

**Department of Public Works Building Committee**

**AGENDA**

Wednesday, October 9, 2024, at 4:30 pm

Virtual: <https://us06web.zoom.us/j/86876005214?pwd=t5yFsP7bAT7zjfvkjXNTkSbC0aZktv.1>

Meeting ID: 868 7600 5214

Passcode: 224080

- A. Call the meeting to order
- B. OPM Report
- C. Architects Report
- D. Review and Approve General Contractor Bids
- E. Review and Approve Invoices
- F. Review and approve meeting minutes
- G. Discuss other topics not reasonably anticipated by the Chairman 48 hours before the meeting
- H. Public Comment
- I. Schedule next meeting
- J. Adjourn

## SEEKONK DPW COMPLEX BUILDING COMMITTEE

10.09.2024

### ➤ UPDATES, DISCUSSIONS and ACTION ITEMS:

- **Review and Consideration of Low Bidder's Bid Bond Non-Compliance:** Please find attached letter dated 10/4/24 from the second low bidder, Colantonio, Inc., requesting that the H.V. Collins bid be rejected for not providing a signature on the Bid Bond Form. This matter was shared with the Attorney General Office who determined that, based on a similar 2007 Bid Protest Decision, they would be compelled to say that H.V. Collins can be accepted by the Town.
- **General Contractor Bid Results:** The General Contractor (GC) bids were received electronically through ProjectDog on October 3<sup>rd</sup> at 3:00PM. The due date was extended to provide GCs more time to respond to addenda. Only four of the eleven pre-qualified general contractors submitted bids. The low bid submitted by H.V. Collins came in at \$36,561,413 which is approximately \$600K over the cost estimate. Please find attached letter dated 10/4/24 from the second low bidder, Colantonio, Inc., requesting that the H.V. Collins bid be rejected for not providing the required signature on the Bid Bond Form. Reference attached Bid Tabulation and updated Project Budget. CGA recommends approval of the General Contractor bids as presented. (***ACTION ITEM***)
- **Testing & Inspection Services:** Pending solicitation of proposals.
- **Community Outreach:** Discuss possible mailers, bulk town emails, DPW tour, etc.
- **Storm Water Management Peer Review:** Pending determination of how the cost for these services in the amount of \$8,750 will be paid.

### ➤ PERMITTING PROCESS:

- **Conservation Commission:** The engineer updated the design plans to incorporate the initial Stormwater Peer Review comments and updated plans were shared with contractors through addendum. The 3<sup>rd</sup> party engineer provided a second review of project and identified several open items for the design team to respond. The 10/7/24 Conservation Commission Hearing was continued to 11/4/24 to provide more time for the review and responses to be finalized.
- **Planning Board:** Application was approved contingent on Board of Health, ConCom, and joint peer review.
- **MADOT Permit Application/Approvals:** Traffic Study and Mass DOT permit application were submitted on 09/05/24. Pending review.
- **Board of Health:** The engineer increased the size of the system to reflect the Board of Health's recommendation to include flow for the service bays and the updated plans were shared with the contractors through addendum.

### ➤ ANTICIPATED PROJECT SCHEDULE (subject to change):

- **JUN 23 – AUG 23:** PROGRAMMING/SITE INVESTIGATIONS (3 mo.)
- **SEP 23 – DEC 23:** SCHEMATIC DESIGN (SD) (4 mo.)
- **JAN 24 – MAY 24:** DESIGN DEVELOPMENT (DD) (4 mo.)
- **MAR 24 – JUL 24:** CONTRACTOR PREQUALIFICATION (5 mo.)
- **MAY 24 – AUG 24:** CONSTRUCTION DOCUMENTS (CD) (4 mo.)

- AUG 24 – SEP 24: **CONTRACTOR BIDDING (2 mo.)**
  - 08/08/24: Post Contractor Bidding (Central Register/COMBUYS/Paper)
  - 08/14/24: Bid Documents Available to Contractors/FSB Subcontractors
  - 09/11/24: FSB Subcontractor Bids Due
  - 09/18/24: Building Committee Meeting (Approve Subcontractor Bids)
  - 10/03/24: General Contractor Bids Due (*must award by 12/9/24*)
  - **10/09/24: Building Committee Meeting (Approve GC Bids)**
- OCT 24 – NOV 24: **LOCAL APPROVALS/TOWN MEETING/REFERENDUM (2 mo.)**
  - 10/15/24: Finance Committee (Present Project, Budget and Schedule)
  - **10/16/24: BOS Meeting (Update Budget and Schedule)**
  - **11/18/24: TOWN MEETING (7PM Seekonk High School)**
  - **11/25/24: BALLOT REFERENDUM VOTE (7AM-8PM Seekonk HS)**
  - **12/04/24: BOS Meeting-Approve GC Bids (45 days from GC Bids) \***
- DEC 24 – AUG 26: **EXECUTE GC CONTRACT / CONSTRUCTION PHASE (21 mo.)**
- **SEPTEMBER 2026: OCCUPY NEW BUILDING**

➤ **INVOICES:**

- CGA: Invoice DPW-018 in the amount of \$11,000.00

➤ **PRECONSTRUCTION PROJECT BUDGET & CASH FLOW REPORT:**

Project Budget	Budget	Billed to Date	Balance
<b>OPM Basic Services</b>	<b>\$ 306,000.00</b>	<b>\$ 295,000.00</b>	<b>\$ 11,000.00</b>
<b>A&amp;E: Basic Services</b>	<b>\$ 1,111,036.00</b>	<b>\$ 1,094,826.00</b>	<b>\$ 16,210.00</b>
Acoustical Assessments	\$ 14,500.00	\$ 14,500.00	\$ -
Reimbursable Expenses	\$ 5,000.00	\$ 497.36	\$ 4,502.64
Auxilliary Building Engineering	\$ 24,773.00	\$ 24,273.00	\$ 500.00
<b>A&amp;E Allowances:</b>			
<i>Conservation Permitting</i>	\$ 5,000.00	\$ -	\$ 5,000.00
<i>Wetland Flagging</i>	\$ 1,500.00	\$ 1,500.00	\$ -
<i>MA DOT Permitting</i>	\$ 5,000.00	\$ -	\$ 5,000.00
<i>Expanded Traffic Study</i>	\$ -	\$ -	\$ -
<i>Geotech CD Specifications</i>	\$ 3,000.00	\$ 3,000.00	\$ -
<b>Commissioning Agent</b>	<b>\$ 8,800.00</b>	<b>\$ 5,280.00</b>	<b>\$ 3,520.00</b>
ProjectDog Bidding Host	\$ 1,395.00	\$ 1,395.00	\$ -
<b>Available Contingency</b>	<b>\$ 13,996.00</b>		
<b>Budget Subtotal</b>	<b>\$ 1,500,000.00</b>	<b>\$ 1,440,271.36</b>	<b>\$ 59,728.64</b>

➤ **PROPOSED BUILDING COMMITTEE MEETING DATES:**

- 10/16/24: Joint Building Committee/Board of Selectmen Meeting (Update on Bids)
- 12/04/24: Joint Building Committee/Board of Selectmen Meeting (Award Contract) \*

*\*12/4/24 is now within the maximum time of 45 days per MGL to award the General Contractor the project, based on the new date of 10/03/24 of receiving GC bids.*



October 4, 2024

Daniel Tavares  
CGA Project Management Inc.  
187 Plymouth Avenue, Bldg 8  
Fall River, MA 02721

Subject: Request for Review and Consideration of Low Bidder's Bid Bond Non-Compliance

Dear Mr. Tavares,

I am writing to formally raise concerns regarding the bid submission for the New Construction of the Seekonk DPW project opened on October 3, 2024, for which Colantonio Inc. was the second-lowest bidder. Upon reviewing the low bidder's submission, we have discovered that the bid bond lacks a witness signature, which we believe renders the bid non-compliant under the terms of Section H of the Invitation to Bid and public bid procurement law.

Section H of the Invitation to Bid clearly states that, "The Bidder must fill in all required fields and signatures either digitally or manually." The absence of a witness signature on the bid bond constitutes a failure to meet this requirement. In public procurement, the integrity of the bidding process hinges on strict adherence to all instructions and legal requirements. Allowing bidders to correct omissions such as a missing signature after submission would violate the principles of the competitive bidding statute.

Additionally, bid bonds must be enforceable as submitted, and a bond missing a required signature could be contested, putting the awarding authority at significant risk. Precedent from both state and federal bid protests have consistently shown that bids missing essential signatures are regularly deemed non-responsive and rejected to protect the integrity of the procurement process.

Furthermore, this omission could invite other bidders to challenge the awarding of the contract, potentially leading to formal bid protests. A protest or legal challenge would be time-consuming and costly and could further delay the project. Avoiding this risk is critical for a project of this scale, as it could compromise the project timeline and increase expenses due to potential litigation.

The difference in our base bid amount and that of the low bidder is \$162,907 (0.45%), a relatively small margin on a project of this scale. If Alternate 1 is accepted, the difference between the bids is reduced to just \$69,840 (0.19%). Given these negligible differences in bid amounts, the risk of awarding a contract based on a non-compliant bid bond outweighs any potential cost savings. In fact, the risk of a challenge or enforceability issue could far exceed these relatively modest cost differences.

Given the significant financial implications of this \$36+ million project, it is crucial that the awarding authority ensures all bids comply fully with the specified requirements to protect the project's timeline and avoid potential disputes and act in the best interest of the Town of Seekonk. We respectfully request that you consider rejecting the low bidder's submission based on this omission, and we appreciate your attention to this matter.

Please feel free to contact me if any further information is required at 508-429-8666 x240 or via email at [cpowers@colantonioinc.com](mailto:cpowers@colantonioinc.com).

Sincerely,



Christopher Powers  
Vice President

Colantonio Inc.

CC:     Christine M. Shea, Brewster Thornton  
          George Willwerth, Colantonio Inc.  
          Ken Rubenstein, Preti Flaherty

**DRAFT****General Contractor Bids**

October 3, 2024 3:00 PM

Contractor	Base Bid	Bid Comparisons	Alternate 1 Tubular Skylights	Total Bid With Alts	Base Bid vs. Estimate	Unit Price Unsuitable Soil	Unit Price Trash Removal	Unit Price Rock Removal (CY)	Unit Price Test Pits
<b>Cost Estimate:</b>	<b>\$ 35,958,095</b>								
H.V. Collins	\$ 36,561,413		\$ 299,840	\$ 36,861,253	\$ 603,318	\$ 2,542,000	\$ 5,117,200	\$ 250	\$ 4,800
Colantonio, Inc.	\$ 36,724,320	\$ 162,907	\$ 230,000	\$ 37,117,227	\$ 766,225	\$ 3,382,540	\$ 5,504,318	\$ 350	\$ 6,000
Cranshaw Construction	\$ 40,295,536	\$ 3,571,216	\$ 316,539	\$ 44,183,291	\$ 4,337,441	\$ 3,648,706	\$ 10,710,706	\$ 175	\$ 175
Agostini Construction	\$ 52,007,700	\$ 11,712,164	\$ 350,000	\$ 64,069,864	\$ 16,049,605	\$ 2,300,000	\$ 11,540,000	\$ 350	\$ 5,200

TOTAL LOW BASE BID GC AMOUNT: \$ 36,561,413.00

TOTAL COST ESTIMATE GC AMOUNT: \$ 35,958,095.00

**OVER COST ESTIMATE \$ 603,318.00**

Contractor	Base Bid	Bid Comparisons	Alternate 1 Tubular Skylights	Total Bid With Alts	Base Bid vs. Estimate	Unit Price Unsuitable Soil	Unit Price Trash Removal	Unit Price Rock Removal (CY)	Unit Price Test Pits	Addenda		Bid Signed	Bid Bond	Company Info	Prevailing Wages	Affidavit of Compliance	Non-Coll Cert	Unit Price Form	DCAM Cert	DCAM Update
Cost Estimate:	\$ 35,958,095																			
H.V. Collins	\$ 36,561,413		\$ 299,840	\$ 36,861,253	\$ 603,318	\$ 2,542,000	\$ 5,117,200	\$ 250	\$ 4,800	1	2	3	4	5	6	7	8	9	10	11
Colantonio, Inc.	\$ 36,724,320	\$ 162,907	\$ 230,000	\$ 37,117,227	\$ 766,225	\$ 3,382,540	\$ 5,504,318	\$ 350	\$ 6,000	1	2	3	4	5	6	7	8	9	10	11
Cranshaw Construction	\$ 40,295,536	\$ 3,571,216	\$ 316,539	\$ 44,183,291	\$ 4,337,441	\$ 3,648,706	\$ 10,710,706	\$ 175	\$ 175	1	2	3	4	5	6	7	8	9	10	11
Agostini Construction	\$ 52,007,700	\$ 11,712,164	\$ 350,000	\$ 64,069,864	\$ 16,049,605	\$ 2,300,000	\$ 11,540,000	\$ 350	\$ 5,200	1	2	3	4	5	6	7	8	9	10	11

TOTAL LOW BASE BID GC AMOUNT: \$ 36,561,413.00

TOTAL COST ESTIMATE GC AMOUNT: \$ 35,958,095.00

OVER COST ESTIMATE \$ 603,318.00

**TOTAL PROJECT BUDGET**
**Seekonk DPW Complex**
**Seekonk, MA**
**10/9/2024**
**DRAFT**

DESCRIPTION		BUDGET	
<b>1</b>	<b>CONSTRUCTION COSTS</b>		
		APPARENT LOW BIDDER: H.V. COLLINS	\$ 36,561,413.00
		<b>TOTAL CONSTRUCTION COSTS (WITHOUT BID ALTERNATE #1: SKYLIGHTS \$299,840)</b>	<b>\$ 36,561,413.00</b>
<b>2</b>	<b>ARCHITECTURAL - ENGINEERING SERVICES</b>		
	<b>PHASE 1 - ARCHITECTURAL &amp; ENGINEERING BASIC SERVICES</b>		
	Pre-Design	\$	94,132.00
	Schematic Design	\$	216,740.00
	Design Development	\$	405,296.00
	Construction Documents	\$	362,448.00
	Bidding	\$	32,420.00
	<b>PHASE 1 - Architectural &amp; Engineering Fees (Subtotal)</b>	<b>\$</b>	<b>1,111,036.00</b>
	<b>PHASE 2 - ARCHITECTURAL &amp; ENGINEERING BASIC SERVICES</b>		
	PH 2: Construction Administration/Closeout (Basic)	\$	317,950.00
	<b>PHASE 2: Architect/Engineering Basic Services Subtotal</b>	<b>\$</b>	<b>317,950.00</b>
	<b>TOTAL A&amp;E FEES (BASIC SERVICES)</b>	<b>\$</b>	<b>1,428,986.00</b>
	<b>PHASE 1 &amp; 2 - EXTRA &amp; REIMBURSABLE SERVICES</b>		
	Acoustical Assessment	\$	14,500.00
	Reimbursable Expenses	\$	5,000.00
	Flagging Wetlands	\$	1,500.00
	Auxiliary Building Engineering	\$	24,773.00
	Energy Model	\$	-
	Expanded Traffic Study (Pending MaDOT)	\$	10,000.00
	MassDEP Reporting (Pending BTGA)	\$	25,000.00
	DOT Permitting	\$	20,000.00
	Conservation Commissioning Allowance	\$	5,000.00
	Geotechnical Specifications Allowance	\$	3,000.00
	Geotechnical Construction Administration Allowance	\$	35,000.00
	<b>TOTAL A&amp;E FEES (EXTRA &amp; REIMBURSABLE SERVICES)</b>	<b>\$</b>	<b>143,773.00</b>
<b>3</b>	<b>OWNER'S PROJECT MANAGER SERVICES</b>		
	Schematic Design through Bid Phase	\$	306,000.00
	Construction Administration-Project Closeout Phase	\$	419,000.00
	<b>OWNER'S PROJECT MANAGER SERVICES</b>	<b>\$</b>	<b>725,000.00</b>
<b>4</b>	<b>OTHER OWNER AND PROJECT SOFT COSTS</b>		
	Misc. & Reimbursable Expenses	\$	25,000.00
	Commissioning Agent	\$	100,000.00
	Project Permitting and Approvals	\$	25,000.00
	Third Party QC Testing and Special Inspections	\$	125,000.00
	Utility Company Fees and Backcharges (Allowance)	\$	50,000.00
	Bonding Costs & Related Bond Counsel Legal Fees	\$	25,000.00
	On-Site Geoenvironmental Services	\$	-
	Additional A&E Design Services Amendment Allowance	\$	50,000.00
	Additional OPM Services Amendment Allowance	\$	200,000.00
	<b>OTHER OWNER AND PROJECT SOFT COSTS</b>	<b>\$</b>	<b>600,000.00</b>
<b>5</b>	<b>OWNER CONTINGENCY</b>		
	Owner (SOFT COST) Contingency	\$	250,000.00
	Owner (HARD COST) Construction Contingency	\$	1,500,000.00
	<b>TOTAL OWNER PROJECT CONTINGENCY</b>	<b>\$</b>	<b>1,750,000.00</b>
<b>6</b>	<b>FURNITURE, FIXTURES, EQUIPMENT &amp; TECHNOLOGY</b>		
	Furniture, Fixtures & Equipment (Allowance)	\$	200,000.00
	Technology (Allowance)	\$	50,000.00
	<b>FF&amp;E/TECHNOLOGY ALLOWANCE</b>	<b>\$</b>	<b>250,000.00</b>
<b>7</b>	<b>TOTAL ESTIMATED PROJECT BUDGET</b>	<b>\$</b>	<b>41,459,172.00</b>
	<b>APPROVED PRECONSTRUCTION BUDGET</b>	<b>\$</b>	<b>(1,500,000.00)</b>
	<b>BALANCE</b>	<b>\$</b>	<b>39,959,172.00</b>



CGA Project Management, LLC  
P.O. Box 3147  
Fall River, MA 02722

## INVOICE

**Town of Seekonk**  
100 Peck Street  
Seekonk, MA 02771

**Project:** Seekonk DPW Complex

**Invoice #:** DPW-018

**Invoice Date:** 9/30/2024

**Base Contract Amount:** \$ 306,000.00

**Amended Contract Amount:** \$ -

**Total Contract Amount:** \$ 306,000.00

Description	Contract Amount	Previously Billed	Total Earned	% Complete	Current Billing
Designer Procurement	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	100%	\$ -
Schematic Design	\$ 66,000.00	\$ 66,000.00	\$ 66,000.00	100%	\$ -
Design Development	\$ 88,000.00	\$ 88,000.00	\$ 88,000.00	100%	\$ -
Construction Documents	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	100%	\$ -
Contractor Bid	\$ 22,000.00	\$ -	\$ 11,000.00	50%	\$ 11,000.00
Construction Phase	\$ 399,000.00	\$ -	\$ -	0%	\$ -
Project Closeout	\$ 20,000.00	\$ -	\$ -	0%	\$ -
<b>Summary</b>	<b>\$ 725,000.00</b>	<b>\$ 284,000.00</b>	<b>\$ 295,000.00</b>	<b>41%</b>	<b>\$ 11,000.00</b>

**TOTAL DUE: \$ 11,000.00**

**Please remit payment to:**

CGA Project Management, LLC  
P.O. Box 3147  
Fall River, MA 02722

*Payment Terms: Thirty (30) days*

## **TOWN OF SEEKONK**

### **DEPARTMENT OF PUBLIC WORKS BUILDING COMMITTEE**

**DATE: Wednesday, September 18, 2024**

**TIME: 4:30 p.m.**

**PLACE:** <https://us06web.zoom.us/j/89105223545?pwd=tsm0atCGL8GgStObXPmHCMlhD9EwLk.1>

#### **MEETING MINUTES**

**Present:** John Pozzi, Chair; Michael Gagne, Michelle Hines, Kevin Hurst

**Absent:** Edward Monigan

**Attendees:** David Cabral, DPW Superintendent; Shawn Cadime, Town Administrator; Jennifer Argo, Finance Director; Christine Shea (BTGA), Nate Ginsburg (BTGA), Marybeth Carney (CGA); Dan Tavares (CGA)

**A. Call to Order:** Kevin Hurst opened the Building Committee meeting at 4:34 PM with a roll call of members present and participating remotely. John Pozzi joined the meeting at 4:42PM.

**B. OPM Report:**

1. CGA provided updates on activities held since the previous Building Committee meeting.
2. CGA noted that the Filed Sub-Bid Subcontractor (FSB) bids were received on September 12, 2024, a day later than originally posted. The project team moved the submission date back one day to provide more time for the subcontractors to respond to the responses to the questions submitted. The average of the 60% Construction Document estimates was \$8,019,634 with the total low base bid amounts coming in approximately \$1.8 million less at \$6,164,111.
3. CGA shared and explained the FSB Bid Tabulation spreadsheet which included the average of the cost estimate as well as the subcontractor bid prices, and the estimate cost comparison. The apparent low bidders were identified with a yellow highlight, which would remain apparent until the Building Committee approved the bid results. D. Tavares noted issues with the bids identified on the Bid Tabulation document: V&G Ironworks, a Miscellaneous and Ornamental Iron subcontractor, submitted 2 bids and did not withdraw one prior to the bid opening. The first bid did not acknowledge Addendum 1, whereas the second one did. Per the Attorney General's Office (AGO), the Awarding Authority must reject V&G due to submitting an obscure bid. The Metal Windows category was highlighted because during 60% CD estimate, that category had a value of over \$25k, which required the FSB submission. During the development of the Construction Documents that value was reduced below category thresholds, therefore no FSB bids were required. Electrical subcontractor, Sparks Electric, submitted an incomplete Paragraph E sub-subcontractor form by not listing any sub-subcontractors or themselves to perform this work. The AGO confirmed that this subcontractor must be rejected due to an incomplete bid. CGA presented a full bid tabulation showing all the documents that FSB were required to submit, which will be posted on Projectdog. Certain subcontractors also included restrictions to their bid, identifying General Contractors that could not use them for this project.

4. M. Hines mentioned that the town had a bad experience with Capital Carpet and Flooring, who were the apparent low bidder for Resilient Flooring. Apparently, Capital hired a different firm to do their work, which they inevitably had to remove and replace. D. Tavares noted that hiring another company to perform the FSB work is in violation of Mass General Law and they will be closely monitored on this project adding that since this subcontractor was prequalified for the DPW project they were allowed to submit a bid. He added that these concerns would be identified early during preconstruction meetings and subcontractors would be closely watched to confirm they are self-performing their work.
5. Kevin Hurst made the motion to approve the Filed Sub Bid trades as submitted and reject V&G Ironworks and Sparks Electric. The motion was seconded by Michelle Hines. The vote was approved by roll call.
6. The project team extended the General Contractor (GC) bid due date to September 30, 2024 to provide contractors more time to review the information being provided in Addendum. The bids will be presented to the Building Committee on October 2<sup>nd</sup>. D. Tavares explained that as noted in previous reports, this schedule extension fits the timeline for GCs holding their bids for 45 days for approval at the December 4, 2024 Board of Selectman meeting.
7. CGA and BTGA have been working together on community outreach pamphlets and presentation boards. S. Cadime was able to get the team a table at the PTO organized “Pumpkin Somethin’” event on October 9, 2024, from 10AM-3PM. John, Ed and CGA representatives plan to attend.
8. D. Tavares asked when the project should be presented to the Finance Committee. J. Argo noted that Finance Committee meetings are scheduled as needed and they could have a special meeting to review this project. This presentation is tentatively scheduled for October 8, 2024 at 7PM, which J. Argo will confirm and notify the committee.
9. It was noted that the project has been in Facebook posts. D. Tavares reminded the Building Committee they cannot advocate a ‘Yes’ vote, only provide project information and dates. If a Political Action Committee (PAC) was to form and register with the state, they could promote a ‘Yes’ vote.
10. CGA presented a draft list of Frequently Asked Questions (FAQ), which will be posted to the Town Website after approval from the Building Committee. CGA will email the FAQ to the committee for review noting that any comments will be sent directly to CGA.
11. S. Cadime suggested holding an Open House event at the existing DPW. The Building Committee agreed noting that residents could tour the facility and talk with DPW staff. D. Cabral proposed hosting one event during the work week after hours, and one over a weekend. This would be publicized through social media, newspapers and the town website. The idea of including the opportunity to “touch-a-truck” was discussed to make it a family event.
12. C. Shea presented proposed marketing material for review and comment, including event presentation boards with site plan, renderings and floor plan, a trifold brochure highlighting “Why the Project is Needed”, a QR code to the town website, tax impact information, savings statistics for garaging vehicles, and a list of the services performed by DPW. The following edits were made to the information on the trifold brochure: tax impact calculations would note that retiring debt assumes no new debt; parks would include maintaining the playing fields at Water Lane, Cole Street, the trails at Gamino Pond, maintenance of the Library, the Meadows and walking trails, and maintenance of Town and Public Safety vehicles. The line item “Parking” would be changed to “Facilities – Maintain and upkeep of Buildings and Grounds”

and storm and sanitary sewers should be changed to storm drains. An electronic copy of the final trifold will be forwarded to S. Cadime to post on the Town Hall and Senior Center monitors, and to D. Cabral to print copies for the DPW building

13. BTGA shared the 4'x8' banner design that could be located around town, possibly at the transfer station or the current DPW building. Materials will include Town Meeting and Ballot vote dates, times and locations as 11/18/24 at 7PM, and 11/25/24 from 7AM-8PM respectively, both located at the Seekonk High School. BTGA will share updates with D. Cabral to confirm final edits prior to being shared with the community.
14. The Stormwater peer review was still being conducted therefore the Conservation Commission meeting was continued to October 10, 2024. D. Tavares explained that it was still unclear how much of that cost would be covered by the current project budget. S. Cadime was considering other resources to pay for the review. D. Tavares stated that the MassDOT application fee was covered through the BTGA contract as a reimbursable expense.
15. S. Cadime reported that the Ballot question was being finalized at the October 18<sup>th</sup> Board of Select meeting. The contractor bid results, and budget will be presented to the Board at their October 16<sup>th</sup> meeting noting that their December 4<sup>th</sup> meeting is to award the GC contract.
16. D. Tavares noted that contractors requested an extension to the construction schedule for soil and trash removal. An addendum was issued that extended the construction schedule by 2 months for building occupation in September 2026.

**C. Review and Approve Invoices:**

1. The BTGA Invoice 12232 will need to be updated with the following information: the reimbursable amount will be \$101.20 and not \$153.20 as noted, and the COS 1 Auxiliary will be reduced by \$3,000 as it should not have been billed out fully. Kevin Hurst made the motion to recommend BTGA Invoice 12232 in the amount of \$58,037.90 pending corrections made and resubmitted, and S. Cadime's approval. The motion was seconded by Michelle Hines. The vote was unanimously approved by roll call.
2. Kevin Hurst made the motion to recommend Projectdog Invoice 21968 in the amount of \$1,395.00, pending S. Cadime's approval. The motion was seconded by Michelle Hines. The vote was unanimously approved by roll call.

**D. Review and Approve Meeting Minutes:**

Approval of the meeting minutes from 9/04/2024 was tabled due to M. Hines and M. Gagne abstaining for not being present at that meeting and there would not be a quorum to vote.

**E. Other topics not reasonable anticipated by the Chairman 48 hours before the meeting:** None

**F. Public Comment:** None.

**G. Schedule Next Meetings:**

CGA noted that the next Building Committee meeting will take place virtually on October 2, 2024 at 4:30PM with the goal of approving the GC bids and that the next Board of Selectmen meeting will be held on October 16, 2024 at 6:00PM.

**H. Adjournment:** Kevin Hurst motioned to adjourn the meeting at 5:45 PM with all members voting to adjourn by roll call.