

114

MLC



# State of New Hampshire

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

RICHARD C. BAILEY, JR.  
ASSISTANT COMMISSIONER

EDDIE EDWARDS  
ASSISTANT COMMISSIONER

ROBERT L. QUINN  
COMMISSIONER

October 5, 2023

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

### REQUESTED ACTION

Authorize the Department of Safety, Division of Administration to retroactively pay an invoice dated October 31, 2022, in the amount of \$11,453.23 to Bumper to Bumper Autobody (VC #165330-B001), for EQ219 repair services effective upon Governor and Council approval. 34% General Funds, 41% Highway Funds, 25% Turnpike Funds.

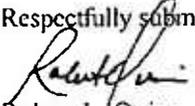
Funding is available in the SFY 2024 operating budget as follows:

02-23-23-234015-40030000 - Dept. of Safety – Div. of State Police – Traffic Bureau	<u>SFY 2024</u>
020-500235 Vehicle Maintenance	\$11,453.23

### EXPLANATION

This request is retroactive due to a communication error between agencies and unanticipated change in personnel. The invoice from 10/31/2022 should have been paid in accordance with ADM 608.01(b), this error was discovered when Account Payable issued voucher #709633 to pay and was brought to the department's attention. A waiver to pay unencumbered was requested and denied due to a miscommunication of facts. The denial came after year-end processing and was set aside to await the new fiscal year budget and was mistakenly identified as processed and paid. The Division began processing this prior period invoice immediately upon the discovery that the invoice was still outstanding. The Division will ensure that communication between agencies is clear and concise when requesting waivers and ensure invoices are paid in accordance with payment procedures.

Respectfully submitted,

  
Robert L. Quinn  
Commissioner of Safety

Bumper to Bumper Autobody

279 River rd  
NH 03304

# Invoice

Date	Invoice #
10/31/2022	8552

<b>Bill To</b>
NH Department of Safety 33 Hazen Dr EQ4471 Concord NH 03301

P.O. No.	Terms	Project
EQ219		

Quantity	Description	Rate	Amount
39.5	Body Labor	48.00	1,896.00
23.9	Paint Labor	48.00	1,147.20
23.9	Paint Supplies	28.00	669.20
1	OEM Parts	7,690.83	7,690.83
1	Misc.	50.00	50.00
<p>Co <u>15</u> Inv Date <u>10-31/22</u> Due Date _____</p> <p>Vendor # <u>115330</u> Permit <u>B001</u> Inv # <u>8552</u></p> <p>PO # or Contract # _____ Line # _____ \$ <u>11453.23</u></p> <p>Acc Unit <u>40030000</u> Acc <u>500235</u></p> <p>Activity Code _____ Acc Cat _____</p> <p>Approved by <u>[Signature]</u> Date <u>10/31/22</u></p> <p>EQ# _____</p>			
FINAL BILL		<b>Total</b>	<b>\$11,453.23</b>