



Caitlin D. Davis
Commissioner

Christine M. Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
Department of Education
25 Hall Street
Concord, NH 03301
TEL. (603) 271-3495

August 5, 2025

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

REQUESTED ACTION

Authorize the Department of Education, Bureau of Vocational Rehabilitation (VR) to enter into a **sole source** amendment to an existing contract with Granite State Independent Living (GSIL), of Concord, NH (Vendor Code 155330), by increasing the price limitation by \$88,640.05 from \$538,282.27 to \$626,922.32, and with no change to the end date to provide Independent Living (IL), Part B services, effective upon Governor and Council approval through September 30, 2027. The original item was approved by the Governor and Council on November 8, 2023 (Item #131). 100% Federal Funds.

Funds are available in FY 2026, FY 2027, and are anticipated to be available FY 2028 upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items with the price limitation and encumbrances between fiscal years through the Budget Office if needed and justified.

06-56-56-565010-25420000 IDEPENDENT SVCS PART-B - FEDERAL

Fiscal Year	Class/Account	Class Title	Current Budget	Increase Amount	Revised Budget
2024	102-500731	Contracts for Program Services	\$100,927.92	\$0	\$100,927.92
2025	102-500731	Contracts for Program Services	\$134,570.57	\$0	\$134,570.57
2026	102-500731	Contracts for Program Services	\$134,570.57	\$71,060.77	\$205,631.34
2027	102-500731	Contracts for Program Services	\$134,570.57	\$14,063.42	\$148,633.99
2028	102-500731	Contracts for Program Services	\$33,642.64	\$3,515.86	\$37,158.50
Total			\$538,282.27	\$88,640.05	\$626,922.32

EXPLANATION

This contract has become **sole source** because NHED is increasing the price limitation by more than ten percent (10%). The additional Federal Funds for this initiative became available due to the expiration of a separate contract using funding from the same grant. V R has determined that the additional funding should be awarded to GSIL to support continued delivery of services under the IL Part B program.

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Executive Council
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The grant under Title VI, Part B of the Rehabilitation Act, as amended, enables the state to provide independent living services to individuals with significant disabilities so they can become more independent in their homes and communities. The Department provides services through contracts with nonprofit organizations which are directed and managed primarily by persons with significant disabilities.

A Request for Proposals (RFP) was advertised in 2023 for IL Part B contracted services and four (4) vendors were chosen to be funded.

VR utilizes these contracts to have independent living services provided statewide so more individuals with significant disabilities can maintain residence in their chosen locations within their communities.

Newly available funds allow GSIL to provide increased services related to access modifications, coordinate services, and to offer transportation reimbursement for friends and family members who assist individuals with significant disabilities—served under the Independent Living Part B program—in participating more fully in community life.

NHED 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.

Granite State Independent Living is a non-profit organization, and NHED has confirmed the vendor is registered and in good standing with the Department of Justice's Charitable Division. Documents supporting these assertions are available at the agency, for review upon request.

Respectfully Submitted,



Caitlin D. Davis
Commissioner of Education

**AMENDMENT TO
PROFESSIONAL SERVICES CONTRACT**

Now come the New Hampshire Department of Education, Bureau of Vocational Rehabilitation, hereinafter "the Agency," and Granite State Independent Living, Concord NH, hereinafter "the Contractor", and, pursuant to an agreement between the parties that was approved by Governor and Council on November 8, 2023 (Item #131) hereby agree to modify same as follows:

1. Amend section 1.8 of form P-37 by increasing the price limitation by \$88,640.05 from \$538,282.27 to \$626,922.32.
2. Remove Exhibit C (Method of Payment) and replace with Exhibit C-1 (Method of Payment).
4. All other provisions of this agreement shall remain in full force and effect as originally set forth; and
5. This amendment shall commence upon Governor and Council approval and shall terminate on September 30, 2027.

This modification of an existing agreement is hereby incorporated by reference to the existing agreement by the parties and must be attached to the said agreement.

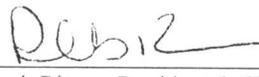
IN WITNESS WHEREOF, the parties, hereto have set their hands as of the day and year first above written.

THE STATE OF NEW HAMPSHIRE
Department of Education
(Agency)

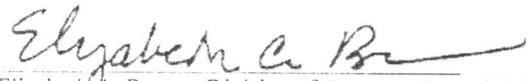
Division of Commissioner's Office

By:  8/21/2025
Caitlin D. Davis, Commissioner of Education Date

Granite State Independent Living

By:  8/5/25
Deborah Ritcey, President & Chief Executive Officer Date

Approved as to form, substance and execution by the Attorney General this 21 day of August, 2025.


Elizabeth A. Brown, Division of Attorney General Office

Approved by the Governor and Council this _____ day of _____, 2025

By: _____

EXHIBIT C-1

Method of Payment

	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Salary & Wages	\$30,185.00	\$40,247.00	\$71,013.40	\$40,247.00	\$10,062.00	\$191,754.40
Fringe Benefits	\$9,055.92	\$12,073.57	\$20,989.51	\$12,073.57	\$3,017.64	\$57,210.21
Partner and Vendor Services (Transportation and Access Modification)	\$55,125.00	\$73,500.00	\$104,878.43	\$87,563.42	\$21,890.86	\$342,957.71
Transportation Reimbursement Services	\$6,562.00	\$8,750.00	\$8,750.00	\$8,750.00	\$2,188.00	\$35,000.00
Total	\$100,927.92	\$134,570.57	\$205,631.34	\$148,633.99	\$37,158.50	\$626,922.32

Limitation on Price:

Upon mutual agreement between the state contracting officer and the contractor, line items in this budget may be adjusted one to another, if needed and justified, but in no case shall the total budget exceed the price limitation of \$626,922.32. To be binding on the state, such adjustments of budget line items, must be memorialized in writing, executed by the Contracting Officer and approved by the Commissioner.

Funding Source:

Funds are available in FY 2026, and FY 2027, and are anticipated to be in FY 2028 upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items with the price limitation and encumbrances between fiscal years through the Budget Office if needed and justified.

06-56-56-565010-25420000 SVCS PART-B - FEDERAL

Fiscal Year	Class/Account	Class Title	Current Budget	Increase Amount	Revised Budget
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		Total	\$538,282.27	\$88,640.05	\$626,922.32

Contractor Initials *(Signature)*
Date *8/5/25*

Method of Payment:

Payment is to be made on the basis of invoices which are submitted by the 10th of the following month and supported by a summary of completed deliverables, as outlined by budget line, that have taken place in accordance with the terms of the contract, along with a detailed listing of expenses incurred. If otherwise correct and acceptable, payment will be made for 100% of the expenditures listed. A final invoice is due within 30 days of the end of this contract. Failure to submit the invoice by this date could result in non-payment. Invoices and reports shall be submitted electronically to:

VR Accounts Payable
VRNH.AccountsPayable@doe.nh.gov
Cc: Jillian.H.Cotrona@doe.nh.gov

131 MLC



Frank Edelblut
Commissioner

Christine Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
25 Hall Street
Concord, N.H. 03301
TEL. (603) 271-3495
FAX (603) 271-1953

October 13, 2023

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

REQUESTED ACTION

Authorize the Department of Education, Bureau of Vocational Rehabilitation (VR) to enter into a retroactive contract with Granite State Independent Living (GSIL), of Concord, NH (Vendor Code 155330), in an amount not to exceed \$538,282.27, to provide Independent Living (IL), Part B services, effective upon Governor and Council approval for the period of October 1, 2023, through September 30, 2027. 100% Federal Funds.

Funds to support this request are available in the account titled Independent Svcs Part B-Federal in FY2024, FY2025, and are anticipated to be available in FY2026, FY2027 and FY2028, upon the availability and continued appropriation of funds in the future operating budget with the ability to adjust encumbrances between State Fiscal years through the Budget Office, without further Governor and Council approval, if needed and justified.

06-56-56-565010-25420000-

	FY2024	FY 2025	FY2026	FY2027	FY2028
102-500731					
Contracts for Program Services	\$100,927.92	\$134,570.57	\$134,570.57	\$134,570.57	\$33,642.64

EXPLANATION

This contract is retroactive because during the request for proposal posting period the incorrect P37 contract form was inadvertently posted. Consequently, this extended the necessary timeframe for completing all aspects of the contract process. This contract being retroactive will allow the vendors to not incur delays in providing critical services to individuals with disabilities. The New Hampshire Department of Education receives an annual grant of \$338,117 from the United States Department of Health and Human Services, Administration of Community Living, and Independent Living Administration. The grant under Title VI, Part B of the Rehabilitation Act, as amended, enables the state to provide independent living services to individuals with significant disabilities so they can become more independent in their homes and communities. The Department provides services through contracts with nonprofit organizations which are directed and managed primarily by persons with significant disabilities. The services provide under the contract are available statewide. Services include information and referral, peer advocacy, accessible van transportation, care coordination, vehicle modification program and independent living skills training.

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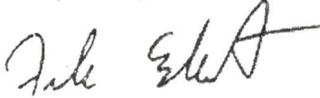
Granite State Independent Living has a governing board that is controlled by persons with disabilities and provides the core independent living services as the only Center for Independent Living in the state. The purpose of GSIL is to promote life with independence for people with disabilities who reside in the state, which makes them uniquely suited to provide services to persons with disabilities. Services to be provided by GSIL include: transportation program, access modification program, Independent Living Services Coordination and Transition.

A Request for Proposals (RFP) was advertised on the Department of Education website on 7/14/23 with a deadline for proposals of 8/11/23. There were four (4) proposals submitted to the Request for Proposals "Independent Living, Part B" in response to the notice.

A review committee consisting of the Vocational Rehabilitation Director, Deputy Commissioner for Blind Services, a Regional Leader and Field Service Administrator. The team reviewed the four (4) proposals received by the deadline; four (4) proposals were chosen based on the review and score of the information (Attachment A). The team recommended funding all four (4) proposals. Each contract will be submitted as it is completed.

The outcome VR would like to achieve with this contract is to have independent living services provided statewide so more individuals with significant disabilities can maintain residence in their chosen locations within their communities.

Respectfully Submitted,



Frank Edelblut
Commissioner of Education