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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

Charles M. Arlinghaus
 Commissioner
 (603)-271-3201

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 Assistant Commissioner
 (603)-271-3204

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 Deputy Commissioner
 (603)-271-2059

Division of Public Works
 Design and Construction
 Project No. 81030R – Contract A

August 30, 2018

His Excellency, Governor Christopher T. Sununu
 and the Honorable Executive 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 Alvin J. Coleman & Son Inc. (VC# 154411) Conway, NH, for a total price not to exceed \$325,451, for the Adjutant General Department's New Hampshire Army National Guard Littleton Field Maintenance Shop (FMS) Motorpool Expansion, Littleton, NH. This contract is effective upon Governor and Council approval through August 2, 2019, unless extended in accordance with the contract terms. **100% Federal Funds.**
- 2). Further authorize that a contingency in the amount of \$30,000 be approved for unanticipated site expenses for the Field Maintenance Shop (FMS) Motorpool Expansion, bringing the total to \$355,451. **100% Federal Funds.**
- 3). Further authorize the amount of \$10,140 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 \$365,591. **100% Federal Funds.**

Funding is available in account titled Adjutant General as follows:

02-12-12-120010-22450000 Army Guard Facilities	<u>SFY19</u>
103-500736 – Contract Repairs/Bldgs. & Grounds	\$325,451
103-500736 – Contingency	<u>\$ 30,000</u>
Sub-Total	\$355,451

02-12-12-120010-22550000 Inter-Agency Payments

217-502682 – DPW Fees Interagency \$ 10,140

Grand Total \$ 365,591

EXPLANATION

This project is to expand the current Motorpool at the Littleton Field Maintenance Shop (FMS). It includes demolishing a portion of the current perimeter fencing; clearing of trees; installing subsurface drainage; excavating an infiltration basin; excavating topsoil; importing material; grading for the new Motorpool; installing fencing, gates, and access walkways adjacent to the FMS.

The Federal funds available for this contract are provided to the 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 Army National Guard. The cost of this contract shall be reimbursed to the State by the Federal government at a rate of 100%. In the event that federal funds are not available, General funds will not be requested to support this program.

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 execution, 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,


for Charles M. Arlinghaus
Commissioner

Department Estimate: \$325,000
Contract Amount: \$325,451
Over Estimate \$ 451

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: DPW Project No. 81030R, Contract A – Littleton Field Maintenance Shop (FMS) Motorpool Expansion, Littleton, NH.

DESCRIPTION: This project is to expand the current Motorpool at the Littleton Field Maintenance Shop (FMS). It includes demolishing a portion of the current perimeter fencing; clearing of trees; installing subsurface drainage; excavating an infiltration basin; excavating topsoil; importing material; grading for the new Motorpool; installing fencing, gates, and access walkways adjacent to the FMS.

EXPLANATION: The current Motorpool area has insufficient space for any additional military vehicles.

OVER ESTIMATE

EXPLANATION: Added clearing and grubbing for additional snow storage as shown in Addendum #1, Sketch 001 can account for the \$451.00 over the estimated value of the project.

DEPARTMENT

ESTIMATE: \$325,000

LOW BID: \$325,451



ABC Bid Data

LITTLETON
81030RA
NON-FEDERAL

PROJECT: LITTLETON
STATE PROJECT NUMBER: 81030RA
FED. PROJECT NUMBER: NON-FEDERAL
DATE BIDS OPEN: August 15, 2018, 02:00 PM
SCOPE OF WORK: LITTLETON FIELD MAINTENANCE SHOP MOTORPOOL EXPANSION
COMPLETION DATE: 8/2/2019 (correction)
LOCATION: Grafton

Certified by: _____
Administrator

Summary of Bidders

Contractor	Bid Amount	Rank
COLEMAN ALVIN J & SON INC 9 NH ROUTE 113, CONWAY NH 03818-9505	\$325,451.00	A
SICARD INC, J P 234 GLOVER ROAD, BARTON VT 05822	\$327,787.00	B
BROOKS & SON INC, G W 362 EATON ROAD, RTE 153, FREEDOM NH 03836	\$442,030.00	C

BUREAU OF PUBLIC WORKS

Award to A Bidder \$ 325,451
 Hold for Negotiation
 Cancel Contract
 User Agency NHARPIC
 Authorized by MLJ
 Date 8/21/18

Item No.	Description	Unit	Quantity	P&S&E		COLEMAN ALVIN J & SON INC 9 NH ROUTE 113 CONWAY, NH 03818-6505		SICARD INC, J P 234 GLOVER ROAD BARTON, VT 05822	
				Unit Price	Total	Unit Price	Total	Unit Price	Total

901	ALL WORK SHOWN ON PLANS & SPECIFICATIONS	U	1.00	\$295,000.00	\$295,000.00	\$295,451.00	\$295,451.00	\$297,787.00	\$297,787.00
902	ALLOWANCE FOR THE ADDITIONS & MODIFICATIONS TO THE CONTRACT	\$	30,000.00	\$1.00	\$30,000.00	\$1.00	\$30,000.00	\$1.00	\$30,000.00
Totals:				\$325,000.00		\$325,451.00		\$327,787.00	
Alt. Totals:									
Totals:				\$325,000.00		\$325,451.00		\$327,787.00	

Item No.	Description	Unit	Quantity	PS&E		BROOKS & SON INC, G W 362 EATON ROAD FREEDOM, NH 03836	
				Unit Price	Total	Unit Price	Total

Items

901	ALL WORK SHOWN ON PLANS & SPECIFICATIONS	U	1.00	\$295,000.00	\$295,000.00	\$412,030.00	\$412,030.00
902	ALLOWANCE FOR THE ADDITIONS & MODIFICATIONS TO THE CONTRACT	\$	30,000.00	\$1.00	\$30,000.00	\$1.00	\$30,000.00
Totals:					\$325,000.00		\$442,030.00
Alt. Totals:							
Totals:					\$325,000.00		\$442,030.00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/22/2018

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 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 THE ROWLEY AGENCY INC. 45 Constitution Avenue P.O. Box 511 Concord NH 03302-0511	CONTACT NAME: Donna Bickford PHONE (A/C, No. Ext): (603) 224-2562 FAX (A/C, No.): (603) 224-8012 E-MAIL ADDRESS: dbickford@rowleyagency.com																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A</td> <td>Firemen's Ins. Co. of Wash. DC</td> <td>21784</td> </tr> <tr> <td>INSURER B</td> <td>Berkshire Hathaway Spec. Ins. Co.</td> <td></td> </tr> <tr> <td>INSURER C</td> <td>Maine Employers Mutual Ins. Co.</td> <td>11149</td> </tr> <tr> <td>INSURER D</td> <td></td> <td></td> </tr> <tr> <td>INSURER E</td> <td></td> <td></td> </tr> <tr> <td>INSURER F</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A	Firemen's Ins. Co. of Wash. DC	21784	INSURER B	Berkshire Hathaway Spec. Ins. Co.		INSURER C	Maine Employers Mutual Ins. Co.	11149	INSURER D			INSURER E			INSURER F	
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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 SUBR INSD 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 <input checked="" type="checkbox"/> CG0001 04/13 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		CPA5344231	7/1/2018	7/1/2019	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS		CAA5344232	7/1/2018	7/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		47UM030147404	7/1/2018	7/1/2019	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 PRODUCTS/COMP OPS AGG \$ 15,000,000
C	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	5101800948 3A STATES: ME PA	7/1/2018	7/1/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER 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)
 Project: #81030RA Motopool Expansion, Littleton, NH.
 The State of New Hampshire, its agencies, and its agents and employees are included as an additional insured on all liability policies except workers comp when required by written contract with the named insured.

CERTIFICATE HOLDER State of New Hampshire c/o Department of Administrative Services 7 Hazen Drive Room 250 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 Donna Bickford/DTB
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