



State of New Hampshire

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

21 Jm

LINDA M. HODGDON
Commissioner
(603) 271-3201

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 Yeaton Associates, Inc., (Vendor Code 154751) 66 Jackson Street, Littleton, NH 03561 in an amount not to exceed \$300,000 for Mechanical 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 Yeaton Associates, Inc., 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 Mechanical services that will be presented for approval. The agreement will enable the Department to respond quickly to unscheduled project requests and possible emergencies regarding Mechanical 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 Mechanical services consultant work are maintenance and capital funded projects.

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

The consultant selection process employed by the Department for this project is in accordance with RSAs 21-l:22, 21-l:22-c, and 21-l: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 Mechanical. The following table lists the fourteen (14) consultant firms that submitted letters of interest and were considered for this assignment.

Colby Company Engineering	RDK Engineers
Dubois & King, Inc.	RFS Engineering
Harriman Associates	SMRT
Loureiro Engineering	Stantec Consulting Services, Inc.
McFarland Johnson	H. L. Turner
Oak Point Associates	WV Engineering Associates
John Penney	Yeaton Associates, Inc.

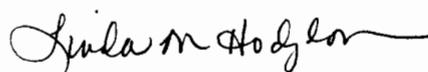
The firms were then rated on the basis of comprehension of the assignment, clarity of the proposal, capacity to perform in a timely manner, quality and experience of the project manager and team, and overall suitability for the assignment. It is now the Department's intent to enter into Statewide Consultant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

Dubois & King, Inc.	Yeaton Associates, Inc.
Stantec Consulting Services Inc.	

A copy of Yeaton Associates, Inc.'s Statement of Qualifications is provided, herewith, for your information and convenience.

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,



Linda M. Hodgdon,
Commissioner

Explanation of Statewide 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 Administrator 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 Assistant Administrator 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 Discipline Head, (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 PM 6

Mark T. Nogueira – 24 years private sector/State Service

Asst. Administrator PM 5

Michelle Juliano - 25 years State service

Project Mgr – PM 4

Beverly Kowalik - 20 years State service

Project Mgr – PM 4

Gordon Graham - 11 years State services

Interview/Selection date: 3-Sep-13

**COMMITTEE PROPOSAL RATING FOR
MECHANICAL 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
DuBois & King						0	91.5
Mark Nogueira	4.5	5	5	4.5	4.5	23.5	
Michelle Juliano	4	4	5	5	5	23	
Bevely Kowalik	5	5	4.5	4.5	5	24	
Gordon Graham	5	4	4	4	4	21	
John F Penney Consulting						0	0.0
Mark Nogueira	0	0	0	0	0	0	
Michelle Juliano	0	0	0	0	0	0	
Bevely Kowalik	0	0	0	0	0	0	
Gordon Graham	0	0	0	0	0	0	
SMRT						0	82.5
Mark Nogueira	4	4	4.5	4.5	4	21	
Michelle Juliano	3	4	4	4	4	19	
Bevely Kowalik	4	4.5	4	4.5	4.5	21.5	
Gordon Graham	4	4	4	5	4	21	
Stantec						0	89.5
Mark Nogueira	5	4.5	4.5	5	4.5	23.5	
Michelle Juliano	4	4	5	4	5	22	
Bevely Kowalik	4.5	4.5	4	4.5	4.5	22	
Gordon Graham	4	4	5	5	4	22	
HL Turner						0	85.5
Mark Nogueira	4.5	4.5	4.5	4	4.5	22	
Michelle Juliano	4	5	4	4	4	21	
Bevely Kowalik	4	4.5	4	4	4.5	21	
Gordon Graham	4	4.5	5	4	4	21.5	
Yeaton Assoc.						0	86.0
Mark Nogueira	4	4	4	4.5	4	20.5	
Michelle Juliano	4	3.5	4	4.5	4	20	
Bevely Kowalik	4.5	5	4	5	5	23.5	
Gordon Graham	5	5	4	4	4	22	

<===== Highest Rating

<===== Highest Rating

<===== Highest Rating



June 25, 2013

RECEIVED

JUN 26 2013

Bureau of Public Works, Design and Construction
John O. Morton Building - 7 Hazen Drive, Room 250
Concord, NH 03302-0483

Bureau of Public Works

Attn: Mr. Mark T. Nogueira, Administrator

Re: Technical Proposal for Statewide Mechanical Engineering Services

Dear Mr. Nogueira,

Thank you for the opportunity to submit a Technical Proposal for Statewide Mechanical Engineering Services. Based on the request for proposal, we have a clear understanding that the State of New Hampshire Bureau of Public Works, Design and Construction is specifically seeking firms that have technical strength, substantive project experience, the ability to respond on an on-call basis with quick execution of work, adherence to project deadlines, as well as quality control and assurance processes in place.

With regard to breadth and depth of technical strength and project experience, Yeaton Associates, Inc. offers engineering design services and facilities engineering services, including Mechanical Engineering (ME), Heating, Ventilating and Air Conditioning (HVAC), Plumbing, Sprinkler (FPE), Electrical (EE) and Sustainable engineering design. We have the capability to provide the requested services, including providing professional services for design, life cycle cost analysis of mechanical systems, preparation of construction documents, construction administration, on-site observations and commissioning. We also have extensive experience working in both new and existing facilities, as well as with ADA, life safety and energy improvements. Furthermore, Yeaton has extensive experience with State of NH BPW projects and maintains an experienced staff including six registered professional engineers (4 ME, 2 EE).

Yeaton has held "Open Ended / On Call Consulting Agreements" with the State of New Hampshire and is familiar with both the process and the level of service that the State of New Hampshire BPW is seeking. We are confident that we can accomplish the required services and perform the assignments in a timely manner for the following reasons:

- Based on our size and the composition of our staff, we are able to respond on an on-call basis, in a quick, efficient manner and meet aggressive project deadlines
- In addition to a technically diverse and well-rounded staff our staff composition also includes:
 - A dedicated Sustainable Engineer (as well as three additional LEED® AP certified staff members)
 - A dedicated Quality Assurance / Quality Control Manager
 - A dedicated Construction Administration Manager

The Project Manager for Statewide Mechanical Engineering Services would be Wayne G. Fillion, P.E., President. Assistant Project Managers would include Todd E. Somerset, P.E. (Mechanical Engineering Manager), David M. Kyle, Ph. D., P.E., LEED® AP (Sustainable Energy Engineer), and Wade Ireland, P.E., LEED® AP (Project Engineer). Quality Assurance/Quality Control Manager James Vear would be assigned to these projects as would Louis Piergross, the Construction Administration Manager for the firm. We have enclosed a team biography providing more detail on each of these individuals as well as background on the other members of our team. An overview of our Quality Assurance/Quality Control process has also been enclosed for your review.

We believe that we have demonstrated our ability to successfully perform and meet project goals based on our past involvement with BPW projects, and we look forward to continuing to do so going forward. Please do not hesitate to contact us if you have any questions or need any additional information. Thank you for inviting us to submit a proposal.

Sincerely,

Wayne G. Fillion, P.E., President
Enclosure



Team Biography

In order to meet a wide array of engineering needs, Yeaton Associates, Inc. offers its clients the services of a highly qualified team. Our collective breadth and depth of engineering knowledge, experience, and best practices, combined with our commitment to quality and service, has allowed us to excel as a well-respected design leader within the industry. Yeaton Associates, Inc. prides itself on the quality of its team. Below is a brief overview of several members of our team who may be assisting you with your project.

Wayne G. Fillion, P.E. – President



Wayne is a registered Professional Engineer who has been with Yeaton Associates, Inc. for nearly 30 years. He is the President of Yeaton Associates, Inc., a position he has held for the past 20 years. Wayne began his career as an HVAC Design Draftsman for two engineering firms based in Burlington, Vermont: Wieman-Lamphere Architects and Jennison Engineering, Inc. Prior to his role as President for Yeaton Associates, Inc., Wayne served as a Senior Project Engineer as well as Vice-President of the company.

Todd E. Somerset, P.E. – Mechanical Engineering Manager



Todd is the Mechanical Engineering Manager for Yeaton Associates, Inc. He is a registered Professional Engineer and a native of New England. Prior to joining the firm, Todd was an Engineering Manager and a Senior Mechanical Engineer for Sterling Engineering Company, Inc. located in Sturbridge, Massachusetts. Todd has also fulfilled the roles of Senior Mechanical Engineer, Project Engineer and Commissioning Agent throughout his career for firms such as Hallam-ICS, IDC/HKA Associates and Whiting-Turner.

David M. Kyle, Ph.D., P.E., LEED® AP BD+C – Sustainable Engineer



David is a Sustainable Engineer at Yeaton Associates, Inc. He is a registered Professional Engineer, a LEED® Accredited Professional and has a Ph.D. in Mechanical Engineering from Yale University. Prior to joining the firm, David was the President of his own Energy Efficiency consulting firm, Kyle Engineering, which was located in Maine. He has also held positions as the Manager of Commercial Programs for Maine Public Utilities Commission and as a Research Scientist for the Energy Conservation Division of Oak Ridge National Laboratory in Tennessee.

Wade Ireland, P.E., LEED® AP BD+C – Mechanical Engineer



Wade is a Mechanical Engineer at Yeaton Associates, Inc. He is a registered Professional Engineer and is a LEED® Accredited Professional in Building Design & Construction. Prior to joining the firm, Wade was an HVAC Project Engineer for EYP A&E, P.C. in Boston, Massachusetts as well as for Symmes, Maini, & McKee Architects in Cambridge, Massachusetts. He also was a Design Leader and Point of Connection Manager for Intel Corporation in Hudson, Massachusetts as well as a Project Engineer for Select Energy Services in Natick, Massachusetts.

James D. Vear – Project Manager, Quality Assurance/Quality Control Manager



Jim is a Project Manager at Yeaton Associates, Inc. and a veteran of the company. He started his career with Yeaton Associates, Inc. in 1983 when he joined the Testing & Balancing Division as a Balancing Technician. In 1987 Jim became an HVAC Design Draftsman and CAD Operator for the company, advancing during his 26 years with Yeaton Associates, Inc. to become a Project Manager for the firm as well as the Quality Assurance/Quality Control Manager for the company.

Louis J. Piergross, Jr. – Construction Administrator



Lou is the Construction Administrator for Yeaton Associates, Inc. He has both a Master Plumbing license and a Gas Fitters license. Prior to joining the company, Lou had extensive Plumbing and HVAC design and field experience as a Plumbing & HVAC Supervisor for Denron Plumbing and HVAC, LLC in Manchester, New Hampshire and as an HVAC and Plumbing Project Designer for New England Air Systems based in Williston, Vermont.



Roger F. Thomas, P.E., LEED® AP – Electrical Engineering Manager



Roger is the Manager of the Electrical Department at Yeaton Associates, Inc. He is a registered Professional Engineer and a LEED® Accredited Professional. Prior to joining the firm, Roger was the Electrical Department Manager for Strang, Inc., in Madison, Wisconsin. During his decade at Strang, Roger successfully started and managed an electrical department. Before his tenure with Strang, he worked for Marshal Erdman & Associates, a design-build firm specializing in the healthcare industry, for 14 years.

Timothy R. Gaston, P.E. – Senior Electrical Engineer



Tim is a Senior Electrical Engineer at Yeaton Associates, Inc. He is a registered Professional Engineer with extensive experience in the design and layout of electrical systems for commercial, industrial, educational and healthcare facilities. Prior to joining Yeaton Associates, Inc., Tim held the positions of Lead Electrical Engineer, Senior Electrical Engineer and Project Manager for the engineering firms of Page Southerland Page, LLC; Fratto Engineering; Carter and Burgess; and Huitt-Zollars, Inc.

William R. Gagnon, E.I.T., LEED® AP BD+C – Mechanical Engineer



Bill is a Mechanical Engineer at Yeaton Associates, Inc. He obtained his Engineer in Training/Fundamentals of Engineering Certification from the Maryland Board of Professional Engineers in 2009 while pursuing his bachelor's degree in mechanical engineering from the University of Maryland. Bill is a LEED® Accredited Professional in Building Design & Construction.

Robert P. Grammo, Jr. – Senior Plumbing Designer



Bob is a Senior Plumbing Designer for Yeaton Associates, Inc. He began his career as a Draftsman at Yeaton Associates, Inc. in 1982. His technical education was in the field of plumbing and mechanical drafting, and, as a result, he has specialized in plumbing design over his 27-year tenure at the company.

Brian L. Nelson – Senior HVAC Designer



Brian Nelson is a Senior HVAC Designer for Yeaton Associates, Inc. He started his career as an HVAC Design Draftsman and CAD Operator for the company in 1990. Brian has specialized in HVAC design over his tenure at Yeaton Associates, Inc. and is entering into his 20th year with the organization.

Frank C. Kolbaba – Project Designer



Frank is a Project Designer for Yeaton Associates, Inc. He has a Bachelor's Degree in Business Administration and an Associate's Degree in Applied Science & Computer-Aided Technology. Frank began his career as a mechanical drafter for Freese and Nichols, Inc. in Fort Worth, Texas, followed by roles as a plumbing designer and mechanical designer for Summit Consultants, Inc. in Fort Worth, Texas and Morning Associates, Inc. in Colleyville Texas.

Brent Gardner – Project Designer



Brent is a Project Designer for Yeaton Associates, Inc. He holds a Bachelor of Science Degree in Architectural Studies as well as a Master of Architecture Degree from Norwich University in Norwich, Vermont. Prior to joining the firm upon graduation in May of 2012, Brent was an intern at Watershed Studio in White River Junction, Vermont as well as for the Plymouth Area Renewable Energy Initiative (PAREI) in Plymouth, New Hampshire.



Christopher Ripley – Project Designer



Chris is a Project Designer for Yeaton Associates, Inc. He holds a Bachelor of Science Degree in Environmental Studies from the University of Vermont located in Burlington, Vermont. While at the University of Vermont, Chris completed a program intensive in Costa Rica on Sustainable Design. Chris is currently pursuing his LEED® Accredited Professional Certification in Building Design & Construction.

Steven A. Burgess – CAD Operator/Set-up Specialist



Steve is a CAD Operator and Project Set-up Specialist at Yeaton Associates, Inc. He has an extensive career in drafting and design. Before joining the firm, Steve was a CAD Operator/Drafter for H.E. Bergeron Engineers, Inc. in North Conway, New Hampshire as well as for Sebago Technics located in Westbrook, Maine.

Jacquelyn A. Remick – Administrative Assistant



Jackie is an Administrative Assistant and Receptionist for Yeaton Associates, Inc. She has an associate’s degree in Business Administration from the White Mountains Community College in Berlin, New Hampshire. Prior to joining the company, Jackie worked as an Administrative Assistant and Receptionist for the White Mountains Community College in Littleton, New Hampshire.

Leslie J. Fillion – Controller



Leslie is the Controller for Yeaton Associates, Inc. She has a bachelor’s degree in Finance from Boston College and held the Series 7 and Series 63 securities licenses while working for the brokerage services division of Fidelity Investments. Before joining the firm, Leslie gained extensive business experience as Vice President of Accounting & Finance for an industrial computer manufacturer and as President of her own consulting firm, Streamlined Accounting Solutions, Inc.

Representative Project Experience – State of New Hampshire Facilities

Yeaton Associates, Inc. has extensive experience providing engineering services for a variety of BPW projects and State of New Hampshire Buildings/Facilities over the years. A sampling of buildings we have worked on includes:

Anderson Building
Brown Building
Dolloff Building
Howard Recreation Building
NHANG Support Facility
State Capital Elevators
State Prison

Anna Philbrook Center
Department of Safety
DRED Hampton Beach Facility
Intervale Scenic Outlook
North State Street Buildings
State Forensic Lab
Tobey Building

Bayberry House
DES Field Operations Facility
Glenciff
NH State Armories (various)
Pillsbury Building
State Library
Walker Building



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/29/2013

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).

PRODUCER Geo M Stevens & Son Co 105 West Main Street Suite 3 Littleton NH 03561	CONTACT NAME: Kristin M. Lang PHONE (A/C, No, Ext): (603) 444-2911 FAX (A/C, No): (603) 444-2813 E-MAIL ADDRESS: klang@geomstevensinsurance.com																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Peerless Indemnity Ins. Co.</td> <td></td> <td>18333</td> </tr> <tr> <td>INSURER B: Peerless Insurance Company</td> <td></td> <td>24198</td> </tr> <tr> <td>INSURER C: Netherlands Insurance Co.</td> <td></td> <td>24171</td> </tr> <tr> <td>INSURER D: Victor O. Schinnerer & Co. Inc</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: Peerless Indemnity Ins. Co.		18333	INSURER B: Peerless Insurance Company		24198	INSURER C: Netherlands Insurance Co.		24171	INSURER D: Victor O. Schinnerer & Co. Inc			INSURER E:			INSURER F:	
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INSURED Yeaton Associates, Inc. 66 Jackson Street Littleton NH 03561																					

COVERAGES **CERTIFICATE NUMBER:** CL1331503763 **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
A	GENERAL LIABILITY			BOP8400127	3/19/2013	3/19/2014	EACH OCCURRENCE \$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 2,000,000
							GENERAL AGGREGATE \$ 4,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 4,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
B	AUTOMOBILE LIABILITY			BA8402927	3/19/2013	3/19/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS		<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS		<input type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
							Hired/borrowed \$ 1,000,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB			CU8408727	3/19/2013	3/19/2014	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 2,000,000
	<input type="checkbox"/> OCCUR						\$
	<input type="checkbox"/> CLAIMS-MADE						\$
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC8629745	3/19/2013	3/19/2014	WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		<input checked="" type="checkbox"/> Y <input type="checkbox"/> N				E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
D	Professional Liability			AEH004315419	10/16/2012	10/16/2013	Per Occurrence \$ 2,000,000
	\$20,000 deductible						Aggregate \$ 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Mechanical/Electrical Engineering Firm

CERTIFICATE HOLDER State of New Hampshire Department of Administrative Services Bureau of Public Works Design & Construct PO Box 483 7 Hazen Drive, Room 250 Concord, NH 03302-0483	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 Donald Clark/KML
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