



State of New Hampshire
Department of Revenue Administration

109 Pleasant Street
PO Box 487, Concord, NH 03302-0487
Telephone (603) 230-5000
www.revenue.nh.gov



MUNICIPAL AND PROPERTY
DIVISION
James P. Gerry
Director

Lindsey M. Stepp
Commissioner

Carolynn J. Lear
Assistant Commissioner

February 7, 2020

Samuel T. Greene
Assistant Director

City of Nashua
Attn: Kim Kleiner, Administrative Services Director
229 Main Street
Nashua, NH 03061

Re: 2020-22 Cyclical Revaluation Contract

Dear Ms. Kleiner,

Pursuant to RSA 21-J:11, the Contractor has submitted a contract to the Department (via email attachment on January 31, 2020) for its review and recommendations. The 2020-22 contract is the result of a Board of Tax and Land Appeals (BTLA) Reassessment Order and therefore also requires approval by the Department per Rev. 602.

The 2020-22 contract has been reviewed and the Department has attached a revised version with minor reference corrections. The Department is making no other contract language recommendations. The Department also approves the scope, contents and terms of the contract.

The DRA is also in receipt of insurance certificates, as required in Rev 607.01 (a) and the performance bond, as required in Rev 607.02. The Department suggests that the City require that all insurance and bonding be renewed as necessary; and to remain in force for the balance of the contract term. At present all Department conditions requisite for the signing of the contract by the contracting parties have been satisfied. Please provide renewed insurance and bond certificates when the present ones expire.

If you have any questions, please feel free to contact me at (603) 230-5963 or Samuel.Greene@dra.nh.gov.

Sincerely,

Sam Greene, Assistant Director
Municipal and Property Division

Cc. File

TDD Access: Relay NH 1-800-735-2964

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