



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

April 14, 2014

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

REQUESTED ACTION

Authorize the Department of Environmental Services to enter into an agreement with the Silver Lake Land Trust, Harrisville, NH, (VC # 156772) in the amount of \$10,350 to complete the *Silver Lake Watershed Management Plan Implementation Phase 2: Soak Up the Rain Silver Lake Project*, effective upon Governor and Council approval through December 31, 2016. 100% Federal Funds.

Funding is available in the accounts as follows:

	<u>FY 2014</u>
03-44-44-442010-7602-072-500575	\$10,350
Dept. Environmental Services, Surface Water Quality PPG, Grants-Federal	

EXPLANATION

The Department of Environmental Services (DES) issued a Request For Proposals (RFP) for the 2014 Watershed Assistance Grants program. Fourteen proposals were received. The proposals were ranked based on the criteria included in the RFP: water quality improvement or protection; cost/benefit ratio; local capacity to complete the project; relative value or significance of the water body; and, general quality and thoroughness of the proposal. Based on results of the selection process and available federal grant funding levels, the eleven highest ranked projects were selected to receive funding. Please see Attachment B for a list of project rankings and review team members.

The Watershed Assistance Grants focus on the reduction of nonpoint source (NPS) pollution. NPS pollution occurs when rainfall, snowmelt, or irrigation water runs over land or through the ground, transporting materials which are then deposited into rivers, lakes, and coastal waters, or introduced into the groundwater. Pollutants can include chemicals, sediments, nutrients, and toxics. These materials can have harmful effects on drinking water supplies, recreation, fisheries, and wildlife. Land development or changes in land use can also cause NPS pollution by disrupting the natural hydrology of a water body, increasing impervious surfaces, and contributing to the loss of aquatic habitat. Watershed Assistance programs address NPS pollution by promoting good land use practices on a watershed scale.

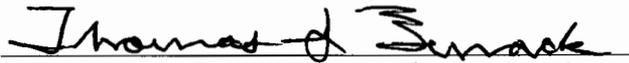
Silver Lake Land Trust (SLLT) is a nonprofit organization focused on protecting the 330-acre Silver Lake in Harrisville, and Nelson, New Hampshire. SLLT has a proven track record of working cooperatively with other local stakeholders to protect resources in the watershed. While Silver Lake currently enjoys relatively good water quality, a Natural Resource Inventory conducted by the Monadnock Conservancy in 2012, identified 46 locations where stormwater best management practices (BMPs) are necessary to protect water quality from the negative impacts of stormwater runoff. Through this project, SLLT seeks to address these issues by working with willing landowners in the Silver Lake

watershed to develop and implement a program to reduce polluted runoff, sedimentation, and nutrient loading to the lake.

To accomplish this goal, the SLLT will: 1) develop an outreach program to show local landowners how they can manage stormwater in order to protect the lake's water quality; 2) develop a cost share program that will provide financial assistance for willing landowners who want to install stormwater BMPs; 3) create a group of local volunteers that will be available to help construct and maintain BMPs in the watershed, and; 4) work with willing landowners to implement between 10 and 20 demonstration BMPs that will reduce stormwater pollution entering the lake, and serve as examples for additional future installations. To demonstrate the success of the project, SLLT will provide DES with documentation of the BMP installations, and their associated pollutant load reduction estimates.

The total project costs are budgeted at \$17,253. DES will provide \$10,350 (60%) of the project costs through a federal grant and the Silver Lake Land Trust will provide the remaining costs through cash and in-kind services. A budget breakdown is provided in Attachment A. In the event that Federal Funds become no longer available, General Funds will not be requested to support this program. The agreement has been approved by the Office of the Attorney General as to form, execution, and content.

We respectfully request your approval.


Thomas S. Burack, Commissioner

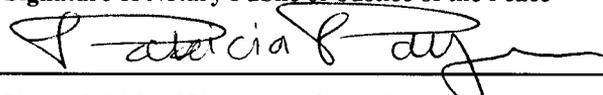
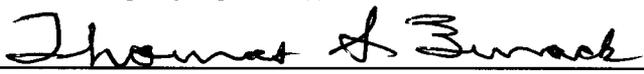
GRANT AGREEMENT

Subject: Silver Lake Watershed Management Plan Implementation Phase 2: Soak up the Rain
Silver Lake

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATIONS AND DEFINITIONS

1.1 State Agency Name Department of Environmental Services		1.2 State Agency Address 29 Hazen Drive Concord, NH 03301	
1.3 Grantee Name Silver Lake Land Trust		1.4 Grantee Address PO Box 182 Harrisville, NH 03450	
1.5 Effective Date Upon G&C approval	1.6 Completion Date December 31, 2016	1.7 Audit Date N/A	1.8 Grant Limitation \$10,350
1.9 Grant Officer for State Agency Eric Williams, Watershed Assistance Section Supervisor		1.10 State Agency Telephone Number 603-271-2358	
1.11 Grantee Signature 		1.12 Name & Title of Grantee Signor Rosamond P. Deloria, Chair	
1.13 Acknowledgment: State of New Hampshire, County of <u>Chester</u> On <u>04/01/14</u> , before the undersigned officer, personally appeared the person identified in block 1.12., or satisfactorily proven to be the person whose name is signed in block 1.11., and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace (Seal) 			
1.13.2 Name & Title of Notary Public or Justice of the Peace Patricia Fagne, Notary Public			
1.14 State Agency Signature(s) 		1.15 Name/Title of State Agency Signor(s) Thomas S. Burack, Commissioner	
1.16 Approval by Attorney General's Office (Form, Substance and Execution) By:  Attorney, On: <u>4/20/2014</u>			
1.17 Approval by the Governor and Council By: _____ On: / /			

2. **SCOPE OF WORK.** In exchange for grant funds provided by the state of New Hampshire, acting through the agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-O, the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being referred to as "the Project").

3. **AREA COVERED.** Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the state of New Hampshire.

4. **EFFECTIVE DATE; COMPLETION OF PROJECT.**

4.1 This Agreement, and all obligations of the parties hereunder, shall become effective on the date in block 1.5 or on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire whichever is later (hereinafter referred to as "the Effective Date").

4.2 Except as otherwise specifically provided for herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.6 (hereinafter referred to as "the Completion Date").

5. **GRANT AMOUNT; LIMITATION ON AMOUNT; VOUCHERS; PAYMENT.**

5.1 The Grant Amount is identified and more particularly described in EXHIBIT B, attached hereto.

5.2 The manner of, and schedule of payment shall be as set forth in EXHIBIT B.

5.3 In accordance with the provisions set forth in EXHIBIT B, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount.

The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.

5.4 The payment by the State of the Grant amount shall be the only, and the complete, compensation to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.

5.5 Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.

6. **COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS.**

In connection with the performance of the Project, the Grantee shall comply with all statutes, laws, regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits.

7. **RECORDS AND ACCOUNTS.**

7.1 Between the Effective Date and the date seven (7) years after the Completion Date the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.

7.2 Between the Effective Date and the date seven (7) years after the Completion Date, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records or personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these general provisions.

8. **PERSONNEL.**

8.1 The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.

8.2 The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform such Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.

8.3 The Grant officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.

9. **DATA: RETENTION OF DATA; ACCESS.**

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.

9.3 No data shall be subject to copyright in the United States or any other country by anyone other than the State.

9.4 On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.

9.5 The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.

10. **CONDITIONAL NATURE OF AGREEMENT.**

Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.

11. **EVENT OF DEFAULT; REMEDIES.**

11.1 Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):

11.1.1 failure to perform the Project satisfactorily or on schedule; or

11.1.2 failure to submit any report required hereunder; or

11.1.3 failure to maintain, or permit access to, the records required hereunder; or

11.1.4 failure to perform any of the other covenants and conditions of this Agreement.

11.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

11.2.1 give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and

11.2.2 give the Grantee a written notice specifying the Event of

Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and 11.2.3 set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and

11.2.4 treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

12. TERMINATION.

12.1 In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.

12.2 In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.

12.3 In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.

12.4 Notwithstanding anything in this Agreement to the contrary, either the State or except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.

13. CONFLICT OF INTEREST. No officer, member or employee of the Grantee and no representative, officer of employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interests or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement, the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, worker's compensation or emoluments provided by the State to its employees.

15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit A without the prior written consent of the State.

16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee of Subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

17. INSURANCE AND BOND.

17.1 The Grantee shall, at its sole expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee

performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:

17.1.1 statutory worker's compensation and employees liability insurance for all employees engaged in the performance of the Project, and

17.1.2 comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$2,000,000 for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and

17.2 The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice has been received by the State.

18. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure or waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.

19. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.

20. AMENDMENT. This agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire.

21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.

22. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

23. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

Exhibit A Scope of Services

The Silver Lake Land Trust (SLLT) shall perform the following tasks as described in the detailed proposal titled Silver Lake Watershed Management Plan Implementation Phase 2: Soak up the Rain Silver Lake Project, submitted by the SLLT, dated December 13, 2013:

Objective 1: Create a DES-approved QA document prior to completing pollutant load reduction estimates for stormwater BMP installations.

Measures of Success: A DES-approved QA document is created to guide pollutant load reduction estimates.

Deliverable 1: DES-approved QA document.

Task 1: Coordinate with DES staff to write draft QA document. Submit draft to DES for review.

Task 2: Make necessary revisions to QA document based on review by DES. Finalize the QA document and provide final version to DES for approval.

Objective 2: Implement an outreach campaign to create a community of landowners that understand, care about, and can act to manage stormwater runoff in the Silver Lake watershed.

Measures of Success: A list of properties is developed to identify potential sites for project screening.

Deliverable 2: Provide DES with: copies/links of web materials and numbers of downloads and/or site visits to the website; with the sign in sheet for at least one educational workshop; a list of landowners who sign up for further assistance with the BMP design and cost share program.

Task 3: Research available and develop new (as needed) stormwater educational materials - Work with DES to utilize SOAK New Hampshire materials, and research and review educational materials to use as prototypes to develop handouts and other outreach materials.

Task 4: Post educational materials to the SLLT website - SLLT board will post materials from task 3 to the land trust's website and use google analytics (or other method) to track visitors to that page and/or the number of downloads/clicks the documents/links receive.

Task 5: Email SLLT and Silver Lake Association (SLA) members to inform them of the materials and project - SLLT board will work with the Silver Lake Association to draft and send an email to their members informing as many landowners as possible about the Soak up the Rain Silver Lake project and educational materials with links to the information on the SLLT website.

Task 6: Hold at least one educational Workshop – SLLT will work with the Monadnock Conservancy and DES to develop and publicize an educational presentation that can be given at Toad Hall to landowners within the Silver Lake watershed. Workshop attendees will be recorded. Landowners will be able to sign up for more information and to participate in the Soak up the Rain Silver Lake program either as a project installation location or as a volunteer installer.

Task 7: Reach out to municipal officials and local media to make them familiar with the Soak up the Rain Silver Lake program - Contact at least 2 municipal officials and 2 local media outlets to help identify potential interested property owners and potential presentation venues.

Task 8: Contact landowners and recruit for the SOAK program - Follow up with all of the landowners who requested more information or wanted to participate in the BMP program and inform them about the next steps.

Task 9: Develop list of potential SOAK project installation sites - Based on information collected in previous tasks 3 - 8, create a list of potential properties.

Objective 3: There will be an organized and trained volunteer group that can install and maintain stormwater best management practices.

Measures of Success: A committed and capable group of 6-12 people who can work with landowners to install stormwater BMP's on private properties in the Silver Lake watershed.

Deliverable 3: Provide DES with a roster and contact information for all volunteer installers and the date of their training.

Task 10: Recruit 6-12 volunteer BMP installers - SLLT will email all of its members as well as the SLWA's members. One aspect of that email will request volunteers to participate as volunteer BMP installers. SLLT will work with MC staff to coordinate volunteers.

Task 11: Train 6-12 volunteer BMP installers – SLLT will work with MC and NHDES staff to develop, organize, and administer at least one training workshop to prepare the volunteers for the field season.

Objective 4: Select at least 10 sites for BMP installations on private lands within Silver Lake watershed.

Measures of Success: 10 - 20 completed SOAK project plans, of which, a minimum of 10 plans will be implemented during the project period. SLLT will work with MC will track 10-20 projects from initiation to completion including monitoring the maintenance and life of vegetation in the fall of 2016.

Deliverable 4: A minimum of 10 completed SOAK Project Plans, documenting the location, type, extent, cost, and pre- and post-installation photograph of each BMP to be installed in the watershed. Numbers of different BMPs installed. Pollutant load reductions associated with the installations will be reported.

Task 12: Contact list of potential property owners to schedule site visits and assessments - Schedule assessment visits with homeowners through phone calls and e-mails. Contact DES staff to assist with at least the first 5 site visits.

Task 13: Conduct initial site screening - Follow the DES SOAK Screening Field Sheet to make an initial assessment of each potential property.

Task 14: Select and conduct a minimum of 10 Planning and Design Assessments - Coordinate with DES staff and landowners to schedule Planning and Design Assessments using the DES SOAK Design Field Sheet.

Task 15: Develop a minimum of 10 Soak Project Plans - Use the DES SOAK Planning and Design Packet to develop design plans for a minimum of 10 project locations. Coordinate with property owners to arrive at agreement upon a final design. Prepare materials cost estimate. Solicit property owners to provide 50% of materials cost before proceeding with BMP implementation.

Objective 5: Install a minimum of 10 stormwater BMPs and begin evaluations.

Measures of Success: SOAK Project Plans implemented to install 10 - 20 BMPs.

Deliverable 5: Completed SOAK Project Plans with materials lists, before and after photos of completed projects, signed landowner maintenance agreements, volunteer sign-in sheets, and completed pollutant loading analyses.

Task 16: Schedule and coordinate at least 10 installations and volunteer work days - After SOAK Project Plans have been completed, SLLT will work with MC staff and volunteers to schedule BMP installation days.

Task 17: Order BMP materials and secure site for installation - Consult with the landowners and DES to place orders with selected vendors following DES guidance. Contact Dig Safe at least 72 hours in advance of installation to identify underground utilities and work with landowners to identify suitable method of disposal for any excavated material. Identify bathroom facilities for installation day. Meet delivery trucks at property. Confirm materials provided by DES and homeowner.

Task 18: Obtain signed maintenance agreements - Coordinate with DES staff to develop and secure DES approval of maintenance agreements for each BMP. Obtain signatures on the agreements from all landowners who installed BMPs. Provide copies to DES.

Task 19: Document BMP installations – SLLT will with MC staff to document the location, type, extent, cost, and estimated pollutants removed for each BMP installation including GPS locations and photography. Task 20: Estimate pollutant load reductions and submit report to DES - Work with DES staff to use the NH Residential Loading Model to estimate pollutant load reductions for installed BMPs. Use model output to report to DES.

Task 20: Estimate pollutant load reductions and submit report to DES - Work with DES staff to use the NH Residential Loading Model to estimate pollutant load reductions for installed BMPs. Use model output to report to DES.

Task 21: Monitor maintenance of BMP installations – SLLT will work with MC staff to return to Silver Lake BMP installation properties and observe and photograph the condition of all installations and make requests for any improvements necessary.

Task 22: Submit electronic semi-annual reports documenting all work performed on the project at the end of each June and December of the project period. The semi-annual reports will include a Pollutants Controlled Report when structural BMPs have been implemented during the reporting period.

Task 23: Prepare summary video - SLLT will work with the MC to find a qualified intern from one of the local educational institutions to compile audio and visual recordings into a summary video that can be shared on the SLLT and NHDES websites.

Task 24: Submit a comprehensive final report in both electronic and hard-copy to DES on or before the project completion date. The final report shall include load reduction estimates, photo-documentation of installed system components, and comply with the DES and EPA requirements found in the final report guidance document on the DES Watershed Assistance Section webpage

Additional Requirements of the Agreement

Quality Assurance

All project activities which are to be guided by a Quality Assurance document such as a Quality Assurance Project Plan (QAPP) or Site Specific Project Plan (SSPP) must **not** begin prior to DES/EPA approval of that QA document. In the event that sampling, modeling, or other such activities precede QA document approval, the data will not be considered valid, and the grantee will forfeit the ability to receive payment for those activities.

Outreach Materials

All materials produced for public distribution shall be reviewed and approved by DES prior to distribution and shall include the DES logo and the following citation: "Funding for this project was provided in part by a Watershed Assistance Grant from the NH Department of Environmental Services with Clean Water Act Section 319 funds from the U.S. Environmental Protection Agency".

Exhibit B
Contract Price and Method of Payment

All services shall be performed to the satisfaction of DES before payment is made. All payments shall be made upon receipt and approval of stated outputs and upon receipt of an associated invoice. Documentation of match costs (including the value of volunteer labor) shall be provided with each payment request. The final invoice shall include total match cost documentation of at least \$6,903. Payment shall be made in accordance with the following schedule based upon completion of specific tasks described in Exhibit A:

Upon completion and DES approval of Tasks 1 and 2	\$500
Upon completion and DES approval of Tasks 3 - 5	\$500
Upon completion and DES approval of Task 6	\$500
Upon completion and DES approval of Tasks 7 - 9	\$500
Upon completion and DES approval of Tasks 10 and 11	\$1,500
Upon completion and DES approval of Task 12	\$500
Upon completion and DES approval of Tasks 13 and 14	\$1,000
Upon completion and DES approval of Task 15	\$1,000
Upon completion and DES approval of Tasks 16 and 17	\$3,500
Upon completion and DES approval of Tasks 18 - 22	\$350
Upon completion and DES approval of Tasks 23 and 24	\$500
Total	\$10,350

Funding is provided through a Watershed Assistance Grant from the NH Department of Environmental Services with Clean Water Act Section 319 funds from the U.S. Environmental Protection Agency.

Exhibit C Special Provisions

Subparagraph 1.7 of the General Provisions shall not apply to this Agreement.

Subparagraph 17.1.2 of the General Provisions shall be changed to read: comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 each occurrence and \$2,000,000 aggregate; and

Federal Funds paid under this agreement are from a Grant Agreement to the State from the US Environmental Protection Agency, Performance Partnership Grant under CFDA # 66-605. All applicable requirements, regulations, provisions, terms and conditions of this Federal Grant Agreement are hereby adopted in full force and effect to the relationship between this Department and the grantee. Additionally, the Grantee shall comply with the terms of the Federal Funding Accountability and Transparency Act (FFATA) by providing DES with their Data Universal Numbering System (DUNS) number.

In addition to the General Provisions of Paragraph 1 through 23, the following provisions as required by federal regulations apply to this Agreement:

I) ***Nondiscrimination.*** The Grantee shall comply with 40 CFR part 7 which prohibits discrimination under any program or activity receiving EPA assistance on the basis of race, color, national origin, or gender, and 40 CFR part 12 which prohibits discrimination based on handicap.

II) ***Financial management.*** The Grantee shall comply with 40 CFR 30.21 and the specific standards regarding financial reporting, accounting records, internal control, budget control, allowable cost, source documentation, and cash management outlined therein.

III) ***Allowable costs.*** All costs charged to this Agreement shall be eligible, necessary, and reasonable for performing the tasks outlined in the approved project scope of services. The costs, including match, shall be incurred during the period of performance of the project, and shall be allowable, meaning that the costs must conform to specific federal requirements detailed in 40 CFR 30.27; and OMB Circular A-122.

IV) ***Matching funds.*** All matching funds contributed by the Grantee shall conform to the same laws, regulations, and grant conditions as the federal funds in the Agreement and referenced in 40 CFR 30.23 and OMB Circular A-122.

V) ***Property Management.*** The Grantee shall comply with the property management and procedures detailed in 40 CFR 30.34 through 40 CFR 30.37 and OMB Circular A-122.

VI) ***Debarment and Suspension.*** The grantee shall comply with 40 CFR 30.13. By signing and submitting the Agreement, the Grantee certifies that they have not been debarred or suspended by a government agency. The Grantee will not make any award or permit any award (subgrant or subcontract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension."

VII) ***Procurement.*** When purchasing goods or services with grant or match funds, the Grantee shall comply with procurement regulations as detailed in 40 CFR 30.40 through 30.47 which include procurement standards, competition, methods of procurement, contract cost and price, agency review, bonding requirements, and contract provisions.

a. Assignment of Subcontracts. The Contractor shall not assign, or otherwise transfer any interest in this contract without the prior written consent of the Contract Owner and the State.

b. Subcontracts. The Contractor shall:

- i. Ensure that every subcontract includes provisions for compliance with Federal and State standards applicable to the contract;
- ii. Ensure that every subcontract includes any clauses required by Federal statute and executive orders and their implementing regulations; and
- iii. Ensure that subcontractors are aware of requirements imposed upon them by State and Federal statutes and regulations.

VIII) **Participation by Disadvantaged Business Enterprises.** The Grantee shall comply with the terms of 40 CFR Part 33 Subpart C, which requires that organizations conduct a competitive procurement process making a good faith effort to utilize goods and services provided by disadvantaged businesses.

IX) **New Restrictions on Lobbying: Interim Final Rule.** The Grantee shall comply with the terms of 40 CFR part 34 and OMB Circular A-87 which prohibit the use of federal grant funds to influence (or attempt to influence) a federal employee, and requires the submission of Standard Form LLL ("Disclosure of Lobbying Activities") if nonfederal funds have been used to influence (or attempt to influence) a federal employee.

X) **Drug-Free Workplace.** The Grantee will comply with the terms of 40 CFR Part 36 which require that as a condition of the Agreement, certification that they maintain a drug-free workplace. By signing and submitting the Agreement, the Grantee certifies that he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity associated with the Agreement.

XI) **Bonding requirements.** For construction or facility improvement contracts or subcontracts exceeding the simplified acquisition threshold (currently \$100,000), the minimum requirements shall be as follows:

- a. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" shall consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of his bid, execute such contractual documents as may be required within the time specified.
- b. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- c. A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

XII) **Federal Funding Accountability and Transparency Act (FFATA).** The Grantee shall comply with the terms of the FFATA by providing DES with their Data Universal Numbering System (DUNS) number, and all applicable Executive Compensation Data as required under the FFATA. The Grantee's DUNS number is 830510660.

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 SILVER LAKE LAND TRUST is a New Hampshire nonprofit corporation formed October 4, 1989. 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 4th day of April A.D. 2014

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

William M. Gardner
Secretary of State

CERTIFICATE OF AUTHORITY

I, Douglas Miller, Secretary of the Silver Lake Land Trust, do hereby certify that:

1. I am the duly elected Secretary;
2. at the meeting held on 03/30/2014, the Silver Lake Land Trust Board of Trustees voted to accept DES funds and to enter into a contract with the Department of Environmental Services;
3. the Silver Lake Land Trust Board of Trustees further authorized the Chair to execute any documents which may be necessary for this contract;
4. this authorization has not been revoked, annulled or amended in any manner whatsoever, and remains in full force and effect as of the date hereof; and
5. The following person has been appointed and now occupies the office indicated in 3. above:

Rosamond P. Delori

IN WITNESS WHEREOF, I have hereunto set my hand as Secretary of the Silver Lake Land Trust, the 3 day of April, 2014.

Douglas Miller

Douglas Miller, Secretary (sign above)

COMMONWEALTH OF MASSACHUSETTS

County of Middlesex

On this 3rd day of April, 2014, before me Jeannine Hopkins the undersigned officer, personally appeared Douglas Miller who acknowledged him/herself to be Secretary of the Silver Lake Land Trust being authorized to do so, executed the foregoing instrument for the purpose therein contained.

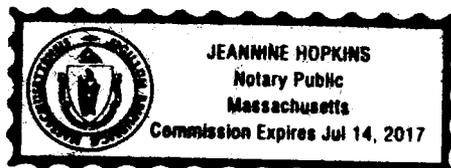
In witness whereof, I have set my hand and official seal.

Jeannine Hopkins

(sign above)

Commission Expiration Date: 7/14/2017

(Seal)



Silver Lake Land Trust
PO Box 222
Harrisville, NH 03450

April 1, 2014

Jeffrey Marcoux
Watershed Assistance Specialist
NH Department of Environmental services
29 Hazen Drive, PO Box 95, Concord, NH 03302-0095

To whom it may concern:

The Silver Lake Land Trust is a volunteer charitable organization that does not have any employees. Therefore the Silver Lake Land Trust is exempt from statutory workman's compensation insurance.

Yours truly,

A handwritten signature in black ink that reads "Rosamond P. Delori". The signature is written in a cursive style with a large initial 'R'.

Rosamond P. Delori, Chair

**Attachment A
Budget Estimate**

Budget Item	s319 Grant Funding
Salaries & Wages	\$0.00
Travel and Training	\$0.00
Supplies	\$100.00
Equipment	\$250.00
Construction	<u>\$10,000.00</u>
Total Grant Amount	\$10,350.00

Attachment B: 2014 Watershed Assistance and Restoration Grant Ranking

Organization	Project Name	Reviewer 'A'	Reviewer 'B'	Reviewer 'C'	Reviewer 'D'	Reviewer 'E'	Reviewer 'F'	Proposal Score	Rank
DES Dam Bureau	Sawyers Mill Dam Pond - Bellamy River, Upper and Lower Sawyers Mill Dams Removal Project Phase II: Final Design and Permitting	90	92	86	90	88	85	531	1
Wolfeboro, Town of	Wentworth and Crescent Lake WMP Implementation Phase 2 Multiple Stormwater BMPs	97	91	82	88	75	85	518	2
Astead, Town of	Warren Brook Restoration Master Plan Implementation Phase 2 Storm Damage Mitigation	90	88	74	87	74	95	508	3
Lake Winnepesaukee Watershed Association	Moultonborough Bay Inlet Watershed Restoration Plan Development and Implementation: Phase 1	95	86	80	86	70	80	497	4
University of New Hampshire	Great Bay Watershed Nitrogen Non-Point Source Study Implementation: Phase 1 - UNH BMPs to Reduce Nitrogen	91	83	81	89	73	72	489	5
New Hampshire Rivers Council	McQuesten Brook Geomorphic Assessment and Watershed Restoration Plan - Phase 3 Implementation: Culvert Replacements	80	89	80	89	84	64	486	6
Laconia, City of	Jewett Brook Watershed Management Plan Phase 1 - Restoration of Floodplain Access	80	82	79	70	71	78	460	7
Belknap County Conservation District	Gunstock Brook - Implementation of the MPSB Watershed Management Plan Phase 1 Geomorphology Based Restoration at Route 11B Mass Failure/Wasting Site	76	66	76	80	64	95	457	8
Rockingham County Conservation District	Great Bay Watershed Management Implementation Phase 1: New Septic Technologies for Nitrogen Management	91	55	67	84	74	66	437	9
Great Bay Stewards	Soak Up the Rain Great Bay Phase 1 Residential BMPs	70	77	65	86	58	36	392	10
Silver Lake Land Trust	Silver Lake Plan Development and Implementation Phase 1: Plan and Landowner BMP Education and Cost Share Program	72	59	72	67	67	53	390	11
Stratford County Conservation District	Great Bay Watershed Management Implementation Phase 1: Soil Health for Nutrient Management	76	43	55	68	68	65	375	not selected
Trout Unlimited	Labin Ainsworth Pond Partial Dam Removal and Stony Brook/Mountain Brook Restoration Project in Jaffrey, New Hampshire Phase 1 Design Engineering and Permitting	72	44	70	81	49	25	341	not selected
Squam Lakes Association	Squam Lakes Watershed Management Plan: Phase 1 Development	57	23	67	59	57	75	338	not selected

Review Team Members

Name	Qualifications
Steve Landry	16 years experience, Merrimack Watershed Coordinator, aquatic biologist, project management, Merrimack watershed expertise
Jeff Marcoux	7 years experience, Watershed Assistance Specialist, grant and contract expertise
Barbara McMillan	12 years Watershed Assistance Outreach Coordinator, outreach and education expertise.
Sally Soule	13 years experience, Coastal Watershed Coordinator, project management, Coastal watershed expertise
Wendy Waskin	20+ years experience, Watershed Coordinator, budgeting, planning expertise
Eric Williams	23 years experience, Watershed Assistance Section Supervisor, environmental planner, general project management expertise, WAS section and 319 program supervisor.