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New Hampshire Department of
BUSINESS AND
ECONOMIC AFFAIRS

July 3, 2025

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

REQUESTED ACTION

Authorize the New Hampshire Department of Business and Economic Affairs (BEA) to lease an additional 1,891 sf located at One Eagle Square, Concord, NH 03301 by Retroactively amending the lease agreement with Granite Center, LLC (VC306217) Concord, NH 03301 by increasing the price limitation in the amount of $127,689.77, from $4,008,377.30 to $4,136,067.07 with no change to the completion date, effective upon Governor and Council approval for the period July 1, 2025, through July 31, 2028. The original lease was approved by Governor and Council on June 20, 2018, Item #88 and amended August 4, 2021, Item # 47. 100% General Funds.

Funds are available in the following accounts for Fiscal Years 2026 and 2027 and are anticipated to be available in Fiscal Year 2028 and 2029, upon the availability and continued appropriation of funds in the future operating budgets, with the authority to adjust encumbrances between fiscal years within the price limitation through the Budget Office, if needed and justified.

03-22-022-220010-20070000, Office of the Commissioner

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY19	022-500248	Rents/Leases Other than State	$ 261,296.24	$ -	$ 261,296.24
FY20	022-500248	Rents/Leases Other than State	$ 391,944.36	$ -	$ 391,944.36
FY21	022-500248	Rents/Leases Other than State	$ 391,944.36	$ -	$ 391,944.36
FY22	022-500248	Rents/Leases Other than State	$ 310,431.36	$ -	$ 310,431.36
FY23	022-500248	Rents/Leases Other than State	$ 301,125.06	$ -	$ 301,125.06
FY24	022-500248	Rents/Leases Other than State	$ 315,339.66	$ -	$ 315,339.66
FY25	022-500248	Rents/Leases Other than State	$ 312,469.94	$ -	$ 312,469.94
FY26	022-500248	Rents/Leases Other than State	$ 151,573.28	$ 41,412.90	$ 192,986.18
FY27	022-500248	Rents/Leases Other than State	$ 185,750.40	$ 41,412.90	$ 227,163.30
FY28	022-500248	Rents/Leases Other than State	$ 185,738.64	$ 41,412.90	$ 227,151.54
FY29	022-500248	Rents/Leases Other than State	$ 32,662.03	$ 3,451.07	$ 36,113.10
			$ 2,840,275.33	$ 127,689.77	$ 2,967,965.10

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03-22-022-221510-21980000, Planning Admin

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY22	022-500248	Rents/Leases Other than State	$ 22,520.50	$ -	$ 22,520.50
FY23	022-500248	Rents/Leases Other than State	$ 27,024.48	$ -	$ 27,024.48
FY24	022-500248	Rents/Leases Other than State	$ 5,810.28	$ -	$ 5,810.28
FY25	022-500248	Rents/Leases Other than State	$ 5,200.00	$ -	$ 5,200.00
FY26	022-500248	Rents/Leases Other than State	$ 27,024.60	$ -	$ 27,024.60
FY27	022-500248	Rents/Leases Other than State	$ 27,024.60	$ -	$ 27,024.60
FY28	022-500248	Rents/Leases Other than State	$ 27,024.60	$ -	$ 27,024.60
FY29	022-500248	Rents/Leases Other than State	$ 2,252.05	$ -	$ 2,252.05
			$ 143,881.11	$ -	$ 143,881.11

03-22-022-220510-14530000, Office of Workforce Opportunity

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY22	022-500248	Rents/Leases Other than State	$ 35,010.00	$ -	$ 35,010.00
FY23	022-500248	Rents/Leases Other than State	$ 33,413.16	$ -	$ 33,413.16
FY24	022-500248	Rents/Leases Other than State	$ 33,452.76	$ -	$ 33,452.76
FY25	022-500248	Rents/Leases Other than State	$ 33,452.76	$ -	$ 33,452.76
FY26	022-500248	Rents/Leases Other than State	$ 33,494.70	$ -	$ 33,494.70
FY27	022-500248	Rents/Leases Other than State	$ 33,494.70	$ -	$ 33,494.70
FY28	022-500248	Rents/Leases Other than State	$ 33,494.70	$ -	$ 33,494.70
			$ 235,812.78	$ -	$ 235,812.78

03-22-022-220510-14500000, Procurement & Govt Contracts

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY22	022-500248	Rents/Leases Other than State	$ 24,683.00	$ -	$ 24,683.00
FY23	022-500248	Rents/Leases Other than State	$ 23,607.48	$ -	$ 23,607.48
FY24	022-500248	Rents/Leases Other than State	$ 23,607.48	$ -	$ 23,607.48
FY25	022-500248	Rents/Leases Other than State	$ 23,607.48	$ -	$ 23,607.48
FY26	022-500248	Rents/Leases Other than State	$ 21,291.60	$ -	$ 21,291.60
FY27	022-500248	Rents/Leases Other than State	$ 21,291.60	$ -	$ 21,291.60
FY28	022-500248	Rents/Leases Other than State	$ 21,291.60	$ -	$ 21,291.60
			$ 159,380.24	$ -	$ 159,380.24

03-22-022-220510-14490000, Offc of International Commerce

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY22	022-500248	Rents/Leases Other than State	$ 13,684.00	$ -	$ 13,684.00
FY23	022-500248	Rents/Leases Other than State	$ 12,916.80	$ -	$ 12,916.80
FY24	022-500248	Rents/Leases Other than State	$ 12,916.80	$ -	$ 12,916.80
FY25	022-500248	Rents/Leases Other than State	$ 12,916.80	$ -	$ 12,916.80
FY26	022-500248	Rents/Leases Other than State	$ 12,925.80	$ -	$ 12,925.80
FY27	022-500248	Rents/Leases Other than State	$ 12,925.80	$ -	$ 12,925.80
FY28	022-500248	Rents/Leases Other than State	$ 12,925.80	$ -	$ 12,925.80
			$ 91,211.80	$ -	$ 91,211.80

03-22-022-22-24410000, Broadband Connectivity FD ARP

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY22	022-500248	Rents/Leases Other than State	$ 8,136.00	$ -	$ 8,136.00
FY23	022-500248	Rents/Leases Other than State	$ 10,440.96	$ -	$ 10,440.96
FY24	022-500248	Rents/Leases Other than State	$ 10,440.96	$ -	$ 10,440.96
FY25	022-500248	Rents/Leases Other than State	$ 10,440.96	$ -	$ 10,440.96
FY26	022-500248	Rents/Leases Other than State	$ 10,429.20	$ -	$ 10,429.20
			$ 49,888.08	$ -	$ 49,888.08

03-22-022-221510-36360000, Broadband-IIJA BEAD

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY24	022-500248	Rents/Leases Other than State	$ 6,960.00	$ -	$ 6,960.00
FY25	022-500248	Rents/Leases Other than State	$ 6,960.00	$ -	$ 6,960.00
FY26	022-500248	Rents/Leases Other than State	$ 6,952.80	$ -	$ 6,952.80
FY27	022-500248	Rents/Leases Other than State	$ 6,952.80	$ -	$ 6,952.80
FY28	022-500248	Rents/Leases Other than State	$ 17,382.00	$ -	$ 17,382.00
			$ 45,207.60	$ -	$ 45,207.60

03-22-022-220510-26420000, ARP Housing Investment

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY23	022-500248	Rents/Leases Other than State	$ 10,440.96	$ -	$ 10,440.96
FY24	022-500248	Rents/Leases Other than State	$ 10,440.96	$ -	$ 10,440.96
FY25	022-500248	Rents/Leases Other than State	$ 44,618.08	$ -	$ 44,618.08
			$ 65,500.00	$ -	$ 65,500.00

03-22-022-220510-26440000, Capacity Grant

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY25	022-500248	Rents/Leases Other than State	$ 3,480.00	$ -	$ 3,480.00
FY26	022-500248	Rents/Leases Other than State	$ 3,476.40	$ -	$ 3,476.40
FY27	022-500248	Rents/Leases Other than State	$ 3,476.40	$ -	$ 3,476.40
			$ 10,432.80	$ -	$ 10,432.80

03-22-022-220510-14480000, Economic Development Admin

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY26	022-500248	Rents/Leases Other than State	$ 46,096.80	$ -	$ 46,096.80
FY27	022-500248	Rents/Leases Other than State	$ 46,096.80	$ -	$ 46,096.80
FY28	022-500248	Rents/Leases Other than State	$ 49,573.20	$ -	$ 49,573.20
			$ 141,766.80	$ -	$ 141,766.80

03-22-022-220010-21750000, Safety Rest Areas

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY26	022-500248	Rents/Leases Other than State	$ 17,190.60	$ -	$ 17,190.60
FY27	022-500248	Rents/Leases Other than State	$ 17,190.60	$ -	$ 17,190.60
FY28	022-500248	Rents/Leases Other than State	$ 17,190.60	$ -	$ 17,190.60
			$ 51,571.80	$ -	$ 51,571.80

03-22-022-220017-21760000, Safety Rest Areas Turnpike

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY26	022-500248	Rents/Leases Other than State	$ 3,476.40	$ -	$ 3,476.40
FY27	022-500248	Rents/Leases Other than State	$ 3,476.40	$ -	$ 3,476.40
FY28	022-500248	Rents/Leases Other than State	$ 3,476.40	$ -	$ 3,476.40
			$ 10,429.20	$ -	$ 10,429.20

03-22-022-221010-20130000, Division of Travel - Tourism

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY26	022-500248	Rents/Leases Other than State	$ 32,382.60	$ -	$ 32,382.60
FY27	022-500248	Rents/Leases Other than State	$ 32,382.60	$ -	$ 32,382.60
FY28	022-500248	Rents/Leases Other than State	$ 35,859.00	$ -	$ 35,859.00
			$ 100,624.20	$ -	$ 100,624.20

03-22-022-220010-30780000, Office of Outdoor Recreation

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY26	022-500248	Rents/Leases Other than State	$ 3,476.40	$ -	$ 3,476.40
FY27	022-500248	Rents/Leases Other than State	$ 3,476.40	$ -	$ 3,476.40
			$ 6,952.80	$ -	$ 6,952.80

03-22-022-221510-63900000, Housing Champions

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY26	022-500248	Rents/Leases Other than State	$ 4,571.40	$ -	$ 4,571.40
FY27	022-500248	Rents/Leases Other than State	$ 4,571.40	$ -	$ 4,571.40
FY28	022-500248	Rents/Leases Other than State	$ 15,012.36	$ -	$ 15,012.36
			$ 24,155.16	$ -	$ 24,155.16

Lease Summary

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Requested Action	Revised Lease Amount
FY19	022-500248	Rents/Leases Other than State	$ 261,296.24	$ -	$ 261,296.24
FY20	022-500248	Rents/Leases Other than State	$ 391,944.36	$ -	$ 391,944.36
FY21	022-500248	Rents/Leases Other than State	$ 391,944.36	$ -	$ 391,944.36
FY22	022-500248	Rents/Leases Other than State	$ 414,464.86	$ -	$ 414,464.86
FY23	022-500248	Rents/Leases Other than State	$ 418,968.90	$ -	$ 418,968.90
FY24	022-500248	Rents/Leases Other than State	$ 418,968.90	$ -	$ 418,968.90
FY25	022-500248	Rents/Leases Other than State	$ 453,146.02	$ -	$ 453,146.02
FY26	022-500248	Rents/Leases Other than State	$ 384,791.78	$ 41,412.90	$ 426,204.68
FY27	022-500248	Rents/Leases Other than State	$ 418,968.90	$ 41,412.90	$ 460,381.80
FY28	022-500248	Rents/Leases Other than State	$ 418,968.90	$ 41,412.90	$ 460,381.80
FY29	022-500248	Rents/Leases Other than State	$ 34,914.08	$ 3,451.07	$ 38,365.15
			$ 4,008,377.30	$ 127,689.77	$ 4,136,067.07

EXPLANATION

Justification and Purpose for Request:
Due to the timing of the lease amendment negotiations in April, followed by the required approvals from the Department of Justice, the Department of Administrative Services, and Procurement, and the first available meeting of the Long Range Capital Planning and Utilization Committee not occurring until June 30, 2025, this request is being submitted **retroactively**. BEA seeks authorization to finalize the securing of a lease amendment for the same location, with the proposes of allowing for an updated arrangement between BEA and GOFERR, which have been co-located within BEA's offices at 100 North Main Street since 2020, under more favorable terms, with the existing property owner. The new lease would reduce the rate to $21.90 per square foot, resulting in a cost savings of $1.79 per square foot, or a combined savings of $3,384.89 annually. GOFERR is 100% federally funded.

GOFERR's current lease, which expired June 30, 2025, was $23.69 per square foot. Moving that lease to this arrangement will reduce the lease cost to $21.90 per square foot.

In addition to reduced cost, this change allows for the most efficient use of space for both BEA and GOFERR personnel. The space is fully furnished, has the required state DoIT infrastructure, secure key card access and sufficient parking. The GOFERR office meets the ADA standards as outlined by the NH Governor's Commission on Disabilities.

Cost Considerations:

- BEA to assume the current GOFERR lease to reduce the annual square foot cost to GOFERR by $1.79 per square foot resulting in a combined agency savings of $3,384.89 annually.
- GOFERR entered into a MOU with BEA for continued utilization of leased premises (approved at Governor and Council 6/25/2025 item #87) at a reduced rate of $21.90 per square feet, (down from $23.69 per square feet). Anticipated rent allocation to be paid by GOFERR at $21.90 per square feet is $42,510.24 annually.

Background and Funding Source:
The Governor's Office for Emergency Relief and Recovery (GOFERR) was established by Executive Order in April 2020. GOFERR's role is to manage federal COVID relief funds provided to the State under the CARES Act in 2020 and the American Rescue Plan in 2021. The GOFERR office is 100% funded with federal ARPA funding. CARES and ARPA monitoring and audit activities are expected to continue through at least 2028. These activities are critical to protecting state investments and project management to avoid any exposure to federal claw backs. GOFERR continues managing these programs and projects, conducting near-constant project monitoring and accounting, regularly reporting to US Treasury, preparing for and participating in regular federal and state audits, and providing technical assistance for virtually all agencies of State Government.

BEA Commissioner Taylor Caswell has served in his role at BEA as well as the Director of GOFERR since 2020. Since the establishment of GOFERR, their offices have co-located at BEA. For most of 2020, the GOFERR operation used an entire floor of the BEA office while most of State Government staff remained remote during the pandemic under the State of Emergency. Since that time, GOFERR has maintained a staff and space within the BEA office. This item formalizes the lease relationship between GOFERR and BEA for the space used.

This request represents the continuation of leasing available space currently used by BEA and GOFERR in a manner that is efficient and reduces overall cost.

The Attorney General's office has approved this contract as to form, substance and execution.

BEA has determined that the vendor 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.

Respectfully Submitted,

Taylor Caswell
Commissioner

Approved by the Long Range Capital Planning and Utilization Committee June 30, 2025

LRCP 25-024

BEA New Hampshire Department of BUSINESS AND ECONOMIC AFFAIRS

June 6, 2025

The Honorable Representative John Graham, Chairman
Long Range Capital Planning and Utilization Committee
Legislative Office Building - Room 201
Concord, NH 03301

REQUESTED ACTION

Pursuant to RSA 4:39-b, the New Hampshire Department of Business and Economic Affairs (BEA) respectfully requests approval to enter into a 37 month lease amendment with Granite Center, LLC (VC306217) PO Box 1438, Concord, NH (formerly Maple Valley Manchester Partners, LLC dba Brady Sullivan Properties, 670 Commercial Street, Suite 303, Manchester, NH 03101) (the "Landlord") by increasing the square footage 1,891 square feet from 19,131 to 21,022 for continued occupation of building space located at One Eagle Square, Main Street, Suite 100, 200 and 301, Concord, NH 03301. The term for this lease amendment is July 1, 2025, to July 31, 2028. This amendment increases the total lease payments by $127,689.78 from $4,008,377.30 to $4,136,067.07 for the cumulative 10-year lease period.

EXPLANATION

On June 20, 2018, Item 88, the Governor and Council approved a 10-year Lease Agreement for BEA with Maple Valley Manchester Partners, LLC dba Brady Sullivan Properties (now known as Granite Center LLC) for One Eagle Square, Main Street, Suite 100 and 200 for the period August 1, 2018, to July 31, 2028.

On April 12, 2023, Item 75, the Governor and Council approved a 3-year Lease Agreement for Governor's Office for Emergency Relief and Recovery's (GOFERR) with Granite Center LLC for One Eagle Square, Main Street, Suite 301 for the period May 1, 2023, to June 30, 2025.

GOFERR's current office lease expires on June 30, 2025 and GOFERR operations must continue. Under the current lease, GOFERR occupies space at an annual cost of $44,797.80, or $23.69 per square foot.

BEA is requesting authorization to secure a lease amendment for the same location, under more favorable terms, with the existing property owner. The new lease would reduce the rate to $21.90 per square foot, resulting in a cost savings of $1.79 per square foot, or $3,384.89 annually. GOFERR is 100% federally funded.

Proposed Lease Terms and Space Allocation:

- Upon the expiration of the current GOFERR lease, BEA will assume the lease for the space at the reduced rate of $21.90 per square foot.
- GOFERR will enter into a Memorandum of Understanding (MOU) with BEA to reimburse BEA for the square footage it occupies.
- This realignment of office space and costs provides increased operational and financial efficiency for both BEA and GOFERR.

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Background and Funding:

- GOFERR was established by Executive Order in 2020 to manage federal COVID relief funds under the CARES Act and later the American Rescue Plan (ARPA).
- GOFERR operations remain fully federally funded through ARPA administrative funds. While ARPA obligations were fully obligated as of December 2024, program oversight, reporting, monitoring, auditing, and technical assistance responsibilities continue through 2026.
- Since its inception, GOFERR has been co-located with BEA. Initially occupying an entire floor, GOFERR later downsized as staff returned to on-site work.
- .BEA Commissioner Taylor Caswell has served as the head of GOFERR since 2020.
- This new lease arrangement formalizes the long-standing co-location and allows GOFERR to continue operations at a more favorable rate through reimbursement to BEA for its space. Ensuring continued operational efficiencies and appropriate federal fund use.
- The office space is fully furnished, includes necessary state DoIT infrastructure, key card security access, sufficient parking, and meets ADA standards per the NH Governor's Commission on Disabilities.

Summary:

This request provides a cost-effective solution that maintains the co-location of BEA and GOFERR while optimizing space usage and realizing annual cost savings for both entities. The proposed lease ensures continuity of operations, financial efficiency, and compliance with both state and federal requirements.

Respectfully Submitted,

Taylor Caswell
Commissioner

DEPARTMENT OF ADMINISTRATIVE SERVICES
SYNOPSIS OF ENCLOSED LEASE CONTRACT

FROM: Karen L. Rantamaki, Director
Department of Administrative Services
Division of Plant and Property

DATE: June 5, 2025

SUBJECT: Attached Lease Agreement
Approval respectfully requested

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

LESSEE: Department of Business and Economic Affairs, 100 North Main Street, Suite 100, Concord, NH 03301

LESSOR: Granite Center, LLC, 81 North Main Street, L4, Concord, NH 03301

DESCRIPTION: Approval of the enclosed will authorize amending BEA's existing 10-year lease by adding 1,891 SF of space to the remainder of their original lease. The price will increase $127,689.78 over the cost of the remaining 3 years. (BEA to charge GOFERR via MOU). Property is located at 1 Eagle Sq., 100 N. Main St., Concord, NH 03301.

TERM: 3.1 years – commencing July 1, 2025, and ending July 31, 2028. No Extensions.

RENT: Monthly rent will increase $41,412.00 for each year of the remainder of the lease. The price will remain as $21.90 per square foot. Total rent increase for the term of the lease (37 months) is $127,689.78.

JANITORIAL & RECYCLING: Janitorial services to be performed by the tenant per the terms of the lease.

UTILITIES: Utilities are included in the lease.

PARKING: Parking is included in the lease.

TERM COST INCREASE: $127,689.78

NEW TOTAL TERM COST: $4,136,067.07

PUBLIC NOTICE: BEA obtained a waiver from the competitive RFP requirements signed March 6, 2025.

CLEAN AIR PROVISIONS: Clean air requirements were met in accordance with the original lease.

BARRIER-FREE DESIGN COMMITTEE: A Letter of Opinion was issued by ABFDC indicating that the location meets barrier free requirements and there are no outstanding conditions to be met. The meeting was held on February 18, 2025.

OTHER: Approval of the enclosed agreement is recommended.

The enclosed contract complies with the State of New Hampshire, Division of Plant and Property rules and has been reviewed and approved by the Department of Justice.

Approved by: Department of Administrative Services

Karen Rantamaki

Karen L. Rantamaki, Director, Plant & Property

BEA New Hampshire Department of BUSINESS AND ECONOMIC AFFAIRS

March 6, 2025

Charles M. Arlinghaus, Commissioner
Department of Administrative Services
25 Capitol Street
Concord, NH 03301

Dear Commissioner,

The lease for the Governor's Office for Emergency Relief and Recovery (GOFERR) terminates on June 30, 2025. The leased premises (Suite 301) is comprised of 1891 square feet, at a cost of $23.69 per square foot or $44,798.00 annually. The Department of Business and Economic Affairs (BEA) is looking to assume the lease space as part of its existing 10-year lease with Granite Center LLC. As such, we are requesting a waiver from public notice requirement for leased space, pursuant to Chapter Adm 800 rules PART Adm 804.01 Waiver Procedure.

GOFERR personnel, is currently comprised of eight staff members, down from a high of 16 employees at its inception. During this time BEA has added new programs and personnel such as Broadband and Invest NH. Departmental space is at a premium.

BEA currently leases 19,131 square feet at $21.90 per square foot for a total of $418,968.90 per year at 100 No. Main Street, Suite 100, and Suite 302, Concord NH 03301. Our lease expires June 30, 2029. BEA seeks to assume Suite 301, 1891 square feet of contiguous space as part of its 10-year lease at the same rate of $21.90 per square foot. A cost reduction of $1.79 per square feet.

Assuming the GOFERR lease will allow BEA to:

- Relocate GOFERR personnel to a smaller space within BEA. An MOU to be drawn up to allow GOFERR to reimburse BEA for total square footage used.
- Relocate Administration & Operations, Finance-Business Office, Human Resources, and Visitor Services Teams to Suite 301 at a square foot rate that is less than GOFERR's current lease.
- Allow for relocation of work teams within the leased space to increase efficiency.

BEA believes this is the best course of action as it secures contiguous space within our leased premises located near the State House. It allows for the efficient use of space for both BEA and GOFERR personnel. The space is fully furnished, has the required state DoIT infrastructure, secure key card access and sufficient parking. Suite 301 meets the ADA standards as outlined by the NH Governor's Commission on Disabilities. Assuming the GOFERR lease upon its termination, and with our current landlord, is cost effective. The space is perfectly suited for the agency's needs.

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The approval of this waiver from public notice will allow the department to move forward with assuming the current GOFERR lease at our current location without the additional costs and/or disruptions associated with finding new space. We respectfully request your approval of this waiver.

Sincerely,

Taylor Caswell
Commissioner

Dept. of Admin. Services, Commissioner Signature

3-6-25
Date

NH Governor's Commission on Disability
Kelly A. Ayotte, Governor
Paul Van Blarigan, Chair
Charles J. Saia, Executive Director

To: **Governor's Office for Emergency Relief and Recovery**

From: **Architectural Barrier Free Design Committee**

Date: **February 18, 2025**

Re: **LETTER OF OPINION, Pursuant to the New Hampshire Code of Administrative Rules, ADM 808.01 (e) (4)**

Location: 1 Eagle Square, Suite 301, Concord, New Hampshire 03301

Term: May 1, 2018 through July 30, 2028 (commensurate with BEA)

Lessee: Governor's Office for Emergency Relief and Recovery (GOFERR)

Lessor: Foxfire Property Management, 81 N Main St., Concord, New Hampshire 03302

In accordance with the New Hampshire Code of Administrative Rules, codified in Adm. 808.01 (e) (4), the Governor's Commission on Disability's (GCD) Architectural Barrier Free Design Committee (ABFDC) has opined that the location referenced above and referred to herein, meets barrier free requirements pursuant to Abfd 300, Code for Barrier-Free Design. The proposed lease was reviewed during the Architectural Barrier Free Design Committee's **February 18, 2025,** meeting.

Although no comment or opinion is expressed regarding the New Hampshire State Building Code and the New Hampshire State Fire Code, and/or any other code; it is highly recommended, when applicable, relevant documentation be submitted to the local or state authority having jurisdiction, for any necessary approvals.

The Governor's Commission on Disability and/or the Architectural Barrier Free Design Committee cannot survey all state leased properties for compliance with the ADA or the New Hampshire Code for Barrier Free Design. However, as a safeguard for the State of New Hampshire, for the citizens of New Hampshire, and to ensure access for persons with disabilities, random site visits may be performed on an as-needed basis for compliance regarding accessibility.

The Lessee agrees that should the term of the lease, referenced above, be extended and/or amended, the Lessee will contact and state, in writing, to the GCD that there have been no material changes to the property.

The Lessee will fully complete and submit a GCD approved ADA Checklist for Existing Facilities with photographs and applicable documentation every (10) ten years, or sooner if lease is renewed, extended, amended, or if construction or renovations are undertaken in any manner. On a case-by-case basis, and at the discretion of the GCD, Lessee may postpone completion of the ADA Checklist for Existing Facilities. Future review of existing and new documentation, as well as future physical site visits may be conducted at the discretion of the GCD and/or the ABFDC.

This Letter of Opinion, which is based upon a review of all provided documentation, photographs, and representations regarding the premises and on the assurances of the Lessee for compliance therein, is issued with **NO OUTSTANDING CONDITIONS TO BE SATISFIED**.

Respectfully submitted by the **Architectural Barrier-Free Design Committee** on this **18th** day of **February 2025**.

Paul M. Kelley

Paul Kelley, Acting Chairperson
Architectural Barrier Free Design Committee

Cc: Charles J. Saia, Executive Director

Letter of Opinion GOFERR

Final Audit Report 2025-02-19

Created:	2025-02-19
By:	Deron Chu (deron.j.chu@gcd.nh.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAALHq-pVbdEUhCd3Qc2ev9Ga0oF5DSOaa2

"Letter of Opinion GOFERR" History

Document created by Deron Chu (deron.j.chu@gcd.nh.gov)
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Signer pmkelley87@comcast.net entered name at signing as Paul m Kelley
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Document e-signed by Paul m Kelley (pmkelley87@comcast.net)
Signature Date: 2025-02-19 - 8:39:19 PM GMT - Time Source: server

Agreement completed.
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SECOND AMENDMENT

THIS SECOND AMENDMENT (the "**Amendment**") is dated this 25th day of April, 2025, by and between Granite Center, LLC, a New Hampshire limited liability company (the "**Landlord**") and the State of New Hampshire acting by and through Department of Business and Economic Affairs (the "**Tenant**"). Landlord and Tenant are sometimes hereinafter referred to as the "**Parties**" collectively or a "**Party**" individually.

RECITALS

This Amendment is made with reference to the following facts:

A. Pursuant to that certain State of New Hampshire Department of Administrative Services Bureau of Planning and Management Standard Lease Agreement effective May 1, 2018 by and between Maple Valley Manchester Partners, LLC d/b/a Brady Sullivan and the Tenant, as approved by the Governor and Executive Council of the State of New Hampshire June 20, 2018 as item #88, as amended by that certain First Amendment dated July 9, 2021 between the Landlord and Tenant (collectively, the "**Lease**"), Landlord leased to Tenant Suites #100, #200 and #302 of that certain property located at One Eagle Square, Concord, NH 03301 (the "**Premises**"), all as more particularly described in the Lease,.

B. The Parties now desire to amend the Lease to increase the total square footage of the Premises.

NOW THEREFORE, in consideration of the mutual covenants, promises and conditions hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, as of the Effective Date the Parties agree as follows:

AGREEMENT

1. Recitals. The above Recitals are incorporated herein by reference.

2. Effective Date. The Effective Date of this Amendment will be July 1, 2025.

3. Demise of Premises.
   a. Section 2 Demise of Premises, Paragraph 1 of the Lease is hereby partially amended to read:

      "Location of Space to be leased: One Eagle Square – 100 Main Street Suite 100, 200, 301 and 302, Concord, NH 03301"

   b. Section 2 Demise of Premises, Paragraph 2 of the Lease is hereby partially amended to read:

      "The demise of the premises consists of: First Floor, Second Floor, Suite 301 of the Third Floor, Suite 302 of the Third Floor, approximately 21,022 square feet total"

4. Exhibit A. Part I ("Rental Schedule") of Exhibit A ("Schedule of Payments") is deleted in its entirety and replaced with the following:

"Rent for the Premises shall be due and payable in accordance with the rental schedule below. The approximate cost per "Square Foot" (SF) documented below is based on the 21,022 square foot demise of the Premises in accordance with Section 2 herein as follows:

10 - YEAR RENTAL SCHEDULE

Per Ssquare Foot Cost $21.90

Year	From	To	Sq Ft	# Mos.	Monthly Cost	Annual Cost
1	November 1, 2018	July 31, 2019	17,897	9	32,662.03	293,958.27
2	August 1, 2019	July 31, 2020	17,897	12	32,662.03	391,944.36
3	August 1, 2020	July 31, 2021	17,897	12	32,662.03	391,944.36
4a	August 1, 2021	August 31, 2021	17,897	1	32,662.03	32,662.03
4b	September 1, 2021	July 31, 2022	19,131	11	34,914.08	384,054.88
5	August 1, 2022	July 31, 2023	19,131	12	34,914.08	418,968.90
6	August 1, 2023	July 31, 2024	19,131	12	34,914.08	418,968.90
7a	August 1, 2024	June 30, 2025	19,131	11	34,914.08	384,054.82
7b	July 1, 2025	July 31, 2026	19,131	1	38,365.15	38,365.15
8	August 1, 2025	July 31, 2026	21,022	12	38,365.15	460,381.80
9	August 1, 2026	July 31, 2027	21,022	12	38,365.15	460,381.80
10	August 1, 2027	July 31, 2028	21,022	12	38,365.15	460,381.80
						$ 4,136,067.07

5. Miscellaneous.

a. Capitalized Terms/Definitions. Each capitalized term used in this Amendment and not defined herein shall be deemed to have the same meaning ascribed to it in the Lease.

b. Continuing Effect. Except as specifically provided in this Amendment, the provisions of the Lease shall remain unchanged and in full force and effect. In the event of a conflict between the Lease and this Amendment, this Amendment shall control.

c. Authority. Each person executing this Amendment on behalf of a Party represents and warrants that it has the full power, authority, and legal right to execute and deliver this Amendment on behalf of such Party and that this Amendment constitutes the legal, valid and binding obligations of such Party, its heirs, representatives, successors and assigns, enforceable against such Party or Parties in accordance with its terms.

d. Counterparts. To facilitate execution of this Amendment, this Amendment may be executed in one or more counterparts as may be convenient or required, and an executed copy of this Amendment delivered electronically by e-mail shall have the effect of an original, executed instrument. All counterparts of this Amendment shall collectively constitute a single instrument; but, in making proof of this Amendment, it shall not be necessary to produce or account for more than one such counterpart executed by each Party hereto. It shall not be necessary for the signature of, or on behalf of, each Party hereto, or that the signature of all persons required to bind any such Party appear on each counterpart of this Amendment.

e. Ratification. Each Party hereby ratifies and confirms its obligations under the Lease and represents and warrants to the other that it has no defenses thereto.

[Signatures on following page]

IN WITNESS WHEREOF, the Parties have duly executed this Amendment effective as of the day and year set forth above.

LANDLORD:
GRANITE CENTER, LLC

By: _____
Name: Stephen M. Duprey
Title: Majority Member

TENANT:
STATE OF NEW HAMPSHIRE ACTING BY AND THROUGH DEPARTMENT OF BUSINESS AND ECONOMIC AFFAIRS

By: _____
Name: Taylor Caswell
Title: Commissioner

Approval by New Hampshire Attorney General as to form, substance and execution:

By: _____, Assistant Attorney General, on June 2, 2025.

Approved by the New Hampshire Governor and Executive Council:

By: _____, on _____.

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BEA New Hampshire Department of BUSINESS AND ECONOMIC AFFAIRS

July 8, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire

REQUESTED ACTION

Authorize the Department of Business and Economic Affairs (BEA) to amend the terms of the Lease Agreement for the BEA office at One Eagle Square in Concord, NH, with Granite Center, LLC (Vendor #306217) of Concord, NH, by increasing the price limitation in the amount of $186,919.79, from $3,821,457.51 to $4,008,377.30, to add space for the Planning Division being transferred from the Office of Strategic Initiatives (OSI), effective upon Governor and Council approval through October 31, 2028. The original Lease was approved by Governor and Executive Council on June 20, 2018, Item #88. 100% General Funds

Funds are available in FY 2022 and FY 2023 and are anticipated to be available in FY 2024 through FY 2029 upon the availability and continued appropriation of funds in the future operating budgets.

03-22-220515-21980000 BUSINESS AND ECONOMIC AFFAIRS, OSI DIVISION OF PLANNING

Fiscal Year	Class/Object	Class Title	Current Lease Amount	Increase Amount	Revised Lease Amount
FY19	022-500248	Rents/Leases Other than State	$261,296.24		$261,296.24
FY20	022-500248	Rents/Leases Other than State	$391,944.36		$391,944.36
FY21	022-500248	Rents/Leases Other than State	$391,944.36		$391,944.36
FY22	022-500248	Rents/Leases Other than State	$391,944.36	$22,520.50	$414,464.86
FY23	022-500248	Rents/Leases Other than State	$391,944.36	$27,024.54	$418,968.90
FY24	022-500248	Rents/Leases Other than State	$391,944.36	$27,024.54	$418,968.90
FY25	022-500248	Rents/Leases Other than State	$391,944.36	$27,024.54	$418,968.90
FY26	022-500248	Rents/Leases Other than State	$391,944.36	$27,024.54	$418,968.90
FY27	022-500248	Rents/Leases Other than State	$391,944.36	$27,024.54	$418,968.90
FY28	022-500248	Rents/Leases Other than State	$391,944.36	$27,024.54	$418,968.90
FY29	022-500248	Rents/Leases Other than State	$ 32,662.03	$2,252.05	$ 34,914.08
		TOTAL	$3,821,457.51	$186,919.79	$4,008,377.30

EXPLANATION

In the current HB-2, OSI's Planning Division and its six staff members are being transferred to BEA. To accommodate these additional staff members, BEA will utilize space on the floor above their current office space. The landlord will include the additional footage to the current lease and maintain the same price per square foot.

The additional square footage will be approximately 1,234 square feet, and the renewal rate for the remainder of the original ten years (seven years and two months) is set at $21.90 per square foot with no escalation, an

100 North Main Street, Suite 100
Concord, New Hampshire 03301
603.271.2341
visitnh.gov nheconomy.com choosenh.com

increase of $27,024.54 annually. The rates include the Landlord's provision of heat, electricity, parking, real estate taxes, snow plowing and removal, and building and site maintenance. Additionally, the rates include all renovation and fit-up costs required by BEA to revamp the office space specific to the department's needs.

Since the original lease in June of 2018, the vendor has changed from Maple Valley Manchester Partners, LLC dba Brady Sullivan Properties, to Granite Street, LLC. The original lease start date was changed from August 1, 2018 to November 1, 2018, as the renovation and fit-up took longer than anticipated. This also changed the original lease total dollar amount from $3,919,443.60 to $3,821,457.51. These changes are noted in the amendment.

BEA expects that this location will serve the department well and will provide an effective, professional space that will allow the department to best meet the needs of the State of New Hampshire.

Respectfully Submitted,

Taylor Caswell
Commissioner

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STATE OF NEW HAMPSHIRE
DEPARTMENT of BUSINESS and ECONOMIC AFFAIRS
DIVISION of ECONOMIC DEVELOPMENT

172 Pembroke Road Concord, New Hampshire 03301
Phone: 603-271-2341 www.nheconomy.com

April 15, 2017

His Excellency, Governor Christopher T.Sununu
And the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Business and Economic Affairs (BEA) to enter into a 10-year lease term agreement with Maple Valley Manchester Partners, LLC dba Brady Sullivan Properties (VC #267029) of Manchester, NH for approximately 17,897 square feet of space located at One Eagle Square, Suite 100 and 200, Concord, NH 03301 effective upon Governor and Executive Council approval and contingent upon the Governor signing HB1356 into law, for the period of August 1, 2018 to July 31, 2028, for an amount not to exceed $3,919,443.60, subject to the schedule of annual rent and certain limited improvements as specified. **100% General Funds**

Funding for FY2019 is subject to the signing of HB1356, and funding for FY2020 through FY2029 is contingent upon availability and continued appropriation:

03-22-22-220010-20070000 Administrator – Support 022-500248 Rent-Leases Other than State	
FY2019	$359,282.33
FY2020	$391,944.36
FY2021	$391,944.36
FY2022	$391,944.36
FY2023	$391,944.36
FY2024	$391,944.36
FY2025	$391,944.36
FY2026	$391,944.36
FY2027	$391,944.36
FY2028	$391,944.36
FY2029	$ 32,662.03

EXPLANATION

The Department of Business and Economic Affairs (BEA) wishes to enter into a ten-year term lease agreement. Approval of the proposed lease will authorize the BEA to relocate from its existing office space at 172 Pembroke Road, Concord, NH.

Prior to Fiscal Year 2018, the former Department of Resources and Economic Development (DRED) was comprised of four divisions: the Divisions of Parks and Recreation (P&R), Forests and Lands (F&L), Economic Development (DED) and Travel and Tourism Development (DTTD).

As of July 1, 2017, there are two separate distinct departments organized as follows: The Department of Natural and Cultural Resources, consisting of the P&R and F&L divisions and its existing commissioner's

office administrative support element while assimilating the former Department of Cultural Resources. BEA consists of the DED and DTTD divisions along with its commissioner's office administrative support element. The former department occupied approximately 30,000 square feet of office space at Pembroke Road. With the reorganization into two separate entities and because the current property cannot accommodate the department's need for more space, BEA will be vacating this location in order to establish the department at a separate location.

The reorganization generated a need to act in an expedited manner to establish office space that is in alignment with BEA's mission and objective and the department sought out and was approved for a waiver to the Request for Proposal (RFP) notice process pursuant to Administrative Rule 610.11 (c) (l) d. and e. in July of 2017. (Exhibit A).

BEA conducted a space search soliciting "letters of interest" for leased space through the publication of a RFP for commercial office real estate in the downtown Concord area within walking distance and proximity of the NH State House that would be able to accommodate the BEA staff (51+ employees) with room for growth. The search produced two proposals; one proposal for space at One Eagle Square, and one for space in the Capital Commons building at 11 South Main Street. Both properties were toured several times by staff assigned to the BEA Relocation Committee. The property at One Eagle Square was identified to be the lower cost option over the ten-year period. By agreeing to a ten year lease in lieu of a five year, the department was able to save the State $7/square foot.

The square footage will be approximately 17,897 square feet. The renewal rate for Years One through Ten is set at $21.90 per square foot with no escalation, $391,944.60 annually. The rates include the Landlord's provision of heat, electricity, parking, real estate taxes, snow plowing and removal, and building and site maintenance. Additionally, the rates include all renovation and fit-up costs required by BEA to revamp the office space specific to the department's needs.

Rent Schedule for Tenant's Ten Year Term:

Year	Effective Dates	Monthly Cost	Annual Cost	Cost per Sq. Ft. (17,897 SF)	Approx. % Increase
1	August 1, 2018 – July 31, 2019	$32,662.03	$391,944.36	$21.90	0%
2	August 1, 2019 – July 31, 2020	$32,662.03	$391,944.36	$21.90	0%
3	August 1, 2020 – July 31, 2021	$32,662.03	$391,944.36	$21.90	0%
4	August 1, 2021 – July 31, 2022	$32,662.03	$391,944.36	$21.90	0%
5	August 1, 2022 – July 31, 2023	$32,662.03	$391,944.36	$21.90	0%
6	August 1, 2023 – July 31, 2024	$32,662.03	$391,944.36	$21.90	0%
7	August 1, 2024 – July 31, 2025	$32,662.03	$391,944.36	$21.90	0%
8	August 1, 2025 – July 31, 2026	$32,662.03	$391,944.36	$21.90	0%
9	August 1, 2026 – July 31, 2027	$32,662.03	$391,944.36	$21.90	0%
10	August 1, 2027 – July 31, 2028	$32,662.03	$391,944.36	$21.90	0%
		Ten Year Total	**$3,919,443.60**		

BEA expects that this location will serve the department well and will provide an effective, professional space that will allow the department to best meet the needs of the State of New Hampshire and its thriving economy.

The Attorney General's office has approved this lease agreement to form, substance and execution.

Respectfully Submitted,

Taylor Caswell
Commissioner