



**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**

FIS 13 038



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**CHRISTOPHER D. CLEMENT, SR.**  
**COMMISSIONER**

**JEFF BRILLHART, P.E.**  
**ASSISTANT COMMISSIONER**

January 10, 2013  
 Bureau of Finance and Contracts

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

*[Signature]* 2/1/13  
 Approved by Fiscal Committee Date

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

**REQUESTED ACTION**

Pursuant to RSA 9:16-a authorize the Department of Transportation to transfer \$150,000 between Highway Fund accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2013 as follows:

	Current	Requested	Revised
<b>04-096-096-962015-3036</b>		<b>Change</b>	<b>Budget</b>
<b>SPR Research</b>			
<b>Expenses:</b>			
018 500106 Overtime	\$7,000	\$0	\$7,000
020 500200 Current Expense	80,150	0	80,150
026 500251 Organizational Dues	50,000	0	50,000
030 500311 Equipment New Replacement	100,000	0	100,000
041 500801 Audit Fund Set Aside	239	0	239
046 500463 Consultants	540,936	150,000	690,936
048 500226 Contractual Maint Bld-Grnds	95	0	95
050 500109 Personal Svces – Temporary	31,500	0	31,500
060 500601 Benefits	3,650	0	3,650
070 500704 In-State Travel	6,000	0	6,000
072 500573 Grants Federal	200,000	(150,000)	50,000
080 500714 Out of State Travel Reimb	20,000	0	20,000
<b>Total</b>	<b>\$1,039,570</b>	<b>\$0</b>	<b>\$1,039,570</b>
<b>Source of Funds</b>			
<b>Revenue:</b>			
000-409080 Federal Funds	\$1,039,570	\$0	\$1,039,570

## EXPLANATIONS

The Department requests authorizations to transfer budgeted account funds among the various accounts in order to pay for services incurred in meeting the State's transportation demands.

### SPR Research (3036) – 100% Federal Funds

**Class 072**      Decrease Grants Federal by \$150,000 to realign budget with intended expenditures. Funds received by FHWA are not pass-through funds and are designated for Materials & Research projects. The funds are used for consultants that provide various services to complete Federal research projects within the DOT.

**Class 046**      Increase Consultants by \$150,000 to realign budget with intended expenditures. Funds received by FHWA are not pass-through funds and are designated for Materials & Research projects. The funds are used for consultants that provide various services to complete Federal research projects within the DOT. Consultant services were budgeted in FY 13 and this request merely puts budgeted funds in the proper class line.

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.*  
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 facilitate the accomplishment of this responsibility.
4. *Identify the source of funds on all accounts listed on this transfer.*  
Source of funds is Federal.
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?*  
No personal services are involved.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.  
Commissioner