



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



6/8/20 12:49 DAS  
led sam

Victoria F. Sheehan  
Commissioner

William Cass, P.E.  
Assistant Commissioner

Bureau of Bridge Design  
May 7, 2020

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

**REQUESTED ACTION**

Authorize the Department of Transportation to amend Contract #5000576 with Vanasse Hangen Brustlin, Inc., Vendor #174584, to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington, by **retroactively** extending the completion date from May 31, 2020 to December 31, 2020, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on August 26, 2015, Item #30. Time extension only, no new funding.

**EXPLANATION**

This item is **retroactive** because the circumstances that contribute to the time extension, the COVID-19 pandemic, were unforeseen. The stay at home order has hindered public participation and negatively impacted completion of the project's public outreach for Section 106 Consultation prior to May 31, 2020.

On August 26, 2015, the Governor and Council authorized the subject engineering and environmental services Agreement (Item #30; copy of Resolution attached) in the amount of \$291,531.41 to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge (Br. No. 200/023) carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington. This 1930's 9-span structure (6 steel deck truss approach spans and a 3-span steel through-truss deck arch) has a total length of 1,585 feet. It has been on the Red List since 1990 and is currently closed to all traffic due to its deteriorated condition. This project is currently included in the State's Ten-Year Transportation Improvement Plan (Newington-Dover, 11238S).

On June 6, 2018, the Governor and Council authorized a fee increase and time extension amendment to the Agreement (Item #53; copy of Resolution attached) in the amount of \$754,310.22 (from \$291,531.41 to \$1,045,841.63) for the expanded scope of work for the Type, Size and Location (TS&L) evaluation and environmental coordination for the General Sullivan Bridge. The completion date was amended from December 31, 2018 to June 30, 2019.

There were two earlier and two subsequent time extension amendments. The first time extension amendment extended the original completion date of December 31, 2016 to December 31, 2017, and was approved by Governor and Council on December 21, 2016 (Item #5H; copy of Resolution attached). The second time extension amendment extended the completion date to December 31, 2018, and was approved by Governor and Council on October 25, 2017 (Item #5A; copy of Resolution attached). The fourth time extension amendment extended the completion date to December 31, 2019,

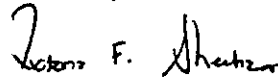
and was approved by Governor and Council on June 5, 2019 (Item #5D; copy of Resolution attached). The fifth time extension amendment extended the completion date to May 31, 2020, and was approved by Governor and Council on December 18, 2019 (Item #5M; copy of Resolution attached).

The purpose of this time extension amendment is to allow the consultant sufficient time to complete the public outreach for the Section 106 Consultation and issue a Supplemental Environmental Impact Statement (SEIS). Of the previously-amended \$1,045,841.63 amount for this contract, there is a balance of approximately \$189,500.00 remaining (100% Turnpike Funds).

This amended Agreement has been approved by the Attorney General as to form and execution. Copies of the fully-executed amended Agreement are on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

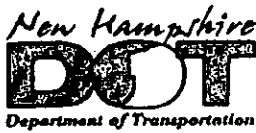
It is respectfully requested that authority be given to amend this Agreement for consulting services as outlined above.

Sincerely,



Victoria F. Sheehan  
Commissioner

Attachments



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

NEWINGTON-DOVER
11238S (Part B)
General Sullivan Bridge
Time Extension Amendment #6
(Agreement Dated July 15, 2015,
Contract No. 5000576)

Bureau of Highway Design
Room 200 (CMF)
Tel. (603) 271-2171
Fax: (603) 271-7025

May 7, 2020

Mr. Peter J. Walker
Project Manager
Vanasse Hangen Brustlin, Inc.
2 Bedford Farms Drive, Suite 200
Bedford, NH 03110-6532

Dear Mr. Walker:

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

Table with 2 columns: Original Completion Date, Amended to. Rows include dates from December 31, 2016 to December 31, 2020.

This no-additional-cost change order for the extension is as requested by your letter dated April 16, 2020.

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

Sincerely,

[Handwritten signature of Keith A. Cota]

Keith A. Cota, P.E.
Chief Project Manager

Approved:

[Handwritten signature of Peter E. Stamnas]

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

We concur in the above Amendment.

VANASSE HANGEN BRUSTLIN, INC.

By: [Handwritten signature of Matt F. Kennedy]

Title: [Handwritten signature: Senior Principal]

KAC/wjh
Attachments

s:\highway-design\towns\newington\11238-s\part b agreement\letters\time extension #6\vhb 05-07-20 tel #6.docx

**AGREEMENT AMENDMENT**

**NEWINGTON-DOVER, 11238S (PART B)**

**VANASSE HANGEN BRUSTLIN, 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: *J. Danian*

Dated: 5/8/2020

CONSULTANT

By: *M. S. Kennedy*

SENIOR PRINCIPAL (Title)

Dated: 5/8/2020

**Department of Transportation**

WITNESS TO THE STATE OF NEW HAMPSHIRE

By: *[Signature]*

Dated: May 13, 2020

THE STATE OF NEW HAMPSHIRE

By: *[Signature]*  
Director of Project Development

For: DOT COMMISSIONER  
Dated: May 13, 2020

**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: 6/14/2020

By: *[Signature]*  
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

***VANASSE HANGEN BRUSTLIN, INC.***

**Certificate of Vote**

**NEWINGTON-DOVER  
11238S (PART B)  
General Sullivan Bridge**

I, Robert M. Dubinsky, hereby certify that I am the duly elected Clerk of Vanasse Hangen Brustlin, Inc.

I hereby certify the following is a true copy of Vote taken at a meeting of the Board of Directors of the Corporation, duly called and held on January 29, 2020, at which a quorum of the Board was present and voting.

**VOTED:**

*That Martin F. Kennedy is Senior Principal for Vanasse Hangen Brustlin, Inc. and is hereby authorized to execute professional services contracts, proposals and amendments in the name and behalf of Vanasse Hangen Brustlin, Inc., and affix its corporate seal thereto; and such execution of any professional service contract, proposal or amendment in this company's name on its behalf under seal of the company, shall be valid and binding upon this company.*

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of this date, and that Martin F. Kennedy is Senior Principal for this Corporation.

ATTEST:

Date: May 8, 2020



Clerk

(Corporate Seal)



# 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 VANASSE HANGEN BRUSTLIN, INC. is a Massachusetts Profit Corporation registered to transact business in New Hampshire on December 11, 1986. 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: 104275

Certificate Number: 0004892977



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 15th day of April A.D. 2020.

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)  
05/08/2020

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 have ADDITIONAL INSURED provisions or 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).

<b>PRODUCER</b> 781-245-5400 Poole Professional B&B of MA 107 Audubon Rd, #2, Ste 305 Wakefield, MA 01880 Christopher A. Poole	<b>CONTACT NAME:</b> Christopher A. Poole	
	<b>PHONE (A/C, No, Ext):</b> 781-245-5400	<b>FAX (A/C, No):</b> 781-245-5463
<b>E-MAIL ADDRESS:</b>		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A:</b> Transportation Insurance Co		20494
<b>INSURER B:</b> Safety Insurance Company		39454
<b>INSURER C:</b> Continental Casualty Company		20443
<b>INSURER D:</b> XL Specialty Insurance Company		37885
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**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 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 <input checked="" type="checkbox"/> Blanket Waiver GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	X	6018141932 NO DEDUCTIBLE XCU COVERAGE INCL	05/01/2020	05/01/2021	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 Val Paper \$ 1,500,000
C	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> 1501873 MA <input checked="" type="checkbox"/> Safety NOH	X	X	6018203376	05/01/2020	05/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical Expense \$ 5,000
C	<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 \$ 10,000	X	X	6018203362 FOLLOWS FORM	05/01/2020	05/01/2021	EACH OCCURRENCE \$ 14,000,000 AGGREGATE \$ 14,000,000
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	6017185236 ALL STATES LONGSHORE/HA	05/01/2020	05/01/2021	<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	<input checked="" type="checkbox"/> Arch Eng Prof Liab <input checked="" type="checkbox"/> Incl Pollution Liab			DPR9945121 FULL PRIOR ACTS	07/19/2019	07/19/2020	Per Claim \$ 5,000,000 Aggregate \$ 5,000,000


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

PL Deductible: \$50,000

See Attachment

### CERTIFICATE HOLDER

### CANCELLATION

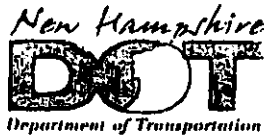
NHDOT-1  New Hampshire Department of Transportation John O. Morton Building 7 Hazen Drive, P.O. Box 483 Concord, NH 03302-0483	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**NOTEPAD:**HOLDER CODE NHDOT-1  
INSURED'S NAME Vanasse Hangen Brustlin Inc.VANAS-1  
OP ID: CLPAGE 2  
Date 05/08/2020

RE: PROJECT(S): Statewide On-Call Hwy Design, 26922-Newington-Dover, 11238S Part A-Statewide On-Call Br. Design, 26433-Manchester, 16099 Part B-Statewide On-Call Water Quality Service, 41454-Statewide On-Call Hwy Design, 41329-Statewide On-Call Air Quality and Noise, 41305-Jaffrey X-A003(234), 16037-Statewide On-Call Hwy Design, 41883-Statewide On-Call Br. Design, 41341, Newington-Dover-11238S Part B-General Sullivan Bridge

The State of New Hampshire Department of Transportation is included as additional insureds per written contract on the general, auto and umbrella liability policies subject to same terms and conditions. Coverage is primary and non-contributory. Waiver of subrogation applies in favor of additional insured. 30 day notice of cancellation except 10 day notice for non-payment of premium.





Victoria F. Sheehan  
Commissioner

THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION

G+C # 5M  
Date 12/18/19



William Cass, P.E.  
Assistant Commissioner  
Bureau of Bridge Design  
October 21, 2019

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

**REQUESTED ACTION**

The Department of Transportation requests placing this item on the Consent Calendar.

Authorize the Department of Transportation to amend Contract #5000576 with Vanasse Hangen Brustlin, Inc., Vendor #174584, to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington, by extending the completion date from December 31, 2019 to May 31, 2020, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on August 26, 2015, Item #30. Time extension only, no new funding.

**EXPLANATION**

On August 26, 2015, the Governor and Council authorized the subject engineering and environmental services Agreement (Item #30; copy of Resolution attached) in the amount of \$291,531.41 to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge (Br. No. 200/023) carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington. This 1930's 9-span structure (6 steel deck truss approach spans and a 3-span steel through-truss deck arch) has a total length of 1,585 feet. It has been on the Red List since 1990 and is currently closed to all traffic due to its deteriorated condition. This project is currently included in the State's Ten-Year Transportation Improvement Plan (Newington-Dover, 11238S).

On June 6, 2018, the Governor and Council authorized a fee increase and time extension amendment to the Agreement (Item #53; copy of Resolution attached) in the amount of \$754,310.22 (from \$291,531.41 to \$1,045,841.63) for the expanded scope of work for the Type, Size and Location (TS&L) evaluation and environmental coordination for the General Sullivan Bridge. The completion date was amended from December 31, 2018 to June 30, 2019.

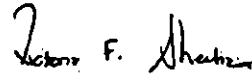
There were two earlier and one subsequent time extension amendments. The first time extension amendment extended the original completion date of December 31, 2016 to December 31, 2017, and was approved by Governor and Council on December 21, 2016 (Item #5H; copy of Resolution attached). The second time extension amendment extended the completion date to December 31, 2018, and was approved by Governor and Council on October 25, 2017 (Item #5A; copy of Resolution attached). The fourth time extension amendment extended the completion date to December 31, 2019, and was approved by Governor and Council on June 5, 2019 (Item #5D; copy of Resolution attached).

The purpose of this time extension amendment is to allow the consultant sufficient time to complete the Section 106 Consultation and issue a Supplemental Environmental Impact Statement (SEIS). Of the previously-amended \$1,045,841.63 amount for this contract, there is a balance of approximately \$286,500.00 remaining (100% Turnpike Funds).

This amended Agreement has been approved by the Attorney General as to form and execution. Copies of the fully-executed amended Agreement are on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

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

Sincerely,



Victoria F. Sheehan  
Commissioner

Attachments



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

NEWINGTON-DOVER
11238S (Part B)
General Sullivan Bridge
Time Extension Amendment #5
(Agreement Dated July 15, 2015,
Contract No. 5000576)

Bureau of Highway Design
Room 200 (CMF)
Tel. (603) 271-2171
Fax: (603) 271-7025

October 17, 2019

Mr. Peter J. Walker
Project Manager
Vanasse Hangen Brustlin, Inc.
2 Bedford Farms Drive, Suite 200
Bedford, NH 03110-6532

Dear Mr. Walker:

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

Table with 2 columns: Description of amendment and Date. Rows include Original Completion Date (December 31, 2016), Amended to (December 31, 2017), Amended to (December 31, 2018), Amended to (June 30, 2019), Amended to (December 31, 2019), and By this letter, amended to (May 31, 2020).

This no-additional-cost change order for the extension is as requested by your letter dated September 26, 2019.

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

Sincerely,

Handwritten signature of Keith A. Cota
Keith A. Cota, P.E.
Chief Project Manager

Approved:

Handwritten signature of Peter E. Stamnas
Peter E. Stamnas, P.E.
Director of Project Development

We concur in the above Amendment.

VANASSE HANGEN BRUSTLIN, INC.

By: Handwritten signature of Robin Boush

Title: Handwritten signature of Managing Director

KAC/wjh
Attachments

s:\highway-design\towns\newington\11238-s\part b agreement\letters\time extension #4\vhb 10-17-19 tel5.docx

**AGREEMENT AMENDMENT**

**NEWINGTON-DOVER, 11238S (PART B)**

**VANASSE HANGEN BRUSTLIN, 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: *Luis Benitez*

Dated: 11/08/19

CONSULTANT

By: *Gabriel Benitez*

Managing Director (Title)  
Dated: 10/29/19

**Department of Transportation**

WITNESS TO THE STATE OF NEW HAMPSHIRE

By: *Phillip Jewlaky*

Dated: November 4, 2019

THE STATE OF NEW HAMPSHIRE

By: *[Signature]*

Director of Project Development  
For DOT COMMISSIONER  
Dated: November 4, 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: 11/27/19

By: *Alvin B. Greenstein*  
Assistant Attorney General

**Secretary of State**

This is to certify that the GOVERNOR AND COUNCIL on DEC 18 2019 approved this amended AGREEMENT.

Dated: DEC 18 2019

Attest: *[Signature]*  
By: *[Signature]*

**DEPUTY SECRETARY OF STATE**

**VANASSE HANGEN BRUSTLIN, INC.**

**Certificate of Vote**

**Newington-Dover  
11238S (Part B)  
General Sullivan Bridge**

I, Robert M. Dubinsky, hereby certify that I am the duly elected Clerk of Vanasse Hangen Brustlin, Inc.

I hereby certify the following is a true copy of Vote taken at a meeting of the Board of Directors of the Corporation, duly called and held on February 6, 2019, at which a quorum of the Board was present and voting.

**VOTED:**

*That Robin Bousa is Managing Director for Vanasse Hangen Brustlin, Inc. and is hereby authorized to execute professional services contracts, proposals and amendments in the name and behalf of Vanasse Hangen Brustlin, Inc., and affix its corporate seal thereto; and such execution of any professional service contract, proposal or amendment in this company's name on its behalf under seal of the company, shall be valid and binding upon this company.*

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of this date, and that Robin Bousa is Managing Director for this Corporation.

ATTEST:

Date: October 28, 2019



**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 VANASSE HANGEN BRUSTLIN, INC. is a Massachusetts Profit Corporation registered to transact business in New Hampshire on December 11, 1986. 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: 104275

Certificate Number : 0004485580



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 2nd 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

OP ID: CL

DATE (MM/DD/YYYY)  
10/29/2019

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).

<b>PRODUCER</b> Poole Professional Ltd. 107 Audubon Rd. #2, Ste. 305 Wakefield, MA 01880 Christopher A. Poole	<b>CONTACT NAME:</b> PHONE (A.C. No. Ext): FAX (A.C. No.):		
	<b>ADDRESS:</b> PRODUCER CUSTOMER ID #: <b>VANAS-1</b>		
<b>INSURED</b> Vanasse Hangen Brustlin, Inc.; VHB Eng, Surveying, Landscape Arch. & Geology P.C.; Vanasse Hangen Brustlin, LLC, VHB Eng., NC, PC, VHB Metro DC, LLC P. O. Box 9151 Watertown, MA 02471	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Valley Forge Insurance Company		20508
	<b>INSURER B:</b> Safety Insurance Company		39464
	<b>INSURER C:</b> Continental Casualty Company		20443
	<b>INSURER D:</b> XL Specialty Insurance Company		37885
	<b>INSURER E:</b> <b>INSURER F:</b>		

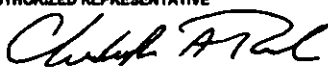
**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

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.

INSUR LTR	TYPE OF INSURANCE	ADDITIONAL INSUR	INSUR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS					
A	<input checked="" type="checkbox"/> <b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contract. Liab. <input checked="" type="checkbox"/> Blanket Waiver GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X	X	6018141932	05/01/2019	05/01/2020	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 - COMPROP AGG \$ 2,000,000 Val Paper \$ 1,500,000					
					NO DEDUCTIBLE XCO COVERAGE INCL.							
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS	X	X	6018203376-NO DED	05/01/2019	05/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$					
	<input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						1501873-MASS AUTO NO DED MA AUTO INCLDS NOH	06/13/2019 06/13/2020	BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ Medical Expense \$ 5,000			
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	X	X	6018203362 FOLLOW FORM	05/01/2019	05/01/2020	EACH OCCURRENCE \$ 14,000,000 AGGREGATE \$ 14,000,000					
A	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	X	6017185238	05/01/2019	05/01/2020	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000					
D	<input checked="" type="checkbox"/> Arch Eng Prof Liab <input checked="" type="checkbox"/> incl Pollution Liab			DPR9945121	07/19/2019	07/19/2020	Per Claim 5,000,000 Aggregate 5,000,000					
					FULL PRIOR ACTS							

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

RE: Newington-Doyer, General Sullivan Bridge, 11238-S (Part B)  
 Deductible for the Professional Liability/Arch./Engr.E&O: \$50,000.00  
 See Attachment

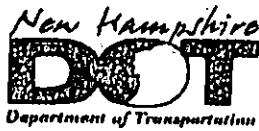
<b>CERTIFICATE HOLDER</b>  NHDOT-1  New Hampshire Department of Transportation John O. Morton Building 1 Hazen Drive, P.O. Box 483 Concord, NH 03301-0483	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**NOTEPAD:**HOLDER CODE NHDOT-1  
INSURED'S NAME Vanasse Hangen Brustlin, Inc.;VANAS-1  
OP ID: CLPAGE 2  
Date 10/29/2019**RE: Newington-Dover, General Sullivan Bridge, 11238-8 (Part B)**

New Hampshire Department of Transportation is included as additional insureds per written contract on the general, auto and umbrella liability policies subject to same terms and conditions. Coverage is primary and non-contributory. Waiver of subrogation applies in favor of additional insured. 30 day notice of cancellation except 10 day notice for non-payment of premium.





Victoria F. Sheehan  
Commissioner

THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION

G+C # 5D  
Date 6-5-19



William Cass, P.E.  
Assistant Commissioner  
Bureau of Bridge Design  
April 15, 2019

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

REQUESTED ACTION

The Department of Transportation requests placing this item on the Consent Calendar.

Authorize the Department of Transportation to amend Contract #5000576 with Vanasse Hangen Brustlin, Inc., Vendor #174584, to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington, by extending the completion date from June 30, 2019 to December 31, 2019, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on August 26, 2015, Item #30. Time extension only, no new funding.

EXPLANATION

On August 26, 2015, the Governor and Council authorized the subject engineering and environmental services Agreement (Item #30; copy of Resolution attached) in the amount of \$291,531.41 to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge (Br. No. 200/023) carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington. This 1930's 9-span structure (6 steel deck truss approach spans and a 3-span steel through-truss deck arch) has a total length of 1,585 feet. It has been on the Red List since 1990 and is currently closed to all traffic due to its deteriorated condition. This project is currently included in the State's Ten-Year Transportation Improvement Plan (Newington-Dover, 11238S).

On June 6, 2018, the Governor and Council authorized a fee increase and time extension amendment to the Agreement (Item #53; copy of Resolution attached) in the amount of \$754,310.22 (from \$291,531.41 to \$1,045,841.63) for the expanded scope of work for the Type, Size and Location (TS&L) evaluation and environmental coordination for the General Sullivan Bridge. The completion date was amended from December 31, 2018 to June 30, 2019.

There were two earlier time extension amendments. The first time extension amendment extended the original completion date of December 31, 2016 to December 31, 2017, and was approved by Governor and Council on December 21, 2016 (Item #5H; copy of Resolution attached). The second time extension amendment extended the completion date to December 31, 2018, and was approved by Governor and Council on October 25, 2017 (Item #5A; copy of Resolution attached).

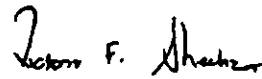
The purpose of this time extension amendment is to allow the consultant sufficient time to complete the Section 106 Consultation and issue a Supplemental Environmental Impact Statement (SEIS). Target dates for project milestones consist of presentation of draft SEIS in June/July 2019 with final SEIS in

August/September 2019. Of the previously-amended \$1,045,841.63 amount for this contract, there is a balance of approximately \$420,000.00 remaining (100% Turnpike Funds).

This amended Agreement has been approved by the Attorney General as to form and execution. Copies of the fully-executed amended Agreement are on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

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

Sincerely,



Victoria F. Sheehan  
Commissioner

Attachments

June 6, 2018 #53



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan  
Commissioner

William Cass, P.E.  
Assistant Commissioner

Bureau of Bridge Design  
March 29, 2018

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

**REQUESTED ACTION**

1. Authorize the Department of Transportation to amend Contract #5000576, with Vanasse Hangen Brustlin, Inc., Bedford, NH, Vendor #174584, to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington, by increasing the total amount payable by \$754,310.22 (from \$291,531.41 to \$1,045,841.63) for additional design services that were not anticipated in the original scope of work, effective upon Governor and Council approval. 100% Turnpike Funds.

Funds to support this request are available in the following account in State FY 2018 and FY 2019, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified:

	<u>FY 2018</u>	<u>FY 2019</u>
04-96-96-961017-7514 Spaulding Turnpike Expansion 046-500463 Eng Consultants Non-Benefits	\$70,000.00	\$684,310.22

2. Further, authorize to amend the contract's completion date from December 31, 2018 to June 30, 2019, effective upon Governor and Council approval.

**EXPLANATION**

On August 26, 2015, the Governor and Council authorized the subject engineering and environmental services Agreement (Item #30; copy of Resolution attached) in the amount of \$291,531.41 to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge (Br. No. 200/023) carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington. This 1930's 9-span structure (6 steel deck truss approach spans and a 3-span steel through-truss deck arch) has a total length of 1,585 feet. It has been on the Red List since 1990 and is currently limited to only pedestrian and bicycle traffic. This project is currently included in the State's Ten-Year Transportation Improvement Plan (Newington-Dover, 11238S).

This amendment to the Agreement involves the expanded scope of work for the Type, Size and Location (TS&L) evaluation and environmental coordination for the General Sullivan Bridge. The preliminary TS&L and life cycle cost analysis completed to date have concluded that there is a need to formally re-evaluate the commitments made under the original Newington-Dover, 11238 environmental documentation for the bridge rehabilitation undertaken in a Final Environmental Impact Statement (FEIS) as required by the National Environmental Policy Act of 1969 (NEPA). On August 17, 2017, the Department requested through the Federal Highway Administration (FHWA) to re-open the NEPA process and re-evaluate the reasonable range of alternatives, beyond the rehabilitation alternative, included in the original FEIS. In discussions with FHWA, the re-evaluation process was refined to include only the preparation of a supplemental EIS relative to the rehabilitation of the General Sullivan Bridge in compliance with 23 CFR 771.130. This process requires:

- Coordination with participating agencies and consulting parties,
- Re-evaluation of the area of potential effect for historic resources,
- New alternative screening,

- Constructability reviews,
- Environmental impact evaluations,
- Public outreach, and
- Formal development of a Supplemental EIS (SEIS) and Federal Record of Decision (ROD) consistent with NEPA requirements.

While limited scope was included within Part "B" agreement to address this work, the effort exceeds the original scope and budget. This supplemental contract fee addresses the scope to support and produce the SEIS to address pedestrian and bicycle access and including:

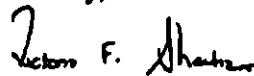
- Update of the shoreland and water resource mapping,
- Update of the 2005 cultural resource surveys and project area form,
- Hazardous materials site characterization,
- Pedestrian and bicycle counts (for the spring/summer of 2018),
- Development of alternatives (expanded TS&L),
- Constructability review,
- Update of impact assessments based upon the preferred alternative,
- Public outreach,
- Development of the draft EIS (with a Section 4(f) evaluation pursuant to the US Department of Transportation Act of 1966), final SEIS and supplemental ROD, and
- A supplemental safety inspection of the General Sullivan Bridge due to its continual deterioration.

Also included in this amendment is an extension of the contract's previously-amended completion dates to allow the consultant sufficient time to complete the additional work for the preliminary design phase of this project. The first time extension amendment extended the original completion date of December 31, 2016 to December 31, 2017, and was approved by Governor and Council on December 21, 2016, Item #5H. The second time extension amendment extended the completion date to December 31, 2018, and was approved by Governor and Council on October 25, 2017, Item #5A.

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

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

G+C # 5A  
Date 10-25-17

WILLIAM CASS, P.E.  
ASSISTANT COMMISSIONER

Bureau of Bridge Design  
September 11, 2017

REQUESTED ACTION

The Department of Transportation requests placing this item on the Consent Calendar.

Authorize the Department of Transportation to amend an agreement with Vanasse Hangen Brustlin, Inc., Vendor #174584, to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington, by extending the completion date from December 31, 2017 to December 31, 2018, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on August 26, 2015, Item #30. Time extension only, no new funding.

EXPLANATION

The purpose of this engineering and environmental consultant services Agreement is to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge (Br. No. 200/023) carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington. This 1930's 9-span structure (6 steel deck truss approach spans and a 3-span steel through-truss deck arch) has a total length of 1,585 feet. It has been on the Red List since 1990 and is currently limited to only pedestrian and bicycle traffic, with Span 7 having a load limit capacity of only 12 persons. This project's engineering phase is currently included in the State's Ten-Year Transportation Improvement Plan (Newington-Dover 112385).

This amendment to the Agreement is to extend the contract's previously-amended completion date to allow the consultant sufficient time to reassess the environmental commitments under Section 106, collaborate with project stakeholders, seek adjustments to Section 4(f), and complete the preliminary design phase of this project. Of the original \$291,531.41 amount for this contract, there is a balance of approximately \$107,000 remaining (100% Turnpike Funds). The previous time extension amendment extended the original completion date of December 31, 2016 to December 31, 2017, and was approved by Governor and Council on December 21, 2016, Item #5H.

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

DECEMBER 21, 2016



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



5H

VICTORIA F. SHEEHAN  
COMMISSIONER

WILLIAM CASS, P.E.  
ASSISTANT COMMISSIONER

Bureau of Bridge Design  
November 15, 2016

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

**REQUESTED ACTION**

The Department of Transportation requests placing this item on the Consent Calendar.

Authorize the Department of Transportation to amend an agreement with Vanassa Hagen Brustlin, Inc., Vendor #174584, to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington, by extending the completion date from December 31, 2016 to December 31, 2017, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on August 26, 2015, Item #10. Time extension only, no new funding.

**EXPLANATION**

The purpose of this engineering and environmental consultant services Agreement is to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge (Br. No. 200/023) carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington. This 1930's 9-span structure (6 steel deck truss approach spans and a 3-span steel through-truss deck arch) has a total length of 1,585 feet. It has been on the Red List since 1990 and is currently limited to only pedestrian and bicycle traffic, with Span 7 having a load limit capacity of only 12 persons. This project's engineering phase is currently included in the State's Ten-Year Transportation Improvement Plan (Newington-Dover 112385).

This amendment to the Agreement is to extend the contract's original completion date to allow the consultant sufficient time to collaborate with project stakeholders and accommodate potential National Historic Preservation Act Section 106 efforts in order to complete the preliminary design phase of this project. Of the original \$291,531.41 amount for this contract, there is a balance of approximately \$139,500 remaining (100% Turnpike Funds).

This amended Agreement has been approved by the Attorney General as to form and execution. Copies of the fully-executed amended Agreement are on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

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

Sincerely,

Victoria F. Sheehan  
Commissioner

August 26, 2015



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



30

WILLIAM CASS, P.E.  
ASSISTANT COMMISSIONER

Bureau of Bridge Design  
July 14, 2015

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

**REQUESTED ACTION**

Authorize the Department of Transportation to enter into an Agreement with Vanasse Hangen Brustlin, Inc., Vendor #174584, for a total amount not to exceed \$291,531.41, to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington, effective upon Governor and Council approval, through December 31, 2016. 100% Turnpike Funds.

Funds to support this request are anticipated to be available in the following accounts in State FY 2016 and State FY 2017 upon the availability and continued appropriation of funds in the future operating budget, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified:

	<u>FY 2016</u>	<u>FY 2017</u>
04-96-96-961017-7514 Spaulding Turnpike Expansion		
046-500463 Eng Consultants Non-Benefits	\$200,000.00	\$91,531.41

**EXPLANATION**

The Department requires professional engineering services to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge (Br. No. 200/023) carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington. This 1930's 9-span structure (6 steel deck truss approach spans and a 3-span steel through-truss deck arch) has a total length of 1,585 feet. It has been on the Red List since 1990 and is currently limited to only pedestrian and bicycle traffic, with Span 7 having a load limit capacity of only 12 persons. This project is currently included in the State's Ten-Year Transportation Improvement Plan (Newington - Dover 11238S).

On November 20, 2013, the Governor and Council authorized the Part A Agreement (Item #122 copy attached) for the In-depth Structural Inspection and Bridge Load Rating of the General Sullivan Bridge (Br. No. 200/023) carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington. The Department reserved the right to either negotiate a scope and fee for the Part B preliminary design services or terminate the contract. Since the firm of Vanasse Hangen Brustlin, Inc. satisfactorily completed the Part A (inspection and rating) services for this project, the Department proposes to continue with this firm to perform the Part B (preliminary design) effort. The Department reserves the right to either negotiate a scope and fee for Part C (final design), or terminate the contract with Vanasse Hangen Brustlin, Inc.


The Part B preliminary design services include developing cost analyses for both capital costs and long-term maintenance costs for the proposed bridge rehabilitation option and a possible bridge replacement option that maintain the current pedestrian/recreational crossing; completing all environmental efforts for documentation needed to comply with the National Environmental Policy Act (NEPA), including Cultural Resource investigations in accordance with Section 106 of the National Historic Preservation Act, and the identification of any permitting requirements; providing paint analysis of existing bridge supports; and assisting the Department with the public involvement process.

Vanasse Hangen Brustlin, Inc. has agreed to furnish the required services for a total fee not to exceed \$291,531.41. This is a reasonable fee and is commensurate with the complexity of the project and the scope of engineering and technical services to be furnished.

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

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

Sincerely,

  
William Cass, P.E.  
Assistant Commissioner