

STATE OF NEW HAMPSHIRE  
Department of Administrative Services  
Division of Procurement and Support Services  
Bureau of Purchase and Property  
State House Annex  
Concord, New Hampshire 03301

**DATE: 8/11/16**

**NOTICE OF CONTRACT  
REVISION  
AMENDMENT 2**

**COMMODITY:** Fire Suppression System Testing and Inspection Services

**CONTRACT NO.:** 8001680

**NIGP CODE:** 936-3376

**CONTRACTOR:** Avon Street Sprinkler Systems, Inc. Vendor # 255207  
PO Box 1285  
Lewiston, ME 04243-1285

**Contact:** Tammy Casey or Crissy Dallaire  
**Phone:** 207-782-0104  
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**Email:** [tammy@sprinklersystemsinc.com](mailto:tammy@sprinklersystemsinc.com)

**CONTRACT PERIOD:** March 1, 2015 through February 28, 2018

**CONTRACT USAGE:** State Agencies as specifically identified in the contract, through the Department of Administrative Services authority as provided under RSA21:1, are required to use this contract to obtain fire suppression system testing and inspection services.

**LOCATIONS:** See attached excel sheet, "State Fire Suppression System Inventory"

**QUESTIONS:** Robert Lawson, Purchasing Agent  
**Phone:** 603-271-3147  
**Email:** [Robert.lawson@nh.gov](mailto:Robert.lawson@nh.gov)

## **PURPOSE/SCOPE OF WORK**

The purpose of this Contract is to provide all labor, tools, transportation, materials, equipment and permits as necessary to provide the required level of services as described herein. The scope of work shall include Fire Suppression System Testing and Inspection Services, at the locations and other agencies/locations as needed for the entire State of New Hampshire in the attached State Fire Suppression System Inventory.

Fire Suppression System Testing and Inspection Services shall be completed in a reasonable time frame as mutually agreed upon with agency and Contractor. The Contractor shall submit a proposed schedule to the state agency requesting services at each facility at least ten (10) days prior to each period.

1. The term "fire suppression system testing and inspection services" as used herein shall include providing all materials, equipment, labor and transportation necessary for the successful completion of the work under the terms and conditions contained herein for the fire suppression system equipment listed in State Fire Suppression System Inventory attached herein.

The fire suppression system testing and inspection services to be performed as described above shall consist of the following:

- a. Quarterly inspections and testing, as required by the applicable National Fire Protection Association ("NFPA") standards, manufacturer recommendations, and state/local codes.
  - b. Any defective part(s) shall be repaired and/or replaced at the State's expense as detailed herein. Requests to repair or replace defective system components shall be approved in advance by the Business Administrator, or his/her designated representative, prior to any actual work being performed by the Contractor.
  - c. Annual Fire Pump Testing, electric and diesel
  - d. Annual Backflow Device testing
  - e. 3-year Full trip tests, as required
  - f. 5-year Internal Obstruction inspections, as required
2. The Contractor shall provide the following fire suppression system services, on a quarterly basis (unless otherwise noted), as described herein:
    - a. Inspect and test the systems to determine whether it is in service and in satisfactory condition in accordance with NFPA 25 standards
    - b. Identify potentially detrimental site conditions that could compromise the performance of mechanical and/or electronic components of the system.
    - c. Inspect from floor level for adequate clearance and condition of the sprinkler heads to allow for proper distribution and activation in accordance with NFPA 25 5.2.
    - d. Inspect the sprinkler control valves for proper position, general condition, accessibility and appropriate signage.
    - e. Inspect and perform required water flow tests for each system from main drain and inspector's test valve, weather permitting. In case of inclement weather, technician shall reschedule for earliest possible date.
    - f. Perform visual backflow prevention assembly inspection on fire protection backflow assembly valves.
    - g. Drain the known auxiliary drains. The State is responsible for supplying the number of auxiliary drains as well as their location within the building.
    - h. Inspect the Fire Department connection couplings, caps, threads and clappers, check valves and drains.
    - i. Inspect and test the fire sprinkler system alarm components for satisfactory condition and operation.
    - j. Check the reserve supply of sprinkler heads.
    - k. Inspect the general condition of visible and accessible sprinkler system piping, hangers, drain valves, gauges and related equipment

- l. If applicable, inspect and test the operation of system air compressors for proper activation and cutoff.
  - m. If applicable, inspect the deluge or pre-action valves according to the manufacturer's specifications, including the interior checks of the valve body, clapper, clapper facings and latching mechanism.
  - n. If applicable, clean pilot lines and solenoid strainers thoroughly.
  - o. If applicable, disassemble the solenoid release, and inspect and clean the interior.
  - p. Test all low-pressure alarms, supervisory circuits and auxiliary functions for proper operation.
  - q. Inquire about changes in building status that may affect the performance or reliability of the fire sprinkler system, including any obstructions.
  - r. Inquire about changes or modifications made to the fire sprinkler system.
  - s. Inquire about the Customer's general storage and stock arrangements for combustibles in relation to fire sprinkler system protection.
  - t. Tag devices as required and perform all required record keeping.
  - u. Compile a complete report of the inspection, and submit to the Business Administrator or his/her designated representative within ten (10) working days, explaining any deficiencies and recommending correction to be taken in accordance with recognized codes for care and maintenance.
  - v. Familiarize the Customer with proper operation of the equipment.
  - w. See attached State Fire Suppression System Inventory for inventory.
3. The Contractor shall provide the following fire pump inspection and testing services, as described herein:
  - a. Inspect and test the pump systems annually to determine whether it is in service and satisfactory condition in accordance with Chapter 8 of NFPA 25 standards, to include:
    - i. Inspect the pump shaft end play.
    - ii. Inspect accuracy of pressure gauges and sensors.
    - iii. Inspect pump coupling alignment.
    - iv. If applicable, suction screens, in accordance with NFPA 25, 8.3.3.7.
    - v. If applicable, operate manual starting means (electrical).
    - vi. If applicable, inspect and operate emergency manual starting means (without power).
    - vii. Inspect the electrical components where applicable.
    - viii. If applicable, lubricate mechanical moving parts (excluding starters and relays).
    - ix. Inspect for corrosion on printed circuit boards, cracked cable/wire insulation, leaks in plumbing parts, and/or any signs of water on electrical parts.
    - x. Test pump operation, no flow condition, flow condition, and fire pump alarm signals.
    - xi. Fire pump flow curve and verify fire pump curve is in line with manufacturer specifications
  - b. Tag devices as required and perform all required record keeping.
  - c. Compile a complete report of the inspection, and submit to the Business Administrator or his/her designated representative within ten (10) working days, explaining any deficiencies and recommending correction to be taken in accordance with recognized codes for care and maintenance.
  - d. Familiarize the Customer with proper operation of the equipment.
  - e. See attached State Fire Suppression System Inventory for inventory.
4. The Contractor shall promptly report all deficiencies to the Business Administrator or his/her designated representative. Request to repair and/or replace parts shall be approved in advance by the Business Administrator or his/her designated representative prior to any actual work being performed by the Contractor. Materials shall be invoiced not to exceed 10% above Contractor's cost. The State reserves the right to request the Contractor supply the State with invoices from suppliers documenting the Contractor's cost.

5. The Contractor shall make service available twenty-hour (24) hours per day, seven (7) days per week. Normal system testing and inspections shall occur on Monday through Friday during normal State business hours. The Contractor shall be paid for service work that is required. The Contractor shall employ a sufficient number of trained technicians so that all service calls are answered promptly. The Contractor shall respond to the State by telephone to all service calls within fifteen (15) minutes of report of occurrence. The Contractor shall physically respond to the site within four (4) hours after report of occurrence except Coos County. Coos County acceptable response time is six (6) hours.
6. The Contractor shall provide a proposed schedule for the inspections to the State a minimum of two weeks (10 working days) before the actual inspections occur. The Contractor shall propose separate inspection schedules. The Contractor shall employ a sufficient number of trained technicians so that inspections are completed on time as scheduled. If the Contractor fails to respond within fifteen (15) minutes to the first scheduled appointment, the State reserves the right to charge the Contractor \$20.00 per hour in increments of fifteen (15) minutes if the Contractor does not respond as detailed above. These charges will be deducted from payments that are due the Contractor.
7. The Contractor shall present, after each scheduled or emergency call and before leaving the job site, a written summary of the work performed and obtain the State's signature thereon.
8. The Contractor shall perform all of their own maintenance. Sub-contractors will only be allowed upon receiving written approval in advance from the Business Administrator or his/her designated representative. The Contractor must provide a list of proposed sub-contractor's that they plan to utilize. Said sub-contractors must meet the minimum experience requirements as detailed herein.
9. The Contractor shall, in performing the services as described herein, maintain or have readily available spare parts to support the described systems at the Contractor's cost throughout the duration of the Contract.
10. The Contractor shall provide only replacement parts that are new and of the same quality and brand name as that being replaced. Substitutions will be permitted only with prior authorization of the Business Administrator or his/her designated representative.
11. All repair services shall be conducted in full compliance with all specified standards in a manner equal to or better than the normal safety and security procedures and standards established by the State, and at no time shall state facilities or its occupants be placed in jeopardy.
12. All work must be performed in such a manner as not to inconvenience building occupants. The Contractor shall determine the State's normal working conditions and activities in progress and shall conduct the work in the least disruptive manner.
13. The State shall be responsible to provide reasonable means of access to all equipment covered by this agreement and promptly notify the Contractor of any malfunction in the system(s) that comes to the State's attention.
14. All services shall comply with applicable standards as set forth by the National Fire Protection Association (NFPA) and any state or local fire codes.
15. The State reserves the right to require the Contractor to train, counsel or reassign any employee whose actions or appearance are not consistent with the standards of the State and in the best interest of the customers utilizing the Contractor services.
16. The Contractor shall provide employee picture identification badges identifying the company name and each employee servicing the State account. All Contract employees while servicing the State shall wear the identification badge.

All testing and inspection services performed under this Contract(s) shall be performed during normal business hours of the corresponding location, unless other arrangements are made in advance with the State. Any deviation in work hours shall be pre-approved by the Contract(s)ing Officer. The State requires ten-day advance knowledge of said work schedules to provide security and access to respective work areas. No premium charges will be paid for any off-hour work.

The Contractor shall not commence work until a conference is held with each agency, at which representatives of the Contractor and the State are present. The conference will be arranged by the requesting agency (State).

The State shall require correction of defective work or damages to any part of the building or its appurtenances when caused by the Contractor's employees, equipment or supplies. The Contractor shall place in satisfactory condition all defective work and damages rendered thereby or any other damages incurred. Upon failure of the Contractor to proceed promptly with the necessary corrections, the State may withhold any amount necessary to correct all defective work or damages from payments to the Contractor.

The work staff shall consist of qualified persons completely familiar with the products and equipment they shall use. The State may require the Contractor to dismiss from the work such employees as it deems incompetent, careless, insubordinate, or otherwise objectionable, or whose continued employment on the work deemed to be contrary to the public interest or inconsistent with the best interest of security.

The Contractor or their personnel shall not represent themselves as employees or agents of the State.

While on State property, employees shall be subject to the control of the State, but under no circumstances shall such persons be deemed to be employees of the State.

All personnel shall observe all regulations or special restrictions in effect at the State Agency.

The Contractor shall furnish all personnel with uniforms, which shall be neat and clean in appearance with picture identification that is visible at all times.

The Contractor's personnel shall be allowed only in areas where work is being performed. The use of State telephones is prohibited.

**CONTRACT PRICE, RATES and PAYMENT TERMS:**

The Contractor hereby agrees to provide Fire Suppression System Testing and Inspection Services in complete compliance with the terms and conditions specified for an amount up to and not to exceed price of \$499,500.00; this figure shall not be considered a guaranteed or minimum figure, however it shall be considered a maximum figure from the effective date of March 1, 2015 through the expiration date set as February 28, 2018.

**PRICING QUOTATIONS FOR INDIVIDUAL PROJECTS**

State will request quotations by providing a SOW describing the services required and the applicable technical qualifications. Contractor must return quotes within three (3) business days. The quoted hourly rates shall not exceed the rates established under this Contract.

TOWN/CITY	FACILITY NAME	COST PER YEAR
<b>Department of Corrections/NH State Prison (Mens)</b>		
Concord	H-BUILDING	\$ 300.00
Concord	BLDG 1 & 2	\$ 300.00
Concord	BLDG. A	\$ 300.00
Concord	BOILER ROOM	\$ 300.00
Concord	OLD BR # 4	\$ 300.00
Concord	OLD BR #3	\$ 300.00
Concord	AUTO BODY	\$ 300.00
Concord	MCS	\$ 300.00
Concord	NEH	\$ 300.00
Concord	GYM	\$ 300.00
Concord	BLDG. B	\$ 300.00
Concord	AUTO MECHANIC	\$ 300.00
Concord	OLD BR # 4	\$ 300.00
Concord	WAREHOUSE	\$ 300.00
Concord	MSU	\$ 300.00
Concord	MSU	\$ 300.00
Concord	SHU	\$ 300.00
Concord	MCN	\$ 300.00
Concord	ADMINISTRATION	\$ 300.00
Concord	NEH	\$ 300.00
Concord	OLD BR	\$ 300.00
Concord	CALUMET	\$ 600.00
Concord	SHEA FARM	\$ 420.00
Concord	SHEA FARM BARN	\$ 420.00
Concord	ADMINISTRATION	\$ 300.00
Concord	CONCORD DO	\$ 420.00
Concord	FARM	\$ 420.00
Concord	RETAIL STORE	\$ 600.00
Concord	WELDING	\$ 600.00
<b>NH Police Standards &amp; Training</b>		
Concord	Main building	\$ 360.00
Concord	Dorm area	\$ 280.00
Concord	Tactical Center	\$ 280.00
<b>Safety Warehouse</b>		
Concord	Warehouse	\$ 320.00
<b>NH Fish &amp; Game</b>		
Concord	NHFG	\$ 300.00
Concord	NHFG	\$ 440.00
Concord	NHFG	\$ 440.00
New Hampton	NHFG	\$ 440.00
Durham	NHFG	\$ 440.00
Keene (ADDED Per Amendment 2 7/16)	NHFG	\$ 440.00
<b>Department of Safety / Marine Patrol</b>		
Belmont	Storage/ BE	\$ 340.00
<b>Department of Corrections/NHNCF</b>		
Berlin	A	\$ 480.00
Berlin	B	\$ 480.00
Berlin	C	\$ 480.00
Berlin	D	\$ 480.00
Berlin	MAINTENANCE	\$ 480.00
<b>Department of Corrections/NH State Prison (Womens)</b>		
Goffstown	NHSP/W	\$ 340.00
Goffstown	NHSP/W BOILER PLANT	\$ 340.00
<b>Department of Corrections/Lakes Region Facility - CLOSED</b>		
Laconia	Quimby Bldg	\$ 728.00
Laconia	Administration Bldg	\$ 728.00
Laconia	Rice Bldg	\$ 728.00
Laconia	Speare Bldg	\$ 728.00
Laconia	Spaulding Bldg	\$ 728.00
Laconia	Powell Bldg	\$ 728.00
Laconia	Murphy Wing	\$ 728.00
Laconia	Dube Bldg	\$ 728.00
Laconia	Warehouse Bldg	\$ 728.00
Laconia	Laundry	\$ 728.00
<b>NH Hospital</b>		

Concord	NH Hospital	\$ 520.00
Concord	NH Hospital	\$ 320.00
Concord	NH Hospital	\$ 440.00
Concord	NH Hospital	\$ 440.00
Concord	NH Hospital	\$ 1,040.00
Concord	NH Hospital	\$ 440.00
<b>NH Veterans Home</b>		
Tilton	Welch	\$ 600.00
Tilton	Tarr North	\$ 600.00
Tilton	Ledu	\$ 300.00
Tilton	Tarr South	\$ 440.00
Tilton	Tarr South	\$ 300.00
Tilton	Grounds	\$ 800.00
Tilton	The Great Room	\$ 300.00
Tilton	Maintenance	\$ 300.00
Tilton	Maintenance	\$ 600.00
<b>Glenclyff Home</b>		
Benton	LaMott Wing	\$ 1,200.00
Benton	LaMott Wing	\$ 400.00
Benton	Brown Bldg	\$ 500.00
Benton	Admin Bldg	\$ 500.00
Benton	Service Bldg	\$ 500.00
Benton	Bio-Mass Power Plant	\$ 500.00
Benton	Wood Chip Plant – ADDED PER AMENDMENT 1 – 4/1/16	\$ 500.00
<b>Employment Security</b>		
Claremont	NHES Claremont	\$ 1,260.00
Concord	NHES Concord <del>DETETED PER AMENDMENT 1 - 4/1/16</del>	\$ 300.00
Conway	NHES Conway	\$ 440.00
Manchester	NHES Manchester	\$ 300.00
Manchester	NHES Manchester	\$ 300.00
Nashua	NHES Nashua	\$ 300.00
Portsmouth	NHES Portsmouth	\$ 300.00
Salem	NHES Salem	\$ 440.00
Somersworth	NHES Somersworth	\$ 440.00
Concord	NHES Concord/Tobey Building	\$ 1,700.00
<b>DHHS/DJJS</b>		
Manchester	Stark House	\$ 440.00
Manchester	Spaulding	\$ 300.00
Manchester	SYSC	\$ 2,400.00
<b>The Adjutant General's Department</b>		
Concord	State Military Reservation State Maint Blg F	\$ 440.00
Concord	State Military Reservation Joint Force HQ Blg 1	\$ 200.00
Concord	State Military Reservation Org Maint Blg A	\$ 200.00
Concord	State Military Reservation Org Maint Blg L	\$ 200.00
Concord	Army Aviation Support Fac Hangar Blg (See Amendment 2 – Pricing Table for Diesel Engine Tune Up and PM)	\$ 2,800.00
Concord	Army Aviation Support Fac Hangar Blg Fuel Truck Bld.	\$ 440.00
Concord	State Military Reservation Org Maint Blg G	\$ 440.00
Concord	State Military Reservation Comb Support Maint Blg H	\$ 200.00
<b>Liquor Commission</b>		
W Chesterfield	W Chesterfield #2	\$ 1,120.00
Concord	Headquarters	\$ 440.00
Concord	Headquarters	\$ 300.00
Concord	Headquarters/IT Dept Room	\$ 300.00
Keene	Keene Store #15	\$ 440.00
Salem	Salem Store #34	\$ 440.00
Portsmouth	Portsmouth Store #38	\$ 440.00
Nashua	Nashua Store #69	\$ 600.00
<b>Department of Resources and Economic Development</b>		
Franconia	Brookside Learning Center	\$ 800.00
Franconia	Tramway Valley Station	\$ 600.00
Franconia	Tramway Mountain Station	\$ 600.00
Franconia	Flume Visitors Center	\$ 1,600.00
Franconia	Peabody Base Lodge	\$ 364.00
Sargents Purchase	Sherman Adams Building	\$ 800.00
Sargents Purchase	Sherman Adams Building	\$ 800.00
Portsmouth	Forestry Learning Center	\$ 600.00
Hampton	Hampton Seashell Complex, Hampton Beach Park	\$ 1,000.00

<b>Department of Transportation / Bureau of Traffic</b>		
Concord	NH DOT; Bureau of Traffic - Building A	\$ 300.00
Concord	NH DOT; Bureau of Traffic - Building B	\$ 300.00
Concord	NH DOT; Bureau of Traffic - Building D	\$ 300.00
<b>Department of Information Technology</b>		
Concord	Nash Building	\$ 440.00
<b>Department of Safety/Div of Fire Standards &amp; Training &amp; Emergency Medical Services</b>		
Concord	Richard Flynn Fire Academy	\$ 320.00
Concord	New Dorm	\$ 320.00
Concord	Old Dorm	\$ 320.00
Concord	Maintenance Bldg	\$ 440.00
Concord	ARFF Bldg	\$ 320.00
Concord	Fire Station	\$ 320.00
<b>Bureau of Court Facilities</b>		
Lancaster	Coos County Superior Court	\$ 1,200.00
Ossipee	Carroll County Superior Court	\$ 300.00
Concord	Concord District Court	\$ 300.00
Derry	Derry District Court	\$ 300.00
Dover	Dover District Court	\$ 600.00
Franklin	Franklin District Court	\$ 300.00
Manchester	Hillsborough County Superior Court (North)	\$ 600.00
Nashua	Hillsborough County Superior Court (South)	\$ 800.00
Jaffrey	Jaffrey Peterborough District Court	\$ 600.00
Laconia	Laconia District Court	\$ 700.00
Lebanon	Lebanon District Court	\$ 600.00
Manchester	Manchester District Court	\$ 300.00
Merrimack	Merrimack Circuit Court	\$ 600.00
Conway	Northern Carroll District Court	\$ 520.00
Plymouth	Plymouth District Court	\$ 720.00
Brentwood	Rockingham County Superior Court	\$ 900.00
Rochester	Rochester District Court	\$ 800.00
<b>Bureau of Facilities &amp; Assets Management</b>		
Concord	Thayer Building	\$ 500.00
Concord	Thayer Building	\$ 500.00
Concord	Main Building	\$ 1,900.00
Concord	Main Building	\$ 800.00
Concord	Main Building	\$ 1,400.00
Concord	Bancroft Building	\$ 300.00
Concord	Annex 1 Building	\$ 600.00
Concord	Dolloff Building	\$ 300.00
Concord	Brown Building	\$ 300.00
Concord	Anna Philbrook	\$ 300.00
Concord	Anna Philbrook	\$ 440.00
Concord	Paint/Carpentry Shop	\$ 440.00
<b>Bureau of General Services</b>		
Concord	Health & Human Services	\$ 1,200.00
Concord	Department of Information Technology	\$ 300.00
Concord	Safety Building	\$ 800.00
Concord	DMV Building	\$ 600.00
Concord	Morton Building	\$ 480.00
Concord	Administrative Office of the Courts	\$ 440.00
Concord	Department of Justice	\$ 300.00
Concord	Legislative Office Building	\$ 1,400.00
Concord	State House Annex	\$ 400.00
Concord	State House	\$ 600.00
Concord	State Library	\$ 800.00
Concord	Storrs Street Warehouse	\$ 300.00
Concord	Storrs Street Warehouse	\$ 600.00
Concord		\$ 300.00
Concord	Spaulding Hall	\$ 440.00
Concord	Londergan Hall	\$ 440.00
Concord	Johnson Hall	\$ 440.00
Concord	Emergency Operations Center	\$ 300.00
Concord	Emergency Operations Garage	\$ 440.00
Concord	Records and Archives	\$ 800.00
Concord	Mechanical Services	\$ 900.00
Concord	Material & Research	\$ 300.00
Concord	Walker Building	\$ 1,400.00

Concord	Medical and Surgical	\$ 1,200.00
Claremont	Monadnock Mill	\$ 1,200.00
Concord	Christa McAuliffe Discovery Center	\$ 300.00

REPAIR RATE TYPE	RATE PER PERSON PER HOUR
Mon-Fri, Normal State Business Hours	\$ 79.00
Mon-Fri, Outside of Normal Business Hours	\$ 115.00
Saturday Rate	\$ 115.00
Sunday Rate	\$ 135.00
Holiday Rate	\$ 135.00

INSPECTION/TEST TYPE	PRICE PER TEST
5-year internal obstruction investigation, per system	\$ 350.00
3-year full trip test, per system	\$ 600.00
Backflow Testing, per device	\$ 40.00

**ADD PER AMENDMENT 2 – DIESEL ENGINE TUNE-UP/PM FOR ADJUTANT GENERAL**

Pricing for Diesel Engine Tune-up and PM for Adjutant General (Work to be done by Sub-Contractor)	
	<b>2 Motors</b>
Annual Major PM	\$ 1,170.00
Second - Semiannual Minor PM	\$ 500.00
Motor Repair Rates	
Straight Time (M-F 7AM to 3:30 PM)	\$ 115.20
Over-Time (3:31 PM to 6:59 AM)	\$ 164.70
Double Time (Sundays and Holidays)	\$ 208.80
Mileage	\$ 1.95 per mile
	<b>4 Hour Minimum Bill Rate for all Services Outside Normal Business Hours</b>

**INVOICE**

Itemized invoices shall be submitted after the completion of job/services and shall include: a brief description of the work done along with the location of work, to the individual agency.

Contractor shall be paid within 30 days after receipt of properly documented invoice and acceptance of the work to the state satisfaction.

The invoice shall be sent to the address of the using agency under agreement.