



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

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Division of Public Works
Design and Construction
Project No. 80858A(80981R – Contract A)

November 7, 2017

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

Sole Source

REQUESTED ACTION

1). Authorize the Department of Administrative Services to enter into a **sole source** agreement with Coover-Clark & Associates, Inc. (Vendor No. 271410) Denver, CO, for a total price not to exceed \$185,261 for Professional Services for the Adjutant General's Department State Active Duty Center design located in Pembroke, NH. The contract is effective upon Governor and Council approval through December 1, 2018. **100% Capital – General Funds.**

2). Further authorize that a contingency in the amount of \$30,000 be approved for unanticipated expense or owner initiated changes for Pembroke State Active Duty Center Design, bringing the total to, bringing the total to \$215,261. **100% Capital – General Funds.**

Funding is available in account titled Adjutant General's Dept. as follows:

02-12-12-120030-15160000 Pembroke State Active Duty Center

| | |
|---------------------------|-------------------|
| | <u>SFY18</u> |
| 034-500152 – Design/Study | \$185,261 |
| 034-500152 – Contingency | <u>30,000</u> |
| Grand Total | \$ 215,261 |

EXPLANATION

Per Chapter 228:1, I, A, 1 Laws of 2017, for the Adjutant General's Department State Active Duty Center design in Pembroke, which will include Architectural and Engineering Services to design an approximately 6,000 SF State Active Duty Annex. The reason for this **sole source** request is Coover-Clark is already under contract and has completed the majority of Construction Documents for the Pembroke Readiness Center (federally funded), which is on the same site and should be built at the same time as this State Active Duty Annex (state funded), 6,000SF. Because the buildings will share the same site and will be constructed simultaneously by the same contractor we recommend that Coover-Clark be retained to incorporate the State Active Duty Annex into the Pembroke Readiness Center Construction Documents package for bidding. Combination of design and construction will insure consistent architectural and engineering intent between the two adjacent buildings. Facilities will be designed to a minimum life of 50 years, including energy efficiencies, building envelope and integrated building systems. Antiterrorism measures in accordance with DoD Minimum Antiterrorism for Building Standards will be provided.

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

Respectfully submitted,


for Charles M. Arlinghaus
Commissioner

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: DPW Project No. 80981, Contract A – (a modification effectively increasing 80858R Contract A) Pembroke State Active Duty Annex Design (a new part of the Pembroke Readiness Center Design)

DESCRIPTION: A/E Contract for Pembroke Active Duty Annex. A/E Contract is for type A and B services only.

EXPLANATION: Coover-Clark is already under contract and has completed the majority of Construction Documents for the Pembroke Readiness Center (federally funded), which is on the same site and should be built at the same time as this State Active Duty Annex (state funded), 6,000SF. Because the buildings will share the same site and will be constructed simultaneously by the same contractor we recommend that Coover-Clark be retained to incorporate the State Active Duty Annex into the Pembroke Readiness Center Construction Documents package for bidding. Combination of design and construction will insure consistent architectural and engineering intent between the two adjacent buildings. Retaining Coover-Clark will provide the state the highest and best value because:

1. Mitigates increased cost/time for hiring another A/E firm, who is not familiar with the site and adjacent building.
2. Mitigates increased cost/time/complexity of separate bidding and separate contractors working at the same time on the same site.

PROJECT EXPLANATION: Proposal for type A and B services only: \$185,261. This is approximately an 8% fee based on an expected 2.5 to 2.7 million construction cost. This is within industry norms.

CONTRACT AMOUNT: \$ 185,261

DESCRIPTIONS (Continued from Page 1)

As required by written contract or written agreement, the following provisions apply subject to the policy terms, conditions, limitations and exclusions: The Certificate Holder and owner are included as Automatic Additional Insured's for ongoing and completed operations under General Liability; Designated Insured under Automobile Liability; and Additional Insureds under Umbrella/Excess Liability but only with respect to liability arising out of the Named Insured work performed on behalf of the certificate holder and owner. The General Liability, Automobile Liability, Umbrella/Excess Insurance applies on a primary and non contributory basis. A Blanket Waiver of Subrogation applies for General Liability, Automobile Liability, Umbrella/Excess Liability and Workers Compensation. The Umbrella/Excess Liability policy provides excess coverage over the General Liability, Automobile Liability and Employers Liability.

Please note that Additional Insured status does not apply to Professional Liability or Workers' Compensation.