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STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
DIVISION of TRAVEL and TOURISM DEVELOPMENT
172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

JEFFREY ROSE
Commissioner

VICTORIA CIMINO
Director

603-271-2665
FAX: 603-271-6870
TRAVEL GUIDE: 800-386-4664
WEBSITE: www.visitnh.gov
E-MAIL: travel@dred.state.nh.us

February 25, 2015

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

REQUESTED ACTION

Pursuant to RSA 21-I:80, (b), authorize the Department of Resources and Economic Development, Division of Travel and Tourism Development to enter into a contract with Project Resource Group, LLC (VC #153524), Francestown, NH, in the amount of \$44,444 for repairs to the vending housing building at the Salem Welcome and Information Center upon approval of Governor and Executive Council through May 20, 2015. 100% Revolving Fund

Funds are available in account titled, Travel/Tourism Revolving Fund, as follows:

		<u>FY2015</u>
03-35-35-352010-36250000-048-500226	Contractual Maintenance B&G	\$44,444

EXPLANATION

This contract is to repair the building that houses the vending machines at the Salem Welcome and Information Center on Interstate 93 North. On September 23, 2014, the vending housing building was damaged due to an electrical fire that started inside one of the vending machines owned by Coca-Cola. The fire spread to the walls and ceiling of the building causing extensive damage. Repairs will include removal of all damaged materials, replacement and repair of the electrical system, insulation and drywall installation, interior trim, doors and floor replacement and painting and staining of the new drywall and trim.

In October 2014, we solicited three (3) bids for "Fire Damage Repair of the Vending Building at Salem Welcome and Information Center" for emergency repair services. During the months of October 2014 through January 2015, the Division of Travel and Tourism worked with the Department of Education's Blind Services Division and Crawford & Co, Coca-Cola's insurance

agent for expense reimbursement approval. On January 9, 2015, we received approval for insurance reimbursement in the amount of \$44,444. Project Resource Group, LLC was one of the vendors solicited in October 2014 and was selected as the low-bid contractor for this project. The Division of Travel and Tourism Development did not have the funds available to contract for the needed repairs until the reimbursement request with the insurance agency was approved.

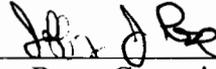
The Attorney General's office has approved this contract as to form, substance and execution.

Submitted by,

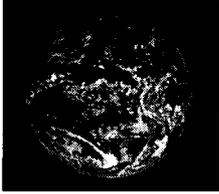


Victoria Cimino, Director
Division of Travel and Tourism
Development

Approved by,



Jeffrey Rose, Commissioner
Department of Resources and Economic
Development



Project Resource Group, LLC

sustainable building solutions

TO: State of New Hampshire 23 Oct 2014
Department of Resources and Economic Development
172 Pembroke Rd
Concord, NH 03302

REF: **BID PROPOSAL**
SALEM WELCOME INFORMATION CENTER – VENDING BUILDING FIRE DAMAGE REPAIR

ATTN: Thomas Mansfield

We are pleased to submit our Bid Proposal in the amount of **\$44,444** for the above reference project to furnish all Labor, Equipment, Tools and Materials necessary to complete the Work described herein.

The Scope of Work is based on site visits and field measurements by John Pietroniro of PRG, and Scope of Work outline dated October 15, 2014 prepared by Tom Mansfield. Included in the Cost Proposal are the following:

1. General Conditions, including Insurance/Supervision/Safety/Temp Construction/Tools and Equipment/Dumpster and Final Clean
2. Selective Demolition including removal of existing drwall, insulation, wood and aluminum doors and track, trim, flooring, electrical for a complete gut to the wood frame and trusses.
3. New wood trim, batt insulation w/air barrier, aluminum entrances, drywall, flooring, painting and electrical.
4. Also included is any miscellaneous framing such as door opening headers, blocking, etc.
5. Overhead and Profit Markup.

QUALIFICATIONS:

- No Plumbing or Sprinkler work
- No installing of Vending Machines
- No work in existing Janitor's Closet
- Any removal or disposal of hazardous material, including but not limited to: asbestos, lead paint, VOC's, PCB's, etc. IS EXCLUDED from the Scope of Work.
- If bond required, add 3% to cost proposal.

Thank you for this opportunity to be of service.

Sincerely,

John f. Pietroniro
John F. Pietroniro, LEED AP BD+C, CDT
President
Project Resource Group, LLC

PELLOWE CONSTRUCTION LLC

P.O. Box 1003
 Alton N.H. 03809
 875-4602

Estimate

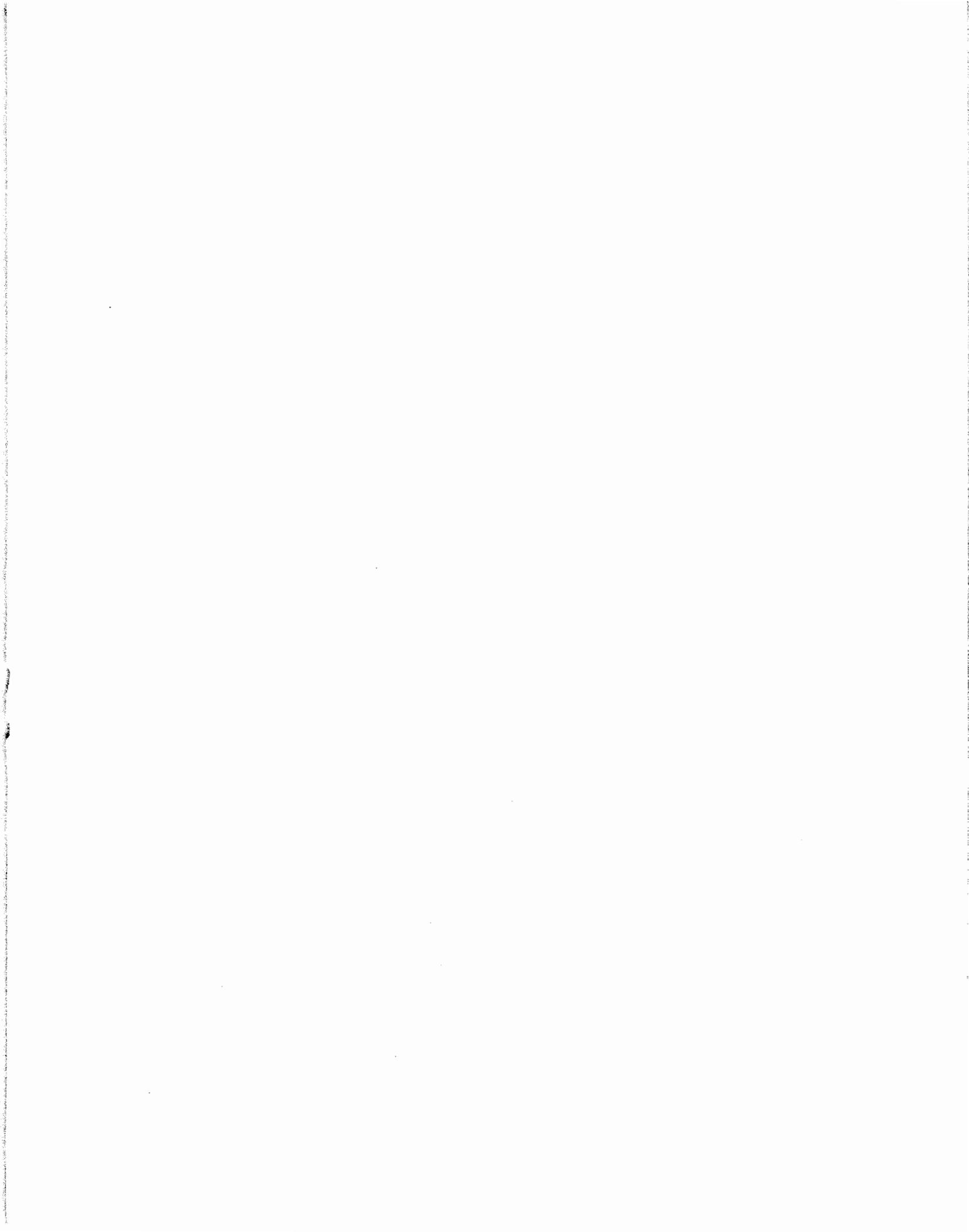
Date	Estimate #
11/12/2014	1160

Name / Address
State of N.H. Department of resources and economic Development

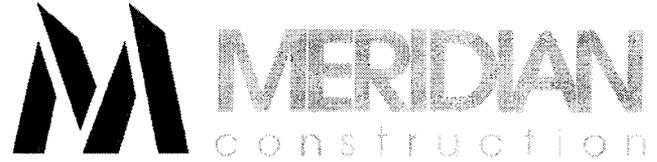
Project

Description	Qty	Cost	Total
Price for the salem and information center vending building per scope of worked dated october 15, 2014 is		72,584.00	72,584.00
Customer's signature agrees to the above		Total	\$72,584.00

Customer Signature _____



- ❖ General Contractors
- ❖ Construction Managers
- ❖ Design/Builders



November 4, 2014

Bill Hebert
State of New Hampshire
Department of Resources and Economic Development
172 Pembroke Road
Concord, NH 03302

RE: Salem Welcome Center Vending Building

Dear Bill

Thank you for asking **Meridian Construction Corporation** to provide you with this proposal for the necessary repairs to the floors, walls, and ceiling as reviewed with you at the **Salem Welcome Center** and the **scope of work you provided**. We believe that you will find that our cost proposal and our understanding of the work are both very complete.

2200 DEMOLITION:

- Remove gypsum board from walls and ceiling
- Remove barn door and track at interior of front door. Remove track valance.
- Remove interior wood trim
- Remove interior lighting fixtures and surveillance cameras.
- Remove existing aluminum and glass doors at front and back of building.
- Remove 2 wood doors flanking front entrance
- Remove rubber tile flooring and resilient base.
- Remove fiberglass insulation.
- Remove ceiling grilles
- Remove electric base board heaters
- Note: Interior of janitor's closet is to remain
- Clean and re-use the existing time clock to control the lighting fixtures.

7200 INSULATION:

- Install R-11 fiberglass batt insulation in all stud bays of the 2 x 4 walls.
- Install R-30 fiberglass batt insulation above the ceiling in the scissor trusses.
- Install Prop-A-Vent insulation baffles at the eaves to allow ventilation from the soffit vents.
- Install 6 mil polyethylene vapor barrier on the interior of the walls and ceiling on the warm side of the insulation.

6300 INTERIOR TRIM:

- Door casings: 1 x 5 at jambs and 1 x 8 at heads, D Select grade pine, stained with Min Wax "golden oak" and finished with satin polyurethane.
- Ridge board: 1 x 8 D select pine at ridge (finished as above) to facilitate mounting of lighting fixtures

8600 DOORS:

- Provide and install two entrance assemblies (one at the front door and one at the back door) of store front-type aluminum and glass in a dark bronze anodized finish. The assemblies shall consist of a pair of 3'-0" x 6'-8" doors centered in the opening with symmetrical sidelights. Sidelights shall be divided horizontally with a mullion at 3'-0" above the floor. Above the mullion, glaze the sidelights with tempered insulating glass. Below the mullion install a solid panel in dark bronze finish.

Doors shall be equivalent to Kawneer 350 medium stile doors with push-pull hardware, heavy duty door closer, dead bolt locking, accessible saddle threshold, weather stripping and 3 pairs of 4 ½" butt hinges at each leaf.

The opening for the front door is approximately 14'-10" wide.

The opening for the rear door is approximately 7'-5" wide.

9200 GYPSUM BOARD:

- Install ½" gypsum wall board, taped and with 3 coats of finish over walls and ceilings (under the vaulted scissor trusses).

9300 FLOORING:

- New rubber tile flooring equivalent to Johnsonite; Roundel rubber tile "raised rounds" 24" x 24" tiles, 1/8" thick in a color to be selected from the manufacturer's full range of standard colors.
- New rubber cove base, 4" high, in a color to match the floor tile.

9900 PAINTING:

- Gypsum board: Primer and 2 coats of Sherwin Williams ProMar 200 Low sheen Eg-Shel Enamel.
- Wood Trim: Min Wax "Golden Oak" 210B and 2 coats of satin polyurethane.

16-010 ELECTRICAL:

- Existing panel to remain. Clean and repaint the cover panel.
- New wiring from the panel to all devices including receptacles, lighting fixtures, emergency lights, exit signs, and surveillance camera.
- New 4' fluorescent strip lighting fixtures at ceiling ridge. Provide 2 lamp T-8 fixtures with prismatic acrylic diffusers.
- New exit signs/emergency lights (2) over front and rear doors.
- Replace all existing receptacles.
- Provide a junction box for hard wiring a surveillance camera over the rear door.
- Do not replace the electrical base board heaters. There is sufficient heat from the vending machines.
- Remove exterior fluorescent lighting fixture over the front door including mounting brackets and replace with a new wall mounted lighting pack to match the fixture over the rear door.

**Excludes: Building Permit and Fees, and Stamped Drawings.
Anything not listed in the scope above.**

Duration: Project will take 3-4 weeks to complete

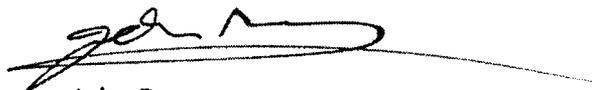
Pricing is good for (30) thirty calendar days

We propose to complete this work for the lump sum amount of; Seventy Six Thousand Three Hundred Seventy Two Dollars (\$76,372.00).

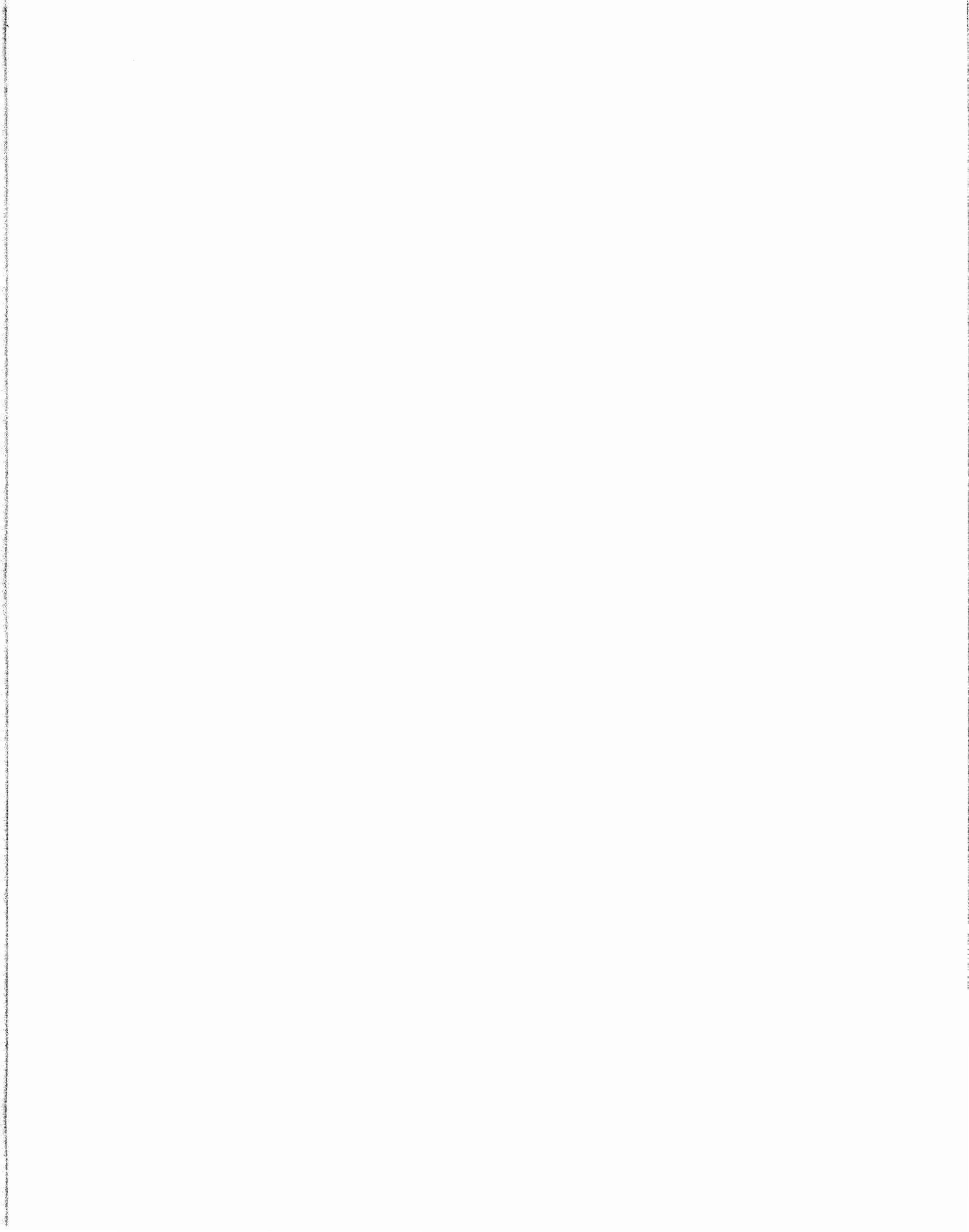
We propose this alternate price if there is not a continuous header over the existing front doors, where we are removing the two wood doors alongside the aluminum entrance door to make one large opening. This work will be done for the additional sum amount of; Five Thousand Nine Hundred Four dollars (\$5,904.00)

Please do not hesitate to contact me if you have any questions or if you require any additional information.

**Respectfully Submitted
Meridian Construction Corporation**



**John Bruss
Project Manager**



Subject: SALEM WIC, VENDING BLDG REPAIR FORM NUMBER P-37 (version 1/09)

AGREEMENT
The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION.

Form with fields for State Agency Name, Contractor Name, Completion Date, Price Limitation, and various signatures and dates.

2. EMPLOYMENT OF CONTRACTOR/SERVICES TO 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 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 to the Effective Date shall be performed at the sole risk of the 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 pay 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 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, 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.

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 only and the complete reimbursement to the Contractor for all 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 the contract price.
5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement 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, and orders of federal, state, county or municipal authorities 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.
6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.
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 Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.
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 licensed and otherwise authorized to do so under all 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 or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State 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 for the State.

Contractor Initials
Date 13 FEB 15

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

- 8.1.1 failure to perform the Services satisfactorily or on schedule;
- 8.1.2 failure to submit any report required hereunder; and/or
- 8.1.3 failure to perform any other covenant, term or condition of this Agreement.

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 of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is 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 Event of Default and suspending all payments to be made under this 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 both.

9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

9.1 As used in this Agreement, the word "data" shall mean all 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 matter, content, and number of copies of the Termination

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 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 its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS. The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the N.H. Department of Administrative Services. None of the Services shall be subcontracted by the Contractor without the prior written consent of the State.

13. INDEMNIFICATION. The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the 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 contained shall be deemed to constitute a waiver of the 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. INSURANCE.

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 identified in block 1.9, or his or her successor, certificate(s) of 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

Contractor Initials

Date

[Handwritten Signature]
Date *12/15/15*

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 (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 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 inures to the benefit of the parties and their respective 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.

21. HEADINGS. The headings throughout the Agreement 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.

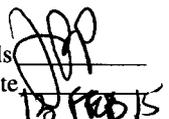
22. SPECIAL PROVISIONS. Additional provisions set forth in the attached EXHIBIT C are incorporated herein by reference.

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 effect.

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 Agreements and understandings relating hereto.

Contractor Initials

Date

Handwritten signature and date: 12 FEB 15

**Salem Welcome and Information Center
Vending Building Fire Repair**

**Exhibit A
Scope of Services**

SUMMARY OF WORK: The Contractor shall provide the tools and materials to repair the vending building damaged by fire at the Salem Welcome and Information Center, and the following scope of work:

DEMOLITION:

- Remove gypsum board from walls and ceiling
- Remove barn door and track at interior of front door. Remove track valance.
- Remove interior wood trim
- Remove interior lighting fixtures and surveillance cameras.
- Remove existing aluminum and glass doors at front and back of building.
- Remove 2 wood doors flanking front entrance
- Remove rubber tile flooring and resilient base.
- Remove fiberglass insulation.
- Remove ceiling grilles
- Remove electric base board heaters
- Note: Interior of janitor's closet is to remain

ELECTRICAL:

- Existing panel to remain. Clean and repaint the cover panel.
- New wiring from the panel to all devices including receptacles, lighting fixtures, emergency lights, exit signs, and surveillance camera.
- New 4' fluorescent strip lighting fixtures at ceiling ridge. Provide 2 lamp T-8 fixtures with prismatic acrylic diffusers.
- New exit signs/emergency lights (2) over front and rear doors.
- Replace all existing receptacles.
- Provide a junction box for hard wiring a surveillance camera over the rear door.
- Do not replace the electrical base board heaters. There is sufficient heat from the vending machines.
- Remove exterior fluorescent lighting fixture over the front door including mounting brackets and replace with a new wall mounted lighting pack to match the fixture over the rear door.
- Clean and re-use the existing time clock to control the lighting fixtures.

INSULATION:

- Install R-11 fiberglass batt insulation in all stud bays of the 2 x 4 walls.
- Install R-30 fiberglass batt insulation above the ceiling in the scissor trusses.
- Install Prop-A-Vent insulation baffles at the eaves to allow ventilation from the soffit vents.
- Install 6 mil polyethylene vapor barrier on the interior of the walls and ceiling on the warm side of the insulation.

State of New Hampshire
Department of Resources and Economic Development
Division of Travel and Tourism Development

GYPSUM BOARD:

- Install ½" gypsum wall board, taped and with 3 coats of finish over walls and ceilings (under the vaulted scissor trusses).

INTERIOR TRIM:

- Door casings: 1 x 5 at jambs and 1 x 8 at heads, D Select grade pine, stained with Min Wax "golden oak" and finished with satin polyurethane.
- Ridge board: 1 x 8 D select pine at ridge (finished as above) to facilitate mounting of lighting fixtures.

DOORS:

- Provide and install two entrance assemblies (one at the front door and one at the back door) of store front-type aluminum and glass in a dark bronze anodized finish. The assemblies shall consist of a pair of 3'-0" x 6' -8" doors centered in the opening with symmetrical sidelights. Sidelights shall be divided horizontally with a mullion at 3'-0" above the floor. Above the mullion, glaze the sidelights with tempered insulating glass. Below the mullion install a solid panel in dark bronze finish.
- Doors shall be equivalent to Kawneer 350 medium stile doors with push-pull hardware, heavy duty door closer, dead bolt locking, accessible saddle threshold, weather stripping and 3 pairs of 4 ½" butt hinges at each leaf.
- The opening for the front door is approximately 14'-10" wide.
- The opening for the rear door is approximately 7'-5" wide.

FLOORING:

- New rubber tile flooring equivalent to Johnsonite: Roundel rubber tile "raised rounds" 24" x 24" tiles, 1/8" thick in a color to be selected from the manufacturer's full range of standard colors.
- New rubber cove base, 4" high, in a color to match the floor tile.

PAINTING:

- Gypsum board: Primer and 2 coats of Sherwin Williams ProMar 200 Low sheen Eggshell Enamel.
- Wood Trim: Min Wax "Golden Oak" 210B and 2 coats of satin polyurethane.

Exhibit B

Payments shall be made monthly upon receipt of detailed invoices and proof of completion work.

Total contract not to exceed \$44,444.00

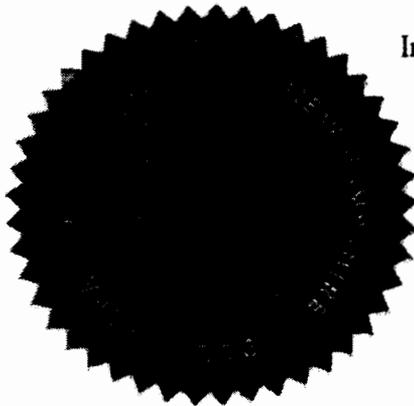
Exhibit C

There are no special provisions in this contract.

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 Project Resource Group, LLC is a New Hampshire limited liability company formed on August 22, 2008. I further certify that it is in good standing as far as this office is concerned, having filed the annual report(s) and paid the fees required by law; and that a certificate of cancellation has not been filed.



In TESTIMONY WHEREOF, I hereto
set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 1st day of May, A.D. 2014

A handwritten signature in black ink, appearing to read "William M. Gardner", is written over the printed name.

William M. Gardner
Secretary of State

Limited Partnership or LLC Certification of Authority

I, JOHN F. PIETRONIRO, hereby certify that I am a Partner, Member or Manager
(Name)

of PROJECT RESOURCE GROUP, LLC a limited liability partnership under RSA 304-B or limited
(Name of Partnership or LLC)

liability company under RSA 304-C.

I certify that I am authorized to bind the partnership or LLC.

I further certify that it is understood that the State of New Hampshire will rely on this
certificate as evidence that the person listed above currently occupies the position indicated
and that they have full authority to bind the partnership or LLC.

DATED: 13 FEB 2015

ATTEST:  PRES.
(Name and Title)
JOHN F. PIETRONIRO, PRESIDENT



Project Resource Group, LLC

sustainable building solutions

TO: State of NH
Department of Administration Services
7 Hazen Drive
Concord, NH 03302-0483

February 13, 2015

REF: Salem Welcome Information Center Vending Building Repair

SUB: LLC Signing Authority

Project Resource Group, LLC, is comprised of two members, Judith A. Pietroniro and John F. Pietroniro.

I, Judith A. Pietroniro, Managing Member of Project Resource Group LLC, hereby give John F. Pietroniro, President of Project Resource Group LLC, permission to sign all relating documents relating to the above referenced project.

This authority has not been appealed or amended as of February 13th, 2015, the date the contract was signed for this project.

Judith A. Pietroniro

Judith A. Pietroniro
Managing Member

Limited Partnership or LLC Certification of Authority

I, Judith A. Pietroniro, hereby certify that I am a Partner, Member or Manager
(Name)

of Project Resource Group, LLC a limited liability partnership under RSA 304-B or limited
(Name of Partnership or LLC)

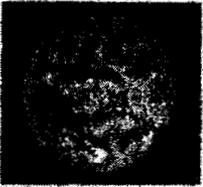
liability company under RSA 304-C.

I certify that I am authorized to bind the partnership or LLC.

I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person listed above currently occupies the position indicated and that they have full authority to bind the partnership or LLC.

DATED: February 13, 2015

ATTEST: Judith A. Pietroniro
(Name and Title) Managing Member



Project Resource Group, LLC

sustainable building solutions

TO: State of New Hampshire
Department of Administration Services
7 Hazen Drive
Concord, NH 03302-0483

February 13, 2015

REF: Salem Welcome Information Center Vending Building Repair

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This authority has not been appealed or amended as of February 13th, 2015, the date the contract was signed for this project.

John F. Pietroniro
President



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/24/2015

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 Infantine Insurance P. O. Box 5125 Manchester NH 03108	CONTACT NAME: Annette Kowalczyk PHONE (A/C No. Ext): (603) 669-0704 E-MAIL ADDRESS: annette@infantine.com		FAX (A/C No.): (603) 669-6831
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Project Resource Group LLC PO Box 43 Frankestown NH 03043	INSURER A: Firemen's Ins Co of Washington		21784
	INSURER B: Acadia Insurance Co.		31325
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES **CERTIFICATE NUMBER:** 2014-2015 Master **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			CPA026891716	9/8/2014	9/8/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	AUTOMOBILE LIABILITY			CPA026891716	9/8/2014	9/8/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR		CUA029692416	9/8/2014	9/8/2015	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 1,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WPA515391110	5/6/2014	5/6/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Job: Salem Welcome Information Center Vending Station

CERTIFICATE HOLDER Department of Resources and Economic Development 172 Pembroke Road PO Box 1856 Concord, NH 03302-1856	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 Paul Sullivan/BKP <i>Paul Sullivan</i>

E.D.

26 2015

ED

Littlefield, Brittany

From: john pietroniro <john.prg@comcast.net>
Sent: Monday, March 02, 2015 11:39 AM
To: Littlefield, Brittany
Cc: Judith A. Pietroniro
Subject: Re: Salem WIC Vending Buiding Contract

Importance: High

Hi, Brittany -

We are OK with the proposed change in your email below. Also, please include Judy at the address above for any contract correspondence.

Thank you,

john p.

John F. Pietroniro, LEED AP BD+C, CDT
Project Resource Group, LLC, President
john.prg@comcast.net
603.831.5060
603.831.5026 [fax]

On Mar 2, 2015, at 10:53 AM, Littlefield, Brittany <Brittany.Littlefield@dred.nh.gov> wrote:

Hi John,

I am in the process of getting the contract information together for the Vending Building project. Unfortunately, there is a piece of the contract that needs to be changed. Before I can go ahead and make that change I need written consent from you. Please see the change below...

On section 1.6 the account number will be changed from 5919000-048-35U453 to 36250000-048-35U453.

If you could please respond to this email verifying you are ok with this change, this will be sufficient enough to move forward.

Please let me know if you have any questions.

Thank you
Brittany

Brittany Littlefield
Executive Assistant

NH Division of Travel and Tourism Development
p (603) 271-2665 | f (603) 271-6870 | visitnh.gov
Facebook and Twitter: VisitNH

CONFIDENTIALITY NOTICE: This e-mail message and any attachments may contain confidential information and proprietary information. If you are not the intended recipient, please be informed that you have received this message in error. Please notify the sender immediately via the contact information listed above, and delete the message and all the attachments from your files. Thank you for your cooperation.