



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

June 10, 2021

Taylor Caswell
Director
Governor's Office of Emergency Relief and Recovery
100 North Main Street, Suite 100
Concord, N.H. 03301

Dear Director Caswell,

Pursuant to my authority under RSA 21-P:43; RSA 4:45; RSA 4:47; and Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, 2020-15, 2020-16, 2020-17, 2020-18, 2020-20, 2020-21, 2020-23, 2020-24, 2020-25, 2021-01, 2021-02, 2021-04, 2021-05, 2021-06, 2021-08, and 2021-10 I have approved your written request, in attachment, to take the following actions related to the CARES Act Coronavirus Relief Funds:

1. Authority for the Governor's Office for Emergency Relief and Recovery (GOFERR) to allocate \$375,000 in Coronavirus Aid, Relief, and Economic Security (CARES) Act Coronavirus Relief Funds (CRF) to amend a sole source contract with FAST Enterprises, LLC. Budgeted consistent with the request, in attachment, effective through December 31, 2021. (100% Federal Funds)
2. Authority GOFERR to amend an existing contract with FAST Enterprises, LLC by adding \$375,000 to the contract price to cover additional vendor costs needed to provide the Department of Revenue Administration (DRA) needed support to create and run a Lodging Relief Program applications and payment process, as well as to support the reporting and related recoupment needs of DRA and GOFERR related to the Main Street Relief Fund (MSRF) 1.0 and 2.0 as well as the Self Employed Livelihood Fund (SELF). Budgeted consistent with the request, in attachment, effective through December 31, 2021. (100% Federal Funds)

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Chitche T. Sununu".

Christopher T. Sununu
Governor

CC: Charles Arlinghaus, Commissioner, Department of Administrative Services



STATE OF NEW HAMPSHIRE



GOVERNOR'S OFFICE

for

EMERGENCY RELIEF AND RECOVERY

June 9, 2021

His Excellency, Governor Christopher T. Sununu
State House
Concord, NH 03301

REQUESTED ACTION UNDER RSA 21-P:43; RSA 4:45; RSA 4:47; AND EXECUTIVE ORDER 2020-04, AS EXTENDED BY EXECUTIVE ORDERS 2020-05, 2020-08, 2020-09, 2020-10, AND 2020-14, 2020-15, 2020-16, 2020-17, 2020-18, 2020-20, 2020-21, 2020-23, 2020-24, 2020-25, 2021-01, AND 2021-02, 2021-04, 2021-05, 2021-06, 2021-08 AND 2021-10 and Executive Order 2020-06

Dear Governor Sununu,

1. The Governor's Office for Emergency Relief and Recovery (GOFERR) requests that the Governor allocate and authorize GOFERR to expend \$375,000 in Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding for an amendment to the sole source contract with FAST Enterprises, LLC, (VENDOR # 315203) 7229 S. Alton Way, Centennial, CO 80112, effective upon your approval through December 31, 2021. 100% Federal Funds.

Funding is available in account as follows: 01-02-02-020210-19110000

FY2021 and 2022
\$375,000

2. Contingent on the approval of item #1 above, authorize the Governor's Office of Emergency Relief and Recovery (GOFERR) pursuant to Executive Order 2020-06, dated April 14, 2020, and Executive Order 2020-04, as amended above, to execute an amendment to prior **sole source** contract with FAST Enterprises, LLC, 7229 S. Alton Way, Centennial, CO 80112, by adding \$375,000 to the contract price, to cover additional vendor costs needed to provide the Department of Revenue Administration (DRA) needed support to create and run a Lodging Relief Program Application and payment process, as well as to support the reporting and related recoupment needs of DRA and GOFERR related to Main Street Relief Fund (MSRF) 1.0 and 2.0, as well as the Self Employed Livelihood Fund (SELF), effective upon your approval through December 31, 2021.

EXPLANATION

The GOFERR was previously authorized to enter into a sole source contract with FAST to enable the MSRF 1.0 and 2.0, as well as the SELF Grant Applications and related information processing applications to be administered by the Department of Revenue Administration on behalf of the Governor's Office of Emergency Relief and Recovery, for the purpose of administering the Main Street Relief Fund Programs. The Governor has authorized a new program for Lodging Relief that needs to be administered by the DRA, as the grants will be based on the applicants already filed Rooms and Meals tax information.

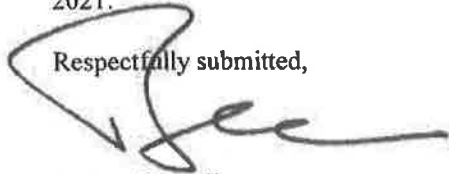
Additionally, DRA needs to take further actions to close out the MSRF 1.0 and 2.0 and SELF grant reporting and required recoupment that are beyond the scope of the original work contemplated.

This requested amendment is also **Sole Source** because this Contractor will be able to immediately provide professional staff to begin work at the Department to make necessary modifications to the Revenue Information Management System (RIMS) which has been in development by the Contractor since 2018 pursuant to a contract approved by Governor and Council October 31, 2018. The purpose of this amendment is to pay for the increased support that was and will be provided to assist with administering the CARES CRF funds to address the ongoing economic recovery response to the COVID-19 pandemic.

Due to the desired start date for the Lodging Relief program and need to send out notices on MSRF and SELF, the final contract amendment has not been completed yet. However, the executive pricing summaries from the vendor for this scope of work are attached.

All expenses due to COVID-19 for this contract must be incurred by the vendor before December 31, 2021.

Respectfully submitted,



Taylor Caswell,
Executive Director, GOFERR