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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH

Lori A. Weaver
Commissioner

Inin N. Watt
Director

29 HAZEN DRIVE, CONCORD, NH 03301
603-271-4501 1-800-852-3345 Ext. 4501
Fax: 603-271-4827 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

September 30, 2025

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Public Health, to amend an existing contract with ICF Macro, Inc. (VC# 175716-R001), Reston, VA to continue administering voluntary phone-based health interviews with adult residents of New Hampshire regarding their health-related risk behaviors, chronic health conditions, and use of preventive services, by exercising a contract renewal option by increasing the price limitation by \$1,562,830.50 from \$1,586,270 to \$3,149,100.50 and extending the completion date from December 31, 2025 to December 31, 2027, effective January 1, 2026, upon Governor and Council approval. 89% Federal Funds. 11% Other Funds (Private Local Funds).

The original contract was approved by Governor and Council on January 31, 2024, item #20A.

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

See attached fiscal details.

EXPLANATION

The purpose of this request is for the Contractor to continue the administration of annual Behavioral Risk Factor Surveillance System (BRFSS) surveys to randomly selected New Hampshire residents 18 years of age and older. Participation in BRFSS for those who are selected is voluntary and data collected is anonymized. The BRFSS program's goal is to improve the health and well-being of New Hampshire residents and reduce health care costs by improving public health programs and providing broad access to population-level health data. The information collected from the surveys is used by the Department to prepare for public health emergencies and target programs focused on the prevention of diseases, injuries, disabilities, and deaths.

The Contractor conducts the annual BRFSS surveys in accordance with the Centers for Disease Control and Prevention (CDC), National Center for Chronic Disease Prevention and Health Promotion, Behavioral Risk Factor Surveillance System (BRFSS) specifications. The BRFSS survey is the nation's premier system of health-related telephone surveys to solicit state data for adult residents of the United States. New Hampshire has been conducting the BRFSS

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
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survey since 1986. The survey is designed to generate statistically valid estimates of state residents' health-related risk behaviors, chronic health conditions, and use of preventive services.

The BRFSS questionnaire is designed and approved by a work group of BRFSS state coordinators and CDC staff. The information collected is not available from other sources. The Contractor will conduct more than 6,000 BRFSS surveys annually to produce a statistically valid data sample.

The Department will continue to monitor contracted services by ensuring:

- The Contractor completes a minimum of 500 landline or cell phone interviews each month; and
- Partially completed interviews (referred to as units) do not exceed three percent (3%) of the total monthly completed interviews.

As referenced in Exhibit A of the original agreement, the parties have the option to extend the agreement for up to five (5) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is exercising its option to renew services for two (2) of the five (5) years available.

Should the Governor and Council not authorize this request, the Department will be unable to collect valuable data on health-related risk behaviors and chronic health conditions, which may limit the impact of the Department's health outreach, education, and intervention programs and services.

The Department has determined that the Contractor 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. The Department also requested and received approval from the Commissioner of Department of Information Technology, 2024-026A. Documents supporting these assertions are available at the agency, for review upon request.

Area served: Statewide.

Source of Federal Funds: Assistance Listing Number (ALN) 93.336, FAIN NU58DP007864; ALN 93.991, FAIN NB01PW000052; and ALN 93.945, FAIN NU58DP007480.

Respectfully submitted,



f Lori A. Weaver
Commissioner

DEPARTMENT OF HEALTH AND HUMAN SERVICES
New Hampshire Behavioral Risk Factor Surveillance System (BRFSS) RFP-2024-DPHS-01-BRFSS-01-A01
FISCAL DETAIL

ICF Macro, Inc.

Vendor # 175716-R001

05-95-090-900510-8667 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVC, HHS: PUBLIC HEALTH SVS, BUREAU OF INFORMATICS, BEHAVIORAL RISK FACTOR SURVEILLANCE SURVEY						
100% FEDERAL FUNDS		ALN 93.336	NU58DP007864			
Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Amount	Revised Modified Budget
2024	519-500360	BRFS-Behavior Risk Factor	90016400	\$ 259,781.00	\$ (24,082.66)	\$ 235,698.34
2025	519-500360	BRFS-Behavior Risk Factor	90016400	\$ 325,527.00	\$ 229,723.16	\$ 555,250.16
2025	519-500360	BRFS-Behavior Risk Factor	90041000	\$ 55,000.00	\$ -	\$ 55,000.00
2025	519-500360	BRFS-Behavior Risk Factor	90017717	\$ 17,000.00	\$ -	\$ 17,000.00
2025	519-500360	BRFS-Behavior Risk Factor	90010023	\$ 17,000.00	\$ -	\$ 17,000.00
2026	519-500360	BRFS-Behavior Risk Factor	90016400	\$ 449,414.00	\$ 111,976.50	\$ 561,390.50
2027	519-500360	BRFS-Behavior Risk Factor	90016400	\$ -	\$ 618,058.00	\$ 618,058.00
2028	519-500360	BRFS-Behavior Risk Factor	90016400	\$ -	\$ 179,155.50	\$ 179,155.50
<i>Subtotal</i>				\$ 1,123,722.00	\$ 1,114,830.50	\$ 2,238,552.50

05-95-090-900510-8667 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVC, HHS: PUBLIC HEALTH SVS, BUREAU OF INFORMATICS, BEHAVIORAL RISK FACTOR SURVEILLANCE SURVEY						
100% OTHER FUNDS PRIVATE						
Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Amount	Revised Modified Budget
2024	519-500360	BRFS-Behavior Risk Factor	90016406	\$ 22,500.00	\$ -	\$ 22,500.00
2024	519-500360	BRFS-Behavior Risk Factor	90086671	\$ 16,667.00	\$ -	\$ 16,667.00
2025	519-500360	BRFS-Behavior Risk Factor	90016406	\$ 7,500.00	\$ -	\$ 7,500.00
2025	519-500360	BRFS-Behavior Risk Factor	90086671	\$ 8,333.00	\$ -	\$ 8,333.00
2026	519-500360	BRFS-Behavior Risk Factor	90016406	\$ -	\$ 15,000.00	\$ 15,000.00
2026	519-500360	BRFS-Behavior Risk Factor	90086671	\$ -	\$ 40,000.00	\$ 40,000.00
2027	519-500360	BRFS-Behavior Risk Factor	90016406	\$ -	\$ 15,000.00	\$ 15,000.00
2027	519-500360	BRFS-Behavior Risk Factor	90086671	\$ -	\$ 40,000.00	\$ 40,000.00
2028	519-500360	BRFS-Behavior Risk Factor	90016406	\$ -	\$ 15,000.00	\$ 15,000.00
2028	519-500360	BRFS-Behavior Risk Factor	90086671	\$ -	\$ 40,000.00	\$ 40,000.00
<i>Subtotal</i>				\$ 55,000.00	\$ 165,000.00	\$ 220,000.00

05-95-090-901010-8011 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVC, HHS: PUBLIC HEALTH SVS, BUREAU OF HEALTHCARE EQUITY, ACCESS & POLICY, PREVENTIVE HEALTH BLOCK GRANT						
100% FEDERAL FUNDS		ALN 93.991	NB01PW000052			
Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Amount	Revised Modified Budget
2024	102-500731	Contracts for Program Services	90016409	\$ 99,750.00	\$ -	\$ 99,750.00
2025	102-500731	Contracts for Program Services	90016409	\$ 133,000.00	\$ -	\$ 133,000.00
<i>Subtotal</i>				\$ 232,750.00	\$ -	\$ 232,750.00

05-95-090-904510-3165 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVC, HHS: PUBLIC HEALTH SVS, BUREAU OF PREVENTION AND WELLNESS, PREVENTIVE HEALTH BLOCK GRANT						
100% FEDERAL FUNDS		ALN 93.991	NB01PW000052			
Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Amount	Revised Modified Budget
2026	102-500731	Contracts for Program Services	90016409	\$ 166,298.00	\$ -	\$ 166,298.00
2027	102-500731	Contracts for Program Services	90016409	\$ 0.00	\$ 99,750.00	\$ 99,750.00
2028	102-500731	Contracts for Program Services	90016409	\$ 0.00	\$ 166,250.00	\$ 166,250.00
<i>Subtotal</i>				\$ 166,298.00	\$ 266,000.00	\$ 432,298.00

05-95-090-904510-3227 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVC, HHS: PUBLIC HEALTH SVS, BUREAU OF PREVENTION AND WELLNESS, ARTHRITIS						
100% FEDERAL FUNDS		ALN 93.945	NU58DP007480			
Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Amount	Revised Modified Budget
2024	102-500731	Contracts for Program Services	90016418	\$ 8,500.00	\$ -	\$ 8,500.00
2025	102-500731	Contracts for Program Services	90016418	\$ -	\$ -	\$ -
2026	102-500731	Contracts for Program Services	90016418	\$ -	\$ 8,500.00	\$ 8,500.00
2027	102-500731	Contracts for Program Services	90016418	\$ -	\$ 8,500.00	\$ 8,500.00
<i>Subtotal</i>				\$ 8,500.00	\$ 17,000.00	\$ 25,500.00

TOTAL	\$ 1,586,270.00	\$ 1,562,830.50	\$ 3,149,100.50
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STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY

27 Hazen Drive | Concord, NH | 03301
Fax: (603) 271-1516 | TDD: (800) 753-2964
doit.nh.gov



Denis Goulet, *Commissioner*

September 30, 2025

Lori A. Weaver, Commissioner
Department of Health and Human Services
State of New Hampshire
129 Pleasant Street
Concord, NH 03301

Dear Commissioner Weaver:

This letter represents formal notification that the Department of Information Technology (DoIT) has approved your agency's request to enter into a contract amendment with ICF Macro, Inc., as described below and referenced as DoIT No. 2024-026A.

The purpose of this request is to continue administering phone-based health interviews with adult residents of New Hampshire regarding their health-related risk behaviors, chronic health conditions, and use of preventive services.

The Total Price Limitation shall increase by \$1,562,830.50 for a New Total Price Limitation of \$3,149,100.50, effective January 1, 2026, upon Governor and Council approval through December 31, 2027.

A copy of this letter must accompany the Department of Health and Human Services' submission to the Governor and Executive Council for approval.

Sincerely,

A handwritten signature in black ink that reads "Denis Goulet".

Denis Goulet

DG/jd
DoIT #2024-026A

cc: Ken Gagne, IT Manager, DoIT

**State of New Hampshire
Department of Health and Human Services
Amendment #1**

This Amendment to the New Hampshire Behavioral Risk Factor Surveillance System contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and ICF Macro, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on January 31, 2024 (Item #20A), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37, General Provisions, Block 1.7., Completion Date, to read:
December 31, 2027
2. Form P-37, General Provisions, Block 1.8., Price Limitation, to read:
\$3,149,100.50
3. Modify Exhibit A - Revisions to Standard Provisions, by adding Subsection 1.4., to read:
1.4 Paragraph 6, Subparagraph 6.1., Compliance by Contractor with Laws and Regulations/Equal Employment Opportunity, is amended as follows:

6.1 In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, RSA 151:21 Patients' Bill of Rights, civil rights and equal employment opportunity laws, and the Governor's order on Respect and Civility in the Workplace, Executive Order 2020-01. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement these regulations. The Contractor shall also comply with all applicable intellectual property laws.
4. Modify Exhibit C: Payment Terms; Section 10.2. Other Cost Pricing; Appendix E: Table 6, Other Cost Pricing Worksheet, to read:

APPENDIX E: TABLE 6				
OTHER COST PRICING WORKSHEET				
OTHER COST DESCRIPTION	State Fiscal Year 2024 (G&C Approval – June 30, 2024)	State Fiscal Year 2025 (July 1, 2024 – June 30, 2025)	State Fiscal Year 2026 (July 1, 2025 – December 31, 2025)	State Fiscal Year 2026 (January 1, 2026 – June 30, 2026)
Landline Cost Per Interview	\$79.96 @ 1,706 completes = \$136,411.76	\$81.46 @ 3,412 completes = \$277,941.52	\$82.96 @ 1,706 completes = \$141,529.76	\$87.11 @ 1,650 completes = \$143,781.00
Cell Phone Cost Per Interview	\$132.07 @ 1,794 completes = \$236,933.58	\$134.55 @ 3,588 completes = \$482,765.40	\$137.02 @ 1,794 completes = \$245,813.88	\$143.87 @ 1,650 completes = \$237,385.50
Asthma Cost Per Interview	\$39.08 @ 250 completes =	\$39.81 @ 500 completes =	\$40.54 @ 250 completes =	N/A

Initial
SAM

	\$9,770.00	\$19,905.00	\$10,135.00	
Weighting Data	N/A – data available in SF24	\$12,471.24	\$12,592.86	N/A
SUBTOTALS	\$383,115.34	\$793,083.16	\$410,071.50	\$381,117.00

APPENDIX E: TABLE 6 (continued)		
OTHER COST PRICING WORKSHEET		
OTHER COST DESCRIPTION	State Fiscal Year 2027 (July 1, 2026 – June 30, 2027)	State Fiscal Year 2028 (July 1, 2027 – December 31, 2027)
Landline Cost Per Interview	\$89.29 @ 3,300 completes= \$294,657.00	\$91.52 @ 1,650 completes= \$151,008.00
Cell Phone Cost Per Interview	\$147.47 @ 3,300 complete= \$486,651.00	\$151.15 @ 1,650 completes= \$249,397.50
Asthma Cost Per Interview	N/A	N/A
Weighting Data	N/A	N/A
SUBTOTALS	\$781,308.00	\$400,405.50
	TOTAL	\$3,149,100.50

5. Modify Exhibit C: Payment Terms; Section 10.3. Implementation Pricing Summary; Appendix E: Table 7, Implementation Cost Summary Pricing Worksheet, to read:

APPENDIX E: TABLE 7		
IMPLEMENTATION COST SUMMARY PRICING WORKSHEET		
COST TABLE #	COST TYPE	TOTAL COST
1	Activities/Deliverables/Milestones Pricing (Total from Activity/Deliverables/Milestones Pricing Worksheet)	N/A
2	Hardware Pricing (Total from Hardware Pricing Worksheet)	N/A
3	Software License Pricing (Total from Software License Pricing Worksheet)	N/A
4	Software Operations, Maintenance, and Support Pricing (Total from Software Operations, Maintenance, and Support Pricing Worksheet)	N/A
5	Hosting Pricing (Total from Hosting Detail Pricing Worksheet)	N/A
6	Other Pricing (Total from Other Cost Pricing Worksheet)	\$3,149,100.50
	GRAND TOTAL	\$3,149,100.50

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6. Modify Exhibit C: Payment Terms; Section 10.4. Total Cost; Table 9, Totals by State Fiscal Year, to read:

TABLE 9					
TOTALS BY STATE FISCAL YEAR					
State Fiscal Year 2024 (G&C Approval – June 30, 2024)	State Fiscal Year 2025 (July 1, 2024 – June 30, 2025)	State Fiscal Year 2026 (July 1, 2025 – June 30, 2026)	State Fiscal Year 2027 (July 1, 2026 – June 30, 2027)	State Fiscal Year 2028 (July 01, 2027 – December 31, 2027)	Grand Total
\$383,115.34	\$793,083.16	\$791,188.50	\$781,308.00	\$400,405.50	\$3,149,100.50

All terms and conditions of the Contract not modified by this Amendment remain in full force and effect. This Amendment shall be effective January 1, 2026, upon Governor and Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

10/20/2025

Date

DocuSigned by:
Iain Watt

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Name: Iain Watt

Title:
Director - DPHS

ICF Macro, Inc.

10/20/2025

Date

Signed by:
Sasha Medina

FE3768599F254CE...

Name: Sasha Medina

Title:
Senior Contracts Manager

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

OFFICE OF THE ATTORNEY GENERAL

10/23/2025

Date

DocuSigned by:
Robyn Guarino
748734844941460

Name: Robyn Guarino
Title: Attorney

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

Name:
Title:

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that ICF MACRO, INC. is a Delaware Profit Corporation registered to transact business in New Hampshire on December 23, 1996. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned; and the attached is a true copy of the list of documents on file in this office.

Business ID: **259980**

Certificate Number: **0006350778**



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 29th day of November A.D. 2023.

A handwritten signature in black ink, appearing to read "D. Scanlan", is written over a circular embossed area.

David M. Scanlan
Secretary of State

**ICF MACRO, INC.
SECRETARY CERTIFICATE**

The undersigned, Rosemarie Jones, hereby certifies:

I am the duly elected and appointed Secretary of ICF Macro, Inc., a Delaware Corporation (the "Company"), and in that capacity I have access to the company records, minute books and tax records of the Company, and am familiar with the matters therein contained and herein certified.

ICF International, Inc., a Delaware corporation, is the ultimate parent company (the "Parent") to multiple subsidiaries worldwide (the "ICF Companies"), including ICF Macro, Inc.

Pursuant to resolutions adopted and approved by the Parent's Board of Directors, such Board expressly granted and delegated defined authorities to one or more senior executives of the Parent, who are empowered to further delegate signature and other operational authority for the ICF Companies.

KAROLYN GARDNER has been duly elected and appointed Senior Vice President - Contracts, Procurement & Pricing of the Company, has been duly authorized by senior management of the Parent to bind the Company to terms and conditions of bids, proposals, contracts, and other actions, has authority to sign any and all documents necessary to complete the aforementioned, and such authorization is presently in full force and effect.

KAROLYN GARDNER is authorized to delegate authority to other Company officials to bind the Company to terms and conditions of bids, proposals, contracts, and other specific actions including with regard to Amendment #1 to the New Hampshire Department of Health and Human Services Behavioral Risk Factor Surveillance System ("RFP-2024-DPHS-01-BRFSS-01-A01") ("Matter") with the State of New Hampshire Department of Health and Human Services ("Company Client").

KAROLYN GARDNER has delegated her signature authority and authority to bind the Company regarding the Matter to SASHA MEDINA, Senior Manager, Contracts.

This authority is valid thirty (30) days prior to and remains valid for thirty (30) days from the date of this Certificate of Authority. It is understood that the State of New Hampshire will rely on this certificate as evidence that the persons listed above currently occupy the positions indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

This Secretary Certificate is valid solely with respect to this Matter and this Company Client.

IN WITNESS WHEREOF, I have executed this Secretary Certificate on this 29th day of September, 2025.

Rosemarie Jones

Digitally signed by Rosemarie

Jones

Date: 2025.09.29 12:05:28 -04'00'

Rosemarie Jones, Secretary
ICF Macro, Inc.

