



# New Hampshire Fish and Game Department

46 - 6/3/26

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Stephanie L. Simek, Ph.D.  
Executive Director

January 13, 2026

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

### REQUESTED ACTION

Authorize the NH Fish and Game Department (NHFGD) to enter into a **RETROACTIVE** amendment to an existing contract (6004016), with DG Roofing Inc. of St. Johnsbury, VT (Vendor Code 162328) for unforeseen additional materials and labor of a roof repair at our Lancaster Armory facility, by increasing the price limitation by \$5,546.20 from \$333,630 to \$339,176.20 effective upon Governor and Council approval retroactive to August 27, 2025. The original contract was approved by Governor and Council May 21, 2025, item #68. **100% Agency Income (Dedicated Funds)**

Funding is available in account, OHRV Education, Training & Enforcement, as follows: **FY 26**

03-75-75-752520-11830000- 103-500736 Contracts for Operational Services \$2,773.10

Funding is available in account, Search & Rescue, as follows:

03-75-75-752520-21120000- 103-500736 Contracts for Operational Services \$2,773.10

Total = \$5,546.20

### EXPLANATION

This request is for a **RETROACTIVE** amendment for unforeseen additional roof repairs necessary to complete a roof replacement project approved by Governor and Council May 21, 2025, item #68, with DG Roofing Inc. in the amount of \$333,630.00 to replace a roof on a Fish and Game Department building in Lancaster, NH.

During the roof repair, DG Roofing encountered 720 linear feet of rotten wood at the roof edge. These additional repairs, that exceeded the contract were authorized to allow the roofing work to proceed without interruption to restore the integrity of the roof. This additional labor and materials brought a cost increase in the amount of \$5,546.20.

We respectfully request your approval of this item.

Stephanie L. Simek, Ph.D.  
Executive Director

Kathy Ann LaBonte, Chief  
Business Division

## AMENDMENT

This Agreement (hereinafter called the "Amendment") dated 13th day of January 2026, ~~by and between the State of New Hampshire acting by and through its New Hampshire Fish and Game Department (hereinafter referred to as the "State"), and DG Roofing Inc, St Johnsbury, VT 05819, VC# 162328 (hereinafter called the "Contractor").~~

WHEREAS, pursuant to an agreement (hereinafter called the "Contract") dated, March 19, 2025, approved by the Governor and Council on May 21, 2025, Item #68, the Contractor agreed to perform certain services upon the terms and conditions specified in the Contract and in consideration of payment by the State of certain sums specified therein; and

WHEREAS, pursuant to the provisions of paragraph 17 of the Contract, the Contract may be amended, waived or discharged only by written instrument executed by the parties thereto; and

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

1.) Amendment and Modification of Contract:

The Contract is hereby amended as follows:

(A) Amend Exhibit C by increasing the "Total Award" by \$5,546.20 from \$333,630 to ~~SG~~ \$339,176.20. *SG 4/30/26*

2.) Effective Date of Amendment

This Amendment shall take effect upon the date of approval by the Governor and Executive Council of the State of New Hampshire.

3.) Continuance of Agreement

Except as specifically amended and modified by the terms and conditions of this Amendment, the Contract, and the obligations of the parties thereunder, shall remain in full force and effect with the terms and conditions set forth therein.

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

THE STATE OF NEW HAMPSHIRE

**Fish and Game Department of New Hampshire**

BY: [Signature] DATE: 3/18/26

Stephanie L. Simck, Ph.D., Executive Director

Name of Contractor and Authorized Signor Steven R. Grace  
DG ROOFING, INC. / STEVEN R. GRACE / PRESIDENT

(Name of Contractor)

BY: STEVEN R. GRACE DATE: 2/6/26

TITLE: PRESIDENT

Acknowledgment: State of Vermont, County of Caledonia

On 6<sup>th</sup> February 2026 before the undersigned officer, personally appeared the person identified to be the person whose name appears above in signing on behalf of the contractor and acknowledged that s/he executed this document in the capacity indicated below.

IN WITNESS THEREOF, I hereunto set my hand and official seal.

Cynthia Hagan

Notary Public Cynthia Hagan

Signature of Notary Public or Justice of the Peace

Name/Title of Notary Public or Justice of the Peace

APPROVED BY THE ATTORNEY GENERAL (Form, Substance and Execution)

BY: [Signature] DATE: 5/12/2026

Attorney General's Office



# State of New Hampshire

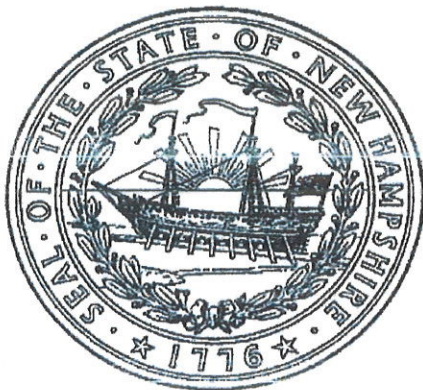
## Department of State

### CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that DG ROOFING, INC. is a Vermont Profit Corporation registered to transact business in New Hampshire on April 23, 2007. 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: **576421**

Certificate Number: **0007906179**



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 13th day of April A.D. 2026.

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

David M. Scanlan  
Secretary of State

Certificate of Authority  
(For Sub Chapter S Corporation)

1. I Steven Gracie, certify that I have been given authority by my partner, Eli Gracie, (as stated below), to enter into and sign contracts for DG Roofing, Inc.
2. I hereby further certify and acknowledge that the State of New Hampshire may rely on this certification as evidence that I have full authority to bind DG Roofing, Inc. and that no corporate resolution, shareholder vote, or other document or action is necessary to grant me such authority.
3. I AGREE TO 1. and 2. ABOVE Eli Gracie (Eli Gracie).

Steven Gracie  
Contract Signatory Signature  
State of Vermont  
County of Caledonia

On this the 13 day of April, ~~2020~~ <sup>2025</sup> Sara Bunnell (Notary Republic),

Officers, personally appeared Eli Gracie (Eli Gracie) and Steven Gracie (Steven Gracie), know to me (or satisfactorily proven) to be the persons whose name are subscribed to the within instrument and acknowledged that they executed the same for purpose therein contained. In witness whereof I hereto set my hand and official seal.

Notary Seal



01/31/2027  
Commission Expires

Sara Bunnell  
Notary Republic Signature



DGROOFI-01

LPICCININI

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/22/2025

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 AssuredPartners New England, Inc. 38 Eastwood Drive, Suite 105 South Burlington, VT 05403	CONTACT NAME: Lisa Rogers	
	PHONE (A/C, No, Ext): (603) 399-6408	FAX (A/C, No): (603) 399-6408
	E-MAIL ADDRESS: Lisa.Rogers@AssuredPartners.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED  DG Roofing Inc 714 Portland Street Saint Johnsbury, VT 05819	INSURER A: Continental Casualty Company	20443
	INSURER B: Transportation Insurance Company	20494
	INSURER C: Continental Insurance Company	35289
	INSURER D: Valley Forge Insurance Company	20508
	INSURER E:	
	INSURER F:	

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			7064437088	1/1/2026	1/1/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			7064437074	1/1/2026	1/1/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			7064437060	1/1/2026	1/1/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
D	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 Y	N/A	7064437091	1/1/2026	1/1/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Officers Excluded from Workers Compensation: Steven Gracie, Eil Gracie

Project: NHF&G ARMORY BLDG, 532 MAIN STREET, LANCASTER, NH 03583

## CERTIFICATE HOLDER

## CANCELLATION

State of New Hampshire  
Fish & Game Department  
11 Hazen Drive  
Concord, NH 03301

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

*[Signature]*

ACORD 25 (2016/03)

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