



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner

November 18, 2025



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DEC 17 2025

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

REQUESTED ACTION

Authorize the Department of Environmental Services (NHDES) to amend a **SOLE-SOURCE** contract (PO# 1080251, 9005979) with Normandeau Associates, Inc. (NAI), (VC# 174189-R001), Bedford, NH for the completion of protected instream flow studies and protection criteria for the Ashuelot and Isinglass rivers by extending the end date to December 31, 2026, from December 31, 2025, effective upon Governor & Council approval through December 31, 2026. The original agreement was approved by Governor & Council on June 16, 2021, Item #106, and amended on June 28, 2023, Item #165. This is a no-cost time extension. 59% General funds and 41% CWSRF Management fees.

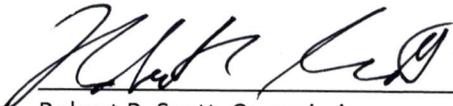
EXPLANATION

NHDES requests this amendment to provide additional time to complete instream flow studies for the Ashuelot River and Isinglass River. This amendment is **SOLE-SOURCE** because NAI was originally selected for work on both the Ashuelot River and the Isinglass River, but funding and duration applied only to the Ashuelot River. The previous amendment added funding for the Isinglass that exceeded 10% of the original contract. The previous amendment also extended the duration to include the Isinglass River. A time extension is requested resulting from delays in completion of the instream flow studies due to a failure in NAI's software and limited staff capacity. As a result of the software failure, the Ashuelot River assessment required a redrafting of the assessment, including reorganizing much of the data and redrafting of the figures and charts in the draft report. This delayed work on the study assessment until the software issue was resolved. Under the requested amendment, both reports will be completed by December 31, 2026 and provide ample opportunity for public review and comment prior to finalization.

The contract implements RSA 483 which requires protected instream flows on all the State's designated rivers. The contract is to determine protected instream flows, document the results and provide technical support to NHDES during the public review process. NAI conducted field assessments of the river conditions including dimensions, flow velocities, and habitat conditions. NAI then applies computer models to determine the stream flow patterns necessary to support habitat conditions. The protected instream flows will be documented for public review and comment.

This is a no-cost time extension. To date, \$337,030 has been spent of the amended \$428,122 budget. This amendment has been approved by the Office of the Attorney General as to form, substance and execution.

We respectfully request your approval.


Robert R. Scott, Commissioner

Agreement for Services with Normandeau Associates, Inc.

Amendment No. 2

This Agreement (hereinafter called the "Amendment") dated this: 22nd day of October 2025, is by and between the State of New Hampshire, acting by and through its Department of Environmental Services (hereinafter referred to as the "State") and the Normandeau Associates, Inc. (hereinafter referred to as the "Contractor").

WHEREAS, pursuant to an Agreement (hereinafter called the "Agreement") approved by the Governor and Council on June 16, 2021, item #106, and its first amendment (hereinafter called "Amendment 1") approved by the Governor and Council on June 28, 2023, item #165, the Contractor agreed to perform certain services upon the terms and conditions specified in the Agreement and in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, The Contractor and the State have agreed to amend the Agreement in certain respects;

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and Amendment 1 and set forth herein, the parties hereto do hereby agree as follows:

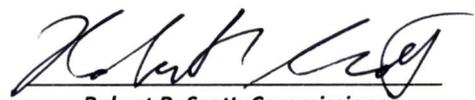
1. Amendment and Modification of Agreement: The Agreement is hereby amended as follows:
 - (A) The Completion Date as set forth in the agreement shall be changed from December 31, 2025, to December 31, 2026.
2. Effective Date of Amendment: This Amendment shall take effect upon the date of approval of this Amendment by the Governor and Executive Council of the State of New Hampshire.
3. Continuance of Agreement: Except as specifically amended and modified by the terms and conditions of this Amendment, the Agreement, and the obligations of the parties thereunder, shall remain in full force and effect in accordance with the terms and conditions set forth therein.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the day and year first above written.

Normandeau Associates, Inc.

By:  (signature)
Curtis L. Thalken, PE | Chief Executive Officer

THE STATE OF NEW HAMPSHIRE
Department of Environmental Services

By: 
Robert R. Scott, Commissioner

Approved by Attorney General this 21st day of November, 2025.

OFFICE OF ATTORNEY GENERAL

By: 
Keely Lovato AAG

Initial 
Date 22 Oct 2025

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that NORMANDEAU ASSOCIATES, INC. is a New Hampshire Profit Corporation registered to transact business in New Hampshire on August 26, 1983. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: **72458**

Certificate Number: **0007318191**



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 24th day of October A.D. 2025.

A handwritten signature in black ink, appearing to read "David M. Scanlan".

David M. Scanlan
Secretary of State

CERTIFICATE OF AUTHORITY

I, Drew G. Trested, hereby certify that I am duly elected Officer of Normandeu Associates, Inc.. I hereby certify the following is a true copy of a vote taken at a meeting of the Board of Directors, duly called and held on July 7, 2020, at which a quorum of the Directors were present and voting.

VOTED: That Curtis L. Thalken, Chief Executive Officer (*may list more than one person*) is duly authorized to enter into contracts or agreements on behalf of Normandeu Associates, Inc. with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any documents which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract to which this certificate is attached. This authority **remains valid for thirty (30)** days from the date of this Corporate Resolution. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

DATED: 22 October 2025

ATTEST:



(Drew G. Trested, PhD | Senior Vice President)

STATE OF NEW HAMPSHIRE

County of Hillsborough

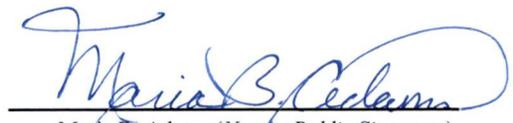
On this the 22nd day of October 2025, before me Maria B. Adams, Notary Public, the undersigned officer personally appeared Drew G. Trested who acknowledged him/herself to be the Senior Vice President of Normandeu Associates, Inc., being authorized so to do, executed the foregoing instrument for the purpose therein contained.

In witness whereof, I have set my hand and official seal.

Commission
Expiration Date:

(Seal)





Maria B. Adams (Notary Public Signature)

**ADDITIONAL REMARKS SCHEDULE**

AGENCY HUB International New England		License # 1780862	NAMED INSURED Normandeau Associates, Inc. 25 Nashua Rd Bedford, NH 03110
POLICY NUMBER SEE PAGE 1			
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Remarks**INSURER A - VALUABLE PAPERS & RECORDS**

Cost of Research all described premises: \$100,000
In transit, at all undescribed premises: \$25,000 - Ded: \$2,500

INSURER C - PROTECTION & INDEMNITY

Per Scheduled Vessel Limit: \$1,000,000
Bodily Injury Deductible: \$5,000 / Property Damage Deductible: \$5,000

INSURER E - COMMERCIAL PROFESSIONAL/CONTRACTOR'S POLLUTION

General Aggregate Limit: \$6,000,000

Contractor's Pollution (Occurrence)

Each Pollution Condition CPL: \$3,000,000
Per Occurrence Retention: \$25,000

Professional Liability (Claims-Made / Retroactive Date: 02/11/1987)

Each Claim: \$3,000,000
Per Claim Retention: \$25,000

INSURER F - MARITIME EMPLOYERS LIABILITY

Carrier: Markel International Insurance Company LTD; NAIC: 10744; Policy #GI2400411-060-25
Combined Single Limit of Liability: \$1,000,000

INSURER G - US LONGSHORE & HARBOR WORKERS ACT

Carrier: American Longshore Mutual Assoc; NAIC: 524126; Policy #: ALMA0179309
Covered States: MA, NH, NY, PA, VA, FL

Limits of Liability

Bodily Injury by Accident - Each Accident: \$1,000,000
Bodily Injury by Disease - Annual Aggregate: \$1,000,000
Bodily Injury by Disease - Each Employee: \$1,000,000

INSURER H - CONTRACTORS EQUIPMENT

Carrier: Aspen American Insurance Co; NAIC 43460; Policy #IM00WWL25
Leased/Rented: \$225,000 - Ded: \$5,000