



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street
Concord, New Hampshire 03301
(603) 271-3201 | Office@das.nh.gov

141- 7/29/26

Charles M. Arlinghaus
Commissioner

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

June 1, 2026

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

REQUESTED ACTION

Authorize the Department of Administrative Services to enter into a **Retroactive Sole Source** amendment to an existing contract (Contract #8003461) with CTSG LLC (VC#461922), Colebrook, NH, for equipment rental with operator services, by increasing the price limitation by \$458,914.61 from \$400,077.39 to an amount up to and not to exceed \$858,992.00 with no change to the contract completion date, effective upon Governor and Executive Council approval retroactive to July 25, 2025 through February 28, 2027. The original contract was approved by the Governor and Executive Council on June 26, 2024, item #208.

Funding shall be provided through individual agency expenditures, none of which shall be permitted unless there are sufficient appropriated funds to cover the expenditure.

EXPLANATION

The purpose of this requested amendment is to increase the contract price limitation to align with the actual amounts expended over the contract term. This will allow outstanding invoices to be processed and closed out for accounting purposes.

This contract amendment is **Sole Source** because the requested increase exceeds 10% of the original contract price limitation.

This amendment is **Retroactive** because agency spending exceeded the original \$400,077.39 threshold after July 25, 2025. This overage occurred due to two primary factors:

1. **Underestimated Initial Projections:** This contract portfolio for Equipment Rentals and Operator Services was entirely new when launched in 2024. Consequently, initial agency projections and historical data fell short of the actual statewide operational need.
2. **System Tracking Limitations:** These services are paid unencumbered. This specific category of expenditure is highly difficult to track via reporting in the current version of our state accounting system, which delayed the real-time detection of the overage.

The original price limitation was exceeded before negotiations began for a new contract under RFB 3065-26. This new procurement effort is designed to expand contractor availability and establish more accurate price limitations based on updated spending data. These new contracts will be submitted to you under separate cover.

All spending under Contract #8003461 has ceased. Active operations will only resume under the new contracts following Governor and Executive Council approval. Moving forward, future expenditures with this vendor will be tracked and reported under Contract #8003800. Additionally, the entire suite of statewide equipment rental contracts will be rebid this fall to ensure full statewide coverage is established well in advance of the February 2027 expiration date.

Based on the foregoing, I respectfully recommend approval of this **Retroactive Sole Source** contract amendment with CTSG LLC.

Respectfully submitted,



Charles M. Arlinghaus
Commissioner

Contract 8003461**Spend Data**

VENDOR	INVOICE	DESCRIPTION	INV DATE	CHECK DATE	VOUCHER	TRAN AMT	CHECK NUMBER	PO NUMBER
CTSG LLC	1174	DNCR BUREAU OF TRAILS	8/4/2024	8/28/2024	34217	\$9,100.00	3735451	8003461
CTSG LLC	1175	DNCR BUREAU OF TRAILS	8/4/2024	8/28/2024	34218	\$2,940.00	3735451	8003461
CTSG LLC	1176	DNCR BUREAU OF TRAILS	8/4/2024	8/28/2024	34219	\$19,800.00	3735451	8003461
CTSG LLC	1183	DNCR NH BUREAU OF TRAILS	8/9/2024	8/30/2024	34168	\$12,600.00	3737598	8003461
CTSG LLC	1184	DNCR BUREAU OF TRAILS	8/9/2024	8/30/2024	34169	\$5,040.00	3737598	8003461
CTSG LLC	1185	DNCR BUREAU OF TRAILS	8/9/2024	8/30/2024	34170	\$19,200.00	3737598	8003461
CTSG LLC	1210	DNCR TRAILS BUREAU	8/23/2024	9/18/2024	34312	\$17,950.00	3743345	8003461
CTSG LLC	1211	DNCR TRAILS BUREAU	8/23/2024	9/18/2024	34313	\$6,370.00	3743345	8003461
CTSG LLC	1212	DNCR BUREAU OF TRAILS	8/23/2024	9/18/2024	34314	\$23,400.00	3743345	8003461
CTSG LLC	1217	NH BUREAU OF TRAILS	8/30/2024	9/23/2024	34318	\$15,000.00	3745393	8003461
CTSG LLC	1218	NH BUREAU OF TRAILS	8/30/2024	9/23/2024	34319	\$6,580.00	3745393	8003461
CTSG LLC	1226	NH BUREAU OF TRAILS	9/6/2024	9/30/2024	34320	\$14,000.00	3749435	8003461
CTSG LLC	1227	NH BUREAU OF TRAILS	9/6/2024	9/30/2024	34321	\$4,900.00	3749435	8003461
CTSG LLC	1228	NH BUREAU OF TRAILS	9/6/2024	9/30/2024	34322	\$19,200.00	3749435	8003461
CTSG LLC	1219	DNCR BUREAU OF TRAILS	9/10/2024	10/21/2024	34497	\$20,400.00	3757572	8003461
CTSG LLC	1241	DNCR BUREAU OF TRAILS	9/13/2024	10/7/2024	34394	\$5,600.00	3751726	8003461
CTSG LLC	1242	DNCR BUREAU OF TRAILS	9/13/2024	10/7/2024	34392	\$22,800.00	3751726	8003461
CTSG LLC	1247	DNCR BUREAU OF TRAILS	9/20/2024	10/14/2024	34393	\$18,100.00	3754828	8003461
CTSG LLC	1248	DNCR BUREAU OF TRAILS	9/20/2024	10/14/2024	34390	\$7,000.00	3754828	8003461
CTSG LLC	1249	DNCR BUREAU OF TRAILS	9/20/2024	10/14/2024	34391	\$22,200.00	3754828	8003461
CTSG LLC	1240	DNCR BUREAU OF TRAILS	9/24/2024	10/17/2024	34389	\$20,350.00	3756440	8003461
CTSG LLC	1253	DNCR BUREAU OF TRAILS	9/27/2024	10/21/2024	34491	\$12,400.00	3757572	8003461
CTSG LLC	1254	DNCR BUREAU OF TRAILS	9/27/2024	10/21/2024	34492	\$4,760.00	3757572	8003461
CTSG LLC	1255	DNCR BUREAU OF TRAILS	9/27/2024	10/21/2024	34493	\$18,000.00	3757572	8003461
CTSG LLC	1268	DNCR BUREAU OF TRAILS	10/4/2024	10/28/2024	34494	\$6,020.00	3761800	8003461
CTSG LLC	1269	DNCR BUREAU OF TRAILS	10/4/2024	10/28/2024	34495	\$19,800.00	3761800	8003461
CTSG LLC	1270	DNCR BUREAU OF TRAILS	10/4/2024	10/28/2024	34496	\$6,860.00	3761800	8003461
CTSG LLC	1277	DNCR BUREAU OF TRAILS	10/11/2024	11/4/2024	34531	\$9,600.00	3764170	8003461
CTSG LLC	1278	DNCR BUREAU OF TRAILS	10/11/2024	11/4/2024	34533	\$6,580.00	3764170	8003461
CTSG LLC	1279	DNCR BUREAU OF TRAILS	10/11/2024	11/4/2024	34534	\$4,620.00	3764170	8003461

Contract 8003461**Spend Data**

CTSG LLC	1286	NHFG	10/22/2024	11/4/2024	95577	\$2,744.00	3764170	8003461
CTSG LLC	1298	DNCR FOREST & LANDS	10/28/2024	12/10/2024	6268726	\$3,995.00	3778164	8003461
CTSG LLC	1316	DNCR FOREST & LANDS	11/12/2024	12/10/2024	6268724	\$3,948.00	3778164	8003461
CTSG LLC	1318	NH BUREAU OF TRAILS	11/13/2024	12/6/2024	6266728	\$1,362.50	3776785	8003461
CTSG LLC	1317	DNCR FOREST & LANDS	11/18/2024	12/11/2024	6268733	\$1,690.00	3778673	8003461
CTSG LLC	1332	DNCR FOREST & LANDS	11/21/2024	12/16/2024	6268720	\$4,312.50	3780289	8003461
CTSG LLC	1533	DNCR BUREAU OF TRAILS	7/25/2025	8/18/2025	36177	\$3,600.00	3897950	8003461
CTSG LLC	1534	DNCR BUREAU OF TRAILS	7/25/2025	8/18/2025	36178	\$16,800.00	3897950	8003461
CTSG LLC	1535	DNCR BUREAU OF TRAILS	7/25/2025	8/18/2025	36179	\$6,200.00	3897950	8003461
CTSG LLC	1536	DNCR BUREAU OF TRAILS	7/25/2025	8/18/2025	36180	\$1,560.00	3897950	8003461
CTSG LLC	1537	DNCR BUREAU OF TRAILS	8/3/2025	8/25/2025	36252	\$30,000.00	3900790	8003461
CTSG LLC	1538	DNCR BUREAU OF TRAILS	8/3/2025	8/25/2025	36254	\$15,400.00	3900790	8003461
CTSG LLC	1539	DNCR BUREAU OF TRAILS	8/3/2025	8/25/2025	36255	\$6,260.00	3900790	8003461
CTSG LLC	1569	NHFG	8/19/2025	9/2/2025	99740	\$9,148.00	3904319	8003461
CTSG LLC	1574	CEDAR STREAM NH BUREAU TRAILS	8/22/2025	9/15/2025	36423	\$27,000.00	3909354	8003461
CTSG LLC	1576	CEDAR STREAM NH BUREAU TRAILS	8/22/2025	9/15/2025	36425	\$12,500.00	3909354	8003461
CTSG LLC	1577	CEDAR STREAM NH BUREAU TRAILS	8/22/2025	9/15/2025	36426	\$6,160.00	3909354	8003461
CTSG LLC	1578	CEDAR STREAM NH BUREAU TRAILS	9/5/2025	9/29/2025	36427	\$28,800.00	3915769	8003461
CTSG LLC	1579	CEDAR STREAM NH BUREAU TRAILS	9/5/2025	9/29/2025	36428	\$19,200.00	3915769	8003461
CTSG LLC	1580	CEDAR STREAM NH BUREAU TRAILS	9/5/2025	9/29/2025	36429	\$7,420.00	3915769	8003461
CTSG LLC	1591	DNCR BUREAU OF TRAILS	9/5/2025	10/2/2025	36583	\$12,600.00	3917236	8003461
CTSG LLC	1592	DNCR NH BUREAU OF TRAILS	9/5/2025	10/2/2025	36584	\$13,400.00	3917236	8003461
CTSG LLC	1593	DNCR NH BUREAU OF TRAILS	9/5/2025	10/2/2025	36585	\$6,020.00	3917236	8003461
CTSG LLC	1600	DNCR NH BUREAU OF TRAILS	9/12/2025	10/6/2025	36586	\$13,237.50	3918395	8003461
CTSG LLC	1600	DNCR NH BUREAU OF TRAILS	9/12/2025	10/6/2025	36586	\$90.50	3918395	8003461
CTSG LLC	1601	DNCR BUREAU OF TRAILS	9/12/2025	10/6/2025	6583175	\$10,000.00	3918395	8003461
CTSG LLC	1602	DNCR NH BUREAU OF TRAILS	9/12/2025	10/6/2025	36587	\$7,420.00	3918395	8003461
CTSG LLC	1603	DNCR NH BUREAU OF TRAILS	9/12/2025	10/6/2025	36588	\$20,762.00	3918395	8003461
CTSG LLC	1607	DNCR NH BUREAU OF TRAILS	9/21/2025	10/14/2025	36589	\$19,200.00	3922317	8003461
CTSG LLC	1608	DNCR NH BUREAU OF TRAILS	9/21/2025	10/14/2025	36590	\$20,400.00	3922317	8003461
CTSG LLC	1609	DNCR NH BUREAU OF TRAILS	9/21/2025	10/14/2025	36591	\$6,860.00	3922317	8003461
CTSG LLC	1622	DNCR NH BUREAU OF TRAILS	9/28/2025	10/21/2025	36597	\$10,800.00	3925372	8003461
CTSG LLC	1623	DNCR NH BUREAU OF TRAILS	9/28/2025	10/21/2025	36598	\$28,400.00	3925372	8003461

Contract 8003461**Spend Data**

CTSG LLC	1624	DNCR NH BUREAU OF TRAILS	9/28/2025	10/21/2025	36599	\$7,280.00	3925372	8003461
CTSG LLC	1640	DNCR TRAILS	10/5/2025	10/28/2025	36683	\$12,000.00	3930324	8003461
CTSG LLC	1641	DNCR TRAILS	10/5/2025	10/28/2025	36684	\$23,800.00	3930324	8003461
CTSG LLC	1642	DNCR TRAILS	10/5/2025	10/28/2025	36685	\$6,160.00	3930324	8003461
CTSG LLC	1650	DNCR TRAILS	10/10/2025	11/3/2025	36686	\$16,200.00	3932267	8003461
CTSG LLC	1651	DNCR TRAILS	10/10/2025	11/3/2025	36687	\$20,000.00	3932267	8003461
CTSG LLC	1652	DNCR TRAILS	10/10/2025	11/3/2025	36688	\$5,740.00	3932267	8003461
CTSG LLC	1654	DNCR TRAILS	10/13/2025	11/4/2025	36689	\$3,600.00	3932701	8003461
CTSG LLC	1666	NHFG REGION 1	10/24/2025	11/4/2025	100645	\$5,752.00	3932701	8003461

Total Spend \$858,992.00



**FIRST AMENDMENT TO THE CONTRACT BETWEEN
CTSG LLC
AND
THE STATE OF NEW HAMPSHIRE,
DEPARTMENT OF ADMINISTRATIVE SERVICES,
FOR EQUIPMENT RENTAL WITH OPERATOR SERVICES
CONTRACT # 8003461**

This First Amendment (hereinafter referred to as the "Amendment"), is by and between the State of New Hampshire, Department of Administrative Services (hereinafter referred to as "the State") and CTSG LLC (hereinafter referred to as "the Contractor") for equipment rental with operator services.

WHEREAS, pursuant to an agreement effective June 26, 2024, and set to expire February 28, 2027, (hereinafter referred to as "the Agreement"), the Contractor agreed to perform certain equipment rental with operator services for the State in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, pursuant to Section 18 of the Agreement, the Agreement may be amended by an instrument in writing executed by both parties;

NOW, THEREFORE, for and in consideration of the mutual promises set forth in this Amendment and the underlying Agreement, the parties do mutually agree as follows:

1. Delete in its entirety Form Number P-37, item 1.8 Price Limitation and substitute the following:
\$858,992.00
Amend Exhibit C, 11. Contract Price: Change to the following: \$858,992.00
2. All other provisions of the Agreement, approved by the Governor and Executive Council on June 26, 2024, Item #208, on shall remain in full force and effect.

CTSG LLC

By: Clark Jeffers
Clark Jeffers
(Print Name)

Title: Owner

Date: 5/26/26

STATE OF NEW HAMPSHIRE

By: Charles M. Arlinghaus
Charles M. Arlinghaus
(Print Name)

Title: Commissioner
Department of Administrative Services

Date: 6.29.26

OFFICE OF THE ATTORNEY GENERAL

By: Christen Lavers
Christen Lavers
(Print Name)

Title: Sr. Assistant Attorney General

Date: 7/6/26

The foregoing contract was approved by the
Governor and Council of New Hampshire on

Signed: _____

(Print Name)

Title: _____

State of New Hampshire

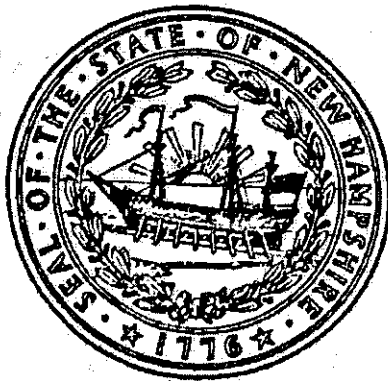
Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that CTSG LLC is a New Hampshire Limited Liability Company registered to transact business in New Hampshire on February 09, 2018. 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: 787947

Certificate Number: 0007936342



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 26th day of May A.D. 2026.

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

David M. Scanlan
Secretary of State

Sole Member LLC Certification of Authority

I, Clark Jeffers, hereby certify that I am the Sole Member
(Printed First and Last Name)

of CTSG LLC which is registered with the Secretary of State under RSA 349.
(Name of Business)

I certify that I am the sole owner of my business.

I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person listed above currently occupies the position indicated and that they have full authority to bind the business. This authority **shall remain valid for thirty (30) days** from the date of this Corporate Resolution.

DATED: 5/26/26

ATTEST:

Clark Jeffers
(Signature)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/26/2025

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 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	CONTACT NAME: Michelle Weldon
Wieczorek Insurance	PHONE (A/C No. Ext): (603) 668-3311
166 Concord St.	FAX (A/C No.): (603) 668-8413
	E-MAIL ADDRESS: michelle@wizinsurance.com
Manchester NH 03104	INSURER(S) AFFORDING COVERAGE
INSURED	INSURER A: Frankenmuth Mutual Insurance Co
CTSG, LLC	INSURER B: Patriot Insurance Company
Clark E Jeffers, DBA: Jeffers Sand & Gravel	INSURER C: Allied Eastern Indemnity Co
15 Grant Road	INSURER D:
Colebrook NH 03576	INSURER E:
	INSURER F:

COVERAGES

CERTIFICATE NUMBER: 25/26

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	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			6645018	10/22/2025	10/22/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS			6645017	10/22/2025	10/22/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist combined sir \$ Included
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			6645018	10/22/2025	10/22/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$
C	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		per 3A: NH Excl: Sandra and Clark Jeffers 003-0000111743-2025A	10/22/2025	10/22/2026	☒ PER STATUTE ☐ 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)

Please refer to policy for complete details and information regarding limitations and exclusions.

CERTIFICATE HOLDER

CANCELLATION

Christopher.R.Fuller@das.nh.g

State of New Hampshire
Department of Administrative Services
Division of Procurement and Support Servi
25 Capitol Street
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

Robert Wieczorek/MICH

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