

City of Keene Departments Adjust Services To Limit Exposure To COVID-19 PUBLIC ACCESS TO CITY BUILDINGS INCLUDING POLICE AND FIRE FACILITIES IS NOW RESTRICTED

The city policy regarding building access has changed as of late Wednesday, March 18, 2020 as follows:

“City Buildings and Departments

All City departments are now restricting public access to City facilities. The public is asked to call when there is business to conduct with any department that cannot be conducted online. Both a phone list and a directory of online services are available via the City website home page at www.ci.keene.nh.us. Services that require physical access to a City facility will be accommodated by appointment only. “ (a copy of the full press release is also attached).

Based on this update we are **no longer planning a public bid opening...** In lieu of that, we will be doing the following:

- (1) notify bidders of the current building access restrictions by providing them a copy of the press release issued,
- (2) conduct bid openings in the manner described below,

“Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the Invitation for Bids. The amount of each bid, and such other relevant information as may be specified by regulation, together with the name of each bidder shall be recorded; the record and each bid shall be open to public inspection”

- (3) immediately thereafter post a summary of the results online (which we currently do) and
- (4) move immediately to allow vendors to submit electronic copies of bids in lieu of handling paper copies (hardcopy accepted until then or as an alternative).

Please contact us with any questions – changes are coming rapidly, and we are doing our best to accommodate them.

Thanks



City of Keene

New Hampshire

FOR IMMEDIATE RELEASE

Wednesday, March 18, 2020

Contact: City of Keene, (603) 357-9804

City of Keene Departments Adjust Services To Limit Exposure To COVID-19

PUBLIC ACCESS TO CITY BUILDINGS INCLUDING POLICE AND FIRE FACILITIES IS NOW RESTRICTED

Keene - The City of Keene continues to be committed to providing a high level of services to the community. In an effort to prevent the potential spread of the Coronavirus, the following steps are being taken to protect both personnel and the public.

City Buildings and Departments

All City departments are now restricting public access to City facilities. The public is asked to call when there is business to conduct with any department that cannot be conducted online. Both a phone list and a directory of online services are available via the City website home page at www.ci.keene.nh.us. Services that require physical access to a City facility will be accommodated by appointment only.

Keene Police Department:

The Police Department is limiting face-to-face contact where possible. Until the current situation is stabilized, access to the interior of the Police Department facility is limited, and administrative fingerprinting is temporarily suspended. No facility tours will be given during this time. Those who would typically come into the Department to report a non-emergency situation are asked to call (603) 357-9813 to speak with an officer instead. Those who come in to report a non-emergency will be able to speak with an officer, though not face-to-face. For records requests the public is asked to first call (603) 357-9815. Most requests can be processed via e-mail, and instructions will be provided for doing so. Some other types of services will also be temporarily suspended, such as VIN checks (the form provides alternative instructions to accomplish this), keep-the-peace requests and in-lobby child custody exchanges (unless court ordered).

The safety of our community remains our primary focus and top priority. With that, we will continue to respond to all crimes in progress and crimes against persons as we always have. To focus on that we need healthy, working employees.

Keene Fire Department:

The Fire Department is moving to an Alert 2 Level which calls for suspension of public access at both stations including all non-essential personnel, employees' family members, explorers and their advisors and vendors. Station tours will not be provided, burn permits will not be issued and assembly inspections will not be conducted until the Governor's order has been lifted. Other inspection services will continue.

Transfer Station

For the next six to eight weeks at the Transfer Station the public is encouraged to maintain social distancing, refrain from congregating in groups and limit trips by stretching the time between trips more than usual.

Revenue Collection (Tax, Utilities, Motor Vehicle Registration)

The public is asked to utilize the online services provided via www.ci.keene.nh.us for bill payment and motor