

**COLORADO GENERAL ASSEMBLY
JOINT BUDGET COMMITTEE**



**FY 2012-13 STAFF FIGURE SETTING
INFORMATION TECHNOLOGY COMMON POLICIES**

**JBC Working Document - Subject to Change
Staff Recommendation Does Not Represent Committee Decision**

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OFFICE OF THE GOVERNOR

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INFORMATION TECHNOLOGY COMMON POLICIES

Summary

The Governor's Office of Information Technology (OIT) provides services to all State agencies on a cost reimbursement basis with OIT acting as a vendor to State agencies. Fee-for-service payments are collected from State agencies in four functional area line items that appear in each agency (Management and Administration of OIT, Purchase of Services from the Computer Center, Multiuse Network Payments, and Communication Services Payments). For FY 2012-13, the Office of the Governor requested recoverable costs in the amount of \$98.3 million. Staff's recommendation for recoverable costs is \$95.9 million for FY 2012-13. The tables below summarize the Office request versus the staff recommendation in the four common policies, as well as by allocation to each State agency. Note, staff requests permission to update the information technology common policies based on Committee action on Workers' Compensation, Payment to Risk Management and Property Funds, Vehicle Lease Payments, and Capitol Complex Leased Space.

FY 2012-13 IT Common Policy Billings By Common Policy			
IT Common Policy	Request	Recommendation	Difference
Management and Administration of OIT	3,314,808	3,330,008	15,200
Computer Center Services	69,779,728	67,937,439	(1,842,289)
Multiuse Network Payments	19,726,985	19,411,989	(314,996)
Communication Services Payments	<u>5,438,504</u>	<u>5,247,144</u>	<u>(191,360)</u>
Total	\$98,260,025	\$95,926,580	(\$2,333,445)

FY 2012-13 Allocation of IT Common Policy Billings			
Agency	Request	Recommendation	Difference
AGRICULTURE	\$876,264	\$855,750	(\$20,515)
CORRECTIONS	11,273,445	11,005,690	(\$267,755)
EDUCATION	298,316	291,533	(\$6,783)
GOVERNOR'S OFFICE	2,277,008	2,218,611	(\$58,397)
HEALTH CARE POLICY AND FINANCING	1,269,997	1,239,055	(\$30,942)
HIGHER ED	254,304	249,567	(\$4,737)
HIGHER ED (unappropriated)	669,641	651,238	(\$18,403)
HUMAN SERVICES	20,985,372	20,469,102	(\$516,270)
JUDICIAL	1,376,671	1,346,181	(\$30,490)
LABOR AND EMPLOYMENT	9,032,692	8,816,333	(\$216,359)
LAW	120,671	117,389	(\$3,282)
LEGISLATURE	56,155	54,672	(\$1,483)
LOCAL AFFAIRS	920,364	896,533	(\$23,832)
MILITARY AFFAIRS	473,191	461,435	(\$11,756)
NATURAL RESOURCES	8,980,114	8,766,413	(\$213,701)
PERSONNEL	591,626	581,512	(\$10,114)
PUBLIC HEALTH	6,671,558	6,515,373	(\$156,185)

FY 2012-13 Allocation of IT Common Policy Billings			
Agency	Request	Recommendation	Difference
PUBLIC SAFETY	5,490,437	5,368,438	(\$121,999)
REGULATORY AGENCIES	2,305,162	2,252,113	(\$53,050)
REVENUE	15,143,680	14,805,632	(\$338,048)
STATE	104,844	102,076	(\$2,768)
TRANSPORTATION	9,076,464	8,850,192	(\$226,272)
TREASURER	12,049	11,743	(\$306)
Total	\$98,260,025	\$95,926,580	(\$2,333,445)

Decision Item: Combine All IT Common Policies
<p><i>Request:</i> The Office of the Governor's FY 2012-13 budget request seeks to consolidate four discrete information technology common policies (Management and Administration of OIT, Purchase of Services from the Computer Center, Multiuse Network Payments, and Communication Services Payments) into one aggregated information technology common policy (Purchase of Services from OIT). The Office seeks the change to alleviate administrative burden on State agencies receiving services from OIT and to provide budget flexibility to OIT.</p> <p>OIT received feedback from State agency budget and fiscal officers that consolidating the existing information technology common policies would not impact their ability to allocate information technology billings to their programs and funding sources. OIT indicates that it is able to isolate costs and allocations at the individual service level (staffing, mainframe, email, server hosting, network, etc.).</p> <p>There is no fiscal impact associated with the request.</p> <p><i>Recommendation:</i> Staff consulted with various State agencies and found some proponents of consolidating information technology common policy line items and some agencies that are satisfied with the current appropriation structure due to ease of billing costs to specific programs for each of the four information technology common policies. Staff recommends the Committee not approve the Office's request because not all agencies are in favor of the consolidation. Staff believes that it is feasible to find an appropriation and billing structure solution that suits the needs of OIT and user agencies. However, staff does not believe that consolidating the agency allocation appropriations into one line item is the proper solution.</p>

Management and Administration of OIT

Description: Senate Bill 08-155 (Cadman/Kerr, A.) required billing methodologies to be developed to allocate costs for central OIT administrative services, including a "back office" business services staff for financial and human resource services to the consolidated office. Beginning with FY 2008-09, allocation appropriations were made to executive branch agencies for this function.

Request: The Office of the Governor requests collections totaling \$7,439,308 for Management and Administration of OIT for FY 2012-13. Of this amount, it is requested that \$4,124,500 be

redistributed to the other three information technology common policies based on anticipated service provision of staff in OIT's Management and Administration of OIT subdivision. After the redistribution, the request seeks to recover \$2,929,940 through the Management and Administration of OIT common policy.

Recommendation: Staff recommends the Committee approve collections for recoverable costs of \$7,175,748 for Management and Administration of OIT for FY 2012-13. Of these costs, it is recommended that \$3,845,740 be redistributed to the other three information technology common policies based on anticipated service provision of staff in OIT's Management and Administration of OIT subdivision. After the redistribution, the request seeks to recover \$3,330,008 through the Management and Administration of OIT common policy. Staff's calculations, as compared to the Office's request, for the total recoverable costs for this common policy are found in the table below. Differences between the recommendation and the request are highlighted in yellow.

FY 2012-13 Management and Administration of OIT Billing Breakout		
Part 1: Management and Administration of OIT	Request	Recommendation
Personal Services	\$1,127,581	\$1,106,502
Operating Expenses	150,268	150,268
Statewide IT Management - Personal Services	5,158,061	5,058,551
Statewide IT Management - Operating Expenses	75,000	75,000
Legal Services	37,022	37,022
Indirect Cost Assessment	80,935	80,935
Total	\$6,628,867	\$6,508,278
Part 2: Centrally Appropriated Items	Request	Recommendation
Health, Life, and Dental	\$386,719	\$429,319
Short-term Disability	9,713	9,873
AED	175,607	171,919
SAED	150,912	147,894
Shift Differential	0	0
Workers' Compensation	32,777	32,777
Payment to Risk Management and Property Funds	77,378	77,378
Vehicle Lease Payments	0	0
Leased Space	255,275	255,275
Capitol Complex Leased Space	0	0
Compensated Absences	160,000	160,000
Total	\$1,248,381	\$1,284,435
Part 3: Reconciliation of Over/Under Billings	Request	Recommendation
FY 2008-09	(\$500,085)	(\$500,085)
FY 2009-10	(22,460)	(22,460)
FY 2010-11	84,605	84,605
FY 2011-12	0	(179,025)
Total	(\$437,940)	(\$616,965)
Total Billings Before Redistribution	Request	Recommendation
Sum of Parts 1,2, and 3	\$7,439,308	\$7,175,748
Part 4: Redistribution	Request	Recommendation
Purchase of Services from Computer Center	(\$3,090,093)	(\$2,897,966)
Multiuse Network Payments	(754,456)	(685,476)

FY 2012-13 Management and Administration of OIT Billing Breakout		
Communication Services	(279,951)	(262,298)
Total	(\$4,124,500)	(\$3,845,740)
Total Billings	Request	Recommendation
Sum of Parts 1,2,3, and 4	\$3,314,808	\$3,330,008

The table below illustrates the cost allocation for each agency based on staff's recommendation versus the cost allocation requested by the Office. **Staff recommends that individual analysts calculate fund splits for Management and Administration of OIT appropriations.**

FY 2012-13 Allocation of Management and Administration of OIT Billings			
Agency	Request	Recommendation	Difference
AGRICULTURE	\$17,334	\$17,413	\$79
CORRECTIONS	435,232	437,228	1,996
EDUCATION	0	0	0
GOVERNOR'S OFFICE	0	0	0
HEALTH CARE POLICY AND FINANCING	0	0	0
HIGHER ED	63,975	64,269	293
HIGHER ED (unappropriated)	0	0	0
HUMAN SERVICES	429,755	431,726	1,971
JUDICIAL	0	0	0
LABOR AND EMPLOYMENT	459,926	462,034	2,109
LAW	0	0	0
LEGISLATURE	0	0	0
LOCAL AFFAIRS	7,171	7,204	33
MILITARY AFFAIRS	0	0	0
NATURAL RESOURCES	283,449	284,749	1,300
PERSONNEL	34,977	35,137	160
PUBLIC HEALTH	433,190	435,176	1,986
PUBLIC SAFETY	254,581	255,749	1,167
REGULATORY AGENCIES	133,324	133,936	611
REVENUE	544,672	547,169	2,498
STATE	0	0	0
TRANSPORTATION	217,223	218,219	996
TREASURER	0	0	0
Total	\$3,314,808	\$3,330,008	\$15,200

Purchase of Services from Computer Center

Description: OIT is responsible for the management and operation of the State's data center. The 9,075 square foot enterprise data center operates on a "24 by 7 by 365" basis, and currently houses 600 servers, one mainframe, and the related supporting infrastructure. OIT plans, manages, operates, and delivers the computing infrastructure to customer entities, which include all State agencies and certain institutions of higher education. OIT is responsible for managing the operating system, transaction processing scheduling, and systems management software associated with these resources.

The purchase of services from computer center functional area also includes a number of Statewide applications that support core business functions across multiple state agencies. The applications include the Applicant Data System, the Colorado Financial Reporting System, the Colorado Personnel and Payroll System, and Financial Data Warehouse.

Request: The Office of the Governor requests collections totaling \$69,779,728 for the Purchase of Services from the Computer Center for FY 2012-13.

Recommendation: Staff recommends the Committee approve collections for recoverable costs of \$67,937,439 for the Purchase of Services from the Computer Center for FY 2012-13. Staff's calculations, as compared to the Office's request, for the total recoverable costs for this common policy are found in the table below. Differences between the recommendation and the request are highlighted in yellow.

FY 2012-13 Purchase of Services from Computer Center Billing Breakout		
Part 1: Computer Services	Request	Recommendation
Personal Services	\$44,424,962	\$43,577,059
Operating	5,752,543	5,752,543
Rental, Lease, or Lease/Purchase of CPUs	336,034	336,034
Indirect Cost Assessment	<u>165,321</u>	<u>165,321</u>
Total	\$50,678,860	\$49,830,957
Part 2: Statewide IT Services Administration	Request	Recommendation
Personal Services	\$444,303	436,981
Operating	<u>6,450</u>	<u>6,450</u>
Total	\$450,753	\$443,431
Part 3: Customer Service	Request	Recommendation
Personal Services	\$840,574	824,636
Operating	<u>14,625</u>	<u>14,625</u>
Total	\$855,199	\$839,261
Part 4: Technology Management Unit	Request	Recommendation
Personal Services	\$2,886,684	\$2,831,519
Operating	<u>364,371</u>	<u>364,371</u>
Total	\$3,251,055	\$3,195,890
Part 5: Centrally Appropriated Items	Request	Recommendation
Health, Life, and Dental	\$3,591,180	\$3,986,773
Short-term Disability	71,930	73,113
AED	1,300,431	1,273,122
SAED	1,117,558	1,095,207
Shift Differential	<u>77,532</u>	<u>75,981</u>
Workers' Compensation	141,943	141,943
Payment to Risk Management and Property Funds	0	0
Vehicle Lease Payments	0	0
Leased Space	1,677,036	1,677,036
Capitol Complex Leased Space	182,708	182,708
Compensated Absences	970,000	970,000
Total	\$9,130,318	\$9,475,883
Part 6: Other Costs	Request	Recommendation
Depreciation	\$491,546	\$491,546

FY 2012-13 Purchase of Services from Computer Center Billing Breakout		
e-Fort Out Year Annualization (S.B. 10-148)	800,026	800,026
Total	\$1,291,572	\$1,291,572
Part 7: Reconciliation of Over/Under Billings	Request	Recommendation
FY 2010-11	\$1,031,878	\$1,031,878
FY 2011-12	0	(1,069,399)
Total	\$1,031,878	(\$37,521)
Total Billings Before Redistribution	Request	Recommendation
Sum of Parts 1, 2, 3, 4, 5, 6, and 7	\$66,689,635	\$65,039,473
Part 8: Redistribution	Request	Recommendation
Purchase of Services from Computer Center	\$3,090,093	\$2,897,966
Total	\$3,090,093	\$2,897,966
Total Billings	Request	Recommendation
Sum of Parts 1, 2, 3, 4, 5, 6, 7, and 8	\$69,779,728	\$67,937,439

The table below illustrates the cost allocation for each agency based on staff's recommendation versus the cost allocation requested by the Office. **Staff recommends that individual analysts calculate fund splits for Purchase of Services from Computer Center appropriations.**

FY 2012-13 Allocation of Computer Center Services Billings			
Agency	Request	Recommendation	Difference
AGRICULTURE	\$635,571	\$618,791	(\$16,780)
CORRECTIONS	5,893,970	5,738,360	(155,610)
EDUCATION	193,589	188,478	(5,111)
GOVERNOR'S OFFICE	2,112,199	2,056,434	(55,765)
HEALTH CARE POLICY AND FINANCING	1,021,933	994,952	(26,981)
HIGHER ED	189,702	184,694	(5,008)
HIGHER ED (unappropriated)	532,529	518,470	(14,060)
HUMAN SERVICES	17,860,896	17,389,341	(471,554)
JUDICIAL	768,537	748,247	(20,291)
LABOR AND EMPLOYMENT	7,818,916	7,612,485	(206,431)
LAW	109,738	106,841	(2,897)
LEGISLATURE	56,155	54,672	(1,483)
LOCAL AFFAIRS	823,810	802,060	(21,750)
MILITARY AFFAIRS	352,455	343,150	(9,305)
NATURAL RESOURCES	5,325,212	5,184,618	(140,594)
PERSONNEL	129,948	126,518	(3,431)
PUBLIC HEALTH	5,558,759	5,412,000	(146,760)
PUBLIC SAFETY	2,554,676	2,487,229	(67,447)
REGULATORY AGENCIES	1,819,264	1,771,233	(48,031)
REVENUE	10,148,119	9,880,193	(267,925)
STATE	104,844	102,076	(2,768)
TRANSPORTATION	5,758,018	5,605,998	(152,020)
TREASURER	10,886	10,599	(287)
Total	\$69,779,728	\$67,937,439	(\$1,842,289)

Multiuse Network Payments

Description: The multiuse network (MNT) is a service providing secure, high-speed broadband access to State agencies, schools, colleges, libraries, hospitals, and local governments. The MNT is essentially the state's wide area network, providing network connectivity to every county in the state.

MNT payments represent the cost to the State for administering its share of the MNT build-out with the private consortium. Reimbursements for this functional area are expended for contracts with Qwest (and its consortium), and are based on anticipated billings, using a circuit inventory conducted department by department, for all agencies.

Request: The Office of the Governor requests collections totaling \$19,726,985 for Multiuse Network Payments for FY 2012-13.

***Recommendation:* Staff recommends the Committee approve collections for recoverable costs of \$19,411,989 for Multiuse Network Payments for FY 2012-13.** Staff's calculations, as compared to the Office's request, for the total recoverable costs for this common policy are found in the table below. Differences between the recommendation and the request are highlighted in yellow.

FY 2012-13 Multiuse Network Payments Billing Breakout		
Part 1: Network Services	Request	Recommendation
Personal Services	\$7,590,673	7,445,539
Operating Expenses	9,703,757	9,703,757
ANAP Fees	240,000	240,000
LATA Crossing Fees	156,000	156,000
Existing MNT Circuits	8,385,424	8,385,424
Network Monitoring	109,800	109,800
Equipment Maintenance	106,129	106,129
Front Range Gigapop	106,404	106,404
Non-Qwest Agg. Costs	350,000	350,000
Network Security	250,000	250,000
Operating Adjustment in Leased Space	(33,750)	(33,750)
Indirect Cost Assessment	15,637	15,637
Total	\$17,310,067	\$17,164,933
Part 2: Order Billing	Request	Recommendation
Personal Services	620,946	609,355
Operating Expenses	10,750	10,750
Total	\$631,696	\$620,105
Part 3: Centrally Appropriated Items	Request	Recommendation
Health, Life, and Dental	\$589,396	\$654,322
Short-term Disability	11,865	12,060
AED	176,501	172,795
SAED	116,337	114,010
Shift Differential	0	0
Workers' Compensation	23,720	23,720
Payment to Risk Management and Property Funds	0	0
Vehicle Lease Payments	0	0

FY 2012-13 Multiuse Network Payments Billing Breakout		
Leased Space	220,010	220,010
Capitol Complex Leased Space	3,816	3,816
Compensated Absences	160,000	160,000
Total	\$1,301,645	\$1,360,733
Part 4: Other Costs	Request	Recommendation
Depreciation adjustment	(\$50,000)	(\$50,000)
Increase in Telecomm Direct Billings	(750,000)	(750,000)
Total	(\$800,000)	(\$800,000)
Part 5: Reconciliation of Over/Under Billings	Request	Recommendation
FY 2008-09	(\$170,776)	(\$170,776)
FY 2009-10	(157,106)	(157,106)
FY 2010-11	857,003	857,003
FY 2011-12	0	(148,379)
Total	\$529,121	\$380,742
Total Billings Before Redistribution	Request	Recommendation
Sum of Parts 1, 2, 3, 4, and 5	\$18,972,529	\$18,726,513
Part 6: Redistribution	Request	Recommendation
Multiuse Network Payments	754,456	685,476
Total	\$754,456	\$685,476
Total Billings	Request	Recommendation
Sum of Parts 1, 2, 3, 4, 5, and 6	\$19,726,985	\$19,411,989

The table below illustrates the cost allocation for each agency based on staff's recommendation versus the cost allocation requested by the Office. **Staff recommends that individual analysts calculate fund splits for Multiuse Network Payments appropriations.**

FY 2012-13 Allocation of Multiuse Network Payments Billings			
Agency	Request	Recommendation	Difference
AGRICULTURE	\$210,479	\$207,118	(\$3,361)
CORRECTIONS	3,113,041	3,063,333	(49,708)
EDUCATION	104,728	103,055	(1,672)
GOVERNOR'S OFFICE	164,809	162,177	(2,632)
HEALTH CARE POLICY AND FINANCING	248,064	244,103	(3,961)
HIGHER ED	0	0	0
HIGHER ED (unappropriated)	25,014	24,615	(399)
HUMAN SERVICES	2,504,406	2,464,417	(39,990)
JUDICIAL	582,667	573,363	(9,304)
LABOR AND EMPLOYMENT	753,850	741,813	(12,037)
LAW	0	0	0
LEGISLATURE	0	0	0
LOCAL AFFAIRS	53,606	52,750	(856)
MILITARY AFFAIRS	93,544	92,051	(1,494)
NATURAL RESOURCES	2,300,996	2,264,254	(36,742)
PERSONNEL	425,138	418,350	(6,789)
PUBLIC HEALTH	650,488	640,101	(10,387)
PUBLIC SAFETY	2,009,626	1,977,537	(32,089)
REGULATORY AGENCIES	352,574	346,944	(5,630)

FY 2012-13 Allocation of Multiuse Network Payments Billings			
Agency	Request	Recommendation	Difference
REVENUE	4,370,284	4,300,500	(69,784)
STATE	0	0	0
TRANSPORTATION	1,762,507	1,734,364	(28,143)
TREASURER	<u>1,162</u>	<u>1,144</u>	<u>(19)</u>
Total	\$19,726,985	\$19,411,989	(\$314,996)

Communication Services Payments

Description: The state microwave radio infrastructure and the Digital Trunked Radio System (DTRS) provides interoperability between public safety agencies and emergency responders to over 197 sites on 95 percent of the State's roadways, and serves more than 1,000 State, local, federal, and tribal agencies. OIT charges user agencies of the State for the operations and maintenance of the state's public safety communications infrastructure. The cost allocation methodology for this functional area establishes department appropriations based upon the total inventory of legacy mobile and portable VHF radio units, as well as digital trunked radios (DTR) in use by departments.

Request: The Office of the Governor requests collections totaling \$5,438,504 for Communication Services Payments for FY 2012-13.

Recommendation: Staff recommends the Committee approve collections for recoverable costs of \$5,247,144 for Communication Services Payments for FY 2012-13. Staff's calculations, as compared to the Office's request, for the total recoverable costs for this common policy are found in the table below. Differences between the recommendation and the request are highlighted in yellow.

FY 2012-13 Communication Services Payments Billing Breakout		
Part 1: Communications Services	Request	Recommendation
Personal Services	\$3,637,208	3,571,144
Operating Expenses	183,231	183,231
Training	22,000	22,000
Utilities	165,002	165,002
Indirect Cost Assessment	<u>52,596</u>	<u>52,596</u>
Total	\$4,060,037	\$3,993,973
Part 2: Centrally Appropriated Items	Request	Recommendation
Health, Life, and Dental	\$196,084	\$217,684
Short-term Disability	4,772	4,850
AED	86,282	84,470
SAED	74,149	72,666
Shift Differential	0	0
Workers' Compensation	10,730	10,730
Payment to Risk Management and Property Funds	4,073	4,073
Vehicle Lease Payments	91,010	91,010
Leased Space	219,200	219,200
Capitol Complex Leased Space	11,856	11,856
Compensated Absences	<u>25,000</u>	<u>25,000</u>

FY 2012-13 Communication Services Payments Billing Breakout		
Total	\$723,156	\$741,539
Part 3: Other Costs	Request	Recommendation
Backfill of Public Safety Trust Fund	\$163,979	\$163,979
Operating Appropriation Increase	48,600	0
Total	\$212,579	\$163,979
Part 4: Reconciliation of Over/Under Billings	Request	Recommendation
FY 2008-09	\$1	\$1
FY 2009-10	1	1
FY 2010-11	162,779	162,779
FY 2011-12	0	(77,426)
Total	\$162,781	\$85,355
Total Billings Before Redistribution	Request	Recommendation
Sum of Part 1, 2, 3, and 4	\$5,158,553	\$4,984,846
Part 5: Redistribution	Request	Recommendation
Communication Services Payments	279,951	262,298
Total	\$279,951	\$262,298
Total Billings	Request	Recommendation
Sum of Parts 1, 2, 3, 4, and 5	\$5,438,504	\$5,247,144

The table below illustrates the cost allocation for each agency based on Staff's recommendation versus the cost allocation requested by the Office. **Staff recommends that individual analysts calculate fund splits for Communication Services Payments appropriations.**

FY 2012-13 Allocation of Communication Services Payments Billings			
Agency	Request	Recommendation	Difference
AGRICULTURE	\$12,880	\$12,427	(\$453)
CORRECTIONS	1,831,202	1,766,769	(\$64,433)
EDUCATION	0	0	\$0
GOVERNOR'S OFFICE	0	0	\$0
HEALTH CARE POLICY AND FINANCING	0	0	\$0
HIGHER ED	627	604	(\$22)
HIGHER ED (unappropriated)	112,097	108,153	(\$3,944)
HUMAN SERVICES	190,315	183,618	(\$6,696)
JUDICIAL	25,467	24,570	(\$896)
LABOR AND EMPLOYMENT	0	0	\$0
LAW	10,932	10,548	(\$385)
LEGISLATURE	0	0	\$0
LOCAL AFFAIRS	35,778	34,519	(\$1,259)
MILITARY AFFAIRS	27,191	26,235	(\$957)
NATURAL RESOURCES	1,070,458	1,032,792	(\$37,665)
PERSONNEL	1,563	1,508	(\$55)
PUBLIC HEALTH	29,121	28,097	(\$1,025)
PUBLIC SAFETY	671,553	647,924	(\$23,629)
REGULATORY AGENCIES	0	0	\$0
REVENUE	80,605	77,769	(\$2,836)
STATE	0	0	\$0
TRANSPORTATION	1,338,715	1,291,611	(\$47,104)

FY 2012-13 Allocation of Communication Services Payments Billings

Agency	Request	Recommendation	Difference
TREASURER	<u>0</u>	<u>0</u>	<u>\$0</u>
Total	\$5,438,504	\$5,247,144	(\$191,360)