

ENGINEERING SERVICES REQUEST  
AUTHORIZATION TO PROCEED

To: Underwood Engineers, Inc. ( <b>Engineer</b> ) 25 Vaughan Mall Portsmouth, New Hampshire 03801	ESR No.: <b>#10</b> File No.: 3257 Date: December 19, 2024 Description: <b>Colby Point Wellfield Upgrade – Prelim. Design</b>
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From: Board of Commissioners  
New London-Springfield Water System Precinct (**Owner**)  
73 Old Dump Road  
New London, NH 03257

Owner's Contact(s) (this project):	Rob Thorp, Superintendent
Engineer's Contact(s) (this project):	Peter J. Pitsas, P.E. (NH), Senior Project Manager

Under agreement for Professional Services as Consulting **Engineer** for the **Owner** (General Services Agreement #1534 dated 11/17/2008), **Engineer** is authorized to proceed with the following work:

**Description:**

The Precinct has lost capacity in the Colby Point Wellfield that they would like to resolve. Additionally, there is a desire to add flowmeters for each well so the flow from each well can be monitored in lieu of just monitoring the total flow from all wells. Preliminary design will be completed on the following:

1. Replacement of 2 wells.
2. Addition of a new overburden well (i.e. 7<sup>th</sup> well).
3. Addition of a new bedrock well (i.e. 7<sup>th</sup> well).
4. Installation of flow meters for each well.

The work on this project is being noted as preliminary design as the final deliverable will be a detailed scope of work and opinion of cost for the larger improvement project.

All work on this project will be coordinated with the Precinct as well as GZA GeoEnvironmental who is performing the hydrogeological work on this Project.

**Scope of Work:**

**Engineer** will provide the following engineering services:

***Task 1: Preliminary Design***

Underwood Engineers will provide design-phase engineering services for the following tasks:

- Investigate electrical needs for the 4 proposed projects that are noted above. This will include the following:
  - Verifying that the service for the Colby Point Pump Station is large enough to power the additional components.
  - A rough location of where new components will be installed in the existing building.
  - Determine if new conduits need to be run from the Pump Station to the wellfield. If needed, their location will be identified.
  - Determine how the new flowmeter will be powered and how the signals would be transmitted to the Pump Station.
- Investigate piping needs to tie the new wells into the existing piping network.
- Investigate necessary piping modifications to install the flow meters on each of the well discharge pipes. Identify where the flowmeter transmitters will be located.
- Size the new pumps.
- Investigate the major SCADA upgrades that are needed.
- Prepare an Engineer's Opinion of Probable Cost for the 4 proposed projects.
- Submit a Draft Report including sketches and Opinion of Probable Cost for the Precinct and NHDES review and approval.
- Submit the final Report including sketches and Opinion of Probable Cost.

***Information needed from the Owner***

The Owner will provide the following:

- Access to site.
- Project related correspondence.
- Record information on prior projects.
- Maintenance records for the facility and well field.
- Other necessary information that is needed to complete the Project.

### ***Work Not Included***

The following is not included in the Scope of Work:

- Survey and Subsurface investigation.
- Permitting.
- Permits.
- Final design.
- Grant or loan funding applications.

### **BUDGET COST**

Budget estimates for the tasks outlined in the Scope of Work are:

Task 1: Preliminary Design	<u>\$25,000</u>
<b><i>TOTAL (this ESR)</i></b>	<b><i>\$25,000</i></b>

Fees for engineering services will be on an hourly basis for the personnel involved. Such hourly fees will be based on the Engineer's technical payroll plus an allowance to cover overhead and profit. Fees also include reimbursement for transportation expenses (per mile), out-of-pocket travel expenses (tolls), prints, telephone calls and miscellaneous materials that may be required to complete the work.

Suggested budgets, as used herein, are best estimates by Underwood Engineers. The budgets are based on available information and prior to a detailed research on the Project. Budgets are not intended to be fixed prices but are reasonable estimates of average costs to complete projects of similar size. Budget will not be exceeded without written authorization.

### **TENTATIVE SCHEDULE**

It is our understanding that this work will need to be approved at the March 2026 Precinct Meeting; therefore, our schedule is based on this.

Contract Signing	March 2026
Draft Report	June 2026
Final Report	August 2026

### **Approval:**

Approval and authorization to proceed with the work:

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Kenneth Jacques, Commissioner      Date  
New London-Springfield WSP

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David J. Mercier, P.E., President      Date  
Underwood Engineers, Inc.