



ROBERT L. QUINN  
COMMISSIONER OF  
SAFETY

## State of New Hampshire

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

April 21, 2021

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

### Requested Action

Pursuant to MOP 1200, "Membership, Dues and Licenses", authorize the Department of Safety, Division of Motor Vehicles, to pay annual membership dues for two years to the International Registration Plan (IRP), Inc. (VC# 170876-B001), 4196 Merchant Plaza #225, Lake Ridge, Virginia, for an amount not to exceed \$29,600.00. Effective upon Governor and Executive Council approval for the period of October 1, 2021, through September 30, 2023. Funding source: 100% Agency Income (Cost of Collections).

Funding availability is contingent upon continued appropriations in the SFY2022 and SFY2023 operating budgets with the authority to adjust between state fiscal years through the Budget Office if needed and justified.

02-23-23-233015-31090000 Dept. of Safety – Div. of Motor Vehicles – International Registration Program  
026-500251 Organizational Dues – Membership Fees

<u>SFY 2022</u>	<u>SFY 2023</u>	<u>TOTAL</u>
\$14,800.00	\$14,800.00	\$29,600.00

### Explanation

This membership provides for access to the IRP and Clearing House systems through September 30, 2023. This organization provides to all member jurisdictions the ability to collect registration fees and perform audits on behalf of the other member jurisdictions and to distribute registration fees collected to the other member jurisdictions through a central clearinghouse. This central clearinghouse eliminates the requirement of providing fifty plus individual checks to the other jurisdictions each month. As a member of IRP and the automated clearinghouse, New Hampshire is automatically updated for any changes in registration fees in other jurisdictions and conversely changes in New Hampshire registration fees are submitted to the clearinghouse and automatically updated in all other jurisdictions.

RSA 260:73 states that the Commissioner is authorized to execute all documents and perform all other acts necessary to enter into and carry out the provisions of a multi-jurisdictional Commercial Vehicle International Registration Plan.

Listed below are answers to standard questions required for Governor and Council organization dues and membership approval submissions.

- How long has this organization been in existence and how long has this agency been a member of this organization?* In 1973 an IRP pilot program was implemented and in 1994 IRP, Inc. was created. NH joined IRP in 1993.
- Is there any other organization which provides the same or similar benefits which your agency belongs to?* No.
- How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?* The 48 contiguous US states, the District of Columbia (DC), and ten Canadian provinces are members of IRP. The Department of Safety is the only NH State agency belonging to IRP, Inc.

4. *How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.)* It is based on commercial power units.
5. *What benefit does the state receive from participating in this membership?* IRP, Inc. serves as a central repository for plan-related and jurisdiction-specific information coordinating the peer review and dispute resolution processes; managing a forum for IRP committees and task forces to address specific IRP issues; communicating IRP updates such as fee changes and registration extensions; and operating the Clearinghouse for efficient transfer of data and funds.
6. *Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail.* The IRP, Inc. annual dues include access to a website offering education and training opportunities through the use of free webinars and certificate program.
7. *Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.* The 48 contiguous US states, DC, and ten Canadian provinces participate in the plan, which authorizes registration of over 2.0 million commercial vehicles.
8. *Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.* IRP, Inc. funded attendance of one person from each jurisdiction at the 2018 and 2019 IRP Annual Meeting, with no 2020 annual meeting being held due to the pandemic.
9. *Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization.* Elizabeth A. Bielecki, Director of Motor Vehicles, who is the voting member, and five (5) employee members are involved with the organization.
10. *Explain in detail any negative impact to the State if the Agency did not belong to this organization.* NH would not able to process, register, or collect the proper registration fees for IRP commercial vehicles, including NH commercial vehicles.

Respectfully submitted,



Robert L. Quinn  
Commissioner of Safety

# International Registration Plan, Inc.

4196 Merchant Plaza #225  
Lake Ridge, VA 22192  
Phone: 703-963-2326  
Fax: 703-831-8757  
irpmail@irpinc.org  
FEI: 54-1732330

## Invoice

Fiscal Year 2021 Membership Dues: October 1, 2021 - September 30, 2022

Date	Invoice #
3/29/2021	300001769

<b>Bill To</b>
New Hampshire Department of Safety Division of Motor Vehicles 23 Hazen Drive Concord, NH 03305

Description	Amount
Jurisdiction: 10,001 - 15,000 Power Units	\$14,800.00
<b>Total</b>	\$14,800.00
<b>Balance Due</b>	\$14,800.00

**Terms:** Payment is due on or before September 30, 2021.

Checks should be made payable to IRP, Inc. in US funds and drawn on a US bank.

Please email [irpmail@irpinc.org](mailto:irpmail@irpinc.org) if you have any questions.

## Garlow, Arthur

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**From:** Amy Cook <ACook@irpinc.org>  
**Sent:** Thursday, March 25, 2021 11:29 AM  
**To:** Garlow, Arthur  
**Subject:** RE: State of NH-DMV IRP Inc. dues

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Arthur:

From what I see your Power Units should not go over 15,000, so your dues should be \$14,800 for the next two years. The only difference would be if the number of Power Units go over 15,000 or the board votes on increasing what each jurisdictions owe.

I hope this is helpful.

Amy

Amy Cook | IRP Systems and Member Support Specialist | IRP, Inc. | Mailing Address: 4196 Merchant Plaza #225, Lake Ridge, VA 22192 | T: (703) 963-2326 | F: (703) 831-8757 | [acook@irpinc.org](mailto:acook@irpinc.org) | [www.irponline.org](http://www.irponline.org) |

Refer to [IRP FAQs](#) to find answers to common IRP motor carrier questions.

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**From:** Garlow, Arthur <Arthur.S.Garlow@DOS.NH.GOV>  
**Sent:** Thursday, March 25, 2021 9:36 AM  
**To:** Amy Cook <ACook@irpinc.org>  
**Cc:** Lienhart, Lisa <Lisa.L.Lienhart@DOS.NH.GOV>  
**Subject:** State of NH-DMV IRP Inc. dues

Good morning Ms. Cook,

I am seeking a quote for the State of NH IRP Inc. dues for the next 2 FYs. If I need to contact someone else please let me know.

Thank you.

Arthur Garlow  
NH-DMV  
(603) 227-4050