The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner

JAN 20 '21 AM 11:26 RCVD

23

January 15, 2021

His Excellency, Governor Christopher T. Sununu
and The Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the New Hampshire Department of Environmental Services (NHDES) to enter into a **SOLE SOURCE** Cooperative Project Agreement with University of New Hampshire, Sponsored Programs Administration (VC# 315187-B083), Durham, NH, in the amount of $5,339, to archive 15 surficial geologic maps in the National Geologic Map Database (NGMDB) format known as the Geologic Map Schema (GeMS) to ensure that they are preserved in a common data format that can be hosted by NGMDB, effective upon Governor and Council approval through July 31, 2021. Funding is 100% Federal Funds.

Funding is available in the account as follows:

	FY 2021
03-44-44-440010-9114-0102-500731	$5,339

Department of Environmental Services, Geologic Data Preservation, Contract for Program Services

EXPLANATION

NH Geological Survey (NHGS), a unit within the Commissioner's Office of NHDES, has been one of the leaders in promoting and using geospatial data in ways that provide societal benefits. NHGS receives matching funds from US Geological Survey under the National Geologic and Geophysical Data Preservation Program to convert legacy, "born digital" geologic maps into the newly implemented NGMDB GeMS format. A stakeholder survey conducted by NHGS in 2018 identified that providing the general public and professionals with easier access to its data products is a high priority. This agreement is for services required to "modernize" selected geologic map datasets as part of a long-term effort by NHGS to make all of its legacy geologic maps fully GeMS-compliant. It is **SOLE SOURCE** because the NH GRANIT project at the University of New Hampshire Earth Systems Research Center (UNH-ESRC) is recognized as New Hampshire's Statewide Geographic Information System (GIS) Clearinghouse and has an extensive collaborative history of working with NHGS to create digitial geologic map products that meet the objective of enhancing public access. This request applies to an agreement that is below the $10,000 threshold because the cumulative total of contracts with UNH for FY 2021 exceeds the threshold amount.

The full potential of geologic maps to serve the needs and interests of many different end users is dependent on easy access to these datasets. The NHGS archive of "digitally born" 1:24,000-scale, surficial geologic maps, is currently in GIS format but lacks specific standardized vocabularies and metadata, as prescribed by GeMS. Conversion to a GeMS-compliant format will result in a more valuable data resource that provides standardized content, improves accessibility (through NGMDB), and contributes to the national archive of geologic maps, NGMDB. The likelihood that this new data format will become obsolete at some future date is minimized as tools that work with standardized data will likely be developed by the US Geological Survey to perpetuate these data into newer and newer formats.

The agreement has been approved as to form, substance, and execution by the Office of the Attorney General.

We respectfully request your approval of this item.

Robert R. Scott
Commissioner

COOPERATIVE PROJECT AGREEMENT
between the
STATE OF NEW HAMPSHIRE,
Department of Environmental Services
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, **Department of Environmental Services**, (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 **7/31/21**. 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: **Geologic Map Standardization and GeMS Conversion 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	**Campus Project Administrator**
Name: Frederick H. Chormann, Jr.	Name: Lisa Scigliano
Address: NH Dept of Environmental Services 29 Hazen Drive, PO Box 95 Concord, NH 03302-0095	Address: University of New Hampshire Sponsored Programs Administration 51 College Rd. Rm 112 Durham, NH 03824
Phone: 603-271-1975	Phone: 603-862-0529

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	**Campus Project Director**
Name: Frederick H. Chormann, Jr.	Name: David G. Justice
Address: NH Dept of Environmental Services 29 Hazen Drive, PO Box 95 Concord, NH 03302-0095	Address: Earth Systems Research Center Morse Hall, 8 College Rd Univeristy of New Hampshire Durham, NH 03824
Phone: 603-271-1975	Phone: 603-862-4698

Campus Authorized Official KMJ
Date 01/06/21

F. Total State funds in the amount of **$5,339** 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. **G20AP00082-02** from **US Geological Survey** under CFDA# **15.814**. 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, **NH DES** have executed this Project Agreement.

By An Authorized Official of:
University of New Hampshire
Name: Karen M. Jensen
Title: Sponsored Programs Administration Director Pre-Award
Signature and Date:
Karen Jensen Digitally signed by Karen Jensen Date: 2021.01.06 17:44:22 -08'00'

By An Authorized Official of:
NH Dept of Environmental Services
Name: Robert R. Scott
Title: Commissioner
Signature and Date: 1-15-21

By An Authorized Official of: the New Hampshire Office of the Attorney General
Name: Joshua Harrison
Title: Assistant Attorney General
Signature and Date: 1/19/2021

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

Campus Authorized Official KMJ
Date 01/06/21

EXHIBIT A

A. **Project Title:** Geologic Map Standardization and GeMS Conversion Project

B. **Project Period:** upon G&C approval-07/31/21

C. **Objectives:** Conversion of legacy surficial geologic maps to be compatible with the US Geological Survey (USGS) Geologic Map Schema (GeMS)

D. **Scope of Work:** GRANIT staff at Earth Systems Research Center (ESRC) will clean and convert 15 legacy format 7.5-minute surficial geology quads (determined by NHDES) into the new GeMS format for inclusion in the USGS national geologic map database. This will entail the following: 1) Review and editing of legacy data, including topology validation, correction of topology errors, feature coding review and correction, and coding standardization, 2) Creation of a database that conforms to the new USGS GeMS format, 3) Incorporation of the 15 cleaned/standardized legacy quads from #1 into the GeMS format, and 4) Production of verification material, as necessary.

E. **Deliverables Schedule:** Delivery upon completion of Scope of Work

F. **Budget and Invoicing Instructions:** Campus will submit invoices to State on regular Campus invoice forms no more frequently than monthly and no less frequently than quarterly. Invoices will be based on actual project expenses incurred during the invoicing period, and shall show current and cumulative expenses by major cost categories as shown below. State will pay Campus within 30 days of receipt of each invoice. Campus will submit its final invoice not later than 60 days after the Project Period end date.

Budget Items	State Funding	Cost Sharing (if required)	Total
1. Salaries & Wages	2,399	0	2,399
2. Employee Fringe Benefits	1,051	0	1,051
3. Travel	0	0	0
4. Supplies and Services	500	0	500
5. Equipment	0	0	0
6. Facilities & Admin Costs	1,389	0	1,389
Subtotals	5,339	0	5,339
In Kind Contribution		0	0
Total Project Costs:	5,339	0	5,339

Campus Authorized Official KMJ
Date 01/06/21

EXHIBIT B

This Project Agreement is funded under a Grant/Contract/Cooperative Agreement to State from the Federal sponsor specified in Project Agreement article F. All applicable requirements, regulations, provisions, terms and conditions of this Federal Grant/Contract/Cooperative Agreement are hereby adopted in full force and effect to the relationship between State and Campus, except that wherever such requirements, regulations, provisions and terms and conditions differ for INSTITUTIONS OF HIGHER EDUCATION, the appropriate requirements should be substituted (e.g., OMB Circulars A-21 and A-110, rather than OMB Circulars A-87 and A-102). References to Contractor or Recipient in the Federal language will be taken to mean Campus; references to the Government or Federal Awarding Agency will be taken to mean Government/Federal Awarding Agency or State or both, as appropriate.

Special Federal provisions are listed here: ☐ None or **Uniform Guidance issued by the Office of Management and Budget (OMB) in lieu of Circulars listed in paragraph above.** .

Campus Authorized Official *KMI*
Date *01/06/21*