



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

October 20, 2016
Division of Operations

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

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

[Signature]
Approved by Fiscal Committee Date 11/18/16

REQUESTED ACTION

Pursuant to Chapter 276:29, Laws of 2015, authorize the Department of Transportation to establish a new budget class in an accounting unit and to transfer \$805,100 between various accounts and classes effective upon the date of Fiscal Committee and the date of Governor and Council approval through June 30, 2017.

Account	Current Budget FY2017	Requested Change	Revised Budget FY2017
Consolidated Federal Aid			
Expenses:			
018 500106 Overtime	\$147,425	\$0	\$147,425
020 500200 Current Expense	237,194	0	237,194
022 500305 Rents-Leases Other than State	45,055	0	45,055
023 500291 Heat Electricity Water	108,009	0	108,009
025 500225 Maint Other than Build-Grn	225,734	0	225,734
026 500305 Organizational Dues	110,250	0	110,250
030 500311 Equipment New Replacement	238,293	0	238,293
037 500173 Technology-Hardware	2,000	0	2,000
038 500175 Technology-Software	99,012	805,000	904,012
039 500180 Telecommunications	4,975	0	4,975
046 500464 Consultants	50,830,435	(805,000)	50,025,435
049 500246 Transfer to Other State Agency	121,410	0	121,410
050 500109 Personal Services-Temp	142,328	0	142,328
050 500601 Benefits	15,739	0	15,739
066 500543 Employee Training	19,266	0	19,266
070 500704 In State Travel Reimbursement	291,730	0	291,730
080 500710 Out of State Travel Reimbursement	58,851	0	58,851
102 500731 Contracts for Program Services	20,000	0	20,000
103 502664 Contracts for Operational Services	284,967	0	284,967
400 500869 Construction Repair Materials	208,711,839	0	208,711,839
401 500877 Land Interest	99,709,932	0	99,709,932
Total	\$361,424,444	\$0	\$361,424,444
Source of Funds			
Revenue:			
000-409151 Federal Funds	\$334,443,192	\$0	\$334,443,192
005-402851 Private Local Funds	5,315,918	0	5,315,918

009-401771 Agency Income	4,065,146	0	4,065,146
000-000015 Highway Funds	17,600,188	0	17,600,188
Total	\$361,424,444	\$0	\$361,424,444

	Current Budget FY2017	Requested Change	Revised Budget FY2017
04-096-096-960315-3017			
Human Resources Bureau			
Expenses:			
010 500100 Personal Services - Permanent	\$583,314	\$0	\$583,314
018 500106 Overtime	2,000	0	2,000
020 500200 Current Expense	7,450	0	7,450
022 500255 Rents-Leases Other than State	3,045	0	3,045
039 500180 Telecommunications	7,000	0	7,000
050 500109 Personal Services-Temp	43,000	(100)	42,900
060 500601 Benefits	308,042	0	308,042
070 500704 In-State Travel Reimbursement	0	100	100
Total	\$953,851	\$0	\$953,851
Source of Funds			
Revenue:			
000-409151 Federal Funds	\$232,884	\$0	\$232,884
009-405698 Agency Income	11,932	0	11,932
000-000015 Highway Funds	709,035	0	709,035
Total	\$953,851	\$0	\$953,851

EXPLANATION

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

Consolidated Federal Aid (3054) 92.53% Federal Funds, 1.47% Private Local Funds, 1.12% Agency Income and 4.88% Highway Funds

Class 038 Increase Technology-Software by \$805,000 to cover maintenance and operation expenses for the Advanced Transportation Management System (ATMS) / Traveler Information System (TIS) approved through the Governor & Council process (G&C on 5/23/14, Item #101). Southwest Research Institute (SwRI) has been retained to develop the ATMS/TIS as well as host and provide maintenance / operations through May 2019. Originally requested as a Class 038 expense in AU 3052 (Transportation Safety and Mobility Operations), this request is to fund 100% Federal Funds in AU 3054 (Consolidated Federal).

Class 046 Decrease Consultants by \$805,000 to move necessary funds to the correct class line as this transfer will align expenditures to the proper class line per accounting policy. Consultant expenses will be managed to accommodate this request.

Human Resources Bureau (3017) 24.42% Federal Funds, 1.25% Agency Income and 74.32% Highway Funds

Class 050 Decrease Personal Service Temp Appoint by \$100. Personal Service Temp Appoint will be managed to accommodate this request.

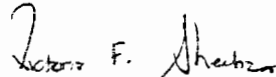
Class 070 Increase In-State Travel by \$100 to move necessary funds to cover the use of personal vehicles by HR staff due to the limited availability and high demand of pool cars to attend meetings / career fairs.

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).
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 Federal Funds, Private Local Funds, Agency Income 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?
Should funds lapse as a result of not approving this request for project funding, such funds will lapse to their respective account fund balances.
7. Are personal services involved?
The transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,



Victoria F. Sheehan
Commissioner