17

State of New Hampshire

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

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Bureau of Public Works
Design &Construction

November 1, 2013

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

REQUESTED ACTION

Authorize the Department of Administrative Services, Bureau of Public Works Design and Construction to enter into an agreement with Colby Company, LLC, (Vendor Code 254487) 47A York Street, Portland, ME 04101, in an amount not to exceed $300,000 for Electrical Services required for planning, design and construction of various Public Works' Projects as necessary and required by the Department. The contract is effective from the date of Governor and Council approval through June 30, 2016.

EXPLANATION

The Department proposes to retain the private consulting firm Colby Company, LLC., to expedite the current project workload and provide appropriate technical expertise as required for specific projects. This is one (1) of three (3) open-ended agreements for Electrical services that will be presented for approval. The agreement will enable the Department to respond quickly to unscheduled project requests and possible emergencies regarding Electrical services issues. The decision as to which projects will be assigned will be made on a case-by-case basis depending on the particular expertise required and the firm's current workload.

This type of consulting agreement will be funded from the monies for each project. The majority of projects needing this type of Electrical services consultant work are maintenance and capital funded projects.

This agreement is a proposed contract with the Electrical services firm selected to provide on-call Electrical services. It is anticipated that Electrical services can be handled by three (3) Electrical firms through the contract period.

The consultant selection process employed by the Department for this project is in accordance with RSAs 21-I:22, 21-I:22-c, and 21-I:22-d, all applicable Federal Laws and the Department's procedures for "Selection of Engineers, Architects and Surveyors dated July 28,

2005. Cumulative scoring was used in this selection process in order to assure that the perspective of each committee member received proper consideration during scoring deliberations. Each committee member, Mark Nogueira, Michelle Juliano, Gordon Graham and Beverly Kowalik, brings different strengths and knowledge to the table. This allows thorough discussion and weighing of the different perspectives during the scoring process. This process also makes follow-up explanations to the unselected firms easier.

In April 2013, the Bureau of Public Works Design & Construction advertised in the Union Leader, the Bureau of Public Works Design & Construction website and email notification soliciting interest in providing on-call Electrical Services. The following table lists the sixteen (16) consultant firms that submitted letters of interest and were considered for this assignment.

Ackroyd Engineering, LLC	Oak Point Associates
Lee F. Carroll, PE	RDK Engineers
Colby Company, LLC	Reno Engineering
Dubois & King	RFS Engineering
Harriman Associates	SMRT
Jacobs Engineering	Stantec Consulting Services
McFarland Johnson	WV Engineering Associates
Nangle Engineering, Inc.	Yeaton Associates

The firms were then rated on the basis of comprehension of the assignment, clarity of the proposal, capacity to perform in a timely manner, quality and experience of the project manager and team, and overall suitability for the assignment. It is now the Department's intent to enter into Statewide Consultant Service Agreements with the three (3) highest rated firms as their legal documentation and Certificate of Insurance become available.

Ackroyd Engineering, LLC	Colby Company, LLC
Lee F. Carroll, P. E.	

A copy of Colby Company, LLC's Statement of Qualifications is provided, herewith, for your information and convenience.

The subject agreement has been approved by the Attorney General as to form and execution. Copies of the fully executed agreement are on file at the Secretary of State's Office and the Department of Administrative Services, Bureau of Public Works Design & Construction.

Respectfully submitted,

Linda M. Hodgdon

Linda M. Hodgdon,
Commissioner

Explanation of Statewide Consultant Committee Selection

Members are selected using the approved guidelines for the Bureau of Public Works Design and Construction "Selection of Engineering, Architects, and Surveyor Services". Per these guidelines, the Committee should consist of the Bureau Administrator plus two other Project Managers.

The Administrator is a member of all the Selection Committees, serving to provide the larger perspective of the consultant capabilities that are desired, also bringing knowledge of the quantity of work and various types of anticipated projects the consultant may be called on to perform. He brings the perspective of achieving agency goals, using a balance of those consultants who have performed excellent work in the past, along with bringing in new consultant firms. His background in the private sector and State services provides insight into expertise, staffing and capacity of the consultant firms.

The Assistant Administrator manages the day-to-day oversight of the Consultant assignments, and is the second member of all the selection committees. Her job description specifically outlines her involvement in the management of the consultants. She brings the expertise of the day-to-day working with consultants. Her past and present experience involves frequent interaction with consultants, including review of consultants' proposals and their engineering work.

The Discipline Head, (PM 4) for the specific type of work the consultant is being hired for (i.e. Mechanical, Civil, etc.), brings additional expertise concerning the capabilities of various consultants with whom they have worked. Their years of project management experience provide the more detailed perspective about the various consultants' strengths or weaknesses and how they would fit with the project needs.

Administrator PM6	Mark T. Nogueira - 24 years private/state service
Asst. Administrator PM5	Michelle Juliano - 25 years State service
Project Mgr – PM 4	Gordon Graham - 11 years State service
Project Mgr – PM 4	Beverly Kowalik - 20 year State Service

Interview/Selection date: 3-Sep-13

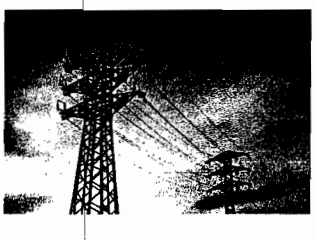
COMMITTEE PROPOSAL RATING FOR
ELECTRICAL STATEWIDE

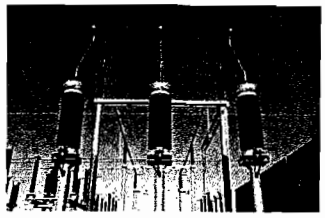
Consultant Name	Comprehension of Assignment	Clarity of Proposal	Capacity to Perform in a Timely Manner	Quality and Experience of PM/Team	Overall Suitability for the Assignment	Total Score	Cumulative Score	
Ackroyd Engineering							**90.5**	<===== Highest Rating
Mark Nogueira	4	4	4	4	4	20		
Michelle Juliano	4	4	5	5	5	23		
Gordon Graham	5	5	4	5	4	23		
Beverly Kowalik	5	5	4.5	5	5	24.5		
Lee F Carroll							**91.0**	<===== Highest Rating
Mark Nogueira	4	4	4	4.5	4	20.5		
Michelle Juliano	4	4	5	5	5	23		
Gordon Graham	5	5	4	5	4	23		
Beverly Kowalik	5	5	4.5	5	5	24.5		
Colby Co. Engineering							**90.0**	<===== Highest Rating
Mark Nogueira	4.5	4.5	4.5	4.5	4.5	22.5		
Michelle Juliano	4.5	4.5	4.5	4.5	4.5	22.5		
Gordon Graham	4	4	5	5	4	22		
Beverly Kowalik	5	4.5	4.5	4.5	4.5	23		
DuBois & King							**88.5**	
Mark Nogueira	4.5	4.5	5	4.5	4.5	23		
Michelle Juliano	4	4	4	5	5	22		
Gordon Graham	5	4	4	4	4	21		
Beverly Kowalik	4	4.5	4.5	4.5	5	22.5		
SMRT							**84.0**	
Mark Nogueira	4	4.5	4.5	4.5	4	21.5		
Michelle Juliano	4	3.5	4	3.5	4	19		
Gordon Graham	4	4	4	5	4	21		
Beverly Kowalik	4.5	4.5	4.5	4.5	4.5	22.5		
Stantec							**88.5**	
Mark Nogueira	4.5	4.5	4.5	4.5	4.5	22.5		
Michelle Juliano	4	4	4	5	5	22		
Gordon Graham	4	4	5	5	4	22		
Beverly Kowalik	4.5	4.5	4	4.5	4.5	22		

Colby Company
engineering

ELECTRICAL ENGINEERING SERVICES

Colby Company LLC
47A York Street
Portland, Maine 04101
Calen Colby, PE
calen@colbycoengineering.com
207.553.7753





A. Ability to Accomplish Professional Services

Colby Co. has prior experience with performing professional services for design and construction documents, on-Site observation, and inspection services for projects with varying delivery systems including On-Call, Facilities Engineering, Design-Bid-Build, Design-Build and Construction Administration. Colby Co. can perform all of the electrical engineering services with our in-house staff. Our electrical staff has served in a similar, on-call capacity for the Maine Bureau of General Services, U.S. Army Corps of Engineers New England District, and the U.S. Postal Service.

Company-wide, we maintain over 20 computer-aided design and drafting (CADD) workstations and we can prepare designs in AutoCAD by trained CADD professionals. In addition to standard AutoCAD, Colby Co. also utilizes AutoCAD MEP, an advanced application that automatically coordinates electrical and mechanical features using built-in routines. The software allows interference checking and can increase drafting efficiency by as much as 40%. Our team can also provide 3D renderings of project elements. Colby Co. has provided mechanical, electrical, structural, and civil engineering designs using AutoCAD 2004 or higher for over 500 projects. Every workstation at Colby Co. has Microsoft Office capabilities, including Word, Excel and Powerpoint, and the Adobe Acrobat X Professional program which offers one of the widest ranges of Adobe capabilities. Every department has access to a workstation with Microsoft Project, Access and Publisher. Colby Co. employees are proficient at Microsoft products for text documents and Adobe programs for specifications.

Colby Co.'s electrical department includes three electrical engineers, one controls engineer and one electrical designer. This depth allows us to undertake multiple electrical projects simultaneously. Our electrical staff has experience with the design of both medium and low-voltage electrical service connections; interior and exterior electrical distribution systems; emergency and back-up power generation systems, including generators and UPS systems; alternative energy system design, including photovoltaic and wind energy; power system layouts for spaces such as IT rooms, offices, machine shops, and mechanical rooms; lighting system layouts, including lighting intensity calculations and lighting control system design; data, communication, and security systems; data collections systems, including SMART metering for electric, gas, and other utilities; fire alarm and detection system design; short-circuit current calculations and arc flash hazard analysis; and construction estimates. They use LitePro v2.0 Lighting Design Software for lighting illumination calculations and ETAP Power System Arc Flash Analysis software for short circuit calculations and arc flash hazard analysis.

Our experience as facilities engineers has taught us that no project is too small or unimportant. We can design a 46,000 SF building that can lift a 400 ton ship hull section and hold it steady in a 55 mph wind gust but equally as important, we know how to thaw out frozen buildings and broken sewage ejector stations. We can specify new electrical systems but understand how to keep older electrical systems operating when money is not available to replace them. We truly enjoy the challenge of meeting the requirements of the codes, designing systems that are within budget and will last for many years, and we understand how to communicate with contractors. We believe this facilities experience aligns with the State's mission and gives us the ability to accomplish the professional services in a timely and cost competitive manner.

B. Capability to Perform Assignments in a Timely Manner

Colby Co. has a great depth of experience with design for the public sector including projects for local, state and federal entities. We currently are the Prime Contract Holder for two Indefinite Delivery Indefinite Quantity contracts with the U.S. Army Corps of Engineers (max value $3.5M) and the U.S. Postal Service (max value $2.5M). Our proven track record of design for the public sector is also demonstrated by multiple projects for the Maine Bureau of General Services, U.S. Department of Agriculture, National Park Service, U.S. Army Corps of Engineers, U.S. Navy, U.S. Coast Guard, U.S. Postal Service, Maine Air and Army National Guard, and the General Services Administration. The Colby Co. Team maintains the necessary registrations to provide the required electrical engineering services within the State of New Hampshire.

The capacity to implement a number of projects simultaneously is one of Colby Co.'s key organizational strengths. We have numerous clients who have each awarded multiple projects to Colby Co. simultaneously. We believe this illustrates the confidence our clients have in Colby Co. to manage multiple small, medium and large projects. Below is a list of clients who have awarded multiple projects to Colby Co. within the last **five years.**

CLIENT	Number of Task Orders
Maine DVEM	**30 Task Orders**
Maine Air National Guard	**15-Month Contract**
Bath Iron Works	**60 Task Orders**
Fairchild Semiconductor	**10 Task Orders**
Metso Paper	**25 Task Orders**
Vingtech Manufacturing	**17 Task Orders**
Victory Energy	**45 Task Orders**
Watermark	**20 Task Orders**
Milton CAT	**32 Task Orders**

Colby Co. takes great pride in meeting all scheduled deadlines. Detailed project planning and constant monitoring of progress along with dedicated high quality staff are the keys to our success. Our existing staff and management systems support a work load of numerous concurrent projects. Colby Co. uses a resource planning tool to track and assign personnel to active projects. Allowances for administrative needs, training, staff vacations, and other paid leave are also considered. This planning tool allows our Project Managers to proactively execute work on simultaneous projects, anticipate the need for additional staff, and mitigate the impact of peak demands on the personnel pool.

To proactively meet delivery schedules, we develop a detailed sequence of activities with time constraints for each submission that will ensure that the product is checked and delivered by the scheduled time. Detailed project schedules, typically in Microsoft Project, can be developed for each project. Monthly updates will be provided with the project invoices to communicate progress and schedule compliance. As a Team, we will conduct regular "on board" meetings and implement an electronic project schedule in order to track project milestones and deliverables on a timely and efficient basis. When appropriate or requested, we will establish and host a secure project portal to post project information and schedules for your convenience and to enhance collaborative communication. We regard all schedule milestones as a serious commitment to our clients and any schedule deviations and the reasons for the delay are immediately communicated with the client and a revised schedule is jointly developed.

We believe in offering a supportive and flexible work environment which is vital to employee retention and ensures continuity to our clients. Colby Co.'s Quality Management Plan requires that all work and significant decisions are reviewed by a senior level staff member that is technically qualified for the type of work being performed. This process ensures quality, disseminates lessons learned, and provides redundancy of resources for our projects. This redundancy allows us to maintain continuity and the project schedule on projects in the event of the loss of a key staff member. Our staff has substantial local, state and federal experience which has given us a great respect for the need to meet your schedule. We understand mission critical funding and federal fiscal year-end spending. We are committed to working with you to develop a product that meets your needs within the project time constraints.

Colby Co. also understands that projects can often have unusual time constraints. Our facilities management engineering experience best illustrates our ability to meet tight deadlines. When something breaks at a facility, repairs need to be designed quickly and safely. Several clients have entrusted us with their facilities engineering needs and have cited our responsiveness as one of the main reasons they continue to work with us. Examples include:

Wiscasset Post Office and Millinocket Office

The Post Office facility in Wiscasset sustained damage after being struck by a truck. The USPS asked Colby Co. to survey the damage, create designs for repairs and provide construction administration. Also in 2012, the Millinocket Post Office facility experienced a boiler failure and Colby Co. surveyed the system and created designs for the repairs. Colby Co. responded to both of these situations in an expedient manner and after the project was complete, we received the following praise from Andy Stein, the USPS Project Manager:

"The Colby Company has always provided the United States Postal Service the highest level of professionalism, dedication, knowledge and experience through all phases of design and construction services. These skills were never more prevalent than during two recent emergencies for a heating system failure (Millinocket) and a vehicular collision damage (Wiscasset) to two of our Northern Maine Post Offices. The Colby Company was able to mobilize immediately to inspect both facilities for damages, recommend repairs with a cost effective solution, develop construction documents and provide construction admin services that resolved the emergency and the operational impacts."

Hurricane Sandy Inspections, U.S. Coast Guard, New York

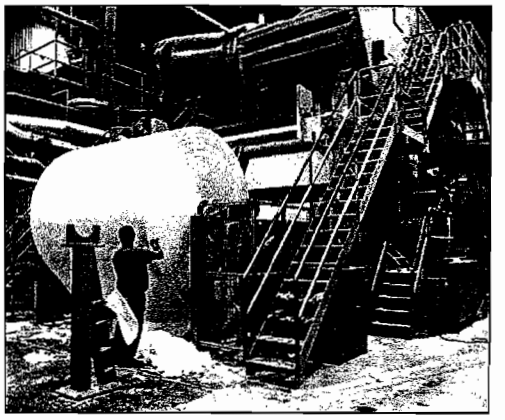
Colby Co. provided an engineering team three days after Hurricane Sandy's landfall in New York and New Jersey. Our electrical and structural engineers provided inspection of storm damage at three U.S. Coast Guard bases in NY and NJ. They inspected exterior electrical distribution components to determine the conditions after being exposed to seawater from hurricane swells. The electrical services that were evaluated included a 12.47kV utility tie-in and 480V & 208Y/120V pier distribution services.

BIW Slab Failure

BIW recently had a slab failure in one of their equipment assembly buildings. Their Facilities Engineering group contacted Colby Co. on a Monday to run an analysis to see if it was possible to move the 375 ton ship section off the slab without causing damage to the ship's hull. Colby Co. provided a design analysis and a plan for moving the equipment by Wednesday. Colby Co. engineers were on-site at BIW at 4 a.m. that Thursday morning for the successful equipment move.

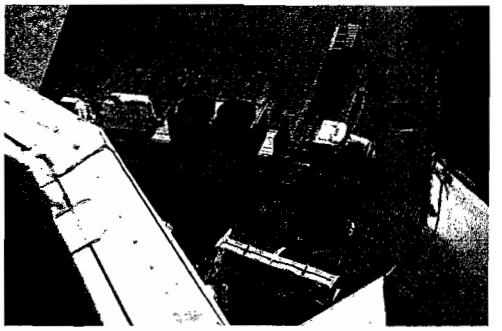
Metso Paper Machine Shutdown

Metso Paper designs and fabricates paper machines for mills world-wide. These paper machines have 12 MMBtu burners and operate at temperatures in excess of 700 degrees F and at pressures up to 150 psf. Colby Co. has worked on the design of numerous systems with Metso. Colby Co. has also participated in four mill shutdowns with Metso. These shutdowns were scheduled to repair the paper machines. In addition to designing engineering repairs prior to the shutdown, Colby Co.'s engineers worked in shifts to provide on-site engineering support, 24 hours a day, for four days straight each time.



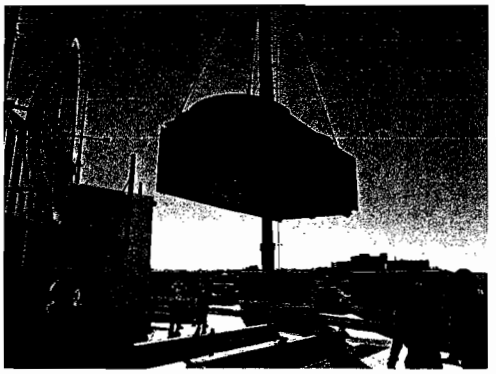
Fairchild Semiconductor Equipment Support

Fairchild Semiconductor recently received large manufacturing equipment that was vital to production. FSC had questions about the structural integrity of the equipment mounting system so they contacted Colby Co. Our engineers were on-site and designing a solution in less than 8 hours. Additionally, Colby Co. provided one of our mechanical engineers as FSC's request for six weeks of on-site support as they installed the machinery.



University of Southern Maine Chiller Installation and Construction

Colby Co. recently designed a chiller system to replace a 70 ton, 40+ year old chiller that had reached the end of its service life at USM's law school building. We provided both the design and the construction administration for this $400,000 construction project. All removal and installation of major equipment that involved crane work was completed on weekends to avoid disruption to the occupied building. Colby Co.'s engineers were on-site for as required during the week and weekends to oversee removal and installation of the equipment.



C. Project Manager and Available Firm Resources

Colby Co. is a design firm comprised of 22 professionals in the Electrical, Mechanical, Controls, Fire Protection, Civil, Structural and Architecture disciplines with relevant experience on state projects. Our in-house electrical staff includes three electrical engineers, one controls engineer and one electrical designer. The electrical engineering resumes are attached to this proposal. We understand that this contract will focus on electrical engineering only but we also believe that offering all of the major design disciplines under one roof is an added benefit. Working in close proximity to related design disciplines allows our electrical engineers to quickly check with our mechanical or structural engineers and/or architects for issues such as:

- Verifying the operational characteristics of a pump or fan motor with a mechanical engineer while designing the replacement of existing wiring;
- Consulting with a structural engineer during the implementation of a grounding system as to how a foundation is constructed and whether or not a grounding system can be tied to a structural element;
- Coordinating with an architect and structural engineer regarding where to place air terminals on a roof when designing lighting protection; and
- Reviewing existing equipment with mechanical engineers during arc flash studies to get characteristics of the motor for an air handler, the control system, types of disconnect and what overcurrent protection is recommended by the manufacturer.

Project Manager: Matt Lyle, PE

- Registered Electrical Engineer with 11 years of experience
- Licensed in New Hampshire #13109

Ben Townsend, PE

- Registered Electrical Engineer with six years of experience
- Background in medium and low voltage design

Jason Beaulieu, EIT

- Electrical and Controls Engineer with six years of experience
- Background in control system design and building design

Allen Saucier, PE

- Registered Controls Systems Engineer with 25 years of experience
- Background in control system design and mechanical design

Craig Smith

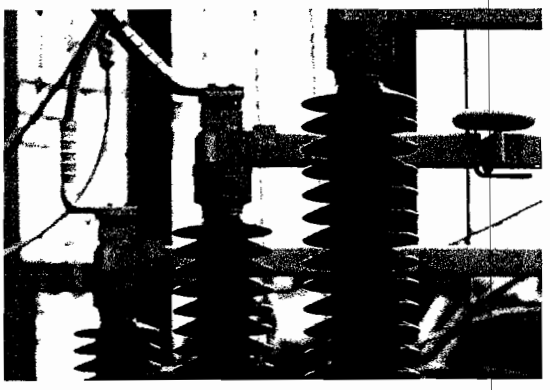
- Electrical Designer
- Background in electrical and mechanical CADD design

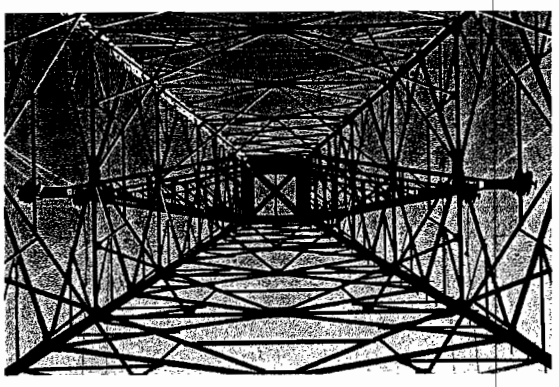
Matt Lyle, PE will serve as the Project Manager. His responsibilities will include:

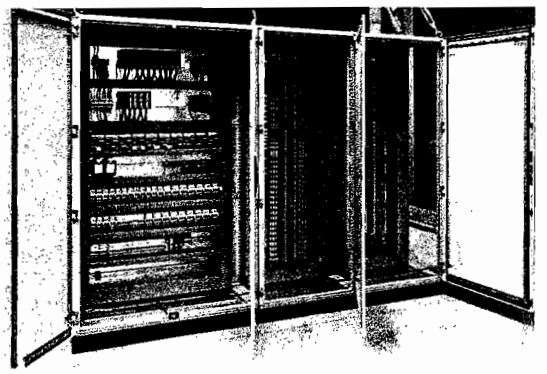
- Identifying and assigning appropriate resources for the studies and design;
- Managing the collection of site data and the design for projects;
- Ensuring that Independent Technical Reviews of all deliverables are conducted for technical adequacy, coordination of disciplines, regulation compliance, error/omissions, and preparation of a transmittal letter that documents the review process;
- Ensuring that a complete Quality Control check is completed prior to each submittal;
- Coordinating and participating in all project review meetings and technical conference calls;
- Monitoring the design team schedule;
- Monitoring the scope of work to ensure completeness of design and that the completed project is fully functional; and
- Responding to client requests for information.

Matt has served as a Project Manager for numerous contracts and projects, including the design and construction management of an $8M Milton CAT Sales and Service Facility in North Reading, MA; multiple, concurrent facilities engineering projects at Bath Iron Works, and a $2M Chiller Replacement project at the Jackson Laboratory in Bar Harbor, Maine. As a Colby Co. Project Manager, Matt is responsible for communicating with the client and for the project's scope, schedule, budget, quality control and end product.

Colby Co.'s electrical engineering department also has a solid working relationship with Visible Light of Hampton, NH and Eaton Electrical of Franklin, MA. Our relationships with these vendors allow us to keep up-to-date on the latest in lighting technology, including LED fixtures and networked lighting controls. They are well versed in NH-state rebate programs. Their state-wide coverage allows for prompt on-site service to aid in specifying the appropriate fixtures and controls. When appropriate, we can work directly with these vendors, even meeting on site, to specify the correct products given existing environmental, spatial, and capacity conditions.







Matthew Lyle, PE
Electrical Engineer
Colby Company Engineering

Education
- Bachelor of Science, Electrical Engineering, University of Maine

Registrations
- Massachusetts: Electrical
- Maine: Electrical
- New York: Electrical
- New Hampshire: Electrical
- Florida: Electrical
- NCEES

Organizations
- National Society of Professional Engineers

Mr. Lyle brings commercial, industrial, federal and higher education electrical engineering experience to Colby Co. His background includes providing electrical consulting services for architectural, industrial, commercial and utility projects. Matt's capabilities include sizing service transformers, generators and other distribution equipment; layout power systems; lighting system layouts; fire alarm and detection system design; and construction estimates.

Emergency Electrical Inspections, U.S. Coast Guard
Matt served as an electrical engineer for the inspection of storm damage at three U.S. Coast Guard bases in NY and NJ. He was part of an engineering team that arrived three days after Hurricane Sandy's landfall. He inspected exterior electrical distribution components to determine the conditions after being exposed to seawater from hurricane swells. The electrical services that were evaluated included a 12.47kV utility tie-in and 480V & 208Y/120V pier distribution services.

Retail Space Renovation, Tanger Outlets, Kittery, Maine
Matt served as an electrical engineer for electrical design services at Tanger Outlets. Tanger Outlets, the building landlord, leased an existing retail space to a new merchant. The merchant's electrical requirements exceeded the existing electrical service and preliminary code inspection discovered the supply did not meet code. He inspected the existing building distribution and provided design services to re-size and re-route the service, adding additional conduit to remedy fill and tap violations. The design of the reconfigured distribution system originated from the pad-mount transformer to the existing distribution components. The electrical service is a 208Y/120V, 3-phase building distribution.

Public Safety Building Relocation, University of Southern Maine
Matt served as an electrical engineer for the relocation of USM's Public Safety department to the now vacant childcare center. He provided the design for a backup power generator, new power distribution for change of use spaces, and upgraded tel/data network. The backup power generator was designed to backup the entire building. A natural gas fueled generator and automatic transfer switch were specified and tied into existing main electrical feed. The buildings power distribution system was updated with additional outlets and new circuits to accommodate the change of use and additional office workstations. The tel/data network design included a new 50-pair copper cable to be fed from the USM campus telecommunications service. The new dispatch area also requires a fiber optic connection, so a new 6-pair multi-mode fiber optic cable was specified to run from the dispatch area to the existing fiber optic feed of the building. A new data equipment rack with a 24 port patch panel and 24 port data switch was also specified to be installed in the dispatch area to support all the equipment to be installed. The remaining areas of the public safety office will have their data outlets fed from the existing 48 port data rack.

Sales and Service Facility Design, Milton CAT
Matt served as the Project Manager and an electrical engineer for the design and construction management for an $8.6M, 25,000 SF, four acre Milton CAT Sales and Service facility. The facility included a wash bay; five service bays; a part warehouse with state of the art racking systems, a wire guided stock picking system, electronic customer interface capabilities; and sales area and administrative offices. The electrical scope included the design for 480V/3-phase and 208V/3-phase distribution systems tied in to 12.47kV utility. Electrical distribution was provided to support machine and equipment repair. The loads included cranes, welders, wash equipment, and HVAC. The electrical design included an automated computer warehousing system with a computerized racking layout/inventory control, an automatic wire guided stock picker; and an

electronic customer interface for parts selection; a security card read access; security cameras; and an electronic building management system with remote access to building security, controls, and mechanical systems. A 300 kW, 480Y/277V emergency generator was specified and installed for this sales and service facility. The Owner requested the diesel generator be sized to run the entire facility for an 8 hour work period.

Mechanical Renovation, Nashua City Hall, New Hampshire
Matt served as an electrical engineer for the re-design of Nashua City Hall's mechanical system. He provided design support for installation of the new mechanical equipment. Most of the electrical distribution system was adequate for serving new HVAC equipment, and new distribution panels and wiring were installed to primarily support air source heat pump equipment, which operates solely on electrical energy, and to improve code compliance.

Central Utility Plant Design, Bath Iron Works
Matt is serving as the Project Manager and electrical engineer for the design of a new Central Utility Plant. The new plant will consist of 2 stories plus a roof with equipment, total square footage is 60,000 square feet. The Plant will house 5 high pressure steam boilers totaling 3,400 boiler horsepower output (113,815 MBH), 8-10 large industrial air compressors totaling approximately 13,500 cfm, and a large chilled water plant of approximately 1,800 tons.

Repair Building 1 HVAC, USACE, New England District
Matt served as an electrical engineer for the design of $2M of repairs to the heating, ventilating, and air conditioning (HVAC) in Building 1, Patient Ward and Isolation Rooms in Wards 6A and 6B at the Veterans Affairs Medical Center in Providence, RI. Project elements included two (2) 90-ton air cooled chillers, four (4) rooftop makeup air units, and four (4) pipe fan coil units. The design also included an exhaust airflow dispersion analysis to prevent entrainment of contaminated air into the new makeup air units. A new negative pressure ventilation system was designed for the tuberculosis isolation room on Ward 6A.

Replace Chillers and Mechanical Systems, Providence Veteran's Affairs Medical Center
Matt served as an electrical engineer for this $2 million mechanical renovation project which entails the replacement of the two Durham-Bush steam absorption chillers in the D-Wing mechanical room and the reuse of the existing cooling towers, condenser water pumps, chilled water pumps, controls, and piping distribution to the extent possible. The D-Wing is 60,000 SF. The team is specifying two new 130 ton electric screw chillers and the associated equipment involved to switch the systems. They are also providing DDC controls to tie into the existing building management system (Metasys) to support all HVAC upgrades.

Coal Power Plant Conversion and Boiler Building Design, Black River Generation LLC
Matt served as an electrical engineer for the conversion of an existing 50 Megawatt coal fired power plant to a biomass fueled power plant. The conversion includes structural, mechanical and electrical modifications to the 44,720 SF boiler building to accommodate new equipment and to support the biomass fuel. Other modifications include the design and modification of reclaim conveyors, fire protection facilities, plant entrance, and truck circulation around the building. New facilities include an access road, scale, conveyors, cooling tower, processing building, truck dumpers and circulation area, and stormwater management.

Electrical Wiring Replacement Phase II and III, Providence VAMC
Matt served as the Project Manager and electrical engineer for two phases of a $4 million electrical wiring replacement in nine buildings encompassing over 100,000 SF at the Veterans Affairs Medical Center in Providence, RI. The projects involved engineering surveys, analysis, design and preparation of technical specifications necessary to facilitate the replacement of electrical wiring. The purpose of the projects is replace and rectify obsolete wiring, panel board clearance violations, building grounding violations, ventilation deficiencies in telecommunications closets, and other related electrical deficiencies.

Ben Townsend, PE
Electrical Engineer
Colby Company Engineering

Education

- Bachelor of Science, Electrical Engineering, University of Maine

Registrations

- Professional Engineer, Maine

Mr. Townsend has experience as an electrical engineer in the consulting industry. He has worked on projects including primary and secondary power distribution, lighting design, generator sizing, short circuit analysis as well as performing energy audits for buildings in a campus setting.

Joint Operations Center Renovation, Maine Army National Guard
Ben served as an electrical engineer for the renovation design of a 2,000 SF of office space to increase user comfort as the users work long hours under high stress situations. Colby Co. designed additional secure storage, Pass & ID security, operations manager's operations desk area renovation, new offices, new auxiliary storage, new A/V systems, world clock system, and current activity boards for local and worldwide monitoring of events.

Luther Bonney Hall Energy Audit and Renovation Design Project, USM
Ben served as an electrical engineer for the provision of an ASHRAE Level II energy audit and the design of subsequent renovations to the Luther Bonney Hall building including 250-seat lecture hall, computer lab, office spaces and classrooms. The subsequent design included HVAC and electrical upgrades that were chosen by the client as a result of the energy audit such as providing VAV air distribution with DDC controls, occupancy sensors, and upgrading to T8 lighting.

US Postal Service Office Renovation, Fort Fairfield, Maine
Ben served as an electrical engineer for the renovation of the Post Office in Fort Fairfield, ME. The scope of the project included replacing the existing window A/C units with a dedicated cooling system, replacing existing lighting and associated controls, and providing several cosmetic repairs including entry ramp repairs and improvements to building finishes. The renovation encompassed 4,200 square feet of space in a Registered Historic Building.

VA Outpatient Clinic Renovation and Addition, USACE for the VA, Bedford, MA
Ben served as an electrical engineer for the renovation and addition at the VA CBOC. The overall scope of the project included providing the design for the renovation of approximately 6,500 SF of existing clinic space and a 2,000 SF addition to the existing facility.

Electrical Wiring Replacement Phase III, Providence VAMC
Ben served as an electrical engineer for one of two phases of a $4 million electrical wiring replacement in nine buildings encompassing over 100,000 SF at the Veterans Affairs Medical Center in Providence, RI. The projects involved engineering surveys, analysis, design and preparation of technical specifications necessary to facilitate the replacement of electrical wiring. The purpose of the projects is replace and rectify obsolete wiring, panel board clearance violations, building grounding violations, ventilation deficiencies in telecommunications closets, and other related electrical deficiencies.

Central Utility Plant Design, Bath Iron Works
Ben is serving as an electrical engineer for the design of a new Central Utility Plant. The new plant will consist of 2 stories plus a roof with equipment, total square footage is 60,000 square feet. The Plant will house 5 high pressure steam boilers totaling 3,400 boiler horsepower output (113,815 MBH), 8-10 large industrial air compressors totaling approximately 13,500 cfm, and a large chilled water plant of approximately 1,800 tons.

Jason Beaulieu, EIT
Electrical Engineer
Colby Company Engineering

Education

- Bachelor of Science, Electrical Engineering, University of Maine

Registrations

- Maine: EIT - Electrical

Mr. Beaulieu is experienced in commercial and industrial electrical design. Jason can also perform design for Instrumentation and Controls; and PLC Programming projects. He has worked on research, software, architectural, industrial, and commercial projects.

Central Utility Plant Design, Bath Iron Works

Jason is serving as an electrical engineer for the design of a new Central Utility Plant. The new plant will consist of 2 stories plus a roof with equipment, total square footage is 60,000 square feet. The Plant will house 5 high pressure steam boilers totaling 3,400 boiler horsepower output (113,815 MBH), 8-10 large industrial air compressors totaling approximately 13,500 cfm, and a large chilled water plant of approximately 1,800 tons.

Repair Building 1 HVAC, USACE, New England District

Jason served as an electrical engineer for the design of $2M of repairs to the heating, ventilating, and air conditioning (HVAC) in Building 1, Patient Ward and Isolation Rooms in Wards 6A and 6B at the Veterans Affairs Medical Center in Providence, RI. Project elements included two (2) 90-ton air cooled chillers, four (4) rooftop makeup air units, and four (4) pipe fan coil units. The design also included an exhaust airflow dispersion analysis to prevent entrainment of contaminated air into the new makeup air units. A new negative pressure ventilation system was designed for the tuberculosis isolation room on Ward 6A.

Law School Building Chiller Replacement, University of Southern Maine

Jason served as an electrical engineer for the performance of a feasibility study and the resulting design to replace a 70 ton, 40+ year old chiller that had reached the end of its service life at the USM's law school building. The Colby Co. team evaluated three different chiller replacement options as part of the study. The project design was based on recommendations in the feasibility study to replace the chiller, chilled water pump, and expand the cooling capacity.

Replace Chillers and Mechanical Systems, Providence Veteran's Affairs Medical Center

Jason served as an electrical engineer for this $2 million mechanical renovation project which entails the replacement of the two Dunham-Bush steam absorption chillers in the D-Wing mechanical room and the reuse of the existing cooling towers, condenser water pumps, chilled water pumps, controls, and piping distribution to the extent possible. The D-Wing is 60,000 SF. The team is specifying two new 130 ton electric screw chillers and the associated equipment involved to switch the systems. They are also providing DDC controls to tie into the existing building management system (Metasys) to support all HVAC upgrades.

Coal Power Plant Conversion and Boiler Building Design, Black River Generation LLC

Jason served as an electrical engineer for the conversion of an existing 50 Megawatt coal fired power plant to a biomass fueled power plant. The conversion includes structural, mechanical and electrical modifications to the 44,720 SF boiler building to accommodate new equipment and to support the biomass fuel. Other modifications include the design and modification of reclaim conveyors, fire protection facilities, plant entrance, and truck circulation around the building. New facilities include an access road, scale, conveyors, cooling tower, processing building, truck dumpers and circulation area, and stormwater management. Colby Co. provided structural engineering services for the boiler building structural modifications and dynamic analysis of the ID fan motor foundations. Colby Co. also provided the truck dumper foundation and conveyor supports design for the project.

Allen Saucier, PE, CSE
Controls Engineer
Colby Company Engineering

Education
- Bachelor of Science, Mechanical Engineering, University of Maine

Controls Engineer Registration
- Maine

Professional Engineer Registration
- Maine

Allen is a Registered Professional Controls System Engineer with 25 years of engineering experience and his mechanical skills include control system design and programming, PLC programming, communication networks design, web-based application development with database design; design of combined-cycle power plant balance of plant systems; design of paper machine through-air dryers and hot air systems; and military service. His controls experience includes using various networks and protocols (RS232/422/485, Modbus Serial and TCP, Ethernet/IP, DNP3 Serial and TCP) along with the proprietary software, hardware and communication protocols from PLCDirect, Allen-Bradley/Rockwell Software (RSLogix5, RSLogix500, and RSLogix5000) GE (Proficy iFIX, Cimplicity, Machine Edition) and Siemens (Step7). He received a Bachelor of Science in Mechanical Engineering from the University of Maine in Orono, Maine. In addition to his Mechanical Engineering PE license, Allen also successfully passed the Control System Engineer exam.

Central Utility Plant Design, Bath Iron Works, Bath, Maine
Allen is serving as a mechanical engineer for the design of a new 40,000 SF, two story Central Utility Plant. The Plant will house five high pressure steam boilers totaling 3,400 boiler horsepower output (113,815 MBH), 8-10 large industrial air compressors totaling approximately 13,500 cfm, and a large chilled water plant of approximately 1,800 tons. The mechanical scope includes a new control systems to streamline the operation of the plants and provide the Owner with a single point to operate, monitor and troubleshoot plant operations and provide campus energy management. The design includes extensive modifications of the utility distribution system which are required to accommodate the new utility runs. The steam and condensate piping, compressed air piping, chilled water piping, and electrical distribution is also being modified. All the systems will be required to remain operational while the new plant is constructed.

New Bedford Hurricane Barrier, U.S. Army Corps of Engineers, New Bedford, Massachusetts
Allen served the lead controls engineer for this project, which consisted of upgrading the Barrier control system with new sensing and drive technology. The project included design and specification of control cabinets, a fiber optic communication network, variable frequency drives, position sensors, and control system narrative.

Print Test Data Collection System, SAPPI, Westbrook, Maine
Allen served as a team member in designing and implementing a web-based data collection system for a print test lab. The project consisted of VB, SQL, and ASP.NET programming of a user interface for entering data into, and retrieving print test data from, the corporate database.

Combined Cycle Power Plant, Cogentrix, Rathdrum, Idaho
Allen served as a senior mechanical engineer on a project which consisted of designing a combined-cycle power plant. Duties and responsibilities included plans and specifications of balance of plant systems such as cooling system design and gas turbine installation.

Air Heater and Through Air Dryer System Design, SCA, Mannheim, Germany
Allen served as the senior process engineer on this project which consisted of designing a custom air heater using CFD methods to achieve stringent air temperature uniformity specifications, sizing of fans and design of the air system, and machine startup.

COLBCOM-01 VPULLING

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/30/2013

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 Clark Insurance 2385 Congress Street Portland, ME 04104	CONTACT NAME: PHONE (A/C, No, Ext): (207) 774-6257 FAX (A/C, No): (207) 774-2994 E-MAIL ADDRESS:
INSURED Colby Company, LLC 47A York Street PO Box 1675 Portland, ME 04101	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A : Peerless Indemnity 18333 INSURER B : Peerless Insurance 24198 INSURER C : Maine Employers Mutual 11149 INSURER D : Travelers Insurance Co. 39357 INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC			BOP8654040	4/29/2013	4/29/2014	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ $ $ $ $ $	2,000,000 50,000 5,000 2,000,000 4,000,000 4,000,000
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			BOP8654040	4/29/2013	4/29/2014	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) Included in GL	$ $ $ $ $	2,000,000
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000			CU8968615	8/28/2013	8/28/2014	EACH OCCURRENCE AGGREGATE	$ $	1,000,000 1,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		1810088890	6/22/2013	6/22/2014	X WC STATU-TORY LIMITS X OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $	1,000,000 1,000,000 1,000,000
D	Prof Liability			105776257	4/29/2013	4/29/2014	Each Claim		2,000,000
D	Deductible - $10,000			105776257	4/29/2013	4/29/2014	Aggregate		2,000,000

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

For Professional Liability coverage, the aggregate limit is the total insurance available for all covered claims presented within the policy period. The limit will be reduced by payments of indemnity and expense.

The hired & nonowned auto limit shown above is not a separate limit, it is included in the general liability limit of $2,000,000.

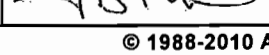
CERTIFICATEHOLDER

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF ADMINISTRATIVE SERVICES
BUREAU OF PUBLIC WORKS DESIGN & CONSTRUCTION
PO Box 483, 7 Hazen Drive, Room 250
Concord, NH 03302-0483

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



CLARK INSURANCE
Covered with confidence

November 19, 2013

The State of New Hampshire
Department of Administrative Services
ATTN: Mary A. Kibbee-Lee
Bureau of Public Works Design & Construction
PO Box 483
Concord, NH 03302-0483

RE: Colby Company, LLC

Mary,

As per our phone conversation today, please be advised that the insured does not have a commercial auto policy as they use their personal autos when going to a job site or going to see a client.

The Hired & Non-owned auto liability coverage under the general liability portion of their business owners policy, is not a separate limit, it is included in the general liability limit of $2,000,000. This will provide the liability coverage, to their employees, while driving their personal autos, in the event they have an accident and are proven negligent. They would have to collect the physical damage to their own vehicle, under their personal auto policy.

If you have any questions, please feel free to contact me. My direct dial number is 523-2236 or (800) 244-6257, extension 2236 or my email is snason@clarkinsurance.com.

Thank you for allowing Clark Insurance to manage your insurance program. We will do our best to see that you receive the highest level of service available. We look forward to continuing our business relationship with you.

Sincerely,

Susan O. Nason ACSR API CPIW
Senior Account Manager
Business Insurance Department

2385 Congress Street • P.O. Box 3543
Portland, ME 04104

Tel 207.774.6257 Toll Free 1.800.244.6257
Fax 207.774.2994