State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
25 Capitol Street – Room 100
Concord, New Hampshire 03301
(603) 271-3201 | Office@das.nh.gov

Charles M. Arlinghaus
Commissioner

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

68

February 22, 2023

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

REQUESTED ACTION

Authorize the Department of Administrative Services to enter into a **Sole Source Retroactive** amendment to an existing contract (Contract #8002589) with Alliance Group Inc. (VC#216354), of Bow, NH, for HVAC preventative maintenance and repair services by increasing the price limitation by $1,704,903.60 from $795,096.40 to $2,500,000 and extending the completion date from December 31, 2022, to December 31, 2023, with the option to extend for one year effective upon Governor and Council approval. The original contract was approved by the Commissioner of the Department of Administrative Services on September 9, 2019, and most recently amended with the Commissioner of the Department of Administrative Services approval on November 17, 2021.

Funding shall be provided through individual agency expenditures, none of which shall be permitted unless there are sufficient appropriated funds to cover the expenditure.

EXPLANATION

As previously stated, the original contract was approved by the Commissioner of the Department of Administrative Services on September 9, 2019. It was then subsequently amended with the Commissioner of the Department of Administrative Services approval on November 11, 2019; on April 8, 2020; on January 6, 2021; on May 24, 2021; and on November 17, 2021.

This amendment is **Sole Source** and **Retroactive** because agency spend exceeded the price limitation by a factor greater than 10%. Alliance Group Inc. provided the lowest bid response to bid 2590-23, issued on June 29, 2022, and closed on July 13, 2022, which will provide much needed services to the State's hospital locations in addition to the locations Alliance Group Inc. covers under the current contract (Contract #8002589). This bid reached 10 vendors through the NIGP electronic sourcing platform with an additional 10 directly sourced. The Department of Administrative Services, through the Bureau of Purchase and Property, issued a request for information (RFI) 2022-311 on September 30, 2022, with responses due on October 13, 2022, to verify if contract (Contract #8002589) pricing can be extended for an

additional year at its current rate. Alliance Group Inc. confirmed that they will accept a one-year extension under current contract terms.

Current economic conditions point to increased costs for all goods and services. If this contract were to be rebid, there would likely be an overall increase of approximately 10% based on the response from the RFI. Therefore, it is in the best interest of the State to exercise the requested extension for one year.

Current contract spend	
2021 - 2022	$ 713,139.33
2020 - 2021	$ 517,257.96
2019 - 2020	$ 238,690.48
Total	$ 1,469,087.77

Contract amendment	
Original contract price limitation	$ 795,096.40
3 year term spend overage (for record purposes)	$ 673,991.37
Adjusted spend amount	$ 1,469,087.77
Add 2 new locations RFB 2687-23	$ 10,029.10
Add all locations extended 1 year term	$ 723,168.43
Add allowance for emergency repair	$ 297,714.70
Recommended price limitation	$ 2,500,000.00

A new price limitation of $2,500,000 will cover the contract's current spend amount, including 2 new locations added and a one-year extension, with an allowance of approximately 12% for further unexpected/emergency repairs. The recommended allowance accounts for newly established hourly rates for locations as referenced in RFB 2590-23 as fixed fee per hour per person for business and overtime rates.

Based on the foregoing, I am respectfully recommending approval of this **Sole Source Retroactive** amendment with Alliance Group Inc.

Respectfully submitted,

Charles M. Arlinghaus
Commissioner

Division of Procurement Support Services
Bureau of Purchase Property

Gary S. Lunetta
Director
(603) 271-2201

Bid Description	Refrigeration Systems – NH Hospital & HVAC - Hampstead Hospital	Agency:	Statewide
Bid #	2590-23	Requisition: #	N/A
Agent Name	Kimberly Hanson	Bid Closing:	July 13, 2022 10:00AM

Quantity	UOM	Product Description	Alliance Group
1	EA	**NH Hospital Refrigeration**	**$5,797.50**
1	EA	**Hampstead Hospital Refrigeration**	**$4,231.60**
1	EA	**M-F Journey Mechanic - Business hours Per Hour/Per Person**	**$109.00**
1	EA	**M-F Journey Mechanic - After hours Per Hour/Per Person**	**$163.50**
1	EA	**Sat & Sun Journey Mechanic Per Hour/Per Person**	**$163.50**
		RFB 2590-23 Total	**$10,465.10**
		New Location total	**$10,029.10**
		Original contract price limitation	**$795,096.40**
		3 year term overspend	**$673,991.37**
		Add total of all locations extended 1 year term	**$723,168.43**
		Add allowance for emergency repair	**$297,714.70**
		Recommended price limitation	**$2,500,000.00**

Transmission Notes	Number of recipients - 20
	Number of responses received - 1

Special Notes:	

Division of Procurement Support Services
Bureau of Purchase Property

Gary S. Lunetta
Director
(603) 271-2201

The resultant contract price limitation of $2,500,000 will cover the current spend amount, including the 2 new locations added by this RFB as well as a one-year extension, with an allowance of approximately 12% for further unexpected/emergency repairs. The recommended allowance accounts for newly established hourly rates for locations as referenced in RFB 2590-23 as fixed fee per hour per person for business and overtime rates.

SIXTH AMENDMENT TO THE CONTRACT
BETWEEN ALLIANCE GROUP INC.
AND
THE STATE OF NEW HAMPSHIRE, DEPARTMENT OF ADMINISTRATIVE SERVICES,
FOR HVAC PREVENTATIVE MAINTENANCE AND REPAIR SERVICES
CONTRACT # 8002589

This Sixth Amendment (hereinafter referred to as the "Amendment"), dated this 7th day of February 2023, is by and between the State of New Hampshire, Department of Administrative Services (hereinafter referred to as "the State") and Alliance Group Inc. (hereinafter referred to as "the Contractor") for HVAC Preventative Maintenance and Repair Services.

WHEREAS, pursuant to an agreement effective September 16, 2019, amended by the First Amendment on November 5, 2019, amended by the Second Amendment on April 8, 2020, amended by the Third Amendment on January 6, 2021, amended by the Fourth Amendment on May 24, 2021, amended by the Fifth Amendment on November 17, 2021, and set to expire December 31, 2022 (hereinafter referred to as "the Agreement"), the Contractor agreed to perform certain HVAC preventative maintenance and repair services for the State in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, pursuant to Section 17 of the Agreement, the Agreement may be amended by an instrument in writing executed by both parties;

NOW, THEREFORE, for and in consideration of the mutual promises set forth in this Amendment and the underlying Agreement, the parties do mutually agree as follows:

1. Except as specifically amended and modified by the terms and conditions of this Amendment, the previous amendments and the obligations of the parties hereunder, shall remain in full force and effect with the terms and conditions set forth herein.
2. Delete in its entirety P-37 Form, item 1.8 Price Limitation and substitute the following:

   1.8 $2,500,000.00
3. Delete in its entirety P-37 Form, item 1.7 Completion Date and substitute the following:

   1.7 December 31, 2023
4. Add the following to Exhibit B: SCOPE OF SERVICES:

   The Contractor shall comply with the New Hampshire Hospital's policy on professional/ workplace boundaries to provide a safe and therapeutic environment for patients. See Appendix B: Policies and Standards required by NH Hospital, all policies and forms must be initialed and/or filled out and returned to the agency for each employee that will perform services at the facility within thirty (30) days of this amendment.

   This contract is for the continuation of routine and preventative maintenance, in accordance with manufacturers' suggested standards, as well as emergency repair services to the dietary and medical refrigeration/cooling equipment located at New Hampshire Hospital, Brown Building and The PATH Program at Philbrook, all buildings located on the Hugh Gallen State Office Park South Campus.

   Equipment covered in this agreement includes service to refrigeration, ice and freezer units that keep acute psychiatric patient medications and vaccines within consistent temperature ranges and cafeteria food cold/frozen. Food products and certain pharmaceuticals must be stored within specific temperature ranges for health and safety reasons and in order to meet accreditation requirements set forth by The Joint Commission.

DB
2/7/23

DHHS- New Hampshire Hospital Brown Building Cafe and Philbrook-PAIH Kitchen

The Contractor shall provide preventative maintenance and repairs, as well as emergency repair services according to manufacturer recommendations. Preventative maintenance shall include:

- On-site preventative maintenance every six (6) months or as often as recommended by the manufacturer. Provide all supervision, materials, equipment, labor and transportation necessary for the successful completion of the work. Provide a written summary of the work performed.
- Provide the Department with service and repair recommendations that may be outside the Manufacturer's recommendations which may lengthen the life of the equipment/product.
- Obtain approval from the New Hampshire Hospital Facilities Department HVAC Technician or designee prior to repairing or replacing parts and shall:
    - Provide a written estimate for any repairs exceeding one thousand dollars ($1,000) prior to repairing or replacing parts;
    - Allow the Department to purchase parts directly from suppliers when possible;
    - Ensure that materials used are no more than a 10% Vendor mark-up cost by invoice;
- Schedule routine maintenance with the New Hampshire Hospital Facilities Department HVAC Technician or designee a minimum of one week in advance of the services; and provide a one (1) year warranty on all OEM parts.
    - The Vendor shall ensure that equipment requiring preventative maintenance is out of service for no more than four (4) hours.
    - Ensure that replacement parts are Original Equipment Manufacturer (OEM) parts, unless prior written authorization is obtained from the Department;
- Ensure emergency services are available on a 24 hour, 7 day a week basis.
- Provide Emergency Repairs occurring outside normal business hours of 7:30 a.m. to 3:30 p.m., Monday through Friday, excluding State employee holidays. Emergency repairs must be completed within twenty four (24) hours of receiving the request.
- Provide a written summary of the work performed after each scheduled or emergency call and obtain a signature of a New Hampshire Hospital Facilities designee and obtain a signature of a New Hampshire Hospital Facilities designee before leaving the job site.
- Ensure, at the request of New Hampshire Hospital, that every employee performing work in patient care areas have documentation of a completed confidentiality form, criminal background, DCYF and BEAS along with a Non-Employee Immunization Attestation. Employees performing work outside of patient care areas have documentation of a completed confidentiality form, criminal background check and a Non-Employee Immunization Attestation.
- Ensure each employee completes a thirty (30) minute New Hampshire Hospital orientation regarding safety, patient confidentiality, boundaries and infection prevention within 30 days of the effective date of this contract.

DB
2/7/23

- The Contractor agrees that, to the extent future legislative action by the New Hampshire General Court or federal or state court orders may have an impact on the Services described herein, the State has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.
- The Contractor shall abide the State of New Hampshire, federal, and Joint Commission Standards on confidentiality of patient information and to his/her professional code of ethics.
- The Contractor shall accept responsibility to maintain current health records for all employees. Such records shall contain, at a minimum, verification of TST screening or symptom review screening.
- The Contractor shall comply with the New Hampshire Hospital's zero tolerance policy regarding the use of alcoholic beverages, unauthorized prescription medications, excessive over-the-counter medications and controlled substances on the campus. Violation of this policy will not be tolerated and may result in the immediate termination of this contract.
- The Contractor shall comply with New Hampshire Hospital's commitment to the maintenance of a work environment that is safe and free of threat for all employees, patients, students, volunteers, vendors, consultants and visitors. Violence or threats of violence will not be tolerated. All instances of such behavior will be investigated and if necessary prosecuted to the full extent of the law.
- The Contractor shall comply with Department's policy, Sexual Harassment in the Workplace and the State of New Hampshire Policy on Sexual Harassment. All allegations of sexual harassment or retaliation will be promptly and thoroughly investigated.
- The Contractor shall be trained in fire and emergency procedures. In case of fire or other emergency, you will be instructed in the appropriate response and must follow the approved procedures.
- The Contractor shall comply with the New Hampshire Hospital's policy on professional/ workplace boundaries to provide a safe and therapeutic environment for patients. **See Appendix B: Policies and Standards required by NH Hospital,** all policies and forms must be initialed and/or filled out and returned to the agency for each employee that will perform services at the facility. A boundary is a limit or margin that describes the way in which one interacts and/or communicates with patients. Professional boundaries are the spaces between staff power and patient vulnerability. Establishing boundaries allows staff to control this power differential providing a safe connection to meet patient needs. Failure to maintain a boundary by becoming overly involved in a manner that has potential to compromise patient care is a violation of this policy. Boundary violations may be emotional, physical, spiritual, financial or sexual in nature and may be brief, extended, intentional or accidental. <u>Behaviors that can be considered boundary violations include, but are not limited to:</u>
    - Disclosure of personal information i.e. phone number, details of marital status, family issues, job or disciplinary actions
    - Seeking of social relationships including after discharge
    - Giving or receiving personal gifts
    - Initiating personal correspondence
    - Inappropriate touching

DB
2/7/23

- Sexual relationship
- The Contractor shall interact with patients with dignity and respect within a continuum of professional behavior having boundaries that support a return to health.
- Additionally, professionals are expected to maintain the necessary workplace behaviors and attitudes required by the ethical standards of their professional discipline.
- The Contractor shall provide each patient at New Hampshire Hospital a right to confidentiality and privacy of their clinical record. That right extends to the fact of their hospitalization. Information about a patient may be shared among Hospital staff members only insofar as it is necessary for the patient's treatment or in the course of professional education. Under no other circumstances may information be shared except with the informed consent of the patient or a person authorized to give consent in the patient's behalf. In accordance with the Hospital confidentiality policy, authorized volunteers, students and trainees and consultants are considered members of the Hospital staff.
- The Contractor is under equal obligation to treat as confidential any information they may acquire, by any means, about a patient or former patient. Any breach of confidentiality is a serious offense and grounds termination of this agreement. I have read, understand, and agree to abide by the provisions and obligations contained in this Agreement and also understand that the policies on these matters are available from my immediate supervisor.

DHHS - Hampstead Hospital

All preventative maintenance visits will be properly documented to list all equipment serviced, deficiencies found, work performed, parts installed, and any other pertinent information. Preventive maintenances will be coordinated with all appropriate parties to ensure all work will be performed in one visit. Preventative maintenance shall include the following:

- Provide on-site preventative maintenance every six (6) months or as often as recommended by the manufacturer. Provide all supervision, materials, equipment, labor and transportation necessary for the successful completion of the work. Provide a written summary of the work performed.
- The Contractor shall provide the Department with service and repair recommendations that may be outside the Manufacturer's recommendations which may lengthen the life of the product.
- Chemically clean and rinse condenser coils on all refrigeration units
- Check electrical motors and take amperage readings
- Lubricate bearings
- Check and tighten electrical connections and fuses
- Check and cycled all operation and safety controls
- Verify thermostat specifications
- Verify all temperature sensors integrity
- Replace filters and belts
- Inspect blower wheels, sheaves and belts
- Clean condensate drain pan and trap as needed

Contractor Initials: DB
Date: 2/7/23

- Check control components and wiring
- Check motor amperage and voltage
- Check refrigerant pressures and/or line temps
- Provide a written summary of the work performed after each scheduled or emergency call and obtain a signature of a Hampstead Hospital Facilities designee before leaving the job site.

The Contractor shall promptly report all deficiencies to the Agency Contact Person. Request to repair and/or replace parts shall be approved in advance by the Agency Contact Person prior to any actual work being performed by the Vendor. Parts and materials shall be invoiced not to exceed 10% above Vendor's cost. The State reserves the right to request the Contractor supply the State with invoices from suppliers documenting the Contractor's cost.

Emergency service shall be provided, as needed on a twenty-four (24) hour, seven (7) days a week basis. From the time of the call, the Contractor has a maximum of three (3) hours to respond and be on site to this call. If the Contractor is unable to respond within three (3) hours and/or the malfunction or emergency is such that immediate action is required, then the State may take such action as may be necessary under the circumstances.

Date and time of preventative maintenance for each of the locations will be arranged in advance with the agency's point of contact, the person indicated on the Offer Sheet. A reminder phone call and/or email will be sent one week prior to the scheduled preventative maintenance for confirmation.

5. Amend Exhibit B Payment & Pricing; add the following locations and pricing:

NH Hospital								
Call Glen at 603-271-3533 to make an appointment to view the site of the intended location.								
Qty	**Equipment**	**Model Number**	**Serial Number**	**Building**	**Address**	**Room #**	**2022 PRICE (Effective Date through December 31, 2022) 1X service due to short contract time frame**	**2023 PRICE (2X Annual Service)**
1	Glenco Refrigerator (Roll-in)	RSR-1-SE-RT	HH 354333-B	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
1	Traulsen (Roll-in)	RRI 132LRIFHS	T157820G98	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
1	Traulsen (Roll-in)	RRI 132LRIFHS	T157810G98	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
2	Geldback Refrig (Walk-in)	Installed 1989		APSMain Kitchen	36 Clinton St	A136	$ 327.00	$ 654.00
1	Geldback Refrig/Frezr (Walk-in)	Installed 1989		APSMain Kitchen	36 Clinton St	A136	$ 163.50	$ 327.00
1	Manitowoc Ice Maker	B570	40522806	APSMain Kitchen	36 Clinton St	A136	$ 134.00	$ 268.00

Contractor Initials: DB
Date: 2/7/23

1	Vulcan Blast Freezer	AP5BCF45-2	0609-100284	APSMain Kitchen	36 Clinton St	A136	$ 109.00	$ 218.00
1	Therma Tray	ACRS-10-S6-STS-RH	C8917H014	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
1	Continental Refrigerator (Roll-In)	DL1RI	157A6263	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
1	Turboair Refrigerator (Roll-In)	PRO-26R-RI	PT2RLC8001	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
1	Avantco Freezer	Verify	Verify	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
1	True Refrigerator	Verify	Verify	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
1	Continental Refridgerator	Verify	Verify	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
1	Atlas Metal	RM3	71412A	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
1	Power Equipment Refrigerator	681	D185228	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
1	Beverage-Air Refrigerator (Roll-In)	PRI1-1AS-XDX	12506517	APSMain Kitchen	36 Clinton St	A136	$ 54.50	$ 109.00
1	Randell Freezer (Under counter)	20048SCF	W132919-1-1	APS Cafeteria Tray Line	36 Clinton St	A143	$ 54.50	$ 109.00
1	Delfield/Alco Salad Bar Counter Refrig	Installed 1989		APS Cafeteria Tray Line	36 Clinton St	A143	$ 54.50	$ 109.00
1	Glenco Roll-In Refrigerator	RSR-1-SE-RT	HH-354333-B	APS Cafeteria Tray Line	36 Clinton St	A143	$ 54.50	$ 109.00
1	Geldback Freezer (Walk-In)	EFD SSB	Installed 1989	APS Dietary Prep Kitchen	36 Clinton St	M030	$ 163.50	$ 327.00
1	Geldback Refrigerator (Walk-In)	Installed 1989		APS Dietary Prep Kitchen	36 Clinton St	M030	$ 163.50	$ 327.00
1	Glenco Refrigerator (6 Door)	SHS-74-TE	HH354332-B	APS Dietary Prep Kitchen	36 Clinton St	M030	$ 163.50	$ 327.00
1	Beverage Air Refrigerator (Under counter)	SUR 48/S12		APS Dietary Prep Kitchen	36 Clinton St	M030	$ 54.50	$ 109.00
1	True Refrigerator	TY-49	1-2182696	APS Dietary Prep Kitchen	36 Clinton St	M030	$ 109.00	$ 218.00
1	True Freezer	T-49F	1-4140274	APS Dietary Prep Kitchen	36 Clinton St	M030	$ 109.00	$ 218.00
1	Scottsman Ice Maker	CME506AE-1C	218686-12P	APS Dietary Prep Kitchen	36 Clinton St	M030	$ 134.00	$ 268.00
1	Traulsen Refrigerator (4 Door)	G-20001	T095740801	APS Dietary Prep Kitchen	36 Clinton St	M030	$ 109.00	$ 218.00

Contractor Initials: DB

Date: 2/7/23

1	Continental Freezer (4 Door)	DL2F-SS-HD	15239336	APS Dietary Prep Kitchen	36 Clinton St	M030	$ 109.00	$ 218.00
1	Continental Refrigerator (4 Door)	DL2R-SS-HD	15239337	APS Dietary Prep Kitchen	36 Clinton St	M030	$ 109.00	$ 218.00
1	Follett Ice Machine (C-Unit)	LC12, 120/60	H98111-147 16	APS Patient Care Units	36 Clinton St	C102	$ 109.00	$ 218.00
1	Follett Ice Machine (D-Unit)	LC12, 120/60	E75892-058 15	APS Patient Care Units	36 Clinton St	D102	$ 109.00	$ 218.00
1	Follett Ice Machine (E-Unit)	LC12, 120/60	H98112-147 16	APS Patient Care Units	36 Clinton St	E102	$ 109.00	$ 218.00
1	Follett Ice Machine (F-Unit)	LC12, 120/60	J96185-256 17	APS Patient Care Units	36 Clinton St	F102	$ 109.00	$ 218.00
1	Follett Ice Machine (G-Unit)	LC12, 120/60	J96186-256 17	APS Patient Care Units	36 Clinton St	G102	$ 109.00	$ 218.00
1	Follett Ice Machine (H-Unit)	LC12, 120/60	J96416-257 17	APS Patient Care Units	36 Clinton St	H102	$ 109.00	$ 218.00
1	Follett Ice Machine (I & J-Unit)	LC12, 120/60	J96285-257 17	APS Patient Care Units	36 Clinton St	J258	$ 109.00	$ 218.00
1	Follett Ice Machine (ISU)	LC12, 120/60	D40123-303 11	APS Patient Care Units	36 Clinton St	B128	$ 109.00	$ 218.00
1	Follett Ice Machine (Spare)	LC12, 120/60	H91641-110 16	APS Patient Care Units	36 Clinton St	M019	$ 109.00	$ 218.00
1	Follett Medical Refrigerator (C-Unit)	995969	H72919-342-15	APS Medical Refrigerators	36 Clinton St	C143A	$ 54.50	$ 109.00
1	Follett Medical Refrigerator (D-Unit)	995969	H84020-61-16	APS Medical Refrigerators	36 Clinton St	D143A	$ 54.50	$ 109.00
1	Follett Medical Refrigerator (E&F-Unit)	995969	H84021-61-16	APS Medical Refrigerators	36 Clinton St	F142	$ 54.50	$ 109.00
1	Follett Medical Refrigerator (G-Unit)	995969	H84018-61-16	APS Medical Refrigerators	36 Clinton St	G243A	$ 54.50	$ 109.00
1	Follett Medical Refrigerator (H-Unit)	995969	E69648-009-15	APS Medical Refrigerators	36 Clinton St	H243A	$ 54.50	$ 109.00
1	Follett Medical Refrigerator (I-Unit)	995969		APS Medical Refrigerators	36 Clinton St	I223	$ 54.50	$ 109.00
2	Follett Medical Refrigerator (J-Unit)	995969	E85624-151-15	APS Medical Refrigerators	36 Clinton St	J256	$ 109.00	$ 218.00
1	Follett Medical Refrigerator (ISU-Unit)	995969	H80117-35-16	APS Medical Refrigerators	36 Clinton St	B132	$ 54.50	$ 109.00
1	Follett Medical Refrigerator (Pharmacy)	995969	H83989	APS Medical Refrigerators	36 Clinton St	B179	$ 54.50	$ 109.00
1	Helmer (RX1) (Pharmacy)	HPR125	2000120	APS Medical Refrigerators	36 Clinton St	B179	$ 54.50	$ 109.00

Contractor Initials: DB

Date: 2/7/23

1	Whirlpool (RX2) Pharmacy	W9RXXMFW000	EY4601332	APS Medical Refrigerators	36 Clinton St	B179	$ 54.50	$ 109.00
1	Follett Medical Refrigerator (M-010)	995969	K03234-298-17	APS Medical Refrigerators	36 Clinton St	M010	$ 54.50	$ 109.00
1	Felix Medical Refrigerator (M-010)	FF-7L	2005 09 000069	APS Medical Refrigerators	36 Clinton St	M010	$ 54.50	$ 109.00
1	Silver King Refrigerator	SKFB27	SOC33186R	Brown Building Café	129 Pleasant St		$ 54.50	$ 109.00
1	Silver King Freezer	SKFB27	SOC33239B	Brown Building Café	129 Pleasant St		$ 54.50	$ 109.00
1	American Panel Freezer	FW3077 11TNWNL	25125 D1	Brown Building Café	129 Pleasant St		$ 163.50	$ 327.00
1	American Panel Refrigerator	FW3077 11TNWNL	25125 D2	Brown Building Café	129 Pleasant St		$ 163.50	$ 327.00
1	Randell Refrigerator	40048	PJ77681126	Brown Building Café	129 Pleasant St		$ 54.50	$ 109.00
1	Randell Deli-Bar	9045KAM	T000039812	Brown Building Café	129 Pleasant St		$ 54.50	$ 109.00
1	Hobart Reach-In Refrigerator	DA-2	321055546	Brown Building Café	129 Pleasant St		$ 54.50	$ 109.00
1	True Freezer Single Door	T-23F	1-4562293	Brown Building Café	129 Pleasant St		$ 54.50	$ 109.00
1	Heat Craft Walk-In Freezer	LET06587	D97K01921	Brown Building Café	129 Pleasant St		$ 163.50	$ 327.00
1	Heat Craft Walk-In Cooler	AA28-76B	G970723-118	Brown Building Café	129 Pleasant St		$ 163.50	$ 327.00
1	Hoshizaki Ice Maker	DCM-241U	H2	Brown Building Café	129 Pleasant St		$ 134.00	$ 268.00
1	Arctic Air Cooler	Ar23E2	h20007251	Philbrook-PATH Kitchen	121 South Fruit St.		$ 54.50	$ 109.00
1	Galaxy Chest Freezer	177cf5		Philbrook-PATH Kitchen	121 South Fruit St.		$ 54.50	$ 109.00
1	Beverage Air Sandwich Prep Table	SPE27HC-12M-B	185SE2712MBH	Philbrook-PATH Kitchen	121 South Fruit St.		$ 54.50	$ 109.00

Hampstead Hospital 218 East Road Hampstead NH 03841

On-site contact: Aaron Stewart 603-329-5311

	HVAC UNIT	MODEL #	SERIAL #	BUILDING LOCATION	Capacity	Date	2022 PRICE (Effective Date through December 31, 2022) 1X service due to short contract time frame	2023 PRICE (2X Annual Service)
#1	Carrier - Gas	48HCED08AZA50A0A0	0414P62389	Washington	89000 btu	Jan-14	$ 187.30	$ 358.10

Contractor Initials: _____

Date: _____

DTS
2/7/23

#2	Carrier - Gas	48HCED08A2A50A0A0	0214P36694	Washington	89000 btu	Jan-14	$ 187.30	$ 358.10
#3	Lennox -A/C	CHA15-463-3Y	5489C02886	Hall by Washington	89000 btu	Mar-89	$ 187.30	$ 358.10
#4	Mitsubishi	Ductless, Split A/C	23U02910b	IT Server Room	?	?	$ 115.50	$ 115.50
#5	Lennox	CHA86534	5473J00250	Dinning Room	?	Mar-89	$ 177.30	$ 338.10
#6	Lennox	Split A/C Only	N/A	Lower level school	?	Mar-89	$ 187.30	$ 187.30
#7	Carrier - Gas	48HCEA07A2A5A0A0A0	3012G20010	Pierce	72000 btu	Jul-12	$ 187.30	$ 358.10
#8	Carrier - Gas	48HCEA07A2A5A0A0A0	3012G20006	Pierce	72000 btu	Jul-12	$ 187.30	$ 358.10
#9	Bryant - Gas	580JE08D180A2A0AA	2614P30584	Buisness Office	83000 btu	Jun-14	$ 187.30	$ 358.10
#10	Carrier - Gas	48TCED09A2A6A0A0A0	1112G10182	3rd floor hall	99000 btu	Mar-12	$ 187.30	$ 358.10
#11	Carrier - HP	50TFQ012611	1807G50859	Kennedy	?	Mar-89	$ 187.30	$ 358.10
#12	Carrier - HP	50TFQ009621HQ	2503G20490	Madison	?	Mar-89	$ 187.30	$ 358.10
#13	Bryant - Gas	580JE06A115A2A0AAA	1715C86356	Physician Offices	59000 btu	Apr-15	$ 167.30	$ 318.10
#14	Carrier - Gas	48TCEA06A2A6A0A0A0	0310G40138	Quitting Time	5900 btu	Jun-10	$ 187.30	$ 358.10
#15	Carrier - Gas	48TCEA06A2A6A0A0A0	1610G10177	Admin. H.R. Offices	59000 btu	Apr-10	$ 187.30	$ 358.10
#16	Carrier - Gas	48TMF016511QA	4908U35600	Pharmacy	292000 btu	Jan-95	$ 230.00	$ 443.50
#17	Carrier - Gas	48TCED09A2A5A0A0A0	1711G30431	Hall by Lincoln	99000 btu	Apr-11	$ 187.30	$ 358.10
#18	Carrier - Gas	48TME009-501	1109G40581	Professional Office	100000 btu	Mar-09	$ 187.30	$ 358.10
#19	Carrier - Gas	48TJF016591QA	0504F14294	Lincoln	174000 btu	Jul-21	$ 230.00	$ 443.50
#20	Carrier - Split	38BQ005620	0481G16726	Ground Level Medical Records		?	$ 145.50	$ 274.50
	A/C & HP 1							
#21	Carrier - Split	38YCC048670	1004E28689	Ground Level A.A. Meeting Room		?	$ 145.50	$ 274.50
	A/C & HP 2							
#22	Panasonic Inverter	CU-E18NKUA	6657405374	Ground Level Admission Office	17100 btu	Apr-15	$. 115.50	$ 115.50
	Ductless split A/C							
#23	Panasonic Inverter	CU-E18NKUA	6657403028	Ground Level Admission wiating room	17100 btu	Apr-13	$ 115.50	$ 115.50
	Ductless split A/C							
#24	Carrier - split	SU42-1	28401-113740	Ground Level Laundry Room	?	?	$ 167.30	$ 318.10
	A/C & HP							

Refrigeration Repair rates (Repair work/emergency calls)	
Monday Thru Friday 8:00 AM To 4:30 PM Journeyman Mechanic	$ 109 Per Hour/Per Person

Contractor Initials: DB

Date: 2/7/25

Monday Thru Friday 4:31 PM To 7:59 AM Journeyman Mechanic	$ 163.50	Per Hour/Per Person
Saturday Work: Journeyman Mechanic	$ 163.50	Per Hour/Per Person
Sunday Work: Journeyman Mechanic	$ 163.50	Per Hour/Per Person

6. Delete from Exhibit B Payment & Pricing:

ADJUTANT GENERAL NORTHERN LOCATIONS					
FACILITY NAME	**ADDRESS**	**TOWN**	**SEMI-ANNUAL PRICE (1/1/20-12/31/20)**	**SEMI-ANNUAL PRICE (1/1/21-12/31/21)**	**SEMI-ANNUAL PRICE (1/1/22-12/31/22)**
LANCASTER RC	GROVETON RD	LANCASTER	$ 1,178.00	$ 1,178.00	$ 1,178.00

7. Add to Exhibit B Payment & Pricing:

FISH & GAME LANCASTER LOCATION					
FACILITY NAME	**ADDRESS**	**TOWN**	**SEMI-ANNUAL PRICE (1/1/20-12/31/20)**	**SEMI-ANNUAL PRICE (1/1/21-12/31/21)**	**SEMI-ANNUAL PRICE (1/1/22-12/31/22)**
LANCASTER AMORY	GROVETON RD	LANCASTER	$ 1,178.00	$ 1,178.00	$ 1,178.00

8. All other provisions of the Agreement, approved by the Commissioner, Department of Administrative Services on September 16, 2019, amended by the First Amendment on November 5, 2019, amended by the Second Amendment on April 8, 2020, amended by the Third Amendment on January 6, 2021, amended by the Fourth Amendment on May 24, 2021, amended by the Fifth Amendment on November 17, 2021, and set to expire December 31, 2022 shall remain in full force and effect.

Contractor Initials: DB

Date: 2/7/23

ALLIANCE GROUP INC.

By: _____

DANIEL BARTLETT
(Print Name)

Title: Planned maintenance Consultant

Date: 2/7/23

STATE OF NEW HAMPSHIRE

By: _____

Charles M. Arlinghaus
(Print Name)

Title: Commissioner
Department of Administrative Services

Date: 2-9-23

OFFICE OF THE ATTORNEY GENERAL

By: _____

Jakmuina Rakhmanova
(Print Name)

Title: Attorney

Date: 2/13/23

The foregoing contract was approved by the Governor and Council of New Hampshire on

_____, _____.

Signed: _____

_____
(Print Name)

Title: _____

Contractor Initials: DB
Date: 2/7/23

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that ALLIANCE GROUP INC. is a Vermont Profit Corporation registered to transact business in New Hampshire on June 22, 2015. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: **728145**

Certificate Number : **0005905215**

IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this **7th** day of **December** A.D. **2022.**

David M. Scanlan
Secretary of State

Certificate of Authority # 1 *(Corporation, Non-Profit Corporation)*

Corporate Resolution

I, Jason Patnaude, **hereby certify** that I am duly elected Clerk/Secretary/Officer of
(Name)
Alliance Group Inc. I hereby certify the following is a true copy of a vote taken at
(Name of Corporation)

a meeting of the Board of Directors/shareholders, duly called and held on February 3, 2023,

at which a quorum of the Directors/shareholders were present and voting.

VOTED: That Daniel Bartlett, Planned Maintenance Coordinator (may list more than one person) is
(Name and Title) Thomas Mooney, Sales Manager

duly authorized to enter into contracts or agreements on behalf of

Alliance Group Inc with the State of New Hampshire and any of
(Name of Corporation)

its agencies or departments and further is authorized to execute any documents

which may in his/her judgment be desirable or necessary to effect the purpose of

this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract to which this certificate is attached. This authority **remains valid for thirty (30)** days from the date of this Corporate Resolution. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

DATED: 2/6/2023 **ATTEST:** _____
(Name & Title)
President

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/7/2022

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).

PRODUCER
Hickok & Boardman, Inc
346 Shelburne Rd
Burlington VT 05401

CONTACT NAME: Melissa Kavanagh
PHONE (A/C, No, Ext): 802-658-3500 FAX (A/C, No): 802-658-0541
E-MAIL ADDRESS: mkavanagh@hbinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Nationwide Mutual Ins Co	
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED ALLIGRO-01
Alliance Group Inc. DBA
Alliance Mechanical P.O.
Box 666
Essex Junction VT 05453

COVERAGES **CERTIFICATE NUMBER:** 498426722 **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	X COMMERCIAL GENERAL LIABILITY			MPA0000004137BD	3/19/2022	3/19/2023	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			BA0000004134BD	3/19/2022	3/19/2023	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			CMB0000004136BD	3/19/2022	3/19/2023	EACH OCCURRENCE	$ 5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED X RETENTION $ 10,000						Products/Completed	$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC0000004135BD	3/19/2022	3/19/2023	X PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

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

Jason Patnaude & Shaun Patnaude are excluded officers on the Workers Compensation policy.

Waiver of Subrogation on the Workers Compensation policy is not available in the State of NH.

CERTIFICATE HOLDER

State of New Hampshire
Administrative Services, Bureau of Purchase and Pr
25 Capital St. Room 102
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

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

STATE OF NEW HAMPSHIRE
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX - ROOM 102
25 CAPITOL ST
CONCORD NH 03301-6398

DATE: November 12, 2021

CONTRACT FOR: HVAC Preventative Maintenance and Repair Service

CONTRACT #: 8002589

COMMODITY/NIGP CODE: 941-5500

CONTRACTOR: Alliance Group Inc **VENDOR CODE #:** 216354

SUBMITTED FOR ACCEPTANCE BY:

Kimberly Hanson

DN: cn=Kimberly D Hanson, o=Div Procurement Support Services, ou=Bureau of Purchase & Property, email=Kimberly.D.Hanson1@das.nh.gov, c=US
Date: 2021.11.12 11:23:37 -05'00'

PURCHASING AGENT
BUREAU OF PURCHASE AND PROPERTY

RECOMMENDED FOR ACCEPTANCE BY:

Paul A. Rhodes

DN: cn=Paul A Rhodes, o=Div Procurement Support Services, ou=Bureau of Purchase and Property, email=Paul.A.Rhodes@das.nh.gov, c=US
Date: 2021.11.16 11:49:43 -05'00'

PURCHASING MANAGER/ADMINISTRATOR
BUREAU OF PURCHASE AND PROPERTY

APPROVED FOR ACCEPTANCE BY:

DN: cn=Gary S Lunetta, o=Department of Administrative Services, ou=Divison of Procurement Support Services, email=Gary.S.Lunetta@das.nh.gov, c=US
Date: 2021.11.16 13:04:23 -05'00'

GARY S. LUNETTA, DIRECTOR
DIVISION OF PROCUREMENT & SUPPORT SERVICES

ACCEPTED FOR THE STATE OF NEW HAMPSHIRE UNDER THE AUTHORITY GRANTED TO ME BY NEW HAMPSHIRE REVISED STATUTES, ANNOTATED 21-I:14, XII.

CHARLES M. ARLINGHAUS, COMMISSIONER
DEPARTMENT OF ADMINISTRATIVE SERVICES

DATE 11/17/21

Form Revised 5/21/2021 GSL

FIFTH AMENDMENT TO THE CONTRACT
BETWEEN ALLIANCE GROUP, INC.
AND
THE STATE OF NEW HAMPSHIRE, DEPARTMENT OF ADMINISTRATIVE SERVICES,
FOR HVAC PREVENTATIVE MAINTENANCE AND REPAIR SERVICES
CONTRACT # 8002589

This Fifth Amendment (hereinafter referred to as the "Amendment"), dated this 1st day of January, 2021, is by and between the State of New Hampshire, Department of Administrative Services (hereinafter referred to as "the State") and Alliance Group, Inc. (hereinafter referred to as "the Contractor") for HVAC Preventative Maintenance and Repair Services.

WHEREAS, pursuant to an agreement effective September 9, 2019, amended by the First Amendment on November 11, 2019, amended by the Second Amendment on April 8, 2020, amended by the Third Amendment on January 6, 2021, amended by the Fourth Amendment on May 24, 2021 and set to expire December 31, 2022, (hereinafter referred to as "the Agreement"), the Contractor agreed to perform certain HVAC preventative maintenance and repair services for the State in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, pursuant to Section 18 of the Agreement, the Agreement may be amended by an instrument in writing executed by both parties;

NOW, THEREFORE, for and in consideration of the mutual promises set forth in this Amendment and the underlying Agreement, the parties do mutually agree as follows:

1. Delete in its entirety Form Number P-37, item 1.8 Price Limitation and substitute the following:

   1.8 $795,096.40

2. Amend Exhibit B Payment & Pricing; add the following location and pricing:

FACILITY NAME	ADDRESS	TOWN	2021 ANNUAL PRICE (1/1/21 – 12/31/21)	2022 ANNUAL PRICE (1/1/22- 12/31/22)
911 Operations Building – Department of Safety	50 Communications Dr	Laconia	$6,488.00	$6,488.00

HVAC REPAIR RATES (REPAIR WORK/EMERGENCY CALLS)	
Monday Thru Friday 8:00 AM To 4:30 PM Journeyman Mechanic	$89.00 Per Hour/Per Person
Monday Thru Friday 4:31 PM To 7:59 AM Journeyman Mechanic	$133.50 Per Hour/Per Person
Saturday Work: Journeyman Mechanic	$133.50 Per Hour/Per Person
Sunday Work: Journeyman Mechanic	$133.50 Per Hour/Per Person

Contractor Initials: DB
Date: 11/11/21

3. Add to Exhibit A: Scope of Services the following location:

911 Operations Building
The Contractor shall provide The 911 Operations Building with "preventative maintenance" and emergency services for the Heating, Ventilation, and Air Conditioning ("HVAC") equipment and associated devices owned by the State of New Hampshire.

The term "preventive maintenance" as used above shall include providing all supervision, materials, equipment, labor and transportation necessary for the successful completion of the work under the terms and conditions contained herein. The equipment covered by this agreement, their respective locations and manufacturers are listed below. All preventative maintenance visits will be properly documented to list all equipment serviced, deficiencies found, work performed, parts installed, and any other pertinent information. All certificates of insurance will be current and preventive maintenances will be coordinated with all appropriate parties to ensure all work will be performed in one visit.

Equipment Type	Make	Model	Spring	Fall
(2) Boilers	HB Smith	BB14A-S/W-6		X
(2) Oil Booster Pumps	Dayton			X
(6) Circulators	Taco	Multiple		X
Water Heater	Super Store	SS-60		X
Expansion Tank	Amtrol			X
Sump Pump			X	X
Mixing Valve	Watts N170		X	X
Exhaust Fan	Dayton			X
(2) Steam,Humidifiers	Nortek		X	
(3) Ductless Splits	Daikin		X	X
(3) AHUs	McQuay	CAH006	X	X
(3) Condensers	Aaon	CAO310	X	X

The Contractor shall provide an annual inspection in the spring (April - June) of the air handler systems. Inspections shall include the following:
- Check bearings for wear
- Check fans and fan shafts for proper balance
- Check all belts for proper tension, alignment and wear
- Check all air handling systems for proper flow, operation and control sequence (All related controls are included)
- Inspect all heating and cooling coils
- Clean condensation pans and check to ensure that pans are pitched correctly for proper drainage
- Biocide tablets will be used in the condensation pans so that the pans are clean and in good working order

Contractor Initials: DB
Date: 11/11/21

- Check all sheaves for proper alignment
- Check and tighten all electrical terminations
- Check contacts for wear
- Check and record motor current against nameplate
- Check all safety controls
- Lubricate motors/bearings where applicable
- Check fan wheels - clean as required
- Check fan scrolls - clean as required Lubricate fan and motor bearings where applicable
- Check belts and sheaves where applicable
- Check/clean drains, pans, condenser pumps
- Check/clean strainers where applicable
- Check steam traps, valves, etc. where applicable
- Check and tighten all electrical connections
- Check all control operations
- Lubricate and adjust dampers and linkage
- Check unit-operating conditions
- Check and tighten electric heater connections
- Check amps/volts where applicable
- Replace filters at each PM
- Check fan assembly
- Lubricate fan and motor bearings as required
- Check motor volts/amps
- Check/adjust belts and sheaves
- Check and tighten all mounting hardware
- Check overall operation
- Check and tighten electrical connections
- Replace belts once annually
- Clean and inspect humidifiers
- Replace humidifier canister once annually

The Contractor shall inspect and complete preventative maintenance on all air conditioning systems annually in the spring (April - June) and again in the fall for equipment in IT rooms as required to maintain them in proper operating condition by providing, at a minimum the following services:

- Check and record volts/amps of compressors
- Check and record volts/amps of condenser fan motor where applicable
- Check starter and contact surfaces
- Check and record operating temperatures
- Check refrigerant charge (Contractor shall be responsible for the removal and disposal of any used refrigerant)
- Check moisture indicators and sight glasses
- Check oil level
- Check all belts where applicable
- Check all safety controls
- Check superheat and adjustment
- Check hot gas by-pass controls where applicable
- Check head pressure controls where applicable
- Check unloader operation where applicable
- Check all operating controls
- Check and tighten all electrical connections
- Lubricate motors/bearings where applicable
- Inspect and clean condenser coil

Contractor Initials: DB
Date: 11/11/21

- Clean and paint rusted areas
- Check water regulating valve where applicable
- Check cap tubes/piping for chafing
- Check crankcase heaters
- Visually check for oil refrigerant leaks (Contractor shall be responsible for the removal and disposal of any used refrigerant)
- Check fan wheels - clean as required

The Contractor shall provide annual fall cleaning and inspections (September – November) of all heating systems including: boilers, furnaces and domestic hot water tanks as described below:

- Remove all cleaning access panels
- Wire brush and vacuum all fireside surfaces free of soot
- Replace all gasket(s) as required
- Reseal boiler access panels
- Inspect all burners; Replace oil nozzle, filter
- Test fire all burners
- Test all safety devices including but not limited to fire eye controls, pressure relief valves and low water cut offs
- Test and ensure that all operating controls for the respective heating systems are working properly
- Collect and properly dispose of all waste products that result from the cleaning or repairs to the above mentioned boilers
- Provide combustion analysis with print out for each boiler
- Inspect water heater for leaks
- Inspect heating circulators for proper function
- Test expansion tank for proper charge
- Inspect proper operation of both oil booster pumps
- Inspect the sump pump for proper operation twice annually
- Inspect mixing valve is providing code compliant water temperatures at each PM

4. All other provisions of the Agreement, approved by the Commissioner, Department of Administrative Services on September 9, 2019, amended by the First Amendment on November 11, 2019, amended by the Second Amendment on April 8, amended by the Third Amendment on January 6, 2021, amended by the Fourth Amendment on May 24, 2021 and set to expire on December 31, 2022. This contract shall remain in full force and effect.

Contractor Initials: DB
Date: 11/11/21

ALLIANCE GROUP, INC.

By: Daniel Bartlett

Daniel Bartlett
(Print Name)

Title: Planned Maintenance Consultant

Date: 11/11/21

STATE OF NEW HAMPSHIRE

By: _____

Charles M. Arlinghaus
(Print Name)

Title: Commissioner,
Department of Administrative Services

Date: 11/17/21

Contractor Initials: DB
Date: 11/11/21

Certificate of Authority # 1 *(Corporation, Non-Profit Corporation)*

Corporate Resolution

I, Jason Patunde, hereby certify that I am duly elected Clerk/Secretary/Officer of
(Name)
Alliance Group Inc. I hereby certify the following is a true copy of a vote taken at
(Name of Corporation)

a meeting of the Board of Directors/shareholders, duly called and held on September 22, 20 21,

at which a quorum of the Directors/shareholders were present and voting.

VOTED: That Daniel Barthlit (Sales consultant) (may list more than one person) is
(Name and Title) Thomas Mooney (Sales manager)

duly authorized to enter into contracts or agreements on behalf of

Alliance Group Inc with the State of New Hampshire and any of
(Name of Corporation)

its agencies or departments and further is authorized to execute any documents

which may in his/her judgment be desirable or necessary to effect the purpose of

this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract to which this certificate is attached. This authority **remains valid for thirty (30)** days from the date of this Corporate Resolution. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

DATED: 9/22/2021 **ATTEST:** [signature]
(Name & Title)
JASON PATUNDE
President

ALLIGRO-01

MKAVANAGH

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/21/2021

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).

PRODUCER
Hickok & Boardman Insurance Group
346 Shelburne Rd
Burlington, VT 05401

CONTACT NAME: Melissa Kavanagh
PHONE (A/C, No, Ext): (802) 383-1621 FAX (A/C, No): (802) 658-0541
E-MAIL ADDRESS: mkavanagh@hbinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Nationwide Mutual Ins Co	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Alliance Group, Inc.
dba Alliance Mechanical
dba Alliance Building Automation
P.O. Box 666
Essex Junction, VT 05453

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	X COMMERCIAL GENERAL LIABILITY							
	CLAIMS-MADE X OCCUR			MPA0000004137BD	3/19/2021	3/19/2022	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$ 1,000,000
	POLICY X PRO-JECT LOC						GENERAL AGGREGATE	$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY							
	X ANY AUTO			BA0000004134BD	3/19/2021	3/19/2022	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per person)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			CMB0000004136BD	3/19/2021	3/19/2022	EACH OCCURRENCE	$ 5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED X RETENTION $ 10,000						Products/Comple	$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y	N/A		WC0000004135BD	3/19/2021	3/19/2022	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Jason Patnaude & Shaun Patnaude are excluded officers on the Workers Compensation policy.

Waiver of Subrogation on the Workers Compensation policy is not available in the State of NH.

CERTIFICATE HOLDER

State of New Hampshire
Administrative Services, Bureau of Purchase and Property
25 Capitol Street, Room 102
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

ACORD 25 (2016/03)

© 1988-2015 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

STATE OF NEW HAMPSHIRE
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX - ROOM 102
25 CAPITOL ST
CONCORD NH 03301-6398

DATE: May 21, 2021

CONTRACT FOR: HVAC Preventative Maintenance and Repair Services

CONTRACT #: 8002589

COMMODITY/NIGP CODE: 941-5500

CONTRACTOR: Alliance Group Inc VENDOR CODE #: 216354

SUBMITTED FOR ACCEPTANCE BY:

DN: cn=Erica D Brisson, o=Div of Procurement Support Services, ou=Bureau of Purchase and Property, email=Erica.D.Brisson@das.nh.gov, c=US
Date: 2021.05.21 16:04:23 -04'00'

PURCHASING AGENT
BUREAU OF PURCHASE AND PROPERTY

RECOMMENDED FOR ACCEPTANCE BY:

DN: cn=Paul A Rhodes, o=Div of Procurement Support Services, ou=Bureau of Purchase and Property, email=Paul.A.Rhodes@das.nh.gov, c=US
Date: 2021.05.21 16:04:56 -04'00'

PURCHASING MANAGER/ADMINISTRATOR
BUREAU OF PURCHASE AND PROPERTY

APPROVED FOR ACCEPTANCE BY:

DN: cn=Gary S Lunetta, o=Department of Administrative Services, ou=Divison of Procurement Support Services, email=Gary.S.Lunetta@das.nh.gov, c=US
Date: 2021.05.21 16:05:49 -04'00'

GARY S. LUNETTA, DIRECTOR
DIVISION OF PROCUREMENT & SUPPORT SERVICES

ACCEPTED FOR THE STATE OF NEW HAMPSHIRE UNDER THE AUTHORITY GRANTED TO ME BY NEW HAMPSHIRE REVISED STATUTES, ANNOTATED 21-I:14, XII.

CHARLES M. ARLINGHAUS, COMMISSIONER
DEPARTMENT OF ADMINISTRATIVE SERVICES

DATE 5-24-21

Form Revised 5/21/2021 GSL

FOURTH AMENDMENT TO THE CONTRACT
BETWEEN ALLIANCE GROUP, INC.
AND
THE STATE OF NEW HAMPSHIRE, DEPARTMENT OF ADMINISTRATIVE SERVICES,
FOR HVAC PREVENATIVE MAINTENANCE AND REPAIR SERVICES
CONTRACT # 8002589

This Fourth Amendment (hereinafter referred to as the "Amendment"), dated this 17 day of May, 2021, is by and between the State of New Hampshire, Department of Administrative Services (hereinafter referred to as "the State") and Alliance Group, Inc. (hereinafter referred to as "the Contractor") for HVAC Preventative Maintenance and Repair Services.

WHEREAS, pursuant to an agreement effective September 9, 2019, amended by the First Amendment on November 11, 2019, amended by the Second Amendment on April 8, 2020, amended by the Third Amendment on January 6, 2021 and set to expire December 31, 2022, (hereinafter referred to as "the Agreement"), the Contractor agreed to perform certain HVAC preventative maintenance and repair services for the State in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, pursuant to Section 18 of the Agreement, the Agreement may be amended by an instrument in writing executed by both parties;

NOW, THEREFORE, for and in consideration of the mutual promises set forth in this Amendment and the underlying Agreement, the parties do mutually agree as follows:

1. Delete in its entirety Form Number P-37, item 1.8 Price Limitation and substitute the following:

   1.8 $782,120.40

2. Amend Exhibit B Payment & Pricing; add the following payment terms upon approval of the Commissioner through December 31, 2022:

FACILITY	LOCATION	# OF UNITS	MANUFACTURER/ DESCRIPTION/MODEL #	ANNUAL PRICE 2021	ANNUAL PRICE 2022
Region #2	200 Main St. New Hampton	1	Bally – walk-in freezer: 12' X 16' Indoor # BF-300A-3	$450.00	$450.00
Fish Hatchery/ C-Station	204 Main St. New Hampton	1	Bally – walk-in freezer: 12'x18' outdoor # BKO314LES2B06	$450.00	$450.00
Region #3	225 Main St. Durham	1	Vollrath – walk-in freezer: 7'x9' Indoor	$600.00	$600.00

REPAIR RATES, EMERGENCY SERVICES AS REQUIRED, PER HOUR FOR NH FISH & GAME

Monday thru Friday 8:00 AM to 4:30 PM
Journeyman Mechanic $ per hour/per person $99.00

Monday thru Friday 4:31 PM to 7:59 AM
Journeyman Mechanic $ per hour/per person $148.50

Contractor Initials: MM
Date: 05/17/2021

Saturday Work: Journeyman Mechanic	$ per hour/per person $148.50
Sunday Work: Journeyman Mechanic	$ per hour/per person $148.50

Amend Exhibit A: Scope of Work and add the following language:

NH FISH AND GAME- REFRIGERATION/FREEZERS:

All preventative maintenance visits will be properly documented to list all equipment serviced, deficiencies found, work performed, parts installed, and any other pertinent information. All certificates of insurance will be current and preventive maintenances will be coordinated with all appropriate parties to ensure all work will be performed in one visit.

Preventative maintenance shall include the following:

- Chemically clean and rinse condenser coils on all refrigeration units
- Check electrical motors and take amperage readings
- Lubricate bearings
- Check and tighten electrical connections and fuses
- Check and cycled all operation and safety controls
- Verify thermostat specifications
- Verify all temperature sensors integrity
- Replace filters and belts
- Inspect blower wheels, sheaves and belts
- Clean condensate drain pan and trap as needed
- Check control components and wiring
- Check motor amperage and voltage
- Check refrigerant pressures and/or line temps
- Check system alarm

The Vendor shall promptly report all deficiencies to the Agency Contact Person. Request to repair and/or replace parts shall be approved in advance by the Agency Contact Person prior to any actual work being performed by the Vendor. Parts and materials shall be invoiced not to exceed 10% above Vendor's cost. The State reserves the right to request the Vendor supply the State with invoices from suppliers documenting the Vendor's cost.

Emergency service shall be provided, as needed on a twenty-four (24) hour, seven (7) days a week basis. From the time of the call, the Vendor has a maximum of three (3) hours to respond and be on site to this call. If the Vendor is unable to respond within three (3) hours and/or the malfunction or emergency is such that immediate action is required, then the State may take such action as may be necessary under the circumstances.

Date and time of preventative maintenance for each of the locations will be arranged in advance with the agency's point of contact, Tim Buzinski at 603-271-1134 or timothy.m.buzinski@wildlife.nh.gov. A reminder phone call and/or email will be sent one week prior to the scheduled preventative maintenance for confirmation.

All services performed under this Contract(s) shall be performed between the hours of 8:00 A.M. and 4:00 P.M. for State business days, unless other arrangements are made in advance with the State

Contractor Initials: MM
Date: 05/17/2021

3. All other provisions of the Agreement, approved by the Commissioner, Department of Administrative Services on September 9, 2019, amended by the First Amendment on November 11, 2019, amended by the Second Amendment on April 8, amended by the Third Amendment on January 6, 2021 and set to expire on December 31, 2022. This contract shall remain in full force and effect.

Contractor Initials: MM
Date: 05/17/2021

ALLIANCE GROUP, INC.

By: Mark J Mondo

Mark Mondo
(Print Name)

Title: PM Sales

Date: 05/17/2021

STATE OF NEW HAMPSHIRE

By: [illegible]

Charles M. Arlinghaus
(Print Name)

Title: Commissioner,
Department of Administrative Services

Date: 5.24.21

Contractor Initials: MM
Date: 05/17/2021

Certificate of Authority # 1 (Corporation, Non-Profit Corporation)

Corporate Resolution

I, Jason Patrick (Name) hereby certify that I am duly elected Clerk/Secretary/Officer of Alliance Group Inc (Name of Corporation) I hereby certify the following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on May 14, 2021 at which a quorum of the Directors/shareholders were present and voting.

VOTED: That Mark Mondo (Sales Rep) Thomas Morey (Sales Manager) (Name and Title) (may list more than one person) is duly authorized to enter into contracts or agreements on behalf of Alliance Group Inc (Name of Corporation) with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any documents which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract to which this certificate is attached. This authority remains valid for thirty (30) days from the date of this Corporate Resolution. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

DATED: 5/17/21 ATTEST: President (Name & Title)

SECRETARY'S CERTIFICATE

I, Shawn Patrowde, the Secretary of Alliance Group, Inc., a Vermont corporation (the "Corporation"), hereby certify that the following resolutions were duly adopted by the directors of the Corporation, and that the following resolutions are in full force and effect as of the date hereof without any change:

RESOLVED, that the Corporation is hereby authorized and empowered to enter into one or more contracts to perform services for State of NH Fish & Game (name of customer).

RESOLVED, that Thomas Mooney (Sales Manager) Mark Mondo (Name), (Sales Rep) (Title) of the Corporation, hereby is authorized on behalf of the Corporation to negotiate the terms and conditions of, and execute and deliver, such contracts, documents, and instruments, and any amendments thereto, as such authorized person deems, in his sole discretion, to be necessary or desirable in order to carry out the provision of services authorized above.

RESOLVED, that the directors hereby ratify and affirm all prior actions taken by the Corporation through its directors and officers related to the provision of services authorized above.

Dated this 17 day of May, 2021.

Print Name: Shawn Patrowde
Secretary

7087593_1:12725-00002

State of New Hampshire

Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that ALLIANCE GROUP INC. is a Vermont Profit Corporation registered to transact business in New Hampshire on June 22, 2015. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 728145

Certificate Number: 0005335423

IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 1st day of April A.D. 2021.

William M. Gardner
Secretary of State

ALLIGRO-01 MKAVANAGH

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 5/21/2021

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).

PRODUCER
Hickok & Boardman Insurance Group
346 Shelburne Rd
Burlington, VT 05401

CONTACT NAME: Melissa Kavanagh
PHONE (A/C, No, Ext): (802) 383-1621 FAX (A/C, No): (802) 658-0541
E-MAIL ADDRESS: mkavanagh@hbinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Nationwide Mutual Ins Co	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Alliance Group, Inc.
dba Alliance Mechanical
dba Alliance Building Automation
P.O. Box 666
Essex Junction, VT 05453

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	X COMMERCIAL GENERAL LIABILITY							
	CLAIMS-MADE X OCCUR			MPA0000004137BD	3/19/2021	3/19/2022	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO			BA0000004134BD	3/19/2021	3/19/2022	BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			CMB0000004136BD	3/19/2021	3/19/2022	EACH OCCURRENCE	$ 5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED X RETENTION $ 10,000						Products/Comple	$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC0000004135BD	3/19/2021	3/19/2022	X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N Y	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Jason Patnaude & Shaun Patnaude are excluded officers on the Workers Compensation policy.

Waiver of Subrogation on the Workers Compensation policy is not available in the State of NH.

CERTIFICATE HOLDER

State of New Hampshire
Administrative Services, Bureau of Purchase and Property
25 Capitol Street, Room 102
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

© 1988-2015 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

STATE OF NEW HAMPSHIRE
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX - ROOM 102
25 CAPITOL ST
CONCORD NH 03301-6398

DATE: 01/05/2021

CONTRACT FOR: 8002589

CONTRACT #: HVAC Preventative Maintenance and Repair Services

NIGP CODE: 941 5500

CONTRACTOR: Alliance Group Inc. **VENDOR CODE #:** 216354

SUBMITTED FOR ACCEPTANCE BY:

Erica Brisson *Digitally signed by Erica Brisson Date: 2021.01.05 10:30:24 -05'00'*

PURCHASING AGENT
BUREAU OF PURCHASE AND PROPERTY

RECOMMENDED FOR ACCEPTANCE BY:

Paul A. Rhodes *Digitally signed by Paul A. Rhodes Date: 2021.01.05 14:42:11 -05'00'*

PURCHASING MANAGER/ADMINISTRATOR
BUREAU OF PURCHASE AND PROPERTY

APPROVED FOR ACCEPTANCE BY:

Digitally signed by Gary S Lunetta DN: cn=Gary S Lunetta, o=Department of Administrative Svs, ou=Division of Procurement & Support Svs, email=Gary.Lunetta@das.nh.gov, c=US Date: 2021.01.06 07:50:00 -05'00'

GARY S. LUNETTA, DIRECTOR
DIVISION OF PROCUREMENT & SUPPORT SERVICES

ACCEPTED FOR THE STATE OF NEW HAMPSHIRE UNDER THE AUTHORITY GRANTED TO ME BY NEW HAMPSHIRE REVISED STATUTES, ANNOTATED 21-I:14, XII.

Asst. Comm

CHARLES M. ARLINGHAUS, COMMISSIONER
DEPARTMENT OF ADMINISTRATIVE SERVICES

for

DATE Jan 6, 2021.

Form Revised 8/23/2019 LMR

THIRD AMENDMENT TO THE CONTRACT
BETWEEN ALLIANCE GROUP, INC.
AND
THE STATE OF NEW HAMPSHIRE, DEPARTMENT OF ADMINISTRATIVE SERVICES,
FOR HVAC REVENTATIVE MAINTENANCE AND REPAIR SERVICES
CONTRACT # 8002589

This Third Amendment (hereinafter referred to as the "Amendment"), dated this 4th day of January, 2021, is by and between the State of New Hampshire, Department of Administrative Services (hereinafter referred to as "the State") and Alliance Group, Inc. (hereinafter referred to as "the Contractor") for HVAC Preventative Maintenance and Repair Services.

WHEREAS, pursuant to an agreement effective September 9, 2019, amended by the First Amendment on November 11, 2019, amended by the Second Amendment on April 8, 2020 and set to expire December 31, 2022, (hereinafter referred to as "the Agreement"), the Contractor agreed to perform certain HVAC Preventative Maintenance and Repair services for the State in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, pursuant to Section 18 of the Agreement, the Agreement may be amended by an instrument in writing executed by both parties;

NOW, THEREFORE, for and in consideration of the mutual promises set forth in this Amendment and the underlying Agreement, the parties do mutually agree as follows:

1. Delete in its entirety Form Number P-37, item 1.8 Price Limitation and substitute the following:

   1.8 $779,120.40

2. Amend Exhibit B Payment & Pricing; add the following location and pricing:

FACILITY NAME	ADDRESS	TOWN	2021 SEMI-ANNUAL PRICE (1/1/21 – 12/31/21)	2022 SEMI-ANNUAL PRICE (1/1/22- 12/31/22)
NH Veterans Home	129 Winter Street	Tilton	$12,171.00	$12,171.00

3. Add to Exhibit A: Scope of Services the following location:

   NH VETERANS HOME
   The Contractor shall provide The NH Veterans Home with "preventative maintenance" and emergency services for the Heating, Ventilation, and Air Conditioning ("HVAC") equipment and associated devices (see attached equipment list, Attachment B: Appendix A for the types of equipment to be covered) owned by the State of New Hampshire, Veterans Home, as described throughout this bid invitation.

   The term "preventive maintenance" as used above shall include providing all supervision, materials, equipment, labor and transportation necessary for the successful completion of the work under the terms and conditions contained herein. The equipment covered by this agreement, their respective

Contractor Initials: MM
Date: 01/04/2021

locations and manufacturers are listed and attached as part of this contract in Attachment B: Appendix A.

The Contractor shall make annual fall cleaning and inspections of all heating systems including boilers and furnaces as described below:

- Remove all cleaning access panels,
- Wire brush and vacuum all fireside surfaces free of soot,
- Wash coat all refractory; perform patching of refractory as required,
- Replace all gasketing as required,
- Reseal boiler access panels,
- Inspect all burners; Adjust spark gap and test pilots,
- Test fire all burners,
- Test all safety devices including but not limited to fire eye controls, pressure relief valves and low water cut offs,
- Test and ensure that all operating controls for the respective heating systems are working properly,
- Collect and properly dispose of all waste products that result from the cleaning or repairs to the above mentioned boilers.

The Contractor shall provide annual maintenance to specified pumps as described below: Where applicable,

- Check, adjust clock setting if necessary,
- Clean external motor surfaces,
- Clean debris from ventilation fan, (VFD)
- Check pump shutoff pressure to ensure proper performance,
- Check and record all pressure gauges,
- Check rotation,
- Check for leaks,
- Clean strainers, (PRV Systems)
- Clean PRVs, (PRV System)
- Clean CRDs, (PRV)
- Inspect and Clean check valves, (PRV)
- Clean orifice elbow, (PRV)
- Test alarms,
- Test panel indicators,
- Check system sequencing and flow sensing devices,
- Check tank precharge,
- Check system operation
- Inspect/Clean tank PRV,
- Exercise isolation valves
- Grease motors,
- Check voltage and amperage readings.

Contractor Initials: MM
Date: 01/04/2021

The Contractor shall provide a semi-annual inspection in the spring (March – May) and fall (September – November) of the air handler systems, water source heat pumps, MAU's and ERV's. Inspections shall include the following:

- Check bearings for wear,
- Check fans and fan shafts for proper balance,
- Check all belts for proper tension, alignment and wear,
- Check all air handling systems for proper flow, operation and control sequence. All related controls are included,
- Clean all heating and cooling coils,
  Clean and scrub all condensation pans and check to make sure that pans are pitched correctly for proper drainage,
- Biocide tablets will be used in the condensation pans so that the pans are clean and in good working order,
- Check all sheaves for proper alignment,
- Check and tighten all electrical terminations,
- Check contacts for wear,
- Check and record motor current against nameplate,
- Check all safety controls,
- Lube motors/bearings where applicable,
- Check fan wheels - clean as required,
- Check fan scrolls - clean as required,
- Check fan bearing supports,
- Check motor supports,
- Check damper operation,
- Check damper linkages,
- Check motor damper operation,
- Inspect and clean condensate pumps where applicable
- Check humidifier strainer where applicable,
- Check and clean humidifier float assembly,
- Check humidifier level controls,
- Check and clean humidifier drain/pan,
- Check humidifier heating elements,
- Check all humidifier controls,
- Check and clean outside air intakes,
- Check for any unusual noises or vibrations,
- Check structural integrity of the unit.

The Contractor shall maintain all digital control systems and associated devices on a semi-annual basis; spring (March-May) and fall (September - November) as required to properly maintaining their operating condition by providing, at a minimum the following services:

- Review system for proper operation, verify that all associated devices start and stop properly, check that set points are maintained, and verify scheduling,
- Check operational sequence of all VAV's, and related preheat, reheat and radiation valves and motors,

Contractor Initials: MM
Date: 01/04/2021

- Check operational sequence of all cabinet heaters, unit heaters and electric strip heaters.
- Test and calibrate all devices including but not limited to thermostats, actuators, controls, dampers, valves, variable air volume devices.
- Make backup copies of software configurations and operating system. Provide customer with access to most recent copy.
- Check and record any system abnormalities or deficiencies

The Contractor shall retain the services of a competent independent water treatment company to provide complete chemical water treatment for the glycol system. The Contractor shall test all and provide the proper amount of chemicals for the system. The monthly water treatment reports provided shall be submitted and directed to Scott Harper, and should include at a minimum;

DESCRIPTION OF SYSTEM(S) SERVICE
1-Dual Temp Glycol Closed Loop System All Year
(Testing and addition of TTA includes Filter change and coupons analysis)
1-Source Heat Pump Glycol Loop #1 (Testing Only) All Year
1-Source Heat Pump Glycol Loop # 2 All Year
1-Hot Water Loop Includes Filter change and coupons analysis) All Year

As it relates to the liquid chemicals for the glycol system, the NHVH will be responsible for the cost of the chemicals. The Contractor shall retain the services for testing and submit a quote to the State for the cost of replacing the chemicals. After prior approval by the State, the Contractor shall be responsible for the installation.

The Contractor shall make service available twenty-four (24) hours per day, seven (7) days per week. The Contractor shall employ a sufficient number of trained mechanics so that calls of any emergency nature can be answered promptly with the mechanic arriving at the job site no later than three (3) hours after the call is entered. If overtime is necessary as a result of late arrival, the State may deduct the additional time, over three (3) hours from any overtime payment.
Whenever possible the Contractor shall employ the same technicians to perform regular scheduled preventive maintenance at the facility to allow minimal maintenance staff supervision.

Request to repair and/or replace parts shall be approved (in advance of any repair work) by Scott Harper, Plant Maintenance Engineer, or his designated representative, Maintenance Technician. Materials shall be invoiced not to exceed 10% above contractor's cost.
All replacement parts shall be new and of the same quality and brand name as that being replaced. All supplies such as oils and refrigerants shall be as specified by the equipment manufacturer. Substitutions will be permitted only with prior authorization.

The Contractor shall, after each scheduled or emergency call and before leaving the job site, present a written summary of the work performed and obtain signature thereon from Scott Harper, Plant Maintenance Engineer, or his designated

Contractor Initials: MM
Date: 01/04/2021

representative Maintenance Technician. All work performed shall be documented monthly at a minimum and stored in binders kept at the Facilities Services Building.

The Contractor shall present two (2) copies of a Final Report of work done the previous calendar year. The report shall be a service report, listing the work done each month of the contract year. The report may be submitted electronically or in hard copy to Scott Harper, on or before January 15 of the following year.

Scott Harper, Plant Maintenance Engineer, or his designated representative, Maintenance Technician, shall:

a. Provide the Contractor with all pertinent information regarding the requirements for this contract within two (2) working days of receiving a request for information from the Vendor.
b. Examine any documents submitted by the Contractor and rendering decisions pertaining thereto promptly to avoid delay in the progress of the Vendor's work.

The Contractor (to include each employee and any approved subcontractor working in a state office or externally with the State's records) will be required to sign the State of New Hampshire's Confidentiality Form and Criminal Record Authorization Form. Prior to placing an individual in a State facility, all prospective personnel must receive clearance from the NH Department of Safety, Division of State Police Criminal Bureau. Said clearance shall be obtained by submitting a Criminal Record Release Authorization Form on behalf of all personnel/employees and subcontractor to the Requesting Agency.

4. All other provisions of the Agreement, approved by the Commissioner, Department of Administrative Services on September 9, 2019, amended by the First Amendment on November 11, 2019, amended by the Second Amendment on April 8, 2020 and set to expire December 31, 2022. This contract shall remain in full force and effect.

Contractor Initials: MM
Date: 01/04/2021

ALLIANCE GROUP, INC.

By: Mark Mondo *Mark J Mondo*

Mark Mondo
(Print Name)

Title: PM Sales

Date: 01/04/2021

STATE OF NEW HAMPSHIRE

By: *Joseph Bouchard*

JOSEPH BOUCHARD
~~Charles M. Arlinghaus~~
(Print Name)

Title: Assistant Commissioner,
Department of Administrative Services

Date: Jan. 6, 2021

Type text here

Contractor Initials: *MM*
Date: 01/04/2021

SECRETARY'S CERTIFICATE

I, Shaun Patnaude, the Secretary of Alliance Group Inc., a Vermont corporation (the "Corporation"), hereby certify that the following resolutions were duly adopted by the directors of the Corporation, and that the following resolutions are in full force and effect as of the date hereof without any change:

RESOLVED, that the Corporation is hereby authorized and empowered to enter into one or more contracts to perform services for the **Dept. of Veterans Affairs (VA Medical – White River Junction, VT).**

RESOLVED, that **Mark Mondo**, employee of the Corporation, hereby is authorized on behalf of the Corporation to negotiate the terms and conditions of, and execute and deliver, such contracts, documents, and instruments, and any amendments thereto, as such authorized person deems, in his sole discretion, to be necessary or desirable in order to carry out the provision of services authorized above.

RESOLVED, that the directors hereby ratify and affirm all prior actions taken by the Corporation through its directors and officers related to the provision of services authorized above.

Dated this 5th day of January, 2021.

Print Name: Shaun Patnaude
V.P. & Secretary

7087593_1:12725-00002

CONSENT TO CORPORATE ACTION BY THE DIRECTORS OF ALLIANCE GROUP INC. IN LIEU OF MEETING OF THE DIRECTORS

The undersigned, being all of the directors of Alliance Group Inc., a Vermont corporation (the "Corporation"), hereby unanimously consent in writing to the adoption of the following resolutions and to the actions that they authorize, all in lieu of actions taken at a meeting of the directors, and hereby direct that a copy of this written consent be inserted in the Corporation's record book:

RESOLVED, that the Corporation is hereby authorized and empowered to enter into one or more contracts to perform services for the **Dept. of Veterans Affairs (VA Medical – White River Junction, VT)**

RESOLVED, that **Mark Mondo**, employee of the Corporation, hereby is authorized on behalf of the Corporation to negotiate the terms and conditions of, and execute and deliver, such contracts, documents, and instruments, and any amendments thereto, as such authorized person deems, in his sole discretion, to be necessary or desirable in order to carry out the provision of services authorized above.

RESOLVED, that the directors hereby ratify and affirm all prior actions taken by the Corporation through its directors and officers related to the provision of services authorized above.

Effective as of the 5th day of January, 2021.

Jason Patnaude, President & Director

Shaun Patnaude, V.P. & Director

7087593_1:12725-00002

State of New Hampshire
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that ALLIANCE GROUP INC. is a Vermont Profit Corporation registered to transact business in New Hampshire on June 22, 2015. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: **728145**
Certificate Number: **0004964144**

IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 23rd day of July A.D. 2020.

William M. Gardner
Secretary of State

State of New Hampshire
Department of State
2020 ANNUAL REPORT

Filed.
Date Filed: 1/7/2020
Effective Date: 1/7/2020
Business ID: 728145
William M. Gardner
Secretary of State

BUSINESS NAME:	ALLIANCE GROUP INC.
BUSINESS TYPE:	Foreign Profit Corporation
BUSINESS ID:	728145
STATE OF INCORPORATION:	Vermont

CURRENT PRINCIPAL OFFICE ADDRESS	CURRENT MAILING ADDRESS
6 David DrivePO Box 666 Essex Jct, VT, 05453, USA	NONE

REGISTERED AGENT AND OFFICE	
REGISTERED AGENT:	Hayes, Patrick T, Esq
REGISTERED AGENT OFFICE ADDRESS:	29 School Street Lebanon, NH, 03766, USA

PRINCIPAL PURPOSE(S)	
NAICS CODE	NAICS SUB CODE
OTHER / Heating,ventilation, air conditioning, refrigeration and building automation sales, service and maintenance.	

OFFICER / DIRECTOR INFORMATION		
NAME	BUSINESS ADDRESS	TITLE
Jason Patnaude Patnaude	Alliance Mechanical Inc, Essex Jct, VT, 05452, USA	President
Shaun Patnaude Patnaude	PO Box 666, Essex Jct, VT, 05453, USA	Vice President
Jason Patnaude Patnaude	PO Box 666, Essex Jct, VT, 05453, USA	Chairman of the Board of Directors

I, the undersigned, do hereby certify that the statements on this report are true to the best of my information, knowledge and belief.

Title: Authorized Signer
Signature: Remo Monfreda
Name of Signer: Remo Monfreda

ALLIGRO-01 HTARLETON

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/2/2020

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).

PRODUCER
Hickok & Boardman, Inc.
346 Shelburne Rd
Burlington, VT 05401

CONTACT NAME: Melissa Kavanagh
PHONE (A/C, No, Ext): (802) 383-1621 FAX (A/C, No): (802) 658-0541
E-MAIL ADDRESS: mkavanagh@hbinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Nationwide Mutual Ins Co	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Alliance Group, Inc.
dba Alliance Mechanical
P.O. Box 666
Essex Junction, VT 05453

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	X COMMERCIAL GENERAL LIABILITY			MPA0000004137BD	3/19/2020	3/19/2021	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			BA0000004134BD	3/19/2020	3/19/2021	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			CMB0000004136BD	3/19/2020	3/19/2021	EACH OCCURRENCE	$ 5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED X RETENTION $ 10,000							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC0000004135BD	3/19/2020	3/19/2021	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Jason Patnaude & Shaun Patnaude are excluded officers on the Workers Compensation policy.

Waiver of Subrogation on the Workers Compensation policy is not available in the State of NH.

CERTIFICATE HOLDER

State of New Hampshire
Purchasing Agent- Service Contracts Dept. of Admin. Service
Bureau of Purchasing and Property
25 Capitol Street, Rm 102
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

© 1988-2015 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

STATE OF NEW HAMPSHIRE
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX - ROOM 102
25 CAPITOL ST
CONCORD NH 03301-6398

DATE: 4/8/2020

NIGP CODE: 941-5500

CONTRACT #: 8002589

CONTRACT FOR: HVAC Preventative Maintenance and Repair Services

VENDOR CODE #: 216354

CONTRACTOR: Alliance Group, Inc.

SUBMITTED FOR ACCEPTANCE BY:

ERICA BRISSON, PURCHASING AGENT
BUREAU OF PURCHASE AND PROPERTY

DATE 4/8/2020

RECOMMENDED FOR ACCEPTANCE BY:

Paul Rhodes (PS)

PAUL RHODES, ADMINISTRATOR III
BUREAU OF PURCHASE AND PROPERTY

DATE 4/8/20

APPROVED FOR ACCEPTANCE BY:

Paul Rhodes (PS)

GARY S. LUNETTA, DIRECTOR
DIVISION OF PROCUREMENT & SUPPORT SERVICES

DATE 4/8/20

ACCEPTED FOR THE STATE OF NEW HAMPSHIRE UNDER THE AUTHORITY GRANTED TO ME BY NEW HAMPSHIRE REVISED STATUTES, ANNOTATED 21-I:14, XII.

CHARLES M. ARLINGHAUS, COMMISSIONER
DEPARTMENT OF ADMINISTRATIVE SERVICES

DATE 4/8/2020

Form Revised 8/23/2019 LMR

SECOND AMENDMENT TO THE CONTRACT
BETWEEN ALLIANCE GROUP, INC.
AND
THE STATE OF NEW HAMPSHIRE, DEPARTMENT OF ADMINISTRATIVE SERVICES,
FOR HVAC PREVENTATIVE MAINTENANCE AND REPAIR SERVICES
CONTRACT # 8002589

This Second Amendment (hereinafter referred to as the "Amendment"), dated this 1 day of April, 2020, is by and between the State of New Hampshire, Department of Administrative Services (hereinafter referred to as "the State") and Alliance Group, Inc. (hereinafter referred to as "the Contractor") for HVAC Preventative Maintenance and Repair Services.

WHEREAS, pursuant to an agreement effective September 9, 2019, first amended by the First Amendment on November 11, 2019 and set to expire December 31, 2022 (hereinafter referred to as "the Agreement"), the Contractor agreed to perform certain HVAC Preventative Maintenance and Repair services for the State in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, pursuant to Section 18 of the Agreement, the Agreement may be amended by an instrument in writing executed by both parties;

NOW, THEREFORE, for and in consideration of the mutual promises set forth in this Amendment and the underlying Agreement, the parties do mutually agree as follows:

1. Delete in its entirely Form Number P-37, item 1.8 Price Limitation and substitute the following:

   1.8 $754,778.40

2. Amend Exhibit B Payment & Pricing; add the following locations and prices:

NH DEPARTMENT OF NATURAL AND CULTURAL RESOURCES (DNCR)				
FACILITY NAME	TOWN	SEMI-ANNUAL PRICE (1/1/20 - 12/31/20)	SEMI-ANNUAL PRICE (1/1/21 – 12/31/21)	SEMI-ANNUAL PRICE (1/1/22 – 12/31/22)
Milan Hill	Milan	$1,248.00	$1,248.00	$1,248.00
Belknap Mountain	Gilford	$1,248.00	$1,248.00	$1,248.00
Kearsarge Mountain	Wilmot	$624.00	$624.00	$624.00
Pack Monadnock	Peterborough	$1,248.00	$1,248.00	$1,248.00
NH DEPT. OF SAFETY, DIVISION OF EMERGENCY SERVICES AND COMMUNICATIONS				
Blue Job	Farmington	$1248.00	$1248.00	$1248.00
Pack Monadnock/Miller State Park	Peterborough	$1248.00	$1248.00	$1248.00
Mt. Whittier	Tamworth	$1248.00	$1248.00	$1248.00
Oak Hill	Concord/Loudon	$1248.00	$1248.00	$1248.00
Kearsarge State Park	Warner	$624.00	$624.00	$624.00

Contractor Initials:
Date: 4/1/20

Tenney Mountain	Plymouth	$1248.00	$1248.00	$1248.00
Hyland Hill	Westmoreland	$1248.00	$1248.00	$1248.00
Holden Hill	Stewartstown	$1248.00	$1248.00	$1248.00
IPOC Shelter	Concord	$1248.00	$1248.00	$1248.00
Mitchell Hill	Haverhill	$1248.00	$1248.00	$1248.00
Pitcher Mountain	Stoddard	$1248.00	$1248.00	$1248.00

3. Add to Exhibit A: Scope of Services for the following locations:

NH DEPARTMENT OF NATURAL AND CULTURAL RESOURCES (DNCR)

1. Preventative Maintenance one (1) Spring and one (1) Fall per Manufacturer's Recommendations to include:
   - Two (2) air filter changes per year (Contractor supplied)
   - One (1) drive belt change per year (if applicable)
   - One (1) low pressure condenser coil cleaning per year
   - One (1) evaporator coil inspection per year
   - One (1) full AC inspection and testing every spring
   - One (1) full heating inspection and testing every fall
   - Two (2) control inspection testing and calibrations twice (2) per year

2. Contractor will supply own transportation equipment to include 4 X 4 on road vehicle

3. Contractor will supply own suitable off-road transportation to include either an ATV, UTV, snowmobile, tracked vehicle while being escorted to each site

4. Contractor will supply basic miscellaneous PM Materials, coil cleaner, lubricants, cleaning supplies, etc.
used repair parts to be billable only when used, intended to reduce multiple access charges

6. The Contractor shall make service available twenty-four (24) hours per day, seven (7) days per week. The Contractor shall employ a sufficient number of trained mechanics so that calls of any emergency nature can be answered promptly with the mechanic arriving at the job site no later than three (3) hours after the call is entered. If overtime is necessary as a result of late arrival, the State may deduct the additional time, over three (3) hours from any overtime payment.

7. Request to repair and/or replace parts shall be approved by the District Administrator or his/her designated representative. Materials shall be invoiced not to exceed 10% above Contractor's cost. All replacement parts shall be new and of the same quality and brand name as that being replaced. All supplies such as oils and refrigerants shall be as specified by the equipment manufacturer. Substitutions will be permitted only with prior authorization of the applicable Department of Business & Economic Affairs - Division of Travel and Tourism Development or his/her designated representative.

8. HVAC Repair/Emergency Rates per parent contract shall apply for those sites listed above.

DEPARTMENT OF SAFETY, DIVISION OF EMERGENCY SERVICES AND COMMUNICATIONS

1. Preventative Maintenance one (1) Spring and one (1) Fall per manufacturer's recommendations to include:
   - Two (2) air filter changes per year (Contractor supplied)

Contractor Initials: [illegible]
Date: [illegible]

- One (1) drive belt change per year (if applicable)
- One (1) low pressure condenser coil cleaning per year
- One (1) evaporator coil inspection per year
- One (1) full AC inspection and testing every spring
- One (1) full heating inspection and testing every fall
- Two (2) control inspection testing and calibrations twice (2) a year

2. Contractor will supply own transportation equipment to include 4 x 4 on road vehicle

3. Contractor will supply own suitable off-road transportation to include either an ATV, UTV, snowmobile, tracked vehicle while being escorted to each site

4. Contractor will supply basic miscellaneous PM materials, coil cleaner, lubricants, cleaning supplies, etc.

5. Contractor will stock and carry to each PM or service call a spare parts kit of Marvair commonly used repair parts to be billable only when used, intended to reduce multiple access charges

6. The Contractor shall make service available twenty-four (24) hours per day, seven (7) days per week. The Contractor shall employ a sufficient number of trained mechanics so that calls of any emergency nature can be answered promptly with the mechanic arriving at the job site no later than three (3) hours after the call is entered. If overtime is necessary as a result of late arrival, the State may deduct the additional time, over three (3) hours from any overtime payment.

7. Request to repair and/or replace parts shall be approved by the District Administrator or his/her designated representative. Materials shall be invoiced not to exceed 10% above Contractor's cost. All replacement parts shall be new and of the same quality and brand name as that being replaced. All supplies such as oils and refrigerants shall be as specified by the equipment manufacturer. Substitutions will be permitted only with prior authorization of the applicable Department of Business & Economic Affairs - Division of Travel and Tourism Development or his/her designated representative.

8. HVAC Repair/Emergency Rates per parent contract shall apply for the locations listed above.

4. All other provisions of the Agreement, approved by the Commissioner, Department of Administrative Services on September 9, 2019, first amended by the First Amendment on November 11, 2019 and set to expire December 31, 2022 shall remain in full force and effect.

Contractor Initials: FM
Date: 1/11/20

ALLIANCE GROUP, INC.

By: _____

Tom Mooney
(Print Name)

Title: Sales Manager

Date: 4/1/20

STATE OF NEW HAMPSHIRE

By: _____

Charles M. Arlinghaus
(Print Name)

Title: Commissioner,
Department of Administrative Services

Date: 4-8-2020

NOTARY PUBLIC/JUSTICE OF THE PEACE

On the 1 day of April 2020
There appeared before me, the state and county foresaid a person who satisfactorily identified himself as

Tom Mooney

And acknowledge that he executed this document indicated above.

In witness thereof, I hereunto set my hand and official seal.

_____
(Notary Public/Justice of the Peace)

My commission expires:

1/31/21
(Date)

SARA GROW NOTARY PUBLIC VERMONT

Contractor Initials: _____
Date: 4/1/20

Certificate of Authority # 1 *(Corporation of LLC- Non-specific, open-ended)*

Corporate Resolution

I, Tom Finnerty (Name) hereby certify that I am duly elected Clerk/Secretary of Hillside Group Inc. (Name of Corporation or LLC) I hereby certify the following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on April (Month) 1 (Day) 20 10 (Year) at which a quorum of the Directors/shareholders were present and voting.

VOTED: That Tom Finnerty (Name and Title) (may list more than one person) is duly authorized to enter into contracts or agreements on behalf of Hillside Group Inc (Name of Corporation or LLC) with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any documents which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract to which this certificate is attached. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

DATED: 4/1/20 ATTEST: [signature] (Name and Title)

State of New Hampshire
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that ALLIANCE GROUP INC. is a Vermont Profit Corporation registered to transact business in New Hampshire on June 22, 2015. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 728145
Certificate Number: 0004818914

IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 28th day of February, A.D. 2020.

William M. Gardner
Secretary of State

ALLIGRO-01 HTARLETON

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/2/2020

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).

PRODUCER
Hickok & Boardman, Inc.
346 Shelburne Rd
Burlington, VT 05401

CONTACT NAME: Melissa Kavanagh
PHONE (A/C, No, Ext): (802) 383-1621 FAX (A/C, No): (802) 658-0541
E-MAIL ADDRESS: mkavanagh@hbinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Nationwide Mutual Ins Co	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Alliance Group, Inc.
dba Alliance Mechanical
P.O. Box 666
Essex Junction, VT 05453

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	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:			MPA0000004137BD	3/19/2020	3/19/2021	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY			BA0000004134BD	3/19/2020	3/19/2021	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000			CMB0000004136BD	3/19/2020	3/19/2021	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000 $
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N Y If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WC0000004135BD	3/19/2020	3/19/2021	X PER STATUTE 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

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Jason Patnaude & Shaun Patnaude are excluded officers on the Workers Compensation policy.

Waiver of Subrogation on the Workers Compensation policy is not available in the State of NH.

CERTIFICATE HOLDER

State of New Hampshire
Purchasing Agent- Service Contracts Dept. of Admin. Service
Bureau of Purchasing and Property
25 Capitol Street, Rm 102
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

© 1988-2015 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

STATE OF NEW HAMPSHIRE
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX - ROOM 102
25 CAPITOL ST
CONCORD NH 03301-6398

DATE: 11/5/19

CONTRACT #: 8002589 **NIGP CODE:** 941-5500

CONTRACT FOR: HVAC Preventative Maintenance and Repair Services

CONTRACTOR: Alliance Group, Inc. **VENDOR CODE #:** 216354

SUBMITTED FOR ACCEPTANCE BY:

ERICA BRISSON, PURCHASING AGENT DATE 11/5/19
BUREAU OF PURCHASE AND PROPERTY

****

RECOMMENDED FOR ACCEPTANCE BY:

PAUL RHODES, ADMINISTRATOR III DATE 11/5/19
BUREAU OF PURCHASE AND PROPERTY

****

APPROVED FOR ACCEPTANCE BY:

GARY S. LUNETTA, DIRECTOR DATE 11/5/19
DIVISION OF PROCUREMENT & SUPPORT SERVICES

****

ACCEPTED FOR THE STATE OF NEW HAMPSHIRE UNDER THE AUTHORITY GRANTED TO ME BY NEW HAMPSHIRE REVISED STATUTES, ANNOTATED 21-I:14, XII.

CHARLES M. ARLINGHAUS, COMMISSIONER DATE 11-5-19
DEPARTMENT OF ADMINISTRATIVE SERVICES

****

FIRST AMENDMENT TO THE CONTRACT
BETWEEN ALLIANCE GROUP, INC.
AND
THE STATE OF NEW HAMPSHIRE, DEPARTMENT OF ADMINISTRATIVE SERVICES,
FOR HVAC PREVENTATIVE MAINTENANCE AND REPAIR SERVICES
CONTRACT # 8002589

This First Amendment (hereinafter referred to as the "Amendment"), dated this 4th day of November, 2019, is by and between the State of New Hampshire, Department of Administrative Services (hereinafter referred to as "the State") and Alliance Group (hereinafter referred to as "the Contractor") for HVAC Preventative Maintenance and Repair Services.

WHEREAS, pursuant to an agreement effective September 9, 2019 set to expire December 31, 2022, (hereinafter referred to as "the Agreement"), the Contractor agreed to perform certain HVAC Preventative Maintenance and Repair services for the State in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, pursuant to Section 18 of the Agreement, the Agreement may be amended by an instrument in writing executed by both parties;

NOW, THEREFORE, for and in consideration of the mutual promises set forth in this Amendment and the underlying Agreement, the parties do mutually agree as follows:

1. Delete in its entirety Form Number P-37, item 1.8 Price Limitation and substitute the following:

   1.8 $698,618.40

2. Amend Exhibit B Payment & Pricing; add the following locations:

NHDOT BRIDGE MAINTENANCE				
FACILITY NAME	ADDRESS	ANNUAL PRICE	ANNUAL PRICE	ANNUAL PRICE
DOT Crew 715 Office	10 Ranger Way, Portsmouth, NH	$744.00	$744.00	$744.00
DOT – Memorial Bridge	US 1 Piscataqua River, Portsmouth, NH	$297.00	$297.00	$297.00
DOT – Hampton River Bridge	NH 1A over the Hampton River, Hampton, NH	$396.00	$396.00	$396.00
DOT Crew 714	9 East Point Drive, Bedford, NH	$297.00	$297.00	$297.00
DOT Crew 713	13 Range Road, Franklin, NH	$990.00	$990.00	$990.00
NHDOT DISTRICT 3				
NHDOT 3 Patrol Shed 301	608 Eaton Rd. (NH 153), Conway, NH	$800.00	$800.00	$800.00

Contractor Initials: [illegible]
Date: 11-4-19

3. All other provisions of the Agreement, approved by the Commissioner, Department of Administrative Services on September 9, 2019, shall remain in full force and effect.

Contractor Initials: [illegible]
Date: 11-4-19

ALLIANCE GROUP, INC.

By: _____

Tom C. Mooney
(Print Name)

Title: Sales Manager

Date: 11-4-19

NOTARY PUBLIC/JUSTICE OF THE PEACE

On the 4th day of November, 2019
There appeared before me, the state and county foresaid a person who satisfactorily identified himself as

Tom Mooney

And acknowledge that he executed this document indicated above.

In witness thereof, I hereunto set my hand and official seal.

Sarah Snow
(Notary Public/Justice of the Peace)

My commission expires:
1/31/21
(Date)

SARAH SNOW
NOTARY
PUBLIC
VERMONT

STATE OF NEW HAMPSHIRE

By: _____

Charles M. Arlinghaus
(Print Name)

Title: Commissioner,
Department of Administrative Services

Date: 11-5-19

Contractor Initials: TCM
Date: 11-4-19

Certificate of Authority # 1 *(Corporation of LLC- Non-specific, open-ended)*

Corporate Resolution

I, Jason Patnaude (*Name*) hereby certify that I am duly elected Clerk/Secretary of Alliance Group Inc. (*Name of Corporation or LLC*). I hereby certify the following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on April (*Month*) 1st (*Day*), 20 10 (*Year*) at which a quorum of the Directors/shareholders were present and voting.

VOTED: That Tom Mooney (*Name and Title*) Sales Manager (may list more than one person) is duly authorized to enter into contracts or agreements on behalf of Alliance Group Inc. (*Name of Corporation or LLC*) with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any documents which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract to which this certificate is attached. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

DATED: 11-4-19 ATTEST: President (*Name and Title*)

ALLIGRO-01

RCARLILE

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 9/3/2019

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).

PRODUCER
Hickok & Boardman, Inc.
346 Shelburne Rd
Burlington, VT 05401

CONTACT NAME: Melissa Kavanagh
PHONE (A/C, No, Ext): (802) 383-1621 FAX (A/C, No): (802) 658-0541
E-MAIL ADDRESS: mkavanagh@hbinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Phoenix Ins Co	25623
INSURER B: Travelers Indemnity Co	25666
INSURER C: Travelers Property Casualty Co of America	25674
INSURER D: Standard Fire Insurance Company	19070
INSURER E:	
INSURER F:	

INSURED
Alliance Group, Inc.
dba Alliance Mechanical
P.O. Box 666
Essex Junction, VT 05453

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	X COMMERCIAL GENERAL LIABILITY			DT-CO-2J777638-PHX-19	3/19/2019	3/19/2020	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
B	AUTOMOBILE LIABILITY			810-8M313736-19-G	3/19/2019	3/19/2020	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
C	X UMBRELLA LIAB X OCCUR			CUP-6K557584-19-26	3/19/2019	3/19/2020	EACH OCCURRENCE	$ 5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED X RETENTION $ 10,000							$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			UB-2J780747-19-26-G	3/19/2019	3/19/2020	X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Jason Patnaude & Shaun Patnaude are excluded officers on the Workers Compensation policy.

30 days' Notice of Cancellation is included for the State of New Hampshire.

CERTIFICATE HOLDER

State of New Hampshire
Administrative Services, Bureau of Purchase and Property
25 Capital Street, Room 102
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

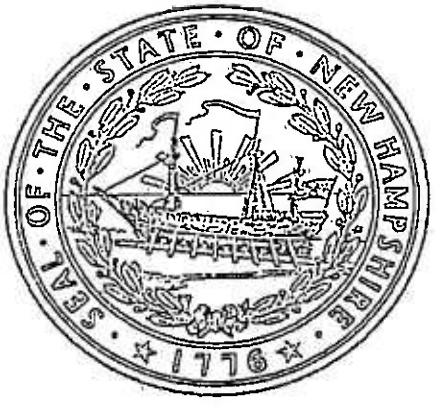
© 1988-2015 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

State of New Hampshire
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that ALLIANCE GROUP INC. is a Vermont Profit Corporation registered to transact business in New Hampshire on June 22, 2015. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 728145
Certificate Number : 0004575129



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 3rd day of September A.D. 2019.

William M. Gardner
Secretary of State

STATE OF NEW HAMPSHIRE
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX - ROOM 102
25 CAPITOL ST
CONCORD NH 03301-6398

DATE: 9/5/2019

CONTRACT #: 8002585
8002587
8002589

NIGP CODE: 941-5500

CONTRACT FOR: HVAC Preventative Maintenance and Repair Services

CONTRACTOR: A A A Energy Service Co. Inc.
ENE Systems of NH, Inc.
Alliance Group, Inc.

VENDOR CODE #: 210473
270016
216354

SUBMITTED FOR ACCEPTANCE BY:

ERICA BRISSON, PURCHASING AGENT
BUREAU OF PURCHASE AND PROPERTY

DATE 9/5/19

****

RECOMMENDED FOR ACCEPTANCE BY:

PAUL RHODES, ADMINISTRATOR III
BUREAU OF PURCHASE AND PROPERTY

DATE 9/5/19

****

APPROVED FOR ACCEPTANCE BY:

GAIL LUNETTA, DIRECTOR
DIVISION OF PROCUREMENT & SUPPORT SERVICES

DATE 9/16/19

****

ACCEPTED FOR THE STATE OF NEW HAMPSHIRE UNDER THE AUTHORITY GRANTED TO ME BY NEW HAMPSHIRE REVISED STATUTES ANNOTATED 21-I:14-XII:

CHARLES M. ARLINGHAUS, COMMISSIONER
DEPARTMENT OF ADMINISTRATIVE SERVICES

DATE 9/16/19

****

Form Revised 8/23/2019 LMR

Subject: HVAC Preventative Maintenance and Repair Services

Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name Department of Administrative Services	1.2 State Agency Address State House Annex 25 Capitol Street Concord, NH 03301
1.3 Contractor Name Alliance Group Inc.	1.4 Contractor Address 6 David Drive, PO Box 666 Essex Jct., VT 05453
1.5 Contractor Phone Number 888-842-4822 / 1.6 Account Number Various	1.7 Completion Date December 31, 2022 / 1.8 Price Limitation $688,046.40
1.9 Contracting Officer for State Agency Erica Brisson	1.10 State Agency Telephone Number 603-271-7272
1.11 Contractor Signature	1.12 Name and Title of Contractor Signatory Tim Mooney, Sales Manager

1.13 Acknowledgement: State of [illegible] County of [illegible]

On 9/16/2019 before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.

1.13.1 Signature of Notary Public or Justice of the Peace

(Seal)

1.13.2 Name and Title of Notary or Justice of the Peace

Brittany Dart

1.14 State Agency Signature Date: 9/16/19	1.15 Name and Title of State Agency Signatory Charles M. Arlinghaus, Commissioner

1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable)

By: Director, On:

1.17 Approval by the Attorney General (Form, Substance and Execution) (if applicable)

By: On:

1.18 Approval by the Governor and Executive Council (if applicable)

By: On:

2. EMPLOYMENT OF CONTRACTOR/SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT A which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.18, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.14 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Contractor notice of such termination. The State shall not be required to transfer funds from any other account to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT B which is incorporated herein by reference.

5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. This may include the requirement to utilize auxiliary aids and services to ensure that persons with communication disabilities, including vision, hearing and speech, can communicate with, receive information from, and convey information to the Contractor. In addition, the Contractor shall comply with all applicable copyright laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.

6.3 If this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all the provisions of Executive Order No. 11246 ("Equal Employment Opportunity"), as supplemented by the regulations of the United States Department of Labor (41 C.F.R. Part 60), and with any rules, regulations and guidelines as the State of New Hampshire or the United States issue to implement these regulations. The Contractor further agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.

Contractor Initials: [illegible]
Date: 9-4-19

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

9. DATA/ACCESS/CONFIDENTIALITY/ PRESERVATION.

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

9.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

10. TERMINATION. In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS. The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written notice and consent of the State. None of the Services shall be subcontracted by the Contractor without the prior written notice and consent of the State.

13. INDEMNIFICATION. The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than $1,000,000 per occurrence and $2,000,000 aggregate; and

14.1.2 special cause of loss coverage form covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

Contractor Initials

Date 4-4-14

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9. or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9. or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than thirty (30) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference. Each certificate(s) of insurance shall contain a clause requiring the insurer to provide the Contracting Officer identified in block 1.9. or his or her successor, no less than thirty (30) days prior written notice of cancellation or modification of the policy.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("Workers' Compensation").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. Contractor shall furnish the Contracting Officer identified in block 1.9. or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

17. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4 herein.

18. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver, or discharge by the Governor and Executive Council of the State of New Hampshire unless no such approval is required under the circumstances pursuant to State law, rule or policy.

19. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.

20. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

21. HEADINGS. The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

22. SPECIAL PROVISIONS. Additional provisions set forth in the attached EXHIBIT C are incorporated herein by reference.

23. SEVERABILITY. In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

24. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Agreement and understanding between the parties, and supersedes all prior Agreements and understandings relating hereto.

Contractor Initials: [illegible]
Date: 4-5-19

EXHIBIT A
SCOPE OF SERVICES

1. INTRODUCTION

Alliance Group Inc. (hereinafter referred to as the "Contractor") hereby agrees to provide the State of New Hampshire (hereinafter referred to as the "State") with HVAC Preventative Maintenance and Repair Services in accordance with the bid submission in response to State Request for Bid #2197-20 and as described herein.

2. CONTRACT DOCUMENTS

This Contract consists of the following documents ("Contract Documents"):

a. State of New Hampshire Terms and Conditions, General Provisions Form P-37
b. EXHIBIT A "Scope of Services"
c. EXHIBIT B "Payment Terms"
d. EXHIBIT C "Special Provisions"
e. EXHIBIT D "RFB 2197-20"

In the event of any conflict among the terms or provisions of the documents listed above, the following order of priority shall indicate which documents control: (1) EXHIBIT C "Special Provisions", (2) Form Number P-37, (3) EXHIBIT B "Payment Terms", (4) EXHIBIT A "Scope of Services", and (5) EXHIBIT D "RFB 2197-20".

3. TERM OF CONTRACT

This contract shall commence upon execution by the Commissioner of Administrative Services and shall continue thereafter for a period of approximately three (3) years.

The Contract may be extended for two (2) additional one-year extension terms thereafter upon the same terms, conditions and pricing structure with the approval of the Commissioner of the Department of Administrative Services.

The maximum term of the Contract (including all extensions) cannot exceed five (5) years.

4. SCOPE OF WORK

DEPARTMENT OF SAFETY (1/1/20 – 12/31/22)

1. The Contractor shall provide the Department of Safety with preventative maintenance, repair and emergency services for the Heating, Ventilation and Air Conditioning ("HVAC") equipment and associated devices owned by the State of New Hampshire.

2. The term "preventative maintenance" as used above shall include providing all supervision, materials, equipment, labor and transportation necessary for the successful completion of the work under the terms and conditions contained herein.

3. The Contractor shall provide an annual fall maintenance inspection of the unit heaters as described herein. The maintenance inspection shall include the following services:
   - Brush or vacuum grilles, coils, fan, etc.

Contractor Initials: [illegible]
Date: [illegible]

- Lubricate fan and motor bearings where applicable
- Check belts and sheaves where applicable
- Check/clean drains, pans, condenser pumps
- Check/clean strainers where applicable
- Check steam traps, valves, etc. where applicable
- Check and tighten all electrical connections
- Check all control operations
- Lubricate and adjust dampers and linkages
- Check unit–operating conditions
- Check heat exchanger for leaks where applicable
- Check gas valve and controls where applicable
- Check oil burner and controls where applicable N 8
- Check and tighten electric heater connections
- Check amps/volts where applicable
- Check filters
- Check fan assembly
- Lubricate fan and motor bearings as required
- Check motor volts/amps
- Check/adjust belts and sheaves
- Check burner interlock controls
- Check and tighten all mounting hardware
- Check overall operation
- Check and tighten electrical connections
- Check operating controls
- Check thermometer accuracy
- Check hardware and gaskets
- Check overall operation
- Any other maintenance or component replacement or repair necessary to maintain equipment in accordance with manufacturer's specifications

4. The Contractor shall provide an annual inspection in the spring (March – May) of the air handler systems. Inspections shall include the following:

- Check bearings for wear
- Check fans and fan shafts for proper balance
- Check all belts for proper tension, alignment and wear
- Check all air handling systems for proper flow, operation and control sequence (All related controls are included)
- Clean all heating and cooling coils
- Clean and scrub all condensation pans and check to ensure that pans are pitched correctly for proper drainage
- Biocide tablets will be used in the condensation pans so that the pans are clean and in good working order
- Check all sheaves for proper alignment
- Check and tighten all electrical terminations
- Check contacts for wear
- Check and record motor current against nameplate
- Check all safety controls
- Lubricate motors/bearings where applicable
- Check fan wheels – clean as required
- Check fan scrolls – clean as required

Contractor Initials
Date

- Check fan bearing supports
- Check motor supports
- Check damper operation
- Check damper linkages
- Check motor damper operation
- Inspect and clean condensate pumps where applicable
- Replace air filters (the Contractor shall supply the filters and shall install the filters)
- Check humidifier strainer where applicable
- Check and clean humidifier float assembly
- Check humidifier level controls
- Check and clean humidifier drain/pan
- Check humidifier heating elements
- Check all humidifier controls
- Check and clean outside air intakes
- Check for any unusual noises or vibrations
- Check structural integrity of the unit
- Replace belts annually (Contractor shall include the replacement price in PM)
- Any other maintenance or component replacement or repair necessary to maintain the air handlers in accordance with manufacturer's specifications is included in this agreement.

5. The Contractor shall inspect and complete preventative maintenance on all air conditioning systems annually in the spring (March - May) as required to maintain them in proper operating condition by providing, at a minimum the following services:
   - Check and record volts/amps of compressors
   - Check and record volts/amps of condenser fan motor where applicable
   - Check starter and contact surfaces
   - Check and record operating temperatures
   - Check refrigerant charge (Contractor shall be responsible for the removal and disposal of any used refrigerant)
   - Check moisture indicators and sight glasses
   - Check oil level
   - Check oil contamination
   - Check all belts where applicable
   - Check all safety controls
   - Check superheat and adjustment
   - Check hot gas by-pass controls where applicable
   - Check head pressure controls where applicable
   - Check unloader operation where applicable
   - Check all operating controls
   - Check and tighten all electrical connections
   - Lubricate motors/bearings where applicable
   - Inspect and clean condenser coil
   - Clean and paint rusted areas
   - Check water cooled condenser coil where applicable
   - Check water regulating valve where applicable
   - Check cap tubes/piping for chafing
   - Check crankcase heaters
   - Visually check for oil refrigerant leaks (Contractor shall be responsible for the removal and disposal of any used refrigerant)
   - Check fan wheels - clean as required

Contractor Initials _____
Date _____

- Check fan scrolls - clean as required
- Check fan sheave wear
- Check fan sheave alignment
- Check fan bearing supports
- Check motor supports
- Check damper operation
- Check damper linkages
- Check motor damper operation
- Inspect and clean evaporator coils
- Inspect and clean condensate pans
- Inspect and clean condensate pumps where applicable
- Replace air filters (the Contractor shall supply the filters and install the filters)
- Check humidifier strainer where applicable
- Check and clean humidifier float assembly
- Check humidifier level controls
- Check and clean humidifier drain/pan
- Check humidifier heating elements
- Check all humidifier controls
- Check and clean outside air intakes
- Check for any unusual noises or vibrations
- Check structural integrity of the unit
- Check glycol level if applicable

6. The Contractor shall provide annual fall cleaning and inspections of all heating systems including boilers, furnaces and domestic hot water tanks as described below:
   - Remove all cleaning access panels
   - Wire brush and vacuum all fireside surfaces free of soot
   - Wash coat all refractory; perform patching of refractory as required
   - Replace all gasket(s) as required
   - Reseal boiler access panels
   - Inspect all burners. Adjust spark gap and test pilots
   - Test fire all burners
   - Test all safety devices including but not limited to fire eye controls, pressure relief valves and low water cut offs
   - Test and ensure that all operating controls for the respective heating systems are working properly
   - Collect and properly dispose of all waste products that result from the cleaning or repairs to the above mentioned boilers
   - Any other maintenance or component replacement or repair necessary to maintain the boilers, burners, domestic hot water systems and associated controls in proper working order in accordance with manufacturer's specifications is included in this agreement
   - Replace belts annually. Contractor shall supply belts
   - Filters changed at each PM. Contractor shall supply filters and include in pricing of PM

7. The Contractor shall provide semi-annual inspections of all control systems including all components as described below. These inspections will take place in the spring and fall. The automatic temperature control system services shall consist of, at a minimum, the following services:
   - Calibrate all transmitter receiver gauges and controllers
   - Check all PE switches, solenoid air valves and limit controls

Contractor Initials
Date 4-4-17

- Check all control valves and pilot positioners
- Check operation of all auxiliary devices
- Review HVAC system sequence of operation
- Check all dampers and lubricate
- Check operational sequence of all VAV's, single duct terminal units, CAV's and related preheat, reheat and radiation valves and motors. If equipment is not working notify maintenance mechanics
- Check operational sequence of all cabinet heaters, unit heaters and electric strip heaters
- Check all room thermostats
- Check time clock operation and settings
- Check particle filters and oil filters (change as required)
- Check pressure reducing valve settings
- Check low-pressure safety valve
- Check air dryer refrigerant pressure/temperatures
- Check air dryer drain tap and by pass valves
- Drain air compressor tank and check traps
- Check air compressor oil pressure
- Check air compressor belt and sheaves (change as required). Change air compressor suction filter as required
- Check air compressor unloaders and check valve
- Check air compressor operating controls including PE switch, starter and alternator
- Check air compressor high-pressure safety valve
- Perform any software changes, upgrades and backups as required
- Repair or replace all defective components
- Any other maintenance or component replacement or repair necessary to maintain the control systems in accordance with manufacturer's specifications is included with this agreement

8. The annual preventative maintenance inspections shall be scheduled and completed prior to the heating/cooling season, subject to the approval of the agency contact.

9. The Contractor shall, in performing the services as described herein, utilize mechanics skilled in the service of large water chillers and air conditioning systems that have, at a minimum, obtained a journeyman level of competence.

10. The Contractor shall make service available twenty-four (24) hours per day, seven (7) days per week. The Contractor shall employ a sufficient number of trained mechanics so that calls of any emergency nature can be answered promptly with the mechanic arriving at the job site no later than three (3) hours after the call is entered. If overtime is necessary as a result of late arrival, the State may deduct the additional time over three (3) hours from any overtime payment.

11. Request to repair and/or replace parts shall be approved by the Administrator, Department of Safety or his/her designated representative(s). Materials shall be invoiced not to exceed 10% above contractor's cost. All replacement parts shall be new and of the same quality and brand name as that being replaced. All supplies such as oils and refrigerants shall be as specified by the equipment manufacturer. Substitutions will be permitted only with prior authorization of the Administrator, Department of Safety or his/her designated representative(s).

12. The Contractor shall, after each scheduled or emergency call and before leaving the job site, present a written summary of the work performed and obtain signature thereon from the Administrator, Department of Safety or his/her designated representative(s).

Contractor Initials: _____
Date: 4-29-19

13. The Contractor shall present two (2) copies of a Final Report of work done the previous calendar year. The report may be in a narrative during each month of the contract year. The report shall be submitted to the Agency Contact/Administrator or his/her designated representative(s) on or before January 15th of the following year.

14. The Agency shall:
   a. Provide the Contractor with all pertinent information regarding the requirements for services within two (2) working days of receiving a request for information from the Contractor.
   b. Examine any documents submitted by the Contractor and rendering decisions pertaining thereto promptly to avoid delay in the progress of the Contractor's work.

DEPARTMENT OF TRANSPORTATION (1/1/20 – 12/31/22):

1. The Contractor shall provide the Department of Transportation with preventative maintenance, repair and emergency services for the Heating, Ventilation, and Air Conditioning ("HVAC") equipment and associated devices (see attached equipment lists) owned by the State of New Hampshire.

2. The Bureau of Traffic will start their contract upon execution by the Commissioner of Administrative Services and shall continue thereafter December 31, 2022.

3. The term "preventative maintenance" as used above shall include providing all supervision, materials, equipment, labor and transportation necessary for the successful completion of the work under the terms and conditions contained herein.

4. The Contractor shall provide annual fall cleaning and inspections (September – November) of all heating systems including boilers, furnaces and domestic hot water tanks as described below:
   - Remove all cleaning access panels.
   - Wire brush and vacuum all fireside surfaces free of soot
   - Wash coat all refractory; perform patching of refractory as required
   - Replace all gasketing as required
   - Reseal boiler access panels.
   - Inspect all burners; Adjust spark gap and test pilots.
   - Test fire all burners.
   - Test all safety devices including but not limited to fire eye controls, pressure relief valves and low water cut offs.
   - Test and ensure that all operating controls for the respective heating systems are working properly.
   - Collect and properly dispose of all waste products that result from the cleaning or repairs to the above mentioned boilers.
   - For the below noted registered boilers, the Contractor shall measure CO and O_2 levels in exhaust, before and after tune-up, consistent with 40 CFR Part 63 Subpart as well as efficiency test results. The Contractor shall provide the tune-up record to the Agency Contact or designee in order for the State to certify the facility has complied with the tune up requirements for boiler(s).

   a. District 2: New London 214 Patrol Shed, Boderus G315 Boiler
   b. District 5: Chester 513 Patrol Shed, 2004 Viessman Oil Fired Boiler
      Manchester 527 Patrol Shed, Smith Oil Fired Boiler

Contractor Initials
Date 9-4-22

District 5 Office, Knight/Lockinvair Boiler
Salem 514 Patrol Shed, HTP Elite FT High Efficiency Propane Fire Tube Heating Boiler
Warner 526 Patrol Shed, Westcast Inc.
Derry 528 Patrol Shed, Viessmann Propane Fired Boiler
c. District 6: Newfields 609 Patrol Shed, Bard Oil Fired Boiler

5. The Contractor shall provide an annual fall maintenance inspection of the unit heaters as described herein. The maintenance inspection shall include the following services:
- Brush or vacuum grilles, coils, fan, etc.
- Lubricate fan and motor bearings where applicable.
- Check belts and sheaves where applicable.
- Check steam traps, valves, etc. where applicable.
- Check and tighten all electrical connections.
- Check all control operations.
- Lubricate and adjust dampers and linkages.
- Check heat exchanger for leaks where applicable.
- Check gas valve and controls where applicable.
- Check oil burner and controls where applicable.
- Check and tighten electric heater connections.
- Check amps/volts where applicable.
- Check filters.
- Check fan assembly.
- Check and tighten all mounting hardware.
- Check overall operation.
- Check hardware and gaskets.

6. The Contractor shall provide inspections and cleaning of the air handler systems:
a. Bureau of Traffic, Districts 3, 4 and 5 require semi-annual inspections in the spring (March – May) and fall (September – November).
b. District 6 requires inspection and cleaning to be completed in the fall (October – November) except Rest Areas.
c. District 2 requires inspections be completed in the spring (March – May) except Rest Areas.

Air Handler System Inspections and cleaning shall include the following:
- Check bearings for wear.
- Check fans and fan shafts for proper balance.
- Check all belts for proper tension, alignment and wear.
- Check all air systems for proper flow, operation and control sequence **(all related controls are included)**.
- Clean all heating and cooling coils.
- Clean and scrub all condensation pans and check to make sure that pans are pitched correctly for proper drainage.
- Biocide tablets will be used in the condensation pans so that the pans are clean and in good working order.
- Check all sheaves for proper alignment.
- Check and tighten all electrical terminations.
- Check contacts for wear.
- Check and record motor current against nameplate.
- Check all safety controls.

Contractor Initials: _____
Date: _____

- Lubricate motors/bearings where applicable
- Check fan wheels - clean as required
- Check fan scrolls - clean as required
- Check fan bearing supports
- Check motor supports
- Check damper operation
- Check damper linkages
- Check motor damper operation
- Inspect and clean condensate pumps where applicable
- Replace air filters
  i. Air Filters shall be provided by the Contractor. Filters must meet or exceed existing filters for efficiency and quality. Filters are to be replaced on the following schedule:
     - Quarterly for District 4
     - Semi-annually for Bureau of Traffic and District 5
     - Annually for Districts 2, 3, 6
- Check and clean outside air intakes
- Check for any unusual noises or vibrations
- Check structural integrity of the unit
- Check humidifier strainer where applicable
- Check and clean humidifier drain/pan
- Check and clean humidifier float assembly
- Check humidifier level controls
- Check humidifier heating elements
- Check all humidifier controls
- Clean all air ducts

7. Contractor shall inspect and complete preventative maintenance on the air conditioning systems (for **District 6** this applies ***only*** to the 271 Main Street, Durham location), annually in the spring (March – May) as required to maintain them in proper operating condition by providing, at a minimum, the following services:

- Check and record volts/amps of compressors
- Check and record volts/amps of condenser fan motor where applicable
- Check starter and contact surfaces
- Check and record operating temperatures
- Check refrigerant charge (Contractor shall be responsible for the removal and disposal of any used refrigerant)
- Check moisture indicators and sight glasses
- Check oil level
- Check oil contamination
- Check all belts where applicable
- Check all safety controls
- Check superheat and adjustment
- Check hot gas by pass controls where applicable
- Check head pressure controls where applicable
- Check unloader operation where applicable
- Check all operating controls
- Check and tighten all electrical connections
- Lubricate motors/bearings where applicable
- Inspect and clean condenser coil
- Clean and paint rusted areas

Contractor Initials
Date 9-4-19

- Check water cooled condenser coil where applicable
- Check water regulating valve where applicable
- Check cap tubes/piping for chafing
- Check crankcase heaters
- Visual check for oil refrigerant leaks (Contractor shall be responsible for the removal and disposal of used refrigerant)
- Check fan wheels - clean as required
- Check fan scrolls - clean as required
- Check fan sheave wear
- Check fan sheave alignment
- Check fan bearing supports
- Check motor supports
- Check damper operation
- Check damper linkages
- Check motor damper operation
- Inspect and clean evaporator coils
- Inspect and clean condensate pans
- Inspect and clean condensate pumps where applicable
- Replace air filters.
  - Air Filters shall be provided by the Contractor. Filters must meet or exceed existing filters for efficiency and quality. Filters are to be replaced on the following schedule:
    - Quarterly for District 4
    - Semi-annually for Bureau of Traffic and District 5
    - Annually for Districts 2, 3, 6
- Check and clean outside air intakes
- Check for any unusual noises or vibrations
- Check structural integrity of the unit
- Check glycol level if applicable

8. The annual preventative maintenance inspections shall be scheduled and completed prior to the heating/cooling season subject to the approval of the District Administrators, Department of Transportation Bureau of Traffic or Bureau Chief or his/her designated representative. The Bureau of Traffic's shall commence upon award.

9. The Contractor shall in performing the services as described herein, utilize mechanics skilled in the service of large water chillers and air conditioning systems that have obtained a "journeyman" level of competence.

10. The Contractor shall make service available twenty-four (24) hours per day, seven (7) days per week. The Contractor shall employ a sufficient number of trained mechanics so that calls of any emergency nature can be answered promptly, with the mechanic arriving at the job site no later than three (3) hours after the call is entered. If overtime is necessary as a result of late arrival, the State may deduct the additional time, over three (3) hours from any overtime payment.

11. Request to repair and/or replace parts shall be approved by the District Administrator or his/her designated representative or the Bureau of Traffic. Materials shall be invoiced not to exceed 10% above Contractor's cost. All replacement parts shall be new and of the same quality and brand name as that being replaced. All supplies such as oils and refrigerants shall be as specified by the equipment manufacturer. Substitutions will be permitted only with prior authorization of the applicable District Administrators, Department of Transportation, or Bureau Chief, or his/her

Contractor Initials: _____
Date _____

designated representative.

12. The Contractor shall, after each scheduled or emergency call and before leaving the job site, present a written summary of the work performed and obtain signature thereon from the District Administrators, Department of Transportation, or Bureau Chief, or his/her designated representative.

13. The Contractor shall present two (2) copies of a Final Report for each District and the Bureau of Traffic of work done the previous calendar year. The reports may be in a narrative during each month of the contract year. The reports shall be submitted on or before January 15 of the following year. The reports shall be submitted to the District Administrators, Department of Transportation, or his/her designated representative.

14. The above-referenced District Administrators & Department of Transportation shall:
   a. Provide the Contractor with all pertinent information regarding the requirements for services within two (2) working days of receiving a request for information from the Contractor.
   b. Examine any documents submitted by the Contractor and rendering decisions pertaining thereto promptly to avoid delay in the progress of the Contractor's work.

15. If applicable, as determined by the District or Bureau Chief, the Contractor (to include each employee and any approved sub-contractor(s) working in a state office or externally with the State's records) shall be required to sign the State of New Hampshire's Confidentiality Form and Criminal Record Authorization Form. Prior to placing an individual in a State facility, all prospective personnel must receive clearance from the NH Department of Safety, Division of State Police, Criminal Bureau. Said clearance shall be obtained by submitting a Criminal Record Release Authorization Form on behalf of all personnel/employees and sub-contractor(s) to the Requesting Agency.

DEPARTMENT OF BUSINESS AND ECONOMIC AFFAIRS - DIVISION OF TRAVEL & TOURISM DEVELOPMENT (REST AREAS/WELCOME CENTERS) (1/1/20 – 12/31/22)

1. The Contractor shall provide the Department of Business and Economic Affairs, Division of Travel & Tourism Development with preventative maintenance, repair and emergency services for the Heating, Ventilation, and Air Conditioning ("HVAC") equipment and associated devices owned by the State of New Hampshire.

2. The term "preventative maintenance" as used above shall include providing all supervision, materials, equipment, labor and transportation necessary for the successful completion of the work under the terms and conditions contained herein.

3. The Contractor shall provide annual fall cleaning and inspections (October – November) of all heating systems including boilers, furnaces and domestic hot water tanks as described below:
   - Remove all cleaning access panels
   - Wire brush and vacuum all fireside surfaces free of soot
   - Wash coat all refractory; perform patching of refractory as required
   - Replace all gasketing as required
   - Reseal boiler access panels
   - Inspect all burners; Adjust spark gap and test pilots
   - Test-fire all burners

Contractor Initials: [illegible]
Date: 19/5/19

- Test all safety devices including but not limited to fire eye controls pressure relief valves and low water cut offs.
- Test and ensure that all operating controls for the respective heating systems are working properly.
- Collect and properly dispose of all waste products that result from the cleaning or repairs to the above mentioned boilers.

4. The Contractor shall provide an annual fall maintenance inspection of the unit heaters as described herein. The maintenance inspection shall include the following services:
   - Brush or vacuum grilles, coils, fan, etc.
   - Lubricate fan and motor bearings where applicable
   - Check belts and sheaves where applicable
   - Check steam traps, valves, etc. where applicable
   - Check and tighten all electrical connections
   - Check all control operations
   - Lubricate and adjust dampers and linkages
   - Check heat exchanger for leaks where applicable
   - Check gas valve and controls where applicable
   - Check oil burner and controls where applicable
   - Check and tighten electric heater connections
   - Check amps/volts where applicable
   - Check filters
   - Check fan assembly
   - Check and tighten all mounting hardware
   - Check overall operation
   - Check hardware and gaskets

5. The Contractor shall provide inspections and cleaning of the air handler systems:
   - All Rest Areas/Welcome Centers require semi-annual inspections in the spring (March – May) and fall (October – November)

Air Handler System Inspections and cleaning shall include the following:
- Check bearings for wear
- Check fans and fan shafts for proper balance
- Check all belts for proper tension, alignment and wear
- Check all air systems for proper flow, operation and control sequence. **(all related controls are included)**
- Clean all heating and cooling coils
- Clean and scrub all condensation pans and check to make sure that pans are pitched correctly for proper drainage
- Biocide tablets will be used in the condensation pans so that the pans are clean and in good working order
- Check all sheaves for proper alignment
- Check and tighten all electrical terminations
- Check contacts for wear
- Check and record motor current against nameplate
- Check all safety controls
- Lubricate motors/bearings where applicable
- Check fan wheels - clean as required
- Check fan scrolls - clean as required

Contractor Initials: _____
Date: 9-4-19

- Check fan bearing supports
- Check motor supports
- Check damper operation
- Check damper linkages
- Check motor damper operation
- Inspect and clean condensate pumps where applicable
- Replace air filters
  - Air Filters shall be provided by the Contractor. Filters must meet or exceed existing filters for efficiency and quality. Filters are to be replaced on the following schedule:
    - Quarterly for all Rest Areas/Welcome Centers
- Check and clean outside air intakes
- Check for any unusual noises or vibrations
- Check structural integrity of the unit
- Check humidifier strainer where applicable
- Check and clean humidifier drain/pan
- Check and clean humidifier float assembly
- Check humidifier level controls
- Check humidifier heating elements
- Check all humidifier controls
- Clean all air ducts

6. Contractor shall inspect and complete preventative maintenance on the air conditioning systems annually in the spring (March – May) as required to maintain them in proper operating condition by providing, at a minimum, the following services:
   - Check and record volts/amps of compressors
   - Check and record volts/amps of condenser fan motor where applicable
   - Check starter and contact surfaces
   - Check and record operating temperatures
   - Check refrigerant charge (Contractor shall be responsible for the removal and disposal of any used refrigerant)
   - Check moisture indicators and sight glasses
   - Check oil level
   - Check oil contamination
   - Check all belts where applicable
   - Check all safety controls
   - Check superheat and adjustment
   - Check hot gas by pass controls where applicable
   - Check head pressure controls where applicable

7. Check unloader operation where applicable
   - Check all operating controls
   - Check and tighten all electrical connections
   - Lubricate motors/bearings where applicable
   - Inspect and clean condenser coil
   - Clean and paint rusted areas
   - Check water cooled condenser coil where applicable
   - Check water regulating valve where applicable
   - Check cap tubes/piping for chafing
   - Check crankcase heaters

Contractor Initials
Date 4/23/19

- Visual check for oil refrigerant leaks (Contractor shall be responsible for the removal and disposal of used refrigerant)
- Check fan wheels - clean as required
- Check fan scrolls - clean as required
- Check fan sheave wear
- Check fan sheave alignment
- Check fan bearing supports
- Check motor supports
- Check damper operation
- Check damper linkages
- Check motor damper operation
- Inspect and clean evaporator coils
- Inspect and clean condensate pans
- Inspect and clean condensate pumps where applicable
- Replace air filters
  - Air Filters shall be provided by the Contractor. Filters must meet or exceed existing filters for efficiency and quality. Filters are to be replaced on the following schedule:
  - Quarterly for all Rest Areas/Welcome Centers
- Check and clean outside air intakes
- Check for any unusual noises or vibrations
- Check structural integrity of the unit
- Check glycol level if applicable

8. All units will need a service tag with the name of the Contractor and will need to be signed and dated by the Contractor when services/repairs are done.

9. The annual preventative maintenance inspections shall be scheduled and completed prior to the heating/cooling season, subject to the approval of Department of Business & Economic Affairs - Division of Travel and Tourism Development or his/her designated representative.

10. The Contractor shall, in performing the services as described herein, utilize mechanics skilled in the service of large water chillers and air conditioning systems that have obtained a "journeyman" level of competence.

11. The Contractor shall make service available twenty-four (24) hours per day, seven (7) days per week. The Contractor shall employ a sufficient number of trained mechanics so that calls of any emergency nature can be answered promptly with the mechanic arriving at the job site no later than three (3) hours after the call is entered. If overtime is necessary as a result of late arrival, the State may deduct the additional time over three (3) hours from any overtime payment.

12. Request to repair and/or replace parts shall be approved by the District Administrator or his/her designated representative. Materials shall be invoiced not to exceed 10% above Contractor's cost. All replacement parts shall be new and of the same quality and brand name as that being replaced. All supplies, such as oils and refrigerants shall be as specified by the equipment manufacturer. Substitutions will be permitted only with prior authorization of the applicable Department of Business & Economic Affairs - Division of Travel and Tourism Development or his/her designated representative.

13. The Contractor shall, after each scheduled or emergency call and before leaving the job site, present a written summary of the work performed and obtain signature thereon from Department

Contractor Initials _____
Date 4-4-19

of Business & Economic Affairs - Division of Travel and Tourism Development or his/her designated representative.

14. The Contractor shall present two (2) copies of a Final Report for each District of work done the previous calendar year. The reports may be in a narrative during each month of the contract year. The reports shall be submitted on or before January 15 of the following year. The reports shall be submitted to Department of Business & Economic Affairs - Division of Travel and Tourism Development or his/her designated representative.

15. The above referenced Department of Business & Economic Affairs - Division of Travel and Tourism Development shall:
   c. Provide the Contractor with all pertinent information regarding the requirements for services within two (2) working days of receiving a request for information from the Contractor.
   d. Examine any documents submitted by the Contractor and rendering decisions pertaining thereto promptly to avoid delay in the progress of the Contractor's work.

16. If applicable, as determined by the District or Bureau Chief, the Contractor (to include each employee and any approved sub-contractor(s) working in a state office or externally with the State's records) shall be required to sign the State of New Hampshire's Confidentiality Form and Criminal Record Authorization Form. Prior to placing an individual in a State facility, all prospective personnel must receive clearance from the NH Department of Safety, Division of State Police, Criminal Bureau. Said clearance shall be obtained by submitting a Criminal Record Release Authorization Form on behalf of all personnel/employees and sub-contractor(s) to the Requesting Agency.

ADJUTANT GENERAL'S DEPARTMENT INCLUDING PEMBROKE RTI, NORTH LOCATIONS, JFHQ#1 (1/1/20 – 12/31/22)

1. The Contractor shall provide the Adjutant General's Department with "preventative maintenance" and emergency services for the Heating, Ventilation and Air Conditioning ("HVAC") equipment and associated devices.

2. The term "preventative maintenance" as used above shall include providing all supervision, materials, equipment, labor and transportation necessary for the successful completion of the work under the terms and conditions contained herein.

3. The Contractor shall provide an annual fall cleaning and inspections of all heating systems including boilers, furnaces and domestic hot water tanks as described below:
   - Remove all cleaning access panels.
   - Wire brush and vacuum all fireside surfaces free of soot.
   - Wash coat all refractory; perform patching of refractory as required.
   - Replace all gasketing as required.
   - Reseal boiler access panels.
   - Inspect all burners. Adjust spark gap and test pilots.
   - Test fire all burners.
   - Test all safety devices including but not limited to fire eye controls, pressure relief valves and low water cut offs.
   - Test and ensure that all operating controls for the respective heating systems are working properly.

Contractor Initials [illegible]
Date 4-24-19

- Collect and properly dispose of all waste products that result from the cleaning or repairs to the above mentioned boilers.

For the AASF Facility, the cooling and heating systems glycol shall be inspected annually in the fall (September – November) for PH and other properties needed to provide correct temperature protection and distribution to 10 degrees below zero (report findings and provide recommendations to Plant Maintenance Engineer or his designated representative). All materials to be provided must meet original specifications. All waste materials are to be disposed of according to State and Federal laws.

4. The Contractor shall provide an annual fall maintenance inspection of the unit heaters, radiant heat panels, baseboards, make-up air units, infrared heaters and cabinet heaters as described herein. The maintenance inspection shall include the following services:
   - Brush or vacuum grilles, coils, fans, baseboards, fin tubes, etc.
   - Lubricate fan and motor bearings where applicable
   - Check belts and sheaves where applicable
   - Check steam traps, valves, etc. where applicable
   - Check and tighten all electrical connections
   - Check all control operations
   - Lubricate and adjust dampers and linkages
   - Check heat exchanger for leaks where applicable
   - Check gas valve and controls where applicable
   - Check oil burner and controls where applicable
   - Check and tighten electric heater connections
   - Check amps/volts where applicable
   - Check filters
   - Check fan assembly
   - Check and tighten all mounting hardware
   - Check overall operation
   - Check hardware and gaskets.

   NOTE: AASF Facility: The Contractor shall provide a semi-annual inspection in the spring (March – May) and fall (September – November) of the unit heaters (Make-up heaters Jackson/Church) as identified.

5. The Contractor shall provide an annual maintenance inspection of the exhaust fans in the fall (September – November) as described herein. The maintenance inspection shall include the following services:
   - Brush, vacuum or clean grills, coils and fans
   - Lubricate fan and motor bearings where applicable
   - Check belts and sheaves where applicable
   - Check and tighten all electrical connections
   - Check all control operations
   - Lubricate and adjust any dampers or linkages
   - Check amps/volts where applicable
   - Check fan assembly
   - Check and tighten all mounting hardware
   - Check overall operation

6. The Contractor shall provide an annual inspection in the spring (March – May) of the air handler

Contractor Initials [illegible]
Date 4-24-19

systems. Inspections shall include the following:

- Check bearings for wear
- Checking fans and fan shafts for proper balance
- Checking all belts for proper tension, alignment and wear
- Checking all air handling systems for proper flow, operation and control sequence. All related controls are included.
- Clean all heating and cooling coils
- Clean and scrub all condensation pans and check to make sure that pans are pitched correctly for proper drainage
- Biocide tablets will be used in the condensation pans so that the pans are clean and in good working order
- Check all sheaves for proper alignment
- Check and tighten all electrical terminations
- Check contacts for wear
- Check and record motor current against nameplate
- Check all safety controls
- Lubricate motors/bearings where applicable
- Check fan wheels - clean as required
- Check fan scrolls - clean as required
- Check fan bearing supports
- Check motor supports
- Check damper operation
- Check damper linkages
- Check motor damper operation
- Inspect and clean condensate pumps where applicable
- Replace air filters **(Contractor shall provide filters. Filters to meet or exceed existing filters for efficiency and quality)**
- Check humidifier strainer where applicable
- Check and clean humidifier float assembly
- Check humidifier level controls
- Check and clean humidifier drain/pan
- Check humidifier heating elements
- Check all humidifier controls
- Check and clean outside air intakes
- Check for any unusual noises or vibrations
- Check structural integrity of the unit

7. The Contractor shall inspect and complete preventative maintenance on all air conditioning and chiller systems annually in the spring (March- May), as required to maintain them in proper operating condition by providing, at a minimum the following services:

- Check and record volts/amps of compressors
- Check and record volts/amps of condenser fan motor where applicable
- Check starter and contact surfaces
- Check and record operating temperatures
- Check refrigerant charge (Contractor shall be responsible for the removal and disposal of any used refrigerant)
- Check moisture indicators and sight glasses
- Check oil level
- Check oil contamination
- Check all belts where applicable

Contractor Initials: [illegible]
Date: 9-4-17

- Check all safety controls
- Check superheat and adjustment
- Check hot gas by pass controls where applicable
- Check head pressure controls where applicable
- Check unloader operation where applicable
- Check all operating controls
- Check and tighten all electrical connections
- Lubricate motors/bearings where applicable
- Inspect and clean condenser coil
- Clean and paint rusted areas
- Check water cooled condenser coil where applicable
- Check water regulating valve where applicable
- Check cap tubes/piping for chafing
- Check crankcase heaters
- Visual check for oil refrigerant leaks (Contractor shall be responsible for the removal and disposal of any used refrigerant)
- Check fan wheels - clean as required
- Check fan scrolls - clean as required
- Check fan sheave wear
- Check fan sheave alignment
- Check fan bearing supports
- Check motor supports
- Check damper operation
- Check damper linkages
- Check motor damper operation
- Inspect and clean evaporator coils
- Inspect and clean condensate pans
- Inspect and clean condensate pumps where applicable
- Replace air filters (Contractor shall provide filters. Air filters to meet or exceed existing filters for efficiency and quality)
- Check humidifier strainer where applicable
- Check and clean humidifier float assembly
- Check humidifier level controls
- Check and clean humidifier drain/pan
- Check humidifier heating elements
- Check all humidifier controls
- Check and clean outside air intakes
- Check for any unusual noises or vibrations
- Check structural integrity of the unit
- Check glycol level if applicable

NOTE: Liebert Air Conditioning Systems The Contractor shall provide a <u>semi-annual inspection in the spring (March – May) and fall (September – November)</u> of the Liebert Air Conditioning Systems identified for:

- USPFO Building A SMR (Concord)
- Building H SMR (Concord) facilities
- Manchester RC (Manchester)

8. The Contractor shall maintain all digital control systems and associated devices on a semi-annual basis, spring (March-May) and fall (Sept-Nov) as required to maintain them in proper operating condition by providing, at a minimum the following services:

Contractor Initials _____
Date 9-9-15

- Review system for proper operation, verify that all associated devices start and stop properly, check that set points are maintained, and verify scheduling
- Check operational sequence of all VAV's and related preheat, reheat and radiation valves and motors.
- Check operational sequence of all cabinet heaters, unit heaters and electric strip heaters.
- Test and calibrate all devices including but not limited to thermostats, actuators, controls, dampers, valves, variable air volume devices
- Make back-up copies of software configurations and operating system. Provide customer with access to most recent copy.
- Check and record and system abnormalities or deficiencies

9. The Contractor shall provide a semi-annual inspection in the spring (March – May) and fall (September – November) of the pneumatic control systems including all components as described below. The automatic temperature control system services shall consist, at a minimum, the following services:
- Calibrate all transmitter receiver gauges and controllers
- Check all PE switches, solenoid air valves and limit controls
- Check all control valves and pilot positioners
- Check operation of all auxiliary devices
- Review HVAC system sequence of operation.
- Check all dampers and lubricate
- Check operational sequence of all VAV's, CAV's and related preheat, reheat and radiation valves and motors, if equipment is not working notify maintenance mechanics
- Check operational sequence of all cabinet heaters, unit heaters and electric strip heaters.
- Check all room thermostats
- Check time clock operation and settings.
- Check particle filters and oil filters (change as required).
- Check pressure reducing valve settings
- Check low-pressure safety valve
- Check air dryer refrigerant pressure/temperatures
- Check air dryer drain tap and by pass valves.
- Drain air compressor tank and check traps.
- Check air compressor oil pressure
- Check air compressor belt and sheaves (change as required). Change air compressor suction filter as required.
- Check air compressor unloaders and check valve
- Check air compressor operating controls including PE switch, starter and alternator.
- Check air compressor high-pressure safety valve
- Repair or replace all defective components

10. The Contractor shall inspect all condenser water, and chilled water pumps as well as any glycol pumps annually in the spring (March- May). In addition, the Contractor shall inspect all forced hot water pumps and circulators in the fall (September - November) as required to maintain them in proper operating condition by providing, at a minimum, the following services:
- Inspect electrical connections and contactors
- Check couplings for alignment and wear and realign or replace when necessary.
- Lubricate all bearings.
- Check packing and adjust if necessary
- Clean strainers.
- Check impeller and wearing rings

Contractor Initials: [illegible]
Date 9-4-19

- Check for any bearing wear
- Check gaskets.
- Check for proper operation
- Check for any improper vibration or noise
- Tighten all nuts and bolts
- Check and tighten all electrical terminations.
- Check contacts for wear
- Check and record motor current against nameplate
- Check motor mounts and vibrator pads.

11. The annual preventative maintenance inspections shall be scheduled and completed prior to the heating/cooling season, subject to the approval of Paul Annis, Plant Maintenance Engineer, Adjutant General's Department, or his designated representative Michael Jean, Maintenance Technician.

12. The Contractor shall, in performing the services as described herein, utilize mechanics skilled in the service of large water chillers and air conditioning systems that have obtained a "journeyman" level of competence. Further, the Contractor shall maintain all necessary certifications and/or licensing as required by state and/or federal law (e.g. Gas Fitter's License for all persons engaged in the installation, servicing and/or repair of gas fired appliances; EPA Certification for CFC (chlorofluorocarbons) Recovery).

13. The Contractor shall make service available twenty-four (24) hours per day, seven (7) days per week. The Contractor shall employ a sufficient number of trained mechanics so that calls of any emergency nature can be answered promptly with the mechanic arriving at the job site no later than three (3) hours after the call is entered. If overtime is necessary as a result of late arrival, the State may deduct the additional time, over three (3) hours from any overtime payment.

14. Request to repair and/or replace parts shall be approved by Paul Annis, Plant Maintenance Engineer, Adjutant General's Department, or his designated representative Michael Jean, Maintenance Technician. Materials shall be invoiced not to exceed 10% above contractor's cost. All replacement parts shall be new and of the same quality and brand name as that being replaced. All supplies such as oils and refrigerants shall be as specified by the equipment manufacturer. Substitutions will be permitted only with prior authorization of Paul Annis, Plant Maintenance Engineer, Adjutant General's Department, or his designated representative Michael Jean, Maintenance Technician.

15. The Contractor shall, after each scheduled or emergency call and before leaving the job site, present a written summary of the work performed and obtain signature thereon from Paul Annis, Plant Maintenance Engineer, or his designated representative Michael Jean, Maintenance Technician - Adjutant General's Department.

16. The Contractor shall present two (2) copies of a Final Report of work done the previous calendar year. The report may be in a narrative during each month of the contract year. The report shall be submitted to the Paul Annis, Plant Maintenance Engineer, or his designated representative Michael Jane, Maintenance Technician - Adjutant General's Department, on or before January 15 of the following year.

17. Paul Annis, Plant Maintenance Engineer, Adjutant General's Department, or his designated representative Michael Jean, Maintenance Technician shall:
    a. Provide the Contractor with all pertinent information regarding the requirements within two (2)

Contractor Initials _____
Date 9-4-19

working days of receiving a request for information from the Contractor.

b. Examine any documents submitted by the Contractor and rendering decisions pertaining thereto promptly to avoid delay in the progress of the Contractor's work.

18. If applicable, as determined by the Adjutant General's Department, the Contractor (to include each employee and any approved sub-contractor(s) working in a state office or externally with the State's records), shall be required to sign the State of New Hampshire's Confidentiality Form and Criminal Record Authorization Form. Prior to placing an individual in a State facility, all prospective personnel must receive clearance from the NH Department of Safety, Division of State Police, Criminal Bureau. Said clearance shall be obtained by submitting a Criminal Record Release Authorization Form on behalf of all personnel/employees and sub-contractor(s) to the Requesting Agency.

ADJUTANT GENERAL'S DEPARTMENT, NORTH LOCATIONS (1/1/20 – 12/31/22)

1. The Contractor shall provide the Adjutant General's Department with "preventative maintenance" and emergency services for the Heating, Ventilation, and Air Conditioning ("HVAC") equipment and associated devices owned by the State of New Hampshire, Adjutant General's Department.

2. The term "preventative maintenance" as used above shall include providing all supervision, materials, equipment, labor and transportation necessary for the successful completion of the work under the terms and conditions contained herein.

3. The Contractor shall provide an annual fall cleaning and inspections of all heating systems including boilers and domestic hot water tanks as described below:
   - Remove all cleaning access panels.
   - Wire brush and vacuum all fireside surfaces free of soot.
   - Wash coat all refractory; perform patching of refractory as required.
   - Replace all gasketing as required.
   - Reseal boiler access panels.
   - Inspect all burners; Adjust spark gap and test pilots.
   - Test fire all burners.
   - Test all safety devices including but not limited to fire eye controls, pressure relief valves and low water cut offs.
   - Test and ensure that all operating controls for the respective heating systems are working properly.
   - Collect and properly dispose of all waste products that result from the cleaning or repairs to the above mentioned boilers.
   - Any other maintenance or component replacement or repair necessary to maintain the boilers, burners, domestic hot water systems and associated controls in proper working order in accordance with manufacturer's specifications is included in this agreement.

4. The Contractor shall provide an annual maintenance inspection of the unit heaters as described herein. The maintenance inspection shall include the following services:
   - Brush or vacuum grilles, coils, fan, etc.
   - Lubricate fan and motor bearings where applicable.
   - Check belts and sheaves where applicable.
   - Check steam traps, valves, etc. where applicable.
   - Check and tighten all electrical connections.

Contractor Initials TM
Date 9-9-19

- Check all control operations
- Lubricate and adjust dampers and linkages
- Check heat exchanger for leaks where applicable
- Check gas valve and controls where applicable
- Check oil burner and controls where applicable
- Check and tighten electric heater connections
- Check amps/volts where applicable
- Check filters
- Check fan assembly
- Check and tighten all mounting hardware
- Check overall operation
- Check hardware and gaskets

5. Air handler systems shall be inspected annually in the spring (March-May). Inspections shall include the following:
   - Check bearings for wear
   - Checking fans and fan shafts for proper balance
   - Checking all belts for proper tension, alignment and wear
   - Checking all air handling systems for proper flow, operation and control sequence. All related controls are included.
   - Clean all heating and cooling coils
   - Clean and scrub all condensation pans and check to make sure that pans are pitched correctly for proper drainage
   - Biocide tablets will be used in the condensation pans so that the pans are clean and in good working order
   - Check all sheaves for proper alignment
   - Check and tighten all electrical terminations
   - Check contacts for wear
   - Check and record motor current against nameplate
   - Check all safety controls
   - Lubricate motors/bearings where applicable
   - Check fan wheels - clean as required
   - Check fan scrolls - clean as required
   - Check fan bearing supports
   - Check motor supports
   - Check damper operation
   - Check damper linkages
   - Check motor damper operation
   - Inspect and clean condensate pumps where applicable
   - Replace air filters **(Contractor shall provide filters. Filters to meet or exceed existing filters for efficiency and quality)**
   - Check and clean outside air intakes
   - Check for any unusual noises or vibrations
   - Check structural integrity of the unit
   - Any other maintenance or component replacement or repair necessary to maintain the air handlers in accordance with manufacturer's specifications is included in this agreement.

6. The Contractor shall provide an annual maintenance inspection of the exhaust fans in the fall (September - November) as described herein. The maintenance inspection shall include the following services:

Contractor Initials [illegible]
Date 9-4-17

- Brush, vacuum or clean grills, coils and fans
- Lubricate fan and motor bearings where applicable
- Check belts and sheaves where applicable
- Check and tighten all electrical connections
- Check all control operations
- Lubricate and adjust any dampers or linkages
- Check amps/volts where applicable
- Check fan assembly
- Check and tighten all mounting hardware
- Check overall operation.

7. In addition to the services described herein, the Contractor shall inspect and complete preventative maintenance on all air conditioning systems in the spring (March- May) as required to maintain them in proper operating condition by providing at a minimum the following services:
- Check and record volts/amps of compressors
- Check and record volts/amps of condenser fan motor where applicable
- Check starter and contact surfaces
- Check and record operating temperatures
- Check refrigerant charge (Contractor shall be responsible for the removal and disposal of any used refrigerant)
- Check moisture indicators and sight glasses
- Check oil level
- Check oil contamination
- Check all belts where applicable
- Check all safety controls
- Check superheat and adjustment
- Check hot gas by pass controls where applicable
- Check head pressure controls where applicable
- Check unloader operation where applicable
- Check all operating controls
- Check and tighten all electrical connections
- Lubricate motors/bearings where applicable
- Inspect and clean condenser coil
- Clean and paint rusted areas
- Check water cooled condenser coil where applicable
- Check water regulating valve where applicable
- Check cap tubes/piping for chafing
- Check crankcase heaters
- Visual check for oil refrigerant leaks (Contractor shall be responsible for the removal and disposal of used refrigerant)
- Check fan wheels - clean as required
- Check fan scrolls - clean as required
- Check fan sheave wear
- Check fan sheave alignment
- Check fan bearing supports
- Check motor supports
- Check damper operation
- Check damper linkages
- Check motor damper operation
- Inspect and clean evaporator coils
- Inspect and clean condensate pans

Contractor Initials _____
Date 4-5-19

- Inspect and clean condensate pumps where applicable
- Replace air filters (**Contractor shall provide filters. Air filters to meet or exceed existing filters for efficiency and quality**)
- Check and clean outside air intakes
- Check for any unusual noises or vibrations
- Check structural integrity of the unit
- Check glycol level if applicable

8. In addition to the services described herein, the Contractor shall maintain all digital control systems and associated devices on a semi-annual basis; spring (March-May) and fall (Sept-Nov) as required to maintain them in proper operating condition by providing, at a minimum the following services:
   - Review system for proper operation, verify that all associated devices start and stop properly, check that set points are maintained, and verify scheduling
   - Check operational sequence of all VAV's, and related preheat, reheat and radiation valves and motors
   - Check operational sequence of all cabinet heaters, unit heaters and electric strip heaters
   - Test and calibrate all devices including but not limited to thermostats, actuators, controls, dampers, valves, variable air volume devices
   - Make back-up copies of software configurations and operating system. Provide customer with access to most recent copy
   - Check and record and system abnormalities or deficiencies

9. In addition to the services described herein, the Contractor shall inspect all condenser water and chilled water pumps as well as any glycol pumps in the spring (March - May). In addition, the Contractor shall inspect all forced hot water pumps and circulator in the fall (September - November) as required to maintain them in proper operating condition by providing, at a minimum, the following services:
   - Inspect electrical connections and contactors
   - Check couplings for alignment and wear and realign or replace when necessary
   - Lubricate all bearings
   - Check packing and adjust if necessary
   - Clean strainers
   - Check impeller and wearing rings
   - Check for any bearing wear
   - Check gaskets
   - Check for proper operation
   - Check for any improper vibration or noise
   - Tighten all nuts and bolts
   - Check and tighten all electrical terminations
   - Check contacts for wear
   - Check and record motor current against nameplate
   - Check motor mounts and vibrator pads

10. The annual preventative maintenance inspections shall be scheduled and completed prior to the heating/cooling season, subject to the approval of Paul Annis, Plant Maintenance Engineer, Adjutant General's Department, or his designated representative Michael Jean, Maintenance Technician.

Contractor Initials MM
Date 4-27-11

11. The Contractor shall, in performing the services as described herein utilize mechanics skilled in the service of large water chillers and air conditioning systems that have obtained a "journeyman" level of competence. Further, the Contractor shall maintain all necessary certifications and/or licensing as required by state and or federal law (e.g. NH Gas Fitter's License for all persons engaged in the installation, servicing and/or repair of gas fired appliances; EPA Certification for CFC (chlorofluorocarbons) Recovery).

12. The Contractor shall make service available twenty-four (24) hours per day, seven (7) days per week. The Contractor shall employ a sufficient number of trained mechanics so that calls of any emergency nature can be answered promptly with the mechanic arriving at the job site no later than three (3) hours after the call is entered. If overtime is necessary as a result of late arrival, the State may deduct the additional time, over three (3) hours from any overtime payment.

13. Request to repair and/or replace parts shall be approved by Paul Annis, Plant Maintenance Engineer, Adjutant General's Department, or his designated representative Michael Jean, Maintenance Technician. Materials shall be invoiced not to exceed 10% above contractor's cost. All replacement parts shall be new and of the same quality and brand name as that being replaced. All supplies such as oils and refrigerants shall be as specified by the equipment manufacturer. Substitutions will be permitted only with prior authorization of Paul Annis, Plant Maintenance Engineer, Adjutant General's Department, or his designated representative.

14. The Contractor shall, after each scheduled or emergency call and before leaving the job site, present a written summary of the work performed and obtain signature thereon from Paul Annis, Plant Maintenance Engineer, Adjutant General's Department, or his designated representative, Michael Jean, Maintenance Technician.

15. The Contractor shall present two (2) copies of a Final Report of work done the previous calendar year. The report may be in a narrative during each month of the contract year. The report shall be submitted to the Administrator, Adjutant General's Department, on or before January 15 of the following year.

16. Paul Annis, Plant Maintenance Engineer, Adjutant General's Department, or his designated representative Michael Jean, Maintenance Technician shall:
   a. Provide the Contractor with all pertinent information regarding the requirements for this contract within two (2) working days of receiving a request for information from the Contractor.
   b. Examine any documents submitted by the Contractor and rendering decisions pertaining thereto promptly to avoid delay in the progress of the Contractor's work.

ADJUTANT GENERAL JFHQ #1 (1/1/20 – 12/31/22)

1. The Contractor shall provide The Adjutant General's Department with "preventative maintenance" and emergency services for the Heating, Ventilation, and Air Conditioning ("HVAC") equipment and associated devices owned by the State of New Hampshire, Adjutant General's Department.

2. The term "preventive maintenance" as used above shall include providing all supervision, materials, equipment, labor and transportation necessary for the successful completion of the work under the terms and conditions contained herein. The equipment covered by this agreement, their respective locations and manufacturers.

Contractor Initials TM
Date 4-4-19

3. The Contractor shall make annual fall cleaning and inspections of all heating systems including boilers, furnaces and domestic hot water tanks as described below:
   - Remove all cleaning access panels.
   - Wire brush and vacuum all fireside surfaces free of soot.
   - Wash coat all refractory; perform patching of refractory as required.
   - Replace all gasketing as required.
   - Reseal boiler access panels.
   - Inspect all burners. Adjust spark gap and test pilots.
   - Test fire all burners.
   - Test all safety devices including but not limited to fire eye controls; pressure relief valves and low water cut offs.
   - Test and ensure that all operating controls for the respective heating systems are working properly.
   - Collect and properly dispose of all waste products that result from the cleaning or repairs to the above mentioned boilers.

4. The Contractor shall provide a <u>semi-annual inspection in the spring (March – May) and fall (September – November)</u> of the air handler systems. Inspections shall include the following:
   - Check bearings for wear.
   - Check fans and fan shafts for proper balance.
   - Check all belts for proper tension, alignment and wear.
   - Check all air handling systems for proper flow, operation and control sequence. All related controls are included.
   - Clean all heating and cooling coils.
   - Clean and scrub all condensation pans and check to make sure that pans are pitched correctly for proper drainage.
   - Biocide tablets will be used in the condensation pans so that the pans are clean and in good working order.
   - Check all sheaves for proper alignment.
   - Check and tighten all electrical terminations.
   - Check contacts for wear.
   - Check and record motor current against nameplate.
   - Check all safety controls.
   - Lube motors/bearings where applicable.
   - Check fan wheels - clean as required.
   - Check fan scrolls - clean as required.
   - Check fan bearing supports.
   - Check motor supports.
   - Check damper operation.
   - Check damper linkages.
   - Check motor damper operation.
   - Inspect and clean condensate pumps where applicable.
   - Replace air filters **(Contractor shall provide filters. Filters to meet or exceed existing filters for efficiency and quality).**
   - Check humidifier strainer where applicable.
   - Check and clean humidifier float assembly.
   - Check humidifier level controls.
   - Check and clean humidifier drain/pan.
   - Check humidifier heating elements.
   - Check all humidifier controls.

Contractor Initials: [illegible]
Date 9-4-19

- Check and clean outside air intakes.
- Check for any unusual noises or vibrations.
- Check structural integrity of the unit.

5. The Contractor shall provide an annual fall maintenance inspection of the unit heaters, radiant heat panels, baseboards, make-up air units, infrared heaters and cabinet heaters as described herein. The maintenance inspection shall include the following services:
   - Brush or vacuum grilles, coils, fans, baseboards, fin tubes, etc.
   - Lubricate fan and motor bearings where applicable.
   - Check belts and sheaves where applicable.
   - Check steam traps, valves, etc. where applicable.
   - Check and tighten all electrical connections.
   - Check all control operations.
   - Lubricate and adjust dampers and linkages.
   - Check heat exchanger for leaks where applicable.
   - Check gas valve and controls where applicable.
   - Check oil burner and controls where applicable.
   - Check and tighten electric heater connections.
   - Check amps/volts where applicable.
   - Check filters.
   - Check fan assembly.
   - Check and tighten all mounting hardware.
   - Check overall operation.
   - Check hardware and gaskets.

6. The Contractor shall provide annual maintenance inspection of the exhaust fans in the fall (September - November) as described herein. The maintenance inspection shall include the following services:
   - Brush, vacuum or clean grills, coils and fans.
   - Lubricate fan and motor bearings where applicable.
   - Check belts and sheaves where applicable.
   - Check and tighten all electrical connections.
   - Check all control operations.
   - Lube and adjust any dampers or linkages.
   - Check amps/volts where applicable.
   - Check fan assembly.
   - Check and tighten all mounting hardware.
   - Check overall operation.

7. The Contractor shall inspect and complete preventive maintenance on all air conditioning and chiller systems annually in the spring (March - May) as required to maintain them in proper operating condition by providing, at a minimum the following services:
   - Check and record volts/amps of compressors.
   - Check and record volts/amps of condenser fan motor where applicable.
   - Check starter and contact surfaces.
   - Check and record operating temperatures.
   - Check refrigerant charge (Contractor shall be responsible for the removal and disposal of any used refrigerant).
   - Check moisture indicators and sight glasses.
   - Check oil level.

Contractor Initials: [illegible]
Date: 9-4-18

- Check oil contamination.
- Check all belts where applicable.
- Check all safety controls.
- Check superheat and adjustment.
- Check hot gas by pass controls where applicable.
- Check head pressure controls where applicable.
- Check unloader operation where applicable.
- Check all operating controls.
- Check and tighten all electrical connections.
- Lube motors/bearings where applicable.
- Inspect and clean condenser coil.
- Clean and paint rusted areas.
- Check water cooled condenser coil where applicable.
- Check water regulating valve where applicable.
- Check cap tubes/piping for chafing.
- Check crankcase heaters.
- Visual check for oil refrigerant leaks (Contractor shall be responsible for the removal and disposal of any used refrigerant).
- Check fan wheels - clean as required.
- Check fan scrolls - clean as required.
- Check fan sheave wear.
- Check fan sheave alignment.
- Check fan bearing supports.
- Check motor supports.
- Check damper operation.
- Check damper linkages.
- Check motor damper operation.
- Inspect and clean evaporator coils.
- Inspect and clean condensate pans.
- Inspect and clean condensate pumps where applicable.
- Replace air filters **(Contractor shall provide filters. Air filters to meet or exceed existing filters for efficiency and quality).**
- Check humidifier strainer where applicable.
- Check and clean humidifier float assembly.
- Check humidifier level controls.
- Check and clean humidifier drain/pan.
- Check humidifier heating elements.
- Check all humidifier controls.
- Check and clean outside air intakes.
- Check for any unusual noises or vibrations.
- Check structural integrity of the unit.
- Check glycol level if applicable.

8. The Contractor shall maintain all digital control systems and associated devices on a semi-annual basis, spring (March-May) and fall (September - November) as required to properly maintaining their operating condition by providing, at a minimum the following services:
   - Review system for proper operation, verify that all associated devices start and stop properly, check that set points are maintained, and verify scheduling.
   - Check operational sequence of all VAV's, and related preheat, reheat and radiation valves and motors.

Contractor Initials: [illegible]
Date: 9-4-19

- Check operational sequence of all cabinet heaters, unit heaters and electric strip heaters.
- Test and calibrate all devices including but not limited to thermostats, actuators, controls, dampers, valves, variable air volume devices.
- Make backup copies of software configurations and operating system. Provide customer with access to most recent copy.
- Check and record any system abnormalities or deficiencies.

9. The Contractor shall inspect all condenser water and chilled water pumps as well as any glycol pumps annually in the spring (March - May). In addition, the Contractor shall inspect all forced hot water pumps and circulators in the fall (September - November) as required to properly maintain their operating condition by providing, at a minimum, the following services:
   - Inspect electrical connections and contactors.
   - Check couplings for alignment and wear and realign or replace when necessary.
   - Lubricate all bearings.
   - Check packing and adjust if necessary.
   - Clean strainers.
   - Check impeller and wearing rings.
   - Check for any bearing wear.
   - Check gaskets.
   - Check for proper operation.
   - Check for any improper vibration or noise.
   - Tighten all nuts and bolts.
   - Check and tighten all electrical terminations.
   - Check contacts for wear.
   - Check and record motor current against nameplate.
   - Check motor mounts and vibrator pads.

10. The Contractor shall retain the services of a competent independent water treatment company to provide complete chemical water treatment for the glycol system (cooling tower loop has glycol). The Contractor shall test all and provide the proper amount of chemicals for the system. The tests shall be completed in the months of May (or upon start up) and October (or upon shut down) of each year. Water treatment reports provided shall be submitted and directed to Paul Annis, and should include at a minimum:
    - PH
    - Dissolved solids.
    - Alkalinity.
    - Nitrate Levels.

    Note: The boilers water loop does not need to be tested.

    As it relates to the liquid chemicals for the glycol system, the State will be responsible for the cost of the chemicals. The Contractor shall retain the services for testing and submit a quote to the State for the cost of replacing the chemicals. After prior approval by the State, the Contractor shall be responsible for the installation.

11. The Contractor shall replace all 1 1" cartridge filters (on AHU 1 thru 5) on a semi-annual basis. The Contractor shall supply such filters.

Contractor Initials: TM
Date: 9-4-19

12. The Contractor shall clean and check the cooling tower at a minimum of once a year and as required maintaining it in proper operating condition. At a minimum, the services shall consist of the following:

- Drain, flush and clean towers.
- Clean and paint rusted areas.
- Check and clean or replace nozzles.
- Check float valves and repair or replace if necessary.
- Inspect and lubricate all bearings.
- Check fans for balance and repair or replace if necessary.
- Clean fan blades.
- Check and tighten all electrical terminations, checking contacts for wear and checking motor current against nameplate.

13. The Contractor shall clean and check the glycol cooler at a minimum of once a year and as required to maintain it in proper working condition. At a minimum, this service shall consist of the following:

- Clean condenser completely including coil surfaces.
- Clean and paint rusted areas.
- Inspect and lubricate bearings.
- Check for refrigerant leaks and repair (Contractor shall be responsible for the removal and disposal of used refrigerant).
- Check fans for balancing and repair or replace if necessary.
- Clean fan blades.
- Check and tighten all electrical terminations, checking contacts for wear and checking motor current against nameplate.

14. The Contractor shall clean and replace the two (2) cotton bag filters on a semi-annual basis; the bag filters are located in the output side of the well system. The Contractor shall remove the existing cotton bags, flush out and leave to dry. The State shall provide the replacement filters.

15. The annual preventive maintenance inspections shall be scheduled and completed prior to the heating/cooling season, subject to the approval of Paul Annis, Plant Maintenance Engineer, or his designated representative Michael Jean, Maintenance Technician.

16. The Contractor shall, in performing the services as described herein, utilize mechanics skilled in the service of large water chillers and air conditioning systems that have obtained a "journeyman" level of competence.

17. The Contractor shall make service available twenty-four (24) hours per day, seven (7) days per week. The Contractor shall employ a sufficient number of trained mechanics so that calls of any emergency nature can be answered promptly with the mechanic arriving at the job site no later than three (3) hours after the call is entered. If overtime is necessary as a result of late arrival, the State may deduct the additional time, over three (3) hours from any overtime payment.

18. Request to repair and/or replace parts shall be approved (in advance of any repair work) by Paul Annis, Plant Maintenance Engineer, or his designated representative Michael Jean, Maintenance Technician. Materials shall be invoiced not to exceed 10% above contractor's cost. All replacement parts shall be new and of the same quality and brand name as that being replaced. All supplies such as oils and refrigerants shall be as specified by the equipment

Contractor Initials
Date

manufacturer. Substitutions will be permitted only with prior authorization of Paul Annis, or his designated representative Michael Jean.

19. The Contractor shall, after each scheduled or emergency call and before leaving the job site, present a written summary of the work performed and obtain signature thereon from Paul Annis, Plant Maintenance Engineer, or his designated representative Michael Jean, Maintenance Technician.

20. The Contractor shall present two (2) copies of a Final Report of work done the previous calendar year. The report shall be a service report listing the work done each month of the contract year. The report may be submitted electronically or in hard copy to Paul Annis, Plant Maintenance Engineer, and his designated representative Michael Jean on or before January 15 of the following year.

21. Paul Annis, Plant Maintenance Engineer, or his designated representative Michael Jean, Maintenance Technician, shall:
    a. Provide the Contractor with all pertinent information regarding the requirements for this contract within two (2) working days of receiving a request for information from the Contractor.
    b. Examine any documents submitted by the Contractor and rendering decisions pertaining thereto promptly to avoid delay in the progress of the Contractor's work.

22. The Contractor (to include each employee and any approved subcontractor working in a state office or externally with the State's records) will be required to sign the State of New Hampshire's Confidentiality Form and Criminal Record Authorization Form. Prior to placing an individual in a State facility, all prospective personnel must receive clearance from the NH Department of Safety, Division of State Police, Criminal Bureau. Said clearance shall be obtained by submitting a Criminal Record Release Authorization Form on behalf of all personnel/employees and subcontractor to the Requesting Agency.

Any work that applies to construction involving all state owned properties, the university system properties, community college system properties and by written request and acceptance from those municipalities that have not adopted an enforcement mechanism pursuant to RSA 674:51, the Contractor will be responsible for obtaining work and inspection permits. Permits are required for new and renovation construction based on the provisions of the current NH State Building Code and applicable amendments. For further information:

https://www.nh.gov/safety/divisions/firesafety/building/state-building-permit-system.html

The Contractor shall be responsible for obtaining permits, scheduling inspections, and being on site during inspection. The State agencies shall be invoiced for the permit, at no markup, as part of the services. The permit cost will be itemized on the detailed invoice at completion of work.

Except as otherwise provided in this Scope of Services, all services performed under this Contract shall be performed between the hours of 8:00 A.M. and 4:00 P.M. unless other arrangements are made in advance with the State. Any deviation in work hours shall be pre-approved by the Contracting Officer. The State requires ten-day advance knowledge of said work schedules to provide security and access to respective work areas. No premium charges will be paid for any off-hour work.

Contractor Initials: [illegible]
Date: 9-4-19

The Contractor shall not commence work until a conference is held with each State agency intending to utilize the Contractor's services, at which representatives of the Contractor and the State are present. The conference will be arranged by the State agency.

The State shall require correction of any defective work and the repair of any damages to any part of a building or its appurtenances caused by the Contractor or its employees, subcontractors, equipment or supplies. The Contractor shall correct, repair, or replace all defective work, as needed, to complete said work in satisfactory condition, and damages so caused in order to restore the building and its appurtenances to their previous condition. Upon failure of the Contractor to proceed promptly with the necessary corrections or repairs, the State may withhold any amount necessary to correct all defective work or repair all damages from payments to the Contractor.

The work staff shall consist of qualified persons completely familiar with the products and equipment that they will use. The Contracting Officer may require the Contractor to dismiss from the work such employees as the Contracting Officer deems incompetent, careless, insubordinate, or otherwise objectionable, or whose continued employment on the work is deemed to be contrary to the public interest or inconsistent with the best interest of security and the State.

Neither the Contractor nor its employees or subcontractors shall represent themselves as employees or agents of the State.

While on State property, the Contractor, its employees, and its sub-contractors shall be subject to the authority and control of the State, but under no circumstances shall such persons be deemed to be employees of the State.

All personnel shall observe all regulations or special restrictions in effect at any State agency location at which services are to be provided.

The Contractor's personnel shall be allowed only in areas where services are to be provided. The use of State telephones by the Contractor, its employees, or its sub-contractors is prohibited.

If sub-contractors are to be utilized, Contractor shall provide information regarding the proposed sub-contractors including the name of the Company, their address, contact person and three references for clients they are currently servicing. Approval by the State must be received prior to a sub-contractor starting any work.

5. TERMINATION

The State of New Hampshire has the right to terminate the contract at any time by giving the Contractor thirty (30) days advance written notice.

6. OBLIGATIONS AND LIABILITY OF THE CONTRACTOR

The Contractor shall provide all services strictly pursuant to, and in conformity with, the specifications described in State RFB #2197-20, as described herein, and under the terms of this Contract.

The Contractor shall agree to hold the State of NH harmless from liability arising out of injuries or damage caused while performing this work. The Contractor shall agree that any damage to building(s), materials, equipment or other property during the performance of the service shall be repaired at its own expense, to the State's satisfaction.

Contractor Initials: [illegible]
Date: [illegible]

7. DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER COVERED TRANSACTIONS

The Contractor certifies, by signature of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal Department or Agency.

8. INSURANCE

Certificate of insurance amounts must be met and maintained throughout the term of the contract and any extensions as per the P-37, section 14 and cannot be cancelled or modified until the State receives a 10 day prior written notice.

9. CONFIDENTIALITY & CRIMINAL RECORD

If requested by the using agency, the Contractor and its employees, and Sub-contractors (if any) shall be required to sign and submit a Confidential Nature of Department Records Form and a Criminal Authorization Records Form. These forms shall be submitted to the individual using agency prior to the start of any work.

Contractor Initials: [illegible]
Date: [illegible]

EXHIBIT B
PAYMENT TERMS

1. CONTRACT PRICE

The Contractor hereby agrees to provide HVAC preventative maintenance and repair services in complete compliance with the terms and conditions specified in Exhibit A for an amount up to and not to exceed a price of $688,046.40 this figure shall not be considered a guaranteed or minimum figure, however it shall be considered a maximum figure from the effective date through the expiration date as indicated in Form P-37 Block 1.7.

2. PRICING STRUCTURE

DEPARTMENT OF SAFETY					
FACILITY NAME	ADDRESS	TOWN	SEMI-ANNUAL PRICE (1/1/20 - 12/31/20)	SEMI-ANNUAL PRICE (1/1/21 - 12/31/21)	SEMI-ANNUAL PRICE (1/1/22 - 12/31/22)
WINDHAM WEIGH STATION	I-93 N & S	WINDHAM	$ 153.00	$ 153.00	$ 153.00
DMV WAREHOUSE	23 HAZEN DRIVE	CONCORD	$ 71.00	$ 71.00	$ 71.00
TROOP A	315 CALEF HWY	EPPING	$ 309.00	$ 309.00	$ 309.00
TROOP C	15 ASHBROOK COURT	KEENE	$ 278.00	$ 278.00	$ 278.00
TROOP E	1864 WHITE MNT. HWY	TAMWORTH	$ 288.00	$ 288.00	$ 288.00
TROOP F	549 RTE. 302	TWIN MTN.	$ 499.00	$ 499.00	$ 499.00
NH MARINE PATROL	31 DOCK ROAD	GILFORD	$ 2,309.00	$ 2,309.00	$ 2,309.00
FIRE STANDARDS ADMIN	110 SMOKEY BEAR BLVD	CONCORD	$ 266.00	$ 266.00	$ 266.00
FIRE STANDARDS HOUSE	110 SMOKEY BEAR BLVD	CONCORD	$ 266.00	$ 266.00	$ 266.00
FIRE STANDARDS OLD DORM	110 SMOKEY BEAR BLVD	CONCORD	$ 266.00	$ 266.00	$ 266.00
FIRE STANDARDS NEW DORM	110 SMOKEY BEAR BLVD	CONCORD	$ 266.00	$ 266.00	$ 266.00
FIRE STANDARDS ARFF BUILDING	110 SMOKEY BEAR BLVD	CONCORD	$ 266.00	$ 266.00	$ 266.00
FIRE STANDARDS STORAGE BUILDING	110 SMOKEY BEAR BLVD	CONCORD	$ 266.00	$ 266.00	$ 266.00
FIRE STANDARDS NORTH	TRUDEAU ROAD	BETHLEHEM	$ 195.00	$ 195.00	$ 195.00
DOS AUTOMOTIVE GARAGE	39 HAZEN DRIVE	CONCORD	$ 280.00	$ 280.00	$ 280.00
TROOP D	125 IRON WORKS RD	CONCORD	$ 220.00	$ 220.00	$ 220.00

Contractor Initials: [illegible]
Date: 4-9-19

DOS WAREHOUSE	41 HAZEN DRIVE	CONCORD	$ 153.00	$ 153.00	$ 153.00
TROOP G	91 AIRPORT ROAD	CONCORD	$ 119.00	$ 119.00	$ 119.00
MARINE PATROL BELMONT	3 HIGGINS DRIVE	BELMONT	$ 305.00	$ 305.00	$ 305.00
DMV DOVER	50 BOSTON HARBOR RD	DOVER	$ 208.00	$ 208.00	$ 208.00

DEPARTMENT OF TRANSPORTATION					
FACILITY NAME	ADDRESS	TOWN	SEMI-ANNUAL PRICE (1/1/20-12/31/20)	SEMI-ANNUAL PRICE (1/1/21-12/31/21)	SEMI-ANNUAL PRICE (1/1/22-12/31/22)
NEW LONDON 214 PATROL SHED	63 OLD DUMP ROAD	NEW LONDON	$ 208.00	$ 208.00	$ 208.00
DISTRICT 4 OFFICE	19 BASE HILL ROAD	SWANZEY	$ 757.00	$ 757.00	$ 757.00
CHESTER PATROL SECTION 513	825 RAYMOND RD	CHESTER	$ 362.00	$ 362.00	$ 362.00
SALEM PATROL SECTION 514	54 SHADOW LAKE RD	SALEM	$ 181.00	$ 181.00	$ 181.00
WARNER PATROL SECTION 526	35 WARNER ROAD	WARNER	$ 181.00	$ 181.00	$ 181.00
MANCHESTER PATROL SECTION 527	NH ROUTE 101 EAST BOUND	MANCHESTER	$ 181.00	$ 181.00	$ 181.00
DERRY PATROL SECTION 528	418 KENDALL POND RD	DERRY	$ 181.00	$ 181.00	$ 181.00
DISTRICT 5 OFFICE	NH DOS TROOP B, 16 EAST POINT DRIVE	BEDFORD	$ 1,232.00	$ 1,232.00	$ 1,232.00
MILTON PATROL SHED 601	245 WHITE MNT. HWY	MILTON	$ 181.00	$ 181.00	$ 181.00
STRAFFORD PATROL SHED 602	1011 PARKER MNT. RD	STRAFFORD	$ 181.00	$ 181.00	$ 181.00
GONIC PATROL SHED 603	25 CEMETERY ROAD	GONIC	$ 181.00	$ 181.00	$ 181.00
NORTHWOOD PATROL SHED 604	BOX 1159 FIRST NH TURNPIKE	NORTHWOOD	$ 53.00	$ 53.00	$ 53.00
LEE PATROL SHED 605	65 PINKHAM ROAD	LEE	$ 53.00	$ 53.00	$ 53.00
SURVEY CREW SHED 606A	77 DOVER POINT RD	OLD DOVER SHED	$ 53.00	$ 53.00	$ 53.00
EXETER PATROL SHED 607	253 Epping Road	Exeter	$ 53.00	$ 53.00	$ 53.00
EPPING PATROL SHED 608	73 OLD HEDDING ROAD	EPPING	$ 53.00	$ 53.00	$ 53.00
NEWFIELDS PATROL SHED 609	39 COLLEGE ROAD	NEWFIELDS	$ 53.00	$ 53.00	$ 53.00

Contractor Initials JEM
Date 11-4-19

RYE/N. HAMPTON PATROL SHED 610	61 DOW LANE	RYE/N. HAMPTON	$ 53.00	$ 53.00	$ 53.00
N. HAMPTON PATROL SHED 612	143 SOUTH RD. NORTH	N. HAMPTON	$ 53.00	$ 53.00	$ 53.00
KINGSTON PATROL SHED 615	65 MILL ROAD	KINGSTON	$ 53.00	$ 53.00	$ 53.00
DISTRICT 6 OFFICE	271 MAIN ST	DURHAM	$ 53.00	$ 53.00	$ 53.00
DOT - BUREAU OF TRAFFIC	18 SMOKEY BEAR BLVD	CONCORD	$ 1,178.00	$ 1,178.00	$ 1,178.00
DOT - BUREAU OF TRAFFIC	18 SMOKEY BEAR BLVD	CONCORD	JULY 1, 2019 TO DECEMBER 31, 2022		
			$1,178		

DEPARTMENT OF BUSINESS & ECONOMIC AFFAIRS					
FACILITY NAME	ADDRESS	TOWN	SEMI-ANNUAL PRICE (1/1/20 – 12/31/20)	SEMI-ANNUAL PRICE (1/1/21 – 12/31/21)	SEMI-ANNUAL PRICE (1/1/22 – 12/31/22)
COLEBROOK REST AREA	ROUTE 3 NB	COLEBROOK	$ 98.00	$ 98.00	$ 98.00
LITTLETON REST AREA	I-93 NB/EXIT 44	LITTLETON	$ 98.00	$ 98.00	$ 98.00
SPRINGFIELD REST AREA	I-89 NB	SPRINGFIELD	$ 640.00	$ 640.00	$ 640.00
LEBANON REST AREA	I-89 SB	LEBANON	$ 98.00	$ 98.00	$ 98.00
NORTH CONWAY REST AREA	654 WHITE MNT. HWY	CONWAY	$ 282.00	$ 282.00	$ 282.00
SANBORNTON REST AREA	I-93 SB	SANBORNTON	$ 98.00	$ 98.00	$ 98.00
CANTERBURY REST AREA	I-93 NORTH BOUND	CANTERBURY	$ 306.00	$ 306.00	$ 306.00
SALEM WELCOME CENTER	I-93 NORTH BOUND	SALEM	$ 641.00	$ 641.00	$ 641.00
SUTTON REST AREA	I-89 SOUTH BOUND	SUTTON	$ 306.00	$ 306.00	$ 306.00

Contractor Initials
Date 9-4-19

ADJUTANT GENERAL & PEMBROKE RTI					
FACILITY NAME	ADDRESS	TOWN	SEMI-ANNUAL PRICE (1/1/20-12/31/20)	SEMI-ANNUAL PRICE (1/1/21-12/31/21)	SEMI-ANNUAL PRICE (1/1/22-12/31/22)
AASF	26 REGIONAL DRIVE	CONCORD	$ 5,431.00	$ 5,431.00	$ 5,431.00
USPFO BUILDING A	4 PEMBROKE RD	CONCORD	$ 3,278.00	$ 3,278.00	$ 3,278.00
USPFO BUILDING B/C	4 PEMBROKE RD	CONCORD	$ 3,096.00	$ 3,096.00	$ 3,096.00
BUILDING F SMR	4 PEMBROKE RD	CONCORD	$ 1,296.00	$ 1,296.00	$ 1,296.00
BUILDING G SMR	4 PEMBROKE RD	CONCORD	$ 740.00	$ 740.00	$ 740.00
BUILDING H SMR	4 PEMBROKE RD	CONCORD	$ 4,855.00	$ 4,855.00	$ 4,855.00
BUILDING L SMR	4 PEMBROKE RD	CONCORD	$ 1,247.00	$ 1,247.00	$ 1,247.00
BUILDING M SMR	4 PEMBROKE RD	CONCORD	$ 740.00	$ 740.00	$ 740.00
HOOKSETT	1227 HOOKSETT RD	HOOKSETT	$ 1,230.00	$ 1,230.00	$ 1,230.00
HILLBORO FMS	140 WEST MAIN ST	HILLSBOROUGH	$ 1,900.00	$ 1,900.00	$ 1,900.00
RAYMOND BISSON	70 ROCHESTER HILL RD	ROCHESTER	$ 1,985.00	$ 1,985.00	$ 1,985.00
MANCHESTER	1059 CANAL ST	MANCHESTER	$ 5,048.00	$ 5,048.00	$ 5,048.00
MILFORD RC	154 OSGOOD RD	MILFORD	$ 1,631.00	$ 1,631.00	$ 1,631.00
NASHUA	154 DW HWY	NASHUA	$ 3,875.00	$ 3,875.00	$ 3,875.00
PORTSMOUTH	801 MCGEE RD	PORTSMOUTH	$ 1,361.00	$ 1,361.00	$ 1,361.00
ROCHESTER	106 BROCK ST	ROCHESTER	$ 1,361.00	$ 1,361.00	$ 1,361.00
SOMERSWORTH	15 BLACKWATER ROAD	SOMERSWORTH	$ 1,600.00	$ 1,600.00	$ 1,600.00
CENTER STRAFFORD	11 ACADEMY AVE	STRAFFORD	$ 6,770.00	$ 6,770.00	$ 6,770.00
PEMBROKE RTI	722 RIVERWOOD DRIVE	PEMBROKE	$ 7,599.00	$ 7,599.00	$ 7,599.00

ADJUTANT GENERAL NORTHERN LOCATIONS					
FACILITY NAME	ADDRESS	TOWN	SEMI-ANNUAL PRICE (1/1/20-12/31/20)	SEMI-ANNUAL PRICE (1/1/21-12/31/21)	SEMI-ANNUAL PRICE (1/1/22-12/31/22)
BERLIN RC	2169 RIVERSIDE DRIVE	BERLIN	$ 1,455.00	$ 1,455.00	$ 1,455.00
FRANKLIN RC	300 SOUTH MAIN ST	FRANKLIN	$ 1,993.00	$ 1,993.00	$ 1,993.00
LANCASTER RC	GROVETON RD	LANCASTER	$ 1,178.00	$ 1,178.00	$ 1,178.00
LEBANON RC	174 HEATER ROAD	LEBANON	$ 872.00	$ 872.00	$ 872.00
PLYMOUTH RC	19 ARMORY RD	PLYMOUTH	$ 2,057.00	$ 2,057.00	$ 2,057.00
LITTLETON RD	350 MEADOW ST	LITTLETON	$ 3,245.00	$ 3,245.00	$ 3,245.00
LITTLETON RMS	350 MEADOW ST	LITTLETON	$ 2,456.00	$ 2,456.00	$ 2,456.00

ADJUTANT GENERAL JFHQ BUILDING #1					
FACILITY NAME	ADDRESS	TOWN	SEMI-ANNUAL PRICE (1/1/20-12/31/20)	SEMI-ANNUAL PRICE (1/1/21-12/31/21)	SEMI-ANNUAL PRICE (1/1/22-12/31/22)
JFHQ BUILDING #1	1 MINUTE MAN WAY	CONCORD	$ 12,179.00	$ 12,179.00	$ 12,179.00

Contractor Initials: [illegible]
Date: 7-4-19

HVAC REPAIR RATES (REPAIR WORK/EMERGENCY CALLS)	
Monday Thru Friday 8:00 AM To 4:30 PM Journeyman Mechanic	$89.00 Per Hour/Per Person
Monday Thru Friday 4:31 PM To 7:59 AM Journeyman Mechanic	$133.50 Per Hour/Per Person
Saturday Work: Journeyman Mechanic	$133.50 Per Hour/Per Person
Sunday Work: Journeyman Mechanic	$133.50 Per Hour/Per Person

3. PRICING QUOTATIONS FOR INDIVIDUAL PROJECTS:

EMERGENCY REPAIRS FOR NON-CONTRACTED LOCATIONS:

1. For State locations not covered under the HVAC contracts, Contractor shall provide repair rates at the hourly rates listed in Exhibit B. Agencies shall request services by issuing a Request for Quote (RFQ) with scope of work detailing as much information on the equipment as available. For non-emergency repairs the agency shall issue the RFQ to a minimum of 50% of the successful Contractors.

2. Requests for emergencies to repair and/or replace parts shall be approved in advance by the Agency Contact, or their designated representative. Materials shall be invoiced not to exceed 10% above Contractor's cost. All replacement parts shall be new and of the same quality and brand name as that being replaced. All supplies such as oils and refrigerants shall be as specified by the equipment manufacturer. Substitutions will be permitted only with prior authorization of the Agency Administrator, or their designated representative.

3. The Contractor shall, after each scheduled or emergency call and before leaving the job site, present a written summary of the work performed and obtain signature thereon from the Administrator, or their designated representative.

4. The Contractor shall make service available twenty-four (24) hours per day, seven (7) days per week. The Contractor shall employ a sufficient number of trained mechanics so that calls of any emergency nature can be answered promptly with the mechanic arriving at the job site no later than three (3) hours after the call is entered. Contractor shall provide a not to exceed estimate before starting any work. If overtime is necessary and is caused by the contractor, the State may at their discretion deduct a portion the additional time.

Any work that applies to construction involving all state owned properties, the university system properties, community college system properties and by written request and acceptance from those municipalities that have not adopted an enforcement mechanism pursuant to RSA 674:51, the Contractor will be responsible for obtaining work and inspection permits. Permits are required for new and renovation construction based on the provisions of the current NH State Building Code and applicable amendments. For further information:

https://www.nh.gov/safety/divisions/firesafety/building/state-building-permit-system.html

The Contractor shall be responsible for obtaining permits, scheduling inspections and being on site during inspection. The State agencies shall be invoiced for the permit, at no markup, as part of the services. The permit cost will be itemized on the detailed invoice at completion of work.

Contractor Initials: [illegible]
Date: [illegible]

4. INVOICE

Itemized invoices shall be submitted to the individual agency after the completion of the job/services and shall include a brief description of the work done along with the location of work.

Contractor shall be paid within 30 days after receipt of properly documented invoice and acceptance of the work to the State's satisfaction.

The invoice shall be sent to the address of the using agency under agreement.

5. PAYMENT

Payments may be made via ACH. Use the following link to enroll with the State Treasury for ACH payments: **https://www.nh.gov/treasury**

Contractor Initials MMS
Date 4-3-19

EXHIBIT C
SPECIAL PROVISIONS

There are no special provisions of this contract.

Contractor Initials
Date

EXHIBIT D

RFB #2197-20 is incorporated here within.

Contractor Initials

Date 4-4-19

Certificate of Authority # 1 (Corporation of LLC Non-specific, open-ended)

Corporate Resolution

I, [illegible], hereby certify that I am duly elected Clerk/Secretary of
(Name)

[illegible] I hereby certify the following is a true copy of a
(Name of Corporation or LLC)

vote taken at a meeting of the Board of Directors/shareholders, duly called and held on [illegible]
(Month)

[illegible] 20 [illegible] at which a quorum of the Directors/shareholders were present and voting.
(Day) (Year)

VOTED: That [illegible] (may list more than one person) is duly authorized to
(Name and Title)

enter into contracts or agreements on behalf of [illegible] with
(Name of Corporation or LLC)

the State of New Hampshire and any of its agencies or departments and further is authorized to execute any documents which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract to which this certificate is attached. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

DATED: [illegible] ATTEST: [illegible]
(Name and Title)

State of New Hampshire
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that ALLIANCE GROUP INC. is a Vermont Profit Corporation registered to transact business in New Hampshire on June 22, 2015. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 728145
Certificate Number: 0004575129

IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire this 3rd day of September A.D. 2019.

William M. Gardner
Secretary of State

ALLIGRO-01 RCARLILE

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 9/3/2019

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).

PRODUCER
Hickok & Boardman, Inc.
346 Shelburne Rd
Burlington, VT 05401

CONTACT NAME: Melissa Kavanagh
PHONE (A/C, No, Ext): (802) 383-1621 FAX (A/C, No): (802) 658-0541
E-MAIL ADDRESS: mkavanagh@hbinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Phoenix Ins Co	25623
INSURER B: Travelers Indemnity Co	25666
INSURER C: Travelers Property Casualty Co of America	25674
INSURER D: Standard Fire Insurance Company	19070
INSURER E:	
INSURER F:	

INSURED
Alliance Group, Inc.
dba Alliance Mechanical
P.O. Box 666
Essex Junction, VT 05453

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	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR			DT-CO-2J777638-PHX-19	3/19/2019	3/19/2020	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
B	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO			810-8M313736-19-G	3/19/2019	3/19/2020	BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
C	X UMBRELLA LIAB / X OCCUR			CUP-6K557584-19-26	3/19/2019	3/19/2020	EACH OCCURRENCE	$ 5,000,000
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED X RETENTION $ 10,000							$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			UB-2J780747-19-26-G	3/19/2019	3/19/2020	X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N Y	N/A				E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Jason Patnaude & Shaun Patnaude are excluded officers on the Workers Compensation policy.

30 days' Notice of Cancellation is included for the State of New Hampshire.

CERTIFICATE HOLDER

State of New Hampshire
Administrative Services, Bureau of Purchase and Property
25 Capital Street, Room 102
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

© 1988-2015 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD.