



State of New Hampshire

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

JOHN J. BARTHELMES
COMMISSIONER

September 14, 2018

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 Administration to retroactively pay an invoice in the amount of \$400.00 to Howard Fairfield LLC. (VC #175087-R003), PO Box 277213 Atlanta, GA 30384-7213 for additional work associated with the purchase of a Fisher Extreme V Snow Plow. The payment will be processed upon Governor and Council approval. Funding source: 100% Highway Funds.

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

02-23-23-232015-23160000	Dept. of Safety – Div. of Administration – Central Maintenance	<u>SFY 2019</u>
030-500311	Equipment	\$400.00

Explanation

This request is retroactive due to the realization of a procurement issue after the item had already been installed. The vendor was provided the approval to do work associated with the purchase of the Fisher Extreme V Snow Plow. This work resulted in an increase in cost of \$400; however, the amount of the purchase order was not increased before that work was completed. The Division has educated the staff that provided the approval before the purchase order was amended in order to limit this issue moving forward.

Respectfully submitted,

AJC Sabatelli
for: John J. Barthelmes
Commissioner of Safety



NEW HAMPSHIRE
 94 Sheep Davis Rd
 Pembroke, NH 03275
 P: (603) 225-9576
 F: (603) 228-5246

Pro Forma Invoice

IMPORTANT: All invoices are due and payable in U.S. Dollars in Guadalupe County, Texas, or where indicated below. No goods to be returned without our written permission. Goods must be returned transportation charges pre-paid. A handling charge will be made on all returned goods.
LATE CHARGE: A late charge of 1.5% of any past due balance of the dealers account as of the last day of the month will be billed as of the 15th day of the following month if payment has not been received by that date.

CUSTOMER NO	826982	TERRITORY	393	PAGE 1 of 1
ORDER DATE	08/09/2018	CUSTOMER PO	REBILL ORG 4809856	
INVOICE DATE	08/09/2018	SHIPPED VIA		
SALES ORDER	5059506 - S4	FREIGHT TERMS	FCA FACTORY- FRT ARRANGED & PREPAID, TRANSFER AT ORIGIN	
		FC1		
PAYMENT TERMS	Net 30 Days(Override)/Invoice		CODE	002
DELIVERY & INSTRUCTIONS:		REQUESTED SHIP DATE	08/09/2018	

SOLD TO:
 STATE OF NH DEPT OF SAFETY CHP
 33 HAZEN DR
 CONCORD NH 03305

SHIP TO:
 STATE OF NH DEPT OF SAFETY CHP
 33 HAZEN DR
 CONCORD NH 03305

DESCRIPTION/REMARKS							
ITEM NUMBER	BRANCH	DESCRIPTION	PICK SLIP# LOT/SERIAL	QUANTITY SHIPPED	LIST PRICE	DISC%	EXTENDED AMOUNT
SHOPSUPPLIESHPF	9958	EXTRA WORK FOR BOSS PLOW INSTA ORIGINAL PURCHASE ORDER WAS PRICED FOR 5447.00 DUE TO AN OLD BOSS PLOW SET UP THAT REQUIRED ADDITIONAL WORK - MICHAEL CALLED AND WAS APPROVED TO DO THE WORK AND CHARGE 400.00 MORE STATE COULD NOT DIFFER FROM THE PURCHASE ORDER AND REQUESTED TO CREDIT AND REBILL FOR CORRECT AMOUNT AND HAVE THE 400.00 WRITTEN ON A SEPERATE ORDER.		1	400.00	0	400.00

REMARKS	NET DUE	CASH DISC.	IF PAID BY	SUB-TOTAL	400.00
	400.00	0.00	09/08/2018	FREIGHT & HANDLING	0.00
				TAXES	
				TOTAL(USD)	400.00
				PREPAID AMOUNT	

IMPORTANT: Alamo Group or affiliates (Alamo Group) shall not be liable to any person for any claim for injuries or damages which claim for injuries or damages arises out of or which results from the repair of this product by a person or firm other than Alamo Group. Repair parts are intended for use only on equipment manufactured or sold by Alamo Group.

Pro Forma Invoice

Acct Name
 Acct No
 Invoice No
 Invoice Date
 Invoice Total

STATE OF NH DEPT OF SAFETY CHP
826982
08/09/2018
400.00

Amount Paid
 Disc Taken
 Check#
