



**State of New Hampshire
POLICE STANDARDS & TRAINING COUNCIL
ARTHUR D. KEHAS
LAW ENFORCEMENT TRAINING FACILITY & CAMPUS
17 Institute Drive — Concord, N.H. 03301-7413
603-271-2133 FAX 603-271-1785
TDD Access: Relay NH 1-800-735-2964**



Sheriff Michael L. Prozzo, Jr.
Chairman

Donald L. Vittum
Director

April 18, 2013

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

100% Penalty Assessment Fund

REQUESTED ACTION

Authorize the New Hampshire Police Standards & Training Council (NHPSTC) to enter into a memorandum of agreement with NHTI – Concord’s Community College (NHTI), 31 College Drive, Concord, NH 03301 (Vendor Code 216952) in the amount of \$13,104.00 for general maintenance and supply services provided by NHTI. This action is to be effective upon Governor and Council approval for the period of July 1, 2013, through the end of the fiscal year, June 30, 2015. Source of funds: 100% Other Funds (penalty assessment).

Funding is available for this contract pending approval of the next biennial budget and should be encumbered as follows:

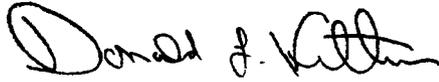
<u>Organization</u>	<u>Accounting Unit</u>	<u>FY2014</u>
PSTC	06-87-87-08700-89990000-049-500294	\$6,552.00
<u>Organization</u>	<u>Accounting Unit</u>	<u>FY2015</u>
PSTC	06-87-87-08700-89990000-049-500294	\$6,552.00
	Total	\$13,104.00

EXPLANATION

The New Hampshire Police Standards & Training Council (NHPSTC) is administratively attached to the Community College System of New Hampshire (CCSNH). Each year, PSTC pays an amount of \$6,552.00 for services provided by NHTI for maintenance and plowing of Institute Drive where PSTC is located, and for the use of the water/sewer lines and electrical service lines that NHTI owns and maintains, that supply water and electricity to PSTC.

This agreement has no general fund impact. We respectfully request your approval for this agreement.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Donald L. Vittum". The signature is fluid and cursive, with the first name being the most prominent.

Donald L. Vittum
Director

DLV:brj

**Memorandum of Agreement
New Hampshire Police Standards and Training Council and
NHTI – Concord’s Community College**

This agreement is validated by approval of the Governor and Executive Council, by and between the NHTI – Concord’s Community College (hereafter NHTI), located at 31 College Drive, Concord, New Hampshire 03301, and the New Hampshire Police Standards and Training Council (herein after PSTC), located at 17 Institute Drive, Concord, New Hampshire 03301.

Facility Maintenance:

- 1 PSTC will transfer to NHTI the sum of \$6,552.00 each year for fiscal years 2014 and 2015 as reimbursement for the following services provided by NHTI:
 - 1.1 Plowing and general road maintenance of College Road, and
 - 1.2 Use of water and sewer pumping and supply, and
 - 1.2 Miscellaneous services and supplies for the maintenance and betterment of the PSTC facility and its students (e.g. road salt for snow melt, etc., and occasional mechanical services) by mutual agreement.

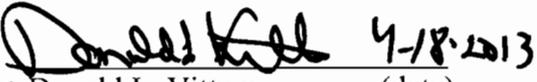
General Provisions:

2. Payment will occur after receipt of an NHTI invoice pending the following provisions:
 - 2.1 The terms of this agreement may be amended by either party upon mutual written agreement and approval of Governor and Executive Council.
 - 2.2 This agreement may be severed upon 30 days written notice by either PSTC or NHTI.
 - 2.3 This agreement may be automatically renewed for no more than 2 years.

This agreement is entered into by:



Lynn Kirchenstein (date)
President
NHTI-Concord’s Community College



Donald L. Vittum (date)
Director
NH Police Standard and Training

Approved for form and substance:



Sr. Assistant Attorney General Nancy Smith (date)
NH Department of Justice for:
NH Police Standards and Training Council

