



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY

27 Hazen Drive | Concord, NH | 03301
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doit.nh.gov

Denis Goulet, *Commissioner*



5A^{ys}

July 8, 2025

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

REQUESTED ACTION

Authorize the Department of Information Technology (DoIT) on behalf of the New Hampshire Liquor Commission (NHLC) to amend an existing **Sole Source** contract with Essintial Enterprise Solutions, LLC (Essintial), (VC#208276), Camp Hill, PA, for continued support of the NHLC’s point-of-sale systems within its retail locations and headquarters by extending the completion date from July 31, 2025, to October 31, 2025, with no change to the price limitation of \$2,888,192.95, effective upon Governor and Executive Council approval. The original contract was approved by Governor and Executive Council on July 31, 2019, Item #50 and was most recently amended with Governor and Executive Council approval on July 24, 2024, Item #27. Source of Funds: 100% Liquor Funds; 89.6% Liquor operating and 10.4% Class 027 DoIT.

EXPLANATION

This request is **Sole Source** as the original contract was a sole source contract and because there are no contract extensions remaining. As previously stated, the original contract was approved by Governor and Executive Council on July 31, 2019, Item #50. It was subsequently amended with Governor and Executive Council approval on March 9, 2022, Item #40A and on July 24, 2024, Item #27.

Essintial provides the NHLC with services crucial to the operations of its retail stores. This includes operational maintenance and support for the NHLC’s point-of-sale hardware that facilitates customer transactions, as well as hardware within the store managers’ offices. Additionally, Essintial licenses the remote monitoring and management software ConnectWise Automate on the NHLC’s behalf. This software provides security updates and remote support capabilities for the retail outlet register lanes. Both the ConnectWise Automate software and the hardware maintenance and support are necessary for store functionality.

The NHLC has issued a Request for Proposals as the current Agreement with Essintial is reaching its end. As these services are critical to the NHLC, a short extension is sought through this amendment in order to bridge the gap until a new contract is in place. As there are sufficient approved funds remaining in this contract, no increase to the contract’s price limitation is necessary.

The Department of Information Technology and the New Hampshire Liquor Commission have 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.

The Department of Information Technology and the New Hampshire Liquor Commission respectfully request approval of this amendment.

Respectfully submitted,

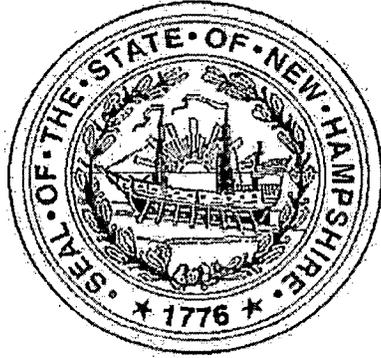


Denis Goulet
Commissioner
Department of Information Technology



Joseph W. Mollica
Chairman
New Hampshire Liquor Commission

DOIT #2020-005C
RID #88471, 43143



**STATE OF NEW HAMPSHIRE
NEW HAMPSHIRE LIQUOR COMMISSION**

DoIT # 2020-005 POINT OF SALE EQUIPMENT MAINTENANCE

AMENDMENT C

AMENDMENT TO AGREEMENT

This Amendment to Agreement is made this 9th day of July, 2025, between the New Hampshire Department of Information Technology (hereinafter referred to as "DoIT"), on behalf of the New Hampshire Liquor Commission (hereinafter referred to as "NHLC" or "NHSLC"), and Essintial Enterprise Solutions, LLC (hereinafter referred to as "Contractor" or "Essintial"), with a principle place of business at 431 Railroad Avenue, Camp Hill, PA 17011.

WHEREAS, pursuant to an Agreement approved by the Governor and the Executive Council of the State of New Hampshire on July 31, 2019, Item #50, and amended on March 9, 2022, Item # 40A, and July 24, 2024, Item 27, (herein after referred to as the "Agreement"), Contractor is required to maintain and support the NHLC's Point-of-Sale systems located in all of the NHLC's stores and its Headquarters;

WHEREAS, the NHLC and Contractor wish to continue the services under the Agreement and extend the Completion Date from July 31, 2025, to October 31, 2025;

WHEREAS, pursuant to Section 18 of the General Provisions of the Agreement, the Agreement may be modified or amended by a written instrument executed by the parties thereto and approved by the Governor and Executive Council;

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and set forth herein, the Parties mutually agree to amend their existing Agreement as follows:

Form P-37 Agreement – General Provisions is amended as follows:

1. Amend Section 1.7 to reflect a Completion Date of 10/31/25.

Contract Agreement – Part 2

1. Amend 1.3 Contract Term—paragraph two, which shall read as follow:

"The Contract shall begin on the Effective Date with an original Completion Date of 07/31/2022. The Contract Term may be extended at the sole option of the State, subject to the parties' prior written Agreement on applicable fees for each extended term and the receipt of required governmental approvals, including, but not limited to, approval by the Governor and Executive Council of the State of New Hampshire, as applicable ("Extended Term"). Pursuant to the March 9, 2022, Amendment, a first extension was executed, resulting in a new Completion Date of 07/31/2024. Pursuant to the July 24, 2024, Amendment, a second extension was executed, resulting in a new Completion Date of 07/31/2025. The Parties hereby extend the term of the Agreement by three (3) additional months and through this extension the Agreement shall terminate on 10/31/2025."

2. Amend the Dispute Resolution Responsibility and Schedule Table in Section 16. Dispute Resolution to replace James Vara with Patricia Peters, Director of Administration, as the State's First level contact.

State of NH Contract

Date: 7-7-25

Contractor's Initials: REH

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Contract Agreement – Exhibit A – Contract Deliverables

1. Amend the Projected Delivery Date in Table 2.1: Implementation Schedule – Activities / Deliverables / Milestones to change the date in each Reference Number items 1 – 10 from “Through 7/31/2025” to “Through 10/31/2025.”

Contract Agreement – Exhibit B – Price and Payment Schedule

1. Amend the first sentence of Section 1.1: Not to Exceed, to change the Completion Date and read as follows:

“This is a Not to Exceed (NTE) Contract totaling \$2,888,192.95 for the period between the Effective Date through 10/31/2025.”

2. Amend Table 1.2(a) – Essential Annual Rates that previously read as follows:

Table 1.2(a) - Essential Annual Rates							
	8/1/19- 7/31/20	8/1/20- 7/31/21	8/1/21- 7/31/22	8/1/22- 7/31/23	8/1/23- 7/31/24	8/1/24- 7/31/25	Total
01-03-03-030010- 76770000-DoIT for Liquor 037-500168 POS Equipment Maintenance (Prof Svcs/ Reimaging, as used)	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$300,000.00
02-77-77-771512- 10300000- Marketing and Merchandising Store Operations 030- 500311 Equipment- General (New) (Deployment/Logistics/ Disposition, as used)	\$63,598.35	\$63,598.35	\$63,598.35	\$63,598.35	\$63,598.35	\$63,598.35	\$381,590.10
10300000-Marketing and Merchandising Store Operations 103- 500737 Includes contractual costs of labor, materials, parts, etc., for repairs and/or alternations to machinery, equipment, furniture, and fixtures of all description with the exception of motor	\$251,709.65	\$251,709.65	\$251,709.65	\$251,709.65	\$251,709.65	\$334,908.00	\$1,593,456.25
10300000 Desktop Software 038-500175 Computer Software- Minor upgrades, customer support, application licenses and Installation	\$0.00	\$0.00	\$61,314.66	\$183,943.98	\$183,943.98	\$183,943.98	\$613,146.60
Total NTE	\$365,308.00	\$365,308.00	\$426,622.66	\$549,251.98	\$549,251.98	\$632,450.33	\$2,888,192.95

State of NH Contract

Date: 7-7-25

Contractor's Initials: Roll

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and replace it with the following new Table 1.2(a) that reads as follows:

Table 1.2(a) - Essintial Rates							
	8/1/19- 7/31/20	8/1/20- 7/31/21	8/1/21- 7/31/22	8/1/22- 7/31/23	8/1/23- 7/31/24	8/1/24- 10/31/25	Total
Account Number							
01-03-03-030010- 76770000-037-500168	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$300,000.00
02-77-77-771512- 10300000-030-500311	\$63,598.35	\$63,598.35	\$63,598.35	\$63,598.35	\$63,598.35	\$63,598.35	\$381,590.10
02-77-77-771512- 10300000-103-500737	\$251,709.65	\$251,709.65	\$251,709.65	\$251,709.65	\$251,709.65	\$474,448.00	\$1,732,996.25
02-77-77-771512- 10300000-038-500175	\$0.00	\$0.00	\$61,314.66	\$183,943.98	\$183,943.98	\$44,403.98	\$473,606.60
Total:	\$365,308.00	\$365,308.00	\$426,622.66	\$549,251.98	\$549,251.98	\$632,450.33	\$2,888,192.95

- Amend the dates in the last column of Table 1.3(a) – Essintial Enterprise Solutions Rates Pricing Worksheet (Hourly Rates) from “8/1/24-7/31/25” to 8/1/24-10/31/25.”

Except as provided herein, all provisions of the Agreement, as amended, shall remain in full force and effect. This modification shall take effect upon the approval date from the Governor and the Executive Council.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the day and year first above written.

CONTRACTOR

Robert C Heck
Robert C. Heck, Chief Commercial Officer
Essintial Enterprise Solutions, LLC

Date: 7-7-25

STATE OF NEW HAMPSHIRE

Joseph W. Mollica
Joseph W. Mollica, Chairman
State of New Hampshire
New Hampshire Liquor Commission

Date: 7/9/2025

State of NH Contract

Date: 7-7-25

Contractor's Initials: RC

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The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

Approved by the Attorney General


Nathan W. Kenison-Marvin
Assistant Attorney General

Date: July 11, 2025

State of New Hampshire, Department of Justice

I hereby certify that the foregoing amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

Office of the Secretary of State

Date: _____

State of New Hampshire, Department of Administration

State of NH Contract

Date: 7-7-25

Contractor's Initials: RCM

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY
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Denis Goulet
 Commissioner

July 10, 2024

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

REQUESTED ACTION

Authorize the Department of Information Technology (DoIT) on behalf of the New Hampshire Liquor Commission (NHLC) to amend an existing **Sole Source** contract with Essintial Enterprise Solutions, Inc. (Essintial), of Mechanicsburg, PA (VC #208276), by increasing the price limitation by \$632,450.33 from \$2,255,742.62 to \$2,888,192.95 for the purpose of expanding the Agreement's scope to include support for additional hardware within the NHLC's retail stores and extending the contract completion date from July 31, 2024 to July 31, 2025, effective upon Governor and Executive Council approval. The Agreement was originally approved by Governor and Executive Council on July 31, 2019, Item #50, and was amended with approval on March 9, 2022, Item #40A.

Source of funds: 92% Liquor Funds / 8% Class 027 Funds: Agency Class 027 used by the NHLC to reimburse DoIT is 100% Liquor Funds, NHLC funding is 100% Liquor Funds. Funds to support this request are available in FY 2025 and are anticipated to be available in the following accounts in FY 2026 upon availability and continued appropriation of funds in the future operating budgets, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

CAT#-DEPT#-AGENCY#-ACTIVITY#- ACCOUNTING UNIT #- DEPT NAME- ACCOUNTING UNIT NAME_CLASS- OBJECT - DESC	FY 25	FY 26	Total Amount
01-03-03-030010-76770000 – DoIT IT for Liquor 037-500168 POS Equipment Maintenance (Prof Svcs / Reimaging, as used)	\$50,000.00	\$0.00	\$50,000.00
02-77-77-771512-10300000 – Marketing and Merchandising Store Operations, 030-500311 Equipment – General (New) (Deployment / Logistics / Disposition, as used)	\$58,298.49	\$5,299.86	\$63,598.35

02-77-77-771512-10300000 – Marketing and Merchandising Store Operations, 103-500737 Includes contractual costs of labor, materials, parts, etc. for repairs and/or alternations to machinery, equipment, furniture, and fixtures of all description with the exception of motor vehicles	\$306,999.00	\$27,909.00	\$334,908.00
02-77-77-771512-10300000 Desktop Software 038-500175 Computer Software – Minor upgrades, customer support, application licenses and Installation	\$168,615.31	\$15,328.67	\$183,943.98
Total	\$583,912.80	\$48,537.53	\$632,450.33

EXPLANATION

This request is **Sole Source** as the original contract, approved by Governor and Executive Council on July 31, 2019, Item #50, was a sole source contract. The contract was amended with approval on March 9, 2022, Item #40A.

The NHLC is in the final stages of transitioning from its legacy system to its new NextGen system, a Microsoft Dynamics 365 Enterprise Resource Planning solution. Essintial provides operational maintenance and support for information technology hardware within the NHLC's Liquor and Wine Outlet retail stores. This hardware includes the NHLC's point-of-sale hardware for the processing of financial transactions with customers, as well as hardware within the store managers' offices. As the current vendor, Essintial's experience and knowledge of the NHLC's system and hardware is critical during this period of transition and stabilization. The requested one-year extension of the contract will allow for continuity and provide stability that is needed for project success.

Through this Amendment, Essintial will also provide additional managed services for specified new hardware within the stores. The transition to the NextGen system has included additional hardware that utilize this new system and contribute to store operations. Support for this hardware is critical to maintaining the functionality of the stores and, by extension, providing the public with a superior experience. Essintial, having experience with the NextGen system as well as the operational aspects of the NHLC, is vital to this support.

The Department of Information Technology and the New Hampshire Liquor Commission respectfully request approval of this amendment.

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council.
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Respectfully submitted,



Denis Goulet
Commissioner
Department of Information Technology



Joseph W. Mollica
Chairman
New Hampshire Liquor Commission

DG/jd
DoIT #2020-005B
RID: 88471



40A MLC

STATE OF NEW HAMPSHIRE
 DEPARTMENT OF INFORMATION TECHNOLOGY
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Denis Goulet
 Commissioner

February 25, 2022

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

REQUESTED ACTION

Authorize the Department of Information Technology (DoIT) on behalf of the State of New Hampshire Liquor Commission to amend its existing contract with Essintial Enterprise Solutions, Inc. (Essintial), of Mechanicsburg, PA (VC #208276) (PO 1046971), by increasing the price limitation by \$1,159,818.62, from \$1,095,924.00 to \$2,255,742.62, for the purpose of expanding the agreement's scope to add staging, deployment of Next Gen Lane equipment, disposition of old equipment as well as managed services for the store lanes, and extending the contract completion date to July 31, 2024, effective upon Governor and Executive Council approval. This agreement was originally approved by Governor and Executive Council on July 31, 2019, Item #50. 11% Transfer from Other Agency, 89% Liquor Funds

Funds to support this request are available in FY2022 and are anticipated to be available in the following accounts in FY 2023 and FY 2024 upon availability and continued appropriation of funds in the future operating budgets, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

CAT#-DEPT#- AGENCY#- ACTIVITY#- ACCTG UNIT#- DEPT NAME- AGENCY NAME- ACCTG UNIT NAME CLASS CODE- ACCOUNT CODE - OBJ (ACCOUNT) DESC	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	AMOUNT
01-03-03-030010- 76770000- DoIT IT for Liquor 037-500168 POS Equipment Maintenance (Prof Svcs/ Reimaging, as used)	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$250,000.00
02-77-77-771512- 10300000- Marketing and Merchandising Store Operations 030- 500311 Equipment -	\$63,598.35	\$63,598.35	\$63,598.35	\$63,598.35	\$63,598.35	\$317,991.75

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council

General (New) (Deployment/ Logistics/ Disposition, as used)						
02-77-77-771512- 10300000- Marketing and Merchandising Store Operations 024- 500225 Contract Repairs; Machin-Equip (Hardware Fixed Cost)	\$251,709.65	\$251,709.65	\$251,709.65	\$251,709.65	\$251,709.65	\$1,258,548.25
0277-77-771512- 10300000-038-500175 (Fixed Cost Per Unit - Mgd Services+Software)	\$0.00	\$0.00	\$61,314.66	\$183,943.98	\$183,943.98	\$429,202.62
FY Total	\$365,308.00	\$365,308.00	\$426,622.66	\$549,251.98	\$549,251.98	
					Grand Total	\$2,255,742.62

EXPLANATION

This agreement was originally approved by Governor and Executive Council on July 31, 2019, Item #50. Essintial's experience and knowledge of the NHLC's existing system and hardware is crucial to the State during the transition period between the NHLC's legacy system and its new Microsoft Dynamics 365 ERP system ("D365"). Essintial provides the ongoing operational maintenance for NHLC Point-of-Sale (POS) systems located in all the NHLC retail stores.

The amendment is necessary to extend the term of the agreement by two years to allow continuity of maintenance at the service level necessary for its existing Mapper & ACR systems while also allowing a seamless transition to the NHLC's new POS system. The services obtained through the amendment focus directly on the transition to the new POS system. Specifically, Essintial will provide "break-fix" support for the hardware/software for the store lane computers as well as the managers' computers at all stores. Also included is staging and deployment of all new hardware necessary for the D365 transition as well as disposition of old equipment. Additionally, through the amendment, Essintial will provide managed services for the store lanes following the go-live of the D365 transition, which includes management of: (1) anti-virus; (2) remote support; and (3) windows patches at each store as well as ensuring all lane PCs software are up-to-date. Essintial's experience and knowledge of the existing system and hardware is crucial to the NHLC during the transition period between old and new systems. These systems perform

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council

the stores' vital cash, gift and credit card transactions daily; therefore, State access to responsive and reliable technical support is critical.

The Department of Information Technology respectfully requests approval of this contract.

Respectfully submitted,



Denis Goulet
Commissioner
Department of Information Technology



Joseph W. Mollica
Chairman
Liquor Commission

DG/RA
DoIT: 2020-005A
R&R RID #43143
cc: Jessica Co, DoIT for Liquor



JUL 18 2019 AM 9:12 DRS 50 68

STATE OF NEW HAMPSHIRE
 DEPARTMENT OF INFORMATION TECHNOLOGY
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Denis Goulet
 Commissioner

July 17, 2019

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

REQUESTED ACTION

Authorize the Department of Information Technology (DoIT) on behalf of the State of New Hampshire Liquor Commission to enter into a Sole Source contract with Essintial Enterprise Solutions, Inc. (Essintial), of Mechanicsburg, PA (VC #208276) (PO 1046971), in the amount not to exceed \$1,095,924.00 for the continued maintenance and support of the New Hampshire Liquor Commission Point-of-Sale (POS) systems located in all of the NHSLC retail stores and headquarters, effective August 1, 2019 or upon Governor and the Executive Council approval, whichever is later, through July 31, 2022. With an option to renew up to one (1) time for two (2) years, but not beyond July 31, 2024 upon consent of both parties and Governor and Executive Council approval.

100% Other (Agency Class 27) funds: the Agency Class 027 used by the New Hampshire Liquor Commission to reimburse DoIT is 100% Liquor Funds. 100% Liquor Funds used for Liquor Commission. Funds to support this request are anticipated to be available in the following accounts in FY 2020, FY 2021 and FY 2022 upon availability and continued appropriation of funds in the future operating budgets, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified.

CATR-DEPTH-AGENCY#-ACTIVITY#- ACCTG UNIT#- DEPT NAME- AGENCY NAME-ACCTG UNIT NAME CLASS CODE-ACCOUNT CODE - OBJ (ACCOUNT) DESC	ACTIVITY CODE	FY 2020	FY 2021	FY 2022	AMOUNT
01-03-03-030010-76770000- DoIT- IT for Liquor 037-500168 POS Equipment Maintenance	03770012	\$50,000.00	50,000.00	\$50,000.00	\$150,000.00
02-77-77-771512-10300000- Marketing and Merchandising Store Operations 030-500311 Equipment - General (New)		\$63,598.35	\$63,598.35	\$63,598.35	\$190,795.05
02-77-77-771512-10300000- Marketing and Merchandising Store Operations 024-500225 Contract Repairs; Machin-Equip		\$251,709.65	\$251,709.65	\$251,709.65	\$755,128.95
FY Total		\$365,308.00	\$365,308.00	\$365,308.00	
Grand Total					\$1,095,924.00

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council

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EXPLANATION

This Sole Source contract is necessary to allow the State to receive the continuity of maintenance at the service level necessary for the existing Mapper & ACR systems while also allowing a seamless transition to the new POS system. Essential's experience and knowledge of the existing system and hardware is crucial to the State during the expected transition period between old and new systems. Essential provides the ongoing operational maintenance for NHLC Point-of-Sale (POS) systems located in all the NHLC retail stores. These systems perform the stores' vital cash, gift and credit card transactions daily; therefore, State access to responsive and reliable technical support is critical.

The Liquor Commission is currently in the development phase of implementing a new cloud solution that will integrate the retail POS and headquarters operational systems. It is important to note that while the Liquor Commission is currently only in the development phase, the new solution is expected to be implemented during the period of this contract.

The Department of Information Technology respectfully requests approval of this contract.

Respectfully submitted,



Denis Goulet
Commissioner
Department of Information Technology



Joseph W. Mollica
Chairman
Liquor Commission

DG/kaf
DoIT: 2020-005
R&R RID #43143
cc: Jessica Co, DoIT for Liquor