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State of New Hampshire

DEPARTMENT OF SAFETY
JAMES H. HAYES BLDG. 33 HAZEN DR.
CONCORD, N.H. 03305
(603) 271-2791

EDDIE EDWARDS
ASSISTANT COMMISSIONER

STEVEN R. LAVOIE
ASSISTANT COMMISSIONER

ROBERT L. QUINN
COMMISSIONER

September 8, 2025

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

REQUESTED ACTION

Authorize the Department of Safety, Office of Highway Safety to enter into a contract with AAA Northern New England, (AAA NNE) (VC#153019-B001), Portland, Maine, in an amount not to exceed \$243,366.56, to conduct the annual NH Traffic Safety Conference (Governor's Highway Safety Conference) in years 2025, 2026, 2027, 2028, 2029. Effective upon Governor and Council approval through September 30, 2030.
100% Federal Funds

Funds are available in the SFY 2026 and SFY 2027 operating budget and contingent upon availability and continued appropriations in SFY 2028 through SFY 2030, with the authority to adjust between fiscal years through the Budget Office if needed and justified.

02-23-23-231010-75410000 Dept. of Safety- Office of Commissioner-NHTSA Grants
102 500731 Contracts for Program Services,

<u>SFY 2026</u>	<u>SFY 2027</u>	<u>SFY 2028</u>	<u>SFY 2029</u>	<u>SFY 2030</u>
\$9,965.71	\$10,962.28	\$12,058.50	\$13,264.36	\$14,590.79

02-23-23-231010-75430000 Dept. of Safety- Office of Commissioner- 410/Alcohol
102 500731 Contracts for Program Services

<u>SFY 2026</u>	<u>SFY 2027</u>	<u>SFY 2028</u>	<u>SFY 2029</u>	<u>SFY 2030</u>
\$29,897.12	\$32,886.83	\$36,175.52	\$39,793.07	\$43,772.38

Total: \$243,366.56

EXPLANATION

The Department of Safety released a Request for Proposal for these services, RFP DOS 2026-03. The RFP was advertised on the Purchase & Property website from June 20, 2025, with a closing date of July 16, 2025. There were two (2) proposals submitted, with AAA Northern New England (AAA NNE) submitting the proposal with the highest technical score and the lowest cost.

This contract will provide for a vendor to develop, coordinate, facilitate, produce, and manage all aspects of the production and presentation of the NH Traffic Safety Conference (Governor's Highway Safety Conference) for FFY 2026 through FFY 2030. Conferences are scheduled for each respective year (2025-2029). This annual conference brings together presenters from across the state and nation to share expertise on traffic safety issues. Sessions will cover impaired and distracted driving, law enforcement training, prosecution, judicial perspectives, and other priority topics. The conference serves to educate, motivate,

Her Excellency, Governor Kelly A. Ayotte
And the Honorable Council
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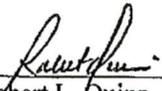
and equip stakeholders, law enforcement, prosecutors, judges, and community partners, to reduce impaired driving, crashes, fatalities, and serious injuries, making New Hampshire's roads safer for residents and visitors.

AAA NNE have managed large-scale public information campaigns and Traffic Safety Conferences, focusing on critical issues such as impaired and distracted driving. Campaigns like "Don't Drive Intoxicated, Don't Drive Intexticated" highlight their ability to deliver targeted messages to key audiences and effectively distribute them statewide. AAA NNE has consistently demonstrated strong engagement and leadership in promoting the rights and safety of New Hampshire's motoring public.

In the event that Federal Funds are no longer available, General Funds and/or Highway Safety Funds will not be requested to support this program.

The Department of Safety has determined that the vendor is in good standing with the Secretary of State's Office, has secured the required levels of insurance, and has provided evidence of authority to execute and be bound by the contract. Documents supporting these assertions are available at the agency, for review upon request.

Respectfully submitted,



Robert L. Quinn
Commissioner of Safety

BID SUMMARY FOR REQUEST FOR PROPOSAL					
RFP # DOS 2026-03		SERVICES BID: NH Traffic Safety Conference			
DATE POSTED: 06/20/2025		DATE CLOSED: 07/16/2025			
RFP SCORING SUMMARY					
RFP CRITERIA	MAX # OF PTS.	VENDOR NAME: BLUE RIBBON EVENTS COMPLIANT? <input checked="" type="radio"/> YES / NO	VENDOR NAME: AAA NORTHERN NEW ENGLAND COMPLIANT? <input checked="" type="radio"/> YES / NO	VENDOR NAME: COMPLIANT? YES / NO	VENDOR NAME: COMPLIANT? YES / NO
1. Company Profile and Background	15	9	14		
2. Experience and Resources	40	25	35		
3. References	15	9	15		
4. Price Proposal	30	27	30		
TOTAL POINTS	100	70	94		

DEFINITIONS OF EACH SCORING CRITERIA
1. Company Profile and Background - An overview of the company, including number of years in business, number of employees, location, experience.
2. Experience and Resources - Proposals will be evaluated on how well they establish that the vendor and those responsible for the management of the event have sufficient experience and capabilities to manage an event of this scope and size. Applicants are encouraged to include information about the potential venue contacts for the event and their related experience (i.e., contract lead, food and beverage management, audio visual support, etc.)
3. References - The Vendor shall provide information for at least 3 past or current clients which demonstrates experience in conducting events of similar size and complexity and demonstrates success in the provision of similar services within this RFP. State personnel should not be used to meet the minimum number of references for a proposal. They can, however, be included beyond the minimum requested.
4. Price Proposal – Total costs for all services provided.

EVALUATOR NAME/TITLE	AGENCY
John Clegg, Program Manager	NH Office of Highway Safety
Jeff Landi, Law Enforcement Liaison	NH Office of Highway Safety
Jeannie Cadarette, Procurement Unit Supervisor	DOS Division of Administration, Financial Management & Planning Bureau
TODAY'S DATE: July 23, 2025	

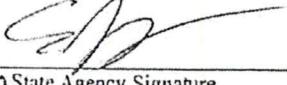
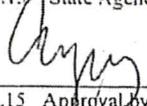
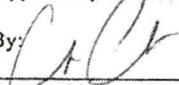
Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

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

GENERAL PROVISIONS

I. IDENTIFICATION.

1.1 State Agency Name NH Office of Highway Safety		1.2 State Agency Address 33 Hazen Drive Concord, NH 03305	
1.3 Contractor Name AAA Northern New England		1.4 Contractor Address PO Box 3544 Portland Maine 04104 Physical Address: 68 Marginal Way Portland Maine 04101	
1.5 Contractor Phone Number 207-780-6988	1.6 Account Unit and Class 75410000 - 500731 Class 102	1.7 Completion Date 09/30/2030	1.8 Price Limitation \$243,366.56
1.9 Contracting Officer for State Agency Jeffrey A. Landi LEL/Field Representative		1.10 State Agency Telephone Number 603-271-6709	
1.11 Contractor Signature  Date: 8/14/25		1.12 Name and Title of Contractor Signatory Eric Cyr President	
1.13 State Agency Signature  Date: 8/29/25		1.14 Name and Title of State Agency Signatory Amy Newbury, Director of Administration	
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:  On: 09/11/2025			
1.17 Approval by the Governor and Executive Council (if applicable) G&C Item number: _____ G&C Meeting Date: _____			



Contractor Initials 
Date 8/19/25

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 80:7-c 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.

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 91-A 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 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.

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.

EXHIBIT A

SPECIAL PROVISIONS

The following provisions are added and made part of the P-37 General Provisions:

25. ORDER OF PRECEDENCE

In the event of conflict or ambiguity among any of the text within this agreement, the following Order of Precedence shall govern:

- 25.1 State of New Hampshire, Department of Safety Contract Agreement 2025-06, including all Exhibits;
- 25.2 State of New Hampshire, Department of Safety RFP-DOS-2025-06 DECP Statewide Coordinator (Attachment 1);
- 25.3 Contractor Proposal Response to Department of Safety RFP-DOS-2025-06 DECP Statewide Coordinator, dated February 24, 2025, including the amended Price Proposal (Attachment 2).

26. EXHIBITS/ATTACHMENTS

The Exhibits and Attachments referred to in and attached to the Contract are incorporated by reference as if fully included in the text of the Contract.

U.S. Department of Transportation/NHTSA Grant Conditions:

As a result of participating in Federal highway safety grant programs administered by National Highway Traffic Safety Administration (NHTSA) and the US Department of Transportation (USDOT), highway safety subrecipients are required to comply with the following documents:

- Subrecipients agree to comply with all applicable elements of NHTSA's Memorandum: Use of NHTSA Highway Safety Grant Funds for Certain Purchases May 18, 2016 and found at the following Web link: <https://www.nhtsa.gov/highway-safety-grants-program/resources-guide>. Subrecipients should pay particular attention to the sections on (1) allowable costs for equipment, travel, training, and consultant services; and (2) unallowable costs for equipment, facilities and construction, training and program administration.
- Subrecipients agree to comply with all applicable elements of 2 CFR 200 - the **Uniform Administrative Requirement for Grants, Cost Principles, and Audit Requirements** as promulgated by the U.S. Department of Transportation. This document is found at the following Web link <https://www.nhtsa.gov/highway-safety-grants-program/resources-guide>.
- Subrecipients agree to comply with all applicable Federal basic and incentive grant program requirements as outlined in the **Highway Safety Grant Management Manual** found at the following Web link: <https://www.nhtsa.gov/highway-safety-grants-program>. This document provides information on each of the grant programs.

The following additional provisions apply to highway safety subrecipients as a result of certifications and assurances provided to NHTSA by State Highway Safety Offices in their Highway Safety Plan:

GENERAL REQUIREMENTS

The State will comply with applicable statutes and regulations, including but not limited to:

- 23 U.S.C. Chapter 4 Highway Safety Act of 1966, as amended
- Sec. 1906, Pub. L. 109-59, as amended by Sec. 25024 Pub. L. 117-58
- 23 CFR part 1300 Uniform Procedures for State Highway Safety Grant Programs
- 2 CFR part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 CFR part 1201 Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

[Handwritten Signature]
8/14/25

NONDISCRIMINATION

(applies to subrecipients as well as States)

The State highway safety agency [and its subrecipients] will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (entitled *Non-discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964*);
- 28 CFR section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.), and Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686) prohibit discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);
- The Civil Rights Restoration Act of 1987, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;

The preceding statutory and regulatory cites hereinafter are referred as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including NHTSA."

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI of the Civil Rights Act of 1964 and other non-discrimination requirements (the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Highway Safety Grant Program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in § 21.23(b) and (e) of 49 CFR part 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Highway Safety Grant Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"The [name of Recipient], in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of appendix A and E of this Assurance (also referred to as DOT Order 1050.2A)⁽¹⁾ in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of appendix B of DOT Order 1050.2A, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the State highway safety agency also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing NHTSA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by NHTSA. You must keep records, reports, and submit the material for review upon request to NHTSA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The State highway safety agency gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Highway Safety Grant Program. This ASSURANCE is binding on the State highway safety agency, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors, transferees, successors in interest, and any other participants in the Highway Safety Grant Program. The person(s) signing below is/are authorized to sign this ASSURANCE on behalf of the Recipient.

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POLITICAL ACTIVITY (HATCH ACT)

(applies to subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(applies to subrecipients as well as States)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

RESTRICTION ON STATE LOBBYING

(applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(applies to subrecipients as well as States)

Instructions for Lower Tier Participant Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted or has become erroneous by reason of changed circumstances.
4. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA ACT

(applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

Certification on Conflict of Interest

(Applies to Subrecipients as Well as States)

General Requirements

No employee, officer or agent of a State or its subrecipient who is authorized in an official capacity to negotiate, make, accept or approve, or to take part in negotiating, making, accepting or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward. Based on this policy:

1. The recipient shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents.
 - a. The code or standards shall provide that the recipient's officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential subawardees, including contractors or parties to subcontracts.
 - b. The code or standards shall establish penalties, sanctions or other disciplinary actions for violations, as permitted by State or local law or regulations.
2. The recipient shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

Disclosure Requirements

No State or its subrecipient, including its officers, employees or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities. Based on this policy:

1. The recipient shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to NHTSA. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.
2. NHTSA will review the disclosure and may require additional relevant information from the recipient. If a conflict of interest is found to exist, NHTSA may
 - (a) terminate the award, or
 - (b) determine that it is otherwise in the best interest of NHTSA to continue the award and include appropriate provisions to mitigate or avoid such conflict.
3. Conflicts of interest that require disclosure include all past, present or currently planned organizational, financial, contractual or other interest(s) with an organization regulated by NHTSA or with an organization whose interests may be substantially affected by NHTSA activities, and which are related to this award. The interest(s) that require disclosure include those of any recipient, affiliate, proposed consultant, proposed subcontractor and key personnel of any of the above. Past interest shall be limited to within one year of the date of award. Key personnel shall include any person owning more than a 20 percent interest in a recipient, and the officers, employees or agents of a recipient who are responsible for making a decision or taking an action under an award where the decision or action can have an economic or other impact on the interests of a regulated or affected organization.

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PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

As a result of participating in Federal highway safety grant programs administered by National Highway Traffic Safety Administration (NHTSA) and the US Department of Transportation (USDOT), highway safety subrecipients are required to understand and comply with the following additional applicable Part 2 CFR 200 statutes and regulations:

§ 2 CFR 200.216 Prohibition on certain telecommunications and video surveillance services or equipment.

§ 2 CFR 200.317 Procurements by states.

§ 2 CFR 200.318 General procurement standards.

§ 2 CFR 200.319 Competition.

§ 2 CFR 200.320 Methods of procurement to be followed.

§ 2 CFR 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

§ 2 CFR 200.322 Domestic preferences for procurements.

§ 2 CFR 200.323 Procurement of recovered materials.

§ 2 CFR 200.340 Termination.

§ 2 CFR 200.414 Indirect (F&A) costs. 2 CFR 200.1 -- Definitions (Modified Total Direct Cost - MTDC).

§ 2 CFR 200.439 Equipment and other capital expenditures. 23 CFR 1300.31(d) -- Equipment. Major purchases and dispositions.

Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.

I understand that failure to comply with applicable Federal statutes and regulations may subject State officials to civil or criminal penalties and/or place the State in a high risk grantee status in accordance with 2 CFR 200.

I sign these Certifications and Assurances based on personal knowledge, after appropriate inquiry, and I understand that the Government will rely on these representations in awarding grant funds.

Authorized Contract Signatory: [Signature] Date: 8/14/25

Signors Printed Name: ERIC GYV



Contractor Initials [Signature]
Date 8/14/25

EXHIBIT B

SCOPE OF SERVICES

Employment of Contractor; Services to be performed:

TRAFFIC SAFETY CONFERENCE

The Contractor, AAA Northern New England, shall develop, coordinate, facilitate, produce, and manage, as stipulated in RFP 2026-03 and their proposal in response dated July 16, 2025, with the approval of the NH Office of Highway Safety, the production and presentation of the annual State of New Hampshire Governor's Highway Safety Conference (New Hampshire Traffic Safety Conference) for each year over five (5) years in FFY-2026 SFY-2026 (November 2025), FFY-2027 SFY-2027 (November 2026), FFY-2028 SFY-2028 (November 2027), FFY-2029 SFY-2029 (November 2028), FFY-2030 SFY-2030 (2029). These annual conferences will bring in a diverse group of presenters from around the state and nation who will provide valuable experiential information and updates in the areas of Impaired and Distracted driving aimed at law enforcement, prosecutors, judges, and other Traffic Safety stakeholders in order to refresh, reinvigorate and motivate those in attendance to strive for greater successes in their respective roles in removing the impaired driver from our roadways, and deterring distracting behavior behind the wheel, ultimately helping to reduce crashes, fatalities and serious injuries to make New Hampshire a safer place for all who live, work and visit in the Granite State.

Traffic Safety Conference
Production of the 2025, 2026, 2027, 2028 and 2029 annual State of New Hampshire Governor's Highway Safety Conference (NH Traffic Safety Conference) will be aimed toward the engagement of law enforcement, prosecutors, judges, and other Impaired Driving and Distracted Driving Traffic Safety stakeholders, in order to provide valuable experiential information and updates to help build upon past success and create an overall safer transportation environment within the state of New Hampshire.
Conferences to be held in personal appearance at a public venue centrally located within the state of New Hampshire for ease of access by all participants and attendees. In the event that in any given year under this contract for health and/or safety concerns, a determination is made by Department of Safety and Office of Highway Safety leadership to not hold an in person conference, AAA NNE will develop, coordinate, facilitate, produce, and manage, with the approval of the NH Office of Highway Safety, the production and presentation of the annual State of New Hampshire Governor's Highway Safety Conference NH Traffic Safety Conference) to be held virtually.
AAA Northern New England will solicit proposals from public venues and food service providers to create a socially conducive and educationally effective environment in order to deliver a successful and memorable conference.
AAA NNE will at the conclusion of each year's conference furnish to the Department of Safety, Office of Highway Safety the form HS-7b Final Report, in which an evaluation of the performance of the conference speakers, content of topics, overall attendance and any feedback provided will be made.
This contract will be effective upon Governor and Council Approval and from October 1, 2025 through September 30, 2030. The total cost of this contract shall not exceed \$243,366.56, (\$39,862.83 in 2025 (FFY-2026), \$43,849.11 in 2026 (FFY-2027), \$48,234.02 in 2027 (FFY-2028), \$53,057.43 in 2028 (FFY-2029) and \$58,363.17 in 2029 (FFY-2030))
\$243,366.56 (Travel - \$63,275.31, Other - \$180,091.25) over five (5) years.

The Contractor will incur any costs associated with developing additional materials, props, equipment, etc. for these campaigns.

Contractor Initials *SN*

Date *8/14/25*

EXHIBIT C

TERMS OF PAYMENT

The appropriate account number for the P-37 form, section 1.6 is as follows:

Office of Highway Safety

Payment for contracted services will be made within (30) days upon the State's timely receipt, acceptance and approval of each itemized invoice as follows:

Payment – upon completion of the services in each of the five (5) years as stipulated in Exhibit B and Department of Safety, Office of Highway Safety's receipt of final performance and evaluation report in each of the five (5) years, as stated in the Scope of Services for an amount up to \$39,862.83 in 2025 (FFY-2026), \$43,849.11 in 2026 (FFY-2027), \$48,234.02 in 2027 (FFY-2028), \$53,057.43 in 2028 (FFY-2029) and \$58,363.17 in 2029 (FFY-2030) during the five (5) years of this contract.

Vouchers – The contractor shall submit to the office of Highway Safety, at the conclusion of each years conference, an invoice for coordinating, implementing and directing the Governor's Highway Safety Conference (NH Traffic Safety Conference), as stated in the Exhibit B. The Office of Highway Safety agrees to pay the Contractor payments of approximately as written above covering each of the 5 years within the period of October 1, 2025 through September 30, 2030, for a total payment of \$243,366.56.

Invoice(s) shall be submitted to:

Julia Wayland, Accountant
New Hampshire Department of Safety
Office of Highway Safety, Room 208
33 Hazen Drive Concord, NH 03305

Julia.M.Wayland@dos.nh.gov

Funding is available in the SFY 2026, SFY 2027, SFY 2028, SFY 2029, SFY 2030 budget as follows:

FFY-2026 / SFY-2026 (November 2025) GOVERNOR'S HIGHWAY SAFETY CONFERENCE (NH TRAFFIC SAFETY CONFERENCE)

02-23-23-231010-75410000 Dept. of Safety – Office of Commissioner – NHTSA Grants 102 500731 Contracts for Program Services and 02-23-23-231010-75510000 Dept. of Safety – Office of Commissioner – NHTSA Grants 102 500731 Contracts for Program Services:

Distracted Driving: \$9,965.71

02-23-23-231010-75430000 Dept. of Safety – Office of Commissioner – NHTSA Grants 410/Alcohol
102 500731 Contracts for Program Services:

Alcohol: \$29,897.12

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FFY-2027 / SFY-2027 (November 2026) GOVERNOR'S HIGHWAY SAFETY CONFERENCE (NH TRAFFIC SAFETY CONFERENCE)

02-23-23-231010-75410000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 102 500731 Contracts for Program Services and 02-23-23-231010-75510000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 102 500731 Contracts for Program Services:

Distracted Driving: \$10,962.28

02-23-23-231010-75430000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 410/Alcohol 102 500731 Contracts for Program Services:

Alcohol: \$32,886.83

FFY-2028 / SFY-2028 (November 2027) GOVERNOR'S HIGHWAY SAFETY CONFERENCE (NH TRAFFIC SAFETY CONFERENCE)

02-23-23-231010-75410000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 102 500731 Contracts for Program Services and 02-23-23-231010-75510000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 102 500731 Contracts for Program Services:

Distracted Driving: \$12,058.50

02-23-23-231010-75430000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 410/Alcohol 102 500731 Contracts for Program Services:

Alcohol: \$36,175.52

FFY-2029 / SFY-2029 (November 2028) GOVERNOR'S HIGHWAY SAFETY CONFERENCE (NH TRAFFIC SAFETY CONFERENCE)

02-23-23-231010-75410000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 102 500731 Contracts for Program Services and 02-23-23-231010-75510000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 102 500731 Contracts for Program Services:

Distracted Driving: \$13,264.36

02-23-23-231010-75430000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 410/Alcohol 102 500731 Contracts for Program Services:

Alcohol: \$39,793.07

FFY-2030 / SFY-2030 (November 2029) GOVERNOR'S HIGHWAY SAFETY CONFERENCE (NH TRAFFIC SAFETY CONFERENCE)

02-23-23-231010-75410000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 102 500731 Contracts for Program Services and 02-23-23-231010-75510000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 102 500731 Contracts for Program Services:

Distracted Driving: \$14,590.79

02-23-23-231010-75430000 Dept. of Safety -- Office of Commissioner -- NHTSA Grants 410/Alcohol 102 500731 Contracts for Program Services:

Alcohol: \$43,772.38

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Awarding Agency: Office of Highway Safety (OHS)
Federal Awarding Agency: National Highway Traffic Safety Administration (NHTSA), US DOT NHTSA Region 1 155 Broadway, RTV-8E Cambridge, MA 02142
FAIN Number: IIJA & SUP IIJA NHTSA 405d Alcohol, NHTSA 402/405e Distracted Driving.
FAIN Number (Sub Award): 69A3752430000405dNHM, 69A3752430SUP405dNHM, 69A3752530000405dNHM, 69A3752530SUP405dNHM, 69A3752630000405dNHM, 69A3752630SUP405dNHM, 69A3752730000405dNHM, 69A3752730SUP405dNHM, 69A3752830000405dNHM, 69A3752830SUP405dNHM, 69A3752930000405dNHM, 69A3752930SUP405dNHM, 69A3753030000405dNHM, 69A3753030SUP405dNHM
69A3752530000405eNHA, 69A3752530SUP405eNHA, 69A3752630000405eNHA, 69A3752630SUP405eNHA, 69A3752730000405eNHA, 69A3752730SUP405eNHA, 69A3752830000405eNHA, 69A3752830SUP405eNHA, 69A3752930000405eNHA, 69A3752930SUP405eNHA, 69A3753030000405eNHA, 69A3753030SUP405eNHA
69A3752530000405eNHL, 69A3752530SUP405eNHL, 69A3752630000405eNHL, 69A3752630SUP405eNHL, 69A3752730000405eNHL, 69A3752730SUP405eNHL, 69A3752830000405eNHL, 69A3752830SUP405eNHL, 69A3752930000405eNHL, 69A3752930SUP405eNHL, 69A3753030000405eNHL, 69A3753030SUP405eNHL
69A37523300004020NHO, 69A3752330SUP4020NHO, 69A37524300004020NHO, 69A3752430SUP4020NHO, 69A37525300004020NHO, 69A3752530SUP4020NHO, 69A37526300004020NHO, 69A3752630SUP4020NHO, 69A37527300004020NHO, 69A3752730SUP4020NHO, 69A37528300004020NHO, 69A3752830SUP4020NHO, 69A37529300004020NHO, 69A3752930SUP4020NHO, 69A37530300004020NHO, 69A3753030SUP4020NHO
Project Title & Number: AAA Northern New England 26-265
Funding Source; PSP & Task #: 26-07-06, 26-07-06 (Traffic Safety Conference), 27-07-06, 27-07-06 (Traffic Safety Conference), 28-07-06, 28-07-06 (Traffic Safety Conference), 29-07-06, 29-07-06 (Traffic Safety Conference), 30-07-06, 30-07-06 (Traffic Safety Conference).
UEI #: URMCVIEYKKL9 Expiration: 12/5/25
Award Title: IIJA & SUP IIJA NHTSA Section 405d Alcohol, NHTSA 402/405e Distracted Driving.
ALN - Assistance Listing Number: 20.616 / 20.600
Is This a Research and Development Project (Yes or No): No
Indirect Costs (Yes or No): No
In Kind Match: \$60,841.64. \$59,965.70 in 2025 (FFY-2026), \$10,962.28 in 2026 (FFY-2027), \$12,058.50 in 2027 (FFY-2028), \$13,264.36 in 2028 (FFY-2029) and \$14,590.79 in 2029 (FFY-2030)
In Kind Match to support this project shall be met using highway safety messaging or related work.

This contract is null and void if not approved by the State of New Hampshire Governor and Council.

Printed Name of Authorized Official: Eric Cyr

Signature of Authorized Official (page 1 section 1.11)

Date Signed 8/14/25

Contractor Initials SC
Date 8/14/25