



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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WILLIAM CASS, P.E.
ASSISTANT COMMISSIONER

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Division of Aeronautics, Rail and Transit
July 13, 2015

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

REQUESTED ACTION

Pursuant to Chapter 158, sub-paragraph I,(a), Laws of 2015, and Chapter 144:95, Laws of 2013, Transfer Among Accounts and Classes, authorize the Department of Transportation to establish a non-budgeted class and to transfer funds in and among accounting units in the amount of \$2,366,534 effective upon Fiscal Committee and Governor and Council approval through December 31, 2015. Funding Source: 100% Federal Funds.

04-096-096-964010-2916	Current Budget FY 2016	Requested Change	Revised Budget FY 2016
Public Transportation			
Expenses:			
010 500100 Personal Services – Perm	\$154,813	\$0	\$154,813
018 500106 Overtime	1,500	0	1,500
020 500200 Current Expense	2,800	0	2,800
022 500255 Rents-Leases Other than State	318	0	318
026 500251 Organizational Dues	3,800	0	3,800
029 500290 Intra-Agency Transfers	4,530	0	4,530
030 500311 Equipment - New Replacement	391,907	1,338,500	1,730,407
035 509035 Shared Services Support	2,299	0	2,299
037 500174 Technology – Hardware	0	0	0
039 500180 Telecommunications	1,950	0	1,950
040 500800 Indirect Costs	3,010	0	3,010
046 500463 Consultants	1,000	0	1,000
048 500226 Contractual Maint Build-Ground	802,813	30,000	832,813
057 500535 Books Periodicals Subscriptions	50	0	50
060 500601 Benefits	78,903	0	78,903
066 500546 Employee Training	0	130	130
067 500557 Training of Providers	45,000	0	45,000
070 500704 In-State Travel Reimbursement	250	0	250
072 500575 Grants Federal	10,889,686	(2,366,534)	8,523,152

073 500581 Grants Non Federal	50,000	0	50,000
081 509081 Out of State Travel Fed Reimb	1,500	0	1,500
103 502664 Contracts for Operational Svcs	429,349	997,904	1,427,253
400 500869 Construction Repair Materials	6,000	0	6,000
404 500880 Intra-Indirect Costs	1,218	0	1,218
Total	\$12,872,696	\$0	\$12,872,696
Source of Funds			
Revenue:			
000 404622 Federal Funds	\$7,777,180	\$0	\$7,777,180
005 402759 Private Local Funds	50,000	0	50,000
000 000010 General Funds	5,045,516	0	5,045,516
Total	\$12,872,696	\$0	\$12,872,696

EXPLANATION

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) – 99.03% Federal Funds, 0.46% Private Local Funds, 0.51% General

- Class 030 Increase Equipment New Replacement by \$1,338,500. This transfer is to properly account for state-owned capital equipment that will be purchased under contract by Boston Express Bus, a state-contracted commuter bus service, as well as by C&J Bus Lines. Under contract, Boston Express will utilize funds for revenue vehicle overhauls and engine rebuilds, non-revenue vehicle replacement, and new and replacement equipment for state-owned bus facilities. C&J Bus Lines will overhaul state-owned commuter coaches and also utilize the funding for improvements to state-owned bus terminals. The funding will also be used to install an emergency call box at the state-owned New London Park & Ride lot. All equipment purchased will be state-owned equipment. This transfer will align expenditures to the proper class line per accounting policy.
- Class 048 Increase Contractual Maintenance Build - Ground by \$30,000. This transfer will align expenditures to the proper class lines for construction-related improvements to state-owned bus terminals operated under contract by Boston Express Bus.
- Class 066 Increase Employee Training by \$130. This transfer will allow for the reimbursement of planned employee in-house Bureau of Education Training programs.
- Class 072 Decrease Grants Federal by \$2,366,534. This transfer will align expenditures to the proper class line per accounting policy.
- Class 103 Increase Contract for Operational Services by \$997,904. This transfer is to properly account for six months of ongoing operational activities of Boston Express, a state-contracted commuter bus service. 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 (not one-time).
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 Funds, Private Local Funds, 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?
No.
7. Are personal services involved?
The transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,



William Cass, P.E.
Assistant Commissioner