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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF THE COMMISSIONER  
OFFICE OF EMERGENCY SERVICES

Nicholas A. Toumpas  
Commissioner

Rick Cricenti  
Director

129 PLEASANT STREET, CONCORD, NH 03301-3857  
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April 21, 2015

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

*Sole Source  
Retroactive*

**REQUESTED ACTION**

Authorize the Department of Health and Humand Services, Office of Emergency Services to make a **sole source** and one-time **retroactive** payment of \$2,800 (Invoice Reference # 20121231) with the Town of Tilton for storage space rent for Northern New England Metropolitan Medical Response System. Funds are available in the following account for State Fiscal Year 2015. 100% General Funds.

**05-95-95-953010-5685 HEALTH AND SOCIAL SERVICES, DEPT. OF HEALTH AND HUMAN SERVICES, HHS: COMMISSIONER, OFFICE OF ADMINISTRATION, MANAGEMENT SUPPORT**

FISCAL YEAR	CLASS/OBJECT	TITLE	AMOUNT
2015	022-500257	Operational Expenses	\$2,800
		<b>TOTAL:</b>	<b>\$2,800</b>

**EXPLANATION**

This request is a **sole source** and one time **retroactive** payment because the Office of Emergency Services was unaware rental payment for the storage unit had not been made for the last quarter of 2012.

The Metropolitan Medical Response System Team has the capability to respond independently of other units in just a few hours of request of deploy which is unique in the country. In order to respond in a timely manner, it is necessary to maintain a storage facility containing medical supplies and equipment needed for a variety of emergencies. Warehouse space for supplies and equipment had been rented from the Town of Tilton since 2010.

In July of 2012 Dartmouth Hitchcock informed the Department they would no longer be the sponsor of the Metropolitan Medical Response System (MMRS) in New Hampshire. In August control was turned back over to DHHS and the Emergency Services Unit (ESU) which continues to manage it today. When control was transitioned back to the State, Dartmouth Hitchcock did not inform the Emergency Services Unit of upcoming obligations and has since informed the Department that all funding for 2012 had been exhausted.

The Town of Tilton informed the Emergency Services Unit in December of 2012 of their intention to sell the building and requested we vacate the premises by February 28, 2013. The Finance Officer also informed the Department rent had not been paid. Two invoices were received, however, in error, only one payment was fulfilled. Therefore, this request is for a one-time retroactive payment to fulfill the obligation to the Town of Tilton for rental payment for September, October, November and December 2012 at a cost of \$700 per month.

Area Served: Statewide

Source of funds: 100% General Funds

Respectfully Submitted,



Richard Cricenti  
Director

Approved by:



Nicholas A. Toumpas  
Commissioner

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**Board of Selectmen**  
 Patricia Consentino  
 Katherine Dawson  
 Joseph Jesseman  
 Albert LaPlante  
 Sandra Plessner

**Town of Tilton Invoice**

**To: Northern New England Metropolitan Medical Response System**  
 State of New Hampshire  
 Department of Health and Human Services  
 Office of Emergency Services  
 120 Pleasant Street  
 Concord, NH 03301

**Date** 12/31/12  
**Terms** Per agmt Pearson/Cricenti  
**Reference Number** 20121231  
**Total Due** 2,800.00

Item#	Description	Period	Quantity	Amount	Extended
RS-12	Rent/storage costs for 61 Business Park Dr, Tilton, NH	September 2012	1 Month	700.00	700.00
RS-12	Rent/storage costs for 61 Business Park Dr, Tilton, NH	October 2012	1 Month	700.00	700.00
RS-12	Rent/storage costs for 61 Business Park Dr, Tilton, NH	November 2012	1 Month	700.00	700.00
RS-12	Rent/storage costs for 61 Business Park Dr, Tilton, NH	December 2012	1 Month	700.00	700.00
<b>Total Amount Due:</b>					<b>2,800.00</b>

Normal billing will be quarterly, this invoice reflects September 2012 which Dartmouth Hitchcock did not pay for.