



# State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES  
25 Capitol Street - Room 100  
Concord, New Hampshire 03301  
[Office@das.nh.gov](mailto:Office@das.nh.gov)

112  
m.c

Charles M. Arlinghaus  
Commissioner  
(603) 271-3201

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

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

Division of Public Works  
Design and Construction  
Project No. 81176- Contract B

December 20, 2021

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 SMRT, Inc. (VC#153153) 75 Washington Ave, Suite 3A, Portland, Maine for a total price not to exceed \$3,049,443 for the New Hampshire's Secure Psychiatric Forensic Hospital, Concord, New Hampshire. This contract is effective upon Governor and Council approval through the completion of construction administration services, estimated to be December 1, 2023, unless extended in accordance with the contract terms. **100% Operating - General Funds.**
- 2). Further authorize that a contingency in the amount of \$150,000 be approved for unanticipated expenses related to design or Construction Administration services for New Hampshire's Secure Psychiatric Forensic Hospital, Concord, NH, bringing the total to \$3,199,443. **100% - General Funds.**

Funding is available in account titled New Hampshire Hospital as follows: **05-94-940010-30730000** Forensic Hospital.

103-500736 Contract Repairs; Building Grounds	\$ 3,049,443
103-500736 – Contingency	\$ <u>150,000</u>
<b>Grand Total</b>	<b>\$ 3,199,443</b>

#### EXPLANATION

This contract is for full architectural and engineering services for the design, bidding and construction administration phases of the new Secure Psychiatric Forensic Hospital. The new facility will be co-located on the site of the existing New Hampshire Hospital (NHH), at the Gov. Hugh J. Gallen State Office Park in Concord. The new facility will be designed to hold 24 beds with the capacity to support 60 beds in a future design. This first phase will be approximately 45,000 square feet. It will be located in very close proximity to NHH so that the two buildings may take advantage of shared services and support spaces, such as the Laundry and Kitchen. A traffic study of the entire campus will be undertaken to understand how to best accommodate the additional parking requirements for the new facility, given that the new building will take up some amount of existing parking.

The new hospital is for the treatment of psychiatric patients who are required to be held in custody during their treatment while waiting for court appearances or while serving sentences required by the courts. In New Hampshire, there is no facility appropriate for treating acute mental illness for forensic patients including those whom are civilly committed for treatment. Currently these patients are cared for at the Secure Psychiatric Unit (SPU) within the NH State Prison for Men. The State's 10 Year Mental Health Plan recommends improvements to mental health treatment for those involved in the criminal justice system and ensuring that those with mental illness are provided with compassionate treatment in the least restrictive environment possible.

On July 8, 2021, the Division of Public Works Design & Construction solicited Registered Architects and Engineers, by public announcement in the State, for interest in providing professional services for the design and construction administration of the Secure Psychiatric Forensic Hospital.

Fifteen (15) consultant firms submitted letters of interest and qualifications and were considered for this assignment. These consultant firms were evaluated based on their submitted qualifications, including applicable experience of the firms and team members. Ultimately, a short list of four (4) firms was developed and these firms were requested to submit a technical proposal and attend an interview with the Consultant Selection Committee.

CannonDesign	S/L/A/M Collaborative Inc. (SLAM)
e4H Environments for Health Architectural	SMRT, INC.
EYP	Stone River Architects
FCA, Francis Cauffman A	STV
HOK	Warrenstreet Architects, Inc.
JSA Design	SBRC Architects Engineers
Lavallee Brensinger	
Market Square Architects, PLLC	

Interviews were held with the following four (4) Consultant firms on September 1, 2021.

Cannon Design	EYP
e4H Environments for Health Architectural	SMRT, Inc.

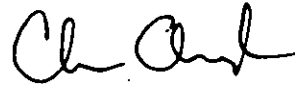
The four (4) firms were rated on the basis of: comprehension of the assignment; clarity of the proposal; capacity to perform in a timely manner; quality and similar experience of the project manager and the team; and overall suitability for the assignment. Based on their technical proposal and interview, the firm of SMRT, Inc. was chosen as the best qualified for the project. The Consultant Selection Committee included representatives from both the New Hampshire Hospital and the Division of Public Works Design and Construction. A copy of the firm's Statement of Qualifications is provided, herewith, for your information and convenience.

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

This agreement has been approved by the Attorney General as to form and execution; and the New Hampshire Hospital 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 committee scoring of the firms along with the contract supplemental information sheet.

Respectfully submitted,



Charles M. Arlinghaus,  
Commissioner

## CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: DPW Project No. 81176 Contract B  
Secure Psychiatric Forensic Hospital, Concord NH

DESCRIPTION: This contract is for full architectural and engineering services for the design, bidding and construction administration phases of the new Secure Psychiatric Forensic Hospital. The new facility will be co-located on the site of the existing New Hampshire Hospital (NHH), at the Gov. Hugh J. Gallen State Office Park in Concord. The new facility will be designed to hold 24 beds with the capacity to support 60 beds in a future design. This first phase will be approximately 45,000 square feet. It will be located in very close proximity to NHH so that the two buildings may take advantage of shared services and support spaces, such as the Laundry and Kitchen. A traffic study of the entire campus will be undertaken to understand how to best accommodate the additional parking requirements for the new facility, given that the new building will take up some amount of existing parking.

EXPLANATION: The new hospital is for the treatment of psychiatric patients who are required to be held in custody during their treatment while waiting for court appearances or while serving sentences required by the courts. In New Hampshire, there is no facility appropriate for treating acute mental illness for forensic patients including those whom are civilly committed for treatment. Currently these patients are cared for at the Secure Psychiatric Unit (SPU) within the NH State Prison for Men. The State's 10 Year Mental Health Plan recommends improvements to mental health treatment for those involved in the criminal justice system and ensuring that those with mental illness are provided with compassionate treatment in the least restrictive environment possible.

Interview/Selection date: 1-Sep-21

**COMMITTEE PROPOSAL RATING FOR  
Secure Psychiatric Forensic Hospital**

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
<b>Cannon Design</b>							<b>104.0</b>
Ted Kupper	5	2.5	4.5	5	2.5	19.5	
Michelle Juliano	4	3	4	4	5	20	
Keith Hemingway	5	5	3	4	3	20	
Heather Moquin	5	4	5	4	5	23	
Jason Teaster	5	4	4	4	4.5	21.5	
<b>e4H</b>							<b>83.5</b>
Ted Kupper	5	5	4.5	5	1	20.5	
Michelle Juliano	4	4	3	3	3	17	
Keith Hemingway	1	1	3	3	1	9	
Heather Moquin	5	3	3	3	3	17	
Jason Teaster	4	3	4	4.5	4.5	20	
<b>EYP</b>							<b>114.0</b>
Ted Kupper	5	5	4.5	5	1	20.5	
Michelle Juliano	5	5	5	5	4	24	
Keith Hemingway	5	5	5	5	4	24	
Heather Moquin	5	5	4	4	4	22	
Jason Teaster	5	5	5	4.5	4	23.5	
<b>SMRT</b>							<b>119.5</b>
Ted Kupper	5	4.5	4.5	5	5	24	
Michelle Juliano	5	5	5	5	5	25	
Keith Hemingway	5	5	5	4	5	24	
Heather Moquin	5	5	4	4	5	23	
Jason Teaster	5	4.5	5	4	5	23.5	

==== Highest Rating

## Explanation of Statewide Consultant Committee Selection

Members are selected using the approved guidelines for the Department of Public Works Design and Construction "Selection of Engineering, Architects, and Surveyor Services". Per these guidelines, the Committee should consist of the Department Administrator plus to other Project Managers.

The **Administrator** is a member of all the Selection Committees, serving to provide the larger perspective of the consultant capabilities that are desired, also bringing knowledge of the quantity of work and various types of anticipated projects the consultant may be called on to perform. He brings the perspective of achieving agency goals, using a balance of those consultants who have performed excellent work in the past, along with bringing in new consultant firms.

The **Assistant Administrator** manages the day-to-day oversight of the Consultant assignments, and is the second member of all the selection committees. Her job description specifically outlines her involvement in the management of consultants. She brings the expertise of the day-to-day working with consultants. Her past and present experience involves request interaction with consultants, including review of consultants' proposals and their engineering work.

The **Discipline Head** for the specific type of work the consultant is being hired for (i.e. Mechanical, Civil, Architectural, Electrical etc.), brings additional expertise concerning the capabilities of various consultants they have worked with. Their years of project management experience provide the more detailed perspective about the various consultants' strengths or weaknesses and how they would fit with the project need.

Administrator PM7	Theodore Kupper – 7 years state service 35 year private sector
Assistant Administrator PM5	Michelle Juliano – 33 years state service
Civil Engineer PM4	Roger Dionne – 35 years state service
Architectural PM4	Gary Brown – 9 years state service 34 years private sector
Mechanical Engineer PM3	David Goulet – 36 years state service

The **Administrator III**, Jason Teaster for New Hampshire Hospital and **Chief Executive Officer** Heather Moquin, provided the agency expertise and any input as to healthcare and code requirements, and budget details required for this project.



# 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 SMRT, INC. is a Maine Profit Corporation registered to transact business in New Hampshire on March 18, 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: 290083

Certificate Number: 0005476233



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 6th day of December A.D. 2021.

A handwritten signature in cursive script, appearing to read "Wm Gardner".

William M. Gardner  
Secretary of State





SMRTINC-01

VSANTOSUOSSO

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/11/2022

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).

<b>PRODUCER</b> Ames & Gough 859 Willard Street Suite 320 Quincy, MA 02169	<b>CONTACT NAME:</b> PHONE (A/C, No., Ext): (617) 328-6555	FAX (A/C, No.): (617) 328-6888
	<b>E-MAIL ADDRESS:</b> boston@amesgough.com	
<b>INSURED</b> SMRT, Inc. 75 Washington Ave, Suite 3A PO BOX 618 Portland, ME 04101	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> RLI Insurance Company A+, XII	<b>NAIC #</b> 13056
	<b>INSURER B:</b> Berkshire Hathaway Specialty Insurance Company	<b>NAIC #</b> 22276
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
<b>INSURER F:</b>		

### 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	SUBR	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 type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		PSB0004101	7/1/2021	7/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea. occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X		PSA0001819	7/1/2021	7/1/2022	COMBINED SINGLE LIMIT (Ea. accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			PSE0003158	7/1/2021	7/1/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	PSW0002671	7/1/2021	7/1/2022	<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	Professional Liab.			47EPP31750801	9/26/2021	9/26/2022	Per Claim Limit \$ 5,000,000
B				47EPP31750801	9/26/2021	9/26/2022	Aggregate Limit \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
All Coverages are in accordance with the policy terms and conditions.

Re: Secure Psychiatric Forensic Hospital DPW Project 81176 Contract B

State, its agencies, and its agents, and employees shall be listed as Additional Insured with respects to General and Auto liability where required by written contract. A 30-day notice of cancellation will be issued in accordance with policy terms and conditions. Professional Liability policy per claim deductible is \$70,000. Workers compensation policy includes coverage for employees working in the state of New Hampshire.

### CERTIFICATE HOLDER

### CANCELLATION

State of NH, Department of Administrative Services  
PO Box 483  
Concord, NH 03302

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Jared Maxwell*