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THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



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William Cass, P.E.  
Commissioner

David Rodrigue, P.E.  
Assistant Commissioner

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

Bureau of Turnpikes  
July 1, 2025

**REQUESTED ACTION**

Authorize the Department of Transportation to **retroactively** amend Contract #5001021 with HNTB Corporation, Concord, NH, Vendor #175663, for soundwall and privacy fence design along I-95 in the town of Portsmouth, NH, by extending the completion date from June 30, 2025, to June 30, 2026, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on May 17, 2023. Time extension only, no additional funding.

**EXPLANATION**

This item is **retroactive** due to resource constraints and priorities which extended the time required to complete the contract.

On May 17, 2023, the Governor and Council authorized the subject agreement (Item # 36; copy of Resolution attached) in the amount of \$1,266,350 for soundwall and privacy fence design along I-95. The objective of the project is to design soundwalls and a privacy fence along I-95 in the City of Portsmouth.

The purpose of this time extension amendment is to allow the consultant sufficient time to complete the project despite contractor delays extending the construction schedule beyond the Consultant's current contract expiration date. The work is approximately 52% complete and of the original \$1,266,350 amount for this contract there is a balance of approximately \$607,874 remaining (100% Turnpike Funds).

This Agreement (Portsmouth 43760) has been approved by the Attorney General as to form and execution. The Department has verified that the necessary funds are available. Copies of the fully-executed Agreement are on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

It is respectfully requested that authority be given to amend this Agreement for consulting services as outlined above.

Sincerely,

William J. Cass, P.E.  
Commissioner

Attachments



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.  
Commissioner

David Rodrigue, P.E.  
Assistant Commissioner

PORTSMOUTH  
X-A005(230)  
43760  
Time Extension Amendment  
(Agreement Dated APRIL 7, 2023, Contract No. 5001021)

Bureau of Turnpikes  
Room 200  
Tel. (603) 271-6242

June 17, 2025

Mr. Robert Driscoll, PE  
Office Leader, Principal  
HNTB Corporation  
82 Running Hill Rd., Suite 201  
South Portland, ME 04106

Dear Mr. Driscoll:

This letter amends Article I, Section J (Date of Completion) in the above-referenced Agreement. The original and amended dates are as follows:

|                            |               |
|----------------------------|---------------|
| Original Completion Date   | June 30, 2025 |
| By this letter, amended to | June 30, 2026 |

This no-additional-cost change order for the extension is as requested by your letter dated May 15, 2025.

This amendment becomes effective upon approval by the Governor and Council.

Sincerely,

*Sam Newsom*

Sam B. Newsom,  
CE Project Manager

*William J. Oldenburg*

Approved:

William J. Oldenburg, P.E.  
Director of Project Development

We concur in the above Amendment.

HNTB CORPORATION

By: *Robert J. Driscoll*

Title: *Vice President*

SBN/kgm

**AGREEMENT AMENDMENT**

**PORTSMOUTH, X-A005(230), 43760**

**HNTB CORPORATION**

IN WITNESS WHEREOF the parties hereto have executed this amended AGREEMENT on the day and year first above written.

**Consultant**

WITNESS TO THE CONSULTANT

By: Cherise Butler  
PROJECT ANALYST  
Dated: 4/19/25

CONSULTANT

By: Robert J. Dorall  
Vice President (Title)  
Dated: 06/19/25

**Department of Transportation**

WITNESS TO THE STATE OF NEW HAMPSHIRE

By: Natasha Gule  
\_\_\_\_\_  
Dated: 7/14/25

THE STATE OF NEW HAMPSHIRE

By: Jeanne Kloe  
Director of Operations  
FOR DOT COMMISSIONER  
Dated: 7/14/25

**Attorney General**

This is to certify that the above-amended AGREEMENT has been reviewed by this office and is approved as to form and execution.

Dated: 8/19/25

By: [Signature]  
Assistant Attorney General

**Secretary of State**

This is to certify that the GOVERNOR AND COUNCIL on \_\_\_\_\_ approved this amended AGREEMENT.

Dated: \_\_\_\_\_

Attest:  
  
By: \_\_\_\_\_  
Secretary of State

JJM

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**THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION**



G&C #36  
Date 5/17/23

36

*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, New Hampshire 03301

Bureau of Turnpikes  
April 24, 2023

**REQUESTED ACTION**

Authorize the Department of Transportation to enter into an Agreement with HNTB Corporation, Concord, NH, Vendor #175663, for an amount not to exceed \$1,266,350, for soundwall and privacy fence design along I-95 in Portsmouth, NH, effective upon Governor and Council approval through June 30, 2025. Funding is 100% Turnpike Capital Funds.

Funds to support this request are available in the following account in State FY 2023 and funding is contingent upon the availability and continued appropriation of funds in FY 2024, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office if needed and justified:

|  | <u>FY 2023</u> | <u>FY 2024</u> |
|--|----------------|----------------|
| 04-96-96-961017-7500                   |                |                |
| Turnpike Capital Funds                 |                |                |
| 046-500463 Gen Consultants Non-Benefit | \$500,000      | \$766,350      |

**EXPLANATION**

The Department requires final design, environmental services, and public involvement efforts needed for the design of soundwalls and a privacy fence along I-95 in the City of Portsmouth. This project is included in the State's Ten-Year Transportation Improvement Plan (Portsmouth 43760).

The consultant selection process employed by the Department for this qualifications-based contract is in accordance with RSAs 21-I:22, 21-I:22-c, 21-I:22-d, 228:4 and 228:5-a, and all applicable Federal laws and the Department's "Policies and Procedures for Consultant Contract Procurement, Management, and Administration" dated August 25, 2017. The Department's Consultant Selection Committee is a standing committee that meets regularly to administer the process and make determinations. The Committee is comprised of the Assistant Director of Project Development (Chair), the Chief Project Manager, the Administrators of the Bureaus of Highway Design, Bridge Design, Environment, and Materials and Research, and the Municipal Highways Engineer.

The consultant selection process for this qualifications-based contract was initiated by a solicitation for consultant services for Portsmouth 43760, soundwall and privacy fence design along I-95. The assignment was listed as a "Project Soliciting for Interest" on the Department's website on March 17, 2022, asking for letters of interest from qualified firms. From the list of firms that submitted letters of interest, the Committee prepared a long and then short list of Consultants on April 8, 2022, for consideration and approval by the Assistant Commissioner. Upon receipt of that approval, three (3) shortlisted firms were notified on April 8, 2022, through a technical "Request for Proposal" (RFP). Committee members individually rated the firms on May 5, 2022, using a written ballot to score each firm on the basis of comprehension of the assignment, clarity of the proposal, capacity to perform in a timely manner, quality and experience of the project manager and the team, previous performance, and overall suitability

for the assignment. (A compilation of the completed individual rating ballots and the ranking summary form is attached.) The individual rankings were then totaled to provide an overall ranking of the three firms, and the Committee's ranking was submitted to the Assistant Commissioner for consideration and approval. Upon receipt of that approval, the short-listed firms were notified of the results and the highest-ranking firm was asked to submit a fee proposal for negotiations.

The long list of four (4) consultant firms that were considered for this assignment, with the three (3) short-listed firms shown in bold, is as follows:

Consultant Firm

Office Location

GM2 Associates, Inc.

Concord, NH

**HNTB Corporation**

Concord, NH

**Vanasse Hangen Brustlin, Inc.**

Bedford, NH

Jacobs Engineering Group, Inc.

Bedford, NH

The firm of HNTB Corporation was recommended for this contract. This firm has an excellent reputation and has demonstrated their capability to perform the required services. Background information on this firm is attached.

HNTB Corporation has agreed to furnish the professional engineering services for an amount not to exceed \$1,266,350. This is a reasonable fee and is commensurate with the complexity of the project and the scope of the engineering and technical services to be furnished. This project funding has 0% Federal Funds and 100% Turnpike funding.

This Agreement has been approved by the Attorney General as to form and execution. The Department has verified that the necessary funds are available. Copies of the fully-executed Agreement are on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

It is respectfully requested that authority be given to enter into an Agreement for consulting services as outlined above.

Sincerely,



William J. Cass, P.E.  
Commissioner

Attachments