



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

Bureau of Turnpikes
November 24, 2014

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

REQUESTED ACTION

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 \$29,559.00 for Calendar Year 2015 to be effective upon Governor and Council approval. 100% Turnpike Funds.

Funding is available as follows:

04-96-96-961017-7022	<u>FY 2015</u>
Turnpike Administration	
026-500251 Organizational Dues	\$29,559.00

EXPLANATION

The IBTTA is a non-profit association created in 1933 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 over 250 member agencies in 26 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 and is represented on several of the committees. All turnpike agencies and affiliated companies throughout the world are represented by membership in the Association. The Turnpike Administrator presently serves on the Board of Directors for IBTTA.

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.

Membership in the IBTTA is on a calendar year basis, January 1 through December 31, and fees are invoiced during the month of November. In response to the Governor's Executive Order 2008-11, directing Executive Branch spending reductions, the Department has evaluated all organizational memberships to determine whether each is essential to the core mission of the Department. Membership in the IBTTA is considered essential for the reasons cited above.

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 1933. The Department has been a member of IBTTA for 29 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 over 250 member agencies in 26 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 does send employees to IBTTA meetings during the year. The trips are budgeted in the Bureau's out of state travel account.

The Administrator of Turnpikes sits on the Board of Directors for IBTTA. The IBTTA requires Board members to attend the 3 primary Board meetings that occur in January, April and September. The September 2014 board meeting was held in Austin TX, in conjunction with the IBTTA Annual Meeting. The January 2015 board meeting will be held in Miami FL, the April 2015 meeting will be held in Portland OR, and the September 2015 meeting will be held in Dublin, Ireland. The Administrator is the only employee attending these meetings.

The Administrator and Assistant Administrator also plan to attend the IBTTA Summit on All-Electronic Tolling, Managed Lanes, and Interoperability in July 2015, which will be held in Miami, FL.

The Assistant Administrator has been selected to attend IBTTA Leadership Academy (a training event) in February 2015 that is being held in Washington, DC.

The IBTTA Board (comprised of Executive Directors of Turnpike Authorities worldwide) is debating national interoperability (the ability for drivers to pay tolls, and States to collect tolls, in all 50 States), which is the most pressing issue facing the toll industry. The Board sets the strategic direction for the Association and discusses pertinent topics of significance to the transportation and the toll industry, such as advancements in technology, customer service issues, funding and finance, and communication.

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 All Electronic Tolling.

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.

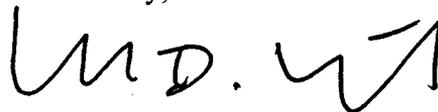
The Administrator of Turnpikes currently serves on the Board of Directors.

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, the recent advancements regarding the successful implementation of Open Road Tolling in Hampton and Hooksett and improvements in the violation enforcement system would not have been possible without involvement in IBTTA.

It is respectfully requested that this resolution be approved.

Sincerely,

A handwritten signature in black ink, appearing to read "C.D. Clement, Sr.", with a stylized flourish at the end.

Christopher D. Clement, Sr.
Commissioner

Attachment



Membership Dues Invoice

INVOICE NUMBER: 2015-A-NA-036

TOLLING. MOVING SMARTER.

1146 19th Street NW, Suite 600
 Attn: Accounting
 Washington, DC 20036
 Phone 202.659.4620 Fax 202.659.0500

Date: November 7, 2014

Attn: Mr. Christopher Waszczuk
 Administrator
 New Hampshire Department of Transportation - Bureau of Turnpikes
 P. O. Box 2950
 Concord, NH 03302-2950
 UNITED STATES

PAYMENT INSTRUCTIONS

BY CHECK: Please return this invoice with your check made payable to IBTTA to the address above.

By WIRE TRANSFER: Please contact Harry Smith at 202.659.4620 x10 for wire transfer information.

PAYMENT DUE JANUARY 1, 2015

Instructions for Calculating 2015 Active Member Dues

Please complete the calculation below and return it with your dues payment by January 1, 2015. You will need to state and use your **total toll revenue** from your last complete fiscal year (year ended prior to January 1, 2015) as the basis of your calculation.
 Fiscal year ended: 06/30/2014 (mm/dd/yyyy)

STEP 1:	Enter Total Toll Revenue	\$	117,652,215.56	
STEP 2:	Enter Excess toll revenue from Column D	\$	17,652,215.56	
STEP 3:	Multiply by appropriate factor in Column C	X	0.00006000	
	Calculate Sub-Total	\$	1,059.13	
STEP 4:	Add Base Dues from Column B	+\$	28,500.00	
STEP 5:	Calculate Total Dues (Maximum Dues: \$35,000)	\$	29,559	(Round off cents)

Inside North America

(A)	(B)	(C)	(D)
Agency Toll Revenues (in US \$)	Base Dues	Factor	Toll Revenue in Excess of
\$0 - \$25 million	\$2,200	0.00065200	\$0 (you will enter your total toll revenue)
\$25 million - \$50 million	\$18,500	0.00022000	\$25 million
\$50 million - \$75 million	\$24,000	0.00010000	\$50 million
\$75 million - \$100 million	\$26,500	0.00008000	\$75 million
\$100 million - \$125 million	\$28,500	0.00006000	\$100 million
\$125 million - \$300 million	\$30,000	0.00002857	\$125 million
Over \$300 million (Maximum Dues Amount)	\$35,000		

DUES YEAR	DESCRIPTION	Toll Revenue	Total Dues
2015	*IBTTA Active Member Dues (complete computation above to determine dues amount)	\$	\$ 29,559

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 2015, 90% 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 2015!