



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

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William Cass, P.E.
 Assistant Commissioner

July 31, 2015
 Division of Operations

The Honorable Neal M. Kurk, 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

Pattison
 Approved by Fiscal Committee 8/26/15 Date

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 transfer \$95,000 between Highway Fund accounts and classes effective upon Fiscal Committee and Governor and Council approval through December 31, 2015.

04-096-096-960515-2928	Current Budget FY 2016	Requested Change	Revised Budget FY 2016
Winter Maintenance			
Expenses:			
017 500147 FT Employees Special Payment	\$273,840	\$0	\$273,840
018 500106 Overtime	1,709,405	0	1,709,405
019 500105 Holiday Pay	16,554	0	16,554
020 500200 Current Expense	5,081,932	0	5,081,932
022 500255 Rents-Leases Other than State	3,361,807	(74,000)	3,287,807
023 500291 Heat, Electricity, Water	358,564	0	358,564
024 500225 Maint. Other than Bldg-Grounds	1,453	0	1,453
030 500311 Equipment New Replacement	115,964	74,000	189,964
039 500180 Telecommunications	46,350	0	46,350
047 500240 Own Forces Maint Bldgs & Grnds	5,150	0	5,150
048 500226 Contractual Maint Bldgs & Grnds	10,300	0	10,300
050 500109 Personal Service Temp	75,000	0	75,000
060 500601 Benefits	400,461	0	400,461
070 500704 In-State Travel Reimbursement	64,807	0	64,807
103 500741 Contracts for Op Services	10,655	0	10,655
Total	\$11,532,242	\$0	\$11,532,242
Source of Funds			
Revenue:			
004-403631 Intra Agency Transfers	\$100,000	\$0	\$100,000
000-000015 Highway Funds	11,432,242	\$0	11,432,242
Total	\$11,532,242	\$0	\$11,532,242

04-096-096-960515-3052	Current Budget FY 2016	Requested Change	Revised Budget FY 2016
Transportation Management Ctr			
Expenses:			
010 500100 Personal Services – Permanent	\$322,422	\$0	\$322,422
018 500106 Overtime	16,500	0	16,500
019 500105 Holiday Pay	4,000	0	4,000
020 500200 Current Expense	37,003	(6,000)	31,003
022 500255 Rents-Leases Other than State	14,008	0	14,008
023 500291 Heat, Electricity, Water	6,335	6,000	12,335
024 500225 Maint Other than Build-Grn	121,686	0	121,686
026 500251 Organizational Dues	125	0	125
028 500292 Transfers to General Services	48,073	0	48,073
030 500311 Equipment New/Replacement	22,090	0	22,090
037 500174 Technology-Hardware	61,229	0	61,229
038 500177 Technology-Software	59,823	0	59,823
039 500189 Telecommunications	32,120	0	32,120
046 500464 Eng Consultants	29,274	0	29,274
048 500226 Contractual Maint.-Build-Grnds	2,500	0	2,500
050 500109 Personal Service-Temp	54,816	0	54,816
060 500601 Benefits	187,802	0	187,802
066 500543 Employee Training	4,195	0	4,195
070 500703 In-State Travel Reimbursement	150	0	150
Total	\$1,024,151	\$0	\$1,024,151
Source of Funds			
Revenue:			
004 403631 Intra Agency Transfers	\$447,967	\$0	\$447,967
009 405698 Agency Income	18,497	0	18,497
000-000015 Highway Funds	557,687	0	557,687
Total	\$1,024,151	\$0	\$1,024,151

04-096-096-962015-3033	Current Budget FY2016	Requested Change	Revised Budget FY2016
Bridge Design Bureau			
Expenses:			
010 500100 Personal Services – Perm	\$1,037,385	\$0	\$1,037,385
018 500106 Overtime	37,500	0	37,500
020 500200 Current Expense	9,125	0	9,125
022 500255 Rents-Leases Other than State	2,062	0	2,062
026 500251 Organizational Dues	15,000	(15,000)	0
030 500301 Equipment New Replacement	13,171	0	13,171
038 500175 Technology - Software	4,450	15,000	19,450
039 500180 Telecommunications	5,750	0	5,750
050 500109 Personal Services – Temp	7,500	0	7,500
057 500535 Books Periodicals Subscription	2,000	0	2000
060 500601 Benefits	563,259	0	563,259
070 500704 In-State Travel Reimbursement	125	0	125
400 500870 Construction Repair	595	0	595
Total	\$1,697,922	\$0	\$1,697,922

Source of Funds			
Revenue:			
000-409151 Federal Funds	\$561,813	\$0	\$561,813
009-405698 Agency Income	36,305	0	36,305
009-405699 Agency Income	142,185	0	142,185
000-000015 Highway Funds	957,619	0	957,619
Total	\$1,697,922	\$0	\$1,697,922

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:

Winter Maintenance (2928) 0.9% Intra-Agency Transfer and 99.1% Highway Funds

- Class 030 Increase Equipment New Replacement by \$74,000. Increased equipment is necessary to purchase the new plows to equip trucks purchased on FY15 for the additional lanes of I-93 in time for the winter maintenance season. This equipment will be needed pre-season taking into consideration ordering and installation to have trucks ready for winter plowing.
- Class 022 Decrease Rents-Leases Other than State. Expenses will be managed to accommodate this request.

Transportation Management Center (3052) 46.43% Intra-Agency Transfers, 1.74% Agency Income, 51.83% Highway Funds

- Class 020 Decrease Current Expenses by \$6,000. Current expenses will be managed to accommodate this request.
- Class 023 Increase Heat, Electricity, and Water by \$6,000. This additional funding is necessary to cover electricity costs for Intelligent Transportation System (ITS) devices.

Bridge Design Bureau (3033) 33.09% Federal Funds, 10.51% Agency Income, 56.40% Highway Funds

- Class 026 Decrease Organizational dues by \$15,000 to align appropriation to correct class for AASHTOWare Bridge Management software.
- Class 038 Increase Technology – Software by \$15,000 to align appropriation to correct class for AASHTOWare Bridge Management software.

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, Intra Agency Transfer, Highway Funds and Agency Income.
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?
Should funds lapse as a result of not approving this request, such funds will lapse to their respective account fund balances.
7. Are personal services involved?
No new positions are requested with this transfer.

Your approval of this resolution is respectfully requested.

Sincerely,

A handwritten signature in black ink that reads "William Cass". The signature is written in a cursive, flowing style.

William Cass, P.E.
Acting Commissioner