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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

VICKI V. QUIRAM
Commissioner
(603)-271-3201

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

Bureau of Public Works
Design and Construction
Project No. 80803R – Contract A

August 20, 2015

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

REQUESTED ACTION

1). Authorize the Department of Administrative Services to enter into an agreement with Smith-Alvarez-Sienkiewicz Architects, P. C., (Vendor No. 260846) Burlington, VT., for a total price not to exceed \$1,203,200 for Professional Services for the South Central Field Maintenance Shop (FMS), Hooksett. The contract is effective upon Governor and Council approval through June 30, 2018. **100% Federal Funds**

2). Further authorize that an amount of \$205,105 be approved for payment to the Department of Administrative Services, Bureau of Public Works Design and Construction (Vendor Code 177875) for engineering services provided, bringing the total to \$1,408,305. **100% Federal Funds**

Funding is available in account titled Adjutant General as follows:

02-12-12-120030-09070000 South Central FMS	<u>SFY16</u>
034-500152 – Design/Study	\$ 846,400
034-500152 – Interagency Fees	<u>33,605</u>
Sub-Total	\$ 880,005

02-12-12-120030-24120000 Construction South Central FMS

034-500152 – Construction Administration	\$ 356,800*
034-500152 – Interagency Fees	<u>171,500*</u>
Sub-Total	\$ 528,300
Grand Total	\$1,408,305

*Type "C" services, amounting to \$356,800 and Interagency Agency fees of \$156,940 are subject to Federal Funds availability at a later date.

EXPLANATION

Per Chapter 195:1, I, E, Laws of 2013, and Chapter 220:1, I, B, Laws of 2015, for the Manchester Field Maintenance Shop (South Central) Design. This contract will provide for design and construction administration of a new 29,000 gross square foot National Guard Vehicle Field Maintenance Shop, consisting of 8,000 +/- square foot administrative and support space plus five maintenance bays, to support maintenance and repair of 169 combat and tactical vehicles for NHARNG in the South Central region of the State. Also included will be two detached buildings consisting of a 600 SF flammable materials facility and a 300 SF Controlled Waste Facility.

In December 2014, the Bureau of Public Works Design & Construction solicited Registered Architects and Engineers, in the State by public announcement (RFI), for interest in providing consultant services for Construction of two Field Maintenance Shop projects, selecting two consultants, one for this South Central Field Maintenance Shop and one for the Seacoast Field Maintenance Shop.

Twenty-Seven (27) 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 six (6) firms was developed.

Interviews were held with the following six (6) Consultant firms on February 3rd and 4th, 2015.

CHA Consulting
Keene, NH

CSS Architects
Wakefield, MA

Colby Company, LLC
Portland, ME.

DKH Architects
Boston, MA

Jacobs Engineering
Bedford, NH

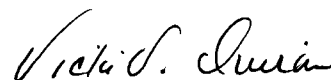
Smith, Alvarez, Sienkiewicz,
Architects
Burlington, VT

Based on their technical proposal, presentation and experience on projects of a similar nature, the firm of Smith, Alvarez, Sienkiewicz Architects, was chosen as best qualified for the project. The Consultant Selection Committee included representatives from the NH Army National Guard, Adjutant General's Department and the Bureau 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-l:22, 21-l:22-c and 21-l: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 Adjutant General's Department has certified that the necessary funds are available for Type 'A' and 'B' services, with Type 'C' available at a later date. Copies of the fully executed agreement are on file at the Secretary of State's Office and the Department of Administrative Services – Bureau of Public Works Design and Construction.

Respectfully submitted,



Vicki V. Quiram
Commissioner

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: BPW Project No. 80803R, Contract A South Central Maintenance Shop, Hooksett, NH.

DESCRIPTION: This contract will provide for design and construction administration of a new 29,000 gross square foot National Guard Vehicle Field Maintenance Shop, consisting of 8,000 +/- square foot administrative and support space plus five maintenance bays, to support maintenance and repair of 169 combat and tactical vehicles for NHARNG in the South Central region of the State. Also included will be two detached buildings consisting of a 600 SF flammable materials facility and a 300 SF Controlled Waste Facility.

EXPLANATION: Along with a second facility planned for Rochester to serve the Seacoast Region of the State, this will replace the existing field maintenance service facility in Manchester which is badly outdated, undersized at only 3,400 SF and cannot be adapted to meet NGB requirements. The facility will be staffed by 20 full time NHARNG technicians with 3 vehicles on site. The site will be developed with a pavement area totaling 6,500 SY. The new facility will be located on existing State owned land that is currently operated by the NH Army National Guard and the construction budget will be approximately \$9,900,000.

CONTRACT VALUE: \$1,203,200, including \$356,800 for Type "C" services, subject to Federal Funds availability at a later date.

Interview/Selection date: Feb. 3 and 4, 2015

**COMMITTEE PROPOSAL RATING FOR
Two (2) Field Maintenance Shops - Seacoast and South Central Regions**

Consultant Name	Comprehension of Assignment	Clarity of Proposal	Capacity to Perform in a Timely Manner	Quality and Experience of PM/Team	Overall Suitability for the Assignment	Total Score	Cumulative Score
CHA Consulting							101.0
Theodore Kupper	5	3	3	5	2	18	
Michelle Juliano	4	4	4	4	4	20	
Thomas Carleton	5	5	4	4	4	22	
Larry Rea	3	3	3	4	5	18	
Ken Coombs	5	4	5	5	4	23	
Colby Company							104.0
Theodore Kupper	5	5	3	3	4	20	
Michelle Juliano	5	5	4	4	5	23	
Thomas Carleton	5	5	5	4	5	24	
Larry Rea	3	1	3	3	3	13	
Ken Coombs	5	5	5	5	4	24	
CSS Architects							83.0
Theodore Kupper	3	3	3	4	3	16	
Michelle Juliano	4	3	3	4	4	18	
Thomas Carleton	3	3	3	4	2	15	
Larry Rea	5	3	3	3	2	16	
Ken Coombs	4	4	4	3	3	18	
DHK Architects							71.0
Theodore Kupper	1	1	3	3	1	9	
Michelle Juliano	4	3	3	4	4	18	
Thomas Carleton	3	5	3	3	3	17	
Larry Rea	1	1	3	3	2	10	
Ken Coombs	3	4	4	3	3	17	
JACOBS							102.0
Theodore Kupper	5	3	3	4	2	17	
Michelle Juliano	3	3	3	4	3	16	
Thomas Carleton	5	5	4	3	4	21	
Larry Rea	5	5	3	5	5	23	
Ken Coombs	5	5	5	5	5	25	
Smith-Alvarez-Sienkiewicz							105.0
Theodore Kupper	5	5	3	3	5	21	
Michelle Juliano	5	5	5	5	5	25	
Thomas Carleton	5	5	5	4	4	23	
Larry Rea	3	1	3	3	2	12	
Ken Coombs	5	5	5	5	4	24	

<===== 2nd Highest Rating

<===== 1st Highest Rating

Explanation of CM Evaluation 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. 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 design and construction contracts, and is the second member of all the selection committees. Her job description specifically outlines her involvement in the oversight of Project Managers administering construction contracts. She brings the expertise of the day-to-day working with Agencies and with General Contractors. Her past and present experience involves frequent interaction with General Contractors and Agency Representatives.

The Project Manager brings in depth knowledge of the project history, including technical concerns that must be addressed to complete the project. As an Architect, he also brings extensive expertise concerning construction administration and building design. His years of project management experience provide the more detailed perspective of how the CM firms would fit with the project needs.

The NH Army National Guard (NHARNG) representative oversees the capital and maintenance program for NHARNG. He provides the detailed understanding of the Using Agency's needs, as well as in-depth understanding of Federal construction contract administration processes and project requirements needed for funding reimbursement.

Administrator PM6	Theodore Kupper – 35 years private sector, 1 1/2 years State Service
Assist. Administrator PM5	Michelle Juliano - 27 years State service

Project Mgr – PM4

Thomas Carleton - 23 years private sector and 4 years State service

NHARNG, CW2

Lawrence Rea - 35 years U.S. Military Service, including 6 years Federal project oversight; 12 years private sector;

NHARNG, Project Manager

Kenneth Coombs – 28 years private sector and 5 years State Service.

Client#: 4078

SMITHALV

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/09/2015

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: Hackett Valine & MacDonald, 62 North Main Street, St. Albans, VT 05478, 802 524-4400. CONTACT NAME: Janet Mazza, PHONE: 802 524-4400, FAX: 8025243777, E-MAIL: jmazza@hvm.com. INSURER(S) AFFORDING COVERAGE: INSURER A: Acadia Insurance Company (31325), INSURER B: Union Insurance Company (25844).

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.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include General Liability (BOA002002329), Automobile Liability (BOA002002329), Umbrella Liability, and Workers Compensation (WCA506882911).

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Certificate Holder is an Additional Insured when a written contract is in force. 30 day notice of cancellation is included.

CERTIFICATE HOLDER: State of NH, Dept. of Administrative Services, Bureau of Public Works Design & Construction, PO Box 483, 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: Janet Mazza.



CERTIFICATE OF LIABILITY INSURANCE

SMITH-1

OP ID: AD

DATE (MM/DD/YYYY)
08/07/2015

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.

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PRODUCER Poole Professional Ltd.-TM 107 Audubon Rd. #2, Ste. 305 Wakefield, MA 01880 Thomas M. Mullard	CONTACT NAME: Thomas M. Mullard PHONE (A/C, No, Ext): 800-371-1063 E-MAIL ADDRESS:	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED Smith Alvarez Sienkiewicz Architects, P.C. 117 St. Paul Street, 3rd Floor Burlington, VT 05401	INSURER A: XL Specialty Insurance Company NAIC # 37885	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

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


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INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD 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"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					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 <input type="checkbox"/> 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 Y/N <input type="checkbox"/> 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	Prof. Liability		DPR9720590 DED - \$25,000	01/21/2015	01/21/2016	Per Claim 2,000,000 Aggregate 2,000,000	

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

For professional liability coverage, the aggregate limit is the total insurance available for all covered claims presented within the policy period. The limit will be reduced by payments of indemnity and expense. There is a 30 day notice of cancellation.

CERTIFICATE HOLDER**CANCELLATION**

NEWHA00 State of New Hampshire Department of Admin. Services Bureau of Public Works D&C P.O. Box 483, 7 Hazen Drive Concord, NH 03302-0483	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 
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