

BUDGET WORKSHEET - EXPENDITURES

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 01-4902-##-###

Level of Detail = Account Number; Level = 9

Fund: GENERAL FUND - 24-01BUD
2024

Budget Year: January 2024 thru December

Account Number	Account Name	Last Year Budget (1)	Last Year Actual (2)	This Year Budget (3)	This Year Actual (4)	Next Year Department (5)	Next Year Board (6)
CAPITAL OUTLAY							
Capital Outlay							
01-4902-68-715	CAP OUTLAY - RECREATION	0	0	0	0	0	0
01-4902-68-728	CAP OUTLAY - SAFETY BUILDING	0	0	65,000	64,823	0	0
01-4902-68-730	CAP OUTLAY - TOWN HALL	40,241	39,020	50,000	25,433	51,050	51,050
01-4902-68-735	CAP OUTLAY - T/W VEHICLE	0	0	0	0	210,000	210,000
01-4902-68-740	CAP OUTLAY - T/W COMPUTERS	46,108	14,948	63,172	6,362	35,280	35,280
01-4902-68-746	CAP OUTLAY - PLANNING	0	0	112,000	23,473	0	0
01-4902-68-760	CAP OUTLAY - POLICE DEPARTMENT	0	0	65,482	13,601	116,830	116,830
01-4902-68-761	CAP OUTLAY - PUBLIC WORKS	0	0	200,000	0	87,500	87,500
01-4902-68-768	CAP OUTLAY - CONSERVATION	0	0	64,790	2,400	18,000	18,000
01-4902-68-770	CAP OUTLAY - T/W INFRASTRUCTURE	0	0	0	14,637	46,595	46,595
01-4902-68-773	CAP OUTLAY - SPCCP & SWPPP	0	0	51,500	4,937	40,000	40,000
01-4902-68-805	CAP OUTLAY - PARSONS' CREEK	0	0	0	0	54,797	54,797
01-4902-68-990	CAP OUTLAY - PR YR ENCUMBRANCE	153,835	105,148	0	63,871	0	0
TOTAL	Capital Outlay	240,184	159,116	671,944	219,538	660,052	660,052
TOTAL	CAPITAL OUTLAY	240,184	159,116	671,944	219,538	660,052	660,052
TOTAL	BUDGET TOTAL	240,184	159,116	671,944	219,538	660,052	660,052

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: Town Hall Annex
CAPITAL ITEM: Security System

Capital Budget Amount Requested: \$51,050

Account # 01.4902.108.736

Results of Preliminary Quotes/Bid Requests:

#1:	Name: <u>Pelmae</u>	\$ <u>51,050.⁰⁰</u>
#2:	Name: _____	\$ _____
#3:	Name: _____	\$ _____

Description/Explanation:

Department Head: Becky Boyce Date Submitted: _____



9/26/2023

Mr. Matt Scruton
Town Administrator
Town of Rye
500 Washington Road
Annex
Rye, NH 03870

Matt,

Here is a proposal to install access control, cameras and alarm at the Annex. This is a budget number, about 10% above what the current cost would be. Any questions, please let me know.

Kind Regards,

Ken Parker

Ken Parker
Area Sales Manager
PELMAC INDUSTRIES, INC.

KP/sb

"Modern Technology...Old Fashioned Service"

12 Commercial Ct. Auburn, NH 03032 -603-623-5916 -FAX 603-647-7712
www.pelmac.com info@pelmac.com

1 of 3



PROPOSAL

Number 023Q4560

Date Sep 26, 2023

Proposal Submitted to:

Town of Rye

Mr. Matt Scruton
500 Washington Road
Annex
Rye, NH 03870

Site name
Town of Rye
500 Washington Road
Annex
Rye, NH 03870

Title
Town Administrator
Email Address
mscruton@town.rye.nh.us

Site Contact Person
Mr. Matt Scruton

Site Phone
(603)964-5523

Phone
(603)964-5523
Fax
(603)964-1516

Site Fax
(603)964-1516

Salesperson
Ken Parker

Here is the quote you requested.

Qty	Description	Unit Price	Ext. Price
	Access		
1	Smart Controller w/ 2 doors	\$2,305.00	\$2,305.00
2	2 Door Controller	\$1,224.00	\$2,448.00
3	Controller License	\$116.00	\$348.00
1	Client License	\$2,064.00	\$2,064.00
100	Access Cards	\$7.00	\$700.00
5	Mullion Mount Reader Mobile Ready	\$320.00	\$1,600.00
5	Door Position Switch	\$33.00	\$165.00
5	Request to Exit	\$182.00	\$910.00
5	Electric Strike	\$238.00	\$1,190.00
1	4 Board Enclosure w/ Dual Power Power	\$1,302.00	\$1,302.00
4	Lever Set, RH, Store Room Lock, Satin	\$121.00	\$484.00
1	Lever Set, LH, Store Room Lock, Satin	\$121.00	\$121.00
1	Deadbolt Hole Fill Plate	\$12.00	\$12.00
1	Deadbolt Edge Fill Plate	\$5.00	\$5.00
4	Levers Keyed Alike	\$29.00	\$116.00
	SubTotal		\$13,770.00
	Intrusion		
1	Alarm Panel, Network	\$539.00	\$539.00
1	Auxiliary Package	\$101.00	\$101.00
1	LTE Cellular Backup	\$268.00	\$268.00
1	Alarm Keypad	\$150.00	\$150.00
3	Door Position Switch	\$33.00	\$99.00
5	Wireless Panic Button	\$80.00	\$400.00
1	Wireless Receiver	\$127.00	\$127.00
1	Outdoor Siren Strobe, Blue	\$133.00	\$133.00
6	Wall Mount Motion	\$78.00	\$468.00
1	Power Package (12V)	\$425.00	\$425.00
	SubTotal		\$2,710.00
	CCTV		
1	20TB Video Server, RAID, 16GB RAM, Windows 10	\$5,865.00	\$5,865.00
1	24 Port PoE+ Gigabit Managed Switch	\$1,833.00	\$1,833.00
6	Camera License	\$132.00	\$792.00
6	3 Year Maintenance & Support	\$72.00	\$432.00
6	5MP, 3.0mm, 20M IR, WDR, IP66, IK10, Indoor/Outdoor Mini Dome	\$477.00	\$2,862.00
4	Wall Mount	\$64.00	\$256.00
1	1500VA Linne Interactive UPS	\$875.00	\$875.00
1	Miscellaneous Cable & Connectors	\$2,280.00	\$2,280.00
1	Installation	\$19,375.00	\$19,375.00

12 Commercial Court Auburn, NH 03032 800-244-5916 603-623-5916 FAX 603-647-7712
www.pelmac.com e-mail: sales@pelmac.com

"Modern Technology... Old Fashioned Service"



PROPOSAL

Number 023Q4560

Date Sep 26, 2023

Salesperson
Ken Parker

Proposal Submitted to:
Town of Rye

	SubTotal	\$34,570.00
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This Proposal to Include: Access, Alarm & CCTV Install
Please contact me if I can be of further assistance.

Total Investment: \$51,050.00

*Applicable Sales Tax and
Permit Fees Not Included*

Monitoring:

24 Hr Central Sta. Monitoring \$40.5Per Month; Payable In Advance: Annually
Monitoring Incl: Network Alarm Monitoring w/ Cell

Warranty: The above equipment and Installation carries our **12 Month** warranty covering all PARTS, LABOR and TRAVEL. This warranty does not apply to equipment failure or services rendered due to misuse, tampering, operator error or Acts of God.

Terms	Deposit: Equipment Deposit Due Upon Approval:	\$31,675.00
	Balance: Due Upon Job Completion:	\$19,375.00

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers fully covered by Workmen's Compensation Insurance.

Note: This proposal may be withdrawn by us if not accepted by: 10/25/2023  PELMAC Ind, Inc. Authorized Signature

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted.

You are authorized to do the work as specified. Payment will be made as outlined above.

Date: _____ Customer Signature: _____ Title: _____

12 Commercial Court Auburn, NH 03032 800-244-5916 603-623-5916 FAX 603-647-7712
www.pelmac.com e-mail: sales@pelmac.com

"Modern Technology... Old Fashioned Service"

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: Rye Rec

CAPITAL ITEM: TRUCK

Capital Budget Amount Requested:

Account #

Results of Preliminary Quotes/Bid Requests:

#1:	Name: <u>STATE BID</u>	\$ <u>40,000</u>
#2:	Name: _____	\$ _____
#3:	Name: _____	\$ _____

Department Head: Ryana Maith Date Submitted: 10/14/23



Town of Rye, New Hampshire

2024-2029 CIP PROJECT REQUEST

Project Title: Recreation Department Vehicle

Department: Recreation Department
 Contact: Dyana Martin
 Phone: 603 964 6281
 e-mail: dmartin@town.rye.nh.us

Project Priority: 1
 Est. Total Cost: \$40,000
 Est. Useful Years: 10

PROJECT DESCRIPTION & RATIONALE

The Rye Recreation car was in need of repair/replacement. It went in to be inspected this year and was red lined by the Department of Public Works so the department no longer has a vehicle. The Crown Victoria was at least 10 years old and was transferred originally from the Police Department to the Code Enforcement Department to the Recreation Department. What I have found is that a car was never really a good vehicle choice for the department as it did not really fit our needs. The vehicle is used more for hauling items to an from special events, programs and for park maintenance work. Having said that, I am requesting a new truck for 2024 as a vehicle replacement for the Recreation Department. The department is requesting a Ford F-150 pickup truck or equivalent - 4door, 6 cylinder, two/four wheel drive, 6ft bed estimated to cost \$40,000 (2023 dollars) from the state bid site.

Photo (Optional)

Capital Cost:	FY24	FY25	FY26	FY27	FY28	FY29	Total	Proposed Funding Source
Planning/Design/Egging								<input type="checkbox"/> User Fees
Land/Site Improvement								<input checked="" type="checkbox"/> General Fund (tax rate)
Construction								<input type="checkbox"/> Capital Reserve
Equipment Cost	\$40,000						\$40,000	<input type="checkbox"/> Impact Fee Account
Other Cost								<input type="checkbox"/> Other (Grants, Special Assmt)
Total of Capital Costs								<input type="checkbox"/> Bond
Operating Budget Impact:								
Project Totals	\$40,000						\$40,000	

CIP Contact: Dyana Martin

Phone: 964-6281

PROJECT TITLE: Recreation Department Vehicle

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: Building Inspector
CAPITAL ITEM: Vehicle

Capital Budget Amount Requested: 40,000

Account # 01.4902.68.735

Results of Preliminary Quotes/Bid Requests:

#1:	Name: <u>State Bid</u>	\$ <u>40,000⁰⁰</u>
#2:	Name: _____	\$ _____
#3:	Name: _____	\$ _____

Description/Explanation:

Department Head: Chuck Marston Date Submitted: _____



Town of Rye, New Hampshire

2024-2029 CIP PROJECT REQUEST

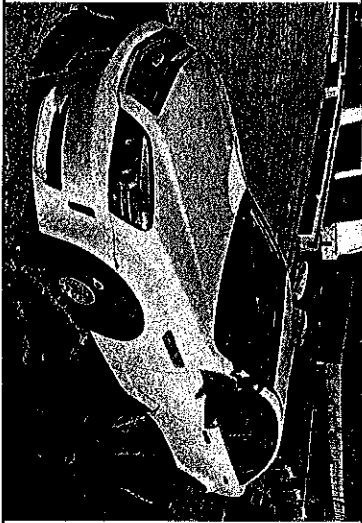
Project Title: Building Dept Vehicle

Department: Building Department
 Contact: Milion Marsdon
 Phone: 964-9800
 e-mail: mmarsden@town.rye.nh.us

Project Priority: _____
 Est. Total Cost: \$40,000
 Est. Useful Years: _____

PROJECT DESCRIPTION & RATIONALE

The Code Enforcement car is in need of replacement. The 2014 Chevy Caprice is 10 years old and was transferred from the Police Department to the Town Fleet. The Building Department is in need of a new vehicle that fits our needs. We require a four wheel drive vehicle to access building sites in the winter. The Department is requesting Ford F-150 pickup truck estimated to cost \$40,000 (2023 dollars) from the state bid site.



	FY24	FY25	FY26	FY27	FY28	FY29	Total	Proposed Funding Source
Capital Cost:								<input checked="" type="checkbox"/> General Fund (tax rate)
Planning/Design/Egging								<input type="checkbox"/> User Fees
Land/Site Improvement								<input type="checkbox"/> Capital Reserve
Construction								<input type="checkbox"/> Impact Fee Account
Equipment Cost	\$40,000						\$40,000	<input type="checkbox"/> Other (Grants, Special Ass'tmt)
Other Cost								<input type="checkbox"/> Bond
Total of Capital Costs								
Operating Budget Impact:								
Project Totals	\$40,000						\$40,000	

CIP Contact: Milion Marsdon Phone: 964-9800 PROJECT TITLE: Building Dept Vehicle

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: POLICE

CAPITAL ITEM: Police Cruiser

Capital Budget Amount Requested: \$65,000.00 each vehicle, \$130,000.00

Account # 07-4902-15-760, 01-420-15-679

Results of Preliminary Quotes/Bid Requests:

#1:	Name: <u>Chevy Tahoe</u>	<u>\$46,000.00</u>
#2:	Name: <u>Ford SUV Explorer</u>	<u>\$ \$50,970.00</u>
#3:	Name: _____	\$ _____

Description/Explanation: Replace a Ford SUV which has over 157,549 miles. This includes new equipment for cruiser and installation. Police purchase the Ford or Chevy SUV, police package. Parts to order on repairs is expensive and time consuming. Police waited 15 weeks for a muffler manifold on a Ford. Currently United Auto Workers have been on strike 3 weeks. Parts that have been on back order estimated 6 to 12 months waiting period. In 2023 police did not purchase a cruiser due to no funding available. Requesting 2 police cruisers in 2024. Set up estimated 18,000.00 due to new cages due to body style changes, replace tablet computers 5 years old.

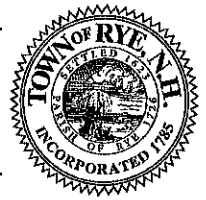
Department Head: _____

Date Submitted: 10/16/2023



RYE POLICE DEPARTMENT

555 Washington Road Rye, New Hampshire 03870



Kevin Walsh
Chief of Police
www.ryepolice.us

Non-Emergency: (603) 964-5522
Business: (603) 964-7450
Fax: (603) 964-7458

To: Rye Select Board
From: Chief Kevin Walsh *KW*
Date: August 28, 2023
Re: Town Vehicle Inventory and History

I believe it was the year 2000 when the Rye Select Board started the practice of using decommissioned police cruisers for other town departments. The Police Department has turned in one vehicle a year since the year 2000. The decommissioned cruisers mileage on average is about 120,000 to 130,000 miles.

Some of the challenges with the decommissioned police cruisers are rust from snow, salt, and sea water and the hours a cruiser idles. For the first two years of ownership with the Police Department, the cruiser is driven 24 hours/7 days a week. The second and third year they are driven up to 16 to 20 hours/7 days a week. The Police Department tries to keep vehicles for four years in the patrol function. The Chief's vehicle is taken in the second or third year to allow the Chief to keep the vehicles for four to five years. This saves on equipment change over costs because only one cruiser is getting equipment installed.

The newest cruisers average 50,000 to 60,000 miles a year depending on the shifts the cruisers are assigned. As part of the agreement when Rye Police and the Town of Rye accept Highway Safety Grant funds, the Police Department assumes the cost of fuel used, maintenance for all vehicles used, and the equipment. This is another reason the mileage is high each year. The Highway Safety shifts are a necessity based on input from Rye citizens.

The ACO vehicle was purchased in 2018. The Animal Control program is an outreach for domestic and wildlife requests from the community to help with education and awareness. Rye Recreation staff have done some programming over the years with a small number of customers and have used the ACO vehicle as a passenger car. That was the purpose of having a passenger vehicle and the capability to handle small animals and ACO equipment. The two previous employees that have been Animal Control Officers said it meets the needs.

The last six years have been challenging with vehicle rotations. The cost of police cruisers is significant, and the supply of cruisers is minimal. Sometimes you can't get a cruiser and the cost to outfit a cruiser has increased a lot. Due to significant body style changes, even purchasing the same make and model made by Ford, new interior equipment had to be purchased because old equipment no longer fit. The older cages, seats for customers, and center consoles do not fit newer model Fords.

Approximately in the year 2019 the DPW Director's vehicle engine seized. To adjust for this loss, I released the oldest cruiser being turned over to the town early, to help meet the town wide vehicle demand for services. A new engine or equipment inside the old engine would have had to be replaced. To do this would have been like throwing cash in the fireplace; it was not worth it. Approximately in the year 2020, the Covid 19 year, a cruiser was not purchased and therefore no vehicles were turned over to the town. All vehicles town wide continued to be used under the assigned functions. Maintenance costs increased while parts were on back order. Some vehicles were even driven with check engine lights on. These warning lights were evaluated to ensure no safety concerns existed.

In the year 2022 two cruisers were purchased. One cruiser for the year 2020 and one for the year 2021. The two cruisers that were decommissioned, one could not pass inspection due to under carriage rust, the other needed new tires, brakes, and \$5,000.00 for transmission repair. The estimated cost to get the 2017 Ford Explorer operable and to pass state inspection laws, estimated \$6,000.00 in the year 2022.

If you do the math, between the years 2019 to 2023 two vehicles were not turned over to the town. To demonstrate the team work between departments, the Police Department turned the cruiser over early to prevent the "Money Pit" with the DPW Director's vehicle. This calculates to three vehicles being turned into the town to be repurposed for other town business over the last five years, including this year, 2023.

To outline the vehicle uses

1. Ford Crown Victoria, Rye Recreation car is used for low mileage day to day recreation business. For specific recreation program trips the ACO vehicle may be used for a two- or three-person program. For larger groups, buses are hired.
2. Ford Crown Victoria, DPW - building and grounds for day-to-day business, retrieve parts and supplies out of town rather than using a truck, gas savings. Also used for out-of-town training.
3. Ford Crown Victoria, DPW - any town department. Police use in poor weather for parking enforcement. Town does generate revenue during poor weather events from people not following parking rules. Also used as a spare for parts not available and used as a spare for the Recreation Department and Building & Grounds when a Ford or Chevy is in the shop for repairs, town business can still continue.
4. Chevy Caprice, Building Inspector, to go out and do inspections at job sites.

I bring this to your attention for multiple reasons. The Police Department did not purchase a cruiser for the year 2023 due to no funds in the Outside Detail Fund. During Covid no details were worked, therefore no revenue went into the fund, and the cost of everything has doubled. The Fire Department is planning on incorporating another vehicle into the fire fleet for the new Deputy Fire Chief position and may request the use of a decommissioned cruiser as well. All three Ford Crown Victorias will not pass state inspection laws after September 2023.

The Police Department using the Outside Detail Fund for cruiser purchases must change. It is recommended that using the Outside Detail Fund to outfit the cruisers and the purchase of the cruisers be put back into the operating budget for 2024. I am recommending two cruisers be purchased for the year 2024. The police fleet needs to maintain mileage under 100,000 miles for main line cruisers. The cruisers respond to emergencies, and I want the best vehicle to ensure safety for all. This will allow the town to have two decommissioned cruisers to replace the failing town fleet. The two replacements currently have approximately 157,549 and 156,525 miles on them.

Attached are the Rye Public Works maintenance records for the three Ford Crown Victorias as well as a spread sheet outlining vehicles by departments and approximate mileage.

The unintended consequences of not purchasing cruisers every year and re-purposing decommissioned cruisers has structural barriers in providing basic town services.

Cc: Town Administrator Matt Scruton
Assistant Town Administrator Becky Bergeron
Rye Highway Director Jason Rucker
Rye Fire Chief Mark Cotreau
Rye Recreation Director Dyana Martin
Rye Building Inspector Chuck Marsdon

Town Vehicles

Police

Mileage 08/28/2023

2022 Ford Explorer Car # 3	47,391 Patrol
2022 Ford Explorer Car # 4	61,422 Patrol
2021 Ford Explorer Car # 5	44,884 Chief's
2021 Ford Explorer Car # 2	156,525 Patrol
2018 Ford Explorer Car # 1	157,549 Detail/Admin duties
2019 Honda Rukus Moped	25,438 Parking
2020 Honda Rukus Moped	11,735 Parking

DPW

2011 Ford Town Wide	195,000 No inspection
2011 Ford building and grounds	160,000 No Inspection

Building Department

2015 Chevy building inspector office	120,742 in for repairs No inspection
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Rye Recreation Department

2011 Ford Rye recreation	169,757 No inspection
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Rye Fire Department

2020 Chevy Tahoe Fire Chief Vehicle	mileage ?
Chevy pick up utility	39,373

Rye Public Works
Vehicle Maintenance Request Form

Date 8 / 1 / 23

Equipment # B/G 1 Make Ford 2010 Model Crown vic

Mileage 195,000 Hourmeter _____

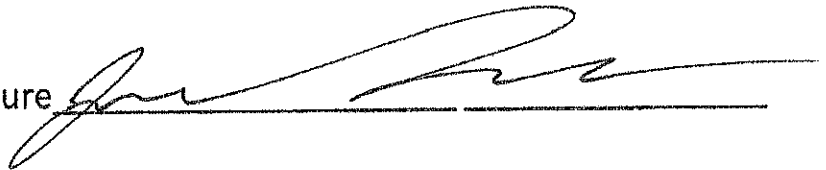
Description Of Problem (s):

In need of rust / rot repair. Both fender panels
Left Rear wheel wells / Left rear floor boards
Do to these issues This car will not pass state inspection
Estimated value of This car is \$1,000 - 2,000

Work Performed

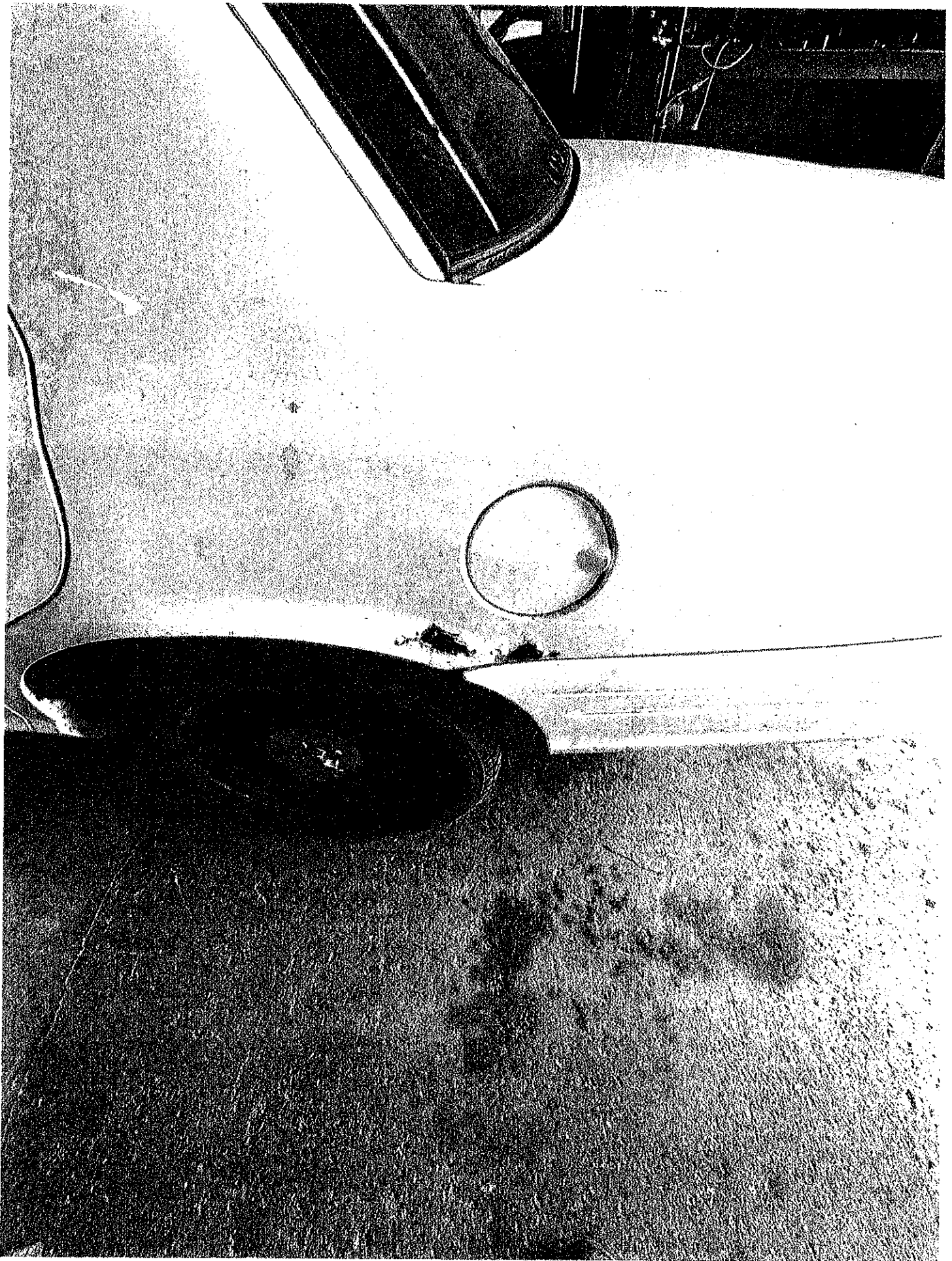
Est for repair to be \$1,000 - 4500 in parts - labor

Driver/Operator Signature



Mechanic Sign Off _____

Date _____





Rye Public Works
Vehicle Maintenance Request Form

Date 7 / 28 / 23

Equipment # REC CON Make Ford 2011 Model Crown vic

Mileage 169,757 Hourmeter _____

Description Of Problem (s):

will need Two front tires / A/C accumulator / condenser needs replacing
Exhaust Flange will need to be replaced / Rust on Both front fenders
Both fender panels will need full replacement / Floor of trunk
and bumper supports rusted / rotted.

Work Performed

Driver/Operator Signature _____

Mechanic Sign Off [Signature] Date 7 / 28 / 23

Rye Public Works
Vehicle Maintenance Request Form

Date 8 / 1 / 23

Equipment # Public works car Make Ford 2010 Model Crown vic

Mileage 160,000 Hourmeter _____

Description Of Problem (s):

will need rust / rot repair on front left fender repair / replace
Right rear wheel well. Trunk Pan - Both Left / Right rocker panels
This will prevent this car from passing state inspection.
Est cost of repair \$ 1,200 - 1,700 Parts Labor

Work Performed

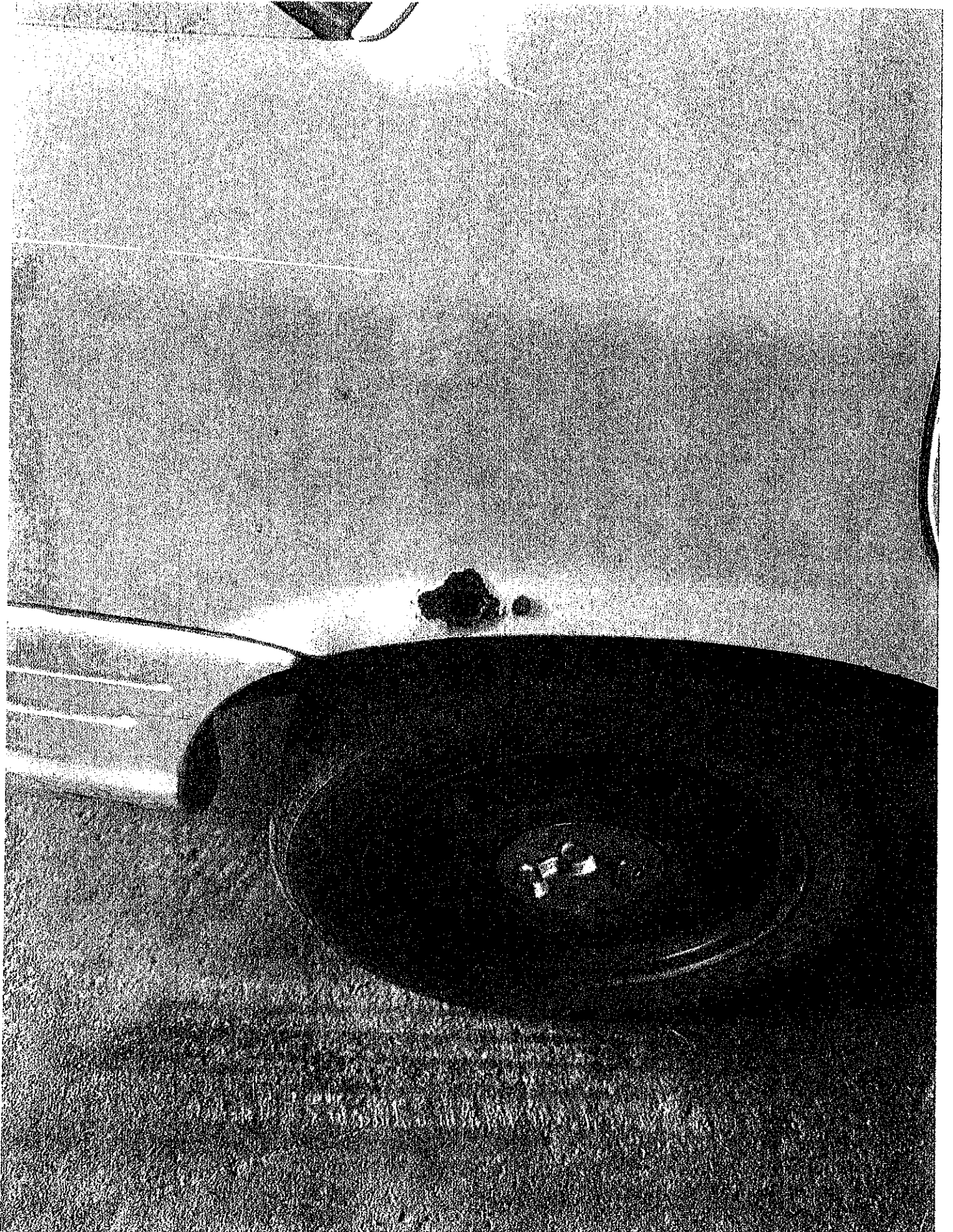
Est worth of car \$1,000 - 2,000

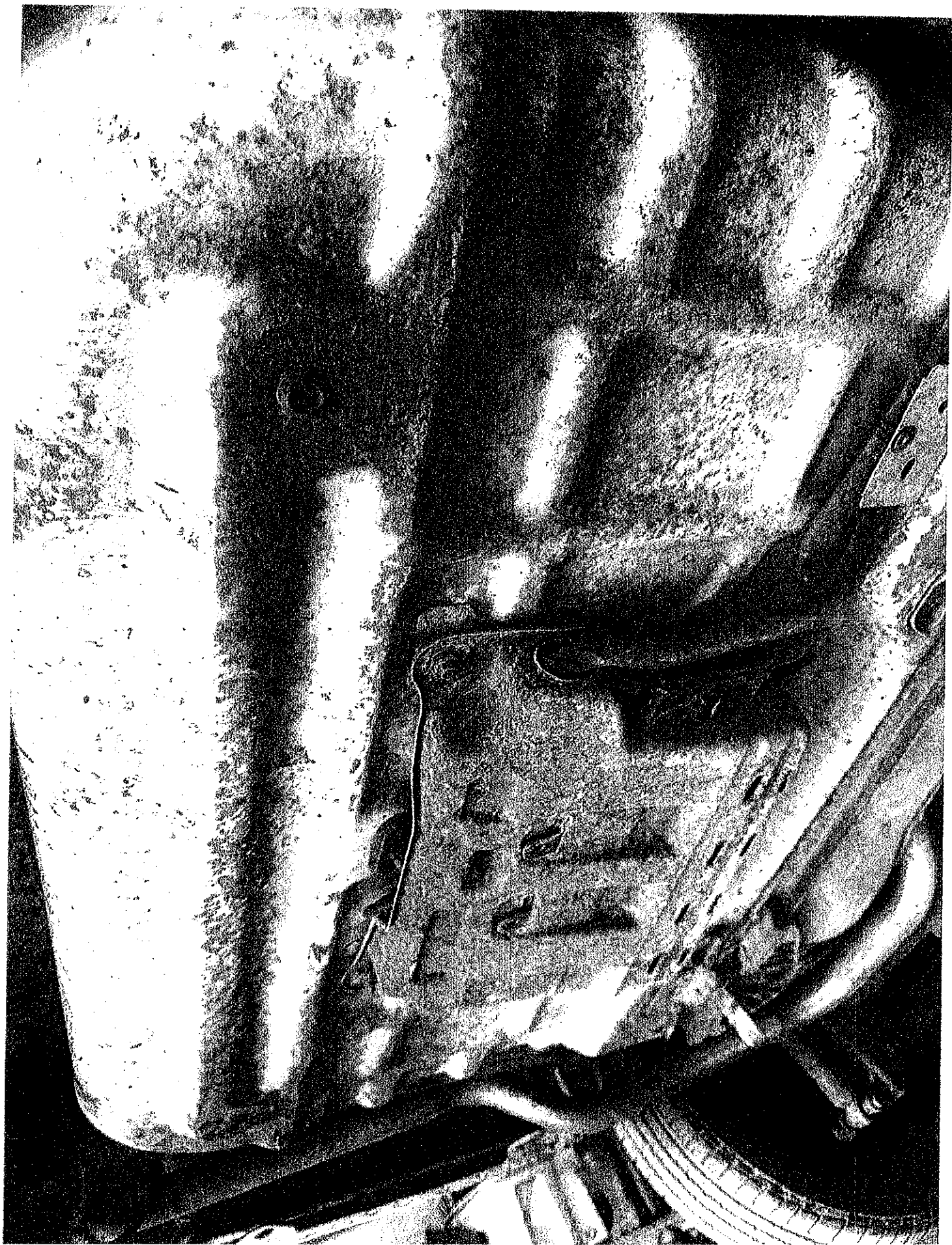
Driver/Operator Signature _____

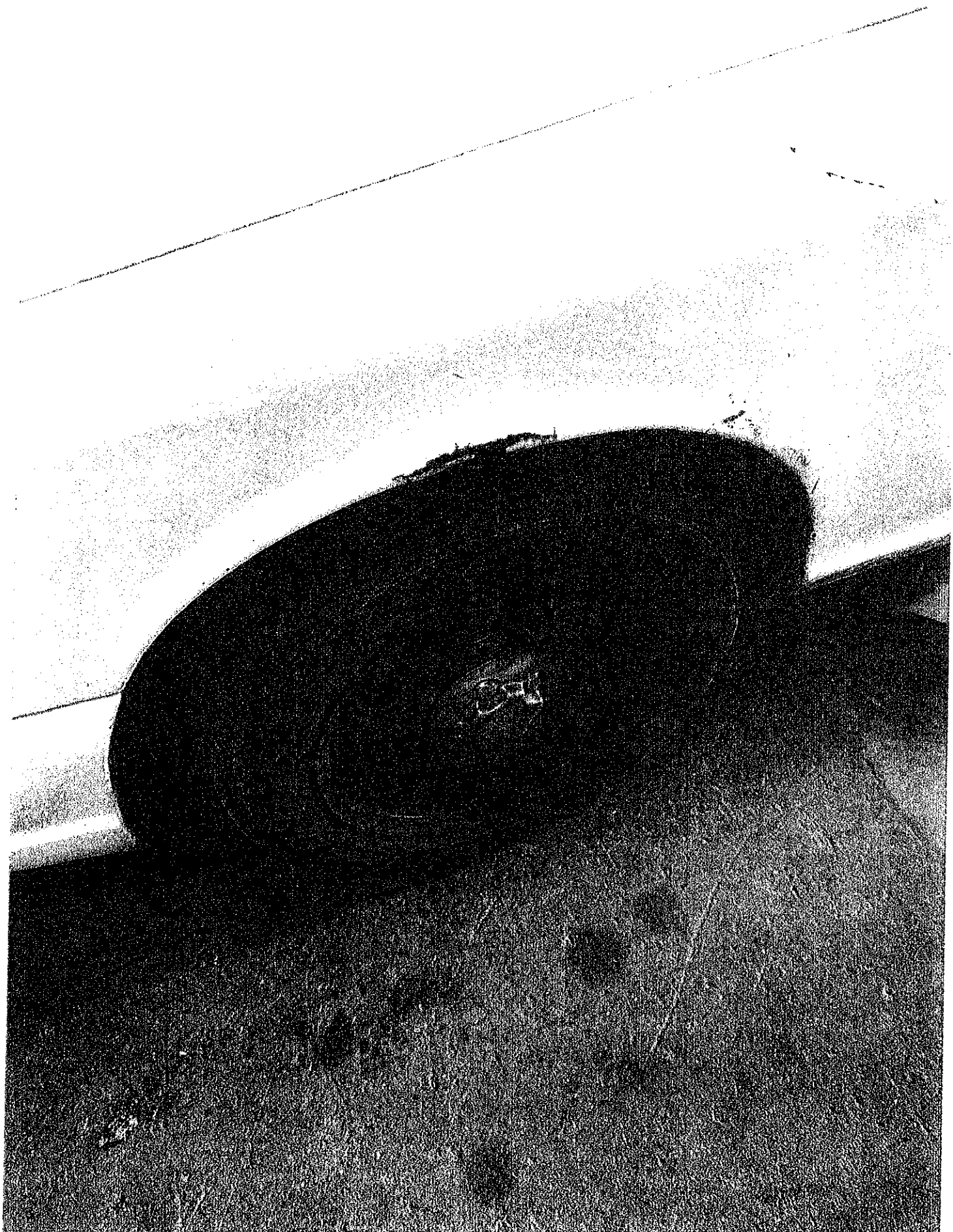
Mechanic Sign Off _____ Date _____ / _____ / _____











TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: Town Wide Computers & Hardware
CAPITAL ITEM: IT

Capital Budget Amount Requested: \$35,280⁰⁰

Account # 01.4902.68.740

Results of Preliminary Quotes/Bid Requests:

- #1: Name: Rockport \$ 35,280⁰⁰
- #2: Name: _____ \$ _____
- #3: Name: _____ \$ _____

Description/Explanation:

Department Head: Becky Berge Date Submitted: _____



5 Industrial Way, Suite 2C, Salem, NH 03079
 Tel: 603.681.0333 Fax: 617.507.7937

Quote

Client: Town of Rye
 Becky Bergeron
 10 Central Road
 Rye, NH 03870

Quote Number: RTG-4085-77-Q Version: 1
 Quote Date: October 26, 2023

Phone: 603-964-5523
 Fax:

Rockport Technology Group, Inc. appreciates the opportunity to offer the materials and services quoted below. To engage Rockport Technology's services, please fax a purchase order to 617.507.7937.

Sincerely, Tom Moore

Customer Number
 4085
 Sales Representative
 Tom Moore

		Quote Duration
		Valid for 30 days
		Payment Terms
		50% Deposit, 50% Net 30
1	DESKTOPS	\$16,775.00
2	SERVER	\$10,780.00
3	TRUST	\$7,410.00
4	BACKUP	\$315.00
PROJECT DESKTOPS / LAPTOPS SERVER HOST MIGRATION OF TRUST APPLICATION TO NEW PLATFORM 06/29/2023 - (RTG-4218-8-T) - RM - DAT-365 - DATTO SAAS BACKUP OF		
Authorization Signature: _____ Date: _____		
Total:		\$35,280.00

Note: Shipping and sales tax are not included in the above quoted materials and services. Sales tax will be charged, collected and remitted on all applicable sales made in the states within which Rockport Technology Group, Inc. is registered. In all other cases, the burden of tax is on the purchaser, who is expected to file the appropriate Use Tax returns.



5 Industrial Way, Suite 2C, Salem, NH 03079
 Tel: 603.681.0333 Fax: 617.507.7937

DESKTOPS

ITEM NO	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1	<p>LENOVO LAPTOPS</p> <p>Lenovo ThinkPad T14 Gen 3 21AH00BSUS 14" Notebook - WUXGA - 1920 x 1200 - Intel Core i7 12th Gen i7-12760P Dodeca-core (12 Core) - 16 GB Total RAM - 8 GB On-board Memory - 512 GB SSD - Thunder Black</p> <p>Lenovo ThinkPad Universal USB-C Dock - Docking station - USB-C - HDMI, 2 x DP - GIGE - 90 watt - CRU - United States</p>	5	\$1,665.00	\$8,325.00
2	<p>LENOVO MINI</p> <p>Lenovo ThinkCentre M70q Gen 3 11T3000RUS Desktop Computer - Intel Core i7 12th Gen i7-12700T Dodeca-core (12 Core) - 16 GB RAM DDR4 SDRAM - 512 GB NVMe M.2 PCI Express NVMe 4.0 x4 SSD - Tiny - Black</p>	5	\$210.00	\$1,050.00
3	<p>MONITORS</p> <p>VA2456-MHD - LCD Display - 24 Inch - 1920 x 1080 - 250 cd/m2 - 1,000:1 - 14 ms - 3.5mm Audio In(1), 3.5mm Audio Out(1), VGA(1), HDMI 1.4(1), Display Port(1)</p>	5	\$1,200.00	\$6,000.00
4	<p>MONITORS</p> <p>VA2456-MHD - LCD Display - 24 Inch - 1920 x 1080 - 250 cd/m2 - 1,000:1 - 14 ms - 3.5mm Audio In(1), 3.5mm Audio Out(1), VGA(1), HDMI 1.4(1), Display Port(1)</p>	10	\$140.00	\$1,400.00
			Total:	\$16,775.00



5 Industrial Way, Suite 2C, Salem, NH 03079
 Tel: 603.681.0333 Fax: 617.507.7937

SERVER

Item	Qty	Part Number	Description	Unit Price	Total Price
1	1	P19777-821	SERVER		
2	1	865414-821	HPE ProLiant DL360 Gen10 - Server - rack-mountable - 1U - 2-way - 1 X Xeon Gold 5218 / 2.3 GHz - RAM 32 GB - SAS - hot-swap 2.5	\$6,495.00	\$6,495.00
3	3	P38446-821	HPE - Power supply - hot-plug / redundant (plug-in module) - Flex Slot - 80 PLUS Platinum - AC 100-240 V - 800 watt - 908 VA	\$195.00	\$195.00
4	1	P21868-821	HPE SmartMemory - DDR4 - module - 32 GB - DIMM 288-pin - 2933 MHz / PC4-23400 - CL21 - 1.2 V - registered - ECC	\$885.00	\$885.00
5	1.0	Engineering	HPE 32GB microSD RAID 1 USB Boot Drive - Flash (boot) - 32 GB - for ProLiant INSTALLATION - SETUP	\$435.00	\$435.00
				Total:	\$1,000.00
					\$10,780.00



5 Industrial Way, Suite 2C, Salem, NH 03079
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TRUST

QTY	DESCRIPTION	UNIT PRICE	EXT. PRICE
1	OPIN-10		\$600.00
2	Engineering		\$4,560.00
3	Engineering		\$2,250.00
OPEN INSIGHT 10 - RUNS ON WINDOWS 10 Note: BASED ON CON-CURRENT USERS MIGRATE TOWN TRUST APPLICATION BUILT ON AREV to OpenInsight 10X PROJECT MANAGEMENT - SYSTEM SETUP - TESTING AND VERIFICATION TOWN TRUST APPLICATION			
Total:			\$7,410.00



5 Industrial Way, Suite 2C, Salem, NH 03079
 Tel: 603.681.0333 Fax: 617.507.7937

BACKUP

Item	Qty	Part Number	Description	Unit Price	Ext. Price
1	140	DAT-365	DATTO SAAS BACKUP OF OFFICE 365 MAIL, CALENDAR, CONTACTS, ONEDRIVE, SHAREPOINT Note: MONTHLY SUBSCRIPTION SERVICE	\$2.25	\$315.00
Total:					\$315.00

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: Public Safety Building

CAPITAL ITEM: Security Camera System


Capital Budget Amount Requested: \$90,000.00

Account # 0

Results of Preliminary Quotes/Bid Requests:

#1:	Name: <u>Howard Systems</u>	<u>\$90,000.00</u>
#2:	Name: _____	\$ _____
#3:	Name: _____	\$ _____

Description/Explanation: Upgrade security camera audio and visual system, software and hardware.

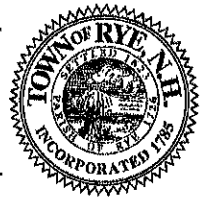
Department Head: 

Date Submitted: 10/16/2023



RYE POLICE DEPARTMENT

555 Washington Road Rye, New Hampshire 03870



Kevin Walsh
Chief of Police
www.ryepolice.us

Non-Emergency: (603) 964-5522
Business: (603) 964-7450
Fax: (603) 964-7458

To: Rye Select Board
From: Chief Kevin Walsh
Date: October 12, 2023
Re: Capital Outlay Request Public Safety Building Security Camera System

The public safety building's current camera and security system was installed in September of 2006. The last upgrade for the system was in 2015. The recording system malfunctioned on January 31, 2020. Certain pieces of recordings interviews had "skips." An example, an officer was booking someone for a DWI arrest. During the arrest process, the officer asked the defendant why she would not take the breath test and she replied with, "because I drank too much." The defendant's answer to the officer was not recorded. The system skipped at that time. Proof of admissions like that are critical for the success of our cases during the court process.

Howard Systems scheduled a date for service and updated the software. The problem was resolved temporarily. Howard Systems advised the camera software is out dated and recommends the software and hardware for recording audio and visual recordings be upgraded/replaced. The company representative advised sometime in the future another malfunction will occur and because of the expired software any upgrades may not be accepted.

In 2022 the public safety building door locking system software and computer hardware was replaced. I am asking for the camera system to be replaced/updated. The video cameras and audio system need to be up to date to ensure accuracy for evidence. *Backport*

Cc: Town Administrator Matt Scruton
Assistant Town Administrator Becky Bergeron
Fire Chief Mark Cotreau

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: POLICE

CAPITAL ITEM: Police Report System Migrate Reports, Software Licensing Fees

Capital Budget Amount Requested: \$26,829.50

Account # 01-4210-15-474

Results of Preliminary Quotes/Bid Requests:

#1:	Name: <u>Central Square</u>	\$ <u>20,352.50</u>
#2:	Name: <u>Central Square</u>	\$ <u>6,477.00</u>
#3:	Name: _____	\$ _____

Description/Explanation: Current police reporting software, migrate 23 years of police reports to Rockingham County Sheriff dispatch police server. In December 2024 change to new police reporting software with Rockingham County Sheriff Department and approx. 25 other police departments.

Department Head: _____

Date Submitted: 10/16/2023



Quote prepared on:

August 04, 2023

Quote prepared by:

Mark Baranowski

mark.baranowski@centralsquare.com

Quote #: Q-140983

Primary Quoted Solution: IMC

Quote expires on: January 30, 2024

Quote prepared for:

Kevin Walsh

Rye Police Department

55 Washington Road

Rye, NH 03870

603-964-5522

Thank you for your interest in CentralSquare. CentralSquare provides software that powers over 8,000 communities. More about our products can be found at www.centralsquare.com.

WHAT SOFTWARE IS INCLUDED?

PRODUCT NAME	QUANTITY	UNIT PRICE	TOTAL
1. Actian 3 User Count Increase Database License Fee	1	937.50	937.50
2. NCIC State Interface Additional Law Agency Annual Subscription Fee	1	500.00	500.00
Software Total			1,437.50 USD

WHAT SERVICES ARE INCLUDED?

DESCRIPTION	TOTAL
1. Public Safety Data Conversion Services - Fixed Fee	13,065.00
2. Public Safety Project Management Services - Fixed Fee	3,120.00
3. Public Safety Technical Services - Fixed Fee	2,340.00
4. Public Safety Training Services - Fixed Fee	390.00
Services Total	18,915.00 USD



Quote prepared on:

August 04, 2023

Quote prepared by:

Mark Baranowski

mark.baranowski@centralsquare.com

QUOTE SUMMARY

Software Subtotal 1,437.50 USD

Services Subtotal 18,915.00 USD

Quote Subtotal 20,352.50 USD

Quote Total 20,352.50 USD

WHAT ARE THE RECURRING FEES?

TYPE	AMOUNT
FIRST YEAR MAINTENANCE TOTAL	187.50
FIRST YEAR SUBSCRIPTION TOTAL	500.00

The amount totals for Maintenance and/or Subscription on this quote include only the first year of software use and maintenance. Renewal invoices will include this total plus any applicable uplift amount as outlined in the relevant purchase agreement.

The On Premise Subscriptions purchased under this Quote shall be governed by Exhibit A attached hereto.

MORE INFORMATION AT CENTRALSQUARE.COM

BILLING INFORMATION

Fees will be payable within 30 days of invoicing.

Please note that the Unit Price shown above has been rounded to the nearest two decimal places for display purposes only. The actual price may include as many as five decimal places. For example, an actual price of \$21.37656 will be shown as a Unit Price of \$21.38. The Total for this quote has been calculated using the actual prices for the product and/or service, rather than the Unit Price displayed above.

Prices shown do not include any taxes that may apply. Any such taxes are the responsibility of Customer. This is not an invoice.

For customers based in the United States or Canada, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Customer on the Quote Form.

PAYMENT TERMS

License Fees & Annual Subscriptions

- 100% Due Upon Contract Execution

Contract Startup

- 100% Due Upon Contract Execution

Hardware & Third-Party Software

- 100% Due Upon Contract Execution

Services

- Fixed Fee: 100% Due Upon Completion
- Time & Material: Due as Incurred
- Services Bundle: Fixed Fee, 100% Due Contract Execution

Third-Party Services

- Fixed Fee: 50% Due Upon Contract Execution; 50% Due Upon Completion
- Time & Material: Due As Incurred

Travel & Living Expenses

- Due as Incurred



Quote prepared on:

August 04, 2023

Quote prepared by:

Mark Baranowski

mark.baranowski@centralsquare.com

PURCHASE ORDER INFORMATION

Is a Purchase Order (PO) required for the purchase or payment of the products on this Quote Form? (Customer to complete)

Yes [] No []

Customer's purchase order terms will be governed by the parties' existing mutually executed agreement, or in the absence of such, are void and will have no legal effect.

PO Number: _____

Initials: _____

Rye Police Department

Signature: _____

Name: _____

Date: _____

Title: _____

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: Public Works
CAPITAL ITEM: Hot Box Trailer for
Asphalt Repair
Capital Budget Amount Requested: \$50,000

Account #

Results of Preliminary Quotes/Bid Requests:

#1:	Name: _____	\$ _____
#2:	Name: _____	\$ _____
#3:	Name: _____	\$ _____

Department Head: _____

Date Submitted: _____

11/7/2023

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: Public Works
CAPITAL ITEM: Pavement Condition Evaluation

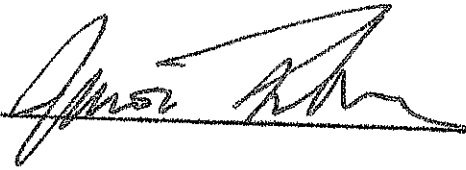
Capital Budget Amount Requested: \$25,000

Account #

Results of Preliminary Quotes/Bid Requests:

#1:	Name: <u>Street Logix</u>	\$ <u>\$25,000</u>
#2:	Name: _____	\$ _____
#3:	Name: _____	\$ _____

Department Head:



Date Submitted:

11/7/2023

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: Public Works

CAPITAL ITEM: Sawyers Beach Seawall Repair

NHDES Permit by Notification Preparation

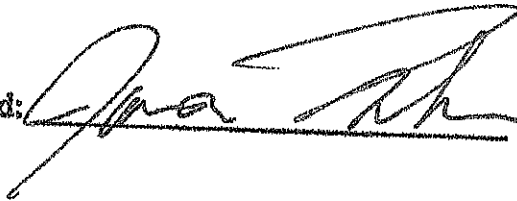
Capital Budget Amount Requested: \$ 7,000

Account #

Results of Preliminary Quotes/Bid Requests:

#1:	Name: _____	\$ _____
#2:	Name: _____	\$ _____
#3:	Name: _____	\$ _____

Department Head:



Date Submitted: 11/7/2023

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: Rye Conservation Commission

CAPITAL ITEM Junkins Family Conservation Land

Capital Budget Amount Requested: \$42,489.00 - Reduced to \$18,000⁰⁰

Account # 01-4902-68-768

Results of Quotes/Bid Requests:

Attached: Ambit Engineering Site Cost estimates

Department Head: *Suzanne McFarland RCC Chair*

Date Submitted: 10/31/2022

Parking Area & Access Project Cost Estimate

Town of Rye

Date: September 21, 2022

Project: Site Development

Job No: 3377.02

Location: Pioneer Road Rye, N.H. 03870

Scope: **Site Cost Estimate**

ITEM NO	DESCRIPTION	UNIT	AMOUNT	UNIT COST	TOTAL
1	Tree & Stump Removal	LS	20	\$7,000.00	\$7,000.00
2	Natural Path - Clearing	LS	1	\$1,000.00	\$1,000.00
3	Driveway Culvert	LS	1	\$2,000.00	\$2,000.00
4	Gravel Parking Lot	SY	150	\$ 100.00	\$15,000.00
5	Erosion Control	LS	1	\$4,000.00	\$4,000.00
6	Temporary Traffic Measures	LS	1	\$3,000.00	\$3,000.00
7	Engineering, Permit Applications & Admin	LS	1	\$8,200.00	\$8,200.00
8	Fees	LS	1	\$1,200.00	\$1,200.00
9	10% Contingency				\$4,140.00
	TOTAL				\$45,540

Note: This is an estimate of construction costs based upon various sources.

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024

DEPARTMENT: IT Infrastructure
CAPITAL ITEM: Town-owned fiber

Capital Budget Amount Requested: 46,595⁰⁰

Account # 01.4902.108.770

Results of Preliminary Quotes/Bid Requests:

#1:	Name: <u>Rockport</u>	\$ <u>46,595⁰⁰</u>
#2:	Name: _____	\$ _____
#3:	Name: _____	\$ _____

Description/Explanation:

Department Head: Ben Kij Bergen Date Submitted: _____



technology group

5 Industrial Way, Suite 2C, Salem, NH 03079
Tel: 603.681.0333 Fax: 617.507.7937

Quote

Client: Town of Rye
Becky Bergeron
10 Central Road
Rye, NH 03870

Quote Number: RTG-4085-71-Q Version: 1
Quote Date: July 13, 2023

Phone: 603-964-5523

Fax:

Rockport Technology Group, Inc. appreciates the opportunity to offer the materials and services quoted below. To engage Rockport Technology's services, please fax a purchase order to 617.507.7937.

Sincerely,

Tom Moore

Customer Number
4085
Sales Representative
Tom Moore

Quote Duration
Valid for 30 days
Payment Terms
50% Deposit, 50% Net 30

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1	CLERK	\$10,155.00	\$10,155.00
2	PUBLIC	\$36,440.00	\$36,440.00
3	RECREATION	\$40,890.00	\$40,890.00
PROJECT			
FIBER TO TOWN CLERK			
FIBER TO PUBLIC WORKS			
FIBER TO RECREATION			
TOTAL :			\$87,485.00

Authorization Signature: _____

Date: _____

Note: Shipping and sales tax are not included in the above quoted materials and services. Sales tax will be charged, collected and remitted on all applicable sales made in the states within which Rockport Technology Group, Inc. is registered. In all other cases, the burden of tax is on the purchaser, who is expected to file the appropriate Use Tax returns.

ROCKPORT

technology group

5 Industrial Way, Suite 2C, Salem, NH 03079
 Tel: 603.681.0333 Fax: 617.507.7937

CLERK

MATERIALS			
1	1,700	12F-SM-OD	
2	1	CCH-01U	
3	1	CCH-CP-OEM	
4	1.0	Engineering	
5	1.0	Engineering	
		FIBER INSTALL TOWN CLERK BUILDING 12 STRAND SINGLE MODE FIBER OUTDOOR 12/48-F RACK-MT ENCLOSURE 19" IU EMPTY - ADD 2 CCH PNL'S CCH Closet Connector Housing (CCH) Panel, LC adapters, Duplex, 50 µm multimode (OM3/4) INSTALL FIBER FROM BUILDING TO BUILDING - INSTALL ON 11 POLES HANG/LASH - BRING INTO BUILDINGS TERMINATE SINGLE MODE FIBER - TEST AND VERIFY STRANDS	
		\$0.80	\$1,360.00
		\$245.00	\$245.00
		\$45.00	\$45.00
		\$6,355.00	\$6,355.00
		\$2,150.00	\$2,150.00
Total:			\$10,155.00



ROCKPORT technology group

5 Industrial Way, Suite 2C, Salem, NH 03079
Tel: 603.681.0333 Fax: 617.507.7937

PUBLIC

MATERIALS	QTY	UNIT PRICE	AMOUNT	DESCRIPTION	AMOUNT
1	8,000	12F-SM-OD	\$0.80	12 STRAND SINGLE MODE FIBER OUTDOOR	\$6,400.00
2	1	CCH-01U	\$245.00	12/48-F RACK-MT ENCLOSURE 19" 1U EMPTY - ADD 2 CCH PNLs CCH	\$245.00
3	1	CCH-CP-OEM	\$45.00	Closet Connector Housing (CCH) Panel, LC adapters, Duplex, 50 µm multimode (OM3/4)	\$45.00
4	1.0	Engineering	\$27,600.00	INSTALL FIBER FROM BUILDING TO BUILDING - INSTALL ON 54 POLES	\$27,600.00
5	1.0	Engineering	\$2,150.00	HANG/LASH - BRING INTO BUILDINGS TERMINATE SINGLE MODE FIBER - TEST AND VERIFY STRANDS	\$2,150.00
Total:					\$36,440.00



ROCKPORT

technology group

5 Industrial Way, Suite 2C, Salem, NH 03079
Tel: 603.681.0333 Fax: 617.507.7937

RECREATION

MATERIALS		UNIT PRICE		EXTENDED PRICE	
1	9,000	12F-SM-0D			
2	1	CCH-01U			
3	1	CCH-CP-OEM			
4	1.0	Engineering			
5	1.0	Engineering			
		FIBER INSTALL RECREATION			
		12 STRAND SINGLE MODE FIBER OUTDOOR			
		12/48-F RACK-MT ENCLOSURE 19" 1U EMPTY - ADD 2 CCH PNL5 CCH			
		Closet Connector Housing (CCH) Panel, LC adapters, Duplex, 50 µm			
		multimode (OM3/4)			
		INSTALL FIBER FROM BUILDING TO BUILDING - INSTALL ON 64 POLES			
		HANG/LASH - BRING INTO BUILDINGS			
		TERMINATE SINGLE MODE FIBER - TEST AND VERIFY STRANDS			
			\$0.80	\$7,200.00	
			\$245.00	\$245.00	
			\$45.00	\$45.00	
			\$31,250.00	\$31,250.00	
			\$2,150.00	\$2,150.00	
		Total :		\$40,890.00	

TOWN OF RYE
DEPARTMENT CAPITAL PLANNING SHEET
BUDGET YEAR: 2024


DEPARTMENT: Public Works
CAPITAL ITEM: MS4 Assistance

Capital Budget Amount Requested: \$40,000

Account #

Results of Preliminary Quotes/Bid Requests:

#1:	Name: _____	\$ _____
#2:	Name: _____	\$ _____
#3:	Name: _____	\$ _____

Department Head:  Date Submitted: 11/7/2023



Town of Rye, New Hampshire

2024-2029 CIP PROJECT REQUEST

Project Title: **Parson's Creek**

Department: General Government
 Contact: Matt Scruton
 Phone: 603-964-5523
 e-mail: mscruton@town.rye.nh.us

Project Priority: High
 Est. Total Cost: \$55,700.00
 Est. Useful Years: 10 years

PROJECT DESCRIPTION & RATIONALE

Although significant progress has been made in terms of mitigating some bacteria sources in the watershed, Parsons Creek continues to show elevated bacteria concentrations which often result in beach closures at Pirate's Cove beach where the Creek outlets, thereby posing a potential risk to public health. To chart the path for the next ten years of watershed management aimed at restoring water quality in Parsons Creek, the Town is considering updating the 2011 Parsons Creek Watershed Based Plan (MBP) to ensure that the Parsons Creek WBP update will satisfy all nine elements of an EPA watershed plan, thereby allowing the Town to be eligible for federal 319 grant funding to implement the plan.

Photo (Optional)

Capital Cost:	FY24	FY25	FY26	FY27	FY28	FY29	Total	Proposed Funding Source
Planning/Design/Egging								<input checked="" type="checkbox"/> General Fund (tax rate)
Land/Site Improvement								<input type="checkbox"/> User Fees
Construction								<input type="checkbox"/> Capital Reserve
Equipment Cost								<input type="checkbox"/> Impact Fee Account
Other Cost								<input type="checkbox"/> Other (Grants, Special Ass'mt)
Total of Capital Costs	\$55,700							<input type="checkbox"/> Bond
Operating Budget Impact:	\$55,700							
Project Totals	\$55,700							

CIP Contact: Matt Scruton Phone 603-964-5523

PROJECT TITLE Parson's Creek

PARSONS CREEK | 2024 WBP UPDATE



TO: Matt Scruton, Town of Rye
FROM: Luke Frankel, FB Environmental Associates
SUBJECT: Parsons Creek 2024 Watershed Based Plan (WBP) Update Contract
DATE: October 27, 2023
CC: Forrest Bell and Laura Diemer, FB Environmental Associates

FB Environmental Associates (FBE) is pleased to share the following contract with the Town of Rye for updating the Parsons Creek Watershed Based Plan (WBP). The original Parsons Creek WBP was drafted by FBE in 2011. These plans are intended to guide watershed management efforts over ten-year periods, so it is appropriate to consider updating the WBP in 2024 as the 2011 plan is becoming outdated.

In accordance with the recommendations outlined in the 2011 WBP, the Town of Rye has undertaken many actions through the years to improve the water quality of Parsons Creek which suffers from elevated bacteria levels. Most prominently, these actions include conducting annual monitoring for enterococci bacteria from 2013-present, implementing numerous Best Management Practices (BMPs) in the watershed through 319 grant-funded projects, codifying a septic system pump-out health regulation in 2016 for properties in the watershed, and funding various other fecal source tracking efforts through the years including canine scent detection, beach seep monitoring, groundwater monitoring, and PhyloChip® DNA analysis.

Although significant progress has been made in terms of mitigating some bacteria sources in the watershed, Parsons Creek continues to show elevated bacteria concentrations which often result in beach closures at Pirate's Cove beach where the Creek outlets, thereby posing a potential risk to public health. To chart the path for the next ten years of watershed management aimed at restoring water quality in Parsons Creek, the Town is considering updating the 2011 WBP. Our proposed approach to updating the WBP is provided in the Scope of Work below, along with our proposed schedule and budget for carrying out the tasks outlined therein. This Scope of Work ensures that the Parsons Creek WBP update will satisfy all nine elements of an EPA watershed plan, thereby allowing the Town to be eligible for federal 319 grant funding to implement the plan. The timeline of this project is flexible, and FBE is happy to work with Town staff on breaking this project up into multiple phases to better align with the Town's annual budgets in 2024 and 2025.

SCOPE OF WORK

TASK 1: PROJECT MANAGEMENT AND KICKOFF

FBE will coordinate with the Town of Rye to host a virtual kickoff meeting outlining project roles, tasks, deliverables, and invoicing. General project management throughout the course of the project will also be covered under this task (e.g., project communication, tracking, staffing, and administration).

Deliverables: Detailed meeting minutes from the kickoff meeting, including a table of action items for the project.

TASK 2: TECHNICAL ADVISORY COMMITTEE (TAC)

A Technical Advisory Committee (TAC) will be formed by FBE and the Town of Rye consisting of key project staff, municipal staff, and personnel from local, regional, and state partner organizations. Potential partner organizations that could participate on the TAC include the New Hampshire Department of Environmental Services (NHDES), University of New Hampshire (UNH), New Hampshire Fish and Game Department, Great Bay National Estuarine Research Reserve, Rockingham Planning Commission (RPC), Southeast Land Trust (SELT), and the Rockingham County Conservation District. The TAC will convene for three in-person meetings in Rye for the project. The first meeting will occur early in the project to outline the project timeline, discuss the status of items in the 2011 Action Plan, and begin creating the water quality goal for Parsons Creek. The second meeting will occur after the public forum to finalize Action Plan items based on stakeholder input. The third and final meeting will occur after a draft of the WBP update has been distributed to the TAC and will be focused on receiving edits and feedback from committee members to incorporate into a final draft.

Deliverables: Detailed meeting minutes for each TAC meeting.

TASK 3: WATERSHED SURVEY

To identify nonpoint sources of bacteria pollution to Parsons Creek, FBE will conduct a watershed survey. Building off the surveys that were performed in 2009 as part of the original Parsons Creek WBP, this survey will investigate key stormwater infrastructure in the watershed (e.g., storm drains, catch basins, outfalls) to verify that these features are functioning properly and not conveying bacterial pollution to surface waters. In addition to stormwater, this survey will also investigate other sources of nonpoint pollution in the watershed including septic systems, agricultural activities (including animals), and fertilized lawns. In preparation for the survey, FBE will conduct desktop GIS analysis to identify priority areas for investigation and will record this information on both hard-copy and web-based maps for use in the field. FBE will also develop an electronic field form using the Fulcrum® mobile application to facilitate data entry during the survey. During survey preparation, FBE will work closely with the Rye Department of Public Works to identify priority infrastructure and will also coordinate with Town staff and landowners for permission to access private properties identified as high risk. For areas identified as sources of nonpoint pollution, FBE will recommend BMPs that could be implemented to reduce pollutant loading. Pollutant load reductions for proposed BMPs will be estimated by FBE staff using appropriate models, and load reductions will be used in tandem with cost estimates to prioritize BMPs in the Action Plan. FBE will draft a memo summarizing findings from the survey including recommended BMPs and estimated pollutant load reductions and submit to the Town.

Deliverables: Watershed Survey Memo.

TASK 4: WATER QUALITY GOAL DEVELOPMENT

One of the core aspects of a watershed plan is the water quality goal, which establishes a target with which all management efforts outlined in the plan are focused toward achieving. For most watershed plans, the goal is simply for the waterbody of interest to meet applicable state water quality criteria. Currently, there are two segments within the Parsons Creek watershed that are impaired for bacteria. Together with input from the TAC, FBE will draft a water quality goal for the Parsons Creek watershed. To facilitate the development of the water quality goal and related pollutant reduction targets, FBE will perform detailed water quality data analysis and pollutant load modeling to establish estimates of the current water quality condition of Parsons Creek and the pollutant reductions needed to achieve the water quality goal. Water quality data analysis will utilize the data that has been collected through annual water quality monitoring in Parsons Creek since 2013. Relevant watershed models will be used in tandem with water quality data to estimate pollutant loading from the watershed and the pollutant load reductions needed to achieve the water quality goal. FBE will draft a memo summarizing the water quality goal and all data analysis and modeling that was performed to estimate pollutant load reductions needed to achieve the goal and submit to the Town.

Deliverables: Water Quality Goal Memo.

TASK 5: REVISE ACTION PLAN AND PUBLIC FORUM

To outline the various management actions that can be taken to achieve the water quality goal, FBE will work with the TAC to draft an Action Plan for the WBP. Action Plans are a central component to watershed plans, satisfying most of the requirements of a nine-element EPA watershed plan. To begin outlining the Action Plan for the WBP update, FBE will first review the 2011 WBP Action Plan and draft a memo summarizing the status of recommendations from the plan.

Next, utilizing this information along with input from the TAC, FBE will draft an Action Plan for the WBP update that builds off the lessons learned from implementing the previous Action Plan. This Action Plan will incorporate information gained through water quality data analysis, modeling, the watershed survey, and TAC meetings, and will consist of structural and non-structural BMPs organized within a single table. Each BMP will be accompanied by the party responsible for implementation, the estimated cost of implementation, potential funding sources, and a schedule for implementation. Examples of non-structural BMPs include stormwater maintenance, education and outreach, development planning, land conservation, ordinance revisions, and road maintenance. Structural BMPs include installing infrastructure to infiltrate and divert stormwater, repairing or replacing failing septic systems, enhancing vegetated buffers, and retrofitting existing stormwater infrastructure. The structural BMPs included in the Action Plan will consist primarily of recommendations from the watershed survey. The final structural BMPs in the Action Plan will be organized via a cost-benefit analysis, with load reductions taken into consideration.

A public forum will also take place under this task to provide community members and stakeholders with the opportunity to shape the Action Plan in the WBP update. To begin the forum, FBE staff will give a brief presentation that outlines the work that has been done since 2011, describes the watershed planning process, and states the water quality goal for Parsons Creek. Attendees will then have the opportunity to ask questions and provide input on the water quality goal and overall vision for the WBP update. After this initial discussion, FBE staff will facilitate small group discussions of 10 people or less to discuss specific action items that can be taken to achieve the water quality goal for specific categories such as stormwater management, municipal operations, land use planning and zoning, and education and outreach. Attendees in the groups will have the opportunity to show support or disapproval of action items developed by the TAC and propose new action items, with their input directly effecting how the items are prioritized in the Action Plan. The result of this forum will be a stakeholder driven Action Plan for the WBP update.

Deliverables: 2011 WBP Action Plan Review Memo; draft Action Plan; public forum; final Action Plan.

TASK 6: WATERSHED BASED PLAN UPDATE

Guided by the information obtained through the tasks outlined above, FBE staff will compile a draft of the Parsons Creek WBP update that incorporates all nine elements of an EPA watershed plan. This draft will include a summary of key updates to the 2011 WBP to provide context as to how the two documents complement one another. Maps highlighting key natural resources and pollutant sources in the watershed will be included in the plan to accompany relevant text. The plan will be produced in a user-friendly format with graphics used wherever possible to help illustrate key concepts to a diverse set of stakeholders. A first draft of the WBP update will be submitted to the TAC and other relevant parties (e.g., NHDES and/or EPA) for review. After incorporating all edits and comments, FBE will submit a final draft of the WBP update to the Town of Rye.

Once the WBP update is completed, FBE will present key aspects of the plan to the public at a Rye Select Board meeting. This presentation will take place in-person at the Rye Town Hall.

Deliverables: Draft WBP update; final WBP update; presentation to Select Board

PROPOSED SCHEDULE

The proposed schedule for the Parsons Creek WBP Update is provided in Table 1.

Table 1. Estimated timeline for the completion of project tasks for the Parsons Creek WBP update.

	2024												2025				
	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN		
Task 1. Project Management and Kickoff																	
Kick-off meeting																	
General project management																	
Task 2. Technical Advisory Committee (TAC)																	
Three meetings in-person																	
Task 3. Watershed Survey																	
Survey preparation																	
Watershed survey																	
Watershed survey memo																	
Task 4. Water Quality Goal Development																	
Water quality data analysis and pollutant modeling																	
Water quality goal memo																	
Task 5. Revise Action Plan and Public Forum																	
2011 Action Plan review memo																	
Updated Action Plan																	
Public forum																	
Task 6. Watershed Based Plan Update																	
Draft WBP																	
Final WBP																	
Presentation to Select Board																	

COMPENSATION

The estimated cost of FBE's services for the Parsons Creek WBP update is provided in Table 2. The total time and materials project costs billed to the Town of Rye are based on the detailed scope of work above and will not exceed \$54,797.

Table 2. Project costs outlined by task for the Parsons Creek WBP update.

Task No.	Task Description	Cost
Task 1	Project Management and Kickoff	
	Labor	\$5,576
<i>Task 1 Sub-Total</i>		<i>\$5,576</i>
Task 2	Technical Advisory Committee (TAC)	
	Labor	\$3,942
	Travel	\$309
<i>Task 2 Sub-Total</i>		<i>\$4,251</i>
Task 3	Watershed Survey	
	Labor	\$7,476
	Travel	\$40
<i>Task 3 Sub-Total</i>		<i>\$7,516</i>
Task 4	Water Quality Goal Development	
	Labor	\$9,436
<i>Task 4 Sub-Total</i>		<i>\$9,436</i>
Task 5	Revise Action Plan and Public Forum	
	Labor	\$10,048
	Travel	\$103
<i>Task 5 Sub-Total</i>		<i>\$10,151</i>
Task 6	Watershed Based Plan Update	
	Labor	\$17,785
	Travel	\$82
<i>Task 6 Sub-Total</i>		<i>\$17,867</i>
Total		\$54,797

STANDARD TERMS AND CONDITIONS

This agreement between FB Environmental Associates, LLC (hereafter, the company) and the Town of Rye (hereafter, the client) will serve as a binding contract. By signing this contract, the client certifies to be duly authorized to sign this fiscally binding agreement and has read and agrees to the fees, terms, and conditions set forth herein.

1. All agreements are between the company and the client or client representative who authorized the service or whose signature is attached, not a third party. Invoices shall be paid in full regardless of a third-party failure to pay client, or a disagreement with the outcome or results provided, or litigation.
2. Authorization by verbal, written, or email shall constitute acceptance of these terms and conditions, provided client has received a copy of said terms.
3. Services will be billed monthly based on work completed to date.
4. Payment is due upon receipt. If payment is not received within 30 days, the company reserves the right to stop services. The company may resume services when payment is made, and the services can be rescheduled.
5. Client agrees to pay all costs associated with collection of past due accounts, including but not limited to, court costs, collection agency fees, and reasonable attorney fees.
6. The company, and its agents, staff, and/or sub-consultants employed are covered by appropriate insurances required under state law and has such coverage limits under commercial liability and property damage insurance policies which the company deems adequate, or as specifically requested by client.
7. Certificates for policies of insurance shall be provided to the client upon request. Within the limits and conditions of such insurance, the company agrees to indemnify and hold harmless the client against any loss, damage, or liability arising from any negligent acts by the company, its agents, staff, and consultants employed by it. The company shall not be responsible for any loss, damage, or liability beyond the amounts, limits, and conditions of such insurance, or liability arising from any negligent acts by client, its agents, staff, and other consultants employed by it.
8. Client agrees to waive any claim beyond the amounts, limits, and conditions of such insurance for professional negligence. Client further agrees to waive any claim against the company for loss suffered by the client due to any cause or action by the company, including, but not limited to, negligence, to insured amount or the contract fee whichever is greater.
9. All reports, plans, digital files, and related documents completed by the company, or provided to company during as part of services rendered shall remain property of the company unless return is requested by client. The company may retain a copy of all documents for records.

ACCEPTANCE OF CONSULTING SERVICES

By signing below, FB Environmental Associates and the Town of Rye accept the terms and conditions stated within this scope of work. Invoices will be billed monthly with work completed to date.

Forrest Bell ~ FB Environmental Associates

Matt Scruton ~ Town of Rye