



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

June 2, 2020

Denis Goulet
Commissioner
New Hampshire Department of Information Technology
27 Hazen Dr.
Concord, N.H. 03301

Dear Commissioner Goulet,

Pursuant to RSA 21-P:43; RSA 4:45; RSA 4:47; and Executive Order 2020-04 as extended by Executive Orders 2020-05, 2020-08, and 2020-09, I have approved your written request, in attachment, to take the following actions related to the COVID-19 Public Health Emergency:

1. Budget and expend \$122,212 from the Prior Year Carry Forward Balance of the Statewide Telecommunications Fund to cover expenses incurred due to the COVID-19 Pandemic, budgeted consistent with the information in the request in attachment, through June 30, 2020. (100% Agency Income)

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 "Chris T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY
27 Hazen Dr., Concord, NH 03301
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Denis Goulet
Commissioner

May 28, 2020

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

**REQUESTED ACTION UNDER RSA 21-P:43, RSA 4:45, RSA 4:47 & EXECUTIVE ORDER 2020-04 AS
EXTENDED BY EXECUTIVE ORDER 2020-05, FURTHER EXTENDED BY EXECUTIVE ORDER 2020-08 AND
EXECUTIVE ORDER 2020-09**

Authorize the Department of Information Technology, Statewide Telecommunications to budget and expend \$122,212.00 from the Prior Year Carry Forward Balance of the Statewide Telecommunications Fund as shown in the table below. Effective upon Governor approval through June 30, 2020. Funding 100% Agency Income (Revolving Funds).

The funds are to be budgeted as follows:

01-03-03-030510-52130000 DoIT Statewide Telecommunications

| Class | Description | FY 20 Current Adjusted Authorized | Requested Action | FY 2020 Adjusted Authorized |
|------------|--------------------------------|--------------------------------------|---------------------|--------------------------------|
| 003-407191 | Telephone Clearing Account | \$ 7,177,179.02 | \$ 122,212.00 | \$ 7,299,391.02 |
| 010-500101 | Personal Services-Perm Class | \$ 1,100,506.00 | \$ - | \$ 1,100,506.00 |
| 018-500106 | Overtime | \$ 35,000.00 | \$ 24,996.00 | \$ 59,996.00 |
| 020-500200 | Current Expenses | \$ 4,200.00 | \$ - | \$ 4,200.00 |
| 028-582814 | Transfers to General Services | \$ 31,200.00 | \$ 10,317.00 | \$ 41,517.00 |
| 037-500173 | Technology-Hardware | \$ 2,071,750.00 | \$ - | \$ 2,071,750.00 |
| 038-500175 | Technology-Software | \$ 117,561.76 | \$ - | \$ 117,561.76 |
| 039-500188 | Telecommunications | \$ 2,842,058.26 | \$ 82,000.00 | \$ 2,924,058.26 |
| 042-500620 | Additional Fringe Benefits | \$ 114,781.00 | \$ - | \$ 114,781.00 |
| 046-500465 | Consultants | \$ 185,585.00 | \$ - | \$ 185,585.00 |
| 050-500109 | Personal Service-Temp/Appointe | \$ 74,885.00 | \$ - | \$ 74,885.00 |
| 059-500117 | Temp Full Time | \$ 44,830.00 | \$ - | \$ 44,830.00 |
| 060-500601 | Benefits | \$ 538,599.00 | \$ 4,899.00 | \$ 543,498.00 |
| 066-500545 | Employee Training | \$ 10,000.00 | \$ - | \$ 10,000.00 |
| 070-500704 | In State Travel Reimburse | \$ 3,000.00 | \$ - | \$ 3,000.00 |
| 080-500714 | Out of State Travel | \$ 500.00 | \$ - | \$ 500.00 |
| 089-582814 | Transfer to DAS Main Fund | \$ 2,723.00 | \$ - | \$ 2,723.00 |
| | | \$ 7,177,179.02 | \$ 122,212.00 | \$ 7,299,391.02 |

EXPLANATION

Services provided through Statewide Telecommunications (Telecom) include managing and maintaining the State's NH Voice over IP (VoIP) Services and core network, local and long distance telephone services, telecommunication equipment and installation, maintenance, data network cabling and circuits, fiber optic facilities, dial-up services, state telecommunications user support, repair services, cellular telephone and pager services. Telecommunications also provides technical expertise and guidance to the Department of Administrative Services for statewide service contracts.

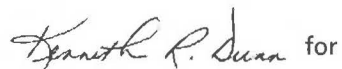
The necessity of the requested funds in Class 018-Overtime and Class 060-Benefits is due to an unanticipated increase in overtime expenditures because of the COVID-19 pandemic. Overtime is required to respond to agency requests for the immediate creation and stand-up of new, need specific call centers to accommodate a large volume of inbound and outbound calling for DOS, DHHS, NHES for unemployment, PPE logistics, testing, tracking & tracing and other logistics associated with COVID-19. Telecommunications is also experiencing an increase in COVID-related after hour's requests from agencies related to telephone and network troubles, outages & installations. The requested funds in Class 060-Benefits relate to the increase in Class 018-Overtime.

The necessity of the requested funds in Class 028-Transfers to General Services is due to an unanticipated increase in rent at Hazen Drive. DoIT requested renovations to the basement due to capacity concerns and the age of previous office equipment. DoIT also requested the build out of an additional office space.

The increase in Class 039-Telecommunications is due to several COVID-19 related requirements: The establishment of unlimited Webex licensing as a video conferencing solution for agency managers and staff; Initial and on-going costs due to the large increase in outbound calling from state agencies and the required increase in internet circuit bandwidth to accommodate working remotely; Vendor costs associated with new data and new fiber cabling to accommodate agencies needs for both bandwidth speed and the social distancing of on-site employees; Costs associated with deployment of new cabling, phones and miscellaneous equipment needs to stand-up various agency remote locations; Initial and on-going costs associated with doubling the size of the NH VoIP SIP Trunks to provide for the increase in the inbound call volume to state agencies directly associated with the State's COVID-19 response.

Your consideration of this request is appreciated.

Respectfully Submitted,

Handwritten signature of Denis Goulet in black ink, followed by the word "for" in a standard font.

Denis Goulet
Commissioner