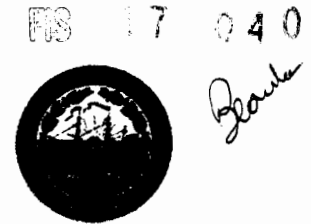




Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Assistant Commissioner

January 9, 2017
Division of Finance

The Honorable Neal M. Kurk, 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


Approved by Fiscal Committee Date 2/2/17

REQUESTED ACTION

Pursuant to Chapter 276:29, Laws of 2015, authorize the Department of Transportation to establish a non-budgeted class in an accounting unit and to transfer \$2,000 between various accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2017.

	Current Budget FY2017	Requested Change	Revised Budget FY2017
04-096-096-960315-3017			
Human Resources Bureau			
Expenses:			
010 500100 Personal Services Perm Class	\$583,314	\$0	\$583,314
018 500106 Overtime	4,500	0	4,500
020 500200 Current Expense	7,450	(500)	6,950
022 500255 Rents-Leases Other than State	3,045	0	3,045
030 500301 Equipment New Replacement	0	500	500
039 500180 Telecommunications	7,000	0	7,000
050 500109 Personal Service Temp Appointed	40,400	0	40,400
060 500601 Benefits	308,042	0	308,042
070 500704 In-State Travel Reimbursement	100	0	100
Total	\$953,851	\$0	\$953,851
Source of Funds			
Revenue:			
000-409151 Federal Funds	\$232,884	\$0	\$232,884
009-405698 Agency Income	11,932	0	11,932
000-000015 Highway Funds	709,035	0	709,035
Total	\$953,851	\$0	\$953,851

	Current Budget FY2017	Requested Change	Revised Budget FY2017
04-096-096-962015-3033			
Bridge Design Bureau			
Expenses:			
010 500100 Personal Services - Perm	\$2,321,264	\$0	\$2,321,264
018 500106 Overtime	55,000	0	55,000
020 500200 Current Expense	15,000	0	15,000

022 500255 Rents-Leases Other than State	3,050	0	3,050
030 500301 Equipment New Replacement	8,000	(1,500)	6,500
037 500174 Technology – Hardware	0	1,500	1,500
038 500175 Technology – Software	35,000	0	35,000
039 500180 Telecommunications	12,850	0	12,850
050 500109 Personal Services – Temp	6,574	0	6,574
057 500535 Books Periodicals Subscription	5,500	0	5,500
060 500601 Benefits	1,161,952	0	1,161,952
070 500704 In-State Travel Reimbursement	250	0	250
080 500712 Out of State Travel Reimbursement	400	0	400
Total	\$3,624,840	\$0	\$3,624,840
Source of Funds			
Revenue:			
000-409151 Federal Funds	\$1,088,840	\$0	\$1,088,840
009-405698 Agency Income	61,854	0	61,854
009-405699 Agency Income	274,836	0	274,836
000-000015 Highway Funds	2,199,310	0	2,199,310
Total	\$3,624,840	\$0	\$3,624,840

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:

Human Resources Bureau (3017) 24.42% Federal Funds, 1.25% Agency Income and 74.33% Highway Funds

Class 020 Decrease Current Expenses by \$500. Current Expenses will be managed to accommodate this request.

Class 030 Increase Equipment New Replacement by \$500 to move necessary funds to cover the cost of an ergonomic sit/stand desk set up to meet ADA accommodations for an HR employee.

Bridge Design Bureau (3033) 30.04% Federal Funds, 9.29% Agency Income and 60.67% Highway Funds

Class 030 Decrease Equipment New Replacement by \$1,500 by not purchasing budgeted plan file tubs.

Class 037 Increase Technology – Hardware by \$1,500 in order to purchase a replacement hard drive required to run a necessary Computers and Structures, Inc. (CSI) Bridge program. The program is a 3-D finite element bridge analysis, design and rating tool used to design and analyze complex bridges with complex geometrics and loading cases.

The following is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

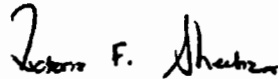
1. Does transfer involve continuing programs or one-time projects?
Transfers are for continuing programs (not one-time).
2. Is this transfer required to maintain existing program level or will it increase program level?
Transfers are to maintain existing program levels (no increase in program level).
3. Cite any requirements, which make this program necessary.

The purchase of new equipment will be for an accommodation for a member of the HR team that will allow them to sit and stand as necessary to alleviate symptoms. 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 also facilitate the accomplishment of this responsibility.

4. Identify the source of funds on all accounts listed on this transfer.
Source of funds are Federal Funds, Agency Income and Highway Funds.
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,



Victoria F. Sheehan
Commissioner