

**Scituate Community Preservation Committee  
Funding Request Form**

DATE and YEAR of Application: 1/30/23

**APPLICANT INFORMATION**

Project Sponsor or Organization: SCITUATE CONSERVATION COMMISSION

Contact Name & Address: Penny Scott - Pipes

Telephone Number: 781-545-2909 Email: leamollan@yahoo.com

**PROJECT INFORMATION**

CPA CATEGORY (check all that apply):

OPEN SPACE

RECREATION

HISTORIC PRESERVATION

COMMUNITY HOUSING

NAME OF PROJECT: MOEDICAI LINCOLN PROPERTY

BRIEF DESCRIPTION OF PROJECT: ENGINEERING AND PERMITTING FOR DRIVEWAY & PARKING AREA AND PROJECT

*Attach additional pages including summary, budget, estimated timeline and justification of need.*

Project Location or Address: MOEDICAI LINCOLN ROAD

*Include map, photo and other imagery for ALL category projects.*

*If Open Space or Community Housing:*

Assessor's Map Page, Block & Lot Number: \_\_\_\_\_

Number of acres in parcel: \_\_\_\_\_

Current Zoning Classification: RESIDENTIAL

Assessed Value: \_\_\_\_\_

Title in name of: TOWN OF SCITUATE Abstract Date: \_\_\_\_\_

Number of housing units proposed: \_\_\_\_\_

Summarize how this request benefits the Town of Scituate and meets the goals of the Community Preservation Act.

ACCESS & PARKING FOR HISTORIC BUILDINGS  
AND OPEN SPACE

**PERMITS AND APPROVALS**

What permits and approvals are required? Have they been obtained or have you filed for them?

Name of Permit	Filed? (Y/N)	Filed (Date)	Obtained (Date)
SEE ATTACHED			

Have you met with any other Town Boards or committees? If so, what were the outcomes of those meetings? *(Letters of support from other Boards and committees should be included in the application or supplied at a later date.)*

SEE ATTACHED

Notes:

What non-financial support and services are necessary, and how will these be provided?

**FUNDING**

Describe the proposed funding for this project. Identify other sources you are seeking funds from, and whether those funds are secured. Identify any funds you or your organizations are willing to provide.

**Proposed Funding**

Total Project Cost	CPC Funds Requested	Sources of Funds other than CPA	Amount	Funding Secured? (Y/N)*
\$ 25,000	\$ 25,000		\$	
			\$	
			\$	
			\$	
			\$	

\* If the request is still outstanding, when do you expect to hear a decision?

**OTHER COMMENTS**

Provide any other information you think the CPC should be aware of in evaluating your request for funding.

THIS REQUEST WOULD GO TO SPECIAL TOWN MEETING BE FOR ANNUAL TOWN MEETING SO I CAN START ENGINEERING & PERMITTING ASAP

By signing below, the Applicant represents he/she is duly authorized, agrees to the terms and conditions and all other requirements of this Application and agrees to be bound thereby if funding is granted for the Project.

Date: 1/30/23 Signature: Renny Scott-Pipes

**FOR COMMUNITY PRESERVATION COMMITTEE USE**

This request received by Scituate CPC on \_\_\_\_\_

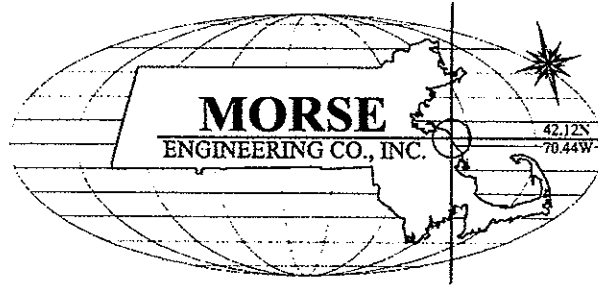
Copies provided to CPC Members on \_\_\_\_\_

Additional information required: \_\_\_\_\_

**Committee Vote**

Votes:	Yes / No	Votes: Y/N/Abstain	Date
Recommend to Town Meeting			

Other: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



10 New Driftway  
P.O. Box 92  
Scituate, MA 02066  
(781) 545-0895  
www.MorseCoInc.com

*Registered Professional Engineers,  
Project Managers & Environmental Consultants*

Revised:  
January 27, 2023

Penny Scott-Pipes  
leemollan@yahoo.com

**RE: Proposal for Professional Engineering & Land Surveying Services  
Lincoln Mill Project  
62 Mordecai Lincoln Rd, Scituate, MA**

Mrs. Scott-Pipes,

This proposal is for four phases of the Lincoln Mill Project: First is an existing conditions survey with the wetland flags and stake out of property lines. Second, permitting of the proposed site improvements. Third: Preparing Bid Documents and services related to Bid Process. Fourth: Construction phase and as-built services all at 62 Mordecai Lincoln Road, Scituate, MA. My understanding of the project is based upon my past experiences working on similar projects.

Based upon my understanding of the project, I have developed the following scope of services:

### **SCOPE OF SERVICES**

#### **Phase 1:**

1. Delineation of vegetated wetlands by a professional wetland scientist. Scope includes hanging plastic ribbons and the limit of vegetated wetlands.
2. Perform detailed field survey and prepare existing conditions base information limited to the pertinent area. Scope includes performing research at Scituate Town Hall and Plymouth County Registry of Deeds to obtain property line information and performing detailed field survey to obtain existing conditions information including: existing building structures, wetland flags, driveway locations, recovery of existing property line monumentation and verification of property lines.
3. Property Corners will have rebar and caps and wooden stakes along the lines, at approximately 100 feet.

#### **Phase 2:**

4. Preparation of a Permit Set of Plans of the site with details limited to the pertinent area depicting the existing building structures, driveway, property line, building setbacks and proposed site improvements by a professional land surveyor and a professional engineer.
5. Preparation of WPA Form 3 Notice of Intent and filing with the Scituate Conservation Commission and Massachusetts Dept. of Environmental Protection. Scope includes preparing all forms for MA DEP and Scituate Conservation Commission, attendance at (1) Conservation Commission public hearing and preparing notification to project abutters. Item 5 will be performed if wetlands are within 100' or property lies in a FEMA flood plain.

6. Preparation of a Stormwater Permit Application with the Scituate Planning Board (**to be determined and if necessary**), including preparation of stormwater calculations and report. The stormwater system will be designed in accordance with the Scituate Stormwater ByLaw and Regulations with the objective of controlling the peak rates and volumes of runoff for all storm events, providing treatment and providing groundwater recharge. Scope including preparing certified mailings to abutters within 100-ft. of project site and attendance at one public hearing.

**Phase 3:**

7. Preparation of a Bid Set of Plans for construction and to be included in the public bid package by a professional engineer.
8. Preparation of Technical Construction Specifications and Bid Documents for public bidding. Scope includes technical specifications only, administrative sections to be provided by Town of Scituate. Scope includes printing of 5 hard copies for engineering/DPW distribution.
9. Construction Bidding Services: Scope includes attending pre-bid meeting, responding to contractor inquiries, attending bid opening, issuing addendums if required, review of bids and preparing a recommendation for bid award.

**Phase 4:**

10. Survey Stakeout Trip 1(one trip): Scope includes calculating and staking out lot corners and property lines for site visits and construction.
11. Final Site As built Plan with topography for Building Department and Conservation Commission.
12. Conservation Certificate of Compliance: Prepare and file application for Certificate of Compliance forms and attend public hearing (if necessary).

**WORK NOT INCLUDED IN THE SCOPE OF SERVICES**

- Any work not specifically included in the scope of services.
- Attending Zoning Board of Appeals public hearing if required.
- Any revisions requested by the Client, peer review, or permitting board after substantial completion of design work or design modifications required by ay approving board, agency or consultant review will be considered additional services and will be billed at an hourly rate of \$185/hour.

**ASSUMPTIONS**

- Potential liability of Morse Engineering Company, Inc. is limited to the total contract fee.
- Adequate documentation to calculate property lines.
- All filing and review views will be the responsibility of the client.

**COMPENSATION**

Company will bill out its services for the aforementioned scope of work against the following **Lump Sum** cost of services:

Phase 1:

1. Wetland Delineation	\$ 800
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2. Research & Existing Conditions Survey	\$ 2,500
3. Property Corner & Line Stake Out	\$ 1,500
Phase 2:	
4. Prepare Proposed Permit Set	\$ 1,900
5. Prepare and File Notice of Intent	\$ 1,200
6. Prepare Stormwater Calculations & Report (if necessary)	\$ 2,400
Phase 3:	
7. Prepare Proposed Bid Set	\$ 1,900
8. Preparation of Bid Documents	\$ 3,200
9. Construction Bid Services	\$ 2,500
Phase 4:	
10. Survey Stake out (per trip)	\$ 600
11. Final Site as Built	\$ 1,800
12. Prepare Certificate of Compliance & File	\$ 400

TOTAL CONTRACT FEE: \$ 20,700

This agreement may be terminated by either party upon seven (7) days written notice for any reason. If the Client terminates this agreement, the Company will be paid for services performed up to date of termination.

Should the conditions in this proposal meet with your approval, please sign proposal and return to us for our files. A retainer of \$4,000 is required prior to commencement of services.

Invoices shall be processed monthly and must be paid current (net 30). Payment for Balance of Tasks 1-12 due upon invoicing. Outstanding invoices beyond 30 days are subject to a 1.5% month interest fee (18% annual).

If you have any questions, please do not hesitate to call.

Very truly yours,

**MORSE ENGINEERING COMPANY, INC.**



Gregory J. Morse, P.E.  
President

This Proposal is hereby accepted by the Client as evidenced by the execution hereof and such a person so executing the same on behalf of the Client does hereby warrant full authority to act for, in the name of, and on behalf of the Client and that he/she has carefully reviewed this document with a representative from the Company.

Such acceptance provides full authorization for the Company to proceed with providing the Scope of Services under the terms and conditions stated herein.