



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION

37



William Cass, P.E.  
Commissioner

David Rodrigue, P.E.  
Assistant Commissioner  
Andre Briere, Colonel, USAF (RET)  
Deputy Commissioner

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

Executive Office  
January 16, 2024

**REQUESTED ACTION**

Authorize the Department of Transportation to pay membership dues **Retroactively** in the amount of \$31,365.73 for the period of January 1, 2024 through December 31, 2024 to the American Association of State Highway and Transportation Officials (AASHTO), Washington, DC, Vendor #170721 for continued membership in the national transportation organization from the date of Governor and Council approval through December 31, 2024. Funding is 20% Federal Funds, 74% Highway Funds, 6% Other Funds (Agency Income).

Funding is available in State Fiscal Year 2024 and Fiscal Year 2025 as follows, with the ability to adjust encumbrances through the Budget Office between State Fiscal Years if needed and justified:

	<u>FY 2024</u>	<u>FY 2025</u>
04-96-96-960015-3038		
Executive Office	\$15,682.87	\$15,682.86
026-500251 Organizational Dues		

**EXPLANATION**

This is **Retroactive** because membership invoices for AASHTO are received after the effective period has started.

Membership in AASHTO assists the NH Department of Transportation in meeting its responsibility to address the transportation needs of the State of New Hampshire. As a member of AASHTO, the NH Department of Transportation benefits greatly in the following areas: setting technical engineering standards; conducting materials and products research and testing; providing training and career development; and offering a forum for considering national/international administrative, financial, legal, and operational state-of-the-art practices.

AASHTO sets highway and bridge design standards using the expertise of engineers from the member states (including several NHDOT staff members). Computer software for tracking bridge conditions as required by Federal Highway Administration is provided through AASHTO. Product evaluation is centralized through AASHTO, and lab accreditation for materials testing is handled by AASHTO.

AASHTO serves as a forum for CEO's and staff to learn about innovation, best practice, and the latest approaches to addressing transportation issues and problems.

Membership in AASHTO is on an agency basis, and only government agencies can belong. There are no individual memberships from either the public or private sectors. Member Department dues are calculated by AASHTO by distributing one-half total dues evenly among the 52 member departments and distributing the other one-half of total dues in accordance with each member departments Federal-aid highway apportionments of the year in which the dues is scheduled.

AASHTO is a non-profit, non-partisan association representing the 50 member State Highway and Transportation Departments, the District of Columbia and Puerto Rico, and is essentially an instrument of the agencies. AASHTO's activities involve the principal transportation modes, with its major purpose to foster the development, operation and maintenance of an integrated national transportation system.

Founded in 1914, the American Association of State Highway and Transportation Officials is a legally incorporated non-profit entity and exists to be of service to its member departments. Composed primarily of the public officials in state agencies with responsibilities for highway and transportation, the Association also includes as an ex officio member, the U.S. Department of Transportation. In addition, a number of public highway transportation agencies in other nations belong to the Association as affiliate members and a number of sub-state transportation agencies in the United States belong as associate members.

Listed below are answers to standard questions required for Governor and Council organization dues and membership approval submissions:

1. How long has this organization been in existence and how long has this agency been a member of this organization?

*AASHTO was founded in 1914; the Department has been a member since AASHTO's inception.*

2. Is there any other organization, which provides the same or similar benefits that your agency belongs to?

*There are no other organizations that provide these benefits to the Department.*

3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?

*AASHTO is over all 50 U.S. states, the Department is the only NH state agency that is a member.*

4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.)

*Membership dues are calculated by distributing one-half total dues evenly among the 52 member departments and distributing the other one-half of total dues in accordance with each member departments Federal-aid highway apportionments of the year in which the dues is scheduled.*

5. What benefit does the state receive from participating in this membership?

*Membership in AASHTO assists the NH Department of Transportation in meeting its responsibility to address the transportation needs of the State of New Hampshire. As a member of AASHTO, the NH Department of Transportation benefits greatly in the following areas: setting technical engineering standards; conducting materials and products research and testing; providing training and career development; and offering a forum for considering national/international administrative, financial, legal, and operational state-of-the-art practices.*

6. Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail.

*AASHTO offers products and services that are software related and are available at an additional cost. AASHTO has many educational seminars in which the travel expenses are included in the membership fee.*

7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.

*This membership is not required to receive federal grants, participate in licensing or certification of exams.*

8. Is there any travel included with this membership fee? Explain in detail any travel including the number of employees involved, the number of trips, destination of known and purposes of membership-supported trips.

*Some travel to membership meetings is included with the membership fees and can vary year to year.*

9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and /or officers of the organization).

*Various personnel within the Department participate in various activities with the different programs in AASHTO as necessary.*

10. Explain in detail any negative impact to the state if the Agency did not belong to this organization.

*Should the Department no longer be a member with AASHTO, all the benefits outlined in the Explanation would not be realized.*

Your approval of this resolution is respectfully requested.

Sincerely,

A handwritten signature in black ink that reads "William Cass". The signature is written in a cursive style with a large initial "W" and a long, sweeping underline.

William J. Cass, PE  
Commissioner

Attachments

**AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS**

**INVOICE**



555 12th Street NW, Suite 1000  
Washington DC 20004  
United States

**Inv #:** SI022030

**Date:** 1/3/2024

**Fed ID:** 53-0204654

**Bill To:**

**New Hampshire Dept. of Transportation**

William Cass, Commissioner  
New Hampshire Department of Transportation  
PO Box 483 | 7 Hazen Drive  
Concord, New Hampshire 03302-0483  
United States

Due Date	Terms	SO #	Cust ID	Customer PO
1/3/2024	Due on receipt		C000037	

Description	Quantity	Rate	Amount
AASHTO Annual Membership Dues for Calendar Year 2024	1	31,365.73	31,365.73

**RECEIVED  
COMMISSIONERS OFFICE**

**JAN 8 2024**

**THE STATE OF NEW HAMPSHIRE  
DEPT. OF TRANSPORTATION**

**Remit To:**

AMER ASSOC STATE HIGHWAY TRAN OFFICALS  
P.O. Box 7155051  
Philadelphia, PA 19171-5051

**Subtotal:** \$31,365.73  
**Invoice Discount:** \$0.00  
**Tax:** \$0.00

January 3, 2024

Mr. William Cass  
Commissioner  
New Hampshire Department of Transportation  
PO Box 483 | 7 Hazen Drive  
Concord, New Hampshire 03302-0483

Dear Commissioner Cass:

I hope the New Year is off to a great start for you and your agency. Enclosed please find the Calendar Year 2024 invoice for your state's membership dues to AASHTO. As determined by the AASHTO Board of Directors, the membership dues for 2024 remain at the same level as the previous six years.

This past year AASHTO continued to assist our state DOT members on implementation of the Infrastructure Investment and Jobs Act (IIJA) by informing the Biden Administration and Congress about state DOT's priorities and recommendations, along with developing and sharing policy and technical resources across a wide range of disciplines for our members. The attached 2023 AASHTO Annual Report highlights AASHTO's key accomplishments in support of our state DOT members.

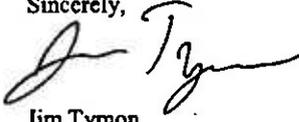
In 2024, the Association will continue to implement the goals and objectives of AASHTO's 2021-2026 Strategic Plan, which has well-positioned AASHTO to support state DOTs to connect America with the transportation system of today and tomorrow. Under this multiyear plan, the Association will meet the needs of our state DOT members by focusing on the Strategic Plan goals: improving safety, mobility, and access for everyone; national transportation policy leadership; and organizational excellence with world-class services. A key aspect of Strategic Plan implementation in 2024 will be the official launch of AASHTO's surface transportation reauthorization efforts to continue the IIJA's momentum past its expiration in 2026.

This year, AASHTO is excited to support President Craig Thompson's Emphasis Areas, "Transportation Together," by taking full advantage of every opportunity afforded by the IIJA, working with any and all partners to move the needle on roadway safety, and recruiting and retaining top talent for the transportation workforce.

- **Realizing the Promise of the IIJA:** As the mid-point of the five-year IIJA approaches, it is imperative that state DOTs work with federal partners to ensure that the promise of the IIJA funding levels is fully realized. President Thompson believes AASHTO and state DOTs need to demonstrate to all communities that government at all levels can work efficiently to apply these historic investments in a way that will positively impact their lives.
- **Bolstering Safety:** Despite enhanced efforts by state DOTs across the country, too many lives are still being lost on our nation's roadways. President Thompson plans to build upon the initiatives launched by Immediate Past President Roger Millar to ensure that state DOTs continue to make progress on safety. President Thompson believes it is imperative that AASHTO and all partners address this crisis using all means and methods at their disposal, with the foremost priority being to provide all transportation system users with safe, multi-modal transportation options.
- **Reinvigorating the Workforce:** As demographic trends continue to place significant strain on the labor pool across all sectors of the U.S. economy, state DOTs are seeking new ways to attract and retain robust talent. President Thompson will also seek collaboration among state DOTs to establish effective practices for building a transportation workforce that meets the needs of today and tomorrow.

Your membership dues are a critical resource for AASHTO to advance the collective 2024 priorities of state DOTs. I look forward to engaging with you and the entire AASHTO Board of Directors throughout the coming year to determine how we can further assist you in delivering quality transportation services in your state and the communities you serve. We appreciate your prompt action on this invoice.

Sincerely,



Jim Tymon  
Executive Director

Enclosures