

28359

LeftField, LLC
101 Federal St
Boston, MA 02110
www.leftfieldpm.com

JUN 05 2025



INVOICE

BILL TO

City of Nashua
Attn: Accounts Payable
PO Box 2019
229 Main Street
Nashua, NH 03061

INVOICE # 2024.035-006

DATE 05/31/2025

DUE DATE 06/30/2025

TERMS Net 30

FOR

May 2025 OPM Services

PROJECT

Public Works Garage Project

PO/CONTRACT

✓ PO #192681 / RFP0265-111324

	QTY	RATE	AMOUNT
Services			
Lump Sum per Contract	1	22,000.00	22,000.00

We appreciate your business and look forward to helping you again!

BALANCE DUE

\$22,000.00

Remit Payment To:
LeftField, LLC
PO Box 307
Hingham, MA 02043

BILL TO

City of Nashua
ATTN: Accounts Payable
P.O. Box 2019
229 Main Street
Nashua, NH 03061-2019

MONTHLY INVOICE**Project Description: Nashua DPW Garage**

Professional Services through April 30, 2025

City of Nashua Purchase Order # 192839

INVOICE NUMBER	INVOICE DATE	PAYMENT DUE DATE	OUR PROJECT NO.	BALANCE DUE
0001-022442	May 22, 2025	June 21, 2025	022442	\$228,009.55

	Fee Summary		Previously Invoiced		Current Invoice		Remaining
	%	Fee	%	Amount	%	Amount	Amount
01 Pre-Design	12.34%	\$169,000.00	0.00%	\$0.00	100.00%	\$169,000.00	\$0.00
02 Schematic Design	22.61%	\$309,551.00	0.00%	\$0.00	19.06%	\$59,009.55	\$250,541.45
03 Design Development	51.21%	\$701,201.00	0.00%	\$0.00	0.00%	\$0.00	\$701,201.00
04 Industrial Engineering	10.21%	\$139,841.00	0.00%	\$0.00	0.00%	\$0.00	\$139,841.00
05 Methane Reclaim System Energy Recovery	3.62%	\$49,624.00	0.00%	\$0.00	0.00%	\$0.00	\$49,624.00
Totals	100.00%	\$1,369,217.00	0.00%	\$0.00	16.65%	\$228,009.55	\$1,141,207.45

AMOUNT DUE THIS INVOICE \$228,009.55

Please make payments to HKT Architects, Inc.



William R. Hammer AIA, LEED-AP
Janet M. Slemenda AIA, LEED-AP
Amy J. Dunlap LEED-AP BD+C

June 25, 2025

Lisa Fauteux
Director of Public Works
City of Nashua
848 West Hollis Street
Nashua, New Hampshire 03062

Re: RFQ – Public Works Garage Architectural & Engineering Services
RFQ0026-111224

Dear Ms. Fauteux:

Enclosed is the breakdown for the 0001-022442 invoice.

Invoice 0001-022442

Worked for period ending May 22, 2025

Pre-Design: Completed

1. Space Needs Assessment and Programming Update: Complete

- Architectural: program review with the final programming on site.
- The space needs assessment included data collection and on-site meeting with staff.
- The program highlighted the total space needs identified by staff including support space, fleet services bays and support spaces, and parking for fleet vehicles and equipment.
- Size and preferred layout of salt barn and a stand-alone wash bay was determined.
- Industrial Equipment and Public Works: HDR worked directly with HKT to review, validate, and finalize the program.
- Civil/Site: HSI / IMEG participated in the programming work session to understand how the size and scope of the proposed project affected the site topography and limitations.
- MEPFP: F&T participated in the programming work session to understand the MEPFP needs of the division and to offer their initial ideas as to the space that will be required.
- Structural: No work during Programming.

2. Design Charrette for Planning Concepts: Complete

- The charrette process was scheduled for two days, with the City participating both days. Work on the selected concept continued in our offices.

- Architectural: The team addressed circulation patterns and site area relationships, established functional area within the building and reviewed architectural design for adherence to facility concept.
- Industrial Equipment and Public Works: HDR participated in all sessions of the charrette to help develop multiple alternatives for site configuration and general building design.
- Civil/Site: HSI / IMEG participated in the charette work session to offer ideas and comments. HSI / IMEG worked with HKT and HDR on the layout of the site to allow for safe vehicular and pedestrian movements and to conceptualize grading on the site to provide accessible pathways on the sloping site and general use areas. HSI / IMEG reviewed the City of Nashua Land Use Code and New Hampshire Department of Environmental Services (NHDES) site development regulations and codes to determine their impact on the project.
- MEPFP: F&T participated in the charrette to locate MEPFP programmed spaces in the best locations to serve the building. F&T discussed sustainability pathways available.
- Structural: No work during the Design Charrette and Planning Concepts Phase.

3. Estimate by Others: Complete

- Architectural: HKT prepared architectural documents for the preferred project.
- Industrial Equipment and Public Works: HDR provided updates to the planning documents. HDR provided a general estimate of equipment costs based on the floor plans.
- Civil/Site: HSI / IMEG prepared a Due Diligence Report which included descriptions of the availability and capacity of site utilities, site access and traffic flow, parking and zoning requirements, any required utility or stormwater management improvements, permitting/regulatory requirements, and an anticipated site design/permitting schedule.
- MEPFP: F&T prepared a summary document for decisions made during the planning exercise. F&T produced a concept design memo outlining potential options and recommended systems. This provided information for a budgeting level exercise by a CM.
- Structural: Pare performed preliminary structural analyses to determine approximate sizes and layouts for the proposed buildings. Pare prepared a structural design narrative for use in developing a cost estimate). Structural systems were described in narrative format only with either approximate member size and spacing or steel weight per square foot. The narrative identified structural material types to be used (concrete, metal deck, etc.).

Anticipated foundation systems were described in narrative format utilizing either a presumed bearing capacity (to be verified in a next project phase via geotechnical investigation).

Schematic Design: 19.06% Invoiced included work by HKT, Fitzmeyer and Tocci, and Pare Corp.

The principal elements for this phase include the following:

1. **Architectural:** Prepared plans, massing and multiple elevation studies that illustrated the scale and relationship of the project components. Schematic plans, sections and elevations were studied and concept finalized. **Work begun.**
2. **Industrial Equipment and Public Works:** HDR Inventoried existing shop equipment, by functional area. Included description, quantity, manufacturer, model number, and utility requirements. Participated in equipment discussion meetings with Nashua PW to identify, by functional area, maintenance and service equipment needed to support maintenance activities. Maintenance equipment included storage equipment, shop equipment, wash equipment, vehicle exhaust systems, lifts, and cranes. Service equipment included compressed air system components and lubrication system components. HDR Identify quantities required, dimensions, and impact on other design team disciplines. Work included layout drawings, equipment list, datasheets and cutsheets. Developed initial one-line service equipment layout drawings. Participated in Design Team coordination meetings to respond to equipment related functional requirements for building systems and components including architectural, structural, mechanical, electrical, plumbing, and human engineering. **No work invoiced.**
3. **Civil/Site:** IMEG'S work effort included wetland/soil mapping, civil/site engineering and site plan preparation, and local and state site-related permits/approvals. IMEG reviewed the City of Nashua and the New Hampshire Department of Environmental Services (NHDES) site development regulations and codes to determine their impact on the project. Based on the conceptual building floor plans, IMEG prepared a Preliminary Site Plan of the intended development. The plan included the site demolition, utility relocation, grading, stormwater management, vehicle parking/storage areas and other elements typically included in a site plan. **No work invoiced.**
 - a. Gove Environmental Services, Inc. (GES), subconsultant to IMEG, performed field delineation of the on-site wetlands in the vicinity of the project area. This shall include the flagging of approximately 5,500 linear feet of wetland area. Once the delineation is complete, the City Surveyor shall field locate the wetland flagging and add the flag locations to the project's base map.
4. **MEPFP:** F&T work scope included HVAC, plumbing, fire protection, and electrical scope. HVAC scope of work consisted of the design for

completely new heating/cooling, ventilation, and exhaust systems for support of the proposed new facilities. Plumbing scope of work consisted of the design for completely new domestic cold and hot water piping and equipment, non-potable water piping and equipment, sanitary waste and vent piping and equipment, storm and natural gas piping and equipment for support of the proposed new facilities. Fire Protection scope of work consists of the design for a completely new NFPA-13 fire sprinkler system for support of the proposed new facilities. Fire Alarm work consisted of performance-based design to NFPA-72 standards including system objective, device layout and specification, wiring specification, and control sequences. **Work on systems begun.**

- a. Expand the conceptual design memo to produce a schematic design narrative outlining potential options and recommended systems for each trade involved.
 - b. Prepare diagrammatic drawings depicting the size, weight, and location of the main HVAC, plumbing, fire protection, and electrical equipment.
 - c. Prepare schematic-level basis of design equipment cut sheets indicating performance, dimensional and weight data.
 - d. Review construction cost estimates prepared by others.
5. **Structural:** Pare assumed that the structural system would consist of cast-in-place concrete foundation walls, spread footings, and slab-on-grade with no fully-below grade (i.e. basement) spaces, steel-framed superstructure with concrete-on-metal deck floors and metal roof deck, and a lateral load resisting system – steel-braced frames, moment frames, and/or masonry shear walls. **Work on structure begun.**
 - a. Pare will provide consultation related to proposed structural systems and layouts for the single story garage (fleet maintenance, vehicle storage and supporting spaces with partial mezzanines, wash bays, open steel-framed covered parking and foundation system for the salt shed) based upon preliminary design plans and concepts prepared by HKT.
 - b. Pare will perform preliminary design calculations to determine approximate framing depths and sizes.
 - c. Pare will prepare a written Structural Design Narrative outlining the proposed structural work. The narrative will be accompanied by 30% design-level framing and foundation layouts.
6. **Code:** *The code consulting services will be based on the New Hampshire State Building Code which adopts and amends the 2021 International Building Code (IBC) and 2018 International Energy Conservation Code (IECC) as well as the New Hampshire State Fire Code Saf-C 6000 which adopts and amends the 2021 Editions of NFPA 1 Fire Code and NFPA 101 Life Safety Code (the "Building Code and Fire Code of Record"). The*

accessibility review will be based on the 2017 edition of ICC/ANSI A117.1, as adopted and amended by New Hampshire and the Americans with Disabilities Act 2010 Standards for Accessible Design (the "Accessibility Code of Record"). **No work invoiced.**

- a. Provide plan review comments to the design team addressing any code compliance concerns.
 - b. Prepare a Building Code Report that will address the architectural and fire/life safety system requirements in accordance with the Building Code of Record. The report will also outline the accessibility requirements in accordance with the scoping provisions of the Accessibility Code of Record. Reports are internal documents for use by the design team as the project moves into the design development phase.
7. **Specifications:** Preparation of architectural technical specifications by Kalin Associates for construction of the project, in accordance with the drawings and direction of HKT Architects. TOC (Table of Contents) type outline specifications during the Schematic Design Phase. **No work invoiced.**

Design Development: No work invoiced for DD phase.

1. **Architectural:** Continued development and expansion of schematic Design Documents to establish the final scope for the project.
 - a. Plans, sections and elevations, begin technical details
 - b. Final material selection.
 - c. Assume Cost Estimate, by others.
 - d. Coordinate with team members.
2. **Industrial Equipment and Public Works:** HDR will conduct an Equipment Review Meeting and a Service Equipment Review Meeting with Nashua PW staff to discuss the Preliminary Equipment List, Cutsheets and Preliminary Equipment and Service Equipment Layout Drawings to confirm that equipment requirements have been addressed. HDR will update equipment list to be consistent with equipment layouts, review comments, and facility design. HDR will update equipment cost estimate, cutsheets and datasheets, develop a discipline coordination matrix to provide coordination of HDR specified equipment requirements with architectural, structural, mechanical, electrical, and plumbing disciplines.
 - a. HDR will refine maintenance equipment layout drawings, based on comments from the review meeting with Nashua PW staff.
 - b. Develop Discipline Coordination drawing(s) based on information developed with Nashua PW. These will be drawn on a separate level on the equipment layout drawing and will include convenience connections for locations of air, electrical, and water

outlets; vehicle exhaust system outlets; drains; special grating; and overhead door controls.

- c. *Develop initial service equipment layout drawings, which provide schematic piping routes to service equipment for compressed air piping system and bulk fluid piping system.*
 - d. *Develop draft specifications for approximately 90-110 maintenance and service equipment items. Coordinate with architectural/engineering specifications. These draft specifications are to be reviewed by the various design team disciplines during the construction document phase to confirm coordination between equipment and utility requirements. The following items are not included as maintenance and service equipment items and should be addressed by others: fuel system components (i.e., storage tanks, monitoring systems, pumps, dispensers).*
 - e. *Cross Discipline Review of the drawings and specifications to be performed by an HDR project manager not assigned to the project. Drawings and specification to be reviewed for coordination, quality, and accuracy.*
3. **Civil/Site/Permitting:** *Using the Preliminary Site Plan prepared during Schematic Design, IMEG shall prepare detailed plans for public agency approvals in accordance with the City of Nashua Site Plan procedures. The Site plan package shall include the following:*
- a. *A site demolition plan that shows the portions of the site that are to be demolished, abandoned or removed as part of the redevelopment of this portion of the property. The location of the proposed building is in the vicinity of several utility services.*
 - b. *The site grading of proposed building pad, vehicle parking and storage areas, and access roads shall be performed to meet grading criteria.*
 - c. *The design of proposed vehicle parking and storage areas, access roads, fencing and associated site improvements shall be performed in accordance with the Preliminary Site Plan. The design shall include vehicle parking and storage area layout, curbing, sidewalks, painted pavement marking, internal traffic signs, guardrail and appurtenant details. IMEG will work with HKT and HDR on the layout of the site to allow for safe vehicular and pedestrian movements and to conceptualize grading on the site to provide accessible pathways on the sloping site and general use areas.*
 - d. *The design of on-site drainage and stormwater management system (catch basins, pipe system, storage and treatment areas, etc.) shall be performed in accordance with the City of Nashua and NHDES requirements. At this time, it is unclear what the exact*

stormwater management solution will be, however, any proposed solution will need to meet the redevelopment regulations outlined by both NHDES and the City of Nashua. Redeveloped sites, such as this, are required to make qualitative improvements to the current system to better comply with current industry standards for attenuating stormwater runoff. The overall result will be to improve the existing condition, provide qualitative treatment for a portion of the site and minimize peak rates of runoff leaving this site. The design effort will include the preparation of a Stormwater Management Report, including an analysis comparing pre-development and post-development flows. As part of this effort, IMEG shall witness 1 day of test pits in the vicinity of the proposed stormwater management area(s). The backhoe expense shall be borne by the City. This proposal assumes that the stormwater management area will be located within the project limits.

- e. The design of the on-site gravity sanitary sewer system, including the connection to the existing, on-site sanitary sewer line. IMEG shall prepare a letter report to the City Engineer indicating the average daily and peak sewage flow estimates for the project.
- f. The design of the water distribution system (pipe sizing and layout) shall be based on recommendations by HKT and the Fire Protection Consultant. The plans shall include a connection to the existing on-site water system. IMEG shall provide coordination with Pennichuck Water Works. The design of water system booster station (fire or domestic), storage tanks and/or meter pit, if necessary, shall be performed by others and is not included in this proposal.
- g. The communication and power requirements are to be provided by HKT, and the proposed underground conduit and manhole layout will be shown on the site plans. This proposal assumes that these services shall come from the existing distribution line (power). IMEG will provide coordination with the Client, MEP engineers and the utility companies for the necessary utility extensions. The design of the off-site gas main extension is not included in this proposal.
- h. IMEG shall prepare a base plan for use by the Project's Electrical Engineer, who shall design the site lighting poles, luminaries, wiring, conduit, controls, and light pole bases. In addition, a photometric plan showing lighting levels shall be provided to IMEG for use in the Site Plan submission. Site lighting plans shall be prepared to accommodate access drive, parking HKT's requirements and City of Nashua regulations.
- i. IMEG shall design and prepare plans showing temporary and permanent erosion control measures and details on the plans.

- j. *IMEG can obtain the services of a Landscape Architect (subconsultant to IMEG) for the preparation of landscape plans and details, including a planting list, for the project. The landscape design shall be in accordance with the City of Nashua and HKT's criteria. The design of specialty hardscape/plaza areas are not included in this proposal. The landscape architect fee, which includes work by IMEG and HKT, is included in the Supplemental Services section of this proposal.*
- k. *IMEG shall prepare an aerial map and a rendered site plan for public meeting presentations.*

It is IMEG's opinion that the City must obtain the services of the following professional consultants in order to address specific issues that are required as part of the site plan approval process or as needed for construction. It is understood that these consultants shall work directly for the City.

- o *Wildlife Biologist: To perform a wildlife study as required by the New Hampshire Fish & Game (NHFG) Department consultation requirements, which is a requirement of the NHDES Wetlands and AOT Permit.*
- o *Environmental Consultant: To prepare a source control plan and offer input related to the landfill groundwater monitoring zone and potential design limitation for proposed stormwater management practices.*

IMEG shall prepare plans and applications for the following permits:

- o *City of Nashua Conservation Commission recommendation to the Zoning Board of Adjustment for proposed wetland and buffer impacts*
- o *City of Nashua Zoning Board of Adjustment – Special Exception for proposed wetland and wetland buffer impacts*
- o *City of Nashua City Planning Board – Site Plan Approval*
- o *City of Nashua City Planning Board – Conditional Use Permit (CUP) Approval*
- o *NHDES Alteration of Terrain (AoT) Permit*
- o *NHDES Wetlands Bureau- Dredge and Fill Permit (Minor Permit)*
- o *NHDES Sewer Connection Permit*

As part of the City of Nashua Conservation Commission and Zoning Board Adjustment processes described above, IMEG shall prepare separate Wetland & Wetland Buffer Impact Plans showing the proposed wetland and buffer related impacts associated with the proposed project. Note: This proposal assumes that the proposed wetland impacts will total less than 10,000 square feet.

IMEG shall attend job meetings during the project and provide coordination with HKT, other project consultants and approval agencies. IMEG shall prepare for and attend one (1) Planning Board, three (3) Conservation Commission (including a site walk) and one (1) Zoning Board of Adjustment meetings as part of this proposal.

GES shall assist IMEG in the preparation and coordination of the necessary plans and applications for the NHDES Alteration of Terrain Permit, NHDES Wetlands Dredge and Fill Permit and the City of Nashua Conservation Commission Wetland/Buffer Impact approval. Included in this effort is the preparation of a wetland function and values assessment report.

4. MEPFP: *F&T will attend one (1) meeting to review the design development documents. Attend additional design team meetings via conference.*

- a. Visit the site, as required, to properly confirm the design development concepts. We expect to be on site for one (1) visit.*
- b. Prepare design development documents consisting of progress drawings (approximately 50% construction document level).*
- c. Prepare a draft specification for the trades included herein.*
- d. Update of the basis of design equipment cut sheets indicating performance, dimensional, and weight data.*
- e. Review construction cost estimates prepared by others.*

5. Structural:

- a. Review of geotechnical report for design of foundation system.*
- b. Structural analysis for the project. Analyses will be performed in accordance with the New Hampshire State Building Code (2021 International Building Code with State Amendments).*
- c. Prepare technical specifications.*
- d. +/- 60% DD includes DD-level general structural notes, typical details, foundation plans, framing plans, and bracing elevations.*

6. Code:

- a. One (1) review of the architectural design development drawings in accordance with the Building Code of Record and the scoping provisions of the Accessibility Code of Record.*
- b. Provide plan review comments to the design team to address any remaining code compliance concerns for the design team to consider as the project moves into the construction documents phase.*

7. Specifications: Drafts of full specifications during the Design Development phase.

Estimate by Others: The design team will produce enough information during these two phases for the OPM and CM to produce an opinion of probable cost for the preferred project. When the estimates are complete the City should have enough information to make decisions as to the pathway that will be taken.

Very truly yours,
HKT Architects Inc.

A handwritten signature in black ink, reading "Janet M. Slemenda". The signature is fluid and cursive, with the first name "Janet" being more prominent.

Janet M. Slemenda, AIA, LEED AP
Principal



▲ Geotechnical Engineering ▲ Environmental Studies ▲ Materials Testing ▲ Construction Monitoring ▲

June 17, 2025
Revised June 18, 2025

Connor Sullivan
Project Manager
LeftField Project Management
255 Park Avenue, Suite 1000
Worcester, MA 01609

RE: Engineering Services Proposal
Nashua DPW Facility Test Pits
848 West Hollis Street
Nashua, New Hampshire

GSI Proposal No. 241-25

Dear Mr. Sullivan:

Following our review of the project information you have provided, Geotechnical Services, Inc. (GSI) is pleased to submit the following proposal to provide geotechnical engineering services for the referenced project.

The project involves the construction of the proposed DPW facility and salt shed on West Hollis Street in Nashua, New Hampshire. The property is located at 848 West Hollis Street and is abutted by West Hollis Street to the west, the Nashua landfill to the east, Trestle Brook Drive to the north, and residential property on most sides separated from the DPW property by a buffer strip of woodland. The site topography near the roadway is relatively level but ascends toward the landfill to the east. This proposal exclusively pertains to the excavation of test pits for the subsurface drainage.

SCOPE OF SERVICES

We propose to observe a series of test pits at locations within the proposed subsurface drainage systems. The test pits will be excavated by others and will be advanced to evaluate the composition of the underlying strata. The test holes will be conducted under the direct supervision of a geotechnical engineer from our office. Soil observed during the exploration program will be visually classified in the field referencing the "Burmister System" of soil classification. If cohesive soils are encountered, the geotechnical engineer will use a pocket penetrometer to assess the shear strength of the deposit. The engineer will record all pertinent information including soil classification, penetration resistance if needed, and groundwater depths on the exploration logs.

Utility Clearance, Test Boring Location, and Dig-Safe

Prior to commencing with the subsurface explorations, the client or others would contact Dig Safe and the local department of public works to determine the presence of utilities and obtain clearance for the work. The proposed exploration locations will be laid out in the field *by others* prior to the start of the subsurface explorations.

PROPOSED BUDGET/STAFF ASSIGNMENT

Based on the foregoing work scope, we have developed the following budget:

TASK	STAFF ASSIGNMENT	UNIT COST	UNITS	TASK TOTAL
Test Pit Excavator and Operator	By Others	N/A	N/A	N/A
Test Pit Observation / Field Logging	Field Engineer	\$600	1 day	\$600
Test Pit Logs	Field Engineer	\$300	1 lump sum	\$300
TOTAL PROJECT BUDGET:				\$900.00



We trust that you find this proposal consistent with your needs. Should you have any questions with regard to this proposal, please do not hesitate to contact our office. You may formally execute this proposal by signing below and returning it to us for our files.

GEOTECHNICAL SERVICES, INC.

Harry K. Wetherbee, P.E.
Principal Engineer

Attachments: Terms and Conditions, Rate Schedule

This proposal and the Terms and Conditions of engagement are hereby accepted and executed by a duly authorized signatory, who by execution hereof, warrants that he/she has full authority to act for, in the name and on behalf of the client.

<i>(Authorizing Signature)</i>	<i>(Printed Name and Title)</i>
<i>(Company/Legal Entity)</i>	<i>(Date)</i>



GEOTECHNICAL SERVICES, INC.

PROFESSIONAL SERVICES TERMS AND CONDITIONS - Geotechnical Investigations

BILLING AND PAYMENT: CLIENT recognizes that timely payment of GSI's invoices is a material part of the consideration GSI requires to perform the services indicated in this AGREEMENT. CLIENT shall pay GSI for services in accordance with the rates and charges set forth herein.

COLLECTION COSTS: If CLIENT fails to make payment when due and GSI incurs any costs in order to collect overdue sums from CLIENT, the CLIENT agrees that all such collection costs incurred shall immediately become due and payable to GSI. Collection costs shall include, without limitation, legal fees, collection agency fees and expenses, court costs, collection bonds, and reasonable GSI staff fees at standard billing rates for GSI's time in efforts to collect. This obligation of the CLIENT to pay GSI's collection costs shall survive the terms of this agreement or any earlier termination by either party.

SUSPENSION OF SERVICES: If CLIENT fails to make payments when due or otherwise is in breach of this agreement, then GSI may suspend performance of services upon 5 days written notification to CLIENT. GSI shall have no liability whatsoever to CLIENT for any costs or damages as a result of such suspension caused by any breach of this agreement by CLIENT.

HOLDING HARMLESS: CLIENT understands that "holding GSI harmless" as referred to in these Terms and Conditions, would, among other thing require CLIENT to compensate GSI for any time spent or expenses incurred by GSI in defense of any claim for which CLIENT has agreed to indemnify GSI, in accordance with GSI's prevailing fee schedule and expense reimbursement policy relative to recovery of direct project costs.

SAMPLES: Soil, rock, and water samples obtained from the site which have not been consumed in testing become the property of the CLIENT, once the project account has been paid in full. Such samples will be held for thirty (30) days after payment, and will be disposed of thereafter unless delivery to CLIENT is requested in writing. It is CLIENT'S responsibility to select and arrange for disposal procedures which encompass removing the contaminated samples from GSI's custody and transporting them to a disposal site.

DOCUMENTS: All documents generated by GSI in the course of rendering service to CLIENT will remain the property of GSI. CLIENT agrees that all documents and/or plans provided by GSI in connection with services rendered will be utilized solely by CLIENT for their intended purpose. GSI will not intentionally divulge documents or information regarding its services to parties other than CLIENT unless requested in writing by CLIENT.

SUBSURFACE EXPLORATIONS: CLIENT should be aware that some damage to the terrain, vegetation, structures, or equipment on the site may occur in the normal course of work. CLIENT will not hold GSI liable for such damages and will make compensation to GSI if GSI is required to restore the land to its former condition. GSI will take reasonable precautions to limit damage to the site and to any subterranean structures. GSI will not be held liable for damages or injury, including consequential damages such as the loss of use or profit, resulting from interference with subterranean structures which are not called to our attention or are incorrectly located on plans furnished by CLIENT or others in connection with the work to be performed.

FAILURE TO ENCOUNTER HAZARDOUS MATERIALS: CLIENT understands that GSI's failure to discover hazardous materials through appropriate and mutually agreed- upon sampling techniques does not guarantee that hazardous materials do not exist at the site. Accordingly, CLIENT waives any claim against GSI, and agrees to defend, indemnify and save GSI harmless from any claims or liability for injury or loss arising from GSI's failure to detect the presence of hazardous materials through techniques commonly employed for the purpose.

RIGHT OF ENTRY: Unless otherwise agreed, CLIENT will furnish right-of-entry upon the site for GSI or its subcontractors to perform assessments or explorations as deemed necessary by GSI.

STANDARD OF CARE: GSI strives to provide its professional services in accordance with the care and skill ordinarily used by members of GSI's profession practicing under similar circumstances at the same time and in the same locality. GSI makes no warranties, express or implied, under this Agreement.

JURISDICTION/CHOICE OF LAW: The laws of the State of New Hampshire shall govern the rights and obligations of the parties under this Agreement and any disputes arising from this Agreement. Jurisdiction for any legal action arising from this Agreement shall be in the Goffstown District Court or the Hillsborough County Superior Court in the State of New Hampshire.

SCOPE OF SERVICE: GSI's services shall be limited to those expressly set forth in this Agreement. Consultant shall have no other obligations or responsibilities for the Project except as agreed to in writing.

THIRD-PARTY CLAIMS: Owner recognizes that the Contractor and Subcontractors will be solely in control of the Project site and exclusively responsible for construction means, methods, scheduling, sequencing, job-site safety and compliance with all construction documents and directions from Owner or building officials. GSI shall not be responsible for construction related damages, losses, costs, or claims, except only to the extent caused by Consultant's sole negligence.

VALUE ENGINEERING AND MODIFICATIONS: Upon the written request or direction of Client, Consultant shall evaluate and advise Client with respect to proposed or requested changes in materials, products, or equipment. Consultant shall be entitled to rely on the accuracy and completeness of the information provided in conjunction with the requested substitution. Client acknowledges that such changes may result in a reduction in the quality and performance of the project and accepts that risk in recognition of the objectives of the change. Accordingly, Consultant shall not be responsible for errors, omissions, or inconsistencies in information by others or in any way resulting from incorporating such substitution into the Project.

HIDDEN CONDITIONS: GSI shall notify CLIENT of any hidden conditions encountered by GSI which will affect the scope of GSI's work and/or its compensation under this Agreement. GSI is not responsible or liable for any cost resulting from an increase in the scope of its work or compensation under this Agreement associated with any hidden conditions encountered or discovered by GSI during the prosecution of its work.

MONITORING OF CONSTRUCTION: Should CLIENT for any reason not retain GSI to monitor construction, or should CLIENT unduly restrict GSI's assignment of personnel to monitor construction, or should GSI for any reason not perform construction monitoring during the full period of construction, CLIENT waives any claim against GSI, and agrees to indemnify, defend and save GSI harmless from any claim or liability for injury or loss arising from problems during construction that allegedly result from findings, conclusions, recommendations, plans or specifications developed by GSI.

JOBSITE SAFETY: Neither the professional activities of GSI, nor the presence of GSI or his employees or subcontractors at a construction site, shall relieve the General Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means and methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the Work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. GSI and his or her personnel have no authority to exercise any control over the construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The Client agrees that the General Contractor is solely responsible for jobsite safety, and warrants that this intent shall be made evident in the Client's agreement with the General Contractor. The Client also agrees that the Client, GSI and GSI's subcontractors shall be indemnified and shall be made additional insured under the General Contractor's general liability policy.

LIMITATION OF LIABILITY: CLIENT agrees to limit GSI's liability to CLIENT and all third parties arising from GSI's professional acts, errors or omissions, such that the total aggregate liability of GSI to all those named shall not exceed \$50,000 or GSI's total fee for the services rendered on this project, whichever is greater. CLIENT further agrees to require of all of their subcontractors an identical limitation of GSI's liability for damages suffered by the CLIENT or its subcontractors arising from GSI's professional acts, errors or omissions.

CONSEQUENTIAL DAMAGES: Notwithstanding any other provision of the agreement, neither party shall be liable to the other for any consequential damages resulting incurred due to the fault of the other party, regardless of the matter of this fault or whether it was committed by the CLIENT or GSI, their employees, agents, subcontractors or subcontractors. Consequential damages include, but are not limited to, loss of use and profit.

INDEMNIFICATION: GSI agrees, to the fullest extent permitted by law, to indemnify and hold CLIENT harmless from any damage, liability or cost (including reasonable attorney's fees and costs of defense) to the extent caused by GSI's negligent acts, errors or omissions in the performance of GSI's professional services under this contract and those of GSI's subcontractors or anyone for whom GSI is legally liable. CLIENT agrees to the fullest extent permitted by law, to indemnify and hold GSI harmless from any damage, liability or cost (including reasonable attorney's fees and costs of defense) to the extent caused by CLIENT's negligent acts, errors or omissions and those of CLIENT's subcontractors or anyone for whom CLIENT is legally liable, and arising from the project that is the subject of this agreement. GSI is not obligated to indemnify CLIENT in any manner whatsoever for CLIENT's own negligence.

GEOTECHNICAL INVESTIGATION: CLIENT understands that the education, experience, expertise, and capabilities of those who provide geotechnical engineering services and those who provide geoenvironmental services differ significantly. Those involved with a geotechnical engineering project may not notice indications of environmental concerns and, if they do, they may not report them. The same applies to personnel involved with geoenvironmental projects, with respect to geotechnical issues. Accordingly, CLIENT shall, to the fullest extent permitted by law, waive any claim against GSI, and indemnify, defend, and hold GSI harmless from any claim or liability for injury or loss arising from GSI alleged failure to report or report fully on environmental issues in instruments of geotechnical service or on geotechnical issues in instruments of geoenvironmental service. CLIENT also shall compensate GSI for any time spent or expenses incurred by GSI in defense of any such claim. Such compensation shall be based upon GSI's prevailing fee schedule and expense reimbursement policy. (The term "any claim" used in this provision means "any claim in contract, tort, or statute alleging negligence, errors, omissions, strict liability, statutory liability, breach of contract, breach of warranty, negligent misrepresentation, or other acts giving rise to liability.")

TIME BAR TO LEGAL ACTION: All legal actions by either party against the other for breach of this agreement or any addendum to it, or for failure to perform in accordance with the applicable standard of care, or that are essentially based upon such breach or such failure, shall be barred after two (2) years have passed from the time the claimant knew or should have known of its claim, and under no circumstances shall be initiated after four (4) years have passed from the date by which GSI substantially completes its services. Substantial completion shall be defined to mean completion of monitoring services as called for hereunder, unless GSI's services shall be terminated earlier. After four (4) years have passed from the date of substantial completion, CLIENT agrees to indemnify, defend, and hold GSI harmless from any claim or liability or injury or loss allegedly arising from GSI's failure to perform in accordance with the applicable standard of care. In addition, CLIENT agrees to compensate GSI for any time spent or expenses incurred by GSI in defense of any such claim, with compensation to be based upon GSI's prevailing Rate Schedule and expense reimbursement policy.

GEOTECHNICAL SERVICES, INC. - RATE SCHEDULE 2025

A. PROFESSIONAL STAFF

Principal Engineer	\$175/hr
Professional Engineer	125/hr
Field Engineer	95/hr
Staff Engineer	85/hr
Word Processing	55/hr

B. CONSTRUCTION MONITORING SERVICES

Field Technician	175/¼ day
	320/full day
Steel Inspector (AWS Visual)	95/hr
Senior Engineering Technician	85/hr

C. LABORATORY TESTING SERVICES

Soils

Sieve Analysis (ASTM C-136 & C-117)	95/ea
Hydrometer Analysis (ASTM D422)	85/ea
Organic Content	100/ea
pH Determination	50/ea
Topsoil Nutrient Analysis	150/ea
Proctor (Standard or Modified)	135/ea
Atterberg Limits	150/ea
California Bearing Ratio	375/ea
Consolidation Testing (Taylor Method)	500/ea
Falling/Constant Head Permeability	275/ea
Triaxial Permeability	500/ea
Unconfined Compressive Test	250/ea

Concrete and Aggregates

Concrete Cylinder Compression	25/ea
Mix Design Review	600/ea
Concrete Core Compression Tests	65/ea
Masonry Prisms	35/ea
Mortar Cubes	35/ea
LA Abrasion	275/ea
Petrographic Analysis	cost + 20%

Asphalt

Density Tests	150/ea
Asphalt Extraction Tests	200/ea
Mix Review	600/ea
Batch Plant Inspection	125/hr

D. SUBSURFACE EXPLORATIONS

Subcontractor cost plus 20%

E. EQUIPMENT/MISCELLANEOUS

Transportation of Materials to Lab	40/hr
Nuclear Density Gage	50/day
Photo Ionization Detector	75/day
Vibration Monitor	125/day
Guelph Permeameter	100/day
Groundwater Sampling Pump	50/day
Mileage	0.60/mi
UT Steel Testing Apparatus	100/day
Groundwater Monitor Wells	50/ft
Low-Voltage Holiday Detector	50/day
Dry Film Thickness Gage	25/day
Windsor probe test	100/shot
Swiss Hammer	50/day
Transit	100/day
Coring Rig and Crew	995/day
James Electric Resistivity	75/day
Static Cone Penetrometer	50/day
Dynamic Cone Penetrometer	100/day

- Rates and mileage charges are assessed portal to portal from Weare, NH
- Overtime surcharge for technical staff is 50%.
- Markup for reimbursable expenses is 20%.
- A surcharge of 50% applies to all same day & rush service.
- Sundays and Holiday service are surcharged 100%.
- Interest rate of 1% per month may be applied to all overdue accounts
- Test reports are subject to review by Materials Engineer @ \$95/hr.





William R. Hammer AIA, LEED-AP
Janet M. Slemenda AIA, LEED-AP
Amy J. Dunlap MCPPO, LEED-AP BD+C

June 19, 2025

Lisa Fauteux
Director of Public Works
City of Nashua
848 West Hollis Street
Nashua, New Hampshire 03062

Re: Wastewater Maintenance and Storage Garage - Architectural & Engineering Services

Dear Ms. Fauteux:

HKT Architects is pleased to submit our fee proposal for the Schematic Design, Design Development and Permitting phases of Designer Services for the Wastewater Maintenance and Storage Garage project. The work completed during the Pre-Design process will be the basis of the work ahead. We anticipate this process to last approximately twenty weeks in total.

Once the Schematic Design and Design Development phases are complete, we will provide another fee proposal for Construction Documents, Bidding and Construction Administration Services. This phase includes work by all Design Team members.

Project Team for Schematic, Design Development and Permitting Phases:

We anticipate the following Design Team members will participate in the work of these phases.

- HKT Architects Inc. – programming, architecture, planning
- HDR Engineering Inc. – industrial equipment and public works operation experts
- IMEG Consultant Corp., formerly Hayner/Swanson Inc. – civil/site engineering, permitting
- Fitzmeyer & Tocci Associates, Inc. (F&T) – mechanical, electrical, plumbing, fire protection engineering
- Pare Corporation – structural engineering
- WSP – Code Consulting
- Kalin Associates - Specifications

Scope of Work for Phase 2 Schematic, Design Development and Permitting Phases:

This phase will include the following:

- Schematic Design
- Design Development
- Permitting—site/civil,
- Industrial Equipment and Public Works

Schematic Design: The first part of the pre-design session was to discuss and create a program document. Following programming the group generated and discussed the merits of multiple design options including the concept of two buildings, one located at the “front” of the site, and one located towards the “rear” of the site with the second and preferred option to create a singular building option at the “front” of the site. The challenges of this site include existing buildings and pathways and limited site area to building new structures.

This schematic phase will develop the preferred option to determine if the new structure will actually meet the expectations of the City including building, parking and pathways.

The principal elements for this phase include the following:

1. **Architectural:** The purpose of this phase is to establish the general scope and schematic design and to present that in a form that achieves the City of Nashua's understanding and acceptance. The schematic design should meet the agreed upon project objectives including program, site criteria and construction budget. By the completion of this phase, it is anticipated that schematic drawings will have been completed and approved by the City. These schematic drawings will be provided to the cost estimators along with notes and narratives as needed to provide the estimators with adequate detail to develop a schematic level cost estimate.
 - a. Prepare plans, massing and elevation studies that illustrate the scale and relationship of the project components.
 - b. Assume Cost Estimate, by others, at completion of this phase. Work by Team Members will continue during this review unless directed otherwise.
 - c. Coordinate with team members.
2. **Industrial Equipment and Public Works:** HDR will be working directly with HKT to confirm that the functional requirements, including circulation and proximity relationships, are appropriately addressed.
 - a. HDR will Inventory existing shop equipment, by functional area, which will be relocated to the new facility. Include description, quantity, manufacturer, model number, and utility requirements.
 - b. Participate in equipment discussion meetings with Nashua WWTP personnel to identify, by functional area, maintenance and service equipment needed to support maintenance activities. Maintenance equipment includes storage equipment, shop equipment, wash equipment, and cranes. Service equipment includes compressed air system components (i.e., compressor, dryer, hose reels, filter/regulator/lubricator). Identify quantities required, dimensions, and impact on other design team disciplines. Work related to fuel system equipment (i.e. storage tanks, monitoring systems, pumps, dispensers) is not included in this Scope of Services.
 - c. Develop preliminary equipment list to be consistent with equipment layout drawings and facility design. Equipment to be listed by functional area within each department, by description and numerically by equipment identifier. Equipment list includes information regarding description, quantity, price, dimensions,

- procurement strategies, and specification responsibility, and discipline coordination matrix.
 - d. Assemble Equipment List with description, quantity, price, dimensions, procurement strategies, specification responsibility, and discipline coordination matrix
 - e. Assemble Equipment Datasheets
 - f. Assemble Equipment Cutsheets on maintenance and service equipment to be specified by HDR O&M Facilities Design specialists (approximately 30-50 items).
 - g. Develop initial maintenance equipment layout drawings which provide an efficient industrial workflow through the facility. Include workstation layouts and materials handling storeroom layouts.
 - h. Develop initial one-line service equipment (lubrication distribution and compressed air systems) layout drawings on Revit Model.
 - i. Participate in (twice per month via web conference) Design Team coordination meetings to respond to equipment related functional requirements for building systems and components including architectural, structural, mechanical, electrical, plumbing, and human engineering.
 - j. Coordinate operational and equipment related functional requirements for building systems and components including architectural, structural, mechanical, electrical, plumbing, and human engineering.
 - k. Review architectural/engineering design for functional response to program equipment requirements.
3. **Civil/Site:** It is IMEG's understanding that the project will involve a 7 +/- acre portion of the City of Nashua Wastewater Treatment Facility (WWTF) property (Lot 26) and a portion of the abutting Lot 161 (parking lot out-parcel) and consist of the civil/site design and permitting for a maintenance and vehicle storage building, wash bay, associated site features along with a parking lot on Lot 161. IMEG'S work effort will include land surveying services and base map preparation, civil/site engineering and site plan preparation, local and state site-related permits/approvals.
- a. Land surveying services & base map preparation: As background, in 2021, our office (IMEG formerly HIS) performed a boundary and limited topographic survey of Map 11 Lot 161 (parking lot out-parcel) in support of the recently redeveloped 141 Burke Street project. Additionally, the City has provided topographic survey information for Map 5, Lot 26 (WWTF).
 - b. In order to prepare a plan that would be compliant with local and state permitting and have the accuracy necessary to bid and construct this project we recommend the following land surveying services:
 - i. IMEG shall perform a partial boundary survey of the subject parcel (Map 5, Lot 26 (WWTF)) and update the boundary survey of Map 11 Lot 161 (parking lot out-parcel) including necessary fieldwork and deed/plan research. This will ensure that the proposed improvements are located upon the subject sites.
 - ii. IMEG shall perform a field topographic survey of the 7.0± acre project site. All work will be performed under the

direct supervision of our New Hampshire Licensed Land Surveyor. The topographic survey shall include the following:

1. Location and elevation of existing structures.
 2. Location and elevation of existing paved areas, driveways, walks, and of portions of the adjacent roadway along subject parcels' frontage on Sawmill Road
 3. Location of existing visible utilities (water, gas, telephone, electric, well, sewer, etc.) and utility research with the City of Nashua and local utility companies.
 4. Location of existing features (tree lines, signs, walls, fences, etc.).
- c. IMEG shall retain a Certified Wetland Scientist (subconsultant to IMEG) to inspect and delineate the limits of wetlands on site (approximately 800± LF – see attached Exhibit 'A'). IMEG shall, as part of the topographic survey described above, locate the wetland flagging and add the results to the Existing Conditions Base Map. An allowance of \$2,500 has been carried for the subconsultant services.
- d. Using the survey information obtained above, and previously obtained survey information from both IMEG and the City, IMEG shall prepare an Existing Conditions Base Map at 1" = 20' scale and 1-ft contour intervals for use in preparation of future site plans.
- e. **Schematic Design:** Using the Existing Conditions Base Map completed in the survey, IMEG shall perform the following work to assist the Client in determining, in detail, the detailed development issues of the project site:
- i. IMEG shall review the City of Nashua Land Use Code and New Hampshire Department of Environmental Services (NHDES) site development regulations to determine their impact on the proposed project.
 - ii. Based on the conceptual building floor plans provided by the Client/Architect, IMEG shall prepare a Preliminary Site Plan of the intended development. The plan shall include the site demolition, utility relocation, grading, stormwater management, vehicle parking/storage areas and other elements typically included in a site plan. Recommendations for design changes due to site constraints or permitting requirements shall be brought to the Client's attention.
 - iii. IMEG shall meet with the Client and project team to review the Preliminary Site Plan and, subsequently, make any change to the plan based on comments received from the Client, City or project team.
 - iv. Along with the Client, IMEG shall meet with City of Nashua Planning, Engineering and Fire Department staff to introduce them to the project and identify any potential design/permitting issues or areas of concern.

4. **MEPFP:** F&T's work scope will include HVAC, plumbing, fire protection, and electrical services. F&T will complete some conceptual design work prior to beginning schematic design.
 - a. Conceptual Design – F&T not part of Pre-Design:
 - i. Visit the site, as required, to properly evaluate the systems and develop the schematic design. F&T expects to be on site for one (1) visit.
 - ii. Prepare an MEPFP space program document depicting room area sizes, locations, and characteristics required for MEPFP equipment.
 - iii. Prepare a sustainability path matrix indicating the prerequisites and options for sustainability design discussions and decisions.
 - iv. Prepare an HVAC systems options matrix for each building.
 - v. Produce a concept design memo outlining potential options and recommended systems for each trade involved.
 - b. During Schematic Design expand the conceptual design memo to produce a schematic design narrative outlining potential options and recommended systems for each trade involved.
 - i. HVAC scope of work consists of the design for completely new heating/cooling, ventilation, and exhaust systems for support of the proposed new facilities. Energy modeling shall be provided for input into preliminary design options. The modeling shall be carried out through the design development phase and shall be on a zone by zone basis. The model shall be adequate to show compliance with applicable energy codes.
 - ii. Plumbing scope of work consists of the design for completely new domestic cold and hot water piping and equipment, non-potable water piping and equipment, sanitary waste and vent piping and equipment, storm and natural gas piping and equipment for support of the proposed new facilities.
 - iii. Fire Protection scope of work consists of the design for a completely new NFPA-13 fire sprinkler system for support of the proposed new facilities. The fee includes hydraulic calculations, construction documents, and technical specifications stamped by a State of NH registered mechanical engineer. A fee is also provided for F&T to provide a flow test for the existing hydrant at the site in Nashua, New Hampshire to understand if there is sufficient pressure to rule out a fire pump in the new building. This includes one (1) on-site visit for field inspection and hydrant flow testing
 - iv. Fire Alarm work consists of performance-based design to NFPA-72 standards including system objective, device layout and specification, wiring specification, and control sequences.
 - v. Plumbing and fire protection systems will be designed within 10'-0" from the building foundation. We will

- coordinate with the site/civil engineer for required utilities as applicable.
 - vi. Electrical scope of work consists of the design for completely new normal and emergency power distribution, lighting, and raceway support systems for support of the proposed new facilities and adjacent new site lighting. The fee assumes coordination with utilities and the civil engineer to determine the electrical service to each new building. The fee includes design of raceway support system only, for voice, tel/data, video, audio/visual, security, intercom, and door access systems designed and specified by others.
 - vii. Expand the conceptual design memo to produce a schematic design narrative outlining potential options and recommended systems for each trade involved.
 - viii. Prepare diagrammatic drawings depicting the size, weight, and location of the main HVAC, plumbing, fire protection, and electrical equipment.
 - ix. Prepare schematic-level basis of design equipment cut sheets indicating performance, dimensional and weight data.
 - x. Review construction cost estimates prepared by others.
5. **Structural:** Pare assumes that the structural system for all portions of the building(s) will consist of cast-in-place concrete foundation walls, spread footings, and a slab-on-grade with no fully-below grade (i.e. basement) spaces, (if it is determined during the geotechnical investigation that a deep foundation is required, the effort associated with the design and detailing of that foundation system will be covered under a supplemental agreement). For the conventional framed portions Pare assumes a steel-framed superstructure with concrete-on-metal deck floors and metal roof deck, roof may be pitched or flat (or a combination thereof), cold-formed roof trusses may be used if the roof is pitched (trusses would be delegated design with loading and layout information on the structural drawings) and a lateral load resisting system – steel-braced frames, moment frames, and/or masonry shear walls. For the pre-engineered portion of the building Pare will design the foundations only.
- a. Pare will provide structural consultation related to anticipated structural systems.
 - b. Pare will provide consultation related to proposed structural systems and layouts for the single story PEMB garage (storage and supporting spaces with partial mezzanines) and the conventionally framed remainder of the buildings including the wash bay, shops and employee support space.
 - c. Pare will perform preliminary design calculations to determine structure layouts and approximate framing depths and sizes.
 - d. Pare will prepare a written Structural Design Narrative outlining the proposed structural work. The narrative will be accompanied by 30% design-level framing and foundation layouts.
6. **Code:** The code consulting services will be based on the New Hampshire State Building Code which adopts and amends the 2021 International

Building Code (IBC) and 2018 International Energy Conservation Code (IECC) as well as the New Hampshire State Fire Code Saf-C 6000 which adopts and amends the 2021 Editions of NFPA 1 Fire Code and NFPA 101 Life Safety Code (the "Building Code and Fire Code of Record"). The accessibility review will be based on the 2017 edition of ICC/ANSI A117.1, as adopted and amended by New Hampshire and the Americans with Disabilities Act 2010 Standards for Accessible Design (the "Accessibility Code of Record"). WSP's scope of work does not include a code analysis for newly adopted federal, state, or local codes that occur after initial code review (in this case, after submission of SD documents).

- a. One (1) review of the proposed architectural schematic design drawings in accordance with the Building Code of Record and Accessibility Code of Record.
 - b. Provide plan review comments to the design team addressing any code compliance concerns.
 - c. Prepare a Building Code Report that will address the architectural and fire/life safety system requirements in accordance with the Building Code of Record. The report will also outline the accessibility requirements in accordance with the scoping provisions of the Accessibility Code of Record. This report is intended as an internal document for use by the design team as the project moves into the design development phase.
7. **Specifications:** Preparation of architectural technical specifications by Kalin Associates for construction of the project, in accordance with the drawings and direction of HKT Architects. Services include the following:
- a. TOC (Table of Contents) type outline specifications during the Schematic Design Phase.

Design Development:

1. **Architectural:** Continued development and expansion of schematic Design Documents to establish the final scope for the project.
 - a. Plans, sections and elevations; begin technical details
 - b. Final material selection.
 - c. Assume Cost Estimate, by others, at completion of this phase. Work by Team Members will continue during this review unless directed otherwise.
 - d. ~~Coordinate with team members.~~
2. **Industrial Equipment and Public Works:** HDR will be working directly with HKT to confirm that the requirements for maintenance operations and equipment are appropriately addressed in Design Development.
 - a. Conduct an Equipment Review Meeting and a Service Equipment Review Meeting with Nashua WWTP staff to discuss the Preliminary Equipment List, Cutsheets and Preliminary Equipment and Service Equipment Layout Drawings to confirm that equipment requirements have been addressed.
 - b. Update equipment list to be consistent with equipment layouts, review comments, and facility design.
 - c. Update equipment cost estimate.

- d. Update Cutsheets and Datasheets on maintenance and service equipment, as necessary.
 - e. Develop a discipline coordination matrix to provide coordination of HDR specified equipment requirements with architectural, structural, mechanical, electrical, and plumbing disciplines.
 - f. Refine maintenance equipment layout drawings, based on comments from the review meeting with Nashua WWTP staff.
 - g. Develop initial service equipment layout drawings, which provide schematic piping routes to service equipment for compressed air piping system and bulk fluid piping system.
 - h. Develop draft specifications for approximately 30-50 maintenance and service equipment items. Coordinate with architectural/engineering specifications. These draft specifications are to be reviewed by the various design team disciplines during the construction document phase to confirm coordination between equipment and utility requirements. The following items are not included as maintenance and service equipment items and should be addressed by others: fuel system components (i.e., storage tanks, monitoring systems, pumps, dispensers).
 - i. Participate in (twice per month via web conference) Design Team coordination meetings to respond to equipment related functional requirements for building systems and components including architectural, structural, mechanical, electrical, plumbing, and human engineering.
 - j. Coordinate operational and equipment related functional requirements for building systems and components including architectural, structural, mechanical, electrical, plumbing, and human engineering.
 - k. Review architectural/engineering design for functional response to program equipment requirements.
 - l. Review of equipment layout drawings and specifications to be performed by an HDR project manager not assigned to the project. Drawings and specifications to be reviewed for quality and accuracy.
 - m. Cross Discipline Review of the drawings and specifications to be performed by an HDR project manager not assigned to the project. Drawings and specification to be reviewed for coordination, quality, and accuracy.
 - n. Provide QC comments to the Design Team to be addressed in final CD package.
3. **Civil/Site/Permitting:** Using the Preliminary Site Plan prepared during Schematic Design, IMEG shall prepare detailed plans for public agency approvals in accordance with the City of Nashua Site Plan procedures and, in preparing its services, exercise the same degree of skill and care ordinarily exercised under similar circumstances by qualified professionals undertaking similar work under similar conditions in the same locality at the same time. All plans will be prepared in AutoCAD format for use by Client. The Site Plan package shall include the following:
- a. A site demolition plan that shows the portions of the site that are to be demolished, abandoned or removed as part of the redevelopment of this portion of the property. The location of the

proposed building is in the vicinity of several utility services. This proposal assumes that significant utility relocation and construction may be warranted.

- b- The site grading of proposed building pad, vehicle parking and storage areas, and access roads shall be performed to attempt to meet the Client's grading criteria.
- e- The design shall include vehicle parking and storage area layout, curbing, sidewalks, painted pavement marking, internal traffic signs, guardrail and appurtenant details.
- d- The design of on-site drainage and stormwater management system (catch basins, pipe system, storage and treatment areas, etc.) shall be performed in accordance with the City of Nashua and NHDES requirements. At this time, it is unclear what the exact stormwater management solution will be, however, any proposed solution will need to meet the redevelopment regulations outlined by both NHDES and the City of Nashua. Redeveloped sites, such as this, are required to make qualitative improvements to the current system to better comply with current industry standards for attenuating stormwater runoff. The overall result will be to improve the existing condition, provide qualitative treatment for a portion of the site and minimize peak rates of runoff leaving this site. The design effort will include the preparation of a Stormwater Management Report, including an analysis comparing pre-development and post-development flows. As part of this effort, IMEG shall witness one (1) days of test pits in the vicinity of the proposed stormwater management area(s) to support the stormwater design/permitting effort. The backhoe expense shall be borne by the Client. This proposal assumes that the stormwater management area will be located within the project limits.
- e- The design of the on-site gravity sanitary sewer system, including the connection to the existing, on-site sanitary sewer line. The building service connections shall be designed to within five (5) feet of the proposed building. Sewer connection locations shall be provided by the Client. IMEG shall prepare a letter report to the City Engineer indicating the average daily and peak sewage flow estimates for the project. The design of a private, sewer pump station, if necessary, is not included in this proposal.
- f- The design of the water distribution system (pipe sizing and layout) shall be based on recommendations by the Client and the Fire Protection Consultant. The plans shall include a connection to the existing on-site water system. The plans shall include the water distribution layout, hydrants and valve locations and service connections to within five feet of the proposed building at designated locations. IMEG shall provide coordination with Pennichuck Water Works, including meeting with representatives to review the proposed water distribution system and the project's domestic/fire protection usage requirements. The design of water system booster station (fire or domestic), storage tanks and/or meter pit, if necessary, shall be performed by others and is not included in this proposal.
- g- The natural gas, communication and power requirements are to be provided by the Client and the proposed underground conduit and

manhole layout will be shown on the site plans. IMEG will provide coordination with the Client, MEP engineers and the utility companies for the necessary utility extensions.

- h. IMEG shall prepare a base plan for use by the Project's Electrical Engineer, who shall design the site lighting poles, luminaries, wiring, conduit, controls and light pole bases. In addition, a photometric plan showing lighting levels shall be provided by the Client to IMEG for use in the Site Plan submission. Site lighting plans shall be prepared to accommodate access drive, parking and vehicle storage areas, and walkways in accordance with the Client's requirements and City of Nashua regulations. The preparation of a photometric plan is not included in this proposal.
- i. IMEG shall design and prepare plans showing temporary and permanent erosion control measures and details on the plans.
- j. IMEG shall prepare an aerial map and a rendered site plan for public meeting presentations.

Note: It is IMEG's opinion that the Client must obtain the services of the following professional consultants in order to address specific issues that are required as part of the site plan approval process or as needed for construction. It is understood that these consultants shall work directly for the Client.

- o Geotechnical Engineer: For subsurface investigations, geotechnical report and specifications that should address foundation construction, underdrainage, slope stability, blasting recommendations, permeability testing in the proposed storm water management area(s), dam embankment, typical pavement/loading dock section design. The Geotechnical Engineer shall prepare the earthwork and underdrainage specifications.
- o Structural Engineer: To prepare final plans and specifications for the design of structural elements (light pole bases, retaining walls, etc.), if needed.

IMEG shall prepare plans and applications for the following permits:

- o City of Nashua City Planning Board – Site Plan Approval
- o NHDES Alteration of Terrain (AoT) Permit
- o NHDES Shoreland Protection Permit
- o NHDES Sewer Connection Permit
- o Lower Merrimack River Local Advisory Committee (LMRLAC)

Note: The City of Nashua Planning Department is currently working on Nashua re-Code which is a significant revision to the Nashua Land Use Code. This proposal assumes that the proposed project will be designed and permitted utilizing the current Nashua Land Use Code and not the updated re-Code Nashua Land Use Code.

Note: It is anticipated that the following site plan waivers from the City of Nashua Planning Board will need to be requested for this project:

- o ~~Survey of entire Lot 26 and abutting parcels~~
- o ~~Preparation of a landscape plan~~

e **Architectural design requirements**

Note: IMEG shall provide NH Fish & Game (NHFG) and Natural Heritage Bureau (NHB) consultation services as outlined in Env-Wq 1503.33 as required by the NHDES AOT & Wetlands Permit requirements. IMEG shall also complete a NH Division of Historical Resources (NHDHR) Request for Project Review (RPR) consultation as required by the NHDES Wetland Permit requirements. This proposal does not include any additional studies/consultations that may be required by either NHFG, NHB, or NHDHR, including endangered/threatened species impact studies, historical/cultural impact studies, archeological studies, et

As part of the NHDES Shoreland Protection Permit, IMEG shall prepare separate Shoreland Protection Impact Plans showing all proposed work within the protected shoreland.

Note: This proposal assumes that wetland and wetland buffer impacts will not be required. Proposed impacts to the buffer or wetland will require additional local approvals (City of Nashua Conservation Commission & Zoning Board of Adjustment) and/or NHDES Wetland Bureau Dredge and Fill Permit.

IMEG shall attend job meetings during the project and provide coordination with the Client, other project consultants and approval agencies. IMEG shall prepare for and attend one (1) Planning Board, meeting as part of this proposal.

GES (subconsultant to IMEG) shall assist in the preparation and coordination of the necessary plans and applications for the NHDES Alteration of Terrain Permit, included in this effort is NHFG/NHB coordination and the preparation of a Site Specific Soils Map/Report and Wetland Function and Values Assessment Report. An allowance of \$3,500 has been carried for this task.

4. MEPFP:

- a. Attend one (1) meeting to review the design development documents.
- b. Attend additional design team meetings via conference or web call. No more than (3) meetings are expected.
- c. Prepare design development documents consisting of progress drawings (approximately 50% construction document level).
- d. Prepare a draft specification for the trades included herein.
- e. Update of the basis of design equipment cut sheets indicating performance, dimensional, and weight data.
- f. Review construction cost estimates prepared by others.

5. Structural:

- a. Review of geotechnical report for design of foundation system.
- b. Structural analysis for the project. Analyses will be performed in accordance with the New Hampshire State Building Code (2021 International Building Code with State Amendments).
- c. Perform structural analysis to further develop framing and foundation plans.
- d. Prepare Design Development drawings:
 - i. General structural notes
 - ii. Typical Details

- iii. ~~Foundation Plans~~
- iv. ~~Framing Plans~~
- v. ~~Bracing Elevations~~
- vi. Prepare Design Development technical specifications.

6. Code:

- b. One (1) review of the architectural design development drawings in accordance with the Building Code of Record and the scoping provisions of the Accessibility Code of Record.
- c. Provide plan review comments to the design team to address any remaining code compliance concerns for the design team to consider as the project moves into the construction documents phase.

7. ~~Specifications: Drafts of full specifications during the Design Development phase.~~

Estimate by Others: The design team will produce enough information ~~during these two phases~~ for the OPM and CM to produce an opinion of probable cost for the preferred project. When the estimates are complete the City should have enough information to make decisions as to the pathway that will be taken.

Proposed Basic Services Fee:

One Hundred Eight Thousand Dollars.

The fee for the scope of work listed above is a lump sum of ~~Eight Hundred Sixty- (\$180,000.00) Eight Thousand Nine Hundred Seventy Dollars (\$868,970)~~. The fee includes all the consultants that have been named herein.

BASE PHASE	COST
Schematic Design	\$180,000

*The crossout indicate work not to be undertaken at this time.

Terms:

Any work that is beyond the scope of work shall be billed as additional services either on a time and material basis or we will make an additional proposal with a lump sum fee. In no case will we commence any additional services without your written approval. Reimbursable expenses beyond the scope of work shall be marked up by 10%. If there are additional services that are required by one or more of our consultants, we will invoice their costs plus a mark-up of 10%.

We will invoice you monthly and payment is due in thirty (30) days of the invoice date.

Assumptions and Exclusions:

- 1. Construction Documents, Bidding and Construction Administration are not included at this time.
- 2. Geotechnical analysis is not included.

3. Environmental site assessments, soil waste characterizations, and hazardous materials evaluations are not included.
4. Photovoltaic (PV) solar array design is not included in the basic services; however, provisions for a future solar array design can be included. If it is determined that a PV design services are preferred, an additional services proposal will be provided.
5. HDR exclusions:
 - a. The following items are not included as maintenance and service equipment items and should be addressed by others: fuel system components (i.e., storage tanks, monitoring systems, pumps, dispensers).
 - b. Fee Estimate is based on 30 to 50 maintenance and service equipment items. Additional funding will be requested to address additional items.
6. IMEG exclusions or future additional services:
 - a. Significant revisions after final design has commenced.
 - b. Design of off-site roadway/utility improvements, if needed.
 - c. Design of Site Structures (i.e. concrete slabs, loading area concrete flatwork, light pole bases, retaining walls, etc.).
 - d. Zoning permits/approvals.
 - e. Wetland/Wetland buffer permitting, including City of Nashua Conservation Commission & NHDES Wetland Bureau permitting
 - f. Fees in Excess of above stated allowances.
 - g. Performance of geotechnical services, including foundation, dam embankments, permeability testing, underdrainage and pavement typical section recommendations, preparation of Earthwork specifications.
 - h. Performance of environmental services, including evaluation, mitigation and/or remediation of HAZMAT and any existing environmental related issues.
 - i. US Army Corps of Engineers/EPA wetlands permitting, if needed
 - j. Industrial sewer discharge permits, if needed.
 - k. Noise, fiscal, historical/cultural, endangered/threatened species impact studies.
 - l. Permit/Submittal Fees/Inspection Fees..
 - m. Off-site sewerage or drainage studies, if needed
 - n. Traffic Study/Permitting.
 - o. Landscape design and plan preparation.
 - p. Irrigation Design for landscape areas.
 - q. Design/permitting of site signage.
 - r. Site lighting design/photometric lighting plan.
 - s. LEED Certification process.
 - t. Contract Documents/Sitework Specifications/Bid Assistance.
 - u. Construction Administration Services including survey layout, certified foundation plans, submittals/RFI's, erosion control inspection/reporting services, and post construction as-built survey
7. Fitzmeyer and Tocci qualifications and exclusion. Items B-O are not included in basic engineering services:
 - a. The project will be designed and constructed in one phase.
 - b. Design of upgrades to the base building utilities, systems and services unless listed above.

- c. Design of upgrades to systems serving areas outside of the scope area.
 - d. Design of irrigation systems.
 - e. Relocation of existing stormwater systems.
 - f. Surveys of existing equipment.
 - g. Physical testing services
 - i. Air and water systems pre-measurement or testing and balancing.
 - ii. Electrical metering or infra-red scanning.
 - iii. Water quality testing (domestic, process, or closed system).
 - h. Written studies and reports.
 - i. Itemized cost estimates.
 - j. Preparation of as-built or record drawings.
 - k. Full energy modeling services past Design Development. Intent of the energy modeling is to provide input on preliminary design options for consideration during schematic design and design development.
 - l. Full engineering design for voice, tel/data, video, audio/visual, and security systems. The cabling devices, head end equipment design, documentation, specification, programming, and testing will be provided by an independent consultant contracted by the owner or owner's representative.
 - m. Acoustical engineering or analysis.
 - n. Value engineering or floor plan changes after the completion of the 75% construction documents submission.
 - o. Preparation and presentation at variance hearings regarding zoning (Local Zoning Appeals Board or Planning Board), building code (Board of Building Regulations and Standards or applicable state agency), accessibility (Architectural Access Board or applicable state agency), and plumbing (Board of Plumbers and Gasfitters or applicable state agency).
8. Pare exclusions:
- a. No site visits are included for these phases.
 - b. Assumes foundation systems will be shallow foundations (no piles, etc.) and ground improvements (e.g. geopiers) are not required. Design of foundation systems utilizing deep foundation elements (e.g. piles, GCC's, etc.) is not included. If ground improvements (e.g. rammed aggregate piers) are utilized, the ground improvements shall provide a uniform soil bearing pressure below all foundation elements. Effort to prepare foundation loading diagrams or load cases for the design of ground improvements is not included in this proposal.
9. WSP exceptions:
- a. Formal presentations, meetings, Building Department filing meetings, and/or meetings for filing approval or variances with authorities have jurisdiction are excluded from this proposal and will be handled as Additional Service, on a time-card basis as required.
 - b. The development of compliance alternatives, variances, or requests for special approval at the local or state level excluded

June 19, 2025

Page 15

- from this proposal and will be handled as an Additional Service as required.
- c. Classification of chemicals/ hazardous materials is excluded from WSP's scope of work but can be provided as an additional service upon request.
 - d. Services associated with a third-party review of the documents are not included in the base scope. Should the City elect to hire a third-party reviewer for the design documents, services associated with reviewing and responding to any third-party comments will be handled as an Additional Service depending upon the scope of the review.
- 10. Energy modeling for utility company rebate programs, e.g. Advanced Building, etc., LEED Energy Modeling, and LEED Documentation are excluded.
 - 11. Estimating services: Changes in format after completion of estimates or updates of estimates after final completion of estimates noted are excluded.
 - 12. Reprographic services for bulk printing of bid sets or multiple review sets for Client use are excluded and will be invoiced as a reimbursable cost.
 - 13. Professional level fully rendered 3 dimensional images are not included.

Schedule:

Our team is prepared to continue work upon approval of our proposal. It is anticipated to be an 8 week timeframe.

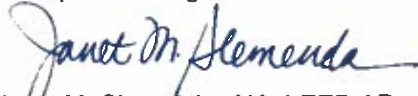
We look forward to working with the City on this project.

Very truly yours,

HKT Architects Inc.



Amy J. Dunlap, MCPPO, LEED AP BD+C
Principal-in-Charge

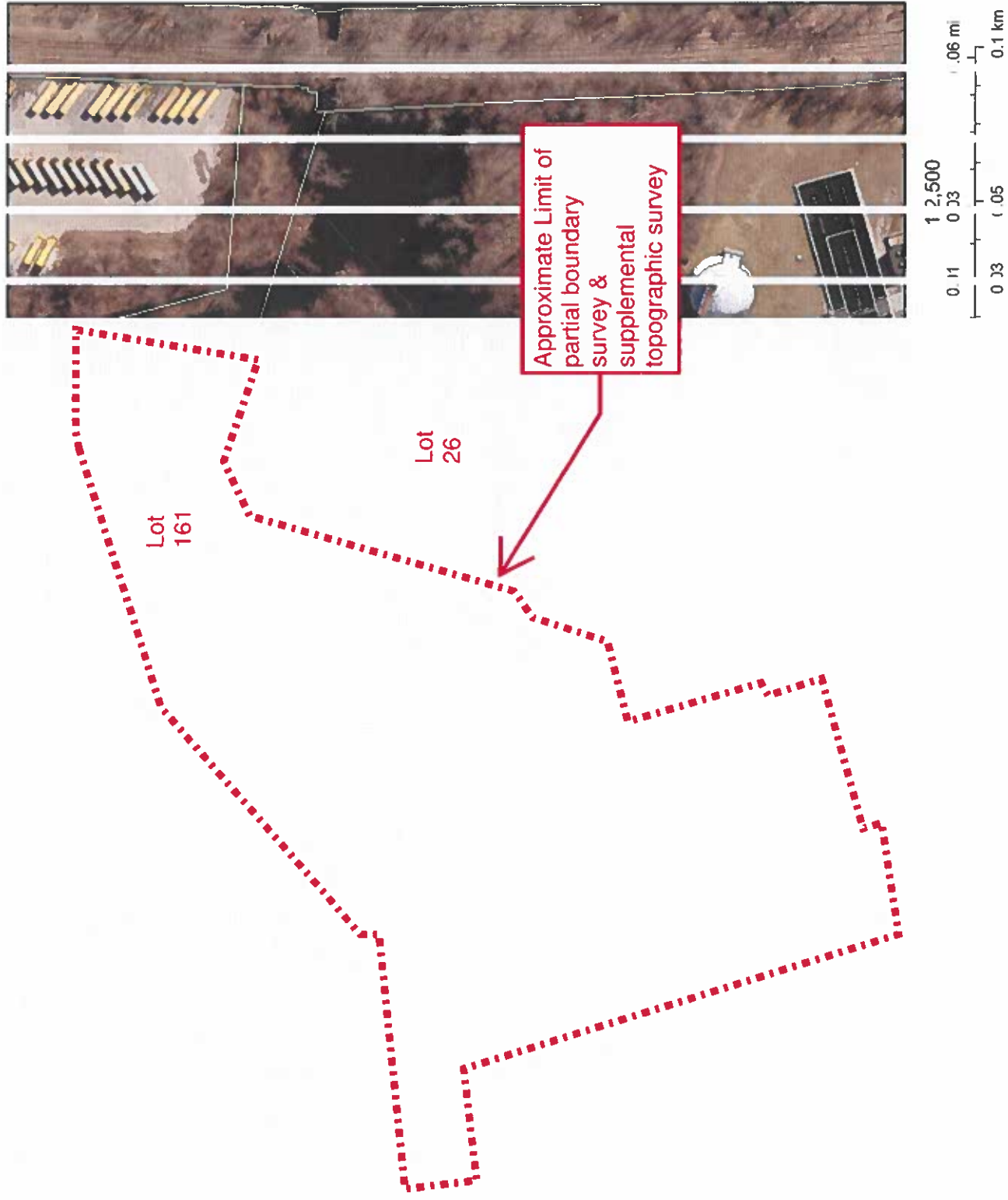


Janet M. Slemenda, AIA, LEED AP
Principal

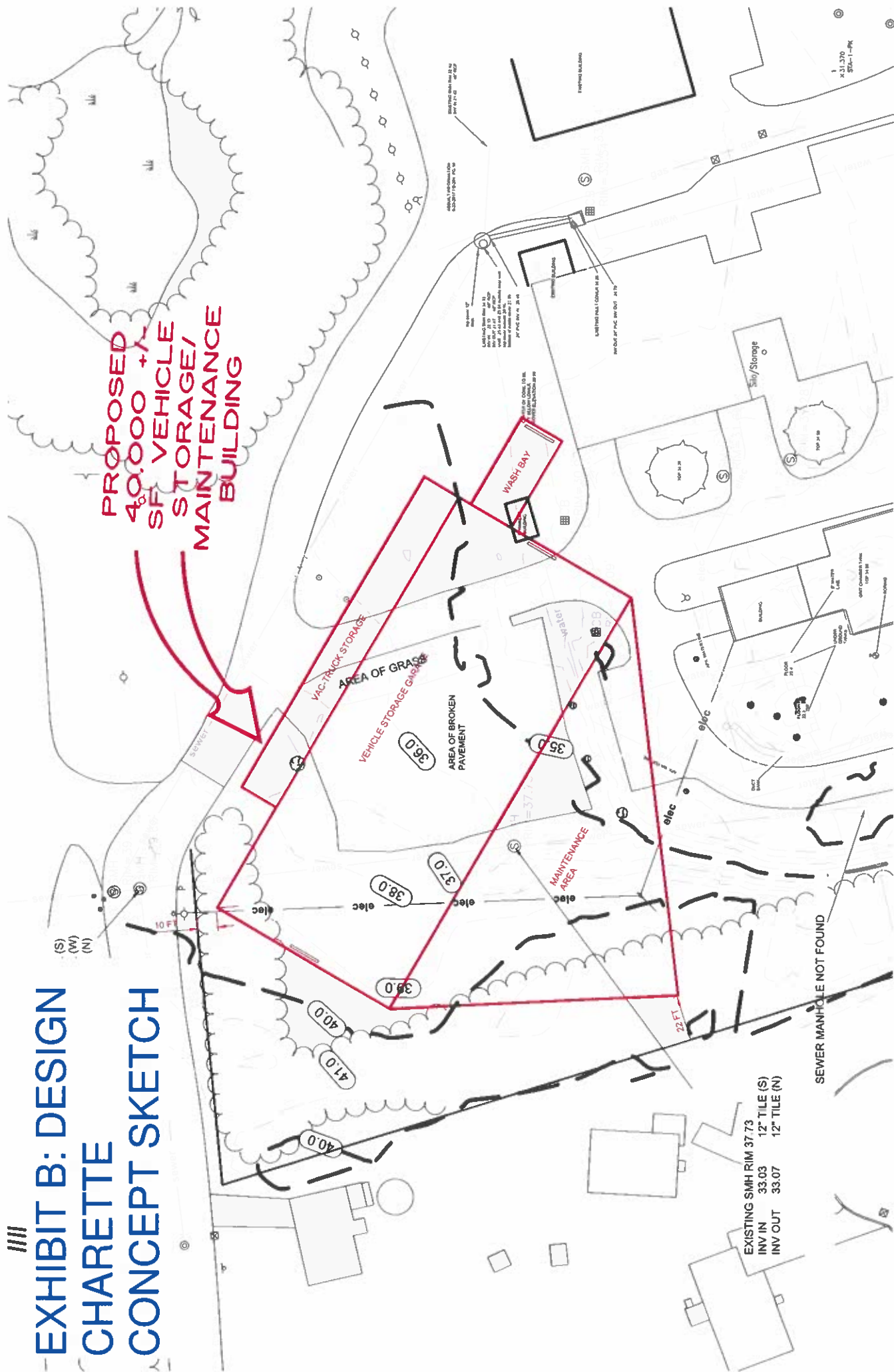
cc: Joe Sullivan, Leftfield Project Management

File: I:\HKT Projects\22442 Nashua Public Works Garage\Administrator\Contract + Budget\Original Proposal\22442 Nashua PW SD-DD Fee Proposal 25-02-25.docx

Exhibit 'A



PROPOSED
40,000 +
SF VEHICLE
STORAGE/
MAINTENANCE
BUILDING



BILL TO

City of Nashua
ATTN: Accounts Payable
P.O. Box 2019
229 Main Street
Nashua, NH 03061-2019

MONTHLY INVOICE**Project Description: Nashua DPW Garage**

Professional Services through June 20, 2025
City of Nashua Purchase Order # 192839

INVOICE NUMBER	INVOICE DATE	PAYMENT DUE DATE	OUR PROJECT NO.	BALANCE DUE
0002-022442	June 24, 2025	July 24, 2025	022442	\$569,198.13

	Fee Summary		Previously Invoiced		Current Invoice		Remaining
	%	Fee	%	Amount	%	Amount	Amount
01 Pre-Design	12.34%	\$169,000.00	100.00%	\$169,000.00	0.00%	\$0.00	\$0.00
02 Schematic Design	22.61%	\$309,551.00	19.06%	\$59,009.55	80.94%	\$250,541.45	\$0.00
03 Design Development	51.21%	\$701,201.00	0.00%	\$0.00	4.14%	\$29,032.50	\$672,168.50
04 Industrial Engineering	10.21%	\$139,841.00	0.00%	\$0.00	35.99%	\$50,328.64	\$89,512.36
05 Methane Reclaim System Energy Recovery	3.62%	\$49,624.00	0.00%	\$0.00	22.74%	\$11,285.99	\$38,338.01
Totals	100.00%	\$1,369,217.00	16.65%	\$228,009.55	41.57%	\$341,188.58	\$800,018.87

AMOUNT DUE THIS INVOICE \$341,188.58**PREVIOUS BALANCE \$228,009.55****ACCOUNT BALANCE \$569,198.13**

Please make payments to HKT Architects, Inc.



William R. Hammer AIA, LEED-AP
Janet M. Slemenda AIA, LEED-AP
Amy J. Dunlap LEED-AP BD+C

June 25, 2025

Lisa Fauteux
Director of Public Works
City of Nashua
848 West Hollis Street
Nashua, New Hampshire 03062

Re: RFQ – Public Works Garage Architectural & Engineering Services
RFQ0026-111224

Dear Ms. Fauteux:

Enclosed is the breakdown for the 0002-022442 invoice.

Invoice 0002-022442

Worked for period ending June 24, 2025

Pre-Design: Completed

Schematic Design: 80.94% (100% total) invoiced included work by HKT, HDR, IMEG, Fitzmeyer and Tocci, Pare Corp., WSP and Kalin.

The principal elements for this phase include the following:

1. **Architectural:** Prepared plans, massing and multiple elevation studies that illustrated the scale and relationship of the project components. Schematic plans, sections and elevations were studied and concept finalized. **Work completed.**
2. **Industrial Equipment and Public Works:** HDR Inventoried existing shop equipment, by functional area. Included description, quantity, manufacturer, model number, and utility requirements. Participated in equipment discussion meetings with Nashua PW to identify, by functional area, maintenance and service equipment needed to support maintenance activities. Maintenance equipment included storage equipment, shop equipment, wash equipment, vehicle exhaust systems, lifts, and cranes. Service equipment included compressed air system components and lubrication system components. HDR Identify quantities required, dimensions, and impact on other design team disciplines. Work included layout drawings, equipment list, datasheets and cutsheets. Developed initial one-line service equipment layout drawings. Participated in Design Team coordination meetings to respond to equipment related functional requirements for building systems and components including architectural, structural, mechanical, electrical, plumbing, and human engineering. **Work completed.**

3. **Civil/Site:** IMEG'S work effort included wetland/soil mapping, civil/site engineering and site plan preparation, and local and state site-related permits/approvals. IMEG reviewed the City of Nashua and the New Hampshire Department of Environmental Services (NHDES) site development regulations and codes to determine their impact on the project. Based on the conceptual building floor plans, IMEG prepared a Preliminary Site Plan of the intended development. The plan included the site demolition, utility relocation, grading, stormwater management, vehicle parking/storage areas and other elements typically included in a site plan. **Work completed.**

- a. Gove Environmental Services, Inc. (GES), subconsultant to IMEG, performed field delineation of the on-site wetlands in the vicinity of the project area. This shall include the flagging of approximately 5,500 linear feet of wetland area. Once the delineation is complete, the City Surveyor shall field locate the wetland flagging and add the flag locations to the project's base map.

4. **MEPFP:** F&T work scope included HVAC, plumbing, fire protection, and electrical scope. HVAC scope of work consisted of the design for completely new heating/cooling, ventilation, and exhaust systems for support of the proposed new facilities. Plumbing scope of work consisted of the design for completely new domestic cold and hot water piping and equipment, non-potable water piping and equipment, sanitary waste and vent piping and equipment, storm and natural gas piping and equipment for support of the proposed new facilities. Fire Protection scope of work consists of the design for a completely new NFPA-13 fire sprinkler system for support of the proposed new facilities. Fire Alarm work consisted of performance-based design to NFPA-72 standards including system objective, device layout and specification, wiring specification, and control sequences. **Work completed.**

- a. Expand the conceptual design memo to produce a schematic design narrative outlining potential options and recommended systems for each trade involved.
- b. Prepare diagrammatic drawings depicting the size, weight, and location of the main HVAC, plumbing, fire protection, and electrical equipment.
- c. Prepare schematic-level basis of design equipment cut sheets indicating performance, dimensional and weight data.
- d. Review construction cost estimates prepared by others.

5. **Structural:** Pare assumed that the structural system would consist of cast-in-place concrete foundation walls, spread footings, and slab-on-grade with no fully-below grade (i.e. basement) spaces, steel-framed superstructure with concrete-on-metal deck floors and metal roof deck, and a lateral load resisting system – steel-braced frames, moment frames, and/or masonry shear walls. **Work completed.**

- a. Pare will provide consultation related to proposed structural systems and layouts for the single story garage (fleet maintenance, vehicle storage and supporting spaces with partial mezzanines, wash bays, open steel-framed covered parking and foundation system for the salt shed) based upon preliminary design plans and concepts prepared by HKT.
 - b. Pare will perform preliminary design calculations to determine approximate framing depths and sizes.
 - c. Pare will prepare a written Structural Design Narrative outlining the proposed structural work. The narrative will be accompanied by 30% design-level framing and foundation layouts.
6. **Code:** The code consulting services will be based on the New Hampshire State Building Code which adopts and amends the 2021 International Building Code (IBC) and 2018 International Energy Conservation Code (IECC) as well as the New Hampshire State Fire Code Saf-C 6000 which adopts and amends the 2021 Editions of NFPA 1 Fire Code and NFPA 101 Life Safety Code (the "Building Code and Fire Code of Record"). The accessibility review will be based on the 2017 edition of ICC/ANSI A117.1, as adopted and amended by New Hampshire and the Americans with Disabilities Act 2010 Standards for Accessible Design (the "Accessibility Code of Record"). **Work completed.**
 - a. Provide plan review comments to the design team addressing any code compliance concerns.
 - b. Prepare a Building Code Report that will address the architectural and fire/life safety system requirements in accordance with the Building Code of Record. The report will also outline the accessibility requirements in accordance with the scoping provisions of the Accessibility Code of Record. Reports are internal documents for use by the design team as the project moves into the design development phase.
7. **Specifications:** Preparation of architectural technical specifications by Kalin Associates for construction of the project, in accordance with the drawings and direction of HKT Architects. TOC (Table of Contents) type outline specifications during the Schematic Design Phase. **Work completed.**

Design Development: 4.14% invoiced of DD. 35.99% invoiced under Industrial Engineering. 22.74% under Methane Reclaim System Energy Recovery completed.

1. **Architectural:** Continued development and expansion of schematic Design Documents to establish the final scope for the project. **All work (4.14%) invoiced by HKT.**
 - a. Plans, sections and elevations, begin technical details

- b. Final material selection.
- c. Assume Cost Estimate, by others.
- d. Coordinate with team members.

2. Industrial Equipment and Public Works: HDR will conduct an Equipment Review Meeting and a Service Equipment Review Meeting with Nashua PW staff to discuss the Preliminary Equipment List, Cutsheets and Preliminary Equipment and Service Equipment Layout Drawings to confirm that equipment requirements have been addressed. HDR will update equipment list to be consistent with equipment layouts, review comments, and facility design. HDR will update equipment cost estimate, cutsheets and datasheets, develop a discipline coordination matrix to provide coordination of HDR specified equipment requirements with architectural, structural, mechanical, electrical, and plumbing disciplines. **35.99% of work invoiced.**

- a. HDR will refine maintenance equipment layout drawings, based on comments from the review meeting with Nashua PW staff.
- b. Develop Discipline Coordination drawing(s) based on information developed with Nashua PW. These will be drawn on a separate level on the equipment layout drawing and will include convenience connections for locations of air, electrical, and water outlets; vehicle exhaust system outlets; drains; special grating; and overhead door controls.
- c. Develop initial service equipment layout drawings, which provide schematic piping routes to service equipment for compressed air piping system and bulk fluid piping system.
- d. Develop draft specifications for approximately 90-110 maintenance and service equipment items. Coordinate with architectural/engineering specifications. These draft specifications are to be reviewed by the various design team disciplines during the construction document phase to confirm coordination between equipment and utility requirements. The following items are not included as maintenance and service equipment items and should be addressed by others: fuel system components (i.e., storage tanks, monitoring systems, pumps, dispensers).
- e. Cross Discipline Review of the drawings and specifications to be performed by an HDR project manager not assigned to the project. Drawings and specification to be reviewed for coordination, quality, and accuracy.

3. Civil/Site/Permitting: No work invoiced. Using the Preliminary Site Plan prepared during Schematic Design, IMEG shall prepare detailed plans for public agency approvals in accordance with the City of Nashua Site Plan procedures. The Site plan package shall include the following:

- a. *A site demolition plan that shows the portions of the site that are to be demolished, abandoned or removed as part of the redevelopment of this portion of the property. The location of the proposed building is in the vicinity of several utility services.*
- b. *The site grading of proposed building pad, vehicle parking and storage areas, and access roads shall be performed to meet grading criteria.*
- c. *The design of proposed vehicle parking and storage areas, access roads, fencing and associated site improvements shall be performed in accordance with the Preliminary Site Plan. The design shall include vehicle parking and storage area layout, curbing, sidewalks, painted pavement marking, internal traffic signs, guardrail and appurtenant details. IMEG will work with HKT and HDR on the layout of the site to allow for safe vehicular and pedestrian movements and to conceptualize grading on the site to provide accessible pathways on the sloping site and general use areas.*
- d. *The design of on-site drainage and stormwater management system (catch basins, pipe system, storage and treatment areas, etc.) shall be performed in accordance with the City of Nashua and NHDES requirements. At this time, it is unclear what the exact stormwater management solution will be, however, any proposed solution will need to meet the redevelopment regulations outlined by both NHDES and the City of Nashua. Redeveloped sites, such as this, are required to make qualitative improvements to the current system to better comply with current industry standards for attenuating stormwater runoff. The overall result will be to improve the existing condition, provide qualitative treatment for a portion of the site and minimize peak rates of runoff leaving this site. The design effort will include the preparation of a Stormwater Management Report, including an analysis comparing pre-development and post-development flows. As part of this effort, IMEG shall witness 1 day of test pits in the vicinity of the proposed stormwater management area(s). The backhoe expense shall be borne by the City. This proposal assumes that the stormwater management area will be located within the project limits.*
- e. *The design of the on-site gravity sanitary sewer system, including the connection to the existing, on-site sanitary sewer line. IMEG shall prepare a letter report to the City Engineer indicating the average daily and peak sewage flow estimates for the project.*
- f. *The design of the water distribution system (pipe sizing and layout) shall be based on recommendations by HKT and the Fire Protection Consultant. The plans shall include a connection to the existing on-site water system. IMEG shall provide coordination with Pennichuck Water Works. The design of water system*

booster station (fire or domestic), storage tanks and/or meter pit, if necessary, shall be performed by others and is not included in this proposal.

- g. The communication and power requirements are to be provided by HKT, and the proposed underground conduit and manhole layout will be shown on the site plans. This proposal assumes that these services shall come from the existing distribution line (power). IMEG will provide coordination with the Client, MEP engineers and the utility companies for the necessary utility extensions. The design of the off-site gas main extension is not included in this proposal.*
- h. IMEG shall prepare a base plan for use by the Project's Electrical Engineer, who shall design the site lighting poles, luminaries, wiring, conduit, controls, and light pole bases. In addition, a photometric plan showing lighting levels shall be provided to IMEG for use in the Site Plan submission. Site lighting plans shall be prepared to accommodate access drive, parking HKT's requirements and City of Nashua regulations.*
- i. IMEG shall design and prepare plans showing temporary and permanent erosion control measures and details on the plans.*
- j. IMEG can obtain the services of a Landscape Architect (subconsultant to IMEG) for the preparation of landscape plans and details, including a planting list, for the project. The landscape design shall be in accordance with the City of Nashua and HKT's criteria. The design of specialty hardscape/plaza areas are not included in this proposal. The landscape architect fee, which includes work by IMEG and HKT, is included in the Supplemental Services section of this proposal.*
- k. IMEG shall prepare an aerial map and a rendered site plan for public meeting presentations.*

It is IMEG's opinion that the City must obtain the services of the following professional consultants in order to address specific issues that are required as part of the site plan approval process or as needed for construction. It is understood that these consultants shall work directly for the City.

- o Wildlife Biologist: To perform a wildlife study as required by the New Hampshire Fish & Game (NHFG) Department consultation requirements, which is a requirement of the NHDES Wetlands and AOT Permit.*
- o Environmental Consultant: To prepare a source control plan and offer input related to the landfill groundwater monitoring zone and potential design limitation for proposed stormwater management practices.*

IMEG shall prepare plans and applications for the following permits:

- *City of Nashua Conservation Commission recommendation to the Zoning Board of Adjustment for proposed wetland and buffer impacts*
- *City of Nashua Zoning Board of Adjustment – Special Exception for proposed wetland and wetland buffer impacts*
- *City of Nashua City Planning Board – Site Plan Approval*
- *City of Nashua City Planning Board – Conditional Use Permit (CUP) Approval*
- *NHDES Alteration of Terrain (AoT) Permit*
- *NHDES Wetlands Bureau- Dredge and Fill Permit (Minor Permit)*
- *NHDES Sewer Connection Permit*

As part of the City of Nashua Conservation Commission and Zoning Board Adjustment processes described above, IMEG shall prepare separate Wetland & Wetland Buffer Impact Plans showing the proposed wetland and buffer related impacts associated with the proposed project. Note: This proposal assumes that the proposed wetland impacts will total less than 10,000 square feet.

IMEG shall attend job meetings during the project and provide coordination with HKT, other project consultants and approval agencies. IMEG shall prepare for and attend one (1) Planning Board, three (3) Conservation Commission (including a site walk) and one (1) Zoning Board of Adjustment meetings as part of this proposal.

GES shall assist IMEG in the preparation and coordination of the necessary plans and applications for the NHDES Alteration of Terrain Permit, NHDES Wetlands Dredge and Fill Permit and the City of Nashua Conservation Commission Wetland/Buffer Impact approval. Included in this effort is the preparation of a wetland function and values assessment report.

4. **MEPFP:** F&T will attend one (1) meeting to review the design development documents. Attend additional design team meetings via conference.
22.74% of Methane Work completed.

- a. Visit the site, as required, to properly confirm the design development concepts. We expect to be on site for one (1) visit.
- b. Prepare design development documents consisting of progress drawings (approximately 50% construction document level).
- c. Prepare a draft specification for the trades included herein.
- d. Update of the basis of design equipment cut sheets indicating performance, dimensional, and weight data.
- e. Review construction cost estimates prepared by others.

5. Structural: No work invoiced.

- a. *Review of geotechnical report for design of foundation system.*
- b. *Structural analysis for the project. Analyses will be performed in accordance with the New Hampshire State Building Code (2021 International Building Code with State Amendments).*
- c. *Prepare technical specifications.*
- d. *+/- 60% DD includes DD-level general structural notes, typical details, foundation plans, framing plans, and bracing elevations.*

6. Code: No work invoiced.

- a. *One (1) review of the architectural design development drawings in accordance with the Building Code of Record and the scoping provisions of the Accessibility Code of Record.*
- b. *Provide plan review comments to the design team to address any remaining code compliance concerns for the design team to consider as the project moves into the construction documents phase.*

7. Specifications: Drafts of full specifications during the Design Development phase. No work invoiced.

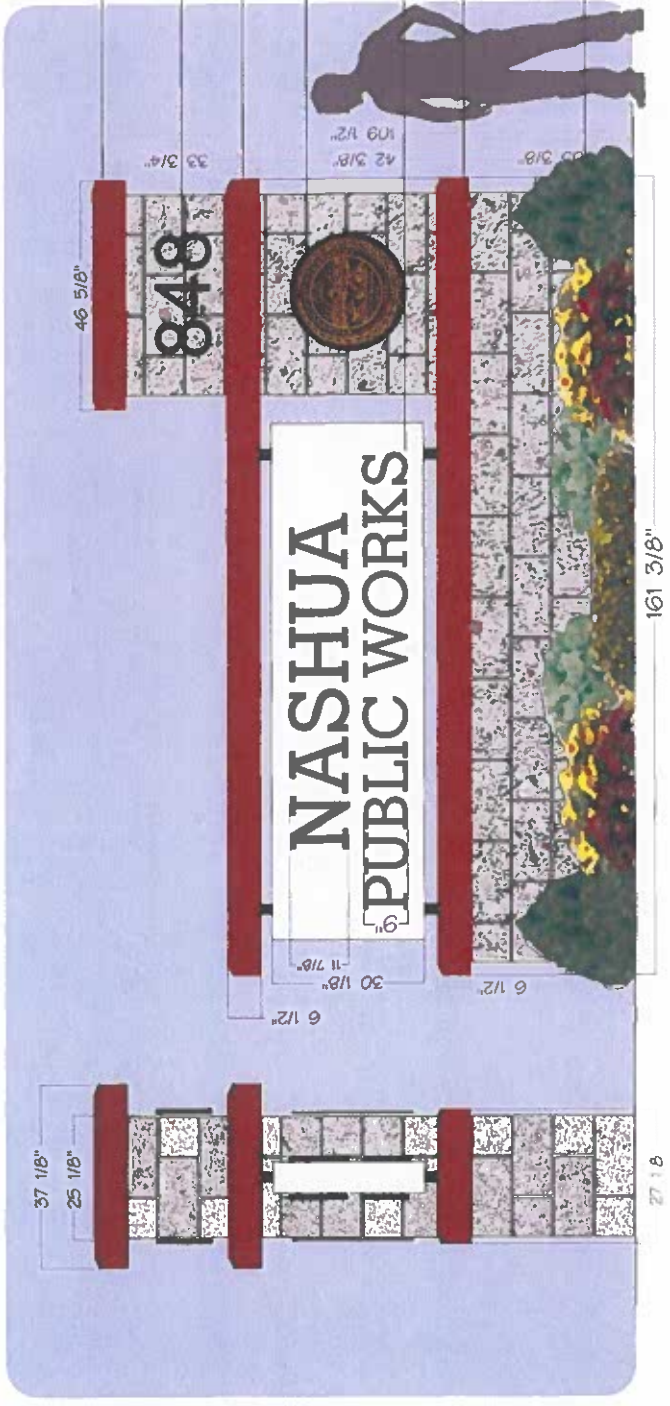
Estimate by Others: The design team will produce enough information during these two phases for the OPM and CM to produce an opinion of probable cost for the preferred project. When the estimates are complete the City should have enough information to make decisions as to the pathway that will be taken

Very truly yours,
HKT Architects Inc.



Janet M. Slemenda, AIA, LEED AP
Principal

End View



- Brake formed aluminum downlit mantle section, painted to PPG 46253SP Copper LRV 25.5.
- 1/2" thick acrylic dimensional letters, painted matte black, flush stud mounted to CMU
- Brake formed aluminum downlit mantle section, painted to PPG 46253SP Copper LRV 25.5.
- Custom 3/8" thick PT bronze seal
- fabricated white aluminum sign cabinet w/ 3/4" thick acrylic dimensional letters, painted to matte black.
- Brake formed aluminum mantle section, painted to PPG 46253SP Copper LRV 25.5.
- CMU Structure and finish by others
Landscaping done by others

Qty [1]

Design, furnish and install; (1) new, double sided monument sign.

Sign features; custom mantle units, external down light illumination or non-illuminated, custom painted in copper metallic, dimensional address ID numbers, custom steel and framework with dimensional letters reading, "Nashua Public Works" and custom precision tooled bronze plaques, "city seal".

*ELECTRICAL REQUIREMENTS: (1) 120v, 20 amp circuit, done by others.



Sign Area is 33.8 sq.ft

MANTLE DOWNLIGHT SPECIFICATIONS	
☐ MANTLES 040 Aluminum, White	
☐ COVER LENS 040 Acrylic with Deluxe Vinyl	
☐ LIGHTING 24-LED Lighting System	
SIGN CABINET & DIS SPECIFICATIONS	
☐ FRAME: 1" Aluminum Square Tube, 040 Aluminum Wrapped	
☐ BACKER: 040 Aluminum, White	
☐ LETTERS: 3/4" Thick Acrylic, Painted	
☐ NUMBERS: 1/2" Thick Acrylic, Painted	
☐ COLOR: Painted to Matte Black	
CITY SEAL SPECIFICATIONS	
☐ PLAQUE: Precision Tooled Bronze	
☐ COLOR: Painted to Dura-Gloss	

DATE: 5-21-25	JOB NAME: Nashua DPW - Monument Sign
REP: JG	JOB LOCATION: 848 West Hollis St., Nashua NH
CONTACT: Matt Leblanc - 603.557.2020	
AUTHORIZED SIGNATURE REQUIRED TO BEGIN PRODUCTION	

225 East Main Street, Suite 100, Manchester, NH 03103
603-672-5067 FAX 603-674-6188

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