



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



23 Sam

Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

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

Bureau of Turnpikes
January 10, 2020

REQUESTED ACTION

Retroactive

Authorize the Department of Transportation to continue its membership and participation with the International Bridge, Tunnel and Turnpike Association (IBTTA) Washington DC, (Vendor No. 170743) by paying annual membership dues in the amount of \$36,313.00 for Calendar Year 2020 to be effective upon Governor and Council approval. 100% Turnpike Funds.

Funding is available as follows:

Table with 2 columns: Description and Amount. Row 1: 04-96-96-961017-70220000 Turnpike Administration FY 2020. Row 2: 026-500251 Membership Fees \$36,313.00

EXPLANATION

The IBTTA is a non-profit association created in 1932 to serve the collective and individual needs of toll-supported roads, tunnels and bridges. With headquarters in Washington DC, the IBTTA is a worldwide organization with member agencies in 20 countries. The IBTTA serves its members through continuing activities and functioning committees in the areas of administration, engineering, design, finance, law, maintenance, operations, public relations, risk management and government. Probably its most important contribution is the resource it provides to all members regarding toll operations and maintenance.

The Department of Transportation, Bureau of Turnpikes has been a member of the organization since 1985. All turnpike agencies and affiliated companies throughout the world are represented by membership in the Association.

The Department of Transportation has benefited greatly from its membership and our participation will continue to be an invaluable source of information relative to Turnpike operations. The IBTTA is also at the forefront in researching new and innovative methods of toll collection and operation, including electronic toll collection.

Membership dues are based on an agency's most recently completed fiscal year toll revenue and the computation invoice is attached for reference. On December 6, 2017, Governor & Council approved \$32,000.00 for the Calendar Year (CY) 2019 dues, based on an estimate made by the Department (G&C Item #1B). The invoice received on November 12, 2018 was for \$33,187.00. Only \$32,000.00 was paid and the IBTTA agreed to carry forward the balance of \$1,187.00 to CY 2020. The invoice for CY 2020 is \$35,126.00. A total of \$36,313.00 is due to the IBTTA. Both invoices are attached.

Membership in the IBTTA is on a calendar year basis, January 1 through December 31, and fees were invoiced during the month of November.

Listed below are answers to standard questions required for Governor and Council organization dues and membership approval submissions:

1. How long has this organization been in existence and how long has this agency been a member of this organization?

The IBTTA was created in 1932. The Department has been a member of IBTTA for 34 years, since 1985.

2. Is there any other organization, which provides the same or similar benefits that your agency belongs to?

There are no other organizations that provide these benefits to the Department for the toll industry in New Hampshire.

3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?

IBTTA is a worldwide organization with member agencies in 25 countries. Over 50 U.S. State agencies or toll and bridge authorities are members. The Department is the only NH State agency that is a member.

4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc)

Membership dues are based on an agency's most recently completed fiscal year toll revenue and the computation invoice is attached for reference.

5. What benefit does the state receive from participating in this membership?

The IBTTA serves its members through continuing activities and functioning committees in the areas of administration, engineering, design, finance, law, maintenance, operations, public relations, risk management and government. Probably its most important contribution is the resource it provides to all members regarding toll operations and maintenance.

6. Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail.

The IBTTA is at the forefront in researching new and innovative methods of toll collection and operation, including electronic toll collection. Materials are available through IBTTA publications, conferences and its website.

7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.

This membership is not required to receive federal grants, participate in licensing or certification of exams.

8. Is there any travel included with this membership fee? Explain in detail any travel including the number of employees involved, the number of trips, destination of known and purposes of membership-supported trips.

Travel costs are not included in this membership fee; however, the Bureau of Turnpikes has sent employees to IBTTA meetings in previous years. The trips are budgeted in the Bureau's out of state travel account. There are no immediate travel plans for Calendar Year 2020.

The Board meetings and conferences offer an invaluable opportunity to discuss and share ideas with industry leaders and industry experts on topic critical to tolling in New Hampshire, particularly when considering aspects such as Open Road Tolling and National Interoperability.

9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and /or officers of the organization.

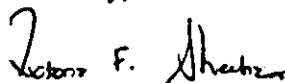
There are no state agency employees serving as board members.

10. Explain in detail any negative impact to the state if the Agency did not belong to this organization.

Should the Department no longer be a member with IBTTA, the Department will no longer receive timely information regarding the Toll Industry. Additionally, involvement with IBTTA helps the Department prepare for All Electronic Tolling (AET) at the Dover and Rochester Tolls. Membership allows the Department to learn from other toll authorities and agencies who have made the transition, especially with the increase workload on the E-ZPass Customer Service Center.

It is respectfully requested that this resolution be approved.

Sincerely,



Victoria F. Sheehan
Commissioner

Attachments



TOLLING. MOVING SMARTER.

1146 19th Street NW, Suite 600
Attn: Accounting
Washington, DC 20036

Membership Dues Invoice

INVOICE NUMBER: 2020-A-NA-039

DECEMBER 12, 2019

PAYMENT DUE: JANUARY 1, 2020

Primary Contact

Mr. John Corcoran
Administrator
New Hampshire Department of Transportation - Bureau of Turnpikes
P. O. Box 2950
Concord, NH 03302-2950
United States

DUES YEAR	DESCRIPTION	TOLL REVENUE	TOTAL DUES
2020	IBTTA Active (Operator) Member Annual Dues (complete computation on next page to determine dues amount)	\$ 131M	\$ 35,126
TOTAL AMOUNT DUE			\$ 35,126

Your dues payment for 2019 was \$32,000.

Payment Options and Instructions

Payment by Check

Mail check made payable to **IBTTA** and mail to:
IBTTA
Attn: Accounting
1146 19th Street NW, Suite 600
Washington, DC 20036

Payment by Credit Card

An additional 4% administrative fee will be added to credit card charge.

For payment assistance,
contact Harry Smith at hsmith@ibtta.org or
202.659.4620 x10

Payment by Wire Transfer

Reference: **IBTTA**

Send to **PNC Bank**
1800 M Street, N.W.
Washington, DC 20036 USA

Account: 5303670856
ABA: 031000053
ACH: 054000030

Swift Code: **PNCCUS 33** (If International)

Must be in US funds and drawn on a US Bank.
Payor must bear all bank charges.

IMPORTANT TAX INFORMATION ABOUT YOUR IBTTA DUES PAYMENT

Membership dues, contributions or gifts made to IBTTA are not deductible as charitable contributions for U.S. Federal income tax purposes. Membership dues are deductible for most U.S. members of a trade association under Section 162 of the U.S. Internal Revenue Code as an ordinary and necessary business expense. In addition, we are required to notify you each year the portion of your dues that is allocated to lobbying expenses and is therefore not deductible as a business expense for U.S. income tax purposes. In 2020, 94% of your dues contribution may be deductible as a business expense. These laws apply only to tax-paying organizations in the United States. IBTTA TAX ID # 53-0259945

Thank you for supporting IBTTA. We're looking forward to working together in 2020!



TOLLING. MOVING SMARTER.

Instructions for Calculating 2020 Active Member Dues

To determine correct dues amount, IBTTA has developed a simple "one step" Dues Calculation Tool that will do all of the math for you. Enter agency's total toll revenue from its last complete fiscal year. Dues rates will be provided for agencies both within North America and outside North America.

OR

Complete the calculation below and return it with your dues payment by January 1, 2020. Please use your total toll revenue from your last complete fiscal year (year ended prior to January 1, 2020) as the basis of your calculation.

Fiscal year ended: 06/30/19 (mm/dd/yy)

STEP 1: Enter Total Toll Revenue \$ 131,346,635

STEP 2: Enter Excess toll revenue from Column D \$ 6,346,635

STEP 3: Multiply by appropriate factor in Column C X .00005143

Calculate Sub-Total \$ 326

STEP 4: Add Base Dues from Column B +\$ 34,800

STEP 5: Calculate Total Dues \$ 35,126 (Round off cents)
 (Maximum Dues: \$55,000 for Agencies Inside North America)
 (Maximum Dues: \$20,300 for Agencies Outside North America)

Inside North America

(A)	(B)	(C)	(D)
Agency Toll Revenues (in US \$)	Base Dues	Factor	Toll Revenue in Excess of
\$0 - \$25 million	\$ 2,440	0.00075440	\$0 (you will enter your total toll revenue)
\$25 million - \$50 million	\$ 21,300	0.00026800	\$25 million
\$50 million - \$75 million	\$ 28,000	0.00011600	\$50 million
\$75 million - \$100 million	\$ 30,900	0.00008000	\$75 million
\$100 million - \$125 million	\$ 32,900	0.00007600	\$100 million
\$125 million - \$300 million	\$ 34,800	0.00005143	\$125 million
\$300 million - \$700 million	\$ 43,800	0.00000600	\$300 million
\$700 million - \$1500 million	\$ 46,200	0.00000700	\$700 million
\$1500 million - \$2000 million	\$ 51,800	0.00000640	\$1500 million
Over \$2000 million (Maximum Dues Amount)	\$ 55,000		

Outside North America

(A)	(B)	(C)	(D)
Agency Toll Revenues (in US \$)	Base Dues	Factor	Toll Revenue in Excess of
\$0 - \$25 million	\$ 2,440	0.00032840	\$0 (you will enter your total toll revenue)
\$25 million - \$50 million	\$ 10,650	0.00013400	\$25 million
\$50 million - \$75 million	\$ 14,000	0.00005800	\$50 million
\$75 million - \$100 million	\$ 15,450	0.00004000	\$75 million
\$100 million - \$125 million	\$ 16,450	0.00003800	\$100 million
\$125 million - \$300 million	\$ 17,400	0.00001657	\$125 million
Over \$300 million (Maximum Dues Amount)	\$ 20,300		



TOLLING. MOVING SMARTER.
1146 19th Street NW, Suite 600
Washington, DC 20036

Membership Dues Invoice

INVOICE NUMBER: 2019-A-NA-042 ✓

RECEIVED
FINANCE AND CONTRACTS

November 12, 2018 ✓

FEB 11 2019

PAYMENT DUE: JANUARY 1, 2019

Primary Contact
Mr. John Corcoran
Administrator
New Hampshire Department of Transportation - Bureau of Turnpikes
P. O. Box 2950
Concord, NH 03302-2950 UNITED STATES

NH DEPT OF TRANSPORTATION

PAYMENT INSTRUCTIONS

Please return this invoice with your check made payable to IBTTA to the address above or contact Harry Smith at 202.659.4620 x10 for wire transfer information or credit card payment. An additional 4% administrative fee will be added to credit card charge.

Instructions for Calculating 2019 Active Member Dues

Please use this simplified Dues Calculator to determine your 2019 dues or complete the calculation below and return this sheet with your dues payment by January 1, 2019. You will need to state and use your total toll revenue from your last complete fiscal year (year ended prior to January 1, 2019) as the basis of your calculation.

Fiscal year ended: 06/30/18 (mm/dd/yy)

STEP 1: Enter Total Toll Revenue \$ 129,362,973
STEP 2: Enter Excess toll revenue from Column D \$ 4,362,973
STEP 3: Multiply by appropriate factor in Column C X 0.0004286
Calculate Sub-Total \$ 186.99
STEP 4: Add Base Dues from Column B +\$ 33,000.00
STEP 5: Calculate Total Dues
(Maximum Dues: \$47,500) \$ 33,187 (Round off cents)

PAID \$32,000.00
check # 2579310
Voucher 56493

Inside North America

(A)	(B)	(C)	(D)
Agency Toll Revenues (in US \$)	Base Dues	Factor	Toll Revenue in Excess of
\$0 - \$25 million	\$ 2,350	0.00071800	\$0 (you will enter your total toll revenue)
\$25 million - \$50 million	\$ 20,300	0.00024800	\$25 million
\$50 million - \$75 million	\$ 26,500	0.00011200	\$50 million
\$75 million - \$100 million	\$ 29,300	0.00008000	\$75 million
\$100 million - \$125 million	\$ 31,300	0.00006800	\$100 million
\$125 million - \$300 million	\$ 33,000	0.00004286	-\$125 million - v.
\$300 million - \$700 million	\$ 40,500	0.00000375	\$300 million
\$700 million - \$1500 million	\$ 42,000	0.00000438	\$700 million
\$1500 million - \$2000 million	\$ 45,500	0.00000400	\$1500 million
Over \$2000 million (Maximum Dues Amount)	\$ 47,500		

2/12/19

DUES YEAR	DESCRIPTION	Toll Revenue	Total Dues
2019	*IBTTA Active Member Dues (complete computation above to determine dues amount)	\$ 129 M	\$ 33,187

Note: #32,000.00 approved by GAC ✓ Your dues payment last year was \$30,090.

IMPORTANT TAX INFORMATION

*ABOUT YOUR IBTTA DUES PAYMENT

Contributions or gifts made to IBTTA are not deductible as charitable contributions for U.S. Federal income tax purposes. Membership dues are deductible for most U.S. members of a trade association under Section 162 of the U.S. Internal Revenue Code as an ordinary and necessary business expense. In addition, we are required to notify you each year the portion of your dues that is allocated to lobbying expenses and is therefore not deductible as a business expense for U.S. income tax purposes. In 2019, 94% of your dues contribution may be deductible as a business expense. These laws apply only to tax-paying organizations in the United States. IBTTA TAX ID # 53-0259945

at 1.197.00 to be paid in FY2020 ✓ MSB 2-8-19

Thank you for supporting IBTTA. We're looking forward to working together in 2019!

Handwritten signature and date 2-1-19



Report Date : 09/18/2019
Time : 11:41:28AM

NEW HAMPSHIRE DOT



Report No: HOST0836

TRAFFIC AND REVENUE SUMMARY REPORT

Reporting Period From: 8/1/2019 To: 8/30/2019

Parameters selected: Revenue Day From: 8/1/2019 To: 8/30/2019 Plaza: ALL

System Total

TRAFFIC

Class (A)	Start Date to End Date				Start Date Fiscal Year Begin to End Date			
	This Year (B)	Last Year (C)	Difference (D)	% Change (E)	This Year (F)	Last Year (G)	Difference (H)	% Change (I)
Unknown	631,458	644,001	(12,543)	(1.95)	6,701,416	5,970,895	730,521	12.23
1	9,787,283	9,780,726	6,557	0.07	108,806,365	108,080,530	725,835	0.67
2	68,893	73,547	(4,654)	(6.33)	557,421	545,136	12,285	2.25
3	52,559	54,991	(2,432)	(4.42)	447,775	422,504	25,271	5.98
4	1,929	3,945	(2,016)	(51.10)	39,302	19,475	19,827	101.81
5	188,019	196,194	(8,175)	(4.17)	2,170,114	2,196,035	(25,921)	(1.18)
6	50,250	50,845	(595)	(1.17)	564,231	561,238	2,993	0.53
7	48,019	52,338	(4,319)	(8.25)	526,262	533,209	(6,947)	(1.30)
8	264,648	271,866	(7,218)	(2.65)	3,077,577	3,062,127	15,450	0.50
9	62,009	67,236	(5,227)	(7.77)	747,574	718,996	28,578	3.97
10	2,694	2,710	(16)	(0.59)	36,430	23,832	12,598	52.86
11	1,124	1,116	8	0.72	16,138	7,386	8,752	118.49
12	469	1,241	(772)	(62.21)	9,209	3,870	5,339	137.96
Total	11,159,354	11,200,756	(41,402)	(0.37)	123,699,814	122,145,233	1,554,581	1.27
Cars (0-4)	10,542,122	10,557,210	(15,088)	(0.14)	116,552,279	115,038,540	1,513,739	1.32
Trucks (5-12)	617,232	643,546	(26,314)	(4.09)	7,147,535	7,106,693	40,842	0.57
Total	11,159,354	11,200,756	(41,402)	(0.37)	123,699,814	122,145,233	1,554,581	1.27
Non-Revenue	51,133	51,625	(492)	(0.95)	617,077	626,535	(9,458)	(1.51)

REVENUE

	Start Date to End Date				Start Date Fiscal Year Begin to Selected End Date			
	This Year (B)	Last Year (C)	Difference (D)	% Change (E)	This Year (F)	Last Year (G)	Difference (H)	% Change (I)
Cash Revenue	\$2,388,275.72	\$2,544,022.32	(\$155,746.59)	(6.12)	\$25,986,924.93	\$27,901,747.45	(\$1,914,822.51)	(6.86)
E-ZPass Revenue	\$9,101,108.36	\$9,318,721.56	(\$217,613.20)	(2.34)	\$102,936,915.32	\$99,484,196.84	\$3,452,718.48	3.47
Violation Tolls	\$143,836.59	\$260,708.58	(\$116,871.99)	(44.83)	\$2,422,794.34	\$1,977,028.37	\$445,765.97	22.55
Total	\$11,633,220.68	\$12,123,452.46	(\$490,231.78)	(4.04)	\$131,346,634.59	\$129,362,972.66	\$1,983,661.94	1.53

Notes:

1. E-ZPass Revenue - Source : ACS Report Q15
2. Violation Tolls - Source : ACS Report 38
3. Traffic is based on revenue day (11:45 pm to 11:45 pm)
4. 'Unknown' class is indicated for no transponder reads.
5. Class is based on the Toll Collector/AVI classification.
6. Retail Sales revenue is not included in the cash revenue on this report.
7. The class will not be listed in column A if there is no data.