

CSG

7



The State of New Hampshire  
Department of Transportation  
MAR 25 2026



David Rodrigue, P.E.  
Commissioner

Michelle L. Winters  
Deputy Commissioner

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

Bureau of Highway Design  
March 5, 2026

**REQUESTED ACTION**

Authorize the Department of Transportation to **retroactively** amend Contract #4013402 with CHA Consulting Inc., Keene, New Hampshire, Vendor #221991, for improvements to NH Route 101 in the City of Keene (Project #41590), by extending the completion date from February 28, 2026, to December 31, 2026, effective upon Governor and Council approval. The original Agreement was approved by Governor and Council on February 22, 2023, Item #29. Time extension only, no additional funding is required.

**EXPLANATION**

On February 22, 2023, the Governor and Council authorized the original agreement (Item #29) in the amount of \$1,655,470.43 for rehabilitation and intersection improvements along Route 101 in Keene. The objective of this project is to improve roadway and bridge conditions along NH Route 101 and Swanzey Factory Road. Frequent pavement repairs are required due to failing of the underlying concrete slab, which will be removed. Furthermore, safety challenges will be addressed at the intersection with Swanzey Factory Road as frequent crashes occur at this location. Also, the NH Route 101 bridge, which crosses the Branch River, is on the State's Red List, has been deemed structurally deficient, and will be replaced.

**Retroactive** approval of the contract extension is requested due to unexpected delays encountered during review processes external to the Department of Transportation, which extended the time required to complete contract adjustments. The purpose of the time extension amendment is to allow the consultant ample time to plan and prepare for the required Public Hearing, projected for early Spring 2026, and completion of NEPA updates immediately following the Hearing. Work on the project is approximately 89% complete, and of the original \$1,655,470.43 amount for this contract, there is a balance of approximately \$383,185 remaining (100% Federal Funds).

This time extension amendment has been approved by the Attorney General 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.

The Department of Transportation has determined that the Consultant 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.

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

Sincerely,

A handwritten signature in blue ink, appearing to read 'David M. Rodrigue', with a long horizontal flourish extending to the right.

David M. Rodrigue, P.E.  
Commissioner

Attachments



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.  
Commissioner

David Rodrigue, P.E.  
Assistant Commissioner

Michelle L. Winters  
Deputy Commissioner

**KEENE**  
**X-A004(686)**  
**41590**  
**Time Extension Amendment**  
(Agreement Dated DECEMBER 15, 2022, Contract No. 4013402)

Bureau of Highway Design  
Room 200  
Tel. (603) 271-2165

November 3, 2025

Mr. Robert Faulkner  
Vice President  
CHA Companies  
11 King Court  
Keene, NH 03431-4648

Dear Mr. Faulkner:

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

Original Completion Date	FEBRUARY 28, 2026
By this letter, amended to	DECEMBER 31, 2026

This no-additional-cost change order for the extension is as requested by your letter dated OCTOBER 10, 2025.

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

Sincerely,

David S. Smith, P.E.  
Project Manager

Tobey L. Reynolds, P.E.  
Director of Project Development

Approved:

We concur in the above Amendment.  
**CHA CONSULTING, INC.**

By:   
Robert J Faulkner, PE  
Title: Vice President

DSS/kgm

**AGREEMENT AMENDMENT**

**KEENE, X-A004(686), 41590**

**CHA CONSULTING, INC.**

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

**Consultant**

WITNESS TO THE CONSULTANT

By: Moshier, Ellen  
Project Manager

Dated: 11/10/2025

Digitally signed by Moshier, Ellen  
DN: cn=Moshier, Ellen, ou=NO-  
NMA98,  
email=EMoshier@chasolutions.com  
Date: 2025.11.10 15:19:05Z

CONSULTANT

By: [Signature]  
Vice President (Title)

Dated: 11/10/2025

**Department of Transportation**

WITNESS TO THE STATE OF NEW HAMPSHIRE

By: [Signature]  
Thomas S. Martin  
Business Admin IV

Dated: 12/8/25

THE STATE OF NEW HAMPSHIRE

By: [Signature]  
William Coss  
DOT COMMISSIONER

Dated: 12/8/25

**Attorney General**

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

Dated: 12/17/25

By: [Signature]  
Assistant Attorney General

**Secretary of State**

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

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

Attest:

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