



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

CHRISTOPHER T. SUNUNU
Governor

April 24, 2020

Victoria Sheehan
Commissioner
7 Hazen Drive
Concord, N.H. 03302

Dear Commissioner Sheehan,

Pursuant to my authority under RSA 21-P:43, RSA 4:45, RSA 4:47, and Executive Order 2020-04, as extended by Executive Order 2020-05, I have approved your written request, in attachment, to take the following actions related to CARES Act emergency relief funds:

1. Accept and expend a grant **retroactive** to January 20, 2020, in the amount of \$18,652,576 awarded under the Coronavirus Aid, Relief, and Economic Security (CARES) Act and administered via the Federal Transit Administration (FTA) Section 5307 Boston Urbanized Area Program and Section 5311 Rural Area Program, effective through June 30, 2021. 100% Federal Funds.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

His Excellency, Governor Christopher T. Sununu
 State House
 Concord, New Hampshire 03301

Division of Aeronautics, Rail & Transit
 April 22, 2020

REQUESTED ACTION UNDER RSA 21-P:43, RSA 4:45, RSA 4:47, & EXECUTIVE ORDER 2020-04

Dear Governor Sununu,

I request authorization for the New Hampshire Department of Transportation (NHDOT) to accept and expend a grant **retroactive** to January 20, 2020, in the amount of \$18,652,576 awarded under the Coronavirus Aid, Relief, and Economic Security (CARES) Act and administered via the Federal Transit Administration (FTA) Section 5307 Boston Urbanized Area Program and Section 5311 Rural Area Program. The CARES Act allocations will support public transportation systems operating in the Boston Urbanized Area and rural areas within New Hampshire. CARES Act funds allow for the reimbursement of eligible expenses that were incurred on or after January 20, 2020, and will be available upon the date of your approval, through June 30, 2021. 100% Federal Funds.

In SFY 2020, funds shall be accepted and expended within 04-096-096-964010-2050 – State Bus Service and Facilities, as follows:

04-096-096-964010-2050	Current Budget FY 2020	Increase Amount	Revised Budget FY 2020
State Bus Service & Facilities			
Expenses:			
020 500200 Current Expense	\$1,300	\$0	\$1,300
024 500225 Maint Other than Build-Ground	93,090	0	93,090
030 500311 Equipment - New Replacement	4,539,903	50,000	4,589,903
037 500172 Technology – Hardware	122,000	0	122,000
038 500177 Technology- Software	41,900	0	41,900
046 500464 Consultants	270,000	0	270,000
047 500240 Own Forces Maint Build-Ground	25,000	0	25,000
048 500226 Contractual Maint Build-Ground	160,000	0	160,000
072 500575 Grants Federal	3,128,386	0	3,128,386
103 502664 Contracts for Operational Svcs	3,140,846	1,542,106	4,682,952
400 500871 Construction Repair Materials	5,000	0	5,000
404 500880 Intra Indirect Costs	429,070	0	429,070
Total	\$11,956,495	\$1,592,106	\$13,548,601

Source of Funds			
Revenue:			
000 404622 Federal Funds	\$11,282,526	\$1,592,106	\$12,874,632
007 401510 Agency Income	10,000	0	10,000
009 401464 Agency Income	317,720	0	317,720
000 000010 General Funds	346,249	0	346,249
Total	\$11,956,495	\$1,592,106	\$13,548,601

In SFY 2021, funds shall be accepted and expended within 04-096-096-964010-2050 – State Bus Service and Facilities, as follows:

04-096-096-964010-2050	Current Budget FY 2021	Increase Amount	Revised Budget FY 2021
State Bus Service & Facilities			
Expenses:			
020 500200 Current Expense	\$1,300	\$0	\$1,300
024 500225 Maint Other than Build-Ground	40,000	0	40,000
030 500311 Equipment - New Replacement	1,389,000	254,668	1,643,668
037 500172 Technology – Hardware	130,000	0	130,000
038 500177 Technology- Software	7,650	0	7,650
046 500464 Consultants	55,000	0	55,000
047 500240 Own Forces Maint Build-Ground	25,000	0	25,000
048 500226 Contractual Maint Build-Ground	150,000	0	150,000
069 500567 Promotional Marketing Exp	0	300,000	300,000
072 500575 Grants Federal	2,889,636	0	2,889,636
103 502664 Contracts for Operational Svcs	3,000,000	7,997,802	10,997,802
400 500871 Construction Repair Materials	5,000	0	5,000
404 500880 Intra Indirect Costs	427,645	0	427,645
Total	\$8,120,231	\$8,552,470	\$16,672,701
Source of Funds			
Revenue:			
000 404622 Federal Funds	\$8,060,231	\$8,552,470	\$16,612,701
007 401510 Agency Income	10,000	0	10,000
009 401464 Agency Income	50,000	0	50,000
Total	\$8,120,231	\$8,552,470	\$16,672,701

In SFY 2020, funds shall be accepted and expended within 04-096-096-964010-2916 – Public Transportation, as follows:

04-096-096-964010-2916	Current Budget FY 2020	Increase Amount	Revised Budget FY 2020
Public Transportation			
Expenses:			
010 500100 Personal Services Perm Class	\$452,531	\$0	\$452,531
018 500106 Overtime	7,500	3,000	10,500
019 500105 Holiday Pay	400	0	400
020 500200 Current Expense	2,600	0	2,600
022 500255 Rents-Leases Other than State	500	0	500
026 500251 Organizational Dues	9,000	0	9,000
029 500290 Intra-Agency Transfers	6,500	0	6,500
030 500311 Equipment - New Replacement	294,186	0	294,186
037 500174 Technology – Hardware	1,368	0	1,368
038 500177 Technology- Software	850	0	850
039 500191 Telecommunications	5,385	0	5,385
040 500800 Indirect Costs	8,000	0	8,000
046 500463 Consultants	2,975,000	0	2,975,000
048 500226 Contractual Maint Build-Ground	32,594	0	32,594
057 500531 Books Periodicals Subscriptions	600	0	600
060 500601 Benefits	241,295	0	241,295
066 501709 Employee Training	1,800	0	1,800
067 500557 Training of Providers	15,000	0	15,000
069 500567 Promotional Marketing Exp	100,000	0	100,000
070 500709 In State Travel Reimbursement	570	0	570
072 500575 Grants Federal	21,078,061	2,000,000	23,078,061
073 500581 Grants Non Federal	597,412	0	597,412
081 509081 Out of State Travel Fed Reimburse	5,800	0	5,800
103 502664 Contracts for Operational Svcs	615,996	0	615,996
404 500880 Intra Indirect Costs	105,984	0	105,984
Total	\$26,558,932	\$2,003,000	\$28,561,932
Source of Funds			
Revenue:			
000 404622 Federal Funds	\$25,909,884	\$2,003,000	\$27,912,884
005 402759 Private Local Funds	397,412	0	397,412
000 000010 General Funds	251,636	0	251,636
Total	\$26,558,932	\$2,003,000	\$28,561,932

In SFY 2021, funds shall be accepted and expended within 04-096-096-964010-2916 – Public Transportation, as follows:

04-096-096-964010-2916	Current Budget FY 2021	Increase Amount	Revised Budget FY 2021
Public Transportation			
Expenses:			
010 500100 Personal Services Perm Class	\$459,389	\$0	\$459,389
018 500106 Overtime	7,500	5,000	12,500
019 500105 Holiday Pay	400	0	400
020 500200 Current Expense	2,600	0	2,600
022 500255 Rents-Leases Other than State	500	0	500
026 500251 Organizational Dues	9,000	0	9,000
029 500290 Intra-Agency Transfers	6,500	0	6,500
030 500311 Equipment - New Replacement	5,750	0	5,750
037 500174 Technology – Hardware	760	0	760
038 500177 Technology- Software	325	0	325
039 500191 Telecommunications	5,385	0	5,385
040 500800 Indirect Costs	8,000	0	8,000
046 500463 Consultants	2,975,000	0	2,975,000
057 500531 Books Periodicals Subscriptions	600	0	600
060 500601 Benefits	251,231	0	251,231
066 501709 Employee Training	1,800	0	1,800
067 500557 Training of Providers	15,000	0	15,000
069 500567 Promotional Marketing Exp	100,000	0	100,000
070 500709 In State Travel Reimbursement	570	0	570
072 500575 Grants Federal	11,480,628	6,500,000	17,980,628
073 500581 Grants Non Federal	566,500	0	566,500
081 509081 Out of State Travel Fed Reimburse	7,000	0	7,000
404 500880 Intra Indirect Costs	108,689	0	108,689
Total	\$16,013,127	\$6,505,000	\$22,518,127
Source of Funds			
Revenue:			
000 404622 Federal Funds	\$15,392,934	\$6,505,000	\$21,897,934
005 402759 Private Local Funds	366,500	0	366,500
000 000010 General Funds	253,693	0	253,693
Total	\$16,013,127	\$6,505,000	\$22,518,127

EXPLANATION

The CARES Act provided funds totaling approximately \$39M for public transportation to prevent, prepare for, and respond to COVID-19 including capital, operating, and other expenses generally eligible under the Section 5307 and 5311 program. CARES Act funds allow for the reimbursement of eligible expenses that were incurred on or after January 20, 2020 up to a 100% federal share. Typical eligible expenses include: all eligible operating expenses, administrative leave related to COVID19, PPE and enhanced cleaning activities, etc. As such, the Department will administer FTA CARES Act funding to support public transportation systems operating in the Boston Urbanized Area and rural areas within New Hampshire. The Department will administer the funds via separate contracts, or contract amendments, with subrecipients and contractors for eligible FTA CARES Act projects including rural public transit, intercity bus, and commuter bus services.

The priority will be to ensure existing services are funded throughout the duration of the pandemic. Given that social distancing has been enforced and will likely be a desired trait for public transit for at least the foreseeable future, agencies will need to be prepared to revise their services as necessary to ensure the public's needs, especially those of vulnerable populations, are met.

The Department therefore requests authority to accept and expend the above, unanticipated revenue, in the combined amount of \$18,652,576.00 for the present biennium in order to expend funds, in accordance with Federal Transit Administration (FTA) guidance, on eligible rural, intercity, and Boston urbanized area public transportation projects. Remaining CARES Act funds will be budgeted in the future biennium budget.

In the event federal funds become no longer available, general funds will not be requested to support this program.

Your approval of this resolution is respectfully requested.

Sincerely,

A handwritten signature in black ink, appearing to read "Victoria F. Sheehan".

Victoria F. Sheehan
Commissioner