



Proposal for Architectural and Engineering Services



Milford Police Station Addition

12 October 2020



Table of Contents

<u>Section</u>	<u>Page</u>
Cover	
Table of Contents	
Letter of Transmittal	3
Contact Information	4
Project Team	5
References	15
Relevant Projects	18
A/E Team Project Approach	Please refer to 'Project Proposal' Section
Project Proposal	35
Proposed Schedule	39



Town of Milford
c/o Town Administrator
1 Union Square
Milford, NH 03055

Proposal for Architectural and Engineering Services
Police Station Addition
Milford, New Hampshire

Thank you for inviting BMA to provide a proposal for your renovation and addition to the Milford police department.

BMA is a multi-disciplined firm with hands-on construction experience on over 400 projects, including new-build projects, additions, and renovations. Our firm has specialized in providing design services to the commercial industry for over 28 years. BMA's design experience is rooted in this firsthand knowledge of branding, design, operation, and evolution.

Twelve years ago, BMA made a full and complete commitment to exclusively utilize Building Information Modeling (BIM) with Revit 3D software on 100% of all projects. Our architects and designers are all fully trained and experienced in implementing this technology to speed design delivery and produce projects that avoid conflicts, mitigate change orders, and produce high quality results.

Our architectural design team is supplemented by highly qualified engineering consultants that have worked together with BMA on multiple successful projects for over 19 years ranging from small renovations to significant projects in excess of \$30 Million.

We trust that you will recognize the advantage of what BMA can bring to bear on your upcoming projects. BMA offers good prices, better service, and exemplary design solutions.

Respectfully,

BMA Architectural Group, PC

Rolf K. Biggers, AIA
President



Contact Information

If there are any questions, please contact:

Rolf K. Biggers, AIA, President
BMA, PC
12 Middle St
Amherst, NH 03031
(603) 673-1991
rolf@bmaworld.com

Richard P. Frazier, AIA
BMA, PC
12 Middle St
Amherst, NH 03031
(603) 261-5276
rich@bmaworld.com



Project Team

BMA proposes to use the following highly qualified staff and consultants for your project. Detailed information for each team member is contained on the following pages:

Architect:

BMA Staff

Architect of Record:

Project Manager/Project Architect:

Designer:

BMA, PC

Rolf K. Biggers, AIA

Richard P. Frazier, AIA

Winifred Hillman, A.AIA

Structural Engineer:

Refer to the following pages for more information.

TF Moran, Inc.

Mechanical, Plumbing, Electrical, and Fire Protection Engineer:

Refer to the following pages for more information.

Consulting Engineering Services, LLC

Background

A certified design professional with over thirty years' experience in all facets of architecture including site analysis, feasibility studies, master planning, programming, concept design, project development approvals, construction bid documents, design-build documents and construction administration. Proven experience in hotel architecture, interior design, restaurants, retail, renovation, and historic preservation projects. Extensive problem-solving design skills, utilizing a strong background in both art and engineering. Bilingual (fluent in German) and multi-cultural background with over twelve years residence and studies in Europe.

Education

Master of Architecture — 1980

University of Oklahoma — *Norman, Oklahoma*

Bachelor of Science in Environmental Design — 1979

University of Oklahoma — *Norman, Oklahoma*

Played varsity soccer

Graduated with Distinction

Designated University Scholar

*1979 University Extension Program, London, England
(with Oxford Polytechnic Institute)*

Graphic Design System Computer Studies – 1987

McDonnell Douglas Corporation — *St. Louis, Missouri*

Harvard University Graduate School of Design — 1989/1997/2001

Cambridge, Massachusetts

Organizational Affiliations

American Institute of Architects
Boston Society of Architects
National Council of Architectural Registration Boards
New Hampshire Lodging and Restaurant Association
New Hampshire Ski Club
Amherst (New Hampshire) Historic District Commission
Tau Sigma Delta Architectural Honor Society
Boy Scouts of America Eagle Scouts

Licensed for Architectural Practice

Alabama	(#7713)	Maryland	(#7682)	Texas	(#23774)
Arizona	(#55035)	Massachusetts	(#7080)	Utah	(#5712118-0301)
Arkansas	(#9439)	New Hampshire	(#1723)	Vermont	(#3-0001599)
Colorado	(#403558)	New Jersey	(#AI 10143)	Virginia	(#0401-006755)
Connecticut	(#6675)	New York	(#019188)		
Florida	(#AR 0016713)	North Carolina	(#11093)		
Georgia	(#008959)	Ohio	(#1115402)		
Illinois	(#001.022983)	Oklahoma	(#2646)		
Indiana	(#AR19400099)	Pennsylvania	(#RA404119)		
Kansas	(#6230)	Rhode Island	(#1854)		
Louisiana	(#8894)	South Carolina	(#8558)		
Maine	(#ARC2597)	Tennessee	(#00104530)		

Rolf K. Biggers, AIA

Principal Architect

Background

A licensed architect with over twenty years' experience in architectural schematics, design development, production of construction documents, and construction administration. Diverse design experience including hospitality, retail, restaurants, interior space design, and conventionally and timber-framed construction. Expert proficiency in REVIT and Building Information Modelling (BIM).

Education

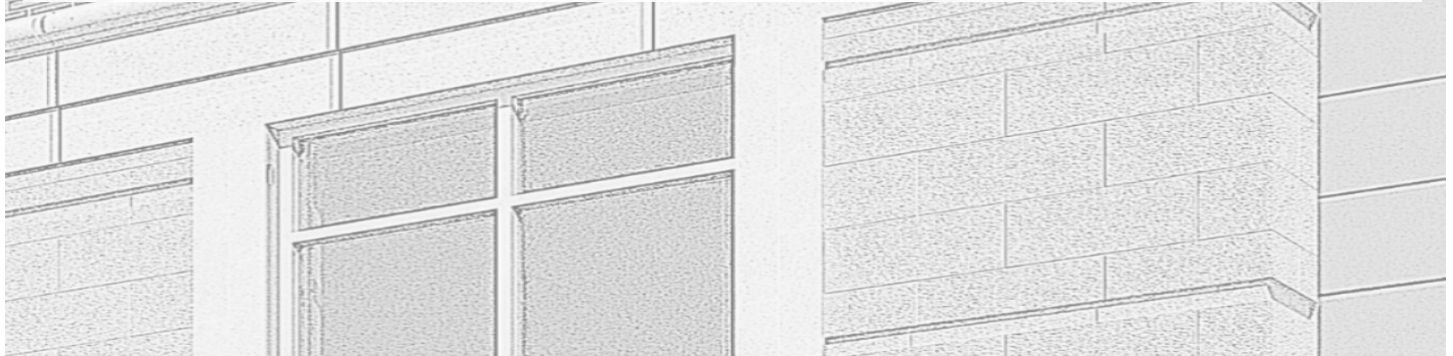
Bachelor of Science, Architectural Design & Technology — 1997
Keene State College — *Keene, New Hampshire, Magna cum Laude*

Organizational Affiliations

American Institute of Architects

Licensed for Architectural Practice

New Hampshire (#03461)



Select Project Experience

Wilton Police Station – Wilton, NH

Windham Police Station Renovation – Windham, NH

J.A. Tarbell Library Addition – Lyndeborough, NH

Monadnock Family Services Tenant Space – Peterborough, NH

Kimball Physics Expansion – Wilton, NH

Monadnock Gymnastics Tenant Space – Peterborough, NH

MAPS Counseling Services – Peterborough, NH

Crowne Plaza Conference Addition and Renovation – Woburn, MA

Sheraton Hotel Renovation – Bradley International Airport, Windsor Locks, CT

Residence Inn Renovation – Westford, MA

Glen House Hotel – Green's Grant, NH

Richard P. Frazier, AIA
Associate

Background

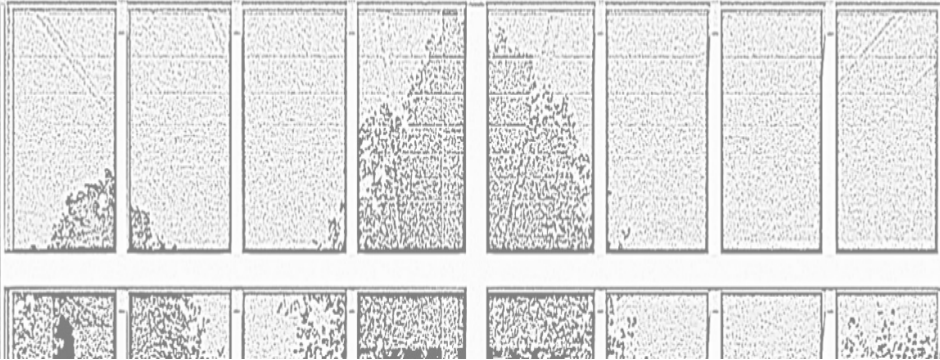
Winifred started as a Biology major in college but somewhere along the way, discovered HGTV and the DIY network and fell in love with the architectural and design profession. She graduated with a bachelor's degree in Interior Design from California State University, Sacramento in 2013. She worked for a couple firms in Sacramento, gaining experience primarily with educational design, as well as residential, hospitality, and commercial design, before she and her family moved to New Hampshire, joining the BMA team in the fall of 2019.

Education

Bachelor of Arts, Interior Architecture — December, 2013
California State University, Sacramento – Sacramento, CA

Organizational Affiliations

American Institute of Architecture, Associate AIA



Select Project Experience

- Mills Middle School Softball Complex** – Rancho Cordova, CA
- Cordova High School Softball Complex** – Rancho Cordova, CA
- UCD Screenhouse** – Davis, CA
- UCD Vertical Farm** – Davis, CA
- North Elementary School** – Tracy, CA
- Los Molinos Elementary School** – Los Molinos, CA
- Los Molinos High School** – Los Molinos, CA
- Vina Elementary School** – Vina, CA
- San Juan Water District Administration Building** – Granite Bay, CA

Winifred Hillman, A.AIA
Architectural Designer



Civil Engineers
Structural Engineers
Traffic Engineers
Land Surveyors
Landscape Architects
Scientists

PAUL E. SBACCHI, PE
Principal
Chief Structural Engineer

EXPERIENCE

Mr. Sbacchi serves as Chief Structural Engineer for TFMoran, Inc. and has 25 years of experience in structural design and analysis for a variety of state and private clients. His experience is with building projects of all types including commercial, industrial, educational and residential. Prior to joining TFMoran, Mr. Sbacchi was Vice President and Chief Structural Engineer for a local engineering firm.

Selected project experience includes:

- **Somersworth Police Headquarters, Somersworth, NH:** Principal-in-charge of the structural design of a new two-story, 13,500sf masonry and timber police headquarters facility.
- **Nottingham Police Station, Nottingham, NH:** Structural design for conversion of existing timber framed town building into police station.
- **Belknap County Community Corrections Facility, Laconia, NH:** Principal-in-charge of the structural design for a new single-story, 18,100sf, 72-bed Community Corrections/Re-entry Center built next to the existing jail.
- **Town of Hopkinton - Contocook Village Fire Station, Hopkinton, NH:** Principal-in-charge of structural design for an addition to the town's existing Village Station. The roof and columns were evaluated to verify that a second story could be added to the structure. The second story provided dormitory, kitchen, and office space, and a new bay was provided to accommodate a new ladder truck.
- **Church Street Fire Station #18, Goffstown, NH:** Principal-in-charge of structural design for the renovations and expansion of the existing 4,350sf fire station. Additions include a 2-door apparatus bay; a second-story training area/Emergency Operations Center with a kitchen/eating area; locker rooms and sleeping quarters.
- **Hampton Fire Department – Station 2, Hampton, NH:** Principal-in-charge of structural design for additions and renovations to the existing fire station. The project included an independent 1,800sf apparatus bay addition and a 7,000sf office and sleeping quarters addition constructed separately.
- **Warner Fire Station, Warner, NH:** Structural design and construction administration services for a new single-story, 11,000sf fire and rescue station. The facility has five apparatus bays, a locker room, training/meeting room, office and kitchen. The walls are constructed of insulated concrete forms (ICF).
- **Milton Fire-Rescue Station, Milton, NH:** Principal-in-charge of structural design for a new 9,000sf fire and rescue facility. The building features a six-door apparatus bay, and includes a kitchen, training room, dorms, and offices. The structure was designed using a combination of timber and steel framing construction for the superstructure capped with pre-engineered timber roof trusses. A 20,000 gallon cistern capped with pre-cast concrete planks is adjacent to the apparatus bay.
- **Townsend Fire-EMS Station, Townsend, MA:** Structural design services for a new 12,000sf single-story fire station with a small mezzanine. Located on Main Street bordering the Town Common, this facility has six apparatus bays, training, office and bunk spaces. The building is comprised of energy efficient insulated concrete formed walls supporting a steel framed roof.

EDUCATION

Portland State University, Portland Oregon, MS Structural Engineering, 1992
Walla Walla College, College Place, Washington, BS Civil Engineering, 1989

REGISTRATIONS, CERTIFICATIONS and AFFILIATIONS

Professional Engineer in NH, VT, NY and RI
SENH, Structural Engineers of New Hampshire – Former Director at Large
AIANH, American Institute of Architects of New Hampshire, Member
AISC, American Institute of Steel Construction, Member



Civil Engineers
Structural Engineers
Traffic Engineers
Land Surveyors
Landscape Architects
Scientists

THOMAS E. LAMB, PE
Senior Structural Engineer

EXPERIENCE

Mr. Lamb serves as a Senior Structural Engineer for TFMoran, Inc. and has over 12 years of experience in structural design, analysis, and construction administration of residential, public and commercial buildings throughout New England.

Selected project experience includes:

- **Milford Ambulance, Milford, NH:** Project engineer for a new single story 8,000sf ambulance facility which includes 4 apparatus bays, offices, a training area and sleeping quarters. The building is of wood construction and is located near downtown.
- **Church Street Fire Station #18, Goffstown, NH:** Project engineer for structural design for the renovations and expansion of the existing 4,350sf fire station built in 1959 on 18 Church Street. The new additions make the total facility 11,200sf. Additions include a 2-door apparatus bay to accommodate modern and future fire vehicles, the second-story addition houses a training area/Emergency Operations Center; a kitchen/eating area; locker rooms and sleeping quarters.
- **Fire Station #4, Manchester, NH:** Project engineer for structural design of a new 10,000sf substation on Hackett Hill Road. The building is to be constructed of Insulated Concrete Formed (ICF) bearing walls and a steel framed roof. The ICF wall system reduces heating and cooling costs.
- **Dunbar Free Library, Grantham, NH:** Project engineer for structural design of a new single story 1,500 addition and renovation to the existing library building. The wood framed addition will serve as a stack area and new entry.
- **Falmouth Public Library, Falmouth, MA:** Project engineer for the renovation and addition to a two-story timber and steel framed public library.
- **Presentation of Mary Academy-Gymnasium and Arts Center Hudson NH:** Project engineer responsible for the design of a new multi-purpose auditorium/gym addition with a gallery connector between the new and existing building. The project includes a 36,000sf gymnasium/performance area that can support up to 1,400 seats. The addition includes a 5-story portion to accommodate a new elevator, stair and study areas at the upper floors of the adjacent existing building. The addition is comprised of structural steel and masonry framing.
- **Portsmouth Abbey School, Portsmouth, RI:** Project engineer for the design and construction administration of a 5.4 million dollar, three-story, 28,000sf dormitory. The structure was comprised of a steel framed first floor and wood framed upper floors.
- **The World Academy, Nashua, NH:** Project engineer for a new 27,000sf school and gym/theater building addition. The addition included a 15,000sf two-story steel framed building and a single story 8,000sf pre-engineered gym/theater. The existing building was linked to the new classrooms and gym building with a single story 4,000sf steel framed connector which included a monumental stair and new entry.
- **Merrimack County Jail Solar, Boscawen, NH:** Project engineer for the structural design of structural steel support frames for multiple banks of solar panels ranging from 44 to 74feet in length.

EDUCATION

University of New Hampshire, BS Civil Engineering, 2004

REGISTRATIONS, CERTIFICATIONS and AFFILIATIONS

Professional Engineer in NH, MA, ME, CT, NJ, VA, and TX
Structural Engineers of New Hampshire, President



Civil Engineers
Structural Engineers
Traffic Engineers
Land Surveyors
Landscape Architects
Scientists

KYLE E. ROY, P.E., SECB
Senior Structural Engineer

EXPERIENCE

Mr. Roy serves as Senior Structural Engineer for TFMoran, Inc. and has 25 years of practical experience in structural engineering analysis and design of commercial, industrial, institutional, municipal, and residential building projects for a variety of public/private clients. His experience also includes the evaluation of existing structures for rehabilitation and adaptive re-use.

Selected project experience includes:

- **Somersworth Police Headquarters, Somersworth, NH:** Structural design of a new two-story, 13,500 s.f. masonry and timber police headquarters facility.
- **Holderness Town Hall, Holderness, NH:** Structural review, analysis, and design of repairs to the existing heavy timber roof trusses of the Town Hall building. This building was converted from a former Grange Hall dating back to 1892. Repairs included reinforcing existing truss elements with new timber and heavy plate steel connections.
- **Dublin Public Library Addition, Dublin, NH:** Structural review and redesign of a two-story addition due to existing failing structural elements. Timber roof and structural reinforcing steel framing system.
- **Pembroke Public Works Building, Pembroke, NH:** Structural design of a new one-story public works garage with support staff offices and mezzanine. Addition to existing garage facility.
- **Wastewater Treatment Facility Upgrade, Town of Epping, NH:** Structural design of a new two-story 2,000 s.f. masonry process building, a new one-story 800 s.f. masonry headworks building, 4 new 37'Lx14'Wx17'D concrete sewage process tanks, dip tanks, and aerated grit chamber. Designed aluminum grate support system.
- **NHDOT Public Works Garage, Concord, NH:** One-story pre-engineered public works facility.
- **Sewage Treatment Plant Upgrade, Village of Richmond, VT:** Structural design of new one-story 500 s.f. masonry headworks building and concrete sewage tanks. Design of new two-story, 1,900 s.f. concrete masonry process building and retrofit of existing sludge tanks to process containers. Design of a 350 s.f. one-story addition to the existing sludge service and dewatering building.
- **AASF, Maine Army National Guard, Bangor, ME:** Structural design of renovation and expansion of Army Aviation Support Facility, including approximately 70,000 s.f. of new hangar construction for Blackhawk helicopters and 60,000 s.f. of hangar and support facility renovations.
- **ARFF, Tweed New Haven Regional Airport, New Haven, CT:** Structural design and final construction drawings for the award-winning 5,000 s.f. one-story steel and masonry Airport Rescue and Fire Fighting Facility housing emergency vehicles, equipment, and personnel.
- **Government House Renovations, St. Croix, USVI:** Recommendations for reinforcing the existing timber roof structure for hurricane wind forces and new roof mounted solar panels.

EDUCATION

Georgia Institute of Technology, Atlanta, Georgia, Bachelor of Civil Engineering, 1995

REGISTRATIONS, CERTIFICATIONS and AFFILIATIONS

Professional Engineer in NH, ME, and MA

SENH, Structural Engineers of New Hampshire – Past Treasurer

AISC, American Institute of Steel Construction

NHSHFM, New Hampshire Society of Healthcare Facility Managers

NEHES, New England Healthcare Engineers' Society



Douglas Lajoie PE, LEED AP

Vice President // Principal in Charge



Contact

dlajoie@ceseng.com
860 632-1682

Experience

Consulting Engineering Services
1995-present
Prior: 9 years

Education

BS Electrical Engineering
University of New Haven
New Haven CT

Licenses

Professional Engineer
CT CA FL HI LA MD MA MI NH NY NC
RI SC TN VT VA

Memberships

ACE Mentoring Program

Building Commissioning
Association of America (BCXA)

Illuminating Engineering Society of
North America (IESNA)

US Green Building Council (USGBC)

Certifications

LEED Accredited Professional

MA Certified Public Purchasing
Official (MCPPO)

Doug is a Founding Principal, Vice President and the Chief Operating Officer of CES. Confident, logical, and decisive, he leads the charge for countless projects in our portfolio. Always focused on the big picture, he guides projects in the right direction, providing oversight and ensuring that the detail work of our staff aligns with our client's overall goals. With solar panels in use at his own home, Doug is a huge proponent of sustainability and is knowledgeable about best practices in alternative energy. All this aside, he would really rather be traveling the globe or 100 miles offshore fishing for pelagic species.

RELEVANT PROJECT EXPERIENCE

Belmont Police/DPW | Belmont MA

13,000 sf | Renovation/Addition

Cambridge Fire Department | Cambridge MA

30,400 sf | Historic Renovation | Sustainable Features

New Bedford Public Safety Building | New Bedford MA

15,000 sf | New Construction

New Britain Police Department | New Britain CT

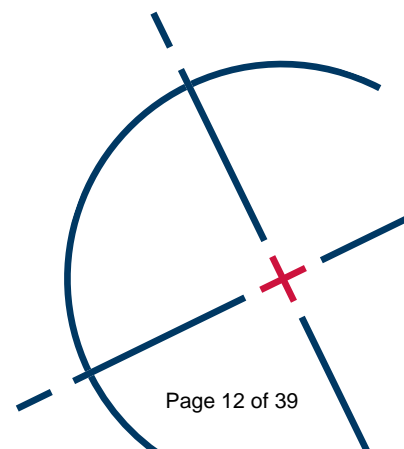
91,300 sf | New Construction

Onset Fire Station | Onset MA

12,000 sf | New Construction

Tewksbury RECC | Tewksbury MA

6,500 sf | New Construction





Nicholas Fair LEED AP

Principal // Project Manager, Senior Electrical Engineer



Contact

nfair@ceseng.com
617 261-7161

Experience

Consulting Engineering Services
2006-present
Prior: 1 year

Education

BS Electrical Engineering
Norwich University
Northfield VT

Memberships

United States Green Building Council
(USGBC)

Lighting Protection Institute

Architecture for Humanity
Boston Chapter

Custom Residential Architectural
Network (CRAN)

Certifications

LEED Accredited Professional
(Homes, BD+C, ID+C, O+M)

Nick was raised in the mountains of New York State by a teacher and engineer who taught him the value of solving complex and unique problems and puzzles. This background led Nick to the construction field where his focus is on the Home Energy Rating System (HERS) and getting his projects to perform at or better than industry standards. Nick really loves pushing the envelope on all his projects in terms of creative solutions and energy savings. In his free time, Nick will most definitely be found outdoors: hiking, camping, fishing or playing lacrosse.

RELEVANT PROJECT EXPERIENCE

Bottomline Technologies | Portsmouth NH

50,500 sf | Multiple projects

Foster's Daily Democrat Building | Dover NH

75,000 sf | Historic Renovation | 30 apartments, 5 commercial spaces, 2 restaurants

Madeline's Daughter Retail Expansion | Portsmouth NH

3,600 sf | Renovation

New Bedford Public Safety Building | New Bedford MA

15,000 sf | New Construction

Portsmouth Residence Inn | Portsmouth NH

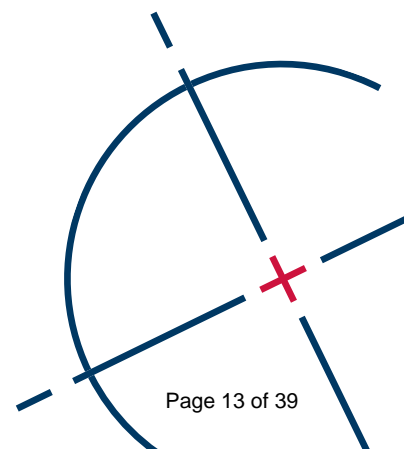
22,500 sf | Addition

Salem Fire Stations | Salem MA

Assessments

University of New Hampshire Student Housing | Durham NH

11,000 sf | New Construction



Brad Park

Mechanical, Plumbing/Fire Protection Engineer



Contact

bpark@ceseng.com
860 632-1682

Experience

Consulting Engineering Services
2018-present
Prior: 6 years

Education

BS Mechanical Engineering
Vermont Technical College
Randolph VT

With a degree in Architectural Engineering Technology, Brad has a broad understanding of the way buildings go together from architectural, structural and MEP engineering perspectives. This background allows him to understand the big picture and how the mechanical engineering aspect relates to the whole.

In a daily effort to better his work, Brad loves the challenge of a fast paced project that requires him to think on his feet and learn something new every day. Brad is an advocate of programs to help wildlife and conservation of land and natural resources.

RELEVANT PROJECT EXPERIENCE

Charlton Public Safety Building | Charlton MA
39,500 sf | Study & New Construction

Greenfield Fire Station | Greenfield MA
26,000 sf | Study & New Construction

Lexington Police and Fire Stations | Lexington MA
2,000 sf temp fire - 23,700 sf police - 11,750 sf fire | New Construction | LEED Equivalency

North Brookfield Fire Station | North Brookfield MA
18,000 sf | Study

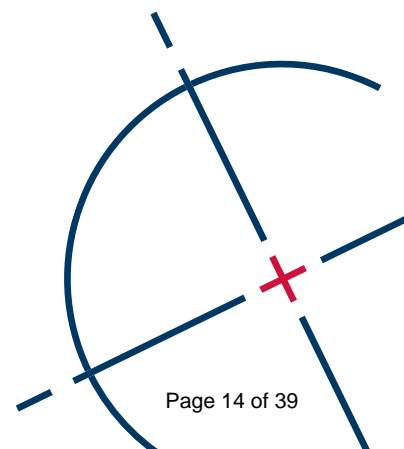
Shrewsbury Police & Municipal Campus | Shrewsbury MA
11,000 sf | Study

Sutton Police Department | Sutton MA
12,500 sf | New Construction

Tewksbury RECC | Tewksbury MA
6,500 sf | New Construction

West Natick Fire Station | Natick MA
25,000 sf | New Construction

Wilton Police Department | Wilton CT
19,700 sf | Study





References

A list of references is below. Similar projects and their information are on the following pages.

Mr. A. Cole Fach

Vice President of Development
Benderson Corporation / Buffalo Lodging
Buffalo, NY
603. 672. 4600

Mr. Fred B. Roedel

President and CEO
Roedel Companies, LLC
Wilton, NH
603. 654. 2040

Mr. Jamie LeBlanc and Mr. Roger Beaulieu

Managing Partners
Dover Properties, LLC
Yarmouth, ME
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Mr. Jeremy Buffam

Director, Project Management
New Castle Hotels & Resorts
Shelton, CT
203. 447.7031

Mr. Joe Larkin

Chief Financial Officer
Larkin Hospitality
Burlington, VT
802. 864. 7444

Mr. Charles D. Whitten

President
Juniper Advisory Services, LLC
Winchester, MA
603. 962. 1022 Ext 25

Ms. Amy L. LaBelle

Founder and Winemaker
LaBelle Winery
Amherst, NH
603. 672. 9898 Ext 7

Mr. Jeffrey Karam

Vice President
First Bristol Corporation
Fall River, MA
508. 679. 1180



Civil Engineers
Structural Engineers
Traffic Engineers
Land Surveyors
Landscape Architects
Scientists

Client References

Anthony Rodrigues

Director, Facilities & Engineering Projects
Hitchiner Manufacturing Co., Inc.
Milford, NH
603-732-1527
Anthony_Rodrigues@hitchiner.com

Lester Davis

Director of Facilities
Harbor Management Corp
990 Paradise Road
Swampscott, MA 01907
Cell: 781-953-8218
Direct Dial: 781-691-7323
ldavis@harbormgmt.com

Matt Traffic

Arlen Company
603-878-1600
matt@arlencompany.net

References



TED GALANTE

Owner

The Galante Architecture Studio
Cambridge MA
617.576.2500
TG@GalanteArchitecture.com

NEIL JOYCE

Principal

Construction Monitoring Services, Inc.
Marlborough MA
508.786.0600
neil@cms-ma.com



Police Station
Wilton, New Hampshire



J.A. Tarbell Library Addition
Lyndeborough, New Hampshire



Town Hall

Amherst, New Hampshire



Community Center

Hollis, New Hampshire

BMA ARCHITECTURAL GROUP

BMA PC | 12 Middle Street | Amherst, NH 03031 | 603.673.1991 | www.bmaworld.com

STRUCTURAL ENGINEERING MUNICIPAL EXPERIENCE



Contact:
 Paul Sbacchi, PE – Chief Structural Engineer
 Robert Duval, PE, LEED AP – Chief Engineer
 (603) 472-4488 www.tfmoran.com

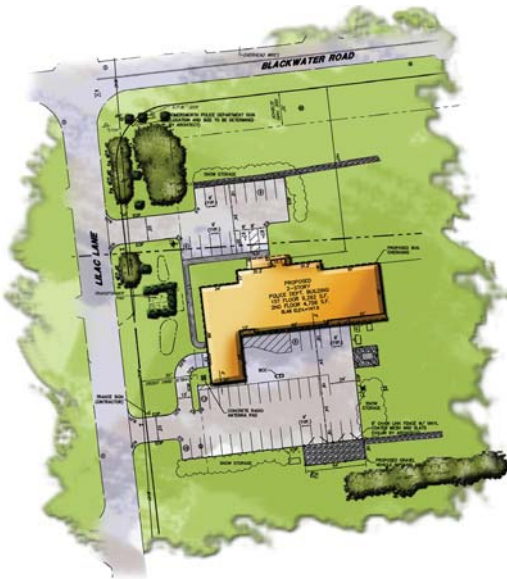
LEED Accredited Professional Staff Structural Design & Review

We offer *Revit® Structure* software.

- Fire Stations
- Police Stations
- Ambulance Facilities
- Safety Complexes
- DPWs
- Town Halls & Offices
- Schools & Libraries
- Community Centers
- Athletic Facilities
- Facility Assessments

Somersworth Police Department

Somersworth, New Hampshire



Rendering courtesy Goudreau & Associates Architects, PLLC

TFM & **TFM Design**
Landscape Architects

Civil Engineers
 Structural Engineers
 Traffic Engineers
 Land Surveyors
 Scientists

CONTACT:
 Robert Duval, PE, LEED AP – Chief Engineer
 Paul Sbacchi, PE – Chief Structural Engineer
 TFMoran Inc., 48 Constitution Drive, Bedford, NH
 (603) 472-4488 www.tfmoran.com

TFM was responsible for the civil and structural engineering of the new 10,000 sf Police Station. The new headquarters is sited on a city-owned parcel on Blackwater Road near the existing Public Works building.

The building presents a traditional brick facade along the front and sides, and includes a two-car sally port in the rear, three holding cells, a fitness center, and the latest technologies for electronic and physical security.

Milford Ambulance Service

Milford, New Hampshire



Rendering and photos courtesy Cowan Goudreau Architects

TFM Civil Engineers
 Structural Engineers
 Traffic Engineers
 Land Surveyors
 Scientists

& TFM Design
 Landscape Architects

CONTACT:
 Robert Duval, PE, LEED AP – Chief Engineer
 Paul Sbacchi, PE – Chief Structural Engineer
 TFMoran Inc., 48 Constitution Drive, Bedford, NH
 (603) 472-4488 www.tfmoran.com



TFM provided civil engineering, structural engineering, permitting, landscape architecture and survey services for this new single story 8,000sf ambulance facility. The facility includes 4 apparatus bays, offices, a training area and sleeping quarters. The building is of wood construction and is located near downtown Milford.

Goffstown Fire Department Church Street Fire Station #18 Goffstown, New Hampshire



Before Photo



Under construction courtesy photo taken December 2016



Rendering courtesy Berard-Martel Architecture



CONTACT:
Paul Sbacchi, PE – Chief Structural Engineer
Robert Duval, PE, LEED AP – Chief Engineer
TFMoran Inc., 48 Constitution Drive, Bedford, NH
(603) 472-4488 www.tfmoran.com

TFMoran provided structural design services for the renovations and expansion of this existing 4,350sf fire station built in 1959 on 18 Church Street in Goffstown. The new additions make the total facility 11,200 sf. Additions included a 2 door apparatus bay to accommodate modern and future fire vehicles, the second-story addition houses a training area/emergency operations center; a kitchen/eating area; locker rooms and sleeping quarters. Existing office and administrative areas were also part of the renovations.

Town of Hopkinton Contoocook Village Fire Station Hopkinton, New Hampshire



Existing station before construction



Courtesy Rendering



Courtesy photo



Under Construction photo taken October 2014



TFM Civil Engineers
Structural Engineers
Traffic Engineers
Land Surveyors
Scientists

& TFM Design
Landscape Architects

CONTACT:
Robert Duval, PE, LEED AP – Chief Engineer
Paul Sbacchi, PE – Chief Structural Engineer
TFMoran Inc., 48 Constitution Drive, Bedford, NH
(603) 472-4488 www.tfmoran.com

TFMoran provided survey, civil/site engineering, shoreland permitting, and structural design for an addition to the Town’s existing Village Station. The roof and columns were evaluated to verify that a second story could be added to the structure. The second story provided dormitory, kitchen, and office space, and a new bay was provided to accommodate a new ladder truck.

Public Safety Experience



Auburn Fire & Police
Auburn MA | Study

Belmont DPW & Police
Belmont MA | Study

Berlin Police
Berlin CT | Study

Bethel Police
Bethel CT | Commissioning

Blue Hills Fire
Bloomfield CT | New Construction

Bristol Fire Company #4
Bristol CT | Renovation

Bristol Fire Stations
Bristol CT | Facilities Studies
Engine Co. #5 Renovation

Cambridge Public Safety
Cambridge MA | Renovations

Charlton Public Safety
Charlton MA | New Construction

Clinton Police
Clinton CT | Change of Use &
Generator

East Side Fire
Milford CT | Addition

Fairfield Police HQ
Fairfield CT | Study and Chiller
Replacement

Glastonbury Police
Glastonbury CT | Facility Study,
Generator

Groton Police
Groton CT | Space Needs
Assessment

Haddam Fire
Haddam CT | HVAC System
Renovation

Hartford Fire Station #10
Hartford CT | Renovation

Hartford Fire Station #14
Hartford CT | Renovation

Hartford Fire Station #15
Hartford CT | Renovation

Hayden Fire
Windsor CT | Renovations

Lexington Police & Fire
Lexington MA | Study, New
Construction, Historic Renovation

Meriden Fire Station #4
Meriden CT | Renovation

Millbury State Police Barracks
Millbury MA | Renovation

Monson Police & Town Office
Monson MA | New Construction

Montville Police
Montville CT | Communications
Upgrades

Natick Police Firing Range
Natick MA | Study

New Braintree Shooting Range
New Braintree MA | Boiler
Replacement

New Britain Police
New Britain CT | New Construction

**New Haven EOC
Emergency Operations Center**
New Haven CT | New Construction

Northampton Police
Northampton MA | Firing Range
HVAC System Renovations,
New Construction

North Brookfield Fire
North Brookfield MA | Study

North Haven Fire
North Haven CT | Renovations to 4
Stations

North Thompsonville Fire
North Thompsonville CT | High
Security Emergency Lighting

Norwalk Fire
Norwalk CT | Commissioning

Old Saybrook Fire
Old Saybrook CT | Renovation

Pittsfield Police
Pittsfield MA | Study

Plainville Police
Plainville CT | New Construction &
Commissioning

Portsmouth Police
Portsmouth RI | New Construction

SCSU Police
New Haven CT | Holding Cell

Shrewsbury Police
Shrewsbury MA | Study

Smithfield Police
Smithfield RI | Space Needs
Assessment & Schematic Design
Study

South Windsor Police
South Windsor CT | Boiler
Replacement, HVAC Improvements

Public Safety Experience



Sudbury Police

Sudbury MA | New Construction & Commissioning

Suffield Police

Suffield CT | HVAC Study, Generator Replacement

Sutton Police & Highway

Sutton MA | Study & New Construction

Tewksbury RECC Regional Emergency Communications Center

Tewksbury MA | New Construction

Torrington EOC Emergency Operations Center

Torrington CT | New Construction

Townsend Fire Sub-station

Townsend MA | New Construction

UConn EOC Emergency Operations Center

Storrs CT | Renovation

UMASS Police Headquarters

Amherst MA | New Construction

Watertown Fire House

Watertown CT | Facility Study

Webster Police & Fire

Webster MA | Facilities Studies

Westfield Fire & Police

Westfield MA | Study, Renovation

West Hartford Police

West Hartford CT | New Emergency Response Center

Westminster Public Safety

Westminster MA | Study

West Natick Fire Dept.

Natick MA | New Construction

West Boylston Fire Department

West Boylston MA | Facility Assessment

Westover Air Force Base

Chicopee MA | Fire Station Addition

Westport Police

Westport MA | Study & New Construction

West Street Fire

Cromwell CT | New Construction

Wilbraham Police

Wilbraham MA | New Construction

Wilton Police

Wilton CT | Study

Yale University Police

New Haven CT | HVAC Replacement

Lexington Police & Fire Stations

LEXINGTON MA



Scope
New Construction &
Renovation

Size
13,000 sf temp. fire
35,000 sf police
26,000 sf fire

Cost
\$1.75 million temporary fire
\$20.7 million police
\$16.8 million fire

Completion Date
April 2020 Fire HQ
2021 Police HQ

The town of Lexington is currently overhauling their public safety facilities. The town purchased property that is serving as a temporary fire station while the existing station is demolished and rebuilt in the same location. After the fire station is complete, the temporary building will serve the police department until their existing historic station is renovated in its current location. The project involves extensive phasing plans to ensure 24/7 operations are maintained while construction is in process.

The new fire headquarters is slated to meet LEED Silver with the potential of reaching LEED Gold certification and will exceed the MA Stretch Energy Code by 30%. The building will not use any energy from fossil fuels. Radiant hot water heat is being installed throughout all apparatus bays, keeping the bays warm from the ground up. Specialty refrigerant to water heat exchangers and 10 pumps will provide heat to the building as opposed to traditional boilers. Mechanical systems include VRF with dedicated outdoor air system units for ventilation with optimized carbon dioxide dilution. Hot water for the building will be achieved through a solar thermal heating system. The building will have a 700kw generator.

Renovation of the original 1920's historic police station in the heart of the historic Lexington Battle Green will be the final stage of the project. The building will be updated to support modern policing efforts and methods, and to meet code, accessibility and gender diversity requirements.

Monson Police Department and Town Hall
MONSON MA



The Town of Monson built a new 26,000 sf police department and town hall to replace their facilities that were destroyed by tornado in 2011. The Town of Monson is a certified Green Community through the Department of Energy Resources. With this in mind, the new building incorporates numerous renewable energy and energy conservation measures.

The new facility includes community meeting space and a records storage vault that meet Massachusetts requirements for permanent record storage, an E911 dispatch center, an emergency operations center, and two police holding cells. CES designed all the mechanical/HVAC, plumbing, and electrical systems for this facility.

Size
26,000 sf

General Contractor
PDS Construction

Cost
\$10 million

Completion Date
2015

Northampton Police Department
NORTHAMPTON MA



With a strong desire to maintain a downtown location, the new Northampton Police Department was built on the original site. In order to complete the design concept and to incorporate much needed parking facilities for the department in the bustling downtown area, a two phase process was developed. Phase One was construction of the new facility, just west of the present location. Phase Two consisted of demolishing the existing police facility and completion of the parking garage structure.

The new 31,000 sf facility is a certified LEED Gold. CES provided the MEP building systems for this project, which are an integral part of the LEED design process. This facility includes daylight controlled lighting systems, a high efficiency boiler plant with air conditioning systems, and low consumption plumbing and water related equipment.

Size
31,500 sf

General Contractor
Barr and Barr

Cost
\$17.5 million

Completion Date
2013

Westport Police Department
WESTPORT MA



The police station in Westport, built in 1975, was cramped, unsafe and unsuitable for modern emergency operations. At the time it was built, the only electronics in the building were a radio and a clock. As time progressed, a 911 dispatch was retrofit into the building and numerous computers were installed. The police force doubled in size and makeshift desks were crammed in every available space. Safety issues were posed by the Main Road location for dispatchers. Shower facilities were not available on site for officers encountering containments in the line of duty. Equipment and paperwork filed in the basement were damaged by flooding and mold.

The new station was built beside the existing fire station on a 5 acre parcel. The site was an ideal opportunity for the two facilities to share parking and other resources.

Living in the deteriorating station for so long gave the Police Chief ample time to develop a list of prerequisites for his new station. First and foremost, he wanted a safe, secure, efficient and accessible building. To eliminate the need for (and cost of) an elevator, the 15,000 sf building is only one story. The lobby is large and secure for staff members. Restrooms are handicap accessible and locker facilities include showers. The copier even has a dedicated room, unlike its previous location in the middle of a hallway. Booking and evidence areas and cells are compliant with current life safety code. The facility has a secure sally port as well as dedicated visitor and staff parking. CES also completed commissioning on this project.

Scope
New Construction

Size
17,400 sf

General Contractor
TBD

Cost
\$8.6 million

Completion Date
June 2018

West Natick Fire Station

NATICK MA



The West Natick Fire Station was built in the 1950's and currently has several code, life safety and operational issues. The station is the busiest station in town and is currently unable to house the equipment and apparatus necessary to run the department. After conducting a feasibility study, the town has acquired land adjacent to the current fire station with plans to construct the new station there. They are hoping to add an ambulance and ladder truck to their current fleet and house them in the new 25,000 sf building. CES is providing MEP/FP engineering services for this project.

Scope
New Construction

Size
25,000 sf

Cost
\$11 million

Completion Date
2020 est.

Wilbraham Police Department
WILBRAHAM MA



Scope
New Construction

Size
15,800 sf

General Contractor
W.J. Mountford

Cost
\$8 million

Completion Date
2017

Initially, CES was selected to provide MEP/ FP engineering design services for a feasibility study to determine the best available options for relocating, expanding and updating the police station. Ultimately, it was decided that a new police station would be constructed for the town, and CES again provided MEP/ FP services for this stage of the project. The police station was originally constructed in 1904 and had various uses including a school, town hall and police station. In time, the building deteriorated significantly and the police department outgrew both the space and functionality of the building. The new station added 10,000 sf encompassing workspace, interview areas, decontamination facilities, security and prisoner areas. It also improved floor plan circulation and mechanical systems. CES also provided commissioning services for this project.



Town of Milford
c/o Town Administrator
1 Union Square
Milford, NH 03055

Re: **Proposal for Architectural and Engineering Services**
Police Station Addition
Milford, New Hampshire

Thank you for inviting BMA to provide a proposal for your renovation and addition to the Milford police department. Following is our design proposal. This is based on your revised RFP dated 29 September 2020, the pre-proposal conference on 10 September 2020, and BMA's experience with municipal and public projects.

Project Basis and Assumptions

BMA will provide professional design services for the renovation and addition based on the following criteria:

- The proposed renovation will be based on 'Plan B' as provided by the Town of Milford.
- The area of renovation includes approximately 505 square feet of new and renovated floor area and 945 square feet of new and renovated floor area.
- The existing building will be modified in the area of the addition as needed for the proposed work, including replacement of existing windows, infill of existing openings, and creation of new openings in the existing envelope.
- The spaces within the addition will include a dispatch area, break area, modification of existing restroom, and modification of the existing vestibule as shown on the floor plan sketch provided by the Town of Milford.
- Miscellaneous items/scope as noted in the 'Scope of Work' and 'Identify Dispatch Center Space Requirements' sections of the RFP, as they relate to 'Plan B' noted above, are included unless noted otherwise in this Proposal.
- BMA's architectural design work will include the building proper only (Not including site work, retaining walls, site lighting, landscaping, etc.).
- All architectural drawings will be newly created by BMA using 3D Building Information Modeling and Revit software.

Schematic Design:

BMA will provide schematic design services as follows:

1. BMA will review existing conditions affecting the project. Drawings (building and site) from the construction of the original building and as-built drawings (building) have been provided for our use. Geotechnical information is to be provided by the Town of Milford.
2. Discussions will be held with Milford staff at various stages to present design options for review and consideration. After incorporating your desired revisions and exploring alternative concepts, additional discussions are anticipated until a workable and satisfactory design solution is achieved. BMA can host virtual Go-To-Meeting discussions with the entire project team on an as-needed basis throughout the duration of the project.
3. BMA will be present at meetings that may be needed with the town (i.e. planning board, etc.). It is assumed that three (3) such meetings will be required.



4. BMA will produce the architectural design entirely in 3D using Revit and Building Information Modeling (BIM) technology. Therefore, a number of perspective views can be provided at no cost for your use in internal meetings, presentations, and publications.
5. We can also provide exterior full color renderings on our 3D computer model for your use in sales, marketing, and town approvals. This would include modeling of the architectural components, textures, materials, scene visualization (lighting, rendering), and photo editing.
6. One set of Town revisions is included.

The remainder of the design work will commence after the Town's approval is received and directive given for BMA to proceed.



LaBelle Winery, Amherst, NH

Basic Design Development and Construction Document Services

After the Town approves the schematic design drawings, BMA will further develop the design and provide services inclusive of the following:

1. Architectural design and stamped contract documents.
2. Structural Engineering design and stamped contract documents.
3. Mechanical HVAC Engineering design and stamped contract documents.
4. Mechanical Plumbing Engineering design and stamped contract documents.
5. Electrical Power and Lighting Engineering and stamped contract documents.
6. Electrical Fire Alarm Engineering and stamped contract documents.
7. Fire sprinkler system design will be accomplished by others. The Contractor will provide actual sizing and final design/build shop drawings after local water pressure and fire department design parameters have been established.
8. BMA will exchange drawings and information with any Town consultants, vendors, etc.
9. Periodic progress drawings will be submitted at the Town's request.



- 10. Minor revisions will be considered up to within two (2) weeks of issuing the Bid Documents. Design changes after that point will be completed as an Additional Service and may impact schedule.
- 11. Certifications and affidavits will be provided as applicable to the local Authorities.
- 12. All drawings and submittals will be provided in electronic format as is typical in the State of New Hampshire. Hard copies of drawings can be provided upon request and will be billed as a reimbursable expense.

Bidding Negotiation Services

BMA will assist with drafting and issuing a Request for Proposal to interested contractors and answer contractor RFIs during the bidding and negotiation process. BMA will also assist the Town in evaluating the proposals. Value-engineering options submitted per the criteria contained in the Project Manual will be reviewed and evaluated. The evaluation will include the design team’s cost (if any) to implement the proposed value-engineering.

Reimbursable Expenses

Reimbursable expenses that are part of the Basic Services include mileage costs for included meetings, mailing costs, and incidental costs for telephone and computer systems. Expenses for items not specifically included in this proposal will be billed at cost plus 10%.

Fees for Basic Services

The scope of work for Basic Services noted within this proposal will be completed for the following fees:

Existing Conditions Model	\$2,800
Schematic Design	\$9,800
Architectural Design Development & Construction Documents	\$15,000
Interior Design (Generic Finishes and Furniture Will Be Shown)	Included in Above
Custom Interior Design (Finishes and Furniture Specifications)	Not Included
Structural Engineering	\$4,850
Mechanical, Electrical, Plumbing Engineering and Fire Protection Criteria	\$6,300
Bidding Negotiation Services	Included in Above
<u>Construction Administration Services</u>	<u>Not Included</u>
Total Professional Design Fees	\$38,750

Additional Services

Work requested beyond the scope of services described above could be provided on an hourly basis.

Terms & Conditions

- a) Standard and typical accepted construction industry practices shall apply for change order process, budget contingencies, construction phase oversight, testing, and the like.
- b) The design agreement shall be based on AIA Document B-101, *Standard Form of Agreement Between Owner and Architect*.



Limitations

Our scope of work does not include the following:

- a) Site design, retaining walls, site lighting, and landscape design are not included.
- b) Construction Administration services during construction are not included.
- c) LEED services and energy models are not included.
- d) Issuing multiple drawing packages or fast-track construction is not included.
- e) Facility management attribute data models and as-built drawings are not included.
- f) Work related to data, telecommunications, card access and security systems, other than noted in the Request for Proposal is not included.

This is a proposal by BMA PC, d/b/a BMA Architectural Group (“BMA”) and not a binding agreement. This proposal is merely a letter of intent and not binding on either BMA or the Owner and neither will be bound to the other nor will architectural services be provided until and unless a mutually acceptable AIA contract is signed between the parties. If BMA does agree to provide some services before the execution of the AIA contract, the parties hereby agree that those services and the compensation for those service will be governed by the subsequently executed AIA contract between the parties.

Respectfully,
BMA Architectural Group, PC

Rolf K. Biggers, AIA
President



Proposed Project Schedule

Task	Approximate Milestone Date	Time from Previous Milestone
Project Awarded	21 October 2020**	N/A
Schematic Design to Town for Review	4 November 2020	2 Weeks
Estimated Project Cost to Town	11 November 2020	1 Week
Town SD Comments Due/Discussion	11 November 2020	N/A
Revised Drawings to Town for Record	18 November 2020	1 Week
BMA Consultants Released	18 November 2020	N/A
50% Consultant Drawings to BMA	4 December 2020	2.5 Weeks
Documents Issued For Bidding	29 December 2020	3.5 Weeks
Total Duration		10 Weeks

** Start date is approximate based on BMA's expected timeline for the project being awarded. If the start date is sooner or later than what is shown, other dates will change accordingly.



MILFORD
NEW HAMPSHIRE



Request for Proposal - Design Services for
Police Department Alterations
Milford, NH

COWAN GOUDREAU ARCHITECTS
Concord, NH



TABLE OF CONTENTS

Proposal for Police Facility Alterations for Milford, NH

PROPOSAL SUBMISSION

TAB 1 – LETTER OF INTEREST

TAB 2 – PROJECT TEAM
TEAM RESUMES

TAB 3 – PROJECT EXPERIENCE/QUALIFICATIONS

TAB 4 – REFERENCES

TAB 5 – PROJECT APPROACH / SCOPE OF WORK

TAB 6 – PROJECT SCHEDULE/TIMELINE

TAB 7 – FEE PROPOSAL LETTER

TAB 8 – CLARIFICATIONS TO FEE PROPOSAL

TAB 1 – LETTER OF INTEREST



October 14, 2020

Town of Milford, NH
Attn: John Shannon, Town Administrator
1 Union Square
Milford, NH 03055

Re: RFP for Police Department Alterations

Dear Mr. Shannon,

Cowan Goudreau Architects (CGA) is pleased to respond to your Request for Proposal for alterations to the Town's existing police department. We have been involved with the design of 11 police stations over the past 15 years, and hired by other firms to assist in construction administration of 2 others (built for the towns of Hampton and Londonderry NH). They comprise a mix of both stand-alone police stations, as well as life safety complexes (police and fire together), incorporating both new construction and renovation. Several of our designs were multiple attempts for the same client (2 stand-alone and one life safety complex for the Town of Tilton, and one stand-alone and one life safety complex for the Town of Salem). Of our public safety facilities that have been constructed, three of them (Somersworth Police Station, Tilton police station, and Hampton Fire Department Headquarters) have dispatch centers similar to the one that Milford is contemplating.

We have familiarized ourselves with the information the Town has provided, and understand your requirements to be the following:

- Provide a design for a new communications center (to be added onto your existing police station facility) that will serve the needs of the Town's public safety, answering services, dispatch services and staff, as well as house critical public safety support equipment. The design should comply with NFPA 1221 guidelines as may be required.
- Assist the Town in developing procurement specifications and evaluating the technical compatibility and cost effectiveness of bid proposals submitted by General Contractors.
- Attend meetings with Milford staff as necessary to perform, sufficiently plan, analyze, review and summarize decisions and findings.
- Work with the Town's communications consultant to ensure all space and technical requirements, as they relate to the public safety radio system, are incorporated into the design of the new communications center.
- Work closely with Town officials through all phases of the project.

Cowan Goudreau believes, strongly, that we have the expertise to help the Town arrive at a suitable solution that will address the needs of the police department in an efficient and cost-effective manner. We look forward to an interview with your committee to discuss your project needs in greater depth, and our ability to help you meet them.

Sincerely,

Gary L. Goudreau, AIA, LEED AP
Principal
gary@cgarchs.com

TAB 2 – PROJECT TEAM
TEAM RESUMES



PROJECT TEAM

Cowan Goudreau Architects PLLC – Architect of Record

Gary Goudreau, Principal-in-Charge, Project Manager
Duene Cowan Project Support

Summit Engineering

Robert Champagne, PE, LEED AP, Principal, Chief Engineer
Lily Beyer, PE, Project Engineer

Yeaton Associates, Inc. - MEP, Fire Protection, Tel / Data

Wayne Fillion, PE, LEED AP, Principal in Charge
James Vear, Project Manager, HVAC
Lenny Edmunds, Electrical Designer

Website Links for team members:

Cowan Goudreau Architects: www.cgarchs.com

Summit Engineering, Inc.: www.summitengineeringinc.com

Yeaton Associates, Inc.: www.yeatonassociates.com

COWAN GOUDREAU ARCHITECTS, PLLC - COMPANY BACKGROUND

Cowan Goudreau Architects, PLLC (CGA) was formed in 2012 by principals Duene Cowan and Gary Goudreau, both registered architects practicing in New Hampshire for the past 30 years. The firm of Cowan Goudreau Architects PLLC brings together the combined talents of its two experienced principals. Together we bring over 60 years of architectural experience to help solve your architectural challenges. Any project that CGA takes on always has the direct attention of one of the two principals, a distinct advantage for projects requiring particular design or detail attention.

Ownership Structure

Cowan Goudreau Architects PLLC is a professional Limited Liability Company. Duene Cowan and Gary Goudreau are principals and equal partners.

Company Trade Organizations / Associations / Affiliations

Gary Goudreau

- Member AIA (American Institute of Architects)
- LEED AP (LEED Accredited Professional)
- NCARB, National Council of Architectural Registration Boards
- Plan NH Member, March 2009 - 2010
- Greater Derry Chamber of Commerce, 2003 - 2009
- Derry Main Street Corporation, Board of Directors, 1/6/03 - 9/1/04
- Londonderry Rotary Club, Londonderry, NH, 1989-1993
- American Institute of Architects (current member), NH Chapter Board of Directors, 1985-1988
- Building and Grounds Committee – The Derryfield School, Manchester New Hampshire
- Board of Trustees, The Derryfield School, 2013-2015

Duene Cowan

- NCARB, National Council of Architectural Registration Boards
- NFPA, National Fire Protection Agency
- ICC, International Code Council
- 2002-Current Volunteer Member of the Concord Building Board of Appeals Committee
- 1996-2014 Volunteer Member of the Concord Architectural Design Review Committee
- 2006-2008 Volunteer Member of the Concord Main Street Design Committee
- 2009 Public Servant of The Year Award Pineconia Grange
- 2009 Awarded "Scout Master of the Year " DWC, Wannalancit District, BSA

Firm Mission / Philosophy:

The firm's mission and philosophy is to provide high quality architectural design and programming services to satisfy and surpass the needs, desires, and expectations of its clients, and to do so in a timely and professional manner. It is our belief that the architectural profession is primarily about Service, which involves unrelenting attention to detail in all aspects of project management from pre-design assessment of clients needs, to programming and quality design, and finally through to solution implementation.

Cowan Goudreau Architects limits the size and number of projects that it undertakes in order to devote the appropriate amount of time and attention required of each Owner's project needs. Additionally, both principals are involved in the day to day detail of each and every project in order to assure the quality control needed to maintain client satisfaction. Our clients must be thoroughly pleased with the quality of service and design we provide if we are to consider ourselves successful.

GARY L. GOUDREAU, ARCHITECT - AIA, LEED AP

Education:

- Bachelor of Architecture, University of Maryland, College Park, MD.

Professional Registration:

- State of New Hampshire, License No. 1337.
- State of Massachusetts, License No. 30132.
- NCARB Certificate No. 30499.
- LEED Accredited Professional

Awards/Honors:

- Plan NH Merit Award for Design Excellence for the Verizon Wireless Arena, 2002
- NH AIA Award for Design Excellence, Rhodes Hall, Keene State College, 2000.
- Second Place, Christa McAuliffe Planetarium Design Competition, Concord, NH, 1987
- Honorable Mention for the Laconia Fire Station Design Competition, Laconia, NH, 1983
- Honorable Mention for Thesis Design of a Ski Lodge in Waterville Valley, NH, 1980

Professional/Civic:

- Belknap County Community Corrections Planning committee, March 2012 - 2014
- Board of Trustees for the Derryfield School, Manchester, NH 2013-2015
- Buildings & Grounds Committee, the Derryfield School, Manchester, NH 2012 – Present
- Plan NH Member, March 2009 - 2010
- Greater Derry Chamber of Commerce, 2003 - 2009
- Derry Main Street Corporation, Board of Directors, 2003 - 2004
- Londonderry Rotary Club, Londonderry, NH, 1989-1993
- American Institute of Architects (current member), NH Chapter Board of Directors, 1985-1988

Continuing Education:

Harvard Graduate School of Design:

- Financial Management for the Design Firm

NCARB Professional development Program:

- Heating & Cooling Design for Buildings
- Architectural Acoustics I
- Architectural Acoustics IV; Noise Control, Sound Isolation Principles & Airborne Measures
- Subsurface Conditions
- Building Envelope
- Energy Conscious Architecture
- Daylighting Performance & Design
- Wind Forces
- Healthcare Facilities
- Sustainable Design I & II
- Low-Slope Roofing I
- Security Planning & Design

AIA Continuing Education Program:

- Introduction to Insulated Concrete Forms
- Upward Acting Sectional Door Systems
- Structural Material & Methods for Home Building
- Designing Safe Schools
- Green Building Guidelines for Home Construction



Project Experience:

Municipal:

- New Police Station, Tilton, NH
- Police Station Addition/Renovation, Center Harbor, NH
- New Police Station Headquarters, Somersworth, NH
- New Milford Police Station Headquarters, Milford, NH
- Milford Police Station Dispatch Addition Study, Milford, NH
- Police Station Addition Study/Schematic Design, Newfields, NH
- Police Station Study/Schematic Design, Tuftonboro, NH
- Public Safety Complex Study/Schematic Design, Tuftonboro, NH
- New Police Station Study/Schematic Design, Salem, NH
- New Public Safety Complex Study/Schematic Design, Salem, NH
- New Public Safety Complex Study/Schematic Design, Tilton, NH
- New Public Safety Complex Study/Schematic Design, Rindge, NH
- New Fire & Rescue Headquarters, Tuftonboro, NH
- New Town Office Addition, Center Harbor, NH
- Hampton Fire & Rescue Headquarters Addition/Renovation, Hampton, NH
- New Hampton Fire & Rescue Substation, Hampton Beach, NH
- New Milford Ambulance Facility, Milford, NH
- New Milton Fire & Rescue Headquarters, Milton, NH
- Town Office Renovation Study/Schematic Design, Newfields, NH

Justice Facilities:

- New Hampshire State Prison, Secure Psychiatric Housing Wing Addition, Concord, NH
- New Merrimack County Superior Court Facility, Concord, NH

Educational:

- The Derryfield School Campus Masterplan Study, Manchester, NH
- The Derryfield School – New Athletic & Wellness Center, Manchester, NH
- The Derryfield School – Science & Innovation Center Renovation, Manchester, NH
- Woodman Park Elementary – Renovations & Additions, Dover, NH
- Garrison Elementary School – Renovations & Additions, Dover, NH
- Dover Middle School - Additions, Dover, NH
- Chester Academy Elementary - Addition, Chester, NH
- Dover High School – Freshman Academy Exterior Renovation & HS Re-roofing, Dover, NH

College/University:

- UNH – Feasibility Study & Schematic Design, Tel-Com Facility, Durham, NH
- UNH – Nesmith Hall Elevator Addition/Renovation (up to CD Phase), Durham, NH
- UNH – Nesmith Hall Toilet Room Renovations, Durham, NH
- UNH – Huddleston Hall Monumental Stair Entry, Durham, NH
- UNH – Memorial Union Building Exterior Renovations, Durham, NH
- UNH – Grounds Facility Garage Addition, Durham, NH
- UNH - Pettee Brook Lane Tenant Fitup, Analytics Dept., Durham, NH
- UNH – Goss Facility Renovation/Tenant Fitup, Durham, NH
- UNH – Field House Entry Storefront Renovation, Durham, NH
- Keene State College – New Boiler Plant Facility, Keene, NH
- Keene State College – Campus Safety Building Renovation, Keene, NH
- Keene State College - Redfern Arts Building Renovations, Keene, NH

F. DUENE COWAN, ARCHITECT - NCARB

Education:

Harvard University, Graduate School of Design,
Office of Special Studies, CADD in Place 1988
Syracuse University, Graduate School of Design, Syracuse, NY
Master of Architecture, 1983
Roger Williams College, Bristol, Rhode Island
B.S. Architectural Engineering, 1979
NHTI, Concord, NH, A.S. Architectural Eng. Technology, 1977



Awards and Honors:

2019 NH Preservation Alliance, Preservation achievement award for Durham Town Hall
2015 AIA New Hampshire excellence in architecture design award, Governor's Excellence in Energy Efficiency Award for the Beverly D. Grappone Hall.
US Green Building Council, LEED silver certification for the Beverly D. Grappone Hall
NH AIA HONOR AWARD for Excellence in Architecture, Concord Clock Tower, 2000
NH Governors Citation for Excellence in Design, Concord Clock Tower, 2000
NH AIA Excellence in Architecture Citation Award for Custom Residence, 2000
Associated Builders & Contractors, Excellence in Construction Merit award
NH Blue Ribbon Award for excellence in design, City of Nashua, 1986 (PMR Architects)

Professional Registration:

State of New Hampshire: License No. 1582
NCARB Registered: National Council of Architectural Registration Boards

Professional Experience:

2012-Present Founding Partner, Cowan Goudreau Architects, PLLC, Concord, NH
1990 – 2012 Principal, DC Designs Architects PLLC, Concord, NH
1987 - 1990 Associate Project Architect, McGowan Brook Reno Architects, Concord, NH
1984 - 1987 Project Architect, CADD Manager (Autocad), PMR Architects, Nashua, NH
1982 Job Captain, V.I.P. Structures, Syracuse, NY
1979 - 1981 Design Asst./ Draftsman, Dudley Walsh & Moyer Architects Concord, NH

Professional Affiliations:

NCARB National Council of Architectural Registration Boards
NFPA National Fire Protection Agency
ICC International Code Council

Professional & Civic Contributions:

2002-Present Volunteer Member of the Concord Building Board of appeals Committee
1996-2014 Volunteer Member of the Concord Architectural Design Review Committee
2011-2012 Chartering Sponsor of Boy Scout Troop 90 of East Concord, NH
2011 New Hampshire Chapter, U.S. Green Building Council, quest speaker
2009 Invited member of AIA panel discussion on "Campus Planning & Design"
2009 Public Servant of the Year Award. Pineconia Grange
2009 Award "Scout Master of the Year" DWC, Wannalancit Dist., BSA.
2004 M.V.H.S. Gateway Building & Press Box Building: Donated Arch. services
2000 **Concord Clock Tower**, Donated Architectural design services, clock tower.

Firm Biography

Year of Incorporation:	1973
Headquarters:	66 Jackson Street Littleton, NH 03561
Additional Locations:	40 South River Rd., #35 Bedford, NH 03110
President:	Wayne G. Fillion, P.E.
Consulting & Design Services Offered:	Mechanical Engineering Electrical Engineering Plumbing Engineering Sustainable Engineering

Yeaton Associates, Inc. is a well-respected MEP consulting engineering firm with a commitment to quality and an assurance that the company will deliver well-engineered, efficient and sustainable design services. Founded in 1973, Yeaton Associates, Inc. has evolved its focus to provide Mechanical, Electrical, Plumbing and Sustainable Engineering Design Services as part of its integrated, multi-disciplinary approach to engineering.

For over 40 years, Yeaton Associates, Inc. has provided and continues to provide expert, comprehensive engineering consulting and design services for healthcare, academic, commercial and public facilities. A focus on innovation and emerging technologies has allowed the company to stay at the forefront of high-performance design, while a commitment to quality and service has made Yeaton Associates, Inc. a trusted partner for those in need of engineering design services. The company's extensive client base and diverse project resume has garnered recognition throughout New England, and its commitment to quality has allowed Yeaton Associates, Inc. to earn a reputation for excellence and excel as a well-respected design leader within the industry.

MECHANICAL ENGINEERING

Mechanical Engineering design is a cornerstone of our integrated, multi-disciplinary approach to engineering. We strive to find the most practical, efficient and sustainable design approaches in all aspects of mechanical system design including heating, ventilating, air conditioning, plumbing and fire protection design. Our expertise in a wide variety of building types allows us to provide sector-specific mechanical design solutions. From hospitals or laboratories requiring precise temperature, humidity and air quality control, to educational and commercial facilities requiring retrofits to incorporate energy efficient design, Yeaton Associates, Inc. offers the mechanical design solutions that will allow your facility to operate at its maximum potential efficiency level. Our mechanical design services include:

- Heating, Ventilating and Air Conditioning (HVAC) System Design
- Central Chiller and Heating Plant System Design
- Geothermal System Design
- Industrial Ventilation
- Exhaust & Supply Systems for Hospitals, Laboratories and Industrial Facilities
- Process Piping
- Under Floor Air Distribution Systems
- Radiant Heating and Cooling
- Thermal Storage
- Cogeneration
- Building Automation Systems and Temperature Controls
- Facility Assessments, HVAC System Evaluation & Master Planning
- Feasibility Studies, Investigations & Energy Audits
- Energy Modeling and Life-Cycle Cost/Benefit Analysis
- Energy Recovery
- Sustainable Design Integration and LEED® Certified Designs
- Plumbing & Medical Gas
- Smoke Control Systems
- Fire Protection Performance Documents
- Building Information Modeling (BIM)

ELECTRICAL ENGINEERING

Electrical Engineering design is a vital component of our integrated, multi-disciplinary engineering approach. Yeaton Associates, Inc. understands that quality, reliability and efficiency are at the heart of superior electrical design. We incorporate these elements into all aspects of our electrical system designs, including high-, medium- and low-voltage applications as well as lighting, communications, life safety, emergency power and mission-critical system design. Our electrical design services include:

- Power Distribution Systems
- Emergency/Standby Power Systems
- Uninterruptable Power Supply (UPS)
- Energy Efficient and Ergonomic Interior and Exterior Lighting Design
- Lighting Controls
- Grounding/Lightning Protection
- Life Safety Systems , Fire Alarm Systems, Nurse Call Stations
- Mission-Critical Infrastructure and Distribution
- Telephone & Data Systems
- Cogeneration and Distributed Generation
- Facility Assessments, Electrical System Evaluation & Master Planning
- Feasibility Studies, Investigations & Energy Audits
- Load Analysis & Utility Rate Analysis
- Energy Modeling and Life-Cycle Cost/Benefit Analysis
- Sustainable Design Integration and LEED® Certified Designs
- Photovoltaic Design

PLUMBING ENGINEERING

Plumbing Engineering design is a key factor in our integrated, multidisciplinary engineering approach. Yeaton Associates, Inc. has extensive experience in the planning and design of plumbing systems, encompassing all aspects from medical gas and plumbing systems for hospitals to rainwater harvesting. Our plumbing design services include:

- Plumbing System Design including Water, Waste and Vent Systems
- High Purity Water Systems
- Laboratory Piping Systems
- Medical Piping Systems
- Medical Gas System studies and verification for conformance with NFPA 99 (oxygen, nitrogen, nitrous oxide)
- Compressed Air and Vacuum Systems
- Separation of Process and Non-Process Waste and Water Systems
- Water Consumption Analysis
- Water Conservation and Recovery Systems
- Documentation & Drawings of Existing Conditions
- Cross-Connection Survey and Corrected Work
- Facility Assessments, Plumbing System Evaluation & Master Planning



SUSTAINABLE ENGINEERING

Sustainable Engineering design is an essential element of our integrated, multi-disciplinary approach to engineering. Yeaton Associates, Inc. has been at the forefront of this movement, utilizing “green” building design where feasible from both design and fiscal perspectives. We help our clients achieve maximum system efficiencies while leaving the smallest carbon footprint possible, balancing function and environmental responsibility in a practical, cost-effective manner. From natural lighting to alternative energy systems, Yeaton Associates, Inc. recognizes the synergies that exist in an integrated and environmentally focused design approach. Our sustainable engineering services include:

- Sustainable Design Integration and LEED® Certified Designs
- Sustainable Development and LEED® Consulting
- Energy Conservation Analysis
- Energy Modeling and Life-Cycle Cost/Benefit Analysis
- Facility Assessment, Sustainable Master Planning
- Feasibility Studies & Investigations
- Energy Audits & Retrofits
- Energy Management Controls
- Energy Code Compliance Forms
- Alternate Energy System Designs (Geothermal, Biomass, Solar)
- Waste Heat Recovery
- Thermal Energy Storage
- Rain Water Reclamation Systems
- Photovoltaic Design
- Cogeneration

Wayne G. Fillion, P.E. – President, MEP/FP Principal-in-Charge



Wayne is a registered Professional Engineer who has been with Yeaton Associates, Inc. for nearly 30 years. He is the President of Yeaton Associates, Inc., a position he has held for the past 20 years. Wayne began his career as an HVAC Design Draftsman for two engineering firms based in Burlington, Vermont: Wieman-Lamphere Architects and Jennison Engineering, Inc. Prior to his role as President for Yeaton Associates, Inc., Wayne served as a Senior Project Engineer as well as Vice-President of the company.

Work Experience

- Yeaton Associates, Inc. – Littleton, New Hampshire
President 1990 - Present
- Yeaton Associates, Inc. – Littleton, New Hampshire
Vice President 1985 - 1990
- Jennison Engineering, Inc. – Burlington, Vermont
HVAC Design Draftsman 1983 - 1985
- Wiemann-Lamphere Architects – Burlington, Vermont
HVAC Design Draftsman 1981 - 1983
- Yeaton Associates, Inc. – Littleton, New Hampshire
HVAC Design Draftsman 1976 - 1981

Featured Projects

- Catholic Medical Center
- Christa McAuliffe–Shepard Discovery Center
- Colby-Sawyer College (LEED®)
- Community College System of New Hampshire (LEED®)
- Concord Hospital
- Dartmouth College
- Dartmouth Printing
- ECHO Lake Aquarium & Science Center - Leahy Center
- Franklin Pierce Law Center
- Holderness School (LEED®)
- Kingswood Schools (CHPS)
- Littleton Regional Career & Technical Center
- Littleton Regional Hospital
- Loon Mountain
- Lyndon State College (LEED®)
- MCC Automotive Training Center (LEED®)
- New Hampshire Community Technical Colleges (LEED®)
- New Hampshire National Guard
- New Hampshire State Prison
- New London Hospital
- NHTI – Health Education Center (LEED®)
- Rivier College
- Southern New Hampshire University
- St. Paul’s School
- State of New Hampshire Office Buildings & Laboratories
- The Balsams Grand Resort Hotel
- The Mount Washington Hotel
- University of Vermont
- Valley Regional Hospital
- Vermont Air National Guard (LEED®)
- Vermont Army National Guard
- Veterans Administration Hospital
- Weeks Medical Center
- Woodstock Inn & Resort

Professional Qualifications

New Hampshire Professional Engineer (License Number 7427)
Vermont Professional Engineer (License Number 5915)
Maine Professional Engineer (License Number 6646)

Education

Plymouth State College – Plymouth, New Hampshire
New Hampshire Technical Institute – Concord, New Hampshire

The Firm

Located in Portsmouth, NH, Summit Engineering provides structural design, construction administration and inspection services on a variety of project types throughout New England and beyond. We are committed to sustainable design and as such, the proud home of the first LEED Accredited Structural Engineer in New Hampshire.

Our project experience ranges from new to historic structures and from single- to eight-story buildings as well as other specialized structures. Where preservation, rehabilitation, restoration, or reconstruction of historic properties are to be considered, the decision-making process is guided by the "Secretary of the Interior Standards for Treatment of Historic Properties".

Summit was founded in 2007 and currently employs eight structural engineers with additional support staff. Our primary focus is architecturally designed buildings including:

Commercial: office buildings, shopping centers, hotels, parking decks and retail.

Institutional: hospitals, schools, churches, gymnasiums and recreational facilities.

Industrial: warehouses, manufacturing facilities and business parks.

Residential: single and multi-family homes, dormitories and waterfront structures.

Municipal & Federal: salt sheds, fire, police, schools and government facilities.

We use advanced computer analysis software as well as applications we have developed. Our team uses Revit Structure to produce full 3D virtual models of buildings and other structures. Building Information Modeling (BIM) is a collaborative effort that involves the various design professionals across all disciplines resulting in a thorough and proficient design.

Since its beginning, Summit Engineering has strived to provide quality engineering services to our clients in an efficient and affordable manner. Our staff holds advanced degrees in structural engineering and has been nationally recognized for their talents.

Recent Awards

2017 SENH Excellence in Structural Engineering Award – Special Structure

*Northeastern University – Interdisciplinary Science & Engineering Complex Spiral Stair
Boston, MA*

2018 SENH Excellence in Structural Engineering Award – Building Structure

*F.W. Webb Central Distribution Facility,
Londonderry, NH*

We understand customer satisfaction is the key to any successful business and we strive to provide the highest quality work. We are always willing to provide the necessary effort for our clients in order to meet their highest expectations.

YEARS EXPERIENCE

15

REGISTRATIONProfessional Engineer: NH,
ME, MA, CT, VT, NJ, FL, USVI**EXPERTISE**

Mr. Champagne's background is in structural engineering. He holds a B.S. in Civil Engineering from the University of New Hampshire. He has provided structural design and analysis for a variety of institutional, commercial, industrial and residential projects.

KEY PROJECTS**STRUCTURAL DESIGN****Essential Facilities – Police & Fire**

- **Beach District Fire Station, Hampton, NH:** Design of a two story, 10,000 sf reinforced concrete masonry building in a coastal zone. Building was constructed with a structural concrete floor slab, grade beams and supported on steel and timber piles.
- **Center Harbor Police Station & Town Offices, Center Harbor, NH:** Design of additions and renovations to the existing town hall/police/fire station building. The project included two additions totaling 3300 square feet as well as modifications to the structure of the existing building.
- **Pelham Central Fire Station, Pelham, NH:** Design of a single story, 17,000 sf steel and reinforced concrete building. The foundation and apparatus bay walls were constructed with insulated concrete forms, and the office/support area utilized cold formed steel framing for the walls and roof.
- **Hotel Company Fire Station, St. Thomas, USVI:** Design of a two-story 20,000 sf steel, reinforced concrete and reinforced concrete masonry fire station building. The building included office and support areas as well as a 26' clear height apparatus bay. Significant concrete site retaining walls and cisterns were also required.
- **EMS Headquarters, St. Thomas, USVI:** Design of a single story, 10,000 sf steel and reinforced concrete masonry building with attached covered parking area. The parking area was designed for a future second floor.
- **Criminal Justice Building, St. Croix, USVI:** Design of a four-story, 60,000 sf steel framed structure with cold formed metal framed exterior curtain walls. The essential use group classification as well as high seismic zone required the use of a special moment frame lateral load resisting system.

Other Projects

- **Salem State College New Residence Hall, Salem, MA:** Design of a 160,000 sf, five story, 525 bed composite steel framed dormitory building with attached 320 seat dining hall. Achieved LEED Gold Certification.
- **Tremont Yard, Lowell, MA:** Design of a five story, 60,000 SF steel framed office building. The building was sited at the former location of a six story mill building and had to incorporate existing historically significant masonry foundation walls, pits and turbine shafts.
- **Hope Fellowship Church, Jaffrey, NH:** Design of a single story, 13,000 sf wood framed church building. The design included a 500 seat worship area with attached classrooms, conference areas and support facilities.
- **Camp Yavneh, Northwood, NH:** Design of a 6,000 sf multi-purpose building for a Jewish children's camp. Exterior walls were constructed with insulated concrete forms (ICF). Eastern white pine timbers harvested on site were used for construction of the heavy timber roof trusses in the beit midrash.
- **Oxford Rochdale Sewer District, Oxford, MA:** Design of a 45 foot diameter reinforced concrete clarifier tank.
- **University of New Hampshire Turbulence Research Facility, Durham, NH:** Design of a unique CMU and concrete elevated wind tunnel with steel framed negative pressure building.

Resume – Robert R. Champagne, PE, LEED AP

- **Bridgewater State College New Residence Hall, Bridgewater, MA:** Design of a 160,000 sf, 408 bed, composite steel framed dormitory building and attached dining hall. Achieved LEED Silver Certification.
- **University of New Hampshire Gables, Durham, NH:** Design of two 75,000 sf, six-story, "suite style", 200 bed dormitories. Buildings were constructed of masonry walls and concrete plank floors.
- **The Works Health & Fitness, Somersworth, NH:** Design of a 33,000 sf addition to an existing 23,000 sq. ft. health club facility. The project involved renovations of the existing building and the design of a new indoor pool and locker room building, gym building with mezzanine and elevated running track.
- **Hunts Falls Condominium, Lowell, MA:** Design of a 60,000 sf, five-story steel framed multi-tenant residential building. Second floor construction consisted of composite steel framing due to limited story height and vehicular parking below.
- **Meadowcrest WWTP, Citrus County, FLA:** Design of reinforced concrete tanks, aluminum grating and support structure, and two 800 sf masonry storage/operations buildings.
- **Army National Guard Aviation Support Facility (Phase II), Bangor, ME:** Design of new building additions and renovations to an existing hangar and office building. The project included the design of a 32,000 sf, two story steel framed addition, 10,000 sf single story masonry/steel addition, and renovation of approximately 30,000 sf of existing hangar and office area.
- **Other projects:** Structural design of numerous residential structures throughout New England, New York and the United States Virgin Islands. These projects ranged in scope from small additions and renovations to new construction of high-end homes in excess of 20,000 sf.

STRUCTURAL REHABILITATION/RENOVATION

- **Parish of Christ Church, Andover, MA:** Renovation of this historic HH Richardson designed building included the addition of a new mezzanine to support a new organ and choir within the existing chapel area. Significant deterioration of the bell tower masonry walls required partial removal and restoration.
- **University of New Hampshire Fairchild Hall, Durham, NH:** Analysis of an existing 100 year old brick and timber framed dormitory building for complete interior renovation. Project involved design of framing modifications and complete seismic upgrade to meet current building code requirements.
- **National Park Service, St. John, USVI:** Analysis and design of roof upgrades for an existing residential structure newly designated as an essential facility for hurricane, earthquake and emergency shelter.
- **Lake Winnepesaukee Golf Club, New Durham, NH:** Renovation of an existing 13,200 sf clubhouse with kitchen and dining area. Renovations included expansion to 15,400 sf with significant modifications to the existing structure to accommodate revised floor plans.

CONDITION ASSESSMENTS

- **Residential Buildings, NJ:** Structural condition assessments of numerous residential building structures which sustained wind and flood damage from hurricane Sandy October 2012.
- **Old District Courthouse Building, St. Thomas, USVI:** Structural condition assessment of a 100 year old reinforced concrete building exhibiting significant signs of deterioration.
- **Sosua Bay Hotel, Dominican Republic:** Condition assessment of five hotel buildings, which sustained damage during an earthquake.
- **Water & Power Authority, St. Thomas, USVI:** Inspection of three potable water steel storage tanks ranging in size from 5.5 to 10.5 million gallons.

EDUCATION

- University of New Hampshire, BSCE, 1999

PROFESSIONAL AFFILIATIONS

- Structural Engineers of New Hampshire – Board of Directors (Treasurer)
- US Green Building Council New Hampshire Chapter

TAB 3 – PROJECT EXPERIENCE /
QUALIFICATIONS

SPECIFIC EXPERTISE IN POLICE DESIGN/PLANNING:

CGA expertise in police department design/planning extends back over the past 15 years. As identified in Gary Goudreau's resume of project experience, the following projects public safety/police station design experience:

- New Police Station, Tilton, NH
- Police Station Addition/Renovation, Center Harbor, NH
- New Police Station Headquarters, Somersworth, NH
- **New Milford Police Station Headquarters, Milford, NH**
- Police Station Addition Study/Schematic Design, Newfields, NH
- Police Station Study/Schematic Design, Tuftonboro, NH
- Public Safety Complex Study/Schematic Design, Tuftonboro, NH
- New Police Station Study/Schematic Design, Salem, NH
- New Public Safety Complex Study/Schematic Design, Salem, NH
- New Public Safety Complex Study/Schematic Design, Tilton, NH
- New Public Safety Complex Study/Schematic Design, Rindge, NH

The project sheets, on the following pages, provide additional descriptions of the scope of work included in many of the projects listed above.

New Police Station for the Town of Tilton, NH

Gary Goudreau, of Cowan Goudreau Architects, provided schematic design services for a new police station for the Town of Tilton, NH. This option was designed to be a single-story renovation within an existing Town-owned R&D facility on Business Park Dr. The project was completed to the Schematic design phase, and was to proceed into design development, document production, bidding and construction upon a successful bond vote by the Town. This police station option is no longer being considered as the Town is looking for a parcel of land better situated closer to the center of town.

Size: 12,200 sf.
References: Robert Cormier, Chief of Police (603) 286-8207
Ryan Martin, Captain, Liaison for the Dept.
Timothy Pearson, Town Finance Director (603) 286-4521 ext 107
Jeanie Forrester, Town Administrator



Tilton Police Station – Street View

Police Station Addition/Renovation for the Town of Center Harbor, NH

Gary Goudreau, of Cowan Goudreau Architects, has designed the new Police Station facility for the Town of Center Harbor, NH. The station is approximately 2,700 sf, located within renovated town offices and fire station (including an addition). The project included public lobby and restroom, reception/records, an interview room, offices, squad room, secure evidence processing and storage, secure sallyport (1 bay), prisoner processing (no holding cells), and locker/shower facilities. Scope of services included a feasibility study encompassing site assessment and selection (4 original sites), along with multiple schematic designs for both stand-alone and combination police-fire and town offices facility. Construction was completed in October, 2013.

Cost: \$1.2 M

References: Mark Chase – Chief of Police (603) 253-9756
Charley Hanson – Chair, Former Board of Selectmen (603) 418-1485



Center Harbor Police Station/Town Office Addition – Street View

New Police Station for the Milford Police Dept., Milford, NH

Gary Goudreau, of Cowan Goudreau Architects, designed the new Police Headquarters Facility for the Town of Milford, NH. The facility is approximately 13,400 sf on three levels (one basement and 2 stories above grade). The sallyport, cellblock & evidence lab/storage wing is one story, with the public lobby, records, roll call, patrol division, squad room, training/community room, & break room on the remainder of the first floor. The locker rooms, mechanical & electrical rooms, found property, archive storage, communications equipment, weapons cleaning and armory are on the basement level, with administration, conference, detective divisions & additional long-term storage on the second floor. The existing station was located on the outskirts of Town, and the new facility is relocated back in the heart of the downtown district. Construction was completed in 2006.

Cost: \$2,975,000.00
References: Frederick Douglas – Retired Chief of Police
Steve Sareault – Building Committee Member (603) 672-8733



Milford Police Station – Street View

New Police Station for the Somersworth Police Dept., Somersworth, NH

Gary Goudreau, of Cowan Goudreau Architects, designed the new Police Facility for the City of Somersworth, NH. The facility is approximately 13,200 sf on two levels. The sallyport, found property, cellblock, evidence lab/storage wing is one story; the public lobby, dispatch, EOC, records, patrol division, prosecutor, squad room, training/roll call, fitness, locker facilities, break room, weapons cleaning & armory, mechanical and electrical rooms are on the remainder of the first floor with administration, conference, detective divisions (including temporary evidence storage), and additional long-term storage on the second floor. The facility was completed in April, 2008.

Cost: \$3,045,000.00

References: David Kretchmar – Chief of Police (603) 692-3131
Russell Timmons – Captain Patrol Div. (603) 692-3131 (rtimmons@somersworth.com)



Somersworth Police Station – Street View

New Police Station Addition & Town Hall Renovation for the Town of Newfields, NH

Gary Goudreau, of Cowan Goudreau Architects, has designed the new Police Station addition for the Town of Newfields, NH, along with renovating their existing Town Hall. The station is approximately 2,700 sf, located within the renovated town hall/office facility (renovation area is approximately 4,000 sf). The project included public lobby and restroom, reception/records, an interview room, offices, squad room, secure evidence processing and storage, secure sallyport, prisoner processing (no holding cells), bail, and locker/shower facilities. Renovation included subdividing the existing meeting hall for Town office/meeting room use. The project awaits Town voter approval.

Cost Estimate: \$1,535,000 (2015)

References: Art Reed (former Chief of Police) – flytyer15@comcast.net
Duane Martin (building committee member) – duane.f.martin@comcast.net



Newfields Police Station with Town Hall Renovation – Street View

New Police and Fire Station Safety Complex for the Town of Tilton, NH

Gary Goudreau, of Cowan Goudreau Architects, designed the new Police & Fire Safety Complex for the Town of Tilton, NH. The facility is approximately 24,200 sf, and was to be located downtown at the site behind Walgreens Pharmacy adjacent to J Jill. The project's feasibility study included site analysis & assessment of 7 different sites. The project was completed to the Schematic design and cost estimate phase, and was to proceed into design development, document production, bidding and construction upon a successful bond vote by the Town. The Project was subsequently been down-sized to a stand-alone Police Station only.

Cost: \$4,650,000.00 (estimated) excluding site acquisition
References: Robert Cormier, Chief of Police (603) 286-8207
Owen Wellington, Former Captain, Liaison for the Dept.
Timothy Pearson, Town Finance Director (603) 286-4521 ext 107



Tilton Life Safety Complex – Street View

New Police Station for the Town of Salem, NH

Gary Goudreau, of Cowan Goudreau Architects, provided feasibility and space needs analyses as well as schematic and design development services (with cost estimating) for a new Police Facility for the Town of Salem, NH. The facility was to be approximately 26,000 sf, and located adjacent to the existing police station, on the same site. Once the new station was up and running, the existing facility was to be demolished. CGA's scope of services was to result in a "design-build" scope package to be sent out to qualified design build teams for proposals to complete construction documents and build the facility for a guaranteed maximum price (GMP). These services were completed in 2007.

CGA was to assist the Town in procuring the most qualified design build contractor and help in contract negotiations with same. We were to stay on during the construction phase of the facility as the Owner's representative to safeguard the integrity of the design. Currently the Town is contemplating a safety complex project housing both police and fire department headquarters. No new information on the project's status is available at this time.

Cost: \$5,950,000.00 (estimated)
References: William Ganley, Former Dep. Chief of Police, Treasurer - RCLEA (603) 895-4361
Paul Donovan, Chief of Police (603) 890-2352
William Scott, Community Development Director (603) 890-2007



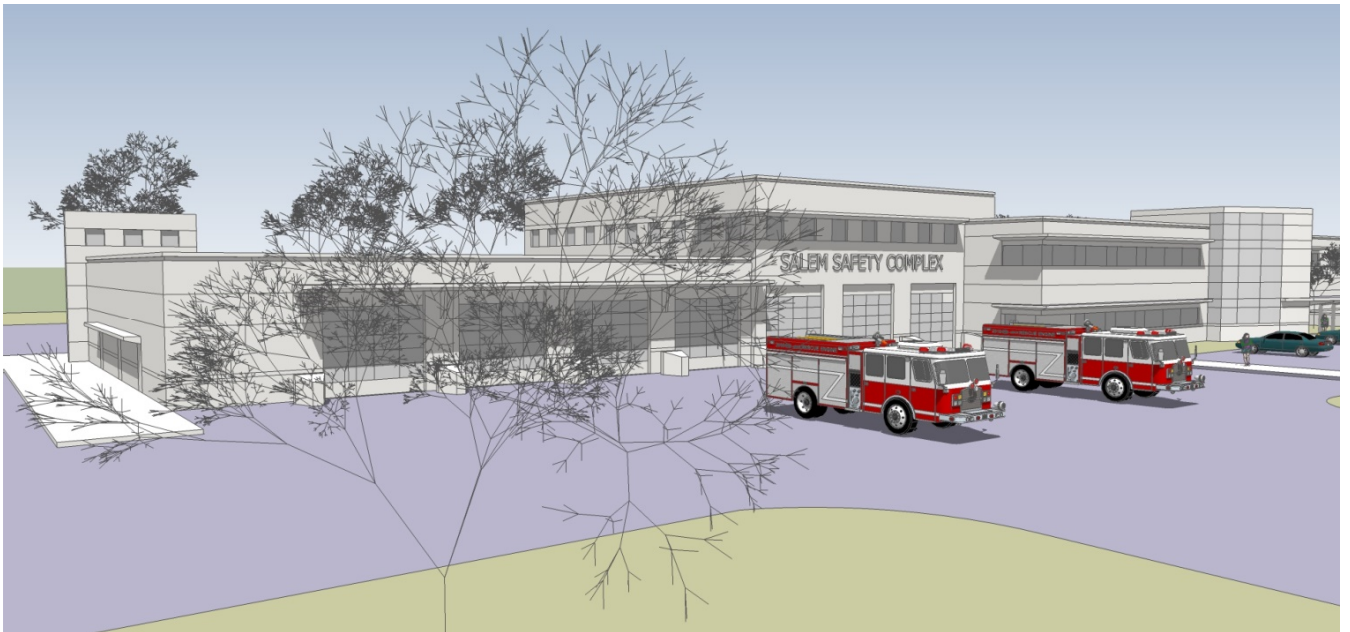
Proposed Salem Police Station – Street View

New Life Safety Complex for the Town of Salem, NH

Cowan Goudreau Architects was hired by Trident Group, representative for the Town of Salem, NH to provide conceptual design services for their new proposed Life Safety Complex in the fall of 2014. The facility, approximately 45,000 sf in size, was to be located on the site of the current police station (in conjunction with adjacent land acquisition). The Fire Department area was programmed at 20,000 sf, and the Police Department area programmed for 25,000 sf. The project was completed to the conceptual design and cost estimate phase, but did not receive Town funding to continue further to construction.

Conceptual Cost Estimate: \$10,000,000.00 (2014) excluding site acquisition.

References: Gino Baroni, Trident, Owner's Representative, Email: gbaroni@tridentgrp.com
Jim Keller, Board of Selectmen, Town of Salem, Email: james-keller@comcast.net



Proposed Salem Life Safety Complex – Street View

TAB 4 – REFERENCES

REFERENCES

Re: **Tilton Police Station, Tilton, NH** (*Includes Dispatch Communications*)

Jeanie Forrester – Town Administrator ; 603.286.4521 ext 101, jforrester@tiltonnh.org
Kevin LaChapelle – Building Committee Chairman; lachapelle73@gmail.com
Pat Consentino – Selectwoman; sel.consentino@tiltonnh.org
Robert Cormier – Police Chief; 603.286.8207, rcormier@tiltonpd.org

Re: **Center Harbor Police Station Addition/Renovation, Center Harbor, NH**

Mark Chase – Police Chief; 603.253.9756, mchasechpd@metrocast.net

Re: **Somersworth Police Station, Somersworth, NH** (*Includes Dispatch Communications*)

Russell Timmons – Captain of Patrol Division; 603.692.3131, rtimmons@somersworth.com

Re: **Milford Police Station, Milford, NH**

Steve Sareault – Building Committee Member; 603.621.2246, ssareault@hccnh.com

Re: **Newfields Police Station Addition/Renovation, Newfields, NH**

Art Reed – Police Chief (retired); 603.341.9558, flytyer15@comcast.net
Duane Martin – Building Committee Member; duane.f.martin@comcast.net

TESTIMONIALS:

The Town of Center Harbor embarked on a police station building project to address space needs and to become compliant with industry standards so the Police Department could properly and efficiently serve the community. During this process we were fortunate to have selected Gary Goudreau for architectural services from a highly competitive field.

As a Police Chief, I was very impressed with Gary's knowledge of police facilities and his understanding of how the three populations (public, employee, and detainee) must coexist in an efficient manner while maintaining separation. His in-depth knowledge of security options through design and the utilization of specific materials complimented with technology were educational for me.

Gary originally designed a police station based on the input he received from the Building Committee. Although the Building Committee, the Board of Selectmen and I felt this was the best option, we were unable to convince a super majority needed at Town Meeting to fund the design. Several more public hearings were held and Gary was able to design an addition and renovation project to our current Town Hall that met our needs and gathered the public support needed for the affirmative vote. Gary's commitment to us went well beyond his contractual obligations.

I have also had the pleasure of serving on Building Committee for a new police station in the town which I reside, prior to Center Harbor taking on its project. Having worked with a different but very competent architect on that project, toured several police stations during the course of both projects, and seeing the end results, there is no question in my mind that Gary Goudreau is the best choice. His attention to detail is unmatched.

Mark C. Chase, Chief of Police, Town of Center Harbor, NH

I have had the opportunity to work with Gary for the last three years in developing a new police space for the town's Police Department. Gary was chosen from a field of 15 architectural firms due to the thoughtful and rational manner that he approached the project. Last year we finally got voter approval to an addition and renovation of our existing municipal complex. A big part of the reason we were able to carry the day was the fact that Gary listened to what the voters wanted, and the various building committees, and was able to provide a very efficient use of space. Gary did a great job of designing an addition that added the space while blending it into our existing confined municipal footprint at a reasonable cost.

In closing, I strongly recommend Gary Goudreau for architectural work and would hire him again for future building projects. He has been a pleasure to work with and always is concerned with making sure the Town ends up with the best structure for its use.

Charley Hanson, Chair, Board of Selectmen, Center Harbor, NH

"I have been working with Gary as a member of the Building Committee for the construction of a new police station here in Milford. Throughout the process I have found Gary to be helpful, welcoming of input and always cognizant of the program needs and budget constraints. He worked effectively with the committee, Town staff and our Selectboard. The work of his consultants was well managed and coordinated. I provide these comments not only as a member of the building committee, but also as a professional engineer and project manager for a major general contractor/construction manager here in New Hampshire.

Steve Sareault, Building Committee member, Town of Milford, NH

"Gary Goudreau has worked closely with the Milford Police Department and the Town of Milford in designing our new police facility. I am extremely pleased that Mr. Goudreau has worked in the best interest of the community throughout this project. Mr. Goudreau has retained his professionalism throughout this process, and has been responsive to the needs of our agency while balancing the need to adjust due to funding constraints with our municipality. I am very confident and believe that Mr. Goudreau and his professional approach would be an asset to your town's development of a new police facility. As Chief of Police, I am honored to have worked with Mr. Goudreau on this municipal project."

Frederick Douglas, Chief of Police, Milford, NH (retired)

"I have worked with Gary Goudreau for the past several years on the design of our new police station for the City of Somersworth, NH. Throughout this process, Gary has been attentive to our needs and desires for our new facility. He listened carefully to us, offering creative ideas and alternative solutions in order to provide us with the building we needed for the budget we had available. Mr. Goudreau has met our expectations for our new police department headquarters, and we are pleased with its function and its civic image. I would not hesitate to recommend Gary to any police department looking to build a new facility."

Dean Crombie, Chief of Police, Somersworth, NH (retired)

"I have had the pleasure of working with Mr. Gary Goudreau as he provided the Town of Salem with a schematic design for our new police station project. I worked closely with Gary in identifying our facility needs assessment and thoroughly enjoyed our interaction. Gary's demeanor is low key and he worked well with the different personalities in our agency. He is an excellent listener, who provided appropriate thoughts and suggestions on how to achieve a design that worked for us and stayed within our budget. Gary was always easily accessible and promptly returned my phone calls and emails when I had questions. I would not hesitate to utilize Gary's services in the future.

William J. Ganley III, Former Deputy Chief of Police, Salem Police Dept., Salem, NH

TAB 5 – PROJECT APPROACH /
SCOPE OF WORK

PROJECT APPROACH

Based on our understanding of the scope of services outlined in the Town's RFP, we would propose the following approach to our design services for this project:

- Meet with Town & Police Department staff to review goals of the project. Continue to conduct meetings with Town staff at appropriate intervals throughout the project to ensure input to progress as well as final design documents.
- Conduct a detailed review of existing drawings for the building.
- Perform additional investigations, including field investigations, as may be required to determine existing conditions. These investigations will be limited to those elements which are readily open to view (*no exploratory demolition to uncover hidden conditions or elements is intended in this proposal*).
- Develop schematic level floor plans which incorporate the addition & renovated spaces as identified in the project goals and RFP Scope of Work Item 3. These would include (as appropriate) floor plans, roof plans, elevations, and building sections. Along with this schematic design we would also do a preliminary code analysis to determine scope that would affect project cost estimating (such as the inclusion of fire or smoke barrier construction). Secure Town approval of Schematic Design.
- Develop Design Development level drawings & specifications describing the scope of work to be included (architectural, structural & M/E/P/FP). All drawings are to be to scale and show the location of walls, doors, windows, equipment, fixtures and other necessary items. Secure Town approval of Design Development documents.
- Provide a Design Development level total project cost estimate to be used as a place-holder for the Town's warrant article value.
- Provide construction documents (drawings & specifications) representing the final approved design for the communication center and associated renovations. Construction documents will be suitable for bidding.
- Assist Owner with soliciting bids from qualified general contractors. Receive bids and review with Owner for final selection. Bid award will need to be noted as being contingent on the bond vote passage at Town meeting 2021.

TAB 6 – PROJECT SCHEDULE / TIMELINE

PROJECT SCHEDULE

Based on our understanding of the scope of work identified in the Town's RFP for this communication's center, we understand & propose the following schedule:

RFP Re-issued:	September 29, 2020
RFP Due:	October 14, 2020
Interviews with Selected A/E teams:	TBD
Proposal Award/Notice to Proceed:	October 19, 2020 (Estimate)
Provide Total Project Cost Estimate (*):	November 19, 2020
Completion Date of Construction Documents:	No later than December 31, 2020
Construction Documents issued for Bid:	January 2, 2021
Due Date for Bids:	January 22, 2021
Amend Warrant Article Dollar Value (if needed):	February 6, 2021

*** Note:**

The total project cost estimate due for November 29, 2020 will be based on a design development set of documents (given the tight schedule for this project), and as such is intended to serve as a place holder value for the Warrant Article for this project until bids can be obtained from General Contractors, and a final cost can be identified for this work (in time to amend the Warrant Article at the Deliberative Session if that becomes necessary).

TAB 7 – FEE PROPOSAL LETTER



FEE PROPOSAL:

Based on the Scope of Work identified in the Town's RFP, and as enumerated in our Project Approach / Scope of services section, we understand the following services to be required:

- Meet with Town & Police Department staff to review goals of the project. Continue to conduct meetings with Town staff at appropriate intervals throughout the project to ensure input to progress as well as final design documents.
- Conduct a detailed review of existing drawings for the building.
- Perform additional investigations, including field investigations, as may be required to determine existing conditions. These investigations will be limited to those elements which are readily open to view (*no exploratory demolition to uncover hidden conditions or elements is intended in this proposal*).
- Develop schematic level floor plans which incorporate the addition & renovated spaces as identified in the project goals and scope of work. These would include (as appropriate) floor plans, roof plans, elevations, and building sections. Along with this schematic design we would also do a preliminary code analysis to determine scope that would affect project cost estimating (such as the inclusion of fire or smoke barrier construction). Secure Town approval of Schematic Design.
- Develop Design Development level drawings & specifications describing the scope of work to be included (architectural, structural & M/E/P/FP). All drawings are to be to scale and show the location of walls, doors, windows, equipment, fixtures and other necessary items. Secure Town approval of Design Development documents.
- Provide a Design Development level total project cost estimate to be used as a place-holder for the Town's warrant article value.
- Provide construction documents (drawings & specifications) representing the final approved design for the communication center and associated renovations. Construction documents will be suitable for bidding.
- Assist Owner with soliciting bids from qualified general contractors. Receive bids and review with Owner for final selection. Bid award will need to be noted as being contingent on the bond vote passage at Town meeting 2021.

For the Architectural & Engineering services related to the above-mentioned scope, Cowan Goudreau Architects proposes a Stipulated sum of Thirty-Two Thousand Nine Hundred Dollars (\$32,900.00), including reimbursable expenses.

Sincerely,

Gary L. Goudreau, AIA, LEED AP
Principal
gary@cgarchs.com

TAB 8 – CLARIFICATIONS TO FEE PROPOSAL



CLARIFICATIONS TO FEE PROPOSAL:

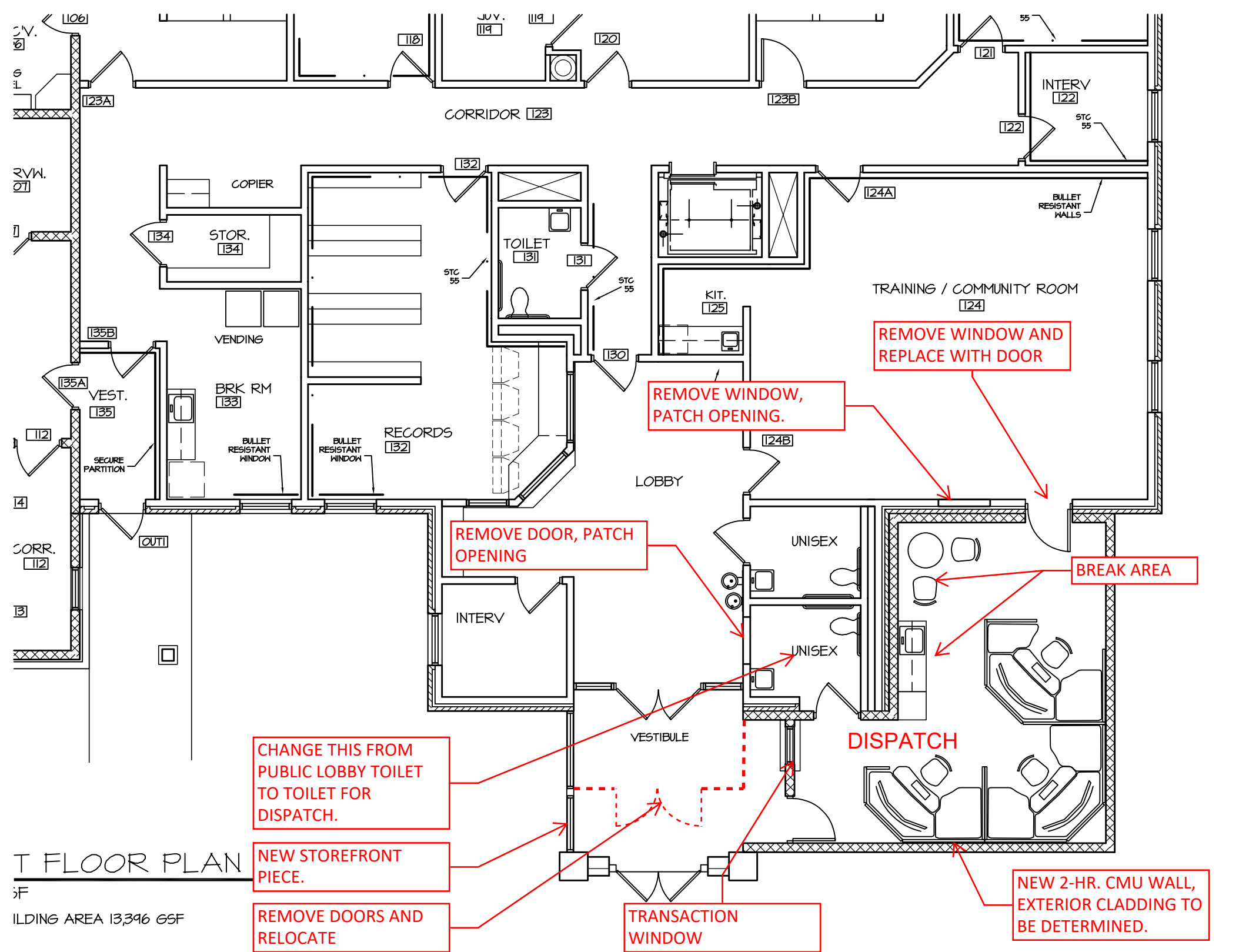
The following items are intended to further clarify our proposal:

- Our fee proposal is for architectural services associated with the requested communications center addition and associated renovations as well as related utility interfaces for MEP/FP into the existing building services. Engineering services include structural, mechanical, electrical, plumbing and fire protection for the addition, renovation to existing and necessary interfaces of those systems into the existing building. No civil engineering or geotechnical engineering services are included or contemplated at this time.
- Relocation of the existing Police Officer's Memorial is by Owner.
- Design and specification of radio equipment and related dispatch communications equipment are understood to be by Owner (or Owner's vendor). We will integrate their equipment requirements into our work. Dispatch furniture specification is included in our scope of services.
- Fees for construction administration services are not currently in this proposal. They would be included/identified in our total project cost estimate, to be voted on by the Town in March of 2021. They are only needed if the project passes the vote and construction is approved. *For informational purposes, the construction administration fee will be identified as Twelve Thousand Five Hundred Dollars (\$12,500) as part of the soft cost portion of the Total Project Cost Estimate.*

Thank you for the hopeful opportunity to work with the Town once again on this facility.

Sincerely,

Gary L. Goudreau, AIA, LEED AP
Principal
gary@cgarchs.com



2. b) MACC Base Budget

20201109 MACC 2021 Draft Budget.xlsx

Budget Item	2020 Budget	2020 YTD Expended	2021 Budget	Difference 2020-2021
		thru 09/30/20		
<u>6500</u> PAYROLL				
Full Time	\$ 319,428.10	\$ 220,619.97	\$ 325,761.96	1.98%
Holiday	\$ 11,898.10		\$ 12,624.70	6.11%
Part Time	\$ 91,941.40	\$ 65,250.46	\$ 91,941.40	0.00%
Secretarial	\$ 958.56	\$ 1,298.06	\$ 1,300.00	35.62%
Treasurer			\$ 2,500.00	new
Overtime	\$ 32,107.24	\$ 27,594.44	\$ 32,228.84	0.38%
Longevity Pay F/T	\$ 4,800.00		\$ 5,200.00	8.33%
Subtotal	\$ 461,133.40	\$ 314,762.93	\$ 471,556.90	2.26%
<u>6508</u> FICA/Medicare	\$ 35,276.71	\$ 24,015.57	\$ 36,074.10	2.26%
Total Payroll:	\$ 496,410.11	\$ 338,778.50	\$ 507,631.00	2.26%
<u>6575</u> State Retirement*	\$ 40,595.52	\$ 26,242.39	\$ 47,409.13	16.78%
<u>6400</u> UNEMPLOYMENT TAX:	\$ 3,000.00	\$ -	\$ 2,000.00	-33.33%
<u>BENEFITS:</u>				
<u>6054</u> Health	\$ 101,362.91	\$ 45,239.09	\$ 107,848.37	6.40%
<u>6056</u> Life	\$ 696.73	\$ 435.80	\$ 708.81	1.73%
<u>6053</u> Disability	\$ 1,389.38	\$ 823.88	\$ 1,200.00	-13.63%
<u>6052</u> W/C	\$ 1,395.00	\$ 1,116.42	\$ 1,395.00	0.00%
<u>6061</u> Tuition Incentive	\$ 2,500.00		\$ 1,500.00	-40.00%
Total	\$ 107,344.02	\$ 47,615.19	\$ 112,652.18	4.94%
<u>Operating Expenses:</u>				
<u>6055</u> Liability Insurance	\$ 4,800.00	\$ 4,019.04	\$ 4,500.00	-6.25%
<u>6653</u> Legal	\$ 2,000.00	\$ 138.00	\$ 2,000.00	0.00%
<u>6651</u> Audit	\$ 7,250.00	\$ 7,250.00	\$ 4,750.00	-34.48%
<u>6654</u> Repairs/Maintenance	\$ 1,000.00	\$ 388.00	\$ 900.00	-10.00%
<u>6657</u> Water Cooler	\$ 1.00	\$ 99.99	\$ 200.00	19900.00%
<u>6658</u> Cellular	\$ 1,360.00	\$ 448.33	\$ 1,360.00	0.00%
<u>6659</u> Medical / Physicals	\$ 500.00		\$ 250.00	0.00%
<u>6665</u> Advertising	\$ 100.00		\$ 100.00	0.00%
<u>6660</u> Subscriptions / Dues	\$ 1,750.00	\$ 1,408.35	\$ 1,650.00	-5.71%
<u>6656</u> SPOTS	\$ 4,500.00		\$ 4,500.00	0.00%
<u>6175</u> Training/Mileage	\$ 2,000.00		\$ 1,000.00	-50.00%
Total Services:	\$ 25,261.00	\$ 13,751.71	\$ 21,210.00	-16.04%
<u>SUPPLIES:</u>				
<u>6678</u> Generator Fuel	\$ 600.00		\$ 600.00	0.00%
<u>6679</u> Janitorial Supplies	\$ 400.00		\$ 300.00	-25.00%
<u>6680</u> Office	\$ 1,500.00	\$ 631.73	\$ 1,500.00	0.00%
<u>6683</u> Postage	\$ 100.00		\$ 100.00	0.00%
Total Supplies:	\$ 2,600.00	\$ 631.73	\$ 2,500.00	-3.85%

Budget Item	2020 Budget	2020 YTD Expended	2021 Budget	Difference 2020-2021
<u>CONTRACTS:</u>				
<u>6666</u> IMC CAD Software	\$ 9,265.00	\$ 9,233.75	\$ 9,728.25	
<i>Total Contracts:</i>	\$ 9,265.00	\$ 9,233.75	\$ 9,728.25	5.00%
<u>UTILITIES:</u>				
<u>6812</u> Eversource	\$ 5,618.28	\$ 3,763.50	\$ 5,722.20	1.85%
<u>6811</u> High Mowing	\$ 420.00	\$ 420.00	\$ 420.00	0.00%
<u>6820</u> Telephone/Internet	\$ 14,687.76	\$ 8,394.67	\$ 15,972.36	8.75%
<i>Total Utilities:</i>	\$ 20,726.04	\$ 12,578.17	\$ 22,114.56	6.70%
<u>6602</u> Repair/Replace/Maint of Equip.	\$ 40,000.00	\$ 6,878.05	\$ 40,000.00	0.00%
<u>6150</u> COMPUTER Repair/Maint:	\$ 5,000.00	\$ 1,583.06	\$ 5,000.00	0.00%
<u>6151</u> Back Up/DR	\$ 5,500.00		\$ 5,500.00	0.00%
<u>6152</u> IT			\$ 13,284.00	New
<u>6652</u> Generator Maintenance:	\$ 750.00		\$ 750.00	0.00%
<u>6300</u> NEW EQUIPMENT:				
	\$ 1.00		\$ 1.00	0.00%
<u>6301</u> Surplus expenditure			\$ 1.00	New
<u>6625</u> Town Hall Rent	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%
<u>6667</u> Federal Hill Site	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%
<u>6655</u> Pead Hill Site	\$ 4,114.10	\$ 4,114.10	\$ 4,216.95	2.50%
<u>Total Rental Expenses</u>	\$ 8,114.10	\$ 8,114.10	\$ 8,216.95	1.27%
TOTAL:	\$ 764,566.79	\$ 465,406.65	\$ 797,998.07	4.37%

Cost Per Town Breakdown

(2010 population for 2021 budget)			2021	2020	2019
Town	Population*	Percentage¹	Yearly cost	Yearly cost	Yearly cost
MILFORD	15115	71.2938%	\$ 552,187.71	\$ 529,054.39	\$511,284.63
MONT VERNON	2409	11.3627%	\$ 88,006.86	\$ 84,319.90	\$81,487.78
WILTON	3677	17.3435%	\$ 134,329.60	\$ 128,702.00	\$124,379.19
LPD (40%)see note	1683	7.354%	\$ 23,473.91	\$ 22,490.50	\$21,735.09
TOTAL	22884	100%	\$ 797,998.07	\$ 764,566.79	\$738,886.69
<i>Difference from prior year</i>			4.37%	3.48%	4.40%

(*NH Office of Energy and Planning)

LPD cost is calculated at 40% of full member rate, then subtracted from total budget.
Member town cost calculations are based on total budget, less LPD.

20201109

Pay Rates By Employee

	Hourly Rate	Hours Weekly	Sub-Total	Number of weeks	Sub-Total	Total
Director	\$ 40.93	40.0	\$ 1,637.20	52.0	\$ 85,134.40	\$ 85,134.40
Captain	\$ 27.54	40.0	\$ 1,101.60	52.0	\$ 57,283.20	\$ 57,283.20
Dispatch 1	\$ 21.69	40.0	\$ 867.60	52.0	\$ 45,115.20	\$ 45,115.20
Dispatch 2	\$ 21.64	40.0	\$ 865.60	52.0	\$ 45,011.20	\$ 45,011.20
Dispatch 3	\$ 21.37	40.0	\$ 854.80	52.0	\$ 44,449.60	\$ 44,449.60
Dispatch 4	\$ 20.00	40.0	\$ 800.00	52.0	\$ 41,600.00	\$ 41,600.00
Full-Time Subtotal:						\$ 318,593.60
2021 Merit Raises						2.25% \$ 7,168.36
Full-Time Total:						\$ 325,761.96

20201109

Holiday Pay By Employee

Year 2021	Holiday Hours	Hourly Rate	Sub-Total	Total
Captain	110	\$ 28.16	\$ 3,097.60	\$ 3,097.60
Dispatch 1	110	\$ 22.18	\$ 2,439.80	\$ 2,439.80
Dispatch 2	110	\$ 22.13	\$ 2,434.30	\$ 2,434.30
Dispatch 3	110	\$ 21.85	\$ 2,403.50	\$ 2,403.50
Dispatch 4	110	\$ 20.45	\$ 2,249.50	\$ 2,249.50
			Total	\$ 12,624.70

11 Holidays

- | | |
|------------------------|------------------------|
| New Years day | Labor Day |
| Martin Luther King day | Columbus Day |
| Presidents Day | Veterans Day |
| Memorial Day | Thanksgiving Day |
| Independence day | Day After Thanksgiving |
| | Christmas Day |

20201109

Part Time Overtime Breakdown

Part Time Hours

	Weekly	Weeks	Total Hrs.	Rate	# Hours	Sub-Total	Total
PT Dispatching	55	52	2860	\$ 19.00	1430	\$ 27,170.00	
				\$ 24.77	1430	\$ 35,421.10	\$ 62,591.10
Sick Coverage:			200	\$ 19.00	100	\$ 1,900.00	
				\$ 24.77	100	\$ 2,477.00	\$ 4,377.00
Vacation Coverage:			340	\$ 19.00	170	\$ 3,230.00	
				\$ 24.77	170	\$ 4,210.90	\$ 7,440.90
Training Coverage			240	\$ 19.00	120	2,280.0	
				\$ 24.77	120	2,972.4	\$ 5,252.40
Part Time Training			960	\$ 18.00			\$ 17,280.00
						Sub-Total	\$ 91,941.40

Overtime

Average FT Overtime rate:				\$ 33.13			
Sick Coverage			200	\$ 33.13	200	\$ 6,626.00	\$ 6,626.00
Vacation Coverage			340	\$ 33.13	340	\$ 11,264.20	\$ 11,264.20
Training Coverage			240	\$ 33.13	240	\$ 7,951.20	\$ 7,951.20
Full Time Training							\$ 1,387.44
						Sub-Total	\$ 32,228.84

BOG Secretary:

	Hours	Rate	Total
(3% increase)	48	\$ 20.57	\$ 987.36

20201109

Health Insurance Breakdown

Monthly

	2020	Estimated Rate Change	2021
Single	\$955.52	6.4000%	\$ 1,016.67
2-Person	\$1,911.04	6.4000%	\$ 2,033.34
Family	\$2,579.90	6.4000%	\$ 2,745.01

Full-Time

	Plan Type	# Plans	Cost	# Months	
	Single	3	\$ 1,016.67	12	\$ 36,600.12
					<i>Sub-Total</i> \$ 36,600.12
	2-Person	1	\$ 2,033.34	12	\$ 24,400.08
					<i>Sub-Total</i> \$ 24,400.08
	Family	2	\$ 2,745.01	12	\$ 65,880.24
					<i>Sub-Total</i> \$ 65,880.24
					Total: \$ 126,880.44
					Less Employee Portion: 15% \$ 19,032.07
Dental	Employee	6	\$ -	12	\$ -
					MACC Cost: \$ 107,848.37

20201109

Life Short Term Disability

	LIFE	STD
Rate	0.18	0.27
Director	\$ 189.41	\$ 364.24
Captain	\$ 127.44	\$ 245.06
Dispatch 1	\$ 100.37	\$ 193.00
Dispatch 2	\$ 100.14	\$ 192.56
Dispatch 3	\$ 98.89	\$ 190.16
Dispatch 4	\$ 92.55	\$ 177.97
Sub-Total	\$ 708.81	\$ 1,362.99
Total	\$ 2,071.80	

20201109

Full-Time Training Breakdown

	Hourly Wage	Training Hours	Sub-Total		Total
Captain	\$ 28.37 \$ 42.56	8.0	\$ 340.48	In-House Training	\$ 340.48
Dispatch 1	\$ 22.34 \$ 33.51	8.0	\$ 268.08	In-House Training	\$ 268.08
Dispatch 2	\$ 22.29 \$ 33.44	8.0	\$ 267.52	In-House Training	\$ 267.52
Dispatch 3	\$ 22.01 \$ 33.02	8.0	\$ 264.16	In-House Training	\$ 264.16
Dispatch 4	\$ 20.60 \$ 30.90	8.0	\$ 247.20	In-House Training	\$ 247.20
<u>TOTAL</u>					<u>\$ 1,387.44</u>

20201109

Utilities Breakdown

CONSOLIDATED COMMUNICATIONS	12 mos. Average	\$1,071.53	12	\$	12,858.36
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TDS Telcom	12 mos. Average	\$29.50	12	\$	354.00
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COMCAST	Average Last 12 Mos.	\$230.00	12	\$	2,760.00
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TOTAL: \$ 15,972.36

Eversource

Average Cost Last 12 Mos.	Increase	Sub Total			
\$433.50	10%	\$476.85	\$476.85	12	\$ 5,722.20

TOTAL: \$ 5,722.20

20201109

Cellular/MDT

Celluar & MDT

	Cost	Quantity	Monthly	# Months	Total
VERIZON					
Supervisor Cell Phone	\$50.00	1	\$50.00	12	\$ 600.00
MDT	\$55.00	1	\$55.00	12	\$ 660.00
Replacement / Repair	\$100.00	1	\$100.00	1	\$ 100.00
				Total	\$ 1,360.00

20201109

Subscriptions / Dues

Intuit Payroll Tax Tables	\$ 1,000.00
INFOUSA Cross Ref.	\$ 750.00

Total: \$ 1,750.00



20201109