



Victoria F. Sheehan  
Commissioner

THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.  
Assistant Commissioner

Bureau of Highway Maintenance  
July 25, 2020

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

**REQUESTED ACTION**

Authorize the Department of Transportation (DOT) to pay a **retroactive** invoice to Perras Ace Inc (Vendor # 157260) in Lancaster, NH for purchases made between May 5, 2019 and June 11, 2019. 100% Highway Funds.

Funds are available as follows:	<u>FY 2021</u>
04-096-096-960515-30070000	
Bureau of Highway Maintenance	
047-500240 Own Forces Maint Build-Grn	\$2,246.40

**EXPLANATION**

**Retroactive** payment is requested because unpaid Invoice 275607 was mistakenly thought to be a duplicate copy of Invoice 275650 due to the similar dollar amounts. On June 24, 2020 Perras Ace Inc contacted the DOT District 1 Highway Maintenance Office in Lancaster to inquire why Invoice 275607 dated May 30, 2019 was not yet paid. After researching NH First and DOT records, it was determined that payment on this invoice was still outstanding. These two invoices were mistakenly filed together and invoice 275650 was the only invoice that was paid on June 26, 2019. Both invoices were for purchasing materials for District 1 employees to install vinyl siding on a building located at the Lancaster facility in the fall of 2019. The purchases were made under state contract 8002490, which is still active.

Your approval of this request to pay Invoice 275607 to Perras Ace retroactively is respectfully requested.

Sincerely,

Victoria F. Sheehan  
Commissioner

Attachment



Use For Faxing & Copyir

PERRAS ACE INC.  
31 PERRAS ROAD  
LANCASTER, NH 03584

PHONE: (603) 636-1391



3007  
47  
0240  
LS4-D  
-MAILED JUN - 3 2019  
M107

WARRANTY DOES NOT COVER LABOR  
No Returns after 30 days

LOUISE

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	TERMS	CLERK	DATE	TIME
280220		STATE-880198	NO H: STATE-8801989		LC	5/30/19	4:00

SHIPP TO  
NH-DOT DISTRICT #1  
641 MAIN STREET  
LANCASTER NH 03584

SHIP TO

TERMS 560  
SLSR: LC LOUISE COLLINS  
TAX : NH NEW HAMPSHIRE

DOC# 275687  
\*\*\*\*\*  
\* INVOICE \*  
\*\*\*\*\*

QUANTITY		UM	SKU	DESCRIPTION	SUGG	UNITS	PRICE/PER	EXTENSION
SHIPPED	ORDERED							
	312	EA	GPRD4PC	GRAY-DBLE 4" VISION PRO VINYL Siding- ( 125-GR ) (12 PCS = 1 50)	8.99	312	7.20 /EA	2,246.40 C

PLEASE PAY FROM THIS INVOICE  
NO STATEMENT WILL FOLLOW

** AMOUNT CHARGED TO STORE ACCOUNT **	2,246.40	TAXABLE	2246.40
(ERIC CRANE )		NON-TAXABLE	0.00
		SUBTOTAL	2246.40
		TAX AMOUNT	0.00
		TOTAL AMOUNT	2246.40

X

Online 2018