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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
 Commissioner

William Cass, P.E.
 Assistant Commissioner

Office of Asset Management,
 Performance & Strategy
 April 23, 2019

His Excellency, Governor Christopher T. Sununu
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

SOLE SOURCE

1. Authorize the Department of Transportation to amend Contract #4008603, with Cambridge Systematics, Inc., Inc., Medford, MA, Vendor #210195, for on-call asset management related consulting services, by increasing the total amount payable by \$500,000.00 (from \$500,000.00 to \$1,000,000.00) for additional services requested by the Department, effective upon Governor and Council approval. 100% Federal Funds.

Funds to support this request are available in the following account in State FY 2019 and are contingent upon the availability and continued appropriation of funds in FY 2020 and FY 2021, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified:

	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
04-96-96-963515-3054			
Consolidated Federal Aid			
046-500463 Eng Consultants Non-Benefits	\$45,000.00	\$400,000.00	\$55,000.00

2. Further, authorize to amend the contract's completion date from December 31, 2019 to December 31, 2020, effective upon Governor and Council approval.

EXPLANATION

On January 10, 2018 the Governor and Council authorized (Item #25, copy of Resolution attached) an agreement with the firm Cambridge Systematics, Inc. for on-call professional consulting services in support of on-going asset management initiatives. The agreement included services for modeling & forecasting, data governance, application rationalization, data quality, and risk assessment as well as other asset management services. Cambridge Systematics, Inc. was selected based on a rigorous qualifications based selection process that included ten firms.

The Road Usage Fee was articulated in House Bill 1763 (2018) as an annual fee for motor vehicles based on the average miles per gallon rating for the vehicle from the US Environmental Protection Agency (EPA). The Bill was referred for additional study. To provide additional information, the Department of Transportation applied for a grant from a special program of the Federal Highway Administration known as the Surface Transportation System Funding Alternatives (STSFA). The goal of this program is to allow states to study and test user-based alternatives to support the traditional gas tax. On February 12, 2019 the Department received notice that the grant request was successful and that the State was awarded \$250,000.00 from the STSFA grant program. These funds can only be utilized for study of the Road Usage Fee.

This amendment to the Agreement is to authorize additional funds, to include the STSFA grant award and matching dollars, as well as additional time for the study of the Road Usage Fee. As proposed in the STSFA application, the study will include four major components:

1. Mapping vehicle registration VIN data to EPA miles per gallon data;
2. A report including revenue estimations and forecasts as well as administrative and equity considerations;
3. A Work Plan for how the fee could be implemented (should such a fee be approved); and
4. An evaluation plan to assess the fee and provide feedback to stakeholders.

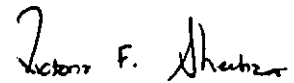
Cambridge Systematics was selected for the original agreement in large part for the firm's ability to work with complex data, systems, modeling, and forecasting. All of those competencies are integral to the work involved with studying the Road Usage Fee. The firm has personnel with experience working on STSFA projects in other states and in the energy (fuel) sector.

Cambridge Systematics has agreed to furnish the additional services. The currently-requested authorization will increase the amount payable under this agreement from \$500,000.00 to \$1,000,000.00 and will extend the duration of the agreement for one year; from December 31, 2019 to December 31, 2020. The increase in fee and time as proposed is expected to be adequate for the completion of all work. This project funding is 50% Federal Funds with 50% State match. Turnpike toll credit is being utilized for New Hampshire's match requirement, effectively using 100% Federal Funds. The use of Toll Credits for this project was approved by the Capital Budget Overview Committee on April 22, 2019 (approval letter attached).

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,



Victoria F. Sheehan
Commissioner

Attachments



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

STATEWIDE ON-CALL
ASSET MANAGEMENT SERVICES
41293 & 42248
Fee Increase & Time Extension Amendment
(Agreement Dated October 24, 2017
Contract No. 4008603)

Office of Asset Management,
Performance & Strategy
Room 280
Tel. (603) 271-1620
Fax: (603) 271-3914

March 14, 2019

Mr. Nathan R. Higgins, AICP
Principal/Project Manager
Cambridge Systematics, Inc.
101 Station Landing, Suite 410
Medford, MA 02155

Dear Mr. Higgins:

This letter amends Article I and Article II in the above-referenced Agreement. The increase in fee and time extension were initiated by the Department in response to the Department being awarded a FHWA Surface Transportation System Funding Alternatives grant to study the Road Usage Fee to support the traditional gas tax. A separate project number, 42248, has been created for accounting purposes to pay for this work utilizing the grant funds.

Article I, Section J (Date of Completion) is being amended to extend the date of completion. The original and amended dates are as follows:

Original Completion Date	December 31, 2019
By this letter, amended to	December 31, 2020

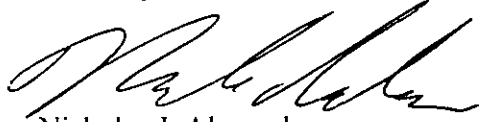
Article II, Section A (General Fee) is being amended to increase the total amount payable under this Agreement by \$500,000.00 to be available for payment as required for work related to the study of the Road Usage Fee. This work shall be charged to the 42248 Project and invoicing shall be kept separate from work charged to the 41293 Project.

In accordance with the provisions of Article II, an additional contract period, Contract Period 4, will be established for the prime consultant, and, if required, for the subconsultants. The existing Agreement language that allows this is; "For an extension to the Completion Date of this AGREEMENT for a period of longer than 6 months, the annual contract adjustment rate shall apply and an additional Contract Period will be established."

The above additional work revises the total amount payable under this Agreement, which increases by \$500,000.00, from \$500,000.00 to \$1,000,000.00 by this amendment.

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

Sincerely,



Nicholas J. Alexander
Administrator



Approved: Peter E. Stamnas, P.E.
Director of Project Development

We concur in the above Amendment.

CAMBRIDGE SYSTEMATICS, INC.

By: Steve G. Cygan

Title: Chief Operating Officer

NJA/wjh

AGREEMENT AMENDMENT

STATEWIDE ON-CALL ASSET MANAGEMENT SERVICES 41293

CAMBRIDGE SYSTEMATICS, 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: Tatyana Dimitrova
Contracts Administrator

Dated: 3/19/2019

CONSULTANT

By: Steve L. Cyress
Chief Operating Officer (Title)

Dated: 2/15/19

Department of Transportation

WITNESS TO THE STATE OF NEW HAMPSHIRE

By: Robert J. Gurelakis

Dated: March 21, 2019

THE STATE OF NEW HAMPSHIRE

By: [Signature]
Director of Project Development

for DOT COMMISSIONER

Dated: March 21, 2019

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: May 6, 2019

By: Christina Webb
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



Certificate of Authority/Vote

I HEREBY CERTIFY that the following is a true copy of a resolution duly adopted by the Board of Directors of Cambridge Systematics, Inc., a Massachusetts corporation, on May 26, 2011, and that such resolution and its adoption comply with the provisions of the charter and by-laws of the corporation and that the resolution is now in full force and effect.

RESOLVED, All contracts, certifications and other documents shall be valid and binding to the Corporation only when signed by **Brad Wright, President**, or by persons specifically authorized in writing by the President. Those individuals so authorized by the President include:

Steven A. Capecci **Chief Operating Officer**

I do hereby certify that the above resolution has not been amended or revoked and is now in full force and effect and applicable to the Statewide on-call Asset Management Services Contract No. 41293.

IN WITNESS HEREOF I have set my hand and seal of this Corporation this 19th day of March 2019.

Susan Krabbe, Assistant Secretary

State of New Hampshire

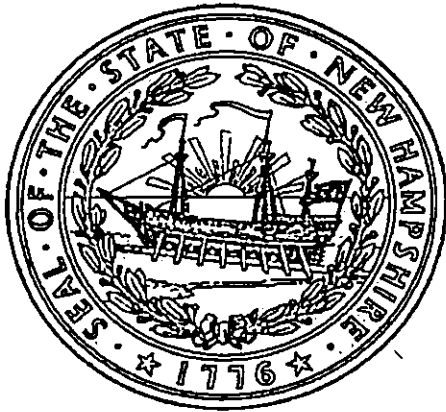
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that CAMBRIDGE SYSTEMATICS, INC. is a Massachusetts Profit Corporation registered to transact business in New Hampshire on April 12, 1994. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 209176

Certificate Number: 0004501058



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 18th day of April A.D. 2019.

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)
8/24/2018

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 Starkweather & Shepley (WW) Insurance Corp. of MA PO Box 549 Providence, RI 02901-0549	CONTACT NAME: Kelley Hartshorn CRM CPCU AAI
	PHONE (A/C, No, Ext): 401 435-3600 FAX (A/C, No): 401 431-9609 E-MAIL ADDRESS: KHartshorn@StarShep.com
INSURER(S) AFFORDING COVERAGE	
INSURER A : Federal Insurance Co (Chubb)	NAIC # 20281
INSURER B : Great Northern Ins Co (Chubb)	20303
INSURER C : Chubb Indemnity Company	12777
INSURER D : Westchester Surplus (RISCO)	10172
INSURER E :	
INSURER F :	


COVERAGES CERTIFICATE NUMBER: 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
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Per Written Contract or Agreement GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		36019289	09/11/2018	09/11/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 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 type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS <input checked="" type="checkbox"/>			73581455	09/11/2018	09/11/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$0			7890114	09/11/2018	09/11/2019	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
C	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/A	71749940 *See Remarks*	09/11/2018	09/11/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> 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	Professional Liab			G24180062008	09/11/2018	09/11/2019	\$10,000,000 Per Occ \$10,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 See Following Page for Job/Coverage Description and Remarks

(See Attached Descriptions)

CERTIFICATE HOLDER New Hampshire Department of Transportation 7 Hazen Drive 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 

DESCRIPTIONS (Continued from Page 1)

**** Workers Comp Information ****

Coverage A States: AL CA CO CT DC FL GA IL IN KS KY ME MD MA MI MN MO NH NJ NY NC OH OR PA
IN TX UT WA WI

Coverage C Other States: All States, except ND, WY

Re: CS #170144, Client Contract #⁴1293, End Date: 11/30/2019.

The State is included as additional insured as respects to General Liability policy per written contract or agreement. \$100,000 Self Insured Retention applies to each claim for Professional Liability. Coverage for Professional Liability is provided on a claims made basis.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



VICTORIA F. SHEEHAN
COMMISSIONER

G + C # 25
Date 1-10-18

WILLIAM CASS, P.E.
ASSISTANT COMMISSIONER

Office of Asset Management, Performance, & Strategy
October 25, 2017

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Transportation to enter into an Agreement with the firm of Cambridge Systematics, Inc., Medford, MA, Vendor #210195; for an amount not to exceed \$500,000.00, for on-call asset management related consulting services, effective upon Governor and Council approval through December 31, 2019. 100% Federal Funds.

Funds to support this request are available in the following account in State FY 2018 and FY 2019, and are contingent upon the availability and continued appropriation of funds in FY 2020, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified:

Table with 4 columns: Account Number, FY 2018, FY 2019, FY2020. Rows include SPR Planning Funds and 046-500464 Gen Consultants Non-Benefit.

EXPLANATION

The Department requires on-call engineering and technical services to support on-going asset management initiatives within the Department and will complement the work being performed by the staff of the Asset Management, Performance, and Strategy (AMPS) section and the overall Department. The types of services required under the terms of this agreement will generally include transportation asset management and engineering tasks for asset inventory, modeling and forecasting, prioritization and cross asset allocation, data governance, application rationalization, life-cycle planning, data quality, and risk assessment. Transportation assets are physical infrastructure including all components that support the operation of the transportation network.

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 Statewide On-Call Asset Management Services contracts. The assignment was listed as a "Project Soliciting for Interest" on the Department's website on September 30, 2016, 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 November 10, 2016 for consideration and approval by the Assistant Commissioner. Upon receipt of that approval, three (3) shortlisted firms were notified on December 23, 2016 through a technical "Request for Proposal" (RFP). Committee members individually rated the firms' technical proposals on February 9, 2017 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, 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 the Assistant Commissioner's approval, the shortlisted 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>
AECOM Technical Services, Inc.	Manchester, NH
Applied Pavement Technology, Inc.	Urbana, IL
Cambridge Systematics, Inc.	Medford, MA
CHA Consulting, Inc.	Keene, NH
EMG Corporation	Owings Mills, MD
Fugro Roadware, Inc.	Mississauga, ON
Greenman-Pedersen, Inc.	Portsmouth, NH
Spy Pond Partners, LLC	Arlington, MA
Vanasse Hangen Brustlin, Inc.	Bedford, NH
WSP Parsons Brinckerhoff, Inc.	Manchester, NH

The firm of Cambridge Systematics, 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.

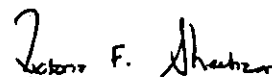
Cambridge Systematics, Inc. has agreed to furnish the on-call services for an amount not to exceed \$500,000.00. The cost for individual Task Orders assigned under this contract will be negotiated and use of a modified cost plus fixed fee or lump sum method of compensation will be determined based on the complexity and scope of engineering and technical services required. No new tasks may be assigned after the above-noted completion date, however, completion of previously assigned work begun prior to the completion date shall be allowed, subject to the written mutual agreement of both parties, which shall include a revised date of completion.

This Agreement (Statewide On-Call Asset Management Services 41239) 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 21, 2017 (approval letter attached).

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

Sincerely,



Victoria F. Sheehan
Commissioner



CAP 17-022

MICHAEL W. KANE, MPA
Legislative Budget Assistant
(603) 271-3161

CHRISTOPHER M. SHEA, MPA
Deputy Legislative Budget Assistant
(603) 271-3161

State of New Hampshire

OFFICE OF LEGISLATIVE BUDGET ASSISTANT
State House, Room 102
Concord, New Hampshire 03301

STEPHEN C. SMITH, CPA
Director, Audit Division
(603) 271-2785

June 21, 2017

Victoria F. Sheehan, Commissioner
Department of Transportation
John O. Morton Building
7 Hazen Drive
Concord, New Hampshire 03302-0483

Dear Commissioner Sheehan,

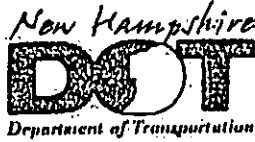
The Capital Budget Overview Committee, pursuant to the provisions of RSA 228:12-a, on June 21, 2017 approved the request of the Department of Transportation, Bureau of Planning and Community Assistance, to use \$2,168,250 of Turnpike Toll Credit, based on the \$10,841,250 estimated cost of all work efforts over the 2 year period to meet funding match requirements for; the proposed Statewide Planning and Research (SPR) Transportation Planning Work Program for 2018-2019, subject to the conditions as specified in the request dated June 5, 2017.

Sincerely,

Michael W. Kane
Legislative Budget Assistant

MWK/pe
Attachment

Cc: William Cass, P.E., Assistant Commissioner, Dept. of Transportation
Bill Watson, Bureau of Planning and Community Assistance, Dept. of Transportation ✓



Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Assistant Commissioner

The Honorable Gene G. Chandler, Chairman
Capital Budget Overview Committee
State House
Concord, New Hampshire 03301

Bureau of Planning and Community Assistance
June 5, 2017

REQUESTED ACTION

Pursuant to the provisions RSA 228:12-a, Use of Toll Credits, the Department requests the Capital Budget Overview Committee approve the Department of Transportation's use of Toll Credits to meet funding match requirements for the proposed Statewide Planning and Research (SPR) Transportation Planning Work Program for 2018-2019. The estimated cost of all work efforts over the 2 year period is \$10,841,250. Based on the estimated cost, the maximum amount of Turnpike Toll Credit needed is \$2,168,250.

EXPLANATION

The Department's SPR Transportation Planning Work Program includes in-house planning activities such as the development of the State's Ten Year Transportation Plan and the federally required four year Statewide Transportation Improvement Program (STIP). The Department also maintains Geographic Information Systems (GIS) mapping data sets to support federally required roadway and bridge inventory reporting, public road mileage, as well as, asset inventories that support the Department's Asset Management Efforts. In addition, funding in the SPR Planning Work Program is set aside for contracts with the nine Regional Planning Commissions (RPCs) in New Hampshire. The RPCs provide transportation planning services for their communities in support of the Ten Year Plan, the STIP and other federally required efforts. Four of the nine Regional Planning Commissions, also known as Metropolitan Planning Organizations (MPOs), have additional federal requirements and dedicated funding just for these efforts. These contracts with the RPCs help the Department meet federal requirements and provide a valuable connection from the Department to the 234 communities within the State to develop transportation priorities and plans in support of the Ten Year Plan.

Funding is from the annual State Planning and Research (SPR) program, a mandated federal program set-aside. Your approval of the above action is respectfully requested.

Sincerely,

A handwritten signature in black ink that reads "Victoria F. Sheehan".

Victoria F. Sheehan
Commissioner

Attachments

DESCRIPTIONS (Continued from Page 1)

**** Workers Comp Information ****

**Coverage A States: AL CA CO CT DC FL GA IL IN KS KY ME MD MA MI MN MO NH NJ NY NC OH OR PA
TN TX UT WA WI**

Coverage C Other States: All States, except ND, WY

Re: CS #170144, Client Contract #71293, End Date: 11/30/2019.

The State is included as additional insured as respects to General Liability policy per written contract or agreement. \$100,000 Self Insured Retention applies to each claim for Professional Liability. Coverage for Professional Liability is provided on a claims made basis.