

SERVICES COMMITTEE MEETING

Monday, January 8, 2018

6:00 pm

HAMPDEN TOWN OFFICE

A G E N D A

1. MINUTES

- a. December 11, 2017

2. COMMITTEE APPLICATIONS

- a. David Barrett – Re-appointment to Library Board of Trustees

3. OLD BUSINESS

- a. Review of draft Request for Qualifications to engage consultant for engineering and (DEP and local) permitting for work on Lura Hoit Pool and Municipal Building Site

4. NEW BUSINESS

- a. Discussion of potential non-binding referendum regarding recreational fields and facilities; whether to propose, and if so when?

5. PUBLIC AND STAFF COMMENTS

6. COMMITTEE MEMBER COMMENTS

SERVICES COMMITTEE MEETING

Monday, December 11, 2017

MINUTES – DRAFT

Attending:

<i>Councilor Dennis Marble, Chair</i>	<i>Regan Nickels, Asst. Superintendent</i>
<i>Mayor Ivan McPike</i>	<i>Mark Ouellette, Axiom Technologies</i>
<i>Councilor Terry McAvoy</i>	<i>Jane Jarvi, Rec Committee</i>
<i>Councilor Mark Cormier</i>	<i>Steve Brown, Rec Committee</i>
<i>Councilor David Ryder</i>	<i>Jim Dyer, Rec Committee</i>
<i>Town Manager Angus Jennings</i>	<i>Jason Sharpe, Rec Committee</i>
<i>Shelley Abbott, Rec Director</i>	<i>Stephanie Shayne, Rec Committee</i>
<i>Kyle Severance, GIS/IT Coordinator</i>	<i>Gene Weldon, resident</i>

Chairman Marble called the meeting to order at 6 p.m.

1. MINUTES

- a. **October 10, 2017** – *Motion by Councilor McPike seconded by Councilor McAvoy to approve the meeting minutes. Approved 5-0.*
- b. **November 13, 2017** – *Motion by Councilor McPike seconded by Councilor McAvoy to approve the meeting minutes. Approved 5-0.*

2. COMMITTEE APPLICATIONS

- a. **Yvonne Lambert, reappointment to Library Board of Trustees** – *Chairman Marble thanked all three reappointment candidates (in absentia) for their prior service. Motion by Mayor McPike seconded by Councilor McAvoy to recommend Council reappointment. Approved 5-0.*
- b. **James Feverston, reappointment to Pool Board** – *Motion by Mayor McPike seconded by Councilor McAvoy to recommend Council reappointment. Approved 5-0.*
- c. **Michael Jellison, reappointment to Pool Board** – *Motion by Mayor McPike seconded by Councilor McAvoy to recommend Council reappointment. Approved 5-0.*

3. OLD BUSINESS

- a. **Meeting with Town consultant regarding Town of Hampden Community Broadband Technology Plan – Kyle Severance, GIS/IT Specialist, with Mark Ouellette, Axiom Technologies** – *Mr. Severance introduced Mr. Ouellette as the consultant to the grant funded project,*

which was focused on helping Hampden figure out what we have in terms of broadband availability, and where the gaps are. Mr. Ouellette referred to four key findings of the work:

- There are pockets of town with not good broadband; the entire Town's service areas are mapped.
- He recommended working with Spectrum and other providers to try to renegotiate a cable franchise agreement to expand coverage. Active providers include Spectrum, Fairpoint, TDS.
- He referred to a limited strategic fiber optics plan, with some sense of costs and benefits. He said that fiber optics would differentiate Hampden from 95% of Maine towns, and would help bring business here.
- He referred to digital literacy in the business community, noting that the surveys returned suggested interest in training on technology and social media.

Chairman Marble called for public comments. Councilor McAvoy said that he has many comments, but will save them for another night. He said it sounds like we're still a ways away from making any decisions, and Manager Jennings agreed this was correct.

Mr. Severance spoke about opportunities to enhance the use of social media, saying he'd hoped for a higher response rate to the survey.

Mayor McPike asked the consultant to explain how fiber is deployed. Mr. Ouellette said that fiber is the most reliable, and has the greatest ability to expand its bandwidth capacity. He said it is more expensive than copper wire up front, but can last 20 years and provides an unrivaled level of connectivity. He said that more users drawing content from the web slows download speeds, and that the further from the equipment the less bandwidth. Fiber can deliver TV, telephone, internet. He said Hampden has a lot going for it, and said fiber installation costs tend to range from \$20 to \$30,000 per mile. He said a business today can order fiber service at varying levels, but that the costs are high due to geographic distance and low population density. Fiber is available in hospitals, schools, and the Town Library. He said that although the grant work is complete, he will continue to be available if follow-up questions arise.

- b. Discussion of next steps in Pool site design and permitting; potential referral to Town Council for authorization of continued engineering and site permitting work on Lura Hoit Pool and Municipal Building Site** – Chairman Marble opened the discussion by reading a statement into the record. [Statement attached to these meeting minutes.] He said he is seeking a reset, and would like to review facts and planning options. He said that the response to parking concerns, so far, has been to reduce

public access to existing facilities due to reduced fall soccer programming. He then turned it over to Manager Jennings inviting a summary of the process to date. Manager Jennings reviewed a series of points that had been presented at previous meetings.

Chairman Marble called for public comments. Jason Sharpe of 29 Deer Hill Lane said he will do anything to ensure a safe place for kids to play. He has looked at different Town-owned land in town to see if there are other places that could accommodate more ballfields but has come up empty. He noted the Bouchard fields. He said he'd like recreational programs to be able to totally utilize the existing fields, noting the need for a lacrosse field, and wondered if there was a reason we couldn't simply have a grass parking lot. He said that taxpayers have already paid money toward the funds to research the potential on the Pool site and that the money should be used for the purpose it was budgeted. He said he is not looking for a big, beautiful field – just a place people can park safely.

Gene Weldon of 1062 Carmel Road North said he is a parent with a professional background in permitting and compliance. He supports moving the concept plan through permitting. He appreciates the work done to date.

Councilor McAvoy referred to the Bouchard fields, saying the Town Rec didn't program activities on the fields and that, if there is pressure on the Town field space, it's not because of the loss of the Bouchard fields. He said it's coming from outside groups.

Mr. Sharpe said he is trying to get lacrosse off the ground in Hampden but they don't have a field to play on. Mayor McPike said there is a gap in programming between the Town Rec (pre-K to grade 5) and High School, and he believes the need is there because we have not provided any programming for that age group.

Councilor Ryder said we're looking at whether to continue permitting for the parking, and that talking about additional fields is premature. Chairman Marble said the focus should be on permitting.

Stephanie Shayne agreed with Mayor McPike's comments, noting that we are looking at opportunities for the children of Hampden. She said the Affiliated Programs fill a gap and there are not strict lines between kids who need a place to play.

Councilor Ryder said that he had a gentleman who lives in town who was going to do this work at cost. He said can we do it differently to get the engineering? Manager Jennings said one option would be to re-bid the engineering work, but instead of bidding out a detailed work scope could

solicit different vendors' qualifications through an RFQ, and ask prospective vendors what they think it would take to get the concept plan through the DEP and local Site Plan Review process. Councilor Ryder said he thinks we can save money on engineering costs, noting that there are a lot of engineers who live in town. Mayor McPike fully agrees.

Manager Jennings spoke briefly about the differences between an RFP and RFQ process, saying that an RFQ puts more of the work of scoping the work and overall project management to the vendor.

Chairman Marble said it didn't sound like we could get through all that and still be in a position to do any construction of parking for next fall. He asked if proceeding with an RFQ was within staff capacity. Manager Jennings said yes, but agreed that it wouldn't put the town in a position to actually begin construction because of the time it will take to retain an engineer and start the process. He said we need to be sure we find qualified vendors who have been through the DEP process and understand their requirements.

Jim Dyer said don't we already have the Woodard & Curran plan? Why pay again for a new plan? Chairman Marble said there was sticker shock at the proposed price to take the plan through permitting and to a higher level of engineered design.

Manager Jennings said he thinks he's hearing the Councilors say that their goal is to advance the engineering on the Woodard & Curran design, not to go back to square one. Councilor Ryder agreed and said that any engineer can look at this and design a stormwater plan.

Steve Brown asked do we have a bid to do that work? Gene Weldon said that Town staff could get more feedback from DEP. Steve Brown asked if we have an engineer on staff; Manager Jennings said that we don't. Councilor Ryder said that DEP is happy to work with us.

Mayor McPike offered a motion to direct the Town Manager to solicit pricing to bring the plan through permitting. There was discussion to clarify the motion. The revised motion was to seek pricing for design and engineering for the stormwater management for the full buildout, and for phase 1 (parking only). Manager Jennings asked if the goal was to seek pricing for both full build and for phase 1, and Councilor Ryder said yes.

Councilor McAvoy said that if the proposal is for complete build-out, it will either be wasted money or the work would have to be constructed within 7 years. He said that if this truly is a long-term process, there is no need to get the full build permitted now. Chairman Marble said we may not get a return on the spending, but that we need to have a long-term vision.

A vote was taken and the motion passed 3-2, with Councilors McAvoy and Cormier opposed. Councilor McAvoy said he would prefer to see some flexibility in the footprints of uses on the plan. Councilor Ryder said that at some point we'll need majority support of Councilors to proceed with a concept plan. Manager Jennings said he would work on a draft scope and once available would circulate to Councilors for review via email.

- c. Transfer Station Rules & Regulations – review of proposed changes – referral to Town Council for adoption** – *Chairman Marble summarized that work had been done early this year by a subset of Councilors, and that Manager Jennings was bringing forward proposed revisions based on the policy direction from prior discussions. Councilor Ryder asked about the significance of the 4-unit housing threshold, noting this issue had not been clearly addressed in the earlier discussions. Manager Jennings said that all references to the prior 4-unit threshold had been removed because no one on staff, Council or otherwise had seen any reason to keep it. Motion by Chairman Marble seconded by Councilor McAvoy to refer the draft revisions to the Finance Committee. Manager Jennings said that both proposed policies – Decal Issuance, and Transfer Station Rules and Regs – would be brought to Finance next week with the goal of referral to and adoption by Council. Motion carried 5-0.*

4. NEW BUSINESS

- a. Proposed contract renewal with Prentiss & Carlisle for completion of previously authorized timber harvesting on L.L. Bean parcel** – *Chairman Marble summarized the materials in the meeting packet and noted that the Manager's recommended approach – to sign a new contract – had been reviewed with and signed off by the Town Attorney. Manager Jennings said he intended to execute a new contract if there were no objections. No Councilors objected to this approach, and all agreed it was simply an extension of the time for performance and did not expand the scope of what the Council had previously authorized in 2014.*

- 5. PUBLIC AND STAFF COMMENTS** – *Jim Dyer thanked Chairman Marble for his statement opening the discussion, saying that it set the tone for a productive dialogue.*

- 6. COMMITTEE MEMBER COMMENTS** – *None.*

There being no further business, there was a motion by Councilor McAvoy seconded by Chairman Marble to adjourn and the meeting adjourned at 7:30 PM.

*Respectfully submitted –
Angus Jennings, Town Manager*

Services Committee 12/11/17

Since the last Services Committee meeting back in November I have reviewed minutes and notes, met with District II residents, and reviewed the recent memorandum from the Recreation Committee. I've also retaken the Elected Officials workshop provided by the Maine Municipal Association and, stimulated by that, reviewed our Town Charter and Council Rules.

About 3 years ago, when I was brand new to the Council, I started listening to discussions about recreation fields. Mr. Bouchard had informed the Town that, due to impending business development, he could no longer provide his field area to the Town. Later, when increased demand developed for use of the fields at the Lura Hoit pool site, parking became a significant issue. The Council became concerned for family and children's safety in connection with parking on Western Ave, and we became more aggressive with a time table to fix the situation.

As we focused our attention on the pool site (the Town already owned the land and the location had many attributes), we were made aware of costs and challenges. Because of the possible addition of new parking, and because the site in question was a part of the same parcel already including the Town Offices and parking lot as well as the Post Office with its parking, the Town would have to secure a DEP permit, complete with storm water design not only for any new parking but for all existing as well. The Council then voted to put money into an appropriate reserve account so we could go forward with planning and permitting. We also decided, on the advice of professionals experienced with such matters, that we should plan to permit the entire site regardless of what actual construction might become. This decision was made in order to save extra expenses that would have arisen if we started with minimal site design and then added more later.

The Council decided to hire Woodard and Curran to create a full, preliminary site plan with different options to be considered, and that the work would include public meetings. The Town Manager also sent a mailer to every residence in Town. We wanted to be transparent, and we very much wanted to inform and include the voice of the residents.

Unfortunately, some anonymous party or parties then created and launched a so called "robo call" which contained lies and exaggerations about both the Council's procedures and financial obligations we were placing onto the taxpayers. Things have gotten bogged down, not only by way of the robo calls and gossip but by mistrust and disagreement within the Council.

Let's try to use tonight's meeting as a reset. Let's review facts and planning options before we get into disagreements about possible costs. The only actions we have taken to mitigate the concerns we've had for kids' and families' recreation options and safety have been to reduce scope and access. This is the antithesis of what we stated as our original intent. After we have heard from staff, the public, and our fellow Councilors, I will be looking for a motion to get this process moving forward again.

Thank you for listening to this pretty lengthy statement. I have asked the Town Manager to refresh our minds with a review of certain facts and features. Then we will solicit public comment, and then we will have Committee discussion. Angus?

Source: Councilor Dennis Marble
Chair, Services Committee



Check One: Initial Application Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Barrett LAST Daniel FIRST J MI

ADDRESS: 5 Independence Ave STREET Hampden TOWN 04444 ZIP

MAILING ADDRESS (if different):

TELEPHONE: 862 3685 HOME 581 1978 WORK

EMAIL: LLABAK@yahoo.com

OCCUPATION: Professor

BOARD OR COMMITTEE PREFERENCE:
FIRST CHOICE: EOL

SECOND CHOICE (OPTIONAL):

How would your experience, education and/or occupation be a benefit to this board or committee?
renewal

Are there any issues you feel this board or committee should address, or should continue to address?

3 YEAR

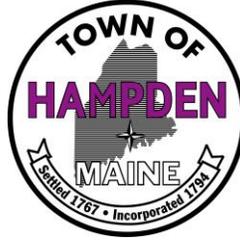
- BOARD OF ASSESSMENT REVIEW
PERSONNEL APPEALS BOARD
LURA HOIT MEMORIAL POOL
HARBOR COMMITTEE

- DYER LIBRARY
RECREATION COMMITTEE
BOARD OF APPEALS
HISTORIC PRESERVATION COMMISSION

5 YEAR
PLANNING BOARD

FOR TOWN USE ONLY
Date Application Received DEC 21 2017
COUNCIL COMMITTEE ACTION: Sves. January 8th DATE: 2018
COUNCIL ACTION: DATE:
NEW APPT REAPPOINTMENT DATE APPOINTMENT EXPIRES:

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
Email:
townmanager@hampdenmaine.gov

TO: Services Committee
FROM: Angus Jennings, Town Manager
DATE: January 4, 2018
RE: Draft RFP for Pool site engineering and permitting

Please find attached a RFP for engineering and permitting services.

On the basis of the Committee's direction, my goal was to substantially pare down the detail from the RFP last spring, which included (but did not solicit price proposals for) a work scope for this next stage of work. (That RFP is still posted as a reference document to the project webpage at www.hampdenmaine.gov/recplanning).

However, the draft retains some detail to specify certain scope items/deliverables that we know will be required for DEP permitting. Per the Committee's direction the draft invites bidders to recommend their specific project approach, including as it may differ from what is included in the RFP scope.

The draft also invites proposed pricing. A true RFQ would not do so, but in fully considering what is ahead I see it as being in the Town's benefit to lock in a Not to Exceed price. This will be necessary for the reserve funding authorization that will be needed, and would be included in a vendor contract. However, the draft also invites a minimum bid to give bidders the ability to say they can do it for low cost, but also allows them to structure their proposal to take into account potential future unknowns.

The draft scope does include preparation of construction drawings and bid documents for the parking-only phase (including associated stormwater infrastructure). I recognize that the Council has not determined whether the parking work will be put out to bid for construction, but inviting this cost now will provide a more complete picture of pre-construction soft costs.

I invite feedback on the draft leading up to and at the Services Committee meeting, with the goal to modify if/as necessary to proceed with procurement.

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
Email:
townmanager@hampdenmaine.gov

Request for Proposals – DRAFT

Engineering and Permitting Services for Municipal Building and Pool Site

The Town of Hampden seeks consulting services for engineering and permitting for expanded parking, recreational facilities, and stormwater infrastructure for the Town-owned site at 106 and 146 Western Avenue which includes the Municipal Building, the Lura Hoit Pool, athletic fields and undeveloped land. The Post Office site is owned by the Town but is subject to a multi-year lease for use as the Post Office. The Town has been advised that DEP will consider the Post Office in its review of a Site Location of Development Permit. With that included, the parcel has ~3 acres of impervious surface so will require Maine DEP Site Location of Development Act (SLODA) permitting to add any new parking or other impervious surface.

Required permitting also includes local Site Plan Review before the Hampden Planning Board. Based on schematic planning in 2017, and 2016 mapping of regulated natural resources on site, it is not anticipated that Natural Resources Protection Act (NRPA) and Army Corps of Engineers permits will be required. If additional permitting is found to be needed, this would be addressed through an amendment to project scope and budget based on advance agreement to terms.

A public planning process undertaken in 2017 produced a schematic plan for additional parking and stormwater facilities to serve existing site uses, and potential long-term site development including additional multi-purpose recreational fields, associated parking, practice space, walking trails, out buildings and other infrastructure (“potential full build plan”). The Town’s nearer-term intent is to proceed with an initial phase with additional parking to serve the existing uses on the site (“parking-only phase”). Engineering and permitting for either plan would include all stormwater infrastructure required to secure permitting, including (for SLODA) new or modified stormwater infrastructure related to existing development on the site. (Schematic plans and itemized preliminary cost estimates prepared during the 2017 work are attached.)

The Town Council’s Services Committee intends to bring the potential full build plan through DEP and local permitting, including engineering required to do so, with the intent to then bid out the permitted parking-only plan for construction. Therefore the engineering for the parking-only phase would be advanced to construction drawings upon completion of prior scope tasks.

The Town invites proposals from qualified engineers. Submittals shall include:

- 1) A statement of qualifications for all personnel who would be assigned to the project, including all prior experience preparing plans for SLODA approvals.
- 2) Based on review of existing project materials (online at _____), a proposed scope of work including proposed schedule, staffing plan (i.e. estimated labor hours and cost per task), and use of sub-contractors (if any). Proposed scope of work shall be responsive to the Scope of Work included herein, and should include add/alternate scope items if the vendor believes they will be or may become necessary to secure required permitting.

Town of Hampden Request for Proposals:
Engineering and Permitting Services for Municipal Building and Pool Site

Likewise, proposals should specify if there are items included in the Scope of Work in this document that the bidder believes are or may be unnecessary to achieve the Town's objectives.

- 3) A proposed minimum budget, including underlying assumptions (billing rates; personnel hours; number of meetings, public meetings, and public hearings (for Site Plan Approval); direct expenses, etc.), including whether work is proposed on a lump sum or time and materials basis. The proposal shall also include a Not-to-Exceed amount.
- 4) A statement of any assumptions the proposal relies upon in terms of work to be completed by others (Town or its agents); adequacy of base data (i.e. wetlands delineations, site topo, existing schematic plans, pipeline easements, etc.) to secure permitting without additional field survey (other than specified herein); etc.

Prospective bidders who wish to be considered for the project are invited to attend a **pre-bid informational meeting on [date TBD], 2018 at [] PM** at the Hampden Municipal Building, 106 Western Ave., Hampden, ME.

Prospective bidders may submit questions regarding this RFP to the Town Manager on or before [date TBD] at []. Questions will be answered as received and distributed to all prospective bidders that participate in the pre-bid meeting, or who notify the Town Manager that they wish to be considered a prospective bidder. Verbal responses to questions not submitted in writing will also be written up, with the question, and circulated to prospective vendors.

Sealed bids, clearly marked "Design, Engineering and Permitting Services, Town Building & Pool Site" must be received **no later than [date TBD] at []** addressed to:

Town Manager
Town of Hampden
106 Western Avenue
Hampden, ME 04444

Proposals will be publicly opened at the Hampden Municipal Building Conference Room at that time. A Statement of Bidders Qualifications (Attachment A) must be submitted. All price proposals shall be submitted on the form supplied by the Town (Attachment B). Any proposal received after the date and time of opening will be rejected and returned unopened to the bidder. **Bids may not be submitted by email.**

Upon review of qualifications and proposals, which is expected to include interviews with two or more vendors, the Town Manager shall recommend a vendor and budget to the Town Council's Finance Committee. The Town Manager's recommendation will be based on:

- 1) Demonstrated successful completion of projects of comparable scope.
- 2) Established competence and experience of proposed project team members.
- 3) History of client satisfaction based on reference checks.
- 4) Proposed schedule demonstrating substantial progress before June 1, 2018.
- 5) Ability to provide realistic constructed cost estimates for prevailing wage procurements.
- 6) Proposed compensation terms and budget.

Town of Hampden Request for Proposals:
Engineering and Permitting Services for Municipal Building and Pool Site

Based on the Town Manager's recommendation, and based on its own review which may, at its option, include Committee interview with two finalist vendors, the Town Council's Finance Committee will make a recommendation to the Town Council, which would vote to award a contract and authorize budgeted reserve funds. The anticipated date of contract award is [date TBD], 2018. Upon Council authorization, the Town Manager will execute a contract with the selected vendor. Prior to execution of a contract, the vendor must provide proof of workers compensation insurance, and of liability insurance with a \$400,000 minimum coverage, and shall provide a certificate naming the Town of Hampden as additionally insured.

The Town reserves the right to reject any and all proposals, in whole or in part, and to negotiate the terms and conditions with any proposer and to accept any proposal, in whole or in part, which the Town deems, in its sole opinion, to be in the best interest of the Town of Hampden.

Scope of Work:

1. Background Review and Confirmation of Scope.
 - a. Review documents on file with Town related to previous schematic planning, and development and permitting history of the site.
 - b. Participate in scope clarification meeting with representatives of the Town of Hampden. Confirm agreement with applicable permitting requirements as determined based on work completed during the prior phase in 2017; or revise if needed with associated contract amendment.
 - c. With Town, participate in SLODA Pre-Application meeting with MaineDEP.
2. Boundary Survey, Detailed Design Development and Preparation of Construction Cost Estimates. After confirming applicable regulatory and permitting requirements, the selected consultant will undertake site engineering as necessary to secure project permitting. Tasks may include but will not necessarily be limited to:
 - a. Provide certified property boundary survey with deed references.
 - b. Provide a soil survey, mapping and Class B report (if needed for DEP permitting).
 - c. Design stormwater management facilities as required for permitting including watershed pre and post development hydrology modeling and plans, design of drainage structure and channels, and design of treatment and detention features.
 - d. Design as required for permitting all proposed new and upgraded existing parking lots and recreational fields including plan, profile and detail drawings, grading plans, signage/pavement marking plans and lighting plans, as applicable.
 - e. Design and detail utilities including public water and sanitary sewer. Coordinate with local power and phone utilities and show proposed pole layout, if any. Utility deliverables to include draft specifications with design development drawings.
 - f. Prepare a construction cost estimate for the project, broken down by phases determined in consultation with the Town of Hampden.
 - g. During design development, conduct and facilitate periodic project progress meetings with Town representatives at the Hampden Town Office.
3. Permitting Services.
 - a. Prepare and submit an application for (including all applicable plans, agency letters and exhibits) and facilitate approval of a MaineDEP SLODA Permit.

Town of Hampden Request for Proposals:
Engineering and Permitting Services for Municipal Building and Pool Site

- b. Prepare and submit an application for Site Plan Approval with the Planning Board and attend required meetings or public hearings regarding same.
4. Detailed Design Development and preparation of Contract Documents (for the parking-only phase of the project).
- a. Prepare contract bid and construction documents consistent with the approved project design. At a minimum the project plan set will include cover sheet, existing conditions, erosion control, layout and materials, grading and drainage, landscape plans, utilities plans, and all related detail sheets. The project manual will include the Town's non-technical requirements and required technical specifications.
 - b. During the design development phase, attend a minimum of three project team progress meetings.

On a periodic basis throughout the assignment, the consultant may be asked to assist the Town in public communications regarding this initiative.

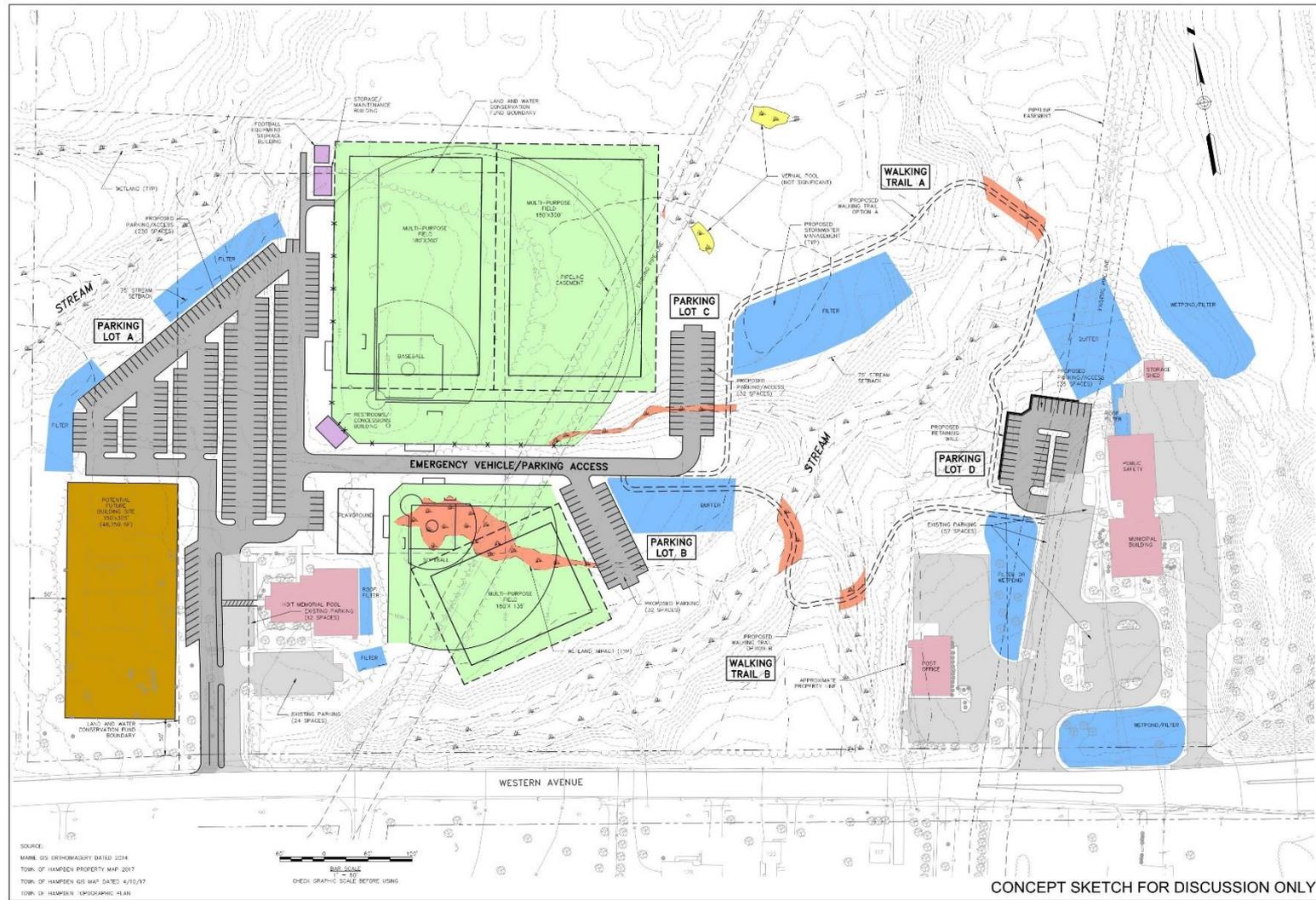
Deliverables: Provide digital files to the Town of all plans (Autocad and PDF format), maps (ArcGIS shapefile and PDF format), studies (PDF), applications (Word and PDF) and documents (PDF).

Conceptual Phase I Recreation Parking Improvements Option

Phase I Parking Improvements	No.	Description	Unit	Unit Price	Estimated Quantity	Value
	1	Lot A (138 Spaces)	SY	\$36.00	4800	\$172,800.00
		Misc. Fill	CY	\$15.00	1500	\$22,500.00
		Slip Form Conc Curb	LF	\$16.00	2200	\$35,200.00
		Stormwater Collection/Treatment	SY	\$10.00	4800	\$48,000.00
	2	Entrance/Exit Modifications	SY	\$36.00	500	\$18,000.00
		Strip and reserve Loam	CY	\$3.00	25	\$75.00
		Granular base	CY	\$20.00	45	\$900.00
	3	Municipal Offices/Post Office Stormwater Improvements	LS	\$50,000.00	1	\$50,000.00
	4	Lura Hoit Pool Stormwater Improvements	LS	\$10,000.00	1	\$10,000.00
SUBTOTAL =						\$357,475.00
15% PERMITTING/DESIGN =						\$53,700.00
CONTINGENCY (15%)=						\$53,700.00
TOTAL =						\$464,875.00



Full Build Out Potential



SOURCE:
 MAINE GIS (SHP/MASSGIS) DATED 2014
 TOWN OF HAMPDEN PROPERTY MAP 2017
 TOWN OF HAMPDEN GIS MAP DATED 4/15/17
 TOWN OF HAMPDEN TOPOGRAPHIC MAP

GRAPHIC SCALE
 0 20 40 60 80 100
 FEET
 CHECK GRAPHIC SCALE BEFORE USING

CONCEPT SKETCH FOR DISCUSSION ONLY





**COMMITMENT & INTEGRITY
DRIVE RESULTS**

One Merchants Plaza |
Suite 501
Bangor, Maine 04401

T 800.564.2333
T 207.945.5105
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**Town of Hampden
Municipal Building and Pool Site Conceptual Layout
DRAFT Budgetary Analysis
September 28, 2017**

Full Build-Out						
	No.	Description	Unit	Unit Price	Estimated Quantity	Value
Field Development North	1	Clearing & Grubbing (including disposal)	ACRE	\$10,000.00	6.0	\$60,000.00
	2	Geotextile Fabric	SY	\$1.50	22000	\$33,000.00
	3	6" Sand	CY	\$20.00	3700	\$74,000.00
	4	Strip, Amend, Replace Loam, Establish Turf	SY	\$3.50	22000	\$77,000.00
	5	Infield Mix	CY	\$60.00	150	\$9,000.00
	6	Perimeter Drain	LF	\$30.00	1680	\$50,400.00
	7	Flat Drain Underdrain	LF	\$4.00	10000	\$40,000.00
	8	Misc Fill	CY	\$15.00	3700	\$55,500.00
	9	4' Foul Fencing	LF	\$20.00	350	\$7,000.00
	10	Backstop	LS	\$8,000.00	1	\$8,000.00
	11	Misc. Athletic Equipment (Bases, plates, fence rail protection)	LS	\$2,500.00	1	\$2,500.00
SUBTOTAL=						\$416,400.00
10% PERMITTING/DESIGN =						\$41,700.00
CONTINGENCY (15%)=						\$62,500.00
TOTAL =						\$520,600.00
Field Development South	12	Clearing & Grubbing (including disposal)	ACRE	\$10,000.00	0.5	\$5,000.00
	13	Geotextile Fabric	SY	\$1.50	12000	\$18,000.00
	14	6" Sand	CY	\$20.00	2000	\$40,000.00
	15	Strip, Amend, Replace Loam, Establish Turf	SY	\$3.50	12000	\$42,000.00
	16	Infield Mix	CY	\$60.00	100	\$6,000.00
	17	Perimeter Drain	LF	\$30.00	1050	\$31,500.00
	18	Flat Drain Underdrain	LF	\$4.00	5500	\$22,000.00
	19	Misc Fill	CY	\$15.00	5000	\$75,000.00
	20	4' Foul Fencing	LF	\$20.00	240	\$4,800.00
	21	Backstop	LS	\$4,000.00	1	\$4,000.00
	22	Misc. Athletic Equipment (Bases, plates, fence rail protection)	LS	\$1,500.00	1	\$1,500.00
	23	In lieu Permit Fee	SF	\$3.00	9232	\$27,696.00
SUBTOTAL=						\$277,496.00
10% PERMITTING/DESIGN =						\$27,800.00
CONTINGENCY (15%)=						\$41,700.00
TOTAL =						\$346,996.00

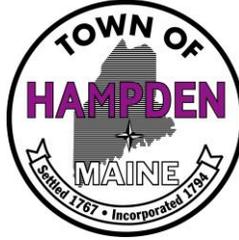
Full Build-Out (cont'd)

	Parking & Access					
	No.	Description	Unit	Unit Price	Estimated Quantity	Value
	23	Lot A (230 Spaces)	SY	\$36.00	11000	\$396,000.00
		Misc. Fill	CY	\$15.00	1500	\$22,500.00
		Slip Form Conc Curb	LF	\$16.00	2200	\$35,200.00
		Stormwater Collection/Treatment	SY	\$5.00	11000	\$55,000.00
	24	Lot B (32 Spaces)	SY	\$36.00	1200	\$43,200.00
		Geotextile fabric	SY	\$1.50	1200	\$1,800.00
		Misc. Fill	CY	\$15.00	200	\$3,000.00
		Stormwater Collection/Treatment	SY	\$5.00	1100	\$5,500.00
	25	Lot C (32 Spaces)	SY	\$36.00	1200	\$43,200.00
		Misc. Fill	CY	\$15.00	400	\$6,000.00
		Stormwater Collection/Treatment	SY	\$5.00	1100	\$5,500.00
		In lieu permit fee (not included in total)	SF	\$3.00	1763	\$5,289.00
	26	Lot D (35 Spaces)	SY	\$36.00	2300	\$82,800.00
		Retaining Wall System	LF	\$300.00	215	\$64,500.00
		Stormwater Collection/Treatment	SY	\$5.00	2200	\$11,000.00
	27	Emergency Vehicle/Parking Access Road	SY	\$36.00	1500	\$54,000.00
		Geotextile fabric	SY	\$1.50	1500	\$2,250.00
		Misc. Fill	CY	\$15.00	400	\$6,000.00
		Stormwater Collection/Treatment	SY	\$5.00	1500	\$7,500.00
	28	Connector Road (To Municipal Offices)	SY	\$36.00	1200	\$43,200.00
		Granular Base	CY	\$20.00	5800	\$116,000.00
		Precast Box Culverts (2 @8X6)	LS	\$20,000.00	1	\$20,000.00
		Rip Rap Slopes	SY	\$100.00	700	\$70,000.00
		Guard Rail	LF	\$50.00	600	\$30,000.00
		In lieu permit fee	SF	\$3.00	3250	\$9,750.00
	29	Entrance/Exit Modifications	SY	\$36.00	2600	\$93,600.00
		Strip and reserve Loam	CY	\$3.00	400	\$1,200.00
		Granular base	CY	\$20.00	100	\$2,000.00
	30	Misc Loam & Seed	SY	\$3.00	20000	\$60,000.00
SUBTOTAL=						\$1,295,989.00
10% PERMITTING/DESIGN =						\$129,600.00
CONTINGENCY (15%)=						\$194,400.00
TOTAL =						\$1,619,989.00

Full Build-Out (cont'd)

Misc. Improvements	No.	Description	Unit	Unit Price	Estimated Quantity	Value
	31	Relocate Playground	LS	\$20,000.00	1	\$20,000.00
	32	Football Equipment Storage Building	SF	\$40.00	500	\$20,000.00
	33	Recreation Storage Building	SF	\$40.00	960	\$38,400.00
	34	Restrooms/Concessions Building (including utility extensions)	SF	\$100.00	960	\$96,000.00
	35	Walking Path (Option A)	LF	\$8.00	1050	\$8,400.00
		In lieu permit fee	SF	\$3.00	2613	\$7,839.00
	36	Walking Path (Option B)	LF	\$8.00	550	\$4,400.00
		In lieu permit fee	SF	\$3.00	3311	\$9,933.00
	37	Municipal Offices/Post Office Stormwater Improvements	LS	\$50,000.00	1	\$50,000.00
	38	Lura Hoit Pool Stormwater Improvements	LS	\$10,000.00	1	\$10,000.00
	39	Field Irrigation System (extend 4" main~500LF, with 1" PE laterals)	LF	\$25.00	6350	\$158,750.00
40	Field Lighting	LS	\$250,000.00	1	\$250,000.00	
SUBTOTAL (Including Path A) =						\$651,550.00
10% PERMITTING/DESIGN =						\$65,200.00
CONTINGENCY (15%)=						\$97,800.00
TOTAL =						\$814,550.00
SUBTOTAL FULL BUILD OUT (NO ROAD EXTENSION, Item 28) =						\$2,362,235.00
10% PERMITTING/DESIGN =						\$236,300.00
CONTINGENCY (15%)=						\$354,400.00
TOTAL =						\$2,952,935.00

Town of Hampden
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TO: Services Committee
FROM: Angus Jennings, Town Manager
DATE: January 4, 2018
RE: Potential public referendum

One question the Committee has discussed on several occasions is whether to bring a question to public referendum regarding whether and to what extent there is support for additional Town investment in recreational facilities. If the objective is to propose funding authorization, this will require the preparation of more detailed engineered plans than we have today. Alternatively, the Committee may consider proposing a non-binding referendum question.

In meeting with Chairman Marble earlier this week, we both agreed that the idea of proposing a non-binding referendum question has merit. Whether this is proposed will depend on majority will of the Councilors. If it is to be proposed, we can discuss whether June or November 2018 would make more sense.

If in June, results would be available prior to the Council's approval of the Town budget (which, per Charter, is typically the third Monday in June), raising potential that the outcome of the referendum – while non-binding – could inform whether and to what extent additional funds are put into reserve in support of recreational facilities. However, turnout would be expected to be higher in November.

Depending on whether and how quickly engineering proceeds, a November timeframe could allow for a proposed binding referendum question to authorize borrowing, if that is found to be necessary to support the Council's objectives.