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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

December 31, 2013
Project Development Division

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

Dutton
Approved by Fiscal Committee 1/10/14
Date

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

REQUESTED ACTION

Pursuant to Chapter 144:95, Laws of 2013, authorize the Department of Transportation to establish various non-budgeted classes in various accounting units and to transfer \$257,475 between Highway Fund accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2014.

04-096-096-963515-3054	Current Budget FY2014	Requested Change FY2014	Revised Budget FY2014
Consolidated Federal			
Expenses:			
018 500106 Overtime	\$190,857	\$0	\$190,857
020 500200 Current Expense	198,182	0	198,182
022 500255 Rents-Leases Other than State	28,118	0	28,118
023 500291 Heat, Electricity, Water	76,307	0	76,307
024 500225 Maint. Other than Bldg-Grounds	185,034	0	185,034
025 506467 State Owned Equipment Usage	44,418	0	44,418
026 500251 Organizational Dues	105,250	0	105,250
030 500311 Equipment	188,310	0	188,310
038 500175 Technology - Software	0	85,900	85,900
039 500180 Telecommunications	1,500	0	1,500
041 500801 Audit Fund Set Aside	395,560	0	395,560
046 500463 Consulting	61,102,437	0	61,102,437
049 500294 Transfer to Other State Agency	121,410	0	121,410
050 500109 Personal Services - Temporary	354,749	0	354,749

052 500104 Masters FICA	1,706	0	1,706
060 500601 Benefits	65,888	0	65,888
066 500545 Employee Training	19,266	0	19,266
070 500704 In-State Travel	226,805	0	226,805
080 500710 Out of State Travel	29,591	0	29,591
400 500870 Construction-Repairs & Materials	270,679,259	(85,900)	270,593,359
401 500877 Land Interest	92,560,644	0	92,560,644
Total	\$426,575,291	\$0	\$426,575,291
Source of Funds			
Revenue:			
000 409151 Federal Funds	\$414,145,648	\$0	\$414,145,648
005 402851 Private Local Funds	8,349,622	0	8,349,622
000 000015 Highway Fund	4,080,021	0	4,080,021
Total	\$426,575,291	\$0	\$426,575,291

04-096-096-960515-3005	Current Budget FY2014	Requested Change	Revised Budget FY2014
Mechanical Services			
Expenses:			
010 500100 Personal Services – Permanent	\$3,298,690	\$0	\$3,298,690
017 500147 FT Employees Special Pay	20,160	0	20,160
018 500106 Overtime	54,999	0	54,999
019 500105 Holiday pay	1,801	0	1,801
020 500200 Current Expense	8,254,604	0	8,254,604
022 500255 Rents-Leases Other than State	26,618	0	26,618
023 500291 Heat, Electricity, Water	54,182	0	54,182
024 500225 Maint. Other than Bldg-Grounds	169,761	0	169,761
026 500251 Organizational Dues	500	0	500
028 500292 Transfer to General Services	315,358	0	315,358
030 500301 Equipment New Replacement	4,887,331	0	4,887,331
037 500174 Technology-Hardware	43,098	(25,000)	18,098
038 500175 Technology-Software	85,000	25,000	110,000
039 500180 Telecommunications	34,484	0	34,484
046 500463 Consultants	199	0	199
047 500240 Own Forces Maint Bldgs & Grnds	20,231	0	20,231
048 500226 Contractual Maint Bldgs & Grnds	7,000	0	7,000
050 500109 Personal Service Temp	199	0	199
057 500535 Books Periodicals Subscriptions	813	0	813
060 500601 Benefits	2,102,829	0	2,102,829
066 500543 Employee Training	50,400	0	50,400
070 500704 In-State Travel Reimbursement	1,500	0	1,500
080 500710 Out of State Travel	4,900	0	4,900
103 500741 Contracts for Op Services	17,730	0	17,730
Total	\$19,452,387	\$0	\$19,452,387

Source of Funds			
Revenue:			
004 403631 Intra Agency Transfer	\$630,752	\$0	\$630,752
009 405698 Agency Income	327,441	0	327,441
000 000015 Highway Fund	18,494,194	0	18,494,194
Total	\$19,452,387	\$0	\$19,452,387

04-096-096-962515-2944	Current Budget FY2014	Requested Change	Revised Budget FY2014
SPR Planning Funds			
Expenses:			
018 500106 Overtime	100,000	0	100,000
020 500200 Current Expense	45,950	0	45,950
024 500225 Maint Other than Build-Grn	4,000	0	4,000
030 500311 Equipment New Replacement	249,555	0	249,555
037 500174 Technology- Hardware	114,550	0	114,550
038 500175 Technology-Software	227,800	0	227,800
039 500180 Telecommunications	2,000	0	2,000
046 500463 Consultants	3,896,670	(146,575)	3,750,095
050 500109 Personal Services – Temp	40,000	35,000	75,000
060 500601 Benefits	22,840	2,700	25,540
070 500704 In-State Travel Reimbursement	1,700	0	1,700
072 500575 Grants Federal	4,792,066	108,875	4,900,941
081 509081 Out of State Travel Fed Reim	12,000	0	12,000
Total	\$9,509,131	\$0	\$9,509,131
Source of Funds			
Revenue:			
000 409080 Federal Funds	\$4,062,281	\$0	\$4,062,281
000 409151 Federal Funds	5,446,850	0	5,446,850
Total	\$9,509,131	\$0	\$9,509,131

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 (3054) – 97.09% Federal Funds, 1.95% Private Local Funds, 0.96% Highway Funds

Class 038 Increase Technology - Software by \$85,900 to align appropriation to correct class for the purchase of computer software maintenance as part of an existing contract with Delcan and AASHTOWare Safety Analyst software.

Class 400 Decrease Construction Repair Material by \$85,900 to align appropriation to correct class to purchase necessary computer software maintenance and AASHTO software.

Mechanical Services (3005) – 3.24% Intra Agency Transfer, 1.68% Agency Income, 95.08% Highway Funds

Class 037 Decrease Technology - Hardware by \$25,000 to align appropriation to correct class for a vendor review of the configuration and utilization of the existing Fleet Management System software to improve reporting capabilities and management of the fleet.

Class 038 Increase Technology - Software by \$25,000 to align appropriation to correct class for a vendor review of the configuration and utilization of the existing Fleet Management System software to improve reporting capabilities and management of the fleet.

SPR Planning Funds (2944) – 100% Federal Funds

Class 046 Decrease Consultants by \$146,575 to align appropriation to correct class. Consultant appropriations will not be utilized to the extent appropriated as the balance forward from fiscal year 2013 was budgeted as consultants and should have been budgeted as Federal Grant pass through funds.

Class 050 Increase Personal Services – Temp by \$35,000 to complete Federal Form 536, GIS documentation, STIP and TYP testing and implementation in STYP-RMS, STIP and TYP documentation. These functions will utilize current temporary personnel.

Class 060 Increase Benefits by \$2,700 as needed for additional class 050 expenses.

Class 072 Increase Grants Federal by \$108,875 to align appropriation to correct class for a pass thru contract with the University of New Hampshire to assist local communities and organizations throughout the State in a variety of transportation related programs.

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 is Federal Funds, Private Local Funds, Intra Agency Transfer, Highway Funds and Agency Income.

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,

Handwritten signature of Christopher D. Clement, Sr. in black ink.

Christopher D. Clement, Sr.
Commissioner

