



LINDA M. HODGDON
Commissioner
(603) 271-3201

State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
25 Capitol Street – Room 120
Concord, New Hampshire 03301

Handwritten initials

JOSEPH B. BOUCHARD
Assistant Commissioner
(603) 271-3204

Bureau of Public Works
Design and Construction
Project No. 80659 – Contract B

August 22, 2013

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

- 1). Authorize the Bureau of Public Works Design and Construction to enter into a contract with Schroeder Construction Management Inc. (VC# 172486) Nashua, NH, for a total price not to exceed \$376,000, for the Building B & C (SMR) HVAC Upgrade, Concord, NH. This contract is effective upon Governor and Council approval through January 10, 2014, unless extended in accordance with the contract terms. **50% - General - Capital Funds., 50% Federal Funds.**
- 2). Further authorize that a contingency in the amount of \$26,000 be approved for unforeseen conditions for the Building B & C (SMR) HVAC Upgrade, bringing the total to \$402,000. **50% - General - Capital Funds., 50% Federal Funds**
- 3). Further authorize the amount of \$18,000 be approved for payment to the Department of Administrative Services, Bureau of Public Works Design and Construction (VC# 177875), for engineering services provided, bringing the total to \$420,000. **50% - General - Capital Funds., 50% Federal Funds**

Funding is available in account titled Adjutant General as follows:

02-12-120030-17380000	DE Storage Buildings	<u>SFY14</u>
034-50162 – Repair/Renovations (Bldg. & Constr.)		\$ 50,000

02-12-120030-08720000	Statewide Readiness Center Restoration and Modernization	
034-50162 – Repair/Renovations (Bldg. & Constr.)		\$326,000
034-50162 – Contingency		26,000
034-50162 – BPW Fees		<u>\$ 18,000</u>
Sub-Total		<u>\$370,000</u>
Grand Total		\$420,000

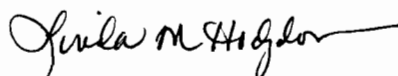
EXPLANATION

Per Chapter 145:1, I, B, Laws of 2009, as extended by Chapter 253:28, 2 Laws of 2011, and extended by Chapter 195:47, 2, Laws of 2013 for D & E Storage Buildings, and Chapter 195:1, I, C for Statewide Readiness Restoration and Modernization. This project will include mechanical upgrades and minor finish work, which will increase energy efficiency and allow the facilities to be better used for their intended purposes.

The contractor has been pre-qualified by the Department of Transportation. The contract has been approved by the Attorney General as to form and execution; and the Adjutant General has certified that the necessary funds are available. Copies of the fully executed contract are on file at the Secretary of State's Office and the Department of Administrative Services, Bureau of Public Works Design and Construction.

Attached please find a copy of the tabulation of bids for this project along with the contract supplemental information sheet.

Respectfully submitted,



Linda M. Hodgdon
Commissioner

Department Estimate:	\$370,000
Contract Amount:	<u>\$376,000</u>
Under Estimate:	\$ 6,000

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: BPW Project No. 80659R, Contract B - Building B and C HVAC Upgrade, 1 Minuteman Way, Concord, NH.

DESCRIPTION: Work in Building C includes removing the existing rooftop HVAC unit and replacing two new package HVAC units, including all piping, appurtenances, electrical, interior patching and new ceiling assemblies. Work in Building B includes installing a new split system HVAC in the attic space and condenser on the roof of Building C. Work also includes gas piping, electrical work, new exposed galvanized spiral ductwork and diffusers new lighting, new wall finish and removal of existing through wall units, including infill and insulation of openings.

EXPLANATION: Both Buildings B and C need mechanical upgrades and minor finish work to increase energy efficiency and increase usage of the structures for their intended purposes.

OVER ESTIMATE

EXPLANATION: The low bid was less than 2% more than the Bureau's estimate and the three lowest bidders were very close, indicating a competitive bid. Deduct alternates were included, but not used, as the bid was within the available funding.

DEPARTMENT

ESTIMATE: \$370,000

LOW BID: \$376,000

INTENT TO AWARD

PROJECT NAME:

PROJECT NUMBER:

COUNTY:

BID OPENING DATE:

SCOPE OF WORK:

LOCATION:

COMPLETION DATE:

Building B and C HVAC Upgrade, Concord NON-FEDERAL 80659R-B

80659R-B

MERRIMACK COUNTY (013)

07/25/2013

STRUCTURAL, CURBING, AND GAS PER PLANS/SPEC. BLDG-B: INSTALL NEW SPLIT SYSTEM HVAC, CONDENSOR INCLUDING GAS, ELECTRICAL, DUCTWORK, DIFFUSERS AS REQUIRED. NEW LIGHTING, WALL FINISH.

SMR, BUILDING B & C

01/10/2014

BID RESULTS

A SCHROEDER CONSTRUCTION MANAGEMENT INC. - 89 AMHERST STREET NASHUA, NH 03064	\$	376,000.00	ACCEPTED
B MERIDIAN CONSTRUCTION CORP (B001) - 32 ARTISAN COURT 4 GILFORD, NH 03249	\$	379,777.00	ACCEPTED
C TURNSTONE CORP (B001) - 51 FRANKLIN ST MILFORD, NH 03055-3705	\$	387,900.00	ACCEPTED
D D. L. KING & ASSOCIATES, INC. - 27 TANGLEWOOD DRIVE, NASHUA, NH 03062	\$	398,645.00	ACCEPTED
E BROOKSTONE BUILDERS, INC. - 600 HARVEY ROAD MANCHESTER, NH 03103	\$	459,000.00	ACCEPTED

BUREAU OF PUBLIC WORKS

☒ Award to A-Bidder

☐ Hold for Negotiation \$ 376,000.00

☐ Cancel Contract

User Agency NHARN

Authorized by [Signature]

Date 8-8-13



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/12/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Infantine Insurance Inc. P. O. Box 5125 Manchester NH 03108		CONTACT NAME: Janet Tuttle PHONE (A/C No. Ext): 603-669-0704 (ext 246) FAX (A/C No): 603-669-6831 E-MAIL ADDRESS: jtuttle@infantine.com	
INSURED Schroeder Construction Management Inc. PO Box 601 Nashua NH 03061		INSURER(S) AFFORDING COVERAGE INSURER A: Peerless Insurance NAIC # 24198 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 2013-2014 Master**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
	☒ COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	☐ CLAIMS-MADE ☒ OCCUR		CBP8350683	8/1/2013	8/1/2014	MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMP/OP AGG \$ 2,000,000
	☐ POLICY ☒ PROJECT ☒ LOC					\$
A	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☒ ANY AUTO					BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS	☐ SCHEDULED AUTOS	BA8351383	8/1/2013	8/1/2014	BODILY INJURY (Per accident) \$
	☒ HIRED AUTOS	☒ NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
						\$
A	☒ UMBRELLA LIAB	☒ OCCUR				EACH OCCURRENCE \$ 3,000,000
	☐ EXCESS LIAB	☐ CLAIMS-MADE				AGGREGATE \$ 3,000,000
	☐ DED ☒ RETENTION \$ 10,000		CU8352683	8/1/2013	8/1/2014	\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					☒ WC STATUTORY LIMITS ☐ OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	WC8389128	8/1/2013	8/1/2014	E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	States: ME, MA, NH, VT			E.L. DISEASE - EA EMPLOYEE \$ 500,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: Building B and C HVAC Upgrade, 1 Minuteman Way, Concord, NH. Project No. 80659R, Contract B. It is hereby understood and agreed that the State of New Hampshire, Department of Administrative Services is included as additional insured to General Liability and Umbrella policies when required by written contract.

CERTIFICATE HOLDER**CANCELLATION**

State of New Hampshire
Department of Administrative Services
PO Box 483
Concord, NH 03301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Paul Sullivan/JT1



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/12/2013

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PRODUCER Infantine Insurance P. O. Box 5125 Manchester NH 03108	CONTACT NAME: Janet Tuttle PHONE (A/C, No. Ext.): (603) 669-0704 FAX (A/C, No.): (603) 669-6831 E-MAIL ADDRESS: jtuttle@infantine.com
INSURED State of New Hampshire Department of Administrative Services PO Box 601 Nashua NH 03061	INSURER(S) AFFORDING COVERAGE INSURER A: Peerless Insurance NAIC # 24198 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 2013 OCP Master REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			8951484	8/12/2013	8/12/2014	EACH OCCURRENCE \$ 2,000,000
	COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
	CLAIMS-MADE ☒ OCCUR						MED EXP (Any one person) \$
	☒ Owners & Contractors						PERSONAL & ADV INJURY \$
							GENERAL AGGREGATE \$ 3,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$
	☒ POLICY ☐ PRO-JECT ☐ LOC						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO						BODILY INJURY (Per person) \$
	ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
RE: Building B & C HVAC Upgrade, 1 Minuteman Way, Concord, NH.

CERTIFICATE HOLDER

State of New Hampshire
Dept. of Administrative Services
PO Box 483
Concord, NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Paul Sullivan/BKP



EVIDENCE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)

8/12/2013

THIS EVIDENCE OF PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

AGENCY Infantine Insurance P. O. Box 5125 Manchester NH 03108		PHONE (A/C, No, Ext): (603) 669-0704	COMPANY Acadia Insurance Co. PO Box 9526 Manchester NH 03108-9526	
FAX (A/C, No):	E-MAIL ADDRESS: jtuttle@infantine.com			
CODE: 3081	SUB CODE:			
AGENCY CUSTOMER ID #: 00016373				
INSURED Schroeder Construction Management Inc.; State of NH-Dept. of Admin. Services PO Box 601 Nashua NH 03061			LOAN NUMBER	POLICY NUMBER CIM511648910
EFFECTIVE DATE 8/12/2013		EXPIRATION DATE 8/12/2014		CONTINUED UNTIL TERMINATED IF CHECKED ☐
THIS REPLACES PRIOR EVIDENCE DATED:				

PROPERTY INFORMATION

LOCATION/DESCRIPTION
Loc# 00001/Bldg# 00001
1 Minuteman Way
Concord, NH

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

COVERAGE INFORMATION

COVERAGE / PERILS / FORMS	AMOUNT OF INSURANCE	DEDUCTIBLE
Job Specific Builders Risk	376,000	1,000

REMARKS (Including Special Conditions)

Project No. 80659R, Contrat B - Building B & C HVAC Upgrades.

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ADDITIONAL INTEREST

NAME AND ADDRESS	MORTGAGEE	ADDITIONAL INSURED
	LOSS PAYEE	
	LOAN #	
	AUTHORIZED REPRESENTATIVE Paul Sullivan/BKL <i>Paul Sullivan</i>	