



State of New Hampshire

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DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

November 20, 2015

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

Requested Action

1. Pursuant to RSA 14:30-a, VI authorize the Department of Safety, Division of State Police, to accept and expend \$165,975.00 of federal funds from the NH Highway Safety Agency, entitled NH State Police Virtual Private Network (VPN) Installation to provide assistance to departments in designing, configuring, and deploying a VPN solution. Effective upon Fiscal Committee and Governor and Council approvals through September 30, 2016. Funding Source: 100% Agency Income.

2. Pursuant to RSA 124:15, authorize the Department of Safety, Division of State Police, to establish class 046 consultant positions for the purpose of providing assistance to departments in designing, configuring, and deploying a VPN solution. Effective upon Fiscal Committee and Governor and Council approvals through September 30, 2016. Funding Source: 100% Agency Income.

Funds are to be budgeted in the account titled:

02-23-23-234010-22110000 Dept. of Safety – Division of State Police – Highway Safety Equipment and Training Grants
Amount: \$165,975.00

Class	Description	<u>Current Estimated</u>		<u>Requested Action</u>	<u>Revised Adjusted</u>	
		Adjusted	Authorized		Authorized	
009-405921	Agency Income	\$	(405,787.68)	\$ (165,975.00)	\$	(571,762.68)
018-500106	Overtime	\$	2,000.00	\$ -	\$	2,000.00
019-500105	Holiday Pay	\$	1,000.00	\$ -	\$	1,000.00
020-500221	Current Expenses	\$	0.22	\$ -	\$	0.22
030-500311	Equipment	\$	0.41	\$ -	\$	0.41
039-500180	Telecommunications	\$	0.60	\$ -	\$	0.60
040-500800	Indirect Cost	\$	21,705.95	\$ 18,949.00	\$	40,654.95
046-500465	Consultants	\$	218,366.50	\$ 147,026.00	\$	365,392.50
059-500117	Temp - Full Time	\$	105,513.00	\$ -	\$	105,513.00
060-500602	Benefits	\$	57,201.00	\$ -	\$	57,201.00
	Total	\$	405,787.68	\$ 165,975.00	\$	571,762.68

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
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November 20, 2015
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Explanation

The State Police VPN Installation Assistance grant will be used to fund the hiring of a contractor with network security experience to provide assistance to departments in designing, configuring, and deploying a VPN solution. The move to VPN will expand the ability of more law enforcement agencies to take advantage of the J-One network, which includes electronic citations (E-citations) and the electronic crash records management system (eCrash). The VPN is the communications backbone of the criminal justice system in the State.

The goal with the VPN is to increase the speed and accuracy of the reporting as well as the accuracy of the reporting by capturing the data at the sources, as quickly after the event as possible, and moving it electronically through the system with a minimum of manual re-keying. This should enhance both highway and public safety and be an effective use of resources.

The funds are to be budgeted as follows:

Funds in class 040 are needed to pay indirect costs to Administrative Services on all eligible expenses.

Funds in class 041 are not appropriated because the department that receives the Federal grant from the federal granting agency is responsible for paying the audit fund set aside.

Funds in class 046 are needed to hire the contractor to provide assistance in designing, configuring, and deploying a VPN solution.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

- 1) List of personnel involved: *Temporary consultants*
- 2) Nature, Need, and Duration: *The temporary consultants will provide for the increased need for subject matter experts beyond the limited resources of in-house personnel in the design, configuration, and deployment of the VPN solution.*
- 3) Relationship to existing agency programs: *Expands the capacity to achieve missions within the Division of State Police and other projects directly related to the particular project.*
- 4) Has a similar program been requested of the legislature and denied? *No.*
- 5) Why wasn't funding included in the agency's budget request? *It was unclear at that time that there would be a potential need for consultants to complete these tasks.*
- 6) Can portions of the grant funds be utilized? *This request is 100% federally funded.*
- 7) Estimate the funds required to continue this position(s): *The temporary consulting positions are estimated at \$147,026.00.*

In the event that Agency Income becomes no longer available General and/or Highway funds will not be requested to support this program.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety

Department of Safety
Highway Safety Equipment and Training Grants
Fiscal Situation

02-23-23-234010-22110000

SFY 2016

Federal Funds Awarded:

FFY 2015 Grant - VPN Installation Assistance - 11/15/2014 - 9/30/2015	\$143,881.00
FFY 2015 Grant - NHSP CRMS Grant - 2/1/2015- 9/30/2015	\$149,518.40
FFY 2016 Grant - NH State Police Captain Position - 10/1/2015- 9/30/2016	\$165,714.00
FFY 2016 Grant - NH State Police VPN Installation - 10/1/2015- 9/30/2016	\$165,977.65
Total Grant Funds Awarded	\$625,091.05

Less SFY 2015 expenses on FFY 2015 Grants	(\$53,327.50)
Less Balance of FFY 2014 Grants Budgeted in SFY15 Completed	\$0.00
Total	(\$53,327.50)

Net Grant Funds Remaining as of July 1, 2015 (SFY 2016) \$571,763.55

Less SFY 2016 Appropriation including prior year encumbrances 02-23-23-234010-22110000	(\$240,073.68)
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Additional Funds accepted through G&C SFY 2016	(\$165,714.00)
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Grant Funds Available \$165,975.87

This Request \$165,975.00

**CONTRACTUAL AGREEMENT
FOR HIGHWAY SAFETY PROJECT GRANT**

For HSA Use Only

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

Date Received October 28, 2014	Project Number #310-15S-002
Date Approved October 28, 2014	PSP and Task # 15-04, 05

Part I

1. Project Title VPN Installation Assistance	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant	
A. Name of Agency DUNS Number 060340564 NH Department of Safety Division of State Police	B. Address of Agency 33 Hazen Drive Concord NH 03305-0011
C. Government Unit (Check One) <input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301

4. Contract Duration	Functional Area M3DA - 405c Data Program
A. Contract Period	CFDA# 20.616
Start Date: November 15, 2014	Program Title Traffic Safety Info System Improvement Grant
Termination Date: September 30, 2015	Funding Source National Highway Traffic Safety Administratio

6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit	\$13,009.00	\$13,009.00			
e. Contractual Services	\$130,872.00	\$130,872.00			
f. Other					
Total Estimated Costs Including Non-Federal Share	\$143,881.00	\$143,881.00			

7. Local Benefit: It is anticipated that the federal share for local benefit will be: <u>0%</u> (\$0.00)
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**CONTRACTUAL AGREEMENT
FOR HIGHWAY SAFETY PROJECT GRANT**

For HSA Use Only

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

Date Received December 23, 2014	Project Number 310-15S-005
Date Approved December 23, 2014	PSP and Task # 15-04, 08

Part I

1. Project Title NH State Police Crash Records Management System	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant:	
A. Name of Agency DUNS Number 060340564 NH Department of Safety Division of State Police	B. Address of Agency 33 Hazen Drive Concord NH 03305-0011
C. Government Unit (Check One) <input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301

4. Contract Duration A. Contract Period Start Date: February 1, 2015 Termination Date: September 30, 2015	Functional Area K9 - 408 Data Program Incentive CFDA# 20.610 Program Title Traffic Safety Info System Improvements Grant Funding Source National Highway Traffic Safety Administration
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6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit	\$13,518.40	\$13,518.40			
e. Contractual Services	\$136,000.00	\$136,000.00			
f. Other					
Total Estimated Costs Including Non-Federal Share	\$149,518.40	\$149,518.40			

7. Local Benefit It is anticipated that the federal share for local benefit will be: <u>100%</u> (\$149,518.40)

**CONTRACTUAL AGREEMENT
FOR HIGHWAY SAFETY PROJECT GRANT**

For HSA Use Only

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

Date Received September 29, 2015	Project Number #300-16S-002
Date Approved September 29, 2015	PSP and Task # 16-08, 01

Part I

1. Project Title NH State Police Captain Position	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant A. Name of Agency DUNS Number 060340564 NH Department of Safety	B. Address of Agency 33 Hazen Drive Concord NH 03305-0011
C. Government Unit (Check One) <input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301

4. Contract Duration A. Contract Period Start Date: October 1, 2015 Termination Date: September 30, 2016	Functional Area PA - Planning & Administration CFDA# 20.600 Program Title State & Community Highway Safety Funding Source National Highway Traffic Safety Administratio
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6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services	\$165,714.00	\$165,714.00			
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit					
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$165,714.00	\$165,714.00			

7. Local Benefit: It is anticipated that the federal share for local benefit will be: 0% (\$0.00)
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**CONTRACTUAL AGREEMENT
FOR HIGHWAY SAFETY PROJECT GRANT**

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

For HSA Use Only

Date Received October 8, 2015	Project Number #310-16S-002
Date Approved October 8, 2015	PSP and Task # 16-04, 07

Part I

1. Project Title VPN Installation	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant	
A. Name of Agency DUNS Number 060340564 NH Department of Safety Division of State Police	B. Address of Agency 33 Hazen Drive Concord NH 03305-0011
C. Government Unit (Check One) <input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301

4. Contract Duration Contract Period Start Date: October 1, 2015 Termination Date: September 30, 2016	Functional Area K9 - 408 Data Program Incentive CFDA# 20.610 Program Title Traffic Safety Info System Improvements Grant Funding Source National Highway Traffic Safety Administration
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6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit	\$18,951.65	\$18,951.65			
e. Contractual Services	\$147,026.00	\$147,026.00			
f. Other					
Total Estimated Costs Including Non-Federal Share	\$165,977.65	\$165,977.65			

7. Local Benefit:

It is anticipated that the federal share for local benefit will be: 0% (\$0.00)

Part II

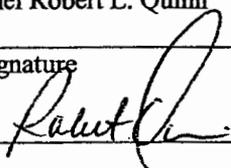
BUDGET AND PERSONNEL DATA	
a. Personnel Services	
*See Proposed Solution (page 3) for explanation of pay rates	
b. Current Expenses	
c. Equipment	
d. Indirect Costs and Audit Expense Indirect costs @ 12.89 percent	\$ 18,951.65
e. Contractual Services VPN Installation Contractor (to provide assistance to county/local law enforcement for design, configuring, and deploying VPN)	\$147,026.00
f. Other Expenses	
Total	\$165,977.65

The In Kind Match For This Project = \$41,494.41 (408 funds)

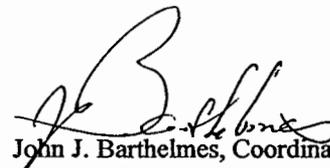
The match requirement shall be met through salary and benefits cost analysis of agency personnel performing traffic records related work using state funds.

Part III

Acceptance of Conditions. It is understood and agreed by the undersigned that a grant received as a result of this contract is subject to the regulations governing grant which have been furnished (or will be furnished upon request) to the applicant.

A. Project Director		
1) Name Colonel Robert L. Quinn	2) Title Director, Division of State Police NH Department of Safety	3) Address 33 Hazen Drive Concord, NH 03301
4) Signature X  10/15/15	5) Telephone Number 223-8813	
B. Authorized Official		
1) Name Kevin O'Brien	2) Title Assistant Commissioner, NH Department of Safety	3) Address 33 Hazen Drive Concord, NH 03301
4) Signature X 	5) Telephone Number 223-3889	

Part IV (For HSA Use Only)

1. Approval Date October 8, 2015	2. Signature & Title  John J. Barthelmes, Coordinator NH Highway Safety Agency
3. Federal Funds Obligated by this Agreement: \$165,977.65	

TITLE IX ACQUISITION OF LANDS BY UNITED STATES; FEDERAL AID

CHAPTER 124 FEDERAL AID

Miscellaneous

Section 124:15

124:15 Positions Restricted. –

I. In addition to the positions authorized by law, no new personnel positions, or consultants, or both may be created by the acceptance of federal moneys or moneys from any other source unless such positions, or consultants, or both are approved by the fiscal committee of the general court; provided, however, that the governor and council may accept all moneys available for any emergency or disaster as defined by the authority awarding such moneys; and provided further that all such moneys available to the general court or to either of its houses may be accepted by the respective presiding officers with the prior approval of the fiscal committee. Nothing herein shall be construed to affect the provisions of RSA 98:17-a.

II. Every board, agency, department or commission receiving such federal or other moneys shall attempt to apply them in whole or in part to the cost of personnel positions authorized by law so as to reduce the obligation of general funds, but if the salaries of such personnel positions cannot be paid out of such moneys then such positions shall be considered as specified in paragraph I.

III. All such moneys which fund personnel positions subject to the restrictions of this section shall be used only for the purposes or programs specified in the application for approval of the positions or as otherwise authorized by law, and all such moneys which are accepted in accordance with law are hereby appropriated.

Source. 1983, 469:84, eff. July 1, 1983.