



William Cass, P.E.
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

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David Rodrigue, P.E.
Assistant Commissioner
Andre Briere, Colonel, USAF (RET)
Deputy Commissioner

Bureau of Highway Maintenance
May 7, 2024

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

REQUESTED ACTION

Authorize the Department of Transportation (DOT) to pay five (5) **unencumbered, retroactive, and sole source** invoices totaling \$8,075 to Amer Electric, Inc. (Vendor # 208138) in Keene, NH, for electrical services performed April 7, 2023 through May 1, 2023, effective upon Governor and Council approval. 100% Highway Funds.

Funds are available as follows: FY 2024

04-96-96-960515-3007	
Highway Maintenance Bureau	
048-500226 Contract Repairs	\$8,075

EXPLANATION

Retroactive payment is requested due to vendor error and subsequent delays in invoice resubmittal. Highway Maintenance District 4 was experiencing electrical system issues at two highway patrol sheds in Marlborough and Walpole in April 2023. The electrical companies contracted to do work for State of New Hampshire were contacted to complete the needed repairs. We were advised that they did not have the availability to complete the work in a reasonable amount of time. District supervisors then contacted Amer Electric Inc, who were able to quickly complete the work, requiring this request to be **sole source**. The delay in requesting payment of the invoices is due in large part to the vendor's delays in providing the necessary detailed costs breakdowns and corrected invoices.

Your approval of this request to pay the above retroactive invoices is respectfully requested.

Sincerely,

William J. Cass, P.E.
Commissioner

Attachment

Amcr Electric Inc
 PO Box 1090
 Keene NH 03431

Invoice

Invoice Date	Invoice #
4/28/23	113229
Service Date	
4/19/23	

(603) 357-8553

NHDOT 4
 19 Base Hill Rd
 Swanzey NH 03446

P.O. No.	Project	Terms		
	Keene NH	Due on receipt		
Description	Quantity	Rate	Amount	
Proposal 1515				
Replace outdoor 100A 8-circuit sub-panel with new 100A 12-circuit outdoor panel with new breakers	1	825.00	825.00	
Supply & install 120V outlet for equipment in garage and convert existing outlet to quad	1	250.00	250.00	
Supply & install outdoor LED wall pack on back of garage	1	250.00	250.00	
NH Sales Tax		0.00%	0.00	
		Total	\$1,325.00	

*Thank you! We appreciate your business!
 Proudly serving NH and VT since 1988 with electrical,
 fire and security systems & service.*

Payments/Credits	\$0.00
Balance Due	\$1,325.00

Amer Electric Inc
 PO Box 1090
 Keene NH 03431

Invoice

Invoice Date	Invoice #
5/1/23	113279
Service Date	
5/1/23	

(603) 357-8553

NHDOT 4
 19 Base Hill Rd
 Swanzey NH 03446

P.O. No.	Project	Terms		
	Walpole NH	Due on receipt		
Description	Quantity	Rate	Amount	
Proposal 1527				
Repair/replace FBU and 2 remote heads	1	225.00	225.00	
Troubleshoot lights & switches in sand shed	1	250.00	250.00	
Install 120V outlet in garage ceiling	1	350.00	350.00	
NH Sales Tax		0.00%	0.00	

Total \$825.00

Payments/Credits \$0.00

Balance Due \$825.00

*Thank you! We appreciate your business!
 Proudly serving NH and VT since 1988 with electrical,
 fire and security systems & service.*

Amer Electric Inc
 PO Box 1090
 Keene NH 03431

Invoice

Invoice Date	Invoice #
4/28/23	113285
Service Date	
4/20/23	

(603) 357-8553

NHDOT 4
 19 Base Hill Rd
 Swanzey NH 03446

P.O. No.	Project		Terms	
	Stoddard NH		Due on receipt	
Description	Quantity	Rate	Amount	
Proposal 1521				
Retro-fit bathroom light fixtures with direct drive LED lamps	1	375.00		375.00
Replace paddle fans	1	875.00		875.00
Replace five outdoor flood light fixtures with LED	1	1,125.00		1,125.00
Adjustment per Ryan Amer	1	-320.00		-320.00
NH Sales Tax		0.00%		0.00
		Total		\$2,055.00

*Thank you! We appreciate your business!
 Proudly serving NH and VT since 1988 with electrical,
 fire and security systems & service.*

Payments/Credits	\$0.00
Balance Due	\$2,055.00

Amer Electric Inc
 PO Box 1090
 Keene NH 03431

Invoice

Invoice Date	Invoice #
4/7/23	113183
Service Date	

(603) 357-8553

NHDOT 4
 19 Base Hill Rd
 Swanzey NH 03446

P.O. No.	Project	Terms		
	Proposal 1511	Due on receipt		
Description	Quantity	Rate	Amount	
Electrical work as proposed at Marlborough 412 facility				
Pipe & Wire 2 20A 120V outlets in lobby	1	300.00	300.00	
Supply & Install 20A GFCI outlet in breakroom	1	75.00	75.00	
Supply & Install industrial paddle fans in breakroom. Replace ceiling fan in garage.	1	850.00	850.00	
Supply & Install 2 switches and 2 outdoor flood lights in cold storage building	1	500.00	500.00	
Troubleshoot & replace 2 LED flood lights	1	775.00	775.00	
NH Sales Tax		0.00%	0.00	
		Total	\$2,500.00	

*Thank you! We appreciate your business!
 Proudly serving NH and VT since 1988 with electrical,
 fire and security systems & service.*

Payments/Credits	\$0.00
Balance Due	\$2,500.00

Amer Electric Inc
 PO Box 1090
 Keene NH 03431

Invoice

Invoice Date	Invoice #
4/28/23	113282
Service Date	
4/26/23	

(603) 357-8553

NHDOT 4
 19 Base Hill Rd
 Swanzey NH 03446

P.O. No.	Project	Terms	
	Stoddard NH	Duc on receipt	
Description	Quantity	Rate	Amount
Proposal 1536: Supply & install two 20A 120V GFCI circuits with two quad outlet boxes per circuit to second floor kitchen NH Sales Tax		1,370.00	1,370.00
		0.00%	0.00
		Total	\$1,370.00
		Payments/Credits	\$0.00
		Balance Due	\$1,370.00

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 fire and security systems & service.*