



STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
OFFICE OF THE COMMISSIONER

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October 24, 2022

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

REQUESTED ACTION

Authorize the Department of Natural and Cultural Resources (DNCR), to accept and expend federal funds in the amount of \$24,000 from the Department of Environmental Services (DES) for the purpose of supporting funding of a coastal resilience and environmental update project contracted by the Hampton Beach Area Commission (HBAC) upon Governor and Executive Council approval through June 30, 2023. 100% Federal Funds

Funds will be budgeted in the following account:

03-035-035-351510-70440000 – Hampton Beach Area Commission

Class-Account	Class Description	FY23 Current Adjusted Authorized	Requested Action	Revised FY23 Adjusted Authorized
00D-488544-69	Fed Rev Xfers Fr Oth Agenc		\$24,000	\$24,000
00S-000010	General Funds	\$170,000		\$170,000
005-407670-20	Private Local Funds	\$5,551		\$5,551
	Total Revenue	\$175,551	\$24,000	\$199,551
020-500200	Current Expenses	\$5,105		\$5,105
103-500736	Contracts For Op Services	\$170,446	\$24,000	\$194,446
	Total Expenses	\$175,551	\$24,000	\$199,551

EXPLANATION

The Hampton Beach Area Commission (HBAC), per RSA 216-J:1, was established to assist the Town of Hampton and State of New Hampshire agencies and departments in the long-range planning for the Hampton Beach area by the implementation of the Hampton Beach master plan. The Department of Natural and Cultural Resources (DNCR) is a member of the HBAC per RSA 216-J:2,I,(e), and the DNCR Division of Parks and Recreation provides administrative assistance to the HBAC per RSA 216-J:2,III and thus, serves as the fiscal agent for the Hampton Beach Master Plan Fund as established per RSA 216-J:5.

In Fiscal year 2022, the Hampton Beach Area Commission (HBAC) received \$20,000 in General Funds pursuant to Chapter 91, Laws of 2021, Section 91:379 for the purpose of supporting the cost to fund the completion of a Coastal Resilience and Environment Update to the HBAC Master Plan.

The HBAC, under the administrative guidance of DNCR and in partnership with the New Hampshire Department of Environmental Services (NHDES) Coastal Program, issued a Request for Proposals (RFP) for planning services to develop the Coastal Resilience and Environment Update to the HBAC Master Plan on January 7, 2022. Three eligible proposals were received and ranked according to evaluation criteria set forth in the RFP. The proposal submitted by GEI Consultants, Inc. was most responsive to the RFP requirements and therefore was selected for funding.

Per G&C approval of April 6, 2022, Item #51, HBAC entered into a contract with GEI Consultants, Inc. to complete the Coastal Resilience and Environment Update to the HBAC Master Plan.

Total project costs are budgeted at \$38,000. NHDES will provide \$24,000 of the project costs with federal funds authorized in a Memorandum of Agreement between DNCR and the NHDES Coastal Program that was approved by Governor and Executive Council on March 9, 2022, Item #74.

DNCR will provide \$14,000 of the remaining project costs from the Hampton Beach Area Commission Fund by way of use of the General Funds received per Chapter 91, Laws of 2021, Section 91:379.

We request to accept the funds from NHDES and to establish appropriation of these funds to expend for the contract with GEI Consultants, Inc.

The following appropriation authorities are being requested:

Class 103 – Contracts for Op Services – Establish appropriation to fund a service contract with GEI Consultants for a Coastal Resilience and Environmental Update Project as needed for the Hampton Beach Master Plan

Respectfully submitted,





Sarah L. Stewart
Commissioner