



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.  
COMMISSIONER

JEFF BRILLHART, P.E.  
ASSISTANT COMMISSIONER

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

Bureau of Rail & Transit  
June 4, 2014

**REQUESTED ACTION**

Authorize the Department of Transportation to enter into a contract amendment with Community Action Programs Belknap-Merrimack Counties, Inc., Vendor #177203, Concord, NH, to increase the contract amount by \$83,115 from \$1,384,588 to \$1,467,703 for public transportation services in Concord and Laconia areas, effective upon Governor and Council approval through June 30, 2015. The original agreement was approved by Governor and Council on June 5, 2013, Item #227. 100% Federal Funds.

Funding is available as follows:

	<u>FY 2015</u>
04-96-96-964010-2916	
Public Transportation	
072-500575 Grants to Non-Profit-Federal	\$83,115

**EXPLANATION**

The Department has approved a request for additional Federal Transit Administration (FTA) funding from Community Action Programs Belknap-Merrimack Counties, Inc. to assist in the provision of public transit service in Belknap-Merrimack Counties. Community Action Programs Belknap-Merrimack Counties, Inc. is a private, non-profit organization providing rural public transportation services for the general public and elderly individuals and individuals with disabilities in Concord-Penacook (Concord Area Transit) and Laconia-Tilton-Franklin-Gilford (Winnepesaukee Transit Service).

The Department entered into a two-year contract with Community Action Programs Belknap-Merrimack Counties, Inc. for the period July 1, 2013 to June 30, 2015, using committed FTA funds. The Department has additional federal funding available for SFY 2015 rural public transit activities and therefore provided a 4% contract increase to every rural public transit system statewide. These additional funds are budgeted and separate contract amendments will be put forth for each rural transit operator. This contract amendment provides an additional \$25,745 for the second year (SFY 2015) of the two-year agreement for Community Action Programs Belknap-Merrimack Counties, Inc. Section 5311 program administration, capital preventive maintenance, capital ADA and operating expenses.

Community Action Programs Belknap-Merrimack Counties, Inc. will provide the required non-federal matching funds, 20% for project administration and capital and 50% for operating expenses.

Budgeted Federal funds are also included to provide Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula funds that the Department has sub allocated by regions for State Fiscal Year 2015. This contract amendment is reflective of the allocation made available to the Mid-State Regional Coordinating Council area (Belknap and Merrimack County excluding Hooksett, Deering and Hillsborough) and provides \$57,370 for the second year (SFY 2015) of the two-year agreement. Community Action Programs Belknap-Merrimack Counties, Inc. will provide the 20% non-federal required match.

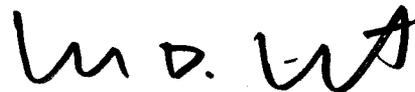
In the event that Federal funds become unavailable, general funds will not be requested to support this program.

All other provisions of the agreement shall remain in effect.

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

Your approval of this resolution is respectfully requested.

Sincerely,

A handwritten signature in black ink, appearing to read "C. D. Clement, Sr.", with a stylized flourish at the end.

Christopher D. Clement, Sr.  
Commissioner

Attachments

## AMENDMENT TO AGREEMENT

### COMMUNITY ACTION PROGRAMS BELKNAP MERRIMACK COUNTIES, INC.

WHEREAS, the Governor and Council approved an agreement between the New Hampshire Department of Transportation and Community Action Programs Belknap Merrimack Counties, Inc. on June 5, 2013, (Item #227) to be effective July 1, 2013 through June 30, 2015, and this agreement remains in effect;

WHEREAS, the Price Limitation in Section 1.8, is \$1,384,588, and Exhibit A describes the Scope of Work and Exhibit B describes the budget;

WHEREAS, the Department of Transportation has available Federal funds for the Federal Transit Administration (FTA) Section 5311 Rural Transit program and Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula program;

**RESOLVED, that the agreement be amended as follows:**

Section 1.8, "Price Limitation" of the P-37 form to read \$1,467,703 (increase of \$83,115);

Exhibit B, Budget, shall be revised to include an additional \$25,745 of Federal Transit Administration (FTA) Section 5311 Rural Transit program funds and \$57,370 of FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula funds for State Fiscal Year 2015 for a revised contract total of \$1,467,703.

All other provisions of the agreement shall remain in effect.

**EXHIBIT B**  
**BUDGET (REVISED)**

B.1 The Contract price, as defined in Section 1.8 of the General Provisions, is the Section 5310, 5311 and 5317 portion of the eligible project costs. Federal funds are granted as follows:

	<b>CONCORD FY 2014</b>	<b>LACONIA FY 2014</b>	<b>REVISED CONCORD FY 2015</b>	<b>REVISED LACONIA FY 2015</b>
<b>Section 5311 Public Transit</b>				
Administration	\$231,334	\$33,002	\$231,334	\$33,002
Capital (PM)	\$ 67,452	\$ 5,330	<b>\$ 90,242</b>	\$ 5,330
Capital (ADA)	\$120,294		\$120,294	
Operating	\$129,746	\$30,310	\$129,746	<b>\$33,265</b>
<b>Section 5317</b>				
Public Transit Mobility Management	\$ 20,914	\$ 5,228	\$ 20,914	\$ 5,228
Travel Training	\$ 16,611		\$ 16,932	
<b>5310 Formula Funds for Region 3</b>				
Mobility Management	\$ 63,825		<b>\$ 57,370</b>	
<b>Total Federal Funds</b>	<b>\$650,176</b>	<b>\$73,870</b>	<b>\$644,042</b>	<b>\$76,825</b>

Funds are contingent upon Federal and State appropriations.

B.2 Fourteen days prior to the submission of the Contractor's first request for Federal Section 5311 reimbursement, the Contractor shall submit to the State, a budget incorporating all funds to be expended in the provision of services pursuant to this contract. Budget revisions may be made with written approval of the State, and are limited to the six-month interval and year-end of the contract. Revisions that meet or exceed a 10% and \$2,500 change will require a detailed explanation. Budget revisions may only request the transfer of funds within a category or between categories with the same matching ratio.

B.3 The Contractor may seek reimbursement for eligible expenses listed in "Budget Categories and Line Items," listed in Guidelines for Establishment of Accounting and Bookkeeping Procedures for Recipients of Section 5311 (Rural and Small-Urban Program) Funds, with the exception of funds specifically reserved, if any, and identified in "Specifically Programmed Funds," at the end of this Exhibit.

B.4 At the sole discretion of the State, the Contractor may carry forward any unexpended portion of the federal funds included in the Contract Price to a subsequent contract, if any, between the State and the Contractor.

**Community Action Programs Belknap Merrimack Counties, Inc.**

By: Ralph Littlefield Date: May 29, 2014

Title: Executive Director

Signature: 

County of Merrimack

On this the 29<sup>th</sup> day of May, 2014, before me, Kathy L. Howard, the undersigned officer, personally appeared Ralph Littlefield, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that (s)he has executed the same for the purposes therein contained. IN WITNESS WHEREOF I hereunto set my hand and official seal.



  
Notary Public/~~Justice of the Peace~~

**NH Department of Transportation**

By: Patrick C. Berling Date: 6/3/2014

Title: Director

Signature: 

**Approved by Attorney General**

By: Brim Buonamano Date: 6/11/14

Title: AAG

Signature: 

**Approved by Governor and Council**

By: \_\_\_\_\_ Date: \_\_\_\_\_

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 COMMUNITY ACTION PROGRAM BELKNAP AND MERRIMACK COUNTIES, INC. is a New Hampshire nonprofit corporation formed May 28, 1965. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 10<sup>th</sup> day of April A.D. 2014

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner  
Secretary of State

**Community Action Program Belknap-Merrimack Counties, Inc.**

**CERTIFICATE OF VOTE**

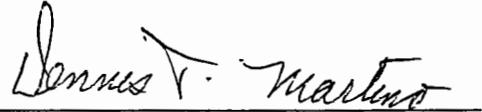
I, Dennis T. Martino, Secretary-Clerk of Community Action Program Belknap-Merrimack Counties, Inc. (hereinafter the "Corporation"), a New Hampshire corporation, hereby certify that: (1) I am the duly elected and acting Secretary-Clerk of the Corporation; (2) I maintain and have custody and am familiar with the minute books of the Corporation; (3) I am duly authorized to issue certificates with respect to the contents of such books; (4) that the Board of Directors of the Corporation have authorized, on 12/12/13, such authority to be in force and effect until 6/30/15 (contract termination date). (see attached)

The person(s) holding the below listed position(s) are authorized to execute and deliver on behalf of the Corporation any contract or other instrument for the sale of products and services:

Ralph Littlefield, Executive Director

(5) The meeting of the Board of Directors was held in accordance with New Hampshire, (state of incorporation) law and the by-laws of the Corporation; and (6) said authorization has not been modified, amended or rescinded and continues in full force and effect as of the date hereof. Excerpt of dated minutes or copy of article or section of authorizing by-law must be attached.

IN WITNESS WHEREOF, I have hereunto set my hand as the Clerk/Secretary of the corporation this 29th day of May, 20 14.

  
Secretary-Clerk

STATE OF NEW HAMPSHIRE  
COUNTY OF MERRIMACK

On this 29th day of May, 20 14, before me, Kathy L. Howard the undersigned Officer, personally appeared Dennis T. Martino who acknowledged her/himself to be the Secretary-Clerk of Community Action Program Belknap-Merrimack Counties, Inc., a corporation and that she/he as such Secretary-Clerk being authorized to do so, executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

  
Kathy L. Howard, Notary Public  
Notary Public/Justice of the Peace

Commission Expiration Date:



COMMUNITY ACTION PROGRAM  
BELKNAP-MERRIMACK COUNTIES, INC.

**CORPORATE RESOLUTION**

The Board of Directors of Community Action Program Belknap-Merrimack Counties, Inc. authorizes the Executive Director, Deputy Director, Chief Accountant, President, Vice-President(s) or Treasurer of the Agency to sign contracts and reports with the State of New Hampshire, Departments of the Federal Government, which include all federal #269 and #272 Forms, and public or private nonprofit agencies *including, but not limited to, the following:*

- Department of Administrative Services for food distribution programs
- Department of Education for nutrition programs
- Department of Health and Human Services
  - Bureau of Elderly and Adult Services for elderly programs
  - Bureau of Homeless and Housing Services for homeless/housing programs
  - Division of Children, Youth, and Families for child care programs
  - Division of Family Assistance for Community Services Block Grant
  - Division of Public Health Services for public health programs
- Department of Justice for child advocacy/therapy programs
- Department of Transportation-Public Transportation Bureau for transportation programs
- Public Utilities Commission for utility assistance programs
- Workforce Opportunity Council for employment and job training programs
- Department of Resources and Economic Development
- Governor's Office of Energy and Planning for Head Start, Low Income Energy Assistance, Weatherization and Block Grant programs
- New Hampshire Community Development Finance Authority
- New Hampshire Housing Finance Authority
- New Hampshire Secretary of State
- U. S. Department of Housing and Urban Development
- U. S. Department of the Treasury – Internal Revenue Service
- and other departments and divisions as required

This Resolution authorizes the signing of all supplementary and subsidiary documents necessary to executing the authorized contracts as well as any modifications or amendments relative to said contracts or agreements.

This Resolution was approved by the Board of Directors of Community Action Program Belknap-Merrimack Counties, Inc. on December 12, 2013, and has not been amended or revoked and remains in effect as of the date listed below.

May 29, 2014

Date



Dennis T. Martino  
Secretary/Clerk

SEAL



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
7/1/2013

PRODUCER (603) 669-3218 FAX: (603) 645-4331  
 Cross Insurance  
 ura Perrin  
 1100 Elm Street  
 Manchester NH 03101

INSURED  
 Community Action Program  
 Belknap-Merrimack Counties Inc.  
 P.O. Box 1016  
 Concord NH 03302

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Arch Insurance Company	
INSURER B: QBE	
INSURER C: Hanover Insurance Co	18058
INSURER D: N.H.M.M. JUA	
INSURER E:	

## COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	NCPKG02266000	6/17/2014	6/17/2015	EACH OCCURRENCE \$ 1,000,000
					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
					MED EXP (Any one person) \$ 5,000
					PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC				GENERAL AGGREGATE \$ 2,000,000
					PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	NCAUT0226600	6/17/2014	6/17/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
					BODILY INJURY (Per person) \$
					BODILY INJURY (Per accident) \$
					PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
A	EXCESS / UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	NCUMB02266000	6/17/2014	6/17/2015	EACH OCCURRENCE \$ 5,000,000
					AGGREGATE \$ 5,000,000
					\$
					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	QWC3000372 (3a.) NH All officers included	6/17/2014	6/17/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	OTHER Directors & Officers	PHSD727025	4/1/2014	4/1/2015	\$1,000,000
C	Blanket Crime	BDV1649128	3/27/2014	3/27/2015	500,000
D	Professional	NHJUA11882	12/30/2013	12/30/2014	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
 State of NH, Dept of Transportation is named as an Additional Insured with respect to General Liability and Auto Liability. In accordance with NH law, carrier will give 60 days advance notice of cancellation or non-renewal, except for non-payment which is 10 days.

## CERTIFICATE HOLDER

State of New Hampshire  
 Dept of Transportation  
 7 Hazen Drive  
 PO Box 483  
 Concord, NH 03302

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE  
 Laura Perrin/KS5 *Laura Perrin*





THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.  
COMMISSIONER

JEFF BRILLHART, P.E.  
ASSISTANT COMMISSIONER

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

Bureau of Rail & Transit  
May 2, 2013

*Approved 6/5/13  
Item 227*

REQUESTED ACTION

Authorize the Department of Transportation to enter into an agreement with Community Action Programs Belknap-Merrimack Counties, Inc. (Vendor # 177203), Concord, NH, for an amount not to exceed \$1,384,588 for public transportation services in the Concord and Laconia areas, for the period July 1, 2013 through June 30, 2015, effective upon approval by Governor and Council. 100% Federal Funds.

Funding for this agreement is available in the FY 2014 and 2015 budget, contingent upon the availability and continued appropriation of funds, with the authority to adjust encumbrances in each of the State fiscal years through the Budget Office if needed and justified.

	<u>FY 2014</u>	<u>FY 2015</u>
04-96-96-964010-2916 Public Transportation		
072-500575 Grants to Non-Profits-Federal	\$724,046	\$660,542

EXPLANATION

The Department has approved a request for Federal Transit Administration (FTA) funding from Community Action Programs Belknap-Merrimack Counties, Inc. to assist in the provision of public transit service in the Concord and Laconia areas. Community Action Programs Belknap-Merrimack Counties, Inc. is a private, non-profit organization providing public transportation services for the general public and elderly individuals and individuals with disabilities in Concord as Concord Area Transit (CAT) and in the Laconia area as Winnepesaukee Transit System (WTS).

Concord Area Transit operates three fixed routes, the Penacook, Heights and Crosstown routes, with complementary paratransit. Winnepesaukee Transit System is a demand-responsive, route-deviation public transit service in the Cities of Laconia and Franklin and Towns of Belmont, Tilton and Gilford.

The bus schedules for Community Action Programs Belknap-Merrimack Counties, Inc. are attached to this Agreement.

The Department's proposed FY 2014 and 2015 operating budget includes funds from the Federal Transit Administration (FTA) Section 5311 non-urban area formula program for public transportation in non-urbanized areas. Community Action Programs Belknap-Merrimack Counties, Inc. has provided public transit utilizing these funds since 1993. The Department has allocated funding for the coming biennium based on prior funding levels,

application  
the Depart  
amount

applications received, and available FTA funds. For the SFY 2014-2015 biennium the FTA Section 5311 allocation for Community Action Programs Belknap-Merrimack Counties, Inc. is \$1,234,936.

In addition to funds for transit operation, FTA Section 5317 New Freedom Program funds in the amount of \$85,827 are allocated to Community Action Programs Belknap-Merrimack Counties, Inc. for the SFY 2014-2015 biennium for travel training services to educate individuals with disabilities and the general public and assist them in using public transit or complementary paratransit services.

FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula program funds in the amount of \$63,825 are included for FY 2014 and 2015 will fund a volunteer driver coordinator position to provide additional transportation access in the Mid-State Regional Coordinating Council area (Belknap County, Merrimack County (excluding Hooksett) and the towns of Deering and Hillsborough). The FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula program funds were allocated by region, according to a formula based on regional populations of residents over 65 and those between the ages of 5-64 with disabilities. Each individual Regional Coordinating Council was responsible for conducting its own project solicitation, evaluation, and prioritization and then submitting one regional application for eligible Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula fund projects through an approved Lead Agency. The Mid-State Regional Coordinating Council designated Community Action Programs Belknap-Merrimack Counties, Inc. as the Lead Agency to apply for the funds. As required by FTA, the travel training and mobility management projects are identified in a locally developed coordinated public transit – human services transportation plan.

Of the total funds in this agreement, \$1,236,848 will support Concord Area Transit and \$147,740 will support Winnepesaukee Transit.

Community Action Programs Belknap-Merrimack Counties, Inc. will provide the required matching funds, 20% for administration and/or capital and 50% for operations.

The Department released a public notice on February 8, 2013 announcing the availability of funding from the FTA Section 5311 (Formula Grants for other than urbanized areas), Section 5316 (Jobs Access and Reverse Commute), and Section 5317 (New Freedom) with application submissions due March 29, 2013.

The Department received applications for eight (8) rural public transit systems as follows:

Acronym	Transit System	Applicant
AT	Advance Transit	Advance Transit
CAT	Concord Area Transit	Community Action Programs Belknap-Merrimack Counties
WTS	Winnepesaukee Transit System	Community Action Programs Belknap-Merrimack Counties
CAHS	Community Alliance Transportation Services	Community Alliance for Human Services
VNA	City Express	VNA @ Home Healthcare, Hospice & Community Services
NCT	North Country Transit	Tri-County Community Action Program
CCT	Carroll County Transit	Tri-County Community Action Program
CRT	Connecticut River Transit	Connecticut River Transit

An evaluation committee that consisted of Shelley Winters (NHDOT Rail & Transit Administrator), Frederick Butler (NHDOT Rail & Transit Transportation Specialist), and Christopher Morgan (retired NHDOT Rail & Transit Administrator) reviewed, evaluated and scored applications based on criteria as indicated in the

application materials and the Department's State Management Plans for FTA programs. Every application met the Department's criteria for inclusion in its SFY 2014 public transit funding plan and will be awarded separate amounts for the aforementioned transit systems.

Evaluation Criteria		Weight
1	The proposed service effectively addresses a demonstrated community need.	10%
2	The applicant has the fiscal and technical capacity and adequate budget to operate its service.	15%
3	The applicant has successful experience in providing transportation services.	15%
4	The application shows coordination with other transportation providers in the service area: public, nonprofit, and for-profit.	10%
5	The applicant demonstrates involvement in and support for the project, financial and otherwise, on the part of citizens and local government.	10%
6	The applicant demonstrates effort to involve the private sector in the delivery of transportation services.	5%
7	Elderly and disabled citizens have full access to the applicant's services.	10%
8	The applicant successfully demonstrates service efficiency and effectiveness, measured in ridership, service miles and hours, costs, and fare recovery. New applicants must demonstrate the ability to measure performance and achieve goals.	15%
9	The applicant complies with relevant Federal and state regulations, and has a history of compliance with regulations and reporting requirements.	10%
		100%

Rating Scale (0-10 scale)	
Explanation	Point Value
None. Not addressed or response of no value	0
Fair. Limited applicability	1 - 3
Good. Some applicability	4 - 6
Very Good. Substantial applicability	7 - 8
Excellent. Total applicability	9 - 10

Transit System	Average Score
Advance Transit	9.30
Concord Area Transit	8.57
Winnepesaukee Transit System	7.40
Community Alliance Transportation Services	8.38
City Express	8.45
North Country Transit	7.27
Carroll County Transit	6.62
Connecticut River Transit	8.37

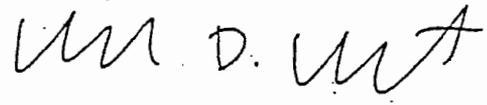
Subject

In the event that Federal funds become unavailable, general funds will not be requested to support this program.

The Agreement has been approved by the Attorney General as to form and execution and the Department will verify the necessary funds are available pending enactment of the Fiscal Year 2014 and 2015 budget. Copies of the fully executed agreement are on file at the Secretary of State's Office and the Department of Administrative Services' Office, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.  
Commissioner

Attachments