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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. 80912R – Contract A

July 21, 2016

Her Excellency, Governor Margaret Wood Hassan
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 D. L. King & Associates Inc., (VC# 168979) Nashua, NH, for a total price not to exceed \$399,300, for the Lebanon Readiness Center Roof Replacement and Kitchen Renovations, Lebanon, NH. This contract is effective upon Governor and Council approval through December 16, 2016, unless extended in accordance with the contract terms. **50% Federal Funds, 50% General Funds.**

2). Further authorize the amount of \$16,000 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 \$415,300. **50% Federal Funds, 50% General Funds.**

Funding is available in account titled Adjutant General as follows:

02-12-12-120030-24160000	Statewide Readiness Center Restoration & Modernization	<u>SFY17</u>
034-500162	– Repair/Renovations Bldgs.	\$ 399,300
034-500162	– Interagency Fees	<u>16,000</u>
	Grand Total	\$ 415,300

EXPLANATION

Per Chapter 220:1, I, F, for Statewide Readiness Center Restoration and Modernization. This project will replace the existing roof with a 30 year warranty EPDM system including new tapered insulation and edge metal. Work also includes renovation of an existing kitchen.

The Federal Funds available for this contract are reimbursed to the State of New Hampshire - Adjutant General's Department by the National Guard Division pursuant to a Federal-State Master Cooperative Agreement for the mutual support of the State of New Hampshire and the New Hampshire National Guard.

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 Adjutant General's 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 Services, Division 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,



Vicki V. Quiram,
Commissioner

Department Estimate:	\$ 425,000
Contract Amount:	<u>\$ 399,300</u>
Under Estimate:	\$ 25,700

CONTRACT SUPPLEMENTAL INFORMATION SHEET

PROJECT: BPW Project No. 80912, Contract A – Lebanon RC Roof Replacement & Kitchen Renovations

DESCRIPTION: Work of the Project: Replace existing roof with 30 year warranty EPDM system including new tapered insulation and edge metal. Work also includes renovation of an existing kitchen.

EXPLANATION: The existing Readiness Center is in need of repairs and renovations. It was built in 1953 and the kitchen is no longer code compliant and needs an exhaust hood with a fire suppression system. It also needs new sinks and proper finishes to meet commercial kitchen requirements. The existing roof is 27 years old and only had a twelve year warranty.

UNDER
ESTIMATE

EXPLANATION: The cost of the roofing came in less than expected.

DEPARTMENT

ESTIMATE: \$425,000

LOW BID: \$399,300



ABC Bid Data

LEBANON
80912R Contract A
NON-FEDERAL

PROJECT: LEBANON
STATE PROJECT NUMBER: 80912R Contract A
FED. PROJECT NUMBER: NON-FEDERAL
DATE BIDS OPEN: June 29, 2016, 02:00 PM
SCOPE OF WORK: Lebanon RC Roof Replacement & Kitchen Renovations
COMPLETION DATE: December 16, 2016
LOCATION: Grafton

Summary of Bidders

Contractor	Bid Amount	Rank
D. L. KING & ASSOCIATES INC 27 TANGLEWOOD DRIVE, NASHUA NH 03062-1044 SMART ASSISTIVE TECHNOLOGIES SUITE 2, 16 WHITEHALL ROAD, ROCHESTER NH 03867 PROJECT RESOURCE GROUP LLC 237 PLEASANT POND ROAD, PO BOX 43, FRANCES TOWN NH 03043	\$399,300.00 \$405,628.06 \$468,322.00	A B C

Item 901: \$226,800
Item 902: \$137,500
Item 903: \$35,000
Total: \$399,300

BUREAU OF PUBLIC WORKS

Award to D. L. King & Assoc., Inc.
Hold for Negotiation
Cancel Contract
User Agency NH BANG
Authorized by [Signature]
Date 07-07-2016
lpd ✓

Item No.	Description	Unit	Quantity	D. L. KING & ASSOCIATES INC. 27 TANGLEWOOD DRIVE NASHUA, NH 03062-1044		SMART ASSISTIVE TECHNOLOGIES SUITE 2 ROCHESTER, NH 03867	
				Unit Price	Total	Unit Price	Total

Items

901	PERFORM ALL WORK ASSOCIATED WITH THE ROOF REPLACEMENT	U	1.000	\$226,800.00	\$226,800.00	\$236,675.00	\$236,675.00
902	PERFORM ALL WORK ASSOCIATED WITH KITCHEN RENOVATION	U	1.000	\$137,500.00	\$137,500.00	\$133,953.06	\$133,953.06
903	ALLOWANCE #1 FOR MODIFICATIONS/OWNER INITIATED CHANGES	\$	35,000.000	\$1.00	\$35,000.00	\$1.00	\$35,000.00

Totals:	\$399,300.00	\$405,628.06
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		PROJECT RESOURCE GROUP LLC 237 PLEASANT POND ROAD FRANCESTOWN, NH 03043			
Item No.	Description	Unit	Quantity	Unit Price	Total
Items					
901	PERFORM ALL WORK ASSOCIATED WITH THE ROOF REPLACEMENT	U	1.000	\$230,724.00	\$230,724.00
902	PERFORM ALL WORK ASSOCIATED WITH KITCHEN RENOVATION	U	1.000	\$202,598.00	\$202,598.00
903	ALLOWANCE #1 FOR MODIFICATIONS/OWNER INITIATED CHANGES	\$	35,000.000	\$1.00	\$35,000.00
Totals:					\$468,322.00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/14/2016

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 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 FAX (A/C, No): (603) 224-8012 E-MAIL ADDRESS: rskillings@rowleyagency.com	
INSURED D.L. King & Associates, Inc. 27 Tanglewood Drive Nashua NH 03062		INSURER(S) AFFORDING COVERAGE INSURER A: Arbella Protection Ins Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 41360	

COVERAGES

CERTIFICATE NUMBER: 15-16 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 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"/> PROJECT <input type="checkbox"/> LOC OTHER:			8500062916	9/3/2015	9/3/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" 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			1020032951	9/3/2015	9/3/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			4600062918	9/3/2015	9/3/2016	EACH OCCURRENCE \$ 6,000,000 AGGREGATE \$ 6,000,000
	<input checked="" type="checkbox"/> 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			9126050915 3A States: NH Excluded Officers: Donna & Arthur King, Jr.	9/3/2015	9/3/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	LEASED/RENTED EQUIPMENT			8500062916	9/3/2015	9/3/2016	LIMIT: 30,000 DEDUCTIBLE: 500

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

Project #80912R, Contract A; Lebanon RC Roof Replacement & Kitchen Renovation, 180 Heater Road, Lebanon, 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**CANCELLATION**

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

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 Skillings
Renee L. Skillings

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CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)

7/14/2016

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.

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. 45 Constitution Avenue P.O. Box 511 Concord NH 03302-0511	CONTACT NAME: Renee Skillings PHONE (A/C, No. Ext.): (603) 224-2562 FAX (A/C, No.): (603) 224-8012 E-MAIL ADDRESS: rskillings@rowleyagency.com PRODUCER CUSTOMER ID: 00007629
INSURED D.L. King & Associates, Inc., State of NH Dept of Admin Services & all subcontractors on the project 27 Tanglewood Drive Nashua NH 03062	INSURER(S) AFFORDING COVERAGE INSURER A: Liberty Mutual Ins Co (Peerless) INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 16-17 Bld Risk

REVISION NUMBER:

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Lebanon RC Roof Replacement & Kitchen Renovations, 180 Heater Road, Lebanon, NH.

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	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
	<input type="checkbox"/> PROPERTY				<input type="checkbox"/> BUILDING	\$
	<input type="checkbox"/> CAUSES OF LOSS	<input type="checkbox"/> DEDUCTIBLES			<input type="checkbox"/> PERSONAL PROPERTY	\$
	<input type="checkbox"/> BASIC	<input type="checkbox"/> BUILDING			<input type="checkbox"/> BUSINESS INCOME	\$
	<input type="checkbox"/> BROAD	<input type="checkbox"/> CONTENTS			<input type="checkbox"/> EXTRA EXPENSE	\$
	<input type="checkbox"/> SPECIAL				<input type="checkbox"/> RENTAL VALUE	\$
	<input type="checkbox"/> EARTHQUAKE				<input type="checkbox"/> BLANKET BUILDING	\$
	<input type="checkbox"/> WIND				<input type="checkbox"/> BLANKET PERS PROP	\$
	<input type="checkbox"/> FLOOD				<input type="checkbox"/> BLANKET BLDG & PP	\$
						\$
						\$
A	<input checked="" type="checkbox"/> INLAND MARINE	TYPE OF POLICY			<input checked="" type="checkbox"/> Jobsite	\$ 399,300
	<input type="checkbox"/> CAUSES OF LOSS	Builders Risk			<input checked="" type="checkbox"/> Transit	\$ 199,650
	<input type="checkbox"/> NAMED PERILS	POLICY NUMBER			<input checked="" type="checkbox"/> Temporary Storage	\$ 199,650
	<input type="checkbox"/> Special	IM8966563	7/14/2016	7/14/2017	<input checked="" type="checkbox"/> Soft Costs	\$ 50,000
	<input type="checkbox"/> CRIME					\$
	TYPE OF POLICY					\$
						\$
	<input type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN					\$
						\$
A	Builders Risk Continued	IM8966563	7/14/2016	7/14/2017	<input checked="" type="checkbox"/> Quake	\$ 399,300
					<input checked="" type="checkbox"/> Sewer Backup	\$ 250,000

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: Project #80912R, Contract A - Lebanon RC Roof Replacement and Kitchen Renovations.

CERTIFICATE HOLDER**CANCELLATION**

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

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

Laureen Hilton/LPH



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/14/2016

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PRODUCER THE ROWLEY AGENCY INC. 45 Constitution Avenue 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
INSURED State of New Hampshire Department of Administrative c/o D.L. King & Associates, Inc. 27 Tanglewood Drive Nashua NH 03062	INSURER(S) AFFORDING COVERAGE INSURER A: Great American INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: OCP Lebanon RC 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	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Owners & Contractors <input checked="" type="checkbox"/> OCP GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			R05796-071216-61492	7/14/2016	7/14/2017	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	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						
	UMBRELLA LIAB EXCESS LIAB DED 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						PER STATUTE OTH-ER 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)

RE: Lebanon RC Roof Replacement & Kitchen Renovations, 180 Heater Road, Lebanon, NH. Project #80912R, Contract A.

CERTIFICATE HOLDER

CANCELLATION

State of New Hampshire
Department of Administrative Services
7 Hazen Driver
Concord, NH 03301

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AUTHORIZED REPRESENTATIVE

Laureen Hilton/LPH

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