



State of New Hampshire
DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
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February 11, 2019

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

[Signature] 3/10
Approved by Fiscal Committee Date

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the Department of Administrative Services, Division of Procurement and Support Services, Bureau of Purchase and Property, Surplus Distribution Section, to budget and expend prior year carry forward funds in the amount of \$192,440.00 available in the Surplus Food Operating Account which will be used to replace a refrigerated box truck and an electric powered forklift both of which have passed their usable lifecycles, effective upon Fiscal Committee and Governor and Council approval through June 30, 2019. **100% Agency Income.**

Funds are to be budgeted in the account # 01-14-14-141710-51290000

EXPLANATION

The Federal Government through the U.S. Department of Agriculture (USDA) authorizes the state to collect delivery fees to supplement federal funds received annually through the State Administrative Expense Fund (SAE) to provide food commodities to eligible schools, child and adult care facilities, and summer feeding programs. Locally, the program is administered, warehoused, and distributed by the Department of Administrative Services, Surplus Distribution Section.

The Department of Administrative Services is requesting to budget and expend \$192,440.00 in funds carried forward from FY2018 into FY2019.

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The funds are to be budgeted as follows:

Class	Description	Current Budget FY 2019	Amount to Budget	Revised Budget FY 2019
010-000010	General Funds	\$ 16,779	\$ -	\$ 16,779
009-404354	Agency Income	\$ 450,412	\$ 192,440	\$ 642,852
	TOTAL INCOME	\$ 467,191	\$ 192,440	\$ 659,631
010-500100	PERSONAL SERVICES PERM CLASS	\$ 194,816		\$ 194,816
018-500106	OVERTIME	\$ 250	\$ 750	\$ 1,000
020-500200	CURRENT EXPENSES	\$ 5,060		\$ 5,060
022-500255	RENT-LEASE OTHER THAN STATE	\$ 1,200		\$ 1,200
024-500227	MAINT OTHER THAN BUILD-GEN	\$ 1,000		\$ 1,000
026-500251	ORGANIZATIONAL DUES	\$ 600		\$ 600
028-500292	TRANSFERS TO GEN SERVICES	\$ 80,955		\$ 80,955
030-500320	EQUIPMENT	\$ -	\$ 191,690	\$ 191,690
039-500180	TELECOMMUNICATIONS	\$ 1,880		\$ 1,880
040-500800	INDIRECT COSTS	\$ 500		\$ 500
042-500620	ADDITIONAL FRINGE BEN	\$ 15,000		\$ 15,000
050-500117	PERSONAL SERVICE TEMP	\$ 40,484		\$ 40,484
060-500601	BENEFITS	\$ 118,946		\$ 118,946
070-500700	IN-STATE TRAVEL	\$ 500		\$ 500
072-500569	GRANTS FEDERAL	\$ 6,000		\$ 6,000
	TOTAL EXPENDITURES	\$ 467,191	\$ 192,440	\$ 659,631

The funds in class 018 will be used to implement changes recommended by a management evaluation which was conducted by employees of the northeast branch of USDA Food and Nutrition Service.

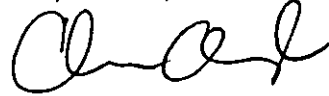
The funds in class 030 Equipment New/Replacement will be used to purchase a replacement refrigerated box truck complete with a lift gate and a replacement forklift. The current truck is a 2006 model and has over 250,000 miles. The current forklift is a 2002 model and is no longer functioning properly. Both the truck and the forklift will be turned in to Surplus Property and the proceeds from the sales will be put back into the Surplus Food Program.

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Accordingly, your consideration of our request is appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Charles M. Arlinghaus', written in a cursive style.

Charles M. Arlinghaus
Commissioner