



State of New Hampshire

DEPARTMENT OF SAFETY
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December 26, 2024

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to MOP 1301, VI, D, the Department of Safety, (DOS) Division of State Police, (SP) requests authorization for Trooper First Class Kevin Devlin and Trooper James Powers to travel over 300 miles one way in a rented vehicle in the amount of \$2,851.35 to Shallow Creek Kennels Inc. in Sharpsville, Pennsylvania from February 4, 2025, through February 7, 2025 to purchase two police canines for their upcoming school that is scheduled to begin in March 2025, upon Governor and Council approval. 41% Highway Funds; 34% General Funds, and 25% Turnpike Funds.

Funds are available in the SFY2025 operating budget as follows:

02-23-23-234015-40030000 DOS-SP-Traffic Bureau SFY2025
080-500715 – Out of State Travel Reimbursement - Operation – Rental Car (Out of State) \$2,851.35

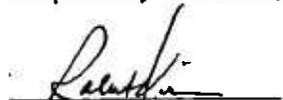
EXPLANATION

This request is for approval to travel outside a 300-mile radius for Trooper First Class Devlin and Trooper Powers to travel in a rented SUV for the purpose of purchasing two police canines from Shallow Creek Kennels Inc. located in Sharpsville, Pennsylvania. The SUV will be able to accommodate the two Troopers along with the two newly acquired canines and equipment on the return trip. The travel is scheduled from February 4, 2025, through February 7, 2025.

The round-trip mileage from Concord, New Hampshire to Sharpsville, Pennsylvania is 1,177.40 miles. The total cost of travel by air and 1 large rental car for the 4-day time frame in Sharpsville \$7,379.03. The cost to travel by 1 rental vehicle is \$2,851.35. The savings to travel by rental vehicle versus travel by air is \$4,527.68 (see Attachment A for comparisons). The employees will not be paid overtime during the time frame of travel.

The purpose of this travel is to screen, evaluate, and purchase 2 police canines from Shallow Creek Kennels Inc. in Sharpsville, Pennsylvania. The New Hampshire State Police canine commander and a canine handler have toured and evaluated this facility in the past. New Hampshire State Police has also purchased canines from Shallow Creek Kennels Inc. last year with positive outcomes. Transporting police dogs commercially within the states has made it difficult with the restrictions from airlines. Last year the delivery fee for two canines was \$4,500.00, this would be an additional savings by driving to Sharpsville, PA.

Respectfully submitted,


Robert L. Quinn
Commissioner of Safety

IA CJG

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: December 20, 2024

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Safety, Division of State Police, requests permission for Trooper First Class Kevin Devlin from the Canine Unit and Trooper First Class James Powers from Troop A to travel to Sharpville, Pennsylvania, for 4 days of out-of-state-travel status from February 4, 2025, to February 7, 2025.

Conference/Workshop/Seminar Title

2025 K-9 Patrol School Dog Purchase

Purpose of Travel

Pursuant to the Department of Administrative Services Manual of Procedure MOP 1301, VI, D, the Department of Safety, Division of State Police, requests approval for travel outside a 300-mile radius (see Attachment B) for two Troopers in a rented SUV for the purpose of attending Shallow Creek Kennels Inc. from February 4, 2025, through February 7, 2025, in Sharpville, Pennsylvania. The total round-trip mileage for two Troopers to travel from Concord, NH to Sharpville, Pennsylvania, is 1,177.40 miles. The total cost for travel by air and use of a rental car for the 4-day time frame in Sharpville, PA \$7,379.03. The cost to travel by rental vehicle is \$2,851.35. **The savings to travel by state vehicle versus travel by air is \$4,527.68** (see Attachment A for comparisons). The employees will not be paid overtime during the time frame of their travel.

The purpose of this travel is to attend the Shallow Creek Kennels Inc. in Sharpville, Pennsylvania to screen, evaluate, and purchase two police canines. New Hampshire State Police have previously toured and purchased police canines from Shallow Creek Kennels with great success. They produce quality and healthy police dogs.

Transportation by airplane on the return trip from Sharpville may prove to be difficult due to multiple airline restrictions. These would include, the maximum size dog crate allowed by airlines may be too small for the canines being purchased. They are unable to fly in the passenger compartment due to the size of seats and restrictions on dog crates inside the passenger compartment. There are limited flights if any that have a pressurized cargo if crate sized worked.

Renting a vehicle would enable NHSP to accommodate the dog crates and equipment needed for the canines after purchasing them during the visit and would eliminate the expense of a delivery fee from the kennel. (T-25-011)

Attendee and Title

Trooper First Class Kevin Devlin – Canine Unit
Trooper James Powers – Troop A

Fiscal Information – Summary

<u>Oblt</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
0710	Common Carrier	\$ 441.81	Appropriation of Out-of-State Travel	\$ 179,088.00
0711	Per Diem In Lieu	\$	Amount Expended to Date	\$ 19,187.69
0712	Meals	\$ 481.00	Available Balance	\$ 159,900.31
0713	Hotel	\$ 1,039.68	Amount requested this authorization	\$ 2,851.35
0714	Mileage	1,177.40	Estimated Balance Available	\$ 157,048.96
0715	Operation State Car	\$ *788.86	*State Mileage Reimbursement Rate – Round Trip = \$.67 per mile x 1,177.40 miles	\$
0717	Miscellaneous	\$ **100.00	** Tolls	
0719	Registration Fees	\$		
	TOTAL	\$ 2,851.35		

Appropriation Code: 15-025-4003-080-500715

Source of Funds: 41% Highway Funds, 34% General Funds, and 25% Turnpike Funds

Division Director: NO *Mark S. Shapiro* Commissioner of Safety: *Levitt*

(For Colonel Mark Hall)

ATTACHMENT A

AIR TRAVEL BREAKDOWN

TRAVEL BY AIR - TIME REQUIRED:

Round Trip (R/T) from NHSP Headquarters Concord NH To Manchester Regional Airport (2 Troopers) <i>[Concord = 2.00 Hours One Way = 4.00 Hours Round Trip]</i>	2.00 Hours
Arrival Time at Manchester Airport Prior to Departure <i>[1.50 Hours x 2 Troopers = 3.00]</i>	1.50 Hours
Air Travel from Manchester Airport to Pittsburgh, PA <i>[2.00 Hours x 2 Troopers = 8.50]</i>	4.25 Hours
Arrival Time at Pittsburgh, PA Airport Prior to Departure) <i>[1.50 Hours x 2 Troopers = 3.00]</i>	1.50 Hours
Air Travel from Pittsburgh, PA Airport to Manchester, NH <i>[4.05 Hours x 2 Troopers = 8.10]</i>	<u>4.05 Hours</u>

13.35 Hours – Round Trip per Trooper

TRAVEL BY AIR - TRIP COST INCLUDING AIR TRAVEL:

Parking Fee for State Vehicle at Manchester Regional	\$ 150.00
Airfare <i>[For Two Troopers]</i>	\$ 664.00
*Baggage Fee – Round Trip <i>[\$30.00 1st bag]</i>	\$ 120.00
Rental SUV For 4 days <i>[SUV to accommodate K9's & Crates]</i>	\$ 424.35
Meals <i>[2 Days x \$104.50 x2 Troopers]</i>	\$ 209.00
Meals <i>[2 Days x \$136.00 x 2 Troopers] [GSA Rate]</i>	\$ 272.00
Hotel – Approximate Plus Tax – Three Nights <i>[2 Trooper]</i>	\$ 1,039.68
K9 Delivery Fee Approx. <i>[2 canines]</i>	\$ 4,500.00

TOTAL COST TO TRAVEL BY AIR **\$ 7,379.03**

