

TOWN OF HINGHAM



Thomas Mayo
Town Administrator

Katherine Dugan
Assistant Town Administrator

Arthur P. Robert
Assistant Town Administrator

TM Construction Management, LLC
151 Mystic Avenue
Medford, MA 02155

April 7, 2026

RE: Lincoln School Apartments Kersey Community Room, Kitchen and Laundry Room Renovation Project – NOTICE TO AWARD

Dear TM Construction Management, LLC,

We are pleased to inform you that the Town of Hingham intends to award the above noted project to TM Construction Management, LLC, as the most responsive and eligible contractor offering the lowest Bid Price for a total contract award of **\$367,440.00**. The total contract amount shall include the Community Room Entertainment/Bookcase Millwork, ADD ALT. This award is subject to and contingent upon final approval by the Town of Hingham Select Board. A Select Board meeting is scheduled for Tuesday, April 14, 2026 at 6:00PM for final discussion and authorization of said project.

A formal contract will be provided via email for contractor signature. One received, please sign and scan the signature page only to SequeiraD@hingham-ma.gov. Once the contract has been fully executed by all parties and the acceptable bond and insurance verifications have been received, a "Notice to Proceed" will be issued to TM Construction Management, LLC, from Town Administrator, Thomas Mayo, which will define the official commencement date of the project.

Please notify all Sub Contractors, prepare your Payment and Performance Bonds, Certificate of Insurance (with the Town of Hingham listed as an additional insured) and W-9 for invoice submission. In addition, please provide the Letters of Intent for each of the three business participation goals and how they will separately be met, as required by the Supplier Diversity Office. Furthermore, TM Construction Management, LLC, is now authorized to begin the required permitting with the Town to begin the work.

The project will be directly overseen by the Town of Hingham. All project coordination and oversight will be conducted through the Land Use & Development Department who can be reached directly at (781) 741-1494.

TOWN OF HINGHAM



Thank you for your interest in working with the Town of Hingham on this project and any contract related questions may be directed to me at 781.804.2407.

Kindly,

David Sequeira
Procurement and Contracts Manager

Cc; Thomas Mayo, Town Administrator
Katherine Dugan, Assistant Town Administrator, Finance
Arthur P. Robert, Assistant Town Administrator, Operations
Jennifer Oram, Zoning Administrator
Donna Thompson, Land Use and Development
JR Frey, Town Engineer
Michael Clancy, Building Commissioner
John J. Coughlin, Town Counsel

TOWN OF HINGHAM



Acceptance of Notice

Receipt of the above Notice of Award is hereby acknowledged on the 7th day of April, 2026.

General Contractor: **TM Construction Management, LLC**

By: _____

(Signature)

Title: Owner