

JEFFRY A. PATTISON
Legislative Budget Assistant
(603) 271-3161

MICHAEL W. KANE, MPA
Deputy Legislative Budget Assistant
(603) 271-3161

State of New Hampshire
OFFICE OF LEGISLATIVE BUDGET ASSISTANT
State House, Room 102
Concord, New Hampshire 03301

RICHARD J. MAHONEY, CPA
Director, Audit Division
(603) 271-2785

June 17, 2014

To Members of the Capital Budget
Overview Committee

The Capital Budget Overview Committee, as established by RSA 17-J, of which you are a member, will hold a regular business meeting on **Tuesday, June 24, 2014, at 10:00 a.m.** in Room 201 of the Legislative Office Building.

Please find attached information to be discussed at this meeting

Sincerely,

A handwritten signature in black ink that reads "Jeffrey A. Pattison".

Jeffrey A. Pattison
Legislative Budget Assistant

JAP/pe
Attachments

CAPITAL BUDGET OVERVIEW COMMITTEE
AGENDA

Tuesday, June 24, 2014 at 10:00 a.m. in Room 201 of the Legislative Office Building

(1) **Acceptance of Minutes** of the minutes of the May 13, 2014 meeting

(2) **Old Business:**

(3) **New Business:**

RSA 21-I:80, I (d), Major Projects:

CAP 14-037 Department of Administrative Services – request approval to utilize the construction management method of contracting to construct a new Marine Patrol Headquarters in Gilford, New Hampshire, as specified in the request dated June 9, 2014

RSA 228:12-a Use of Toll Credits:

CAP 14-031 Department of Transportation – request approval to use \$52,481.22 of Turnpike Toll Credit, based on the \$262,406.09 estimated costs to meet funding match requirements for; the proposed Statewide Study of Rest Areas and Welcome Information Centers, subject to the conditions as specified in the request dated May 1, 2014

CAP 14-035 Department of Transportation – request approval to use \$64,000 of Turnpike Toll Credit, based on total project costs of \$320,000 in federal funds to meet funding match requirements for a Statewide Strategic Transit Assessment study, subject to the conditions as specified in the request dated June 11, 2014

CAP 14-036 Department of Transportation – request approval to use an additional \$48,000 of Turnpike Toll Credit, for Manchester Transit Authority (MTA)'s continued use of Toll Credits to meet funding match requirements for continued operations of bus transit service between the City of Concord and the City of Manchester through at least August 2015, as specified in the request dated June 6, 2014

(4) **Miscellaneous:**

(5) **Informational:**

CAP 14-032 Department of Administrative Services – Administrative Services Public Works Design and Construction's Capital Budget and Maintenance Projects Monthly Report, April 2014

CAP 14-033 Department of Transportation – Chapter 143, Laws of 2013, 04-96-96-960515-30050000-030 footnote – Department's Monthly Equipment Acquisition Plan status report for the period ending April 30, 2014

CAP 14-034 Department of Administrative Services – Administrative Services Public Works Design and Construction’s Capital Budget and Maintenance Projects Monthly Report, May 2014

CAP 14-038 Department of Corrections, jointly with the Department of Administrative Services – Chapter 195:1, IV, Laws of 2013 – Women’s Prison Quarterly Report, July 2014

(6) **Date of Next Meeting and Adjournment:**

CAPITAL BUDGET OVERVIEW COMMITTEE

MINUTES

May 13, 2014

The Capital Budget Overview Committee met on Tuesday, May 13, 2014 at 1:30 p.m. in Room 201 of the Legislative Office Building.

The following members were in attendance:

Representative David Campbell, Chairman
Representative John Cloutier, Clerk
Representative Bernard Benn
Representative John Graham
Representative Ken Weyler
Senator Sylvia Larsen
Senator James Rausch
Senator Nancy Stiles

Representative Campbell called the meeting to order at 1:34 p.m.

ACCEPTANCE OF MINUTES:

On a motion by Representative Graham, seconded by Representative Weyler, that the minutes of the April 15, 2014 meeting be accepted as written. MOTION ADOPTED.

NEW BUSINESS:

RSA 12-A:29-b CANNON MOUNTAIN ADVISORY COMMISSION:

CAP 14-030 Department of Resources and Economic Development – Jeffrey Rose, Commissioner, and John Devivo, General Manager, Cannon Mountain Ski Area and Franconia Notch State Park, Department of Resources and Economic Development presented the request and responded to questions of the Committee. Tom Martin, Business Manager, Department of Resources and Economic Development, was present to respond to questions of the Committee.

On a motion by Senator Rausch, seconded by Representative Cloutier, that the Committee approve the request of the Department of Resources and Economic Development for approval of the recommendation of the Cannon Mountain Advisory Commission to implement the Cannon Mountain Aerial Tramway & Ski Area capital improvement projects to be funded in the amount of \$750,000 by the Cannon Mountain Capital Improvement Fund, as specified in the request dated May 5, 2014. MOTION ADOPTED. (6-Yes, 2-No)

INFORMATIONAL:

CAP 14-025 Department of Administrative Services – Michael Connor, Deputy Commissioner, Department of Administrative Services, presented a status update on the State House Dome Renovation, Repair and Restoration project and responded to questions of the Committee.

MISCELLANEOUS:

CAP 14-011 University System of New Hampshire – Catherine Provencher, Vice-Chancellor of Financial Affairs and Treasurer, University System of New Hampshire, presented the Final Report of the University System of New Hampshire’s Knowledge Economy Education Plan (“KEEP”) capital program and responded to questions of the Committee.

INFORMATIONAL:

CAP 14-027 Department of Corrections – Chapter 195:1, IV, Laws of 2013 – Michael Connor, Deputy Commissioner, Department of Administrative Services, and William McGonagle, Assistant Commissioner, Department of Corrections presented the Women’s Prison Quarterly Report, dated May 2, 2014, and responded to questions of the Committee and further requested Committee approval of the design plan (Exhibit 1). Theodore Kupper, Administrator, Bureau of Public Works, Department of Administrative Services was present to respond to questions of the Committee. Also present to address the Committee was Elliott Berry, Esquire, Managing Attorney, New Hampshire Legal Assistance.

For the record, Deputy Commissioner Connor stated that the next step after design development was to receive a quote from the contractor of a guaranteed maximum price, and if an agreement could not be reached all parties involved could part company.

On a motion by Representative Benn, seconded by Senator Larsen, that pursuant to the provisions of Chapter 195:1, IV, Laws of 2013, on May 13, 2014, that the Committee approve the joint request of the Departments of Corrections and Administrative Services, for approval of the design plan contained in the Department of Corrections Women’s Prison Quarterly Report (CAP 14-027), dated May 2, 2014, identified specifically in said report as Exhibit #1. MOTION ADOPTED.

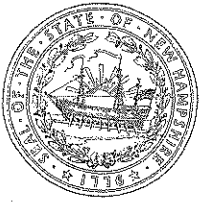
The informational items were accepted and placed on file

DATE OF NEXT MEETING AND ADJOURNMENT:

The next regular meeting of the Capital Budget Overview Committee was set for Tuesday, June 24, 2014 at 10:00 a.m.

On a motion by Representative Weyler, seconded by Senator Rausch, that the meeting adjourn. (Whereupon the meeting adjourned at 2:46 p.m.)

Representative John Cloutier, Clerk



State of New Hampshire

CAP 14-037

DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
25 Capitol Street – Room 120
Concord, New Hampshire 03301

LINDA M. HODGDON
Commissioner
(603) 271-3201

JOSEPH B. BOUCHARD
Assistant Commissioner
(603) 271-3204

June 9, 2014

Representative David Campbell, Chairman
Capital Budget Overview Committee
State House, Room 105
Concord, NH 03301

REQUESTED ACTION

In accordance with RSA 21-1:80, 1(d) the Department of Administrative Services, Bureau of Public Works Design and Construction requests approval to utilize the construction management method of contracting to construct a new Marine Patrol Headquarters in Gilford, New Hampshire.

EXPLANATION

In 2013, the Legislature approved a capital budget request (Chapter 195:2, I. D.) in the amount of \$9,379,313 for design and construction of a new Marine Patrol Headquarters building to replace the existing building in Gilford.

The existing headquarters building has some major structural issues and needs to be replaced in its entirety. The building is located on a small lot that abuts Lake Winnepesaukee. The goal of the project is to begin the actual construction in the spring of 2015 and be completed within one year to minimize the impact to the Marine Patrol Division and the public that they serve. Due to the tight time lines and proximity to Lake Winnepesaukee, the Department of Administrative Services, Bureau of Public Works Design and Construction seeks approval from the capital budget overview committee to solicit proposals for a contract using the construction management method of contracting. This method of contracting utilizes a selection process which allows the State to identify the bidder that is best qualified to handle the unusually difficult conditions that exist on the limited site adjacent to Lake Winnepesaukee.

With a construction management contract and guaranteed maximum price, the contractor will have incentive to work cooperatively with the State's project team to provide the highest value results possible. This will allow the team to control costs and maintain flexibility in addressing unforeseen issues that may be encountered during the project.

Thank you very much for your consideration.

Respectfully Submitted,

Linda M. Hodgdon, Commissioner
Department of Administrative Services



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

May 1, 2014
Bureau of Highway Maintenance

The Honorable David Campbell, Chairman
Capital Budget Overview Committee
State House
Concord, NH 03301

Re: Request for Approval of the Department of Transportation, Toll Credit Match

Dear Chairman Campbell and Honorable Members of the Committee:

Requested Action

Pursuant to the provisions RSA Chapter 228:12-a, Use of Toll Credits, the Department requests the Capital Budget Overview Committee to approve the Department of Transportation's use of Toll Credits to meet funding match requirements for the proposed Statewide Study of Rest Areas and Welcome Information Centers. The estimated cost for this work is \$262,406.09. Based on estimated cost, the maximum amount of Turnpike Toll Credit needed is \$52,481.22.

Explanation

The NHDOT, in consultation with the Department of Resources and Economic Development will be directing this study to assess traveler needs relative to Rest Areas and Welcome Information Centers through the year 2035. This study is intended to inventory and evaluate the overall statewide program and rate these facilities based upon level of priority for public use, with the goal of determining the appropriate number of facilities for New Hampshire along with the appropriate size and location of facilities to support New Hampshire Traveler needs.

Funding is from the annual State Planning and Research (SPR) program, a mandated federal program set aside. Your approval of the above action is respectfully requested.

Sincerely,

Christopher D. Clement, Sr.
Commissioner

PROJECT: Statewide Rest Areas and Welcome Center Study

DESCRIPTION: Detailed planning study for New Hampshire's sixteen (16) state-owned Welcome Information Centers (WIC) (rest areas and welcome centers). This study will assess existing WIC's and recommend the appropriate number, size and location of WIC's that are needed to support New Hampshire traveler needs. Work involved will include assessment of traveler uses and needs, identification of deficiencies and opportunities, and develop improvement options and recommendations to meet future needs of travelers through the year 2035. This study is intended to inventory and evaluate the overall statewide program of public state-owned WIC's facilities in New Hampshire, and rate these facilities based upon level of priorities for public use. The study shall evaluate the distances to alternative public and/or private facilities, the facility's egress and access, adequacy of existing vehicle parking (cars, trucks and buses), safety and security measures, traffic demand (peak and capture rates), site circulation, importance to State tourism promotional function, seasonal use, facility building conditions, facility amenities, structural condition, service to the public, environmental issues, overall quality and image. The study shall consider each facility's potential for revenue generation, restrictions, and assessment of operational costs as to benefits derived from the facility (benefit / cost). This study will involve conducting user interviews/surveys and focus group interviews of specific rest area user groups. This work will include performing traffic forecasts, topographic mapping, environmental site evaluations, identification of traveler needs of each corridor, evaluation of future levels of service and parking, and recommendation of under-utilized facilities. In addition, the study will evaluate future needs of preservation, expansion, and/or new facilities. The Consultant will also be required to assist the Department in the public involvement process.

Services Required: PLAN, CIVL, ENV, TRAF, RDWY

SUMMARY

AECOM	1	1	1	1	1	1			6
CDM Smith	3	3	2	2	2	3			15
CHA	2	2	3	3	3	2			15

EVALUATION OF TECHNICAL PROPOSALS

Rating Considerations	WEIGHT	Scoring of Firms		
		AECOM	CDM Smith	CHA
Comprehension of the Assignment	20%	16	17	16
Clarity of the Proposal	20%	18	17	16
Capacity to Perform in a Timely Manner	20%	18	16	15
Quality & Experience of Project Manager/Team	20%	18	17	17
Previous Performance	10%	9	9	9
Overall Suitability for the Assignment*	10%	9	8	8
Total	100%	93	83	87

*Includes usage, quality and experience of subconsultants proposed and proven experience

- Ranking of Firms:
1. AECOM
 2. ~~CDM Smith~~ CHA
 3. CDM Smith

Rating Considerations	WEIGHT	Scoring of Firms		
		AECOM	CDM Smith	CHA
Comprehension of the Assignment	20%	18	15	16
Clarity of the Proposal	20%	18	15	14
Capacity to Perform in a Timely Manner	20%	17	16	16
Quality & Experience of Project Manager/Team	20%	17	16	17
Previous Performance	10%	9	7	9
Overall Suitability for the Assignment*	10%	9	7	8
Total	100%	88	76	82

*Includes usage, quality and experience of subconsultants proposed and proven experience

- Ranking of Firms:
1. AECOM
 2. CHA
 3. CDM Smith

EVALUATION OF TECHNICAL PROPOSALS (continued)

Rating Considerations	Scoring of Firms			
	WEIGHT	AECOM	CDM Smith	CHA
Comprehension of the Assignment	20%	19	18	17
Clarity of the Proposal	20%	19	18	17
Capacity to Perform in a Timely Manner	20%	18	18	18
Quality & Experience of Project Manager/Team	20%	19	18	18
Previous Performance	10%	8	8	9
Overall Suitability for the Assignment*	10%	10	9	8
Total	100%	93	89	87

*Includes usage, quality and experience of subconsultants proposed and proven experience

- Ranking of Firms:
1. AECOM
 2. CDM Smith
 3. CHA

Rating Considerations	Scoring of Firms			
	WEIGHT	AECOM	CDM Smith	CHA
Comprehension of the Assignment	20%	20	19	17
Clarity of the Proposal	20%	19	19	19
Capacity to Perform in a Timely Manner	20%	19	19	18
Quality & Experience of Project Manager/Team	20%	18	18	18
Previous Performance	10%	9	9	10
Overall Suitability for the Assignment*	10%	10	9	8
Total	100%	95	93	90

*Includes usage, quality and experience of subconsultants proposed and proven experience

- Ranking of Firms:
1. AECOM
 2. CDM Smith
 3. CHA

Rating Considerations	Scoring of Firms			
	WEIGHT	AECOM	CDM Smith	CHA
Comprehension of the Assignment	20%	19	19	18
Clarity of the Proposal	20%	20	20	19
Capacity to Perform in a Timely Manner	20%	19	18	18
Quality & Experience of Project Manager/Team	20%	18	18	16
Previous Performance	10%	10	10	8
Overall Suitability for the Assignment*	10%	9	9	8
Total	100%	95	94	87

*Includes usage, quality and experience of subconsultants proposed and proven experience

- Ranking of Firms:
1. AECOM
 2. CDM Smith
 3. CHA

Rating Considerations	Scoring of Firms			
	WEIGHT	AECOM	CDM Smith	CHA
Comprehension of the Assignment	20%	18	18	16
Clarity of the Proposal	20%	18	14	18
Capacity to Perform in a Timely Manner	20%	18	18	18
Quality & Experience of Project Manager/Team	20%	18	18	16
Previous Performance	10%	8	8	8
Overall Suitability for the Assignment*	10%	10	6	8
Total	100%	90	82	84

*Includes usage, quality and experience of subconsultants proposed and proven experience

- Ranking of Firms:
1. AECOM
 2. CHA
 3. CDM Smith



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

June 11, 2014
Bureau of Rail & Transit

The Honorable David Campbell, Chairman
Capital Budget Overview Committee
State House
Concord, NH 03301

Re: Request for Approval of the Department of Transportation, Toll Credit Match
Statewide Transit Assessment Study

Dear Chairman Campbell and Honorable Members of the Committee:

Requested Action

Pursuant to the provisions Chapter 228:12-a, Use of Toll Credits, the New Hampshire Department of Transportation (NHDOT) requests the Capital Budget Overview Committee approve the Department's use of Toll Credits to meet funding match requirements for a Statewide Strategic Transit Assessment study. As the total project costs are \$320,000 in federal funds requiring a 20% match, the use of \$64,000 in Toll Credit match is requested.

FUNDING SOURCE	FEDERAL	TOLL
FY2015	AMOUNT	CREDITS
	FY2015	FY2015
04-096-096-962015-3036	\$120,000	\$24,000
04-096-096-962015-2944	\$200,000	\$40,000
TOTAL	\$320,000	\$64,000

Explanation

The Bureau of Rail & Transit developed a scope of work for a proposed Statewide Strategic Transit Assessment study to inventory and assess the needs of NH's public transit systems and intercity bus transportation network, with the primary focus on transit systems that are funded with Federal Transit Administration (FTA) funds administered under contract by the Department or funded directly with FTA funds. The study would also identify statewide transit gaps and needs, evaluate the overall statewide transit system for new routes and transit services, and identify opportunities for improved interconnectivity within the statewide and regional transit network. The entire study is estimated to cost \$320,000.

The Bureau of Rail & Transit applied for Statewide Planning & Research (SPR) Special Studies grant funding and was competitively awarded \$120,000 of Federal Highway Administration (FHWA) Statewide Planning & Research (SPR) funding for the research components of the project. The Bureau was asked to identify the balance of the project funding, for the planning components, and has subsequently identified \$200,000 of available Federal Transit Administration (FTA) planning funds. Both SPR and FTA planning funds require a 20% non-federal match, for which the \$64,000 of toll credits has been requested.

The Statewide Strategic Transit Assessment study is widely supported by rural, urban, intercity and private commuter bus operators statewide. The study will include task such as:

- Inventory of NH's existing public transportation services (local, regional, and statewide), public transit vehicles, and transit capital infrastructure
- Summary of Department-managed FTA transit programs to include an evaluation of the adequacy of Department staffing and funding to meet existing and future State and FTA program requirements
- Coordination with the NH Planning Commissions, State and Regional Coordinating Councils, and public transportation stakeholders to identify local, regional, and statewide issues and future concerns related to transit services
- Identification of existing and forecast demands for statewide transit services, vehicles and infrastructure to include the prioritization and projected funding for existing and expanded services, for replacement and additional vehicles, and for the maintenance of existing and the construction of new transit facilities.
- Evaluation of the current viability and the projected sustainability of the statewide transit system to include any future increases or decrease in the level of transit services, in the size of the transit vehicle fleet, and the amount of transit facilities
- Establishment of Performance Measures to continually evaluate the effectiveness and efficiency of the statewide transit system
- Proposal of scoring matrices, including performance measurement, for use in evaluating grant submissions for each FTA formula program
- Analysis related to integration of existing and new technologies and systems to improve the effectiveness of public transportation in NH, including cross-ticketing
- Evaluation of the State's system of "Park & Ride" lots to include existing inventory, forecasted needs, expansion priorities, and funding requirements for increases in capacity and for overall system sustainability

Funds for this agreement are available in the Department's operating budget and are included in the Statewide Transportation Improvement Program (STIP).

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.
Commissioner

NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION
BUREAU OF MATERIALS & RESEARCH
FY 2014-2015 SPR RESEARCH PROGRAM

15680T – Statewide Strategic Transit Assessment Study

The State of NH has never conducted a comprehensive "Statewide Strategic Transit Assessment Study" and has not conducted an official "Intercity Bus & Intermodal Needs Assessment" since 2003. With limited federal and state dollars and mounting federal consultation and certification requirements, having a third-party Statewide Transit Needs Assessment conducted would assist the Department with long-term planning by assisting with funding projections and would help provide a statewide context and understanding of potential transit expansion priorities and capital/facility needs. Such a study would help the Department meet the Federal requirement under Title 49 U.S.C. 5311(f) to consult with intercity bus providers and ensure their needs are adequately met, which must be demonstrated through an assessment of statewide intercity mobility needs no more than four years before the date of the certification.

This research will assist the Bureau of Rail & Transit by prioritizing future expansion corridors and projects and helping to shape RFPs or CMAQ applications submitted on behalf of the Department. The study will also assist Department staff involved in constructing new intermodal facilities (bus terminals and/or park & ride lots) through a reliable transit-related needs assessment to substantiate or help with prioritization of projects.

The Bureau of Rail and Transit presented this problem statement to the NHDOT Research Advisory Council (RAC) in April 2013. A preliminary budget of \$300,000 was estimated for the project. Following the presentation, the RAC discussed other potential funding sources since it was estimated that only 40% of the needs assessment involved research. A motion was made and approved to revise the requested budget from Research funds to \$120,000. It is anticipated that contracted services will be utilized for the research.



June 9, 2014

The Honorable David Campbell, Chairman
Capital Budget Overview Committee
State House
Concord, NH 03301

Dear Chairman Campbell and Honorable Members of the Committee:

I write to you in support of the New Hampshire Department of Transportation (NHDOT)'s request to use toll credits for the Statewide Strategic Transit Assessment Study.

An assessment by a third-party consultant to evaluate the effectiveness of the existing local and intercity transit services in New Hampshire and to identify any gaps in the current transit network is long overdue. A review of the park & rides that currently support transit services and any additional facilities required to support future transit needs is also part of the study.

Other modes of transportation have had similar statewide assessments in recent years which has led to more strategic decision-making and an improved long-term planning process. These assessments also allow NHDOT, the regional planning commissions, and other transportation stakeholders to more efficiently develop multi-modal strategies in the planning process.

Too often in New Hampshire, public policy issues are approached in a stove-piped manner that does not allow for a global view of the needs of the State and the steps required to address those needs. A comparison of these statewide assessments of the various modes of transportation will allow policymakers and stakeholders to identify overlaps in needs which should ultimately result in less duplication of services. It will also improve connectivity and system performance in New Hampshire's transportation network. All of this adds up to a better experience for the users and savings for the taxpayers.

On behalf of the three intercity bus services in our family of companies, we support NHDOT's effort to review New Hampshire's current transit network and identify any gaps in service and the State's long-term needs. We ask you to approve the use of toll credits to for the study.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Sanborn".

Mark Sanborn
Director of Government Relations and Corporate Development



125 Airport Road
Concord, NH 03301
www.TransportNH.org
Google Voice: 802-266-0566
RLHarris@TransportNH.org

11 June 2014

The Honorable David Campbell, Chairman
Capital Budget Overview Committee
State House
Concord, NH 03301

Dear Chairman Campbell and Honorable Members of the Committee:

I am writing in support of the New Hampshire Department of Transportation's request to use toll credits to partially fund a Statewide Strategic Transit Assessment Study. This study, conducted by a third-party consultant, will identify statewide transit gaps and needs, evaluate the overall transit system and services, and identify opportunities for improvement.

As a state that no longer has the wind at our back economically, we need to be more strategic in our public investments. If we are to face the economic risks posed by demographic shifts and the increasing costs of health care, energy and transportation in the coming decades, we must take stock of our current assets, and evaluate their ability to meet our state's needs in the future.

Unlike our other modes of transportation, there has never been a comprehensive statewide transit study. This hampers our ability to put resources where they will do the most good.

It is important for policy makers and state agencies to work together to unify transportation planning and investment with broader state goals and actions, and to integrate planning and investment decision-making across all transportation modes, facilities and services. This transit study will provide needed data for such planning.

Transport NH leads a network of organizations across interest sectors and geography, all working to create a balanced, well-maintained transportation system that drives a vibrant New Hampshire economy and supports healthy people, healthy communities and a healthy environment. We ask that you approve the use of toll credits for this study to go forward.

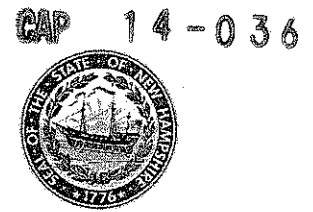
Sincerely,

A handwritten signature in black ink, appearing to read "Rebecca Harris", with a long horizontal flourish extending to the right.

Rebecca Harris, Director



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

June 6, 2014
Bureau of Rail & Transit

The Honorable David Campbell, Chairman
Capital Budget Overview Committee
State House
Concord, NH 03301

Re: Request for Approval of the Manchester Transit Authority, Toll Credit Match

Dear Chairman Campbell and Honorable Members of the Committee:

Requested Action

Pursuant to the provisions Chapter 228:12-a, Use of Toll Credits, the New Hampshire Department of Transportation (NHDOT), on behalf of State Senator Sylvia Larsen and State Senator David Boutin, requests the Capital Budget Overview Committee approve the Manchester Transit Authority (MTA)'s use of Toll Credits to meet funding match requirements for continued operations of bus transit service between the City of Concord and the City of Manchester. As the current Toll Credit allocation is expected to last MTA through August 2014, an additional \$48,000 in Toll Credit match is requested for continued operations through at least August 2015.

Explanation

The MTA is currently operating a bus transit service between Concord and Manchester with stops at Stickney Ave and the State House in Concord, and the Radisson/Veteran's Park in Manchester. The service was launched in July 2013 and coincided with a transit feasibility study of the Concord-Manchester corridor conducted by the Southern and Central NH Regional Planning Commissions. The study has since been finalized and concluded: "The analysis of demographic, employment, and survey data has demonstrated the existence of a market for transit service between Concord and Manchester." The study also determined that service to the Manchester-Boston Regional Airport was not viable and that the focus should be on connecting the two downtowns and serving commuters.

The study's analysis mirrored what MTA was experiencing for ridership during its first six months of operation; that a downtown-to-downtown connection was warranted and that Concord to Manchester-Boston Regional Airport service was lower than anticipated. Consequently, on February 10, 2014, MTA implemented a revised pilot service that added the State House stop and reduced weekday trips from twelve to seven, but added three Saturday trips. The schedule implemented in February 2014

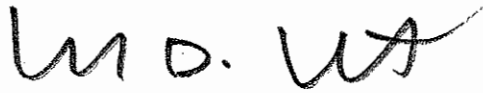
transitioned the MTA route from having an airport connector focus to a commuter service connecting downtown Concord with downtown Manchester. The revised service still allows for connections to the Manchester-Boston Regional Airport. The extension of the revised pilot service will require additional time for the Department to evaluate long-term options for the Concord-Manchester corridor.

The Toll Credit amount of \$48,000 is based on the Federal Transit Administration's required 50% match for operational expenditures, estimated by MTA to be \$96,000 for the extended pilot period.

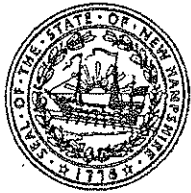
Please see the attached letter from Senators Larsen and Boutin regarding this use of Toll Credits.

Your approval of this resolution is respectfully requested.

Sincerely,

Handwritten signature in black ink, appearing to read "C.D. Clement, Sr." with a stylized flourish at the end.

Christopher D. Clement, Sr.
Commissioner



The Senate of the State of New Hampshire

107 North Main Street, Concord, N.H. 03301-4951

May 7, 2014

Commissioner Christopher Clement
NH Dept. of Transportation
7 Hazen Drive
Concord, NH 03301

Dear Commissioner Clement:

We are writing to ask that you request, and the Capital Budget Overview Committee approve, the Manchester Transit Authority (MTA)'s use of Toll Credits to meet funding requirements for continued operations of bus service between the City of Concord and the City of Manchester.

We understand that the State has a compelling interest in using Toll Credits judiciously and sparingly. Toll Credits are a valuable strategic economic resource for the State and have been heavily used by the NH Department of Transportation (NHDOT) as the match to the State's federal apportionment for highway and transit programmatic funding in recent years. Failure to preserve sufficient Toll Credits could severely limit New Hampshire's ability to use federal transportation funding and ultimately to invest in the State's infrastructure and transportation network.

Even though the MTA's bus service is not an NHDOT-sponsored service at this time, we believe that continuing to use Toll Credits to support this proposal for an extended trial service is beneficial and justified for the following three reasons:

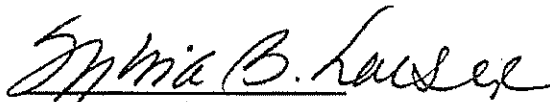
1. Service Supported by Feasibility Study – The Southern New Hampshire and Central New Hampshire Regional Planning Commissions commissioned a "Concord-Manchester Transit Feasibility Study" that was conducted by Steadman Hill Consulting and finalized in March 2014. The study's purpose was to provide an analysis regarding the service's potential for long-term viability. The study concluded that: "The analysis of demographic, employment, and survey data has demonstrated the existence of a market for transit service between Concord and Manchester."

2. The Use of Toll Credits Shall be Limited to a Specific Duration of Time – This request is for a short-term service that leverages other federal funds to meet an identified transportation need while providing the time to evaluate a long-term service. The \$96,000 in federal funds will provide funding to operate the service through August 2015. During this extended trial period, NHDOT will continue to review the study, as well as MTA's ridership figures, to further evaluate how to best implement the service in order to ensure its long-term success.

3. The Service Demonstrates a Regional Impact – The service operates between the intercity terminal at Stickney Ave in Concord, the State House in downtown Concord, and Veteran's Park in downtown Manchester. Thus, while the service is primarily designed to provide connectivity for commuters between New Hampshire's largest and third-largest cities, it also provides connections to Manchester-Boston Regional Airport, Nashua, the Lakes Region, and into the North Country.

We ask that you submit the formal request to the Capital Budget Overview Committee for the use of Toll Credits to meet funding match requirements for this valuable, temporary service that thousands of New Hampshire residents have already come to rely upon, and which advances our goal of increasing connectivity in our transportation network.

Sincerely,



Senator Sylvia B. Larsen
District 15



Senator David R. Boutin
District 16

Concord-Manchester Express: MTA's Route 4 Service

2013	Total Pax	Days of Service		Total Trips per Month*	Average # of Pax per Trip
		M-F	Sat.		
July	695	22		264	2.6
August	932	22		264	3.5
September	984	20		240	4.1
October	1168	22		264	4.4
November	881	19		209	4.2
December	846	21		231	3.7
2014					
January	792	21		231	3.4
February	546	19	2	159	3.4
March	606	21	5	162	3.7
April	847	22	4	166	5.1
TOTAL	8297	220		2190	3.8

*Note: On February 10, 2014, Monday through Friday service was changed from 11 roundtrips daily to 7 and Saturday service was added with 3 roundtrips daily.



MTA Manchester-Concord Express Bus Service
Service description and budget

The Manchester Transit Authority (MTA) began a pilot program with support from toll credits approved for the project in July of 2013. Initially, the service was designed to connect Concord with the Manchester Boston Regional Airport (MBRA) with a stop in downtown Manchester. Service operated twelve (12) round trips Monday-Friday, with seven (7) of the trips passing through Veterans Park in Downtown Manchester and five (5) operating non-stop between MHT and Concord. There was no weekend service. Passengers were required to have an MTA day pass, currently available on the bus for \$4.00. Additionally, passengers 65 years of age or older as well as those with a valid Medicare or MTA Half Fare ID card are able to purchase day passes for \$2.00 consistent with Federal Transit Administration guidelines.

In recognition of added parking, administrative, and maintenance costs for Concord Coachlines, MTA pays an access fee of \$1.00 for each trip for which the day pass was purchased in Concord at Stickney Ave. The access fee is paid to Concord Coachlines directly and is not assessed for trips for which the day pass was purchased in Manchester or at the State House as those passengers are not parking or consuming services at the Stickney Avenue Park and Ride.

By February of 2014, it was apparent that the demand for service to MBRA was just not sufficient to warrant continuation of the pilot program in its current form. MTA did not want to waste the funding just because it was available. We used data derived from ridership figures as well as survey data collected as part of the corridor study and determined that a better market for unmet transit need existed between the two downtowns. With this in mind, MTA revised the schedule to focus on commuters accessing jobs in the two downtown areas effective February 10, 2014.

Manchester Depart Radisson	Concord (Stickney Ave)	Concord (Statehouse)	Manchester Arrive Radisson
5:30	5:55	6:00	6:25
6:30	6:55	7:00	7:25
7:30	7:55	8:00	8:25
11:30	11:55	12:00	12:25
16:30	16:55	17:00	17:25
17:30	17:55	18:00	18:25
18:30	18:55	19:00	19:25

MTA has also added three (3) round trips on Saturdays, departing Manchester at 10:00, 12:30, and 16:30. The vast majority of trips connect directly with MTA Route #3, which serves MBRA so that passengers coming from Concord can continue out to the airport, often without even having to switch buses.

I am pleased to share with you that the early indications are very positive! As a result of the current service offering seven (7) round trips per weekday as opposed to the original twelve (12) round trips, comparing gross ridership figures can be misleading. The valuable comparison is the figure of passengers per trip as this accounts for the variable in trip frequency and illustrates the productivity of the service.

Month	Passengers per Trip
July 2013	2.6
August 2013	3.5
September 2013	4.1
October 2013	4.4
November 2013	4.2
December 2013	3.7
January 2014	3.4
February 2014* <i>Service changed 2/10</i>	3.4
March 2014	3.7
April 2014	5.1
May 2014	5.2

As you can see, efficiency has increased to the highest levels of the project during the last two months. Our goal has been 7.0 passengers per trip, which I believe is achievable through the new focus on job access and downtown connections. MTA is now seeking an extension of the original pilot program for an additional year in order to continue working with community stakeholders on further improvements to the service that can be made. With significant cost savings included in our new labor contract effective July 1st, 2014 and a more refined project scope, the required toll credit match for a second year of the project is just over half of the cost of the original project. Current funding available will last through this summer, at a minimum, and therefore MTA is requesting \$48,000 in toll credit match for use in extending the project until at least August 31, 2015.

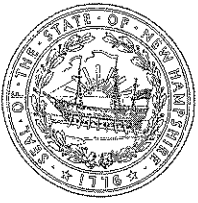
Budget Detail

Service provided on 7 trips per weekday, 5 days per week, 52 weeks per year = **1,820 trips**. An additional 3 trips per Saturday, 52 weeks per year = **156 trips**. **Total annual trips = 1,976.**

Driver labor & burden @ \$38.20 per trip	\$75,483
Fuel & Maintenance @ \$9.17 per trip (25 cents per mile)	\$18,113
Other expenses (insurance, schedules & passes)	<u>\$2,404</u>
	\$96,000

MTA has available Federal Transit Administration Section 5307 funding that will match the toll credits at a 50/50 ratio yielding a required toll credit authorization of **\$48,000**.

MTA will work with NHDOT during the extension to develop a long term funding plan so that steps may be taken in order to ensure service continuity.



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
25 Capitol Street – Room 120
Concord, New Hampshire 03301

CAP 14-032

LINDA M. HODGDON
Commissioner
(603) 271-3201

JOSEPH B. BOUCHARD
Assistant Commissioner
(603) 271-3204

May 8, 2014

The Honorable David Campbell, Chairman
Capital Budget Overview Committee
State House
Concord, N H 03301

Attn: Office of Legislative Budget Assistant
State House, Room 102

Re: **ADMINISTRATIVE SERVICES' PUBLIC WORKS DESIGN AND
CONSTRUCTION'S CAPITAL BUDGET AND MAINTENANCE
PROJECTS MONTHLY REPORT APRIL 2014**

Dear Chairman Campbell,

Please find transmitted herewith the Administrative Services', Bureau of Public Works Design and Construction's monthly summary of Capital Budget and Maintenance Projects, which were advertised, bid, and completed/finalized during the month of April 2014.

Sincerely,

Linda M. Hodgdon,
Commissioner

Administrative Services
Public Works Design and Construction
Monthly Summary of Projects
Finaled

April 2014

<u>Town</u>	<u>ProjectNumber</u>	<u>Project Title/Agency</u>	<u>Final Date</u>	<u>Final Amount</u>
Concord	80618R-B	Bldg. A and H (USPFO) Roof Top Unit (RTU) Replacement Design. 12 - Adjutant General	4/7/2014	\$197,111.43

Administrative Services
Public Works Design and Construction
Monthly Summary of Projects
Advertised

April 2014

Town	Project Number	Project Title/Agency	Ad Date
Brentwood	80745-A	Rockingham County Courthouse Roof Replace & Cooling Tower. 14 - Administrative Services	4/29/2014
Nashua	80775R-A	Store 69 Extended Parking. 77 - Liquor Commission	4/1/2014
Sargent's Purchase	80755-B	Sherman Adams Building Entrance Replacement. 35 - Dept of Resources & Economic Development	4/1/2014
Statewide	80747-C	State House Annex, Archives, Concord Courthouse Roof Repairs 14 - Administrative Services	4/15/2014

Administrative Services
Public Works Design and Construction
Monthly Summary of Projects
Bid

April 2014

Town	ProjectNumber	Project Title/Agency	Bid Date	Estimate	BidAmount
Concord	80749-B	Legislative Office Building Elevator Upgrade 14 - Administrative Services	4/9/2014	\$320,000.00	\$424,400.00
	80774R-A	Automotive Roof Repair. 23 – Safety	4/9/2014	\$40,000.00	\$34,260.00
Manchester	80744R-A	Manchester Readiness Center Bldg. Sustainment. 12 - Adjutant General	4/1/2014	\$1,215,843.00	\$1,208,400.00
Nashua	80775R-A	Store 69 Extended Parking. 77 - Liquor Commission	4/22/2014	\$52,000.00	\$46,695.00
Sargent's	80755-B	Sherman Adams Building Entrance Replacement. 35 – Resources and Economic Dev.	4/30/2014	\$380,000.00	\$496,630.00

Administrative Services
 Public Works Design and Construction
 Monthly Summary of Projects
 Finaled

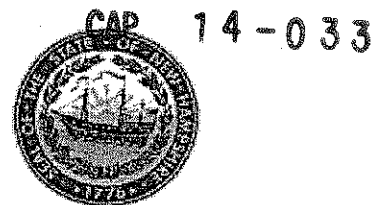
April 2014

Town	Project Number	Project Title/Agency	Final Date	Final Amount
Concord	80618R-B	Bldg. A and H (USPFO) Roof Top Unit (RTU) Replacement Design. 12 - Adjutant General	4/7/2014	\$197,111.43

This project consisted of furnishing all construction services necessary and required to complete the demolition, removal and replacement of two packaged rooftop units; split-system air conditioning units; and a packaged direct fired unit at Buildings A and H at the New Hampshire Army National Guard facility in Concord, New Hampshire. Also included, as part of this work was the associated duct cleaning, all associated testing and balancing, all required electrical work, and all associated control interfaces to the existing building management systems, and required piping to make completely functional systems.



THE STATE OF NEW
HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

Bureau of Mechanical Services
May 15, 2014

The Honorable David Campbell, Chairman
Capital Budget Overview Committee
State House
Concord, New Hampshire 03301

Informational Item

In accordance with Chapter 143, Laws of 2013, 04-96-96-960515-30050000-030 footnote, attached is the Department's Monthly Equipment Acquisition Plan status report for the period ending April 30, 2014, which is submitted for review by the Capital Budget Overview Committee.

Explanation

Chapter 143, Laws of 2013, 04-96-96-960515-30050000-030 footnote reads as follows: "This appropriation shall not be expended, encumbered or obligated in any way until such time as the Department of Transportation has developed an acquisition plan and received the approval of such plan from both the Capital Budget Overview Committee and the Governor and Council. The Department of Transportation shall submit monthly a status report of the plan to the Capital Budget Overview Committee and the Governor and Council for review both during and between legislative sessions."

Sincerely,

Christopher D. Clement, Sr.
Commissioner

State of New Hampshire
Department of Transportation
Bureau of Mechanical Services

Equipment Acquisition Plan Status Report
Fiscal Year 2014

April 2014

Prepared by:
Michael P. Walsh II
Assistant Administrator

Submitted by:
Christopher D. Clement, Sr.
Commissioner

Department of Transportation
Bureau of Mechanical Services
Equipment Acquisition Plan Status Report

Fleet Purchasing Process

Chapter 143 Laws of 2013, 04-96-96-960515-30050000-030, footnote requires the Department to develop an Equipment Acquisition Plan and receive approval from both the Capital Budget Overview Committee and the Governor and Council before purchasing any new or replacement equipment. This Chapter also requires NHDOT, Bureau of Mechanical Services to submit a monthly status report of the plan to the Capital Budget Overview Committee and the Governor and Council. This document serves as the **April 2014, Status Report**.

The Department purchases replacement equipment and vehicles in five distinct and separate phases throughout a given fiscal year:

Phase I - Approval Process: The Department reviews the fleet to prioritize replacement needs considering equipment condition, age, and usage. Based on the needs identified and the available budget, the Department identifies the pieces to be replaced and prepares the Equipment Acquisition Plan. The Department then submits the plan to the Capital Budget Overview Committee and the Governor and Council for approval prior to expending Class 30 – Equipment New/Replacement funding as appropriated.

Phase II - Bid & Award: Once the Acquisition Plan is approved the Department works with Administrative Services to prepare a bid package that includes equipment and vehicle specifications and options. When the documents are complete Administrative Services advertises and receives bids, determines the low bidder and executes a notice of contract.

Phase III - Financial Evaluation: The Department compares the contract costs to the estimated costs. Minor quantity adjustments may be made to adjust for actual vs. estimated costs, equipment failure or other factors.

Phase IV – Purchasing: Purchasing is initiated based on the financial evaluation. Priority is given to purchasing the major units and equipment. Remaining funds may be used to purchase necessary miscellaneous shop equipment.

Phase V - Reporting: The Department submits this monthly status report to both the Capital Budget Overview Committee and the Governor and Council. The Attachment to this report shows items to be purchased, planned quantity, planned cost and the planned total that were shown and approved in the Equipment Acquisition Plan. The attachment also shows the actual purchased quantity, the actual bid price, the actual total cost and the date purchased.

Bureau of Mechanical Services
Fiscal Year 2014 Equipment Acquisition Status Report
April 2014

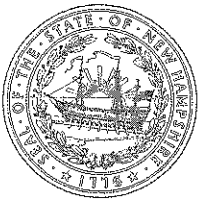
Attachment	Plan as approved by CBOC and G&C			Actual Purchase Information adjusted based on Bids				Notes
	ITEM	Planned Quantity	Planned Unit Cost	Planned Total	Purchased Quantity	Bid Price Including Options	Total Cost	
3-5 Ton Cab & Chassis	15	\$94,000	\$1,410,000	12	\$92,269	\$1,107,228	1/8/2014	
				3	\$91,769	\$275,307	1/8/2014	
4/6 C.Y. Dump Bodies**	15	\$11,000	\$165,000	29	\$10,177	\$295,133	3/3/2014	
Hydraulic Systems - Single Wing	0	\$15,000	\$0	12	\$15,249	\$182,988	2/10/2014	
Hydraulic Systems - Double Wing	15	\$21,500	\$322,500	3	\$21,499	\$64,497	2/10/2014	
6 C.Y. Load Covers	15	\$1,000	\$15,000	29	\$750	\$21,750	2/11/2014	
5 C.Y. Hydraulic Spreaders	0	\$10,500	\$0		\$11,199			B
Diagnostic Equipment/Software	1	\$46,000	\$46,000			\$0		
3-5 Ton Cab & Chassis-Used				2		\$16,000	10/24/2013	A
Tandem Cab & Chassis	0	\$118,000	\$0		\$124,673	\$0		B
10/12 C.Y. Dump Bodies***	0	\$13,500	\$0			\$0		
11 C.Y. Hydraulic Spreaders	0	\$13,500	\$0		\$13,999			B
Hydraulic Systems - Single Wing	0	\$15,000	\$0					
Hydraulic Systems - Double Wing	0	\$21,500	\$0					
12 C.Y. Load Covers	0	\$1,000	\$0			\$0		
Diagnostic Equipment/Software	0	\$0	\$0					
3/4 Ton Extended Cab Pickups-New	24	\$22,000	\$528,000	24	\$21,570	\$517,680	1/17/2014	
3/4 Ton Extended Cab Pickups-Used	0	\$0	\$0	2		\$7,000	10/24/2013	A
3/4 Ton Extended Cab Pickup/service body-Used				1		\$3,000	2/3/2014	A
Miscellaneous Fleet Repair Equipment	1	\$13,500	\$13,500					
10 Ton Floor jacks				3	\$2,808	\$8,424	3/24/2014	
Paint Spray Guns				2	\$425	\$850	3/24/2014	
			Total:			Total:		
			\$2,500,000			\$2,499,857		

Budget	
Class 30 Appropriation	\$2,500,000
Total expenditures to Date	\$2,499,857
Available Balance	\$143

A = Purchased used equipment from NHDOT-Turnpikes
B = Bids have been received
C = Requisitions have been processed

** 4/6 CY is industry standard dump body size for 6 wheel truck
*** 10/12 CY is industry standard size for 10 wheel truck

* **Bold** indicates current Month's Reporting
No activity in the month of April 2014



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
25 Capitol Street – Room 120
Concord, New Hampshire 03301

CAP 14-034

LINDA M. HODGDON
Commissioner
(603) 271-3201

JOSEPH B. BOUCHARD
Assistant Commissioner
(603) 271-3204

June 3, 2014

The Honorable David Campbell, Chairman
Capital Budget Overview Committee
State House
Concord, N H 03301

Attn: Office of Legislative Budget Assistant
State House, Room 102

Re: **ADMINISTRATIVE SERVICES' PUBLIC WORKS DESIGN AND
CONSTRUCTION'S CAPITAL BUDGET AND MAINTENANCE
PROJECTS MONTHLY REPORT MAY 2014**

Dear Chairman Campbell,

Please find transmitted herewith the Administrative Services', Bureau of Public Works Design and Construction's monthly summary of Capital Budget and Maintenance Projects, which were advertised, bid, and completed/finalized during the month of May 2014.

Sincerely,

Linda M. Hodgdon,
Commissioner

LMH/mkl
Encl.

cc: Michael P. Connor, Director
Theodore Kupper, Administrator, Bureau of Public Works Design and Construction

Administrative Services
 Public Works Design and Construction
 Monthly Summary of Projects
 Advertised

May 2014

Town	Project Number	Project Title/Agency	Ad Date
Brentwood	80745-B	Rockingham County Courthouse Roof Replace & Cooling Tower. 14 - Administrative Services	5/27/2014
Center Strafford	80784R-A	Center Strafford DFAC Renovations. 12 - Adjutant General	5/27/2014
Concord	80738R-B	DMV Standby Generator Replacement Hazen & Dover/Walkway 23 - Safety	5/6/2014
	80751-B	APS Safety & Security Upgrades/10 Bed Admitting/Discharge Suite. 94 - N.H. Hospital	5/20/2014
	80752R-A	JOMB Data Center HVAC & UPS Replacement DOT Proj #27933, DOT Project Mgr: Gail Hambleton]	5/13/2014
	80756-A	Record Center Shelving Replacement. 32 - Secretary of State	5/29/2014
	80787R-A	Police Standards Roof Repair. 23 - Safety	5/27/2014
Manchester	80744R-A	Re-Bid Manchester Readiness Center Building Renovations 12 - Adjutant General	5/13/2014

Administrative Services
Public Works Design and Construction
Monthly Summary of Projects
Bid

May 2014

Town	ProjectNumber	Project Title/Agency	Bid Date	Estimate	BidAmount
Concord	80738R-B	DMV Standby Generator Replacement Hazen & Dover/Walkway 23 - Safety	5/28/2014	\$430,000.00	\$495,000.00
Statewide	80747-C	State House Annex, Archives, Concord Courthouse Roof Repairs 14 - Administrative Services	5/7/2014	\$1,119,850.00	\$704,500.00

Administrative Services
Public Works Design and Construction
Monthly Summary of Projects
Finaled

May 2014

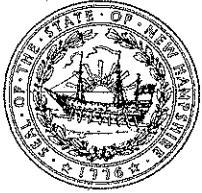
Town	ProjectNumber	Project Title/Agency	Final Date	Final Amount
Bethlehem	80703R-A	Low-Bid Design-Build Fire Training Facility (Consultant) 23 - Safety	5/8/2014	\$14,075.00
Concord	80651R-B	TMC Equipment Room Upgrade to Data Center. [DOT Proj Mgr: Gail Hambleton - DOT Proj #16428]	5/28/2014	\$484,696.13
	80675R-A	HVAC Engineering Analysis (Smokey Bear Blvd) - Consultant 23 - Safety	5/2/2014	\$96,472.59
	80765-A	Roof Top Satellite - 29 Hazen Drive (Consultant)	5/29/2014	\$1,192.75
	80779R-A	Retro-commissioning and Training - DOT Materials & Research Building.(Consultant) 2 - Office of Energy & Planning	5/27/2014	\$24,349.94
Gilford	80772-A	Marine Patrol Property Acquisition - Gilford (Consultnat). 23 - Safety	5/13/2014	\$12,302.41
Milford	80594R-A	Milford RC Addition (Design Only - Consultant). 12 - Adjutant General	5/9/2014	\$132,472.25
Portsmouth	80707R-A	Emergency Generator Evaluation/Design (Consultant) 44 - Environmental Services	5/8/2014	\$10,266.54
Tilton	80763-A	Mold Remediation Repairs 43 - NH Veterans' Home	5/16/2014	\$56,221.90

Administrative Services
Public Works Design and Construction
Monthly Summary of Projects
Finalled

May 2014

Town	Project Number	Project Title/Agency	Final Date	Final Amount
Bethlehem	80703R-A	Low-Bid Design-Build Fire Training Facility (Consultant) 23 – Safety Site Plan Design and Permitting Package Preparation.	5/8/2014	\$ 14,075.00
Concord	80651R-B	TMC Equipment Room Upgrade to Data Center 96 – Transportation Engineering Design Services for the TMC Equipment Room upgrade.	5/28/2014	\$484,696.13
	80675R-A	HVAC Engineering Analysis (Smokey Bear Blvd) (Consultant) 23 – Safety Retro-Commissioning (RCx) and HVAC Study, Safety Buildings, Concord.	5/2/2014	\$ 96,472.59
	80765-A	Roof Top Satellite - 29 Hazen Drive (Consultant) 44- Environmental Services Feasibility Study for roof replacement of new satellite dish at the DHHS building – 29 Hazen Drive.	5/29/2014	\$ 1,192.75
	80779R-A	Retro-commissioning and Training - DOT Materials & Research Building (Consultant) 2 - Office of Energy & Planning Retro-commissioning for the DOT Materials and Research Building.	5/27/2014	\$ 24,349.94
Gilford	80772-A	Marine Patrol Property Acquisition - Gilford. (Consultant) 23 – Safety Phase I Environmental Assessment for 17 Dock Road, Gilford.	5/13/2014	\$ 12,302.41

Town	Project Number	Project Title/Agency	Final Date	Final Amount
Milford	80594R-A	Milford RC Addition (Design Only - Consultant) 12 - Adjutant General	5/9/2014	\$132,472.25
		Design of Expansion and renovation to the NHARNG (NH Army National Guard) Milford Readiness Center, including planning, design, development of construction documents and site survey.		
Portsmouth	80707R-A	Emergency Generator Evaluation/Design (Consultant) 44 - Environmental Services	5/8/2014	\$ 10,266.54
		Electrical Engineering, Study and design of standby Power System for 222 International Drive, Portsmouth.		
Tilton	80763-A	Mold Remediation Repairs 43 - NH Veterans' Home	5/16/2014	\$ 56,221.90
		This project included construction and renovation to existing room finishes at the group toilet facility and adjacent offices on two levels of the Ledu Wing by renovating the existing foundation wall at lower interior ramp with new waterproof system and wall finishes. The contractor also installed new flooring material, corrected the floor slope at floor drains, replaced the rotted metal studs, wall partitions and installed new gypsum board and finishes. The contractor also installed a new workstation counter at the existing workroom/office.		



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
OFFICE OF THE COMMISSIONER

P.O. BOX 1806
CONCORD, NH 03302-1806
603-271-5603 FAX: 603-271-5643
TDD Access: 1-800-735-2964
www.nh.gov/nhdoc

CAP 14-038

William L. Wrenn
Commissioner

William G. McGonagle
Assistant Commissioner

June 13, 2014

The Honorable David Campbell, Chairman
Capital Budget Overview Committee
State House
Concord, NH 03301

Attn: Office of Legislative Budget Assistance
State House, Room 102

RE: WOMEN'S PRISON QUARTERLY REPORT – JULY 2014

Dear Chairman Campbell:

In accordance with NH Laws of 2013, Chapter 195:1, IV, enclosed please find a copy of the July 2014 Quarterly Report for the Women's Prison project. The facility's conceptual design stage of development has been completed and represents what we believe meets the Department of Corrections' obligations to parity, operational efficiency and the effective treatment of New Hampshire's female offenders. SMRT and Gilbane Construction have begun the Design Development phase with work on Construction Documents to follow. The most recent cost estimates for this conceptual design are broken out for you in the attached report. These estimates will continue to evolve and become increasingly firm as the bid process moves forward.

We wish to acknowledge the continuing effort by SMRT. They have produced eight versions of the facility design throughout this iterative process, often on very short time lines. They have also developed several site plans as the conceptual designs have progressed. Gilbane Construction has added valuable input to this process.

A Ground Breaking ceremony for the New Hampshire Correctional Facility for Women project has been scheduled for August 18, 2014 at 10:00 AM. While this process has not been easy, we believe the project is moving forward on a positive track.

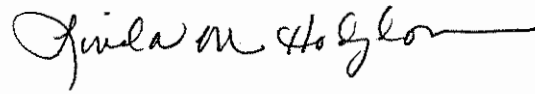
Thank you for your continued support with this project. Please feel free to contact Assistant Commissioner William McGonagle at 271-5562 if you have any questions.

Sincerely,



William L. Wrenn,
Commissioner

Sincerely,



Linda M. Hodgdon
Commissioner

Enclosures

Cc: Michael Connor, DAS Deputy Commissioner
William McGonagle, DOC Assistant Commissioner

Women's Prison Quarterly Report
Chapter 195:1, IV, 2013 Session HB25
Submitted on June 13, 2014
for the
July, 2014 Capital Budget Overview Committee meeting

In response to your request for information, we provide the following update for your review.

The Department of Administrative Services (DAS), Department of Corrections (DOC), SMRT and Gilbane Building Co. (Gilbane) are working cooperatively to refine the Women's Prison site and building design previously presented the Capital Budget Overview Committee.

As a general note, the name for the women's prison project has been changed to "New Hampshire Correctional Facility for Women" (NHCFW).

Our progress since our last report in May 2014 is as follows:

1. We have been developing and refining the site in an effort to reduce costs. The concept site plan and buildings have been modified to address a variety of operational issues.
2. We have obtained a wetlands permit needed to develop the site.
3. We have developed several alternate site layouts and continue to refine and develop new ideas that could potentially reduce construction costs.
4. Schematic Design drawings for the Building, Site Finish package and Design Narratives have been re-worked. This has delayed the Design Development phase of the project in the short-term, but the overall schedule is remaining intact at this stage of the project.
5. We have given preliminary presentations to the Architectural Barrier Free Design Committee, NHDHR – Historic Preservation, the League of Women Voters, the Governor and Executive Council, the City of Concord and other entities.

We are currently working on the following:

1. The project has been divided into the following two bid-packages which will each have a Guaranteed Maximum Price (GMP):
 - a. a site pad preparation package (bidding in July 2014) and
 - b. a building and site finish package (tentatively bidding in January 2015).
2. The Site Preparation Package contains:
 - a. Construction Documents for major grading, earthwork and storm drainage work for the NHCFW and the Underground Storage Tank removal for the Concord Men's Prison. After the Site Pad

Preparation construction is completed this fall, the site will be ready for the building and site finish phase of the project in the Spring of 2015.

- b. The Site Pad Preparation Package estimate is evolving as the package is refined and the estimate still contains contingencies. We will have a final GMP for the Site Pad Preparation Package negotiated in early August, after the conclusion of bidding for this portion of the project.
- c. We are preparing to submit the Site Preparation Package to the City of Concord for a public meeting per RSA 674:54. This meeting is scheduled for July. A separate RSA 674:54 meeting will be required when the building and site finish package are further developed.
3. The State team along with SMRT and Gilbane has completed the Schematic Design (SD) for the Building and Site Finish Package and beginning Design Development (DD). We are approximately 30% through design. This package is scheduled to be 100% complete in January of 2015.
 - a. Note that SMRT has further refined and re-worked the design footprint shown on the concept site plan to include some programmed area as an alternate. Alternates include the Finished Ball Field, Additional Infirmary Space for Supported Health, Main Vehicular Sally Port and Training Areas which will be priced separately.
 - b. SMRT is designing some of the building components as 'pre-fabricated' construction to reduce costs.
 - c. The square footage of the Schematic Design as drawn is
 - i. Base: 110,168 sf
 - ii. Alternate: 3,551 sf
 - iii. Total: 113,719 sf.
 - d. The next scheduled estimate for the building and site design package is at the end of Design Development in January/February 2015.
4. If the latest estimate was divided into the appropriate packages, base and alternates we would have the following approximate breakdown:
 - a. Site Prep Package: \$4,143,000 / 113,719 sf = \$36.40/sf
 - b. Building Package Base: \$40,378,000 / 110,168 sf = \$366.5/sf
 - c. Building Package Alternates: \$693,000 / 3,551 sf = \$195.15/sf
 - d. NOTE: these per-square-foot costs are being refined as the packages develop and have been trending downward.

We will be working on the following items in July and August.

1. Site Preparation Package:
 - a. Bidding during the month of July.

- b. A Guaranteed Maximum Price (GMP) for the Site Pad Preparation Package will be prepared by Gilbane based on actual bids from sub-contractors which have been received, vetted and accepted by Gilbane, DAS, DOC and SMRT.
 - c. Ground Breaking August 18, 2014.
 - d. Permits for Site Construction (Alteration of Terrain, Notice of Intent, etc.) obtained by end of August.
 - e. Construction from August through October/November of 2014 (allowing for a full 3 month construction period)
2. Building and Site Finish Package Designs:
- a. Design Development will be completed in July.
 - b. Construction Documents will be completed in January of 2015.

The schedule for the project has been delayed by several months due to the higher than anticipated estimated costs and resulting re-work by SMRT and Gilbane to bring these costs back in line with the project's budget. This time has been absorbed into the schedule by compressing and overlapping other schedule areas and taking out the 'slack' that was in the overall schedule. If another major problem with the schedule is experienced it will effectively threaten the overall schedule of the project. Please review the revised draft schedule exhibit attached. It is critical that we have a complete building pad and storm drainage system by late fall of 2014. If this is not completed, construction of the Building and Site Finish will be delayed by Spring run-off on the site.

We appreciate your continued sensitivity and patience regarding the differences between the design-bid-build process and the Construction Management process. We also thank you for your keen attention to budget challenges, the scheduling constraints affecting the construction schedule; and your concern for the people of New Hampshire who will be served by this important project.

Phase 1a - A/E Consultant Selection Process			Phase 1b - CM Selection Process		
DATE	Day of Week	TASK	DATE	Day of Week	Task
4/1/2013	M	Work Request from DOC			
PHASE II - Design and Construction (dates are subject to revision)					
June					
6/10/2014	T	Design Development Start (DD)			
6/18/2014	W	100% Site Prep Package Due (begin Multi-Discipline Rev+GMP prep)			
6/19/2014	R	Submittal to City of Concord for 674.54 (public meeting - Site Prep only)			
6/24/2014	T	CBO meeting LOB 201 at 10am (report)			
6/24/2014	T	SITE PREP Bidding Start			
6/24-25/2014	WR	DD Workshop 1 (engineering systems) - commissioning agent present			
July					
		Quarterly reporting for CBO meeting this month			
7/16/2014	W	City of Concord Planning meeting (674.54 site prep only)			
7/16-17/2014	W R	DD Workshop 2 (exterior enclosure finishes, architectural)			
7/17/2014	R	SITE PREP Receive Bids			
7/17/2014	R	100% steamline drawings due from McFarland Johnson			
7/22/2014	T	DD Workshop 3 (security, locks, etc.)			
7/31/2014	R	end multi-discipline review / cost resolution SITE PREP GMP DUE from Gilbane (based on bids)			
August					
8/1/2014	F	CONTRACT AMENDMENT 1 - modify Gilbane contract with revised scope and GMP for site prep			
8/4/2014	M	NTP for SITE PREP PACKAGE - begin award / mobilization [SITE CONSTRUCTION START]			
8/6/2014	W	90% DD begin multi-discipline review and GMP development (building and site finish)			
8/7/2014	R	SITE PREP PRE-CONSTRUCTION MEETING			
8/18/2014	M	groundbreaking 10am on site (permits available about this time)			
8/28/2014	R	End Multi-Discipline review of Design Development Drawings			
8/29/2014	F	GMP for building and site finish due from Gilbane			
September					
		CONSTRUCTION (SITE)			
9/2/2014	T	earliest possible CONTRACT AMENDMENT 2 - modify Gilbane contract with revised scope and GMP for building and site finish			
9/4/2014	R	Construction Documents (CD) start			
9/17/2014	W	CD Workshop 1 (architectural details)			
October					
		CONSTRUCTION (SITE) + Quarterly reporting for CBO meeting this month			
10/8-9/2014	W R	CD Workshop 2 (engineering details - commissioning agent present)			
10/29/2014	W	CD Workshop 3 (contracts)			
November					
		CONSTRUCTION (SITE)			
11/19/2014	W	SITE PREP + UST construction substantially complete			
11/20/2014	R	Construction Documents 60% multi-discipline review			

Schedule for the New Women's Prison Selection Process Design + Construction

6/16/2014

December		
12/24/2014	W	90% CD / begin multi-discipline review + cost resolution + submit to FMO
2015		
January		Quarterly reporting for CBO meeting this month
1/20/2015	T	Submit to City for second 674.54 (public meeting) - Building and site finish package
1/20/2015	T	End CD multi-discipline review and Costing
1/21/2015	W	Begin Cost Resolution Phase for Building + Site Finish / steamlines Package
February		
2/3/2015	T	END Cost Resolution Building + Site Finish / steamlines Package
2/19/2015	R	Bid Document Issue Building and Site Finish / Steamlines Package City of Concord SECOND 674.54 Public Meeting about this time
March		
3/24/2015	T	Receive BIDS Building + Site Finish / Steamlines - begin cost resolution
April		Quarterly reporting for CBO meeting this month
4/14/2015	T	End Construction Cost Resolution - Building + Site Finish / Steamlines Package
4/15/2015	W	NTP for Building + Site Finish / Steamlines [Construction Start]
4/17/2015	F	begin re-mobilization and award of sub-contracts
4/21/2015	T	Pre-construction meeting for Building + Site finish / Steamlines
2016		
Spring 2016		FFE/Interiors procurement begins
Sum 2016		Substantial Completion of Construction
6/19/2014		FFE Install/Transition/Training/Move-in

Weekly meetings are scheduled for each Friday Morning to review project status starting April 19, 2013 at 10:00am in BPW Library
 Quarterly meetings with Capital Budget Overview: 9/24/13; 1/14/2014, 3/4/2014, 4/15/2014, 7/8/2014,
 Weekly jobsite meetings with CM and A/E as follows: