



THE CITY OF NASHUA

Division of Public Works

Administration

"The Gate City"

Board of Public Works Meeting of February 29, 2016

Agenda

A meeting of the Board of Public Works is scheduled for Monday, February 29, 2016 at 5:30 p.m. at the Auditorium at City Hall, 229 Main Street, Nashua, NH 03060.

- I. Motion:** To approve the Agenda as presented.
- II. Motion:** To approve the Minutes of the Board of Public Works Meeting of January 21, 2016.
- III. Public Comment**
- IV. Parks & Recreation Department:**
 - A. Motion:** To approve the award of the 2016 City 4th of July Fireworks Celebration contract to the low qualified bidder, Atlas PyroVison Entertainment Group of Jaffrey, N.H., in an amount not to exceed \$14,500. Funding will be through Department: 177 Park and Recreation; Fund: General; Account Classification: 55 Other Services.
 - B. Informational:** To accept and place on file the 2015 Emerald Ash Borer update from the State of NH.
 - C. Informational:** To accept and place on file the letter from the NHIAA regarding the use of City facilities.
 - D. Informational:** To accept and place on file the information from Eversource regarding power transmission line tree work planned for 2016.
 - E. Motion:** To approve the proposed relocation of the David Deane Skateboard Park to Stadium Drive in the area identified as location A on the attached map.
- V. Street Department:**
 - A. Motion:** To eliminate the positions of Traffic Supervisor and Operations Coordinator and create the position of Traffic Foreman and Street Operations Supervisor. Funding for the positions will be through: Department: 161-Streets; Fund: General; Account Classification: 51-Salaries & Wages.
 - B. Motion:** To accept the retirement of David Essensa, Collection System Technician, Wastewater Department (currently Street Department).
- VI. Wastewater Department**
 - A. Motion:** To approve the User Warrants as presented.

- B. Motion:** To approve the selection of Ryan Pelissier of Allenstown, NH to the position of Mechanic WWTP 1st Class at the Wastewater Treatment Plant. Starting salary for this position will be \$26.44/hour for a yearly salary of \$54,995.20. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.
- C. Motion:** To approve Change Order #1 in the amount of \$2,491.70 to the contract with Clarity Water Technologies of North Congers, NY for the steam boiler water treatment service at the Wastewater Treatment Facility. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 54 Property Services.
- D. Motion:** To approve Change Order #2 of the construction contract for the NWTF Roof Replacements Project contract to Rockwell Roofing, Inc. in the amount of \$25,723. Funding will be through Department: 169 Wastewater; Fund: WERF; Account Classification: 81 Capital Outlay/Improvements.
- E. Motion:** To approve a contract to Woodard & Curran for professional services for immediate upgrades to SCADA, the installation of a wireless control system and the design costs for upgrading the overall control and SCADA system in the amount of \$188,500. Funding will be through: Department: 169 - WERF; Fund: Wastewater; Account Classification: 81 Capital Outlay/Improvements.
- F. Motion:** To approve the award of the three year contract for the Long-Term Management of Wastewater Biosolids to Casella Organics of Concord, NH, in the amount of \$1,215,030. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 54 Property Services.
- G. Motion:** To approve Amendment 1 to Woodard & Curran's contract for professional services for the Pump Station Upgrades project in amount not to exceed \$15,000 for additional design services. Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: Pump Station Upgrades
- H. Motion:** To approve the installation of a mag flow meter in the wet weather facility at the Wastewater Treatment Facility to Methuen Construction of Salem, NH in amount of \$15,860. Funding will be through: Department: 169 Wastewater; Fund: WERF; Account Classification: 81 Buildings & Improvements.
- I. Motion:** To approve the retirement of Plant Operations Supervisor John Adie effective February 19, 2016.
- J. Motion:** To approve the retirement of Electrical Diagnostic Tech 1 Raynald Houle effective February 19, 2016.

VII. Engineering Department:

- A. Motion:** To approve the Residential and Commercial Wastewater Service Permits and Fees as submitted.
- B. Motion:** To accept the resignation of Robert Saunders, Senior Staff Engineer, effective February 26, 2016.
- C. Motion:** To eliminate the Street Construction/Repair Permit Coordinator Position.
- D. Motion:** To approve Pole Licenses.

- E. Motion:** To approve the purchase of radar feedback school zone flashing solar powered signs from Marlin Controls Inc. of Uxbridge, MA in an amount of \$19,600. Funding will be through Department: 161 – Streets; Fund: General; Account Category: 61 Supplies & Materials.
- F. Motion:** To approve the award of the construction contract for the FY16 Paving Program to Brox Industries, Inc. of Dracut, MA in the amount of \$2,677,902.45. Funding will be through: Department: 161 Street; Fund: General; Activity: Paving; Department: 161 Street; Fund: Trust; Account Category: 54 Property Services; Department: 169 Wastewater; Fund: Wastewater; Activities: Sewer Structures and Sewer Rehab.
- G. Motion:** To approve the engineering contract for the Citywide Infiltration/Inflow Analysis to Wright-Pierce of Manchester, NH in an amount not to exceed \$168,893. Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: Inflow and Infiltration.
- H. Motion:** To approve the construction contract for the Amherst Street Improvements project with Continental Paving, Inc. of Londonderry, NH in an amount of \$1,397,360. Funding will be through Department 160 Admin/Engineering; Fund: Bond & Contributions; Activity: Amherst Street Road & Traffic Improvements.
- I. Motion:** To approve the construction phase engineering services contract with Greenman-Pedersen, Inc. of Wilmington, MA for the Amherst Street Improvements project in an amount of \$77,865. Funding will be through Department 160 Admin/Engineering; Fund: Bond & Contributions; Activity: Amherst Street Road & Traffic Improvements.
- J. Motion:** To approve the selection of Ms. Sonia Shahnaj of Lexington, MA for the position of Senior Staff Engineer in the City Engineering Department. Starting salary is \$65,305/year. Funding for this position will be through: Department: 160-Admin/Engineering; Fund: General Fund; Account Classification: 51 Salaries & Wages.

VIII. Administration

- A. Motion:** Vote for BPW Pension Board Representative
- B. Motion:** To accept the resignation of Eric Ryder, Superintendent of Streets, effective March 7, 2016.
- C. Informational:** Update on Burke Street
- D. Informational:** Director's Report

XI. Commissioner's Comments

XII. Non-Public Session

- A. Motion:** To move by roll call that the Board go into non-public session pursuant to RSA 91-A:3, II(c)(e) for the purpose of discussing matters which would be likely to adversely affect the reputation of a person or persons not a member of this Board if discussed in public.

Minutes of Board of Public Works
Meeting of January 21, 2016

A regular meeting of the Board of Public Works was held on Thursday, January 21, 2016 at 5:30 p.m. at the Auditorium at City Hall, 229 Main Street, Nashua, NH 03060.

Members Present

Mayor James Donchess, Chair	Lisa Fauteux, Director of Public Works
Commissioner Paul G. Bergeron	David Simmons, Superintendent of Wastewater
Commissioner Tracey Pappas	Jeff Lafleur, Superintendent of Solid Waste
Commissioner Kevin S. Moriarty	Eric Ryder, Superintendent of Streets
Commissioner Joel Ackerman	Andy Patrician, Division Operations Manager
	Jon Ibarra, Senior Foreman
	Jeanne Walker, Deputy Manager of Engineering
	Ken Siegel, Aldermanic Liaison

Mayor Donchess called the meeting to order at 5:30 p.m. and called the roll.

Mayor Donchess: Present

Commissioner Moriarty: Present

Commissioner Pappas: Present

Commissioner Bergeron: Present

Commissioner Ackerman: Present

Mayor Donchess opened the floor for a nomination to appoint a Vice Chair for the Board of Public Works.

MOTION: Commissioner Moriarty nominates Commissioner Bergeron for the position of Vice Chair.

SECONDED: Commissioner Pappas

MOTION CARRIED: Carried Unanimously

Mayor Donchess opened the floor for discussion of where future Board of Public Works Meetings will be held. Mayor Donchess suggested they be held at City Hall. Commissioner Bergeron agreed, stating that it is convenient for Alderman who may be attending other meetings and also comfortable for the public. Commissioner Moriarty noted that it is sometimes convenient to hold it at the Division headquarters because information and items can quickly be accessed if needed or forgotten. Director Fauteux responded that she is comfortable holding the meetings at City Hall. City Hall was decided as the future location for all Board of Public Works Meetings unless a certain meeting would benefit from being held at 9 Riverside Street.

Mayor Donchess asked if Thursday was a day that worked well for everyone to attend the meetings. Commissioner Pappas stated that meetings used to be held at City Hall on Mondays. She thinks it is a benefit to hold them on Mondays because Finance Meetings are held on Wednesday and feels that it would help the Finance Committee if we held our meetings before theirs. Also, she said the Auditorium tends to be open on Monday nights so it works well for scheduling the venue.

Mayor Donchess asked how often the Finance Committee votes contingent upon Board of Public Works approval. Commissioner Pappas stated frequently since the Finance Committee meets on Wednesdays and the Board of Public Works meets on Thursday. Director Lisa Fauteux responded that other than on rare occasions, items almost always go the Board of Public works prior to going to the Finance Committee. Alderman Siegel agreed with the Director. Mayor Donchess decided to keep it on Thursdays and will look at the schedule for room availability for future meetings.

MOTION: Commissioner Pappas to approve the Agenda as presented.

SECONDED: Commissioner Moriarty

MOTION CARRIED: Carried Unanimously

MOTION: Commissioner Pappas to approve the Minutes of the Board of Public Works Meeting of December 17, 2015.

SECONDED: Commissioner Moriarty

MOTION CARRIED: Carried Unanimously

Public Comment

Alderman Deane suggested discontinuing operating under Robert's Rules and changing them to Mason's Rules, therefore removing the need to "second" each motion. Mayor Donchess suggested placing on the agenda for next month.

Mayor Donchess acknowledged the presence of Alderman Deane, Alderman Karen and Alderman Lopez, Alderman Wilshire, Alderman O'Brian; Alderman McCarthy and Alderwoman Melizzi-Golja.

Street Department:

A. Informational: Presentation on Snow Operations: It was decided by the Board to hold off on the presentation until 6:00pm.

B. Motion: Commissioner Pappas to approve the hiring of Jason Hayden of Gilford, NH to the position of Foreman, Street Department. Starting salary for this position will be \$30.24 per hour for a yearly salary of \$62,908. Funding will be through: Department: 169-Wastewater Department; Fund: Wastewater; Account Classification: 51-Salaries & Wages.

SECONDED: Commissioner Moriarty

MOTION CARRIES: Unanimously

DISCUSSION:

This position was posted internally and there were 11 internal applicants.

The interview team of Eric Ryder, Street Superintendent, Nick Caggiano, Parks & Recreation Superintendent, and Jeff LaFleur, Solid Waste Superintendent developed interview questions related to the job and scored and rated the applicants. They also participated in a written test. Two candidates were selected for a second interview conducted by Lisa Fauteux, Director of Public Works, Andy Patrician, Division Operations Manager, and Larry Budreau, Human Resources Director. After review of the candidates, it was determined by both teams that Jason Hayden would be recommended for the position.

Jason Hayden has extensive experience with the City of Nashua. Based on the interview and past experience, it was determined that he would be a valuable asset to the City.

Commissioner Pappas asked why this position is listed under the Street Department and is funded through Wastewater. Director Fauteux explained that this position is the new Street Foreman position that was created through the elimination of the Wastewater Collection System Foreman. The primary supervisory responsibilities will be overseeing wastewater collection system repair and maintenance.

Solid Waste Department

- A. **Motion A:** Mayor Donchess to approve Change Order #2 to the contract with Northeast Earth Mechanics, Inc. (NEM) in the amount of \$164,340 to continue construction of the residential setback barrier wall in the Phase II landfill. Funding for this Change Order is through Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 81 Capital Improvements; Activity: Soil Wall.

SECONDED: Commissioner Moriarty

MOTION CARRIES: Unanimously

DISCUSSION:

NHDES Solid Waste Rules prohibit placement of municipal solid waste within 500 feet of a residential structure. The Four Hills lined expansion landfill (Phase I & II) was designed and constructed with the footprint of the landfill encroaching the 500-foot setback limit to residences on Farmwood Drive and Pioneer Drive. In order to comply with the residential setback rule, a barrier must be constructed within the footprint of the landfill to prevent waste from being placed in the setback. The barrier wall must be expanded annually as waste elevations in the landfill increase.

In May 2014 the City solicited bids for construction of Phase 1 of the soil wall under IFB0593-050514. Six contractors submitted bids for the project with Northeast Earth Mechanics (NEM) being the lowest bidder:

Vendor	Bid results
Northeast Earth Mechanics	\$163,727.50
Morello Construction	\$167,337.50
Daniel T. Ladd Site Work	\$203,300.00
Project Resource Group LLC	\$234,054.00
Greene & Russell, Inc.	\$266,000.00
SCS Field Services	\$297,405.00

Under the original contract in the amount of **\$163,727.50** Northeast Earth Mechanics (NEM) began initial construction in July 2014 of the residential setback barrier wall in the Phase II/Stage I landfill. Per the NHDES approved scope of work and contract executed June 10, 2014, NEM established a compacted soil foundation over the primary liner drainage sand and placed four lifts of concrete waste blocks on the foundation.

Change Order #1 in the amount of **\$163,912** provided for the continued construction of the wall to an elevation of 260 feet in the Phase II/Stage I landfill.

Change Order #2 in the amount of **\$164,340** will continue the foundation construction into the Phase II/Stage II landfill up to an elevation of 260 feet. It is the recommendation of the Solid Waste Superintendent to continue construction of the Set Back Barrier Wall with NEM. Upon approval of **Change Order #2** the **total cost of contract is \$491,979**.

Superintendent Jeff LaFleur joined the discussion. He explained that the barrier was originally called the soil wall and he changed the name to setback barrier wall to give it a more defined name. It is a wall that separates landfill waste from residential property. It is required by the DES that there be a 500 foot set back. It must be set up yearly. Northeast Earth Mechanics has performed the previous work.

- B. Motion:** Mayor Donchess to approve the selection of Mr. Brian Ricard of Nashua, NH to the position of Automated CEO Driver at the Solid Waste Department. Starting salary for this position will be \$24.01 per hour for a yearly salary of \$49,940.80. Funding for this position is through Department: 168-Solid Waste; Fund: Solid Waste; Account Classification: 51 Salaries & Wages.

SECONDED: Commissioner Pappas

MOTION CARRIES: Unanimously

DISCUSSION:

This position was posted per the AFSCME CBA and there were two internal applicants from the department.

The interview team of Jeffrey Lafleur, Solid Waste Superintendent, Andrew Patrician, DPW Operations Manager, Kevin Naro, Solid Waste Foreman, and Matt Leblanc, Solid Waste Foreman developed interview questions related to the job and scored and rated the applicants. The candidates were then administered a field test based on the requirements of the position. After review of the interviews and test scores, the Superintendent of Solid Waste recommends Mr. Ricard to the position of Automated CEO.

Mr. Ricard has been employed by the City for the past 15 years as a CEO driver and a backup Automated driver for the Solid Waste Department. Mr. Ricard currently holds a Commercial Driver's License, and has performed his duties well.

Wastewater

- A. Motion:** Mayor Donchess to approve the User Warrants as presented.

SECONDED: Commissioner Pappas

MOTION CARRIES: Unanimously

DISCUSSION:

- B. Motion:** Mayor Donchess to approve the selection of Mrs. Michelle S. Gaudette of Goffstown, NH to the position of Analytical Chemist at the Wastewater Treatment Plant. Starting salary for this position will be \$43,506 per year. Funding will be through:

Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

SECONDED: Commissioner Pappas

MOTION CARRIES: Unanimously

DISCUSSION:

This vacancy is the result of the promotion of Heather Larocque to Process Chemist at the BPW meeting held on December 17, 2015. This notice of vacancy was posted per the UAW – Professional CBA and there were no qualified internal applicants.

There were four qualified external candidates and all four were interviewed. The interview team consisted of David Simmons, Wastewater Superintendent, John Adie, Plant Operations Supervisor, Noelle Osborne, Laboratory Supervisor, James Lavalley, Maintenance Foreman, Heather Larocque, Process Chemist and Jeff Lafleur, Solid Waste Superintendent. The team asked a multitude of questions pertinent to the job.

After all four interviews, the interview team members unanimously agreed that, with over twelve years in laboratory experience, Mrs. Gaudette was the most qualified candidate. Mrs. Gaudette was also interviewed by Lisa Fauteux, Director of Public Works who also supports her candidacy.

Director Fauteux stated that Mrs. Gaudette is a very qualified candidate.

- C. **Motion:** Mayor Donchess to approve Change Order #2 in the amount of \$16,939.29 to the contract with Armand E. Lemire Company Co., Inc. of Hooksett, NH for the installation of new boilers at the Wastewater Treatment Facility. Funding will be through Department: 169 Wastewater; Fund: Wastewater; Account Classification: 81 Capital Improvements.

SECONDED: Commissioner Pappas

MOTION CARRIES: Unanimously

DISCUSSION:

The original contract in the amount of \$61,080 included labor only for the installation of the new boilers, demo the remaining boiler and install the condensate pump. Purchase Order # 123277 was issued. Change Order #1 in the amount of \$8,755.85 was processed when it was determined to be more advantageous to have Lemire purchase the materials (miscellaneous pipe fittings and check valves) directly.

Change Order #2 in the amount of **\$16,939.29** became necessary when the contractor went to install the three new condensate pumps, they discovered that the piping to and from the existing condensate pumps were so riddled with holes, that additional labor was necessary to replace the piping to and from the condensate pumps. Additionally, the burner controls had to be removed from the burners and relocated to allow the units to fit within the boiler room itself. This relocation required that the controls be rewired. This work was authorized at the time to not stall the project.

Finally, there were two gas pressure regulators bought with the original boilers. One regulator is rated for 1 psi and the other regulator is rated for 0.5 psi. The gas pressure at the

main at the facility is 2.0 psi. The contractor has quoted \$2,520 to purchase and install the correct size pressure regulators.

Upon approval of **Change Order #2** the **total contract value will be \$86,775.14**.

Superintendent Dave Simmons joined the discussion. Commissioner Bergeron asked if these were the contractors that took over for the company that left the boilers. Superintendent Simmons confirmed that that is the case and that they are on straight labor.

There is one boiler working right now. Once the pressure regulators are installed the second one will be up and running.

Mayor Donchess acknowledged Superintendent Simmons for his work in cleaning up the plant since he began as Superintendent with the City.

Superintendent Simmons spoke to how the wastewater discharged from the City's combined sewer overflows have improved in the last few years. In 2012 the City discharged 35 million gallons, in 2013 the City discharged 43 million gallons, in 2014 the City discharged 50 million gallons, in 2015 the City discharged 5.3 million gallons. Mayor Donchess asked that the Superintendent circulate the report to the Board. Superintendent Simmons explained what Combined Sewer Overflow is. The Collection System in Nashua is a combined sewer system. During rain events, the collection system can reach its capacity. When that happens, there are several CSO's (which is a hole in a pipe within a brick wall) and the water overflows the wall and flows into the river. The City has raised the levels of the brick walls and installed screens and a disinfection facility which takes in about million gallons into the facility during a high rain event. If the timing is right and the rain event subsides before that million gallons gets discharged into the river, it gets discharged back into the treatment plant.

Mayor Donchess said the problem with putting it into the river is that it is a combined flow of rainwater and sewage. Superintendent Simmons confirmed. He said he can't say exactly why the 90% reduction in discharge has occurred because there a multitude of reasons.

Commissioner Ackerman asked if there was a cost savings to the taxpayers for reducing the discharge. Superintendent Simmons said that it is not specifically a tax savings, but a significant environmental savings.

Street Department – Presentation on Snow Operations

Superintendent Ryder conducted a presentation on Snow Operations in the City followed by a presentation by Emergency Management Director Justin Kates on the City's response to snow emergencies. (presentation attached)

After the presentation, Mayor Donchess asked Superintendent Ryder to discuss the recently approved AVL system that will be installed in each city vehicle that plows. Superintendent Ryder explained that each device will allow headquarters to be able to see where every truck is located and will allow us to deploy our assets more efficiently and also help us respond to

emergencies more effectively. It will also let the City see where each plow has been throughout the history of the storm.

Alderman Siegel asked how AVL coordinates with the School Department. Superintendent Ryder responded that doing so hasn't been looked at but it can be.

Commissioner Pappas said she has received calls from concerned parents about school routes and bus stops not being cleared - specifically around the two walking only schools, Dr. Crisp and Mount Pleasant. She suggested subcontracting clearing sidewalks so the City could clear sidewalks around schools more quickly. There are also concerns around a large snow bank at Dr. Crisp that make it difficult to drop off kids at school. There seems to be confusion around what is Public Works responsibility to clear versus the school's responsibility. She also wondered if schools could call earlier than 5:00am to communicate whether they'll be open or not so the City would have more time to clear school sidewalks. She also wonders if Transit could help clear some of the busier bus stops since they currently clear many public bus stops.

Alderman Wilshire expressed concern about the sidewalks around Mt. Pleasant School. There is also concern about the bus stop on Harbor Ave. The Housing Authority does some of Harbor Ave on the west side and the Mobil station does a little bit, but nothing around the bus stop so people in wheel chairs have a hard time getting to the bus stop.

Alderman Lopez asked how the routes are determined for sidewalk clearing and when were they last updated. Superintendent Ryder responded that they met with the School Department at the end of last season and will meet again at the end of this season, focusing on their primary walking routes.

Alderman Lopez asked if they are developed just for schools or developed in conjunction with public transportation and City Planning. Are we doing an assessment as to whether more is needed? Director Fauteux responded that we have looked at that - we've increased the amount of sidewalk we've cleared from 20 to 50 miles.

Commissioner Bergeron suggested bringing concerns to the Street department as they are very responsive. He said that as we added housing we need to reassess. He asked what role transit plays during a snow storm. Superintendent Ryder responded that during a snow storm Transit keeps at least one lane open on Main Street. They also clear around the bus terminal, some side streets and some areas around the parking garage. Director Fauteux noted Transit has limited equipment - one bobcat.

Alderman Lopez mentioned that the Heritage Trail is cleared until Chestnut, but people can't reach the bus station. As we build more housing, more people need to reach bus stops. It seems like different parts of the City take care of certain sections but perhaps they could work together to do an overall assessment in priorities and assignments.

Alderman Siegel mentioned that every ward alderman has specific concerns for their constituents. For example his ward is less concerned with downtown and more focused on clearing for school children. Each ward has their primary concern. Unfortunately this is the reality with a 1.3% increase in cap and the limits it creates.

Alderwoman Melizzi-Golja Sidewalk expressed concerns about plowing at Bicentennial School. Parents complain that they would like to let their kids walk but the sidewalks aren't cleared so they end up driving them which creates more traffic in an area where there's already bad traffic. She suggested something needs to be done with the traffic at that location. Director Fauteux emphasized that we clear sidewalks within 48 hours. Mount Pleasant and Dr. Crisp are at the top of our list because they are walking schools. The reason the City needs 48 hours is because the same people who plow the streets are the same people driving the sidewalk tractors. Many of these workers work days on end.

Alderwoman Melizzi-Golja emphasized that she isn't being critical but has been asked to bring these points forward on an informational basis. The cleaning of Brook Village Road and the Middle School bus stop is also repeated issue. The issue is making sure the road is wide enough because they now have a full sized bus going down the road. One more area on the back of Bicentennial off of Rose Cliff there is a walkway that goes up to the school and the school department says they don't have equipment to clear it. Director Fauteux acknowledged that that is the school's responsibility and she will bring to attention of the Superintendent.

Alderman Karen acknowledged the dedication of the people hard work and wondered if the City hired contractors to clear sidewalks that might be helpful. She also asked what telephone number people could call if they have specific questions about plowing during a storm. Superintendent Ryder responded that during a storm the Street Department is manned and calls often go to the call center which are logged then forwarded to us and we will deploy resources. The Street Department's number is 589-4750. If people leave a message at that number we will give them a call back. If people leave a message on the Snow Line they won't receive a call back as it is an automated informational line only and doesn't record voicemails. Director Fauteux emphasized to please only call during an emergency because the department is very hectic during a storm. Superintendent Ryder noted that some older sidewalks are 3 feet wide and we can't get our tractors down them. Standard width that we can get a sidewalk plow down is 5 feet. The City has looked at narrower equipment that could maneuver down narrow sidewalks but they don't handle the snow like the larger equipment. It is a safety issue for our drivers to run the plow down narrow sidewalks like on Spit Brook Road.

Alderman Karen requests we do this presentation earlier in the season next year.

James Vayo, resident of Crown Hill, spoke to the Board. His daughter goes to Dr. Crisp. He said that we have an amazing snow clearing system in Nashua – two hours after a storm he feels confident going out. Mr. Vayo agrees with subcontracting. Since clearing the sidewalks

is time sensitive it is important to get them cleared before the sun comes out and starts melting snow and turns sidewalks into a sheet of ice.

Bruce Laughton of 62 Gillis Street explained that where he lives on the back side of Gillis. There are two hills that are required to traverse to get out. During the last three storms it has taken 2 ½ hours to get plowed. Director Fauteux responded that we will put it on the watch list.

Commissioner Bergeron asked what the best way to is during a snow event to communicate for residents. Superintendent Ryder responded that 589-4750 is always the best number – whether during the day or in the evening. However, if there is a snow event going on and it is still snowing, he requested people try to be patient. We have 1400 streets in the City and occasionally one is missed.

Commissioner Ackerman asked how residents know when we’ve cancelled trash. The City notifies residents through Code Red if they have signed up, otherwise residents often call the Solid Waste Department. We always post it on the City website as soon as trash is cancelled. Superintendent Ryder noted that that can be difficult because people tend to put their trash out early.

Commissioner Pappas asked that, since the City doesn’t tow cars anymore, who do residents call regarding neighbors who don’t move their cars during a storm. Superintendent Ryder responded that we do tow cars, but only during a snow emergency. When there is a threat of a car being towed, the police honk their horns and knock on doors. There is not a hard and fast rule as to when a snow emergency is called – it depends on the storm.

Engineering Department:

A. Motion: Mayor Donchess to approve the Residential and Commercial Wastewater Service Permits and Fees as submitted.

SECONDED: Commissioner Pappas

MOTION CARRIES: Unanimously

DISCUSSION:

Below is a list of Residential and Commercial Wastewater Service Permits issued for the period December 1 through December 31, 2015.

Residential and Commercial Wastewater Service Permits

December 1 through December 31, 2015

Date	Permit #	Appl #	Location Address	Name	Comments	Fees	Betterment	Entrance	Connection	10% Discount
12/1/2015	23602	13433	104 Spit Brook Rd., Unit "C"	Ed Campbell	Increase Use	\$295.00		X		

12/7/2015	23603	13434	35 Legacy Dr	Holly McCarty	New Connection	\$295.00		X		
12/7/2015	23604	13435	37 Legacy Dr.	Holly McCarty	New Connection	\$295.00		X		
12/8/2015	23605	13436	28 Conant Rd	Mike McCarthy	Reconnecting after Demo	\$295.00		X		
12/16/2015	23606	13437	9 Adelaide Ave	Holly McCarty	New Connection	\$295.00		X		
12/16/2015	23607	13438	11 Adelaide Ave	Holly McCarty	New Connection	\$295.00		X		
12/16/2015	23608	13439	12 Adelaide Ave	Holly McCarty	New Connection	\$295.00		X		
12/16/2015	23609	13440	17 Prospect St	Gary Manoogian	Increase Use	\$145.00		X		
12/28/2015	23611	13442	493 Amherst St	Ed Rimm	Change Use	\$0.00		X		
						TOTAL	\$2,210.00			

B. Motion: Mayor Donchess to approve Pole License Fairpoint #288606.

SECONDED: Commissioner Pappas

MOTION CARRIES: Unanimously

DISCUSSION:

The Engineering Department received the following pole license petitions:

- License Eversource Energy #21-1199 for one new pole, No. 1166/4, to be located on Superior Drive.
- License Eversource Energy #21-1201 for one new pole, No. 9626/4, to be located on Tara Boulevard.
- License Eversource Energy #21-1184 for two new poles, No. 309/16 and No. 309/17, to be located on Court Street.
- License Eversource Energy #21-1193 for one new pole, No. 1052/28, to be located on south Main Street.

The Deputy Manager of Engineering has reviewed the plans and field installation and recommends the approval of these pole license petitions.

C. Informational: Mayor Donchess to accept and place on file the final FY16 paving list in paving contract.

SECONDED: Commissioner Pappas

MOTION CARRIES: Unanimously

DISCUSSION:

Some streets were removed from the preliminary list presented in September 2015 to accommodate utility work (e.g., water, gas, sewer, etc.) and other abutting projects. As a result, street segments were added to the list to utilize the entire paving budget. The additional streets were selected based on a PCI of 35 or lower or streets with the highest benefit values. Other streets observed to have accelerated deterioration last winter were also added. Temple Street paving was originally part of the 2015 Sewer Program and was added to the paving program to get a better unit price for asphalt. Funding for the paving of Temple St will be with sewer dollars.

The FY16 paving list includes roughly 7.2 miles of streets. Standard treatments include shim, overlay, and milling. Other work required includes replacing obsolete and broken drainage and sewer castings, repairing/replacing catch basins and manholes, replacing sewer and drain pipes, and reconstructing driveway transitions.

Alderman Siegel asked if he can refer residents with questions to this list. Director Fauteux confirmed that he can.

Commissioner Bergeron asked if this list used the new paving software. Director Fauteux said that it didn't. Training is planned for early March with implementation scheduled for late March.

- D. Informational:** Mayor Donchess to accept and place on file the CSO Consent Decree Quarterly Report to EPA. Pappas seconded - unanimous
SECONDED: Commissioner Pappas
MOTION CARRIES: Unanimously
DISCUSSION:

Administration

- A. Informational:** Update on Burke Street

Director Fauteux provided an update to the Board on the status of Burke Street.

She conveyed that she worked with Mayor Donchess to set up a committee to work on Burke Street planning consisting of Alderman Deane, Commissioner Bergeron, Carolyn O'Conner, Andy Patrician, Eric Ryder, Nick Caggiano and herself. They put out an RFP for Architects and seven architectural firms responded which was shortlisted to four. On January 28th they have a walk through scheduled with the four architects. The architects will then return on February 18th to present to the committee. Two will be chosen and negotiations will follow. She said she will keep the Board updated on progress.

Mayor Donchess thanked Alderman Deane and Commissioner Bergeron for helping define and undertake the project.

- B. Informational:** Director's Report

A series of slides showing various current Public Works projects and activities were shown.

Commissioner's Comments

Commissioner Pappas suggested that if we have extra money from snow operations this year, we keep up with basics. Most should go into paving. Also, she'd like to see more recycle carts out. Maybe discount the carts like \$30 instead of \$60. She said the bins are so much harder to empty and maintain than the carts. Windy days blow recyclables all over the neighborhood.

Commissioner Bergeron agreed. He asked about the status of condos recycling? Director Fauteux responded that we handed over the information to the associations. The issue with recycling at this point is that the market has tanked. Recycling is going to be a challenge in the upcoming years. Commissioner Ackerman mentioned that Superintendent Lafleur had mentioned that the cost was going to increase significantly? Director Fauteux confirmed that and said that they are considering putting it back out to bid. It could cost the City upwards of \$500,000 a year vs. zero dollars right now.

Commissioner Pappas asked if it was still cheaper than putting it in the landfill. Alderman Siegel said he would like to see a cost breakdown because he isn't sure it is cheaper. He said that if you look at the total energetic cost required to transport all recycling around you may be surprised. Mayor Donchess agreed that an analysis should be done.

Commissioner Pappas motioned to adjourn. Seconded by Commissioner Moriarty.

Meeting adjourned at 7:31 pm



Nashua Public Works

Winter Operations

*Eric Ryder
Street Superintendent
January 21, 2016*



Critical Components of Snow Plan

- ❖ *Winter Operations Goal*
- ❖ *Public Communications*
- ❖ *Equipment*
- ❖ *Staffing*
- ❖ *Material*
- ❖ *Weather*
- ❖ *Contracted Services*
- ❖ *Management*



Winter Operations Goal

- ❖ *Maintain city streets at an acceptable level*
- ❖ *Less than 1 inch per hour is benchmark for maintaining routes and keeping those streets with 3 inches or less at any time*
- ❖ *Plow all streets on a continuous basis during a snow event*
- ❖ *Clear immediate school zone walks within 48 hours after storm has stopped*
- ❖ *Complete cleaning, pushing, and treating of all routes within 12 hours after snowfall has stopped given the rate and amount*
- ❖ *Complete entire primary sidewalk routes within 72 hours after event.*



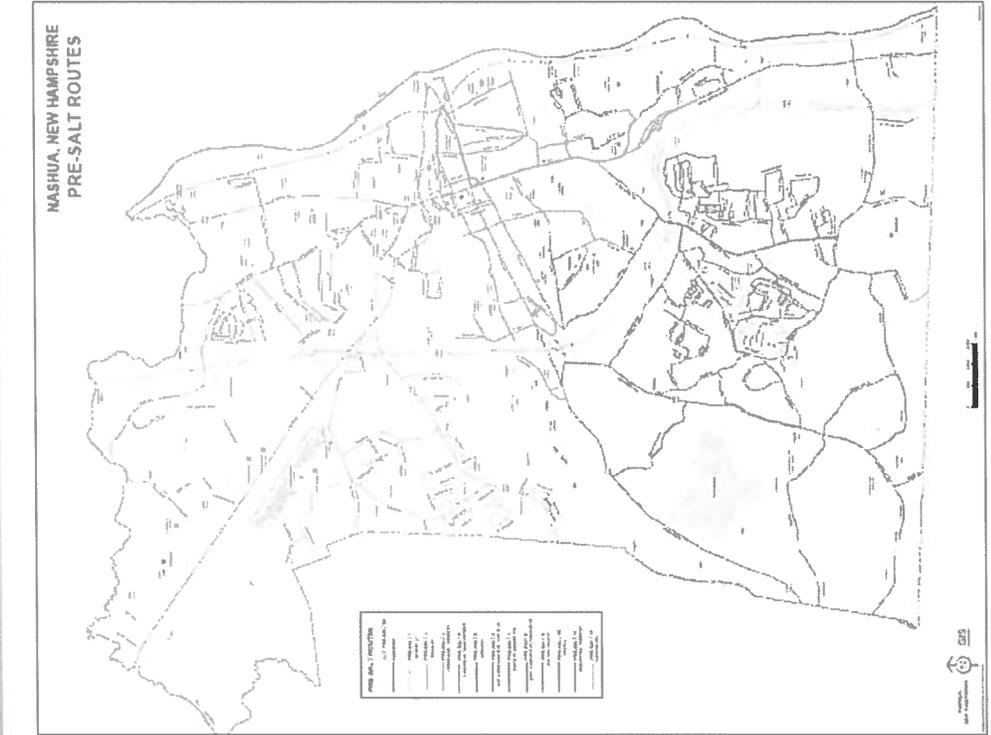
Stages of Winter Operations

- ❖ *Stage I - Pre- Treat with salt according to routes*
- ❖ *Stage II - Maintain pre – salt routes providing forecast and snowfall rate*
- ❖ *Stage III - Move to citywide plowing operations once 2” amount is established on secondary roads and forecast is firm or less than 2” if temperatures are cold and salt is not melting off*
- ❖ *Stage IV – Downsize operations once all routes are scraped – release contractors. Reassess staffing if necessary. Begin city wide post treatment on all roads with sand/salt mix. Begin sidewalk operations*
- ❖ *Stage V – Downsize city personnel – assess and resolve any problem areas. Continue Sidewalks*
- ❖ *Stage VI – Snow Removal: School areas, Downtown, Parking Lots*

Stage I - II

Pre - Salt Routes

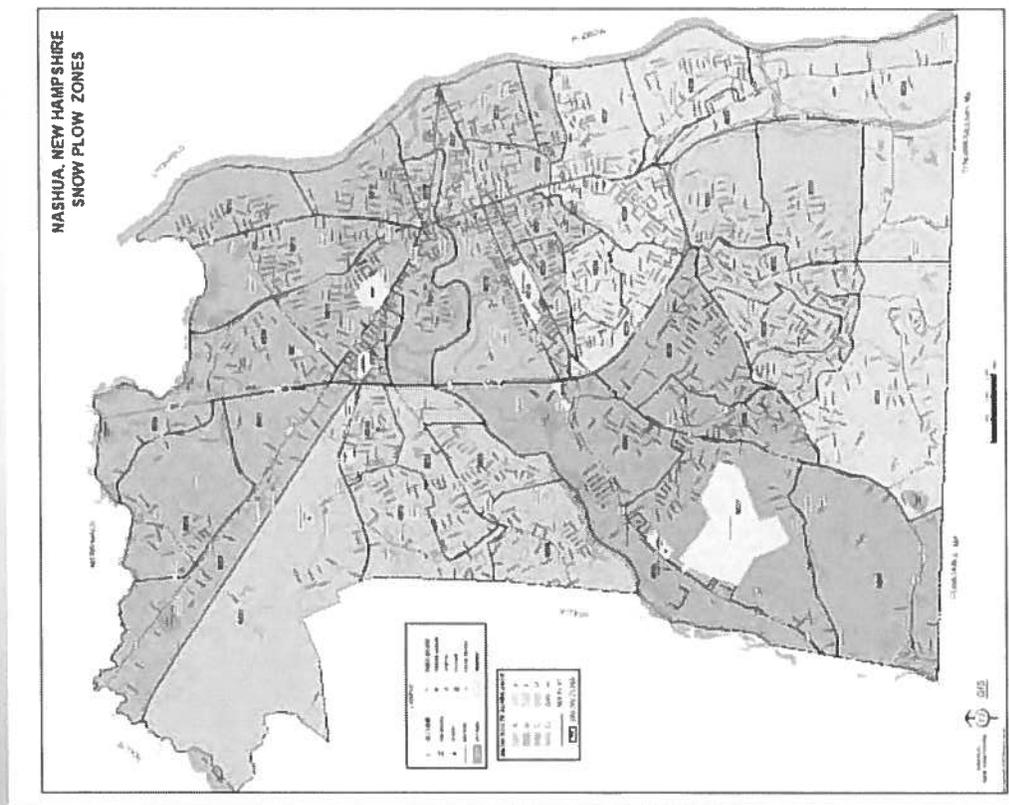
- ❖ 12 Routes
- ❖ Primary Roads
- ❖ Hills Areas
- ❖ Schools
- ❖ Forecast dependent
- ❖ Small Storms



Stage III

Citywide Plowing

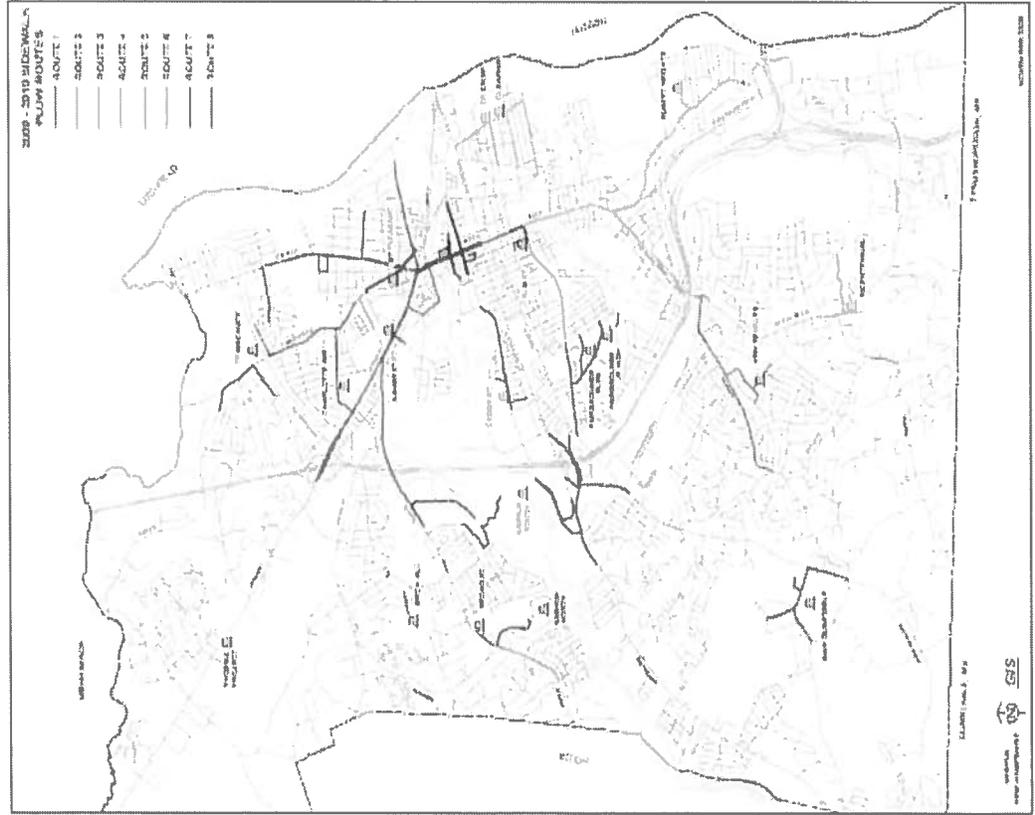
- ❖ 41 Routes
- ❖ 80 City Pieces
- ❖ 10 - 20 Hired
- ❖ 1400 Streets
- ❖ 700+ lane miles
- ❖ 30 square miles
- ❖ 14 schools



Stage IV - V

Post Snow/Sidewalks

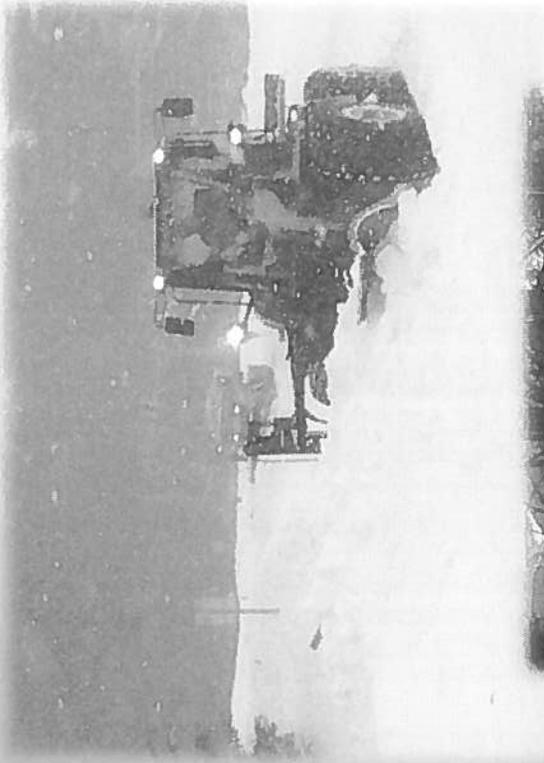
- ❖ Hold treatment trucks for issues
- ❖ Release contractors
- ❖ 8 Routes
- ❖ School areas are done first
- ❖ Streets (5), Schools (2) and Transit (1)
- ❖ 50 miles of sidewalks cleared



Stage VI

Snow Removal

- ❖ *Schools*
- ❖ *Downtown*
- ❖ *Some areas require long night shift work*
- ❖ *Timing – Need storm free weather for 4-5 days*
- ❖ *Parking lots – Transit Dept. maintains plowing during storm*
- ❖ *Stellos Stadium Parking lot*
- ❖ *Landfill*



Public Communications

- ❖ *Press Releases for snow emergencies*
- ❖ *Educating the public on Winter Operations and the goals thereof*
- ❖ *In 2009 an informative webpage was created on the City Website to let citizens get a better understanding of the operation*
- ❖ *A snowline was created for updates during an active operation.*
- ❖ *Snow Beacon lights were placed throughout the city to identify snow emergencies*
- ❖ *CODE RED is an automated notification system the city can use to call up to 60,000 phone numbers per hour with a recorded message.*



Winter Snow Operations

Helpful Hints on how to prepare and keep ahead of the drift...

How to get the latest info on how to prepare for winter emergencies

1. **BE PREPARED**
 - Know how to use shovels and snow shovels for the Chicago Police.
 - Check battery operation (one month) before the day in the winter to your garage.
 - Replace batteries in the Home or Back with the same or higher amp hour.
 - Alternative parking options under winter driving conditions.
2. **STAY TUNED**
 - Listen to weather reports when winter storms are expected and when the City is in a snow emergency.
3. **SNOW EMERGENCY AND PARADOX BAY**
 - The City of Chicago has a snow emergency system that is used to inform the public of snow emergencies. The snow emergency system is a public safety system that is used to inform the public of snow emergencies. The snow emergency system is a public safety system that is used to inform the public of snow emergencies.
4. **SNOW REMOVAL AND SAFE PLACEMENT**
 - Snowplows are used to remove snow from the streets. Snowplows are used to remove snow from the streets. Snowplows are used to remove snow from the streets.
5. **UPDATED STORM INFORMATION AND NON-EMERGENCY HAZARDOUS TRAVEL REPORTING**
 - Snowplows are used to remove snow from the streets. Snowplows are used to remove snow from the streets. Snowplows are used to remove snow from the streets.



CODE RED

Equipment



❖ *80 pieces*

❖ *Dump trucks*

❖ *Heavy equipment*

❖ *Mid size*

❖ *Pickups*

❖ *Sidewalk plows*



Staffing

- ❖ *Core group of individuals who come in for snow every time*
- ❖ *Plowing events are extended periods of continuous work that exhausts those involved*
- ❖ *Those working the long hours must also work their normal shifts and duties*
- ❖ *It takes dedication and commitment to complete all stages for any event especially for a full winter season*
- ❖ *Solid Waste personnel are primary plow operators in 10 routes*
- ❖ *This includes 8 large 6 wheel wing trucks*
- ❖ *Parks Dept plows schools throughout the city*
- ❖ *Four inner city routes are directly impacted*



Materials

- ❖ *On average salt usage is 8000 tons per winter*
- ❖ *On average sand usage is 1500-2000 ton per winter*
- ❖ *On average 2500 gallons of fuel is used per full plowing event*
- ❖ *Steel cutting edges for plows, chains for tires, wipers and lights*



Weather

- ❖ *Snowfall amounts and rates*
- ❖ *Precipitation type: Snow, sleet, and rain*
- ❖ *Air and ground temperature*
- ❖ *Wind*
- ❖ *Dew points*
- ❖ *Storm duration and development*
- ❖ *Coastal storms*
- ❖ *Flash freezes*



Contracted Services

- ❖ *Plowing contractors and forecast services*
- ❖ *The city uses 10 - 20 contracted pieces during a storm*
- ❖ *Equipment type ranges from large 6 wheel dumps, backhoes and pickups*
- ❖ *The city uses a Nashua based forecast service year round 24/7, additional forecasters during winter only*
- ❖ *Radar via Weather Channel, local news and additional web based sources*



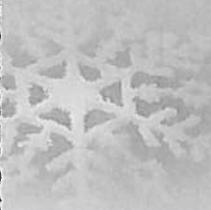
Management

- ❖ *Supervisors are checking areas*
- ❖ *Personnel must be arranged based on needs and moved accordingly if necessary*
- ❖ *Preparation of snow emergencies*
- ❖ *Procuring additional services if needed*
- ❖ *Schedule post storm stages of sidewalks and removal*
- ❖ *Maintain and check all aspects throughout*
- ❖ *Responsible for oversight of nonstop operation including and up to 110 people*



Plowing - Challenges

- ❖ *Snowbanks*
- ❖ *Heavy wet snow*
- ❖ *Wind Drifts*
- ❖ *Visibility*
- ❖ *Traffic*
- ❖ *Temperature change*
- ❖ *Icing*
- ❖ *Exhaustion / Dehydration / Frustration*



Sidewalks / Snow Removal



- ❖ *Time*
- ❖ *Heavy wet snow*
- ❖ *Bank Heights*
- ❖ *Snow Amounts*
- ❖ *Equipment prep*
- ❖ *Traffic*
- ❖ *Location*
- ❖ *Icing*



Snow Removal



500,000 Yards of Snow

Operational Challenges

- ❖ *Timing is Everything*
- ❖ *Storms during commutes, with trash pick-up, and school in session are extremely difficult to deal with*
- ❖ *It is a fine balance all things considered*
- ❖ *It takes time – Ideal conditions are not met until well after the storm has stopped*



How to find out about Snow Emergencies/Parking Bans

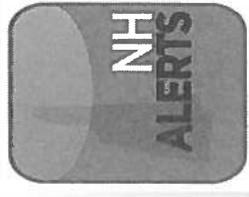


Sign up for CodeRED

- ❖ Free service!
- ❖ Landline, Cell Phone, Text Message, Email, NH Alerts
- ❖ App Visit www.nashuanh.gov/CodeRED to sign up
- ❖ Contact 603-589-3260 or eoc@nashuanh.gov if you need help signing up

Snow Emergency info is also posted to:

- ❖ www.nashuanh.gov/emergency (also on banner at top of page)
- ❖ Nashua Emergency Management Facebook & Twitter
[@NashuaOEM](https://www.facebook.com/NashuaOEM)
- ❖ Channel 16, 96, & 99
- ❖ Snow Line 603-589-4795
- ❖ Emergency Info Line 603-589-3456
- ❖ Local Media Outlets



Emergency Info Dashboard

- ❖ *Accessible via:*
 - *www.nashuanh.gov/emergency*
 - *Nashua OEM Facebook page*
- ❖ *Stay up to date with changes in parking bans and solid waste schedule modifications*



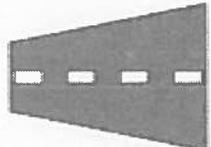
City of Nashua Emergency Management Dashboard



SNOW
EMERGENCY



TRAFFIC/ROAD
CONDITIONS



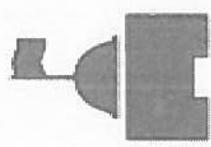
SCHOOLS



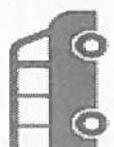
LIBRARY



CITY
OFFICES



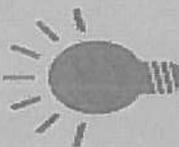
TRANSIT



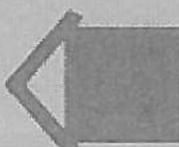
SOLID
WASTE



POWER



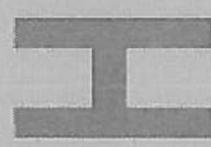
SHELTER



WEATHER
ALERTS



HOSPITALS



FLOODING



Click each button for more info

Winter Weather Maps

Nashua Storm Maps Gallery

City of Nashua, NH Storm Maps

This Nashua Map Gallery is a collection of web maps for the City of Nashua, NH. The maps below display information of public interest during a storm event. After you view a map use your back button to return to the gallery.



Road Obstructions & Road ...



Wind and Weather ...



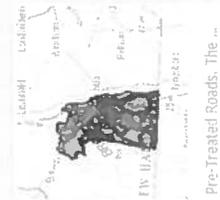
Private Roads



Road Closures Webmapping



Hydrant Map.



Pre-Treated Roads. The ...



100 Year Flood Plain - ...

Sites of Interest

Below are links to sites of interest.

Weather Sites

- National Weather Service - Winter Weather Page
- National Weather Service Forecast Information
- Accu Weather.com - Nashua
- WHDNR Weather
- Nashua Emergency Operations Page
- Nashua Winter operations Page
- Merrimack River Gage
- Nashua River Gage @ E. Peppirelli, MA
- Eversource (formerly PSNH) Outage Map

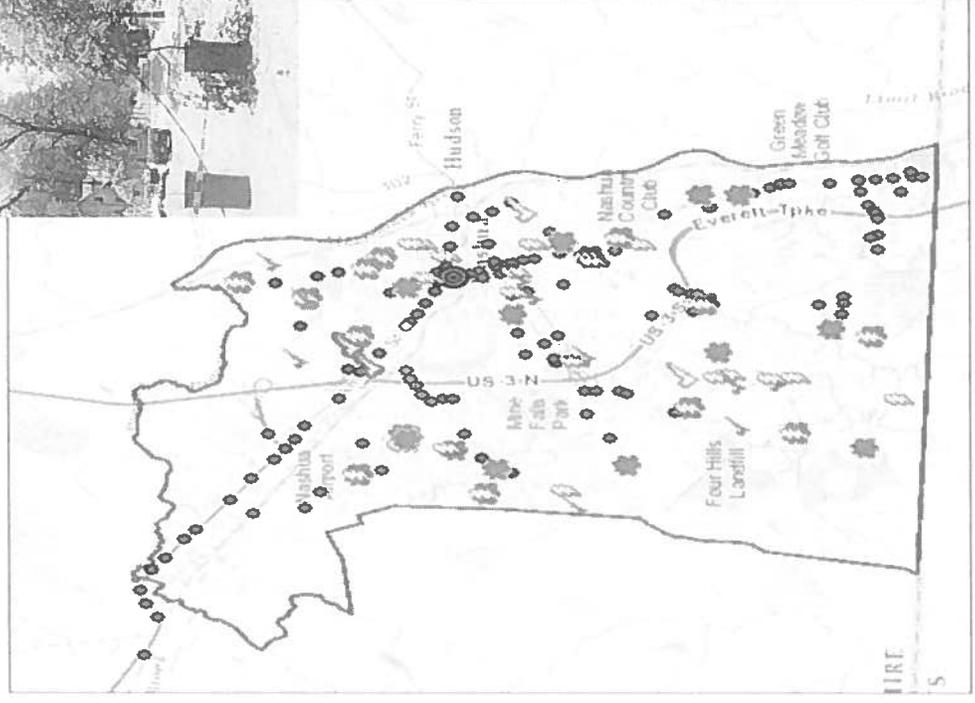
Severe Winter Storm Response

- ❖ *Report downed trees & wires, and traffic lights to Emergency Operations Center at 603-589-3456*
- ❖ *Will work to get appropriate DPW or Eversource crew sent ASAP*



Road Obstruction Edit Map

Map of road obstructions used for editing of Road Obstruction



We can use your help!

- ❖ *Hydrants*
- ❖ *Private Emergency Access Gates*



THE END





THE CITY OF NASHUA

Division of Public Works

Parks & Recreation Department

"The Gate City"

Board of Public Works Meeting of February 29, 2016 Parks & Recreation Department

Agenda

- A. Motion:** To approve the award of the 2016 City 4th of July Fireworks Celebration contract to the low qualified bidder, Atlas PyroVison Entertainment Group of Jaffrey, N.H., in an amount not to exceed \$14,500. Funding will be through Department: 177 Park and Recreation; Fund: General; Account Classification: 55 Other Services.
- B. Informational:** To accept and place on file the 2015 Emerald Ash Borer update from the State of NH.
- C. Informational:** To accept and place on file the letter from the NHIAA regarding the use of City facilities.
- D. Informational:** To accept and place on file the information from Eversource regarding power transmission line tree work planned for 2016.
- E. Motion:** To approve the proposed relocation of the David Deane Skateboard Park to Stadium Drive in the area identified as location A on the attached map.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016
From: Nicholas Caggiano - Superintendent
Parks and Recreation Department
Re: Contract for the 2016 Fourth of July Fireworks Display.

A. Motion: To approve the award of the 2016 City 4th of July Fireworks Celebration contract to the low qualified bidder, Atlas PyroVison Entertainment Group of Jaffrey, N.H., in an amount not to exceed \$14,500. Funding will be through Department: 177 Park and Recreation; Fund: General; Account Classification: 55 Other Services.

Attachments: Bid comparison, shell count and display information

Discussion: Under IFB0410-010816 the City solicited bids for the 4th of July fireworks display. Bids requested were to include pricing for years 2016 through 2019. It was the intention of the City to award a three-year contract with an optional fourth year should the bids include a reduction in price for year two.

Bids were received from three vendors (See attached bid comparison). Atlas PyroVision Entertainment Group was the apparent low bidder.

The aggressive pricing that was proposed shows the firms strong desire to work with the City and produce our display. References were checked from other communities that have used and are currently using Atlas for their fireworks displays. All of the references had very positive feedback regarding Atlas' shows. This year the price of the show was discounted to reflect the firm's commitment to the City. The City is not obligated in any way to continue using Atlas in the upcoming years if the show proves to be unsatisfactory.

Park & Recreation Department staff reviewed with Atlas the expectations of the City with regard to the length and quality of the display and they are comfortable Atlas understands these expectations. Additionally, Atlas has a local business in Nashua.

Based on review of the performance of Atlas in other communities it is the recommendation of the Park & Recreation Department to award a one year contract with two optional one year extensions to the lowest qualified bidder **Atlas PyroVision Entertainment Group, Inc. of Jaffrey, NH** for the 2016 display at a cost not to exceed **\$14,500**.

Parks & Recreation Division - 4th of July Fireworks Display- Bid Comparison

Bid Item Description	Phyrotecnico	RS Fireworks	Atlas
2016 Fireworks	Jaffery, NH \$17,500.00	Hudson, NH \$17,500.00	Jaffery, NH \$14,500.00
2017 Fireworks	\$17,000.00	\$17,000.00	\$15,500.00
2018 Fireworks	\$17,500.00	\$16,500.00	\$16,500.00
2019 Fireworks		\$16,500.00	\$17,500.00
2020 Fireworks			

Nick Caggiano, Superintendent Parks & Recreation

Division of Public Works



Fireworks Bid Analysis - 2016

Company	2.5" Shells	3" Shells	4" Shells	Total	Time/Shots	Total Show	Cost
<u>RS Fireworks</u>	189	827	609	1625	3 sec	39 minutes	<u>\$17,500</u>
<u>Atlas</u>	216	888	612	1716	2-3 sec	35 minutes	<u>\$14,500</u>
<u>Pyrotecnico</u>	240	864	420	1524	4-5 sec	35 minutes	<u>\$17,500</u>
<i>Pyrotecnico includes barrages- single lit low level cakes.</i>							



Pyrotechnic Proposal

July 4, 2016

CITY OF NASHUA

	30mm	40mm	2.5 inch	3 Inch	4 Inch	5 Inch	Total
<i>Opening Display</i>			72	30	36		138
<i>Main Display</i>				258	504		762
<i>Grand Finale</i>			144	600	72		816
Totals:			216	888	612		
Duration:	35 Minutes					Grand Total:	1,716

Atlas PyroVision Entertainment Group, Inc. provides all proposals with 12 million in liability insurance including 1 million in transportation insurance as well as all highway transportation fees, licensed pyrotechnicians, trained and certified employees of Atlas with workers compensation in accordance with state statute.

All Atlas products are hand selected by highly trained designers who travel to factories worldwide to ensure the highest quality products and safety standards are met for all Atlas displays.

OPENING

72	2.5" Cakes	36 Shot Cake (36 each x 2 = 72 shots)
30	3" Shells	Sunny Asst A (RWB)
36	4" Shells	Sunny Asst B (Chrysanthemum/Peony)

**MAIN BODY**

12	3" Shells	Pixie Dust Willow Asst
30	3" Shells	Silver Diadem Chrysanthemum
72	3" Shells	Sunny Asst B (Chrysanthemum/Peony)
72	3" Shells	Sunny Asst C (Dahlia & Color Changing Chrysanthemum)
72	3" Shells	Sunny Asst D (Crosette Go-Getter Willow)
6	4" Shells	Smile w/Red Strobe Eyes
6	4" Shells	White 5 Point Star Pattern
4	4" Shells	Disco Strobe
4	4" Shells	White Strobe w/Purple Strobe
4	4" Shells	Blue Chrysanthemum w/Bright Willow Ring
4	4" Shells	Tourbillion
4	4" Shells	Multicolor Comet w/Time Rain Pistil
4	4" Shells	Fuscia w/Fuscia Strobe
36	4" Shells	Half Red Half Blue w/Silver Chrysanthemum Ring
36	4" Shells	Red Palm to 1000s Brocade Crown
36	4" Shells	Golden Willow
36	4" Shells	Red & Blue w/ White Strobe Pistil
36	4" Shells	Gold & Silver Strobe
36	4" Shells-Asst	Flower King Asst E
36	4" Shells-Asst	Flower King Asst F
36	4" Shells-Asst	Sunny Asst A (RWB)
36	4" Shells-Asst	Sunny Asst B (Chrysanthemum/Peony)
36	4" Shells-Asst	Sunny Asst C (Dahlia & Color Changing Chrysanthemum)
36	4" Shells-Asst	Sunny Asst D (Crosette Go-Getter Willow)
36	4" Shells-Asst	Pixie Dust Willow Asst
36	4" Shells-Asst	An Ping Asst K

FINALE

144	2.5" Cakes	36 Shot Cake (36 each x 4 = 144 shots)
120	3" Shells-Finale	Brocade Crown Chain
120	3" Shells-Finale	RWB Peony Chain
180	3" Shells-Finale	Color & Bright Flower Mix Chain
180	3" Shells-Finale	Bright Flower Chain
18	4" Shells-Finale	Brocade Crown Chain
18	4" Shells-Finale	Silver Wave Chrysanthemum R&B Pistil Chain
18	4" Shells-Finale	Spangle Chrysanthemum w/Mag Pistil Chain
18	4" Shells-Finale	Assorted Color Super Tail Chain

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016
From: Nicholas Caggiano, Superintendent
Parks and Recreation Department
Re: Emerald Ash Borer

B. Informational: To accept and place on file the 2015 NH State Emerald Ash Borer update.

Attachments: Update from NH Division of Forests and Lands.

EAB UPDATE

By: Bill Davidson

The invasive and highly destructive emerald ash borer was first detected in New Hampshire in 2013 in Concord and Bow. The ensuing survey, encompassing a six mile radius around known infested trees, resulted in a 24 square mile generally infested area (GIA) consisting of a one mile buffer around all known infested trees and Merrimack County being placed under quarantine. The GIA was expanded to roughly 73 square miles in 2014 after a combination of purple prism traps, trap trees, and visual survey revealed infestations in Loudon/Canterbury, Hopkinton, Weare, Salem, and along the periphery of the Concord infestation. The detections in Weare and Salem were the first in their respective counties resulting in Hillsboro and Rockingham counties being added to the quarantine.

Detection efforts in 2015 consisted of green prism traps, visual survey, trap trees and biosurveillance and were focused along the periphery of quarantined area (Merrimack, Hillsboro, and Rockingham Counties). In total 18 trap trees were created, 50 green prism traps deployed, and 12 biosurveillance sites monitored. Trap trees and biosurveillance did not reveal any new infestations in counties outside of the quarantine, however; a funnel trap in Gilmanston and purple prism trap in Sanbornton each captured adult emerald ash borer which resulted in Belknap County being added to the quarantine. Additionally, an infestation was visually detected in Belmont, also within Belknap County.

We are utilizing biological control as part of a long term management plan to combat emerald ash borer in New Hampshire. This was the second year that releases were made of two species of parasitic wasps (*Oobius agrili* and *Tetrastichus planipennisi*). These wasps, which were provided to us by the APHIS rearing facility in Brighton, MI, prey upon immature emerald ash borer and may help regulate beetle populations once they become established in our forests. This year we released about 33,000 wasps between four sites located within the Concord/Loudon generally infested area. Biological control continues to be a high priority as we are monitoring establishment success of parasitoids and evaluating additional sites for future use.



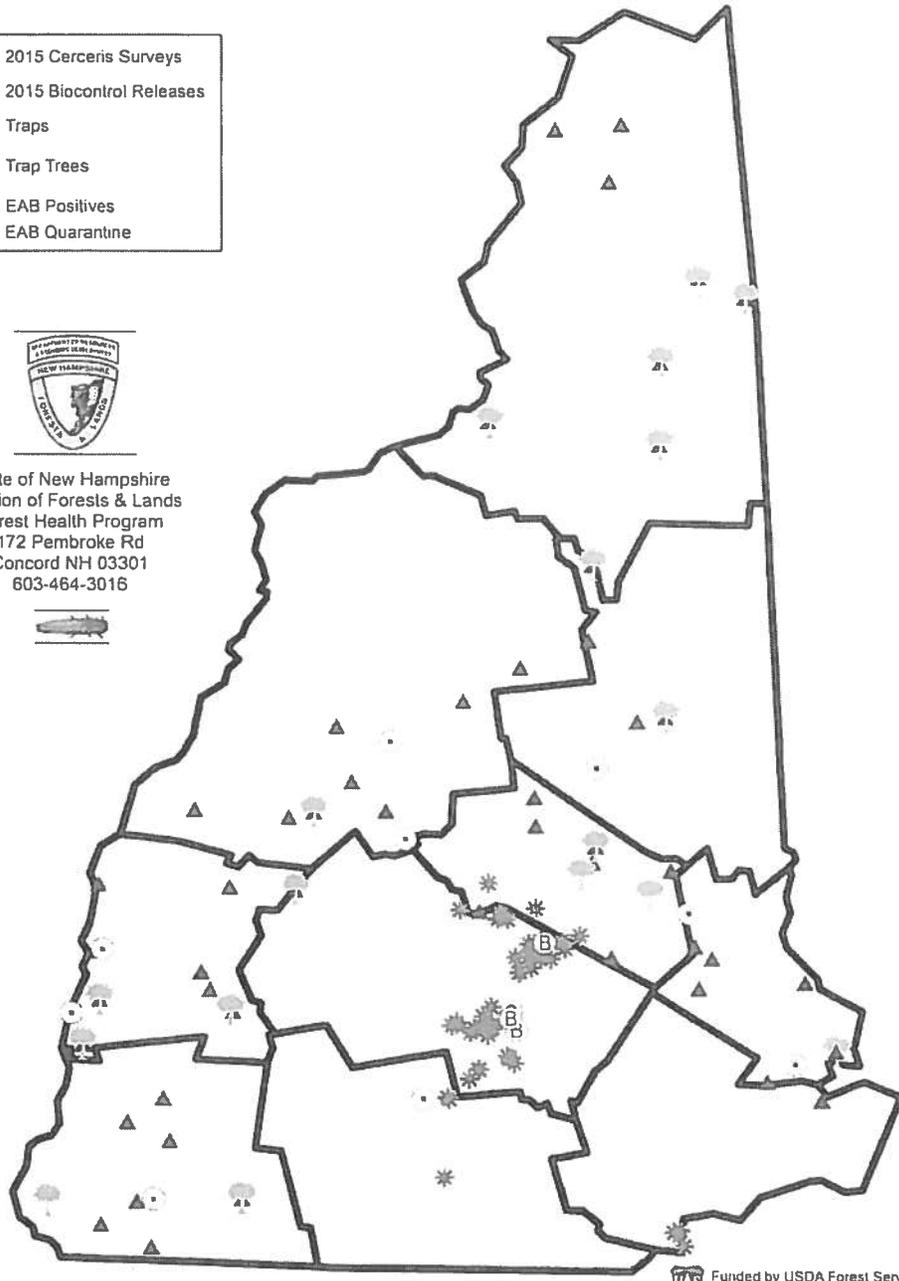
We have also developed a set of Best Management Practices (BMPs) for handling ash material in New Hampshire. These BMPs supplement the federal quarantine in an attempt to slow the spread of emerald ash borer within infested counties. We recognize that within the quarantine zone there are large areas that are currently unaffected by this pest and therefore discourage the movement of ash material originating from within, or nearby, known infestations to non-infested areas. More information about our BMPs, events related to emerald ash borer, and information about other forests pests visit www.NHbugs.org.

2015 Emerald Ash Borer Monitoring & Management

-  2015 Cerceris Surveys
-  2015 Biocontrol Releases
-  Traps
-  Trap Trees
-  EAB Positives
-  EAB Quarantine



State of New Hampshire
 Division of Forests & Lands
 Forest Health Program
 172 Pembroke Rd
 Concord NH 03301
 603-464-3016



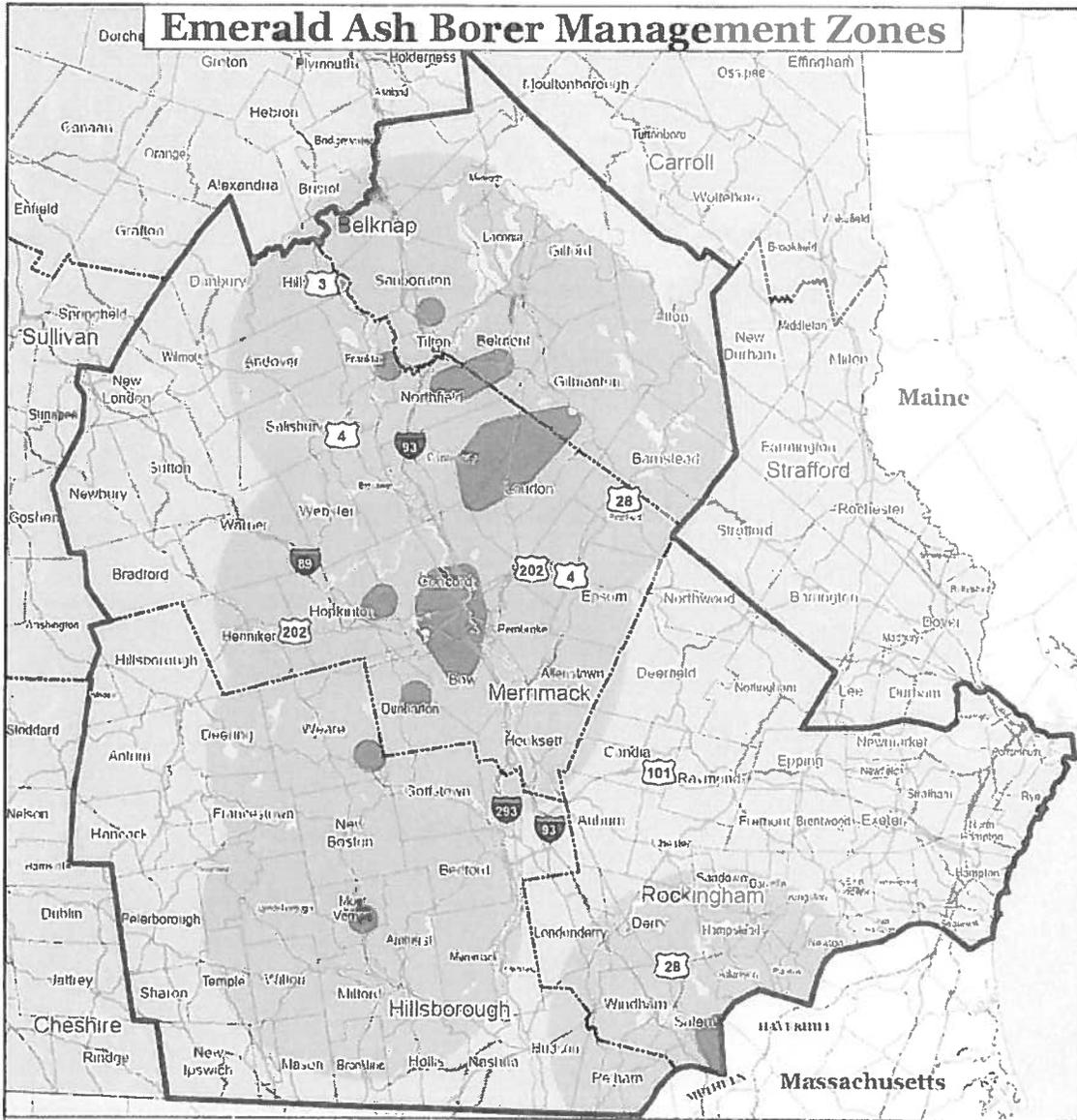
50 25 0 25 50 Miles

Jen Weimer
 10 November 2015

 Funded by USDA Forest Service
 Northeastern Area



Emerald Ash Borer Management Zones



	EAB Generally Infested Area	 0 2.5 5 10 Miles Date: 11/9/2015	
	EAB Potential Expansion Area (10 Miles)		
	EAB Alert Area (>10 Miles)		
	Quarantine Area		

State of New Hampshire
Department of Resources & Economic Development

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016
From: Nicholas Caggiano, Superintendent
Parks and Recreation Department
Re: Thank You Note

C. Informational: To accept and place on file the letter from the NHIAA regarding the use of City facilities.

Attachments: February 2, 2016 Letter from the NHIAA.



NEW HAMPSHIRE INTERSCHOLASTIC ATHLETIC ASSOCIATION

Established 1947

251 Clinton Street • Concord, N.H. 03301-8432

(603) 228-8671 • Fax (603) 225-7978

www.nhiala.org

Jeffrey T. Collins
Executive Director

February 2, 2016

Mr. Tom Dwane, Program Manager
City of Nashua-Parks & Recreation
100 Concord Street
Nashua, NH 03064

Dear Mr. Dwane:

I want to take this opportunity to personally thank you for all that you did for our Association during this past fall tournament season. Our mission of providing the best possible experiences for our student athletes would not be possible without the able assistance of individuals like you.

It is a real thrill for our student athletes and fans to compete at your outstanding facility. The manner in which your staff assisted with the event was also key to the success of this year's tournament.

Thank you, again, for your assistance and for allowing the NHIAA to utilize your facility. We look forward to many future events with your organization.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey T. Collins", is written over a light gray circular stamp.

Jeffrey T. Collins
Executive Director

JTC:js

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016
From: Nicholas Caggiano, Superintendent
Parks and Recreation Department
Re: Eversource Line Clearing 2016

D. Informational: To accept and place on file the information from Eversource regarding power transmission line tree work planned for 2016.

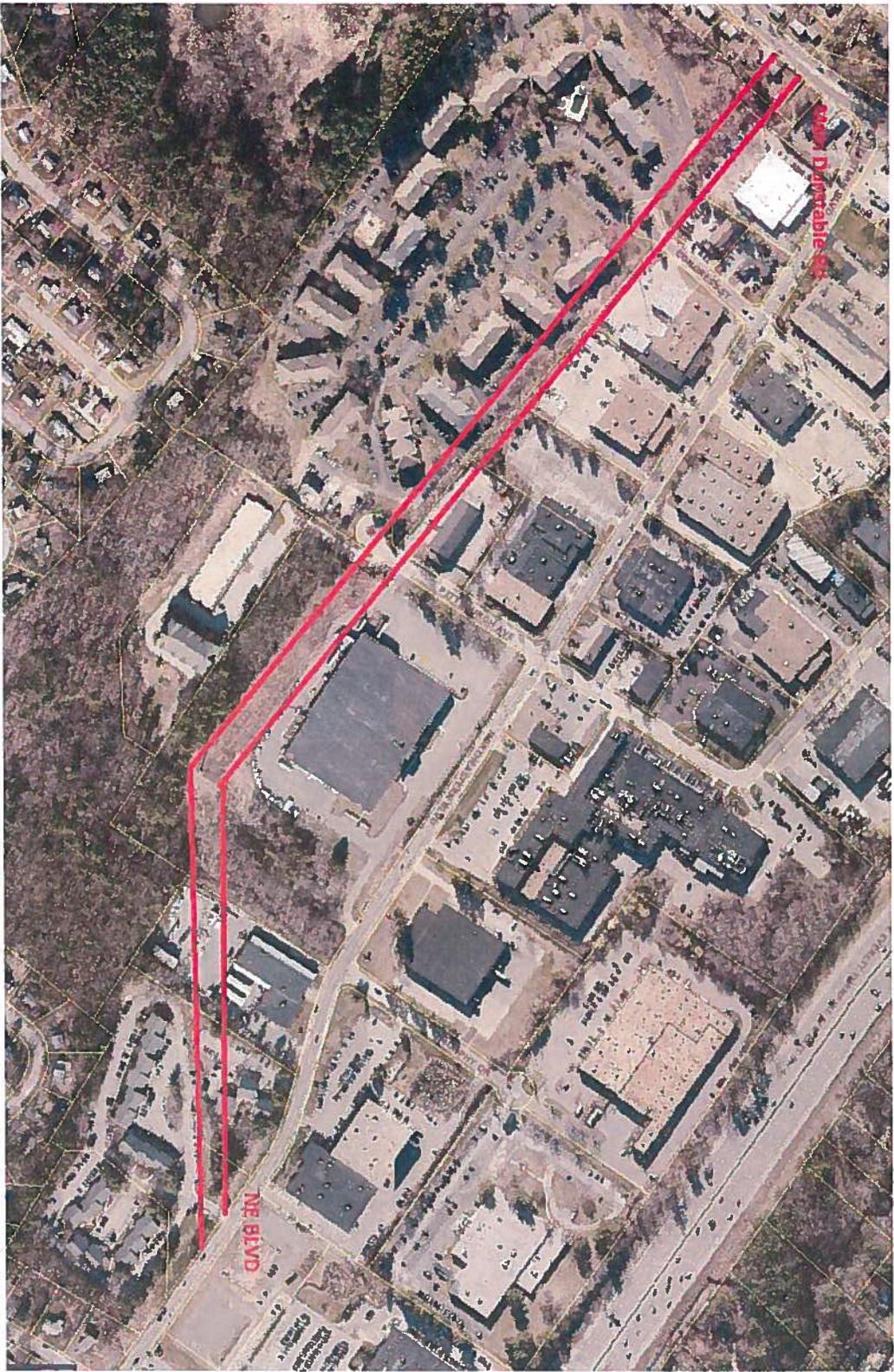
Attachments: Eversource Maps and information.

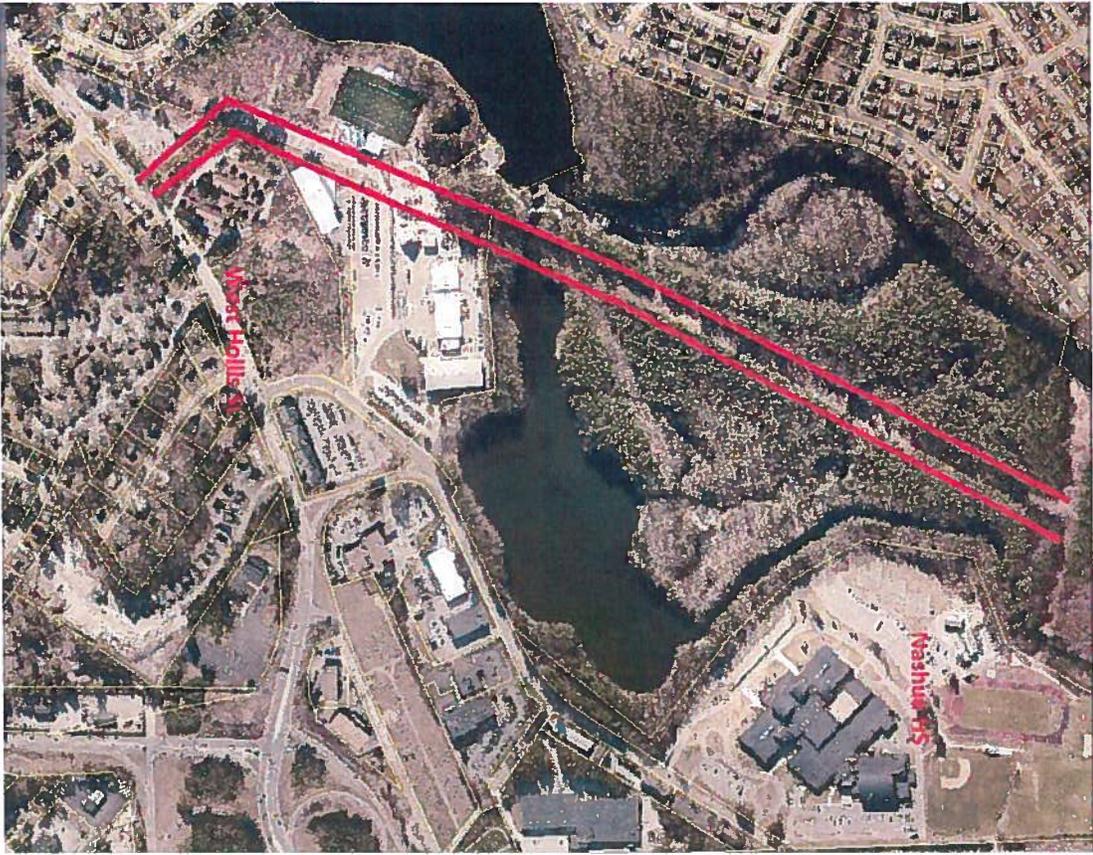
Discussion: The project will be broken up into three separate projects.

Project 1: Eversource full width cutting removing vegetation in the 100 foot easement between the Blue Hill substation on Pine Hill Road and the Broad Street substation.

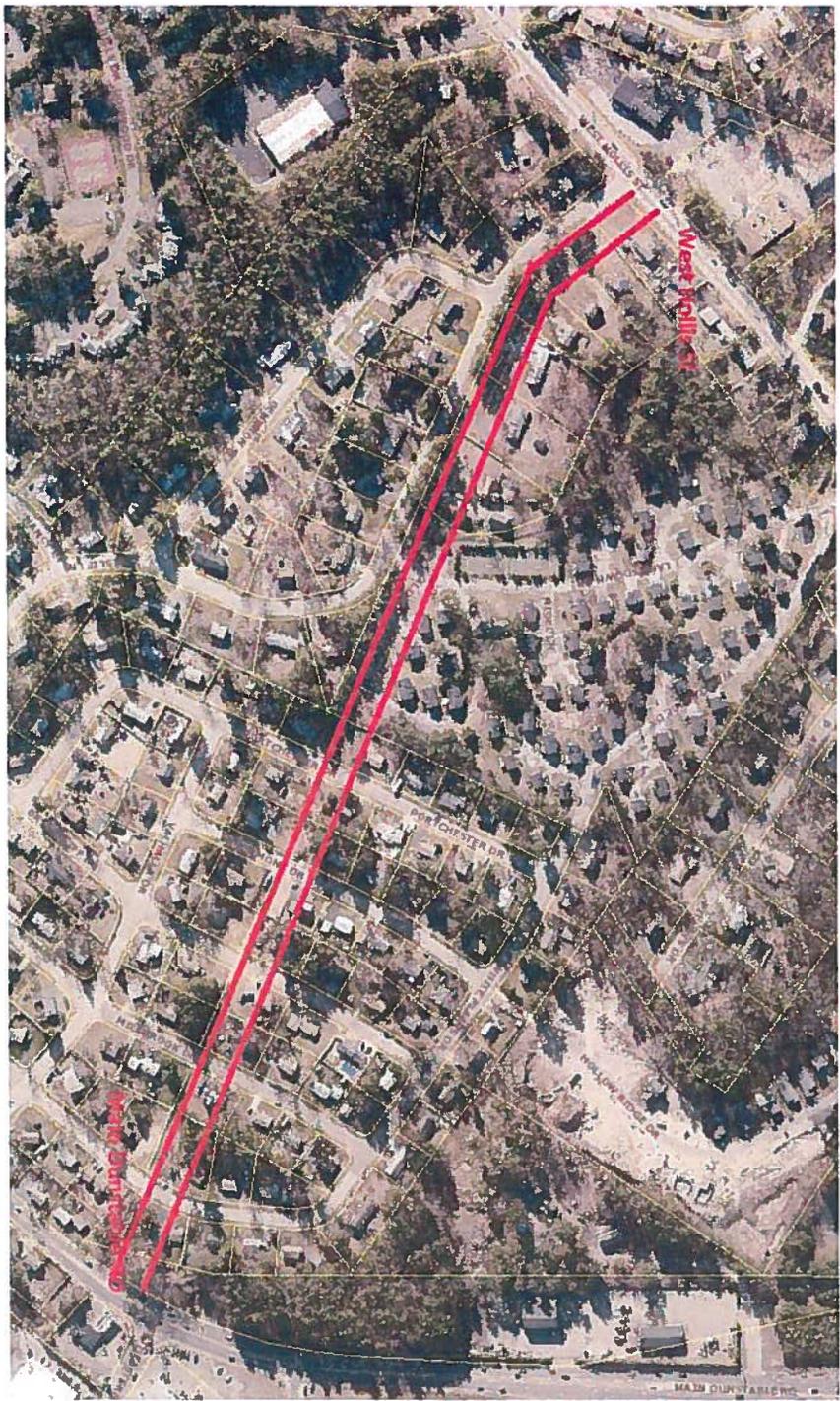
Project 2: Eversource will be side trimming and hazard tree removal from the Broad street substation to the Long Hill substation adjacent to the Everett Turnpike.

Project 3: Eversource will be side trimming and hazard tree removal from their Right Of Way between the Everett Turnpike and Lock Street.

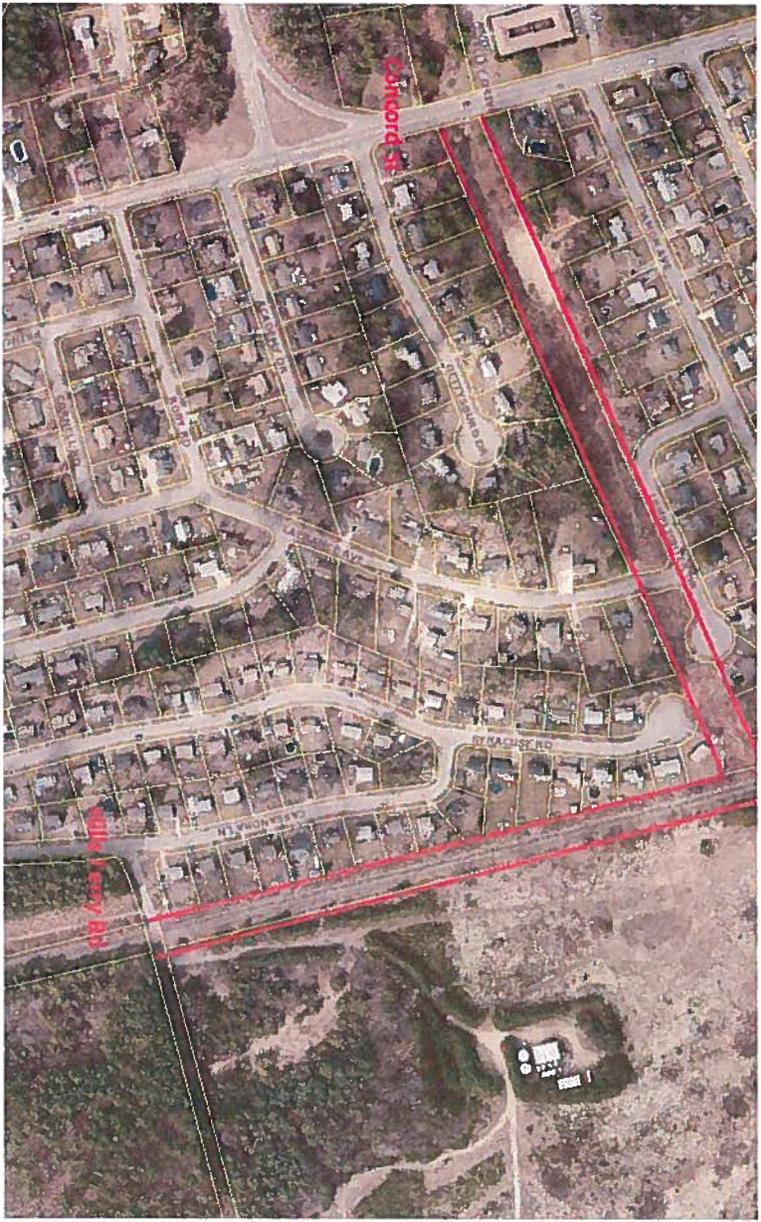






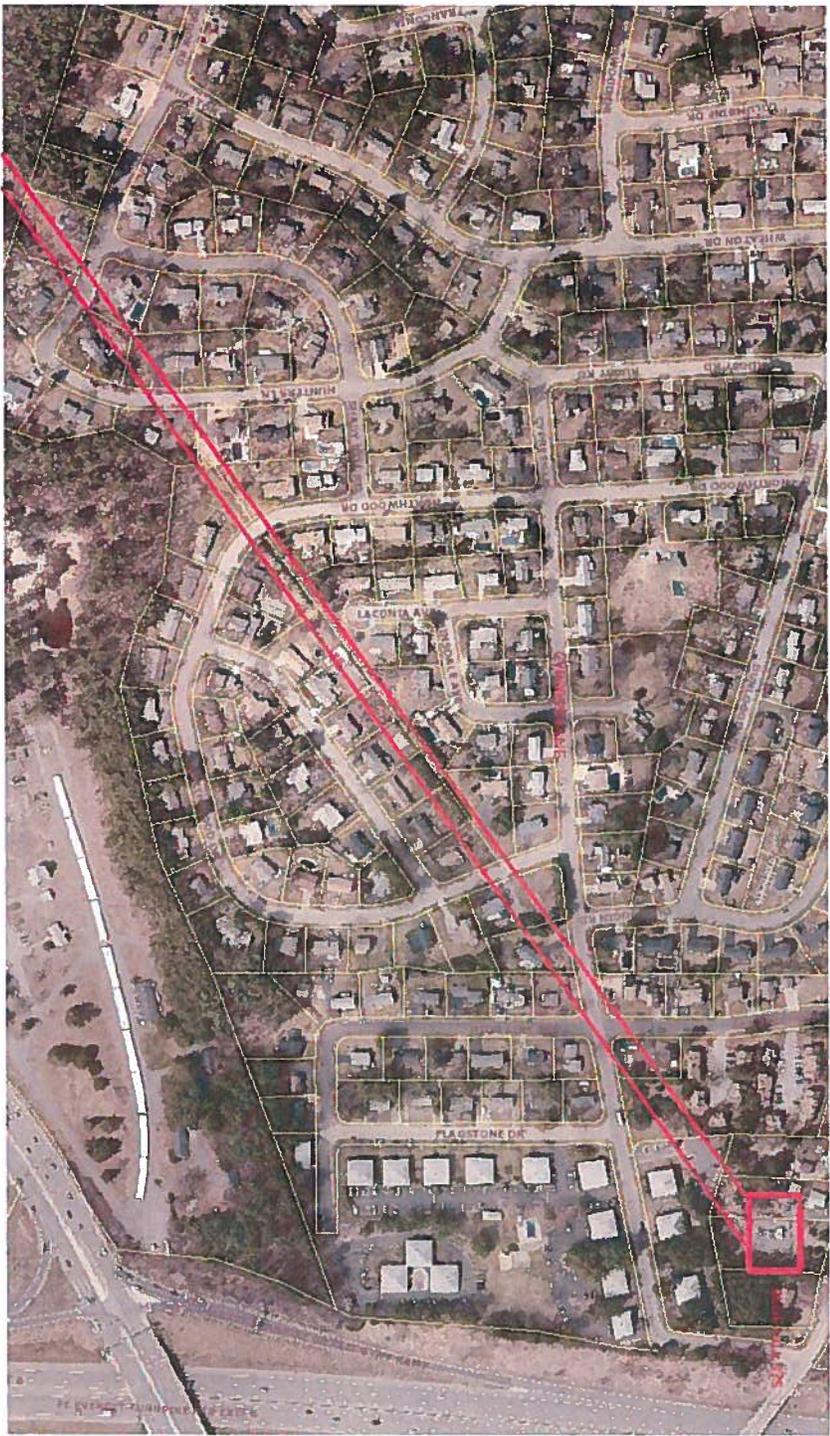


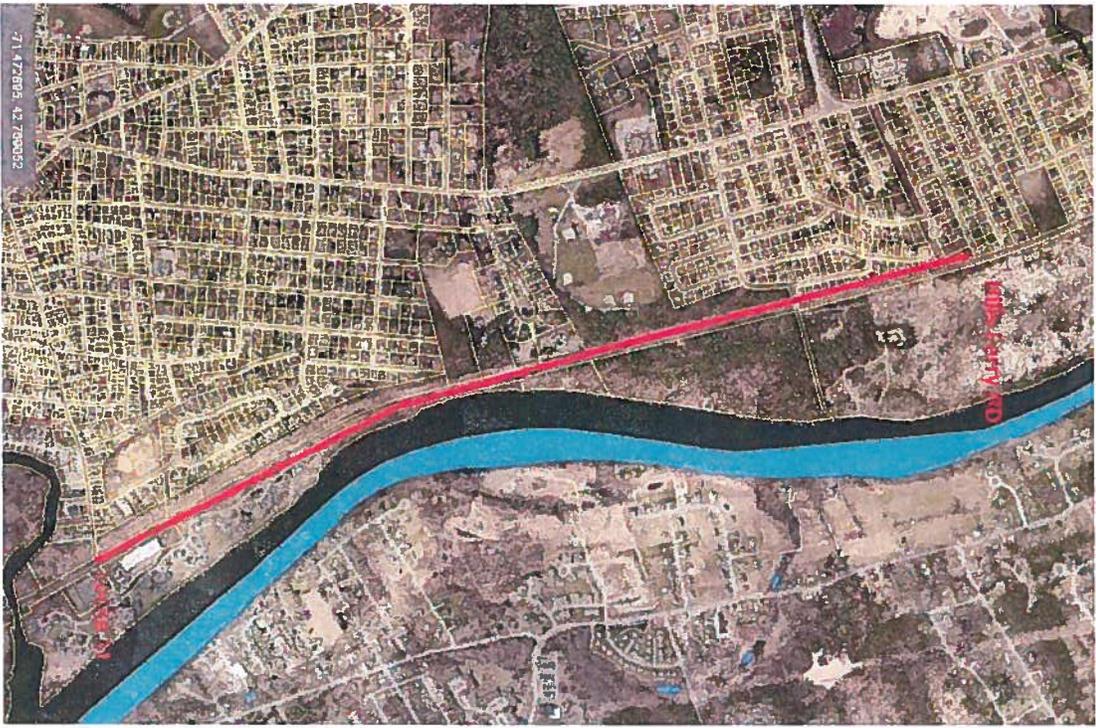












City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016
From: Nicholas Caggiano - Superintendent
Parks and Recreation Department
Re: David Deane Skateboard Park Relocation

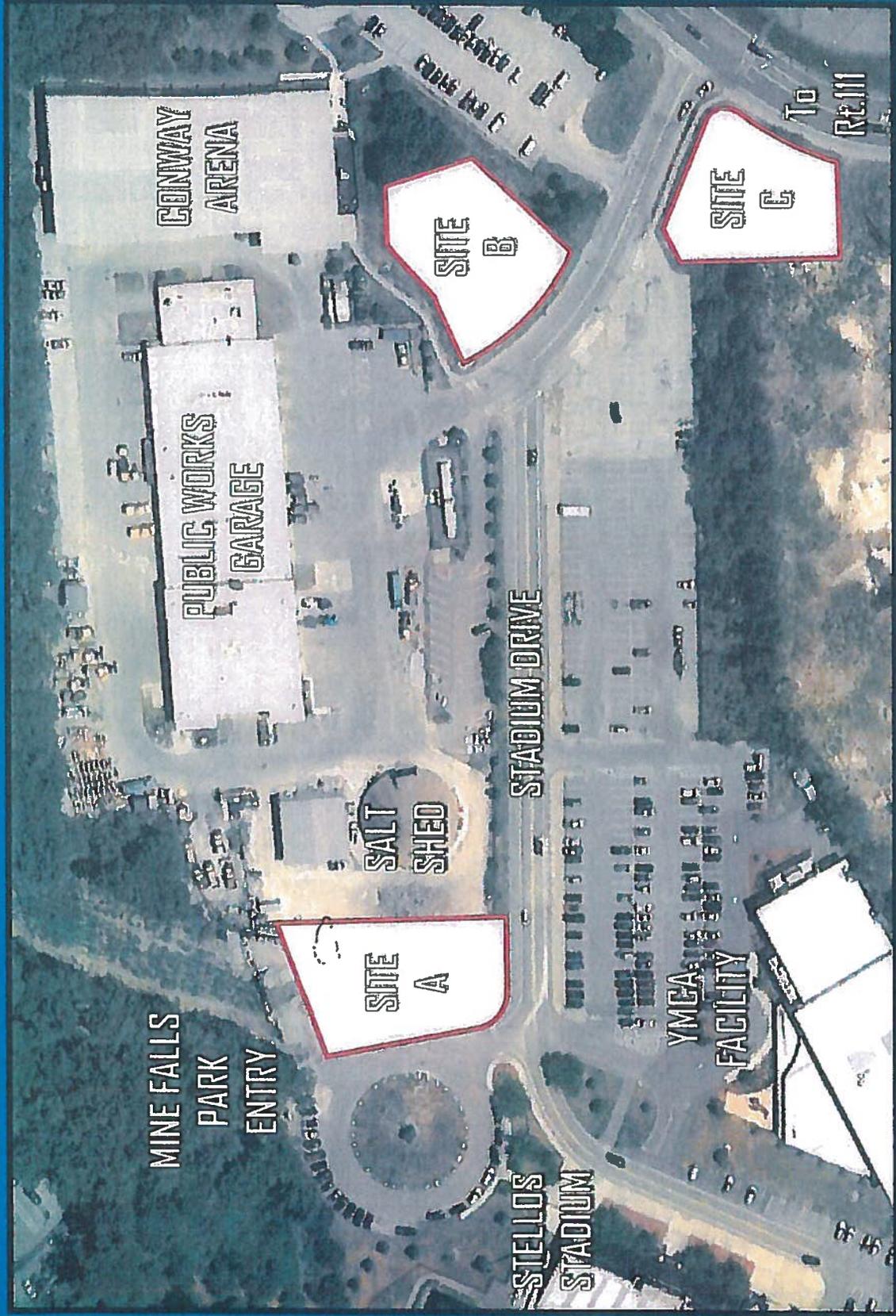
E. Motion: To approve relocation of the David Deane Skateboard Park to Stadium Drive in the area identified as location A on the attached map.

Attachments: Parcel map and concept layout.

Discussion: The relocation of the skateboard park has been a discussion item for some time. A Skate Board Park Committee was assembled to seek out a new location. This committee was comprised of skateboard park users, skateboard industry personnel, members of the public and city officials. The committee proposed numerous locations throughout the city and was asked to rank the locations to determine what the best location would be. The committee chose the site located behind the current salt barn at the Street Department on Stadium Drive due to the surrounding recreational facilities such as the YMCA, Stellos Stadium, The Conway Ice Center, and Mine Falls Park. The future relocation of the Street Department and the general amount of public activity around the area are also favorable to the selected location.

A meeting was held to discuss a conceptual lay out and a proposed time table for the relocation. There is currently more detailed design work being completed. The funding for this proposed project has been identified as the Skateboard Park Trust fund which has a current balance of \$537,561.

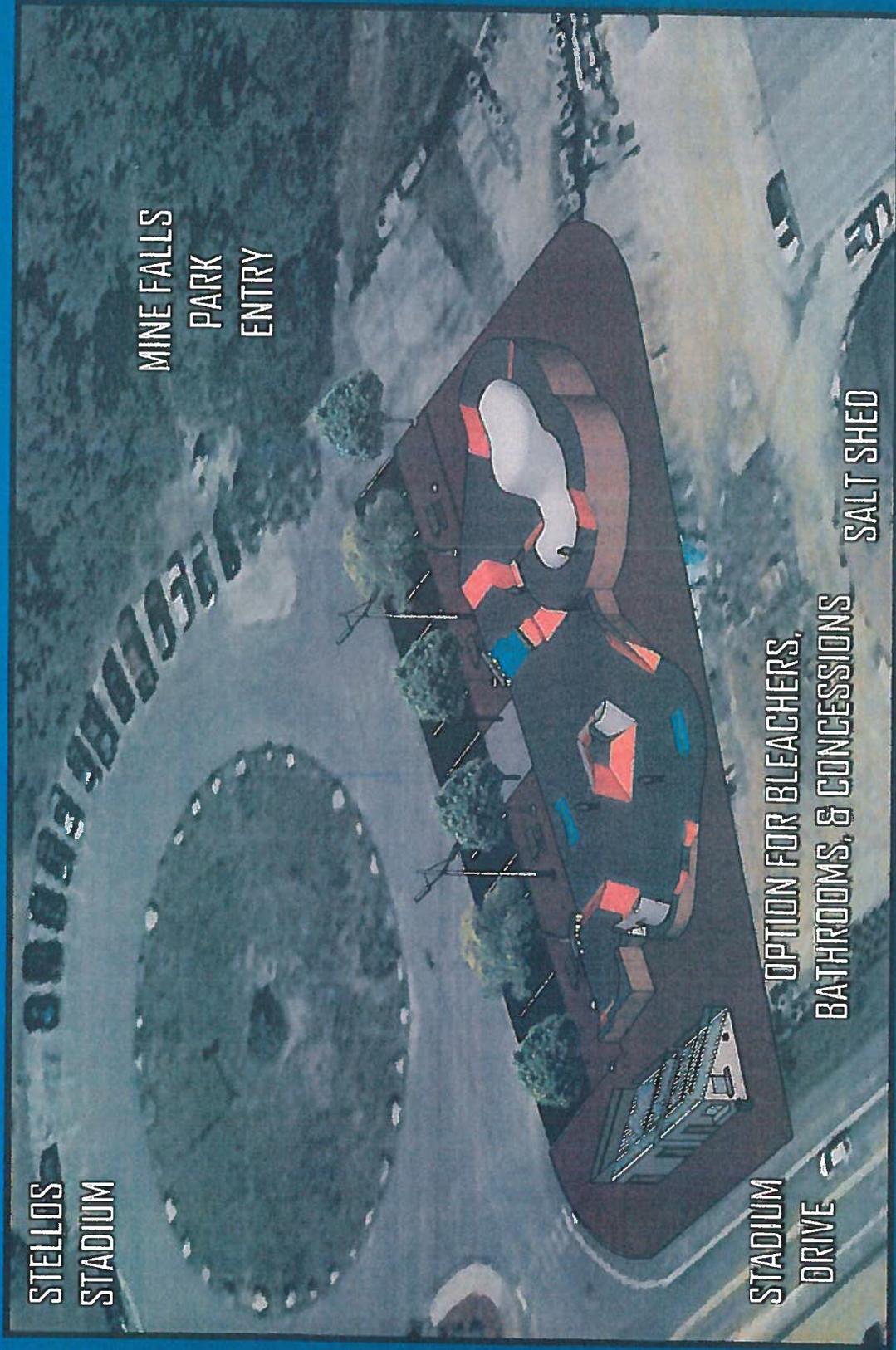
Proposed Skate Park: Stadium Drive



Proposed Skate Park: Stadium Drive



Proposed Skate Park: Stadium Drive



STELLOS
STADIUM

MINE FALLS
PARK
ENTRY

STADIUM
DRIVE

OPTION FOR BLEACHERS,
BATHROOMS, & CONCESSIONS

SALT SHED



THE CITY OF NASHUA

Division of Public Works

Street Department

"The Gate City"

Board of Public Works Meeting of February 29, 2016 Street Department

Agenda

A. Motion: To eliminate the positions of Traffic Supervisor and Operations Coordinator and create the positions of Traffic Foreman and Street Operations Supervisor. Funding for the position will be through: Department: 161- Streets; Fund: General; Account Classification: 51-Salaries & Wages.

B. Motion: To accept the retirement of David Essensa, Collection System Technician, Wastewater Department (currently Street Department).

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: Eric Ryder, Superintendent
Street Department

RE: Staffing – Street Department

A. Motion: To eliminate the positions of Traffic Supervisor and Operations Coordinator and create the positions of Traffic Foreman and Street Operations Supervisor. Funding for the positions will be through: Department: 161- Streets; Fund: General; Account Classification: 51-Salaries & Wages.

Discussion: The Elimination of the Traffic Supervisor and the creation of the Traffic Foreman will provide the department with an additional foreman during winter operations. This will also allow the foreman to be eligible for overtime in the event of an emergency with any of the traffic system. At this time we will also be eliminating the Operations Coordinator and creating a Street Operations Supervisor. The Street Operations Supervisor will take over some of the Traffic Supervisors duties to include soliciting bids for all traffic equipment, sign and striping materials. This position will also be responsible for maintain materials for the Collection Staff recently transferred to the Street Department. The Street Operations Supervisor will be a key member of the team during winter operations.

The position of Traffic Foreman will be affiliated UAW Clerical Technical at a Grade 13. Due to the technical requirements of the position it is anticipated the starting salary for this position will be not-to-exceed \$30.85 per hour or a yearly salary of \$64,166. The position of Street Operations Supervisor will be affiliated with UAW Professional at a Grade 13. The anticipated starting salary would be not-to-exceed \$52,984.

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: February 29, 2016

From: Eric Ryder, Superintendent
Street Department

RE: To accept the retirement of

B. Motion: To accept the retirement of David Essensa, Collection System Technician, Wastewater Department (currently Street Department).

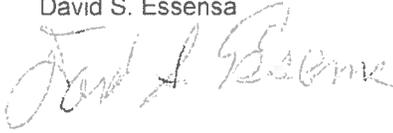
Attachments: Retirement letter and response

2/3/16

To:
Eric Ryder, Superintendant
Street Department - Nashua, NH

I, Dave Essensa, do hereby notify the city of Nashua, NH that I will be retiring as of February 19, 2016.

Thank you,
David S. Essensa

A handwritten signature in cursive script, appearing to read "David S. Essensa", written in dark ink.



THE CITY OF NASHUA

Division of Public Works

Street Department

"The Gate City"

Date: February 3, 2016
To: David S. Essensa
From: Eric M. Ryder, Superintendent of Streets
Re: Letter of Retirement

I am in receipt of your letter of retirement dated February 19, 2016 and will accept it. On behalf of the City of Nashua I would like to congratulate you on your retirement and wish you continued success moving forward.

Your years of service and commitment to the city will not be forgotten.

I wish you the best of health and success in your retirement.

Sincerely

Eric M. Ryder

Superintendent of Streets

Nashua Public Works



THE CITY OF NASHUA

Division of Public Works

Wastewater Department

"The Gate City"

Board of Public Works Meeting of February 29, 2016 Wastewater Department

Agenda

- A. Motion:** To approve the User Warrants as presented.
- B. Motion:** To approve the selection of Ryan Pelissier of Allenstown, NH to the position of Mechanic WWTP 1st Class at the Wastewater Treatment Plant. Starting salary for this position will be \$26.44/hour for a yearly salary of \$54,995.20. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.
- C. Motion:** To approve Change Order #1 in the amount of \$2,491.70 to the contract with Clarity Water Technologies of North Congers, NY for the steam boiler water treatment service at the Wastewater Treatment Facility. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 54 Property Services.
- D. Motion:** To approve Change Order #2 of the construction contract for the NWTF Roof Replacements Project contract to Rockwell Roofing, Inc. in the amount of \$25,723. Funding will be through Department: 169 Wastewater; Fund: WERF; Account Classification: 81 Capital Outlay/Improvements.
- E. Motion:** To approve a contract to Woodard & Curran for professional services for immediate upgrades to SCADA, the installation of a wireless control system and the design costs for upgrading the overall control and SCADA system in the amount of \$188,500. Funding will be through: Department: 169 - WERF; Fund: Wastewater; Account Classification: 81 Capital Outlay/Improvements.
- F. Motion:** To approve the award of the three year contract for the Long-Term Management of Wastewater Biosolids to Casella Organics of Concord, NH, in the amount of \$1,215,030. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 54 Property Services.
- G. Motion:** To approve Amendment 1 to Woodard & Curran's contract for professional services for the Pump Station Upgrades project in amount not to exceed \$15,000 for additional design services. Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: Pump Station Upgrades
- H. Motion:** To approve the installation of a mag flow meter in the wet weather facility at the Wastewater Treatment Facility to Methuen Construction of Salem, NH in amount of \$15,860. Funding will be through: Department: 169 Wastewater; Fund: WERF; Account Classification: 81 Buildings & Improvements.
- I. Motion:** To approve the retirement of Plant Operations Supervisor John Adie effective February 19, 2016.
- J. Motion:** To approve the retirement of Electrical Diagnostic Tech 1 Raynald Houle effective February 19, 2016.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: David A. Simmons, Superintendent
Wastewater Department

Re: Selection of Mechanic WWTP 1st Class

B. Motion: To approve the selection of Ryan Pelissier of Allenstown, NH to the position of Mechanic WWTP 1st Class at the Wastewater Treatment Plant. Starting salary for this position will be \$26.44 per hour for a yearly salary of \$54,995.20. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

Attachments: Application

Discussion: This vacancy was the result of the promotion of Jason Hayden at the BPW meeting January 21, 2016. This position was posted per AFSCME CBA and there was one internal applicant.

The interview team consisted of David Simmons, Superintendent of Wastewater, John Adie, Plant Operations Supervisor, Noelle Osborne, Wastewater Laboratory Supervisor, James Lavalley, Wastewater Maintenance Foreman, and Jeff Lafleur, Superintendent of Solid Waste. The team asked several interview questions related to the job. The candidate was then administered a general knowledge written test based on the requirements of the position as well as a practical test. After review of the interview and written and practical test results, it was determined that Mr. Pelissier has the minimum qualifications, department seniority and sufficient experience and ability to do the job and is recommended for the position.

Mr. Pelissier has been employed by the City since June as an Operator II at the Wastewater Treatment Plant.

Received 1/29/16

Mr. Ryan R Pelissier

Allenstown, NH 03275

Contents:

1. Online Application

Prepared for: David Simmons
City of Nashua
Jan 29, 2016 6:51 AM

City of Nashua Online Application

Pelissier, Ryan - AppNo: 6708

Date Submitted: 1/28/2016

Internal Candidate

Personal Data

Name:	Mr.	Ryan	R	Pelissier
	(Title)	(First)	(Middle Initial)	(Last)

Other name(s) under which transcripts, certificates, and former applications may be listed

Other:				
	(Title)	(First)	(Middle Initial)	(Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City: Allenstown
State/Province: NH
Zip/Postal Code: 03275
Country: United States of America
Daytime Phone:
Home/Cell Phone:

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:

JobID: 439		Date Last Submitted	Experience in Similar Positions
	Skilled Craft: Mechanic WWTP 1st Class at Wastewater Treatment Plant (WWTP)	1/28/2016	10 years

Position Desired:

Professionals

1. Employee Benefits Specialist

Service Maintenance

1. Truck Driver, Street Repair

Skilled Craft

1. Collection System Operator
2. Collection System Technician
3. Mechanic WWTP, 1st Class
4. Operator I, WWTP
5. Operator II, WWTP

Experience in Similar Positions

-

-

2 years
2 years
10 years
2 years
2 years

Experience

Please list ALL relevant work experience beginning with the most recent.
Please note that typing 'see resume' will not be accepted.

City of Nashua Online Application

Pelissier, Ryan - AppNo: 6708

Date Submitted: 1/28/2016

Internal Candidate

Experience Continued

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
City of concord General services sewer division Truck driver/laborer		North state st Concord, Nh 03275 603-228-2737		Kevin bartlett 603-228-2737	
Date From - Date To:	07/2013 - 01/2015	Full or Part Time:	Full	Last Annual Salary:	\$38,000
Reason for Leaving:	Money				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Truck driver, laborer, main line camera operations, lateral camera operations, vactor operations, backhoe operations, main line and service line maintenance and repairs, cross country line maintenance, Manhole structure installs and repairs, pipe jobs and general construction and laborer work, Random Maintenance work				
Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
City of Concord General Services Highway Utilities Sewer Division Truck Driver, Laborer		North state st Concord, nh 03301 603-228-2737		Kevin Bartlett 603-228-2737	
Date From - Date To:	07/2013 - 01/2015	Full or Part Time:	Full	Last Annual Salary:	38,000
Reason for Leaving:	career opportunities				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Main/service line repair, maintenance, installation; main line camera operations, vactor jet truck operations, cross country line maintenance, man hole maintenance, repairs, installation, backhoe operations, jetting, de-icing sewer lines, truck driver, laborer, NH wastewater collections grade 1 cert, NH wastewater treatment operator grade 2, NH water distribution grade 1, MA wastewater grade 1 treatment				
Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Town of Hooksett highway dept truck driver/laborer		310 west river rd hooksett, NH 03106 603-668-8019		Doug 603-668-8019	
Date From - Date To:	10/2009 - 07/2013	Full or Part Time:	Full	Last Annual Salary:	\$32,000
Reason for Leaving:	job at city of Concord				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	my duties included snow plowing/removal, mowing, street sweeping, chainsaw work, backhoe, loader operations, installation of drainage structures and pipe, laser and level equipment, private contractor inspections				

City of Nashua Online Application

Pelissier, Ryan - AppNo: 6708

Date Submitted: 1/28/2016

Internal Candidate

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Pembroke Academy, Pembroke, New Hampshire
Graduation Status: H.S. Diploma

Colleges, Universities and Technical Schools Attended:

No education was entered.

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Please explain how your past personal and professional experience make you a quality candidate for the position for which you are applying.

I am a young hard worker, that is willing to learn and expand my profession in the wastewater industry. i have a CDL-B license with tank endorsement, 10+ years experience in operating backhoes, skidsteers, loaders, and excavators. i have obtained a NH wastewater Treatment Operator grade 2 license, NH wastewater collections operator grade 1, and NH water distribution grade 1 license. MASS grade 1 treatment Operator license. I can operate main line camera unit, as well as lateral camera and locating equipment, vator jetter truck, steam equipment for froze lines. I have managed and operated small excavation businesses with multiple employees and equipment. I own Multi family buildings and i do all the maintenance work including electrical, plumbing, carpentry. some skills include pvc/copper plumbing work, household electrical, framing, siding, roofing. ive built a handfull of houses and garages.

Here is a list of some of the license/certi ficates i have.

NH wastewater treatment operator grade 2
NH wastewater collections grade 1
NH water distribution grade 1
MA wastewater treatment operator Grade 1
Osha Asbestos Cement Pipe Safety
Confined space entry and non-entry rescue
Trench box safety
Rebuilding Americas Roadways
Pavement Preservation
Advanced car control
Road Safety 365
Firefighter level 1
NH EMT basic
S130, S190, L100, L180
Hazardous Materials Awareness/Operations
Traffic Sign Retro-reflectivity
Chain Saw Safety
Ticks and Invasive species

City of Nashua Online Application

Pelissier, Ryan - AppNo: 6708

Date Submitted: 1/28/2016

Internal Candidate

Professional References

	Reference 1	Reference 2
Name:		
Employer:		
Current Position:		
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:	>	>
Email:		
Relationship to Candidate:	co worker	co worker
Years Known:	1	2
	Reference 3	Reference 4
Name:		
Employer:		
Current Position:		
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:	>	>
Email:		
Relationship to Candidate:	ex boss	dad / co worker
Years Known:	5	25

Referrals

How did you hear about employment with us?

Company Web Site

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

Disclosures

Contract Status

* Are you currently under contract?

No

If Yes, which employer?

If Yes, when does it expire?

When may your present employer be contacted?

City of Nashua Online Application

Pelissier, Ryan - AppNo: 6708

Date Submitted: 1/28/2016

Internal Candidate

Disclosures continued

Professional Status

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment? No

If Yes, explain:

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation? Yes

List any accommodations:

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records of conviction or arrest.

* Are you eligible to work in the United States? Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation? No

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

Equal Opportunity Employer

City of Nashua is an Equal Opportunity Employer. City of Nashua ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. City of Nashua has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the City of Nashua to conduct an investigation of candidate to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any

City of Nashua Online Application

Pelissier, Ryan - AppNo: 6708

Date Submitted: 1/28/2016

Internal Candidate

liability or damages on account of having furnished such information.

I agree

Resume

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: David A. Simmons, Superintendent
Wastewater Department

Re: Steam Boiler Water Treatment Service -- Change Order #1

C. Motion: To approve Change Order #1 in the amount of \$2,491.70 to the contract with Clarity Water Technologies of North Congers, NY for the steam boiler water treatment service at the Wastewater Treatment Facility. Funding will be through Department: 169 Wastewater; Fund: Wastewater; Account Classification: 54 Property Services.

Discussion: Clarity Water Technologies provides the water treatment service to the new steam boilers at the facility.

The original contract, in the amount of \$8,990, was for a twelve month period beginning February 1, 2015 and ending January 31, 2016. PO # 121661 was issued was FY2016.

This Change Order #1 in the amount of \$2491.70 will extend the contract through FY 2016. Bids will be solicited for the FY2017 service agreement.

Upon approval of Change Order #1 the total contract value will be \$11,481.70.



AGREEMENT

Effective Date: February 1, 2016

Clarity Water Technologies LLC agrees to provide services and chemicals to the customer the City Of Nashua for a period of 5 months. The Customer agrees to pay \$2491.70 and will be billed monthly @ \$498.34

SHIP TO:

City of Nashua

Sawmill Rd

Nashua, NH 03060

Receiving

BILL TO:

City of Nashua

9 Riverside St

Nashua, NH 03060

ATTN: ACCOUNTS PAYABLE

CUSTOMER and Clarity Water Technologies LLC agree that the ultimate success of any treatment program provided by CWT to CUSTOMER hereunder is dependent on diligent application of the program in full accordance with recommendations made by CWT during normal service visits. CWT accepts no responsibility for any failure caused in whole or part by CUSTOMER'S lack of diligence or failure to follow CWT recommendations. CWT will be responsible for reasonable diligence and care in providing this program. CWT will not be responsible for failure or delay in providing its program due to any act or circumstances beyond its control. This Program is based on current operating conditions and is subject to change if conditions alter. Either party upon 30 days prior written notice to the other may terminate this Agreement.

CUSTOMER: City of NH

By:

(Printed Name)

Title:

Clarity Water Technologies LLC:

By: *Thomas Hageman*

Thomas Hageman

(Printed Name)

Title: North East Regional Manager/Owner

Tax Exempt Check One) Yes No
If yes, a tax exemption certificate needs to be attached to the agreement in order to process the contract.

WHEN OUR CUSTOMERS SUCCEED WE SUCCEED

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: David A. Simmons Superintendent
Wastewater Department

Re: NWTF – Rockwell Roofing – Change Order 2

D. Motion: To approve change order #2 of the construction contract for the NWTF Roof Replacements Project contract to Rockwell Roofing, Inc. in the amount of \$25,723. Funding will be through Department: 169 Wastewater; Fund: WERF; Account Classification: 81 Capital Outlay/Improvements.

Discussion: The original contract for Rockwell Roofing to replace the roofs on eight buildings at the Wastewater Treatment Facility is for \$382,500. Change order 1 was to install new roof drains on the buildings in an amount of \$1,547.50 to bring the new contract value to \$384,047.50.

Following completion of the newly installed roofs, rainwater could still enter the Admin Building at the Lab area. It was determined the water is entering through gaps in the original coping that was installed with the original building in 1972. The entire coping needs to be replaced on the roof in the Admin Buildings. In addition, there are gaps in the concrete roof coping in the Grit Building that need to be removed and resealed. Rockwell Roofing has developed a cost proposal for these 2 items in the amount of \$25,723 as shown on the attached cost proposals.

The Wastewater Department has reviewed Rockwell's costs for both items which appear to be in line with this type of work. The new value of their contract following this change order will be in the amount of \$409,770.50.

The roof replacement project is a scheduled replacement identified in the wastewater equipment replacement fund (WERF), asset ID: RR

ROCKWELL ROOFING INC.

44 POND STREET
LEOMINSTER, MA 01453
978.537.7825 PHONE
978.537.3867 FAX

CHANGE ORDER REQUEST PROPOSAL #003

TO:	FROM:
William Keating	Bob Barry
COMPANY:	DATE:
City of Nashua Wastewater Engineer	FEBRUARY 1, 2016
PHONE:	
PROJECT:	LOCATION:
Nashua Wastewater Treatment Facility Roof Replacement	Nashua, NH
RE:	
Caulk joint at the grit building	

URGENT FOR REVIEW PLEASE COMMENT PLEASE REPLY PLEASE RECYCLE

NOTES/COMMENTS

Detailed breakdown of additional costs:

Labor:

2 roofers 1 day/6 hours per day @ \$75.00 per hour = \$900.00

Material:

Backer Rod 1 rolls @ \$26.00 per roll = \$26.00

Caulk 8 tubes @ \$9.00 per tube = \$72.00

Mark-up 10% \$100.00

Total cost to furnish and install new caulking: \$1,098.00

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016
From: David A. Simmons, Superintendent
Wastewater Department
Re: SCADA Upgrades Design Services

E. Motion: To approve a contract to Woodard & Curran for professional services for immediate upgrades to SCADA, the installation of a wireless control systems and the design costs for upgrading the overall control and SCADA system in an amount of \$188,500. Funding will be through: Department: 169 - Wastewater; Fund: WERF; Account Classification: 81 Capital Outlay/Improvements.

Attachments: Memorandum of Agreement-SCADA Upgrades and TRM List - Scope of Work and Fee.

Discussion: The Wastewater Plant has been using the services of Woodard Curran for SCADA upgrades to the Wet Weather Facility due to their extensive experience and expertise with SCADA systems at wastewater plants. Upon an initial evaluation of the plant wide SCADA system, Woodard and Curran determined the entire SCADA system is in need of upgrades. They have broken down the SCADA upgrades over a period of 3 years, the first being FY2016.

Woodard and Curran will initially perform SCADA upgrades that can be performed in a short time frame or approximately 3 months, and are identified in the attached TRM list. This work will significantly improve the existing SCADA system reliability and backup. Their fee for these services comes to \$48,932. In addition, they will install a wireless SCADA network at 12 control controls panels such that operators will be able to update their plant checks with tablets. This cost comes to \$33,000. Finally, they will do a complete design of the control system and associated SCADA system. This work will involve upgrading 13 control panels such that there will be uniformity of the system components to allow for simplified operations, have less chance for mistakes, standard maintenance and ease of parts procurement. This effort will also involve upgrades to allow SCADA control for all control panels. The total costs for this design effort comes to \$106,568. The total for all three of these upgrades comes to \$188,500, and is part of the WERF list, Asset ID: SCADA.

The SCADA work will be completed over 3-years, the first year being FY2016. Based on Woodard & Curran's design effort, additional SCADA upgrades will be identified for FY 2017 and FY 2018.



WOODARD & CURRAN
MEMORANDUM OF AGREEMENT

Project Number: P228730.13 Client PO Number: _____
Client Name: City of Nashua, NH
Contact Name: Dave Simmons Contact Email: simmons@d@nashuanh.gov
Address: 2 Sawmill Road Phone: 603.589.3560
City: Nashua State: NH Zip: 03060
Project Name: City of Nashua, NH – SCADA TRM List, Wireless and Design Phase
Project Location: Nashua, NH

See Attachment A

Services: Woodard & Curran will execute the work listed in Attachment A. The Troubleshoot, Repair and Maintain list presented to the staff on January 12, 2016 and amended and updated on January 21, 2016. Woodard & Curran will design, install and configure a wireless SCADA System. Woodard & Curran will design and produce bidding documents for Phase 1 of SCADA Upgrades.

Start Date: March 15, 2016 End Date: June 30, 2016

Fee Basis:

Lump Sum Amount \$188,500.00 Estimated Fee Amount \$ _____
 Expenses (see attached schedule)

Pricing is valid for 60 days from date of proposal.

If the above fee is indicated as Time & Expenses with an estimate, our fee will be based on the time expended and costs incurred. Additional services requested, unusual problems or difficulties may necessitate a higher fee. If a maximum fee amount is indicated, this amount will not be exceeded without further authorization by the Client. Woodard & Curran will provide these services under the terms and conditions of the Contract for Professional Services between the City of Nashua, NH, and Woodard & Curran as agreed to by both parties in June 2015.

Billings will be: Monthly At completion of services Other _____
Terms will be: Net 30 days Other _____

The above is intended as a summary of our agreement for the performance of the work described. Please examine same carefully and, if accurate, indicate your approval and acceptance in the space provided below.

Date: February 16, 2016 By: _____ Woodard & Curran
Title: Senior Vice President

Accepted:

The undersigned hereby states that they are the person or duly authorized agent of the person or organization contracting for the above services on the above described project; and that the terms and conditions stated are understood and herewith agreed to and accepted. Woodard & Curran. is hereby authorized to proceed with the services outlined above.

Date: _____ By: _____
Title: _____



WOODARD & CURRAN ATTACHMENT A

RESPONSIBILITY OF THE CLIENT

- Provide access to the SCADA System, Computers and other control equipment and documentation;
- Ensure all electrical systems, communications and power are properly functioning to allow the improvements;
- Assumes any existing instrumentation required to implement upgrades including but not limited to flow, level and chlorine analyzers are properly functioning;
- Determine internally with plant personnel the criteria for users, permissions and passwords;
- Attend meetings and provide feedback as needed

RESPONSIBILITY OF WOODARD & CURRAN

- All tasks in the following TRM list;
- Create Wireless Access points at (13) thirteen control panels
- Complete Phase 1 – Detailed Design and Bidding Phase: Under this phase, the detailed design for the plant sites would be completed. Woodard & Curran recommends that the detailed design for all plant sites (regardless of schedule) be completed as one project for greater efficiency. The deliverables would be structured so the City can choose the sites to upgrade and develop a set of contract documents for those sites. This budget assumes one bidding phase.
- Complete all work on or before June 30, 2016 contingent upon receipt of purchase order from the City of Nashua by March 30, 2016.



	TRM Priority	TRM Type	Task Description
Item No. 1	1 - High	Maintenance	New SCADA Server computer – Dell Optiplex Desktop Windows 7 – Full SCADA Computer utilized as server to clients – includes two monitors and PC processing power for server hosting. Assumes use of two existing monitors at plant. SCADA Security - Add Individual Log-ins to SCADA
Item No. 2	1 - High	Troubleshoot	Alarm Summary Clean-Up - Identify Alarms and resolve to prevent 50+ active alarms. Work with Nashua operator to chase down, troubleshoot, and eliminate nuisance alarms causing the Alarm Summary screen to be ignored
Item No. 3	2 - Medium High	Maintenance	RAS Plant Flow Pacing Control – Work with operations to determine RAS pump pacing with plant flow. Update any plant control narrative and O&M Manuals
Item No. 4	2 - Medium High	Repair	Specify and develop Purchasing List for replacement of ALL UPS Units for SCADA HMI and PLC Panels. Develop UPS Sizing and Model Spec based on VA and space requirements. Ensure PLC Panels are wired to power PLC equipment on load side of UPS. Work with Electrician (Ray) to evaluate priority panels.
Item No. 5	2 - Medium High	Maintenance	Historical Trends on SCADA Facelift – Create single HMI Full size SCADA Screen using trend template and dropdown for historical trends. Eliminate over 50 HMI Screens.
Item No. 6	2 - Medium High	Maintenance	Gas Analyzers Overview Screen – organize all Gas Analyzers and status of alarm horns to common SCADA Screen
Item No. 7	2 - Medium High	Maintenance	Pump Runtimes Screen – Add cumulative & maintenance runtimes to PLC/SCADA
Item No. 8	2 - Medium High	Maintenance	Remote Access - Team viewer with SonicWall – Provide Hardware & Software to provide secure remote access by plant operations. Work with Nashua IT to provide City Network access to SonicWall & SCADA Server



Item No. 9	3 - Medium	Troubleshoot	Chlorination & Dechlorination Re-Program – Add flow & trim residual controls allowing operations to leave systems in automatic. Increase informational awareness of system including dose, chemical usage and failover.
Item No. 10	3 - Medium	Maintenance	Update proposed Network Architecture drawings to include Plant Existing Network Architecture
Item No. 11	3 – Medium	Maintenance	Migrate FactoryTalk Historian to New Server computer and re-establish link with HACH WIMS using dual NIC Card connected to City Network via SonicWall
Item No. 12	4 - Medium	Repair	Johnson Controls MetaSys – Work with Vendor & plant staff to identify Network management, document Ethernet IP Nodes on network, and identify spare fiber optic cables for use of HVAC Network

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: David A. Simmons, Superintendent
Wastewater Treatment Facility

Re: Long Term Management of Wastewater Biosolids

F. Motion: To approve the award of the three year contract for the Long-Term Management of Wastewater Biosolids to Casella Organics of Concord, NH, in the amount of \$1,212,030. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 54 Property Services.

Attachments: Long Term Management of Wastewater Biosolids Bid Comparison

Discussion: The wastewater facility operates an anaerobic digester, which digests both primary and secondary sludge. The biosolids that are generated are designated Class B Biosolids after anaerobic digestion. The facility requires a service provider to remove the dewatered sludge cake from the premises. This removal is required to be in an environmentally sound manner and be in accordance with all applicable federal, state and local laws, rules and regulations.

Requests for Proposals (RFP) were solicited from several firms on January 5, 2016 and the offering was posted on the City's website under reference document RFP1088-020416. There was a mandatory pre-bid meeting held on January 19, 2016 with four vendors in attendance. Pricing was requested for a three-year period on a per wet ton basis. Additional pricing for removal of biosolids was requested for three additional one-year extensions and for emergency removal of non-Class B biosolids.

Bids were received from two contractors as follows:

Casella Organics	Concord, NH	\$40.90/wet ton
Resource Management, Inc.	Holderness, NH	\$42.00/wet ton

The NWTF processes approximately 8,900 wet tons of biosolids using the newly installed sludge dewater equipment. It was stated in the RFP that the initial contract award shall be awarded based on unit price per wet tons of biosolids for the three calendar years. This results in a bid amount of \$1,092,030 from Casella Organics versus a bid total of \$1,121,400 from Resource Management, Inc. for three years.

In addition, it was determined that per industry standards, the use of diesel fuel surcharge price adjustment was appropriate to protect the City from higher bid prices due to uncertainties of future costs of diesel fuel, especially for long-term contracts. An additional \$20,000 allowance is added to contract amount to cover this cost. Also, there needs to be an allowance to account for process upsets in which the dewatered sludge does not meet Class B biosolids standards and the plant must pay the service provided extra costs to haul off non Class B biosolids. An additional \$100,000 is included for these situations.

References for Casella Organics have been checked and found to be satisfactory. Based upon the submitted bids, we recommend awarding this three year contract to the low bidder, Casella Organics of Concord, NH in the amount on \$1,212,030.

PROJECT PRICING

1. Pricing for three calendar years, per wet ton to pick up, transport and dispose of the City of Nashua's biosolids (including container). Amount to be invoiced and paid on a monthly basis.

\$ 40.90 per wet ton

\$ 120.00 per hr

Optional services:

2. Pricing for fourth calendar year per wet ton to pick up, transport and dispose of the City of Nashua's biosolids (including container). Amount to be invoiced and paid on a monthly basis.

\$ 41.72 per wet ton

\$ 122.40 per hr

3. Pricing for fifth calendar year per wet ton to pick up, transport and dispose of the City of Nashua's biosolids (including container). Amount to be invoiced and paid on a monthly basis.

\$ 42.55 per wet ton

\$ 124.85 per hr

4. Pricing for sixth calendar year per wet ton to pick up, transport and dispose of the City of Nashua's biosolids (including container). Amount to be invoiced and paid on a monthly basis.

\$ 43.40 per wet ton

\$ 127.35 per hr

5. Allowance for fuel cost adjustments

\$20,000 over duration of contract

NOTE: Class B biosolids costs include management, transport and disposal costs. Non-Class B disposal costs include management and transportation costs on a combined hourly basis (does not include additional disposal costs to dispose at a site).

Comments, Exceptions, Additional Pricing Information:

Please see proposal for alternate proposal for transportation and disposal of non-Class B Biosolids, and formula for fuel cost adjustments above \$3.00 per gallon

Service Provider Name and Address

110 Main Street, Suite 1308, Saco, ME 04072

Phone: 1-800-933-6474

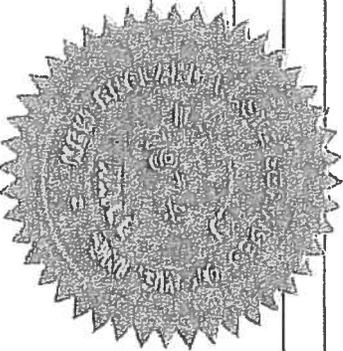
Fax: 603-228-2010

E-mail: Patrick.Ellis@casella.com

Michael R. Hodge
 (Authorized Signature)

02/04/16
 (Date)

Michael R. Hodge, Vice-President
 (Printed Name and Title)



Estimate Yearly Costs based on Casella's Bid

Item	Quantity	Unit Cost	Total Cost/yr	Cost for 3 Yrs
1. Sludge Hauling	8900	40.9	\$364,010	\$1,092,030
2. \$20,000 for fuel adjustments	1	20000	\$6,667	\$20,000
3. Non Class B Transport	1	100000	\$33,333	\$100,000
Total Costs				\$1,212,030

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: David A. Simmons, Superintendent
Wastewater Department

Re: Amendment 1 to the Pump Station Upgrades Design Services – Phase 1 – Study and Evaluation

G. Motion: To approve Amendment 1 to Woodard & Curran's contract for professional services for the Pump Station Upgrades project in amount not to exceed \$15,000 for additional design services. Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: Pump Station Upgrades.

Attachments: Pump Station Upgrades – Amendment 1 to the Evaluation and Study Phase- Scope of Work and Fee

Discussion: The design phase services for the Study and Evaluation of the Pump Station Upgrades project was awarded to Woodard & Curran of Portland, ME on July 10, 2015 in an amount of \$82,590. This amendment will increase the total amount by \$15,000 to a new total of \$97,590.

Woodard & Curran were on budget for their services until the forcemain break at Northgate Pump Station occurred. At the City's request, we asked them to evaluate alternatives, in the event we need to come up with a design for a new forcemain in a fast turn-around. Woodard & Curran evaluated various alternatives for a new forcemain along with preliminary costs and submitted the report to the Wastewater Department. In addition, Woodard & Curran also provided assistance on the Newton Drive pump station that also had a forcemain leak. They evaluated the forcemain size needed to replace the existing forcemain. Both of their efforts in evaluating these forcemains will carry over to the upcoming design phase services so there was no wasted effort in performing these evaluations. An additional \$15,000 should be added to their contract so they can complete the remaining work on the Study and Evaluation Phase of this project.

Their additional costs for this amendment to the study and evaluation phase was reviewed by the Wastewater Department and was found to be reasonable for the scope of work involved. This project is eligible for a 20% State Aid Grant from the New Hampshire Department of Environmental Services.

AMENDMENT NO. 1
To
ENGINEERING REPORT, DESIGN & BIDDING PHASE
CONTRACT FOR PROFESSIONAL SERVICES
FOR
TREATMENT WORKS

CITY OF NASHUA, NEW HAMPSHIRE

This AMENDMENT No. 1 made and entered into at Hillsborough County, New Hampshire, this _____ day of _____ 2016 will increase the scope to the CONTRACT between the City of Nashua, New Hampshire and Woodard & Curran, dated July 10, 2015 for Engineering Report Phase Contract for Professional Services for Treatment Works.

The additional scope is to provide additional report phase services for investigating and adding the following components to the bid documents:

1. Northgate Forcemain Failure – Repair and Replacement Options.

Payment will be in accordance with the original agreement based on monthly billing based on hours and rates by labor category with mark-up and incidental expenses in accordance with the attached fee schedule as modified for this amendment.

That the dollar amount in Section IV, Paragraph A, Item 2, on page 3 be amended to read:

“...Ninety seven thousand, five hundred and ninety Dollars (\$97,590).”

The schedule for rendering services shall be 30 days after execution of this amendment.

IN WITNESS WHEREOF, the parties hereto have affixed their hand and seals at Hillsborough County, New Hampshire, the day, month, and year first above written.

ENGINEER:

By: _____
(Authorized Representative*)

Date: _____

OWNER:

By: _____
(Authorized Representative*)

Date: _____

APPROVED: **

DEPARTMENT OF ENVIRONMENTAL SERVICES
Water Division

By: _____
(Authorized Representative)

Date: _____

* Signatures should be supported by appropriate document.

** It is agreed that as an act in furtherance of its statutory authority to approve engineering agreements for treatment works, 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.

COST OR PRICE SUMMARY FORMAT FOR SUBAGREEMENTS UNDER NH SAG & SRF			Form Approved DES 02/06	
PART I - GENERAL				
1. GRANTEE / LOANEE City of Nashua, New Hampshire			2. GRANT/LOAN NO.	
3. NAME OF CONTRACTOR OR SUBCONTRACTOR Woodard & Curran, Inc.			4. DATE OF PROPOSAL Monday, June 15, 2015	
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include ZIP) 41 Hutchins Drive Portland, Maine 04102			6. TYPE OF SERVICE TO BE FURNISHED Engineering Study and Design	
PART II - COST SUMMARY				
7. DIRECT LABOR (Specify labor categories)	HOURS	HOURLY RATE	ESTIMATED COST	TOTALS
Principle in Charge	0	\$64.72	\$0	
Client Manager	30	\$61.71	\$1,851	
Project Manager	80	\$57.19	\$4,576	
Lead Project Engineer	92	\$46.66	\$4,293	
Project Engineer	38	\$43.65	\$1,659	
Sr. Technical Advisor	8	\$61.71	\$494	
Sr. Area Manager	76	\$58.70	\$4,461	
Senior Engineer, SCADA	76	\$49.67	\$3,775	
Staff Engineer, SCADA	0	\$31.61	\$0	
Senior Engineer, Electrical	0	\$57.19	\$0	
Staff Engineer, Electrical	16	\$40.64	\$650	
Staff Engineer, Process	80	\$31.61	\$2,529	
Senior Engineer, Structural	4	\$57.19	\$229	
Staff Engineer, Structural	8	\$40.64	\$325	
Sr. Cost Estimator	40	\$42.14	\$1,686	
Designer	0	\$34.62	\$0	
Senior Planner	40	\$46.66	\$1,866	
Technical Specialist	0	\$45.15	\$0	
Project Assistant	20	\$28.60	\$572	
DIRECT LABOR TOTAL:			\$28,965	
8. INDIRECT COSTS (Specify indirect cost pools)	RATE	X BASE =	ESTIMATED COST	
	2.02	\$28,965	\$58,508	
INDIRECT COSTS TOTAL:			\$58,508	
9. OTHER DIRECT COSTS				
a. TRAVEL			ESTIMATED COST	
(1)TRANSPORTATION			\$1,245	
(2)PER DIEM				
TRAVEL COSTS TOTAL:			\$1,245	
b. EQUIPMENT, MATERIALS, SUPPLIES (Specify categories)			ESTIMATED COST	
Field Supplies				
EQUIPMENT SUBTOTAL:			\$0	
c. SUBCONTRACTS			ESTIMATED COST	
SUBCONTRACTS SUBTOTAL:			\$0	
d. OTHER (Specify categories)			ESTIMATED COST	
Document Reproduction				
Shipping				
OTHER SUBTOTAL:			\$0	
e. OTHER DIRECT COSTS TOTAL:			\$1,245	
10. TOTAL ESTIMATED COST			\$88,718	
11. PROFIT (10% of Direct and Indirect Labor)			\$8,872	
12. TOTAL PRICE			\$97,590	

**Nashua Wastewater Treatment Facility - Pump Stations Upgrade Project - Northgate
Woodard & Curran**

Phase	DES: Phase/Description	Principle in Charge	Client Manager	Project Manager	Lead Project Engineer	Project Engineer	Staff Engineer	Total Hours per Phase	Labor Cost per Phase	Expense	Subs
001	Project Management	0	0	0	0	0	0	0	\$0	\$0	\$0
002	Site Visits and Initial Brainstorm	0	0	0	0	0	0	0	\$0	\$0	\$0
003	Assessments and Options Development	0	0	0	0	0	0	0	\$0	\$0	\$0
004	Options Evaluations and Finalize Design Intent Each Station	0	0	0	0	0	0	0	\$0	\$0	\$0
005	Technical Advisory Team Review	0	0	0	0	0	0	0	\$0	\$0	\$0
006	Pump Station Project Prioritization and Final Field Report	0	0	0	0	0	0	0	\$0	\$0	\$0
007	Pump Station Funding Investigation	0	0	0	0	0	0	0	\$0	\$0	\$0
008	Northgate Foremain Failure Repair and Replacement Investigation	10	12	38	48	48	48	108	\$4,479	\$109	\$0
Total Hours per Category		0	10	12	0	38	48	108			
Rates		\$65	\$62	\$57	\$47	\$44	\$32				
Total Cost per Category		\$0	\$617	\$686	\$0	\$1,659	\$1,517		\$4,479	\$109	\$0

Direct Labor Total	\$4,479
Indirect Costs	@ 2.02 \$9,048
Subtotal Labor + Indirect	\$13,527
Profit @ 10%	\$1,353
Total Labor and Profit	\$14,880

Subconsultants	\$0
Expenses	
Travel	\$109
Shipping	\$0
Supplies	\$0
Reproduction	\$0
Profit @ 10%	\$11
Total Expenses and Subconsultants	\$120

Total Contract Price	\$15,000
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City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: February 29, 2016

From: David A. Simmons, Superintendent
Wastewater Department

Re: Installation of Flow Meter

H. Motion: To approve the installation of a mag flow meter in the wet weather facility at the Wastewater Treatment Facility to Methuen Construction of Salem, NH in amount of \$15,860. Funding will be through: Department: 169 Wastewater; Fund: WERF; Account Classification: 81 Buildings & Improvements.

Attachments: Methuen Construction Corporation Bid

Discussion: The flow meter for the wet weather facility has failed. This meter has electrodes built into a 36-inch ductile iron flange section of the pipe. Both the meter and the flange have to be replaced. Since this flange is a large, heavy 36-inch section of ductile iron pipe it is a difficult and labor intensive operation to remove and replace it. The flow meter was previously purchased by the Wastewater Plant and is on WERF list (Asset ID: WW-INST).

Bids were sought from 4 contractors that have completed recent project at the wastewater facility. Out of the four, three of them submitted bids, as follows:

Penta Corp	Moultonboro, NH	\$28,620
Weston & Sampson	Andover, MA	\$21,500
Methuen Construction	Salem, NH	\$15,860

The low bidder, Methuen Construction Corporation, was the contractor at the plant for the Wet Weather Facility and the CSO14 project. They are a reputable contractor and are very knowledgeable in all plant related construction activities. They have provided quality construction work on these projects for the City and are well qualified for this work.



QUOTATION

QUOTE NO: 16-0102
 DATE: FEBRUARY 2, 2016
 PROJECT: NASHUA WWTP – MISC. MAINTENANCE ITEMS
 LOCATION: NASHUA, NH

William Keating
 Chief Estimator/Project Manager
 Nashua – Wastewater Department
 2 Sawmill Road
 Nashua, NH 03062

In response to your request for pricing to provide Services we are pleased to submit the following for your review and consideration:

Item No. 01 – 36” FLOWMETER REPLACEMENT AND 42” VICTAULIC COUPLING REPAIR

The scope of work for this proposal item includes the following:

- Provide labor, materials, and equipment required to replace existing 36” flowmeter.
- Methuen will provide new 36” full face gaskets required for flowmeter installation.
- The existing hardware to install the flowmeter will be reused.
- New flowmeter to be provided by the City of Nashua.
- No painting of the new flowmeter or existing piping is included.

The cost for the work described above is \$15,860.00

~~Item No. 02A – REBUILD ONE (1) EXISTING 6” WAS PUMP (FAIRBANKS MODEL NO. B5423) AND INSTALL~~

~~The scope of work for this proposal item includes the following:
 (Reference attached pictures for corresponding pump designations)~~

- ~~Pickup existing WAS Pump #1, that is currently not installed, from plant and transport to our facility to be rebuilt.~~
- ~~Provide new OEM parts to perform complete rebuild of WAS Pump #1.
 (See attachment for list of components to be replaced)~~
- ~~Deliver rebuilt WAS pump to plant.~~
- ~~Replace existing WAS Pump #2 that is currently out of service with WAS Pump #1 that was rebuilt.~~
- ~~Alignment of WAS pump is not included.~~
- ~~Painting of existing pump or piping is not included.~~
- ~~There is a four (4) week lead time on the delivery of the replacement parts.~~

~~**The cost for the work described above is \$13,050.00**~~

Item No. 02B – REBUILD TWO (2) EXISTING 6" WAS PUMP (FAIRBANKS MODEL NO. B5423) AND INSTALL

The scope of work for this proposal item includes the following:
(Reference attached pictures for corresponding pump designations)

- Pickup existing WAS Pump #1, that is currently not installed, from plant and transport to our facility to be rebuilt.
- Provide new OEM parts to perform complete rebuild of WAS Pump #1.
(See attachment for list of components to be replaced)
- Deliver rebuilt WAS Pump #1 to plant.
- Replace existing WAS Pump #2 that is currently out of service with WAS Pump #1 that was rebuilt.
- Transport WAS Pump #2 to our facility to be rebuilt.
- Deliver rebuilt WAS Pump #2 to plant.
- WAS Pump #2 will be placed in the WAS pump room as a spare pump for the Plant's future use.
- Alignment of WAS pump is not included.
- Painting of existing pump or piping is not included.
- There is a four (4) week lead time on the delivery of the replacement parts.

~~The cost for the work described above is \$24,125.00~~

Methuen has provided Item Nos. 02A and 02B as options so you may choose the best approach to meet your operational and budgetary needs. Either one of these options can be selected at your discretion.

Should you wish to pursue this work, please make note of the bid items selected below, and return a signed copy of the proposal to Methuen. Thank you for the opportunity to provide you with a proposal to perform this work.

Respectfully submitted,



Jason C. Babbidge
Project Manager

This quotation is Valid for 30 days from the date of this Quotation

Acceptance of Proposal/Work Authorization

I understand that by accepting the above proposal, I am authorizing work to proceed. Payment shall be made as required by mutually agreeable terms and conditions.

Any changes and/or modifications to the above proposal must be mutually agreed upon by Methuen Construction Co., Inc and incorporated via amendment to this proposal.

(Please list Bid Items selected above)

(Signature)

Date: _____

(Printed Name)



City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: David A. Simmons, Superintendent
Wastewater Department

Re: Retirement of John Adie

I. Motion: To approve the retirement of Plant Operations Supervisor John Adie effective February 19, 2016.

Attachments: Resignation letter and acceptance letter.

Discussion: John Adie has been employed by the City of Nashua, Wastewater Department for over 25 years. He progressed from an off shift operator to his current position as the Plant Operations Supervisor. John has been an asset to the facility and his knowledge and experience will never be replaced. He will be sorely missed.

We would like to wish Mr. Adie well in his retirement.

John C. Adie
5 Lisbon Lane
Nashua, NH 03060

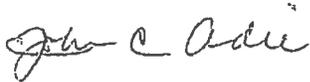
February 8, 2016

To Whom It May Concern:

Please accept this letter as formal notice of my resignation from my position as Plant Operations Supervisor for the City of Nashua Waste Water Treatment Facility. The effective date of my resignation will be Friday, February 19, 2016.

I have enjoyed my long career with the City of Nashua and I have loved doing my job. It has been a pleasure working with the staff at the Nashua Waste Water Treatment Facility for over 25 years.

Sincerely Yours,



John C. Adie

Received 2-8-16
@ 7:40 AM



THE CITY OF NASHUA

Division of Public Works

Wastewater Department

"The Gate City"

February 8, 2016

Mr. John Adie
5 Lisbon Lane
Nashua, NH. 03060

Dear John,

This letter is to acknowledge the receipt of your notice of retirement effective February 19, 2016. I would like to take this opportunity to extend my thanks to you for 25 years of service and for your professionalism you have shown to me during my first year of employment at the Nashua Wastewater Treatment Facility.

You have been an asset to the facility and to the City of Nashua in general and your knowledge and experience will never be replaced.

I wish you the best in your future endeavors.

Respectfully,

David A. Simmons
Wastewater Superintendent

cc: Lisa Fauteux, Director of Public Works
Larry Budreau, Director of Human Resources

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: David A. Simmons, Superintendent
Wastewater Department

Re: Retirement of Raynald Houle

J. Motion: To approve the retirement of Electrical Diagnostic Tech 1 Raynald Houle effective February 19, 2016.

Attachments: Resignation letter and acceptance letter.

Discussion: Raynald Houle has been employed by the City of Nashua, Wastewater Department for 25 years. Ray has been an asset to the facility and his knowledge and experience will never be replaced. He will be sorely missed.

We would like to wish Mr. Houle well in his retirement.

February 2, 2016

Raynald Houle
20 Maywood Drive
Nashua, NH 03064

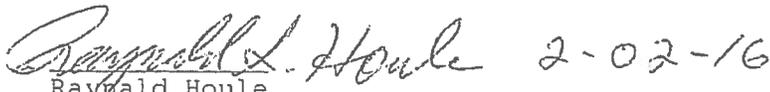
City of Nashua
Division of Public Works
Wastewater Department
2 Sawmill Rd
Nashua, NH 03060

Dear Mr. David A. Simmons:

This letter is to notify you and the City of my intention to retire.
My last day will be February 19, 2016.

I have genuinely enjoyed my employment as Electrician at the
Wastewater Treatment Facility over the past 25 years and I look
forward to my next endeavor.

Regards,


Raynald Houle 2-02-16

Received 2/2/16 @ 1:40 PM



THE CITY OF NASHUA

Division of Public Works

Wastewater Department

"The Gate City"

February 2, 2016

Paynald Houle
20 Maywood Drive
Nashua, NH 03064

Dear Pay,

This letter is to acknowledge the receipt of your retirement notice effective February 19, 2016. I wish to extend our thanks for your years of service at the facility. You have been an asset and the knowledge and experience that you demonstrated will be missed.

We wish you the best in your next journey.

Respectfully,

A handwritten signature in cursive script, appearing to read "David A. Simmons".

David A. Simmons
Wastewater Superintendent

Cc: Lisa Lauteux, DPW Director

Larry Budreau, HR Director



Board of Public Works Meeting of February 29, 2016
Engineering Department

Agenda

- A. Motion:** To approve the Residential and Commercial Wastewater Service Permits and Fees as submitted.
- B. Motion:** To accept the resignation of Robert Saunders, Senior Staff Engineer, effective February 26, 2016.
- C. Motion:** To eliminate the Street Construction/Repair Permit Coordinator Position.
- D. Motion:** To approve Pole Licenses.
- E. Motion:** To approve the purchase of radar feedback school zone flashing solar powered signs from Marlin Controls Inc. of Uxbridge, MA in an amount of \$19,600. Funding will be through Department: 161 – Streets; Fund: General; Account Category: 61 Supplies & Materials.
- F. Motion:** To approve the award of the construction contract for the FY16 Paving Program to Brox Industries, Inc. of Dracut, MA in the amount of \$2,677,902.45. Funding will be through: Department: 161 Street; Fund: General; Activity: Paving; Department: 161 Street; Fund: Trust; Account Category: 54 Property Services; Department: 169 Wastewater; Fund: Wastewater; Activities: Sewer Structures and Sewer Rehab.
- G. Motion:** To approve the engineering contract for the Citywide Infiltration/Inflow Analysis to Wright-Pierce of Manchester, NH in an amount not to exceed \$168,893. Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: Inflow and Infiltration.
- H. Motion:** To approve the construction contract for the Amherst Street Improvements project with Continental Paving, Inc. of Londonderry, NH in an amount of \$1,397,360. Funding will be through Department 160 Admin/Engineering; Fund: Bond & Contributions; Activity: Amherst Street Road & Traffic Improvements.
- I. Motion:** To approve the construction phase engineering services contract with Greenman-Pedersen, Inc. of Wilmington, MA for the Amherst Street Improvements project in an amount of \$77,865. Funding will be through Department 160 Admin/Engineering; Fund: Bond & Contributions; Activity: Amherst Street Road & Traffic Improvements.
- J. Motion:** To approve the selection of Ms. Sonia Shahnaj of Lexington, MA for the position of Senior Staff Engineer in the City Engineering Department. Starting salary is \$65,305/year. Funding for this position will be through: Department: 160-Admin/Engineering; Fund: General Fund; Account Classification: 51 Salaries & Wages.

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: February 29, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: Residential and Commercial Wastewater Service Permits

A. Motion: To approve the Residential and Commercial Wastewater Service Permits and Fees as submitted.

Discussion: Below is a list of Residential and Commercial Wastewater Service Permits issued for the period January 1 through January 31, 2016.

Residential and Commercial Wastewater Service Permits January 1 through January 31, 2016

Date	Permit #	Appl #	Location Address	Name	Comments	Fees	Betterment	Entrance	Connection	10% Discount
1/05/2016	23612	13443	22 Raymond St.	Kevin Moriarty	Emergency Replacement	\$540.00			X	X
1/05/2016	23613	13444	24 Park Ave.	Todd Dresser	Emergency Replacement	\$540.00			X	X
1/08/2016	23614	13445	39 Legacy Dr.	Holly McCarty	Original Application	\$295.00		X		
1/08/2016	23615	13446	41 Legacy Dr.	Holly McCarty	Original Application	\$295.00		X		
1/08/2016	23616	13447	219 DW Hwy Suite D, Unit 2	Michael Schein	Increase Use	\$295.00		X		
1/11/2016	23617	13448	621 Amherst St. Bruster's Unit 2	William Croteau	Increase Use	\$1,153.00	X	X		
1/12/2016	23618	13449	621 Amherst St. Arby's Unit 1	William Croteau	Increase Use	\$0.00		X		
1/12/2016	23511	13342	73 Deerwood Dr.	Peter Dolloff	Change Use	\$295.00		X		
1/12/2016	23512	13343	75 Deerwood Dr.	Peter Dolloff	Original Application	\$1,770.00		X		
1/12/2016	23619	13450	57 Alder St.	Amybeth Kasinskas	Emergency Replacement	\$540.00			X	X
1/19/2016	23620	13451	35 Maurice St.	Jeanne Carboneau	Emergency Replacement	\$540.00			X	X
SUBTOTAL (1)						\$6,263.00				

Residential and Commercial Wastewater Service Permits

January 1 through January 31, 2016

Date	Permit #	Appl #	Location Address	Name	Comments	Fees	Betterment	Entrance	Connection	10% Discount
1/20/2016	23621	13452	345 Amherst St. Unit 7	Matt Johnson	Increase use	\$0.00		X		
1/20/2016	23622	13453	345 Amherst St. Unit 6	Ed Campbell	Increase Use	\$0.00		X		
1/25/2016	23624	13454	43 Legacy Dr	Holly McCarty	Original Application	\$295.00		X		
1/25/2016	23623	13455	45 Legacy Dr	Holly McCarty	Original Application	\$295.00		X		
1/25/2016	23625	13456	50 Northwood Dr.	Sana Ahmed	Emergency Replacement	\$540.00			X	X
1/27/2016	23626	13457	36 Williams St.	Brian Donoghue	Emergency Replacement	\$540.00			X	X
1/27/2016	23627	13458	14-20 Amory St	Barb Blake	Increase use	\$295.00		X		
						SUBTOTAL (2)	\$1,965.00			
						SUBTOTAL (1)	\$6,263.00			
						TOTAL	\$8,228.00			

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: Resignation of Robert Saunders, P.E.

B. Motion: To accept the resignation of Robert Saunders, Senior Staff Engineer, effective February 26, 2016.

Attachment: Letter of Resignation

Discussion: Robert Saunders has served the City of Nashua for one year. He has given notice of his resignation as of February 26, 2016.

His contributions to the Engineering Department and other DPW departments are greatly valued. His engineering knowledge and capabilities will be missed.

We wish him the best of luck in his new endeavors.

ROBERT J. SAUNDERS, PE
PO BOX 430, 2398 HOPKINTON ROAD, HOPKINTON, NH 03229

February 2, 2016

City of Nashua, New Hampshire
Attn: Steve Dookran, PE
9 Riverside Street
Nashua, NH 03062

RE: Resignation of Robert Saunders, PE

Dear Mr. Dookran:

Please accept this letter as my formal resignation as Senior Staff Engineer from the City of Nashua effective February 26, 2016.

Thank you for the opportunities for growth that you have provided me. I have enjoyed my tenure with the City.

I wish you and the City all the best. If I can be of any help during the transition, please don't hesitate to ask, I will be happy to help however I can.

Sincerely,

A handwritten signature in black ink, appearing to read 'RJS', is written over a light blue horizontal line.

Robert J. Saunders, PE

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: Street Construction/Repair Permit Coordinator Position

C. Motion: To eliminate the Street Construction/Repair Permit Coordinator Position

Discussion: The position of Street Construction/Repair Permit Coordinator became vacant when the incumbent resigned.

The position is currently within the Street Department budget and shares duties between that department and the Engineering Department with the primary responsibilities being street permit issuance, inspections and other engineering duties.

With multiple vacancies now existing in the Engineering Dept., we have decided that an overall review of several positions with respect to department needs, project development and needed improvements to the permitting process, record-keeping and serving the public is required and will be completed.

Eliminating the Street Construction/Repair Permit Coordinator Position at this time allows putting its functions along with other engineering tasks more appropriately in a new position or incorporating them in other positions.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Meeting Date: February 29, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: Pole License Petitions

D. Motion: To approve Pole License

Attachment: Pole License Petition

Discussion: The Engineering Department received the following pole license petitions:

- License Eversource Energy #21-1189 for one new pole, No. 1052/35 PB, to be located on South Main Street.

The Deputy Manager of Engineering has reviewed the plans and field installation and recommends the approval of these pole license petitions.

PETITION AND POLE LICENSE

PETITION

Manchester, New Hampshire

May 18, 2015

To the Board of Alderman of the City of Nashua New Hampshire.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE EVERGY and Northern New England Telephone Operations LLC, dba FairPoint Communications-NNE, request a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License one (1) pole(s), 1052/35PB located on S.Main Street in the City of Nashua.

Northern New England Telephone Operations LLC
dba FairPoint Communications-NNE

Public Service Company of New Hampshire,
dba Eversource Energy

BY: Jaye Melton

BY: Lisa-Marie Pinkes
Lisa-Marie Pinkes, PSNH CO Support/ Licensing

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 18th day of May, 2015, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY and Northern New England Telephone Operations LLC, dba FairPoint Communications-NNE be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE and Northern New England Telephone Operations LLC, dba FairPoint Communications-NNE No. 21-1189, dated 5/18/2015, attached hereto and made a part hereof.

City of Nashua, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Nashua, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

PSNH #: 21-1189
Nashua

“In accordance with the requirements of RSA 72:23, I(b) the licensee(s) and any other entity now or hereafter using or occupying municipal property pursuant to this license shall be responsible for the payment of, and shall pay, all properly assessed personal and real property taxes no later than the due date. Failure to pay duly assessed personal and real property taxes when due shall be cause to provide a written notice to said licensee to show cause by a date certain specified in the notice to said license should not be terminated for nonpayment of the sums due.

The changes to the within license set forth in the preceding paragraph shall take effect April 1, 2005, and shall remain in effect until changed in accordance with the requirements of RSA 231:163.”

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: February 29, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: School Zone Speed Radar Feedback Signs for Ordinance O-16-074

E. Motion: To approve the purchase of radar feedback school zone flashing solar powered signs from Marlin Controls Inc. of Uxbridge, MA in an amount of \$19,600. Funding will be through Department: 161 – Streets; Fund: General; Account Category: 61 Supplies & Materials.

Attachment: Quote from Marlin Controls, Inc.

Discussion: Legislation has been approved authorizing two school zone flashing speed limit signs (Ordinance O-15-074) along Spit Brook Road 300 feet east and 350 feet west of the crosswalk at World Academy.

In researching school zone flashing signs, it was determined that the company that supplied many of the existing school zone flashing signs in the City has gone out of business. Only one company, Marlin Controls, Inc., produces a similar sign. This particular sign incorporates the flashing beacons and an illuminated reduced speed limit into the sign as opposed to external flashing lights.

The City has successfully worked with Marlin Controls on numerous occasions and has previously purchased a radar feedback sign from them that included software that will be able to be used with this system, resulting in a savings of \$325.00. Marlin Controls worked with the City to properly configure these signs for use with solar power and to provide a quality product. Marlin Controls, Inc. has also expressed their willingness to hold their same 2014 pricing.



"For All Your Traffic Signal Needs"

980 Quaker Highway • Uxbridge, MA 01569

PH (508) 278-0446 • FX (508) 278-0447

Visit us on-line @

www.marlin-controls.com

To: Wayne Husband	From: Erik M. Wolf
Company: City of Nashua	Pages: 1.
Phone: (603) 589-4700	Date: January 21, 2016
Fax: (603) 589-3395	Re: Request For Quotation

Marlin Controls New England thanks you for the opportunity to quote the following items. If you have any questions, please feel free to contact us.

Qty.	Description	Unit	Ext.
2 ea.	Solar Powered – School Zone Signal / Radarsign™ Combo Assembly C/O: 1) MAR-1020S – Solar Powered (Winko-Matic Style) One Piece School Zone Signal Assembly w/ Illuminated "20" MPH Indication in Portland Orange LEDs – Dual 8" Amber LED Flashing Beacons – Post Top Mounted Solar Panel Assembly – Diamond Grade Reflective School Zone Sign w/ Fluorescent Yellow / Green School Stripe – Side-of-Pole Mounting Hardware 1) Side-of-Pole Mounted Solar Control / Battery Cabinet Natural Aluminum Finish In & Out 1) Radarsign TC-500S – Solar Powered Driver Feedback Sign – Bluetooth Wireless Operation – "YOUR SPEED " Sign	\$ 9000.00	\$18,000.00
1 ea.	Freight & Handling	\$ 350.00	\$ 350.00
	<i>Option :</i>		
2 ea.	16' Aluminum Pole w/ Square Base, Painted Yellow	\$ 625.00	\$ 1,250.00

Notes :

A) System designed to flash school zone signals on weekdays for 1 hr. in the morning & 1 hr. in the afternoon

Terms & Conditions:

The above prices are quoted Net F.O.B. shipping point with **FULL FREIGHT PREPAID & ADDED TO INVOICE AT RATE QUOTED ABOVE** to one destination in New Hampshire . Terms are net thirty days, upon approval, and this quotation is guaranteed for 30 days. These terms and conditions supersede and override any vendee terms.

Thank you,

Erik M. Wolf

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: FY16 Paving Program – Construction

F. Motion: To approve the award of the construction contract for the FY16 Paving Program to Brox Industries, Inc. of Dracut, MA in the amount of \$2,627,902.45. Funding will be through: Department: 161 Street; Fund: General; Activity: Paving; Department: 161 Street; Fund: Trust; Account Category: 54 Property Services; Department: 169 Wastewater; Fund: Wastewater; Activities: Sewer Structures and Sewer Rehab.

Attachment: Table A1. Streets included in the FY16 Paving Contract

Discussion: The FY16 Paving Contract is expected to pave approximately 7 miles of City streets. The contract uses repair methods such as shim, overlay, milling and reclamation. It also includes replacing obsolete and broken drainage and sewer castings as well as repairing catch basins, associated laterals and manholes. The list of streets to be paved under this contract was provided at the January 21, 2016 meeting and is attached.

The contract was advertised on January 13, 2016. Five contractors attended the mandatory prebid and three contractors submitted bids on February 3, 2016 and are as follows:

Brox Industries, Inc. of Dracut, MA	\$2,627,902.45
Continental Paving, Inc. of Londonderry, NH	\$2,852,097.26
P.J. Keating Company of Lunenburg, MA	\$2,926,746.75

Brox Industries, Inc. of Dracut, MA at a bid price of \$2,627,902.45 is the qualified low bidder.

1/21/2016

Table A1. Streets included in the FY 2016 Paving Contract

Streets	From	To
Sept 2016 Preliminary List - Included in FY16 Contract		
Blackstone Dr	Amherst St	End
Briarcliff Dr	Fordham Dr	White Plans Dr
Carter Circle	Custom St	Circle
Chaucer Rd	Spencer Dr	Coleridge Rd
Coleridge Rd	Spencer Dr	Chaucer Rd
Custom St	Tenby Dr	Harris Rd
Daniel Webster Highway, Northbound and Southbound	Adventure Way	Autumn Leaf
Flintlocke Dr	End	Jill Dr
Galway Rd	Kenmare Rd	Raleigh Dr
Grenada Cir	Westgate Crossing	Circle
Jill Dr	End	Harris Rd
Kenmmare Rd	Kerry Ln	Raleigh Dr
Kerry Ln	Raleigh Dr	Raleigh Dr
Rene Dr	Main Dunstable	End
Stafford Rd	Nottingham Dr	Northeastern Blvd
Tinker Rd	White Oak Dr	Beginning Of Bend
Valencia Dr	Westgate Crossing	Circle
W Hollis St	Wellesley Rd	Gary St
Whitman Rd	Spencer Dr	Coleridge Rd
Additional streets Included in FY 16 Contract		
Bowman Ln	Barnesdale Rd	Northeastern Blvd
Broad St	Hyannis St	Broadcrest Ln
Eleventh St	Ledge St	90' From Ledge St
Lisa Dr	East Dunstable Rd	Lamb Rd
Lone Star Dr	New Searles Rd	End
Loring Dr	Yarmouth Dr	End
Nelson St	Richmond St	End
Ninth St	Ledge St	Will St
Piermont St	Nelson St	Broad St
Pelham St	Piermont St	Hyannis St
Will St	Ninth St	Simon St
Streets to be paved as part of sewer rehabilitation project		
Temple St	East Hollis St	Commercial St

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: Citywide Infiltration/Inflow Analysis

G. Motion: To approve the engineering contract for the Citywide Infiltration/Inflow Analysis to Wright-Pierce of Manchester, NH in an amount not to exceed \$168,893. Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: Inflow and Infiltration .

Discussion: From the large volumes of wastewater being treated by the wastewater facility during times when the total flow is expected to be low, the City suspects that about 25 to 30 % of extraneous infiltration and inflow (I/I) are coming into the plant. In addition, the new discharge permit for the treatment plant requires ongoing efforts to reduce I/I in the sewer system.

Extraneous flows including infiltration and inflow reduces the capacity of the wastewater collection system and increase costs to treat the extraneous water at the Nashua Wastewater Treatment Facility (NWTF). Also, the discharge at the NWTF is reaching the flow limit where planning of facility improvements and/or expansion may be required. The purpose of this phase of this I/I Analysis is to provide citywide metering of the sewersheds during the spring season which typically has higher groundwater and wet weather events. Results for this will analysis will identify sewersheds with high infiltration and inflow and provide recommendations for further investigations and removal of infiltration and inflow.

A request for proposal was emailed to three engineering consulting firms on December 31, 2015 and posted on the City's website. Four proposals were received on January 26, 2016 from the following firms:

Weston & Sampson of Portsmouth, NH	\$ 206,980
Wright-Pierce of Manchester, NH	\$ 168,893
Hazen of Boston, MA	\$ 257,527
Woodward & Curran of Andover MA	\$ 279,000

All four firms are qualified to complete the work. The proposal by Wright Pierce was thorough and they can complete the required tasks for the least proposed cost. The Selection Committee recommends Wright Pierce for this study.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016
From: Stephen Dookran, P.E., City Engineer
Engineering Department
Re: Amherst Street Improvements – Charron Avenue to Diesel Road - Construction

H. Motion: To approve the construction contract for the Amherst Street Improvements project with Continental Paving, Inc. of Londonderry, NH in an amount of \$1,397,360. Funding will be through Department 160 Admin/Engineering; Fund: Bond & Contributions; Activity: Amherst Street Road & Traffic Improvements.

Discussion: The Amherst Street Improvements project consists of work on Amherst Street from 450 feet west of Charron Avenue to the intersection of Diesel Road and on Charron Avenue approximately 350 feet to its intersection with Amherst Street. Work includes the implementation of additional turning lanes to eliminate the easterly jug handle turn and to allow for left turns from Charron Avenue onto Amherst Street. Due to the impact to the local businesses as well as the traveling public, a 90 day contract duration has been established (to substantial completion).

The project was originally bid in July/August 2015. Only one bid was received from Continental Paving, Inc. in the amount of \$1,548,350. Continental offered a potential savings of \$150,000 if the contract was delayed until 2016. It was decided to re-bid the project in the interest of receiving competitive bids.

The project was re-advertised on November 19, 2015. A mandatory prebid meeting was held on December 1, 2015 and three firms were represented. Two contractors submitted bids on December 18, 2015. The bids are as follows:

Firm	Base Bid (Night Work Only)	Alternate Bid (Night and Day Work)
Continental Paving, Inc.	\$ 1,561,475.00	\$1,397,360.00
Brox Industries, Inc.	\$ 1,876,465.00	\$ 1,876,465.00

The design engineer tabulated and reviewed the bids and recommended the award to Continental Paving, Inc. of Londonderry, NH as the qualified, low bidder. This request is to approve the award of the Amherst Street Improvements construction contract to Continental Paving, Inc. in the amount of \$1,397,360 contingent upon needed funds becoming available for this project.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: Amherst Street Improvements – Charron Avenue to Diesel Road
Construction Phase Services

I. Motion: To approve the construction phase engineering services contract with Greenman-Pedersen, Inc. of Wilmington, MA for the Amherst Street Improvements project in an amount of \$77,865. Funding will be through Department 160 Admin/Engineering; Fund: Bond & Contributions; Activity: Amherst Street Road & Traffic Improvements.

Attachment: Contract for Professional Services with Greenman-Pedersen, Inc. for Construction Phase Services

Discussion: In 2015, Greenman-Pedersen, Inc. (GPI) was hired by 270 Amherst Street, LLC to provide final design services for the long-term corridor improvements on Amherst Street as recommended by a study prepared for the City and several abutters along the corridor. The design has been completed and the \$1,397,360 construction contract is being awarded to Continental Paving, Inc.

GPI is being hired to provide construction management, construction administration and resident inspection for the four month construction duration, as well as services for the warranty period of the contract. They will also provide engineering support, review of shop drawings and utility relocation support. Using the engineer on record for the construction phase services is recommended by several public agencies.

The City has negotiated with Greenman-Pedersen, Inc. and the proposed fee of \$77,865 is reasonable for this project.



CONTRACT FOR PROFESSIONAL SERVICES

**AMHERST STREET IMPROVEMENTS – CHARRON AVENUE TO DIESEL ROAD
CONSTRUCTION PHASE SERVICES**

A CONTRACT BETWEEN

THE CITY OF NASHUA, 229 MAIN STREET, NASHUA, NH 03061-2019

AND

GREENMAN-PEDERSEN, INC.

NAME AND TITLE OF PROFESSIONAL ENGINEER

181 BALLARDVALE STREET, SUITE 202, WILMINGTON, MA 01887

ADDRESS OF PROFESSIONAL ENGINEER

WHEREAS, the City of Nashua, a political subdivision of the State of New Hampshire, from time to time requires the services of a Professional Engineer; and

WHEREAS, it is deemed that the services of a Professional Engineer herein specified are both necessary and desirable and in the best interests of the City of Nashua; and

WHEREAS, Professional Engineer represents they are duly qualified, equipped, staffed, ready, willing and able to perform and render the services hereinafter described;

NOW, THEREFORE, in consideration of the agreements herein made, the parties mutually agree as follows:

1. DOCUMENTS INCORPORATED. The following exhibits are by this reference incorporated herein and are made part of this contract:

Exhibit A--General Conditions for Contracts

Exhibit B--Scope of Services & Fee

Exhibit C--Work Hour Estimate

The Contract represents the entire and integrated agreement between the parties and supersedes prior negotiations, proposals, representations or agreements, either written or oral. Any other documents which are not listed in this Article are not part of the Contract.

2. WORK TO BE PERFORMED Except as otherwise provided in this contract, Professional Engineer shall furnish all services, equipment, and materials and shall perform all operations necessary and required to carry out and perform in accordance with the terms and conditions of the contract the work described.

3. PERIOD OF PERFORMANCE. Professional Engineer shall perform and complete all work by December 31, 2016. The time periods set forth may only be altered by the parties by a written agreement to extend the period of performance or by termination in accordance with the terms of the contract. Professional Engineer shall begin performance upon receipt of an Executed Contract **and** a valid Purchase Order issued from the City.

4. COMPENSATION. Professional Engineer agrees to perform the work for a total cost not to exceed

Seventy Seven Thousand, Eight Hundred & Sixty Four^{36/100} (\$ 77,864.36) Dollars

which, unless otherwise provided in this contract, shall be paid in accordance with the provisions of Exhibit B or unless Professional Engineer has received a written exemption from the City. Professional Engineer shall submit monthly requests for payment for services performed under this agreement directly to

**City of Nashua
Attn: Accounts Payable
PO Box 2019
Nashua, NH 03061-2019
Atten: Jeanne T. Walker**

To facilitate the proper and timely payment of applications, the City of Nashua requires that all invoices contain a valid **PURCHASE ORDER NUMBER**.

Requests for payment shall be submitted no later than fifteen (15) days after the end of each month and must include a detailed summary of the expenditures reported in a form that supports the approved budget. Specifically, Professional Engineer agrees to provide the following with each request for payment:

1. Appropriate invoice forms. The forms shall include the project purchase order number, a listing of personnel hours and billing rates, and other expenditures for which payment is sought.
2. A progress report. The report shall include, for each monthly reporting period, a description of the work accomplished, problems experienced, upcoming work, any extra work carried out, and a schedule showing actual expenditures billed for the period, cumulative total expenditures billed and paid to date under the contract, and a comparison of cumulative total expenditures billed and paid to the approved budget.

The City will pay for work satisfactorily completed by Professional Engineer. The City will pay Professional Engineer within **30** days of approval by the City of the submitted invoice forms and

progress reports. The City will make no payments until the invoice forms and progress reports have been submitted and approved.

5. EFFECTIVE DATE OF CONTRACT. This contract shall not become effective until and unless approved by the City of Nashua.

6. NOTICES. All notices, requests, or approvals required or permitted to be given under this contract shall be in writing, shall be sent by hand delivery, overnight carrier, or by United States mail, postage prepaid, and registered or certified, and shall be addressed to:

CITY REPRESENTATIVE:

Stephen Dookran, P.E.
City Engineer
City of Nashua DPW
9 Riverside Street
Nashua, NH 03062

PROFESSIONAL ENGINEER REPRESENTATIVE:

Christer Ericsson, PE
Branch Manager
Greenman-Pedersen, Inc.
181 Ballardvale Street, Suite 202
Wilmington, MA 01887

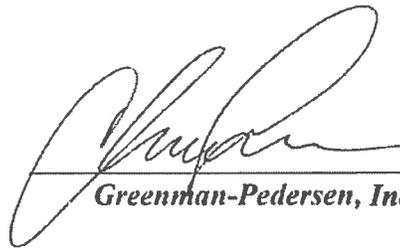
Any notice required or permitted under this contract, if sent by United States mail, shall be deemed to be given to and received by the addressee thereof on the third business day after being deposited in the mail. The City or Professional Engineer may change the address or representative by giving written notice to the other party.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be signed and intend to be legally bound thereby.

City of Nashua, NH (signature)

Donnalee Lozeau, Mayor
(Printed Name and Title)

Date



Greenman-Pedersen, Inc. (signature)

Christer Ericsson, P.E., Branch Manager
(Printed Name and Title)

2 / 4 / 16

Date

**EXHIBIT A
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GENERAL CONDITIONS**

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GENERAL CONDITIONS

1. **DEFINITIONS.** Unless otherwise required by the context, "Professional Engineer" includes any of the Professional Engineer's consultants, sub consultants, contractors, and subcontractors

2. **PROFESSIONAL ENGINEER STATUS AND PROVISION OF WORKERS' COMPENSATION COVERAGE.** The parties agree that Professional Engineer shall have the status of and shall perform all work under this contract as a Professional Engineer, maintaining control over all its consultants, sub consultants, contractors, or subcontractors. The only contractual relationship created by this contract is between the City and Professional Engineer, and nothing in this contract shall create any contractual relationship between the City and Professional Engineer's consultants, sub consultants, contractors, or subcontractors. The parties also agree that Professional Engineer is not a City employee and that there shall be no:

- (1) Withholding of income taxes by the City;
- (2) Industrial insurance coverage provided by the City;
- (3) Participation in group insurance plans which may be available to employees of the City;
- (4) Participation or contributions by either the Professional Engineer or the City to the public employee's retirement system;
- (5) Accumulation of vacation leave or sick leave provided by the City;
- (6) Unemployment compensation coverage provided by the City.

Professional Engineer agrees, if applicable and before commencing any work under the contract, to complete and to provide the following written request to its insurer:

Greenman-Pedersen, Inc. has entered into a contract with the City of Nashua to perform work upon receipt of an **Executed Contract** and a **Valid Purchase Order issued from the City to Final Completion** and requests that the Insurer provide to the City of Nashua 1) a certificate of coverage, and 2) notice of any lapse in coverage or nonpayment of coverage that the Professional Engineer is required to maintain. The certificate and notice should be mailed to:

Risk Management
City of Nashua
229 Main Street
Nashua, NH 03060

Professional Engineer agrees, if not exempt, to maintain required workers' compensation coverage throughout the entire term of the contract. If Professional Engineer does not maintain coverage throughout the entire term of the contract, Professional Engineer agrees that City may, at any time the coverage is not maintained by Professional Engineer, order the Professional Engineer to stop work, suspend the contract, or terminate the contract. For each six-month period this contract is in effect, Professional Engineer agrees, prior to the expiration of the six-month period, to provide another written request to its insurer for the provision of a certificate and notice of lapse in or nonpayment of coverage. If Professional Engineer does not make the request or does not provide the certificate before the expiration of the six-month period, Professional Engineer agrees that City may order the Professional Engineer to stop work, suspend the contract, or terminate the contract.

3. STANDARD OF CARE. Professional Engineer shall be responsible for the professional quality, technical accuracy, timely completion, and coordination of all work performed under this contract. Professional Engineer warrants that all work shall be performed with the degree of professional skill, care, diligence, and sound practices and judgment that are normally exercised by recognized professional firms with respect to services of a similar nature. It shall be the duty of Professional Engineer to assure at its own expense that all work is technically sound and in conformance with all applicable federal, state, and local laws, statutes, regulations, ordinances, orders, or other requirements. In addition to all other rights which the City may have, Professional Engineer shall, at its own expense and without additional compensation, re-perform work to correct or revise any deficiencies, omissions, or errors in the work or the product of the work or which result from Professional Engineer's failure to perform in accordance with this standard of care. Any approval by the City of any products or services furnished or used by Professional Engineer shall not in any way relieve Professional Engineer of the responsibility for professional and technical accuracy and adequacy of its work. City review, approval, or acceptance of, or payment for any of Professional Engineer's work under this contract shall not operate as a waiver of any of the City's rights or causes of action under this contract, and Professional Engineer shall be and remain liable in accordance with the terms of the contract and applicable law.

Professional Engineer shall furnish competent and skilled personnel to perform the work under this contract. The City reserves the right to approve key personnel assigned by Professional Engineer to perform work under this contract. Approved key personnel shall not be taken off of the project by Professional Engineer without the prior written approval of the City, except in the event of termination of employment. Professional Engineer shall, if requested to do so by the City, remove from the job any personnel whom the City determines to be incompetent, dishonest, or uncooperative.

4. CITY REPRESENTATIVE. The City may designate a City representative for this contract. If designated, all notices, project materials, requests by Professional Engineer, and any other communication about the contract shall be addressed or be delivered to the City Representative.

5. CHANGES TO SCOPE OF WORK. The City may, at any time, by written order, make changes to the general scope, character, or cost of this contract and in the services or work to be performed, either increasing or decreasing the scope, character, or cost of Professional Engineer's performance under the contract. Professional Engineer shall provide to the City within 10 calendar days, a written proposal for accomplishing the change. The proposal for a change shall provide enough detail, including personnel hours for each sub-task and cost breakdowns of tasks, for the City to be able to adequately analyze the proposal. The City will then determine in writing if Professional Engineer should proceed with any or all of the proposed change. If the change causes an increase or a decrease in Professional Engineer's cost or time required for performance of the contract as a whole, an equitable adjustment shall be made and the contract accordingly modified in writing. Any claim of Professional Engineer for adjustment under this clause shall be asserted in writing within 30 days of the date the City notified Professional Engineer of the change.

When Professional Engineer seeks changes, Professional Engineer shall, before any work commences, estimate their effect on the cost of the contract and on its schedule and notify the City in writing of the estimate. The proposal for a change shall provide enough detail, including

personnel hours for each sub-task and cost breakdowns of tasks, for the City to be able to adequately analyze the proposal. The City will then determine in writing if Professional Engineer should proceed with any or all of the proposed change.

Except as provided in this paragraph, Professional Engineer shall implement no change unless the City in writing approves the change. Unless otherwise agreed to in writing, the provisions of this contract shall apply to all changes. The City may provide verbal approval of a change when the City, in its sole discretion, determines that time is critical or public health and safety are of concern. Any verbal approval shall be confirmed in writing as soon as practicable. Any change undertaken without prior City approval shall not be compensated and is, at the City's election, sufficient reason for contract termination.

6. CITY COOPERATION. The City agrees that its personnel will cooperate with Professional Engineer in the performance of its work under this contract and that such personnel will be available to Professional Engineer for consultation at reasonable times and after being given sufficient advance notice that will prevent conflict with their other responsibilities. The City also agrees to provide Professional Engineer with access to City records in a reasonable time and manner and to schedule items that require action by the Board of Public Works and Finance Committee in a timely manner. The City and Professional Engineer also agree to attend all meetings called by the City or Professional Engineer to discuss the work under the Contract, and that Professional Engineer may elect to conduct and record such meetings and shall later distribute prepared minutes of the meeting to the City.

7. DISCOVERY OF CONFLICTS, ERRORS, OMISSIONS, AMBIGUITIES, OR DISCREPANCIES. Professional Engineer warrants that it has examined all contract documents, has brought all conflicts, errors, discrepancies, and ambiguities to the attention of the City in writing, and has concluded that the City's resolution of each matter is satisfactory to Professional Engineer. All future questions Professional Engineer may have concerning interpretation or clarification of this contract shall be submitted in writing to the City within 10 calendar days of their arising. The writing shall state clearly and in full detail the basis for Professional Engineer's question or position. The City representative shall render a decision within 15 calendar days. The City's decision on the matter is final. Any work affected by a conflict, error, omission, or discrepancy which has been performed by Professional Engineer prior to having received the City's resolution shall be at Professional Engineer's risk and expense. At all times, Professional Engineer shall carry on the work under this contract and maintain and complete work in accordance with the requirements of the contract or determination of the City. Professional Engineer is responsible for requesting clarification or interpretation and is solely liable for any cost or expense arising from its failure to do so.

8. TERMINATION OF CONTRACT

A. TERMINATION, ABANDONMENT, OR SUSPENSION AT WILL. The City, in its sole discretion, shall have the right to terminate, abandon, or suspend all or part of the project and contract at will. If the City chooses to terminate, abandon, or suspend all or part of the project, it shall provide Professional Engineer 10 day's written notice of its intent to do so.

If all or part of the project is suspended for more than 90 days, the suspension shall be treated as a termination at will of all or part of the project and contract.

Upon receipt of notice of termination, abandonment, or suspension at will, Professional Engineer shall:

1. Immediately discontinue work on the date and to the extent specified in the notice.
2. Place no further orders or subcontracts for materials, services, or facilities, other than as may be necessary or required for completion of such portion of work under the contract that is not terminated.
3. Immediately make every reasonable effort to obtain cancellation upon terms satisfactory to the City of all orders or subcontracts to the extent they relate to the performance of work terminated, abandoned, or suspended under the notice, assign to the City any orders or subcontracts specified in the notice, and revoke agreements specified in the notice.
4. Not resume work after the effective date of a notice of suspension until receipt of a written notice from the City to resume performance.

In the event of a termination, abandonment, or suspension at will, Professional Engineer shall receive all amounts due and not previously paid to Professional Engineer for work satisfactorily completed in accordance with the contract prior to the date of the notice and compensation for work thereafter completed as specified in the notice. No amount shall be allowed or paid for anticipated profit on unperformed services or other unperformed work.

B. TERMINATION FOR CAUSE. This agreement may be terminated by the City on 10 calendar day's written notice to Professional Engineer in the event of a failure by Professional Engineer to adhere to all the terms and conditions of the contract or for failure to satisfactorily, in the sole opinion of the City, pursue the project or to complete work in a timely and professional manner. Professional Engineer shall be given an opportunity for consultation with the City prior to the effective date of the termination. Professional Engineer may terminate the contract on 10 calendar days written notice if, through no fault of Professional Engineer, the City fails to pay Professional Engineer for 30 days after the date of approval of any submitted invoice forms and progress reports.

In the event of a termination for cause, Professional Engineer shall receive all amounts due and not previously paid to Professional Engineer for work satisfactorily completed in accordance with the contract prior to the date of the notice, less all previous payments. No amount shall be allowed or paid for anticipated profit on unperformed services or other unperformed work. Any such payment may be adjusted to the extent of any additional costs occasioned to the City by reasons of Professional Engineer's failure. Professional Engineer shall not be relieved of liability to the City for damages sustained from the failure, and the City may withhold any payment to the Professional Engineer until such time as the exact amount of damages due to the City is determined. All claims for payment by the Professional Engineer must be submitted to the City within 30 days of the effective date of the notice of termination.

If after termination for the failure of Professional Engineer to adhere to all the terms and conditions of the contract or for failure to satisfactorily, in the sole opinion of the City, pursue the project or to complete work in a timely and professional manner, it is determined that Professional Engineer had not so failed, the termination shall be deemed to have been a termination at will. In that event, the City shall make an equitable adjustment in the compensation paid to Professional Engineer. The adjustment shall include a reasonable profit for services or other work performed up to the effective date of termination less all previous payments.

C. GENERAL PROVISIONS FOR TERMINATION. Upon termination of the contract, the City may take over the work and prosecute it to completion by agreement with another party or otherwise. In the event Professional Engineer shall cease conducting business, the City shall have the right to solicit applications for employment from any employee of the Professional Engineer assigned to the performance of the contract.

Neither party shall be considered in default of the performance of its obligations hereunder to the extent that performance of such obligations is prevented or delayed by any cause, existing or future, which is beyond the reasonable control of such party. Delays arising from the actions or inactions of one or more of Professional Engineer's principals, officers, employees, agents, subcontractors, consultants, vendors, or suppliers are expressly recognized to be within Professional Engineer's control.

9. DISPUTE RESOLUTION. Any dispute not within the scope of section 7 or section 8 shall be resolved under this paragraph. Either party shall provide to the other party, in writing and with full documentation to verify and substantiate its decision, its stated position concerning the dispute. No dispute shall be considered submitted and no dispute shall be valid under this provision unless and until the submitting party has delivered the written statement of its position and full documentation to the other party. The parties shall then attempt to resolve the dispute through good faith efforts and negotiation between the City Representative and a Professional Engineer representative. At all times, Professional Engineer shall carry on the work under this contract and maintain and complete work in accordance with the requirements of the contract or determination or direction of the City. If the dispute is not resolved within 30 days, either party may request that the dispute be submitted to the Board of Public Works for final resolution. The decision of the Board of Public Works shall be final and binding on the parties. If either party is dissatisfied with the decision of the Board of Public Works, that party may immediately terminate the contract under this paragraph, with Professional Engineer being entitled to compensation for work actually and satisfactorily performed up to the time of the termination and the City being entitled to all contract materials in accordance with paragraph 21, and compensation for any additional damages or expenses incurred in completing the work under the contract, including, without limitation, the costs of securing the services of other Professional Engineers.

10. NO DAMAGES FOR DELAY. Apart from a written extension of time, no payment, compensation, or adjustment of any kind shall be made to Professional Engineer for damages because of hindrances or delays in the progress of the work from any cause, and Professional Engineer agrees to accept in full satisfaction of such hindrances and delays any extension of time that the City may provide.

11. INSURANCE. Professional Engineer shall carry and maintain in effect during the performance of services under this contract:

- General Liability insurance in the amount of \$1,000,000 per occurrence; \$2,000,000 aggregate;
- \$1,000,000 Combined Single Limit Automobile Liability;
 ***Coverage must include all owned, non-owned and hired vehicles.**
- \$1,000,000 Profession Liability;
- and Workers' Compensation Coverage in compliance with the State of New Hampshire statutes, \$100,000/\$500,000/\$100,000.

Professional Engineer shall maintain in effect at all times during the performance under this contract all specified insurance coverage with insurers. None of the requirements as to types and limits to be maintained by Professional Engineer are intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Professional Engineer under this contract. The City of Nashua shall not maintain any insurance on behalf of Professional Engineer. Subcontractors are subject to the same insurance requirements as Professional Engineer and it shall be the Professional Engineer's responsibility to ensure compliance of this requirement.

Professional Engineer will provide the City of Nashua with certificates of insurance for coverage as listed below and endorsements affecting coverage required by the contract within ten calendar days after the City issues the notice of award. The City of Nashua requires thirty days written notice of cancellation or material change in coverage. The certificates and endorsements for each insurance policy must be signed by a person authorized by the insurer and who is licensed by the State of New Hampshire. **General Liability, and Auto Liability policies must name the City of Nashua as an additional insured** and reflect on the certificate of insurance. Professional Engineer is responsible for filing updated certificates of insurance with the City of Nashua's Risk Management Department during the life of the contract.

- All deductibles and self-insured retentions shall be fully disclosed in the certificate(s) of insurance.
- If aggregate limits of less than \$2,000,000 are imposed on bodily injury and property damage, Professional Engineer must maintain umbrella liability insurance of at least \$1,000,000. All aggregates must be fully disclosed on the required certificate of insurance.
- The specified insurance requirements do not relieve Professional Engineer of its responsibilities or limit the amount of its liability to the City or other persons, and Professional Engineer is encouraged to purchase such additional insurance, as it deems necessary.
- The insurance provided herein is primary, and no insurance held or owned by the City of Nashua shall be called upon to contribute to a loss.
- Professional Engineer is responsible for and required to remedy all damage or loss to any property, including property of the City, caused in whole or part by Professional Engineer or anyone employed, directed, or supervised by Professional Engineer.

12. INDEMNIFICATION Regardless of any coverage provided by any insurance, Professional Engineer agrees to indemnify and shall defend and hold harmless the City, its agents, officials, employees and authorized representatives and their employees from and against any and all suits, causes of action, legal or administrative proceedings, arbitrations, claims, demands, damages, liabilities, interest, attorney's fees, costs and expenses of any kind or nature in any manner caused, occasioned, or contributed to in whole or in part by reason of any negligent act, omission, or fault or willful misconduct, whether active or passive, of Professional Engineer or of anyone acting under its direction or control or on its behalf in connection with or incidental to the performance of this contract. Professional Engineer's indemnity, defense and hold harmless obligations, or portions thereof, shall not apply to liability caused by the sole negligence or willful misconduct of the party indemnified or held harmless.

13. FISCAL CONTINGENCY. All payments under this contract are contingent upon the availability to the City of the necessary funds. This contract shall terminate and the City's

obligations under it shall be extinguished at the end of any fiscal year in which the City fails to appropriate monies for the ensuing fiscal year sufficient for the performance of this contract.

Nothing in this contract shall be construed to provide Professional Engineer with a right of payment over any other entity. Any funds obligated by the City under this contract that are not paid to Professional Engineer shall automatically revert to the City's discretionary control upon the completion, termination, or cancellation of the agreement. The City shall not have any obligation to re-award or to provide, in any manner, the unexpended funds to Professional Engineer. Professional Engineer shall have no claim of any sort to the unexpended funds.

14. COMPENSATION. Review by the City of Professional Engineer's submitted monthly invoice forms and progress reports for payment will be promptly accomplished by the City. If there is insufficient information, the City may require Professional Engineer to submit additional information. Unless the City, in its sole discretion, decides otherwise, the City shall pay Professional Engineer in full within **30 days of approval** of the submitted monthly invoice forms and progress reports.

15. COMPLIANCE WITH APPLICABLE LAWS. Professional Engineer, at all times, shall fully and completely comply with all applicable local, state and federal laws, statutes, regulations, ordinances, orders, or requirements of any sort in carrying out the obligations of this contract, including, but not limited to, all federal, state, and local accounting procedures and requirements, all immigration and naturalization laws, and the Americans With Disabilities Act. Professional Engineer shall, throughout the period services are to be performed under this contract, monitor for any changes to the applicable laws, statutes, regulations, ordinances, orders, or requirements, shall promptly notify the City in writing of any changes to the same relating to or affecting this contract, and shall submit detailed documentation of any effect of the change in terms of both time and cost of performing the contract.

16. NONDISCRIMINATION. If applicable or required under any federal or state law, statute, regulation, order, or other requirement, Professional Engineer agrees to the following terms. Professional Engineer will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified. Professional Engineer agrees to take affirmative action to employ, advance in employment, or to otherwise treat qualified, handicapped individuals without discrimination based upon physical or mental handicap in all employment practices, including but not limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, rates of pay, or other forms of compensation and selection for training, including apprenticeship.

Without limitation of the foregoing, Professional Engineer's attention is directed to 41 C.F.R. § 60-1.4, and the clause entitled "Equal Opportunity Clause" which, by reference, is incorporated into this contract, to 41 C.F.R. § 60-250 et seq. and the clause entitled "Affirmative Action Obligations of Professional Engineers and Subcontractor for Disabled Veterans and Veterans of the Vietnam Era," which, by reference, is incorporated in this contract, and to 41 C.F.R. § 60-471 and the clause entitled "Affirmative Action Obligations of Professional Engineers and Subcontractors for Handicapped Workers," which, by this reference, is incorporated in this contract.

Professional Engineer agrees to assist disadvantaged business enterprises in obtaining business opportunities by identifying and encouraging disadvantaged suppliers, consultants, and sub

consultants to participate to the extent possible, consistent with their qualification, quality of work, and obligation of Professional Engineer under this contract.

In connection with the performance of work under this contract, Professional Engineer agrees not to discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, age, or sexual orientation. This agreement includes, but is not limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

Professional Engineer agrees, if applicable, to insert these provisions in all subcontracts, except for subcontracts for standard commercial supplies or raw materials. Any violation of any applicable provision by Professional Engineer shall constitute a material breach of the contract.

17. FEDERAL SUBCONTRACTING REQUIREMENTS. If Professional Engineer awards a subcontract under this contract, Professional Engineer, if applicable, shall use the following alternative steps:

- A. Using the services of the Small Business Administration and the Minority Business Development Agency of the United States Department of Commerce, as appropriate; and
- B. Requiring the subcontractor, if it awards subcontracts, to take the affirmative steps set forth in paragraph A.

If applicable, Professional Engineer agrees to complete and submit to the City a Minority Business Enterprise/Woman Business Enterprise (MBE/WBE) Utilization Report (Standard Form 334) within 30 days after the end of each fiscal quarter until the end of the contract.

18. ENDORSEMENT. Professional Engineer shall seal and/or stamp and sign professional documents including drawings, plans, maps, reports, specifications, and other instruments of service prepared by Professional Engineer or under its direction as required under the laws of the State of New Hampshire.

19. ASSIGNMENT, TRANSFER, DELEGATION, OR SUBCONTRACTING. Professional Engineer shall not assign, transfer, delegate, or subcontract any rights, obligations, or duties under this contract without the prior written consent of the City. Any such assignment, transfer, delegation, or subcontracting without the prior written consent of the City is void. Any consent of the City to any assignment, transfer, delegation, or subcontracting shall only apply to the incidents expressed and provided for in the written consent and shall not be deemed to be a consent to any subsequent assignment, transfer, delegation, or subcontracting. Any such assignment, transfer, delegation, or subcontract shall require compliance with or shall incorporate all terms and conditions set forth in this agreement, including all incorporated Exhibits and written amendments or modifications. Subject to the foregoing provisions, the contract inures to the benefit of, and is binding upon, the successors and assigns of the parties.

20. CITY INSPECTION OF CONTRACT MATERIALS. The books, records, documents and accounting procedures and practices of Professional Engineer related to this contract shall be subject to inspection, examination and audit by the City, including, but not limited to, the contracting agency, the Board of Public Works, Corporation Counsel, and, if applicable, the Comptroller General of the United States, or any authorized representative of those entities.

21. DISPOSITION OF CONTRACT MATERIALS. Any books, reports, studies, photographs, negatives or other documents, data, drawings or other materials, including but not limited to those contained in media of any sort (e.g., electronic, magnetic, digital) prepared by or supplied to Professional Engineer in the performance of its obligations under this contract shall be the exclusive property of the City and all such materials shall be remitted and delivered, at Professional Engineer's expense, by Professional Engineer to the City upon completion, termination, or cancellation of this contract. Alternatively, if the City provides its written approval to Professional Engineer, any books, reports, studies, photographs, negatives or other documents, data, drawings or other materials including but not limited to those contained in media of any sort (e.g., electronic, magnetic, digital) prepared by or supplied to Professional Engineer in the performance of its obligations under this contract must be retained by Professional Engineer for a minimum of four years after final payment is made and all other pending matters are closed. If, at any time during the retention period, the City, in writing, requests any or all of the materials, then Professional Engineer shall promptly remit and deliver the materials, at Professional Engineer's expense, to the City. Professional Engineer shall not use, willingly allow or cause to have such materials used for any purpose other than the performance of Professional Engineer's obligations under this contract without the prior written consent of the City.

22. PUBLIC RECORDS LAW, COPYRIGHTS, AND PATENTS. Professional Engineer expressly agrees that all documents ever submitted, filed, or deposited with the City by Professional Engineer (including those remitted to the City by Professional Engineer pursuant to paragraph 21), unless designated as confidential by a specific statute of the State of New Hampshire, shall be treated as public records and shall be available for inspection and copying by any person, or any governmental entity.

No books, reports, studies, photographs, negatives or other documents, data, drawings or other materials including but not limited to those contained in media of any sort (e.g., electronic, magnetic, digital) prepared by or supplied to Professional Engineer in the performance of its obligations under this contract shall be the subject of any application for a copyright or patent by or on behalf of Professional Engineer. The City shall have the right to reproduce any such materials.

Professional Engineer expressly and indefinitely waives all of its rights to bring, including but not limited to, by way of complaint, interpleader, intervention, or any third party practice, any claims, demands, suits, actions, judgments, or executions, for damages or any other relief, in any administrative or judicial forum, against the City or any of its officers or employees, in either their official or individual capacity, for violations of or infringement of the copyright or patent laws of the United States or of any other nation. Professional Engineer agrees to indemnify, to defend, and to hold harmless the City, its representatives, and employees from any claim or action seeking to impose liability, costs, and attorney fees incurred as a result of or in connection with any claim, whether rightful or otherwise, that any material prepared by or supplied to Professional Engineer infringes any copyright or that any equipment, material, or process (or any part thereof) specified by Professional Engineer infringes any patent.

Professional Engineer shall have the right, in order to avoid such claims or actions, to substitute at its expense non-infringing materials, concepts, products, or processes, or to modify such infringing materials, concepts, products, or processes so they become non-infringing, or to obtain the necessary licenses to use the infringing materials, concepts, products, or processes, provided

that such substituted or modified materials, concepts, products, or processes shall meet all the requirements and be subject to all the terms and conditions of this contract.

23. FINAL ACCEPTANCE. Upon completion of all work under the contract, Professional Engineer shall notify the City in writing of the date of the completion of the work and request confirmation of the completion from the City. Upon receipt of the notice, the City shall confirm to Professional Engineer in writing that the whole of the work was completed on the date indicated in the notice or provide Professional Engineer with a written list of work not completed. With respect to work listed by the City as incomplete, Professional Engineer shall promptly complete the work and the final acceptance procedure shall be repeated. The date of final acceptance of a project by the City shall be the date upon which the Board of Public Works or other designated official accepts and approves the notice of completion.

24. TAXES. Professional Engineer shall pay all taxes, levies, duties, and assessments of every nature due in connection with any work performed under the contract and make any and all payroll deductions required by law. The contract sum and agreed variations to it shall include all taxes imposed by law. Professional Engineer hereby indemnifies and holds harmless the City from any liability on account of any and all such taxes, levies, duties, assessments, and deductions.

25. NON-WAIVER OF TERMS AND CONDITIONS. None of the terms and conditions of this contract shall be considered waived by the City. There shall be no waiver of any past or future default, breach, or modification of any of the terms and conditions of the contract unless expressly stipulated to by the City in a written waiver.

26. RIGHTS AND REMEDIES. The duties and obligations imposed by the contract and the rights and remedies available under the contract shall be in addition to and not a limitation of any duties, obligations, rights, and remedies otherwise imposed or available by law.

27. PROHIBITED INTERESTS. Professional Engineer shall not allow any officer or employee of the City to have any indirect or direct interest in this contract or the proceeds of this contract. Professional Engineer warrants that no officer or employee of the City has any direct or indirect interest, whether contractual, noncontractual, financial or otherwise, in this contract or in the business of Professional Engineer. If any such interest comes to the attention of Professional Engineer at any time, a full and complete disclosure of the interest shall be immediately made in writing to the City. Professional Engineer also warrants that it presently has no interest and that it will not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this contract. Professional Engineer further warrants that no person having such an interest shall be employed in the performance of this contract. If City determines that a conflict exists and was not disclosed to the City, it may terminate the contract at will or for cause in accordance with paragraph 8.

In the event Professional Engineer (or any of its officers, partners, principals, or employees acting with its authority) is convicted of a crime involving a public official arising out or in connection with the procurement of work to be done or payments to be made under this contract, City may terminate the contract at will or for cause in accordance with paragraph 8. Upon termination, Professional Engineer shall refund to the City any profits realized under this contract, and Professional Engineer shall be liable to the City for any costs incurred by the City in completing the work described in this contract. At the discretion of the City, these sanctions

shall also be applicable to any such conviction obtained after the expiration or completion of the contract.

Professional Engineer warrants that no gratuities (including, but not limited to, entertainment or gifts) were offered or given by Professional Engineer to any officer or employee of the City with a view toward securing a contract or securing favorable treatment with respect to the awarding or amending or making of any determinations with respect to the performance of this contract. If City determines that such gratuities were or offered or given, it may terminate the contract at will or for cause in accordance with paragraph 8.

The rights and remedies of this section shall in no way be considered for be construed as a waiver of any other rights or remedies available to the City under this contract or at law.

28. THIRD PARTY INTERESTS AND LIABILITIES. The City and Professional Engineer, including any of their respective agents or employees, shall not be liable to third parties for any act or omission of the other party. This contract is not intended to create any rights, powers, or interest in any third party and this agreement is entered into for the exclusive benefit of the City and Professional Engineer.

29. SURVIVAL OF RIGHTS AND OBLIGATIONS. The rights and obligations of the parties that by their nature survive termination or completion of this contract shall remain in full force and effect.

30. SEVERABILITY. In the event that any provision of this contract is rendered invalid or unenforceable by any valid act of Congress or of the New Hampshire legislature or any court of competent jurisdiction, or is found to be in violation of state statutes or regulations, the invalidity or unenforceability of any particular provision of this contract shall not affect any other provision, the contract shall be construed as if such invalid or unenforceable provisions were omitted, and the parties may renegotiate the invalid or unenforceable provisions for sole purpose of rectifying the invalidity or unenforceability.

31. MODIFICATION OF CONTRACT AND ENTIRE AGREEMENT. This contract constitutes the entire contract between the City and Professional Engineer. The parties shall not be bound by or be liable for any statement, representation, promise, inducement, or understanding of any kind or nature not set forth in this contract. No changes, amendments, or modifications of any terms or conditions of the contract shall be valid unless reduced to writing and signed by both parties.

32. CHOICE OF LAW AND VENUE. This contract shall be governed exclusively by the laws of the State of New Hampshire and any litigation shall be brought in a court located in the State of New Hampshire.

Exhibit B
Scope of Services & Fee

SCOPE OF SERVICES:

Greenman Pedersen, Inc. hereinafter referred to as “the CONSULTANT” hereby proposes to provide professional services to City of Nashua (“the CLIENT”) in accordance with the Scope of Services as specified below and on attached pages. The CONSULTANT has prepared this Contract for construction engineering services for roadway improvements along Amherst Street (NH Route 101A) between Charron Avenue and Diesel Road in Nashua, New Hampshire.

The CONSULTANT is the design engineer on record for the project. It has been requested by the City of Nashua that the CONSULTANT provide Construction Services including full time construction inspection during the construction of the Amherst Street improvements. All work will be performed in conformance with the standards, policies, and procedures of the City of Nashua and the New Hampshire Department of Transportation (NHDOT), as applicable.

Construction Services

The CONSULTANT will provide construction administration services relative to work on Amherst Street and Charron Avenue. This work will include attendance at a pre-construction conference with the City, review and approval of shop drawings, consultation, participation at weekly site meetings (as requested), full-time inspection of work, assistance in final inspection, signal timing adjustments, and the certification that all work is completed in accordance with the design drawings. A field report will be prepared after each field inspection and submitted to the CLIENT for their records.

For purposes of budgeting, we are presently estimating the following hours will be required, based on a 16-week overall construction schedule:

Task	Hours/Week	Weeks	Total Hours
Pre-Construction Conference	3	1	3
Shop Drawing Review	8	2	16
Office Consultation	4	16	64
Full-Time Field Inspection	40	16	640
Punch List, Final Inspection & Certification	8	2	16
		Total:	739

Based on the above, 739 hours have been budgeted for construction administration, inspection, and related services. Construction services will be billed on a monthly basis at cost plus fixed fee as detailed in Exhibit C. Any substantial changes to the scope of work as described herein will require a Contract Amendment to complete the additional services.

This contract provides an upset limit for material testing services which will likely be required during construction. If requested by the CLIENT, the CONSULTANT can procure the services of a sub-consultant to perform the testing as needed.

This contract also does not include any construction layout or field survey services. It is assumed that the CLIENT will provide all necessary layouts.

FEE:

The Owner will be invoiced on a monthly basis at cost plus fixed fee as detailed in Exhibit C. Labor and overhead salary caps apply as described in Exhibit C. Non-salary expenses shall be invoiced at cost, and include reasonable cost of transportation; printing and reproduction; identifiable supplies; laboratory fees; and charges by reviewing authorities. The Fee Schedule is as follows and further detailed in Exhibit C.

Tasks	Estimated Fee	Schedule
1. Construction Services	\$72,864.36	As Needed
2. Reimbursable Expenses:		
Material Testing	\$2,000	As Incurred
Misc. Expenses	\$3,000	As Incurred
Total	\$77,864.36	

**Exhibit C
Work Hour Estimate**

Project	Amherst Street Improvements - Charron Avenue to Diesel Road							
Location	Route 101A (Amherst Street)							
Town/City, State	Nashua, NH	Date	1/28/2016					
HOURLY RATE SUMMARY								
	PIC	PM	SE	Eng	AE	ET		
DIRECT HOURLY RATE (\$)	\$60.00	\$60.00	\$52.36	\$41.24	\$26.18	\$28.16		
HOURLY RATE (\$)	\$168.30	\$168.30	\$146.87	\$115.68	\$73.43	\$78.99		
WORK HOUR AND FEE SUMMARY								
TASK DESCRIPTION	PIC	PM	SE	Eng	AE	ET	Task Hours	Task Fee
1 Construction Services								
Pre-Construction Conference			3				3	\$ 440.61
Shop Drawing Review			4	12			16	\$ 1,975.62
Office Consultation			64				64	\$ 9,399.67
Full-Time Inspection			120			520	640	\$ 58,698.55
Punch List, Final Inspection & Certification			16				16	\$ 2,349.92
TOTAL WORK-HOURS	0	0	207	12	0	520	739	
							TOTAL FEE	\$ 72,864.36
ACTUAL PERCENTAGES	0	0	28	2	0	70		
(TYPICAL PERCENTAGES)	1-3%	10-15%	15-25%	25-35%	10-15%	10-15%		
				DESIGN	CONSTRUCTION		TOTALS	
(a) Salary Costs				\$ 25,976.60	\$ -		\$ 25,976.60	
(b) Indirect Costs (%)	155.00%			\$ 40,263.73	\$ -		\$ 40,263.73	
(c) Net Fee (%)	10.00%			\$ 6,624.03	\$ -		\$ 6,624.03	
TOTAL LIMITING FEE				\$ 72,864.36	\$ -		\$ 72,864.36	
(d) Direct Expenses				\$ 5,000.00	\$ -		\$ 5,000.00	
MAXIMUM PAYMENT AMOUNT				\$ 77,864.36	\$ -		\$ 77,864.36	
MAXIMUM OBLIGATION							\$ 77,864.36	

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

RE: Senior Staff Engineer

J. Motion: To approve the selection of Ms. Sonia Shahnaj of Lexington, MA for the position of Senior Staff Engineer in the City Engineering Department. Starting salary is \$65,305/year. Funding for this position will be through: Department: 160-Admin/Engineering; Fund: General Fund; Account Classification: Salaries & Wages.

Attachment: Applicant's resume

Discussion: The previous position of Senior Staff Engineer became vacant upon the departure of Mr. Timothy Watson. The vacancy was advertised internally by notice board and externally via newspapers and the City's website.

An interview was conducted by panel made up of the City Engineer, Deputy Manager of Engineering and the Division Financial Manager. Ms. Sonia Shahnaj was selected as the preferred candidate. Ms. Shahnaj has 11 years of engineering experience involving design and construction of roads, drainage, land development projects, stormwater management and inspections. She is also a registered professional engineer in South Carolina and will pursue licensure in New Hampshire.

Ms. Shahnaj's qualifications and experience are suitable for the Senior Staff Engineer and she is therefore being recommended for that position.

The salary agreed upon is \$65,305 (Merit Grade 15, Step 13).

SONIA SHAHNAJ, PE



QUALIFICATIONS

- Civil site design engineer with 11 years of experience in site plan and design reviews of a multitude of land development, water resources and roadway transportation projects
- Specializations include site civil engineering, development permitting process, and stormwater analysis and design
- Extensive project management and coordination skills in working with multidisciplinary design team
- Intimate knowledge of the National Pollutant Discharge Elimination System (NPDES) permit program
- Professional experience includes roadway design and site civil design development focusing on green infrastructure projects

EDUCATION

The Ohio State University, Columbus, Ohio – Master's Program in Civil Engineering, Completed all coursework in 2000.

Bangladesh University of Engineering and Technology, Dhaka, Bangladesh - Bachelor of Science in Civil Engineering, 1995.

WORK EXPERIENCE

Berkeley County Engineering Department, SC

Junior Engineer (2004 – 2007), Engineer I (2008 – 2011), Engineer II (2011 to 2015)

- Reviewed development plans for roadway, sidewalk, drainage system, wetland impacts, and utilities to ensure compliance with County Ordinances, standards, specifications and applicable state regulations.
- Performed erosion and sediment control inspection, roadway and drainage system inspections during construction and prepared reports.
- Performed site investigations to provide technical assistance to field staff and other departments. Worked with other municipalities and state agencies to resolve drainage problems.
- Reviewed and approved encroachment permit for private roadway and drainage system to tie into county maintained roadway and drainage system.
- Reviewed Final Plat, construction bond estimate, warranty documents (as-built drawings, warranty bond estimates and warranty bonds) and performed warranty inspections.
- Reviewed bid document and involved in contractor selection process for several County projects. Prepared RFP document for stormwater related project. Participated in RFQ selection committee to select County consultants in multiple projects.
- Performed analysis of existing stormwater drainage system using ICPR3 and Hydraflow Hydrograph to improve existing system. Prepared stormwater management plans and associated permit applications.
- Managed County's Stormwater Management Program. Responsibilities included updating stormwater management plan and all pertinent stormwater Ordinances and Manuals, establishing stormwater utility fee, preparing annual reports, manage and coordinate consultant, assist in preparing stormwater management program budget, assist in preparing stormwater capital projects, training all applicable county employees for pollution prevention/good housekeeping and manage and coordinate county inspector for illicit discharge detection and elimination.
- In charge of County's NPDES Industrial Stormwater General Permit for the County Airport. Prepared Notice of Intent (NOI) and Stormwater Pollution Prevention Plan (SWPPP). Performed comprehensive annual inspections and prepared reports. Coordinated with other departments to resolve any and all issues as a result of the inspections.
- Assisted County Mosquito Abatement Department by preparing NOI for the County's NPDES Pesticide Application Permit. Assisted in developing Pesticide Discharge Management Plan.
- Conducted meetings with citizens to resolve various issues such as drainage, right-of-way/easements, encroachments, illicit discharge and wetland impacts.

Department of Civil Engineering, Ohio State University, Columbus, Ohio

Graduate Research Assistant, 2000

- Worked on the project titled "Characterization and Use of Coal Combustion Products"
- Duties included laboratory testing of FGD (Flue Gas Desulfurization) materials for strength and permeability

Department of Agricultural Engineering, Ohio State University, Columbus, Ohio

Graduate Research Assistant, 1999

- Visited sites for soil sampling
- Worked with a drainage model, DRAINMOD, programmed in Fortran 90 to obtain model output

ANALYTICAL, WRITING & COMMUNICATION SKILLS

- Modeling experience includes application of the ICPR3, SedCAD, Hydraflow Hydrograph, and Haestad Methods (CulvertMaster and FlowMaster)
- Proficient in ESRI's ArcGIS package, AUTOCAD and Microsoft Office suite
- Certified Stormwater Plan Reviewer (CSPR), June 2014
- Provided assistance in development of Low Impact Development Manual in Coastal South Carolina
- Member of Communication Committee, South Eastern Stormwater Association (SESWA), South Carolina Association of Stormwater Managers (SCASM) and USDA Advisory Committee



THE CITY OF NASHUA

Division of Public Works

Administration

"The Gate City"

Board of Public Works Meeting of February 29, 2016 Administration Department

Agenda

- A. Motion:** Vote for BPW Pension Board Representative
- B. Motion:** To accept the resignation of Eric Ryder, Superintendent of Streets, effective March 7, 2016.
- C. Informational:** Update on Burke Street
- D. Informational:** Director's Report

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: February 29, 2016

From: Lisa Fauteux, Director Public Works
Administration

Re: Resignation of Eric Ryder

B. Motion: To accept the resignation of Eric Ryder, Superintendent of Streets, effective March 7, 2016.

Attachments: Letters

Discussion: Eric Ryder has served the City of Nashua since October 2014. He has given notice of his resignation as of March 7, 2016.

His contributions to the City and the Division are greatly appreciated. His dedication and hard work will be missed.

We wish him the best of luck in his new endeavors.

February 22, 2016

Ms. Lisa Fauteux

Public Works Director/City of Nashua

9 Riverside Street

Nashua, NH 03062

Dear Lisa,

I am regretfully sending this letter to inform you of my resignation as Superintendent of Streets effective March 7, 2016. It was a difficult decision for me to make as I have enjoyed my time in Nashua and gained valuable experience. However, I received an offer in a position to advance both my career and salary. Even though I will greatly miss my colleagues, this is a great opportunity for both myself and my family.

Again, it has been a pleasurable learning experience working as part of your team. I will remember my time in Nashua as a positive one.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Ryder", written in a cursive style.

Eric Ryder



THE CITY OF NASHUA

*Division of Public Works
Administration*

"The Gate City"

February 23, 2016

Mr. Eric Ryder
578 North Street
Tewksbury, MA 01876

Dear Eric,

I am in receipt of your letter in which you have resigned from your position as Superintendent of the Street Department effective March 7, 2016. I accept your resignation and wish to thank you for your contributions to the City of Nashua and your commitment to keeping our streets safe. Best of luck in your new position in Hudson, MA.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa M. Fauteux".

Lisa M. Fauteux
Director of Public Works
City of Nashua

**Board of Public Works Meeting of February 29, 2016
Department Report**

Street Department

- **Signs and Pavement Markings.** Over the past month over 20 signs have been replaced or repaired including but not limited to stop signs and several street signs.
- **Traffic Signals.** Investigated and/or fixed 18 traffic signals. There were 6 after hour calls for signals not working properly.
- **Fleet Department:** Preventative maintenance of the fleet is ongoing daily. Repairs from the daily driver reports are scheduled and resolved.
- **Weld Shop.** The welders are repairing truck bodies and spreaders after recent storms. Plows repairs are being performed in anticipation of the next winter event.
- **Collections.** The camera crew has been inspecting infrastructure for needed repairs prior to the paving project. They have been inspecting residential calls for sewer backups/ blockages. The vactor truck crew has been working to assist staff with sewer service repairs.
- **Asphalt Repairs.** The hot box crews have been busy filling well over 150 pot holes throughout the City.
- **Snow Operations.** This month we had three snow events. The staff has worked night and day in efforts to keep the roadways safe for travel. The crews then jumped into sidewalk tractors clearing sidewalks for safe travel for children to and from school.
- **Miscellaneous.** Crews have repaired two emergency sewer services located at 36 Williams St and 35 Maurice St.

Parks & Recreation Department

- **2016 Trips.** Our next trip will be in June for a trip to NYC. There are only three spots left look at the website for details.
- **Holman Stadium.** The stadium is having interior maintenance items taken care of. We currently have painted the restrooms and will be doing some work in the suites. We are planning on replacing the dugout roof before spring if the weather allows.
- **Stellos Stadium.** The stadium has been gone through having maintenance items addressed over the winter. We have been keeping the field clear of snow for a mid-March opening if weather permits.
- **Baseball / Softball / Soccer / Lacrosse.** League meetings have been held with Soccer, Lacrosse and Little League. We still have to meet with the Cal Ripken group to go over schedules and field needs.
- **Winter Ice Rinks.** With the unusual weather we had this winter skating days were few and far between. The goal is to try and keep the ice at Roby Park through vacation week.

- **Winter Projects.** The staff has continued working on a park inventory list for the new work order system. Repairs are being done to the kayak dock that was vandalized in Mine Falls Park and will be soon making and repairing picnic tables and equipment sheds for the upcoming season.
- **Biddy Basketball.** The 2015 / 2016 season is at the playoff level. We anticipate the championships and all-star games to be complete in mid-March. 1,500 children are playing ball in the State's largest recreational basketball program.
- **Mine Falls Park Red Trail.** All of the City approvals have been secured. The environmental permits have been secured. Mobilization will begin and work will commence in March as soon as the weather allows.
- **Winter Events.** The staff has handled this year's storms well. We look forward to an early spring.
- **Snow Shoe Program.** The snow shoeing program at Mine Falls Park has continued as the snow permitted. We meet at the park at 10:00 AM Wednesdays and Fridays.
- **Tree Work.** Winter Tree Work has started and will continue through March as time permits.
- **Mine Falls Park.** The Mine Falls advisory Committee meetings have started. Plans for our monthly trail days and Gate House tours will be released shortly.
- **Summerfun.** Work on the upcoming 2016 season has begun. Currently we have received \$13,500 in committed sponsorship. The annual goal is to achieve \$15,000 in sponsorships.
- **2016 Summer Camps.** The planning for the 2016 camp season has started. Look to the website for information regarding our current camps and new camps.

Wastewater Department

- **Pump Stations Upgrades Project.** Consultant Woodard & Curran is in the finishing up the study phase of this project and has prepared a report recommending new locations on City property for some of the pump stations that the City needs to decide on.
- **Expansion of Sludge Loading Bays.** This project is now complete and in the warranty phase.
- **SCADA Upgrades Project-Wet Weather Facility.** Bids were sought from contractors to install a new fiber optic cable to allow for flow paced addition of chemicals. A new flow meter installation will occur following Board approval. Once these upgrades are made the wet weather facility will again be evaluated during a storm event to adjust settings and determine additional automated control improvements by consultant Woodard & Curran.
- **Headworks Upgrade Project.** NHDES has approved the project and it is currently out to bid. Bid opening date is set for March 2nd.
- **Tank Drain and Scum System Upgrades project.** The contractor is finishing up some electrical work which will complete the project.
- **Roof Replacement Project.** Rockwell Roofing has completed all the work on the roofs. However, there is still minor leaking coming from the parapet walls on

2 buildings. Additional work is needed outside of the original scope in replacing the caps on the walls and resealing below it.

- **SOP Update Project.** Wright Pierce still needs to complete the SOP for the Wet Weather Facility. This cannot be done until SCADA upgrades are complete. All other SOPs have been delivered to plant management.
- **Pump Installations.** All 13 pumps have been installed by contractor Penta and are working satisfactorily. This work is complete.
- **WAS Pump Installation.** The plant is working on installing a new pipe valve since the existing valve is not holding back water to allow installation of the new WAS pump.
- **Grit System.** Some changes were made to the electrical system to prevent potential clogs of the grit system. The electrical contractor is working on updating SCADA for more efficient operation of the grit system during storm flow conditions.
- **Boilers.** The Lemire Company is scheduled to come back and finish the installation of the second boiler. The three air handling units in need of new heater cores were re-evaluated and determined to be beyond useful life. A new project is needed to replace all of the units.
- **Laboratory.** The laboratory continues permit and process control testing.
- **New Chemist.** The laboratory staff welcomes Michelle Gaudette, who joined Nashua staff on February 22.
- **Safety & Training.** In the process of scheduling forklift training and registering staff for Spring 2016 training courses needed for the operator certifications
- **Plant Capacity.** Additional services from consultant Hazen and Sawyer are being sought to re-evaluate their plant capacity analysis based on revised flows and sludge concentrations.
- **New Operator.** Andrew Carlino, our newest Operator, has almost completed his probationary period and is performing great.
- **Positions.** Two 25-year employees retired in February. We are working to get those vacancies posted and filled as soon as possible.

Engineering Department

- **Broad Street Parkway.** The project is in winter shutdown and construction will resume in the spring to complete final work in the Parkway South Contract.
- **CSO# 005 and CSO # 006 Screening and Disinfection Facility.** Contract close out paperwork is being finalized.
- **Burke Street Sewer Phase 2.** Curbing, sidewalks and final paving are planned for this calendar year. Changes in the lane and parking configuration are being reviewed and may require board approvals.
- **2015 Sewer Replacement.** Punch list items need to be completed. Engineering is coordinating with the railroad agency and the utilities on a plan for sewer upgrades on Temple St under the crossing railroad tracks west of the Amory St intersection.

- **2016 Sewer Replacement.** A contract package is scheduled to go out to bid at the end of February.
- **Infiltration/Inflow Analysis.** Four proposals were received from qualified engineering consultants. After review of the proposals, Wright-Pierce was selected to complete this study.
- **Echo Ave. Sewer backup and Sewer Replacement.** Engineering reviewed sewer video to determine cause of sewer up. Roots intrusion through gaps in the pipe in a 120 foot cross country section of pipe had to be replaced. Surveyor researched easement and provided layout. Design provided to Street Dept. who completed construction.
- **FY2016 Street Paving Program.** The FY2016 Paving Contract was advertised and bids were received on February 3, 2016. Brox Industries was the low bidder. See memo for additional details.
- **FY2016 Asphalt Testing.** The FY2016 Asphalt Testing Contract was advertised on 1/28/2016. Bids are due 2/25/2016.
- **Underground Infrastructure Inspection Contract for Paving Program.** Engineering is currently drafting a contract to inspect the City's sewer and drains prior to scheduling paving of future streets.
- **CDBG Manchester/Concord St Crosswalk Improvements.** Installation of the rapid flashing beacon signs at the corner of Manchester/Concord and Orange Streets need to be installed to complete this project.
- **Concord Street Crosswalks.** Punch list items such as lawn area repairs and some signage installation will be completed in the spring.
- **East Hollis Railroad Crossing.** Engineering is waiting for PanAm to provide an update to their costs estimate for the materials needed to complete the project. The agreement with DOT, PanAm and the City will require additional amendments to move forward.
- **Amherst Street Improvements - Charron Ave to Diesel Road.** Work continues on easement documents and utility relocation plans. The construction contract is ready for board approvals.
- **Merrimack River Levee.** The submittal to address US Army Corps of Engineers Section 408 permit requirements is being drafted by the Bridge Street development now known as The Residences at Riverside Landing to document the development's impact to the levee flood control system.
- **Legacy Park.** Engineering is making revisions to the drawings and contract documents so that the project can be advertised at the end of February.
- **Mill Pond Boardwalk.** A preconstruction meeting was held January 19. Review of a requested change order is ongoing. Work is expected to begin in the spring.
- **Site Development Review.** Engineering has reviewed the following Site Development and Subdivision plans: 62 and 70 Bridge St, Legacy Dr - Monis Farms Extension, 36 and 38 Broad Street – Dunkin' Donuts, 621 Amherst Street, and 5 – 8 Prospect Street.
- **Street Acceptance.** Engineering is working on the street acceptance of a portion of Cherrywood Dr, Moonstone Ct, Tamora Ct and Annabelle Ct. The developer is working on several outstanding issues.

- **Construction Inspection.** The inspectors have provided inspection for the following projects: Monis Farms Phase 2, 270 Amherst St, Adelaide Avenue and Pendant Lane, Deerwood Drive, Lovell and Ash Senior Housing project, Gagnon Farms and inspections for sewer service repairs throughout the city.
- **Engineering Survey.** Ongoing survey projects include: Survey for sewer program including Echo Ave, and Terrace, review of ROW for Temple Street, determination of ROW for tree cutting on Harbor Avenue, Cushing Avenue and Yarmouth Street, survey for sewer main replacement at Maurice Street, and pump station survey for Ferry Road.
- **Street Opening Permits.** Engineering issued 10 Street Opening Permits and 6 Permits to Encumber in January.
- **Sewer Permits.** Eighteen sewer permits were issued and \$8,228 in fees was collected from January 1 to January 31, 2016.

Solid Waste Department

- **Recyclables Shipped in January 2016.**
 - 476 tons of single stream recycled materials
 - 249 tons of C&D
 - 25 tons of electronic waste
 - 5 tons textiles and books
 - 400 gallons of waste oil
 - 2 boxes rechargeable batteries
 - 50 gallons of vegetable oil
- **Recycling Bins & Carts.**
 - 83 recycling carts were sold in August.
 - 24 recycling bins were given to 16 residents
 - 42 Trash carts distributed
 - 60 Trash carts repaired
- **Permits Sold for 2016**
 - 4925 Residential
 - 302 Commercial
- **Collected Curbside**
 - 4490 tons MSW
 - 285 tons C&D
 - 31 tons of Christmas trees collected curbside