



State of New Hampshire
 DEPARTMENT OF NATURAL & CULTURAL RESOURCES
 OFFICE OF THE COMMISSIONER

70 - 6/17/26

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 dncr.nh.gov



May 28, 2026

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

REQUESTED ACTION

- 1) Authorize the Department of Natural and Cultural Resources to amend a previously approved budget and expend request by reallocating \$30,000 in appropriations within the American Revolution Sestercentennial Trust Fund for the purpose of out-of-state travel for employees to participate in the Great American State Fair, effective upon approval of the Governor and Executive Council through December 31, 2027. The original budget and expend request was approved by Governor and Executive Council on May 6, 2026, item #46. 100% Other Funds.

- 2) Contingent upon approval of Requested Action #1 and pursuant to MOP 1301,VI, (D), authorize the Department of Natural and Cultural Resources (DNCR), to allow Adam Crepeau, Armand Dupere, Susan Sawyer, Elizabeth Peel, Clint Savage, Johanna Lyons and other staff or vehicles as necessary to travel 491 miles one-way, in 2 shared state vehicles and one rented van, rather than flying economy class airfare on commercial airlines, in the amount of \$7,331.52, to the Washington D.C. National Mall to attend and participate in the Great American State Fair, a state fair-style celebration of the nation’s sestercentennial as detailed below from June 25, 2026 through July 10, 2026 , with this request for travel reflecting set up and take down of the exhibits occurring between June 20 – 22, 2026 and July 10 – 12, 2026, effective upon Governor and Council approval. 100% Other Funds

Funding is to be allocated in the following account for Fiscal Year 2026:

03-035-035-351010-28720000, Amer Rev 250th Anniv Trust Fund

Class-Account- Revenue Group	Class Description	Current FY26 Adjusted Authorized	Requested Action	Revised FY26 Adjusted Authorized
Revenues:				
003-402013-26	Revolving Funds	\$80,000	\$0	\$80,000
	Total Revenues	\$80,000	\$0	\$80,000
Expenses:				
020-500247	Current Expenses	\$10,000	\$0	\$10,000
022-500255	Rent /Leases Non-Office Equipment	\$5,000	\$0	\$5,000
069-500567	Promotional Marketing Exp	\$10,000	\$0	\$10,000
080-500710	Out Of State Travel Reimb	\$0	\$30,000	\$30,000
103-502507	Program Contracts	\$55,000	(\$30,000)	\$25,000
	Total Expense	\$80,000	\$0	\$80,000

Contingent upon approval of Requested Action #1, funding is available in Fiscal Year 2026 as follows:

03-035-035-351010-28720000, Amer Rev 250th Anniv Trust Fund

	<u>FY2026</u>
080-500712 Meals (Out-of-State)	\$ 1,288.00
080-500713 Hotel (Out-of-State)	\$ 2,448.45
080-500715 Operation of State Car (Out of State)	\$ 1,709.32
080-500717 Miscellaneous (Out-of-State)	<u>\$ 1,885.75</u>
Total	\$ 7,331.52

EXPLANATION

The Department of Natural and Cultural Resources (DNCR), respectfully requests permission for Adam Crepeau (Interim Commissioner), Armand Dupere (Urban Forester), Susan Sawyer (Web and Digital Content Manager), Elizabeth Peel (Program Specialist II), Clint Savage (District 1 Trails Bureau Supervisor), Johanna Lyons (State Park Planning and Land Use Administrator) and other staff or vehicles as necessary to travel 491 miles one-way, in 2 shared state vehicles and one rented cargo van to attend and set up a 25 x 30 foot display booth to represent the State of New Hampshire at the Great American State Fair being held in Washington D.C at the National Mall. The purpose of this travel is to transport all display materials via vehicle to be set up and to be taken down, hence the need for two separate trips.

In celebration of the 250th anniversary of the Declaration of Independence, the federal government is hosting a 16-day event on the National Mall. As part of this event, all states have been provided a 25x30 foot pavilion to showcase the best of their states. New Hampshire's display will showcase many exhibits, including but not limited to the Old Man of the Mountain, Mount Washington, New Hampshire's role in America's Independence, NH Maple Producers, New Hampshire Authors/Poets, New Hampshire's First in the Nation Primary, and information from New Hampshire's Department of Agriculture, and Division of Travel and Tourism.

A cost analysis determined that the travel component of the trip including hotel accommodations is estimated to cost approximately \$7,331.52 in order to support all vehicle costs, hotel accommodations, per diem costs for staff and cargo van rental to help with transportation of all necessary display items and supplies. A comprehensive search of hotel rates was performed utilizing statewide contract #8003702 prior to making reservations at the selected hotel. This hotel was in very close proximity to the venue and comparable in price to others in the area. This will minimize the use of ride-share services, simplify commuting logistics and reduce travel time.

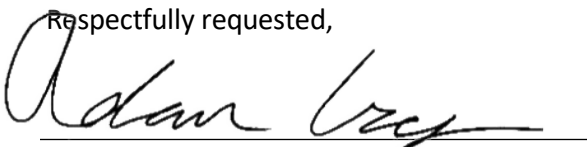
The following appropriation authorities are being requested for Fiscal Year 2026:

Class 080 – Out of State Travel: Appropriations needed to fund Great American State Fair trip for DNCR employees as described

Class 103 – Contracts for Ops Services: Reduction of needed appropriations due to less than needed contract services

In the event that federal funds are no longer available, general funds will not be requested to support this program

Respectfully requested,



Adam Crepeau, Interim Commissioner

Estimated Cost of Travel

June 20-22, 2026

Proposed Travel Item	Cost
Operation State Vehicle (D131, Chevy Traverse)	\$ 227.33
Operation State Vehicle (D84, Chevy Traverse)	\$ 227.33
Vehicle Rental (Cargo Van, statewide contract)	\$ 403.53
Fuel for Rental Van	\$ 303.11
Tolls (3 vehicles)	\$ 300.00
Parking (3 vehicles)	\$ 300.00
Hotel Reservations	\$ 1,212.54
Employee Travel Time 18 hrs Round Trip:	
Adam Crepeau, Commissioner (\$71.85/hr)	\$ 1,212.48
Armand Dupere, Urban Forester (\$44.42/hr)	\$ 799.56
Elizabeth Peel, Program Specialist II (\$28.74/hr)	\$ 517.32
Johanna Lyons, State Park Planning & Land Use Admin. (\$42.60/hr)	\$ 766.80
Meal/Incidental Expenses	\$ 644.00
Total	\$ 6,914.00

July 10-12, 2026

Proposed Travel Item	Cost
Operation State Vehicle (D131, Chevy Traverse)	\$ 227.33
Operation State Vehicle (D84, Chevy Traverse)	\$ 227.33
Vehicle Rental (Cargo Van), July 8-12	\$ 672.00
Fuel for Rental Van	\$ 303.11
Tolls (3 vehicles)	\$ 300.00
Parking (3 vehicles)	\$ 300.00
Hotel Reservations	\$ 1,235.91
Employee Travel Time 18 hrs Round Trip:	
Clint Savage, Trails Bureau District 1 Supervisor (\$40.70/hr)	\$ 732.60
Armand Dupere (July 8-12), Urban Forester (\$44.42/hr)	\$ 799.56
Elizabeth Peel, Historic Sites Program Specialist II (\$28.74/hr)	\$ 517.32
Susan Sawyer, Web and Digital Content Manager (\$37.22/hr)	\$ 669.96
Meal/Incidental Expenses	\$ 644.00
Total	\$ 6,629.12
Grand Total	\$ 13,543.12

*Fuel cost for D131 and D84 is determined by the formula:

$$\frac{\text{Estimated total trip miles}}{\text{Avg. miles per gallon}} * \text{Price per gallon} = \frac{982}{20} * \$4.63 = \$227.33$$

**Cargo van rental will be obtained via statewide contract #8003750 at \$134.51 per day + tax. Fuel cost is determined by the following formula:

$$\frac{\text{Estimated total trip miles}}{\text{Avg. miles per gallon}} * \text{Price per gallon} = \frac{982}{15} * \$4.63 = \$303.11$$

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date:

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of _____ requests permission for _____ employee(s) or their designees to travel to _____ for _____ days of out-of-state travel status from _____ to _____

Conference/Workshop/Seminar Title

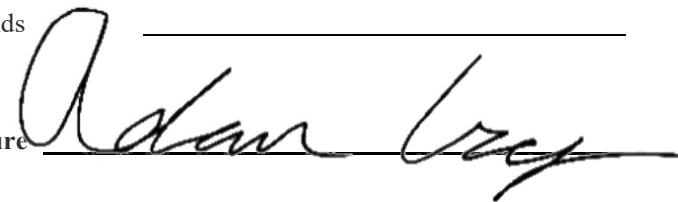
Purpose of Travel

Attendees and their Titles

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

Fiscal Information - Summary

<u>Obit</u>	<u>Description</u>	Amount		Amount
0710	Common Carriers	\$	Appropriation of Out-of-State Travel	\$ _____
0711	Per Diem in Lieu	\$	Amount Expended to date	\$ _____
0712	Meals	\$	Available Balance	\$ _____
0713	Hotel	\$	Amount requested this authorization	\$ _____
0714	Mileage	\$	Estimated Balance Available	\$ _____
0715	Operation State Car	\$		
0717	Miscellaneous	\$	Appropriation Code	
0719	Registration Fees	\$	Source of Funds	_____
	<u>Total</u>	\$		

Authorized Signature 



STATE OF NEW HAMPSHIRE
Department of Administrative Services
 Division of Procurement and Support Services
 Bureau of Purchase and Property
 State House Annex
 Concord, New Hampshire 03301

Posting Date: March 19, 2026

NOTICE OF CONTRACT
 (NEW CONTRACT)

SERVICE: SHORT TERM VEHICLE & BOX TRUCK RENTALS

CONTRACT NUMBER: 8003750 **NASPO AGREEMENT #:** 10700-00050035

COMMODITY CODE: 975*

VENDOR: EAN Services, LLC **VENDOR #:** 218539
 600 Corporate Park Drive
 St. Louis, MO 63105

CUSTOMER SERVICE: Account Development Team
 800 426 3293 x.6875
adrbeantown@ehi.cm

CONTACT PERSON(S): Elizabeth Betz **Kevin Kurz**
 Business Rental Sales Manager **Area Manager – Northern NH**
 781-752-8395 **603-219-1095**
Elizabeth.e.betz@ehi.com **Kevin.M.Kurz@ehi.com**

CONTRACT PERIOD: March 4, 2026 through July 31. 2030

PRICE LIMITATION: \$909,316.80

PAYMENT TERMS: Net 30

PAYMENT: Payments shall be made via Procurement Card (P-Card –Credit Card) or ACH*.
 Orders charged upon delivery/shipment.

*If the agency is enrolled in the P-Card Program, payments shall be made via P-Card.
 The resulting contract has mandatory Procurement Card usage for agencies enrolled in
 the State P-Card Program.

INVOICING: Invoices shall be submitted after completion of work to the requesting agency. Payment
 shall be after receipt of invoice and acceptance of the work to the State’s satisfaction.

DELIVERY TIME: 5-7 Days are recommended.

F.O.B.: F.O.B. destination to any location within the State of New Hampshire.

MINIMUM ORDERS: There is no minimum order required under this contract.

ORDERING: State agencies will place their orders direct to vendor by electronic order entry, by e-mail, by
 FAX, or they may establish a standard delivery order. Political sub-divisions and authorized
 non-profit organizations will utilize their own individually established ordering procedures.

QUESTIONS: Direct any questions to Carrie Martin at 603-271-0574 or at Carrie.L.Martin@DAS.NH.Gov
 If traveling outside of New Hampshire, please contact your agency fleet manager or the State Fleet
 Manager at Fleet_Info@DAS.NH.Gov to request an EZ Pass Transponder.

ELIGIBLE PARTICIPANTS:

Political sub-divisions (counties, cities, towns, school districts, special district or precinct, or any other governmental organization), or any nonprofit agency under the provisions of 501c of the Federal Internal Revenue Code, shall be eligible to participate under this contract whenever said sub-division or nonprofit agency so desires.

USAGE REPORTING:

The Contractor shall be required to submit a quarterly and annual usage report for analysis for each state agency or eligible participant. Reports are due no later than 30 days after each end of each calendar quarter to Lincoln Adams at The Bureau of Procurement & Support Services and sent electronic to Lincoln.J.Adams@DAS.NH.Gov. At a minimum, the Report shall include:

- Contract Number
- Utilizing Agency and Eligible Participant
- Services/Products Purchased (showing the manufacturer, item, part number, and the final cost.)
- Third-party sustainability certifications, environmental attributes, and documentation with respect to recycled content used in the manufacture, development and distribution process of goods and services sold. This report shall include but not be limited to:
 - Percentage of recycled materials contained within finished products
 - Percentage of waste recycled throughout the manufacturing process
 - Types and volume of packaging used for transport
 - Any associated material avoided and/or recycled as applicable under contract
 - A standardized reporting form will be provided after contract award
 - Green Certifications for each product sold
- Total Cost of all Services/Products Purchased. Ability to sort by agency/eligible participant.
- In Excel format

PRODUCTS & PRICING:

Vehicle Type	EAN Services, LLC			
	Daily Rate	Weekly Rate	Monthly Rate	One-Way Airport Daily Rental
	Daily Rate for rental from 1-6 days per 24 hour period	Weekly rate for 7 days -	Offered monthly rate	(Unlimited Mileage)
Sedans				
Economy - (Basic)	\$40.00	\$240.00	\$960.00	\$88.00
Compact - (Small)	\$40.00	\$240.00	\$960.00	\$88.00
Intermediate (Midsize)	\$40.00	\$240.00	\$960.00	\$88.00
Standard -	\$42.00	\$252.00	\$1,008.00	\$88.00
Full Size	\$44.00	\$264.00	\$1,056.00	\$88.00
Passenger Vans				
Mini Van	\$75.25	\$451.50	\$1,806.00	X
12 Passenger	\$134.51	\$807.06	\$3,228.24	X
SUV's				
Mid/Standard SUV (5 Passenger)	\$71.75	\$430.50	\$1,722.00	X
Full Size Premium SUV (7-8 Passenger)	\$95.00	\$570.00	\$2,280.00	X

Pick-Up Trucks				
Small Pick Up Truck	\$99.50	\$597.00	\$2,388.00	X
Large Pick Up truck	\$99.50	\$597.00	\$2,388.00	X
Other				
Premium	\$92.00	\$552.00	\$2,208.00	X
Jeep/Crossover	\$75.25	\$451.50	\$1,806.00	X
Intermediate Hybrid	\$57.00	\$342.00	\$1,368.00	X
Full Size Hybrid	\$59.00	\$354.00	\$1,416.00	X
Electric Vehicles (Compact) E2	\$85.00	\$510.00	\$2,040.00	X
15 Passenger Van	\$154.35	\$926.10	\$3,704.40	X
Mini Cargo Van	\$73.72	\$442.32	\$1,769.28	X
Standard Cargo Van	76.63	459.78	1839.12	X
Heavy Duty (HD) Cargo Van	\$78.57	\$471.42	\$1,885.68	X
HD XL Cargo Van	\$80.51	\$483.06	\$1,932.24	X
Box Truck	Daily Rate for rental from 1-6 days per 24 hour period	Weekly rate for 7 days -	Offered monthly rate	Additional Mileage Charge
12 Feet	\$79.80	\$478.80	\$1,915.20	\$0.14
16 Feet	\$93.10	\$558.60	\$2,234.40	\$0.14

BALANCE OF PRODUCT LINE ITEMS:

During the term of contract, the state may purchase other items from the Contractor's balance of product line that are not already incorporated into another statewide contract. All items ordered will include all shipping/charges.

Full Pricing documents- [1770313153 Copy of Exhibit 3.1 Vehicle Rental Rates and Types Final 7-2025.xlsx](#)

Master Agreement Documents- [Portfolio Contractor - NASPO ValuePoint](#)



U.S. General Services Administration

FY 2026 per diem rates for District of Columbia

Meals and incidental expenses (M&IE) rates and breakdown

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and lastday of travel
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	\$92	\$23	\$26	\$38	\$5	\$69.00