



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



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FIS 20 034

Victoria F. Sheehan  
Commissioner

~~APPROVED BY FISCAL COMMITTEE~~  
MAR 13 2020

William Cass, P.E.  
Assistant Commissioner

February 19, 2020  
Division of Operations

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

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

**REQUESTED ACTION**

Pursuant to RSA 9:16-a, II, authorize the Department of Transportation to establish non-budgeted class in an accounting unit and to transfer \$983,000.00 between various accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2020. 100% Highway Funds.

04-096-096-960015-29380000	Current Budget FY 2020	Requested Change	Revised Budget FY 2020
<b>Debt Service</b>			
<b>Expenses:</b>			
043 500401 Debt Service Treasury	\$12,314,385	\$(983,000)	\$11,331,385
Total	\$12,314,385	\$(983,000)	\$11,331,385
<b>Source of Funds</b>			
<b>Revenue:</b>			
000-000015 Highway Funds	\$12,314,385	\$(983,000)	\$11,331,385
Total	\$12,314,385	\$(983,000)	\$11,331,385

04-096-096-960515-30480000	Current Budget FY 2020	Requested Change	Revised Budget FY 2020
<b>Asset Maintenance &amp; Critical Repair</b>			
<b>Expenses:</b>			
018 500106 Overtime	\$1,534	\$0	\$1,534
020 500200 Current Expenses	22,000	0	22,000
022 500257 Rents-Leases Other than State	12,000	0	12,000
024 500225 Maint Other Than Build-Grn	24,335	0	24,335
030 500305 Equipment New Replacement	35,250	0	35,250
037 500172 Technology-Hardware	100	0	100
046 500463 Consultants	68,765	50,000	118,765
047 500240 Own Forces Maint Build-Grn	220,120	0	220,120
048 500226 Contractual Maint Build-Grn	373,682	0	373,682
060 500602 Benefits	301	0	301

400 500869 Construction Repair Materials	0	896,000	896,000
Total	\$758,087	\$946,000	\$1,704,087
<b>Source of Funds</b>			
<b>Revenue:</b>			
000-000015 Highway Funds	\$758,087	\$946,000	\$1,704,087
Total	\$758,087	\$946,000	\$1,704,087

	Current Budget FY 2020	Requested Change	Revised Budget FY 2020
<b>04-096-096-960515-30520000</b>			
<b>Transportation Management Ctr</b>			
<b>Expenses:</b>			
010 500100 Personal Services Perm Class	\$935,348	\$0	\$935,348
018 500106 Overtime	45,788	0	45,788
019 500105 Holiday Pay	12,397	0	12,397
020 500200 Current Expenses	67,142	0	67,142
022 500248 Rents-Leases Other than State	108,814	0	108,814
023 500291 Heat Electricity Water	42,310	0	42,310
024 500225 Maint Other Than Build-Grn	200,481	0	200,481
028 582814 Transfers to General Services	110,923	0	110,923
030 500311 Equipment New Replacement	74,206	0	74,206
037 500172 Technology-Hardware	208,145	0	208,145
038 500177 Technology-Software	81,835	0	81,835
039 500189 Telecommunications	51,737	0	51,737
046 500463 Consultants	144,529	0	144,529
048 500226 Contractual Maint Build-Grn	1,000	0	1,000
049 584923 Transfers to Other State Agencies	0	37,000	37,000
050 500109 Personal Service Temp Appoint	163,565	0	163,565
060 500602 Benefits	528,690	0	528,690
066 500545 Employee Training	2,160	0	2,160
070 500703 In State Travel Reimbursement	300	0	300
080 500710 Out of State Travel Reimbursement	850	0	850
Total	\$2,780,220	\$37,000	\$2,817,220
<b>Source of Funds</b>			
<b>Revenue:</b>			
004-403631 Intra Agency Transfers	\$1,259,495	\$0	\$1,259,495
000-000015 Highway Funds	1,520,725	37,000	1,557,725
Total	\$2,780,220	\$37,000	\$2,817,220

### EXPLANATION

The Department requests authorizations to transfer budgeted account funds among the various accounts to pay for services incurred in meeting the State's transportation demands. Specific explanations relating to the Department's spending requests are as follows:

#### Debt Service (2938) – 100.0% Highway Funds

Class 043      Decrease Debt Service Treasury by \$983,000.00. Funds are available in this class due to the timing of issuing new General Obligation debt in FY 2020. The budget anticipated two interest payments and a principal payment related to the FY2020 issuance but will only have one interest payment in FY2020 based on the issuance by Treasury in February 2020.

**Asset Management & Critical Repair (3048) – 100.0% Highway Funds**

Class 046      Increase Consultants by \$50,000. These funds are requested to address additional tests and plans as required by the New Hampshire Department of Environmental Services to monitor the contamination at Gully Hill in Concord. Current remediation methods show minor changes in conditions at the site. These funds are requested to gain additional information on the site and alter plans to improve conditions.

Class 400      Increase Construction Repair Materials by \$896,000.00. These funds are needed for two facilities that have seen increased construction costs since original estimates were completed.

The renovation and addition to the existing Manchester Patrol Shed was originally estimated at \$2.1 million during the FY20-21 Capital Budget. The winning bid came in at \$2,444,767.00. In addition to the original plans, the Department would like to include sectional overhead doors on the north and south end of the existing bay and a large grid tied to solar panel array that will power the shed's annual need for electricity. The estimated payback for the solar costs is 12.6 years. These additional items are estimated at \$225,233.00. The total additional amount needed for the Manchester Patrol Shed is \$570,000.00.

The balance of the additional funds request relates to the relocation of the Dixville Patrol Shed from property owned by the Balsams. The original estimate in the FY18-19 Budget was \$1.4 million. The project was delayed due to the land acquisition that was obtained through a land swap with the Balsams for a waterline easement at no cost to the State. The increased costs include an above ground fuel tank not included in the original plan and increased construction costs since the original estimate in 2017. The current estimate of \$1,851,800.00 includes building, site work, fuel station, salt building and premium allowance for work in northern New Hampshire. The Department has reduced that cost by approximately \$400,000.00 by completing much of the site work under Public Works oversight. After architect, engineers and Public Works fees, the capital budget has \$1,125,800.00 available for construction costs. The remaining amount needed to move forward with this project is \$326,000.00.

**Transportation Management Center (3052) – 45.3% Intra Agency Transfers, 54.7% Highway Funds**

Class 049      Increase Transfer to Other State Agencies by \$37,000.00. These funds are requested to cover the Department of Transportation's share of the Safenet system, a statewide microwave communication system managed by the Department of Safety. The Department has entered into a Memorandum of Agreement with the Department of Safety to utilize this system and provide proportional funding for maintenance and support.

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) and a portion is for one-time projects (construction of two facilities).

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 are Intra Agency Transfers and Highway 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?  
Yes, these funds would lapse if this transfer is not approved.
7. Are personal services involved?  
The transfer does not result in any new positions.

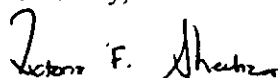
The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

Consultant:

1. List of personnel involved: None. The consultant is already approved and contracted under statewide contract.
2. Nature, Need, and Duration: The Consultant contract is for environmental remediation at the Gully Hill site in Concord to include utility location / clearance and coordination and subsurface investigations (including soil sampling and analysis and well point installation and groundwater sampling and analysis).
3. Relationship to existing agency programs: This is a continuation of the statewide on-call hazardous materials engineering services available to the department.
4. Has a similar program been requested of the legislature and denied? No, a similar program has not been requested and denied.
5. Why wasn't funding included in the agency's budget request? The need was identified after the budget was established.
6. Can portions of the grant fund be utilized? Not applicable, these are not grant funds.
7. Estimate the funds required to continue this position(s): There are no positions associated with this request.

Your approval of this resolution is respectfully requested.

Sincerely,



Victoria F. Sheehan  
Commissioner