



Town of Merrimack, New Hampshire

Community Development Department
6 Baboosic Lake Road
Town Hall - Lower level - East Wing

603 424-3531
Fax 603 424-1408
www.merrimacknh.gov

Planning - Zoning - Economic Development - Conservation

MEMORANDUM

Date: October 27, 2015
To: Robert Best, Chairman, & Members, Planning Board
From: Timothy J. Thompson, AICP, Community Development Director
Subject: **Informational Update – Valleyview Offsite Improvements – Status of the Called Performance Surety (For discussion under “Planning & Zoning Administrator’s Report” at the November 3, 2015 Planning Board Meeting)**

Please find attached to this memo an update on the status of the work associated with the called performance surety for the 2-lot subdivision at Valleyview Drive.

Work was completed on the project in October, and Public Works and Finance are in the process of returning the unused funds from the performance surety, minus 10% of the original surety amount to be kept as a “maintenance bond” for a period of 2 years.

Recommendation:

Because the surety was called by the Board, *no official Board action is necessary*. However, a consensus of the Board is requested from the Finance Department (for the public record) to indicate the Board’s support for keeping the \$32,578.87 maintenance surety for 2 years.

cc: Kyle Fox, PE, Deputy Director of Public Works/Town Engineer
Jillian Harris, AICP, Planning & Zoning Administrator
Paul Micali, Assistant Town Manager/Finance Director
file



TOWN OF MERRIMACK INTER-DEPARTMENT COMMUNICATION

DATE: October 12, 2015
AT (OFFICE): Department of Public Works

FROM: Kyle Fox, P.E. *KF*
Deputy Director/Town Engineer

SUBJECT: Performance Bond Release; Maintenance Bond Install – Valleyview Drive

TO: Timothy Thompson
Community Development Director

Work on the right of way improvements for Valleyview Drive have been completed under the direction of the Public Works Department following the calling of the performance surety on the project by the Planning Board on June 17, 2015. Following is an accounting of the project funds:

January, 2013, Original Bond Amount	-	\$325,688.76
January, 2013, Bond Reduction	-	\$228,122.83
May, 2013, Bond Reduction	-	\$144,732.65
August, 2015, Called Performance Surety		
Received by Town	-	\$144,732.65
October, 2015, Completed work on Project	-	\$ 34,944.42
October, 2015, Maintenance Bond (10% of Original Bond Amount)	-	\$ 32,568.87

October, 2015, Amount to be released	-	\$ 77,219.36

Public Works recommends releasing \$77,219.36 to the developer now while retaining \$32,568.87 for the two year maintenance bond period. At the conclusion of the maintenance bond period, Public Works will inspect the project for deficiencies. Monies remaining after any defects are repaired would be returned to the developer.

Please let me know if you have any questions,
Kyle

EC: Rick Seymour, Director of Public Works
Paul Micali, Finance Director
Jillian Harris, Planning & Zoning Administrator
Xenia Simpson, Bond Manager
Mike Maggio, FHB Consulting, LLC
File



CONTINENTAL PAVING, INC.

One Continental Drive
Londonderry, NH 03053
(603) 437-5387

Regular Invoice

Bill To: MER200
TOWN OF MERRIMACK
80 TURKEY HILL ROAD
MERRIMACK, NH 03054

Ship To: *SAME*

Page 1 of

Invoice No. - 15241

Transaction Date: 09/30/15

Due Date	Project Number	Reference	Terms	
10/30/15		TOWN WIDE PAVING	Net 30 Days	
Description	Quantity	U/M	Unit Price	Ext. Price
MILLING	350.0000	SY	1.5000	525.00
MANHOLES ADJ	12.0000	EA	350.0000	4,200.00
CHIP AROUND MH	3.0000	EA	50.0000	150.00
FLAGGING	69.0000	HRS	21.0000	1,449.00
HAND PAVING	7.0000	TON	100.0000	700.00
OVERLAY	3349.0000	TON	69.0000	231,081.00

OK To Pay 10-5-15

[Signature]

01-08-8863-0-0000
VALLEYVIEW CALLED BOND
\$14,768.79

Materials & Services Subtotal	\$238,105.00
Sales Tax	\$0.00
Freight	\$0.00
Other Amounts	\$0.00
Invoice Total	\$238,105.00

Net Invoice Total \$238,105.00

Valleyview Dr Paving
9-4-15

	TONS
12' Access Rd 425' x 12' x 1.5"	48.50
Cut Out Patch 9' x 10' x 2"	1.15
Shim Sta. 0+00 to 1+00 Area (65' x 24' x .5")	4.94
Finish Pave 0+00 to 6+50 Area	148.20
Finish Pave Turn Around 24' x 40' x 1.5"	9.12
Total Tons	211.91
	\$69.00
	\$14,621.79
2-Flaggers, 3.5 Hrs. Ea. At \$21.00=	\$147.0
SUB TOTAL	\$14,768.79
PWD Inspector, 4 Hrs. At	

Keach-Nordstrom Associates, Inc

10 Commerce Park North
 Suite 3
 Bedford, NH 03110
 Phone: (603) 627-2881
 Fax: (603) 627-2915

Invoice

Invoice #: 209757
Invoice Date: 10/5/2015
Due Date: 11/4/2015
Project: 15-0917-1

Bill To:

Merrimack Public Works Department
 Merrimack Public Works Department
 6 Babooslic Lake Road
 Merrimack, NH 03054

For Professional Services Performed September 1, 2015 through October 4, 2015.
 Valleyview - DPW - Merrimack, NH

Description	Hours/Qty	Rate	Amount
Field-As-built Survey (2 man crew)	4	130.00	520.00
Field-Set Boundary Monuments (2 man crew)	6.5	130.00	845.00
Discuss/Review Project with Staff	0.3	135.00	40.50
Existing Conditions Plan	5	100.00	500.00
Mileage		8.63	8.63
Total Reimbursable Expenses		0.00	8.63
<p>01-08-8863-0-0000 VALLEYVIEW CALLED BOND \$1,914.13 KB 10/12/15</p>			

Total \$1,914.13

Payments/Credits \$0.00

Terms: Due upon receipt of invoice. A finance charge of 1.5% per month will be applied to any invoice not paid in full within thirty (30) days. Projects with unpaid balances over thirty (30) days old are subject to suspension of work. Any legal fees or other collection fees incurred by Keach-Nordstrom Associates, Inc. as a result of collecting any unpaid fees shall be reimbursed by the client.

Balance Due This Invoice \$1,914.13



513 Donald St
Bedford, NH 03110

tel (603) 889-2980 • (603) 518-5124

fax (603) 518-5127

email: gm@cssicontractors.com

September 30, 2015

Att: Kyle Fox
Deputy Director
Department of Public Works
Town of Merrimack

Invoice 1

Re: Invoice for Valley View Drive, Merrimack

Work Completed

- Per Punch list and as directed by Town
- See attached backup

Total Due \$ 17,509.00

01-08-8863-0-0000
VALLEYVIEW CALLED BOND
\$17,509.00
763
10/12/15

Valley View Drive Merrimack

LABOR

Date	Equipment/ Manpower	Hours	Rate	Total
9/2/2015	Lowbed	4	100	400
9/4/2015	Foreman	5	65	325
	PC 27	5.5	75	412.5
	Labor	3	35	105
	1 ton with trailer	2	65	130
	lowbed	1.5	100	150
	triaxle	1.5	75	112.5
9/8/2015	Foreman	9	65	585
	Excavator operator	9.5	45	427.5
	Laborer	8.5	35	297.5
	Lowbed	1	100	100
	Triaxle	8	75	600
9/9/2015	Foreman	9.5	65	617.5
	Excavator Operator	9.5	45	427.5
	1 ton	2	65	130
	Laborers	14.5	35	507.5
	Triaxle	10	75	750
9/10/2015	Foreman	9	65	585
	Excavator Operator	9.5	45	427.5
	1 ton	1	65	65
	Laborers	13	35	455
	Triaxle	2	75	150
	Wa 250 loader	3.5	95	332.5
9/11/2015	Foreman	7	65	455
	Excavator Operator	5	45	225
	Laborer	7	35	245
	Triaxle	2.5	75	187.5
9/16/2015	Foreman	3	65	195
	1 ton	2	65	130
	Laborer	3	35	105
9/30/2015	Lowbed	3	100	300
	Backhoe	1	80	80
	Labor Total			10015

MATERIALS

Date	Item	Quantity	Unit	Unit rate	Total
9/4/2015	crushed gravel	18	CY	11	198
9/8/2015	excavator rental	1	LS	1948.65	1948.65
9/8/2015	crushed gravel	27	CY	11	297
9/8/2015	loam	18	CY	15	270
9/9/2015	Loam	36	CY	15	540
9/9/2015	silt fence	4	rolls	20	80
9/9/2015	erosion control blanket	1	LS	176	176
9/10/2015	loam	72	CY	15	1080
9/11/2015	loam	27	CY	15	405
9/15/2015	bellemore	1	LS	660	660
9/16/2015	erosion control blanket	1	LS	248	248

Materials Total 5902.65

Labor 10015

Materials 5902.65

Total 15917.65

markup x 10%

Total Due 17509

**Valleyview Drive
Called Bond Expenses
01-08-8863-0-0000**

DIRECT EXPENSES		
Date	Description	Cost
8/11/2015	Made copy of plans for contractor 17 sheets x \$6 per sheet	\$ 102.00
10/5/2015	Invoice #209757 - KNA - Asbuilt Drawing and bound installations	\$ 1,914.13
9/30/2015	Invoice #1 - CSSI - Punchlist Work	\$ 17,509.00
9/30/2015	Invoice #15241 - Continental Paving - Paving items per bid contract	\$ 14,768.79
Total		\$ 34,293.92

**Valleyview Drive
Called Bond Expenses
01-08-8863-0-0000**

LABOR EXPENSES						
Date	Description	Employee	Hours	Rate	Total	
7/15/2015	Met with staff and attorney to discuss requirements following calling of bond	KF	1	\$ 51.83	\$ 51.83	
8/6/2015	Discuss finishing engineering work on the project (as-builts/bounds, etc) - Steve Keach will send budget proposal for work	KF	1	\$ 51.83	\$ 51.83	
8/7/2015	Spoke with Keach Nordstrom to discuss outstanding work including as-built plans, bounds, etc. Keach will perform the services and bill the town directly	KF	1	\$ 51.83	\$ 51.83	
8/12/2015	Spoke with CSSI to discuss project and set up site meeting to review details.	KF	0.5	\$ 51.83	\$ 25.92	
8/18/2015	Review punch list with CSSI in field (John & Mike)	KF	1	\$ 51.83	\$ 51.83	
8/31/2015	Marked out project limits for paving	KF	1	\$ 51.83	\$ 51.83	
8/31/2015	Showed project area and discussed scope with Finance Director	KF	0.5	\$ 51.83	\$ 25.92	
9/4/2015	Met with site contractor to discuss project work - paving and site work beginning today	KF	1	\$ 51.83	\$ 51.83	
9/4/2015	Paved Valleyview	JS	4	\$ 33.05	\$ 132.20	
9/18/2015	Inspected work to date. Contacted KNA to discuss missing monumentation	KF	1	\$ 51.83	\$ 51.83	
10/12/2015	Processed invoices/bond	KF	2	\$ 51.83	\$ 103.66	
Total					\$ 650.50	