



STATE OF NEW HAMPSHIRE



GOVERNOR'S OFFICE

for

EMERGENCY RELIEF AND RECOVERY

S lam

August 7, 2020

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

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

INFORMATIONAL ITEM

- 1. Pursuant to RSA 21-P:43, RSA 4:45, RSA 4:47, Executive Order 2020-04, as extended by Executive Order 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, and 2020-15, Governor Sununu authorized the Governor's Office of Emergency Relief and Recovery (GOFERR) to reimburse the General Court of NH, vendor# 177870, Concord, NH, for eligible COVID-19 related expenses incurred from March 1, 2020 to June 30, 2020. from Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding, in an amount not to exceed \$190,355, effective upon the Governor's approval. 100% Federal Funds.

Funds for this reimbursement were available in 01-02-002-020210 - Governor's Office for Emergency Relief & Recovery, 19110000 - Office of the Director, as follows:

085-588504 - Inter-Agency Transfer of Federal Funds FY2021 \$190,355

- 2. Upon approval of Requested Action #1, the General Court of NH accepted these CARES Act funds from GOFERR. 100% Federal Funds.

Funds were anticipated to be budgeted in FY2021 as follows:

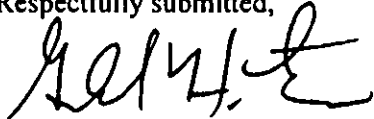
Table with 4 columns: Class, Current FY21 Budget, Requested Action, Revised FY21 Budget. Rows include Funding (00D-488502 - Xfer of Fed Funds to Other State Agency) and Expenditure Appropriations (020-500200 - Current Expenses).

## EXPLANATION

The Governor authorized the emergency allocation and expenditure from GOFERR of \$190,355 to the General Court of NH. This represents reimbursement of unbudgeted COVID-19 related expenditures incurred by the General Court of NH, including but not limited to the professional disinfection of the State House and Legislative Office Building, purchase of computer equipment needed for staff to work remotely, and expenses related to Senate and House Session venue changes necessitated by COVID-19 restrictions.

All cost of business interruption due to COVID-19 must be incurred by the recipient before December 30, 2020.

Respectfully submitted,



Gerald H. Little  
Director, GOFERR



**STATE OF NEW HAMPSHIRE**  
**OFFICE OF THE GOVERNOR**

**CHRISTOPHER T. SUNUNU**  
Governor

July 15, 2020

Gerald Little  
Director  
Governor's Office of Emergency Relief and Recovery  
100 North Main Street, Suite 100  
Concord, N.H. 03301

Dear Director Little,

Pursuant to my authority under RSA 21-P:43; RSA 4:45; RSA 4:47; and Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, 2020-09, 2020-10, and 2020-14 I have approved your written request, in attachment, to take the following actions related to the CARES Act Coronavirus Relief Funds:

1. Authorized GOFERR to reimburse the General Court of New Hampshire (General Court), vendor# 177870, Concord, NH, for eligible COVID-19 related expenses incurred from March 1, 2020 to June 30, 2020. Funds will be reimbursed through Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding in an amount not to exceed \$190,355. Budgeted consistent with the information in the request in attachment, effective through December 30, 2020. (100% Federal Funds)
2. Authorize the General Court to accept CARES Act funding, in an amount not to exceed \$190,355, from GOFERR. Budgeted consistent with the information in the request in attachment, effective through December 30, 2020. (100% Federal Funds)

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in black ink that reads "Christopher T. Sununu".

Christopher T. Sununu  
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services  
CC The Honorable Stephen Shurtleff, Speaker of the House of Representatives  
CC The Honorable Donna Soucy, President of the Senate



# General Court of New Hampshire

OFFICE OF THE CHIEF OPERATING OFFICER

STATE HOUSE ROOM 315  
(603) 271-2015

Terence R. Pfaff  
Chief Operating Officer

May 5, 2020

Madame President, Speaker Shurtleff, Senator Morse, Representative Hinch,

As you are all aware, the General Court has incurred numerous unbudgeted expenses resulting from the COVID-19 pandemic. We have been carefully tracking all such expenses, and to date we have expended \$72,897.53. A spreadsheet detailing all incurred expenses is attached, a summary of which is as follows:

• Professional disinfection of State House and LOB	\$ 40,000.00
• Laptops for Remote Work	\$ 18,072.93
• Infectious Disease Consultant Fees	\$ 13,000.00
• Conference Call Communication	\$ 874.15
• Misc. Office Equipment for Remote Work	\$ 524.15
• Sanitation and Cleaning Supplies	\$ 426.30

I am respectfully requesting that you submit this accounting of all such expenses for consideration of reimbursement from the CARES Act Flex Funds account.

I also anticipate additional unbudgeted expenditures in excess of \$200,000 to prepare and conduct the business of the General Court of New Hampshire that follows current CDC COVID-19 guidelines. Examples of expected expenditures will include rental of venue space, purchase of remote voting tablets, contracting expenses with IRC to stand up remote voting, and sound equipment rental. We will of course keep careful track of all COVID-19 expenditures for submission for CARES Act Flex Fund Allocation.

Thank you for your consideration.

Yours in good government,

Terence R. Pfaff  
Chief Operating Officer  
General Court of NH  
107 North Main Street, Room 315  
Concord, NH 03301  
Office: 603-271-2015  
Cell: 603-345-9064  
Fax: 603-271-3510  
terry.pfaff@leg.state.nh.us

## LEGISLATIVE BRANCH COVID19 RELATED EXPENSES

<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>DIVISION</u>	<u>AMOUNT</u>	<u>VOUCHER #</u>
03/13/20	Citizens Credit Card - DailyVita	Vegetable Glycerin/Homemade Hand Sanitizer	JOINT	\$ 41.12	4622486
03/13/20	Citizens Credit Card - Lab Alley	Isopropyl Alcohol/Homemade Hand Sanitizer	JOINT	\$ 175.00	4622486
03/13/20	Citizens Credit Card - Market Basket	Pens/Tissue - Building Checkpoint	JOINT	\$ 4.17	4622486
03/13/20	Citizens Credit Card - United States Plastic Corp	Bottle Pump/Homemade Hand Sanitizer	JOINT	\$ 101.72	4622486
03/14/20	NE Safety Education Resources - Invoice 2027	COVID19 Plans/Development	JOINT	\$ 2,750.00	4590043
03/16/20	Citizens Credit Card - Microsoft Store	13 Laptops for Remote Work	GCTS	\$ 18,072.93	4621545
03/17/20	Citizens Credit Card - Market Basket	Clorox Wipes	JOINT	\$ 17.96	4622486
03/17/20	Citizens Credit Card - Shaws	Clorox Liquid	JOINT	\$ 8.98	4622486
03/20/20	NE Safety Education Resources - Invoice 2028	COVID19 Plans/Development	JOINT	\$ 3,000.00	4596489
03/23/20	Citizens Credit Card - Zoom Video Communications	Senate - Conf Call Application	SENATE	\$ 14.99	4622486
03/27/20	ServPro of Concord	Cleaning-SH/LOB	JOINT	\$ 40,000.00	4603436
03/28/20	NE Safety Education Resources - Invoice 2029	COVID19 Plans/Development	JOINT	\$ 3,000.00	4603465
03/30/20	Central Paper, Inv 1819622	Cleaning Materials	JOINT	\$ 77.35	4603433
04/07/20	Citizens Credit Card - Zoom Video Communications	House Majority Office - Conf Call Application	HOUSE	\$ 83.51	4622486
04/07/20	NE Safety Education Resources - Invoice 2030	COVID19 Plans/Development	JOINT	\$ 2,531.25	4610001
04/10/20	John Clinch Employee Reim. Dated 4/6/2020	Purchase of 2 webcams for remote work	LBA	\$ 79.98	4615451
04/14/20	NE Safety Education Resources - Invoice 2031	COVID19 Plans/Development	JOINT	\$ 1,187.50	4617315
04/22/20	Citizens Credit Card - Zoom Video Communications	House Majority Office - Conf Call Application	HOUSE	\$ 199.90	
04/22/20	NE Safety Education Resources - Invoice 2032	COVID19 Plans/Development	JOINT	\$ 531.25	4624444
04/23/20	Citizens Credit Card - Zoom Video Communications	House Conf Call Application	HOUSE	\$ 545.77	
04/24/20	Citizens Credit Card - Amazon/Zoom	LBA Remote Office Equip/Conf Call Platform	LBA	\$ 459.16	4628292
04/27/20	Citizens Credit Card - Zoom Video Communications	Senate - Conf Call Application	SENATE	\$ 14.99	
Total				<u>\$ 72,897.53</u>	



STATE OF NEW HAMPSHIRE



GOVERNOR'S OFFICE

for

EMERGENCY RELIEF AND RECOVERY

His Excellency, Governor Christopher T. Sununu
State House
Concord, NH 03301

July 13, 2020

REQUESTED ACTION UNDER RSA 21-P:43; RSA 4:45; RSA 4:47; AND EXECUTIVE ORDER 2020-04, AS EXTENDED BY EXECUTIVE ORDERS 2020-05, 2020-08, 2020-09, 2020-10, AND 2020-14

Dear Governor Sununu:

- 1. The Governor's Office for Emergency Relief and Recovery (GOFERR) requests authority to retroactively reimburse the General Court of NH, vendor# 177870, Concord, NH, for eligible COVID-19 related expenses incurred from March 1, 2020 to June 30, 2020. Funds will be reimbursed through Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding in an amount no to exceed \$190,355, effective upon your approval. 100% Federal Funds.

Funds for this reimbursement are available in 01-02-002-020210 - Governor's Office for Emergency Relief & Recovery, 19110000 - Office of the Director, as follows:

085-588504 - Inter-Agency Transfer of Federal Funds FY2021 \$190,355

- 2. Contingent on approval for Requested Action #1, the General Court of NH will accept these CARES Act funds from GOFERR. 100% Federal Funds.

Funds will be budgeted in FY2021 as follows:

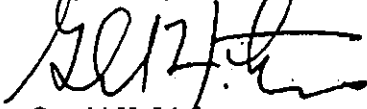
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All cost of business interruption due to COVID-19 must be incurred by the recipient before December 30, 2020.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gerald H. Little", written over a horizontal line.

Gerald H. Little  
Director, GOFERR