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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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William Cass, P.E.
Commissioner

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

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

Bureau of Finance & Contracts
December 6, 2023

REQUESTED ACTION

Authorize the Department of Transportation to pay membership dues **retroactively** in the amount of \$34,000 for the period of July 1, 2023 through June 30, 2024 to the American Association of State Highway and Transportation Officials (AASHTO), Washington, DC, Vendor #170721, for continued membership in their STEM Outreach Solutions and Technical Training Solutions, from the date of Governor and Council approval through June 30, 2024. Funding is 100% Federal Funds.

Funding is available as follows:

	<u>FY 2024</u>
04-96-96-960315-3027 Employee Training	
026-500251 Organizational Dues	\$34,000

EXPLANATION

This is **retroactive** because membership invoices from AASHTO are received after the July 1 effective date.

Membership in AASHTO assists the New Hampshire Department of Transportation (NHDOT) in meeting its responsibility to address the transportation needs of the State of New Hampshire. This request is specifically for AASHTO's STEM Outreach Solutions and Technical Training Solutions. The STEM Outreach Solutions assists NHDOT to work with local schools to introduce hands-on educational modules to students to foster interest in transportation careers and civil engineering. AASHTO's Technical Training Solutions focuses on developing training products for technical staff in the areas of construction, maintenance and materials. Membership in this technical service program gives NHDOT access to online training modules covering a variety of topics in these areas.

Membership in AASHTO is on an agency basis, and only government agencies can belong. There are no individual memberships from either the public or private sectors. Member Department dues are calculated by AASHTO by distributing one-half total dues evenly among the 52 member departments, and distributing the other one-half of total dues in accordance with each member departments Federal-aid highway apportionments of the year in which the dues is scheduled.

AASHTO is a non-profit, non-partisan association representing the 50-member State Highway and Transportation Departments, the District of Columbia and Puerto Rico, and is essentially an instrument of the agencies. AASHTO's activities involve the principal transportation modes, with its major purpose to foster the development, operation and maintenance of an integrated national transportation system.

Founded in 1914, the American Association of State Highway and Transportation Officials is a legally incorporated non-profit entity and exist to be of service to its member departments. Composed primarily of the public officials in state agencies with responsibilities for highway and transportation, the Association also includes as an ex officio member, the U.S. Department of Transportation. In addition, a number of public highway transportation agencies in other nations belong to the Association as affiliate members and a number of sub-state transportation agencies in the United States belong as associate members.

Listed below are answers to standard questions required for Governor and Council organization dues and membership approval submissions:

1. How long has this organization been in existence and how long has this agency been a member of this organization?

AASHTO was founded in 1914; the Department has been a member since AASHTO's inception.

2. Is there any other organization, which provides the same or similar benefits that your agency belongs to?

There are no other organizations that provide these benefits to the Department.

3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?

AASHTO is over all 50 U.S. states, the Department is the only NH state agency that is a member.

4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.)

Membership dues are calculated by distributing one-half total dues evenly among the 52 member departments, and distributing the other one-half of total dues in accordance with each member departments Federal-aid highway apportionments of the year in which the dues is scheduled.

5. What benefit does the state receive from participating in this membership?

Membership in AASHTO assists the NH Department of Transportation in meeting its responsibility to address the transportation needs of the State of New Hampshire. As a member of AASHTO, the NH Department of Transportation benefits greatly in the following areas: setting technical engineering standards; conducting materials and products research and testing; providing training and career development; and offering a forum for considering national/international administrative, financial, legal, and operational state-of-the-art practices.

6. Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail.

AASHTO offers products and services that are software related and are available at an additional cost. AASHTO has many educational seminars in which the travel expenses are included in the membership fee.

7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.

This membership is not required to receive federal grants, participate in licensing or certification of exams.

8. Is there any travel included with this membership fee? Explain in detail any travel including the number of employees involved, the number of trips, destination of known and purposes of membership-supported trips.

Some travel to membership meetings are included with the membership fees, and can vary year to year.

9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and /or officers of the organization).

Various personnel within the Department participate in various activities with the different programs in AASHTO as necessary.

10. Explain in detail any negative impact to the state if the Agency did not belong to this organization.

Should the Department no longer be a member with AASHTO, all the benefits outlined in the Explanation would not be realized.

This resolution for FY 2024 will add membership dues for training technical service programs for Governor and Council approval.

Your approval of this resolution is respectfully requested.

Sincerely,



William J. Cass, P.E.
Commissioner

Attachments

FEDERAL I.D.: 53-0204654

INVOICE NO.: C000036-6200-2024

July 10, 2023

BILLED TO:

Mr. William Cass
Commissioner
New Hampshire Department of Transportation
PO Box 483 | 7 Hazen Drive
Concord, New Hampshire 03302-0483

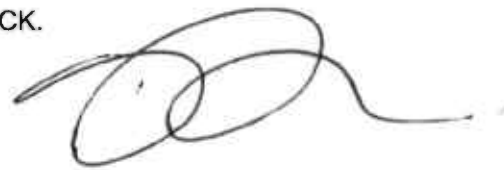
Support for FY 2024 participation in the following AASHTO Technical Service Program:

Technical Service Program	Amount
AASHTO Technical Training Solutions (Formerly Transportation Curriculum Coordination Council, TC3)	\$ 20,000
Total for New Hampshire Department of Transportation	\$ _____

PLEASE RETURN A COPY OF THIS INVOICE WITH YOUR CHECK.
YOUR CANCELLED CHECK IS YOUR RECEIPT.

Please make checks payable to: **AASHTO**

Send remittance to: AMER ASSOC STATE HIGHWAY TRAN OFFICIALS
P.O. Box 7155051
Philadelphia, PA, 19171-5051





Roger Millar, PE, FASCE, FAICP, *President*
Jim Tymon, *Executive Director*

FEDERAL I.D.: 53-0204654

INVOICE NO.: C000036-6310-2024

July 10, 2023

BILLED TO:

Mr. William Cass
Commissioner
New Hampshire Department of Transportation
PO Box 483 | 7 Hazen Drive
Concord, New Hampshire 03302-0483

Support for FY 2024 participation in the following AASHTO Technical Service Program:

Technical Service Program	Amount
AASHTO STEM Outreach Solutions (Formerly Transportation and Civil Engineering/Roadways Into Developing Elementary Students, TRAC/RIDES)	\$ 14,000
Total for New Hampshire Department of Transportation	\$ _____

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