



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
25 Capitol Street - Room 120
Concord, New Hampshire 03301

108
m.c.

Charles M. Arlinghaus
Commissioner
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May 22, 2020

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.

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 accept and expend State Administrative Expense (SAE) reallocation grant funds in the amount of \$215,000.00 from U.S. Department of Agriculture (USDA), effective upon Fiscal Committee and Governor and Council approval through June 30, 2021. **100% Federal Funds.**

Funds are to be budgeted in the account # 01-14-14-141710-51320000

Class	Description	Current Budget	Change	Revised Budget
000-404354	STATE ADMIN EXPENSE FUNDS	(\$185,314.00)	(\$215,000.00)	(\$400,314.00)
020-500200	CURRENT EXPENSES	\$92,476.00		\$92,476.00
030-500320	EQUIPMENT	\$59,608.00	\$215,000.00	\$274,608.00
038-509038	TECHNOLOGY - SOFTWARE	\$17,774.00		\$17,774.00
039-500180	TELECOMMUNICATIONS	\$154.00		\$154.00
041-500801	AUDIT FUND SET ASIDE	\$300.00		\$300.00
050-500117	PERSONAL SERVICE TEMP	\$8,446.00		\$8,446.00
060-500601	BENEFITS	\$254.00		\$254.00
080-500710	OUT-OF-STATE TRAVEL	\$6,302.00		\$6,302.00
	TOTAL EXPENDITURES	\$185,314.00	\$215,000.00	\$400,314.00

EXPLANATION

The Federal Government through the U.S. Department of Agriculture (USDA) provides funding annually to states 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 USDA has authorized \$215,000 of reallocation funds to support the SAE funds. These funds will be used to purchase a replacement 26 foot refrigerated box truck complete with a power lift gate and pull out rail to distribute food to eligible recipients throughout the state. The current truck is a 2006 model, has over 285,000 miles, is unreliable and the attached lift gate is no longer operational. The current truck will be turned in to Surplus Property and the proceeds from the sales will be put back into the Surplus Food Program.

The funds in class 030 Equipment New/Replacement will be used to purchase a new truck and lift/rail gate

Accordingly, your consideration of our request is appreciated.

Respectfully Submitted,



Charles M. Arlinghaus
Commissioner

1. GRANTOR AGENCY: USDA - Food and Nutrition Service	2. APPROPRIATION: See below under Appropriation column
3. NH SURPLUS DISTRIBUTION S DEPT OF ADMINISTRATIVE SERVICES CONCORD NH 03301 VENDOR NO. S3393901 000	4. TITLE OF GRANT: Child Nutrition (2 Year)
5. APPORTIONMENT YEAR: 2019 GAD NUMBER: 4NH300317 AMENDMENT: 008	6. ESTIMATED ANNUAL GRANT AWARD:
7. GRANT PERIOD FROM: 10/01/2018 GRANT PERIOD TO: 09/30/2020	

APPROPRIATION	FAIN	ACCOUNT ID	PCA TITLE	CFDA NO.	PREVIOUS LEVEL	INCREASE/DECREASE	CURRENT LEVEL
128/93539	194NH317N2535	201918N253544	- CNP SAE- FD (O)	10.560	\$40,400.00	\$0.00	\$40,400.00
129/03539	194NH317N2535	201919N253544	- CNP SAE- FD (O)	10.560	\$84,478.00	\$215,000.00	\$299,478.00
Total:					\$124,878.00	\$215,000.00	\$339,878.00

9. SPECIAL INSTRUCTIONS/COMMENTS

Please note that the Financial Official (FO) assigned by the above grantee organization is responsible for maintaining valid banking information for this grant. This includes certifying that correct routing and transit numbers(ABA/RTN) and bank account numbers have been entered into the ASAP.gov payment system. The Food and Nutrition Service and the United States Treasury are not responsible for a misdirected payment in the event that the PO entered the incorrect ABA/RTN or bank account number information.

10. AUTHORIZATION ALLOWANCE HOLDER (DESIGNEE) Food and Nutrition Service Northeast Regional Office 10 Causeway Street, Room 501 Boston MA 02222 Telephone: 617-565-5300	SIGNATURE: - Electronically Signed by - JOHN PEDICINI	
	DATE: 05/13/2020	TELEPHONE NO: 617-565-6435