



New Hampshire Fish and Game Department

43 - 6/3/26

11 Hazen Drive, Concord, NH 03301-6500
(603) 271-3421
FAX: (603) 271-5829

www.wildlife.nh.gov
Email: info@wildlife.nh.gov
TDD Access: Relay NH 1-800-735-2964

Stephanie L. Simek, Ph.D.
Executive Director

April 24, 2026

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

REQUESTED ACTION

Authorize the New Hampshire Fish and Game Department (NHFGD) to make **RETROACTIVE, SOLE SOURCE**, unencumbered, payments to Island Marine Service (VC 525580 B001) Kittery Maine, for 2 invoices, totaling \$7,556.16 for the servicing of the department's Law Enforcement Safeboat, effective upon Governor and Council approval. 100% Fish and Game Funds.

Funding for this payment is available in account Fleet Management as follows:

03-075-075-750520-21190000-020-500235 Current Expenses	<u>FY 2026</u>
	\$ 7,556.16

EXPLANATION

This request is for **RETROACTIVE, SOLE SOURCE** payments for boat repair and service expenses which have been incurred over the last four months that have put the department over the \$10,000 threshold.

The Department of Administrative Services (DAS) recently informed NHFGD that the longstanding interpretation of ADM 608.01, "Repairs to Motor Vehicle", conflicts with the Manual of Procedures (MOP). ADM 608.01 authorizes NHFGD to repair a motor vehicle for amounts less than or equal to the \$10,000 amount established by RSA 21-I:11, I(a)(3). DAS notes that the cumulative vendor spend in MOP 150 section A.3 must be applied to all service contracts, and whereas boat repairs do not constitute automotive repairs, Governor and Council approval is required for these boat repairs that cumulatively exceed \$10,000 with a single vendor.

These services are done on an annual basis to prolong the life of our equipment. Up until this point, having this type of service completed by vendors has not been an issue. This situation rose to the level of being an issue due to the threshold of \$10,000 per vendor being exceeded this fiscal year.

Respectfully submitted,

Stephanie L. Simek, Ph.D.
Executive Director

Kathy Ann LaBonte, Chief
Business Division

Island Marine Service
 32 Route 236
 Kittery, ME 03904
 2074393810
 islandmarine@islandmarineserviceme.com

525580
 BOO1

Invoice

102559

BILL TO
 NH FISH & GAME
 225 MAIN STREET
 DURHAM, NH 03824
 C: 603-419-9871

SHIP TO
 NH FISH & GAME- GOAT LOCKER
 MAKE: SAFE BOAT
 NAME- GOAT LOCKER

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
26-0045	01/20/2026	\$5,481.00	01/20/2026	Due on receipt	

ENGINE(S) MAKE/MODEL
 QUAD MERCURY 350 VERADO

QTY	ACTIVITY	DESCRIPTION	RATE	AMOUNT
38	BIM	HAUL OUT: Travel from Island Marine Service to boat ramp at Badgers Island Marina. Haul boat on our transport trailer, deliver to Island Marine Service, set on blocks & stands for outboard maintenance- 38' @ \$14.00 per foot (Flat Rated)	14.00	532.00
12	(7) VERADO L6	100 HOUR MAINTENANCE ON QUAD MERCURY 350 HP VERADO OUTBOARDS: Checked battery connections, checked engine oil, ran engines up in temperature, confirmed water flow and telltale, tested charging systems and lanyard stop switch. Inspected wires, harnesses and electrical connectors, inspected belts. Replaced fuel filters on engines, changed engine oil and filters on all 4, changed gearcase oil and refilled all 4 with synthetic gear oil, removed 4 propellers, greased propeller shafts and reinstalled 4 propeller. Ran up outboards again, inspected for fuel, oil and water leaks, topped off trim fluids, confirmed shift, throttle and steering operation, greased all fittings, (Flat Rated Plus Parts).	150.00	1,800.00
4	(A) ANODES	REPLACE ANODES: Removed corroded anodes and replaced with new.	150.00	600.00
38	RELAUNCH	RELAUNCH: Load boat onto transport trailer, transport and launch boat at Badgers Island Marina, secure at dock for boater pickup (Flat Rated): 38' @ \$14.00 per foot (Flat Rated)	14.00	532.00
		100 HOUR OUTBOARD MAINTENANCE PARTS ALLOWANCE: Includes fuel and oil filters, engine oil and gear oil, anodes, grease etc. NOTE: An itemized parts list will be provided on the final invoice.		0.00
3	PARTS	26-888593, DRAIN PLUG GASKET	9.40	28.20T
8	PARTS	8M0078630, 25W-40 ENGINE OIL, GAL.	60.99	487.92T
1	PARTS	8M0214989, WIF SENSOR	48.49	48.49T
8	PARTS	26-8M0204693, GEARCASE SEAL	5.19	41.52T
4	PARTS	8M0157616, FUEL WATER SEPARATOR	33.42	133.68T
4	PARTS	35-877769K01, OIL FILTER	17.08	68.32T

All invoices are DUE UPON RECEIPT 4% finance charge applies after 15 days.

Thank you for your business! We pride ourselves on great service and it's your feedback that makes that possible! You may receive a link by text and or email for a Goggle review.

QTY	ACTIVITY	DESCRIPTION	RATE	AMOUNT
4	PARTS	8M0122423, VERADO FUEL FILTER	41.49	165.96T
4	PARTS	35-879885K, INLINE FUEL FILTER	16.79	67.16T
24	PARTS	NGK ILFR6GE, SPARK PLUG	30.39	729.36T
4	PARTS	SCP 95133, VERADO 350 ANODE SET	82.15	328.60T
		HAUL OUT - \$1,064.00 LABOR - \$2,400.00 PARTS - \$2,099.21		
	Services	PARTS DISCOUNT TO HONOR ESTIMATED PARTS ALLOWANCE THAT WAS APPROVED.	-249.21	-249.21
32	W	WASTE OIL DISPOSAL	2.50	80.00
	SHIPPING	SHIPPING	35.00	35.00
	SHOP SUPPLIES	SHOP SUPPLIES	52.00	52.00

Thank you for your business! We take credit cards and ACH. If you would like to send a check; you can mail it to: Island Marine, 32 Route 236, Kittery ME 03904

LIMITED WARRANTIES LABOR: All labor is warranted for a period of 30 days unless otherwise specified. Warranty does not cover conditions resulting from misuse, negligence, accident or alteration. Product must be transported to & from our shop at owner's expense. Storage charges will be added on all items not picked up within 10 days after notice of completed services. Any items not picked up within 90 days from completion will be offered for public sale to cover repair cost & storage. PARTS: Only warranties on the products sold are those offered by the manufacturer. The seller expressly disclaims all warranties, either expressed or implied including any implied warranties of merchantability or fitness for a particular purpose to assume for it any liability in connection with the sale of said products. Buyer shall not be entitled to recover from the seller any consequential damages, damage to property, damages for loss of use, loss of time, loss of profit or income or incidental damages

SUBTOTAL	5,481.00
TAX (0%)	0.00
TOTAL	5,481.00
BALANCE DUE	\$5,481.00

Pay invoice

500235

AU 2119-020

\$ 5,481.⁰⁰ By: bu

Rec'd **MAR 20 2026**

Federal Grant: 15NFF

Commission/G&C Approval: _____

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Island Marine Service

32 Route 236

Kittery, ME 03904

2074393810

islandmarine@islandmarineserviceme.com

Invoice

BILL TO
NH FISH & GAME- GOAT LOCKER
225 MAIN STREET
DURHAM, NH 03824

SHIP TO
NH FISH & GAME- GOAT LOCKER
MAKE: SAFE BOAT
NAME- GOAT LOCKER

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
26-0044	01/20/2026	\$2,075.16	01/20/2026	Due on receipt	

ENGINE(S) MAKE/MODEL
QUAD MERCURY 300 VERADO

QTY	ACTIVITY	DESCRIPTION	RATE	AMOUNT
6	LABOR	REPAIR CENTER STARBOARD TRIM SYSTEM: Inspected trim system, found trim piston seals bad. Replace trim piston rods & seals.	165.00	990.00
2	PARTS	TRIM ROD KIT	365.00	730.00T
2	PARTS	O-RING KIT	135.08	270.16T
1	PARTS	TRIM FLUID	20.00	20.00T
	SHIPPING	SHIPPING	35.00	35.00
	SHOP SUPPLIES	SHOP SUPPLIES	30.00	30.00
	(A) COMPLETED WORK	Any questions or concerns on completed work reflected on this invoice needs to be brought to our attention within 15 days of invoice date or charges will be considered accepted by boater. Please call the main office with any questions.		

AU 2119-020 500235
 \$ 2,075.16 By: JF
 Rec'd **APR 22 2026**
 Federal Grant: 75NFF J
 Commission/G&C Approval: _____

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SUBTOTAL	2,075.16
TAX (0%)	0.00
TOTAL	2,075.16
BALANCE DUE	\$2,075.16

Pay invoice

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