

**Request to appear before the Board of Selectmen**

Unless the issue is an emergency, all requests need to be furnished to the Town Administrator no later than noon on the Thursday prior to the Board Meeting.

**NAME:** Dick Perusse

**Date:** 12/11/13

**Phone Number:** 487-2279

**ACTION DESIRED:** Please specify what action you desire the Board of Selectmen (or Sewer Commissioners) to take as a result of your presentation to the Board. Please be specific as possible.

*Review letter from Hoyle Tanner & Associates  
regarding Thornton Road drainage scope and fees.*

**PREVIOUS STEPS TAKEN:** Please indicate any attempts that you have made to resolve this issue prior to asking to appear before the Board of Selectmen. If current procedures require that you place your request elsewhere prior to possible action by the Board of Selectmen, the Town Administrator shall inform you at the time you complete this form.

Please see attachment.

**End**

November 15, 2013

# Hoyle, Tanner Associates, Inc.

Mr. Dick Perusse, Road Agent  
Highway Department  
Town of New Boston  
PO Box 250  
New Boston, NH 03070

150 Dow Street  
Manchester, New Hampshire 03107  
603-669-5555  
603-669-4168 fax  
www.hoyletanner.com

RE: Professional Engineering Services – Prepare Roadway Repair Alternatives and Cost Estimates for a 3,400 foot long segment of Thornton Road.

Dear Mr. Perusse:

Hoyle, Tanner & Associates, Inc. (Hoyle, Tanner) herein submits our scope of work and fee estimate for design engineering services for the above referenced project as requested. The scope of work and fee include for the preparation of a baseplan – including a topographic and detail field survey, engineering design, preparation of estimates of probable cost and preparation of a Roadway Study document. The study will include materials as more clearly defined further below within this document. Upon completion of the Study and with the selection of a roadway alternative for construction, it is envisioned that Final Roadway Design will be requested.

## PROJECT DESCRIPTION

The Thornton Road project will propose rehabilitation of a 3,400 linear foot road segment described as beginning at the intersection with Pine Road at the Northern limit and extending southerly to the intersection with Clark Hill. Existing conditions are such that near constant maintenance is required after moderate rain events. During a recent more extreme rain event that occurred this past Labor Day weekend the road washed out and was temporarily closed.

Existing roadside ditch lines are variable in offset, depth, fore slope and back slope configuration. This appears to be the result of emergency type response activities to keep the road open. Dry laid stone walls line a majority of the road along both sides. The location of the walls often limits the available space beyond the ditch line to match existing adjacent land with a stable slope.

Thornton Road is listed as a "Scenic Roadway" and lined with numerous trees often presenting direct conflict with winter maintenance operations. As such individual trees will be identified on the base plan to enable informed decision making as the project advances toward construction.

These services are further defined herein below.

#### **4.0 Environmental Documentation/Permitting Phase**

Not required at this time.

#### **5.0 Final Design Phase**

Not required at this time.

#### **FEE ASSUMPTIONS**

This fee is based on the following assumptions:

- New open and closed stormwater drainage systems will be analyzed and designed and will include the appropriate treatment facilities meeting NHDES AoT Permit by General Rule requirements. It is the intent is to utilize existing outfalls wherever possible.
- We intend to survey to a point behind the existing stone walls that line Thornton Road or a distance of fifteen feet beyond the existing edge of roadway for a distance of 3,500 feet which is approximately 50 feet beyond the project limits for the purpose of documenting existing detail and topography.
- Right-of-way takings or Permanent Easements will not be required for this project. As such efforts related to Right-of-Way drawings, negotiations, appraisals, and filing fees are not included within the scope of this proposal.
- If necessary to improve the conveyance of surface stormwater, the Thornton Road profile and grading may be minimally adjusted.
- The project centerline length is approximately 3,400 linear feet long and will essentially follow the existing roadway centerline in order to stay within the existing ROW layout.
- Design services for private properties with the exception of tying the driveway aprons into the new roadway are not requested nor required as part of the scope of services. We intend to coordinate with the Town and abutters if necessary to match the design into existing conditions within the right-of-way.
- Hoyle Tanner's meeting attendance will include:
  - a kickoff;
  - field site data collection
  - two (2) design progress;
- Hoyle Tanner will provide the Town with two (2) paper copies of design submittals.

Mr. Dick Perusse  
Town of New Boston  
RE: Professional Engineering Services

November 15, 2013  
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BUDGET

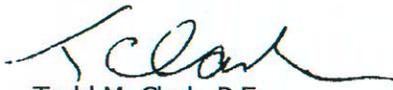
We propose to provide the services described in the SCOPE OF SERVICES on an hourly basis using our billing rate schedule in effect at the time the services are performed. Our understanding of the project at this time is general in nature, and it is difficult to predict how the project will progress within the design team and approval agencies. Based on past experience, however, we have generated an estimated fee schedule for your consideration. We will revisit this schedule during each phase and will discuss any changes to the fee.

At this time we estimate the total fee to be FOURTY THREE THOUSAND, SEVEN HUNDRED SEVENTY-TWO DOLLARS AND ZERO CENTS (\$43,772.00). This total fee shall be understood to be an estimate, but if conditions change and the estimate is expected to be exceeded, you will be notified in advance. **See attached Billing Rate Estimate for Design Services spreadsheet for a detailed breakdown of manhours, billing rate costs, sub-consultant costs, and expenses.**

This scoping is a professional service prepared by Hoyle, Tanner for your consideration. Its contents shall not be reproduced, divulged, or transmitted to parties other than The Town of New Boston in any manner, in whole or in part, without the express written permission of Hoyle, Tanner, and Associates, Inc.

We look forward to the opportunity to provide professional engineering services to you on this project. Please do not hesitate to call us if you have any questions or comments on this Proposal.

Very truly yours,  
*Hoyle, Tanner & Associates, Inc.*



Todd M. Clark, P.E.  
Vice President