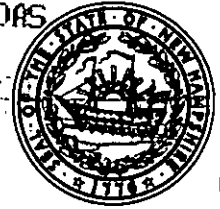




The State of New Hampshire
Department of Environmental Services

APR 10 '20 AM 8:03 DAS



Sam

107

Robert R. Scott, Commissioner

April 8, 2020

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

REQUESTED ACTION

The New Hampshire Department of Environmental Services (NHDES) respectfully requests an exemption to New Hampshire Plant and Property Management Rules, ADM 611:08(g) to enable NHDES to increase its fleet by one vehicle. This new vehicle shall be assigned to the Waste Management Division, MtBE Remediation Bureau (MtBERB).

EXPLANATION

NHDES operates and maintains a fleet of 43 passenger vehicles for departmental use. Of the total vehicles, 26 vehicles are considered to be pool vehicles and are used by various programs on a reservation basis. The remaining vehicles are assigned to programs with specific needs for those vehicles, and they are generally unavailable for use by other programs.

NHDES recently performed a review of the department's fleet, and concluded that the fleet was fully utilized by other programs and was not able to meet the increased demands of the MtBERB staff.

MtBERB is tasked with meeting the drinking water quality sampling needs of the department, and conducting this sampling in a very timely and responsive manner. The bureau conducts a robust state-wide well sampling program to perform water quality analysis for thousands of drinking water wells. Four full-time staff are currently assigned to the well sampling effort and they are supported by other staff to stand up additional sampling teams as sampling needs dictate. These sampling staff are the primary users of the three existing sampling vehicles in the bureau and they travel almost daily throughout the year, including during periods of inclement weather. Many of the sampling locations are located in remote areas of the state. Further, the majority of wells to be sampled belong to homeowners and it is important to minimize inconvenience to the homeowners and to minimize the number of appointment cancellations due to inclement weather conditions or the lack of a sampling vehicle, not only for reasons of public service but also for efficient use of our limited staff resources. Having immediate access to vehicles that can safely be driven to sampling sites help ensure that cancellations remain at an absolute minimum.

Presently, MtBERB is working to stand up an additional full time sampling team to conduct increased sampling associated with the per- and polyfluoroalkyl substances (PFAS) response. Since all existing vehicles are routinely booked, an additional vehicle having the necessary cargo capacity for sampling coolers and equipment and having statewide all weather traveling capability will be needed by the additional sampling team on a full time basis.

The last waiver to expand the NHDES fleet was granted on May 2, 2018 (G&C Item #85A) for two vehicles which were added to the Water Division, Wetlands Bureau. NHDES requests to expand its fleet by one vehicle to provide one additional full time vehicle to the MtBERB drinking water quality sampling staff located at the Concord Office. Maintenance costs associated with this fleet increase will be absorbed within the current operating budget within MtBERB. Given the amount of official travel required, the requested vehicle would easily exceed the minimum 7,413-mile annual mileage requirement.

Additionally, there are daily requests in-house for field vehicles by other NHDES programs. By allowing MtBERB to purchase the vehicle, it will remove the need for this specific program to use a fleet vehicle that could otherwise be used by other programs.

By approving this request, NHDES will be adequately equipped to provide the sampling program with the vehicles necessary to complete its mission without negatively impacting the efficiency and productivity of other programs.

We respectfully request your approval.



Robert R. Scott, Commissioner

VAqR Approval Form

RQNumber: 201126

Received Date: 2/18/2020

Business Supervisor: Steve McLocklin

Agency: Environmental Services Department

Division:

Bureau:

Funding Source: 100.00% (100% Other (revenue class 009-Agency Income))

RQ Amount: \$26,560

Quantity: 1

Vehicle Information

Proposed Vehicle to be Surplussed Requested Replacement Vehicle DAS Alternate Recommendation

Purchase/Acquisition Type:

Fleet Increase / New Purchase

Vehicle Type:

Passenger Autos

Model Year:

2020

Make:

Toyota

Model:

Rav4 Hybrid

Description:

8002640 101.26 Add extra FOB

TCO:

Vehicle History

Plate or ID Number:

Purchase Price:

\$26560.00

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 awaiting G&C approval.

Submission for Authorization 2/18/2020

Requisition Approved:

Conditionally Approved:

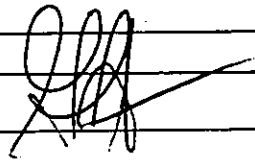
Requisition Denied:

Search GSA:

General Bid Process:

Signatory Comments: _____

Authorizing Authority Signature:



Date:

2/18/2020

Authorizing Authority Title:

Director, DPSS