



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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LINDA M. HODGDON
Commissioner
(603) 271-3201

JOSEPH B. BOUCHARD
Assistant Commissioner
Bureau of Public Works
Design and Construction (603) 271-3204
Project No. 80713 – Contract A

September 3, 2013

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

REQUESTED ACTION

Authorize the Bureau of Public Works Design and Construction to enter into a contract with SMRT, Inc., (VC# 153153), 141 Fore Street, Portland, ME, for a total price not to exceed \$2,438,300, for Design Services for the New Hampshire State Prison for Women, Concord, NH. The contract is effective upon Governor and Council approval through December 10, 2014, unless extended by the Department in accordance with the contract terms. **100% General – Capital Funds.**

Funding is available in account titled Department of Corrections as follows:

02-46-46-460030-17670000	Women Prison	<u>SFY14</u>
	034-500152 – Design/Study Consultant	\$2,300,000
02-46-46-460030-12890000	224 Bed Women's Prison	
	034-500152 – Design/Study Consultant	<u>\$ 138,300</u>
	Grand Total	\$2,438,300

EXPLANATION

Per Chapter 145:1, IV, A, Laws of 2009, as extended by Chapter 253:28, 36, Laws of 2011, as extended by Chapter 195:47, 33, Laws of 2013 and Chapter 195:1, IV, A, Laws of 2013.

Architectural and Engineering (A/E) design services for a new 224 bed (expandable to 350 beds) women's correctional facility on a site adjacent to the existing men's prison in Concord.

Request for Letters of Interest and Qualification (LOIQ) for the A/E Consultant was published on May 15, 2013. That request listed specific criteria for evaluation.

Ten (10) A/E teams responded with letters of interest and qualifications. Of those 10 firms, the selection committee selected five (5) firms as most qualified based on the letters of interest and the following criteria: their workload and capacity; their team skills and experience; their experience working with Construction Managers (by law this will be a CM construction process); their experience working on correctional facility projects and women's corrections facility experience specifically; their experience with similar projects; their approach to this project, and whether their letter of interest complied with the selection committee's published requirements. The committee evaluations were tabulated and five (5) firms were selected to receive Requests for Technical Proposal and Interview (RFP).

Proposals were received and scored individually by each Selection Committee member prior to the interviews. The RFP asked that specific questions be addressed in the proposal responses. The responses of the A/E firms were the basis for the evaluation rubric used by the selection committee. Areas of evaluation included: firm comprehension of the assignment, the clarity of the proposal, firm capacity to perform in a timely manner, firm quality and experience of the team, overall suitability for the assignment, and the interview.

The selection committee interviewed all five (5) A/E teams. The selection committee members' individual scores were then tabulated. SMRT had the highest ranking almost 10% ahead of the second ranked team and over 26% ahead of the last ranked team.

All five (5) teams were very qualified and had strengths in different areas, but SMRT stood out across the board including: SMRT has very recent women's correctional experience that has been used as an example by the National Institute of Corrections. SMRT has a longstanding team of professional sub-consultants that have a track record of successfully working together on recent correctional projects in this climate. SMRT has a civil sub-consultant that most

clearly expressed an understanding of the challenges the site poses and has proven local experience to address those challenges. SMRT sub-consultants had great local knowledge and experience.

Therefore after a four month selection process, the Bureau of Public Works Design and Construction recommends SMRT as the most qualified of the ten (10) firms that expressed interest in this project.

The contract has been approved by the Attorney General as to form and execution; and the Department of Corrections 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 – Bureau of Public Works Design and Construction.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Linda M. Hodgdon", with a long horizontal flourish extending to the right.

Linda M. Hodgdon,
Commissioner

Interview/Selection date: July 22, 2013

**COMMITTEE PROPOSAL RATING FOR
NH State Prison for Women 80713**

Consultant Name	Comprehension of Assignment	Clarity of Proposal	Capacity to Perform in a Timely Manner	Quality and Experience of PMI/Team	Interview	Overall Suitability for the Assignment	Total Score	Cumulative Score
LBA / HOK							0	315.5
William McGonagle	9	8	9	8	9	12	55	
Joanne Fortier	9	9	8	5	8	12	51	
Jon Hanson	8	8	7	6	8	11	48	
Mark Nogueira	8.5	10	8.5	9.5	10	12	58.5	
Michelle Juliano	8	9	8	7.5	8.5	9	50	
Tim Smith	8.5	8	7.5	8	9	12	53	
Ricci Greene / TWA							0	280.5
William McGonagle	9	9	9	8	6	8	49	
Joanne Fortier	8	6	8	8	4	11	45	
Jon Hanson	7	7	8	8	8	11	49	
Mark Nogueira	7	8	7	9.5	7	11	49.5	
Michelle Juliano	5	7	6	7	6	7	38	
Tim Smith	8.5	8.5	8	8	7	10	50	
Rowse / KMD Justice							0	311.5
William McGonagle	9	8	9	8	9	13	56	
Joanne Fortier	8	7	7	6	8	10	46	
Jon Hanson	8	8	8	8	8	12	52	
Mark Nogueira	8	9	8	9	10	13	57	
Michelle Juliano	7	7	6	7	8	8	43	
Tim Smith	9.5	9	9	9	9	12	57.5	
SMRT							0	345.0
William McGonagle	9	9	9	8	9	13	57	
Joanne Fortier	10	7	9	8	9	12	55	
Jon Hanson	9	9	9	9	9	14	59	
Mark Nogueira	9.5	10	8.5	10	10	15	63	
Michelle Juliano	8	8	8	9	9	13	55	
Tim Smith	9	8	9	9	9	12	56	
Turner Group / DLR Group							0	273.0
William McGonagle	8	8	7	7	7	8	45	
Joanne Fortier	7	6	6	6	8	9	42	
Jon Hanson	6	6	6	5	7	8	38	
Mark Nogueira	9	8.5	9	9.5	8	11	55	
Michelle Juliano	7	6	5	7	7	8	40	
Tim Smith	8.5	8.5	9	9	8	10	53	

<==== Highest Rating

Explanation of Consultant Selection Committee – NH SP/W – Concord 80713

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 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 Project Manager, for the specific work the consultant is being hired for, brings additional expertise concerning the capabilities of various consultants. His years of project management experience and experience provide the more detailed perspective about the various consultants’ strengths or weaknesses and how they would fit with the project needs.

The Assistant Commissioner, for the Department of Corrections has spent his entire career working with people at the margins of society primarily in a corrections setting. He is uniquely qualified to provide vision and direction regarding the design approach, social, behavioral and operational aspects of this project, based on extensive experience with this population type.

The Department of Corrections Warden of the Women’s Prison, oversees the Operations of the existing women’s prison facility in Goffstown. She provided detailed knowledge of the day to day operations of a female specific correctional facility during the evaluation process.

The Department of Corrections Administrator of Logistics, oversees the logistics for the Department of Corrections facilities, maintenance and operations. He provided detailed knowledge of the facilities, maintenance and operational needs during the evaluation process.

Administrator PM6

Assist. Administrator PM5

Project Manager – PM3

Assistant Commissioner

Warden of Women’s Prison -

Administrator of Logistics -

Mark T. Nogueira – 25 years State/private sector

Michelle Juliano- 25 years State service

Tim Smith – 23 years State/private sector

William McGonagle – 35 years State service

Joanne Fortier – 28 years State service

Jon Hanson – 32 years State/ private sector

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

7/24/2013

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 Ames & Gough 859 Willard Street Suite 320 Quincy, MA 02169	CONTACT NAME: PHONE (A/C, No, Ext): (617) 328-6555		FAX (A/C, No): (617) 328-6888
	E-MAIL ADDRESS:		
INSURED SMRT Inc. 144 Fore Street Portland, ME 04101	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : National Fire Insurance Company of Hartford A(XV)		20478
	INSURER B : Transportation Insurance Company A(XV)		20494
	INSURER C : Continental Casualty Company (CNA) A(XV)		20443
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES**CERTIFICATE NUMBER:****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	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X	X	4029277399	7/1/2013	7/1/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	X	X	4029277399	7/1/2013	7/1/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$		X	4029276544	7/1/2013	7/1/2014	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	5084059898	7/1/2013	7/1/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Prof. Liability			AEH 28-833-74-45	9/26/2012	9/26/2013	Per Claim 2,000,000
C				AEH 28-833-74-45	9/26/2012	9/26/2013	Aggregate 2,000,000

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

Project: NH Women's Prison - Concord, NH

The State of New Hampshire is additional insured with respect to general and auto liability as required by written contract. 30 day notice of cancellation will be issued in accordance with policy terms and conditions.

CERTIFICATE HOLDER**CANCELLATION**

New Hampshire Dept. of Admin. Services
 Attn: Mary Kibee-Lee
 Bureau of Public Works Design & Construction
 7 Hazen Drive
 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