



Lori A. Weaver  
Commissioner

L. Todd Bickford  
Administrator

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
**GLENCLIFF HOME**

393 HIGH STREET, PO BOX 76, GLENCLIFF, NH 03238  
603-989-3111 Fax: 603-989-3040  
TDD Access: 1-800-735-2964  
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ARC  
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JAN 28 2026

January 5, 2026

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, Glencliff Home, to enter into a **Sole Source** amendment to an existing contract with Blake Thermal Sales and Service, Inc. (VC#163107-B001), Concord, New Hampshire, for the continued provision of boiler repair and maintenance services at Glencliff Home, by exercising a contract renewal option by increasing the price limitation by \$60,000 from \$120,000 to \$180,000 and extending the completion date from January 31, 2026, to January 31, 2028, effective February 1, 2026, upon Governor and Council approval. 100% General Funds.

The original contract was approved by Governor and Council on June 29, 2022, item #17, and amended on January 31, 2024, item #11.

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.

**05-95-91-910010-7892 Health and Social Services, Dept of Health and Human Services, HHS: Glencliff Home, Glencliff Home Maintenance**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2022	048-500226	Contract Maintenance	91000000	\$15,000	\$0	\$15,000
2023	048-500226	Contract Maintenance	91000000	\$30,000	\$0	\$30,000
2024	048-500226	Contract Maintenance	91000000	\$30,000	\$0	\$30,000
2025	048-500226	Contract Maintenance	91000000	\$30,000	\$0	\$30,000
2026	048-500226	Contract Maintenance	91000000	\$15,000	\$15,000	\$30,000

2027	048-500226	Contract Maintenance	91789222	\$0	\$30,000	\$30,000
2028	048-500226	Contract Maintenance	91789222	\$0	\$15,000	\$15,000
			<b>Total</b>	<b>\$120,000</b>	<b>\$60,000</b>	<b>\$180,000</b>

**EXPLANATION**

This request is **Sole Source** because MOP 150 requires all amendments to agreements originally approved as sole source to be identified as sole source. The Department originally attempted to competitively procure for these services by posting two (2) Requests for Bids, both of which received no responses. The Contractor is experienced and qualified to continue providing boiler repair and maintenance services at the Glenclyff Home location and is capable of performing additional repair and maintenance services when needed. Additionally, the Department has confirmed with the Department of Administrative Services that there is currently no statewide contract available to service this specific equipment.

The purpose of this request is to exercise a contract renewal option for the continued provision of boiler repair and maintenance services for six (6) boilers, and two (2) gas powered water heaters located at Glenclyff Home.

The boilers and heaters provide heat and hot water to the buildings located on the Glenclyff Home property. The Contractor will continue to provide qualified technicians to service, inspect and repair the boilers and tanks as required to ensure a safe and therapeutic environment for Glenclyff Home residents. Glenclyff Home does not have staff qualified to perform this technical work, necessitating service provision from an outside contractor.

The Department will continue to monitor the Contractor's activities on-site at Glenclyff Home and review reports provided by the Contractor for each instance contracted services are completed.

As referenced in Exhibit A of the original agreement, the parties have the option to extend the agreement for up to four (4) 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 remaining two (2) years available.

Should the Governor and Council not authorize this request, the boilers and water heaters at Glenclyff Home may not receive proper maintenance in order to function properly, which may affect the heat and hot water to the buildings on property and impact the well-being of residents.

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.

Area served: Glenclyff Home.

Respectfully submitted,



Lori A. Weaver  
Commissioner

**State of New Hampshire  
Department of Health and Human Services  
Amendment #2**

This Amendment to the Boiler Maintenance and Repair for Glencliff Home contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Blake Thermal Sales and Service, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 29, 2022 (Item #17), as amended on January 31, 2024 (Item #11), 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:  
January 31, 2028
2. Form P-37, General Provisions, Block 1.8., Price Limitation, to read:  
\$180,000
3. Modify Exhibit A - Revisions to Standard Provisions, by adding Subsection 1.4., to read:
  - 1.3 Paragraph 6, Compliance by Contractor with Laws and Regulations/Equal Employment Opportunity, Subparagraph 6.1., 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.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective February 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

12/17/2025

Date

DocuSigned by:  
*Ellen Marie Lapointe*  
4B806801E0E8428

Name: Ellen Marie Lapointe  
Title: Chief Executive Officer

Blake Thermal Sales and Service, Inc.

12/16/2025

Date

DocuSigned by:  
*Nicholas Melanson*  
012C1CCCC9B74BB...

Name: Nicholas Melanson  
Title: Regional Vice President

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

OFFICE OF THE ATTORNEY GENERAL

1/5/2026

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 BLAKE THERMAL SALES & SERVICE INC. is a Connecticut Profit Corporation registered to transact business in New Hampshire on January 27, 2022. 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.

Business ID: **891830**

Certificate Number: **0007341852**



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 9th day of December A.D. 2025.

A handwritten signature in black ink, appearing to read "David M. Scanlan".

David M. Scanlan  
Secretary of State

### CERTIFICATE OF AUTHORITY

I, Cheryl Sparks, hereby certify that:  
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of Blake Thermal Sales & Service  
(Corporation/LLC Name)

2. The following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on December 9th, 2020, at which a quorum of the Directors/shareholders were present and voting.  
(Date)

**VOTED:** That Nick Melanson, Tim Omeara, Amy Soley (may list more than one person)  
(Name and Title of Contract Signatory)

is duly authorized on behalf of Blake Thermal Sales & Service to enter into contracts or agreements with the State  
(Name of Corporation/ LLC)

of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority was **valid thirty (30) days prior to and remains valid for thirty (30) days** from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) 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.

Dated: 12/09/2025

Cheryl Sparks  
Signature of Elected Officer  
Name: Cheryl Sparks  
Title: Service Coordinator

