



STATE OF NEW HAMPSHIRE

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GOVERNOR'S OFFICE

for

EMERGENCY RELIEF AND RECOVERY

June 6, 2025

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

REQUESTED ACTION

Authorize the Governor's Office for Emergency Relief and Recovery (GOFERR) to enter into a 22-month Interagency Memorandum of Understanding (MOU) with the Department of Business and Economic Affairs (BEA) (VC#287201) for an amount not to exceed \$77,935.44 to lease office space located at 100 North Main Street, Concord, NH 03301 as part of the State's continuing COVID-19 relief and recovery efforts, effective upon Governor and Executive Council approval for the period July 1, 2025 through April 30, 2027. 100% Federal Funds.

Funding is contingent on Fiscal Committee and Governor and Executive Council approval of a transfer request for \$74,393 to be presented to Fiscal Committee at its June 20, 2025 meeting and to Governor and Council on this agenda.

02-002-002-020210-19110000 Governor's Office for Emergency Relief and Recovery, Office of the Director

Table with 4 columns: State FY, Class-Account, Class Title, Amount. Rows for 2026, 2027, and a Total row.

EXPLANATION

GOFERR's current lease with Granite Center, LLC expires on June 30, 2025. From July 2025 onwards, GOFERR will be subletting office space from BEA, which will allow GOFERR to retain space in the same building which is customized for staff needs and is suitable for its continued operations.

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GOFERR will transfer to BEA a sum of \$3,542.52 monthly, equating to \$42,510.24 annually, for the lease of dedicated office space in BEA's building. This includes 827 square feet of dedicated GOFERR office space plus 1,114 square feet of office space in common with BEA use. The common office space portion of the rent has been shared pro-rata with BEA.

In the event that Federal Funds are no longer available, General Funds will not be requested to support this request.

Respectfully submitted,

Thomas Broderick

Tom Broderick
Deputy Director, GOFERR

Respectfully submitted,



Taylor Caswell
Commissioner, BEA

**State of New Hampshire
Interagency Memorandum of Understanding**

The Governor's Office for Emergency Relief and Recovery (GOFERR), a duly constituted instrumentality of the executive branch of the State of New Hampshire and the Department of Business and Economic Affairs ("BEA"), a duly constituted executive department of the State of New Hampshire, hereby agree as follows:

GOFERR will pay to BEA a sum of \$3,542.52 monthly, equating to \$42,510.24 annually, for the lease of dedicated office in BEA's building located at 100 North Main Street, Concord, New Hampshire 03301. This includes 827 square feet of dedicated GOFERR office space plus 1,114 square feet of office space common with BEA use. The common office space portion of the rent has been shared pro-rata with BEA.

The lease shall run from July 1, 2025, to April 30, 2027, with the total amount not to exceed \$77,935.44. The parties agree that this MOU may be cancelled at any time.

Funds shall be paid out of GOFERR's administrative budget and funded through Coronavirus State and Local Fiscal Recovery Funds (SFRF) established by the American Rescue Plan Act of 2021 (ARPA), H.R. 1319, Section 9901 on March 11, 2021, provided by the United States Department of Treasury, CFDA number 21.027 to the State of New Hampshire, Federal Award Identification Number (FAIN) number SLFRP0145.

This MOU is not a contract or a sub-recipient agreement, rather it is a mechanism to implement the allocation between component parts of State government from GOFERR to BEA.

Disputes under this MOU which cannot be resolved between GOFERR and BEA shall be referred to the Department of Justice, Civil Bureau, for review and resolution.

Governor's Office for Emergency Relief & Recovery

Thomas Broderick

Tom Broderick, Deputy Director

6/6/25

Date

Department of Business and Economic Affairs

Taylor Caswell

Taylor Caswell,
Commissioner, BEA

6/6/25

Date

Approved by the Attorney General (Form, Substance and Execution)

Louise D. Williams

Louise Williams, Assistant Attorney General

6/6/25

Date

Approved by Governor and Executive Council

Date