



The State of New Hampshire  
**Department of Environmental Services**

Robert R. Scott, Commissioner

73



October 16, 2024

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** agreement with the University of New Hampshire, Sponsored Programs Administration (VC #315187-B083), Durham, NH, in the amount of \$14,834 to repoint and reconfigure data layers, URLs, widgets and tools to new ArcGIS Online and Experience Builder applications, effective upon Governor and Council approval through December 31, 2025. The funding is 100% ARPA Funds.

Funds are available in the following account.

03-44-44-440010-2695-102-500731	<u>FY 2024</u>
Dept Environmental Services, ARPA DES SWEEP, Contracts for Program Services	\$14,834
Activity: 00FRF602PH4404A CRF-14	

**EXPLANATION**

NHDES requests approval of a **SOLE SOURCE** agreement with the University of New Hampshire (UNH) to repoint and reconfigure data layers in two of three GRANIT hosted ArcGIS Online Experience Builder viewers – OneStop Data Mapper and Wetlands Permit Planning Tool. The scope includes changing “back-end connections” in both NHDES ArcGIS online maps and Experience Builder mapping applications. In addition, the scope of work includes implementing required Americans with Disabilities Act (ADA) compliance best practices as well as cartography improvements to include design changes, layer reorganization and deploying new widgets or tools without custom development.

This agreement is **SOLE SOURCE** due to the UNH Earth Systems Research Center’s (ESRC) long-standing partnership with NHDES and recognition as New Hampshire's Statewide Geographic Information System (GIS) Clearinghouse. Further, ESRC staff converted and maintain NHDES One Stop Data Mapper, Wetlands Permit Planning Tool, and the NH Coastal Viewer, which are important online and interactive mapping tools that provide publicly accessible visualization for NHDES geospatial data in the State. This existing work makes ESRC uniquely qualified to ensure the success of the additional work.

The One Stop Data Mapper provides an interactive map and tools for the public to explore, analyze, and view critical NHDES environmental datasets. The Wetlands Permit Planning Tool provides an interactive map for public access to wetland and other related data, which can be used to avoid and minimize impacts

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council

Page 2 of 2

to wetlands and other natural resources, and past and current permits. The NH Coastal Viewer provides interactive map for public access to geospatial data about coastal resources and hazards for New Hampshire's 42 coastal watershed communities and is an important venue for the sharing and use of coastal resource and hazards data developed by NHDES and its partner organizations.

NHDES has allocated ARPA funds specifically focused on the back-end configuration of the map viewers and implementing best management practices for ADA compliance through the project period.

Total project costs are budgeted at \$14,834. A budget breakdown is provided in the Cooperative Project Agreement. This agreement has been approved by the Office of the Attorney General as to form, execution, and content.

We respectfully request your approval of this item.



---

Robert R. Scott, Commissioner



**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF INFORMATION TECHNOLOGY**

27 Hazen Dr., Concord, NH 03301  
Fax: 603-271-1516 TDD Access: 1-800-735-2964  
[www.nh.gov/doit](http://www.nh.gov/doit)

**Denis Goulet**  
*Commissioner*

October 17, 2023

Robert R. Scott, Commissioner  
Department of Environmental Services  
State of New Hampshire  
29 Hazen Drive  
Concord, NH 03302

Dear Commissioner Scott:

This letter represents formal notification that the Department of Information Technology (DoIT) has approved your agency's request to enter into a CPA with the University of New Hampshire, Earth Systems Research Center, as described below and referenced in DOIT No. 2025-039.

The purpose of this request is to repaint and reconfigure data layers, URLs, widgets and tools to new ArcGIS Online and Experience Builder applications.

The Total Price Limitation shall be \$14,834 effective upon Governor and Council approval through December 31, 2025.

A copy of this letter must accompany the Department of Environmental Services' submission to the Governor and Executive Council for approval.

Sincerely,

Denis Goulet

DG/jd  
DOIT #2025-039

cc: Bill Boudreaux, IT Manager

**COOPERATIVE PROJECT AGREEMENT**

between the

**STATE OF NEW HAMPSHIRE, NH 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, NH 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 12/31/25. 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: GeoCortex Viewers Conversion – Phase II**

- 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**

**Name:** Muriel Lajoie  
**Address:** NH Dept. of Environmental Services  
Project Mgt & Innovations Unit  
29 Hazen Drive, PO Box 95  
Concord, NH 03302-0095  
**Phone:** 603-271-3010

**Campus Project Administrator**

**Name:** Gretchen Swain  
**Address:** University of New Hampshire  
Sponsored Programs Administration  
51 College Rd  
Durham, NH 03824  
**Phone:** 603-862-4865

- 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**

**Name:** Kristen Svendsen  
**Address:** NH Dept. of Environmental Services  
Project Mgt & Innovations Unit  
29 Hazen Drive, PO Box 95  
Concord, NH 03302-0095  
**Phone:**

**Campus Project Director**

**Name:** David Justice  
**Address:** University of New Hampshire  
Earth Systems Research Center  
8 College Rd  
Durham, NH 03824  
**Phone:** 603-862-4698

F. Total State funds in the amount of \$14,834 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. \_\_\_\_\_ from \_\_\_\_\_ under CFDA# \_\_\_\_\_. 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 Department of Environmental Services have executed this Project Agreement.

By An Authorized Official of:  
University of New Hampshire  
Name: Dianne Hall  
Title: Manager, Pre-Award Compliance  
Signature and Date: Dianne Hall Digitally signed by Dianne Hall  
Date: 2024.10.04 08:13:10  
+0400

By An Authorized Official of:  
NH Department of Environmental Services  
Name: Robert R. Scott  
Title: Commissioner  
Signature and Date: Robert R. Scott 10/11/24

By An Authorized Official of: the New  
Hampshire Office of the Attorney General  
Name: Joshua Harrison  
Title: Assistant Attorney General  
Signature and Date: [Signature] 10/15/2024

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

**EXHIBIT A**

- A. Project Title:** GeoCortex Viewers Conversion – Phase II
- B. Project Period:** Upon approval of Governor and Council - 12/31/2025
- C. Objectives:** NHDES's pubic website has map viewers, created in Geocortex Essentials, that are hosted and maintained by NH GRANIT. Geocortex is no longer considered efficient or safe and the application was deprecated on June 30, 2024. On NHDES's behalf, NH GRANIT converted the applications OneStop Data Mapper, Wetlands Permit Planning Tool (WPPT), and NH Coastal Viewer to the Esri ArcGIS Online Experience Builder platform. Phase II continues this work for OneStop Data Mapper and Wetlands Permit Planning Tool (WPPT) and includes work required for compliance with the Americans with Disabilities Act.
- D. Scope of Work:** Repointing and reconfiguring data layers as needed in the two GRANIT hosted AGOL Experience Builder (EB) viewers - OneStop Data Mapper and WPPT. The scope includes switching map service URLs and rebuilding/reconfiguring widgets and tools using the new paths in both AGOL maps and EB applications. The layers will be published by DES or GRANIT based on workflows outside this scope of work. This scope of work does not include the Coastal Viewer. In addition, the scope of work includes implementing ADA compliance best practices for the EB Data Mapper and WPPT maps/apps, as well as cartography improvements which may include design changes, layer reorganization, and deploying new widgets or tools without custom development (which would necessitate converting the sites to EB Developer Edition and hosting them on a local GRANIT server).
- E. Deliverables Schedule:** Additional work described above for OneStop Data Mapper, and Wetlands Permit Planning Tool (WPPT) completed by 12/31/2025
- 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 75 days after the Project Period end date

Budget Items	State Funding
1. Salaries & Wages	\$9,102
2. Employee Fringe Benefits	\$1,726
3. Travel	\$0
4. Supplies and Services	\$0
5. Equipment	\$0
6. Facilities & Admin Costs	\$4,006
Total Project Cost	\$14,834

## 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.**