



State of New Hampshire

FIS 14 001

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DEPARTMENT OF SAFETY OFFICE OF THE COMMISSIONER

33 HAZEN DR. CONCORD, NH 03305

603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

December 30, 2013

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

[Signature]
Approved by Fiscal Committee 2/14/14
Date

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

Requested Action

1. Pursuant to RSA 14:30-a, VI authorize the Department of Safety, Division of State Police, to accept and expend \$149,080.50 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, 2014. 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, 2014. 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: \$149,080.50

| Class | Description | Current Adjusted | | Revised Adjusted | |
|------------|--------------------|------------------|------------------|------------------|--|
| | | Authorized | Requested Action | Authorized | |
| 009-405921 | Agency Income | \$ (263,974.04) | \$ (149,080.00) | \$ (413,054.04) | |
| 020-500221 | Current Expenses | \$ 25,771.99 | \$ - | \$ 25,771.99 | |
| 030-500311 | Equipment | \$ 70,104.84 | \$ - | \$ 70,104.84 | |
| 039-500180 | Telecommunications | \$ 0.60 | \$ - | \$ 0.60 | |
| 040-500800 | Indirect Cost | \$ 18,130.61 | \$ 14,080.00 | \$ 32,210.61 | |
| 046-500465 | Consultants | \$ 149,966.00 | \$ 135,000.00 | \$ 284,966.00 | |
| | Total | \$ 263,974.04 | \$ 149,080.00 | \$ 413,054.04 | |

The Honorable Mary Jane Wallner, Chairman
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December 30, 2013
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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:

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

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.

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 \$135,000.00.*

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 2014

Federal Funds Awarded:

Highway Safety Grants - Effective through 9/30/2013

\$263,974.04

FFY 2014 Grant - VPN Installation Assistance - 12/1/2013 - 9/30/2014

\$149,080.50

Total Grant Funds Awarded

\$413,054.54

Less SFY 2014 Current Adjusted Authorized on FFY 2013 Grants

(\$263,974.04)

Grant Funds Available

\$149,080.50

This Request

\$149,080.00

**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 December 5, 2013 | Project Number #310-14S-003 |
| Date Approved December 5, 2013 | PSP and Task # 14-12, 01 |

Part I

| | |
|---|---|
| 1. Project Title NH State Police VPN Installation Assistance | 2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation |
|---|---|

| | |
|---|---|
| 3. Applicant | |
| A. Name of Agency DUNS Number 060340564 NH Department of Safety NH 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: December 1, 2013 Termination Date: September 30, 2014 | Functional Area M3DA - 405c Data Program CFDA# 20.616 Program Title Traffic Safety Info System Improvement Grant 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 | \$14,080.50 | \$14,080.50 | | | |
| e. Contractual Services | \$135,000.00 | \$135,000.00 | | | |
| f. Other | | | | | |
| Total Estimated Costs Including Non-Federal Share | \$149,080.50 | \$149,080.50 | | | |

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| 7. Local Benefit: It is anticipated that the federal share for local benefit will be: <u>100%</u> (<u>\$149,080.50</u>) |
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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 @ 10.43 percent | \$ 14,080.50 |
| e. Contractual Services VPN Installation Contractor (to provide assistance to county/local law enforcement for design, configuring, and deploying VPN) | \$135,000.00 |
| f. Other Expenses | |
| Total | \$149,080.50 |

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  | 5) Telephone Number 223-8813 | |
| B. Authorized Official | | |
| 1) Name John J. Barthelmes | 2) Title 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 December 5, 2013 | 2. Signature & Title  Peter M. Thomson, Coordinator NH Highway Safety Agency |
| 3. Federal Funds Obligated by this Agreement: \$149,080.50 | |

SCHEDULE A
GENERAL PROJECT INFORMATION

Description of Project

STATEMENT OF PROBLEM/NEED: The State of New Hampshire has historically maintained connections with local and county criminal justice agencies for the transmission of criminal justice information (CJI) via point to point analog frame relay connections. This network topology was used for security reasons. It is, however, slow, expensive to build and maintain and subject to disruptions of service. In 2009 the Federal Bureau of Investigation permitted the States to allow CJI communication over virtual private networks (VPNs). State Police has since been beginning to attempt this work. There are 234 local law enforcement agencies in the State, and of the 35 locations that have been installed to date, 25 have required on-site technical assistance from the State of at least six hours (not including travel time) to complete the VPN. This represents 71.4 percent of the total criminal justice agencies in the State. Extra-polating out, 165 of the agencies will require assistance. Most of the agencies do not have access to local assistance (or in some cases, it simply does not exist). Creating and maintaining a VPN requires specialized knowledge that generic computer personnel do not have, nor do generic network personnel. Experience with the 35 sites that have been installed to date suggest that the VPNs are much more robust than the existing frame relay connections, once established, but the initial work is more labor intensive (and requires specialized knowledge).

PROPOSED SOLUTION: The NH State Police will hire a contractor with network security experience to provide assistance to departments in designing, configuring, and deploying a VPN solution. This takes some, or in some cases most of the technical burden off of the department for this portion of the work. The contractor would work from the Department of Safety and be scheduled based on the request(s) of the individual departments and the needs of the Department of Safety. Note that this is a permissive program, and it is not envisioned that any department would be forced to abandon their frame relay connection if they wanted to keep it (although the cost to maintain it could increase in the future reflecting the actual cost to maintain the cost of the connection and the infrastructure to support it at the Department of Safety, which would be the endpoint of that connection). The contractor would have specific networking experience to be able to provide advice on proper and secure connection protocols to be used to protect data and ensure that consistent connections were maintained. If additional assistance were required or desired by the law enforcement community, then the contractor could work with the local network contractor to the law enforcement agency and assist them in making the proper configuration(s). The amount of assistance is to be determined by the local agency, based on their need and desire. The department and the Department of Safety contractor **WILL NOT** provide the equipment, nor the actual labor to configure the endpoint network. While assistance and advice will be gladly provided, the work itself will be the responsibility of the endpoint community.

ANTICIPATED RESULTS: The move to a virtual private network (VPN) will expand the ability of more law enforcement agencies to take advantage of what the J-One network has to offer them, including 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, and it will not only open the door to agencies that heretofore did not have the opportunity to participate in the State's communications network (SPOTS) because it was cost prohibitive or they did not have the infrastructure to support it.

In addition to adding communities that did not have access to the network before, the ability to utilize the VPN before will also give communities that **DID** have access to the old frame-relay networks before the ability to access additional services that did not exist before over the VPN, and over new device types (e.g. laptop computers, smartphones, and tablets) which previously did not have the ability to communicate over the frame network, notably because the FBI CJIS (Criminal Justice Information System) regulations did not allow such devices to access the network. The goal with the VPN is to increase the speed of the reporting, as well as the accuracy of the reporting by capturing the data at the source, as quickly after the event as possible, and moving it electronically through the system with a minimum of manual re-keying. In addition, since the data is captured at the source (in the field), officers should be able to spend a minimum of time in the office or station and thus be more available for enforcement activities. All of the above should enhance both highway and public safety and be an effective use of resources.

ADDITIONAL PROJECT CONDITIONS: It is understood that the attached Time and Attendance Record (HS-18) form will be completed for each payroll period during which work is completed by the contractor who will develop the work necessary to the IBM mainframe. Further, requests for reimbursement for activities and expenses incurred as agreed upon in this contract (including the Time and Attendance from (HS-18) and supporting documentation) will be submitted to the Coordinator of the NH Highway Safety Agency by the end of the month following each quarterly period (i.e. January 31st for the quarter ending December 31st; April 30th for the quarter ending March 31st, etc.). Reimbursement under this grant will cover only expenses directly related to this specific Highway Safety project, and it is understood that the contractor will work only on those issues associated with developing the browser-based solution.

The recipient of these funds is encouraged to provide programs to encourage the use of safety belts by all drivers and passengers in motor vehicles (23 U.S.C. 1200.11 (a)(d)) and to adopt and enforce seat belt use policies for employees operating company-owned, rented, or personally-owned vehicles when performing official business.

See attached Addenda for additional information that is hereby made a part of this contractual agreement.

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.

