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

VICKI V. QUIRAM
Commissioner
(603)-271-3201

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

Division of Public Works
Design and Construction
Project No. 80916R – Contract A

August 10, 2016

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

REQUESTED ACTION

1). Authorize the Division of Public Works Design and Construction to enter into a contract with G. W. Brooks and Sons, Inc. (VC# 156606) in Freedom, NH for a total price not to exceed \$1,287,382 for site improvements at the New Hampshire Army National Guard Readiness Center in Littleton, NH and the New Hampshire Army National Guard Training Site in Center Strafford, NH. This contract is effective upon Governor and Council approval through June 30, 2017, unless extended in accordance with the contract terms. **83% Federal Funds, 17% Capital – General Funds.**

2). Further authorize the amount of \$36,492 be approved for payment to the Department of Administrative Services, Division of Public Works Design and Construction (VC# 177875), for engineering services provided, bringing the total to \$1,323,874. **83% Federal Funds, 17% Capital – General Funds.**

Funding is available in account titled Adjutant General as follows:

02-12-12-120030-24160000	Statewide Readiness Center Renovations	<u>SFY17</u>
034-500162	– Contract Repairs/Bldgs. & Grounds	\$ 221,561
034-500162	- DPW Fess Interagency	<u>\$ 6,280</u>
	Sub-Total	\$ 227,841

02-12-12-120010-22450000	Army Guard Facilities	
103-500736	– Contract Repairs/Bldgs. & Grounds	\$1,065,821*
02-12-12-120010-22550000	Inter-Agency Payments	
217-502682	– DPW Fees Interagency	<u>\$ 30,212*</u>
Grand Total		\$1,323,874

***Subject to the availability of Federal Funds.**

EXPLANATION

Per Chapter 220:1, I, F, Laws of 2015 for Statewide Readiness Renovations. The project will construct parking facilities, paving drainage, grading, sidewalks, fencing and security work at the Littleton Readiness Center and construct a military obstacle course, track, field and physical training facilities, plus grading, erosion control, irrigation and fencing at the Center Strafford Readiness Center.

The Federal Funds available for this contract are reimbursed to the State of New Hampshire - Adjutant General's Department by the National Guard Bureau pursuant to a Federal-State Master Cooperative Agreement for the mutual support of the State of New Hampshire and the New Hampshire National Guard

The contractor has been pre-qualified by the Department of Transportation. The contract has been approved by the Department of Justice as to form and substance; and the Adjutant General's Department has certified that the necessary funds are available. Copies of the fully executed contract are on file at the Secretary of State's Office and the Department of Administrative Services, Division of Public Works Design and Construction.

Attached please find a copy of the tabulation of bids for this project along with the contract supplemental information sheet.

Respectfully submitted,


Vicki V. Quiram
Commissioner

Department Estimate: \$1,195,000
Contract Amount: \$1,287,382
Over Estimate: \$ 92,382

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: DPW Project No. 80916R, Contract A – Statewide Site Improvements Littleton and Center Strafford Readiness Centers at Littleton and Center Strafford, New Hampshire.

DESCRIPTION: **Littleton:** Construction of parking facilities, paving, drainage, grading, sidewalks, fencing, and security work.

Center Strafford: Construction of military obstacle course, track, field and physical training facilities, plus grading, erosion control, irrigation and fencing.

EXPLANATION: Both Readiness Centers are in need of site and facilities upgrades for drainage, paving, and training facilities.

OVER ESTIMATE

EXPLANATION: The low-bid was 7.7% above the Guard's consultant's estimate. Due to the time of the year in which the project was bid, contractors are perhaps not as "hungry" as they are in winter.

DEPARTMENT

ESTIMATE: \$1,195,000

LOW BID: \$1,287,382



Division of Public Works

ABC Bid Data

LITTLETON CENTER STRAFFORD
80916R Contract A
NON-FEDERAL

PROJECT: LITTLETON CENTER STRAFFORD
STATE PROJECT NUMBER: 80916R Contract A
FED. PROJECT NUMBER: NON-FEDERAL
DATE BIDS OPEN: July 13, 2016, 02:00 PM
SCOPE OF WORK: Statewide Site Improvements General site work at NHARING Readiness Centers in Littleton and Center
Strafford NH
COMPLETION DATE: June 30, 2017
LOCATION: Strafford, Grafton

Summary of Bidders

Contractor	Bid Amount	Rank
BROOKS & SON INC, G W 362 EATON ROAD, RTE 153, FREEDOM NH 03836	\$ 1,287,382.00	A
NORTHEAST EARTH MECHANICS INC 159 BARNSTEAD ROAD, PITTSFIELD NH 03263	\$ 1,387,100.00	B
MERIDIAN CONSTRUCTION CORP. 32 ARTISAN COURT #4, GILFORD NH 03249-6603	\$ 1,476,500.00	C
DBU CONSTRUCTION INC 50 CROSS ROAD, PO BOX 984, EPSOM NH 03234-0984	\$ 1,494,000.00	D
COLEMAN ALVIN J & SON INC 9 NH ROUTE 113, CONWAY NH 03818-9505	\$ 1,574,000.00	E

BUREAU OF PUBLIC WORKS
 Award to Brooks & Son, Inc.
 Hold for Negotiation
 Cancel Contract
 User Agency NHARPNG
 Authorized by [Signature]
 Date 07202016
 1 pd ✓

Item No.	Description	Unit	Quantity	Unit Price	Total	Unit Price	Total
	MERIDIAN CONSTRUCTION CORP 32 ARTISAN COURT #4 GILFORD, NH 03249-6603						
	DBU CONSTRUCTION INC 50 CROSS ROAD EPSOM, NH 03234-0984						
	COLEMAN ALVIN J & SON INC 9 NH ROUTE 113 CONWAY, NH 03818-9505						

Item No.	Description	Unit	Quantity	Unit Price	Total	Unit Price	Total
901	LITTLETON SITE WORK N&E	U	1.000	\$ 284,200.00	\$ 284,200.00	\$ 262,693.00	\$ 262,693.00
902	LITTLETON SITE WORK S&W	U	1.000	\$ 315,300.00	\$ 315,300.00	\$ 255,000.00	\$ 255,000.00
903	CENTER STRAFFORD TRACK SITE WORK	U	1.000	\$ 310,000.00	\$ 310,000.00	\$ 365,237.00	\$ 365,237.00
904	CENTER STRAFFORD OBSTACLE COURSE	U	1.000	\$ 369,500.00	\$ 369,500.00	\$ 405,800.00	\$ 405,800.00
905	CENTER STRAFFORD MOV PARKING AREA FENCING AND ACCESS ROAD	U	1.000	\$ 117,500.00	\$ 117,500.00	\$ 125,000.00	\$ 125,000.00
906	ALLOWANCE #1 FOR ADDED WORK TO BID ITEM #1	\$	20,000.000	\$1.00	\$20,000.00	\$1.00	\$20,000.00
907	ALLOWANCE #2 FOR ADDED WORK FOR BID ITEM #2 7	\$	60,000.000	\$1.00	\$60,000.00	\$1.00	\$60,000.00

State Alternate
Deduct Alternate Number 1

991	DEDUCT ALTERNATE #1	U	1.000	\$ (5,950.00)	\$ (5,950.00)	\$ (1,600.00)	\$ (3,000.00)
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Totals: **\$1,476,500.00** **\$1,494,000.00**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/5/2016

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 Infinger Insurance 234 White Mountain Highway P.O. Box 2010 Conway NH 03818	CONTACT NAME: Kimberly Wood
	PHONE (A/C, No, Ext): (603) 447-5123 FAX (A/C, No): (603) 447-5126 E-MAIL ADDRESS:
INSURER(S) AFFORDING COVERAGE	
INSURER A: Acadia Insurance Group, LLC	NAIC #: 31325
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL168574215 **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			TBD OCP ACA	11/1/2016	6/30/2017	EACH OCCURRENCE	\$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
	<input checked="" type="checkbox"/> OCP						MED EXP (Any one person)	\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						GENERAL AGGREGATE	\$ 3,000,000
	OTHER:						PRODUCTS - COMP/OP AGG	\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS							\$
	<input type="checkbox"/> NON-OWNED AUTOS							\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	EXCESS LIAB						AGGREGATE	\$
	DED							\$
	RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						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 New Hampshire Administrative Services is an Additional Insured per the terms and conditions of the policy.
 Re: Contract #80916R, 350 Meadow Drive, Littleton, NH 03561
 NH Route 126, Strafford, NH 03884

CERTIFICATE HOLDER**CANCELLATION**

State of New Hampshire Administrative Services 7 Hazen Drive PO Box 483 Concord, NH 03301	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 Wayne Infinger/KWOOD <i>Way ~ #12</i>

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CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)
8/5/2016

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.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

PRODUCER Infinger Insurance 234 White Mountain Highway P.O. Box 2010 Conway NH 03818	CONTACT NAME: Kimberly Wood
	PHONE (A/C, No, Ext): (603) 447-5123 FAX (A/C, No): (603) 447-5126 E-MAIL ADDRESS: PRODUCER CUSTOMER ID: 00057520
INSURED G. W. Brooks & Son Inc and State Department of Administrative Services 362 Eaton Road Freedom NH 03836	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A: Acadia Insurance Group, LLC 31325
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:

COVERAGES **CERTIFICATE NUMBER:** CP168503378 **REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Loc#: 00001, 350 Meadow Street, Littleton, NH, 03561
See Attached Overflow Pages

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	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
	<input type="checkbox"/> PROPERTY <input type="checkbox"/> CAUSES OF LOSS <input type="checkbox"/> DEDUCTIBLES <input type="checkbox"/> BASIC BUILDING <input type="checkbox"/> BROAD CONTENTS <input type="checkbox"/> SPECIAL <input type="checkbox"/> EARTHQUAKE <input type="checkbox"/> WIND <input type="checkbox"/> FLOOD				<input type="checkbox"/> BUILDING <input type="checkbox"/> PERSONAL PROPERTY <input type="checkbox"/> BUSINESS INCOME <input type="checkbox"/> EXTRA EXPENSE <input type="checkbox"/> RENTAL VALUE <input type="checkbox"/> BLANKET BUILDING <input type="checkbox"/> BLANKET PERS PROP <input type="checkbox"/> BLANKET BLDG & PP	
A	<input checked="" type="checkbox"/> INLAND MARINE CAUSES OF LOSS <input type="checkbox"/> NAMED PERILS <input checked="" type="checkbox"/> Builders Risk New	TYPE OF POLICY Inland Marine (C) POLICY NUMBER TBD Acadia	11/1/2016	11/1/2017	<input checked="" type="checkbox"/> Builders Risk New <input checked="" type="checkbox"/> Builders Risk New	\$ 781,396 \$ 505,986
	<input type="checkbox"/> CRIME TYPE OF POLICY					
	<input type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN					

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
This policy provides for the inclusion of the names of all other Contractors, Subcontractors, and others employed on the premises as Insureds. Insurance company has no right of Subrogation against any Contractors, Subcontractors or other parties employed on the premises. 30 days notice of Cancellation except for nonpayment, which is a 10 day notice.

CERTIFICATE HOLDER **CANCELLATION**

State Department of Administrative Services 7 Hazen Drive PO Box 483 Concord, NH 03302-0483	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 Wayne Infinger/KWOOD <i>Way ~ #JW</i>
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