

mc

146



# State of New Hampshire

DEPARTMENT OF SAFETY  
 OFFICE OF THE COMMISSIONER  
 33 HAZEN DR. CONCORD, NH 03305  
 603/271-2791

JOHN J. BARTHELMES  
 COMMISSIONER

May 14, 2018

His Excellency, Governor Christopher T. Sununu  
 and the Honorable Council  
 State House  
 Concord, New Hampshire 03301

**Requested Action**

Authorize the Department of Safety, Division of Emergency Services and Communications to **retroactively** pay an invoice in the amount of \$1,536.00 to WB Mason Co. Inc. (VC #174526-B001), 8001 South Willow St, Manchester, NH 03103 for office furniture. The P-Card payment will be processed upon Governor and Council approval. Funding source: 100% Agency Income.

Funds are available in the SFY 2018 operating budget as follows.

02-23-23-236510-13950000	Dept. of Safety – Emergency Communications – Communications Section	<u>SFY 2018</u>
030-500301	Equipment	\$299.00
020-500200	Current Expenses	<u>\$1,237.00</u>
		\$1,536.00

**Explanation**

This request is **retroactive** due realization of the procurement issue after the items had already been obtained. The Division of Emergency Services and Communications, obtained items from a WB Mason liquidation sale, and when the items were being processed for payment it was realized that the items did not fall under the state contract and a purchase order should have been issued in order to obtain the furniture acquired. The Division is aware that obtaining items from liquidation sales is no longer permitted in order to control for issues of this nature in the future.

Respectfully submitted,

  
 John J. Barthelmes  
 Commissioner of Safety



W.B. MASON CO., INC.  
59 Centre St - Brockton, MA 02301  
Address Service Requested  
888-WB-MASON www.wbmason.com

RECEIVED

FEB 27 2018

DEPT OF SAFETY  
BUSINESS OFFICE

Delivery Address  
St of NH Dept of  
Safety-Hearings  
ATTN: 911, MARGARET  
41 Hazen Dr  
Concord, NH 03305

Ginny A. ...  
2-27-18 SAB (Page 1) PM

Invoice Number: 152582198  
Customer Number: C2258428  
Reference Number: 152582198  
Invoice Date: 02/20/2018  
Due Date: 03/22/2018  
Order Date: 02/18/2018  
Order Number: S060611395  
Order Method: WAB

TXN 93810  
\*131026211\*H0\*\*\*\*\*ALL\*FOR\*AADC\*030  
ST OF NH DEPT OF SAFETY-FURNITURE ONLY  
33 HAZEN DR-BUSINESS OFFICE  
CONCORD, NH 03305



W.B. Mason Federal ID #: 04-2465841

**Important Messages**

Sign up for Paperless Invoicing at [wbmason.com/paperless](http://wbmason.com/paperless). Your Registration Code: 5637777304

Now you can access and **PAY** your W.B. Mason Invoices online!  
Use the Registration Code above to activate Paperless Invoicing for your account. Sign up today to view your account statement, pay invoices, and reduce clutter of paper invoices piling up on your desk.  
-E-mail notifications let you know when new invoices are ready to view

-Access your account's full Invoice history and pay invoices with a credit card on [wbmason.com](http://wbmason.com)

Registration is quick and easy at [www.wbmason.com/paperless](http://www.wbmason.com/paperless)

ITEM NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	EXT PRICE
BSS89826X	CHAIR,BIG&TALL,EXECUTIVE,BLACK	1	EA	288.00	288.00
WABWAB2NDS	WHATTABARGAIN 2NDS	1	EA	169.00	169.00
WABWABUSED	MANWABBLACK MESH BACK TASK CHAIR	1	EA	79.00	79.00
WABWABUSED	WHATTABARGAIN USED	1	EA	89.00	89.00
WABWABUSED	MANWAB36" ROUND TABLE-MAHOGANY	1	EA	89.00	89.00
WABWABUSED	WHATTABARGAIN USED	1	EA	89.00	89.00
WABWABUSED	MANWAB24X60 TABLE W/CASTERS-MAHOGANY	1	EA	160.00	160.00
8ST25202	CHAIR,HI-BACK,CONTEMP,LEATHER,BK,AVIATOR (81226)	2	EA	150.00	300.00
8ST25202	CHAIR,HI-BACK,CONTEMP,LEATHER,BK,AVIATOR (81226)	4	EA	150.00	600.00

SUBTOTAL: 1,538.00  
TAX & BOTTLE DEPOSITS TOTAL: 0.00  
ORDER TOTAL: 1,538.00  
Total Due: 1,538.00

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.  
59 Centre St - Brockton, MA 02301  
Address Service Requested  
888-WB-MASON

**Remittance Section**

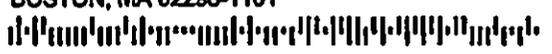
Customer Number: C2258428  
Invoice Number: 152582198  
Reference Number: 152582198  
Invoice Date: 02/20/2018  
Terms: Net 30  
Total Due: \$1,538.00

ST OF NH DEPT OF SAFETY-FURNITURE ONLY  
33 HAZEN DR-BUSINESS OFFICE  
CONCORD, NH 03305

Amount Enclosed \$ \_\_\_\_\_

3/ab  
Jen  
-MD

W.B. MASON CO., INC.  
PO BOX 981101  
BOSTON, MA 02298-1101



C22584281525821981525821980000001536008