



William Cass, P.E.
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

29A



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

Bureau of Finance & Contracts
September 12, 2024

REQUESTED ACTION

Authorize the Department of Transportation to continue **SOLE SOURCE, RETROACTIVE** participation in the American Association of State Highway and Transportation Officials (AASHTO) Technical Service Program (TSP) re:source accreditation program, Washington, DC (Vendor #170721) in the amount of \$22,000 effective upon Governor and Council approval through September 30, 2025. 38.95% Federal, 49.25% Highway Funds, 11.8% Other.

Funding is available as follows:

04-96-96-962015-3034	<u>FY 2025</u>
Bureau of Materials & Research	
046-500464 Gen Consultants Non-Benefit	\$22,000

EXPLANATION

This item is **sole source** because the Department is an AASHTO member, and it receives benefits not available through other laboratory accreditation programs. This payment is **retroactive** because membership invoices for AASHTO are received after the effective period has started.

The Federal Highway Administration (FHWA) requires that State Transportation Departments have their central laboratory accredited by a laboratory accreditation program per federal regulation 23 CFR 637.209 (a)(2). The services provided by this AASHTO TSP include the AASHTO Accreditation Program (AAP). Through this program, accredited laboratories undergo rigorous third-party assessments. The central laboratory for the NH Department of Transportation is located at 5 Hazen Drive, Concord, NH, in the Materials & Research building.

AASHTO re:source is an unbiased, independent agency whose primary responsibility is the inspection of State Transportation Departments and private materials laboratories that are involved in the acceptance and independent assurance testing of materials and products used on FHWA funded projects. Laboratory inspections are performed to ensure that the sampling and testing of construction materials are being performed in accordance with accepted methods and procedures. The AASHTO re:source program also

includes the testing of proficiency samples, sent throughout the year to participating laboratories to check the consistency of their testing results. Laboratory accreditation through this program is an essential part of the process for assuring that quality materials are used in our transportation infrastructure.

As a member State of AASHTO, it is essential that the Department support its functions. The Department derives additional benefit from participating in the AASHTO re:source program because it supports the technical and administrative activities of the AASHTO Subcommittee on Materials that authors the methods and standards followed by NHDOT and are referenced throughout the Standard Specification for Road & Bridge Construction.

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, prominent "W" and "C".

William J. Cass, P.E.
Commissioner

Attachments

FEDERAL I.D.#: 53-0204654

INVOICE #: C000036-6110-2025

July 8, 2024

BILLED TO:

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

Support for FY 2025 participation in the following AASHTO Technical Service Program:

Technical Service Program	Amount
AASHTO re:source	\$ 22,000
Total for New Hampshire Department of Transportation	\$ _____

PLEASE RETURN A COPY OF THIS INVOICE WITH YOUR CHECK.
YOUR CANCELLED CHECK IS YOUR RECEIPT.

Please make checks payable to: **AASHTO**

Send remittance to: AMER ASSOC STATE HIGHWAY TRAN OFFICIALS
P.O. Box 7155051
Philadelphia, PA, 19171-5051

RECEIVED
COMMISSIONERS OFFICE
AUG 15 2024
THE STATE OF NEW HAMPSHIRE
DEPT. OF TRANSPORTATION