



WILLIAM CASS, P.E.
ASSISTANT COMMISSIONER

Bureau of Highway Maintenance
September 16, 2015

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

REQUESTED ACTION

The Department of Transportation wishes to place item on the Consent Calendar.

Authorize the Department of Transportation to amend PO #4005310, with AECOM Technical Services, Inc., Manchester, NH and Los Angeles, CA, Vendor #174742, to study New Hampshire's sixteen state-owned Welcome Information Centers, by extending the completion date from November 30, 2015 to June 30, 2016, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on December 3, 2014, Item #36A. Time extension only, no new funding.

EXPLANATION

The purpose of this engineering consulting services Agreement is to conduct a detailed planning study for New Hampshire's sixteen state-owned Welcome Information Centers (WIC) (rest areas and welcome centers). This study will assess existing WIC's and recommend the appropriate number, size and location of WIC's that are needed to support New Hampshire traveler needs. The work will include assessment of traveler uses and needs, identification of deficiencies and opportunities, and the development of improvement options and recommendations to meet future needs of travelers through the year 2035. This study is intended to inventory and evaluate the overall statewide program of public state-owned WIC's facilities in New Hampshire, and rate these facilities based upon level of priorities for public use, with the goal of determining the appropriate number, size and location of facilities to support New Hampshire traveler needs. The study will evaluate the distances to alternative public and/or private facilities, the facility's egress and access, adequacy of existing vehicle parking (cars, trucks and buses), safety and security measures, traffic demand (peak and capture rates), site circulation, importance to State tourism promotional function, seasonal use, facility general building conditions, facility amenities, structural condition, service to the public, environmental issues, overall quality and image. The study will consider each facility's potential for revenue generation, restrictions, and assessment of operational costs as to benefits derived from the facility (benefit/cost). This study will involve conducting user interviews/surveys and focus group interviews of specific rest area user groups. In addition, the study will evaluate future needs of preservation, expansion, and/or new facilities. The study shall take into account the ability for public and/or private partnerships and funding opportunities. This work will include traffic forecasts, review of aerial photographs and environmental site evaluations.

This amendment to the Agreement is to extend the contract's completion date to allow the consultant sufficient time to complete the project. The consultant's contract approval and Notice to Proceed did not progress as anticipated. Of the original \$262,406.09 amount for this contract, there is a balance of approximately \$126,500 remaining (100% Federal Funds).

This amended Agreement has been approved by the Attorney General as to form and execution. Copies of the fully-executed amended Agreement are on file at the Secretary of State's Office and the Department of

Administrative Services, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

It is respectfully requested that authority be given to amend this Agreement for consulting services as outlined above.

Sincerely,

A handwritten signature in cursive script that reads "William Cass".

William Cass, P.E.
Assistant Commissioner



WILLIAM CASS, P.E.
ASSISTANT COMMISSIONER

STATEWIDE REST AREA AND
WELCOME CENTER STUDY
X-A003(970)
29173

Bureau of Highway Maintenance
Room 120 (CMF)
Tel. (603) 271-2693
Fax: (603) 271-6084

September 16, 2015

Mr. Jeffrey J. Maxtutis, AICP
AECOM Technical Services, Inc.
1000 Elm Street, Suite 802
Manchester, NH 03101

Dear Mr. Maxtutis:

This letter amends Article I, Section G (Date of Completion) for the above-noted Agreement. The original and amended dates are as follows:

| | |
|----------------------------|-------------------|
| Original Completion Date | November 30, 2015 |
| By this letter, amended to | June 30, 2016 |

This no-additional-cost change order for the extension is as requested by your letter dated August 24, 2015.

This amendment becomes effective upon approval by the Governor and Council.

Sincerely,

Caleb B. Dobbins, P.E.
Administrator

Approved: David M. Rodrigue, P.E.
Assistant Director of Operations

We concur in the above Amendment.

AECOM TECHNICAL SERVICES, INC.

By:

Title: V.P.

s:\highway-design\towns\statewide\29173 rest area study\letters\aecom 09-16-15 tel.doc

AGREEMENT AMENDMENT

STATEWIDE REST AREA AND WELCOME CENTER STUDY

AECOM TECHNICAL SERVICES, INC.

IN WITNESS WHEREOF the parties hereto have executed this amended AGREEMENT on the day and year first above written.

Consultant

WITNESS TO THE CONSULTANT

By: *Jeffrey J. Maxtutz*
Jeffrey J. MAXTUTZ
PROJECT MANAGER

Dated: 9/21/15

CONSULTANT
By: *Nicholas G. Rubilo*
NICHOLAS G. RUBILO
VP (Title)

Dated: 9-21-15

Department of Transportation

WITNESS TO THE STATE OF NEW HAMPSHIRE

By: *Michelle Brown*

Dated: 9/29/15

THE STATE OF NEW HAMPSHIRE

By: *William*

Per DOT COMMISSIONER

Dated: 9/29/15

Attorney General

This is to certify that the above amended AGREEMENT has been reviewed by this office and is approved as to form and execution.

Dated: 10/16/15

By: *M. R. W.*
Assistant Attorney General

Secretary of State

This is to certify that the GOVERNOR AND COUNCIL on _____ approved this amended AGREEMENT.

Dated: _____

Attest:

By: _____
Secretary of State

AECOM TECHNICAL SERVICES, INC.

CERTIFICATE OF ASSISTANT SECRETARY

The undersigned, Robert K. Orlin, hereby certifies that he is now and at all times relevant hereto has been the duly elected and acting Assistant Secretary of AECOM Technical Services, Inc., a California corporation, and that the following resolutions amending the Restated By-Laws of said corporation were duly adopted by Unanimous Action of the Board of Directors of this corporation on November 1, 2009:

RESOLVED that, Section 16 of Article IX of the Restated By-Laws of this Corporation be amended to read as follows:

“Section 16. CONTRACTS, LEGAL INSTRUMENTS, ETC., HOW EXECUTED. Any officer of this corporation holding the title of Senior Vice President or higher, or any other person designated by resolution of the Board of Directors, may execute contracts or other legal instruments on behalf of the corporation or its divisions.”

The undersigned does further certify that the foregoing resolution has not been revoked, amended or modified, and is in full force and effect as of the date hereof.

The undersigned does further certify that, in accordance with Section 16, Article IX of the By-Laws of said corporation, the Board of Directors, by resolution dated January 1, 2010, has designated that Nicholas Rubino, Vice President, may execute contracts or other legal instruments (“Documents”) on behalf of the corporation or its divisions, and more specifically Documents pertaining to The State of New Hampshire Statewide Rest Area and Welcome Center Study X-A003(970) 29173.

IN WITNESS WHEREOF, The undersigned has executed this Certificate of Assistant Secretary and has affixed the corporate seal of this corporation this 21st day of September, 2015.

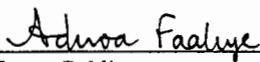
AECOM TECHNICAL SERVICES, INC.

By 
Robert K. Orlin, Assistant Secretary

(CORPORATE SEAL)

STATE OF NEW YORK)
)ss:
COUNTY OF NEW YORK)

On this 21st day of September 2015, before me, a Notary Public in and for the State of New York, personally appeared Robert K. Orlin who acknowledged himself to be the Assistant Secretary of AECOM Technical Services, Inc., and that he, as such Assistant Secretary, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing his name as Assistant Secretary of the corporation.


Notary Public

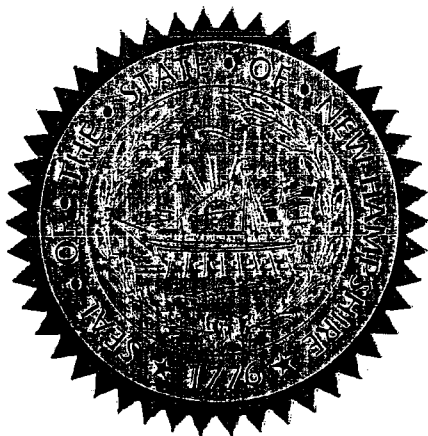
ADWOA FAAKYE
Notary Public, State of New York
No. 01FA6206838
Qualified in New York County
Commission Expires August 1, 2017

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 AECOM Technical Services, Inc. a(n) California corporation, is authorized to transact business in New Hampshire and qualified on September 27, 1995. I further certify that all fees and annual reports required by the Secretary of State's office have been received.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 23rd day of September, A.D. 2015

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

William M. Gardner
Secretary of State



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/19/2015

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 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).

| PRODUCER Marsh Risk & Insurance Services CA License #0437153 777 South Figueroa Street Los Angeles, CA 90017 Attn: LosAngeles.CertRequest@Marsh.Com 06510 -AECOM-01-15-16 Manche PL 04 2017 | CONTACT NAME: _____ PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____ | | | | | | | | | | | | | | |
|---|--|--|-------------------------------|--------|---|-------|-----------------|-----|---|-------|-------------|--|-------------|--|-------------|
| | <table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Zurich American Insurance Company</td> <td>16535</td> </tr> <tr> <td>INSURER B : N/A</td> <td>N/A</td> </tr> <tr> <td>INSURER C : Illinois Union Insurance Co</td> <td>27960</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> </tbody> </table> | | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A : Zurich American Insurance Company | 16535 | INSURER B : N/A | N/A | INSURER C : Illinois Union Insurance Co | 27960 | INSURER D : | | INSURER E : | | INSURER F : |
| INSURER(S) AFFORDING COVERAGE | NAIC # | | | | | | | | | | | | | | |
| INSURER A : Zurich American Insurance Company | 16535 | | | | | | | | | | | | | | |
| INSURER B : N/A | N/A | | | | | | | | | | | | | | |
| INSURER C : Illinois Union Insurance Co | 27960 | | | | | | | | | | | | | | |
| INSURER D : | | | | | | | | | | | | | | | |
| INSURER E : | | | | | | | | | | | | | | | |
| INSURER F : | | | | | | | | | | | | | | | |

COVERAGES **CERTIFICATE NUMBER:** LOS-001593449-08 **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 INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|----------|--|-----------|----------|----------------------------------|-------------------------|-------------------------|---|--------------|
| A | GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC | | | GLO 5965891 07 | 04/01/2015 | 04/01/2016 | EACH OCCURRENCE | \$ 1,000,000 |
| | | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 1,000,000 |
| | | | | | | | MED EXP (Any one person) | \$ 5,000 |
| | | | | | | | PERSONAL & ADV INJURY | \$ 1,000,000 |
| | | | | | | | GENERAL AGGREGATE | \$ 2,000,000 |
| | | | | | | | PRODUCTS - COMP/OP AGG | \$ 1,000,000 |
| | | | | | | | | \$ |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | BAP 5965893 07 | 04/01/2015 | 04/01/2016 | COMBINED SINGLE LIMIT (Ea accident) | \$ 1,000,000 |
| | | | | | | | BODILY INJURY (Per person) | \$ |
| | | | | | | | BODILY INJURY (Per accident) | \$ |
| | | | | | | | PROPERTY DAMAGE (Per accident) | \$ |
| | | | | | | | | \$ |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | | | | EACH OCCURRENCE | \$ |
| | | | | | | | AGGREGATE | \$ |
| | | | | | | | | \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | WC STATUTORY LIMITS | OTHER |
| | | | | | | | E.L. EACH ACCIDENT | \$ |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE | \$ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | \$ |
| C | ARCHITECTS & ENG. PROFESSIONAL LIAB. | | | EON G21654693 ""CLAIMS MADE"" | 10/08/2014 | 04/01/2016 | Per Claim/Agg | 2,000,000 |
| | | | | | | | Defense Included | |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 RE: CONTRACT 29173 - STATEWIDE REST AREA AND WELCOME CENTER STUDY
 THE STATE OF NEW HAMPSHIRE IS NAMED AS ADDITIONAL INSURED FOR GL COVERAGES, BUT ONLY AS RESPECTS WORK PERFORMED BY OR ON BEHALF OF THE NAMED INSURED.
 PROFESSIONAL LIABILITY DEDUCTIBLE: \$75,000.

| | |
|--|---|
| CERTIFICATE HOLDER Bureau of Finance and Contracts New Hampshire Department of Transportation Attn: Michelle Drouin, Program Specialist I 7 Hazen Drive, Room 130 Concord, NH 03302-0483 | CANCELLATION 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 of Marsh Risk & Insurance Services David Denihan |
|--|---|

© 1988-2010 ACORD CORPORATION. All rights reserved.



CERTIFICATE OF LIABILITY INSURANCE

1/1/2016

DATE (MM/DD/YYYY)
12/5/2014

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 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).

| | | |
|--|---|----------------|
| PRODUCER Lockton Insurance Brokers, LLC 725 S. Figueroa Street, 35th Fl. CA License #0F15767 Los Angeles CA 90017 (213) 689-0065 | CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: | FAX (A/C, No): |
| | INSURER(S) AFFORDING COVERAGE | |
| INSURED 1389302 AECOM Technology Corporation URS Corporation 600 Montgomery Street, 26th Floor San Francisco CA 94111 | INSURER A: Insurance Company of the State of PA NAIC # 19429 | |
| | INSURER B: | |
| | INSURER C: | |
| | INSURER D: | |
| | INSURER E: | |
| | INSURER F: | |

COVERAGES AECTE01 **CERTIFICATE NUMBER:** 13253588 **REVISION NUMBER:** XXXXXXXX


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 WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|-----------|----------|------------------------|-------------------------|-------------------------|--|
| | COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER | | | NOT APPLICABLE | | | EACH OCCURRENCE \$ XXXXXXXX DAMAGE TO RENTED PREMISES (Ea occurrence) \$ XXXXXXXX MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ XXXXXXXX GENERAL AGGREGATE \$ XXXXXXXX PRODUCTS - COMP/OP AGG \$ XXXXXXXX |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | NOT APPLICABLE | | | COMBINED SINGLE LIMIT (Ea accident) \$ XXXXXXXX BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | NOT APPLICABLE | | | EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N N | N/A | SEE ATTACHED ACORD 101 | 1/1/2015 | 1/1/2016 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 10,000,000 E.L. DISEASE - EA EMPLOYEE \$ 10,000,000 E.L. DISEASE - POLICY LIMIT \$ 10,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Notice of Cancellation applies per attached endorsement. Evidence of Insurance.

CERTIFICATE HOLDER

CANCELLATION See Attachments

| | |
|--|---|
| 13253588 State of New Hampshire Attn: Michelle Drouin John O. Morton Building 7 Hazen Drive Concord NH 13302 | 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  |
|--|---|



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



36A

CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

Approved by G&C
12/03/2014
Agenda # 36A

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

Bureau of Highway Maintenance
November 25, 2014

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

REQUESTED ACTION

Authorize the Department of Transportation to enter into an Agreement with AECOM Technical Services, Inc., Manchester, NH and Los Angeles, CA, Vendor #174742, for a total fee not to exceed \$262,406.09, to study New Hampshire's sixteen state-owned Welcome Information Centers, effective upon Governor and Council approval through November 30, 2015. 100% Federal Funds.

Funding is available as follows:

| | |
|--|----------------|
| 04-96-96-962515-2944 | <u>FY 2015</u> |
| SPR Planning Funds | |
| 046-500463 Eng Consultants Non-Benefit | \$262,406.09 |

EXPLANATION

The Department requires engineering consulting services to conduct a detailed planning study for New Hampshire's sixteen state-owned Welcome Information Centers (WIC) (rest areas and welcome centers). This study will assess existing WIC's and recommend the appropriate number, size and location of WIC's that are needed to support New Hampshire traveler needs. The work will include assessment of traveler uses and needs, identification of deficiencies and opportunities, and the development of improvement options and recommendations to meet future needs of travelers through the year 2035. This study is intended to inventory and evaluate the overall statewide program of public state-owned WIC's facilities in New Hampshire, and rate these facilities based upon level of priorities for public use, with the goal of determining the appropriate number, size and location of facilities to support New Hampshire traveler needs. The study will evaluate the distances to alternative public and/or private facilities, the facility's egress and access, adequacy of existing vehicle parking (cars, trucks and buses), safety and security measures, traffic demand (peak and capture rates), site circulation, importance to State tourism promotional function, seasonal use, facility general building conditions, facility amenities, structural condition, service to the public, environmental issues, overall quality and image. The study will consider each facility's potential for revenue generation, restrictions, and assessment of operational costs as to benefits derived from the facility (benefit/cost). This study will involve conducting user interviews/surveys and focus group interviews of specific rest area user groups. In addition, the study will evaluate future needs of preservation, expansion, and/or new facilities. The study shall take into account the ability for public and/or private partnerships and funding opportunities. This work will include traffic forecasts, review of aerial photographs and environmental site evaluations.

The consultant selection process employed by the Department for this qualifications-based contract 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 "Consultant Selection and Service Agreement Procedures" dated December 1999. The Department's Consultant Selection Committee is a standing committee that meets regularly to administer the process and make determinations. The Committee is comprised of the Assistant Director of Project Development (chair), the Chief Project Manager, the Administrators of the Bureaus of Highway Design, Bridge Design, Environment, and Materials and Research, and the Municipal Highways Engineer.

The consultant selection process for this qualifications-based contract was initiated by a solicitation for consultant services for a detailed planning study for New Hampshire's sixteen state-owned Welcome Information Centers. The assignment was listed as a "Project Soliciting for Interest" on the Department's website on March 27, 2013, asking for letters of interest from qualified firms. From the list of firms that submitted letters of interest, the Committee prepared a long and then short list of Consultants on May 9, 2013 for consideration and approval by the Assistant Commissioner. Upon receipt of that approval, three shortlisted firms were notified on May 28, 2013 through a technical "Request For Proposal" (RFP). Committee members individually rated the firms on July 11, 2013 using a written ballot to score each firm 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, previous performance, and overall suitability for the assignment. (A compilation of the completed individual rating ballots and the ranking summary form is attached.) The individual rankings were then totaled to provide an overall ranking of the three firms, and the Committee's ranking was submitted to the Assistant Commissioner for consideration and approval. Upon receipt of that approval, the short listed firms were notified of the results and the highest-ranking firm was asked to submit a fee proposal for negotiations.

The long list of five consultant firms that were considered for this assignment, with the three short-listed firms shown in bold, is as follows:

Consultant Firm

Office Location

AECOM Technical Services, Inc.
CDM Smith Inc.
CHA
Fay, Spofford & Thorndike, LLC
Vanasse Hangen Brustlin, Inc.

Manchester, NH
Manchester, NH
Keene, NH
Bedford, NH
Bedford, NH

The firm of AECOM Technical Services, Inc. has been recommended for this contract. This firm has an excellent reputation and has demonstrated their capability to perform the necessary engineering and technical services for this assignment by having satisfactorily completed the Part A planning-level study for this project. Background information on this firm is attached.

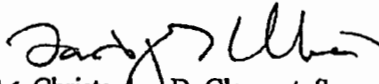
AECOM Technical Services, Inc. has agreed to furnish the required services for a total fee not to exceed \$262,406.09. This is a reasonable fee and is commensurate with the complexity of the project and the scope of engineering and technical services to be furnished.

This Agreement has been approved by the Attorney General as to form and execution. The Department has verified 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, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

This project funding is 80% federal funds with 20% state match. Turnpike toll credit is being utilized for match requirements, effectively using 100% federal funds. The use of Toll Credits for this project was approved by the Capital Budget Overview Committee on June 24, 2014 (approval letter attached).

It is respectfully requested that authority be given to enter into an Agreement for consulting services as outlined above.

Sincerely,


Christopher D. Clement, Sr.
Commissioner