



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
25 Capitol Street - Room 120
Concord, New Hampshire 03301
Office@das.nh.gov

83
MLC

Charles M. Arlinghaus
Commissioner
(603) 271-3201

Joseph B. Bouchard
Assistant Commissioner
(603) 271-3204

Catherine A. Keane
Deputy Commissioner
(603) 271-2059

June 10, 2020

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

REQUESTED ACTION

Authorize the Department of Administrative Services to enter into a **sole source** amendment to their agreement with Scott + Partners, Inc. (Vendor No. 280576) Essex Junction, Vermont, by increasing the contract amount for design work by \$100,000 from \$750,000 to an amount not to exceed \$850,000 for Professional Services for the Glenclyff Dementia Treatment Improvement, Glenclyff, New Hampshire. Further authorize the Department of Administrative Services to amend its contract with Scott + Partner, Inc., to remove Phase III (Construction Administration) from the scope of the work. The original contract for this project was approved by Governor and Council on May 2, 2018, Item #109. This amendment will be effective upon Governor and Council approval through July 31, 2020, unless extended in accordance with the contract terms. **100% General - Capital Funds.**

Funding is available in account titled Department of Health and Humans Services - Glenclyff Home as follows:

05-91-91-910030-15450000 Glenclyff Home Improvements	<u>SFY20</u>
034-500152 - Plans, Layout & Design	<u>\$100,000</u>
Grand total	\$100,000

EXPLANATION

The Division of Public Works Design and Construction is requesting their Scott + Partners design contract for the Glenclyff Home Dementia Treatment Improvement be increased by \$100,000. This request is noted as a **sole source** because the contract increase is for additional design work that is necessary to complete the overall design of the facility. It is more productive and cost efficient to have Scott + Partners perform the additional design work than it would be to insert a new design consultant into the ongoing design. The original design included a 2-story structure connecting the existing Service Building to the Brown Building. It was discovered during the design phase that the 2-story design was not possible due to significant elevation differences between the two buildings. In addition, a 2-story structure is not conducive to Alzheimers patients who need a safe, secure and large open environment in which to wander. The building addition was changed to a one-story, partially-underground structure with a below-grade basement level, resulting in an increase from 15,000 to 30,000 square feet and greatly improving the functionality of the facility. Further, the design efforts were increased due to the complexity of an underground structure, integrating into existing tunnel system, and adding program space into the basement instead of just storage and mechanical space, as was originally proposed.

The 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, Division of Public Works Design and Construction

Respectfully submitted,



Charles M. Arlinghaus,
Commissioner

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: DPW Project No. 80966, Contract B – Glenclyff Home Dementia Treatment Improvement.

DESCRIPTION: The Division of Public Works Design and Construction is requesting Scott + Partners design contract for the Glenclyff Home Dementia Treatment Improvement be increased by \$100,000. The original design included a 2-story structure connecting the existing Service Building to the Brown Building. It was discovered during the design phase that the 2-story design was not possible due to significant elevation differences between the two buildings. In addition, a 2-story structure is not conducive to Alzheimers patients who need a safe, secure and large open environment in which to wander. The building addition was changed to a one-story, partially-underground structure with a below-grade basement level, resulting in an increase from 15,000 to 30,000 square feet and greatly improving the functionality of the facility. Further, the design efforts were increased due to the complexity of an underground structure, integrating into existing tunnel system, and adding program space into the basement instead of just storage and mechanical space, as was originally proposed.

EXPLANATION: Scott + Partners believe the change in scope would not affect their design fee and proceeded with the design to deliver construction documents on schedule. Once they completed the design, they realized they had exceeded their design fee and are retroactively requesting compensation for their additional, unforeseen efforts.

CONTRACT AMENDMENT: \$100,000



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

CHARLES M. ARLINGHAUS
 Commissioner
 (603)-271-3201

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

Division of Public Works
 Design and Construction
 Project No. 80966R – Contract B

March 22, 2018

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

5/02/2018

RECEIVED

APR 05 2018

Bureau of Public Works

REQUESTED ACTION

Authorize the Department of Administrative Services to enter into an agreement with Scott + Partners, Inc. (Vendor No. 280576) Essex Junction, VT, for a total price not to exceed \$750,000 for Professional Services for the Glenclyff Dementia Treatment Improvement, Glenclyff, NH. This design phase contract is effective upon Governor and Council approval through February 28, 2019. **100% General - Capital Funds.**

Funding is available in account titled Department of Health and Human Services – Glenclyff Home as follows:

05-91-91-910030-15450000 Glenclyff Home Improvements	<u>SFY18</u>
034-500152 – Plans, Layout & Design	\$750,000

EXPLANATION

Per Chapter 228:1, X, B, Laws of 2017, this project includes design and construction administration of the Dementia Treatment Improvement at the Glenclyff Home in Glenclyff, New Hampshire. This project includes the design of an addition to the Brown Building at the Glenclyff Home in order to provide an additional 15 beds for dementia residents and additional physical environment necessary for their treatment.

In October 2017, the Division of Public Works Design & Construction solicited Registered Architects and Engineers, by public announcement in the State, for interest in providing consultant services for Glenclyff Dementia Treatment Improvement.

Twelve (12) consultant firms submitted letters of interest and were considered for this assignment. These consultant firms were 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 the team, and overall suitability for the assignment. Ultimately a short list of four (4) firms was developed.

Interviews were held with the following four (4) Consultant firms on December 7, 2017.

Scott + Partners, Inc., Essex Junction, VT.	Smith-Alvarez-Sienkiewicz Architects Burlington, VT.
SMRT Architects/Engineers Portland, ME.	WarrenStreet Architects Concord, NH

Based on their technical proposal, presentation and experience on projects of a similar nature, the firm of Scott + Partners, Inc. were chosen as best qualified for the project. The Consultant Selection Committee included representatives from the Dept. of Health and Human Services - Glenclyff Home and the Division of Public Works Design and Construction. A copy of the firm's Statement of Qualifications is provided, herewith, for your information and convenience.

The consultant selection process employed by the Department for this project is in accordance with RSAs 21-I:22, 21-I:22-c and 21-I:22-d, all applicable Federal laws and the Department's procedures for "Selection of Engineers, Architects and Surveyors" dated July 28, 2005.

The agreement has been approved by the Attorney General as to form and execution, and the Department of Health and Human Services - Glenclyff Home 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,



Charles M. Arlinghaus
Commissioner

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: DPW Project No. 80966, Contract B – Glencliff Home Dementia Treatment Improvement.

DESCRIPTION: This project includes the design of an addition to the Brown Building at the Glencliff Home in order to provide an additional 15 beds for dementia residents and additional physical environment necessary for their treatment. The Glencliff Home as a facility needs to improve the handling of the complexities associated with the combination of dementia and mental illness/developmental disability. The Center for Medicare and Medicaid Services, the organization that has regulatory oversight of Glencliff Home, has established rules that delineate the compliance for care of residents with dementia. The rules stress that the physical environment has a huge impact on the care and treatment of those suffering from dementia. Glencliff Home presently has one unit specifically dedicated to residents suffering from this disease and some environmental improvements have been made to promote a higher level of care.

EXPLANATION: This project will allocate funds for the design of the proposed addition, and will enable Glencliff Home to prepare a capital budget estimate for moving forward with a request for the construction of the unit.

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.

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**, for the specific type of work the consultant is being hired for (i.e. Mechanical, Civil, Architectural, Electrical etc.), brings additional expertise concerning the capabilities of various consultants they have worked with. 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.

The **Agency Representative**, from the Glenclyff Home is the Project Manager who has administrative oversight of all large maintenance projects and capital improvement projects.

Administrator PM7	Theodore Kupper – 4 years State service 35 years private sector
Assist. Administrator PM5	Michelle Juliano- 30 years State service
Mechanical Eng. PM4	Beverly Kowalik - 25 years State service
Civil Engineer PM4	Roger Dionne- 32 years State Service
Electrical Engineer PM4	Gordon Graham- 16 years State Service, 25 years private
Project Manager	J. O. White – 44 years State Services



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/19/2018

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 have ADDITIONAL INSURED provisions or 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 Essex Agency, Inc. 2 Railroad Street P.O. Box 239 Essex Junction VT 05452-0239		CONTACT NAME: Michelle Southwell PHONE (A/C No. Ext.): (802) 878-5334 FAX (A/C. No.): (802) 878-0852 E-MAIL ADDRESS: michelle@essexagency.com	
INSURED Scott + Partners Inc. 7 Carmichael St Ste 102 Essex Jct VT 05452		INSURER(S) AFFORDING COVERAGE INSURER A: Cincinnati Casualty NAIC # 28865 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 17-18 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 INSD	SUBR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<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 type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:				ECP 0439463	05/18/2017	05/18/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 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 <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY				ECP 0439463	05/18/2017	05/18/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist \$ 1,000,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$							EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below				N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 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)

Glencdf Home: Dementia Treatment Improvement Project 80966-B

The State of New Hampshire, its agencies, and its agents and employees are named as Additional Insureds with regard to General Liability and Auto Liability.

CERTIFICATE HOLDER

State of New Hampshire Dept of Administration Services
 Div. of Pub Works Design & Construction
 PO Box 483
 Concord NH 03302

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
Michelle Southwell



SCOT&PA-01

KEAJE1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/19/2018

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 have ADDITIONAL INSURED provisions or 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 License # 0C41366 E-COMP, A Division of Granite Insurance Brokers 6600 Koll Center Parkway #100 Pleasanton, CA 94566	CONTACT NAME: Jesse Keast	
	PHONE (A/C, No, Ext): (888) 493-2667	FAX (A/C, No):
E-MAIL ADDRESS: jkeast@goecomp.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Travelers Indemnity Company of Connecticut		25682
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
 Scott & Partners Inc
 7 Carmichael St, Ste 102
 Essex Junction, VT 05452

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPI/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB4J84923A	05/07/2017	05/07/2018	<input checked="" type="checkbox"/> PER STATUTE <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

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Glenclyff Home: Dementia Treatment Improvement Project 80966-B

CERTIFICATE HOLDER

State of New Hampshire
 Department of Administrative Services
 Division of Public Works Design & Construction
 PO Box 483
 Concord, NH 03302

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/19/2018

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.

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PRODUCER Hall & Company 19660 10th Ave NE Poulsbo WA 98370	CONTACT NAME: Jim Ledbetter	
	PHONE (A/C No, Ext): 360-626-2019	FAX (A/C No): 360-598-3703
E-MAIL ADDRESS: jledbetter@hallandcompany.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Underwriter's at Lloyds, London		
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED 5276
Scott + Partners Inc.
7 Carmichael Street Suite 102
Essex Junction VT 05452

COVERAGES CERTIFICATE NUMBER: 345242451 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
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Lab: Claims Made			ANE1674161.18	1/20/2018	1/20/2019	\$2,000,000 Per Claim \$3,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Additional Insured Status is not available on Professional Liability Policy.
Glenclyff Home: Dementia Treatment Improvement Project 80966-B
Professional Liability Deductible is \$10,000

CERTIFICATE HOLDER	CANCELLATION
State of New Hampshire Department of Administrative Services Division of Public Works Design & Construction PO Box 483 Concord NH 03302	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 <i>Matthew L. Copus</i>

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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF PUBLIC WORKS DESIGN & CONSTRUCTION

PROJECT NO. 80966
Contract B

ALTERATION ORDER NO. 1

APPROPRIATION ACCOUNT NO.

CONTRACT NO. 7002401-1

Date 4/22/19

CONTINGENCY NO.

Vendor No. 280576B001

TO: Scott & Partners, 7 Carmichael Street, Essex VT 05452

In Connection With Your Contract Dated 5/2/2018 For Glenclyff Home Dementia Treatment Improvement
Surveyor Services, Glenclyff, NH

You are authorized to make the following changes in the Contract:

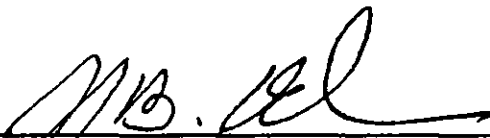
01 Move \$119,250.00 from the capital appropriation for Construction Administration into the Design Phase to be utilized to complete and evaluation and design of the Wastewater System at Glenclyff. \$0.00

All other terms and conditions of the Contract remain the same.


\$0.00

ACCEPTED BY: Date: _____

APPROVED BY:



Scott & Partners



Theodore Kupper, P.E.
Administrator
Division of Public Works Design & Construction

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF PUBLIC WORKS DESIGN & CONSTRUCTION

PROJECT NO. 80966
Contract B

ALTERATION ORDER NO. 2

APPROPRIATION ACCOUNT NO.

CONTRACT NO. 7002401-1

Date 10/1/19

CONTINGENCY NO.

Vendor No. 280576B001

TO: Scott & Partners, 7 Carmichael Street, Essex VT 05452

In Connection With Your Contract Dated 5/2/2018 For Glencliff Home Dementia Treatment Improvement
Surveyor Services, Glencliff, NH

You are authorized to make the following changes in the Contract:

- 1 Extend completion date for the Design Phase from 12/31/18 to 12/31/19. Add'l scope for design of the Wastewater System & increase in bed count from 15 - 30 at Glencliff.

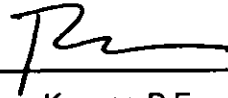
All other terms and conditions of the Contract remain the same.

ACCEPTED BY: Date: 10-24-2019

APPROVED BY:



Scott & Partners
John B. Alden, Pres.



Theodore Kupper, P.E.
Administrator
Division of Public Works Design & Construction

RECEIVED

OCT 28 2019

Bureau of Public Works

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF PUBLIC WORKS DESIGN & CONSTRUCTION

PROJECT NO. 80966
Contract B

ALTERATION ORDER NO. 3

APPROPRIATION ACCOUNT NO.

CONTRACT NO. 7002401-1

Date 2/19/20

CONTINGENCY NO. 1069891-1

Vendor No. 280576 B001

TO: Scott & Partners 7 Carmichael Street, Essex VT 05452

In Connection With Your Contract Dated 5/2/2018 For Glenclyff Home Dementia Treatment Improvement ,
Glenclyff, NH

You are authorized to make the following changes in the Contract:

01 Move \$15,000.00 from Glenclyff appropriation number 7892000-9100-10-50026 into the above project to be utilized to cover fees associated with design revisions \$15,000.00

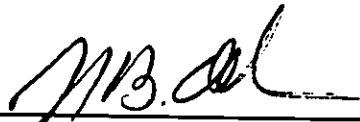
02 Move contract completion date from December 31,2019 to March 31,2020 \$0.00

All other terms and conditions of the Contract remain the same.


\$15,000.00

ACCEPTED BY: Date: 03-02-2020

APPROVED BY:


_____, Pres.

Scott & Partners



Theodore Kupper, P.E.
Administrator
Division of Public Works Design & Construction

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF PUBLIC WORKS DESIGN & CONSTRUCTION

PROJECT NO. 80966
Contract B
ALTERATION ORDER NO. 4
APPROPRIATION ACCOUNT NO.
CONTRACT NO. 7002401-1
Date 5/12/20 CONTINGENCY NO. 1069891-1,2,3
Vendor No. 280576 B001

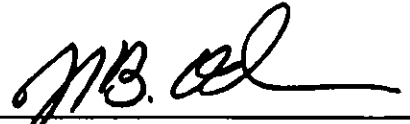
TO: Scott & Partners 7 Carmichael Street, Essex VT 05452

In Connection With Your Contract Dated 5/2/2018 For Glencliff Home Dementia Treatment Improvement ,
Glencliff, NH

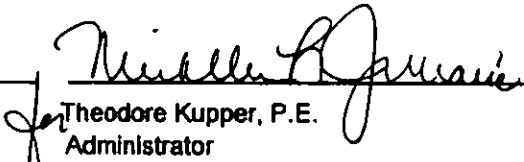
You are authorized to make the following changes in the Contract :

01 Extend contract completion date from March 31, 2020 to July 31, 2020 \$0.00
All other terms and conditions of the Contract remain the same. _____
\$0.00

ACCEPTED BY: Date: 5/13/2020 APPROVED BY:



Scott & Partners



Theodore Kupper, P.E.
Administrator
Division of Public Works Design & Construction