State of New Hampshire
DEPARTMENT OF NATURAL & CULTURAL RESOURCES
DIVISION OF PARKS & RECREATION

172 Pembroke Road Concord, New Hampshire 03301
Phone: 603-271-3556 Fax: 603-271-3553
TDD Access: Relay NH 1-800-735-2964
nhstateparks.org

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January 15, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 21-I:80, I(b), authorize the Department of Natural and Cultural Resources (DNCR), Division of Parks and Recreation, to enter into a contract with RCM Systems LLC (VC# 518184), Rochester, NH in the amount up to and not to exceed $125,314 to provide sampling, testing, and maintenance services of the waste water treatment plant at Wallis Sands State Park, Rye NH effective upon Governor and Executive Council approval through December 31, 2028. **100% State Park Funds**

Funds are available upon the continued appropriation of funds in the following account for Fiscal Year 2025 and are anticipated to be available in Fiscal years 2026, 2027, 2028 and 2029 upon the continued appropriation of funds in the future operating budget with the authority to adjust encumbrances between fiscal years within the price limitation though the Budget Office, if needed and justified.

03-035-035-351510-37200000-, Service Parks

State FY	Class – Account – Activity Code	Class Title	Amount
2025	103-500226-35P08511	Contracts for Ops Services	$ 14,062
2026	103-500226-35P08511	Contracts for Ops Services	$ 28,887
2027	103-500226-35P08511	Contracts for Ops Services	$ 33,339
2028	103-500226-35P08511	Contracts for Ops Services	$ 29,069
2029	103-500226-35P08511	Contracts for Ops Services	$ 19,957
		Total	**$125,314**

EXPLANATION

The Division of Parks & Recreation manages Wallis Sands State Park in Rye, NH. This project will provide operation, sampling, testing, and maintenance services of the wastewater treatment plant, as required by the National Pollutant Discharge Elimination System (NPDES) permit number NHG580014. and General Permit Number NHG58000 in compliance with the provisions of the Federal Clean Water Act as amended, 33 U.S.C. §§ 1251 et seq. (the "CWA").

This project was put out to bid on September 27, 2024 for a period of four (4) weeks. It was advertised through the NH Bureau of Purchase and Property Website, NH State Parks Website, Construction Summary of NH, Infinite Imaging, McGraw Hill Construction, Signature Press and Blueprinting and Works in Progress. A mandatory pre-bid meeting was held on October 22, 2024 and two (2) potential bidders attended. Bids closed on November 7, 2024 at 2:00 PM at the DNCR office and a public bid opening was conducted by Edward Mussey, DNCR Public Works Project Manager II. Two (2) bids were received and the low bidder, RCM Pump Systems LLC was accepted in the amount of $125,314 pending contract approval by Governor and Executive Council.

The variation in the above pricing table is due to the variation in the sampling and testing requirements for each year, particularly the polyfluoroalkyl substance (PFAS) testing that is due in 2027.

The Attorney General's Office has approved the contract as to form, substance, and execution.

Respectfully submitted,

Brian J. Wilson
Director Parks and Recreation

Concurred,

(SM)

Sarah L. Stewart
Commissioner

State of New Hampshire
Department of Natural and Cultural Resources
Division of Parks and Recreation
Capital Projects & Maintenance
172 Pembroke Rd. Concord, NH 03301
Tel No. 603-271-3973

BID LIST

Wallis Sands waste water treatment sampling testing & maintenance

Project No. **OPS-2436**
Bid Date: **11/7/2024**

Bid List

Contractors:	**Lump Sum Bid**
RCM Systems LLC 39 South Main Street #228 Rochester, NH	**$125,314.00**
Whitewater Inc. 253B Worcester Rd. Charlton, MA 01507	$127,518.00

Indicates Awarded Bidder

Bidding Procedure: This project was put out to bid on September 27, 2024. It was advertised through the NH Bureau of Purchase and Property Website, NH State Parks Website, Construction Summary of NH, Infinite Imaging, McGraw Hill Construction, Signature Press and Blueprinting and Works in Progress. The bidding period went on for four weeks. A mandatory pre-bid meeting was held on October 22, 2024 and two (2) potential bidders attended. Bids closed on November 7, 2024 at 2:00 PM at the DNCR office and a public bid opening was conducted by Edward Mussey DNCR Public Works Project Manager II. Two (2) bids were received and the low bidder, RCM Pump Systems LLC was accepted in the amount of $125,314 pending contract approval by Governor and Executive Council.

Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name Department of Natural and Cultural Resources		1.2 State Agency Address 172 Pembroke Road Concord, NH 03301	
1.3 Contractor Name RCM Systems LLC		1.4 Contractor Address 39 South Main Street, #228 Rochester, NH 03867	
1.5 Contractor Phone Number 603-312-4221	1.6 Account Unit and Class 03 351510 37200000 103	1.7 Completion Date 12/31/2028	1.8 Price Limitation $125,314
1.9 Contracting Officer for State Agency Edward Mussey, Public Works Project Manager		1.10 State Agency Telephone Number 603-271-3973	
1.11 Contractor Signature Date: 11/15/24		1.12 Name and Title of Contractor Signatory Josh Scotten / owner member	
1.13 State Agency Signature Date: 1/28/2025		1.14 Name and Title of State Agency Signatory Sarah L. Stewart, Commissioner	
1.15 Approval by the N.H. Department of Administration, Division of Personnel *(if applicable)* By:		Director, On:	
1.16 Approval by the Attorney General (Form, Substance and Execution) *(if applicable)* By: Nathan W. Kenison-Marvin Assistant Attorney General		On: February 4, 2025	
1.17 Approval by the Governor and Executive Council *(if applicable)* G&C Item number:		G&C Meeting Date:	

Contractor Initials
Date 11-15-24

2. SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT B which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.13 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed.

3.3 Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds. In no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds by any state or federal legislative or executive action that reduces, eliminates or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope for Services provided in EXHIBIT B, in whole or in part, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to reduce or terminate the Services under this Agreement immediately upon giving the Contractor notice of such reduction or termination. The State shall not be required to transfer funds from any other account or source to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT C which is incorporated herein by reference.

5.2 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8. The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7c or any other provision of law.

5.4 The State's liability under this Agreement shall be limited to monetary damages not to exceed the total fees paid. The Contractor agrees that it has an adequate remedy at law for any breach of this Agreement by the State and hereby waives any right to specific performance or other equitable remedies against the State.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal employment opportunity laws and the Governor's order on Respect and Civility in the Workplace, Executive order 2020-01. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement these regulations. The Contractor shall also comply with all applicable intellectual property laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of age, sex, sexual orientation, race, color, marital status, physical or mental disability, religious creed, national origin, gender identity, or gender expression, and will take affirmative action to prevent such discrimination, unless exempt by state or federal law. The Contractor shall ensure any subcontractors comply with these nondiscrimination requirements.

6.3 No payments or transfers of value by Contractor or its representatives in connection with this Agreement have or shall be made which have the purpose or effect of public or commercial bribery, or acceptance of or acquiescence in extortion, kickbacks, or other unlawful or improper means of obtaining business.

6.4. The Contractor agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with this Agreement and all rules, regulations and orders pertaining to the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

Contractor Initials [illegible]
Date 11-15-24

7.2 The Contracting Officer specified in block 1.9, or any successor, shall be the State's point of contact pertaining to this Agreement.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) calendar days from the date of the notice; and if the Event of Default is not timely cured, terminate this Agreement, effective two (2) calendar days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 give the Contractor a written notice specifying the Event of Default and set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 give the Contractor a written notice specifying the Event of Default, treat the Agreement as breached, terminate the Agreement and pursue any of its remedies at law or in equity, or both.

9. TERMINATION.

9.1 Notwithstanding paragraph 8, the State may, at its sole discretion, terminate the Agreement for any reason, in whole or in part, by thirty (30) calendar days written notice to the Contractor that the State is exercising its option to terminate the Agreement.

9.2 In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall, at the State's discretion, deliver to the Contracting Officer, not later than fifteen (15) calendar days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. In addition, at the State's discretion, the Contractor shall, within fifteen (15) calendar days of notice of early termination, develop and submit to the State a transition plan for Services under the Agreement.

10. PROPERTY OWNERSHIP/DISCLOSURE.

10.1 As used in this Agreement, the word "Property" shall mean all data, information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

10.2 All data and any Property which has been received from the State, or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

10.3 Disclosure of data, information and other records shall be governed by N.H. RSA chapter 91A and/or other applicable law. Disclosure requires prior written approval of the State.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

12.1 Contractor shall provide the State written notice at least fifteen (15) calendar days before any proposed assignment, delegation, or other transfer of any interest in this Agreement. No such assignment, delegation, or other transfer shall be effective without the written consent of the State.

12.2 For purposes of paragraph 12, a Change of Control shall constitute assignment. "Change of Control" means (a) merger, consolidation, or a transaction or series of related transactions in which a third party, together with its affiliates, becomes the direct or indirect owner of fifty percent (50%) or more of the voting shares or similar equity interests, or combined voting power of the Contractor, or (b) the sale of all or substantially all of the assets of the Contractor.

12.3 None of the Services shall be subcontracted by the Contractor without prior written notice and consent of the State.

12.4 The State is entitled to copies of all subcontracts and assignment agreements and shall not be bound by any provisions contained in a subcontract or an assignment agreement to which it is not a party.

13. INDEMNIFICATION. The Contractor shall indemnify, defend, and hold harmless the State, its officers, and employees from and against all actions, claims, damages, demands, judgments, fines, liabilities, losses, and other expenses, including, without limitation, reasonable attorneys' fees, arising out of or relating to this Agreement directly or indirectly arising from death, personal injury, property damage, intellectual property infringement, or other claims asserted against the State, its officers, or employees caused by the acts or omissions of negligence, reckless or willful misconduct, or fraud by the Contractor, its employees, agents, or subcontractors. The State shall not be liable for any costs incurred by the Contractor arising under this paragraph 13. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby reserved

Contractor Initials

Date 11-15-24

to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and continuously maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 commercial general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than $1,000,000 per occurrence and $2,000,000 aggregate or excess; and

14.1.2 special cause of loss coverage form covering all Property subject to subparagraph 10.2 herein, in an amount not less than 80% of the whole replacement value of the Property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or any successor, a certificate(s) of insurance for all insurance required under this Agreement. At the request of the Contracting Officer, or any successor, the Contractor shall provide certificate(s) of insurance for all renewal(s) of insurance required under this Agreement. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A *("Workers' Compensation")*.

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. The Contractor shall furnish the Contracting Officer identified in block 1.9, or any successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. WAIVER OF BREACH. A State's failure to enforce its rights with respect to any single or continuing breach of this Agreement shall not act as a waiver of the right of the State to later enforce any such rights or to enforce any other or any subsequent breach.

17. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

18. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no such approval is required under the circumstances pursuant to State law, rule or policy.

19. CHOICE OF LAW AND FORUM.

19.1 This Agreement shall be governed, interpreted and construed in accordance with the laws of the State of New Hampshire except where the Federal supremacy clause requires otherwise. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.

19.2 Any actions arising out of this Agreement, including the breach or alleged breach thereof, may not be submitted to binding arbitration, but must, instead, be brought and maintained in the Merrimack County Superior Court of New Hampshire which shall have exclusive jurisdiction thereof.

20. CONFLICTING TERMS. In the event of a conflict between the terms of this P-37 form (as modified in EXHIBIT A) and any other portion of this Agreement including any attachments thereto, the terms of the P-37 (as modified in EXHIBIT A) shall control.

21. THIRD PARTIES. This Agreement is being entered into for the sole benefit of the parties hereto, and nothing herein, express or implied, is intended to or will confer any legal or equitable right, benefit, or remedy of any nature upon any other person.

22. HEADINGS. The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

23. SPECIAL PROVISIONS. Additional or modifying provisions set forth in the attached EXHIBIT A are incorporated herein by reference.

24. FURTHER ASSURANCES. The Contractor, along with its agents and affiliates, shall, at its own cost and expense, execute any additional documents and take such further actions as may be reasonably required to carry out the provisions of this Agreement and give effect to the transactions contemplated hereby.

25. SEVERABILITY. In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

Contractor Initials /ß
Date 11-15-24

26. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings with respect to the subject matter hereof.

Contractor Initials JL
Date 11-15-24

STATE OF NEW HAMPSHIRE
DEPARTMENT OF NATURAL AND CULTURAL RESOURCES
DIVISION OF PARKS AND RECREATION

WASTE WATER TREATMENT PLANT OPERATION
SAMPLING , TESTING, & MAINTENANCE
WALLIS SANDS STATE PARK, RYE, NH

EXHIBIT A

There are no additional provisions on this contract.

EXHIBIT B

Scope of Services:
RCM Systems LLC (hereinafter referred to as the "Contractor" shall provide the State of New Hampshire (hereinafter referred to as the "State") services to provide operation, sampling, testing and maintenance of the Waste Water Treatment Plant at Wallis Sands State Park in Hampton, by, on, or before the Completion Date. The Contractor shall be responsible for all labor, materials, equipment and services required for the project, in compliance with, and as indicated by and in the Departments drawings and specifications "Project No: OPS 2436, "Waste Water Treatment Operation Sampling, Testing and Maintenance" dated September 27, 2024, and the bid proposal form dated October 22, 2024, and any subsequent Addendum issued, copies of which the Contractor acknowledges receipt of.

EXHIBIT C

Contract Price
The total price limitation is the bid Sub Total of $100,314 plus the allowance of $25,000, stipulated in the Contract Documents, to be used for owner-initialed changes, or for unknow, latent or differing existing conditions, or for the removal of hazardous materials that are encountered by construction, for a not to exceed price limitation of $125,314.

Payment Terms:
Payments shall be made monthly in proportion to the work completed and approved by the Project Manager and within 30 days after receipt of itemized payment requisitions.

Term
This is a five year contract which shall commence upon Governor and Executive Council approval, with a completion date of December 31, 2028.

Contractor Initials JS
Date 11-15-24

SUMMARY SCOPE OF WORK FOR WALLIS SANDS WASTE WATER TREATMENT PLANT SAMPLING, TESTING & MAINTENANCE

The Waste Water Treatment plant service provider shall furnish all tools, equipment, and materials needed to perform the duties at Wallis Sands State Park, Rye NH and shall be responsible for the following:

1. State Certification requirement: Waste Water Treatment Plant Operator shall be at a minimum NHDES Certified Grade II Waste Water Treatment Plant Operator in accordance with RSA 485-A:5-a.

2. Seasonal Waste Water Treatment Plant Operation facility from:
   May 1, 2025 to September 30, 2025
   May 1, 2026 to September 30, 2026
   May 1, 2027 to September 30, 2027
   May 1, 2028 to September 30, 2028

3. Perform Sampling, testing, and reporting of effluent characteristics as required by the National Pollutant Discharge Elimination System (NPDES) permit # NHG580014 and General Permit No. NHG580000. In compliance with the provisions of the Federal Clean Water Act as amended, 33 U.S.C. §§ 1251 et seq. (the "CWA").

4. Perform USEPA Region 1 Marine Acute Toxicity Test Procedure and Protocol July 2012 (Attachment C)

5. Perform USEPA Region 1 Marine Chronic Toxicity Test Procedure and Protocol November 2013 (Attachment D)

6. Adhere to Part II NPDES Standard Conditions.

7. Filling out and submitting a standard NPDES monthly discharge monitoring report using NetDMR reporting. The DMR's will be available on the USEPA Website.

8. Monthly DMRs are to be submitted electronically. Submit NetDMR Attachments for any attachment explaining the basis of all Permit violations, including violations of effluent limits, narrative requirements, reporting requirements, compliance schedules, deviations from all required monitoring frequencies, sample types and units of measurement. Also, state the reasons for including any NODI codes and the action taken to resolve any NODI code violation.

   Service Provider Shall Report No-Discharge in the months where there are no discharges, October through April of each NH State fiscal year.

9. State Reporting Requirements: Duplicate signed copies of all reports, information, requests or notifications described in the NPDES Permit shall be submitted to the State electronically via e-mail to the permitee's assigned NPDES inspector at NHDES-WD or in Hard copy to the following address:

   New Hampshire Department of Environmental Services
   Water Division
   Wastewater Engineering Bureau
   P.O. Box 95
   Concord, NH 03302-0095
   E-mail: Stephanie.Larson@des.nh.gov

And

Attn: Edward Mussey Project Manager II
Department of Natural and Cultural Resources
Capital Projects & Maintenance
172 Pembroke Rd.
Concord, NH 03301
E-mail: Edward.V.Mussey@dncr.nh.gov

10. Assembly of winterized equipment; pumps, ultraviolet lamps, hoses, metering equipment, etc. for use during the operating season. Disassembly and winterization of equipment at the end of the operating season.

11. Perform Inspection and light maintenance of the facility as needed; to include test operation of pumps, alarm system, valves, cleaning and or replacement of ultraviolet lamps, ballasts, and a check of the associated mechanical and electrical equipment. Any deficiencies are to be reported immediately to, the Project Manager and the Park Manager for repairs. The service provider shall occasionally advise the Project Manager and Park Manager as to the use of materials, methods, or procedures to ensure the proper operation of the system.

12. Replacement UV Lamps, ballasts, Pumps and other electrical or mechanical parts will be charged against the allowance of the contract at the approval of the Project Manager.

13. Service provider shall represent DNCR as necessary in responding to inquiries, requests for information, or meetings with State, Federal and or local officials at no additional cost to the state.

14. Perform year-end summary and self-assessment reports as needed.

15. Perform EPA Quality Control procedures as needed.

16. Complete Yearly Wastewater Operator in Responsible Charge Verification Form by February 15th each year.

17. In accordance with Part IV Additional Limitations, Conditions and Requirements 5. Collection System O&M Plan b. (1) thru (8) Prepare, and Submit, full Collection System O&M Plan by no later than September 1, 2025. DNCR to provide previous Collection System O&M Plan to service provider.

18. In accordance with Part IV Additional Limitations, Conditions and Requirements 6. Annual Reporting Requirement Submit a summary report of activities related to implementation of the Collection System O&M Plan during the previous calendar year. This report shall be submitted to EPA and the State annually by March 31. The First annual report id due March 31, 2025.

    DNCR to provide list of activities performed during the previous calendar year if any.

    DNCR to provide a description of the staffing levels maintained during the year.

19. DNCR to Provide Alternate Power Source for the duration of the Seasonal Operation.

20. This proposal is for seasonal Sampling, Testing & Maintenance work to be performed from May 1, 2025 thru September 30, 2028.

21. DNCR will pump coordinate with others to pump out the septic tank on a yearly basis at the end of each operating season. DNCR will coordinate with others to pump out the dosing building and or the UV treatment building if operationally necessary.

22. Wallis Sands State Park is open to the Public from 8:00 am. – 5:00 pm. 7 days a week; including Holidays during the Operational Season.

ADDITIONAL REQUIREMENTS: Please see attached Permit No. NHG580014 "AUTHORIZATION TO DISCHARGE UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM SMALL WASTEWATER TREATMENT FACILITY GENERAL PERMIT".

Wallis Sands UV Treatment Building

Trojan 3000 PTP

Trojan 3000 PTP UV Treatment System

Outfall Serial Number 001 @ low tide

PUMP STATION/DOSING BUILDING

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that RCM SYSTEMS LLC is a New Hampshire Limited Liability Company registered to transact business in New Hampshire on November 19, 2019. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: **831518**

Certificate Number: **0006814182**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 2nd day of December A.D. 2024.

David M. Scanlan

Secretary of State

Limited Partnership or LLC Certificate of Authority
(Sole Partner, Member, or Manager)

I, Josh Scotton **do hereby certify** that I am the sole Partner,
(Name)
Member or Manager of RCM Systems LLC a limited liability partnership under RSA
(Name of Partnership or LLC)

304-B, a limited liability professional partnership under RSA 304-D, or a limited liability company under RSA 304-C.

I certify that I am authorized to bind the partnership or LLC. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that I currently occupy the position indicated and that I have full authority to bind the partnership or LLC and that this authorization **shall remain valid for thirty (30)** days from the date of the signature below.

DATE: 11-15-24 **ATTEST:** [signature]
(Signature)

owner / Manager
(Title)

RCMPUMP-01 NHARDIN

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/20/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Bernier Insurance Inc.
32 Wakefield St
Rochester, NH 03867

CONTACT NAME: Nichole Coombs
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS: ncoombs@bernierins.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Central Insurance	20230
INSURER B : Liberty Mutual	24198
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
RCM Systems, LLC
39 S. Main St. #228
Rochester, NH 03867

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:			CLP 8978381	9/15/2024	9/15/2025	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY			BAP 8983850	9/15/2024	9/15/2025	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0			CXS 8983851	9/15/2024	9/15/2025	EACH OCCURRENCE	$ 1,000,000
							AGGREGATE	$ 1,000,000
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N Y If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		XWS62282499	4/24/2024	4/24/2025	X PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
LLC Member Josh Scotten is excluded from WC coverage

Certificate Holder:
STATE OF NEW HAMPSHIRE
DEPARTMENT OF NATURAL AND CULTURAL RESOURCES
DIVISION OF PARKS AND RECREATION
CAPITAL PROJECTS & MAINTENANCE

CERTIFICATE HOLDER

State of New Hampshire
172 Pembroke Rd.
Concord, NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Nichole Coombs

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