

SECTION 100 -- GENERAL

A. GENERAL

1. The State must comply with federal and state codes, laws, regulations, and permitting requirements.
2. The State shall make an attempt to comply with local regulations and requirements where possible and work closely with municipalities to meet their needs and requirements to the maximum extent practicable. Refer to NH RSA 674:54, Governmental Land Uses.
3. Thorough and complete code analysis is required on the Drawings or in the Specifications. Include in the analysis, New Hampshire specific amendments to the State Building and Fire Codes. Note that there is a New Hampshire specific amended allowable height and area chart “pdf” that replaces the chart in the State Building Code. Links to these items are provided in this chapter in the following article, “STATE CODES, REGULATIONS, PERMITS.”
4. Meet seismic restraint requirements for special construction, elevators, fire protection, plumbing, mechanical, electrical, communications systems, equipment, and other systems where applicable in accordance with the requirements of the New Hampshire State Building Code. The requirements are site specific and may require testing to determine soil type and seismic design requirements. The seismic design requirement is not limited to structural design; all disciplines must incorporate seismic design. The consultant needs to verify that they are following the State Building Code in regard to seismic design. It may be necessary for the main consultant to hire a specialized seismic consultant on larger or more complicated projects. This should not be left up to the contractor to specify or design.
5. Thoroughly evaluate existing conditions through site investigation and existing documentation for the fullest possible understanding and to determine design requirements.
6. Commissioning is required for some State funded buildings. Review requirements and coordinate with Contract Administrator. Refer to the “High Performance Design Standard” in the following article, “STATE CODES, REGULATIONS, PERMITS.”
7. Refer to “Interior Space Planning Standards” at the Bureau’s website, full title, “Interior Space Planning Standards; For Use With Systems (Panel Based) Office Furniture:”
<https://admin.state.nh.us/purchasing/publicworks/PWdocuments.asp>.
8. Provide an “Owner Furnished Items” list to the Contract Administrator and Using Agency separated into the following categories:
 - a. Owner Furnished and Installed Items.
 - b. Owner Furnished and Contractor Installed Items.
9. Specifications:
 - a. Make sure all specification sections are coordinated with the Bureau’s General Conditions, Document 000708.
 - b. Series 0 “Documents” And Division 1 “General Requirements” – Review with the Bureau’s Contract Administrator.
 - c. Substitution requirements are required in every Specification Section, in Part 2 Products (as the first item). Include the following language: “SUBSTITUTIONS – Materials shall be as specified herein, except, consideration shall be given to other products that meet or exceed

- those specified if requested five (5) business days prior to the date of bid opening in accordance with SECTION 01600 -- PRODUCT REQUIREMENTS. (Or, "SECTION 016000..." – coordinate with Contract Administrator.)
- d. A single manufacturer should only be listed when a sole source justification can be made, then indicate: " No Substitutions will be allowed."
 - e. The design can be based on a specific brand or make of material or apparatus. Strive to list a minimum of two additional manufacturers for products or equipment that are an acceptable substitute. It is the contractor's responsibility to submit information showing that the proposed product or equipment meets or exceeds the quality, performance, functions, features and contract requirements of the specified equipment. It is the responsibility of the Consultant to review the product or equipment for conformity with the specifications.
10. Drawings:
- a. The Bureau's project number must be in the lower right hand corner of the drawings.
 - b. Drawings require licensed architect and/or engineer's (as applicable) stamp and signature.
 - c. All drawings require submittal to the Bureau in electronic format, compatible with the most current version of AutoCAD.
11. For all courthouse projects refer to court design standards compiled by the Administrative Office of the Courts. Coordinate with the Contract Administrator to obtain the most current edition.
12. Projects with known hazardous materials are generally addressed by the building owner under a separate contract or through a separate contract administered by the Bureau. Review with the Contract Administrator at the beginning of services on a project-by-project basis.
13. FAA Notifications: Review scope, lead-time, etc, with Contract Administrator.
14. Review utility easement requirements (if any) with the Contract Administrator at the beginning of the project. Contract Administrator shall check whether utility easements are required to provide service to building(s), including for electrical and telephone infrastructure. This is a lengthy process requiring The Council on Resources and Development (CORD) review, Long Range Capital Planning & Utilization Committee approval and Governor and Executive Council (G&C) approval.
- B. STATE CODES, REGULATIONS, PERMITS**
1. Buildings and other Public Works' related structures should be designed in accordance with applicable state codes, regulations, and permits including but not limited to the following:
 - a. Alteration of Terrain (AOT) permit:
http://des.nh.gov/organization/divisions/water/aot/permit_aot.htm
 - b. Stormwater Pollution Prevention Plan (SWPPP)
<http://des.nh.gov/organization/divisions/water/stormwater/index.htm>
 - c. NH State Building Code and Amendments:
<http://www.nh.gov/safety/boardsandcommissions/bldgcode/index.html>
 - d. NH State Fire Code and Amendments:
<http://www.nh.gov/safety/divisions/firesafety/index.html>
 - e. NH Governor's Commission on Disability, Architectural Barrier Free-Design Committee:
<http://www.nh.gov/disability/about/abcommittee.htm>
 - f. NH Division of Historical Resources, State Historic Preservation Office – Project Review:
<http://www.nh.gov/nhdhr/review/>

- g. NH High Performance Design Standard (linked at):
<https://admin.state.nh.us/purchasing/publicworks/PWdocuments.asp>
 - 1) Building Requirements for State Funded Buildings, NH RSA 155-A:13:
<http://www.gencourt.state.nh.us/rsa/html/XII/155-A/155-A-13.htm>
- h. NH Clean Air in State Buildings, RSA 10-B, ENV-A 2200:
<http://des.nh.gov/organization/commissioner/legal/rules/documents/env-a2200.pdf>
- i. New Hampshire's Percent for Art Program, 19-A:9, 19-A:10:
<http://www.nh.gov/nharts/programservices/percentforart.htm>
- j. New Hampshire Outdoor Lighting Efficiency and Dark Sky Policy, RSA 9-E:
<http://nhrsa.org/law/chapter/9-e/>