

JOINT BUDGET COMMITTEE



STAFF FIGURE SETTING FY 2023-24

DEPARTMENT OF PERSONNEL

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

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CONTENTS

Department Overview	1
Summary of Staff Recommendations	2
Description of Incremental Changes.....	3
Major Differences from the Request.....	9
Decision Items Affecting Other Departments.....	10
➔ Statewide BA2 Operating expenses inflationary adjustments.....	10
➔ R1 COE common policy [requires legislation]	13
➔ R12 Annual fleet vehicle replacements	19
Decision Items Affecting Multiple Divisions	22
➔ R5 Statewide central services staffing.....	22
(1) Executive Director’s Office.....	25
Decision Items – Executive Director's Office.....	25
➔ R4 Centralized sustainability office.....	25
➔ BA6 CSEAP technical correction.....	27
Line Item Detail – Executive Director’s Office	28
(2) Division of Human Resources.....	52
Decision Items – Division of Human Resources.....	52
➔ R2 Labor Relations Services resources	52
➔ R3 COWINS Partnership Agreement implementation resources	55
➔ R11 Employee engagement survey vendor	60
➔ BA5 Risk Management legal services correction.....	61
Line Item Detail – Division of Human Resources.....	62
(3) State Personnel Board	80
Decision Items –State Personnel Board [none].....	80
Line Item Detail –State Personnel Board	80
(4) Division of Central Services	83
Decision Items – Division of Central Services.....	83
➔ R10 IDS inserter equipment.....	83
Line Item Detail – Central Services.....	85
(5) Division of Accounts and Control.....	93

Decision Items – Division of Accounts and Control.....	93
➔ R8 Transfer of Performance Budgeting system.....	93
➔ Staff-initiated Supplier Database Cash Fund waiver.....	95
Line Item Detail – Division of Accounts and Control.....	96
(6) Administrative Courts	104
Decision Items - Administrative Courts	104
➔ R9 OAC case management system upgrade.....	104
Line Item Detail - Administrative Courts.....	106
(7) Division of Capital Assets	109
Decision Items – Division of Capital Assets.....	109
➔ R6/BA3 Capitol Complex staffing.....	109
➔ R7 State Fleet Management staffing.....	112
➔ BA4 Capitol Complex operating expenses and common policy adjustment.....	116
Line Item Detail – Division of Capital Assets	119
Long Bill Footnotes and Requests for Information.....	130
Long Bill Footnotes	130
Requests for Information.....	130
Indirect Cost Assessments.....	133
Appendix A - Numbers Pages (Digital Only).....	A-1
Executive Director’s Office	A-2
Division of Human Resources.....	A-13
State Personnel Board	A-22
Division of Central Service	A-23
Division of Accounts and Control.....	A-28
Administrative Courts.....	A-33
Capital Assets	A-34

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.

In some of the analysis of decision items in this document, you may see language denoting certain 'levels of evidence', e.g. theory-informed, evidence-informed, or proven. For a detailed explanation of what is meant by 'levels of evidence', and how those levels of evidence are categorized, please refer to Section 2-3-210 (2), C.R.S.

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, the Colorado State Employees Assistance Program (C-SEAP), and the Colorado Equity Office.
- 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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$230,446,221	\$22,926,329	\$11,477,215	\$196,042,677	\$0	424.8
S.B. 23-127 (Supplemental)	5,629,163	1,205,212	341,469	4,082,482	0	8.8
Other legislation	6,943,125	4,656,864	389,406	1,896,855	0	18.4
TOTAL	\$243,018,509	\$28,788,405	\$12,208,090	\$202,022,014	\$0	452.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$243,018,509	\$28,788,405	\$12,208,090	\$202,022,014	\$0	452.0
R1 COE common policy	0	(233,687)	41,392	192,295	0	0.0
R2 Labor Relations Services resources	1,075,775	1,075,775	0	0	0	11.7
R3 COWINS Partnership Agreement implementation resources	4,231,562	4,231,562	0	0	0	48.3
R4 Centralized sustainability office	0	0	0	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
R6/BA3 Capitol Complex staffing	511,455	0	0	511,455	0	6.8
R7 State Fleet Management staffing	153,408	0	0	153,408	0	1.8
R8 Transfer of Performance Budgeting system	105,562	0	0	105,562	0	1.0
R9 OAC case management system upgrade	219,000	0	219,000	0	0	0.0
R10 IDS inserter equipment	0	0	0	0	0	0.0
R11 Employee engagement survey vendor	85,000	85,000	0	0	0	0.0
R12 Annual fleet vehicle replacements	1,798,437	0	0	1,798,437	0	0.0
BA4 Capitol Complex operating expenses and common policy adjustment	483,409	0	0	483,409	0	0.0
BA5 Risk Management legal services correction	(1,059,139)	(93,783)	(1,014)	(964,342)	0	0.0
BA6 CSEAP technical correction	0	0	0	0	0	0.0
Statewide BA2 Operating expenses inflationary adjustments	0	0	0	0	0	0.0
Staff-initiated Supplier Database Cash Fund waiver	0	0	0	0	0	0.0
Centrally appropriated line items	14,155,719	7,329,512	445,174	6,381,033	0	6.0
Risk Management base adjustment	5,958,829	0	0	5,958,829	0	0.0
CORE operations base adjustment	490,940	0	2,176,300	(1,685,360)	0	0.0
Non-prioritized requests	3,217,277	57,961	2,661	3,156,655	0	0.0
Indirect cost assessment	331,445	(762,390)	35,276	1,058,559	0	0.0
Capital Complex leased space base adjustment	266,163	0	3,438,374	(3,172,211)	0	0.0
Annualize prior year budget actions	446	219,821	(243,029)	23,654	0	0.0
Procurement card rebate refinance	0	(100,000)	100,000	0	0	0.0
Annualize prior year legislation	(9,088,257)	(3,559,920)	(650,982)	(4,877,355)	0	(6.1)
Technical adjustments	(923,855)	(785,076)	(138,779)	0	0	0.0
TOTAL	\$265,031,685	\$36,253,180	\$17,632,463	\$211,146,042	\$0	521.5
INCREASE/(DECREASE)	\$22,013,176	\$7,464,775	\$5,424,373	\$9,124,028	\$0	69.5
Percentage Change	9.1%	25.9%	44.4%	4.5%	n/a	15.4%
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$31,213,232	\$29,048,321	\$535,783	\$1,629,128	\$0	33.6

DESCRIPTION OF INCREMENTAL CHANGES

R1 COE COMMON POLICY [REQUIRES LEGISLATION]: The recommendation is to deny the request to shift the Center for Organizational Effectiveness’ funding to a common policy cost-sharing methodology. Alternatively, staff recommends that the program transition back to a fee-for-service business model and receive a partial General Fund subsidy equal to half of the program’s annual appropriation. Staff recommends a decrease of \$233,687 General Fund, an increase of \$41,392 cash funds, and an increase of \$192,295 reappropriated funds.

R2 LABOR RELATIONS SERVICES RESOURCES: The recommendation includes an increase of \$1.1 million General Fund and 11.7 FTE in FY 2023-24 to provide additional support with the negotiations and implementation of the COWINS Partnership Agreement and related State Entity Agreements. The recommendation annualizes to \$1.2 million General Fund and 13.0 FTE in FY 2024-25. Additionally, staff recommends the non-prioritized request in the Governor Office.

R2 – FY 2023-24 RECOMMENDATION AND FY 2024-25 ANNUALIZATION		
DEPARTMENT/COST COMPONENT	FY 2023-24	FY 2024-25
	GENERAL FUND	GENERAL FUND
<i>Personnel</i>		
Personal services	\$911,485	\$994,347
FTE	11.7	13.0
Centrally appropriated costs	0	236,406
Operating expenses	164,290	17,550
Sub-total	\$1,075,775	\$1,248,303
<i>Governor's Office</i>		
Personal services	\$284,757	\$288,054
FTE	2.7	3.0
Centrally appropriated costs	0	60,059
Operating expenses	77,420	30,730
Sub-total	362,177	378,843
Total	\$1,437,952	\$1,627,146

R3 COWINS PARTNERSHIP AGREEMENT AMENDMENTS: The recommendation includes:

- Approval of an appropriation of \$4,231,562 General Fund and 48.3 FTE in FY 2023-24 for implementation support of the Article 31.6 pay step plan, which represents the annualization of the Committee’s supplemental funding decision addressing this request. The recommendation annualizes to \$2.5 million General Fund and 29.2 FTE in FY 2024-25 \$257,830 General Fund and 1.0 FTE in FY 2025-26 and ongoing.
- Denial of all other requested appropriations.

RECOMMENDATION - R3 COWINS PARTNERSHIP AGREEMENT IMPLEMENTATION RESOURCES				
REQUEST ELEMENT	FY 2023-24		FY 2024-25	
	GENERAL FUND	FTE	GENERAL FUND	FTE
Article 31.6 pay step plan implementation ¹	\$4,231,562	48.3	\$2,499,667	29.2
Professional development pay	0	0.0	0	0.0
Statewide recruitment, marketing, & branding	0	0.0	0	0.0

RECOMMENDATION - R3 COWINS PARTNERSHIP AGREEMENT IMPLEMENTATION RESOURCES				
REQUEST ELEMENT	FY 2023-24		FY 2024-25	
	GENERAL FUND	FTE	GENERAL FUND	FTE
Leadership training	0	0.0	0	0.0
Total	\$4,231,562	48.3	\$2,499,667	29.2

1 Please note that this value have been updated since staff's supplemental presentation on January 24, 2023.

R3 - FY 2023-24 RECOMMENDATION AND FY 2024-25 ANNUALIZATION ¹		
COST COMPONENTS	FY 2023-24	FY 2024-25
Personal services	\$3,061,302	\$1,857,481
FTE	48.3	29.2
Centrally appropriated costs	818,385	502,766
Operating expenses	351,875	139,420
Total	\$4,231,562	\$2,499,667

¹ Please note that these values have been updated since staff's supplemental presentation on January 24, 2023.

R4 CENTRALIZED SUSTAINABILITY OFFICE: The recommendation is to deny the request. The Department seeks \$478,234 General Fund and 3.2 FTE in FY 2023-24 to create a central Sustainability Office within the Department to coordinate and implement sustainability practices across state agencies.

R5 STATEWIDE CENTRAL SERVICES SUPPORT: The recommendation is to deny the request. The Department seeks \$2.1 million General Fund and 15.7 FTE in FY 2023-24 to provide additional administrative, human resources, financial operations and reporting, procurement and contract support, and vendor engagement. Of this amount, the Department would use \$50,000 to support various business operation digital transformation activities.

R6/BA3 CAPITOL COMPLEX STAFFING: The recommendation includes an increase of \$\$511,455 reappropriated funds and 6.8 FTE in FY 2023-24. The additional staffing resources are to address an increase in ongoing maintenance and groundskeeping work, as well as to accommodate heightened cleaning duties in the Capitol during legislative session to address an increase in small, ad hoc events. The request also includes non-prioritized request affecting multiple departments statewide, as well as having an impact on the Capitol Complex leased space common policy.

R6/BA3 - FY 2023-24 RECOMMENDATION AND FY 2024-25 ANNUALIZATION		
	FY 2023-24	FY 2024-25
Personal services	\$406,456	\$443,406
FTE	6.8	7.5
Operating expenses	74,834	15,225
Centrally appropriated costs	0	125,971
Contract costs	30,165	30,165
Total	\$511,455	\$614,767

* All dollar amounts are from reappropriated funds.

R7 STATE FLEET MANAGEMENT STAFFING: The recommendation includes an increase of \$153,408 reappropriated funds and 1.8 FTE in FY 2023-24 to address workload increases in the management of the State's fleet of vehicles. Of this amount, the \$17,021 is to promote and retain existing staff that

have developed and demonstrated an aptitude to manage the increasing complexity related to fleet management.

R7 STATE FLEET MANAGEMENT STAFFING – FY 2023-24 RECOMMENDATION AND FY 2024-25 ANNUALIZATION ¹		
	FY 2023-24	FY 2024-25 AND ONGOING
Personal services	\$120,617	\$148,604
FTE	1.8	2.0
Operating expenses	15,770	2,700
Retention incentives	17,021	0
Centrally appropriated costs	0	34,321
Total	\$153,408	\$185,625

¹ All dollar amounts are from reappropriated funds.

R8 TRANSFER OF PERFORMANCE BUDGETING SYSTEM: The recommendation includes an increase of \$105,562 reappropriated funds and 1.0 FTE in FY 2023-24 and ongoing to transfer the management of the State’s Performance Budgeting system from the Governor’s Office to the Office of the State Controller. The recommendation also includes approval of non-prioritized request affecting multiple departments and a reduction of \$105,562 General Fund and 1.0 FTE in the Governor’s Office of State Planning and Budgeting.

R9 OAC CASE MANAGEMENT SYSTEM UPGRADE: The recommendation includes an increase of \$219,000 cash funds in FY 2023-24 to upgrade the Office of Administrative Courts case management system. The recommendation annualizes to \$21,000 reappropriated funds in FY 2024-25 and ongoing.

R10 IDS INSERTER EQUIPMENT: The recommendation includes a budget neutral shift of \$307,243 reappropriated funds between line items within Integrated Document Solutions (IDS) in FY 2023-24 and ongoing for the lease-purchase of a new high-volume printing inserter to replace the currently underperforming equipment. The recommended spending authority increase will finance a 10-year lease-purchase agreement for the new equipment, terminating in 2033.

R11 EMPLOYEE ENGAGEMENT SURVEY VENDOR: The recommendation includes an increase of \$85,000 General Fund in FY 2023-24 to address increased vendor costs for the biennial Employee Engagement Survey, which gives state employees the opportunity to provide operational feedback.

R12 ANNUAL FLEET VEHICLE REPLACEMENTS: The recommendation includes an increase of \$1.8 million reappropriated funds to replace 416 vehicles in the State’s fleet. The recommendation includes 273 alternative fuel vehicles (including 158 electric vehicles), 143 standard vehicles, and 4 State Patrol motorcycles with miles that exceed 40,000 miles. The staff recommendation utilizes the prioritization list created by the State Fleet program staff. The recommendation requires an increase of \$349,997 total funds, including a decrease of \$53,621 General Fund, allocated to user agencies.

BA4 CAPITOL COMPLEX OPERATING EXPENSES AND COMMON POLICY ADJUSTMENT: The recommendation includes an increase of \$483,409 reappropriated funds. This includes a \$228,409 inflationary base-building increase and an increase of \$255,000 for annual fire alarm testing. The inflationary adjustment is based on a running three-year annual average rate of change in actual maintenance contract expenditures, which staff recommends be built into the Capitol Complex Leased

Space common policy as an annual adjustment to operating expenses. The recommendation also includes the discontinuation in of the annualizations of the FY 2022-23 R7 (Capitol Complex Leased Space contract and safety resources) starting in FY 2024-25.

BA5 RISK MANAGEMENT LEGAL SERVICES CORRECTION: The recommendation includes a reduction of \$1,059,139 total funds, including \$93,783 General Fund, to address a technical correction to legal services appropriations requested for the Worker's Compensation and Payment to Risk Management and Property Funds common policies, as well as the Department's central legal services appropriations.

BA6 CSEAP TECHNICAL CORRECTION: The recommendation includes a budget neutral shift of \$38,000 reappropriated funds from Colorado State Employees Assistance Program's (CSEAP's) Operating Expenses line item to its Personal Services line item.

STATEWIDE BA2 OPERATING EXPENSES INFLATIONARY ADJUSTMENTS: The recommendation is to deny the Office of State Planning and Budgeting's (OSPb's) request for \$19,125,034 total funds, including \$3,915,526 General Fund, for an 9.0 percent across-the-board inflationary adjustment to select Operating Expenses line item statewide in FY 2023-24 and ongoing.

STAFF-INITIATED SUPPLIERS DATABASE CASH FUND WAIVER: The recommendation is for the Committee grant the Supplier Database Cash Fund (Section 24-10-202.5 (2)(a), C.R.S., a two-year waiver from the maximum reserve requirement set by Section 24-75-402 (2)(e.5), C.R.S.

CENTRALLY APPROPRIATED LINE ITEMS: The request includes adjustments to centrally appropriated line items for the following: state contributions for health, life, and dental benefits; short-term disability; paid family and medical leave insurance; supplemental state contributions to the Public Employees' Retirement Association (PERA) pension fund; shift differential; salary survey; temporary employees related to authorized leave, workers' compensation; legal services; administrative law judges; payment to risk management and property funds; vehicle lease payments, Capitol complex leased space; payments to the Governor's Office of Information Technology (OIT); statewide training; and CORE operations.

RISK MANAGEMENT BASE ADJUSTMENT: The request includes an increase of \$5,958,829 reappropriated funds for adjustments to the Risk Management program for anticipated payments to be required by the liability, property, and workers' compensation components of the common policies. This increase is driven primarily by increases in property policies, liability legal services, and liability claims.

CORE OPERATIONS BASE ADJUSTMENT: The request includes an increase \$490,940 total funds, including an increase of \$2.2 million cash funds and a decrease of \$1.7 million reappropriated funds, for CORE operations base adjustments.

NON-PRIORITIZED REQUESTS: The request includes the following non-prioritized request items, which are linked to decision items in other departments and common policy decisions.

NON-PRIORITIZED REQUESTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
NPBA6 PHE funding	\$2,709,304	\$0	\$0	\$2,709,304	\$0	0.0
Statewide operating expenses inflation	499,062	54,853	2,340	441,869	0	0.0
DPA COE common policy	5,928	2,067	213	3,648	0	0.0
DPA Transfer perf. budgeting to DPA	2,983	1,041	108	1,834	0	0.0
TOTAL	\$3,217,277	\$57,961	\$2,661	\$3,156,655	\$0	0.0

INDIRECT COST ASSESSMENT: The request includes a net increase of \$331,445 total funds, including a decrease of \$762,390 General Fund, for adjustments to indirect costs across the Department.

CAPITOL COMPLEX LEASED SPACE BASE ADJUSTMENT: The request includes an increase of \$266,163 total funds, including an increase of \$4.0 million cash funds and a decrease of \$3.7 million reappropriated funds, for base adjustments to the Capitol Complex leased space common policy.

ANNUALIZE PRIOR YEAR BUDGET ACTIONS: The request includes a net increase of \$446 total funds for prior year budget actions, summarized in the following table.

ANNUALIZE PRIOR YEAR BUDGET ACTIONS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 13-14 CP2 employee engagement Survey	\$215,000	\$215,000	\$0	\$0	\$0	0.0
FY 20-21 R2 Telematics for state fleet vehicle	214,539	0	0	214,539	0	0.0
FY 22-23 NPBA1 Colorado WINS Partnership Agreement	76,391	31,288	2,499	42,604	0	0.0
FY 22-23 R7 CCLS Svc Cont	54,472	0	(245,528)	300,000	0	0.0
FY 21-22 R4 OAC translation services	35,000	0	0	35,000	0	0.0
FY 22-23 R8 IDS infrastructure refresh	0	0	0	0	0	0.0
FY 22-23 BA4 HCPF pub health emergency end	(295,300)	0	0	(295,300)	0	0.0
FY 22-23 BA3 IDS spending authority	(273,189)	0	0	(273,189)	0	0.0
FY 22-23 Governor's transition funding	(25,000)	(25,000)	0	0	0	0.0
FY 22-23 salary survey	(1,319)	(1,319)	0	0	0	0.0
FY 22-23 R5 Equity for people with disabilities	(79)	(79)	0	0	0	0.0
FY 22-23 R10 Tuition reimbursement program	(69)	(69)	0	0	0	0.0
TOTAL	\$446	\$219,821	(\$243,029)	\$23,654	\$0	0.0

PROCUREMENT CARD REBATE REFINANCE: The request includes a net-zero refinance of \$100,000 General Fund with an equivalent amount of cash funds from rebates anticipated from the state purchasing card program. The Procurement Card Program has realized an increase in rebate revenue, which is used to offset General Fund.

ANNUALIZE PRIOR YEAR LEGISLATION: The request includes a net decrease of \$3.5 million total funds to reflect the FY 2023-24 impact of bills passed in previous sessions, summarized in the following table.

ANNUALIZE PRIOR YEAR LEGISLATION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
SB 13-276 Disability Investigational And Pilot Support Fund	\$82,000	\$0	\$82,000	\$0	\$0	0.0
SB 22-051 Policies to reduce emissions from built environment	81,966	81,121	0	845	0	1.0
HB 22-1325 Primary care alternative payment models	18,593	18,593	0	0	0	0.3
HB 22-1007 Assistance landowner wildfire mitigation	664	0	0	664	0	0.0
HB 22-1083 Colorado homeless contribution income tax credit	428	0	0	428	0	0.0
HB 21-1303 Global warming potential for public project materials	0	0	0	0	0	0.1
SB 22-097 Whistleblower protection health/safety	0	(228,499)	0	228,499	0	0.0
SB 22-206 Disaster preparedness and recovery resources	0	0	(19,334)	19,334	0	0.0
SB 23-127 (Supplemental bill)	(5,629,163)	(1,205,212)	(341,469)	(4,082,482)	0	(8.8)
SB 22-233 TABOR refund mechanism for FY 2021-22 only	(1,715,635)	0	0	(1,715,635)	0	0.0
SB 22-193 Air quality improvement investments	(750,000)	(750,000)	0	0	0	0.0
HB 22-1397 Statewide equity office	(458,744)	(458,744)	0	0	0	0.9
HB 21-1311 Income tax	(252,574)	0	0	(252,574)	0	0.0
SB 22-163 Establish State procurement equity program	(212,651)	(1,174,013)	0	961,362	0	0.4
SB 14-214 PERA studies conducted by actuarial firm	(125,000)	(125,000)	0	0	0	0.0
SB 22-217 Programs that benefit persons with disabilities	(65,545)	0	(65,545)	0	0	0.0
SB 22-130 State entity authority for public-private partnerships	(18,600)	288,034	(306,634)	0	0	0.0
SB 22-013 Boards and commissions	(14,105)	0	0	(14,105)	0	0.0
HB 22-1026 Alternative transportation options tax credit	(12,194)	0	0	(12,194)	0	0.0
HB 22-1205 Senior housing income tax credit	(11,165)	0	0	(11,165)	0	0.0
HB 22-1337 State Personnel Director's compensation report	(6,200)	(6,200)	0	0	0	0.0
HB 22-1010 Early childhood educator income tax credit	(332)	0	0	(332)	0	0.0
TOTAL	(\$9,088,257)	(\$3,559,920)	(\$650,982)	(\$4,877,355)	\$0	(6.1)

TECHNICAL ADJUSTMENTS: The request includes a net decrease of \$1.0 million total funds for technical adjustments, summarized in the following table.

TECHNICAL ADJUSTMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROP. FUNDS	FEDERAL FUNDS	FTE
CO state archive digital storage	\$57,834	\$57,834	\$0	\$0	\$0	0.0
OSA software	3,689	3,689	0	0	0	0.0
ADL equiv. payments	(985,378)	(846,599)	(138,779)	0	0	0.0
TOTAL	(\$923,855)	(\$785,076)	(\$138,779)	\$0	\$0	0.0

MAJOR DIFFERENCES FROM THE REQUEST

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

- the denial and substitute recommendation regarding the R1 (COE common policy) request to change the COE funding mechanism to a common policy;
- the denial of the R3 (COWINS Partnership Agreement implementation resources) request for \$25.0 million General Fund in FY 2023-24 and FY 2024-25 for non-negotiated operational elements related to the COWINS Partnership Agreement;
- the denial of the R4 (Centralized sustainability office) request to appropriate General Fund to support the creation of a centralized sustainability office in the Executive Director's Office;
- the denial of the R5 (Statewide center services staffing) request for appropriations to support additional staffing resources in the Executive Director's Office, the Division of Human Resources, and the Division of Accounts and Control; and
- a reduced recommendation for R12 (Annual Fleet Vehicle request), the Department requested replacement of 583 total vehicles and the staff recommendation is to replace 416 total vehicles.

DECISION ITEMS AFFECTING OTHER DEPARTMENTS

→ STATEWIDE BA2 OPERATING EXPENSES INFLATIONARY ADJUSTMENTS

REQUEST: The Office of State Planning and Budgeting (OSPB) requests \$19,125,034 total funds, including \$3,915,526 General Fund, for an 9.0 percent across-the-board inflationary adjustment to select Operating Expenses line item statewide in FY 2023-24 and ongoing. This request excludes the Judicial and Legislative Branches, Independent Agencies, and institutions of higher education. This request is identified as theory-informed.

The requested funding is distributed across the budgets of all state agencies at a rate of 9.0 percent growth, based on FY 2022-23 appropriations, for operating expenses that have experienced significant inflation over the past five years. These operating expense appropriations historically had received regular inflationary adjustments, but have remained nominally flat for at least the past five years. The total compounded inflation estimate from 2017 to 2022 is 19.4 percent, based on the Denver-Aurora-Lakewood consumer price index.¹ During this period, state agencies' operating expenses have remained nominally flat. While departments have managed their finances carefully to operate within their spending authority in these years, significant recent inflation has put upward pressures on operating expenses. To be able to manage the cumulative impact of these years of inflation, OSPB requests additional spending authority to continue their operations efficiently and maintain capacity.

RECOMMENDATION: **Staff recommends denial of the request.**

EVIDENCE LEVEL: The Office of State Planning and Budgeting indicates that this request item is theory-informed, but staff believes that an evidence level is not applicable in this circumstance. When a request item is designated 'theory-informed' it means that the program "reflects a moderate to low or promising level of confidence of effectiveness, ineffectiveness, or harmfulness as determined by tracking and evaluating performance measures including pre- and post-intervention evaluation of program outcomes, evaluation of program outputs, identification and implementation of a theory of change, or equivalent measures." (Section 2-3-210 (2)(f), C.R.S.)

ANALYSIS: As a means to assess the validity of OSPB's request, staff provides the following reversion analysis of four line items in the Department of Personnel identified by OSPB as requiring the requested adjustment. Additionally, staff requested statewide data on actual expenditures for select operating expenses for FY 2020-21 through FY 2022-23 to-date. This data is used to assess any recent expenditure trends for specific operating expenses that are more susceptible to inflationary pressures, as well as to establish a methodological framework that the Executive Branch could use to make department-specific request for operating expenses adjustments in future budget cycles.

REVERSION ANALYSIS: A CASE STUDY

The reversion analysis covers six fiscal years, from FY 2016-17 through FY 2021-22 and examines the Operating Expenses line items for the following programs or divisions: the Executive Director's

¹ U.S. Bureau of Labor Statistics, *All item in Denver-Aurora-Lakewood, CO, all urban consumers, not seasonally adjusted*, Series ID: CUURS48BSA0, CUUSS48BSA0, February 21, 2023.

https://data.bls.gov/pdq/SurveyOutputServlet?data_tool=dropmap&series_id=CUURS48BSA0,CUUSS48BSA0

office, the Colorado State Employee Assistance Program (CSEAP), Facilities Maintenance - Capitol Complex, and Fleet Management.

From FY 2016-17 to FY 2021-22, the appropriations to the Executive Director’s Office for operating expenses decreased by 1.4 percent, while expenditures decreased by 2.4 percent. For each of the fiscal years examined, the Executive Director’s Office reverted appropriations from their Operating Expenses line item. The six-year average reversion is \$10,550 total funds; OSPB requests an increase of \$9,287 total funds.

EXECUTIVE DIRECTOR'S OFFICE OPERATING EXPENSES LINE ITEM REVERSIONS					
FISCAL YEAR	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS
FY 2016-17	\$5,178	\$0	\$5,178	\$0	\$0
FY 2017-18	761	0	276	485	0
FY 2018-19	2,689	0	237	2,452	0
FY 2019-20	19,192	0	253	18,939	0
FY 2020-21	29,420	0	475	28,945	0
FY 2021-22	6,057	0	475	5,582	0
6-year average	\$10,550	\$0	\$1,149	\$9,401	\$0

From FY 2016-17 to FY 2021-22, the appropriations to the Colorado State Employee Assistance Program for operating expenses decreased by 52.1 percent, while expenditures decreased by 59.3 percent. For each of the fiscal years examined, CSEAP reverted appropriations from their Operating Expenses line item. The six-year average reversion is \$7,956 total funds; OSPB requests an increase of \$11,816 total funds.

CSEAP OPERATING EXPENSES LINE ITEM REVERSIONS					
FISCAL YEAR	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS
FY 2016-17	\$1,114	\$0	\$0	\$1,114	\$0
FY 2017-18	11,082	11,082	0	0	0
FY 2018-19	854	0	0	854	0
FY 2019-20	19,911	0	0	19,911	0
FY 2020-21	3,742	0	0	3,742	0
FY 2021-22	11,033	0	0	11,033	0
6-year average	\$7,956	\$1,847	\$0	\$6,109	\$0

From FY 2016-17 to FY 2021-22, the appropriations to Fleet Management for operating expenses increased by 225.1 percent, while expenditures increased by 105.3 percent. For each of the fiscal years examined, Fleet Management reverted appropriations from their Operating Expenses line item. The six-year average reversion is \$207,334 total funds; OSPB requests an increase of \$135,524 total funds.

FLEET MANAGEMENT OPERATING EXPENSES LINE ITEM REVERSIONS					
FISCAL YEAR	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS
FY 2016-17	\$69,402	\$0	\$0	\$69,402	\$0
FY 2017-18	45,789	0	0	45,789	0
FY 2018-19	29,681	0	0	29,681	0
FY 2019-20	181,775	0	0	181,775	0
FY 2020-21	347,203	0	0	347,203	0
FY 2021-22	570,156	0	0	570,156	0
6-year average	\$207,334	\$0	\$0	\$207,334	\$0

From FY 2016-17 to FY 2021-22, the appropriations to Facilities Maintenance - Capitol Complex for operating expenses increased by 3.1 percent, while expenditures increased by 2.1 percent. For each of the fiscal years examined, Facilities Maintenance - Capitol Complex reverted appropriations from their Operating Expenses line item. The six-year average reversion is \$95,946 total funds; OSPB requests an increase of \$272,017 total funds.

Facilities Management - Capitol Complex Operating Expenses Line Item Reversions					
Fiscal Year	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds
FY 2016-17	\$50,514	\$0	\$0	\$50,514	\$0
FY 2017-18	85,775	0	0	85,775	0
FY 2018-19	338,353	0	301,018	37,335	0
FY 2019-20	23,104	0	0	23,104	0
FY 2020-21	368	0	0	368	0
FY 2021-22	77,564	76,369	0	1,195	0
6-year average	\$95,946	\$12,728	\$50,170	\$33,049	\$0

METHODOLOGY CONSIDERATIONS FOR FUTURE DEPARTMENTAL REQUESTS

Each year, the Executive Branch submits documentation detailing two years of actual expenditures by object code (Schedule 14B). Object codes are specific to the type of expenditure. For instance, code 2160 is used to record the purchase of custodial, cleaning, and waste disposal services. This granularity of detail allows for the analysis of specific expenditures down to the line item level. The Schedule 14B is an annual schedule provided to JBC staff from the Executive Branch and, in scenarios like this one, is of great assistance in assessing expenditures trends.

The intent of this review was to provide a methodological framework for possible future, department-specific operating expenses appropriations adjustments. When considering object codes, staff selected codes within the 2000 and 3000 ranges, which captures most standard operating expenses; there are an estimated 100 object codes within these ranges. Each code is associated with a particular expense type and staff requested expenditure data for 16 codes, roughly grouped into Goods and Services, Travel, and Energy.

OPERATING EXPENSES OBJECT CODES REVIEWED	
GOODS AND SERVICES	
2160	Custodial/Cleaning/Waste Disposal Services
3113	Clothing and Uniform Allowance
3118	Food and Food Service Supplies
3121	Office Supplies
TRAVEL	
2252	Rental/Motor Pool Mile Charge
2513	In-State Employee Mileage Reimbursement
2517	EV Charging Employee Reimbursement
3112	Automotive Supplies
3950	Gasoline
ENERGY	
3910	Energy Charges - Other
3920	Bottled Gas
3930	Coal
3940	Electricity
3960	Heating Oil
3970	Natural Gas
3980	Steam

Given the volume of data and the time limitations for this particular analysis, staff attempted to examine expenditures trends for the selected object codes at the statewide level. Unfortunately, the data provided staff for object code expenditures from FY 2020-21 through FY 2022-23 (to date) included apparent duplicate and offsetting expenditure entries. By way of example, the first several rows in the FY 2020-21 data set provided to staff included offsetting \$7.50 expenditures and refunds for object code 2160. The end result being that staff lacked the confidence in the aggregated figures that resulted from the data analysis. As such, staff did not include a summary table of expenditures by object code by fiscal year.

Despite the data infidelity, staff does believe that the use of object code expenditure data should be a central pillar of any Executive Branch request seeking additional appropriations for operating expenses. Basing funding requests on trends in actual expenditures, rather than on appropriations, is a better baseline for determining actual programmatic need. As the reversion analysis above suggests, many of the line items identified by OSPB's request may actually have a history of reverting excess appropriations. The requested 9.0 percent inflationary adjustment, based on FY 2022-23 appropriations, does not take into account any actual expenditure data. Neither does it account for the high degree of variability in need at the department-level.

While a request of this type is not completely without merit, it is evident that OSPB and the Governor's Office was reacting to a point-in-time concern. This request could benefit from additional time and consideration of the complexities such request presents. The most recent inflationary data provided in the Denver-Aurora-Lakewood consumer price index shows an easing of inflation; January's annual inflation eased to 6.4 percent, year-over-year.

→ R1 COE COMMON POLICY [REQUIRES LEGISLATION]

REQUEST: The Department request includes a decrease of \$467,374 General Fund, offset by an increase of \$41,392 cash funds and \$425,982 reappropriated funds, to change the funding model of the Department's Center for Organizational Effectiveness (COE) from a fee-for-service program to a common policy in FY 2023-24. The request annualized to \$482,374 reappropriated funds in FY 2024-25. The request also includes non-prioritized request affecting multiple departments statewide. The Department identifies this request as theory-informed.

RECOMMENDATION: **Staff recommends denial of the request.** Alternatively, staff recommends that the program transition back to a fee-for-service business model and receive a partial General Fund subsidy equal to half of the program's annual appropriation. In isolation of other requests that affect this program, **staff recommends a decrease of \$233,687 General Fund, an increase of \$41,392 cash funds, and an increase of \$192,295 reappropriated funds.**

EVIDENCE LEVEL: The Department indicated that this request item is evidence-informed, but staff disagrees with this designation. When a request item is designated 'evidence-informed' it means that the program "reflects a moderate, supported, or promising level of confidence related to the effectiveness, ineffectiveness, or harmfulness as determined by an evaluation with a comparison group, multiple pre- and post-evaluations, or an equivalent measure." (Section 2-3-210 (2)(a), C.R.S.)

ANALYSIS: The Center for Organizational Effectiveness, authorized by Section 24-50-122, C.R.S., is housed in the Division of Human Resources within the Department of Personnel (DPA) and supported by the Professional Development Center Cash Fund. The Center offers training and professional development opportunities for State employees, including direct training in leadership coaching, workforce competencies, self-awareness assessments, and coordinates compliance training. Training has traditionally been offered three ways: internal classes, vendor classes, and dedicated agency contracts for specialized courses. There are also many courses offered by external vendors that have been tailored for the State, particularly in the area of supervision, for which fees are charged. If COE's offerings do not meet the specific needs of a department, the department may seek a waiver from COE to pursue contracted employee training through an approved vendor.² The Department reports that in FY 2021-22, 1,061 people attended COE trainings; this represents less than 4.0 percent of state employees, assuming each attendee was a unique individual.

COE PARTICIPANTS BY DEPARTMENT FY 2013-14 TO FY 2022-23											
DEPARTMENT	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23*	TOTAL
Agriculture	84	23	8	42	19	11	36	13	30	4	270
Correction	9	12	5	20	4	0	9	7	17	7	90
Education	36	52	36	9	16	17	12	6	27	9	220
Health Care Policy and Finance	9	43	12	9	6	4	18	5	45	25	176
Higher Education	304	130	151	58	73	27	93	19	72	25	952
Human Services	52	78	25	48	21	25	24	6	61	19	359
Judicial	0	2	0	0	2	2	1	0	0	0	7
Labor and Employment	36	7	5	15	13	1	11	0	21	10	119
Law	1	10	3	4	1	0	101	4	17	7	148
Legislative	0	0	0	0	0	0	11	0	0	0	11
Local Affairs	15	72	42	20	26	11	33	7	21	17	264
Military and Veterans Affairs	35	12	7	5	21	9	28	34	5	10	166
Natural Resources	185	212	91	52	29	13	46	17	139	176	960
Office of Information Technology	17	101	195	89	6	1	68	12	54	2	545
Office of the Governor	56	39	42	21	3	4	24	5	1	30	225
Personnel	38	71	1	37	5	12	51	22	41	27	305
Public Health and Environment	176	117	69	107	72	8	165	12	341	249	1,316
Public Safety	295	270	45	107	37	78	52	48	61	35	1,028
Regulatory Agencies	25	138	61	16	4	1	11	1	17	20	294
Revenue	109	230	41	8	44	14	65	6	45	89	651
State	37	168	57	21	39	27	61	3	6	4	423
Transportation	20	106	16	1	5	10	30	9	14	11	222
Treasury	1	1	0	0	0	0	0	0	2	1	5
Other	16	15	16	26	7	9	16	2	24	26	157
Total	1,556	1,909	928	715	453	284	966	238	1,061	803	8,913

* Data as of December 2022.

The Center has identified key learning and development leaders across state agencies and has created a training advisory council called the Learning Leader Community. Once a quarter, the COE hosts the council to discuss learning and development best practices, shared training needs, and identify agency and statewide needs. This allows COE to identify trends, assess programs, and provide the

² Center for Organizational Effectiveness program information and course offerings can be found here: <https://dhr.colorado.gov/state-employees/center-for-organizational-effectiveness>.

most effective and appropriate methods of learning and development statewide. In a recent meeting, the Training Advisory Council stressed the need for mandatory baseline trainings for state employees.

The Center also conducts outreach and marketing, primarily through quarterly meetings with two stakeholder groups: Learning Leader Community and Learning Management System Administrators. In these meetings, staff discuss training projects and build working relationships with agencies contacts. In addition to these meetings, the Center publishes three quarterly newsletters. At the end of each class offered by the Center, participants are informed of other related courses.

BACKGROUND

Prior to FY 2019-20, the COE struggled to generate enough revenue to over expenditures. The program earned between 25.0-40.0 percent of its annual revenue through direct training opportunities for which participants signed up directly through the COE website. The remainder of its annual revenue was earned from contracting with state agencies who expressed a need for agency-wide training topics, such as hosting effective online meetings and providing customer service. Approximately 60.0-80.0 percent of annual revenue was earned in the second half of the fiscal year. This is when most state departments were able to project their remaining operating budgets and were willing to contract with the COE for training.

PROFESSIONAL DEVELOPMENT CENTER CASH FUND							
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	APPROP.
Beginning balance	\$270,471	\$178,031	\$78,972	\$20	\$1	\$109,081	\$118,478
Revenue from fees	817,402	1,491,065	1,118,445	481,837	314,086	9,397	0
Expenditures	909,842	1,590,124	1,197,397	896,697	205,006	0	0
Surplus/(deficit)	(\$92,440)	(\$99,059)	(\$78,952)	(\$414,860)	\$109,080	\$9,397	\$0
			General Fund subsidy	\$414,841	\$361,386	\$461,674	\$473,158

The second half of FY 2019-20 was particularly troublesome for the COE due to the economic crisis caused by the COVID-19 pandemic, which affected the State and its programs beginning March 2020. Under normal circumstances, departments would have had funds to spend on in-person training programs from March to July 2020. However, during that period many of their employees began to work from home on a day-to-day basis. Furthermore, departments were being directed to limit spending and propose cuts to their budgets to address the anticipated revenue reductions caused by the economic fallout from COVID-19. As a result, the COE experienced a 56.9 percent drop in revenue in FY 2019-20 from the previous fiscal year, while the Center was only able to reduce expenditures by 25.1 percent. This combination caused the Professional Development Center Cash Fund to end FY 2019-20 with a deficit.

The General Assembly has provided the COE with General Fund since FY 2019-20, first as a partial subsidy then fully subsidizing the program. Senate Bill 21-048 (Supplemental Bill) provided supplemental General Fund appropriations in FY 2019-20 (\$414,841) and FY 2020-21 (\$361,386) to backfill the Professional Development Center Cash Fund and offset anticipated revenue loss in each fiscal year, respectively. Starting in FY 2021-22, the General Assembly funded the COE exclusively through General Fund appropriations. While receiving this General Fund subsidy, the COE made the decision not to charge fees for most training offered by their staff. As a result, the Professional Development Center Cash Fund's balance has remained relatively flat with a beginning balance of \$118,478 cash funds for FY 2022-23.

CHANGING THE COE TO A COMMON POLICY

The Department requests a program refinance to change the funding structure of the Center from a fee-for-service model to a common policy. The Department contends that a common policy funding structure will ensure that the fundamental training needs for each department are met and that state employees are receiving training using a consistent approach. The Department argues that the restructure will allow the COE to focus on courses that are necessary for state employees and will increase access to their services.

The Department proposes moving the funding source for COE to a common policy beginning in FY 2023-24. Common policies represent a standard method of determining the budget need, by department, for services that are centrally provided by DPA. Funding requests for these services are developed using a common methodology for each department. This ensures that consistent assumptions are used while developing budget requests for specific line item appropriations within individual departments. By utilizing a common policy methodology, the COE gains a reliable and stable funding source, addressing historic concerns about the viability of the program. The allocation base for the common policy would be the total program cost adjusted for a target Fund balance of 16.5 percent of projected expenditure, or an amount equal to the statutory cash fund uncommitted reserve established by Section 24-75-402 (2)(e.5) and (3), C.R.S.

COE COMMON POLICY COST BASIS FOR FY 2023-24	
Program costs	\$283,134
Remaining General Fund for FY 2022-23 Pay-date Shift	(15,000)
POTS	53,610
Indirect Cost Assessment Line Item	145,630
<i>Subtotal - Projected Expenses</i>	\$467,374
Fund balance target (16.5%)	77,117
Fund balance adjustment	(118,509)
Allocation base	\$425,982

The allocation base is then proportionally split amongst the various affected departments. The Department is proposing using the total state employee count, by department, to distribute the cost of the COE through a common policy. In their R1 request, the Department calculates there are 26,945 employees. However, due to the timing of writing budget requests, this count does not include employees at the Department of Early Childhood. JBC staff used the FTE count from the Department of Early Childhood’s FY 2023-24 request to modify the total state employee count provided by DPA. The following table details the obligation for each affected department under this common policy proposal.

R1 COE COMMON POLICY DEPARTMENT ALLOCATION							
DEPARTMENT	EMPLOYEE COUNT	ALLOCATION	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROP. FUNDS	FEDERAL FUNDS
Agriculture	394	1.5%	\$6,179	\$6,179	\$0	\$0	\$0
Corrections	5,695	21.0%	89,312	89,312	0	0	0
Early Childhood ¹	218	0.8%	3,419	3,419	0	0	0
Education	700	2.6%	10,978	0	0	10,978	0
Governor	1,210	4.5%	18,976	3,733	0	15,243	0
Health Care Policy and Financing	638	2.3%	10,005	3,689	1,091	392	4,833
Higher Education	224	0.8%	3,513	0	2,713	800	0
Human Services	4,621	17.0%	72,469	28,987	0	43,481	0

R1 COE COMMON POLICY DEPARTMENT ALLOCATION							
DEPARTMENT	EMPLOYEE COUNT	ALLOCATION	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROP. FUNDS	FEDERAL FUNDS
Labor and Employment	1,453	5.3%	22,787	1,880	8,554	110	12,243
Law	543	2.0%	8,516	2,250	1,120	4,845	301
Local Affairs	229	0.8%	3,591	1,065	729	1,164	633
Military and Veterans Affairs	185	0.7%	2,901	2,901	0	0	0
Natural Resources	1,788	6.6%	28,040	4,444	22,723	873	0
Personnel	375	1.4%	5,881	2,051	211	3,619	0
Public Health and Environment	1,755	6.5%	27,523	27,523	0	0	0
Public Safety	1,842	6.8%	28,887	7,849	19,738	1,300	0
Regulatory Agencies	567	2.1%	8,892	350	8,542	0	0
Revenue	1,508	5.6%	23,649	9,001	14,648	0	0
State	135	0.5%	2,117	0	2,117	0	0
Transportation	3,049	11.2%	47,816	0	47,816	0	0
Treasury	34	0.1%	533	325	208	0	0
Total	27,163	100.0%	\$425,983	\$194,958	\$130,210	\$82,805	\$18,010

¹ JBC staff assumed DEC funding would be exclusively General Fund for the purposes of this briefing.

IMPACT OF OTHER DEPARTMENT REQUESTS – R2 AND R3

Taken in isolation, the Department’s request to transition the COE from a fee-for-service model to a common policy seem almost innocuous. However, contained within their R2 (Labor union support team) request are elements that would expand the Center for Organizational Effectiveness and its cost basis. The Department’s R2 request includes an increase of \$220,365 General Fund and 1.8 FTE in FY 2023-24 for the COE, which would annualize to \$225,072 General Fund and 2.0 FTE in FY 2024-25 and ongoing. These FTE would create and provide training to departments and agencies to assist in the preparation for negotiating State Entity Agreements to the COWINS Partnership Agreement. These agreements are renegotiated approximately every three years. The Department believes that the COE is well positioned to assist affected agencies as a centralized training provider to ensure consistency in negotiations.

If the R1 and R2 requests are approved as submitted, JBC staff assumes that those aspects affecting the COE would be wrapped into the common policy cost basis and allocated to the various departments. Based on those assumptions, the COE common policy would increase to \$696,346 total funds, including \$318,694 General Fund.

R1 COE COMMON POLICY DEPARTMENT ALLOCATION - ASSUMING R2 APPROVAL AS REQUESTED							
DEPARTMENT	EMPLOYEE COUNT	ALLOCATION	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROP FUNDS	FEDERAL FUNDS
Agriculture	394	1.5%	\$51,497	\$10,101	\$10,101	\$0	\$0
Corrections	5,695	21.0%	744,348	145,996	145,996	0	0
Early Childhood ¹	218	0.8%	28,493	5,589	5,589	0	0
Education	700	2.6%	91,491	17,945	0	0	17,945
Governor	1,210	4.5%	158,149	31,019	6,102	0	24,918
Health Care Policy and Financing	638	2.3%	83,388	16,356	6,031	1,784	641
Higher Education	224	0.8%	29,277	5,742	0	4,435	1,307
Human Services	4,621	17.0%	603,974	118,463	47,385	0	71,078
Labor and Employment	1,453	5.3%	189,910	37,249	3,073	13,983	180
Law	543	2.0%	70,971	13,920	3,678	1,831	7,920
Local Affairs	229	0.8%	29,931	5,871	1,742	1,192	1,902
Military and Veterans Affairs	185	0.7%	24,180	4,743	4,743	0	0

R1 COE COMMON POLICY DEPARTMENT ALLOCATION - ASSUMING R2 APPROVAL AS REQUESTED							
DEPARTMENT	EMPLOYEE COUNT	ALLOCATION	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROP FUNDS	FEDERAL FUNDS
Natural Resources	1,788	6.6%	233,695	45,837	7,265	37,145	1,427
Personnel	375	1.4%	49,013	9,613	3,352	345	5,916
Public Health and Environment	1,755	6.5%	229,382	44,991	44,991	0	0
Public Safety	1,842	6.8%	240,753	47,221	12,831	32,265	2,126
Regulatory Agencies	567	2.1%	74,108	14,536	572	13,963	0
Revenue	1,508	5.6%	197,099	38,659	14,714	23,944	0
State	135	0.5%	17,645	3,461	0	3,461	0
Transportation	3,049	11.2%	398,511	78,164	0	78,164	0
Treasury	34	0.1%	4,444	872	531	340	0
Total	27,163	100.0%	\$3,550,260	\$696,346	\$318,694	\$212,852	\$135,359

¹ JBC staff assumed DEC funding would be exclusively General Fund for the purposes of this figure setting.

The Department’s R3 request includes an increase of \$2.5 million General Fund and 4.6 FTE in FY 2023-24 for the COE, which would annualize to \$2.5 million General Fund and 5.0 FTE in FY 2024-25 and ongoing. However, the Department indicates that this funding would not be subject to the common policy cost allocation methodology. The requested funding and FTE would function as organizational consultants focusing on leadership training, management coaching, change management related to employee retention. The leadership training would also attempt to develop courses to help state employees understand and navigate the compensation changes brought about but the amendments to the Partnership Agreement.

COMMON POLICY CRITERIA AND CONSIDERATIONS

When looking at both compensation and operating common policies, there are some common elements shared by all. Common policies help to manage obligatory, centralized expenditures and programs, such as Vehicle Lease Payments or Health, Life, and Dental. In the case of the proposed COE common policy, the programs and training offered by COE are voluntary; required trainings (e.g., compliance training) is generally managed by each individual agency or department. Creating a common policy for a strictly voluntary program would invariably lead to a portion of the departments subsidizing the training of employees not in their employ. With that acknowledge, the Department is considering avenues to require State employees in leadership and supervisory roles to take trainings exclusively through the COE. This change in practice has been mentioned several times, but is not a current policy and does not affect staff’s recommendation.

Common policies generally utilize an allocation methodology based on actual usage. For instance, only those departments that utilized Capitol Complex leased space are included in the allocation for that common policy. Under the proposed COE common policy, the allocation methodology is based on raw FTE count and does not take into consideration actual or potential usage of their programming by department. This, too, could create a scenario where a subset of departments pays for the training of employees not on their payroll.

Lastly, the size and scope of a program is a consideration when contemplating common policies. If, for the sake of argument, R1 and R2 are approved as submitted, then the COE common policy would be orders of magnitude smaller than every other common policy. Given the current size and statewide usage of the COE, a fee-for-service model may be more economical and equitable. Lastly, it should also be noted that the COE often grants waivers to agencies to seek training from outside sources

when the services sought by an agency are not within the scope of the training provided. From FY 2018-19 through November of 2022, 3,109 agency waivers were approved totaling \$37.0 million. This does not represent lost revenue to the COE, as the program generally does not provide similar types trainings. These training can involve anywhere from a single individual to hundreds of state employees.

TRAINING WAIVERS GRANTED TO DEPARTMENTS AND AGENCIES		
	TOTAL COST	TOTAL NUMBER
FY 2018-19	\$7,843,681	1,046
FY 2019-20	10,153,172	927
FY 2020-21	10,888,724	981
FY 2021-22	1,104,409	111
FY 2022-23*	6,997,845	44
Total	\$36,987,831	3,109

* As of November 2022.

→ R12 ANNUAL FLEET VEHICLE REPLACEMENTS

REQUEST: The Department requests an increase of \$2,719,485 reappropriated funds for the Vehicle Replacement Lease/Purchase line item in Fleet Management. The Department request includes a total of 583 vehicles, consisting of 410 alternative fuel vehicles (including 259 electric vehicles), and 173 standard vehicles. Approving the Department request requires an increase of \$33,503 total funds, including \$659,347 General Fund, allocated to user agencies.

RECOMMENDATION/ ANALYSIS: Staff recommends \$1,798,437 reappropriated funds and to apply the JBC staff criteria, outlined below, to approve the replacement of 416 total vehicles. The recommendation includes 273 alternative fuel vehicles (including 158 electric vehicles), 143 standard vehicles, and 4 State Patrol motorcycles with miles that exceed 40,000 miles. The staff recommendation utilizes the prioritization list created by the State Fleet program staff. The recommendation requires an increase of \$349,997 total funds, including a decrease of \$53,621 General Fund, allocated to user agencies.

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.

- 1 Projected high mileage by June 2024.
 - a. Colorado State Patrol (CSP) vehicles – 80,000 miles.
 - b. CSP Motorcycles – 40,000 miles.
 - c. Other law enforcement vehicles – 100,000 miles.
 - d. Standard vehicles – 100,000 miles. This is equal to 10,000 miles per year over 10 years.
- 2 Over 19 years old (4 years for CSP).
- 3 High maintenance cost that is 100 percent greater than average for the vehicle type.

For FY 2023-24, the Department’s initial screen identified 1,569 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 2023-24 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 2023, 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 the state fleet. 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.

JBC STAFF RECOMMENDATION FOR FY 2023-24

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:

- 1 Projected high mileage by June 2024.
 - a. Colorado State Patrol (CSP) vehicles – 100,000 miles.
 - b. CSP Motorcycles – 40,000 miles.
 - c. Other law enforcement vehicles – 125,000 miles.
 - d. Standard vehicles – 150,000 miles. This is equal to 15,000 miles per year over 10 years.
- 2 Over 15 years old.
- 3 High maintenance cost that is 100 percent greater than average for the vehicle type.

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 caused the weight of the Department's prioritization to diminish. However, the application of

these criteria is consistent with historical staff recommendations. The JBC staff recommendation results in an increase of \$1,798,437 reappropriated funds for the Department’s Vehicles Replacement Lease or Purchase line item, and an increase of \$349,997 total funds allocated to all state agencies in the fleet program.

FY 2023-24 ANNUAL FLEET NUMBER OF VEHICLES REQUESTED AND RECOMMENDED				
DEPARTMENT	FY 2023-24 VEHICLES REQUESTED	FY 2023-24 AFV REQUESTED	FY 2023-24 VEHICLES RECOMMENDED	FY 2023-24 AFV RECOMMENDED
Appropriated Agencies				
Agriculture	10	10	8	8
Corrections	62	59	46	43
Governor's Office	3	1	0	0
Human Services	15	13	5	4
Judicial Branch	2	2	1	1
Labor And Employment	3	3	2	2
Law	2	2	2	2
Local Affairs	2	2	2	2
Military and Veterans Affairs	2	2	1	1
Natural Resources	125	94	86	65
Personnel	2	2	1	1
Public Health and Environment	3	3	2	2
Public Safety	136	38	118	32
Regulatory Agencies	10	10	7	7
Revenue	28	28	16	16
Appropriated Totals	405	269	297	186
Non Appropriated Agencies				
Higher Education	108	75	94	63
Transportation	70	66	25	24
Statewide Total	583	410	416	273

As indicated above **JBC staff is also recommending the Committee approve the purchase of alternative fuel vehicles.** 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 2023-24 have been identified as having life cycle costs that exceed the cost of conventional fuel vehicles. The follow table summarizes the staff recommendation for changes to allocations of the fleet management program to user-agencies.

FY 2023-24 ANNUAL FLEET RECOMMENDED DEPARTMENT ALLOCATIONS								
DEPARTMENT	FY 2022-23 APPROPRIATION	FY 2023-24						
		REQUESTED APPROPRIATION	RECOMMENDED APPROPRIATION	TOTAL INCREMENTAL CHANGE	GENERAL FUND	CASH FUNDS	REAPPROP. FUNDS	FEDERAL FUNDS
Appropriated Agencies								
Agriculture	\$381,404	\$373,978	\$368,212	(\$13,192)	(\$5,543)	(\$7,469)	\$0	(\$180)
Corrections	3,621,238	3,496,774	3,459,902	(161,336)	(137,458)	(23,878)	0	0
Education	36,302	35,112	35,112	(1,190)	(1,006)	0	(184)	0
Governor's Office	152,206	162,539	157,959	5,753	659	0	5,094	0
Human Services	1,194,994	1,392,245	1,367,595	172,601	84,578	0	88,023	0
Judicial Branch	251,846	253,451	252,140	294	294	0	0	0
Labor And Employment	209,850	256,600	255,539	45,689	4,019	18,573	524	22,573
Law	88,783	83,975	83,975	(4,808)	(1,872)	(893)	(1,594)	(449)
Local Affairs	117,744	105,597	105,597	(12,147)	(10,911)	0	(1,236)	0
Military and Veterans Affairs	81,399	93,969	91,978	10,579	4,507	0	0	6,072
Natural Resources	5,097,079	5,209,558	5,097,111	32	2	29	0	0

FY 2023-24 ANNUAL FLEET RECOMMENDED DEPARTMENT ALLOCATIONS								
DEPARTMENT	FY 2022-23 APPROPRIATION	FY 2023-24						
		REQUESTED APPROPRIATION	RECOMMENDED APPROPRIATION	TOTAL INCREMENTAL CHANGE	GENERAL FUND	CASH FUNDS	REAPPROP. FUNDS	FEDERAL FUNDS
Personnel	208,201	246,592	244,250	36,049	0	17	36,032	0
Public Health & Environment	331,447	450,015	448,158	116,711	0	106,149	10,562	0
Public Safety	11,087,612	10,976,673	10,921,428	(166,184)	(18,093)	(137,779)	(6,183)	(4,128)
Regulatory Agencies	276,795	408,068	397,563	120,768	0	120,768	0	0
Revenue	738,765	983,234	932,511	193,746	27,204	166,542	0	0
State	10,144	16,776	16,776	6,632	0	6,632	0	0
Appropriated Totals	\$23,885,809	\$24,545,156	\$24,235,806	\$349,997	(\$53,621)	\$248,691	\$131,039	\$23,887
		Req/Rec Incr.	(\$309,350)					
Non Appropriated Agencies								
Higher Education	\$1,161,081	\$1,599,764	\$1,577,001	\$415,920				
Transportation	2,813,077	3,764,025	3,631,997	\$818,920				
Statewide Total	\$27,859,967	\$29,908,944	\$29,444,804	\$1,584,837				
		Req/Rec Incr.	(\$464,140)					

DECISION ITEMS AFFECTING MULTIPLE DIVISIONS

→ R5 STATEWIDE CENTRAL SERVICES STAFFING

REQUEST: The request includes an increase of \$2.1 million General Fund and 15.7 FTE in FY 2023-24 to provide additional administrative, human resources, financial operations and reporting, procurement and contract support, and vendor engagement. Of this amount, the Department would use \$50,000 to support various business operation digital transformation activities. The request annualizes to \$2.1 million General Fund and 17.0 FTE in FY 2024-25 and ongoing. The additional centralized support staff are intended to address increased workload resulting from steady growth in the number of people employed by the State over the last decade.

As agencies increase their scope, add programming or create new responsibilities, commensurate resource increases within the Department of Personnel do not occur. Expansion of State government services brings with it a related increase in support requirements. For the Department, these new support requirements often include the need to develop new regulations, support additional employees, and to analyze the impact of statewide logistical needs. This results in an increasing workload for central services programs because their resource allocations are out paced by the growth of State government. The Department asserts that demand for human resources expertise to support agencies for targeted employee engagement, work-life balance best practices, flexibility and cultivating a productive culture has never been higher.

The request would support statewide functions focused around state agency services including: recruitment and retention, statewide benefits, statewide HR data analytics, statewide procurement and contracts, statewide grants management, business operations digital transformation, and energy.

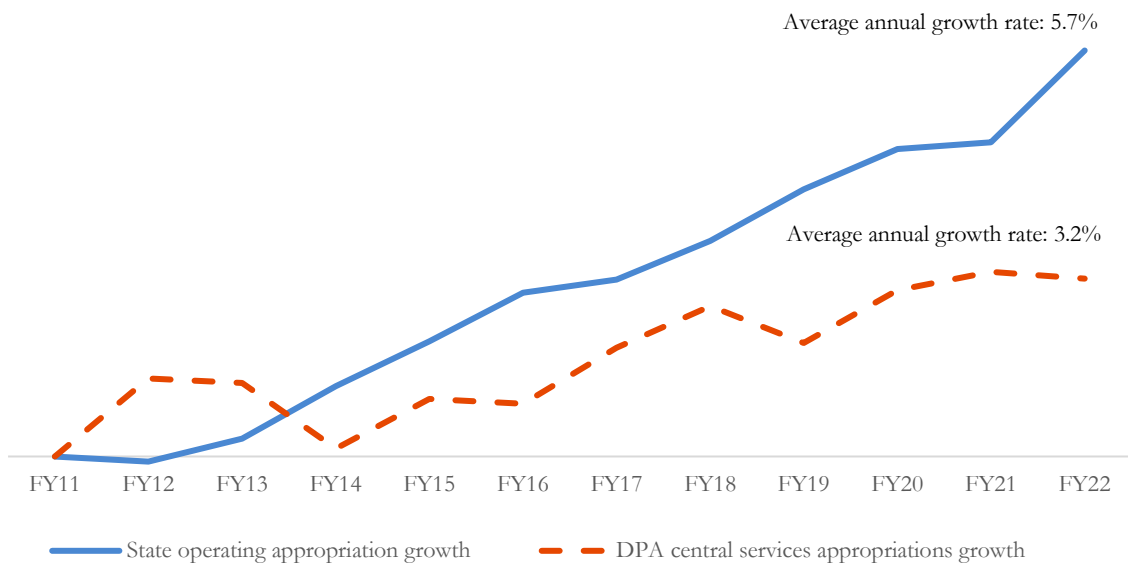
RECOMMENDATION: **Staff recommends denial of the request**

ANALYSIS: To support their request, the Department primarily relies on a comparison of the growth of Personal Services and Operating Expenses appropriations in the following division and programs to the growth in the State’s operating appropriations:

- (1) Executive Director’s Office, (A) Department Administration;
- (2) Division of Human Resources, (A) State Agency Services;
- (5) Division of Accounts and Control, (A) Financial Operations and Reporting; and
- (5) Division of Accounts and Control, (B) Procurement and Contracts.

The data shows that over the last decade the appropriations isolated by the Department for comparison are not growing at the same rate as the overall State operating budget. Appropriations for central services have grown at an average annual rate of 3.2 percent since FY 2010-11, while the FTE associated with those appropriations has remained relatively flat. Since FY 2010-11, the staffing for central administrative services has averaged 96.5 FTE, with a low of 91.8 FTE (FY 2013-14) and a high of 99.2 FTE (FY 2011-12).

For most of the last decade, growth in appropriations for central services provided by the Department of Personnel have lagged total operating appropriations for the State.



While this comparison is interesting, it serves as a weak proxy for the underlying justification for this request. The Department does not attempt to isolate and compare the growth in similar department-level central services staffing. The analysis also does not account for recent infusions of federal stimulus dollars; nor does it acknowledge the FY 2022-23 BA2 (Division of Human Resources staffing) approved by the General Assembly, which appropriates \$293,501 cash funds and 4.0 FTE to support the hiring, on-boarding, and training of new term-limited employees hired as a result of the American Rescue Plan Act (ARPA).

The basic premise of this request is reasonable and logical. However, the types of data that would normally be used to assess both the need and specific staffing mix requested could not be provided

by the Department. For instance, when considering the growth of central services staff, JBC staff would expect to see some work-hours or workload equivalencies:

- For every X increase in state employees, Y hours of human resources hours are necessary.
- For every \$X in grants appropriated, Y hours of centralized grant management is required.

Without specific workload data, assumptions, and metrics to analyze, staff is unable to make a recommendation based on a rational analysis. These types of data are particularly important in assessing requests for funding new FTE because statute defines an FTE as “the budgetary equivalent of one permanent position continuously filled full time for an entire fiscal year... by state employees who are paid for at least two thousand eighty hours per fiscal year.” (Section 24-75-112 (1)(d)(I), C.R.S.) Relying on anecdotal evidence and rough comparisons of appropriations growth does not provide data that would allow staff to determine the work-hours impact of the growth of State government on central administrative services. As a result, staff must make a recommendation of denial. Ironically, some of the additional staffing requested may be positioned to aid in the collection and analysis of the types of data that staff needs to assess this type of request, making this a particularly onerous recommendation.

(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 2022-23 Appropriation						
H.B. 22-1329 (Long Bill)	\$30,868,708	\$12,041,782	\$2,369,051	\$16,457,875	\$0	44.2
S.B. 23-127 (Supplemental)	197,707	603,335	571	(406,199)	0	0.0
Other legislation	3,159,305	2,823,374	370,072	(34,141)	0	16.7
TOTAL	\$34,225,720	\$15,468,491	\$2,739,694	\$16,017,535	\$0	60.9
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$34,225,720	\$15,468,491	\$2,739,694	\$16,017,535	\$0	60.9
R1 COE common policy	0	(26,804)	0	26,804	0	0.0
R2 Labor Relations Services resources	0	0	0	0	0	0.0
R3 COWINS Partnership Agreement implementation resources	818,385	818,385	0	0	0	0.0
R4 Centralized sustainability office	0	0	0	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
R6/BA3 Capitol Complex staffing	0	0	0	0	0	0.0
R7 State Fleet Management staffing	0	0	0	0	0	0.0
BA5 Risk Management legal services correction	(103,499)	(93,783)	(1,014)	(8,702)	0	0.0
BA6 CSEAP technical correction	0	0	0	0	0	0.0
Staff-initiated Supplier Database Cash Fund waiver	0	0	0	0	0	0.0
Centrally appropriated line items	14,265,431	7,318,805	445,174	6,501,452	0	6.0
Non-prioritized requests	30,014	12,395	321	17,298	0	0.0
Indirect cost assessment	62,462	(836,094)	0	898,556	0	0.0
Annualize prior year budget actions	(763,851)	(305,169)	(28,295)	(430,387)	0	0.0
Annualize prior year legislation	(790,126)	(905,575)	(290,750)	406,199	0	2.4
Technical adjustments	(981,689)	(842,910)	(138,779)	0	0	0.0
TOTAL	\$46,762,847	\$20,607,741	\$2,726,351	\$23,428,755	\$0	69.3
INCREASE/(DECREASE)	\$12,537,127	\$5,139,250	(\$13,343)	\$7,411,220	\$0	8.4
Percentage Change	36.6%	33.2%	(0.5%)	46.3%	n/a	13.8%
FY 2023-24 EXECUTIVE REQUEST	\$49,011,357	\$22,660,310	\$2,726,351	\$23,624,696	\$0	75.3
Request Above/(Below) Recommendation	\$2,248,510	\$2,052,569	\$0	\$195,941	\$0	6.0

DECISION ITEMS – EXECUTIVE DIRECTOR'S OFFICE**→ R4 CENTRALIZED SUSTAINABILITY OFFICE**

REQUEST: The Department request includes an increase of \$478,234 General Fund and 3.2 FTE in FY 2023-24 to create a central Sustainability Office within the Department to coordinate and implement sustainability practices across state agencies. The request annualizes to \$489,369 General Fund and 3.5 FTE in FY 2024-25 and ongoing.

This office will institutionalize green and sustainability practices within State agency operations and facilities through regulatory and institutional oversight to ensure the State of Colorado continues its progress toward critical environmental and sustainability goals. The Department looks to further progress made by the following section of the Colorado Revised Statutes:

- Section 25-7-140 - Greenhouse Gas Emissions,
- Section 24-38.5-111 - Social Cost of Greenhouse Gas Pollution,
- Section 24-38.5-103 - Electric Vehicle Grant Fund, and
- Section 24-38.5-402 - Model Green Energy Code.

Since 2005, the Colorado Greening Government Leadership Council (GGLC) has led the focus on sustainable and environmentally friendly operations within State government. This council consists of State employees across multiple agencies who are appointed to participate in this coordinating body. The group has no formal authority over state agency operations. The Department asserts that the establishment of a central sustainability office will solidify the State's commitment to green government and environmentally responsible operations. The sustainability office will draw upon the expertise and authority within the Office of the State Architect, the Office of the State Controller, and the Division of Capital Assets to collaborate with all State agencies. The office will coordinate work on the accomplishment of the following goals:

- reduce greenhouse gas emissions and energy consumption per square foot from State operations;
- increase the percentage of renewable electricity consumed or purchased by State facilities;
- establish renewable energy sources for State operations including; and
- reduce greenhouse gas emissions from State fleet vehicles and for vehicles categorized as special use

Additionally, the office will coordinate statewide work on the following initiatives:

- track and set goals for utilities consumed in State facilities through a database;
- track and set goals for fleet vehicle fuel use via the State Fleet Management system and coordinate additional reporting for the Department of Transportation vehicles as necessary;
- create sustainability measures for capital construction or capital renewal requests for new construction and substantial renovations;
- Include Energy Performance Contracting, wherever possible;
- develop model contracts and expedite procurement of renewable energy;
- explore feasibility of energy storage systems for all renewable energy projects; and
- utilization of unused budget authority in utility line items to complete energy efficiency and renewable energy projects in subsequent years.

RECOMMENDATION: Staff recommends denial of this request.

ANALYSIS: The sections of statute cited as the basis for this request are not currently within the purview of the Department of Personnel. Title 25 of the Colorado Revised Statutes detail and enunciate the responsibilities and obligations of the Department of Public Health and Environment. Article 38.5 of Title 24 of the Colorado Revised Statutes authorizes the existence of the Colorado Energy Office, which is housed in the Governor's Office. The Department of Personnel may have programmatic overlap with those cited sections of statute through their authorized provision of central services to state agencies, but they certainly are not the lead agency, as directed by the General Assembly, for the cited statutes. By definition, the Colorado Energy Office would be a more

appropriate entity to take the lead on the type of statewide coordination efforts proposed in this request. (Section 24-38.5-102 (1)(a, c, e, k, o, q, and t), C.R.S.)

As noted by the request, the Greening Government Leadership Council is the Executive Branch’s current internal, voluntary work group that is helping to coordinate current efforts towards environmental sustainability. Additionally, several of the initiatives identified by this request are responsibilities already assigned to programs within the Department of Personnel. The State Fleet Management Program is authorized by Section 24-30-1104 (2)(c) et seq., C.R.S., to transition the State’s motor vehicle fleet from petroleum-based vehicles to alternative fuel vehicles; this includes developing a “plan for putting in place the infrastructure necessary to support...alternative fuels.” The Office of the State Architect is responsible for ensuring the adoption and enforcement of energy codes for state-owned properties to ensure energy efficiency goals are met. (Section 24-30-1303 (1)(ff) et seq., C.R.S.)

The Executive Branch likely already has the authority to create the proposed office. Section 24-1-107, C.R.S., states that the:

“head of a principal department, with the approval of the governor, may establish, combine, or abolish divisions, sections, and units other than those specifically created by law and may allocate and reallocate powers, duties, and functions to divisions, sections, and units under the principal department, but no substantive function vested by law in any officer, department, institution, or other agency within the principal department shall be removed from the jurisdiction of such officer, department, institution, or other agency under the provisions of this section.”

However, to do so without additional appropriations provided by the General Assembly, the Department would have to reprioritize existing resources. The requested funding and FTE would reside in the Department’s Executive Director’s Office (EDO). The Department reports in their response to the FY 2022-23 Statewide Request for Information #1 that, as of October 31, 2022, the Executive Director’s Office has 20 vacant positions of 62.2 appropriated FTE. These vacancies are spread across several programs, but within the EDO there are a report 3.0 vacant positions. While it is inadvisable to create and fund the type of operational unit proposed by this request without explicit legislative authorization, the Department could do so within its existing resources at the direction of the Governor. However, proposed office would only exist through Executive fiat.

→ BA6 CSEAP TECHNICAL CORRECTION

REQUEST: The Department request includes a budget neutral shift of \$38,000 reappropriated funds from Colorado State Employees Assistance Program’s Operating Expenses line item to its Personal Services line item.

RECOMMENDATION: **Staff recommends approval of the request**

ANALYSIS: The Department submitted a FY 2022-23 request for additional CSEAP resources to reduce wait time for services. The Joint Budget Committee opted to fund an alternative to the Department’s request, which aligned with Article 8.2B of the Partnership Agreement. In calculating

the fund splits for the JBC action, the Department mistakenly assigned the full-day crisis support and the threat assessment training funding to the Operating Expenses line item rather than the Personal Services line item. The vendors that provide these services are paid out of the Personal Services line item as required by state accounting rules.

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: The Department requests an appropriation of \$2.3 million total funds, including \$0.2 million General Fund, \$57,774 cash funds from the Disability Support Fund, and \$2.0 million reappropriated funds from indirect cost recoveries and user fees collected from other state agencies, and 21.1 FTE.

RECOMMENDATION: Staff **recommends \$2.0 million total funds, as detailed in the table below, including the denial of the Department’s R5 request.**

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$1,980,045	\$0	\$57,774	\$1,922,271	\$0	18.3
TOTAL	\$1,980,045	\$0	\$57,774	\$1,922,271	\$0	18.3
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,980,045	\$0	\$57,774	\$1,922,271	\$0	18.3
Annualize prior year budget actions	56,050	56,050	0	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
Indirect cost assessment	0	(56,050)	0	56,050	0	0.0
TOTAL	\$2,036,095	\$0	\$57,774	\$1,978,321	\$0	18.3

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
INCREASE/(DECREASE)	\$56,050	\$0	\$0	\$56,050	\$0	0.0
Percentage Change	2.8%	0.0%	0.0%	2.9%	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST	\$2,277,006	\$240,911	\$57,774	\$1,978,321	\$0	21.1
Request Above/(Below) Recommendation	\$240,911	\$240,911	\$0	\$0	\$0	2.8

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 \$7.0 million total funds, including \$3.2 million General Fund, \$0.2 million cash funds from various sources, and \$3.4 million reappropriated funds from indirect cost recoveries and user fees collected from other state agencies.

RECOMMENDATION: Staff **recommends an appropriation of \$6.4 million total funds**, including \$2.8 million General Fund, as detailed in the table below. The recommendation reflects the Committee's decision on compensation common policies, as well as staff's recommendations on R1, R2, R3, R4, R5, R6/BA3, and R7.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, HEALTH, LIFE, AND DENTAL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$4,494,044	\$1,550,284	\$204,660	\$2,739,100	\$0	0.0
S.B. 23-127 (Supplemental)	\$66,627	\$66,627	\$0	\$0	\$0	0.0
Other legislation	\$10,000	\$10,000	\$0	\$0	\$0	0.0
TOTAL	\$4,570,671	\$1,626,911	\$204,660	\$2,739,100	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$4,570,671	\$1,626,911	\$204,660	\$2,739,100	\$0	0.0
Centrally appropriated line items	1,341,349	692,788	12,405	636,156	0	0.0
R3 COWINS Partnership Agreement implementation resources	543,016	543,016	0	0	0	0.0
R1 COE common policy	0	(15,526)	0	15,526	0	0.0
R2 Labor Relations Services resources	0	0	0	0	0	0.0
R4 Centralized sustainability office	0	0	0	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
R6/BA3 Capitol Complex staffing	0	0	0	0	0	0.0
R7 State Fleet Management staffing	0	0	0	0	0	0.0
Annualize prior year legislation	(66,627)	(66,627)	0	0	0	0.0
TOTAL	\$6,388,409	\$2,780,562	\$217,065	\$3,390,782	\$0	0.0
INCREASE/(DECREASE)	\$1,817,738	\$1,153,651	\$12,405	\$651,682	\$0	0.0
Percentage Change	39.8%	70.9%	6.1%	23.8%	n/a	n/a

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, HEALTH, LIFE, AND DENTAL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 EXECUTIVE REQUEST	\$6,980,026	\$3,246,323	\$217,065	\$3,516,638	\$0	0.0
Request Above/(Below) Recommendation	\$591,617	\$465,761	\$0	\$125,856	\$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: The Department requests an appropriation of \$62,978 total funds, including \$33,638 General Fund, \$1,603 cash funds from various sources, and \$24,684 reappropriated funds from user fees collected from other state agencies.

RECOMMENDATION: Staff **recommends an appropriation of \$55,3545 total funds**, including \$27,119 General Fund, detailed in the table below. The recommendation reflects the Committee's decision on compensation common policies, as well as staff's recommendations on R1, R2, R3, R4, R5. R6/BA3, and R7.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, SHORT-TERM DISABILITY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$44,846	\$18,517	\$1,823	\$24,506	\$0	0.0
S.B. 23-127 (Supplemental)	\$505	\$505	\$0	\$0	\$0	0.0
Other legislation	\$128	\$128	\$0	\$0	\$0	0.0
TOTAL	\$45,479	\$19,150	\$1,823	\$24,506	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$45,479	\$19,150	\$1,823	\$24,506	\$0	0.0
Centrally appropriated line items	4,918	3,807	(221)	1,332	0	0.0
R3 COWINS Partnership Agreement implementation resources	4,337	4,337	0	0	0	0.0
Annualize prior year budget actions	1,126	510	37	579	0	0.0
R2 Labor Relations Services resources	0	0	0	0	0	0.0
R4 Centralized sustainability office	0	0	0	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
R1 COE common policy	0	(180)	0	180	0	0.0
R6/BA3 Capitol Complex staffing	0	0	0	0	0	0.0
R7 State Fleet Management staffing	0	0	0	0	0	0.0
Annualize prior year legislation	(505)	(505)	0	0	0	0.0
TOTAL	\$55,355	\$27,119	\$1,639	\$26,597	\$0	0.0
INCREASE/(DECREASE)	\$9,876	\$7,969	(\$184)	\$2,091	\$0	0.0
Percentage Change	21.7%	41.6%	(10.1%)	8.5%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$62,978	\$33,638	\$1,639	\$27,701	\$0	0.0

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, SHORT-TERM DISABILITY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Request Above/(Below) Recommendation	\$7,623	\$6,519	\$0	\$1,104	\$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 \$2.1 million total funds, including \$1.1 million General Fund, \$54,722 cash funds from various sources, and \$0.9 million reappropriated funds from user fees collected from other state agencies.

RECOMMENDATION: Staff **recommends an appropriation of \$55,3545 total funds**, including \$27,119 General Fund, detailed in the table below. The recommendation reflects the Committee's decision on compensation common policies, as well as staff's recommendations on R1, R2, R3, R4, R5, R6/BA3, and R7.

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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$1,409,103	\$581,580	\$56,586	\$770,937	\$0	0.0
S.B. 23-127 (Supplemental)	\$15,784	\$15,784	\$0	\$0	\$0	0.0
TOTAL	\$1,424,887	\$597,364	\$56,586	\$770,937	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,424,887	\$597,364	\$56,586	\$770,937	\$0	0.0
Centrally appropriated line items	252,517	177,228	(3,095)	78,384	0	0.0
R3 COWINS Partnership Agreement implementation resources	135,516	135,516	0	0	0	0.0
Annualize prior year budget actions	37,575	15,436	1,231	20,908	0	0.0
R2 Labor Relations Services resources	0	0	0	0	0	0.0
R4 Centralized sustainability office	0	0	0	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
R1 COE common policy	0	(5,549)	0	5,549	0	0.0
R6/BA3 Capitol Complex staffing	0	0	0	0	0	0.0
R7 State Fleet Management staffing	0	0	0	0	0	0.0
Annualize prior year legislation	(15,784)	(15,784)	0	0	0	0.0
TOTAL	\$1,834,711	\$904,211	\$54,722	\$875,778	\$0	0.0
INCREASE/(DECREASE)	\$409,824	\$306,847	(\$1,864)	\$104,841	\$0	0.0
Percentage Change	28.8%	51.4%	(3.3%)	13.6%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$238,254	\$203,821	\$0	\$34,433	\$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 \$2.1 million total funds, including \$1.1 million General Fund, \$54,722 cash funds from various sources, and \$0.9 million reappropriated funds from user fees collected from other state agencies.

RECOMMENDATION: Staff **recommends an appropriation of \$55,3545 total funds**, including \$27,119 General Fund, detailed in the table below. The recommendation reflects the Committee's decision on compensation common policies, as well as staff's recommendations on R1, R2, R3, R4, R5, R6/BA3, and R7.

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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$1,409,103	\$581,580	\$56,586	\$770,937	\$0	0.0
S.B. 23-127 (Supplemental)	\$15,784	\$15,784	\$0	\$0	\$0	0.0
TOTAL	\$1,424,887	\$597,364	\$56,586	\$770,937	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,424,887	\$597,364	\$56,586	\$770,937	\$0	0.0
Centrally appropriated line items	252,517	177,228	(3,095)	78,384	0	0.0
R3 COWINS Partnership Agreement implementation resources	135,516	135,516	0	0	0	0.0
Annualize prior year budget actions	37,575	15,436	1,231	20,908	0	0.0
R2 Labor Relations Services resources	0	0	0	0	0	0.0
R1 COE common policy	0	(5,549)	0	5,549	0	0.0
R4 Centralized sustainability office	0	0	0	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
R6/BA3 Capitol Complex staffing	0	0	0	0	0	0.0
R7 State Fleet Management staffing	0	0	0	0	0	0.0
Annualize prior year legislation	(15,784)	(15,784)	0	0	0	0.0
TOTAL	\$1,834,711	\$904,211	\$54,722	\$875,778	\$0	0.0
INCREASE/(DECREASE)	\$409,824	\$306,847	(\$1,864)	\$104,841	\$0	0.0
Percentage Change	28.8%	51.4%	(3.3%)	13.6%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$2,072,965	\$1,108,032	\$54,722	\$910,211	\$0	0.0
Request Above/(Below) Recommendation	\$238,254	\$203,821	\$0	\$34,433	\$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 \$101,223 total funds, including \$45,730 General Fund, \$3,296 cash funds from various sources, and \$52,197 reappropriated funds from user fees collected from other state agencies.

RECOMMENDATION: Staff **recommends approval of the request**, as detailed in the table below. 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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$366,276	\$0	\$21,287	\$344,989	\$0	0.0
TOTAL	\$366,276	\$0	\$21,287	\$344,989	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$366,276	\$0	\$21,287	\$344,989	\$0	0.0
Annualize prior year budget actions	0	(94)	0	94	0	0.0
Centrally appropriated line items	(265,053)	45,824	(17,991)	(292,886)	0	0.0
TOTAL	\$101,223	\$45,730	\$3,296	\$52,197	\$0	0.0
INCREASE/(DECREASE)	(\$265,053)	\$45,730	(\$17,991)	(\$292,792)	\$0	0.0
Percentage Change	(72.4%)	#DIV/0!	(84.5%)	(84.9%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$101,223	\$45,730	\$3,296	\$52,197	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$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 \$2.3 million total funds, including \$1.1 million General Fund, \$63,008 cash funds cash funds from various sources, and \$1.1 million reappropriated funds from indirect cost recoveries and user fees collected from other state agencies.

RECOMMENDATION: JBC staff **recommends approval of the request**, consistent with the Committee’s decision on regarding this common policy item.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, SALARY SURVEY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$912,404	\$382,286	\$30,794	\$499,324	\$0	0.0

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, SALARY SURVEY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
TOTAL	\$912,404	\$382,286	\$30,794	\$499,324	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$912,404	\$382,286	\$30,794	\$499,324	\$0	0.0
Centrally appropriated line items	2,308,725	1,141,919	63,008	1,103,798	0	0.0
Annualize prior year budget actions	(912,404)	(382,286)	(30,794)	(499,324)	0	0.0
TOTAL	\$2,308,725	\$1,141,919	\$63,008	\$1,103,798	\$0	0.0
INCREASE/(DECREASE)	\$1,396,321	\$759,633	\$32,214	\$604,474	\$0	0.0
Percentage Change	153.0%	198.7%	104.6%	121.1%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$2,308,725	\$1,141,919	\$63,008	\$1,103,798	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

TEMPORARY EMPLOYEES RELATED TO AUTHORIZED LEAVE

This line item funds the backfill costs associated with state employees utilizing 160 hours or four weeks of Paid Family Medical Leave.

STATUTORY AUTHORITY: Not applicable

REQUEST: The Department requests a continuation appropriation of \$27,923 total funds, including \$633 cash funds and \$27,290 reappropriated funds/

RECOMMENDATION: Staff **recommends the appropriation**, in accordance with the Committee’s decision on compensation common policies.

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 2023-24.

RECOMMENDATION: Consistent with Committee actions on compensation common policies, the staff **recommendation does not include an appropriation for this 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 \$40,936 reappropriated funds from user fees collected from other state agencies.

RECOMMENDATION: Staff **recommends an appropriation of \$40,821**, as detailed in the table below. 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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$48,133	\$0	\$0	\$48,133	\$0	0.0
TOTAL	\$48,133	\$0	\$0	\$48,133	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$48,133	\$0	\$0	\$48,133	\$0	0.0
Annualize prior year budget actions	115	0	0	115	0	0.0
Centrally appropriated line items	(7,427)	0	0	(7,427)	0	0.0
TOTAL	\$40,821	\$0	\$0	\$40,821	\$0	0.0
INCREASE/(DECREASE)	(\$7,312)	\$0	\$0	(\$7,312)	\$0	0.0
Percentage Change	(15.2%)	n/a	n/a	(15.2%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$40,936	\$0	\$0	\$40,936	\$0	0.0
Request Above/(Below) Recommendation	\$115	\$0	\$0	\$115	\$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 \$278,838 total funds, including \$97,297 General Fund, \$10,037 cash funds from various source, and \$171,504 reappropriated funds from user fees collected from other state agencies.

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 all pending line items. The following summarizes the Department's request.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, WORKERS' COMPENSATION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$207,264	\$66,877	\$6,075	\$134,312	\$0	0.0
TOTAL	\$207,264	\$66,877	\$6,075	\$134,312	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$207,264	\$66,877	\$6,075	\$134,312	\$0	0.0

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, WORKERS' COMPENSATION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Centrally appropriated line items	71,574	30,420	3,962	37,192	0	0.0
TOTAL	\$278,838	\$97,297	\$10,037	\$171,504	\$0	0.0
INCREASE/(DECREASE)	\$71,574	\$30,420	\$3,962	\$37,192	\$0	0.0
Percentage Change	34.5%	45.5%	65.2%	27.7%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$278,838	\$97,297	\$10,037	\$171,504	\$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 a continuation appropriation of \$103,192 total funds, including \$475 cash funds and \$102,717 reappropriated funds.

RECOMMENDATION: JBC staff **recommends approval of the request.**

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 \$135,508 total funds, including \$32,316 General Fund, \$475 cash funds from various sources, and \$102,717 reappropriated funds from the Disability Support Fund. 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 all pending line items. The following table summarizes the Department’s request.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$103,192	\$0	\$475	\$102,717	\$0	0.0
TOTAL	\$103,192	\$0	\$475	\$102,717	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$103,192	\$0	\$475	\$102,717	\$0	0.0
Non-prioritized requests	9,287	9,287	0	0	0	0.0

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
R5 Statewide central services staffing	0	0	0	0	0	0.0
TOTAL	\$112,479	\$9,287	\$475	\$102,717	\$0	0.0
INCREASE/(DECREASE)	\$9,287	\$9,287	\$0	\$0	\$0	0.0
Percentage Change	9.0%	#DIV/0!	0.0%	0.0%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$135,508	\$32,316	\$475	\$102,717	\$0	0.0
Request Above/(Below) Recommendation	\$23,029	\$23,029	\$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 no administrative law judge services funding for FY 2023-24.

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 all pending line items. The following summarizes the Department’s request.

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 \$1.1 million total funds, including \$0.4 million General Fund, \$41,141 cash funds from various sources, and \$702,994 reappropriated funds from user fees from other state agencies. 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 all pending line items. 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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$1,276,662	\$411,938	\$37,421	\$827,303	\$0	0.0
TOTAL	\$1,276,662	\$411,938	\$37,421	\$827,303	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						

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 2022-23 Appropriation	\$1,276,662	\$411,938	\$37,421	\$827,303	\$0	0.0
Centrally appropriated line items	(133,718)	(13,129)	3,720	(124,309)	0	0.0
TOTAL	\$1,142,944	\$398,809	\$41,141	\$702,994	\$0	0.0
INCREASE/(DECREASE)	(\$133,718)	(\$13,129)	\$3,720	(\$124,309)	\$0	0.0
Percentage Change	(10.5%)	(3.2%)	9.9%	(15.0%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$1,142,944	\$398,809	\$41,141	\$702,994	\$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 \$246,592 total funds, including \$486 cash funds from various sources and \$246,106 reappropriated funds from user fees collected from other state agencies. 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 all pending line items. 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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$208,201	\$0	\$96	\$208,105	\$0	0.0
S.B. 23-127 (Supplemental)	\$99,007	\$0	\$558	\$98,449	\$0	0.0
TOTAL	\$307,208	\$0	\$654	\$306,554	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$307,208	\$0	\$654	\$306,554	\$0	0.0
Centrally appropriated line items	38,391	0	390	38,001	0	0.0
Annualize prior year legislation	(99,007)	0	(558)	(98,449)	0	0.0
TOTAL	\$246,592	\$0	\$486	\$246,106	\$0	0.0
INCREASE/(DECREASE)	(\$60,616)	\$0	(\$168)	(\$60,448)	\$0	0.0
Percentage Change	(19.7%)	n/a	(25.7%)	(19.7%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$246,592	\$0	\$486	\$246,106	\$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.

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

REQUEST: The Department requests a continuation appropriation of \$353,886 reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

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 2021-22 totals 301,732 square feet in the Capitol Complex, including 216,845 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 \$5.3 million total funds, including \$3.3 million General Fund \$18,972 cash funds various cash funds, and \$1.9 million reappropriated funds from indirect cost recoveries. The request includes common policy adjustments.

RECOMMENDATION: The staff **recommendation is pending** the Committee common policy decision for all pending line items. 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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$4,335,973	\$2,161,865	\$25,544	\$2,148,564	\$0	0.0
S.B. 23-127 (Supplemental)	\$0	\$504,635	\$13	(\$504,648)	\$0	0.0
TOTAL	\$4,335,973	\$2,666,500	\$25,557	\$1,643,916	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$4,335,973	\$2,666,500	\$25,557	\$1,643,916	\$0	0.0
Centrally appropriated line items	914,997	1,954,487	(6,572)	(1,032,918)	0	0.0
Indirect cost assessment	0	(780,044)	0	780,044	0	0.0
Annualize prior year legislation	0	(504,635)	(13)	504,648	0	0.0
TOTAL	\$5,250,970	\$3,336,308	\$18,972	\$1,895,690	\$0	0.0
INCREASE/(DECREASE)	\$914,997	\$669,808	(\$6,585)	\$251,774	\$0	0.0
Percentage Change	21.1%	25.1%	(25.8%)	15.3%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

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 an appropriation of \$0.8 million total funds, including \$0.2 million General Fund and \$0.5 million cash funds from various sources.

RECOMMENDATION: Staff **recommends approval of the request.**

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, ANNUAL DEPRECIATION - LEASE EQUIVALENT PAYMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$1,763,220	\$1,072,036	\$691,184	\$0	\$0	0.0
TOTAL	\$1,763,220	\$1,072,036	\$691,184	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,763,220	\$1,072,036	\$691,184	\$0	\$0	0.0
Technical adjustments	(985,378)	(846,599)	(138,779)	0	0	0.0
TOTAL	\$777,842	\$225,437	\$552,405	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$985,378)	(\$846,599)	(\$138,779)	\$0	\$0	0.0
Percentage Change	(55.9%)	(79.0%)	(20.1%)	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$777,842	\$225,437	\$552,405	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$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 \$8.1 million total funds, including \$2.5 million General Fund, \$0.2 million cash funds from various sources, and \$5.3 million reappropriated funds from indirect cost recoveries and user fees from other state agencies.

RECOMMENDATION: The staff **recommendation is pending** the Committee common policy decision for this line item. JBC staff requests permission to reflect Committee action for all pending lines. 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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$5,545,990	\$1,789,542	\$162,571	\$3,593,877	\$0	0.0
Other legislation	\$114,824	\$114,824	\$0	\$0	\$0	0.0
TOTAL	\$5,660,814	\$1,904,366	\$162,571	\$3,593,877	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$5,660,814	\$1,904,366	\$162,571	\$3,593,877	\$0	0.0
Centrally appropriated line items	2,587,637	746,709	99,067	1,741,861	0	0.0
Annualize prior year legislation	(114,824)	(114,824)	0	0	0	0.0
TOTAL	\$8,133,627	\$2,536,251	\$261,638	\$5,335,738	\$0	0.0
INCREASE/(DECREASE)	\$2,472,813	\$631,885	\$99,067	\$1,741,861	\$0	0.0
Percentage Change	43.7%	33.2%	60.9%	48.5%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$8,133,627	\$2,536,251	\$261,638	\$5,335,738	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

IT ACCESSIBILITY [NEW LINE ITEM]

This line item provides funding for payments to the Governor's Office of Information Technology for implementation of the statewide effort to meet digital accessibility standards outlined in H.B. 21-1110. IT systems must be compliant before July 1, 2024, when potential penalties can be awarded to civil plaintiffs.

STATUTORY AUTHORITY: Sections 24-34-802 and 24-85-103, C.R.S.

REQUEST: The Department requests \$6,549,380 total funds, including \$2,113,485 General Fund, \$191,897 cash funds from various sources, and \$4,243,998 reappropriated funds from indirect cost recoveries.

RECOMMENDATION: Staff **recommendation is pending** Committee action on common policy for this line item. Staff requests permission to update pending line items and apply necessary fund split adjustments once Committee policy is established. The table below reflects the Department's request.

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 \$250,349 total funds, including \$87,356 General Fund, \$9,013 cash funds from various sources, and \$153,980 reappropriated funds from indirect cost recoveries and user fees from other state agencies.

RECOMMENDATION: The staff **recommendation is pending** the Committee common policy decision for this line item. JBC staff requests permission to reflect Committee action for all pending line items. 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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$300,734	\$97,038	\$8,815	\$194,881	\$0	0.0
TOTAL	\$300,734	\$97,038	\$8,815	\$194,881	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$300,734	\$97,038	\$8,815	\$194,881	\$0	0.0
Non-prioritized requests	2,983	1,041	108	1,834	0	0.0
Centrally appropriated line items	(53,368)	(10,723)	90	(42,735)	0	0.0
TOTAL	\$250,349	\$87,356	\$9,013	\$153,980	\$0	0.0
INCREASE/(DECREASE)	(\$50,385)	(\$9,682)	\$198	(\$40,901)	\$0	0.0
Percentage Change	(16.8%)	(10.0%)	2.2%	(21.0%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

STATEWIDE TRAINING [NEW LINE ITEM]

This line item provides funding for payments to the Center for Organizational Effectiveness, which provides professional development and training services for state employees.

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

REQUEST: The Department requests an appropriation of \$5,928 total funds, including \$2,067 General Fund, \$213 cash funds from various sources, and \$3,648 reappropriated funds, for creation of a new line item to accommodate a new common policy to provide annual funding for employee training.

RECOMMENDATION: The staff **recommendation is pending** the Committee common policy decision for this line item. Staff requests permission to update pending line items and apply necessary fund split adjustments once Committee policy is established.

(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 \$1.2 million total funds, including \$79,074 cash funds from various sources and \$1.2 million reappropriated funds from the Risk Management Fund, and 14.5 FTE, which includes the Department’s BA6 request.

RECOMMENDATION: Staff **recommends approval of the request.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO STATE EMPLOYEES ASSISTANCE PROGRAM, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$1,177,822	\$0	\$79,074	\$1,098,748	\$0	14.0
S.B. 23-127 (Supplemental)	\$38,000	\$0	\$0	\$38,000	\$0	0.0
TOTAL	\$1,215,822	\$0	\$79,074	\$1,136,748	\$0	14.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,215,822	\$0	\$79,074	\$1,136,748	\$0	14.0
BA6 CSEAP technical correction	38,000	0	0	38,000	0	0.0
Annualize prior year budget actions	26,333	0	0	26,333	0	0.0
Annualize prior year legislation	(38,000)	0	0	(38,000)	0	0.0
TOTAL	\$1,242,155	\$0	\$79,074	\$1,163,081	\$0	14.0
INCREASE/(DECREASE)	\$26,333	\$0	\$0	\$26,333	\$0	0.0
Percentage Change	2.2%	n/a	0.0%	2.3%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$1,242,155	\$0	\$79,074	\$1,163,081	\$0	14.0
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 \$605,109 total funds, including \$500,000 General Fund, \$7,550 cash funds from various sources, and \$97,559 reappropriated funds from the Risk Management Fund.

RECOMMENDATION: Staff recommends an appropriation of \$105,109 total funds, including \$7,550 cash funds and \$97,559 reappropriated funds.

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO STATE EMPLOYEES ASSISTANCE PROGRAM, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$131,293	\$0	\$7,550	\$123,743	\$0	0.0
S.B. 23-127 (Supplemental)	(38,000)	0	0	(38,000)	0	0.0
TOTAL	\$93,293	\$0	\$7,550	\$85,743	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$93,293	\$0	\$7,550	\$85,743	\$0	0.0
Annualize prior year legislation	38,000	0	0	38,000	0	0.0
Non-prioritized requests	11,816	0	0	11,816	0	0.0
R3 COWINS Partnership Agreement implementation resources	0	0	0	0	0	0.0
BA6 CSEAP technical correction	(38,000)	0	0	(38,000)	0	0.0
TOTAL	\$105,109	\$0	\$7,550	\$97,559	\$0	0.0
INCREASE/(DECREASE)	\$11,816	\$0	\$0	\$11,816	\$0	0.0
Percentage Change	12.7%	0.0%	0.0%	13.8%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$605,109	\$500,000	\$7,550	\$97,559	\$0	0.0
Request Above/(Below) Recommendation	\$500,000	\$500,000	\$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 \$521,443 reappropriated funds from the Risk Management Fund.

RECOMMENDATION: Staff recommendation for indirect costs is pending Committee action on outstanding centrally appropriated line items. Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO STATE EMPLOYEES ASSISTANCE PROGRAM, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$458,981	\$0	\$0	\$458,981	\$0	0.0
TOTAL	\$458,981	\$0	\$0	\$458,981	\$0	0.0

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO STATE EMPLOYEES ASSISTANCE PROGRAM, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$458,981	\$0	\$0	\$458,981	\$0	0.0
Indirect cost assessment	62,462	0	0	62,462	0	0.0
TOTAL	\$521,443	\$0	\$0	\$521,443	\$0	0.0
INCREASE/(DECREASE)						
	\$62,462	\$0	\$0	\$62,462	\$0	0.0
Percentage Change	13.6%	n/a	n/a	13.6%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
	\$521,443	\$0	\$0	\$521,443	\$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.

The Department, as part of its Performance Management Plan, is working on statewide master plan for the reduction of the state's leased space footprint by 1.0 million square feet of the next five years. Capital Complex leased space represents approximately 40.0 percent of the state's leased space. The Department anticipates the statewide master plan to be finalized by June 30, 2021. The Office of the State Architect is leading the effort on the development of the master plan.

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 \$1.3 million General Fund and 12.0 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, OFFICE OF THE STATE ARCHITECT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$1,241,844	\$1,241,844	\$0	\$0	\$0	10.9

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, OFFICE OF THE STATE ARCHITECT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
TOTAL	\$1,241,844	\$1,241,844	\$0	\$0	\$0	10.9
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,241,844	\$1,241,844	\$0	\$0	\$0	10.9
Annualize prior year legislation	81,121	81,121	0	0	0	1.1
Annualize prior year budget actions	13,559	13,559	0	0	0	0.0
Technical adjustments	3,689	3,689	0	0	0	0.0
TOTAL	\$1,340,213	\$1,340,213	\$0	\$0	\$0	12.0
INCREASE/(DECREASE)	\$98,369	\$98,369	\$0	\$0	\$0	1.1
Percentage Change	7.9%	7.9%	n/a	n/a	n/a	10.1%
FY 2023-24 EXECUTIVE REQUEST	\$1,340,213	\$1,340,213	\$0	\$0	\$0	12.0
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 continuation appropriation of \$1.0 million General Fund.

RECOMMENDATION: Staff **recommends approval for the request.**

(3) COLORADO EQUITY OFFICE [NEW SUB-SUBDIVISION]

House Bill 22-1397 (Statewide Equity Office), codified in Section 24-50-146, et seq., C.R.S., establishes the Colorado Equity Office in the Department of Personnel. The Colorado Equity Office is directed “to provide best practices, resources, and guidance for state agencies in offering equitable services to the residence of Colorado, as well as providing an accepting and diverse environment for state employees.” The Office is required to ensure statewide consistency in the application of state and federal law, as well as state executive orders, universal policies, and partnership agreements. Statute further directs the Office to:

- consult on and serve as a resource for state agencies on best practices regarding equity, diversity, and inclusion;
- collect and analyze relevant statewide data to identify gaps in diversity, and develop opportunities for improvement;
- develop, update, deploy, and maintain statewide training related to developing and maintaining a diverse workforce; and
- standardize a program of equity, diversity, and inclusion that seeks to support just and equitable opportunity for all Coloradans and state employees.

PERSONAL SERVICES

This line item funds the 18.3 FTE in the Colorado Equity Office and various departments of state.

STATUTORY AUTHORITY: Section 24-50-146, et seq., C.R.S.

REQUEST: The Department requests an appropriation of \$1.3 million General Funds and 10.0 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO EQUITY OFFICE, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
Other legislation	\$1,199,622	\$1,199,622	\$0	\$0	\$0	9.1
H.B. 22-1329 (Long Bill)	\$0	\$0	\$0	\$0	\$0	0.0
TOTAL	\$1,199,622	\$1,199,622	\$0	\$0	\$0	9.1
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,199,622	\$1,199,622	\$0	\$0	\$0	9.1
Annualize prior year legislation	109,056	109,056	0	0	0	0.9
TOTAL	\$1,308,678	\$1,308,678	\$0	\$0	\$0	10.0
INCREASE/(DECREASE)	\$109,056	\$109,056	\$0	\$0	\$0	0.9
Percentage Change	9.1%	9.1%	n/a	n/a	n/a	9.9%
FY 2023-24 EXECUTIVE REQUEST	\$1,308,678	\$1,308,678	\$0	\$0	\$0	10.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item funds the operating expenses of the Colorado Equity Office.

STATUTORY AUTHORITY: Section 24-50-146, et seq., C.R.S.

REQUEST: The Department requests an appropriation of \$25,650 General Funds.

RECOMMENDATION: Staff **recommends approval of the request.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO EQUITY OFFICE, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
Other legislation	\$593,450	\$593,450	\$0	\$0	\$0	0.0
TOTAL	\$593,450	\$593,450	\$0	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$593,450	\$593,450	\$0	\$0	\$0	0.0

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO EQUITY OFFICE, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Annualize prior year legislation	(567,800)	(567,800)	0	0	0	0.0
TOTAL	\$25,650	\$25,650	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$567,800)	(\$567,800)	\$0	\$0	\$0	0.0
Percentage Change	(95.7%)	(95.7%)	n/a	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$25,650	\$25,650	\$0	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(4) 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 approval of the request.**

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 approval of the request.**

DISABILITY 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 \$993,976 cash funds from the Disabled Parking Education and Enforcement Fund and the Disability Support Fund.

RECOMMENDATION: Staff recommends approval of the request.

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, DISABILITY FUNDING COMMITTEE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$911,976	\$0	\$911,976	\$0	\$0	0.0
Other legislation	\$65,545	\$0	\$65,545	\$0	\$0	0.0
TOTAL	\$977,521	\$0	\$977,521	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$977,521	\$0	\$977,521	\$0	\$0	0.0
Annualize prior year legislation	16,455	0	16,455	0	0	0.0
TOTAL	\$993,976	\$0	\$993,976	\$0	\$0	0.0
INCREASE/(DECREASE)	\$16,455	\$0	\$16,455	\$0	\$0	0.0
Percentage Change	1.7%	n/a	1.7%	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$993,976	\$0	\$993,976	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

AMERICANS WITH DISABILITIES ACT REASONABLE ACCOMMODATION COORDINATION

This line provides funding for a statewide Americans with Disabilities Act coordinator and funding for reasonable accommodations made under the Act.

STATUTORY AUTHORITY: Section 24-50-104.5, C.R.S.

REQUEST: The Department requests an appropriation of \$467,419 General Fund and 1.0 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, AMERICANS WITH DISABILITIES ACT REASONABLE ACCOMMODATION COORDINATION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$466,198	\$466,198	\$0	\$0	\$0	1.0
TOTAL	\$466,198	\$466,198	\$0	\$0	\$0	1.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$466,198	\$466,198	\$0	\$0	\$0	1.0
Annualize prior year budget actions	1,220	1,220	0	0	0	0.0
TOTAL	\$467,418	\$467,418	\$0	\$0	\$0	1.0
INCREASE/(DECREASE)	\$1,220	\$1,220	\$0	\$0	\$0	0.0
Percentage Change	0.3%	0.3%	n/a	n/a	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST	\$467,418	\$467,418	\$0	\$0	\$0	1.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

PUBLIC-PRIVATE PARTNERSHIP OFFICE [NEW LINE ITEM]

This line provides funding for the Public Private Partnership Office.

STATUTORY AUTHORITY: Section 24-94-101 et seq., C.R.S.

REQUEST: The Department requests an appropriation of \$288,034 General Fund and 3.0 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, PUBLIC-PRIVATE PARTNERSHIP OFFICE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
Other legislation	\$306,634	\$0	\$306,634	\$0	\$0	3.0
H.B. 22-1329 (Long Bill)	\$0	\$0	\$0	\$0	\$0	0.0
TOTAL	\$306,634	\$0	\$306,634	\$0	\$0	3.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$306,634	\$0	\$306,634	\$0	\$0	3.0
Annualize prior year legislation	(18,600)	288,034	(306,634)	0	0	0.0
TOTAL	\$288,034	\$288,034	\$0	\$0	\$0	3.0
INCREASE/(DECREASE)	(\$18,600)	\$288,034	(\$306,634)	\$0	\$0	0.0
Percentage Change	(6.1%)	n/a	(100.0%)	n/a	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST	\$288,034	\$288,034	\$0	\$0	\$0	3.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

STATE PROCUREMENT EQUITY PROGRAM [NEW LINE ITEM]

This line provides funding for the State Procurement Equity Program.

STATUTORY AUTHORITY: Section 24-103-1101 et seq., C.R.S.

REQUEST: The Department requests an appropriation of \$288,034 General Fund and 3.0 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, STATE PROCUREMENT EQUITY PROGRAM						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
Other legislation	\$931,521	\$931,521	\$0	\$0	\$0	4.6
TOTAL	\$931,521	\$931,521	\$0	\$0	\$0	4.6
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$931,521	\$931,521	\$0	\$0	\$0	4.6
Annualize prior year legislation	(97,827)	(97,827)	0	0	0	0.4
TOTAL	\$833,694	\$833,694	\$0	\$0	\$0	5.0
INCREASE/(DECREASE)	(\$97,827)	(\$97,827)	\$0	\$0	\$0	0.4
Percentage Change	(10.5%)	(10.5%)	n/a	n/a	n/a	8.7%
FY 2023-24 EXECUTIVE REQUEST	\$833,694	\$833,694	\$0	\$0	\$0	5.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

STATE SUSTAINABILITY OFFICE [NEW LINE ITEM]

This line provides funding for the State Sustainability Office.

STATUTORY AUTHORITY: n/a

REQUEST: The Department requests an appropriation of \$408,707 General Fund and 3.2 FTE. This request is associated with the Department’s R4 request.

RECOMMENDATION: Staff **recommends denial of the request.**

(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-division.

DIVISION OF HUMAN RESOURCES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 Appropriation						
H.B. 22-1329 (Long Bill)	\$79,965,400	\$4,860,724	\$3,374,827	\$71,729,849	\$0	59.0
S.B. 23-127 (Supplemental)	601,877	601,877	0	0	0	8.8
Other legislation	1,833,490	1,833,490	0	0	0	1.7
TOTAL	\$82,400,767	\$7,296,091	\$3,374,827	\$71,729,849	\$0	69.5
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$82,400,767	\$7,296,091	\$3,374,827	\$71,729,849	\$0	69.5
R1 COE common policy	0	(206,883)	41,392	165,491	0	0.0
R2 Labor Relations Services resources	1,075,775	1,075,775	0	0	0	11.7
R3 COWINS Partnership Agreement implementation resources	3,413,177	3,413,177	0	0	0	48.3
R5 Statewide central services staffing	0	0	0	0	0	0.0
R11 Employee engagement survey vendor	85,000	85,000	0	0	0	0.0
BA5 Risk Management legal services correction	(955,640)	0	0	(955,640)	0	0.0
Centrally appropriated line items	(120,419)	0	0	(120,419)	0	0.0
Risk Management base adjustment	5,958,829	0	0	5,958,829	0	0.0
Indirect cost assessment	113,544	73,704	35,276	4,564	0	0.0
Annualize prior year budget actions	354,997	300,397	29,363	25,237	0	0.0
Annualize prior year legislation	(1,464,484)	(2,654,345)	0	1,189,861	0	(8.5)
TOTAL	\$90,861,546	\$9,382,916	\$3,480,858	\$77,997,772	\$0	121.0
INCREASE/(DECREASE)	\$8,460,779	\$2,086,825	\$106,031	\$6,267,923	\$0	51.5
Percentage Change	10.3%	28.6%	3.1%	8.7%	n/a	74.1%
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$26,343,665	\$26,136,784	\$0	\$206,881	\$0	19.5

DECISION ITEMS – DIVISION OF HUMAN RESOURCES

→ R2 LABOR RELATIONS SERVICES RESOURCES

REQUEST: The Department request includes an increase of \$1,833,908 General Fund and 15.1 FTE in FY 2023-24 to provide additional support with the negotiations and implementation of the COWINS Partnership Agreement and its 38 side agreements. The request annualizes to \$2.3 million General Fund and 19.7 FTE in FY 2024-25 and ongoing. The request also includes a non-prioritized request in the Governor's Office for \$420,341 General Fund and 2.8 FTE in FY 2023-24, annualizing to \$398,653 General Fund and 3.0 FTE in FY 2024-25.

RECOMMENDATION: Staff recommends an appropriation of \$1,075,775 General Fund and 11.7 FTE in FY 2023-24 for the Department of Personnel. The recommendation annualizes to \$1.2 million General Fund and 13.0 FTE in FY 2024-25. Additionally, staff recommends the non-prioritized request in the Governor Office.

R2 – FY 2023-24 RECOMMENDATION AND FY 2024-25 ANNUALIZATION		
DEPARTMENT/COST COMPONENT	FY 2023-24	FY 2024-25
	GENERAL FUND	GENERAL FUND
<i>Personnel</i>		
Personal services	\$911,485	\$994,347
FTE	11.7	13.0
Centrally appropriated costs	0	236,406
Operating expenses	164,290	17,550
Sub-total	\$1,075,775	\$1,248,303
<i>Governor's Office</i>		
Personal services	\$284,757	\$288,054
FTE	2.7	3.0
Centrally appropriated costs	0	60,059
Operating expenses	77,420	30,730
Sub-total	362,177	378,843
Total	\$1,437,952	\$1,627,146

ANALYSIS: The staffing resources requested by the Department are intended to support the ongoing administration of the Colorado Workers for Innovative New Solutions (COWINS) Partnership Agreement. The Labor Relations Services unit currently has 9.0 FTE assigned. These FTE were allocated through H.B. 20-1153 (Colorado), which laid the ground work for the negotiations of both the initial COWINS Partnership Agreement and the recent renegotiations focused on compensation. The Labor Relations Services unit is also responsible for assisting during the negotiations of State Entity Agreements (SEA) negotiations, which are defined in Article 1.28 of the Agreement and authorized by Section 24-50-1112 (3)(b), C.R.S.

Labor Relations Services also manages the Partnership Agreement Disputes (PADs) process for the State. There are three levels of PADs defined in Article 9.2 of the Agreement, with Level 2 PADS requiring the most attention of Labor Relations Services. A Level 2 PAD occurs when a covered employee appeals a Level 1 decision. The Partnership Agreement requires that a hearing for a Level 2 PAD be conducted within 10 working days of receipt of written notice of appeal. The Department reports that Level 2 PADs II each require 10 hours of staff time for researching, interviewing, and conducting a hearing. Labor Relations Services have received 15 Level 2 Partnership Agreement Disputes since the start of the fiscal year.

REQUESTED FTE FOR LABOR RELATIONS SERVICES		
CLASSIFICATION	DESCRIPTION	POSITIONS
<i>Personnel</i>		
HR Spec V	Labor relations negotiator	1.0
HR Spec IV	Prep negotiator	2.0
Program Assist II	Labor relations program assist.	1.0
Data Management IV	Data analyst	1.0

REQUESTED FTE FOR LABOR RELATIONS SERVICES		
CLASSIFICATION	DESCRIPTION	POSITIONS
HR Spec IV	Consulting services	2.0
Data Management III	Analytics analyst	2.0
HR Spec IV	Comp analyst	2.0
Training Spec IV	Facilitator	2.0
	Sub-total	13.0
<i>Governor's Office</i>		
Attorney	n/a	1.0
Budget Analyst II	n/a	1.0
Project manager II	n/a	1.0
	Sub-total	3.0
	Total	16.0

DEPARTMENT OF PERSONNEL STAFFING

The three negotiators would assist the Chief Negotiator with preparing for the negotiation and assist with ongoing statewide negotiations. These FTE would also support State Entity Agreements (SEA) negotiations. The Department anticipates a total of 38 State Entity Agreements. The Department estimates that each SEA will take 500 hours of employee time from Labor Relations Services, across two full time positions, with an additional 200 hours from subject matter experts. To date, two SEAs have been negotiated – one with the Department of Corrections and one with the Department of Human Services. The request asks for range midpoint funding for each of the three negotiator positions.

The requested program assistant would coordinate administrative tasks related to the Labor Management Committees (LMC) and the Equity Diversity and Inclusion (EDI) Task Force, audit and coordinate the steward time reimbursement process, provide document control, and track general analytics for partnership agreement utilization. These functions are currently being conducted by existing staff. Additionally, two compensation analysts are requested to serve as subject matter experts on compensation and benefits. The Department request the range minimum funding for the program assistant and the range third quartile for the compensation analysts.

The data analyst would create and coordinate a data cleanup process across all State entities in preparation for side agreements. The analytics analysts will field and process data requests from state staff and COWINS. The Department estimates that with roughly 13 side agreements each year, each of the analysts will be supporting up to seven side agreements per year. Support from these analysts include preparing cost scenarios in advance of negotiations, supporting DHR for analytical data requests, responding to data requests from COWINS, and responding to the specific needs of the negotiations team during the side agreements and full partnership agreements. The request seeks range midpoint funding for analyst.

To meet statutory requirements, the State needs to negotiate and implement approximately 13 State Entity Agreements each year. The Department requests two positions for consulting services dedicated to preparing agencies in advance of their scheduled side agreement negotiations, and any as-needed support for coaching once side agreements are finalized. Additionally, two facilitators for the Center for Organizational Effectiveness are requested to assist and train departmental staff in advance of State Entity Agreement negotiations. The Department requests the consulting services positions and the facilitators at the job classification midpoint.

GOVERNOR’S OFFICE STAFFING

The requested staffing (Attorney, Budget Analyst, and Project Manager) for the Governor’s office will support departments in navigating the complexities of the negotiations and the Partnership Agreement. These staff will also begin preparations for the upcoming renegotiation of the entire Partnership Agreement, which is scheduled to commence in the spring/summer of 2024. The current Partnership Agreement expires July 31, 2024.

→ R3 COWINS PARTNERSHIP AGREEMENT IMPLEMENTATION RESOURCES

REQUEST: The Department request includes an increase of \$30.0 million General Fund and 58.9 FTE in FY 2023-24 to: provide implementation support of Article 31.6 of the Colorado Workers for Innovative and New Solutions (COWINS) Partnership Agreement; implement professional development incentive program; expand recruitment, marketing, and branding; and expand leadership training programs. The request annualizes to \$27.7 million General Fund and 33.0 FTE in FY 2024-25 and \$257,830 General Fund and 1.0 FTE in FY 2025-26 and ongoing.

REQUEST - R3 COWINS PARTNERSHIP AGREEMENT IMPLEMENTATION RESOURCES				
REQUEST ELEMENT	FY 2023-24		FY 2024-25	
	GENERAL FUND	FTE	GENERAL FUND	FTE
Article 31.6 pay step plan implementation	\$5,004,602	51.6	\$2,671,061	25.0
Professional development pay	15,000,000	1.8	15,000,000	2.0
Statewide recruitment, marketing, & branding	7,500,000	0.9	7,500,000	1.0
Leadership training	2,500,000	4.6	2,500,000	5.0
Total	\$30,004,602	58.9	\$27,671,061	33.0

RECOMMENDATION: Staff recommends the following:

- **Approval of an appropriation of \$4,231,562 General Fund and 48.3 FTE in FY 2023-24** for implementation support of the Article 31.6 pay step plan, which represents the annualization of the Committee’s supplemental funding decision addressing this request. The recommendation annualizes to \$2.5 million General Fund and 29.2 FTE in FY 2024-25 \$257,830 General Fund and 1.0 FTE in FY 2025-26 and ongoing.
- **Denial of all other requested appropriations.**

RECOMMENDATION - R3 COWINS PARTNERSHIP AGREEMENT IMPLEMENTATION RESOURCES				
REQUEST ELEMENT	FY 2023-24		FY 2024-25	
	GENERAL FUND	FTE	GENERAL FUND	FTE
Article 31.6 pay step plan implementation ¹	\$4,231,562	48.3	\$2,499,667	29.2
Professional development pay	0	0.0	0	0.0
Statewide recruitment, marketing, & branding	0	0.0	0	0.0
Leadership training	0	0.0	0	0.0
Total	\$4,231,562	48.3	\$2,499,667	29.2

¹ Please note that this value have been updated since staff’s supplemental presentation on January 24, 2023.

R3 - FY 2023-24 RECOMMENDATION AND FY 2024-25 ANNUALIZATION ¹		
COST COMPONENTS	FY 2023-24	FY 2024-25
Personal services	\$3,061,302	\$1,857,481
FTE	48.3	29.2
Centrally appropriated costs	818,385	502,766
Operating expenses	351,875	139,420
Total	\$4,231,562	\$2,499,667

R3 - FY 2023-24 RECOMMENDATION AND FY 2024-25 ANNUALIZATION¹

COST COMPONENTS	FY 2023-24	FY 2024-25
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¹ Please note that these values have been updated since staff's supplemental presentation on January 24, 2023.

ANALYSIS: The COWINS Partnership Agreement is made up of 33 Articles covering the terms and conditions of employment as a classified state employee. The Agreement details allowable union activity and rights, the rights of employees and management, compensation and benefits, workplace standards, and the expectations for implementation of the Agreement. Parties to this agreement are the State and Colorado Works for Innovative New Solutions. The Partnership Agreement was initially ratified and became effective November 18, 2021. In the Fall of 2022, the State and COWINS reopened negotiations regarding Article 31, which addresses state employee wages. The amended Partnership Agreement was ratified and became effective November 17, 2022.

DEPARTMENT STAFFING PLAN FOR ARTICLE 31.6 IMPLEMENTATION

The request is for staffing resources to continue the process of implementing the provisions of Article 31.6 of the Partnership Agreement. The Department requests one-time, term-limited FTE funding and vendor engagement funding for the operating impacts of the amendments to the Partnership Agreement, which requires the State to place employees on a pay step plan based on time in their current job series by July 1, 2024. The State must provide a preliminary placement notice to COWINS and each employee of their new compensation per the new pay step plan by March 31, 2024. From July 1, 2023 until March 31, 2024, the Department will partner with state agencies to review each employee's personnel file to identify individual placement in the pay plan.

ARTICLE 31.6 - DEPT. OF PERSONNEL IMPLEMENTATION TIMELINE				
PROJECT PHASE	BEGIN DATE	END DATE	MONTHS IN PHASE	WORKING DAYS
Step system build	4/1/2023	7/1/2023	3	65
Preliminary placement notice	7/1/2023	4/1/2024	9	195
Employee placement appeals	4/1/2024	5/1/2024	1	22
Appeal to determination	5/1/2024	5/15/2024	0	14
Finalize appeal determination	5/15/2024	6/15/2024	1	30

This process will be primarily a manual process, as the state does not currently have a human resources information system that can accomplish in the task. Assumptions for daily workload are based upon the Department's recent experience validating similar requests for Temporary Public Service Loan Forgiveness at the federal level. This request includes 15.0 FTE, of which half are for FY 2023-24, to complete the preliminary placement review and notification phase.

PRELIMINARY PLACEMENT NOTICE - TECHNICIAN TEAM	
Total State employees	24,028
Days for evaluation	195
Required total daily evaluations	123
Daily evaluations per employee	8
FTE required for daily workload	15.0

The Department is also responsible for recruiting, hiring, and training a team of 27.0 term-limited FTE to be deployed to other State agencies. Once training is complete, these employees will work with the centralized teams to analyze individual employee records through the Human Resources Data

Warehouse (HRDW) and EMPL systems. Approximately 60 days after the Technician Team begins review, these 27.0 FTE will verify each record, employee notification, and appointing authority notification and documentation for accuracy. Review information will be centrally stored and managed by the Department of Personnel in the event that an employee appeals their pay plan placement decision within the appeal window (April 2024 - May 2024). On May 15, 2024, preliminary placement notices will be finalized and entered into the payroll system to allow time to ensure accurate payment starting July 1 of 2024. Following are the workload estimates provided by the Department for the 27.0 FTE, as well as the distribution of those FTE throughout the various departments.

PRELIMINARY PLACEMENT NOTICE - AGENCY AND EMPLOYEE DATA VALIDATION, DOCUMENTATION, AND REVIEW	
Total State Employees	24,028
Days for Evaluation	135
Required Total Daily Evaluations	178
Daily Evaluations per Employee	8
Total FTE (term-limited)	27.0

DATA VALIDATION, DOCUMENTATION, AND REVIEW - FTE DISTRIBUTION BY DEPARTMENT					
DEPARTMENT	12- MONTH AVERAGE CLASSIFIED EMPLOYEE COUNT	% ALLOCATION	FTE ALLOCATION	FLOAT POOL	TOTAL FTE
Agriculture	284	1%	0.0	0.5	0.5
Corrections	5,639	23%	6.0	0.0	6.0
Education	143	1%	0.0	0.5	0.5
Governor's Office (OIT only)	454	2%	0.0	1.0	1.0
Health Care Policy and Financing	606	3%	1.0	0.0	1.0
Higher Education	5	0%	0.0	0.0	0.0
Human Services	4,565	19%	4.0	0.0	4.0
Labor	1,419	6%	1.0	0.0	1.0
Law	200	1%	0.0	0.5	0.5
Local Affairs	204	1%	0.0	0.5	0.5
Military Affairs	164	1%	0.0	0.5	0.5
Natural Resources	1,442	6%	1.0	0.0	1.0
Personnel	360	1%	0.0	1.0	1.0
Public Health	1,663	7%	2.0	0.0	2.0
Public Safety	1,785	7%	2.0	0.0	2.0
Regulatory Agencies	551	2%	1.0	0.0	1.0
Revenue	1,477	6%	1.0	0.0	1.0
State	128	1%	0.0	0.5	0.5
Transportation	2,909	12%	3.0	0.0	3.0
Treasury	30	0%	0.0	0.0	0.0
Total	24,028	100%	22.0	5.0	27.0

RESOURCES FOR VENDOR SERVICES

The Department requests \$185,000 General Fund to procure vendor services to support the initial workload generated by the amended Partnership Agreement; this request would annualize to \$100,000 General Fund in FY 2024-25 and ongoing for continuing operations. The Department expects that the selected vendor will develop a capability for the Department to efficiently extract data from existing human resources systems, including HRDW and EPML. This project is expected to take approximately three-months to complete. Additionally, this vendor is expected to provide documentation and data tracking tools to manage the pay-step placement process. The Department will use these funds to hire project management staff to:

- work with the vendor on process development design;
- develop training materials in partnership with State agency subject matter experts; and
- train additional term-limited staff to be deployed for agency assistance in managing the workload.

NON-NEGOTIATED REQUEST ELEMENTS

The Department requests \$25.0 million General Fund and 7.3 FTE in FY 2023-24, annualizing to 8.0 FTE in FY 2024-25, for three initiatives to improve recruitment, retention, and training of state employees. The \$25.0 million is split as follows:

- \$15.0 million and 1.8 FTE for professional development pay;
- \$7.5 million and 0.9 FTE for recruitment, marketing, and branding; and
- \$2.5 million and 4.6 FTE for leadership training.

The information regarding each of these initiatives included in the Department’s November 1, 2022 submission was limited. For each initiative, the Department provided one to two paragraphs and a table summarizing the anticipated expenditures for each. In the subsequent months, and at the prompting of staff, the Department provided additional information regarding the justifications and assumptions underpinning these initiatives.

PROFESSIONAL DEVELOPMENT PAY

As originally requested, funds for this initiative would allow the Department to offer additional compensation for training and professional development. However, both in the request and during follow-up discussions with the Department, it was made clear that the initiative was in the nascent stages of scoping and development. There was no formalized implementation plan or clear sense of who would qualify, how participation would be measured, or how additional compensation levels would be determined. From these discussions, the Department developed the following proposal for utilizing this funding.

Revised Proposal for Professional Development Pay Initiative		
Staffing Costs	\$184,710	
Additional funds for Tuition reimbursement	12,000,000	Assumes \$8,000 reimbursement for 1,500 employees. See comment below for additional explanation
Center of Organizational Effectiveness	\$1,500,000	Make all courses offered through COE available to any eligible state employee at no charge to the department.
Colorado State Employee Assistance Program	\$500,000	Ensure CSEAP has sufficient resources to meet the need of employees.
Total	\$14,184,710	

The lion’s share of the requested funding would be used to increase appropriations for the tuition reimbursement program. The tuition reimbursement program is in its first year of implementation, having received a \$500,000 General Fund appropriation through last year’s Long Bill (H.B. 22-1329; FY 2022-23 R10/BA1). The program is detailed in Article 24.5 of the COWINS Partnership Agreement.

TUITION REIMBURSEMENT PROGRAM FY 2022-23 PARTICIPATION	
COURSE TYPE	APPROVED APPLICATIONS
Advanced College Degree	36
Associate Degree	20

TUITION REIMBURSEMENT PROGRAM FY 2022-23	
PARTICIPATION	
COURSE TYPE	APPROVED APPLICATIONS
Bachelor Degree	32
English Language Proficiency	2
General Education Development (GED) or High School Course	2
Language Classes	2
Trade School Courses or Certificates	13
Other	7
Total applications	114
Appropriations obligated	\$228,000
Total Expenditures*	\$0

* Reimbursements occur upon verification of course completion.

The proposed orders of magnitude increase in funding for the tuition reimbursement program begs serious questions about the ability for the entirety of the \$12.0 million to be utilized in a single fiscal year. As it currently stands, the program has not reach half capacity; the Department is proposing to increase funding by roughly 24,000.0 percent. Staff will also note that the requested funding was not accompanied by an analysis or data showing each programs need in a defensible request for funding.

RECRUITMENT, MARKETING, AND BRANDING

The Department plans for the request \$7.5 million General Fund for this initiative to establish a branding and recruiting model for the State to support agencies in recruiting, marketing, and talent acquisitions. This initiative would be in addition to any like efforts by individual departments, with \$5.0 million for digital recruitment marketing, \$600,000 for vendor engagement, and \$1.8 million for miscellaneous marketing. The Department consulted with an internal Human Resources Directors Group in developing this funding request. However, as the Department acknowledges, it has not undertaken this type of effort before and request is based on their best estimate. Staff inquired about any research or surveys conducted with individual agencies about costs of recruitment marketing efforts and the methodology used to scale those finding for this request; however, no methodology was provided.

LEADERSHIP TRAINING

The request includes \$2.5 million General Fund for the Center for Organizational Excellence (COE) to act as consultants focused on leadership training, management coaching, and change management. The formal request has little information detailing how the Department calculated the level of funding for this initiative. However, in subsequent communications, it was indicated to staff that the Department assumed an average cost of \$1,000 per employee for the type of training envisions. A maximum of 2,500 would therefore be eligible to participate in this initiative. However, a total of 1,061 state employees availed themselves of COE services in FY 2021-22, the last full fiscal year for which there is data. The proposed funding would effectively seek to triple COE utilization, though the Department does not provide any information that would support that level of demand for services.

Given the scale of the funding requests for the non-negotiated elements and the minimal amount of accompanying programmatic data or analysis, staff recommends denial of these portions of the request. Requests of this magnitude are normally presented to the Committee as standalone requests with full narratives and supporting documentation. Additionally, there is little discussion regarding the

ability of each of these programs to fully utilize the requested funding in a single fiscal year; the Department is requesting \$50.0 million General Fund across two fiscal years for unproven initiatives.

→ R11 EMPLOYEE ENGAGEMENT SURVEY VENDOR

REQUEST: The Department request includes increase of \$285,000 General Fund in FY 2023-24 to address increased vendor costs for the biennial Employee Engagement Survey (EES), which gives state employees the opportunity to provide operational feedback. The requested funding will allow the Department to secure a vendor for the next survey to be conducted in FY 2023-24.

The Employee Engagement Survey was first funded in FY 2013-14 when the Joint Budget Committee approved \$215,000 in General Fund on a biennial cycle. Since that time, the Department has administered the biennial engagement survey in every odd year, with the exception of the most recent survey, which occurred in early 2022. Working a vendor in each survey year, the Department develops the form, format, questions, communications protocols, marketing materials, and survey administration timeline over the course of the first four months of the survey year. The survey is typically released to employees in late-October or November in electronic and paper formats, and is open for response for 2-4 weeks, depending upon the coincidence of other events during that time. Once the survey is complete, the vendor compiles the data, updates the online reporting tool, produces and presents high-level reports for executive staff, and releases the results of the survey for State use.

Employee feedback survey programs help organizations understand and manage workforce climate. Effective surveys provide a framework not only for measurement, but also for action to maintain quality and to improve where needed. Focused measurement and action on strategic components of organizational culture can have a critical impact on performance. Certain facets of a working climate are central forces in creating more effective organizations and reflects the principle that organizational climate is correlated to performance.

The Department resolicited the contract for the survey vendor in advance of the 2021 EES via a Request for Proposal resulting in two responses; the incumbent vendor and one other. The non-incumbent vendor had little to no experience administering surveys to employee organizations of similar size and complexity to the State, so the incumbent vendor was the successful bidder. However, the State could not reach agreement on contractual terms as the vendor had recently been acquired by another entity that would not negotiate on terms the State requires in its contracts (e.g. State of Colorado laws governing any disputes in the contract). Ultimately, the State was able to reach an agreement with a vendor through the Statewide Internet Portal Authority, but the implementation of the EES was delayed. In discussion with the new vendor, it was disclosed that the value of the services provided under the contract would typically be closer to \$500,000 per survey rather than the \$215,000 currently appropriated for the Employee Engagement Survey.

RECOMMENDATION: **Staff recommends an increase of \$85,000 General Fund in FY 2023-24.**

ANALYSIS: The Department's request represents a 132.6 percent increase in the appropriation for the Employee Engagement Survey and is based exclusively on discussions with the current, first-time vendor utilized for the 2021 EES; this is problematic. Relying on a single vendor for costing information for an effort of this magnitude is not sound budgeting practice. The vendor has no motive

to provide an estimate based on actual market conditions. It may be that the estimate provided to the Department is accurate, but without corroborating evidence or market analysis, the requested increase is simply based on anecdotal evidence. Given the recent difficulties the Department has experienced in the re-bid of the EES contract, it is clear that the current appropriation is insufficient to secure a vendor. The concern staff has is that the actual cost of the contract will not be based on market conditions, but on the available appropriations; similar to how a gas will fill the volume of a container in which it is placed.

Staff's recommendation is based on an inflationary adjustment to the current appropriation of \$215,000. This appropriation, which was first initiated in FY 2013-14, has not been adjusted in a decade. The Denver-Aurora-Lakewood consumer price index shows that inflation from 2013 to 2022 is 31.9 percent. Applying this inflation measure to the current appropriation results in an \$68,595 increase, or a total appropriation of \$283,595. Taking into consideration the recent trouble the Department experienced in procuring a vendor, staff then round to the nearest 100,000th dollar amount. As such, staff's recommendation is for an increase in appropriation of \$85,000 General Fund, or 39.5 percent.

→ BA5 RISK MANAGEMENT LEGAL SERVICES CORRECTION

REQUEST: The Department request a reduction of \$1,059,139 total funds, including \$93,783 General Fund, to address a technical correction to legal services appropriations requested for the Worker's Compensation and Payment to Risk Management and Property Funds common policies, as well as the Department's central legal services appropriations. An error in the Department's November 1, 2022 budget request incorrectly annualized several legal services appropriations from prior legislative sessions. These bills include:

- S.B. 21-088 (Child Sexual Abuse Accountability Act),
- H.B. 21-1250 (Measures to Address Law Enforcement Accountability),
- S.B. 22-097 (Whistleblower Protection Health & Safety), and
- S.B. 22-163 (Establish State Procurement Equity Program)

RECOMMENDATION: **Staff recommends approval of the request.**

ANALYSIS: The requested and recommended technical corrections have been accounted for in the in the staff recommendations for the Worker's Compensation and Payment to Risk Management and Property Funds common policies.

WORKER'S COMPENSATION COMMON POLICY

Risk Management Services protects the State's human resource and property assets through the administration of liability, property, and workers' compensation coverage for state agencies. Services include accident investigation, legal defense, safety training, hazard mitigation, building inspection, insurance procurement, claim evaluation, and data collection. Risk Management Services is funded by reappropriated funds from 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.

The workers' compensation program is used to pay workers' compensation benefits to state employees. 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. Money in the account are 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.

LIABILITY PROGRAM COMMON POLICY

The State is self-insured for the Liability Program. 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 \$424,000 per person and \$1,195,000 per occurrence. This act does *not* apply to liabilities that pertain to federal law (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. Moneys in the fund are **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. The Liability Legal Services line item is continuously appropriated for legal expenses associated with the Liability Program purchased from outside counsel and purchased through the Department of Law.

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 FTE in State Agency Services.

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

REQUEST: The Department requests an appropriation of \$3.1 million total funds, including \$2.9 million General Fund and \$220,727 cash funds from the Revenue Loss Restoration Cash Fund, and 31.7 FTE, which includes the Department's R5 request.

RECOMMENDATION: Staff recommends an appropriation of \$2.5 million total funds, including \$2.3 million General Fund and \$220,727 cash funds, and 26.2 FTE. Staff's recommendation includes the denial for the Department's R5 request.

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$2,219,957	\$1,999,230	\$220,727	\$0	\$0	24.2
Other legislation	\$178,799	\$178,799	\$0	\$0	\$0	1.7
TOTAL	\$2,398,756	\$2,178,029	\$220,727	\$0	\$0	25.9
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$2,398,756	\$2,178,029	\$220,727	\$0	\$0	25.9
Annualize prior year budget actions	60,483	60,483	0	0	0	0.0
Annualize prior year legislation	24,523	24,523	0	0	0	0.3
R5 Statewide central services staffing	0	0	0	0	0	0.0
TOTAL	\$2,483,762	\$2,263,035	\$220,727	\$0	\$0	26.2
INCREASE/(DECREASE)	\$85,006	\$85,006	\$0	\$0	\$0	0.3
Percentage Change	3.5%	3.9%	0.0%	n/a	n/a	1.2%
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$589,169	\$589,169	\$0	\$0	\$0	5.5

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 \$8.4 million total funds, including \$8.4 million General Fund and \$12,900 cash funds from the Revenue Loss Restoration Cash Fund

RECOMMENDATION: Staff recommends an appropriation of \$108,577 General Fund.

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$108,577	\$95,677	\$12,900	\$0	\$0	0.0
Other legislation	\$14,830	\$14,830	\$0	\$0	\$0	0.0
TOTAL	\$123,407	\$110,507	\$12,900	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$123,407	\$110,507	\$12,900	\$0	\$0	0.0
R3 COWINS Partnership Agreement implementation resources	0	0	0	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
Annualize prior year legislation	(12,130)	(12,130)	0	0	0	0.0
Annualize prior year budget actions	(6,200)	(6,200)	0	0	0	0.0
TOTAL	\$105,077	\$92,177	\$12,900	\$0	\$0	0.0

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
INCREASE/(DECREASE)	(\$18,330)	(\$18,330)	\$0	\$0	\$0	0.0
Percentage Change	(14.9%)	(16.6%)	0.0%	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$8,376,665	\$8,363,765	\$12,900	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$8,271,588	\$8,271,588	\$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 \$500,000 General Fund, which includes the Department's R11 request.

RECOMMENDATION: Staff **recommends an appropriation of \$300,000 General Fund.**

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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$425,000	\$425,000	\$0	\$0	\$0	0.0
Other legislation	(300,000)	(300,000)	0	0	0	0.0
TOTAL	\$125,000	\$125,000	\$0	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$125,000	\$125,000	\$0	\$0	\$0	0.0
Annualize prior year budget actions	215,000	215,000	0	0	0	0.0
R11 Employee engagement survey vendor	85,000	85,000	0	0	0	0.0
Annualize prior year legislation	(125,000)	(125,000)	0	0	0	0.0
TOTAL	\$300,000	\$300,000	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$175,000	\$175,000	\$0	\$0	\$0	0.0
Percentage Change	140.0%	140.0%	n/a	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$500,000	\$500,000	\$0	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$200,000	\$200,000	\$0	\$0	\$0	0.0

STATE EMPLOYEE TUITION REIMBURSEMENT

This line item is proposed as a result of the negotiated collective bargaining agreement between the State of Colorado and the certified employee organization, as prescribed and defined in Section 24-50-1101 et seq., C.R.S.

STATUTORY AUTHORITY: Sections 24-50-104 (a)(I and II), C.R.S.

REQUEST: The Department requests \$12,500,000 General Fund, which includes the Department’s R3 request.

RECOMMENDATION: Staff **recommends an appropriation of \$500,000 General Fund.**

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, STATE EMPLOYEE TUITION REIMBURSEMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$500,000	\$500,000	\$0	\$0	\$0	0.0
TOTAL	\$500,000	\$500,000	\$0	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$500,000	\$500,000	\$0	\$0	\$0	0.0
R3 COWINS Partnership Agreement implementation resources	0	0	0	0	0	0.0
TOTAL	\$500,000	\$500,000	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$0	\$0	\$0	\$0	\$0	0.0
Percentage Change	0.0%	0.0%	n/a	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$12,500,000	\$12,500,000	\$0	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$12,000,000	\$12,000,000	\$0	\$0	\$0	0.0

TERM-LIMITED RECRUITMENT AND RETENTION STAFF [NEW LINE ITEM]

This line provides funding for term-limited staff associated with the implementation of the Colorado Workers for Innovative New Solutions (COWINS) Partnership Agreement.

STATUTORY AUTHORITY: Section 24-50-1104, C.R.S.

REQUEST: The Department requests an appropriation of \$606,856 General Fund and 7.4 FTE. This request is associated with the Department’s R3 request.

RECOMMENDATION: Staff **recommends denial of the request.**

(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 3.0 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 \$4.2 million total funds, including \$3.9 million General Fund, \$41,392 cash funds from the Professional Development Center Cash Fund, and \$226,742 reappropriated funds the same Fund, and 4.1 FTE. This includes the Department’s R1, R2, and R3 requests.

RECOMMENDATION: Staff **recommends an appropriation of \$507,2378 total funds**, including \$446,025 General Fund, \$41,392 cash funds from the Professional Development Center Cash Fund, and \$19,861 reappropriated funds from the same Fund, and 4.1 FTE. Staff **requests permission to adjust the fund splits of this line in the event the Committee takes staff’s recommendation regarding R1.**

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, TRAINING SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$277,112	\$277,112	\$0	\$0	\$0	2.3
TOTAL	\$277,112	\$277,112	\$0	\$0	\$0	2.3
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$277,112	\$277,112	\$0	\$0	\$0	2.3
R2 Labor Relations Services resources	224,144	224,144	0	0	0	1.8
Annualize prior year budget actions	6,022	6,022	0	0	0	0.0
R3 COWINS Partnership Agreement implementation resources	0	0	0	0	0	0.0
R1 COE common policy	0	(61,253)	41,392	19,861	0	0.0
TOTAL	\$507,278	\$446,025	\$41,392	\$19,861	\$0	4.1
INCREASE/(DECREASE)	\$230,166	\$168,913	\$41,392	\$19,861	\$0	1.8
Percentage Change	83.1%	61.0%	n/a	n/a	n/a	78.3%
FY 2023-24 EXECUTIVE REQUEST	\$4,176,372	\$3,908,238	\$41,392	\$226,742	\$0	4.1
Request Above/(Below) Recommendation	\$3,669,094	\$3,462,213	\$0	\$206,881	\$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 \$145,630 reappropriated funds from the Professional Development Center Cash Fund.

RECOMMENDATION: Staff **recommends approval of the request.** However, staff recommendation for indirect costs is pending Committee action on outstanding centrally appropriated line items. Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$71,926	\$71,926	\$0	\$0	\$0	0.0
TOTAL	\$71,926	\$71,926	\$0	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$71,926	\$71,926	\$0	\$0	\$0	0.0
Indirect cost assessment	73,704	73,704	0	0	0	0.0
R1 COE common policy	0	(145,630)	0	145,630	0	0.0
TOTAL	\$145,630	\$0	\$0	\$145,630	\$0	0.0
INCREASE/(DECREASE)	\$73,704	(\$71,926)	\$0	\$145,630	\$0	0.0
Percentage Change	102.5%	(100.0%)	n/a	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$145,630	\$0	\$0	\$145,630	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(B) LABOR RELATIONS SERVICES

This subdivision was created with the passage of H.B. 20-1153 (Colorado Partnership For Quality Jobs And Services Act), which creates a collective bargaining system between covered state employees and the state's executive branch. The bill requires the state to enter into a partnership agreement with certified employee organizations, defines the duties of the parties, and creates standards and procedures related to disputes. Labor Relations Services is funded with cash funds from the COVID Heroes Collaboration Fund, created in Section 24-50-104 (1)(k), C.R.S. Revenue in the Fund is not generated by fees, rather money was transferred to the Fund from the State Employee Reserve Fund, pursuant to Section 24-50-104 (1)(j)(III)(D), C.R.S.

PERSONAL SERVICES

This line item funds the FTE in Labor Relations Services to perform data verification and reporting, program supervision, CORE transaction entry, and process additional documentation related to the Capitol Complex.

STATUTORY AUTHORITY: Section 24-50-1104, C.R.S.

REQUEST: The Department requests an appropriation of \$5.9 million General Fund and 73.8 FTE. This request is associated with the Department’s R2 and R3 requests.

RECOMMENDATION: Staff **recommends \$4.8 million General Fund** and 67.2 FTE.

DIVISION OF HUMAN RESOURCES, LABOR RELATIONS SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$979,629	\$979,629	\$0	\$0	\$0	9.0
S.B. 23-127 (Supplemental)	\$356,547	\$356,547	\$0	\$0	\$0	8.8
TOTAL	\$1,336,176	\$1,336,176	\$0	\$0	\$0	17.8
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,336,176	\$1,336,176	\$0	\$0	\$0	17.8
R3 COWINS Partnership Agreement implementation resources	3,061,302	3,061,302	0	0	0	48.3
R2 Labor Relations Services resources	763,411	763,411	0	0	0	9.9
Annualize prior year budget actions	25,092	25,092	0	0	0	0.0
Annualize prior year legislation	(356,547)	(356,547)	0	0	0	(8.8)
TOTAL	\$4,829,434	\$4,829,434	\$0	\$0	\$0	67.2
INCREASE/(DECREASE)	\$3,493,258	\$3,493,258	\$0	\$0	\$0	49.4
Percentage Change	261.4%	261.4%	n/a	n/a	n/a	277.5%
FY 2023-24 EXECUTIVE REQUEST	\$5,931,521	\$5,931,521	\$0	\$0	\$0	73.8
Request Above/(Below) Recommendation	\$1,102,087	\$1,102,087	\$0	\$0	\$0	6.6

OPERATING EXPENSES

This line item funds the operating expenses of Labor Relations Services.

STATUTORY AUTHORITY: Section 24-50-1104, C.R.S.

REQUEST: The Department requests an appropriation of \$357,116 General Fund. This request is associated with the Department’s R2 and R3 requests.

RECOMMENDATION: Staff recommends an appropriation of \$452,245 General Fund.

DIVISION OF HUMAN RESOURCES, LABOR RELATIONS SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
S.B. 23-127 (Supplemental)	\$245,330	\$245,330	\$0	\$0	\$0	0.0
H.B. 22-1329 (Long Bill)	\$12,150	\$12,150	\$0	\$0	\$0	0.0
TOTAL	\$257,480	\$257,480	\$0	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$257,480	\$257,480	\$0	\$0	\$0	0.0
R3 COWINS Partnership Agreement implementation resources	351,875	351,875	0	0	0	0.0
R2 Labor Relations Services resources	88,220	88,220	0	0	0	0.0
Annualize prior year legislation	(245,330)	(245,330)	0	0	0	0.0
TOTAL	\$452,245	\$452,245	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$194,765	\$194,765	\$0	\$0	\$0	0.0
Percentage Change	75.6%	75.6%	n/a	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$357,116	\$357,116	\$0	\$0	\$0	0.0
Request Above/(Below) Recommendation	(\$95,129)	(\$95,129)	\$0	\$0	\$0	0.0

UNION STEWARDS

This line item is proposed as a result of the negotiated collective bargaining agreement between the State of Colorado and the certified employee organization, as prescribed and defined in Section 24-50-1101 et seq., C.R.S.

STATUTORY AUTHORITY: Section 24-50-1107, C.R.S.

REQUEST: The Department requests a continuation appropriation of \$500,000 General Fund.

RECOMMENDATION: Staff **recommends approval of the request.**

(C) 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 \$978,709 cash funds from the Group Benefits Plans Reserve Fund and 12.0 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

DIVISION OF HUMAN RESOURCES, EMPLOYEE BENEFITS SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$949,346	\$0	\$949,346	\$0	\$0	12.0
TOTAL	\$949,346	\$0	\$949,346	\$0	\$0	12.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$949,346	\$0	\$949,346	\$0	\$0	12.0
Annualize prior year budget actions	29,363	0	29,363	0	0	0.0
TOTAL	\$978,709	\$0	\$978,709	\$0	\$0	12.0
INCREASE/(DECREASE)	\$29,363	\$0	\$29,363	\$0	\$0	0.0
Percentage Change	3.1%	n/a	3.1%	n/a	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST						
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 approval of the request.**

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 approval of the request.**

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 a continuation appropriation of \$1,848,225 cash funds.

RECOMMENDATION: Staff **recommends approval of the request.** This appropriation is shown for informational purposes only.

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 \$295,782 cash funds.

RECOMMENDATION: Staff **recommendation for indirect costs is pending Committee action on outstanding centrally appropriated line items.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF HUMAN RESOURCES, EMPLOYEE BENEFITS SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$260,506	\$0	\$260,506	\$0	\$0	0.0
TOTAL	\$260,506	\$0	\$260,506	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$260,506	\$0	\$260,506	\$0	\$0	0.0
Indirect cost assessment	35,276	0	35,276	0	0	0.0
TOTAL	\$295,782	\$0	\$295,782	\$0	\$0	0.0
INCREASE/(DECREASE)	\$35,276	\$0	\$35,276	\$0	\$0	0.0
Percentage Change	13.5%	n/a	13.5%	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$295,782	\$0	\$295,782	\$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
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(D) 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. The reappropriated funds spending authority appropriated to the line items in this subdivision are from the previously identified cash funds.

(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.

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

REQUEST: The Department requests an appropriation of \$897,602 reappropriated funds and 11.5 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$872,365	\$0	\$0	\$872,365	\$0	11.5
TOTAL	\$872,365	\$0	\$0	\$872,365	\$0	11.5
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$872,365	\$0	\$0	\$872,365	\$0	11.5
Annualize prior year budget actions	25,237	0	0	25,237	0	0.0
TOTAL	\$897,602	\$0	\$0	\$897,602	\$0	11.5
INCREASE/(DECREASE)	\$25,237	\$0	\$0	\$25,237	\$0	0.0
Percentage Change	2.9%	n/a	n/a	2.9%	n/a	0.0%

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 EXECUTIVE REQUEST	\$897,602	\$0	\$0	\$897,602	\$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 \$63,668 reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

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 \$390,900 reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, ACTUARIAL AND BROKER SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$347,500	\$0	\$0	\$347,500	\$0	0.0
TOTAL	\$347,500	\$0	\$0	\$347,500	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$347,500	\$0	\$0	\$347,500	\$0	0.0
Risk Management base adjustment	43,400	0	0	43,400	0	0.0
TOTAL	\$390,900	\$0	\$0	\$390,900	\$0	0.0
INCREASE/(DECREASE)	\$43,400	\$0	\$0	\$43,400	\$0	0.0
Percentage Change	12.5%	n/a	n/a	12.5%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$390,900	\$0	\$0	\$390,900	\$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 a continuation appropriation of \$217,300 reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, RISK MANAGEMENT INFORMATION SYSTEM						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$193,300	\$0	\$0	\$193,300	\$0	0.0
TOTAL	\$193,300	\$0	\$0	\$193,300	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$193,300	\$0	\$0	\$193,300	\$0	0.0
Risk Management base adjustment	24,000	0	0	24,000	0	0.0
TOTAL	\$217,300	\$0	\$0	\$217,300	\$0	0.0
INCREASE/(DECREASE)	\$24,000	\$0	\$0	\$24,000	\$0	0.0
Percentage Change	12.4%	n/a	n/a	12.4%	n/a	n/a
FY 2023-24 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 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 \$282,494 reappropriated funds.

RECOMMENDATION: Staff **recommendation for indirect costs is pending Committee action on outstanding centrally appropriated line items.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$277,930	\$0	\$0	\$277,930	\$0	0.0
TOTAL	\$277,930	\$0	\$0	\$277,930	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$277,930	\$0	\$0	\$277,930	\$0	0.0

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Indirect cost assessment	4,564	0	0	4,564	0	0.0
TOTAL	\$282,494	\$0	\$0	\$282,494	\$0	0.0
INCREASE/(DECREASE)	\$4,564	\$0	\$0	\$4,564	\$0	0.0
Percentage Change	1.6%	n/a	n/a	1.6%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$282,494	\$0	\$0	\$282,494	\$0	0.0
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. The lines in this subdivision are 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.

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 \$424,000 per person and \$1,195,000 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.

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

REQUEST: The Department requests \$10,391,477 reappropriated funds. The request includes a Risk Management base adjustment decrease of \$1,860,270 reappropriated funds to reflect the annual calculations made by the State’s actuary to determine the anticipated cost of claims for FY 2023-24.

RECOMMENDATION: Staff **recommends approval of the request.** This appropriation is shown for informational purposes only.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, LIABILITY CLAIMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$8,005,651	\$0	\$0	\$8,005,651	\$0	0.0
Other legislation	\$525,556	\$525,556	\$0	\$0	\$0	0.0
TOTAL	\$8,531,207	\$525,556	\$0	\$8,005,651	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$8,531,207	\$525,556	\$0	\$8,005,651	\$0	0.0

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, LIABILITY CLAIMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Risk Management base adjustment	1,860,270	0	0	1,860,270	0	0.0
Annualize prior year legislation	0	(525,556)	0	525,556	0	0.0
TOTAL	\$10,391,477	\$0	\$0	\$10,391,477	\$0	0.0
INCREASE/(DECREASE)	\$1,860,270	(\$525,556)	\$0	\$2,385,826	\$0	0.0
Percentage Change	21.8%	(100.0%)	n/a	29.8%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$10,391,477	\$0	\$0	\$10,391,477	\$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 \$5,405,081 reappropriated funds, which includes an increase of \$2,770,228 reappropriated funds for anticipated policy premium increases.

RECOMMENDATION: Staff **recommends approval of the request.** This appropriation is shown for informational purposes only.

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 \$6,594,816 reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.** This appropriation is shown for informational purposes only.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, LIABILITY LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$6,743,043	\$0	\$0	\$6,743,043	\$0	0.0

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, LIABILITY LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Other legislation	\$664,305	\$664,305	\$0	\$0	\$0	0.0
TOTAL	\$7,407,348	\$664,305	\$0	\$6,743,043	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$7,407,348	\$664,305	\$0	\$6,743,043	\$0	0.0
Risk Management base adjustment	36,489	0	0	36,489	0	0.0
Annualize prior year legislation	0	(664,305)	0	664,305	0	0.0
BA5 Risk Management legal services correction	(849,021)	0	0	(849,021)	0	0.0
TOTAL	\$6,594,816	\$0	\$0	\$6,594,816	\$0	0.0
INCREASE/(DECREASE)	(\$812,532)	(\$664,305)	\$0	(\$148,227)	\$0	0.0
Percentage Change	(11.0%)	(100.0%)	n/a	(2.2%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$6,594,816	\$0	\$0	\$6,594,816	\$0	0.0
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. The lines in this subdivision are funded from the Self-Insured Property Fund created in Section 24-30-1510.5 (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 24-30-1510.5 (1)(a), C.R.S.

PROPERTY POLICIES

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

REQUEST: The Department requests \$13,241,581 reappropriated funds, which includes a Risk Management base adjustment increase of \$3,365,852.

RECOMMENDATION: Staff **recommends approval of the request.** This appropriation is shown for informational purposes only.

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 \$5,524,375 reappropriated funds, which includes a Risk Management base adjustment decrease of \$1,978,445.

RECOMMENDATION: Staff **recommends approval of the request.** This appropriation is shown for informational purposes only.

(4) WORKERS' COMPENSATION

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

WORKERS' COMPENSATION CLAIMS

This line item funds the payout of workers' compensation benefits to State employees.

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

REQUEST: The Department requests \$30,624,906 reappropriated funds, which includes a Risk Management base adjustment decrease of \$190,219 reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.** This appropriation is shown for informational purposes only.

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 a continuation appropriation of \$1,850,000 reappropriated funds.

RECOMMENDATION: Staff recommends approval of the request.

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 \$991,636 reappropriated funds, which includes a Risk Management base adjustment increase of \$27,254 to account for a reduction of TPA fees expected.

RECOMMENDATION: Staff **recommends approval of the request.** This appropriation is shown for informational purposes only.

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 \$1,356,445 reappropriated funds, which includes the Department's BA5 request.

RECOMMENDATION: Staff recommends approval of the request.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, WORKERS' COMPENSATION LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$1,583,483	\$0	\$0	\$1,583,483	\$0	0.0
TOTAL	\$1,583,483	\$0	\$0	\$1,583,483	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,583,483	\$0	\$0	\$1,583,483	\$0	0.0
Centrally appropriated line items	(120,419)	0	0	(120,419)	0	0.0
BA5 Risk Management legal services correction	(106,619)	0	0	(106,619)	0	0.0
TOTAL	\$1,356,445	\$0	\$0	\$1,356,445	\$0	0.0
INCREASE/(DECREASE)	(\$227,038)	\$0	\$0	(\$227,038)	\$0	0.0
Percentage Change	(14.3%)	n/a	n/a	(14.3%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$1,356,445	\$0	\$0	\$1,356,445	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(3) STATE PERSONNEL BOARD

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. 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.

PERSONNEL BOARD						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 Appropriation						
H.B. 22-1329 (Long Bill)	\$645,762	\$645,762	\$0	\$0	\$0	4.8
TOTAL	\$645,762	\$645,762	\$0	\$0	\$0	4.8
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$645,762	\$645,762	\$0	\$0	\$0	4.8
Centrally appropriated line items	10,707	10,707	0	0	0	0.0
Non-prioritized requests	2,067	2,067	0	0	0	0.0
Annualize prior year budget actions	16,452	16,452	0	0	0	0.0
TOTAL	\$674,988	\$674,988	\$0	\$0	\$0	4.8
INCREASE/(DECREASE)	\$29,226	\$29,226	\$0	\$0	\$0	0.0
Percentage Change	4.5%	4.5%	n/a	n/a	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

DECISION ITEMS –STATE PERSONNEL BOARD [NONE]**LINE ITEM DETAIL –STATE PERSONNEL BOARD****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 \$577,613 General Fund and 4.8 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

PERSONNEL BOARD, PERSONNEL BOARD, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$561,161	\$561,161	\$0	\$0	\$0	4.8
TOTAL	\$561,161	\$561,161	\$0	\$0	\$0	4.8
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$561,161	\$561,161	\$0	\$0	\$0	4.8
Annualize prior year budget actions	16,452	16,452	0	0	0	0.0
TOTAL	\$577,613	\$577,613	\$0	\$0	\$0	4.8
INCREASE/(DECREASE)	\$16,452	\$16,452	\$0	\$0	\$0	0.0
Percentage Change	2.9%	2.9%	n/a	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
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 \$25,036 General Fund.

RECOMMENDATION: Staff **recommends approval of the request.**

PERSONNEL BOARD, PERSONNEL BOARD, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$22,969	\$22,969	\$0	\$0	\$0	0.0
TOTAL	\$22,969	\$22,969	\$0	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$22,969	\$22,969	\$0	\$0	\$0	0.0
Non-prioritized requests	2,067	2,067	0	0	0	0.0
TOTAL	\$25,036	\$25,036	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$2,067	\$2,067	\$0	\$0	\$0	0.0
Percentage Change	9.0%	9.0%	n/a	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
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 \$72,339 General Fund for the purchase of legal services in FY 2023-24.

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.

PERSONNEL BOARD, PERSONNEL BOARD, LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$61,632	\$61,632	\$0	\$0	\$0	0.0
TOTAL	\$61,632	\$61,632	\$0	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$61,632	\$61,632	\$0	\$0	\$0	0.0
Centrally appropriated line items	10,707	10,707	0	0	0	0.0
TOTAL	\$72,339	\$72,339	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$10,707	\$10,707	\$0	\$0	\$0	0.0
Percentage Change	17.4%	17.4%	n/a	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$72,339	\$72,339	\$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 2022-23 Appropriation						
H.B. 22-1329 (Long Bill)	\$36,163,304	\$1,548,282	\$1,380,134	\$33,234,888	\$0	127.9
Other legislation	1,770,793	0	0	1,770,793	0	0.0
TOTAL	\$37,934,097	\$1,548,282	\$1,380,134	\$35,005,681	\$0	127.9
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$37,934,097	\$1,548,282	\$1,380,134	\$35,005,681	\$0	127.9
R10 IDS inserter equipment	0	0	0	0	0	0.0
Non-prioritized requests	30,065	27,725	2,340	0	0	0.0
Indirect cost assessment	(46,681)	0	0	(46,681)	0	0.0
Annualize prior year budget actions	(104,632)	28,530	1,431	(134,593)	0	0.0
Annualize prior year legislation	(2,004,068)	0	0	(2,004,068)	0	0.0
Technical adjustments	57,834	57,834	0	0	0	0.0
TOTAL	\$35,866,615	\$1,662,371	\$1,383,905	\$32,820,339	\$0	127.9
INCREASE/(DECREASE)	(\$2,067,482)	\$114,089	\$3,771	(\$2,185,342)	\$0	0.0
Percentage Change	(5.5%)	7.4%	0.3%	(6.2%)	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

DECISION ITEMS – DIVISION OF CENTRAL SERVICES**→ R10 IDS INSERTER EQUIPMENT**

REQUEST: The Department request includes a budget neutral transfer of \$307,243 reappropriated funds between the Operating Expenses and Print Equipment Lease Purchase line items within Integrated Document Solutions (IDS) in FY 2023-24 and ongoing for the lease-purchase of a new high-volume printing inserter to replace the currently underperforming equipment.

The requested spending authority will finance a 10-year lease-purchase agreement for the new equipment, terminating in 2033. Capital leases with lifetime costs over \$500,000 require legislative approval pursuant to Section 24-82-801, C.R.S. The total cost of the new equipment is \$3.1 million, with \$2.4 million in principal payments and \$672,432 in interest, based on an assumed 5.25 percent interest rate. The requested spending authority will transfer back to Operating Expenses line item in FY 2034-35.

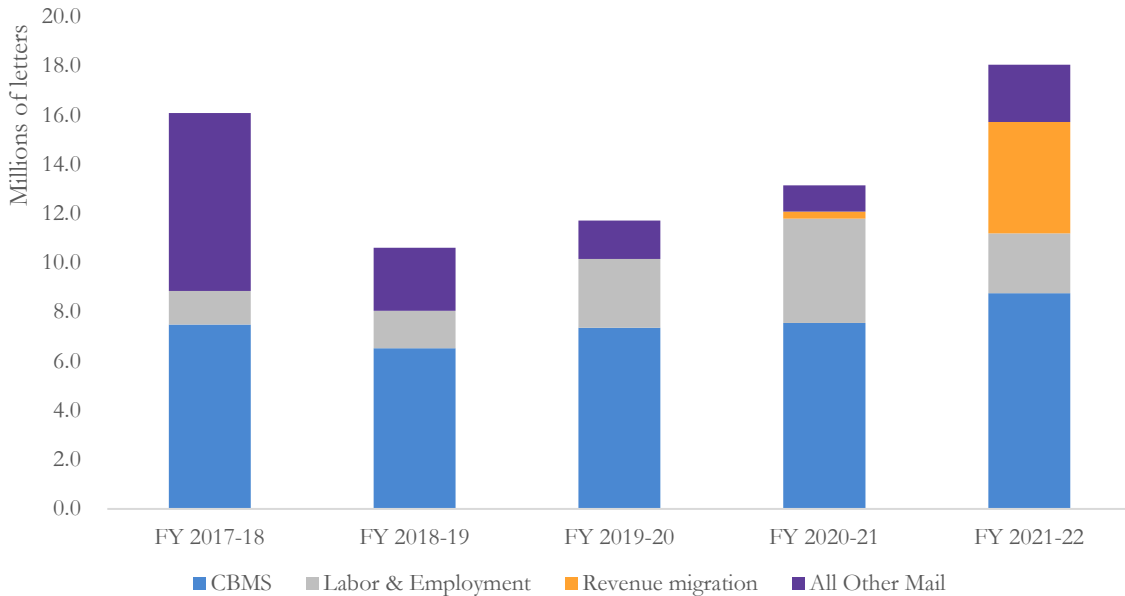
RECOMMENDATION: **Staff recommends approval of the request.**

ANALYSIS: Integrated Document Solutions is the State’s printer and is an end-to-end document management operation, serving all government entities across Colorado. IDS advises, assists, and supports each agency’s needs and provides a wide variety of document solutions, from business cards, graphic design, and scanning, to print, mail delivery, and warehousing.

PRINT INSERTER VOLUME

Four new print inserters were purchased in 2018. At the time, volume data was trending downward and agency customers expected the trend to continue. However, letter volumes from agencies grew significantly in FY 2020-21 and FY 2021-22. Along with economic drivers that increased volumes from the Colorado Benefits Management System (CBMS) and the Department of Labor and Employment, IDS added the Department of Revenue as a new print customer. At the same time that print volume was being driven up by these factors, time frames delivery of services and products were compressed. CBMS mandated either a 48- to 72-hour turnaround on all of its letters, while in the past these timeframes were treated as goals. All of the volume changes required a major adjustment in how IDS handled the DOR volume and 24-hour deliverable for the vast majority of daily mailings.

Print inserter volumes grew rapidly between FY 2020-21 and FY 2021-22 with the full integration of the Department of Revenue as a primary customer.



EQUIPMENT PERFORMANCE

The increase in letter volumes experienced since FY 2019-20 has caused an increase in the failure rates of the current print inserter equipment. Integrated Document Solutions reports that current equipment uptime (or the amount of time the print inserters are operational) is 70-75.0 percent; when purchased, the uptime was expected to be 97.0 percent. Ultimately, the current equipment is not designed to handle the consistent volume IDS added over the last few years and the volume significantly shortened the usable life expectancy of the equipment. The inserter performance issues necessitated the outsourcing of a significant amount of work that IDS would normally process in-

house. The average monthly cost based the current contract rates for this outsourcing is approximately \$157,000, or approximately \$1.9 million annually.

The underperformance is exacerbated by the fact that the IDS does not have a 24/6 support contract for maintenance and support. The current service vendor for the inserters will only offer service from 9:00 AM-5:00 PM Monday through Friday, and the nature of IDS operations requires service availability 24 hours a day, 6 days a week with on-call service as needed. All the factors driving letter volume have also over extended equipment capacity relative to sheets per envelope. The inserters were expected to insert seven sheets of paper into an envelope at the rate 4,714 per hour. The actual average volume was 2,772 per hour, roughly 60.0 percent of expected output. Integrated Document Solutions worked with the vendor for months to address the issue but were unable to increase the volume per hour to the original specification level.

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 \$535,168 reappropriated funds and 5.2 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

CENTRAL SERVICES, ADMINISTRATION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$519,809	\$0	\$0	\$519,809	\$0	5.2
TOTAL	\$519,809	\$0	\$0	\$519,809	\$0	5.2
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$519,809	\$0	\$0	\$519,809	\$0	5.2
Annualize prior year budget actions	15,359	0	0	15,359	0	0.0
TOTAL	\$535,168	\$0	\$0	\$535,168	\$0	5.2
INCREASE/(DECREASE)	\$15,359	\$0	\$0	\$15,359	\$0	0.0
Percentage Change	3.0%	n/a	n/a	3.0%	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST	\$535,168	\$0	\$0	\$535,168	\$0	5.2
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 approval of the request.**

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 \$12,645 reappropriated funds.

RECOMMENDATION: Staff **recommendation for indirect costs is pending Committee action on outstanding centrally appropriated line items.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

CENTRAL SERVICES, ADMINISTRATION, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$15,364	\$0	\$0	\$15,364	\$0	0.0
TOTAL	\$15,364	\$0	\$0	\$15,364	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$15,364	\$0	\$0	\$15,364	\$0	0.0
Indirect cost assessment	(2,719)	0	0	(2,719)	0	0.0
TOTAL	\$12,645	\$0	\$0	\$12,645	\$0	0.0
INCREASE/(DECREASE)	(\$2,719)	\$0	\$0	(\$2,719)	\$0	0.0
Percentage Change	(17.7%)	n/a	n/a	(17.7%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$12,645	\$0	\$0	\$12,645	\$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 \$7.8 million total funds, including \$141,615 cash funds, \$7.6 million reappropriated funds, and 102.6 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$7,896,098	\$0	\$141,615	\$7,754,483	\$0	102.6
TOTAL	\$7,896,098	\$0	\$141,615	\$7,754,483	\$0	102.6
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$7,896,098	\$0	\$141,615	\$7,754,483	\$0	102.6
Annualize prior year budget actions	(141,852)	0	0	(141,852)	0	0.0
TOTAL	\$7,754,246	\$0	\$141,615	\$7,612,631	\$0	102.6
INCREASE/(DECREASE)	(\$141,852)	\$0	\$0	(\$141,852)	\$0	0.0
Percentage Change	(1.8%)	n/a	0.0%	(1.8%)	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST	\$7,754,246	\$0	\$141,615	\$7,612,631	\$0	102.6
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

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 \$22.6 million total funds, including \$980,537 cash funds and \$21.6 million reappropriated funds, which includes the Department’s R10 requests.

RECOMMENDATION: Staff **recommends approval of the request.**

CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$23,265,793	\$0	\$980,537	\$22,285,256	\$0	0.0
Other legislation	\$1,770,793	\$0	\$0	\$1,770,793	\$0	0.0
TOTAL	\$25,036,586	\$0	\$980,537	\$24,056,049	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$25,036,586	\$0	\$980,537	\$24,056,049	\$0	0.0
Annualize prior year legislation	(2,004,068)	0	0	(2,004,068)	0	0.0
R10 IDS inserter equipment	(307,243)	0	0	(307,243)	0	0.0
Annualize prior year budget actions	(59,876)	0	0	(59,876)	0	0.0
TOTAL	\$22,665,399	\$0	\$980,537	\$21,684,862	\$0	0.0
INCREASE/(DECREASE)	(\$2,371,187)	\$0	\$0	(\$2,371,187)	\$0	0.0
Percentage Change	(9.5%)	n/a	0.0%	(9.9%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$22,665,399	\$0	\$980,537	\$21,684,862	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

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 approval of the request.**

PRINT EQUIPMENT LEASE PURCHASE

This line item supports the costs associated with the acquisition of a new printing press in FY 2021-22, replacing equipment that has been phased out by the manufacturer and is being returned to the vendor when the current lease ends on February 1, 2022.

STATUTORY AUTHORITY: Sections 24-82-801 (1)(b and c), C.R.S.

REQUEST: The Department requests an appropriation of \$547,243 reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, PRINT EQUIPMENT LEASE PURCHASE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE

CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, PRINT EQUIPMENT LEASE PURCHASE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$240,000	\$0	\$0	\$240,000	\$0	0.0
TOTAL	\$240,000	\$0	\$0	\$240,000	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$240,000	\$0	\$0	\$240,000	\$0	0.0
R10 IDS inserter equipment	307,243	0	0	307,243	0	0.0
TOTAL	\$547,243	\$0	\$0	\$547,243	\$0	0.0
INCREASE/(DECREASE)	\$307,243	\$0	\$0	\$307,243	\$0	0.0
Percentage Change	128.0%	n/a	n/a	128.0%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$547,243	\$0	\$0	\$547,243	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

SCAN EQUIPMENT LEASE PURCHASE

This line item supports the costs associated with the acquisition of new scanning equipment in FY 2022-23, replacing equipment that has been phased out by the manufacturer.

STATUTORY AUTHORITY: Sections 24-82-801 (1)(b and c), C.R.S.

REQUEST: The Department requests an appropriation of \$151,776 reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, SCAN EQUIPMENT LEASE PURCHASE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$100,000	\$0	\$0	\$100,000	\$0	0.0
TOTAL	\$100,000	\$0	\$0	\$100,000	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$100,000	\$0	\$0	\$100,000	\$0	0.0
Annualize prior year budget actions	51,776	0	0	51,776	0	0.0
TOTAL	\$151,776	\$0	\$0	\$151,776	\$0	0.0
INCREASE/(DECREASE)	\$51,776	\$0	\$0	\$51,776	\$0	0.0
Percentage Change	51.8%	n/a	n/a	51.8%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$151,776	\$0	\$0	\$151,776	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

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 approval of the request.**

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 \$730,050 total funds, including \$588,376 General Fund and \$141,674 cash funds, and 7.0 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, ADDRESS CONFIDENTIALITY PROGRAM						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$717,331	\$575,657	\$141,674	\$0	\$0	7.0
TOTAL	\$717,331	\$575,657	\$141,674	\$0	\$0	7.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$717,331	\$575,657	\$141,674	\$0	\$0	7.0
Annualize prior year budget actions	12,719	12,719	0	0	0	0.0
TOTAL	\$730,050	\$588,376	\$141,674	\$0	\$0	7.0
INCREASE/(DECREASE)	\$12,719	\$12,719	\$0	\$0	\$0	0.0
Percentage Change	1.8%	2.2%	0.0%	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$730,050	\$588,376	\$141,674	\$0	\$0	7.0
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 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 \$416,993 reappropriated funds.

RECOMMENDATION: Staff **recommendation for indirect costs is pending Committee action on outstanding centrally appropriated line items.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$460,955	\$0	\$0	\$460,955	\$0	0.0
TOTAL	\$460,955	\$0	\$0	\$460,955	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$460,955	\$0	\$0	\$460,955	\$0	0.0
Indirect cost assessment	(43,962)	0	0	(43,962)	0	0.0
TOTAL	\$416,993	\$0	\$0	\$416,993	\$0	0.0
INCREASE/(DECREASE)	(\$43,962)	\$0	\$0	(\$43,962)	\$0	0.0
Percentage Change	(9.5%)	n/a	n/a	(9.5%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(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 \$801,190 total funds including \$680,380 General Fund, \$91,739 cash funds, and \$29,071 reappropriated funds, and 13.1 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

CENTRAL SERVICES, COLORADO STATE ARCHIVES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$783,948	\$664,569	\$90,308	\$29,071	\$0	13.1
TOTAL	\$783,948	\$664,569	\$90,308	\$29,071	\$0	13.1
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$783,948	\$664,569	\$90,308	\$29,071	\$0	13.1
Annualize prior year budget actions	17,242	15,811	1,431	0	0	0.0
TOTAL	\$801,190	\$680,380	\$91,739	\$29,071	\$0	13.1
INCREASE/(DECREASE)	\$17,242	\$15,811	\$1,431	\$0	\$0	0.0
Percentage Change	2.2%	2.4%	1.6%	0.0%	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST						
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 a continuation appropriation of \$421,955 total funds, including \$339,361, General Fund and \$28,340 cash funds.

RECOMMENDATION: Staff **recommends approving the request.**

CENTRAL SERVICES, COLORADO STATE ARCHIVES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$334,056	\$308,056	\$26,000	\$0	\$0	0.0
TOTAL	\$334,056	\$308,056	\$26,000	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$334,056	\$308,056	\$26,000	\$0	\$0	0.0
Technical adjustments	57,834	57,834	0	0	0	0.0
Non-prioritized requests	30,065	27,725	2,340	0	0	0.0
TOTAL	\$421,955	\$393,615	\$28,340	\$0	\$0	0.0
INCREASE/(DECREASE)	\$87,899	\$85,559	\$2,340	\$0	\$0	0.0
Percentage Change	26.3%	27.8%	9.0%	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
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 (repealed by S.B. 21-055 (Collection Of State Debt)). 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 2022-23 Appropriation						
H.B. 22-1329 (Long Bill)	\$14,217,157	\$3,648,960	\$3,612,408	\$6,955,789	\$0	67.6
TOTAL	\$14,217,157	\$3,648,960	\$3,612,408	\$6,955,789	\$0	67.6
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$14,217,157	\$3,648,960	\$3,612,408	\$6,955,789	\$0	67.6
R5 Statewide central services staffing	0	0	0	0	0	0.0
R8 Transfer of Performance Budgeting system	105,562	0	0	105,562	0	1.0
Staff-initiated Supplier Database Cash Fund waiver	0	0	0	0	0	0.0
CORE operations base adjustment	490,940	0	2,176,300	(1,685,360)	0	0.0
Non-prioritized requests	21,137	15,774	0	5,363	0	0.0
Indirect cost assessment	(17,289)	0	0	(17,289)	0	0.0
Annualize prior year budget actions	206,977	146,487	0	60,490	0	0.0
Procurement card rebate refinance	0	(100,000)	100,000	0	0	0.0
TOTAL	\$15,024,484	\$3,711,221	\$5,888,708	\$5,424,555	\$0	68.6
INCREASE/(DECREASE)	\$807,327	\$62,261	\$2,276,300	(\$1,531,234)	\$0	1.0
Percentage Change	5.7%	1.7%	63.0%	(22.0%)	n/a	1.5%
FY 2023-24 EXECUTIVE REQUEST	\$15,883,452	\$4,570,189	\$5,888,708	\$5,424,555	\$0	76.0
Request Above/(Below) Recommendation	\$858,968	\$858,968	\$0	\$0	\$0	7.4

DECISION ITEMS – DIVISION OF ACCOUNTS AND CONTROL**→ R8 TRANSFER OF PERFORMANCE BUDGETING SYSTEM**

REQUEST: The Department request includes an increase of \$105,562 reappropriated funds and 1.0 FTE in FY 2023-24 and ongoing to transfer the management of the State's Performance Budgeting system from the Governor's Office to the Office of the State Controller (OSC) in the Department of

Personnel. The request also includes two sets of non-prioritized requests affecting multiple departments statewide.

For FY 2021-22 and FY 2022-23, the responsibilities for administrative support of the Performance Budgeting (PB) system were performed by the Office of the State Controller for the Governor’s Office under an interagency agreement. The request is to permanently transfer these duties to the Office of the State Controller. The request will reduce by \$105,562 General Fund and 1.0 FTE, the appropriation in the Governor’s Office of State Planning and Budgeting.

RECOMMENDATION: **Staff recommends approval of the request,** including approval of the various non-prioritized requests statewide. Staff requests permission to work with the affected departments to determine the appropriated fund source splits.

ANALYSIS: The Office of the State Controller is required to perform specific duties relating to the financial functions of the State, including the requirement in Section 24-30-201(1)(f), C.R.S., to:

“coordinate all the procedures for financial administration and financial control so as to integrate them into an adequate and unified system, including the devising, prescribing, and installing of accounting forms, records, and procedures for all state agencies.”

In order to perform this duty, the OSC maintains the Colorado Operations Resource Engine (CORE), a tool that directly supports the OSC in carrying out the duties and powers assigned to the position. The PB system interfaces with CORE to load the budget into CORE. This transfer of existing spending authority and FTE to the OSC where CORE operations resides will consolidate these responsibilities in the OSC, and assist the State Controller in meeting its statutory obligations.

IMPACT OF PERFORMANCE BUDGETING ON THE BUDGETING PROCESS

The Performance Budgeting system was implemented alongside CORE, and appropriations for this position were given to the Office of State Planning and Budget (OSPB). Prior to the implementation of PB, budget schedules were submitted with a series of manual budget schedules using spreadsheet software. Changes in assumptions were difficult to integrate into the many schedules that presented information in different ways. For instance, a single change to a decision item might result in a need to change many of the Schedules (e.g., Schedules 3s, 8s, 9s, 13s, 14s, etc.) submitted as official request documentation from the Executive Branch. The use of PB afforded the ability to change all these schedules at once and standardized the statewide budget process for the various budgeting Schedules.

The two systems, Performance Budgeting and CORE, share data. Budget requests entered in PB are transferred to CORE to complete the statewide budget cycle. The transfer of PB has allowed the Office of the State Controller to utilize the CORE Operations help desk, as well as its functional and system administration expertise to manage PB. As CORE is upgraded³, this will allow concurrent technical improvements to be made in the Performance Budgeting system.

³ This upgrade was approved and the appropriations provided through the IT Projects section of the Capital Construction budget in the H.B. 22-1329 (FY 2022-23 Long Bill).

STATEWIDE IMPACT OF REQUESTS

This request in the Department of Personnel includes companion non-prioritized requests in most other departments of state. For this request, the out-year costs associated with PB management will be allocated through the CORE Operations common policy. The following table details these non-prioritized requests by department.

R8 TRANSFER OF PERFORMANCE BUDGETING SYSTEM - NON-PRIORITIZED REQUESTS					
DEPARTMENT	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROP. FUNDS	FEDERAL FUNDS
Agriculture	\$1,788	\$243	\$1,350	\$195	\$0
Corrections	4,105	3,733	188	184	0
Early Childhood	871	871	0	0	0
Education	2,783	1,392	0	1,391	0
Governor	5,132	5,132	0	0	0
Health Care Policy and Financing	1,633	602	178	64	789
Human Services	9,735	6,026	0	3,709	0
Judicial	19,097	19,097	0	0	0
Labor and Employment	4,136	25	1,164	3	2,944
Law	527	140	69	299	19
Local Affairs	5,150	1,528	1,046	1,668	908
Natural Resources	6,629	500	5,797	158	174
Military and Veterans Affairs	724	724	0	0	0
Personnel	2,983	1,041	108	1,834	0
Public Health and Environment	11,207	1,207	0	10,000	0
Public Safety	4,187	4,187	0	0	0
Regulatory Agencies	3,418	134	3,284	0	0
Revenue	11,073	11,073	0	0	0
State	180	0	180	0	0
Transportation	1,504	0	1,504	0	0
Treasury	5,973	2,688	3,285	0	0
Total	\$102,835	\$60,343	\$18,153	\$19,505	\$4,834

As noted in the request description, in addition to the \$5,132 General Fund increase for the Governor's Office associated with the common policy allocations, there will be a reduction of \$105,562 General Fund and 1.0 FTE in the Office of State Planning and Budgeting. This represents a net reduction of \$100,430 General Fund and 1.0 FTE for the Office.

→ STAFF-INITIATED SUPPLIER DATABASE CASH FUND WAIVER

RECOMMENDATION: Staff recommends the Committee grant the Supplier Database Cash Fund (Section 24-10-202.5 (2)(a), C.R.S., a two-year waiver from the maximum reserve requirement set by Section 24-75-402 (2)(e.5), C.R.S. In their October 2022 report⁴, the State Auditor identified the Supplier Database Cash Fund as being out of compliance with the maximum reserve for three years. This cash fund is connected to the CORE Operations common policy and receives revenue from rebates on statewide price agreements. The Cash Fund's reserve limit is anticipated to be \$950,527 in FY 2023-24, according to its Nov. 1 Schedule 9.

In calculating the balance adjustment for the Cash Fund during the setting of the CORE Operations common policy, staff sets a target fund balance pegged to the previous fiscal year's year-end balance.

⁴ Cash Funds Uncommitted Reserves Fiscal Year Ended June 30, 2022. October, 2022
<https://leg.colorado.gov/audits/cash-funds-uncommitted-reserves-fiscal-year-ended-june-30-2022>.

As shown below, the anticipated fund balance reserve adjustment should bring the Supplier Database Cash Fund back into compliance. However, out of an abundance of caution and to hedge staff's projections, staff recommends that the Committee grant a two-year waiver for the current and upcoming fiscal years (FY 2022-23 – FY 2023-24).

SUPPLIER DATABASE CASH FUND ¹	
RECOMMENDED RESERVE ADJUSTMENT	
FY 2022-23	
Beginning Fund Balance	\$5,895,806
Revenue	2,985,713
Expenditures	(3,612,407)
Ending Fund Balance	\$5,269,112
FY 2023-24	
Fund Balance Target Reserve	16.5%
Fund Balance Reserve Amount	869,403
Fund Balance Reserve Adjustment	(\$4,399,709)

¹ Figures taken from Schedule 9.

LINE ITEM DETAIL – DIVISION OF ACCOUNTS AND CONTROL

(A) FINANCIAL OPERATIONS AND REPORTING

This 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 personnel 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 \$3.6 million General Fund and 32.3 FTE, which includes their R5 request.

RECOMMENDATION: Staff **recommends an appropriation of \$3.2 million General Fund**, as detailed in the table below, and 29.5 FTE. The difference is driven by staff's recommendation for R5.

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$3,129,283	\$3,129,283	\$0	\$0	\$0	29.5
TOTAL	\$3,129,283	\$3,129,283	\$0	\$0	\$0	29.5
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$3,129,283	\$3,129,283	\$0	\$0	\$0	29.5
Annualize prior year budget actions	96,233	96,233	0	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
TOTAL	\$3,225,516	\$3,225,516	\$0	\$0	\$0	29.5
INCREASE/(DECREASE)	\$96,233	\$96,233	\$0	\$0	\$0	0.0
Percentage Change	3.1%	3.1%	n/a	n/a	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$344,277	\$344,277	\$0	\$0	\$0	2.8

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 \$173,779 General Fund.

RECOMMENDATION: Staff recommends an appropriation of \$150,750 General Fund.

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$138,303	\$138,303	\$0	\$0	\$0	0.0
TOTAL	\$138,303	\$138,303	\$0	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$138,303	\$138,303	\$0	\$0	\$0	0.0
Non-prioritized requests	12,447	12,447	0	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
TOTAL	\$150,750	\$150,750	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$12,447	\$12,447	\$0	\$0	\$0	0.0
Percentage Change	9.0%	9.0%	n/a	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$23,029	\$23,029	\$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 an appropriation of \$2.2 million total funds, including \$0.7 million General Fund and \$1.5 million cash funds, and 16.8 FTE.

RECOMMENDATION: Staff **recommends an appropriation of \$1.8 million total funds, including \$0.3 million General Fund** and \$1.5 million cash funds, and 29.5 FTE. The difference is driven by staff's recommendation for R5.

DIVISION OF ACCOUNTS AND CONTROL, PROCUREMENT AND CONTRACTS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$1,733,405	\$344,405	\$1,389,000	\$0	\$0	16.8
TOTAL	\$1,733,405	\$344,405	\$1,389,000	\$0	\$0	16.8
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,733,405	\$344,405	\$1,389,000	\$0	\$0	16.8
Annualize prior year budget actions	50,254	50,254	0	0	0	0.0
Procurement card rebate refinance	0	(100,000)	100,000	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
TOTAL	\$1,783,659	\$294,659	\$1,489,000	\$0	\$0	16.8

DIVISION OF ACCOUNTS AND CONTROL, PROCUREMENT AND CONTRACTS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
INCREASE/(DECREASE)	\$50,254	(\$49,746)	\$100,000	\$0	\$0	0.0
Percentage Change	2.9%	(14.4%)	7.2%	n/a	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST	\$2,236,940	\$747,940	\$1,489,000	\$0	\$0	21.4
Request Above/(Below) Recommendation	\$453,281	\$453,281	\$0	\$0	\$0	4.6

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 an appropriation of \$78,677 General Fund.

RECOMMENDATION: Staff recommends an appropriation of \$40,296 General Fund.

DIVISION OF ACCOUNTS AND CONTROL, PROCUREMENT AND CONTRACTS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$36,969	\$36,969	\$0	\$0	\$0	0.0
TOTAL	\$36,969	\$36,969	\$0	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$36,969	\$36,969	\$0	\$0	\$0	0.0
Non-prioritized requests	3,327	3,327	0	0	0	0.0
R5 Statewide central services staffing	0	0	0	0	0	0.0
TOTAL	\$40,296	\$40,296	\$0	\$0	\$0	0.0
INCREASE/(DECREASE)	\$3,327	\$3,327	\$0	\$0	\$0	0.0
Percentage Change	9.0%	9.0%	n/a	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$78,677	\$78,677	\$0	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$38,381	\$38,381	\$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.

REQUEST: The Department requests an appropriation of \$2.2 million reappropriated funds and 22.3 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$2,058,016	\$0	\$0	\$2,058,016	\$0	21.3
TOTAL	\$2,058,016	\$0	\$0	\$2,058,016	\$0	21.3
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$2,058,016	\$0	\$0	\$2,058,016	\$0	21.3
R8 Transfer of Performance Budgeting system	105,562	0	0	105,562	0	1.0
Annualize prior year budget actions	60,490	0	0	60,490	0	0.0
TOTAL	\$2,224,068	\$0	\$0	\$2,224,068	\$0	22.3
INCREASE/(DECREASE)	\$166,052	\$0	\$0	\$166,052	\$0	1.0
Percentage Change	8.1%	n/a	n/a	8.1%	n/a	4.7%
FY 2023-24 EXECUTIVE REQUEST	\$2,224,068	\$0	\$0	\$2,224,068	\$0	22.3
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

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 \$64,953 reappropriated funds.

RECOMMENDATION: Staff **recommends approval the request.**

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$59,590	\$0	\$0	\$59,590	\$0	0.0
TOTAL	\$59,590	\$0	\$0	\$59,590	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$59,590	\$0	\$0	\$59,590	\$0	0.0
Non-prioritized requests	5,363	0	0	5,363	0	0.0
TOTAL	\$64,953	\$0	\$0	\$64,953	\$0	0.0
INCREASE/(DECREASE)	\$5,363	\$0	\$0	\$5,363	\$0	0.0
Percentage Change	9.0%	n/a	n/a	9.0%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$64,953	\$0	\$0	\$64,953	\$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 \$5.9 million total funds, including \$4.4 million cash funds and \$1.5 million reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$6,671,656	\$0	\$2,223,408	\$4,448,248	\$0	0.0
TOTAL	\$6,671,656	\$0	\$2,223,408	\$4,448,248	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$6,671,656	\$0	\$2,223,408	\$4,448,248	\$0	0.0
CORE operations base adjustment	(781,176)	0	2,176,300	(2,957,476)	0	0.0
TOTAL	\$5,890,480	\$0	\$4,399,708	\$1,490,772	\$0	0.0
INCREASE/(DECREASE)	(\$781,176)	\$0	\$2,176,300	(\$2,957,476)	\$0	0.0
Percentage Change	(11.7%)	n/a	97.9%	(66.5%)	n/a	n/a

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 2023-24 EXECUTIVE REQUEST	\$5,890,480	\$0	\$4,399,708	\$1,490,772	\$0	0.0
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 \$1.3 million reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, CORE LEASE PURCHASE PAYMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$0	\$0	\$0	\$0	\$0	0.0
TOTAL	\$0	\$0	\$0	\$0	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$0	\$0	\$0	\$0	\$0	0.0
CORE operations base adjustment	1,272,116	0	0	1,272,116	0	0.0
TOTAL	\$1,272,116	\$0	\$0	\$1,272,116	\$0	0.0
INCREASE/(DECREASE)	\$1,272,116	\$0	\$0	\$1,272,116	\$0	0.0
Percentage Change	n/a	n/a	n/a	n/a	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$1,272,116	\$0	\$0	\$1,272,116	\$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 \$372,646 reappropriated funds.

RECOMMENDATION: Staff **recommendation for indirect costs is pending Committee action on outstanding centrally appropriated line items.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$389,935	\$0	\$0	\$389,935	\$0	0.0
TOTAL	\$389,935	\$0	\$0	\$389,935	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$389,935	\$0	\$0	\$389,935	\$0	0.0
Indirect cost assessment	(17,289)	0	0	(17,289)	0	0.0
TOTAL	\$372,646	\$0	\$0	\$372,646	\$0	0.0
INCREASE/(DECREASE)	(\$17,289)	\$0	\$0	(\$17,289)	\$0	0.0
Percentage Change	(4.4%)	n/a	n/a	(4.4%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
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 2022-23 Appropriation						
H.B. 22-1329 (Long Bill)	\$4,831,843	\$0	\$114,382	\$4,717,461	\$0	44.7
S.B. 23-127 (Supplemental)	949,652	0	0	949,652	0	0.0
TOTAL	\$5,781,495	\$0	\$114,382	\$5,667,113	\$0	44.7
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$5,781,495	\$0	\$114,382	\$5,667,113	\$0	44.7
R9 OAC case management system upgrade	219,000	0	219,000	0	0	0.0
Non-prioritized requests	2,724,805	0	0	2,724,805	0	0.0
Indirect cost assessment	79,432	0	0	79,432	0	0.0
Annualize prior year budget actions	(148,434)	0	0	(148,434)	0	0.0
Annualize prior year legislation	(949,652)	0	0	(949,652)	0	0.0
TOTAL	\$7,706,646	\$0	\$333,382	\$7,373,264	\$0	44.7
INCREASE/(DECREASE)	\$1,925,151	\$0	\$219,000	\$1,706,151	\$0	0.0
Percentage Change	33.3%	n/a	191.5%	30.1%	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST	\$7,706,646	\$0	\$333,382	\$7,373,264	\$0	44.7
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

DECISION ITEMS - ADMINISTRATIVE COURTS**→ R9 OAC CASE MANAGEMENT SYSTEM UPGRADE**

REQUEST: The Department request includes an increase of \$219,000 cash funds in FY 2023-24 to upgrade the Office of Administrative Courts (Office or OAC) case management system. The request annualizes to \$21,000 reappropriated funds in FY 2024-25 and ongoing. The funding is to be used to replace the existing case management system. The Office of Administrative Courts case management system is facing two major constraints. One is compliance with rules regarding pleadings documents and second is storage and access to case documents.

The OAC consulted the Governor’s Office of Information Technology (OIT) to find a vendor for a solution to both compliance and storage concerns. The total one-time build of the new case management system will be \$198,000. There will also be an annual license fee (paid to OIT) for \$30,000 for the licenses necessary for the product. The proposed solution replaces the currently utilized document generation solution, which costs \$9,000 per year. The net subscription costs will be \$21,000. The Department requests spending authority from the excess fund balance in the Administrative Courts Cash Fund, created in Section 24-30-1001 (3), C.R.S., for initial implementation costs, and will fund the ongoing increase in operating expenses through future common policy allocations.

When the OAC was exclusively paper based, individuals would fill out their form pleading and submit it to the Office by mail or hand-delivery. The individual would retain a copy of the form, which constitutes a legal pleading, and serve it not only on the OAC, but to the opposing side as well. This is required by law in all courts, administrative and judicial, and is called the “certification of delivery”; it is required in all pleadings within the U.S., or the submission must be rejected.

The majority of the Office’s cases use form pleadings. This means that specific forms are used to initiate a case. The current electronic filing interface requires users to type the data into fields that do not resemble the actual form, which causes confusion. The current software platform takes this data and creates the actual form pleading. In the current workflow, the end user does not have access to the form pleading that is created until it is processed by the Office and sent back to the individual. The only access that individuals have to what they have filed at the time of submission is a self-print out, available only before submission. This poses a legal problem and has hindered the use of e-filing by attorneys. Rules of procedure require that the pleading be sent concurrently with the filing, meaning attorneys must file the form pleading with the Office and send it to the other side at the same time. The current configuration does not allow this.

As more cases are filed, more documents are stored. The OAC retention policy for all administrative court filings is seven years, as many cases may have multiple hearings that can span several years. The Office of Administrative Courts received 17,250 pleadings in FY 2021-22, and the case management system’s storage capacity exceeded its storage limit. The Office investigated other ways to reduce storage requirements. One key change adopted is that the Office now transfers many documents to Google drive. This has been a successful short term solution, but the problem still remains and a long-term solution is being sought.

RECOMMENDATION: Staff recommends approval of the request.

ANALYSIS: The Office of Administrative Courts (OAC) 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 OAC operates at three locations, including the main office in Denver, the Western Regional Office in Grand Junction, and the Southern Regional office in Colorado Springs. It also provides hearings at other regional locations around the State.

IMPROVED CASE MANAGEMENT AND PUBLIC INTERFACE

The Office of Administrative Courts' e-filing system is a public facing tool for the departments, counties, and litigants who utilize the Office's services. The proposed new case management software will be designed to allow the filer to view and submit data into fields on the actual form that is needed to create the pleading, and will provide instant access for the individual to their filing with the court. Individuals can type in the pleading information on a computer, then submit the form electronically through the interface. Alternatively, the filer may email or print and mail the form pleading to the other parties, and satisfy filing and certification requirements.

The Office of Administrative Courts has a high number of self-represented parties, many of whom are on public assistance. The Office must ensure that the new case management system is configured in a way for these individuals easily use the tool. The new system will have optical character recognition capabilities to allow typed or handwritten documents to be delivered electronically to the OAC by outside parties. This functionality will reduce the time and errors from manual data entry by case managers.

DOCUMENT STORAGE

The Office's current system allows individuals to review online everything that has been filed in their case. The new case management software will continue this functionality, but consolidate the locations of the digitally stored data. The Office currently has documents stored in both its case management system and a Google drive. The OAC utilizes the Google drive to allow the individuals to see an index of the pleadings in their case and to allow them to review all of the pleadings, motions, and other submissions. The new case management system includes a license for unlimited storage, eliminating the need for the current bifurcation of document storage. This will allow the OAC to transfer files from the temporary storage method to a more permanent solution.

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 \$7.1 million reappropriated funds, and 44.7 FTE. The non-prioritized request originates in the Department of Health Care Policy and Financing.

RECOMMENDATION: Staff **recommends approval of the request.**

ADMINISTRATIVE COURTS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$4,560,383	\$0	\$0	\$4,560,383	\$0	44.7
S.B. 23-127 (Supplemental)	\$508,878	\$0	\$0	\$508,878	\$0	0.0
TOTAL	\$5,069,261	\$0	\$0	\$5,069,261	\$0	44.7
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$5,069,261	\$0	\$0	\$5,069,261	\$0	44.7
Non-prioritized requests	2,680,594	0	0	2,680,594	0	0.0
Annualize prior year legislation	(508,878)	0	0	(508,878)	0	0.0
Annualize prior year budget actions	(148,434)	0	0	(148,434)	0	0.0
TOTAL	\$7,092,543	\$0	\$0	\$7,092,543	\$0	44.7
INCREASE/(DECREASE)	\$2,023,282	\$0	\$0	\$2,023,282	\$0	0.0
Percentage Change	39.9%	n/a	n/a	39.9%	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST	\$7,092,543	\$0	\$0	\$7,092,543	\$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 a continuation appropriation of \$435,444 total funds, including \$333,382 cash funds and \$102,062 reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

ADMINISTRATIVE COURTS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
S.B. 23-127 (Supplemental)	\$440,774	\$0	\$0	\$440,774	\$0	0.0
H.B. 22-1329 (Long Bill)	\$172,233	\$0	\$114,382	\$57,851	\$0	0.0
TOTAL	\$613,007	\$0	\$114,382	\$498,625	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$613,007	\$0	\$114,382	\$498,625	\$0	0.0
R9 OAC case management system upgrade	219,000	0	219,000	0	0	0.0
Non-prioritized requests	44,211	0	0	44,211	0	0.0
Annualize prior year legislation	(440,774)	0	0	(440,774)	0	0.0
TOTAL	\$435,444	\$0	\$333,382	\$102,062	\$0	0.0
INCREASE/(DECREASE)	(\$177,563)	\$0	\$219,000	(\$396,563)	\$0	0.0
Percentage Change	(29.0%)	n/a	191.5%	(79.5%)	n/a	n/a

ADMINISTRATIVE COURTS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 EXECUTIVE REQUEST	\$435,444	\$0	\$333,382	\$102,062	\$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 \$78,659 reappropriated funds.

RECOMMENDATION: Staff **recommendation for indirect costs is pending Committee action on outstanding centrally appropriated line items.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

ADMINISTRATIVE COURTS, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$99,227	\$0	\$0	\$99,227	\$0	0.0
TOTAL	\$99,227	\$0	\$0	\$99,227	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$99,227	\$0	\$0	\$99,227	\$0	0.0
Indirect cost assessment	79,432	0	0	79,432	0	0.0
TOTAL	\$178,659	\$0	\$0	\$178,659	\$0	0.0
INCREASE/(DECREASE)	\$79,432	\$0	\$0	\$79,432	\$0	0.0
Percentage Change	80.1%	n/a	n/a	80.1%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$178,659	\$0	\$0	\$178,659	\$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 2022-23 Appropriation						
H.B. 22-1329 (Long Bill)	\$63,754,047	\$180,819	\$626,413	\$62,946,815	\$0	76.6
S.B. 23-127 (Supplemental)	3,879,927	0	340,898	3,539,029	0	0.0
Other legislation	179,537	0	19,334	160,203	0	0.0
TOTAL	\$67,813,511	\$180,819	\$986,645	\$66,646,047	\$0	76.6
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$67,813,511	\$180,819	\$986,645	\$66,646,047	\$0	76.6
R6/BA3 Capitol Complex staffing	511,455	0	0	511,455	0	6.8
R7 State Fleet Management staffing	153,408	0	0	153,408	0	1.8
R12 Annual fleet vehicle replacements	1,798,437	0	0	1,798,437	0	0.0
BA4 Capitol Complex operating expenses and common policy adjustment	483,409	0	0	483,409	0	0.0
Non-prioritized requests	409,189	0	0	409,189	0	0.0
Indirect cost assessment	139,977	0	0	139,977	0	0.0
Capital Complex leased space base adjustment	266,163	0	3,438,374	(3,172,211)	0	0.0
Annualize prior year budget actions	438,937	33,124	(245,528)	651,341	0	0.0
Annualize prior year legislation	(3,879,927)	0	(360,232)	(3,519,695)	0	0.0
TOTAL	\$68,134,559	\$213,943	\$3,819,259	\$64,101,357	\$0	85.2
INCREASE/(DECREASE)	\$321,048	\$33,124	\$2,832,614	(\$2,544,690)	\$0	8.6
Percentage Change	0.5%	18.3%	287.1%	(3.8%)	n/a	11.2%
FY 2023-24 EXECUTIVE REQUEST	\$69,896,648	\$213,943	\$4,355,042	\$65,327,663	\$0	85.9
Request Above/(Below) Recommendation	\$1,762,089	\$0	\$535,783	\$1,226,306	\$0	0.7

DECISION ITEMS – DIVISION OF CAPITAL ASSETS**→ R6/BA3 CAPITOL COMPLEX STAFFING**

REQUEST: The Department request includes an increase of \$682,783 reappropriated funds and 7.5 FTE in FY 2023-24 and ongoing for additional staffing and contract funding to support the maintenance of the Capitol Complex. The Department requests the FTE salary at the range mid-point for each job classification. The Department is request funding for the following job classifications:

- Custodian I (2.5 FTE),
- Grounds & Nursery II (2.0 FTE),
- General Labor II (1.0 FTE), and
- Program Management I (2.0 FTE).

The Department has experienced an increase in ongoing maintenance and groundskeeping work to prevent hazardous conditions from accumulating on the exterior of Capitol Complex properties. The Capitol Complex Facilities Management team has experienced a significant increase in tenant complaints regarding trash and other exterior building conditions. The increased groundskeeping can no longer be absorbed within existing resources, and now requires two additional groundskeepers to mitigate the sometimes hazardous conditions.

RECOMMENDATION: Staff recommends \$511,455 reappropriated funds and 6.8 FTE in FY 2023-24. Staff’s recommendation comports with Committee policy regarding appropriations for new FTE.

R6/BA3 - FY 2023-24 RECOMMENDATION AND FY 2024-25 ANNUALIZATION		
	FY 2023-24	FY 2024-25
Personal services	\$406,456	\$443,406
FTE	6.8	7.5
Operating expenses	74,834	15,225
Centrally appropriated costs	0	125,971
Contract costs	30,165	30,165
Total	\$511,455	\$614,767

* All dollar amounts are from reappropriated funds.

Staff’s recommendations have been built into the Capitol Complex Leased Space common policy.

ANALYSIS: The Capitol Complex program manages 1.3 million square feet encompassing buildings such as the State Human Services Building, State Capitol, Legislative Annex, the State Services Building, the Governor’s Residence, the State Garage, and a variety of other facilities across the state. Facilities management includes housekeeping, grounds maintenance, and property management functions for the Capitol Complex adjacent to the State Capitol Building, 1881 Pierce Street, the Kipling Campus, and North Campus, the Governor’s Residence, as well as other facilities in Grand Junction and Camp George West.

WORKLOAD ANALYSIS

The Department reports an increase in ongoing maintenance and groundskeeping work for Capitol Complex properties. The Facilities Management team reports a significant increase in tenant complaints regarding trash and other exterior building conditions. Work orders spiked during the first two fiscal years of the COVID-19 pandemic. The Department also cites two November 2021 articles from a local new agency, which discusses the how similar workload issues impacted the City and County of Denver and the Colorado Department of Transportation.

ANNUAL FACILITIES MAINTENANCE WORK ORDERS ¹	
FY 2019-20	358
FY 2020-21	495
FY 2021-22	286
FY 2022-23	199

¹ Fiscal Year figures calculated based on calendar year data provided by the Department of Personnel; FY 2022-23 data is projected based on 5-months of data.

CUSTODIAL WORKLOAD

The Department indicates that workload increases are partially driven by the need to maintain the State Capitol. The pandemic triggered an increased demand on the custodial crew with expectations of more frequent and thorough sanitation practices, especially in restrooms and high-touch areas. With the relaxing of pandemic restrictions and the return to normal public attendance at the Capitol, tours have returned to pre-pandemic levels. The Capitol is a public building that is available for small events without a reservation, and for larger events, via reservations made through the Governor’s Office. During the legislative session, the Governor’s Office decreases larger public event frequency in order to balance workload. However, the increase in smaller and unscheduled events has driven the need for additional custodial services in response to set up and breakdown following unscheduled smaller events.

These demands often result in a need for ad-hoc cleaning, especially during the legislative session when the Capitol must be serviceable and available to the public at all times. While these unscheduled events did not frequently occur in the past, the frequency is now such that regular cleaning is foregone during the legislative session due to a lack of staffing resources. The Facilities Management team estimates that there is sufficient workload for an additional 2.5 FTE on the custodial staff.

CUSTODIAL HOURS ALLOCATIONS	
DUTIES	ESTIMATED FY 2023-24 HOURS
<u>Office and Common Area Cleaning</u>	
- Trash removal, dusting, vacuuming, window cleaning brass cleaning and polishing.	3,321
Multi-Surface Cleaning & Disinfection	943
Restroom Cleaning & Disinfection	416
<u>Emergency Response & Other Duties</u>	
- May include snow removal if necessary, emergency response and assistance, inventory counts & meetings	260
Other Duties as Assigned	260
Total Estimated FY 2022-23 Hours	5,200
FTE annual hours	2,080
FTE required	2.5

The Department is requesting an additional \$30,165 cash funds in FY 2023-24 and ongoing for escalating costs of custodial temporary labor. Contract work augments the work of State staff during the legislative session at the Capitol and at all other buildings in the Capitol Complex when State staff are not available due to illness, leave, or vacancies. The Department supplements its ongoing staffing footprint with 2,600 hours of seasonal temporary labor. These costs have historically been absorbed in personal services appropriations through vacancy savings. However, this practice has become less sustainable due to rapid escalation of labor costs in the custodial market. In May 2022, the cost of temporary custodial labor was increased by \$5.05 per hour from the previous rate.

CUSTODIAL CONTRACT RATE HISTORY (2,600 HRS.)			
	HOURLY RATE	TOTAL CONTRACT COST	ANNUAL CHANGE
FY 2019-20	\$16.90	\$43,940	n/a
FY 2020-21	19.05	49,530	\$5,590
FY 2021-22	23.45	60,970	11,440
FY 2022-23	28.50	74,100	13,130
4-year change	\$11.60	\$30,160	n/a

GROUNDSKEEPING WORKLOAD

The Capitol Complex Facilities Management team have experienced an increase in the level of required grounds maintenance, including the removal of hazardous materials, large volumes of trash, graffiti removal in and around the Capitol, and safety and security related landscape changes. The allocation of staffing resources to respond to these needs has decreased the time that can be dedicated to normal grounds duties (e.g., mowing, weeding, tree care, etc). The Facilities Management team does not know how long these conditions will persist and at what level; however, these impacts have accumulated to the point that the additional workload is expected on an ongoing basis.

GROUNDSKEEPING HOURS ALLOCATIONS	
DUTIES	ESTIMATED FY 2023-24 HOURS
<u>Landscaping & Ground Maintenance</u> - Mow, trim, edge, weed, apply weed control, plant (flowers, trees, shrubs, etc.), and prune. - Identify possible problems concerning turf, trees, shrubs, plant material, and equipment. - Remove trash and debris from turf areas, parking areas, sidewalks, shrub beds and flower beds at the beginning of each day. - Shovel snow from steps and sidewalks, operate tractors with brooms and snow plows, operate truck with plow and sand spreader, operate JD Gator with ice melt spreader, apply sand and ice melt by hand and chip ice when needed.	2,496
<u>Irrigation System Monitoring</u> - Maintenance of the irrigation system, monitoring and identifying irrigation problems and making repairs as necessary.	416
<u>Equipment Use and Maintenance</u> - Use and maintain grounds equipment including lawn mower, lawn tractor, string trimmer, aerator, edger, hedge trimmer, rotor tiller, chain saw, pole pruner, blower vac, and many other pieces of equipment.	416
<u>Other Duties as Assigned</u>	832
Total Estimated FY 2022-23 Hours	4,160
FTE annual hours	2,080
FTE required	2.0

PROGRAM MANAGEMENT AND GENERAL LABOR

Additional program management is requested to supervise new staff, for quality control, and to ensure compliance with regulations regarding staff management. In addition, the General Labor II position is requested for additional maintenance in the Capitol Complex facilities. Aging buildings require increasing repairs and maintenance. In addition to the condition of the facilities, some buildings have been unoccupied for longer periods of time, which leads to more deferred maintenance on buildings because occupancy invariably increases early detection and prevention of issues with service calls.

→ R7 STATE FLEET MANAGEMENT STAFFING

REQUEST: The Department request includes an increase of \$198,073 reappropriated funds and 1.8 FTE in FY 2023-24 to address workload increases in the management of the State’s fleet of vehicles. Of this amount, the Department intends to use \$17,021 to promote and retain existing staff that have developed and demonstrated an aptitude to manage the increasing complexity related to fleet management. The request annualizes to \$196,360 reappropriated funds and 2.0 FTE in FY 2024-25 and ongoing.

The State Fleet Management Program manages these vehicle assets for all State agencies, with the exception of heavy-duty vehicles at the Department of Transportation. State Fleet Management facilitates all maintenance, repairs, and fuel expense, and maintains a database with detailed history for each vehicle. The Department reports that each year vehicles in the State fleet drive approximately 64.0 million miles and utilize 4.1 million gallons of fuel. The SFM currently relies on a fuel credit card system to report fueling information and individual reporting of miles driven through a spreadsheet. This data is currently being migrated into a telematics system, which provides detailed operational data on each vehicle in near real-time.

The State fleet grew from 5,561 vehicles to 6,564 from 2000 to 2022. During that time, the associated workload related to vehicle data production increased substantially. In FY 1999-00, SMF had 18 employees managing 5,561 vehicles, or roughly 309 vehicles per employee. In FY 2021-22, there were 17 employees managing 6,564 vehicles, or approximately 386 vehicles per employee. The recent deployment of telematics has resulted in an increase in the SFM’s ability to leverage data analysis and provide improved coaching tools. Despite this increase in data and workload, SFM’s staffing level have remained relatively static. The increased demands on its services impact the ability for SFM to meet all of its statutory requirements, and necessitates higher levels of supervision and experience.

RECOMMENDATION: Staff recommends \$153,408 reappropriated funds and 1.8 FTE in FY 2023-24. The recommendation follows Committee policy on appropriations for new FTE.

R7 STATE FLEET MANAGEMENT STAFFING – FY 2023-24 RECOMMENDATION AND FY 2024-25 ANNUALIZATION ¹		
	FY 2023-24	FY 2024-25 AND ONGOING
Personal services	\$120,617	\$148,604
FTE	1.8	2.0
Operating expenses	15,770	2,700
Retention incentives	17,021	0
Centrally appropriated costs	0	34,321
Total	\$153,408	\$185,625

¹ All dollar amounts are from reappropriated funds.

ANALYSIS: The State Fleet Management Program (SFM or Program) manages all aspects of a vehicle’s life from the time of acquisition through disposal for the approximately 6,564 permanent vehicles within the State fleet. Section 24-30-1104(2)(c)(II), C.R.S., states that the Department of Personnel will:

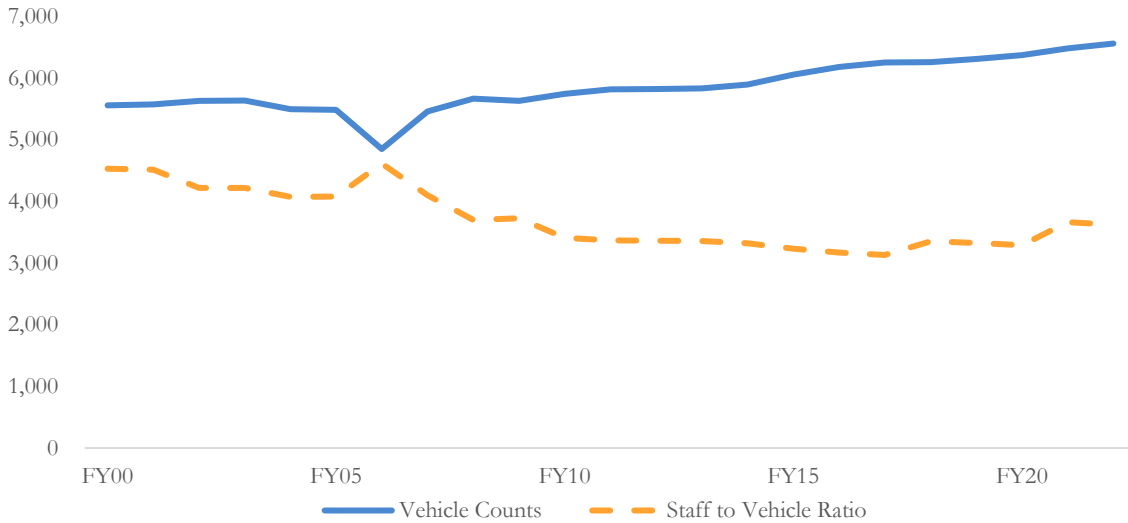
“establish and operate a central state motor vehicle fleet system and such subsidiary-related facilities as are necessary to provide for the efficient and economical use of state-owned motor vehicles by state officers and employees.”

STATE FLEET MANAGEMENT STAFFING

The State Fleet Management Program is currently appropriated personal services funding based on the assumption of 17.0 FTE. As reported by the Department in their response to the FY 2022-23 Statewide Request for Information (RFI) #1, as of October 31, 2022 SFM has filled all of these position. However, in the same RFI, the Department also reports that in FY 2021-22 the State Fleet Management Program had 2.0 FTE turnover. These two data points suggest that, while SFM is

generally fully staffed, the Program is not immune to staff attrition. The requested retention incentives seek to encourage existing staff, who have experience and knowledge in fleet management, to remain with the State Fleet Management Program.

As the State's fleet has grown over the last two decades, the ratio of State Fleet Management staff to vehicles has declined.



The SFM staff-to-vehicle ratio saw declines between FY 2002-2003 and FY 2016-17 because of lower levels of staffing and increases to the number of vehicles in the State fleet. Over the last two decades, the State’s fleet has grown at an average annual rate of 0.8 percent, while the staff-to-vehicle ration has declined by an average annual rate of 0.9 percent. If the staffing ratio had been held constant, the SFM would currently have 21.2 FTE.

In FY 2020-21 that the staff-to-vehicle ratio began to increase. The State Fleet Management Program was appropriated \$389,374 reappropriated funds and 1.0 FTE for the installation and ongoing support of telematics units in all fleet vehicles. This deployment of telematics has increased in the Program’s ability to leverage new data analysis to provide greater insight in to the use of fleet vehicles. However, the growth in both the number of fleet vehicles and the volume of data collected continues to drive increases in workload and workload complexities. The request seeks appropriations to add staff for data management and administration.

WORKLOAD ANALYSIS

The Department reports that telematics data has increased the knowledge of how fleet vehicles are used and the changes in usage behaviors. The Colorado Automotive Reporting System (CARS), the current system of record, tracks tens of thousands of data points that provide the ability to centrally manage the State’s fleet. State Fleet Management anticipates millions of points of new data per day as telematics capabilities continue to be installed on fleet vehicles. For example, data show an increase in the monthly fueling events from prior years, a trend the SFM anticipates to remain. Currently, telematics data show an average of 23,076 fueling events per month. The number of fueling events per month is expected to grow to approximately 60,000 events as more modern vehicles are deployed within the state with increased duration and frequency for fueling events. As the amount of data collected increases, the workload and complexity of analyzing that data also increase.

15-YEAR SUMMARY OF VEHICLE ACQUISITIONS								
FISCAL YEAR	CNG	E85	HYBRID	PHEV	BEV	DIESEL	PETROL	TOTAL
FY 2007-08	0	284	30	0	0	52	288	654
FY 2008-09	0	303	213	0	0	44	335	895
FY 2009-10	0	245	86	0	0	5	215	551
FY 2010-11	0	98	4	0	0	30	109	241
FY 2011-12	1	113	12	0	2	9	180	317
FY 2012-13	81	220	53	0	0	21	191	566
FY 2013-14	153	233	61	0	0	16	217	680
FY 2014-15	35	246	69	0	0	40	331	721
FY 2015-16	48	128	158	9	1	44	277	665
FY 2016-17	0	221	136	6	0	46	145	554
FY 2017-18	2	215	142	7	13	30	285	694
FY 2018-19	0	189	161	17	8	28	250	653
FY 2019-20	0	67	167	57	7	36	257	591
FY 2020-21	0	124	161	115	2	16	178	596
FY 2021-22	0	72	82	147	3	12	92	408
Total	320	2,758	1,535	358	36	429	3,350	8,786

Along with an increase in the amount and types of data being collected by SFM on the State’s fleet, the procurement process for new vehicles has also driven workload changes. Vehicle procurement expanded from an average of 43 awards between FY 1999-00 through FY 2009-10 to approximately 84 awards in the most recent fiscal year. Over these two decades, the amount of time per new vehicle order has increased from 2 hours to 4 hours, as a more diverse mix of vehicle types are required. In FY 1999-00, most of the vehicles purchased were petroleum-based fuel options. By FY 2021-22, approximately half of the purchases consist of petroleum-based fuel and half consist of one of five alternative fuels, as shown in the table above. The increase in complexity and volume of fleet vehicle orders drives increases in workload for SFM staff.

In addition to the evolving vehicle requirements for the State, the procurement process has also changed. The process is no longer a cyclical workflow with a designated beginning and end date. The SFM now receives and orders vehicles year-round, changing what was once a periodic effort into an ongoing responsibility throughout the year. Supply chain delays and increased complexities related to vehicle registrations have shifted workflows. State Fleet Management now requires multiple trips for registration throughout the year, where previously registration was isolated to standard delivery months. The Program has also experienced an increase in the amount of time to place in service newly delivered vehicles, what used to take 10 days now takes 20. These delays in placement time create issues for the agencies that rely upon these vehicles for program execution.

→ BA4 CAPITOL COMPLEX OPERATING EXPENSES AND COMMON POLICY ADJUSTMENT

REQUEST: The Department request includes an increase of \$1,277,477 reappropriated funds in FY 2023-24. This request is a follow-up request to the Department’s approved FY 2022-23 R7 (Capitol Complex Leased Space contract and safety resources). Higher than anticipated inflationary pressures and changes in fire code enforcement required supplemental spending authority from the fund balance in FY 2022-23. The Department also requests ongoing approval to adjust appropriations for inflation through future base budget adjustments to ensure that repairs and minimum service levels are maintained.

Existing contract cost increases have ranged from 3.0 to 10.0 percent, which aligns with the decision item submitted for FY 2022-23. However, the majority of new procured and renewed contracts increased considerably over the past two years. The Department’s FY 2022-23 request did not assume such increases, and the annualizations approved in the prior request are insufficient to fully fund the cost increases.

The Department’s FY 2022-23 request assumed that a test of fire alarm devices would only be necessary for the devices impacted by the Legislature's Library remodel and fire alarm changes. However, after submitting the request, the Department was notified that a 100.0 percent test of fire alarm devices would be required for all facilities within the Capitol Complex annually, as required by National Fire Prevention Administration (NFPA) codes. While the Department was able to complete the fire system repairs and pass the fire alarm test in FY 2022-23, the Department is mandated to conduct this fire alarm test every year in order to maintain compliance with fire codes.

RECOMMENDATION: **Staff recommends an increase of \$483,409 reappropriated funds.** This includes a \$228,409 inflationary base-building increase and an increase of \$255,000 for annual fire alarm testing. The inflationary adjustment is based on a running three-year annual average rate of change in actual maintenance contract expenditures, which staff **recommends be built into the Capitol Complex Leased Space common policy as an annual adjustment** to operating expenses. Staff also **recommends the discontinuation in of the annualizations of the FY 2022-23 R7 (Capitol Complex Leased Space contract and safety resources) starting in FY 2024-25.**

ANALYSIS: The Department of Personnel operates a facilities maintenance program for Denver, Grand Junction, and Camp George West properties totaling approximately 1.2 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. Facilities Maintenance is predominantly funded by reappropriated funds deposited in the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S. Funding consists of user fees from state agencies billed through Capitol Complex Leased Space line items in department budgets based on square foot lease rates and square footage occupancy.

The Operating Expenses line item in the (7) Division of Capital Assets, (B) Facilities Maintenance – Capitol Complex subdivision is a component in the determination of total program costs associated with the Capitol Complex Leased Space common policy. The cash funds and reappropriated funds in this line item form the basis of the operating costs built into the common policy, which is then allocated to the various state agencies through a cost sharing methodology described in the Operating

Common Policy Figure Setting. The General Fund in this line item is not included in the common policy and is appropriated to support operating expenses associated with an FTE allocated to the program through S.B. 19-196 (Colorado Quality Apprenticeship Training Act Of 2019).

METHODOLOGY FOR ANNUAL OPERATING EXPENSES ADJUSTMENT

There are two primary justifications for proposing a methodology for annual operating expenses adjustments, the first is a process oriented consideration. On an annual basis, some subset of the maintenance contracts renewal each year. Seven of the contracts identified by the Department are scheduled to renew annually. An additional four contract are scheduled to renew in 2024. Multi-year contracts generally cover a 5-year period, but each contract is on its own renewal schedule. The variable renewable schedule means that periodic adjustments to budgeted operating expenses run a distinct risk of being insufficient in providing the necessary spending authority to cover all expected contact costs. The table below shows the current renewal schedule each maintenance contact.

CAPITOL COMPLEX MAINTENANCE CONTRACTS RENEWAL SCHEDULE			
CONTRACT ITEM	CONTRACT ORIGATION FISCAL YEAR	CURRENT CONTRACT YEAR	RENEWED CONTRACT START DATE
Building Control System	2020	Year 4 of 5	2025
Boilers	Renews Annually	n/a	n/a
Chemical Feeders	2019	Year 5 of 5	2024
Chillers	2022	Year 2 of 5	2027
Compressors	Renews Annually	n/a	n/a
Elevators	2021	Year 3 of 5	2026
Fertilization	2019	Year 5 of 5	2024
Floors/Carpets	2023	Year 1 of 1	2028
Fire/Life Safety	2023	Year 1 of 1	2028
Generators	Renews Annually	n/a	n/a
Ground Supplies	2019	Year 5 of 5	2024
Ground Source Heat Pump	2022	Year 2 of 5	2027
Landscaping Equipment	Renews Annually	n/a	n/a
Pest Control	2023	Year 1 of 1	2028
Routine Cleaning	2022	Year 2 of 5	2027
Tree Care	2019	Year 5 of 5	2024
Trash Removal	2023	Year 1 of 1	2028
Uniforms	Renews Annually	n/a	n/a
Pressure Washing	Renews Annually	n/a	n/a
Window Cleaning	Renews Annually	n/a	n/a
Work Order System	2020	Year 4 of 5	2025

The second purpose of establishing a methodology for annual operating expenses adjustments is to provide consistency and predictability in addressing anticipated ongoing increases in operating expenses. The Department proposes and JBC staff recommends the following method for these annual adjustments. The base subject to the methodology is calculated using the final appropriation for operating expenses in the current fiscal year (i.e., FY 2022-23) and annualizing any prior year budget actions or legislation. The 3-year annual average rate of change in maintenance contract expenditures is the used to determine the incremental adjustment to the base to account for anticipated contact cost increases. The incremental adjustment is then added to the adjustable base to arrive at the starting base appropriation for the upcoming fiscal year (i.e., FY 2023-24). The following tables detail these steps.

MAINTENANCE CONTRACTS EXPENDITURES HISTORY			
FISCAL YEAR	TOTAL COST	ANNUAL RATE OF CHANGE	3-YEAR ANNUAL AVERAGE RATE OF CHANGE (AARC)
FY 2014-15	\$977,323	n/a	n/a
FY 2015-16	1,500,834	53.6%	n/a
FY 2016-17	1,434,124	(4.4%)	n/a
FY 2017-18	1,330,422	(7.2%)	14.0%
FY 2018-19	1,553,240	16.7%	1.7%
FY 2019-20	1,664,720	7.2%	5.6%
FY 2020-21	1,609,369	(3.3%)	6.9%
FY 2021-22	1,914,299	18.9%	7.6%

METHODOLOGY FOR OPERATING EXPENSES ADJUSTMENT	
<u>Base appropriation subject to methodology</u>	
FY 2022-23 Appropriation (CF+RF)	\$3,261,717
<i>Annualizations</i>	
FY 2022-23 R7	54,472
S.B. 23-127 (Supplemental)	(310,733)
Adjustable base	\$3,005,456
Most recent 3-year AARC	7.6%
Incremental adjustment	\$228,409
FY 2023-24 recommended base	\$3,233,865

While this methodology does not necessarily preclude the submission of decisions items for adjustments to operating expenses, it should reduce their frequency and limit their scope. The trend in reappropriated funds reversions shown below suggest an upward pressure on expenditures. The proposed methodology will hopefully provide sufficient spending authority to ease some of this pressure; however, future minor adjustments to this methodology are anticipated to fine tune the mechanism. Staff will also monitor reversions from this line and, when necessary, recommend spending authority true-ups.

FACILITIES MANAGEMENT - CAPITOL COMPLEX OPERATING EXPENSES LINE ITEM REVERSIONS					
FISCAL YEAR	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS
FY 2016-17	\$50,514	\$0	\$0	\$50,514	\$0
FY 2017-18	85,775	0	0	85,775	0
FY 2018-19	338,353	0	301,018	37,335	0
FY 2019-20	23,104	0	0	23,104	0
FY 2020-21	368	0	0	368	0
FY 2021-22	77,564	76,369	0	1,195	0
6-year average	\$95,946	\$12,728	\$50,170	\$33,049	\$0

FY 2022-23 R7 CAPITOL COMPLEX LEASED SPACE CONTRACT AND SAFETY RESOURCES

The recommended new methodology for annually adjusting Capitol Complex Lease Space common policy operating expenses is, as the Department acknowledges in their request, a successor to an approved FY 2022-23 budget adjustment that sought to address the same issue with maintenance contract cost increase. The FY 2022-23 R7 appropriation includes an increase of \$245,528 cash funds for operating expenses associated with the maintenance of Capitol Complex leased space. The appropriation funds two components:

- An adjustment of \$200,000 cash funds in FY 2022-23 to address a service contract increase and new maintenance projects. This portion of the appropriation annualizes to \$300,000 reappropriated funds in

FY 2023-24; \$400,000 reappropriated funds in FY 2024-25; and \$500,000 reappropriated funds in FY 2025-26 and ongoing.

- A one-time increase of \$45,528 cash funds to conduct testing of all fire alarm devices in the State Capitol as part of the Joint Library remodel.

The Department correctly annualized this decision item in FY 2023-24. However, as the continued annualization for the FY 2022-23 R7 budget action represents a redundant effort to address maintenance contact cost increase, staff recommends that the new methodology discussed above replace the annualizations associated with last year’s budget action. The FY 2022-23 R7 annualizations are estimated based on cost increase assumptions that proved inaccurate, while the new methodology requested by the Department and proposed by staff is based on actual contract expenditures.

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 \$379,323 reappropriated funds and 3.9 FTE.

RECOMMENDATION: Staff **recommends approval of the request.**

DIVISION OF CAPITAL ASSETS, ADMINISTRATION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$368,454	\$0	\$0	\$368,454	\$0	3.9
TOTAL	\$368,454	\$0	\$0	\$368,454	\$0	3.9
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$368,454	\$0	\$0	\$368,454	\$0	3.9
Annualize prior year budget actions	10,869	0	0	10,869	0	0.0
TOTAL	\$379,323	\$0	\$0	\$379,323	\$0	3.9
INCREASE/(DECREASE)	\$10,869	\$0	\$0	\$10,869	\$0	0.0
Percentage Change	2.9%	n/a	n/a	2.9%	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST	\$379,323	\$0	\$0	\$379,323	\$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 an appropriation of \$19,958 reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

DIVISION OF CAPITAL ASSETS, ADMINISTRATION, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$18,310	\$0	\$0	\$18,310	\$0	0.0
TOTAL	\$18,310	\$0	\$0	\$18,310	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$18,310	\$0	\$0	\$18,310	\$0	0.0
Non-prioritized requests	1,648	0	0	1,648	0	0.0
TOTAL	\$19,958	\$0	\$0	\$19,958	\$0	0.0
INCREASE/(DECREASE)	\$1,648	\$0	\$0	\$1,648	\$0	0.0
Percentage Change	9.0%	n/a	n/a	9.0%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$19,958	\$0	\$0	\$19,958	\$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 \$7,801 reappropriated funds.

RECOMMENDATION: Staff **recommendation for indirect costs is pending Committee action on outstanding centrally appropriated line items.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF CAPITAL ASSETS, ADMINISTRATION, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$9,479	\$0	\$0	\$9,479	\$0	0.0
TOTAL	\$9,479	\$0	\$0	\$9,479	\$0	0.0

DIVISION OF CAPITAL ASSETS, ADMINISTRATION, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$9,479	\$0	\$0	\$9,479	\$0	0.0
Indirect cost assessment	(1,678)	0	0	(1,678)	0	0.0
TOTAL	\$7,801	\$0	\$0	\$7,801	\$0	0.0
INCREASE/(DECREASE)	(\$1,678)	\$0	\$0	(\$1,678)	\$0	0.0
Percentage Change	(17.7%)	n/a	n/a	(17.7%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$7,801	\$0	\$0	\$7,801	\$0	0.0
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 1.2 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 (753,626 sq. ft.), one address in the North Campus (89,534 sq. ft.), one building in Lakewood (89,791 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 260,237 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 55.6 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 \$4.4 million total funds, including \$142,518 General Fund and \$4.3 million reappropriated funds, and 63.2 FTE.

RECOMMENDATION: Staff recommends an appropriation of \$4.3 million total funds, including \$142,518 General Fund and \$4.2 million reappropriated funds, and 63.2 FTE.

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$3,747,063	\$109,394	\$0	\$3,637,669	\$0	55.7
S.B. 23-127 (Supplemental)	\$30,165	\$0	\$30,165	\$0	\$0	0.0
TOTAL	\$3,777,228	\$109,394	\$30,165	\$3,637,669	\$0	55.7
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$3,777,228	\$109,394	\$30,165	\$3,637,669	\$0	55.7
R6/BA3 Capitol Complex staffing	436,621	0	0	436,621	0	6.8
Annualize prior year budget actions	124,139	33,124	0	91,015	0	0.0
Annualize prior year legislation	(30,165)	0	(30,165)	0	0	0.0
TOTAL	\$4,307,823	\$142,518	\$0	\$4,165,305	\$0	62.5
INCREASE/(DECREASE)	\$530,595	\$33,124	(\$30,165)	\$527,636	\$0	6.8
Percentage Change	14.0%	30.3%	(100.0%)	14.5%	n/a	12.2%
FY 2023-24 EXECUTIVE REQUEST	\$4,404,668	\$142,518	\$0	\$4,262,150	\$0	63.2
Request Above/(Below) Recommendation	\$96,845	\$0	\$0	\$96,845	\$0	0.7

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 \$4.6 million total funds, including \$71,425 General Fund, \$2.2 million cash funds, and \$2.4 million reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$3,022,409	\$71,425	\$245,528	\$2,705,456	\$0	0.0
S.B. 23-127 (Supplemental)	\$310,733	\$0	\$310,733	\$0	\$0	0.0
TOTAL	\$3,333,142	\$71,425	\$556,261	\$2,705,456	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$3,333,142	\$71,425	\$556,261	\$2,705,456	\$0	0.0
BA4 Capitol Complex operating expenses and common policy adjustment	483,409	0	0	483,409	0	0.0
Non-prioritized requests	272,017	0	0	272,017	0	0.0
R6/BA3 Capitol Complex staffing	74,834	0	0	74,834	0	0.0
Annualize prior year budget actions	54,472	0	(245,528)	300,000	0	0.0
Capitol Complex leased space base adjustment	0	0	1,641,738	(1,641,738)	0	0.0

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Annualize prior year legislation	(310,733)	0	(310,733)	0	0	0.0
TOTAL	\$3,907,141	\$71,425	\$1,641,738	\$2,193,978	\$0	0.0
INCREASE/(DECREASE)	\$573,999	\$0	\$1,085,477	(\$511,478)	\$0	0.0
Percentage Change	17.2%	0.0%	195.1%	(18.9%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$4,642,155	\$71,425	\$2,177,521	\$2,393,209	\$0	0.0
Request Above/(Below) Recommendation	\$735,014	\$0	\$535,783	\$199,231	\$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 approval of the request.**

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 \$565,390 reappropriated funds.

RECOMMENDATION: Staff **recommends the approval of the 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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$555,986	\$0	\$0	\$555,986	\$0	0.0
TOTAL	\$555,986	\$0	\$0	\$555,986	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$555,986	\$0	\$0	\$555,986	\$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
Capital Complex leased space base adjustment	9,404	0	0	9,404	0	0.0
TOTAL	\$565,390	\$0	\$0	\$565,390	\$0	0.0
INCREASE/(DECREASE)	\$9,404	\$0	\$0	\$9,404	\$0	0.0
Percentage Change	1.7%	n/a	n/a	1.7%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$565,390	\$0	\$0	\$565,390	\$0	0.0
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 \$5.9 million total funds, including \$2.2 million cash funds, and \$3.7 million reappropriated funds.

RECOMMENDATION: Staff recommends approval of the request.

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, UTILITIES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$5,620,860	\$0	\$380,885	\$5,239,975	\$0	0.0
TOTAL	\$5,620,860	\$0	\$380,885	\$5,239,975	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$5,620,860	\$0	\$380,885	\$5,239,975	\$0	0.0
Capital Complex leased space base adjustment	256,759	0	1,796,636	(1,539,877)	0	0.0
TOTAL	\$5,877,619	\$0	\$2,177,521	\$3,700,098	\$0	0.0
INCREASE/(DECREASE)	\$256,759	\$0	\$1,796,636	(\$1,539,877)	\$0	0.0
Percentage Change	4.6%	n/a	471.7%	(29.4%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$5,877,619	\$0	\$2,177,521	\$3,700,098	\$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. 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 \$490,737 reappropriated funds.

RECOMMENDATION: Staff **recommendation for indirect costs is pending Committee action on outstanding centrally appropriated line items.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$338,799	\$0	\$0	\$338,799	\$0	0.0
TOTAL	\$338,799	\$0	\$0	\$338,799	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$338,799	\$0	\$0	\$338,799	\$0	0.0
Indirect cost assessment	151,938	0	0	151,938	0	0.0
TOTAL	\$490,737	\$0	\$0	\$490,737	\$0	0.0
INCREASE/(DECREASE)	\$151,938	\$0	\$0	\$151,938	\$0	0.0
Percentage Change	44.8%	n/a	n/a	44.8%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$490,737	\$0	\$0	\$490,737	\$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 2023-24, state agencies will be assessed a vehicle management fee of \$20 for each vehicle, per month, to fund Fleet Management Program's overhead costs.

PERSONAL SERVICES

This line item funds the personnel 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 \$1.37 million reappropriated funds and 18.8FTE.

RECOMMENDATION: Staff **recommends an appropriation of \$1.36 million reappropriated funds and 18.8 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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$1,189,792	\$0	\$0	\$1,189,792	\$0	17.0
TOTAL	\$1,189,792	\$0	\$0	\$1,189,792	\$0	17.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,189,792	\$0	\$0	\$1,189,792	\$0	17.0
R7 State Fleet Management staffing	137,638	0	0	137,638	0	1.8
Annualize prior year budget actions	34,918	0	0	34,918	0	0.0
TOTAL	\$1,362,348	\$0	\$0	\$1,362,348	\$0	18.8
INCREASE/(DECREASE)	\$172,556	\$0	\$0	\$172,556	\$0	1.8
Percentage Change	14.5%	n/a	n/a	14.5%	n/a	10.6%
FY 2023-24 EXECUTIVE REQUEST	\$1,371,948	\$0	\$0	\$1,371,948	\$0	18.8
Request Above/(Below) Recommendation	\$9,600	\$0	\$0	\$9,600	\$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 \$1.9 million reappropriated funds.

RECOMMENDATION: Staff **recommends an appropriation of \$1.9 million reappropriated funds,** as detailed in the table below.

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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$1,505,819	\$0	\$0	\$1,505,819	\$0	0.0
TOTAL	\$1,505,819	\$0	\$0	\$1,505,819	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$1,505,819	\$0	\$0	\$1,505,819	\$0	0.0
Annualize prior year budget actions	214,539	0	0	214,539	0	0.0
Non-prioritized requests	135,524	0	0	135,524	0	0.0
R7 State Fleet Management staffing	15,770	0	0	15,770	0	0.0
TOTAL	\$1,871,652	\$0	\$0	\$1,871,652	\$0	0.0
INCREASE/(DECREASE)	\$365,833	\$0	\$0	\$365,833	\$0	0.0
Percentage Change	24.3%	n/a	n/a	24.3%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	(\$418)	\$0	\$0	(\$418)	\$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 approval of the request.**

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 an appropriation of \$20.9 million reappropriated funds.

RECOMMENDATION: Staff **recommends approval of the request.**

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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$20,869,697	\$0	\$0	\$20,869,697	\$0	0.0
S.B. 23-127 (Supplemental)	\$3,539,029	\$0	\$0	\$3,539,029	\$0	0.0
TOTAL	\$24,408,726	\$0	\$0	\$24,408,726	\$0	0.0

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 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$24,408,726	\$0	\$0	\$24,408,726	\$0	0.0
Annualize prior year legislation	(3,539,029)	0	0	(3,539,029)	0	0.0
TOTAL	\$20,869,697	\$0	\$0	\$20,869,697	\$0	0.0
INCREASE/(DECREASE)						
	(\$3,539,029)	\$0	\$0	(\$3,539,029)	\$0	n/a
Percentage Change	(14.5%)	n/a	n/a	(14.5%)	n/a	0.0%
FY 2023-24 EXECUTIVE REQUEST						
	\$20,869,697	\$0	\$0	\$20,869,697	\$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 non-prioritized 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 \$29.0 million reappropriated, which includes the Department’s R12 request.

RECOMMENDATION: Staff recommends an appropriation of \$28.1 million reappropriated funds.

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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$26,104,324	\$0	\$0	\$26,104,324	\$0	0.0
Other legislation	\$179,537	\$0	\$19,334	\$160,203	\$0	0.0
S.B. 23-127 (Supplemental)	\$0	\$0	\$0	\$0	\$0	0.0
TOTAL	\$26,283,861	\$0	\$19,334	\$26,264,527	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$26,283,861	\$0	\$19,334	\$26,264,527	\$0	0.0
R12 Annual fleet vehicle replacements	1,798,437	0	0	1,798,437	0	0.0
Annualize prior year legislation	0	0	(19,334)	19,334	0	0.0
TOTAL	\$28,082,298	\$0	\$0	\$28,082,298	\$0	0.0
INCREASE/(DECREASE)						
	\$1,798,437	\$0	(\$19,334)	\$1,817,771	\$0	0.0
Percentage Change	6.8%	n/a	(100.0%)	6.9%	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST						
	\$29,003,346	\$0	\$0	\$29,003,346	\$0	0.0
Request Above/(Below) Recommendation	\$921,048	\$0	\$0	\$921,048	\$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 \$136,252 reappropriated funds.

RECOMMENDATION: Staff **recommendation for indirect costs is pending Committee action on outstanding centrally appropriated line items.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

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 2022-23 APPROPRIATION						
H.B. 22-1329 (Long Bill)	\$146,535	\$0	\$0	\$146,535	\$0	0.0
TOTAL	\$146,535	\$0	\$0	\$146,535	\$0	0.0
FY 2023-24 RECOMMENDED APPROPRIATION						
FY 2022-23 Appropriation	\$146,535	\$0	\$0	\$146,535	\$0	0.0
Indirect cost assessment	(10,283)	0	0	(10,283)	0	0.0
TOTAL	\$136,252	\$0	\$0	\$136,252	\$0	0.0
INCREASE/(DECREASE)	(\$10,283)	\$0	\$0	(\$10,283)	\$0	0.0
Percentage Change	(7.0%)	n/a	n/a	(7.0%)	n/a	n/a
FY 2023-24 EXECUTIVE REQUEST	\$136,252	\$0	\$0	\$136,252	\$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 ~~2023-24~~ 2024-25 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.

- 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 2022-23~~ state 2023-24 fiscal year 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 2022-23 and staff recommends this continuation.

REQUESTS FOR INFORMATION

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

- N Department of Personnel, Executive Director's Office, Statewide Special Purpose, Colorado Equity Office – The Department is requested to provide by November 1, 2023, a report to the Joint Budget Committee on the status of the Colorado Equity Office, including progress toward meeting its statutory responsibility as established in Section 24-50-146 (2)(b). In addition, the Department is requested to provide an accounting of those positions across the various state agencies that are tasked with explicitly addressing issues of equity, diversity, and inclusion.

Comment: House Bill 22-1397 established the Colorado Equity Office as the coordinating body for efforts to address equity, diversity, (EDI) and inclusion in the state workforce. During the 2023 budget cycle there have been several requests from other departments for funding to

higher EDI personnel. Staff believes it prudent to have the Colorado Equity Office collect and report on the proliferation of these positions. This is particularly important because the Office's authorizing statute does not include a reporting requirement.

Staff recommends **CONTINUING AND MODIFYING** 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, ~~2022~~, 2023, 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 has been included since 2019. Staff recommends continuing the request for the 2023 requests for information letter because the implementation of the new commercial-off-the-shelf (COTS) software solution has been delayed.

- N Department of Personnel, Executive Director's Office, Statewide Special Purpose, Colorado State Employees Assistance Program -- The Department is requested to provide by November 1, ~~2022~~, 2023, a report to the Joint Budget Committee concerning the Colorado State Employee Assistance Program (CSEAP). The requested report should include, at a minimum, the following information: (a) Program services provided, by service type, ~~for~~ since FY 2021-22 ~~and FY 2022-23~~; (b) utilization of counseling services by agency ~~for~~ since FY 2021-22 ~~and FY 2022-23~~; (c) wait times for counseling services for calendar years 2022 AND 2023; and (d) aggregated participant satisfaction survey results. All data provided should be anonymized and HIPPA compliant.

Comment: This request for information has been included since 2022 and is intended to provide data to assess the impact of increased appropriations provided in FY 2022-23.

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

- N Department of Personnel, Division of Human Resources, Human Resource Services, State Agency Services – The Department is requested to provide to the Joint Budget Committee, on or before August 1, 2022, a detailed analysis of salary ranges, on-call pay, and shift differential pay and qualifications for all P.O.S.T certified job classes within the State of Colorado classified system, including those in Executive Branch and Judicial Branch agencies. The analysis should include, but need not be limited to, data concerning the:
- Required qualifications, training, and experience for each position within the agency;
 - How the qualifications, training, and experience requirements and the salary ranges, on-call pay, and shift differential pay of each state agency compare with other state agencies with similar P.O.S.T certified positions;

- How the qualifications, training, and experience requirements and the salary ranges, on-call pay, and shift differential pay for each state agency compare with local agencies that have like-P.O.S.T certified job classes;
- How the qualifications, training, and experience requirements and the salary ranges, on-call pay, and shift differential pay for each state agency compare with other similar national agencies that have like-P.O.S.T certified job classes, if no in-state comparison can be made.

In addition, the Department is asked to provide a detailed analysis of the recruitment and retention of P.O.S.T. certified law enforcement officers for each Executive Branch and Judicial Branch agency with P.O.S.T certified classified positions, including monthly separation and retirement data for each agency, for each fiscal year beginning in FY 2017-18 through FY 2021-22. This analysis should be performed by rank. The data should be presented by region of the state and identify the top five reasons why each agency (by region) experiences recruitment and/or retention challenges. If available, the data should identify the number of separated and/or retired P.O.S.T. certified officers who went to work for a different law enforcement agency after leaving State of Colorado employment. The Department is further asked to provide an analysis of the impact (including the fiscal impact) of the recruitment and/or retention challenges of State of Colorado P.O.S.T certified law enforcement officers on the following (by region): officer safety, local law enforcement agencies, interstate commerce, tourism, and natural resource management.

In the August report to the Joint Budget Committee, the Department is asked to examine Section 24-50-104 (1)(a)(III), C.R.S., and make recommendations concerning changes or clarifications to the statutory language. The Department is further asked to make recommendations concerning pay range adjustments for classified P.O.S.T certified positions in each Department, including adjustments required to address compression pay.

Comment: This request for information was a single year RFI intended to provide the Joint Budget Committee with pertinent information regarding compensation for P.O.S.T. certified job classes within the State's classified system. The analysis and report was provided to the Committee on September 22, 2022.

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.

FY 2023-24 DPA INDIRECT COST ASSESSMENT Time Up Worksheet

	Uses	Sources				
	Is Paid with Indirects (From from Letternotes)	Pays into Indirects (from Indirect Cost Assessment Appropriations)				
DPA Statewide Indirects						
CSEAP, Indirect Cost Assessment Line Item		\$ 521,443				
Human Resources, Training, Indirect Cost Assessment Line Item		\$ 145,630				
Human Resources, Employee Benefit Services, Indirect Cost Assessment Line Item		\$ 295,782				
Human Resources, Risk Management Services, Indirect Cost Assessment Line Item		\$ 282,494				
Central Services, Administration, Indirect Cost Assessment Line Item		\$ 12,845				
Central Services, IS, Document Solutions, Indirect Cost Assessment Line Item		\$ 418,993				
CORE, Indirect Cost Assessment Line Item		\$ 372,846				
OAC, Indirect Cost Assessment Line Item		\$ 178,859				
Capital Assets, Administration, Indirect Cost Assessment Line Item		\$ 7,801				
Capital Assets, Facilities Maintenance, Indirect Cost Assessment Line Item		\$ 490,737				
Capital Assets, Fleet, Indirect Cost Assessment Line Item		\$ 138,252				
EDO, Personal Services	\$ 1,978,321					
EDO, Operating Expenses	\$ 102,717					
EDO, Capitol Complex Leased Space	\$ 780,044					
DPA Subtotals	\$ 2,861,082	\$ 2,861,082				
DPA Statewide Indirects Balance (Equals Zero if Balanced Proper)						
			\$0			
Statewide Indirects from Other Agencies						
Governor's Office	\$ 283,076	\$ 283,076				
Governor's Office-OIT	\$ 273,371	\$ 273,371				
Labor & Employment	\$ 1,517,527	\$ 1,517,527				
Secretary of State	\$ 334,424	\$ 334,424				
Transportation	\$ 2,375,398	\$ 2,375,398				
Sub-Total Statewide Sources	\$ 4,763,796	\$ 4,763,796				
Any surplus Statewide Sources left to DPA	\$ -	\$ -				
Other Agency Subtotals	\$ 4,763,796	\$ 4,763,796				
Total Statewide Sources	\$ 7,624,8-8	\$ 7,624,8-8				
DPA Statewide Indirects Balance (Equals Zero if Balanced Proper)						
			\$0			
<i>Complete this USES Section for Statewide Sources</i>						
	Gov's Office	Labor & Employment	Secretary of State	DPA	Variance	Notes
	\$ 283,076	\$ -	\$ -	\$ -	\$ -	
	\$ 273,371	\$ -	\$ -	\$ -	\$ -	
	\$ 1,517,527	\$ -	\$ -	\$ -	\$ -	
	\$ 334,424	\$ -	\$ -	\$ -	\$ -	
	\$ 2,375,398	\$ -	\$ -	\$ -	\$ -	
	\$ 2,911,845	\$ 1,517,527	\$ 334,424	\$ -	\$ -	
Variance *A negative number means that DPA will not be funded correctly, and Spending Authority will be returned due to lack of revenue to support it. A positive number indicates that Indirects are not being managed statewide.						

APPENDIX A - NUMBERS PAGES (DIGITAL ONLY)

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

Appendix A: Numbers Pages

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
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DEPARTMENT OF PERSONNEL
Anthony Gherardini, Executive Director

(1) EXECUTIVE DIRECTOR'S OFFICE

(A) Department Administration

Personal Services	<u>1,798,024</u>	<u>1,892,530</u>	<u>1,980,045</u>	<u>2,277,006</u>	<u>2,036,095</u> *
FTE	16.5	16.5	18.3	21.1	18.3
General Fund	12,303	0	0	240,911	0
Cash Funds	51,874	34,204	57,774	57,774	57,774
Reappropriated Funds	1,733,847	1,858,326	1,922,271	1,978,321	1,978,321
Federal Funds	0	0	0	0	0
Health, Life, and Dental	<u>3,577,886</u>	<u>4,162,542</u>	<u>4,570,671 0.0</u>	<u>6,980,026</u>	<u>6,388,409 0.0</u> *
General Fund	792,650	1,535,053	1,626,911	3,246,323	2,780,562
Cash Funds	184,342	143,905	204,660	217,065	217,065
Reappropriated Funds	2,600,894	2,483,584	2,739,100	3,516,638	3,390,782
Federal Funds	0	0	0	0	0
Short-term Disability	<u>37,096</u>	<u>37,957</u>	<u>45,479</u>	<u>62,978</u>	<u>55,355</u> *
General Fund	13,663	15,721	19,150	33,638	27,119
Cash Funds	1,658	1,520	1,823	1,639	1,639
Reappropriated Funds	21,775	20,716	24,506	27,701	26,597
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
S.B. 04-257 Amortization Equalization Disbursement	<u>1,227,193</u>	<u>1,272,236</u>	<u>1,424,887</u>	<u>2,072,965</u>	<u>1,834,711</u> *
General Fund	449,956	568,494	597,364	1,108,032	904,211
Cash Funds	55,055	47,866	56,586	54,722	54,722
Reappropriated Funds	722,182	655,876	770,937	910,211	875,778
Federal Funds	0	0	0	0	0
S.B. 06-235 Supplemental Amortization Equalization Disbursement	<u>1,227,193</u>	<u>1,272,215</u>	<u>1,424,887</u>	<u>2,072,965</u>	<u>1,834,711</u> *
General Fund	449,956	568,473	597,364	1,108,032	904,211
Cash Funds	55,055	47,866	56,586	54,722	54,722
Reappropriated Funds	722,182	655,876	770,937	910,211	875,778
Federal Funds	0	0	0	0	0
Salary Survey	<u>0</u>	<u>909,030</u>	<u>912,404</u>	<u>2,308,725</u>	<u>2,308,725</u>
General Fund	0	379,998	382,286	1,141,919	1,141,919
Cash Funds	0	36,157	30,794	63,008	63,008
Reappropriated Funds	0	492,875	499,324	1,103,798	1,103,798
Federal Funds	0	0	0	0	0
Temporary Employees Related to Authorized Leave	<u>0</u>	<u>0</u>	<u>27,923</u>	<u>27,923</u>	<u>27,923</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	633	633	633
Reappropriated Funds	0	0	27,290	27,290	27,290
PERA Direct Distribution	<u>0</u>	<u>650,471</u>	<u>366,276</u>	<u>101,223</u>	<u>101,223</u>
General Fund	0	271,475	0	45,730	45,730
Cash Funds	0	25,848	21,287	3,296	3,296
Reappropriated Funds	0	353,148	344,989	52,197	52,197
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Shift Differential	<u>39,307</u>	<u>36,306</u>	<u>48,133</u>	<u>40,936</u>	<u>40,821</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	39,307	36,306	48,133	40,936	40,821
Federal Funds	0	0	0	0	0
Workers' Compensation	<u>274,904</u>	<u>252,354</u>	<u>207,264</u>	<u>278,838</u>	<u>278,838</u>
General Fund	83,426	79,557	66,877	97,297	97,297
Cash Funds	11,119	7,464	6,075	10,037	10,037
Reappropriated Funds	180,359	165,333	134,312	171,504	171,504
Federal Funds	0	0	0	0	0
Operating Expenses	<u>75,522</u>	<u>97,135</u>	<u>103,192</u>	<u>135,508</u>	<u>112,479</u> *
General Fund	3,605	0	0	32,316	9,287
Cash Funds	0	0	475	475	475
Reappropriated Funds	71,917	97,135	102,717	102,717	102,717
Federal Funds	0	0	0	0	0
Legal Services	<u>568,920</u>	<u>749,403</u>	<u>458,408</u>	<u>769,827</u>	<u>769,827</u> *
General Fund	121,018	277,183	433,651	606,899	606,899
Cash Funds	414,376	392,314	2,363	106,615	106,615
Reappropriated Funds	33,526	79,906	22,394	56,313	56,313
Federal Funds	0	0	0	0	0
Administrative Law Judge Services	<u>2,945</u>	<u>3,385</u>	<u>11,926</u>	<u>0</u>	<u>0</u>
General Fund	0	2,347	8,269	0	0
Cash Funds	2,945	1,038	3,657	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Payment to Risk Management and Property Funds	<u>879,487</u>	<u>1,425,551</u>	<u>1,276,662</u>	<u>1,142,944</u>	<u>1,142,944</u>
General Fund	266,901	449,415	411,938	398,809	398,809
Cash Funds	35,572	42,166	37,421	41,141	41,141
Reappropriated Funds	577,014	933,970	827,303	702,994	702,994
Federal Funds	0	0	0	0	0
Vehicle Lease Payments	<u>194,624</u>	<u>228,414</u>	<u>307,208</u>	<u>246,592</u>	<u>246,592</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	654	486	486
Reappropriated Funds	194,624	228,414	306,554	246,106	246,106
Federal Funds	0	0	0	0	0
Leased Space	<u>339,618</u>	<u>341,184</u>	<u>353,886</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	339,618	341,184	353,886	353,886	353,886
Federal Funds	0	0	0	0	0
Capitol Complex Leased Space	<u>2,482,062</u>	<u>4,083,047</u>	<u>4,335,973</u>	<u>5,250,970</u>	<u>5,250,970</u> *
General Fund	853,138	2,342,014	2,666,500	3,336,308	3,336,308
Cash Funds	0	26,639	25,557	18,972	18,972
Reappropriated Funds	1,628,924	1,714,394	1,643,916	1,895,690	1,895,690
Federal Funds	0	0	0	0	0
Annual Depreciation - Lease Equivalent Payment	<u>0</u>	<u>0</u>	<u>1,763,220</u>	<u>777,842</u>	<u>777,842</u>
General Fund	0	0	1,072,036	225,437	225,437
Cash Funds	0	0	691,184	552,405	552,405
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Payments to OIT	<u>6,113,666</u>	<u>4,479,849</u>	<u>5,660,814</u>	<u>8,133,627</u>	<u>8,248,451</u> *
General Fund	1,839,150	1,423,205	1,904,366	2,536,251	2,651,075
Cash Funds	247,614	132,036	162,571	261,638	261,638
Reappropriated Funds	4,026,902	2,924,608	3,593,877	5,335,738	5,335,738
Federal Funds	0	0	0	0	0
IT Accessibility	<u>0</u>	<u>0</u>	<u>0</u>	<u>6,549,380</u>	<u>6,549,380</u> *
FTE	0	0	0	6.0	6.0
General Fund	0	0	0	2,113,485	2,113,485
Cash Funds	0	0	0	191,897	191,897
Reappropriated Funds	0	0	0	4,243,998	4,243,998
CORE Operations	<u>385,648</u>	<u>288,091</u>	<u>300,734</u>	<u>250,349</u>	<u>250,349</u> *
General Fund	117,034	90,823	97,038	87,356	87,356
Cash Funds	15,598	8,521	8,815	9,013	9,013
Reappropriated Funds	253,016	188,747	194,881	153,980	153,980
Federal Funds	0	0	0	0	0
Statewide training	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,928</u>	<u>5,928</u> *
General Fund	0	0	0	2,067	2,067
Cash Funds	0	0	0	213	213
Reappropriated Funds	0	0	0	3,648	3,648
Federal Funds	0	0	0	0	0
Governor's Office Transition	<u>0</u>	<u>0</u>	<u>25,000</u>	<u>0</u>	<u>0</u>
General Fund	0	0	25,000	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 Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
SUBTOTAL - (A) Department Administration	19,224,095	22,181,700	25,604,992	39,840,438	38,615,459
<i>FTE</i>	<u>16.5</u>	<u>16.5</u>	<u>18.3</u>	<u>27.1</u>	<u>24.3</u>
General Fund	5,002,800	8,003,758	9,908,750	16,360,810	15,331,772
Cash Funds	1,075,208	947,544	1,368,915	1,645,751	1,645,751
Reappropriated Funds	13,146,087	13,230,398	14,327,327	21,833,877	21,637,936
Federal Funds	0	0	0	0	0

(B) Statewide Special Purpose

(I) Colorado State Employees Assistance Program

Personal Services	<u>808,041</u>	<u>846,751</u>	<u>1,215,822</u>	<u>1,242,155</u>	<u>1,242,155</u> *
FTE	10.0	10.4	14.0	14.0	14.0
General Fund	0	0	0	0	0
Cash Funds	0	0	79,074	79,074	79,074
Reappropriated Funds	808,041	846,751	1,136,748	1,163,081	1,163,081
Federal Funds	0	0	0	0	0
Operating Expenses	<u>66,901</u>	<u>59,610</u>	<u>93,293</u>	<u>605,109</u>	<u>105,109</u> *
General Fund	0	0	0	500,000	0
Cash Funds	0	0	7,550	7,550	7,550
Reappropriated Funds	66,901	59,610	85,743	97,559	97,559
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>279,316</u>	<u>206,855</u>	<u>458,981</u>	<u>521,443</u>	<u>521,443</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	279,316	206,855	458,981	521,443	521,443
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
SUBTOTAL - (I) Colorado State Employees					
Assistance Program	1,154,258	1,113,216	1,768,096	2,368,707	1,868,707
<i>FTE</i>	<u>10.0</u>	<u>10.4</u>	<u>14.0</u>	<u>14.0</u>	<u>14.0</u>
General Fund	0	0	0	500,000	0
Cash Funds	0	0	86,624	86,624	86,624
Reappropriated Funds	1,154,258	1,113,216	1,681,472	1,782,083	1,782,083
Federal Funds	0	0	0	0	0
(II) Office of the State Architect					
Office of the State Architect	<u>894,812</u>	<u>930,171</u>	<u>1,241,844</u>	<u>1,340,213</u>	<u>1,340,213</u>
<i>FTE</i>	7.6	8.3	10.9	12.0	12.0
General Fund	894,812	930,171	1,241,844	1,340,213	1,340,213
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Statewide Planning Services	<u>0</u>	<u>0</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>1,000,000</u>
General Fund	0	0	1,000,000	1,000,000	1,000,000
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
SUBTOTAL - (II) Office of the State Architect					
<i>FTE</i>	<u>7.6</u>	<u>8.3</u>	<u>10.9</u>	<u>12.0</u>	<u>12.0</u>
General Fund	894,812	930,171	2,241,844	2,340,213	2,340,213
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(III) Colorado Equity Office					
Personal services	<u>0</u>	<u>0</u>	1,199,622	1,308,678	1,308,678
FTE	0.0	0.0	9.1	10.0	10.0
General Fund	0	0	1,199,622	1,308,678	1,308,678
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>0</u>	<u>0</u>	593,450	25,650	25,650
General Fund	0	0	593,450	25,650	25,650
SUBTOTAL - (III) Colorado Equity Office	0	0	1,793,072	1,334,328	1,334,328
FTE	<u>0.0</u>	<u>0.0</u>	<u>9.1</u>	<u>10.0</u>	<u>10.0</u>
General Fund	0	0	1,793,072	1,334,328	1,334,328
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(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
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Employment Security Contract Payment	<u>13,680</u>	<u>13,952</u>	<u>16,000</u>	<u>16,000</u>	<u>16,000</u>
General Fund	4,944	6,278	7,264	7,264	7,264
Cash Funds	0	0	0	0	0
Reappropriated Funds	8,736	7,674	8,736	8,736	8,736
Federal Funds	0	0	0	0	0
Disability Funding Committee	<u>22,501</u>	<u>24,442</u>	<u>977,521</u>	<u>993,976</u>	<u>993,976</u>
General Fund	0	0	0	0	0
Cash Funds	22,501	24,442	977,521	993,976	993,976
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Americans with Disabilities Act Reasonable Accommodation Coordination	<u>0</u>	<u>0</u>	<u>466,198</u>	<u>467,418</u>	<u>467,418</u>
FTE	0.0	0.0	1.0	1.0	1.0
General Fund	0	0	466,198	467,418	467,418

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Public-Private Partnership Office	<u>0</u>	<u>0</u>	<u>306,634</u>	<u>288,034</u>	<u>288,034</u>
FTE	0.0	0.0	3.0	3.0	3.0
General Fund	0	0	0	288,034	288,034
Cash Funds	0	0	306,634	0	0
State Procurement Equity Program	<u>0</u>	<u>0</u>	<u>931,521</u>	<u>833,694</u>	<u>718,870</u>
FTE	0.0	0.0	4.6	5.0	5.0
General Fund	0	0	931,521	833,694	718,870
State Sustainability Office	<u>0</u>	<u>0</u>	<u>0</u>	<u>408,707</u>	<u>0</u> *
FTE	0.0	0.0	0.0	3.2	0.0
General Fund	0	0	0	408,707	0
Appropriation to the Workers, Employers, and Workforce Centers Cash Fund	<u>15,000,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	15,000,000	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
SUBTOTAL - (V) Other Statewide Special					
Purpose	15,156,023	158,236	2,817,716	3,127,671	2,604,140
FTE	<u>0.0</u>	<u>0.0</u>	<u>8.6</u>	<u>12.2</u>	<u>9.0</u>
General Fund	15,124,786	126,120	1,524,825	2,124,959	1,601,428
Cash Funds	22,501	24,442	1,284,155	993,976	993,976
Reappropriated Funds	8,736	7,674	8,736	8,736	8,736
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
SUBTOTAL - (B) Statewide Special Purpose	17,205,093	2,201,623	8,620,728	9,170,919	8,147,388
<i>FTE</i>	<u>17.6</u>	<u>18.7</u>	<u>42.6</u>	<u>48.2</u>	<u>45.0</u>
General Fund	16,019,598	1,056,291	5,559,741	6,299,500	5,275,969
Cash Funds	22,501	24,442	1,370,779	1,080,600	1,080,600
Reappropriated Funds	1,162,994	1,120,890	1,690,208	1,790,819	1,790,819
Federal Funds	0	0	0	0	0
TOTAL - (1) Executive Director's Office	36,429,188	24,383,323	34,225,720	49,011,357	46,762,847
<i>FTE</i>	<u>34.1</u>	<u>35.2</u>	<u>60.9</u>	<u>75.3</u>	<u>69.3</u>
General Fund	21,022,398	9,060,049	15,468,491	22,660,310	20,607,741
Cash Funds	1,097,709	971,986	2,739,694	2,726,351	2,726,351
Reappropriated Funds	14,309,081	14,351,288	16,017,535	23,624,696	23,428,755
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(2) DIVISION OF HUMAN RESOURCES					
her agencies.					
(A) Human Resource Services					
(I) State Agency Services					
Personal Services	1,846,779	1,737,201	2,398,756	3,072,931	2,483,762 *
FTE	18.0	17.8	25.9	31.7	26.2
General Fund	1,846,779	1,737,201	2,178,029	2,852,204	2,263,035
Cash Funds	0	0	220,727	220,727	220,727
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	83,644	88,084	123,407	8,376,665	105,077 *
General Fund	83,644	88,084	110,507	8,363,765	92,177
Cash Funds	0	0	12,900	12,900	12,900
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Total Compensation and Employee Engagement					
Surveys	283,500	214,935	125,000	500,000	300,000 *
General Fund	283,500	214,935	125,000	500,000	300,000
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
State Employee Tuition Reimbursement	0	0	500,000	12,500,000	500,000 *
General Fund	0	0	500,000	12,500,000	500,000

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Term-limited Recruitment and Retention	<u>0</u>	<u>0</u>	<u>0</u>	<u>606,856</u>	<u>0</u> *
FTE	0.0	0.0	0.0	7.4	0.0
General Fund	0	0	0	606,856	0
SUBTOTAL - (I) State Agency Services	2,213,923	2,040,220	3,147,163	25,056,452	3,388,839
FTE	<u>18.0</u>	<u>17.8</u>	<u>25.9</u>	<u>39.1</u>	<u>26.2</u>
General Fund	2,213,923	2,040,220	2,913,536	24,822,825	3,155,212
Cash Funds	0	0	233,627	233,627	233,627
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
(II) Training Services					
Training Services	<u>840,627</u>	<u>225,814</u>	<u>277,112</u>	<u>4,176,372</u>	<u>507,278</u> *
FTE	2.8	2.4	2.3	4.1	4.1
General Fund	635,652	225,814	277,112	3,908,238	446,025
Cash Funds	0	0	0	41,392	41,392
Reappropriated Funds	204,975	0	0	226,742	19,861
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>0</u>	<u>59,723</u>	<u>71,926</u>	<u>145,630</u>	<u>145,630</u> *
General Fund	0	59,723	71,926	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	145,630	145,630
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
SUBTOTAL - (II) Training Services	840,627	285,537	349,038	4,322,002	652,908
<i>FTE</i>	<u>2.8</u>	<u>2.4</u>	<u>2.3</u>	<u>4.1</u>	<u>4.1</u>
General Fund	635,652	285,537	349,038	3,908,238	446,025
Cash Funds	0	0	0	41,392	41,392
Reappropriated Funds	204,975	0	0	372,372	165,491
Federal Funds	0	0	0	0	0
SUBTOTAL - (A) Human Resource Services	3,054,550	2,325,757	3,496,201	29,378,454	4,041,747
<i>FTE</i>	<u>20.8</u>	<u>20.2</u>	<u>28.2</u>	<u>43.2</u>	<u>30.3</u>
General Fund	2,849,575	2,325,757	3,262,574	28,731,063	3,601,237
Cash Funds	0	0	233,627	275,019	275,019
Reappropriated Funds	204,975	0	0	372,372	165,491
Federal Funds	0	0	0	0	0

(F) Labor Relations Services

Personal Services	<u>333,909</u>	<u>852,692</u>	<u>1,336,176</u>	<u>5,931,521</u>	<u>4,829,434</u> *
<i>FTE</i>	3.5	7.0	17.8	73.8	67.2
General Fund	0	5	1,336,176	5,931,521	4,829,434
Cash Funds	333,909	852,687	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>17,842</u>	<u>11,148</u>	<u>257,480</u>	<u>357,116</u>	<u>452,245</u> *
General Fund	17,842	0	257,480	357,116	452,245
Cash Funds	0	11,148	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Union Stewards	<u>0</u>	<u>0</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>
General Fund	0	0	500,000	500,000	500,000
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
SUBTOTAL - (F) Labor Relations Services	351,751	863,840	2,093,656	6,788,637	5,781,679
<i>FTE</i>	<u>3.5</u>	<u>7.0</u>	<u>17.8</u>	<u>73.8</u>	<u>67.2</u>
General Fund	17,842	5	2,093,656	6,788,637	5,781,679
Cash Funds	333,909	863,835	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

(B) Employee Benefits Services

Personal Services	<u>840,425</u>	<u>822,117</u>	<u>949,346</u>	<u>978,709</u>	<u>978,709</u>
FTE	10.0	10.3	12.0	12.0	12.0
General Fund	0	0	0	0	0
Cash Funds	840,425	822,117	949,346	978,709	978,709
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Operating Expenses	<u>46,332</u>	<u>37,141</u>	<u>808,093</u>	<u>58,093</u>	<u>58,093</u>
General Fund	0	0	750,000	0	0
Cash Funds	46,332	37,141	58,093	58,093	58,093
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Utilization Review	<u>24,500</u>	<u>24,500</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
General Fund	0	0	0	0	0
Cash Funds	24,500	24,500	25,000	25,000	25,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
H.B. 07-1335 Supplemental State Contribution Fund	<u>1,247,264</u>	<u>1,146,253</u>	<u>1,848,255</u>	<u>1,848,255</u>	<u>1,848,255</u>
General Fund	0	0	0	0	0
Cash Funds	1,247,264	1,146,253	1,848,255	1,848,255	1,848,255
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>88,832</u>	<u>247,527</u>	<u>260,506</u>	<u>295,782</u>	<u>295,782</u>
General Fund	0	0	0	0	0
Cash Funds	88,832	247,527	260,506	295,782	295,782
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
SUBTOTAL - (B) Employee Benefits Services	2,247,353	2,277,538	3,891,200	3,205,839	3,205,839
<i>FTE</i>	<u>10.0</u>	<u>10.3</u>	<u>12.0</u>	<u>12.0</u>	<u>12.0</u>
General Fund	0	0	750,000	0	0
Cash Funds	2,247,353	2,277,538	3,141,200	3,205,839	3,205,839
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

(C) Risk Management Services

Personal Services	<u>768,949</u>	<u>737,443</u>	<u>872,365</u>	<u>897,602</u>	<u>897,602</u>
FTE	9.2	8.9	11.5	11.5	11.5
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	768,949	737,443	872,365	897,602	897,602
Federal Funds	0	0	0	0	0
Operating Expenses	<u>40,276</u>	<u>50,276</u>	<u>63,668</u>	<u>63,668</u>	<u>63,668</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	40,276	50,276	63,668	63,668	63,668
Federal Funds	0	0	0	0	0
Actuarial and Broker Services	<u>287,580</u>	<u>308,878</u>	<u>347,500</u>	<u>390,900</u>	<u>390,900</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	287,580	308,878	347,500	390,900	390,900
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Risk Management Information System	<u>193,300</u>	<u>193,300</u>	<u>193,300</u>	<u>217,300</u>	<u>217,300</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	193,300	193,300	193,300	217,300	217,300
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>52,100</u>	<u>221,231</u>	<u>277,930</u>	<u>282,494</u>	<u>282,494</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	52,100	221,231	277,930	282,494	282,494
Federal Funds	0	0	0	0	0
Liability Claims	<u>3,941,223</u>	<u>3,594,473</u>	<u>8,531,207</u>	<u>10,391,477</u>	<u>10,391,477</u>
General Fund	0	0	525,556	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	3,941,223	3,594,473	8,005,651	10,391,477	10,391,477
Federal Funds	0	0	0	0	0
Liability Excess Policy	<u>451,620</u>	<u>2,808,965</u>	<u>2,634,853</u>	<u>5,405,081</u>	<u>5,405,081</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	451,620	2,808,965	2,634,853	5,405,081	5,405,081
Federal Funds	0	0	0	0	0
Liability Legal Services	<u>3,972,734</u>	<u>5,826,818</u>	<u>7,407,348</u>	<u>6,594,816</u>	<u>6,594,816</u> *
General Fund	0	1,137,838	664,305	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	3,972,734	4,688,980	6,743,043	6,594,816	6,594,816
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Property Policies	<u>9,027,785</u>	<u>10,311,881</u>	<u>9,875,729</u>	<u>13,241,581</u>	<u>13,241,581</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	9,027,785	10,311,881	9,875,729	13,241,581	13,241,581
Federal Funds	0	0	0	0	0
Property Deductibles and Payouts	<u>4,709,531</u>	<u>2,764,417</u>	<u>7,502,820</u>	<u>5,524,375</u>	<u>5,524,375</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	4,709,531	2,764,417	7,502,820	5,524,375	5,524,375
Federal Funds	0	0	0	0	0
Workers' Compensation Claims	<u>30,938,549</u>	<u>29,631,172</u>	<u>30,815,125</u>	<u>30,624,906</u>	<u>30,624,906</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	30,938,549	29,631,172	30,815,125	30,624,906	30,624,906
Federal Funds	0	0	0	0	0
Workers' Compensation TPA Fees and Loss Control	<u>1,331,077</u>	<u>1,422,862</u>	<u>1,850,000</u>	<u>1,850,000</u>	<u>1,850,000</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,331,077	1,422,862	1,850,000	1,850,000	1,850,000
Federal Funds	0	0	0	0	0
Workers' Compensation Excess Policy	<u>1,004,654</u>	<u>1,020,502</u>	<u>964,382</u>	<u>991,636</u>	<u>991,636</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,004,654	1,020,502	964,382	991,636	991,636
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Workers' Compensation Legal Services	<u>1,557,645</u>	<u>1,215,954</u>	<u>1,583,483</u>	<u>1,356,445</u>	<u>1,356,445</u> *
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,557,645	1,215,954	1,583,483	1,356,445	1,356,445
Federal Funds	0	0	0	0	0
SUBTOTAL - (C) Risk Management Services	58,277,023	60,108,172	72,919,710	77,832,281	77,832,281
<i>FTE</i>	<u>9.2</u>	<u>8.9</u>	<u>11.5</u>	<u>11.5</u>	<u>11.5</u>
General Fund	0	1,137,838	1,189,861	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	58,277,023	58,970,334	71,729,849	77,832,281	77,832,281
Federal Funds	0	0	0	0	0
TOTAL - (2) Division of Human Resources	63,930,677	65,575,307	82,400,767	117,205,211	90,861,546
<i>FTE</i>	<u>43.5</u>	<u>46.4</u>	<u>69.5</u>	<u>140.5</u>	<u>121.0</u>
General Fund	2,867,417	3,463,600	7,296,091	35,519,700	9,382,916
Cash Funds	2,581,262	3,141,373	3,374,827	3,480,858	3,480,858
Reappropriated Funds	58,481,998	58,970,334	71,729,849	78,204,653	77,997,772
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(3) PERSONNEL BOARD					
(A) Personnel Board					
Personal Services	<u>543,700</u>	<u>528,486</u>	<u>561,161</u>	<u>577,613</u>	<u>577,613</u>
FTE	5.0	4.8	4.8	4.8	4.8
General Fund	543,700	528,486	561,161	577,613	577,613
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>22,743</u>	<u>17,346</u>	<u>22,969</u>	<u>25,036</u>	<u>25,036</u> *
General Fund	22,743	17,346	22,969	25,036	25,036
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Legal Services	<u>55,701</u>	<u>38,651</u>	<u>61,632</u>	<u>72,339</u>	<u>72,339</u>
General Fund	55,701	38,651	61,632	72,339	72,339
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
TOTAL - (3) Personnel Board	622,144	584,483	645,762	674,988	674,988
FTE	5.0	4.8	4.8	4.8	4.8
General Fund	622,144	584,483	645,762	674,988	674,988
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(4) CENTRAL SERVICES					
(A) Administration					
Personal Services	<u>484,356</u>	<u>494,393</u>	<u>519,809</u>	<u>535,168</u>	<u>535,168</u>
FTE	5.2	5.3	5.2	5.2	5.2
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	484,356	494,393	519,809	535,168	535,168
Federal Funds	0	0	0	0	0
Operating Expenses	<u>15,741</u>	<u>17,184</u>	<u>27,690</u>	<u>27,690</u>	<u>27,690</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	15,741	17,184	27,690	27,690	27,690
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>19,034</u>	<u>14,472</u>	<u>15,364</u>	<u>12,645</u>	<u>12,645</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	19,034	14,472	15,364	12,645	12,645
Federal Funds	0	0	0	0	0
SUBTOTAL - (A) Administration	519,131	526,049	562,863	575,503	575,503
FTE	<u>5.2</u>	<u>5.3</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	519,131	526,049	562,863	575,503	575,503
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(B) Integrated Document Solutions					
Personal Services	<u>5,480,394</u>	<u>5,947,531</u>	<u>7,896,098</u>	<u>7,754,246</u>	<u>7,754,246</u>
FTE	84.1	87.1	102.6	102.6	102.6
General Fund	0	0	0	0	0
Cash Funds	141,615	0	141,615	141,615	141,615
Reappropriated Funds	5,338,779	5,947,531	7,754,483	7,612,631	7,612,631
Federal Funds	0	0	0	0	0
Operating Expenses	<u>5,126,278</u>	<u>21,021,438</u>	<u>25,036,586</u>	<u>22,665,399</u>	<u>22,665,399</u> *
General Fund	0	0	0	0	0
Cash Funds	0	980,537	980,537	980,537	980,537
Reappropriated Funds	5,126,278	20,040,901	24,056,049	21,684,862	21,684,862
Federal Funds	0	0	0	0	0
Commercial Print Payments	<u>896,597</u>	<u>1,732,202</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
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	896,597	1,732,202	1,733,260	1,733,260	1,733,260
Federal Funds	0	0	0	0	0
Print Equipment Lease Purchase	<u>0</u>	<u>68,907</u>	<u>240,000</u>	<u>547,243</u>	<u>547,243</u> *
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	68,907	240,000	547,243	547,243
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Scan Equipment Lease Purchase	<u>0</u>	<u>0</u>	<u>100,000</u>	<u>151,776</u>	<u>151,776</u>
Reappropriated Funds	0	0	100,000	151,776	151,776
IDS Postage	<u>9,968,624</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	735,398	0	0	0	0
Reappropriated Funds	9,233,226	0	0	0	0
Federal Funds	0	0	0	0	0
Utilities	<u>56,324</u>	<u>57,959</u>	<u>69,000</u>	<u>69,000</u>	<u>69,000</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	56,324	57,959	69,000	69,000	69,000
Federal Funds	0	0	0	0	0
Address Confidentiality Program	<u>641,259</u>	<u>539,917</u>	<u>717,331</u>	<u>730,050</u>	<u>730,050</u>
FTE	5.7	4.8	7.0	7.0	7.0
General Fund	499,585	398,594	575,657	588,376	588,376
Cash Funds	141,674	141,323	141,674	141,674	141,674
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>353,706</u>	<u>421,100</u>	<u>460,955</u>	<u>416,993</u>	<u>416,993</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	353,706	421,100	460,955	416,993	416,993
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
SUBTOTAL - (B) Integrated Document					
Solutions	22,523,182	29,789,054	36,253,230	34,067,967	34,067,967
<i>FTE</i>	89.8	91.9	109.6	109.6	109.6
General Fund	499,585	398,594	575,657	588,376	588,376
Cash Funds	1,018,687	1,121,860	1,263,826	1,263,826	1,263,826
Reappropriated Funds	21,004,910	28,268,600	34,413,747	32,215,765	32,215,765
Federal Funds	0	0	0	0	0

(C) Colorado State Archives

Personal Services	694,811	632,105	783,948	801,190	801,190
<i>FTE</i>	9.4	9.8	13.1	13.1	13.1
General Fund	637,385	632,102	664,569	680,380	680,380
Cash Funds	48,203	3	90,308	91,739	91,739
Reappropriated Funds	9,223	0	29,071	29,071	29,071
Federal Funds	0	0	0	0	0
Operating Expenses	238,065	244,167	334,056	421,955	421,955 *
General Fund	225,409	244,167	308,056	393,615	393,615
Cash Funds	12,656	0	26,000	28,340	28,340
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

SUBTOTAL - (C) Colorado State Archives					
<i>FTE</i>	9.4	9.8	13.1	13.1	13.1
General Fund	862,794	876,269	972,625	1,073,995	1,073,995
Cash Funds	60,859	3	116,308	120,079	120,079
Reappropriated Funds	9,223	0	29,071	29,071	29,071
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
TOTAL - (4) Central Services	23,975,189	31,191,375	37,934,097	35,866,615	35,866,615
<i>FTE</i>	<u>104.4</u>	<u>107.0</u>	<u>127.9</u>	<u>127.9</u>	<u>127.9</u>
General Fund	1,362,379	1,274,863	1,548,282	1,662,371	1,662,371
Cash Funds	1,079,546	1,121,863	1,380,134	1,383,905	1,383,905
Reappropriated Funds	21,533,264	28,794,649	35,005,681	32,820,339	32,820,339
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(5) DIVISION OF ACCOUNTS AND CONTROL					
(A) Financial Operations and Reporting					
(1) Financial Operations and Reporting					
Personal Services	<u>3,090,939</u>	<u>2,858,107</u>	<u>3,129,283</u>	<u>3,569,793</u>	<u>3,225,516</u> *
FTE	29.9	28.4	29.5	32.3	29.5
General Fund	2,816,485	2,858,107	3,129,283	3,569,793	3,225,516
Cash Funds	274,454	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>105,083</u>	<u>115,867</u>	<u>138,303</u>	<u>173,779</u>	<u>150,750</u> *
General Fund	105,083	115,867	138,303	173,779	150,750
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Recovery Audit Program Disbursements	<u>12,741</u>	<u>1,653</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	12,741	1,653	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
SUBTOTAL - (1) Financial Operations and Reporting	3,208,763	2,975,627	3,267,586	3,743,572	3,376,266
FTE	<u>29.9</u>	<u>28.4</u>	<u>29.5</u>	<u>32.3</u>	<u>29.5</u>
General Fund	2,921,568	2,973,974	3,267,586	3,743,572	3,376,266
Cash Funds	287,195	1,653	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(2) Collections Services					
Personal Services	<u>59,618</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FTE	0.8	0.0	0.0	0.0	0.0
General Fund	0	0	0	0	0
Cash Funds	59,618	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>27,702</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	27,702	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
SUBTOTAL - (2) Collections Services	87,320	0	0	0	0
FTE	<u>0.8</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	87,320	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
SUBTOTAL - (A) Financial Operations and Reporting	3,296,083	2,975,627	3,267,586	3,743,572	3,376,266
FTE	<u>30.7</u>	<u>28.4</u>	<u>29.5</u>	<u>32.3</u>	<u>29.5</u>
General Fund	2,921,568	2,973,974	3,267,586	3,743,572	3,376,266
Cash Funds	374,515	1,653	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(B) Procurement and Contracts					
Personal Services	<u>2,363,271</u>	<u>1,618,870</u>	<u>1,733,405</u>	<u>2,236,940</u>	<u>1,783,659</u> *
FTE	16.9	15.7	16.8	21.4	16.8
General Fund	650,000	615,870	344,405	747,940	294,659
Cash Funds	1,713,271	1,003,000	1,389,000	1,489,000	1,489,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>31,929</u>	<u>31,818</u>	<u>36,969</u>	<u>78,677</u>	<u>40,296</u> *
General Fund	31,929	31,818	36,969	78,677	40,296
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
SUBTOTAL - (B) Procurement and Contracts	2,395,200	1,650,688	1,770,374	2,315,617	1,823,955
FTE	<u>16.9</u>	<u>15.7</u>	<u>16.8</u>	<u>21.4</u>	<u>16.8</u>
General Fund	681,929	647,688	381,374	826,617	334,955
Cash Funds	1,713,271	1,003,000	1,389,000	1,489,000	1,489,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(C) CORE Operations					
Personal Services	<u>1,764,559</u>	<u>1,734,095</u>	<u>2,058,016</u>	<u>2,224,068</u>	<u>2,224,068</u> *
FTE	18.1	18.1	21.3	22.3	22.3
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,764,559	1,734,095	2,058,016	2,224,068	2,224,068
Federal Funds	0	0	0	0	0
Operating Expenses	<u>31,892</u>	<u>43,336</u>	<u>59,590</u>	<u>64,953</u>	<u>64,953</u> *
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	31,892	43,336	59,590	64,953	64,953
Federal Funds	0	0	0	0	0
Payments for CORE and Support Modules	<u>6,525,748</u>	<u>6,475,410</u>	<u>6,671,656</u>	<u>5,890,480</u>	<u>5,890,480</u>
General Fund	0	0	0	0	0
Cash Funds	2,823,321	4,098,456	2,223,408	4,399,708	4,399,708
Reappropriated Funds	3,702,427	2,376,954	4,448,248	1,490,772	1,490,772
Federal Funds	0	0	0	0	0
CORE Lease Purchase Payments	<u>3,802,249</u>	<u>3,824,152</u>	<u>0</u>	<u>1,272,116</u>	<u>1,272,116</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	3,802,249	3,824,152	0	1,272,116	1,272,116
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Indirect Cost Assessment	<u>298,341</u>	<u>279,743</u>	<u>389,935</u>	<u>372,646</u>	<u>372,646</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	298,341	279,743	389,935	372,646	372,646
Federal Funds	0	0	0	0	0
SUBTOTAL - (C) CORE Operations	12,422,789	12,356,736	9,179,197	9,824,263	9,824,263
<i>FTE</i>	<u>18.1</u>	<u>18.1</u>	<u>21.3</u>	<u>22.3</u>	<u>22.3</u>
General Fund	0	0	0	0	0
Cash Funds	2,823,321	4,098,456	2,223,408	4,399,708	4,399,708
Reappropriated Funds	9,599,468	8,258,280	6,955,789	5,424,555	5,424,555
Federal Funds	0	0	0	0	0
TOTAL - (5) Division of Accounts and Control	18,114,072	16,983,051	14,217,157	15,883,452	15,024,484
<i>FTE</i>	<u>65.7</u>	<u>62.2</u>	<u>67.6</u>	<u>76.0</u>	<u>68.6</u>
General Fund	3,603,497	3,621,662	3,648,960	4,570,189	3,711,221
Cash Funds	4,911,107	5,103,109	3,612,408	5,888,708	5,888,708
Reappropriated Funds	9,599,468	8,258,280	6,955,789	5,424,555	5,424,555
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(6) ADMINISTRATIVE COURTS					
Personal Services	<u>3,654,970</u>	<u>3,822,744</u>	<u>5,069,261</u>	<u>7,092,543</u>	<u>7,092,543</u> *
FTE	37.1	37.7	44.7	44.7	44.7
General Fund	0	0	0	0	0
Cash Funds	0	15,000	0	0	0
Reappropriated Funds	3,654,970	3,807,744	5,069,261	7,092,543	7,092,543
Federal Funds	0	0	0	0	0
Operating Expenses	<u>155,402</u>	<u>171,354</u>	<u>613,007</u>	<u>435,444</u>	<u>435,444</u> *
General Fund	0	0	0	0	0
Cash Funds	112,560	114,382	114,382	333,382	333,382
Reappropriated Funds	42,842	56,972	498,625	102,062	102,062
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>270,464</u>	<u>100,348</u>	<u>99,227</u>	<u>178,659</u>	<u>178,659</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	270,464	100,348	99,227	178,659	178,659
Federal Funds	0	0	0	0	0
TOTAL - (6) Administrative Courts	4,080,836	4,094,446	5,781,495	7,706,646	7,706,646
FTE	<u>37.1</u>	<u>37.7</u>	<u>44.7</u>	<u>44.7</u>	<u>44.7</u>
General Fund	0	0	0	0	0
Cash Funds	112,560	129,382	114,382	333,382	333,382
Reappropriated Funds	3,968,276	3,965,064	5,667,113	7,373,264	7,373,264
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(7) DIVISION OF CAPITAL ASSETS					
(A) Administration					
Personal Services	<u>325,809</u>	<u>334,999</u>	<u>368,454</u>	<u>379,323</u>	<u>379,323</u>
FTE	3.5	3.7	3.9	3.9	3.9
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	325,809	334,999	368,454	379,323	379,323
Federal Funds	0	0	0	0	0
Operating Expenses	<u>4,070</u>	<u>10,182</u>	<u>18,310</u>	<u>19,958</u>	<u>19,958</u> *
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	4,070	10,182	18,310	19,958	19,958
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>11,744</u>	<u>8,929</u>	<u>9,479</u>	<u>7,801</u>	<u>7,801</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	11,744	8,929	9,479	7,801	7,801
Federal Funds	0	0	0	0	0
SUBTOTAL - (A) Administration	341,623	354,110	396,243	407,082	407,082
FTE	<u>3.5</u>	<u>3.7</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	341,623	354,110	396,243	407,082	407,082
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
(B) Facilities Maintenance - Capitol Complex					
Personal Services	<u>3,362,277</u>	<u>3,389,598</u>	<u>3,777,228</u>	<u>4,404,668</u>	<u>4,307,823</u> *
FTE	52.1	50.9	55.7	63.2	62.5
General Fund	0	56,894	109,394	142,518	142,518
Cash Funds	0	0	30,165	0	0
Reappropriated Funds	3,362,277	3,332,704	3,637,669	4,262,150	4,165,305
Federal Funds	0	0	0	0	0
Operating Expenses	<u>2,705,088</u>	<u>2,715,806</u>	<u>3,333,142</u>	<u>4,642,155</u>	<u>3,907,141</u> *
General Fund	0	11,545	71,425	71,425	71,425
Cash Funds	0	0	556,261	2,177,521	1,641,738
Reappropriated Funds	2,705,088	2,704,261	2,705,456	2,393,209	2,193,978
Federal Funds	0	0	0	0	0
Capitol Complex Repairs	<u>56,520</u>	<u>55,907</u>	<u>56,520</u>	<u>56,520</u>	<u>56,520</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	56,520	55,907	56,520	56,520	56,520
Federal Funds	0	0	0	0	0
Capitol Complex Security	<u>504,707</u>	<u>544,078</u>	<u>555,986</u>	<u>565,390</u>	<u>565,390</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	504,707	544,078	555,986	565,390	565,390
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Utilities	<u>5,049,001</u>	<u>5,536,336</u>	<u>5,620,860</u>	<u>5,877,619</u>	<u>5,877,619</u>
General Fund	0	0	0	0	0
Cash Funds	371,595	380,885	380,885	2,177,521	2,177,521
Reappropriated Funds	4,677,406	5,155,451	5,239,975	3,700,098	3,700,098
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>1,177,859</u>	<u>862,835</u>	<u>338,799</u>	<u>490,737</u>	<u>490,737</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,177,859	862,835	338,799	490,737	490,737
Federal Funds	0	0	0	0	0
SUBTOTAL - (B) Facilities Maintenance - Capitol Complex	12,855,452	13,104,560	13,682,535	16,037,089	15,205,230
<i>FTE</i>	<u>52.1</u>	<u>50.9</u>	<u>55.7</u>	<u>63.2</u>	<u>62.5</u>
General Fund	0	68,439	180,819	213,943	213,943
Cash Funds	371,595	380,885	967,311	4,355,042	3,819,259
Reappropriated Funds	12,483,857	12,655,236	12,534,405	11,468,104	11,172,028
Federal Funds	0	0	0	0	0

(C) Fleet Management Program and Motor Pool Services

Personal Services	<u>1,098,247</u>	<u>1,112,145</u>	<u>1,189,792</u>	<u>1,371,948</u>	<u>1,362,348</u> *
FTE	15.8	16.7	17.0	18.8	18.8
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,098,247	1,112,145	1,189,792	1,371,948	1,362,348
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
Operating Expenses	<u>473,031</u>	<u>590,519</u>	<u>1,505,819</u>	<u>1,871,234</u>	<u>1,871,652</u> *
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	473,031	590,519	1,505,819	1,871,234	1,871,652
Federal Funds	0	0	0	0	0
Motor Pool Vehicles Lease and Operating Expenses	<u>12,837</u>	<u>41,769</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	12,837	41,769	200,000	200,000	200,000
Federal Funds	0	0	0	0	0
Fuel and Automotive Supplies	<u>16,270,388</u>	<u>21,672,186</u>	<u>24,408,726</u>	<u>20,869,697</u>	<u>20,869,697</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	16,270,388	21,672,186	24,408,726	20,869,697	20,869,697
Federal Funds	0	0	0	0	0
Vehicles Replacement Lease or Purchase	<u>20,427,099</u>	<u>21,908,051</u>	<u>26,283,861</u>	<u>29,003,346</u>	<u>28,082,298</u> *
General Fund	0	0	0	0	0
Cash Funds	0	0	19,334	0	0
Reappropriated Funds	20,427,099	21,908,051	26,264,527	29,003,346	28,082,298
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>98,216</u>	<u>120,081</u>	<u>146,535</u>	<u>136,252</u>	<u>136,252</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	98,216	120,081	146,535	136,252	136,252
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2023-24
Staff Working Document - Does Not Represent Committee Decision

	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Appropriation	FY 2023-24 Request	FY 2023-24 Recommendation
SUBTOTAL - (C) Fleet Management Program and Motor Pool Services	38,379,818	45,444,751	53,734,733	53,452,477	52,522,247
<i>FTE</i>	<u>15.8</u>	<u>16.7</u>	<u>17.0</u>	<u>18.8</u>	<u>18.8</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	19,334	0	0
Reappropriated Funds	38,379,818	45,444,751	53,715,399	53,452,477	52,522,247
Federal Funds	0	0	0	0	0
TOTAL - (7) Division of Capital Assets	51,576,893	58,903,421	67,813,511	69,896,648	68,134,559
<i>FTE</i>	<u>71.4</u>	<u>71.3</u>	<u>76.6</u>	<u>85.9</u>	<u>85.2</u>
General Fund	0	68,439	180,819	213,943	213,943
Cash Funds	371,595	380,885	986,645	4,355,042	3,819,259
Reappropriated Funds	51,205,298	58,454,097	66,646,047	65,327,663	64,101,357
Federal Funds	0	0	0	0	0
TOTAL - Department of Personnel	198,728,999	201,715,406	243,018,509	296,244,917	265,031,685
<i>FTE</i>	<u>361.2</u>	<u>364.6</u>	<u>452.0</u>	<u>555.1</u>	<u>521.5</u>
General Fund	29,477,835	18,073,096	28,788,405	65,301,501	36,253,180
Cash Funds	10,153,779	10,848,598	12,208,090	18,168,246	17,632,463
Reappropriated Funds	159,097,385	172,793,712	202,022,014	212,775,170	211,146,042
Federal Funds	0	0	0	0	0