MEMORANDUM

To: James Reardon, Commissioner of Finance & Management

From: Rebecca Buck, Staff Associate

Date: December 20, 2006

Subject: Status of Donation Request

No Joint Fiscal Committee member has requested that the following item be held for review:

**JFO #2276** – Donation of a trailer from General Electric to the Department of Public Safety, Vermont Fire Academy. This trailer has an estimated value of $2,200 and is being used by the Fire Academy in Pittsford for hazardous materials class support. [JFO received 11/20/06]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since this item was submitted to the Joint Fiscal Committee, the Governor’s approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Linda Morse
    Kerry Sleeper
MEMORANDUM

To: Joint Fiscal Committee Members

From: Rebecca Buck, Staff Associate

Date: November 22, 2006

Subject: Donation Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

JFO #2276 – Donation of a trailer from General Electric to the Department of Public Safety, Vermont Fire Academy. This trailer has an estimated value of $2,200 and is being used by the Fire Academy in Pittsford for hazardous materials class support.

[JFO received 11/20/06]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Rebecca Buck at 802/828-5969; rbuck@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you would like this item held for committee review. Unless we hear from you to the contrary by December 6 we will assume that you agree to consider as final the Governor’s acceptance of this request.

cc: James Reardon, Commissioner
    Linda Morse, Administrative Assistant
    Kerry Sleeper, Commissioner
Hi Becky,

Here is the answer to Michael Obuchowski and Steve Klein's JFO 2276 questions.

Would you please forward to both Mr. Obuchowski and Mr. Klein?

Thank you.

Jacinthe

-----Original Message-----
From: Jim Litevich [mailto:jlitevich@vfst.state.vt.us]
Sent: Friday, December 08, 2006 2:00 PM
To: Jacinthe Pellerin
Cc: John Wood
Subject: GE Trailer

Hi Jacinthe,

The answer to your questions on the GE Trailer donation -
Mr. Lemmo valued the item at $2,535 and considered the equipment as
"scrap" equipment as the trailer was donated as a gift, as is. He was not sure
how far that donation went up the chain in his company.

Hope this helps....

Jim Litevich
Chief of Training
Vermont Fire Academy
317 Sanatorium Road
Pittsford, VT 05763
1-800-615-3473
www.vtfireacademy.org

This email and any files transmitted with it are confidential and are
intended solely for the use of the individual or entity to whom they are
addressed. This communication may contain material protected by law. If you
are not the intended recipient, be advised that you have received this
e-mail in error and that use, dissemination, forwarding, printing, or
copying of this e-mail is strictly prohibited and may be subject to
criminal prosecution. If you have received this e-mail in error, please
immediately notify me by telephone at the number above.
I choose Polesoft Lockspam to fight spam, and you?
http://www.polesoft.com/refer.html
Hi John, Jim, & Paul,

# 1 - the first estimate was made by the Department and the second estimate was made by a vendor that is in business of selling trailers. The second estimate was requested by our Budget Analyst to get a more accurate fair market value of the trailer.

I can not answer # 2 and # 3. Could any of you please get back to me with whatever information you may or can get on # 2 & 3?

Your prompt attention would be greatly appreciated.

Thanks

-----Original Message-----
From: Rebecca Buck [mailto:RBUCK@leg.state.vt.us]
Sent: Monday, November 27, 2006 10:31 AM
To: Jacinthe Pellerin
Cc: Michael Obuchowski; Steve Klein
Subject: Questions from Representative Obuchowski re: JFO #2276

Good morning Jacinthe:

Rep. Michael Obuchowski has the following questions with regard to JFO #2276 (donation of trailer from GE to Public Safety):

1) Why was there a difference in estimated values for the trailer?

2) Does GE get any type of tax break for donating this trailer (either by a deduction or as a gift to the government under the federal code)?

3) What value is GE acknowledging for this donation the $5,300 or $2,200 amount?

Please cc me on your response to Rep. Obuchowski. Thanks. --Becky
Good morning Jacinthe:

Rep. Michael Obuchowski has the following questions with regard to JFO #2276 (donation of trailer from GE to Public Safety):

1) Why was there a difference in estimated values for the trailer?

2) Does GE get any type of tax break for donating this trailer (either by a deduction or as a gift to the government under the federal code)?

3) What value is GE acknowledging for this donation the $5,300 or $2,200 amount?

Please cc me on your response to Rep. Obuchowski. Thanks. --Becky
MEMORANDUM

To: Joint Fiscal Committee Members

From: Rebecca Buck, Staff Associate

Date: November 22, 2006

Subject: Donation Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

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The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Rebecca Buck at 802/828-5969; rbuck@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you would like this item held for committee review. Unless we hear from you to the contrary by December 6 we will assume that you agree to consider as final the Governor’s acceptance of this request.

cc: James Reardon, Commissioner
    Linda Morse, Administrative Assistant
    Kerry Sleeper, Commissioner
STATE OF VERMONT
GRANT ACCEPTANCE FORM


GRANT/DONATION: Trailer donated to Vermont Safety Division of Public Safety

GRANTOR/DONOR: General Electric, Wind Crest Road, North Clarendon, VT.

GRANT PERIOD: July 20, 2006

AMOUNT/VALUE:
Grants: $  
Donation: $  2,200.
Federal Funding: $ 

POSITIONS REQUESTED (LIMITED SERVICE): None

ANY ON-GOING, LONG-TERM COSTS TO THE STATE: None.

COMMENTS:
The trailer was identified as a new asset at the Fire Academy (Academy) in Pittsford during the Department of Public Safety’s (DPS) annual physical inventory near the end of FY 2006. The trailer had been in use to transport items for hazardous materials training offered by the Academy. A request to the Secretary of Administration for approval to accept the gift had been unintentionally overlooked. A written request for approval was sent by DPS to the Secretary on July 20 but was not received in the Secretary’s office. Follow-up by DPS of the initial request for approval occurred on 9/25/06 and a copy of the original request was faxed to the Secretary’s office. A $5,300 valuation for the trailer shown in the first notification was in error and a copy of the June 2006 valuation by Lucky Trailer Sales of South Royalton provided an estimated value of $1,500 to $2,200 for the used trailer. The higher valuation has been used for approval.

I recommend acceptance of this grant.

DEPT. FINANCE AND MANAGEMENT: 
(INITIAL)  
SECRETARY OF ADMINISTRATION: 
(INITIAL)  
SENT TO JOINT FISCAL OFFICE: 
(DATE)  
RECEIVED
NOV 20 2006
JOINT FISCAL OFFICE
STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed)

Form AA-1

1. Agency: Department of Public Safety
2. Department: Vermont Fire Academy
3. Program: Vermont Fire Academy

4. Legal Title of Grant:
5. Federal Catalog Number: GE
6. Grantor and Office Address: Windcrest Road
North Clarendon, VT

7. Grant Period: From: To:

8. Purpose of Grant: (attach additional sheets if needed)
   Donation of trailer for hazardous materials class support.
   The trailer carries hazmat suits, gas monitors, scba, some decon equipment,
   and audio visual equipment.

9. Impact on existing programs if grant is not accepted:
   The Vermont Fire Academy will need to buy a trailer for the equipment
   to conduct the classes.

10. Budget Information
    (1st State FY) (2nd State FY) (3rd State FY)
    FY 2006 FY 2007 FY 2008
    Expenditures:
    Personal Services
    Operating Expense
    Grants
    Other
    Total $2,200
    Revenues:
    State Funds:
      Cash
      In-Kind
    Federal Funds
      Direct Costs
      Statewide Indirects
      Dept Indirects
    Other Funds
      (Specify: Local Match)
    Total $2,200 $0 $0
    Grant will be allocated to these appropriation expenditure accounts:
    Business Unit FUND DEPTID Amount
    $0
11. Will grant monies be spent by one or more personal services contracts?

☐ YES  ☐ NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding

12a. Please list any requested sponsored positions:

<table>
<thead>
<tr>
<th>Position Titles</th>
<th>Number of Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>n/a</td>
<td></td>
</tr>
</tbody>
</table>

Total

12b. Equipment and space for these positions:

☐ Is presently available
☐ Can be obtained with available funds
☐ No equipment and/or space is required for this grant

13. Signature of Appointing Authority:

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

(Signature) (Date)

Note: Reference 10/24/2006 e-mail from Ted Nelson to David Beatty.

14. Action by the Governor:

☑ Approved
☐ Rejected

(Signature) (Date)

15. Action by the Secretary of Administration:

☐ Request action by JFO
☑ Information to JFO

(Signature) (Date)

16. Action by the Joint Fiscal Committee:

☐ Request placed on JFC Agenda
☐ Approved (not placed on Agenda in 30 days)
☐ Approved by JFC
☐ Rejected by JFC
☐ Approved by Legislature

(Signature) (Date)
Beatty, David

From: Ted Nelson [nelsont@dps.state.vt.us]
Sent: Tuesday, October 24, 2006 10:44 AM
To: Beatty, David
Cc: Sleeper, Kerry; John Wood; James Litevich; Pellerin, Jacinthe; Michael Bean
Subject: Donated Trailer Fire Safety

We have received an estimated value for the trailer donated to Fire Safety Training by General Electric. Lucky's Trailer Sales estimates the value to be between $1,500 and $2,200. The trailer has been used for hazardous materials training conducted by Fire Safety since it was received. The request to accept the donated item was unintentionally overlooked until a recent inventory of assets identified this as a donated item. I will FAX a copy of the Lucky's estimate to you. Let me know if you need more information.

As a result of this issue, we will reinforce the need to observe proper procedures when receiving donated materials or funds.

Ted Nelson
Department of Public Safety
Management Executive
Tel: 802 241-5496
FAX: 802 241-5553
FAX TRANSMISSION

TO: VT FIRE SAFETY
ATTENTION: MIKE BEAN
PHONE: 802-241-5426
FAX #: 802-241-5553

FROM: TIM MILLS
DATE: 6/15/2006
NO. OF PAGES: 1
CC: TRAILER ASSESSMENT

URGENT  FOR YOUR REVIEW  REPLY ASAP  PLEASE COMMENT

COMMENTS:

MIKE,

AFTER REVIEWING THE PICTURES OF YOUR ENCLOSED TRAILER, I
WOULD ESTIMATE THE VALUE TO BE $1,500.00 - $2,200.00.

TIM MILLS
July 20, 2006

The Honorable Michael Smith
Secretary of Administration
109 Main Street
Montpelier, VT 05602

Dear Secretary Smith:

This letter is to inform you that the Department of Public Safety has received a donation from General Electric of Wind Crest Road, North Clarendon, VT of a trailer for the Vermont Fire Academy estimated value of $5300. The VIN number is 4FGL20209RA564493. The cost to the state was a one time title transfer fee of $28.

The trailer will be used for hazardous materials class support. It will carry hazmat suits, gas monitors, scba, some decontamination equipment and audio visual equipment for classes.

Kerry L. Sleeper
Commissioner
Department of Public Safety
No, what is the state policy regarding valuation of gifts?

>>> Rebecca Buck 12/13/2006 8:27 AM >>>
Hi Obie. Just checking in with you to see if you're ok with this item to proceed. --Becky
Obie, as I mentioned this is an area your committee could take testimony on if you have time.

All I have is copy of what Steve e-mailed you on Monday with regard the response from the Administration to your question:

Steve - we do not know of any explicit State guidelines or rules for valuing gifts. It would be logical to seek an appraisal by a professional (someone in the business) if a question arose.
Becky,

Could you send or fax (x2428) me the questions? Thank you.

-----Original Message-----
From: Jacinthe Pellerin [mailto:jpelleri@dps.state.vt.us]
Sent: Monday, December 11, 2006 8:23 AM
To: Rebecca Buck
Cc: Nelson, Theodore; Beatty, David; Litevich, James
Subject: RE: GE Trailer

Hi Becky,

Here is the answer to Michael Obuchowski and Steve Klein's JFO 2276 questions.

Would you please forward to both Mr. Obuchowski and Mr. Klein?

Thank you.

Jacinthe

-----Original Message-----
From: Jim Litevich [mailto:jlitevich@vfst.state.vt.us]
Sent: Friday, December 08, 2006 2:00 PM
To: Jacinthe Pellerin
Cc: John Wood
Subject: GE Trailer

Hi Jacinthe,

The answer to your questions on the GE Trailer donation - Mr. Lemmo valued the item at $2,535 and considered the equipment as "scrap" equipment as the trailer was donated as a gift, as is. He was not sure how far that donation went up the chain in his company.

Hope this helps....

Jim Litevich
Chief of Training
Vermont Fire Academy
317 Sanatorium Road
Pittsford, VT 05763
1-800-615-3473
www.vtfireacademy.org

This email and any files transmitted with it are confidential and are intended solely for the use of the individual or entity to whom they are
STATE OF VERMONT
GRANT ACCEPTANCE FORM

DEPARTMENT: Public Safety – Emergency Management
DATE: October 24, 2006

GRANT/DONATION: Trailer donated to Vermont Safety Division of Public Safety

GRANTOR/DONOR: General Electric, Wind Crest Road, North Clarendon, VT.

GRANT PERIOD: July 20, 2006

AMOUNT/VALUE:
Grants: 
Donation: $ 2,200.
Federal Funding 

POSITIONS REQUESTED (LIMITED SERVICE): None

ANY ON-GOING, LONG-TERM COSTS TO THE STATE: None.

COMMENTS: The trailer was identified as a new asset at the Fire Academy (Academy) in Pittsford during the Department of Public Safety’s (DPS) annual physical inventory near the end of FY 2006. The trailer had been in use to transport items for hazardous materials training offered by the Academy. A request to the Secretary of Administration for approval to accept the gift had been unintentionally overlooked. A written request for approval was sent by DPS to the Secretary on July 20 but was not received in the Secretary’s office. Follow-up by DPS of the initial request for approval occurred on 9/25/06 and a copy of the original request was faxed to the Secretary’s office. A $5,300 valuation for the trailer shown in the first notification was in error and a copy of the June 2006 valuation by Lucky Trailer Sales of South Royalton provided an estimated value of $1,500 to $2,200 for the used trailer. The higher valuation has been used for approval.

I recommend acceptance of this grant.

DEPT. FINANCE AND MANAGEMENT: (INITIAL) 10/25/06
SECRETARY OF ADMINISTRATION: (INITIAL) 10/26/06
SENT TO JOINT FISCAL OFFICE: (DATE) 10/30/06

RECEIVED
NOV 20 2006
JOINT FISCAL OFFICE
REQUEST FOR GRANT ACCEPTANCE
(Use additional sheets as needed)

1. Agency:
   
2. Department: Department of Public Safety
3. Program: Vermont Fire Academy

4. Legal Title of Grant:
5. Federal Catalog Number:
6. Grantor and Office Address: GE
   Windcrest Road
   North Clarendon, VT

7. Grant Period: From: To:

8. Purpose of Grant: (attach additional sheets if needed)
   Donation of trailer for hazardous materials class support.
   The trailer carries hazmat suits, gas monitors, scba, some decon equipment,
   and audio visual equipment.

9. Impact on existing programs if grant is not accepted:
   The Vermont Fire Academy will need to buy a trailer for the equipment
   to conduct the classes.

10. Budget Information
    
    | Expenditures:          | (1st State FY) | (2nd State FY) | (3rd State FY) |
    |------------------------|---------------|---------------|---------------|
    | FY 2006                | (1st State FY) | (2nd State FY) | (3rd State FY) |
    | Expenditures:          |               |               |               |
    | FY 2007                |               |               |               |
    | FY 2008                |               |               |               |
    | Total                  | $2,200        | $0            | $0            |
    |                         |               |               |               |
    | Revenues:              |               |               |               |
    | FY 2006                |               |               |               |
    | FY 2007                |               |               |               |
    | FY 2008                |               |               |               |
    | Total                  | $2,200        | $0            | $0            |

Grant will be allocated to these appropriation expenditure accounts:

<table>
<thead>
<tr>
<th>Business Unit</th>
<th>FUND</th>
<th>DEPTID</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>214004000</td>
<td>$0</td>
</tr>
</tbody>
</table>

[Handwritten note: MONO 8 2006]
11. Will grant monies be spent by one or more personal services contracts?
   [ ] YES  [ ] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

12a. Please list any requested sponsored positions:

   Position Titles:  Number of Positions:  
   [ ] n/a

   Total

12b. Equipment and space for these positions:
   [ ] Is presently available
   [ ] Can be obtained with available funds
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13. Signature of Appointing Authority:

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   (Signature)  (Date)

   Note: Reference 10/24/2006 e-mail from Ted Nelson to David Beatty.

14. Action by the Governor:
   [ ] Approved
   [ ] Rejected

   (Signature)  (Date)

15. Action by the Secretary of Administration:
   [ ] Request action by JFC
   [ ] Information to JFC

   (Signature)  (Date)

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   [ ] Request placed on JFC Agenda
   [ ] Approved (not placed on Agenda in 30 days)
   [ ] Approved by JFC
   [ ] Rejected by JFC
   [ ] Approved by Legislature

   (Signature)  (Date)

formaa1.xls/trn/02201999
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