



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



January 29, 2014

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

Sole Source

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 \$25,000 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 March 12, 2014, upon Governor and Council approval through June 30, 2014. 100% Other Funds-Forest Management and Protection Fund (DRED); 100% Federal Funds (DOT); 65% Federal, 35% General and 75% Federal and 25% General-Conservation License Plate and Game Management (F&G); 100% Other Funds-Publication Fee Funds (DES).

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

	<u>FY 2014</u>	<u>Fund Mix</u>
03-35-35-351010-3505-073-500582 Grants to Other State Agencies (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
03-75-75-751520-2158-304-500841 Research and Management (F&G)	1,250.00	75%F, 25%G
03-44-44-440010-1009-102-500731 Contracts for Program Services (DES)	5,000.00	100%O
TOTAL	\$25,000.00	

2. Authorize the Office of Energy and Planning to enter into a **SOLE SOURCE** contract amendment (Contract #1031197), with the University of New Hampshire, (VC# 177867), Durham, NH, by increasing the contract amount by \$25,000.00 from \$70,000.00 to \$95,000.00 for the GRANIT project effective March 12, 2014, upon Governor and Council approval through June 30, 2014.

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

	<u>FY 2014</u>
01-02-02-024010-6570-102-500731 Contracts for Program Services	\$25,000.00

EXPLANATION

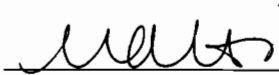
With this Agreement, DRED, DOT, F&G, and DES will provide the Office of Energy and Planning with a total of \$25,000 for the purpose of supporting the database functions and technical support services for the GRANIT geographic information system (GIS) project at Earth Systems Research Center (ESRC), University of New Hampshire, during fiscal year 2014. This Agreement will supplement other funding to continue maintenance of GRANIT services to state agencies and the public. Specifically, these funds will be used to continue the enhancement of the online data viewing tool, available at GRANITView.unh.edu; archive and distribute the final coastal Light Detection and Ranging (LiDAR) data set; continue the development and hosting of web mapping services, providing online access to the above image data sets; provide ongoing maintenance and hosting of the wildlife sightings web site; and archive and distribute transportation and water resources data sets.

This contract is **SOLE SOURCE** due to ESRC's long-standing partnership with the state to provide data maintenance, hosting and access, as well as training and technical support services. As the only multi-jurisdictional, multi-sector geospatial data repository in the state, ESRC maintains computer resources and data capability sufficient to manage the state's geographic information. ESRC also serves as the state's designated link to the National Spatial Data Infrastructure/Federal Geographic Data Committee's international network of GIS data repositories.

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 a digital geographic database, providing information to state, federal, regional, and local decision-makers. GRANIT's comprehensive data describe the physical and natural landscape of the state, and includes road centerline and related transportation data, and high-resolution imagery from NHDOT, surficial geology and aquifer data from NH DES, floodplain management data from OEP, wildlife sightings data from F&G, and Natural Heritage Bureau data from DRED.

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

Sincerely,



Meredith A. Hatfield, Director
Office of Energy and Planning



Christopher D. Clement, Sr., Commissioner
NH Department of Transportation



Jeffrey J. Rose, Commissioner
NH Department of Resources and
Economic Development



Thomas S. Burack, Commissioner
NH Department of Environmental Services



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

Peter C. Hastings
Commissioner

Feb 18, 2014

Meredith A. Hatfield
Director
Office of Energy and Planning
107 Pleasant Street
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 amendment 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 (ERC): formally Complex Systems Research Center as described below and referenced as DoIT No. 2013-023A.

This is a request to authorize the Office of Energy Planning to enter into a contract amendment with UNH to continue to provide support services to the Department of Resources and Economic Development, the Department of Transportation, the Department of Environmental Services and the NH Fish and Game Department. These funds will be used to continue the enhancement of a newly-released online data viewing tool; to archive and distribute the final coastal LiDAR data set; to continue the development and hosting of web mapping services, to provide online access to the above image data sets; to provide ongoing maintenance and hosting of the wildlife sightings website; and to archive and distribute transportation and water resources data sets. This contract amendment will increase the total value of the contract by \$25,000 from \$70,000 to \$95,000 through June 30, 2014.

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 that reads "Peter C. Hastings".

Peter C. Hastings

PCH/dcp

cc: Barbara Shea, OEP
David Perry, IT Manager – BFA/DoIT

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. Continued enhancement of the online data viewing tool, available at GRANITView.unh.edu;
 - B. Receipt, archiving, and distribution of image data sets, including LiDAR data for the Isles of Shoals, NAIP imagery, and others as they become available;
 - C. Development, maintenance and hosting of web mapping services, providing online access to the above image data sets;
 - D. Ongoing maintenance and hosting of wildlife sightings web site; and
 - E. Receipt, archiving, and distribution of transportation and water resources data sets.
- V. **PROJECT COSTS:** The total amount of this Agreement is \$25,000: \$5,000 from DRED; \$5,000 from DES; \$5,000 from F&G; and \$10,000 from DOT.
- VI. **DURATION:** The project duration extends from the date of approval by Governor and Council through June 30, 2014.

**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 existing 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, F&G, and 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, with fifteen (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,
with fifteen (15) days notice.

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



Meredith A. Hatfield, Director
Office of Energy and Planning

1/29/14

Date



Christopher D. Clement, Sr., Commissioner
NH Department of Transportation

2/3/14

Date



Jeffrey J. Rose, Commissioner
NH Department of Resources & Economic
Development

2/3/14

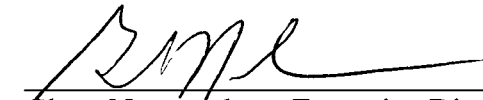
Date



Thomas S. Burack, Commissioner
NH Department of Environmental Services

2/3/2014

Date



Glenn Normandeau, Executive Director
NH Fish and Game Department

2/3/14

Date

OFFICE OF THE ATTORNEY GENERAL

By:


Assistant Attorney General

Date:

2 / 21, 2014

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:

AMENDMENT #1 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 **6/19/13**, item # **4**, for the Project titled "**FY14 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: Amend billing terms

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 **\$25,000** and will read:

Total State funds in the amount of **\$ 95,000** 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.
- ☐ 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.

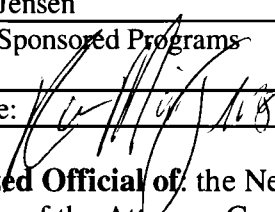
This Amendment and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire or other authorized officials approve this Amendment to the Cooperative Project Agreement.

IN WITNESS WHEREOF, the following parties agree to this **Amendment #1** to the Cooperative Project Agreement.

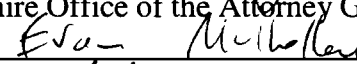
**By An Authorized Official of:
University of New Hampshire**

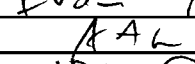
Name: Karen M. Jensen

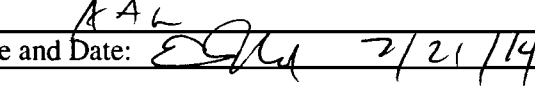
Title: Manager, Sponsored Programs
Administration

Signature and Date:  1/21/14

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

Name: 

Title:  AAL

Signature and Date:  2/21/14

**By An Authorized Official of:
NH Office of Energy and Planning**

Name: Meredith A. Hatfield

Title: Director

Signature and Date:  1/23/14

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

Name: _____

Title: _____

Signature and Date: _____

EXHIBIT A

- A. Project Title:** FY 14 NH GRANIT - Geographic Information Systems (GIS) Project
- B. Project Period:** July 1, 2013 - June 20, 2014
- 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:** 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:**
- F. Budget and Invoicing Instructions:** Using standard Campus invoices, Campus shall submit quarterly requests for payment. Invoices will be based on actual project expenses incurred during the invoicing period, and shall show current and cumulative expenses by major cost categories. State shall issue payment to Campus within 30 days of receipt. The final invoice shall be submitted to the State no more than 60 days after the grant completion date. Reimbursement may be delayed until State Project Director determines that a particular program activity or portion of the program activity described in the Project Scope of Work has been satisfactorily completed. Program costs may be paid if requested within 60 days after the Project Period end date.

Budget Summary	State Funding	Cost Share	Total
1. Salaries & Wages	\$43,500	0	\$43,500
2. Employee Fringe Benefit	20,141	0	20,141
3. Travel	500	0	500
4. Supplies & Services	619	0	619
5. Equipment	5,500	0	5,500
6. Facilities & Admin Costs	24,740	0	24,740
Subtotals:	\$95,000	0	\$95,000



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



May 9, 2013

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

Approval by the Governor
and Council on 6/19/13
Agenda Item 4
PO 103/197

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 \$70,000.00 to continue implementation of GRANIT, the state's computerized geographic information system, effective July 1, 2013 through June 30, 2014, upon approval by Governor and Council. 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 FY2014 budget, as follows:

	<u>FY 2014</u>
01-02-02-024010-6570	
102-500731 Contracts for Program Services	\$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 2014 budget. 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 2014 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/JC/

TDD Access: Relay NH 1-800-735-2964

G&C 06/19/13



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

Peter C. Hastings
Acting Commissioner

May 15, 2013

Meredith A. Hatfield
Director
Office of Energy and Planning
4 Channel Drive
Concord, NH 03301

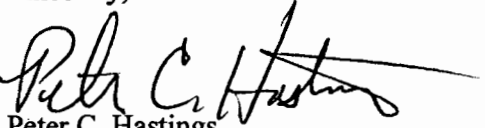
Dear Director Hatfield:

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. 2014-023.

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 \$70,000 and shall become effective upon Governor and Executive Council approval through June 30, 2014.

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

Sincerely,


Peter C. Hastings

PCH/dcp

cc: Donna Raymond, 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 **6/30/14**. 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: FY14 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: Joanne Cassulo

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: Joanne Cassulo

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 **\$70,000** 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: _____

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

Name: Evan Mulholland

Title: AAL

Signature and Date: _____

**By An Authorized Official of:
Office of Energy and Planning**

Name: Meredith A. Hatfield

Title: Director

Signature and Date: _____

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

Name: _____

Title: _____

Signature and Date: _____

JUN 19 2013

DEPUTY SECRETARY OF STATE

EXHIBIT A

- A. Project Title:** FY 14 NH GRANIT - Geographic Information Systems (GIS) Project
- B. Project Period:** July 1, 2013 - June 30, 2014
- 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:

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 semi-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, quality assurance of the data layers automated at other installations, technical assistance for system users, and supervision of the in-house digitizing 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 GRANITView, 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.

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:

Budget Items	State Funding	Cost Sharing (if required)	Total
1. Salaries & Wages	34,000	0	34,000
2. Employee Fringe Benefits	15,742	0	15,742
3. Travel	500	0	500
4. Supplies and Services	409	0	409
5. Equipment	0	0	0
6. Facilities & Admin Costs	19,349	0	19,349
Subtotals	70,000	0	70,000
Total Project Costs:		70,000	

Using standard Campus invoices, Campus shall submit quarterly requests for payment. Invoices will be based on actual project expenses incurred during the invoicing period, and shall show current and cumulative expenses by major cost categories. State shall issue payment to Campus within 30 days of receipt. The final invoice shall be submitted to the State no more than 60 days after the grant completion date.

Reimbursement may be delayed until State Project Director determines that a particular program activity or portion of the program activity described in the Project Scope of Work has been satisfactorily completed. Program costs may be paid if requested within 60 days after the Project Period end date.