

JOINT BUDGET COMMITTEE



STAFF FIGURE SETTING FY 2020-21

DEPARTMENT OF PERSONNEL

(Including Fleet Vehicles Common Policy)

JBC WORKING DOCUMENT - SUBJECT TO CHANGE
STAFF RECOMMENDATION DOES NOT REPRESENT COMMITTEE DECISION

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HOW TO USE THIS DOCUMENT

The Department Overview contains a table summarizing the staff recommended incremental changes followed by brief explanations of each incremental change. A similar overview table is provided for each division, but the description of incremental changes is not repeated, since it is available under the Department Overview. More details about the incremental changes are provided in the sections following the Department Overview and the division summary tables.

Decision items, both department-requested items and staff-initiated items, are discussed either in the Decision Items Affecting Multiple Divisions or at the beginning of the most relevant division. Within a section, decision items are listed in the requested priority order, if applicable.

DEPARTMENT OVERVIEW

The Department provides centralized human resources and administrative support functions for state agencies.

- The **Executive Director's Office** provides centralized administrative, budget, and accounting staff. It also includes the Office of the State Architect and the Colorado State Employees Assistance Program (C-SEAP).
- The **State Personnel Board**, located in the Department but constitutionally independent, oversees the State Personnel System pursuant to Article XII, Sections 13, 14, and 15 of the Colorado Constitution.
- The **Division of Human Resources** establishes statewide human resource programs and systems to meet constitutional and statutory requirements and provides support services to state agency human resource offices.
- The **Office of Risk Management** in the Division of Human Resources administers and negotiates the state's coverage for workers' compensation, property, and liability insurance.
- The **Division of Central Services** exists to maximize efficiencies for the state through consolidated common business services and includes Integrated Document Solutions, the State Archive, and the Address Confidentiality program.
 - The **Integrated Document Solutions** unit provides document- and data-related support services, including print and design, mail operations, digital imaging, data entry, manual forms and document processing.
- The **Division of Accounts and Control** oversees statewide expertise and guidance to state agencies on procurement and contracting and includes the **Office of the State Controller**, who maintains the state's financial records, in part through the Colorado Operations Resource Engine (CORE), the state's accounting system.
- The **Office of Administrative Courts** provides a statewide, centralized, independent administrative law adjudication system, including hearing cases for workers' compensation, public benefits, professional licensing, and Fair Campaign Practices Act complaints filed with the Secretary of State.
- The **Division of Capital Assets** administers the statewide fleet vehicle program and the Capitol Complex facilities maintenance program in addition to overhead shared between the two.

SUMMARY OF STAFF RECOMMENDATIONS

DEPARTMENT OF PERSONNEL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$210,322,472	\$14,980,606	\$16,939,500	\$178,402,366	\$0	426.7
HB 20-1254 (Supplemental Bill)	(79,563)	1,499,330	(2,453,517)	874,624	0	(21.8)
Other legislation	727,130	652,790	0	74,340	0	0.0
TOTAL	\$210,970,039	\$17,132,726	\$14,485,983	\$179,351,330	\$0	404.9
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$210,970,039	\$17,132,726	\$14,485,983	\$179,351,330	\$0	404.9
R2 Telematics for state fleet vehicles	389,374	0	0	389,374	0	1.0
R3 Core information security audit finding	79,376	0	0	79,376	0	0.0
R4 Streamlining electronic document processing	15,910	3,605	0	12,305	0	0.0
R6 Technical correction SB 19-135 appropriation	0	0	0	0	0	0.0
R7 Unused authority for license plate registrations	(1,000,000)	0	(1,000,000)	0	0	0.0
R8 Collections services refinance and restructure	(1,284,435)	166,394	(1,763,923)	313,094	0	(23.4)
R9 Postage spending authority reduction	(3,000,000)	0	0	(3,000,000)	0	0.0
R10 Statewide planning services unused spending authority	(980,000)	(980,000)	0	0	0	0.0
Centrally appropriated line items	2,196,060	664,325	(272,879)	1,804,614	0	0.0
Annualize prior year budget action	1,329,049	298,993	(2,104)	1,032,160	0	0.0
Annualize prior year legislation	376,654	(1,443,273)	2,592,771	(772,844)	0	21.8
Nonprioritized request items	54,485	7,647	(112,145)	158,983	0	0.0
Refinance GF with cash funds	0	(30,923)	30,923	0	0	0.0
Technical adjustments	(54,181)	70,033	(124,214)	0	0	0.0
CHANGES THAT AFFECT COMMON POLICIES						
Property program adjustment	2,478,647	0	0	2,478,647	0	0.0
R5 Annual fleet vehicle request	1,163,580	0	0	1,163,580	0	0.0
Capitol complex program adjustment	377,785	0	32,188	345,597	0	0.0
Workers Compensation program adjustment	(1,345,961)	0	0	(1,345,961)	0	0.0
Liability program adjustment	(346,570)	0	0	(346,570)	0	0.0
CORE program adjustment	0	0	(763,776)	763,776	0	0.0
Administrative Courts adjustment	0	0	0	0	0	0.0
TOTAL	\$211,419,812	\$15,889,527	\$13,102,824	\$182,427,461	\$0	404.3
INCREASE/(DECREASE)	\$449,773	(\$1,243,199)	(\$1,383,159)	\$3,076,131	\$0	(0.6)
Percentage Change	0.2%	(7.3%)	(9.5%)	1.7%	n/a	(0.1%)
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$622,761	(\$128,096)	\$221,858	\$528,999	\$0	0.0

DESCRIPTION OF INCREMENTAL CHANGES

R2 TELEMATICS FOR STATE FLEET VEHICLES: The recommendation includes an increase of \$389,374 reappropriated funds and 1.0 FTE in FY 2020-21 for the installation and ongoing support of telematics units in all fleet vehicles managed by the Department's State Fleet Management Program.

The Department will work with its vendor to retrofit the existing fleet over the next four fiscal years, targeting a quarter of the fleet each year. New vehicles will be delivered to assigned agencies with telematics devices already installed. The Department is seeks 1.0 FTE to manage the data, provide change management associated with the information, and communicate with agency fleet managers.

R3 CORE INFORMATION SECURITY AUDIT FINDING: The recommendation includes an increase of \$79,376 reappropriated funds to implement policies recommended by the Office of the State Auditor as part of the [Statewide Single Audit Fiscal Year Ended June 30, 2017](#). The audit included three findings related to information security of data maintained in the Colorado Open Resource Engine (CORE), i.e., the state's IT system for financial accounting and payroll. The Department was able to resolve two of the findings quickly but, is seeking funding to address the third finding.

R4 STREAMLINING ELECTRONIC DOCUMENT PROCESSING: The recommendation includes an increase of \$15,910 total funds, including \$3,605 General Fund and \$12,305 reappropriated funds in FY 2020-21 to expand the usage of DocuSign to the Colorado State Employees Assistance Program (C-SEAP) intake forms and for electronic processing of contracts by the Department's procurement and contracts unit.

R6 TECHNICAL CORRECTION SB 19-135 APPROPRIATION: The recommendation includes a technical correction moving funding for SB 19-135 (State Procurement Disparity Study) from the Operating Expenses line item in (5) Division of Accounts and Control (B) Procurement and Contracts, to the (5) Division of Accounts and Control (B) Procurement and Contracts, Personal Services line item in order to comply with statute when making vendor payments in both FY 2019-20 and FY 2020-21.

R7 UNUSED AUTHORITY FOR LICENSE PLATE REGISTRATIONS: The recommendation includes a reduction of \$1.0 million in cash funds spending authority in FY 2020-21 and ongoing for the Disability Investigational and Pilot Support Procurement program based on the program's recent and anticipated expenditures, which averaged \$375,000 in FY 2014-15 and FY 2015-16 and ranged from \$4,000 to \$62,000 in subsequent years.

R8 COLLECTIONS SERVICES REFINANCE AND RESTRUCTURE : The recommendation includes a net decrease of \$1,284,435 total funds and 23.4 FTE, which consists of a decrease of \$1,763,923 cash funds and an *increase* of \$166,394 General Fund and \$313,094 reappropriated funds, in FY 2020-21 and FY 2021-22 to address operational challenges encountered due to recent changes in state and federal policy. The change is a programmatic refinance and restructure of the Central Collections Services (Central Collections) program within the Division of Accounts and Control to refocus the program on the utilization of federal and State tax offsets. The Department expects the restructuring of Central Collections will allow for better customer service and continue debt collection on behalf of agencies through private collection agents and intercepts. Currently, the program has numerous vacancies, which allows for the migration from 28.0 FTE to 4.3 FTE, to occur with minimal layoff costs. With the reduction in staff, the program intends on collecting enough revenue to meet expenditures. Should the program experience additional collection limitations in the future, the Department will be forced to request additional General Fund or consider shutting down Central Collections altogether.

R9 POSTAGE SPENDING AUTHORITY REDUCTION: The recommendation includes a reduction of \$3,000,000 reappropriated funds spending authority in FY 2020-21 and ongoing for the Integrated

Document Solutions Postage line item to more closely align spending authority with the volume of use. Appropriations to other state agencies remain unaffected. Additional funding for Postage was approved for FY 2018-19 and FY 2019-20 based on projected growth in correspondence made to clients of Colorado Benefits Management System (CBMS). Those projections used processes in effect at the time the request was written, however, in the interim the Program worked with CBMS to reduce postage costs by adjusting the printing process and envelope size.

R10 STATEWIDE PLANNING SERVICES UNUSED SPENDING AUTHORITY: The recommendation includes a one-time reduction of \$980,000 General Fund for the Office of the State Architect’s Statewide Planning Services in FY 2020-21. The State developed this program pursuant to S.B. 15-270 (Create Office of State Architect) which directed the State Architect to assist state agencies to complete master plans to inform capital construction decisions. Since its creation in 2015, the Statewide Planning Services program receives an appropriation of \$1,000,000 per fiscal year, with the statutory authority to roll forward unspent funding from each year, for up to a total of three fiscal years, as specified in the footnotes of each Long Bill. Planning is a long-term process which can create a gap between project completions and payments.

CENTRALLY APPROPRIATED LINE ITEMS: The recommendation includes adjustments to centrally appropriated line items for the following:

CENTRALLY APPROPRIATED LINE ITEMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Salary survey	\$908,734	\$352,406	\$43,466	\$512,862	\$0	0.0
Payments to OIT	732,963	212,623	67,159	453,181	0	0.0
Indirect cost assessment	605,291	0	22,236	583,055	0	0.0
Capitol Complex leased space	121,914	520,458	(76,843)	(321,701)	0	0.0
Health, life, and dental	85,506	91,862	(211,901)	205,545	0	0.0
Legal services	62,949	101,615	22,186	(60,852)	0	0.0
CORE	59,673	17,110	5,501	37,062	0	0.0
AED	25,388	39,040	(40,764)	27,112	0	0.0
SAED	25,388	39,040	(40,764)	27,112	0	0.0
Leased space escalator	2,175	0	0	2,175	0	0.0
Short-term disability	395	1,136	(1,396)	655	0	0.0
Indirect cost allocation	0	(605,291)	0	605,291	0	0.0
Paid family leave	0	0	0	0	0	0.0
Payment to risk management / property funds	(346,223)	(93,876)	(32,789)	(219,558)	0	0.0
Workers’ compensation	(53,687)	(14,314)	(5,127)	(34,246)	0	0.0
PERA Direct Distribution	(32,407)	2,516	(23,200)	(11,723)	0	0.0
Shift differential	(1,356)	0	0	(1,356)	0	0.0
ALJ	(643)	0	(643)	0	0	0.0
TOTAL	\$2,196,060	\$664,325	(\$272,879)	\$1,804,614	\$0	0.0

ANNUALIZE PRIOR YEAR BUDGET ACTION: The recommendation includes a net increase of \$1,329,049 total funds, including an increase of \$298,993 General Fund, for adjustments related to prior year budget actions as outlined in the following table.

ANNUALIZE PRIOR YEAR BUDGET ACTION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY19-20 Printing and mailing for DRIVES	\$1,032,160	\$0	\$0	\$1,032,160	\$0	0.0

ANNUALIZE PRIOR YEAR BUDGET ACTION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY15-16 Total comp. vendor	300,000	300,000	0	0	0	0.0
FY13-14 Employee engagement survey	116,700	116,700	0	0	0	0.0
FY19-20 IDS Increased input costs	8,012	8,012	0	0	0	0.0
FY20-21 Capitol portraits restoration	(125,000)	(125,000)	0	0	0	0.0
Prior year salary survey	(2,823)	(719)	(2,104)	0	0	0.0
TOTAL	\$1,329,049	\$298,993	(\$2,104)	\$1,032,160	\$0	0.0

ANNUALIZE PRIOR YEAR LEGISLATION: The recommendation includes a net increase of \$376,654 total funds, including a decrease of \$1,443,273 General Fund, for adjustments related to prior year legislation as outlined in the following table.

ANNUALIZE PRIOR YEAR LEGISLATION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
SB18-200 PERA	\$151,747	\$58,847	\$7,254	\$85,646	\$0	0.0
SB13-276 Disability investigational pilot program	82,000	0	82,000	0	0	0.0
HB20-1254 (Supplemental Bill)	79,563	(1,499,330)	2,453,517	(874,624)	0	21.8
HB13-1286 Suspend state recovery audits	50,000	0	50,000	0	0	0.0
HB19-1090 Publicly licensed marijuana companies	9,900	0	0	9,900	0	0.0
HB19-1230 Marijuana hospitality establishments	4,790	0	0	4,790	0	0.0
SB19-186 Expand ag chemical management	2,000	0	0	2,000	0	0.0
SB19-220 Align hemp regulation with fed	2,000	0	0	2,000	0	0.0
HB19-1278 Uniform election modification	(2,790)	(2,790)	0	0	0	0.0
SB18-1267 Tax credit for home retrofit	(1,356)	0	0	(1,356)	0	0.0
HB19-1085 Grants for property tax, heat, rent	(1,200)	0	0	(1,200)	0	0.0
TOTAL	\$376,654	(\$1,443,273)	\$2,592,771	(\$772,844)	\$0	21.8

NONPRIORITIZED REQUEST ITEMS: The recommendation includes an increase of \$54,485 total funds, including \$7,647 General Fund, for adjustments related to requests made by other Departments that affect the budget of the Department, which are summarized below:

NONPRIORITIZED REQUEST ITEMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	Federal Funds	FTE
NBA Mobile monitoring of oil and gas health effects	\$102,462	\$0	\$0	\$102,462	\$0	0.0
NP DPS Capitol Security adjustment	27,779	0	0	27,779	0	0.0
OIT Budget request package	27,578	7,647	2,585	17,346	0	0.0
DPA Annual fleet vehicle request	5,555	0	(2,480)	8,035	0	0.0
NP Creation of contract management office	3,361	0	0	3,361	0	0.0
NP CAP Eliminate appropriation from Legislative Department cash fund	(112,250)	0	(112,250)	0	0	0.0
TOTAL	\$54,485	\$7,647	(\$112,145)	\$158,983	\$0	0.0

NONPRIORITIZED REQUEST ITEMS: The recommendation includes a decrease of \$30,923 General Fund refinanced with \$30,923 cash funds from rebates anticipated from the state purchasing card program.

TECHNICAL ADJUSTMENTS: The request includes several adjustments to reflect refinancing General Fund with reappropriated funds or cash funds, it also includes an increase of \$70,033 General Fund for a contractual obligation for digital storage utilized by it.

PROPERTY PROGRAM: The recommendation includes an increase of \$2.5 million reappropriated funds based on the amount of payments anticipated to be required to be paid by the property program for property policies.

R5 ANNUAL FLEET VEHICLE REQUEST: The request includes a \$1.2 million increase in reappropriated funds for the Vehicle Replacement Lease/Purchase line item for the Fleet Management Program. The recommendation is to replace 612 out of 740 vehicles requested to be replaced, including 190 hybrid vehicles, 127 electric vehicles, 3 CNG-capable vehicles, and 292 conventional combustion engine vehicles.

CAPITOL COMPLEX PROGRAM: The recommendation includes an increase of \$377,785 total funds, including \$32,188 cash funds and \$345,597 reappropriated funds to account for changes approved by the Committee related to the Capitol Complex common policy.

CORE PROGRAM: The recommendation includes a decrease of \$763,776 cash funds offset by an equal amount of reappropriated funds for CORE Operations base adjustments for the Payments for CORE and Support Modules line item. This adjustment refinances the fund source from the Supplier Database Cash Fund (cash funds) to state agency user fees (reappropriated funds).

WORKERS' COMPENSATION PROGRAM: The recommendation includes a decrease of \$1.3 million reappropriated funds associated with the Workers' Compensation program to adjust the base. Changes include a reduction of \$1.0 million reappropriated funds for the payment of claims anticipated by the contractual actuary, \$0.2 million reduction to the third-party administrator fees and loss control line item, and \$0.1 million for the Excess policy line item.

LIABILITY PROGRAM: The request includes a decrease of \$346,750 reappropriated funds based on the Department's estimated payments required to be paid to reduce liability for injuries and damages affecting state agencies, which were included as components of the Department's Payment to Risk Management and Property Fund common policy.

MAJOR DIFFERENCES FROM THE REQUEST

The primary difference between the Department's request and Staff recommendation include:

- the FTE recommended to be added related to R2 Telematics for state fleet vehicles does not include adjustments for common policies, pursuant to established JBC policy; and
- For R5 Annual Fleet Vehicle request, the Department requested replacement of 740 total vehicles and the staff recommendation is to replace 612 total vehicles. This results in the staff recommendation for the Department to be \$252,575 lower than requested and the allocations to user-agencies to be \$495,836 lower than requested.

DECISION ITEMS AFFECTING OTHER DEPARTMENTS

→ R1 PAID FAMILY LEAVE

REQUEST AND RECOMMENDATION: The Department request included an increase \$9,996,442 total funds from all state agencies, including an estimated \$5,494,624 General Fund, to fund a Family Leave program for State employees that work in critical positions. The request and recommendation was presented by Mr. Kemm on January 23, 2020, and the Committee adopted the recommendation to deny the request based on a recommendation that funding Paid Family Leave for employees in critical positions required statutory change. The following link will take you to the [staff document from January 23, 2020](#).

DECISION ITEMS AFFECTING MULTIPLE DIVISIONS

→ R2 TELEMATICS FOR FLEET VEHICLES

REQUEST: The Department of Personnel's State Fleet Management (Fleet) Program requests \$404,643 in reappropriated funds spending authority for FY 2020-21, \$745,084 for FY 2021-22 and annualized amounts for subsequent years for the installation and ongoing support of telematics units in all fleet vehicles managed by the Department's Fleet Program. The Department's approach would be conducted over the next four fiscal years to manage the installation to coincide with routine maintenance or travel given the considerable size and geographic dispersion of the vehicles within the State of Colorado Fleet. Included in the request is funding for 1.0 FTE starting in FY 2020-21 to manage and provide change management associated with the information and data coming from the telematics devices.

RECOMMENDATION: The recommendation is to approve an increased appropriation of \$389,374 reappropriated funds and 1.0 FTE in FY 2020-21. The difference between the Department request and the staff recommendation is that the recommendation does not include funding for centrally appropriated line items, pursuant to Joint Budget Committee policy.

DISCUSSION: The Fleet Program manages approximately 6,300 vehicle assets for all State agencies and through its economies of scale it can obtain significant price reductions by aggregating purchasing opportunities and funding resources. The program facilitates all maintenance, repairs, fuel expense, and accident repairs and maintains a database with detailed history for each vehicle. Reporting on these data points is critical for decision makers when determining life cycle costs for alternate fuel vehicles or expanding the fleet. Each year, vehicles in the state fleet drive approximately 71 million miles and utilize 4.4 million gallons of fuel, and Fleet Program currently relies on the fuel card to report fueling information and individual reporting of miles driven through spreadsheets and a custom but not state-of-the-art database.

Many fleet managers across governments and commercial entities have adopted telematics into their fleet operations and the Department reports the use of telematics solutions is becoming the industry standard.

WHAT IS TELEMATICS?

Telematics is the field of study that combines vehicular technologies with telecommunications devices. An example familiar to most is the integration of GPS navigation in passenger vehicles but the telematics field includes more generally the technology of sending, receiving, and storing information using telecommunication devices to control remote objects. Telematics devices installed in vehicles gather, transmit, store, and process vehicle data for the purpose of tracking and monitoring vehicle measurements and utilization. Data analytics transmitted from vehicles managed through a commercial off the shelf web-based system can be used to more effectively manage the State Fleet and increase compliance with fuel policies, safety and risk policies, and reduction of fraud, among others.

The system selected by the Department tracks actual miles driven, engine diagnostics such as error codes associated with a check engine light, and vehicle position and speed. Vehicle tracking allows the software to alert managers if a vehicle leaves a previously designated area through zone mapping, whether a missed fueling opportunity at a nearby alternative fuel station occurred, and whether there are outstanding maintenance or repairs. The devices can also emit some sort of tone to alert the driver.

Other features identified in the request include being able to manage fleet policies while utilizing information reported in the following areas:

- Predictive maintenance abilities, remote diagnostics, and fuel management by tracking idling and other fuel-use habits;
- Logging of hours, usage, vehicle inspections, carbon dioxide emissions;
- Accident notifications, ability to locate vehicles, driver risk behavior reporting; and
- Improved customer service with trip reporting, GPS real time tracking

REDUCED LEAD TIME

Even as the Department takes a measured approach to retrofit the fleet over a four-year period, it is eager to implement telematics solutions in the Fleet Program. One notable component of the request is that if approved there will not be the standard lead-time associated with government procurement. The Fleet Program has already conducted a competitive solicitation and selected its vendor. The solicitation was the result of a pilot program funded with grant funding and in partnership with the National Renewable Energy Laboratory in Golden and the Colorado Energy Office.

ANTICIPATED EFFECTS OF TELEMATICS IMPLEMENTATION

Industry literature provided by the Department indicates that the implementation of telematics programs results in reduced fuel, accident, and maintenance costs. According to a study performed by the State of Utah, a properly implemented telematics program can increase driver safety, improve driving behavior, and reduce the total overall cost of ownership of a fleet. A beneficial and commonly understood side effect of a properly managed fleet is lower greenhouse gas (GHG) emissions based on reduced resource consumption through modified drive patterns and operator coaching. The following are some examples of outcomes experienced by other entities, which the Department expects it will realize with its data program.

REDUCED FUEL COSTS: According to the U.S. Department of Energy, rapid acceleration and heavy braking can reduce fuel economy by up to 33 percent for highway driving and 5 percent on city roads. Similar to the experience of Utah, the use of in-cab, real-time notifications can be utilized to reduce speeding and unnecessary idling, which will increase fuel efficiency and reduce emissions.

REDUCED MAINTENANCE COSTS AND ACCIDENT COSTS: Real-time, in-cab notifications will also be utilized to provide coaching to limit aggressive driving and/or vehicle abuse. According to the Utah study, unscheduled repairs can drive up the indirect cost of repairs through lost employee time and productivity and telematics has shown to reduce maintenance and repair costs by as much as 14 percent. Additionally, a whitepaper produced by the state’s vendor describes academics research that concludes “insurance companies have reported a 45 percent reduction in accidents and a 50 percent reduction in accident payout costs via the use of telematics. Moreover, this reduction in accident claims can translate into a 5 percent to 25 percent reduction in comprehensive insurance costs.” As a self-insured entity, the State of Colorado would benefit directly from these outcomes.

REDUCED UNNECESSARY FLEET VEHICLES AND INCREASED PRODUCTIVITY: Currently the Fleet Program uses manual tracking of mileage to monitor vehicle utilization and determine if the vehicle is underutilized. While for fleets where telematics has not been implemented, this is the industry standard, it does not show a full picture. There are cases where high mileage might only be indicative of a few days of use per month, whereas a low mileage would traditionally indicate an underutilized vehicle, but could really be representative of a vehicle driven daily (such as a correctional facility). Data from telematics can facilitate conversations around vehicle utilization and may reduce the need for certain vehicles.

JBC staff recommends the Committee approve the underlying policy in Department’s request, however, the recommendation does not includes appropriations associated with health, life, and dental, short term disability, or supplemental PERA payments. The staff recommendation is for an increase of \$389,374 reappropriated funds and 1.0 FTE. The reappropriated funds will draw down on the Department’s balance in the Motor Fleet Management Fund, and does therefore not require an allocation through the Fleet common policy for FY 2020-21 and FY 2021-22. Costs will be incorporated into the Fleet common policy in FY 2022-23 and ongoing.

→ R4 STREAMLINING E-DOCUMENT PROCESSING

REQUEST: The Department requests an increase of \$15,910 total funds in FY 2020-21, comprised of \$3,605 General Fund and \$12,305 reappropriated funds for increased use of Docusign for managing contracts, amendments, option letters, task orders, interagency agreements, intergovernmental agreements, and documents with personally identifiable information. The requested adjustment for reappropriated funds, which annualizes to \$12,305 in FY 2021-21, supports Docusign utilized by the Colorado State Employees Assistance Program for costs associated with employees completing intake forms that include personally identifiable information and require employee signatures. The General Fund requested, which annualizes to \$1,855 in FY 2021-22, is for increased Docusign usage by the Executive Director’s Office for the execution of a number of legal documents that require the Executive Director’s authorization and signature.

RECOMMENDATION: The recommendation is to approve the Department request.

DISCUSSION: The Department’s procurement and contracts unit in the Executive Director’s Office and the Colorado State Employees Assistance Program (CSEAP) have identified a low cost solution to streamline management of legal documents, expanded use of Docusign.

For the procurement and contracts unit, the process for getting any contract documents signed involves having vendors print the document and provide a signature. The Department has permission from the Central Contracts Unit for the vendor to email the Department a scanned version of the signed copy for internal signature routing. The vendor must still mail the signed copy and the Department prints three separate versions of the scanned copy and route those simultaneously to the necessary signatories which can include the Attorney General's Office (AG), and the Governor's Office of Information Technology (OIT), along with either the Department's Executive Director or Deputy Executive Director, and finally the Department's Controller. This process can take anywhere from a few days to a few weeks depending on the complexity of the contract. Implementing DocuSign abilities reduces lead time and eliminates potentially burdensome steps for vendors that are comfortable utilizing technology for contracting.

Likewise, CSEAP would like to expand the use of DocuSign as part of the intake process when employees request counseling services. Documents and forms required prior to the first visit may include a disclosure form required by the Department of Regulatory Agencies (DORA) and may also include various clinical assessment questionnaires. Electronic submission of these forms would eliminate potential errors due to illegible handwriting or omitted data. Digital forms cannot be submitted until they are entirely complete, and data is captured and automatically sent back to the program; a much more efficient and accurate process. The information provided by clients on these forms include Protected Health Information (PHI) which can be critical in forming an approach to be used by the counselor during sessions improving quality of care. Patients can fill out forms completely and thoughtfully without feeling rushed as they might in the office before a scheduled appointment and counselors can review client's information before the clients' first appointment. HIPAA Privacy Rule provides federal protections for PHI held by covered entities and gives patients' rights with respect to that information. DocuSign is HIPAA compliant. Because of the process efficiencies generated in the Intake Coordinator's workflow, time savings can be guided to tasks such as answering phone calls from clients. These phone calls are currently directed to voicemail and wait for program attention as time allows.

DocuSign is an industry standard and one with a history that gives users confidence any personal and/or private information will remain as such in the DocuSign environment. While adopting this requested increase is not foreseen to result in cost savings, program staff will be able to prioritize the time saved through reduced data entry to more meaningful activities such as direct contact with CSEAP program participants.

JBC staff recommends the Committee approve the Department request.

→ R8 COLLECTIONS SERVICES REFINANCE AND RESTRUCTURE

REQUEST: The Department of Personnel requests a programmatic refinance and restructure of the Central Collections Services (CCS) program within the Division of Accounts and Control to refocus the program on the utilization of federal and State tax offsets. For the second year of this request that was approved and included in the Department's supplemental bill, the request includes an overall decrease of \$1,284,435 total funds, comprised of (1) an increase of \$166,394 General Fund and \$313,094 cash funds and (2) a decrease of \$1,763,923 cash fund spending authority and 23.4 FTE.

RECOMMENDATION: The recommendation is to approve the Department request.

DISCUSSION: The Central Collections Services (CCS) program works with state and federal partners to provide revenue recovery services to state agencies and political subdivisions. As a result of limitations on collection sources, loss of clients, and personal services attrition, the CCS program is not collecting enough revenue to be sustainable. Recent statutory changes have granted clients that typically had high value debt the ability to opt-out of the program, leaving only low value debt to be forwarded to CCS. Additionally, major changes in Federal Tax laws, which increased the standard deduction amount, reduced most tax rates, and shifted tax filings to include standard deduction instead of itemized deductions, decreased the amount of federal tax offsets available to for interception to collect outstanding debts. This directly impacted the pool of available revenue for collection and as a result, revenue into the CCS has declined. The Department requests a refinancing and restructuring of the program to scale the program to prioritize debt to cater to clients more efficiently by leveraging the federal and State tax offsets and voluntary payments for debt collection, while maintaining the existing contracts with private collections agencies.

Within the Division of Accounts and Control, the Central Collections Services (CCS) has the authority to collect debts owed to State agencies and certain political subdivisions of the State. Section 24-30-202.4, C.R.S. grants CCS the exclusive authority to add up to 18 percent on principal debt to support the associated administrative services and provides unique mechanisms for collection through tax, lottery, and gaming offsets.

CCS collects debt owed on behalf of three main classes of clients: Institutions of Higher Education, Political Subdivisions, and State Agencies, with the major clients within each class being Universities and Fire Districts, and the Colorado Department of Transportation, respectively. The addition of 18 percent on top of principal debt funds the program and offers the unique ability to allow clients to receive 100 percent of the collected debt. Among the many mechanisms for the collection of debt, a majority of the collection is completed through voluntary payments and federal and State tax offsets, a solution that is unique to the State and Institutions of Higher Education.

As a result of limitations on collection sources, loss of clients, and personal services attrition, the CCS program is not collecting enough revenue to be sustainable. The program ended FY 2018-19 with a deficit fund balance of (\$249,502) and the program utilizes a clearinghouse account that requires reconciliation. Further, the reduction in revenue has direct impacts on the program's ability to afford the costs associated with common policies. Like all other agencies within the State, the Department's programs are required to recover expenses associated with operating and total compensation common policies. The allocations are beyond the control of the CCS and increases in these allocations are beyond the control of the CCS.

In addition to the costs incurred by CCS for collections associated with clients cancelling accounts that CCS has attempted to collect on, recent statutory changes have granted clients that typically had high value debt the ability to opt-out of the program, leaving only low value debt to be forwarded to CCS. Additionally, major changes in Federal Tax laws, which increased the standard deduction amount, reduced most tax rates, and shifted tax filings to include standard deduction instead of itemized deductions, decreased the amount of federal tax offsets available for interception. This directly impacted the pool of available revenue for collection and as a result, revenue into the CCS has declined.

The Department requests a refinancing and restructuring of the program to scale the program to prioritize debt to cater to clients more efficiently by leveraging the federal and State tax offsets and voluntary payments for debt collection, while maintaining the existing contracts with PCA's. This approach would allow the State to continue active collection efforts, though on a diminished basis, by pushing a majority of the work to PCAs. CCS will offer optimal debt collection on behalf of the State because it has the authority to add 18 percent to cover administrative functions and leverage the tax offset and gaming offset collection mechanisms that would otherwise not exist.

The Department expects the restructuring of CCS will allow for better customer service and continue debt collection on behalf of agencies through PCA's and intercepts. Currently, the program has numerous vacancies, which allows for the migration from 28.0 FTE to 4.3 FTE to occur without further layoff costs. With the reduction in staff, the program intends on collecting enough revenue to meet expenditures. Should the program experience additional collection limitations in the future, the Department will be forced to request additional General Fund or consider shutting down CCS altogether.

With the changes that have been made concerning which state entities may opt-out of using CCS, increased standard deduction for federal taxes, and the ever-growing obligation to pay centralized costs for personal services, JBC staff does not have any alternative solutions to propose to the Joint Budget Committee. **JBC staff recommends approving the Department request.**

(1) EXECUTIVE DIRECTOR'S OFFICE

The division consists of (A) Department Administration and (B) Statewide Special Purpose.

EXECUTIVE DIRECTOR'S OFFICE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 Appropriation						
SB 19-207 (Long Bill)	\$26,057,669	\$7,984,156	\$3,385,716	\$14,687,797	\$0	37.3
HB 20-1254 (Supplemental Bill)	0	327,823	(579,864)	252,041	0	0.0
TOTAL	\$26,057,669	\$8,311,979	\$2,805,852	\$14,939,838	\$0	37.3
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$26,057,669	\$8,311,979	\$2,805,852	\$14,939,838	\$0	37.3
R1 Paid family leave	0	0	0	0	0	0.0
R2 Telematics for state fleet vehicles	0	0	0	0	0	0.0
R4 Streamlining electronic document processing	15,910	3,605	0	12,305	0	0.0
R7 Unused authority for license plate registrations	(1,000,000)	0	(1,000,000)	0	0	0.0
R8 Collections services refinance and restructure	0	125,350	(409,744)	284,394	0	0.0
R10 Statewide planning services unused spending authority	(980,000)	(980,000)	0	0	0	0.0
Centrally appropriated line items	1,737,591	650,405	(295,115)	1,382,301	0	0.0
Annualize prior year budget action	(437,900)	92,676	(69,038)	(461,538)	0	0.0
Annualize prior year legislation	102,428	(311,628)	661,979	(247,923)	0	0.0
Nonprioritized request items	33,133	7,647	105	25,381	0	0.0
Refinance GF with cash funds	0	0	0	0	0	0.0
TOTAL	\$25,528,831	\$7,900,034	\$1,694,039	\$15,934,758	\$0	37.3
INCREASE/(DECREASE)	(\$528,838)	(\$411,945)	(\$1,111,813)	\$994,920	\$0	0.0
Percentage Change	(2.0%)	(5.0%)	(39.6%)	6.7%	n/a	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	(\$262,360)	(\$128,096)	(\$14,606)	(\$119,658)	\$0	0.0

DECISION ITEMS – EXECUTIVE DIRECTOR'S OFFICE

→ R7 SPENDING AUTHORITY FOR LICENSE PLATE REGISTRATION PRINT AND POSTAGE

REQUEST: The Department requests a decrease of \$1,000,000 cash funds from the Disability Support Fund, created in Section 24-30-2205.5 (1), C.R.S., which is appropriated for the License Plate Auction Group. The request also includes renaming the line item for this appropriation from “Disability Investigational and Pilot Support Procurement” to the “Disability Funding Committee” because it is no longer a pilot program.

RECOMMENDATION: The recommendation is to approve the Department request.

DISCUSSION: The Disability Investigational and Pilot Support Procurement program (DIPS) was created to maximize support for new and innovative programs benefiting Colorado’s disability community by raising and distributing funds as authorized by the Laura Hershey Disability Support

Act. The program recently obtained the authority to contract with an entity to sell registration numbers for motor vehicle license plates. Due to the relatively newness of this authority within the Department, there has not been enough revenue generated from the sale of registration numbers to adequately support the existing spending authority. The Department proposes a reduction of \$1,000,000 cash fund spending authority for the DIPS program to align the appropriation with historical spending levels.

House Bill 11-1216 established the Disability-Benefit Support Contract Committee to award state contracts to nonprofit organizations that assist disabled persons with obtaining benefits and the License Plate Auction Group, housed in the Governor’s Office, to market and manage the sales of vehicle registration numbers to fund the Disability-Benefit Support Contract Committee, along with gifts, grants, and donations. Senate Bill 13-276 made a statutory change and transferred the DIPS program and associated funding to DPA, which included the interest earnings from Breast and Cervical Cancer Prevention and Treatment fund and a fund balance of approximately \$1.1 million. Interest earnings from the Breast and Cervical Cancer Prevention and Treatment Program Fund are credited to the DIPS Fund at a rate of approximately \$2,000-\$4,000 per month.

House Bill 16-1362 transferred the functions of the License Plate Auction Group to the Department from the Governor’s Office and renamed the Disability-Benefit Support Contract Committee to the Colorado Disability Funding Committee. The bill also granted authority for the committee to enter into a contract with an entity that oversees a process for the sale and auction of unique license plates to provide additional funds for DIPS. When adequate funding is available, through registration number sales, the committee then contracts with a nonprofit entity that will aid people with disabilities in accessing disability benefits, and may also make grants or loans to fund pilot projects or programs that aim to improve quality of life or increase independence for people with disabilities.

Because the entity charged with administrating this program has shifted over the years, and the program’s ability to auction high-value license plates as a result, the spending authority is beyond what the Department believes is necessary to fully fund the program. The spending authority began as an appropriation in the 2013 bill and represented the entire balance of the Breast and Cervical Cancer Prevention and Treatment Program Fund that was transferred into the DIPS fund. The following tables summarizes the Program’s recent cash flow and projected revenue and expenses for the current fiscal year.

LICENSE PLATE AUCTION GROUP CASH FLOW					
	FY 2015-16 ACTUAL	FY 2016-17 ACTUAL	FY 2017-18 ACTUAL	FY 2018-19 ESTIMATED	FY 2019-20 PROJECTED
Appropriation	\$1,255,976	\$1,337,976	\$1,419,976	\$1,501,976	1,583,976
Revenue	45,214	33,051	38,214	41,253	61,043
Expenses	401,847	349,379	28,440	49,994	61,043
Ending Fund Balance	\$770,958	\$454,630	\$464,404	\$455,393	\$455,393

If the Committee approves the Department request, the Disability Funding Committee will still have spending authority of approximately \$750,000, which will allow it to make grants or loans consistent with its statutory parameters when revenue from license plate auctions does come to fruition. **JBC staff recommends approving the Department request, which includes both a reduction of \$1.0 million cash funds and renaming the line item to the “Disability Funding Committee.”**

→ R10 STATEWIDE PLANNING SERVICES SPENDING AUTHORITY

REQUEST: The Department requests a one-time reduction of \$980,000 General Fund which account for the majority of the \$1.0 million General Fund appropriated to the Office of the State Architect for statewide planning services.

RECOMMENDATION: Staff recommends the Committee approve the Department request. The program has sufficient spending authority for projects and initiatives it has underway or planned, based on prior year appropriations with three-year spending authority.

DISCUSSION: Within the Department, the Office of the State Architect (Office) is responsible for managing the Statewide Planning Services program (the Program). The Program was created to assist agencies in developing and creating their master plans for construction projects above \$500,000. During the 2015 legislative session, the Joint Budget Committee introduced S.B. 15-270 (Office of State Architect), which was subsequently enacted. The bill added to statute the Office of the State Architect, which existed in practice at the time but not specifically in statute.

The bill also added new responsibilities to the Office for statewide planning on capital construction in order to mirror existing mechanisms that the Department of Higher Education utilizes to complete master plans for its agency. With the exception to the Department of Higher Education, the Program supports all state agencies, and requires all capital construction requests to include operational master plans, facilities master plans, facilities program plans, and five-year plans to be submitted to Office for review, according to 24-1-136.5 C.R.S.

Since FY 2016-17, the Statewide Planning Services program received an appropriation of \$1,000,000 General Fund per fiscal year, with authority to roll forward unspent funding from each year, for up to a total of three fiscal years, through Long Bill footnotes. This extension was initially granted when it appeared the Office would underspend the appropriation as it set up the program. It was continued based on the expectation that, similar to capital construction projects, tasks undertaken for statewide planning were expected to require flexibility that multiple-year spending authority provides.

The Statewide Planning Services program assists in developing a master plan for each state agency that is primordial in the long-range planning of their facility needs. A master plan assists in saving the State money by reviewing all alternative options, identifying duplicates, avoiding unnecessary construction projects, completing cost estimates, and addressing all other possibilities such as leasing, buying, or renovating. This process ensures that the agency follows standards developed by Office and the Governor. This allows all state agencies construction projects to move towards a unified direction.

Since the creation of the Statewide Planning Services program, the Department is the first state agency to benefit from the development of a master plan. The Department completed the Capitol Complex Master Plan, which includes the integration of eleven buildings and grounds in the Capitol Buildings Group, eight additional buildings and sites in the Denver metropolitan area and one building located in Grand Junction. Many other state agencies are currently developing master plans with the assistance of the Statewide Planning Services program. The spending authority allocated to the Statewide Planning Services program of \$1,000,000 per fiscal year assists in offsetting some of the costs of developing a master plan for each agency.

Statewide Planning Services provides funding for technical and consulting services related to the statewide planning function for state agencies, which was added to the Office of the State Architect in FY 2015-16. This line item funds, on an ongoing basis, items that might otherwise be included in the capital construction budget, which provides for three years of spending authority. The three years of spending authority for this line item provides planning flexibility due to the direct relationship between capital construction projects and initiatives and planning services. The multiple-year spending authority allows for the program to forgo \$980,000 General Fund for one fiscal year without significantly harming any outcomes expected by the State Architect's Office.

The Statewide Planning Services program currently has a total of 27 works in progress for seven state agencies. These projects are either partially funded already or will be funded through prior year appropriations. The spending authority the Department has resulting from three-year appropriations for this purpose is approximately \$2.1 million. It can be argued that the speed at which the State Architect's Office is spending appropriations for statewide planning suggests that a temporary reduction in its annual appropriation will more closely align its activities with the intended purpose of the appropriation.

The Department has also reported that of the ten projects it has in the statewide planning services pipeline, which are in addition to the 27 currently underway, none could be completed for \$980,000. When JBC staff considered the unexpended appropriations and the Department's statement that none of its unfunded pipeline projects could be accomplished for the amount requested to be eliminated in this item, JBC staff recommends approving the Department request.

→ STAFF-INITIATED REFLECT REVENUE PROJECTIONS FOR TOBACCO MASTER SETTLEMENT AGREEMENT FUNDS

REQUEST: The Department did not request this item but is aware of the staff recommendation.

RECOMMENDATION: Staff recommends the Committee reflect the December Legislative Council revenue forecast, which decreases the allocation to the Supplemental State Contribution Fund by \$124,214 from the prior year's appropriation. This adjustment is consistent with the Committee's decision to approve the staff recommendation for Tobacco Master Settlement Agreement allocations.

DISCUSSION: The Supplemental State Contribution fund provides supplements to eligible employees at three priority levels, if funds are available. For an employee to be eligible to receive supplements, pursuant to Section 24-50-609.5 (2) (a) C.R.S., employees must be employed by the state, enrolled in a group benefit plan that provides medical or dental benefits, have an annual household income of less than 300 percent of the federal poverty line, and have at least one dependent other than the employee's legal spouse insured. Between FY 2009- 10 and FY 2013-14, the total number of applicants averaged 978 per year, however, from FY 2014-15 through FY 2018-19, the total number of applicants averaged at 511 per year. The program continues to be listed in the benefits enrollment information that is widely distributed to state employees, included in all-employee open enrollment emails and the level of outreach provided by the benefits administrators has not changed. The Department notes that this decrease in annual applicants may have occurred due to the Colorado economy growing stronger over the last few fiscal years, and household incomes may have increased relative to the federal poverty line due to the Colorado unemployment rate decreasing.

To maximize the available fund balance, starting in FY 2020-21, the Department will provide dental supplements in addition to the medical supplements previously provided. This change does not require a statutory change. The Department believes the statutory criteria does appropriately allow low-income State employees to access these supplements

JBC staff believes that this program’s utilization is comparable to the unemployment insurance program in that during periods of economic expansion fewer employees will need supplemental assistance for healthcare costs and that more will need it when the next recession impacts the state.

JBC staff recommends the Committee make the revenue adjustment to reflect anticipated revenues but does not recommend the Committee carry legislation to adjust either the eligibility requirements or the Master Settlement Agreement allocation at this time.

LINE ITEM DETAIL – EXECUTIVE DIRECTOR’S OFFICE

(A) DEPARTMENT ADMINISTRATION

Department Administration provides policy direction and administrative support services to all divisions within the Department. Cash funds and reappropriated funds are provided from user fees from non-state agencies and user fees from state agencies and indirect cost recoveries, respectively. General Fund pays for the share of administrative overhead attributable to General Funded programs. Available indirect cost recoveries offset General Fund which adjusts in response due to the annual adjustment of indirect cost recoveries available for the year.

PERSONAL SERVICES

This line item funds the 18.3 FTE in Department Administration, including the Executive Director, accounting, budget, purchasing, human resources, and general support staff. Cash funds are provided from user fees from non-state agencies. Reappropriated funds are provided from user fees from state agencies and indirect cost recoveries. The workload for staff supported by this line item is driven by the number of Department employees and the Department’s overarching responsibility for statewide human resources policy, statewide compensation and operating common policies, and delivery of central business services.

STATUTORY AUTHORITY: Article 30 of Title 24, C.R.S.

REQUEST AND RECOMMENDATION: The Department requests and JBC staff recommends an appropriation of \$1,916,090 total funds including \$12,393 General Fund, \$57,774 cash funds, and \$1,845,923 reappropriated funds and 18.3 FTE. The recommendation includes annualization for S.B. 18-200 (PERA), annualization of prior year salary survey, and refinancing General Fund with reappropriated funds through a change in the allocation of department indirect costs.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$1,844,396	\$0	\$56,901	\$1,787,495	\$0	18.3

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
TOTAL	\$1,844,396	\$0	\$56,901	\$1,787,495	\$0	18.3
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$1,844,396	\$0	\$56,901	\$1,787,495	\$0	18.3
Prior year budget action	59,186	58,428	758	0	0	0.0
Prior year legislation	12,508	12,393	115	0	0	0.0
Substitute GF with indirect cost allocation	0	(58,428)	0	58,428	0	0.0
TOTAL	\$1,916,090	\$12,393	\$57,774	\$1,845,923	\$0	18.3
INCREASE/(DECREASE)	\$71,694	\$12,393	\$873	\$58,428	\$0	0.0
Percentage Change	3.9%	0.0%	1.5%	3.3%	n/a	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$1,916,090	\$12,393	\$57,774	\$1,845,923	\$0	18.3
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

HEALTH, LIFE, AND DENTAL

This line item provides funding for the employer's share of the cost of group benefit plans providing health, life, and dental insurance for state employees.

STATUTORY AUTHORITY: Sections 24-50-611 and 24-50-603 (9), C.R.S.

REQUEST: The Department requests an appropriation of \$4,368,789 total funds, including \$1,379,999 General Fund, \$191,744 cash funds, and \$2,787,004 reappropriated funds.

RECOMMENDATION: Staff recommends an appropriation of \$4,358,747 total funds, including \$1,379,999 General Fund, \$191,744 cash funds, and \$2,787,004 reappropriated funds. The recommendation reflects the Committee's decision on compensation common policies. The recommendation does not include \$10,042 reappropriated funds requested as part of R2 Telematics for State Fleet Vehicles.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, HEALTH, LIFE, AND DENTAL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$4,273,241	\$1,288,137	\$403,645	\$2,581,459	\$0	0.0
TOTAL	\$4,273,241	\$1,288,137	\$403,645	\$2,581,459	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$4,273,241	\$1,288,137	\$403,645	\$2,581,459	\$0	0.0
Centrally appropriated line items	85,506	91,862	(211,901)	205,545	0	0.0
R2 Telematics for state fleet vehicles	0	0	0	0	0	0.0
TOTAL	\$4,358,747	\$1,379,999	\$191,744	\$2,787,004	\$0	0.0
INCREASE/(DECREASE)	\$85,506	\$91,862	(\$211,901)	\$205,545	\$0	0.0
Percentage Change	2.0%	7.1%	(52.5%)	8.0%	n/a	n/a
FY 2020-21 EXECUTIVE REQUEST	\$4,368,789	\$1,379,999	\$191,744	\$2,797,046	\$0	0.0

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, HEALTH, LIFE, AND DENTAL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Request Above/(Below) Recommendation	\$10,042	\$0	\$0	\$10,042	\$0	0.0

SHORT-TERM DISABILITY

This line item provides funding for the employer's share of state employees' short-term disability insurance premiums.

STATUTORY AUTHORITY: Sections 24-50-611, C.R.S., and 24-50-603 (13), C.R.S.

REQUEST AND RECOMMENDATION: The Department requests and JBC staff recommends an appropriation of \$45,912 total funds including \$16,822 General Fund, \$3,609 cash funds, and \$25,481 reappropriated funds. The recommendation reflects the Committee's decision on compensation common policies.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, SHORT-TERM DISABILITY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$45,912	\$16,822	\$3,609	\$25,481	\$0	0.0
TOTAL	\$45,912	\$16,822	\$3,609	\$25,481	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$45,912	\$16,822	\$3,609	\$25,481	\$0	0.0
Centrally appropriated line items	395	1,136	(1,396)	655	0	0.0
R2 Telematics for state fleet vehicles	0	0	0	0	0	0.0
TOTAL	\$46,307	\$17,958	\$2,213	\$26,136	\$0	0.0
INCREASE/(DECREASE)	\$395	\$1,136	(\$1,396)	\$655	\$0	0.0
Percentage Change	0.9%	6.8%	(38.7%)	2.6%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	(\$362)	(\$174)	(\$21)	(\$167)	\$0	0.0

S.B. 04-257 AMORTIZATION EQUALIZATION DISBURSEMENT

Pursuant to S.B. 04-257, this line item provides additional funding to increase the State contribution for the Public Employees' Retirement Association (PERA).

STATUTORY AUTHORITY: Section 24-51-411, C.R.S.

REQUEST: The Department requests an appropriation of \$1,379,500 total funds including \$533,237 General Fund, \$66,372 cash funds, and \$785,574 reappropriated funds.

RECOMMENDATION: The recommendation is for an appropriation of \$1,390,411 total funds including \$538,465 General Fund, \$66,372 cash funds, and \$758,462 reappropriated funds. The recommendation reflects the Committee's decision on compensation common policies.

**EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, S.B. 04-257 AMORTIZATION
EQUALIZATION DISBURSEMENT**

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$1,365,023	\$499,425	\$107,136	\$758,462	\$0	0.0
TOTAL	\$1,365,023	\$499,425	\$107,136	\$758,462	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$1,365,023	\$499,425	\$107,136	\$758,462	\$0	0.0
Centrally appropriated line items	25,388	39,040	(40,764)	27,112	0	0.0
R2 Telematics for state fleet vehicles	0	0	0	0	0	0.0
TOTAL	\$1,390,411	\$538,465	\$66,372	\$785,574	\$0	0.0
INCREASE/(DECREASE)	\$25,388	\$39,040	(\$40,764)	\$27,112	\$0	0.0
Percentage Change	1.9%	7.8%	(38.0%)	3.6%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$1,379,500	\$533,237	\$65,727	\$780,536	\$0	0.0
Request Above/(Below) Recommendation	(\$10,911)	(\$5,228)	(\$645)	(\$5,038)	\$0	0.0

S.B. 06-235 SUPPLEMENTAL AMORTIZATION EQUALIZATION DISBURSEMENT

Pursuant to S.B. 06-235, this line item provides additional funding to increase the State contribution for PERA from money that would otherwise fund employee increases.

STATUTORY AUTHORITY: Section 24-51-411, C.R.S.

REQUEST: The Department requests an appropriation of \$1,379,500 total funds including \$533,237 General Fund, \$66,372 cash funds, and \$785,574 reappropriated funds.

RECOMMENDATION: The recommendation is for an appropriation of \$1,390,411 total funds including \$538,465 General Fund, \$66,372 cash funds, and \$758,462 reappropriated funds. The recommendation reflects the Committee's decision on compensation common policies.

**EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, S.B. 06-235 SUPPLEMENTAL
AMORTIZATION EQUALIZATION DISBURSEMENT**

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$1,365,023	\$499,425	\$107,136	\$758,462	\$0	0.0
TOTAL	\$1,365,023	\$499,425	\$107,136	\$758,462	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$1,365,023	\$499,425	\$107,136	\$758,462	\$0	0.0
Centrally appropriated line items	25,388	39,040	(40,764)	27,112	0	0.0
R2 Telematics for state fleet vehicles	0	0	0	0	0	0.0
TOTAL	\$1,390,411	\$538,465	\$66,372	\$785,574	\$0	0.0
INCREASE/(DECREASE)	\$25,388	\$39,040	(\$40,764)	\$27,112	\$0	0.0
Percentage Change	1.9%	7.8%	(38.0%)	3.6%	0.0%	0.0%

**EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, S.B. 06-235 SUPPLEMENTAL
AMORTIZATION EQUALIZATION DISBURSEMENT**

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2020-21 EXECUTIVE REQUEST	\$1,379,500	\$533,237	\$65,727	\$780,536	\$0	0.0
Request Above/(Below) Recommendation	(\$10,911)	(\$5,228)	(\$645)	(\$5,038)	\$0	0.0

PERA DIRECT DISTRIBUTION

This line item is included as a common policy allocation payment for the state portion of the PERA Direct Distribution created in Section 24-51-414, C.R.S., enacted in S.B. 18-200.

STATUTORY AUTHORITY: Section 24-51-414, (2) C.R.S.

REQUEST: The Department requests an appropriation of \$671,728 total funds including \$260,137 General Fund, \$32,064 cash funds, and \$379,527 reappropriated funds.

RECOMMENDATION: JBC staff recommends an appropriation of \$671,727 total funds including \$260,140 General Fund, \$32,065 cash funds, and \$379,522 reappropriated funds. The recommendation reflects the Committee's decision on compensation common policies.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PERA DIRECT DISTRIBUTION

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$704,134	\$257,624	\$55,265	\$391,245	\$0	0.0
HB 20-1254 (Supplemental Bill)	\$0	\$31,618	(\$31,618)	\$0	\$0	0.0
TOTAL	\$704,134	\$289,242	\$23,647	\$391,245	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$704,134	\$289,242	\$23,647	\$391,245	\$0	0.0
Annualize prior year legislation	0	(31,618)	31,618	0	0	0.0
Centrally appropriated line items	(32,407)	2,516	(23,200)	(11,723)	0	0.0
TOTAL	\$671,727	\$260,140	\$32,065	\$379,522	\$0	0.0
INCREASE/(DECREASE)	(\$32,407)	(\$29,102)	\$8,418	(\$11,723)	\$0	0.0
Percentage Change	(4.6%)	(10.1%)	35.6%	(3.0%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$1	(\$3)	(\$1)	\$5	\$0	0.0

SALARY SURVEY

The Department uses this line item to pay for annual increases for salary survey and senior executive service positions. Salary survey increases may include across-the-board increases, movement to minimum related to salary range adjustments, and specified classification increases.

STATUTORY AUTHORITY: Section 24-50-104, C.R.S.

REQUEST: The Department requests \$605,834 total funds including \$234,943 General Fund, \$43,466 cash funds, and \$512,862 reappropriated funds.

RECOMMENDATION: JBC staff recommends an appropriation of \$908,734 total funds, including \$352,406 General Fund, \$43,466 cash funds, and \$512,862 reappropriated funds. The Recommendation reflects Committee action on compensation common policies.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, SALARY SURVEY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$888,103	\$325,436	\$69,796	\$492,871	\$0	0.0
TOTAL	\$888,103	\$325,436	\$69,796	\$492,871	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$888,103	\$325,436	\$69,796	\$492,871	\$0	0.0
Centrally appropriated line items	908,734	352,406	43,466	512,862	0	0.0
Annualize prior year budget action	(888,103)	(325,436)	(69,796)	(492,871)	0	0.0
TOTAL	\$908,734	\$352,406	\$43,466	\$512,862	\$0	0.0
INCREASE/(DECREASE)	\$20,631	\$26,970	(\$26,330)	\$19,991	\$0	0.0
Percentage Change	2.3%	8.3%	(37.7%)	4.1%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$605,834	\$234,943	\$28,977	\$341,914	\$0	0.0
Request Above/(Below) Recommendation	(\$302,900)	(\$117,463)	(\$14,489)	(\$170,948)	\$0	0.0

MERIT PAY

This line item funds performance-based pay increases using the State's merit pay system for in-classification increases.

STATUTORY AUTHORITY: Pursuant to Section 24-50-104 (1) (c), C.R.S.

REQUEST: The Department requests no merit pay funding for FY 2019-20.

RECOMMENDATION: The staff recommendation is for \$0, consistent with Committee actions on compensation common policies.

PAID FAMILY LEAVE

This line item is used to pay the Department's share of the State's paid parental leave program *proposed* to be added to the Long Bill in FY 2020-21.

STATUTORY AUTHORITY: None.

REQUEST: The Department requests an appropriation of \$52,681 total funds including \$1,195 cash funds, and \$51,486 reappropriated funds.

RECOMMENDATION: Consistent with Committee action on compensation common polices, the recommendation is to not fund the parental leave line item.

SHIFT DIFFERENTIAL

This line item is used to pay for the incremental costs associated with higher compensation rates for employees who work after regular working hours.

STATUTORY AUTHORITY: Pursuant to Section 24-50-104 (1)(a), C.R.S.

REQUEST: The Department requests \$42,664 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$42,664 reappropriated funds. The recommendation reflects the Committee's decision on compensation common policies.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, SHIFT DIFFERENTIAL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$44,020	\$0	\$0	\$44,020	\$0	0.0
TOTAL	\$44,020	\$0	\$0	\$44,020	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$44,020	\$0	\$0	\$44,020	\$0	0.0
Centrally appropriated line items	(1,356)	0	0	(1,356)	0	0.0
TOTAL	\$42,664	\$0	\$0	\$42,664	\$0	0.0
INCREASE/(DECREASE)	(\$1,356)	\$0	\$0	(\$1,356)	\$0	0.0
Percentage Change	(3.1%)	0.0%	0.0%	(3.1%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$42,664	\$0	\$0	\$42,664	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

WORKERS' COMPENSATION

This line item is used to pay the Department's estimated share for inclusion in the State's workers' compensation program for state employees.

STATUTORY AUTHORITY: Section 24-30-1510.7, C.R.S.

REQUEST: The Department requests \$274,904 total funds including \$80,697 General Fund, \$11,119 cash funds, and \$183,088 reappropriated funds.

RECOMMENDATION: The staff recommendation is **pending** the Committee common policy decision for this line item. JBC staff requests permission to reflect Committee action for this line item. The amount reflected below represents the Department's base request plus changes recommended in the discussion of R8 Collections Services Refinance and Restructure request.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, WORKERS' COMPENSATION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$328,591	\$90,529	\$30,897	\$207,165	\$0	0.0
HB 20-1254 (Supplemental Bill)	\$0	\$9,767	(\$21,120)	\$11,353	\$0	0.0
TOTAL	\$328,591	\$100,296	\$9,777	\$218,518	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$328,591	\$100,296	\$9,777	\$218,518	\$0	0.0
R8 Collections services refinance and restructure	0	4,482	(14,651)	10,169	0	0.0
Annualize prior year legislation	0	(9,767)	21,120	(11,353)	0	0.0
Centrally appropriated line items	(53,687)	(14,314)	(5,127)	(34,246)	0	0.0
TOTAL	\$274,904	\$80,697	\$11,119	\$183,088	\$0	0.0
INCREASE/(DECREASE)	(\$53,687)	(\$19,599)	\$1,342	(\$35,430)	\$0	0.0
Percentage Change	(16.3%)	(19.5%)	13.7%	(16.2%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$274,904	\$80,697	\$11,119	\$183,088	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds operating expenses for Department Administration.

STATUTORY AUTHORITY: Article 30 of Title 24, C.R.S.

REQUEST: The Department requests \$104,942 total funds, including \$3,605 General Fund, \$405 cash funds, and \$100,862 reappropriated funds.

RECOMMENDATION: JBC staff recommends an appropriation of \$104,942 total funds, including \$3,605 General Fund, \$405 cash funds, and \$100,862 reappropriated funds. The recommendation includes adjustments recommended in the discussion for R4 Streamlining Electronic Document Processing.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$101,337	\$0	\$475	\$100,862	\$0	0.0
TOTAL	\$101,337	\$0	\$475	\$100,862	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$101,337	\$0	\$475	\$100,862	\$0	0.0
R4 Streamlining electronic document processing	3,605	3,605	0	0	0	0.0
TOTAL	\$104,942	\$3,605	\$475	\$100,862	\$0	0.0
INCREASE/(DECREASE)	\$3,605	\$3,605	\$0	\$0	\$0	0.0
Percentage Change	3.6%	0.0%	0.0%	0.0%	0.0%	0.0%

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2020-21 EXECUTIVE REQUEST	\$104,942	\$3,605	\$475	\$100,862	\$0	0.0
Request Above/(Below)						
Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

LEGAL SERVICES

This line item provides funding for the Department to purchase legal services from the Department of Law.

STATUTORY AUTHORITY: Sections 24-31-101 (1)(a), C.R.S., and 24-75-112 (1)(i), C.R.S.

REQUEST: The Department requests \$57,427 total funds including \$38,180 General Fund, \$10,944 cash funds, and \$8,303 reappropriated funds. The request includes a common policy adjustment for the rate for legal services.

RECOMMENDATION: Staff recommendation is **pending** the Committee common policy decision for this line item. JBC staff requests permission to reflect Committee action for this line item. The following table summarizes the Department's request.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$57,792	\$38,422	\$11,013	\$8,357	\$0	0.0
HB 20-1254 (Supplemental Bill)	\$0	\$1,311	(\$1,311)	\$0	\$0	0.0
TOTAL	\$57,792	\$39,733	\$9,702	\$8,357	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$57,792	\$39,733	\$9,702	\$8,357	\$0	0.0
Centrally appropriated line items	134,176	87,695	22,186	24,295	0	0.0
Annualize prior year legislation	0	(1,311)	1,311	0	0	0.0
TOTAL	\$191,968	\$126,117	\$33,199	\$32,652	\$0	0.0
INCREASE/(DECREASE)	\$134,176	\$86,384	\$23,497	\$24,295	\$0	0.0
Percentage Change	232.2%	217.4%	242.2%	290.7%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$191,968	\$126,117	\$33,199	\$32,652	\$0	0.0
Request Above/(Below)						
Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

ADMINISTRATIVE LAW JUDGE SERVICES

This line item provides funding for the Department to purchase Administrative Law Judge services from the Office of Administrative Courts.

STATUTORY AUTHORITY: Sections 24-30-1001 (3) and 24-30-1002, C.R.S.

REQUEST: The Department requests an appropriation of \$2,945 cash funds.

RECOMMENDATION: The staff recommendation is **pending** action by the Committee on operating common policies for this line item. JBC staff requests permission to reflect Committee action for this line item. The following summarizes the Department's request.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, ADMINISTRATIVE LAW JUDGE SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$3,588	\$0	\$3,588	\$0	\$0	0.0
TOTAL	\$3,588	\$0	\$3,588	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$3,588	\$0	\$3,588	\$0	\$0	0.0
Centrally appropriated line items	(643)	0	(643)	0	0	0.0
TOTAL	\$2,945	\$0	\$2,945	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$643)	\$0	(\$643)	\$0	\$0	0.0
Percentage Change	(17.9%)	0.0%	(17.9%)	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$2,945	\$0	\$2,945	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

PAYMENT TO RISK MANAGEMENT AND PROPERTY FUNDS

This line item provides funding for the Department's share of liability and property insurance from Risk Management.

STATUTORY AUTHORITY: Section 24-30-1510 and 24-30-1510.5, C.R.S.

REQUEST: The Department requests an appropriation of \$879,487 total funds including \$258,172 General Fund, \$35,572 cash funds, and \$585,743 reappropriated funds. The request includes common policy adjustments.

RECOMMENDATION: The staff recommendation is **pending** action by the Committee on operating common policies for this line item. JBC staff requests permission to reflect Committee action for this line item. The following summarizes the Department's request.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PAYMENT TO RISK MANAGEMENT AND PROPERTY FUNDS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$1,225,710	\$337,708	\$115,235	\$772,767	\$0	0.0
HB 20-1254 (Supplemental Bill)	\$0	\$36,418	(\$78,765)	\$42,347	\$0	0.0
TOTAL	\$1,225,710	\$374,126	\$36,470	\$815,114	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$1,225,710	\$374,126	\$36,470	\$815,114	\$0	0.0
Annualize prior year legislation	0	(36,418)	78,765	(42,347)	0	0.0

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PAYMENT TO RISK MANAGEMENT AND PROPERTY FUNDS

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
R8 Collections services refinance and restructure	0	14,340	(46,874)	32,534	0	0.0
Centrally appropriated line items	(346,223)	(93,876)	(32,789)	(219,558)	0	0.0
TOTAL	\$879,487	\$258,172	\$35,572	\$585,743	\$0	0.0
INCREASE/(DECREASE)	(\$346,223)	(\$115,954)	(\$898)	(\$229,371)	\$0	0.0
Percentage Change	(28.2%)	(31.0%)	(2.5%)	(28.1%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$879,487	\$258,172	\$35,572	\$585,743	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

VEHICLE LEASE PAYMENTS

This line item provides funding for payments to Fleet Management for the cost of the Fleet Management program administration and lease-purchase payments for Department vehicles.

STATUTORY AUTHORITY: Section 24-30-1104 (2), C.R.S.

REQUEST: The Department requests \$256,499 total funds, including \$2,480 cash funds and \$254,019 reappropriated funds. The request includes adjustments for the Annual Fleet Vehicle Request that includes reflecting lease payments for vehicles assigned to the Department in this appropriation.

RECOMMENDATION: The staff recommendation is **pending** the Committee common policy decision for this line item. JBC staff requests permission to reflect Committee action for this line item. The amount reflected in the table below represents the Department's request.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, VEHICLE LEASE PAYMENTS

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$256,499	\$0	\$2,480	\$254,019	\$0	0.0
TOTAL	\$256,499	\$0	\$2,480	\$254,019	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$256,499	\$0	\$2,480	\$254,019	\$0	0.0
Nonprioritized request items	5,555	0	(2,480)	8,035	0	0.0
TOTAL	\$262,054	\$0	\$0	\$262,054	\$0	0.0
INCREASE/(DECREASE)	\$5,555	\$0	(\$2,480)	\$8,035	\$0	0.0
Percentage Change	2.2%	n/a	(100.0%)	3.2%	n/a	n/a
FY 2020-21 EXECUTIVE REQUEST	\$262,054	\$0	\$0	\$262,054	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

LEASED SPACE

This line item funds the Department's lease obligations for private office space and other facilities that are not State-owned. The following table summarizes leases and lease purchase agreements currently in force:

SUMMARY OF LEASED SPACE FOR DEPARTMENT OF PERSONNEL						
CITY	PHYSICAL ADDRESS	PROGRAM	FTE	FY 2019-20 PAYMENTS	SPACE (SQFT)	
Colorado Springs	2864 S Circle Drive 80906	Office of Administrative Courts	5.0	\$85,217	4,034	
Colorado Springs	1295 Kelly Johnson Blvd, Suite 250, 80920	State Employees Assistance Program	0.7	5,744	200	
Pueblo ¹	2 Jetway Court 81001	Document Solutions Group	40.6	256,693	2,500 ²	
TOTALS³			46.3	\$347,654	6,734²	

¹ The Department included the Document Solutions Group because this line item funds payment in a lease-purchase agreement for the state to acquire the building that houses the Document Solutions Group.

² The square footage for the building occupied by Document Solutions Group is estimated based on a rough measurement of its perimeter and should not be relied on for any calculations.

STATUTORY AUTHORITY: Article 30 of Title 24, C.R.S.

REQUEST: The Department requests \$351,711 reappropriated funds. The request is for continuation funding plus an increase of \$2,175 for an escalator in lease for the Office of Administrative Courts in Colorado Springs and for the full-year's lease for the C-SEAP, the first full year in this lease.

RECOMMENDATION: Staff recommends approving the Department request. The funding requested provides approximately \$7,000 reappropriated funds more than the leased space cost in FY 2019-20, which does not include the contract escalator for the lease for Administrative Courts and the first full year of lease payments for the C-SEAP. The following summarizes the recommendation.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, LEASED SPACE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$351,711	\$0	\$0	\$351,711	\$0	0.0
TOTAL	\$351,711	\$0	\$0	\$351,711	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$351,711	\$0	\$0	\$351,711	\$0	0.0
Leased space contract escalators	2,175	0	0	2,175	0	0.0
TOTAL	\$353,886	\$0	\$0	\$353,886	\$0	0.0
INCREASE/(DECREASE)	\$2,175	\$0	\$0	\$2,175	\$0	0.0
Percentage Change	0.6%	n/a	n/a	0.6%	n/a	n/a
FY 2020-21 EXECUTIVE REQUEST	\$353,886	\$0	\$0	\$353,886	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

CAPITOL COMPLEX LEASED SPACE

This line item pays for the Department's share of costs for space in the Capitol Complex. The Department's allocation for FY 2020-21 totals 210,480 square feet in the Capitol Complex, including 125,593 square feet in Denver, 82,034 at North Campus, and 2,853 in Grand Junction.

STATUTORY AUTHORITY: Section 24-30-1104 (4) and Part 1 of Article 82 of Title 24, C.R.S.

REQUEST: The Department requests \$2,427,258 total funds, including \$788,532 General Fund \$23,647 cash funds, and \$1,615,079 reappropriated funds.

RECOMMENDATION: The staff recommendation is **pending** the Committee common policy decision for this line item. JBC staff requests permission to reflect Committee action for this line item.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, CAPITOL COMPLEX LEASED SPACE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$2,305,344	\$814,937	\$100,490	\$1,389,917	\$0	0.0
HB 20-1254 (Supplemental Bill)	\$0	\$78,047	(\$78,047)	\$0	\$0	0.0
TOTAL	\$2,305,344	\$892,984	\$22,443	\$1,389,917	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$2,305,344	\$892,984	\$22,443	\$1,389,917	\$0	0.0
Centrally appropriated line items	121,914	(26,405)	(76,843)	225,162	0	0.0
Annualize prior year legislation	0	(78,047)	78,047	0	0	0.0
TOTAL	\$2,427,258	\$788,532	\$23,647	\$1,615,079	\$0	0.0
INCREASE/(DECREASE)	\$121,914	(\$104,452)	\$1,204	\$225,162	\$0	0.0
Percentage Change	5.3%	(11.7%)	5.4%	16.2%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$2,427,258	\$788,532	\$23,647	\$1,615,079	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

~~DEPRECIATION OF HOUSE AND SENATE CHAMBERS~~ ANNUAL DEPRECIATION-LEASE EQUIVALENT PAYMENT

This line item was established as part of the process created in SB15-211 to annually set aside an amount equal to the calculated depreciation of a capital asset funded through the capital construction section of the Long Bill. At this time, the capital asset being depreciated is the renovation of the House and Senate Chambers.

STATUTORY AUTHORITY: Section 24-30-1310 (2)(a), C.R.S.

REQUEST: The Department requests \$679,056 total funds including \$566,806 General Fund and \$112,250 cash funds.

RECOMMENDATION: The staff recommendation is for \$566,806 General Fund, pursuant to the Committee Action during the Capital figure setting presentation. The new line item name, consistent with that decisions, is Annual Depreciation-Lease Equivalent Payment and follows the Leased Space and Capitol Complex Leased Space line items.

**EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, ANNUAL DEPRECIATION - LEASE
EQUIVALENT PAYMENT**

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$347,356	\$235,106	\$112,250	\$0	\$0	0.0
TOTAL	\$347,356	\$235,106	\$112,250	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$347,356	\$235,106	\$112,250	\$0	\$0	0.0
Annualize prior year budget action	331,700	331,700	0	0	0	0.0
Nonprioritized request items	(112,250)	0	(112,250)	0	0	0.0
TOTAL	\$566,806	\$566,806	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$219,450	\$331,700	(\$112,250)	\$0	\$0	0.0
Percentage Change	63.2%	141.1%	(100.0%)	n/a	n/a	n/a
FY 2020-21 EXECUTIVE REQUEST	\$679,056	\$566,806	\$112,250	\$0	\$0	0.0
Request Above/(Below)						
Recommendation	\$112,250	\$0	\$112,250	\$0	\$0	0.0

PAYMENTS TO OIT

This line item represents payments to the Governor's Office of Information Technology for information technology services.

STATUTORY AUTHORITY: Section 24-37.5-104, C.R.S.

REQUEST: The Department requests \$5,356,136 total funds including \$1,475,615 General Fund, \$503,637 cash funds, and \$3,376,884 reappropriated funds.

RECOMMENDATION: The staff recommendation is **pending** the Committee common policy decision for this line item. JBC staff requests permission to reflect Committee action for this line item. The following table summarizes the Department request.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PAYMENTS TO OIT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$5,415,057	\$1,491,878	\$509,173	\$3,414,006	\$0	0.0
HB 20-1254 (Supplemental Bill)	\$0	\$160,971	(\$348,051)	\$187,080	\$0	0.0
TOTAL	\$5,415,057	\$1,652,849	\$161,122	\$3,601,086	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$5,415,057	\$1,652,849	\$161,122	\$3,601,086	\$0	0.0
Centrally appropriated line items	732,963	212,623	67,159	453,181	0	0.0
Nonprioritized request items	27,578	7,647	2,585	17,346	0	0.0
Annualize prior year legislation	0	(160,971)	348,051	(187,080)	0	0.0
R8 Collections services refinance and restructure	0	100,240	(327,665)	227,425	0	0.0
TOTAL	\$6,175,598	\$1,812,388	\$251,252	\$4,111,958	\$0	0.0
INCREASE/(DECREASE)	\$760,541	\$159,539	\$90,130	\$510,872	\$0	0.0

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PAYMENTS TO OIT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Percentage Change	14.0%	9.7%	55.9%	14.2%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$6,175,598	\$1,812,388	\$251,252	\$4,111,958	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

CORE OPERATIONS

This line item funds operation of the Colorado Operations Resource Engine (CORE), the statewide accounting system which was launched in July 2014.

STATUTORY AUTHORITY: Section 24-30-209, C.R.S.

REQUEST: The Department requests \$385,648 total funds including \$113,206 General Fund, \$15,598 cash funds, and \$256,844 reappropriated funds.

RECOMMENDATION: The staff recommendation is **pending** the Committee common policy decision for this line item. JBC staff requests permission to reflect Committee action for this line item. The following represents the Department's request.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, CORE OPERATIONS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$325,975	\$89,808	\$30,651	\$205,516	\$0	0.0
HB 20-1254 (Supplemental Bill)	\$0	\$9,691	(\$20,952)	\$11,261	\$0	0.0
TOTAL	\$325,975	\$99,499	\$9,699	\$216,777	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$325,975	\$99,499	\$9,699	\$216,777	\$0	0.0
Centrally appropriated line items	59,673	17,110	5,501	37,062	0	0.0
R8 Collections services refinance and restructure	0	6,288	(20,554)	14,266	0	0.0
Annualize prior year legislation	0	(9,691)	20,952	(11,261)	0	0.0
TOTAL	\$385,648	\$113,206	\$15,598	\$256,844	\$0	0.0
INCREASE/(DECREASE)	\$59,673	\$13,707	\$5,899	\$40,067	\$0	0.0
Percentage Change	18.3%	13.8%	60.8%	18.5%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$385,648	\$113,206	\$15,598	\$256,844	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(B) STATEWIDE SPECIAL PURPOSE

Statewide Special Purpose appropriations include: the Colorado State Employees Assistance Program (C-SEAP) funded by the Risk Management Fund; the Office of the State Architect funded with General Fund; the Colorado State Archives funded with General Fund, cash funds from user fees from non-state agencies, and reappropriated funds from state agencies; and three additional statewide special purpose line items.

(1) COLORADO STATE EMPLOYEES ASSISTANCE PROGRAM

C-SEAP offers counseling to employees and managers on workplace issues such as absenteeism, sexual harassment, substance abuse, time management, violence in the workplace, and other types of personal problems that may be affecting an employee's ability to perform well at work. Section 24-50-604 (1)(k)(IV), C.R.S., provides that the program may include, but need not be limited to, the Group Benefit Plans Reserve Fund created in Section 24-50-613 (1), C.R.S., the Risk Management Fund created in Section 24-30-1510 (1)(a), C.R.S., and interest derived from the investment of these funds. Since FY 2013-14, funding for CSEAP has been provided from the Risk Management Fund through liability program cost allocations to state agencies pursuant to Section 24-30-1510 (3)(g), C.R.S.

PERSONAL SERVICES

This line item funds the 11.0 FTE in C-SEAP.

STATUTORY AUTHORITY: Section 24-50-604 (1)(k), C.R.S.

REQUEST: The Department requests an appropriation of \$908,638 reappropriated funds and 11.0 FTE. The request includes \$31,333 for annualization of salary survey and \$4,118 for the annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends approving the Department request for \$908,683 reappropriated funds in FY 2020-21. The following table summarizes staff recommendation.

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, C-SEAP PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$873,187	\$0	\$0	\$873,187	\$0	11.0
TOTAL	\$873,187	\$0	\$0	\$873,187	\$0	11.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$873,187	\$0	\$0	\$873,187	\$0	11.0
Annualize prior year budget action	31,333	0	0	31,333	0	0.0
Annualize prior year legislation	4,118	0	0	4,118	0	0.0
TOTAL	\$908,638	\$0	\$0	\$908,638	\$0	11.0
INCREASE/(DECREASE)	\$35,451	\$0	\$0	\$35,451	\$0	0.0
Percentage Change	4.1%	n/a	n/a	4.1%	n/a	n/a
FY 2020-21 EXECUTIVE REQUEST	\$908,638	\$0	\$0	\$908,638	\$0	11.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses of C-SEAP.

STATUTORY AUTHORITY: Section 24-50-604 (1)(k), C.R.S.

REQUEST: The Department requests an appropriation of \$58,338 reappropriated funds, which includes an increase of \$12,305 reappropriated funds related to its budget request R4 Streamlining electronic document processing.

RECOMMENDATION: Staff recommends approving the Department request, which reflects staff recommendation on R4 Streamlining electronic document processing. For statewide common policy recommendations, JBC staff calculated allocations assuming operating costs of \$58,338, this line item's base appropriation.

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$58,338	\$0	\$0	\$58,338	\$0	0.0
TOTAL	\$58,338	\$0	\$0	\$58,338	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$58,338	\$0	\$0	\$58,338	\$0	0.0
R4 Streamlining electronic document processing	12,305	0	0	12,305	0	0.0
TOTAL	\$70,643	\$0	\$0	\$70,643	\$0	0.0
INCREASE/(DECREASE)	\$12,305	\$0	\$0	\$12,305	\$0	0.0
Percentage Change	21.1%	n/a	n/a	21.1%	n/a	n/a
FY 2020-21 EXECUTIVE REQUEST	\$70,643	\$0	\$0	\$70,643	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments made against the reappropriated funds sources for the program as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

STATUTORY AUTHORITY: Section 24-50-604 (1)(k), C.R.S.

REQUEST: The Department requests an appropriation of \$279,316 reappropriated funds, an increase of \$75,595.

RECOMMENDATION: Staff recommends appropriating \$279,316 reappropriated funds, consistent with the statewide indirect cost plan.

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$203,721	\$0	\$0	\$203,721	\$0	0.0
TOTAL	\$203,721	\$0	\$0	\$203,721	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$203,721	\$0	\$0	\$203,721	\$0	0.0
Indirect cost adjustment	75,595	0	0	75,595	0	0.0
TOTAL	\$279,316	\$0	\$0	\$279,316	\$0	0.0
INCREASE/(DECREASE)	\$75,595	\$0	\$0	\$75,595	\$0	0.0
Percentage Change	37.1%	n/a	n/a	37.1%	n/a	n/a
FY 2020-21 EXECUTIVE REQUEST	\$279,316	\$0	\$0	\$279,316	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(2) OFFICE OF THE STATE ARCHITECT

The Office of the State Architect (OSA) establishes policies and procedures for the State's capital construction process, including controlled maintenance, for state agencies and institutions of higher education. The OSA provides project administration services to agencies that do not have technical staff experienced in project design and construction management and establishes policies for State leases and real estate contracts. The OSA was officially codified in statute in S.B. 15-270, which also added a statewide planning function. The OSA is funded by General Fund.

OFFICE OF THE STATE ARCHITECT

This program line item funds the personal services and operating expenses for 8.0 FTE in the OSA, including the State Architect, architecture, planning, and engineering staff responsible for state buildings, real estate, and energy performance, 8.0 FTE provided in FY 2015-16 for statewide planning, and one administrative staff.

STATUTORY AUTHORITY: Part 13 of Article 30 of Title 24, C.R.S.

REQUEST: The Department requests an appropriation of \$903,579 General Fund and 8.0 FTE. The request includes \$27,984 for the annualization of salary survey and \$3,802 for annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends appropriating \$903,579 General Fund and reflecting 8.0 FTE.

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, OFFICE OF THE STATE ARCHITECT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$871,793	\$871,793	\$0	\$0	\$0	8.0
TOTAL	\$871,793	\$871,793	\$0	\$0	\$0	8.0
FY 2020-21 RECOMMENDED APPROPRIATION						

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, OFFICE OF THE STATE ARCHITECT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 Appropriation	\$871,793	\$871,793	\$0	\$0	\$0	8.0
Annualize prior year budget action	27,984	27,984	0	0	0	0.0
Annualize prior year legislation	3,802	3,802	0	0	0	0.0
TOTAL	\$903,579	\$903,579	\$0	\$0	\$0	8.0
INCREASE/(DECREASE)	\$31,786	\$31,786	\$0	\$0	\$0	0.0
Percentage Change	3.6%	3.6%	n/a	n/a	n/a	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$903,579	\$903,579	\$0	\$0	\$0	8.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

STATEWIDE PLANNING SERVICES

This line item funds technical and consulting costs for statewide planning services for state agencies provided by or for the OSA.

STATUTORY AUTHORITY: Section 24-30-1311, C.R.S.

REQUEST: The Department requests a one-time reduction in FY 2020-21 of \$980,000 General Fund for a total appropriation of \$1,000,000 General Fund.

RECOMMENDATION: Staff recommends appropriating \$20,000 General Fund. Staff also recommends a footnote for this line item that provides three years of spending authority through FY 2020-21. For more discussion see the staff analysis on page 15 on this document. This appropriation annualizes to \$1,000,000 General Fund in FY 2021-22.

(3) OTHER STATEWIDE SPECIAL PURPOSE

TEST FACILITY LEASE

This line item pays for a lease payment to the State Land Board for a Federal Railroad Commission testing facility in Pueblo. In 1970, the State agreed to lease 33,492 acres of land from the State Land Board and sub-lease it to the U.S. Department of Transportation, Federal Railroad Commission free of charge. The land is used for a high-speed train test site, and the site currently employs approximately 450 people.

STATUTORY AUTHORITY: Sections 24-30-1303 (1)(a) and 24-82-102 (2), C.R.S.

REQUEST: The Department requests a continuation appropriation of \$119,842 General Fund.

RECOMMENDATION: Staff recommends appropriating \$119,842 General Fund.

This appropriation is fully expended each year. Staff recommends no adjustment to the requested appropriation.

EMPLOYMENT SECURITY CONTRACT PAYMENT

This appropriation supports a contract with a private company that is responsible for reviewing and challenging unemployment insurance claims filed against the State, excluding institutions of higher education. This appropriation is funded by General Fund and reappropriated funds from user fees from state agencies.

STATUTORY AUTHORITY: Article 30 of Title 24, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$16,000 total funds including \$7,264 General Fund and \$8,736 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$16,000 total funds including \$7,264 General Fund and \$8,736 reappropriated funds.

DISABILITY INVESTIGATIONAL AND PILOT SUPPORT PROCUREMENT FUNDING COMMITTEE

This line item was added in S.B. 13-276 (Disability Investigational and Pilot Support Fund). The bill renamed the Coordinated Care for People with Disabilities Fund as the Disability Investigational and Pilot Support Fund and relocated administration of the fund from the Department of Health Care Policy and Financing to the Department of Personnel. The fund is to support grants and loans to projects that study or pilot new and innovative initiatives to improve the quality of life and independence of people with disabilities. The committee accepts and reviews proposals to fund projects or programs that study or pilot new and innovative ideas that will lead to an improved quality of life or increased independence for persons with disabilities. This line item is funded from cash funds in the Disability Investigational and Pilot Support Fund created in Section 24-30-2205.5, C.R.S.

STATUTORY AUTHORITY: Section 24-30-2204.5, C.R.S.

REQUEST: The Department requests an appropriation of \$747,976 cash funds. The request includes a reduction of \$1,000,000 cash funds, consistent with the JBC staff recommendation discussed on page 13, and an annualization of \$82,000 for interest earnings in the cash fund, which appears as annualized legislation for SB 13-276 (Disability Investigational and Pilots Support Fund).

RECOMMENDATION: Staff recommends appropriating \$747,976 cash funds.

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, DISABILITY FUNDING COMMITTEE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$1,665,976	\$0	\$1,665,976	\$0	\$0	0.0
TOTAL	\$1,665,976	\$0	\$1,665,976	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$1,665,976	\$0	\$1,665,976	\$0	\$0	0.0
Annualize prior year legislation	82,000	0	82,000	0	0	0.0
R7 Unused authority for license plate registrations	(1,000,000)	0	(1,000,000)	0	0	0.0

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, DISABILITY FUNDING COMMITTEE

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
TOTAL	\$747,976	\$0	\$747,976	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$918,000)	\$0	(\$918,000)	\$0	\$0	0.0
Percentage Change	(55.1%)	0.0%	(55.1%)	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$747,976	\$0	\$747,976	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(2) DIVISION OF HUMAN RESOURCES

The division administers the State's classified personnel system, administers the employee benefits programs, manages statewide systems for payroll and employee databases, and operates the statewide risk management program, including the provision of property, casualty, and workers' compensation insurance. Cash funds and reappropriated funds are provided from user fees from non-state agencies and user fees from state agencies respectively. General Fund pays for the State Agency Services sub-subdivision.

DIVISION OF HUMAN RESOURCES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 Appropriation						
SB 19-207 (Long Bill)	\$69,714,300	\$2,110,808	\$3,181,425	\$64,422,067	\$0	46.7
TOTAL	\$69,714,300	\$2,110,808	\$3,181,425	\$64,422,067	\$0	46.7
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$69,714,300	\$2,110,808	\$3,181,425	\$64,422,067	\$0	46.7
Centrally appropriated line items	(430,297)	0	(112,984)	(317,313)	0	0.0
Annualize prior year budget action	195,681	138,491	36,291	20,899	0	0.0
Annualize prior year legislation	22,092	10,675	4,334	7,083	0	0.0
Technical adjustments	(124,214)	0	(124,214)	0	0	0.0
Property program adjustment	2,478,647	0	0	2,478,647	0	0.0
Liability program adjustment	(346,570)	0	0	(346,570)	0	0.0
Workers Compensation program adjustment	(1,345,961)	0	0	(1,345,961)	0	0.0
TOTAL	\$70,163,678	\$2,259,974	\$2,984,852	\$64,918,852	\$0	46.7
INCREASE/(DECREASE)	\$449,378	\$149,166	(\$196,573)	\$496,785	\$0	0.0
Percentage Change	0.6%	7.1%	(6.2%)	0.8%	n/a	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$70,683,974	\$2,259,974	\$3,109,066	\$65,314,934	\$0	46.7
Request Above/(Below) Recommendation	\$520,296	\$0	\$124,214	\$396,082	\$0	0.0

DECISION ITEMS – DIVISION OF HUMAN RESOURCES (NONE)

The Department did not submit any decision items that only affect this division.

LINE ITEM DETAIL – DIVISION OF HUMAN RESOURCES

(A) HUMAN RESOURCE SERVICES

This subdivision includes State Agency Services and Training Services.

(1) STATE AGENCY SERVICES

State Agency Services interprets personnel rules, provides policy guidance for developing state benefits, and contracts for the annual total compensation survey. State Agency Services is funded with General Fund.

PERSONAL SERVICES

This line item funds the 19.2 FTE in State Agency Services.

STATUTORY AUTHORITY: Section 24-50-101, C.R.S.

REQUEST: The Department requests an appropriation of \$1,871,847 General Fund and 19.2 FTE. The request includes an increase of \$53,491 General Fund for the annualization of salary survey and \$10,675 General Fund for annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends appropriating \$1,871,847 General Fund and reflecting 19.2 FTE.

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$1,807,681	\$1,807,681	\$0	\$0	\$0	19.2
TOTAL	\$1,807,681	\$1,807,681	\$0	\$0	\$0	19.2
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$1,807,681	\$1,807,681	\$0	\$0	\$0	19.2
Annualize prior year budget action	53,491	53,491	0	0	0	0.0
Annualize prior year legislation	10,675	10,675	0	0	0	0.0
TOTAL	\$1,871,847	\$1,871,847	\$0	\$0	\$0	19.2
INCREASE/(DECREASE)	\$64,166	\$64,166	\$0	\$0	\$0	0.0
Percentage Change	3.5%	3.5%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$1,871,847	\$1,871,847	\$0	\$0	\$0	19.2
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses of State Agency Services.

STATUTORY AUTHORITY: Section 24-50-101, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$88,127 General Fund.

RECOMMENDATION: Staff recommendation is to approve the Department request.

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$88,127	\$88,127	\$0	\$0	\$0	0.0
TOTAL	\$88,127	\$88,127	\$0	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$88,127	\$88,127	\$0	\$0	\$0	0.0

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
TOTAL	\$88,127	\$88,127	\$0	\$0	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$88,127	\$88,127	\$0	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

TOTAL COMPENSATION AND EMPLOYEE ENGAGEMENT SURVEYS

This line item was added in FY 2013-14 for a biennial employee engagement survey to evaluate components of the State's human resources performance metrics. A biennial total compensation survey was added in FY 2014-15 to provide for a contracted consultant to conduct a custom compensation market study and benefit market analysis. Each survey is funded in alternating years from General Fund.

STATUTORY AUTHORITY: Sections 24-50-104 and 24-51-614, C.R.S.

REQUEST: The Department requests \$300,000 General Fund. The request includes an annualization adjustment to fund the Employee Engagement Survey.

RECOMMENDATION: Staff recommends appropriating \$300,000 General Fund, which is summarized below.

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, TOTAL COMPENSATION AND EMPLOYEE ENGAGEMENT SURVEYS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$215,000	\$215,000	\$0	\$0	\$0	0.0
TOTAL	\$215,000	\$215,000	\$0	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$215,000	\$215,000	\$0	\$0	\$0	0.0
Annualize prior year budget action	85,000	85,000	0	0	0	0.0
TOTAL	\$300,000	\$300,000	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$85,000	\$85,000	\$0	\$0	\$0	0.0
Percentage Change	39.5%	39.5%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$300,000	\$300,000	\$0	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(2) TRAINING SERVICES

Pursuant to Section 24-50-122, C.R.S., this program provides training courses on supervision, program management, contract management, procurement procedures, violence prevention, and performance management to state employees. Training Services is funded by training revenue earned from state agency users and non-state agency users.

TRAINING SERVICES

This program line item funds the personal services and operating expenses for 4.0 FTE in Training Services. The program line item provides flexibility for the program to provide training in-house or from outside vendors on an ongoing basis. This appropriation is funded from cash and reappropriated funds from training fees from non-state agencies, including institutions of higher education, and from state agencies deposited in the Professional Development Center Cash Fund created in Section 24-50-122 (2), C.R.S.

STATUTORY AUTHORITY: Section 24-50-122, C.R.S.

REQUEST: The Department requests an appropriation of \$1,714,426 total funds including \$48,962 cash funds and \$1,665,464 reappropriated funds and 4.0 FTE. The request includes \$7,731 cash funds for the annualization of salary survey and \$3,143 reappropriated funds for annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends approving the Department request.

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, TRAINING SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$1,703,552	\$0	\$41,231	\$1,662,321	\$0	4.0
TOTAL	\$1,703,552	\$0	\$41,231	\$1,662,321	\$0	4.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$1,703,552	\$0	\$41,231	\$1,662,321	\$0	4.0
Annualize prior year budget action	7,731	0	7,731	0	0	0.0
Annualize prior year legislation	3,143	0	0	3,143	0	0.0
TOTAL	\$1,714,426	\$0	\$48,962	\$1,665,464	\$0	4.0
INCREASE/(DECREASE)	\$10,874	\$0	\$7,731	\$3,143	\$0	0.0
Percentage Change	0.6%	0.0%	18.8%	0.2%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$1,714,426	\$0	\$48,962	\$1,665,464	\$0	4.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the cash and reappropriated funds sources for the program as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

STATUTORY AUTHORITY: Section 24-50-122, C.R.S.

REQUEST: The Department requests an appropriation of \$30,017 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$30,017 reappropriated funds, consistent with the statewide indirect cost plan.

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$79,840	\$0	\$0	\$79,840	\$0	0.0
TOTAL	\$79,840	\$0	\$0	\$79,840	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$79,840	\$0	\$0	\$79,840	\$0	0.0
Indirect cost assessment adjustment	(49,823)	0	0	(49,823)	0	0.0
TOTAL	\$30,017	\$0	\$0	\$30,017	\$0	0.0
INCREASE/(DECREASE)	(\$49,823)	\$0	\$0	(\$49,823)	\$0	0.0
Percentage Change	(62.4%)	0.0%	0.0%	(62.4%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(B) EMPLOYEE BENEFITS SERVICES

This subdivision administers and oversees the state's employee benefits program and provides the initial design of the programs and the contractual, administrative, and financial management of these programs. The programs include dental plans, medical plans, an optional life and accidental death and disability plan, a short-term disability plan, a long-term disability plan, and Section 125 Flexible Spending Account Programs. The subdivision is cash funded, primarily from the Group Benefit Plans Reserve Fund created in Section 24-50-613 (1), C.R.S. The Supplemental State Contribution Fund is cash funded from tobacco settlement revenue.

PERSONAL SERVICES

This line item funds the 12.0 FTE in Employee Benefits Services. Employee Benefits Services is funded with cash funds collected in group benefit plans premium payments by state employees and deposited in the Group Benefit Plans Reserve Fund created in Section 24-50-613 (1), C.R.S.

STATUTORY AUTHORITY: Section 24-50-604, C.R.S.

REQUEST: The Department requests an appropriation of \$915,710 cash funds and 12.0 FTE. The request includes \$28,560 cash funds for the annualization of salary survey and \$4,334 cash funds for annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends appropriating \$915,710 cash funds and reflecting 12.0 FTE.

DIVISION OF HUMAN RESOURCES, EMPLOYEE BENEFITS SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$882,816	\$0	\$882,816	\$0	\$0	12.0

DIVISION OF HUMAN RESOURCES, EMPLOYEE BENEFITS SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
TOTAL	\$882,816	\$0	\$882,816	\$0	\$0	12.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$882,816	\$0	\$882,816	\$0	\$0	12.0
Annualize prior year budget action	28,560	0	28,560	0	0	0.0
Annualize prior year legislation	4,334	0	4,334	0	0	0.0
TOTAL	\$915,710	\$0	\$915,710	\$0	\$0	12.0
INCREASE/(DECREASE)	\$32,894	\$0	\$32,894	\$0	\$0	0.0
Percentage Change	3.7%	0.0%	3.7%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$915,710	\$0	\$915,710	\$0	\$0	12.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses of Employee Benefits Services.

STATUTORY AUTHORITY: Section 24-50-604, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$58,093 cash funds.

RECOMMENDATION: Staff recommends the Committee approve the Department request.

DIVISION OF HUMAN RESOURCES, EMPLOYEE BENEFITS SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$58,093	\$0	\$58,093	\$0	\$0	0.0
TOTAL	\$58,093	\$0	\$58,093	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$58,093	\$0	\$58,093	\$0	\$0	0.0
TOTAL	\$58,093	\$0	\$58,093	\$0	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$58,093	\$0	\$58,093	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

UTILIZATION REVIEW

This appropriation funds audits of the State's employee group benefits plans to ensure that they are financially sound and accurate. The Department states that the funds are used for two purposes: to pay for dues associated with membership in the Colorado Business Group on Health, a non-profit organization that represents large purchasers of health care services in the State; and for contractual services to analyze plan utilization and financial analysis. The source of cash funds is the Group Benefit Plans Reserve Fund created in Section 24-50-613 (1), C.R.S.

STATUTORY AUTHORITY: Section 24-50-604 (1)(h), C.R.S.

REQUEST: The Department requests a continuation appropriation of \$25,000 cash funds.

RECOMMENDATION: Staff recommends appropriating \$25,000 cash funds.

DIVISION OF HUMAN RESOURCES, EMPLOYEE BENEFITS SERVICES, UTILIZATION REVIEW						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$25,000	\$0	\$25,000	\$0	\$0	0.0
TOTAL	\$25,000	\$0	\$25,000	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$25,000	\$0	\$25,000	\$0	\$0	0.0
TOTAL	\$25,000	\$0	\$25,000	\$0	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

H.B. 07-1335 SUPPLEMENTAL STATE CONTRIBUTION FUND

Pursuant to Section 24-50-609.5 C.R.S., this line supplements the monthly state contribution amounts to medical and dental benefit plan premiums of lower-income state employees with children. The source of cash funds is the Supplemental State Contribution Fund created in Section 24-50-609 (5), C.R.S. The fund is *continuously appropriated* and is therefore included in the Long Bill for informational purposes only.

STATUTORY AUTHORITY: Section 24-50-609.5, C.R.S.

REQUEST: The Department requests an informational appropriation of \$1,972,469 cash funds. It expects to offer vision contribution coverage until program utilization requires it to focus back on only medical and dental.

RECOMMENDATION: **Staff recommends reflecting an informational appropriation of \$1,848,255 cash funds for FY 2020-21**, which reflect the Legislative Council revenue forecast from December 2019. If allocations expected change dramatically between the December 2019 forecast and the March

2020 forecast, JBC staff requests permission to reflect any subsequent decisions affecting this line item in the Long Bill.

Between FY 2009- 10 and FY 2013-14, the total number of applicants averaged 978 per year, however, from FY 2014-15 through FY 2018-19, the total number of applicants averaged at 511 per year. The program continues to be listed in the benefits enrollment information that is widely distributed to state employees, included in all-employee open enrollment emails and the level of outreach provided by the benefits administrators has not changed.

DIVISION OF HUMAN RESOURCES, EMPLOYEE BENEFITS SERVICES, H.B. 07-1335 SUPPLEMENTAL STATE CONTRIBUTION FUND						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$1,972,469	\$0	\$1,972,469	\$0	\$0	0.0
TOTAL	\$1,972,469	\$0	\$1,972,469	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$1,972,469	\$0	\$1,972,469	\$0	\$0	0.0
Reven21	(124,214)	0	(124,214)	0	0	0.0
TOTAL	\$1,848,255	\$0	\$1,848,255	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$124,214)	\$0	(\$124,214)	\$0	\$0	0.0
Percentage Change	(6.3%)	0.0%	(6.3%)	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$124,214	\$0	\$124,214	\$0	\$0	0.0

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the program operations cash funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

STATUTORY AUTHORITY: Section 24-50-604, C.R.S.

REQUEST: The Department requests an appropriation of \$88,832 cash funds.

RECOMMENDATION: Staff recommends appropriating \$88,832 cash funds, consistent with the statewide indirect cost assessment calculated by the State Controller.

DIVISION OF HUMAN RESOURCES, EMPLOYEE BENEFITS SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$201,816	\$0	\$201,816	\$0	\$0	0.0
TOTAL	\$201,816	\$0	\$201,816	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$201,816	\$0	\$201,816	\$0	\$0	0.0

DIVISION OF HUMAN RESOURCES, EMPLOYEE BENEFITS SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Centrally appropriated line items	(112,984)	0	(112,984)	0	0	0.0
TOTAL	\$88,832	\$0	\$88,832	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$112,984)	\$0	(\$112,984)	\$0	\$0	0.0
Percentage Change	(56.0%)	0.0%	(56.0%)	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$88,832	\$0	\$88,832	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(C) RISK MANAGEMENT SERVICES

This office protects the State's human resource and property assets through the administration of liability insurance, property insurance, and workers' compensation. Services include accident investigation, legal defense, safety training, hazard mitigation, building inspection, insurance procurement, claim evaluation, and data collection. Risk Management Services is funded with fees collected from state agencies from common policy cost allocations for liability, property, and workers' compensation insurance. Common policy fee revenue is deposited in the Risk Management Fund created in Section 24-30-1510 (1)(a), C.R.S., the Self-insured Property Fund created in Section 24-30-1510.5 (1)(a), C.R.S., and the State Employee Workers' Compensation Account in the Risk Management Fund created in Section 24-30-1510.7 (1)(a), C.R.S.

(1) RISK MANAGEMENT PROGRAM ADMINISTRATIVE COST

This section includes line items for the administrative office and overhead costs of the Risk Management Program.

PERSONAL SERVICES

This line item funds the 11.5 FTE in Risk Management Services. Risk Management Services is funded with reappropriated funds collected in common policy cost allocations to state agencies for liability, property, and workers' compensation insurance. Common policy fee revenue is deposited in the Risk Management Fund created in Section 24-30-1510 (1)(a), C.R.S., the Self-insured Property Fund created in Section 24-30-1510.5 (1)(a), C.R.S., and the State Employee Workers' Compensation Account in the Risk Management Fund created in Section 24-30-1510.7 (1)(a), C.R.S.

STATUTORY AUTHORITY: Sections 24-30-1503 and 24-30-1504, C.R.S.

REQUEST: The Department requests an appropriation of \$830,118 reappropriated funds to support 11.5 FTE. The request includes \$20,899 for the annualization of salary survey and \$3,940 reappropriated funds for annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends approving the Department request. The recommendation is summarized in the following table.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$805,279	\$0	\$0	\$805,279	\$0	11.5
TOTAL	\$805,279	\$0	\$0	\$805,279	\$0	11.5
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$805,279	\$0	\$0	\$805,279	\$0	11.5
Annualize prior year budget action	20,899	0	0	20,899	0	0.0
Annualize prior year legislation	3,940	0	0	3,940	0	0.0
TOTAL	\$830,118	\$0	\$0	\$830,118	\$0	11.5
INCREASE/(DECREASE)	\$24,839	\$0	\$0	\$24,839	\$0	0.0
Percentage Change	3.1%	0.0%	0.0%	3.1%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$830,118	\$0	\$0	\$830,118	\$0	11.5
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses of Risk Management Services.

STATUTORY AUTHORITY: Sections 24-30-1503 and 24-30-1504, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$62,318 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$62,318 reappropriated funds.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$62,318	\$0	\$0	\$62,318	\$0	0.0
TOTAL	\$62,318	\$0	\$0	\$62,318	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$62,318	\$0	\$0	\$62,318	\$0	0.0
TOTAL	\$62,318	\$0	\$0	\$62,318	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$62,318	\$0	\$0	\$62,318	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

ACTUARIAL AND BROKER SERVICES

This line item funds the cost of actuarial and broker services for risk management programs.

STATUTORY AUTHORITY: Sections 24-30-1510, 24-30-1510.3, 24-30-1510.5, and 24-30-1510.7, C.R.S.

REQUEST: The Department requests an appropriation of \$292,000 reappropriated funds. The request includes an increase of \$25,000 for expected increases to fees paid for these services. The Department has recently expended (nearly) its entire appropriation for this purpose.

RECOMMENDATION: Staff recommends appropriating \$292,000 reappropriated funds.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, ACTUARIAL AND BROKER SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$267,000	\$0	\$0	\$267,000	\$0	0.0
TOTAL	\$267,000	\$0	\$0	\$267,000	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$267,000	\$0	\$0	\$267,000	\$0	0.0
Increased actuarial and broker fees	25,000	0	0	25,000	0	0.0
TOTAL	\$292,000	\$0	\$0	\$292,000	\$0	0.0
INCREASE/(DECREASE)	\$25,000	\$0	\$0	\$25,000	\$0	0.0
Percentage Change	9.4%	0.0%	0.0%	9.4%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$292,000	\$0	\$0	\$292,000	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

RISK MANAGEMENT INFORMATION SYSTEM

This line item funds the risk management information system service fees. The system tracks claims for the three insurance programs.

STATUTORY AUTHORITY: Sections 24-30-1510, 24-30-1510.3, 24-30-1510.5, and 24-30-1510.7, C.R.S.

REQUEST: The Department requests \$193,302 reappropriated funds.

RECOMMENDATION: Staff recommends a continuation appropriation of \$193,302 reappropriated funds.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, RISK MANAGEMENT INFORMATION SYSTEM						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$193,302	\$0	\$0	\$193,302	\$0	0.0
TOTAL	\$193,302	\$0	\$0	\$193,302	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$193,302	\$0	\$0	\$193,302	\$0	0.0
TOTAL	\$193,302	\$0	\$0	\$193,302	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, RISK MANAGEMENT INFORMATION SYSTEM

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2020-21 EXECUTIVE REQUEST	\$193,302	\$0	\$0	\$193,302	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to program reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

STATUTORY AUTHORITY: Sections 24-30-1503 and 24-30-1504, C.R.S.

REQUEST: The Department requests an appropriation of \$52,100 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$52,100 reappropriated funds, consistent with the statewide indirect cost assessment calculated by the State Controller.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, INDIRECT COST ASSESSMENT

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$234,443	\$0	\$0	\$234,443	\$0	0.0
TOTAL	\$234,443	\$0	\$0	\$234,443	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$234,443	\$0	\$0	\$234,443	\$0	0.0
Indirect cost assessment	(182,343)	0	0	(182,343)	0	0.0
TOTAL	\$52,100	\$0	\$0	\$52,100	\$0	0.0
INCREASE/(DECREASE)	(\$182,343)	\$0	\$0	(\$182,343)	\$0	0.0
Percentage Change	(77.8%)	0.0%	0.0%	(77.8%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(2) LIABILITY

This section includes line items for liability insurance premiums, deductibles, legal services, and claims expenses.

LIABILITY CLAIMS

The State is self-insured for the Liability Program, and this line is used to pay for liability claims. The program provides coverage to state agencies and employees for tort and federal claims, including those arising out of the scope of employment. Judgments for liabilities that do not involve federal law are limited by the Governmental Immunity Act pursuant to Section 24-10-114, C.R.S., limiting awards to \$387,000 per person and \$1,093,000 per occurrence. The limits in the Act are adjusted every 4 years based on growth of the Denver-Aurora-Lakewood consumer price index. This act does *not* apply to liabilities that pertain to federal law (e.g., Americans with Disabilities Act, age discrimination, gender discrimination, racial discrimination, etc.), and there is no damage limit for these awards.

This line is funded from the Risk Management Fund created in Section 24-30-1510 (1)(a), C.R.S. The fund is continuously appropriated for purposes of the fund, other than the direct and indirect administrative costs of operating the risk management system, pursuant to Section 24-30-1510 (1)(a), C.R.S.

STATUTORY AUTHORITY: Section 24-10-1510 (3), C.R.S.

REQUEST: The Department requests \$4,072,571 reappropriated funds. The request includes a risk management base adjustment decrease of \$416,158 reappropriated funds to reflect the annual calculations made by the State's actuary to determine the anticipated cost of claims for FY 2020-21.

RECOMMENDATION: Staff recommends reflecting an informational appropriation of \$4,072,571 reappropriated funds.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, LIABILITY CLAIMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$4,488,729	\$0	\$0	\$4,488,729	\$0	0.0
TOTAL	\$4,488,729	\$0	\$0	\$4,488,729	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$4,488,729	\$0	\$0	\$4,488,729	\$0	0.0
Liability program adjustment	(416,158)	0	0	(416,158)	0	0.0
TOTAL	\$4,072,571	\$0	\$0	\$4,072,571	\$0	0.0
INCREASE/(DECREASE)	(\$416,158)	\$0	\$0	(\$416,158)	\$0	0.0
Percentage Change	(9.3%)	0.0%	0.0%	(9.3%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$4,072,571	\$0	\$0	\$4,072,571	\$0	0.0
Request Above/(Below)						
Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

LIABILITY EXCESS POLICY

This line item funds additional excess policies for the State's liability program.

STATUTORY AUTHORITY: Section 24-10-1510 (3), C.R.S.

REQUEST: The Department requests \$899,250 reappropriated funds, which includes an increase of \$69,588 reappropriated funds for anticipated policy premium increases.

RECOMMENDATION: Staff recommends reflecting an informational appropriation of \$899,250 reappropriated funds.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, LIABILITY EXCESS POLICY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$829,662	\$0	\$0	\$829,662	\$0	0.0
TOTAL	\$829,662	\$0	\$0	\$829,662	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$829,662	\$0	\$0	\$829,662	\$0	0.0
Liability program adjustment	69,588	0	0	69,588	0	0.0
TOTAL	\$899,250	\$0	\$0	\$899,250	\$0	0.0
INCREASE/(DECREASE)	\$69,588	\$0	\$0	\$69,588	\$0	0.0
Percentage Change	8.4%	0.0%	0.0%	8.4%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$899,250	\$0	\$0	\$899,250	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

LIABILITY LEGAL SERVICES

Pursuant to Section 24-30-1507, C.R.S., this line funds the legal expenses associated with the Liability Program. This legal services line item is not dependent on a calculation of legal services hours purchased from the Department of Law as most statewide legal services line items are calculated and appropriated. The Liability Legal Services line item is set by the State's risk management actuary as a dollar amount. Legal services are purchased from the Department of Law and private law firms, attorneys, and technical consultants. Funds in the Liability Program are continuously appropriated for this line pursuant to Section 24-30-1510 (1)(a), C.R.S.

STATUTORY AUTHORITY: Section 24-10-1507, C.R.S.

REQUEST: The Department requests \$3,455,035 reappropriated funds. The request includes a risk management base adjustment increase of \$204,262, reflecting the Department's actuaries expenses calculation.

RECOMMENDATION: Staff recommends reflecting an informational appropriation of \$3,455,035 reappropriated funds.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, LIABILITY LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$3,250,773	\$0	\$0	\$3,250,773	\$0	0.0
TOTAL	\$3,250,773	\$0	\$0	\$3,250,773	\$0	0.0

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, LIABILITY LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$3,250,773	\$0	\$0	\$3,250,773	\$0	0.0
Centrally appropriated line items	204,262	0	0	204,262	0	0.0
TOTAL	\$3,455,035	\$0	\$0	\$3,455,035	\$0	0.0
INCREASE/(DECREASE)						
Percentage Change	6.3%	0.0%	0.0%	6.3%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(3) PROPERTY

This section includes line items for property insurance premiums, deductibles, and claims-related expenses.

PROPERTY POLICIES

STATUTORY AUTHORITY: Section 24-30-1510.5 (3), C.R.S.

REQUEST: The Department requests \$9,557,740 reappropriated funds. The request includes a risk management base adjustment increase of \$2,849,729 reappropriated funds.

RECOMMENDATION: Staff recommends reflecting an informational appropriation of \$9,557,740 reappropriated funds.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, PROPERTY POLICIES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$6,708,011	\$0	\$0	\$6,708,011	\$0	0.0
TOTAL	\$6,708,011	\$0	\$0	\$6,708,011	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$6,708,011	\$0	\$0	\$6,708,011	\$0	0.0
Property program adjustment	2,849,729	0	0	2,849,729	0	0.0
TOTAL	\$9,557,740	\$0	\$0	\$9,557,740	\$0	0.0
INCREASE/(DECREASE)						
Percentage Change	42.5%	0.0%	0.0%	42.5%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

PROPERTY DEDUCTIBLES AND PAYOUTS

The property program pays for commercial insurance and pays a self-insured retention rather than a deductible for insurance coverage of state properties. This line item funds the payment of retentions

and residuals as required by the property policies for the State's property insurance program. With the exception of losses over \$1,000,000, the State is self-funded for the majority of claims filed under the property program.

STATUTORY AUTHORITY: Section 24-30-1510.5 (3), C.R.S.

REQUEST: The Department requests an appropriation of \$5,800,000 reappropriated funds, which represents continuation level funding.

RECOMMENDATION: Staff recommends reflecting an informational appropriation of \$5,800,000 reappropriated funds.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, PROPERTY DEDUCTIBLES AND PAYOUTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$5,800,000	\$0	\$0	\$5,800,000	\$0	0.0
TOTAL	\$5,800,000	\$0	\$0	\$5,800,000	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$5,800,000	\$0	\$0	\$5,800,000	\$0	0.0
TOTAL	\$5,800,000	\$0	\$0	\$5,800,000	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$5,800,000	\$0	\$0	\$5,800,000	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(4) WORKERS' COMPENSATION

This section includes line items for workers' compensation insurance claims, premiums, legal services, and third party administrator expenses.

WORKERS' COMPENSATION CLAIMS

The workers' compensation program is used to pay workers' compensation benefits to state employees. Similar to the liability program, the State is self-insured for workers' compensation claims. The two broad categories of workers' compensation payments are medical payments and indemnity payments. Indemnity benefits include settlements for permanent injuries and lost wages. The maximum workers' compensation benefits for lost wages are established by the Department of Labor and Employment pursuant to Section 8-47-106, C.R.S. There is no maximum payment for medical benefits. The Workers' Compensation Program is funded from the State Employee Workers' Compensation Account, a separate account within the Risk Management Fund, pursuant to Section 24-30-1510.7, C.R.S. The account is continuously appropriated for the purposes of the account—other than the direct and indirect administrative costs of operating the risk management system—including legal services, litigation expenses, and third-party administrator expenses.

STATUTORY AUTHORITY: Section 24-30-1510.7, C.R.S.

REQUEST: The Department requests \$33,938,768 reappropriated funds. The request includes a risk management base adjustment decrease of \$1,040,361 reappropriated funds.

RECOMMENDATION: Staff recommends reflecting an informational appropriation of \$33,938,768 reappropriated funds.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, WORKERS' COMPENSATION CLAIMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$34,979,129	\$0	\$0	\$34,979,129	\$0	0.0
TOTAL	\$34,979,129	\$0	\$0	\$34,979,129	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$34,979,129	\$0	\$0	\$34,979,129	\$0	0.0
Workers Compensation program adjustment	(1,040,361)	0	0	(1,040,361)	0	0.0
TOTAL	\$33,938,768	\$0	\$0	\$33,938,768	\$0	0.0
INCREASE/(DECREASE)	(\$1,040,361)	\$0	\$0	(\$1,040,361)	\$0	0.0
Percentage Change	(3.0%)	0.0%	0.0%	(3.0%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$33,938,768	\$0	\$0	\$33,938,768	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

WORKERS' COMPENSATION TPA FEES AND LOSS CONTROL

This line item funds third party administrator (TPA) fees paid to the State's TPA, Broadspire, and for loss control incentives.

STATUTORY AUTHORITY: Section 24-30-1510.7, C.R.S.

REQUEST: The Department requests an appropriation of \$1,850,000 reappropriated funds, which includes a reduction

RECOMMENDATION: Staff recommends an appropriation of \$1,850,000 reappropriated funds.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, WORKERS' COMPENSATION TPA FEES AND LOSS CONTROL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$2,050,000	\$0	\$0	\$2,050,000	\$0	0.0
TOTAL	\$2,050,000	\$0	\$0	\$2,050,000	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$2,050,000	\$0	\$0	\$2,050,000	\$0	0.0
Workers Compensation program adjustment	(200,000)	0	0	(200,000)	0	0.0
TOTAL	\$1,850,000	\$0	\$0	\$1,850,000	\$0	0.0

**DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, WORKERS' COMPENSATION TPA FEES
AND LOSS CONTROL**

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
INCREASE/(DECREASE)	(\$200,000)	\$0	\$0	(\$200,000)	\$0	0.0
Percentage Change	(9.8%)	0.0%	0.0%	(9.8%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$1,850,000	\$0	\$0	\$1,850,000	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

WORKERS' COMPENSATION EXCESS POLICY

This line item funds the payment of the excess policy for the State's workers' compensation insurance program that limits the State's exposure in any one occurrence to \$10 million and covers the next \$50 million.

STATUTORY AUTHORITY: Section 24-30-1510.7, C.R.S.

REQUEST: The Department requests \$830,000 reappropriated funds. The request includes a risk management base adjustment decrease of \$105,600 to account for a reduction of TPA fees expected.

RECOMMENDATION: Staff recommends reflecting an informational appropriation of \$830,000 reappropriated funds for FY 2020-21.

**DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, WORKERS' COMPENSATION EXCESS
POLICY**

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$935,600	\$0	\$0	\$935,600	\$0	0.0
TOTAL	\$935,600	\$0	\$0	\$935,600	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$935,600	\$0	\$0	\$935,600	\$0	0.0
Workers Compensation program adjustment	(105,600)	0	0	(105,600)	0	0.0
TOTAL	\$830,000	\$0	\$0	\$830,000	\$0	0.0
INCREASE/(DECREASE)	(\$105,600)	\$0	\$0	(\$105,600)	\$0	0.0
Percentage Change	(11.3%)	0.0%	0.0%	(11.3%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$830,000	\$0	\$0	\$830,000	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

WORKERS' COMPENSATION LEGAL SERVICES

Prior to FY 2011-12, Pinnacol was the State's TPA and provided litigation services within its TPA contract. TPA contracts generally do not include litigation services, which is the case with Broadspire. The dollar amount is included in projections by the State's risk management actuary and is not

appropriated based on estimated legal services hours provided by the Department of Law unlike most state agency legal services appropriations.

STATUTORY AUTHORITY: Section 24-30-1510.7, C.R.S.

REQUEST: The Department requests \$1,786,251 reappropriated funds. The request includes a risk management base adjustment decrease of \$289,409 reappropriated funds.

RECOMMENDATION: Staff recommends reflecting an informational appropriation of \$1,786,251 reappropriated funds.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT, WORKERS' COMPENSATION LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$2,075,660	\$0	\$0	\$2,075,660	\$0	0.0
TOTAL	\$2,075,660	\$0	\$0	\$2,075,660	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$2,075,660	\$0	\$0	\$2,075,660	\$0	0.0
Centrally appropriated line items	(289,409)	0	0	(289,409)	0	0.0
TOTAL	\$1,786,251	\$0	\$0	\$1,786,251	\$0	0.0
INCREASE/(DECREASE)	(\$289,409)	\$0	\$0	(\$289,409)	\$0	0.0
Percentage Change	(13.9%)	0.0%	0.0%	(13.9%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$1,786,251	\$0	\$0	\$1,786,251	\$0	0.0
Request Above/(Below)						
Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(3) CONSTITUTIONALLY INDEPENDENT ENTITIES

This Division currently includes only the State Personnel Board. Historically, other constitutional independent entities such as the Independent Ethics Commission have been located in this Division.

CONSTITUTIONALLY INDEPENDENT ENTITIES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 Appropriation						
SB 19-207 (Long Bill)	\$592,705	\$592,705	\$0	\$0	\$0	4.8
TOTAL	\$592,705	\$592,705	\$0	\$0	\$0	4.8
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$592,705	\$592,705	\$0	\$0	\$0	4.8
Centrally appropriated line items	13,920	13,920	0	0	0	0.0
Annualize prior year budget action	15,859	15,859	0	0	0	0.0
Annualize prior year legislation	2,349	2,349	0	0	0	0.0
TOTAL	\$624,833	\$624,833	\$0	\$0	\$0	4.8
INCREASE/(DECREASE)	\$32,128	\$32,128	\$0	\$0	\$0	0.0
Percentage Change	5.4%	5.4%	n/a	n/a	n/a	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$624,833	\$624,833	\$0	\$0	\$0	4.8
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

DECISION ITEMS – CONSTITUTIONALLY INDEPENDENT ENTITIES (NONE)

The Executive Branch did not submit any decision items for this division.

LINE ITEM DETAIL – CONSTITUTIONALLY INDEPENDENT ENTITIES

(A) PERSONNEL BOARD

The State Personnel Board is authorized in Article XII, Sections 13 through 15, of the Colorado Constitution. Pursuant to Section 24-50-103, C.R.S., the Board has the authority to adopt by rule a uniform grievance procedure to be used by all departments and state agencies for classified employees in the state personnel system. The Board is responsible for the following: adjudicating employment disputes within the state classified system; promulgating rules to ensure that state employment is based on merit; conducting administrative hearings; promulgating rules under the authority of the State Administrative Procedures Act; and facilitating dispute resolution. The Personnel Board is funded by General Fund.

PERSONAL SERVICES

This line item funds 4.8 FTE in the Personnel Board. The Personnel Board is almost entirely funded with General Fund. Cash funds are from fees collected for copies and case documentation.

STATUTORY AUTHORITY: Section 24-50-103, C.R.S.

REQUEST: The Department requests an appropriation of \$543,700 General Fund and 4.8 FTE, which includes an increase of \$15,859 General Fund for annualization of salary survey and \$2,349 General Fund for annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends appropriating \$543,700 General Fund and reflecting 4.8 FTE.

CONSTITUTIONALLY INDEPENDENT ENTITIES, PERSONNEL BOARD, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$525,492	\$525,492	\$0	\$0	\$0	4.8
TOTAL	\$525,492	\$525,492	\$0	\$0	\$0	4.8
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$525,492	\$525,492	\$0	\$0	\$0	4.8
Annualize prior year budget action	15,859	15,859	0	0	0	0.0
Annualize prior year legislation	2,349	2,349	0	0	0	0.0
TOTAL	\$543,700	\$543,700	\$0	\$0	\$0	4.8
INCREASE/(DECREASE)	\$18,208	\$18,208	\$0	\$0	\$0	0.0
Percentage Change	3.5%	3.5%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$543,700	\$543,700	\$0	\$0	\$0	4.8
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses of the Personnel Board.

STATUTORY AUTHORITY: Section 24-50-103, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$22,969 General Fund. The request includes an increase of \$3,876 for software licenses related to R4 Department operating adjustments and a decrease of \$92 for a Nonprioritized request.

RECOMMENDATION: Staff recommends appropriating a base of \$22,969 General Fund for FY 2020-21.

CONSTITUTIONALLY INDEPENDENT ENTITIES, PERSONNEL BOARD, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$22,969	\$22,969	\$0	\$0	\$0	0.0
TOTAL	\$22,969	\$22,969	\$0	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$22,969	\$22,969	\$0	\$0	\$0	0.0
TOTAL	\$22,969	\$22,969	\$0	\$0	\$0	0.0

CONSTITUTIONALLY INDEPENDENT ENTITIES, PERSONNEL BOARD, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$22,969	\$22,969	\$0	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

LEGAL SERVICES

This line item provides funding for the Personnel Board to purchase legal services from the Department of Law.

STATUTORY AUTHORITY: Sections 24-31-101 (1)(a), C.R.S., and 24-75-112 (1)(i), C.R.S.

REQUEST: The Department requests \$58,164 General Fund for the purchase of legal services in FY 2020-21.

RECOMMENDATION: Staff recommendation is pending Committee action on the common policy for legal services. The dollar amount of staff's recommendation is pending decision for the legal services Common Policy by the Committee. Staff requests permission to reflect the Committee decision in this line item. The amount included in the following table represents the Board's requested appropriation.

CONSTITUTIONALLY INDEPENDENT ENTITIES, PERSONNEL BOARD, LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$44,244	\$44,244	\$0	\$0	\$0	0.0
TOTAL	\$44,244	\$44,244	\$0	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$44,244	\$44,244	\$0	\$0	\$0	0.0
Centrally appropriated line items	13,920	13,920	0	0	0	0.0
TOTAL	\$58,164	\$58,164	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$13,920	\$13,920	\$0	\$0	\$0	0.0
Percentage Change	31.5%	31.5%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$58,164	\$58,164	\$0	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(4) DIVISION OF CENTRAL SERVICES

The Division of Central Services provides statewide support services such as print, document management and retention, and mail services. Central Services is almost entirely funded by reappropriated funds consisting of user fees from state agencies. General Fund and cash funds from offender surcharges and grants provide funding for the Address Confidentiality Program within Integrated Document Solutions.

CENTRAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 Appropriation						
SB 19-207 (Long Bill)	\$32,180,229	\$1,471,267	\$1,368,861	\$29,340,101	\$0	121.8
Other legislation	3,990	2,790	0	1,200	0	0.0
TOTAL	\$32,184,219	\$1,474,057	\$1,368,861	\$29,341,301	\$0	121.8
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$32,184,219	\$1,474,057	\$1,368,861	\$29,341,301	\$0	121.8
R9 Postage spending authority reduction	(3,000,000)	0	0	(3,000,000)	0	0.0
Centrally appropriated line items	185,154	0	0	185,154	0	0.0
Annualize prior year budget action	1,110,279	(85,918)	10,794	1,185,403	0	0.0
Annualize prior year legislation	28,118	4,757	479	22,882	0	0.0
Technical adjustments	70,033	70,033	0	0	0	0.0
TOTAL	\$30,577,803	\$1,462,929	\$1,380,134	\$27,734,740		121.8
INCREASE/(DECREASE)	(\$1,606,416)	(\$11,128)	\$11,273	(\$1,606,561)	\$0	0.0
Percentage Change	(5.0%)	(0.8%)	0.8%	(5.5%)	n/a	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$30,577,803	\$1,462,929	\$1,380,134	\$27,734,740	\$0	121.8
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

DECISION ITEMS – DIVISION OF CENTRAL SERVICES

→ R9 POSTAGE SPENDING AUTHORITY

REQUEST: The Department requests a waiver for the State Archives and Public Records Fund for FY 2018-19 and FY 2019-20. The fund supports the Colorado State Archives and is out of compliance in the current year due to a decrease in its revenue base. The target fund balance is calculated as a percentage of operating expenses, so in years that revenue is down, operating expenses are also down, and therefore the target fund balance is lower. Since revenue varies annually, the Department does not plan to spend down the fund balance immediately, but rather spend it slowly. This will ensure that the fund balance is at a proper level when revenue, and therefore operating expenses and the target fund balance, increases.

RECOMMENDATION: JBC staff recommends the Committee approve the Department's requested waiver for FY 2018-19 and FY 2019-20.

DISCUSSION: The Integrated Document Solutions program provides a number of services for all State agencies. One of those services is mail processing which includes the pickup, sorting, insertion,

metering, and delivery of internal and external mail. The consolidated functionality allows IDS the ability to leverage the volumes of all state agencies when purchasing the materials necessary to offer these services, as well as negotiate lower postage rates with the United State Postal Service (USPS) for all State mail.

The largest customer for IDS outgoing mail is the Colorado Benefits Management System (CBMS). The Affordable Care Act (ACA) required most individuals to have health insurance coverage or potentially to pay a penalty for noncompliance. To assist compliance, the federal government required the Department of Health Care Policy and Financing (HCPF) to mail a tax form to all individuals covered by Medicaid or CHP+ by January 31, 2016, through CBMS. In addition, Connect for Colorado, the non-profit insurance exchange servicing essentially the same individuals as CBMS, also utilized IDS services for several mailings at this time.

In FY 2015-16 and FY 2016-17, spending authority for the IDS Postage line item increased significantly with the approval of a supplemental and budget amendment submitted by the Governor's Office of Information Technology (OIT) for Colorado Benefits Management System (CBMS) correspondence which IDS mails. Initial forecasts for the number of mailings underestimated the number of mailings and need for larger envelopes ("flats") requiring manual processing and significantly more postage.

Additional funding for IDS Postage was approved for FY 2018-19 and for FY 2019-20 for CBMS client correspondence growth. The request was based on projections using processes in effect at the time the request was written. However in the interim, IDS had worked to automate processes and was able to shift mailings from "flats" to 6 X 9 envelopes reducing CBMS postage costs significantly. OIT also achieved process efficiencies which reduced the need for "flats" by shifting to 6 X 9 envelopes which again reduced CBMS postage costs. Rates for postal customers that meter and pre-sort the mail before transferring to the United States Postal Service also did not jump as significantly as anticipated. JBC staff recommendation accounted for this discrepancy for all other entities but a nonprioritized request from the Department of Health Care Policy and Financing for CBMS increased funding based on the higher rates.

ACA requirements have since changed, and Connect for Colorado has since contracted with a new entity for mailings. This has resulted in new projections with updated estimates and known postage rates results in the postage appropriation for IDS being set about \$3.0 million reappropriated funds too high in the current fiscal year and ongoing. The appropriation represents only spending authority for postage, which would only be spent based on services requested by one the agencies served by IDS. Therefore, the reduction will not impact the Department's ability to fulfill the needs of agencies that need reach individuals through the mail.

JBC staff recommends the Committee approve the Department request.

LINE ITEM DETAIL – CENTRAL SERVICES

(A) ADMINISTRATION

The administration section provides management, human resources, accounting, and marketing services for Division programs. Administration is funded by reappropriated funds from user fees from

state agencies deposited in the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S., and the Motor Fleet Management Fund created in Section 24-30-1115 (1), C.R.S.

PERSONAL SERVICES

This line item funds the 5.2 FTE in Central Services Administration. Central Services Administration is funded from reappropriated funds from the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S.

STATUTORY AUTHORITY: Section 24-30-1104, C.R.S.

REQUEST: The Department requests an appropriation of \$503,265 reappropriated funds and 5.2 FTE. The request includes an increase of \$14,045 for annualization of salary survey and \$1,169 for annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends appropriating \$503,265 reappropriated funds and reflecting 5.2 FTE.

CENTRAL SERVICES, ADMINISTRATION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$486,837	\$0	\$0	\$486,837	\$0	5.2
TOTAL	\$486,837	\$0	\$0	\$486,837	\$0	5.2
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$486,837	\$0	\$0	\$486,837	\$0	5.2
Annualize prior year budget action	14,052	0	0	14,052	0	0.0
Annualize prior year legislation	2,376	0	0	2,376	0	0.0
TOTAL	\$503,265	\$0	\$0	\$503,265	\$0	5.2
INCREASE/(DECREASE)	\$16,428	\$0	\$0	\$16,428	\$0	0.0
Percentage Change	3.4%	0.0%	0.0%	3.4%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses of Central Services Administration.

STATUTORY AUTHORITY: Section 24-30-1104, C.R.S.

REQUEST: The Department requests a continuation level appropriation of \$27,690 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$27,690 reappropriated funds.

CENTRAL SERVICES, ADMINISTRATION, OPERATING EXPENSES

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$27,690	\$0	\$0	\$27,690	\$0	0.0
TOTAL	\$27,690	\$0	\$0	\$27,690	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$27,690	\$0	\$0	\$27,690	\$0	0.0
TOTAL	\$27,690	\$0	\$0	\$27,690	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$27,690	\$0	\$0	\$27,690	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to reappropriated funds sources as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

STATUTORY AUTHORITY: Section 24-30-1104, C.R.S.

REQUEST: The Department requests an appropriation of \$19,034 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$19,034 reappropriated funds, consistent with the statewide indirect cost assessment calculated by the State Controller.

CENTRAL SERVICES, ADMINISTRATION, INDIRECT COST ASSESSMENT

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$11,303	\$0	\$0	\$11,303	\$0	0.0
TOTAL	\$11,303	\$0	\$0	\$11,303	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$11,303	\$0	\$0	\$11,303	\$0	0.0
Centrally appropriated line items	7,731	0	0	7,731	0	0.0
TOTAL	\$19,034	\$0	\$0	\$19,034	\$0	0.0
INCREASE/(DECREASE)	\$7,731	\$0	\$0	\$7,731	\$0	0.0
Percentage Change	68.4%	0.0%	0.0%	68.4%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$19,034	\$0	\$0	\$19,034	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(B) INTEGRATED DOCUMENT SOLUTIONS

Integrated Document Solutions (IDS) provides business support services comprising print, document management, data entry, imaging, and mail operations. The division has facilities in Pueblo and Denver

and serves state agencies, institutions of higher education, and local governments. IDS is funded by reappropriated funds collected from user fees from state agencies and cash funds collected from user fees from non-state agencies and deposited in the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S. Additionally, the Address Confidentiality Program is located in IDS and is funded with General Fund and cash funds from offender surcharges and grants.

PERSONAL SERVICES

This line item funds the 96.6 FTE in IDS, excluding the Address Confidentiality Program. IDS is funded from revenue and earned and deposited in the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S. Cash funds are earned from user fees from non-state agencies and reappropriated funds from user fees from state agencies.

STATUTORY AUTHORITY: Sections 24-30-1102 (4) and 24-30-1104 (1), C.R.S.

REQUEST: The Department requests an appropriation of \$7,467,799 total funds including \$141,615 cash funds, \$7,326,184 reappropriated funds, and 96.6 FTE.

RECOMMENDATION: Staff recommends appropriating \$7,467,799 total funds including \$141,615 cash funds, \$7,326,184 reappropriated funds, and 96.6 FTE.

OPERATING EXPENSES

This line item funds the operating expenses of IDS. In addition to administrative operating expenses, operating expenses include equipment and supplies for print, document, and mail services.

STATUTORY AUTHORITY: Sections 24-30-1102 (4) and 24-30-1104 (1), C.R.S.

REQUEST: The Department requests an appropriation of \$8,680,543 total funds including \$240,239 cash funds and \$8,440,304 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$8,680,543 total funds including \$240,239 cash funds and \$8,440,304 reappropriated funds.

COMMERCIAL PRINT PAYMENTS

This line item was added in a FY 2015-16 supplemental for pass-through payments to commercial print vendors. Spending authority for these payments was formerly provided in the operating expenses line item. The IDS program has increased its use of commercial print vendors and expenditures from this line item represent pass-through payments from state agencies for print jobs that IDS has determined are best completed by outside vendors.

STATUTORY AUTHORITY: Sections 24-30-1102 (4) and 24-30-1104 (1), C.R.S.

REQUEST: The Department requests a continuation appropriation of \$1,733,260 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$1,733,260 reappropriated funds.

IDS POSTAGE

This line item was added in FY 2014-15. At that time, postage represented 54.7 percent of the Department's operating expenses line item and both the rates and volume usage are outside of the Department's discretionary control. Increases in spending authority are generally tied to postage increases identified in Department prioritized request items and mail services purchased by state agencies identified in non-prioritized request items from other state agencies.

STATUTORY AUTHORITY: Sections 24-30-1102 (4) and 24-30-1104 (1), C.R.S.

REQUEST: The Department requests an appropriation of \$9,973,524 total funds including \$740,298 cash funds and \$9,233,226 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$9,973,524 total funds including \$740,298 cash funds and \$9,233,226 reappropriated funds.

UTILITIES

This line item supports the utility costs associated with IDS operations in Pueblo.

STATUTORY AUTHORITY: Sections 24-30-1102 (4) and 24-30-1104 (1), C.R.S.

REQUEST: The Department requests a continuation appropriation of \$69,000 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$69,000 reappropriated funds.

The last two years of actual expenditures have nearly fully expended the appropriation. Staff recommends no adjustment to the request amount.

ADDRESS CONFIDENTIALITY PROGRAM

House Bill 11-1080 transferred the existing Address Confidentiality Program from the Department of State to the Department of Personnel. The program was established in 2007 to provide a confidential substitute address and mail forwarding system for program participants who are victims of domestic violence, sexual offenses, or stalking. The program was originally entirely cash funded through a surcharge levied on convicted offenders, 95 percent of which is deposited in the Address Confidentiality Program Surcharge Fund for the program, as well as grants. Participant growth has continued to exceed revenue growth from offender surcharges requiring additional General Fund to meet the program's statutory requirements regarding participation in the program. This line item funds 3.4 FTE for the program as well as administrative operating expenses, predominantly consisting of mail supplies and postage.

STATUTORY AUTHORITY: Part 21 of Article 30 of Title 24, C.R.S.

REQUEST: The Department requests \$702,280 total funds, including \$560,606 General Fund and \$141,674 cash funds, and 7.0 FTE.

RECOMMENDATION: Staff recommends appropriating \$702,280 total funds, including \$560,606 General Fund and \$141,674 cash funds, and 7.0 FTE.

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the IDS reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

STATUTORY AUTHORITY: Sections 24-30-1102 (4) and 24-30-1104 (1), C.R.S.

REQUEST: The Department requests an appropriation of \$353,706 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$353,706 reappropriated funds, consistent with the statewide indirect cost assessment calculated by the State Controller.

(C) COLORADO STATE ARCHIVES

The Colorado State Archives preserves and maintains historical documents pertaining to Colorado's history and provides state agencies and the general public access to these records for legal and research purposes. The State Archives is predominantly General Funded. Fee revenue from requests for information and research from state agencies and the general public provide a lesser amount of reappropriated funds and cash funds deposited in the State Archives and Public Records Cash Fund created in Section 24-80-102 (10)(a), C.R.S.

PERSONAL SERVICES

This line item funds the 13.0 FTE in State Archives consisting of archivists and technical and administrative staff. It previously resided in the Executive Director's Office.

STATUTORY AUTHORITY: Part 1 of Article 80 of Title 24, C.R.S.

REQUEST: The Department requests an appropriation of \$756,764 total funds including \$637,385 General Fund, \$90,308 cash funds, and \$29,071 reappropriated funds and 13.0 FTE. The request includes \$18,220 General Fund for the annualization of salary survey, \$3,498 for annualization of FY 2018-19 State Archives digitalization and electronic record plan prior year budget action a transfer of \$10,000 from personal services item to operating expenses, and \$3,498 for annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends approving the Department request.

CENTRAL SERVICES, COLORADO STATE ARCHIVES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$734,567	\$615,667	\$89,829	\$29,071	\$0	13.0
TOTAL	\$734,567	\$615,667	\$89,829	\$29,071	\$0	13.0

CENTRAL SERVICES, COLORADO STATE ARCHIVES, PERSONAL SERVICES

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$734,567	\$615,667	\$89,829	\$29,071	\$0	13.0
Annualize prior year budget action	18,220	18,220	0	0	0	0.0
Annualize prior year legislation	3,977	3,498	479	0	0	0.0
TOTAL	\$756,764	\$637,385	\$90,308	\$29,071	\$0	13.0
INCREASE/(DECREASE)	\$22,197	\$21,718	\$479	\$0	\$0	0.0
Percentage Change	3.0%	3.5%	0.5%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$756,764	\$637,385	\$90,308	\$29,071	\$0	13.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses of the State Archives, which includes information systems and multi-media storage equipment, supplies, and maintenance.

STATUTORY AUTHORITY: Part 1 of Article 80 of Title 24, C.R.S.

REQUEST: The Department requests an appropriation of \$290,938 total funds including \$264,938 General Fund and \$26,000 cash funds. The request includes \$70,033 General Fund for the annualization of FY 2018-19 State Archives digitalization and electronic record plan prior year budget action and a decrease of \$125,000 related to one-time funding for restoration of portraits of historic Coloradan figures.

RECOMMENDATION: Staff recommends approving the Department request.

CENTRAL SERVICES, COLORADO STATE ARCHIVES, OPERATING EXPENSES

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$345,905	\$319,905	\$26,000	\$0	\$0	0.0
TOTAL	\$345,905	\$319,905	\$26,000	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$345,905	\$319,905	\$26,000	\$0	\$0	0.0
State Archives adjustments	70,033	70,033	0	0	0	0.0
Annualize prior year budget action	(125,000)		0	0	0	0.0
TOTAL	\$290,938	\$264,938	\$26,000	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$54,967)	(\$54,967)	\$0	\$0	\$0	0.0
Percentage Change	(15.9%)	(17.2%)	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$290,938	\$264,938	\$26,000	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(5) DIVISION OF ACCOUNTS AND CONTROL

This division includes the Office of the State Controller in Financial Operations and Reporting, which manages statewide fiscal rules, conducts statewide financial reporting, provides policy and procedural guidance, and develops the statewide indirect cost allocation plan. CORE Operations oversees the Colorado Operations Resource Engine (CORE), the state's accounting system. Procurement and Contracts administers a statewide procurement program and meets the product and service needs of state agencies by negotiating contracts for goods and services. Central Collections Services provides for the collection of debts due to the state. This Division is funded with rebates received from the Procurement Card Program, statewide indirect cost recoveries, cash funds from the Supplier Database Cash Fund, user fees from state agencies for CORE Operations deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a), C.R.S., collection fees assessed to individuals making payments in the collections process deposited in the Debt Collection Fund created in Section 24-30-202.4 (3)(e), C.R.S., and General Fund.

DIVISION OF ACCOUNTS AND CONTROL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 Appropriation						
SB 19-207 (Long Bill)	\$20,227,967	\$2,821,670	\$8,554,458	\$8,851,839	\$0	97.3
HB 20-1254 (Supplemental Bill)	(677,373)	1,171,507	(1,873,653)	24,773	0	(21.8)
Other legislation	650,000	650,000	0	0	0	0.0
TOTAL	\$20,200,594	\$4,643,177	\$6,680,805	\$8,876,612	\$0	75.5
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$20,200,594	\$4,643,177	\$6,680,805	\$8,876,612	\$0	75.5
R3 Core information security audit finding	79,376	0	0	79,376	0	0.0
R6 Technical correction SB 19-135 appropriation	0	0	0	0	0	0.0
R8 Collections services refinance and restructure	(1,284,435)	41,044	(1,354,179)	28,700	0	(23.4)
Centrally appropriated line items	268,156	0	135,220	132,936	0	0.0
Annualize prior year budget action	206,322	137,885	15,100	53,337	0	0.0
Annualize prior year legislation	760,927	(1,149,426)	1,925,979	(15,626)	0	21.8
Refinance GF with cash funds	0	(30,923)	30,923	0	0	0.0
CORE program adjustment	0	0	(763,776)	763,776	0	0.0
TOTAL	\$20,230,940	\$3,641,757	\$6,670,072	\$9,919,111	\$0	73.9
INCREASE/(DECREASE)	\$30,346	(\$1,001,420)	(\$10,733)	\$1,042,499	\$0	(1.6)
Percentage Change	0.2%	(21.6%)	(0.2%)	11.7%	n/a	(2.1%)
FY 2020-21 EXECUTIVE REQUEST	\$20,230,940	\$3,641,757	\$6,670,072	\$9,919,111	\$0	73.9
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

DECISION ITEMS – DIVISION OF ACCOUNTS AND CONTROL

→ R3 CORE RESPONSE TO INFORMATION SECURITY AUDIT FINDING

REQUEST: The Department of Personnel requests an ongoing annual appropriation of \$79,376 in reappropriated funds spending authority in FY 2020-21 and ongoing within the (5) Division of

Accounts and Control, (C) CORE Operations, Payments for CORE and Support Modules line item to address an audit finding related to the CORE system within the Statewide Single Audit Fiscal Year Ended June 30, 2017. This requested increase represents a 1.2 percent increase to the existing appropriation. For FY 2020-21, the Department has sufficient fund balance without increasing the allocations to individual state agencies. For FY 2021-22 and ongoing, this amount will be incorporated into the overall CORE Operations common policy and allocated to individual state agencies.

RECOMMENDATION: The recommendation is to approve the Department request.

DISCUSSION: Within The Department of Personnel, the Office of the State Controller has overall responsibility for the State's financial information recorded in the Colorado Operations Resource Engine (CORE) application. Currently, all statewide departments utilize the CORE application, which is funded through the operating common policy for CORE Operations, primarily with reappropriated funds spending authority with a small cash funds spending authority offset from the Supplier Database Fund. The OSC is specifically responsible for establishing statewide policies and procedures, including account management workflow procedures, for the departments and users to follow in the CORE applications. As a standard industry practice, the CORE application is designed to allow various information security settings to be managed by the State Controller through CORE application settings.

Within the Office of the State Auditor's Statewide Single Audit Fiscal Year Ended June 30, 2017, the audit team concluded there were three findings related to CORE information security within the CORE application. Two of the three findings were resolved quickly within existing resources. The Office of State Auditor has determined that the outstanding audit finding needs to be resolved because, the problem identified could affect the data reliability of the State's financial information and lead to misstatements of the State's financial statements or potential fraudulent activity. The Office of the State Controller agrees with the Audit finding, is seeking funding in this decision item to implement the recommendation.

Among other reviews performed, the audit team reviewed and tested the information security and logical access controls over the CORE system, which included interviewing relevant staff, reviewing policies and procedures, analyzing system configurations, user account settings and audit logs. They inquired with CGI, as they maintain and monitor the database supporting CORE, to determine whether logging was configured, enabled, and recording changes to user access to the application. Based on this review, the State Auditor issued the following recommendation:

The Office of the State Controller should strengthen information security system operations and controls over the Colorado Operations Resource Engine (CORE) system by working with [its vendor] to ensure that the Service Organization Control 1, Type II report covering the [vendor] managed components of the CORE system contains database layer controls over financial reporting.

This report is produced annually by the vendor's third party auditors and is issued directly to the Office of the State Auditor. Alarming, the Department has conceded that it is beholden to its vendor for a solution in this situation. The vender estimated changes required by the audit finding will cost approximately \$79,376 annually. The Department's only other solution is to not implement the audit recommendation and continue pushing work associated with this shortcoming to the Office of the State Auditor.

Currently, the Department has an acceptable workaround in place, since the State Auditor does additional work without the recommended SOC 1, Type II report being in place. However, the Department is unable to quantify the workload performed by the State Auditor on the workaround process, or the estimated savings that will result if this report is added to CGI's third-party audit. No savings in the form of reduced appropriation accompany this request.

Considering how valuable data in the financial reporting system is and how important accurate reporting and secured access restrictions is regarding such a system, **JBC staff recommends approving the Department request.** As highlighted by the Department, funding this request is the only path forward if the State wishes to address the findings of the State Auditor.

→ R6 SB19-135 STATEWIDE DISPARITY STUDY TECHNICAL ADJUSTMENT

REQUEST: The Department requests a technical correction to the appropriation originally included in S.B. 19-135 (Statewide Disparity Study). The correction moves \$650,000 General Fund from the Operating Expenses line item to the Personal Services line item within the Procurement and Contracts subdivision in this Division. The Department originally included a request to extend the spending authority another year, however, the Department and JBC staff agree this is not required because it has a statutory authorization to expend from the appropriation over a two year period. The Department has thus withdrawn this aspect of the request.

RECOMMENDATION: The recommendation is to approve the Department's request to move the funding between line items, the request corrects an error made in the original appropriation in the annualization for FY 2020-21. As noted above, Staff does not recommend granting roll-forward authority because Section 24-103-1003 (3), C.R.S., grants appropriations made to the Department for this study two years of spending authority.

Pursuant Section 24-75-112 (1)(m)(2), C.R.S., expenditures for the commissioning of external vendors are classified in statute as "personal services" expenses rather than through operating expenses. The study must be completed by December 1, 2020. The Committee previously acted on correcting the FY 2019-20 appropriation, through the Department's supplemental bill. This change corrects the second and final year of appropriations for this study. **JBC staff recommends approving the Department request.**

LINE ITEM DETAIL – DIVISION OF ACCOUNTS AND CONTROL

(A) FINANCIAL OPERATIONS AND REPORTING

This subdivision includes Financial Operations and Reporting, formerly the Office of the State Controller, and Collections Services.

(1) FINANCIAL OPERATIONS AND REPORTING

This sub-subdivision was formerly the subdivision known as the Office of the State Controller. Pursuant to Sections 24-30-201 through 24-30-207, C.R.S., the Office of the State Controller is statutorily charged with managing the financial operations of the State of Colorado. This includes statewide financial reporting, providing policy and procedural guidance, developing the statewide indirect cost plan, operating the state's payroll system, issuing warrants, and providing specialized accounting services to other state agencies.

PERSONAL SERVICES

This line item funds the 29.5 FTE in Financial Operations and Reporting. This sub-subdivision is primarily appropriated General Fund. Cash funds sources include rebates received from the Procurement Card Program and indirect costs paid from institutions of higher education, both of which offset General Fund.

STATUTORY AUTHORITY: Section 24-30-201, C.R.S.

REQUEST: The Department requests an appropriation of \$3,090,939 total funds including \$2,816,485 General Fund and \$274,454 cash funds and 30.5 FTE. The request includes \$89,214 General Fund for the annualization of salary survey, a refinance of \$53,088 General Fund with rebates from the P-Card program, and a reduction of \$23,233 General Fund from the annualization of prior year legislation.

RECOMMENDATION: Staff recommends appropriating \$3,090,939 total funds, including \$2,816,485 General Fund and \$221,366 cash funds and 30.5 FTE. The recommendation also includes \$41,044 General Fund and 0.2 FTE, consistent with staff recommendation on R8 Collections services refinances and restructure.

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$2,946,872	\$2,725,506	\$221,366	\$0	\$0	30.3
HB 20-1254 (Supplemental Bill)	\$37,042	\$37,042	\$0	\$0	\$0	0.2
TOTAL	\$2,983,914	\$2,762,548	\$221,366	\$0	\$0	30.5
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$2,983,914	\$2,762,548	\$221,366	\$0	\$0	30.5
Annualize prior year budget action	89,214	89,214	0	0	0	0.0
R8 Collections services refinance and restructure	41,044	41,044	0	0	0	0.2
Refinance GF with P-card rebates	0	(53,088)	53,088	0	0	0.0
Annualize prior year legislation	(23,233)	(23,233)	0	0	0	(0.2)
TOTAL	\$3,090,939	\$2,816,485	\$274,454	\$0	\$0	30.5
INCREASE/(DECREASE)	\$107,025	\$53,937	\$53,088	\$0	\$0	0.0
Percentage Change	3.6%	2.0%	24.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$3,090,939	\$2,816,485	\$274,454	\$0	\$0	30.5
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	(0.0)

OPERATING EXPENSES

This line item funds the operating expenses of Financial Operations and Reporting. Cash funds sources include rebates received from the Procurement Card Program and indirect costs paid from institutions of higher education, both of which offset General Fund.

STATUTORY AUTHORITY: Section 24-30-201, C.R.S.

REQUEST: The Department requests an appropriation of \$138,303 total funds including \$10,000 General Fund and \$128,303 cash funds. The request includes refinancing a portion of the operating expenses with General Fund to reflect reduced rebates anticipated from Procurement Card reward programs.

RECOMMENDATION: Staff recommends approving the Department request.

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$138,303	\$10,000	\$128,303	\$0	\$0	0.0
TOTAL	\$138,303	\$10,000	\$128,303	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$138,303	\$10,000	\$128,303	\$0	\$0	0.0
Refinance GF with P-card rebates	0	128,303	(128,303)	0	0	0.0
TOTAL	\$138,303	\$138,303	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$0	\$128,303	(\$128,303)	\$0	\$0	0.0
Percentage Change	0.0%	1,283.0%	(100.0%)	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

RECOVERY AUDIT PROGRAM DISBURSEMENTS

This line item was added as a supplemental appropriation for FY 2011-12, and provides spending authority from the Recovery Audit Cash Fund created in Section 24-30-203.5 (8), C.R.S., that allows the Department to enter into a contingency-based contract with a recovery audit vendor, reimburse state agencies for recovery audit costs, and reimburse the federal government as required. The recovery audit process is intended to repeat every three years, but was suspended for three years by H.B. 13-1286.

STATUTORY AUTHORITY: Section 24-30-203.5, C.R.S.

REQUEST: The Department requests an appropriation of \$51,000 cash funds, which includes adjustments related to H.B. 13-1286.

RECOMMENDATION: Staff recommends appropriating \$51,000 cash funds.

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, RECOVERY AUDIT PROGRAM DISBURSEMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, RECOVERY AUDIT
PROGRAM DISBURSEMENTS

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
SB 19-207 (Long Bill)	\$1,000	\$0	\$1,000	\$0	\$0	0.0
TOTAL	\$1,000	\$0	\$1,000	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$1,000	\$0	\$1,000	\$0	\$0	0.0
Annualize prior year legislation	50,000	0	50,000	0	0	0.0
TOTAL	\$51,000	\$0	\$51,000	\$0	\$0	0.0
INCREASE/(DECREASE)	\$50,000	\$0	\$50,000	\$0	\$0	0.0
Percentage Change	5,000.0%	0.0%	5,000.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$51,000	\$0	\$51,000	\$0	\$0	0.0
Request Above/(Below)						
Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(2) COLLECTIONS SERVICES

Pursuant to Section 24-30-202.4, C.R.S., Collections Services provides debt collection services for all of the state's agencies and political subdivisions by using tools such as income tax interception, vendor interception, and employment information that is not typically available to private collection agencies. Debt is referred to this office after 30 days, and the office then has up to 180 days to collect the debt after which it is referred to a private agency. Section 24-30-202.4 (8)(a), C.R.S., provides that Collections Services may earn its cash funds revenue from a collection fee set by the Department, currently set at 18.0 percent, assessed to individuals making payments in the collections process, and which may not exceed 21.0 percent for Collections Services or private collection agencies or 25.0 percent for private counsel. The program's cash fund is the Debt Collection Fund created in Section 24-30-202.4 (3)(e), C.R.S., which also provides that the Debt Collection Fund balance shall not exceed 25.0 percent of the annual appropriated budget of Collections Services and that the excess reverts to the General Fund at the end of each fiscal year.

PERSONAL SERVICES

This line item funds the 28.0 FTE in Collections Services. Collections Services is entirely cash funded from a collection fee assessed to individuals making payments in the collections process. Cash funds are deposited in the Debt Collection Fund created in Section 24-30-202-4 (3)(e), C.R.S.

STATUTORY AUTHORITY: Section 24-30-202.4, C.R.S.

REQUEST: The Department requests an appropriation of \$358,701 cash funds and 4.3 FTE. The request includes an increase of \$15,100 cash funds for annualization of salary survey.

RECOMMENDATION: Staff recommends approving the Department request.

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, PERSONAL SERVICES

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
SB 19-207 (Long Bill)	\$1,387,203	\$0	\$1,387,203	\$0	\$0	28.0
HB 20-1254 (Supplemental Bill)	(630,786)	506,915	(1,137,701)	0	0	(22.1)
TOTAL	\$756,417	\$506,915	\$249,502	\$0	\$0	5.9
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$756,417	\$506,915	\$249,502	\$0	\$0	5.9
Annualize prior year legislation	633,112	(506,915)	1,140,027	0	0	22.1
Annualize prior year budget action	15,100	0	15,100	0	0	0.0
R8 Collections services refinance and restructure	(1,045,928)	0	(1,045,928)	0	0	(23.7)
TOTAL	\$358,701	\$0	\$358,701	\$0	\$0	4.3
INCREASE/(DECREASE)	(\$397,716)	(\$506,915)	\$109,199	\$0	\$0	(1.6)
Percentage Change	(52.6%)	(100.0%)	43.8%	0.0%	0.0%	(27.1%)
FY 2020-21 EXECUTIVE REQUEST	\$358,701	\$0	\$358,701	\$0	\$0	4.3
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses of Collections Services. The cash funds source is collection fees deposited in the Debt Collection Fund.

STATUTORY AUTHORITY: Section 24-30-202.4, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$220,000 cash funds.

RECOMMENDATION: Staff recommends approving the Department request.

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$552,862	\$0	\$552,862	\$0	\$0	0.0
HB 20-1254 (Supplemental Bill)	(132,862)	420,000	(552,862)	0	0	0.0
TOTAL	\$420,000	\$420,000	\$0	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$420,000	\$420,000	\$0	\$0	\$0	0.0
Annualize prior year legislation	132,862	(420,000)	552,862	0	0	0.0
R8 Collections services refinance and restructure	(332,862)	0	(332,862)	0	0	0.0
TOTAL	\$220,000	\$0	\$220,000	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$200,000)	(\$420,000)	\$220,000	\$0	\$0	0.0
Percentage Change	(47.6%)	(100.0%)	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$220,000	\$0	\$220,000	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

PRIVATE COLLECTION AGENCY FEES

This line item funds fees paid to private collection agencies and private counsel for the collection of debts owed to the State. The cash funds source is collection fees deposited in the Debt Collection Fund.

STATUTORY AUTHORITY: Section 24-30-202.4, C.R.S.

REQUEST: The Department requests an appropriation of \$900,000 cash funds.

RECOMMENDATION: Staff recommends a continuation appropriation of \$900,000 cash funds. The annualization change is to reverse the impact of the supplemental bill to avoid the doubling of appropriations.

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, PRIVATE COLLECTION AGENCY FEES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$900,000	\$0	\$900,000	\$0	\$0	0.0
HB 20-1254 (Supplemental Bill)	\$0	\$183,090	(\$183,090)	\$0	\$0	0.0
TOTAL	\$900,000	\$183,090	\$716,910	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$900,000	\$183,090	\$716,910	\$0	\$0	0.0
Annualize prior year legislation	0	(183,090)	183,090	0	0	0.0
TOTAL	\$900,000	\$0	\$900,000	\$0	\$0	0.0
INCREASE/(DECREASE)	\$0	(\$183,090)	\$183,090	\$0	\$0	0.0
Percentage Change	0.0%	(100.0%)	25.5%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$900,000	\$0	\$900,000	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the program cash funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

STATUTORY AUTHORITY: Section 24-30-202.4, C.R.S.

REQUEST: The Department requests an appropriation of \$188,776 cash funds.

RECOMMENDATION: Staff recommends an appropriation of \$188,776 cash funds, consistent with the statewide indirect cost assessment calculated by the State Controller.

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, INDIRECT COST
ASSESSMENT

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$53,556	\$0	\$53,556	\$0	\$0	0.0
TOTAL	\$53,556	\$0	\$53,556	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$53,556	\$0	\$53,556	\$0	\$0	0.0
Centrally appropriated line items	135,220	0	135,220	0	0	0.0
TOTAL	\$188,776	\$0	\$188,776	\$0	\$0	0.0
INCREASE/(DECREASE)	\$135,220	\$0	\$135,220	\$0	\$0	0.0
Percentage Change	252.5%	0.0%	252.5%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$188,776	\$0	\$188,776	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(B) PROCUREMENT AND CONTRACTS

This subdivision includes subdivisions formerly known as the State Purchasing Office and Supplier Database and e-Procurement. This subdivision manages statewide centralized procurement including promulgating the State's procurement rules, managing the Bids Information and Distribution System (BIDS), providing procurement education, and administering statewide price agreements. BIDS allows registered vendors to identify opportunities to conduct business with the State (Section 24-102-202.5 (2), C.R.S.). The Department uses the database to notify appropriate vendors when the State issues requests for proposals (RFPs) or invites bids for goods or services. Vendors pay annual registration fees to be included in the BIDS database, and these fees are deposited into the Supplier Database Cash Fund. Money is appropriated from the Fund to support the program's activities. The e-procurement program was established for the purpose of a statewide centralized electronic procurement system pursuant to Section 24-102-202.5 (2.5), C.R.S. Cash funding is provided by fees from vendors with cooperative purchasing agreements and from local public procurement units participating in the e-procurement system. House Bill 13-1184 consolidated the Electronic Procurement Program Account with the Supplier Database Cash Fund at the end of FY 2012-13.

PERSONAL SERVICES

This line item funds the 17.7 FTE in Procurement and Contracts. This subdivision is primarily cash funded from revenues from the Procurement Card Program, indirect cost assessments from institutions of higher education pursuant to Section 24-102-207 (3), C.R.S., and reimbursements from the Western States Contracting Alliances (WSCA).

STATUTORY AUTHORITY: Sections 24-102-201, 24-102-202, 24-102-205, 24-102-207, and 24-102-301, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$2,378,546 total funds including \$650,000 General Fund and \$1,728,546 cash funds and 17.8 FTE.

RECOMMENDATION: Staff recommends approving the Department request.

DIVISION OF ACCOUNTS AND CONTROL, PROCUREMENT AND CONTRACTS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$1,646,992	\$86,164	\$1,560,828	\$0	\$0	17.7
HB 20-1254 (Supplemental Bill)	\$674,460	\$674,460	\$0	\$0	\$0	0.1
TOTAL	\$2,321,452	\$760,624	\$1,560,828	\$0	\$0	17.8
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$2,321,452	\$760,624	\$1,560,828	\$0	\$0	17.8
R6 Technical correction SB 19-135 appropriation	650,000	650,000	0	0	0	0.0
Annualize prior year budget action	48,671	48,671	0	0	0	0.0
R8 Collections services refinance and restructure	24,611	0	24,611	0	0	0.1
Technical adjustments	0	(143,107)	143,107	0	0	0.0
Annualize prior year legislation	(666,188)	(666,188)	0	0	0	(0.1)
TOTAL	\$2,378,546	\$650,000	\$1,728,546	\$0	\$0	17.8
INCREASE/(DECREASE)	\$57,094	(\$110,624)	\$167,718	\$0	\$0	0.0
Percentage Change	2.5%	(14.5%)	10.7%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$2,378,546	\$650,000	\$1,728,546	\$0	\$0	17.8
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses Procurement and Contracts. This subdivision is entirely cash funded from revenues from the Procurement Card Program, indirect cost assessments from institutions of higher education pursuant to Section 24-102-207 (3), C.R.S., and reimbursements from the Western States Contracting Alliances (WSCA).

STATUTORY AUTHORITY: Sections 24-102-201, 24-102-202, 24-102-205, 24-102-207, and 24-102-301, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$36,969 cash funds.

RECOMMENDATION: Staff recommends approving the Department request.

DIVISION OF ACCOUNTS AND CONTROL, PROCUREMENT AND CONTRACTS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
Other legislation	\$650,000	\$650,000	\$0	\$0	\$0	0.0
SB 19-207 (Long Bill)	\$36,969	\$0	\$36,969	\$0	\$0	0.0
HB 20-1254 (Supplemental Bill)	(650,000)	(650,000)	0	0	0	0.0
TOTAL	\$36,969	\$0	\$36,969	\$0	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$36,969	\$0	\$36,969	\$0	\$0	0.0
Annualize prior year legislation	650,000	650,000	0	0	0	0.0

DIVISION OF ACCOUNTS AND CONTROL, PROCUREMENT AND CONTRACTS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Technical adjustments	0	36,969	(36,969)	0	0	0.0
R6 Technical correction SB 19-135 appropriation	(650,000)	(650,000)	0	0	0	0.0
TOTAL	\$36,969	\$36,969	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$0	\$36,969	(\$36,969)	\$0	\$0	0.0
Percentage Change	0.0%	0.0%	(100.0%)	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$36,969	\$36,969	\$0	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(C) CORE OPERATIONS

This subdivision is responsible for the Colorado Operations Resource Engine or CORE, the state's accounting system and its integrated information technology system modules. CORE Operations is predominantly funded by reappropriated funds from fees paid by state agency users. State agency fee revenue is deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a), C.R.S. CORE Operations is also funded from cash funds from the Supplier Database Cash Fund created in Section 24-102-202.5 (2)(a), C.R.S., for supplier database and e-procurement modules.

PERSONAL SERVICES

This line item funds the 21.3 FTE in CORE Operations. This line item is predominantly funded by reappropriated funds from user fees from state agencies deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a), C.R.S. Cash funds are provided from the Supplier Database Cash Fund created in Section 24-102-202.5 (2)(a), C.R.S., for supplier database and e-procurement modules.

STATUTORY AUTHORITY: Sections 24-30-201, 24-30-29, and 24-102-202.5, C.R.S.

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$1,901,939	\$0	\$0	\$1,901,939	\$0	21.3
HB 20-1254 (Supplemental Bill)	\$24,773	\$0	\$0	\$24,773	\$0	0.0
TOTAL	\$1,926,712	\$0	\$0	\$1,926,712	\$0	21.3
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$1,926,712	\$0	\$0	\$1,926,712	\$0	21.3
Annualize prior year budget action	53,337	0	0	53,337	0	0.0
R8 Collections services refinance and restructure	28,700	0	0	28,700	0	0.0
Annualize prior year legislation	(15,626)	0	0	(15,626)	0	0.0
TOTAL	\$1,993,123	\$0	\$0	\$1,993,123	\$0	21.3
INCREASE/(DECREASE)	\$66,411	\$0	\$0	\$66,411	\$0	0.0
Percentage Change	3.4%	0.0%	0.0%	3.4%	0.0%	0.0%

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2020-21 EXECUTIVE REQUEST	\$1,993,123	\$0	\$0	\$1,993,123	\$0	21.3
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

REQUEST: The Department requests an appropriation of \$1,901,939 reappropriated funds and 21.3 FTE. The request includes an increase of \$53,337 for the annualization of salary survey, an increase of \$28,700 reappropriated funds for R8 Collections services refinance and restructure.

RECOMMENDATION: Staff recommends approving the Department request.

OPERATING EXPENSES

This line item funds the operating expenses of the Personnel Board. This line item is predominantly funded by reappropriated funds from user fees from state agencies deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a), C.R.S. Cash funds are provided from the Supplier Database Cash Fund created in Section 24-102-202.5 (2)(a), C.R.S., for supplier database and e-procurement modules.

STATUTORY AUTHORITY: Sections 24-30-201, 24-30-29, and 24-102-202.5, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$59,590 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating a base of \$59,590 reappropriated funds.

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$59,590	\$0	\$0	\$59,590	\$0	0.0
TOTAL	\$59,590	\$0	\$0	\$59,590	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$59,590	\$0	\$0	\$59,590	\$0	0.0
TOTAL	\$59,590	\$0	\$0	\$59,590	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$59,590	\$0	\$0	\$59,590	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

PAYMENTS FOR CORE AND SUPPORT MODULES

This line item pays for CORE system and modules annual licensing and operating costs. This line item is predominantly funded by reappropriated funds from user fees from state agencies deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a),

C.R.S. Cash funds are provided from the Supplier Database Cash Fund created in Section 24-102-202.5 (2)(a), C.R.S., for supplier database and e-procurement modules.

STATUTORY AUTHORITY: Sections 24-30-201, 24-30-29, and 24-102-202.5, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$6,671,656 total funds including \$2,948,595 cash funds and \$3,723,061 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$6,671,656 total funds including \$2,948,595 cash funds and \$3,723,061 reappropriated funds.

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, PAYMENTS FOR CORE AND SUPPORT MODULES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$6,592,280	\$0	\$3,712,371	\$2,879,909	\$0	0.0
TOTAL	\$6,592,280	\$0	\$3,712,371	\$2,879,909	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$6,592,280	\$0	\$3,712,371	\$2,879,909	\$0	0.0
R3 Core information security audit finding	79,376	0	0	79,376	0	0.0
CORE program adjustment	0	0	(763,776)	763,776	0	0.0
TOTAL	\$6,671,656	\$0	\$2,948,595	\$3,723,061	\$0	0.0
INCREASE/(DECREASE)	\$79,376	\$0	(\$763,776)	\$843,152	\$0	0.0
Percentage Change	1.2%	0.0%	(20.6%)	29.3%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

CORE LEASE PURCHASE PAYMENTS

This line item pays for the lease purchase payments on the initial COFRS Modernization information system development. This item was formerly paid in the capital construction section of the budget and was added to the CORE Operations operating budget in a FY 2015-16 supplemental appropriation in 2016. This line item is predominantly funded by reappropriated funds from user fees from state agencies deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a), C.R.S. Cash funds are provided from the Supplier Database Cash Fund created in Section 24-102-202.5 (2)(a), C.R.S., for supplier database and e-procurement modules.

STATUTORY AUTHORITY: Sections 24-30-201, 24-30-29, and 24-102-202.5, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$3,844,996 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$3,844,996 reappropriated funds.

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, CORE LEASE PURCHASE PAYMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$3,844,996	\$0	\$0	\$3,844,996	\$0	0.0
TOTAL	\$3,844,996	\$0	\$0	\$3,844,996	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$3,844,996	\$0	\$0	\$3,844,996	\$0	0.0
TOTAL	\$3,844,996	\$0	\$0	\$3,844,996	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$3,844,996	\$0	\$0	\$3,844,996	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the program reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

STATUTORY AUTHORITY: Section 24-30-202.4, C.R.S.

REQUEST: The Department requests an appropriation of \$298,341 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$298,341 reappropriated funds, consistent with the statewide indirect cost assessment calculated by the State Controller.

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$165,405	\$0	\$0	\$165,405	\$0	0.0
TOTAL	\$165,405	\$0	\$0	\$165,405	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$165,405	\$0	\$0	\$165,405	\$0	0.0
Indirect cost assessment adjustment	132,936	0	0	132,936	0	0.0
TOTAL	\$298,341	\$0	\$0	\$298,341	\$0	0.0
INCREASE/(DECREASE)	\$132,936	\$0	\$0	\$132,936	\$0	0.0
Percentage Change	80.4%	0.0%	0.0%	80.4%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$298,341	\$0	\$0	\$298,341	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(6) ADMINISTRATIVE COURTS

The Office of Administrative Courts (Office) is a Type 2 agency and provides an independent administrative law adjudication system for State agencies to resolve cases that concern worker's compensation, public benefits (food stamps, Colorado Works/TANF, Medicaid, etc.), professional licensing board (work involving license denial, revocation, suspension or other discipline), teacher dismissal cases, and when a citizen has filed a complaint under the Fair Campaign Practices Act. The Office operates primarily at three locations, including the main office in Denver, the Western Regional Office in Grand Junction, and the Southern Regional office in Colorado Springs. Hearings at other regional locations around the state allows proceedings involving public employees and licensed professionals to occur closer to their places of employment and homes. The OAC is cash funded through fees from state agency users and non-state entities. The cash funds source is fees from non-state agencies, and the source of reappropriated funds is fees from state agencies that are deposited into the Administrative Courts Cash Fund, created in Section 24-30-1001 (3), C.R.S.

ADMINISTRATIVE COURTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 Appropriation						
SB 19-207 (Long Bill)	\$4,389,117	\$0	\$109,633	\$4,279,484	\$0	44.7
TOTAL	\$4,389,117	\$0	\$109,633	\$4,279,484	\$0	44.7
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$4,389,117	\$0	\$109,633	\$4,279,484	\$0	44.7
Annualize prior year budget action	108,641	0	4,749	103,892	0	0.0
Centrally appropriated line items	63,584	0	0	63,584	0	0.0
Annualize prior year legislation	18,373	0	0	18,373	0	0.0
Administrative Courts adjustment	0	0	0	0	0	0.0
TOTAL	\$4,579,715	\$0	\$114,382	\$4,465,333	\$0	44.7
INCREASE/(DECREASE)	\$190,598	\$0	\$4,749	\$185,849	\$0	0.0
Percentage Change	4.3%	n/a	4.3%	4.3%	n/a	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$4,579,715	\$0	\$114,382	\$4,465,333	\$0	44.7
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

DECISION ITEMS - ADMINISTRATIVE COURTS (NONE)

The Executive Branch did not submit any decision items for this division.

LINE ITEM DETAIL - ADMINISTRATIVE COURTS

PERSONAL SERVICES

This line item funds the 44.7 FTE in Administrative Courts. This line item is predominantly funded by reappropriated funds from user fees from state agencies paid annually in common policy allocations. Cash funds are from user fees from non-state agencies. Revenue is deposited in the Administrative Courts Cash Fund created in Section 24-30-1001 (3), C.R.S.

STATUTORY AUTHORITY: Part 10 of Article 30 of Title 24, C.R.S.

REQUEST: The Department requests an appropriation of \$4,137,018 reappropriated funds and 44.7 FTE for FY 2020-21. The request includes an increase of: \$4,749 cash funds and \$103,892 reappropriated funds for annualization of salary survey, \$18,373 reappropriated funds for annualization of S.B. 18-200 (PERA), and a technical refinance of \$4,749 cash funds with reappropriated funds based on the estimated fee revenue coming from state and non-state entities.

RECOMMENDATION: Staff recommends approving the Department request, summarized below.

ADMINISTRATIVE COURTS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$4,010,004	\$0	\$0	\$4,010,004	\$0	44.7
TOTAL	\$4,010,004	\$0	\$0	\$4,010,004	\$0	44.7
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$4,010,004	\$0	\$0	\$4,010,004	\$0	44.7
Prior year salary survey	108,641	0	4,749	103,892	0	0.0
S.B. 18-200 (PERA)	18,373	0	0	18,373	0	0.0
Administrative Courts adjustment	0	0	(4,749)	4,749	0	0.0
TOTAL	\$4,137,018	\$0	\$0	\$4,137,018	\$0	44.7
INCREASE/(DECREASE)	\$127,014	\$0	\$0	\$127,014	\$0	0.0
Percentage Change	3.2%	n/a	n/a	3.2%	n/a	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$4,137,018	\$0	\$0	\$4,137,018	\$0	44.7
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses of the Administrative Courts. This line item is predominantly funded by reappropriated funds from user fees from state agencies paid annually in common policy allocations. Revenue is deposited in the Administrative Courts Cash Fund created in Section 24-30-1001 (3), C.R.S.

STATUTORY AUTHORITY: Part 10 of Article 30 of Title 24, C.R.S.

REQUEST: The Department requests \$172,233 total funds including \$114,382 cash funds and \$57,851 reappropriated funds.

RECOMMENDATION: Staff recommends approving the Department request, which is summarized in the following table.

ADMINISTRATIVE COURTS, OPERATING EXPENSES

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$172,233	\$0	\$109,633	\$62,600	\$0	0.0
TOTAL	\$172,233	\$0	\$109,633	\$62,600	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$172,233	\$0	\$109,633	\$62,600	\$0	0.0
Administrative Courts adjustment	0	0	4,749	(4,749)	0	0.0
TOTAL	\$172,233	\$0	\$114,382	\$57,851	\$0	0.0
INCREASE/(DECREASE)	\$0	\$0	\$4,749	(\$4,749)	\$0	0.0
Percentage Change	0.0%	0.0%	4.3%	(7.6%)	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$172,233	\$0	\$114,382	\$57,851	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the program's reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

STATUTORY AUTHORITY: Part 10 of Article 30 of Title 24, C.R.S.

REQUEST: The Department requests an appropriation of \$270,464 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$270,464 reappropriated funds, consistent with the statewide indirect cost assessment calculated by the State Controller.

ADMINISTRATIVE COURTS, INDIRECT COST ASSESSMENT

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$206,880	\$0	\$0	\$206,880	\$0	0.0
TOTAL	\$206,880	\$0	\$0	\$206,880	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$206,880	\$0	\$0	\$206,880	\$0	0.0
Indirect cost assessment adjustment	63,584	0	0	63,584	0	0.0
TOTAL	\$270,464	\$0	\$0	\$270,464	\$0	0.0
INCREASE/(DECREASE)	\$63,584	\$0	\$0	\$63,584	\$0	0.0
Percentage Change	30.7%	n/a	n/a	30.7%	n/a	n/a
FY 2020-21 EXECUTIVE REQUEST	\$270,464	\$0	\$0	\$270,464	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(7) DIVISION OF CAPITAL ASSETS

The Division of Capital Assets is a newly requested Division. The Division is responsible for providing statewide support services such as fleet management and facilities maintenance. Reappropriated Funds and Cash Funds originate in user-agencies and represent lease payments for office space in the Capitol Complex or the management fee and lease payments for vehicles in the statewide fleet management program.

DIVISION OF CAPITAL ASSETS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 Appropriation						
SB 19-207 (Long Bill)	\$57,160,485	\$0	\$339,407	\$56,821,078	\$0	74.1
HB 20-1254 (Supplemental Bill)	597,810	0	0	597,810	0	0.0
Other legislation	73,140	0	0	73,140	0	0.0
TOTAL	\$57,831,435	\$0	\$339,407	\$57,492,028	\$0	74.1
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$57,831,435	\$0	\$339,407	\$57,492,028	\$0	74.1
R2 Telematics for state fleet vehicles	389,374	0	0	389,374	0	1.0
Centrally appropriated line items	357,952	0	0	357,952	0	0.0
Annualize prior year budget action	130,167	0	0	130,167	0	0.0
Annualize prior year legislation	(557,633)	0	0	(557,633)	0	0.0
Nonprioritized request items	133,602	0	0	133,602	0	0.0
R5 Annual fleet vehicle request	1,163,580	0	0	1,163,580	0	0.0
Capitol complex program adjustment	377,785	0	32,188	345,597	0	0.0
TOTAL	\$59,826,262	\$0	\$371,595	\$59,454,667	\$0	75.1
INCREASE/(DECREASE)	\$1,994,827	\$0	\$32,188	\$1,962,639	\$0	1.0
Percentage Change	3.4%	n/a	9.5%	3.4%	n/a	1.3%
FY 2020-21 EXECUTIVE REQUEST	\$60,078,837	\$0	\$371,595	\$59,707,242	\$0	75.1
Request Above/(Below) Recommendation	\$252,575	\$0	\$0	\$252,575	\$0	0.0

DECISION ITEMS – DIVISION OF CAPITAL ASSETS

→ R5 ANNUAL FLEET VEHICLE REQUEST

REQUEST: The Department requests an increase of \$1,416,155 reappropriated funds for the Vehicle Replacement Lease/Purchase line item in Fleet Management. The Department request includes a total of 740 vehicles, consisting of 193 hybrid vehicles, 129 electric vehicles, 3 compressed natural gas (CNG) capable vehicles, and 415 standard vehicles. Approving the Department request requires an increase of \$143,012 various sources of funds allocated to user agencies.

RECOMMENDATION: Staff recommendation is to approve replacement of all vehicles on the Department's replacement list projected to have mileage that exceeds 125,000 by June 2020, which total 607. The recommendation includes 190 hybrid vehicles, 127 electric vehicles, 3 CNG capable vehicles, and 287 standard vehicles. Replacing the vehicles at 125,000 is the midpoint between prior year requests to replace vehicles with over 100,000 and prior years staff recommendations to replace vehicles with over 150,000 miles. In addition to the staff recommendation for the above

vehicles, staff also recommends the Committee approve replacement of 4 State Patrol motorcycles with miles that exceed 40,000 and one 26-year old dump truck. The staff recommendation utilizes the prioritization list created by the State Fleet program staff, so vehicles that are determined to be better candidates for replacement are replaced.

HOW THE FLEET PROGRAM IDENTIFIES REQUESTED REPLACEMENTS

The Department's annual process to determine the number of vehicle replacements to include in its November 1 budget request begins by applying some general criteria to data tracked and maintained in the Fleet Program's information system. The Department adds any vehicle that meets at least one of the following criteria to the list of potential vehicle replacements during the initial screen.

- Projected high mileage by June 2020.
- Colorado State Patrol (CSP) vehicles – 80,000 miles.
- CSP Motorcycles – 40,000 miles.
- Other law enforcement vehicles – 100,000 miles.
- Standard vehicles – 100,000 miles. This is equal to 10,000 miles per year over 10 years.
- Over 19 years old (4 years for CSP).
- High maintenance cost that is 100 percent greater than average for the vehicle type.

For FY 2020-21, the Department's initial screen identified 2,021 potential vehicles for replacement. Vehicles that make it past the initial screen are reviewed and certain manual adjustments are made to retain vehicles if they fall into one of several categories:

- The agency to which a vehicle is assigned has expressed a desire to retain the vehicle or that a vehicle that may meet one of the above criteria is in good condition compared to others with similar use. **Agency input** is also utilized to keep vehicles from the initial screen on the list and on the rare occasion add them to it if they are in exceptionally poor condition, create an unacceptable safety risk, or is no longer meeting the functional requirements of the agency.
- The Department also considers **recent repairs and maintenance** performed on each vehicle on the initial screen list. For vehicles that have had repairs performed that exceeded \$5,000 within the last 12 months, it is assumed that ongoing maintenance costs will be reduced in the short-term.
- **Vehicles in low cost, short distance work functions** such as facilities maintenance, which are most often assigned to campus-type facilities, receive reduced priority for replacement. When vehicles in these roles are identified, it is often more cost effective to replace these vehicles with one that has been returned to the Department's motor pool, but has not been sold, which may no longer be suitable for high usage functions.
- **Very high mileage vehicles** receive a higher priority for replacement due to anticipated breakdowns of major components. Under the current analysis performed by the Department, the threshold for very high mileage vehicles is 160,000 miles. Vehicles in this category have decreased reliability and increased safety concerns. The Department notes that in a less restrictive funding environment, it would reduce this threshold.

Finally, the Department prioritizes the remaining vehicles by comparing vehicles to the average maintenance costs for vehicles of similar age and type. Those that have a considerably higher than average cost will rank higher than those with lower than average costs. State Patrol vehicles are not prioritized due to their unique replacement schedule.

For the FY 2020-21 request, the Fleet Program identified all vehicles that could be replaced with a known alternative fuel vehicle (AFV) to maximize the number of AFVs in the fleet. For model year 2020, hybrid technologies have become much more broadly available and can provide significant fuel savings across the spectrum of the vehicle platforms. Heightened focus on electric vehicle powertrains are envisioned for model year 2020 and beyond. For all other AFV selections the location of the vehicle was not used to disqualify it from AFV assignment to give the agencies more flexibility in where they are assigned. Location is important when assigning the new AFV vehicles, but it was not used to eliminate any vehicles off the suspect list. If an AFV has a lifecycle cost that is within 10 percent of the cost of a similar combustion engine vehicle, the Department includes it as a potential AFV application.

CHANGES TO JBC STAFF RECOMMENDATION FOR FY 2020-21

Since FY 2015-16, JBC staff recommended and the Committee approved replacement criteria which varied from the Department's criteria and required a vehicle meet one of three standards:

- Projected high mileage by June 2021.
- Colorado State Patrol (CSP) vehicles – 100,000 miles.
- CSP Motorcycles – 40,000 miles.
- Other law enforcement vehicles – 125,000 miles.
- Standard vehicles – 150,000 miles. This is equal to 15,000 miles per year over 10 years.
- Over 15 years old.
- High maintenance cost that is 100 percent greater than average for the vehicle type.

During recent budget cycles, JBC staff applied the above criteria directly to the Department's final list of vehicles for replacement, which resulted in fewer vehicles being approved for replacement than requested. The process may have unintentionally caused the weight of the Department's prioritization to diminish. The JBC staff recommendation for FY 2020-21 places more importance on the Fleet program's prioritization, which should improve the overall bottom line for state fleet over the life of the new vehicles.

For FY 2020-21, **staff is recommending vehicles be replaced if they exceed 125,000 total miles and have been included on the Department's final replacement list. With this criterion in place, the recommendation is to replace 607 vehicles, which includes 190 hybrid vehicles, 127 electric vehicles, 3 CNG capable vehicles, and 287 standard vehicles.** In addition to the staff recommendation for the above vehicles, staff also recommends the Committee approve replacement of 4 State Patrol motorcycles with miles that exceed 40,000 and one 26-year old dump truck that were requested. These 5 vehicles are outliers that likely would not get replaced utilizing standard methodologies due to their distinctive characteristics from other fleet vehicles.

The JBC staff recommendation results in an increase of \$1,163,580 reappropriated funds for the Department's Vehicles Replacement Lease or Purchase line item, and a decrease of \$352,824 total funds allocated to all state agencies in the fleet program.

As indicated above **JBC staff is also recommending the Committee approve the purchase of electric, hybrid, and CNG-capable vehicles**, which are replacing vehicles with over 125,000 miles. Statute requires that when the intended use of the vehicle is compatible with alternative fuel vehicles, the fleet program should purchase such unless the lifecycle cost exceed that of a combustion engine vehicle. Each of the alternative fuel vehicle types requested and recommended for FY 2020-21 have

life cycle costs that are exceeded by the cost of conventional fuel vehicles. For CNG and hybrid vehicles, the difference in fuel costs account for the largest savings when selecting these vehicles. For electric vehicles, it is both the fuel costs and maintenance costs that are much lower than for conventional combustion engine vehicles.

Another concern when approving fully electric vehicles is the underdeveloped network of charging stations in Colorado. While the Committee has not taken action on approving projects that have requested funding through the capital budget, both the Governor’s Office and the Capitol Development Committee have recommended the two Department of Personnel projects to install electric vehicle charging stations be funded. The JBC staff recommendation may change if, ultimately, these EV charging stations are not approved for capital funding. If that result occurs, JBC staff will bring a comeback if the change does impact the staff recommendation.

The follow table summarizes the staff recommendation for changes to allocations of the fleet management program to user-agencies.

FY 2020-21 ANNUAL FLEET REQUEST							
DEPARTMENT	FY 2019-20 APPROPRIATION	RECOMMENDED FY 2020-21 APPROPRIATION	TOTAL CHANGE	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS
Agriculture	\$301,300	\$292,563	(\$8,737)	(\$3,434)	(\$5,178)	\$0	(\$125)
Corrections	3,478,263	3,339,906	(138,357)	(112,790)	(25,568)	0	0
Education	23,667	26,196	2,529	2,138	0	391	0
Governor's Office	101,534	136,945	35,411	5,259	0	30,152	0
Health Care Policy and Financing	0	0	0	0	0	0	0
Higher Education	0	0	0	0	0	0	0
Human Services	1,172,030	1,045,216	(126,814)	(70,829)	0	(55,985)	0
Judicial Branch	243,161	228,410	(14,751)	(14,751)	0	0	0
Labor and Employment	198,169	198,733	564	56	236	6	267
Law	66,876	61,432	(5,444)	(2,329)	(1,649)	(1,421)	(44)
Legislative Branch	0	0	0	0	0	0	0
Local Affairs	102,033	93,280	(8,753)	(7,864)	0	(889)	0
Military and Veterans Affairs	94,479	63,322	(31,157)	(13,274)	0	0	(17,883)
Natural Resources	4,238,560	4,415,296	176,736	12,279	160,352	1,811	2,294
Personnel	256,499	262,054	5,555	0	54	5,501	0
Public Health and Environment	446,938	366,588	(80,350)	0	(57,049)	(16,070)	(7,231)
Public Safety	8,842,604	8,718,112	(124,492)	(13,225)	(103,937)	(3,958)	(3,372)
Regulatory Agencies	261,291	233,807	(27,484)	0	(27,484)	0	0
Revenue	655,143	645,798	(9,345)	(2,302)	(7,043)	0	0
State	6,175	8,239	2,064	0	2,064	0	0
Transportation	0	0	0	0	0	0	0
Treasury	0	0	0	0	0	0	0
Total Appropriated	\$20,488,722	\$20,135,898	(\$352,824)	(\$221,066)	(\$65,202)	(\$40,462)	(\$26,095)

LINE ITEM DETAIL – DIVISION OF CAPITAL ASSETS

(A) ADMINISTRATION

The administration section provides management, human resources, accounting, and marketing services for Division programs. Administration is funded by reappropriated funds from user fees from state agencies deposited in the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S., and the Motor Fleet Management Fund created in Section 24-30-1115 (1), C.R.S.

PERSONAL SERVICES

This line item funds the 3.9 FTE in Division of Capital Assets. Division of Capital Assets is funded from reappropriated funds from the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S., and the Motor Fleet Management Fund created in Section 24-30-1115 (1), C.R.S.

STATUTORY AUTHORITY: Section 24-30-1104, C.R.S.

REQUEST: The Department requests a base appropriation of \$346,778 reappropriated funds and 3.9 FTE, including \$9,872 reappropriated funds for annualization of the prior year salary survey and \$1,474 reappropriated funds for annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends appropriating \$346,778 reappropriated funds and reflecting 3.9 FTE.

DIVISION OF CAPITAL ASSETS, ADMINISTRATION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$335,432	\$0	\$0	\$335,432	\$0	3.9
TOTAL	\$335,432	\$0	\$0	\$335,432	\$0	3.9
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$335,432	\$0	\$0	\$335,432	\$0	3.9
Annualize prior year budget action	9,872	0	0	9,872	0	0.0
Annualize prior year legislation	1,474	0	0	1,474	0	0.0
TOTAL	\$346,778	\$0	\$0	\$346,778	\$0	3.9
INCREASE/(DECREASE)	\$11,346	\$0	\$0	\$11,346	\$0	0.0
Percentage Change	3.4%	0.0%	0.0%	3.4%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$346,778	\$0	\$0	\$346,778	\$0	3.9
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses of Division of Capital Assets Administration.

STATUTORY AUTHORITY: Section 24-30-1104, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$18,310 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$18,310 reappropriated funds.

DIVISION OF CAPITAL ASSETS, ADMINISTRATION, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$18,310	\$0	\$0	\$18,310	\$0	0.0
TOTAL	\$18,310	\$0	\$0	\$18,310	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$18,310	\$0	\$0	\$18,310	\$0	0.0
TOTAL	\$18,310	\$0	\$0	\$18,310	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to reappropriated funds sources as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

STATUTORY AUTHORITY: Section 24-30-1104, C.R.S.

REQUEST: The Department requests an appropriation of \$11,744 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$11,744 reappropriated funds, consistent with the statewide indirect cost assessment calculated by the State Controller.

DIVISION OF CAPITAL ASSETS, ADMINISTRATION, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$6,974	\$0	\$0	\$6,974	\$0	0.0
TOTAL	\$6,974	\$0	\$0	\$6,974	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$6,974	\$0	\$0	\$6,974	\$0	0.0
Indirect cost assessment adjustment	4,770	0	0	4,770	0	0.0
TOTAL	\$11,744	\$0	\$0	\$11,744	\$0	0.0
INCREASE/(DECREASE)	\$4,770	\$0	\$0	\$4,770	\$0	0.0
Percentage Change	68.4%	0.0%	0.0%	68.4%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(B) FACILITIES MAINTENANCE – CAPITOL COMPLEX

The Department of Personnel operates a facilities maintenance program for Denver-region, Grand Junction, and Camp George West properties totaling nearly 1.3 million square feet. Pursuant to Section 24-82-101, C.R.S., the Department is responsible for the maintenance of the buildings' plumbing, electrical, elevator, and HVAC systems, as well as custodial and grounds maintenance. (1) *Denver*: The Department maintains ten addresses in the Capitol Hill Campus (754,454 sq. ft.), one address in the North Campus (89,031 sq. ft.), one building in Lakewood (89,031 sq. ft.). Each of these campuses, though funded by the Capitol Complex program, have distinct rental rates that mirror the locations and uses of the various properties. (2) *Grand Junction*: The Department maintains a building with 35,145 square feet, which is staffed by 1.0 FTE who is responsible for building maintenance. Other functions, including additional building maintenance, custodial services, and grounds maintenance are contracted to private vendors. (3) *Camp George West*: This building contains 305,077 square feet for seven different departments. Facilities Maintenance is predominantly funded by reappropriated funds consisting of user fees from state agencies deposited in the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S. Cash funds revenue reflects rebate payments from utility companies.

PERSONAL SERVICES

This line item funds the 54.2 FTE in Facilities Maintenance. Facilities Maintenance personal services is funded by reappropriated funds from the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S.

STATUTORY AUTHORITY: Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

REQUEST: The Department requests an appropriation of \$3,474,459 reappropriated funds and 54.2 FTE, which includes \$92,509 for annualization of salary survey and \$14,703 for annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends appropriating \$3,474,459 reappropriated funds and reflecting 54.2 FTE.

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$3,367,247	\$0	\$0	\$3,367,247	\$0	54.2
TOTAL	\$3,367,247	\$0	\$0	\$3,367,247	\$0	54.2
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$3,367,247	\$0	\$0	\$3,367,247	\$0	54.2
Annualize prior year budget action	92,509	0	0	92,509	0	0.0
Annualize prior year legislation	14,703	0	0	14,703	0	0.0
TOTAL	\$3,474,459	\$0	\$0	\$3,474,459	\$0	54.2
INCREASE/(DECREASE)	\$107,212	\$0	\$0	\$107,212	\$0	0.0
Percentage Change	3.2%	0.0%	0.0%	3.2%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$3,474,459	\$0	\$0	\$3,474,459	\$0	54.2

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item includes administrative operating expenses as well as custodial and annual maintenance and repair expenses.

STATUTORY AUTHORITY: Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

REQUEST: The Department requests an appropriation of \$2,705,456 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$2,705,456 reappropriated funds.

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$2,705,456	\$0	\$0	\$2,705,456	\$0	0.0
TOTAL	\$2,705,456	\$0	\$0	\$2,705,456	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$2,705,456	\$0	\$0	\$2,705,456	\$0	0.0
TOTAL	\$2,705,456	\$0	\$0	\$2,705,456	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$2,705,456	\$0	\$0	\$2,705,456	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

CAPITOL COMPLEX REPAIRS

This line item was added in FY 1999-2000 to fund routine HVAC repairs in the capitol complex.

STATUTORY AUTHORITY: Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$56,520 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$56,520 reappropriated funds.

The Department generally fully expends this appropriation each year for ongoing HVAC repairs. At this time, staff recommends no adjustment to the requested appropriation.

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, CAPITOL COMPLEX						
REPAIRS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$56,520	\$0	\$0	\$56,520	\$0	0.0
TOTAL	\$56,520	\$0	\$0	\$56,520	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$56,520	\$0	\$0	\$56,520	\$0	0.0
TOTAL	\$56,520	\$0	\$0	\$56,520	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$56,520	\$0	\$0	\$56,520	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

CAPITOL COMPLEX SECURITY

This line funds a portion of the contract security for the Denver campus. The cost is incorporated into the rates that are billed to the tenants in these buildings. The funds are then transferred to the Department of Public Safety, which administers the security contracts. This line is set by the Department of Public Safety.

STATUTORY AUTHORITY: Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

REQUEST: The Department requests an appropriation of \$504,707 reappropriated funds in FY 2020-21.

RECOMMENDATION: Staff recommends the Committee approve this request. If the Committee makes any changes to the State Patrol appropriations that affect this line item, staff requests permission to reflect those changes as well.

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, CAPITOL COMPLEX						
SECURITY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$476,928	\$0	\$0	\$476,928	\$0	0.0
TOTAL	\$476,928	\$0	\$0	\$476,928	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$476,928	\$0	\$0	\$476,928	\$0	0.0
Nonprioritized request items	27,779	0	0	27,779	0	0.0
TOTAL	\$504,707	\$0	\$0	\$504,707	\$0	0.0
INCREASE/(DECREASE)	\$27,779	\$0	\$0	\$27,779	\$0	0.0
Percentage Change	5.8%	0.0%	0.0%	5.8%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$504,707	\$0	\$0	\$504,707	\$0	0.0

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, CAPITOL COMPLEX SECURITY

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

UTILITIES

This line funds the utilities for the Capitol Complex campuses.

STATUTORY AUTHORITY: Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

REQUEST: The Department requests an appropriation of \$5,292,490 total funds including \$371,595 cash funds and \$4,920,895 reappropriated funds. The request includes a base adjustment increase of \$377,785 total funds including \$32,188 cash funds and \$345,597 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$5,292,490 total funds including \$371,595 cash funds and \$4,920,895 reappropriated funds.

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, UTILITIES

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$4,914,705	\$0	\$339,407	\$4,575,298	\$0	0.0
TOTAL	\$4,914,705	\$0	\$339,407	\$4,575,298	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$4,914,705	\$0	\$339,407	\$4,575,298	\$0	0.0
Capitol complex program adjustment	377,785	0	32,188	345,597	0	0.0
TOTAL	\$5,292,490	\$0	\$371,595	\$4,920,895	\$0	0.0
INCREASE/(DECREASE)	\$377,785	\$0	\$32,188	\$345,597	\$0	0.0
Percentage Change	7.7%	0.0%	9.5%	7.6%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the program reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration. The indirect cost assessment for Facilities Maintenance – Capitol Complex is particularly variable due to expenditures on controlled maintenance projects in a given year.

STATUTORY AUTHORITY: Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

REQUEST: The Department requests an appropriation of \$1,177,859 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$1,177,859 reappropriated funds, consistent with the statewide indirect cost assessment calculated by the State Controller.

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$884,389	\$0	\$0	\$884,389	\$0	0.0
TOTAL	\$884,389	\$0	\$0	\$884,389	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$884,389	\$0	\$0	\$884,389	\$0	0.0
Centrally appropriated line items	293,470	0	0	293,470	0	0.0
TOTAL	\$1,177,859	\$0	\$0	\$1,177,859	\$0	0.0
INCREASE/(DECREASE)	\$293,470	\$0	\$0	\$293,470	\$0	0.0
Percentage Change	33.2%	0.0%	0.0%	33.2%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$1,177,859	\$0	\$0	\$1,177,859	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(C) FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES

State Fleet Management provides oversight for vehicles in the state fleet program, including vehicle purchasing, management of maintenance, repairs, and preventative services, collision management, vehicle reassignment, fleet monitoring and reporting, and the auction and salvage of older vehicles, as well as operation of the State motor pool.

Fleet vehicles incur variable and fixed expenses. **Variable costs** include insurance, fuel, maintenance, and repairs and are billed at a rate per mile based on department and vehicle type and are paid from state agency operating expenses or program line items. Variable cost revenue collected by Fleet Management pays for fuel and automotive supplies and any variable vehicle costs within operating expenses.

Fixed costs are the vehicle lease payments plus Fleet Management's per vehicle management fee. Fixed costs are paid in state agency Vehicle Lease Payments line items. The vehicle replacement lease/purchase line item is a pass-through payment from state agencies for actual vehicle lease payments. The per vehicle management fee pays for personal services and benefits, the program's share of Department operating common policies, the administrative portion of operating expenses, and the program's indirect cost assessment. Lease periods generally vary between 72 and 120 months, except for the State Patrol vehicle lease period of 48 months. For FY 2020-21, state agencies will be assessed a vehicle management fee of \$20 for each vehicle, per month, to fund Fleet Management Program's overhead costs.

FLEET MANAGEMENT PROGRAM - VEHICLE MANAGEMENT FEE									
	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21
Vehicle Management Fee	\$30	\$22	\$22	\$22	\$25	\$20	\$20	\$20	\$20

PERSONAL SERVICES

This line item funds the 17.0 FTE in Fleet Management. Fleet Management is funded by reappropriated funds from state agency users deposited in the Motor Fleet Management Fund created in Section 24-30-1115 (1), C.R.S.

STATUTORY AUTHORITY: Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

REQUEST: The Department requests an appropriation of \$1,148,958 reappropriated funds and 17.0 FTE, which includes and increase of \$57,756 for 1.0 FTE requested in R2 Telematics for State Fleet Vehicles, an increase of \$27,786 for annualization of salary survey and \$5,310 for annualization of S.B. 18-200 (PERA).

RECOMMENDATION: Staff recommends appropriating \$1,148,958 reappropriated funds and reflecting 17.0 FTE.

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$1,058,106	\$0	\$0	\$1,058,106	\$0	16.0
TOTAL	\$1,058,106	\$0	\$0	\$1,058,106	\$0	16.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$1,058,106	\$0	\$0	\$1,058,106	\$0	16.0
R2 Telematics for state fleet vehicles	57,756	0	0	57,756	0	1.0
Annualize prior year budget action	27,786	0	0	27,786	0	0.0
Annualize prior year legislation	5,310	0	0	5,310	0	0.0
TOTAL	\$1,148,958	\$0	\$0	\$1,148,958	\$0	17.0
INCREASE/(DECREASE)	\$90,852	\$0	\$0	\$90,852	\$0	1.0
Percentage Change	8.6%	0.0%	0.0%	8.6%	0.0%	6.3%
FY 2020-21 EXECUTIVE REQUEST	\$1,148,958	\$0	\$0	\$1,148,958	\$0	17.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds Fleet Management administrative operating expenses including auction fees.

STATUTORY AUTHORITY: Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

REQUEST: The Department requests an appropriation of \$820,234 reappropriated funds.

RECOMMENDATION: Staff recommends an appropriation of \$820,234 reappropriated funds, which includes an increase of \$331,618 to reflect staff recommendation for R2 Telematics for state fleet vehicles. The following tables summarizes the recommendation.

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$488,616	\$0	\$0	\$488,616	\$0	0.0
TOTAL	\$488,616	\$0	\$0	\$488,616	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$488,616	\$0	\$0	\$488,616	\$0	0.0
R2 Telematics for state fleet vehicles	331,618	0	0	331,618	0	0.0
TOTAL	\$820,234	\$0	\$0	\$820,234	\$0	0.0
INCREASE/(DECREASE)	\$331,618	\$0	\$0	\$331,618	\$0	0.0
Percentage Change	67.9%	n/a	n/a	67.9%	n/a	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

MOTOR POOL VEHICLE LEASE AND OPERATING EXPENSES

This line item pays for State Motor Pool vehicle lease payments and operating expenses.

STATUTORY AUTHORITY: Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$200,000 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$200,000 reappropriated funds.

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, MOTOR POOL VEHICLES LEASE AND OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$200,000	\$0	\$0	\$200,000	\$0	0.0
TOTAL	\$200,000	\$0	\$0	\$200,000	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$200,000	\$0	\$0	\$200,000	\$0	0.0
TOTAL	\$200,000	\$0	\$0	\$200,000	\$0	0.0
Percentage Change	0.0%	n/a	n/a	0.0%	n/a	0.0%
FY 2020-21 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

FUEL AND AUTOMOTIVE SUPPLIES

This line item funds the purchase of fuel and automotive supplies for state fleet vehicles.

STATUTORY AUTHORITY: Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$20,649,618 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$20,649,618 reappropriated funds. The following tables summarizes the recommendation.

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, FUEL AND AUTOMOTIVE SUPPLIES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$20,649,618	\$0	\$0	\$20,649,618	\$0	0.0
TOTAL	\$20,649,618	\$0	\$0	\$20,649,618	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$20,649,618	\$0	\$0	\$20,649,618	\$0	0.0
TOTAL	\$20,649,618	\$0	\$0	\$20,649,618	\$0	0.0
Percentage Change	0.0%	n/a	n/a	0.0%	n/a	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$20,649,618	\$0	\$0	\$20,649,618	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

VEHICLE REPLACEMENT LEASE/PURCHASE

This line funds vehicle lease payments for state fleet vehicles and represents pass-through payments from state agencies for actual vehicle lease payments. When other agencies submit decision items that include new vehicle requests, funding for the vehicle lease payment is reflected in this line item as nonprioritized request items.

STATUTORY AUTHORITY: Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

REQUEST: The Department requests an appropriation of \$23,215,090 reappropriated funds. The request includes a base appropriation of \$22,630,630; an increase of \$1,416,155 for the R5 Annual fleet vehicle request; an increase of \$105,823 reappropriated funds for non-prioritized requests for new vehicles made by other agencies in decision items; and a decrease of \$579,120 reappropriated funds to reflect the annualization of several bills that added additional vehicles to other agencies.

RECOMMENDATION: The recommendation includes a base appropriation of \$22,630,630; an increase of \$1,163,580 for the R5 Annual fleet vehicle JBC staff recommendation; an increase of \$105,823 reappropriated funds for non-prioritized requests for new vehicles approved for other departments decision items; and a decrease of \$579,120 reappropriated funds to reflect the annualization of several bills that added additional vehicles to other agencies.

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, VEHICLES REPLACEMENT LEASE OR PURCHASE

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$21,959,680	\$0	\$0	\$21,959,680	\$0	0.0
HB 20-1254 (Supplemental Bill)	\$597,810	\$0	\$0	\$597,810	\$0	0.0
Other legislation	\$73,140	\$0	\$0	\$73,140	\$0	0.0
TOTAL	\$22,630,630	\$0	\$0	\$22,630,630	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$22,630,630	\$0	\$0	\$22,630,630	\$0	0.0
R5 Annual fleet vehicle request	1,163,580	0	0	1,163,580	0	0.0
Nonprioritized request items	105,823	0	0	105,823	0	0.0
Annualize prior year legislation	(579,120)	0	0	(579,120)	0	0.0
TOTAL	\$23,320,913	\$0	\$0	\$23,320,913	\$0	0.0
INCREASE/(DECREASE)	\$690,283	\$0	\$0	\$690,283	\$0	0.0
Percentage Change	3.1%	n/a	n/a	3.1%	n/a	n/a
FY 2020-21 EXECUTIVE REQUEST	\$23,573,488	\$0	\$0	\$23,573,488	\$0	0.0
Request Above/(Below) Recommendation	\$252,575	\$0	\$0	\$252,575	\$0	0.0

INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the program reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

STATUTORY AUTHORITY: Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

REQUEST: The Department requests an appropriation of \$98,216 reappropriated funds.

RECOMMENDATION: Staff recommends appropriating \$98,216 reappropriated funds, consistent with the statewide indirect cost assessment calculated by the State Controller.

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2019-20 APPROPRIATION						
SB 19-207 (Long Bill)	\$38,504	\$0	\$0	\$38,504	\$0	0.0
TOTAL	\$38,504	\$0	\$0	\$38,504	\$0	0.0
FY 2020-21 RECOMMENDED APPROPRIATION						
FY 2019-20 Appropriation	\$38,504	\$0	\$0	\$38,504	\$0	0.0
Indirect cost assessment	59,712	0	0	59,712	0	0.0
TOTAL	\$98,216	\$0	\$0	\$98,216	\$0	0.0
INCREASE/(DECREASE)	\$59,712	\$0	\$0	\$59,712	\$0	0.0
Percentage Change	155.1%	0.0%	0.0%	155.1%	0.0%	0.0%
FY 2020-21 EXECUTIVE REQUEST	\$98,216	\$0	\$0	\$98,216	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

LONG BILL FOOTNOTES AND REQUESTS FOR INFORMATION

LONG BILL FOOTNOTES

Staff recommends **CONTINUING AND MODIFYING** the following footnote:

- N Department of Personnel, Executive Director's Office, Statewide Special Purpose, Office of the State Architect, Statewide Planning Services – This appropriation remains available until the close of the ~~2021-22~~ 2022-23 fiscal year.

COMMENT: This footnote expresses legislative intent that the spending authority provided in this appropriation remains available for three years. Statewide Planning Services provides funding for technical and consulting services related to the statewide planning function for state agencies, which was added to the Office of the State Architect in FY 2015-16. This line item funds, on an ongoing basis, items that might otherwise be included in the capital construction budget, which provides for three years of spending authority.

Staff recommends **CONTINUING** the following footnote:

- N Department of Personnel, Central Services, Fleet Management Program and Motor Pool Services, Vehicle Replacement Lease/Purchase – Pursuant to Section 24-82-101 (1)(b) and (1)(c), C.R.S., the Department of Personnel is authorized to enter into a lease-purchase agreement for the approved FY 2020-21 vehicle replacements and additions. The lease-purchase agreement shall be for a period of up to ten years and shall not exceed the amount of \$37,000,000.

COMMENT: This footnote expresses legislative intent regarding the maximum lease-purchase amount the Department of Personnel is authorized to enter into in a lease-purchase agreement for fleet vehicles. The Department requests continuation of \$37,000,000 for FY 2020-21 and staff recommends this continuation.

REQUESTS FOR INFORMATION

Staff recommends **CONTINUING** the following request for information:

- N Department of Personnel, Executive Director's Office, Payments to OIT -- The Department is requested to provide by November 1, 2020, the amount of funds eliminated from the Payments to OIT line item as a result of reducing the number of service units obtained from the Governor's Office of Information Technology for operating the Colorado Automotive Reporting System (CARS) after full replacement is achieved.

Comment: This request for information was included in the 2019 request for information. Staff recommends continuing the request for the 2020 requests for information letter because the return date corresponds with the November 1, 2020 budget submission.

Staff recommends **CONTINUING AND MODIFYING** the following request for information:

- N Department of Personnel, Division of Accounts and Control, Financial Operations and Reporting -- The State Controller is requested to provide by October 1, ~~2019~~, 2020, to the Joint Budget Committee, a report on uncommitted reserves that includes all cash funds, including those that are otherwise exempt from and unreported in the cash funds excess uncommitted reserves report required by Section 24-30-207, C.R.S.

COMMENT: Staff recommends continuing this RFI that is related to H.B. 15-1261 (Maximum Reserve For Cash Funds With Fee Revenue) and similar recommendations made for managing cash funds excess reserves in the 2020 session. This report provides JBC staff with information to make recommendations when Department's request cash fund waivers from the statutory maximum reserve.

INDIRECT COST ASSESSMENTS

DESCRIPTION OF INDIRECT COST ASSESSMENT METHODOLOGY

The Department is a central services agency and therefore its departmental indirect costs are included within the Statewide Indirect Cost Plan developed and prepared by the State Controller. The Statewide Indirect Cost Plan sets indirect cost assessments by division for the Department.

JBC Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

Appendix A: Numbers Pages

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
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DEPARTMENT OF PERSONNEL
Kara Veitch, Executive Director

(1) EXECUTIVE DIRECTOR'S OFFICE

(A) Department Administration

Personal Services	<u>1,708,146</u>	<u>1,760,178</u>	<u>1,844,396</u>	<u>1,916,090</u>	<u>1,916,090</u>
FTE	15.7	18.3	18.3	18.3	18.3
General Fund	78,596	0	0	12,393	12,393
Cash Funds	24,641	24,604	56,901	57,774	57,774
Reappropriated Funds	1,604,909	1,735,574	1,787,495	1,845,923	1,845,923
Federal Funds	0	0	0	0	0
Health, Life, and Dental	<u>3,482,565</u>	<u>3,717,847</u>	<u>4,273,241</u>	<u>4,368,789</u>	<u>4,358,747</u> *
General Fund	974,962	1,117,788	1,288,137	1,379,999	1,379,999
Cash Funds	250,378	280,142	403,645	191,744	191,744
Reappropriated Funds	2,257,225	2,319,917	2,581,459	2,797,046	2,787,004
Short-term Disability	<u>45,717</u>	<u>40,933</u>	<u>45,912</u>	<u>45,945</u>	<u>46,307</u> *
General Fund	15,891	16,796	16,822	17,784	17,958
Cash Funds	3,123	2,017	3,609	2,192	2,213
Reappropriated Funds	26,703	22,120	25,481	25,969	26,136
S.B. 04-257 Amortization Equalization Disbursement	<u>1,212,008</u>	<u>1,300,181</u>	<u>1,365,023</u>	<u>1,379,500</u>	<u>1,390,411</u> *
General Fund	412,074	503,321	499,425	533,237	538,465
Cash Funds	84,415	68,952	107,136	65,727	66,372
Reappropriated Funds	715,519	727,908	758,462	780,536	785,574

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
S.B. 06-235 Supplemental Amortization Equalization					
Disbursement	<u>1,211,801</u>	<u>1,300,176</u>	<u>1,365,023</u>	<u>1,379,500</u>	<u>1,390,411</u> *
General Fund	411,866	503,321	499,425	533,237	538,465
Cash Funds	84,415	68,952	107,136	65,727	66,372
Reappropriated Funds	715,520	727,903	758,462	780,536	785,574
PERA Direct Distribution					
General Fund	<u>0</u>	<u>0</u>	<u>704,134</u>	<u>671,728</u>	<u>671,727</u>
Cash Funds	0	0	23,647	32,064	32,065
Reappropriated Funds	0	0	391,245	379,527	379,522
Federal Funds	0	0	0	0	0
Salary Survey					
General Fund	<u>477,327</u>	<u>868,386</u>	<u>888,103</u>	<u>605,834</u>	<u>908,734</u>
Cash Funds	170,024	327,193	325,436	234,943	352,406
Reappropriated Funds	32,161	60,619	69,796	28,977	43,466
Reappropriated Funds	275,142	480,574	492,871	341,914	512,862
Parental Leave					
General Fund	<u>0</u>	<u>0</u>	<u>0</u>	<u>52,681</u>	<u>0</u> *
Cash Funds	0	0	0	1,195	0
Reappropriated Funds	0	0	0	51,486	0
Shift Differential					
General Fund	<u>39,358</u>	<u>37,974</u>	<u>44,020</u>	<u>42,664</u>	<u>42,664</u>
Cash Funds	0	37,974	0	0	0
Reappropriated Funds	0	0	0	0	0
Reappropriated Funds	39,358	0	44,020	42,664	42,664

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
Workers' Compensation	<u>235,986</u>	<u>346,393</u>	<u>328,591</u>	<u>274,904</u>	<u>274,904</u> *
General Fund	64,215	93,306	100,296	80,697	80,697
Cash Funds	24,833	32,826	9,777	11,119	11,119
Reappropriated Funds	146,938	220,261	218,518	183,088	183,088
Operating Expenses	<u>99,245</u>	<u>108,598</u>	<u>101,337</u>	<u>104,942</u>	<u>104,942</u> *
General Fund	0	11,633	0	3,605	3,605
Cash Funds	199	238	475	475	475
Reappropriated Funds	99,046	96,727	100,862	100,862	100,862
Legal Services	<u>315,844</u>	<u>263,326</u>	<u>57,792</u>	<u>191,968</u>	<u>191,968</u> *
General Fund	206,148	171,885	39,733	126,117	126,117
Cash Funds	59,961	49,981	9,702	33,199	33,199
Reappropriated Funds	49,735	41,460	8,357	32,652	32,652
Federal Funds	0	0	0	0	0
Administrative Law Judge Services	<u>11,506</u>	<u>2,841</u>	<u>3,588</u>	<u>2,945</u>	<u>2,945</u>
Cash Funds	11,506	2,841	3,588	2,945	2,945
Payment to Risk Management and Property Funds	<u>887,149</u>	<u>1,499,402</u>	<u>1,225,710</u>	<u>879,487</u>	<u>879,487</u> *
General Fund	239,816	404,799	374,126	258,172	258,172
Cash Funds	91,205	149,258	36,470	35,572	35,572
Reappropriated Funds	556,128	945,345	815,114	585,743	585,743
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
Vehicle Lease Payments	<u>177,323</u>	<u>189,783</u>	<u>256,499</u>	<u>262,054</u>	<u>262,054</u> *
General Fund	0	0	0	0	0
Cash Funds	1,947	274	2,480	0	0
Reappropriated Funds	175,376	189,509	254,019	262,054	262,054
Federal Funds	0	0	0	0	0
Leased Space	<u>340,612</u>	<u>345,436</u>	<u>351,711</u>	<u>353,886</u>	<u>353,886</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	340,612	345,436	351,711	353,886	353,886
Federal Funds	0	0	0	0	0
Capitol Complex Leased Space	<u>2,783,607</u>	<u>2,552,384</u>	<u>2,305,344</u>	<u>2,427,258</u>	<u>2,427,258</u>
General Fund	2,243	207,002	892,984	788,532	788,532
Cash Funds	132,443	112,055	22,443	23,647	23,647
Reappropriated Funds	2,648,921	2,233,327	1,389,917	1,615,079	1,615,079
Federal Funds	0	0	0	0	0
Payments to OIT	<u>3,621,953</u>	<u>4,649,778</u>	<u>5,415,057</u>	<u>6,175,598</u>	<u>6,175,598</u> *
General Fund	808,719	1,563,268	1,652,849	1,812,388	1,812,388
Cash Funds	344,129	442,885	161,122	251,252	251,252
Reappropriated Funds	2,469,105	2,643,625	3,601,086	4,111,958	4,111,958
Federal Funds	0	0	0	0	0
CORE Operations	<u>297,516</u>	<u>398,138</u>	<u>325,975</u>	<u>385,648</u>	<u>385,648</u> *
General Fund	80,771	97,920	99,499	113,206	113,206
Cash Funds	30,668	38,939	9,699	15,598	15,598
Reappropriated Funds	186,077	261,279	216,777	256,844	256,844
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
Annual Depreciation - Lease Equivalent Payment	<u>0</u>	<u>352,601</u>	<u>347,356</u>	<u>679,056</u>	<u>566,806</u>
General Fund	0	239,769	235,106	566,806	566,806
Cash Funds	0	112,832	112,250	112,250	0
Merit Pay	<u>406,754</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	131,132	0	0	0	0
Cash Funds	28,540	0	0	0	0
Reappropriated Funds	247,082	0	0	0	0
Governor's Office Transition	<u>0</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	25,000	0	0	0
SUBTOTAL - (A) Department Administration	17,354,417	19,759,355	21,248,812	22,200,477	22,350,587
<i>FTE</i>	<u>15.7</u>	<u>18.3</u>	<u>18.3</u>	<u>18.3</u>	<u>18.3</u>
General Fund	3,596,457	5,320,975	6,313,080	6,721,253	6,849,349
Cash Funds	1,204,564	1,447,415	1,139,876	931,457	833,813
Reappropriated Funds	12,553,396	12,990,965	13,795,856	14,547,767	14,667,425
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
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(B) Statewide Special Purpose

The Statewide Special Purpose group in the Executive Director's Office contains appropriations for programs the General Assembly has tasked the Department of Personnel with carrying out but that do not fit within the duties of other divisions within the Department. The State Archives program was transferred to the Division of Central Services in FY 2018-19.

(I) Colorado State Employees Assistance Program

Personal Services	<u>785,727</u>	<u>821,917</u>	<u>873,187</u>	<u>908,638</u>	<u>908,638</u>
FTE	11.0	11.0	11.0	11.0	11.0
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	785,727	821,917	873,187	908,638	908,638
Operating Expenses	<u>53,794</u>	<u>57,484</u>	<u>58,338</u>	<u>70,643</u>	<u>70,643</u> *
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	53,794	57,484	58,338	70,643	70,643
Indirect Cost Assessment	<u>164,614</u>	<u>259,847</u>	<u>203,721</u>	<u>279,316</u>	<u>279,316</u>
Reappropriated Funds	164,614	259,847	203,721	279,316	279,316

SUBTOTAL - (I) Colorado State Employees Assistance Program	1,004,135	1,139,248	1,135,246	1,258,597	1,258,597
FTE	<u>11.0</u>	<u>11.0</u>	<u>11.0</u>	<u>11.0</u>	<u>11.0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,004,135	1,139,248	1,135,246	1,258,597	1,258,597

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
(II) Office of the State Architect					
Office of the State Architect	<u>797,863</u>	<u>832,335</u>	<u>871,793</u>	<u>903,579</u>	<u>903,579</u>
FTE	7.8	8.1	8.0	8.0	8.0
General Fund	797,863	832,335	871,793	903,579	903,579
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Statewide Planning Services	<u>0</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>20,000</u>	<u>20,000</u> *
General Fund	0	1,000,000	1,000,000	20,000	20,000
SUBTOTAL - (II) Office of the State Architect	797,863	1,832,335	1,871,793	923,579	923,579
FTE	<u>7.8</u>	<u>8.1</u>	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>
General Fund	797,863	1,832,335	1,871,793	923,579	923,579
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
(III) Colorado State Archives					
Personal Services	<u>569,742</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FTE	12.0	0.0	0.0	0.0	0.0
General Fund	460,197	0	0	0	0
Cash Funds	91,980	0	0	0	0
Reappropriated Funds	17,565	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>82,754</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	82,754	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
SUBTOTAL - (III) Colorado State Archives	652,496	0	0	0	0
<i>FTE</i>	<u>12.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
General Fund	542,951	0	0	0	0
Cash Funds	91,980	0	0	0	0
Reappropriated Funds	17,565	0	0	0	0
Federal Funds	0	0	0	0	0
(V) Other Statewide Special Purpose					
Test Facility Lease	<u>119,842</u>	<u>119,842</u>	<u>119,842</u>	<u>119,842</u>	<u>119,842</u>
General Fund	119,842	119,842	119,842	119,842	119,842
Employment Security Contract Payment	<u>13,166</u>	<u>13,148</u>	<u>16,000</u>	<u>16,000</u>	<u>16,000</u>
General Fund	6,268	4,412	7,264	7,264	7,264
Reappropriated Funds	6,898	8,736	8,736	8,736	8,736
Disability Funding Committee	<u>21,500</u>	<u>62,043</u>	<u>1,665,976</u>	<u>747,976</u>	<u>747,976</u> *
Cash Funds	21,500	62,043	1,665,976	747,976	747,976
SUBTOTAL - (V) Other Statewide Special Purpose	154,508	195,033	1,801,818	883,818	883,818
<i>Purpose</i>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
General Fund	126,110	124,254	127,106	127,106	127,106
Cash Funds	21,500	62,043	1,665,976	747,976	747,976
Reappropriated Funds	6,898	8,736	8,736	8,736	8,736

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
SUBTOTAL - (B) Statewide Special Purpose	2,609,002	3,166,616	4,808,857	3,065,994	3,065,994
<i>FTE</i>	<u>30.8</u>	<u>19.1</u>	<u>19.0</u>	<u>19.0</u>	<u>19.0</u>
General Fund	1,466,924	1,956,589	1,998,899	1,050,685	1,050,685
Cash Funds	113,480	62,043	1,665,976	747,976	747,976
Reappropriated Funds	1,028,598	1,147,984	1,143,982	1,267,333	1,267,333
Federal Funds	0	0	0	0	0
TOTAL - (1) Executive Director's Office	19,963,419	22,925,971	26,057,669	25,266,471	25,416,581
<i>FTE</i>	<u>46.5</u>	<u>37.4</u>	<u>37.3</u>	<u>37.3</u>	<u>37.3</u>
General Fund	5,063,381	7,277,564	8,311,979	7,771,938	7,900,034
Cash Funds	1,318,044	1,509,458	2,805,852	1,679,433	1,581,789
Reappropriated Funds	13,581,994	14,138,949	14,939,838	15,815,100	15,934,758
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
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(2) DIVISION OF HUMAN RESOURCES

The Division of Human Resources establishes statewide human resource programs and systems to meet constitutional and statutory requirements and provides support services to state agency human resource offices. The Division also provides training resources to employees and conducts the Total compensation and employee engagement surveys. The Division also administers the self-insurance programs for state agencies for risk and property liability and workers' compensation, funded through common policies in other agencies.

(A) Human Resource Services

(I) State Agency Services

Personal Services	<u>1,585,743</u>	<u>1,377,119</u>	<u>1,807,681</u>	<u>1,871,847</u>	<u>1,871,847</u>
FTE	16.6	13.6	19.2	19.2	19.2
General Fund	1,585,743	1,377,119	1,807,681	1,871,847	1,871,847
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>71,565</u>	<u>88,128</u>	<u>88,127</u>	<u>88,127</u>	<u>88,127</u>
General Fund	71,565	88,128	88,127	88,127	88,127
Total Compensation and Employee Engagement					
Surveys	<u>214,995</u>	<u>300,000</u>	<u>215,000</u>	<u>300,000</u>	<u>300,000</u>
General Fund	214,995	300,000	215,000	300,000	300,000

SUBTOTAL - (I) State Agency Services	1,872,303	1,765,247	2,110,808	2,259,974	2,259,974
<i>FTE</i>	16.6	13.6	19.2	19.2	19.2
General Fund	1,872,303	1,765,247	2,110,808	2,259,974	2,259,974
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
(II) Training Services					
Training Services	<u>1,320,752</u>	<u>968,183</u>	<u>1,703,552</u>	<u>1,714,426</u>	<u>1,714,426</u>
FTE	2.7	2.7	4.0	4.0	4.0
General Fund	0	0	0	0	0
Cash Funds	12,930	40,305	41,231	48,962	48,962
Reappropriated Funds	1,307,822	927,878	1,662,321	1,665,464	1,665,464
Indirect Cost Assessment	<u>101,199</u>	<u>91,461</u>	<u>79,840</u>	<u>30,017</u>	<u>30,017</u>
Reappropriated Funds	101,199	91,461	79,840	30,017	30,017
SUBTOTAL - (II) Training Services	1,421,951	1,059,644	1,783,392	1,744,443	1,744,443
FTE	<u>2.7</u>	<u>2.7</u>	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>
General Fund	0	0	0	0	0
Cash Funds	12,930	40,305	41,231	48,962	48,962
Reappropriated Funds	1,409,021	1,019,339	1,742,161	1,695,481	1,695,481
SUBTOTAL - (A) Human Resource Services	3,294,254	2,824,891	3,894,200	4,004,417	4,004,417
FTE	<u>19.3</u>	<u>16.3</u>	<u>23.2</u>	<u>23.2</u>	<u>23.2</u>
General Fund	1,872,303	1,765,247	2,110,808	2,259,974	2,259,974
Cash Funds	12,930	40,305	41,231	48,962	48,962
Reappropriated Funds	1,409,021	1,019,339	1,742,161	1,695,481	1,695,481
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
(B) Employee Benefits Services					
Personal Services	<u>773,911</u>	<u>734,986</u>	<u>882,816</u>	<u>915,710</u>	<u>915,710</u>
FTE	10.1	9.1	12.0	12.0	12.0
General Fund	2	0	0	0	0
Cash Funds	773,909	734,986	882,816	915,710	915,710
Reappropriated Funds	0	0	0	0	0
Operating Expenses	<u>57,489</u>	<u>57,515</u>	<u>58,093</u>	<u>58,093</u>	<u>58,093</u>
Cash Funds	57,489	57,515	58,093	58,093	58,093
Utilization Review	<u>12,522</u>	<u>23,646</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
Cash Funds	12,522	23,646	25,000	25,000	25,000
H.B. 07-1335 Supplemental State Contribution Fund	<u>1,402,663</u>	<u>1,550,220</u>	<u>1,972,469</u>	<u>1,972,469</u>	<u>1,848,255</u>
General Fund	0	0	0	0	0
Cash Funds	1,402,663	1,550,220	1,972,469	1,972,469	1,848,255
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>208,758</u>	<u>224,037</u>	<u>201,816</u>	<u>88,832</u>	<u>88,832</u>
Cash Funds	208,758	224,037	201,816	88,832	88,832
SUBTOTAL - (B) Employee Benefits Services	2,455,343	2,590,404	3,140,194	3,060,104	2,935,890
FTE	<u>10.1</u>	<u>9.1</u>	<u>12.0</u>	<u>12.0</u>	<u>12.0</u>
General Fund	2	0	0	0	0
Cash Funds	2,455,341	2,590,404	3,140,194	3,060,104	2,935,890
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
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	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
(C) Risk Management Services					
Personal Services	<u>695,353</u>	<u>710,262</u>	<u>805,279</u>	<u>830,118</u>	<u>830,118</u>
FTE	11.5	9.7	11.5	11.5	11.5
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	695,353	710,262	805,279	830,118	830,118
Operating Expenses	<u>49,363</u>	<u>44,990</u>	<u>62,318</u>	<u>62,318</u>	<u>62,318</u>
Reappropriated Funds	49,363	44,990	62,318	62,318	62,318
Actuarial and Broker Services	<u>210,000</u>	<u>256,993</u>	<u>267,000</u>	<u>292,000</u>	<u>292,000</u> *
Reappropriated Funds	210,000	256,993	267,000	292,000	292,000
Risk Management Information System	<u>193,300</u>	<u>193,300</u>	<u>193,302</u>	<u>193,302</u>	<u>193,302</u>
Reappropriated Funds	193,300	193,300	193,302	193,302	193,302
Indirect Cost Assessment	<u>214,251</u>	<u>206,912</u>	<u>234,443</u>	<u>52,100</u>	<u>52,100</u>
Reappropriated Funds	214,251	206,912	234,443	52,100	52,100
Liability Claims	<u>4,311,970</u>	<u>4,329,838</u>	<u>4,488,729</u>	<u>4,072,571</u>	<u>4,072,571</u> *
Reappropriated Funds	4,311,970	4,329,838	4,488,729	4,072,571	4,072,571
Liability Excess Policy	<u>368,618</u>	<u>417,593</u>	<u>829,662</u>	<u>899,250</u>	<u>899,250</u> *
Reappropriated Funds	368,618	417,593	829,662	899,250	899,250
Liability Legal Services	<u>3,920,646</u>	<u>4,038,258</u>	<u>3,250,773</u>	<u>3,455,035</u>	<u>3,455,035</u> *
Reappropriated Funds	3,920,646	4,038,258	3,250,773	3,455,035	3,455,035

JBC Staff Staff Figure Setting - FY 2020-21
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	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
Property Policies	<u>4,616,750</u>	<u>5,493,760</u>	<u>6,708,011</u>	<u>9,557,740</u>	<u>9,161,658</u> *
Reappropriated Funds	4,616,750	5,493,760	6,708,011	9,557,740	9,161,658
Property Deductibles and Payouts	<u>12,455,013</u>	<u>4,243,335</u>	<u>5,800,000</u>	<u>5,800,000</u>	<u>5,800,000</u>
Reappropriated Funds	12,455,013	4,243,335	5,800,000	5,800,000	5,800,000
Workers' Compensation Claims	<u>29,089,000</u>	<u>29,103,133</u>	<u>34,979,129</u>	<u>33,938,768</u>	<u>33,938,768</u> *
Reappropriated Funds	29,089,000	29,103,133	34,979,129	33,938,768	33,938,768
Workers' Compensation TPA Fees and Loss Control	<u>1,767,800</u>	<u>1,707,157</u>	<u>2,050,000</u>	<u>1,850,000</u>	<u>1,850,000</u> *
Reappropriated Funds	1,767,800	1,707,157	2,050,000	1,850,000	1,850,000
Workers' Compensation Excess Policy	<u>900,776</u>	<u>949,702</u>	<u>935,600</u>	<u>830,000</u>	<u>830,000</u> *
Reappropriated Funds	900,776	949,702	935,600	830,000	830,000
Workers' Compensation Legal Services	<u>1,899,076</u>	<u>1,605,886</u>	<u>2,075,660</u>	<u>1,786,251</u>	<u>1,786,251</u> *
Reappropriated Funds	1,899,076	1,605,886	2,075,660	1,786,251	1,786,251
SUBTOTAL - (C) Risk Management Services	60,691,916	53,301,119	62,679,906	63,619,453	63,223,371
<i>FTE</i>	<u>11.5</u>	<u>9.7</u>	<u>11.5</u>	<u>11.5</u>	<u>11.5</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	60,691,916	53,301,119	62,679,906	63,619,453	63,223,371
TOTAL - (2) Division of Human Resources	66,441,513	58,716,414	69,714,300	70,683,974	70,163,678
<i>FTE</i>	<u>40.9</u>	<u>35.1</u>	<u>46.7</u>	<u>46.7</u>	<u>46.7</u>
General Fund	1,872,305	1,765,247	2,110,808	2,259,974	2,259,974
Cash Funds	2,468,271	2,630,709	3,181,425	3,109,066	2,984,852
Reappropriated Funds	62,100,937	54,320,458	64,422,067	65,314,934	64,918,852
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
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JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
(3) CONSTITUTIONALLY INDEPENDENT ENTITIES					
(A) Personnel Board					
Personal Services	<u>486,461</u>	<u>509,189</u>	<u>525,492</u>	<u>543,700</u>	<u>543,700</u>
FTE	5.0	4.9	4.8	4.8	4.8
General Fund	486,461	509,189	525,492	543,700	543,700
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>19,185</u>	<u>22,969</u>	<u>22,969</u>	<u>22,969</u>	<u>22,969</u>
General Fund	19,185	22,969	22,969	22,969	22,969
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Legal Services	<u>35,165</u>	<u>35,165</u>	<u>44,244</u>	<u>58,164</u>	<u>58,164</u> *
General Fund	35,165	35,165	44,244	58,164	58,164
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
TOTAL - (3) Constitutionally Independent Entities	540,811	567,323	592,705	624,833	624,833
FTE	<u>5.0</u>	<u>4.9</u>	<u>4.8</u>	<u>4.8</u>	<u>4.8</u>
General Fund	540,811	567,323	592,705	624,833	624,833
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
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JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
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(4) CENTRAL SERVICES

(A) Administration

Personal Services	<u>621,590</u>	<u>450,925</u>	<u>486,837</u>	<u>503,265</u>	<u>503,265</u>
FTE	7.4	5.0	5.2	5.2	5.2
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	621,590	450,925	486,837	503,265	503,265
Operating Expenses	<u>38,945</u>	<u>25,788</u>	<u>27,690</u>	<u>27,690</u>	<u>27,690</u>
Reappropriated Funds	38,945	25,788	27,690	27,690	27,690
Indirect Cost Assessment	<u>80,464</u>	<u>13,535</u>	<u>11,303</u>	<u>19,034</u>	<u>19,034</u>
Reappropriated Funds	80,464	13,535	11,303	19,034	19,034

SUBTOTAL - (A) Administration	740,999	490,248	525,830	549,989	549,989
FTE	<u>7.4</u>	<u>5.0</u>	<u>5.2</u>	<u>5.2</u>	<u>5.2</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	740,999	490,248	525,830	549,989	549,989

(B) Integrated Document Solutions

Personal Services	<u>5,682,448</u>	<u>5,592,077</u>	<u>7,250,020</u>	<u>7,467,799</u>	<u>7,467,799</u>
FTE	97.1	90.5	96.6	96.6	96.6
General Fund	0	0	0	0	0
Cash Funds	65,347	0	141,615	141,615	141,615
Reappropriated Funds	5,617,101	5,592,077	7,108,405	7,326,184	7,326,184

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
Operating Expenses	<u>6,078,937</u>	<u>4,759,440</u>	<u>8,624,121</u>	<u>8,680,543</u>	<u>8,680,543</u>
Cash Funds	240,313	0	240,239	240,239	240,239
Reappropriated Funds	5,838,624	4,759,440	8,383,882	8,440,304	8,440,304
Commercial Print Payments	<u>1,569,721</u>	<u>1,417,760</u>	<u>1,733,260</u>	<u>1,733,260</u>	<u>1,733,260</u>
FTE	0.0	0.0	0.0	0.0	0.0
Reappropriated Funds	1,569,721	1,417,760	1,733,260	1,733,260	1,733,260
IDS Postage	<u>7,313,134</u>	<u>6,871,618</u>	<u>12,055,868</u>	<u>9,973,524</u>	<u>9,973,524</u> *
Cash Funds	75,614	655,478	740,298	740,298	740,298
Reappropriated Funds	7,237,520	6,216,140	11,315,570	9,233,226	9,233,226
Utilities	<u>68,208</u>	<u>56,464</u>	<u>69,000</u>	<u>69,000</u>	<u>69,000</u>
Reappropriated Funds	68,208	56,464	69,000	69,000	69,000
Address Confidentiality Program	<u>264,928</u>	<u>561,422</u>	<u>669,365</u>	<u>702,280</u>	<u>702,280</u>
FTE	3.4	5.9	7.0	7.0	7.0
General Fund	155,519	445,754	538,485	560,606	560,606
Cash Funds	109,409	115,668	130,880	141,674	141,674
Reappropriated Funds	0	0	0	0	0
Indirect Cost Assessment	<u>291,646</u>	<u>266,991</u>	<u>176,283</u>	<u>353,706</u>	<u>353,706</u>
Reappropriated Funds	291,646	266,991	176,283	353,706	353,706
SUBTOTAL - (B) Integrated Document					
Solutions	21,269,022	19,525,772	30,577,917	28,980,112	28,980,112
<i>FTE</i>	<u>100.5</u>	<u>96.4</u>	<u>103.6</u>	<u>103.6</u>	<u>103.6</u>
General Fund	155,519	445,754	538,485	560,606	560,606
Cash Funds	490,683	771,146	1,253,032	1,263,826	1,263,826
Reappropriated Funds	20,622,820	18,308,872	28,786,400	27,155,680	27,155,680

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
(C) Colorado State Archives					
Personal Services	<u>0</u>	<u>722,033</u>	<u>734,567</u>	<u>756,764</u>	<u>756,764</u>
FTE	0.0	10.5	13.0	13.0	13.0
General Fund	0	610,755	615,667	637,385	637,385
Cash Funds	0	92,716	89,829	90,308	90,308
Reappropriated Funds	0	18,562	29,071	29,071	29,071
Operating Expenses	<u>0</u>	<u>254,579</u>	<u>345,905</u>	<u>290,938</u>	<u>290,938</u>
General Fund	0	212,579	319,905	264,938	264,938
Cash Funds	0	42,000	26,000	26,000	26,000
Reappropriated Funds	0	0	0	0	0
SUBTOTAL - (C) Colorado State Archives	0	976,612	1,080,472	1,047,702	1,047,702
FTE	<u>0.0</u>	<u>10.5</u>	<u>13.0</u>	<u>13.0</u>	<u>13.0</u>
General Fund	0	823,334	935,572	902,323	902,323
Cash Funds	0	134,716	115,829	116,308	116,308
Reappropriated Funds	0	18,562	29,071	29,071	29,071

(XC) Fleet Management Program and Motor Pool Services

Formerly section (C) in Central Services, the JBC moved the Fleet Management budget into the Division of Capital Assets at the request of the Department in FY 2018-19.

Personal Services	<u>902,148</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FTE	13.4	0.0	0.0	0.0	0.0
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	902,148	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
Operating Expenses	<u>322,347</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	322,347	0	0	0	0
Federal Funds	0	0	0	0	0
Motor Pool Vehicle Lease and Operating Expenses	<u>120,627</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	120,627	0	0	0	0
Federal Funds	0	0	0	0	0
Fuel and Automotive Supplies	<u>19,000,983</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	19,000,983	0	0	0	0
Federal Funds	0	0	0	0	0
Vehicle Replacement Lease/Purchase	<u>18,730,788</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	18,730,788	0	0	0	0
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>371,178</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	371,178	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
SUBTOTAL - (XC) Fleet Management Program and Motor Pool Services	39,448,071	0	0	0	0
<i>FTE</i>	<u>13.4</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	39,448,071	0	0	0	0
Federal Funds	0	0	0	0	0

(XD) Facilities Maintenance - Capitol Complex

Formerly section (D) in Central Services, the JBC moved the Capitol Complex budget into the Division of Capital Assets at the request of the Department in FY 2018-19.

Personal Services	<u>3,091,105</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FTE	55.5	0.0	0.0	0.0	0.0
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	3,091,105	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>2,623,693</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	2,623,693	0	0	0	0
Federal Funds	0	0	0	0	0
Capitol Complex Repairs	<u>56,520</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	56,520	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
Capitol Complex Security	<u>469,099</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	469,099	0	0	0	0
Federal Funds	0	0	0	0	0
Utilities	<u>4,375,223</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	320,424	0	0	0	0
Reappropriated Funds	4,054,799	0	0	0	0
Federal Funds	0	0	0	0	0
Maintenance and Historical Renovation	<u>982,537</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	982,537	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>1,041,130</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,041,130	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
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	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
SUBTOTAL - (XD) Facilities Maintenance -					
Capitol Complex	12,639,307	0	0	0	0
<i>FTE</i>	<u>55.5</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
General Fund	982,537	0	0	0	0
Cash Funds	320,424	0	0	0	0
Reappropriated Funds	11,336,346	0	0	0	0
Federal Funds	0	0	0	0	0
TOTAL - (4) Central Services					
<i>FTE</i>	<u>176.8</u>	<u>111.9</u>	<u>121.8</u>	<u>121.8</u>	<u>121.8</u>
General Fund	1,138,056	1,269,088	1,474,057	1,462,929	1,462,929
Cash Funds	811,107	905,862	1,368,861	1,380,134	1,380,134
Reappropriated Funds	72,148,236	18,817,682	29,341,301	27,734,740	27,734,740
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
(5) DIVISION OF ACCOUNTS AND CONTROL					
(A) Financial Operations and Reporting					
(1) Financial Operations and Reporting					
Personal Services	<u>2,906,539</u>	<u>2,824,267</u>	<u>2,983,914</u>	<u>3,090,939</u>	<u>3,090,939</u> *
FTE	31.3	30.7	30.5	30.5	30.5
General Fund	2,685,276	2,633,864	2,762,548	2,816,485	2,816,485
Cash Funds	221,263	190,403	221,366	274,454	274,454
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>138,886</u>	<u>136,575</u>	<u>138,303</u>	<u>138,303</u>	<u>138,303</u>
General Fund	0	0	10,000	138,303	138,303
Cash Funds	138,886	136,575	128,303	0	0
Recovery Audit Program Disbursements	<u>12,823</u>	<u>0</u>	<u>1,000</u>	<u>51,000</u>	<u>51,000</u>
Cash Funds	12,823	0	1,000	51,000	51,000
SUBTOTAL - (1) Financial Operations and Reporting	3,058,248	2,960,842	3,123,217	3,280,242	3,280,242
FTE	<u>31.3</u>	<u>30.7</u>	<u>30.5</u>	<u>30.5</u>	<u>30.5</u>
General Fund	2,685,276	2,633,864	2,772,548	2,954,788	2,954,788
Cash Funds	372,972	326,978	350,669	325,454	325,454
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
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	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
(2) Collections Services					
Personal Services	<u>1,007,667</u>	<u>1,010,889</u>	<u>756,417</u>	<u>358,701</u>	<u>358,701</u> *
FTE	28.0	13.1	5.9	4.3	4.3
General Fund	(4,841)	0	506,915	0	0
Cash Funds	1,012,508	1,010,889	249,502	358,701	358,701
Reappropriated Funds	0	0	0	0	0
Operating Expenses	<u>350,244</u>	<u>343,811</u>	<u>420,000</u>	<u>220,000</u>	<u>220,000</u> *
General Fund	0	0	420,000	0	0
Cash Funds	350,244	343,811	0	220,000	220,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Private Collection Agency Fees	<u>374,089</u>	<u>179,054</u>	<u>900,000</u>	<u>900,000</u>	<u>900,000</u>
General Fund	0	0	183,090	0	0
Cash Funds	374,089	179,054	716,910	900,000	900,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>245,611</u>	<u>8,379</u>	<u>53,556</u>	<u>188,776</u>	<u>188,776</u>
Cash Funds	245,611	8,379	53,556	188,776	188,776
SUBTOTAL - (2) Collections Services	<u>1,977,611</u>	<u>1,542,133</u>	<u>2,129,973</u>	<u>1,667,477</u>	<u>1,667,477</u>
FTE	<u>28.0</u>	<u>13.1</u>	<u>5.9</u>	<u>4.3</u>	<u>4.3</u>
General Fund	(4,841)	0	1,110,005	0	0
Cash Funds	1,982,452	1,542,133	1,019,968	1,667,477	1,667,477
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
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	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
SUBTOTAL - (A) Financial Operations and Reporting					
	5,035,859	4,502,975	5,253,190	4,947,719	4,947,719
<i>FTE</i>	<u>59.3</u>	<u>43.8</u>	<u>36.4</u>	<u>34.8</u>	<u>34.8</u>
General Fund	2,680,435	2,633,864	3,882,553	2,954,788	2,954,788
Cash Funds	2,355,424	1,869,111	1,370,637	1,992,931	1,992,931
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
(B) Procurement and Contracts					
Personal Services	<u>1,513,835</u>	<u>1,592,828</u>	<u>2,321,452</u>	<u>2,378,546</u>	<u>2,378,546</u> *
<i>FTE</i>	17.2	16.9	17.8	17.8	17.8
General Fund	3	35,208	760,624	650,000	650,000
Cash Funds	1,513,832	1,557,620	1,560,828	1,728,546	1,728,546
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>36,193</u>	<u>36,969</u>	<u>36,969</u>	<u>36,969</u>	<u>36,969</u> *
General Fund	0	0	0	36,969	36,969
Cash Funds	36,193	36,969	36,969	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
SUBTOTAL - (B) Procurement and Contracts					
	1,550,028	1,629,797	2,358,421	2,415,515	2,415,515
<i>FTE</i>	<u>17.2</u>	<u>16.9</u>	<u>17.8</u>	<u>17.8</u>	<u>17.8</u>
General Fund	3	35,208	760,624	686,969	686,969
Cash Funds	1,550,025	1,594,589	1,597,797	1,728,546	1,728,546
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
Staff Working Document - Does Not Represent Committee Decision

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
(C) CORE Operations					
Personal Services	<u>2,072,995</u>	<u>1,752,794</u>	<u>1,926,712</u>	<u>1,993,123</u>	<u>1,993,123</u> *
FTE	19.5	21.3	21.3	21.3	21.3
General Fund	0	0	0	0	0
Cash Funds	369,044	0	0	0	0
Reappropriated Funds	1,703,951	1,752,794	1,926,712	1,993,123	1,993,123
Federal Funds	0	0	0	0	0
Operating Expenses	<u>684,216</u>	<u>59,577</u>	<u>59,590</u>	<u>59,590</u>	<u>59,590</u>
Cash Funds	124,123	0	0	0	0
Reappropriated Funds	560,093	59,577	59,590	59,590	59,590
Payments for CORE and Support Modules	<u>5,270,370</u>	<u>6,234,766</u>	<u>6,592,280</u>	<u>6,671,656</u>	<u>6,671,656</u> *
Cash Funds	819,768	889,382	3,712,371	2,948,595	2,948,595
Reappropriated Funds	4,450,602	5,345,384	2,879,909	3,723,061	3,723,061
CORE Lease Purchase Payments	<u>3,896,209</u>	<u>3,869,747</u>	<u>3,844,996</u>	<u>3,844,996</u>	<u>3,844,996</u>
Reappropriated Funds	3,896,209	3,869,747	3,844,996	3,844,996	3,844,996
Indirect Cost Assessment	<u>143,641</u>	<u>121,829</u>	<u>165,405</u>	<u>298,341</u>	<u>298,341</u>
Reappropriated Funds	143,641	121,829	165,405	298,341	298,341
SUBTOTAL - (C) CORE Operations	12,067,431	12,038,713	12,588,983	12,867,706	12,867,706
FTE	<u>19.5</u>	<u>21.3</u>	<u>21.3</u>	<u>21.3</u>	<u>21.3</u>
General Fund	0	0	0	0	0
Cash Funds	1,312,935	889,382	3,712,371	2,948,595	2,948,595
Reappropriated Funds	10,754,496	11,149,331	8,876,612	9,919,111	9,919,111
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
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	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
TOTAL - (5) Division of Accounts and Control	18,653,318	18,171,485	20,200,594	20,230,940	20,230,940
<i>FTE</i>	<u>96.0</u>	<u>82.0</u>	<u>75.5</u>	<u>73.9</u>	<u>73.9</u>
General Fund	2,680,438	2,669,072	4,643,177	3,641,757	3,641,757
Cash Funds	5,218,384	4,353,082	6,680,805	6,670,072	6,670,072
Reappropriated Funds	10,754,496	11,149,331	8,876,612	9,919,111	9,919,111
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
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	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
(6) ADMINISTRATIVE COURTS					
Personal Services	<u>3,632,376</u>	<u>3,606,347</u>	<u>4,010,004</u>	<u>4,137,018</u>	<u>4,137,018</u> *
FTE	40.2	40.0	44.7	44.7	44.7
General Fund	0	0	0	0	0
Cash Funds	103,359	109,633	0	0	0
Reappropriated Funds	3,529,017	3,496,714	4,010,004	4,137,018	4,137,018
Federal Funds	0	0	0	0	0
Operating Expenses	<u>210,057</u>	<u>166,280</u>	<u>172,233</u>	<u>172,233</u>	<u>172,233</u> *
General Fund	8,100	0	0	0	0
Cash Funds	0	0	109,633	114,382	114,382
Reappropriated Funds	201,957	166,280	62,600	57,851	57,851
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>194,278</u>	<u>115,661</u>	<u>206,880</u>	<u>270,464</u>	<u>270,464</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	194,278	115,661	206,880	270,464	270,464
Federal Funds	0	0	0	0	0
TOTAL - (6) Administrative Courts	4,036,711	3,888,288	4,389,117	4,579,715	4,579,715
FTE	<u>40.2</u>	<u>40.0</u>	<u>44.7</u>	<u>44.7</u>	<u>44.7</u>
General Fund	8,100	0	0	0	0
Cash Funds	103,359	109,633	109,633	114,382	114,382
Reappropriated Funds	3,925,252	3,778,655	4,279,484	4,465,333	4,465,333
Federal Funds	0	0	0	0	0

JBC Staff Staff Figure Setting - FY 2020-21
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	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
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(7) DIVISION OF CAPITAL ASSETS

(A) Administration

Personal Services	<u>0</u>	<u>305,777</u>	<u>335,432</u>	<u>346,778</u>	<u>346,778</u>
FTE	0.0	3.4	3.9	3.9	3.9
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	305,777	335,432	346,778	346,778
Operating Expenses	<u>0</u>	<u>18,165</u>	<u>18,310</u>	<u>18,310</u>	<u>18,310</u>
Reappropriated Funds	0	18,165	18,310	18,310	18,310
Indirect Cost Assessment	<u>0</u>	<u>8,352</u>	<u>6,974</u>	<u>11,744</u>	<u>11,744</u>
Reappropriated Funds	0	8,352	6,974	11,744	11,744

SUBTOTAL - (A) Administration	0	332,294	360,716	376,832	376,832
FTE	<u>0.0</u>	<u>3.4</u>	<u>3.9</u>	<u>3.9</u>	<u>3.9</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	332,294	360,716	376,832	376,832

(B) Facilities Maintenance - Capitol Complex

Formerly section (D) in Central Services, the JBC moved the Capitol Complex budget into the Division of Capital Assets at the request of the Department in FY 2018-19.

Personal Services	<u>0</u>	<u>3,224,774</u>	<u>3,367,247</u>	<u>3,474,459</u>	<u>3,474,459</u>
FTE	0.0	53.8	54.2	54.2	54.2
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	3,224,774	3,367,247	3,474,459	3,474,459

JBC Staff Staff Figure Setting - FY 2020-21
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	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
Operating Expenses	0	<u>2,687,103</u>	<u>2,705,456</u>	<u>2,705,456</u>	<u>2,705,456</u>
General Fund	0	0	0	0	0
Cash Funds	0	18,982	0	0	0
Reappropriated Funds	0	2,668,121	2,705,456	2,705,456	2,705,456
Capitol Complex Repairs	0	<u>55,727</u>	<u>56,520</u>	<u>56,520</u>	<u>56,520</u>
Reappropriated Funds	0	55,727	56,520	56,520	56,520
Capitol Complex Security	0	<u>476,928</u>	<u>476,928</u>	<u>504,707</u>	<u>504,707</u> *
Reappropriated Funds	0	476,928	476,928	504,707	504,707
Utilities	0	<u>4,894,298</u>	<u>4,914,705</u>	<u>5,292,490</u>	<u>5,292,490</u> *
Cash Funds	0	353,690	339,407	371,595	371,595
Reappropriated Funds	0	4,540,608	4,575,298	4,920,895	4,920,895
Indirect Cost Assessment	0	<u>1,002,611</u>	<u>884,389</u>	<u>1,177,859</u>	<u>1,177,859</u>
Reappropriated Funds	0	1,002,611	884,389	1,177,859	1,177,859
SUBTOTAL - (B) Facilities Maintenance -					
 Capitol Complex	0	12,341,441	12,405,245	13,211,491	13,211,491
<i>FTE</i>	<u>0.0</u>	<u>53.8</u>	<u>54.2</u>	<u>54.2</u>	<u>54.2</u>
General Fund	0	0	0	0	0
Cash Funds	0	372,672	339,407	371,595	371,595
Reappropriated Funds	0	11,968,769	12,065,838	12,839,896	12,839,896

JBC Staff Staff Figure Setting - FY 2020-21
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	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
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(C) Fleet Management Program and Motor Pool Services

Formerly section (C) in Central Services, the JBC moved the Fleet Management budget into the Division of Capital Assets at the request of the Department in FY 2018-19.

Personal Services	<u>0</u>	<u>912,533</u>	<u>1,058,106</u>	<u>1,148,958</u>	<u>1,148,958</u> *
FTE	0.0	14.0	16.0	17.0	17.0
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	912,533	1,058,106	1,148,958	1,148,958
Operating Expenses	<u>0</u>	<u>328,935</u>	<u>488,616</u>	<u>820,234</u>	<u>820,234</u> *
Reappropriated Funds	0	328,935	488,616	820,234	820,234
Motor Pool Vehicles Lease and Operating Expenses	<u>0</u>	<u>142,826</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
Reappropriated Funds	0	142,826	200,000	200,000	200,000
Fuel and Automotive Supplies	<u>0</u>	<u>19,227,119</u>	<u>20,649,618</u>	<u>20,649,618</u>	<u>20,649,618</u>
Reappropriated Funds	0	19,227,119	20,649,618	20,649,618	20,649,618
Vehicles Replacement Lease or Purchase	<u>0</u>	<u>18,987,715</u>	<u>22,630,630</u>	<u>23,573,488</u>	<u>23,320,913</u> *
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	18,987,715	22,630,630	23,573,488	23,320,913
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>0</u>	<u>63,275</u>	<u>38,504</u>	<u>98,216</u>	<u>98,216</u>
Reappropriated Funds	0	63,275	38,504	98,216	98,216

JBC Staff Staff Figure Setting - FY 2020-21
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	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Appropriation	FY 2020-21 Request	FY 2020-21 Recommendation
SUBTOTAL - (C) Fleet Management Program and Motor Pool Services	0	39,662,403	45,065,474	46,490,514	46,237,939
<i>FTE</i>	<u>0.0</u>	<u>14.0</u>	<u>16.0</u>	<u>17.0</u>	<u>17.0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	39,662,403	45,065,474	46,490,514	46,237,939
Federal Funds	0	0	0	0	0
TOTAL - (7) Division of Capital Assets	0	52,336,138	57,831,435	60,078,837	59,826,262
<i>FTE</i>	<u>0.0</u>	<u>71.2</u>	<u>74.1</u>	<u>75.1</u>	<u>75.1</u>
General Fund	0	0	0	0	0
Cash Funds	0	372,672	339,407	371,595	371,595
Reappropriated Funds	0	51,963,466	57,492,028	59,707,242	59,454,667
Federal Funds	0	0	0	0	0
TOTAL - Department of Personnel	183,733,171	177,598,251	210,970,039	212,042,573	211,419,812
<i>FTE</i>	<u>405.4</u>	<u>382.5</u>	<u>404.9</u>	<u>404.3</u>	<u>404.3</u>
General Fund	11,303,091	13,548,294	17,132,726	15,761,431	15,889,527
Cash Funds	9,919,165	9,881,416	14,485,983	13,324,682	13,102,824
Reappropriated Funds	162,510,915	154,168,541	179,351,330	182,956,460	182,427,461
Federal Funds	0	0	0	0	0