



EXETER PARKS & RECREATION

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TOWN OF EXETER MEMORANDUM

TO: Russ Dean, Town Manager
CC: Corey Stevens, Director of Finance
FROM: Greg Bisson, Director of Parks and Recreation
RE: 10 Hampton Road Design and Engineering-Additional Funding Request
DATE: 08/21/2023

The Parks and Recreation Department requests the following to finish additional services not included in the original proposal regarding 10 Hampton Road Design and Engineering.

Mechanical/Electrical/Construction Administration:

With the Town's goal to meet the energy assessment goals set forth by the Level II energy assessment, JSA Design determined additional engineering on both mechanical and electrical is needed due to the complexity of converting from a natural gas heating source to an electric heat pump and to determine if the present electrical system can handle the additional power load to accommodate this conversion. They recently received our grant narrative after being the firm selected and did not have the information needed to include these additional expenses in their original proposal.

Currently, there are three different sub-panels in the building, as well as older equipment, such as air handlers, that need to be assessed for efficiency and capacity to handle the recommended modification. Additionally, the engineer will be available for construction administration when this conversion occurs to verify modifications are completed to spec. Construction administration rates are at an hourly rate not to exceed the amount requested. Total additional funding for these services is \$24,400, bringing the total for design and engineering to \$82,840. This additional funding would come from the Recreation Revolving Fund as determined by the prior approved match.

To allow the Parks and Recreation Department to enter into a contract with JSA Design to conduct additional design and engineering for electrical/mechanical/construction administration for \$24,400 at the 10 Hampton Road renovation, bringing the total design and engineering cost to \$82,840 and to authorize Russell Dean, Town Manager, or his designee, to sign the contract.

Hazardous Material:

JSA Design does not provide Hazardous Material Identification but has a vendor to complete this critical task. With half the building built in 1890, it is recommended that we bring in a consultant to identify hazardous materials before demolition begins. We would be looking to identify asbestos, lead paint, or mold. JSA is recommending RPF Environmental to conduct the testing. This service would be paid from the Recreation Revolving Fund and was previously approved.

Cost: \$3,915

To allow the Parks and Recreation Department to enter into a contract with RPF Environmental to conduct Hazardous Material Identification for the 10 Hampton Road renovation for \$3,915 and authorize Russell Dean, Town Manager, or his designee, to sign the contract.

Respectfully Yours,

Greg Bisson, Director
Exeter Parks and Recreation