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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

13

William Cass, P.E.
Commissioner

David Rodrigue, P.E.
Assistant Commissioner

Bureau of Materials & Research
August 20, 2025

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

REQUESTED ACTION

1. Authorize the Department of Transportation to amend a **SOLE SOURCE** Cooperative Project Agreement (CPA) with the University of New Hampshire Sponsored Programs Administration (Vendor 177867), Durham, New Hampshire, by extending the completion date from January 31, 2026 to September 30, 2026, to compensate for unanticipated closure of the Sutton rest area, effective upon Governor and Council approval.

2. Further authorize the Department to increase the total project funding by $29,763.51, from $87,862 to $117,625.51, effective upon Governor and Council approval. 100% Federal Funds.

Funding is available in the following account for FY 2026:

	FY 2026
04-96-96-962015-3036	
SPR Research Funds	
046-500464 General Consultants Non-Benefit	$29,763.51

EXPLANATION

The Department is collaborating with UNH to conduct a cooperative research study. The original contract related to cooperative research of a green stormwater infrastructure implementation to reduce runoff and improve water quality at the Welcome and Information Center rest area along Interstate 89 southbound effective upon Governor and Council approval through January 31, 2024. Approval was granted May 5, 2021, item #27, and extended to January 31, 2026 through Amendment #1 by approval granted January 10, 2024, item #5A.

The initial water sampling plan anticipated measurements from the site during time periods before and after installation of bioretention systems. Unfortunately, the rest area was closed when samples were collected prior to installation and samples taken while open today would not be comparable as parking and traffic are understood to increase contaminants throughout the location. Additional funding provides for time and equipment to increase after-installation samples upstream from the bioretention system for comparison to downstream, essential for understanding the improvement to water quality.

The funding is 80% Federal Funds with 20% state match. Turnpike toll credits are used for the match requirement, effectively using 100% Federal Funds. The Capital Project Overview Committee approved the use of Turnpike Toll Credits to meet funding match requirements for the Department's State Planning and Research Part II (SPR2) Work Program on September 13, 2021, Item CAP 21-013.

This amended Agreement has been approved by the Attorney General as to form and execution. A copy of the fully executed amendment is on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to the 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.

Sincerely,

William J. Cass, PE
Commissioner

Attachments

AMENDMENT #2 to
COOPERATIVE PROJECT AGREEMENT
between the
STATE OF NEW HAMPSHIRE, **Department of Transportation**
and the
University of New Hampshire of the UNIVERSITY SYSTEM OF NEW HAMPSHIRE

The Cooperative Project Agreement, approved by the State of New Hampshire Governor and Executive Council on **5/5/21**, item # **27 and most recently on 1/10/24 item #5A.**, for the Project titled "**Water Quality Test Site and Public Outreach at the Sutton Rest Area (SPR 42372H),**" Campus Project Director, **Dr. James Houle**, is and all subsequent properly approved amendments are hereby modified by mutual consent of both parties for the reason(s) described below:

Purpose of Amendment (Choose all applicable items):

☐ Extend the Project Agreement and Project Period end date, at no additional cost to the State.

☒ Provide additional funding from the State for expansion of the Scope of Work under the Cooperative Project Agreement.

☒ Other: Extend the Project Agreement and Project Period end date

Therefore, the Cooperative Project Agreement is and/or its subsequent properly approved amendments are amended as follows (Complete only the applicable items):

- Article A. is revised to replace the State Department name of with and/or USNH campus from to .
- Article B. is revised to replace the Project End Date of **01/31/26** with the revised Project End Date of **09/30/26**, and Exhibit A, article B is revised to replace the Project Period of **G&C approval – January 31, 2026** with **G&C approval – September 30, 2026**.
- Article C. is amended to add Exhibit A by including the proposal titled, " ," dated .
- Article D. is amended to change the State Project Administrator to and/or the Campus Project Administrator to **Gretchen Swain**.
- Article E. is amended to change the State Project Director to and/or the Campus Project Director to **James Houle**.
- Article F. is amended to add funds in the amount of **$29,763.51** and will read:

  Total State funds in the amount of **$117,625.51** have been allotted and are available for payment of allowable costs incurred under this Project Agreement. State will not reimburse Campus for costs exceeding the amount specified in this paragraph.

- Article F. is amended to change the cost share requirement and will read:

  Campus will cost-share **%** of total costs during the amended term of this Project Agreement.

- Article F. is amended to change the source of Federal funds paid to Campus and will read:

  Federal funds paid to Campus under this Project Agreement as amended are from Grant/Contract/Cooperative Agreement No. from under CFDA# . Federal regulations required to be passed through to Campus as part of this Project Agreement, and in accordance with the Master Agreement for Cooperative Projects between the State of New

Campus Authorized Official DH
Date 8/22/25

Hampshire and the University System of New Hampshire dated November 13, 2002, are attached to this document as **revised** Exhibit B, the content of which is incorporated herein as a part of this Project Agreement.

- Article G. is exercised to amend Article(s) of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, as follows:

  Article is amended in its entirety to read as follows:
  Article is amended in its entirety to read as follows:

- Article H. is amended such that:

  ☐ State has chosen **not to take** possession of equipment purchased under this Project Agreement.
  ☐ State has chosen **to take** possession of equipment purchased under this Project Agreement and will issue instructions for the disposition of such equipment within 90 days of the Project Agreement's end-date. Any expenses incurred by Campus in carrying out State's requested disposition will be fully reimbursed by State.

- ☒ Exhibit A is amended as attached.

- ☐ Exhibit B is amended as attached.

All other terms and conditions of the Cooperative Project Agreement remain unchanged.

This Amendment, all previous Amendments, the Cooperative Project Agreement, and the Master Agreement constitute the entire agreement between State and Campus regarding the Cooperative Project Agreement, and supersede and replace any previously existing arrangements, oral and written; further changes herein must be made by written amendment and executed for the parties by their authorized officials.

This Amendment and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire or other authorized officials approve this Amendment to the Cooperative Project Agreement.

IN WITNESS WHEREOF, the following parties agree to this **Amendment #2** to the Cooperative Project Agreement.

By An Authorized Official of:
University of New Hampshire
Name: Dianne Hall
Title: Manager, Pre-Award Compiance
Signature and Date: Dianne Hall Digitally signed by Dianne Hall Date: 2025.08.22 09:08:18 -04'00'

By An Authorized Official of:
Department of Transportation
Name: William Cass
Title: Commissioner
Signature and Date: William Cass 9/3/20

By An Authorized Official of: the New Hampshire Office of the Attorney General
Name: Meaghan Jepsen
Title: Attorney
Signature and Date: 9/25/25

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

Campus Authorized Official DH
Date 8/22/25

EXHIBIT A

A. **Project Title:** Water Quality Test Site and Public Outreach at the Sutton Rest Area (SPR 42372H)

B. **Project Period:** Upon G&C approval - September 30, 2026

C. **Objectives:** The University of New Hampshire Stormwater Center will provide testing services for one of the the Bioretention system installed by DOT (DOT Bio) at the Sutton rest stop. The testing is to evaluate system performance with respect to water quality for the purpose of system performance verification.

D. **Scope of Work:** UNHSC shall monitor the stormwater control measure (SCM) and develop a technical evaluation report (TER) for the DOT Bio in cooperation with NHDOT.

Additional scope of services include:

a. UNHSC shall monitor the system in accordance with our center's generic Quality Assurance Project Plan (QAPP).

b. UNHSC shall provide sufficient staffing and instrumentation to ensure that SCM is monitored over the period of performance including: a) periodic site inspections, b) monitoring, maintaining, inspection and testing of the sampling equipment, c) checking sample-handling procedures to ensure compliance with "chain of custody" procedures, etc.

c. UNHSC shall perform all sampling; sampling handling; arrange for all testing and analysis and prepare all reports.

d. UNHSC shall recommend if and when cleanout and other maintenance tasks shall be performed and observe, document and report all cleanout and other maintenance activities over the period of performance.

e. UNHSC shall keep NHDOT project partners fully informed of all matters as they arise during the testing process.

f. UNHSC will provide SCM testing for a minimum of 8 qualified storm events over a period of performance (likely not to exceed 9 months).

E. **Deliverables Schedule:**

September 2025	Updated Sampling Configuration
October 2025	TAG Meeting
December 2025	Quarterly Report
April 2026	Quarterly Report
June 2026	Quarterly Report
September 2026	Draft Final Report and TAG meeting

Campus Authorized Official DH
Date 8/22/25

F. Budget and Invoicing Instructions:

Budget Items	State Funding
1. Salaries & Wages	$11,544
2. Fringe Benefits	$4,651
3. Travel	$0.00
4. Supplies and Services	$5,852
5. Equipment	$0.00
6. Indirect Costs	$7,716.51
Total	$29,763.51

Campus Authorized Official DH

Date 8/22/25

CAP 21-013

New Hampshire DOT
Department of Transportation

Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

William Cass, P.E.
Assistant Commissioner

Bureau of Materials and Research
July 13, 2021

The Honorable John Graham, Chair
Capital Budget Overview Committee
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions RSA 228:12-a, Use of Toll Credits, the Department requests the Capital Budget Overview Committee approve the Department of Transportation's use of Toll Credits to meet funding match requirements for the Department's State Planning and Research Part II (SPR2) Work Program. The estimated cost of annual administrative and research related work is $600,000. Based on the estimated cost, the annual maximum amount of Turnpike Toll Credit needed is $120,000.

EXPLANATION

As part of the Federal-Aid Highway Program, the Federal Highway Administration (FHWA) requires that 2% of the State's apportioned funds be set aside for State Planning and Research activities with 75% dedicated to planning and 25% to research. This is a federally mandated program and these funds can only be used for these purposes. To meet this requirement, the NHDOT's State Planning and Research Part II (SPR2) annual Work Program includes a blend of administrative, in-house, and contracted research work.

Research activities included in the requested action are undertaken in accordance with federal regulations and state priorities. The Department's Research Advisory Council meets biennially to rate and prioritize research needs submitted by Department staff. Annual administrative projects fund implementation of promising results, training and certification the Department's technicians providing inspection and material testing on construction projects, and activities related to technology transfer.

Research studies conducted under the SPR2 program have led to numerous gains and innovations in the state's highway and bridge industry, including such successes as improved pavement treatment, alternative materials and methods for bridge construction and repair, validation of environmental compliance, and forensic analysis of transportation construction activities.

The New Hampshire Division of the Federal Highway Administration is provided our annual SPR2 Work Program for review and approval prior to the start of each federal fiscal year. FHWA funding authorization and Governor and Council approval of research contracts are reliant on Toll Credit approval.

Funding is from the annual State Planning and Research (SPR) program, a mandated federal program set-aside.

The balance of toll credits at the end of Federal Fiscal year 2020 is $202 million.

Your approval of the above action is respectfully requested.

Sincerely,

Victoria F. Sheehan

Victoria F. Sheehan
Commissioner

New Hampshire DOT
Department of Transportation

William Cass, P.E.
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

G&C #5A
DATE 1/10/24

5A

David Rodrigue, P.E.
Assistant Commissioner
Andre Briere, Colonel, USAF (RET)
Deputy Commissioner

Bureau of Materials & Research
November 3, 2023

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

The Department of Transportation requests placing this item on the Consent Calendar.

Authorize the Department of Transportation to amend a **SOLE SOURCE** Cooperative Project Agreement (CPA) with the University of New Hampshire Sponsored Programs Administration (Vendor #315187), Durham, New Hampshire, by extending the completion date from January 31, 2024, to January 31, 2026, to provide a cooperative evaluation to reduce runoff and improve water quality at the Welcome and Information Center rest area along Interstate 89 southbound in Sutton, NH, effective upon Governor and Council approval. No additional funding is involved in this time extension. The original contract was approved by Governor and Council on May 5, 2021, Item #27.

EXPLANATION

The Department is collaborating with UNH to conduct a cooperative research study, "Water Quality Test Site and Public Outreach at the Sutton Rest Area", for a cooperative evaluation of green stormwater infrastructure implementation with monitoring of the existing site runoff characteristics and water quality. The research study addresses an immediate Department need; is unique to New Hampshire's environment and conditions, thereby requiring substantial local experience; and is directly aligned with a particular area of University expertise.

On May 5, 2021, the original CPA was approved by Governor and Council (Item #27, copy of resolution attached). Construction at the rest area has been delayed to spring of 2024 with monitoring needed through winter 2024/2025. This requested action extends the completion date of the research study. The construction project has experienced delays and, as a result, a no-cost extension is requested. Essential to meeting the requirements and objectives of this research project, the time is needed to continue the site monitoring planned for this project.

Authorization is requested to allow the Department to enter into this amended CPA with the recipient to ensure compliance with Federal Aid requirements and to permit State personnel to supervise the project and the Department to expend Federal Funds.

In the event that Federal Funds become unavailable, general funds will not be requested to support this program. All other provisions of the agreement shall remain in effect.

This amended Agreement has been approved by the Attorney General as to form and execution. A copy of the fully executed amendment is on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to the 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.

Sincerely,

William J. Cass, PE
Commissioner

Attachments

New Hampshire DOT
Department of Transportation

Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

G+C #27
Date 5/5/21

William Cass, P.E.
Assistant Commissioner

Bureau of Materials & Research
April 5, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Transportation to enter into a **SOLE SOURCE** Cooperative Project Agreement with the University of New Hampshire Sponsored Programs Administration (vendor 315187), Durham, New Hampshire, for a fee not to exceed $87,862.00, for a cooperative evaluation of green stormwater infrastructure implementation to reduce runoff and improve water quality at the Welcome and Information Center rest area along Interstate 89 southbound in Sutton, NH effective upon Governor and Council approval through January 31, 2024. 100% Federal Funds.

Funds to support this request are available in the following account for FY 2021 and is contingent upon the availability and continued appropriation of funds in FY 2022, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

04-96-96-962015-3036	FY 2021	FY 2022
SPR Research Funds		
046-500464 General Consultants Non-Benefit	$50,000.00	$37,862.00

EXPLANATION

The following research study will address an immediate Department need; is unique to New Hampshire's environment and conditions, thereby requiring substantial local experience; and is directly aligned with a particular area of University expertise. In addition, the Principal Investigator is a nationally recognized expert in their field. As such, the proposed work does not lend itself to a selection process that includes private industry or out-of-state organizations, and it is in the Department's and the State's best interest to work directly with the University of New Hampshire, requiring this **sole source** agreement.

This work is part of the Department's Statewide Planning and Research (SPR) program. The Department of Transportation and the University of New Hampshire (UNH) have a long-standing cooperative relationship in transportation research. This relationship has been mutually beneficial, culminating in savings to the State while enhancing work force development and maintaining New Hampshire's position on the leading edge of new technology. Research studies conducted by UNH for the Department have led to numerous innovations in the highway and bridge industry, including improved pavement design, increased use of recycled materials, stormwater management evaluation, and rapid construction techniques.

Statewide-SPR 42372H, Water Quality Test Site and Public Outreach at the Sutton Rest Area

The Department is collaborating with UNH to conduct a cooperative research study, "Water Quality Test Site and Public Outreach at the Sutton Rest Area". NHDOT is reconstructing the outside area of the Welcome and Information Center rest area along Interstate 89 southbound in Sutton, NH. One facet of this reconstruction is the design of green stormwater infrastructure (GSI) that not only improves water quality but also reduces runoff via infiltration. Additionally, there is an unnamed stream under the site that flows eastward to Stevens Brook. The reconstruction project offers the opportunity to investigate improvements to aquatic organism passage along this section of the stream.

The objectives of this research are to: develop GSI designs for the Sutton rest area; estimate costs for GSI systems; investigate aquatic organism passage (AOP) for the buried stream; develop cost estimates for the AOP aspects, monitor existing site runoff characteristics and water quality; monitor post-construction runoff characteristics and water quality; develop maintenance plans; and develop public outreach information for the GSI and AOP designs. For a total fee not to exceed $87,862 effective upon Governor and Council approval though January 31, 2024, this research could result in water quality measures that will more often fit within the available Right of Way of a traditional highway project. This will result in lower costs to purchase additional land and it will lower the impact on the community. This research may also discover lower maintenance options that will allow our maintenance staff to focus on other highway maintenance tasks that are needed.

The funding is 80% Federal Funds with 20% state match. Turnpike toll credit is being used for the match requirement, effectively using 100% Federal Funds. The Capital Budget Overview Committee approved the use of Turnpike Toll Credits on April 2, 2021.

This Agreement has been approved by the Attorney General as to form and execution. 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 these sole-source Agreement for consulting services as outlined above.

Sincerely,

Victoria F. Sheehan
Commissioner

Attachments