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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

Division of Public Works
Design and Construction
Project No. 80887R – Contract B

January 2, 2017

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 Turnstone Corporation (VC# 169530) Milford, NH, for a total price not to exceed \$393,200, for the HVAC Upgrades at Materials and Research Building at 7 Hazen Drive, Health and Human Services Building at 29 Hazen Drive and Archives Building at 71 South Fruit St., Concord, NH. This contract is effective upon Governor and Council approval through September 29, 2017, unless extended in accordance with the contract terms. **6% General - Highway Funds, 12% General – Operating Funds, 82% General Capital Funds.**

2). Further authorize the amount of \$19,673 be approved for payment to the Department of Administrative Services, Division of Public Works Design and Construction (VC# 177875), for engineering services provided, bringing the total to \$412,873.00. **85% General –Capital Funds, 15% General – Operating Funds.**

Funding is available in account titled Department of Transportation as follows:

04-96-96-960515-30480000	OPS Division Highway	<u>SFY17</u>
	048-500226 – Maintenance Critical Repair	\$ 22,000

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

01-14-14-146030-24240000	Materials and Research HVAC Upgrades	<u>SFY17</u>
	034-500162 - Repair/Renovations Bldgs.	\$ 304,000

034-500162 - Interagency Fees - DPW	<u>14,673</u>
Sub-total	\$ 318,673
01-14-14-141510-29520000 DOT Buildings	
048-500226 - Contractual Maintenance	\$ 45,500
048-500226 - Interagency Fees - DPW	<u>3,000</u>
Sub-total	\$ 48,500

Funding is available in account titled Secretary of State as follows:

01-32-32-320030-79750000 Shelving Replacement	
034-500162 - Repair/Renovations Bldgs.	\$ 21,700
034-500162 - DPW Fees Interagency	<u>2,000</u>
Sub-total	\$ 23,700
Grand Total	\$ 412,873

EXPLANATION

Per Chapter 220:1, II, B, 6, Laws of 2015, for Materials and Research HVAC Upgrades. Per Chapter 195:1, XV, A, Laws of 2013, as extended by Chapter 220:23, 99, Laws of 2015 for Shelving Replacement and fire suppression. This project includes improvements to the mechanical systems at the Materials and Research building. The improvements include a new building management system, three new exhaust hoods in the chemical lab and some additional heating units.

At the Health and Human Services Building, 29 Hazen Drive, the project includes adding two air eliminators and dirt separators for the East and West Chillers. At the State Archives building, 71 South Fruit Street, the project will add three (3) electric unit heaters for the first floor at Stack A and Stack B.

The contractor has been pre-qualified by the Department of Transportation. The contract has been approved by the Attorney General as to form and execution; and the Department of Transportation, Department of Administrative Services and NH Secretary of State 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.

His Excellency, Governor Christopher T. Sununu
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January 2, 2017
Page 3 of 3

Attached please find a copy of the tabulation of bids for this project along with the contract supplemental information sheet.

Respectfully submitted,

A handwritten signature in cursive script, reading "Vicki V. Quiram".

Vicki V. Quiram
Commissioner

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: DPW Project No. 80887R, Contract B – HVAC Upgrades at the following buildings, Materials & Research at 5 Hazen Drive, Health and Human Services at 29 Hazen Drive, and Archives 71 South Fruit Street, Concord, N. H.

DESCRIPTION: HVAC Upgrades at Materials & Research, Health and Human Services and Archives.

Materials & Research: Remove and replace the existing Building Automation System (BAS) with a new BAS. Upgrade the Chemical Lab by adding three new hoods and moving equipment. Add some additional heat. Add a filter on the outside air for Make Up Air 2 (MAU2). Add structure on roof for access to the strobic fans.

H&HS: Add two air eliminators and dirt separators for the East and West Chiller.

Archives: Add three electric unit heaters for the first floor at Stack A and Stack B.

EXPLANATION: Materials & Research: The BAS system was antiquated and was not running efficiently and needed to be replaced. The Chemical Lab is replacing canopies with hoods and rearranging the lab for an improved efficiency on the strobic fans. There are areas in the lab that are cold and need more heat. Pollen enters MUA2 that requires a filter be added to remove the pollen. A structure is being added to the roof for safer maintenance on the two strobic fans that were raised in 2016 in a separate project.

H&HS: The East and the West Chillers need a way to remove air and dirt from the system. This was noticed in a report that was completed by Dubois and King.

Archives: Archives was renovated last year and a solid floor was installed which eliminated heat in the first floor. Even though the space has mostly inside walls we do not want the sprinkler system to freeze.

UNDER ESTIMATE

EXPLANATION: Six contractors pulled requested plans for the project.
The low bid was within 7.5 % of our estimate.

DEPARTMENT

ESTIMATE: \$423,000

LOW BID: \$393,200



Division of Public Works

ABC Bid Data

CONCORD
80887, Contract B
NON-FEDERAL

PROJECT: CONCORD
STATE PROJECT 80887, Contract B
FED. PROJECT NON-FEDERAL
DATE BIDS OPEN: December 14, 2016, 02:00 PM
SCOPE OF WORK: HVAC Upgrades at Materials & Research, H&HS and Archives
COMPLETION DATE: September 29, 2017
LOCATION: Merrimack

Summary of Bidders

Contractor	Bid Amount	Rank
TURNSTONE CORPORATION 479 NASHUA STREET, MILFORD NH 03055-3705	\$393,200.00	A
PROJECT RESOURCE GROUP LLC 237 PLEASANT POND ROAD, PO BOX 43, FRANCESTOWN NH 03043	\$472,028.00	B
STRUCTURETONE INC 711 ATLANTIC AVENUE, BOSTON MA 02111-2809	\$505,251.00	C

BUREAU OF PUBLIC WORKS

Award to Turnstone Corporation

Hold for Negotiation

Cancel Contract

User Agency NH DAS

Authorized by [Signature]

Date 12/13/16

\$ 393,200.00

1 pd

Item No.	Description	Unit	Quantity	PS&E		TURNSTONE CORPORATION		PROJECT RESOURCE GROUP	
				Unit Price	Total	479 NASHUA STREET MILFORD, NH 03055-3705	Unit Price	Total	LLC 237 PLEASANT POND ROAD FRANCESTOWN, NH 03043

901	HVAC UPGRADE FOR MATERIALS AND RESEARCH	U	1.000	\$335,000.00	\$335,000.00	\$301,000.00	\$301,000.00	\$351,989.00	\$351,989.00
902	ALLOWANCE NO 1 OWNERS CHANGES FOR UNKNOWN CONDITIONS FOR BID ITEM #1	\$	25,000.000	\$1.00	\$25,000.00	\$25,000.00	\$1.00	\$1.00	\$25,000.00
903	HVAC UPGRADES FOR HEALTH AND HUMAN SERVICES	U	1.000	\$35,000.00	\$35,000.00	\$42,500.00	\$42,500.00	\$72,861.00	\$72,861.00
904	ALLOWANCE NO 2 OWNERS CHANGES FOR UNKNOWN CONDITIONS FOR BID ITEM.#3	\$	3,000.000	\$1.00	\$3,000.00	\$3,000.00	\$1.00	\$1.00	\$3,000.00
905	HVAC UPGRADE FOR ARCHIVES	U	1.000	\$20,000.00	\$20,000.00	\$16,700.00	\$16,700.00	\$14,178.00	\$14,178.00
906	ALLOWANCE NO 3 OWNERS CHANGES FOR UNKNOWN CONDITIONS FOR BID ITEM #5	\$	5,000.000	\$1.00	\$5,000.00	\$5,000.00	\$1.00	\$1.00	\$5,000.00

Totals: **\$423,000.00** **\$393,200.00** **\$472,028.00**

Item No.	Description	Unit	Quantity	PS&E		STRUCTURETONE INC 711 ATLANTIC AVENUE BOSTON, MA 02111-2809
				Unit Price	Total	
						Unit Price Total
901	HVAC UPGRADE FOR MATERIALS AND RESEARCH	U	1.000	\$335,000.00	\$335,000.00	\$370,643.00
902	ALLOWANCE NO 1 OWNERS CHANGES FOR UNKNOWN CONDITIONS FOR BID ITEM #1	\$	25,000.000	\$1.00	\$25,000.00	\$25,000.00
903	HVAC UPGRADES FOR HEALTH AND HUMAN SERVICES	U	1.000	\$35,000.00	\$35,000.00	\$85,688.00
904	ALLOWANCE NO 2 OWNERS CHANGES FOR UNKNOWN CONDITIONS FOR BID ITEM #3	\$	3,000.000	\$1.00	\$3,000.00	\$3,000.00
905	HVAC UPGRADE FOR ARCHIVES	U	1.000	\$20,000.00	\$20,000.00	\$15,920.00
906	ALLOWANCE NO 3 OWNERS CHANGES FOR UNKNOWN CONDITIONS FOR BID ITEM #5	\$	5,000.000	\$1.00	\$5,000.00	\$5,000.00

Totals: \$423,000.00 \$505,251.00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/29/2016

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 CROSS INSURANCE - LACONIA 155 Court Street Laconia NH 03246		CONTACT NAME: Janice Bagley, CIC PHONE (A/C No. Ext): (603) 524-2425 FAX (A/C No.): (603) 524-3666 E-MAIL ADDRESS: jbagley@crossagency.com	
INSURED Turnstone Corporation 479 Nashua Street Milford NH 03055-0539		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Firemen's Ins. Co. of Washington	NAIC # 21784
		INSURER B: Acadia Ins Co.	NAIC # 31325
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL16121394709 **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 type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER			CPA0065107-26	12/31/2016	12/31/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			CAA0065120-27	12/31/2016	12/31/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CUA0065121-26	12/31/2016	12/31/2017	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WPA0095615-24	12/31/2016	12/31/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L EACH ACCIDENT \$ 100,000 E.L DISEASE - EA EMPLOYEE \$ 100,000 E.L DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Re: Project #80887-B
HVAC Upgrades at Materials & Research, HHS & Archives.
5 Hazen Drive, 29 Hazen Drive and 71 S. Fruit Street, Concord, NH.
State of New Hampshire, Department of Administrative Services is an additional insured for ongoing operations performed by or on behalf of Turnstone Corporation when required in a written contract.1

CERTIFICATE HOLDER **CANCELLATION**

State of New Hampshire Dept of Administrative Services John Morton Building 7 Hazen Drive 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 J Bagley, CIC/JB8 <i>Janice Bagley</i>
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/29/2016

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PRODUCER CROSS INSURANCE - LACONIA 155 Court Street Laconia NH 03246		CONTACT NAME: Janice Bagley, CIC PHONE (A/C, No, Ext): (603) 524-2425 E-MAIL ADDRESS: jbagley@crossagency.com FAX (A/C, No): (603) 524-3666	
INSURED State of NH-Dept of Administrative Services c/o Turnstone Corporation 479 Nashua Street Milford NH 03055-0539		INSURER(S) AFFORDING COVERAGE INSURER A: Acadia Ins Co. NAIC # 31325 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: CL16122895964 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR (INSD WVD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Owners & Contractors GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		OCP5286899-10	12/29/2016	6/29/2018	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 3,000,000 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 \$

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

Project #80887B
 HVAC Upgrades at Materials & Research, HHS & Archives
 5 Hazen Drive, 29 Hazen Drive & 71 S. Fruit Street, Concord, NH

CERTIFICATE HOLDER

State of New Hampshire
 Dept of Administrative Services
 John Morton Building
 7 Hazen Drive
 Concord, NH 03302

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

J Bagley, CIC/JB8

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EVIDENCE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)

12/29/2016

THIS EVIDENCE OF PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

AGENCY CROSS INSURANCE - LACONIA 155 Court Street Laconia NH 03246		PHONE (A.C. No. Ext): (603) 524-2425	COMPANY Acadia Ins Co. One Acadia Commons P.O. Box 9010 Westbrook ME 04098-5010	
FAX (A.C. No.): (603) 524-3666	E-MAIL ADDRESS:			
CODE: AGENCY CUSTOMER ID #: 00178165	SUB CODE:			
INSURED State of NH-Dept of Administrative Services c/o Turnstone Corporation 479 Nashua Street Milford NH 03055-0539		LOAN NUMBER	POLICY NUMBER CIM5285030	
		EFFECTIVE DATE 12/29/2016	EXPIRATION DATE 12/29/2017	CONTINUED UNTIL TERMINATED IF CHECKED <input type="checkbox"/>
THIS REPLACES PRIOR EVIDENCE DATED:				

PROPERTY INFORMATION

LOCATION/DESCRIPTION

5 Hazen Drive, 29 Hazen Drive & 71 S. Fruit Street, Concord, NH

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 EVIDENCE OF PROPERTY INSURANCE 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.

COVERAGE INFORMATION

COVERAGE / PERILS / FORMS	AMOUNT OF INSURANCE	DEDUCTIBLE
Builders Risks - Renovations, RC, Special Form	\$393,200	\$1,000
Earthquake		\$25,000
Flood		\$25,000

REMARKS (Including Special Conditions)

Project #80887B

HVAC Upgrades at Materials & Research, HHS & Archives

5 Hazen Drive, 29 Hazen Drive and 71 S. Fruit Street, Concord, NH

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.

ADDITIONAL INTEREST

State of New Hampshire Department of Administrative Services John Morton Building 7 Hazen Drive Concord, NH 03302	MORTGAGEE	ADDITIONAL INSURED
	LOSS PAYEE	
	LOAN #	
AUTHORIZED REPRESENTATIVE Janice Bagley, CIC/JB8 <i>Janice Bagley</i>		