

(603) 271-3201

# State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

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



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

Bureau of Public Works
Design &Construction

November 1, 2013

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

#### **REQUESTED ACTION**

Authorize the Department of Administrative Services, Bureau of Public Works Design and Construction to enter into an agreement with Ackroyd Engineering, LLC, (Vendor Code 159085) 757 Chestnut Street, 2<sup>nd</sup> Floor, Manchester, NH, 03104 in an amount not to exceed \$300,000 for Electrical Services required for planning, design and construction of various Public Works' Projects as necessary and required by the Department. The contract is effective from the date of Governor and Council approval through June 30, 2016.

#### **EXPLANATION**

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

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

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

Her Excellency, Governor Margaret Wood Hassan and the Honorable Council November 1, 2013 Page 2 of 3

The consultant selection process employed by the Department for this project is in accordance with RSAs 21-1:22, 21-1:22-c, and 21-1:22-d, all applicable Federal Laws and the Department's procedures for "Selection of Engineers, Architects and Surveyors dated July 28, 2005. Cumulative scoring was used in this selection process in order to assure that the perspective of each committee member received proper consideration during scoring deliberations. Each committee member, Mark Nogueira, Michelle Juliano, Gordon Graham and Beverly Kowalik, brings different strengths and knowledge to the table. This allows thorough discussion and weighing of the different perspectives during the scoring process. This process also makes follow-up explanations to the unselected firms easier.

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

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

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

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

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

Her Excellency, Governor Margaret Wood Hassan and the Honorable Council November 1, 2013 Page 3 of 3

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

Respectfully submitted,

Sulv on Holylon Linda M. Hodgdon,

Commissioner

#### Explanation of \$tatewide Consultant Committee Selection

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

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

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

Administrator PM6

Asst. Administrator PM5

Project Mgr – PM 4 Project Mgr – PM 4 Mark T. Nogueira - 24 years private/state

service

Michelle Juliano - 25 years State service Gordon Graham - 11 years State service

Beverly Kowalik - 20 year State Service

# COMMITTEE PROPOSAL RATING FOR ELECTRICAL STATEWIDE

								•
Consultant Name	Comprehension of Assignment	Clarity of Proposal	Capacity to Perform in a Timely Manner	Quality and Experience of PM/Team	Overall Suitability for the Assignment	Total Score	Cumulative Score	
Ackroyd Engineering							90.5	<===== Highest Rating
Mark Nogueira	4	4	4	4	4	20		'
Michelle Juliano	4	4	5	5	5	23		
Gordon Graham	5	5	4	5	4	23		
Beverly Kowalik	5	5	4.5	5	5	24.5		
Lee F Carroll		_					91.0	<===== Highest Rating
Mark Nogueira	4	4	4	4.5	4	20.5		'
Michelle Juliano		4	5	5	5	23		
Gordon Graham	5	5	4	5	4	23		
Beverly Kowalik	5	5	4.5	5	5	24.5		
Colby Co. Engineering							90.0	<===== Highest Rating
Mark Nogueira	4.5	4.5	4.5	4.5	4.5	22.5		'
Michelle Juliano	4.5	4.5	4.5	4.5	4.5	22.5		
Gordon Graham	4	4	5	5	4	22		
Beverly Kowalik	5	4.5	4.5	4.5	4.5	23		
DuBois & King							88.5	1
Mark Nogueira	4.5	4.5	5	4.5	4.5	23		
Michelle Juliano	4	4	4	5	5	22		
Gordon Graham	5	4	4	4	4	21		
Beverly Kowalik	4	4.5	4.5	4.5	5	22.5		
SMRT		_					84.0	1
Mark Nogueira	4	4.5	4.5	4.5	4	21.5		
Michelle Juliano	4	3.5	4	3.5	4	19		
Gordon Graham	4	4	4	5	4	21		
Beverly Kowalik	4.5	4.5	4.5	4.5	4.5	22.5		
Stantec							88.5	1
Mark Nogueira	4.5	4.5	4.5	4.5	4.5	22.5		
Michelle Juliano	4	4	4	5	5	22		
Gordon Graham	4	4	5	5	4	22		
Beverly Kowalik	4.5	4.5	4	4.5	4.5	22		

# Ackroyd Engineering, LLC

### CONSULTING ELECTRICAL ENGINEERS

# RECEIVED

JUN 21 2013

Bureau of Public Works
June 21, 2013

Mr. Mark T. Nogueira, P.E.
Administrator, Bureau of Public Works Design and Construction P.O. Box 483
7 Hazen Drive, Rm. 250
Concord, NH 03302-0483

Re: Statewide – Electrical Engineering Services

Dear Mark:

In response to your June 7, 2013 Request For Proposal, *Ackroyd Engineering, LLC*, is pleased to present herewith our Proposal to provide on-call Statewide Electrical Engineering Services for a three year period. Our scope of services shall be to prepare design and construction documents suitable for competitive bidding, make on site observations and provide inspectional services with reports on an as-needed basis for projects that are awarded to us.

Our experience spans four decades in delivering electrical engineering services to clients relating to a wide range of projects. All of the Electrical services requested are within our field of expertise. We are knowledgeable of the requirements of A.D.A., N.F.P.A., Codes for Life Safety, Electrical, Fire Alarm, Lightning Protection and Emergency and standby Power Systems as well as International Building Codes, State of N.H. Energy Codes, High Performance Design Standard and the Elevator Code which, based on past experience, form the basis of electrical designs for Bureau of Public Works Projects.

We would undertake each assignment by obtaining clear direction from the Bureau of Public Works Project Manager responsible for the project. We would confer with the project Architect and other consultants on the Project to ensure that location of electrical equipment is coordinated and that the electrical requirements of equipment specified by other consultants is accommodated in our electrical design. With this information, we would prepare Schematic Design Documents with a cost estimate for review by the Project Manager to receive authorization to proceed to the Design Development Phase.

The Design Development Phase would further develop plans with outline specifications and a refined estimate of construction costs for review by the Project Manager to receive authorization to proceed with Construction Documents Phase.

Construction Documents shall clearly define the electrical requirements for the project and shall be coordinated with the Project Manager as well as with other consultants working on the Project. The construction cost estimate will be updated to reflect the work required by the construction documents.

During the Bidding Phase, we would assist the Project Manager in answering bidders' questions and issuing addenda as necessary.

In the Construction Administration Phase, we would review shop drawings, make site visits during construction and issue field reports, prepare punch lists and be available during start up and commissioning of the building. We would assist the Project Manager in evaluating changes in the work and would review written guarantees, Record Drawings and Operating and Maintenance Manuals.

We have a dedicated in-house team that recognizes the need to complete all projects that we undertake in a timely manner. In most instances, we complete our work within someone else's schedule, which is established by an Owner, Architect or Builder. We generally have to coordinate with other Consultants such as HVAC, Plumbing and Fire Protection Engineers, suppliers of Audio/Visual Equipment, Office Equipment and Furniture to ensure that Our Documents accommodate their electrical, Tel/Data and Fire Alarm requirements in order to produce our documents in accordance with the established time schedule for completion of Plans and Specifications.

From many years of experience we have learned to effectively manage the needs of each project that we undertake and meld these needs seamlessly with the needs of other ongoing projects. We have a proven track record with both new and repeat clients including the Bureau of Public Works. Our efforts were provided in a timely manner for the fit up of the DHHS office in Manchester, Troop D Barracks for the State Police and the DMV Building in Concord as well as the Brown Building and Parking Garage. At this time, our "Mountain Top Communication Site Upgrades - Statewide project is being completed. All of the afore mentioned projects were undertaken concurrently with other in-house projects.

Our team that will be assigned to provide the Electrical Engineering Services for the Bureau of Public Works Projects shall be as follows:

- Charles W. Ackroyd, P.E., Project Manager, (Resume follows)
- Marian Szarkowski, CADD Technician, (Resume follows)
- Nicole Roy, Office Manager, (Resume follows)

Historically, it has been our experience that we have not needed the services of the consultants to complete our Electrical Engineering assignments and do not a Bureau of Public Works Projects. subconsultants to complete our Electrical Engineering assignments and do not anticipate

If you have any questions or need additional information please contact me at the number above.

Very truly yours,

Charles W. Ockroy

Charles W. Ackroyd, P.E.

CWA/nr Encl.

### **RESUME**

#### CHARLES W. ACKROYD, P.E.

Mr. Ackroyd is a Registered Professional Electrical Engineer in the states of New Hampshire, Massachusetts, Maine and Vermont. He has over forty years of experience in electrical engineering design and consulting engineering. Mr. Ackroyd studied at Wentworth Institute and received a diploma from Coyne Electrical Technical School, a Division of Mount Ida College.

Mr. Ackroyd specializes in the following electrical engineering disciplines:

- Power distribution systems
- Lighting design and control
- Stand-by power generation
- Uninterruptible power supplies
- Power factor analysis and correction
- Fire alarm systems
- Audio and video communication systems
- Security systems
- Lightning protection systems
- Computerized building automation systems
- Life cycle cost analysis

Mr. Ackroyd has completed a multitude of projects consisting of new facilities as well as adaptive reuse of existing buildings and energy conservation studies for both institutional and private facilities.

He is knowledgeable with the applicable Codes and Standards necessary to evaluate facilities. Charles Ackroyd is experienced in conducting energy audits and providing prioritized recommendations with associated costs for implementation. He stays abreast of all new laws and codes changes nationally and statewide.

Mr. Ackroyd served as the principal Electrical Engineer in several multidiscipline Consulting Engineering Firms as indicated in the attached Work History. Currently, Mr. Ackroyd is the Owner of Ackroyd Engineering, LLC and serves as the manager and principal Electrical Engineer. Also, Mr. Ackroyd has been appointed to and currently serves on the New Hampshire Board of Professional Engineers.

Education:

Coyne Electrical Technical School

Division of Mt. Ida College

Boston, MA

Diploma, 1965-1967

Wentworth Institute

Boston, MA

Electrical Technology, 1964-1965

Professional Registration:

State of New Hampshire #7318 Commonwealth of Massachusetts #34801 State of Maine #7755 State of Vermont #5713

Affiliations:

NH Society of Professional Engineers

National Society of Professional Engineers

Illuminating Engineering Society of North America

National Fire Protection Association Association of Energy Engineers Construction Specification Institute

## **WORK HISTORY**

2000-Present Ackroyd Engineering, LLC

Manchester, NH

Owner and Principal Engineer

1991-2000 A & K Engineering, Inc.

Auburn, NH

Co-owner, Vice President, Treasurer, and principal

Electrical Engineer

1986-1991 Integrated Engineered Systems, Inc.

Manchester, NH

Co-owner, Vice President, and principal Electrical

Engineer

1985-1986 Energy Systems Industries, Inc.

Manchester, NH

Principal Electrical Engineer

1983-1985 Balco

Boston, MA

Principal Electrical Engineer and manager of Energy

Management Systems Department

1974-1983 Rollins, King & McKone and Associates, Inc.

Manchester, NH

Co-owner, Vice President and principal Electrical

Engineer

1971-1974 Blanchette and Flecchia

Manchester, NH Electrical designer

1969-1971 Rollins, King & McKone

Manchester, NH

Electrical Designer and Draftsman

1967-1969 Francis Associates/Sippican Corporation

Cambridge, MA Electrical Draftsman

#### **MARIAN SZARKOWSKI**

**EDUCATION:** 

2008 New Hampshire Technical Institute

Associate in Architecture Engineering

1994 Middlesex Community College

One semester of general study: Calculus III, ESL, Reading

1984 Bialystok Polytechnic Institute: (BTU) Bialystok, Poland

Bachelor of Civil Engineering, Technology and Organization of Building, minor in

Structural Engineering

**EXPERIENCE:** 

6-2007 to present *CAD technician* 

Ackroyd Engineering, LLC Manchester, NH

Prepare electrical and fire protection designs and CAD drawings for industrial, educational, commercial and residential buildings utilizing Autodesk MEP 2014

software.

9-2005 to present Architectural Engineering Clerk

New Hampshire Technical Institute Concord, NH

Prepare and update floor plans of existing campus building using Autodesk Architectural Desktop 2008 & AutoCad. Produce plans by taking field measurements, prepare schedules on area, size and use of campus properties.

1997 - 2007 Instructional Assistant

Concord School District Concord, NH

Concord High School Regional Vocational Center, Construction Technology

Program.

Contribute trade information relevant to daily lesson plans. Instruct and control work procedures and techniques. Work with students on projects. Oversee

safety rules. Recommend technical and design changes in the shop.

1991- 1993 *Foreman* 

Subcontractor for AMRE Inc. Connecticut

Restoration of apartment buildings, new apartment and custom houses. Supervising and coordinating the work of employees, prepare work schedules and assignments, planning and mandate materials and supplies. Inspect projects, recommend design changes in the field as required. Instruct and oversee work

procedures and techniques, safety rules and building codes.

1974-1985 Assistant to Principal Architect and Structural Designer of Apartment and

Industrial Buildings

Inwestprojekt -Design and Development Company Bialystok, Poland Manually prepare architectural and structural plans and drawings. Projects included multistory residential and commercial buildings. Structural plans and drawings of steel structures and prefabricated reinforced concrete elements.

### **Nicole Roy**

Support management focusing on working knowledge of acquired experience and bookkeeping accounting skills.

**Education:** 

New Hampshire College (SNHU) Manchester, NH

Bachelor of Science in Business Administration

GPA 3.59

1997

Minor: Human Resources Management

Magna Cum Laude

Honor Societies: Delta Mu Delta; Golden Key recipient

**Experience:** 

1980 to present

Co-owner

Roylin Home Designs, LLC

Bedford, NH

Establish successful small construction company

Manage all financial and personnel affairs

2004 to present

Office Manager (part-time)

Ackroyd Engineering, LLC

Bookkeeping, administrative functions

1999 to 2000

Director of Human Resources (part-time)

St. Joseph Residence

Manchester, NH

Reduced Worker's Compensation rate

Administered all benefits (health, dental, life, pension, etc.)

Processed compensation for over 50 employees -Three shift differential Addressed all aspects of employee relations, recruitment, orientation &

disciplinary policies

Created computerized database for employee record maintenance

1993 - 1996

Loan Processor (part-time)

Notre Dame College

Manchester, NH

Customer relations

Processed all financial aid loan applications

1990 - 1993

Assistant to the Director of Fraternal Activities

Association Canado-Americaine

Manchester, NH

Coordinated three summer camp sessions

Assisted with camp budgets

Promoted camp sessions and Association affairs through business

development

Recruited participants and benefactors

Executed special projects Supervised volunteers

Developed effective tracking system for cultural videotape distribution

Site selection & camp counselors recruitment

**Computer Experience:** 

Microsoft Access, MS Word, Excel, QuickBooks2004, Internet

She enjoys continuing education, loves biking and spending time with her family.



**ID 25 (2010/05)** 

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/21/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS SERTIFICATE 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 SEPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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

<u>ertificate holder in lieu of such endors</u>	semer	ıt(s).			T = = : = = = =		<u> </u>				
DUCER					CONTAC NAME		P. BIXBY,				
					PHONE (A/C, No.	PHONE (A/C, No, Ext): 401/949-2120 FAX (A/C, No): 401/949-					
BIXBY INSURANCE AGENCY	, INC				É-MAIL ADDRÉS	S:					
P.O. BOX 830 651 PUTNAM				INSURER(S) AFFORDING COVERAGE							
GREENVILLE, RI 02828			INSURER	INSURER A: TRAVELERS INSURANCE COMPANY							
RED			INSURER	8:							
ACKROYD ENGINEERING			INSURER	C:							
757 CHESTNUT STREET,					INSURER						
MANCHESTER, NH 0310			INSURER E:								
WATER TO THE TANK OF THE					INSURER						
VERAGES CER	TIFIC	ATE	NUMB	ER: 100016							
HIS IS TO CERTIFY THAT THE POLICIES IDICATED. NOTWITHSTANDING ANY RE ERTIFICATE MAY BE ISSUED OR MAY POLICIONS AND CONDITIONS OF SUCH PROMITIONS O	QUIRE	MENT	, TERM HE INSI	I OR CONDITION O URANCE AFFORDE	FANYC DBYTH	ONTRACT O E POLICIES	R OTHER DO: DESCRIBED I	CUMENT WITH RESPECT T HEREIN IS SUBJECT TO A	TO WHI	CH THIS	
	ADDL INSR		111331		TINVE BE	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT			
TYPE OF INSURANCE	INSR	WVD		POLICY NUMBER		MM/DD/YYYY)	(MM/DD/YYYY)				
GENERAL LIABILITY								DAMAGE TO RENTED PREMISES (Ea occurrence)	\$		
COMMERCIAL GENERAL LIABILITY					İ				\$		
CLAIMS-MADE OCCUR	1 1		.					MED EXP (Any one person)	\$		
					-			PERSONAL & ADV INJURY	\$		
								GENERAL AGGREGATE	\$		
GEN'L AGGREGATE LIMIT APPLIES PER:		i						PRODUCTS - COMP/OP AGG	\$		
POLICY PRO- JECT LOC	-					· ·		COMBINED SINGLE LIMIT	\$		
AUTOMOBILE LIABILITY		- !						(Ea accident)	\$		
ANY AUTO								BOOILY INJURY (Per person)	\$		
ALL OWNED SCHEDULED AUTOS								BODILY INJURY (Per accident)	\$		
HIRED AUTOS NON-OWNED AUTOS								PROPERTY DAMAGE (Per accident)	\$		
									\$		
UMBRELLA LIAB OCCUR		- 1						EACH OCCURRENCE	\$		
EXCESS LIAB CLAIMS-MADE								AGGREGATE	\$		
DED RETENTION \$									\$		
WORKERS COMPENSATION								WC STATU- OTH- TORY LIMITS ER			
AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE	N/A				į	İ		E.L. EACH ACCIDENT	\$		
OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	"'^	1				j		E.L. DISEASE - EA EMPLOYEE	\$		
If yes, describe under DESCRIPTION OF OPERATIONS below								E.L. DISEASE - POLICY LIMIT	\$		
DESCRIPTION OF OF EIGHTONG BOOM			_								
PROFESSIONAL LIABILITY CLAIMS MADE			10542			4/2/12	4/2/14	\$2,000,000 PER CLAI AGGREGATE	M/		
UPTION OF OPERATIONS / LOCATIONS / VEHICL	LES (At	tach AC	ORD 101	, Additional Remarks S	chedule, if	more space is i	required)				
UCTIBLE: \$0			,								
TIFICATE HOLDER					CANC	ELLATION	l				
STATE OF NEW HAMPSHIRE ADMINISTRATIVE SERVICES BUREAU OF PUBLIC WORKS PO BOX 483 CONCORD, NH 03302-0463	3				ACCO	EXPIRATION	I DATE THE	ESCRIBED POLICIES BE CAREOF, NOTICE WILL BY PROVISIONS.			
					1//	fort_	1.5	M			
					/	©	1988-2010 A	CORD CORPORATION.	All right	s reserved	

The ACORD name and logo are registered marks of ACORD



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/18/13

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, A					•				_		
IMPORTANT: If the certificate holder	is a	n AD	DITION	IAL INSURED, the	policy(	(ies) must be	e endorsed.	If SUBROGATION IS W	AIVE	D, subject to	
the terms and conditions of the policy	, cer	tain	policies	s may require an e	endorse	ment. A sta	tement on th	nis certificate does not c	onfer	rights to the	
certificate holder in lieu of such endor	seme	ent(s	)		CONTA	ст				· ·	
ODUCER Derty Mutual Insurance					PHONE			FAX			
Box 188065			(A/C, No	o, Ext):		(A/C, No):					
irfield, OH 45018 Il New England					ADDRE	SS:					
/ Now England				INS	URER(S) AFFOR	DING COVERAGE		NAIC #			
				INSURE	RA:Peerles	s Insuranc	e Company		24198		
URED ACKROYD ENGINEERIN			INSURE	RB:							
757 CHESTNUT ST 2ND		INSURE	RC:								
MANCHESTER, NH 0310	*				INSURE	RD:					
										1	
					INSURER E :						
OVERAGES CEF	TIFI	CAT	E-NUM	RER				REVISION NUMBER:		<del></del>	
THIS IS TO CERTIFY THAT THE POLICIES		_			VF RFF	N ISSUED TO	THE INSURI		HE PO	I ICY PERIOD	
NDICATED. NOTWITHSTANDING ANY R PERTIFICATE MAY BE ISSUED OR MAY EXCLUSIONS AND CONDITIONS OF SUCH	EQUIF PERT	REME TAIN,	ENT, TEI THE IN	RM OR CONDITION SURANCE AFFORD	I OF AN' DED BY	Y CONTRACT THE POLICIE	OR OTHER S DESCRIBE	DOCUMENT WITH RESPE D HEREIN IS SUBJECT TO	CT TO	WHICH THIS	
TYPE OF INSURANCE	ADDL	. SUBR	3	POLICY NUMBER		POLICY EFF	POLICY EXP	LIMIT			
GENERAL LIABILITY	INSR	WVD	1	POLIC! NOMBER		(MM/DD/YYYY)	(MM/DD/YYYY)	EACH OCCURRENCE	s	1,000,00	
<del></del>	X		BOP9	440246		09/02/13	09/02/14	DAMAGE TO RENTED		50,00	
COMMERCIAL GENERAL LIABILITY	^		50.5	140240		00/02/10	03/02/14	PREMISES (Ea occurrence)	\$		
CLAIMS-MADE X OCCUR	]:	ŀ	1 .					MED EXP (Any one person)	\$	5,00	
X Business Owners								PERSONAL & ADV INJURY		1,000,00	
	1							GENERAL AGGREGATE	\$	2,000,000	
GEN'L AGGREGATE LIMIT APPLIES PER:								PRODUCTS - COMP/OP AGG	\$	2,000,00	
X POLICY PRO- JECT LOC	↓	<u> </u>							\$	·	
AUTOMOBILE LIABILITY	ľ	-	}	,				COMBINED SINGLE LIMIT (Ea accident)	\$		
ANY AUTO	1							BODILY INJURY (Per person)	\$		
ALL OWNED SCHEDULED AUTOS	1							BODILY INJURY (Per accident)	\$		
HIRED AUTOS NON-OWNED		1						PROPERTY DAMAGE (Per accident)	\$		
ACTOR!			-					1. 0. 000.00.117	\$		
UMBRELLA LIAB OCCUR	<del>                                     </del>	$\vdash$	1					EACH OCCURRENCE	\$		
EXCESS LIAB CLAIMS-MADE		1	) !				AGGREGATE	\$			
OB amo made	1							AGGREGATE			
DED RETENTION \$  WORKERS COMPENSATION	$\vdash$	+	<del>                                     </del>	_				WC STATU- OTH-	<u>\$</u>		
AND EMPLOYERS' LIABILITY Y/N	l		WC94	44746		09/02/13	09/02/14			400.000	
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N/A		WC944	44740		09/02/13		E.L. EACH ACCIDENT	\$	100,000	
(Mandatory in NH) If yes, describe under	1							E.L. DISEASE - EA EMPLOYEE		100,000	
DESCRIPTION OF OPERATIONS below	↓		<b>├</b>			·		E.L. DISEASE - POLICY LIMIT	\$	500,000	
•			ł								
			1								
:RIPTION OF OPERATIONS / LOCATIONS / VEHIC	LES (/	Attach	ACORD 1	101, Additional Remarks	Schedule	, if more space is	required)				
TE OF NEW HAMPSHIRE DEPT C	FA	DMI	NISTR	ATIVE SERVICE	S BUR	EAU OF PU	BLIC				
KS DESIGNS & CONSTRUCTION FRACT, AGREEMENT OR PERMIT	' SU	BJE(	TT TO	GENERAL LIAF	REQU	ADDITION	A WKITTEN VAL				
TRED PROVISION.											
DAYS NOTICE FOR CANCELLATI	ON.	10	DAYS	NOTICE FOR N	юи -	PAYMENT C	OF PREMIU	M			
					0.4116						
TIFICATE HOLDER				CANC	CANCELLATION						
			STANEW2	eno	III D ANY OF T	THE ABOVE D	ESCRIPED DOLICIES DE C	NOT			
				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN							
CTATE OF NEW HAMPSI	JIDE	DE	OT OE					Y PROVISIONS.			
STATE OF NEW HAMPSH ADMINISTRATIVE SERVI											
OF PUBLIC WORKS DES					AUTHO	RIZED REPRESE	NTATIVE				
	1011	u 0.	01101								
PO BOX 483				Linda E. Schreder							

CONCORD, NH 03302-0483



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/18/2013

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).

certificate holder in lieu of such endo	rsem	ent(s	j).								
RODUCER						CT Sandi					
Cane Insurance			PHONE (A/C, N	PHONE (A/C, No. Ext): 603-433-5600 FAX (A/C, No): 603-433-0007							
42 State Street			E-MAIL ADDRI	<sub>SS:</sub> sandi@	kaneins.c	.ommo					
						IN	SURER(S) AFFO	RDING COVERAGE			NAIC#
ortsmouth NH 0	380:	1			INSUR	ER A :Merch	ants Mut	ual Ins Co			23329
ISURED					INSUR	ER B :				_	
ckroyd Engineering LLC			INSUR	ER C:							
57 Chestnut Street 2nd E		INSUR	ERD:								
					INSUR	ER E :					
anchester NH 0					INSUR						
				MBER:13-14 Mas				REVISION NUM			
THIS IS TO CERTIFY THAT THE POLICIE INDICATED. NOTWITHSTANDING ANY F CERTIFICATE MAY BE ISSUED OR MAY EXCLUSIONS AND CONDITIONS OF SUC	EQUII PER POL	REME TAIN, ICIES	NT, TE THE I LIMIT	ERM OR CONDITION NSURANCE AFFORD	OF AN ED BY	Y CONTRACT THE POLICIE REDUCED BY	FOR OTHER ES DESCRIBE PAID CLAIMS	DOCUMENT WITH D HEREIN IS SUB 3.	1 RESPE	CT TO	WHICH THIS
R TYPE OF INSURANCE	ADDI	SUBI	3	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)		LIMIT	rs	
GENERAL LIABILITY								EACH OCCURRENCE		\$	
COMMERCIAL GENERAL LIABILITY		ł	ľ			1		PREMISES (Ea occu	ED (mence)	\$	
CLAIMS-MADE OCCUR		1	ł			}		MED EXP (Any one p	person)	\$	
	-		} .			]		PERSONAL & ADV I	NJURY	5	
	-}		ļ			and Maria and Applica		GENERAL AGGREG	ATE	\$	
GEN'L AGGREGATE LIMIT APPLIES PER:	1							PRODUCTS - COMP	/OP AGG	\$	<u>·</u>
POLICY PRO- JECT LOC	-	-				, , , , , , , , , , , , , , , , , , ,		COMBINED SINGLE	LIMIT :	\$	
AUTOMOBILE LIABILITY	]	ĺ						(Ea accident)		\$	1,000,000
ANY AUTO ALL OWNED SCHEDULED		ĺ	CAPT	05171 <b>4</b>		5/1/2013	5/1/2014	BODILY INJURY (Pe		\$	
AUTOS AUTOS		1		32724		5,1,1013	7,1,2014	BODILY INJURY (Pe			
HIRED AUTOS X AUTOS	1		1					(Per accident)		\$	
UMBRELLA LIAB OCCUR	+	+-	-				·	Medical payments		\$	5,000
H	_	1				}		EACH OCCURRENC	<u>E</u>	\$	
CD and we	듹							AGGREGATE	_	\$	
DED   RETENTION \$   WORKERS COMPENSATION	+	1	_					WC STATU- TORY LIMITS	ОТН-	\$	
AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE	1 I		[				]	E.L EACH ACCIDEN	ER.	\$	
OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A	1						E.L DISEASE - EA E			
if yes, describe under DESCRIPTION OF OPERATIONS below	1							E.L. DISEASE - POLI			
DESCRIPTION OF OPERATIONS BEIOW	†	$\vdash$	1					L.E DIOLONE - 1 OC	O1 CHART		
CRIPTION OF OPERATIONS/LOCATIONS/VEHI licy provides coverage for rcury Grand Marquis GS ~ V	the	fo	llow	ing vehicles:	200	<b>B Cadilla</b>	c STS ~ V				
									:		,
RTIFICATE HOLDER					CAN	ELLATION			-		
	ent	of	Adm		SHO THE ACC	OULD ANY OF EXPIRATION CORDANCE WI	THE ABOVE D N DATE THE TH THE POLIC	ESCRIBED POLICI EREOF, NOTICE Y PROVISIONS.	WILL E		
P O Box 483	-,				AUTHO	RIZED REPRESE					
7 Hazen Drive Concord, NH 03301				0	MI	lea M.	Keul	w	_	_	,
Concord, An 03301					S Pe	lletier/P	ELLET	South 5	وموبجد زرج	Ein	marcial