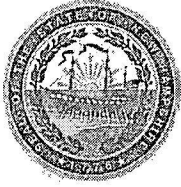


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State of New Hampshire

DEPARTMENT OF SAFETY
JAMES H. HAYES BLDG. 33 HAZEN DR.
CONCORD, N.H. 03305
(603) 271-2791

EDDIE EDWARDS
ASSISTANT COMMISSIONER

STEPHEN R. LAVOIE
ASSISTANT COMMISSIONER

ROBERT L. QUINN
COMMISSIONER

October 25, 2023

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

REQUESTED ACTION

In accordance with Administrative Rules Adm 611.08 (g), the Department of Safety, Division of Fire Safety, respectfully requests permission to increase their fleet size by twelve vehicles. Effective upon Governor and Executive Council approval.

EXPLANATION

The Division of Fire Safety currently employs 48 full-time and part-time employees, successfully filling most of our vacancies. Employees are field based inspectors and investigators requiring statewide daily travel. The Division currently has 26 shared vehicles in service. It is necessary to increase the fleet to 38 for a timely response to meet the business need. Inspectors can be expected to travel throughout the state in one day. Using the State's Break-Even Mileage formula, purchasing additional fleet vehicles is less costly than paying reimbursement for use of a personal vehicle.

Given the diversity of inspections and investigations, vehicles will be equipped to transport hand tools and a full set of Fire/HazMat gear to guard against contamination. These items are stored in separate containers within the vehicles to maintain the integrity of the investigation, reducing the need to make multiple trips between assignments.

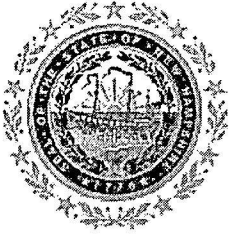
Funding for the vehicles is 100% agency funds in accounts Fire Safety Administration, Accounting Unit 02-23-23-238010-66310000-030, Modular Program Accounting Unit 02-23-23-238010-50070000-030 and Tramway and Amusement Accounting Unit 02-23-23-231010-50030000-030. The purchase of these vehicles will be made as funding is available in the current biennium and the next biennium.

The Department of Administrative Services Fleet Management has been consulted and has conditionally approved this request pending Governor and Executive Council approval, as noted in the attached letter.

Please find the enclosed supporting documentation.

Respectfully Submitted,

Robert L. Quinn
Commissioner of Safety



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street - Room 100

Concord, New Hampshire 03301

(603) 271-3201 Office@das.nh.gov

Charles M. Arlinghaus
Commissioner

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

September 29, 2023

Attn:
Sean Toomey
State Fire Marshall
NH Department of Safety, Division of Fire Safety
110 Smokey Bear Boulevard
Concord, NH 03301

SUBJECT: Response to Fleet Increase Request

State Fire Marshall Toomey:

Please accept this as acknowledgement and receipt of your request to increase the NH Department of Safety, Division of Fire Safety fleet size. The DAS Division of Procurement and Support Services Fleet Management recommends the approval of increasing the fleet by twelve (12) motor vehicles which includes eleven (11) SUV type motor vehicles and one (1) pickup truck prior to submission to the Governor and Executive Council for formal consideration.

This would bring the NH Department of Safety, Division of Fire Safety fleet size to a total of 38 vehicles which is an adequate number for the 48 employees in the division.

It is the position of the DAS Division of Procurement and Support Services Fleet Management that the request is reasonably justified and compelling enough to merit consideration by the Governor and Executive Council in a near future meeting.

Thank you for your proactive request to involve us in your fleet review in support of statewide efforts to maintain fleet efficiency.

Respectfully submitted,

A handwritten signature in black ink that reads "Andrew Bennett".

Andrew Bennett
State Fleet Manager, DAS Division of Procurement and Support Services



DN: cn=Gary S Lunetta,
o=Dept of Admin Svs,
ou=Div of Procurement
Support Svs,
email=Gary.S.Lunetta@d
as.nh.gov, c=US
Date: 2023.10.16 15:27:51
-04'00'

Gary S. Lunetta
Director, DAS Division of Procurement & Support Services