

Hooksett Sewer Commission
March 3, 2020
Meeting Minutes

INITIAL	COMMENTS
3 FR	

This meeting was called to order at 12:00pm. Present were Chairman Sidney Baines, Commissioner Frank Kotowski, Commissioner Richard Bairam, Superintendent Bruce Kudrick, Assistant Superintendent John Clark, Guy Beloin and Kim Langlois.

Approve and Sign Manifest

Read Correspondence

Approve Minutes: Commissioner Richard Bairam made motion to approve the minutes from February 18, 2020. Commissioner Frank Kotowski seconded. All in favor, the motion was carried unanimously.

Financial Report: Guy came in to give a brief overview of the sewer commission accounts. Commissioner Frank Kotowski made motion to transfer \$3000.00 from the sewer checking account to the Hooksett Sewer Trustees property enhancements account. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

Scheduled Appointments: 12:15pm David Scarpetti **RE: Autumn Frost system development fees**
12:30pm Bruce Thomas (Town Engineer) **RE: TIF Update**

Dave Scarpetti: Dave wanted clarification on the expectations of the Sewer Commission on the amount to be paid for system development fees. The Autumn Frost development is an approved subdivision from 2014. However no sewer capacity was ever bought at the time of approval. The system development fees have increased since 2014 and Dave wanted to know if the Sewer Commission was going to "grandfather" the rates. The sewer commission stated that the new rate was being applied to the Autumn Frost development because no capacity was purchased at the time of approval. It was made clear that all system development fees are due upfront before any sewer pipe gets laid in the ground. The sewer commission also requires an escrow amount before the project begins.

Bruce Thomas: Bruce came in to share any updates with the sewer commission that he had regarding the TIF District. The handout that Bruce went over at the meeting is attached. (see attachment 1)

Superintendents Report:

Underwood: Underwood Engineering performed the "cold water" test that is part of the pilot program phase testing for the plant expansion on February 24, 2020. The results of the test were favorable and Underwood will be scheduling a meeting with the sewer commission to present the results on a future date.

Bernice Subdivision: Rick Blackwelder looked over the plans for the Bernice subdivision. He made his recommendations on things that needed to be fixed in order to move forward.

Advanced Paving: Bruce contacted Advanced Paving in regards to clearing the lot out back of the sewer commission where the solar array is going to be placed. Bruce was told it would take about three days to clean the sight and cost around \$4000.00. Before approving this the sewer commission wanted to review the solar contract they have with Revision Energy and have someone come in to answer any questions they might have. Bruce said he would called them and set that up.

Container: Bruce informed the commissioners that a container was going to need to be rented to through all the waste metal and other things that are in the field behind the sewer commission office. Bruce said that it was expected to be around \$500.00.

Winds: Due to the high winds some pine tree debris ended up in the clarifier down at the plant. Never in all of Bruce's years here has that ever happened. Mike and Bruce were able to clear the debris themselves.

Main St. Pump Station: The Main Street pump station contract is all set. The sewer commission just need to discuss with Guy Beloin where the money to pay for this project is best allocated from. Bruce would like to have a contract with Graves Engineering done up for them to inspect the pump station throughout the building process.

Village Water: Hooksett Village water works is having a Village Expansion meeting tonight at 6:00pm at the Library.

Easement: Bruce is in contact with Dan Tatum in regards to the easement that is being written up for the land that the Sewer Commission used to go under the river.

Old Business: None

New Business: The next sewer commission meeting is Tuesday March 17, 2020
The sewer commission wanted to announce that during their regularly posted workshop they had their first interview for the Superintendent's position.

Non Public: The sewer commission did not go into non-public session

Public Input: None

Adjournment: Commissioner Richard Bairam made motion to adjourn at 1:34pm. Commissioner Frank Kotowski seconded. All in favor, the motion was carried unanimously.

Respectively Submitted,

Meeting Minutes March 3, 2020



Frank Kotowski

Clerk

STAFF REPORT – TIF District Sewer Design

Background Information

Underwood Engineering has submitted a proposal for the final design of the sewer and water in the TIF District. The proposal is in the form of an amendment to their existing contract. The amendment changes the amount of the contract as follows:

Current Contract Amount:	\$431,800 (for the Engineering Study and Preliminary Design)
Proposed Amendment:	\$807,200 (for the Final Design)
Revised Contract Amount:	\$1,239,000

Remaining engineering costs will include construction monitoring costs to be determined at a later date.

The following is attached.

- Proposed Amendment
- Financial Summary
- Overview Plan

The proposed scope of work is as discussed at the January 22, 2020 Town Council Meeting where the Town Council approved of the Design Scope summarized as follows:

Phase 1 and 2:

- Phases 1 and 2 will take place in the Exit 10 area. These phases include:
 - A new pump station in the Kimball Drive area and a second river crossing to connect the proposed sewer to the Martins Ferry Road pump station.
 - Phase 1 will require gravity sewer from the new pump station on Kimball Drive to Route 3A at the intersection of Goonan Road.
 - Phase 2 will require gravity sewer from the new pump station on Kimball Drive to Route 3A just north of the self-storage facility.

Phase 3

- Phase 3 takes place in the Tri-Town Arena area and services the Supreme Industries development, the Bayview Terrace neighborhood and ultimately Cross Street.
- Included under Phase 3,
 - The Tri-Town Pump Station (TTPS) would be constructed.
 - A new Gravity Sewer and water main would be installed from TTPS south to Cross Road
 - Supreme Industries would install the sewer and water from Rt 3A westerly on Cross Road and then north through two State owned properties and across their property to a designated point on Hackett Hill Road. Easements will be required from the State to cross their properties.

Phase 4

- Phase 4 includes the Palazzi property, and other properties in the area of Exit 11.

Phase 5

- Included under Phase 5 is a new Gravity Sewer along Rte 3A from Meadowbrook Lane to 124 West River Road (Rte 3A), and;
- Also included is a new water main to connect the Manchester Water Works system near Dunkin Donuts to the Hooksett Village Precinct's water system near Sunrise Boulevard.

Recommendation:

Approve of the Town Administrator signing Amendment No. 1 of Underwood Engineering's contract with the City.

Suggested Motion:

Motion to approve of the Town Administrator signing Amendment No. 1 of Underwood Engineering's contract with the City to increase the existing contract by \$807,200 for a new contract amount of \$1,239,000.

Amendment No. 1

**Engineering Contract Phase II – Final Design
Contract for Professional Services
for
Treatment Works
Town of Hooksett, New Hampshire**

WHEREAS, an AGREEMENT made and entered into at Hooksett, New Hampshire, on the 17th day of June, 2019, by and between the Town of Hooksett, NH, hereinafter called the OWNER, and Underwood Engineers, Inc. hereinafter called the ENGINEER for engineering work required for the Design of the Route 3A Sewer Extension Project, and

WHEREAS, the scope of work now requires Final Design of the Project, as further defined in “Attachment A” – **Final Design Phase Engineering Assistance**, and

WHEREAS, an amendment is needed to modify the scope of work and fee.

NOW, THEREFORE, in consideration of the agreement an amendment is hereby agreed to by the OWNER and the ENGINEER as follows:

- A. Change Section III – Time of Completion, Paragraph A., on Page 2 from 210 consecutive calendar days to **930 consecutive calendar days**.
- B. That the dollar amount in Section IV, Paragraph A.2, on Page 3 be amended to read:

“, a fee not to exceed one million, two hundred thirty-nine thousand dollars **(\$1,239,000.00)**”. (Previous fee = \$431,800.00; **plus Amendment No. 1 increase = \$807,200.00**).
- C. That the dollar amount in Section IV, Paragraph B.1 (Design), on Page 3 be amended to read:

“, a fee not to exceed nine hundred thirty-three thousand, six hundred dollars **(\$933,600.00)**”. (Previous fee = \$303,000.00; **plus Amendment No. 1 increase = \$630,600.00**).
- D. That the dollar amount in Section IV, Paragraph B.2 (Survey), on Page 3 be amended to read:

“, a fee not to exceed one hundred ninety-one thousand, eight hundred dollars **(\$191,800.00)**”. (Previous fee = \$77,200.00; **plus Amendment No. 1 increase = \$114,600.00**).

E. That the dollar amount in Section IV, Paragraph B.3 (Subsurface), on Page 3 be amended to read:

“, a fee not to exceed one hundred thirteen thousand, six hundred dollars (**\$113,600.00**)”.
(Previous fee = \$51,600.00; **plus Amendment No. 1 increase = \$62,000.00**).

The OWNER and the ENGINEER hereby agree to this Amendment.

ENGINEER: Underwood Engineers, Inc.

OWNER: Town of Hooksett, NH

By: Keith A. Pratt, P.E., President
Date: _____

By: Andre Garron, Town Administrator
Date: _____

APPROVED: Department of Environmental Services
Water Division

By: Dennis J. Greene, P.E.
Date: _____

****It is understood that as an act in furtherance of its statutory authority to approve engineering agreements for sewerage facilities, the DIVISION's approval does not impose any contractual obligation or liability on the State of New Hampshire, the Department of Environmental Services or the DIVISION.**

Approved as to form:

Legal Counsel

*Signatures should be supported by appropriate document.

N2803

ATTACHMENT 'A'
Town of Hooksett, NH
RFP 19-06 Sewer Expansion
Engineering Contract Phase II – Final Design Phase – Engineering Assistance

Scope of Services
February 26, 2020

Background:

This proposal represents Phase II of the original contract for Professional Services dated June 17th, 2019 between the Town of Hooksett, NH, the New Hampshire Department of Environmental Services, and Underwood Engineers of Portsmouth, New Hampshire. The Town wishes to construct water and sewer utilities along the Route 3A corridor from the Manchester/Hooksett town line to the Route 3A/Hackett Hill intersection near the Rte. 93 Exit 11 exchange. No sewer currently exists along Route 3A through this section. Manchester Water Works supplies water on the southern end and the Hooksett Village Water Precinct supplies water on the northern end with a gap in service in between.

Underwood Engineers recently completed a Final Planning Stage Technical Memorandum dated January 22, 2020 which contained recommendations for the new water and sewer utilities to be constructed in this area which were unanimously accepted by the TIF Advisory Board (TAB) and the Town Council.

Underwood Engineers is currently preparing 30% Preliminary Design Drawings for the proposed Rte. 3A corridor water and sewer utilities under Part 1 of the contract.

The purpose of this scope is to establish a final design scope and fee now that the project has been fully defined.

It should be noted that the Town has requested that all areas recommended for new municipally owned sewer and water expansion (per 1/22/20 Final Planning Stage Technical Memorandum) be designed under this portion of the contract with the understanding that construction of the new utilities will be phased over time as available funding allows. This portion of the contract assumes that four (4) separate sets of bid documents will be created: (1) Phase 1 and Phase 2 together; (2) Phase 3, (3) Phase 4; and (4) Phase 5 (refer to attached Workplans for Phases). Future design updates may be necessary under separate contracts if phasing is beyond a year or two out.

Scope of Services:

Underwood Engineers proposes to perform the following Final Design Phase Scope of Services (per 1/22/20 Final Planning Stage Technical Memorandum) based on approx. 32,600 linear feet of new gravity sewer main (solid pink, purple and green lines) and 10,850 linear feet of new

water main (dashed blue and pink lines) as shown on the attached workplan drawings 1-3, one new submersible pumping station on Kimball Drive including new double barrel force main directionally drilled under the Merrimack River, and wet well/pump/electrical/instrumentation upgrades to the existing Martins Ferry Pumping Station.

Task 1 – Additional Survey

Under the previously authorized 30% Preliminary Design Phase, topographic maps have been created for all of the proposed work areas utilizing aerial photography, with the exception of the pump station sites and the river crossing which were ground surveyed. The goal of this scope will be to conduct ground survey through the aerial photography areas to pick up key details and add them to the existing plans, as well as pick up topography in areas that were obstructed by tree cover. Further, easement documents and recordable easement plans for sewer/water main crossings on up to twenty (20) individual lots will be created, including two on NHDOT owned lots.

Deliverables

- Updated topographical base plans for up to 32,600 linear feet of project
- Up to twenty (20) sets of easement documents including recordable easement plans for Town Council review and Town execution and recording

Task 2 – Additional Subsurface Exploration

Under the 30% Preliminary Design Phase, soil borings to 30 feet deep or refusal were performed along the entire route of all proposed utility work areas. Because the work area expanded from 26,750 linear feet to 32,600 linear feet, the pumping station borings and the 25 ledge probes could not be completed within the available budget. Under this scope, two soil borings will be performed at the proposed Kimball Drive Pumping Station site, three soil borings will be performed along the proposed Kimball Drive Pumping Station force main route under the Merrimack River (via barge), 1 soil boring will be performed on the Martins Ferry Pumping Station side of the river crossing, and up to 40 ledge probes will be performed along Rte. 3A and Technology Drive. Note: An observation well will be installed in one of the two borings at the Kimball Drive Pumping Station site.

Deliverables

- Updated geotechnical report for up to 32,600 linear feet of project with foundation and pipe installation recommendations
- Geotechnical report section specific to Merrimack River crossing

Task 3 – Final Design and Bid Document Preparation

Final Design tasks are proposed as follows:

- Final civil drawings depicting the proposed sewer and water alignment plan and profile, as well as roadway reconstruction or repair, will be developed for each of the four sets of bid documents to be produced. Note: The water main on the Tri-Town Ice Arena lot will be brought to the north side of the building as a full-sized main to be extended out to Rte 3A under the pumping station project which is a separate contract.
- For both wastewater pumping stations, final site layout/site grading/site yard piping plan(s) will be developed.
- Final drawings will be developed for the construction of the new wastewater pumping station building. These will include architectural, structural, process, mechanical (HVAC), electrical and instrumentation plans.
- Final drawings will be developed for the construction of the upgrades to the Martins Ferry wastewater pumping station building. These will include process, electrical and instrumentation plans.
- Final drawings will be developed for a below grade pressure reducing/meter vault at the interconnection point between the MWW and HVWP water systems to include structural, process, mechanical (HVAC), electrical and instrumentation plans.
- Detail sheets will be prepared for process details, water details, sewer details, stormwater details, roadway details, and erosion control details for each of the four sets of bid documents to be produced.
- Traffic control plans will be developed and included in the Appendix of each of the four sets of bid documents to be produced.
- Project specifications will be prepared to include the contractual front-end documents as well as the pertinent technical specifications. Specifications will be prepared utilizing CSI document format and will include documents appropriate for funding eligibility with the funding agencies that are pursued. One set will be produced for each of the four sets of bid documents.
- Two copies of all plans and specifications will be submitted to the Town at the 60% completion point for review and comment.
- Attend and facilitate a 60% design review meeting with the Town.
- Two copies each of all 90% complete documents will be provided to the Town and NHDES (wastewater and water) and one copy to NHDOT, HSC, HVWP, and MWW for review and comment. A copy will also be provided to each additional funding partner at this stage (up to two assumed).
- Attend and facilitate a 90% design review meeting with all stakeholders.
- Review comment edits will be made and two sets each of the final P.E.-stamped documents shall be submitted to the Town and NHDES (wastewater and water) and one copy to NHDOT, HSC, HVWP and MWW. A copy will also be provided to each additional funding partner (up to two assumed).
- A final design engineer's opinion of probable construction cost for the new facilities will be provided based on the bid tabulations prepared for each of the four sets of bid documents.

- The proposed location of all new proposed utilities will be exported from AutoCAD to ArcGIS and provided to the Town.

Deliverables

- Draft 60% bid documents
- Draft 90% bid documents
- Final 100% bid documents
- Final Engineer's Opinion of Probable Project Cost
- GIS layers for all proposed new utilities

Task 4 – Permitting Assistance

For this portion of the contract, it has been assumed that the only permits that will be necessary will be a Minor Wetlands Permit, a Shoreland Protection Permit, a NHDOT Long Form Trench Permit, and a NHDOT Use and Occupancy Agreement. Work includes completing an archeological Phase 1B assessment in accordance with the findings of the Preliminary Engineering Phase 1A report.

NOTE: Additional permits may be required. If so, additional scope and fee will be required for those permits.

Deliverables

- Minor Wetlands Permit Application
- Shoreland Protection Permit Application
- NHDOT Long Form Trench Permit Application
- NHDOT submission to support a Use and Occupancy Agreement along Rte. 3A
- Archeological Phase 1B Report

Task 5 – Funding Assistance

For this portion of the contract, it has been assumed that funding will be obtained from the NHDES CWSRF, NHDES DWSRF, and the NHDES DWGTF. NOTE: Additional funding may be available. If so, additional scope and fee will be required for assistance with those programs.

Deliverables

- Two CWSRF Loan Pre-applications
- Two full CWSRF Loan Applications
- One DWSRF Loan Pre-application
- One full DWSRF Loan Application
- One full DWGTF Funding Application

Task 6 – Meetings and Coordination

For this portion of the contract, it has been assumed that multiple coordination meetings will be required to provide design updates and coordinate the progression of the four sets of bid documents with the multiple parties involved as well as with potential service connection customers. It is also assumed that attendance and presentations will be needed at multiple Warrant Article meetings as follows:

- Up to twenty (20) meetings with entities such as Town Council, Economic Development Committee, TIF Advisory Board, Hookset Sewer Commission, Hooksett Village Water Precinct, Manchester Water Works, NH Department of Transportation, and Liberty Utilities
- Conduct site visits to up to 100 homes/buildings to determine the location of existing water and septic services both outside and within the basement to coordinate the location and depth of new municipal water and sewer services
- Set up and facilitate one (1) public meeting to present the final design and traffic control plans for all four sets of bid documents to the public and solicit feedback.
- Develop a tri-fold flyer for the 2021 Phase 1 and Phase 2 Warrant Article project for duplication and mailing by the Town.
- Attend and present on the 2021 Phase 1 and Phase 2 Warrant Article at a Town Council Meeting
- Attend and present on the 2021 Phase 1 and Phase 2 Warrant Article at a Budget Committee Meeting
- Attend and present on the Phase 1 and Phase 2 Warrant Article at the February 2021 Deliberative Session

Deliverables

- Meeting Agendas and Minutes
- Up to 100 building lot sketches showing existing water and sewer utilities general location
- Tri-fold brochure for 2021 Phase 1 and Phase 2 Warrant Article project
- PowerPoint presentations for Public Information Meeting and for 2021 Phase 1 and Phase 2 Warrant Article Meetings

Task 7 – Technical Assistance

Under this portion of the contract, the Town of Hooksett is requesting a \$25,000.00 allowance for on-call assistance for engineering services to support the Rte. 3A project that are not included in the above Tasks 1-6. These services are undefined at this point and will vary in size and scope. The assistance may include a phone call discussion, meeting attendance, and/or the development of a technical memo or letter report. The assistance is intended to rely on the Engineer's expertise and skills to assist with decisions as the Town of Hooksett navigates design completion of this project. Work will only be performed under this task after receipt of a written request from the Town authorizing the new scope item and an acceptable amount to be billed for that item.

COST OR PRICE SUMMARY FORMAT FOR SUBAGREEMENTS UNDER NH SAG & SRF				Form Approved DES 11/00
PART I - GENERAL				
1. GRANTEE / LOANEE Town of Hooksett, Hooksett, NH			2. GRANT/LOAN NO.	
3. NAME OF CONTRACTOR OR SUBCONTRACTOR Underwood Engineers, Inc.			4. DATE OF PROPOSAL February 26, 2020	
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include ZIP) 99 North State Steet, Concord, New Hampshire 03301			6. TYPE OF SERVICE TO BE FURNISHED Engineering Services - Fnl Design Phase	
PART II - COST SUMMARY				
7. DIRECT LABOR (Specify labor categories)	HOURS	HOURLY RATE	ESTIMATED COST	TOTALS
Principal	46	\$64.52	\$2,967.92	
Senior Project Manager	338	\$54.50	\$18,421.00	
Project Manager	368	\$47.00	\$17,296.00	
Senior Project Engineer	871	\$43.00	\$37,453.00	
Project Engineer	1119	\$33.00	\$36,927.00	
Technician	1084	\$33.00	\$35,772.00	
Resident Engineer	0	\$35.00	\$0.00	
Clerical	521	\$24.50	\$12,764.50	
DIRECT LABOR TOTAL:				\$161,601.42
8. INDIRECT COSTS (Specify indirect cost pools)	RATE	x BASE =	ESTIMATED COST	
	1.76	\$161,601.42	\$284,418.50	
INDIRECT COST TOTAL:				\$284,418.50
9. OTHER DIRECT COSTS				
a. TRAVEL			ESTIMATED COST	
(1) TRANSPORTATION			\$920.00	
(2) PER DIEM			\$0.00	
TRAVEL COSTS TOTAL:			\$920.00	
b. EQUIPMENT, MATERIALS, SUPPLIES (Specify categories)			ESTIMATED COST	
phone, postage, fax, misc. (allowance)	1	\$1,655.46	\$1,655.46	
EQUIPMENT SUBTOTAL:			\$1,655.46	
c. SUBCONTRACTS			ESTIMATED COST	
Survey, Subsurface, Architectural, Structural, Mechanical			\$185,000.00	
Elect/Instru, Archaeological, Bldg Inspect, Outside Duplication			\$102,500.00	
			\$0.00	
SUBCONTRACTS SUBTOTAL:			\$287,500.00	
d. OTHER (Specify categories)			ESTIMATED COST	
copies, prints			\$0.00	
			\$0.00	
OTHER SUBTOTAL:			\$0.00	
e. OTHER DIRECT COSTS TOTAL:			\$290,075.46	
10. TOTAL ESTIMATED COST				\$736,095.38
11. PROFIT				\$71,104.62
12. TOTAL PRICE				\$807,200.00

[illegible]

PART IV - DIRECT LABOR BY CATEGORY	
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14. INSERT THE APPROPRIATE WORK CATEGORY IN THE TABLE BELOW. WORK CATEGORIES WOULD INCLUDE BUT NOT BE LIMITED TO THOSE CATEGORIES SHOWN IN THE CONTRACT DOCUMENTS SUCH AS DESIGN, SURVEY, SUBSURFACE, CADASTRAL, O&M MANUAL, ADMINISTRATION, INSPECTION, RECORD DWGS., START-UP, SPECIAL SERVICES, ETC.

TASK ➔											Total Hours	Rate	Cost
	Surv	Subs	FD	Per	Fund	Meet	Tech						
Principal	2	1	27	0	2	6	8				46	\$64.52	\$2,967.92
Sr. Project Manager	18	8	176	18	22	64	32				338	\$54.50	\$18,421.00
Project Manager	0	0	332	0	2	10	24				368	\$47.00	\$17,296.00
Sr Project Engineer	62	34	572	64	19	80	40				871	\$43.00	\$37,453.00
Project Engineer	84	34	756	90	77	38	40				1119	\$33.00	\$36,927.00
Technician	58	16	916	50	4	16	24				1084	\$33.00	\$35,772.00
Resident Engineer											0	\$35.00	\$0.00
Clerical	28	4	356	28	25	60	20				521	\$24.50	\$12,764.50
TOTAL											4347		
													\$161,601.42

PROPOSED FEE FOR STUDY AND PRELIMINARY DESIGN SERVICES

Final Design Services RFP 19-06 Sewer Expansion Hooksett, New Hampshire

2/26/2020

LABOR BUDGET		Budgeted Hour per Employee Classification							TOTAL HOURS
Task	Activity	Principal	Sen. Proj. Manager	Project Manager	Sen. Proj. Engineer	Project Engineer	CADD Technician	Office Admin.	
1	Additional Survey								
1.1	Coordinate with Doucet		8		8	8		8	32
1.2	Receive Doucet drawings		2		4	4	12		22
1.3	Field check drawings		1		16	16	4		37
1.4	Provide feedback to Doucet		1		2	4	2		9
1.5	Review NHDOT/Power/Gas drwgs	1	1		8	8			18
1.6	Review Water drwgs	1	1		4	4			10
1.7	Create 20 easement docs&drwgs		4		20	40	40	20	124
	TASK SUB-TOTAL	2	18	0	62	84	58	28	252
2	Additional Subsurface Exploration								
2.1	Coordinate with RWG		4		4	4		4	16
2.2	Field paint explor		1		8	8	2		19
2.3	Receive Doucet explor locations		1		2	2	8		13
2.4	Field locate explor w/ GPS		1		16	16	2		35
2.5	Review rpt and provide feedback	1	1		4	4	4		14
	TASK SUB-TOTAL	1	8	0	34	34	16	4	97
3	Final Design								
3.1	title/index/general notes (3x4)		4	4	8	8	24		48
3.2	Site layout/grading/yard piping plans (4)		2	8	8	8	24		50
3.3	Coord/review archit		2	2	16	24	24	2	70
3.4	Coord/review struc		2	2	16	24	24	2	70
3.5	Coord/review mech		2	2	8	24	24	2	62
3.6	Coord/review elec		2	2	8	24	24	2	62
3.7	Coord/review instr		2	2	8	24	24	2	62
3.8	Process plans & details (6)		8		40	60	100		208
3.9	Road plan/profile (33)		4	100	200	50	350		704
3.10	Traffic Control Plans (4)		4	16	16	32	48		116
3.11	Wtr/Sewer/Drain/Road details (4x4)		8	32	48	48	64		200
3.12	Specs (4)	4	8	16	48	120		120	316
3.13	Front end (4)	4	8	16	48	120		120	316
3.14	60% Submittal and Meeting		12	16	16	16	16	16	92
3.15	Revisions		8		16	24	80	16	144
3.16	90% Submittal and Meeting		12	16	16	16	16	16	92
3.17	Revisions		4		8	24	40	4	80
3.18	100% Submittal		2	4	4	8	8	8	34
3.19	Final cost opinions (4)	6	12	16	16	30			80
3.20	Monthly In-house Meetings		24	24	24	24	24		120
3.21	Monthly Progress Rpts		6			12		12	30
3.22	QA/QC and Design Review	8		40					48
3.23	Draft 20 ease for Legal Review	4		10		20		20	54
3.24	Apply for 2 NHDOT easements	1		4		16	2	2	25
3.25	ProMan/QA/QC		40					12	52
	TASK SUB-TOTAL	27	176	332	572	756	916	356	3135
4	Permitting Assistance								
4.1	Prepare Wet App		2		8	24	32	8	74
4.2	Respond to Comments on Wet App		2		2	8	4	4	20
4.3	Prepare Shoreland App		1		16	8	4	2	31
4.4	Respond to Comments on Shore App		1		2	4	2	2	11
4.5	NHDOT Use and Occupancy		2		8	12	4	2	28
4.6	Meeting		2		8	12		2	24
4.7	NHDOT Long Form Trench Permit		4		8	16	4	4	36
4.8	DHR Meeting		2		8	2			12
4.9	Arch coord		2		4	4		4	14
	TASK SUB-TOTAL	0	18	0	64	90	50	28	250
5	Funding Assistance								
5.1	CWSRF Pre-Applications (2)		4		2	6		2	14
5.2	CWSRF Applications (2)		4		8	24		8	44
5.3	DWSRF Pre-Application (1)		2		1	3		1	7
5.4	DWSRF Application (1)		2		4	12		4	22
5.5	DWGTF Application (1)	2	4		4	24	4	8	46
5.6	Consult meeting with DWGTF		4			8			12
5.7	Assist with refinance of \$2.5M loan		2	2				2	6
	TASK SUB-TOTAL	2	22	2	19	77	4	25	151

6	Meetings and Coordination							
6.1	20 Meetings		40		60	20		160
6.2	Coord w/ building inspections		4	8		8	4	24
6.3	Tri-fold Brochure	2	2	2	2	2	4	18
6.4	Public Meeting (1)	4	8		8	8	8	44
6.5	Three Warrant Article Meetings		10		10		4	28
	TASK SUB-TOTAL	6	64	10	80	38	16	274

7	Technical Assistance							
7.1	On-Call Tech Assist	8	32	24	40	40	24	188
	TASK SUB-TOTAL	8	32	24	40	40	24	188

Sub - Total Hours	46	338	368	871	1119	1084	521	4347
Hourly Rate (\$ per hour)	\$64.52	\$54.50	\$47.00	\$43.00	\$33.00	\$33.00	\$24.50	
Direct Labor (Hrs. x \$Hr. Rate)	\$2,967.92	\$18,421.00	\$17,296.00	\$37,453.00	\$36,927.00	\$35,772.00	\$12,764.50	\$161,601.42
Indirect Labor (176.00% x Direct Labor)								\$284,418.50
Profit								\$71,104.62
LABOR SUBTOTAL								\$517,124.54

EXPENSE BUDGET				
Description	Unit Cost	Unit	Quantity	Cost
Mileage	\$0.575	each	1,600	\$920.00
Postage	\$490.00	Unit	1	\$490.00
Phone	\$1.85	Unit	430	\$795.50
Photocopying (b/w)	\$0.08	each	0	\$0.00
Photocopying (color)	\$0.30	each	0	\$0.00
Drawings	\$1.50	each	0	\$0.00
Miscellaneous	\$369.96	each	1	\$369.96
Sub-Consultants				
Survey	\$85,000	Unit	1	\$85,000.00
Subsurface	\$50,000	Unit	1	\$50,000.00
Architectural	\$15,000	Unit	1	\$15,000.00
Struc	\$25,000	Unit	1	\$25,000.00
Mech	\$10,000	Unit	1	\$10,000.00
Elect/Instru	\$40,000	Unit	1	\$40,000.00
Archaeological	\$46,000	Unit	1	\$46,000.00
Building Inspections	\$12,500	Unit	1	\$12,500.00
Outside Duplication	\$4,000	Unit	1	\$4,000.00
EXPENSE SUBTOTAL				\$290,075.46

TOTAL PROPOSED COST	\$807,200.00
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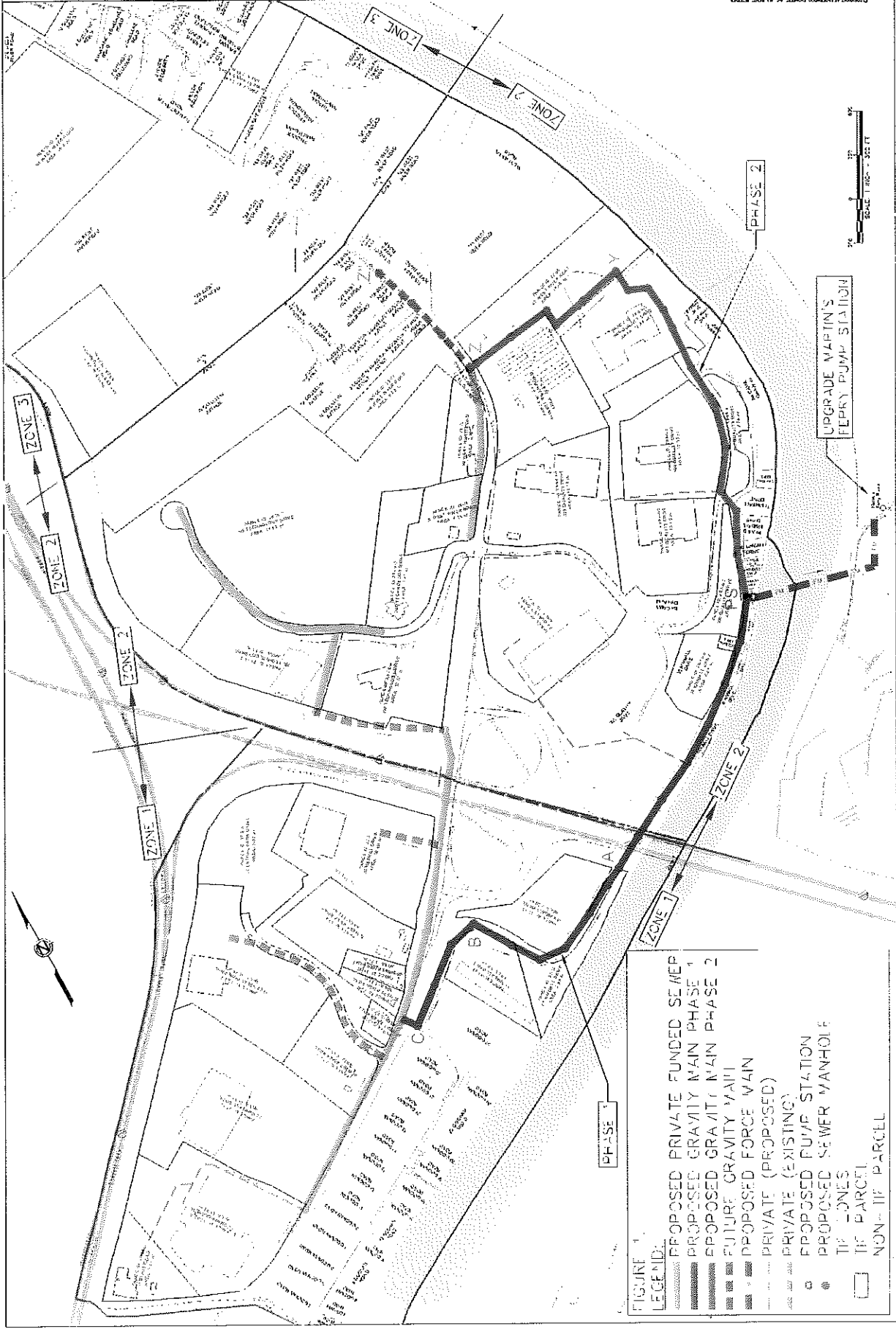
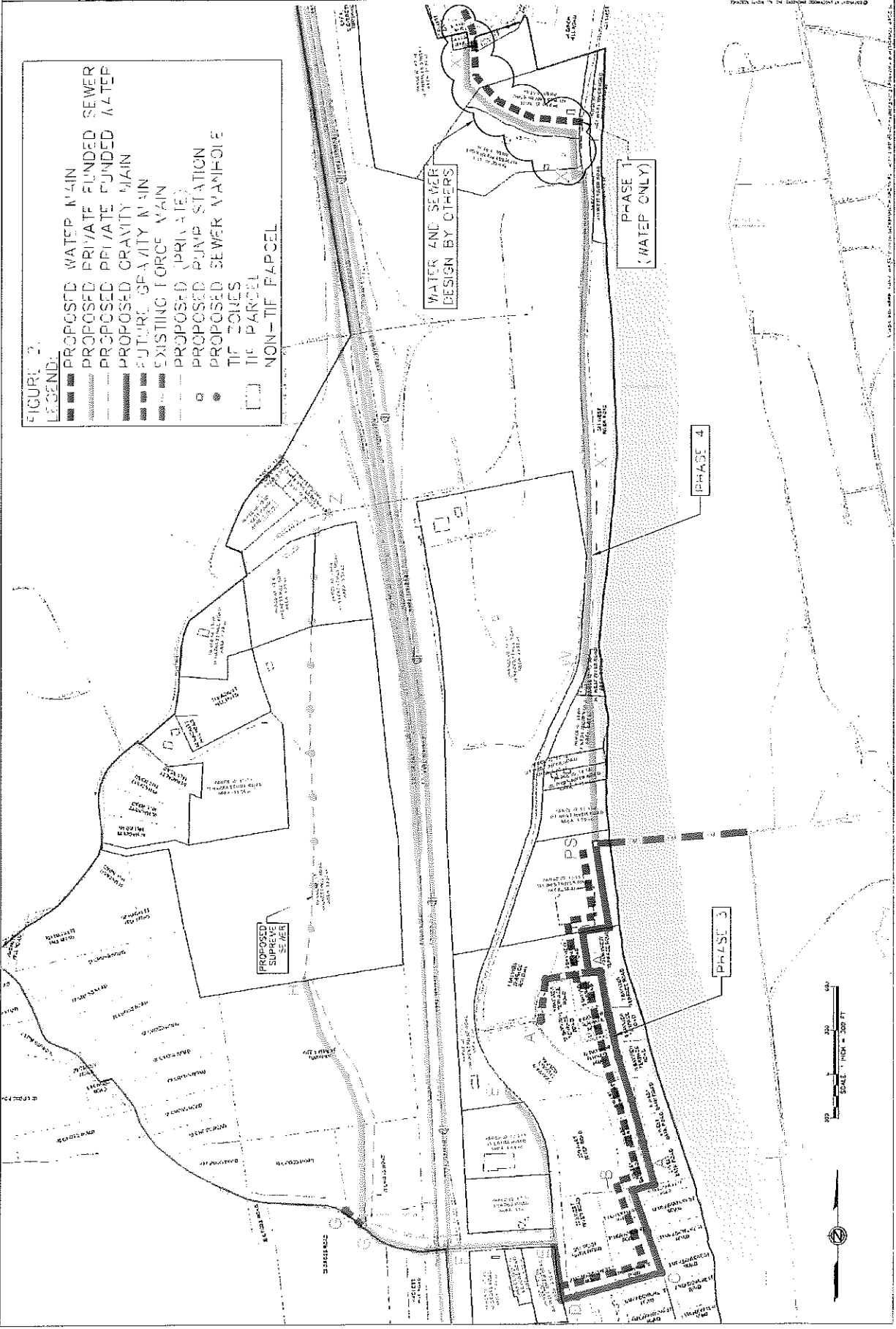


FIGURE 1

LEGEND:

- PROPOSED PRIVATE FUNDED SEWER
- PROPOSED GRAVITY MAIN PHASE 1
- PROPOSED GRAVITY MAIN PHASE 2
- FUTURE GRAVITY MAIN
- PROPOSED FORCE MAIN
- PRIVATE (PROPOSED)
- PRIVATE (EXISTING)
- PROPOSED PUMP STATION
- PROPOSED SEWER MANHOLE
- TR LINES
- TR PARCEL
- NON-TR PARCEL



TIF District Funding Summary

Total Estimated Costs:

Phase 1:	\$6,710,000
Phase 2:	\$1,770,000
Phase 3 &4:	\$6,740,000
Phase 5:	\$5,850,000
 Total Costs:	 \$21,070,000

Existing Estimated Funding:

- \$1,200,000 from Hooksett Sewer Commission
- \$2,250,000 from TIF - \$450K per year for 5 years (2018-2022)
- \$2,500,000 CWSRF Loan (2.0 % anticipated) = \$153,000 per year. This can be paid with annual TIF income with first payment in 2023.

Proposed Estimated Funding:

- \$4,850,000 CWSRF Loan (2.0% interest for 20 years.
- \$10,270,000 from tax base

Total Funding: \$21,070,000

In addition to the above, we are working with the Sewer Commission to investigate the increase of sewer connection fees that could yield over \$3,000,000.



ROUTE 3A TIF DISTRICT

Town of Hooksett

PROPOSED SEWER & WATER FUTURE PHASE
SEWER DESIGN - TO BE COMPLETED BY OTHERS
WATER DESIGN - COMPLETE
CONSTRUCT - 2024

PROPOSED SEWER PHASE 1
DESIGN - 2020
CONSTRUCT - 2021

PROPOSED WATER PHASE 5
DESIGN - 2021
CONSTRUCT - 2025

PROPOSED SEWER & WATER PHASE 3
DESIGN - 2021
CONSTRUCT - 2023

ZONE 3

ZONE 1

ZONE 2

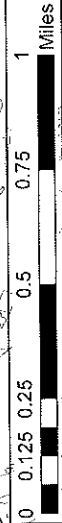
PROPOSED SEWER PHASE 4
DESIGN - 2021
CONSTRUCT - 2023

PROPOSED SEWER PHASE 5
DESIGN - 2021
CONSTRUCT - 2025

PROPOSED SEWER PHASE 2
DESIGN - 2020
CONSTRUCT - 2021

Legend

- PROPOSED WATER - PHASE 5
- PROPOSED WATER - PHASE 3
- PROPOSED WATER - PHASE 1
- PROPOSED SEWER - PHASE 5
- PROPOSED SEWER - PHASE 4
- PROPOSED SEWER - PHASE 3
- PROPOSED SEWER - PHASE 2
- PROPOSED SEWER - PHASE 1
- EXISTING FORCE MAIN
- PROPOSED PUMP STATION
- EXISTING SEWER MAIN (DRY)
- TIF PROPERTIES
- TIF STUDY AREA BORDER
- BUILDING FOOTPRINT
- ZONES



Town of Hooksett,
New Hampshire

