# Qualifications

## Asset Management & Additional Engineering Services

May 6, 2020

Town of
BARRINGTON
New Hampshire

Hoyle, Tanner & Associates, Inc.
150 Dow Street
Manchester, NH 03101

May 6, 2020

Town of Barrington
333 Calef Highway
PO Box 660
Barrington, New Hampshire 03825

Hoyle, Tanner & Associates, Inc.
150 Dow Street
Manchester, New Hampshire 03101
603-669-5555
603-669-4168 fax
www.hoyletanner.com

RE: Request for Qualifications: Asset Management & Additional Engineering Services

Dear Selection Committee:

The development of a sustainable Stormwater Asset Management Program would benefit the Town of Barrington to provide a framework for improved operation and maintenance of the Town's stormwater infrastructure. Developing a program will enable the Town to incorporate stormwater infrastructure into Barrington's Capital Improvement Plan (CIP) to be used as a decision-making tool for prioritizing stormwater system improvements.

Hoyle, Tanner has a successful track record of delivering comprehensive asset management programs to communities in New Hampshire, Maine, and Vermont. Some of these successes are described in this Statement of Qualifications. Hoyle, Tanner maintains good standing on the NHDES Roster of Prequalified Consulting Engineers. We are confident that our team of licensed professional engineers, technicians, environmental specialists and administrative experts can deliver a program that will serve the Town for years to come.

Our team is led by myself, Heidi Marshall, PE, Project Manager, who will be the primary point-of-contact between the Town of Barrington and Hoyle, Tanner. I specialize in MS4 compliance and will be assisted by Rychel Gibson, PE, (project engineer and asset management program lead); John Jackman, PE (asset management program workshop assistance); Aidan Short (data management and GIS mapping) and Joe Ducharme, Jr., PE, BCEE (Principal-in-Charge). John Jackman, PE is our resident expert on asset management and will assist with DES workshops and quality assurance. Rychel, John, Joe, and I are all licensed professional engineers and are respected leaders in the industry with proven track records serving municipal clients and contributions to the profession. Our collective experience will provide Barrington with a comprehensive, manageable, and sustainable Asset Management Program.

> With many CWSRF & DWSRF asset management programs completed or in progress, our team has the experience to help Barrington meet its goals and objectives for this project.

Our team offers many advantages to Barrington, including:

- Successful implementation of CWSRF/DWSRF Funded Asset Management Programs: Hoyle, Tanner has successfully delivered asset management programs for stormwater, wastewater, and drinking water to New Hampshire communities; each of them receiving 100% loan forgiveness at the conclusion of their project. Communities we've served recently (or are currently serving) include Salem, Bedford, Portsmouth, Hooksett, Goffstown, Allenstown, Pembroke, Newfields, Lincoln, Merrimack, and Seabrook. The staff at the NHDES Water Division know our work first-hand having participated in kickoff meetings, workshops, and final program deliverable presentations.

- Capital Planning & Life-Cycle Cost Analysis: Hoyle, Tanner has provided infrastructure capital planning and budgeting to more than 100 communities for projects including stormwater, wastewater, drinking water, roadways, bridges, and other municipal facilities. We recognize the value of setting priorities and developing budgets to get the work done.

- **Prior Service to Barrington:** Engineers at Hoyle, Tanner have served the Town of Barrington on municipal engineering projects, including designing two bridges under the NHDOT Municipally-Managed State Bridge Aid Program for the Town (Greenhill Road and Old Settlers Road), and we completed construction of Mallego Road (also through NHDOT) last year. We recently designed and oversaw construction of Young Road culvert which was funded with FEMA HMGP funds.

  The experience we've had in Barrington has taught us about the exceptional people running the Town departments. We recognize that Town Administrator Conner MacIver, Road Agent Marc Moreau, and Highway Department Administrative Assistant Erin Paradis are driven to maintain the Town's infrastructure effectively and efficiently – which also makes them very busy. With all of this talent in your departments, it might be assumed the Town wants to be extremely active in the asset management process. We also understand you may not want that, so we can offer something other firms cannot: We are ready to handle the majority of the asset management process. Our commitment to Barrington has been, and continues to be, delivering a quality project that serves the community for years to come.

- **Experience of Proposed Personnel:** Hoyle, Tanner has been in business for 47 years and municipal infrastructure has been at the heart of our professional services from day one. Our key team members for this project have proven experience with asset management program development, MS4 program compliance, municipal infrastructure planning and budgeting, program funding, and regulatory compliance, as well as project design, bidding, and construction administration.

- **Full-Service Firm:** Hoyle, Tanner is a full-service engineering firm that offers a breadth of professional in-house expertise that is unique for a New Hampshire firm of our size. Our engineers serve many disciplines, including drinking water, stormwater, wastewater, utilities, roadway design and pavement management, recreational trails and paths, streetscape evaluation, bridge, structural, capital improvement planning and budgeting, asset management, permitting, and funding assistance. This expertise is available to the Town of Barrington as needed.

We trust you will find our submission responsive yet concise, and that it illustrates our commitment and capability to serve the Town of Barrington. We appreciate your consideration and the opportunity to work with you on your asset management project.

Sincerely,

HOYLE, TANNER & ASSOCIATES, INC.

Heidi Marshall, PE
Project Manager
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Joseph Ducharme, PE, BCEE
Senior Vice President, Principal-In-Charge
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jducharme@hoyletanner.com

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## About Our Firm

Since 1973, the professionals at Hoyle, Tanner have successfully collaborated with public and private sector clients on hundreds of important projects. With a staff of nearly 100 engineers, planners, environmental permitting specialists, technicians, inspectors, and support personnel, Hoyle, Tanner has evolved and adapted to meet the constantly changing needs of our clients, funding programs, and the increasing complexity of design and permitting.

**47**

**YEARS OF NEW ENGLAND ENGINEERING EXPERIENCE**

We provide services in the fields of water resources (asset management, water, wastewater, and stormwater), transportation (bridges, roadways, and aviation), site development (civil, traffic, and parking), structures (buildings), as well as environmental permitting related to all of these disciplines. Our team of professionals includes noted experts in their fields who are routinely invited to share their knowledge in journals and during conference presentations. We strive to improve continuously and are committed to providing value to our clients' projects.


Our five New England offices are strategically located to serve our clients and provide local access to our talented professionals. We pride ourselves on being a phone call away and firmly believe that our personal relationships with our clients have been and will continue to be our most important key to success.

## Hoyle, Tanner Advantages

### Personal Service and Responsiveness

We are a mid-sized firm with the regionally known capabilities and expertise of a larger firm but with the culture of providing the personal service of a small firm. Repeat business is the primary source of our project portfolio, which is achieved by being thorough, reliable, and responsive. We strongly believe that by building mutually-beneficial long-term partnerships with our clients, we will create value and improved success. We urge you to contact some of our client references to hear first-hand how Hoyle, Tanner has not only excelled from a technical standpoint but also as a trusted and responsive advisor meeting the challenges our clients face.

### Budget and Schedule Awareness

Hoyle, Tanner employs a progressive and comprehensive company-wide scheduling and budget tracking system to ensure that we accommodate all project schedules while meeting budgets. By paying close attention to these important project aspects, our managers can make real-time adjustments to staff priorities. We understand that our clients have schedule and budget commitments which they are bound to. Our in-depth knowledge of state, local, and federal funding programs allows us to guide our clients to successful projects that maximize available funding. We routinely position our clients for funding through grant and reimbursement programs which minimize their local contribution, but maximize the value of the project.

### Technical Excellence You Can Trust

Environmental engineering in the form of water and wastewater engineering formed one of the cornerstones of Hoyle, Tanner's beginnings as a company in 1973. Over the years, we have assisted hundreds of clients in meeting their environmental compliance requirements; as their requirements have advanced, so have we.

## Our Commitment

Hoyle, Tanner is committed to long-term relationships with our clients. Our interest is to exceed your expectations in every way so that we will be your first phone call whenever a need arises. We pride ourselves on providing the type of service you will remember as exceptional. The design of infrastructure projects is much more than solely the technical aspects. We understand this, which is why you have our commitment that we will support you with our expertise from start to finish – from concept development to the ribbon cutting.

The Town of Barrington is home to approximately 8,900 residents in southeast New Hampshire with a stormwater system that is comprised almost entirely of drainage swales with a population under 1,000 within its urbanized area. The Town was granted a waiver from the USEPA from the MS4 permit requirements, but the waiver does not allow for an outright exemption from the Stormwater Program. In order to prepare for the future, the goal of an asset management program is to build a sustainable asset management system by developing tools, education, resources, organization, and understanding of the principles of effective asset management for the Barrington Highway Department staff, Town officials and the general public. It is with this recognition that the Town is seeking planning and engineering support to develop short-term and long-term goals to improve and manage their stormwater system.

The fundamental elements of a successful asset management program are listed below and form the basis of Hoyle, Tanner's approach to developing an effective stormwater program.


## VISION STATEMENT

The Town wishes to effectively manage and optimize Operation & Maintenance, Risk Assessment and Capital Planning for their stormwater infrastructure. Hoyle, Tanner will lead the effort to bring all stakeholder groups together with Town and Hoyle, Tanner staff in an engaged fashion to facilitate development of a community-specific vision statement.

## ASSET INVENTORY

The goal in this first phase is to collect the inventory of the horizontal assets in GIS. Information currently in the GIS will be updated with new or missing elements of the drainage system along with historic data provided by Highway Department staff. Hoyle, Tanner will use our GPS equipment for data collection and field verification of stormwater facilities to be added to the database.

## LEVEL OF SERVICE

As part of our Scope of Services, Hoyle, Tanner will provide training that will involve Highway Department staff and decision makers, as well as NHDES representative(s), on the development of a Level of Service statement and the development of a matrix of Levels of Service that will be measurable in the future. Hoyle, Tanner will conduct a 3-hour training workshop for the development of a Level of Service document with defined workflows that the Highway Department will use to inform the expectations of the stormwater system performance.

## PRIORITIZATION OF ASSETS

Hoyle, Tanner will work with the Town to develop prioritization of assets based on condition assessment and criticality. In the collection of the Horizontal Assets there will be an attribute to provide a condition rating from 1 to 5 (5 being the worst condition). There will also be an attribute for rating criticality from 1 to 5 (5 most critical) for each of the assets. This will be done based on a top down approach using the mapping to evaluate what assets are critical in the system which will be tabulated in an excel workbook for additional evaluation. As part of this Task, we will assist The Highway Department with developing priority and condition standards for the stormwater assets.

## LIFE-CYCLE COST ANALYSIS

Hoyle, Tanner will work with the Highway Department staff to set up the format for the Life-Cycle Cost Analysis. Life-Cycle Costs for the stormwater assets will be based on the initial cost, operation and maintenance costs and investment of rehabilitation, which may extend the life of the asset. As part of this task, we will develop a system/method of cost accounting for capital cost and O&M cost and a metric for measuring life-cycle cost. In addition, Hoyle, Tanner will develop an estimated life-cycle cost for the horizontal assets, considering the Town's expected maintenance schedule(s). This will be captured in the work order system. The work order system will break out work orders based on different types of work forms.

Hoyle, Tanner will conduct a three hour training workshop to review the prioritization of assets and life-cycle costs for the Highway Department and DES to inform stakeholders of the value of the stormwater assets.

## FUNDING STRATEGY

Hoyle, Tanner will collaborate with Town finance staff to develop and present funding strategies for facility improvements. Together we will review priorities for improvements, considering capital/operating/maintenance costs, expected service life, current and potential revenue sources, and identify opportunities to leverage planning, design, and construction implementation phase grant funds, as well as explore the impacts and opportunities for the various stakeholder groups.

## PLANNING

Hoyle, Tanner will collaborate with stakeholders to develop construction/implementation and communication plans that inform stakeholders about stormwater improvements and their associated benefits to the community explaining how the community will move the comprehensive program from concept to completion. Hoyle, Tanner will tailor a communication plan using inspiring graphics, informative maps, and easy to understand documents to the stakeholder groups that clearly articulate milestones, benefits, costs, revenue sources, and funding opportunities for short-term (six year CIP) and long-term (15-20 year) improvements that reinforce the Town's vision statement. The information will be presented in workshop format with Town and Department staff, DES staff, and will be open to the public.

Hoyle, Tanner will deliver an asset management program to Barrington that meets the NHDES funding requirements for loan forgiveness. The program will be easily accessible and updatable by Highway Department staff who can amend priorities as needs and uses in the community may change. The Life Cycle Cost Analysis and capital planning metrics will allow the Department to present project funding requests based on criticality and condition to improve the overall service level of the Town's stormwater system.

# PROJECT TEAM

Communication is a key ingredient to the successful completion of a municipally managed project. The organizational chart following our team writeups illustrates how Hoyle, Tanner proposes to manage this project and establish the lines of communication between the Town and our team of engineers. Hoyle, Tanner's Principal-in-charge is available to the Town to be certain the engineering team is delivering services at a high level and as expected by the Town. Our Project Manager serves as the Town's day-to-day contact who will receive Town input and feedback and convey the needed direction to the engineering team to deliver a successful project. Below is a brief description of the experience of each team member. Full resumes of team members are available upon request and were only withheld to meet the 12-page limit of this submission.

### Joseph Ducharme, Jr., PE, BCEE – Vice President – Principal-in-Charge

Joe is the Regional Manager for Hoyle, Tanner's Municipal Engineering Services overseeing our civil, environmental, and water quality engineering staff. Joe's experience spans 32 years and for the past decade has been in the role of Senior Engineer/Senior Project Manager on municipal infrastructure improvement projects managing capital planning, design and construction improvements. *As the Principal-in-Charge Joe will oversee the Team has the resources necessary to complete the project and will be available to the Town to receive feedback on our performance.*

### Heidi Marshall, PE – Senior Municipal Engineer – Project Manager

Heidi is a Senior Project Manager with extensive experience in municipal engineering projects including stormwater, roadway, pedestrian, water, and wastewater projects. She has completed many projects using NHDES Clean Water SRF funds, Watershed Assistance grants, and NHDOT Federal Highway funds. *Heidi's role as Project Manager will be the primary point-of-contact for the Town and oversee the design team to deliver a successful project on-time and on-budget.*

### Rychel Gibson, PE – Lead Asset Management Engineer

Rychel has gained significant expertise on more than a dozen asset management projects having run workshops, collected data, prepared database forms and worksheets, estimated capital costs, ranked assets, and instructed town staff on managing their program on a variety of software platforms. Rychel routinely works on funded projects and is intimately familiar with the NHDES CWSRF program used to fund many asset management projects. *Rychel will lead the stormwater asset management initiatives and guide the project team (Town and Hoyle, Tanner) on the tasks required to deliver a stormwater asset management program that meets NHDES requirements.*

### John Jackman, PE – Senior Asset Management Specialist / QA

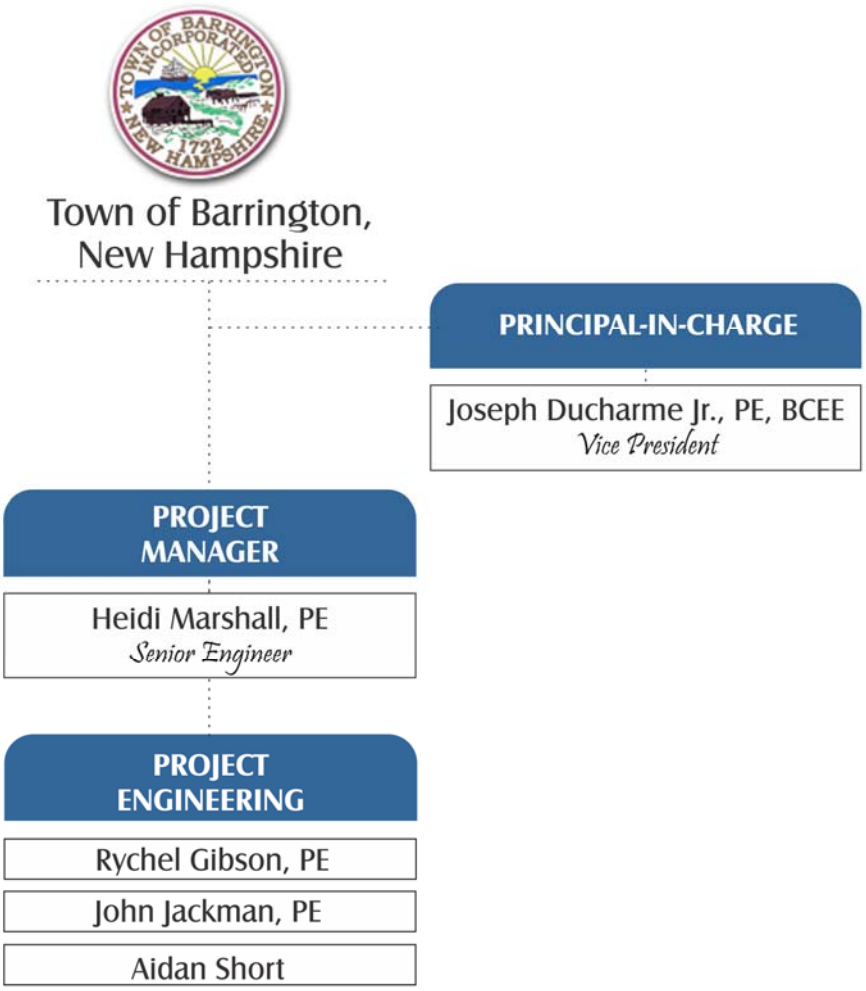
John has decades of experience in all aspects of municipal infrastructure planning, management, design, and construction. Over the past five years, John has focused his time on developing asset management programs for stormwater, drinking water, and wastewater infrastructure. Mr. Jackman has trained Rychel and others at Hoyle, Tanner on how to develop a sustainable asset management program. *John will be responsible for assisting Rychel with preparing joint DES/Town workshops and will provide Quality Assurance (QA) reviews at intermediate project milestones and of the final deliverables to the Town.*

### Aidan Short – Project Engineer

Aidan worked for Hoyle, Tanner as an engineering intern in 2019 and has joined our team full-time (starting when he completes his Master of Engineering program at UNH this month). Aidan brings a good understanding of stormwater project elements including drainage, hydrology, and open channel flow design and modeling. While with Hoyle, Tanner, Aidan has refined his skills with GPS field data collection, GIS mapping and GIS database management. *Aidan will be responsible for assisting Rychel with field location of drainage structures, database creation and compilation, and GIS mapping.*

The Town of Barrington is seeking a qualified firm with staff who are thoroughly familiar with – and able to comply with – applicable laws, rules, and regulations pertaining to asset management and additional engineering services.

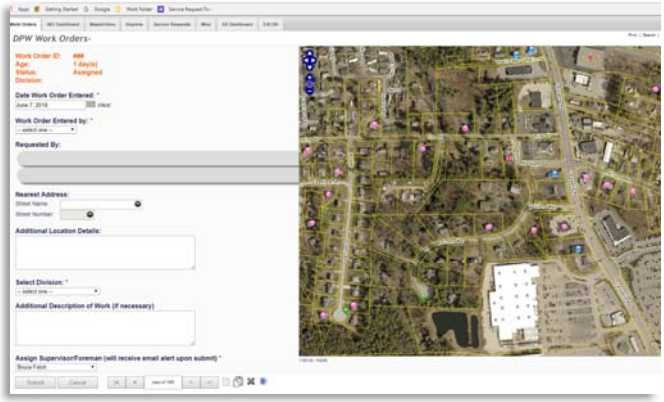
Over the past five years, Hoyle, Tanner has worked with more than a dozen communities to develop asset management programs for horizontal assets (water distribution, sewer collection, stormwater piping) and vertical assets (treatment facilities and structures). The organizational chart presented below indicates the project team members who are highly experienced in their assigned roles.



## Stormwater Outfall Mapping & Evaluation

ALLENSTOWN, NEW HAMPSHIRE

Allenstown is a new Municipal Separate Storm Sewer System (MS4) community under the 2017 MS4 Phase II permit. Hoyle, Tanner was hired to perform GIS mapping and condition assessment of the stormwater system with a focus on the stormwater outfalls. Hoyle, Tanner supervised college students (hired as interns by the Town) to complete GPS location of infrastructure to update the GIS mapping of the stormwater and sanitary sewer systems. As part of the mapping effort, 21 stormwater outfalls were identified for further evaluation. After the mapping effort, Hoyle, Tanner performed inspection and condition assessment of the 21 stormwater outfalls. Inspection reports with photos were delivered to the Town with recommendations for improvements.




## Wastewater & Stormwater Asset Management

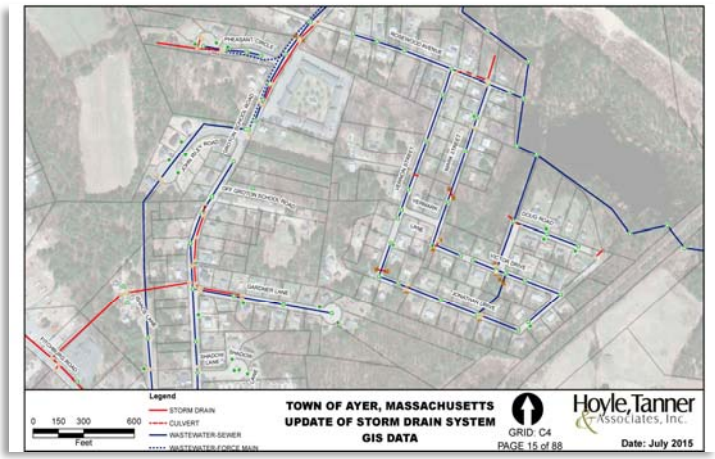
SEABROOK, NEW HAMPSHIRE

Hoyle, Tanner supported the Town of Seabrook in the development of an asset management program for both wastewater and stormwater horizontal assets. This project included the Public Works and Wastewater Departments requiring development of common workflows between the two groups for continuity. The CWSRF funded project paid for new GPS equipment to update the GIS mapping in real time. Hoyle, Tanner provided training using ArcMap so the Town could integrate the data with their CMMS (PeopleGIS) program, allowing staff to generate custom maps for different types of tasks (catch-basin cleaning, sewer-pipe cleaning, or inspections).

## Asset Management Phase 1

SHELBURNE, VERMONT


Hoyle, Tanner conducted a needs assessment staff workshop. In accordance with the presented budget, Hoyle, Tanner used the USEPA "CUPSS" free software program along with Google tools to complete Phases 1 and 2 of this project. Hoyle, Tanner completed a full inventory of two wastewater treatment facilities and conducted a condition assessment on one of the facilities. Operating budgets and initial cost data were entered in the CUPSS program to generate capital costs prioritized based on level of risk. The horizontal asset information was collected using GPS equipment. About 75% of the collection system was completed during the first phase with maps uploaded to Google Drive for staff to use in the field.




## GIS Stormwater Mapping

AYER, MASSACHUSETTS

Ayer hired Hoyle, Tanner to help update the Town's stormwater system mapping. The Town's MS4 permit requires that municipalities map their systems and provide accurate inventory and management information. Hoyle, Tanner systematically reviewed the current information in the Town's GIS mapping layers and added information such as pipe diameter, material and flow direction. The project included identifying storm drainage areas by subsystems to depict where stormwater originates before reaching outfalls within the drainage subsystems.

## Stormwater Outfall Source Investigation & Sampling 2016

ALLENSTOWN, NEW HAMPSHIRE

This project was a continuation of previous stormwater outfall mapping and evaluation of 21 stormwater outfalls. Tasks in this phase included dry-weather sampling and testing of stormwater outfalls; sampling and testing for pollutant source tracking and identification as part of an Illicit Discharge Detection and Elimination (IDDE) program; as well as overall stormwater planning and Best Management Practices. Two of the 21 stormwater outfalls that were mapped, assessed, and tested had bacteria concentrations in excess of the Threshold Limit. Follow-up dry-weather sampling and testing was done in the catchment areas tributary to two of the outfalls to locate and identify the sources of bacteria detected during the initial sampling and testing work. The sources were identified and steps taken to eliminate them.

## Water System Asset Management Plan

ROLLINSFORD, NEW HAMPSHIRE

Hoyle, Tanner assisted in developing an asset management plan for Newfields' water supply and distribution system, which consists of approximately 50,000 linear feet of water mains, 2 bedrock wells, 1 gravel packed well and a 750,000-gallon storage tank. The project was funded 50% through a DWSRF Water System Asset Management Planning Grant from NHDES. Through the use of a web-based asset management program, Hoyle, Tanner helped develop GIS mapping, schedule comprehensive preventative maintenance, develop emergency tracking and response, and structure financial forecasting and customer service tracking.

## Water Asset Management

SALEM, NEW HAMPSHIRE

Using NHDES financing through the Clean Water State Revolving Fund (CWSRF) loan program, the Town of Salem hired Hoyle, Tanner to work on a phased approach to develop asset management programs for their water treatment infrastructure, wastewater collection system, and stormwater systems. To date, Salem has received $15,000 in DWSRF grants and $60,000 of CWSRF principal loan forgiveness for these efforts.

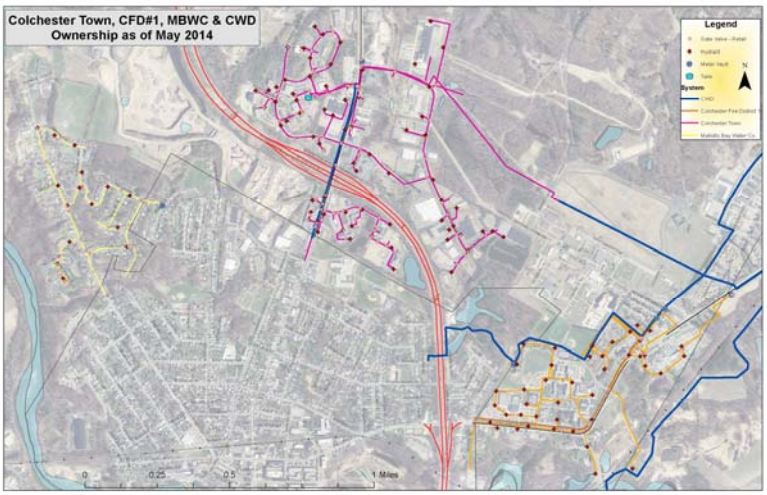
## Water Asset Management

NEWFIELDS, NEW HAMPSHIRE

This project consisted of development of an asset management program funded in part by a NHDES DWSRF Asset Management Grant. Workshops were held with DES and Town staff to discuss the principle goals of asset management and establish clear Level of Service criteria on which to base standards of measurement for asset risk and condition assessment. This project established horizontal asset maps and included the attributes in GIS with much of the data gathered by operations staff following training on GPS data collection. Deliverables included assessment of risk and condition, development of life-cycle costs and long-term funding strategies, Level of Service expectations, and financial planning.

## Stormwater Billing Database Assistance 2018

COLCHESTER, VERMONT




Hoyle, Tanner assisted the Town of Colchester with the development and implementation of the Town's stormwater user fee. During development of the Town's stormwater funding program, Hoyle, Tanner assisted the Town with impervious surface data integration, preparation of the dataset for queries, and exporting of the impervious surface data from the impervious surface database to the Town's billing system. Following the Town's first round of stormwater user fee billing, Hoyle, Tanner again assisted the Town with reviewing over 600 delinquent accounts to assess the cause of the delinquency; many of which were related to billing process issues resulting from the Town Assessor's database (which was updated).

## West End Sewer System Asset Management & CMOM Improvements

DURHAM, NEW HAMPSHIRE

As part of its ongoing Asset Management Program, the Town of Durham Public Works Department completed Phase I of this project in order to mitigate and eliminate infiltration/inflow and other extraneous non-wastewater flows to the sanitary sewer system and provide much-needed additional flow capacity in the pipes. The Town also proceeded with this project to correct some of the existing structural deficiencies in the sanitary sewer system that limit the hydraulic capacity of the system and increase the pipe size to provide additional hydraulic capacity. This project was part of the Town's overall effort to upgrade its public wastewater infrastructure, preserve its significant investment in this infrastructure, and extend the useful life of the facilities.

## Asset Management Program Assistance

BURLINGTON, VERMONT

The City of Burlington, through the Water Resources Technical Assistance Program (WRTAP), has engaged Hoyle, Tanner to assist in the initial development of a formal asset management plan for City assets and planning for implementation of asset management tools such as a computerized maintenance management system (CMMS). This effort provided the foundation for improved prioritization of capital repairs and investments and further support the City's shift to working in a more efficient and proactive manner. Hoyle, Tanner has provided citywide asset management training, has conducted face-to-face interviews with many functional groups within the City and completed a preliminary needs assessment, work flow assessments and a gap analysis across various City departments to assist the City in developing a "road map" that will be used to guide future asset management program development efforts.

# REFERENCES

Below is a list of client references who are familiar with Hoyle, Tanner's capabilities and **performance on asset management** and other general engineering/infrastructure projects. We encourage you to call upon the following individuals as a testament to the quality and thoroughness of the work we do for our clients.

## Asset Management References:

**Ray Buxton Jr.**
*Chairman*
Newfields Village Water & Sewer District
PO Box 301
Newfields, NH 03856
(603) 686-0561
rayednabuxton@myfairpoint.net

Years of Service to this Client: 25
- **Wastewater Asset Management 2016**
- **Water Asset Management Plan 2017**

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**John Vogl**
*GIS Manager*
Town of Salem
Community Development & Planning Department
33 Geremonty Drive
Salem, NH 03079
(603) 685-6416
jvogl@ci.salem.nh.us

Years of Service to this Client: 3
- **Stormwater Asset Management (ongoing)**
- **Drinking Water Asset Management 2017-2018**
- **Sewer Collection System Asset Management (ongoing)**

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**Jamie McDonald**
*WWTF Administrative Assistant*
Town of Seabrook
Wrights Island Rte. 286
Seabrook, NH 03874
(603) 474-8030
jmcdonald@seabrooknh.org

Years of Service to this Client: 6
- Capacity, Management, Operation & Maintenance (CMOM) Program 2012
- **Wastewater & Stormwater Asset Management 2018-2019**

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**Ken Contay**
*WWTF Superintendent*
Town of Hooksett
1 Egawes Drive
Hooksett, NH 03106
(603) 485-7000
kenhooksettwastewater@gmail.com

Years of Service to this Client: 3
- Wastewater Asset Management
- **Stormwater Asset Management**
- MS4 Assistance

## General Engineering Services References:

**Mark Decoteau**
*Town Manager*
Town of Waterville Valley
Rust Municipal Building
14 TAC Lane
Waterville Valley, NH 03215
(603) 236-4730
wvmanager@watervillevalley.org

Years of Service to this Client: 16
- Well No. 4 Transmission Main
- West Branch Road Low Pressure Sewer
- Water Distribution & Storage Tank Project
- Pedestrian Bridge Replacement over Mad River

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**Dee Voss**
*Administrative Assistant*
Town of Plaistow
145 Main Street
Plaistow, NH 03865
(603) 382-5200
dvoss@plaistow.com

Years of Service to this Client: 12
- SRTS On Call Services
- TAP Application Assistance
- Pollard Road Easements
- Westville Road Bridge
- Beede Road Access Alternatives
- Garden Road Bridge

## Bridge Evaluation & Design

Hoyle, Tanner has provided bridge engineering services as a trusted partner to New Hampshire municipalities and NHDOT for over 30 years. Our portfolio includes over 100 projects through the Municipally-Managed State Bridge Aid Program, as well continuous service to NHDOT through 5 statewide bridge on-call contracts. Currently, we are designing two different bridges under the NHDOT Municipally-Managed State Bridge Aid Program – Greenhill Road and Old Settlers Road, and last year the construction of Mallego Road was completed under the same program. We also recently designed and oversaw construction of Young Road culvert which was funded with FEMA Hazard Mitigation Grants. Our team of 20 bridge professionals and designers has extensive experience with inspection, design, load rating and construction observation for bridges of all sizes – from small culverts, to pedestrian bridges, to single-lane and large multi-span bridges as well as timber frame and covered bridges.

## Drinking Water, Wastewater & Stormwater Design

Hoyle, Tanner has provided water quality engineering services to our municipal clients since the inception of the firm more than 47 years ago. Our Municipal Engineering Services group is staffed with engineers whose capabilities range from drinking water supply, treatment, storage and distribution to wastewater collection, pumping and treatment to stormwater MS4 compliance, monitoring, treatment and design. Our team of engineers has designed and managed construction on more than $250 million of water quality projects over the past 20 years with many of the projects receiving state and/or federal low interest loan and grant funds to offset the local investment in the projects. We routinely assist communities with preparing funding applications and have enjoyed considerable success securing funding from multiple sources for a given project. Our water infrastructure experience includes capital planning, feasibility studies, design, permitting, bidding, construction administration and observation, and development of as-built drawings.

## Local Public Agency (LPA) Experience

We specialize in working with municipalities to maximize their efficiency with projects receiving state and federal funding, including Transportation Alternatives (TA), bicycle and pedestrian facilities, multi-modal facilities, SRTS, FEMA, FHWA ER, FAST Act, CMAQ, BUILD/TIGER Grant, and/or Town Highway and Structure Grants. Our project managers have first-hand experience delivering projects using state-specific guidebooks and specifications, including training through programs such as New Hampshire's Local Public Agency and Local Project Administration LPA. We are currently working in Exeter on the Epping Road/Winter Street/Spring Street TAP Project. The goal of this project is to eliminate gaps in the Town's existing sidewalk network and provide safe pedestrian facilities from residential neighborhoods to the historical downtown area, complete with a new crosswalk and overhead lighting at Winter Street. For Plaistow's Safe Routes to School, in accordance with NHDOT LPA requirements, we provided enhancements including sidewalk, raised crosswalks with curb extensions, revised intersection geometry to reduce travel speeds, and associated signing, marking and streetscaping. We provide resident project representative services to oversee the construction.

## Stormwater Management

Stormwater management is a critical component of nearly every public improvement project. Hoyle, Tanner offers a broad range of professional stormwater management services stemming from our experience in all aspects of facilities planning and engineering for public facility and private development projects. Our staff maintains their knowledge of existing local, state and federal rules and regulations that affect this dynamic discipline. Our engineers have incorporated Low Impact Development (LID) technologies in our designs and implemented Best Management Practices (BMPs) to meet stormwater management objectives and regulatory requirements. Hoyle, Tanner uses the most current hydrologic/hydraulic modeling software and GIS software to support our design of stormwater treatment and green technologies.

## Roadway, Sidewalk, Trail, Path & Streetscape Evaluation, Permitting & Design

Hoyle, Tanner provides transportation engineering services to municipal, federal, state, and private clients throughout New England to meet the specific needs of minor and complex projects effectively and efficiently. Our 19-member team includes 12 engineers who support clients from vision to concept to design and implementation. Team members have experience with pavement management program development, complete streets projects, roadway and drainage design, project budgeting, ADA accessibility, bicycle and pedestrian accommodations, rail trail projects, traffic, and intersection design.

## Environmental Agency Permitting and Coordination / State & Federal / NEPA / US Army Corps

Obtaining an environmental permit is often a critical element for the success of a project. Our dedicated environmental permitting team combines a comprehensive understanding of ecological systems, natural and cultural history, and wildlife and fisheries habitat requirements with an in-depth knowledge of regulatory requirements. Hoyle, Tanner's permitting team has forged strong relationships with state and federal agencies including NHDES, US Army Corps of Engineers and the US Forest Service. Our experienced team of engineers, planners and permitting experts collaborates throughout all phases of a project to identify potential permitting challenges, engineering tradeoffs, and impacts to construction costs and schedules that may arise due to regulatory review. We recognize the difficult balance between project needs and regulatory restrictions and are aware of the decisions and political processes required to complete a proposed project.

## Planning Board Assistance / Peer Review

Although a relatively new service for Hoyle, Tanner, our team leader, Heidi Marshall, PE has been providing planning board services to New Hampshire communities for almost 30 years. She has formed a team within Hoyle, Tanner pulling from all engineering disciplines to support peer reviews of site development and utility plans, compliance with ordinances, review of calculations, and assessment of fees providing productive comments for improved compliance.

Hoyle, Tanner & Associates, Inc.

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