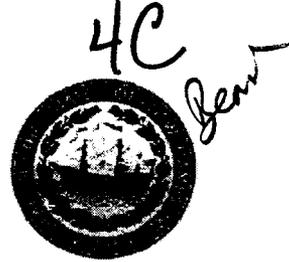




**THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION**



**JEFF BRILLHART, P.E.
ACTING COMMISSIONER**

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

Bureau of Rail & Transit
February 5, 2015

REQUESTED ACTION

Authorize the Department of Transportation to enter into a contract amendment with HDR Engineering Inc., Omaha, Nebraska and Boston, Massachusetts (Vendor #169983), for the Plaistow Commuter Rail Extension Study, to extend the completion date from March 31, 2015 to July 1, 2015, effective upon Governor and Council approval. The original agreement was approved by Governor and Council on June 5, 2013, Item #230. This request is for a time extension only, no new funding.

EXPLANATION

The Town of Plaistow and HDR Engineering Inc. have requested a time extension for the Plaistow Commuter Rail Extension Study contract. The contract with HDR Engineering, Inc. is scheduled to conclude on March 31, 2015, but per the Town's request, additional time is requested to allow Town officials more time to evaluate and review many important components of the commuter rail extension study, including ridership estimates, capital and operating costs, and noise and vibration analysis. Additionally, the time extension will provide an opportunity for local public opinion to be better identified and analyzed and other Town boards and commissions who have yet to be fully engaged, such as the Planning Board and Conservation Commission, to review and comment on the study. This additional time and more thorough Town evaluation will allow HDR Engineering to finalize and review the Environmental Assessment study with the Federal Transit Administration (FTA).

In support of the Town of Plaistow's request, the New Hampshire Department of Transportation (NHDOT) requests to extend the contract completion date from March 31, 2015 to July 1, 2015.

All other provisions of the agreement shall remain in effect.

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 has verified that the 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' 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,



David J. Brillhart, P.E.
Acting Commissioner

Attachments



Town of Plaistow, New Hampshire
OFFICE OF THE TOWN MANAGER
Sean R. Fitzgerald

*Plaistow Town Hall
145 Main Street
Plaistow, NH 03865*

*(603) 382-5200, Ext. 13 Office
(603) 382-7183 Fax
Email: sfitzgerald@Plaistow.com
Web: www.Plaistow.com*

January 21, 2015

Mr. Patrick Herlihy, Administrator
Division of Aeronautics, Rail and Transit
NH Department of Transportation
J.O. Morton Building,
Hazen Drive, Concord, NH 03302--0483

Re: Request for Extension for the Plaistow MBTA Study

Dear Mr. Herlihy:

On behalf of the Town of Plaistow, I am respectfully requesting an extension of time to review the findings contained in the \$659,000 Plaistow MBTA Study.

While the Town of Plaistow and the New Hampshire Department of Transportation (NHDOT) have agreed that the NHDOT will take the lead in implementing the study, the report and information contained in the study will be used by my local officials to make informed decisions on the merits of the project. As the timeline for the study is scheduled to conclude on March 31st, 2015, there is concern that the Town will not have sufficient time to evaluate and review many important components of the study that are currently incomplete or have just recently been submitted.

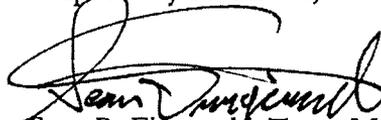
Additionally, here are a few additional reasons in support of an extension of the MBTA Study:

- The Town has not had the opportunity to meet or support the "Public Engagement" responsibilities of the project. (As this project will have a significant positive and negative impacts locally, not to provide the Town some time to evaluate and present the study once completed will severely compromise the integrity of the public expenditure of the public funds used to complete the study.*
- While the Town has recently received information on projections for ridership of a Plaistow MBTA commuter rail station, there are a number of questions and concerns with how the forecasting of ridership has been established. We would hope to schedule several additional public information meetings specifically to address questions and concerns presented on ridership.*
- The Town has recently received information on noise, vibration, capital cost for the MBTA service, operating cost for the MBTA Service in New Hampshire, over the last few weeks. We feel all of these reports have been rushed to completion and that there has been little, if any, community engagement on these important components of the study. This information has also been presented during the Town's 2015 budget development and there simply has not been time to substantively review and present this information to the Town's BOS, Planning Board, Conservation Commission and other Boards and Committees. We discussed these challenges in a meeting between Town of Plaistow Officials, RPC Officials, and NH DOT officials in November of 2014.*

- *At this point, the project as budgeted is \$658,316. As of the most recent accounting received by the Town of Plaistow on January 15th 2015, \$286,545.65 of the project funds have yet to be expended. This represents over 40% of total project cost that are still unexpended. As we understand it, much of the remaining cost of the project will focus on the environmental assessment under the Federal EA and NEPA assessment for a project of this magnitude. As the Town has yet to review, or be presented with any of the more substantive information on the more detailed environmental impacts of a Locally Approved Alternative (LPA) sites for both a Train Station location and Layover facility, we urge NHDOT to support an extension.*
- *Not enough information has been presented on the Purpose and need for the project. NHDOT and HDR have spent most of all of the time allotted to public meetings on the proposed project to highlight the site selection process. These presentations have focused on many of the same topics and have offered inadequate information on the projects purpose and need, ridership, operational costs, capital costs, interstate collaborations, existing transportation challenges, and current conditions analysis of transportation options and services.*
- *Providing the Town and the project with 90 days of additional time will:*
 - *Ensure that local, regional and state officials will have the support of the project team from HDR and NHDOT to address any questions and concerns before the final report is accepted on the proposed project.*
 - *Ensure that local officials will be able to present crucial information to the Plaistow Community on project components once the report is completed.*
 - *An extension will support the number of regional presentations on the completed study, as this project has regional and state-wide impacts and benefits.*
 - *Ensure that the citizen of the Town of Plaistow will have the opportunity to evaluate, understand, and discuss the findings of the completed study.*

In closing, an extension of the timeline for this study will ensure that there is more time to collaborate with the HDR and the NHDOT team on this important study in support of a report and study that will support informed decisions by local, regional, and state officials.

Respectfully submitted,



Sean R. Fitzgerald, Town Manager
Town of Plaistow

Attachments

CC: Town of Plaistow Board of Selectmen
Town of Plaistow Planning Board
Town of Plaistow Conservation Commission
Town of Plaistow Recreation Commission



Ms. Shelley Winters
Bureau Administrator
Bureau of Rail & Transit
P.O. Box 483, 7 Hazen Drive
Concord, NH 03302-0483

January 19, 2015

Re: Request Contract Extension for Plaistow Commuter Rail Project
Contract X-A0002(031) 20163 Dated April 30, 2013

Dear Ms. Winters:

The Plaistow Commuter Rail Project contract referenced above is scheduled to be completed by March 31, 2015. This letter is to confirm our discussions relative to a request to extend completion of the contract to July 1, 2015. This request is made in accordance with section L EXTENSION OF COMPLETION DATE(S) of the contract. The reason for this request is explained below.

A principle deliverable for the contract is an Environmental Assessment (EA) of the potential of extending MBTA commuter rail from Haverhill, MA to the Plaistow, NH area. The completion of the EA requires that it be compliant with the National Environmental Policy Act (NEPA). A critical requirement of the NEPA process is that the EA must gather and unbiasedly consider public opinion in developing any recommended alternative.

The reason for the request for a contract extension is to allow for adequate time for local public opinion to be identified and then analyzed prior to finalization of the EA. Specifically, the Town of Plaistow has advised that representatives will not be able to provide a final recommendation of support for any of the current three alternatives until after the annual Town Meeting process. The Town Meeting process will conclude on March 10, 2015 with a town-wide vote on anticipated warrant articles related to the project. Thus, for HDR to adequately provide for local input to the EA process, it is requested that our contract be extended until July 1, 2015. This will allow the Board of Selectman to evaluate any warrant article vote and make their final recommendation on the remaining alternatives. HDR will then be able to complete the EA process by July 1, 2015

We look forward to continuing working with NHDOT staff and the stakeholders to successfully complete the Plaistow Commuter Rail Extension Project.

Sincerely,

HDR Engineering, Inc.

Peter E. Reilly, P.E.

Sr. Vice President

hdrinc.com

695 Atlantic Ave. Boston MA 02111
T 617.357.7700 F 617.357.7759

January 20, 2015

Patrick Herlihy, Administrator
Division of Aeronautics, Rail and Transit
NH Department of Transportation
J.O. Morton Building, Hazen Drive,
Concord NH 03302-0483

RE: Plaistow Commuter Rail Extension Study – Support for Contract Extension

Dear Patrick:

It is my understanding that the Town of Plaistow is likely to submit, or perhaps already has submitted, a request to the Department to extend HDR's contract in support of the Plaistow Commuter Rail Extension Study. While the study has progressed well and is close to completion, adhering to the existing end date of March 31 2015 will result in rushing the last critical steps, especially regarding outreach to the public and stakeholder on the study's findings and conclusions.

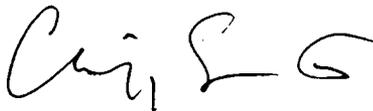
Assistance from the HDR in completing the public engagement aspects of the project is very important as the Town considers the information provided. Having the HDR team involved and available to participate in public presentations both locally and regionally will be essential in communicating this information and in responding to questions.

In addition, a great deal of project information has been generated in the past few weeks, and requests for additional information or refinements have been made by various members of the Project Advisory Committee which will require time to address.

Finally, the extension will ensure that local officials from Plaistow have adequate opportunity to evaluate and present the findings of the completed study to the citizens of the Town. As you know, the Town intends to seek a Town meeting vote regarding the project and plans to schedule a special Town meeting for this purpose four months after the completion of the study document.

I hope you will consider their request favorably. We will continue to support the project in any way needed as the study winds down and the project moves to the next phase. Please contact me if you have any questions.

Sincerely,



Cliff Sinnott
Executive Director

cc: Shelly Winters, Administrator, Bureau of Rail and Transit
Sean Fitzgerald, Plaistow Town Manager



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



JEFF BRILLHART, P.E.
ACTING COMMISSIONER

January 22, 2015

PLAISTOW COMMUTER RAIL EXTENSION STUDY
X-A0002(031)

Mr. Peter E. Reilly, P.E.
Sr. Vice President
HDR Engineering, Inc.
695 Atlantic Avenue
Boston MA 02111

Dear Mr. Reilly:

This letter amends Article 1, Section F (Date of Completion) for the Plaistow Commuter Rail Extension Study agreement. The original and amended completion dates are as follows:

Original Completion Date	March 31, 2015
By this letter, amended to	July 1, 2015

This no-additional-cost change order is for an extension only as requested by your letter dated January 19, 2015 and letter to NHDOT from the Town of Plaistow dated January 21, 2015.

The amendment will be effective upon approval by the Governor and Council.

Sincerely,

Michelle L. Winters
Administrator
Bureau of Rail & Transit

Approved: William J. Cass, P.E.
Director of Project Development

We concur in the above Amendment
HDR Engineering, Inc.

By: Peter E. Reilly

Title: Peter E. Reilly, Sr. Vice President

AGREEMENT AMENDMENT

PLAISTOW COMMUTE RAIL EXTENSION STUDY
X-A0002(031)

HDR ENGINEERING, 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: Monique Cal
ADMIN MGR
Dated: 2/4/15

CONSULTANT

By: Pete Clonally
Title: Sr. Vice President
Dated: 2/4/15

Department of Transportation

WITNESS TO THE STATE OF NEW HAMPSHIRE

By: Jenelle Plant
Dated: 02/09/2015

THE STATE OF NEW HAMPSHIRE

By: William J. Cass
William J. Cass, P.E.
Director of Project Development
~~For~~ NHDOT COMMISSIONER
Dated: 2/9/15

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: 2/10/15

By: M. W. F.
Title: Assistant Attorney General

Secretary of State

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

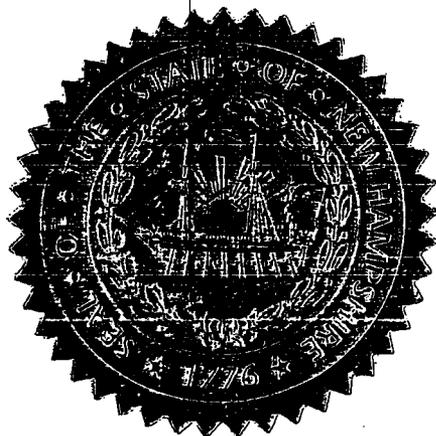
Dated: _____

Attest:
By: _____
Secretary of State

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 HDR ENGINEERING, INC. a(n) Nebraska corporation, is authorized to transact business in New Hampshire and qualified on June 17, 1985. 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 17th day of October, A.D. 2014

William M. Gardner

William M. Gardner
Secretary of State

CERTIFICATE

The undersigned hereby certifies that he is the Secretary of HDR Engineering, Inc., a Nebraska corporation, and that, as such, has custody of the minute books of the Corporation, and that, by Consent and Agreement of the Board of Directors dated May 21, 2014, the following resolution was unanimously adopted:

"RESOLVED, that effective immediately and until June 20, 2015, or until termination of said individual from the Corporation, or until rescission by the Corporation's Board of Directors, whichever occurs first, the following individual is hereby granted the nondelegable authority to execute or approve on behalf of the Corporation, contracts for engineering services and architectural services incidental to engineering services to be rendered by the Corporation, . . . , or releases of claim or lien in connection with such services, such contracts or releases so executed or approved shall be binding upon the Corporation:

. . . Peter E. Reilly - Senior Vice President . . ."

The undersigned further certifies that the foregoing resolution has been spread in full upon the minute books of the Corporation and is in full force and effect.

DATED February 4, 2015.

(CORPORATE SEAL)



Louis J. Pachman, Secretary



CERTIFICATE OF LIABILITY INSURANCE

6/1/2015

DATE (MM/DD/YYYY)

5/28/2014

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 Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Hartford Fire Insurance Company		19682
INSURER B: Travelers Property Casualty Co of America		25674
INSURER C: New Hampshire Insurance Company		23841
INSURER D: Lexington Insurance Company		19437
INSURER E: National Union Fire Ins Co Pittsburgh PA		19445
INSURER F:		

COVERAGES HDRIN01 **CERTIFICATE NUMBER:** 12338119 **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.

INSTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CONTRACTUAL LIAB GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:	Y	Y	37CSEQU0950	6/1/2014	6/1/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	N	N	37CSEQU0951 (AOS) 37CSEQU0952 (HI) 37CSE1160 (MA)	6/1/2014 6/1/2014 6/1/2014	6/1/2015 6/1/2015 6/1/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	N	N	ZUP-10R64084-14-NF (EXCLUDES PROF. LIAB)	6/1/2014	6/1/2015	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ XXXXXXXX
CCE	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	Y	027527762 (AOS) 027527764 (ME) 027527763 (CA)	7/1/2014 7/1/2014 7/1/2014	7/1/2015 7/1/2015 7/1/2015	<input checked="" type="checkbox"/> PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	ARCH & ENG PROFESSIONAL LIABILITY	N	N	061853691	6/1/2014	6/1/2015	PER CLAIM: \$2,000,000 AGGREGATE: \$2,000,000.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

PLAISTOW COMMUTER RAIL EXTENSION STUDY, X-A0002(031), 20163. STATE OF NEW HAMPSHIRE IS NAMED AS ADDITIONAL INSURED ON GENERAL LIABILITY AS PER WRITTEN CONTRACT, ON A PRIMARY, NON-CONTRIBUTORY BASIS. WAIVER OF SUBROGATION APPLIES WHERE ALLOWABLE BY LAW. 30 DAYS NOTICE OF CANCELLATION APPLIES, 10 DAYS NOTICE FOR NON-PAYMENT OF PREMIUM.

CERTIFICATE HOLDER**CANCELLATION** See Attachment

12338119
 THE STATE OF NEW HAMPSHIRE
 BUREAU OF FINANCE AND CONTRACTS
 JOHN O MORTON BUILDING ATTN: MICHELLE DROUIN
 7 HAZEN DRIVE - PO BOX 483
 CONCORD NH 03302-0483

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

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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



230

CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

Bureau of Rail & Transit
April 22, 2013

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

Approved 6/5/13

Item 230

REQUESTED ACTION

Authorize the Department of Transportation to enter into an Agreement with HDR Engineering, Inc., Boston, MA, Vendor #169983, for a total fee not to exceed \$658,316.00, to evaluate the potential development of an extension of commuter rail service operated by the Massachusetts Bay Transportation Authority (MBTA) from Haverhill, MA to Plaistow, NH, effective upon Governor and Council approval, through March 31, 2015. 100% Federal Funds

Funding is available as follows:

04-96-96-963515-3054	FY 2013
Consolidated Federal Aid	
046-500463 Eng Consultants Non-Benefit	\$658,316.00

EXPLANATION

The Department requires professional planning, engineering, and environmental consultant services to evaluate the potential development of an extension of commuter rail service operated by the MBTA from Haverhill, MA to Plaistow, NH. This project is funded by the Federal Transit Administration (FTA) with Congestion Mitigation and Air Quality (CMAQ) funds and will be undertaken following FTA guidelines. The CMAQ funding for a planning study, engineering, and right of way acquisition has been approved (CMAQ Proj# 10-17 CM). The project will include an environmental assessment of alternative sites for a layover facility and a station track platform as well as a discussion but not a detailed analysis of other transit alternatives such as a commuter bus operation or a transit connection to the existing commuter rail station. Preliminary engineering of layover and station track and platform facilities will be conducted. The project will include production of capital and operating cost estimates and ridership forecasting for the proposed commuter rail extension. The consultant will work closely with the FTA, the Town of Plaistow, City of Haverhill, and stakeholders in the region.

This project was proposed by the Town of Plaistow. The Town and the Department have agreed, through a Memorandum of Understanding approved by the Governor and Council, that the Department will take the lead on implementing this project. This project is currently included in the State's Ten-Year Transportation Improvement Plan (Plaistow 20163).

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. In this particular instance, the Administrator of the Bureau of Rail and Transit was also a voting member of the Committee.

The consultant selection process for this qualifications-based contract was initiated by a solicitation for consultant services for Plaistow Commuter Rail Extension. The assignment was listed as a "Project Soliciting for Interest" on the Department's website on November 18, 2011, 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 January 12, 2012 for consideration and approval by the Assistant Commissioner. Upon receipt of that approval, three shortlisted firms were notified on January 31, 2012 through a technical "Request For Proposal" (RFP). Committee members individually rated the firms' technical proposals on March 22, 2012 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. 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 the Assistant Commissioner's 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 ten consultant firms that were considered for this assignment, with the three short-listed firms shown in bold, is as follows:

<u>Consultant Firm</u>	<u>Office Location</u>
The Louis Berger Group, Inc.	Manchester, NH
Clough, Harbour & Associates, LLP	Keene, NH
Gove Environmental Services, Inc.	Exeter, NH
HDR Engineering, Inc.	Boston, MA
Jacobs Engineering Group, Inc.	Manchester, NH
Parsons Brinckerhoff	Manchester, NH
STV	Boston, MA
TranSystems	Boston, MA
URS Corporation	Salem, NH
Vanasse Hangen Brustlin, Inc.	Boston, MA

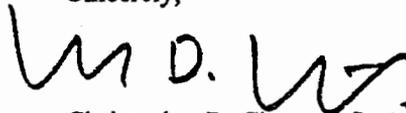
The firm of HDR Engineering, Inc. has been recommended for this contract. This firm has an excellent reputation and has demonstrated their capability to perform the required services. Background information on this firm is attached. HDR Engineering, Inc. has agreed to furnish the required services for a total fee not to exceed \$658,316.00. 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.

The funding for this project is 80% Federal funds with 20% State match. Turnpike toll credit is being utilized for New Hampshire's match requirement, effectively using 100% federal funds. The use of Turnpike Toll Credits for this project was approved by the Capital Budget Overview Committee on March 6, 2013 (attached). The Federal funds were approved by the CMAQ Selection Committee and are in an approved Federal Transit Administration (FTA) grant.

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.

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