

OF NEW HAMPSHIRE
INTER-DEPARTMENT COMMUNICATION

DATE: March 24, 2022

AT: Construction Bureau

FROM: Mason Chepulis [PEM/le](#)
Contract Administrator

SUBJECT: **Allenstown-Pembroke 40362**
NH 28 Over Suncook River

TO: Construction Files *via*
Theodore Kitsis, P.E.
Administrator

MEMORANDUM

On Tuesday, March 8, 2022, a Pre-Construction Conference was held via ZOOM Meeting and was attended by:

NAME	REPRESENTING	PHONE	E-MAIL ADDRESS
Mason Chepulis	NH DOT Construction	603-305-9040	mason.r.chepulis@dot.nh.gov
Paul Metcalf	NH DOT Construction	603-419-9345	paul.e.metcalfjr@dot.nh.gov
Greg Tedeschi	NH DOT Construction	603-361-5566	gregory.t.tedeschi@dot.nh.gov
Elizabeth Richardson	NHDOT Design Services	603-271-3652	elizabeth.l.richardson@dot.nh.gov
Brian Desfosses	NHDOT District 5	603-666-3336	brian.a.desfosses@dot.nh.gov
Mike Ferrari	Evroks Corp.	603-455-1791	mferrari@metrocast.net
Bernie Lee	Severino Trucking	603-234-8516	blee@severinotrucking.com
Jason Tremblay	NHDOT Bridge Design	603-271-1614	jason.a.tremblay@dot.nh.gov
Anthony Weatherbee	NHDOT Turnpikes	603-485-6234	anthony.n.weatherbee@dot.nh.gov
Paul Lovely	NHDOT Bridge Design	603-271-2731	paul.m.lovely@dot.nh.gov
Carter Lee	NHDOT Construction	603-271-2571	carter.a.lee@dot.nh.gov
Dale Keirstead	NHDES	603-271-4065	dale.r.keirstead@des.nh.gov
Darrel Elliot	NH DOT Environment	603-419-9822	darrel.j.elliott@dot.nh.gov
David Jodoin	Town of Pembroke	603-485-4747 x202	djodoin@pembroke-nh.com
Brian Arsenaault	Town of Allenstown	603-485-9202 x4	barsenaault@allenstownnh.gov
Derik Goodine	Town of Allenstown	603-485-4276 x112	TA@allenstownnh.gov
Julie Whitmore	VHB		jwhitmore@vhb.com

PROJECT DESCRIPTION

This project is the replacement of the bridge carrying NH 28 over the Suncook River between Allenstown and Pembroke, NH. The work limits start approximately 240 ft south of the bridge and extend to approximately 700 ft north of the bridge.

The scope of the bridge work includes replacement of bridge pavement, membrane, deck, superstructure, bridge rail, approach rail, expansion joints, bearings, adding approach slabs, rehabbing at both abutments and both piers, as well as adding scour protection.

The scope of the road work consists of reconstructing the approaches and installing approach rail and end units.

CONTRACTOR’S PROPOSED SCHEDULE

A CPM Schedule is required for this project and should meet the requirements detailed in 108.03.A.

Initial Contractor Schedule was submitted and is attached.

The intermediate completion date to be in Phase #1A for this project is October 28, 2022

The contract completion date is October 13, 2023.

LIST OF SUBCONTRACTORS

Anticipated subcontractors are as follows:

- BriWeld Industries 603-622-9480
- Able Crane Services, Inc. 603-242-9415
- Continental Paving, Inc. 603-437-5387
- CWS Fence & Guardrail 603-735-5465
- EDM Construction Inc. 978-346-9898
- Independent Concrete Pumping 781-246-0423
- HS&G Erosion Control LLC 603-345-0157
- K5 Corporation 781-982-9226
- Leslie E. Roberts, LLC 603-267-8135
- Moore Concrete Cutting, Inc. 603-626-0440
- Nicom Coatings Corporation 802-223-5264
- Project Flagging, Inc. 603-622-9302
- TFMoran, Inc. 603-472-4488
- Severino Trucking Co., Inc. 603-483-2133
- Venture Construction 603-622-9302

Per amendment to Section 108.01, substitution of approved subcontractors will not be allowed except for reasons acceptable to the Department.

Subcontractor Approvals: Prime Contractors must submit requests for the approval of all Subcontractors (including lower-tier subcontractors) no later than 5 days prior to the start of work. Subcontractors will not be allowed to work on the project without prior approval. All contractors, subcontractors, and independent contractors must complete and submit a Work Certificate Form prior to starting work on any State project. Any company that fails to provide a completed Work Certificate before the start of work; or any company suspected of making a false statement or fails to supply sufficient documentation to support its compliance with RSA 228:4-b, will be ordered to suspend all work, and the NH DOL will be notified. **Per NHDOT Standard Specifications Section 108.01, “No payment will be made for work performed by any Subcontractor, Lower-Tier Subcontractor, or Independent Contractor performing work without consent by the Department.”** If you have any questions regarding this requirement, please call the Office of Federal Compliance at (603) 271-2467 or NHDOT Construction Office at (603) 271-2571.

Note about non-NH based subcontractors: Primes should allow more time to complete subcontractor approvals for non-NH based subcontractors who have not worked on NHDOT projects previously. These contractors must complete additional forms.

UTILITY SCHEDULES

Aerial

Eversource Energy, Comcast and Consolidated Communications, Inc. have relocated their aerial facilities. Eversource Energy has de-energized the power to the aerial line from approximately Station 106+98 LT. north, to just south of Buck Street. The Contractor shall notify Eversource Energy, when the project has been completed, to initiate the re-energizing of that same portion of power. Eversource Energy is the utility pole maintainer and is responsible for setting and removing the utility poles.

Temporary Lighting

Provide and maintain temporary lighting (Item 670.101) in conjunction with portable concrete barrier as shown on the Traffic Control Plans or as directed. If portable concrete barrier is installed, other than required on the plans, provide temporary lighting as directed (at the Contractor's expense)

ENVIRONMENTAL REQUIREMENTS:

The Bureau of Environment's Environmental Coordinator for this project is Darrel Elliot.

Darrel would like to have an environmental precon prior to construction to review all the environmental commitments and concerns. SWPP Training will occur at environmental precon. There are some Type 1 invasive species on the job site. A brook floater survey has been completed and none were found.

Dale Keirstead of DES recommended reviewing all permits, requirements and on-site flagging of temporary impact area limits. Approved Water Quality Turbidity Testing will be used to monitor water quality during construction. Environmental permits must be posted on site. Erosion control plans and water diversion plans need to be submitted and DES has 2 weeks to approve.

The following environmental permits are required and have been issued for the project (check only as appropriate):

Wetlands Bureau Permit / permit # 2021-00801

Corps of Engineers State Programmatic General Permit (SPGP) / permit # NAE-2021-01653.

Shoreland Protection Permit #NHDES-W-06-039

This project required coverage under the EPA's National Pollutant Discharge Elimination System's (NPDES) Construction General Permit (CGP).

EPA's *Notice of Intent (NOI)* and *Notice of Termination*. A copy of the notifications and EPA's response shall be given to the Contract Administrator and Environmental Coordinator.

It will be the Contractor's responsibility to secure permits, variances and the like for work not ordered or not shown on the plans.

All permits must be visible and posted on the project.

The following environmental submittals are required (check only as appropriate). If required, the subject plan shall be submitted and approved prior to starting the affected work.

A Storm Water Pollution Prevention Plan (SWPPP).

An Invasive Species Protection Plan. *Not required for this project*

Project Operations Plan (POP).

Other:

Other:

A REVIEW OF THE PLANS, SPECIFICATIONS AND TRAFFIC CONTROL PLAN (TCP) WAS MADE WITH THE FOLLOWING PROJECT SPECIFIC COMMENTS:

Work is anticipated to start at the end of April. Work will begin with setting up the state trailer and building a crane pad for Phase 1 work. Phase 1 construction will begin on May 6, 2022. The schedule shows meeting intermediate completion date of October 28, 2022. May 9, 2022 is the day anticipated for shifting traffic into temporary signalized alternating one way to construct Phase 1. The schedule anticipates the project to be in phase 1A for winter maintenance as dictated by the prosecution of work. Phase 2 is planned to start April 2023. Bridge work anticipated to be complete October 13, 2023, to give subcontractor Severino 3 weeks to complete road work.

August 2022 is the anticipated timeframe for starting the pier collar work that involves impacting the river. The thought being that in August the river will be in a low flow condition which will make constructing the access and cofferdams for the pier work easier. The construction for the piers themselves is planned to start in October 2022 after the bridge work above from Phase 1 is complete. These dates could fluctuate depending on what the water level in the river is doing at that time. Evroks would like to leave the pier access and cofferdams in place until the Phase 2 steel is removed in the following spring. This will allow Severino to have more overhead room for the excavator during access and cofferdam removal.

No concurrent work is anticipated for this project.

There was no Utility representative at the meeting. It was agreed to set up a utility meeting with Eversource, NH DOT and the Contractor at a later date. Eversource, Comcast and Consolidated Communications have relocated their aerial lines. Eversource has also de-energized their lines from Sta 106+98 Lt to just south of Buck Street. When the project is complete the contractor will notify Eversource so they can re-energize these lines.

There are no underground or bridge mounted utilities.

Temporary lighting will be used in conjunction with the portable barrier as shown in the TCP.

The Contractor would like to use the Northeast corner of the jobsite as their staging area. The Contractor has also had conversations with the nearby maintenance shed and anticipates using that location for the state project trailer location and material storage. Dale Keirstead of DES recommended checking that the Northeast corner of the project that the contractor would like to use for staging does not require a shore land permit or permit amendment due to its proximity to the river.

Bridge maintenance would like the bridge railing and splice bars but no posts, bridge approach rail units with posts, splice bars, connection plates, end caps and Thrie beam to W beam transitions. No hardware is to be salvaged.

This project will be built using phased construction. Phase 1 will consist of the NB side of the bridge being closed off and reconstructed during this upcoming construction season. During this time, through traffic will be maintained on the SB side of the bridge utilizing an alternating one way with temporary signals. Phase 1A is the configuration the project will be in during winter 2021-2022. This phase will have both NB and SB lanes open to traffic with an envelope of jersey barriers protecting the gap between the newly constructed NB side of the bridge and the existing SB side. Phase 2 will be a mirror image of Phase 1 while the SB side of the bridge is reconstructed. There are varying minimum widths for travel lanes and shoulders depending on construction phase

THE IMPORTANCE OF THE FOLLOWING IS ALSO BROUGHT TO THE CONTRACTOR'S ATTENTION:

Dig-Safe: The Contractor shall be responsible to notify the **DIG-SAFE** Call Center at least 72 hours in advance of starting any excavation or erecting permanent construction signing. Municipal and/or privately owned utilities shall be notified separately by the Contractor. The dig safe numbers shall be given to the Contract Administrator.

Pit Agreement Forms include Municipal notification. There will be approximately 465 CY of surplus material from this project. Current Pit and Disposal Agreements may be found on the NHDOT's website at <https://www.nh.gov/dot/business/contractors.htm>. Pit and Disposal Agreements where required must be completed and provided to the Contract Administrator prior to movement of material.

Excavation Tax: The Contractor is reminded of the requirements of Section 107.02 and RSA 72-B, Excavation Tax. An Excavation Tax Certificate is not required for this contract. Note: If surplus calculation is less than 1,000 CY, excavation tax is not required. A Notice of Intent to Excavate application can be obtained at the local tax assessor's office or from the NH Department of Revenue Administration. The current Excavation Tax Certificate shall be posted on the job site at the Contractor's project bulletin board.

Construction signing and traffic control devices must be in good repair with adequate reflectivity/new as required and the contractor must maintain the inventory of signs and devices in good condition.

Regulatory and warning signs shall be maintained or relocated as necessary and notification of the NHDOT Bureau of Traffic (271-2291) is required when signs are moved.

Flaggers and Uniformed Officer Use:

- Use shall be in accordance with NHDOT policy and guidelines. See NHDOT Work Zone Traffic Control Standard Plan TC-2 at: <https://www.nh.gov/dot/org/projectdevelopment/highwaydesign/standardplans/index.htm>
- Use should be discussed with and approved by the CA in advance.
- All flaggers and officers on the project shall have been trained in accordance with Item 618 specifications.
- When calling for detail officer, remind the desk that this is a NHDOT project and NHDOT approved training is required.
- The contractor should ask the relevant police department if they have a list of trained officers to help minimize confusion. No training. No pay.

TCP Changes: If the contractor feels the Traffic Control Plan for the project can be improved, a proposal shall be submitted in writing for review and approval.

MWZA: A Municipal Work Zone Agreement (MWZA) recognizing the Department's authority to control project traffic was signed by the Town of Pembroke on October 19, 2020.

MWZA: A Municipal Work Zone Agreement (MWZA) recognizing the Department's authority to control project traffic was signed by the Town of Allenstown on October 19, 2020.

Maintaining the public trust:

- No gifts allowed
- If office supplies are needed, they are to be purchased per specification by Contractor personnel off a list generated by the CA. Giving the CA a contractor/company credit card or an account to acquire supplies is not allowed

EEO and OSHA: Applicable requirements must be followed at all times.

Certificates of Compliance and Qualified Products List (OPL): Documentation is required prior to payment.

Submittal Protocol: Unless otherwise directed, electronic submittals are acceptable for most initial and final submissions. If requested, paper copies may be required as outlined in Specification 105.02. Contractor may be asked to use Bluebeam for submittal uploads, especially for large files.

When sending submittals or other correspondence via email, please include the project name, project number, relevant item# and submittal, RFI, or correspondence subject in the Subject line. For example, ***Project Name_Project Number(s)_ItemXXX_Name of Submittal.***

This subject line format will help the District Construction Engineer (DCE) or Contract Administrator (CA) to more quickly track and sort submittals. When responding to a submittal, the DCE or CA will *Reply All* to the initial email submission so that the email chain is kept in-tact and remains traceable as much as possible.

Typical submittals that should be sent directly to the DCE:

- Submittals for documentation and approval
- Design RFIs
- Initial CPM or Bar Graph Schedules (also send to CA as a cc:) – *ref. 108.03.A.1.2*

Typical submittals that should be sent directly to the CA:

- QPL Information
- Schedule Updates
- Day to day project questions
- Buy America Source Documentation (*note: only required if federally funded*)
- Certified Payrolls (*note: required if federally funded, may be required for extra work*)
 - Payroll submissions must be separate attachments and be titled in the following format: **Contractor's name**, abbreviated is fine, **followed by the week ending date (yyyy/mm/dd)**.

Documentation that should be submitted and uploaded directly through iCX:

- Subcontractor Approval Submissions
- Change Order Approvals
- Certificates of Compliance

For any documentation that doesn't clearly fall under any of the above categories, please send to both the CA and DCE.

PROJECT PERSONNEL:

The Contractor's contact personnel relative to project requirements are as follows:

PROJECT SUPERINTENDENT	Michael Considine
TRAFFIC CONTROL COORDINATOR	Michael Considine
SAFETY OFFICER	Michael Ferrari
PROJECT SITE EEO OFFICER	Michael Ferrari

EMERGENCY WEEKEND AND /OR NIGHT MAINTENANCE CONTACTS

Please see attached list for Project and Emergency Contact Personnel.

cc: Attendance List

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PROJECT CONTACT INFORMATION

PROJECT NAME:	Allenstown-Pembroke
PROJECT NUMBER:	40362
PROJECT LOCATION:	Route 28 over the Suncook River in Allenstown & Pembroke
CONTRACTOR:	Evroks Corporation

LIST IN PRIORITY ORDER, CONTRACTOR PERSONNEL TO BE NOTIFIED IN CASE OF EMERGENCY WEEKEND AND/OR NIGHT MAINTENANCE NEEDS.

	NAME	PHONE
1.	Michael Considine	603-244-8896
2.	Michael Ferrari	603-455-1791, 603-527-3545

IF THE ABOVE CONTRACTOR PERSONNEL CANNOT BE REACHED, PLEASE CALL:

CONTRACT ADMINISTRATOR:	Mason Chepulis
DAYS:	603-305-9040
NIGHT/WKND:	603-305-9040

DISTRICT CONST. ENGINEER:	Paul Metcalf
DAYS:	603-419-9345
NIGHT/WKND:	603-419-9345

RETURN COMPLETED FORM TO CONSTRUCTION FOR DISTRIBUTION

Copy to Maintenance District 5	✓	Transportation Management Center	✓
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