



**Washington State  
Department of Transportation**

Transportation Building  
310 Maple Park Avenue S.E.  
P.O. Box 47300  
Olympia, WA 98504-7300  
360-705-7000  
TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

August 15, 2018

The Honorable Steve Hobbs,  
Chair, Senate Transportation Committee  
PO Box 40444  
Olympia, WA 98504-0444

The Honorable Judy Clibborn,  
Chair, House Transportation Committee  
PO Box 40600  
Olympia, WA 98504-0600

David Schumacher  
Director, Office of Financial Management  
PO Box 43113  
Olympia, WA 98504-3113

RE: Section 601 – Fund Transfers (Engrossed Substitute Senate Bill 6106)

Section 601, subsection (1) (h) of Engrossed Substitute Senate Bill 6106 authorizes the department to make transfers between projects if the amount being transferred does not exceed \$250,000 or 10 percent of the total project cost. Furthermore, any transfers made are to be reported quarterly to the Director of Financial Management, and the Chairs of the Legislative Transportation Committees. There were no transfers administratively approved between April 1, 2018, through June 30, 2018.

Please contact me at (360) 705-7121 or [alexanja@wsdot.wa.gov](mailto:alexanja@wsdot.wa.gov) if you have questions or need additional information. Thank you for your consideration.

Sincerely,

Jay Alexander, Director  
Capital Program Development and Management Office

JA:mde

cc: Dean Carlson, OFM

1

IMPLEMENTING PROVISIONS

2       **Sec. 601.** 2017 c 313 s 601 (uncodified) is amended to read as  
3 follows:

4 **FUND TRANSFERS**

5       (1) The 2005 transportation partnership projects or improvements  
6 and 2015 connecting Washington projects or improvements are listed in  
7 the LEAP Transportation Document (~~(2017-1)~~) 2018-1 as developed  
8 (~~(April 20, 2017)~~) March 5, 2018, which consists of a list of  
9 specific projects by fund source and amount over a sixteen-year  
10 period. Current fiscal biennium funding for each project is a line-  
11 item appropriation, while the outer year funding allocations  
12 represent a sixteen-year plan. The department of transportation is  
13 expected to use the flexibility provided in this section to assist in  
14 the delivery and completion of all transportation partnership account  
15 and connecting Washington account projects on the LEAP transportation  
16 document referenced in this subsection. For the 2017-2019 project  
17 appropriations, unless otherwise provided in this act, the director  
18 of the office of financial management may provide written  
19 authorization for a transfer of appropriation authority between  
20 projects funded with transportation partnership account  
21 appropriations or connecting Washington account appropriations to  
22 manage project spending and efficiently deliver all projects in the  
23 respective program under the following conditions and limitations:

- 1       (a) Transfers may only be made within each specific fund source  
2 referenced on the respective project list;
- 3       (b) Transfers from a project may not be made as a result of the  
4 reduction of the scope of a project or be made to support increases  
5 in the scope of a project;
- 6       (c) Transfers from a project may be made if the funds  
7 appropriated to the project are in excess of the amount needed in the  
8 current fiscal biennium;
- 9       (d) Transfers may not occur for projects not identified on the  
10 applicable project list;
- 11       (e) Transfers may not be made while the legislature is in  
12 session;
- 13       (f) Transfers to a project may not be made with funds designated  
14 as attributable to practical design savings as described in RCW  
15 47.01.480;

16 (g) Each transfer between projects may only occur if the director  
17 of the office of financial management finds that any resulting change  
18 will not hinder the completion of the projects as approved by the  
19 legislature. Until the legislature reconvenes to consider the 2018  
20 supplemental omnibus transportation appropriations act, any  
21 unexpended 2015-2017 appropriation balance as approved by the office  
22 of financial management, in consultation with the legislative staff  
23 of the house of representatives and senate transportation committees,  
24 may be considered when transferring funds between projects; and

25 (h) Transfers between projects may be made by the department of  
26 transportation without the formal written approval provided under  
27 this subsection (1), provided that the transfer amount does not  
28 exceed two hundred fifty thousand dollars or ten percent of the total  
29 project, whichever is less. These transfers must be reported  
30 quarterly to the director of the office of financial management and  
31 the chairs of the house of representatives and senate transportation  
32 committees.

33 (2) The department of transportation must submit quarterly all  
34 transfers authorized under this section in the transportation  
35 executive information system. The office of financial management must  
36 maintain a legislative baseline project list identified in the LEAP  
37 transportation documents referenced in this act, and update that  
38 project list with all authorized transfers under this section.

1 (3) At the time the department submits a request to transfer  
2 funds under this section, a copy of the request must be submitted to  
3 the transportation committees of the legislature.

4 (4) Before approval, the office of financial management shall  
5 work with legislative staff of the house of representatives and  
6 senate transportation committees to review the requested transfers in  
7 a timely manner.

8 (5) No fewer than ten days after the receipt of a project  
9 transfer request, the director of the office of financial management  
10 must provide written notification to the department of any decision  
11 regarding project transfers, with copies submitted to the  
12 transportation committees of the legislature.

13 (6) The department must submit annually as part of its budget  
14 submittal a report detailing all transfers made pursuant to this  
15 section.