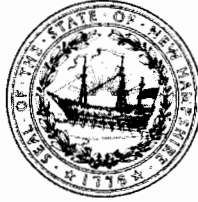


S.A.M.
136

**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

GORDON J. MACDONALD
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

May 23, 2017

His Excellency, Governor Christopher T. Sununu
And the Honorable Council
State House
Concord New Hampshire 03301
Your Excellency and Members of the Council:

REQUESTED ACTION

Authorize the Department of Justice to amend an existing **sole source** contract with Sophus Consulting Inc., Folsom CA 95630 (Vendor # 201182, Purchase Order #1050805) approved by the Governor and Executive Council on November 12, 2014, item #58A, amended on June 24, 2015, item #5F, amended on December 16, 2015, item #4C, and further amended May 18, 2016, item #47 for enhancements and version updates to the ProLaw case management system, by extending the contract end date from June 30, 2017 to June 30, 2019 and by increasing the contract limitation by \$126,000 from \$411,210 to \$537,210.00 effective upon approval of the Governor and Executive Council through June 30, 2019.

Funds to support this request are anticipated to be available in the following account in State Fiscal Year 2018 through State Fiscal Year 2019 upon the availability and continued appropriation of funds in future operating budgets, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified. 100% General Funds.

SFY	CAT#-DEPT#-AGENCY#-ACTIVITY#-ACCTG UNIT#- DEPT NAME -ACCTG UNIT NAME CLASS CODE- ACCOUNT CODE -OBJ (ACCOUNT) DESC	JOB #	AMOUNT
2018	01-03-03-030010-76200000 DoIT-IT for Justice, 046-500465 IT Consultant – Non-Benefit	03200001	\$63,000
2019	01-03-03-030010-76200000 DoIT- IT for Justice, 046-500465 IT Consultant – Non-Benefit	03200001	\$63,000
		Total	\$126,000

EXPLANATION

This is a sole source request because the Department of Justice is currently working with the vendor on existing module upgrades to this proprietary software and needs to

His Excellency, Governor Christopher T. Sununu

And the Honorable Council

Page 2

remain with the vendor for expansions and future upgrades. The Department entered into a sole source contract agreement with Sophus Consulting Inc. on November 12, 2014 in order to upgrade the Department's current electronic records and case management system, entitled ProLaw, from version 9 to version 11. Before this upgrade could take place, the Department needed to upgrade and move their existing network server to the Department of Safety in order to be Criminal Justice Information Services (CJIS) compliant. The server migration took longer than expected and work remained to upgrade and expand the remaining ProLaw modules used by Bureaus. Therefore, on June 24, 2015, the Department requested, and received approval, to extend the contract end date to December 31, 2015. Although much of the planned work regarding the expansion of ProLaw was completed, there were still more enhancements to be made. Therefore, on December 16, 2015, the Department requested, and received approval, to extend the contract end date to June 30, 2017.

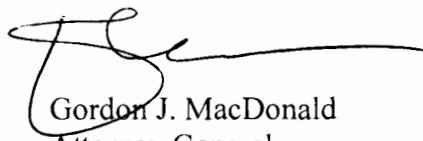
During the course of this expansion, it was determined that three new modules needed to be added. Therefore, on May 18, 2016, the Department requested, and received approval to increase the contract price limitation in order to add the three new modules and to upgrade ProLaw to a Microsoft Windows 10 compatible version.

The module expansion has taken longer than expected and has also delayed the upgrade timeline. The time extension request from June 30, 2017 to June 30, 2019 is to complete the final phases of the ProLaw expansion and the upgrade of ProLaw which is needed to be compatible with Microsoft Windows 10. There remains adequate funding for these projects.

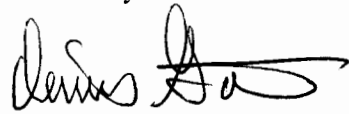
The requested increase to the contract will be expended for the regular maintenance and support for the ProLaw program.

Please let me know if you have any questions concerning this request. Your consideration is greatly appreciated.

Respectfully submitted,



Gordon J. MacDonald
Attorney General



Denis Goulet, Commissioner
Department of Information Technology

#1693383

A&E RID: 20487



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY

27 Hazen Dr., Concord, NH 03301
Fax: 603-271-1516 TDD Access: 1-800-735-2964
www.nh.gov/doi

Denis Goulet
Commissioner

May 1, 2017

David A. Rienzo
Assistant Attorney General
Department of Justice
State of New Hampshire
33 Capitol Street
Concord, NH 03301

Dear Attorney Rienzo:

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 Sophus Consulting Inc., as described below and referenced as DoIT No. 2015-047D.

The purpose of this amendment is for Sophus Consulting to upgrade the Department of Justice's version of ProLaw to the most current version, complete the replacement of FileNet with ProLaw, provide enhancements and additions to the functionality of ProLaw, and finally to provide ongoing support and maintenance. This contract amendment includes the extension of the contract from June 30, 2017 to June 30, 2019.

The funding amount for this amendment is \$126,000, increasing the current contract from \$411,210.00 to \$537,210.00. The contract shall become effective upon Governor and Council approval through June 30, 2019.

A copy of this letter should accompany the Department of Justice's submission to the Governor and Executive Council for approval.

Sincerely,

Denis Goulet

DG/kaf
Contract #2015-047D

cc: Rebecca Bolton, DoIT

STATE OF NEW HAMPSHIRE
DEPARTMENT OF JUSTICE
CASE MANAGEMENT SYSTEM UPGRADE
CONTRACT 2015-047
CONTRACT AMENDMENT IV

This amendment (hereinafter called the Amendment) is by and between the Department of Justice and Sophus Consulting, Inc. (hereinafter called the Contractor).

WHEREAS, pursuant to an Agreement (hereinafter called the Contract) approved by the Governor and Council on November 12, 2014, item #58A amended and approved by the Governor and Council on June 24, 2015, item 5F and further amended and approved by the Governor and Council on December 16, 2015, item 4C, and further amended and approved by the Governor and Council on May 18, 2016, item #47, the Contractor agreed to perform certain services upon the terms and conditions specified in the Contract, and in consideration of payment by the Department of Justice of certain sums specified therein;

WHEREAS, pursuant to the provisions of paragraph 18.8 of the Contract, the Contract may be amended, waived or discharged by written instrument executed by the parties thereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire;

WHEREAS, the Contractor and the Department of Justice have agreed to amend the Contract in certain aspects;

NOW, THEREFORE, in consideration of the foregoing, 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. Form P-37, General Provisions, Block 1.7 Completion Date: Amend from June 30, 2017 to June30, 2019.
- B. Form P-37, General Provisions, Block 1.8 Price Limitation: Amend the price limitation from \$411,210.00 to \$537,210.00.
- C. Append to Section 7 – Services the following: 7.3 Support Services – as set out in Exhibit G, the vendor shall provide maintenance and support for ProLaw.
- D. Strike Exhibit G and replace with the following:
Exhibit G: Maintenance and Support.
Description:
Contractor shall provide support services to the DOJ in the production use of the ProLaw system on an as-needed basis. This includes, but is not limited to, consulting on general application and technical issues, resolution of workstation specific integration problems and facilitating

DOJ Interactions with ProLaw's publisher, Thomson Reuters, when issues require escalation to ProLaw developers.

Contractor Responsibilities:

The contractor will provide support in the following areas:

- Application/GUI- Functionality problems (Bugs); resolution of identified issues and application errors.
- Assistance in the troubleshooting or resolution of database related issues including those related to structure or business logic.
- Ongoing enhancements and configuration to address business requirements.
- Conversion of legacy systems and integration with third-party solutions.
- Management and maintenance of ProLaw Report Agent and Groupware Agent for Exchange services, logs and errors.
- MS SSRS Reports updates and changes including development of custom queries.
- Minor software version upgrades.
- Additional services as mutually agreed upon by DOJ and Contractor.

E. Amend Exhibit B – Price and Payment Schedule as follows:

Amend paragraph 1.1 by substituting \$537,210.00 for \$411,210.00.

Amend paragraph 2 by substituting \$537,210.00 for \$411,210.00.

2. Effective Date of Amendment

This Amendment shall take effect upon the date of approval by Governor and Council

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 hereunder, shall remain in full force and effect with the terms and conditions set forth herein.

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

Angelo M. Whitfield

Angelo Whitfield, Principal
Sophus Consulting, Inc.

5/1/17

Date

Kareem Com

5/9/17

Kathleen Carr
Director of Administration

Date

Approved by the Attorney General (Form, Substance and Execution)



Attorney

4 May 2017

Date

Approved by Governor and Executive Council

Date

State of New Hampshire

Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that SOPHUS CONSULTING is a California Profit Corporation registered to do business in New Hampshire as SOPHUS CONSULTING, INC. on November 08, 2010. 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: 638452



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 4th day of May A.D. 2017.

A handwritten signature in black ink, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

**CERTIFICATE OF CORPORATE RESOLUTION
AUTHORIZING CASE MANAGEMENT SYSTEM UPGRADE PROJECT**

I, ANGELO M WHITFIELD, President of SOPHUS CONSULTING, organized and existing under the laws of CALIFORNIA and having its principal place of business at 2795 E BIDWELL ST, STE 100-166, FOLSOM, CA 95630, hereby certify that the following is a true copy of a resolution adopted by the Board of Directors of the Corporation at a meeting convened and held on May 1, 2017 at which a quorum was present and voting throughout and that such resolution is now in full force and effect and is in accordance with the provisions of the charter and by-laws of the Corporation.

RESOLVED: That the Corporation approves the CASE MANAGEMENT SYSTEM UPGRADE PROJECT as was or will be submitted to THE NEW HAMPSHIRE DEPARTMENT OF JUSTICE;

RESOLVED: That the PRESIDENT of the Corporation is hereby authorized to sign on behalf of the Corporation any contracts or forms for the CASE MANAGEMENT SYSTEM UPGRADE PROJECT;

RESOLVED FURTHER: That the PRESIDENT is hereby authorized and directed to certify to any interested party that this resolution has been duly adopted, is in full force and effect, and is in accordance with the provisions of the charter and by-laws of the Corporation.

I further certify that this Corporation is duly organized and existing, and has the power to take the action called for by the foregoing resolution.

DIRECTORS

<u>Angelo M. Whitfield</u>	<u>5/1/17</u>
President	Date
<u>Angelo M. Whitfield</u>	<u>5/1/17</u>
Secretary	Date
<u>Angelo M. Whitfield</u>	<u>5/1/17</u>
Treasurer	Date

Witness my hand seal of this corporation on this 1st day of May, 2017.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/25/2017

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).

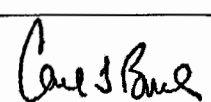
PRODUCER Hiscox Inc. d/b/a/ Hiscox Insurance Agency in CA 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007		FAX (A/C, No):
	E-MAIL ADDRESS: contact@hiscox.com		
INSURED Sophus Consulting 2795 E Bidwell Street Suite 100-166 Folsom CA 95630	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Hiscox Insurance Company Inc		10200
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		

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
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ 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 \$ \$
	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				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability	N		UDC-1470606-EO-16	07/07/2016	07/07/2017	Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER The New Hampshire Department of Justice 33 Capital 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 
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ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

MAY 05 '16 PM 1:05 DAS

47
Rice

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

May 2, 2016

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord New Hampshire 03301

Your Excellency and Members of the Council:

REQUESTED ACTION

Authorize the Department of Justice to amend an existing **sole source** contract with Sophus Consulting Inc., Folsom CA 95630 (Vendor # 201182-B001, Purchase Order #7001480) approved by the Governor and Executive Council on November 12, 2014, item #58A, amended on June 24, 2015, item #5F, and further amended on December 16, 2015, item #4C by increasing the contract limitation by \$111,210 from \$300,000 to \$411,210 upon approval of the Governor and Executive Council through June 30, 2017.

Funding is available in account #01-03-03-030010-76200000-046-500464, Department of Information Technology as follows: 100% Transfers from Department of Justice

Fiscal Year 2016
\$48,210

Fiscal Year 2017
\$63,000

EXPLANATION

This is a sole source request because the Department of Justice is currently working with the vendor on existing module upgrades to this proprietary software and needs to remain with the vendor for expansions and future upgrades. The Department entered into a sole source contract agreement with Sophus Consulting Inc. on November 12, 2014 in order to upgrade the Department's current electronic records and case management system entitled Prolaw. Before this upgrade could take place, the Department needed to upgrade and move their existing network server to the Department of Safety in order to be Criminal Justice Information Services (CJIS) compliant. The server migration took longer than expected and work remained

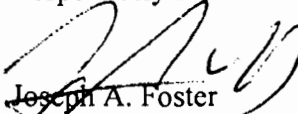
to upgrade and expand the remaining Prolaw modules used by Bureaus. As a result, another time extension was requested on December 16, 2015 to June 30, 2017.

This request is to fund both the expansion of Prolaw to broaden its use to bureaus that have not used Prolaw but are in need of its functionality, and to upgrade to the newest version of Prolaw in order to be compatible with Microsoft Windows 10. Specifically, these funds will be expended to perform the following work:

- ProLaw will be expanded to become the case manager for the Office of the Chief Medical Examiner, which is currently using a system that is many years out of date and does not allow the data collection and evidence tracking that they require.
- ProLaw will replace a roughly 10-year-old installation of FileNet in the Charitable Trusts Division. The version of FileNet server that is being used runs only on a version of Microsoft Windows Server that is no longer being supported by Microsoft, and therefore must be isolated from other computers due to its vulnerability to malicious software. Furthermore, the FileNet client computers must run Windows XP, which likewise is not being supported by Microsoft, and accordingly is not receiving security updates. When this transition is completed, every computer will be running modern operating systems which routinely receive security updates.
- For a limited time, Microsoft is offering the Department free upgrades to Windows 10. This will provide approximately \$35,000 worth of Microsoft software at no cost to the Department. In order for the Department to take advantage of this offer, ProLaw must be upgraded to the most recent version. The newest Prolaw version has been certified compatible with Windows 10.
- Regular maintenance to the Prolaw program.

Your consideration of this request would be most appreciated. Please let me know if you have any questions.

Respectfully submitted,


Joseph A. Foster
Attorney General

#1411430



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY

27 Hazen Dr., Concord, NH 03301
Fax: 603-271-1516 TDD Access: 1-800-735-2964
www.nh.gov/doit

Denis Goulet
Commissioner

April 3, 2016

David A. Rienzo
Assistant Attorney General
Department of Justice
33 Capitol Street
Concord, NH 03301

Dear Attorney Rienzo:

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 Sophus Consulting Inc., as described below and referenced as DoIT No. 2015-047C.

The purpose of this amendment is to enable Sophus Consulting to continue to upgrade the ProLaw case management system and provide enhanced the ProLaw functionality. The contract amendment includes funding for \$111,210.00, increasing the total amount from \$300,000 to \$411,210.00 effective upon Governor and Executive Council approval. Contract end date remains June 30, 2017.

A copy of this letter should accompany the Department of Justice's submission to Governor and Executive Council for approval.

Sincerely,

A handwritten signature in black ink, appearing to read 'Denis Goulet', with a large, stylized flourish at the end.

Denis Goulet

DG/mh
Contract 2015-047C

cc: Rebecca Bolton, DoIT

STATE OF NEW HAMPSHIRE
DEPARTMENT OF JUSTICE
CASE MANAGEMENT SYSTEM UPGRADE
CONTRACT 2015-047
CONTRACT AMENDMENT III

This amendment (hereinafter called the Amendment) is by and between the Department of Justice and Sophus Consulting, Inc. (hereinafter called the Contractor).

WHEREAS, pursuant to an Agreement (hereinafter called the Contract) approved by the Governor and Council on November 12, 2014, item #58A amended and approved by the Governor and Council on June 24, 2015, item 5F and further amended and approved by the Governor and Council on December 16, 2015, item 4C , the Contractor agreed to perform certain services upon the terms and conditions specified in the Contract, and in consideration of payment by the Department of Justice of certain sums specified therein;


WHEREAS, pursuant to the provisions of paragraph 18.8 of the Contract, the Contract may be amended, waived or discharged by written instrument executed by the parties thereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire;

WHEREAS, the Contractor and the Department of Justice have agreed to amend the Contract in certain aspects;

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

I. Amendment and Modification of Contract

The Contract is hereby amended as follows:

- A. Form P-37, General Provisions, Block 1.8 Price Limitation: Amend the price limitation from \$300,000 to \$411,210.00.
- B. Delete paragraph 4.4 and replace with the following: The State shall assign a Contract Manager who shall function as the State's representative with regard to Contract administration. The State Contract Manager is:
David A. Rienzo
Department of Justice
33 Capitol Street
Concord, NH 03301
Tel: (603) 271-1119
Fax: (603) 271-2110
Email: david.rienzo@doj.nh.gov
- C. Amend paragraph 4.5 by striking everything following 'The State Project Manager is;' and inserting
David A. Rienzo
Department of Justice 

33 Capitol Street
Concord, NH 03301
Tel: (603) 271-1119
Fax: (603) 271-2110
Email: david.rienza@doj.nh.gov

- D. Amend Exhibit A, Paragraph 1 by striking each and every reference to ProLaw 2014 release 1 (ProLaw 2014.1) and substituting ProLaw 2016.
- E. Append to Exhibit A – Contract Deliverables the following:
 - 1. Contractor shall create new Areas of Law, including custom tabs, triggers and reports as needed for the Office of Chief Medical Examiner and the enforcement of RSA 541-C and RSA 541-D, the Tobacco Master Settlement Agreement/Non-Participating Manufacturer laws.
 - 2. Contractor shall create new ProLaw infrastructure to allow the Charitable Trusts Unit to migrate its data from its legacy FileNet system into ProLaw. This shall include creating custom queries, tabs, triggers and reports as required by the Charitable Trusts Unit.
- F. Amend Exhibit B – Price and Payment Schedule as follows:
 - 1. Amend paragraph 1.1 by substituting \$411,210.00 for \$300,000.
 - 2. Append the attached Appendix 1 to table set out in paragraph 1.1 titled “High Level Tasks.
 - 3. Amend paragraph 2 by substituting \$411,210.00 for \$300,000.

2. Effective Date of Amendment

This Amendment shall take effect upon the date of approval by Governor and Council

3. Continuance of Agreement

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

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

<p><u>Angelo M. Whitfield</u> Angelo Whitfield, Principal Sophus Consulting, Inc.</p>	<p><u>4/11/16</u> Date</p>
---	---

<p><u>Kathleen Carr</u> Kathleen Carr Director of Administration</p>	<p><u>4/12/16</u> Date</p>
--	---

Approved by the Attorney General (Form, Substance and Execution)

<p><u>[Signature]</u> Attorney</p>	<p><u>4/22/2016</u> Date</p>
---	---

Approved by Governor and Executive Council

<hr style="border: none; border-top: 1px solid black;"/>	<hr style="border: none; border-top: 1px solid black;"/>
	Date

State of New Hampshire Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that Sophus Consulting doing business in New Hampshire as Sophus Consulting, Inc., a(n) California corporation, is authorized to transact business in New Hampshire and qualified on November 8, 2010. I further certify that all fees and annual reports required by the Secretary of State's office have been received.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 21st day of April, A.D. 2016

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

**CERTIFICATE OF CORPORATE RESOLUTION
AUTHORIZING CASE MANAGEMENT SYSTEM UPGRADE PROJECT**

I, ANGELO M WHITFIELD, President of SOPHUS CONSULTING, organized and existing under the laws of CALIFORNIA and having its principal place of business at 2795 E BIDWELL ST, STE 100-166, FOLSOM, CA 95630, hereby certify that the following is a true copy of a resolution adopted by the Board of Directors of the Corporation at a meeting convened and held on April 11, 2016 at which a quorum was present and voting throughout and that such resolution is now in full force and effect and is in accordance with the provisions of the charter and by-laws of the Corporation.

RESOLVED: That the Corporation approves the CASE MANAGEMENT SYSTEM UPGRADE PROJECT as was or will be submitted to THE NEW HAMPSHIRE DEPARTMENT OF JUSTICE;

RESOLVED: That the PRESIDENT of the Corporation is hereby authorized to sign on behalf of the Corporation any contracts or forms for the CASE MANAGEMENT SYSTEM UPGRADE PROJECT;

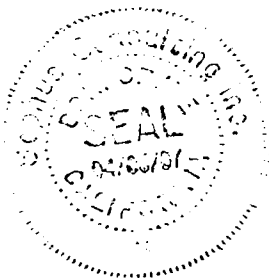
RESOLVED FURTHER: That the PRESIDENT is hereby authorized and directed to certify to any interested party that this resolution has been duly adopted, is in full force and effect, and is in accordance with the provisions of the charter and by-laws of the Corporation.

I further certify that this Corporation is duly organized and existing, and has the power to take the action called for by the foregoing resolution.

DIRECTORS

<u>Angelo M. Whitfield</u>	<u>4/11/16</u>
President	Date
<u>Angelo M. Whitfield</u>	<u>4/11/16</u>
Secretary	Date
<u>Angelo M. Whitfield</u>	<u>4/11/16</u>
Treasurer	Date

Witness my hand seal of this corporation on this 11th day of April, 2016.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/20/2016

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 Hiscox Inc. d/b/a/ Hiscox Insurance Agency in CA 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007	FAX (A/C, No):
	E-MAIL ADDRESS: contact@hiscox.com	
INSUREO Sophus Consulting 2795 E Bidwell Street Suite 100-166 Folsom CA 95630	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Hiscox Insurance Company Inc	NAIC # 10200
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

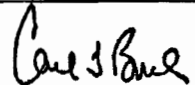
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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 GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		N	UDC-1470606-CGL-15	07/07/2015	07/07/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ S/T Gen. Agg. \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	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			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER **CANCELLATION**

The New Hampshire Department of Justice 33 Capital 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 
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CERTIFICATE OF LIABILITY INSURANCE

ACG
R022DATE (MM/DD/YYYY)
4/19/2016

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PRODUCER VAUGHT WRIGHT & BOND INC/PHS 122004 P: (866) 467-8730 F: (888) 443-6112 PO BOX 33015 SAN ANTONIO TX 78265	CONTACT NAME: PHONE (A/C, No, Ext): (866) 467-8730 FAX (A/C, No): (888) 443-6112	
	E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC# INSURER A: Hartford Underwriters Ins Co 30104	
INSURED SOPHUS CONSULTING 2795 E BIDWELL ST STE 100-106 FOLSOM CA 95630	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	
	INSURER G:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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Those usual to the Insured's Operations.

CERTIFICATE HOLDER

New Hampshire Dept of Justice
 33 CAPITOL ST
 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

Joe Tailor

© 1988-2015 ACORD CORPORATION. All rights reserved.

4C *[Signature]*

**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

November 25, 2015

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord New Hampshire 03301

Your Excellency and Members of the Council:

REQUESTED ACTION

Authorize the Department of Justice to amend an existing contract with Sophus Consulting Inc., Folsom CA 95630 (Vendor # 201182-B001, Purchase Order #7001480) approved by the Governor and Executive Council on November 12, 2014, item #58A, and amended on June 24, 2015, item #5F, by extending the contract end date from December 31, 2015 to June 30, 2017. No additional funding is involved in this time extension. 100% General Funds.

Funding is available in account #02-20-20-200030-79490000, 13-195:X-B-Prolaw Upgrade in the amount of \$300,000.

EXPLANATION

The Department of Justice entered into a contract agreement with Sophus Consulting Inc. on November 12, 2014 in order to upgrade the Department's current electronic records and case management system entitled Prolaw. Before this upgrade could take place, the Department needed to upgrade and move their existing network server to the Department of Safety in order to be Criminal Justice Information Services (CJIS) compliant. Because of this, the Department requested, through a first amendment, to extend the date of the contract through December 31, 2015 when it was expected the server migration and the Prolaw upgrade would be complete.

Although much of the planned work regarding the server migration has been completed, work remains to be done to upgrade existing Prolaw modules used by Bureaus. Further, the Department has to coordinate with the Contractor to expand the use of Prolaw to other Bureaus and Units that do not currently have access. The time extension allows the Department to move forward with finalizing these tasks. This upgrade should be completed no later than June 30, 2017.



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY
27 Hazen Dr., Concord, NH 03301
Fax: 603-271-1516 TDD Access: 1-800-735-2964
www.nh.gov/doit

Denis Goulet
Commissioner

November 30, 2015

David A. Rienzo
Assistant Attorney General
Department of Justice
33 Capitol Street
Concord, NH 03301

Dear Attorney Rienzo:

This letter represents formal notification that the Department of Information Technology (DoIT) has approved your agency's request to enter into Contract Amendment with Sophus Consulting Inc, as described below and referenced as DoIT No. 2015-047B.

The purpose of this amendment is to enable Sophus Consulting to continue to upgrade ProLaw case management system. This contract amendment includes the extension of the contract from December 31, 2015 to June 30, 2017. The amendment will be effective upon Governor and Executive Council approval through June 30, 2017. No additional funds are requested.

A copy of this letter should accompany the Department of Justice's submission to Governor and Executive Council for approval.

Sincerely,

Assurance Lukky
for Denis Goulet

DG/mh
Contract 2015-047B

cc: Rebecca Bolton, DoIT
Leslie Mason, DoIT

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

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

Angelo M. Whitfield

Angelo Whitfield, Principal
Sophus Consulting, Inc.

11/23/15

Date

Kathleen Carr

Kathleen Carr
Director of Administration

11/24/15

Date

Approved by the Attorney General (Form, Substance and Execution)

[Signature]

Attorney

11/24/15

Date

Approved by Governor and Executive Council

Date

**CERTIFICATE OF CORPORATE RESOLUTION
AUTHORIZING CASE MANAGEMENT SYSTEM UPGRADE PROJECT**

I, ANGELO M WHITFIELD, President of SOPHUS CONSULTING, organized and existing under the laws of CALIFORNIA and having its principal place of business at 2795 E BIDWELL ST, STE 100-166, FOLSOM, CA 95630, hereby certify that the following is a true copy of a resolution adopted by the Board of Directors of the Corporation at a meeting convened and held on November 23, 2015 at which a quorum was present and voting throughout and that such resolution is now in full force and effect and is in accordance with the provisions of the charter and by-laws of the Corporation.

RESOLVED: That the Corporation approves the CASE MANAGEMENT SYSTEM UPGRADE PROJECT as was or will be submitted to THE NEW HAMPSHIRE DEPARTMENT OF JUSTICE;

RESOLVED: That the PRESIDENT of the Corporation is hereby authorized to sign on behalf of the Corporation any contracts or forms for the CASE MANAGEMENT SYSTEM UPGRADE PROJECT;

RESOLVED FURTHER: That the PRESIDENT is hereby authorized and directed to certify to any interested party that this resolution has been duly adopted, is in full force and effect, and is in accordance with the provisions of the charter and by-laws of the Corporation.

I further certify that this Corporation is duly organized and existing, and has the power to take the action called for by the foregoing resolution.

DIRECTORS

<u>Angelo M. Whitfield</u>	<u>11/23/15</u>
President	Date
<u>Angelo M. Whitfield</u>	<u>11/23/15</u>
Secretary	Date
<u>Angelo M. Whitfield</u>	<u>11/23/15</u>
Treasurer	Date

Witness my hand seal of this corporation on this 20th day of NOVEMBER, 2015.



CERTIFICATE OF LIABILITY INSURANCE

JMO
R045DATE (MM/DD/YYYY)
11/12/2015

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.

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PRODUCER VAUGHT WRIGHT & BOND INC/PHS 122004 P: (866) 467-8730 F: (888) 443-6112 PO BOX 33015 SAN ANTONIO TX 78265	CONTACT NAME PHONE (AC, No, Ext): (866) 467-8730		FAX (AC, No): (888) 443-6112
	E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE			
INSURER A Hartford Underwriters Insurance Co.			NAICS 30104
INSURED			
SOPHUS CONSULTING 2795 E BIDWELL ST STE 100-106 FOLSOM CA 95630			
INSURER B:			
INSURER C:			
INSURER D:			
INSURER E:			
INSURER F:			

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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CERTIFICATE HOLDER**CANCELLATION**

New Hampshire Department of Justice
 33 CAPITOL ST
 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

Joe Tailor

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5F
Beal
JK

**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL

ANN M. RICE
DEPUTY ATTORNEY GENERAL



June 4, 2015

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Justice to amend an existing contract with Sophus Consulting Inc., 2795 E. Bidwell Street, Suite 100-166, Folsom CA 95630 (Vendor # 201182-B001, Purchase Order #7001480) approved by the Governor and Executive Council on November 12, 2014, item #58A, by extending the contract end date from June 30, 2015 to December 31, 2015. No additional funding is involved in this time extension. 100% General Funds.

Funding is available in account #02-20-20-200030-79490000, 13-195:X-B-Prolaw Upgrade in the amount of \$300,000 upon the availability and continued appropriation of funds in the future operating budget.


EXPLANATION

The Department of Justice entered into a contract agreement with Sophus Consulting Inc. on November 12, 2014 in order to upgrade the Department's current electronic records and case management system entitled Prolaw. Before this upgrade could take place, the Department needed to upgrade and move their existing network to the Department of Safety in order to be Criminal Justice Information Services (CJIS) compliant.

The new network installation at the Department of Safety has neared completion allowing the Department to move forward with the final stages of the Prolaw upgrade. This upgrade should be completed no later than December 31, 2015.

Your consideration of this request would be most appreciated. Please let me know if you have any questions.

Respectfully submitted,


Joseph A. Foster
Attorney General

#1110145

STATE OF NEW HAMPSHIRE
DEPARTMENT OF JUSTICE
CASE MANAGEMENT SYSTEM UPGRADE
CONTRACT 2015-047
CONTRACT AMENDMENT 1

This amendment (hereinafter called the Amendment) is by and between the Department of Justice and Sophus Consulting, Inc. (hereinafter called the Contractor).

WHEREAS, pursuant to an Agreement (hereinafter called the Contract) approved by the Governor and Council on November 17, 2010, item #75B, the Contractor agreed to perform certain services upon the terms and conditions specified in the Contract, and in consideration of payment by the Department of Justice of certain sums specified therein;

WHEREAS, pursuant to the provisions of paragraph 18.8 of the Contract, the Contract may be amended, waived or discharged by written instrument executed by the parties thereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire;

WHEREAS, the Contractor and the Department of Justice have agreed to amend the Contract in certain aspects;

NOW, THEREFORE, in consideration of the foregoing, 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. Form P-37, General Provisions, Block 1.7 Completion Date: Extend the contracted date of completion from June 30, 2015 to December 31, 2015.
- B. Delete paragraph 19.9.1.1 and replace with the following:
Comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$250,000 per claim and \$1,000,000 per incident and no less than \$1,000,000 in excess/umbrella liability each occurrence; and

2. Effective Date of Amendment

This Amendment shall take effect upon the date of approval by Governor and Council

3. Continuance of Agreement



State of New Hampshire
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that Sophus Consulting doing business in New Hampshire as Sophus Consulting, Inc., a(n) California corporation, is authorized to transact business in New Hampshire and qualified on November 8, 2010. I further certify that all fees and annual reports required by the Secretary of State's office have been received.



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 May, A.D. 2015

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/22/2015

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.

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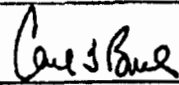
PRODUCER Hiscox Inc. d/b/a/ Hiscox Insurance Agency in CA 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 FAX (A/C, No): E-MAIL ADDRESS: contact@hiscox.com																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Hiscox Insurance Company Inc</td> <td></td> <td>10200</td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: Hiscox Insurance Company Inc		10200	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:	
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CERTIFICATE OF LIABILITY INSURANCE

GCS
R022DATE (MM/DD/YYYY)
5/20/2015

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 VAUGHT WRIGHT & BOND INC/PHS 122004 P: (866) 467-8730 F: (888) 443-6112 PO BOX 33015 SAN ANTONIO TX 78265	CONTACT NAME PHONE (AC, No, Ext) (866) 467-8730 FAX (AC, No) (888) 443-6112
	E-MAIL ADDRESS INSURER(S) AFFORDING COVERAGE NAIC# INSURER A: Hartford Accident and Indemnity Company 22357 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED SOPHUS CONSULTING 2795 E BIDWELL ST STE 100-106 FOLSOM CA 95630	

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 INSR	SUBR NYR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ 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	EMPLOYERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below			57 WEC LN7485	07/06/2015	07/06/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER EL EACH ACCIDENT \$1,000,000 EL DISEASE - EA EMPLOYEE \$1,000,000 EL DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Those usual to the Insured's Operations.

CERTIFICATE HOLDER New Hampshire Department of Justice 33 Capitol 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 <i>Tara Tailor</i>
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58A *Beard*

**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

October 31, 2014

Her Excellency Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord, NH 03301

Your Excellency and Members of the Council:

REQUESTED ACTION

Authorize the Department of Justice to enter into a **sole source** contract with Sophus Consulting, Folsom, CA (vendor #201182-B001) in the amount of \$300,000 for the purpose of upgrading the Department's ProLaw case management system effective with the date of Governor and Council approval through June 30, 2015. 100% Capital Funds *General Funds*

Funding is available in account #02-20-20-200030-79490000, 13-195:X-B - Prolaw Upgrade.

EXPLANATION

In the past, the Department of Justice's (DOJ) electronic records and case management system was put out to bid after extensive work with the Department of Information Technology to specify the work needed. The only response received was from the Sophus Consulting. Therefore, this contract was negotiated with Sophus due to their successful implementation of the past upgrades and their current and extensive knowledge and expertise relating to DOJ's electronic records and case management system (ProLaw). Sophus has extensive experience providing virtually identical services to other state Attorneys General's offices and other similarly-sized government law offices. Sophus is uniquely skilled and knowledgeable regarding the work that needs to be done and has been an excellent vendor-partner in the past.

The Department of Justice uses ProLaw to manage its case records. The current version of ProLaw is no longer supported and is highly susceptible to catastrophic failure. It is critical that we upgrade this software to ensure the ongoing functionality of the system supporting the civil and criminal prosecution functions as well as all other functions of the DOJ.

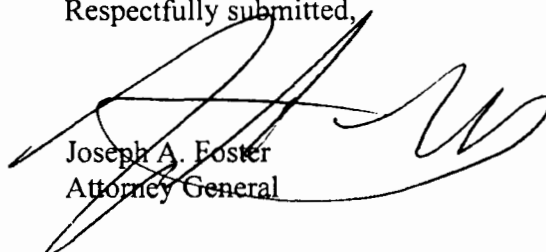
Currently the system is also used for timekeeping by office professionals and is a vital part of our calendaring system which ensures timely court appearances and submissions, and serves as the electronic file cabinet for all our documents. We have well over one million documents in the system and our work generates hundreds of new documents each week. All of the work the DOJ does—civil, criminal, consumer protection and charitable trusts—are totally dependent on ProLaw and this upgrade.

This upgrade will bring ProLaw up to its most recent version. The current version of ProLaw is highly vulnerable to catastrophic failure from which there can be no recovery. The vendor no longer supports this version because of its age. It also does not operate with the current versions of other critical software essential to the work of DOJ such as Microsoft Exchange 2010 and MS Office 2010. The DOJ must upgrade ProLaw to continue to stay current with State standards and take advantage of efficient, lower-cost, centralized alternatives offered through the Department of Information Technology. Funding for this project was approved through the Capital Budget for the 2014 & 2015 Biennium.

Please let me know if you have any questions concerning this request.

Your consideration is greatly appreciated.

Respectfully submitted,



Joseph A. Foster
Attorney General

JAF/k
#1110145