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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 Environment  
August 5, 2025

**REQUESTED ACTION**

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

Authorize the Department of Transportation to amend Agreement #4014743 with Monadnock Archaeological Consulting, LLC, Dublin, NH, Vendor #165504, to provide on-call archaeology services for various projects and facilities located throughout the State, by extending the completion date from March 31, 2026, to March 31, 2027, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on May 15, 2024, Item #50. Time extension only, no new funding.

**EXPLANATION**

On May 15, 2024, the Governor and Council authorized the subject Agreement (Item #50; copy of resolution attached) in the amount of \$200,000 to undertake archaeological investigations for projects and facilities located throughout the State. The Agreement was solicited for a three (3) year term on August 11, 2023. However, during the development and execution of the contract documents the expiration date of the Agreement was inadvertently set for a two (2) year period.

This amendment to the Agreement is to extend the contract completion date to coincide with the expected three (3) year period and will enable the Department to utilize the Agreement to the fullest extent possible. Of the original \$200,000 Agreement, there is a balance of \$146,415.88 remaining.

This Agreement (Statewide, 44476 On-Call Archaeological Services) 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 extend the Agreement for consulting services as outline above. The Department of Transportation 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.

Sincerely,

A handwritten signature in cursive script that reads "William J. Cass".

William J. Cass, P.E.  
Commissioner

WJC/ktn  
Attachment



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



*William Cass, P.E.*  
*Commissioner*

*David Rodrigue, P.E.*  
*Assistant Commissioner*

**ARCHAEOLOGY SERVICES STATEWIDE ON-CALL**  
**44476**

Bureau of Environment  
Room 160  
Tel: (603) 271-3226  
Fax: (603) 271-7199

June 25, 2025

Robert G. Goodby, Ph.D.  
Sole Member  
Monadnock Archaeological Consulting, LLC  
144 Greenwood Road  
Dublin, NH 03444

Re: Time Extension Amendment #1  
Agreement Dated May 15, 2024  
ProMIS #44476  
Contract #4014743

Dear Dr. Goodby:

This letter amends General Provision #1.7 (Completion Date) in the above-referenced Agreement. The original and amended dates are as follows:

Original Completion Date	March 31, 2026
By this letter, amended to	March 31, 2027

This no-additional-cost change order for the extension results from an error which went unnoticed at the time of contract agreement. The intended duration of this agreement, as solicited on August 11, 2023, was three (3) years from the date of Governor & Council execution, not the two (2) years which was approved.

Sincerely,

Kevin T. Nyhan  
Administrator  
Bureau of Environment

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

We concur in the above Amendment.

**Monadnock Archaeological Consulting, LLC**

By: Robert J. Goodby

Title: Sole Member

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William Cass, P.E.  
Commissioner

THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION

G&C #50  
DATE 5/15/24

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

Bureau of Environment  
March 20, 2024

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 an Agreement with Monadnock Archaeological Consulting, LLC, Dublin, NH, Vendor #165504, for an amount not to exceed \$200,000, to provide on-call archaeology services for various projects and facilities located throughout the State, effective upon Governor and Council approval through March 31, 2026, with the option to renew for one year subject to Governor and Council approval.

Funds to support this request are available in the following account in State FY 2024 and FY 2025 and is contingent upon the availability and continued appropriation of funds in FY 2026 and FY 2027, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>
04-96-96-963515-3054 Consolidated Federal Aid				
046-500464 Gen Consultants Non-Benefit	\$15,000	\$70,000	\$70,000	\$45,000

The Consolidated Federal Fund, AU 3054, is utilized at this time to encumber funds for this request. Actual funding sources will be determined by each individual project incurring expenses as a result of this request.

**EXPLANATION**

The Agreement listed above is one of three (3) Statewide Agreements (44475, 44476, 44477), each of which has specific qualifications in the field of archaeology. The need for such services is in response to the National Environmental Policy Act of 1969, P.L. 91-910, which directs that, during the development of a project, a systematic interdisciplinary approach be used to assess beneficial and adverse social, economic, and environmental effects of projects. It also addresses the requirements of the National Historic Preservation Act of 1966, as amended in 2006, and NH RSA 227-C:9 to identify and evaluate historic resources and the effect of projects upon such resources. Three (3) agreements are proposed to assure timely services as required to meet Department design and construction schedules.

Three (3) existing on-call archaeology services agreements will expire on April 30, 2024.

<u>Firm</u>	<u>Contract Authority</u>	<u>Authorized to Date</u>
Heritage Consultants, LLC	\$200,000	\$8,511.69
Monadnock Arch. Consulting, LLC	\$200,000	\$99,605.83
Northeast Arch. Research Ctr., Inc.	\$200,000	\$87,199.78

In pursuing this Agreement, the Department followed a pre-qualified, low-bid selection procedure in accordance with the Department's *Consultant Procurement Manual, Section 2.2, Statewide Low Bid Contracts*, dated August 25, 2017, and pursuant to RSAs 21-I:22-c, 21-I:22-d, 228:4, and 228:5-a. To enable proper comparison of bids, a sample project with hypothetical tasks for work to be conducted under the Agreement was provided to all bidders. Bids were received from the five (5) pre-qualified firms. Agreements in the amount of \$200,000 each will be awarded to the A, B, and C low bidders. The contract type of fee is a specific rate of pay at the bid hourly rate for each classification of employee directly engaged in the work. The Agreement will be administered by the Bureau of Environment. The Federal Highway Administration may participate in these costs depending upon the funding of the individual projects undertaken.

Vendor	Office Location	Bid Order	Bid Amount
Monadnock Arch. Cons., LLC	Dublin, NH	A	\$48,384.00
NE Archaeological Research Ctr., Inc.	Farmington, ME	B	\$55,559.92
Heritage Consultants, LLC	Newington, CT	C	\$57,271.04
TRC Environ. Corporation	Bath, ME	D	\$72,328.00
IAC, LLC	Dover, NH	E	\$74,358.46

The Department met on September 21, 2023, reviewed the qualifications of seven (7) firms submitting a Statement of Qualifications, and prequalified five (5) firms that met the minimum requirements. Invitations to Bid were extended to these firms on October 19, 2023, for the Bid Opening on November 16, 2023.

The firm of Monadnock Archaeological Consulting, LLC is the A low bidder, and is recommended for one of these contracts. This firm has an excellent reputation and has demonstrated its capability to perform the required services in similar contracts previously with the Department and/or with other agencies.

Monadnock Archaeological Consulting, LLC has agreed to furnish the on-call services for an amount not to exceed \$200,000. The cost for individual Task Orders assigned under this contract will be negotiated and use specific rates of pay in accordance with the contract labor rates used on the hypothetical bid tasks. No new tasks may be assigned after the above-noted completion date, however, completion of previously assigned work begun prior to the completion date will be allowed, subject to the written mutual agreement of both parties, which shall include a revised date of completion.

This Agreement (Statewide, 44476 On-Call Archaeological Services) 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 this Agreement for consulting services as outlined above.

Sincerely,



William J. Cass, P.E.  
Commissioner

Attachments