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State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street

Concord, New Hampshire 03301

(603) 271-3201 | Office@das.nh.gov

Charles M. Arlinghaus
Commissioner

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

December 30, 2024

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

REQUESTED ACTION

Authorize the Department of Administrative Services, Bureau of Court Facilities, to make a one-time **retroactive** and **sole source** payment to JRF Coastal Enterprises, LLC dba SERVPRO of Hooksett, Raymond and Epping, Salem, MA (VC#509720), for invoice # 4559 dated September 5, 2024, in the amount of \$9,000.00 for deployment and rental of eight dehumidifiers and invoice # 4487 dated August 5, 2024, in the amount of \$11,250.00 for deployment and rental of ten dehumidifiers at the Rockingham County Superior Courthouse, located at #10 Route 125, Brentwood, NH effective upon Governor and Council approval. **96% Transfer from Other Agencies, 4% Agency Income.**

Funding is available in account titled Administrative Services, Division of Plant and Property as follows:

01-14-14-141510-20450000 – Bureau of Court Facilities:

State FY	Class-Account	Class Title	Amount
2025	048-500226	Contractual Maint Build-Grn	\$20,250

EXPLANATION

This request is **Retroactive and Sole Source** because in July 2024, the Desert Aire Dehumidification Unit at Rockingham County Superior Courthouse was under repair. As the central source to maintain proper humidity levels in the building, considering high seasonal humidity conditions, and given the importance of climate control, it was imperative that we supplement with portable dehumidifiers to avoid any potential damage to the building and ensure a stable and healthy environment for occupants. To properly remove condensation and reduce the potential for mold growth, Servpro of Hooksett, Raymond and Epping, (SERVPRO) was called to extract any water and install fans and dehumidifiers

throughout the building. The time sensitive nature of the situation required a response as quickly as possible. As a result of this urgency, there was no time to solicit bids for the work. SERVPRO was selected because they are a registered vendor with the State and their local proximity to the facility allowed for an immediate response to quickly deploy and remediate the water damage.

In accordance with RSA 21-I:12, II, B, The Department of Administrative Services (DAS), Division of Plant and Property Management is responsible to "provide for the general maintenance of state-owned buildings and grounds, except as otherwise provided by law." DAS maintains approximately 96 state owned facilities located throughout the State.

Invoices were received by the bureau in August and were priced incorrectly. Correspondence with SERVPRO to have the invoices revised were lengthy and delayed by the vendor with the bureau reaching out in August, September and October. Corrected invoices were received, and pricing clarified, in December.

Attached are copies of the invoices for the rental of equipment.

Respectfully submitted,



for
Charles M. Arlinghaus
Commissioner

SERVPRO of Hooksett, Raymond
 and Epping
 5 Greenledge St.
 Salem, MA 01970 US
 978.744.4545
 office@servprosalem.com
 www.servprosalem.com
 www.servprooflynnlynfield.com

Invoice 4559



BILL TO
 The Rockingham Court House
 10 Route 125
 Epping, NH 03833

SHIP TO
 The Rockingham Court House
 10 Route 125
 Epping, NH 03833

DATE 09/05/2024	PLEASE PAY \$9,000.00	DUE DATE 09/05/2024
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P.O. NUMBER
 2408-433091OTH

PROJECT MANAGER
 Joseph Turnbull

ESTIMATOR
 Craig Cohen

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Water Remed	Equipment Rental	1	9,000.00	9,000.00

Dehumidifier Daily Rate: \$75
 Dehumidifier Weekly Rate: \$375
 Dehumidifier Monthly Rate: \$1,125
 8 dehumidifiers @ Monthly Rate: \$9,000

TOTAL DUE	\$9,000.00
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THANK YOU.

5 Greenledge Street, Salem MA 01970

Please pay promptly to avoid a 1.5% interest rate per month on late invoices

SERVPRO of Hooksett, Raymond
and Epping
5 Greenledge St.
Salem, MA 01970 US
978.744.4545
office@servprosalem.com
www.servprosalem.com
www.servprooflynnlynfield.com

Invoice 4487



BILL TO	SHIP TO
The Rockingham Court House	The Rockingham Court House
10 Route 125	10 Route 125
Epping, NH 03833	Epping, NH 03833

DATE 08/05/2024	PLEASE PAY \$11,250.00	DUE DATE 08/05/2024
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P.O. NUMBER
2407-377667OTH

PROJECT MANAGER
John Culpepper

ESTIMATOR
Craig Cohen

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Water Remed	Equipment Rental - 7/6 - 7/22; 10 Dehumidifiers	1	11,250.00	11,250.00

Dehumidifier Daily Rate: \$75
Dehumidifier Weekly Rate: \$375
Dehumidifier Monthly Rate: \$1,125
10 dehumidifiers @ Monthly Rate: \$11,250.00

TOTAL DUE	\$11,250.00
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THANK YOU.

5 Greenledge Street, Salem MA 01970

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