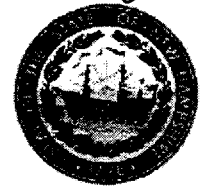




THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.  
COMMISSIONER

JEFF BRILLHART, P.E.  
ASSISTANT COMMISSIONER

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

Bureau of Rail & Transit  
July 3, 2014

*Sole Source*

**REQUESTED ACTION**

Authorize the Department of Transportation to enter into a **sole source** contract amendment with Southern NH Planning Commission (Vendor 154521), Manchester, New Hampshire, to increase the contract amount by \$329,447 from \$173,109 to \$502,556 for coordinated transportation services for elderly persons and persons with disabilities, effective upon Governor and Council approval through June 30, 2015. The original agreement was approved by Governor and Council on June 5, 2013, Item #237. 100% Federal Funds.

Funding is available as follows:

FY 2015

04-96-96-964010-2916  
Public Transportation  
072-500575 Grants to Non-Profit-Federal \$329,447

**EXPLANATION**

The Department has approved a request for additional Federal Transit Administration (FTA) funds from Southern NH Planning Commission for expanded transportation services to include Section 5310 Purchase of Service funding for the Region 8 Greater Manchester and Region 9 Greater Derry-Salem Regional Coordinating Council service areas and Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula funds for the Region 9 Greater Derry-Salem Regional Coordinating Council service area. This **sole source** contract amendment is based on the availability of additional funds that the Department has sub-allocated to each Regional Coordinating Council through a formula apportionment. Since Southern NH Planning Commission has been designated the lead agency by the Region 8 Coordinating Council and new lead agency by the Region 9 Coordinating Council for SFY 2015 FTA Section 5310 Purchase of Service and 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula activities in their regions, this contract is proposed to be amended to include these additional funds. Southern NH Planning Commission will continue to act as the lead agency to purchase accessible demand response, public transit and volunteer driver transportation service for elderly individuals and individuals with disabilities in cooperation with the Greater Manchester and Greater Derry-Salem Regional Coordinating Councils.

The Department entered into a two-year contract with Southern NH Regional Commission for the period July 1, 2013 to June 30, 2015. FTA Federal Fiscal Year 2013 Section 5310 Purchase of Service funds were committed for State Fiscal Year 2014 and no funds were included for the second year of the contract at that time. Budgeted Federal funds are available to provide Section 5310 Purchase of Service funds and Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula funds that the Department has sub-allocated by regions for State Fiscal Year 2015. This contract amendment is reflective of the combined allocation made available to the two regions Southern NH Planning Commission will represent and provides \$329,447 for the second year (SFY 2015) of the two-year agreement. Both FTA programs require a twenty percent (20%) non-Federal match, which will be provided by cash match through the lead agency and regional transportation providers.

In the event that Federal funds become unavailable, general funds will not be requested to support this program.

All other provisions of the agreement shall remain in effect.

The amendment has been approved by the Attorney General as to form and execution and the Department has verified that the necessary funds are available. Copies of the fully executed amendment are on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to the Governor and Council approval will be on file at the Department of Transportation.

Your approval of this resolution is respectfully requested.

Sincerely,

A handwritten signature in black ink, appearing to read "C. D. Clement, Sr.", with a long horizontal line extending to the right.

Christopher D. Clement, Sr.  
Commissioner

Attachments

## AMENDMENT TO AGREEMENT

### SOUTHERN NH PLANNING COMMISSION

WHEREAS, the Governor and Council approved an agreement between the New Hampshire Department of Transportation and Southern NH Planning Commission on June 5, 2013, (Item #237) effective July 1, 2013 through June 30, 2015;

WHEREAS, the Price Limitation in Section 1.8, is \$173,109

WHEREAS, Exhibit A, Scope of Services contains items A.1 through A.4 for Region 8 only and Exhibit B, Budget describes the budget for SFY 2014 only;

WHEREAS, Exhibit B, Budget, B.2 reads, "The Contractor may seek reimbursement for these funds by submitting a monthly or quarterly invoice for the total eligible expenses less a 20% agency match to the Department's Bureau of Rail & Transit. The invoice will include verification of sources of amounts of matching funds and statements from service providers to support the request. Administration costs shall be itemized and include such information as required to support the request.";

WHEREAS, the Department of Transportation has available Federal funds for the Federal Transit Administration Section 5310 Purchase of Service program and Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula program;

**RESOLVED, that the agreement be amended to include new language for the following Sections and Exhibits:**

Section 1.8, "Price Limitation" of the P-37 form be amended to read \$502,556 (increase of \$329,447);

Exhibit A, Scope of Services be amended to revise the first paragraph, revise A.1, A.2 and add A.5 as outlined in the amended Exhibit A, Scope of Services (Revised).

Exhibit B, Budget, shall be revised to include State Fiscal Year 2015 FTA Section 5310 funds as follows: \$267,443 for service delivery and \$9,570 for Mobility Management activities. Also included is \$52,434 of Enhanced Mobility of Seniors and Individuals with Disabilities formula funds for a total increase of \$329,447 and revised contract total of \$502,556.

Exhibit B, Budget, B.2 be amended to read "The Contractor may seek reimbursement for these funds by submitting a monthly or quarterly invoice for the total eligible expenses less required local match to the Department's Bureau of Rail and Transit. The invoice will include verification of sources of amounts of matching funds and statements from service providers to support the request. Administration costs shall be itemized and include such information as required to support the request."

All other provisions of the agreement shall remain in effect.

Amended Exhibits appear below.

## AMENDED EXHIBIT A

### SCOPE OF SERVICES (REVISED)

The Contractor, Southern NH Planning Commission, will provide transportation services as described in its Section 5310 Purchase of Service Grant Application to NHDOT for Region 8 (Greater Manchester) and Region 9 (Greater Derry-Salem) and 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula grant application for Region 9 (Greater Derry-Salem).

A.1 The Contractor will act as the Lead Agency for Region 8 and Region 9 for 5310 purchase of service transportation to provide transportation services to elderly individuals and individuals with disabilities in the Greater Manchester and Greater Derry-Salem coordinating council service areas in cooperation with the Region 8 and Region 9 Regional Coordinating Councils. Transportation services provided through the lead agency include the following:

#### Region 8

- Accessible volunteer driver transportation services for eligible residents in the Greater Manchester area to provide an increased frequency of transportation services as well as volunteer recruitment that consists of a comprehensive multimedia marketing campaign to include television advertising, print advertising, outdoor and online advertising, collateral material and a multi-tiered community outreach plan.
- Expanded shopper shuttle service that currently operates in Manchester and Hooksett connecting seniors and limited mobility residents to grocery shopping locations, to include the addition of Goffstown, Bedford and Candia. The expanded shuttle service will run once a week in each community and will pick up residents at senior living communities, apartment complexes and other densely populated areas of town, bringing them to shopping locations, wait while they shop which includes a four-hour service window, and bring residents home.
- Taxi voucher program for elderly individuals and individuals with disabilities to supplement existing transportation services by offering an option for trips that can't be provided by other transportation providers because of short notice or travel times outside of regular service hours.
- Demand response accessible transportation services to and from Goffstown to surrounding Greater Manchester communities.

#### Region 9

- Taxi voucher program to supplement transportation services available to eligible individuals in Atkinson, Chester, Danville, Derry, Hampstead, Londonderry, Plaistow, Salem, Sandown and Windham for short notice transportation requests and requests outside the regular service hours of existing transit providers.
- Demand response accessible transportation service to eligible individuals that connect Londonderry-Derry and Hampstead-Londonderry-Derry.

- Expanded door-to-door demand response transportation service for eligible individuals in the Greater Derry-Salem region, which includes Atkinson, Chester, Danville, Derry, Hampstead, Londonderry, Plaistow, Salem, Sandown and Windham.
- Supplemental demand response accessible transportation for eligible individuals in the towns of Chester, Derry, Hampstead, Londonderry, Plaistow and Salem.

A.2 The Contractor may request reimbursement for Mobility Management attributable to the management of this project provided expenses are substantiated with backup documentation and the total request does not exceed the maximum contract amount allowed. The Contractor must fulfill its contractual obligations and provide its scope of services throughout the contract period regardless of whether or not all Mobility Management funds have been requested.

A.3 The Contractor shall use the NHDOT-created 5310 Purchase of Service report and invoice for all reimbursement requests. Reporting forms must be submitted with invoices to receive reimbursement.

A.4 Transportation services will be provided at reimbursement rates and by subcontractors that are approved by the respective Regional Coordinating Councils and the Department, as submitted in the applicant's 5310 Purchase of Service grant application or as amended through subsequent correspondence.

A.5 The Contractor will act as the lead agency for Region 9, Greater Derry-Salem, Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula funds to provide accessible transportation services to elderly individuals and individuals with disabilities in cooperation with the Region 9 Coordinating Council. Transportation services provided through the lead agency include the following:

- Early bird/night owl taxi voucher program to improve transportation access for elderly individuals and individuals with disabilities and to supplement existing transportation services by offering an option for trips that can't be provided by other transportation providers because of short notice or travel times outside of regular service hours.
- Volunteer recruitment and outreach efforts, volunteer screening and training, and marketing to include material development, printing and advertising.
- Expanded demand response accessible transportation services provided in Plaistow and surrounding towns.
- Call center staffing to include trip scheduling and dispatching for Section 5310 Purchase of Service funded transportation services.
- Reimbursement of program administration activities attributable to the management of this project provided expenses are substantiated with backup documentation and the total request does not exceed the maximum contract amount allowed.

**AMENDED EXHIBIT B**

**BUDGET (REVISED)**

B.1. The Contract price, as defined in Section 1.8 of the General Provisions, is the Federal Transit Administration Section 5310 portion of the eligible project. Federal funds are granted as follows:

| <b><u>Region 8 Greater Manchester</u></b> | <b><u>SFY 2014</u></b> | <b><u>SFY 2015</u></b> |
|---|------------------------|------------------------|
| 5310 Purchase of Service                  | \$164,454              | \$155,222              |
| Mobility Management                       | \$ 8,655               | \$ 8,170               |
| <b>Total Federal Funds</b>                | <b>\$173,109</b>       | <b>\$163,392</b>       |

| <b><u>Region 9 Greater Derry-Salem</u></b> | <b><u>SFY 2015</u></b> |
|--|------------------------|
| 5310 Purchase of Service                   | \$112,221              |
| Mobility Management                        | \$ 1,400               |
| 5310 Formula                               | \$ 52,434              |
| <b>Total Federal Funds</b>                 | <b>\$166,055</b>       |

B.2. The Contractor may seek reimbursement for these funds by submitting a monthly or quarterly invoice for the total eligible expenses less required local match to the Department's Bureau of Rail & Transit. The invoice will include verification of sources of amounts of matching funds and statements from service providers to support the request. Administration costs shall be itemized and include such information as required to support the request.

B.3 Contract completion date is June 30, 2015.

**Southern NH Planning Commission**

By: David J. Peere

Date: 6/30/2014

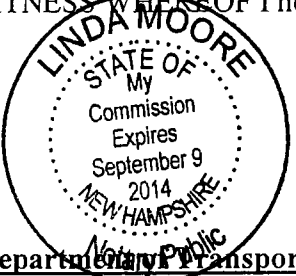
Title: Executive Director / CEO

Signature: [Handwritten Signature]

County of Hillsborough

On this the 30<sup>th</sup> day of June, 2014, before me, Linda Moore, the undersigned officer, personally appeared David Peere, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that (s)he has executed the same for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.



Linda Moore  
Notary Public/Justice of the Peace

**NH Department of Transportation**

By: Patrick C. Herling

Date: 7/2/14

Title: Director

Signature: [Handwritten Signature]

**Approved by Attorney General**

By: Brian W. Buonanno

Date: 7/18/14

Title: AAG

Signature: [Handwritten Signature]

**Approved by Governor and Council**

By: \_\_\_\_\_

Date: \_\_\_\_\_

## **EXHIBIT C**

### **SPECIAL PROVISIONS**

Southern NH Regional Planning Commission does not need a Certificate of Good Standing because they are a "political subdivision" of the State per RSA Chapter 36:49-a.

The State of New Hampshire, Department of Transportation has accepted the General Liability insurance of \$1,000,000 per occurrence, \$2,000,000 General Aggregate in fulfillment of the requirements of Section 14.1.1 General Liability Insurance of the P-37 form.



CERTIFICATE

I, Peter Capano, Chairman of the Southern New Hampshire Planning Commission (Printed Name of Certifying Officer) (SNHPC), do hereby certify that: (1) I am the duly elected Chairman; (2) at the meeting held on May 2, 2013, the SNHPC voted to enter into a contract agreement with the NH Department of Transportation; (3) the SNHPC further authorized the Executive Director to execute any documents which may be necessary for this contract; (4) this authorization has not been revoked, annulled, or amended in any manner whatsoever, and remains in full force and effect as of the date hereof; and (5) the following person has been appointed to and now occupies the office indicated in (3) above:

David Preece  
(Printed name of officer authorized to sign)

IN WITNESS WHEREOF, I have hereunto set my hand as the Chairman of the SNHPC, this day of 6/30/14.

Peter D. Capano  
(Signature of Certifying Officer)

STATE OF NEW HAMPSHIRE  
County of Hillsborough

On this the 30th day of June 2014, before me Linda Moore  
(Notary Public)

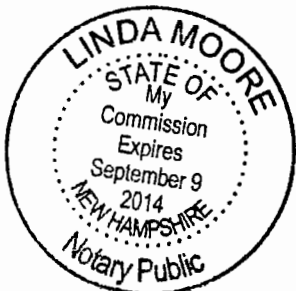
the undersigned officer, personally appeared Peter Capano who acknowledged  
(Printed Name of Certifying Officer)

himself to be the Chairman of the SNHPC being authorized so to do, executed the foregoing instrument for the purpose therein contained.

In witness whereof, I have set my hand and official seal.

Linda Moore  
(Notary Public Signature)

Commission Expiration Date: 9/9/14  
(Seal)





## CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex<sup>3</sup> is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex<sup>3</sup> is entitled to the categories of coverage set forth below. In addition, Primex<sup>3</sup> may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex<sup>3</sup>, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex<sup>3</sup> Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only, Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex<sup>3</sup>. As of the date this certificate is issued, the information set out below accurately reflects the categories of coverage established for the current coverage year.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the coverage categories listed below.

| <b>Participating Member:</b><br>Southern New Hampshire Planning Commission<br>438 Dubuque Street<br>Manchester, NH 03102  |                                | <b>Member Number:</b><br>525    | <b>Company Affording Coverage:</b><br>NH Public Risk Management Exchange - Primex <sup>3</sup><br>Bow Brook Place<br>46 Donovan Street<br>Concord, NH 03301-2624 |              |  |
|---|--------------------------------|---------------------------------|--|--------------|--|
| Type of Coverage  | Effective Date<br>(mm/dd/yyyy) | Expiration Date<br>(mm/dd/yyyy) | Limits - NH Statutory Limits May Apply   |              |  |
| <input checked="" type="checkbox"/> <b>General Liability (Occurrence Form)</b><br><input type="checkbox"/> <b>Professional Liability (describe)</b><br><input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence   | 1/1/2014                       | 1/1/2015                        | Each Occurrence  | \$ 1,000,000 |  |
|   |                                |                                 | General Aggregate  | \$ 2,000,000 |  |
|   |                                |                                 | Fire Damage (Any one fire)   | \$           |  |
|   |                                |                                 | Med Exp (Any one person)   |              |  |
| <input type="checkbox"/> <b>Automobile Liability</b><br>Deductible    Comp and Coll:<br><input type="checkbox"/> Any auto   |                                |                                 | Combined Single Limit<br>(Each Accident)   |              |  |
| <input type="checkbox"/> <b>Workers' Compensation &amp; Employers' Liability</b>  |                                |                                 | Statutory  |              |  |
|   |                                |                                 | Each Accident  |              |  |
|   |                                |                                 | Disease - Each Employee  |              |  |
|   |                                |                                 | Disease - Policy Limit   | \$           |  |
| <input type="checkbox"/> <b>Property (Special Risk includes Fire and Theft)</b>   |                                |                                 | Blanket Limit, Replacement Cost (unless otherwise stated)  | Deductible:  |  |
| <b>Description:</b> Federal Transit Administration Section 53-10 Purchase of Service Grant The certificate holder is named as Additional Covered Party, but only to the extent liability is based solely on the negligence or wrongful acts of the member, its employees, agents, officials or volunteers. This coverage does not extend to others. Any liability resulting from the negligence or wrongful acts of the Additional Covered Party, or their employees, agents, contractors, members, officers, directors or affiliates is not covered. |                                |                                 |  |              |  |

|   |                                     |                          |                          |            |  |
|---|-------------------------------------|--------------------------|--------------------------|------------|--|
| <b>CERTIFICATE HOLDER:</b>  | <input checked="" type="checkbox"/> | Additional Covered Party | <input type="checkbox"/> | Loss Payee | Primex <sup>3</sup> - NH Public Risk Management Exchange   |
| State of New Hampshire<br>Department of Transportation<br>PO Box 483<br>Concord, NH 03302 |                                     |                          |                          |            | By: <i>Tammy Denver</i>  |
|   |                                     |                          |                          |            | Date: 6/27/2014    tdenver@nhprimex.org  |
|   |                                     |                          |                          |            | Please direct inquires to:<br><b>Primex<sup>3</sup> Claims/Coverage Services</b><br>603-225-2841 phone<br>603-228-3833 fax |



## CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex<sup>3</sup> is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex<sup>3</sup> is entitled to the categories of coverage set forth below. In addition, Primex<sup>3</sup> may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex<sup>3</sup>, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex<sup>3</sup> Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only. Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex<sup>3</sup>. As of the date this certificate is issued, the information set out below accurately reflects the categories of coverage established for the current coverage year.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the coverage categories listed below.

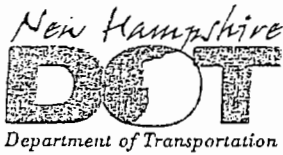
|  |                              |  |
|--|------------------------------|--|
| <b>Participating Member:</b><br>Southern New Hampshire Planning Commission<br>438 Dubuque Street<br>Manchester, NH 03102 | <b>Member Number:</b><br>525 | <b>Company Affording Coverage:</b><br>NH Public Risk Management Exchange - Primex <sup>3</sup><br>Bow Brook Place<br>46 Donovan Street<br>Concord, NH 03301-2624 |
|--|------------------------------|--|

| Type of Coverage   | Effective Date<br>(mm/dd/yyyy) | Expiration Date<br>(mm/dd/yyyy) | Limits - NH Statutory Limits May Apply, If Not:           |             |
|--|--------------------------------|---------------------------------|---|-------------|
| <input type="checkbox"/> <b>General Liability (Occurrence Form)</b><br><input type="checkbox"/> <b>Professional Liability (describe)</b><br><input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence |                                |                                 | Each Occurrence   |             |
|  |                                |                                 | General Aggregate   |             |
|  |                                |                                 | Fire Damage (Any one fire)                                |             |
|  |                                |                                 | Med Exp (Any one person)                                  |             |
| <input type="checkbox"/> <b>Automobile Liability</b><br>Deductible    Comp and Coll: \$1,000<br><br><input type="checkbox"/> Any auto  |                                |                                 | Combined Single Limit<br>(Each Accident)                  |             |
|  |                                |                                 | Aggregate   |             |
| <input checked="" type="checkbox"/> <b>Workers' Compensation &amp; Employers' Liability</b>  | 1/1/2014                       | 1/1/2015                        | <input checked="" type="checkbox"/> Statutory             |             |
|  |                                |                                 | Each Accident   | \$2,000,000 |
|  |                                |                                 | Disease - Each Employee                                   | \$2,000,000 |
|  |                                |                                 | Disease - Policy Limit                                    | \$          |
| <input type="checkbox"/> <b>Property (Special Risk includes Fire and Theft)</b>  |                                |                                 | Blanket Limit, Replacement Cost (unless otherwise stated) |             |

**Description:** Proof of Primex Member coverage only.

|  |                                 |                   |  |
|--|---------------------------------|-------------------|--|
| <b>CERTIFICATE HOLDER:</b>   | <b>Additional Covered Party</b> | <b>Loss Payee</b> | <b>Primex<sup>3</sup> - NH Public Risk Management Exchange</b>   |
|  |                                 |                   | <b>By:</b> <i>Tammy Denver</i>   |
| NH Department of Transportation<br>PO Box 483<br>Concord, NH 03302 |                                 |                   | <b>Date:</b> 6/27/2014    tdenver@nhprimex.org   |
|  |                                 |                   | Please direct inquires to:<br><b>Primex<sup>3</sup> Claims/Coverage Services</b><br>603-225-2841 phone<br>603-228-3833 fax |





THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.  
COMMISSIONER

JEFF BRILLHART, P.E.  
ASSISTANT COMMISSIONER

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

Bureau of Rail & Transit  
May 3, 2013

*Approved 6/5/13  
Jan 237*

REQUESTED ACTION

Authorize the Department of Transportation to enter into an agreement with Southern New Hampshire Planning Commission (Vendor # 154521), Manchester, NH, for an amount not to exceed \$173,109 for coordinated transportation services for elderly persons and persons with disabilities, for the period July 1, 2013 through June 30, 2015, effective upon approval by Governor and Council. 100% Federal Funds.

Funding is contingent upon the availability and continued appropriation of funds.

FY 2014

04-96-96-964010-2916  
Public Transportation  
072-500575 Grants of Property-Federal \$173,109

EXPLANATION

The Department has approved a request for Federal Transit Administration (FTA) Section 5310 Purchase of Service funding to Southern New Hampshire Planning Commission (SNHPC) for expanded transportation services in the Greater Manchester Regional Coordinating Council service area. SNHPC will act as the Lead Agency to purchase accessible transportation services for elderly individuals and individuals with disabilities within the Greater Manchester Regional Coordinating Council service area.

The Department has been working closely with the State Coordinating Council for Community Transportation to develop regional coordination of human services transportation, through nine designated regions. In January 2013, the Department announced the availability of Federal funds to support coordinated transportation services for elderly persons and persons with disabilities. The available funds were allocated by region, according to a formula based on regional populations of residents over 65 and those between the ages of 5-64 with disabilities. Each individual Regional Coordinating Council was responsible for conducting its own project solicitation, evaluation, and prioritization and then submitting one regional application for eligible 5310 Purchase of Service projects through an approved Lead Agency. As is required by FTA, all projects are identified in a locally developed coordinated public transit – human services transportation plan.

The Greater Manchester Regional Coordinating Council designated SNHPC as the Lead Agency to apply for 5310 Purchase of Service funds and has submitted a regional list of eligible projects as detailed in the region's contract. The program requires a twenty percent (20%) match, which will be provided by local cash match.

In the event that Federal funds become unavailable, general funds will not be requested to support this program.

The Agreement has been approved by the Attorney General as to form and execution and the Department will verify the necessary funds are available pending enactment of the Fiscal Year 2014 and 2015 budget. Copies of the fully executed agreement are on file at the Secretary of State's Office and the Department of Administrative Services' Office, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

Your approval of this resolution is respectfully requested.

Sincerely,

A handwritten signature in black ink, appearing to read "C. D. Clement, Sr.", written in a cursive style.

Christopher D. Clement, Sr.  
Commissioner

Attachments