

275 a.m.



Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Assistant Commissioner

Bureau of Mechanical Services
May 17, 2017

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

REQUESTED ACTION

Authorize the Department of Transportation to enter into a contract with RBG Incorporated. (Vendor 158526), Raymond NH, on the basis of a low bid offer of \$135,602.00 for providing Aerial Lifts Inspection, repair, scheduled service and unanticipated emergency repairs and associated parts, effective upon Governor and Council approval through June 30, 2019. 88% Highway Funds, 12 % Other Funds (Agency Income/Transfers).

Funding is contingent upon the availability and continued appropriation of funds for FY2018 and FY2019 as follows:

	<u>FY 2018</u>	<u>FY 2019</u>
04-96-96-960515-3005		
Mechanical Services		
024-500225 Contract Repairs; Machine-Equip	\$67,801.00	\$67,801.00

EXPLANATION

The service contract is necessary to perform inspections, repairs and service to the Department's Aerial lift trucks.

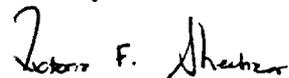
The Department of Transportation, Bureau of Mechanical Services currently owns twenty two (22) Aerial lift vehicles that are used for road sign mounting and maintenance, traffic sign repair and maintenance and various other functions. The Aerial lift trucks require yearly safety inspections, repair and maintenance. Once the inspection is completed, the Bureau is provided an explanation of repairs and maintenance needed, and the associated costs.

Invitation for bids was solicited on the Department of Administrative Services, Bureau of Purchase and property website from 4/13/2017 through 5/8/2017, a period of twenty - six (26) calendar days. The bid opening date was May 8, 2017. Three (3) bids were received. The award was made to RBG Inc. based on low bid offer. The contract amount of \$135,602.00 includes the inspection fee and labor and parts estimated from the past contract period. \$135,602.00 is reasonable based on previous contracts for similar work. The Department believes it to be in the best interest of the State of New Hampshire to accept this bid to accomplish the needed work.

The Contract has been approved by the Attorney General as to form and execution, and the 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 Service's Office, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

The Department of Transportation respectfully requests Governor and Council approval of this contract.

Sincerely,

A handwritten signature in black ink, appearing to read "Victoria F. Sheehan". The signature is written in a cursive style with a large initial "V".

Victoria F. Sheehan
Commissioner

Attachments

STATE OF NEW HAMPSHIRE - DEPARTMENT OF TRANSPORTATION - BUREAU OF MECHANICAL SERVICES
BID RFB_DOT_2017 - 07 AERIAL LIFT INSPECTION, REPAIRS & SCHEDULED MAINTENANCE
BID DUE DATE 5/8/2017 TIME 11:00 AM

VENDOR		NORTH AMERICAN EQUIPFITTERS.				CUES				RBG INC.							
AERIAL LIFT		ALTEC AT200A		QUANTITY / UNITS	TOTAL	ALTEC AT200A		QUANTITY / UNITS	TOTAL	ALTEC AT200A		QUANTITY / UNITS	TOTAL				
INSPECTION / EA.		\$200.00	X	2	=	\$400.00	\$250.00	X	2	=	\$500.00	\$195.00	X	2	=	\$390.00	
INSPECTION / EA.		\$350.00	X	2	=	\$700.00	\$255.00	X	2	=	\$510.00	\$195.00	X	2	=	\$390.00	
2018 LABOR RATE / HR		\$80.00	X	14	=	\$1,120.00	\$90.00	X	14	=	\$1,260.00	\$89.00	X	14	=	\$1,246.00	
2019 LABOR RATE / HR		\$80.00	X	14	=	\$1,120.00	\$95.00	X	14	=	\$1,330.00	\$89.00	X	14	=	\$1,246.00	
ALTEC AT200A 2018 / 2019 TOTAL					\$3,340.00	ALTEC AT200A 2018 / 2019 TOTAL					\$3,600.00	ALTEC AT200A 2018 / 2019 TOTAL					\$3,272.00
AERIAL LIFT		TELSTA A37- P		QUANTITY / UNITS	TOTAL	TELSTA A37- P		QUANTITY / UNITS	TOTAL	TELSTA A37- P		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$200.00	X	2	=	\$400.00	\$250.00	X	2	=	\$500.00	\$195.00	X	2	=	\$390.00	
2019 INSPECTION / EA.		\$350.00	X	2	=	\$700.00	\$255.00	X	2	=	\$510.00	\$195.00	X	2	=	\$390.00	
2018 LABOR RATE / HR		\$80.00	X	14	=	\$1,120.00	\$90.00	X	14	=	\$1,260.00	\$89.00	X	14	=	\$1,246.00	
2019 LABOR RATE / HR		\$80.00	X	14	=	\$1,120.00	\$95.00	X	14	=	\$1,330.00	\$89.00	X	14	=	\$1,246.00	
TELSTA A37 - P 2018 / 2019 TOTAL					\$3,340.00	TELSTA A37 - P 2018 / 2019 TOTAL					\$3,600.00	TELSTA A37 - P 2018 / 2019 TOTAL					\$3,272.00
AERIAL LIFT		VERSALIFT SST-37-NE		QUANTITY / UNITS	TOTAL	VERSALIFT SST-37-NE		QUANTITY / UNITS	TOTAL	VERSALIFT SST-37-NE		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$200.00	X	4	=	\$800.00	\$370.00	X	4	=	\$1,480.00	\$195.00	X	4	=	\$780.00	
2019 INSPECTION / EA.		\$475.00	X	4	=	\$1,900.00	\$370.00	X	4	=	\$1,480.00	\$195.00	X	4	=	\$780.00	
2018 LABOR RATE / HR		\$80.00	X	14	=	\$1,120.00	\$90.00	X	14	=	\$1,260.00	\$89.00	X	14	=	\$1,246.00	
2019 LABOR RATE / HR		\$80.00	X	14	=	\$1,120.00	\$95.00	X	14	=	\$1,330.00	\$89.00	X	14	=	\$1,246.00	
VERSALIFT SST-37-NE 2018 / 2019 TOTAL					\$4,940.00	VERSALIFT SST-37-NE 2018 / 2019 TOTAL					\$5,550.00	VERSALIFT SST-37-NE 2018 / 2019 TOTAL					\$4,052.00
AERIAL LIFT		VERSALIFT TEL-29		QUANTITY / UNITS	TOTAL	VERSALIFT TEL-29		QUANTITY / UNITS	TOTAL	VERSALIFT TEL-29		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$200.00	X	2	=	\$400.00	\$250.00	X	2	=	\$500.00	\$195.00	X	2	=	\$390.00	
2019 INSPECTION / EA.		\$370.00	X	2	=	\$740.00	\$250.00	X	2	=	\$500.00	\$195.00	X	2	=	\$390.00	
2018 LABOR RATE / HR		\$80.00	X	14	=	\$1,120.00	\$90.00	X	14	=	\$1,260.00	\$89.00	X	14	=	\$1,246.00	
2019 LABOR RATE / HR		\$80.00	X	14	=	\$1,120.00	\$95.00	X	14	=	\$1,330.00	\$89.00	X	14	=	\$1,246.00	
VERSALIFT TEL-29-NE 2018 / 2019 TOTAL					\$3,380.00	VERSALIFT TEL-29-NE 2018 / 2019 TOTAL					\$3,590.00	VERSALIFT TEL-29-NE 2018 / 2019 TOTAL					\$3,272.00
AERIAL LIFT		VERSALIFT VAN 29-N		QUANTITY / UNITS	TOTAL	VERSALIFT VANTEL 29-N		QUANTITY / UNITS	TOTAL	VERSALIFT VANTEL 29-N		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$200.00	X	1	=	\$200.00	\$250.00	X	1	=	\$250.00	\$195.00	X	1	=	\$195.00	
2019 INSPECTION / EA.		\$370.00	X	1	=	\$370.00	\$250.00	X	1	=	\$250.00	\$195.00	X	1	=	\$195.00	
2018 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$90.00	X	7	=	\$630.00	\$89.00	X	7	=	\$623.00	
2019 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$95.00	X	7	=	\$665.00	\$89.00	X	7	=	\$623.00	
VERSALIFT VAN-29-N 2018 / 2019 TOTAL					\$1,690.00	VERSALIFT VAN-29-N 2018 / 2019 TOTAL					\$1,795.00	VERSALIFT VAN-29-N 2018 / 2019 TOTAL					\$1,636.00
AERIAL LIFT		VERSALIFT 29NE - 01		QUANTITY / UNITS	TOTAL	VERSALIFT 29NE - 01		QUANTITY / UNITS	TOTAL	VERSALIFT 29NE - 01		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$200.00	X	1	=	\$200.00	\$250.00	X	1	=	\$250.00	\$195.00	X	1	=	\$195.00	
2019 INSPECTION / EA.		\$370.00	X	1	=	\$370.00	\$250.00	X	1	=	\$250.00	\$195.00	X	1	=	\$195.00	
2018 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$90.00	X	7	=	\$630.00	\$89.00	X	7	=	\$623.00	
2019 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$95.00	X	7	=	\$665.00	\$89.00	X	7	=	\$623.00	
VERSALIFT 29NE - 01 2018 / 2019 TOTAL					\$1,690.00	VERSALIFT 29NE - 01 2018 / 2019 TOTAL					\$1,795.00	VERSALIFT 29NE - 01 2018 / 2019 TOTAL					\$1,636.00
AERIAL LIFT		VST - 50001-01		QUANTITY / UNITS	TOTAL	VST - 50001-01		QUANTITY / UNITS	TOTAL	VST - 50001-01		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$250.00	X	1	=	\$250.00	\$425.00	X	1	=	\$425.00	\$195.00	X	1	=	\$195.00	
2019 INSPECTION / EA.		\$500.00	X	1	=	\$500.00	\$425.00	X	1	=	\$425.00	\$195.00	X	1	=	\$195.00	
2018 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$90.00	X	7	=	\$630.00	\$89.00	X	7	=	\$623.00	
2019 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$95.00	X	7	=	\$665.00	\$89.00	X	7	=	\$623.00	
VST - 50001-01, 2018 / 2019 TOTAL					\$1,870.00	VST - 50001-01, 2018 / 2019 TOTAL					\$2,145.00	VST - 50001-01, 2018 / 2019 TOTAL					\$1,636.00
AERIAL LIFT		ELLIOTT H55R-MHA		QUANTITY / UNITS	TOTAL	ELLIOTT H55R-D		QUANTITY / UNITS	TOTAL	ELLIOTT H55R-D		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$250.00	X	2	=	\$500.00	\$375.00	X	2	=	\$750.00	\$195.00	X	2	=	\$390.00	
2019 INSPECTION / EA.		\$900.00	X	2	=	\$1,800.00	\$375.00	X	2	=	\$750.00	\$195.00	X	2	=	\$390.00	
2018 LABOR RATE / HR		\$90.00	X	14	=	\$1,260.00	\$90.00	X	14	=	\$1,260.00	\$89.00	X	14	=	\$1,246.00	
2019 LABOR RATE / HR		\$90.00	X	14	=	\$1,260.00	\$95.00	X	14	=	\$1,330.00	\$89.00	X	14	=	\$1,246.00	
ELLIOTT H55R - MHA 2018 / 2019 TOTAL					\$4,820.00	ELLIOTT H55R - MHA 2018 / 2019 TOTAL					\$4,090.00	ELLIOTT H55R - MHA 2018 / 2019 TOTAL					\$3,272.00
AERIAL LIFT		MTI U3		QUANTITY / UNITS	TOTAL	MTI U3		QUANTITY / UNITS	TOTAL	MTI U3		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$200.00	X	1	=	\$200.00	\$319.00	X	1	=	\$319.00	\$195.00	X	1	=	\$195.00	
2019 INSPECTION / EA.		\$450.00	X	1	=	\$450.00	\$319.00	X	1	=	\$319.00	\$195.00	X	1	=	\$195.00	
2018 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$90.00	X	7	=	\$630.00	\$89.00	X	7	=	\$623.00	
2019 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$95.00	X	7	=	\$665.00	\$89.00	X	7	=	\$623.00	
MTI U3 2018 / 2019 TOTAL					\$1,770.00	MTI U3 2018 / 2019 TOTAL					\$1,933.00	MTI U3 2018 / 2019 TOTAL					\$1,636.00
AERIAL LIFT		VERSALIFT SST - 37EIH - 01		QUANTITY / UNITS	TOTAL	VERSALIFT SST - 37EIH - 01		QUANTITY / UNITS	TOTAL	VERSALIFT SST - 37EIH - 01		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$200.00	X	1	=	\$200.00	\$370.00	X	1	=	\$370.00	\$195.00	X	1	=	\$195.00	
2019 INSPECTION / EA.		\$475.00	X	1	=	\$475.00	\$370.00	X	1	=	\$370.00	\$195.00	X	1	=	\$195.00	
2018 LABOR RATE / HR		\$80.00	X	14	=	\$1,120.00	\$90.00	X	14	=	\$1,260.00	\$89.00	X	14	=	\$1,246.00	
2019 LABOR RATE / HR		\$80.00	X	14	=	\$1,120.00	\$95.00	X	14	=	\$1,330.00	\$89.00	X	14	=	\$1,246.00	
VERSALIFT SST-37EIH-01 2018 / 2019 TOTAL					\$2,915.00	VERSALIFT SST-37EIH-01 2018 / 2019 TOTAL					\$3,330.00	VERSALIFT SST-37EIH-01 2018 / 2019 TOTAL					\$2,882.00
AERIAL LIFT		VERSALIFT VAN- 29		QUANTITY / UNITS	TOTAL	VERSALIFT VAN- 29		QUANTITY / UNITS	TOTAL	VERSALIFT VAN- 29		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$200.00	X	1	=	\$200.00	\$250.00	X	1	=	\$250.00	\$195.00	X	1	=	\$195.00	
2019 INSPECTION / EA.		\$370.00	X	1	=	\$370.00	\$250.00	X	1	=	\$250.00	\$195.00	X	1	=	\$195.00	
2018 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$90.00	X	7	=	\$630.00	\$89.00	X	7	=	\$623.00	
2019 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$95.00	X	7	=	\$665.00	\$89.00	X	7	=	\$623.00	
VERSALIFT VAN-29 2018 / 2019 TOTAL					\$1,690.00	VERSALIFT VAN-29 2018 / 2019 TOTAL					\$1,795.00	VERSALIFT VAN-29 2018 / 2019 TOTAL					\$1,636.00
AERIAL LIFT		UTEM UTLN-41		QUANTITY / UNITS	TOTAL	UTEM UTLN-41		QUANTITY / UNITS	TOTAL	UTEM UTLN-41		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$200.00	X	3	=	\$600.00	\$370.00	X	3	=	\$1,110.00	\$195.00	X	3	=	\$585.00	
2019 INSPECTION / EA.		\$370.00	X	3	=	\$1,110.00	\$370.00	X	3	=	\$1,110.00	\$195.00	X	3	=	\$585.00	
2018 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$90.00	X	7	=	\$630.00	\$89.00	X	7	=	\$623.00	
2019 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$95.00	X	7	=	\$665.00	\$89.00	X	7	=	\$623.00	
UTEM UTLN-41 2018 / 2019 TOTAL					\$2,830.00	UTEM UTLN-41 2018 / 2019 TOTAL					\$3,515.00	UTEM UTLN-41 2018 / 2019 TOTAL					\$2,416.00
AERIAL LIFT		VERSALIFT TEL 29NE-01		QUANTITY / UNITS	TOTAL	VERSALIFT TEL-29NE-03		QUANTITY / UNITS	TOTAL	VERSALIFT 29NE-01		QUANTITY / UNITS	TOTAL				
2018 INSPECTION / EA.		\$200.00	X	1	=	\$200.00	\$250.00	X	1	=	\$250.00	\$195.00	X	1	=	\$195.00	
INSPECTION / EA.		\$370.00	X	1	=	\$370.00	\$250.00	X	1	=	\$250.00	\$195.00	X	1	=	\$195.00	
LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$90.00	X	7	=	\$630.00	\$89.00	X	7	=	\$623.00	
2019 LABOR RATE / HR		\$80.00	X	7	=	\$560.00	\$95.00	X	7	=	\$665.00	\$89.00	X	7	=	\$623.00	
VERSALIFT TEL-29NE-03-41 2018 / 2019 TOTAL					\$1,690.00	VERSALIFT TEL-29NE-03-41 2018 / 2019 TOTAL					\$1,795.00	VERSALIFT TEL-29NE-03-41 2018 / 2019 TOTAL					\$1,636.00
BID TOTAL					\$35,965.00	BID TOTAL					\$38,533.00	BID TOTAL					\$32,254.00
ASUMED PARTS FOR COST FOR REPAIRS					\$60,000.00	ASUMED PARTS FOR COST FOR REPAIRS					\$60,000.00	ASUMED PARTS FOR COST FOR REPAIRS					\$60,000.00
UNANTICIPATED EMERGENCY REPAIRS					\$43,348.00	UNANTICIPATED EMERGENCY REPAIRS					\$43,348.00	UNANTICIPATED EMERGENCY REPAIRS					\$43,348.00
CONTRACT TOTAL					\$139,313.00	CONTRACT TOTAL					#####	CONTRACT TOTAL					\$135,602.00

bid totals were utilized to evaluate low bid offers

BID RFB-DOT-2017-7 AERIAL LIFT INSPECTION, REPAIRS & SCHEDULED MAINTENANCE
CONTRACT VALUE

COMPANY		RBG Inc.						
		FY2018			FY2019			
Aerial Lift Make & Model	Quantity	Inspection Ea.	Inspection x Qty.	Labor / Hr.	Inspection Ea.	Inspection x Qty.	Labor / Hr.	
ALTEC AT200A	2	\$195.00	\$390.00	\$89.00	\$195.00	\$390.00	\$89.00	
TELSTA A37 - P	2	\$195.00	\$390.00	\$89.00	\$195.00	\$390.00	\$89.00	
VERSALIFT SST - 37 - NE	4	\$195.00	\$780.00	\$89.00	\$195.00	\$780.00	\$89.00	
VERSALIFT - 29 - NE - 01	1	\$195.00	\$195.00	\$89.00	\$195.00	\$195.00	\$89.00	
VERSALIFT - VAN 29 - N	1	\$195.00	\$195.00	\$89.00	\$195.00	\$195.00	\$89.00	
VERSALIFT - VAN - 29 - NE - 01	1	\$195.00	\$195.00	\$89.00	\$195.00	\$195.00	\$89.00	
VERSALIFT - VANTEL - 29 - NE	1	\$195.00	\$195.00	\$89.00	\$195.00	\$195.00	\$89.00	
VERSALIFT - TEL - 29	2	\$195.00	\$390.00	\$89.00	\$195.00	\$390.00	\$89.00	
ELLIOTT - H55R - MHA	2	\$195.00	\$390.00	\$89.00	\$195.00	\$390.00	\$89.00	
MTI - U3	1	\$195.00	\$195.00	\$89.00	\$195.00	\$195.00	\$89.00	
VERSALIFT VST - 50001 - 01	1	\$195.00	\$195.00	\$89.00	\$195.00	\$195.00	\$89.00	
UTEM - UTLN-41	3	\$195.00	\$585.00	\$89.00	\$195.00	\$585.00	\$89.00	
VERSALIFT - SST37-EIH-01	1	\$195.00	\$195.00	\$89.00	\$195.00	\$195.00	\$89.00	
TOTAL UNITS	22		\$4,290.00			\$4,290.00		
Assumptions: Estimated parts cost to repair issues discovered during the inspection = \$30,000.00 total for 22 Aerial lifts. Estimated Labor (time) to repair issues discovered during the inspection = 266 Hrs x \$89.00 / hr = \$23,674.00 for the repair of for 22 Units								
Method of Payment: The Annual Safety Inspection service shall be paid per unit including all labor to perform the inspection. Parts discovered as needing to be replaced during the annual inspection shall be paid based upon invoice amount charged. Labor to perform the repairs shall be paid for by the hourly rate. Prior to any work being completed, the contractor shall provide a written estimate for the proposed work, to be reviewed and approved by department personnel prior to commencement. An amount of \$19,805.00 is included in each fiscal year and is intended to cover any unanticipated emergency repairs and required associated parts.								
Bid tabulation values		FY2018			FY2019			TOTAL
Inspection Fee for 22 Aerial Lifts		\$4,290.00			\$4,290.00			\$8,580.00
Labor Cost (\$89.00 X 133 Hrs = \$11,837.00 x 2)		<u>\$11,837.00</u>			<u>\$11,837.00</u>			<u>\$23,674.00</u>
Bid tabulation Totals		\$16,127.00			\$16,127.00			\$32,254.00
Contract Cost:								
Bid tabulation Totals		\$16,127.00			\$16,127.00			\$32,254.00
Assumed parts cost for repairs		\$30,000.00			\$30,000.00			\$60,000.00
Unanticipated Emergency Repairs		<u>\$21,674.00</u>			<u>\$21,674.00</u>			<u>\$43,348.00</u>
Contract Value per fiscal year		\$67,801.00			\$67,801.00			\$135,602.00
Total contract value (FY2018 + FY2019) equal to P-37								\$135,602.00

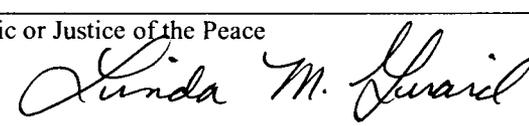
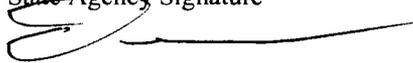
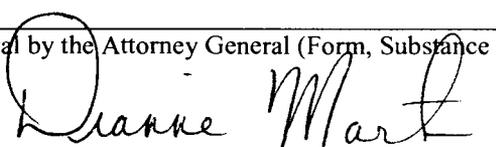
Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name NH DOT Bureau of Mechanical Services		1.2 State Agency Address 33 Smokey Bear Blvd Concord, NH 03301	
1.3 Contractor Name RBG Inc.		1.4 Contractor Address 317 Route 27 Raymond, NH 03077	
1.5 Contractor Phone Number 603-895-3803	1.6 Account Number 04-96-96-960515-3005-024-500225 Contract repairs,machine maintenance	1.7 Completion Date 6/30/2019	1.8 Price Limitation FY18 - \$67,801.00 FY19 - \$67,801.00 TOTAL - \$135,602.00
1.9 Contracting Officer for State Agency Michael P. Walsh II		1.10 State Agency Telephone Number 603-271-1667	
1.11 Contractor Signature 		1.12 Name and Title of Contractor Signatory Paul Hodgson Service Manager	
1.13 Acknowledgement: State of <u>NH</u> , County of <u>Rockingham</u> On <u>05/10/2017</u> , before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace [Seal] 		LINDA M. GIRARD, Notary Public My Commission Expires September 3, 2019	
1.13.2 Name and Title of Notary or Justice of the Peace LINDA M. GIRARD, Notary			
1.14 State Agency Signature  Date: <u>5/30/17</u>		1.15 Name and Title of State Agency Signatory David Rodrigue Director of Operations	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.17 Approval by the Attorney General (Form, Substance and Execution) (if applicable) By:  On: <u>6/20/17</u>			
1.18 Approval by the Governor and Executive Council (if applicable) By: _____ On: _____			

2. EMPLOYMENT OF CONTRACTOR/SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT A which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.
3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.18, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.14 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.
Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Contractor notice of such termination. The State shall not be required to transfer funds from any other account to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/PAYMENT.
5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT B which is incorporated herein by reference.
5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.
5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.
6.1 In connection with the performance of the Services, the Contractor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. This may include the requirement to utilize auxiliary aids and services to ensure that persons with communication disabilities, including vision, hearing and speech, can communicate with, receive information from, and convey information to the Contractor. In addition, the Contractor shall comply with all applicable copyright laws.
6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.
6.3 If this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all the provisions of Executive Order No. 11246 ("Equal Employment Opportunity"), as supplemented by the regulations of the United States Department of Labor (41 C.F.R. Part 60), and with any rules, regulations and guidelines as the State of New Hampshire or the United States issue to implement these regulations. The Contractor further agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.
7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.
7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this

Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

9.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

10. TERMINATION. In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written notice and consent of the State. None of the Services shall be subcontracted by the Contractor without the prior written notice and consent of the State.

13. INDEMNIFICATION. The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate; and

14.1.2 special cause of loss coverage form covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than thirty (30) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference. Each certificate(s) of insurance shall contain a clause requiring the insurer to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than thirty (30) days prior written notice of cancellation or modification of the policy.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("*Workers' Compensation*").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

17. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

18. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no

such approval is required under the circumstances pursuant to State law, rule or policy.

19. CONSTRUCTION OF AGREEMENT AND TERMS.

This Agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.

20. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

21. HEADINGS. The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

22. SPECIAL PROVISIONS. Additional provisions set forth in the attached EXHIBIT C are incorporated herein by reference.

23. SEVERABILITY. In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

24. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Agreement and understanding between the parties, and supersedes all prior Agreements and understandings relating hereto.

EXHIBIT A SCOPE OF SERVICES

PERFORMING SERVICES:

The Contractor will perform all services according to the requirements and specifications of this bid.

ANNUAL INSPECTION – COMPLIANCE STANDARDS

Annual inspections of the aerial lifts shall be in accordance with "OSHA" 1926 subpart CC & "ANSI" B30.22 & ANSI B30.5 or most recent revisions. All inspections shall take place at NH DOT Bureau of mechanical Services, 33 Smokey Bear Blvd. Concord, NH

CONTRACTOR QUALIFICATIONS:

Note: Contractor must have qualified people to verify compliance with the provisions of the aerial lift inspection, per ASME B 30.5-2004 or latest revision.

ANNUAL INSPECTION PROCESS

Contractor shall provide the following under the annual ANSI / OSHA inspection segment:

Both Years of contract - 2018 & 2019

- Perform Annual ANSI / OSHA safety inspection for issuance of certificate (sample attached)
- Perform Manufacturers recommended inspection for optimum utilization and safety (sample attached)
- Replacement of all hydraulic filters, quantity & type to be determined by the make/model specified in Exhibit B
- Grease / lubricate all fittings

Year 2 of contract – 2019, in addition to all 2018 requirements

- Replace hydraulic fluid in all units. (Only in year 2 of contract (FY 2019)). Replacement hydraulic fluid product per manufacturers recommendation for region

ANNUAL SAFETY INSPECTION BY APPOINTMENT

The annual safety inspection shall take place according to Exhibit A, scope of services. Inspection times and dates shall be coordinated on a mutually agreed appointment schedule with the utilizing agency. The inspections shall be scheduled to allow the utilizing agency employees to wait at the location while the inspection is performed and return the vehicle to their normal location the same day, during normal business hours.

Transportation of truck / Aerial lift to the **Bureau of mechanical Services** for inspection shall be the responsibility of the utilizing agency.

It is anticipated that the inspections shall occur over a two to six week period to avoid having multiple units being inspected. Contractor and utilizing agency may schedule as many inspections in a day as time and a thorough inspection process allows. Agency personnel shall report any known operational issues to the Contractor upon arrival for inspection

ANNUAL SAFETY INSPECTION – RELEASE OF UNIT

If the aerial lift should not pass the annual safety inspection, the Contractor shall document such to the utilizing agency employee waiting for the vehicle and have him sign a document (to be supplied by the Contractor) identifying the specific functions of the crane that are tagged out of service (because they did not meet the ANSI / OSHA inspection criteria) until repairs are made to the referenced unit. At that point the utilizing agency personnel shall take the vehicle and may utilize any part of the vehicle not flagged for failure by the inspection report (i.e. transportation vehicle). The utilizing agency employees shall be permitted to view the inspection process (while maintaining necessary safety precautions).

ANNUAL SAFETY INSPECTION – STATUS / COMMUNICATION / TIME

Once the annual ANSI / OSHA safety inspection is complete, the Bureau of Mechanical Services will be provided a "repair estimate" Inspection compliance repairs or factory recommended services and the associated cost for parts and labor to perform the aforementioned work. A copy of the ANSI / OSHA inspection report along with a copy of the repair estimate shall be emailed to mechanical services for review. The Contractor shall have up to **seven (7) business days** to submit the specified information from the date of inspection completion to the Bureau of Mechanical Services at the following Email: Bureau38@dot.state.nh.us, attention Tom Moore.

Contractor Initials: PH

Date: 5/10/17

REPAIR ESTIMATE COMPONENTS:

Supplied estimates shall have the following documentation, at a minimum:

- Customer name & address.
- Mechanical Services Contact person, telephone ,fax and email
- Date of inspection, make, model and serial of unit inspected and State vehicle number ("H" number)
- Each job repair on the estimate is broken out to include parts and labor for each job and a priority code as stated below. Service Code:

- Damaged - Required to pass ANSI inspection - Imminent Safety - "X"
- Normal wear - Factory Recommended service "W"
- Good condition - "G"
- Requires repair - "O"
- Not Applicable - "N/A"

REPAIR AUTHORIZATION:

Under this solicitation and resulting contract, all repair authorizations (Parts, labor or both) shall come from the Bureau of Mechanical Services. Utilizing agencies do not have the authority to approve work, add work, purchase parts or augment any repair estimate. Any work done or parts purchased without the written consent of the Bureau of Mechanical Services is prohibited and shall not be paid for.

REPAIR ESTIMATE APPROVAL PROCESS, LOCATION

- Upon review and approval of the submitted repair estimate by NH DOT Mechanical Services, the Contractor shall order the necessary parts and materials. Once the parts arrive, the Contractor shall contact the utilizing agency to schedule the repair work to include whether the aerial lift will be left for repair or it is the utilizing agency intension to wait while the repair is being completed.
- In the event that unforeseen additional work is found during repairs and service work, the Contractor shall contact the Bureau of Mechanical Services prior to any additional spending and supply an estimate for the cost for the additional work. Upon review and approval of the submitted repair estimate, by NH DOT Mechanical Services, the Contractor shall order the necessary parts and materials to do the approved repairs.

REPAIR TIME:

- General - The successful Contractor shall be required to accomplish the intended service within the quoted time communicated on the submitted repair report. The number of hours or days the unit would be out of service at the Contractors' location for safety inspection compliance repairs or Factory recommended service would be communicated on the "repair estimate and communicated verbally to the utilizing agency when scheduling the repair.
- All repair and scheduled maintenance work shall be performed at **the Contractors' place of business.**
- SCHEDULING - Once the Contractor notifies the utilizing agency that the parts are received , the utilizing agency and the Contractor shall schedule a time for repair at mutual agreement to both parties

REPAIR PROCESS

- Upon completion of the inspection, required repairs and scheduled maintenance, the Contractor shall notify the utilizing agency and the Bureau of Mechanical Services.
- The Contractor shall provide an itemized invoice comprised of all parts / supplies stated in the "repair estimate" plus actual cost, (cost billed to the state) to complete authorized repairs. There may be times when the 'actual labor cost is less than the estimated labor cost.
- Transportation of truck / Aerial lift to the Contractor's location for repair shall be the responsibility of the utilizing agency.

Contractor Initials: PH

Date: 5/10/17

REPAIR – POST INSPECTION

After completion of all authorized work and before the utilizing agency employee leaves the Contractor's location with the unit, a post repair inspection of all items authorized for repair or replacement under the repair estimate shall be inspected and / or tested by the technician who did the work and observed utilizing agency employee responsible for the vehicle. A printed list of repaired items shall be given to the utilizing agency employee prior to the post repair inspection. Once complete and the inspection is successful, all records shall be finalized and prepared for billing.

CORRECTING FAILURES -FOUND DURING POST REPAIR INSPECTION

Items repaired / replaced specified on the repair estimate that fail the post repair inspection shall be documented by the Contractor & the utilizing agency employee. The utilizing agency employee shall leave the unit for up to an **additional two (2) business day's period**. The Contractor has up to the same two (2) business days to correct all failures, re inspect the unit and turn it over to the utilizing agency.

WARRANTY REQUIREMENTS:

Successful Contractor shall be required to warranty all of the parts or components repaired or installed for a period of not less than the manufacturer's standard period of time, from the date the items are received, inspected and accepted by the State of New Hampshire. The warranty shall cover 100% of all parts, shipping, labor, travel, lodging and expenses.

WORK HOURS

Contractor will observe official State holidays. All hours the contractor is required to work on a State holiday will be considered as Sunday or holiday work hours. The following State holidays will be observed:

NEW YEARS DAY	PRESIDENTS DAY
MARTIN LUTHER KING'S DAY	VETERAN'S DAY
MEMORIAL DAY	THANKSGIVING DAY
INDEPENDENCE DAY	DAY AFTER THANKSGIVING
LABOR DAY	CHRISTMAS DAY

Contractor Initials: PH

Date: 5/10/17

EXHIBIT B
AERIAL LIFT INSPECTION –REPAIRS-SCHEDULED SERVICE & COMPENSATION

REPAIR PARTS – PRICING & MARK UP

- Parts or materials required and utilized in the "annual inspection" segment of the contract shall be included in the safety inspection flat rate charge offered by the Contractor for this service as identified in exhibit B.
- Parts and materials required and identified in the "repair estimate" to provide needed repairs, safety inspection compliance repairs or Factory recommended service shall be charged to the Agency Remit Account at the same invoice price charged by the Contractor's supplier plus an adder not to exceed **25%**. A copy of the Contractor's invoice(s) from the Contractor's supplier for purchased parts and materials shall be submitted with the contractor's invoice for payment.
- Parts and materials that are undefined or unanticipated and **not** stated in the "repair estimate" to provide needed repairs, safety inspection compliance repairs or Factory recommended service shall be charged to the Agency Remit Account at the same invoice price charged by the Contractor's supplier plus an adder not to exceed **25%** plus a written explanation as to the need for the added parts and /or materials. A copy of the Contractor's invoice(s) from their parts supplier for such parts and materials shall be submitted with the Contractor's invoice for payment.
- Freight cost for **expedited freight** (previously quoted and approved by NH DOT – Mechanical Services) shall be billed at the same price the shipping Contractor charged the Contractor with no additional markup cost
- The state reserves the right to request verification of any transaction prior to payment

INVOICING:

Invoicing shall be done to the Agency Remit Account on the basis of each order completed. Invoices shall clearly indicate the license plate number of the vehicle ("H" number), part quantity, description, part number, date of service, labor, Contract labor rate and Total due. Invoices shall include copies of "part" support documentation as specified above

INVOICING – STATUS / COMMUNICATION / TIME

Once all work is complete and the aerial lift is accepted back to the State, A copy of the final invoice shall be emailed to Mechanical Services for review. The Contractor shall have up to **five (5) business days** to submit the specified information from the date of final work completion to the Bureau of Mechanical Services at the following Email: Bureau.38@dot.nh.gov attention Jared Cloutier

ROAD SERVICE – RATES AND CHARGES

In the case of equipment failure or breakdown, Contractor shall indicate road service rates:

\$ \$0.00 / Mile
\$ 105.00 / Hour

- These rates are fixed for the term of the contract **but not considered in the bid evaluation.**
- In the case where the equipment failure or breakdown is found to be from labor or parts provided by the Contractor and is under Contractor's warranty, no road service charges shall be charged.

NOTE: The state reserves the right to add or remove aerial lifts to be inspected or repaired from the list indicated in Exhibit B, due to the possibility of units being added or removed from service during the contract period

Contractor Initials: PH
Date: 5/10/17

EXHIBIT B - OFFER SECTION:

INVENTORY, INSPECTION COSTS AND HOURLY RATES:

Make	Year	Model	# of Units	Truck #	Serial Number	Garage Location and Contact
TELSTA	2002	A-37P	1	H 1505	2760021	District 2 -Rumney Crew -Tony Albert Tel 252-6298
TELSTA	2002	A-37P	1	H 1506	2760022	District 5 -Derry Crew -John Robinson Tel 235-8390
TOTAL UNITS - 2						
Annual Safety Inspection (Flat Rate Charge)						
\$195.00	x		2		=	\$390.00
J18 inspection cost / ea.			total units			FY2018 Total
\$195.00	x		2		=	\$390.00
FY2019 inspection cost / ea.			total units			FY2019 Total
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)						
\$89.00	x		14 Hrs		=	\$1,246.00
FY2018 Labor cost / Hr.						FY2018 Total
\$89.00	x		14Hrs.		=	\$1,246.00
FY2019 Labor cost / Hr.						FY2019 Total
2 Year cost including labor & Inspection Subsection total						\$3,272.00
Make	Year	Model	# of Units	TRUCK H #	Serial Number	Garage Location and Contact
Altec	2007	AT-200A	1	H-331	0407BU13298	Traffic - Sign Shop - Jamie Cotnoir Tel # 419 - 0384
Altec	2003	AT-200A	1	H-354	047BV13298	Traffic-Sign-D-1 Crew Russell Bell Tel # 419-0357
TOTAL UNITS - 2						
Annual Safety Inspection (Flat Rate Charge)						
\$195.00	x		2		=	\$390.00
FY2018 inspection cost / ea.			total units			FY2018 Total
\$195.00	x		2		=	\$390.00
FY2019 inspection cost / ea.			total units			FY2019 Total
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)						
\$89.00	x		14 Hrs		=	\$1,246.00
FY2018 Labor cost / Hr.						FY2018 Total
\$89.00	x		14Hrs.		=	\$1,246.00
FY2019 Labor cost / Hr.						FY2019 Total
2 Year cost including labor & Inspection Subsection total						\$3,272.00
Elliott	2012	H55R-MHA	1	H-820	AY - 5244	Turnpikes / Traffic - Robert Hyslop Tel # 419-4912
Elliott	2012	H55R-MHA	1	H-1633	MX-5243	Traffic - Kevin O'connor Tel # 419-9306
TOTAL UNITS - 2						
Annual Safety Inspection (Flat Rate Charge)						
\$195.00	x		2		=	\$390.00
FY2018 inspection cost / ea.			total units			FY2018 Total
\$195.00	x		2		=	\$390.00
FY2019 inspection cost / ea.			total units			FY2019 Total
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)						
\$89.00	x		14 Hrs		=	\$1,246.00
FY2018 Labor cost / Hr.						FY2018 Total
\$89.00	x		14Hrs.		=	\$1,246.00
FY2019 Labor cost / Hr.						FY2019 Total
2 Year cost including labor & Inspection Subsection total						\$3,272.00
Make	Year	Model	# of Units	TRUCK H #	Serial Number	Garage Location and Contact
Versalift	2012	SST37EIH-01	1	H - 341	DR120028	Traffic - Signal Shop - Robert lowe tel # 419-0189
TOTAL UNITS - 1						
Annual Safety Inspection (Flat Rate Charge)						
\$195.00	x		1		=	\$195.00
FY2018 inspection cost / ea.			total units			FY2018 Total
\$195.00	x		1		=	\$195.00
FY2019 inspection cost / ea.			total units			FY2019 Total
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)						
\$89.00	x		14 Hrs		=	\$1,246.00
FY2018 Labor cost / Hr.						FY2018 Total
\$89.00	x		14Hrs.		=	\$1,246.00
FY2019 Labor cost / Hr.						FY2019 Total
2 Year cost including labor & Inspection Subsection total						\$2,882.00

Contractor Initials: PH
 Date: 5/10/17

Make	Year	Model	# of Units	TRUCK H #	Serial Number	Garage Location and Contact
Versalift	2003	SST - 37NE	1	H - 319	DU020028	Traffic - Signal Shop - Robert McCullen tel # 419-0610
Versalift	2006	SST - 37NE	1	H - 387	DU060001	Traffic - Signal Shop - Ethan Conrad Tel # 419-0397
Versalift	2002	SST - 37NE	1	H - 1503	DU020026	District 6 - Newfields Crew - Ray Ellis Tel # 419-9950
Versalift	2003	SST - 37NE	1	H - 1504	DU020029	District 4 -Marlow Crew -Sampson Bodner Tel 933-0684

TOTAL UNITS -4

Annual Safety Inspection (Flat Rate Charge)

\$195.00	x	4	=	\$780.00
<u>FY2018 inspection cost / ea.</u>		<u>total units</u>		<u>FY2018 Total</u>
\$195.00	x	4	=	\$780.00
<u>FY2019 inspection cost / ea.</u>		<u>total units</u>		<u>FY2019 Total</u>
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)				
\$89.00	x	14 Hrs	=	\$1,246.00
<u>FY2018 Labor cost / Hr.</u>				<u>FY2018 Total</u>
\$89.00	x	14Hrs.	=	\$1,246.00
<u>FY2019 Labor cost / Hr.</u>				<u>FY2019 Total</u>
2 Year cost including labor & Inspection Subsection total				\$4,052.00

Make	Year	Model	# of Units	TRUCK H #	Serial Number	Garage Location and Contact
Versalift	2003	TEL - 29	1	H - 308	AI020182	Traffic-Sign- D-3 Crew Paul Schofield Tel # 419-0384
Versalift	2003	TEL - 29	1	H - 314	AI020183	Traffic-Sign-D-4 Crew Timothy Cone Tel # 419-0385

TOTAL UNITS -2

Annual Safety Inspection (Flat Rate Charge)

\$195.00	x	2	=	\$390.00
<u>FY2018 inspection cost / ea.</u>		<u>total units</u>		<u>FY2018 Total</u>
\$195.00	x	2	=	\$390.00
<u>FY2019 inspection cost / ea.</u>		<u>total units</u>		<u>FY2019 Total</u>
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)				
\$89.00	x	14 Hrs	=	\$1,246.00
<u>FY2018 Labor cost / Hr.</u>				<u>FY2018 Total</u>
\$89.00	x	14Hrs.	=	\$1,246.00
<u>FY2019 Labor cost / Hr.</u>				<u>FY2019 Total</u>
2 Year cost including labor & Inspection Subsection total				\$3,272.00

Make	Year	Model	# of Units	TRUCK H #	Serial Number	Garage Location and Contact
Versalift	2003	TEL - 29NE-03	1	H - 1368	AI080091	Traffic-Sign-Concord Crew Doug Hinton Tel # 419-0359

TOTAL UNITS -1

Annual Safety Inspection (Flat Rate Charge)

\$195.00	x	1	=	\$195.00
<u>FY2018 inspection cost / ea.</u>		<u>total units</u>		<u>FY2018 Total</u>
\$195.00	x	1	=	\$195.00
<u>FY2019 inspection cost / ea.</u>		<u>total units</u>		<u>FY2019 Total</u>
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)				
\$89.00	x	7 Hrs	=	\$623.00
<u>FY2018 Labor cost / Hr.</u>				<u>FY2018 Total</u>
\$89.00	x	7Hrs.	=	\$623.00
<u>FY2019 Labor cost / Hr.</u>				<u>FY2019 Total</u>
2 Year cost including labor & Inspection Subsection total				\$1,636.00

Make	Year	Model	# of Units	TRUCK H #	Serial Number	Garage Location and Contact
MTI	2001	U3	1	H - 1489	2137010	Turnpikes / Traffic - Neal Heon Tel # 396-1275

TOTAL UNITS -1

Annual Safety Inspection (Flat Rate Charge)

\$195.00	x	1	=	\$195.00
<u>FY2018 inspection cost / ea.</u>		<u>total units</u>		<u>FY2018 Total</u>
\$195.00	x	1	=	\$195.00
<u>FY2019 inspection cost / ea.</u>		<u>total units</u>		<u>FY2019 Total</u>
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)				
\$89.00	x	7 Hrs	=	\$623.00
<u>FY2018 Labor cost / Hr.</u>				<u>FY2018 Total</u>
\$89.00	x	7Hrs.	=	\$623.00
<u>FY2019 Labor cost / Hr.</u>				<u>FY2019 Total</u>
2 Year cost including labor & Inspection Subsection total				\$1,636.00

Contractor Initials: PH
Date: 5/10/17

INVENTORY, INSPECTION COSTS AND HOURLY RATES:

Make	Year	Model	# of Units	TRUCK H #	Serial Number	Garage Location and Contact
Versalift	2002	VAN - 29	1	H - 1540	BW020001	Bridge Design Crew Nathan Lewis Tel # 419-0284
TOTAL UNITS -1						
Annual Safety Inspection (Flat Rate Charge)						
\$195.00		x	1		=	\$195.00
FY2018 inspection cost / ea.			total units			FY2018 Total
\$195.00		x	1		=	\$195.00
FY2019 inspection cost / ea.			total units			FY2019 Total
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)						
\$89.00		x	7 Hrs		=	\$623.00
FY2018 Labor cost / Hr.						FY2018 Total
\$89.00		x	7Hrs.		=	\$623.00
FY2019 Labor cost / Hr.						FY2019 Total
2 Year cost including labor & Inspection Subsection total						\$1,636.00

Make	Year	Model	# of Units	TRUCK H #	Serial Number	Garage Location and Contact
Versalift	2003	VAN - 29N	1	H - 1664	VT030005	Bridge design Crew Ken Thoroughgood Tel # 419-9567
TOTAL UNITS -1						
Annual Safety Inspection (Flat Rate Charge)						
\$195.00		x	1		=	\$195.00
FY2018 inspection cost / ea.			total units			FY2018 Total
\$195.00		x	1		=	\$195.00
FY2019 inspection cost / ea.			total units			FY2019 Total
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)						
\$89.00		x	7 Hrs		=	\$623.00
FY2018 Labor cost / Hr.						FY2018 Total
\$89.00		x	7Hrs.		=	\$623.00
FY2019 Labor cost / Hr.						FY2019 Total
2 Year cost including labor & Inspection Subsection total						\$1,636.00

Make	Year	Model	# of Units	TRUCK H #	Serial Number	Garage Location and Contact
Versalift	2007	VST - 50001-01	1	H - 1628	GG070017	Bridge Maint. - Portsmouth Gene Popien Tel # 396-4644
TOTAL UNITS -1						
Annual Safety Inspection (Flat Rate Charge)						
\$195.00		x	1		=	\$195.00
FY2018 inspection cost / ea.			total units			FY2018 Total
\$195.00		x	1		=	\$195.00
FY2019 inspection cost / ea.			total units			FY2019 Total
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)						
\$89.00		x	7 Hrs		=	\$623.00
FY2018 Labor cost / Hr.						FY2018 Total
\$89.00		x	7Hrs.		=	\$623.00
FY2019 Labor cost / Hr.						FY2019 Total
2 Year cost including labor & Inspection Subsection total						\$1,636.00

Make	Year	Model	# of Units	TRUCK H #	Serial Number	Garage Location and Contact
Utem	2016	UTLN-41	1	H - 349	UTLN32794	Traffic-Signal-Concord Crew Dave Nysten Tel # 419-0395
Utem	2016	UTLN-41	1	H - 386	UTLN32793	Traffic - Sign Shop - Ethan Conrad Tel # 419 - 0610
Utem	2016	UTLN-41	1	H - 1501	UTLN32795	Highway District 1- Jay Moyer Tel # 616-1294

TOTAL UNITS -3						
Annual Safety Inspection (Flat Rate Charge)						
\$195.00		x	3		=	\$585.00
FY2018 inspection cost / ea.			total units			FY2018 Total
\$195.00		x	3		=	\$585.00
FY2019 inspection cost / ea.			total units			FY2019 Total
Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)						
\$89.00		x	7 Hrs		=	\$623.00
FY2018 Labor cost / Hr.						FY2018 Total
\$89.00		x	7Hrs.		=	\$623.00
FY2019 Labor cost / Hr.						FY2019 Total
2 Year cost including labor & Inspection Subsection total						\$2,416.00

Contractor Initials: PH
 Date: 5/10/17

Make	Year	Model	# of Units	TRUCK H #	Serial Number	Garage Location and Contact
Versaliff	2008	29NE-01	1	H - 1670	BW080007	Bridge Design Todd Courser Tel # 419-9549
TOTAL UNITS -1						
<u>Annual Safety Inspection (Flat Rate Charge)</u>						
\$195.00	x		1		=	\$195.00
FY2018 inspection cost / ea.			total units			FY2018 Total
\$195.00	x		1		=	\$195.00
.019 inspection cost / ea.			total units			FY2019 Total
<u>Labor Per Hour For Repairs And Scheduled (* hours are estimated for bid basis only, actual hours will be invoiced)</u>						
\$89.00	x		7 Hrs		=	\$623.00
FY2018 Labor cost / Hr.						FY2018 Total
\$89.00	x		7Hrs.		=	\$623.00
FY2019 Labor cost / Hr.						FY2019 Total
2 Year cost including labor & Inspection Subsection total						\$1,636.00
2 Year (2018 & 2019) total cost of all Subsections						\$32,254.00
Contractor Initials:						<u>PH</u>
Date:						<u>5/10/17</u>

EXHIBIT C

ARIAL LIFT INSPECTION -REPAIRS-SCHEDULED SERVICE

SPECIAL PROVISIONS

There are no special provisions for this contract

Contractor Initials: PH

Date: 5/10/17

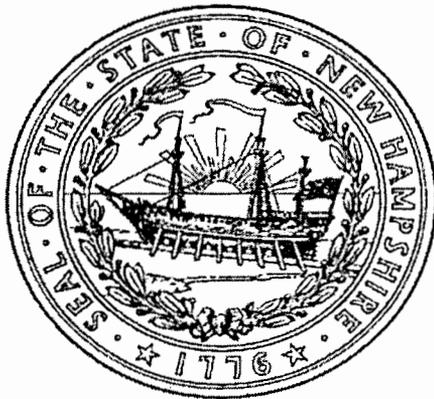
State of New Hampshire

Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that RBG INC. is a New Hampshire Profit Corporation registered to transact business in New Hampshire on July 06, 1998. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 296529



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 14th day of March A.D. 2017.

A handwritten signature in black ink, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

CERTIFICATE OF VOTE

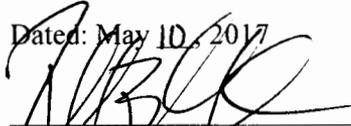
I, Richard B. Girard, certify that I am the duly elected President of RBG, Inc., of Raymond, New Hampshire (the "Corporation").

I further certify that the following is a true and correct acknowledgment of actions taken by unanimous written consent of the Board of Directors of the Corporation on May 10, 2017:

RESOLVED: That the Corporation enter into an Agreement by and between the Corporation and the State of New Hampshire, substantially in the form provided to the Board for review and approval (the "DOT Agreement"), pursuant to which the Corporation shall provide the repair services for the New Hampshire Department of Transportation Bureau of Mechanical Services as set forth in the DOT Agreement.

RESOLVED: That Richard B. Girard, as President of the Corporation, and/or Paul Hodgdon, are hereby authorized, empowered, and directed, in the name and on behalf of the Corporation, to negotiate, execute and deliver on behalf of the Corporation, the DOT Agreement and such other agreements, instruments, and documents as he may determine to be necessary or desirable to consummate the transactions contemplated by the DOT Agreement (the "Ancillary Documents"), in such form and with such changes thereto as may be approved by such officer, his execution and delivery of the DOT Agreement and the Ancillary Documents to evidence his approval thereof and authority hereunder and the approval thereof of the Corporation;

I further certify that said actions have not been amended or repealed and remain in force and are effective as of May 10, 2017.

Dated: May 10, 2017

Richard B. Girard

Attest:

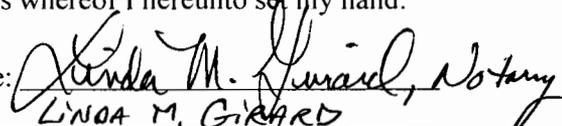
Sean M. Her

NOTARY: State of New Hampshire
County of Rockingham

May 10, 2017

On this 10th day of May, 2017, before me, the undersigned officer personally appeared Richard B. Girard, who acknowledged himself to be the President of RBG, Inc., a New Hampshire corporation, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the Corporation by himself, as President.

In witness whereof I hereunto set my hand.

Signature: 
Name: LINDA M. GIRARD

**UNANIMOUS CONSENT OF THE DIRECTORS
OF
RBG INC.**

May 10, 2017

The undersigned, being all the directors of RBG Inc., a New Hampshire corporation (the "Corporation"), in lieu of a special meeting of the Board of Directors of the Corporation (the "Board"), agree and consent to the adoption of the following resolutions and direct the Secretary of the Corporation to file this consent with the minutes of the meetings of the Board of Directors:

DOT Contract

RESOLVED: That the Corporation enter into an Agreement by and between the Corporation and the State of New Hampshire, substantially in the form provided to the Board for review and approval (the "DOT Agreement"), pursuant to which the Corporation shall provide the repair services for the New Hampshire Department of Transportation Bureau of Mechanical Services as set forth in the DOT Agreement.

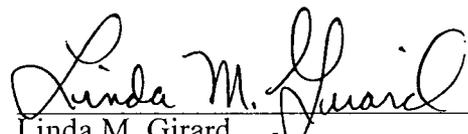
RESOLVED: That Richard B. Girard, as President of the Corporation, and/or Paul Hodgdon, are hereby authorized, empowered, and directed, in the name and on behalf of the Corporation, to negotiate, execute and deliver on behalf of the Corporation, the DOT Agreement and such other agreements, instruments, and documents as he may determine to be necessary or desirable to consummate the transactions contemplated by the DOT Agreement (the "Ancillary Documents"), in such form and with such changes thereto as may be approved by such officer, his execution and delivery of the DOT Agreement and the Ancillary Documents to evidence his approval thereof and authority hereunder and the approval thereof of the Corporation;

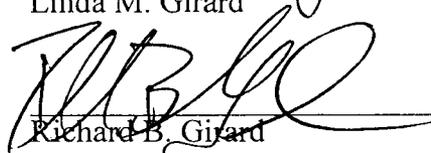
General

RESOLVED: That the President, Treasurer, and other proper officers of the Corporation are, and each of them acting singly is, authorized, empowered, and directed, by and on behalf of the Corporation and in its name and stead, to take all such actions and to approve, execute, and deliver all such agreements, instruments, and other documents as they may determine to be necessary or desirable to effect the purposes of these resolutions, such officer's execution thereof to evidence such officer's approval and the approval of the Board; and that all such acts and things heretofore done by such officers, and any one or more of them acting alone, in connection with and in furtherance of the purposes and intent of the foregoing resolutions be, and they hereby are, ratified, confirmed and approved as the act and deed of the Corporation.

[Remainder of Page Left Blank – Signature Page Follows]

No further action is taken by this Consent. This Consent may be signed in one or more counterparts, each of which shall constitute an original, but all of which shall constitute one and the same instrument. A copy or facsimile copy of a signature shall be deemed to be an original signature. The undersigned further direct that this Consent shall take effect immediately as of the date first above written and shall be filed in the minute book of the Corporation with the minutes of the meetings of the Board.


Linda M. Girard


Richard B. Girard

being all the directors of the Corporation.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/11/2017

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: Heather Lindh PHONE (A/C, No, Ext): (603) 224-2562 E-MAIL ADDRESS: hlindh@rowleyagency.com FAX (A/C, No): (603) 224-8012													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: First Mercury Insurance Company</td> <td>10657</td> </tr> <tr> <td>INSURER B: Union Insurance Company</td> <td>25844</td> </tr> <tr> <td>INSURER C: Hudson Excess Insurance Company</td> <td>14484</td> </tr> <tr> <td>INSURER D: Acadia Insurance Company</td> <td>31325</td> </tr> <tr> <td>INSURER E: Hanover Insurance Company</td> <td>22292</td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: First Mercury Insurance Company	10657	INSURER B: Union Insurance Company	25844	INSURER C: Hudson Excess Insurance Company	14484	INSURER D: Acadia Insurance Company	31325	INSURER E: Hanover Insurance Company	22292	INSURER F:
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INSURER F:														
INSURED RBG Inc. 317 Route 27 Raymond NH 03077														

COVERAGES CERTIFICATE NUMBER: 17-18 INCL EXCESS 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:			MA-CGL-0000059240-02	11/9/2016	11/9/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ 2,000,000 \$
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			CAA5133864-13	2/9/2017	2/9/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			HXS1027001	5/5/2017	11/9/2017	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
D	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 checked="" type="checkbox"/> N/A			WCA5133869-13 3A STATES: NH EXCLUDED OFFICERS: RICHARD AND LINDA GIRARD	2/9/2017	2/9/2018	<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
B	GARAGEKEEPERS LIABILITY			CAA5133864-13	2/9/2017	2/9/2018	LIMIT OF INSURANCE: \$ 600,000
E	LEASED/RENTED EQUIPMENT			IHV944918703	2/9/2015	2/9/2018	LIMIT OF INSURANCE: \$ 25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Covering operations of the Named Insured during the policy period.

CERTIFICATE HOLDER**CANCELLATION**

State of New Hampshire
 Dept. of Transportation
 Bureau of Mechanical Services
 33 Smokey Bear Blvd.
 Concord, NH 03301-0456

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

Heather Lindh/HL

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