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State of New Hampshire
DEPARTMENT OF ADMINISTRATIVE SERVICES
 OFFICE OF THE COMMISSIONER
 25 Capitol Street – Room 120
 Concord, New Hampshire 03301

VICKI V. QUIRAM
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June 6, 2016

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

REQUESTED ACTION

Authorize the Department of Administrative Services, Division of Public Works Design and Construction to budget and expend funds from excess revenue in the amount of \$17,000 to fund the replacement of a passenger vehicle effective upon Governor and Council approval through June 30, 2016. **22% Agency Income, 78% General Funds.**

Funds will be budgeted in accounting unit 01-14-14-141510-20910000

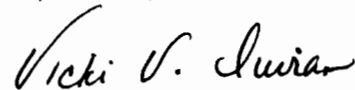
Class	Description	SFY 16 Current Appropriation	Amount to Budget	SFY 16 Revised Appropriation
009-402065	Agency Income	\$552,049	\$17,000	\$569,049
UUU-000010	General Funds	\$1,777,088		\$1,777,088
	Total Revenue	\$2,329,137	\$17,000	\$2,346,137
010-500100	Personal Service-Permanent	\$1,395,872		1,395,872
018-500106	Overtime	\$11,889		\$11,889
020-500200	Current Expenses	\$35,845		\$35,845
022-500255	Rents – Leases Other than State	\$2,798		\$2,798
025-506468	State Owned Equipment Usage	\$5,000		\$5,000
030-500300	Equipment New/ Replacement	\$35,950	\$17,000	\$52,950
037-500165	Technology - Hardware	\$1,808		\$1,808
038-500175	Technology - Software	\$3,200		\$3,200
039-500188	Telecommunications	\$21,158		\$21,158
049	Transfer to Other State Agencies	\$22,736		\$22,736
050-500109	Personal Service Temp	\$120,023		\$120,023
060-500602	Benefits	\$666,579		\$666,579
070-500704	In State Travel	\$1,923		\$1,923
103-500735	Contracts for Op Services	\$4,356		\$4,356
	Total Expenditures	\$2,329,137	\$17,000	\$2,346,137

EXPLANATION

The Department of Administrative Services, Division of Public Works Design and Construction requests to budget and expend a small portion of unexpended revenues to replace a current vehicle utilized by the Division's project managers and clerks to visit construction sites and attend project meetings. The current vehicle is 11 years old and has incurred several repairs recently. The Division has over 90 active projects and the vehicle is required in order for project managers and clerk of the works to oversee the various projects.

The revenue come from fees charged to oversee and manage building renovation and construction projects throughout the state in accordance with RSA 21-I: 85. The revenue for SFY 2016 is expected to exceed budget projections by approximately \$248,214. The approval of this request will allow the Division of Public Works Design and Construction to manage and oversee construction and renovation projects in accordance with RSA 21-I:80.

Respectfully submitted,



Vicki V. Quiram
Commissioner