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State of New Hampshire
DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
25 Capitol Street – Room 120
Concord, New Hampshire 03301

VICKI V. QUIRAM
Commissioner
(603)-271-3201

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Assistant Commissioner
(603)-271-3204

December 4, 2015

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

REQUESTED ACTION

Authorize the Department of Administrative Services, Bureau of General Services to accept and expend State Homeland Security Program funds available from the Department of Safety (DOS) in the amount of \$50,000, for funding of recommended physical security measures to be implemented at the State House Annex. Effective upon Governor and Council approval through August 31, 2016. **100% Other Funds** the funds used by DOS to reimburse Administrative Services are 100% Federal Funds.

In SFY 16, funds will be budgeted in 10-14-14-141510-29500000

Class	Description	SFY 16 Appropriation	Requested Change	Revised Appropriation
009-407017	Agency Income	\$0	(\$50,000)	(\$50,000)
010-500100	Personnel Services	\$814,702	\$0	\$814,702
018-500106	Overtime	\$37,069	\$0	\$37,069
020-500200	Current Expense	\$146,734	\$2,100	\$148,834
022-500257	Rents, Leases Other	\$1,209	\$0	\$1,209
023-500266	Heat, Electricity, Water	\$1,341,073	\$0	\$1,341,073
024-500225	Maint Other than Bldg	\$1	\$0	\$1
030-500301	Equipment	\$1	\$0	\$1
039-500180	Telecommunications	\$15,710	\$0	\$15,710
047-500240	OwnForces Maintenance	\$20,441	\$3,900	\$24,341
048-500226	Contract Maintenance	\$672,063	\$44,000	\$716,063
050-500109	Personal Service Temp	\$260,953	\$0	\$260,953
060-500601	Benefits	\$483,020	\$0	\$483,020
061-500536	Unemployment Compensation	\$7	\$0	\$7
070-500704	Instate Travel	\$6,654	\$0	\$6,654
103-500736	Contracts for Op Services	\$108,783	\$0	\$108,783
	Totals	\$3,908,420	\$50,000	\$3,958,420

EXPLANATION

These state agency awards are funded as part of the Department of Homeland Security Grant program allocation. This program assists State agencies in securing their State and communities by participating in or purchasing training, equipment to prevent, respond to, and recover from potential acts of terrorism and other potential disasters. The New Hampshire Department of Homeland Security, State Critical infrastructure subcommittee has determined that the State House and State House Annex are critical state infrastructure. The Department of Administrative Services was awarded \$50,000 in order to fund security improvements at the State House Annex.

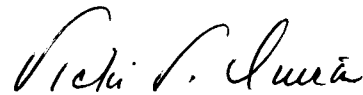
The funds are to be budgeted as follows:

The funds in class 20 Current Expense will be utilized to purchase 300 new access cards for the State House Annex. These cards will be utilized by all employees in the State House Annex to enter staff only entrances.

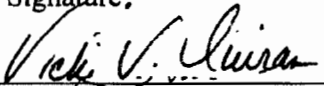
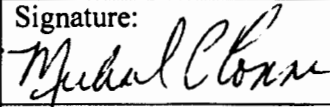


The funds in class 047 Own Forces Maintenance are required in order to purchase bullet proof materials, doors and related materials to improve security at the front entrance the Division of Personnel. This entrance is the main entrance for the Division of Personnel and also serves as the ADA entrance for the State House Annex as well. This funding will be utilized to pay for interior renovations that will be completed with in-house staff.

The funds in class 048 contract maintenance are needed to have outside contractors to install new metal frames, doors and windows in the newly renovated entrance vestibule as well as any related security system enhancements. The funding will also include security enhancements to the main entrance doors for the Risk Management Office.

Respectfully submitted,



Vicki V. Quiram
Commissioner

STATE OF NEW HAMPSHIRE DEPARTMENT OF SAFETY GRANT AWARD: Subrecipient will comply will all Terms & Conditions attached.		
Agency Name: Department of Administrative Services	Vendor Code: 177875 B001	
Program Name: SHSP "First Responder" Grant Program	Amount: \$50,000	
Grant Start Date: G&C approval Grant End Date: August 31, 2016	State Grant Number: Federal Grant Number: EMW-2014-SS-00070-S01	
IFS Appropriation No.: 010-023-11180000-500576 Job Number: 23HS13SHST		
Head of Agency: Vicki V. Quiram Commissioner	Project Director: Michael Connor Deputy Commissioner	Fiscal Officer: <u>Sheila Gagnon</u> Chief Financial Officer
Federal Grant Name: 2014 State Homeland Security Program Federal Agency: Department of Homeland Security / FEMA Bureau/Office: Preparedness Directorate, Office of Grants and Training CFDA Number: 97.067		
Purpose of Grant: These funds are intended for the purchase of \$50,000 in building security equipment to address recommended physical security measures as specified in the grant application on file at DOS.		
Financial Requirements: All inventory standards for equipment must be maintained per State requirements. Final report must include disposition of equipment valued at \$5,000 or over and/or in accordance with State requirements.		
Match Requirements: None		
Reporting Requirements: Only DHS allowable costs will be reimbursed. Inventory to DOS of equipment valued at \$5,000 or more and/or in accordance with State guidelines. Copies of invoices for all purchases submitted to DOS in compliance with federal, state and local audit requirements. Copies of agency payment to validate reimbursement to DOS.		
APPROVAL Head of Agency Name: Vicki V. Quiram or successor	Project Director Name: Michael P. Connor	NH Department of Safety: John J. Barthelmes
Title: Commissioner	Title: Deputy Commissioner	Title: Commissioner
Signature: 	Signature: 	Signature: 
Date:	Date: 12/7/15	Date: 12/4/15
Approval by Attorney General (Form, Substance and Execution)		
		12/7/2015
Attorney General, NH Dept. of Justice		Date
All terms of this grant award not valid unless signed by all authorized parties.		