



# State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES  
25 Capitol Street - Room 120  
Concord, New Hampshire 03301  
Office@das.nh.gov

84 mlc

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. 81084 - Contract A

April 27, 2020

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 KOAL, PLLC (VC# 284559) Gilford, N. H., for a total price not to exceed \$625,490 for the State House Annex Renovations, Capital Street, Concord, New Hampshire. This contract is effective upon Governor and Council approval through December 31, 2020, unless extended in accordance with the contract terms. **100% Capital Funds.**
- 2). Further authorize that a contingency in the amount of \$30,000 be approved for unanticipated expense for the State House Annex Renovations, bringing the total to \$655,490. **100% Capital Funds**
- 3). Further authorize the amount of \$130,000 be approved for payment to the Department of Administrative Services, Division of Public Works Design and Construction (VC# 311152), for engineering services provided, bringing the total to \$785,490. **100% Capital Funds.**

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

	<b><u>SFY20</u></b>
01-14-14-140030-71810000 State House Annex Reno	
034- 500152 - Design/Study Consultant	\$ 625,490

034-500152 Contingency	\$ 30,000
034- 500152 – Interagency DPW Fees	<u>\$ 130,000</u>
<b>Grand Total</b>	<b><u>\$785,490</u></b>

### EXPLANATION

Per Chapter 146:1,11,B4 Laws of 2019 State Annex Renovations. The project includes the abatement of lead paint and asbestos throughout the State House Annex and completely renovate one floor of the building. The renovations will modernize the floor layout in order to maximize the use of space and improve working conditions. Lead paint and asbestos containing materials will be abated throughout the entire building. The project will also include an exterior ADA compliant ramp.

In October 2019, the Division of Public Works Design & Construction solicited Registered Architects and Engineers, by public announcement in the State, for interest in providing consultant services for the State House Annex Renovations.

Eleven (11) consultant firms submitted letters of interest and were considered for this assignment. These consultant firms were rated on the basis of comprehension of the assignment, clarity of the proposal, capacity to perform in a timely manner, quality and experience of the project manager and the team, and overall suitability for the assignment. Ultimately a short list of four (4) firms was developed.

Interviews were held with the following four (4) Consultant firms on December 9, 2019.

KOAL, PLLC Belmont, NH	Dennis, Mires, PA Manchester, NH
Oak Point Associates Portsmouth, NH	SMRT Architects & Engineers Portland, ME

Based on their technical proposal, presentation and experience on projects of a similar nature, the firm of KOAL, PLLC were chosen as best qualified for the project. The Consultant Selection Committee included representatives from the Department of Administrative Services General Services Division 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.

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
April 27, 2020  
Page 3 of 3

This agreement has been approved by the Attorney General as to form and execution; and the Department of Administrative Services General Services Division 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,

A handwritten signature in black ink, appearing to read "Charles M. Arlinghaus". The signature is fluid and cursive, with the first name "Charles" and last name "Arlinghaus" clearly distinguishable.

Charles M. Arlinghaus,  
Commissioner

Interview/Selection date: 12-Dec-19

**COMMITTEE PROPOSAL RATING FOR  
STATE HOUSE ANNEX RENOVATIONS**

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>KOAL</b>							<b>96.0</b>
Ted Kupper	5	5	5	5	5	25	
Michelle Juliano	5	5	5	5	5	25	
Keith Hemingway	5	5	5	4	4	23	
Karen Rantamaki	4	5	5	5	4	23	
<b>Dennis Mires</b>							<b>94.0</b>
Ted Kupper	5	5	5	5	4	24	
Michelle Juliano	5	5	4	5	4	23	
Keith Hemingway	5	5	5	5	5	25	
Karen Rantamaki	4	4	5	5	4	22	
<b>Oak Point Associates</b>							<b>85.0</b>
Ted Kupper	4	4	5	4	4	21	
Michelle Juliano	3	4	5	5	4	21	
Keith Hemingway	5	4	5	5	5	24	
Karen Rantamaki	4	2	4	5	4	19	
<b>SMRT</b>							<b>71.0</b>
Ted Kupper	4	4	5	4	4	21	
Michelle Juliano	4	4	5	4	4	21	
Keith Hemingway	2	3	5	5	2	17	
Karen Rantamaki	1	3	4	3	1	12	

<===== Highest Rating

# State of New Hampshire

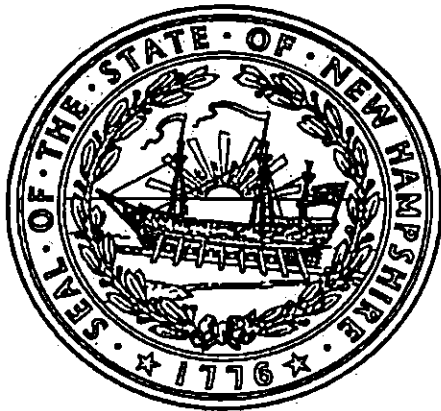
## Department of State

### CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that KOAL, PLLC is a New Hampshire Professional Limited Liability Company registered to transact business in New Hampshire on September 29, 2015. 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: 732606

Certificate Number: 0004926901



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 8th day of June A.D. 2020.

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

William M. Gardner  
Secretary of State



KOALPLL-01

RWATSON

# CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)  
 6/8/2020

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> Colby Insurance Group, Inc. 276 Newport Rd, Ste 211 New London, NH 03257	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (603) 526-2451      FAX (A/C, No): (603) 526-2903 E-MAIL ADDRESS: insure@colby-group.com														
<b>INSURED</b> Koal, PLLC Donald Blajda PO Box 24 Belmont, NH 03220	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A : Lloyd's of London</td> <td></td> </tr> <tr> <td>INSURER B : Eastern Alliance Insurance Group</td> <td>10724</td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Lloyd's of London		INSURER B : Eastern Alliance Insurance Group	10724	INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Lloyd's of London															
INSURER B : Eastern Alliance Insurance Group	10724														
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

## 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	ADDL INSD	SUBR YWR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		PS1025373612	12/15/2019	12/15/2020	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 - COMPOP AGG \$ 1,000,000
							CYBER LIABILITY \$ 1,000,000
							COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
PROPERTY DAMAGE (Per accident) \$							
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						\$
	UMBRELLA LIAB    OCCUR EXCESS LIAB    CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	0000589028	5/7/2020	5/7/2021	PER STATUTE    OTH-ER
							E.L. EACH ACCIDENT \$ 500,000
							E.L. DISEASE - EA EMPLOYEE \$ 500,000
A	Professional Liabil	X		PS1025373612	12/15/2019	12/15/2020	E.L. DISEASE - POLICY LIMIT \$ 500,000
							\$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Donald Blajda is excluded from Workers Compensation coverage.

State, its agencies, and its agents and employees are additional insured as required by written contract. If the company provides notice of cancellation to the insured they will endeavor to provide the same notice to additional insured's. The Professional Liability deductible does not exceed \$75,000 per claim. Construction and Operations Facility, Project #80986, Contract A.

## CERTIFICATE HOLDER

## CANCELLATION

NH Dept. of Administrative Services Division of Public Works Design and Construction 7 Hazen Drive, Room 250 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 <i>Rebecca Watson</i>
---	--

