

State of New Hampshire POLICE STANDARDS & TRAINING COUNCIL ARTHUR D. KEHAS

LAW ENFORCEMENT TRAINING FACILITY & CAMPUS 17 Institute Drive — Concord, N.H. 03301-7413 603-271-2133 FAX 603-271-1785

TDD Access: Relay NH 1-800-735-2964



July 18, 2013

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

REQUESTED ACTION

Authorize the New Hampshire Police Standards and Training Council (NHPSTC) to enter into a service agreement with NAMI – New Hampshire of Concord, NH (Vendor Code 166630) to provide instruction in law enforcement interaction with individuals with mental illnesses at a total contract limitation of \$21,600. This instruction to be held at the Arthur D. Kehas Law Enforcement Training Facility and Campus in Concord following Governor and Council approval and before the end of the fiscal year, June 30, 2014 at a cost of \$21,600. 100% Other Funds (penalty assessment).

Funding is available as follows:

06-87-87-08700-89990000-067-500557

\$21,600.00

EXPLANATION

Each year, the New Hampshire Police Standards & Training Council releases a request for proposals for specialized in-service training classes that we lack either the staffing or the expertise to present ourselves. These classes are offered to New Hampshire police officers at no charge to them or their departments, as a service. The funding for the classes comes out of the Penalty Assessment Fund, a 24% surcharge on court fines of which PSTC receives 66.66%. The specific classes to be provided under this agreement are one two-day session of *Effective Communication in Crisis Situations* at a cost of \$3,600, a one day session of *Responding to Juveniles with Mental Illness* at a cost of \$1,800, a one day session of *Suicide Prevention and Postvention* for a cost of \$1,800, three two-day sessions of *Handling Calls Involving the Mentally Ill* for the full-time

IN PARTNERSHIP WITH THE COMMUNITY COLLEGE SYSTEM OF NH "Law Enforcement's Strategic Partner"

police academy at a cost of \$10,800 and two half-day sessions of *Handling Calls Involving the Mentally Ill* for the part-time academy at a cost of \$3,600.

These classes were bid out as part of the RFP process that was released by NHPSTC on April 12, 2013. In that document we request bids for particular classes from an established vendor list. We then evaluate each of the submissions and assess the extent to which the content of the classes matches the description that the vendors were provided with for each class, as well as the credentials of the persons proposed to teach the classes and the price quoted. We had a group of employees from NHPSTC who are knowledgeable in police training rate and score the submissions according to a process that was developed with input from the Department of Administrative Services and the Governor's Office. Those participating were Law Enforcement Training Specialists Mark Bodanza, Tim Merrill, Jill Hamel and Benjamin Jean.

The bid and scores for Responding to Juveniles with Mental Illness were as follows:

<u>Vendor</u>	Price	BJ	MB	TM_	JH	Total_	AVG
NAMI-NH	\$1,800	64	80	70	75	289	72

NAMI was the only bidder and the evaluators determined that the class content was such that it met the best interest of NHPSTC and the law enforcement community.

The bid and scores for Suicide Prevention and Postvention were as follows:

Vendor	Price	BJ	MB	TM	JH	Total	AVG
NAMI-NH	\$1,800	65	90	70	75	300	75

NAMI was the only bidder and the evaluators determined that the class content was such that it met the best interest of NHPSTC and the law enforcement community.

The bids and scores for Effective Communication in Crisis Situations were as follows:

Vendor	Price	BJ	MB	TM	_JH	Total	AVG
NAMI-NH	\$3,600	65	90	70	80	305	76
LEEB	\$2,350	78	75	75	70	298	75

NAMI had the highest rated score of the submission and the evaluators determined that the class content was such that it met the best interest of NHPSTC and the law enforcement community. NAMI-NH has been the primary instructor of this topic within the police academy for several years and brings a NH perspective to the training and consumer interaction.

The bid and scores for *Handling Calls Involving the Mentally Ill* (2 days) full-time academy were as follows:

Vendor	Price	BJ	MB	TM	JH	Total	AVG
NAMI-NH	\$10.800	81	90	75	70	316	79

NAMI was the only bidder and the evaluators determined that the class content was such that it met the best interest of NHPSTC and the law enforcement community.

The bid and scores for *Handling Calls Involving the Mentally Ill* (2 one-half days) part-time academy were as follows:

<u>Vendor</u>	Price	BJ	MB	<u>TM</u>	<u>JH</u>	Total	<u>AVG</u>
NAMI-NH	\$3,600	81	90	70	65	306	77

NAMI was the only bidder and the evaluators determined that the class content was such that it met the best interest of NHPSTC and the law enforcement community.

There is no general fund impact to this request. These classes will be funded from the penalty assessment, a dedicated non-lapsing fund used to provide police and corrections training.

We respectfully request that you accept these courses and approve this service agreement.

Respectfully

Benjamin R Jean Support Bureau Commander





FORM P-37 (version 1/09)

Subject: In-Service Training

 ${\bf AGREEMENT}$ The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1.1 State Agency Name		1.2 State Agency Address						
NH Police Standards and Tr	raining Council	17 Institute Drive, Concord, NH 03301						
1.3 Contractor Name		1.4 Contractor Address						
NAMI-NH		85 North State Street, Concord, NH 03301						
1.5 Contractor Phone Number 603-225-5359	1.6 Account Number 06-87-87-08700-89990000-067-500557	1.7 Completion Date 06/30/2014	1.8 Price Limitation \$21,600					
1.9 Contracting Officer for	-	1.10 State Agency Telephone Number						
Donald L. Vittum, Director		603-271-2133						
1.11 Contractor Signature		1.12 Name and Title of Con						
The Thirt		Kenneth Norton, Exec	utive Director					
1.13 Acknowledgment: State of NH County of NCrrivrock On 1-16-13, 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 No	otary or Justice of the Peace	PATRICIA A. MARD My Commission Expi						
1.14 State Agency Signature		1.15 Name and Title of Stat	e Agency Signatory					
BILL	— Tur	Donald L. Vittum, Director						
1.16 Approval by the N.H. I	Department of Administration,	Division of Personnel (if application	able)					
By:		Director, On:						
1.17 Approval by the Attorn	ey General (Form, Substance a	nd Execution)						
By: Vans	7.45	On: 7/19/2013						
1.18 Approval by the Gover	nor and Executive Council		i i					
Ву:		On:						



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, this Agreement, and all obligations of the parties hereunder, shall and orders of federal, state, county or municipal authorities not become effective until the date the Governor and Executive Council approve this Agreement ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior 6.2 During the term of this Agreement, the Contractor shall to the Effective Date shall be performed at the sole risk of the not discriminate against employees or applicants for 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 payaffirmative action to prevent such discrimination. 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 Contractor's books, records and accounts for the purpose of 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, 7. PERSONNEL. 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. licensed and otherwise authorized to do so under all

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 or corporation with whom it is engaged in a combined effort only and the complete reimbursement to the Contractor for all to perform the Services to hire, any person who is a State 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

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement

the contract price.

2. EMPLOYMENT OF CONTRACTOR/SERVICES TO 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, which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. In addition, the Contractor shall comply with all applicable copyright laws.

employment because of race, color, religion, creed, age, sex, nandicap, sexual orientation, or national origin and will take

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 ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

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

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 employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.

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

8. EVENT OF DEFAULT/REMEDIES.

- 8.1 Any one or more of the following acts or omissions of the matter, content, and number of copies of the Termination Contractor shall constitute an event of default hereunder ("Event of Default"):
- 8.1.1 failure to perform the Services satisfactorily or on
- 8.1.2 failure to submit any report required hereunder; and/or
- 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 employees. of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) The Contractor shall not assign, or otherwise transfer any days from the date of the notice; and if the Event of Default is interest in this Agreement without the prior written consent of 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 Eventprior written consent of the State. of Default and suspending all payments to be made under this 13. INDEMNIFICATION. The Contractor shall defend, 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 contained shall be deemed to constitute a waiver of the

9. DATA/ACCESS/CONFIDENTIALITY/ PRESERVATION.

- 9.1 As used in this Agreement, the word "data" shall mean all **14. INSURANCE.** 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 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 8.1.3 failure to perform any other covenant, term or condition 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

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

the N.H. Department of Administrative Services. None of the Services shall be subcontracted by the Contractor without the

lindemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by he 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 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.

- 14.1 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 \$250,000 per claim and \$2,000,000 per occurrence; and
- 14.1.2 fire and extended coverage insurance 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.
- 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

Contractor Initials

identified in block 1.9, or his or her successor, certificate(s) of inures to the benefit of the parties and their respective insurance for all renewal(s) of insurance required under this Agreement no later than fifteen (15) 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 endeavor to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than ten 21. HEADINGS. The headings throughout the Agreement (10) 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 Agreements and understandings relating hereto. 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.
- 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

- 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.
- 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
- 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

Contractor Initials

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Exhibit A

The contractor will provide instruction, instructors, and all instructional materials for the following classes to be held at the New Hampshire Police Standards and Training Council (PSTC):

In-Service Training Classes:

Effective Intervention in Crisis Situations	05/14/14 - 05/15/14	\$3,600 25 students
Responding to Juveniles with Mental Illness	02/20/14	\$1,800 25 students
Suicide Prevention and Postvention	10/03/13	\$1,800 25 students
Full-time Academy Classes:		
Handling Calls Involving the Mentally III		
161 st Academy Session 162 nd Academy Session 163 rd Academy Session	8/19/13 – 8/20/13(tentative) TBD TBD	\$3,600 60 students \$3,600 60 students \$3,600 60 students
Part-time Academy Classes:		
265 th Academy Session 266 th Academy Session	11/5/13 – 11/7/13 TBD	\$1,800 60 students \$1,800 60 students

PSTC will assess enrollment for each In-Service course 20 days prior to presentation and if sufficient enrollment does not exist, the course will be canceled with notice to the vendor no later than 15 days prior to the presentation without cost to PSTC. Academy class dates will be set as mutually agreed by the contractor and PSTC. Set dates may be changed by PSTC at any time with prior notice.

TOTAL

Exhibit B

Upon completion of each class scheduled, and submission of an invoice, the contractor will be paid the sum as outlined in Exhibit "A".

Exhibit C

The contractor will abide by all the conditions and requirements outlined in the "RFP for In-Service Training Course" released April 12, 2013.

Contractor Initials:
Date: \[\frac{\frac{1}{1} \lambda \lambda}{13} \]

\$21,600



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 NAMI NEW HAMPSHIRE is a New Hampshire nonprofit corporation formed September 24, 1982. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 16th day of July A.D. 2013

William M. Gardner Secretary of State

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CERTIFICATE OF VOTE

I,	Linda	S.	Paquett	e, do	hereby	certify	that:

- 1. I am the duly elected Secretary of **NAMI New Hampshire**.
- 2. The following are true copies of two resolutions duly adopted at a meeting of the Board of Directors of the Corporation duly held on <u>July 16, 2013</u>.

RESOLVED: That this Corporation enter into a contract with the State of New Hampshire, Police Standards & Training Council, concerning the following matter:

To Provide: Instruction. Instructors and all instructional materials for NAMI NH classes to be held at the NH Police Standards and Training Council (PSTC).

RESOLVED: That the <u>Executive Director</u> hereby is authorized on behalf of this Corporation to enter into the said contract with the State and to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as (s)he may deem necessary, desirable or appropriate.

- 3. The foregoing resolutions have not been amended and remain in full force and effect as of **July 16, 2013**.
- 4. **<u>Kenneth C. Norton</u>** is the duly elected **<u>Executive Director</u>** of the Corporation.

(Seal)

(Corporation)

(Signature of Secretary)

State of New Hampshire

County of Merrimack

The foregoing instrument was acknowledged before me this $\underline{16^{th}}$ day of \underline{July} , $\underline{2013}$.

by Linda S. Paquette.

Name: April L. Couture

Title: Notary Public/Justice of the Peace

Commission Expires: May 25, 2016



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/16/2013

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

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

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PRO	PRODUCER						CONTA NAME:	^{CT} Pat Ma	ck				
E	& S	3 Insuranc	ce	Services I	rrc			PHONE (A/C. No	o. Ext): (603)	293-2791	FAX (A/C, No);	(603) 2	293-7188
21	M€	eadowbrool	k L	ane				E-MAIL ADDRESS: pat@esinsurance.com					
P	O E	3ox 7425							INS	SURER(S) AFFOR	RDING COVERAGE		NAIC #
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СО	VEF	RAGES		CER	TIFIC	CATE	ENUMBER:2013 Certi	ifica	te		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	INSU	RANCE	INSR	SUBR	POLICY NUMBER		(MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	s	
	GEN	NERAL LIABILITY									EACH OCCURRENCE DAMAGE TO RENTED	\$	1,000,000
	X	COMMERCIAL G	ENER	AL LIABILITY							PREMISES (Ea occurrence)	\$	100,000
A		CLAIMS-MA	DE [X OCCUR		MAC5464231-12		5/7/2013	5/7/2014	MED EXP (Any one person)	\$	5,000	
		ļ									PERSONAL & ADV INJURY	\$	1,000,000
										GENERAL AGGREGATE	\$	3,000,000	
	GE	N'L AGGREGATE L		APPLIES PER:							PRODUCTS - COMP/OP AGG	\$	3,000,000
	х	POLICY PI	RO- ECT	LOC								\$	
	AUT	TOMOBILE LIABILI	ΙΤΥ								COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000
A	ANY AUTO								BODILY INJURY (Per person)	\$			
••		ALL OWNED AUTOS		SCHEDULED AUTOS NON-OWNED			MAC5464231-12		5/7/2013	5/7/2014	BODILY INJURY (Per accident)	\$	
	X	HIRED AUTOS	Х	NON-OWNED AUTOS							PROPERTY DAMAGE (Per accident)	\$	
												\$	
	X	UMBRELLA LIAB	<u>, </u>	OCCUR							EACH OCCURRENCE	\$	1,000,000
A		EXCESS LIAB		CLAIMS-MADE							AGGREGATE	\$	1,000,000
		DED X RET	ENTK	ON\$ 10,000			UMB1898607-03		5/7/2013	5/7/2014		\$	_
В									WC STATU- OTH- TORY LIMITS ER				
	AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		N/A						E.L. EACH ACCIDENT	\$	500,000		
			N/A	TWC3336509	TWC3336509	10/10/2012	2 10/10/2013	E.L. DISEASE - EA EMPLOYEE	\$	500,000			
If yes, describe under DESCRIPTION OF OPERATIONS below								E.L. DISEASE - POLICY LIMIT	\$	500,000			
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)													

State of New Hampshire	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFOR THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED II ACCORDANCE WITH THE POLICY PROVISIONS.				
Police Standards and Training Council 17 Institute Drive	AUTHORIZED REPRESENTATIVE				
Concord, NH 03301-7413	Pat Mack/PAT Pat mack				

CANCELLATION

ACORD 25 (2010/05) INS025 (201005) 01

CERTIFICATE HOLDER

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