

CHAIRMAN  
Martin P. Honigberg

COMMISSIONER  
Robert R. Scott

EXECUTIVE DIRECTOR  
Debra A. Howland

STATE OF NEW HAMPSHIRE MAY 27 15 AM 11:21 005



**PUBLIC UTILITIES COMMISSION**  
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Concord, N.H. 03301-2429

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1-800-735-2964

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June 10, 2015

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

Her Excellency and Honorable Councilors:

**REQUESTED ACTION**

Authorize the New Hampshire Public Utilities Commission (Commission) to award grant funds in the amount of \$387,842 to the Town of Bedford, Vendor #177359, to install a geothermal space heating and cooling system at the Town of Bedford library from the date of Governor and Council approval through December 31, 2016. Funding is 100% Renewable Energy Fund (REF), a non-lapsing special fund continually appropriated to the Commission pursuant to RSA 362-F:10.

02-81-81-811010-54540000 Renewable Portfolio Standard 362-F:10

	FY2015	Total
010-081-54540000-073-500579 Grants to Institutions – State	\$387,842.00	\$387,842.00

**EXPLANATION**

Pursuant to RSA 362-F:10, the Commission is charged with administering the Renewable Energy Fund (REF), the purpose of which is to support thermal and electrical renewable energy initiatives. On August 21, 2014, the Commission issued a Request for Proposals (RFP) pursuant to RSA 362-F:10 XI that requires the Commission to issue, on an annual basis, an RFP for renewable energy projects in the commercial and industrial sectors funded by grants from the REF.

The Commission received twenty-seven proposals requesting a total of \$18 million in funds in response to the RFP. The Town of Bedford and six others have been selected to receive a total of \$3,179,699 in this funding round. Attachment A provides additional information on the grant review and award process.

With these funds, the Town of Bedford will install a geothermal heating and cooling system at the Town library to replace the existing heating and cooling system. The Town has had detailed energy audit work performed to identify ways to improve the energy performance and comfort of the library. The town has made significant improvements in the building envelope and now plans to replace the HVAC system. The funds will be used to upgrade the new system to use geothermal energy from a closed loop ground source system. The geothermal energy used will be measured and will be eligible for renewable energy credits.

The grant is contingent on sufficient REF funds being available upon the effective date of the grant agreement. These funds have already been allocated to this RFP round, and are being held in the fund. In the event that the REF funds are insufficient or are no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Martin P. Honigberg  
Chairman

Attachments:  
Agreement with Exhibits  
Bidding Information

## ATTACHMENT A – 2014 GRANT REVIEW PROCESS

The PUC issued a Request for Proposals (RFP) on August 21, 2014 for thermal or electric renewable energy projects in the commercial and industrial sectors, which include non-residential facilities, such as municipal buildings, schools, non-profit institutions, hospitals, universities, and commercial entities, and industrial facilities. The RFP was similar to those issued in previous years. The RFP required that the project create renewable energy certificates, which would be available for use by electricity providers for compliance with the renewable portfolio standard requirements in New Hampshire. Pursuant to RSA 362-F:10, the RFP is funded with monies from the Renewable Energy Fund and issued on an annual basis.

The RFP was circulated electronically to the twenty-five members of the Energy Efficiency and Sustainable Energy Board (EESB Board), thirty regular attendees at EESB Board meetings, additional stakeholders known to have an interest in energy policy and programs, and the NH Municipal Association. The RFP was posted on the PUC website for the full submission period, and it was advertised in the New Hampshire Union Leader on August 25, 26, and 27, 2014. All responses were due by September 19, 2014. The Commission received 27 proposals requesting a total of \$18 million in grant funds for projects with a combined estimated project value of \$60 million.

The PUC employed a two-tier grant review process to evaluate the proposals. The initial review team consisted of four members including Rebecca Ohler (Air Resources Division, DES), Stephen Eckberg (PUC Sustainable Energy Division), and Elizabeth Nixon (PUC Sustainable Energy Division)<sup>1</sup>. The second tier review team consisted of Public Utilities Commissioners, Chairman Martin Honigberg, and Commissioner Robert Scott.

The initial review team scored all proposals using the scoring criteria set forth in the RFP and those requirements set forth in NH Code of Administrative Rules Puc 2508.02 (b) and (c)<sup>2</sup>. The team scored all proposals using the pre-published scoring criteria developing a score for each from 0-120 points. Following the initial scoring, the team interviewed seven (7) applicants. The review team assigned values for the factors outlined in the RFP which resulted in the final scores and proposal ranks.

The initial review team met with the Commissioners to brief them on the committee's recommendations. The Commissioners were provided with project descriptions for those projects recommended for funding and had an opportunity to ask questions of members of the initial review team. The Commissioners approved the review team's recommendations to award grant funds for seven (7) renewable energy projects totaling \$3,179,699.

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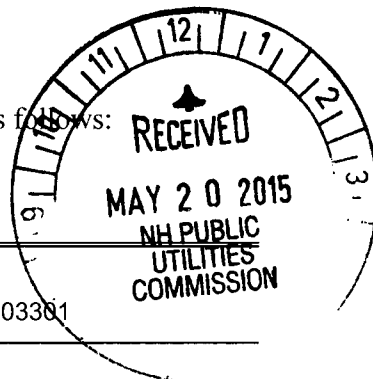
<sup>1</sup> Oversight was provided by Karen Cramton, new Director of the PUC's Sustainable Energy Division beginning January, 7, 2015.

<sup>2</sup> The RFP as issued referenced PUC 2507.03 (b) and (c). Those administrative rules were updated in December 2014, and the new correct reference is to Puc 2508.02 (b) and (c).

<b>Proposed Renewable Energy Project Competitive Grant Awards 2014 RFP</b>								
	<b>Town/City</b>	<b>Technology (Capacity)</b>	<b>Total Project Costs</b>	<b>Proposed Grant Funding</b>	<b>Annual Renewable Energy Credits &amp; Type</b>	<b>Cost Effectiveness (Grant \$ / REC over 10 years)</b>	<b>Contract End Date</b>	
Steels Pond Hydro, Inc.	Antrim	Hydro	\$243,600	\$187,000	2,066 Class IV	\$9.05	6/30/2016	
Milton Town Solar LLC	Milton	Solar PV	\$2,323,027	\$580,757	1,254 Class II	\$48.65	6/30/2016	
Bedford Town Library Geothermal	Bedford	Geothermal	\$888,842	\$387,842	693 Class I T	\$55.97	12/31/2016	
Strafford School SAU 44	Strafford	Biomass Thermal	\$437,800	\$150,000	773 Class I T	\$19.40	12/31/2016	
Medium Solar Project *	New Hampshire	Solar PV	\$2,100,000	\$501,600	860 Class II	\$76.74	6/30/2016	
Large Solar Project *	New Hampshire	Solar PV	\$3,100,000	\$375,000	1,315 Class II	\$28.51	12/31/2016	
Large Solar Project *	New Hampshire	Solar PV	\$3,990,000	\$997,500	1,386 Class II	\$79.37	12/31/2016	
<b>TOTAL</b>			\$13,083,269	\$3,179,699				

\*Project to remain confidential until prepared for presentation to Governor and Council

The State of New Hampshire and the Grantee hereby mutually agree as follows:



GENERAL PROVISIONS

1. Identification and Definitions.

<b>1.1. State Agency Name</b> Public Utilities Commission		<b>1.2. State Agency Address</b> 21 South Fruit St., Concord, NH 03301	
<b>1.3. Grantee Name</b> Town of Bedford		<b>1.4. Grantee Address</b> 24 North Amherst Road, Bedford, NH 03110	
<b>1.5. Effective Date</b> 06/10/2015	<b>1.6 Completion Date</b> 12/31/2016	<b>1.7. Audit Date</b> N/A	<b>1.8. Grant Limitation</b> \$387,842.00
<b>1.9. Grant Officer for State Agency</b> Karen Cramton		<b>1.10. State Agency Telephone No.</b> (608) 271-2431	
<b>1.11. Grantee Signature</b> 		<b>1.12. Name &amp; Title of Grantee Signor</b> Stephen J. Daly, Town Manager	
<b>1.13. Acknowledgment:</b> State of _____, County of _____, on _____ / /, Before the undersigned officer, personally appeared the person identified in block 1.11., known to me (or satisfactorily proven) to be the person whose name is signed in block 1.12., and acknowledged that <u>he</u> executed this document in the capacity indicated in block 1.12.			
<b>1.13.1 Signature of Notary Public or Justice of the Peace</b> (Seal)		<b>DAWN E. BOUFFORD</b> Notary Public - New Hampshire My Commission Expires November 17, 2015	
<b>1.13.2. Name and Title of Notary Public or Justice of the Peace</b>			
<b>1.14. State Agency Signature(s)</b> 		<b>1.15. Name &amp; Title of State Agency Signor(s)</b> Martin P. Honigberg, Chairman	
<b>1.16. Approval by Attorney General (Form, Substance and Execution)</b> By:  Assistant Attorney General, On: 5/20/15			
<b>1.17. Approval by the Governor and Council</b>  On: / /			

2. SCOPE OF WORK: In exchange for grant funds provided by the State of New Hampshire, acting through the agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being hereinafter referred to as "the Project"). Except as otherwise specifically provided for herein, the Grantee shall perform the Project in the State of New Hampshire.

Initials Date 5-20-15

3. EFFECTIVE DATE; COMPLETION OF PROJECT.

- 3.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date in block 1.5 or on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire whichever is later (hereinafter referred to as "the effective date").
- 3.2. Except as otherwise specifically provided for herein, the Project, including all reports required by this Agreement, shall be completed in its entirety prior to the date in block 1.6 (hereinafter referred to as "the Completion Date").
4. GRANT AMOUNT; MANNER OF PAYMENT; LIMITATIONS.
- 4.1. The Grant Amount is identified and more particularly described in EXHIBIT B, attached hereto.
- 4.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT B.
- 4.3. In accordance with the provisions set forth in EXHIBIT B, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 4.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
- 4.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.
- 4.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.

5. SPECIAL CONDITIONS. Modifications to these General Conditions and any additional grant conditions shall be set forth in Exhibit C attached hereto.

6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all applicable statutes, regulations, and orders of federal, state, county, or municipal authorities that impose any legal obligations or duty upon the Grantee, including the acquisition of any and all necessary permits.

7. RECORDS AND ACCOUNTS.

- 7.1. Between the Effective Date and the date seven (7) years after the Completion Date the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
- 7.2. Between the Effective Date and the date seven (7) years after the Completion Date, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these general provisions.

8. PERSONNEL.

- 8.1. The Grantee shall, at its own expense, contract for or provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
- 8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who is a State officer or employee, elected or appointed.
- 8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.

9. DATA; RETENTION OF DATA; ACCESS.

- 9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs or data, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.
- 9.2. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.

9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State, unless otherwise specified in Exhibit C.

10. CONDITIONAL NATURE OF AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.

11. EVENT OF DEFAULT; REMEDIES.

- 11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
- 11.1.1. failure to perform the Project satisfactorily or on schedule; or
- 11.1.2. failure to submit any report required hereunder; or
- 11.1.3. failure to maintain, or permit access to, the records required hereunder; or
- 11.1.4. failure to perform any of the other covenants and conditions of this Agreement.
- 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
- 11.2.1. give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and
- 11.2.2. give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and
- 11.2.3. set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and
- 11.2.4. treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

12. TERMINATION.


- 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.
- 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.
- 12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.
- 12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.

13. CONFLICT OF INTEREST. No representative, officer, member or employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement the Grantee, its employees, and any contractor, subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its representatives, officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, worker's compensation or emoluments provided by the State to its employees.

15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State.

16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses

Initials   
Date 5-20-15

suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or its contractors, subcontractor, or subgrantee or other agent of the Grantee in the performance of the Project. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

17. INSURANCE AND BOND.

17.1. The Grantee shall, at its sole expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:

17.1.1 statutory worker's compensation and employees liability insurance for all employees engaged in the performance of the Project, and

17.1.2 comprehensive general liability insurance for all claims of bodily injuries, death or property damage, in amounts not less than \$2,000,000 for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and

17.2 The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the State. A certificate of insurance demonstrating compliance with subparagraphs 17.1 and 17.2 shall be attached to this Grant Agreement.

18. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure or waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.

19. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.

20. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire.

21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.

22. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

23. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

Initials D  
Date 5-20-15

**EXHIBIT A**  
**SCOPE OF SERVICES**

In exchange for receiving grant funds in the amount of up to \$387,842 from the New Hampshire Public Utilities Commission (PUC), the Town of Bedford (Bedford or Grantee) agrees to install and operate a closed loop geothermal heating and cooling system at the Bedford Town Library located at 3 Meetinghouse Road, Bedford, NH. Specifically, Bedford agrees to:

1. Install and operate a closed loop geothermal heating and cooling system to provide heating and cooling at the Bedford Public Library in Bedford, NH.
2. Maintain the system and system components as recommended by the manufacturer and engineering specifications.
3. Provide the PUC with reports and status updates as specified below in the section regarding "Deliverables."
4. Submit an application to the PUC for the geothermal heating system to become eligible to produce renewable energy certificates (RECs).
5. Market the RECs to electricity providers in New Hampshire for compliance with the state's renewable portfolio standard law, RSA 362-F.
6. Acknowledge the Renewable Energy Fund as a source of funds used for the project in any literature, press release, or public discussion of the project.

Except as otherwise provided in this contract, the requirements set forth in the PUC's Request for Proposals dated August 21, 2014 and Grantee's Proposal received September 19, 2014 are incorporated herein by reference as further defining the scope of services to be rendered by Grantee.

**DELIVERABLES**

The Grantee agrees to prepare and submit written progress reports to the PUC, in a form and manner prescribed by the PUC, and to participate in monthly status update meetings or conference calls prior to the project completion date. The written progress reports shall meet the following specifications:

<b>Report Type</b>	<b>Reporting Period</b>	<b>Due Date</b>	<b>Scope of Report</b>
Progress Report #1	Contract effective date through 12/31/2015	2/1/2016	Project progress, development & construction, significant accomplishments.
Progress Report #2	1/1/2016 – 6/30/2016	8/1/2016	Same as above.
Progress Report #3	6/30/2016 – 10/31/2016	12/1/2016	Same as above.
Annual Report	Calendar Years 2017 +	2/1/yyyy	Use annual report template to report production results and accomplishments.

All written reports submitted after the installation and the new system is operational shall include, at a minimum, the following:

Grantee Initials TD  
Date 5-20-15  
Page 1 of 2



1. The amount of thermal energy (Btu's) in the preceding calendar year;
2. The number of RECs produced during the preceding calendar year; and
3. The number of RECs sold during the preceding calendar year.

Grantee Initials D  
Date 5-20-15  
Page 2 of 2

**EXHIBIT B**

**GRANT AMOUNT, TERMS AND METHODS OF PAYMENT**

1. This grant agreement commences upon approval by Governor and Executive Council and concludes on December 31, 2016.
2. In consideration of the satisfactory performance of the obligations described in Exhibit A as determined by the State, the State agrees to pay an amount not to exceed \$387,842 to Town of Bedford (Grantee), pursuant to the terms and conditions specified in this Exhibit B.
3. Grantee shall not be paid any grant funds under the grant agreement unless and until all of the following have occurred by the target dates specified:

Bedford Public Works Director works with Engineering Consultant to develop final project bid specifications and prepare RFP documents	September 4, 2015
Town issues RFPs to select General Contractor, Geothermal Well, HVAC/Mechanical & Electrical Contractors	October 31, 2015
Town receives satisfactory bids to allow approved project including the geothermal option to move forward or Town will decline grant for geothermal portion of project.	November 30, 2015
Receipt of all state and local permits and approvals required for construction, installation of the project	March 30, 2016
Install Geothermal Wells at site	May 30, 2016

Grantee shall use reasonable best efforts to achieve the milestones and targets in the table above.

4. Grantee's reimbursement requests shall cover only the costs of materials and equipment delivered to the project site and incorporated into or to be incorporated into the project and only labor costs directly related to the design, construction and installation of the project. Grantee's reimbursement requests shall not include the costs of any deposits or prepayments for equipment or materials ordered or procured for the project unless and until such equipment and materials are delivered to the project site and incorporated into or for incorporation into the project.
5. Grantee may submit reimbursement requests to the PUC, with full supporting documentation, as obligations described in Exhibit A have been met and subject to the conditions stated in paragraphs 3 and 4 above. Reimbursement requests shall be submitted not more frequently than once per month. The amount of \$40,000 will be retained until the project is complete and shall be paid to Grantee only when each of the following has occurred:
  - (i) the project has been fully constructed and installed,
  - (ii) the project has been fully commissioned and is in operation,

Grantee Initials   D  

Date   5-20-15  

Page 1 of 2

(iii) Grantee has submitted a complete application to the PUC for certification of eligibility of the project to produce Class I Thermal RECs.

Grantee shall be responsible for any project expenses incurred that exceed the total grant amount or are not eligible for reimbursement under this Exhibit B.

6. Each reimbursement request shall provide a detailed listing of project expenses incurred with supporting documentation. Grantee shall document all project expenditures for which reimbursement is requested with appropriate back-up documentation, including, but not limited to, receipts, invoices, bills, and other similar documents for all vendors, contractors, and subcontractors. This includes expenses incurred by subcontractors employed on construction projects funded through the grant. At a minimum, receipts must be provided documenting labor cost, equipment cost, material cost, site work, engineering and permitting fees, and capital expenditures for all vendors, contractors and subcontractors.
7. Reimbursement requests shall be reviewed for compliance with the scope of services set forth in Exhibit A, and the reimbursement terms and conditions of this Exhibit B, and approved by the Director of the Sustainable Energy Division or her designee.
8. Grantee agrees to provide economic data, to the extent possible, for activity performed during construction and operation of the project and after completion of the project. Such data shall include the total jobs created as a result of the development and operation of the project.
9. The State agrees to make payment to the Grantee within 30 days after the approval of reimbursement requests submitted in compliance with this Exhibit B and the grant agreement General Provisions.
10. All obligations of the State under the grant agreement, including the continuance of any payments, are contingent on the availability of funds derived from the Renewable Energy Fund established and existing pursuant to RSA 362-F:10.

Grantee Initials AD  
Date 5-20-15  
Page 2 of 2

**EXHIBIT C**

**SPECIAL PROVISIONS**

1. In lieu of the insurance requirements set forth in Paragraph 17.1.2 of the General Provisions, the Commission will accept comprehensive general liability insurance in the following amounts:

\$5,000,000 for each occurrence

\$5,000,000 for general aggregate

\$5,000,000 automobile liability combined single limit (each accident)

\$5,000,000 automobile liability in the aggregate



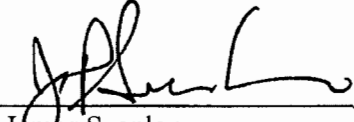
**Town of Bedford, New Hampshire  
CERTIFICATE OF AUTHORITY  
May 1, 2015**

I, James Scanlon, Chairman of the Town Council of Bedford, New Hampshire, hereby certify that Stephen J. Daly, Town Manager, is duly authorized to sign and enter into a grant agreement with the Public Utilities Commission of the State of New Hampshire for and on behalf of the Town of Bedford, and, further, hereby authorize Stephen J. Daly to execute any and all contracts and agreements related to the Public Utilities Commission grant funding for the purchase and installation of a geothermal HVAC system at the Bedford Public Library.

I further attest that such authority has not been repealed, rescinded, or amended as of the date hereof.

A True Copy of the Record,

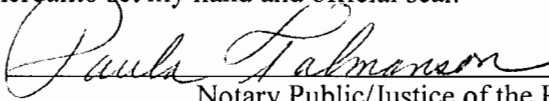
ATTEST:

  
\_\_\_\_\_  
James Scanlon  
Chairman, Bedford Town Council

State: New Hampshire  
County: Hillsborough

On this 1 day of May, 2015, before me, Paula Talmanson, the undersigned officer, personally appeared Jim Scanlon, known to me to be the person whose name is signed on the foregoing document and acknowledged to me that he signed voluntarily for its stated purpose and that it was his free act and deed.

In witness thereof, I hereunto set my hand and official seal.

  
\_\_\_\_\_  
Notary Public/Justice of the Peace  
PAULA TALMANSON  
Justice of the Peace - New Hampshire  
My Commission Expires April 23, 2019

Commission Expires: \_\_\_\_\_



## 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 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> Town of Bedford 24 North Amherst Road Bedford, NH 03110		<b>Member Number:</b> 116	<b>Company Affording Coverage:</b> NH Public Risk Management Exchange - Primex <sup>3</sup> Bow Brook Place 46 Donovan Street Concord, NH 03301-2624		
Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply, If Not:		
<input checked="" type="checkbox"/> <b>General Liability (Occurrence Form)</b> <b>Professional Liability (describe)</b> <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence	1/1/2015	1/1/2016	Each Occurrence	\$ 5,000,000	
			General Aggregate	\$ 5,000,000	
			Fire Damage (Any one fire)		
			Med Exp (Any one person)		
<input checked="" type="checkbox"/> <b>Automobile Liability</b> Deductible    Comp and Coll: \$1,000  <input type="checkbox"/> Any auto	1/1/2015	1/1/2016	Combined Single Limit (Each Accident)	\$5,000,000	
			Aggregate	\$5,000,000	
<input checked="" type="checkbox"/> <b>Workers' Compensation &amp; Employers' Liability</b>	1/1/2015	1/1/2016	<input checked="" type="checkbox"/> Statutory		
			Each Accident	\$2,000,000	
			Disease - Each Employee	\$2,000,000	
			Disease - Policy Limit		
<input checked="" type="checkbox"/> <b>Property (Special Risk includes Fire and Theft)</b>	1/1/2015	1/1/2016	Blanket Limit, Replacement Cost (unless otherwise stated)	Deductible: \$1,000	
<b>Description:</b> 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>
NH Public Utilities Commission 21 S Fruit St #10 Concord, NH 03301			<b>By:</b> <i>Tammy Denver</i>
			<b>Date:</b> 4/22/2015    tdenver@nhprimex.org  Please direct inquires to: <b>Primex<sup>3</sup> Claims/Coverage Services</b> 603-225-2841 phone 603-228-3833 fax