

**PEASE DEVELOPMENT AUTHORITY**  
**Thursday, January 16, 2020**

**BOARD AGENDA**

**Time:** 8:30 a.m.      **BOARD OF DIRECTORS' MEETING**  
**Place:** 55 International Drive, Pease International Tradeport  
Portsmouth, New Hampshire

**AGENDA**

- I. Call to Order:
  - a. Introduction of Information Technology Director Greg Siegenthaler
- II. Acceptance of Meeting Minutes: December 19, 2019 \*
- III. Public Comment:
- IV. Old Business:
  - A. Approval:
    - 1. IAPP – 68 New Hampshire Avenue - Preliminary Concept Plan \* (Loughlin)
- V. Finance:
  - A. Reports:
    - 1. FY 2020 Financial Report for the Four Month Period Ending November 30, 2019 \*
    - 2. Cash Flow Projections for the Nine Month Period Ending September 30, 2020 \*
- VI. Licenses/ROE/Easements/Rights of Way:
  - A. Reports:
    - 1. Right-of-Entry – Exercise of Second One Year Option Lonza – 70/80 Corporate Drive \*
- VII. Leases:
  - A. Approvals:
    - 1. Assignment and Assumption of the Jet-A Fuel Farm from Sumner Properties, LLC as Licensee and/or Assignor, and B&H Airpower, LLC (“B&H”) as Assignee \* (Torr)
- VIII. Contracts/Agreements:
  - A. Reports:
    - 1. Purchase of Dell Computer Equipment \*
    - 2. Environmental Contract Report \*
  - B. Approvals:
    - 1. Restroom Improvements at Pease Golf Course Clubhouse \* (Allard)
    - 2. Purchase of a 2020 Chevy 2500 Replacement Vehicle for Airport Operations \* (Lamson)
- IX. Executive Director:
  - A. Reports:
    - 1. Golf Course Operations
    - 2. Airport Operations

## NEW ITEM

### VIII. Contracts/Agreements

#### B. Approvals (LATE/NEW ITEM)

#### 2. Purchase of a 2020 Chevy 2500 Replacement Vehicle for Airport Operations

### MOTION


Director Lamson:

The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to purchase a 2020 Chevrolet 2500 pickup truck from MacMulkin Chevrolet of Nashua, NH in the amount of \$38,165.00 all in accordance with the memorandum of KC Conley, Fleet Manager, dated January 13, 2020 attached hereto.

In accordance with the provisions of RSA 12-G:8 VIII, the Board justifies the waiver of the RFP requirement as this vehicle will be purchased under the State of New Hampshire's Vehicle Procurement Contract.

**Note: This motion requires 5 affirmative votes. Roll Call Vote Required.**

# Memorandum

**To:** David R. Mullen, Executive Director   
**From:** Ken Conley, Fleet manager  
**Date:** January 13, 2020  
**Subj:** Operations Vehicle Replacement, 2020 Chevrolet 2500 pickup

The Pease Development Authority (“PDA”) has identified a 2020 Chevrolet 2500 pickup as a replacement vehicle for Airport Operations due to a total loss accident involving their current 2015 Chevrolet 2500. This vehicle will be utilized by Airport Operations Staff for daily assignments and emergency responses. Fleet Maintenance recommends a Chevrolet Silverado 2500. The commercial grade specification on the 2500 series meets the requirements associated with operating on airfield terrain, for operating during inclement weather, and provides electrical power to support a variety of aftermarket electronics.

This vehicle would replace a salvaged 2015 Chevrolet Silverado 2500 with 62,000 miles. I am requesting a waiver to the formal RFP process as this vehicle will be purchased from MacMulkin Chevrolet in Nashua under the State of New Hampshire Vehicle Procurement Contract for a price of \$38,165.00. The PDA has received a reimbursement for the 2015 vehicle from our insurance carrier, Hanover for \$29,892, leaving our commitment of \$8,237 as PDAs out of pocket cost.

Please seek PDA Board approval for the purchase of a 2020 Chevrolet 2500 pickup truck and waiver of the formal procurement process at the January 16, 2020 Board Meeting.

