



# TOWN COUNCIL – AGENDA REQUEST FORM

THIS FORM WILL BECOME PART OF THE BACKGROUND INFORMATION USED BY THE COUNCIL AND PUBLIC

Please submit Agenda Request Form, **including back up information**, 8 days prior to the requested meeting date. **Public Hearing requests must be submitted 20 days prior to the requested meeting date to meet publication deadlines** (exceptions may be authorized by the Town Manager, Chairman/Vice Chair).

### MEETING INFORMATION

Date Submitted: 11/29/2023                      Date of Meeting: 12/07/2023  
Submitted by: Dawn Tuomala                      Time Required: 10 Minutes  
Department: Public Works – Sewer                      Background Info. Supplied: Yes  No   
Speakers: Dawn Tuomala

### CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment:	<input type="checkbox"/>	Recognition/Resignation/Retirement:	<input type="checkbox"/>
<b>Public Hearing:</b>	<input type="checkbox"/>	Old Business:	<input type="checkbox"/>
New Business:	<input checked="" type="checkbox"/>	Consent Agenda:	<input type="checkbox"/>
Nonpublic:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

### TITLE OF ITEM

**Withdrawal of Funds from the Sewer Capital Reserve Fund**

### DESCRIPTION OF ITEM

To release the amount of \$5,578.54 from the Wastewater Capital Reserve Fund for the purpose of paying the Sewer Utility Cost required by NH DOT for Safety Improvements on the NH 101A / Continental Blvd Project.

### REFERENCE (IF KNOWN)

RSA:	Warrant Article:
Charter Article:	Town Meeting:
Other:	N/A:

### EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector:	<input type="checkbox"/>	Grant Requirements:	<input type="checkbox"/>
Easel:	<input type="checkbox"/>	Joint Meeting:	<input type="checkbox"/>
Special Seating:	<input type="checkbox"/>	Other:	<input type="checkbox"/>
Laptop:	<input type="checkbox"/>	None:	<input type="checkbox"/>

### CONTACT INFORMATION

Name:	<b>Dawn Tuomala</b>	Address:	<b>6 Baboosic Lake Rd</b>
Phone Number:	<b>603 424-5137</b>	Email Address:	<b>Dtuomala@merriamcknh.gov</b>

### APPROVAL

Town Manager: Yes  No                       Chair/Vice Chair: Yes  No

Hold for Meeting Date:



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.  
Commissioner

David Rodrigue, P.E.  
Assistant Commissioner

Andre Briere  
Deputy Commissioner

Merrimack  
10136D  
X-A001(265)  
(NH 101A; Safety Improvements at NH 101A/Continental Blvd  
And at Craftsman Ln/Boston Post Rd)  
[BID PAYMENT REQUEST LETTER]

Bureau of Highway Design  
Room 200  
Tel. (603) 271-2171  
Fax (603) 271-7025

October 13, 2023

Dawn Tuomala  
Public Works Director  
Merrimack Public Works Department  
6 Baboosic Lake Road  
Merrimack, NH 03054

Dear Ms. Tuomala:

The apparent low bidder for the noted State project is Severino Trucking Co., Inc. They have submitted a bid item total of \$9,854,762.00 that includes \$4,690.00 for non-participating reconstructing/adjusting sewer manhole items. Attached is the Project Agreement Estimate based on bids containing the individual non-participating items for your review.

The Department is prepared to recommend award of a contract, by Governor and Council, to the low bidder and include the Municipality's non-participating items in the State's contract, in accordance with the Utility Agreement dated February 7, 2023, if you approve of this action. Please forward a letter of concurrence to Michael Mozer, P.E., Chief of Design Services, Bureau of Highway Design, New Hampshire Department of Transportation, 7 Hazen Drive, Concord, NH 03302 should you wish to include the non-participating reconstructing/adjusting sewer manhole items in the contract. The Municipality's share at this time is based on the attached estimate of project costs. Final billing will be based on actual costs.

**Estimated Total Cost of Non-Participating Work:**

Bid Item Total	\$4,690.00
Construction Engineering (6%)	\$281.40
Subtotal	\$4,971.40
Fuel Adjustment	\$100.00
Subtotal	\$5,071.40
Department Overhead (10%)	\$507.14
<b>Total Due the State</b>	<b>\$5,578.54</b>

Including the Municipality's items in the State's contract requires payment before the project is awarded. Please prepare a check in the amount of **\$5,578.54**. Checks should be made payable to the **"Treasurer, State of New Hampshire"** and forwarded to Accounts Receivable Supervisor, Bureau of Finance and Contracts, New Hampshire Department of Transportation, 7 Hazen Drive, PO Box 483, Concord, NH 03302-0483, with a copy to Michael Mozer at the address stated above. If you prefer, you may mail it along with the letter of concurrence requested above.

Your prompt action regarding this matter will be greatly appreciated and a letter of reply is requested by October 27, 2023, to help assure that the contract is on the Governor and Council agenda in a timely fashion.

Sincerely,



Michael J. Mozer, P.E.  
Chief of Design Services



MJM/ADS/mcp

Enclosures

cc: J. Reczek, Finance and Contracts -- George Poulin & Startreece Snow, Construction, Roadway Section

Merrimack Public Works Department Utility Agreement Based On Bids Estimate

Item No.	Item Description	Unit	Unit Cost (\$/LF)	Quantity	Item Cost
604.618	Replace Sewer Manhole Frames and Covers (Supplied By Others)	EA	\$670.00	7	\$4,690.00
	Construction Engineering 6% =				\$281.40
	Fuel Adjustment =				\$100.00
	10% Department Overheads =				\$507.14
	<b>Total Utility Agreement Cost =</b>				<b>\$5,578.54</b>

# Project Agreement Estimate Based On Bids

MERRIMACK  
 10136D  
 X-A001(265)

<b>Funding Group Name</b> Non-Par - Town of Merrimack (Sewer)	<b>Paving ID</b> N/A	<b>Funding Code(s)</b> NON
<b>Description</b> Sewer Manhole Agreement	<b>Bridge Number</b> N/A	

Item No.	Description	Unit	Quantity	Awarded Contractor Unit Price	Total
604.618	SEWER MANHOLE COVERS AND FRAMES (SUPPLIED BY EA OTHERS)		7.00	\$670.00	\$4,690.00
<b>Sewer Manhole Agreement Bid Items Subtotal:</b>					<b>\$4,690.00</b>
1010.15	FUEL ADJUSTMENT	\$	100.00	\$1.00	\$100.00
<b>Sewer Manhole Agreement Construction Engineering Bid Items (CBI) Subtotal:</b>					<b>\$100.00</b>
1030.	CONSTRUCTION ENGINEERING	\$	231.00	\$1.00	<del>\$231.00</del>
<b>Sewer Manhole Agreement Construction Engineering Subtotal:</b>					<del>\$231.00</del> <b>\$281.48</b>
Sewer Manhole Agreement Bid Items and CBI Total					\$4,790.00
Sewer Manhole Agreement Inspection Items Total					\$0.00
Sewer Manhole Agreement Construction Engineering Total					\$231.00
<b>Sewer Manhole Agreement Total</b>					<b>\$5,021.00</b>

Bid Items and CBI Total	\$9,854,762.00
Inspection Items Total	\$1,500.00
Construction Engineering Total	\$362,971.98
<b>Grand Total Engineer's Estimate</b>	<b>\$10,219,233.98</b>