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State of New Hampshire

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

JOHN J. BARTHELMES
COMMISSIONER

February 22, 2019

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 Fire Standards and Training and Emergency Medical Services to retroactively pay an invoice in the amount of \$1,089.95 to New England Backflow, Inc. (VC # 206615-B001), P.O. Box 528 Auburn, NH 03032 for the emergency repair of a back flow device at the Fire Academy. The payment will be processed upon Governor and Council approval. Funding source: 100% Revolving Fund.

Funds are available in the SFY 2019 operating budget as follows.

02-23-23-237010-40650000	Dept. of Safety – Div. of Fire Standards Training & EMS – Fire Standards & EMS Admin	
048-500226	Contracts Repairs (Bldg & Grnds)	<u>SFY 2019</u>
		\$1,089.95

Explanation

This request is retroactive due to the need for an emergency repair at the Fire Academy. The backflow device failed and was discharging water onto the floor of the administration building. To ensure there was no damage to the building and that all fire suppression systems remained active, the vendor was brought in on short notice to remediate the issue. At the time of the repair, the vendor was not aware of the breakdown of cost between labor and materials. Once the repair was completed, the vendor invoiced the Division showing more than 50% of the cost of the repair was materials, which falls outside the procurement procedures for repairs. Staff has been notified of the appropriate procurement procedures that are in place.

Respectfully submitted,

John J. Barthelmes
Commissioner of Safety

New England Backflow, Inc

P.O. Box 528
 AUBURN, NH 03032
 603-669-4004

Invoice

E-mail	Date	Invoice #
aimcewnebackflowinc@gmail.com	9/12/18	14704

Bill To
New Hampshire Department of Safety 33 Hazen Drive Concord, NH 03305

Thank you for your business. We do expect payment upon receipt, so please process this invoice as soon as possible. There will be a 1.5% interest charge per month on late invoices.

P.O. No.	Rep
	ML

Quantity	Description	Rate	Amount
	Technician dispatched September 7, 2018 for scheduled and confirmed appointment to repair 2 1/2" watts 909 RPZ backflow prevention device (serial # unknown) located at NH Department of Safety, 98 Smokey Bear Boulevard, Concord NH: Materials - rubber total kit	450.00	450.00
2	Materials - technician replaced 2 stainless steel holding nuts	93.63	187.26
1	Air gap	75.00	75.00
1	Certified backflow retest - device passed	50.00	50.00
	Labor	300.00	300.00
42.6	Miles round trip at .65/ (trip charge)	0.65	27.69

CO <u>10</u>	Inv Date <u>9/12/18</u>	Due Date <u>10/12/18</u>
Vendor # <u>206615</u>	Remit <u>12001</u>	INV # <u>14704</u>
PO # _____	Ln # _____	\$ <u>1089.95</u>
Acc Unit <u>40650000</u>	Acct <u>510736</u>	
Activity (job #) _____	Acct Cat _____	
Signature <u>[Signature]</u>	Date <u>9/26/18</u>	

IMPORTANT! PLEASE REFERENCE INVOICE NUMBER ON PAYMENT	Total	\$1,089.95
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Payments can be made by Cash, Check, or Credit Cards