



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



MAY 04 '20 PM 12:45 DAS

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Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

Bureau of Highway Design
April 6, 2020

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

REQUESTED ACTION

Authorize the Department of Transportation to amend Contract #4007623, with Vanasse Hangen Brustlin, Inc., Vendor #174584, for preliminary design of improvements to US 202 at its intersection with NH 124 and NH 137 in the Town of Jaffrey, by **retroactively** extending the completion date from April 30, 2020 to August 31, 2020, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on February 1, 2017, Item #26. Time extension only, no new funding.

EXPLANATION

This item is **retroactive** due to the ongoing COVID 19 situation, which requires a delay in the Finding of Necessity Public Meeting as well as additional coordination with impacted property owners.

On February 1, 2017 the Governor and Council approved this professional engineering design and environmental consultant services PART A preliminary design agreement in the amount of \$950,877.12. The purpose of this agreement is to develop and evaluate alternatives to improve the flow of traffic within and through the historic town center. Environmental efforts are needed to prepare and complete all appropriate environmental documentation including, at a minimum, the requirements of the National Environmental Policy Act, the Clean Water Act, the National Historic Preservation Act and Section 4(f) of the US Department of Transportation Act. The environmental evaluation will also need to identify all applicable environmental permitting requirements. The Consultant will also assist the Department in undertaking a robust public involvement process building upon the Town's planning efforts, including close coordination with the Town of Jaffrey and other stakeholders, and culminating in a formal Public Hearing for the preferred alternative. The tenets of context sensitive solutions will be employed as appropriate to achieve a balance among the competing needs of motorized and non-motorized road users and other stakeholders, while minimizing impacts upon the natural, cultural, and social environments. This project is included in the State's Ten-Year Transportation Improvement Plan (Jaffrey, X-A003(234), 16307).

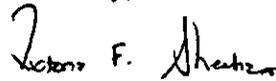
On December 5, 2018 the Governor and Council approved extending the original completion date of January 31, 2019 to June 30, 2019 (Item #5A). On May 15, 2019 the Governor and Council approved extending the completion date of June 30, 2019 to December 31, 2019 (Item #5A). On December 18, 2019 the Governor and Council approved extending the completion date of December 31, 2019 to April 30, 2020 (Item #5N).

This amendment to the Agreement is to extend the contract's previously-amended completion date to allow additional time for the Finding of Necessity Public Meeting as well as additional coordination with impacted property owners. The work is approximately 98% complete, and of the original \$950,877.12 amount for this contract; there is a balance of approximately \$50,000.00 remaining (100% Federal Funds).

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

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

Sincerely,



Victoria F. Sheehan
Commissioner

Attachments

AGREEMENT AMENDMENT

JAFFREY, X-A001(234), 16307 (PART A)

VANASSE HANGEN BRUSTLIN, INC.

IN WITNESS WHEREOF the parties hereto have executed this amended AGREEMENT on the day and year first above written.

Consultant

WITNESS TO THE CONSULTANT

By: *J. Sullivan*

Dated: 4/9/20

CONSULTANT

By: *Mark F. Kennedy*

Senior Principal (Title)

Dated: 4/9/20

Department of Transportation

WITNESS TO THE STATE OF NEW HAMPSHIRE

By: *Robert J. Jewell*

Dated: April 16, 2020

THE STATE OF NEW HAMPSHIRE

By: *G. F. [Signature]*
Director of Project Development

^{for} DOT COMMISSIONER
Dated: April 16, 2020

Attorney General

This is to certify that the above-amended AGREEMENT has been reviewed by this office and is approved as to form and execution.

Dated: 4/30/20

By: *Adrian B. Greenstein*
Assistant Attorney General

Secretary of State

This is to certify that the GOVERNOR AND COUNCIL on _____ approved this amended AGREEMENT.

Dated: _____

Attest:

By: _____
Secretary of State

VANASSE HANGEN BRUSTLIN, INC.

Certificate of Vote

**JAFFREY 16307 (PART A)
X-A001(234)
US 202 Intersection with NH 124 & NH 137**

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

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

VOTED:

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

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

ATTEST:

Date: April 9, 2020


Clerk



State of New Hampshire

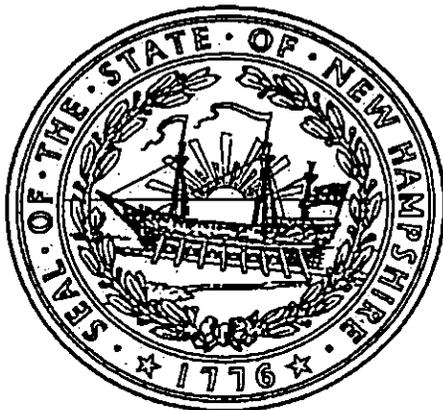
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that VANASSE HANGEN BRUSTLIN, INC. is a Massachusetts Profit Corporation registered to transact business in New Hampshire on December 11, 1986. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 104275

Certificate Number: 0004892977



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

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

William M. Gardner
Secretary of State



VANAS-1

OP ID: CI

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/23/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

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

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

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab <input checked="" type="checkbox"/> Blanket Waiver GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	X	6018141932 NO DEDUCTIBLE XCU COVERAGE INCL	05/01/2020	05/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOP AGG \$ 2,000,000 Val Paper \$ 1,500,000
C	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> 1501873 MA <input type="checkbox"/> Safety NOH	X	X	6018203376	05/01/2020	05/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical Expense \$ 5,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	X	X	6018203362 FOLLOWS FORM	05/01/2020	05/01/2021	EACH OCCURRENCE \$ 14,000,000 AGGREGATE \$ 14,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	X	6017185236 ALL STATES LONGSHORE/HA	05/01/2020	05/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Arch Eng Prof Liab Incl Pollution Liab			DPR9945121 FULL PRIOR ACTS	07/19/2019	07/19/2020	Per Claim \$ 5,000,000 Aggregate \$ 5,000,000

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

PL Deductible: \$50,000

See Attachment

CERTIFICATE HOLDER NHDOT-1 New Hampshire Department of Transportation John O. Morton Building 7 Hazen Drive, P.O. Box 483 Concord, NH 03302-0483	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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NOTEPAD:HOLDER CODE NHDOT-1
INSURED'S NAME Vanasse Hangen Brustlin Inc.VANAS-1
OP ID: CLPAGE 2
Date 04/23/2020

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

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



Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

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



William Cass, P.E.
Assistant Commissioner

Bureau of Highway Design
November 19, 2019

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

REQUESTED ACTION

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

Authorize the Department of Transportation to amend Contract #4007623, with Vanasse Hangen Brustlin, Inc., Vendor #174584, for preliminary design of improvements to US 202 at its intersection with NH 124 and NH 137 in the Town of Jaffrey, by extending the completion date from December 31, 2019 to April 30, 2020, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on February 1, 2017, Item #26. Time extension only, no new funding.

EXPLANATION

The purpose of this professional engineering design and environmental consultant services agreement is to develop and evaluate alternatives to improve the flow of traffic within and through the historic town center. Environmental efforts are needed to prepare and complete all appropriate environmental documentation including, at a minimum, the requirements of the National Environmental Policy Act, the Clean Water Act, the National Historic Preservation Act and Section 4(f) of the US Department of Transportation Act. The environmental evaluation will also need to identify all applicable environmental permitting requirements. The Consultant will also assist the Department in undertaking a robust public involvement process building upon the Town's planning efforts, including close coordination with the Town of Jaffrey and other stakeholders, and culminating in a formal Public Hearing for the preferred alternative. The tenets of context sensitive solutions will be employed as appropriate to achieve a balance among the competing needs of motorized and non-motorized road users and other stakeholders, while minimizing impacts upon the natural, cultural, and social environments. This project is included in the State's Ten-Year Transportation Improvement Plan (Jaffrey, X-A003(234), 16307).

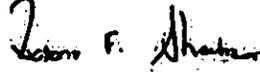
On December 5, 2018 the Governor and Council approved extending the original completion date of January 31, 2019 to June 30, 2019 (Item #5A). On May 15, 2019 the Governor and Council approved extending the completion date of June 30, 2019 to December 31, 2019 (Item #5A).

This amendment to the Agreement is to extend the contract's previously-amended completion date to allow the consultant adequate time to complete the post-hearing documentation process. The work is approximately 97% complete, and of the original \$950,877.12 amount for this contract; there is a balance of approximately \$57,000.00 remaining (100% Federal Funds).

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

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

Sincerely,



Victoria F. Sheehan
Commissioner

Attachments



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

JAFFREY 16307 (Part A)
X-A001(234)
US 202 intersection w/ NH 124 & NH 137
Time Extension Amendment 3 (Retroactive)
(Agreement Dated December 15, 2016,
Contract No. 4007623)

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

November 18, 2019

Mr. Martin F. Kennedy, P.E.
Project Manager
Vanasse Hangen Brustlin, Inc.
2 Bedford Farms Drive, Suite 200
Bedford, NH 03110

Dear Mr. Kennedy:

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

Original Completion Date	January 31, 2019
Amended to	June 30, 2019
Amended to	December 31, 2019
By this letter, amended to	April 30, 2020

This no-additional-cost change order for the extension is as requested by your letter dated November 3, 2019.

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

Sincerely,

Loretta Girard Doughty, P.E.
Project Manager

Approved: Peter E. Starnas, P.E.
Director of Project Development

We concur in the above Amendment.

VANASSE HANGEN BRUSTLIN, INC.

By:

Title:

LGD/wjh

s:\highway-design\towns\jaffrey\16307\letters\vhb 11-18-19.tel.docx

AGREEMENT AMENDMENT

JAFFREY, X-A001(234), 16307 (PART A)

VANASSE HANGEN BRUSTLIN, INC.

IN WITNESS WHEREOF the parties hereto have executed this amended AGREEMENT on the day and year first above written.

Consultant

WITNESS TO THE CONSULTANT

By: *[Signature]*

Dated: 11/19/19

CONSULTANT

By: *[Signature]*

Managing Director (Title)

Dated: Nov. 19, 2019

Department of Transportation

WITNESS TO THE STATE OF NEW HAMPSHIRE

By: *[Signature]*

Dated: November 21, 2019

THE STATE OF NEW HAMPSHIRE,

By: *[Signature]*

Director of Project Development

DOT COMMISSIONER

Dated: November 21, 2019

Attorney General

This is to certify that the above-amended AGREEMENT has been reviewed by this office and is approved as to form and execution.

Dated: 12/3/2019

By: *[Signature]*
Assistant Attorney General

Secretary of State

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

Dated: DEC 18 2019

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

DEPUTY SECRETARY OF STATE

VANASSE HANGEN BRUSTLIN, INC.

Certificate of Vote

Jaffrey 16307 (Part A)

X-A001(234)

US 202 Intersection with NH 124 & NH 137

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

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

VOTED:

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

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

ATTEST:

Date: Nov 17, 2019





State of New Hampshire

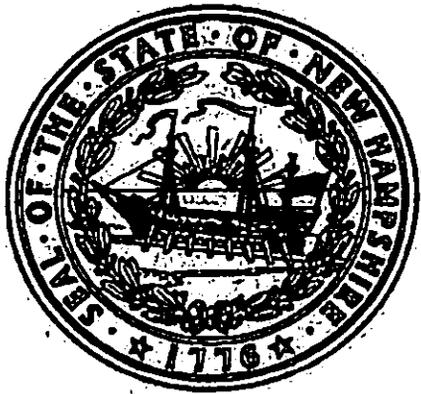
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that VANASSE HANGEN BRUSTLIN, INC. is a Massachusetts Profit Corporation registered to transact business in New Hampshire on December 11, 1986. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 104275

Certificate Number : 0004485580.



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 2nd day of April A.D. 2019.

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

William M. Gardner
Secretary of State



VANAS-1

OP ID: CI

CERTIFICATE OF LIABILITY INSURANCE

DATE (mm/dd/yyyy)
08/12/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Poole Professional Ltd. 107 Audubon Rd. #2, Sta. 305 Wakefield, MA 01880 Christopher A. Poole 781-245-5400	CONTACT Christopher A. Poole PHONE (AG, No, Ext): 781-245-5400 FAX (AG, No): 781-245-5483	
	INSURERS AFFORDING COVERAGE	
INSURED Vermont Design Group, Inc. 110 E. North Street North Ferrisburgh, VT 05703 Christopher A. Poole, P.E. Christopher A. Poole, P.E. A.C. Inc. Inc. 100 Main St. Montpelier, VT 05602	INSURER A: Transportation Insurance Co NAIC # 20494	INSURER B: Safety Insurance Company 39454
	INSURER C: Continental Casualty Company 20443	INSURER D: Valley Forge Insurance Company 20508
	INSURER E: XL Specialty Insurance Company 37885	INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

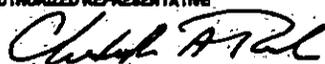
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

PROD. LTR	TYPE OF INSURANCE	ADDL. INSD	SUBR. W/O	POLICY NUMBER	POLICY EFF. DATE (mm/dd/yyyy)	POLICY EXP. DATE (mm/dd/yyyy)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contract Lib. <input checked="" type="checkbox"/> Blanket Waiver GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X	X	6018141932	05/01/2019	05/01/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 V. Papers \$ 1,500,000 COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical Expense \$ 5,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> RETENTION \$ 10,000	X	X	6018203362	05/01/2019	05/01/2020	EACH OCCURRENCE \$ 14,000,000 AGGREGATE \$ 14,000,000
D	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A	X	X	6017185236	05/01/2019	05/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER EL EACH ACCIDENT \$ 1,000,000 EL DISEASE - EA EMPLOYEE \$ 1,000,000 EL DISEASE - POLICY LIMIT \$ 1,000,000
E	<input checked="" type="checkbox"/> Arch/Eng E & O <input checked="" type="checkbox"/> Incl Pollution Lib.			DPR3945121	07/19/2019	07/19/2020	Per Claim \$ 5,000,000 Aggregate \$ 5,000,000

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

PL Deductible: \$50,000

See Attachment

CERTIFICATE HOLDER NHDOT-1 New Hampshire Department of Transportation John O. Morton Building 7 Hazen Drive, P.O. Box 483 Concord, NH 03302-0483	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03)

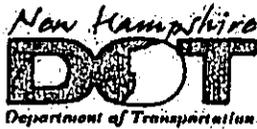
© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

NOTEPAD:HOLDER CODE **NHDOT-1**
INSURED'S NAME **Vansese Hangen Brustlin, Inc.;****VANAS-1**
OP ID: **CL**PAGE 2
Date **08/12/2019**

RE: PROJECT(S): Statewide On-Call Hwy Design, 26922-Newington-Dover,
112388 Part A-Statewide On-Call Br. Design, 26433-Manchester, 16099 Part
B-Statewide On-Call Water Quality Service, 41454-Statewide On-Call Hwy,
Design, 41329-Statewide On-Call Air Quality and Noise, 41305-Jaffrey I-
A003(234), 16037-Statewide On-Call Hwy. Design, 41883-Statewide On-Call
Br. Design, 41341

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



Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Assistant Commissioner

G+C #5A
Date 5-15-19

Bureau of Highway Design
March 22, 2019

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

REQUESTED ACTION

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

Authorize the Department of Transportation to amend Contract #4007623, with Vanasse Hangen Brustlin, Inc., Vendor #174584, for preliminary design of improvements to US 202 at its intersection with NH 124 and NH 137 in the Town of Jaffrey, by extending the completion date from June 30, 2019 to December 31, 2019, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on February 1, 2017, Item #26. Time extension only, no new funding.

EXPLANATION

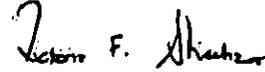
The purpose of this professional engineering design and environmental consultant services agreement is to develop and evaluate alternatives to improve the flow of traffic within and through the historic town center. Environmental efforts are needed to prepare and complete all appropriate environmental documentation including, at a minimum, the requirements of the National Environmental Policy Act, the Clean Water Act, the National Historic Preservation Act and Section 4(f) of the US Department of Transportation Act. The environmental evaluation will also need to identify all applicable environmental permitting requirements. The Consultant will also assist the Department in undertaking a robust public involvement process building upon the Town's planning efforts, including close coordination with the Town of Jaffrey and other stakeholders, and culminating in a formal Public Hearing for the preferred alternative. The tenets of context sensitive solutions will be employed as appropriate to achieve a balance among the competing needs of motorized and non-motorized road users and other stakeholders, while minimizing impacts upon the natural, cultural, and social environments. This project is included in the State's Ten-Year Transportation Improvement Plan (Jaffrey, X-A003(234), 16307).

This amendment to the Agreement is to extend the contract's previously-amended completion date to allow the consultant adequate time for continued public outreach, coordination with the owners of impacted properties and other stakeholders. A formal Public Hearing for this project is expected in early summer 2019. The work is approximately 70% complete, and of the original \$950,877.12 amount for this contract; there is a balance of approximately \$310,500.00 remaining (100% Federal Funds). On December 5, 2018 the Governor and Council approved extending the original completion date of January 31, 2019 to June 30, 2019 (Item #5A).

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

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

Sincerely,



Victoria F. Sheehan
Commissioner

Attachments



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

G+C # 5A
Date 12-5-18

William Cass, P.E.
Assistant Commissioner

Bureau of Highway Design
October 24, 2018

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

REQUESTED ACTION

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

Authorize the Department of Transportation to amend Contract #4007623, with Vanasse Hangen Brustlin, Inc., Vendor #174584, for preliminary design of improvements to US 202 at its intersection with NH 124 and NH 137 in the Town of Jaffrey, by extending the completion date from January 31, 2019 to June 30, 2019, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on February 1, 2017, Item #26. Time extension only, no new funding.

EXPLANATION

The purpose of this professional engineering design and environmental consultant services agreement is to develop and evaluate alternatives to improve the flow of traffic within and through the historic town center. Environmental efforts are needed to prepare and complete all appropriate environmental documentation including, at a minimum, the requirements of the National Environmental Policy Act, the Clean Water Act, the National Historic Preservation Act and Section 4(f) of the US Department of Transportation Act. The environmental evaluation will also need to identify all applicable environmental permitting requirements. The Consultant will also assist the Department in undertaking a robust public involvement process building upon the Town's planning efforts, including close coordination with the Town of Jaffrey and other stakeholders, and culminating in a formal Public Hearing for the preferred alternative. The tenets of context sensitive solutions will be employed as appropriate to achieve a balance among the competing needs of motorized and non-motorized road users and other stakeholders, while minimizing impacts upon the natural, cultural, and social environments. This project is included in the State's Ten-Year Transportation Improvement Plan (Jaffrey, X-A003(234), 16037).

This amendment to the Agreement is to extend the contract's original completion date to allow the consultant adequate time for continued public outreach, coordination with the owners of impacted properties and other stakeholders. The work is approximately 50% complete, and of the original \$950,877.12 amount for this contract; there is a balance of approximately \$495,000 remaining (100% Federal Funds).

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

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

Sincerely,

Victoria F. Sheehan
Commissioner

Attachments



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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VICTORIA F. SHEKHAN
COMMISSIONER

WILLIAM CASS, P.E.
ASSISTANT COMMISSIONER

Bureau of Highway Design
December 15, 2016

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

REQUESTED ACTION

Authorize the Department of Transportation to enter into an Agreement with the firm of Vanasse Hangen Brustlin, Inc., Bedford, NH, Vendor #174584, for an amount not to exceed \$950,877.12, for preliminary design of improvements to US 202 at its intersection with NH 124 and NH 137 in the Town of Jaffrey, effective upon Governor and Council approval, through January 31, 2019. 100% Federal Funds.

Funds to support this request are available in the following account in State FY 2017, and are contingent upon the availability and continued appropriation of funds in FY 2018 and FY 2019, with the ability to adjust encumbrances between State Fiscal Years if needed and justified:

Table with 4 columns: Account Number, FY 2017, FY 2018, FY 2019. Row 1: 04-096-96-963515-3054 Consolidated Federal Aid. Row 2: 046-500464 Gen Consultants Non-Benefit with values \$238,000.00, \$476,000.00, \$236,877.12.

EXPLANATION

The Department requires professional engineering, environmental, and public involvement consulting services for the study of improvements to US 202 and its intersections with NH 124 and NH 137 in the Town of Jaffrey. Preliminary engineering is required to develop and evaluate alternatives to improve the flow of traffic within and through the historic town center. Environmental efforts are needed to prepare and complete all appropriate environmental documentation including, at a minimum, the requirements of the National Environmental Policy Act, the Clean Water Act, the National Historic Preservation Act and Section 4(f) of the US Department of Transportation Act. The environmental evaluation will also need to identify all applicable environmental permitting requirements. The Consultant will also assist the Department in undertaking a robust public involvement process building upon the Town's planning efforts, including close coordination with the Town of Jaffrey and other stakeholders, and culminating in a formal Public Hearing for the preferred alternative. The tenets of context sensitive solutions will be employed as appropriate to achieve a balance among the competing needs of motorized and non-motorized road users and other stakeholders, while minimizing impacts upon the natural, cultural, and social environments. This project will require both Part "A" (Preliminary Design) and Part "B" (Final Design) services. This agreement is for Part "A" only. Upon completion of Part "A" services, the Department reserves the right to either negotiate a scope and fee for Part "B", or terminate the contract. This project is included in the State's Ten-Year Transportation Improvement Plan (Jaffrey, X-A003(234), 16037).

The consultant selection process employed by the Department for this qualifications-based contract is in accordance with RSAs 21-I:22, 21-I:22-c and 21-I:22-d, all applicable Federal laws and the Department's "Consultant Selection and Service Agreement Procedures" dated December 1999. The Department's Consultant Selection Committee is a standing committee that meets regularly to administer the process and make determinations. The Committee is comprised of the Assistant Director of Project Development (Chair), the Chief Project Manager, the Administrators of the Bureaus of Highway Design, Bridge Design, Environment, and Materials and Research, and the Municipal Highways Engineer.

The consultant selection process for this qualifications-based contract was initiated by a solicitation for consultant services for Jaffrey 16037 US 202/NH124/NH137 Improvements (Preliminary Design Part A). The assignment was listed as a "Project Soliciting for Interest" on the Department's website on August 29, 2014 asking for letters of interest from qualified firms. From the list of firms that submitted letters of interest, the Committee prepared a long and then short list of Consultants on October 9, 2014 for consideration and approval by the Assistant Commissioner. Upon receipt of that approval, three shortlisted firms were notified on November 17, 2014 through a technical "Request for Proposal" (RFP). Committee members individually rated the firms on January 8, 2015 using a written ballot to score each firm on the basis of comprehension of the assignment, clarity of the proposal, capacity to perform in a timely manner, quality and experience of the project manager and the team, previous performance, and overall suitability for the assignment. (A compilation of the completed individual rating ballots and the ranking summary form is attached.) The individual rankings were then totaled to provide an overall ranking of the three firms, and the Committee's ranking was submitted to the Assistant Commissioner for consideration and approval. Upon receipt of that approval, the short listed firms were notified of the results and the highest-ranking firm was asked to submit a fee proposal for negotiations.

The long list of six consultant firms that were considered for this assignment, with the three short-listed firms shown in bold, is as follows:

<u>Consultant Firm</u>	<u>Office Location</u>
BETA Group, Inc.	Norwood, MA
DuBois & King Inc.	Bedford, NH
Fay, Spofford & Thorndike, LLC	Bedford, NH
McFarland-Johnson, Inc.	Concord, NH
TEC, Inc.	Lawrence, MA
Vanasse Hangen Brustlin, Inc.	Bedford, NH

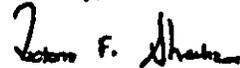
The firm of Vanasse Hangen Brustlin, Inc. was recommended for this contract. This firm has an excellent reputation and has demonstrated their capability to perform the required services. Background information on this firm is attached.

Vanasse Hangen Brustlin, Inc. has agreed to furnish the professional engineering services for an amount not to exceed \$950,877.12. This is a reasonable fee and is commensurate with the complexity of the project and the scope of the engineering and technical services to be furnished. This project funding is 80% Federal funds with 20% State match. Turnpike toll credit is being utilized for New Hampshire's match requirement, effectively using 100% federal funds.

This Agreement (Jaffrey, X-A003(234), 16037) has been approved by the Attorney General as to form and execution. The Department has verified that the necessary funds are available. Copies of the fully-executed Agreement are on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

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

Sincerely,



Victoria F. Sheehan
Commissioner

Attachments