



State of New Hampshire

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

48 m/c

ROBERT L. QUINN
COMMISSIONER OF SAFETY

October 17, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

Requested Action

Authorize the Department of Safety, Division of Administration, Road Toll Bureau, to accept and expend funds entitled "Joint Federal/State Motor Fuel Tax Compliance Project" in the amount of \$6,366.00 from the Federal Highway Administration for the Joint Federal/State Motor Fuel Tax Compliance project. Effective upon Governor and Council approval through June 30, 2020. Funding source: 100% Federal Funds.

Funds will be budgeted in an account entitled "Dyed Fuel Evasion Enforcement" as follows.

02-23-23-232010-42440000 Dept. of Safety – Div. of Administration – Dyed Fuel Evasion Enforcement
Revenue Source: 406804

<u>Class</u>	<u>Description</u>	<u>Current Appropriation</u>	<u>Requested Action</u>	<u>Revised Appropriation</u>
000	Federal Funds	(12,274.78)	(\$6,366.00)	(\$18,640.78)
018	Overtime	0.10	0.00	.10
020	Current Expenses	0.23	0.00	.23
040	Indirect Costs	2,401.36	0.00	2,401.36
041	Audit Fund Set Aside	25.23	0.00	25.23
060	Benefits	0.26	0.00	0.26
066	Registration	0.00	4,575.00	4,575.00
080	Out-of-State Travel Reimbursement	9,847.60	1,791.00	11,638.60
Total		12,274.78	\$6,366.00	\$18,640.78

Explanation

The Department of Safety, Division of Administration, intends to utilize the funds from the Joint Federal/State Motor Fuel Tax Compliance Project Agreement to have Road Toll Audit and Administrative personnel attend Federation of Tax Administrators Motor Fuel Tax Section and International Fuel Tax Association (IFTA) sponsored activities. These activities include regional and annual motor fuel tax conferences, uniformity meetings, motor fuel tax and investigation classes, and any other motor fuel tax related training, conference, or meeting.

In order to gain expertise, it is critical that states utilize uniform reporting and the latest electronic data interface (EDI) technology, attend training, and be actively involved in regional and national meetings regarding Motor Fuel tax evasion. It is anticipated that by establishing the ability to continue formal coordination between the states, the successes that the individual member states have had conducting motor fuel investigations can be built upon and enhanced.

The funds will be budgeted as follows.

The funds in Class 066, Registration, will be used to pay registration fees for training classes and conferences.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
October 10, 2019
Page 2 of 2

The funds in Class 080, Out-of-State Travel Reimbursement, will be used to reimburse travel expenses to attend training and conference.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "R. Quinn", written in a cursive style.

Robert L. Quinn
Commissioner

**Division of Administration
Bureau of Road Toll**

Fiscal Situation: Account 02-23-23-232010-42440000

Federal Funds Awarded:

Joint Fed/State Motor Fuel Tax Compliance Project April 1, 2019 to Sept.30, 2020	\$ 25,941.00
Total Grant Funds Awarded	\$ 25,941.00
Less FY19 State expenses on Joint Fed/State Motor Fuel Tax Comp Proj April 1, 2019 to Sept. 30, 2020	\$ (7,301.00)
Total Prior Fiscal Year Actual Expenditures and Unspent Balances	\$ (7,301.00)
Net Grant Funds Remaining	\$ 18,640.00
Less SFY20 State appropriation including prior year encumbrances	\$ (12,274.78)
Closing Adjustments	\$ 0.78
	\$ 6,366.00
This Request	\$ 6,366.00

APR 02 2019

Project Number: TCP1006

PROJECT AGREEMENT FOR THE JOINT FEDERAL/STATE MOTOR FUEL TAX COMPLIANCE PROJECT

Between the Federal Highway Administration, hereinafter referred to as the FHWA, and the New Hampshire Department of Safety acting through its motor fuel tax enforcement agency or other State agency as a Lead Participating State, hereinafter referred to as the State:

Project Name: Fuel Tax Evasion - Intergovernmental Enforcement Effort Total Project Amount: \$25,941,477
Performance: April 1, 2019 Through September 30, 2020
Project Agreement Amount: \$25,941,477

New Hampshire Department of Safety

State Agency
33 Hazen Drive
Address (Principal place of work for this agreement)
Concord, NH 03305
City, State, ZIP
Robert L. Quinn
Authorized Representative
Assistant Commissioner
Title

Federal Highway Administration
53 Pleasant Street, Suite 2200
Address
Concord, NH 03301
City, State, ZIP
Patrick Bauer
Name
Division Administrator

I hereby certify that the aggregate expenditure of funds of the State, exclusive of the Federal funds provided under this agreement, for motor fuel tax enforcement activities will be maintained at a level, which does not fall below the average level of such expenditure for its last 2 fiscal years.

Robert L. Quinn 3/29/19
Signature *Date*

Patrick Bauer 4-2-19
Signature *Date*

Table of Contents	Page		Page
Table of Contents	Page		Page
I. AUTHORITY AND PURPOSE	2	8. EQUIPMENT	4
II. OBJECTIVE	2	9. DEBARMENT CERTIFICATION	4
III. STATEMENT OF WORK	2	10. DISADVANTAGED BUSINESS ENTERPRISE REQUIREMENTS	5
IV. ALLOWABLE COST AND PAYMENT	2	11. SUSPENSION OR TERMINATION FOR CAUSE	5
V. SUBMISSION OF REPORTS	3	12. TERMINATION REVIEW PROCEDURE	6
General Provisions		13. TERMINATION BY MUTUAL AGREEMENT	6
1. DEFINITIONS	3	14. AGREEMENT CLOSEOUT AND COLLECTION OF AMOUNTS DUE	7
2. REGULATION REQUIREMENTS	3	15. NONDISCRIMINATION	7
3. AUDITS	3	16. MANDATORY ENERGY EFFICIENCY STANDARDS	7
4. MODIFICATIONS	3	17. CERTIFICATION REGARDING A DRUG-FREE WORKPLACE	7
5. SUBCONTRACTS FOR PROFESSIONAL SERVICES	4	18. LIMITATION ON THE USE OF FUNDS FOR LOBBYING	8
6. STANDARDS FOR FINANCIAL MANAGEMENT SYSTEMS	4	19. CLEAN AIR AND WATER REQUIREMENTS	9
7. RETENTION AND ACCESS REQUIREMENTS FOR RECORDS	4		

Attachment 1 - Budget