



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
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39^{MLC}

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June 22, 2022

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

REQUESTED ACTION

Authorize the Department of Administrative Services, Division of Plant and Property Management, Plant-Property Administration, to accept and expend a grant from the New Hampshire Department of Energy, in an amount not to exceed \$57,000, for the purpose of supporting the State Energy Manager's office for programs which reduce energy consumption and reduce costs in New Hampshire State buildings. Contingent upon approval of the Department of Energy's memorandum of agreement item, listed on this same meeting agenda, effective upon Governor and Council approval through June 30, 2023. **98% Agency income, 2% Transfer from Other Agency – Federal.**

Funds will be budgeted as follows: 01-14-14-141510-18750000 Department of Administrative Services, Division of Plant & Property Management, State Energy Management

CLASS	DESCRIPTION	FY23 CURRENT AUTHORIZED	REQUESTED ACTION	FY23 TOTAL ADJ AUTHORIZED
000010	General Fund	\$ 306,355	\$ -	\$ 306,355
004-488552	Transfer from Other Agency – Federal	\$ -	\$ 1,000	\$ 1,000
009-407017	Agency Income	\$ -	\$ 56,000	\$ 56,000
	Total Income	\$ 306,355	\$ 57,000	\$ 363,355
010-500100	Personal Services	\$ 144,835	\$ -	\$ 144,835
020-500200	Current Expenses	\$ 333	\$ 500	\$ 833
026-500251	Membership Fees	\$ 1	\$ 300	\$ 301
038-500175	Technology Software	\$ 500	\$ -	\$ 500
039-500180	Telecommunications	\$ 1,146	\$ -	\$ 1,146

CLASS	DESCRIPTION	FY23 CURRENT AUTHORIZED	REQUESTED ACTION	FY23 TOTAL ADJ AUTHORIZED
048-500226	Contractual Maint.	\$ -	\$ 28,000	\$ 28,000
050-500109	Personal Serv-Temp	\$ 55,508	\$ -	\$ 55,508
060-500601	Benefits	\$ 102,730	\$ -	\$ 102,730
066-500543	Continuing Prof. Education	\$ -	\$ 3,000	\$ 3,000
069-500567	Promotional-Mkt Exp	\$ 1	\$ 2,000	\$ 2,001
070-500704	In-State Travel	\$ 1,300	\$ 2,000	\$ 3,300
080-500710	Out of State Travel	\$ 1	\$ 2,100	\$ 2,101
103-502507	Contracts Program Serv	\$ -	\$ 19,100	\$ 19,100
	Totals	\$ 306,355	\$ 57,000	\$ 363,355

EXPLANATION

A Memorandum of Agreement (MOA) between the Department of Energy and the Department of Administrative Services for funding in the amount of \$57,000 to support energy consumption reduction and costs in state buildings is contingent upon Governor and Council approval on July 12, 2022. The funds for fiscal year 2023 will be spent on energy reduction strategies throughout State government as summarized below:

- Class 020 - Current Expense funds will be used to cover miscellaneous office supplies and the cost of printed educational materials for outreach to state employees including materials for the Annual State Energy Conference.
- Class 026 – Membership fees will be used for membership in national associations or other associations in support of programs which reduce energy consumption and reduce costs in New Hampshire State buildings.
- Class 048 - Contractual Maintenance funds will be used to perform energy saving repairs and projects for state agencies to reduce overall energy expenditures.
- Class 066 - Continuing professional education will be used for expenses related to continuing professional education for State employees.
- Class 069 - Promotional (Marketing Expenses) funds will be used for expenses related to publicizing energy success stories through printed and other media.
- Class 070 - In-State Travel Reimbursement funds will be used to pay mileage and In-State travel costs associated with local conferences.
- Class 080 - Out-of-State Travel funds will be used to pay costs associated with energy conferences or seminars that are held Out-of-State.
- Class 103 - Contracts for Op Services funds will be used to enter into contracts with vendors that provide building automation, energy management, energy consulting, and utility benchmarking

services. Additionally funds may be used for conference related expenses such as the venue and refreshments.

Respectfully submitted,



Charles M. Arlinghaus
Commissioner