

TOWN OF ERVING

SELECT BOARD / WATER COMMISSIONERS

To be held at the Senior & Community Center
1 CARE DRIVE, ERVING, MASSACHUSETTS 01344

Jacob A. Smith, Chair
Scott Bastarache
James Loynd
Select Board

Bryan Smith
Town Administrator

Meeting Agenda

Monday, February 26, 2024

This meeting is open to the public.

Scheduled Business

<i>Time</i>	<i>Agenda Item</i>
6:30 PM	Call to Order
7:00 PM	Joint Meeting with the Finance Committee & Capital Planning Committee – FY2025 Budget Request Review
Immediately Following	Executive Session pursuant to Massachusetts General Law Chapter 30A, Section 21 (a) (3)

Old Business

<i>Agenda Item</i>	<i>Section</i>
Review Asbestos Removal Professional Services Proposal- Wastewater Department, Historical Building & Fire Station 2	1

New Business

<i>Agenda Item</i>	<i>Section</i>
Review of Meeting Minutes: March 13, 2023, January 29, 2024 & February 05, 2024	2
Review and Potential Appointment to Cultural Council Vacancy Letter of Interest- Catherine Glennon	3
Review and Potential Appointment to Council on Aging- Vacancy Letter of Interest- Leo Parent Jr.	4
Review & Issuance of Water Commitment #10	5
Discussion Regarding Former IP Mill RFP Questions for Addendum	6
Review of Health Safety Plan Policy- Use of Town Provided Vehicles & Equipment, Excavation & Trenching	7
Review Surplus Equipment Request- Recreation	8
Review of Bridge Street & Maple Avenue Procurement Recommendation	9
Review & Approval of Upper Pioneer Valley Veterans Services District MOA	10
Review of FY2025 Operating and Capital Budget Requests:	11

Health & Human Services and Culture & Recreation

Board of Health & Health Agent Services, Senior Services, Veterans Services, Public Library, Recreation Services, Pearl B. Care Museum, Historical Commission, Ceremonial Services

Other Business

Signing of the Treasury Warrant

Executive Session: pursuant to Massachusetts General Law Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining ...if an open meeting may have a detrimental effect on the bargaining ... position of the public body and the chair so declares. (NEPBA 121, Police Unit)

Anticipated Next Meeting Dates

Monday, March 04, 2024

Monday, March 11, 2024

Note: These agenda items and estimated times are those reasonably anticipated by the Chair. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion. Estimated agenda times may need to be changed on the night of the meeting for the sake of expediency. Section numbers correspond to agenda packets and are not an indication of the order of the agenda

Town of Erving

Select Board Public Meeting Participation Guidance

The Select Board welcomes residents to communicate questions, comments or concerns. Participants at Select Board meetings are notified that the meetings are both video and audio recorded, and comments provided will become part of the record. While offering public input, it is important that the Select Board is also allowed enough time to conduct their other business. The following guidelines have been established to make the best use of time at Select Board meetings.

1. To request time on the Select Board agenda, persons must contact the Town Administrator at (413) 422-2800, Ext.1102 or at SBRequests@erving-ma.gov by noon on the Tuesday before the meeting.
 - a. Requests will be submitted to the Chairperson for consideration and scheduling.
 - b. Supporting documentation related to the request must be provided to the Administrator's office by noon on the Thursday prior to the meeting. The Chairperson may remove requested agenda topics that are made without supporting documentation.
2. The Select Board encourages public participation as follows:
 - a. Town residents can bring comments before the Select Board that require discussion and are on the agenda, only after being recognized by the Chair. If your issue is not on the agenda, you may bring it up under "Future agenda items".
 - b. "Topics not anticipated" should be brought to the Chair for possible consideration prior to the meeting.
 - c. Please try to keep your comments short and to the point.
 - d. If it appears that the topic(s) being discussed will consume longer than the time allocated then, at the discretion of the Chair, the matter will be placed on an upcoming Select Board meeting agenda.
 - e. If you believe that your topic will require more time or desire to make a more formal presentation than is allowed under these guidelines, please contact the Town Administrator to ask to be put on a future agenda so that we can properly allocate enough time.
 - f. You are free to ask questions or to make your point for all to consider. However, engaging in active debate with Select Board or audience members will not be allowed.
 - g. All comments and questions must be directed to the Chair of the Select Board per MGL Chapter 30A, Section 20(g).
 - h. Participants are expected to speak from the presenter/guest table.
3. Employees and Board members who have business with the Select Board should be placed on the agenda beforehand (see Item # 1.).
4. Anyone wishing to contact the Select Board in writing may do so at:

Town of Erving, Attn: Select Board, 12 East Main Street, Erving, Massachusetts 01344

Alternatively, members of the public can complete a Select Board submission form at the meeting sign in table and office staff member will follow up.

The Select Board appreciates your cooperation in honoring these guidelines.

From Massachusetts Attorney General Official Website

What public participation in meetings must be allowed?

Under the Open Meeting Law, the public is permitted to attend meetings of public bodies but is excluded from an executive session that is called for a valid purpose listed in the law. Any member of the public also has a right to make an audio or video recording of an open session of a public meeting. A member of the public who wishes to record a meeting must first notify the Chair and must comply with reasonable requirements regarding audio or video equipment established by the chair so as not to interfere with the meeting. The Chair is required to inform other attendees of such recording at the beginning of the meeting.

While the public is permitted to attend an open meeting, an individual may not address the public body without permission of the Chair. An individual is not permitted to disrupt a meeting of a public body, and at the request of the Chair, all members of the public shall be silent. If after clear warning, a person continues to be disruptive, the Chair may order the person to leave the meeting, and if the person does not leave, the Chair may authorize a constable or other officer to remove the person.

Meeting Minutes

Board: Select Board / Water Commissioner's Meeting
Date: Monday, January 29, 2024
Location: Senior & Community Center, 1 Care Drive, Erving, MA 01344

Select Board Present: Jacob Smith, James Loynd, Scott Bastarache
Finance Committee Present: Debra Smith, Daniel Hammock, Benjamin Fellows, Thomas Duffy
Capital Planning Committee Present: Linda Downs-Bembury, Peter Mallet, Debra Smith, Benjamin Fellows, Jacob Smith

At 6:36 PM **Chairman Smith** called the meeting to order.

Review of Town Planner Position Description

Selectman Bastarache said that he, Town Administrator Bryan Smith and Town Planner, Mariah Kurtz reviewed the position description. **Selectman Bastarache** indicated that access to a reliable vehicle needs to be added to the description. The Select Board members discussed the amendments that Bryan made in the description and added position profile, which Bryan expressed is common to add to a description in a search such as this. **Chairman Smith** recommended adding 'annual operating budget' under the community demographics section. **Selectman Bastarache** made a motion to approve the position description for the Town Planner position as amended, seconded by **Selectman Loynd**. **Vote:** Unanimously approved. **Selectman Bastarache** made a motion to approve the Town Planner and Community Profile as amended, seconded by **Selectman Loynd**. **Vote:** Unanimously approved.

Review of Meeting Minutes of January 09, 2023

Selectman Bastarache made a motion to approve the meeting minutes of January 9, 2023, as printed, seconded by **Chairman Smith**. **Selectman Loynd** abstained. **Vote:** Approved by majority.

Review of Meeting Minutes of December 18, 2023

Selectman Bastarache made a motion to approve the meeting minutes of December 18, 2023, as printed, seconded by **Selectman Loynd**. **Vote:** Unanimously approved.

Review of Meeting Minutes of January 8, 2024

Chairman Smith made a motion to approve the meeting minutes of January 8, 2024, as printed, seconded by **Selectman Loynd**. **Vote:** Unanimously approved.

Discussion Regarding River Road Water Main Break and Emergency Procurement

Water & Wastewater Superintendent, Peter Sanders joined the Select Board members to discuss the water main break that occurred on River Road. Peter said that a waiver was requested and approved by the State. He explained that there were large rocks on top of the pipes and with the cold and warm weather too it's causing the breaks. Peter described that with the repair work, sand is used to cover the pipes instead of rocks and gravel. Peter indicated that all parts were ordered on Friday and came in today. **Selectman Bastarache** made a motion to waive the competitive procurement requirement for the emergency repair work for the River Road watermain emergency repair work and to engage Johnson Asphalt Paving, LLC, and authorize Bryan Smith to execute all necessary agreements, seconded by **Selectman Loynd**. **Vote:** Unanimously approved.

Recess: **Chairman Smith** made a motion to recess until 7:00 PM, seconded by **Selectman Bastarache**. **Vote:** Unanimously approved.

Joint Meeting with Finance Committee & Capital Planning Committee: Review of FY2025 Budget Requests: General Governments

Chairman Smith called the joint meeting with the Finance Committee and Capital Planning Committee to order at 7:00 PM. Finance Committee members Debra Smith, Benjamin Fellows, Daniel Hammock and Thomas Duffy, as well as Capital Planning Committee members Linda Downs-Bembury and Peter Mallet joined the meeting.

Review of Tax Collection Budget Request: Tax Collector, Michele Turner, joined the joint meeting. Michele indicated that there are no significant budget changes other than the COLA's and the software change adjustments. She expressed that her office may consider the option of raising demand charges to bring in more revenue. The Select Board members thanked Michele for her budget presentation.

Review of Accounting Budget Request: Town Accountant, Deborah Mero, joined the joint meeting. Deb expressed that the only major change in the budget request is for the increase in software maintenance for the new Zobrio software. She explained that the conversion process is timely but is going well and that it will do more than the old software they were using. Deb expressed that the OPEB Study and Audit came at a cost of \$1,500.00. **Selectman Bastarache** recommended that they keep the old software until the conversion is complete. The Select Board members thanked Deb for her budget presentation.

Review of Treasury Budget Request: Town Treasurer, Jennifer Eichorn, joined the joint meeting. Jenn stated that the only budget changes are salary and wage changes. She stated that the Treasurer's office does not collect fees.

Review of Health Insurance & Benefits Budget Request:

Town Treasurer, Jennifer Eichorn, provided a breakdown for the benefits package and spoke about the anticipation of at least a 2% increase in health insurance. Finance Committee member, Dan Hammock, asked about the impact of eight (8) new employees. Jenn explained that two (2) took benefits and that six (6) are waiting for open enrollments. The Select Board members thanked Jennifer for her budget presentation.

Review of Town Clerk & Elections Budget Request: Town Clerk, Richard Newton, joined the joint meeting. Dick mentioned the two capital accounts for the General Code project and for permanent records restoration. He indicated that some of those funds will be used in March. Dick expressed that there will be an increase in wages, election wages and cost for elections. He explained that the costs will increase due to the increase in the number of elections coming up. **Chairman Smith** asked about the cost of permanent record restoration and how often. Dick said that he would get that information for him. The Select Board members thanked Dick for his budget presentation.

Review of Conservation Commission Budget Request: Conservation Commission Chairman, Mark Blatchley, joined the joint meeting. Mark indicated that the budget will be level-funded. Mark discussed goals for the Conservation Commission consisting of courses for Conservation Commission members to learn more about rules and regulations governing conservation, changes in wetlands, new standards with culverts, etc. He also spoke about boundaries and hikes. Mark indicated that homeowners from Maple Avenue and Bridge Street have requested RDA's and NOI's for culverts and the impending Route 2 projects. He expressed that equipment is needed for the trail work at Poplar Mountain. Mark suggested a savings account be established and have other departments sponsor events. He also talked about the Conservation Commission working to support School Department field trips with funding for Conservation related trips, but that nothing had been decided. Deb Smith from the Finance Committee questioned that

Meeting Minutes

prospect as the field trips are already fully funded within the Elementary School budget and expressed that Conservation Commission money should be used for Conservation Commission only. **Selectman Bastarache** asked Mark if the \$1,100 proposed amount for training would be enough. Mark replied “yes”. The Select Board members thanked Mark for his budget presentation.

Review of Community Planning Budget Request: Town Planner, Mariah Kurtz, joined the joint meeting. Mariah indicated that the Town Planner budget is basically the same with slight adjustments. She explained that the MassTrails grant match request is \$4,500.00, down from \$6,800.00 for the proposed Shared Use Path feasibility study. Mariah explained that the Shared Use Path grant application has been written and asked for permission to submit it. Deb Smith expressed that the Capital Planning Committee has not had any discussions regarding this project and cannot make a recommendation at this time. Extensive discussion ensued around future projects and scaling back based on previous discussions. **Selectman Bastarache** suggested submitting the grant application first to see if it’s even possible to get grant money, before making decisions. After further discussion **Chairman Smith** proposed pausing the discussion and continue discussions later, after the departmental budget conversations have been completed. The Select Board members thanked Mariah for her budget presentation.

Review of Board of Assessors & Assessing Budget Request: Finance Committee member, Daniel Hammock who is also an Assessor, recused himself. Assessor, Mark Burnett, and Principal Assessor, Jacquelyn Boyden, joined the joint meeting. Jacquelyn explained the challenges from the Appellate Tax Board (ATB) case. She explained that the FY2024 appraisal of the Northfield Mountain Hydro LLC resulted in a loss of \$145,000,000.00 overall in value of the facility, and direct reduction in value of \$115,000,000.00 for the Town of Erving. Jacquelyn explained the budget increase is for software fees for hosting the CAMA system in the cloud, the proposed Assessors Clerk position in preparation of her retirement in 20 months, and the request for additional money for legal fees for the ATB case. She stated that otherwise, the budget is level funded, other than the step change for her position. Deb Smith from the Finance Committee/Capital Planning Committee asked what the drop-dead date would be for Jacquelyn to get an assistant. Jacquelyn explained needing adequate time to train but stressed the importance of having someone who knows the day-to-day assessing tasks and suggesting a 4-hour shift for each day worked. Moving on to property valuations, Assessor Mark Burnett explained that Erving uses the income approach in property valuation for properties like the Northfield Mountain Project. Jacquelyn described the summary of interest/debt ratio that affects capitalization rates and market value. The Select Board members thanked Jacquelyn and Mark for their budget presentation.

Daniel Hammock rejoined the joint meeting.

Review of Planning Board Budget Request: Planning Board Chairman, Jacquelyn Boyden, joined the joint meeting. Jacquelyn explained that the Zoning Bylaws were updated and approved. She stated that they are now focusing on subdivision control rules and regulations and the funding is from a special article. Jacquelyn stated that the application fee is changing from Residential \$300.00/Commercial \$500.00, to \$500 across the board. Daniel Hammock from the Finance Committee asked if there is reimbursement to the applicant for fees not used. The Boards agreed to talk about that at a later meeting.

Review of Information Systems Management Budget Request: At 8:28 PM **Chairman Smith** recused himself as he is also IT Support. Jacquelyn read the IT summary and explained about the P.D. access control system and update to town buildings. She stated that the only increase noted is software. Jacquelyn spoke about the \$35,000.00 capital request to replace computers and laptops that are at the end of their

Meeting Minutes

useful life. Deb Smith briefly touched on a possible grant opportunity for Senior Center laptops. The Select Board members thanked Jacquelyn for her budget presentation.

Chairman Smith rejoined the joint meeting at 8:32 PM.

Review of Select Board & Administration Budget Request: Town Administrator, Bryan Smith, talked about working with the Treasurer's Office and the Town Accountant's Office with the transition of a new accounting software. He explained that the project involved a restructuring of the Town's entire chart of accounts which should allow for more consistency in reporting across departments and to allow for better tracking for all special revenue funds, such as gifts, revolving funds, and grants. Bryan spoke about the work to negotiate a new three-year successor collective bargaining agreement with NEPBA Local 121 and a new first term collective bargaining agreement, for three years, with AFSCME 1725. Bryan stated that the work with the Select Board and legal counsel to complete the personnel policy. Bryan explained the work with department heads and the Safety Committee regarding staff trainings throughout the year which included prevention of sexual harassment and protected class discrimination, first aid & CPR, bloodborne pathogens, preventing slips, trips, and falls, maintaining public records, website maintenance, and financial management policy reviews. Bryan mentioned the work to complete the FY2023 financial audit with Scanlon & Associates and expressed that there was concern about budgetary requests during the FY2024 budget planning process. Bryan explained the current work with the Highway Department, the Town Planner and MassDOT regarding the replacement of the Church Street Bridge and explained the anticipated timeline and budget amount appropriated thus far. Bryan spoke about the procurement for the reconstruction of Bridge Street and repaving of Maple Avenue with anticipated timeline. Bryan stated that the work continues with the goal of Senior Housing on Care Drive and the potential redevelopment of the former IP Mill. Bryan expressed that it has been a challenge to recruit people to vacant seats for committees. Dan Hammock from the Finance Committee thanked Bryan and the Select Board for being organized and forthcoming and that all are important to make everything come together and continue to work.

Review of Community TV Budget Request: Town Administrator, Bryan Smith, stated that BNCTV Services fund should be increased as they have gone beyond the agreement. He explained that the BNCTV fund is from a different account.

Review of Property & Liability Insurance Budget Request: Bryan explained the premium increase of \$25,000.00 due to property valuation increases for the Town Hall, Wastewater Treatment Plant #1, Fire Station #2, and Police Station.

Review of Zoning Board of Appeals Budget Request: Zoning Board of Appeals Chairman, Dan Hammock stated that ZBA budget request will be level funded. He mentioned the need for \$550.00 for advertising. The Select Board members thanked Dan for his budget presentation.

Review of Updated Revenue Projections: Town Administrator, Bryan Smith, stated that revenues change frequently. He said that he would keep everyone posted as assessments are finalized. Bryan provided a list of memos and discussions requested by Deb Smith of the Finance Committee/Capital Planning Committee. The Select Board members thanked Bryan for all the information he presented this evening.

Discussion Regarding MassTrails Grant Application (revisited)

Discussion reverted to the MassTrails Grant application that was presented earlier by Town Planner, Mariah Kurtz. There was much discussion back and forth with **Chairman Smith** expressing that the Town

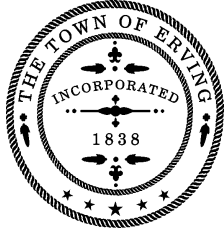
Meeting Minutes

is competing with other communities for the grant money and if there are no definitive plans for it then we shouldn't apply for it. Deb Smith from the Finance Committee/Capital Planning Committee brought up a prior meeting and the discussion regarding capacity to take on new projects, especially with a new Town Planner potentially being hired. **Selectman Loynd** expressed that the Select Board hasn't given much guidance and maybe this grant opportunity needs to be discussed and prioritized. Town Planner, Mariah Kurtz explained that the timing of this grant is not particularly favorable but that it would come at this same time next year, during budget time, and it would be the same scenario. She stated that although the timing isn't the best, now is the time to apply before the deadline. Deb Smith expressed that the process is circumventing Capital Planning's process to review and approve projects. **Selectman Bastarache** strongly expressed that the decision of what to do with the funds doesn't come now; but the decision to submit the application and only that decision is now, before the deadline. **Selectman Bastarache** stated that he only advocates to submit the application to see if the Town would even be awarded the funding and is not advocating to approve the project and that it only gives the opportunity to consider the project later. On a motion made by **Selectman Bastarache** to authorize Town Planner, Mariah Kurtz to submit the Mass Trails Grant Application for \$37,013.12, seconded by **Selectman Loynd**.
Vote: Unanimously approved.

Chairman Smith made a motion to adjourn the joint meeting with the Finance Committee and Capital Planning Committee at 9:47 PM, seconded by **Selectman Loynd**.
Vote: Unanimously approved.

Respectfully submitted,

Elizabeth Sicard
Administrative Assistant



TOWN OF ERVING

SELECT BOARD

12 East Main Street
ERVING, MASSACHUSETTS 01344

Tel. 413-422-2800
Fax 413-422-2808
Email: administrator@erving-ma.gov

Jacob A. Smith, Chair
Scott Bastarache
James Loynd
Select Board

Bryan Smith
Town Administrator

February 23, 2024

To: Select Board

From: Bryan Smith, Town Administrator

CC: Elizabeth Sicard, Administrative Assistant

RE: Cultural Council Appointment and Letter of Interest

The Cultural Council is a seven (7) member board with staggered three (3) year terms. The Cultural Council currently has two (2) vacancies. The notice that the Town was seeking volunteers to serve on the Cultural Council was shared in the Around Town Newsletter for the September 2023, October 2023, November 2023, and February 2024 editions, as well as the January 31, 2024, Special Town Meeting warrant, and on the Town website news & announcements for January 2024. As of February 23, 2024, I have received one (1) letter of interest from resident Catherine Glennon. The letter is enclosed for your review.

The recommended vote language below provides for staggered three-year terms that align with our annual appointment schedule.

Recommended vote language:

A motion to appoint Catherine Glennon as a member of the Cultural Council, effective February 26, 2024, with a term ending June 30, 2026.

From: [Catherine Glennon](#)
To: [Volunteer in Erving!](#)
Subject: [EXTERNAL]Erving Cultural Council
Date: Tuesday, February 13, 2024 12:15:11 PM

Some people who received this message don't often get email from catherinepglennon@gmail.com. [Learn why this is important](#)

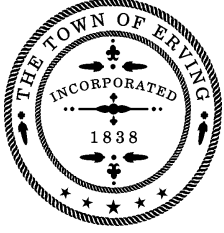
CAUTION: This email originated from outside of the Town of Erving. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, please contact the Erving IT Department

Good afternoon,

I'm writing to apply to be on the Erving Cultural Council. My family moved to Erving this past summer and are hoping to become more involved in the town. This seemed like it could be a good fit for me. I'm very interested in cultural events like concerts, art shows, and other educational and artistic activities and it sounds like it would be an engaging volunteer opportunity. I'm a parent of elementary and middle school children, a high school history teacher by profession, and a knitter/embroiderer/quilter all of which would help inform my work on the council if selected.

Please let me know if there is anything else you need from me by way of application. I'd love to know more about the selection process, too, if there is more to know.

All best,
Catherine Glennon
6 Prospect Heights Ln
Erving, MA 01344



TOWN OF ERVING

SELECT BOARD

12 East Main Street
ERVING, MASSACHUSETTS 01344

Tel. 413-422-2800
Fax 413-422-2808
Email: administrator@erving-ma.gov

Jacob A. Smith, Chair
Scott Bastarache
James Loynd
Select Board

Bryan Smith
Town Administrator

February 23, 2024

To: Select Board

From: Bryan Smith, Town Administrator
CC: Elizabeth Sicard, Administrative Assistant

RE: Council on Aging Appointment and Letter of Interest

The Council on Aging is a seven (7) member board with staggered three (3) year terms. The Council on Aging currently has three (3) vacancies. The notice that the Town was seeking volunteers to serve on the Council on Aging was shared in the Around Town Newsletter for the September 2023, October 2023, November 2023, and February 2024 editions, as well as the January 31, 2024, Special Town Meeting warrant, and on the Town website news & announcements for January 2024. As of February 23, 2024, I have received one (1) letter of interest from resident Leo Parent Jr. The letter is enclosed for your review.

The recommended vote language below provides for staggered three-year terms that align with our annual appointment schedule.

Recommended vote language:

A motion to appoint Leo Parent Jr. as a member of the Cultural Council, effective February 26, 2024, with a term ending June 30, 2025.

Dear Select Board

February 21, 2024

I would like to be appointed to the Council of Aging Board of directors.

Sincerely,

Leo Parent

75 State Road.

COMMONWEALTH OF MASSACHUSETTS
TOWN OF ERVING

OFFICE OF THE BOARD OF WATER COMMISSIONERS
Water Commissioners Warrant to the Collector
Final Water Use Charges **10th Commitment**, Fiscal Year 2024

To: Michele Turner, Tax/Water Collector for the Town of Erving in the County of Franklin

Greetings:

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby required to levy on and collect Forty-two Dollars and Thirty-eight Cents (\$42.38) for final charges at 48 River Road (#79), and Forty-three Dollars and Seventy-one Cents (\$43.71) for final charges at 3 Central Street (#283) total charges of Eighty-six Dollars and Nine Cents (\$86.09).

Said charges are to be paid to Michele Turner, Town of Erving Tax Collector, or to his/her successor in office, at the times and in the manner provided by General Laws, Chapter 60, Section 2. As Collector, you must provide the Treasurer an account of all charges and fees collected by you. In addition, you are to make written return of said water charges and interest with your water charge list and of your doings thereon at such times as the Water Commissioners shall require.

You are to complete and make up an account of the collection of the whole sum hereon, committed to you, with interest, on or before December 31 of the current year.

The owner of the premises shall be responsible for the payment of all charges for water and service furnished to the property. Under the General Laws of Massachusetts Chapter 40 Section 42A as accepted in Article 7 of the Erving Special Town Meeting June 29, 1992, unpaid water bills become a lien on the property immediately following the due date for such rate or charge and collections will be made by the sale of property. Water bills will be mailed semi-annually. Water bill payment will be due thirty (30) days from the postmarked date of the original bill. Overdue notices will go to property owners and "current occupant" forty-five (45) days after the postmarked date of the original bill. Shut off notices will go to property owners and "current occupant" sixty (60) days after the postmarked date of the original bill. The shut off notice will specify that shut off will occur on or after Monday. Shut off will not occur sooner than seventy-five (75) days from the postmarked date of the original billing. The shut off notice will clearly state the earliest date that shut off can occur. There will be no further notice. Service will be restored as soon as possible, upon payment in full of all amounts due.

The levy and collection of the amounts are hereby committed to you. All interest, charges, and fees as provided by law, also apply. You are to have and to exercise all the powers conferred by the laws of this Commonwealth upon collectors of taxes.

Given under our hands this 26th day of February 2024.

WATER COMMISSIONERS OF ERVING

Jacob A. Smith, Chair

Scott Bastarache

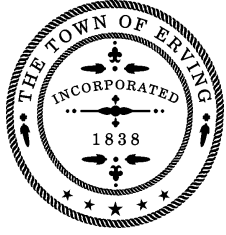
James A. Loynd

Commitment Report

Account Information	Meter Reads And Usage	Usage	Receivable	Amount
79 MAJEWSKI DANIEL 48 RIVER RD Route 1	2014567921 Water Rate <u>Usage</u> Read Date Reading Type Current Bill 2/14/2024 493,200 FIN Last Billed 10/6/2023 492,750 ACT	450 450	Water Total:	\$42.38 \$42.38
283 ESCOTT ALMA 3 CENTRALST Route 1	0036713253 Water Rate <u>Usage</u> Read Date Reading Type Current Bill 2/14/2024 27,250 FIN Last Billed 10/10/2023 26,550 ACT	700 700	Water Total:	\$43.71 \$43.71

Report Totals

2 Account(s)	Receivable Name	Total
	Water	\$86.09
	Receivable Totals:	\$86.09



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February 23, 2024

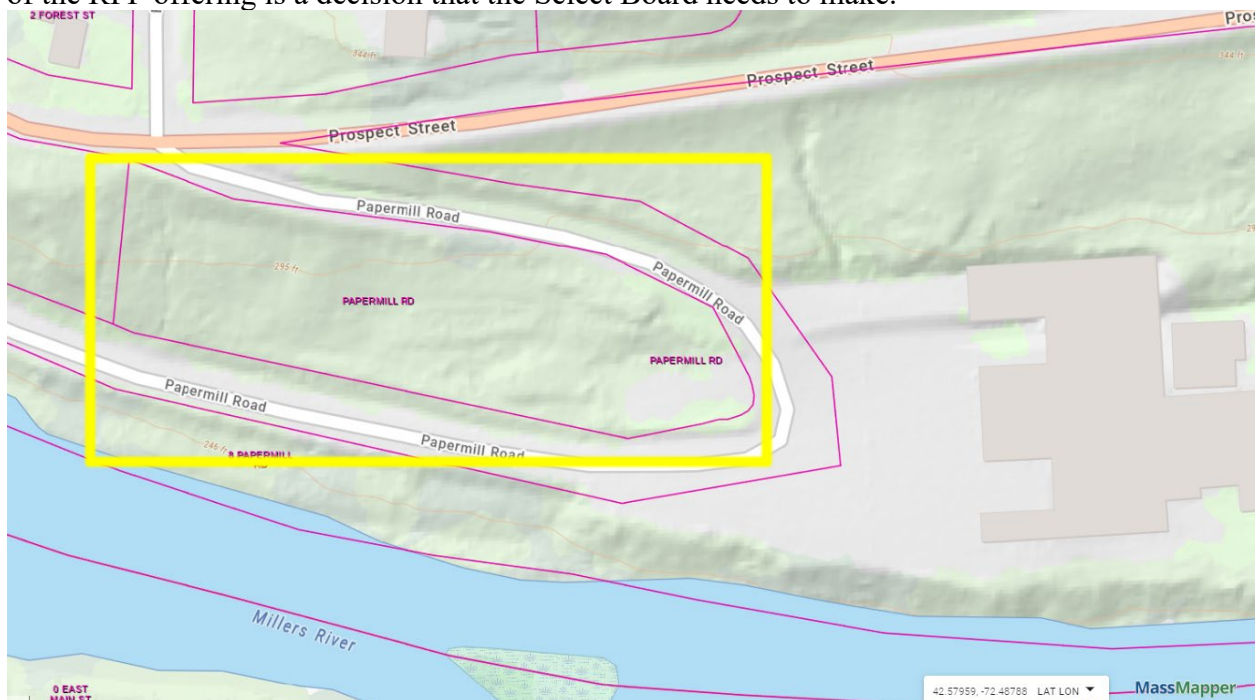
To: Select Board

From: Bryan Smith, Town Administrator

RE: Former IP Mill Redevelopment RFP

The request for proposals for the potential redevelopment of the former IP Mill site was made available on February 7, 2024. The Town has held 3 optional site visits and as of February 26, 2024, will have issued 4 addenda, responding to questions that have been presented. Of those that representatives of the Town have heard from, concepts have been focused on a commercial or industrial reuse of the property.

The Town has been asked if it would consider making parcel 4-0-35 available as part of the RFP process. Parcel 4-0-35 is Town-owned and approximately 1.58 acres that is part of the embankment that supports Papermill Road. The parcel was acquired with the tax taking of the former IP Mill. Interested developers have been told that the decision to include this parcel as part of the RFP offering is a decision that the Select Board needs to make.



An additional question that I would like to present to the Select Board is a question of the submission deadline. It is currently set for March 21, 2024. None of the potential interested developers have asked for an extension. I am wondering if the Board would like to maintain this date or consider a different deadline with the current work load that the Board has to complete the budget process and preparations for Annual Town Meeting.



TOWN OF ERVING

12 Main Street
Erving, Massachusetts 01344
Telephone: (413) 422-2800
Facsimile: (413) 422-2808
Email: administrator@erving-ma.gov

HSP-0__

Plan

Use of Town Provided Vehicle & Equipment Plan Policy

Approved: _____ Date: _____
Select Board Chair, Jacob A. Smith

Table of Contents

.01	Issue Date / Effective Date.....	1
.02	Purpose.....	1
.03	Policy	1
.04	Pre-Trip Inspection.....	1
.05	Maintenance.....	2
.06	Accidents.....	2
.07	Use of Seatbelts.....	2
.08	Use of Backup Cameras.....	2
.09	Program & Plan/Policy Review	2
	DRIVER'S VEHICLE INSPECTION REPORT	3

.01 Issue Date / Effective Date

This policy is issued and effective on _____.

.02 Purpose

This program provides safety requirements for all employees that are driving and operating a Town provided vehicle or equipment.

.03 Policy

It is the policy of the Town that all vehicles and heavy equipment shall only be used for municipal purposes, in accordance with the respective policies and procedures of the department or agency that the vehicle and/or heavy equipment that it has been assigned to. Further, Town provided vehicles and heavy equipment will only be operated by employees that are authorized by the respective department supervisor, who possess the required state and/or federal license(s), and who maintains the validity of the required license(s).

.04 Pre-Trip Inspection

Daily each employee that is authorized to operate a Town provided vehicle or heavy equipment is responsible for completing a pre-trip inspection, prior to operating the vehicle or heavy equipment. The inspection form is to be kept in accordance with the directive given by each department's supervisor. The daily inspection form is in Appendix A.

.05 Maintenance

All vehicles and heavy equipment shall be maintained and kept in a clean, safe, and dependable condition. Authorized employees are responsible for maintaining the cleanliness of the vehicle during their use and for reporting any maintenance concerns to the respective department supervisor in a timely manner of any concerns.

.06 Accidents

Any Town provided vehicle or heavy equipment that is involved in an accident, with or without property damage, will be reported to the department supervisor. The department supervisor is responsible for completing all necessary forms and reporting the accident to the Town Administrator's office.

.07 Use of Seatbelts

Use of a seatbelt is mandatory while driving and operating all Town provided vehicles and heavy equipment.

.08 Use of Backup Cameras

All Town provided vehicles and heavy equipment, that are equipped with backup cameras will be used in conjunction with all mirrors when a spotter is not available. Prior to moving the vehicle or heavy equipment, the authorized employee will complete a walk around the vehicle or heavy equipment to check for obstructions and safety concerns.

.09 Program & Plan/Policy Review

The Town's Safety Committee will be responsible for annually reviewing this policy and the Hazard Communication program review and recommend revisions to the Select Board as necessary.

DRIVER'S VEHICLE INSPECTION REPORT

Check ANY defective item and provide details under "Remarks."

Date: _____

Vehicle/Equipment No.: _____

- | | | |
|---|--|--|
| <input type="checkbox"/> Air Compressor
<input type="checkbox"/> Air Lines
<input type="checkbox"/> Battery
<input type="checkbox"/> Brake Accessories
<input type="checkbox"/> Brakes
<input type="checkbox"/> Carburetor
<input type="checkbox"/> Clutch
<input type="checkbox"/> Defroster
<input type="checkbox"/> Drive Line
<input type="checkbox"/> Engine
<input type="checkbox"/> Fifth Wheel
<input type="checkbox"/> Front Axle
<input type="checkbox"/> Fuel Tanks
<input type="checkbox"/> Heater | <input type="checkbox"/> Horn
<input type="checkbox"/> Lights
Head- Stop
Tail-Dash
Turn Indicators
<input type="checkbox"/> Mirrors
<input type="checkbox"/> Muffler
<input type="checkbox"/> Oil Pressure
<input type="checkbox"/> On-Board Recorder
<input type="checkbox"/> Radiator
<input type="checkbox"/> Rear End
<input type="checkbox"/> Reflectors
<input type="checkbox"/> Safety Equipment
Fire Extinguisher
Flags-Flares-Fuses
Spare Bulbs & Fuses
Spare Seal Beam | <input type="checkbox"/> Springs
<input type="checkbox"/> Starter
<input type="checkbox"/> Steering
<input type="checkbox"/> Tachograph
<input type="checkbox"/> Tires
<input type="checkbox"/> Transmission
<input type="checkbox"/> Wheels
<input type="checkbox"/> Windows
<input type="checkbox"/> Windshield Wipers
<input type="checkbox"/> Other |
|---|--|--|

Trailer (s) No(s).: _____

- | | | |
|---------------------|--------------|-----------|
| Brake Connections | Hitch | Tarpaulin |
| Brakes | Landing Gear | Tires |
| Coupling Chains | Lights- All | Wheels |
| Coupling (King) Pin | Roof | Other |
| Doors | Springs | |

Remarks: _____

- Condition of the above vehicle is satisfactory

Driver's Signature: _____

- Above defects Corrected
- Above defects need NOT be corrected for safe operation of vehicle

Mechanic's Signature: _____

Date: _____

Driver's Signature: _____

Date: _____



TOWN OF ERVING

12 Main Street
Erving, Massachusetts 01344
Telephone: (413) 422-2800
Facsimile: (413) 422-2808
Email: administrator@erving-ma.gov

HSP-0__
Plan

Excavation and Trenching Safety Plan Policy

Approved: _____ Date: _____
Select Board Chair, Jacob A. Smith

Table of Contents

.01	Issue Date / Effective Date.....	1
.02	Purpose.....	1
.03	Responsibility.....	1
.04	Requirements for Cave-in Protection.....	1
.05	Selecting Cave-in Protective System Per Soil Type.....	2
.06	Daily Site Inspections	3
.07	Work Procedures.....	3
.08	When Municipal Employees work with a Private Contractor.....	5
.09	Employee Qualifications.....	5
.10	Program & Plan/Policy Review	5
	DAILY INSPECTION WORKSHEET	6

.01 Issue Date / Effective Date

This policy is issued and effective on _____.

.02 Purpose

This program provides safety requirements for all excavation and trenching activity, regardless of whether it is a planned project or emergency.

.03 Responsibility

The employer is responsible for protecting employees from cave-in at excavation sites. The employer must ensure that a daily inspection is conducted by a designated Competent Person who has completed training to identify excavation hazards and has authority to stop work and make corrections. The employer must provide training to employees and ensure that cave-in protection systems are provided when required.

.04 Requirements for Cave-in Protection

Each excavation will provide safe work conditions to protect employees from cave-in.

- A. **Required for Deeper than 5 feet:** A cave-in protection system is required when employees enter an excavation deeper than 5 feet. A cave-in protection system could include trench boxes, shoring, or sloping. The only time cave-in protection is not required in an excavation deeper than

5 feet deep is if the excavation is made entirely in stable rock. Cave-in protection is always required in excavations over 5 feet deep for Type A, B or C soils.

- B. **Required for Less than 5 feet:** A cave-protection system is required for an excavation less than 5 feet deep when examination of the ground indicates a potential for cave-in.
 - a. The Competent Person makes this determination in the daily inspection. The Competent Person must complete the Daily Inspection Worksheet in Appendix A.
 - b. Example signs of potential cave-in include, but are not limited to:
 - i. Water accumulation
 - ii. Upward flow of water into cut
 - iii. Water seeping out of soil
 - iv. Tension cracks or fissures
 - v. Sliding of walls
 - vi. Bulging wall or floor
 - vii. Undermined structures that are not supported
 - viii. Significant vibration or surcharge loads from nearby equipment or traffic
 - ix. Wet mud
- C. **Not Required for Less than 5 feet:** Cave-in protection is not required when an employee enters an excavation less than 5 feet deep and the daily inspection by the Competent Person provides no indication of cave-in potential. Complete the Daily Inspection Worksheet in Appendix A to show that site conditions have been evaluated.

.05 Selecting Cave-in Protective System Per Soil Type

Soil type is used, in addition to ground conditions, to determine effective shielding (trench box), shoring, or sloping.

- A. **Assume Type C:** Public works departments may choose to assume all soil is Type C when selecting trench box, shoring, or sloping the site. A manual and visual soil test to classify soil is not required when soil is assumed to be Type C. For Type C soil, you must slope out 1.5 feet on each side for each 1 ft. of depth (i.e. 34 o from horizontal). Designs for Type C soil are provided in the OSHA excavation standard 29 CFR 1926.652. Benching is not permitted in Type C soil.
- B. **Type A, B:** The Competent Person must conduct at least one visual and manual soil test if Type C soil is not assumed. Record these results on the Daily Inspection Worksheet. Then refer to the manufacturers tab data or engineered plan to ensure that the shoring or trench box is adequate for the soil type on the site and the depth of excavation.
- C. **Cave-In Protection Systems:** The following equipment is available to the department as owned, through rental, or loan agreement.

Task	System
Up to 20 Feet Deep	Trench box model number: MLSB-612 Manufacturer: American Shoring Grave Shoring model number: ASI-230443 Manufacturer: American Shoring

	Shoring system Manufacturer: List specs for distance between shores: Shoring system Manufacturer: List specs for distance between shores: Sloping Type C soil: 1 ft. high to 1-1/2 ft. horizontal run on each side (34°) Type B soil: 1 ft. high to 1 ft. horizontal run on each side (45° slope) Type A soil: 3/4 ft. high to 1 ft. horizontal run on each side (53°) Type A soil (short-term): 1/2 ft. high to 1 ft. horizontal each side (63°)
More Than 20 Feet Deep	Engineered system required by Professional Engineer

.06 Daily Site Inspections

A. Daily Inspection

- a. Each crew will have a designated person with knowledge and training to be the “Competent Person.” The employer gives authority to the Competent Person to correct hazards at the site.
- b. The “Daily Inspection Worksheet” is completed by the designated Competent Person before any worker is allowed to enter a trench, even if the site is less than 5 feet deep (See Appendix A for worksheet).

B. Repeating the Daily Inspection: A reinspection is conducted using the Inspection Worksheet at the beginning of every shift, AND as needed throughout the shift. Inspections shall also be made after every rainstorm or other hazard increasing occurrence.

C. Verifying the Daily Inspection:

- a. The Daily Inspection Worksheet is returned to the department Superintendent at completion of the job. The Superintendent will review the Inspection Worksheet and review the safety conditions which occurred during the project with employees to evaluate the effectiveness of the trench safety program.
- b. The Superintendent will conduct on-site inspections of excavation sites periodically to ensure that daily inspections are conducted, and cave-in protective systems are provided.

.07 Work Procedures

A. Utilities:

- a. Digsafe (811) called for underground utilities. Confirmation number kept on file.
- b. Exposed utilities are supported or removed.
- c. Maintain 10 ft. clearance to overhead powerlines when operating trucks or equipment.
- d. To prevent sudden flooding, block or reduce pressure in water mains that could be exposed and accidentally damaged during excavation. Pressure should be reduced even if the actual tasks do not involve planned contact with the water main.

B. Wet Conditions:

- a. Water accumulation is controlled before employees are authorized to enter excavation.
- b. Surface water is diverted or controlled.
- c. Re-inspection is conducted after a rain event.
- d. Employees are ordered to exit if water seeps from floor or walls or if water accumulation is not able to be continuously controlled.

C. Undermined Structures:

- a. Adjacent foundations, telephone poles, etc. are braced before employees are authorized to enter excavation.
- b. Adjacent sidewalks, pavement, walls, etc. are fully supported. When a structure becomes unsupported or unstable in any way, employees are ordered to exit the excavation.
- c. Exposed underground utility pipes are supported.

D. Edge of Excavation:

- a. Spoils are kept more than 2 ft. from the edge.
- b. Top of trench box/shoring reaches grade level, or extends 18" above grade if any portion of the trench is sloped.
- c. Bottom of trench box/shoring is not more than 2 ft. above bottom of excavation. The 2 ft. allowable rise is not allowable if free-flowing soil comes in at the gap.
- d. Trench boxes are installed in a manner to restrict lateral or other hazardous movement of the shield in the event of sudden lateral loads.
- e. Ladder in place for trenches deeper than 4 ft. and placed so that egress is available without traveling more than 25 feet.
- f. Workers prohibited from "riding bucket" into or out of excavation.
- g. The weight of adjacent trucks and equipment are kept a safe distance away from edge to prevent surcharge loading or vibration.
- h. Provide a warning system to prevent mobile equipment from falling over the trench edge.

E. Hazardous Atmosphere:

- a. Where oxygen deficiency (< 19.5% oxygen) or a hazardous atmosphere exists or could be expected to exist, the atmosphere in the excavation must be tested before employees enter excavations > 4 ft. deep.
- b. Test air for Oxygen, Carbon Monoxide, Hydrogen Sulfide, flammable levels and VOCs in landfills, underground fuel, or other contaminated soils.
- c. Test air at all levels. Do not assume that toxics are heavier than air.
- d. Test the air for Carbon Monoxide if gas/diesel powered tools are brought into or used adjacent to the excavation. Ventilate.
- e. Control dust when cutting concrete or asbestos pipe. Follow Department of Labor Standards and DEP procedures for asbestos cement pipe.

F. Work Zone Traffic:

- a. Traffic is controlled in accordance with the Manual on Uniform Traffic Control (MUTCD), using MUTCD signs and devices. Close street to traffic if possible.
- b. Use adequate warning signs, cones and taper per MUTCD and MassDOT.
- c. Check blind spots before any vehicle or piece of heavy equipment is moved at the site, use spotters when necessary, and conduct circle checks of DOT vehicles moving off the site.

G. Exposure to Falling Loads:

- a. Employees are not permitted to work under raised loads.
- b. Employees are required to stand away from equipment that is being loaded or unloaded.

H. Personal Protective Equipment:

- a. The following Personal Protective Equipment (PPE) is required:
 - i. ANSI Class 2 or Class 3 high-visibility reflective clothing, for all work that is located in, or adjacent to a road.
 - ii. Hardhat
 - iii. Boots that address the hazards on site.
 - iv. Safety glasses when activities could cause projectiles.
 - v. Hearing protection when concrete / metal cutting tools are used.
 - vi. Respirator when concrete or asbestos cutting is conducted.

- I. **Unattended Trench– Public Risk:** Trenches will not be left unattended or pose a hazard to the public. Unattended trenches must be backfilled, covered, or otherwise protected per Department of Professional Licensure (formerly Department of Public Safety) regulation 520 CMR 7.00.

.08 When Municipal Employees work with a Private Contractor

Private contractors often conduct work on municipal property. Municipal employees should not enter an excavation created by a private contractor unless the municipality’s designated Competent Person has conducted an inspection and authorized municipal employees to enter.

.09 Employee Qualifications

- A. The designated Competent Person must have completed “Trench Competent Person” training, per OSHA 29 CFR 1926.269 and have authority from employer to stop work, and order that cave-in protective systems be installed, and site hazards are corrected, before work continues.
- B. Other employees on site must have completed “Trench Safety” awareness training.
- C. Laborers assigned to use a grinder, saw, or other power tool must have completed training which reviews the Owner’s Manual instructions for use and maintenance of the tool.
- D. Laborers assigned to disturb Asbestos Cement Pipe must have completed “Asbestos Cement Pipe” training.
- E. Equipment operators must have a current Massachusetts Hoisting License issued by Massachusetts Department of Professional Licensure (formerly Department of Public Safety).

.10 Program & Plan/Policy Review

The Town’s Safety Committee will be responsible for annually reviewing this policy and the Hazard Communication program review and recommend revisions to the Select Board as necessary.

Name: _____ Inspection date/time _____	Name: _____ Date: _____ Signature: _____
---	---

DRAFT

Library Surplus / Recycling

February 2024

The library has the following items to get rid of.

Surplus items that may be of interest:

- Acoustic guitar
- Egyptian framed art
- Desktop hanging file folder rack
- Furniture moving pads with wheels (2) (seen in picture under printer)

To be recycled/discarded:

- Large format printer
- Paper cutter with broken handle
- iMac
- Dell desktop all in one (3)
- Kindle (6)

Pictured but not available: coats, blue plastic storage bin, rolled calendar



February 21 2024

Bryan Smith
Town Administrator
Town of Erving
12 East Main Street
Erving, MA 01344

Re: **Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project**

Dear Mr. Smith,

Eight (8) bids were received and opened on February 8, 2024 for the Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project. The three lowest bidders and their bids are as follows:

Contractor	Schedule A Bridge Street	Schedule B POTW#3	Schedule C Maple Avenue	Base Bid
A. Martins & Sons Construction, Inc. Ludlow, MA	\$544,210.00 ¹	\$36,490.00	\$127,110.00	\$707,810.00 ¹
Western Earthworks, LLC Florence, MA	\$576,425.20 ^{1,2}	\$68,940.00 ³	\$200,906.40	\$846,271.60 ¹
E. T. & L. Corp, Stow, MA	\$688,480.00	\$46,155.00	\$133,560.00	\$868,195.00

1 : Math error, Addendum 2 quantity change. 2 : Math error. 3 : Mobilization exceeds 5%.

Attached are the following:

1. A complete itemized tabulation of all the bids received.
2. One copy of the "Form of General Bid", from the three (3) lowest bidders.

We have reviewed the bidding documents for A. Martins & Sons Construction Inc. and have found them to be in order. We have reviewed their references with the Town and have found them to be in order.

Accordingly, we recommend that the Town of Erving issue a letter of intent to award the contract in the amount of \$707,810.00 for the Base Bid to A. Martins & Sons Construction, Inc. of Ludlow Massachusetts.

Sincerely,

WESTON & SAMPSON ENGINEERS, INC.

William Storti
Senior Project Manager

attachments

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Bridge Street Wall Replacement and Maple Street Roadway Improvements Project
Erving, MA

Bid Date : 02/08/2024, 10:00 a.m.

Bid Tabulation Summary					
	Contractor	Schedule A	Schedule B	Schedule C	Base Bid
1	A. Martins & Sons Constructon	\$544,210.00	\$36,490.00	\$127,110.00	\$707,810.00
2	Western Earthworks	\$576,425.20	\$68,940.00	\$200,906.40	\$846,271.60
3	E. T. & L. Corp.	\$688,480.00	\$46,155.00	\$133,560.00	\$868,195.00
4	Ludlow Construction	\$692,120.00	\$45,685.00	\$143,220.00	\$881,025.00
5	Clayton D. Davenport Trucking	\$692,990.00	\$44,305.00	\$145,740.00	\$883,035.00
6	Northern Construction Service	\$716,430.00	\$50,400.00	\$127,940.00	\$894,770.00
7	Morais Concrete Service	\$749,241.31	\$40,275.00	\$128,360.00	\$917,876.31
8	A. J. Virgilio Construction	\$722,370.00	\$95,780.00	\$218,025.00	\$1,036,175.00

BID TABULATION

Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project
Bids Received on February 8, 2024 @ 10:00 am

Item No.	Description	Unit	Estimated Quantity	A Martins & Sons Construction Ludlow, MA	
				Unit Price	Total Amount
SCHEDULE A BRIDGE STREET					
1a	6-inch HDPE drain pipe	LF	45	\$100.00	\$4,500.00
1b	15-inch HDPE drain pipe	LF	80	\$150.00	\$12,000.00
2a	Precast concrete drain manhole	EA	1	\$8,000.00	\$8,000.00
2b	Precast concrete catch basin	EA	2	\$6,000.00	\$12,000.00
2c	Stormwater treatment system	EA	1	\$20,000.00	\$20,000.00
3a	Rock excavation and disposal	CY	25	\$100.00	\$2,500.00
4a	Changes in earthwork	CY	50	\$1.00	\$50.00
4b	Unsuitable material	CY	50	\$1.00	\$50.00
4c	Test pits	CY	30	\$100.00	\$3,000.00
4d	Additional crushed stone	CY	50	\$1.00	\$50.00
5a	Loaming and seeding	SY	400	\$15.00	\$6,000.00
5b	Modified rockfill apron	SF	180	\$28.00	\$5,040.00
5c	Rip rap scour hole	EA	10	\$100.00	\$1,000.00
6a	Hot mix asphalt curb	LF	370	\$18.00	\$6,660.00
7a	Temporary trench pavement	LF	80	\$15.00	\$1,200.00
7b	Milling	SY	40	\$10.00	\$400.00
7c	Roadway reconstruction	SY	560	\$50.00	\$28,000.00
7d	2-1/2-inch binder course curb-to-curb pavement	TON	90	\$260.00	\$23,400.00
7e	1-1/2-inch top course curb-to-curb pavement	TON	60	\$171.00	\$10,260.00
7f	Additional pavement	TON	20	\$1.00	\$20.00
7g	Pavement markings	SF	20	\$20.00	\$400.00
8a	Segmental block retaining wall	SF	2,150	\$110.00	\$236,500.00
8b	Temporary excavation support system	LS	1	\$50,000.00	\$50,000.00
9a	Chain link fence	LF	140	\$90.00	\$12,600.00
9b	Guard rail	LF	340	\$37.00	\$12,580.00
9c	Construction fence	LF	550	\$10.00	\$5,500.00
10a	Inlet protection	EA	2	\$250.00	\$500.00
10b	Silt fence	LF	200	\$10.00	\$2,000.00
10c	Straw wattle	LF	100	\$10.00	\$1,000.00
11a	Utility pole relocation, allowance	EA	1	\$15,000.00	\$15,000.00
12a	Uniformed police officers for traffic control	HR	700	\$60.00	\$42,000.00
13a	Mobilization (not to exceed 5%)	LS	1	\$22,000.00	\$22,000.00
SCHEDULE B POTW #3					
14a	Loaming and seeding	SY	200	\$15.00	\$3,000.00
15a	Milling	SY	690	\$10.00	\$6,900.00
15b	Roadway and driveway reconstruction	SY	80	\$50.00	\$4,000.00
15c	2-1/2-inch binder course curb-to-curb pavement	TON	15	\$260.00	\$3,900.00
15d	1-1/2-inch top course curb-to-curb pavement	TON	70	\$171.00	\$11,970.00
15e	Additional pavement	TON	20	\$1.00	\$20.00
15f	Pavement markings	SF	70	\$20.00	\$1,400.00
16a	Silt fence	LF	380	\$10.00	\$3,800.00
17a	Mobilization (not to exceed 5%)	LS	1	\$1,500.00	\$1,500.00
SCHEDULE C MAPLE AVENUE					
18a	Remove and replace drywell	EA	1	\$10,000.00	\$10,000.00
19a	Loaming and seeding	SY	600	\$15.00	\$9,000.00
20a	Milling	SY	3,580	\$10.00	\$35,800.00
20b	1-1/2-inch top course curb-to-curb pavement	TON	320	\$171.00	\$54,720.00
20c	Additional pavement	TON	40	\$1.00	\$40.00
20d	Paved aprons at mailbox	SY	60	\$80.00	\$4,800.00
21a	Inlet protection	EA	5	\$250.00	\$1,250.00
21b	Silt fence	LF	120	\$10.00	\$1,200.00
22a	Uniformed police officers for traffic control	HR	80	\$60.00	\$4,800.00
23a	Mobilization (not to exceed 5%)	LS	1	\$5,500.00	\$5,500.00
				Schedule A	\$544,210.00
				Schedule B	\$36,490.00
				Schedule C	\$127,110.00
				Base Bid	\$707,810.00
				1 : math error, addendum 2 quantity change	

BID TABULATION

Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project
Bids Received on February 8, 2024 @ 10:00 am

Item No.	Description	Unit	Estimated Quantity	Western Earthworks Florence, MA	
				Unit Price	Total Amount
SCHEDULE A BRIDGE STREET					
1a	6-inch HDPE drain pipe	LF	45	\$100.00	\$4,500.00
1b	15-inch HDPE drain pipe	LF	80	\$165.00	\$13,200.00
2a	Precast concrete drain manhole	EA	1	\$7,000.00	\$7,000.00
2b	Precast concrete catch basin	EA	2	\$6,800.00	\$13,600.00
2c	Stormwater treatment system	EA	1	\$17,000.00	\$17,000.00
3a	Rock excavation and disposal	CY	25	\$220.00	\$5,500.00
4a	Changes in earthwork	CY	50	\$55.00	\$2,750.00
4b	Unsuitable material	CY	50	\$55.00	\$2,750.00
4c	Test pits	CY	30	\$100.00	\$3,000.00
4d	Additional crushed stone	CY	50	\$75.00	\$3,750.00
5a	Loaming and seeding	SY	400	\$72.00	\$28,800.00
5b	Modified rockfill apron	SF	180	\$45.14	\$8,125.20
5c	Rip rap scour hole	EA	10	\$198.00	\$1,980.00
6a	Hot mix asphalt curb	LF	370	\$20.00	\$7,400.00
7a	Temporary trench pavement	LF	80	\$220.00	\$17,600.00
7b	Milling	SY	40	\$15.00	\$600.00
7c	Roadway reconstruction	SY	560	\$15.00	\$8,400.00
7d	2-1/2-inch binder course curb-to-curb pavement	TON	90	\$275.00	\$24,750.00
7e	1-1/2-inch top course curb-to-curb pavement	TON	60	\$180.00	\$10,800.00
7f	Additional pavement	TON	20	\$275.00	\$5,500.00
7g	Pavement markings	SF	20	\$25.00	\$500.00
8a	Segmental block retaining wall	SF	2,150	\$75.00	\$161,250.00
8b	Temporary excavation support system	LS	1	\$100,000.00	\$100,000.00
9a	Chain link fence	LF	140	\$99.00	\$13,860.00
9b	Guard rail	LF	340	\$31.50	\$10,710.00
9c	Construction fence	LF	550	\$30.00	\$16,500.00
10a	Inlet protection	EA	2	\$650.00	\$1,300.00
10b	Silt fence	LF	200	\$12.00	\$2,400.00
10c	Straw wattle	LF	100	\$9.00	\$900.00
11a	Utility pole relocation, allowance	EA	1	\$15,000.00	\$15,000.00
12a	Uniformed police officers for traffic control	HR	700	\$60.00	\$42,000.00
13a	Mobilization (not to exceed 5%)	LS	1	\$25,000.00	\$25,000.00
SCHEDULE B POTW #3					
14a	Loaming and seeding	SY	200	\$75.00	\$15,000.00
15a	Milling	SY	690	\$12.00	\$8,280.00
15b	Roadway and driveway reconstruction	SY	80	\$15.00	\$1,200.00
15c	2-1/2-inch binder course curb-to-curb pavement	TON	15	\$280.00	\$4,200.00
15d	1-1/2-inch top course curb-to-curb pavement	TON	70	\$200.00	\$14,000.00
15e	Additional pavement	TON	20	\$300.00	\$6,000.00
15f	Pavement markings	SF	70	\$10.00	\$700.00
16a	Silt fence	LF	380	\$12.00	\$4,560.00
17a	Mobilization (not to exceed 5%)	LS	1	\$15,000.00	\$15,000.00
SCHEDULE C MAPLE AVENUE					
18a	Remove and replace drywell	EA	1	\$18,000.00	\$18,000.00
19a	Loaming and seeding	SY	600	\$75.00	\$45,000.00
20a	Milling	SY	3,580	\$10.00	\$35,800.00
20b	1-1/2-inch top course curb-to-curb pavement	TON	320	\$185.00	\$59,200.00
20c	Additional pavement	TON	40	\$300.00	\$12,000.00
20d	Paved aprons at mailbox	SY	60	\$119.44	\$7,166.40
21a	Inlet protection	EA	5	\$1,500.00	\$7,500.00
21b	Silt fence	LF	120	\$12.00	\$1,440.00
22a	Uniformed police officers for traffic control	HR	80	\$60.00	\$4,800.00
23a	Mobilization (not to exceed 5%)	LS	1	\$10,000.00	\$10,000.00
				Schedule A	\$576,425.20
				Schedule B	\$68,940.00
				Schedule C	\$200,906.40
				Base Bid	\$846,271.60
				1: Math error. 2 :math error, addendum 2 quantity change 3: Mobilization exceeds 5%	

BID TABULATION

Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project
Bids Received on February 8, 2024 @ 10:00 am

Item No.	Description	Unit	Estimated Quantity	E. T. & L. Corp. MA		Stow,
				Unit Price	Total Amount	
SCHEDULE A BRIDGE STREET						
1a	6-inch HDPE drain pipe	LF	45	\$90.00	\$4,050.00	
1b	15-inch HDPE drain pipe	LF	80	\$130.00	\$10,400.00	
2a	Precast concrete drain manhole	EA	1	\$8,000.00	\$8,000.00	
2b	Precast concrete catch basin	EA	2	\$8,000.00	\$16,000.00	
2c	Stormwater treatment system	EA	1	\$20,000.00	\$20,000.00	
3a	Rock excavation and disposal	CY	25	\$150.00	\$3,750.00	
4a	Changes in earthwork	CY	50	\$86.00	\$4,300.00	
4b	Unsuitable material	CY	50	\$86.00	\$4,300.00	
4c	Test pits	CY	30	\$165.00	\$4,950.00	
4d	Additional crushed stone	CY	50	\$140.00	\$7,000.00	
5a	Loaming and seeding	SY	400	\$18.50	\$7,400.00	
5b	Modified rockfill apron	SF	180	\$45.00	\$8,100.00	
5c	Rip rap scour hole	EA	10	\$180.00	\$1,800.00	
6a	Hot mix asphalt curb	LF	370	\$13.00	\$4,810.00	
7a	Temporary trench pavement	LF	80	\$45.00	\$3,600.00	
7b	Milling	SY	40	\$120.00	\$4,800.00	
7c	Roadway reconstruction	SY	560	\$47.50	\$26,600.00	
7d	2-1/2-inch binder course curb-to-curb pavement	TON	90	\$260.00	\$23,400.00	
7e	1-1/2-inch top course curb-to-curb pavement	TON	60	\$198.00	\$11,880.00	
7f	Additional pavement	TON	20	\$255.00	\$5,100.00	
7g	Pavement markings	SF	20	\$24.00	\$480.00	
8a	Segmental block retaining wall	SF	2,150	\$100.00	\$215,000.00	
8b	Temporary excavation support system	LS	1	\$170,000.00	\$170,000.00	
9a	Chain link fence	LF	140	\$100.00	\$14,000.00	
9b	Guard rail	LF	340	\$34.00	\$11,560.00	
9c	Construction fence	LF	550	\$9.00	\$4,950.00	
10a	Inlet protection	EA	2	\$250.00	\$500.00	
10b	Silt fence	LF	200	\$7.00	\$1,400.00	
10c	Straw wattle	LF	100	\$13.50	\$1,350.00	
11a	Utility pole relocation, allowance	EA	1	\$15,000.00	\$15,000.00	
12a	Uniformed police officers for traffic control	HR	700	\$60.00	\$42,000.00	
13a	Mobilization (not to exceed 5%)	LS	1	\$32,000.00	\$32,000.00	
SCHEDULE B POTW #3						
14a	Loaming and seeding	SY	200	\$21.50	\$4,300.00	
15a	Milling	SY	690	\$8.00	\$5,520.00	
15b	Roadway and driveway reconstruction	SY	80	\$126.00	\$10,080.00	
15c	2-1/2-inch binder course curb-to-curb pavement	TON	15	\$255.00	\$3,825.00	
15d	1-1/2-inch top course curb-to-curb pavement	TON	70	\$170.00	\$11,900.00	
15e	Additional pavement	TON	20	\$255.00	\$5,100.00	
15f	Pavement markings	SF	70	\$11.00	\$770.00	
16a	Silt fence	LF	380	\$7.00	\$2,660.00	
17a	Mobilization (not to exceed 5%)	LS	1	\$2,000.00	\$2,000.00	
SCHEDULE C MAPLE AVENUE						
18a	Remove and replace drywell	EA	1	\$9,000.00	\$9,000.00	
19a	Loaming and seeding	SY	600	\$16.50	\$9,900.00	
20a	Milling	SY	3,580	\$7.00	\$25,060.00	
20b	1-1/2-inch top course curb-to-curb pavement	TON	320	\$168.00	\$53,760.00	
20c	Additional pavement	TON	40	\$255.00	\$10,200.00	
20d	Paved aprons at mailbox	SY	60	\$265.00	\$15,900.00	
21a	Inlet protection	EA	5	\$220.00	\$1,100.00	
21b	Silt fence	LF	120	\$7.00	\$840.00	
22a	Uniformed police officers for traffic control	HR	80	\$60.00	\$4,800.00	
23a	Mobilization (not to exceed 5%)	LS	1	\$3,000.00	\$3,000.00	
				Schedule A	\$688,480.00	
				Schedule B	\$46,155.00	
				Schedule C	\$133,560.00	
				Base Bid	\$868,195.00	

BID TABULATION

Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project
Bids Received on February 8, 2024 @ 10:00 am

Item No.	Description	Unit	Estimated Quantity	Ludlow Construction Ludlow, MA	
				Unit Price	Total Amount
SCHEDULE A BRIDGE STREET					
1a	6-inch HDPE drain pipe	LF	45	\$100.00	\$4,500.00
1b	15-inch HDPE drain pipe	LF	80	\$150.00	\$12,000.00
2a	Precast concrete drain manhole	EA	1	\$7,500.00	\$7,500.00
2b	Precast concrete catch basin	EA	2	\$8,000.00	\$16,000.00
2c	Stormwater treatment system	EA	1	\$25,000.00	\$25,000.00
3a	Rock excavation and disposal	CY	25	\$200.00	\$5,000.00
4a	Changes in earthwork	CY	50	\$40.00	\$2,000.00
4b	Unsuitable material	CY	50	\$50.00	\$2,500.00
4c	Test pits	CY	30	\$100.00	\$3,000.00
4d	Additional crushed stone	CY	50	\$45.00	\$2,250.00
5a	Loaming and seeding	SY	400	\$20.00	\$8,000.00
5b	Modified rockfill apron	SF	180	\$100.00	\$18,000.00
5c	Rip rap scour hole	EA	10	\$100.00	\$1,000.00
6a	Hot mix asphalt curb	LF	370	\$18.00	\$6,660.00
7a	Temporary trench pavement	LF	80	\$25.00	\$2,000.00
7b	Milling	SY	40	\$9.00	\$360.00
7c	Roadway reconstruction	SY	560	\$70.00	\$39,200.00
7d	2-1/2-inch binder course curb-to-curb pavement	TON	90	\$265.00	\$23,850.00
7e	1-1/2-inch top course curb-to-curb pavement	TON	60	\$185.00	\$11,100.00
7f	Additional pavement	TON	20	\$270.00	\$5,400.00
7g	Pavement markings	SF	20	\$25.00	\$500.00
8a	Segmental block retaining wall	SF	2,150	\$160.00	\$344,000.00
8b	Temporary excavation support system	LS	1	\$20,000.00	\$20,000.00
9a	Chain link fence	LF	140	\$110.00	\$15,400.00
9b	Guard rail	LF	340	\$40.00	\$13,600.00
9c	Construction fence	LF	550	\$30.00	\$16,500.00
10a	Inlet protection	EA	2	\$400.00	\$800.00
10b	Silt fence	LF	200	\$15.00	\$3,000.00
10c	Straw wattle	LF	100	\$10.00	\$1,000.00
11a	Utility pole relocation, allowance	EA	1	\$15,000.00	\$15,000.00
12a	Uniformed police officers for traffic control	HR	700	\$60.00	\$42,000.00
13a	Mobilization (not to exceed 5%)	LS	1	\$25,000.00	\$25,000.00
SCHEDULE B POTW #3					
14a	Loaming and seeding	SY	200	\$20.00	\$4,000.00
15a	Milling	SY	690	\$9.00	\$6,210.00
15b	Roadway and driveway reconstruction	SY	80	\$70.00	\$5,600.00
15c	2-1/2-inch binder course curb-to-curb pavement	TON	15	\$265.00	\$3,975.00
15d	1-1/2-inch top course curb-to-curb pavement	TON	70	\$185.00	\$12,950.00
15e	Additional pavement	TON	20	\$270.00	\$5,400.00
15f	Pavement markings	SF	70	\$25.00	\$1,750.00
16a	Silt fence	LF	380	\$10.00	\$3,800.00
17a	Mobilization (not to exceed 5%)	LS	1	\$2,000.00	\$2,000.00
SCHEDULE C MAPLE AVENUE					
18a	Remove and replace drywell	EA	1	\$10,000.00	\$10,000.00
19a	Loaming and seeding	SY	600	\$20.00	\$12,000.00
20a	Milling	SY	3,580	\$9.00	\$32,220.00
20b	1-1/2-inch top course curb-to-curb pavement	TON	320	\$185.00	\$59,200.00
20c	Additional pavement	TON	40	\$270.00	\$10,800.00
20d	Paved aprons at mailbox	SY	60	\$100.00	\$6,000.00
21a	Inlet protection	EA	5	\$400.00	\$2,000.00
21b	Silt fence	LF	120	\$10.00	\$1,200.00
22a	Uniformed police officers for traffic control	HR	80	\$60.00	\$4,800.00
23a	Mobilization (not to exceed 5%)	LS	1	\$5,000.00	\$5,000.00
				Schedule A	\$692,120.00
				Schedule B	\$45,685.00
				Schedule C	\$143,220.00
				Base Bid	\$881,025.00
				1 :math error, addendum 2 quantity change	

BID TABULATION

Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project
Bids Received on February 8, 2024 @ 10:00 am

Item No.	Description	Unit	Estimated Quantity	Clayton D. Davenport Trucking Greenfield, MA	
				Unit Price	Total Amount
SCHEDULE A BRIDGE STREET					
1a	6-inch HDPE drain pipe	LF	45	\$55.00	\$2,475.00
1b	15-inch HDPE drain pipe	LF	80	\$80.00	\$6,400.00
2a	Precast concrete drain manhole	EA	1	\$5,900.00	\$5,900.00
2b	Precast concrete catch basin	EA	2	\$5,900.00	\$11,800.00
2c	Stormwater treatment system	EA	1	\$19,500.00	\$19,500.00
3a	Rock excavation and disposal	CY	25	\$150.00	\$3,750.00
4a	Changes in earthwork	CY	50	\$1.00	\$50.00
4b	Unsuitable material	CY	50	\$1.00	\$50.00
4c	Test pits	CY	30	\$25.00	\$750.00
4d	Additional crushed stone	CY	50	\$28.00	\$1,400.00
5a	Loaming and seeding	SY	400	\$20.00	\$8,000.00
5b	Modified rockfill apron	SF	180	\$50.00	\$9,000.00
5c	Rip rap scour hole	EA	10	\$80.00	\$800.00
6a	Hot mix asphalt curb	LF	370	\$13.00	\$4,810.00
7a	Temporary trench pavement	LF	80	\$1.00	\$80.00
7b	Milling	SY	40	\$12.00	\$480.00
7c	Roadway reconstruction	SY	560	\$45.00	\$25,200.00
7d	2-1/2-inch binder course curb-to-curb pavement	TON	90	\$255.00	\$22,950.00
7e	1-1/2-inch top course curb-to-curb pavement	TON	60	\$170.00	\$10,200.00
7f	Additional pavement	TON	20	\$250.00	\$5,000.00
7g	Pavement markings	SF	20	\$21.00	\$420.00
8a	Segmental block retaining wall	SF	2,150	\$70.00	\$150,500.00
8b	Temporary excavation support system	LS	1	\$288,000.00	\$288,000.00
9a	Chain link fence	LF	140	\$81.00	\$11,340.00
9b	Guard rail	LF	340	\$33.00	\$11,220.00
9c	Construction fence	LF	550	\$6.50	\$3,575.00
10a	Inlet protection	EA	2	\$120.00	\$240.00
10b	Silt fence	LF	200	\$6.00	\$1,200.00
10c	Straw wattle	LF	100	\$9.00	\$900.00
11a	Utility pole relocation, allowance	EA	1	\$15,000.00	\$15,000.00
12a	Uniformed police officers for traffic control	HR	700	\$60.00	\$42,000.00
13a	Mobilization (not to exceed 5%)	LS	1	\$30,000.00	\$30,000.00
SCHEDULE B POTW #3					
14a	Loaming and seeding	SY	200	\$20.00	\$4,000.00
15a	Milling	SY	690	\$12.00	\$8,280.00
15b	Roadway and driveway reconstruction	SY	80	\$75.00	\$6,000.00
15c	2-1/2-inch binder course curb-to-curb pavement	TON	15	\$255.00	\$3,825.00
15d	1-1/2-inch top course curb-to-curb pavement	TON	70	\$170.00	\$11,900.00
15e	Additional pavement	TON	20	\$250.00	\$5,000.00
15f	Pavement markings	SF	70	\$20.00	\$1,400.00
16a	Silt fence	LF	380	\$5.00	\$1,900.00
17a	Mobilization (not to exceed 5%)	LS	1	\$2,000.00	\$2,000.00
SCHEDULE C MAPLE AVENUE					
18a	Remove and replace drywell	EA	1	\$12,000.00	\$12,000.00
19a	Loaming and seeding	SY	600	\$20.00	\$12,000.00
20a	Milling	SY	3,580	\$9.00	\$32,220.00
20b	1-1/2-inch top course curb-to-curb pavement	TON	320	\$170.00	\$54,400.00
20c	Additional pavement	TON	40	\$250.00	\$10,000.00
20d	Paved aprons at mailbox	SY	60	\$200.00	\$12,000.00
21a	Inlet protection	EA	5	\$120.00	\$600.00
21b	Silt fence	LF	120	\$6.00	\$720.00
22a	Uniformed police officers for traffic control	HR	80	\$60.00	\$4,800.00
23a	Mobilization (not to exceed 5%)	LS	1	\$7,000.00	\$7,000.00
				Schedule A	\$692,990.00
				Schedule B	\$44,305.00
				Schedule C	\$145,740.00
				Base Bid	\$883,035.00

BID TABULATION

Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project
Bids Received on February 8, 2024 @ 10:00 am

Item No.	Description	Unit	Estimated Quantity	Northern Construction Service Palmer, MA	
				Unit Price	Total Amount
SCHEDULE A BRIDGE STREET					
1a	6-inch HDPE drain pipe	LF	45	\$70.00	\$3,150.00
1b	15-inch HDPE drain pipe	LF	80	\$120.00	\$9,600.00
2a	Precast concrete drain manhole	EA	1	\$8,000.00	\$8,000.00
2b	Precast concrete catch basin	EA	2	\$8,000.00	\$16,000.00
2c	Stormwater treatment system	EA	1	\$24,000.00	\$24,000.00
3a	Rock excavation and disposal	CY	25	\$170.00	\$4,250.00
4a	Changes in earthwork	CY	50	\$33.00	\$1,650.00
4b	Unsuitable material	CY	50	\$97.00	\$4,850.00
4c	Test pits	CY	30	\$100.00	\$3,000.00
4d	Additional crushed stone	CY	50	\$60.00	\$3,000.00
5a	Loaming and seeding	SY	400	\$20.00	\$8,000.00
5b	Modified rockfill apron	SF	180	\$37.00	\$6,660.00
5c	Rip rap scour hole	EA	10	\$157.00	\$1,570.00
6a	Hot mix asphalt curb	LF	370	\$13.00	\$4,810.00
7a	Temporary trench pavement	LF	80	\$31.00	\$2,480.00
7b	Milling	SY	40	\$7.00	\$280.00
7c	Roadway reconstruction	SY	560	\$45.00	\$25,200.00
7d	2-1/2-inch binder course curb-to-curb pavement	TON	90	\$258.00	\$23,220.00
7e	1-1/2-inch top course curb-to-curb pavement	TON	60	\$170.00	\$10,200.00
7f	Additional pavement	TON	20	\$258.00	\$5,160.00
7g	Pavement markings	SF	20	\$180.00	\$3,600.00
8a	Segmental block retaining wall	SF	2,150	\$78.00	\$167,700.00
8b	Temporary excavation support system	LS	1	\$248,200.00	\$248,200.00
9a	Chain link fence	LF	140	\$97.00	\$13,580.00
9b	Guard rail	LF	340	\$33.00	\$11,220.00
9c	Construction fence	LF	550	\$29.00	\$15,950.00
10a	Inlet protection	EA	2	\$400.00	\$800.00
10b	Silt fence	LF	200	\$11.00	\$2,200.00
10c	Straw wattle	LF	100	\$11.00	\$1,100.00
11a	Utility pole relocation, allowance	EA	1	\$15,000.00	\$15,000.00
12a	Uniformed police officers for traffic control	HR	700	\$60.00	\$42,000.00
13a	Mobilization (not to exceed 5%)	LS	1	\$30,000.00	\$30,000.00
SCHEDULE B POTW #3					
14a	Loaming and seeding	SY	200	\$20.00	\$4,000.00
15a	Milling	SY	690	\$7.00	\$4,830.00
15b	Roadway and driveway reconstruction	SY	80	\$55.00	\$4,400.00
15c	2-1/2-inch binder course curb-to-curb pavement	TON	15	\$258.00	\$3,870.00
15d	1-1/2-inch top course curb-to-curb pavement	TON	70	\$170.00	\$11,900.00
15e	Additional pavement	TON	20	\$258.00	\$5,160.00
15f	Pavement markings	SF	70	\$158.00	\$11,060.00
16a	Silt fence	LF	380	\$11.00	\$4,180.00
17a	Mobilization (not to exceed 5%)	LS	1	\$1,000.00	\$1,000.00
SCHEDULE C MAPLE AVENUE					
18a	Remove and replace drywell	EA	1	\$8,400.00	\$8,400.00
19a	Loaming and seeding	SY	600	\$20.00	\$12,000.00
20a	Milling	SY	3,580	\$7.00	\$25,060.00
20b	1-1/2-inch top course curb-to-curb pavement	TON	320	\$170.00	\$54,400.00
20c	Additional pavement	TON	40	\$258.00	\$10,320.00
20d	Paved aprons at mailbox	SY	60	\$144.00	\$8,640.00
21a	Inlet protection	EA	5	\$400.00	\$2,000.00
21b	Silt fence	LF	120	\$11.00	\$1,320.00
22a	Uniformed police officers for traffic control	HR	80	\$60.00	\$4,800.00
23a	Mobilization (not to exceed 5%)	LS	1	\$1,000.00	\$1,000.00
				Schedule A	\$716,430.00
				Schedule B	\$50,400.00
				Schedule C	\$127,940.00
				Base Bid	\$894,770.00

BID TABULATION

Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project
Bids Received on February 8, 2024 @ 10:00 am

Item No.	Description	Unit	Estimated Quantity	Morais Concrete Service Inc Springfield, MA	
				Unit Price	Total Amount
SCHEDULE A BRIDGE STREET					
1a	6-inch HDPE drain pipe	LF	45	\$85.00	\$3,825.00
1b	15-inch HDPE drain pipe	LF	80	\$110.00	\$8,800.00
2a	Precast concrete drain manhole	EA	1	\$7,500.00	\$7,500.00
2b	Precast concrete catch basin	EA	2	\$7,500.00	\$15,000.00
2c	Stormwater treatment system	EA	1	\$70,000.00	\$70,000.00
3a	Rock excavation and disposal	CY	25	\$75.00	\$1,875.00
4a	Changes in earthwork	CY	50	\$0.01	\$0.50
4b	Unsuitable material	CY	50	\$0.01	\$0.50
4c	Test pits	CY	30	\$0.01	\$0.30
4d	Additional crushed stone	CY	50	\$45.00	\$2,250.00
5a	Loaming and seeding	SY	400	\$10.00	\$4,000.00
5b	Modified rockfill apron	SF	180	\$75.00	\$13,500.00
5c	Rip rap scour hole	EA	10	\$100.00	\$1,000.00
6a	Hot mix asphalt curb	LF	370	\$12.00	\$4,440.00
7a	Temporary trench pavement	LF	80	\$40.00	\$3,200.00
7b	Milling	SY	40	\$40.00	\$1,600.00
7c	Roadway reconstruction	SY	560	\$45.00	\$25,200.00
7d	2-1/2-inch binder course curb-to-curb pavement	TON	90	\$265.00	\$23,850.00
7e	1-1/2-inch top course curb-to-curb pavement	TON	60	\$200.00	\$12,000.00
7f	Additional pavement	TON	20	\$250.00	\$5,000.00
7g	Pavement markings	SF	20	\$200.00	\$4,000.00
8a	Segmental block retaining wall	SF	2,150	\$190.00	\$408,500.00
8b	Temporary excavation support system	LS	1	\$0.01	\$0.01
9a	Chain link fence	LF	140	\$100.00	\$14,000.00
9b	Guard rail	LF	340	\$45.00	\$15,300.00
9c	Construction fence	LF	550	\$20.00	\$11,000.00
10a	Inlet protection	EA	2	\$300.00	\$600.00
10b	Silt fence	LF	200	\$6.00	\$1,200.00
10c	Straw wattle	LF	100	\$6.00	\$600.00
11a	Utility pole relocation, allowance	EA	1	\$15,000.00	\$15,000.00
12a	Uniformed police officers for traffic control	HR	700	\$60.00	\$42,000.00
13a	Mobilization (not to exceed 5%)	LS	1	\$34,000.00	\$34,000.00
SCHEDULE B POTW #3					
14a	Loaming and seeding	SY	200	\$10.00	\$2,000.00
15a	Milling	SY	690	\$8.00	\$5,520.00
15b	Roadway and driveway reconstruction	SY	80	\$45.00	\$3,600.00
15c	2-1/2-inch binder course curb-to-curb pavement	TON	15	\$245.00	\$3,675.00
15d	1-1/2-inch top course curb-to-curb pavement	TON	70	\$180.00	\$12,600.00
15e	Additional pavement	TON	20	\$245.00	\$4,900.00
15f	Pavement markings	SF	70	\$60.00	\$4,200.00
16a	Silt fence	LF	380	\$6.00	\$2,280.00
17a	Mobilization (not to exceed 5%)	LS	1	\$1,500.00	\$1,500.00
SCHEDULE C MAPLE AVENUE					
18a	Remove and replace drywell	EA	1	\$10,000.00	\$10,000.00
19a	Loaming and seeding	SY	600	\$10.00	\$6,000.00
20a	Milling	SY	3,580	\$8.00	\$28,640.00
20b	1-1/2-inch top course curb-to-curb pavement	TON	320	\$175.00	\$56,000.00
20c	Additional pavement	TON	40	\$245.00	\$9,800.00
20d	Paved aprons at mailbox	SY	60	\$90.00	\$5,400.00
21a	Inlet protection	EA	5	\$300.00	\$1,500.00
21b	Silt fence	LF	120	\$6.00	\$720.00
22a	Uniformed police officers for traffic control	HR	80	\$60.00	\$4,800.00
23a	Mobilization (not to exceed 5%)	LS	1	\$5,500.00	\$5,500.00
				Schedule A	\$749,241.31
				Schedule B	\$40,275.00
				Schedule C	\$128,360.00
				Base Bid	\$917,876.31

BID TABULATION

Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project
Bids Received on February 8, 2024 @ 10:00 am

Item No.	Description	Unit	Estimated Quantity	A. J. Virgilio Construction Westfield, MA	
				Unit Price	Total Amount
SCHEDULE A BRIDGE STREET					
1a	6-inch HDPE drain pipe	LF	45	\$140.00	\$6,300.00
1b	15-inch HDPE drain pipe	LF	80	\$160.00	\$12,800.00
2a	Precast concrete drain manhole	EA	1	\$7,700.00	\$7,700.00
2b	Precast concrete catch basin	EA	2	\$7,525.00	\$15,050.00
2c	Stormwater treatment system	EA	1	\$21,500.00	\$21,500.00
3a	Rock excavation and disposal	CY	25	\$300.00	\$7,500.00
4a	Changes in earthwork	CY	50	\$50.00	\$2,500.00
4b	Unsuitable material	CY	50	\$105.00	\$5,250.00
4c	Test pits	CY	30	\$195.00	\$5,850.00
4d	Additional crushed stone	CY	50	\$135.00	\$6,750.00
5a	Loaming and seeding	SY	400	\$34.00	\$13,600.00
5b	Modified rockfill apron	SF	180	\$95.00	\$17,100.00
5c	Rip rap scour hole	EA	10	\$735.00	\$7,350.00
6a	Hot mix asphalt curb	LF	370	\$35.00	\$12,950.00
7a	Temporary trench pavement	LF	80	\$45.00	\$3,600.00
7b	Milling	SY	40	\$100.00	\$4,000.00
7c	Roadway reconstruction	SY	560	\$65.00	\$36,400.00
7d	2-1/2-inch binder course curb-to-curb pavement	TON	90	\$287.00	\$25,830.00
7e	1-1/2-inch top course curb-to-curb pavement	TON	60	\$338.00	\$20,280.00
7f	Additional pavement	TON	20	\$618.00	\$12,360.00
7g	Pavement markings	SF	20	\$25.00	\$500.00
8a	Segmental block retaining wall	SF	2,150	\$121.00	\$260,150.00
8b	Temporary excavation support system	LS	1	\$77,500.00	\$77,500.00
9a	Chain link fence	LF	140	\$125.00	\$17,500.00
9b	Guard rail	LF	340	\$65.00	\$22,100.00
9c	Construction fence	LF	550	\$8.00	\$4,400.00
10a	Inlet protection	EA	2	\$225.00	\$450.00
10b	Silt fence	LF	200	\$14.00	\$2,800.00
10c	Straw wattle	LF	100	\$13.00	\$1,300.00
11a	Utility pole relocation, allowance	EA	1	\$15,000.00	\$15,000.00
12a	Uniformed police officers for traffic control	HR	700	\$60.00	\$42,000.00
13a	Mobilization (not to exceed 5%)	LS	1	\$34,000.00	\$34,000.00
SCHEDULE B POTW #3					
14a	Loaming and seeding	SY	200	\$42.00	\$8,400.00
15a	Milling	SY	690	\$11.50	\$7,935.00
15b	Roadway and driveway reconstruction	SY	80	\$115.00	\$9,200.00
15c	2-1/2-inch binder course curb-to-curb pavement	TON	15	\$885.00	\$13,275.00
15d	1-1/2-inch top course curb-to-curb pavement	TON	70	\$470.00	\$32,900.00
15e	Additional pavement	TON	20	\$625.00	\$12,500.00
15f	Pavement markings	SF	70	\$25.00	\$1,750.00
16a	Silt fence	LF	380	\$14.00	\$5,320.00
17a	Mobilization (not to exceed 5%)	LS	1	\$4,500.00	\$4,500.00
SCHEDULE C MAPLE AVENUE					
18a	Remove and replace drywell	EA	1	\$12,000.00	\$12,000.00
19a	Loaming and seeding	SY	600	\$37.00	\$22,200.00
20a	Milling	SY	3,580	\$10.00	\$35,800.00
20b	1-1/2-inch top course curb-to-curb pavement	TON	320	\$275.00	\$88,000.00
20c	Additional pavement	TON	40	\$618.00	\$24,720.00
20d	Paved aprons at mailbox	SY	60	\$295.00	\$17,700.00
21a	Inlet protection	EA	5	\$225.00	\$1,125.00
21b	Silt fence	LF	120	\$14.00	\$1,680.00
22a	Uniformed police officers for traffic control	HR	80	\$60.00	\$4,800.00
23a	Mobilization (not to exceed 5%)	LS	1	\$10,000.00	\$10,000.00
				Schedule A	\$722,370.00
				Schedule B	\$95,780.00
				Schedule C	\$218,025.00
				Base Bid	\$1,036,175.00

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SECTION 00410
FORM OF GENERAL BID

Proposal of A. Martins & Sons Construction, Inc. (hereinafter called "Bidder")*

- a corporation, organized and existing under the laws of the State of Massachusetts
- a joint venture
- a limited liability company
- a partnership

an individual doing business as _____

*Insert corporation, partnership, joint venture, limited liability company, or individual as applicable.

To the Town of Erving, Massachusetts (hereinafter called the Owner).

All:

The undersigned Bidder, in compliance with your invitation for bids for the construction of BRIDGE STREET WALL REPLACEMENT PROJECT AND MAPLE AVENUE ROADWAY IMPROVEMENTS PROJECT having examined the plans and specifications with related documents and the site of the proposed work and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all superintendence, labor, services, materials, equipment, plant, machinery, apparatus, appliances, tools, supplies, bailing, shoring, removal, and all other things necessary to construct the project in accordance with the contract documents, as prepared by Weston & Sampson Engineers, Inc., within the time set forth therein and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this bid is a part.

The Bidder hereby agrees that if selected as the Contractor it will commence work under this contract on or before a date to be fixed in the written "Notice to Proceed" given by the Owner to the Contractor and to fully complete within 120 days as noted on the Notice to Proceed. The Bidder further agrees to pay as liquidated damages the sum of \$1,250 for each consecutive calendar day thereafter during which the work has not been fully completed, as

provided in the "Liquidated Damages" provisions of Section 00800 SUPPLEMENTARY CONDITIONS.

Bidder acknowledges receipt of the following addenda:

- No. 1 Dated: 1/11/24

- No. 2 Dated: 1/24/24

- No. 3 Dated: 1/21/24

- No. Dated:

The Bidder acknowledges to have inspected the site and to have read and to be thoroughly familiar with the Contract Documents (including all addenda). The failure or omission of any bidder to examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect of its bid.

The Bidder agrees to perform the work described in the specifications and shown on the plans for the following lump sum or unit prices:

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All entries shall be made clearly in ink or typewritten. Amounts are to be shown in both words and figures. In case of discrepancy between the prices written in words and those written in figures, the amount shown in words shall govern. In the event there is a discrepancy between the unit prices and the total sum of all of the items (the computed contract price), the unit prices shall govern.

The above unit prices shall include all superintendence, labor, services, materials, equipment, plant, machinery, apparatus, appliances, tools, supplies, bailing, shoring, removal, and all other things necessary to cover the finished work of the several kinds called for.

The Bidder understands that all bids for this project are subject to the applicable bidding laws of the Commonwealth of Massachusetts, including General Laws Chapter 30, Section 39M, as amended.

The contract will be awarded to the lowest responsible and eligible bidder.

The Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding.

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of 30 days, Saturdays, Sundays and legal holidays excluded, after the opening of bids.

Within 10 days of receipt of the written notice of acceptance of this bid, the Bidder will execute the formal agreement attached in Section 00520 AGREEMENT and provide the requisite payment and performance bonds and certificates of insurance.

Bid security is attached in the sum of five percent (5%) of the total bid in accordance with the conditions of Section 00200 INSTRUCTIONS TO BIDDERS. The bid security may become the property of the Owner in the event the contract and bond are not executed within the time set forth above.

The selected Contractor shall furnish a performance bond and a payment bond in an amount at least equal to one hundred percent (100%) of the contract prices in accordance with

Section 00520 AGREEMENT, Section 00610 PERFORMANCE BOND, Section 00615 PAYMENT BOND, and as stipulated in Section 00700 GENERAL CONDITIONS of these specifications.

The undersigned offers the following information as evidence of its qualifications to perform the work as bid upon according to all the requirements of the plans and specifications.

- 1. Have been in business under present name for 20 years.
- 2. The names and addresses of all persons interested in the bid (if made by a partnership or corporation) as Principals, are as follows:

A. Martins & Sons Construction, Inc.

Antonio Martins

679 Moore Street Ludlow MA 01056

(Attach supplementary list if necessary)

Last Modified: 01/02/2024 at 2:30PM EST

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
SCHEDULE A BRIDGE STREET WALL REPLACEMENT			
1 DRAINAGE PIPE COMPLETE IN PLACE			
1a.	6-inch HDPE N-12 WT drain pipe, per linear foot		
	One Hundred	45 LF	\$ 4,500
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 100		
	<i>Unit Price in Figures</i>		
1b.	12-inch HDPE N-12 WT drain pipe, per linear foot		
	One Hundred Fifty	80 LF	\$ 12,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 150		
	<i>Unit Price in Figures</i>		
2 MANHOLES, CATCH BASINS, STORMWATER TREATMENT SYSTEMS AND APPURTENANCES			
2a.	Precast concrete drain manhole with frame and cover, per each		
	Eight Thousand	1 EA	\$ 8,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 8,000		
	<i>Unit Price in Figures</i>		
2b.	Precast concrete catch basin with frame and grate, per each		
	Six Thousand	2 EA	\$ 12,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 6,000		
	<i>Unit Price in Figures</i>		
2c.	Stormwater treatment system, per each		
	Twenty Thousand	1 EA	\$ 20,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 20,000		
	<i>Unit Price in Figures</i>		
3 ROCK EXCAVATION AND DISPOSAL			
3a.	Rock excavation and disposal, per cubic yard		
	One Hundred	25 CY	\$ 2,500
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 100		
	<i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

59,000

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
4 MISCELLANEOUS EARTHWORK			
4a.	Changes in earthwork, per cubic yard		
	One	50 CY	\$ 50
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 1		
	<i>Unit Price in Figures</i>		
4b.	Unsuitable material, per cubic yard		
	One	50 CY	\$ 50
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 1		
	<i>Unit Price in Figures</i>		
4c.	Test pits, per cubic yard		
	One Hundred	30 CY	\$ 3,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 100		
	<i>Unit Price in Figures</i>		
4d.	Additional crushed stone, per cubic yard		
	One	50 CY	\$ 50
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 1		
	<i>Unit Price in Figures</i>		
5 SURFACE RESTORATION			
5a.	Loaming and seeding, per square yard		
	Fifteen	400 SY	\$ 6,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 15		
	<i>Unit Price in Figures</i>		
5b.	Modified rockfill apron, per square yard		
	Twenty Eight	180 SY	\$ 5,040
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 28		
	<i>Unit Price in Figures</i>		

14,190

*Indeterminate quantity assumed for bid comparison only

Last Modified: 01/02/2024 at 2:30PM EST

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
5c.	Rip rap scour hole, per square yard		
	One Hundred	10 SY	\$ 1,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 100		
	<i>Unit Price in Figures</i>		
6	2	HOT MIX ASPHALT CURB	
6a.	Hot mix asphalt curb, per linear foot		
	Eighteen	370 LF	\$ 6,660
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 18		
	<i>Unit Price in Figures</i>		
7		PAVEMENT REPLACEMENT	
7a.	Temporary trench pavement, per linear foot		
	Fifteen	80 LF	\$ 1,200
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 15		
	<i>Unit Price in Figures</i>		
7b.	Milling, per square yard		
	Ten	40 SY	\$ 400
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 10		
	<i>Unit Price in Figures</i>		
7c.	Roadway reconstruction, per square yard		
	Fifty	560 SY	\$ 28,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 50		
	<i>Unit Price in Figures</i>		
7d.	Binder course pavement, per ton		
	Two Hundred Sixty	90 TON	\$ 23,400
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 260		
	<i>Unit Price in Figures</i>		

60,660

*Indeterminate quantity assumed for bid comparison only

Last Modified: 01/02/2024 at 2:30PM EST

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
7e.	Top course pavement, per ton		
	One Hundred Seventy One	60 TON	\$ 10,260
	<i>Unit price, Dollars and cents (words)</i> \$ 171 <i>Unit Price in Figures</i>		
7f.	Additional pavement, per ton		
	One	20 TON	\$ 20
	<i>Unit price, Dollars and cents (words)</i> \$ 1 <i>Unit Price in Figures</i>		
7g.	Pavement markings, per square foot		
	Twenty	20 SF	\$ 400
	<i>Unit price, Dollars and cents (words)</i> \$ 20 <i>Unit Price in Figures</i>		
8 SEGMENTAL BLOCK RETAINING WALLS AND TEMPORARY EXCAVATION SUPPORT			
8a.	Segmental block retaining wall, per square foot		
	One Hundred Ten	2,150 SF	\$ 236,500
	<i>Unit price, Dollars and cents (words)</i> \$ 110 <i>Unit Price in Figures</i>		
8b.	Temporary excavation support, lump sum		
	Fifty Thousand	1 LS	\$ 50,000
	<i>Unit price, Dollars and cents (words)</i> \$ 50,000 <i>Unit Price in Figures</i>		
9 FENCES AND GUARD RAILS			
9a.	Chain link fence, per linear foot		
	Ninety	140 LF	\$ 12,600
	<i>Unit price, Dollars and cents (words)</i> \$ 90 <i>Unit Price in Figures</i>		

309,780

*Indeterminate quantity assumed for bid comparison only

Last Modified: 01/02/2024 at 2:30PM EST

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
9b.	Steel highway guard rail, per linear foot		
	Thirty Seven	340 LF	\$ 12,580
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 37		
	<i>Unit Price in Figures</i>		
9c.	Construction fence, per linear foot		
	Ten	280 LF	\$ 2,800
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 10		
	<i>Unit Price in Figures</i>		
10 ENVIRONMENTAL PROTECTION			
10a.	Inlet protection, per each		
	Two Hundred Fifty	2 EA	\$ 500
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 250		
	<i>Unit Price in Figures</i>		
10b.	Silt fence, per linear foot		
	Ten	200 LF	\$ 2,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 10		
	<i>Unit Price in Figures</i>		
10c.	Straw wattle, per linear foot		
	Ten	100 LF	\$ 1,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 10		
	<i>Unit Price in Figures</i>		
11 UTILITY POLE RELOCATION			
11a.	Utility pole relocation, allowance		
	Fifteen Thousand Dollars and Zero Cents	1 LS	\$15,000.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$15,000.00		
	<i>Unit Price in Figures</i>		Fifteen Thousand Dollars and Zero Cents

33,880

*Indeterminate quantity assumed for bid comparison only

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Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
12 TRAFFIC CONTROL			
12a.	Uniformed officers for traffic control, per hour		
	Sixty dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	700 HR	\$42,000.00
	\$60.00 <i>Unit Price in Figures</i>	Forty Two Thousand Dollars and Zero Cents	
13 MOBILIZATION			
13a.	Mobilization (Schedule A, not more than 5% of the total of items 1a through 12a), lump sum		
	Twenty Two Thousand	1 LS	\$ 22,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 22,000 <i>Unit Price in Figures</i>		
SCHEDULE B POTW #3 PAVEMENT IMPROVEMENTS			
14 SURFACE RESTORATION			
14a.	Loaming and seeding, per square yard		
	Fifteen	200 SY	\$ 3,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 15 <i>Unit Price in Figures</i>		
15 PAVEMENT REPLACEMENT			
15a.	Milling, per square yard		
	Ten	690 SY	\$ 6,900
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 10 <i>Unit Price in Figures</i>		
15b.	Roadway reconstruction, per square yard		
	fifty	80 SY	\$ 4,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 50 <i>Unit Price in Figures</i>		
15c.	Binder course pavement, per ton		
	Two Hundred Sixty	15 TON	\$ 3,900
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 260 <i>Unit Price in Figures</i>		

17,800

*Indeterminate quantity assumed for bid comparison only

Last Modified: 01/02/2024 at 2:30PM EST

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
15d.	Top course pavement, per ton		
	One Hundred Seventy One	70 TON	\$ 11,970
	Unit price, Dollars and cents (words) \$ 171 Unit Price in Figures		
15e.	Additional pavement, per ton		
	One	20 TON	\$ 20
	Unit price, Dollars and cents (words) \$ 1 Unit Price in Figures		
15f.	Pavement marking, per square foot		
	Twenty	70 SF	\$ 1,400
	Unit price, Dollars and cents (words) \$ 20 Unit Price in Figures		
16 ENVIRONMENTAL PROTECTION			
16a.	Silt fence, per linear foot		
	Ten	380 LF	\$ 3,800
	Unit price, Dollars and cents (words) \$ 10 Unit Price in Figures		
17 MOBILIZATION			
17a.	Mobilization (Schedule B, not more than 5% of the total of items 14a through 16a), lump sum		
	One Thousand Five Hundred	1 LS	\$ 1,500
	Unit price, Dollars and cents (words) \$ 1,500 Unit Price in Figures		
SCHEDULE C MAPLE AVENUE ROADWAY IMPROVEMENTS			
18 REMOVE AND REPLACE DRYWELLS			
18a.	Remove and replace drywell, each		
	Ten Thousand	1 EA	\$ 10,000
	Unit price, Dollars and cents (words) \$ 10,000 Unit Price in Figures		

Last Modified: 01/02/2024 at 2:30PM EST

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Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
19 SURFACE RESTORATION			
19a.	Loaming and seeding, per square yard		
	Fifteen	600 SY	\$ 9,000
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 15		
	<i>Unit Price in Figures</i>		
20 PAVEMENT REPLACEMENT			
20a.	Milling, per square yard		
	Ten	3,580 SY	\$ 35,800
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 10		
	<i>Unit Price in Figures</i>		
20b.	Top course pavement, per ton		
	One Hundred Seventy One	320 TON	\$ 54,720
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 171		
	<i>Unit Price in Figures</i>		
20c.	Additional pavement, per ton		
	One	40 TON	\$ 40
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 1		
	<i>Unit Price in Figures</i>		
20d.	Paved apron at mailbox, per square yard		
	Eighty	60 SY	\$ 4,800
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 80		
	<i>Unit Price in Figures</i>		
21 ENVIRONMENTAL PROTECTION			
21a.	Inlet protection, per each		
	Two Hundred Fifty	5 EA	\$ 1,250
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 250		
	<i>Unit Price in Figures</i>		
21b.	Silt fence, per linear foot		
	Ten	120 LF	\$ 1,200
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 10		
	<i>Unit Price in Figures</i>		

106,810

*Indeterminate quantity assumed for bid comparison only

Last Modified: 01/02/2024 at 2:30PM EST

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
22a.	Uniformed officers for traffic control, per hour		
	Sixty dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	80 HR	\$4,800.00
	\$60.00 <i>Unit Price in Figures</i>		Four Thousand Eight Hundred Dollars and Zero Cents

23 MOBILIZATION			
23a.	Mobilization (Schedule C, not more than 5% of the total of items 18a through 22a), lump sum		
	Five Thousand Five Hundred <i>Unit price, Dollars and cents (words)</i>	1 LS	\$ 5,500
	\$ 5,500 <i>Unit Price in Figures</i>		

The proposed contract price for Schedule A, Items 1a thru 13a, is:	541,510.00 <i>Total Bid in Figures</i>
--	---

five hundred forty one thousand five hundred ten dollars <i>Total Bid, Dollars and Cents (words)</i>

The proposed contract price for Schedule B, Items 14a thru 17a, is:	36,490 <i>Total Bid in Figures</i>
---	---------------------------------------

thirty six thousand four hundred ninety dollars <i>Total Bid, Dollars and Cents (words)</i>
--

The proposed contract price for Schedule C, Items 18a thru 23a, is:	127,110 <i>Total Bid in Figures</i>
---	--

one hundred twenty seven thousand one hundred ten dollars <i>Total Bid, Dollars and Cents (words)</i>
--

The proposed contract price for the Base Bid, Schedule A plus Schedule B plus Schedule C, Items 1a thru 23a, is:	705,110 <i>Total Bid in Figures</i>
--	--

seven hundred five thousand one hundred ten dollars <i>Total Bid, Dollars and Cents (words)</i>
--

Last Modified: 01/02/2024, at 2:30PM EST

*Indeterminate quantity assumed for bid comparison only

3. The Bidder shall state below what work of a similar character to that included in the proposed contract it has done, and give references that will enable the Owner to judge its experience, skill and business standing (add supplementary page if necessary).

Completion Date	Project Name	Contract Amount	Design Engineer	Reference Name	Telephone No.
a.					
b.					
c.				SEE ATTACHED	
d.					
e.					
f.					

Pursuant to M.G.L. CH. 62C, Sec 49A, the undersigned Bidder certifies under the penalties of perjury that it is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

The undersigned Bidder hereby certifies it will comply with the specific affirmative action steps contained in the EEO/AA provisions of this Contract, including compliance with the Disadvantaged Business Enterprise provisions as required under these contract provisions. The contractor receiving the award of the contract shall incorporate the EEO/AA provisions of this contract into all subcontracts and purchase orders so that such provisions will be binding upon each subcontractor or vendor.

The undersigned Bidder hereby certifies that (1) it is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work; (2) that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and 3) that all employees to be employed in the work subject to this bid have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration.

The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this paragraph the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

The undersigned Bidder hereby certifies, under pains and penalties of perjury, that the foregoing bid is based upon the payment to laborers to be employed on the project of wages in an amount no less than the applicable prevailing wage rates established for the project by the Massachusetts Department of Labor and Workforce Development. The undersigned bidder agrees to indemnify the awarding authority for, from and against any loss, expense, damages, actions or claims, including any expense incurred in connection with any delay or stoppage of

the project work arising out of or as a result of (1) the failure of the said bid to be based upon the payment of the said applicable prevailing wage rates or (2) the failure of the bidder, if selected as the Contractor, to pay laborers employed on the project the said applicable prevailing wage rates.

The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the Commonwealth of Massachusetts under the provisions of Section Twenty-Nine F of Chapter Twenty-Nine, Section 25C (10) of Chapter 152 (workers' compensation) or any other applicable debarment provisions of any other Chapter of the General Laws or any rule or regulations promulgated thereunder; and is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.

Respectfully submitted:

Date 2/8/24

By Antonio Martins

(Signature)

Antonio Martins

(Name - Typed or Printed)

President

(Title)

(SEAL - if bid is by a corporation)

A. Martins & Sons Construction, Inc.

(Business Name)

432037646

(Federal ID Number)

679 Moore Street Ludlow MA 01056

(Business Address)

(City and State)

413-544-8624

(Telephone Number)

413-324-1040

(Fax Number)

Last Modified: 01/02/2024 at 2:30PM EST

A. Martins & Sons Construction Inc.

679 Moore St. Ludlow, MA 01056

413-283-9630 fax 413-283-9631 amartinsinc1@aol.com

SOMWBA CERTIFIED

February 7, 2024

I have been in construction since 1985 and have been in business under my current business name since 2004. Projects recently performed by A. Martins & Sons Construction Inc., as follows;

Sanderson Street Reconstruction, Greenfield MA. Contact: Alan Twarog @ City of Greenfield Engineering 413-522-1749. Contract amount \$1,700,000.00

Town of Ludlow Various Projects 2009-2012 Annual contracts over the past Several Years in 2007 East St. Corridor Revitalization Project \$450,000.00 , and Drainage, New sidewalks , Structures, Granite curb, Pavement etc. Contact Person Ken Batista @ Town of Ludlow D.P.W. 413-583-5652

Town of Athol, MA Improvements 2015 Phase 1 . Contact Bill Storti @ Weston & Sampson Engineers 860-806-5299 contract amount \$671,594.00

City of North Adams ADA/AAB Sidewalk Compliance Phase 1 # NA2012-010 \$300,000.00 Contact Tim Lescarbeau 413-662-3046

Prospect St. Reconstruction Project, Vernon, CT Contact person Town Engineer David Gooch 860-870-3682 @ dgooch@vernon-ct.gov contract amount \$ 950,000.00

Monastery Ave. Water Main W. Spfld., MA Contact person Town Engineer Bob Donahue 413-204-3182 contract amount \$ 430,000.00

RT 20 Water Main Replacement Chester, MA Contact person FST Engineering Warren Sweetser 978-490-5069 wsweetser@gmail.com contract amount \$ 520,000.00

Quaboag Street Reconstruction Warren, MA. Contact: Bill Storti, Weston & Sampson Engineers 860-616-5453, stortiw@wseinc.com. Contract amount \$1,350,00.00

North Road Water Main Installation ,Westfield, MA Contact person Town Engineer Mark Cressotti 413-564-3109 \$ 600,000.00

North Street Reconstruction, Buckland MA 2017. Contact Mike Carter @ GCG Associates 978-204-0421. Contract Amount \$562,000.00

Mayflower Circle Water Line, Holden, MA Contact person CDM Engineers Tom Sheriden 613-633-1183 \$ 300,000.00

Elms Street Reconstruction, Ware MA, Contact person Alex Bouthillette, Tighe&Bond Engineers 413-572-3229 Contract Amount \$500,000.00

Pleasant Street Sidewalk Reconstruction, Athol MA, Contact person Bill Storti, Weston & Sampson Engineers 860-806-5299. Contract Amount \$400,000.00

Spring Street Reconstruction, Ware MA. Contact person Gibby Sorel 413-668-4942 Contract Amount \$475,000.00

Any Further Information needed please do not hesitate to call me . Thank You, Antonio M. Martins 413-330-0010

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

A Martins & Sons Construction Inc.
679 Moore St
Ludlow, MA 01056

SURETY:

(Name, legal status and principal place of business)

Employers Mutual Casualty Company
P.O. Box 712
Des Moines, IA 50306-0712
Mailing Address for Notices

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

OWNER:

(Name, legal status and address)

Town of Erving
12 East Main St
Erving, MA 01344

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

BOND AMOUNT: 5% Five Percent of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 8th day of February, 2024.

Machado Martins
(Witness)

Jehanne Raptor
(Witness)

A Martins & Sons Construction Inc.
(Principal) *(Seal)*

By: Antonio Martins
(Title) President

Employers Mutual Casualty Company
(Surety) *(Seal)*

By: Gail M. Perrin
(Title) Gail M. Perrin, Attorney-in-Fact





P.O. Box 712 • Des Moines, Iowa 50306-0712

CERTIFICATE OF AUTHORITY INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

- 1. Employers Mutual Casualty Company, an Iowa Corporation
- 2. EMCASCO Insurance Company, an Iowa Corporation
- 3. Union Insurance Company of Providence, an Iowa Corporation
- 4. Illinois EMCASCO Insurance Company, an Iowa Corporation
- 5. Dakota Fire Insurance Company, a North Dakota Corporation
- 6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

Gail M. Perrin

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the following Surety Bond:

Surety Bond Number: Bid Bond
 Principal : A Martins & Sons Construction Inc.
 Obligee : Town of Erving

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

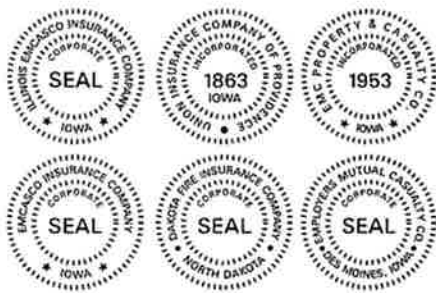
AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 19th day of September, 2022.

Seals



Scott R. Jean
 Scott R. Jean, President & CEO
 of Company 1 (Chairman, President
 & CEO of Companies 2, 3, 4, 5 & 6

Todd Strother
 Todd Strother, Executive Vice President
 Chief Legal Officer & Secretary of
 Companies 1, 2, 3, 4, 5 & 6

On this 19th day of September, 2022 before me a Notary Public in and for the State of Iowa, personally appeared Scott R. Jean and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President, Executive Vice President, Chief Legal Officer and/or Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Scott R. Jean and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2025.

Kathy Loveridge
 Notary Public in and for the State of Iowa



CERTIFICATE

I, Ryan J. Springer, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 19th day of September, 2022, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 8th day of February, 2024.

Ryan J. Springer
 Vice President

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SECTION 00410
FORM OF GENERAL BID

Proposal of E.T.&L. Corp. (hereinafter called "Bidder")*

a corporation, organized and existing under the laws of the State of Massachusetts

a joint venture

a limited liability company

a partnership

an individual doing business as _____

*Insert corporation, partnership, joint venture, limited liability company, or individual as applicable.

To the Town of Erving, Massachusetts (hereinafter called the Owner).

All:

The undersigned Bidder, in compliance with your invitation for bids for the construction of BRIDGE STREET WALL REPLACEMENT PROJECT AND MAPLE AVENUE ROADWAY IMPROVEMENTS PROJECT having examined the plans and specifications with related documents and the site of the proposed work and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all superintendence, labor, services, materials, equipment, plant, machinery, apparatus, appliances, tools, supplies, bailing, shoring, removal, and all other things necessary to construct the project in accordance with the contract documents, as prepared by Weston & Sampson Engineers, Inc., within the time set forth therein and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this bid is a part.

The Bidder hereby agrees that if selected as the Contractor it will commence work under this contract on or before a date to be fixed in the written "Notice to Proceed" given by the Owner to the Contractor and to fully complete within 120 days as noted on the Notice to Proceed. The Bidder further agrees to pay as liquidated damages the sum of \$1,250 for each consecutive calendar day thereafter during which the work has not been fully completed, as

provided in the "Liquidated Damages" provisions of Section 00800 SUPPLEMENTARY CONDITIONS.

Bidder acknowledges receipt of the following addenda:

- No. 1 _____ Dated: 1/12/2024 _____
- No. 2 _____ Dated: 1/24/2024 _____
- No. 3 _____ Dated: 1/31/2024 _____
- No. _____ Dated: _____

The Bidder acknowledges to have inspected the site and to have read and to be thoroughly familiar with the Contract Documents (including all addenda). The failure or omission of any bidder to examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect of its bid.

The Bidder agrees to perform the work described in the specifications and shown on the plans for the following lump sum or unit prices:

Last Modified: 01/02/2024 at 2:30PM EST

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
SCHEDULE A BRIDGE STREET WALL REPLACEMENT			
1 DRAINAGE PIPE COMPLETE IN PLACE			
1a.	6-inch HDPE N-12 WT drain pipe, per linear foot		
	Ninety Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	45 LF	\$ 4,050.00
	\$ 90.00 <i>Unit Price in Figures</i>		
1b.	12-inch HDPE N-12 WT drain pipe, per linear foot		
	15-inch One Hundred Thirty Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	80 LF	\$ 10,400.00
	\$ 130.00 <i>Unit Price in Figures</i>		
2 MANHOLES, CATCH BASINS, STORMWATER TREATMENT SYSTEMS AND APPURTENANCES			
2a.	Precast concrete drain manhole with frame and cover, per each		
	Eight Thousand Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	1 EA	\$ 8,000.00
	\$ 8,000.00 <i>Unit Price in Figures</i>		
2b.	Precast concrete catch basin with frame and grate, per each		
	Eight Thousand Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	2 EA	\$ 16,000.00
	\$ 8,000.00 <i>Unit Price in Figures</i>		
2c.	Stormwater treatment system, per each		
	Twenty Thousand Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	1 EA	\$ 20,000.00
	\$ 20,000.00 <i>Unit Price in Figures</i>		
3 ROCK EXCAVATION AND DISPOSAL			
3a.	Rock excavation and disposal, per cubic yard		
	One Hundred Fifty Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	25 CY	\$ 3,750.00
	\$ 150.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
4 MISCELLANEOUS EARTHWORK			
4a.	Changes in earthwork, per cubic yard		
	Eighty Six Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	50 CY	\$ 4,300.00
	\$ 86.00 <i>Unit Price in Figures</i>		
4b.	Unsuitable material, per cubic yard		
	Eighty Six Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	50 CY	\$ 4,300.00
	\$ 86.00 <i>Unit Price in Figures</i>		
4c.	Test pits, per cubic yard		
	One Hundred Sixty Five Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	30 CY	\$ 4,950.00
	\$ 165.00 <i>Unit Price in Figures</i>		
4d.	Additional crushed stone, per cubic yard		
	One Hundred Forty Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	50 CY	\$ 7,000.00
	\$ 140.00 <i>Unit Price in Figures</i>		
5 SURFACE RESTORATION			
5a.	Loaming and seeding, per square yard		
	Eighteen Dollars and Fifty Cents <i>Unit price, Dollars and cents (words)</i>	400 SY	\$ 7,400.00
	\$ 18.50 <i>Unit Price in Figures</i>		
5b.	Modified rockfill apron, per square yard		
	Forty Five Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	180 SY	\$ 8,100.00
	\$ 45.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
5c.	Rip rap scour hole, per square yard		
	One Hundred Eighty Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	10 SY	\$ 1,800.00
	\$ 180.00 <i>Unit Price in Figures</i>		
6 HOT MIX ASPHALT CURB			
6a.	Hot mix asphalt curb, per linear foot		
	Thirteen Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	370 LF	\$ 4,810.00
	\$ 13.00 <i>Unit Price in Figures</i>		
7 PAVEMENT REPLACEMENT			
7a.	Temporary trench pavement, per linear foot		
	Forty Five Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	80 LF	\$ 3,600.00
	\$ 45.00 <i>Unit Price in Figures</i>		
7b.	Milling, per square yard		
	One Hundred Twenty Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	40 SY	\$ 4,800.00
	\$ 120.00 <i>Unit Price in Figures</i>		
7c.	Roadway reconstruction, per square yard		
	Forty Seven Dollars and Fifty Cents <i>Unit price, Dollars and cents (words)</i>	560 SY	\$ 26,600.00
	\$ 47.50 <i>Unit Price in Figures</i>		
7d.	Binder course pavement, per ton		
	Two Hundred Sixty Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	90 TON	\$ 23,400.00
	\$ 260.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
7e.	Top course pavement, per ton		
	One Hundred Ninety Eight Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	60 TON	\$ 11,880.00
	\$ 198.00 <i>Unit Price in Figures</i>		
7f.	Additional pavement, per ton		
	Two Hundred Fifty Five Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	20 TON	\$ 5,100.00
	\$ 255.00 <i>Unit Price in Figures</i>		
7g.	Pavement markings, per square foot		
	Twenty Four Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	20 SF	\$ 480.00
	\$ 24.00 <i>Unit Price in Figures</i>		
8	SEGMENTAL BLOCK RETAINING WALLS AND TEMPORARY EXCAVATION SUPPORT		
8a.	Segmental block retaining wall, per square foot		
	One Hundred Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	2,150 SF	\$ 215,000.00
	\$ 100.00 <i>Unit Price in Figures</i>		
8b.	Temporary excavation support, lump sum		
	One Hundred Seventy Thousand Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	1 LS	\$ 170,000.00
	\$ 170,000.00 <i>Unit Price in Figures</i>		
9	FENCES AND GUARD RAILS		
9a.	Chain link fence, per linear foot		
	One Hundred Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	140 LF	\$ 14,000.00
	\$ 100.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
9b.	Steel highway guard rail, per linear foot		
	Thirty Four Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	340 LF	\$ 11,560.00
	\$ 34.00 <i>Unit Price in Figures</i>		
9c.	Construction fence, per linear foot		
	Nine Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	550 280 LF	\$ 4,950.00
	\$ 9.00 <i>Unit Price in Figures</i>		
10 ENVIRONMENTAL PROTECTION			
10a.	Inlet protection, per each		
	Two Hundred Fifty Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	2 EA	\$ 500.00
	\$ 250.00 <i>Unit Price in Figures</i>		
10b.	Silt fence, per linear foot		
	Seven Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	200 LF	\$ 1,400.00
	\$ 7.00 <i>Unit Price in Figures</i>		
10c.	Straw wattle, per linear foot		
	Thirteen Dollars and Fifty Cents <i>Unit price, Dollars and cents (words)</i>	100 LF	\$ 1,350.00
	\$ 13.50 <i>Unit Price in Figures</i>		
11 UTILITY POLE RELOCATION			
11a.	Utility pole relocation, allowance		
	Fifteen Thousand Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	1 LS	\$15,000.00
	\$15,000.00 <i>Unit Price in Figures</i>		Fifteen Thousand Dollars and Zero Cents

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
12 TRAFFIC CONTROL			
12a.	Uniformed officers for traffic control, per hour		
	Sixty dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	700 HR	\$42,000.00
	\$60.00 <i>Unit Price in Figures</i>	Forty Two Thousand Dollars and Zero Cents	
13 MOBILIZATION			
13a.	Mobilization (Schedule A, not more than 5% of the total of items 1a through 12a), lump sum		
	Thirty Two Thousand Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	1 LS	\$ 32,000.00
	\$ 32,000.00 <i>Unit Price in Figures</i>		
SCHEDULE B POTW #3 PAVEMENT IMPROVEMENTS			
14 SURFACE RESTORATION			
14a.	Loaming and seeding, per square yard		
	Twenty One Dollars and Fifty Cents <i>Unit price, Dollars and cents (words)</i>	200 SY	\$ 4,300.00
	\$ 21.50 <i>Unit Price in Figures</i>		
15 PAVEMENT REPLACEMENT			
15a.	Milling, per square yard		
	Eight Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	690 SY	\$ 5,520.00
	\$ 8.00 <i>Unit Price in Figures</i>		
15b.	Roadway reconstruction, per square yard		
	One Hundred Twenty Six Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	80 SY	\$ 10,080.00
	\$ 126.00 <i>Unit Price in Figures</i>		
15c.	Binder course pavement, per ton		
	Two Hundred Fifty Five Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	15 TON	\$ 3,825.00
	\$ 255.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
15d.	Top course pavement, per ton		
	One Hundred Seventy Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	70 TON	\$ 11,900.00
	\$ 170.00 <i>Unit Price in Figures</i>		
15e.	Additional pavement, per ton		
	Two Hundred Fifty Five Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	20 TON	\$ 5,100.00
	\$ 255.00 <i>Unit Price in Figures</i>		
15f.	Pavement marking, per square foot		
	Eleven Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	70 SF	\$ 770.00
	\$ 11.00 <i>Unit Price in Figures</i>		
16	ENVIRONMENTAL PROTECTION		
16a.	Silt fence, per linear foot		
	Seven Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	380 LF	\$ 2,660.00
	\$ 7.00 <i>Unit Price in Figures</i>		
17	MOBILIZATION		
17a.	Mobilization (Schedule B, not more than 5% of the total of items 14a through 16a), lump sum		
	Two Thousand Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	1 LS	\$ 2,000.00
	\$ 2,000.00 <i>Unit Price in Figures</i>		
SCHEDULE C MAPLE AVENUE ROADWAY IMPROVEMENTS			
18	REMOVE AND REPLACE DRYWELLS		
18a.	Remove and replace drywell, each		
	Nine Thousand Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	1 EA	\$ 9,000.00
	\$ 9,000.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
19 SURFACE RESTORATION			
19a.	Loaming and seeding, per square yard		
	Sixteen Dollars and Fifty Cents <i>Unit price, Dollars and cents (words)</i>	600 SY	\$ 9,900.00
	\$ 16.50 <i>Unit Price in Figures</i>		
20 PAVEMENT REPLACEMENT			
20a.	Milling, per square yard		
	Seven Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	3,580 SY	\$ 25,060.00
	\$ 7.00 <i>Unit Price in Figures</i>		
20b.	Top course pavement, per ton		
	One Hundred Sixty Eight Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	320 TON	\$ 53,760.00
	\$ 168.00 <i>Unit Price in Figures</i>		
20c.	Additional pavement, per ton		
	Two Hundred Fifty Five Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	40 TON	\$ 10,200.00
	\$ 255.00 <i>Unit Price in Figures</i>		
20d.	Paved apron at mailbox, per square yard		
	Two Hundred Sixty Five Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	60 SY	\$ 15,900.00
	\$ 265.00 <i>Unit Price in Figures</i>		
21 ENVIRONMENTAL PROTECTION			
21a.	Inlet protection, per each		
	Two Hundred Twenty Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	5 EA	\$ 1,100.00
	\$ 220.00 <i>Unit Price in Figures</i>		
21b.	Silt fence, per linear foot		
	Seven Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	120 LF	\$ 840.00
	\$ 7.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
22a.	Uniformed officers for traffic control, per hour		
	Sixty dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	80 HR	\$4,800.00
	\$60.00 <i>Unit Price in Figures</i>		Four Thousand Eight Hundred Dollars and Zero Cents

23 MOBILIZATION			
23a.	Mobilization (Schedule C, not more than 5% of the total of items 18a through 22a), lump sum		
	Three Thousand Dollars and Zero Cents <i>Unit price, Dollars and cents (words)</i>	1 LS	\$ 3,000.00
	\$ 3,000.00 <i>Unit Price in Figures</i>		

The proposed contract price for Schedule A, Items 1a thru 13a, is:		\$688,480.00
		<i>Total Bid in Figures</i>
Six Hundred Eighty Eight Thousand, Four Hundred Eighty Dollars and Zero Cents		
		<i>Total Bid, Dollars and Cents (words)</i>

The proposed contract price for Schedule B, Items 14a thru 17a, is:		\$46,155.00
		<i>Total Bid in Figures</i>
Forty Six Thousand, One Hundred Fifty Five Dollars and Zero Cents		
		<i>Total Bid, Dollars and Cents (words)</i>

The proposed contract price for Schedule C, Items 18a thru 23a, is:		\$133,560.00
		<i>Total Bid in Figures</i>
One Hundred Thirty Three Thousand, Five Hundred Sixty Dollars and Zero Cents		
		<i>Total Bid, Dollars and Cents (words)</i>

The proposed contract price for the Base Bid, Schedule A plus Schedule B plus Schedule C, Items 1a thru 23a, is:		\$868,195.00
		<i>Total Bid in Figures</i>
Eight Hundred Sixty Eight Thousand, One Hundred Ninety Five Dollars and Zero Cents		
		<i>Total Bid, Dollars and Cents (words)</i>

*Indeterminate quantity assumed for bid comparison only

All entries shall be made clearly in ink or typewritten. Amounts are to be shown in both words and figures. In case of discrepancy between the prices written in words and those written in figures, the amount shown in words shall govern. In the event there is a discrepancy between the unit prices and the total sum of all of the items (the computed contract price), the unit prices shall govern.

The above unit prices shall include all superintendence, labor, services, materials, equipment, plant, machinery, apparatus, appliances, tools, supplies, bailing, shoring, removal, and all other things necessary to cover the finished work of the several kinds called for.

The Bidder understands that all bids for this project are subject to the applicable bidding laws of the Commonwealth of Massachusetts, including General Laws Chapter 30, Section 39M, as amended.

The contract will be awarded to the lowest responsible and eligible bidder.

The Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding.

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of 30 days, Saturdays, Sundays and legal holidays excluded, after the opening of bids.

Within 10 days of receipt of the written notice of acceptance of this bid, the Bidder will execute the formal agreement attached in Section 00520 AGREEMENT and provide the requisite payment and performance bonds and certificates of insurance.

Bid security is attached in the sum of five percent (5%) of the total bid in accordance with the conditions of Section 00200 INSTRUCTIONS TO BIDDERS. The bid security may become the property of the Owner in the event the contract and bond are not executed within the time set forth above.

The selected Contractor shall furnish a performance bond and a payment bond in an amount at least equal to one hundred percent (100%) of the contract prices in accordance with

Section 00520 AGREEMENT, Section 00610 PERFORMANCE BOND, Section 00615 PAYMENT BOND, and as stipulated in Section 00700 GENERAL CONDITIONS of these specifications.

The undersigned offers the following information as evidence of its qualifications to perform the work as bid upon according to all the requirements of the plans and specifications.

1. Have been in business under present name for 25 years.
2. The names and addresses of all persons interested in the bid (if made by a partnership or corporation) as Principals, are as follows:

Jennie Lee Colosi, P.E., President - 873 Great Road, Stow, MA 01775

Kenneth M. Straney, Senior Vice President - 873 Great Road, Stow, MA 01775

Kerry A. Maynard, Vice President - 873 Great Road, Stow, MA 01775

Marco Roffo, Vice President - 873 Great Road, Stow, MA 01775

(Attach supplementary list if necessary)

3. The Bidder shall state below what work of a similar character to that included in the proposed contract it has done, and give references that will enable the Owner to judge its experience, skill and business standing (add supplementary page if necessary).

Completion Date	Project Name	Contract Amount	Design Engineer	Reference Name	Telephone No.
a.				See attached E.T.& L. Corp. Work History: 2019 to present	
b.					
c.					
d.					
e.					
f.					

E.T. & L. CORP.
873 GREAT ROAD, STOW, MA 01775
COMPANY WORK HISTORY 2019 TO PRESENT

UPDATED AS OF JANUARY 2024

YEAR	LOCATION	OWNER	AMOUNT	CONTACT NAME	TEL. NUMBER
2019	CONSTRUCTION OF TWO SHARED USE PATHS, GHOST & GARRISON TRAIL EXT. AMESBURY-SALISBURY, MA	MassDOT HIGHWAY DIVISION BOSTON, MA	\$ 3,464,472	PAUL STEDMAN DISTRICT HIGHWAY DIRECTOR	781-641-8300
2019	BRIDGE REPLACEMENT - BERKSHIRE SCHOOL ROAD OVER SCHENOB BROOK SHEFFIELD, MA - MassDOT	MassDOT HIGHWAY DIVISION BOSTON, MA	\$ 3,423,816	FRANCISCA HEMING DISTRICT HIGHWAY DIRECTOR	413-637-5700
2019	ROCKY HILL BIKE TRAIL AT BURT'S BOG	CITY OF NORTHAMPTON DEPT. OF PLANNING/SUSTAINABILITY NORTHAMPTON, MA	\$ 529,025	WAYNE FEIDEN DIRECTOR OF PLANNING/ SUSTAINABILITY	413-587-1265
2019	NORTHAMPTON, MA	DEPT. OF PLANNING/SUSTAINABILITY NORTHAMPTON, MA			
2019	SAMPSON'S MILL ROAD CULVERT	TOWN OF MASHPEE DEPARTMENT OF PUBLIC WORKS MASHPEE, MA	\$ 1,023,766	CATHERINE LAURENT DIRECTOR - DEPARTMENT OF PUBLIC WORKS	508-539-1420
2019	MASHPEE, MA	MASHPEE, MA			
2019	COUNTY ROAD BRIDGE	TOWN OF SHEFFIELD BOARD OF SELECTMEN SHEFFIELD, MA	\$ 715,093	ED PICKERT HIGHWAY SUPERINTENDENT	413-229-7030
2019	SHEFFIELD, MA - TOWN	SHEFFIELD, MA			
2019	WESTFIELD-BARNES REGIONAL AIRPORT RUNWAY 15-33	WESTFIELD-BARNES REGIONAL AIRPORT 110 AIRPORT ROAD WESTFIELD, MA	\$ 6,787,163	LARRY GALLO RESIDENT AIRPORT ENGINEER	413-572-6275
2019	WESTFIELD, MA	WESTFIELD, MA			
2019	CAMBRIDGE TURNPIKE BRIDGE	CONCORD PUBLIC WORKS 133 KEYES ROAD CONCORD, MA	\$ 626,940	GEORGE CAIRNES	978-318-3210
2019	CONCORD, MA	CONCORD, MA			
2019	SHREWSBURY LANDFILL SECTION VI, STAGE 3 & SECTION VII	WHEELABRATOR MILLBURY, INC. 620 HARTFORD TURNPIKE SHREWSBURY, MA	\$ 7,271,677	DONALD MUSIAL, P.E. GENERAL MANAGER	508-561-1581
2019	SHREWSBURY, MA	SHREWSBURY, MA			
2019	ROUTE 129 INTERSECTION	MassDOT HIGHWAY DIVISION BOSTON, MA	\$ 6,590,575	PAUL STEDMAN DISTRICT HIGHWAY DIRECTOR	781-641-8300
2019	CHELMSFORD, MA	BOSTON, MA			
2019	MAIN STREET (ROUTE 117) AND WATTAQUADOCK HILL ROAD BOLTON, MA	TOWN OF BOLTON DPW 12 FORBUSH MILL ROAD BOLTON, MA	\$ 826,443	JOSEPH W. LYNCH DIRECTOR OF PUBLIC WORKS	978-779-6402
2019	CHICOPEE ELKS LANDFILL REPAIR	CITIZENS ENERGY 88 BLACK FALCON AVENUE, STE 342 BOSTON, MA 02210	\$ 48,700	NICK STAHL SOLAR ASSET MANAGER	617-951-0423
2019	CHICOPEE, MA	BOSTON, MA 02210			
2019	RECONSTRUCTION OF THORNDIKE ST. (LORD OVERPASS)	CITY OF LOWELL DEPARTMENT OF PUBLIC WORKS LOWELL, MA	\$ 23,059,429	CHRISTINE CLANCY, P.E. CITY ENGINEER	978-674-4070
2019	LOWELL, MA	LOWELL, MA			
2020	OLD BOSTON TURNPIKE (RTE 62) OVER WEST BRANCH OF THE WARE RIVER HUBBARDSTON, MA	MassDOT HIGHWAY DIVISION BOSTON, MA	\$ 2,553,338	BARRY LORION DISTRICT HIGHWAY DIRECTOR	508-754-7204
2020	CULVERT REHABILITATION	MassDOT HIGHWAY DIVISION BOSTON, MA	\$ 2,284,901	FRANCISCA HEMING DISTRICT HIGHWAY DIRECTOR	413-637-5700
2020	INTERSTATE 90 OVER POND BROOK RUSSELL, MA	MassDOT HIGHWAY DIVISION BOSTON, MA	\$ 2,040,958	PATRICIA LEAVENWORTH DISTRICT HIGHWAY DIRECTOR	857-368-2000
2020	FOSTER HILL ROAD OVER COYS BROOK BRIDGE REPLACEMENT WEST BROOKFIELD, MA	MassDOT HIGHWAY DIVISION BOSTON, MA			
2020	WEST BROOKFIELD, MA	BOSTON, MA			

E.T. & L. CORP.
873 GREAT ROAD, STOW, MA 01775
COMPANY WORK HISTORY 2019 TO PRESENT

UPDATED AS OF JANUARY 2024

YEAR	LOCATION	AMOUNT	OWNER	CONTACT NAME	TEL. NUMBER	
2020	RTE 2 (MOHAWK TRAIL) OVER RTE 202 BRIDGE REPLACEMENT ORANGE, MA	\$ 17,932,067	MassDOT HIGHWAY DIVISION BOSTON, MA	PATRICIA LEAVENWORTH DISTRICT HIGHWAY DIRECTOR	857-368-2000	
20-04	CLINTON LANDFILL - STAGE 1 FINAL COVER CLINTON, MA	\$ 1,528,672	TOWN OF CLINTON DEPARTMENT OF PUBLIC WORKS CLINTON, MA	CHRIS MCGOWN SUPERINTENDENT OF PUBLIC WORKS	978-365-4110	
2020	ORANGE MUNICIPAL AIRPORT RECONSTRUCT RUNWAY 1-19 ORANGE, MA	\$ 4,385,154	TOWN OF ORANGE AIRPORT COMMISSIO 80 AIRPORT ROAD ORANGE, MA 01364	LEN BEDAW AIRPORT MANAGER	978-544-8189	
20-06	RIVER ROAD REHABILITATION	\$ 1,880,651	MASSACHUSETTS WATER RESOURCES AUTHORITY BOSTON, MA	JOHN COLBERT, P.E. CHIEF ENGINEER	617-242-6000	
20-08	CLINTON, MA					
2021	BRADLEY INTERNATIONAL AIRPORT CONSTRUCT TAXIWAY 'E' WINDSOR LOCKS, CT	\$ 13,707,826	CONNECTICUT AIRPORT AUTHORITY BRADLEY INTERNATIONAL AIRPORT WINDSOR LOCKS, CT	COLIN GOEGEL PROJECT MANAGER	860-254-5628	
21-01	HOPE CEMETERY IMPROVEMENTS	\$ 1,459,539	CITY OF WORCESTER DEPT. OF PUBLIC WORKS & PARKS WORCESTER, MA	BILL RICHARD PROJECT MANAGER	508-365-8022	
21-02	WORCESTER, MA					
2021	GREAT POND ROAD STABILIZATION	\$ 582,970	TOWN OF NORTH ANDOVER 384 OSGOOD STREET NORTH ANDOVER, MA	JOHN BORGESI ASST. DIRECTOR/TOWN ENGINEER	978-685-0950	
21-04	NORTH ANDOVER, MA					
2021	SPRINGFIELD FLOOD PROTECTION ADDITIONAL WORK	\$ 1,032,212	CITY OF SPRINGFIELD OFFICE OF PROCUREMENT 36 COURT STREET- CITY HALL ROOM 307 SPRINGFIELD, MA 01103	PETER SHUIMWAY CIVIL ENGINEER	413-787-6211	
21-06	SPRINGFIELD, MA					
2022	DEMOLITION & CONSTRUCTION OF THE WAYSIDE TRAIL, WALTHAM PORTION WALTHAM, MA	\$ 8,740,918	CITY OF WALTHAM PLANNING DEPARTMENT WALTHAM, MA	JAMES LACROSSE ASSISTANT DIRECTOR	781-314-3371	
22-01	TROLLEY TRAIL EAST PEDESTRIAN BRIDGE PROJECT BRIMFIELD, MA	\$ 413,000	TOWN OF BRIMFIELD 23 MAIN STREET BRIMFIELD, MA 01010	MARTIN J. KELLY SELECT BOARD CHAIRPERSON	413-245-4100	
22-04	BRIMFIELD, MA					
WORK IN PROGRESS						
YEAR	LOCATION	AMOUNT	COMPLETION	OWNER	CONTACT NAME	TEL. NUMBER
2020	ROUTE 10 & 202 (SOUTHWICK ROAD) BRIDGE REPLACEMENT WESTFIELD, MA	\$ 15,242,425	9/4/25	MassDOT HIGHWAY DIVISION BOSTON, MA	PATRICIA LEAVENWORTH DISTRICT HIGHWAY DIRECTOR	857-368-2000
20-07	WESTFIELD, MA					
2021	ROADWAY RECONSTRUCTION ON SECTION OF UNION AVENUE FRAMINGHAM, MA	\$ 11,340,877	4/23/24	MassDOT HIGHWAY DIVISION BOSTON, MA	BARRY LORION DISTRICT HIGHWAY DIRECTOR	508-754-7204
21-03	FRAMINGHAM, MA					
2021	TRANSMISSION RELIABILITY PROJECT (EVERSOURCE FOR BOND) HUDSON-SUDBURY, MA	\$ 12,683,759	OCTOBER 2024	BOND CIVIL & UTILITY CONSTR. 10 CABOT ROAD, SUITE 300 MEDFORD, MA	JASON LANGUEDOC SENIOR PROJECT ENGINEER	617-394-6373
21-05	HUDSON-SUDBURY, MA					

E.T.& L. CORP.
873 GREAT ROAD, STOW, MA 01775
COMPANY WORK HISTORY 2019 TO PRESENT

UPDATED AS OF JANUARY 2024

YEAR	LOCATION	AMOUNT	COMPLETION	OWNER	CONTACT NAME	TEL. NUMBER
2022	GREENVILLE ROAD AT TURNPIKE ROAD ROUNDABOUT CONSTRUCTION ASHBY, MA	\$ 2,953,345	11/1/23	MassDOT HIGHWAY DIVISION BOSTON, MA	BARRY LORION DISTRICT HIGHWAY DIRECTOR	508-754-7204
22-02	AZALEA DRIVE OVER HERRING RIVER BRIDGE REPLACEMENT HARWICH, MA	\$ 3,985,137	10/9/24	MassDOT HIGHWAY DIVISION BOSTON, MA	MARY-JOE PERRY DISTRICT HIGHWAY DIRECTOR	508-824-6633
2022	WINTHROP STREET AT BAY STATE ROAD INTERSECTION IMPROVEMENTS REHOBOTH, MA	\$ 4,244,836	7/19/25	MassDOT HIGHWAY DIVISION BOSTON, MA	MARY-JOE PERRY DISTRICT HIGHWAY DIRECTOR	857-368-5000
2023	TRAPELO ROAD OVER BEAVER BROOK CULVERT REPLACEMENT WALTHAM, MA	\$ 1,631,785	180 DAYS	CITY OF WALTHAM DEPARTMENT OF PUBLIC WORKS WALTHAM, MA	ROBERT S. WINN CITY ENGINEER	781-314-3831
2023	NORWOOD AIRPORT - RECONSTRUCT RUNWAY 10-28, TAXIWAYS B1, G & F NORWOOD, MA	\$ 3,955,275	120 DAYS	TOWN OF NORWOOD PURCHASING DEPARTMENT NORWOOD, MA	MARK RAYMOND AIRPORT MANAGER	781-255-5615
2023	TUCKAHOE FARM MASTER PLAN IMPROVEMENTS AGAWAM, MA	\$ 4,542,519	6/28/2024	TOWN OF AGAWAM 36 MAIN STREET AGAWAM, MA 01001	MARIO MAZZA DPW SUPERINTENDENT	781-255-5615
2023	CLAYBROOK ROAD BANK PROJECT DOVER, MA	\$ 1,834,099	120 DAYS	TOWN OF DOVER DPW 2 DEDHAM STREET DOVER, MA 02030	MICHAEL ANGIERI TOWN ENGINEER	508-785-0058
2023	TWISS STREET LANDFILL REPAIRS WESTFIELD, MA	\$ 104,992		CITIZENS ENERGY CORP. 2 SEAPORT EAST, SUITE 5C BOSTON, MA	STEPHEN HERLING ASSET MANAGER	617-951-0410

E. T. & L. Corp.

Pursuant to M.G.L. CH. 62C, Sec 49A, the undersigned Bidder certifies under the penalties of perjury that it is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

The undersigned Bidder hereby certifies it will comply with the specific affirmative action steps contained in the EEO/AA provisions of this Contract, including compliance with the Disadvantaged Business Enterprise provisions as required under these contract provisions. The contractor receiving the award of the contract shall incorporate the EEO/AA provisions of this contract into all subcontracts and purchase orders so that such provisions will be binding upon each subcontractor or vendor.

The undersigned Bidder hereby certifies that (1) it is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work; (2) that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and 3) that all employees to be employed in the work subject to this bid have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration.

The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this paragraph the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

The undersigned Bidder hereby certifies, under pains and penalties of perjury, that the foregoing bid is based upon the payment to laborers to be employed on the project of wages in an amount no less than the applicable prevailing wage rates established for the project by the Massachusetts Department of Labor and Workforce Development. The undersigned bidder agrees to indemnify the awarding authority for, from and against any loss, expense, damages, actions or claims, including any expense incurred in connection with any delay or stoppage of

the project work arising out of or as a result of (1) the failure of the said bid to be based upon the payment of the said applicable prevailing wage rates or (2) the failure of the bidder, if selected as the Contractor, to pay laborers employed on the project the said applicable prevailing wage rates.

The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the Commonwealth of Massachusetts under the provisions of Section Twenty-Nine F of Chapter Twenty-Nine, Section 25C (10) of Chapter 152 (workers' compensation) or any other applicable debarment provisions of any other Chapter of the General Laws or any rule or regulations promulgated thereunder; and is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.

Respectfully submitted:

Date 2/8/2024

By Kerry A. Maynard
(Signature)

Kerry A. Maynard
(Name - Typed or Printed)

Vice President
(Title)

E.T.& L. Corp.
(Business Name)

04-3447032
(Federal ID Number)

873 Great Road, P.O. Box 295
(Business Address)

Stow, MA 01775
(City and State)

978-897-4353
(Telephone Number)

978-897-0779
(Fax Number)

(SEAL - if bid is by a corporation)



Last Modified: 01/02/2024 at 2:30PM EST

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BID BOND

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

CONTRACTOR:
(Name, legal status and address)
E.T. & L. Corp.

873 Great Road
Stow, MA 01775

SURETY:
(Name, legal status and principal place of business)

Western Surety Company
151 North Franklin St.
Chicago, IL 60606

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)
Town of Erving

MA

BOND AMOUNT: \$ Five Percent of the Attached bid (5%)

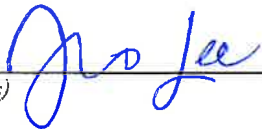
PROJECT:
(Name, location or address, and Project number, if any)
Bridge Street Wall Replacement and Maple Avenue Roadway Improvement Project Erving, MA

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.


Signed and sealed this **8th** day of **February, 2024**

(Witness) 

(Witness) 

E.T. & L. Corp.
(Principal)  *(Seal)*


(Title) **Kerry A. Maynard, Vice President**

Western Surety Company
(Surety)  *(Seal)*


(Title) **Adam W. DeSanctis, Attorney-in-Fact**

Western Surety Company E. T. & L. Corp.

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Gregory D Juwa, James J Axon, Michael F Carney, Michael T Gilbert, Wilder Parks Jr, Richard F Caruso, Christine B Gallagher, Rebecca Shanley, David A Boutiette, Adam W DeSanctis, Bryan F Juwa, Paul A Patalano, Jordan J Tirone, Jonathan E Duggan, Individually

of Woburn, MA, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 31st day of October, 2023.



WESTERN SURETY COMPANY

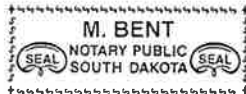
Larry Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 31st day of October, 2023, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 8th day of February, 2024



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.enasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

SECTION 00410
FORM OF GENERAL BID

Proposal of Western Earthworks, LLC (hereinafter called "Bidder")*

a corporation, organized and existing under the laws of the State of MA

a joint venture

a limited liability company

a partnership

an individual doing business as _____

*Insert corporation, partnership, joint venture, limited liability company, or individual as applicable.

To the Town of Erving, Massachusetts (hereinafter called the Owner).

All:

The undersigned Bidder, in compliance with your invitation for bids for the construction of BRIDGE STREET WALL REPLACEMENT PROJECT AND MAPLE AVENUE ROADWAY IMPROVEMENTS PROJECT having examined the plans and specifications with related documents and the site of the proposed work and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all superintendence, labor, services, materials, equipment, plant, machinery, apparatus, appliances, tools, supplies, bailing, shoring, removal, and all other things necessary to construct the project in accordance with the contract documents, as prepared by Weston & Sampson Engineers, Inc., within the time set forth therein and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this bid is a part.

The Bidder hereby agrees that if selected as the Contractor it will commence work under this contract on or before a date to be fixed in the written "Notice to Proceed" given by the Owner to the Contractor and to fully complete within 120 days as noted on the Notice to Proceed. The Bidder further agrees to pay as liquidated damages the sum of \$1,250 for each consecutive calendar day thereafter during which the work has not been fully completed, as

provided in the "Liquidated Damages" provisions of Section 00800 SUPPLEMENTARY CONDITIONS.

Bidder acknowledges receipt of the following addenda:

No.	1	Dated:	1/12/24
No.	2	Dated:	1/24/24
No.	3	Dated:	1/31/24
No.		Dated:	

The Bidder acknowledges to have inspected the site and to have read and to be thoroughly familiar with the Contract Documents (including all addenda). The failure or omission of any bidder to examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect of its bid.

The Bidder agrees to perform the work described in the specifications and shown on the plans for the following lump sum or unit prices:

ESTIMATED QUANTITY OF MATERIAL

All entries shall be made clearly in ink or typewritten. Amounts are to be shown in both words and figures. In case of discrepancy between the prices written in words and those written in figures, the amount shown in words shall govern. In the event there is a discrepancy between the unit prices and the total sum of all of the items (the computed contract price), the unit prices shall govern.

The above unit prices shall include all superintendence, labor, services, materials, equipment, plant, machinery, apparatus, appliances, tools, supplies, bailing, shoring, removal, and all other things necessary to cover the finished work of the several kinds called for.

The Bidder understands that all bids for this project are subject to the applicable bidding laws of the Commonwealth of Massachusetts, including General Laws Chapter 30, Section 39M, as amended.

The contract will be awarded to the lowest responsible and eligible bidder.

The Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding.

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of 30 days, Saturdays, Sundays and legal holidays excluded, after the opening of bids.

Within 10 days of receipt of the written notice of acceptance of this bid, the Bidder will execute the formal agreement attached in Section 00520 AGREEMENT and provide the requisite payment and performance bonds and certificates of insurance.

Bid security is attached in the sum of five percent (5%) of the total bid in accordance with the conditions of Section 00200 INSTRUCTIONS TO BIDDERS. The bid security may become the property of the Owner in the event the contract and bond are not executed within the time set forth above.

The selected Contractor shall furnish a performance bond and a payment bond in an amount at least equal to one hundred percent (100%) of the contract prices in accordance with

Section 00520 AGREEMENT, Section 00610 PERFORMANCE BOND, Section 00615 PAYMENT BOND, and as stipulated in Section 00700 GENERAL CONDITIONS of these specifications.

The undersigned offers the following information as evidence of its qualifications to perform the work as bid upon according to all the requirements of the plans and specifications.

- 1. Have been in business under present name for 8 years.
- 2. The names and addresses of all persons interested in the bid (if made by a partnership or corporation) as Principals, are as follows:

Mariel Lima 383 Westhampton Rd. Florence, MA 01062

John Henderson-Adams 383 Westhampton Rd. Florence, MA 01062

(Attach supplementary list if necessary)

2019 08 19 09:04:16 AM WEST

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
SCHEDULE A BRIDGE STREET WALL REPLACEMENT			
1 DRAINAGE PIPE COMPLETE IN PLACE			
1a.	6-inch HDPE N-12 WT drain pipe, per linear foot		
	one hundred dollars and zero cents	45 LF	\$ 4,500.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 100.00		
	<i>Unit Price in Figures</i>		
1b.	12-inch HDPE N-12 WT drain pipe, per linear foot		
	one hundred sixty five dollars and zero cents	80 LF	\$ 13,200.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 165.00		
	<i>Unit Price in Figures</i>		
2 MANHOLES, CATCH BASINS, STORMWATER TREATMENT SYSTEMS AND APPURTENANCES			
2a.	Precast concrete drain manhole with frame and cover, per each		
	seven thousand dollars and zero cents	1 EA	\$ 7,000.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 7,000.00		
	<i>Unit Price in Figures</i>		
2b.	Precast concrete catch basin with frame and grate, per each		
	six thousand eight hundred dollars and zero cents	2 EA	\$ 13,600.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 6,800.00		
	<i>Unit Price in Figures</i>		
2c.	Stormwater treatment system, per each		
	seventeen thousand dollars and zero cents	1 EA	\$ 17,000.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 17,000.00		
	<i>Unit Price in Figures</i>		
3 ROCK EXCAVATION AND DISPOSAL			
3a.	Rock excavation and disposal, per cubic yard		
	Two hundred twenty dollars and zero cents	25 CY	\$ 5,500.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 220.00		
	<i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
4 MISCELLANEOUS EARTHWORK			
4a.	Changes in earthwork, per cubic yard		
	Fifty five dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	50 CY	\$ 2,750.00
	\$ 55.00 <i>Unit Price in Figures</i>		
4b.	Unsuitable material, per cubic yard		
	fifty five dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	50 CY	\$ 2,750.00
	\$ 55.00 <i>Unit Price in Figures</i>		
4c.	Test pits, per cubic yard		
	one hundred dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	30 CY	\$ 3,000.00
	\$ 100.00 <i>Unit Price in Figures</i>		
4d.	Additional crushed stone, per cubic yard		
	seventy five dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	50 CY	\$ 3,750.00
	\$ 75.00 <i>Unit Price in Figures</i>		
5 SURFACE RESTORATION			
5a.	Loaming and seeding, per square yard		
	seventy two dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	400 SY	\$ 28,800.00
	\$ 72.00 <i>Unit Price in Figures</i>		
5b.	Modified rockfill apron, per square yard		
	forty five dollars and fourteen cents <i>Unit price, Dollars and cents (words)</i>	180 SY	\$ 8,126.00
	\$ 45.14 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
5c.	Rip rap scour hole, per square yard		
	one hundred ninety eight dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	10 SY	\$ 1,980.00
	\$ 198.00 <i>Unit Price in Figures</i>		
6 HOT MIX ASPHALT CURB			
6a.	Hot mix asphalt curb, per linear foot		
	twenty dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	370 LF	\$ 7,400.00
	\$ 20.00 <i>Unit Price in Figures</i>		
7 PAVEMENT REPLACEMENT			
7a.	Temporary trench pavement, per linear foot		
	two hundred twenty dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	80 LF	\$ 17,600.00
	\$ \$220.00 <i>Unit Price in Figures</i>		
7b.	Milling, per square yard		
	fifteen dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	40 SY	\$ 600.00
	\$ \$15.00 <i>Unit Price in Figures</i>		
7c.	Roadway reconstruction, per square yard		
	fifteen dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	560 SY	\$ 8,400.00
	\$ \$15.00 <i>Unit Price in Figures</i>		
7d.	Binder course pavement, per ton		
	two hundred seventy five dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	90 TON	\$ 24,750.00
	\$ \$275.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
7e.	Top course pavement, per ton		
	one hundred eighty dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	60 TON	\$ 10,800.00
	\$ 180.00 <i>Unit Price in Figures</i>		
7f.	Additional pavement, per ton		
	two hundred seventy five dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	20 TON	\$ 5,500.00
	\$ 275.00 <i>Unit Price in Figures</i>		
7g.	Pavement markings, per square foot		
	twenty five dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	20 SF	\$ 500.00
	\$ 25.00 <i>Unit Price in Figures</i>		
8 SEGMENTAL BLOCK RETAINING WALLS AND TEMPORARY EXCAVATION SUPPORT			
8a.	Segmental block retaining wall, per square foot		
	seventy five dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	2,150 SF	\$ 161,250.00
	\$ 75.00 <i>Unit Price in Figures</i>		
8b.	Temporary excavation support, lump sum		
	one hundred thousand dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	1 LS	\$ 100,000.00
	\$ 100,000.00 <i>Unit Price in Figures</i>		
9 FENCES AND GUARD RAILS			
9a.	Chain link fence, per linear foot		
	ninety nine dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	140 LF	\$ 13,860.00
	\$ 99.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
9b.	Steel highway guard rail, per linear foot		
	thirty one dollars and fifty cents	340 LF	\$ 10,710.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 31.50 <i>Unit Price in Figures</i>		
9c.	Construction fence, per linear foot		
	thirty dollars and zero cents	280 LF	\$ 16,500.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 30.00 <i>Unit Price in Figures</i>		
10 ENVIRONMENTAL PROTECTION			
10a.	Inlet protection, per each		
	six hundred fifty dollars and zero cents	2 EA	\$ 1,300.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 650.00 <i>Unit Price in Figures</i>		
10b.	Silt fence, per linear foot		
	twelve dollars and zero cents	200 LF	\$ 2,400.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 12.00 <i>Unit Price in Figures</i>		
10c.	Straw wattle, per linear foot		
	nine dollars and zero cents	100 LF	\$ 900.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$ 9.00 <i>Unit Price in Figures</i>		
11 UTILITY POLE RELOCATION			
11a.	Utility pole relocation, allowance		
	Fifteen Thousand Dollars and Zero Cents	1 LS	\$15,000.00
	<i>Unit price, Dollars and cents (words)</i>		
	\$15,000.00 <i>Unit Price in Figures</i>		Fifteen Thousand Dollars and Zero Cents

Last Modified: 01/02/2024 09:23:01 AM

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
12 TRAFFIC CONTROL			
12a.	Uniformed officers for traffic control, per hour		
	Sixty dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	700 HR	\$42,000.00
	\$60.00 <i>Unit Price in Figures</i>		Forty Two Thousand Dollars and Zero Cents
13 MOBILIZATION			
13a.	Mobilization (Schedule A, not more than 5% of the total of items 1a through 12a), lump sum		
	twenty five thousand dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	1 LS	\$ 25,000.00
	\$ 25,000.00 <i>Unit Price in Figures</i>		
SCHEDULE B POTW #3 PAVEMENT IMPROVEMENTS			
14 SURFACE RESTORATION			
14a.	Loaming and seeding, per square yard		
	seventy five dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	200 SY	\$ 15,000.00
	\$ 75.00 <i>Unit Price in Figures</i>		
15 PAVEMENT REPLACEMENT			
15a.	Milling, per square yard		
	twelve dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	690 SY	\$ 8,280.00
	\$ 12.00 <i>Unit Price in Figures</i>		
15b.	Roadway reconstruction, per square yard		
	fifteen dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	80 SY	\$ 1,200.00
	\$ 15.00 <i>Unit Price in Figures</i>		
15c.	Binder course pavement, per ton		
	two hundred eighty dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	15 TON	\$ 4,200.00
	\$ 280.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Lump Sum Items 01 (02/2024) v.2 (08/18) E&E

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
15d.	Top course pavement, per ton		
	two hundred dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	70 TON	\$ 14,000.00
	\$ 200.00 <i>Unit Price in Figures</i>		
15e.	Additional pavement, per ton		
	three hundred dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	20 TON	\$ 6,000.00
	\$ 300.00 <i>Unit Price in Figures</i>		
15f.	Pavement marking, per square foot		
	ten dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	70 SF	\$ 700.00
	\$ 10.00 <i>Unit Price in Figures</i>		
16	ENVIRONMENTAL PROTECTION		
16a.	Silt fence, per linear foot		
	twelve dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	380 LF	\$ 4,560.00
	\$ 12.00 <i>Unit Price in Figures</i>		
17	MOBILIZATION		
17a.	Mobilization (Schedule B, not more than 5% of the total of items 14a through 16a), lump sum		
	fifteen thousand dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	1 LS	\$ 15,000.00
	\$ 15,000.00 <i>Unit Price in Figures</i>		
SCHEDULE C MAPLE AVENUE ROADWAY IMPROVEMENTS			
18	REMOVE AND REPLACE DRYWELLS		
18a.	Remove and replace drywell, each		
	eighteen thousand dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	1 EA	\$ 18,000.00
	\$ 18,000.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
19 SURFACE RESTORATION			
19a.	Loaming and seeding, per square yard		
	seventy five dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	600 SY	\$ 45,000.00
	\$ 75.00 <i>Unit Price in Figures</i>		
20 PAVEMENT REPLACEMENT			
20a.	Milling, per square yard		
	ten dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	3,580 SY	\$ 35,800.00
	\$ 10.00 <i>Unit Price in Figures</i>		
20b.	Top course pavement, per ton		
	one hundred eighty five dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	320 TON	\$ 59,200.00
	185.00 <i>Unit Price in Figures</i>		
20c.	Additional pavement, per ton		
	three hundred dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	40 TON	\$ 12,000.00
	\$ 300.00 <i>Unit Price in Figures</i>		
20d.	Paved apron at mailbox, per square yard		
	one hundred nineteen dollars and forty four cents <i>Unit price, Dollars and cents (words)</i>	60 SY	\$ 7,166.11
	\$ 119.44 <i>Unit Price in Figures</i>		
21 ENVIRONMENTAL PROTECTION			
21a.	Inlet protection, per each		
	one thousand five hundred dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	5 EA	\$ 7,500.00
	\$ 1,500.00 <i>Unit Price in Figures</i>		
21b.	Silt fence, per linear foot		
	twelve dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	120 LF	\$ 1,440.00
	\$ 12.00 <i>Unit Price in Figures</i>		

*Indeterminate quantity assumed for bid comparison only

Item No.	Brief Description, Unit or Lump Sum Price (In Both Words and Figures)	Bridge Street Wall Replacement and Maple Avenue Roadway Improvements Project	
		Estimated Quantity, Unit	Total in Figures
22a.	Uniformed officers for traffic control, per hour		
	Sixty dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	80 HR	\$4,800.00
	\$60.00 <i>Unit Price in Figures</i>		Four Thousand Eight Hundred Dollars and Zero Cents

23 MOBILIZATION			
23a.	Mobilization (Schedule C, not more than 5% of the total of items 18a through 22a), lump sum		
	ten thousand dollars and zero cents <i>Unit price, Dollars and cents (words)</i>	1 LS	\$ 10,000.00
	\$ 10,000.00 <i>Unit Price in Figures</i>		

The proposed contract price for Schedule A, Items 1a thru 13a, is:		\$576,426.00
		<i>Total Bid in Figures</i>

five hundred seventy six thousand four hundred twenty six dollars and zero cents	
<i>Total Bid, Dollars and Cents (words)</i>	

The proposed contract price for Schedule B, Items 14a thru 17a, is:		\$68,940.00
		<i>Total Bid in Figures</i>

sixty eight thousand nine hundred forty dollars and zero cents	
<i>Total Bid, Dollars and Cents (words)</i>	

The proposed contract price for Schedule C, Items 18a thru 23a, is:		\$200,906.11
		<i>Total Bid in Figures</i>

two hundred thousand nine hundred six dollars and eleven cents	
<i>Total Bid, Dollars and Cents (words)</i>	

The proposed contract price for the Base Bid, Schedule A plus Schedule B plus Schedule C, Items 1a thru 23a, is:		846,272.11
		<i>Total Bid in Figures</i>

eight hundred forty six thousand two hundred seventy two dollars and eleven cents	
<i>Total Bid, Dollars and Cents (words)</i>	

*Indeterminate quantity assumed for bid comparison only

Wed Mar 07 10:02:2024 AT 11:40PM EST

3. The Bidder shall state below what work of a similar character to that included in the proposed contract it has done, and give references that will enable the Owner to judge its experience, skill and business standing (add supplementary page if necessary).

Completion Date	Project Name	Contract Amount	Design Engineer	Reference Name	Telephone No.
-----------------	--------------	-----------------	-----------------	----------------	---------------

a. Please see attached.

b.

c.

d.

e.

f.

08/09/2019

00410-14

WORK HISTORY

PROJECT	VALUE	COMPLETION DATE	REFERENCE	DESCRIPTION
NORWOTTUCK RAIL TRAIL	\$1,296,409.01	6/5/2024	TODD MOYLAN-MASSDOT (413)289-4628	CLEARING, GRADING, PAVING, SITE STABILIZATION, HYDROSEEDING, EXCAVATION, LAYOUT, SITE FURNISHINGS
WESTMINSTER SOLAR	\$2,121,000.00	5/31/2023	ADAM CHRISTIE-PROTECH ENERGY SOLUTIONS (508) 713-2793	CONSTRUCTION OF ACCESS ROAD, CLEARING AND GRUBBING, LAYOUT, GRADING, DRAINAGE SYSTEMS, CONCRETE/FLATWORK, UTILITY INSTALLATION, LANDSCAPING
ROAD IMPROVEMENTS-TOWN OF HINSDALE	\$914,799.00	10/31/2023	ROBERT GRAVES-TOWN OF HINSDALE 413-655-2300X355	ROAD CONSTRUCTION, CLEARING & GRUBBING, LAYOUT, GRADING, DRAINAGE, EROSION CONTROL, CONCRETE/FLATWORK, UTILITY INSTALLATION, LANDSCAPING, HYDROSEEDING
MUGGETT HILL CULVERT REPLACEMENT-TOWN OF CHARLTON	\$228,200.00	8/30/2022	DENNIS RICE-MCCLURE ENGINEERING 508-248-2005	REPLACEMENT OF EXISTING TWIN CULVERT STRUCTURE WITH NEW TWIN REINFORCED CONCRETE PIPE STRUCTURE, HEADWALL, DEWATERING TRAFFIC MANAGEMENT, SIGNAGE, EXCAVATION, CLEARING & GRUBBING, PAVING, REMOVAL AND REPLACE GUARDRAIL
WERDEN RD CULVERT-TOWN OF BECKET	\$231,757.00	9/30/2023	CHRIS JONES-BETA GROUP, INC 781-255-1982X123	REPAIRING EXISTING CORRUGATED METAL CULVERT PIPE WITH SHOTCRETE, FILLING CULVERT VOIDS, CLEARING & GRUBBING, EXCAVATION, SLOPE PROTECTION, REMOVE/RESET GUARDRAIL, PAVING, MARKINGS, TRAFFICE CONTROL, SIGNAGE, DEWATERING, HYDROSEEDING
FROST RD CULVERT-TOWN OF WASHINGTON	\$289,103.00	9/30/2023	ZACH CHORNYAK-TIGHE & BOND 413-572-3279	REPLACEMENT OF EXISITING 36 INCH CULVERT WITH 75 INCH CMP ARCH CULVERT, TRAFFIC MANAGEMENT, SIGNAGE, EXCAVATION, CLEARING & GRUBBING, DEWATERING, PAVING, REMOVE/RESET GUARDRAIL, WETLAND RESTORATION, HYDROSEEDING

Pursuant to M.G.L. CH. 62C, Sec 49A, the undersigned Bidder certifies under the penalties of perjury that it is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

The undersigned Bidder hereby certifies it will comply with the specific affirmative action steps contained in the EEO/AA provisions of this Contract, including compliance with the Disadvantaged Business Enterprise provisions as required under these contract provisions. The contractor receiving the award of the contract shall incorporate the EEO/AA provisions of this contract into all subcontracts and purchase orders so that such provisions will be binding upon each subcontractor or vendor.

The undersigned Bidder hereby certifies that (1) it is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work; (2) that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and 3) that all employees to be employed in the work subject to this bid have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration.

The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this paragraph the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.


The undersigned Bidder hereby certifies, under pains and penalties of perjury, that the foregoing bid is based upon the payment to laborers to be employed on the project of wages in an amount no less than the applicable prevailing wage rates established for the project by the Massachusetts Department of Labor and Workforce Development. The undersigned bidder agrees to indemnify the awarding authority for, from and against any loss, expense, damages, actions or claims, including any expense incurred in connection with any delay or stoppage of

the project work arising out of or as a result of (1) the failure of the said bid to be based upon the payment of the said applicable prevailing wage rates or (2) the failure of the bidder, if selected as the Contractor, to pay laborers employed on the project the said applicable prevailing wage rates.

The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the Commonwealth of Massachusetts under the provisions of Section Twenty-Nine F of Chapter Twenty-Nine, Section 25C (10) of Chapter 152 (workers' compensation) or any other applicable debarment provisions of any other Chapter of the General Laws or any rule or regulations promulgated thereunder; and is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.

Respectfully submitted;

Date 2/8/2024

By 
(Signature)

Mariel Lima
(Name - Typed or Printed)

Manager
(Title)

(SEAL - if bid is by a corporation)

Western Earthworks, LLC
(Business Name)

81-0824566
(Federal ID Number)

383 Westhampton Rd
(Business Address)

Florence, MA 01062
(City and State)

413-584-1484
(Telephone Number)

(Fax Number)



THE MAIN STREET AMERICA GROUP

NGM Insurance Company • Old Dominion Insurance Company
Main Street America Assurance Company • MSA Insurance Company
Information Systems and Services Corporation

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we (Here insert full name and address or legal title of Contractor)
Western Earthworks, LLC
383 Westhampton Road
Florence, MA 01062

as Principal, hereinafter called the Principal, and (Here insert full name and address or legal title of Surety)

NGM Insurance Company
55 West Street
Keene, NH 03431

a corporation duly organized under the laws of the State of Florida

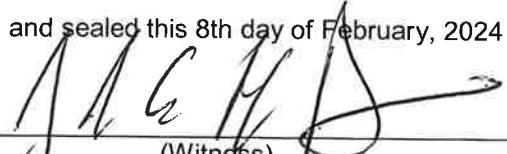
as Surety, hereinafter called the Surety, are held and firmly bound unto (Here insert full name and address or legal title of Owner)
Town of Erving, MA

as Obligee, hereinafter called the Obligee, in the sum of Five Percent of the Attached Bid Dollars (\$ ---5%---), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for (Here insert full name, address and description of project)
Bridge Street Wall Replacement and Maple Avenue Roadway Improvement Project

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 8th day of February, 2024



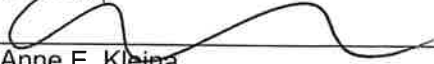
(Witness)



(Witness)

Western Earthworks, LLC
(Principal) _____ (Seal)


(Title) Mariel Lima, Manager

NGM Insurance Company
(Surety) _____ (Seal)


Anne E. Klejna
(Title) Attorney-in-fact

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POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That NGM Insurance Company, a Florida corporation having its principal office in the City of Jacksonville, State of Florida, pursuant to Article IV, Section 2 of the By-Laws of said Company, to wit:

"Article IV, Section 2. The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them. "

does hereby make, constitute and appoint **Kathleen J Daley, James P Daley, Thomas M Daley, Anne E Klejna, Jane E Eitel, Tina M Genza** -----

its true and lawful Attorneys-in-fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed, bonds, undertakings, recognizances, contracts of indemnity, or other writings obligatory in nature of a bond subject to the following limitation:

1. NO LIMITATIONS

and to bind NGM Insurance Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of NGM Insurance Company; the acts of said Attorney are hereby ratified and confirmed.

This power of attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Directors of NGM Insurance Company at a meeting duly called and held on the 2nd day of December 1977.

Voted: That the signature of any officer authorized by the By-Laws and the company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the company as the original signature of such office and the original seal of the company, to be valid and binding upon the company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, NGM Insurance Company has caused these presents to be signed by its Assistant Secretary and its corporate seal to be hereto affixed this 24th day of August, 2023.

NGM INSURANCE COMPANY By:

Lauren K. Powell
Assistant Secretary



State of Wisconsin,
County of Dane.

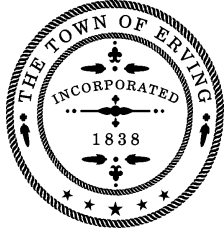
On this 24th day of August, 2023, before the subscriber a Notary Public of State of Wisconsin in and for the County of Dane duly commissioned and qualified, came Lauren K. Powell of NGM Insurance Company, to me personally known to be the officer described herein, and who executed the preceding instrument, and she acknowledged the execution of same, and being by me fully sworn, deposed and said that she is an officer of said Company, aforesaid: that the seal affixed to the preceding instrument is the corporate seal of said Company, and the said corporate seal and her signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company; that Article IV, Section 2 of the By-Laws of said Company is now in force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at Madison, Wisconsin this 24th day of August, 2023.

I, Andrew Rose, Vice President of NGM Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Company which is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company at Madison, Wisconsin this 8th day of February, 2024.

Andrew Rose, Vice President



TOWN OF ERVING

SELECT BOARD

12 East Main Street
ERVING, MASSACHUSETTS 01344

Tel. 413-422-2800
Fax 413-422-2808
Email: administrator@erving-ma.gov

Jacob A. Smith, Chair
Scott Bastarache
James Loynd
Select Board

Bryan Smith
Town Administrator

February 23, 2024

To: Select Board

From: Bryan Smith, Town Administrator

CC: Elizabeth Sicard, Administrative Assistant

RE: Upper Pioneer Valley Veterans' Services District Memorandum of Agreement Renewal

The Town of Erving is a member of the Upper Pioneer Valley Veterans' Services District that is operated by the City of Greenfield, through an existing intermunicipal agreement with the City and other member Towns. The term of the current agreement ends on June 30, 2024. Enclosed is a memorandum from the District Director to member towns, asking Select Boards to indicate by April 1, 2024, whether they would like to remain a member of the District. If towns would like to remain a member of the District, they are asked to sign a renewal of the existing agreement with an effective term of July 1, 2024 through June 30, 2026.

The Town is required to provide veterans services to our residents. I would recommend that the Town continues to participate in the District in order to provide these services to Erving veterans.

Recommended vote language:

A motion for the Town of Erving to remain a member of the Upper Pioneer Valley Veterans' Services District by renewing the existing intermunicipal agreement, effective July 1, 2024, through June 30, 2026, and to authorize Jacob Smith, Select Board Chair, to execute all necessary agreements.



Department of Veteran Services

294 Main Street • Greenfield, MA 01301

Phone 413-772-1571 • Fax 413-772-1401

www.greenfield-ma.gov

Christopher Demars, Director

Laura Thorne, Assistant

Stacey Geneczko, Deputy Director

Jeffrey Cochran, VSO

UPPER PIONEER VALLEY VETERANS' SERVICES DISTRICT

Veteran Resource and Referral Center located in Greenfield, satellite locations throughout the district

February 5, 2024

Member Towns

- Ashfield
- Bernardston
- Buckland
- Charlemont
- Colrain
- Conway
- Deerfield
- Erving
- Gill
- Greenfield
- Hawley
- Heath
- Leverett
- Leyden
- Monroe
- Montague
- New Salem
- Northfield
- Plainfield
- Rowe
- Shelburne
- Shutesbury
- Sunderland
- Warwick
- Wendell
- Whately

Town of Erving Select Board
12 East Main Street
Erving, MA 01344

Dear Select board,

The Upper Pioneer Valley Veterans Services District requested a three year approval from the Commonwealth of Massachusetts on January 3, 2022. The Commonwealth issued a two year approval starting July 1, 2022 and ending on July 1, 2024. The District will be processing the request to the Executive Office of Veteran Services to extend the District for two more years.

Individual member towns must now vote through their respective select boards to continue on as members of the district for the next two years.

All terms of the original inter-municipal remain the same with Greenfield paying 56% of the district budget and the remaining 44% being assessed to the other member towns. Only the total population has been adjusted.

Please review the enclosed agreement and sign by your town's respective signature line. We ask that you vote and return the agreement to our office no later than April 1, 2024. Towns not wishing to continue membership must do so by April 1, 2024 so district assessments may be adjusted. Towns wishing to withdraw from the district must also present a plan for providing veterans' services in accordance with M.G.L. Ch 115 to the state no later than April 1, 2024.

We, of course, hope you will chose to remain a member of our district. Should you have any questions or require my attendance at a select board meeting please let me know.

Respectfully,

Chris Demars
Director



Virginia Desorgher
Mayor

City of
GREENFIELD, MASSACHUSETTS
DEPARTMENT OF VETERANS SERVICES

Christopher Demars, Director
294 Main Street • Greenfield, MA 01301
Phone 413-772-1571 • Fax 413-772-1401
Christopher.Demars@greenfield-ma.gov • www.greenfield-ma.gov

UPPER PIONEER VALLEY VETERANS' SERVICES DISTRICT

District Composition:

The Upper Pioneer Valley Veterans' Services District (the District) is comprised of one city, 25 Franklin County towns, and one Hampshire County town with a total district population of 63,999 (2022 census). (See Appendix A) Ref: M.G.L. c. 115, §§ 2, 10, and 14; 1972 Mass. Acts c. 471, §§ 1-3 *et seq.*

Reasonable Geographical Proximity of Municipalities Within the District:

As a whole, all municipalities within the district adjoin one another. The district is divided basically along geographical lines with an Eastern County and Western County divided by the I-91/Connecticut River corridor. Ref: M.G.L. c. 115, §§ 2, 10, and 14; 1972 Mass. Acts c. 471, §§ 1-3, *et seq.*; 108 CMR 12.00. 14.

Personnel Staffing for the District:

The Upper Pioneer Valley Veterans' Services District employs three veterans' services officers and an adequate number of clerical support staff. Specifically, the district employs one (1) full-time director of the veterans' services district, one, (1) full-time deputy director, one (1) full-time veterans' agent, and one (1) full-time clerical support worker. The district's staffing reflects the Massachusetts Department of Veteran Services guidelines for the minimum personnel staffing requirements for veterans' services districts.

Ref: M.G.L. c. 4, § 7(43); M.G.L. c. 115, §§ 1, 3, 10, 11, and 14; 1972 Mass. Acts c. 471, §§ 1-3, *et seq.*; 108 CMR 2.02; 108 CMR 12.00.

Business Hours and Locations within the District:

The Upper Pioneer Valley Veterans' Services District's main office is located at the Greenfield Veterans' Resource and Referral Center, 294 Main Street, Greenfield, separate and apart from other city offices, and maintains regular business hours from 8:30 a.m. to 5:00 p.m., five days per week (Monday through Friday). The main office is staffed by the district's one full-time clerical support member and the District Director. The District will maintain satellite offices, with space provided by member communities at no cost to the district, with the VSOs setting schedules as needed in their respective eastern and western municipalities.

Ref: M.G.L. c. 115, §§ 10, 11, and 14; 1972 Mass. Acts c. 471, §§ 1-3, *et seq.*; 108 CMR 12.00.

Upper Pioneer Valley Veterans' Services Inter-Municipal Agreement

Pursuant to c.40, sec 4A, this Agreement, approved by the Mayor and Greenfield City Council and the Select Boards of the participating Towns, is hereby entered into and is effective from this first day of July 2024, by and between the City of Greenfield and the participating towns. This agreement contractually enables the Director of Greenfield's Veterans' Resource and Referral Center, and such other Veterans' Service Officers as shall be on the staff of such office, to perform the duties of such office for all of the towns which are party to this agreement. The terms of this contract shall be for Fiscal Years 2025 and 2026, namely July 1, 2024 through June 30, 2026.

1. Such duties will be performed in the Greenfield office of the City's Veterans' Services Office during regularly scheduled business hours or in the member towns during weekly office hours there or during normal office hours.
2. It is understood and agreed that the distribution of benefits payable to Veterans in the member towns under the provisions of Chapter 115 of the Massachusetts General Laws shall be paid by the Treasurer of the member Town in which that Veteran resides or by such method that the Commonwealth sees fit as determined by the Massachusetts Legislature or the Massachusetts Department of Veterans' Services.
3. It is understood and agreed that the reimbursement of Veterans' benefits from the Commonwealth of Massachusetts will be credited to the member Town in which that Veteran resides.
4. All District employees shall be employees of the City of Greenfield. The City of Greenfield shall pay all reasonable and customary salaries and District operating expenses with assessments collected from all District member towns. The Director of the District will supervise all staff in their duties as related to the office in the various towns. These duties shall include the application of M.G.L. Ch 115, filing for federal benefits, assistance with housing, employment, health insurance, and burial benefits. The Director may assign other duties as required by M.G.L. Ch 115 in the performance of the office to include work schedules and appointments as needed.
5. A Member Board shall be created with one primary representative and one alternate representative from each member community. Each community shall have only one vote in matters that come before the Board. The Board shall meet as needed but no less than twice a year and shall address all issues related to the implementation of this District.
6. The Greenfield office shall work with local Veterans Councils from the member communities to assist the Councils in coordinating all ceremonies and parades in all member communities, so long as it does not interfere with the VSO's primary duties.
7. The Greenfield office shall comply with the DVS Directive, dated June 8, 2009, to utilize a paperless web based system which will allow for the submission of member communities' benefit reimbursement requests to the Commonwealth of Massachusetts. Examples of such technology include but are not limited to internet access, fax access, photocopier access and office space.
8. For the term of this agreement, annually by February 1st, each member town will provide a quantity of cemetery flags needed to the district. The District will order the flags, bill the towns, and process reimbursement for each member town.
9. Assessments to the District shall be made payable to the City of Greenfield and mailed to the Upper Pioneer Valley Veterans' Services District c/o Town Hall, 14 Court Square, Greenfield, MA 01301 no later than July 15th of each year.

10. Any budget surplus at the end of each fiscal year will be refunded to each member town according to the EQV/Population model used in the initial assessment. Each fiscal year the District will present a new assessment schedule for the member towns based on any budget increases/decreases incurred or expected based on normal costs of doing business such as indirect employee costs and negotiated union contracts.
11. A member municipality may withdraw from a veterans' services district by vote of its legislative body (selectmen or city council) at the end of a fiscal year if such withdrawal is voted on not less than sixty (60) days prior to the end of the municipality's fiscal year and notice of such vote is filed with the other municipalities comprising the district. The parties shall equitably adjust any payments made or due relating to the unexpired portion of the Term following such termination.
12. If towns opt to join or leave the District, it is understood that the annual assessments of the other member towns will change.

The new Upper Pioneer Valley Veterans' Services District will base assessments on 50% Equalized Valuation (EQV) and 50% US Census population. EQV will use the most recent "Final" figures as published by the Massachusetts Department of Revenue and population will use figures from the most recent decennial census conducted by the US Census Bureau. Submitted assessments are based on the cities/towns listed below (see Appendix B for assessments based on EQV and Population).

In the fall of every year of this agreement, the Upper Pioneer Valley Veterans' Services District will provide assessments to the member communities based on the 50% EQV-50% Population model. This will provide member communities time to consider membership in the district for the upcoming fiscal year within the guidelines in accordance with MGL Ch 115 District formation. Towns not wishing to join must notify MA DVS and submit their own plan for compliance of their municipality with MGL Ch 115. The remaining district assessments would be recalculated and resubmitted to the remaining communities for approval. **Fiscal Year 2016 serves as the base year in establishing the district budget. The City of Greenfield will assume 56% of the district budget. The balance of the budget will be assessed to all remaining signatory communities listed below.**

All remaining costs associated with the operation of the Upper Pioneer Valley Veterans' Services District shall be paid by the City of Greenfield.

This agreement may be renewed on a tri-annual basis by mutual written agreement of all the parties.

City of Greenfield:

Mayor

date

Town of Ashfield:

Select Board Chair

date

Town of Bernardston:

Select Board Chair

date

Town of Buckland:

Select Board Chair

date

Town of Charlemont:

Select Board Chair

date

Town of Colrain:

Select Board Chair

date

Town of Conway:

Select Board Chair

date

Town of Deerfield:

Select Board Chair

date

Town of Erving:

Select Board Chair

date

Town of Gill:

Select Board Chair

date

Town of Hawley:

Select Board Chair

date

Town of Heath:

Select Board Chair

date

Town of Leverett:

Select Board Chair

date

Town of Leyden:

Select Board Chair

date

Town of Monroe:

Select Board Chair

date

Town of Montague:

Select Board Chair

date

Town of New Salem:

Select Board Chair

date

Town of Northfield:

Select Board Chair

date

Town of Plainfield:

Select Board Chair

date

Town of Rowe:

Select Board Chair

date

Town of Shelburne:

Select Board Chair

date

Town of Shutesbury:

Select Board Chair

date

Town of Sunderland:

Select Board Chair

date

Town of Warwick:

Select Board Chair

date

Town of Wendell:

Select Board Chair

date

Town of Whately:

Select Board Chair

date



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES
DEPARTMENT OF VETERANS' SERVICES
600 WASHINGTON STREET, 7TH FLOOR
BOSTON, MA 02111
TEL: (617) 210-5480 FAX: (617) 210-5755 TTY: (617) 210-5883
WWW.MASS.GOV/VETERANS

CHARLES D. BAKER
Governor

MARYLOU SUDDERS
Secretary, EOHHS

KARYN E. POLITO
Lieutenant Governor

CHERYL LUSSIER POPPE
Secretary, DVS

Upper Pioneer Valley Veterans Service District
Roxann Wedegartner
Mayor
14 Court Square
Greenfield, MA. 01301

January 7, 2022

Dear Mayor Wedegartner:

On January 3, 2022, DVS received Upper Pioneer Valley re-application for continued operation of a veterans' services district for the City of Greenfield and the Towns of Ashfield, Bernardston, Buckland, Charlemont, Colrain, Conway, Deerfield, Erving, Gill, Hawley, Heath, Leverett, Leyden, Monroe, Montague, New Salem, Northfield, Plainfield, Rowe, Shelburne, Shutesbury, Sunderland, Warwick, Wendall, and Whatley. DVS has completed its sufficiency review of the re-application. Upper Pioneer Valley Veterans' Services District hereby is granted continued approval for a period of two years commencing on July 1, 2022, to operate under the terms presented in its re-application, and in compliance with all applicable laws, regulations, and directives of DVS.

This approval is effective for two years and shall expire on July 1, 2024. If you wish to continue to operate the district after this expiration date, then you should submit your re-application for continued veterans' services district status not later than 30 days prior to expiration date.

Congratulations, again! We look forward to continuing to work with you and your team to provide the nation's best veterans' benefits and services to Massachusetts veterans and their families.

Sincerely,

Evan Makrinikolas
Compliance Director
Department of Veterans Services

Section 6 | Health & Human Services

- 511 Health Agent Services
- 512 Board of Health
- 522 Nursing Services
- 541 Senior & Community Center
- 543 Veterans Services

FY2025 Operating Budget Request Narrative

Department/Board/Commission: Board of Health & Health Agent Service

Submitted by: Jeffrey McAndrews

FY2024 Highlights & Challenges: Describe the accomplishments and challenges your department/agency is working on in the current fiscal year.

The Board of Health (BOH) has worked collaboratively with our Nursing staff to provide 120 Nursing visits, 6 consults using phone/email/mail, and 16 home visits. The vaccine clinics provided in collaboration with FRCOG serviced 93 people in October and November. The BOH continues to provide subsidized foot care through the Senior Center. The BOH held its first educational offering of first aid/CPR that was well received by those who attended. The BOH continues to work with the Health Agent on open correction/Condemnation orders that have not been resolved, are in litigation, or are under review for receivership. The BOH was able negotiate entrance into the Mosquito Control District program for monitoring and surveillance. The BOH continues to work with administration and our Health Agent to establish and update our policies and procedures that will allow the BOH and Health Agent to service and support Erving's current and future requirements for health and safety.

FY2025 Goals & Initiatives: Describe the goals that your department/ agency is planning to work towards in the upcoming fiscal year. How will your operating budget request allow you to achieve those goals?

- 1) The BOH will continue to offer services through the FRCOG Nursing program and Senior Center. We will be working to establish expanded service and educational offerings including specialized footcare for those with acute footcare needs. Level funding is sufficient for this goal.
- 2) The BOH will continue to work to establish, review, and update regulations, policies and procedures that provide responsible and sustainable health services to the community. Level funding is sufficient for this goal.
- 3) The BOH is working to update its practices and work flow, adding technology resources for the BOH members, Clerk and Health Agent to increase efficiency and meet current and future reporting, investigation, meeting and training requirements. Funding is being discussed with FRCOG through grants that have been awarded to regional towns, including Erving. An increase of \$600 has been requested at this time to cover the cost of a cell phone for the Clerk to utilize for accessibility.
- 4) The BOH will begin reviewing its fee schedule and establishing a five (5) year plan to remain sustainable and competitive with our regional peers. Level funding is sufficient for this initiative.
- 5) The BOH is working with the Health Agent to support future Public Health education by applying to the DPH for an intern to work with the Health Agent this coming year. This is a state funded program. Level funding is sufficient for this initiative.
- 6) The BOH will continue to work with the Health Agent and Legal counsel to resolve ongoing correction/condemnation orders. Level funding has been requested at this time.

Revenue: Describe the current and/or proposed fees collected by your department, board or commission and what costs for services they cover or could cover. If none, please provide that response.

For permitting, licensing and inspections under the current fee schedule, the BOH revenue is approximately \$400.00 annually. Upon review it was found that the Erving fee schedule has not been updated since before 2003. The BOH will begin developing a five (5) year plan to address the fee schedule that will continue to provide services the residents are accustomed to, while remaining sustainable and competitive with our regional peers.

Significant Budget Changes: Explain any significant changes in your operating budget request from the current year. If you have reduced line items, added new line items, or increased a budget line item, provide an explanation for the change.

At this time the Board of Health has requested a \$600 budget increase to cover the annual cost a cell phone for the clerk to improve accessibility to the health and safety needs of Erving. The Health Agent budget has been broken out into a separate department code. The wage increase reflects the town pay increases for all employees. This department budget of \$59,608.00 does not reflect the assessments for shared services from Northfield and Shutesbury. Under the current assessment percentages, Erving will be responsible for \$23,843.20 after all assessments have been collected from the other towns.

Health Inspection Services

Shared with the towns of Northfield & Shutesbury

Account #	Account Description	FY2023 Budget	FY2023 Expended	FY2024 Budget	FY2024 Expended YTD (11/07/2023)	FY2025 Budget Request	+/- diff from FY2024 Budget
Salary & Wages							
001 511 100 51100 511100	Perm. Salary & Wage	\$ -	\$ 22,903	\$ 46,722	\$ 15,336	\$ 46,176	\$ (546)
001 511 100 51100 514400	Holiday Pay					\$ 2,441	\$ 2,441
001 511 100 51100 515000	Vacation Leave					\$ 2,035	\$ 2,035
001 511 100 51100 515100	Sick Leave					\$ 2,441	\$ 2,441
001 511 100 51100 515300	Bereavement Leave					\$ -	\$ -
001 511 100 51100 515500	Jury Duty Leave					\$ -	\$ -
Salary & Wages Subtotal		\$ -	\$ 22,903	\$ 46,722	\$ 15,336	\$ 53,093	\$ 6,371
Ordinary Expenses Subtotal							
	Health Agent Services*	\$ 57,127	\$ 30,412	\$ -	\$ -		
001 511 200 51100 534020	Telecommunication Services- Wireless		\$ 150	\$ 600	\$ 198	\$ 600	\$ -
001 511 200 51100 530100	Seminars & Meetings	\$ -	\$ 826	\$ 1,000	\$ -	\$ 1,000	\$ -
001 511 200 51100 571000	In-State Travel			\$ 4,415	\$ -	\$ 4,415	\$ -
001 511 200 51100 573000	Dues & Memberships			\$ 500	\$ -	\$ 500	\$ -
Ordinary Expenses Subtotal		\$ -	\$ 976	\$ 6,515	\$ 198	\$ 6,515	\$ -
Department Total		\$ -	\$ 23,879	\$ 53,237	\$ 15,534	\$ 59,608	\$ 6,371

* Line item phased out in FY2023 with reorganization of the shared service with Northfield and Shutesbury

Board of Health

Account #	Account Description	FY2023 Budget	FY2023 Expended	FY2024 Budget	FY2024 Expended YTD (11/07/2023)	FY2025 Budget Request	+/- diff from FY2024 Budget
<i>Salary & Wages</i>							
001 512 100 51200 511000	Elected Official Stipend	\$ 3,075	\$ 3,075	\$ 3,075	\$ 750	\$ 3,075	\$ -
Salary & Wages Subtotal		\$ 3,075	\$ 3,075	\$ 3,075	\$ 750	\$ 3,075	\$ -
<i>Ordinary Expenses Subtotal</i>							
001 512 200 51200 530405	Nursing Services	\$ 11,294	\$ 9,388	\$ 11,294	\$ 5,204	\$ 11,294	\$ -
001 512 200 51200 563390	Mosquito Control-MGL C.252 § 5A	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
001 512 200 51200 530000	Professional Contracting Services	\$ 3,085	\$ 989	\$ 3,085	\$ 328	\$ 3,085	\$ -
001 512 200 51200 558200	Software Subscriptions	\$ 250	\$ 248	\$ 2,000	\$ -	\$ 2,000	\$ -
001 512 200 51200 542000	Office Supplies	\$ 1,750	\$ 812	\$ 1,750	\$ 155	\$ 1,750	\$ -
001 512 200 51200 534020	Telecommunication Services- Wireless	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ 600
001 512 200 51200 529900	Board/Secure/Demo Services	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -
001 512 200 51200 530500	Legal Services-General	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ -
Ordinary Expenses Subtotal		\$ 33,379	\$ 11,437	\$ 35,129	\$ 5,687	\$ 35,729	\$ 600
Department Total		\$ 36,454	\$ 14,512	\$ 38,204	\$ 6,437	\$ 38,804	\$ 600

FY2025 Operating Budget Request Narrative

Department/Board/Commission: Senior & Community Center

Submitted by: Paula D Betters

FY2024 Highlights & Challenges: Describe the accomplishments and challenges your department/agency is working on in the current fiscal year.

The highlight is having more support with daily activities by hiring a 20-hr. position in March 2023. Our average daily count has increased to 50 people vs 35 in 2022. Adding additional programs. Highlights are the unbelievable kudos we receive daily complimenting our center as well as programs & opportunities we offer. The SHINE services, navigating healthcare and Medicare up-dates, helping with MA health forms, keeping seniors informed and aware of scams & phone scams working with the district attorney office. Helping find resources for home care. Helping find affordable housing. Assisting seniors filling out the forms as well as confirming junk mail vs important mail. Referrals for support groups and other behavioral programs. Senior massage monthly, Monthly blood pressure screenings and health offerings. Monthly Brown Bag & working with TRIAD for full Thanksgiving dinners delivered. Grant for Small Home repair. Monthly foot clinic. Monthly Veterans services. Computer & phone help. Four successful bus trips, Monthly theme lunches. Several grants approved for 2024. Van services for Erving seniors with the promise of a new Van in Dec. Six strong exercise programs weekly. Four afternoon programs weekly. The fitness room remains steady with daily participants. Many of the services we offer has made a difference for many we assisted this year. I am very proud of all we do. Challenges: Getting the word out for what we offer and getting our seniors in the door to experience our offerings. There still is a stigma associated with a Senior Center.

FY2025 Goals & Initiatives: Describe the goals that your department/ agency is planning to work towards in the upcoming fiscal year. How will your operating budget request allow you to achieve those goals?

Goals are to offer more lunches. Dulcie & I will be taking the Serv Safe test so we can offer lunches from LifePath but limited. More day bus trips, Expand afternoon offerings. Goal working with the Friends group Rec. Committee to get a Pickle Ball Court.

Revenue: Describe the current and/or proposed fees collected by your department, board or commission and what costs for services they cover or could cover. If none, please provide that response.

We do not charge a fee for any open to the public programs. There is a donation box that gets deposited to a COA account. I use that if needed and the budget does not cover the costs. It also gives me flexibility to expand programs opportunities.

Significant Budget Changes: Explain any significant changes in your operating budget request from the current year. If you have reduced line items, added new line items, or increased a budget line item, provide an explanation for the change.

I have level funded my 2025 budget. Changes I did make was moving monies from one account to another. Using past history as a reference to budget more effectively and efficiently.

Senior Services

Account #	Account Description	FY2023 Budget	FY2023 Expended	FY2024 Budget	FY2024 Expended YTD (11/07/2023)	FY2025 Budget Request	+/- diff from FY2024 Budget
Salary & Wages							
001 541 100 54100 511100	Perm. Salary & Wage	\$ 84,881	\$ 73,954	\$ 101,224	\$ 29,187	\$ 94,908	\$ (6,316)
001 541 100 54100 514000	Longevity	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	\$ (500)
001 541 100 54100 514400	Holiday Pay					\$ 5,092	\$ 5,092
001 541 100 54100 515000	Vacation Leave					\$ 5,664	\$ 5,664
001 541 100 54100 515100	Sick Leave					\$ 5,092	\$ 5,092
001 541 100 54100 515300	Bereavement Leave						\$ -
001 541 100 54100 515500	Jury Duty Leave						\$ -
Salary & Wages Subtotal		\$ 85,381	\$ 74,454	\$ 101,724	\$ 29,687	\$ 110,755	\$ 9,031
Ordinary Expenses Subtotal							
001 541 200 54100 520000	Purchase of Service	\$ 12,500	\$ 8,435	\$ 12,500	\$ 2,030	\$ 15,000	\$ 2,500
001 541 200 54100 521100	Electricity	\$ 21,000	\$ 24,238	\$ 25,500	\$ 5,244	\$ 25,000	\$ (500)
001 541 200 54100 523000	Water	\$ 1,000	\$ 429	\$ 1,000	\$ 55	\$ 1,000	\$ -
001 541 200 54100 534010	Telecommunication Services- Wired	\$ 8,800	\$ 9,459	\$ 9,000	\$ 2,662	\$ 9,500	\$ 500
001 541 200 54100 524100	Buildings Maintenance Services	\$ 1,000	\$ 150	\$ 1,000	\$ -	\$ 1,000	\$ -
001 541 200 54100 530000	Professional Contracting Services	\$ 6,500	\$ 2,942	\$ 6,500	\$ 2,204	\$ 5,000	\$ (1,500)
001 541 200 54100 530100	Seminars & Meetings	\$ 1,200	\$ 891	\$ 1,400	\$ 230	\$ 1,400	\$ -
001 541 200 54100 534100	Postage & Mailing Services	\$ 225	\$ 30	\$ 225	\$ -	\$ 225	\$ -
001 541 200 54100 558200	Software Subscriptions	\$ 1,800	\$ 1,800	\$ 1,800	\$ -	\$ 1,900	\$ 100
001 541 200 54100 521300	Propane	\$ 1,700	\$ 881	\$ 1,600	\$ 1,018	\$ 1,500	\$ (100)
001 541 200 54100 542000	Office Supplies	\$ 2,000	\$ 95	\$ 2,000	\$ 34	\$ 1,500	\$ (500)
001 541 200 54100 543000	Building Maintenance Supplies	\$ 3,500	\$ 191	\$ 3,500	\$ -	\$ 1,500	\$ (2,000)
001 541 200 54100 545000	Custodian Supplies	\$ 1,000	\$ 384	\$ 1,000	\$ 813	\$ 1,000	\$ -
001 541 200 54100 540000	Purchase of Supplies	\$ 3,500	\$ 3,570	\$ 3,500	\$ 763	\$ 5,000	\$ 1,500
001 541 200 54100 571000	In-State Travel	\$ 1,000	\$ 190	\$ 1,000	\$ -	\$ 1,000	\$ -
001 541 200 54100 573000	Dues & Memberships	\$ 400	\$ 230	\$ 500	\$ -	\$ 500	\$ -
Ordinary Expenses Subtotal		\$ 67,125	\$ 53,914	\$ 72,025	\$ 15,052	\$ 72,025	\$ -
Special Articles & Continuing Appropriations							
001 541 900 54110 578000	Sr Ctr Fitness Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001 541 900 54111 578000	Sr Ctr Exit Roofs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001 541 900 54112 578000	Sr & Cmnty Ctr-HVAC System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Articles & Continuing Appropriations Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total		\$ 152,506	\$ 128,367	\$ 173,749	\$ 44,739	\$ 182,780	\$ 9,031

Veterans Services

Account #	Account Description	FY2023 Budget	FY2023 Expended	FY2024 Budget	FY2024 Expended YTD (11/07/2023)	FY2025 Budget Request	+/- diff from FY2024 Budget
Ordinary Expenses Subtotal							
001 543 200 54300 530000	Professional Contracting Services	\$ 10,500	\$ 10,395	\$ 10,500	\$ 10,156	\$ 11,100	\$ 600
001 543 200 54300 577000	Veterans Benefits	\$ 30,000	\$ 12,451	\$ 20,000	\$ 3,684	\$ 20,000	\$ -
Veterans Banner Program							
001 543 200 54301 530000	Professional Contracting Services	\$ -	\$ -	\$ 2,000	\$ 1,230	\$ 2,000	\$ -
Ordinary Expenses Subtotal							
		\$ 40,500	\$ 22,846	\$ 32,500	\$ 15,070	\$ 33,100	\$ 600
Department Total		\$ 40,500	\$ 22,846	\$ 32,500	\$ 15,070	\$ 33,100	\$ 600

Section 7 | Culture & Recreation

610	Library Department
630	Recreation Department
650	Parks Services
670	Pearl B. Care Museum
690	Cultural Council
691	Historical Commission
692	Celebrations
699	Public Art

Library FY25 Departmental Budget

FY24 Operating Budget Narrative

Highlights & Accomplishments:

- LEED certification obtained and \$100K credit received by town.
- Post-occupancy report filed and site visit conducted by MBLC.
- Over 100 programs were offered to patrons of all ages.
- Awarded over \$32,500 in grant funding by external sources.
- Patron traffic was up 100% from 4k to 8k from FY22 to FY23. So far in FY24 traffic is up 50% again from FY23, with 5k counted in five months.
- Hours “pilot” will conclude at the end of 2023 with finalized hours based on patron feedback, building data, and ease for remembering. Starting in January 2024 hours will be: Sunday & Monday, 10am-4pm; Tuesday, Wednesday, & Thursday, 12-6pm.
- Added new items for patrons to borrow including Nintendo Switch, Launchpad leaning tablets, puzzles and painting kits for patrons with cognitive and motor disabilities.
- Maintenance work continues to be prioritized to properly maintain the facility including alarm/locking systems, doors, and HVAC, and in coordination with DPW.
- Partnerships with Senior & Community Center, Conservation Commission, Recreation Commission, Historical Commission, and Planning Department.

Challenges:

- Increased patron traffic (also an accomplishment!), specifically youth – almost half of all item circulations are in the teen and juvenile collections.
- Staffing limitations due to the number of hours being worked by only three positions, and the increase of patron traffic, more in-depth technology help and reader’s advisory, and the increase of programs offerings and attendance. Two of the three staff only work four days per week when the library is open five days. This means that two out of five days per week the library has only the minimum required staffing per the Board of Library Trustees policy. If a staff member is out, and a sub can’t be scheduled, the library has to close for those hours.
- Increased need for Youth Services staffing. More needs are coming from the from Elementary School. School visits utilize the Children’s Room and the Youth Services Librarian, as well as other staff time. If each school class visited the library monthly, it would double the number of total programs offered by the library. Teachers often request significant numbers of books via EPL that are not available through the school system. With more staff time the library would be reaching out to the area’s middle and high schools as well. More staff time would enable the librarian to do more readers advisory (helping people find what to read), updating web and printed content, assessing and creating better collection signage, researching and preparing drop-in crafts for children and teens, and applying for grants that would further serve the Erving community.
- Retention of subs – most subs move on to full time jobs so this position is high turnover and can require hours of training.

LIBRARY OPERATING BUDGET DEPARTMENTAL REQUEST NARRATIVE FY24

- Materials budget rises along with other costs and is required for MBLC certification. There will be a gap in FY24 created by the wage increases that can mostly likely be covered by a temporary MBLC waiver, grant spending, and gifts.
- Door maintenance is an ongoing cost/obstacle (hardware and software conflicts).
- Lighting system – the town continues to not have any control to make sure lights are off and when the building is closed, and electricity costs have risen significantly.
- Financing programs (events), which are one of the main ways patrons engage with the library – funds have not increased, and program costs are rising. FY24 program line looks larger than FY23 because funds in the “expense” category did not match up with state codes.

FY25 Operating Budget Narrative

Goals & Initiatives:

- Increase staffing capacity to meet patron needs, specifically in Youth Services.
- Pursue increased collaboration with other town departments, boards, commissions, and local schools (provided Youth Services staffing is increased).
- Help patrons use digital resources by providing quick-start guides & in-person training.
- Make headway documenting building use practices & boosting access to meeting rooms.
- Seek and utilize further grant funding for budget areas that are not increased by the town, like programs and services.

Revenue:

The library collects the following fees that are deposited into account 29-300-61007 “Library Use, Lost Book, Program Fees”. So far funds have not been expended. The Board of Library Trustees have suggested using these funds to support the annual Summer Reading Program.

- Printing/copying: first 5 pages/day free, \$0.10/page after that.
- Lost items: fee depends on the item type/replacement cost.
- Meeting room use fees range from \$0 - \$50.00/day. A refundable cleaning deposit and swipe card deposit may also be applied.

Significant Budget Changes:

The library is documenting and requesting the following changes, some due to changes in town accounting practices (ie. the library’s salary and wage lines now include holiday, sick, vacation and longevity pay), some due to state regulations (materials budget), and one request due to service needs. Please note, the library is not requesting funds for any operational expenses or program expenses.

1. Unavoidable salary and wage line increase due to town accounting changes and FY25 scheduled compensation increases: **\$29,047.09**
2. New request (revised and reduced from prior FY25 staffing suggestions) to increase the Youth Services Librarian from 4 days to 5 days (from 28 to 35 hours per week) to meet the growing needs of the library, elementary school, and specifically serves patrons 0-19 years-old: **\$10,217.48**

LIBRARY OPERATING BUDGET DEPARTMENTAL REQUEST NARRATIVE FY24

3. Materials budget increase to meet the certification requirements set by the MBLC: **\$1,100**
***Bryan we need to double check this math and contact the MBLC to confirm**

Total increase necessary: \$30,147.09

Total new cost requested in order to maintain services as expected: \$CONFIRMS

Grand total: \$40,364.57

FY25 Capital Budget Brief

FY25 Requests:

- Lighting System (see below details in project request)

Anticipated Future Requests (not submitted this year):

- Accessible Trail collaboration with Conservation Commission (no quote available)
- New Materials / DVD browsing replacement shelving and display furniture (FY26)
- Teen Room furniture replacement – first area anticipated to need redesign/repair (FY30)
- Carpet tile replacement – tiles last approximately 15 years (FY35)

FY25 Capital Budget Project Request

Request/Project title: Lighting system controls

Estimated total cost: \$3000-\$5000

Source of cost estimate: vendor quote

Explain why this has to be purchased in FY25: This project is overdue from the building opening in 2020, there are safety risks that must be corrected, and there may be a significant cost to the lights coming on at all hours which could have an impact on the library electric bill. If possible, it would be ideal to actually handle this in FY24.

Prioritize this request in relation to other requests from the same department: #1

Type of request: new request

This request is necessary to address: Public/Staff Safety

Brief project description and explanation of the department's capacity to complete the project: This project is to gain control of the lighting system. Currently neither IT, DPW, nor the library administration have access to the settings for the lighting system that controls the entire building. This was supposed to have been supplied with the building operations at close of construction but has not been able to be tracked down or accessed by any of the parties. The number one safety risk is that the lights in the two main bathrooms shut off after 90 seconds (about 1 and a half minutes) and cannot easily be turned back on with motion control from a sitting position. The bathrooms also do not have a safety pull cord, so a patron could be left in the dark without the ability to get help. The secondary need for this is based on expenses and community perception. The facility continues to cost more in electricity than the building committee expected, and this may be one of the reasons why. The library continues to get many reports from the community about the building lights being on at all hours of the night.

Identify potential funding sources, if known: Unknown.

Explain the anticipated impact on future operating budgets: If the lights are draining unnecessary electricity, the electric bill will be reduced going forward.

LIBRARY OPERATING BUDGET DEPARTMENTAL REQUEST NARRATIVE FY24

Describe the anticipated useful life: The life of the building.

Supporting rationale: Quote from NorthEast electrical included (\$3745.00).



ENCELIUM

Date: April 13, 2023

QUOTE

Project: Erving Public Library - Service Visit

Description: Full day (up to 8 hours) on-site service including travel costs
Applicable during regular operation hours Monday - Friday

Item	Qty.	Part Number	Item Description	PRICE
	1		Encelium ECS Lighting Control System, including the following:	
1	LOT	LV11016	Technical Service	
Total				\$3,745.00

Library Services

Account #	Account Description	FY2023 Budget	FY2023 Expended	FY2024 Budget	FY2024 Expended YTD (10/31/2023)	FY2025 Budget Request	+/- diff from FY2024 Budget
Salary & Wages							
001 610 100 61000 511000	Elected Official Stipend	\$ 3,075	\$ 3,075	\$ 3,075	\$ -	\$ 3,075	\$ -
001 610 100 61000 511100	Perm. Salary & Wage	\$ 124,857	\$ 130,722	\$ 151,328	\$ 46,977	\$ 142,093	\$ (9,235)
001 610 100 61000 512000	Temp. Salary & Wage	\$ 1,000	\$ 2,669	\$ 3,000	\$ 1,299	\$ 3,000	\$ -
001 610 100 61000 514000	Longevity			\$ -	\$ 500	\$ 500	\$ 500
001 610 100 61000 514400	Holiday Pay			\$ -	\$ -	\$ 8,124	\$ 8,124
001 610 100 61000 515000	Vacation Leave			\$ -	\$ -	\$ 7,752	\$ 7,752
001 610 100 61000 515100	Sick Leave			\$ -	\$ -	\$ 8,124	\$ 8,124
001 610 100 61000 515300	Bereavement Leave					\$ -	\$ -
001 610 100 61000 515500	Jury Duty Leave					\$ -	\$ -
Salary & Wages Subtotal		\$ 128,932	\$ 136,466	\$ 157,403	\$ 48,776	\$ 172,668	\$ 15,265
Ordinary Expenses							
001 610 200 61000 521100	Electricity	\$ 10,000	\$ 25,380	\$ 21,500	\$ 2,563	\$ 21,500	\$ -
001 610 200 61000 523000	Water	\$ 500	\$ 416	\$ 500	\$ 278	\$ 500	\$ -
001 610 200 61000 534010	Telecommunication Services- Wired	\$ 6,000	\$ 5,470	\$ 5,500	\$ 2,128	\$ 5,500	\$ -
001 610 200 61000 534020	Telecommunication Services- Wireless			\$ 500	\$ -	\$ 500	\$ -
001 610 200 61000 524120	Facility Security/Monitoring Services	\$ 500	\$ 947	\$ 500	\$ 914	\$ 500	\$ -
001 610 200 61000 524110	Fire Alarm/Suppression Maintenance Services	\$ 3,000	\$ 2,240	\$ 3,000	\$ 139	\$ 3,000	\$ -
001 610 200 61000 573000	Dues & Memberships				\$ -	\$ 500	\$ 500
001 610 200 61000 530100	Seminars & Meetings	\$ 1,000	\$ 556	\$ 1,000	\$ 388	\$ 500	\$ (500)
001 610 200 61000 521300	Propane	\$ 100	\$ -	\$ 100	\$ -	\$ 100	\$ -
001 610 200 61000 542000	Office Supplies	\$ 500	\$ 446	\$ 500	\$ 65	\$ 2,800	\$ 2,300
001 610 200 61000 543000	Building Maintenance Supplies				\$ -	\$ 500	\$ 500
001 610 200 61000 524100	Buildings Maintenance Services	\$ 1,000	\$ 1,013	\$ 3,000	\$ 1,498	\$ 2,500	\$ (500)
001 610 200 61000 571000	In-State Travel	\$ 500	\$ 432	\$ 500	\$ 90	\$ 500	\$ -
001 610 200 61000 558200	Software Subscriptions	\$ 3,000	\$ 1,104	\$ 3,000	\$ 1,586	\$ 3,000	\$ -
	Expenses Undefined*	\$ 3,000	\$ 3,154	\$ 3,000	\$ 1,381	\$ -	\$ (3,000)
Ordinary Expenses Subtotal		\$ 29,100	\$ 41,158	\$ 42,600	\$ 11,030	\$ 41,900	\$ (700)
Materials							
	Materials*	\$ 39,897	\$ 41,574	\$ 47,420	\$ 11,903	\$ -	\$ (47,420)
001 610 200 61001 558000	Other Supplies				\$ -	\$ 10,370	\$ 10,370
001 610 200 61001 558100	Books In Print Format				\$ -	\$ 20,000	\$ 20,000
001 610 200 61001 558110	Print Serial Subscriptions				\$ -	\$ 700	\$ 700
001 610 200 61001 558120	Audio				\$ -	\$ 500	\$ 500
001 610 200 61001 558130	Video				\$ -	\$ 3,000	\$ 3,000
001 610 200 61001 558140	Network Membership Fees E-Content				\$ -	\$ 700	\$ 700
001 610 200 61001 558150	E-Books, Downloadable Audio/Video				\$ -	\$ 5,000	\$ 5,000
001 610 200 61001 558160	Materials Accessed Electronically				\$ -	\$ 6,100	\$ 6,100
001 610 200 61001 558170	Electronic Collections & Databases				\$ -	\$ 2,150	\$ 2,150
Materials Expenses Subtotal		\$ 39,897	\$ 41,574	\$ 47,420	\$ 11,903	\$ 48,520	\$ 1,100
Programs							
001 610 200 61002 530000	Professional Contracting Services	\$ 3,000	\$ 3,122	\$ 3,000	\$ 1,381	\$ 2,000	\$ (1,000)
001 610 200 61002 549100	Food & Supplies for Events				\$ -	\$ 500	\$ 500
001 610 200 61002 558000	Other Supplies				\$ -	\$ 1,200	\$ 1,200
Programs Expenses Subtotal		\$ 3,000	\$ 3,122	\$ 3,000	\$ 1,381	\$ 3,700	\$ 700
Ordinary Expenses Subtotal		\$ 71,997	\$ 85,854	\$ 93,020	\$ 47,248	\$ 94,120	\$ 1,100
Department Total		\$ 200,929	\$ 222,320	\$ 250,423	\$ 96,024	\$ 266,788	\$ 16,365

* line items being phased out for more detailed expense definitions

Materials Requirement for Certification (= 3 year average total operating * .20) \$ 47,876

Temporary waiver can be filed to certify at 19% instead of 20%

[Municipal Appropriation Requirement \(MAR\) Regulations & Standards](#)

FY2025 Operating Budget Request Narrative

Department/Board/Commission: Recreation Commission & Parks Maintenance

Submitted by: Jacquelyn Boyden and Breta Petraccia

FY2024 Highlights & Challenges: Describe the accomplishments and challenges your department/agency is working on in the current fiscal year.

In spring of FY2023, the Recreation Commission formed subcommittees, currently made up of two commissioners each with one assigned as the “point person,” to address the main categories of Commission programming and resource management: Sports/Athletic Programming; Events; Parks & Grounds; and Summer Parks.

Sports & Events

In this first half of FY2024, we have seen an increase in participation in events and sports, reflecting the trends in age demographics as well as programming changes as we adjust staffing levels, public outreach, and event planning to accommodate post-pandemic realities. We hosted our first full Summer Concert Series, with five concerts planned (one of which was rained out), with a (successful) trial postcard mailing for promotion. Our Fall Festival was successful in spite of the weather, we had a number of vendors sign up for the festival and we had over 300 attendees that morning. We advertised the festival using social and print media. We learned from the experience to help ensure FY25’s Fall Festival is better organized and more cost effective.

Parks & Grounds

The Commission is working to ensure its parks and grounds are safe and up to date for the public. For the past several years, we have been working to update equipment and to address grounds issues that went unattended or unnoticed in the past. As a result, we have been working through a list of tasks and projects to ensure each park remains a viable public resource, as we work toward updating the amenities at each park and playground. Riverfront Park and Zilinski Field are our two current priorities due to the inherent lifespan of playground equipment and natural erosion of landscaping elements.

Summer Park

For FY24 our Summer Park enrollment was reduced to 20 children per week. This was due to a number of factors, and it allowed us to have quality programming that included new staff-training strategies, new programming format with the Parks Program Director (Alyssa Frey), and focused efforts to maintain our relationship with the Erving Elementary School staff with whom we work with closely. We successfully tracked the cost of the program to be able to better understand how much it costs and what we need to charge to have a 50/50 split.

FY2025 Goals & Initiatives: Describe the goals that your department/ agency is planning to work towards in the upcoming fiscal year. How will your operating budget request allow you to achieve those goals?

Summer Park

After a successful summer program, we are hoping to increase enrollment by 10 more children in FY25 and add a third counselor to meet the State-mandated staff-to-child ratios. This additional counselor is needed regardless of enrollment so that we can cover in the case of staff illness or absences.

Additionally, based on the cost allocation of this program, we realize that this program costs the Recreation Commission \$47,000 to run the 6-week program. To help defray the cost to the taxpayers, we have voted to raise the weekly fee to \$150 for residents and \$225 for non-residents.

Programs

We anticipate increased participation in our sports programs as instructional players age up to team/league players, particularly in soccer and basketball.

Events

In FY2025, we will offer the Summer Concert Series for a second year, as well as the reinvigorated Fall Festival with its expanded offerings and hours. Our promotional efforts will include mailings and social media blasts. The cost-effectiveness of print advertising is still being evaluated. We plan to keep other events at their current size as they have recently been expanded and we are at capacity for maintaining those events.

Parks & Grounds

As we work through Parks & Grounds projects in FY24 and FY25, we are looking ahead to a necessary redesign of the playground at Zilinski Field in FY27, and a total park redesign for Veterans Field, a multi-year project that has many stakeholders across the Town Government, and that will ultimately offer amenities and opportunities that reflect the diversity of age and recreational interests among Erving residents.

Revenue: Describe the current and/or proposed fees collected by your department, board or commission and what costs for services they cover or could cover. If none, please provide that response.

Revenue:

We are in the process of bringing program and event fees up to a 50/50 split. Recreation fees for the public were considerably off from this ratio, so we are changing the fees gradually over 3 years to ease the financial transition for our constituents, especially given the considerable increase in necessary household expenses over the past several years.

Based on Calendar Year 2023's revenue for sports and events, we anticipate FY 25 Revenue to break down as follows: Team Sports: \$1,200; Fall Festival Vendors: \$200; Snowtubing: \$800; Summer Parks Program: \$15,000.

The revenue is deposited into the Recreation Revolving Account and is used to cover any overages in expenses incurred in that Fiscal Year. Unexpended funds in excess of \$10,000 (maximum allowed carry-over into the next FY) at the end of the Fiscal Year are transferred to the Continuing Appropriation Parks Improvement and Maintenance Account.

We want to note that we decreased our Temporary Salary and Wage Summer Park line item by \$15,000 as we are planning on using the fees to offset that amount. The actual amount for salary and wages is 34,569.

Significant Budget Changes: Explain any significant changes in your operating budget request from the current year. If you have reduced line items, added new line items, or increased a budget line item, provide an explanation for the change.

Requested Increases:

Wages: The Permanent Salary & Wage line is increased per the FY2025 wage scale step increase. The Temporary Salary & Wage increase reflects State requirements regarding staff pay that previously had been paid as vendor fees, including sports referees (2 per game for soccer and basketball; 16 games total), 2 timekeepers and scorekeepers per game for basketball (8 games), and special event staffing (5 event staff for 5 hours at Fall Festival). It also includes wages for Summer Park staff, with the Director returning as Step 2, one returning counselor at Step 3, one returning counselor at step 2, and one added counselor position so as to meet the minimum State-mandated staffing requirements.

Changes from FY2024's budget reflect improved tracking of expenditures, instituted in summer 2023 with the creation of new budget lines, as well as subsequent refinements of budget allocations. You will note some decreases as well as some new budget allocations.

Line-by-line increases:

Telecommunications - Wireless reflects the cost for maintaining two cell phones: one is the Recreation Assistant's cell phone, and the other is the Summer Parks and Program/Events cell phone used by the Summer Parks Director for contact with families and emergency services, and by Recreation Commissioners as a remote-phone on location at events. Seminars & Meetings cover the cost of a Certified Park Safety Inspector course and exam: certification must be renewed every 3 years. The Recreation Assistant's certification expired in October 2023. Membership Dues is for Mass Recreation and Parks Association at \$315 per year (<https://www.massrpa.org/>). The membership level reflected above is the minimum level applicable to our Commission. Software Subscription reflects an anticipated increase in the cost for MyRec, the registration software used for Rec programs.

Summer Parks Program:

It is important to note that our FY24 approved budget was planned for 40 children per session, while actual expenditures reflect a very reduced budget for 20 children per session, some of the cost for which are not reflected in our FY24 expenses but were expended in FY23 because the program starts in the end of June.

Most line-item increases are attributable to inflation in the cost of materials, fees, and services, as well as the increased materials needs for the additional 10 children per session compared to FY24.

The most substantial line-item increase is new to FY2025's request: Equipment Rental for \$6000. This request is to cover the rental of a tent for sun/rain shelter for the 6-week outdoor program. The existing Recreation tent was declared surplus as it was in very poor condition, due to age, weather damage, and

natural wear and tear. A rental each year may cost more than purchasing a new tent, but it saves staff time in installing and dismantling, year-round storage space, and maintenance/repair/replacement costs.

Sports Program:

Reflects a slight decrease in overall program budget request.

Events/Concerts:

FY25 request in this area more accurately reflects actual costs of Fall Festival and regular annual events, which include working with several vendors, performers with fees, and promotional services. We have seen increased attendance at our free family events, which is reflected in the increases in materials and supplies.

Rental & Leasing Services- Equipment includes the interactive attractions (bounce houses, etc.) for the Fall Festival, the one-day rental of a tent for the Fall Festival, as well as 2 portable toilet units. Included in Admission Fees is a one-day pour/liquor license, and food vendor licenses for the Fall Festival as well.

Park Maintenance

We request level funding for these line items, with one change: the rental of a portable toilet unit has been pulled out from the Repair/Maintenance (previously Parks Maintenance) line and now is its own budget line item (Rental & Leasing Services)

Recreation Commission

Account #	Account Description	FY2023 Budget	FY2023 Expended	FY2024 Budget	FY2024 Expended YTD (11/07/2023)	FY2025 Budget Request	+/- diff from FY2024 Budget
Salary & Wages							
001 630 100 63000 511000	Elected Official Stipend	\$ 5,075	\$ 3,484	\$ 5,075	\$ 1,070	\$ 5,075	\$ -
001 630 100 63000 511100	Perm. Salary & Wage	\$ 20,880	\$ 18,290	\$ 21,298	\$ 7,264	\$ 24,210	\$ 2,912
001 630 100 63001 512000	Temp. Salary & Wage Summer Park	\$ 25,000	\$ 16,735	\$ 25,000	\$ 15,165	\$ 19,569	\$ (5,431)
001 630 100 63000 512000	Temp. Salary & Wage Other					\$ 2,886	
Salary & Wages Subtotal		\$ 50,955	\$ 38,509	\$ 51,373	\$ 23,499	\$ 51,740	\$ 367
Ordinary Expenses Subtotal							
001 630 200 63000 534010	Telecommunication Services- Wired	\$ -	\$ 299	\$ -	\$ 105	\$ -	\$ -
001 630 200 63000 534020	Telecommunication Services- Wireless	\$ -	\$ -	\$ 750	\$ 239	\$ 1,500	\$ 750
001 630 200 63000 531200	Print Services	\$ -	\$ -	\$ 1,500	\$ 143	\$ 1,000	\$ (500)
	Postage *	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ (1,500)
001 630 200 63000 571000	In-State Travel	\$ 500	\$ -	\$ 500	\$ -	\$ 300	\$ (200)
001 630 200 63000 530100	Seminars & Meetings					\$ 600	\$ 600
001 630 200 63000 573000	Dues & Memberships					\$ 345	\$ 345
001 630 200 63000 542000	Office Supplies	\$ 4,735	\$ 106	\$ 2,000	\$ 24	\$ 500	\$ (1,500)
001 630 200 63000 558200	Software Subscriptions	\$ -	\$ 2,850	\$ 3,000	\$ -	\$ 3,500	\$ 500
	Recreational Programs*	\$ 19,000	\$ 10,618	\$ -	\$ 253	\$ -	\$ -
Summer Park							
001 630 200 63001 540000	Purchase of Supplies			\$ 10,000	\$ 2,768	\$ 2,500	\$ (7,500)
001 630 200 63001 530000	Professional Contracting Services			\$ -		\$ 500	\$ 500
001 630 200 63001 533000	Transportation			\$ -		\$ 2,300	\$ 2,300
001 630 200 63001 535010	Admission Fees			\$ -		\$ 200	\$ 200
001 630 200 63001 527150	Rental & Leasing Services- Equipment			\$ -		\$ 6,000	\$ 6,000
	Staff Training			\$ -		\$ 300	\$ 300
Programs							
001 630 200 63002 540000	Purchase of Supplies			\$ 4,000	\$ 1,360	\$ 3,600	\$ (400)
001 630 200 63002 535010	Admission Fees			\$ -		\$ 200	\$ 200
001 630 200 63002 530000	Professional Contracting Services			\$ -		\$ -	\$ -
Events/Concerts							
001 630 200 63003 540000	Purchase of Supplies			\$ -	\$ -	\$ 2,100	\$ 2,100
001 630 200 63003 535010	Admission Fees			\$ -		\$ 600	\$ 600
001 630 200 63003 535020	Entertainment/Performance Services			\$ 5,000	\$ 4,326	\$ 2,650	\$ (2,350)
001 630 200 63003 527150	Rental & Leasing Services- Equipment			\$ -		\$ 5,200	\$ 5,200
	Promotional Services			\$ -		\$ 500	\$ 500
Ordinary Expenses Subtotal		\$ 24,235	\$ 13,873	\$ 28,250	\$ 9,218	\$ 34,395	\$ 6,145
Department Total		\$ 75,190	\$ 52,382	\$ 79,623	\$ 32,717	\$ 86,135	\$ 6,512

* phasing line items out and replacing with line items that better define expenses

Parks Services

Account #	Account Description	FY2023 Budget	FY2023 Expended	FY2024 Budget	FY2024 Expended YTD (11/07/2023)	FY2025 Budget Request	+/- diff from FY2024 Budget
Ordinary Expenses Subtotal							
001 650 200 65000 521100	Electricity	\$ 2,000	\$ 801	\$ 1,000	\$ 256	\$ 1,000	\$ -
001 650 200 65000 524000	Repair/ Maintenance Services	\$ 25,000	\$ 7,462	\$ 20,000	\$ 250	\$ 18,500	\$ (1,500)
001 650 200 65000 524105	Grounds Maintenance Services	\$ 25,000	\$ 36,748	\$ 30,000	\$ 19,760	\$ 30,000	\$ -
001 650 200 65000 527150	Rental & Leasing Services- Equipment					\$ 1,500	\$ 1,500
Ordinary Expenses Subtotal		\$ 52,000	\$ 45,011	\$ 51,000	\$ 20,266	\$ 51,000	\$ -
Special Articles & Continuing Appropriations							
001 650 900 65010 578000	Resurf Tennis Courts Vets Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001 650 900 65011 578000	Roofs-Bath House & Shed Zilinski	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001 650 900 65012 578000	Volley Ball Court-Zilinski Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001 650 900 65013 578000	ADA Compl & Upgrades Zilinski Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001 650 900 65014 578000	Riverfront Park-Electric Service &	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001 650 900 65015 578000	Park St Park Renov & Improv	\$ -	\$ -	\$ -	\$ 1,388	\$ -	\$ -
001 650 900 65016 578000	Zilinski Park Dugout Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001 650 900 65017 578000	Riverfront Park Water Tower Assessm	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001 650 900 65018 530000	Park Grant Writer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001 650 900 65020 580000	General Maintenance of Parks	\$ 18,000	\$ -	\$ -	\$ 3,524	\$ -	\$ -
Special Articles & Continuing Appropriations Subtotal		\$ 18,000	\$ -	\$ -	\$ 4,912	\$ -	\$ -
Department Total		\$ 70,000	\$ 45,011	\$ 51,000	\$ 25,178	\$ 51,000	\$ -

FY2025 Operating Budget Request Narrative

Department/Board/Commission: Historical Commission & Museum

Submitted by: Sara E. Campbell, Chair

FY2024 Highlights & Challenges: Describe the accomplishments and challenges your department/agency is working on in the current fiscal year.

Accomplishments:

Drafts of a Demolition Delay By-Law and Archaeology Accountability Policy under review by the Town's attorney.

Received grant funding for Erving Historical Structures Inventory, advertised for consultants, none responded. Working with MHC to release the solicitation again.

Continued close association with the NPS Battlefield Grant project and its impact on Erving.

Began study of contents of Pearl B. Care Building, its physical condition and defining future involvement regarding maintenance, public access, etc.

Procure computer equipment for cataloguing collections and begin inventory.

Challenges:

Bringing the membership of the Commission back to full strength. Two new members joined, and two open slots.

Planning for potential use of the Pearl B. Care Building and value of materials. Reviewed Town-wide Accessibility report. Building has been mothballed for 3-4 years.

FY2025 Goals & Initiatives: Describe the goals that your department/ agency is planning to work towards in the upcoming fiscal year. How will your operating budget request allow you to achieve those goals?

Complete two policies above and schedule discussions/approvals by the Town.

Complete historic inventory with a consultant.

Make progress in reviewing status of PBC building, plan for needed maintenance, work toward open house for residents.

Revenue: Describe the current and/or proposed fees collected by your department, board or commission and what costs for services they cover or could cover. If none, please provide that response.

None.

Significant Budget Changes: Explain any significant changes in your operating budget request from the current year. If you have reduced line items, added new line items, or increased a budget line item, provide an explanation for the change.

Expenses associated with the PBC building have always been accounted for within the general Town Budget. We are attempting to separate the costs to clarify the expenses necessary for upkeep.

Museum Services

Account #	Account Description	FY2023 Budget	FY2023 Expended	FY2024 Budget	FY2024 Expended YTD (11/07/2023)	FY2025 Budget Request	+/- diff from FY2024 Budget
<i>Ordinary Expenses Subtotal</i>							
001 670 200 67000 521100	Electricity					\$ 5,000	\$ 5,000
001 670 200 67000 521200	Heating Oil Fuel					\$ 5,000	\$ 5,000
001 670 200 67000 524100	Buildings Maintenance Services					\$ 2,000	\$ 2,000
001 670 200 67000 540000	Purchase of Supplies					\$ 2,000	\$ 2,000
<i>Ordinary Expenses Subtotal</i>		\$ -	\$ -	\$ -	\$ -	\$ 14,000	\$ 14,000
<i>Special Articles & Continuing Appropriations</i>							
001 670 900 67010 582010	Improvement of Buildings- Security Cameras	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001 670 900 67011 582010	Improvement of Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Special Articles & Continuing Appropriations Subtotal</i>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total		\$ -	\$ -	\$ -	\$ -	\$ 14,000	\$ 14,000

This entire budget build out is new as the costs for the museum have previously been covered by the Town Buildings line item. FY2025 will be a transition year for tracking these costs more accurately. Costs are estimated as the building has been winterized for nearly 4 years.

Historical Commission

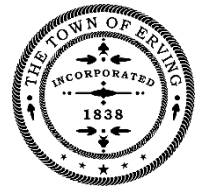
Account #	Account Description	FY2023 Budget	FY2023 Expended	FY2024 Budget	FY2024 Expended YTD (11/07/2023)	FY2025 Budget Request	+/- diff from FY2024 Budget
Ordinary Expenses Subtotal							
001 691 200 69100 578000	Expenses Undefined	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ 3,000	\$ -
Ordinary Expenses Subtotal							
		\$ 3,000	\$ -	\$ 3,000	\$ -	\$ 3,000	\$ -
Special Articles & Continuing Appropriations							
001 691 900 69110 530000	Professional Services- Historical Structure Inventory	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ (20,000)
Special Articles & Continuing Appropriations Subtotal							
		\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ (20,000)
Department Total							
		\$ 3,000	\$ -	\$ 23,000	\$ -	\$ 3,000	\$ (20,000)

Ceremonies & Flags

Account #	Account Description	FY2023 Budget	FY2023 Expended	FY2024 Budget	FY2024 Expended YTD (11/07/2023)	FY2025 Budget Request	+/- diff from FY2024 Budget
<i>Ordinary Expenses Subtotal</i>							
Ceremonial Flags							
001 692 200 69201 540000	Purchase of Supplies	\$ 6,000	\$ 6,449	\$ 6,000	\$ -	\$ 7,000	\$ 1,000
Memorial Day Services							
001 692 200 69202 520000	Purchase of Services	\$ 1,500	\$ 440	\$ 1,500	\$ -	\$ 1,500	\$ -
Seasonal Celebrations							
001 692 200 69203 540000	Purchase of Supplies*	\$ 5,000	\$ 445	\$ 5,000	\$ -	\$ 5,000	\$ -
<i>Ordinary Expenses Subtotal</i>							
		\$ 12,500	\$ 7,334	\$ 12,500	\$ -	\$ 13,500	\$ 1,000
Department Total		\$ 12,500	\$ 7,334	\$ 12,500	\$ -	\$ 13,500	\$ 1,000

* a question has been posed about transitioning this to a special article so that the unspent balance can accumulate and maybe available for a larger display in the future.

FY 2025 | Capital Expenditure Request Form- Construction & Multi Year Projects



Instructions

Please use this form to submit each capital budget request for consideration in the budget planning process. Refer to the guidance memorandum for definitions, deadlines, and other details.

Department / Board Information

Department/Board Name	Historical Commission & Museum	Date	
Contact Name	Sara E. Campbell, Chair	E-Mail	theresa.dodge@erving-ma.gov
Telephone			

Project Request Information

Project Name	Pearl B Care building maintenance\$		
Estimated Total Cost	\$10,000	Source of Estimate	Place holder
Prioritization in Relation to all Dept. Requests	1st	New or Replacement Request?	New Request
Explain Why this must be a FY2025 Procurement	General maintenance to prevent deterioration of the building.		
This Request is Necessary to Address: (check all that apply)	Asset Preservation;		
Brief Purchase / Project Description & Department Capacity to Complete Project	Repairs, cleaning, painting, plumbing and heating, electrical systems, roof, accessibility/safety.		
Please Identify Potential Funding Sources if Known	Unknown		
Explain Anticipated Impact on Future Operating Budgets	Reduce Costs;	Useful Life	Varies

Proposed Phasing & Funding

Total amount anticipated for funding for each stage/phase over time.

Phases or Stages	FY2025	FY2026	FY2027	FY2028
Phase 1	\$10,000			
Phase 2				
Contingency & Escalation	\$2000			
Total				

Supporting Rationale

The requesting department or agency should attach any other data, photographs, reports, proposals, quotes, or information that is warranted to justify the prioritization of the request and the cost estimations presented.

Signatory

Signature

Signature of the Person Submitting this Form

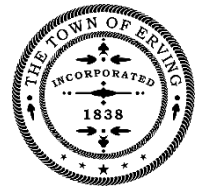
Name

Name of the Person Submitting this Form (print)

To Be Completed by Capital Planning Committee

Funding Source	General Fund	\$	Free Cash/ Retained Earnings	\$	Stabilization	\$
	Borrowing	\$	State/ Federal	\$	Grants	\$

FY 2025 | Capital Expenditure Request Form- Construction & Multi Year Projects



Instructions

Please use this form to submit each capital budget request for consideration in the budget planning process. Refer to the guidance memorandum for definitions, deadlines, and other details.

Department / Board Information

Department/Board Name	Recreation Commission & Parks Maintenance	Date	
Contact Name	Jacquelyn Boyden and Breta Petraccia	E-Mail	jacquelyn.boyden@erving-ma.gov
Telephone			

Project Request Information

Project Name	Feasibility Study for Veteran's Field		
Estimated Total Cost	45,000	Source of Estimate	RFQ from FY24 Cemetery Feasibility Study and Working with Town Planner, Mariah Kurtz
Prioritization in Relation to all Dept. Requests	1st	New or Replacement Request?	This Request Replaces a Previous Request
Explain Why this must be a FY2025 Procurement	In order to move forward with the PARC Grant application, a feasibility study of Veteran's Field must be completed.		
This Request is Necessary to Address: (check all that apply)	To Maintain Existing Services;Asset Preservation;Project Deferred from a Previous Year;		
Brief Purchase / Project Description & Department Capacity to Complete Project	<p>Veteran's Field needs to be completely redone. In previous years, we have taken down the unsafe playground equipment (Scout building, slide, tots playground, tennis courts are locked and we are working with Chief Wonkka regarding the aging dugout removal). This park is our most central and open park and we want to invest in it's future for the people of Erving and others to enjoy this beautiful 13 acres of land. In 2020, we sent out a survey asking people what they wanted for the parks. In Veteran's Field we are envisioning open space for events like the Fall Festival, basketball court with potential other uses such as outdoor checkers, chess and 4 square, new bathroom facilities that are accessible and a new storage shed for our equipment and supplies, a pavilion, a tots playground, swings, electricity availability on both sides of the field and a parking area for our events and park usage. We are hoping to be awarded a PARC Grant to help with this project but the first step is a feasibility study. We are working with the Town Planner, Mariah Kurtz regarding how to apply for the PARC Grant.</p>		
Please Identify Potential Funding Sources if Known	We would like to use the \$20,000 for a grant writer towards this project.		
Explain Anticipated Impact on Future Operating Budgets	Increase Costs;	Useful Life	20 years

Proposed Phasing & Funding

Total amount anticipated for funding for each stage/phase over time.

Phases or Stages	FY2025	FY2026	FY2027	FY2028
Phase 1	45,000			
Phase 2	Unknown. Still looking into it.			
Contingency & Escalation				
Total				

Supporting Rationale

The requesting department or agency should attach any other data, photographs, reports, proposals, quotes, or information that is warranted to justify the prioritization of the request and the cost estimations presented.

Signatory

Signature

Signature of the Person Submitting this Form

Name

Name of the Person Submitting this Form (print)

To Be Completed by Capital Planning Committee

Funding Source	General Fund	\$	Free Cash/ Retained Earnings	\$	Stabilization	\$
	Borrowing	\$	State/ Federal	\$	Grants	\$

Jacquelyn Boyden

From: Breta Petraccia
Sent: Sunday, November 26, 2023 3:48 PM
To: Recreation Commission
Subject: Vets Field Redesign Task Overview
Attachments: Vets Field Redesign Task Tracker.pdf

Hi all,

I am sharing this document which outlines the steps needed between now and the application process for the PARC grant for Vets Field. It is relevant to the Capital Funding Requests that you will be discussing on 12/3. This is a timeline Mariah helped me develop, based on what we now know regarding the parcel at Vets and the MA PARC Grant.

She recommended requesting that the current \$20K in Capital funds allocated toward a PARC Grant Writer be requested for reallocation toward a Feasibility Study of Vets Field with the redesign project in mind (this includes a site evaluation, water run off study, etc.).

1st Note: A feasibility study is required in order to apply for a MA PARC grant.

2nd Note: A reallocation request is likely to be denied, given the current financial concerns, but it can't hurt to ask. We will need funding for the Feasibility Study regardless. For comparison, Merrill Engineering charged #44K for the Town Cemetery study. Ours is comparable because of various factors.

It is not a complicated grant to apply for, and the Town Planner can write it up so long as the Rec Commission has a clear and definitive list of amenities and needs for Vets Field, and the Commission consider a few other questions that relate to the Grant and future plans at Vets Field. (I can explain at our 12/30 Rec meeting).

Breta Petraccia
Recreation Assistant

Town of Erving
12 East Main Street
Erving MA 01344

Tel: 413-422-1187

Notice:

When writing or responding, please remember that the Massachusetts Secretary of State has determined that email is a public record and subject to the Public Records Law, M.G.L. c. 66, and further covered by Electronic Communications Privacy Act, 18 U.S.C. §§ 2510-2521.

This communication may contain privileged or other confidential information. If you are not the intended recipient or believe that you have received the communication in error, you are strictly prohibited from printing, copying, distributing, disseminating, or otherwise using this communication. Please discard this e-mail and any attachments, and notify the sender immediately.



July 19, 2023

PROPOSAL FOR FEASIBILITY STUDY

Prepared for: Select Board - Town of Erving

New Municipal Cemetery – Erving, Massachusetts

TABLE OF CONTENTS

COVER LETTER AND PROJECT UNDERSTANDING / APPROACH	3
QUALIFICATIONS STATEMENT – MERRILL.....	5
KEY PROJECT STAFF AND MANAGEMENT	
RELATED EXPERIENCE REFERENCES	
QUALIFICATIONS STATEMENT – RYAN ASSOCIATES	16
ATTACHMENTS.....	21
A. REQUEST FOR PROPOSAL COVER SHEET	
B. PRICE PROPOSAL FORM	

Town of Erving
Attn: Select Board
12 East Main Street
Erving, Massachusetts, 01344

**Re: Request for Proposal
New Cemetery Feasibility Study RFQ**

Dear Honorable Members of the Select Board,

Merrill Engineers and Land Surveyors and Ryan Associates Landscape Architecture and Planning are pleased to present this quote for professional design services related to the preparation of a Feasibility Study for the creation of a new municipal cemetery. We understand that the Town of Erving has a limited number of available burial lots remaining in its two existing cemeteries and is in search of space for new lots to be used once the existing inventory has been exhausted.

It is our belief that between Merrill Engineers and Land Surveyors and Ryan Associates Landscape Architecture and Planning, there is extensive cemetery design experience from past projects. This experience stems from both cemetery planning/design projects as well other similar municipal site design projects, and we believe we can draw upon this knowledge to assist you with this project and help the Town of Erving achieve its goals for the Town's cemetery capacity requirements for the next 100 years.

The RFQ identifies three town owned parcels to be evaluated for suitability as a cemetery use and conceptual opinions on construction costs. Although we have provided a cost for a full evaluation of all three sites, it may be possible to eliminate one or more of the parcels after meeting with the Town Representatives and discussing minimum site requirements and other initial evaluation criteria, without wasting a lot of time and money on a site that clearly does not fit the Town's specified objectives for a municipal cemetery. In this instance, if a site *is* identified that meets the minimum development criteria, it may be possible to re-allocate the unused budget from that unsuitable site, towards a more comprehensive conceptual site plan. This plan can be shared with the Community to help the residents understand what is being proposed and hopefully assist with securing necessary Town funding to move the project forward to the design phase.

If our analysis of the parcels reveals that none of the three identified parcels meet the minimum feasibility requirements for a cemetery, we would be happy to create a description of the minimum requirements for a suitable cemetery parcel as requested. Additionally, if for some reason, one or more of the parcels is eliminated without extensive analysis or testing, we would be open to working with the Select Board to use any unused budget to assist in reviewing other Town owned properties in the hopes of finding a suitable site for a new cemetery. As an interim solution, it may be possible to remove unused roads or other non-plot areas within an existing cemetery to give you more options while a new cemetery is being built. This may provide some additional time for the design and permitting of the new cemetery and allow the process to move along at a reasonable pace to ensure a well-planned out project that's not rushed and potentially doesn't address some of the Town's needs. Lastly, in order to keep costs down, it is assumed that an initial project kickoff meeting, an interim meeting and the final presentation to the Select Board, Capital Planning Committee, Finance Committee, staff and



HANOVER OFFICE:
427 Columbia Road
Hanover, MA 02339
781-826-9200

PLYMOUTH OFFICE:
40 Court Street, Ste 2A
Plymouth, MA 02360
508-746-6060

MARINE DIVISION:
26 Union Street
Plymouth, MA 02360
508-746-6060

FALMOUTH OFFICE:
448 N. Falmouth Highway Unit A
North Falmouth, MA 02556
508-563-2183

merrillinc.com



public will be in person. All other meetings will be done remotely, via video conferencing software (coordinated by our Team); for the purposes of this proposal, we have assumed 6 remote meetings. It is also assumed that on-site soil evaluations will be limited to a maximum of one day per location.

In accordance with the Quote Requirements, the anticipated service terms as defined in the RFQ are acceptable for the Design Team. As shown in the attached Statement of Qualifications, both firms have extensive experience working with municipalities both on cemetery projects as well as other municipal projects coordinated by local Town Representatives. The Merrill Engineers and Land Surveyors project team is comprised of several Massachusetts DEP Registered Soil Evaluators with extensive experience analyzing and performing soil textural analysis throughout the state. An important part of any soil evaluation is the utilization of GIS and other available resources to gain an understanding of the existing landscape on a particular site. This information is crucial and will assist in the assessment of the underlying soil conditions, prior to digging any holes on site.

The Project Team has extensive experience presenting design plans and technical data in public settings, focusing on providing a clear, easy to understand description of the project for everyone to understand. Most of the larger projects that Merrill Engineers and Land Surveyors and Ryan Associates Landscape Architecture and Planning work on require extensive permitting with local Boards and Commissions and require attendance and presentation of the projects at public hearings. The approving authorities are generally volunteers that do not necessarily have any technical or professional experience and the hearings are open to the public; comments and questions from the public are encouraged.

By teaming up with Ryan Associates Landscape Architecture and Planning, we believe that we have assembled a design team that can work with the Town within their design and budgetary constraints and help come up with a solution that addresses the dwindling burial lot capacity in town. We look forward to meeting with you to discuss our proposal and the project as a whole if selected.

Please feel free to contact us with any questions.

Very truly yours,

MERRILL ENGINEERS AND
LAND SURVEYORS



Dana M. Altobello, P.E.
Senior Project Manager

RYAN ASSOCIATES



Tom Ryan, FASLA
Principal



Qualifications Statement

Company Profile

Merrill Engineers and Land Surveyors is comprised of a select group of professional engineers, land surveyors and related professionals. Established in 1979, our firm offers a wide range of services within and related to the civil engineering and land surveying disciplines. The size of our firm, coupled with the extensive and varied experience of our staff, affords us the unique opportunity of providing our clients with the latest in design technology, usually found only in larger organizations. Additionally, we can create a more personalized service, in that our registered professionals not only negotiate and direct the projects, but also perform and review all the actual design work. This enables each client to deal directly with one person knowledgeable in all phases of the project. Client satisfaction is of prime importance to all design team members and is emphasized throughout each project.

It is the policy of Merrill to offer a complete and comprehensive design service. Solutions and recommendations are well conceived, based on the client's needs, physical constraints, and nationally recognized and established design standards and procedures.

For over 40 years, Merrill has assisted our municipal and private sector clients in the planning, design, permitting and construction of residential, commercial, industrial, institutional and many other types of similar projects in size and scope. As you review our qualifications, we would like to reinforce several key points. Each of our professional engineering and land surveying staff selected to work directly on your projects has over 15 years of experience in civil design. All planning, land surveying, design and construction services are provided in-house. At Merrill, we believe that providing our clients with the best consulting services goes beyond good design practices. With a clear understanding of our clients' goals and a thorough knowledge of applicable regulations, our experienced design team can tackle any project. Solving our client's problems is what we do.

Our Services

Merrill has performed studies, preliminary and final designs, contract plans, specifications, and estimates for numerous projects, public and private. The following are some of the past and present services our firm has performed for our clients:

Land Surveying

- Perimeter surveys
- ALTA title insurance surveys and reports
- Topographic and wetland resource area surveys
- Land court surveys
- Flood elevation certifications
- GPS capability
- GIS mapping support

Land Use Planning

- Site evaluation and assessments
- Development feasibility/due diligence reports
- Preliminary site planning
- Presentation drawings and reports
- MEPA filings

Civil Design and Permitting

- Site plan design - commercial and residential
- Subdivisions - preliminary, definitive, ANR residential, commercial and industrial plans
- Stormwater management/drainage design
- Hydraulic and hydrogeologic studies
- Sanitary wastewater collection, treatment and disposal systems
- Water supply and distribution systems
- Soils evaluation and percolation testing
- Drive-thru facilities
- Service station and convenience store layouts
- Fuel systems design for service stations and commercial/industrial facilities
- Fire suppression design and permitting

Environmental

- Wetlands and riverfront delineations
- Mass. Dept. of Environmental Protection and local wetlands filings: Notices of Intent, Requests for Determination of Applicability, 401 water quality certificates etc.
- Army Corps of Engineers permit - 404 and Section 10 filings
- Mass. Waterways permitting and licenses - Chapter 91 filings
- Earth removal permitting
- Dock permitting
- Underground storage tank licensing and permitting
- Leadership in Energy and Environmental Design (LEED) certifications of sustainable designs and low-impact developments

Stormwater Pollution Prevention Plans
EPA Construction General Permits & Stormwater Discharges for Industrial Activities

Construction Engineering

Construction bid documents & specifications
Assistance in bidding and contractor selection
Field layout work
Construction supervision, management and coordination
Foundation/elevation certifications and as-built plans

Municipal Consulting and Services

Subdivision and Site Plan Review Services
Telecommunications Facilities Review Services
Litigation Support
Zoning Map creation and updates
Land Use, Historic, Wetland, and Public Facilities Mapping
Site Planning and Permitting for Municipal Buildings and Facilities

PROFESSIONAL LICENSES & CERTIFICATIONS

Leadership in Energy and Environmental Design (LEED) Accredited Professionals
Licensed Soil Evaluators in Massachusetts
Licensed Septic Inspectors in Massachusetts

OFFICE LOCATIONS

Hanover (headquarters)

427 Columbia Road
Hanover, Massachusetts 02339
781.826.9200

Plymouth

40 Court Street
Plymouth, Massachusetts 02360
508.746.6060

Marine Division - Plymouth

26 Union Street
Plymouth, Massachusetts 02360
508.746.6060

Falmouth

448 North Falmouth Highway, Unit A
North Falmouth Massachusetts 02556
508.563.2183

WEBSITE

www.merrillinc.com



Key Project Staff & Management

Dana M. Altobello, P.E.

Senior Project Manager

PROFESSIONAL REGISTRATION AND CERTIFICATIONS

- Registered Professional Civil Engineer - Massachusetts
- DEP Soil Evaluator - Massachusetts

EDUCATION

- Roger Williams University

Dana Altobello has over twenty years of experience in the planning, design and permitting of numerous residential and commercial projects in eastern Massachusetts, including multi-unit and active adult communities. He has worked on a variety of projects including stormwater management, on-site septic design, environmental permitting and Mass. DEP compliance. Additional areas of expertise include coastal dock permitting, zoning studies and land planning. Dana holds a Bachelor of Science degree in Civil Engineering from Roger Williams University and is a Registered Professional Engineer in Massachusetts and a Mass. DEP Soils Evaluator.

Deborah W. Keller, P.E.

Director of Engineering

PROFESSIONAL REGISTRATION AND CERTIFICATIONS

- Registered Professional Civil Engineer - Massachusetts
- DEP Soil Evaluator - Massachusetts

PROFESSIONAL AFFILIATIONS

- Member, American Society of Civil Engineers
- Member, Boston Society of Civil Engineers

EDUCATION

- Wentworth Institute of Technology

Deb Keller has managed numerous residential, commercial and industrial projects from inception through permitting and construction since 1993 and joined Merrill in 2016. Her areas of expertise include site design, grading, stormwater management and drainage analysis, State/local permitting and MassDOT highway designs. She has extensive experience in the design, management and implementation of civil engineering projects involving due diligence/feasibility studies, stormwater management/detailed drainage analysis reports, construction plans and presentation of projects to approving authorities for project permits at the local and State level for various residential and commercial projects throughout Massachusetts.

Deb has over sixteen years of experience as a Registered Professional Engineer. She holds a Bachelor of Science degree in Civil Engineering Technology from the Wentworth Institute of Technology.

Bradley K. Lemont, P.L.S., E.I.T.

Director of Land Survey-Hanover

PROFESSIONAL REGISTRATION AND CERTIFICATIONS

- Registered Professional Land Surveyor - Massachusetts
- Registered Engineer in Training - Massachusetts
- Mass DEP Licensed Soil Evaluator - Massachusetts
- HAZWOPER 40 Hour Certified - OSHA

EDUCATION

- Northeastern University

Brad Lemont joined Merrill in 2014 with a diverse background in both land surveying and civil engineering design. As an experienced land surveyor, Brad is the leader of the Hanover Survey Team. Brad manages a team of field and office personnel, orchestrating how each client's goal will be achieved efficiently and in a timely manner. Previous experience includes work as a survey crew chief and instrument operator with extensive training in total station equipment in the surveying of property lines, topographic/wetlands surveys, Land Court surveys, ALTA surveys and FEMA Elevation Certifications. Brad's design engineer expertise includes residential and commercial site design, septic design, stormwater analysis and permitting. In addition to holding a Bachelor of Science degree in Civil Engineering from Northeastern University, Brad is a Professional Land Surveyor, certified MA Soils Evaluator, holds a certification from OSHA's 40-hour HAZWOPER Course and is a Registered Engineer in Training.

Joshua M. Bows, P.E.

President/Senior Project Manager

PROFESSIONAL REGISTRATION AND CERTIFICATIONS

- Registered Professional Civil Engineer - Massachusetts
- DEP Soil Evaluator - Massachusetts
- DEP System Inspector - Massachusetts

PROFESSIONAL AFFILIATIONS

- Member, American Society of Civil Engineers
- Member, Boston Society of Civil Engineers

EDUCATION

- University of Massachusetts, Amherst

Josh Bows has managed numerous residential, commercial, and industrial projects from inception through permitting and construction since joining Merrill in 2002. As President of Merrill since 2013, Josh leads Merrill in its quest to be at the forefront of top civil engineering and land surveying firms in Massachusetts. He not only implements Merrill's mission of adding value to every project but helps create and promote Merrill's culture and philosophy of Merrill "teaming" with our clients.

He has established himself as a leader of a fast-growing company while maintaining a competitive edge in the industry through marketing efforts, financial prosperity, advanced technology and investigating job sectors. But, as a team player and someone who values our ability to provide personalized service due to our unique size, Josh also can be found answering phones, doing soil testing, reviewing plans, and whatever other task needs to be completed at any given moment. He has a Bachelor of Science degree in Civil Engineering from the University of Massachusetts, Amherst, is a current member of the Plymouth Harbor Committee, and has served on the Plymouth Conservation Commission and Plymouth 400th Committee.



Related Experience & References

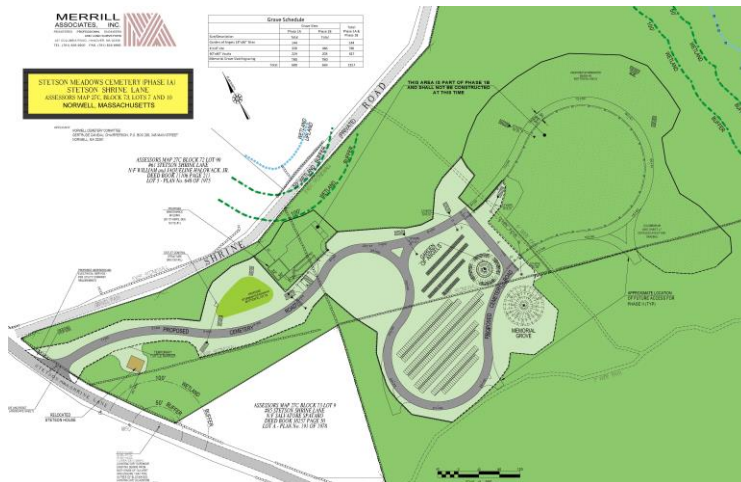
There are many projects in our 40 years of professional land surveying and civil site design that are like this project. The examples selected below are projects that required innovative design, site planning and permitting, as well as our participation in bidding and construction management.

For additional projects please visit our company website at www.merrillinc.com

Project: New Stetson Meadows Cemetery

Location: Stetson Shrine Lane, Norwell

Client: Town of Norwell



In 2006, the Town of Norwell Cemetery Committee retained Merrill to assist in site investigations and selection of a site for a new Town Cemetery. After rejecting several locations due to wetlands, access, and/or groundwater issues, land off Stetson Shrine Lane was selected as the Town's best option.

Following three years of initial planning including the resolution of wetlands and National Heritage permits, Merrill was contracted to prepare a Phased Master Plan of a 20-acre cemetery. In 2013, definitive site design was performed and permitted and construction of Phase I was completed in the summer of 2014.

Project: Couch Cemetery Expansion

Location: Union Street, Marshfield

Client: Town of Marshfield



In 2017, the Town of Marshfield retained Merrill to assist in site design for the proposed expansion of the existing Town owned cemetery which included new access and internal driveways, new grave site areas, a new entrance, stormwater management facilities and associated site grading and infrastructure. The site is currently under construction.



Project: Pembroke Community Center Site

Location: 128 Center Street, Pembroke MA

Client: Bargmann Hendrie + Archetype, Inc.
9 Channel Center Street, Boston, MA



Merrill was part of the project team that was commissioned by the Town of Pembroke to plan, design and construct a new Community Center, combining Pembroke's Recreation Department with the Council on Aging's Senior Center, including classrooms for learning. This facility will replace the current facility which no longer adequately serves Pembroke. The team developed conceptual site plans, floor plans, final site plans, building renderings and bid documents. The site is currently under construction.

Project: Hanover Senior Center

Location: Center Street, Hanover

Client: Town of Hanover



Beginning in 2002, Merrill worked closely with the Hanover Senior Center Building Committee to select a suitable location and design a new Senior Center for the Town. Planning of the current site off Center Street began in 2004 and was met with many challenges. Wetlands and some moderately sloping topography required some creek design to achieve site access with the placement of the building, parking areas, drainage, and the two athletic fields required to be part of the conceptual design.

Working closely with our client and the Project Architect, a budget of 4.6 million dollars, including 1.2 million for the site work, was developed. At the Fall 2007 Town Meeting, the Town voted to deny this budget and scale down the project. Merrill was able to reduce site costs by designing a smaller parking area and a less expensive septic and drainage system.

Construction of the new Senior Center was completed last year after 4 years of planning and design. Access to the facility was achieved by designing a 750-foot roadway, and a complex stormwater management system to comply with DEP Stormwater guidelines in poorly draining soils and ledges. The Center is supported by a two-tiered parking area built into the side of a hill.

References

1. Gregg McBride, Various Boards, Town of Norwell, MA 781-727-0570.
Gregg.McBride@gza.com
2. Rod Proccaccino, Town Engineer, Town of Marshfield Department of Public Works, 870 Moraine Street, Marshfield, MA 02050. 781-834-5561
rproccaccino@townofmarshfield.org
3. Sandra D. MacFarlane, Conservation Agent, Town of Hanover Conservation Commission, 550 Hanover Street, Hanover, MA 781-826-6505
Sandra.macfarlane@hanover-ma.gov
4. Regen M. Milani, Conservation Agent, Town of Canton Conservation Commission, 92 Pleasant Street, Canton, MA 781-821-5035
rmilani@town.canton.ma.us.com
5. Robert McMackin, Conservation Commission Member, Town of Norwell Conservation Commission, 345 Main Street, Norwell, MA 02061.
781-659-8022
6. Sean McCarthy, DPW Supervisor, Town of Scituate Department of Public Works, 600 Chief Justice Cushing Highway, Scituate, MA 02066. 781-545-8732
smccarthy@scituatema.gov

RYAN ASSOCIATES

LANDSCAPE ARCHITECTURE & PLANNING

FIRM PROFILE

Founded in 1998 and located in Waltham, MA, Ryan Associates provides Landscape Architecture, Planning, and Project Management services for projects of all sizes. We engage in a wide range of work, including residential, institutional, corporate, mixed-use, master planning, and ecological design. Ryan Associates is frequently invited to partner with other firms based on our strong technical expertise and design innovation.

We pride ourselves on our ability to work with clients, consultants, and contractors, promoting clear and open communication between all participants. Working as a team of skilled professionals with technical expertise, we strive to realize our clients' goals and meet the challenges inherent to individual sites. Ryan Associates excels at providing long-term value, designing landscapes that are sustainable, beautiful, and successfully meet the needs of our clients.

Ryan Associates' design philosophy encompasses the entire life of a project, from initial concept to construction and maintenance. We understand that a design is only as good as its ability to meet a client's needs in both the long and short term. Ryan Associates' work is united by this attention to detail and by the ability of each design to transform a site's most difficult conditions into opportunities.





THOMAS R. RYAN, RLA, FASLA, FOUNDER

Tom Ryan, the founder of Ryan Associates, is a master builder of landscapes. He has extensive knowledge of the theory that underpins built landscapes and the practical skills needed to build and maintain them. His work strives to be memorable, contextual, durable, and flexible.

SELECTED PROJECTS

Couch Cemetery Expansion, Marshfield, MA - Planner/Landscape Architect
The Embrace, Martin Luther King Jr. Memorial, Boston, MA - Technical advisor for Memorial
Mass General Brigham Campus, Somerville, MA - Documentation and construction services for Healthcare facility
Smith College Library, Northampton, MA - Site design/development and construction
The National Memorial for Peace and Justice, Montgomery, AL - Technical advisor for Memorial
Leary Field, Acton, MA - Full services for community gathering space and athletic fields
The Highline, New York, NY - Technical advisor for Urban park
Tower Hill Botanical Gardens, Boylston, MA - Several gardens and grounds from design through construction
Hammett Street Block, Ipswich, MA planning for downtown block development of Town land
Mount Wachusett College, Gardner MA - Masterplanning for campus expansion
The Rice Silk Mill, Pittsfield, MA - Mill renovation for public housing including community gardens
Camp Stoter, Barnstead, NH - Masterplanning for Boy Scout Camp
The Groton School, Groton, MA - Strategic Plan and implementation for historic campus (with Burck/Ryan)
Massachusetts Veteran Cemetery, Bourne, MA - Developed first phase plans and details (with Carol Johnson)

EDUCATION

Harvard University, Graduate School of Design - Master of Landscape Architecture, 1979
University of Wisconsin, School of Agriculture & Life Science - Bachelor of Science in Landscape Architecture, 1975

AWARDS, PUBLICATIONS, PRESENTATIONS

2022 Honor Award, American Society of Landscape Architects, Mass General Brigham Campus
2022 Presenter, THE OTHER TECH, Forward thinking approaches to Construction Documentation and Administration
2020 William D. Smith Award for Accessible Design, Boston Society of Architects, Tower Hill Botanic Garden
2018 Merit Award, Boston Society of Landscape Architects, Mass General Brigham Campus
2018 Presenter, Enduring Landscapes: Stewardship from Design to Maintenance and Management
2017 BRAGB Awards, Best Rental Community, Best + Community and Judges Choice awards
2013-14 Presenter, Landscape Forensics: Why Things Fail
2013 Presenter, Contract Documents in a Digital Age
2013 Presenter, Webinar on Forging Landscape Details for Ease of Construction
2011 Published Landscape Architectural Detailing for Wiley Publishing
2008 Arbor Day Foundation & NAHB: Building w/ Trees Award of Excellence – The Woodlands

TEACHING

2021-2022 Northeastern University, Documentation - lecturer
2012 - 2022 Harvard University, Graduate School of Design, Landscape Architecture Program, Instructor in Grading & Drainage, Detailing & Documentation (also in 1981, 1986, 1995)
2008 - 2012 University of Pennsylvania, Landscape Architecture Program, Instructor
2004 SUNY ESF Syracuse, Landscape Architecture Program, Instructor

REGISTRATION

Massachusetts Registered Landscape Architect Registration #590 (1978)
Also registered in NH, CT, RI, ME MD, VA, IL and CA



ALAN AUKEMAN, RLA, ASLA, PRINCIPAL

Alan has been with Ryan Associates since 2005. His work has ranged from performing initial planning studies and assembling permitting and construction document packages to providing project oversight and construction administration. In his time at Ryan Associates, Alan has overseen a full range of project types ranging from institutional to mixed-used public and private development.

SELECTED PROJECTS

Couch Cemetery Expansion, Marshfield, MA - Planner/Landscape Architect

UMass Amherst, Mount Ida Campus, Newton, MA - Strategic planning and redevelopment of numerous campus spaces and

Dean College, Franklin, MA - Planning and landscape improvements for campus residences

Mashpee Commons, Mashpee, MA - Site planning and design

Gate of Heaven Church, Boston, MA - Site planning and campus restoration

The Woodlands at Belmont Hill, Belmont, MA - Age-targeted Townhouse development on the site of historic hospital grounds

Mount Wachusett Community College, Gardner, MA - Comprehensive planning for campus

The Harper, Philadelphia, PA - Design and development for a public plaza, amenity roof, and urban streetscape

Fieldstone Way, Wellesley, MA - Full permitting and design services, project management

Telford 180, Boston, MA - Design and development for a public plaza, amenity roof, and urban streetscape

MIT Brain and Cognitive Science Building, Cambridge, MA - Urban plaza

The Coolidge School, Watertown, MA - Senior housing school conversion

Beaver Brook, Belmont, MA - Redesign and documentation for spray park and playground renovation

The Villages at Seven Springs, Burlington, MA - Townhouse development on a former industrial site

The Residences at Black Rock, Hingham, MA - Full design services for residential golf community

The Villages at Brookside, Falmouth, MA - Full design services for townhouse golf club development

Red Mill Village Housing, Norton, MA - Mixed use development with public open space

Hammatt Street Block, Ipswich, MA - Redesign of downtown block

Regional Headquarters for the FBI, Albany, NY - Design services for secured office complex on a landfill site

Crosstown Center, Boston, MA - Mixed use center with streetscape and greenroof

Duxbury Woods, Duxbury, MA - 40b Townhome Community, full design services

Johnston Square and Sharp Leadenhall Apartments, Baltimore, MD - Renovations to low income and assisted apartment community

Skyview Apartments, Scranton, PA - Renovations to low income housing community

Frost Homes, Waterbury, CT - Renovations and redevelopment of a supported housing community

LePage Pondview Apartments, Gloucester, MA - Full design services for affordable housing infill

EDUCATION

University of Virginia, School of Architecture - Master of Landscape Architecture, 2005

Michigan State, School of Arts and Sciences - Master of English, 1997

Calvin College - Bachelor of Arts, 1995

PUBLICATIONS

2016 Presenter, "Bridging the Design-construction Divide" at 2016 ASLA Annual Meeting

2011 Reviewer, *Landscape Architectural Detailing*. Tom Ryan. Wiley Publishing, February 2011

2007 "Site Maintenance: Landscape management is essential for operational efficiencies and positive results,"

Today's Facility Manager. June 2007 with Tom Ryan.

REGISTRATION

Massachusetts Registered Landscape Architect Registration #1577 (2009)

COUCH CEMETERY EXPANSION

Marshfield, Massachusetts

We worked jointly with Merrill Engineers to develop a plan for the revitalization and expansion of Couch Cemetery. We evaluated the existing cemetery and adjacent land for expanding the number of sites available for interment. We explored various types of interments with burials, columbariums, and future natural burial locations. We also planned for a new entrance, a parking area for nearby access to adjacent Town land and maintenance areas.



THE NATIONAL MEMORIAL FOR PEACE AND JUSTICE

Montgomery, Alabama

In the period following the Civil War through 1950, there were over 4400+ terror lynchings across the South. The National Memorial for Peace and Justice is the first to remember the victims of lynchings in the US. Extensive grounds house a central structure with eight hundred suspended Corten steel monuments, each representing a US county in which lynchings took place.

Tom Ryan acted as technical advisor to MASS Design Group for the project.



MASSACHUSETTS NATIONAL CEMETERY

Bourne, Massachusetts

Tom worked on developing the plans and details for the National Veteran's Cemetery on Cape Cod. While with Carol Johnson and Associates The plans included large naturalistic open fields with flush markers and a complex of chapel and columbarium niches for remains.

Tom revised the planting and grading as well as developing the details for the columbariums.



THE RAMBLE, NEW ENGLAND BOTANIC GARDEN

Boylston, Massachusetts

The Ramble, a collaboration between Ryan Associates and landscape architect W. Gary Smith, is a new 1.5-acre children's garden at the New England Botanic Garden at Tower Hill. The garden, designed with accessibility at the forefront, is composed of a series of destinations set within a lush botanic collection. Garden features include an interactive water sequence and wildlife pond, an "outcrop," which is equal parts amphitheater and boulder scramble, and a "stumpery" that turns felled trees into natural play structures.



NEILSON LIBRARY, SMITH COLLEGE

Northampton, Massachusetts

The newly reimagined library, thoughtfully designed by Maya Lin Studio and Shepley Bulfinch, provided an opportunity to reconnect lost pedestrian pathways through the center of the Olmsted-designed campus. Ryan Associates worked collaboratively with the project team on the design, documentation, and implementation of a new graceful landscape that accessibly negotiates significant grade changes and creates important new gathering spaces on campus.



REFERENCES

Sierra Bainbridge

Senior Principal and Managing Director

MASS Design Group

sierra@mass-design.org

410-387-3369

Mark Richardson

Director of Horticulture

New England Botanic Garden at Tower Hill

mrichardson@nebg.org

508.869.6111 x122

Attachment A: REQUEST FOR PROPOSAL COVER SHEET



Procurement Title: Request for Quotes (RFQ) - New Cemetery Feasibility Study

Procurement Number: 20230614A

Legal Name of Partnership, Corporation or Individual:

Merrill Corporation

Mailing Address: 427 Columbia Road, Hanover, MA 02339

Phone: 781-826-9200 **Email:** daltobello@merrillinc.com

Web Address: merrillinc.com

I certify that this proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, or equipment is in all respects fair and without collusion & fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this proposal for the proposer.

Printed Name & Title: Dana M. Altobello, P.E. - Senior Project Manager

Authorized Signature: 

Date: 7/19/2023

EIN Number: 46-4044775

Please Note the Following

- ✓ This page must be complete and returned with your proposal
- ✓ Proposals must be submitted in a sealed envelope, marked as detailed in the Submission section
- ✓ All submission must be received prior to the opening date and time
- ✓ Submissions received after the opening date and time will not be accepted

Attachment B: PRICE PROPOSAL FORM

To: Town of Erving
Attn: Select Board
12 East Main Street
Erving, Massachusetts 01344

The undersigned proposes to furnish professional services to conduct a feasibility study on the creation of a new municipal cemetery in Erving as described in the procurement document. The Town reserves the right to reject any and all quotes.

Contract Price:

Lump sum cost for services as specified: \$ 44,600

By signing this proposal, I hereby certify that the services to be provided meets or exceeds the specifications supplied by the Town, and as listed in this packet.



Signature of Individual or Corporate Officer

7/19/2023
Date



FY2025 Capital Improvement Plan Requests

Presented to the Capital Planning Committee for Review and Consideration

December 27, 2023

Request	Department	Request
1	Administration	Streetlights
2	Animal Control	Ford Transit Van
3	Cemetery Commission	New Cemetery or Expansion
4	Community Planning	IP Mill Demolition
5	Community Planning	Open Space & Recreation Plan
6	Community Planning	Shared Use Path Grant Match
7	Highway Department	Ford F350 Truck
8	Highway Department	Replace F550 Dump Truck
9	Historical Commission	Pearl B. Care Building Maintenance
10	Information Systems	Computer Replacement
11	Police Department	Ford Interceptor Utility Hybrid Cruiser Replacement
12	Recreation Commission	Veterans Field- Feasibility Study
13	Wastewater	Fence Enclosure for POTW1



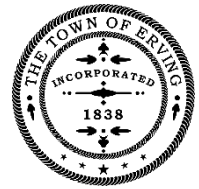
FY2026 Capital Improvement Plan Placeholder Requests

Presented to the Capital Planning Committee for Review and Consideration

December 27, 2023

Request	Department	Request
1	Community Planning	DPW Dry Storage & Office Building
2	Community Planning	Complete Streets- North and Church Streets
3	Recreation Commission	Riverfront Park Water Tank Removal

FY 2025 | Capital Expenditure Request Form- Construction & Multi Year Projects



Instructions

Please use this form to submit each capital budget request for consideration in the budget planning process. Refer to the guidance memorandum for definitions, deadlines, and other details.

Department / Board Information

Department/Board Name	Recreation Commission & Parks Maintenance	Date	
Contact Name	Jacquelyn Boyden	E-Mail	jacquelyn.boyden@erving-ma.gov
Telephone			

Project Request Information

Project Name	Removal of Water Tower at Riverfront Park		
Estimated Total Cost	215,000 Page 27 of the attached document	Source of Estimate	Quote for Removal from 2020 with a 30% escalation because the quote is currently 3 years old
Prioritization in Relation to all Dept. Requests	1st	New or Replacement Request?	New Request
Explain Why this must be a FY2025 Procurement	We are asking for FY2026		
This Request is Necessary to Address: (check all that apply)	Project Deferred from a Previous Year;		
Brief Purchase / Project Description & Department Capacity to Complete Project	We would like to remove the water tower at Riverfront Park and reuse that space for parking or other uses. It is unsightly and potentially unsafe. We had a study done in 2020 to look at removal or repair of the water tower. It is more cost effective to remove the structure. It will never be used as a water tower again and spending hundreds of dollars on something to make it look nice just doesn't seem to be fiscally responsible.		
Please Identify Potential Funding Sources if Known			
Explain Anticipated Impact on Future Operating Budgets	Reduce Costs;	Useful Life	0

Proposed Phasing & Funding

Total amount anticipated for funding for each stage/phase over time.

Phases or Stages	FY2025	FY2026	FY2027	FY2028
Phase 1	0			
Phase 2	245000			
Contingency & Escalation				

Total				
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Supporting Rationale

The requesting department or agency should attach any other data, photographs, reports, proposals, quotes, or information that is warranted to justify the prioritization of the request and the cost estimations presented.

Signatory

<p>Signature</p> <p style="text-align: center;"><i>Signature of the Person Submitting this Form</i></p>	<p>Name</p> <p style="text-align: center;"><i>Name of the Person Submitting this Form (print)</i></p>
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To Be Completed by Capital Planning Committee

Funding Source	General Fund	\$	Free Cash/ Retained Earnings	\$	Stabilization	\$
	Borrowing	\$	State/ Federal	\$	Grants	\$

Evaluation of Usher Mill Water Storage Tank

To: Bryan Smith – Town Administrator
FROM: Craig French, PE, Principal Structural Engineer
Trent Guihan, Staff Engineer
COPY: Peter M. Valinski, Vice President, PE - Tighe & Bond
DATE: September 17, 2021

Tighe & Bond, Inc was retained by the Town of Erving (the Town) to complete a structural and hazardous materials assessment at the Usher Mill Water Storage Tank (WST) located adjacent to Crescent Street in Erving, Massachusetts. The Town is currently working to evaluate options regarding the feasibility of surficial repairs to stabilize the WST and allow it to continue to stand on the mill site.

Task 1.0 – Structural Conditions Assessment:

On Wednesday August 11, 2021 Tighe & Bond visited Crescent Street, Erving, MA and conducted visual observations of the existing WST on the property in order to observe the current structural condition of the WST and collect samples of the WST's coating to test for hazardous materials. Structural observations and paint samples were performed / collected via a Genie S-125 boom lift.

Based on the maximum lift height of the boom lift, the steel WST is estimated to be approximately 125 feet in height. (Photo 1) The WST bowl is approximately 25' diameter and 15' high and would have a capacity of approximately 55,000 gallons. The bowl is supported by four laced column legs (Photo 2), with each leg terminating below grade (Photo 3). Therefore, no observation of the WST footings was conducted. The legs are connected horizontally by two sets of built-up brace members. Vertically between each horizontal member slender "X" bracing / tension ties are installed. The WST legs are constructed of two primary C-channel members on the sides, the top & bottom of the members are made up of alternating diagonal lacing bars running up the length of the member. Where the horizontal members connect to the legs, a steel plate replaces the lacing bars (Photo 4).

Rivets are the primary means of securing the built-up sections of the WST and making the structural connections. A bent plate is riveted to the C-channels making the horizontal connection. The bent plate also provides means of connecting the diagonal tension members via a large threaded yoke end, secured to the bent plate via a clevis pin.



Photo 1: WST observed at Crescent St, Erving, MA (Photo taken 08/11/2021)

From observation the yokes appear to be cast-iron.

The connections that were observed appear to be in fair condition with no observed section loss, missing elements or signs of structural deficiencies. Globally, the paint finish on the WST is in poor condition and the WST structure exhibits minor surface rusting (Photo 5). At the time of observation, this surface rusting does not appear to impact the structural capacity of the legs, supporting members, or the bowl's outer plate structure.

The roof coating has completely broken down and bare steel is left exposed. Surface rust is evident over the extent of the roof however no areas of excessive corrosion or breakdown of the integrity of the roof was noted (Photo 6).

The central water column is in fair condition with a noted water leak at the base of the column which is causing minor corrosion of the surrounding steel (Photo 7). No major section loss was noted at the time of observation. The column's coating is in similar condition to the rest of the structure with peeling areas and spots of surface rust where the coating has deteriorated.

For reference, our conditions assessments of the structural systems of the WST are based on the following descriptions:

- **Good:** Represents elements that are performing well, are sound, adequate or show minimal deterioration. Repairs are generally not required at this time and these items can be expected to remain useful and functioning for greater than 10 years with regular maintenance.
- **FAIR:** Represents items that have minor deficiencies but are currently performing adequately. Elements are generally sound, but some areas exhibit deterioration. These items can generally be repaired and/or restored to good condition with varying degrees of required modifications. If not repaired or restored, these elements should remain useful for approximately 5 to 8 years with regular maintenance, however they should be observed for further deterioration.
- **POOR:** Represents items that have significant deficiencies, are not performing well or are failing. Elements show advanced deterioration or appear to be inadequate. Generally, these items will require substantial repairs or replacement of the element in question to remain in service. These items will require repairs and have an expected remaining useful life of less than 3 years.

Based on visual observation's made on-site, the structural elements of the WST appear to be in fair condition overall, with some elements that still appear to be in good condition. The primary structural connections are in good to fair condition and do not show signs of significant structural deficiencies. The paint / coating system is in poor condition and should be replaced before rusting of the steel elements becomes problematic.

Since the WST legs terminate below grade, the condition of the buried steel and associated footings is currently unknown. It is recommended that the below grade portions of the WST legs be excavated down to top of footing and the connections and structural conditions be observed by a structural engineer before further plans for the WST are solidified. Due to the unknown conditions of the below grade steel, and potential deteriorated conditions, a miscellaneous steel repair cost has been included in our Opinion of Probable Construction Cost (OPCC).

Task 2.0 – Hazardous Materials Survey

Sampling Summary

Hazardous materials assessment activities were undertaken by Tighe & Bond to determine the presence or absence of regulated materials located within and around the WST. On August 11, 2021, paint from the exterior of the WST and support columns was identified and sampled for key Resource Conservation and Recovery Act (RCRA) metal constituents, otherwise known as RCRA 8 metals (Photo 8). The same paint application was also analyzed for the presence of polychlorinated biphenyls (PCBs).

Tighe & Bond's assessment and report are subject to the HBMA Limitations provided as Appendix A.

Paint Sampling Methods and Results

Composite samples of the exterior paint were collected from the WST and analyzed for RCRA 8 metals (arsenic, barium, cadmium, chromium, lead, mercury, selenium and silver). The samples were also analyzed for the presence of PCBs. The samples were representative of the homogenous WST exterior paint system only. The samples were analyzed to identify individual metal concentrations in the paint. Testing results also serves as a guide in determining whether there are specific worker protection requirements necessary during paint disturbance activity and to aid in identifying levels of respiratory protection needed. The data is also used to help meet the waste facilities acceptance criteria during the pre-characterization process.

The laboratory reported no PCBs detected in the paint samples therefore there is no PCB related paint management restriction. RCRA 8 results reported elevated levels of lead greater than EPA allowable limits. Given the heavy metal RCRA 8 exceedance, Tighe & Bond then referred to our Toxicity Characteristic Leaching Procedure (TCLP) paint testing results for further information. A TCLP paint sample is similar in size and quantity as a RCRA 8 sample and is subject to a chemical analysis process used to determine whether there are hazardous elements present in a specific waste. The test involves a simulation of leaching through a landfill and can provide a rating that can prove whether or not the waste could be dangerous to the environment.

TCLP results from the WST reported lead concentrations at 579 mg/L, which is above the EPA hazardous waste disposal classification limit of 5 mg/L for lead. Given this exceedance, it is evident that, whether re-surfacing or demolition of the WST are performed, lead paint management, worker protection and hazardous waste-lead disposal will be necessary.

Paint Management /Disposal Recommendations

We understand that it is the Town's preference to have the WST re-furbished and remain on the mill site. As such, it will be necessary to manage a hazardous waste stream possibly in the form of generated paint chips, paint dust, spent abrasive blasting media, used polyethylene tarps / barriers and spent personal protective equipment (PPE). Alternatively, if demolition is proposed, the painted metal WST components can be kept intact by removing any loose and peeling paint, mechanically sized for packaging / transport and recycled. If recycled, the recycling facility must be notified of the presence of heavy metals in the paint/coating in accordance with OSHA hazard communication requirements.

Either refurbishing or demolition of the WST will require certain controls and approved methods while working in a lead hazard environment. Examples are use of certain engineering controls to minimize dust migration; containment construction; use of dustless mechanical

demolition or paint removal methods; protection of the surrounding soils and ambient environment; worker protection measures and waste disposal characterization, all of which need to be addressed.

Given the presence of lead in the WTP exterior paint it is likely that lead concentrations are also present within the surrounding WTP soils. Given this presumption, soils management work for this project should include considerations for minimizing soils disturbance. Examples include contractor hazard communication, use of a trained work force as appropriate and covering the ground prior to WST work. If excavation is necessary as part of this work, any disturbed soils should be placed back within its point of origin and be prohibited from leaving the site or moved to a location other than its original location.

We also recommend the preparation of publicly bid contract documents to identify these and other contractor responsibilities, regulatory requirements and important project milestones necessary for the project.

Opinion of Probable Construction Cost

We have developed two opinions of the probable construction costs (OPCC's) for the Town, including either demolishing or re-furbishing the WST. As part of the re-furbishing OPCC, an estimated cost has been included for the recommended test pits at the WST legs. However, since it is unknown if soil remediation will be needed, or the extent that it would be, those costs are not included. A breakdown of each OPCC is provided in Appendix D.

If the WST is demolished, most of the painted metal will be recycled but those activities would also generate approximately 10-20 cubic yards of accumulated paint and commingled debris to be disposed of as hazardous waste-Lead. Demolition is typically performed with heavy machinery and a small labor force. Therefore, worker protection costs/PPE are minimal. For budgeting purposes, we recommend that the Town allocate \$165,000 for demolishing the WST.

If considering refurbishing the tank we presume twice the amount of waste will be accumulated versus demolition, as the project would generate additional paint waste, use considerably more PPE and containment construction materials would require disposal within the same waste stream. The use of a trained workforce, containment construction, maintenance, use of paint collection systems and disposal management are some of the WST refurbishing activities the contractor must also consider in their price. For WST refurbishing, we recommend the Town allocate \$585,000.

Presuming this would be a publicly bid project, our opinion of probable construction costs include a 30% Contingency and anticipated design and construction phase engineering fees.

We appreciate the opportunity to provide you with these engineering services. If you would like to discuss the content of this report please reach out to either Craig French at csfrench@tighebond.com, or Trent Guihan at tguihan@tighebond.com.

Enclosures:

Appendix A	HBMA Limitations
Appendix B	Table 1- Paint Sample Results Table
Appendix C	Paint Laboratory Analytical Report
Appendix D	Opinions of Probable Construction Costs
Appendix E	Photo Log

APPENDIX A

Hazardous Building Material Assessment Limitations

Hazardous Building Material Assessment (HBMA) Limitations

Tighe&Bond

1. This report has been prepared on behalf of and for the exclusive use of the Client and is subject to and issued in accordance with the Agreement and the provisions thereof. Documents provided on this project shall not, in whole or in part, be disseminated or conveyed to any other party, nor used by any other party without the prior written consent of Tighe & Bond. Reuse of documents by Client or others without Tighe & Bond's written permission and mutual agreement shall be at the user's sole risk, without liability on Tighe & Bond's part and Client agrees to indemnify and hold Tighe & Bond harmless from all claims, damages, and expenses, including attorney's fees, arising out of such unauthorized use or reuse.
2. Tighe & Bond performed the HBMA in accordance with our Agreement (including any stated scope and schedule limitations) and used the degree of care and skill ordinarily exercised under similar circumstances by members of the profession practicing in the same or similar locality. The HBMA may not identify all regulated building materials as our scope may be limited to certain locations within an identified structure(s). Tighe & Bond performed the HBMA using reasonable methods to access and identify the presence of suspect materials. Therefore, additional suspect materials may be enclosed/hidden in inaccessible areas, including within the interior of walls, beneath slabs, above fixed ceilings or otherwise not readily accessible. Occupied buildings spaces, including the presence of tenant/building owner's materials may have restricted our access or observations of suspect materials. Tighe & Bond did not access or disassemble electrical/mechanical equipment. If applicable and to the extent feasible, we recommend supplemental evaluations following full building vacancy.
3. Unless otherwise noted, sampling of building materials for polychlorinated biphenyls (PCBs) was not performed and the evaluation of the potential presence of mold was not completed.
4. If an Opinion of Probable Construction Costs (OPCC) is provided, Tighe & Bond has no control over the cost or availability of labor, equipment or materials, or over market conditions or the contractor's method of pricing, and that the opinion of probable costs is made on the basis of Tighe & Bond's professional judgment and experience is based on currently available information. Tighe & Bond makes no guarantee nor warranty, expressed or implied, that the actual costs of the construction work will not vary from the OPCC.
5. This report is not intended to be utilized as a bidding document or as a project specification document. This report was prepared for use by the building owner and project team (i.e. architect, construction manager, general contractor, demolition contractor, abatement contractor) for locating identified hazardous regulated building materials within the contracted limits of the scope of services.

APPENDIX B

Paint Sample Results Table

ATTACHMENT B - TABLE 1

Summary of Building Material Paint Samples
 Usher Mill Water Tank
 Crescent Street
 Erving, Massachusetts

Sample ID	US EPA TSCA & RCRA Regulatory Standards	P-01 8/11/2021 Paint Exterior Tank 21H0439-01
Sample Date		
Sample Type		
Sample Location		
Lab Sample ID		
Metals 6010C (mg/kg)		
Arsenic	NE	<9.43
Barium	NE	167
Cadmium	NE	2.21
Chromium	NE	480
Lead	NE	69,900
Mercury	NE	<0.031
Selenium	NE	<18.9
Silver	NE	1.97
TCLP Metals 1311 (mg/L)		
Arsenic	5	<0.050
Barium	100	0.063
Cadmium	1	<0.0100
Chromium	5	<0.020
Lead	5	579
Mercury	0.2	<0.00050
Selenium	1	<0.050
Silver	5	<0.010
PCBs 8082A (mg/kg)		
Aroclor-1016	1	<0.1
Aroclor-1221	1	<0.1
Aroclor-1232	1	<0.1
Aroclor-1242	1	<0.1
Aroclor-1248	1	<0.1
Aroclor-1254	1	<0.1
Aroclor-1260	1	<0.1
Aroclor-1262	1	<0.1
Aroclor-1268	1	<0.1
Total PCBs	1	<0.1
TCLP PCBs 1311/8082 (mg/L)		
Aroclor-1016	NE	<0.0001
Aroclor-1221	NE	<0.0001
Aroclor-1232	NE	<0.0001
Aroclor-1242	NE	<0.0001
Aroclor-1248	NE	<0.0001
Aroclor-1254	NE	<0.0001
Aroclor-1260	NE	<0.0001
Aroclor-1262	NE	<0.0001
Aroclor-1268	NE	<0.0001
Total PCBs	NE	<0.0001

<## - not detected above provided reporting limit

NE - Not established

PCBs- Polychlorinated Biphenyls

TCLP - Toxicity Characteristic Leaching Procedure

US EPA - U.S. Environmental Protection Agency

TSCA - Toxic Substances Control Act

RCRA - Resource Conservation and Recovery Act

Results presented in milligrams per kilogram (mg/kg), are equivalent to parts per million (ppm) and;

results presented in micrograms per liter (ug/L), are equivalent to parts per billion (ppb)

Bold and boxed values indicate exceedance of standard

APPENDIX C

Paint Laboratory Analytical Report



CERTIFICATE OF ANALYSIS

C French
Tighe & Bond
4 Barlows Landing Road, Unit 15
Pocasset, MA 02559

RE: Erving - Usher Mill Water (14-5004-022)
ESS Laboratory Work Order Number: 21H0439

This signed Certificate of Analysis is our approved release of your analytical results. These results are only representative of sample aliquots received at the laboratory. ESS Laboratory expects its clients to follow all regulatory sampling guidelines. Beginning with this page, the entire report has been paginated. This report should not be copied except in full without the approval of the laboratory. Samples will be disposed of thirty days after the final report has been delivered. If you have any questions or concerns, please feel free to call our Customer Service Department.

Laurel Stoddard
Laboratory Director

REVIEWED
By ESS Laboratory at 4:01 pm, Aug 20, 2021

Analytical Summary

The project as described above has been analyzed in accordance with the ESS Quality Assurance Plan. This plan utilizes the following methodologies: US EPA SW-846, US EPA Methods for Chemical Analysis of Water and Wastes per 40 CFR Part 136, APHA Standard Methods for the Examination of Water and Wastewater, American Society for Testing and Materials (ASTM), and other recognized methodologies. The analyses with these noted observations are in conformance to the Quality Assurance Plan. In chromatographic analysis, manual integration is frequently used instead of automated integration because it produces more accurate results.

The test results present in this report are in compliance with TNI and relative state standards, and/or client Quality Assurance Project Plans (QAPP). The laboratory has reviewed the following: Sample Preservations, Hold Times, Initial Calibrations, Continuing Calibrations, Method Blanks, Blank Spikes, Blank Spike Duplicates, Duplicates, Matrix Spikes, Matrix Spike Duplicates, Surrogates and Internal Standards. Any results which were found to be outside of the recommended ranges stated in our SOPs will be noted in the Project Narrative.



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water

ESS Laboratory Work Order: 21H0439

SAMPLE RECEIPT

The following samples were received on August 12, 2021 for the analyses specified on the enclosed Chain of Custody Record.

To achieve CAM compliance for MCP data, ESS Laboratory has reviewed all QA/QC Requirements and Performance Standards listed in each method. Holding times and preservation have also been reviewed. All CAM requirements have been performed and achieved unless noted in the project narrative.

Each method has been set-up in the laboratory to reach required MCP standards. The methods for aqueous VOA and Soil Methanol VOA have known limitations for certain analytes. The regulatory standards may not be achieved due to these limitations. In addition, for all methods, matrix interferences, dilutions, and %Solids may elevate method reporting limits above regulatory standards. ESS Laboratory can provide, upon request, a Limit Checker (regulatory standard comparison spreadsheet) electronic deliverable which will highlight these exceedances.

Question I: All samples for metals were analyzed for a subset of the required MCP list per the client's request.

Lab Number	Sample Name	Matrix	Analysis
21H0439-01	P-01	Solid	1311, 1311/6010C, 1311/7470A, 1311/8082A, 6010C, 7471B, 8082A



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water

ESS Laboratory Work Order: 21H0439

PROJECT NARRATIVE

Total Metals

DH11340-BSD1 **Blank Spike recovery is below lower control limit (B-).**
Arsenic (63% @ 80-120%), Barium (71% @ 80-120%), Cadmium (64% @ 80-120%), Chromium (64% @ 80-120%), Lead (65% @ 80-120%), Selenium (65% @ 80-120%), Silver (62% @ 80-120%)

DH11340-BSD1 **Relative percent difference for duplicate is outside of criteria (D+).**
Arsenic (36% @ 20%), Barium (23% @ 20%), Cadmium (33% @ 20%), Chromium (34% @ 20%), Lead (34% @ 20%), Selenium (35% @ 20%), Silver (35% @ 20%)

No other observations noted.

End of Project Narrative.

DATA USABILITY LINKS

To ensure you are viewing the most current version of the documents below, please clear your internet cookies for www.ESSLaboratory.com. Consult your IT Support personnel for information on how to clear your internet cookies.

- [Definitions of Quality Control Parameters](#)
- [Semivolatile Organics Internal Standard Information](#)
- [Semivolatile Organics Surrogate Information](#)
- [Volatile Organics Internal Standard Information](#)
- [Volatile Organics Surrogate Information](#)
- [EPH and VPH Alkane Lists](#)



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water

ESS Laboratory Work Order: 21H0439

CURRENT SW-846 METHODOLOGY VERSIONS

Analytical Methods

1010A - Flashpoint
6010C - ICP
6020A - ICP MS
7010 - Graphite Furnace
7196A - Hexavalent Chromium
7470A - Aqueous Mercury
7471B - Solid Mercury
8011 - EDB/DBCP/TCP
8015C - GRO/DRO
8081B - Pesticides
8082A - PCB
8100M - TPH
8151A - Herbicides
8260B - VOA
8270D - SVOA
8270D SIM - SVOA Low Level
9014 - Cyanide
9038 - Sulfate
9040C - Aqueous pH
9045D - Solid pH (Corrosivity)
9050A - Specific Conductance
9056A - Anions (IC)
9060A - TOC
9095B - Paint Filter
MADEP 04-1.1 - EPH
MADEP 18-2.1 - VPH

Prep Methods

3005A - Aqueous ICP Digestion
3020A - Aqueous Graphite Furnace / ICP MS Digestion
3050B - Solid ICP / Graphite Furnace / ICP MS Digestion
3060A - Solid Hexavalent Chromium Digestion
3510C - Separatory Funnel Extraction
3520C - Liquid / Liquid Extraction
3540C - Manual Soxhlet Extraction
3541 - Automated Soxhlet Extraction
3546 - Microwave Extraction
3580A - Waste Dilution
5030B - Aqueous Purge and Trap
5030C - Aqueous Purge and Trap
5035A - Solid Purge and Trap

SW846 Reactivity Methods 7.3.3.2 (Reactive Cyanide) and 7.3.4.1 (Reactive Sulfide) have been withdrawn by EPA. These methods are reported per client request and are not NELAP accredited.



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water

ESS Laboratory Work Order: 21H0439

MassDEP Analytical Protocol Certification Form

MADEP RTN: _____

This form provides certification for the following data set: **21H0439-01**

Matrices: () Ground Water/Surface Water () Soil/Sediment () Drinking Water () Air (x) Other: Solid

CAM Protocol (check all that apply below):

- | | | | | | |
|------------------------------|-------------------------------|---|--------------------------------|---|------------------------------------|
| () 8260 VOC
CAM II A | (x) 7470/7471 Hg
CAM III B | () MassDEP VPH
(GC/PID/FID)
CAM IV A | (x) 8082 PCB
CAM V A | () 9014 Total
Cyanide/PAC
CAM VI A | () 6860 Perchlorate
CAM VIII B |
| () 8270 SVOC
CAM II B | () 7010 Metals
CAM III C | () MassDEP VPH
(GC/MS)
CAM IV C | () 8081 Pesticides
CAM V B | () 7196 Hex Cr
CAM VI B | () MassDEP APH
CAM IX A |
| (x) 6010 Metals
CAM III A | () 6020 Metals
CAM III D | () MassDEP EPH
CAM IV B | () 8151 Herbicides
CAM V C | () Explosives
CAM VIII A | () TO-15 VOC
CAM IX B |

Affirmative responses to questions A through F are required for "Presumptive Certainty" status

- | | | |
|---|--|----------------------------------|
| A | Were all samples received in a condition consistent with those described on the Chain-of-Custody, properly preserved (including temperature) in the field or laboratory, and prepared/analyzed within method holding times? | Yes (x) No () |
| B | Were the analytical method(s) and all associated QC requirements specified in the selected CAM protocol(s) followed? | Yes (x) No () |
| C | Were all required corrective actions and analytical response actions specified in the selected CAM protocol(s) implemented for all identified performance standard non-conformances? | Yes (x) No () |
| D | Does the laboratory report comply with all the reporting requirements specified in the CAM VII A, "Quality Assurance and Quality Control Guidelines for the Acquisition and Reporting of Analytical Data"? | Yes (x) No () |
| E | VPH, EPH, APH and TO-15 only: a. Was each method conducted without significant modification(s)? (Refer to the individual method(s) for a list of significant modifications).
b. APH and TO-15 Methods only: Was the complete analyte list reported for each method? | Yes () No ()
Yes () No () |
| F | Were all applicable CAM protocol QC and performance standard non-conformances identified and evaluated in a laboratory narrative (including all "No" responses to Questions A through E)? | Yes (x) No () |

Responses to Questions G, H and I below are required for "Presumptive Certainty" status

- | | | |
|---|--|-----------------|
| G | Were the reporting limits at or below all CAM reporting limits specified in the selected CAM protocols(s)?
<i>Data User Note: Data that achieve "Presumptive Certainty" status may not necessarily meet the data usability and representativeness requirements described in 310 CMR 40. 1056 (2)(k) and WSC-07-350.</i> | Yes (x) No ()* |
| H | Were all QC performance standards specified in the CAM protocol(s) achieved? | Yes () No (x)* |
| I | Were results reported for the complete analyte list specified in the selected CAM protocol(s)? | Yes () No (x)* |

**All negative responses must be addressed in an attached laboratory narrative.*

I, the undersigned, attest under the pains and penalties of perjury that, based upon my personal inquiry of those responsible for obtaining the information, the material contained in this analytical report is, to the best of my knowledge and belief, accurate and complete.

Signature: Laurel Stoddard
Printed Name: Laurel Stoddard

Date: August 20, 2021
Position: Laboratory Director



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water
Client Sample ID: P-01
Date Sampled: 08/11/21 11:00
Percent Solids: N/A

ESS Laboratory Work Order: 21H0439
ESS Laboratory Sample ID: 21H0439-01
Sample Matrix: Solid
Units: mg/kg wet

Extraction Method: 3050B

Total Metals

<u>Analyte</u>	<u>Results (MRL)</u>	<u>MDL</u>	<u>Method</u>	<u>Limit</u>	<u>DF</u>	<u>Analyst</u>	<u>Analyzed</u>	<u>I/V</u>	<u>F/V</u>	<u>Batch</u>
Arsenic	ND (9.43)		6010C		1	KJK	08/17/21 14:26	0.53	100	DH11340
Barium	167 (9.43)		6010C		1	KJK	08/17/21 14:26	0.53	100	DH11340
Cadmium	2.21 (1.89)		6010C		1	KJK	08/17/21 14:26	0.53	100	DH11340
Chromium	480 (3.77)		6010C		1	KJK	08/17/21 14:26	0.53	100	DH11340
Lead	69900 (1890)		6010C		100	KJK	08/18/21 13:02	0.53	100	DH11340
Mercury	ND (0.031)		7471B		1	JRB	08/16/21 11:53	0.63	40	DH11339
Selenium	ND (18.9)		6010C		1	KJK	08/17/21 14:26	0.53	100	DH11340
Silver	1.97 (1.89)		6010C		1	KJK	08/17/21 14:26	0.53	100	DH11340



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water
Client Sample ID: P-01
Date Sampled: 08/11/21 11:00
Percent Solids: N/A

ESS Laboratory Work Order: 21H0439
ESS Laboratory Sample ID: 21H0439-01
Sample Matrix: Solid
Units: mg/L

Extraction Method: 3005A TCLP

1311 TCLP Metals

<u>Analyte</u>	<u>Results (MRL)</u>	<u>MDL</u>	<u>Method</u>	<u>TCLP Limit</u>	<u>DF</u>	<u>Analyst</u>	<u>Analyzed</u>	<u>I/V</u>	<u>F/V</u>	<u>Batch</u>
Arsenic	ND (0.050)		1311/6010C		1	KJK	08/13/21 21:48	50	50	DH11341
Barium	0.063 (0.050)		1311/6010C		1	KJK	08/13/21 21:48	50	50	DH11341
Cadmium	ND (0.0100)		1311/6010C		1	KJK	08/13/21 21:48	50	50	DH11341
Chromium	ND (0.020)		1311/6010C		1	KJK	08/13/21 21:48	50	50	DH11341
Lead	579 (5.00)		1311/6010C		100	KJK	08/14/21 10:57	50	50	DH11341
Mercury	ND (0.00050)		1311/7470A		1	JRB	08/20/21 12:09	20	40	DH11946
Selenium	ND (0.050)		1311/6010C		1	KJK	08/13/21 21:48	50	50	DH11341
Silver	ND (0.010)		1311/6010C		1	KJK	08/13/21 21:48	50	50	DH11341



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water
Client Sample ID: P-01
Date Sampled: 08/11/21 11:00
Percent Solids: N/A
Initial Volume: 5.05
Final Volume: 10
Extraction Method: 3540C

ESS Laboratory Work Order: 21H0439
ESS Laboratory Sample ID: 21H0439-01
Sample Matrix: Solid
Units: mg/kg wet
Analyst: MJV
Prepared: 8/12/21 19:50

8082A Polychlorinated Biphenyls (PCB)

<u>Analyte</u>	<u>Results (MRL)</u>	<u>MDL</u>	<u>Method</u>	<u>Limit</u>	<u>DF</u>	<u>Analyzed</u>	<u>Sequence</u>	<u>Batch</u>
Aroclor 1016	ND (0.1)		8082A		1	08/16/21 20:01		DH11203
Aroclor 1221	ND (0.1)		8082A		1	08/16/21 20:01		DH11203
Aroclor 1232	ND (0.1)		8082A		1	08/16/21 20:01		DH11203
Aroclor 1242	ND (0.1)		8082A		1	08/16/21 20:01		DH11203
Aroclor 1248	ND (0.1)		8082A		1	08/16/21 20:01		DH11203
Aroclor 1254	ND (0.1)		8082A		1	08/16/21 20:01		DH11203
Aroclor 1260	ND (0.1)		8082A		1	08/16/21 20:01		DH11203
Aroclor 1262	ND (0.1)		8082A		1	08/16/21 20:01		DH11203
Aroclor 1268	ND (0.1)		8082A		1	08/16/21 20:01		DH11203

	<i>%Recovery</i>	<i>Qualifier</i>	<i>Limits</i>
<i>Surrogate: Decachlorobiphenyl</i>	<i>85 %</i>		<i>30-150</i>
<i>Surrogate: Decachlorobiphenyl [2C]</i>	<i>90 %</i>		<i>30-150</i>
<i>Surrogate: Tetrachloro-m-xylene</i>	<i>100 %</i>		<i>30-150</i>
<i>Surrogate: Tetrachloro-m-xylene [2C]</i>	<i>118 %</i>		<i>30-150</i>



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water
Client Sample ID: P-01
Date Sampled: 08/11/21 11:00
Percent Solids: N/A
Initial Volume: 1000
Final Volume: 1
Extraction Method: 3510C

ESS Laboratory Work Order: 21H0439
ESS Laboratory Sample ID: 21H0439-01
Sample Matrix: Solid
Units: mg/L
Analyst: MJV
Prepared: 8/13/21 11:32

1311/8082 Polychlorinated Biphenyls TCLP Compounds

<u>Analyte</u>	<u>Results (MRL)</u>	<u>MDL</u>	<u>Method</u>	<u>TCLP Limit</u>	<u>DF</u>	<u>Analyzed</u>	<u>Sequence</u>	<u>Batch</u>
Aroclor 1016	ND (0.0001)		1311/8082A		1	08/16/21 16:03		DH11328
Aroclor 1221	ND (0.0001)		1311/8082A		1	08/16/21 16:03		DH11328
Aroclor 1232	ND (0.0001)		1311/8082A		1	08/16/21 16:03		DH11328
Aroclor 1242	ND (0.0001)		1311/8082A		1	08/16/21 16:03		DH11328
Aroclor 1248	ND (0.0001)		1311/8082A		1	08/16/21 16:03		DH11328
Aroclor 1254	ND (0.0001)		1311/8082A		1	08/16/21 16:03		DH11328
Aroclor 1260	ND (0.0001)		1311/8082A		1	08/16/21 16:03		DH11328
Aroclor 1262	ND (0.0001)		1311/8082A		1	08/16/21 16:03		DH11328
Aroclor 1268	ND (0.0001)		1311/8082A		1	08/16/21 16:03		DH11328

	<i>%Recovery</i>	<i>Qualifier</i>	<i>Limits</i>
<i>Surrogate: Decachlorobiphenyl</i>	66 %		30-150
<i>Surrogate: Decachlorobiphenyl [2C]</i>	64 %		30-150
<i>Surrogate: Tetrachloro-m-xylene</i>	77 %		30-150
<i>Surrogate: Tetrachloro-m-xylene [2C]</i>	84 %		30-150



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water
Client Sample ID: P-01
Date Sampled: 08/11/21 11:00
Percent Solids: N/A
Initial Volume: 100
Final Volume: 2000
Extraction Method: 1311

ESS Laboratory Work Order: 21H0439
ESS Laboratory Sample ID: 21H0439-01
Sample Matrix: Solid
Units: °C
Analyst: BJV
Prepared: 8/12/21 18:22

TCLP Extraction by 1311

<u>Analyte</u>	<u>Results (MRL)</u>	<u>MDL</u>	<u>Method</u>	<u>Limit</u>	<u>DF</u>	<u>Analyst</u>	<u>Analyzed</u>	<u>Batch</u>
Temperature (Min C)	20.6 (N/A)		1311		1	BJV	08/13/21 10:35	DH11244
Temperature (Min C)	20.4 (N/A)		1311		1	KJK	08/14/21 12:20	DH11347
Temperature (Max C)	22.3 (N/A)		1311		1	BJV	08/13/21 10:35	DH11244
Temperature (Max C)	22.3 (N/A)		1311		1	KJK	08/14/21 12:20	DH11347
Temperature (Range)	Temperature is not within 23 +/-2 °C. (N/A)							
Temperature (Range)	Temperature is not within 23 +/-2 °C. (N/A)							



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
 Client Project ID: Erving - Usher Mill Water

ESS Laboratory Work Order: 21H0439

Quality Control Data

Analyte	Result	MRL	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Qualifier
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Total Metals

Batch DH11339 - 7471B

Blank										
Mercury	ND	0.033	mg/kg wet							
LCS										
Mercury	20.3	3.05	mg/kg wet	21.60		94	80-120			
LCS Dup										
Mercury	17.9	2.96	mg/kg wet	21.60		83	80-120	13	20	

Batch DH11340 - 3050B

Blank										
Arsenic	ND	2.50	mg/kg wet							
Barium	ND	2.50	mg/kg wet							
Cadmium	ND	0.50	mg/kg wet							
Chromium	ND	1.00	mg/kg wet							
Lead	ND	5.00	mg/kg wet							
Selenium	ND	5.00	mg/kg wet							
Silver	ND	0.50	mg/kg wet							
LCS										
Arsenic	253	7.81	mg/kg wet	281.0		90	80-120			
Barium	536	7.81	mg/kg wet	595.0		90	80-120			
Cadmium	246	1.56	mg/kg wet	276.0		89	80-120			
Chromium	253	3.12	mg/kg wet	277.0		91	80-120			
Lead	210	15.6	mg/kg wet	228.0		92	80-120			
Selenium	164	15.6	mg/kg wet	178.0		92	80-120			
Silver	39.3	1.56	mg/kg wet	44.40		88	80-120			
LCS Dup										
Arsenic	177	7.46	mg/kg wet	281.0		63	80-120	36	20	D+, B-
Barium	425	7.46	mg/kg wet	595.0		71	80-120	23	20	D+, B-
Cadmium	176	1.49	mg/kg wet	276.0		64	80-120	33	20	D+, B-
Chromium	179	2.99	mg/kg wet	277.0		64	80-120	34	20	D+, B-
Lead	149	14.9	mg/kg wet	228.0		65	80-120	34	20	D+, B-
Selenium	115	14.9	mg/kg wet	178.0		65	80-120	35	20	D+, B-
Silver	27.5	1.49	mg/kg wet	44.40		62	80-120	35	20	D+, B-

Reference										
Lead	4200	24.4	mg/kg wet	4490		94	83-113			

1311 TCLP Metals

Batch DH11341 - 3005A_TCLP

Blank										
Arsenic	ND	0.050	mg/L							
Barium	ND	0.050	mg/L							
Cadmium	ND	0.0100	mg/L							
Chromium	ND	0.020	mg/L							
Lead	ND	0.050	mg/L							
Selenium	ND	0.050	mg/L							



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water

ESS Laboratory Work Order: 21H0439

Quality Control Data

Analyte	Result	MRL	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Qualifier
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1311 TCLP Metals

Batch DH11341 - 3005A_TCLP

Silver	ND	0.010	mg/L							
LCS										
Arsenic	0.495	0.050	mg/L	0.5000		99	80-120			
Barium	0.525	0.050	mg/L	0.5000		105	80-120			
Cadmium	0.244	0.0100	mg/L	0.2500		98	80-120			
Chromium	0.494	0.020	mg/L	0.5000		99	80-120			
Lead	0.479	0.050	mg/L	0.5000		96	80-120			
Selenium	1.02	0.050	mg/L	1.000		102	80-120			
Silver	0.259	0.010	mg/L	0.2500		104	80-120			

LCS Dup

Arsenic	0.490	0.050	mg/L	0.5000		98	80-120	1	20	
Barium	0.515	0.050	mg/L	0.5000		103	80-120	2	20	
Cadmium	0.241	0.0100	mg/L	0.2500		97	80-120	1	20	
Chromium	0.488	0.020	mg/L	0.5000		98	80-120	1	20	
Lead	0.473	0.050	mg/L	0.5000		95	80-120	1	20	
Selenium	0.990	0.050	mg/L	1.000		99	80-120	3	20	
Silver	0.254	0.010	mg/L	0.2500		102	80-120	2	20	

Batch DH11946 - 245.1/7470A

Blank										
Mercury	ND	0.00050	mg/L							
Blank										
Mercury	ND	0.00050	mg/L							
LCS										
Mercury	0.00615	0.00050	mg/L	0.006042		102	80-120			
LCS Dup										
Mercury	0.00611	0.00050	mg/L	0.006042		101	80-120	0.6	20	

8082A Polychlorinated Biphenyls (PCB)

Batch DH11203 - 3540C

Blank										
Aroclor 1016	ND	0.02	mg/kg wet							
Aroclor 1016 [2C]	ND	0.02	mg/kg wet							
Aroclor 1221	ND	0.02	mg/kg wet							
Aroclor 1221 [2C]	ND	0.02	mg/kg wet							
Aroclor 1232	ND	0.02	mg/kg wet							
Aroclor 1232 [2C]	ND	0.02	mg/kg wet							
Aroclor 1242	ND	0.02	mg/kg wet							
Aroclor 1242 [2C]	ND	0.02	mg/kg wet							
Aroclor 1248	ND	0.02	mg/kg wet							
Aroclor 1248 [2C]	ND	0.02	mg/kg wet							
Aroclor 1254	ND	0.02	mg/kg wet							
Aroclor 1254 [2C]	ND	0.02	mg/kg wet							
Aroclor 1260	ND	0.02	mg/kg wet							



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water

ESS Laboratory Work Order: 21H0439

Quality Control Data

Analyte	Result	MRL	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Qualifier
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8082A Polychlorinated Biphenyls (PCB)

Batch DH11203 - 3540C

Aroclor 1260 [2C]	ND	0.02	mg/kg wet							
Aroclor 1262	ND	0.02	mg/kg wet							
Aroclor 1262 [2C]	ND	0.02	mg/kg wet							
Aroclor 1268	ND	0.02	mg/kg wet							
Aroclor 1268 [2C]	ND	0.02	mg/kg wet							
<i>Surrogate: Decachlorobiphenyl</i>	<i>ND</i>		mg/kg wet	<i>0.02500</i>		<i>76</i>	<i>30-150</i>			
<i>Surrogate: Decachlorobiphenyl [2C]</i>	<i>ND</i>		mg/kg wet	<i>0.02500</i>		<i>80</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene</i>	<i>ND</i>		mg/kg wet	<i>0.02500</i>		<i>77</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene [2C]</i>	<i>ND</i>		mg/kg wet	<i>0.02500</i>		<i>89</i>	<i>30-150</i>			

LCS

Aroclor 1016	0.4	0.02	mg/kg wet	0.5000		89	40-140			
Aroclor 1016 [2C]	0.5	0.02	mg/kg wet	0.5000		91	40-140			
Aroclor 1260	0.4	0.02	mg/kg wet	0.5000		90	40-140			
Aroclor 1260 [2C]	0.5	0.02	mg/kg wet	0.5000		91	40-140			
<i>Surrogate: Decachlorobiphenyl</i>	<i>0.0212</i>		mg/kg wet	<i>0.02500</i>		<i>85</i>	<i>30-150</i>			
<i>Surrogate: Decachlorobiphenyl [2C]</i>	<i>0.0220</i>		mg/kg wet	<i>0.02500</i>		<i>88</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene</i>	<i>0.0239</i>		mg/kg wet	<i>0.02500</i>		<i>96</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene [2C]</i>	<i>0.0260</i>		mg/kg wet	<i>0.02500</i>		<i>104</i>	<i>30-150</i>			

LCS Dup

Aroclor 1016	0.5	0.02	mg/kg wet	0.5000		92	40-140	2	30	
Aroclor 1016 [2C]	0.5	0.02	mg/kg wet	0.5000		93	40-140	2	30	
Aroclor 1260	0.5	0.02	mg/kg wet	0.5000		91	40-140	2	30	
Aroclor 1260 [2C]	0.5	0.02	mg/kg wet	0.5000		93	40-140	2	30	
<i>Surrogate: Decachlorobiphenyl</i>	<i>0.0210</i>		mg/kg wet	<i>0.02500</i>		<i>84</i>	<i>30-150</i>			
<i>Surrogate: Decachlorobiphenyl [2C]</i>	<i>0.0215</i>		mg/kg wet	<i>0.02500</i>		<i>86</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene</i>	<i>0.0236</i>		mg/kg wet	<i>0.02500</i>		<i>95</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene [2C]</i>	<i>0.0256</i>		mg/kg wet	<i>0.02500</i>		<i>102</i>	<i>30-150</i>			

1311/8082 Polychlorinated Biphenyls TCLP Compounds

Batch DH11328 - 3510C

Blank

Aroclor 1016	ND	0.0001	mg/L							
Aroclor 1016 [2C]	ND	0.0001	mg/L							
Aroclor 1221	ND	0.0001	mg/L							
Aroclor 1221 [2C]	ND	0.0001	mg/L							
Aroclor 1232	ND	0.0001	mg/L							
Aroclor 1232 [2C]	ND	0.0001	mg/L							
Aroclor 1242	ND	0.0001	mg/L							
Aroclor 1242 [2C]	ND	0.0001	mg/L							
Aroclor 1248	ND	0.0001	mg/L							
Aroclor 1248 [2C]	ND	0.0001	mg/L							
Aroclor 1254	ND	0.0001	mg/L							



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water

ESS Laboratory Work Order: 21H0439

Quality Control Data

Analyte	Result	MRL	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Qualifier
1311/8082 Polychlorinated Biphenyls TCLP Compounds										
Batch DH11328 - 3510C										
Aroclor 1254 [2C]	ND	0.0001	mg/L							
Aroclor 1260	ND	0.0001	mg/L							
Aroclor 1260 [2C]	ND	0.0001	mg/L							
Aroclor 1262	ND	0.0001	mg/L							
Aroclor 1262 [2C]	ND	0.0001	mg/L							
Aroclor 1268	ND	0.0001	mg/L							
Aroclor 1268 [2C]	ND	0.0001	mg/L							
<i>Surrogate: Decachlorobiphenyl</i>	<i>0.0000382</i>		mg/L	<i>0.00005000</i>		<i>76</i>	<i>30-150</i>			
<i>Surrogate: Decachlorobiphenyl [2C]</i>	<i>0.0000376</i>		mg/L	<i>0.00005000</i>		<i>75</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene</i>	<i>0.0000334</i>		mg/L	<i>0.00005000</i>		<i>67</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene [2C]</i>	<i>0.0000359</i>		mg/L	<i>0.00005000</i>		<i>72</i>	<i>30-150</i>			
LCS										
Aroclor 1016	0.0009	0.0001	mg/L	0.001000		88	40-140			
Aroclor 1016 [2C]	0.0009	0.0001	mg/L	0.001000		91	40-140			
Aroclor 1260	0.0009	0.0001	mg/L	0.001000		88	40-140			
Aroclor 1260 [2C]	0.0009	0.0001	mg/L	0.001000		86	40-140			
<i>Surrogate: Decachlorobiphenyl</i>	<i>0.0000294</i>		mg/L	<i>0.00005000</i>		<i>59</i>	<i>30-150</i>			
<i>Surrogate: Decachlorobiphenyl [2C]</i>	<i>0.0000296</i>		mg/L	<i>0.00005000</i>		<i>59</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene</i>	<i>0.0000476</i>		mg/L	<i>0.00005000</i>		<i>95</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene [2C]</i>	<i>0.0000480</i>		mg/L	<i>0.00005000</i>		<i>96</i>	<i>30-150</i>			
LCS Dup										
Aroclor 1016	0.0007	0.0001	mg/L	0.001000		71	40-140	22	20	
Aroclor 1016 [2C]	0.0007	0.0001	mg/L	0.001000		73	40-140	21	20	
Aroclor 1260	0.0008	0.0001	mg/L	0.001000		78	40-140	12	20	
Aroclor 1260 [2C]	0.0008	0.0001	mg/L	0.001000		77	40-140	11	20	
<i>Surrogate: Decachlorobiphenyl</i>	<i>0.0000276</i>		mg/L	<i>0.00005000</i>		<i>55</i>	<i>30-150</i>			
<i>Surrogate: Decachlorobiphenyl [2C]</i>	<i>0.0000283</i>		mg/L	<i>0.00005000</i>		<i>57</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene</i>	<i>0.0000351</i>		mg/L	<i>0.00005000</i>		<i>70</i>	<i>30-150</i>			
<i>Surrogate: Tetrachloro-m-xylene [2C]</i>	<i>0.0000357</i>		mg/L	<i>0.00005000</i>		<i>71</i>	<i>30-150</i>			



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water

ESS Laboratory Work Order: 21H0439

Notes and Definitions

- Z18 Temperature is not within 23 +/-2 °C.
- U Analyte included in the analysis, but not detected
- D+ Relative percent difference for duplicate is outside of criteria (D+).
- D Diluted.
- B- Blank Spike recovery is below lower control limit (B-).
- ND Analyte NOT DETECTED at or above the MRL (LOQ), LOD for DoD Reports, MDL for J-Flagged Analytes
- dry Sample results reported on a dry weight basis
- RPD Relative Percent Difference
- MDL Method Detection Limit
- MRL Method Reporting Limit
- LOD Limit of Detection
- LOQ Limit of Quantitation
- DL Detection Limit
- I/V Initial Volume
- F/V Final Volume
- § Subcontracted analysis; see attached report
- 1 Range result excludes concentrations of surrogates and/or internal standards eluting in that range.
- 2 Range result excludes concentrations of target analytes eluting in that range.
- 3 Range result excludes the concentration of the C9-C10 aromatic range.
- Avg Results reported as a mathematical average.
- NR No Recovery
- [CALC] Calculated Analyte
- SUB Subcontracted analysis; see attached report
- RL Reporting Limit
- EDL Estimated Detection Limit
- MF Membrane Filtration
- MPN Most Probably Number
- TNTC Too numerous to Count
- CFU Colony Forming Units



CERTIFICATE OF ANALYSIS

Client Name: Tighe & Bond
Client Project ID: Erving - Usher Mill Water

ESS Laboratory Work Order: 21H0439

ESS LABORATORY CERTIFICATIONS AND ACCREDITATIONS

ENVIRONMENTAL

Rhode Island Potable and Non Potable Water: LAI00179

<http://www.health.ri.gov/find/labs/analytical/ESS.pdf>

Connecticut Potable and Non Potable Water, Solid and Hazardous Waste: PH-0750

http://www.ct.gov/dph/lib/dph/environmental_health/environmental_laboratories/pdf/OutofStateCommercialLaboratories.pdf

Maine Potable and Non Potable Water, and Solid and Hazardous Waste: RI00002

<http://www.maine.gov/dhhs/mecdc/environmental-health/dwp/partners/labCert.shtml>

Massachusetts Potable and Non Potable Water: M-RI002

<http://public.dep.state.ma.us/Labcert/Labcert.aspx>

New Hampshire (NELAP accredited) Potable and Non Potable Water, Solid and Hazardous Waste: 2424

<http://des.nh.gov/organization/divisions/water/dwgb/nhelap/index.htm>

New York (NELAP accredited) Non Potable Water, Solid and Hazardous Waste: 11313

<http://www.wadsworth.org/labcert/elap/comm.html>

New Jersey (NELAP accredited) Non Potable Water, Solid and Hazardous Waste: RI006

http://datamine2.state.nj.us/DEP_OPRA/OpraMain/pi_main?mode=pi_by_site&sort_order=PI_NAMEA&Select+a+Site:=58715

United States Department of Agriculture Soil Permit: P330-12-00139

Pennsylvania: 68-01752

<http://www.dep.pa.gov/Business/OtherPrograms/Labs/Pages/Laboratory-Accreditation-Program.aspx>

ESS Laboratory Sample and Cooler Receipt Checklist

Client: Tighe & Bond - KP/B/TB

ESS Project ID: 21H0439

Shipped/Delivered Via: ESS Courier

Date Received: 8/12/2021

Project Due Date: 8/19/2021

Days for Project: 5 Day

- 1. Air bill manifest present? No
Air No.: NA
- 2. Were custody seals present? No
- 3. Is radiation count <100 CPM? Yes
- 4. Is a Cooler Present? Yes
Temp: 14.9 Iced with: Ice
- 5. Was COC signed and dated by client? Yes

- 6. Does COC match bottles? Yes
- 7. Is COC complete and correct? Yes
- 8. Were samples received intact? Yes
- 9. Were labs informed about **short holds & rushes**? Yes / No NA
- 10. Were any analyses received outside of hold time? Yes No

11. Any Subcontracting needed? Yes / No
ESS Sample IDs: _____
Analysis: _____
TAT: _____

12. Were VOAs received? Yes No
a. Air bubbles in aqueous VOAs? Yes / No
b. Does methanol cover soil completely? Yes / No / NA

13. Are the samples properly preserved? Yes / No
a. If metals preserved upon receipt: Date: _____ Time: _____ By: _____
b. Low Level VOA vials frozen: Date: _____ Time: _____ By: _____

Sample Receiving Notes:

14. Was there a need to contact Project Manager? Yes / No
a. Was there a need to contact the client? Yes / No
Who was contacted? _____ Date: _____ Time: _____ By: _____

Sample Number	Container ID	Proper Container	Air Bubbles Present	Sufficient Volume	Container Type	Preservative	Record pH (Cyanide and 608 Pesticides)
1	195500	Yes	N/A	Yes	8 oz jar	NP	
1	195501	Yes	N/A	Yes	8 oz jar	NP	
1	195502	Yes	N/A	Yes	8 oz jar	NP	
1	195503	Yes	N/A	Yes	8 oz jar	NP	8/12/21

2nd Review
Were all containers scanned into storage/lab? Initials KL
 Are barcode labels on correct containers? Yes / No
 Are all Flashpoint stickers attached/container ID # circled? Yes / No / NA
 Are all Hex Chrome stickers attached? Yes / No / NA
 Are all QC stickers attached? Yes / No / NA
 Are VOA stickers attached if bubbles noted? Yes / No / NA

Completed By: [Signature] Date & Time: 8-12-21 17:29
 Reviewed By: [Signature] Date & Time: 8/12/21 18:17

APPENDIX D

Opinion of Probable Construction Costs

Opinion of Probable Construction Cost
Usher Mill Water Storage Tank - Demolition
Erving, MA



ITEM	DESCRIPTION	UNITS	QTY	UNIT PRICE	TOTAL
1.	General Conditions				
	Mobilization/Demobilization	LS	5%	\$4,800	\$4,800
	Contractors OH & P	LS	15%	\$14,400	\$14,400
2.	Equipment & Labor				
	Crane, Lift and Excavator	LS	1	\$50,000	\$50,000
	Demolition Labor	LS	1	\$15,000	\$15,000
	Hazardous Materials Management	LS	1	\$25,000	\$25,000
					\$90,000
3.	Site Cleanup				
	Backfill, Grade & Seed	LS	1	\$5,000	\$5,000
					\$5,000
				SUBTOTAL	\$ 114,200
					\$35,000
	Contingency 30%				
	Engineering Fees 10%				\$15,000
				TOTAL PROJECT COST	\$ 165,000

Opinion of Probable Construction Cost
Usher Mill Water Storage Tank - Re-furbish
Erving, MA

ITEM	DESCRIPTION	UNITS	QTY	UNIT PRICE	TOTAL
1.	General Conditions				
	Mobilization/Demobilization	LS	5%	\$16,300	\$16,300
	Contractors OH & P	LS	15%	\$48,900	\$48,900
2.	Equipment & Labor				
	Tower Leg Test Pits & SE Observations	LS	1	\$10,000	\$10,000
	Scaffolding Rental	LS	1	\$65,000	\$65,000
	Hazardous Materials Containment & Management	LS	1	\$40,000	\$40,000
	Tower Refinishing	LS	1	\$185,000	\$185,000
	Misc. Steel Repairs	LS	1	\$20,000	\$20,000
					\$320,000
3.	Site Cleanup				
	Backfill, grade & seed	LS	1	\$5,000	\$5,000
					\$5,000
				SUBTOTAL	\$ 390,200
					\$118,000
	Contingency 30%				
	Engineering Fees 15%				\$76,300
				TOTAL PROJECT COST	\$ 585,000

APPENDIX E

Photo Log



Photo 2: Typical leg connection to tower bowl



Photo 3: Typical column brace connection at column base



Photo 4: Typical brace to leg connections



Photo 5: Typical tank surface condition, note cleaner steel where flaking paint had been collected



Photo 6: Typical tank roof surface



Photo 7: Water leak at base of water column, minor steel corrosion from leak

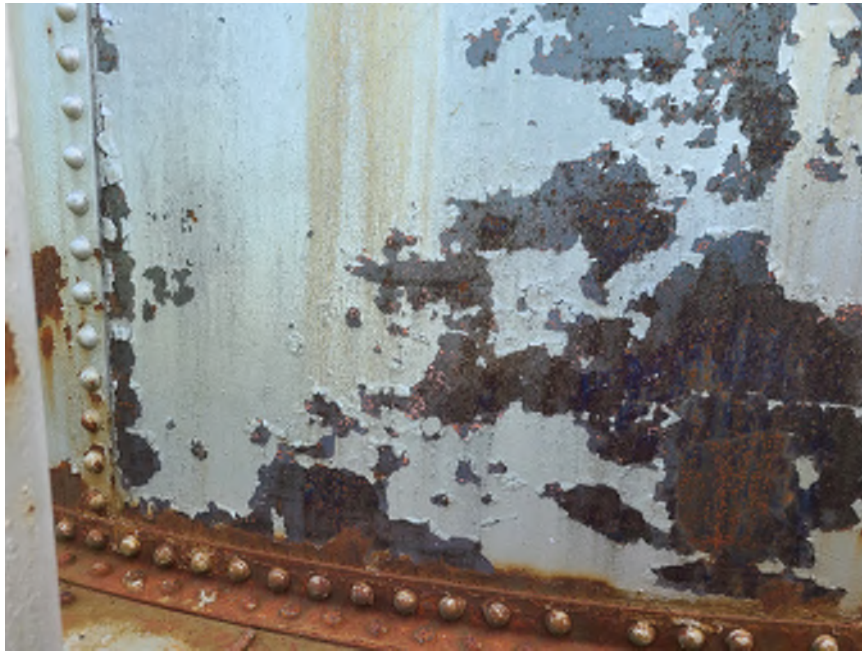
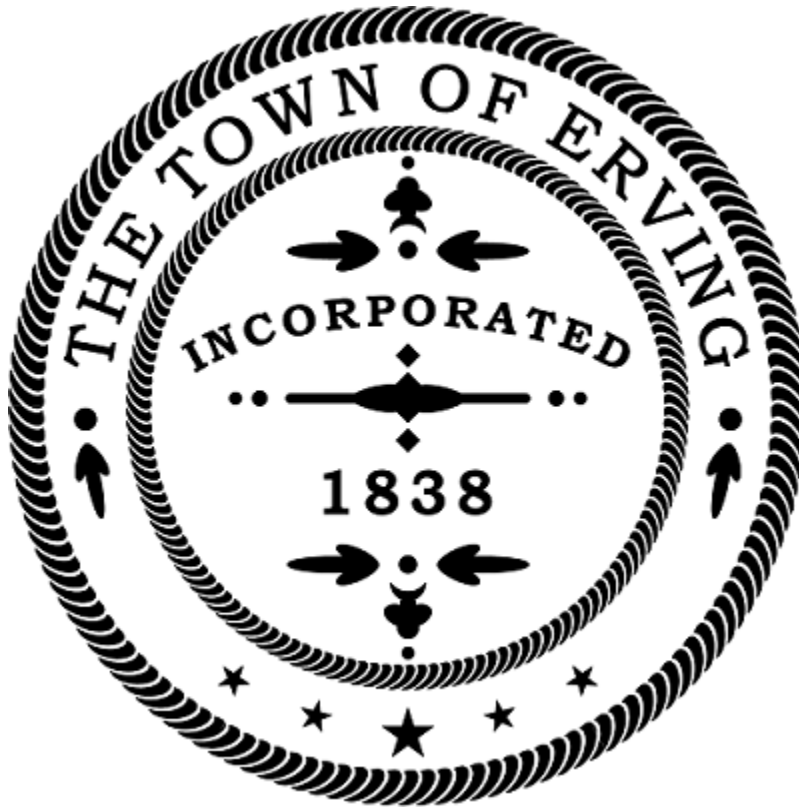


Photo 8: Tank surface condition where paint samples were collected



FY2027 Capital Improvement Plan Placeholder Requests

Presented to the Capital Planning Committee for Review and Consideration

December 27, 2023

Request	Department	Request
1	Recreation Commission	Zilinski Field Playground Equipment Replacement

FY 2025 | Capital Expenditure Request Form- Construction & Multi Year Projects



Instructions

Please use this form to submit each capital budget request for consideration in the budget planning process. Refer to the guidance memorandum for definitions, deadlines, and other details.

Department / Board Information

Department/Board Name	Recreation Commission & Parks Maintenance	Date	
Contact Name	Jacquelyn Boyden and Breta Petraccia	E-Mail	jacquelyn.boyden@erving-ma.gov
Telephone			

Project Request Information

Project Name	Recreational Equipment for Zilinski Park		
Estimated Total Cost	125000	Source of Estimate	Cost for recreational equipment at Hammock Park
Prioritization in Relation to all Dept. Requests	1st	New or Replacement Request?	New Request
Explain Why this must be a FY2025 Procurement	This is a FY2027 Request. The current playground structure is only good until 2027 and then it will have to be removed and replaced.		
This Request is Necessary to Address: (check all that apply)	Public/ Staff Safety;		
Brief Purchase / Project Description & Department Capacity to Complete Project	We had a certified playground safety inspector come and inspect our equipment at Zilinski Park. We have removed or in the process of removing all the unsafe equipment (Seesaw, merry go round, beam and sound tubes, bleachers, dugouts, outdoor grill stands). The current playground structure is only good until 2027 and then it will have to be removed and replaced. We are currently exploring the idea of exercise stations and a small tot playground in that space.		
Please Identify Potential Funding Sources if Known			
Explain Anticipated Impact on Future Operating Budgets	Cost Unchanged;	Useful Life	20 years

Proposed Phasing & Funding

Total amount anticipated for funding for each stage/phase over time.

Phases or Stages	FY2025	FY2026	FY2027	FY2028
Phase 1	0			
Phase 2	0			
Contingency & Escalation	25,000			
Total				

Supporting Rationale

The requesting department or agency should attach any other data, photographs, reports, proposals, quotes, or information that is warranted to justify the prioritization of the request and the cost estimations presented.

Signatory

Signature

Signature of the Person Submitting this Form

Name

Name of the Person Submitting this Form (print)

To Be Completed by Capital Planning Committee

Funding Source	General Fund	\$	Free Cash/ Retained Earnings	\$	Stabilization	\$
	Borrowing	\$	State/ Federal	\$	Grants	\$



Miracle Recreation Equip. Co.
878 E. US Hwy 60
Monett, MO 65708
1-888-458-2752

QUOTE: R0047200171

Project: R0047_44119522279_01

Prepared For:

Mariah Kurtz
Park Street Park
Park Street
Erving, MA 01344
(413) 422-2800 Ext. 1108 (phone)
mariah.kurtz@erving-ma.gov

Project Name & Location:

Prepared by:

SITE SPECIFICS, LLC
PO Box 325
Rochester, MA 02770
(508) 763-0207 (phone)
(508) 763-0208 (fax)
cindy@sitespecifics.net

Ship To Address:

Mariah Kurtz
Park Street Park
Park Street
Erving, MA 01344
(413) 422-2800 Ext. 1108 (phone)
mariah.kurtz@erving-ma.gov

End User:

Quote Number: R0047200171
Quote Date: 11/2/2020
Valid For: 30 Days From Quote Date

Product line: KidsChoice
Age group: 5-12

Global defaults

Components

Part Number	Description	Qty	Weight	Unit Price	Total
2740	SWG PART THERAPEUTIC SWG SEAT W/CHAIN (8' TR)	1	135.00	1,057.00	1,057.00
2840	SWG PART SLASH PROOF SEAT W/CHAIN (8' TR)	3	10.00	119.00	357.00
2990	SWG PART TOT SEAT 360 DEG W/CHAIN (8' TR)	2	15.00	183.00	366.00
7045029	SQUARE DECK ATTACHES TO (4) 3-1/2" POSTS	3	120.00	988.00	2,964.00
7045039	1/2 HEX FULL DECK ATTACH TO (4) 3-1/2" POSTS	2	150.00	1,314.00	2,628.00
7045119	TRIANGLE SPLIT DECK (ATTACHES TO 3 POSTS)	2	85.00	702.00	1,404.00
70460213B	STEEL COUNTER PANEL (BELOW DECK)	1	60.00	902.00	902.00
7046058	TREE-O CLIMBER (8' DECK)	1	180.00	1,762.00	1,762.00
7046701	CHAMELEON II ENTRY & EXIT 5' - 6'6"	2	145.00	2,088.00	4,176.00
7046705	CHAMELEON II RIGHT SECTION	2	25.00	492.00	984.00
7046706	CHAMELEON II LEFT SECTION	2	25.00	492.00	984.00
70467539	5'2" TYPHOON SLIDE 270 DEG (3' DECK)	1	1,000.00	5,437.00	5,437.00
70471314B	TCX OVAL/SQUARE PERF PANEL BD	1	65.00	1,688.00	1,688.00
70471315	TCX STAR/CIRCLE PERF PANEL	1	65.00	1,688.00	1,688.00
704719	CLIFF CLIMBER (3' & 5' DECK)	1	85.00	788.00	788.00
704723W9	WIDE 8' BURMA BRIDGE	1	300.00	3,103.00	3,103.00
7047721	BONGO PERCH (STATIONARY) Rockite: FOREST GREEN	2	15.00	199.00	398.00
7047721	BONGO PERCH (STATIONARY)	2	15.00	199.00	398.00

70477431	BONGO STEPS W/HAND SUPPORTS (3' DECK)	1	130.00	1,284.00	1,284.00
7048161	WIRE MESH ENCLOSURE	1	35.00	369.00	369.00
7048258S	SCALE-N-SLIDE SLIDE (8' DECK)	1	525.00	2,519.00	2,519.00
70485139	SQUARE TRANSFER POINT W/CLOSED HR (3' DECK)	1	225.00	2,767.00	2,767.00
7048624	ROOF FOR SQUARE DECK, PERF STEEL	1	300.00	2,052.00	2,052.00
7048624H	ROOF FOR SQUARE DECK, PERF STEEL & RECYCLED	1	325.00	2,670.00	2,670.00
7048624R	ROOF FOR SQUARE DECK, RECYCLED	1	350.00	3,286.00	3,286.00
7048626	ROOF FOR HEXAGON DECK, PERF STEEL	1	540.00	3,484.00	3,484.00
70486715	VINE CLIMBER (5' DECK)	1	90.00	1,061.00	1,061.00
704913S	BALANCE BEAM CURVED	1	80.00	642.00	642.00
70495949	ADA STAIRS BETWEEN DECKS W/2' RISE 4' SPAN	1	200.00	2,948.00	2,948.00
7049765	BUMPER LADDER (5' DECK)	1	90.00	1,408.00	1,408.00
7049864	INCLINED LOOP BRIDGE BETWEEN DECKS W/4' RISE	1	120.00	1,421.00	1,421.00
70499269	KIDS' PERCH W/WHEEL	1	125.00	1,008.00	1,008.00
7049929	KIDS' PERCH	1	105.00	902.00	902.00
704994A	FUN FONES ABOVE DECK TO ABOVE DECK	1	125.00	1,269.00	1,269.00
714999Z	CUSTOMER SERVICE KIT (NO PRICE)	1	7.00	0.00	0.00
7185493	3 1/2" OD X 106" POST (3' DECK)	2	35.00	149.00	298.00
718572	3 1/2" OD X 138" POST FOR ROOF (3'DK OR LESS)	4	40.00	159.00	636.00
718573	3 1/2" OD X 162" POST FOR ROOF (3'6" TO 5'DK)	10	50.00	183.00	1,830.00
718576	3 1/2" OD X 198" POST FOR ROOF (7' TO 8' DKS)	4	65.00	226.00	904.00
7188522	3 1/2" OD ARCH SWG FRAME ONLY 2 SEATS REQ MC	1	200.00	1,200.00	1,200.00
7188522X	3 1/2" OD ARCH ADD-A-BAY 2 SEATS REQ MC	2	170.00	661.00	1,322.00
9451	SADDLE SEAT, ANGLED POST Rockite: FOREST GREEN	1	65.00	672.00	672.00
MRPQ303Q	BENCH CONTEMP 6'(1.83M) ING	4	125.00	432.00	1,728.00

RiskSign_Included

Product line: Freestanding

Age group:

Global defaults

Components

Part Number	Description	Qty	Weight	Unit Price	Total
787Z	RISK MANAGEMENT SIGN - ENGLISH (NO PRICE)	1	0.00	0.00	0.00

PlayArea_Q1

Product line: Freestanding

Age group: 2-12

Global defaults

Timber

Components

Part Number	Description	Qty	Weight	Unit Price	Total
44012	6' MIRACLE TIMBER 12" HIGH W/2 30" STAKES	46	35.00	84.00	3,864.00
4406	ACCESS RAMP W/2 MIRACLE TIMBERS	1	260.00	918.00	918.00

Additional Items

Part Number	Description	Qty	Weight	Unit Price	Total
925961	THUMB DRIVE 2GB - MREC	1	0.00	0.00	0.00
926021	MREC CARD F/THUMB DRIVE	1	0.00	0.00	0.00
INSTALL BOOK	INSTALL BOOK FOR PP ORDERS	1	0.00	0.00	0.00

Parts By Other

Part Number	Description	Qty	Weight	Unit Price	Total
EFW Installed	IPEMA Certified Engineered Wood Fiber Furnished and Installed	208	0.00	47.00	9,776.00
SP305P/SP3 20N	6' Hanging Bench Perforated Pattern w/ Chain & Frame by Wabash Valley Furnished and Installed, Net of FAC104 Discount	1	0.00	2,441.09	2,441.09

Totals:

Equipment Weight:	10,567.00 lbs
Equipment List:	\$73,546.00
Discount Amount:	-\$14,231.00
Equipment Price:	\$59,315.00
Freight:	\$4,489.06
Installation:	\$22,000.00
Products by Other:	\$12,217.09
Grand Total:	\$98,021.15

Notes:

This Quote shall not become a binding contract until signed and delivered by both Customer and Miracle Recreation Equipment Company ("Miracle"). Sales Representative is not authorized to sign this Quote on behalf of Miracle or Customer, and signed Quotes cannot be accepted from Sales Representative. To submit this offer, please sign below and forward a complete signed copy of this Quote directly to "Miracle Sales Administration" via fax (417) 235-3551 or email: orders@miraclerec.com. Upon acceptance, Miracle will return a fully-signed copy of the Quote to Customer (with copy to Sales Representative) via fax or email.

THIS QUOTE IS LIMITED TO AND GOVERNED BY THE TERMS CONTAINED HEREIN. Miracle objects to any other terms proposed by

11/2/2020

QUOTE: R0047200171

Page 3 of 5

Customer, in writing or otherwise, as material alterations, and all such proposed terms shall be void. Customer authorizes Miracle to ship the Equipment and agrees to pay Miracle the total amount specified. Shipping terms are FOB the place of shipment via common carrier designated by Miracle. Payment terms are Net-30 days from invoice date with approved credit and all charges are due and payable in full at PO Box 734154, Dallas, TX 75373-4154, unless notified otherwise by Miracle in writing. Customer agrees to pay all additional service charges for past due invoices. Customer must provide proper tax exemption certificates to Miracle, and shall promptly pay and discharge all otherwise applicable taxes, license fees, levies and other impositions on the Equipment at its own expense. Purchase orders and payments should be made to the order of Miracle Recreation Equipment Company.

Quote Number: R0047200171 **Quote Date:** 11/2/2020 **Equipment:** \$71,818.00 **Grand Total:** \$98,021.15

CUSTOMER HEREBY SUBMITS ITS OFFER TO PURCHASE THE EQUIPMENT ACCORDING TO THE TERMS STATED IN THIS QUOTE AND SUBJECT TO FINAL APPROVAL BY MIRACLE.

Submitted By	Printed Name and Title	Date
THE FOREGOING QUOTE AND OFFER ARE HEREBY APPROVED AND ACCEPTED BY MIRACLE RECREATION EQUIPMENT		
By:		Date:

ADDITIONAL TERMS & CONDITIONS OF SALE

1. Use & Maintenance. Customer agrees to regularly inspect and maintain the Equipment, and to provide, inspect and maintain appropriate safety surfacing under and around the Equipment, in accordance with Miracle's product literature and the most current Consumer Product Safety Commission Handbook for Public Playground Safety.
2. Default, Remedies & Delinquency Charges. Customer's failure to pay any invoice when due, or its failure to otherwise comply with the terms of this Quote, shall constitute a default under all unsatisfied invoices ("Event of Default"). Upon an Event of Default, Miracle shall have all remedies available to it at law or equity, including, without limitation, all remedies afforded a secured creditor under the Uniform Commercial Code. Customer agrees to assist and cooperate with Miracle to accomplish its filing and enforcement of mechanic's or other liens with respect to the Equipment or its location or its repossession of the Equipment, and Customer expressly waives all rights to possess the Equipment after an Event of Default. All remedies are cumulative and not alternative, and no exercise by Miracle of a remedy will prohibit or waive the exercise of any other remedy. Customer shall pay all reasonable attorneys fees plus any costs of collection incurred by Miracle in enforcing its rights hereunder. Subject to any limitations under law, Customer shall pay to Miracle as liquidated damages, and not as a penalty, an amount equal to 1.5% per month of any payment that is delinquent in such month and is not received by Miracle within ten (10) days after the date on which due.
3. Limitation of Warranty/ Indemnity. MIRACLE MAKES NO EQUIPMENT WARRANTIES EXCEPT FOR THOSE STANDARD WARRANTIES ISSUED WITH THE EQUIPMENT, WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE. MIRACLE SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY LIABILITY FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES. CUSTOMER AGREES TO DEFEND, INDEMNIFY AND SAVE MIRACLE HARMLESS FROM ALL CLAIMS OF ANY KIND FOR DAMAGES OF ANY KIND ARISING OUT OF CUSTOMERS ALTERATION OF THE EQUIPMENT, ITS FAILURE TO MAINTAIN THE EQUIPMENT, ITS FAILURE TO PROPERLY SUPERVISE EQUIPMENT USE, OR ITS FAILURE TO PROVIDE AND MAINTAIN APPROPRIATE TYPES AND DEPTHS OF SAFETY SURFACING BENEATH AND AROUND THE EQUIPMENT IN ACCORDANCE WITH MIRACLES INSTALLATION AND OWNERS MANUALS AND THE MOST CURRENT CONSUMER PRODUCT SAFETY COMMISSION HANDBOOK FOR PUBLIC PLAYGROUND SAFETY.
4. Restrictions. Until all amounts due hereunder are paid in full, Customer shall not: (i) permit the Equipment to be levied upon or attached under any legal process; (ii) transfer title to the Equipment or any of Customer's rights therein; or (iii) remove or permit the removal of the Equipment to any location not specified in this Quote.
5. Purchase Money Security Interest. Customer hereby grants, pledges and assigns to Miracle, and Miracle hereby reserves a purchase money security interest in, the Equipment in order to secure the payment and performance in full of all of Customer's obligations hereunder. Customer agrees that Miracle may file one or more financing statements, in order to allow it to perfect, acquire and maintain a superior security interest in the Equipment.
6. Choice of Law and Jurisdiction. All agreements between Customer and Miracle shall be interpreted, and the parties' obligations shall be governed, by the laws of the State of Missouri without reference to its choice of law provisions. Customer hereby consents to the personal jurisdiction of the state and federal courts located in the city and county of St. Louis, Missouri.
7. Title; Risk of Loss; Insurance. Miracle Retains full title to all Equipment until full payment is received by Miracle. Customer assumes all risk of loss or destruction of or damage to the Equipment by reason of theft, fire, water, or any other cause, and the occurrence of any such casualty shall not relieve the Customer from its obligations hereunder and under any invoices. Until all amounts due hereunder are paid in full, Customer shall insure the Equipment against all such losses and casualties.
8. Waiver; Invalidity. Miracle may waive a default hereunder, or under any invoice or other agreement between Customer and Miracle, or cure such a default at Customer's expense, but shall have no obligation to do either. No waiver shall be deemed to have taken place unless it is in writing, signed by Miracle. Any one waiver shall not constitute a waiver of other defaults or the same kind of default at another time, or a forfeiture of any rights provided to Miracle hereunder or under any invoice. The invalidity of any portion of this Quote shall not affect the force and effect of the remaining valid portions hereof.

9. Entire Agreement; Amendment; Binding Nature. This fully-executed Quote, as supplemented by Change Orders and invoices containing exact amounts of estimates provided herein, constitutes the complete and exclusive agreement between the parties. A Change Order is a written instrument signed by the Customer and Miracle stating their agreement as to any amendment in the terms of this Quote. Customer acknowledges that Change Orders may result in delays and additional costs. The parties agree that all Change Orders shall include appropriate adjustments in price and time frames relating to any requested amendments. Upon full execution, this Quote shall be binding upon and inure to the benefit of the parties and their successors and assigns.

10. Counterparts; Electronic Transmission. This Quote, any invoice, and any other agreement between the parties, may be executed in counterparts, each of which shall constitute an original. The facsimile or other electronic transmission of any signed original document and retransmission of any signed facsimile or other electronic transmission shall be the same as the transmission of an original. At the request of either party, the parties will confirm facsimile or other electronically transmitted signatures by signing an original document.

Rev E 021815



Erving FY2025 Budget Development Calendar

This document is subject to change as new information becomes available.

Month	Date	Action/Meeting	Location & Time
October 2023	Mon. Oct 30, 2023	Joint Select Board, Finance Committee & Capital Planning Committee Meeting: Discuss budget goals and guidance	Senior & Community Center at 7:00 PM
	Tue. Oct 31, 2023	FY2025 Budget goals & guidance sent to Departments along with Capital Improvement Request forms, Operating Budget Request & Instructions	
November 2023	Tue. Nov. 07, 2023	Department, Board & Commission Workshop for budget planning	Public Library at 10:00 AM
	Thu. Nov. 09, 2023	Department, Board & Commission Workshop for budget planning	Town Hall at 2:00 PM
	Thu. Nov. 23, 2023	Holiday- Thanksgiving Day	
December 2023	Mon. Dec. 11, 2023	Departmental Capital & Operating Budget Requests Due	Town Administrator's Office by 5:00 PM
	Thu. Dec. 14, 2023	Capital Planning Committee Meeting to review open capital special articles- Department Heads to attend and provide project status updates.	Public Library at 7:00 PM
	Mon. Dec. 25, 2023	Holiday- Christmas Day	
January 2024	Mon. Jan. 01, 2024	Holiday- New Years Day	
	Thu. Jan. 04, 2024	Capital Planning Committee meeting to review new FY2025 capital requests	Town Hall at 7:00 PM
	Mon. Jan 08, 2024	Select Board Meeting- Regular business	Senior & Community Center at 6:30 PM
	Mon. Jan 08, 2024	Finance Committee Meeting- Review FY2025 Budget Requests	Town Hall at 6:30 PM
	Thu. Jan 11, 2024	Joint Select Board, Finance Committee & Capital Planning Committee Meeting- Public Works & Public Safety Capital & Operating budget presentations	Senior & Community Center at 7:00 PM
	Mon. Jan 15, 2024	Holiday- Martin Luther King Jr. Day	
	Mon. Jan 22, 2024	Select Board Meeting- Regular business	Senior & Community Center at 6:30 PM
	Mon. Jan 29, 2024	Joint Select Board, Finance Committee & Capital Planning Committee Meeting- General Government Capital & Operating budget presentations	Senior & Community Center at 7:00 PM
February 2024	Mon. Feb. 05, 2024	Select Board Meeting- Regular Business	Senior & Community Center at 6:30 PM
	Mon. Feb 05, 2024	Finance Committee Meeting- Review FY2025 Budget Requests	Town Hall at 6:30 PM
	Mon. Feb. 12, 2024	Joint Select Board, Finance Committee & Capital Planning Committee Meeting- Education Capital & Operating budget presentations	Senior & Community Center at 7:00 PM
	Mon. Feb. 19, 2024	Holiday- Presidents Day	
	Thu. Feb. 22, 2024	Select Board- Regular Business	Senior & Community Center at 6:30 PM
	Mon. Feb. 26, 2024	Joint Select Board, Finance Committee & Capital Planning Committee Meeting- Culture & Recreation, Health & Human Services, and any remaining Capital & Operating budget presentations	Senior & Community Center at 7:00 PM
March 2024	Fri. Mar. 01, 2024	Responses to all outstanding FY2025 budget questions are due from departments	Town Administrator's Office by 5:00 PM
	Mon. Mar. 04, 2024	Select Board meeting- Regular business	Senior & Community Center at 6:30 PM
	Mon. Mar 04, 2024	Finance Committee Meeting- Review FY2025 Budget Requests	Town Hall at 6:30 PM
	Thu. Mar 07, 2024	Capital Planning Committee Meeting- Finalize FY2025 recommendations	Town Hall at 7:00 PM
	Mon. Mar. 11, 2024	Joint Select Board, Finance Committee & Capital Planning Committee Meeting- FY2025 proposed Capital & Operating budget Review & Recommendation	Senior & Community Center at 7:00 PM
	Mon. Mar 18, 2024	Joint Select Board, Finance Committee & Capital Planning Committee Meeting- FY2025 proposed Capital & Operating budget Review & Recommendation	Senior & Community Center at 7:00 PM
	Mon. Mar 25, 2024	Joint Select Board, Finance Committee & Capital Planning Committee Meeting-	Senior & Community Center at 7:00 PM



Erving FY2025 Budget Development Calendar

This document is subject to change as new information becomes available.

Month	Date	Action/Meeting	Location & Time
April 2024		FY2025 proposed Capital & Operating budget Review & Recommendation	
	Mon. Apr. 01, 2024	Select Board Meeting- Approval of Annual Town Meeting Warrant	Senior & Community Center at 6:30 PM
	Mon. April 15, 2024	Holiday- Patriots Day	
May 2024	Wed. May 08, 2024	Annual Town Meeting	Elementary School at 7:00 PM