The State of New Hampshire
Department of Transportation

David Rodrigue, P.E.
Commissioner

Susan M. Klasen, P.E.
Assistant Commissioner

Michelle L. Winters
Deputy Commissioner

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

Bureau of Bridge Design
October 16, 2026

Requested Action

Authorize the Department of Transportation to enter into an Agreement with HRV Conformance Verification Associates, Inc. (Vendor 162982), of Moon Township, Pennsylvania, for an amount not to exceed $600,000, to provide on-call Structural Steel Inspection Services, effective upon Governor and Council approval through October 1, 2029, with the option to renew for one year subject to Governor and Council approval. **100% Federal Funds.**

Funds are available in the following account for Fiscal Year 2027, and are anticipated to be available in Fiscal Years 2028, 2029 and 2030, upon the availability and continued appropriation of funds in the future operating budget(s), with the authority to adjust encumbrances between fiscal years within the price limitation through the Budget Office, if needed and justified:

04-96-96-963515-3054	**FY 2027**	**FY 2028**	**FY 2029**	**FY 2030**	**Total**
Consolidated Federal Aid 046-500463 Engineering Consultants Non-Benefit	$150,000	$150,000	$150,000	$150,000	**$600,000**

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 Department requires Statewide On-Call Structural Steel Inspection Services. The Department does not have these capabilities and therefore requires the services from consultants with this expertise and experience.

Consultants are needed to furnish Quality Assurance inspection services for structural steel fabrication for bridges and structures at shops located throughout the United States and occasional field inspection services at bridge sites in the State of New Hampshire. The work requiring inspection includes furnishing, fabricating, assembling, and coating structural steel members and components for bridge and transportation-related products.

This proposed Agreement is one of three Statewide Agreements (45422, 45423, 45424), each for a period of three years and for the maximum contract amount of $600,000 to 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 Agreements will be administered by the Bureau of Bridge Design. The Federal Highway Administration may participate in these costs depending upon the funding of the individual projects undertaken.

The consultant prequalified low-bid selection process followed the Department's *Consultant Procurement Manual, Section 2.2, Statewide Low Bid Contracts*, dated August 25, 2017.

The Department met on February 19, 2026, reviewed the qualifications of six firms submitting a Letter of Interest and Statement of Qualifications, and prequalified four firms that met the Minimum Qualification requirements. Invitations to Bid were extended to these firms on March 17, 2026, for the Bid Opening on April 19, 2026.

Name of Steel Inspection Firms	Office Location	Bid Order	Bid Amount
HRV Conformance Verification Associates, Inc.	Moon Township, PA	A	$680,400.00
Bureau Veritas North America, Inc.	Pittsburgh, PA	B	$711,750.00
KTA-Tator, Inc.	Pittsburgh, PA	C	$758,400.00
TRC Engineers, LLC	Allentown, PA	D	$780,206.00

The firms of HRV Conformance Verification Associates, Inc., Bureau Veritas North America, Inc., and KTA-Tator, Inc are the A, B, and C low bidders, respectively, and are recommended for these contracts. These firms have excellent reputations and have demonstrated their capability to perform the required services in similar contracts previously with the Department.

HRV Conformance Verification Associates, Inc. has agreed to furnish the on-call services for an amount not to exceed $600,000. The cost for individual Task Orders assigned under this contract will be negotiated, and the use of a cost-plus fixed fee or lump sum method of compensation will be determined based on the complexity and scope of the engineering and technical services required. 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 45423 On-Call Structural Steel Inspection 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 Agreements 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 enter into this Agreement for consulting services as outlined above.

Sincerely,



David M. Rodrigue, P.E.
Commissioner

Attachments

Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name NH DEPARTMENT OF TRANSPORTATION BUREAU OF BRIDGE DESIGN (for Statewide 45423 On-Call Structural Steel Inpsection Services)		1.2 State Agency Address John O. Morton Building 7 Hazen Drive P.O. Box 483 Concord, NH 03302-0483	
1.3 Contractor Name HRV Conformance Verification Associates, Inc. (HRV)		1.4 Contractor Address 420 Rouser Road, Suite 400 Moon Township, PA 15108	
1.5 Contractor Phone Number (412) 299-2000	1.6 Account Unit and Class 04-96-96-963515-3054	1.7 Completion Date 10/1/2029	1.8 Price Limitation $600,000.00
1.9 Contracting Officer for State Agency David Rodrigue, P.E., Commissioner		1.10 State Agency Telephone Number (603) 271-3734 (Commissioner's Office) (603) 271-2731 (Bridge Design)	
1.11 Contractor Signature H Rochelle Stachel Date: Date: July 22, 2026		1.12 Name and Title of Contractor Signatory H. Rochelle Stachel	
1.13 State Agency Signature Tobey Reynolds Date: 8/24/26		1.14 Name and Title of State Agency Signatory Tobey L. Reynolds, P.E. Director of Project Development	
1.15 Approval by the N.H. Department of Administration, Division of Personnel *(if applicable)* By: Director, On:			
1.16 Approval by the Attorney General (Form, Substance and Execution) *(if applicable)* By: On: 10/14/26			
1.17 Approval by the Governor and Executive Council *(if applicable)* G&C Item number: G&C Meeting Date:			

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Date 7/22/2026

2. SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT B which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.13 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed.

3.3 Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds. In no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds by any state or federal legislative or executive action that reduces, eliminates or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope for Services provided in EXHIBIT B, in whole or in part, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to reduce or terminate the Services under this Agreement immediately upon giving the Contractor notice of such reduction or termination. The State shall not be required to transfer funds from any other account or source to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT C which is incorporated herein by reference.

5.2 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8. The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 The State's liability under this Agreement shall be limited to monetary damages not to exceed the total fees paid. The Contractor agrees that it has an adequate remedy at law for any breach of this Agreement by the State and hereby waives any right to specific performance or other equitable remedies against the State.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal employment opportunity laws and the Governor's order on Respect and Civility in the Workplace, Executive order 2020-01. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement these regulations. The Contractor shall also comply with all applicable intellectual property laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of age, sex, sexual orientation, race, color, marital status, physical or mental disability, religious creed, national origin, gender identity, or gender expression, and will take affirmative action to prevent such discrimination, unless exempt by state or federal law. The Contractor shall ensure any subcontractors comply with these nondiscrimination requirements.

6.3 No payments or transfers of value by Contractor or its representatives in connection with this Agreement have or shall be made which have the purpose or effect of public or commercial bribery, or acceptance of or acquiescence in extortion, kickbacks, or other unlawful or improper means of obtaining business.

6.4. The Contractor agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with this Agreement and all rules, regulations and orders pertaining to the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 The Contracting Officer specified in block 1.9, or any successor, shall be the State's point of contact pertaining to this Agreement.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) calendar days from the date of the notice; and if the Event of Default is not timely cured, terminate this Agreement, effective two (2) calendar days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 give the Contractor a written notice specifying the Event of Default and set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 give the Contractor a written notice specifying the Event of Default, treat the Agreement as breached, terminate the Agreement and pursue any of its remedies at law or in equity, or both.

9. TERMINATION.

9.1 Notwithstanding paragraph 8, the State may, at its sole discretion, terminate the Agreement for any reason, in whole or in part, by thirty (30) calendar days written notice to the Contractor that the State is exercising its option to terminate the Agreement.

9.2 In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall, at the State's discretion, deliver to the Contracting Officer, not later than fifteen (15) calendar days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. In addition, at the State's discretion, the Contractor shall, within fifteen (15) calendar days of notice of early termination, develop and submit to the State a transition plan for Services under the Agreement.

10. PROPERTY OWNERSHIP/DISCLOSURE.

10.1 As used in this Agreement, the word "Property" shall mean all data, information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

10.2 All data and any Property which has been received from the State, or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

10.3 Disclosure of data, information and other records shall be governed by N.H. RSA chapter 91-A and/or other applicable law. Disclosure requires prior written approval of the State.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

12.1 Contractor shall provide the State written notice at least fifteen (15) calendar days before any proposed assignment, delegation, or other transfer of any interest in this Agreement. No such assignment, delegation, or other transfer shall be effective without the written consent of the State.

12.2 For purposes of paragraph 12, a Change of Control shall constitute assignment. "Change of Control" means (a) merger, consolidation, or a transaction or series of related transactions in which a third party, together with its affiliates, becomes the direct or indirect owner of fifty percent (50%) or more of the voting shares or similar equity interests, or combined voting power of the Contractor, or (b) the sale of all or substantially all of the assets of the Contractor.

12.3 None of the Services shall be subcontracted by the Contractor without prior written notice and consent of the State.

12.4 The State is entitled to copies of all subcontracts and assignment agreements and shall not be bound by any provisions contained in a subcontract or an assignment agreement to which it is not a party.

13. INDEMNIFICATION. The Contractor shall indemnify, defend, and hold harmless the State, its officers, and employees from and against all actions, claims, damages, demands, judgments, fines, liabilities, losses, and other expenses, including, without limitation, reasonable attorneys' fees, arising out of or relating to this Agreement directly or indirectly arising from death, personal injury, property damage, intellectual property infringement, or other claims asserted against the State, its officers, or employees caused by the acts or omissions of negligence, reckless or willful misconduct, or fraud by the Contractor, its employees, agents, or subcontractors. The State shall not be liable for any costs incurred by the Contractor arising under this paragraph 13. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

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14. INSURANCE.
14.1 The Contractor shall, at its sole expense, obtain and continuously maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:
14.1.1 commercial general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than $1,000,000 per occurrence and $2,000,000 aggregate or excess; and
14.1.2 special cause of loss coverage form covering all Property subject to subparagraph 10.2 herein, in an amount not less than 80% of the whole replacement value of the Property.
14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.
14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or any successor, a certificate(s) of insurance for all insurance required under this Agreement. At the request of the Contracting Officer, or any successor, the Contractor shall provide certificate(s) of insurance for all renewal(s) of insurance required under this Agreement. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference.

15. WORKERS' COMPENSATION.
15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A *("Workers' Compensation")*.
15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. The Contractor shall furnish the Contracting Officer identified in block 1.9, or any successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. WAIVER OF BREACH. A State's failure to enforce its rights with respect to any single or continuing breach of this Agreement shall not act as a waiver of the right of the State to later enforce any such rights or to enforce any other or any subsequent breach.

17. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

18. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no such approval is required under the circumstances pursuant to State law, rule or policy.

19. CHOICE OF LAW AND FORUM.
19.1 This Agreement shall be governed, interpreted and construed in accordance with the laws of the State of New Hampshire except where the Federal supremacy clause requires otherwise. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.
19.2 Any actions arising out of this Agreement, including the breach or alleged breach thereof, may not be submitted to binding arbitration, but must, instead, be brought and maintained in the Merrimack County Superior Court of New Hampshire which shall have exclusive jurisdiction thereof.

20. CONFLICTING TERMS. In the event of a conflict between the terms of this P-37 form (as modified in EXHIBIT A) and any other portion of this Agreement including any attachments thereto, the terms of the P-37 (as modified in EXHIBIT A) shall control.

21. THIRD PARTIES. This Agreement is being entered into for the sole benefit of the parties hereto, and nothing herein, express or implied, is intended to or will confer any legal or equitable right, benefit, or remedy of any nature upon any other person.

22. HEADINGS. The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

23. SPECIAL PROVISIONS. Additional or modifying provisions set forth in the attached EXHIBIT A are incorporated herein by reference.

24. FURTHER ASSURANCES. The Contractor, along with its agents and affiliates, shall, at its own cost and expense, execute any additional documents and take such further actions as may be reasonably required to carry out the provisions of this Agreement and give effect to the transactions contemplated hereby.

25. SEVERABILITY. In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

26. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings with respect to the subject matter hereof.

Contractor Initials HRS
Date 7/22/2026

LIST OF EXHIBITS AND ATTACHMENTS

Exhibit A: Special Provisions
Exhibit B: Services to be Performed
Exhibit C: Contract Price, Method of Payment, and Terms of Payment
Attachment 1: Contractor's Bid Schedule
Attorney General Approved Sample Certificate of Authority/Vote

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EXHIBIT A
SPECIAL PROVISIONS

Additional or modifying provisions to the enumerated headings in the form P-37 are provided below.

1.6 Funding for this contract is from monies allocated to specific transportation projects.

3.3 No new tasks may be assigned after the Completion Date specified in block 1.7, however, the CONTRACTOR shall complete any tasks assigned prior to the completion date, but not yet completed, in accordance with the methods of compensation specified in Exhibit C, and all other applicable portions and contractual requirements of this AGREEMENT. The DEPARTMENT reserves the right to renew the AGREEMENT for a period up to one (1) year, subject to the renegotiation of the funding and with the concurrence of the CONTRACTOR.

EXHIBIT B
SCOPE OF SERVICES

A. GENERAL DESCRIPTION

1. The scope of services for this AGREEMENT is for the Quality Assurance Inspection Firm, i.e. the CONTRACTOR, shall provide qualified Inspectors to perform quality assurance (QA) inspection for the fabrication and coating of structural steel bridge members, components, and ancillary products for bridge and highway contracts, and non-destructive testing services as required, during the period of this Agreement as required by the NHDOT Administrator, Bureau of Bridge Design.

B. CONTRACTOR MINIMUM QUALIFICATIONS

1. The firm shall employ a minimum of ten (10) Certified Welding Inspectors (CWI's) available to inspect at fabrication shops within the geographic regions described in paragraph 4. The firm shall demonstrate that ten CWI's have been on the firm's payroll during the previous twelve-month period.

2. The firm shall have a minimum of three (3) years continuous experience, during the period immediately preceding the request for qualification letter, furnishing inspection services for the construction of welded steel bridge structures and ancillary products fabricated in AISC certified shops and conforming to the *AASHTO/AWS D1.5, Bridge Welding Code*.

3. The firm shall have provided satisfactory inspection services to a minimum of two (2) State Departments of Transportation during the period and for the scope of work described in paragraph 2.

4. The firm shall have the capability, as a minimum, of providing CWI inspection services at all fabrication shops located in Regions 1, 2, and 3, including those facilities listed in Table 1.

   Region: 1 New England States (CT, MA, ME, NH, RI, VT)
   2 Mid-Atlantic States (DE, MD, NJ, NY, PA)
   3 Central States (TX, and states bordering Mississippi R) and Southeastern States
   4 Western States

5. The firm shall furnish, when inspecting painting and galvanizing in addition to steel fabrication, CWI Inspectors who have basic coating inspection qualifications and experience (see section C.1.a).

6. The firm shall furnish, when required, a Coating Inspector with advanced coating inspection qualifications and experience (see section C.1.d). This inspector classification may be required for occasional projects, including painting large or complex bridges, thermal spray zinc (TSZ, i.e., metallizing), duplex coating systems (e.g. galvanized-painted, galvanized-powder coated, metallized-sealed, or metallized-painted), as directed by the Department.

7. The firm shall be able to furnish CWI field inspection services at bridges and job sites located throughout the State of New Hampshire.

8. The firm shall be able to furnish non-destructive testing (NDT) services with minimum Level II Operator qualification for magnetic particle testing (MT), dye penetrant testing (PT), or ultrasonic testing (UT), generally intended for field work at bridges and job sites located throughout the State of New Hampshire.

C. INSPECTOR CLASSIFICATIONS AND QUALIFICATIONS

1. Inspectors shall be qualified and have prior experience in the classification of work in which they are to perform and shall adequately and completely perform the requirements of the following Inspector classifications:

   a. Certified Welding Inspector (Shop) (CWI-Shop)

   All QA Structural Steel Inspectors working in a shop facility shall be an AWS Certified Welding Inspector (CWI) qualified and certified in accordance with the provisions of AWS QC1, unless otherwise authorized, with three years' experience (minimum) inspecting bridge fabrication work conforming to AWS D1.5.

   Work involving the application of paint, galvanizing, or other coatings shall require two years' experience inspecting bridge coating work, and forty hours basic training (minimum) in coating inspection fundamentals, such as meeting SSPC BCI Bridge Coating Inspector, NACE Level I, AMPP Bridge CIP Specialty, or in-house training from a NACE Level 3 Certified Coatings Inspector or AMPP Senior Certified Coatings Inspector with experience inspecting bridge coating work.

   b. Certified Welding Inspector (Field) (CWI-Field)

   All QA Structural Steel Inspectors working at a field jobsite throughout the State of NH shall meet the same CWI qualifications as for those working in a shop facility.

   Inspection work at field jobsites throughout the State of NH typically would be of relatively short duration (e.g., one day or a few days) for field welding, repairs, etc.

   c. Non-Destructive Testing Operator (Field) (NDT-Field)

   NDT Operators shall be qualified and certified to Level 2 (minimum), in accordance with ASNT Recommended Practice No. SNT-TC-1A *Qualification of NDT Personnel*, for magnetic particle (MT), dye penetrant (PT), or ultrasonic testing (UT), and have three years work experience (minimum) in that discipline.

   Non destructive testing work at field jobsites throughout the State of NH typically would be of relatively short duration (e.g., one day or a few days) for field welding, repairs, etc.

   d. Coating Inspector (Shop) (NACE 2-Shop)

   A Coating Inspector shall have NACE Level 2 or AMPP Certified Coatings Inspector certification (minimum), and SSPC BCI Bridge Coating Inspector or AMPP Bridge CIP Specialty, and have two years' experience (minimum) inspecting the application of sophisticated high-performance coatings to bridge members.

2. A CWI may be supported by an Assistant Welding Inspector, who is qualified by training and experience to perform specific inspection functions, working under the direct, on-site or readily available active supervision of a CWI, if circumstances warrant it, and with prior approval by the DEPARTMENT.

D. CONTRACTOR DUTIES

1. The CONTRACTOR shall furnish the DEPARTMENT with a resume of qualification and experience for all inspection personnel to be engaged in inspection or testing work. Submit resume documentation a minimum of two weeks prior to the anticipated start date of work.

2. The CONTRACTOR shall ensure the competence of all inspection personnel engaged in the work and shall replace immediately any who are determined by the DEPARTMENT to be unqualified, incompetent, disorderly, intemperate, or otherwise to be performing their work in an unsatisfactory manner.

3. The CONTRACTOR shall furnish sufficient personnel within the provisions of this AGREEMENT to meet inspection needs.

4. The CONTRACTOR shall provide supervisory oversight to the Inspector, including frequent communication, technical support as needed, and periodic site visits to the shop.

5. The CONTRACTOR shall provide a copy of the applicable governing specifications, safety and personal protective equipment, and inspection instruments to the Inspector at the place of inspection, as needed.

6. The CONTRACTOR shall provide to the Inspector the means to communicate and send digital reports and images via broadband email connections to the DEPARTMENT, as necessary.

E. ASSIGNMENTS

1. The Administrator, Bureau of Bridge Design or the Administrator's authorized representative, shall notify the CONTRACTOR in writing of the authorization to proceed for each assignment and shall have the discretion to control the duration and termination of inspection and testing for the assignment. The CONTRACTOR agrees to complete all work as detailed on individual assignment letters issued by the DEPARTMENT.

2. The Inspector shall report to the Administrator or representative in the approval and conduct of inspection and testing services.

3. An Inspector, once approved by the DEPARTMENT and assigned to a specific project, shall remain on the project until it is finished, unless an alternate Inspector is approved by the DEPARTMENT upon proper notification from the CONTRACTOR.

4. The Administrator may require either full-time inspection (e.g., for primary bridge members), or part-time inspection (e.g., for ancillary products) on a case-by-case basis and at the discretion of the DEPARTMENT.

5. The Administrator may request the CONTRACTOR to perform testing and inspection services on a job-by-job basis at field locations at existing bridges and structures located throughout the State of New Hampshire, as required and as directed by the DEPARTMENT. Field inspection responsibilities shall be the same or comparable to work in a shop.

6. The Administrator shall approve the CONTRACTOR'S proposed staffing of individual Inspectors required to cover the work, considering the shop, the volume and nature of the work, any considerations involving the use of an Assistant Welding Inspector, and variations in the Fabricator's hours, shifts, and production schedule.

F. INSPECTOR DUTIES

1. The CWI shall perform all inspection responsibilities in conformance to the Contract, Governing Specifications, Special Provisions, and approved Shop Drawings for each project.

2. The Inspector shall be familiar with the Contract Documents and Governing Specifications and have them readily available at the fabrication and inspection site.

3. The Inspector shall know how to use inspection equipment and shall have them available as necessary to properly perform inspection responsibilities.

4. The Inspector shall know how to use and have available safety and personal protective equipment as required by OSHA, the Fabrication shop, Governing Specifications, or the Industry.

5. THE INSPECTOR SHALL NOT PERFORM ANY WORK ON ANY ITEM IN THE PROJECT FOR THE FABRICATOR, MILL, GENERAL CONTRACTOR, OR COATING MANUFACTURER. ANY INFRINGEMENT OF THIS CLAUSE SHALL BE SUFFICIENT CAUSE FOR THE STATE TO NULLIFY THE CONTRACT.

6. The CWI Inspector shall use, but not be limited by, the following guide list of duties:

    a) The Inspector shall provide in-shop inspection during procedures that are considered most important, including welding, air-arc gouging, heat curving, nondestructive testing, etc. Office work, record keeping, and report preparation should be considered secondary to the inspection of in-shop fabrication.

    b) The Inspector shall verify that materials used in the work meet the requirements of the Contract Documents by means of material inspection, material identification, and examination of laboratory test results for chemical analysis and mechanical properties (i.e., Certified Mill Test Reports).

    c) The Inspector shall examine the welding equipment for conformance to the Specifications and Approved Welding Procedures, including the welding machines and filler metal storage ovens.

    d) The Inspector shall verify the qualification of all welders and NDT Operators engaged on the project and shall observe the technique and performance of each for conformance to the Specifications.

    e) The Inspector shall examine the work to make certain that preparation, fit up, and welding are in conformance with the Specifications, including edge preparation, dimensions, cleanliness, joint configuration, preheat, welding, back gouging, weld bead appearance, grinding, etc.

    f) The Inspector shall visually inspect 100% of all welds, using suitable gauges for weld size and contour, and a strong light, magnifier, or other devices as may be helpful for detecting cracks, discontinuities, and defects.

    g) The Inspector shall witness nondestructive testing of welds and materials as may be required by the contract documents and governing specifications.

    h) The Inspector shall inspect other fabrication procedures, including heat curving, cambering, field splice alignment, drilling, punching, reaming, control of distortion, assembly, match marking, storage, handling, and transportation.

    i) The Coatings Inspector shall inspect coating operations, including cleaning, surface preparation, application, and galvanizing.

    j) The Inspector shall document non-conforming and rejectable members due to material defects, workmanship deficiencies, dimensions out of tolerance, damage due to rough handling or accidents, weld defects, etc. The record shall include approved repair procedures or corrective measures taken and evidence of re-inspection and the final disposition of the structural member.

k) The Inspector shall be aware of additional restrictions, conditions and inspections required for a Fracture Critical Member when specified by the Contract Documents.

l) The Inspector does not have control over, nor charge of, and accepts no responsibility for the means, methods, techniques, sequences and procedures, safety precautions and programs, or implementation of corrective actions in connection with the work, recognizing that the Contractor remains solely responsible to supervise, direct, and control all aspects of the work.

m) The Inspector is not required to monitor Contractor worker-safety compliance during the project. The contract specifications require the Contractor to furnish OSHA-compliant safe access to the work, to which the Inspector will confirm the suitability of such access to work areas necessary to safely perform the Inspector's work.

7. The QA Inspector shall follow approved governing specifications and procedures to inspect painting, duplex coatings (e.g., galvanizing-powder coat), and metallizing. The inspection of Thermal Spray Zinc (TSZ), i.e., metallizing, shall conform to the Joint Standard SSPC-CS 23/ AWS C2.23/ NACE No. 12 for metallizing, including hold point inspection of surface preparation, TSZ application, sealer application, and witnessing QC activities (e.g., coupon bending, adhesion testing of companion plates, thickness readings, etc.)

G. GOVERNING SPECIFICATIONS

1. The Inspector's duties and scope of work shall be performed in accordance with the latest edition of the following specifications, except as may be otherwise stated in the Contract documents, in this AGREEMENT, or as directed:

a) *NH Standard Specifications for Road and Bridge Construction*;

b) *AASHTO/AWS D1.5, Bridge Welding Code*, and all Interim Revisions;

c) *AWS D1.1, Structural Welding Code*;

d) *AASHTO LRFD Bridge Construction Specifications,* Section 11 and applicable sections.

e) AASHTO *Standard Specifications for Movable Highway Bridges;*

f) *Joint Standard SSPC CS-23 / AWS C2.23 / NACE No. 12, Specification for the Application of Thermal Spray Coatings (Metallizing) of Aluminum, Zinc, and Their Alloys and Composites for the Corrosion Protection of Steel,* latest edition.

H. SUBMISSION OF REPORTS

1. The Inspector shall maintain separate and distinct reports for each bridge and project, and submit a report to the DEPARTMENT describing the work performed on a project during a reporting week (Sunday through Saturday). A separate report shall be made for each bridge that is fabricated and shall include the following:

a. front sheet with project identification, summary list of members, and estimated percentage of completion;

b. daily narrative briefly describing the work performed;

c. fabrication worksheet listing the major structural members and the date each fabrication process is completed;

d. time sheet listing hours worked for each project;

e. document records, such as mill test reports, certificates of compliance, NDT reports, camber reports, dimension records, product data sheets, etc.

2. The CONSULTANT shall submit an electronic report to the DEPARTMENT within two weeks of the report date. Only the front cover sheet and daily narrative are required to be typed.

3. All reports shall properly identify the project by, in order of priority:
   (a) TOWN/CITY name;
   (b) STATE PROJECT number;
   (c) BRIDGE number;
   (d) BRIDGE CROSSING; and
   (e) Federal project number.

   For example:

   HOPKINTON 41303 Br. No. 086/084 US 202 over Elm Brook X-A004(592)
   (a) (b) (c) (d) (e)

4. The electronic daily inspection report (DIR) document shall be given a name by TOWN-CITY/ Project No./ Inspection Firm/ Report number. (For example; **Hopkinton_41303_XXX_DIR_5**).

Region **	STATE	**TABLE 1** PARTIAL LIST OF SHOPS FURNISHING FABRICATED STEEL PRODUCTS TO NHDOT During period 2004-2025	Welded Girders	Rolled Beams	Bridge Rail	Exp. Jts.	Overhead Sign	Bearings	Pedestrian	Vehicle Truss	Grid Decking	Foundation Piles	Metallizing	Special Work
1		**NEW ENGLAND REGION**												
1	CT	Race Rock/Highway Safety Corp., Glastonbury			x									
1	MA	Duncan Galvanizing, Everett												x
1	MA	Cianbro Precise Fabricators, Georgetown	x	x										x
1	MA	Mill Valley Splicing, Belchertown												x
1	MA	New England Bridge Products, Lynn			x									
1	MA	V&S Galvanizing, Taunton												x
1	ME	ARC Enterprises, Kingfield	x			x							x	
1	ME	Casco Bay Steel, Saco & South Portland	x	x	x	x							x	
1	ME	Cianbro Fabrication Corp, Pittsfield												x
1	ME	Newport Industrial Fabricators, Newport											x	x
1	NH	Canam Bridges, Claremont	x	x						x			x	
1	NH	Merrimack Sheet Metal, Concord			x	x								x
1	VT	DMS Machining & Fabrication, Barre												x
2		**MID-ATLANTIC REGION**												
2	DE	Sigma Industries, Selbyville					x							
2	MD	Canam Steel Corp, Point of Rocks		x										
2	NJ	American Galvanizing Co., Folsom												x
2	NJ	Amscot Structural Products, Dover						x						
2	NY	National Bridge Co., Buffalo						x						
2	NY	Niagara Bridge & Rail, Sanborn						x						
2	NY	Nuttall Gear, Niagara Falls												x
2	NY	Unadilla Laminated Products, Unadilla												x
2	NY	R. J. Watson, Amherst						x						
2	NY	Watson-Bowman-Acme, Amherst						x						
2	NY	Elderlee, Oak Corners			x									
2	PA	R.G. Steel, Pulaski			x									
2	PA	Mission Critical Solutions, Pleasantville									x			
2	PA	Griener Industries, Mt. Joy						x						
2	PA	High Steel Structures, Lancaster	x	x				x						x
2	PA	High Steel Structures, Williamsport	x	x				x						x
2	PA	LB Foster, Bedford					x	x			x	x		
2	PA	Regal Industries, Donora											x	
2	PA	Shane Felter Industries, Uniontown		x										

Region **	STATE	**TABLE 1** PARTIAL LIST OF SHOPS FURNISHING FABRICATED STEEL PRODUCTS TO NHDOT During period 2004-2025	Welded Girders	Rolled Beams	Bridge Rail	Exp. Jts.	Overhead Sign	Bearings	Pedestrian Bridge	Vehicle Truss	Grid Decking	Foundation Piles	Metallizing	Special Work
2		**MID-ATLANTIC REGION (cont.)**												
2	PA	SKF USA, Inc., Lansdale												
2	PA	Skyline Steel, Camp Hill										x		
2	PA	Steel Management Systems, Nazareth										x		
3		**CENTRAL & SOUTHEASTERN STATES REGION**												
3	AL	Contech (Steadfast Bridges), Fort Payne							x					
3	AL	Favor Steel, Bessemer										x		
3	AL	Hardie-Tynes Co, Inc., Birmingham												x
3	AL	Frontier Grating, Fort Payne									x			
3	AL	Walpar Inc., Birmingham					x							
3	IL	Scot Forge, Spring Grove												
3	OH	D.S. Brown, North Baltimore						x						
3	OH	Dyson Corp, Painesville												x
3	OH	Trinity Industries, Girard			x									
3	OH	Union Metal Corp, Canton					x							
3	OH	US Bridge Corp, Cambridge								x				
3	MI	Composite Forging, Ltd, Detroit												
3	MN	Contech (Continental Bridge), Alexandria							x					
3	MN	Millerbernd, Winsted					x							
3	MN	Wheeler Lumber LLC, Minneapolis							x					
3	MO	Brookfield Fabricating, Brookfield					x							
3	MO	Trinity Products, St. Charles										x		
3	MO	Wire Co World Group, St. Joseph												x
3	NC	Hirschfeld Industries, Colfax, Nash Co.	x											
3	NE	Valmont Industries, Valley					x							
3	TX	Dynamic Rubber (Cosmec), Athens						x						
3	TX	Houston Structures, Houston												x
3	TX	Seismic Energy Products, Athens						x						
3	VA	Hirschfeld Industries (Abington), Bristol	x											

**Region: 1 New England States (CT, MA, ME, NH, RI, VT)
2 Mid-Atlantic States (DE, MD, NJ, NY, PA)
3 Central States (TX, and states bordering Mississippi River) and Southeastern States
4 Western States

Task Orders

As needs develop, the STATE will issue specific Task Orders to the CONTRACTOR. A Task Order is an individually funded order with its own unique scope of work issued against the basic contract services, terms and conditions, to carry out a specific project for the STATE. These Task Orders may be initiated by a phone call, email, or a Request for Proposal (RFP) letter that may include a detailed description of the project or elements of work, an outline of the services required, responsibilities of the parties, materials to be supplied by the STATE, specified accuracy requirements, and other information necessary to complete the work for the Task Order. If requested by the STATE, the CONTRACTOR shall then submit to the STATE for approval a scope of work and fee proposal and a tentative work schedule and completion date for each Task Order assigned. The STATE will review the CONTRACTOR'S proposal and schedule negotiations, if necessary, to clarify the proposed scope of work, the number of work hours needed, and any other associated proposed costs in order to establish the final not-to-exceed or lump-sum amount for the Task Order. Upon approval of the CONTRACTOR'S proposal by the STATE and FHWA, or other lead federal agency as may be determined for a project (if applicable), the STATE will issue a Task Order Authorization to Proceed Letter. The CONTRACTOR shall sign the Authorization to Proceed Letter and return it to the STATE. A conference may be required to turn over a Task Order to the CONTRACTOR. Costs associated with the CONTRACTOR'S preparation of a scope of work and fee for a Task Order are non-reimbursable.

If revisions to a Task Order scope of work, and/or the fee summary or completion date included in the Task Order Authorization to Proceed is/are required, it shall be documented in writing by a Bureau-level amendment. The amendment will be filed with the Authorization to Proceed in the AGREEMENT.

EXHIBIT C
CONTRACT PRICE, METHOD OF PAYMENT, AND TERMS OF PAYMENT

Agreement General Fee

The total cost of all work, expenses and profit under this AGREEMENT shall not exceed the amount shown in the Agreement (Form P-37) block 1.8.

Method of Compensation for Task Orders

The not-to-exceed cost of each Specific Rates of Pay format Task Order will be based on the types of labor classifications required along with the number of labor hours negotiated for each labor classification multiplied by the corresponding contract labor rate, as well as an estimated amount for direct expenses.

1. Contract Labor Rates – The contract labor rates as shown in the bid document (Attachment 1) will be the total hourly wage for each labor classification including all charges attributable to direct labor, escalation of labor costs, fringe benefits, payroll taxes, overhead, and profit, and shall be used in billing for all work performed under this AGREEMENT.
2. Direct Expenses – Direct expenses for Task Order assignments located at fixed fabrication shops shall be considered to be included in the Contract Labor Rates and will not be allowed. When allowed, direct expenses for Task Order assignments for field work will be reimbursed at actual cost. Reimbursable direct expense items include field work located at specific project sites and non-fixed fabrication shops such as weld inspection and non-destructive testing (NDT), and travel not included in normal overhead expenses whether performed by the CONTRACTOR or other parties, and shall be billed at actual cost. The reimbursable costs for mileage and for per diem (lodging and meals) shall be that allowed by the CONTRACTOR'S established policy but shall not exceed that allowed in the Federal Acquisition Regulations (Subpart 31.205-46) and in the Federal Travel Regulations. The General Services Administration (GSA), Regulation 41 CFR Part 301-4, specifies the FTR automobile mileage reimbursement. Mileage and per diem costs shall be subject to approval by the STATE.

Invoicing and Payment

Payments on account of the fee for services rendered under this AGREEMENT will be made by the STATE based on a completely itemized, project-by-project bill submitted by the CONTRACTOR on a monthly or other approved basis.

Records – Reports

The CONSULTANT shall maintain adequate cost records for all work performed under this AGREEMENT. All records and other evidence pertaining to costs incurred shall be made available at all reasonable times during the AGREEMENT period and for three (3) years from the date of final voucher payment for examination by the STATE, FHWA, or other authorized representatives of the Federal Government, and copies thereof shall be furnished if requested. Applicable cost principles are contained in the Federal Acquisition Regulation (FAR) in Title 48 of the Code of Federal Regulations (Subpart 31.2 and Subpart 31.105).

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ATTACHMENT 1
CONTRACTOR'S BID SHEET/HOURS WAGE RATES
STATEWIDE 45423
HRV Conformance Verification, Inc.

	HRV Rate Schedule	Year 1-3	Year 1-3
	Employee Classification	Straight time	Overtime
1	Certified Welding Inspector (CWI-Shop)	$81.00	$81.00
2	Certified Welding Inspector (CWI-Field)	$81.00	$81.00
3	NDT Level II Operator (NDT-Field)	$81.00	$81.00
4	Coating Inspector (NACE 2-Shop)	$81.00	$81.00

The employee classifications are defined as:

(1) Certified Welding Inspector (CWI-Shop) with three years prior steel fabrication inspection experience for work in a shop facility. Inspection of painting galvanizing, and coatings requires a minimum 40 hours of basic training and two years coatings experience. See Exhibit B, Section C.1.a.

(2) Certified Welding Inspector (CWI-Field) working at a field jobsite throughout the State of NH shall meet the same CWI qualifications as for those working in a shop facility. See Exhibit B, Section C.1.b.

(3) Non-Destructive Testing (NDT-Field) Operator Level II for magnetic particle testing (MT), dye penetrant testing (PT), or ultrasonic testing (UT) at NH field bridge sites, plus three years experience in the NDT discipline. See Exhibit B, Section C.1.c.

(4) Coating Inspector (NACE 2-Shop) having NACE Level 2 or AMPP Certified Coatings Inspector certification (minimum), and SSPC BCI Bridge Coating Inspector or AMPP Bridge CIP Specialty, and having two years prior coatings inspection experience for the application of coatings in the shop for bridges. See Exhibit B, Section C.1.d.

The basis of payment shall be the bid rate per inspector per hour which shall be straight time for a 40-hour work week and overtime for over 40 hours per week for work on NHDOT projects.

An Inspector shall be paid the straight hourly rate for daily commuting travel time by private automobile from the closer of home or office to the worksite, or between jobsites, for time exceeding 1/2 hour each way. The distance and time shall be determined by the routing determination of currently available map and route navigation software (e.g., Google®, MapQuest®, Garmin®, TomTom®, etc.)

The total hourly rate of pay for an Assistant Welding Inspector shall be 80% of the in-shop Certified Welding Inspector (CWI-Shop).

An Inspector shall not work more than ten hours per day on any inspection assignment at a shop or jobsite without proper approval of the DEPARTMENT. The paid overlap time between two shifts shall not exceed one hour.

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Rev: November, 2003

STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

Proposal of HRV Conformance Verification Associates, Inc.
NAME

420 Rouser Road, Suite 400, Moon Township, PA 15108
ADDRESS

to furnish and deliver all materials and to perform all work in accordance with the Contract of the State of New Hampshire, Department of Transportation for roadway and bridge construction on which proposals will be received until 1:30 o'clock P.M., Prevailing Time on the 9th day of April, 2026. Said project being situated as follows:

Statewide 45422, 45423, 45424 Prequalified On-Call Structural Steel Inspection

N.H. Department of Transportation
John O. Morton Building
Room 130, Contract Section
P. O. Box 483
Concord, NH 03302-0483

Commissioner:

In accordance with the advertisement of the Department of Transportation inviting proposals for the project hereinbefore named and in conformity with the Plans and Specifications on file in the office of the Department of Transportation, I/WE hereby certify that I AM/WE ARE the only person, or persons, interested in this proposal as principals; that this proposal is made without collusion with any person, firm or corporation; that an examination has been made of the Plans, of the Standard Specifications, of the Standard Plans Book, of the Proposal, and applicable addendums, including but not restricted to the Special Attentions, Supplemental Specifications, and Special Provisions attached thereto, and also that an examination has been made of the site of the work; and I, or we, propose to furnish all necessary machinery, equipment, tools, labor and other means of construction, and to furnish all materials specified in the manner and at the time prescribed; and understand that the quantities of work as shown herein are approximate only and are subject to increase or decrease, and further understand that all quantities of work whether increased or decreased are to be performed at the following prices:

New Hampshire Department of Transportation

Contract for Statewide 45422 45423 45424 Prequalified, Low Bid, On-Call (2026-2029)
Structural Steel Inspection Services

CONTRACTOR'S BID SCHEDULE

Name of Firm: **HRV Conformance Verification Associates, Inc.**

Date: 1-Apr-26

Item	Labor Classification	Time	Approx. Hours	Contract Hourly Unit Labor Rate (in Words) Dollars	Cents	Labor Rate (numerals) Price $ / hr	Amount
1	**CWI-shop**	**straight**	6000	Eighty-One	Zero	$ 81.00	$ 486,000.00
2	**CWI-shop**	OT[5]	1200	Eighty-One	Zero	$ 81.00	$ 97,200.00
3	**CWI-field**	**straight**	200	Eighty-One	Zero	$ 81.00	$ 16,200.00
4	**CWI-field**	OT[5]	50	Eighty-One	Zero	$ 81.00	$ 4,050.00
5	**NDT**	**straight**	150	Eighty-One	Zero	$ 81.00	$ 12,150.00
6	**NDT**	OT[5]	50	Eighty-One	Zero	$ 81.00	$ 4,050.00
7	**NACE 2**	**straight**	600	Eighty-One	Zero	$ 81.00	$ 48,600.00
8	**NACE 2**	OT[5]	150	Eighty-One	Zero	$ 81.00	$ 12,150.00
		HRV Conformance Verification Associates, Inc.				**Total**	$ 680,400.00

Note:

1. This proposal shall be prepared by the Bidder (by filling in the shaded boxes using ink or type), with the contract unit hourly labor rates specified in both words and numerals. In the case of a discrepancy, the price in words shall govern. The Bidder is also responsible for calculating and providing the Amounts and Total.
2. Quantities of the labor classifications are given solely to provide a uniform basis for comparison of bids.
3. The sample quantities and the labor rates are for the entire three-year term of the contract.
4. The actual quantities required to do the contract work are unknown as job assignments will be made as needed.
5. The overtime labor rate shall not be less than the straight time labor rate for each labor classification.

Dated: April 1, 2026

(If a firm or individual)

Signature of Bidder _____

By _____

Address of Bidder _____

Names and addresses of members of the Firm:

_____

_____

_____

(If a Corporation)

Signature of Bidder H. Rochelle Stachel

Title President

By H. Rochelle Stachel

Business Address 420 Rouser Road, Suite 400, Moon Township, PA 15108

Incorporated under the laws of the State of Pennsylvania

Names of Officers;

President	H. Rochelle Stachel	420 Rouser Road, Suite 400 Moon Township, PA 15108
	Name	Address
Secretary	H. Rochelle Stachel	420 Rouser Road, Suite 400 Moon Township, PA 15108
	Name	Address
Treasurer	H. Rochelle Stachel	420 Rouser Road, Suite 400 Moon Township, PA 15108
	Name	Address

HRV Documents
Certificate of Good Standing

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 HRV CONFORMANCE VERIFICATION ASSOCIATES, INC. is a Pennsylvania Profit Corporation registered to transact business in New Hampshire on January 18, 2008. 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: **590072**
Certificate Number: **0007980927**

IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 14th day of July A.D. 2026.

David M. Scanlan
Secretary of State

HRV Documents
Certificate of Vote

CERTIFICATE OF VOTE

RE: Statewide 45423
On Call Structural Steel Inspection Services

I, H. Rochelle Stachel, owning 100% of all shares hereby certify that I am duly elected as the President, Secretary and Sole Director of HRV Conformance Verification Associates. Inc.

I hereby certify the following is a true copy of a vote taken at a meeting of the Board of Directors of the Corporation, duly called and held on (March 18, 2026) at which a quorum of the Board was present and voting.

VOTED:

The following individual was elected as sole director of the Corporation, to hold office until the first election of directors by the shareholders or until her successors are duly elected and qualified.

H. Rochelle Stachel is authorized to sign the above mentioned contract - Statewide 43896 On Call Structural Steel Inspection Services - on behalf of HRV Conformance Verification Associates. Inc.

LIST OF DIRECTORS:

Rochelle Stachel

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of July 22, 2026 and that H. Rochelle Stachel is the duly elected President and Sole Director of this corporation.

ATTEST:

H. Rochelle Stachel

President / Sole Director
H. Rochelle Stachel

Attachments: Statement of Incorporation of HRV
Minutes for Annual Meeting of BOD
Unanimous Written Consent of the BOD

COMMONWEALTH OF PENNSYLVANIA

DEPARTMENT OF STATE

03/18/2016

TO ALL WHOM THESE PRESENTS SHALL COME, GREETING:

HRV CONFORMANCE VERIFICATION ASSOCIATES, INC.

I, Pedro A. Cortés , Secretary of the Commonwealth of Pennsylvania do hereby certify that the foregoing and annexed is a true and correct photocopy of

Creation Filing filed on Mar 24, 2003 - Pages (2)

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Seal of the Secretary's Office to be affixed, the day and year above written

Pedro A. Cortés

Secretary of the Commonwealth

Certification Number: TSC160318141523-1

Verify this certificate online at http://www.corporations.pa.gov/orders/verify.aspx

100326-504

PENNSYLVANIA DEPARTMENT OF STATE
CORPORATION BUREAU

Articles of Incorporation-For Profit
(15 Pa.C.S.)

Entity Number: 3132466

___ Business-stock (§ 1306)
___ Business-nonstock (§ 2102)
x Business-statutory close (§ 2303)
___ Cooperative (§ 7102)
___ Management (§ 2703)
___ Professional (§ 2903)
___ Insurance (§ 3101)

Name: Louis W. Emmi, Esquire
Address: 201 Lebanon Shops, 300 Mt. Lebanon Boulevard
City: Pittsburgh, State: PA, Zip Code: 15234

Document will be returned to the name and address you enter to the left. ⇐

Fee: $100

Filed in the Department of State on MAR 2 4 2003

Secretary of the Commonwealth

ACTING

In compliance with the requirements of the applicable provisions (relating to corporations and unincorporated associations), the undersigned, desiring to incorporate a corporation for profit, hereby states that:

1. The name of the corporation *(corporate designator required, i.e., "corporation," "incorporated", "limited" "company" or any abbreviation. "Professional corporation" or "P.C")*:

HRV Conformance Verification Associates, Inc.

2. The (a) address of this corporation's current registered office in this Commonwealth *(post office box, alone, is not acceptable)* or (b) name of its commercial registered office provider and the county of venue is:

(a) Number and Street | City | State | Zip | County

30 Fawnvue Drive, McKees Rocks, PA 15136 Allegheny County

(b) Name of Commercial Registered Office Provider | County

c/o:

3. The corporation is incorporated under the provisions of the Business Corporation Law of 1988.

4. The aggregate number of shares authorized: 100

PA DEPT. OF STATE

MAR 2 4 2003

(6502 6- 505

DSCB:15-1306,2102/2303/2702/2903/3101/7102A-2

5. The name and address, including number and street, if any, of each incorporator *(all incorporators must sign below)*:

Name	Address
Louis W. Emmi, Esquire	201 Lebanon Shops, 300 Mt. Lebanon Boulevard, Pittsburgh, PA 15234

6. The specified effective date, if any: upon approval .
month/day/year hour, if any

7 Additional provisions of the articles, if any, attach an 8½ by 11 sheet.

8. *Statutory close corporation only*: Neither the corporation nor any shareholder shall make an offering of any of its shares of any class that would constitute a "public offering" within the meaning of the Securities Act of 1933 (15 U.S.C. 77a et seq.)

9. *Cooperative corporations only: Complete and strike out inapplicable term:*

The common bond of membership among its members/shareholders is:_____.

IN TESTIMONY WHEREOF, the incorporator(s) has/have signed these Articles of Incorporation this

17th day of March, 2003.

Signature

Signature

HRV
Quality. Assured.

MINUTES OF

ANNUAL MEETING OF BOARD OF DIRECTORS

The annual meeting of the Board of Directors of HRV Conformance Verification Associates, Inc. was held on the 18th day of March 2026 at 11:15 o'clock AM at 1537 Staunton Drive, Coraopolis, PA 15108.

The following person was present:

H. Rochelle Stachel being the only Director of the corporation.

H. Rochelle Stachel was chosen as Chairman and Secretary of the meeting.

The first business of the meeting was to elect officers of HRV Conformance Verification Associates, Inc. H. Rochelle Stachel was nominated as President and Secretary. No further nominations were made, the nominations were closed, and the director proceeded to vote on the nominees. The Director voted, the votes were counted, and H. Rochelle Stachel was elected President and Secretary of the corporation.

President's Report:

The Medical, Dental, Vision, Gap, Critical Illness, AD&D, Short Term and Long-Term Disability and Life insurance policies in effect as of March 18, 2026 are:

- Highmark – Medical & Dental (Base #10566406/Buy Up #10566408)
- Eye Med Vision #1001035
- Hartford – Life / AD&D /LTD, customer #005664550002, policy number 0GL887875

  Voluntary:
- Colonial HRV CI Critical Illness #E4732095
- Colonial HRV Accident #E4732095
- Colonial HRV STD #E4732095
- Hartford – Supplemental Life, customer #005664550002, policy number 0GL887875
- TransAmerica – GAP Insurance Account MZ0941794H0000A

All other insurance policies in effect March 18, 2026, and the agents representing the respective insurance companies will continue until further notice.

Cherry Bekaert, LLC will serve as the company's certified audit firm, the FAR audit firm, and the company's tax advisor and tax preparer until further notice.

401K committee meetings will continue quarterly.

The President's report was then accepted, passed, and adopted by resolution of the Board of Directors.

There being no further business before the Board, upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary of the Meeting

UNANIMOUS WRITTEN CONSENT OF THE BOARD OF DIRECTORS

OF

HRV CONFORMANCE VERIFICATION ASSOCIATES, INC.

In Lieu of Organizational Meeting

We, the undersigned, being all of the Directors of the above named Pennsylvania corporation (the "Corporation)", in accordance with the applicable provisions of the Pennsylvania Business Law, do hereby consent to, approve and adopt the following resolutions in lieu of an organization meeting:

RESOLVED, that the Articles of Incorporation of the Corporation in the form attached are hereby accepted and ordered placed in the minute book; and

FURTHER RESOLVED, that By-Laws in the form attached hereto are hereby accepted as the By-Laws of the Corporation and ordered placed in the minute book;

FURTHER RESOLVED, that the form of stock certificate attached hereto and labeled "Specimen" is hereby accepted as the form of stock certificate for the corporation's ($1 par value) common stock; and

FURTHER RESOLVED, that the seal, an impression of which is affixed hereto is hereby adopted as the corporate seal of this Corporation; and

FURTHER RESOLVED, that the following persons are hereby elected to the offices of the Corporation set forth beside their respective names to serve for such term and to be paid such compensation as this Board of Directors shall from time to time determine:

NAME	OFFICE
Rochelle Stachel	President/Secretary/Treasurer

FURTHER RESOLVED, that the proper officers of the Corporation, in its name and on its behalf, are hereby authorized to open checking and banking accounts with such banking institutions as such officers shall from time to time determine, and the printed form of resolutions prepared by such banking institutions that are from time to time attached to the resolutions of this Board of Directors shall adopt as the resolutions of this Board of Directors; and

WHEREAS, the Corporation has received an offer from Rochelle Stachel to purchase 100 shares of the Corporation's ($ 1 par value) common stock for a purchase price of $ 1 per share;

RESOLVED, that in the judgement of the board of Directors, the price of $ 1 per share is good and sufficient consideration for the shares offered to be purchased therefore and the offer of $100.00 is hereby accepted; and that the president and secretary of the Corporation are hereby authorized and directed, upon receipt of payment in cash of $ _____ per share from Rochelle Stachel, to execute in the name of and deliver on behalf of the Corporation, and under its corporate seal, a certificate to Rochelle Stachel for 100 shares of the Corporation's fully paid and non-assessable common stock; and

WHEREAS, the Corporation has received offers from each of the individuals listed below to purchase the number of shares of the Corporation's ($ 1 par value) Common Stock set forth opposite each of their names, for the price of $ 1 per share:

NAME	NUMBER OF SHARES
Rochelle Stachel	100

it is

RESOLVED, that in the judgement of the board of Directors, the price of $ 1 per share is good and sufficient consideration for the shares offered to be purchased therefore, and the offers of the above named individuals are hereby accepted; and that the President and Secretary of the Corporation are hereby authorized and directed, upon receipt of payment in cash of $ 1 per share from the above named individuals, to execute in the name of and deliver on behalf of the Corporation, and under its corporate seal, a certificate to each of the above named individuals for the number of shares of the Corporation's fully paid and non-assessable common stock set forth opposite their respective names; and

(S ELECTION-IRS)

FURTHER RESOLVED, that this board authorizes and directs the filing of an election of the Corporation to be treated as an S Corporation and that the proper officers of the Corporation are hereby authorized and directed to execute and file with the Internal Revenue Service the "Election by a Small Business Corporation", substantially in the form of the Internal Revenue Service Form 2553 attached hereto, with consents of shareholders affixed, as promptly as reasonably practical.

(S Election PA)

FURTHER RESOLVED, that the proper officers of the Corporation are hereby authorized and directed to execute and file with the Pennsylvania Revenue Department the S Corporation Election, substantially in the form of the Pennsylvania form REV-1640, attached hereto, with consents of shareholders affixed, as promptly as reasonably practical.

(End of S Election)

FURTHER RESOLVED, that the Treasurer is hereby authorized to pay all fees and expenses incident to and necessary for the organization of the Corporation; and

FURTHER RESOLVED, that the Corporation hereby adopts a fiscal year which shall end on December 31st of each year.

FURTHER RESOLVED, that the proper officers of this Corporation are hereby authorized and directed, on behalf of the Corporation and under its corporate seal, to make and file such certificates, reports or other instruments as may be required by law to be filed in any state, territory or dependency of the United States, or in any foreign country in which said officers shall find it advisable to file the same to authorize the Corporation to transact business in such state, territory, dependency or foreign country.

IN WITNESS THEREOF, the undersigned have hereunto set their hands this 31st day of May, 2003

Name

Name

HRV Documents
Certificate of Insurance

Client#: 73100 HRVCONF1

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/14/2026

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 any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Pamela Pelissero	
AssuredPartners of PA, LLC 501 Marketplace Avenue Suite 200 Coraopolis, PA 15108	PHONE (A/C, No, Ext): -	FAX (A/C, No):
	E-MAIL ADDRESS: pamela.pelissero@assuredpartners.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Travelers Indemnity Company	25658
INSURED HRV Conformance Verification Associates 420 Rouser Road, Suite 400 Coraopolis, PA 15108	INSURER B : US Specialty Insurance Company	29599
	INSURER C : Travelers Casualty Insurance Co America	19046
	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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR x XCU x Contractual Liabilit GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT x LOC OTHER:	Y	Y	6806X768704	01/01/2026	01/01/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$1,000,000 $1,000,000 $10,000 $1,000,000 $2,000,000 $2,000,000 $
C	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY	Y	Y	BA4X526627	01/01/2026	01/01/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$1,000,000 $ $ $ $
A	x UMBRELLA LIAB x OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $5000	Y	Y	CUP7X025550	01/01/2026	01/01/2027	EACH OCCURRENCE AGGREGATE 	$10,000,000 $10,000,000 $
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N: N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	Y	UB4X526756	01/01/2026	01/01/2027	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $1,000,000 $1,000,000 $1,000,000
B	Professional			USS2636293	01/01/2026	01/01/2027	$5,000,000/$5,000,000	
B	Pollution			USS2636293	01/01/2026	01/01/2027	Included in Prof Limits	
A	Valuable Papers			6806X768704	01/01/2026	01/01/2027	$100,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Contract Number 45423

NH Department of Transportation Bureau of Bridge Design is named as an additional insured on the General
(See Attached Descriptions)

CERTIFICATE HOLDER	CANCELLATION
NH Department of Transportation Bureau of Bridge Design John O. Morton Building P.O. Box 483 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

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DESCRIPTIONS (Continued from Page 1)

Liability and Auto Liability via a blanket additional insured endorsement where required by contract.
Umbrella is follow form.
Waiver of subrogation applied to General Liability and Auto Liability where permitted by law. Thirty day notice of cancellation applies except 10 days for non-pay.