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

CHARLES M. ARLINGHAUS  
Commissioner  
(603)-271-3201

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

Division of Public Works  
Design and Construction  
Project No. 80943R – Contract B

September 5, 2017

His Excellency, Governor Christopher T. Sununu  
and the Honorable Executive Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

1). Authorize the Division of Public Works Design and Construction to enter into a contract with RTH Mechanical Contractors, Inc., (VC# 277973) Brentwood, NH, for a total price not to exceed \$297,025, for Mechanical Retro-Commissioning at the AASF (Army Aviation Support Facility) Hangar of the Adjutant General Department's New Hampshire Army National Guard, located in Concord, NH. This contract is effective upon Governor and Council approval through August 31, 2018, unless extended in accordance with the contract terms. **100% Federal Funds.**

2). Further authorize the amount of \$11,000 be approved for payment to the Department of Administrative Services, Division of Public Works Design and Construction (VC# 177875), for engineering services provided, bringing the total to \$308,025. **100% Federal Funds.**

Funding is available in account titled Adjutant General as follows:

02-12-12-120010-22450000	Army Guard Facilities	<b><u>SFY18</u></b>
	103-500736 – Contract Repairs/Bldgs. & Grounds	\$ 297,025
02-12-12-120010-22550000	Inter-Agency Payments	
	217-502682 – DPW Fees Interagency	<u>\$ 11,000</u>
	<b>Grand Total</b>	<b>\$ 308,025*</b>

**\*Pending availability of Federal Funds**

**EXPLANATION**

This project includes Retro-Commissioning of existing mechanical equipment and some minor repairs at the AASF (Army Aviation Support Facility) in Concord.

The Federal Funds available for the purpose of this contract are provided to the State of New Hampshire - Adjutant General's Department by the National Guard Bureau pursuant to a Federal-State Master Cooperative Agreement for the mutual support of the New Hampshire National Guard. The cost of this contract shall be reimbursed to the State by the Federal Government at a rate of 100%. In the event that Federal funds are not available, General funds will not be used support this Federal percentage.

The contractor has been pre-qualified by the Department of Transportation. The contract has been approved by the Department of Justice as to form and execution. Copies of the fully executed contract are on file at the Secretary of State's Office and the Department of Administrative Services, Division 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,



Charles M. Arlinghaus  
Commissioner

Department Estimate:	\$250,000
Contract Amount:	\$297,025
Over Estimate:	\$ 47,025

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: DPW Project No. 80943R Contract B AASF Army Aviation Support Facility Mechanical Retro-Commissioning.

DESCRIPTION: Retro-Commissioning of existing mechanical equipment and some minor repairs.

EXPLANATION: The front end controls for the computer were replaced in a previous contract and this contract will verify that the controls are working properly and find any problems that need to be repaired.

OVER ESTIMATE

EXPLANATION: There was only one bidder on the project. Retro-Commissioning work is a challenge to estimate if you are not familiar with the existing controls system.

DEPARTMENT

ESTIMATE: \$250,000

LOW BID: \$297,025



Division of Public Works

# ABC Bid Data

CONCORD  
80943RB  
NON-FEDERAL

PROJECT: CONCORD  
STATE PROJECT NUMBER: 80943RB  
FED. PROJECT NUMBER: NON-FEDERAL  
DATE BIDS OPEN: July 19, 2017, 02:00 PM  
SCOPE OF WORK: AASF HANGAR MECHANICAL RETRO COMMISSIONING  
COMPLETION DATE: August 31, 2018  
LOCATION: Merrimack

Certified by: \_\_\_\_\_  
Administrator

## Summary of Bidders

Contractor	Bid Amount	Rank
RTH MECHANICAL CONTRACTORS INC 99 PINE ROAD, BRENTWOOD NH 03853-6510	\$297,025.00	A

BUREAU OF PUBLIC WORKS \$ 297,025

Award to A' Bidder

Hold for Negotiation

Cancel Contract

User Agency NH AEPJG

Authorized by MLT

Date 8/7/17





RTHMECH-01

KBEAUDOIN

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
8/23/2017

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 have ADDITIONAL INSURED provisions or 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).

<b>PRODUCER</b> Norton Insurance Agency 275 US Route 1 Cumberland Foreside, ME 04110	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (207) 829-3450 E-MAIL ADDRESS:	<b>FAX (A/C, No):</b> (207) 829-6350
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> State of New Hampshire Dept of Administrative Services, Contract office 7 Hazen Drive, Room 130 Concord, NH 03302-0483	<b>INSURER A:</b> Hanover Insurance Company <b>NAIC #</b> 22292	
	<b>INSURER B:</b> MEMIC Indemnity	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	

### 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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>Contractual Liab</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		ZDPD172364	02/20/2017	02/20/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			AWPD172384	02/20/2017	02/20/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			UHPD172367	02/20/2017	02/20/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	5101800156	02/20/2017	02/20/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	<b>Inst/Builders Risk</b>			IHPD172647	02/20/2017	02/20/2018	<b>Stored Materials</b> \$ 500,000
A	<b>Hired Auto Phy Damag</b>			AWPD172384	02/20/2017	02/20/2018	<b>\$250 Comp/\$500 Coll</b> \$ 50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Richard T Hansell excluded from Work Comp  
 RTH #17-780  
 Project #80943A Contract B. AASF Mechanical Retro-Commissioning, Army Aviation Support Facility, Concord NH  
 State of New Hampshire, Department of Administrative Services has additional insured status on the policies indicated in the column above as required by written contact but only to the extent that the named insured is performing ongoing operations on behalf of the additional insured.

<b>CERTIFICATE HOLDER</b> State of New Hampshire Dept of Administrative Services, Contract office 7 Hazen Drive, Room 130 Concord, NH 03302-0483	<b>CANCELLATION</b> 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 
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RTHMECH-01

KBEAUDOIN

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DATE (MM/DD/YYYY)

AUG 23 2017

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	<b>E-MAIL ADDRESS:</b>	
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	<b>INSURER A:</b> Hanover Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	

NAIC #

22292

### COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	OCF			LHP-D358028-00	08/23/2017	08/23/2018	2,000,000 per occ. 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Richard T Hansell excluded from Work Comp

RTH #17-780

Project #80943R-B, Contract B, AASF Mechanical Retro-Commissioning, Army Aviation Support Facility, Concord, NH.

### CERTIFICATE HOLDER

### CANCELLATION

State of New Hampshire  
Dept of Administrative Services, Contract office  
7 Hazen Drive, Room 130  
Concord, NH 03302-0483

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

