



STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
DIVISION OF FORESTS AND LANDS
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50A
J. Rose
7/23/13

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July 12, 2013

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

REQUESTED ACTION

The Department of Resources and Economic Development (DRED), Division of Forests and Lands respectfully requests an exemption of Plant and Property Management's Administrative Rule, Adm 611.08(g), in order to increase their fleet size by two (2) vehicles. The additional vehicles were both approved through the Fiscal Year 2014-2015 budget process. The vehicles requested are: (1) 4x4 full-size pickup truck and (1) 4x4 sport utility vehicle, to be effective upon Governor and Executive Council approval.

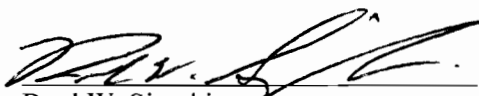
EXPLANATION

The Division of Forests and Lands recently hired a new full-time communications specialist for the primary purpose of servicing and maintaining DRED's 20 communication sites spread from Hampton Beach to Pittsburg, including 18 mountain-top locations. DRED's communication sites provide the backbone to federal, state and local agency public safety communications, and provide commercial tenants microwave and telecommunications networks for internet and cell phone service across the state. As landlord of these sites, DRED is responsible for 24-hour, 7-day per week coverage at an instant's notice. In addition to responsibility of the communication sites, this position also maintains and programs over 700 radios for field personnel across the state. This position needs a vehicle which will remain equipped with specialized equipment and gear to assure the DRED can respond to any planned or unanticipated event. Currently the Division's only available pool vehicle is a small car not suited to these needs. This position has been filled since January, 2013 and the vehicle is needed immediately to ensure this employee can effectively perform the duties this position requires. This employee has been using another pool vehicle which will soon be assigned to the newly established Forest Technician position in Lancaster.

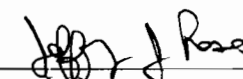
The Division of Forests and Lands was appropriated funds to hire a new full-time temporary forest health specialist for the primary purpose of managing the recently-discovered Emerald Ash Borer (EAB) outbreak. Early detection and monitoring for EAB is essential to minimizing its impact, which is a very serious threat to the state's forests. This specialized position needs a vehicle which has storage and the ability to transport pesticides separated from occupants. The vehicle also needs to be capable of carrying heavy loads and towing equipment to work sites. The Division's only available pool vehicle is a small car incapable of handling these needs. The process to fill this newly created position has already begun and the vehicle will be needed immediately to ensure this employee can effectively perform the duties this position requires.

Respectfully submitted,

Concurred,


Brad W. Simpkins
Interim Director




Jeffrey J. Rose
Commissioner

Vehicle Acquisition Request and Recommendations for Commissioner Approval

RQNumber: 140318
Funding Source: 100% Agency Income
Agency: Resources and Economic Development Department
Purchase Type: Fleet Increase
Acquisition Type: New Purchase
Purchasing Memo Date: 7/29/2013
Business Supervisor: Wittenberg, Doreen
Division: Forests and Lands
Bureau:
RQ Amount: \$26,000.00
Quantity: 1

Vehicle Information

Vehicle Type: LDT1
Model Year: 2013
Make:
Model:
Description: MID-SIZE SUV, 4
DOOR, 4WD, GAS, 6
CYLINDER

Vehicle History

Purchase Price:
Odometer (current):
Prior FY Mileage:
Prior FY MPG:
Prior FY Repair Costs:
Prior FY
Maintenance Costs:

Fleet Management and Business Supervisors Recommendation

RECOMMEND CONDITIONAL APPROVAL: PENDING GOVERNOR AND COUNCIL FLEET INCREASE APPROVAL. THIS VEHICLE IS NECESSARY FOR A NEW POSITION THAT WAS CREATED TO MAINTAIN THE AGENCY'S COMMUNICATION SYSTEM (TOWERS AND VEHICLES).

Submission to Commissioner 7/30/2013

Requisition Approved: ☒ Conditionally Approved: ☒ Requisition Denied: ☐
Search GSA ☒ General Bid Process ☒

Signatory Comments:

as detailed above

Deputy Commissioner Signature:

Michael P. Brown

Date

7/30/13

7-30-13

Vehicle Acquisition Request and Recommendations for Commissioner Approval

RQNumber: 140317
Funding Source: 100% General Fund
Agency: Resources and Economic Development Department
Purchase Type: Fleet Increase
Acquisition Type: New Purchase
Purchasing Memo Date: 7/25/2013
Business Supervisor: Wittenberg, Doreen
Division: Forests and Lands
Bureau:
RQ Amount: \$25,300.00
Quantity: 1

Proposed Vehicle to be Surplussed
Requested Replacement Vehicle
DAS Alternate Recommendation

Vehicle Type: LDT1
Model Year: 2013

Make:
Model:
Description: PICKUP TRUCK: 1/2 TON, 4WD, 8' BED, GAS, 8 CYLINDER.

Vehicle History

Purchase Price:

Odometer (current):

Prior FY Mileage:

Prior FY MPG:

Prior FY Repair Costs:

Prior FY

Maintenance Costs:

Fleet Management and Business Supervisors Recommendation

RECOMMEND CONDITIONAL APPROVAL PENDING GOVERNOR AND EXECUTIVE COUNCIL APPROVAL. THE AGENCY IS REQUIRED TO MANAGE THE EMERALD ASH BORER INFESTATION; IT IS RECOMMENDED THAT THE AGENCY HAVE THE FLEET INCREASE FOR THE DURATION OF THAT PROGRAM (ESTIMATED TO BE 1-2 YEARS). ONCE THE PROGRAM HAS COMPLETED THE NEW VEHICLE CAN BE USED AS A REPLACEMENT FOR AN OLDER VEHICLE WITHIN FOREST AND LANDS.

Submitted to Commissioner 7/30/2013

Requisition Approved: ☒

Conditionally Approved: ☒

Requisition Denied: ☐

Search GSA ☒

General Bid Process ☒

Signatory Comments:

Deputy Commissioner Signature:

Michael J. Brown

Date

7/30/13

2013-13