



State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

FIS 14 089

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Jm

JOHN J. BARTHELMES
COMMISSIONER

May 10, 2014

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

1. Pursuant to RSA 14:30-a, VI authorize the Department of Safety, Division of State Police, to accept and expend a grant from the NH Highway Safety Agency, entitled NH State Police Crash Records Management System, in the amount of \$149,080.00 for the continued development of software for the Crash Records Management System (CRMS). Effective upon Fiscal Committee and Governor and Council approvals through September 30, 2014. Funding Source: 100% Agency Income.

2. Pursuant to RSA 124:15, authorize the Department of Safety, Division of State Police, to establish class 046 consultant positions for the purpose of enhancing the previously developed crash records management system to add to the existing J-one system. Effective upon Fiscal Committee and Governor and Council approvals through September 30, 2014. Funding Source: 100% Agency Income.

Funds are to be budgeted in the account titled:

02-23-23-234010-22110000 Dept. of Safety – Division of State Police – Highway Safety Equipment and Training Grants
RSRC: 405921
Amount: \$149,080.00

<u>Class</u>	<u>Description</u>	<u>Current Adjusted</u>		<u>Requested Action</u>	<u>Revised Adjusted</u>	
		<u>Authorized</u>			<u>Authorized</u>	
009-405921	Agency Income	\$	(471,558.04)	\$ (149,080.00)	\$	(620,638.04)
020-500221	Current Expenses	\$	25,771.99	\$ -	\$	25,771.99
030-500311	Equipment	\$	98,354.84	\$ -	\$	98,354.84
037-500173	Technology - Hardware	\$	8,800.00	\$ -	\$	8,800.00
038-500178	Technology - Software	\$	17,200.00	\$ -	\$	17,200.00
039-500180	Telecommunications	\$	0.60	\$ -	\$	0.60
040-500800	Indirect Cost	\$	34,664.61	\$ 14,080.00	\$	48,744.61
046-500465	Consultants	\$	284,966.00	\$ 135,000.00	\$	419,966.00
066-500543	Employee Training	\$	1,800.00	\$ -	\$	1,800.00
	Total	\$	471,558.04	\$ 149,080.00	\$	620,638.04

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
May 10, 2014
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Explanation

The State Police Crash Records Management System grant will be used to fund the continued development of a web-enabled Crash Records Management System to capture the data from the new accident reporting form in electronic form. In this phase the Division enhancements will be made as proposed by users in the field, to improve the usability and to improve the capturing of the data. The existing CRMS program has been successful for the NH State Police in increasing the amount of data that has been collected, as well as the timeliness of capturing that data.

The funds are to be budgeted as follows:

Funds in class 040 are needed to pay indirect costs to Administrative Services on all eligible expenses.

Funds in class 041 are not appropriated because the department that receives the Federal grant from the federal granting agency is responsible for paying the audit fund set aside.


Funds in class 046 are needed for the enhancements to the web-enabled Crash Records Management System.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

- 1) List of personnel involved: *Temporary consultants*
- 2) Nature, Need, and Duration: *The temporary consultants will provide for the increased need for subject matter experts beyond the limited resources of in-house personnel in the development of the web-enabled Crash Records Management System within the Statewide J-One system.*
- 3) Relationship to existing agency programs: *It expands the capacity to achieve missions within the Division of State Police and other projects directly related to the particular project.*
- 4) Has a similar program been requested of the legislature and denied? *No.*
- 5) Why wasn't funding included in the agency's budget request? *It was unclear at that time that there would be a potential need for consultants to complete these tasks.*
- 6) Can portions of the grant funds be utilized? *This request is 100% federally funded.*
- 7) Estimate the funds required to continue this position(s): *The temporary consulting positions are estimated at \$135,000.*

In the event that Agency Income becomes no longer available, General and/or Highway funds will not be requested to support this program.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety

Department of Safety
Highway Safety Equipment and Training Grants
Fiscal Situation

02-23-23-234010-22110000

Federal Funds Awarded:

Highway Safety Grants - Effective through 9/30/2013	\$263,974.04
FFY 2014 Grant - VPN Installation Assistance - 12/1-9/30/2014	\$149,080.50
FFY 2014 Grant - NHSP Robotic Total Station - 1/1-6/30/2014	\$28,536.83
FFY 2014 Grant - NHSP TAR Equipment - 1/1-6/30/2014	\$29,969.44
FFY 2014 Grant - NHSP Crash Records Management System	\$149,080.50
Total Grant Funds Awarded	<u>\$620,641.31</u>

Less: SFY 2014 Current Adjusted Authorized

\$471,558.04

Remaining excess grant funds available to appropriate

\$149,083.27

This Request

\$149,080.00

CONTRACTUAL AGREEMENT FOR HIGHWAY SAFETY PROJECT GRANT

For HSA Use Only

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

Date Received April 28, 2014	Project Number #310-14S-007
Date Approved April 28, 2014	PSP and Task # 14-12, 01

Part I

<p>1. Project Title NHSP Crash Records Management System</p>	<p>2. Type of Application (Check One)</p> <p><input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation</p>
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3. Applicant	
<p>A. Name of Agency DUNS Number 060340564 NH Department of Safety Division of State Police</p>	<p>B. Address of Agency 33 Hazen Drive Concord NH 03305-0011</p>
<p>C. Government Unit (Check One)</p> <p><input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):</p>	<p>D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301</p>

<p>4. Contract Duration</p> <p>A. Contract Period</p> <p>Start Date: April 1, 2014 Termination Date: September 30, 2014</p>	<p>Functional Area K9 - 408 Data Program Incentive CFDA# 20.610 Program Title Traffic Safety Info System Improvements Grant Funding Source National Highway Traffic Safety Administration</p>
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6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit	\$14,080.50	\$14,080.50			
e. Contractual Services	\$135,000.00	\$135,000.00			
f. Other					
Total Estimated Costs Including Non-Federal Share	\$149,080.50	\$149,080.50			

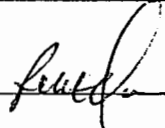
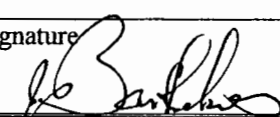
7. Local Benefit:	It is anticipated that the federal share for local benefit will be: <u>0%</u> (\$0.00)
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Part II

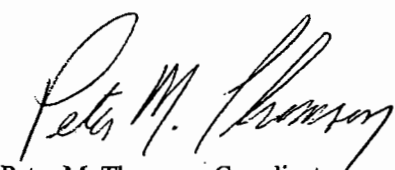
BUDGET AND PERSONNEL DATA	
a. Personnel Services	
*See Proposed Solution (page 3) for explanation of pay rates	
b. Current Expenses	
c. Equipment	
d. Indirect Costs and Audit Expense Indirect cost: \$135,000.00 x 10.43 percent	14,080.50
e. Contractual Services Web-enabled CRMS System Development Contractor	135,000.00
f. Other Expenses	
Total	\$149,080.50

Part III

Acceptance of Conditions. It is understood and agreed by the undersigned that a grant received as a result of this contract is subject to the regulations governing grant which have been furnished (or will be furnished upon request) to the applicant.

A. Project Director		
1) Name Colonel Robert L. Quinn	2) Title Director, Division of State Police NH Department of Safety	3) Address 33 Hazen Drive Concord, NH 03301
4) Signature 		5) Telephone Number 223-3850
B. Authorized Official		
1) Name John J. Barthelmes	2) Title Commissioner, NH Department of Safety	3) Address 33 Hazen Drive Concord, NH 03301
4) Signature 		5) Telephone Number 223-3889

Part IV (For HSA Use Only)

1. Approval Date April 28, 2014	2. Signature & Title  Peter M. Thomson, Coordinator NH Highway Safety Agency
3. Federal Funds Obligated by this Agreement: \$149,080.50	

**CONTRACTUAL AGREEMENT
FOR HIGHWAY SAFETY PROJECT GRANT**

For HSA Use Only

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

Date Received December 5, 2013	Project Number #310-14S-003
Date Approved December 5, 2013	PSP and Task # 14-12, 01

Part I

1. Project Title NH State Police VPN Installation Assistance	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant A. Name of Agency DUNS Number 060340564 NH Department of Safety NH Division of State Police	B. Address of Agency 33 Hazen Drive Concord NH 03305-0011
C. Government Unit (Check One) <input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301

4. Contract Duration A. Contract Period Start Date: December 1, 2013 Termination Date: September 30, 2014	Functional Area M3DA - 405c Data Program CFDA# 20.616 Program Title Traffic Safety Info System Improvement Grant Funding Source National Highway Traffic Safety Administratio
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6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit	\$14,080.50	\$14,080.50			
e. Contractual Services	\$135,000.00	\$135,000.00			
f. Other					
Total Estimated Costs Including Non-Federal Share	\$149,080.50	\$149,080.50			

7. Local Benefit:

It is anticipated that the federal share for local benefit will be: 100% (\$149,080.50)

**CONTRACTUAL AGREEMENT
FEDERAL HIGHWAY SAFETY PROJECT GRANT**

For HSA Use Only

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

Date Received January 10, 2014	Project Number #315-14S-075
Date Approved January 10, 2014	PSP and Task # 14-03, 09

Part I

1. Project Title NH State Police Robotic Total Station	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant A. Name of Agency DUNS Number 060340564 NH Department of Safety NH Division of State Police	B. Address of Agency 33 Hazen Drive Concord NH 03305-0011
C. Government Unit (Check One) <input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301

Contract Duration A. Contract Period Start Date: January 1, 2014 Termination Date: June 30, 2014	Functional Area PT - Police Traffic Services CFDA# 20.600 Program Title State & Community Highway Safety Funding Source National Highway Traffic Safety Administratio
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6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense					
c. Equipment	\$28,250.00	\$28,250.00			
d. Indirect Costs Audit	\$286.83	\$286.83			
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$28,536.83	\$28,536.83			

7. Local Benefit:

It is anticipated that the federal share for local benefit will be: 0% (\$0.00)

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**CONTRACTUAL AGREEMENT
FOR HIGHWAY SAFETY PROJECT CONTRACT**

For HSA Use Only

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

Date Received January 10, 2014	Project Number #315-14S-074
Date Approved January 10, 2014	PSP and Task # 14-03, 09

Part I

1. Project Title NH State Police TAR Equipment	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant	
A. Name of Agency DUNS Number 060340564 NH Department of Safety NH Division of State Police	B. Address of Agency 33 Hazen Drive Concord NH 03305-0011
C. Government Unit (Check One) <input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301

4. Contract Duration	Functional Area PT - Police Traffic Services
A. Contract Period	CFDA# 20.600
Start Date: January 1, 2014	Program Title State & Community Highway Safety
Termination Date: June 30, 2014	Funding Source National Highway Traffic Safety Administration

6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense	\$3,600.00	\$3,600.00			
c. Equipment	\$24,200.00	\$24,200.00			
d. Indirect Costs Audit	\$2,169.44	\$2,169.44			
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$29,969.44	\$29,969.44			

7. Local Benefit: It is anticipated that the federal share for local benefit will be: 0% (\$0.00)
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TITLE IX

ACQUISITION OF LANDS BY UNITED STATES; FEDERAL AID

CHAPTER 124 FEDERAL AID

Miscellaneous

Section 124:15

124:15 Positions Restricted. –

I. In addition to the positions authorized by law, no new personnel positions, or consultants, or both may be created by the acceptance of federal moneys or moneys from any other source unless such positions, or consultants, or both are approved by the fiscal committee of the general court; provided, however, that the governor and council may accept all moneys available for any emergency or disaster as defined by the authority awarding such moneys; and provided further that all such moneys available to the general court or to either of its houses may be accepted by the respective presiding officers with the prior approval of the fiscal committee. Nothing herein shall be construed to affect the provisions of RSA 98:17-a.

II. Every board, agency, department or commission receiving such federal or other moneys shall attempt to apply them in whole or in part to the cost of personnel positions authorized by law so as to reduce the obligation of general funds, but if the salaries of such personnel positions cannot be paid out of such moneys then such positions shall be considered as specified in paragraph I.

III. All such moneys which fund personnel positions subject to the restrictions of this section shall be used only for the purposes or programs specified in the application for approval of the positions or as otherwise authorized by law, and all such moneys which are accepted in accordance with law are hereby appropriated.

Source. 1983, 469:84, eff. July 1, 1983.