May 11, 2020

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

RE:  Section 601(1) - Fund Transfers (2020 c 219 s 601) Letter

Section 601 (1) of Chapter 219, Laws of 2020 (ESHB 2322) authorizes the Director of
the Office of Financial Management to approve appropriation adjustments for highway
projects funded with Transportation Partnership Account (TPA) and Connecting
Washington Account (CWA) appropriations that exceeds the authority provided to the
department in section 601 (1)(g).  See attachment for bill language.

Consistent with the process established by the Office of Financial Management, the
department is reporting that there are no transfer requests for the quarter ending

Please contact me at (360) 705-7121 or alexanja@wsdot.wa.gov if you have questions
or need additional information.  Thank you.

Sincerely,

[Signature on File]

Jay Alexander, Director
Capital Program Development and Management Division
Washington State Department of Transportation

JA:mde
Enclosure:  2020 c 219 s 601

cc:  Erik Hansen, OFM
Director Schumacher, Senator Hobbs, Representative Fey
Section 601 – Fund Transfers (Engrossed Substitute House Bill 2322)
May 11, 2020
Page 2

WASHINGTON LAWS, 2020
Ch. 219

IMPLEMENTING PROVISIONS
Sec. 601. 2019 c 416 s 601 (uncodified) is amended to read as follows:

FUND TRANSFERS
(1) The 2005 transportation partnership projects or improvements and 2015 connecting Washington projects or
improvements are listed in the LEAP Transportation Document (2019-1) 2020-1 as developed (April 27,
2019) March 11, 2020, which consists of a list of specific projects by fund source and amount over a sixteen-
year period. Current fiscal biennium funding for each project is a line-item appropriation, while the outer
year funding allocations represent a sixteen-year plan. The department of transportation is expected to use
the flexibility provided in this section to assist in the delivery and completion of all transportation partnership
account and connecting Washington account projects on the LEAP transportation document referenced in
this subsection. For the 2019-2021 project appropriations, unless otherwise provided in this act, the director
of the office of financial management may provide written authorization for a transfer of appropriation
authority between projects funded with transportation partnership account appropriations or connecting
Washington account appropriations to manage project spending and efficiently deliver all projects in the
respective program under the following conditions and limitations:

(a) Transfers may only be made within each specific fund source referenced on the respective project
list;
(b) Transfers from a project may not be made as a result of the reduction of the scope of a project or
be made to support increases in the scope of a project;
(c) Transfers from a project may be made if the funds appropriated to the project are in excess of the
amount needed in the current fiscal biennium;
(d) Transfers may not occur for projects not identified on the applicable project list;
(e) Transfers may not be made while the legislature is in session;
(f) Transfers to a project may not be made with funds designated as attributable to practical design
savings as described in RCW 47.01.480;
(g) Each transfer between projects may only occur if the director of the office of financial
management finds that any resulting change will not hinder the completion of the projects as
approved by the legislature. Until the legislature reconvenes to consider the 2020 supplemental
omnibus transportation appropriations act, any unexpended 2017-2019 appropriation balance as
approved by the office of financial management, in consultation with the chairs and ranking
members of the house of representatives and senate transportation committees, may be considered
when transferring funds between projects; and

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

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

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

(4) Before approval, the office of financial management shall work with legislative staff of the house of
representatives and senate transportation committees to review the requested transfers in a timely manner
and consider any concerns raised by the chairs and ranking members of the transportation committees.

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

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