



FEB 09 '16 PM 3:08 DAS

**State of New Hampshire**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
 OFFICE OF THE COMMISSIONER  
 25 Capitol Street – Room 120  
 Concord, New Hampshire 03301

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Division of Public Works  
 Design and Construction  
 Project No. 80895 – Contract A

February 8, 2016

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

**REQUESTED ACTION**

Authorize the Department of Administrative Services to enter into an agreement with SMRT Inc. (Vendor No. 153153) Portland, Maine, for a total price not to exceed \$1,084,000 for Professional Services for the Merrimack County Superior Courthouse, Concord, NH. The contract is effective upon Governor and Council approval through December 1, 2018. **100% Capital – Funds.**

Funding is available in account titled Administrative Services – Court Facilities as follows:

01-14-14-146530-49820000 Merrimack Cty Superior Courthouse	<u>SFY16</u>
034-500152 – Design/Study	<b>\$1,084,000</b>

**EXPLANATION**

Per Chapter 220:1, II, D, 1 Laws of 2015, this project will include architectural services to design a courthouse in Concord to replace the existing leased courthouse space in Concord. The existing courthouse is deficient in the following areas: ADA compliance, operational efficiency, prison transport and control, and the heating, ventilation and air conditioning system.

The Department of Administrative Services (DAS) is requesting approval to move forward with this agreement under the current capital budget, which contains a footnote that requires the new Merrimack County Courthouse be constructed on Hazen Drive near the existing Supreme Court building. However, on February 3, 2016 the House Committee of Public Works and Highways held a public hearing on HB1349 that, if passed, would change the location of the proposed court building to a downtown location. The hearing was continued until February 16, 2015. Accordingly, in order to allow time for the discussion on the best location for the new courthouse and also to avoid any additional delays that could increase the cost of the project, we are requesting approval of the SMRT Inc. agreement.

DAS does not plan to issue a Notice to Proceed to SRMT Inc. until March 1, 2016, or before if a decision on the location is made by the General Court.

In October 2015, 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 Construction of the Merrimack County Superior Courthouse.

Eight (8) 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 8 and 9, 2015.

Haarriman, Ricci, Greene  
Auburn, ME.

Lavallee-Bresinger  
Manchester, NH

PDT Architects  
Portland, ME.

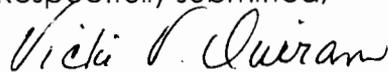
SMRT, Inc.  
Portland, ME

Based on their technical proposal, presentation and experience on projects of a similar nature, the firm of SMRT, Inc. was chosen as best qualified for the project. The Consultant Selection Committee included representatives from the Department of Administrative Services – Court Facilities 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-l:22, 21-l:22-c and 21-l:22-d, all applicable Federal laws and the Department's procedures for "Selection of Engineers, Architects and Surveyors" dated July 28, 2005.

The agreement has been approved by the Attorney General as to form and execution; and the Department of Administrative Services – Court Facilities has certified that the necessary funds are available. Copies of the fully executed agreement are on file at the Secretary of State's Office and the Department of Administrative Services – Division of Public Works Design and Construction.

Respectfully submitted,



Vicki V. Quiram  
Commissioner

Explanation of Consultant Selection Committee – Merrimack County Superior Courthouse  
2015

Members are selected using the approved guidelines for the Division of Public Works Design and Construction "Selection of Engineering, Architects, and Surveyor Services". Per these guidelines, the Committee should consist of the Bureau Administrator plus two 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. His background in the private sector provides insight into expertise, staffing and capacity of the 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 the consultants. She brings the expertise of the day-to-day working with consultants. Her past and present experience involves frequent interaction with consultants, including review of consultants' proposals and their engineering work.

The Project Manager, for the specific work the consultant is being hired for, brings additional expertise concerning the capabilities of various consultants. His years of project management experience and experience provide the more detailed perspective about the various consultants' strengths or weaknesses and how they would fit with the project needs.

The Dept. of Administrative Services – Bureau of Court Facilities, Administrator manages the Department of Administrative Services' - Division of Plant and Property Management which handles the operation, maintenance, and renovation of approximately 93 state-owned facilities. In addition, the division oversees 40 leased facilities. Stephen has worked for the state for over 8 years.

The Department of Administrative Services – Bureau of Court Facilities, Administrator III manages the Bureau of Court Facilities which oversees the daily operation, maintenance and renovation of 18-state-owned courthouse facilities. The bureau also handles 20 leased courthouse facilities. Sarah has worked for the state for almost 7 years.

The New Hampshire Judicial Branch Director of the Administrative Office of the Courts, oversees the Administrative Office of the Courts which provides core administrative support to all judges, staff, and courts in the judicial branch of the State. Members of his staff have participated in oversight of several courthouse construction projects. Previously, he worked as Clerk of Strafford Superior Court for fifteen years. He brings to the process thirty-five years of court experience and deep knowledge of the services and roles of trial courts.

Administrator PM6	Theodore Kupper, PE –	1 ½ years State, 35 private sector
Assist. Administrator PM5	Michelle Juliano, PE	27 years State service

Project Manager – PM3  
Administrator III  
Administrator P&P  
Director

Jeffrey Shute –	34 years State service
Sarah Lineberry –	6 years State service
Stephen Lorentzen -	8 years State service
Donald D. Goodnow -	35 years State Service

COMMITTEE PROPOSAL RATING FOR  
MERRIMACK COUNTY SUPERIOR COURT - NEW COURTHOUSE

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>HARRIMAN</b>							<b>107.5</b>
Ted Kupper	5	5	4	5	4	23	
Michelle Juliano	5	4.5	4	4	4.5	22	
Jeff Shute	4.5	4	4.5	4	3.5	20.5	
Stephen Lorenzen	5	1	3	3	3	15	
Sarah Lineberry	3	1	3	3	3	13	
Don Goodnow	2	3	3	4	2	14	
<b>LAVALLEE-BRENSINGER</b>							<b>140.5</b>
Ted Kupper	5	5	5	5	4	24	
Michelle Juliano	4.5	4.5	4	4.5	4.5	22	
Jeff Shute	4.5	4	4.5	4	4.5	21.5	
Stephen Lorenzen	5	5	5	4	4	23	
Sarah Lineberry	5	5	5	5	5	25	
Don Goodnow	5	5	5	5	5	25	
<b>PDT ARCHITECTS</b>							<b>124.0</b>
Ted Kupper	5	5	3	5	4	22	
Michelle Juliano	4	4	4	4.5	4.5	21	
Jeff Shute	4.5	4	4.5	4	4	21	
Stephen Lorenzen	5	3	5	3	4	20	
Sarah Lineberry	5	5	3	5	3	21	
Don Goodnow	3	3	4	5	4	19	
<b>SMRT</b>							<b>146.5</b>
Ted Kupper	5	5	5	5	5	25	
Michelle Juliano	5	4.5	5	4.5	5	24	
Jeff Shute	5	4	5	5	4.5	23.5	
Stephen Lorenzen	5	5	5	5	4	24	
Sarah Lineberry	5	5	5	5	5	25	
Don Goodnow	5	5	5	5	5	25	

<==== Highest Rating

- Scoring System:
- 1 Poor
  - 2 Not Very Good
  - 3 Good
  - 4 Very Good
  - 5 Excellent

