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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*

January 23, 2026

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

REQUESTED ACTION

Authorize the Department of Information Technology (DoIT) on behalf of the Department of Health and Human Services, Division of Economic Stability ("Department"), to amend an existing contract with Konica Minolta Business Solutions U.S.A, Inc. (VC #177612), Ramsey, NJ, to continue providing maintenance, support, and operation services for the Department's electronic content management system, known as OnBase, as well as perform upgrades, by exercising a contract renewal option by increasing the price limitation by \$400,000 from \$532,151 to \$932,151 and extending the completion date from June 30, 2026 to June 30, 2028, effective July 1, 2026, upon Governor and Council approval. 100% Other Funds (Agency Class 27).

The original contract was approved by Governor and Council on June 29, 2022, item #77, and amended on October 18, 2023, item #46.

The agency Class 27 funds used by the Department to reimburse DoIT for this contract is 66% Federal Funds and 34% General Funds. Funds are available in the following account for State Fiscal Year 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.

01-03-03-030010-76950000 DEPARTMENT OF INFORMATION TECHNOLOGY, INFORMATION TECHNOLOGY DEPT OF - IT FOR DHHS

<i>State Fiscal Year</i>	<i>Class / Account</i>	<i>Class Title</i>	<i>Job Number</i>	<i>Total</i>
2027	038-509038	Technology Software	03950040	\$200,000
2028	038-509038	Technology Software	03950040	\$200,000
			Total	\$400,000

EXPLANATION

The purpose of this request is to exercise an available contract renewal option to ensure continued, ongoing maintenance; support; and operation of the Department's electronic content management system, known as OnBase, for four (4) Department program areas, specifically the Bureau of Child Support Services, Bureau of Family Assistance, Bureau of Adult and Aging Services, and the Division for Children, Youth and Families. The electronic content management system allows respective Department staff, statewide, to access documents and case files electronically to

"Innovative Technologies Today for New Hampshire's Tomorrow"

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efficiently manage caseloads. The electronic content management system platform meets privacy requirements and supports the Department's infrastructure.

Additionally, the Contractor will continue providing support for system enhancements and upgrades, such as integration services into Microsoft 365 and security.

The Department will continue monitoring services to ensure:

- The system is continually meeting the needs of the Department, including data security and privacy requirements;
- The Contractor is responsive to requests for technical assistance, system patching, maintenance support, issue resolution, and system enhancements and upgrades; and
- The Contractor is providing required reports and services in accordance with the contract.

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

Should the Governor and Council not authorize this request, the Department will not receive necessary electronic content management system support and maintenance or have electronic access to case files and necessary documents, which would adversely impact Department operations and services for NH residents.

Area served: Statewide.

Source of Federal Funds: Assistance Listing Number #93.563, FAIN #2601NHSCSS.

Respectfully submitted,



Denis Goulet
Commissioner,
Department of Information Technology



Lori A. Weaver
Commissioner,
Department of Health and Human
Services

DoIT #2022-056B
RID #100394, 75743

cc: Kenneth Gagne, IT Manager



STATE OF NEW HAMPSHIRE

Division of Economic Stability, Bureau of Child Support Services

DoIT # 2022-056B – RFP-2023-DEHS-04-ONBAS-01-A02

OnBase Enterprise Content Management Solution

AMENDMENT Amend B (2)

STATE OF NEW HAMPSHIRE
Division of Economic Stability, Bureau of Child Support Services
DoIT # 2022-056B – RFP-2023-DEHS-04-ONBAS-01-A02
OnBase Enterprise Content Management Solution
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INTRODUCTION

WHEREAS, pursuant to an Agreement approved by Governor and Council, as a result of RFP DoIT #2022-056 on June 29, 2022, Item #77 and amended on October 18, 2023, Item # 46 (herein after referred to as the “Agreement”), Konica Minolta Business Solutions U.S.A, Inc. (hereinafter referred to as “Contractor”) agreed to supply certain services upon the terms and conditions specified in the Agreement and in consideration of payment by the Department of Information Technology (hereinafter referred to as “the Department”), certain sums as specified therein;

WHEREAS, pursuant to the Agreement Section 17: Amendment and the provisions of the Agreement, the Agreement may be modified or amended only by a written instrument executed by the parties thereto and approved by the Governor and Executive Council;

WHEREAS, the Contractor and the Department have agreed to amend the Agreement in certain respects;

WHEREAS, the Department wishes to enter into an amendment to an existing contract to clarify the statement of work and to exercise a contract renewal option and increase the price limitation;

WHEREAS, The Contractor agrees to provide ongoing technical assistance, system patching, maintenance support, issue resolution, and system enhancements and upgrades as needed by the Department of Health and Human Services for its enterprise content management system, OnBase;

WHEREAS, the Department and the Contractor wish to extend the completion date from June 30, 2026 to June 30, 2028;

WHEREAS, the Department and the Contractor wish to increase the Contract price by \$400,000 to bring the total contract price to \$932,151; and

WHEREAS, the Department and the Contractor seek to clarify the Agreement.

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and set forth herein, the parties agree as follows:

The Agreement is hereby amended as follows:

1. Modify the New Hampshire P-37 General Provisions, Section 1.3 Contractor Name to Konica Minolta Business Solutions U.S.A, Inc.
2. Modify the State of New Hampshire P-37 General Provisions, Section 1.7, Completion Date to June 30, 2028.
3. Modify the State of New Hampshire P-37 General Provisions, Section 1. by increasing the Price Limitation by \$400,000 from \$532,151 to \$932,151.

State of NH Contract
Date: 2/18/2026
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OnBase Enterprise Content Management Solution
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4. The Agreement is further amended as described in Table 1, Amendment Details, below:

TABLE 1: AMENDMENT DETAILS

Exhibit A Special Provisions	AMENDED TEXT
Section A.9	<p>Modify Exhibit A – Special Provisions, by adding Section A.9, to read:</p> <p>A.9 Provision 6, Compliance by Contractor with Laws and Regulations/Equal Employment Opportunity, Paragraph 6.1, is deleted and replaced with the following:</p> <p>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.</p>
Exhibit B Statement of Work (SOW)	AMENDED TEXT
Section 1	<p>Modify Exhibit B – Statement of Work (SOW) Business and Technical Requirements and Deliverables; Section 1, Statement of Work; first paragraph, to read:</p> <p>The Contractor shall perform ongoing maintenance, support, and operation of the New Hampshire Department of Health and Human Services’ (“Department”) enterprise content management system, OnBase. As part of the scope of work, the Contractor shall provide technical assistance, system patching, maintenance support, issue resolution, and system upgrades and enhancements, including any additional professional labor or consulting services as required by the Department. This shall include upgrades to OnBase every other year, integration services into Microsoft 365, and any needed assessments of</p>

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AMENDMENT Amend B (2)

	the current operating environment. These services must be available during normal business hours and on an as-needed basis for emergencies to address issues with minimal disruption to staff.																												
Exhibit C Price and Payment Schedule	AMENDED TEXT																												
Section 9	<p>Modify Exhibit C – Price and Payment Schedule; Section 9, Payment Schedule; Paragraph 9.1.4., Software Operations, Maintenance and Support Pricing; Table E-1.4., to read:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <tr> <td colspan="7" style="text-align: center;">Table E-1.4.</td> </tr> <tr> <td colspan="7" style="text-align: center;">SOFTWARE OPERATIONS, MAINTENANCE, AND SUPPORT PRICING WORKSHEET</td> </tr> <tr> <td style="text-align: center;">Year 1</td> <td style="text-align: center;">Year 2</td> <td style="text-align: center;">Year 3</td> <td style="text-align: center;">Year 4</td> <td style="text-align: center;">Year 5</td> <td style="text-align: center;">Year 6</td> <td style="text-align: center;">Total</td> </tr> <tr> <td style="text-align: center;">\$111,632</td> <td style="text-align: center;">\$117,213</td> <td style="text-align: center;">\$123,079</td> <td style="text-align: center;">\$129,227</td> <td style="text-align: center;">\$135,688</td> <td style="text-align: center;">\$142,472</td> <td style="text-align: center;">\$759,311</td> </tr> </table>	Table E-1.4.							SOFTWARE OPERATIONS, MAINTENANCE, AND SUPPORT PRICING WORKSHEET							Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total	\$111,632	\$117,213	\$123,079	\$129,227	\$135,688	\$142,472	\$759,311
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Exhibit C Price and Payment Schedule	AMENDED TEXT																												
Section 9	<p>Modify Exhibit C – Price and Payment Schedule; Section 9, Payment Schedule; Paragraph 9.1.6., Other Cost Pricing; Table E-1.6. to read:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <tr> <td colspan="6" style="text-align: center;">Table E-1.6.</td> </tr> <tr> <td colspan="6" style="text-align: center;">SYSTEM ENHANCEMENTS AND UPGRADES PRICING</td> </tr> <tr> <td style="text-align: center;">Year 24</td> <td style="text-align: center;">Year 25</td> <td style="text-align: center;">Year 26</td> <td style="text-align: center;">Year 27</td> <td style="text-align: center;">Year 28</td> <td style="text-align: center;">Total</td> </tr> <tr> <td style="text-align: center;">\$51,000</td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">\$64,312</td> <td style="text-align: center;">\$57,528</td> <td style="text-align: center;">\$172,840</td> </tr> </table>	Table E-1.6.						SYSTEM ENHANCEMENTS AND UPGRADES PRICING						Year 24	Year 25	Year 26	Year 27	Year 28	Total	\$51,000	\$0	\$0	\$64,312	\$57,528	\$172,840				
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Section 9	Modify Exhibit C – Price and Payment Schedule; Section 9, Payment Schedule; Paragraph 9.1.7., Implementation Pricing Summary, Implementation Cost Summary Pricing Worksheet, to read:
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IMPLEMENTATION COST SUMMARY PRICING WORKSHEET								
COST TABLE #	COST TYPE	SFY 2023	SFY 2024	SFY 2025	SFY 2026	SFY 2027	SFY 2028	TOTAL COST
1.	Activities/Deliverables /Milestones Pricing (Total from Activity/ Deliverables/ Milestones Pricing Worksheet)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	Hardware Pricing (Total from Hardware Pricing Worksheet)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3	Software License Pricing (Total from Software License Pricing Worksheet)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4	Software Operations, Maintenance, and Support Pricing (Total from Software Operations, Maintenance, and Support Pricing Worksheet)	\$111,632	\$117,213	\$123,079	\$129,227	\$135,688	\$142,472	\$759,311
5	Hosting Pricing (Total from Hosting Detail Pricing Worksheet)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6	Other Pricing (Total from Other Cost Pricing Worksheet)	\$0	\$51,000	\$0	\$0	\$64,312	\$57,528	\$172,840
	Total	\$111,632	\$168,213	\$123,079	\$129,227	\$200,000	\$200,000	\$932,151

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5. The Agreement is further amended as described in Table 2, Contract History.

TABLE 2: CONTRACT HISTORY				
CONTRACT AND AMENDMENT NUMBER	AMENDMENT TYPE	G&C APPROVAL DATE	COMPLETION DATE	CONTRACT AMOUNT
DoIT # 2022-056	Original Contract	June 29, 2022, Item #77	June 30, 2026	\$481,151
DoIT # 2022-056A Amendment 1	1 st Amendment	October 18, 2023, Item #46	June 30, 2026	\$51,000
DoIT # 2022-056B Amendment 2	2 nd Amendment	TBD	June 30, 2028	\$400,000
CONTRACT TOTAL				\$932,151

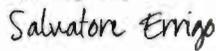
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Except as provided herein, all provisions of the Agreement shall remain in full force and effect. This Amendment shall take effect July 1, 2026, upon Governor and Council approval.

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

CONTRACTOR

DocuSigned by:

5F200C097D1B496...
Salvatore Errigo, President & CEO
Konica Minolta Business Solutions U.S.A., Inc.

Date: 2/18/2026

STATE OF NEW HAMPSHIRE

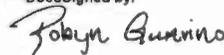


Denis Goulet, Commissioner/CIO
State of New Hampshire, Department of Information Technology

Date: January 28, 2026

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

Approved by the Attorney General

DocuSigned by:

74873884941460...
State of New Hampshire, Department of Justice
Robyn Guarino, Attorney

Date: 2/19/2026

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

State of New Hampshire, Department of Administration

Date: _____



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 KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC. is a New York Profit Corporation registered to transact business in New Hampshire on June 11, 1999. 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: **316620**

Certificate Number: **0007766215**



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 30th day of January A.D. 2026.

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

David M. Scanlan
Secretary of State

CERTIFICATE OF AUTHORITY

I, Myrtha Eugene, 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 Konica Minolta Business Solutions U.S.A., Inc.
(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 August 23rd, 2005, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Salvatore Errigo, CEO & President (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Konica Minolta Business Solutions U.S.A., Inc. 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 **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: 2/12/2026



Signature of Elected Officer
Name: Myrtha Eugene
Title: Assistant Secretary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/03/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA, LLC. 1166 Avenue of the Americas New York, NY 10036 CN101223113--AWP-25-26	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A : Sompco America Insurance Company</td> <td>11126</td> </tr> <tr> <td>INSURER B : Arch Insurance Company</td> <td>11150</td> </tr> <tr> <td>INSURER C : Endurance American Insurance Company</td> <td>10641</td> </tr> <tr> <td>INSURER D : Sompco America Fire & Marine Insurance Company</td> <td>38997</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Sompco America Insurance Company	11126	INSURER B : Arch Insurance Company	11150	INSURER C : Endurance American Insurance Company	10641	INSURER D : Sompco America Fire & Marine Insurance Company	38997	INSURER E :		INSURER F :	
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INSURER E :															
INSURER F :															
INSURED Konica Minolta Business Solutions, U.S.A., Inc. 500 Day Hill Road Windsor, CT 06095															

COVERAGES **CERTIFICATE NUMBER:** NYC-010663876-22 **REVISION NUMBER:** 3

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> TECH E&O <input checked="" type="checkbox"/> Deductible: \$2,500,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		NPL0067432-04	10/01/2025	10/01/2026	EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ LIMIT: \$ 10,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y		AAL30011364804 (AOS) AAL30098533300 (MA, TX) Comprehensive Ded: \$5,000 Collision Ded: \$5,000	10/01/2025	10/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED: RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	AWL30098558800 (WI) AWL30098549700 (AOS) AWL30098862700 (NY)	10/01/2025	10/01/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	TECH E&O EXCESS:			CNX30098562600	10/01/2025	10/01/2026	LIMIT: \$ 10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 NEW HAMPSHIRE DEPARTMENT OF HEALTH & HUMAN SERVICES, THE STATE OF NEW HAMPSHIRE, ITS OFFICERS AND EMPLOYEES AS THEIR INTEREST MAY APPEAR ARE INCLUDED AS ADDITIONAL INSURED (EXCEPT WORKERS' COMPENSATION) WHERE REQUIRED BY WRITTEN CONTRACT.

CERTIFICATE HOLDER STATE OF NEW HAMPSHIRE NEW HAMPSHIRE DEPARTMENT OF HEALTH & HUMAN SERVICES 129 PLEASANT STREET CONCORD, NH 03301	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <p style="text-align: right;"><i>Marsh USA LLC</i></p>
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