



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



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CHRISTOPHER D. CLEMENT, SR.  
COMMISSIONER

JEFF BRILLHART, P.E.  
ASSISTANT COMMISSIONER

November 12, 2014  
Bureau of Mechanical Services

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

**REQUESTED ACTION**

Pursuant to the provisions of Chapter 223, Laws of 2013, Budget footnote 04-96-96-960515-3005-030, **amend** the Department of Transportation's Equipment Acquisition Plan for Fiscal Year 2015, originally approved by the Capital Budget Overview Committee on September 24, 2013 and further approved by the Governor and Council on October 16, 2013, Item #100, by adding the purchase of 9 new trucks. This will allow the Department to provide winter and summer maintenance for the expanded portion of I-93 from Exit 3 in Windham to the Massachusetts State line in Salem, effective upon Governor and Council approval. The Capital Budget Overview Committee approved the amended Equipment Acquisition Plan on November 18, 2014.

**EXPLANATION**

I-93 southbound from Exit 3 in Windham to the Massachusetts State line in Salem has opened to three lanes; I-93 northbound from Exit 3 in Windham, to the Massachusetts State line in Salem will be complete and open to three lanes during the fall of 2015. The Department must begin the 12+ month process of getting approval, bidding, ordering, receiving and building trucks now to have them ready for November of 2015. The Department, with Fiscal approval, has transferred \$1,142,000 from the Highway Fund to fund this proposed purchase.

The Amended Plan outlines the Department's original request for FY 2015 to purchase equipment estimated to cost just under \$2.8 million, and now includes additional \$1,142,000 for the purchase of nine (9) new trucks and seven (7) new material spreaders as shown on Attachment 1.

Your approval of this amendment is respectfully requested.

Sincerely,

*Patrick McKenna*, For  
Christopher D. Clement, Sr.  
Commissioner

Attachments

**State of New Hampshire**  
**Department of Transportation**  
**Bureau of Mechanical Services**

**FY 2014 – 2015 Equipment Acquisition Plan**

-Amended-

November 10, 2014

Prepared by:  
William J. Dusavitch  
Administrator

Submitted by:  
Christopher D. Clement, Sr.  
Commissioner

## **Department of Transportation**

### **Bureau of Mechanical Services**

#### **FY 2014 – 2015 Amended Equipment Acquisition Plan**

Chapter 143, Laws of 2013, Budget footnote 04-96-960515-3005-030, requires the Department to Develop an Equipment Acquisition Plan and receive approval from both the Capital Budget Overview Committee and the Governor and Council before purchasing any new or replacement equipment. This Chapter also requires NHDOT, Bureau of Mechanical Services to submit a monthly status report of the plan to the Capital Budget Overview Committee and the Governor and Council. This document serves as the FY2014 – 2015 Acquisition Plan.

Below is a description of the fleet purchasing process that the Department follows in accordance with the above laws. The Department purchases replacement equipment and vehicles in five distinct and separate phases throughout a given fiscal year:

**Phase I - Approval Process:** The Department reviews the fleet to prioritize replacement needs considering equipment condition, age, and usage. Based on the needs identified and the available budget, the Department identifies the pieces to be replaced and prepares the Equipment Acquisition Plan. The Department then submits the plan to the Capital Budget Overview Committee and the Governor and Council for approval to expend Class 30 – Equipment New/Replacement funding as appropriated.

**Phase II - Bid & Award:** Once the Acquisition Plan is approved the Department works with Administrative Services to prepare a bid package that includes vehicle specifications and options. When the documents are complete Administrative Services puts the equipment out to bid, determines the low bidder and executes a notice of contract.

**Phase III - Financial Evaluation:** The Department compares the contract costs to the estimated costs. Minor quantity adjustments may be made to adjust for actual vs. estimated costs or because of equipment failure or other factors.

**Phase IV – Purchasing:** Purchasing is initiated based on the financial evaluation. Priority is given to purchasing the major units and equipment first. Remaining funds may be used to purchase necessary miscellaneous shop equipment.

**Phase V - Reporting:** The Department submits a monthly status report to both the Capital Budget Overview Committee and the Governor and Council.

**Amendments:** Based on actual expenditures and available funding mechanisms, any significant change to the approved plan will be submitted as an amendment to be approved by the Capital Budget Overview Committee and Governor and Council for approval.

The purpose of this amended Equipment Acquisition Plan, the Department is seeking approval to add the purchase of the following at an estimated total cost of \$1,142,000, also specified in Attachment 1:

- 6 EA. - 6 Wheeler – Double Wing plow trucks.
- 1 EA. - 10 Wheeler – Double Wing Plow Truck
- 6 EA. - 5 Yard Stainless Steel Material Spreaders
- 1 EA. - 11 Yard Stainless Steel material Spreader
- 2 EA. - 1 Ton Medium Duty Plow Truck.

The Department respectfully requests your approval of the amended FY 2014-2015 Equipment Acquisition Plan.

BUREAU OF MECHANICAL SERVICES AMENDED EQUIPMENT ACQUISITION PLAN FY 15

PROJECTED COMPONENT COST      FY 15 ORIGINAL EQUIPMENT ACQUISITION PLAN      FY 15 EQUIPMENT ACQUISITION PLAN AMENDMENT \*

|  | Projected Unit Cost | Units | Subtotals   | Adjusted Unit Cost | Units | Subtotals   |
|--|---------------------|-------|-------------|--------------------|-------|-------------|
| <b>6 Wheeler -Single Wing</b>                          |                     |       |             |                    |       |             |
| 3-5 Ton Chassis  | \$120,949           |       | \$0         |                    |       |             |
| 4-6 YD Dump Body                                       | \$94,000            |       |             |                    |       |             |
| Single Wing Hydraulic                                  | \$10,949            |       |             |                    |       |             |
| Roll Top   | \$15,000            |       |             |                    |       |             |
|  | \$1,000             |       |             |                    |       |             |
|  |                     |       |             |                    |       |             |
| <b>6 Wheeler -Double Wing</b>                          |                     |       |             |                    |       |             |
| 3-5 Ton Chassis  | \$127,500           | 15    | \$1,912,500 | \$130,000          | 6*    | \$780,000   |
| 4-6 YD Dump Body                                       | \$94,000            |       |             |                    |       |             |
| Double Wing Hydraulic                                  | \$11,000            |       |             |                    |       |             |
| Roll Top   | \$21,500            |       |             |                    |       |             |
|  | \$1,000             |       |             |                    |       |             |
|  |                     |       |             |                    |       |             |
| <b>10 Wheeler -Single Wing</b>                         |                     |       |             |                    |       |             |
| Tandem Chassis   | \$147,500           |       | \$0         |                    |       |             |
| 11 YD Dump Body  | \$118,000           |       |             |                    |       |             |
| Single Wing Hydraulic                                  | \$13,500            |       |             |                    |       |             |
| Roll Top   | \$15,000            |       |             |                    |       |             |
|  | \$1,000             |       |             |                    |       |             |
|  |                     |       |             |                    |       |             |
| <b>10 Wheeler -Double Wing</b>                         |                     |       |             |                    |       |             |
| Tandem Chassis   | \$154,000           | 2     | \$308,000   | \$156,000          | 1*    | \$156,000   |
| 11 YD Dump Body  | \$118,000           |       |             |                    |       |             |
| Single Wing Hydraulic                                  | \$13,500            |       |             |                    |       |             |
| Roll Top   | \$21,500            |       |             |                    |       |             |
|  | \$1,000             |       |             |                    |       |             |
|  |                     |       |             |                    |       |             |
| <b>Spreaders</b>                                       |                     |       |             |                    |       |             |
| 5Yd. SS Spreader                                       | \$11,000            |       |             | \$11,000           | 6*    | \$66,000    |
| 11Yd. SS Spreader                                      | \$14,000            |       |             | \$14,000           | 1*    | \$14,000    |
|  |                     |       |             |                    |       |             |
| <b>1 -Ton Medium Duty Truck*</b>                       |                     |       |             | \$63,000           | 2*    | \$126,000   |
| 6-wheeler software                                     | \$46,000            | 1     | \$46,000    |                    |       |             |
| 10-wheeler software                                    | \$27,000            | 1     | \$27,000    |                    |       |             |
| 3/4 ton ex-cab pick-up                                 | \$22,000            | 23    | \$506,000   |                    |       |             |
| <b>Original Class 30 Appropriation</b>                 |                     |       | \$2,800,000 |                    |       | \$1,142,000 |
| <b>Estimated Class 30 Spending</b>                     |                     |       | \$2,799,500 |                    |       | \$1,142,000 |
| <b>Transfer From Highway Fund</b>                      |                     |       |             |                    |       |             |
| <b>Available Balance</b>                               |                     |       |             |                    |       | \$0         |
| <b>Proposed Class 30 Total Expenditure</b>             |                     |       |             |                    |       | \$3,941,500 |
| <b>* Amendment 11/10/2014 9 Vehicles and Spreaders</b> |                     |       |             |                    |       |             |