

153 MLC



# State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street - Room 100  
Concord, New Hampshire 03301  
(603) 271-3201 | [Office@das.nh.gov](mailto:Office@das.nh.gov)

Charles M. Arlinghaus  
Commissioner

Catherine A. Keane  
Deputy Commissioner

Sheri L. Rockburn  
Assistant Commissioner

Division of Public Works  
Design and Construction  
Project No. 81284 - Contract A

March 22, 2023

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

## REQUESTED ACTION

- 1) Authorize the Department of Administrative Services to enter into an agreement with Scott + Partners, Inc. (VC #280576) Essex Junction, VT, for a total price not to exceed \$2,313,083 for the design and construction administration of the New Legislative Parking Garage, Concord, New Hampshire. The contract is effective upon Governor and Council approval through the completion of the construction administration phase of the project, unless extended in accordance with the contract terms. **100% General Fund.**
- 2) Contingent upon approval of requested Action #1, further authorize that a contingency in the amount of \$236,308 be approved for unanticipated design expenses for the New Legislative Parking Garage, bringing the total to \$2,549,391. **100% General Fund.**

Funding is available in account titled Department of Administrative Services, as follows:

	<u>FY 2023</u>
01-14-14-141510-67700000 22-272:6 PRKNG GRGE, DOJ MOVE	
034-500162 - Repair/Renovation Buildings - Phase 1 Services	\$ 1,163,692
034-500162 - Capital Projects - Contingency	<u>\$ 236,308</u>
<b>Sub Total</b>	<b>\$ 1,400,000</b>

\*Pending future appropriation proposed through HB 384 (2023), relative to building a new legislative parking garage and making an appropriation therefore

Phase 2 Services	<u>\$ 1,149,391</u>
<b>Grand Total</b>	<b>\$ 2,549,391</b>

## EXPLANATION

Per Chapter 272:6, II, a,1, Laws of 2022, for the preliminary design and engineering costs of a 450-space parking garage.

This contract is for the design and construction administration of a new parking garage for the NH State Legislature. The garage will be located on the site of the existing Department of Justice building, at the corner of Capitol Street and North State Street. The new garage will be designed for approximately 450 vehicles, on three to four levels. This agreement is split into two phases. Currently, there is funding to cover preliminary design services, outlined in the agreement as "Part 1." Part 1 includes programming, schematic design and design development services and will be completed by December 30, 2023. When funding becomes available to complete the design and construct the garage, the agreement authorizes the Department to issue a notice directing the consultant to proceed with "Part 2" of the agreement. Part 2 includes the completion of construction documents, bidding and construction administration services. The construction documents will be delivered by April 30, 2024, or 120 days after receiving the Notice to Proceed for Part 2. This request is for the full agreement, including Parts 1 and 2, and the Department will not seek an amendment to this contract from Governor and Council for Part 2 once that funding becomes available. If funding does not become available for Part 2, those services will not be completed.

There is a need for parking in downtown Concord and when the legislature is in session, many of the public parking spaces in the area of the State House are reserved for the legislators and their staff. This new garage will alleviate the parking shortage during legislative sessions.

In September 2019, the Division of Public Works Design & Construction solicited Registered Architects and Engineers, by public announcement in the State, for interest in providing consultant services for design of the Legislative Parking Garage Complex.

Nine (9) consultant firms submitted letters of interest and were considered for this assignment. These consultant firms were evaluated based on their experience with projects of a similar nature. Ultimately a short list of four (4) firms was developed. Each firm was sent a request for technical proposal and scheduled for an interview held on January 7, 2020.

Harriman Associates Auburn, ME	Lavallee Brensinger Architects Manchester, NH
McFarland Johnson, Inc Concord, NH	Scott + Partners, Inc. Essex Junction, VT

Their technical proposals and interviews were rated on the basis of: comprehension of the assignment; clarity of the proposal; capacity to perform in a timely manner; quality and experience of the project manager and the team; and overall suitability for the assignment. The firm of Scott + Partners, Inc. was chosen as the best qualified for the project. The Consultant Selection Committee included representatives from the Division of Public Works Design and Construction and the Department of Administrative Services. A copy of the firm's Statement of Qualifications is provided, herewith, for your information and convenience.

The consultant selection process employed by the Department for this project is in accordance with RSAs 21-I:22, 21-I:22-c and 21-I:22-d, all applicable Federal laws and the Department's procedures for "Selection of Engineers, Architects and Surveyors" dated July 28, 2005.

The agreement has been approved by the Attorney General as to form and execution and the Department of Administrative Services has certified that the necessary funds are available. Copies of the fully executed agreement are on file at the Secretary of State's Office and the Department of Administrative Services – Division of Public Works Design and Construction.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Charles M. Arlinghaus".

Charles M. Arlinghaus,  
Commissioner



January 7, 2023

Keith P. Hemingway, Architect  
N.H. Dept. of Administrative Services  
Division of Public Works Design & Construction  
7 Hazen Drive, PO Box 483  
Concord, NH 03302-0483

**Re: Legislative Parking Garage: A/E Proposal**  
DOJ Site, Concord, NH  
**AMENDMENT NO. 1**

Dear Keith:

Pursuant to your request, we have prepared Amendment No. 1 to our main project proposal (latest issue date = Rev2, 10/30/2022) to accommodate a multi-phase authorization process. We are prepared to proceed at your direction with Phase 1 only. The Phase breakout is as follows:

**Phase 1: Programming, Schematic Design, and Design Development; FEE = \$1,163,692.00**

Phase	Subtotal Fee	Break-out items	Total Fee	%
<b>PHASE 1</b>	<b>INITIAL AUTHORIZATION</b>			
Programming	\$ 291,906	\$ 5,000	\$ 296,906	13%
Schematic Design	\$ 319,567	\$ 16,300	\$ 335,867	15%
Design Development	\$ 504,319	\$ 26,600	\$ 530,919	23%
<b>SUB-TOTAL THROUGH DESIGN DEVELOPMENT</b>			<b>\$ 1,163,692</b>	
<b>PHASE 2</b>	<b>SECOND AUTHORIZATION</b>			
Construction Documents	\$ 627,062	\$ 25,450	\$ 652,512	28%
Bidding	\$ 58,695	\$ 2,000	\$ 60,695	3%
Construction Administration	\$ 433,185	\$ 3,000	\$ 436,185	19%
<b>Total</b>	<b>\$ 2,234,733</b>	<b>\$ 78,350</b>	<b>\$ 2,313,083</b>	<b>100%</b>

It is our understanding that Phase 1 is to be authorized now (February 2023) and Phase 2 will be authorized at a later date (expected but not confirmed to be immediately following the completion of Phase 1).

All other aspects of the main project proposal shall remain unchanged. A copy is attached for your convenience.

Sincerely,

**Scott + Partners, Inc.**  
John B. Alden, AIA  
Principal, President  
Design Team Leader

## Explanation of Consultant Selection Committee

### New Legislative Parking Garage, Project #81284-A

Members are selected using the approved guidelines for the Division of Public Works Design and Construction "Selection of Engineers, Architects, and Surveyors". Per these guidelines, the Committee should consist of the Division Director plus two other Project Managers.

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

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

The **Project Manager**, for the specific work for which the consultant is being hired, brings additional expertise concerning the capabilities of various consultants. His architectural/engineering knowledge and years of project management experience provide a more detailed perspective about the various consultants' strengths or weaknesses and how they would fit with the project needs.

The **Commissioner**, Charlie Arlinghaus, has served in his position since 2017. Previously he served as budget director to Governor Christopher Sununu. For fifteen years prior to that, he was president of the Josiah Bartlett Center, a policy and research organization which analyzes state government finances and operations. He has written extensively about state government policy. State law describes the commissioner as "the chief fiscal planning and control officer of the state." The department's role includes managing and analyzing the financial, administrative, and operational functions of the state including the state budget, accounting and reporting, financial and human resources systems, procurement, property, facilities and fleet management, public works design and construction of major state projects, risk management, health care plans, personnel administration, and other administrative services.

<b>Position Title</b>	<b>Committee Member</b>	<b>Years of Experience</b>
Director	Theodore Kupper, P.E.	7 years State service 35 years private sector
Deputy Director	Michelle Juliano, P.E.	33 years State service
Project Manager IV	Timothy Smith	10 years State service 24 years private sector
Commissioner	Charles Arlinghaus	6 years State service 15 years private sector

Interview/Selection date: 7-Jan-20

COMMITTEE PROPOSAL RATING FOR  
LEGISLATIVE PARKING GARAGE COMPLEX

Consultant Name	Comprehension of Assignment	Clarity of Proposal	Capacity to Perform in a Timely Manner	Quality and Experience of PM/Team	Overall Suitability for the Assignment	Total Score	Cumulative Score
Harriman							75.0
Ted Kupper	4	3	4	3	3	17	
Michelle Juliano	4.5	5	4	4	4.5	22	
Timothy Smith	3	4	3	4	2	16	
Charles Arlinghaus	4	4	4	4	4	20	
Lavallee Brensinger							88.0
Ted Kupper	5	4	4	4	4	21	
Michelle Juliano	4	5	4	4	4	21	
Timothy Smith	5	5	5	5	5	25	
Charles Arlinghaus	5	4	4	4	4	21	
McFarland Johnson							75.0
Ted Kupper	5	4	4	3	3	19	
Michelle Juliano	4.5	5	4	4	4	21.5	
Timothy Smith	3	3	3	4	2	15	
Charles Arlinghaus	4	4	4	4	3.5	19.5	
Scott + Partners							90.0
Ted Kupper	5	5	4	5	5	24	
Michelle Juliano	4.5	4.5	4	5	4	22	
Timothy Smith	3	4	4	4	4	19	
Charles Arlinghaus	5	5	5	5	5	25	

<==== Highest Rating

# 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 SCOTT + PARTNERS, INC. is a Vermont Profit Corporation registered to transact business in New Hampshire on August 09, 2017. 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: 776561

Certificate Number: 0005875275



IN TESTIMONY WHEREOF.

I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 26th day of September A.D. 2022.

A handwritten signature in black ink, appearing to read "D. Scanlan", is written over a faint circular stamp.

David M. Scanlan  
Secretary of State

## CERTIFICATE OF VOTE

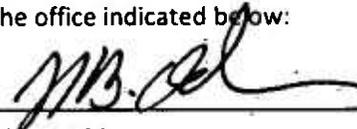
I, John B. Alden, President of **Scott + Partners, Inc.**, do hereby certify that I am the duly elected and acting President of **Scott + Partners, Inc.**, a Vermont corporation.

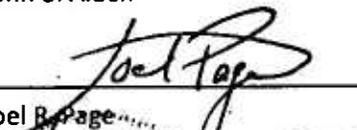
The following are true, accurate and complete copies of the resolutions adopted by the Officers and Director of the Corporation at a meeting of the said Officers held on the 7<sup>th</sup> day of October, 2022, which meeting was duly held in accordance with Vermont law and the by-laws of the Corporation:

**RESOLVED:** That this Corporation enter into an Agreement with the State of New Hampshire, acting by and through the Commissioner of the Department of Administrative Services, providing for the performance by the Corporation of certain Architectural Design services, and that the President be and hereby is authorized and directed for and on behalf of this Corporation to enter into the said Agreement with the State and to take any and all such actions and to execute, acknowledge and deliver for and on behalf of this Corporation any and all documents, agreements and other instruments (and any amendments, revisions or modifications thereto) as he may deem necessary, desirable or appropriate to accomplish the same;

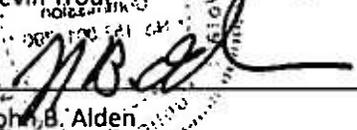
**RESOLVED:** That the signature of any Officer of this Corporation affixed to any instrument or document described in or contemplated by these resolutions shall be conclusive evidence of the authority of said officer to bind this Corporation thereby;

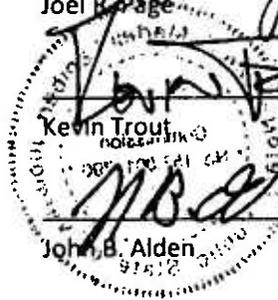
The forgoing resolutions have not been revoked, annulled or amended in any manner whatsoever, and remain in full force and effect as of the date hereof; and the following persons have been duly elected and now occupy the office indicated below:

  
\_\_\_\_\_  
John B. Alden President

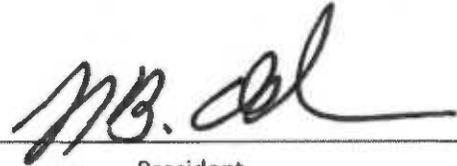
  
\_\_\_\_\_  
Joel B. Page Vice President

  
\_\_\_\_\_  
Kevin Trout Treasurer

  
\_\_\_\_\_  
John B. Alden Director



IN WITNESS WHEREOF, I have hereunto set my hand as the President of the Corporation on this  
2<sup>nd</sup> day of March 2023.



President

STATE OF VERMONT  
COUNTY OF CHITTENDEN

On this 2<sup>nd</sup> day of March, 2023, before me, Lynn Lambert-Martell, the undersigned Officer, John B. Alden, personally appeared, who acknowledge himself to be the President of Scott + Partners, Inc. , a corporation, and that he, as such President and Director being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as President.

IN WITNESS WHEREOF I hereunto set my signature below.

  
Notary Public

My Commission expires: 1/31/2025





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/26/2022

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).

<b>PRODUCER</b> Essex Agency Inc. 2 Railroad Street P.O. Box 239 Essex Junction VT 05453-0239	<b>CONTACT NAME:</b> Susan Mongeon, AIC, CPIW <b>PHONE (A/C, No, Ext):</b> (802) 878-5334 <b>E-MAIL ADDRESS:</b> Binder@essexagency.com	<b>FAX (A/C, No):</b> (802) 878-0852
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Scott and Partners Inc 7 Carmichael St Ste 2 Essex Jct VT 05452	<b>INSURER A:</b> Cincinnati Casualty	<b>NAIC #</b> 28665
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	

**COVERAGES**

CERTIFICATE NUMBER: 22-23

REVISION NUMBER:

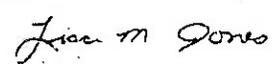
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			ECP 0439463	05/18/2022	05/18/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			ECP 0439463	05/18/2022	05/18/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			ECP 0439463	05/18/2022	05/18/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

State of NH, Dept. of Administrative Services and its agents and employees has Additional Insured status under the policies indicated in the column above as required by written contract but only to the extent that the named insured is performing ongoing operations on behalf of the additional insured. Primary, non-contributory basis is for General Liability. Umbrella follows form. 30 days notice of non-renewal or 10 days notice for non-payment. Waiver of Subrogation applies on the policies indicated in the column above as required by written contract. No WC WOS for NH

**CERTIFICATE HOLDER****CANCELLATION**

State of New Hampshire, Dept. of Admin. Services, Division of Public Works Design & Construction PO Box 483 Concord NH 03302	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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SCOT&amp;PA-01

HATEV1

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/7/2023

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 License # 0C41366 E-COMP, A Division of Granite Insurance Brokers 360 Lindbergh Avenue Livermore, CA 94551	CONTACT NAME: Jonny O'Donnell
	PHONE (A/C, No, Ext): E-MAIL ADDRESS: jodonnell@goecomp.com
INSURER(S) AFFORDING COVERAGE	
INSURED  Scott & Partners Inc 7 Carmichael St, Ste 102 Essex Junction, VT 05452	INSURER A: Travelers Commercial Casualty Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
NAIC # 40282	

## 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	ADOL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED \$ RETENTION \$ <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB0N389873	5/7/2022	5/7/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 New Legislative Parking Garage - 81284

## CERTIFICATE HOLDER

## CANCELLATION

State of New Hampshire  
 Department of Administrative Services  
 Division of Public Works Design & Construction  
 PO Box 483  
 Concord, NH 03302

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



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/7/2023

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.

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<b>PRODUCER</b> AssuredPartners Design Professionals Insurance Services, LLC 19689 7th Ave NE, Ste 183, PMB #369 Poulsbo WA 98370  License#: 6003745	<b>CONTACT NAME:</b> Rebecca Beebe <b>PHONE (A/C, No, Ext):</b> 360-626-2957 <b>E-MAIL ADDRESS:</b> Rebecca.Beebe@assuredpartners.com	<b>FAX (A/C, No):</b> 360-626-2957
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Scott + Partners, Inc. 7 Carmichael Street Suite 102 Essex Junction VT 05452	<b>INSURER A:</b> National Casualty Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	<b>NAIC #</b> 11991

**COVERAGES**

CERTIFICATE NUMBER: 1069869868

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED   RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab: Claims Made			JEO0001674	1/20/2023	1/20/2024	Per Claim Aggregate \$2,000,000 \$3,000,000

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

Additional Insured Status is not available on Professional Liability Policy.

Re: Statewide Agreement - Architectural Services

Professional Liability Deductible is \$10,000

**CERTIFICATE HOLDER****CANCELLATION**

State of New Hampshire  
 Department of Administrative Services  
 Division of Public Works Design & Construction  
 PO Box 483  
 Concord NH 03302

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

*Bonnie North*

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