



Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Assistant Commissioner

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VOM

The Honorable Karen Umberger, Chairman
Fiscal Committee of the General Court and

Division of Operations
March 23, 2022

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to RSA 9:16-a, authorize the Department of Transportation to transfer \$12,000.00 between classes of an Accounting Unit, effective upon Fiscal Committee and the date of Governor and Council approval, through June 30, 2022. 31.6% Federal Funds, 6.2% Intra Agency Income, 2.7% Agency Indirect Cost Recovery and 59.5% Highway Funds.

| 04-096-096-960515-30080000 | Current Budget FY2022 | Requested Change | Revised Budget FY2022 |
|--|------------------------------|-------------------------|------------------------------|
| Bridge Maintenance | | | |
| Expenses: | | | |
| 010 500100 Permanent Personal Services | \$4,010,429 | \$0 | \$4,010,429 |
| 018 500106 Overtime | 117,000 | 0 | 117,000 |
| 019 500105 Holiday Pay | 500 | 0 | 500 |
| 020 500200 Current Expense | 814,671 | 0 | 814,671 |
| 022 500257 Rent & Lease Non-State | 107,335 | 0 | 107,335 |
| 023 500291 Heat-Electricity-Water | 48,000 | 0 | 48,000 |
| 024 500225 Maint Other Than Build-Grnds | 31,030 | 0 | 31,030 |
| 030 500325 Equipment New/Replacement | 980,870 | 0 | 980,870 |
| 037 500173 Technology-Hardware | 50 | 0 | 50 |
| 039 500190 Telecommunications | 33,400 | 0 | 33,400 |
| 046 500464 Consultants | 17,976 | (10,000) | 7,976 |
| 047 500240 Own Forces Maint Build-Grnds | 7,500 | 0 | 7,500 |
| 048 500226 Contractual Maint Build-Grnds | 7,500 | 0 | 7,500 |
| 050 500109 Personal Service-Temp-Appointed | 20,000 | 12,000 | 32,000 |
| 060 500602 Benefits | 2,871,298 | 0 | 2,871,298 |
| 066 500555 Employee Training | 32,750 | (2,000) | 30,750 |
| 070 500704 In State Travel | 160,000 | 0 | 160,000 |
| 080 500717 Out of State Travel | 100 | 0 | 100 |
| 103 502664 Contracts for Op Services | 100 | 0 | 100 |
| 400 500870 Construction Repair Materials | 100 | 0 | 100 |
| Total | \$9,260,609 | \$0 | \$9,260,609 |

| | Current Budget FY2022 | Requested Change | Revised Budget FY2022 |
|---------------------------------------|--------------------------------------|-----------------------------|--------------------------------------|
| Source of Funds | | | |
| Revenue: | | | |
| 000 409151 Federal Funds | \$2,926,890 | \$0 | \$2,926,890 |
| 004 408189 Intra Agency Transfer | 573,267 | 0 | 573,267 |
| 00C 401350 Agency Indirect Cost Recov | 246,933 | 0 | 246,933 |
| 000 000015 Highway Funds | 5,513,519 | 0 | 5,513,519 |
| Total | \$9,260,609 | \$0 | \$9,260,609 |
| | | | |

EXPLANATION

The Department requests authorization to transfer budgeted account funds among the various classes in order to continue to meet the State's transportation demands.

Bridge Maintenance (3008) 31.6% Federal Funds, 6.2% Intra-Agency Transfers, 2.7% Agency Indirect Cost Recovery and 59.5% Highway Funds

- Class 046 Decrease Consultants by \$10,000. Fewer projects have required the use of consultants resulting in savings in this class line.
- Class 066 Decrease Employee Training by \$2,000. The vacancies in the Bureau directly correlate to a reduction in employee training activities, therefore expenditures in this class line will be reduced.
- Class 050 Increase Personal Service–Temp-Appointed by \$12,000. Additional funds are requested to hire part-time temporary employees to assist with bridge washing during the summer months. The vacancies within the Bureau have decreased our ability to fulfill this maintenance need.

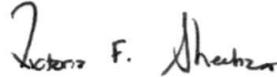
The following is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

1. Does transfer involve continuing programs or one-time projects?
This transfer is for continuing programs (not one-time).
2. Is this transfer required to maintain existing program level or will it increase program level?
This transfer is 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.
The source of funds are Federal Fund, Intra-Agency Income, Agency Indirect Cost Recovery Funds 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 to fill vacant part time positions, such funds will lapse to their respective account fund balances.
7. Are personal services involved?
This transfer does not result in any new full-time positions.

Your approval of this resolution is respectfully requested.

Sincerely,



Victoria F. Sheehan
Commissioner