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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



32

William Cass, P.E.
Commissioner

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

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

Bureau of Mechanical Services
November 27, 2024

REQUESTED ACTION

Authorize the Department of Transportation to **retroactively** pay Unifirst Corporation, (#177547), Nashua NH, \$7,534.34 for renting uniforms for certain employees of the Bureau of Mechanical Services, effective upon Governor and Council approval. 100 % Highway Funds

Funds are available as follows:	<u>FY 2025</u>
04-96-96-960515-3005	
Mechanical Services	
020-500212 Clothing	\$7,534.34

EXPLANATION

This **retroactive** payment request is due to the Bureau's previous contract for uniform services with Unifirst Corporation expiring while services were needed until the replacement contract was in place. To meet the requirements of the Collective Bargaining Agreement, the Bureau is obligated to provided uniforms to certain positions. The replacement contract with vendor CINTAS was intended to take effect January 31, 2024, however due to unforeseeable delays the new contract was not available to start implementation until March of 2024. Since there are seven (7) locations needing uniform services at Mechanical Services, full implementation of the new contract, including getting the correct products, was not completed until the end of June of 2024. Scheduling of pickups resulted in one employee receiving a July 2024 invoice date. Unifirst Corporation continued to provide service after their contract expired at the same established rate and conditions, to assist in helping us cover the gap until the new contract was in place.

The Department of Transportation, in accordance with the Collective Bargaining Agreement requirements, has undertaken a safety program to protect its employees from the harmful effects of lead. Mechanical Services Bureau employees that have the potential for lead exposure are located in the Concord facility and 6 satellite locations, and account for fifty-six (56) of the Bureau's employees. Uniforms are expected to be worn during an employee's workday and to remain at the work site at the end of each day. This will help to prevent lead contamination outside of the workplace environment. The implementation of this safety initiative is in addition to other safety enhancements the Department has

implemented to reduce the harmful effects of lead exposure on employees. These initiatives include lead fume extractor equipment, written safety procedures, and a vacuum machine w/HEPA filters.

Due to the quantity of invoices between January and June 2024, the Bureau worked with Unifirst to reconcile their report with our internal tracking system. There were account credits issued in October from this reconciliation..

Sincerely,



William J. Cass, P.E.
Commissioner

Attachments

Bill To # 1079084 - NH DOT BUREAU OF MECH SVC Aging Report

Data as of End of Day October 27, 2024 - Run Date: 10/28/2024 3:11:09 PM - Run Time: 0:19 - Run User: CORPwshbl - Records Returned: 125 - V3

Bill To #	Bill To Name	Bill To Loc	Ship To #	Ship To Name	Ship To Address 1	Ship To City	Ship To State	Ship To Postal	Payment Type	Invoice	Invoice Date	Open Amount
												\$7,534.34
1079084	NH DOT BUREAU OF MECH SVC	044	815571	NH DOT-BUREAU OF MECHANIC	19 Base Hill Road	SWANZEY	NH	03448	Charge	1090578557	3/28/2024	\$21.37
1079084	NH DOT BUREAU OF MECH SVC	044	815571	NH DOT-BUREAU OF MECHANIC	19 Base Hill Road	SWANZEY	NH	03448	Charge	1090573588	3/21/2024	\$21.37
1079084	NH DOT BUREAU OF MECH SVC	044	815571	NH DOT-BUREAU OF MECHANIC	19 Base Hill Road	SWANZEY	NH	03448	Charge	1090570665	3/14/2024	\$21.37
1079084	NH DOT BUREAU OF MECH SVC	044	815571	NH DOT-BUREAU OF MECHANIC	19 Base Hill Road	SWANZEY	NH	03448	Charge	1090567797	3/7/2024	\$21.37
1079084	NH DOT BUREAU OF MECH SVC	044	815571	NH DOT-BUREAU OF MECHANIC	19 Base Hill Road	SWANZEY	NH	03448	Charge	1090564824	2/29/2024	\$21.37
1079084	NH DOT BUREAU OF MECH SVC	044	815571	NH DOT-BUREAU OF MECHANIC	19 Base Hill Road	SWANZEY	NH	03448	Charge	1090561973	2/22/2024	\$21.37
1079084	NH DOT BUREAU OF MECH SVC	044	815571	NH DOT-BUREAU OF MECHANIC	19 Base Hill Road	SWANZEY	NH	03448	Charge	1090559025	2/15/2024	\$21.37
1079084	NH DOT BUREAU OF MECH SVC	044	815571	NH DOT-BUREAU OF MECHANIC	19 Base Hill Road	SWANZEY	NH	03448	Charge	1090556165	2/8/2024	\$21.37
1079084	NH DOT BUREAU OF MECH SVC	044	815571	NH DOT-BUREAU OF MECHANIC	19 Base Hill Road	SWANZEY	NH	03448	Charge	1090553334	2/1/2024	\$21.37
1079084	NH DOT BUREAU OF MECH SVC	044	815571	NH DOT-BUREAU OF MECHANIC	19 Base Hill Road	SWANZEY	NH	03448	Charge	5090007176	5/9/2024	\$216.00
1079084	NH DOT BUREAU OF MECH SVC	044	815807	NH DOT-BUREAU OF MECHANIC	8 EASTMAN HILL ROAD	ENFIELD	NH	03748	Charge	1070323268	5/6/2024	\$11.83
1079084	NH DOT BUREAU OF MECH SVC	044	815807	NH DOT-BUREAU OF MECHANIC	8 EASTMAN HILL ROAD	ENFIELD	NH	03748	Charge	1070318096	4/8/2024	\$15.88
1079084	NH DOT BUREAU OF MECH SVC	044	815807	NH DOT-BUREAU OF MECHANIC	8 EASTMAN HILL ROAD	ENFIELD	NH	03748	Charge	1070314241	4/1/2024	\$22.40
1079084	NH DOT BUREAU OF MECH SVC	044	815807	NH DOT-BUREAU OF MECHANIC	8 EASTMAN HILL ROAD	ENFIELD	NH	03748	Charge	1070312413	3/25/2024	\$22.40
1079084	NH DOT BUREAU OF MECH SVC	044	815807	NH DOT-BUREAU OF MECHANIC	8 EASTMAN HILL ROAD	ENFIELD	NH	03748	Charge	1070310102	3/18/2024	\$22.40
1079084	NH DOT BUREAU OF MECH SVC	044	815807	NH DOT-BUREAU OF MECHANIC	8 EASTMAN HILL ROAD	ENFIELD	NH	03748	Charge	1070308229	3/11/2024	\$22.40
1079084	NH DOT BUREAU OF MECH SVC	044	815807	NH DOT-BUREAU OF MECHANIC	8 EASTMAN HILL ROAD	ENFIELD	NH	03748	Charge	1070306361	3/4/2024	\$22.40
1079084	NH DOT BUREAU OF MECH SVC	044	815807	NH DOT-BUREAU OF MECHANIC	8 EASTMAN HILL ROAD	ENFIELD	NH	03748	Charge	1070304524	2/28/2024	\$22.40
1079084	NH DOT BUREAU OF MECH SVC	044	815807	NH DOT-BUREAU OF MECHANIC	8 EASTMAN HILL ROAD	ENFIELD	NH	03748	Charge	1070302649	2/19/2024	\$22.40
1079084	NH DOT BUREAU OF MECH SVC	044	815807	NH DOT-BUREAU OF MECHANIC	8 EASTMAN HILL ROAD	ENFIELD	NH	03748	Charge	1070300779	2/12/2024	\$22.40
1079084	NH DOT BUREAU OF MECH SVC	044	815807	NH DOT-BUREAU OF MECHANIC	8 EASTMAN HILL ROAD	ENFIELD	NH	03748	Charge	1070298773	2/5/2024	\$22.40
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090582835	4/12/2024	\$87.84
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090580003	4/5/2024	\$74.84
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090577140	3/29/2024	\$78.84
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090574177	3/22/2024	\$78.84
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090571203	3/15/2024	\$78.84
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090568368	3/8/2024	\$78.84
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090565236	3/1/2024	\$74.84
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090562560	2/23/2024	\$78.84
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090559816	2/16/2024	\$74.84
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090556767	2/9/2024	\$74.84
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090553922	2/2/2024	\$74.84
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVCS-TRUCK SHP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	5090007177	5/10/2024	\$1,718.00
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090582836	4/12/2024	\$39.04
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090580004	4/5/2024	\$39.04
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090577141	3/29/2024	\$39.04
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090574178	3/22/2024	\$39.04
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090571205	3/15/2024	\$39.04
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090568369	3/8/2024	\$39.04
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	5090006784	3/7/2024	(\$38.06)
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090565237	3/1/2024	\$39.04
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090562561	2/23/2024	\$39.04
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090559817	2/16/2024	\$39.04
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090556768	2/9/2024	\$39.04
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC-WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090553923	2/2/2024	\$39.04
1079084	NH DOT BUREAU OF MECH SVC	044	816458	NH DOT-MECH SVC- WELDING	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	5090007178	5/10/2024	\$1,382.00
1079084	NH DOT BUREAU OF MECH SVC	044	816463	NH DOT-MECH SVC-CAR SHOP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090582837	4/12/2024	\$34.88
1079084	NH DOT BUREAU OF MECH SVC	044	816463	NH DOT-MECH SVC-CAR SHOP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090580005	4/5/2024	\$35.20
1079084	NH DOT BUREAU OF MECH SVC	044	816463	NH DOT-MECH SVC-CAR SHOP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090577142	3/29/2024	\$35.20
1079084	NH DOT BUREAU OF MECH SVC	044	816463	NH DOT-MECH SVC-CAR SHOP	33 SMOKEY BEAR BLVD	CONCORD	NH	03301	Charge	1090574179	3/22/2024	\$35.20

1079084	NH DOT BUREAU OF MECH SVC	044	1278347	NH DOT	502 DARTMOUTH COLLEGE HWY	TWIN MOUNTAIN	NH	03595	Charge	1070313489	3/28/2024	\$28.18
1079084	NH DOT BUREAU OF MECH SVC	044	1278347	NH DOT	502 DARTMOUTH COLLEGE HWY	TWIN MOUNTAIN	NH	03595	Charge	1070311592	3/21/2024	\$28.18
1079084	NH DOT BUREAU OF MECH SVC	044	1278347	NH DOT	502 DARTMOUTH COLLEGE HWY	TWIN MOUNTAIN	NH	03595	Charge	1070309285	3/14/2024	\$28.18
1079084	NH DOT BUREAU OF MECH SVC	044	1278347	NH DOT	502 DARTMOUTH COLLEGE HWY	TWIN MOUNTAIN	NH	03595	Charge	1070307424	3/7/2024	\$28.18
1079084	NH DOT BUREAU OF MECH SVC	044	1278347	NH DOT	502 DARTMOUTH COLLEGE HWY	TWIN MOUNTAIN	NH	03595	Charge	1070305692	2/29/2024	\$28.18
1079084	NH DOT BUREAU OF MECH SVC	044	1278347	NH DOT	502 DARTMOUTH COLLEGE HWY	TWIN MOUNTAIN	NH	03595	Charge	1070303739	2/22/2024	\$28.18
1079084	NH DOT BUREAU OF MECH SVC	044	1278347	NH DOT	502 DARTMOUTH COLLEGE HWY	TWIN MOUNTAIN	NH	03595	Charge	1070301888	2/15/2024	\$28.18
1079084	NH DOT BUREAU OF MECH SVC	044	1278347	NH DOT	502 DARTMOUTH COLLEGE HWY	TWIN MOUNTAIN	NH	03595	Charge	1070300010	2/8/2024	\$28.18
1079084	NH DOT BUREAU OF MECH SVC	044	1278347	NH DOT	502 DARTMOUTH COLLEGE HWY	TWIN MOUNTAIN	NH	03595	Charge	1070298043	2/1/2024	\$28.18
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070337870	7/2/2024	\$0.20
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070336143	6/25/2024	\$0.89
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070334422	6/18/2024	\$0.89
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070332628	6/11/2024	\$32.25
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070330696	6/4/2024	\$35.57
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070328894	5/28/2024	\$32.25
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070326720	5/21/2024	\$32.25
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070325457	5/14/2024	\$32.25
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070323743	5/7/2024	\$33.87
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070321954	4/30/2024	\$32.25
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070320133	4/23/2024	\$32.25
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070318328	4/16/2024	\$32.25
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070316543	4/9/2024	\$32.25
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070314714	4/2/2024	\$28.73
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070312894	3/26/2024	\$28.73
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070310978	3/19/2024	\$28.73
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070308709	3/12/2024	\$28.73
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070306848	3/5/2024	\$28.73
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070305008	2/27/2024	\$28.73
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070303148	2/20/2024	\$28.41
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070301305	2/13/2024	\$28.41
1079084	NH DOT BUREAU OF MECH SVC	044	1278839	NH DOT- LANCASTER	647A MAIN STREET	LANCASTER	NH	03584	Charge	1070299289	2/6/2024	\$28.41