



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

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1A
MLC

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May 13, 2019

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

REQUESTED ACTION

Pursuant to MOP 1102(L), authorize the Department of Administrative Services, to allow Donald Perrin to travel over 300 miles one-way to Arlington, VA to attend the Better Buildings Summit, July 9 - 12, 2019, upon Governor and Executive Council approval. **100% Agency Income**

EXPLANATION

Permission is requested for Donald Perrin, State Energy Manager, to travel to Arlington, VA for the Better Buildings Summit. The Better Buildings Summit (USDOE) is one of the premier events for energy professionals to engage with one another, explore, and share innovative strategies, emerging technologies, financing trends, and much more. The Summit is focused on federal facility energy management and resources in the most efficient, sustainable, and cost effective manner.

We are requesting that Donald Perrin be allowed to drive to Arlington, VA instead of flying, 477 miles each way, as he intends to incorporate personal time into this trip. The total cost for flying would have been \$379 versus \$553 for driving. As a result of this increase, Mr. Perrin will be reimbursed the lowest travel cost of \$379. Please see attached Form A-24 for expenses totals.

Respectfully submitted,

Charles M. Arlinghaus
Commissioner

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: 5/1/19

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Administrative Services requests permission for 1 employees or their designees to travel to Arlington, VA for 4 days of out-of-state travel status from July 9, 2019 to July 12, 2019

Conference/Workshop/Seminar Title

Better Buildings Summit

Purpose of Travel

The Better Buildings Summit is one of the premier events for energy professionals to engage with one another and explore and share innovative strategies, emerging technologies, financing trends, and much more. The Summit is focused on federal facility energy management and resources in the most efficient, sustainable, and cost effective manner. This professional development opportunity includes numerous activities to help me achieve long and short term goals for the State.

Attendees and their Titles

- | | |
|--|----------|
| 1. <u>Donald Perrin - State Energy Manager</u> | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

Fiscal Information - Summary

<u>Objt</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
0710	Common Carriers	\$ _____	Appropriation of Out-of-State Travel	\$ <u>1429⁰⁰</u>
0711	Per Diem in Lieu	\$ _____	Amount Expended to date	\$ <u>0.00</u>
0712	Meals	\$ <u>100.00</u>	Available Balance	\$ <u>1429⁰⁰</u>
0713	Hotel	\$ <u>650.00</u>	Amount requested this authorization	\$ <u>1429⁰⁰</u>
0714	Mileage	\$ <u>379⁰⁰</u>	Estimated Balance Available	\$ <u>1429⁰⁰</u>
0715	Operation State Car	\$ _____		
0717	Miscellaneous	\$ _____	Appropriation Code	<u>010 - 014 - 1440 - 080</u>
0719	Registration Fees	\$ <u>300.00</u>	Source of Funds	_____
	Total	\$ <u>1429⁰⁰</u>		

Authorized Signature Kanu Kautamaki

Tuesday, July 9

Pre-Conference Activities

Afternoon	Showcase Project Building Tours
6:00 PM	Registration Opens
Evening	Better Buildings Sector Networking Events

Wednesday, July 10

All Day Conference

7:00 AM	Registration Opens			
9:00 AM - 10:00 AM	Opening Plenary			
10:30 AM - 12:30 PM	Sector Meet-Ups			
12:30 PM - 1:30 PM	Networking Lunch			
1:30 PM - 5:00 PM Concurrent Tracks	Emerging Technologies	Building Resilience	Renewables & Zero Energy	Workforce Development
	Strategies for Success: Financing Communications & Engagement Data Management Planning, Projects, & Programs		Multifamily	Manufacturing
5:30 PM	Networking Reception			

Thursday, July 11

All Day Conference

7:00 AM	Registration Opens			
8:00 AM - 9:00 AM	Goal Achiever Breakfast and Roundtable			
9:00 AM - 12:30 PM Concurrent Tracks	Emerging Technologies	Building Resilience	Renewables & Zero Energy	Workforce Development
	Strategies for Success: Financing Communications & Engagement Data Management Planning, Projects, & Programs		Multifamily	Manufacturing
12:30 PM - 2:00 PM	Lunch Plenary			
2:00 PM - 5:30 PM Concurrent Tracks	Emerging Technologies	Building Resilience	Renewables & Zero Energy	Workforce Development
	Strategies for Success: Financing Communications & Engagement Data Management Planning, Projects, & Programs		Multifamily	Manufacturing