



CHRISTOPHER T. SUNUNU  
GOVERNOR

STATE OF NEW HAMPSHIRE  
OFFICE OF STRATEGIC INITIATIVES  
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DIVISION OF PLANNING  
DIVISION OF ENERGY  
www.nh.gov/osi

April 1, 2019

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

**REQUESTED ACTION**

Authorize the Office of Strategic Initiatives (OSI) to enter into a Memorandum of Agreement (MOA) with the Department of Safety (DOS), Vendor #177878, Concord, NH, in the amount of \$39,523.00 to support energy consumption reduction and costs in their Belmont facility, effective upon Governor & Executive Council approval, through June 30, 2019.  
100% Federal Funds (State Energy Program)

<u>Office of Strategic Initiatives, State Energy Programs</u>	<u>FY 2019</u>
01-02-02-024010-65100000	
102-500731 Contracts for Program Services	\$39,523.00

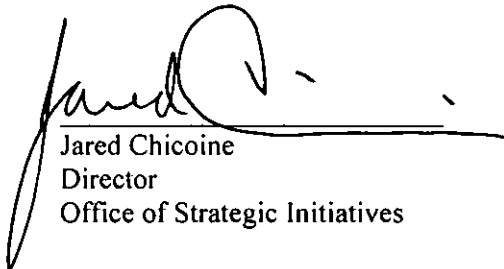
**EXPLANATION**

The intent of this Agreement is to provide funding to the Department of Safety, not to exceed \$39,523.00, for the purchase of energy efficient lighting and energy saving hardware for their Belmont facility to reduce energy consumption and costs.

This project will be administered by DOS.

In the event Federal Funds are no longer available, General Funds will not be requested to support this program.

Respectfully submitted,

  
Jared Chicoine  
Director  
Office of Strategic Initiatives

G&C 04/17/19

**MEMORANDUM OF AGREEMENT  
BETWEEN  
OFFICE OF STRATEGIC INITIATIVES  
AND  
DEPARTMENT OF SAFETY**

This MOA describes activities that have been agreed to between the New Hampshire Office of Strategic Initiatives (OSI) and Department of Safety (DOS) to utilize funding provided by OSI to purchase and install energy efficient lighting and energy saving hardware in their Belmont facility. This agreement will become effective upon approval by Governor and Council. The project completion date is June 30, 2019.

For the purposes of this Agreement, OSI and DOS agree as follows:


1. The agencies shall assign appropriate staff to oversee the implementation of this Agreement.
2. Up to \$39,523.00 of funds provided may be used to purchase and install energy efficient lighting and energy saving hardware in their Belmont facility:
  - a. Contracting with a firm or vendor to purchase hardware;
  - b. Any other related expense approved by OSI;
3. DOS shall administer the project.
4. DOS shall submit a final report to OSI that include the following, if applicable:
  - a. Projected cost savings based on current annual data for the facility,
  - b. Projected energy savings based on anticipated utilization data for the facility.
5. PROJECT COST: OSI shall provide funding in an amount up to \$39,523.00 for FY 2019. Prior to invoicing and reimbursement, DOS shall submit to OSI their DUNS number and proof of registration in the Federal System for Award Management (SAM). FY 2019 funding is available for DOS use, through a system of invoicing and reimbursement, until June 30, 2019.
6. INVOICING: DOS will submit detailed invoices and related backup documentation within 15 days following the purchase of the materials. Invoicing will be done as soon as feasible to ensure compliance with year-end deadlines. Final invoicing is due to OSI by July 20, 2019.
7. TERMINATION: Either party may terminate this agreement upon providing written notice to the other thirty (30) days prior to termination. Upon termination, DOS will be paid for all qualifying work completed prior to termination.

8. DURATION: The project duration extends from the date of approval by Governor and Council, through June 30, 2019 for program activities, invoicing and program year closeout, unless terminated by either party, or extended in writing by subsequent agreement of the parties and acceptance by Governor and Council.

IN WITNESS WHEREOF, the respective parties have hereunto set their hands on the dates indicated.

  
\_\_\_\_\_  
Jared Chicoine, Director  
NH Office of Strategic Initiatives

3/22/19  
Date

  
\_\_\_\_\_  
John J. Barthelmes, Commissioner  
NH Department of Safety

3/22/19  
Date

OFFICE OF THE ATTORNEY GENERAL

By:  (C.K. Allen Brooks)  
Assistant Attorney General

Date: March 25, 2019

I hereby certify that the foregoing agreement was approved by the Governor and Council of the State of New Hampshire at their meeting on \_\_\_\_\_, \_\_\_\_\_.

OFFICE OF THE SECRETARY OF STATE

By: \_\_\_\_\_

Title: \_\_\_\_\_