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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

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

Division of Public Works
Design and Construction
Project No. 80992R – Contract A

May 7, 2018

His Excellency, Governor Christopher T. Sununu
and the Honorable 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 RTH Mechanical Contractors Inc., (VC#277973) Brentwood, NH, for a total price not to exceed \$61,750, for the Design/Build Kitchen Exhaust System at the John O. Morton Building, 7 Hazen Drive, Concord, NH. This contract is effective upon Governor and Council approval through September 4, 2018, unless extended in accordance with the contract terms. **100% Transfer Funds.**

2). Further authorize the amount of \$5,000 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 \$66,750. **100% Transfer Funds.**

Funding is available in account titled Department of Administrative Services as follows:

01-14-14-141510-29520000	DOT Buildings	<u>SFY18</u>
048-500226	– Contractual Maint – Bldg. & Grounds	\$61,750
048-500226	– Interagency DPW Fees	<u>\$ 5,000</u>
	Total	\$66,750

EXPLANATION

This project will remove existing ductwork and exhaust fan. A new kitchen exhaust system will be designed and installed per Fire Marshal approval, including new ductwork and exhaust fan.

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 substance, and the Department of Administrative Services 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,



Charles M. Arlinghaus
Commissioner

Department Estimate:	\$50,000
Contract Amount:	<u>\$61,750</u>
Over Estimate	\$11,750

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: DPW Project No. 80992R, Contract A – Design/Build Kitchen Exhaust System, 7 Hazen Drive, Concord New Hampshire

DESCRIPTION: Design/Build Kitchen Exhaust System at the Morton Building. Remove existing ductwork and exhaust fan. Design a new kitchen exhaust system per Fire Marshal approval. Install the new ductwork and exhaust fan.

EXPLANATION: The Fire Marshal completed a walk through at the Morton building and saw that the ductwork for the kitchen exhaust system did not meet NFPA 96 code because the ductwork was not welded. DPW noticed that the fan also needed replacement.

OVER ESTIMATE

EXPLANATION: Design/Build Systems are difficult to estimate. All plans need to be approved by the State Fire Marshal and contractors want to make sure they have covered the correct design in their estimate.

DEPARTMENT

ESTIMATE: \$50,000

LOW BID: \$61,750



ABC Bid Data

CONCORD
80992RA
NON-FEDERAL

PROJECT:	CONCORD	Awarded To:		Certified by:	_____
STATE PROJECT NUMBER:	80992RA	Amount:	\$0.00	Address:	_____
FED. PROJECT NUMBER:	NON-FEDERAL	Award Date:			
DATE BIDS OPEN:	April 04, 2018, 02:00 PM				
SCOPE OF WORK:	DESIGN/BUILD KITCHEN EXHAUST SYSTEM				
COMPLETION DATE:	September 04, 2018				
LOCATION:	Merrimack				

Summary of Bidders

Contractor	Bid Amount	Rank
RTH MECHANICAL CONTRACTORS INC 99 PINE ROAD, BRENTWOOD NH 03833-6510	\$61,750.00	A

*Item # 901: \$56,750.-
Item # 902: \$5,000.-
\$61,750*

BUREAU OF PUBLIC WORKS
 Award to RTH Mechanical Contract
 Hold for Negotiation Inc.
 Cancel Contract
 User Agency NH DAS
 Authorized by _____
 Date 04.05.2018

Item No.	Description	Unit	Quantity	PS&E		RTH MECHANICAL CONTRACTORS INC 99 PINE ROAD BRENTWOOD, NH 03833-6510	
				Unit Price	Total	Unit Price	Total

Items

901	DESIGN/BUILD KITCHEN EXHAUST SYSTEM	U	1.00	\$45,000.00	\$45,000.00	\$58,750.00	\$58,750.00
902	ALLOWANCE NO. 1 OWNERS CHANGES FOR UNKNOWN CONDITIONS	\$	5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00
Totals:					\$50,000.00		\$61,750.00
Alt. Totals:							
Totals:					\$50,000.00		\$61,750.00



RTHMECH-01

KBEAUDOIN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

APR 10 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 # 1780862 HUB International New England 275 US Route 1 Cumberland Foreside, ME 04110	CONTACT NAME: PHONE (A/C, No, Ext): (207) 829-3450		FAX (A/C, No): (207) 829-6350
	E-MAIL ADDRESS: 		
INSURED State of New Hampshire Dept of Administrative Services, Contract office 7 Hazen Drive, Room 130 Concord, NH 03302-0483	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Hanover Insurance Company		22292
	INSURER B:		
	INSURER C:		
	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	ADOL 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 \$ OTHER \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO 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) \$ OTHER \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ OTHER \$
	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				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	OCP			LHP D662903 00	04/18/2018	04/18/2019	2,000,000 per occ. 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RTH 18-845; Contract A (updated fr 4.23.18) KB
Richard T Hansell excluded from Work Comp

Project: State of New Hampshire, Concord NH - Design/Build Kitchen Exhaust System, Project #80892R Contract A
State of New Hampshire is listed as additional named Insured for the above job only per written contract.

CERTIFICATE HOLDER State of New Hampshire Dept of Administrative Services, Contract office 7 Hazen Drive, Room 130 Concord, NH 03302-0483	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 



RTHMECH-01

KBEAUDOIN

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DATE (MM/DD/YYYY)

APR 18 2018

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	E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE			NAIC #
INSURER A: Hanover Insurance Company			22292
INSURED State of New Hampshire Dept of Administrative Services, Contract Office 7 Hazen Drive, Room 130 Concord, NH 03833	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		
	INSURER G:		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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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 OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRE/AUTO 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 OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Inst/Builders Risk			IHPD172847	02/20/2018	02/20/2019	Stored Materials \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 RTH 18-845 (updated on 6/2/18)kb
 Richard T Hansell excluded from Work Comp

Project: State of New Hampshire, Concord NH - Design/Build Kitchen Exhaust System, Project #80992R Contract A

State of New Hampshire, Department of Administrative Services has additional insured status on the policies indicated in the column above as required by written contact.

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	AUTHORIZED REPRESENTATIVE 

