



MARGARET WOOD HASSAN
GOVERNOR

STATE OF NEW HAMPSHIRE
OFFICE OF ENERGY AND PLANNING
107 Pleasant Street, Johnson Hall
Concord, NH 03301-3834
Telephone: (603) 271-2155
Fax: (603) 271-2615



October 25, 2016

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

REQUESTED ACTION

1. Authorize the Office of Energy and Planning to enter into a Memorandum of Agreement with the NH Department of Resources and Economic Development (DRED) (Vendor #177887), Concord, NH, the NH Department of Transportation (DOT) (Vendor #177927), Concord, NH, the NH Fish and Game Department (F&G) (Vendor #177911), Concord, NH, and the NH Department of Environmental Services (DES) (Vendor #177894), Concord, NH, to provide \$27,500.00 for the purposes of maintaining and improving the existing GRANIT web site, archiving and distributing agency data through the GRANIT database and providing technical support services for the development of GIS data and applications effective December 7, 2016, upon Governor and Council approval through June 30, 2017.

Funding is available in accounts DRED-Management and Protection Fund; DOT-SPR Planning Funds; F&G-Conservation License Funds, Game Management; DES-Publications Revolving Funds, respectively, as follows:

	<u>FY 2017</u>	<u>Fund Mix</u>
03-35-35-351010-3505-073-500294 Grants Non-Federal (DRED)	\$5,000.00	100%O
04-96-96-962515-2944-046-500465 Consultants (DOT)	\$10,000.00	100%F
03-75-75-751520-2139-304-500841 Research and Management (F&G)	\$3,750.00	65%F, 35%G
03-75-75-751520-2158-020-500200 Research and Management (F&G)	\$1,250.00	75%F, 25%G
03-44-44-440010-1009-102-500731 Contracts for Program Services (DES)	\$7,500.00	100%O
TOTAL	\$27,500.00	

2. Authorize the Office of Energy and Planning to enter into a **SOLE SOURCE** contract amendment (Contract #1044739), with the University of New Hampshire, Earth Systems Research Center (ESRC), (VC# 177867), Durham, NH, by increasing the amended contract amount by \$27,500.00 from \$157,500.00 to \$185,000.00 for the GRANIT project upon approval by Governor and Council through June 30, 2017. This contract was originally approved by Governor and Council on June 24, 2015, Item #95 and amended by Governor and Council on January 27, 2016, Item #30, which increased the original contract amount by \$27,500.00 from \$130,000.00 to \$157,500.00.

Funding is available in account Municipal/Regional Assistance, as follows:

	<u>FY 2017</u>
01-02-02-024010-6570-102-500731 Contracts for Program Services	\$27,500.00

EXPLANATION

This contract is **SOLE SOURCE** due to the University of New Hampshire Earth Systems Research Center's (ESRC) long-standing partnership with the state to provide data maintenance, hosting and access, training and technical support.

Initiated in the 1980's as a collaborative effort between the University of New Hampshire and the state, the GRANIT system creates, maintains, and makes available a digital geographic database to state, federal, regional, and local decision-makers and the public. GRANIT's data includes transportation data and high-resolution imagery from NH DOT, surficial geology and aquifer data from NH DES, floodplain data from OEP, wildlife sightings data from F&G, and Natural Heritage Bureau data from DRED.

As the only multi-jurisdictional geospatial data repository in the state, the UNH Earth Systems Research Center maintains computer resources and data capability sufficient to manage the state's geographic information program. Further, ESRC serves as the state's designated link to the National Spatial Data Infrastructure/Federal Geographic Data Committee's international network of GIS data repositories.

As a result, the Office of Energy and Planning wishes to enter into a Memorandum of Agreement with the Dept. of Resources and Economic Development, the Dept. of Transportation, Fish and Game, and the Dept. of Environmental Services for the purpose of maintaining and improving the existing GRANIT website, and archiving and distributing agency data in support of the activities of these agencies. This funding will provide the Office of Energy and Planning with a total of \$27,500.00 to support the database and technical support for the GRANIT geographic information system (GIS) at Earth Systems Research Center (ESRC), University of New Hampshire. This Agreement will support continued maintenance of GRANIT services to state agencies and the public, including general maintenance of the state database, technical support for the development of GIS data and applications, maintenance of existing web sites hosted by GRANIT, quality assurance of the data layers automated at other installations, technical assistance to the above designated state agencies, and supervision of the in-house digitizing program.

In the event that the Federal/Other Funds become no longer available, additional General Funds will not be requested to support this program.

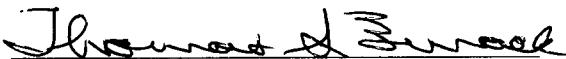
Sincerely,



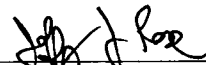
Amanda Merrill, Director
Office of Energy and Planning



Victoria Sheehan, Commissioner
NH Department of Transportation



Thomas S. Burack, Commissioner
NH Department of Environmental Services



Jeffrey Rose, Commissioner
NH Department of Resources and
Economic Development



Glenn Normandeau, Executive Director
NH Fish and Game Department



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY
27 Hazen Dr., Concord, NH 03301
Fax: 603-271-1516 TDD Access: 1-800-735-2964
www.nh.gov/doit

Denis Goulet
Commissioner

November 2, 2016

Amanda Merrill
Director
Office of Energy and Planning
State of New Hampshire
107 Pleasant Street, Johnson Hall
Concord, NH 03301

Dear Director Merrill:

This letter represents formal notification that the Department of Information Technology (DoIT) has approved your request to enter into a contract amendment with the University of New Hampshire (UNH) as described below and referenced as DoIT No. 2016-007B.

The requested action authorizes the Office of Energy and Planning (OEP) to enter into a contract amendment with the University of New Hampshire, Earth System Research Center (ESRC), to continue the implementation of the state's computerized geographic information system. This system creates, maintains, and makes available a digital geographic database providing information to state, federal, regional, and local decision makers.

The amount of the contract is \$27,500, increasing the current contract from \$157,500 to \$185,000. It shall become effective upon Governor and Executive Council approval from December 7, 2016 through June 30, 2017.

A copy of this letter should accompany the Office of Energy and Planning's submission to the Governor and Executive Council for approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Denis Goulet", written over a horizontal line.

Denis Goulet

DG/ik
DoIT No. 2016-007B

cc: Rebecca Bolton

**MEMORANDUM OF AGREEMENT
BETWEEN
OFFICE OF ENERGY AND PLANNING,
NH DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT
NH DEPARTMENT OF TRANSPORTATION
NH FISH AND GAME DEPARTMENT
and
NH DEPARTMENT OF ENVIRONMENTAL SERVICES**

Subject: NH GRANIT Services to NH Department of Resources and Economic Development (DRED), NH Department of Transportation (DOT), NH Department of Fish and Game (F&G), and the NH Department of Environmental Services (DES).

This Agreement sets forth: 1) additional responsibilities of the Office of Energy and Planning (OEP), to be included as an amendment to OEP's ongoing contract with Earth Systems Research Center (ESRC) at the University of New Hampshire; and 2) the specific activities related to the support of the development, maintenance, and application of the GRANIT geographic information system by DRED, DOT, F&G, and DES.

For the purposes of this Agreement, OEP, DRED, DOT, F&G, and DES agree to cooperate as follows:

DRED, DOT, F&G, and DES agree:

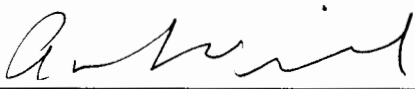
- A. to provide OEP with \$5,000 each from DRED and F&G, \$7,500 from DES, and \$10,000 from DOT for the purposes of maintenance and support of the GRANIT project at the University of New Hampshire and the provision of mapping and training services by GRANIT staff;
- B. to assign responsible staff to participate in the project and to oversee the elements in the Work Program;
- C. to meet with OEP, as needed, to coordinate work activities; and
- D. to the termination of this Agreement by OEP, DRED, DOT, F&G, or DES for good cause, on 15 days' notice.

The Office of Energy and Planning agrees:

- A. to enter into an amended Agreement with the University of New Hampshire which reflects the added work tasks identified in this Agreement;
- B. to assign an OEP staff person to serve as a liaison with DRED, DOT, F&G, and DES;
- C. to meet with DRED, DOT, F&G, and DES as needed, to coordinate work activities; and

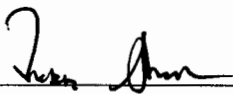
D. to the termination of this Agreement by DRED, DOT, F&G, or DES for good cause, on 15 days' notice.

IN WITNESS WHEREOF, the respective parties have hereunto set their hands on the dates indicated.



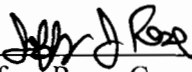
Amanda Merrill, Director
Office of Energy and Planning

10/26/16
Date



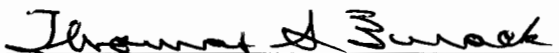
Victoria Sheehan, Commissioner
NH Department of Transportation

10/26/16
Date



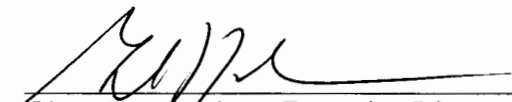
Jeffrey Rose, Commissioner
NH Department of Resources & Economic
Development

10/26/16
Date



Thomas S. Burack, Commissioner
NH Department of Environmental Services

10/26/2016
Date



Glenn Normandeau, Executive Director
NH Fish and Game Department

10/27/2016
Date

Approved by Attorney General this 14th day of November, 2016, as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

By: *Ch. Cr. Cr.*

Title: *Assistant Attorney General*

I hereby certify that the foregoing agreement was approved by the Governor and Council of the State of New Hampshire at their meeting on _____, _____.

OFFICE OF THE SECRETARY OF STATE

By: _____

Title: _____

WORK PROGRAM

- I. TITLE: NH GRANIT - Geographic Information System (GIS)
- II. STUDY AREA: State of New Hampshire
- III. OBJECTIVES: To support the development, maintenance, and dissemination of the GRANIT database.
- IV. WORK TASKS: Acting through the Office of Energy and Planning, Earth Systems Research Center will provide overall system management and support services to the designated state agencies of DRED, DOT, F&G, and DES, including:
 - A. General maintenance of the state database;
 - B. Technical support for the development of GIS data and applications;
 - C. Maintenance of existing web sites hosted by GRANIT;
 - D. Quality assurance of the data layers automated at other installations;
 - E. Technical assistance to the above designated state agencies; and
 - F. Supervision of the in-house digitizing program.
- V. PROJECT COSTS: The total amount of this Agreement is \$27,500: \$5,000 from DRED; \$5,000 from F&G; \$7,500 from DES; and \$10,000 from DOT.
- VI. DURATION: The project duration extends from December 7, 2016, upon Governor and Council approval, through June 30, 2017.

AMENDMENT #02 to
COOPERATIVE PROJECT AGREEMENT
between the
STATE OF NEW HAMPSHIRE, Office of Energy and Planning
and the
University of New Hampshire of the UNIVERSITY SYSTEM OF NEW HAMPSHIRE

The Cooperative Project Agreement, approved by the State of New Hampshire Governor and Executive Council on 6/24/15, item # 95, for the Project titled "FY 16 and FY17 NH GRANIT - Geographic Information System (GIS) Project," Campus Project Director, **Fay Rubin**, is and all subsequent properly approved amendments are hereby modified by mutual consent of both parties for the reason(s) described below:

Purpose of Amendment (Choose all applicable items):

- Extend the Project Agreement and Project Period end date, at no additional cost to the State.
- Provide additional funding from the State for expansion of the Scope of Work under the Cooperative Project Agreement.
- Other:

Therefore, the Cooperative Project Agreement is and/or its subsequent properly approved amendments are amended as follows (Complete only the applicable items):

- Article A. is revised to replace the State Department name of _____ with _____ and/or USNH campus from _____ to _____.
- Article B. is revised to replace the Project End Date of _____ with the revised Project End Date of _____, and Exhibit A, article B is revised to replace the Project Period of _____ – _____ with _____ – _____.
- Article C. is amended to add Exhibit A by including the proposal titled, " _____," dated _____.
- Article D. is amended to change the State Project Administrator to _____ and/or the Campus Project Administrator to _____.
- Article E. is amended to change the State Project Director to _____ and/or the Campus Project Director to _____.
- Article F. is amended to increase funds in the amount of **\$27,500** and will read:

Total State funds in the amount of **\$185,000** have been allotted and are available for payment of allowable costs incurred under this Project Agreement. State will not reimburse Campus for costs exceeding the amount specified in this paragraph.
- Article F. is amended to change the cost share requirement and will read:

Campus will cost-share _____ % of total costs during the amended term of this Project Agreement.
- Article F. is amended to change the source of Federal funds paid to Campus and will read:

Federal funds paid to Campus under this Project Agreement as amended are from Grant/Contract/Cooperative Agreement No. _____ from _____ under CFDA# _____. Federal regulations required to be passed through to Campus as part of this Project Agreement, and in accordance with the Master Agreement for Cooperative Projects between the State of New

Hampshire and the University System of New Hampshire dated November 13, 2002, are attached to this document as **revised** Exhibit B, the content of which is incorporated herein as a part of this Project Agreement.

- Article G. is exercised to amend Article(s) _____ of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, as follows:

Article _____ is amended in its entirety to read as follows:

Article _____ is amended in its entirety to read as follows:

- Article H. is amended such that:

- State has chosen **not to take** possession of equipment purchased under this Project Agreement.
- State has chosen **to take** possession of equipment purchased under this Project Agreement and will issue instructions for the disposition of such equipment within 90 days of the Project Agreement's end-date. Any expenses incurred by Campus in carrying out State's requested disposition will be fully reimbursed by State.

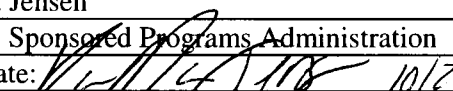
- Exhibit A is amended as attached.

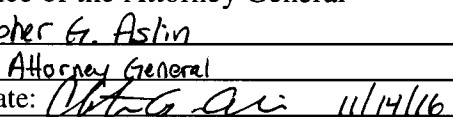
All other terms and conditions of the Cooperative Project Agreement remain unchanged.

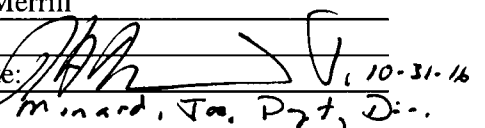
This Amendment, all previous Amendments, the Cooperative Project Agreement, and the Master Agreement constitute the entire agreement between State and Campus regarding the Cooperative Project Agreement, and supersede and replace any previously existing arrangements, oral and written; further changes herein must be made by written amendment and executed for the parties by their authorized officials.

This Amendment and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire or other authorized officials approve this Amendment to the Cooperative Project Agreement.

IN WITNESS WHEREOF, the following parties agree to this **Amendment #02** to the Cooperative Project Agreement.

By An Authorized Official of:
University of New Hampshire
Name: Karen M. Jensen
Title: Manager, Sponsored Programs Administration
Signature and Date:  10/27/16

By An Authorized Official of: the New
Hampshire Office of the Attorney General
Name: Christopher G. Astin
Title: Assistant Attorney General
Signature and Date:  11/14/16

By An Authorized Official of:
Office of Energy and Planning
Name: Amanda Merrill
Title: Director
Signature and Date:  10-31-16
Richard A. Minard, Jr., Prof., D.D.

By An Authorized Official of: the New
Hampshire Governor & Executive Council
Name: _____
Title: _____
Signature and Date: _____

EXHIBIT A

A. Project Title:

B. Project Period:

C. Objectives:

D. Scope of Work: The FY17 scope of work is revised to include: Campus Project Director will provide support services to OEP and to the designated state agencies of Department of Resources and Economic Development (DRED), Department of Transportation (DOT), Department of Environmental Services (DES), and NH Fish and Game Department (F&G). Services will include general maintenance of the state database, technical supports for the development of GIS data and applications, maintenance of existing web sites hosted by GRANIT, quality assurance of the data layers automated at other installations, technical assistance to the designated state agencies identified in this section and supervision of the in-house digitizing program.

E. Deliverables Schedule:

F. Budget and Invoicing Instructions:

Budget Items	FY16	Original Budget FY17	Increase FY17	New Award Total
1. Salaries & Wages	46,064	36,500	15,700	98,264
2. Employee Fringe Benefits	17,182	13,615	3,895	34,692
3. Travel	309	336	204	849
4. Supplies and Services	200	200	541	941
5. Equipment	0	0	0	0
6. Facilities & Admin Costs	23,745	19,349	7,160	50,254
Totals	87,500	70,000	27,500	185,000



MARGARET WOOD HASSAN
GOVERNOR

STATE OF NEW HAMPSHIRE
OFFICE OF ENERGY AND PLANNING
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Concord, NH 03301-3834
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Fax: (603) 271-2615



Approval by the Governor
and Council on 01-27-16
Agenda Item 30
PO 1044739 (amend)

December 9, 2015

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

REQUESTED ACTION

1. Authorize the Office of Energy and Planning to enter into a Memorandum of Agreement with the NH Department of Resources and Economic Development (DRED) (Vendor #177887), Concord, NH, the NH Department of Transportation (DOT) (Vendor #177927), Concord, NH, the NH Fish and Game Department (F&G) (Vendor #177911), Concord, NH, and the NH Department of Environmental Services (DES) (Vendor #177894), Concord, NH, to provide \$27,500.00 for the purposes of maintaining and improving the existing GRANIT web site, archiving and distributing agency data through the GRANIT database and providing technical support services for the development of GIS data and applications effective January 27, 2016, upon Governor and Council approval through June 30, 2016.

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TOTAL	\$27,500.00	

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Funding is available in account, Municipal/Regional Assistance, as follows:

	<u>FY 2016</u>
01-02-02-024010-6570-102-500731 Contracts for Program Services	\$27,500.00

EXPLANATION

This contract is **SOLE SOURCE** due to the University of New Hampshire Earth Systems Research Center's (ESRC) long-standing partnership with the state to provide data maintenance, hosting and access, training and technical support.

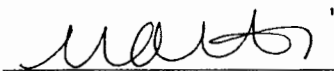
Initiated in the 1980's as a collaborative effort between the University of New Hampshire and the state, the GRANIT system creates, maintains, and makes available a digital geographic database to state, federal, regional, and local decision-makers and the public. GRANIT's data includes transportation data and high-resolution imagery from NHDOT, surficial geology and aquifer data from NH DES, floodplain data from OEP, wildlife sightings data from F&G, and Natural Heritage Bureau data from DRED.

As the only multi-jurisdictional geospatial data repository in the state, the UNH Earth Systems Research Center (ESRC) maintains computer resources and data capability sufficient to manage the state's geographic information program. Further, ESRC serves as the state's designated link to the National Spatial Data Infrastructure/Federal Geographic Data Committee's international network of GIS data repositories.

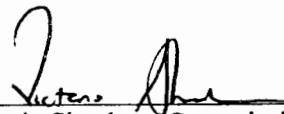
As a result, the Office of Energy and Planning wishes to enter into a Memorandum of Agreement with the Dept. of Resources and Economic Development, the Dept. of Transportation, Fish and Game, and the Dept. of Environmental Services for the purpose of maintaining and improving the existing GRANIT website, archiving and distributing agency data in support of the activities of these agencies. This funding will provide the Office of Energy and Planning with a total of \$27,500.00 to support the database and technical support for the GRANIT geographic information system (GIS) at Earth Systems Research Center (ESRC), University of New Hampshire. This Agreement will support continued maintenance of GRANIT services to state agencies and the public, including general maintenance of the state database, technical support for the development of GIS data and applications, maintenance of existing web sites hosted by GRANIT, quality assurance of the data layers automated at other installations, technical assistance to the above designated state agencies, and supervision of the in-house digitizing program.

In the event that the Federal/Other Funds become no longer available, additional General Funds will not be requested to support this program.


Sincerely,




Meredith A. Hatfield, Director
Office of Energy and Planning



Victoria Sheehan, Commissioner
NH Department of Transportation



Thomas S. Burack, Commissioner
NH Department of Environmental Services



Jeffrey Rose, Commissioner
NH Department of Resources and
Economic Development



Glenn Normandeau, Executive Director
NH Fish and Game Department



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY

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Denis Goulet
Commissioner

December 22, 2015

Meredith A. Hatfield
Director
Office of Energy and Planning
107 Pleasant St.
Concord, NH 03301

Dear Director Hatfield:

This letter represents formal notification that the Department of Information Technology (DoIT) has approved your request to enter into a contract with the University of New Hampshire (UNH) to support the database functions and technical support services for the GRANIT Geographic Information System (GIS) project at the Earth Systems Research Center (ESRC) as described below and referenced as DoIT No. 2016-007A.

The requested action authorizes the Office of Energy and Planning (OEP) to enter into a contract amendment with the University of New Hampshire, Earth Systems Research Center (ESRC), to continue the implementation of the State's computerized geographic information system. This system creates, maintains, and makes available a digital geographic database providing information to State, federal, regional, and local decision-makers. The amount of the contract amendment is \$27,500, increasing the current contract from \$130,000 to \$157,500. It shall become effective upon Governor and Executive Council approval from January 27, 2016 through June 30, 2016.

A copy of this letter should accompany the Office of Energy and Planning's submission to the Governor and Executive Council for approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Denis Goulet", with a stylized flourish at the end.

Denis Goulet

DG/dcp

cc: Jennifer Gilbert, OEP
David Perry, DoIT

**MEMORANDUM OF AGREEMENT
BETWEEN
OFFICE OF ENERGY AND PLANNING,
NH DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT
NH DEPARTMENT OF TRANSPORTATION
NH FISH AND GAME DEPARTMENT
and
NH DEPARTMENT OF ENVIRONMENTAL SERVICES**

Subject: NH GRANIT Services to NH Department of Resources and Economic Development (DRED), NH Department of Transportation (DOT), NH Department of Fish and Game (F&G) and the NH Department of Environmental Services (DES).

This Agreement sets forth: 1) additional responsibilities of the Office of Energy and Planning (OEP), to be included as an amendment to OEP's ongoing contract with Earth Systems Research Center (ESRC), formerly known as Complex Systems Research Center, at the University of New Hampshire; and 2) the specific activities related to the support of the development, maintenance, and application of the GRANIT geographic information system by DRED, DOT, F&G, and DES.

For the purposes of this Agreement, OEP, DRED, DOT, F&G, and DES agree to cooperate as follows:

DRED, DOT, F&G, and DES agree:

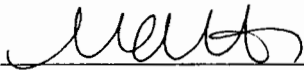
- A. to provide OEP with \$5,000 each from DRED and F&G, \$7,500 from DES, and \$10,000 from DOT for the purposes of maintenance and support of the GRANIT project at the University of New Hampshire and the provision of mapping and training services by GRANIT staff;
- B. to assign responsible staff to participate in the project and to oversee the elements in the Work Program;
- C. to meet with OEP, as needed, to coordinate work activities; and
- D. to the termination of this Agreement by OEP, DRED, DOT, F&G, or DES for good cause, on 15 days' notice.

The Office of Energy and Planning agrees:

- A. to enter into an amended Agreement with the University of New Hampshire which reflects the added work tasks identified in this Agreement;
- B. to assign an OEP staff person to serve as a liaison with DRED, DOT, F&G, and DES;
- C. to meet with DRED, DOT, F&G, and DES as needed, to coordinate work activities; and

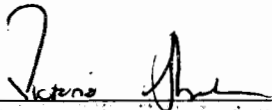
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IN WITNESS WHEREOF, the respective parties have hereunto set their hands on the dates indicated.



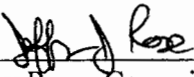
Meredith A. Hatfield, Director
Office of Energy and Planning

12/9/15
Date



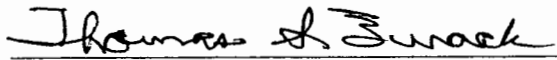
Victoria Sheehan, Commissioner
NH Department of Transportation

12/11/15
Date



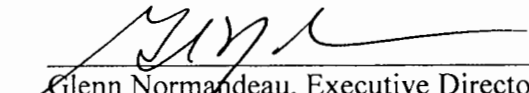
Jeffrey Rose, Commissioner
NH Department of Resources & Economic
Development

12/10/15
Date



Thomas S. Burack, Commissioner
NH Department of Environmental Services

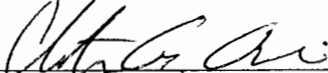
12/10/2015
Date



Glenn Normandeau, Executive Director
NH Fish and Game Department

12/10/15
Date


OFFICE OF THE ATTORNEY GENERAL

By: 
Assistant Attorney General

Date: January 7, 2016

I hereby certify that the foregoing agreement was approved by the Governor and Council of the State of New Hampshire at their meeting on JAN 27 2016, _____.

OFFICE OF THE SECRETARY OF STATE

By: 
DEPUTY SECRETARY OF STATE
Title: _____

WORK PROGRAM

- I. TITLE: NH GRANIT - Geographic Information System (GIS)
- II. STUDY AREA: State of New Hampshire
- III. OBJECTIVES: To support the development, maintenance, and dissemination of the GRANIT database.
- IV. WORK TASKS: Acting through the Office of Energy and Planning, Earth Systems Research Center will provide overall system management and support services to the designated state agencies of DRED, DOT, F&G, and DES, including:
 - A. General maintenance of the state database;
 - B. Technical support for the development of GIS data and applications;
 - C. Maintenance of existing web sites hosted by GRANIT;
 - D. Quality assurance of the data layers automated at other installations;
 - E. Technical assistance to the above designated state agencies; and
 - F. Supervision of the in-house digitizing program.
- V. PROJECT COSTS: The total amount of this Agreement is \$27,500: \$5,000 from DRED; \$5,000 from F&G; \$7,500 from DES; and \$10,000 from DOT.
- VI. DURATION: The project duration extends from January 27, 2016, upon Governor and Council approval, through June 30, 2016.

AMENDMENT #01 to
COOPERATIVE PROJECT AGREEMENT
between the
STATE OF NEW HAMPSHIRE, **Office of Energy and Planning**
and the
University of New Hampshire of the UNIVERSITY SYSTEM OF NEW HAMPSHIRE

The Cooperative Project Agreement, approved by the State of New Hampshire Governor and Executive Council on 6/24/15, item # 95, for the Project titled "FY16 and FY17 NH GRANIT - Geographic Information System (GIS) Project," Campus Project Director, **Fay Rubin**, is and all subsequent properly approved amendments are hereby modified by mutual consent of both parties for the reason(s) described below:

Purpose of Amendment (Choose all applicable items):

- Extend the Project Agreement and Project Period end date, at no additional cost to the State.
- Provide additional funding from the State for expansion of the Scope of Work under the Cooperative Project Agreement.
- Other:

Therefore, the Cooperative Project Agreement is and/or its subsequent properly approved amendments are amended as follows (Complete only the applicable items):

- Article A. is revised to replace the State Department name of _____ with _____ and/or USNH campus from _____ to _____.
- Article B. is revised to replace the Project End Date of _____ with the revised Project End Date of _____, and Exhibit A, article B is revised to replace the Project Period of _____ – _____ with _____ – _____.
- Article C. is amended to expand Exhibit A by including the proposal titled, " _____," dated _____.
- Article D. is amended to change the State Project Administrator to _____ and/or the Campus Project Administrator to _____.
- Article E. is amended to change the State Project Director to _____ and/or the Campus Project Director to _____.
- Article F. is amended to add funds in the amount of **\$27,500** and will read:

Total State funds in the amount of **\$157,500** have been allotted and are available for payment of allowable costs incurred under this Project Agreement. State will not reimburse Campus for costs exceeding the amount specified in this paragraph.

- Article F. is amended to change the cost share requirement and will read:
Campus will cost-share _____ % of total costs during the amended term of this Project Agreement.
- Article F. is amended to change the source of Federal funds paid to Campus and will read:

Federal funds paid to Campus under this Project Agreement as amended are from Grant/Contract/Cooperative Agreement No. _____ from _____ under CFDA# _____. Federal regulations required to be passed through to Campus as part of this Project Agreement, and in accordance with the Master Agreement for Cooperative Projects between the State of New

Hampshire and the University System of New Hampshire dated November 13, 2002, are attached to this document as **revised** Exhibit B, the content of which is incorporated herein as a part of this Project Agreement.

- Article G. is exercised to amend Article(s) _____ of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, as follows:

Article _____ is amended in its entirety to read as follows:

Article _____ is amended in its entirety to read as follows:

- Article H. is amended such that:

- State has chosen **not to take** possession of equipment purchased under this Project Agreement.
- State has chosen **to take** possession of equipment purchased under this Project Agreement and will issue instructions for the disposition of such equipment within 90 days of the Project Agreement's end-date. Any expenses incurred by Campus in carrying out State's requested disposition will be fully reimbursed by State.
- Exhibit A is amended as attached.
- Exhibit B is amended as attached.

All other terms and conditions of the Cooperative Project Agreement remain unchanged.

This Amendment, all previous Amendments, the Cooperative Project Agreement, and the Master Agreement constitute the entire agreement between State and Campus regarding the Cooperative Project Agreement, and supersede and replace any previously existing arrangements, oral and written; further changes herein must be made by written amendment and executed for the parties by their authorized officials.

This Amendment and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire or other authorized officials approve this Amendment to the Cooperative Project Agreement.

IN WITNESS WHEREOF, the following parties agree to this **Amendment #01** to the Cooperative Project Agreement.

By An Authorized Official of:

University of New Hampshire

Name: Karen Jensen

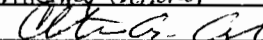
Title: Manager, Sponsored Programs Administration

Signature and Date:  12/2/15

By An Authorized Official of: the New Hampshire Office of the Attorney General

Name: Christopher G. Astin

Title: Assistant Attorney General

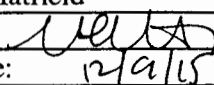
Signature and Date:  1/7/16

By An Authorized Official of:

Office of Energy and Planning

Name: Meredith Hatfield

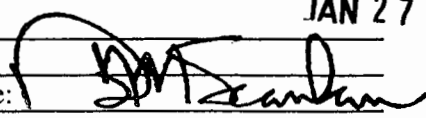
Title: Director

Signature and Date:  12/2/15

By An Authorized Official of: the New Hampshire Governor & Executive Council

Name:

Title:

Signature and Date:  1/27/16

DEPUTY SECRETARY OF STATE

EXHIBIT A

A. Project Title:

B. Project Period:

C. Objectives:

D. Scope of Work: The FY 16 scope of work is revised to include: Campus Project Director will provide support services to OEP and to the designated state agencies of Department of Resources and Economic Development (DRED), Department of Transportation (DOT), Department of Environmental Services (DES), and NH Fish and Game Department (F&G). Services will include general maintenance of the state database, technical support for the development of GIS data and applications, maintenance of existing web sites hosted by GRANIT, quality assurance of the data layers automated at other installations, technical assistance to the designated state agencies identified in this section and supervision of the in-house digitizing program.

E. Deliverables Schedule:

Budget Items	Original Budget		Increase	New Award Total
	FY16	FY17		
1. Salaries & Wages	31,250	36,500	14,814	82,564
2. Employee Fringe Benefits	11,656	13,615	5,526	30,797
3. Travel	309	336	0	645
4. Supplies and Services	200	200	0	400
5. Equipment	0	0	0	0
6. Facilities & Admin Costs	16,585	19,349	7,160	43,094
Subtotals	60,000	70,000	27,500	157,500



MARGARET WOOD HASSAN
GOVERNOR

STATE OF NEW HAMPSHIRE
OFFICE OF ENERGY AND PLANNING
107 Pleasant Street, Johnson Hall
Concord, NH 03301-3834
Telephone: (603) 271-2155
Fax: (603) 271-2615



Approval by the Governor
and Council on 06.24.15
Agenda Item 95
PO 1044739

May 27, 2015

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

REQUESTED ACTION

Authorize the Office of Energy and Planning (OEP) to enter into a **SOLE SOURCE** agreement with the University of New Hampshire, Earth Systems Research Center (ESRC), (VC#177867), Durham, New Hampshire, in the amount of \$130,000.00 to continue implementation of GRANIT, the state's computerized geographic information system, for the period beginning July 1, 2015 or upon approval of Governor and Executive Council whichever is later through June 30, 2017. 100% General Funds.

Funding is available in the following account, Municipal and Regional Assistance, contingent upon the availability and continued appropriation of funds in the FY 2016 and FY 2017 budgets, as follows:


	<u>FY 2016</u>	<u>FY 2017</u>
01-02-02-024010-6570		
102-500731 Contracts for Program Services	\$60,000.00	\$70,000.00

EXPLANATION

This Agreement allocates funds designated for the UNH Earth Systems Research Center (ESRC), formerly known as the Complex Systems Research Center, in OEP's FY 2016 and FY 2017 budgets. This Agreement is **SOLE SOURCE** due to ESRC's long-standing partnership with OEP, as ESRC is the only multi-jurisdictional, multi-sector geospatial data repository in the state. ESRC also serves as the state's designated link to the National Spatial Data Infrastructure/Federal Geographic Data Committee's international network of Geographic Information System (GIS) data repositories. The requested action authorizes OEP to enter into an agreement with ESRC to continue the implementation of GRANIT, the state's GIS clearinghouse. Initiated in the mid-1980's as a collaborative effort between the University of New Hampshire and the state, the GRANIT system creates, maintains, and makes available to the public a digital geographic database, providing information to state, federal, regional, and local decision makers.

The Agreement provides financial assistance to ESRC for FY 2016 and FY 2017 to continue the management of the GRANIT database, and to provide assistance to OEP and other state agencies in applications of GIS. ESRC will also carry out GRANIT database development, archiving, distribution and visualization functions, including providing multiple data access mechanisms to participating agencies and other public and private sector users. ESRC will also continue the maintenance and enhancement of the GRANIT web site, and provide ongoing assistance to the regional planning commissions by supplying digital geographic data for use in regional and municipal planning projects.

Sincerely,


Meredith A. Hatfield
Director

MAH/JG



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY
27 Hazen Dr., Concord, NH 03301
Fax: 603-271-1516 TDD Access: 1-800-735-2964
www.nh.gov/doit

Denis Goulet
Commissioner

June 4, 2015

Meredith A. Hatfield
Director
Office of Energy and Planning
107 Pleasant St.
Concord, NH 03301

Dear Director Hatfield:

This letter represents formal notification that the Department of Information Technology (DoIT) has approved your request to enter into a contract with the University of New Hampshire (UNH) to support the database functions and technical support services for the GRANIT Geographic Information System (GIS) project at the Earth Systems Research Center (ESRC) as described below and referenced as DoIT No. 2016-007.

The requested action authorizes the Office of Energy and Planning (OEP) to enter into an Agreement with the University of New Hampshire, Earth Systems Research Center (ESRC), to continue the implementation of the State's computerized geographic information system. This system creates, maintains, and makes available a digital geographic database providing information to State, federal, regional, and local decision-makers. The amount of the contract is \$130,000 and shall become effective upon Governor and Executive Council approval through June 30, 2017.

A copy of this letter should accompany the Office of Energy Planning submission to the Governor and Executive Council for approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Denis Goulet", written over a horizontal line.

Denis Goulet

DG/dcp

cc: Jennifer Gilbert, OEP
David Perry, DoIT

COOPERATIVE PROJECT AGREEMENT

between the

STATE OF NEW HAMPSHIRE, Office of Energy and Planning

and the

University of New Hampshire of the UNIVERSITY SYSTEM OF NEW HAMPSHIRE

- A. This Cooperative Project Agreement (hereinafter "Project Agreement") is entered into by the State of New Hampshire, Office of Energy and Planning, (hereinafter "State"), and the University System of New Hampshire, acting through University of New Hampshire, (hereinafter "Campus"), for the purpose of undertaking a project of mutual interest. This Cooperative Project shall be carried out under the terms and conditions of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, except as may be modified herein.
- B. This Project Agreement and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire approve this Project Agreement ("Effective date") and shall end on 6/30/17. If the provision of services by Campus precedes the Effective date, all services performed by Campus shall be performed at the sole risk of Campus and in the event that this Project Agreement does not become effective, State shall be under no obligation to pay Campus for costs incurred or services performed; however, if this Project Agreement becomes effective, all costs incurred prior to the Effective date that would otherwise be allowable shall be paid under the terms of this Project Agreement.
- C. The work to be performed under the terms of this Project Agreement is described in the proposal identified below and attached to this document as Exhibit A, the content of which is incorporated herein as a part of this Project Agreement.

Project Title: FY16 and FY17 NH GRANIT- Geographic Information System (GIS) Project

- D. The Following Individuals are designated as Project Administrators. These Project Administrators shall be responsible for the business aspects of this Project Agreement and all invoices, payments, project amendments and related correspondence shall be directed to the individuals so designated.

State Project Administrator

Name: Jennifer Gilbert
 Address: NH Office of Energy and Planning
 Johnson Hall, 3rd Floor
 107 Pleasant Street
 Concord, NH 03301
 Phone: 603-271-2155

Campus Project Administrator

Name: Dianne Hall
 Address: University of New Hampshire
 Sponsored Programs Administration
 51 College Rd., Rm 116
 Durham, NH 03824
 Phone: 603-862-1942

- E. The Following Individuals are designated as Project Directors. These Project Directors shall be responsible for the technical leadership and conduct of the project. All progress reports, completion reports and related correspondence shall be directed to the individuals so designated.

State Project Director

Name: Jennifer Gilbert
 Address: NH Office of Energy and Planning
 Johnson Hall, 3rd Floor
 107 Pleasant Street
 Concord, NH 03301
 Phone: 603-271-2155

Campus Project Director

Name: Fay Rubin
 Address: UNH Earth Systems Research Center
 Morse Hall
 39 College Road
 Durham, NH 03824
 Phone: 603-862-4240

F. Total State funds in the amount of \$130,000 have been allotted and are available for payment of allowable costs incurred under this Project Agreement. State will not reimburse Campus for costs exceeding the amount specified in this paragraph.

Check if applicable

Campus will cost-share _____ % of total costs during the term of this Project Agreement.

Federal funds paid to Campus under this Project Agreement are from Grant/Contract/Cooperative Agreement No. _____ from _____ under CFDA# _____. Federal regulations required to be passed through to Campus as part of this Project Agreement, and in accordance with the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, are attached to this document as Exhibit B, the content of which is incorporated herein as a part of this Project Agreement.

G. Check if applicable

Article(s) _____ of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002 is/are hereby amended to read:

H. State has chosen not to take possession of equipment purchased under this Project Agreement.
 State has chosen to take possession of equipment purchased under this Project Agreement and will issue instructions for the disposition of such equipment within 90 days of the Project Agreement's end-date. Any expenses incurred by Campus in carrying out State's requested disposition will be fully reimbursed by State.

This Project Agreement and the Master Agreement constitute the entire agreement between State and Campus regarding this Cooperative Project, and supersede and replace any previously existing arrangements, oral or written; all changes herein must be made by written amendment and executed for the parties by their authorized officials.

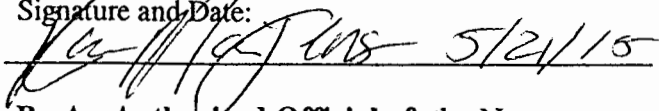
IN WITNESS WHEREOF, the University System of New Hampshire, acting through the University of New Hampshire and the State of New Hampshire, Office of Energy and Planning have executed this Project Agreement.

By An Authorized Official of:
University of New Hampshire

Name: Karen M. Jensen

Title: Manager, Sponsored Programs Administration

Signature and Date:

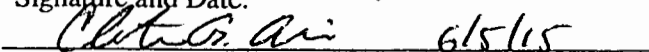
 5/21/15

By An Authorized Official of: the New
Hampshire Office of the Attorney General

Name: Christopher G. Aslin

Title: Assistant Attorney General

Signature and Date:

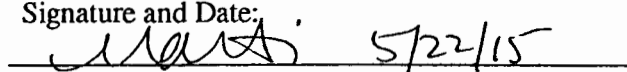
 6/5/15

By An Authorized Official of:
Office of Energy and Planning

Name: Meredith A. Hatfield

Title: Director

Signature and Date:

 5/22/15

By An Authorized Official of: the New
Hampshire Governor & Executive Council

Name:

JUN 24 2015

Title:

Signature and Date:



DEPUTY SECRETARY OF STATE

EXHIBIT A

- A. **Project Title:** FY 16 and FY 17 NH GRANIT - Geographic Information Systems (GIS) Project
- B. **Project Period:** July 1, 2015 - June 30, 2017
- C. **Objectives:** To continue the development, maintenance, and dissemination of the GRANIT database by acquiring, documenting, and integrating relevant data. Necessary activities to accomplish this objective include: verifying data quality against adopted standards; archiving and distributing data through the GRANIT web site and other media; maintaining web-based data and image publishing services; maintaining web-based mapping interfaces for public use; providing technical support and assistance to users of the GRANIT database; and conducting analyses that address resource management and development issues facing NH.

D. Scope of Work:
FY16 Scope of Work

I. GRANIT Data Base Development

- 1) **Conservation/Public Lands:** Campus Project Director will continue to collaborate with the Office of Energy and Planning (OEP) State Project Director to ensure that routine updates to the Conservation Lands data layer are conducted. Tasks include identifying newly protected tracts of land, coordinating with the entities/organizations managing the lands to identify appropriate source maps and documents describing the tracts, and mapping/ automating the tracts for incorporation in the statewide data layer. Updates to the layer will be posted on a regular basis, at least annually, to the GRANIT web site for retrieval by other state agencies, regional planning agencies, and the general public.
- 2) **NH Natural Heritage Bureau Database:** Campus Project Director will continue to archive the NH Natural Heritage Bureau (NHB) Database, and update it as new sites are added by the Natural Heritage Inventory staff in accordance with a memorandum of understanding involving the Department of Resources and Economic Development (DRED) and Campus.
- 3) **Roads Inventory and other Department of Transportation (DOT) Transportation Layers:** Campus Project Director will enter revised and updated data from the NH DOT into the GRANIT database as it is made available. This task includes providing technical assistance to NH DOT on maintaining the associated data layer documentation.

II. GRANIT Applications and Coordination Activities

Campus Project Director will provide technical support to OEP and the NH GIS community in developing applications using the GRANIT database.

Campus Project Director will actively participate in the NH GIS Advisory Committee through attendance at regularly scheduled meetings and participation in appropriate subcommittees, as assigned.

III. GRANIT System Management and Support Services

Campus Project Director will continue to provide overall system management and technical support services for GRANIT. The establishment of multiple GIS installations at the state and regional levels, including the NH DOT, NH DES, NH Fish & Game, NH OEP, NH DRED, the regional planning commissions, and many municipalities in the state, requires the development and continual refinement of procedural specifications and system documentation.

Campus Project Director will provide support services to OEP and to other authorized users of the system, as mutually agreed upon by State Project Director and Campus Project Director. Services will include general maintenance of the state data base, technical assistance for system users, and supervision of the in-house data development program.

Campus Project Director will support and continue to enhance the GRANIT web site at UNH, providing access to the database over the internet for government, public, and private sector use. Particular emphasis will be placed on maintaining GRANITViewII, the interactive data viewer, and on building and hosting web mapping services on the GRANIT web site.

With State Project Director approval, and as funding permits, Campus Project Director will acquire computer hardware, software, supplies, and related materials that are necessary for the accomplishment of this work program and the continued development of GRANIT.

FY 17 Scope of Work

I. GRANIT Data Base Development

- 1) Conservation/Public Lands: Maintenance, updating, and publication of the data layer will continue as in FY16, with enhanced efforts to identify newly protected tracts for inclusion in the updates and updates posted more frequently, e.g. at least twice/year.
- 2) NH Natural Heritage Bureau Database: Same as FY16.
- 3) Roads Inventory and other Department of Transportation (DOT) Transportation Layers: Same as FY16.
- 4) Town Boundaries: Campus Project Director will collaborate with OEP staff on implementing a process for updating/improving statewide mapping of town boundaries.

II. GRANIT Applications and Coordination Activities

Same as FY 16.

III. GRANIT System Management and Support Services

Same as FY 16.

E. Deliverables Schedule:

All materials, maps, reports, documents and other work products specified in the Project's Scope of Work for preparation and submission by Campus Project Director shall be submitted to State Project Director on or before the due dates, and in the number of copies specified by State Project Director.

Quarterly progress reports documenting activities to date will be submitted to State Project Director for review and approval, as well as any draft or final copies of maps, analyses, reports and other evidence of the completion of elements of the Project's Scope of Work.

F. Budget and Invoicing Instructions:

Campus will submit invoices to State on regular Campus invoice forms no more frequently than monthly and no less frequently than quarterly. Invoices will be based on actual project expenses incurred during the invoicing period, and shall show current and cumulative expenses by major cost categories as shown below. State will pay Campus within 30 days of receipt of each invoice. Campus will submit invoices separately by State FY with the final invoice due within 30 days after the fiscal year end dates.

Budget Items	FY 16 State Funding	FY 17 State Funding	Total
1. Salaries & Wages	31,250	36,500	67,750
2. Employee Fringe Benefits	11,656	13,615	25,271
3. Travel	309	336	645
4. Supplies and Services	200	200	400
5. Equipment	0	0	0
6. Facilities & Admin Costs	16,585	19,349	35,934
Subtotals	60,000	70,000	130,000
Total Project Costs:		130,000	