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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

LINDA M. HODGDON
Commissioner
(603) 271-3201

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

Bureau of Public Works
Design and Construction
Project No. 80647 – Contract B

April 10, 2013

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

REQUESTED ACTION

1). Authorize the Bureau of Public Works Design and Construction to enter into a contract with DL King & Associates, Inc. (VC# 168979) Manchester, NH, for a total price not to exceed \$123,748, for the ADA Compliance Upgrades – YDC (Youth Development Center) Admin. Bldg., Manchester, N. H. This contract is effective upon Governor and Council approval through September 6, 2013, unless extended in accordance with the contract terms. **100% Capital - General Funds.**

2). Further authorize pursuant to Chapter 253:10, Laws of 2011, the amount of \$10,100 be approved for payment to the Department of Administrative Services, Bureau of Public Works Design and Construction (VC# 177875), for Capital Clerk oversight services provided, bringing the total to \$133,848. **100% Capital - General Funds.**

Funding is available in account titled Adjutant General as follows:

05-41-41-410030-09730000	Handicap ACC/ADA	<u>SFY13</u>
034-500162	– Repair/Renovations Bldgs.	\$ 123,748
05-41-41-410030-09730000	Inter-Agency Payments	
034-500162	– BPW Fees Interagency	<u>\$ 10,100</u>
Grand Total		\$ 133,848

EXPLANATION

Per Chapter 253:1, VII, M, Laws of 2011, for the Handicap Access/ADA. Provide and install new platform lift in stairwell from exterior grade to first floor elevation, including minor wall demolition, masonry work, and exterior communication devices. Construct a new, sloped walkway over existing concrete walkway to eliminate step up to entrance landing.

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 Health and Human Services - YDC 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, Bureau of Public Works Design and Construction.

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

Respectfully submitted,

 Linda M. Hodgdon
Commissioner

Department Estimate:	\$111,000
Contract Amount:	<u>\$123,748</u>
Over Estimate:	\$ 12,748

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: BPW Project No. 80647, Contract B – Youth Development Center (DC), ADA Compliance Upgrades YDC Administration Bldg., Manchester, NH

DESCRIPTION: Provide and install new platform lift in stairwell from exterior grade to first floor elevation, including minor wall demolition, masonry work, and exterior communication devices. Construct a new, sloped walkway over existing concrete walkway to eliminate step up to entrance landing.

EXPLANATION: The Administration Building is very difficult for a mobility-impaired person to enter. This project will eliminate architectural barriers and install helpful aids to assist physically challenged individuals traveling from the parking lot into the building and up to the first floor where the able-bodied general public now has access.

OVER/UNDER
ESTIMATE

EXPLANATION: The Bureau's Consultant carried a lower mark-up for overhead and profit than did the Contractor. Overhead and profit costs have been consistently low in the past, however, recent bids are indicating that these costs are rising.

DEPARTMENT

ESTIMATE: \$111,000

LOW BID: \$123,748



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/2/2013

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. 139 Loudon Road P.O. Box 511 Concord NH 03302-0511	CONTACT NAME: Renee Skillings PHONE (A/C, No, Ext): (603) 224-2562 E-MAIL ADDRESS: rskillings@rowleyagency.com	FAX (A/C, No): (603) 224-8012
	INSURER(S) AFFORDING COVERAGE	
INSURED D.L. King & Associates, Inc. 27 Tanglewood Drive Nashua NH 03062	INSURER A: Patriot Insurance	NAIC # 32069
	INSURER B: Star Insurance Company	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES **CERTIFICATE NUMBER:** 12-13 All lines **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 INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X	CPP6198700	9/3/2012	9/3/2013	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Prop Dmg Ded: \$5,000					PERSONAL & ADV INJURY \$ 1,000,000
	GENL AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PRODUCTS - COM/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY		BA6198700	9/3/2012	9/3/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
						\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR	CPP6198700	9/3/2012	9/3/2013	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$ 1,000,000
	DED <input checked="" type="checkbox"/>	RETENTION \$ 10,000				\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		WC0743843	9/3/2012	9/3/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	3A: NH			E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	Y	Officers Excluded: Donna & Arthur King Jr.			E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
		N/A				E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Leased/Rented Equipment		CPP6198700	9/3/2012	9/3/2013	LIMIT: \$ 30,000
						DEDUCTIBLE: \$ 500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Project #80647B; ADA compliance upgrades, YDC, Manchester, NH.
It is agreed and understood The State of NH Department of Administrative Services is included as additional insured with regard to general liability when required by written contract.

CERTIFICATE HOLDER (603) 271-6758 State of New Hampshire Department of Administrative Services 7 Hazen Drive PO Box 483 Concord, NH 03301	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 Renee Skillings/RLS <i>Renee R. Skillings</i>
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/2/2013

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. 139 Loudon Road P.O. Box 511 Concord NH 03302-0511	CONTACT NAME: Renee Skillings PHONE (A/C, No, Ext): (603) 224-2562 E-MAIL ADDRESS: rskillings@rowleyagency.com		FAX (A/C, No): (603) 224-8012
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED State of NH, Dept. of Administrative Services C/O D.L. King & Associates, Inc. 27 Tanglewood Drive Nashua NH 03062	INSURER A: Patriot Insurance		32069
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** OCP-YDC Proj #80647B **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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X		OCP04022013	4/2/2013	4/2/2014	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						MED EXP (Any one person) \$
	<input checked="" type="checkbox"/> Owners & Contractors						PERSONAL & ADV INJURY \$
							GENERAL AGGREGATE \$ 3,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Project #80647B; ADA compliance upgrades, YDC, Manchester, NH.

CERTIFICATE HOLDER (603) 271-6758 State of New Hampshire Department of Administrative Services 7 Hazen Drive PO Box 483 Concord, NH 03301	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 Renee Skillings/RLS <i>Renee L. Skillings</i>
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CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)

4/2/2013

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If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

PRODUCER THE ROWLEY AGENCY INC. 139 Loudon Road P.O. Box 511 Concord NH 03302-0511	CONTACT NAME: Renee Skillings PHONE (A/C No. Ext): (603) 224-2562 E-MAIL ADDRESS: rskillings@rowleyagency.com PRODUCER CUSTOMER ID: 00007629	FAX (A/C No.): (603) 224-8012
	INSURER(S) AFFORDING COVERAGE	
INSURED D.L. King & Associates, Inc. any and all subs ATIMA and State of NH, Dept. of Administrative Services 27 Tanglewood Drive Nashua NH 03062	INSURER A: Peerless Insurance Companies	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: BR-YDC Proj #80647B REVISION NUMBER:

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Loc#: 00001/Bldg#: 00001, YDC, 1056 North River Rd., Manchester, NH, 03104

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INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
	PROPERTY				BUILDING	\$
	CAUSES OF LOSS				PERSONAL PROPERTY	\$
	BASIC				BUSINESS INCOME	\$
	BROAD				EXTRA EXPENSE	\$
	SPECIAL				RENTAL VALUE	\$
	EARTHQUAKE				BLANKET BUILDING	\$
	WIND				BLANKET PERS PROP	\$
	FLOOD				BLANKET BLDG & PP	\$
						\$
						\$
A	X INLAND MARINE	TYPE OF POLICY			X SINGLE LOCATION	\$ 123,748
	CAUSES OF LOSS	Builder Risk			X TEMP LOCATION	\$ 61,874
	NAMED PERILS	POLICY NUMBER			X TRANSIT	\$ 61,874
	X SPECIAL FORM	BR04022013	4/2/2013	4/2/2014	X DEDUCTIBLE	\$ 1,000
	CRIME					\$
	TYPE OF POLICY					\$
						\$
	BOILER & MACHINERY / EQUIPMENT BREAKDOWN					\$
						\$
						\$
						\$

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Project #80647B; ADA compliance upgrades, YDC, Manchester, NH.

CERTIFICATE HOLDER

(603) 271-6758

State of New Hampshire
 Department of Administrative Services
 7 Hazen Drive
 PO Box 483
 Concord, NH 03301

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

Renee Skillings/RLS

Renee L. Skillings

STATE OF NEW HAMPSHIRE
 DEPARTMENT OF ADMINISTRATIVE SERVICES
 BIDS WERE OPENED ON THE 21ST DAY OF FEBRUARY, 2013 FOR ADA COMPLIANCE UPGRADES, YDC ADMINISTRATION BUILDING, 1056 NORTH RIVER
 RD., MANCHESTER, NH
 PROJECT NO. 80647 CONTRACT B

COMPLETION DATE: SEPTEMBER 6, 2013

ITEM NO.	ITEM	QUANTITIES	A.			B.			C.		
			UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	
1	PROVIDE & INSTALL NEW PLATFORM LIFT PER PLANS & SPECS	1 UNIT	\$98,248.00	\$98,248.00	\$103,900.00	\$103,900.00	\$130,415.00	\$130,415.00		\$130,415.00	
2	PERFORM SITE WORK PER PLANS & SPECS	1 UNIT	\$10,000.00	\$10,000.00	\$11,800.00	\$11,800.00	\$8,000.00	\$8,000.00		\$8,000.00	
3	PROVIDE & INSTALL WEDGES ON STAIRWELL NOSING AS WELL AS ADA COMPLIANT HANDRAILS	1 UNIT	\$2,500.00	\$2,500.00	\$2,750.00	\$2,750.00	\$2,900.00	\$2,900.00		\$2,900.00	
4	ALLOWANCE FOR LATENT OR UNFORESEEN EXISTING CONDITIONS	1 ALLOW-ANCE	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00		\$13,000.00	
BASE BID LUMP SUM FOR ITEMS 1 THROUGH 4				\$123,748.00		\$131,450.00		\$154,315.00		\$154,315.00	

ALTERNATE NO. 1 ADD: \$50,000.00 \$44,000.00 \$54,458.00

ALTERNATE NO. 2 ADD: \$18,000.00 \$30,600.00 \$22,386.00

- A. D. L. KING & ASSOCIATES, INC., 27 TANGLEWOOD DRIVE, NASHUA, NH 03062-1044
- B. EXCEL CONSTRUCTION MANAGEMENT, LLC, 60 DEERTREES LANE, NEWFIELDS, NH 03856
- C. PELLOWE CONSTRUCTION, LLC, 50 OLD WOLFEBORO ROAD, ALTON, NH 03809
- D. CARENO CONSTRUCTION CO., LLC, 270 WEST ROAD, PORTSMOUTH, NH 03801-7611
- E. SCHROEDER CONSTRUCTION MANAGEMENT, INC., 89 AMHERST STREET, NASHUA, NH 03064

BUREAU OF PUBLIC WORKS

Award to A-Bidder
 Hold for Negotiation \$123,748.00
 Cancel Contract
 User Agency DHS - YDC
 Authorized by [Signature]
 Date 3-22-13