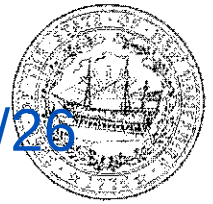


The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner

75 - 10/21/26



August 25, 2026

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 enter into a **SOLE SOURCE** contract amendment (PO# 9006214) with the Northbridge Group, Inc. d/b/a Northbridge Environmental Management Consultants (VC# 300690-B001), Westford, MA, by increasing the contract by \$35,000 to \$575,000 from \$540,000 for maintenance and support for the ongoing operation of the water infrastructure funding tracking database, effective upon Governor and Council approval through June 30, 2028. The original contract was approved by Governor and Council on June 25, 2025, Item #111. 100% SRF Management funds.

Funding is available in the following accounts:

03-44-44-441018-4788-102-500731	<u>FY 2027</u> \$17,500
Dept. Environmental Services, CWSRF Loan Management, Contracts for Program Services	
03-44-44-441018-4790-102-500731	\$17,500
Dept. Environmental Services, DWSRF Loan Management, Contracts for Program Services	

EXPLANATION

NHDES requests approval of this **SOLE SOURCE** amendment to the existing contract with Northbridge Environmental Management Consultants (Northbridge). The amendment would allow Northbridge to update the cashflow model and support implementation activities identified in the State Revolving Loan Fund (SRF) Management Study. Northbridge completed the study in May, providing a detailed analysis and exploring options for modernizing the NH SRF programs to ensure the long-term success of the state's water infrastructure funding efforts. This request is **SOLE SOURCE** because MOP 150 requires all amendments to agreements originally approved as sole source to be marked as sole source.

This amendment will enable Northbridge to help integrate the updated cashflow model into the program so funds can be managed more effectively and efficiently. Additional program improvement assistance will be provided as funding permits. To date, \$353,000 of the original \$540,000 contract has been spent.

All other conditions of the original agreement will remain in full effect. In the event other funds are no longer available, general funds will not be requested to perform this work. This contract amendment has been approved by the Attorney General's Office as to form, substance and execution.

We respectfully request your approval.



Robert R. Scott
Commissioner

**Amendment No. 1
TO AGREEMENT BETWEEN THE
N.H. DEPARTMENT OF ENVIRONMENTAL SERVICES
AND**

**The Northbridge Group, Inc.
d/b/a Northbridge Environmental Management Consultants**

**CONTRACT FOR SERVICES – WATER INFRASTRUCTURE FUNDING DATABASE MAINTENANCE
AND PROGRAM SUPPORT**

WHEREAS, the State of New Hampshire Department of Environmental Services (NHDES) has entered into a contract with Northbridge Environmental Management Consultants in the amount of \$540,000 to assist the NHDES Drinking Water and Clean Water State Revolving Loan Fund Programs by providing maintenance and related support for the water infrastructure funding tracking database and program improvement support, through June 30, 2028, which was approved by Governor and Council on June 25, 2025, Item #111.

WHEREAS, Northbridge Environmental Management Consultants and the NHDES 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 set forth herein, the parties hereto do hereby agree as follows:

1. The Price Limitation as set forth in section 1.8 shall be changed from \$540,000 to \$575,000.
2. Add account #03-44-441018-4790-102 to section 1.6.
3. Delete Exhibit B and Exhibit C and replace with Exhibit B – Amendment 1 and Exhibit C-Amendment 1. Exhibit B – Amendment 1 and Exhibit C-Amendment 1 are attached hereto and incorporated into this amendment and agreement by reference.

All other conditions outlined in the contract shall remain in effect.

 8/26/26
Robert R. Scott, Commissioner Date
Department of Environmental Services

 8/6/2026
Rao S. Mulpuri, President Date
Northbridge Environmental Management Consultants

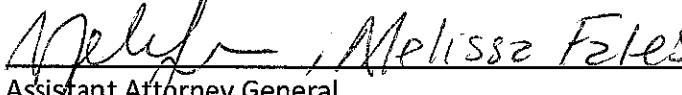
 9/10/26
Assistant Attorney General Date
Department of Justice

EXHIBIT B -Amendment 1
SCOPE OF SERVICES

The objective of this agreement is to provide three years of annual maintenance and related support for the ongoing operation of the Loans and Grants Tracking System (LGTS). The support will be provided on an annual basis for fiscal years 2026, 2027, and 2028. Support services will include the following aspects:

- On-call support and training for user assistance and operation issues
- System support and routine system maintenance, including core system updates
- State-requested enhancements to existing functions and reporting

The specific tasks to be performed consist of the following:

Task 1 – Provide On-Call Support and Training for Web LGTS and Operation Support

Northbridge will provide on-call and e-mail support as questions arise during the use of the new LGTS Web software. At least one support person will be available via email or by telephone during normal business hours once the web software is fully implemented to support the users and address software issues that arise. Should any software bugs surface during this period, Northbridge will promptly analyze the issue and correct it within 5 working days in the form of software updates.

Northbridge will also provide additional training through hands on support to the users. Often that training and support is accomplished through Web conferences to address specific issues. However, staff may also request more formal training sessions conducted via web conference or an on-site working session in conjunction with one of the other tasks. For such events, Northbridge will prepare a draft agenda prior to the event for review and finalization before the event begins. Northbridge will conduct the requested training utilizing the agreed upon agenda.

Schedule: Annual support for fiscal years 2026, 2027, and 2028.

Task 2– System Support and Routine System Maintenance

Northbridge will provide routine system maintenance and support services, including troubleshooting system and application issues and resolve errors and performance problems with LGTS, conducting routine maintenance tasks, monitoring system usage, and making system modifications as needed. If required, Northbridge will recommend and implement hardware and software upgrades. Northbridge will review logs and system messages on a regular monthly basis to ensure system is operating and performing as it should and we will support IT and the users with all aspects of maintaining well run

Contractor Initials

RM RM

Date 8/6/2026

LGTS systems. As appropriate, any new functions that become available in the core LGTS system, that NHDES wishes to have implemented, will be installed as part of routine maintenance.

Schedule: Annual support for state fiscal years 2026, 2027, and 2028

Task 3 –LGTS Updates and Future Enhancements

Northbridge will work with New Hampshire to receive, discuss and prioritize changes and enhancements to the LGTS system. Based on each requested change, we will log the request in a tracking system for the system, prepare a cost estimate for the change, communicate cost and schedule, receive direction on whether to proceed with the change, and when moving forward track the change from development to testing to implementation.

Enhancements might include report changes, business logic changes, form changes, database additions, and the development of new functions. For each change, Northbridge will undertake the programming changes required and when appropriate install them in the Test environment for user testing. Based on feedback received from testing Northbridge will make final changes and implement the enhancements into the production system.

Northbridge strives to improve the standard features and processes of LGTS based on issues and feedback from all LGTS user states. Because these improvements are based on the experience of all user, these upgrades can provide a mutually beneficial outcome across all SRF programs. Under this maintenance agreement, Northbridge will periodically install upgrades, as necessary, to the New Hampshire LGTS that will include improvements originating from other states.

Schedule: Annual support for state fiscal years 2026, 2027, and 2028

Task 4 – SRF Management Study Implementation

Northbridge will provide updates to the cashflow model and assistance with implementation activities identified in the SRF Management Study as requested by NHDES.

Contractor Initials

Date 8/6/2026

EXHIBIT C – Amendment 1
BUDGET

The following table is the schedule of annual LGTS support costs to be paid at approximately the start of each fiscal year.

Task	Description	SFY 2026	SFY 2027	SFY 2028
1	On call support web system	\$48,000	\$50,000	\$52,000
2	System Support and Routine maintenance	\$27,000	\$28,000	\$29,000
3	Updates and enhancements	\$98,000	\$102,000	\$106,000
4	SRF Management Study Implementation	\$0	\$35,000	\$0
	Total	\$173,000	\$215,000	\$187,000

Additional contract support provided under Task 4 will be paid according to the applicable billing rates below and shall not exceed \$35,000.

TITLE	HOURLY RATE SFY 2027	HOURLY RATE SFY 2028
Analyst 1	\$116.62	\$119.30
Analyst 2	\$143.22	\$146.52
Practice Director 1	\$265.98	\$272.10
Project Manager	\$128.04	\$130.98
Project Manager 2	\$155.50	\$159.07
Senior Project Manager	\$207.18	\$211.95
Senior Project Manager 2	\$209.71	\$214.54
Technical Analyst	\$91.64	\$93.74
Technical Analyst II	\$94.73	\$96.91

Contractor Initials RM RM
 Date 8/6/2026

State of New Hampshire

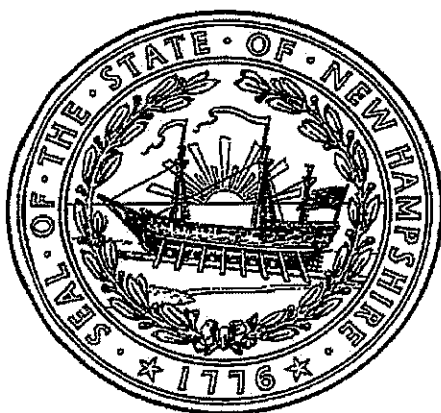
Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that THE NORTHBRIDGE GROUP, INC. is a Delaware Profit Corporation registered to do business in New Hampshire as NORTHBRIDGE ENVIRONMENTAL MANAGEMENT CONSULTANTS on May 29, 2013. 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: 692383

Certificate Number: 0007993914



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 6th day of August A.D. 2026.

A handwritten signature in black ink, appearing to read "David M. Scanlan", is written over a circular stamp that partially overlaps the seal of the State of New Hampshire.

David M. Scanlan
Secretary of State

Certificate of Authority # 1

(Corporation, Non-Profit Corporation)

Corporate Resolution

I, Mark Kellett, hereby certify that I am duly elected Clerk/Secretary/Officer of
(Name)
Northbridge Group Inc. d/b/a Northbridge Environmental Management Consultants.
(Name of Corporation)

I hereby certify the following is a true copy of a vote taken at a meeting of the Board of
Directors/shareholders, duly called and held on December 29, 2025, at which a quorum of the
Directors/shareholders were present and voting.

VOTED: That Rao Mulpuri, Principal (may list more than one person) is
(Name and Title)

duly authorized to enter into contracts or agreements on behalf of

Northbridge Group Inc. d/b/a Northbridge Environmental Management Consultants
(Name of Corporation)

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: 8/6/2026

ATTEST: 
(Name & Title) **Principal**



NORTGRO-01

KHOFFMAN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/3/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hoffman Insurance Services Inc 148 Linden Street, Suite 300 Wellesley, MA 02482	CONTACT NAME:	
	PHONE (A/C, No, Ext): (781) 235-0087 FAX (A/C, No): (781) 235-6665	
INSURED Northbridge Group, Inc PO Box 224 Westford, MA 01886	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Sentinel Insurance Company,	11000
	INSURER B: Hartford Casualty Insurance Co	29424
	INSURER C: Beazley Insurance Company Inc	37540
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ EPLI \$10,000/\$10,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC ☒ OTHER: EPLI Retro Date 6/01/14		08SBAAF4964	5/1/2026	5/1/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		08SBAAF4964	5/1/2026	5/1/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB CLAIMS-MADE DED ☒ RETENTION \$ 10,000		08SBAAF4964	5/1/2026	5/1/2027	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ aggregate \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	08WECAM1TMA	7/1/2026	7/1/2027	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liabili		V3C24A260101	5/8/2026	5/8/2027	E&O Occurrence 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Beazley Media Tech Policy #V3C24A260101 has a \$10,000 Retention Per Claim. 5/8/2014 Retroactive Date

CERTIFICATE HOLDER

CANCELLATION

State of New Hampshire
NH Department of Environmental Services
29 Hazen Drive
Concord, NH 03302

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE