

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

September 06, 2013
Bureau of Rail & Transit

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to CH 144:95, Laws of 2013, authorize the Department of Transportation to establish and transfer \$2,002,250 between Bureau of Rail & Transit accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2014 as follows:

04-096-096-964010-2916			Current Budget 2014	Requested Change	Revised Budget
PUBLIC TRANSPORTATION					
Expenses:					
Class	Expense Account	Description			
010	500100	PERSONAL SERVICES PERM	\$301,748	\$0	\$301,748
018	500106	OVERTIME	3,000	0	3,000
020	500200	CURRENT EXPENSES	5,600	0	5,600
022	500255	RENTS-LEASES OTHER THAN STATE	430	0	430
024	500225	MAINT. OTHER THAN BUILD - GRNDS	0	1,087,500	1,087,500
026	500251	ORGANIZATIONAL DUES	6,950	0	6,950
029	500290	INTRA-AGENCY TRANSFERS	9,060	0	9,060
030	500325	EQUIPMENT NEW REPLACEMENT	25,729	50,000	75,729
035	509035	SHARED SERVICES SUPPORT	4,598	0	4,598
037	500174	TECHNOLOGY- HARDWARE	0	2,500	2,500
039	500188	TELECOMMUNICATIONS	3,900	0	3,900
040	500800	INDIRECT COSTS	6,020	0	6,020
046	500464	CONSULTANTS	2,000	0	2,000
048	500226	CONTRACTUAL MAINT BUILD-GRND	0	860,000	860,000
057	500535	BOOKS PERIODICALS SUBSCRIPTIONS	100	0	100
060	500601	BENEFITS	149,239	0	149,239
067	500557	TRAINING OF PROVIDERS	122,484	0	122,484
070	500704	IN STATE TRAVEL REIMBURSEMENT	500	0	500
072	500575	GRANTS FEDERAL	22,664,795	(2,000,000)	20,664,795
073	500581	GRANTS NON FEDERAL	100,000	0	100,000
081	509081	OUT OF STATE TRAVEL FED REIMB	3,000	0	3,000

404	500880	INTRA INDIRECT COSTS	2,436	0	2,436
TOTAL			\$23,411,589	\$0	\$23,411,589
Source of Funds					
Revenue:					
000		FEDERAL FUNDS	\$23,259,301	\$0	\$23,259,301
005		PRIVATE LOCAL FUNDS	143,488	0	143,488
00000010		GENERAL FUNDS	8,800	0	8,800
TOTAL			\$23,411,589	\$0	\$23,411,589

04-096-096-964010-2931			Current Budget 2014	Requested Change	Revised Budget
RAILROAD					
Expenses:					
Class	Expense Account	Description			
010	500100	PERSONAL SERVICES PERM	\$112,599	\$0	\$112,599
018	500106	OVERTIME	3,000	0	3,000
020	500200	CURRENT EXPENSES	1,400	0	1,400
022	500255	RENTS-LEASES OTHER THAN STATE	1,342	0	1,342
029	500290	INTRA-AGENCY TRANSFERS	15,181	0	15,181
030	500330	EQUIPMENT NEW REPLACEMENT	1,000	(1,000)	0
035	509035	SHARED SERVICES SUPPORT	730	0	730
037	500174	TECHNOLOGY- HARDWARE	0	1,000	1,000
039	500188	TELECOMMUNICATIONS	1,600	0	1,600
040	500800	INDIRECT COSTS	500	0	500
060	500601	BENEFITS	64,269	0	64,269
070	500704	IN STATE TRAVEL REIMBURSEMENT	200	0	200
072	509073	GRANTS FEDERAL	853,855	0	853,855
080	500714	OUT OF STATE TRAVEL REIMBURSEMENT	250	0	250
404	500880	INTRA INDIRECT COSTS	1,045	0	1,045
			\$1,056,971	\$0	\$1,056,971
Source of Funds					
Revenue:					
000		FEDERAL FUNDS	\$792,999	\$0	\$792,999
00000010		GENERAL FUNDS	263,972	0	263,972
TOTAL			\$1,056,971	\$0	\$1,056,971

04-096-096-964015-3030			Current Budget 2014	Requested Change	Revised Budget
RIDESHARE-BIKE-PED PROGRAM					
Expenses:					
Class	Expense Account	Description			
010	500100	PERSONAL SERVICES PERM	\$110,998	\$0	\$110,998
018	500106	OVERTIME	2,200	0	2,200
020	500200	CURRENT EXPENSES	3,000	0	3,000
022	500255	RENTS-LEASES OTHER THAN STATE	(482)	0	(482)
030	500330	EQUIPMENT NEW REPLACEMENT	2,000	(1,250)	750
037	500174	TECHNOLOGY- HARDWARE	0	1,250	1,250
039	500188	TELECOMMUNICATIONS	2,000	0	2,000
047	500240	OWN FORCES MAINT BUILD-GROUNDS	7,500	0	7,500
060	500601	BENEFITS	63,794	0	63,794
070	500704	IN STATE TRAVEL REIMBURSEMENT	500	0	500
080	500714	OUT OF STATE TRAVEL REIMBURSEMENT	1,500	0	1,500
			\$193,010	\$0	\$193,010
Source of Funds					
Revenue:					
00000015		HIGHWAY FUNDS	\$193,010	\$0	\$193,010

EXPLANATIONS

The Department requests authorization to transfer budgeted account funds among the various accounts in order to pay for services incurred in meeting the State's transportation demands. Specific explanations relating to the Department's spending requests are as follows:

Public Transportation (2916) – 99.4% Federal Funds, 0.6% Private Local

- Class 024 Increase Maintenance Other than Bldg-Grounds by \$1,087,500. This transfer is requested due to recognizing that state owned buses and bus terminals, even those operated under contract, should be Class 024 expenses instead of Class 072 as the funds were originally budgeted. This transfer includes about \$265,000 of contract encumbrances from fiscal year 2013 and \$825,000 of planned projects that were originally budgeted in Class 072 in fiscal year 2014. These projects are upgrades and repairs of state-owned commuter coaches and bus terminals. This transfer will align expenditures to the proper class line per accounting policy.
- Class 030 Increase State Equipment New/Replacement by \$50,000 due to approximately \$50,000 of equipment for the New London Park n Ride that was budgeted in Class 72 Federal Grants. Funding for this equipment continues to be 100% Federal. This transfer will align expenditures to the proper class line per accounting policy.
- Class 037 Increase Technology - Hardware by \$2,500. This transfer is due to PC desktop replacement funds included in Class 030, instead of the newly established Class 037. This transfer will align expenditures to the proper class line per accounting policy.
- Class 048 Increase Contractual Maintenance- Building & Grounds by \$860,000 due to approximately \$400,000 of upgrades and repairs of state-owned bus terminals that were budgeted in Class 72 Federal Grants. An additional \$460,000 of encumbrances from fiscal year 2013 also needs to be transferred for this reason. Funding for these upgrades and repairs continues to be 100% Federal. This transfer will align expenditures to the proper class line per accounting policy.
- Class 072 Decrease Grants - Federal by \$2,000,000. This transfer is requested due to recognizing that state owned buses and bus terminals, even those operated under contract, should be Class 024, Class 030 and 048 expenses instead of Class 072 as the funds were originally budgeted. This transfer includes about \$860,000 of contract encumbrances from fiscal year 2013 and over \$1,130,000 of planned projects that were

originally budgeted in Class 072 in fiscal year 2014. These projects are upgrades and repairs of state-owned commuter coaches and bus terminals. This transfer will align expenditures to the proper class line per accounting policy.

Railroad (2931) – 75% Federal Funds, 25% General Funds

Class 030 Decrease Equipment New/Replacement by \$1,000. This transfer is due to PC desktop replacement funds included in Class 030 instead of the newly established Class 037. This transfer will align expenditures to the proper class line per accounting policy.

Class 037 Increase Technology - Hardware by \$1,000. This transfer is due to PC desktop replacement funds included in Class 030 instead of the newly established Class 037. This transfer will align expenditures to the proper class line per accounting policy.

Rideshare-Bike-Ped Program (3030) - 100% Highway Funds

Class 030 Decrease Equipment New/Replacement by \$1,250. This transfer is due to PC desktop replacement funds included in Class 030, instead of the newly established Class 037. This transfer will align expenditures to the proper class line per accounting policy.

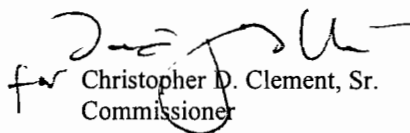
Class 037 Increase Technology - Hardware by \$1,250. This transfer is due to PC desktop replacement funds included in Class 030 instead of the newly established Class 037. This transfer will align expenditures to the proper class line per accounting policy.

The following is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

1. Does transfer involve continuing programs or one-time projects?
Transfers are for continuing programs.
2. Is this transfer required to maintain existing program level or will it increase program level?
Transfers are to maintain existing program levels (no increase in program level).
3. Cite any requirements, which make this program necessary.
RSA 21-L:2, in part, establishes that the Department will be responsible for planning, developing, and maintaining a state transportation network. This transfer will facilitate the accomplishment of this responsibility.
4. Identify the source of funds on all accounts listed on this transfer.
Source of funds is Federal (Transit Administration), Private Local, Highway and General Funds.
5. Will there be any effect on revenue if this transfer is approved or disapproved?
This transfer will have no effect on revenue.
6. Are funds expected to lapse if this transfer is not approved?
Federal Transit Administration (FTA) funds for Public Transportation projects may lapse if the Department is unable to complete the project implementation as planned. Funds would lapse back to the federal government.
7. Are personal services involved?
No personnel services are involved.

Your approval of this transfer is respectfully requested.

Sincerely,


for Christopher D. Clement, Sr.
Commissioner