

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|---|-------------|-------------|-------------|-------------|-------------|----------------------|
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: ADMINISTRATION PGM | | | | | | 72010000 |
| EXECUTIVE DIR/SUPPORT SVCS | | | | | | 72010100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| EXEC LEADERSHIP/SUPPRT SVC | | | | | | <u>1602.00.00.00</u> |
| INTRA-AGENCY REORGANIZATIONS | | | | | | 18000000 |
| SOUTHWOOD SHARED RESOURCE CENTER | | | | | | |
| TRANSFER NON-ENTERPRISE SERVICES | | | | | | |
| TO THE DEPARTMENT OF MANAGEMENT | | | | | | |
| SERVICES ADMINISTRATION - TO | | | | | | 18001500 |
| SALARIES AND BENEFITS | | | | | | 010000 |
| | 5.00 | | 5.00 | | | |
| ADMINISTRATIVE TRUST FUND -STATE | | 381,335 | | 381,335 | | 2021 1 |
| OTHER PERSONAL SERVICES | | | | | | 030000 |
| ADMINISTRATIVE TRUST FUND -STATE | | 31,231 | | 31,231 | | 2021 1 |
| EXPENSES | | | | | | 040000 |
| ADMINISTRATIVE TRUST FUND -STATE | | 127,180 | | 127,180 | | 2021 1 |
| SPECIAL CATEGORIES | | | | | | 100000 |
| CONTRACTED SERVICES | | | | | | 100777 |
| ADMINISTRATIVE TRUST FUND -STATE | | 101,700 | | 101,700 | | 2021 1 |
| TR/DMS/HR SVCS/STW CONTRCT | | | | | | 107040 |
| ADMINISTRATIVE TRUST FUND -STATE | | 2,139 | | 2,139 | | 2021 1 |
| DATA PROCESSING SERVICES | | | | | | 210000 |
| STATE TECHNOLOGY OFFICE | | | | | | 210018 |
| ADMINISTRATIVE TRUST FUND -STATE | | | | 278,041 | | 278,041 2021 1 |
| TOTAL: SOUTHWOOD SHARED RESOURCE CENTER | | | | | | 18001500 |
| TRANSFER NON-ENTERPRISE SERVICES | | | | | | |
| TO THE DEPARTMENT OF MANAGEMENT | | | | | | |
| SERVICES ADMINISTRATION - TO | | | | | | |
| TOTAL POSITIONS..... | 5.00 | | 5.00 | | | |
| TOTAL ISSUE..... | | 643,585 | | 921,626 | | 278,041 |

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|----------------------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| | | | | | | | | | | 72000000 |
| | | | | | | | | | | 72010000 |
| | | | | | | | | | | 72010100 |
| | | | | | | | | | | 16 |
| | | | | | | | | | | <u>1602.00.00.00</u> |
| | | | | | | | | | | 1800000 |
| | | | | | | | | | | 1800150 |

MANAGEMENT SRVCS, DEPT OF
 PGM: ADMINISTRATION PGM
EXECUTIVE DIR/SUPPORT SVCS
 GOV OPERATIONS/SUPPORT
 EXEC LEADERSHIP/SUPPRT SVC
 INTRA-AGENCY REORGANIZATIONS
 SOUTHWOOD SHARED RESOURCE CENTER
 TRANSFER NON-ENTERPRISE SERVICES
 TO THE DEPARTMENT OF MANAGEMENT
 SERVICES ADMINISTRATION - TO

=====

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

Issue Summary: The Southwood Shared Resource Center (SSRC) was created as a separate entity and identified as the first primary data center for the state with the adoption of Senate Bill 1892 effective July 1, 2008. When the SSRC was established, there was recognition that several of the services in the SRCC within the Working Capital Trust Fund only support the Department of Management Services (DMS). These services have been identified as non-enterprise in nature. These include:

- Application Management (Development, Maintenance, and Support)
- Desktop Support Service
- Domain Support Service (LAN, Local Printer, and Shared Files)

Also included in this analysis was the MyFlorida.com Portal Group. The Portal group is funded by General Revenue.

Problem and Solution Statement: DMS prepared Budget Amendment DMS 0809 16-720000, EOG #B0209 requesting a fund shift of 5.0 FTE and 75% of budget identified for Application Management, Desktop Support Service, and Domain Support Service. This Budget Amendment was approved by the LBC. This issue requests to annualize this funding and include the funding and FTEs as base budget for the Administrative Trust Fund. Also see offsetting issues 1800140 and 1800190 in SSRC.

See corresponding issue 1800180 for Annualization of transfer of Portal in General Revenue, issue 1800160 in each program for decrease to Data Processing STO as a result of services being based in Administration, and issue 1800200 for increased operating authority in Administrative Overhead category as an offset to reduction of Data Processing STO.

Fiscal Information: This issue requests a transfer of 5.0 FTEs and recurring appropriations of \$643,585 from SSRC Working Capital Trust Fund to Administrative Trust Fund. This issue annualizes the trust fund appropriations in Budget Amendment DMS 0809 16-720000, EOG #B0209 approved by the LBC.

This issue impacts the "Information Technology Executive Direction" activity.

| | | |
|----------------------------------|---------|---------|
| Administration Trust Fund (2021) | | |
| Rate 5.0 FTE | 247,733 | |
| Salaries and Benefits (010000) | | 381,335 |

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|--|---------------------------|---------------------------|---------------------------|---------------------------|---|----------------------|
| | AGY FIN REQ FY 2009-10 | AGY AMD REQ FY 2009-10 | AGY AMD N/R FY 2009-10 | AGY AMD ANZ FY 2009-10 | AGY AMD REQ FY 2009-10 OVER(UNDER) AGY FIN REQ FY 2009-10 | CODES |
| | POS AMOUNT | POS AMOUNT | POS AMOUNT | POS AMOUNT | POS AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: ADMINISTRATION PGM | | | | | | 72010000 |
| <u>EXECUTIVE DIR/SUPPORT SVCS</u> | | | | | | 72010100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| <u>EXEC LEADERSHIP/SUPPRT SVC</u> | | | | | | <u>1602.00.00.00</u> |
| INTRA-AGENCY REORGANIZATIONS | | | | | | 18000000 |
| SOUTHWOOD SHARED RESOURCE CENTER | | | | | | |
| TRANSFER NON-ENTERPRISE SERVICES | | | | | | |
| TO THE DEPARTMENT OF MANAGEMENT | | | | | | |
| SERVICES ADMINISTRATION - TO | | | | | | 18001500 |
| Other Personal Services (030000) | | | | 31,231 | | |
| Expenses (040000) | | | | 127,180 | | |
| Special Categories: Contracted Services (100777) | | | | 101,700 | | |
| HR Statewide Contract (107040) | | | | 2,139 | | |
| | | | | ----- | | |
| Total Issue | | | | 643,585 | FSI=1 | |
| | | | | ===== | | |

AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

Issue Summary: The Southwood Shared Resource Center (SSRC) was created as a separate entity and identified as the first primary data center for the state with the adoption of Senate Bill 1892 effective July 1, 2008. When the SSRC was established, there was recognition that several of the services in the SRCC within the Working Capital Trust Fund only support the Department of Management Services (DMS). These services have been identified as non-enterprise in nature. These include:

- Application Management (Development, Maintenance, and Support)
- Desktop Support Service
- Domain Support Service (LAN, Local Printer, and Shared Files)

Also included in this analysis was the MyFlorida.com Portal Group. The Portal group is funded by General Revenue.

Problem and Solution Statement: DMS prepared Budget Amendment DMS 0809 16-720000, EOG #B0209 requesting a fund shift of 5.0 FTE and 75% of budget identified for Application Management, Desktop Support Service, and Domain Support Service. This Budget Amendment was approved by the LBC. This issue requests to annualize this funding and include the funding

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|-------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |

| | | | | | | | | | | |
|-----------------------------------|--|--|--|--|--|--|--|--|--|----------------------|
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: ADMINISTRATION PGM | | | | | | | | | | 72010000 |
| <u>EXECUTIVE DIR/SUPPORT SVCS</u> | | | | | | | | | | 72010100 |
| GOV OPERATIONS/SUPPORT | | | | | | | | | | 16 |
| EXEC LEADERSHIP/SUPPRT SVC | | | | | | | | | | <u>1602.00.00.00</u> |
| INTRA-AGENCY REORGANIZATIONS | | | | | | | | | | 1800000 |
| SOUTHWOOD SHARED RESOURCE CENTER | | | | | | | | | | |
| TRANSFER NON-ENTERPRISE SERVICES | | | | | | | | | | |
| TO THE DEPARTMENT OF MANAGEMENT | | | | | | | | | | |
| SERVICES ADMINISTRATION - TO | | | | | | | | | | 1800150 |

and FTEs as base budget for the Administrative Trust Fund. Also see offsetting issues 1800140 and 1800190 in SSRC.

See corresponding issue 1800180 for Annualization of transfer of Portal in General Revenue, issue 1800160 in each program for decrease to Data Processing STO as a result of services being based in Administration, and issue 1800200 for increased operating authority in Administrative Overhead category as an offset to reduction of Data Processing STO.

Fiscal Information: This issue requests a transfer of 5.0 FTEs and recurring appropriations of \$921,625 from SSRC Working Capital Trust Fund to Administrative Trust Fund. This issue annualizes the trust fund appropriations in Budget Amendment DMS 0809 16-720000, EOG #B0209 approved by the LBC.

This issue impacts the "Information Technology Executive Direction" activity.

| | | | | | | | | | | |
|--|--|--|---------|--|--|---------|--|-------|--|--|
| Administration Trust Fund (2021) | | | | | | | | | | |
| Rate 5.0 FTE | | | 247,733 | | | | | | | |
| Salaries and Benefits (010000) | | | | | | 381,335 | | | | |
| Other Personal Services (030000) | | | | | | 31,231 | | | | |
| Expenses (040000) | | | | | | 127,180 | | | | |
| Special Categories: Contracted Services (100777) | | | | | | 101,700 | | | | |
| HR Statewide Contract (107040) | | | | | | 2,139 | | | | |
| Data Processing STO (210018) | | | | | | 278,041 | | | | |
| | | | | | | ----- | | | | |
| Total Issue | | | | | | 921,625 | | FSI=1 | | |
| | | | | | | ===== | | | | |

Summary: This issue has been revised to annualize the appropriation increase in Data Processing STO category for \$278,041 to cover the added costs of the SSRC charges for back-up, floor tiles, server space, etc. associated with the Desktop services, Domain services, and Applications Management services that were transferred to Administration from the SSRC. This item was inadvertently omitted from the LBR.

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|-------|
| AGY FIN REQ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | AGY AMD N/R FY 2009-10 | POS | AGY AMD ANZ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | |

MANAGEMENT SRVCS, DEPT OF 72000000
 PGM: ADMINISTRATION PGM 72010000
 EXECUTIVE DIR/SUPPORT SVCS 72010100
 GOV OPERATIONS/SUPPORT 16
 EXEC LEADERSHIP/SUPPRT SVC 1602.00.00.00
 INTRA-AGENCY REORGANIZATIONS 1800000
 SOUTHWOOD SHARED RESOURCE CENTER
 TRANSFER NON-ENTERPRISE SERVICES
 TO THE DEPARTMENT OF MANAGEMENT
 SERVICES ADMINISTRATION - TO 1800150

POSITION DETAIL OF SALARIES AND BENEFITS:

| FTE | BASE RATE | ADDITIVES | BENEFITS | SUBTOTAL | LAPSE % | LAPSED SALARIES AND BENEFITS |
|---|-----------|-----------|----------|----------|---------|------------------------------|
| A12 - AGY FIN REQ FY 2009-10 | | | | | | |
| CHANGES TO CURRENTLY AUTHORIZED POSITIONS | | | | | | |
| P101 PROPOSED CLASS CODE | | | | | | |
| C0002 001 | 5.00 | 288,351 | 92,984 | 381,335 | 0.00 | 381,335 |
| TOTALS FOR ISSUE BY FUND | | | | | | |
| 2021 ADMINISTRATIVE TRUST FUND | | | | | | |
| 5.00 | 288,351 | 92,984 | 381,335 | | | 381,335 |

A14 - AGY AMD REQ FY 2009-10

| | | | | | | |
|---|---------|---------|---------|---------|------|---------|
| CHANGES TO CURRENTLY AUTHORIZED POSITIONS | | | | | | |
| P101 PROPOSED CLASS CODE | | | | | | |
| C0002 001 | 5.00 | 288,351 | 92,984 | 381,335 | 0.00 | 381,335 |
| TOTALS FOR ISSUE BY FUND | | | | | | |
| 2021 ADMINISTRATIVE TRUST FUND | | | | | | |
| 5.00 | 288,351 | 92,984 | 381,335 | | | 381,335 |

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: ADMINISTRATION PGM | | | | | | 72010000 |
| EXECUTIVE DIR/SUPPORT SVCS | | | | | | 72010100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| EXEC LEADERSHIP/SUPPRT SVC | | | | | | <u>1602.00.00.00</u> |
| TECHNICAL ADJUSTMENTS | | | | | | 4600000 |
| ALIGN DATA PROCESSING | | | | | | |
| BASE BUDGET APPROPRIATIONS WITH | | | | | | |
| ACTUAL EXPENDITURES | | | | | | 4603050 |
| DATA PROCESSING SERVICES | | | | | | 210000 |
| STATE TECHNOLOGY OFFICE | | | | | | 210018 |
| ADMINISTRATIVE TRUST FUND -STATE | | 145,000 | | | 145,000 | 2021 1 |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

Issue Summary: This technical clean-up issue would align Data Processing costs.

Problem and Solution Statement: The Domain support, Desktop support, and Applications Management support were transferred to DMS Administration Program from the Southwood Shared Resource Center in Budget Amendment EOG # B0209 during Fiscal Year 2008-09. In reviewing the annualized costs, based on the January 2009 invoice, there are shortages in the Administration Program as well as in the Motor Vehicles and Watercraft Management Program. In order to properly pay for these services, we are requesting a budget transfer from Purchasing Oversight to Administration and from Telecommunications Services to Motor Vehicles and Watercraft Management. These transfers will have a net zero effect on the Department's budget.

Fiscal Information: This issue requests an increased appropriation of \$145,000 in the Administrative Trust Fund. See corresponding reduction issue 460305 in Budget Entity 72600400, Purchasing Oversight.

This issue impacts the "Information Technology Executive Direction" activity.

Administrative Trust Fund (2021)
 Data Processing - STO (210018) 145,000 FSI=1
 =====

SUMMARY: This is a new issue.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|--|-------------|-------------|-------------|-------------|-------------|----------------------|
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: FACILITIES PROGRAM | | | | | | 72400000 |
| FACILITIES MANAGEMENT | | | | | | 72400100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | <u>1601.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | 4000000 |
| ENERGY SERVICE COMPANY PROJECT-ESCO | | | | | | |
| ENERGY PERFORMANCE CONTRACT WITH | | | | | | |
| TRANE - ADD | | | | | | 4000150 |
| SPECIAL CATEGORIES | | | | | | 100000 |
| CONTRACTED SERVICES | | | | | | 100777 |
| SUPERVISION TRUST FUND -STATE | | 7,900 | | | 7,900 | 2696 1 |
| DEFERRED-PAY COM CONTRACTS | | | | | | 105280 |
| SUPERVISION TRUST FUND -STATE | | 116,483 | | | 116,483 | 2696 1 |
| TOTAL: ENERGY SERVICE COMPANY PROJECT-ESCO | | | | | | 4000150 |
| ENERGY PERFORMANCE CONTRACT WITH | | | | | | |
| TRANE - ADD | | | | | | |
| TOTAL ISSUE..... | | 124,383 | | | 124,383 | |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? NO
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

ISSUE SUMMARY: The Department of Management Services is seeking to enter into an Energy Performance Contract (EPC) with TRANE. This issue requests a fund shift from Special Categories: State Utility Payments in the amount of \$124,383 to Special Categories: Deferred Payment Commodity Contracts in the amount of \$221,491 and the Special Categories: Contracted Services in the amount of \$52,823.

PROBLEM AND SOLUTION STATEMENT: An EPC is a mechanism used by state agencies, municipalities, school boards and other political subdivisions in order to retrofit existing buildings with new energy efficient equipment, thereby reducing downstream consumption of energy. The savings generated by the reduced energy consumption is redirected to fund the improvement through a cash flow model over a fixed period of time. Thus, the provider of the EPC guarantees an annual cumulative positive cash flow over the term of the contract or will make up any shortfall.

DMS initiated an Investment Grade Audit with Trane in eight DMS owned facilities. These buildings are the Capitol, House/Senate, Historic Capitol, Knott, Collins, Fletcher, Larson, and Pepper. Trane performed an extensive audit that focused on energy consuming equipment, as well as all mechanical, electrical, and structural retrofits. This audit provided a list of all their recommendations, which included energy savings and financial payback for retrofits. DMS and

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|-------------------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|---|----------------------|---------|
| AGY FIN REQ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | AGY AMD N/R FY 2009-10 | POS | AGY AMD ANZ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 OVER(UNDER) AGY FIN REQ FY 2009-10 | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | 72000000 | |
| PGM: FACILITIES PROGRAM | | | | | | | | | 72400000 | |
| <u>FACILITIES MANAGEMENT</u> | | | | | | | | | 72400100 | |
| GOV OPERATIONS/SUPPORT | | | | | | | | | 16 | |
| <u>GOVERNMENTAL OPERATIONS</u> | | | | | | | | | <u>1601.00.00.00</u> | |
| RE-ENGINEERING THE WORKPLACE | | | | | | | | | 4000000 | |
| ENERGY SERVICE COMPANY PROJECT-ESCO | | | | | | | | | | |
| ENERGY PERFORMANCE CONTRACT WITH | | | | | | | | | | |
| TRANE - DELETE | | | | | | | | | | 4000160 |

efficiency motors.

This project provides the following benefits.

1. Retrofit our aging buildings with new, low wattage, energy efficient lighting.
2. Retrofit our existing restrooms from standard plumbing fixtures to new low-flow sink faucets and water closets.
3. Update the existing building management controls.
4. Replace existing motors with premium energy efficient motor technology.
5. Provide a positive net cash flow savings in utility expenses. Even after all debt and expenses are accounted for, it is estimated that over the 10 years of the contract, DMS will realize an additional \$2,000,000 in savings by pursuing this contract.

The EPC program is funded through the redirecting of funds from the DMS utility expense account, to a third party financial institution. The program concept is based on funding capital improvements (lighting, water, etc.) from money that was going to pay utility expenses, redirected to make installment payments for new energy consuming equipment. The savings generated by the new equipment must be net positive every year to pay for the installment payments. This particular project will require a payment of \$465,931 annually, for a 10 year term. It will also require a \$31,600 a year (plus 4% annual escalator) cost associated with the measurement and verification and annual service support of the project. This payment is based on an interest rate of 4.50% which is not locked as of February 24, 2009.

FISCAL INFORMATION: This issue requests a decrease of \$124,383 in Special Categories: State Utility Payments. In corresponding issue 4000150, we are requesting an increase of \$116,483 in Special Categories: Deferred - Payment Commodity Contracts and \$7,900 in Special Categories: Contracted Services.

This issue impacts the "Special Categories: State Utility Payments" activity.

Supervision Trust Fund (2696)
 Special Categories: State Utility Payments (103647) (124,383) FSI=1
 =====

SUMMARY: This is a new issue.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|------------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | | | | | AGY AMD REQ | |
| | | | | | FY 2009-10 | |
| | | | | | OVER(UNDER) | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: FACILITIES PROGRAM | | | | | | 72400000 |
| <u>FACILITIES MANAGEMENT</u> | | | | | | 72400100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| <u>GOVERNMENTAL OPERATIONS</u> | | | | | | <u>1601.00.00.00</u> |
| FUNDING FOR NON-RECURRING PROJECTS | | | | | | 4400000 |
| ROAD CONSTRUCTION - EXTENSION OF | | | | | | |
| MERCHANTS ROW | | | | | | 4400200 |
| SPECIAL CATEGORIES | | | | | | 100000 |
| CONTRACTED SERVICES | | | | | | 100777 |
| | | | | | | |
| SUPERVISION TRUST FUND -STATE | | 1,200,000 | 1,200,000 | | 1,200,000 | 2696 1 |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? NO
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

ISSUE SUMMARY: This issue request non-recurring budget authority in the amount of \$1,200,000 to reimburse the St. Joe Company for 50% of the costs associated with the extension of Merchants Row. This request is in agreement with the 1999 Land Exchange Agreement executed between the Department of Management Services and the St. Joe Company. This funding was originally appropriated in Fiscal Year 2008-09, however, due to unanticipated delays in the completion of the roadway the reimbursement will not occur until Fiscal Year 2009-10. Therefore, we will let the funding revert during Fiscal Year 2008-09 and request it be re-appropriated in Fiscal Year 2009-10.

PROBLEM AND SOLUTION STATEMENT: Section 13 (Shared Infrastructure) of the 1999 Agreement For Land Exchange and Development between the Department of Management Services and The St. Joe Company states "The Department and St. Joe shall share equally the cost of planning, designing, permitting and construction ("Cost") of the roads marked in brown on the sketch attached as Exhibit "H". This roadway is an extension of Merchants Row and begins West of Capital Circle and wraps around Parcel Two of the Capital Circle Office Center connecting with Shumard Oak. This road is essential to the Department of Revenue facilities that are scheduled to come on-line during the third quarter of Fiscal Year 2009-10. The road has been permitted with a construction started in December 2008. It is estimated that construction will take 9-12 months to complete. Once this road is completed it will be reviewed and accepted by the City of Tallahassee who will then maintain the road.

FISCAL INFORMATION: The funds acquired for this specific purpose will be paid in accordance with 1999 Land Exchange Agreement. The total cost for the construction of the roadway is estimated at \$2,400,000, with the portion that the Department of Management Services be required to reimburse being \$1,200,000. This cost is based on figures provided by the St. Joe Company.

This issue impacts the "Administer Bonding Program and Plan for State Office Space Requirements" activity.

Supervision Trust Fund (2696)
 Special Categories: Contracted Services (100777) (Non-recurring) 1,200,000 FSI=1

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|------------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | | | | | AGY AMD REQ | |
| | | | | | FY 2009-10 | |
| | | | | | OVER(UNDER) | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: FACILITIES PROGRAM | | | | | | 72400000 |
| <u>FACILITIES MANAGEMENT</u> | | | | | | 72400100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| <u>GOVERNMENTAL OPERATIONS</u> | | | | | | <u>1601.00.00.00</u> |
| FUNDING FOR NON-RECURRING PROJECTS | | | | | | 4400000 |
| ROAD CONSTRUCTION - EXTENSION OF | | | | | | |
| MERCHANTS ROW | | | | | | 4400200 |

SUMMARY: This is a new issue.

| | | | | | | |
|----------------------------------|-----------|-----------|--|--|------------|---------|
| CAPITAL IMPROVEMENT PLAN | | | | | | 9900000 |
| DEBT SERVICE | | | | | | 990D000 |
| FIXED CAPITAL OUTLAY | | | | | | 080000 |
| DEBT SERVICE | | | | | | 089070 |
| GENERAL REVENUE FUND -STATE | 7,970,856 | 2,385,026 | | | 5,585,830- | 1000 1 |
| FL FACILITIES POOL CLR TF -STATE | 69,706 | 69,706 | | | | 2313 1 |
| PUBL FACILITIES FINANCE TF-STATE | | 5,400,000 | | | 5,400,000 | 2495 1 |
| TOTAL APPRO..... | 8,040,562 | 7,854,732 | | | 185,830- | |

AGENCY NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: DEBT SERVICE IT COMPONENT? NO

2009-2010 Debt Service Narratives:

Estimated expenditures for total debt service are \$29,949,943 in the Florida Facilities Pool Clearing Trust Fund (FFPCTF) (an increase of \$69,706 from Fiscal Year 2008-09) and \$7,970,856 from General Revenue. This request is to provide funding for debt service on Florida Facility Pool revenue bonds issued for construction of the facilities listed below. If the General Revenue portion of this issue is not funded it will prevent the Department of Management Services from completing the construction of new office facilities for Department of Revenue on Parcel 2 and for the First District Court of Appeals facility at the Capital Circle Office Center (CCOC).

2313
 Fla Fac
 Pool Trust

| | |
|--|-----------|
| ---1998-A: FDLE - Orlando (Hurstons Site), Orange County | 754,965 |
| ---1998-B: Satellite Office Buildings 4A, 4B, 3B & 4C, Leon County | 2,875,854 |

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|-------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |

| | | | | | | | | | | |
|--------------------------------|--|--|--|--|--|--|--|--|--|----------------------|
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: FACILITIES PROGRAM | | | | | | | | | | 72400000 |
| <u>FACILITIES MANAGEMENT</u> | | | | | | | | | | 72400100 |
| <u>GOV OPERATIONS/SUPPORT</u> | | | | | | | | | | 16 |
| <u>GOVERNMENTAL OPERATIONS</u> | | | | | | | | | | <u>1601.00.00.00</u> |
| CAPITAL IMPROVEMENT PLAN | | | | | | | | | | 9900000 |
| DEBT SERVICE | | | | | | | | | | 990D000 |

---1999-A: Dade III Regional Service Center (Opa-Locka), Dade County
 ---1999-A: Refunding of Satellite Office Building 2A 1,588,093

---1999-B: (Partial refinance) Alachua Regional Service Center #1, Alachua County
 ---1999-B: (Partial refinance) Computer Center, Satellite Complex, Leon County
 ---1999-B: (Partial refinance) FDLE Miami, Dade County (Called)

---2000-A: (Partial refinance) Duval Regional Service Center Phase II FDLE 372,306

2002-A Consolidation:

---Satellite Office Building 1, Leon County (was 1993-A)
 ---Satellite Office Building 2B, Leon County (was 1993-A)
 ---Duval County RSC, Phase I (was 1993-B) 3,420,406

2003-A Consolidation:

---(Turlington Building), Leon County (was 1992 Consolidation)
 ---DEP Laboratory, Leon County (was 1992 Cons.)
 ---Pepper Building, Leon County (was 1992 Cons.)
 ---Monroe County Regional Service Center (was 1992 Cons.)
 ---Daytona Beach Regional Service Center, Volusia County (was 1992 Cons.)
 ---Florida Department of Law Enforcement Complex, Leon County (was 1992 Cons.)
 ---Hurston Building Phase II, Orange County (was 1992 Cons.)
 ---Rohde Parking Facility, Dade County (was 1992 Cons.)
 ---Records Storage Facility, Leon County (was 1992 Cons.)
 ---Ft. Pierce Regional Service Center, St. Lucie County (was 1992 Cons.) 11,509,675

2005-A Consolidation:

---Plantation/Sony Office Building, Broward County (was 1993-C)
 ---Knott Building Renovation, Capitol Center, Leon County (was 1995-A)
 ---Largo Regional Service Center (Grizzle Building), Pinellas County (was 1995-B)
 ---Lee County Regional Service Center (was 1995-B)
 ---Ft. Pierce Regional Service Center, St. Lucie County (was 1995-B)
 ---Lee Davis Regional Service Center, Hillsborough County (1996-A)
 ---Plantation/Sony Office Building (for completion), Broward County (1996-A)
 ---Satellite Office Building 3A, Leon County (1996-B)
 --- (Partial refinance) DEP Office Building #1 (EAST), Leon County (was 1997-A)
 --- (Partial refinance) Alachua Regional Service Center #1, Alachua County (was 1999-B)

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|--------------------------------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|----------------------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: FACILITIES PROGRAM | | | | | | | | | | 72400000 |
| <u>FACILITIES MANAGEMENT</u> | | | | | | | | | | 72400100 |
| <u>GOV OPERATIONS/SUPPORT</u> | | | | | | | | | | 16 |
| <u>GOVERNMENTAL OPERATIONS</u> | | | | | | | | | | <u>1601.00.00.00</u> |
| CAPITAL IMPROVEMENT PLAN | | | | | | | | | | 9900000 |
| DEBT SERVICE | | | | | | | | | | 990D000 |

---(Partial refinance)Computer Center, Satellite Complex, Leon County (was 1999-B)
 ---(Partial refinance)FDLE Miami, Dade County (was 1999-B)
 ---(Partial refinance) Duval Reg. Service Ctr. Phase II FDLE (was 2000-A) 9,428,644

Agency FFPCTF Debt Service FY 2009-10: 29,949,943
 =====

DEPARTMENT OF REVENUE FACILITIES

ISSUE SUMMARY: This issue is to request General Revenue for a full year of debt service payments in the amount of \$5,799,281 associated with the construction of the Department of Revenue Facilities as part of CCOC Phase 3.

PROBLEM AND SOLUTION STATEMENT: During Fiscal Year 2005-06, \$1,000,000 was appropriated for planning of these facilities. This funding was used to hire DRI attorneys, the selection / hiring of a firm to coordinate the DRI process and develop and go / no go analysis. During Fiscal Year 2006-07, \$18,000,000 million (General Revenue) was appropriated for pre-construction costs. This funding was used for site design and planning, infrastructure design work, DRI process and assessments and the selection of an architectural firm for the development of the final design. During Fiscal Year 2006-2007, \$96,000,000 million was appropriated for the issuance of bonds for the construction of the facilities (474,000 gross square feet). During Fiscal Year 2006-07, \$3,700,000 (General Revenue) was appropriated for Debt Service payments; during Fiscal Year 2007-2008, \$4,365,000 (General Revenue) was appropriated for Debt Service payments, and during Fiscal Year 2008-09 an additional \$5,798,781 (General Revenue) was appropriated for Debt Service payments.

Fiscal Year 2009-10 Debt Service Need:

| Payment Date | Amount |
|-------------------|-------------|
| March 1, 2010 | \$1,959,644 |
| September 1, 2010 | \$3,839,637 |
| Total | \$5,799,281 |

The portion of the debt service payment due on September 1, 2010, will be transferred to the State Board of Administration prior to the end of Fiscal Year 2009-10.

The building plans call for (2) five story buildings, plus a two story call center. The prototype buildings at the current CCOC location are being used as a base model for the design, with customization being required due to the

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|--------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | | | | | AGY AMD REQ | |
| | | | | | FY 2009-10 | |
| | | | | | OVER(UNDER) | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: FACILITIES PROGRAM | | | | | | 72400000 |
| <u>FACILITIES MANAGEMENT</u> | | | | | | 72400100 |
| <u>GOV OPERATIONS/SUPPORT</u> | | | | | | 16 |
| <u>GOVERNMENTAL OPERATIONS</u> | | | | | | <u>1601.00.00.00</u> |
| CAPITAL IMPROVEMENT PLAN | | | | | | 9900000 |
| DEBT SERVICE | | | | | | 990D000 |

Fiscal Year 2007-08 appropriation (\$750,000)
 Fiscal Year 2008-09 appropriation (\$1,506,342)

 Total \$2,171,575

The portion of the debt service payment due on September 1, 2010, will be transferred to the State Board of Administration prior to the end of Fiscal Year 2009-10.

FISCAL INFORMATION: The funds acquired for this specific purpose will be used to pay for Debt Service during the construction of this facility. The total Debt Service need for Fiscal Year 2009-10 is \$2,171,575.

| | |
|--|-----------|
| | 1000 |
| | General |
| | Revenue |
| | ----- |
| 2007-A: Parcel 2 -- CCOC Phase III (DOR) Office Complex -- \$96m issue | 5,799,281 |
| 2007-B: Parcel 3 -- First District Court of Appeals issue | 2,171,575 |
| | ----- |
| Agency General Revenue (1000) Debt Service Request FY 2009-10 | 7,970,856 |
| | ===== |

AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

This issue revises the amounts requested in General Revenue and requests Trust Fund authority to cover debt service.

| | |
|-----------------|-----------|
| General Revenue | 2,385,026 |
| Trust Fund | 5,400,000 |
| | ----- |
| Total | 7,785,026 |

SUMMARY: This request coupled with General Revenue from the Fiscal Year 2008-09 will provide the total debt service need for DCA and DOR in the amount of 8,293,369.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|--------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | | | | | AGY AMD REQ | |
| | | | | | FY 2009-10 | |
| | | | | | OVER(UNDER) | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: FACILITIES PROGRAM | | | | | | 72400000 |
| <u>FACILITIES MANAGEMENT</u> | | | | | | 72400100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| <u>GOVERNMENTAL OPERATIONS</u> | | | | | | <u>1601.00.00.00</u> |
| CAPITAL IMPROVEMENT PLAN | | | | | | 9900000 |
| MAINTENANCE AND REPAIR | | | | | | 990M000 |
| FIXED CAPITAL OUTLAY | | | | | | 080000 |
| CAP. DEPRE. - GENERAL | | | | | | 083400 |
| SUPERVISION TRUST FUND -STATE | 7,370,106 | 7,370,106 | 7,370,106 | | | 2696 1 |

AGENCY NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: CAP. DEPRE. - GENERAL IT COMPONENT? NO

This request is to provide funding for correction of general building deficiencies, i.e., electrical, roofing, plumbing, mechanical, etc., statewide for the department. Refer to the CIP 5 (building system group) list for specific details on repairs.

Agency Request FY 2009-10: \$7,370,106 from Supervision Trust Fund (2696)
 =====

| | | | | | | |
|--------------------------------|------------|------------|-----------|--|------------|----------------------|
| TOTAL: GOVERNMENTAL OPERATIONS | | | | | | <u>1601.00.00.00</u> |
| BY FUND TYPE | | | | | | |
| GENERAL REVENUE FUND | 7,970,856 | 2,385,026 | | | 5,585,830- | 1000 |
| TRUST FUNDS | 7,439,812 | 14,039,812 | 8,570,106 | | 6,600,000 | 2000 |
| TOTAL PROG COMP..... | 15,410,668 | 16,424,838 | 8,570,106 | | 1,014,170 | |

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | |
|-------------|--------|-------------|--------|-------------|--------|-------------|--------|-------------|--------|-------|
| AGY FIN REQ | | AGY AMD REQ | | AGY AMD N/R | | AGY AMD ANZ | | AGY AMD REQ | | |
| FY 2009-10 | | FY 2009-10 | | FY 2009-10 | | FY 2009-10 | | FY 2009-10 | | |
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | CODES |

MANAGEMENT SRVCS, DEPT OF
 PGM: SUPPORT PROGRAM
 AIRCRAFT MANAGEMENT
 GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS
 FUNDING FOR NON-RECURRING PROJECTS
 CONTRACT WITH CITY OF TALLAHASSEE
 TO REPAIR AIRCRAFT HANGAR APRON

72000000
 72600000
 72600100
 16
 1601.00.00.00
 4400000
 4400110

Special Categories: Contracted Services (100777) (Non-recurring) 149,487 FSI=1
 =====

SUMMARY: This is a new issue.

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|----------------------------------|--------|----------------------------------|--------|----------------------------------|--------|----------------------------------|--------|----------------------------------|--------|----------------------|
| AGY FIN REQ FY 2009-10 POS | AMOUNT | AGY AMD REQ FY 2009-10 POS | AMOUNT | AGY AMD N/R FY 2009-10 POS | AMOUNT | AGY AMD ANZ FY 2009-10 POS | AMOUNT | AGY AMD REQ FY 2009-10 POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | | | | | 72600000 |
| <u>FEDERAL PROPERTY ASSIST</u> | | | | | | | | | | 72600200 |
| <u>GOV OPERATIONS/SUPPORT</u> | | | | | | | | | | 16 |
| <u>GOVERNMENTAL OPERATIONS</u> | | | | | | | | | | <u>1601.00.00.00</u> |
| CAPITAL IMPROVEMENT PLAN | | | | | | | | | | 99000000 |
| MAINTENANCE AND REPAIR | | | | | | | | | | 990M000 |

AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

ISSUE SUMMARY: The Department is withdrawing this issue.

SUMMARY: This issue is withdrawn.

| | | | | | | | | | | |
|----------------------------------|---------|--|--|--|--|--|--|--|----------|--------|
| ROOF REPAIRS/REPLACEMENT | | | | | | | | | | 082500 |
| SURPLUS PROPERTY REVOLV TF-STATE | 125,000 | | | | | | | | 125,000- | 2699 1 |

AGENCY NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: ROOF REPAIRS/REPLACEMENT IT COMPONENT? NO

FEDERAL SURPLUS PROPERTY WAREHOUSE ROOF

This request is for \$125,000 to restore the roof of the Federal Surplus Property Warehouse in Starke. This will be a DMS managed project.

The Federal Property Assistance Program has a 100,000 square foot warehouse housing approximately \$4,000,000 in donated federal property. The warehouse was built in the mid 1950's and the last major repairs were accomplished in 1995 when the building was renovated. The roof has over 30 leaks and in need of major repair.

It is the program's responsibility to house donated federal property in the warehouse for donation to non-profits, law enforcement agencies, etc. If funding is not provided, the leaking roof puts the property, and more importantly, the employees and visitors to the warehouse at a safety risk.

The restoration of the roof will include cleaning, repairing and sealing the roof with an elastomeric coating. All materials and labor will be covered by a 10 year warranty.

Agency Request FY 2009-10: \$125,000 from the Federal Surplus Property Revolving Trust Fund (2699)

=====

AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|-------|
| AGY FIN REQ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | AGY AMD N/R FY 2009-10 | POS | AGY AMD ANZ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | |

| | | | | | | | | | | |
|---------------------------|--|--|--|--|--|--|--|--|--|----------------------|
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | | | | | 72600000 |
| FEDERAL PROPERTY ASSIST | | | | | | | | | | 72600200 |
| GOV OPERATIONS/SUPPORT | | | | | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | | | | | <u>1601.00.00.00</u> |
| CAPITAL IMPROVEMENT PLAN | | | | | | | | | | 9900000 |
| MAINTENANCE AND REPAIR | | | | | | | | | | 990M000 |

ISSUE SUMMARY: The Department is withdrawing this issue.

SUMMARY: This issue is withdrawn.

| | | | | | | | | | | |
|--------------------------------|--|---------|--|--|--|--|--|--|----------|----------------------|
| TOTAL: MAINTENANCE AND REPAIR | | | | | | | | | | 990M000 |
| TOTAL ISSUE..... | | 166,789 | | | | | | | 166,789- | |
| TOTAL: GOVERNMENTAL OPERATIONS | | | | | | | | | | <u>1601.00.00.00</u> |
| BY FUND TYPE | | | | | | | | | | |
| TRUST FUNDS..... | | 166,789 | | | | | | | 166,789- | 2000 |

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|---------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---|---------------|
| | AGY FIN REQ FY 2009-10 | AGY AMD REQ FY 2009-10 | AGY AMD N/R FY 2009-10 | AGY AMD ANZ FY 2009-10 | AGY AMD REQ FY 2009-10 OVER(UNDER) AGY FIN REQ FY 2009-10 | CODES |
| | POS AMOUNT | POS AMOUNT | POS AMOUNT | POS AMOUNT | POS AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | 72600000 |
| MOTOR VEHIC/WATERCRAFT MGT | | | | | | 72600300 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | 1601.00.00.00 |
| TECHNICAL ADJUSTMENTS | | | | | | 4600000 |
| ALIGN DATA PROCESSING | | | | | | |
| BASE BUDGET APPROPRIATIONS WITH | | | | | | |
| ACTUAL EXPENDITURES | | | | | | 4603050 |
| DATA PROCESSING SERVICES | | | | | | 210000 |
| STATE TECHNOLOGY OFFICE | | | | | | 210018 |
| OPERATING TRUST FUND -STATE | | 55,000 | | | 55,000 | 2510 1 |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

Issue Summary: This technical clean-up issue would align Data Processing costs.

Problem and Solution Statement: The Domain support, Desktop support, and Applications Management support were transferred to DMS Administration Program from the Southwood Shared Resource Center in Budget Amendment EOG # B0209 during Fiscal Year 2008-09. In reviewing the annualized costs, based on the January 2009 invoice, there are shortages in the Administration Program as well as in the Motor Vehicles and Watercraft Management Program. In order to properly pay for these services, we are requesting a budget transfer from Purchasing Oversight to Administration and from Telecommunications Services to Motor Vehicles and Watercraft Management. These transfers will have a net zero effect on the Department's budget.

Fiscal Information: This issue requests an increased appropriation of \$55,000 in Motor Vehicles and Watercraft Management's Operating Trust Fund. See corresponding reduction issue 460305 in Budget Entity 72900100, Telecommunications Services.

This issue impacts the "Operate and Maintain Equipment Management Information System (EMIS)" activity.

Operating Trust Fund (2510)
 Data Processing - STO (210018) 55,000 FSI=1
 =====

SUMMARY: This is a new issue.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|-------------------------------------|-------------|-------------|-------------|-------------|-------------|---------------|
| | | | | | AGY AMD REQ | |
| | | | | | FY 2009-10 | |
| | | | | | OVER(UNDER) | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | 72600000 |
| PURCHASING OVERSIGHT | | | | | | 72600400 |
| PUBLIC PROTECTION | | | | | | 12 |
| ADULT PRISONS | | | | | | 1206.00.00.00 |
| INTRA-AGENCY REORGANIZATIONS | | | | | | 1800000 |
| SOUTHWOOD SHARED RESOURCE CENTER | | | | | | |
| NON-ENTERPRISE TRANSFER TO DMS - | | | | | | |
| INCREASE IN ADMINISTRATIVE | | | | | | |
| ASSESSMENT FEES FOR GENERAL REVENUE | | | | | | 1800200 |
| SPECIAL CATEGORIES | | | | | | 100000 |
| ADMINISTRATIVE OVERHEAD | | | | | | 105002 |
| GENERAL REVENUE FUND | -STATE | 30,010 | 75,976 | | 45,966 | 1000 1 |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

Issue Summary: The Administrative Assessment increased due to the adoption of Senate Bill 1892. The Southwood Shared Resource Center (SSRC) was created as a separate entity and identified as the first primary data center for the state, effective July 1, 2008. When the SSRC was established, there was recognition that several of the services in the SRCC within the Working Capital Trust Fund only support the Department of Management Services (DMS). These services have been identified as non-enterprise in nature. These services include: Application Management (Development, Maintenance, and Support), Desktop Support Service, and Domain Support Service (LAN, Local Printer, and Shared Files). These services and the resources were transferred from SSRC to DMS Administration on Budget Amendment DMS 0809 16-720000, EOG #B0209, which in turn caused the Administrative Assessment to increase. However a decrease should be recognized in Data Processing STO.

Problem and Solution Statement: In order to continue receiving Desktop, Domain and Application Management services, Special Categories: Administrative Overhead will need to be increased. However, an offsetting issue will decrease Data Processing STO for the same amount.

Fiscal Information: This issue requests to increase Special Categories: Administrative Overhead by \$30,010. See corresponding issue 1800210 for decrease in Data Processing STO.

This issue impacts the "Contract for the Construction, Operation, and Oversight of Private Prisons" activity.

General Revenue (1000)

Special Categories: Administrative Overhead (105002)

30,010 FSI=1

=====

AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

Issue Summary: The Administrative Assessment increased due to the adoption of Senate Bill 1892. The Southwood Shared Resource Center (SSRC) was created as a separate entity and identified as the first primary data center for the state,

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|-------------------------------------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|----------------------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | | | | | 72600000 |
| PURCHASING OVERSIGHT | | | | | | | | | | 72600400 |
| PUBLIC PROTECTION | | | | | | | | | | 12 |
| ADULT PRISONS | | | | | | | | | | <u>1206.00.00.00</u> |
| INTRA-AGENCY REORGANIZATIONS | | | | | | | | | | 1800000 |
| SOUTHWOOD SHARED RESOURCE CENTER | | | | | | | | | | |
| NON-ENTERPRISE TRANSFER TO DMS - | | | | | | | | | | |
| INCREASE IN ADMINISTRATIVE | | | | | | | | | | |
| ASSESSMENT FEES FOR GENERAL REVENUE | | | | | | | | | | 1800200 |

effective July 1, 2008. When the SSRC was established, there was recognition that several of the services in the SRCC within the Working Capital Trust Fund only support the Department of Management Services (DMS). These services have been identified as non-enterprise in nature. These services include: Application Management (Development, Maintenance, and Support), Desktop Support Service, and Domain Support Service (LAN, Local Printer, and Shared Files). These services and the resources were transferred from SSRC to DMS Administration on Budget Amendment DMS 0809 16-720000, EOG #B0209, which in turn caused the Administrative Assessment to increase. However a decrease should be recognized in Data Processing STO, but due to Special Session reductions in this category, the decrease will be recognized in Expenses and Special Categories: Contracted Legal Services.

Problem and Solution Statement: In order to continue receiving Desktop, Domain and Application Management services, Special Categories: Administrative Overhead will need to be increased. However, an offsetting issue will decrease Expenses and Special Categories: Contracted Legal Services for the same amount. There was already a deficit Data Processing - STO and 5% transfers were being made to cover the need. This issue requests an additional \$46,966 to cover the existing deficit, bringing this request to \$75,976.

Fiscal Information: This issue requests to increase Special Categories: Administrative Overhead by \$75,976. See corresponding issue 1800210 for decrease in Expenses and Special Categories: Contracted Legal Services.

This issue impacts the "Contract for the Construction, Operation, and Oversight of Private Prisons" activity.

General Revenue (1000)
 Special Categories: Administrative Overhead (105002) 75,976 FSI=1
 =====

SUMMARY: An additional recurring appropriation of \$45,966 is requested. The offsetting issue will request from Expenses and Special Categories: Contracted Legal Services instead of Data Processing STO.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|---|---------------------------|---------------------------|---------------------------|---------------------------|---|---------------|
| | AGY FIN REQ FY 2009-10 | AGY AMD REQ FY 2009-10 | AGY AMD N/R FY 2009-10 | AGY AMD ANZ FY 2009-10 | AGY AMD REQ FY 2009-10 OVER(UNDER) AGY FIN REQ FY 2009-10 | CODES |
| | POS AMOUNT | POS AMOUNT | POS AMOUNT | POS AMOUNT | POS AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | 72600000 |
| PURCHASING OVERSIGHT | | | | | | 72600400 |
| PUBLIC PROTECTION | | | | | | 12 |
| ADULT PRISONS | | | | | | 1206.00.00.00 |
| INTRA-AGENCY REORGANIZATIONS | | | | | | 1800000 |
| SOUTHWOOD SHARED RESOURCE CENTER - | | | | | | |
| NON-ENTERPRISE TRANSFER TO DMS - | | | | | | |
| GENERAL REVENUE - DELETE | | | | | | 1800210 |
| EXPENSES | | | | | | 040000 |
| GENERAL REVENUE FUND -STATE | | 28,050- | | | 28,050- | 1000 1 |
| ===== | | | | | | |
| SPECIAL CATEGORIES | | | | | | 100000 |
| CONTRACTED LEGAL SERVICES | | | | | | 103884 |
| GENERAL REVENUE FUND -STATE | | 47,926- | | | 47,926- | 1000 1 |
| ===== | | | | | | |
| DATA PROCESSING SERVICES | | | | | | 210000 |
| STATE TECHNOLOGY OFFICE | | | | | | 210018 |
| GENERAL REVENUE FUND -STATE | 30,010- | | | | 30,010 | 1000 1 |
| ===== | | | | | | |
| TOTAL: SOUTHWOOD SHARED RESOURCE CENTER - | | | | | | 1800210 |
| NON-ENTERPRISE TRANSFER TO DMS - | | | | | | |
| GENERAL REVENUE - DELETE | | | | | | |
| TOTAL ISSUE..... | 30,010- | 75,976- | | | 45,966- | |
| ===== | | | | | | |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 Issue Summary: The Southwood Shared Resource Center (SSRC) was created as a separate entity and identified as the first primary data center for the state, effective July 1, 2008. When the SSRC was established, there was recognition that several of the services in the SRCC within the Working Capital Trust Fund only support the Department of Management Services (DMS). These services have been identified as non-enterprise in nature. These services include: Application Management (Development, Maintenance, and Support), Desktop Support Service, and Domain Support Service (LAN, Local Printer, and Shared Files). These services and the resources were transferred from SSRC to DMS Administration on Budget Amendment DMS 0809 16-720000, EOG #B0209, which in turn caused the Administrative Assessment to increase. However a decrease should be recognized in Data Processing STO.

Problem and Solution Statement: In order to continue receiving Desktop, Domain and Application Management services, Special Categories: Administrative Overhead will need to be increased. However, an offsetting issue will decrease Data

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|------------------------------------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|----------------------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | | | | | 72600000 |
| <u>PURCHASING OVERSIGHT</u> | | | | | | | | | | 72600400 |
| <u>PUBLIC PROTECTION</u> | | | | | | | | | | 12 |
| <u>ADULT PRISONS</u> | | | | | | | | | | <u>1206.00.00.00</u> |
| INTRA-AGENCY REORGANIZATIONS | | | | | | | | | | 1800000 |
| SOUTHWOOD SHARED RESOURCE CENTER - | | | | | | | | | | |
| NON-ENTERPRISE TRANSFER TO DMS - | | | | | | | | | | |
| GENERAL REVENUE - DELETE | | | | | | | | | | 1800210 |

Processing STO for the same amount.

Fiscal Information: This issue requests to decrease Data Processing STO by \$30,010. See corresponding issue 1800200 for increase in Special Categories: Administrative Overhead.

This issue impacts the "Contract for the Construction, Operation, and Oversight of Private Prisons" activity.

General Revenue (1000)
 Data Processing STO (210018)

(30,010) FSI=1
 =====

AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

Issue Summary: The Southwood Shared Resource Center (SSRC) was created as a separate entity and identified as the first primary data center for the state, effective July 1, 2008. When the SSRC was established, there was recognition that several of the services in the SRCC within the Working Capital Trust Fund only support the Department of Management Services (DMS). These services have been identified as non-enterprise in nature. These services include: Application Management (Development, Maintenance, and Support), Desktop Support Service, and Domain Support Service (LAN, Local Printer, and Shared Files). These services and the resources were transferred from SSRC to DMS Administration on Budget Amendment DMS 0809 16-720000, EOG #B0209, which in turn caused the Administrative Assessment to increase. However a decrease should be recognized in Data Processing STO, but due to Special Session reductions in this category, the decrease will be recognized in Expenses and Special Categories: Contracted Legal Services.

Problem and Solution Statement: In order to continue receiving Desktop, Domain and Application Management services, Special Categories: Administrative Overhead will need to be increased. However, an offsetting issue will decrease Expenses and Special Categories: Contracted Legal Services for the same amount. There was already a deficit in the Special Categories: Administrative Overhead appropriation and 5% transfers were being made to cover the need. This issue requests an additional \$46,966 reduction to cover the existing deficit, bringing this request to a total offsetting reduction of \$75,976.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|------------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | 72600000 |
| PURCHASING OVERSIGHT | | | | | | 72600400 |
| PUBLIC PROTECTION | | | | | | 12 |
| ADULT PRISONS | | | | | | <u>1206.00.00.00</u> |
| INTRA-AGENCY REORGANIZATIONS | | | | | | 1800000 |
| SOUTHWOOD SHARED RESOURCE CENTER - | | | | | | |
| NON-ENTERPRISE TRANSFER TO DMS - | | | | | | |
| GENERAL REVENUE - DELETE | | | | | | 1800210 |

Fiscal Information: This issue requests to decrease Expenses and Special Categories: Contracted Legal Services by \$75,976. See corresponding issue 1800200 for increase in Special Categories: Administrative Overhead.

This issue impacts the "Contract for the Construction, Operation, and Oversight of Private Prisons" activity.

| | |
|--|----------------|
| General Revenue (1000) | |
| Expenses (040000) | (28,050) |
| Special Categories: Contracted Legal Services (103884) | (47,926) |
| | ----- |
| Total Issue | (75,976) FSI=1 |
| | ===== |

SUMMARY: An additional reduction of \$45,966 is requested as offset to Issue 1800200. The offsetting issue will request from Expenses and Special Categories: Contracted Legal Services instead of Data Processing STO.

| | | | | | | |
|---------------------------------|--------|--------|--|---------|---------|---------|
| WORKLOAD | | | | | | 3000000 |
| PRIVATE PRISON MONITORING - | | | | | | |
| STAFFING FOR NEW WORK CAMPS AND | | | | | | |
| CORRECTIONAL FACILITY | | | | | | 3000810 |
| SALARIES AND BENEFITS | | | | | | 010000 |
| | 3.00 | | | 3.00 | 3.00- | |
| GENERAL REVENUE FUND | -STATE | 36,936 | | 110,809 | 36,936- | 1000 1 |
| | | ===== | | ===== | ===== | |
| EXPENSES | | | | | | 040000 |
| GENERAL REVENUE FUND | -STATE | 15,261 | | | 15,261- | 1000 1 |
| | | ===== | | ===== | ===== | |

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---|---------------|
| | AGY FIN REQ FY 2009-10 | AGY AMD REQ FY 2009-10 | AGY AMD N/R FY 2009-10 | AGY AMD ANZ FY 2009-10 | AGY AMD REQ FY 2009-10 OVER(UNDER) AGY FIN REQ FY 2009-10 | CODES |
| | POS AMOUNT | POS AMOUNT | POS AMOUNT | POS AMOUNT | POS AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | 72600000 |
| PURCHASING OVERSIGHT | | | | | | 72600400 |
| PUBLIC PROTECTION | | | | | | 12 |
| ADULT PRISONS | | | | | | 1206.00.00.00 |
| WORKLOAD | | | | | | 3000000 |
| PRIVATE PRISON MONITORING - | | | | | | |
| STAFFING FOR NEW WORK CAMPS AND | | | | | | |
| CORRECTIONAL FACILITY | | | | | | 3000810 |
| OPERATING CAPITAL OUTLAY | | | | | | 060000 |
| GENERAL REVENUE FUND -STATE | 3,000 | | | | 3,000- | 1000 1 |
| SPECIAL CATEGORIES | | | | | | 100000 |
| TR/DMS/HR SVCS/STW CONTRCT | | | | | | 107040 |
| GENERAL REVENUE FUND -STATE | 1,203 | | | | 1,203- | 1000 1 |
| TOTAL: PRIVATE PRISON MONITORING - | | | | | | 3000810 |
| STAFFING FOR NEW WORK CAMPS AND | | | | | | |
| CORRECTIONAL FACILITY | | | | | | |
| TOTAL POSITIONS..... | 3.00 | | | 3.00 | 3.00- | |
| TOTAL ISSUE..... | 56,400 | | | 110,809 | 56,400- | |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

ISSUE SUMMARY: Purchasing Oversight/Private Prison Monitoring (PPM) requests three additional positions and \$56,400, for the additional administrative and contract management workload resulting from a new 2,000-bed correctional facility that was legislatively mandated in the 2008 session. The new facility will house medium and close custody adult male inmates and is mandated to have beds on-line by July 1, 2010. This issue requests \$56,400 in General Revenue appropriations prorated for 3 months of Fiscal Year 2009-10 and \$169,049 annualized for Fiscal Year 2010-11.

PROBLEM STATEMENT: PPM currently has fifteen positions. Seven of the positions are located in the Tallahassee office. The Tallahassee positions are currently responsible for the daily office operations, review of reports submitted by field staff, review and timely processing of invoices submitted from vendors in accordance with contractual terms, approval of facility policies and procedures, process inmate grievances, review of criminal history results from fingerprint submissions of the vendor's staff, reports to the Legislature, timely completion of Legislative mandated expansion project at the Graceville Correctional Facility and the timely completion of the new Legislative mandated 2,000 bed correctional facility. Six of the positions are located in the field. The field staff is responsible for on-site contract compliance monitoring. The field positions must monitor every aspect of facility operation for compliance with Florida Statute, Florida Administrative Code, facility operations and management contract and all other applicable rules. Two additional positions were authorized in the Fiscal Year 2008-09 for work release centers; a contract was not awarded

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|---------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | | | | | AGY AMD REQ | |
| | | | | | FY 2009-10 | |
| | | | | | OVER(UNDER) | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | 72600000 |
| PURCHASING OVERSIGHT | | | | | | 72600400 |
| PUBLIC PROTECTION | | | | | | 12 |
| ADULT PRISONS | | | | | | <u>1206.00.00.00</u> |
| WORKLOAD | | | | | | 3000000 |
| PRIVATE PRISON MONITORING - | | | | | | |
| STAFFING FOR NEW WORK CAMPS AND | | | | | | |
| CORRECTIONAL FACILITY | | | | | | 3000810 |

and placed in reserve; therefore, PPM would like to utilize the two positions for on-site contract monitoring of the new 2,000 bed correctional facility.

PPM is now required to manage the new 2,000 bed correctional facility's operation and management contract. The new correctional facility will increase the workload in the Tallahassee office. Based upon the increased workload, PPM requests one administrative assistant I position to process criminal history screenings of vendor's staff, one administrative assistant II position to process invoices, facility policy and procedure reviews, and one management review specialist position to supervise the on-site contract monitors assigned to the new facility, review reports submitted from field staff, and process inmate grievances. The candidate selected for the management review specialist position will be required to have three five years of experience in corrections and/or contract management.

FISCAL INFORMATION: The additional positions' salary, benefits, travel, training expenses, and HR Statewide Contract costs are as follows:

| Position Title | Class Code | FTE | Annual Rate | 3 Months Budget | 12 Months Budget |
|------------------------------|------------|-----|-------------|-----------------|------------------|
| Administrative Assistant I | 0709 | 1.0 | 24,584 | 9,330 | 37,319 |
| Administrative Assistant II | 0712 | 1.0 | 28,314 | 10,427 | 41,710 |
| Management Review Specialist | 2239 | 1.0 | 50,000 | 17,179 | 68,717 |
| | | | 102,898 | 36,936 | 147,746 |

This issue impacts the "Contract for the Construction, Operation and Oversight of Private Prisons" activity.

| | | 3 Months | 12 Months | |
|--|---------|----------|-----------|-------|
| | | 2009-10 | 2010-11 | |
| General Revenue (1000) | | | | |
| Rate 3.0 FTE | 102,898 | | | |
| Salaries and Benefits (010000) | | 36,936 | 147,746 | |
| Expenses (040000) | | 5,025 | 20,100 | |
| Expenses (040000) (Non-recurring) | | 10,236 | | |
| Operating Capital Outlay (060000) (Non-recurring) | | 3,000 | | |
| Special Categories: HR Statewide Contract (107040) | | 1,203 | 1,203 | |
| Recurring Total | | 43,164 | 169,049 | FSI=1 |

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---------------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|---------------------------|----------------------|
| AGY FIN REQ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | AGY AMD N/R FY 2009-10 | POS | AGY AMD ANZ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | AGY FIN REQ FY 2009-10 | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | | | | | 72600000 |
| PURCHASING OVERSIGHT | | | | | | | | | | 72600400 |
| PUBLIC PROTECTION | | | | | | | | | | 12 |
| ADULT PRISONS | | | | | | | | | | <u>1206.00.00.00</u> |
| WORKLOAD | | | | | | | | | | 3000000 |
| PRIVATE PRISON MONITORING - | | | | | | | | | | |
| STAFFING FOR NEW WORK CAMPS AND | | | | | | | | | | |
| CORRECTIONAL FACILITY | | | | | | | | | | 3000810 |

POSITION DETAIL OF SALARIES AND BENEFITS:

| FTE | BASE RATE | ADDITIVES | BENEFITS | SUBTOTAL | LAPSE % | LAPSED SALARIES AND BENEFITS |
|------------------------------|-----------|-----------|----------|----------|---------|------------------------------|
| A12 - AGY FIN REQ FY 2009-10 | | | | | | |
| NEW POSITIONS | | | | | | |
| N0006 001 | 1.00 | 50,000 | 18,717 | 68,717 | 75.00 | 17,179 |
| TOTALS FOR ISSUE BY FUND | | | | | | |
| 1000 GENERAL REVENUE FUND | | | | | | |
| 3.00 | 102,898 | | 44,848 | 147,746 | | 36,936 |

A16 - AGY AMD ANZ FY 2009-10

| | | | | | | |
|---|------|--------|--------|--------|-------|--------|
| NEW POSITIONS | | | | | | |
| 0709 ADMINISTRATIVE ASSISTANT I | | | | | | |
| N0004 001 | 1.00 | 24,584 | 12,735 | 37,319 | 25.00 | 27,989 |
| 0712 ADMINISTRATIVE ASSISTANT II | | | | | | |
| N0005 001 | 1.00 | 28,314 | 13,396 | 41,710 | 25.00 | 31,282 |
| 2239 MANAGEMENT REVIEW SPECIALIST - SES | | | | | | |
| N0006 001 | 1.00 | 50,000 | 18,717 | 68,717 | 25.00 | 51,538 |

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|---------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | | | | | | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | 72600000 |
| PURCHASING OVERSIGHT | | | | | | 72600400 |
| PUBLIC PROTECTION | | | | | | 12 |
| ADULT PRISONS | | | | | | <u>1206.00.00.00</u> |
| WORKLOAD | | | | | | 3000000 |
| PRIVATE PRISON MONITORING - | | | | | | |
| STAFFING FOR NEW WORK CAMPS AND | | | | | | |
| CORRECTIONAL FACILITY | | | | | | 3000810 |

POSITION DETAIL OF SALARIES AND BENEFITS:

| | FTE | BASE RATE | ADDITIVES | BENEFITS | SUBTOTAL | LAPSE % | LAPSED SALARIES AND BENEFITS |
|------------------------------|------|-----------|-----------|----------|----------|---------|------------------------------|
| A16 - AGY AMD ANZ FY 2009-10 | | | | | | | |
| NEW POSITIONS | | | | | | | |
| TOTALS FOR ISSUE BY FUND | | | | | | | |
| 1000 GENERAL REVENUE FUND | | | | | | | 110,809 |
| | 3.00 | 102,898 | | 44,848 | 147,746 | | 110,809 |

| | | | | | | | |
|---------------------------|------|--------|--|------|---------|-------|----------------------|
| TOTAL: ADULT PRISONS | | | | | | | <u>1206.00.00.00</u> |
| BY FUND TYPE | | | | | | | |
| GENERAL REVENUE FUND..... | 3.00 | 56,400 | | 3.00 | 110,809 | 3.00- | 56,400- 1000 |

=====

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|---------------------------------|-------------|-------------|-------------|-------------|-------------|---------------|
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | 72600000 |
| PURCHASING OVERSIGHT | | | | | | 72600400 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | 1601.00.00.00 |
| TECHNICAL ADJUSTMENTS | | | | | | 4600000 |
| ALIGN DATA PROCESSING | | | | | | |
| BASE BUDGET APPROPRIATIONS WITH | | | | | | |
| ACTUAL EXPENDITURES | | | | | | 4603050 |
| DATA PROCESSING SERVICES | | | | | | 210000 |
| STATE TECHNOLOGY OFFICE | | | | | | 210018 |
| OPERATING TRUST FUND -STATE | | 145,000- | | | 145,000- | 2510 1 |

AGENCY ISSUE NARRATIVE:
 2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

Issue Summary: This technical clean-up issue would align Data Processing costs.

Problem and Solution Statement: The Domain support, Desktop support, and Applications Management support were transferred to DMS Administration Program from the Southwood Shared Resource Center in Budget Amendment EOG # B0209 during Fiscal Year 2008-09. In reviewing the annualized costs, based on the January 2009 invoice, there are shortages in the Administration Program as well as in the Motor Vehicles and Watercraft Management Program. In order to properly pay for these services, we are requesting a budget transfer from Purchasing Oversight to Administration and from Telecommunications Services to Motor Vehicles and Watercraft Management. These transfers will have a net zero effect on the Department's budget.

Fiscal Information: This issue requests a decreased appropriation of \$145,000 in Purchasing Oversight's Operating Trust Fund. See corresponding request for increase issue 460305 in Budget Entity 72010100, Administration Program.

This issue impacts the "Establish & Administer State Term (Master) Contracts & Negotiated Agreements" activity.

Operating Trust Fund (2510)
 Data Processing - STO (210018) (145,000) FSI=1
 =====

SUMMARY: This is a new issue.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|-----------------------------|-------------|-------------|-------------|-------------|-------------|----------|
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: SUPPORT PROGRAM | | | | | | 72600000 |
| PURCHASING OVERSIGHT | | | | | | 72600400 |
| TOTAL: PURCHASING OVERSIGHT | | | | | | 72600400 |
| BY FUND TYPE | | | | | | |
| GENERAL REVENUE FUND | 56,400 | | | 110,809 | 56,400- | 1000 |
| TRUST FUNDS | | 145,000- | | | 145,000- | 2000 |
| TOTAL POSITIONS..... | 3.00 | | | 3.00 | 3.00- | |
| TOTAL BUREAU..... | 56,400 | 145,000- | | 110,809 | 201,400- | |
| | ===== | ===== | ===== | ===== | ===== | |

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|------------------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|---------------------------|----------------------|
| AGY FIN REQ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | AGY AMD N/R FY 2009-10 | POS | AGY AMD ANZ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | AGY FIN REQ FY 2009-10 | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| WORKFORCE PROGRAMS | | | | | | | | | | 72750000 |
| PGM: HUMAN RESOURCE MGT | | | | | | | | | | 72750100 |
| GOV OPERATIONS/SUPPORT | | | | | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | | | | | <u>1601.00.00.00</u> |
| INTRA-AGENCY REORGANIZATIONS | | | | | | | | | | 1800000 |
| SOUTHWOOD SHARED RESOURCE CENTER - | | | | | | | | | | |
| NON-ENTERPRISE TRANSFER TO DMS - | | | | | | | | | | |
| GENERAL REVENUE - DELETE | | | | | | | | | | 1800210 |

Problem and Solution Statement: In order to continue receiving Desktop, Domain and Application Management services, Special Categories: Administrative Overhead will need to be increased. However, an offsetting issue will decrease Data Processing STO for the same amount.

Fiscal Information: This issue requests to decrease Data Processing STO by \$10,139. See corresponding issue 1800200 for increase in Special Categories: Administrative Overhead.

This issue impacts the "Provide a Statewide System of Disability Services and Resource Information to Citizens" and "Provide Americans with Disabilities Act (ADA) Compliance Recommendations, Training, and Public Awareness" activities.

General Revenue (1000)
 Data Processing STO (210018) (10,139) FSI=1
 =====

AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

ISSUE SUMMARY: The Department is withdrawing this issue.

SUMMARY: This issue is withdrawn.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| WORKFORCE PROGRAMS | | | | | | 72750000 |
| PGM: HUMAN RESOURCE MGT | | | | | | 72750100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | <u>1601.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | 4000000 |
| DEVELOP A FLORIDA STATE EMPLOYEE | | | | | | |
| CHARITABLE CAMPAIGN ON-LINE | | | | | | |
| APPLICATION DATABASE | | | | | | 40001C0 |

This cost represents an investment in the long term viability of DMS to effectively and efficiently administer an increasingly complex campaign that generates close to \$5 million a year. (On-going maintenance costs, which are also reimbursable from the campaign as per statute, are anticipated to be \$1,260 per year). The FSECC State Steering Committee and the Fiscal Agent both support this project.

This issue requests a non-recurring increase in budget authority in the State Personnel System Trust Fund to allow DMS to use \$50,000 revenue collected from the fiscal agent.

This issue impacts the "Provide Human Resource Management Expertise/Consulting" activity.

State Personnel System Trust Fund (2678)

Special Categories: State Employee's Charitable Campaign (107777)NR 50,000 FSI=1
 =====

SUMMARY: This is a new issue.

| | | | | | | |
|--------------------------------|-------|--------|--------|-------|--------|----------------------|
| TOTAL: GOVERNMENTAL OPERATIONS | | | | | | <u>1601.00.00.00</u> |
| BY FUND TYPE | | | | | | |
| TRUST FUNDS..... | | 50,000 | 50,000 | | 50,000 | 2000 |
| | ===== | ===== | ===== | ===== | ===== | |

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|-----------------------------------|-------------|-------------|-------------|-------------|-------------|---------------|
| | | | | | AGY AMD REQ | |
| | | | | | FY 2009-10 | |
| | | | | | OVER(UNDER) | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| WORKFORCE PROGRAMS | | | | | | 72750000 |
| PGM: INS BENEFITS ADMIN | | | | | | 72750200 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | 1601.00.00.00 |
| STATE FUNDING REDUCTIONS | | | | | | 3300000 |
| DECREASE EXCESS BUDGET AUTHORITY | | | | | | |
| IN THE ADMINISTRATIVE SERVICES | | | | | | |
| ONLY (ASO) SPECIAL CATEGORY | | | | | | 3300700 |
| SPECIAL CATEGORIES | | | | | | 100000 |
| ASO CONTRACT/HEALTH INS | | | | | | 101520 |
| STATE EMPLOY HEALTH INS TF -STATE | | 1,900,000- | | | 1,900,000- | 2668 1 |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? NO
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

ISSUE SUMMARY: The Division of State Group Insurance (DSGI) program entered into a four-year Administrative Services Contract with a servicing agent (Blue Cross Blue Shield of Florida (BCBSFL)) in order to obtain third-party administrative services, access to a preferred provider network, claims adjudication/reporting, customer service, benefit and utilization management, and other services for the self-insured health plan and its participants. The contract was awarded effective January 1, 2007 through December 31, 2010, with an option to renew. As a result of renewal negotiations, the contract was extended through December 31, 2014 and savings were created in the amount of \$1,900,000 from a decrease in the Administrative Services Organization (ASO) Fees. Therefore, there is an excess in budget authority in the Administrative Services Only Contract for Health Insurance category. Administrative fee per subscriber was negotiated at \$17.50 (from \$19.50) for Plan Years 2009 and 2010. This issue offers a reduction of \$1,900,000 in budget authority in the Administrative Services Only Contract for Health Insurance category.

PROBLEM STATEMENT: Excess budget authority is available in the Administrative Services Only Contract for Health Insurance category due to a contract renegotiation. The budget authority in the Administrative Services Only Contract for Health Insurance category can be reduced by \$1,900,000, from \$22,500,000 to \$20,600,000, due to cost savings that will be realized starting Plan Year 2009. This reduction is requested to better align budget authority with the expenditure forecast per current enrollment projections. Therefore, this issue offers a reduction in excess budget authority in the amount of \$1,900,000 in the Administrative Services Only Contract for Health Insurance category in the State Employees' Health Insurance Trust Fund.

FISCAL INFORMATION: Due to the renegotiation of the Administrative Services Contract with BCBSFL, the DSGI program will realize significant savings in administrative cost. The program requires \$20,600,000 in budget authority to ensure that adequate budget is available for the program to meet its contractual obligations with the servicing agent for FY 2009-2010. However, the DSGI has a current appropriation of \$22,500,000 for Fiscal Year 2008-2009; therefore, the program can offer a reduction of \$1,900,000 in budget authority.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|------------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | | | | | AGY AMD REQ | |
| | | | | | FY 2009-10 | |
| | | | | | OVER(UNDER) | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| WORKFORCE PROGRAMS | | | | | | 72750000 |
| PGM: INS BENEFITS ADMIN | | | | | | 72750200 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | <u>1601.00.00.00</u> |
| FUNDING DEFICIENCIES TO MEET | | | | | | |
| CURRENT LEVEL PROGRAM REQUIREMENTS | | | | | | 4100000 |
| DIVISION OF STATE GROUP INSURANCE- | | | | | | |
| ADDITIONAL BUDGET REQUIRED TO | | | | | | |
| FUND BANK CHARGES | | | | | | 4100120 |

Group Health Self-Insurance Trust Fund, but provides transparency of operations.

PROBLEM AND SOLUTION STATEMENT: Currently, the DSGI is paying for contracted bank services by netting monthly contracted bank fees against monthly interest earned in such account. The DSGI is responsible for the program management, administration and procurement of the health insurance benefits offered to Legislative and Executive Branches, state and university employees, retirees and COBRA participants, surviving spouses and dependents, and other entities. The Program offers four managed care health plans: (1) the State Employees' Standard Preferred Provider Organization (PPO) plan, (2) a Health Investor PPO plan, (3) a Standard Health Maintenance Organization (HMO) plan, and (4) a Health Investor HMO plan. The bank account associated contains public funds and therefore, the contracted Financial Institution conforms and comply, at a minimum, with the provisions of Chapter 280, Florida Statutes. The Department is authorized by Sections 18.101 and 18.10(1) and (6), Florida Statutes, to establish and close bank accounts and to determine the types of actions, both debit and credit, to be transacted. Section 215.85(4), Florida Statutes, further authorizes the Department to initiate the electronic transfer of funds for direct deposit and to determine the types of actions both debit and credit, to be transacted. The establishment of \$110,580 in budget authority and the establishment of a category to pay the monthly contracted bank fees will eliminate the netting process of the monthly contracted bank fees against interest earnings and will result in increased trust fund receipts of actual interest earned; thus, providing full transparency of trust fund revenues and expenses.

FISCAL INFORMATION: This issue requests recurring budget authority of \$110,580 in Special Categories: Contracted Bank Services to pay the monthly contracted bank fees associated with the contracted bank services for the State Employees' Health Insurance Trust Fund.

This issue impacts the "Administer the Health Insurance Program" activity.

| | | |
|---|---------|-------|
| State Employees' Health Insurance Trust Fund (2668) | | |
| Special Categories: Contracted Bank Services (105032) | 110,580 | |
| | ----- | |
| Total Issue | 110,580 | FSI=1 |
| | ===== | |

SUMMARY: This is a new issue.

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|--------------------------------|-----|---------------------------|------------|---------------------------|-----|---------------------------|-----|--|---------------------------|----------------------|
| AGY FIN REQ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | AGY AMD N/R FY 2009-10 | POS | AGY AMD ANZ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 OVER(UNDER) | AGY FIN REQ FY 2009-10 | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| WORKFORCE PROGRAMS | | | | | | | | | | 72750000 |
| <u>PGM: INS BENEFITS ADMIN</u> | | | | | | | | | | 72750200 |
| <u>GOV OPERATIONS/SUPPORT</u> | | | | | | | | | | 16 |
| <u>GOVERNMENTAL OPERATIONS</u> | | | | | | | | | | <u>1601.00.00.00</u> |
| TOTAL: GOVERNMENTAL OPERATIONS | | | | | | | | | | <u>1601.00.00.00</u> |
| BY FUND TYPE | | | | | | | | | | |
| TRUST FUNDS..... | | | 1,789,420- | | | | | | 1,789,420- | 2000 |

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|------------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | | | | | | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| WORKFORCE PROGRAMS | | | | | | 72750000 |
| PGM: RETIRE BENEFITS ADMIN | | | | | | 72750300 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | <u>1601.00.00.00</u> |
| FUNDING FOR NON-RECURRING PROJECTS | | | | | | 4400000 |
| ACTUARIAL DATABASE IMPROVEMENTS | | | | | | 4400160 |
| SPECIAL CATEGORIES | | | | | | 100000 |
| CONTRACTED SERVICES | | | | | | 100777 |
| POL/FIREMEN PREMIUM TAX TF-STATE | 200,000 | | | | | 200,000- 2532 1 |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE SUMMARY: The Division of Retirement requests a one-time expenditure to implement upgrades and improvements to the Bureau of Local Retirement Systems actuarial database. This database (Microsoft Access) is used to capture actuarial data on all Florida's local government pension plans for the annual report to the Florida Legislature.

PROBLEM STATEMENT: The process of gathering and entering data is entirely manual and the data is not integrated with the review process performed by the state's actuaries. The Division would like to re-engineer the workflow of this program area to:

- standardize reporting format for electronic data submission to expedite data entry and ensure accuracy.
- incorporate the database into the review process to assist with actuarial reviews.
- integrate the database into our procedures for monitoring the status of each plan's review throughout the triennial review cycle. This information is currently maintained on a separate Excel spreadsheet that does not interface with the database at all.
- more features may be suggested as the process is explored.

FISCAL INFORMATION: This issue request \$200,000 non-recurring trust fund authority to implement upgrades and improvements to the Bureau of Local Retirement Systems actuarial database.

This issue impacts the "Provide Local Pension Plan Oversight" activity.

Police & Firefighters Premium Tax Trust Fund (2532)
 Special Categories: Contracted Services (100777) (Non-recurring) 200,000 FSI=1
 =====

AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

ISSUE SUMMARY: The Department is withdrawing this issue.

SUMMARY: This issue is withdrawn.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | 72900000 |
| TELECOMMUNICATIONS SVCS | | | | | | 72900100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| INFORMATION TECHNOLOGY | | | | | | <u>1603.00.00.00</u> |
| TECHNICAL ADJUSTMENTS | | | | | | 4600000 |
| ALIGN DATA PROCESSING | | | | | | |
| BASE BUDGET APPROPRIATIONS WITH | | | | | | |
| ACTUAL EXPENDITURES | | | | | | 4603050 |
| DATA PROCESSING SERVICES | | | | | | 210000 |
| STATE TECHNOLOGY OFFICE | | | | | | 210018 |
| COMMUNICATIONS WKG CAP TF -STATE | | 55,000- | | | 55,000- | 2105 1 |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

Issue Summary: This technical clean-up issue would align Data Processing costs.

Problem and Solution Statement: The Domain support, Desktop support, and Applications Management support were transferred to DMS Administration Program from the Southwood Shared Resource Center in Budget Amendment EOG # B0209 during Fiscal Year 2008-09. In reviewing the annualized costs, based on the January 2009 invoice, there are shortages in the Administration Program as well as in the Motor Vehicles and Watercraft Management Program. In order to properly pay for these services, we are requesting a budget transfer from Purchasing Oversight to Administration and from Telecommunications Services to Motor Vehicles and Watercraft Management. These transfers will have a net zero effect on the Department's budget.

Fiscal Information: This issue requests a decreased appropriation of \$55,000 in Telecommunications Services' Communications Working Capital Trust Fund. See corresponding request for increase issue 460305 in Budget Entity 72600400, Purchasing Oversight.

This issue impacts the "Information Services Network Operations" activity.

Communications Working Capital Trust Fund (2105)
 Data Processing - STO (210018) (55,000) FSI=1
 =====

SUMMARY: This is a new issue.

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|----------------------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| | | | | | | | | | | 72000000 |
| | | | | | | | | | | 72900000 |
| | | | | | | | | | | 72900200 |
| | | | | | | | | | | 16 |
| | | | | | | | | | | <u>1603.00.00.00</u> |
| | | | | | | | | | | 4200000 |
| | | | | | | | | | | 4203000 |

MANAGEMENT SRVCS, DEPT OF
 PGM: TECHNOLOGY PROGRAM
 WIRELESS SERVICES
 GOV OPERATIONS/SUPPORT
 INFORMATION TECHNOLOGY
 ADVANCED TELECOMMUNICATIONS
 PUBLIC SAFETY INTEROPERABILITY
 COMMUNICATIONS GRANT (PSIC)

relieving the pressure on the 800 MHz spectrum. This will allow for additional users. Because SLERS is a component of the Florida Interoperability Network, (FIN) these aircraft will be able to communicate with any vehicle or vessel on the land or sea whose talk groups are also available through FIN. Total amount allocated for this portion of the grant agreement is \$2,670,400.

Health & Medical Interoperable Communications Initiative (HMICI): The HMICI project will interface with the existing Florida Interoperable Network (FIN) and will provide each hospital with the ability to communicate via the MyFloridaNetwork (MFN) to any other hospital or public safety agency that is currently connected to FIN. FIN was designed to be redundant and sustainable, and can function even if other means of communications (phone, two way radio) have failed. Total amount allocated for this portion of the grant agreement is \$1,370,253.

Web Based Training: The State of Florida Law Enforcement Radio System (SLERS) currently has over 7000 users in twenty-two state agencies as well as local and federal government third-party subscribers. By 2010 there will be at least an additional 1000 users among the third-party subscribers. SLERS users are in all 67 counties and are fire rescue, emergency medical services (EMS), emergency management, law enforcement or other public safety employees. Experience has shown that while users may get training when their radios are initially issued, there are gaps in refresher training and in distributing information about new features when they are added to the SLERS. Total amount allocated for this portion of the grant agreement is \$159,800.

PROBLEM AND SOLUTION STATEMENT: The Public Safety Interoperability Communications (PSIC) Grant was awarded to the State of Florida in December 2008. Funding is provided by the Department of Homeland Security through the Division of Emergency Management with all expenditures reimbursable by the federal government. The grant is matched by 25% from the Statewide Law Enforcement Radio System (SLERS) Enhancement Fund. Federal funding is available. In order to take advantage of the federal funding, the Department of Management Services, Division of Telecommunications, Wireless Services requests spending authority in the amount of \$4,200,453 to enable the division to proceed with the federally approved PSIC initiatives. If spending authority is not received, the Division would be unable to accomplish the public safety enhancements above and will be unable to take advantage of the federal funding which will reimburse the division for all approved expenditures.

FISCAL INFORMATION: Spending authority is requested in the Grants and Donations Trust Fund (2339), Domestic Security category (100851) for this purpose. The Division of Telecommunications, Wireless Services has a signed agreement with the Division of Emergency Management for the full reimbursement of the funds for the three initiatives above. If the Division is unable to obtain the spending authority in support of the Public Safety Interoperability Communications grant, we would be unable accomplish the above initiatives, leaving an already overburdened 800MHz radio system.

This issue impacts the "Technology Program Network Operations" activity.

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | |
|-------------|--------|-------------|--------|-------------|--------|-------------|--------|-------------|--------|-------|
| AGY FIN REQ | | AGY AMD REQ | | AGY AMD N/R | | AGY AMD ANZ | | AGY AMD REQ | | |
| FY 2009-10 | | FY 2009-10 | | FY 2009-10 | | FY 2009-10 | | FY 2009-10 | | |
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | CODES |

MANAGEMENT SRVCS, DEPT OF
 PGM: TECHNOLOGY PROGRAM
 WIRELESS SERVICES
 GOV OPERATIONS/SUPPORT
 INFORMATION TECHNOLOGY
 ADVANCED TELECOMMUNICATIONS
 PUBLIC SAFETY INTEROPERABILITY
 COMMUNICATIONS GRANT (PSIC)

72000000
 72900000
 72900200
 16
 1603.00.00.00
 4200000
 4203000

Grants and Donations Trust Fund (2339)
 Special Categories: Domestic Security (100851) (Non-Recurring) 4,200,543 FSI=9

SUMMARY: This is a new issue.

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| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | | | | | AGY AMD REQ | |
| | | | | | FY 2009-10 | |
| | | | | | OVER(UNDER) | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | 72900000 |
| INFORMATION SERVICES | | | | | | 72900300 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| INFORMATION TECHNOLOGY | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | 4000000 |
| REDUCE STAFF AUGMENTATION | | | | | | |
| CONTRACTORS | | | | | | 4000120 |
| SPECIAL CATEGORIES | | | | | | 100000 |
| CONTRACTED SERVICES | | | | | | 100777 |
| WORKING CAPITAL TRUST FUND-STATE | | 241,280- | | | 241,280- | 2792 1 |
| DATA PROCESSING CONTRACTS | | | | | | 105241 |
| WORKING CAPITAL TRUST FUND-STATE | | 758,826- | | | 758,826- | 2792 1 |
| TOTAL: REDUCE STAFF AUGMENTATION | | | | | | 4000120 |
| CONTRACTORS | | | | | | |
| TOTAL ISSUE..... | | 1,000,106- | | | 1,000,106- | |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

AMENDED 2009-10 NARRATIVE AFTER February 25, 2009

ISSUE SUMMARY: With the termination of Invitation to Negotiate (ITN) 6 in January 2005, in order to continue providing services the State Technology Office was required to enter into contracts with several vendors to provide staff augmentation employees. These qualified IT personnel are now overseen by Southwood Shared Resource Center (SSRC) platform managers, and the vendors employing them are paid based on an established hourly rate for each position multiplied by the number of hours worked. Although this arrangement was the only viable option when ITN 6 was terminated, over time it has become apparent that using staff augmentation contractors results in a higher cost and therefore higher prices charged to SSRC customers than if these same services were provided using existing staff augmentation personnel in state FTE positions. Therefore, this issue requests the elimination of \$1,000,106 in budget authority currently in the Special Categories: Contracted Services and Special Categories: Data Processing Contracts for Data Center appropriations, which funds 15 staff augmentation positions. See corresponding issue 4000140 requesting 15 FTE positions and \$769,231 in Salaries and Benefits to replace this staff augmentation, for a new budget authority savings of \$224,860.

PROBLEM STATEMENT: After the termination of the MyFlorida Alliance Contract (ITN 006), the programs and functions of the State Technology Office (STO) were moved back into the Department of Management Services (DMS) Technology Program and finally with the adoption of SB1892 to Southwood Shared Resource Center. The goals and objectives associated with these changes have always been to 1)reduce administrative and staffing costs where possible, 2)maintain and or improve service

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|-------------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|--------|----------------------|
| AGY FIN REQ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | AGY AMD N/R FY 2009-10 | POS | AGY AMD ANZ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | | | | | 72900000 |
| <u>INFORMATION SERVICES</u> | | | | | | | | | | 72900300 |
| <u>GOV OPERATIONS/SUPPORT</u> | | | | | | | | | | 16 |
| <u>INFORMATION TECHNOLOGY</u> | | | | | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | | | | | 4000000 |
| REDUCE STAFF AUGMENTATION | | | | | | | | | | |
| CONTRACTORS | | | | | | | | | | 4000120 |

quality, 3)maintain and or improve service value, 4)provide traceability in support of SSRC mission and vision, 5)leverage the experience of lessons learned from the MyFlorida Alliance engagement, 6)improve customer (stakeholder) confidence, and 7)enhance the image of the SSRC.

In the years since the termination of ITN 006, the DMS Technology Program worked diligently to realize the objectives listed above. The Southwood Shared Resource Center is now responsible for meeting the objectives listed above and continues to support moving the various services staff augmentation resources to FTE positions. This is a step in the right direction towards maintaining and improving service quality as well as lowering costs associated with services. Since the services SSRC provides are funded through the Working Capital Trust Fund and must be cost recovered, it is important that we continue to examine and address areas where expenses can be decreased, which in turn can lead to lower costs for our customers. One area where immediate cost savings can be realized is staff augmentation vs. FTE's.

In order to provide the highest quality services possible to the SSRC customers and to maintain the best return on investment in human capital, the most prudent course of action is to retain human resources who have the institutional knowledge of the technology, our customers, the business, and the overall IT architecture, a knowledge base which includes many of the current staff augmentation employees. Retaining an adequate number of critical staff with knowledge of the various service environments will provide the means necessary to make the SSRC a long-term success. It is critical that the current staff maintains a level of stability, which could be accomplished by transitioning 15 existing staff augmentation positions to state FTE's.

Therefore, this issue proposes in-sourcing 15 positions which are filling mission critical roles and are needed to continue maintaining acceptable customer service levels for the services provided by the Southwood Shared Resource Center. The personnel resources are listed below with the current processes they perform.

Data Center Operations Group

Essential Job Functions

These positions are the Southwood Shared Resource Center staff responsible for providing support for the following systems: facility infrastructure (comprised of 16 Separate Systems that support the robust redundant power backbone for the SRC), various platforms (Windows, Unix/Oracle, Mainframe, Network), peripheral devices, print shop and production control services. Daily activities include responding to trouble tickets, responding to problem reports and interacting with the various agencies that house equipment at the SRC. They perform daily monitoring, project planning and facility support that allows the SRC to maintain and provide adequate services to our customers.

This team provides specialized support for the following products and product areas and breakdown as follows:

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|-------------------------------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|----------------------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | | | | | 72900000 |
| <u>INFORMATION SERVICES</u> | | | | | | | | | | 72900300 |
| <u>GOV OPERATIONS/SUPPORT</u> | | | | | | | | | | 16 |
| <u>INFORMATION TECHNOLOGY</u> | | | | | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | | | | | 4000000 |
| REDUCE STAFF AUGMENTATION | | | | | | | | | | |
| CONTRACTORS | | | | | | | | | | 4000120 |

- 8 FTE (6-Senior Operators, 2 Junior Operators)
 Provide 24x7x365 staffing for The Shared Resource Center
 Monitor facility and security systems during designated shifts
 Maintain a working knowledge of Data Center policies and procedures to include print shop and production control
 Responsible for building security and access into the computer room
 Responsible for problem escalation
 Maintain a working knowledge of facility and infrastructure. Operators must be familiar with the various systems that make up the power backbone of the SRC. They are as follows: Apogee/Insight Building Automation System, Liebert Computer Room Air Conditioners, United Power Power Distribution Units, Cyberex Static Switches, PowerWare Uninterruptible Power Supplies & Batteries, Russelectric - Switchgear and Catapillar Generators and the tools that monitor each of these systems
 Maintain a working knowledge of the Enterprise Network Monitoring Tools
 Monitor the UNISYS IX5602-D2 and the IBM 2066-002 computer system and hardware configurations
 Monitor UNIX platform and become familiar with current backup procedures for this platform
 Monitor the status of all hardware and system software
 Monitor systems for tape mounts and tape alerts on the VTS and Unisys platform
 Maintain a working knowledge of print terminology, equipment and commands
 Monitor print systems: Cadet, Planet Press, Depcon
 Monitor print queues and provide computer output to data center users, this includes checking for proper print alignment, print quality, completeness and separation
 Maintain a working knowledge of tape management systems, offsite and the Online Tape Inventory System
 Monitor user production workflow and become familiar with BETA 42 scheduling system, this includes start and restart of a-bended jobs
 Become familiar with job control language (JCL) and Endeavor software package
 Maintains Data Center logs and forms
 Assist Data Center Customers as needed
 Perform daily routines
- 1 FTE (Production Control Specialist)
 Verification of job/report documentation
 Adding/deleting/updating all tasks (jobs, commands and external jobs) in SCHEDULERS
 Editing JCL for job processing
 Automating/testing date cards before jobs are moved into PROD and TEST

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|------------------------------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|----------------------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | | | | | 72900000 |
| INFORMATION SERVICES | | | | | | | | | | 72900300 |
| GOV OPERATIONS/SUPPORT | | | | | | | | | | 16 |
| INFORMATION TECHNOLOGY | | | | | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | | | | | 4000000 |
| REDUCE STAFF AUGMENTATION | | | | | | | | | | |
| CONTRACTORS | | | | | | | | | | 4000120 |

- Creating/maintaining user variables in SCHEDULERS
- Creating/maintaining run-days in SCHEDULERS
- Adding/deleting job messages in SCHEDULERS
- Adding/deleting users/groups in SCHEDULERS
- Adding/updating/deleting libraries in SCHEDULERS
- Updating/maintaining holiday screen in SCHEDULERS
- Maintaining calendar screen in SCHEDULERS
- Trouble shooting/job error notification to appropriate associate(s)
- Adding/deleting/updates for all jobs/reports (includes report stacking)
- Adding/deleting/updates for all dist-ids
- Adding/deleting report retention
- Maintaining retention table for CA-DELIVER
- Deleting jobs/reports from VIEW
- Reprints of reports in VIEW
- Adding/deleting/updates for printers in device table
- Adding/deleting/updates for RACF user-ids in user table
- Submission of SCHEDULER, VIEW and DELIVER reports

Without this team as a minimum resource, we would not be able to provide the level of support the Shared Resource Center customers receive, expect and deserve.

In April 2007 The LBC approved budget amendment #729003-51 (Infrastructure Audit) which allowed the DMS- Shared Resource Center to engage an independent third party vendor to perform an extensive audit of the Shared Resource Center's infrastructure and operational processes and procedures. This audit was performed in two Phases. Phase 1 was a Continuous Availability Review and Phase 2 was a Site Infrastructure Operations Review. A key recommendation that came out of the Phase 2 review stated the following: Facilities Staffing All SRC Facilities and Computer Operations positions should be filled with State of Florida employees.

This issue requests the elimination of \$522,226 in Special Categories: Contracted Services and Special Categories: Data Processing Contracts for Data Center appropriations due to the establishment of 9 FTE with Salaries and Benefits totaling \$399,229. This issue provides a net budget authority savings of \$122,997. See corresponding issue 4000140.

Open Systems Platform Services Group

 Essential Job Functions

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|----------------------------------|--------|----------------------------------|--------|----------------------------------|--------|----------------------------------|--------|----------------------------------|--------|----------------------|
| AGY FIN REQ FY 2009-10 POS | AMOUNT | AGY AMD REQ FY 2009-10 POS | AMOUNT | AGY AMD N/R FY 2009-10 POS | AMOUNT | AGY AMD ANZ FY 2009-10 POS | AMOUNT | AGY AMD REQ FY 2009-10 POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | | | | | 72900000 |
| INFORMATION SERVICES | | | | | | | | | | 72900300 |
| GOV OPERATIONS/SUPPORT | | | | | | | | | | 16 |
| INFORMATION TECHNOLOGY | | | | | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | | | | | 4000000 |
| REDUCE STAFF AUGMENTATION | | | | | | | | | | |
| CONTRACTORS | | | | | | | | | | 4000120 |

This position is the resource responsible for ensuring the health and availability of the enterprise Servers used to run agency applications. This individual provides specialized support for the following products and product areas:

- 1 FTE (Systems Project Analyst - Unix Data Base Administrator)
 - Installs/maintains and administers support for the following products and services:
 - Solaris OS
 - Linux OS
 - Apache Server
 - Oracle Suite of Products
 - High Availability and Cluster technology
 - Load Balancing
 - Electronic Data Interchange (EDI) processing
 - Java multi-tier infrastructure

This issue requests the elimination of \$120,120 in Special Categories: Contracted Services and Special Categories: Data Processing Contracts for Data Center appropriations due to the establishment of 1 FTE with Salaries and Benefits totaling \$95,497. This issue provides a net budget authority savings of \$24,623. See corresponding issue 4000140.

Windows Platform Services Group

Essential Job Functions

This position is the resource responsible for ensuring the health and availability of the enterprise Servers used to run agency applications. This individual provides specialized support for the following products and product areas:

- 1 FTE (Distributed Computer Systems Administrator)
 - Installs/maintains and administers support for the following products and services:
 - Exchange/Blackberry Admin
 - VMWare Admin
 - IronPort AntiSpam Admin
 - Active Directory Admin
 - Safeboot Security Admin

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|------------------------------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|----------------------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | | | | | 72900000 |
| INFORMATION SERVICES | | | | | | | | | | 72900300 |
| GOV OPERATIONS/SUPPORT | | | | | | | | | | 16 |
| INFORMATION TECHNOLOGY | | | | | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | | | | | 4000000 |
| REDUCE STAFF AUGMENTATION | | | | | | | | | | |
| CONTRACTORS | | | | | | | | | | 4000120 |

Technical Support for all Windows/Email issues

This issue requests the elimination of \$116,480 in Special Categories: Contracted Services and Special Categories: Data Processing Contracts for Data Center appropriations due to the establishment of 1 FTE with Salaries and Benefits totaling \$100,199. This issue provides a net budget authority savings of \$16,281. See corresponding issue 4000140.

Services Desk Group

 Essential Job Functions

These positions are the primary resources responsible for providing Tier 1 support for the various Services provided by the Southwood Shared Resource Center. This team provides specialized support and performs the following duties:

4 FTE (Customer Support Analysts)

Provide telephone, e-mail and remote contact support to end users of multiple agencies with personal computer hardware and software and agency specific service and application issues.

Perform initial root cause assessments and resolve incidents upon first contact when achievable.

Apply Agency and Program area policies and Services Desk operational processes and procedures to daily operational activities.

Effectively utilize tools provided to manage workload, e.g., Magic, TCO tool and Self Service Portal.

Effectively communicate support issues to management and peers when necessary.

Maintain, develop and use all support documentation as required by Service Desk management.

This issue requests the elimination of \$241,280 in Special Categories: Contracted Services and Special Categories: Data Processing Contracts for Data Center appropriations due to the establishment of 4 FTE with Salaries and Benefits totaling \$174,306. This issue provides a net budget authority savings of \$66,974. See corresponding issue 4000140.

In summary, this issue requests the elimination of \$1,000,106 in Special Categories: Contracted Services and Special

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|--|-------------|-------------|-------------|-------------|-------------|----------------------|
| | | | | | | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
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| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | 72900000 |
| INFORMATION SERVICES | | | | | | 72900300 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| INFORMATION TECHNOLOGY | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | 4000000 |
| INCREASE STAFF TO ASSUME DUTIES | | | | | | |
| PERFORMED BY STAFF AUGMENTATION | | | | | | |
| CONTRACTORS | | | | | | 4000140 |
| SPECIAL CATEGORIES | | | | | | 100000 |
| TR/DMS/HR SVCS/STW CONTRCT | | | | | | 107040 |
| WORKING CAPITAL TRUST FUND-STATE | | 6,015 | | | 6,015 | 2792 1 |
| TOTAL: INCREASE STAFF TO ASSUME DUTIES | | | | | | 4000140 |
| PERFORMED BY STAFF AUGMENTATION | | | | | | |
| CONTRACTORS | | | | | | |
| TOTAL POSITIONS..... | | 15.00 | | | 15.00 | |
| TOTAL ISSUE..... | | 775,246 | | | 775,246 | |

AGENCY ISSUE NARRATIVE:
 2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? NO
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

ISSUE SUMMARY: With the termination of Invitation to Negotiate (ITN) 6 in January 2005, in order to continue providing services the State Technology Office was required to enter into contracts with several vendors to provide staff augmentation employees. These qualified IT personnel are now overseen by Southwood Shared Resource Center (SSRC) platform managers, and the vendors employing them are paid based on an established hourly rate for each position multiplied by the number of hours worked. Although this arrangement was the only viable option when ITN 6 was terminated, over time it has become apparent that using staff augmentation contractors results in a higher cost and therefore higher prices charged to SSRC customers than if these same services were provided using personnel in state FTE positions. Also, because contracted staff does not receive the full amount paid to their employer, the total compensation including benefits to these staff would be higher if they were directly employed by the State. The State is also better served investing training into State staff that experience lower turnover than OPS and contracted staff. Therefore, this issue requests the establishment of 15 FTE positions in the SSRC for the purpose of providing Data Center Operations Services and Open Systems / Windows Platform Services and Service Desk Support for the 15 existing staff augmentation personnel using state FTE. This issue requests 15 FTE, Rate, Salaries and Benefits budget authority for these FTE totaling \$769,231 but allows for the reduction of \$1,000,106 in budget authority from Special Categories: Contracted Services and Special Categories: Data Processing Contracts for Data Center (see corresponding issue 4000120), for a net budget authority savings of \$224,860.

PROBLEM STATEMENT: After the termination of the MyFlorida Alliance Contract (ITN 006), the programs and functions of the State Technology Office (STO) were moved back into the Department of Management Services (DMS) Technology Program and

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|---------------|---------|
| AGY FIN REQ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | AGY AMD N/R FY 2009-10 | POS | AGY AMD ANZ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | 72000000 | |
| PGM: TECHNOLOGY PROGRAM | | | | | | | | | 72900000 | |
| INFORMATION SERVICES | | | | | | | | | 72900300 | |
| GOV OPERATIONS/SUPPORT | | | | | | | | | 16 | |
| INFORMATION TECHNOLOGY | | | | | | | | | 1603.00.00.00 | |
| RE-ENGINEERING THE WORKPLACE | | | | | | | | | 4000000 | |
| INCREASE STAFF TO ASSUME DUTIES PERFORMED BY STAFF AUGMENTATION CONTRACTORS | | | | | | | | | | 4000140 |

finally with the adoption of SB1892 to Southwood Shared Resource Center. The goals and objectives associated with these changes have always been to 1)reduce administrative and staffing costs where possible, 2)maintain and or improve service quality, 3)maintain and or improve service value, 4)provide traceability in support of SSRC mission and vision, 5)leverage the experience of lessons learned from the MyFlorida Alliance engagement, 6)improve customer (stakeholder) confidence, and 7)enhance the image of the SSRC.

In the years since the termination of ITN 006, the DMS Technology Program worked diligently to realize the objectives listed above. The Southwood Shared Resource Center is now responsible for meeting the objectives listed above and continues to support moving the various services staff augmentation resources to FTE positions. This is a step in the right direction towards maintaining and improving service quality as well as lowering costs associated with services. Since the services SSRC provides are funded through the Working Capital Trust Fund and must be cost recovered, it is important that we continue to examine and address areas where expenses can be decreased, which in turn can lead to lower costs for our customers. One area where immediate cost savings can be realized is staff augmentation vs. FTE's.

In order to provide the highest quality services possible to the SSRC customers and to maintain the best return on investment in human capital, the most prudent course of action is to retain human resources who have the institutional knowledge of the technology, our customers, the business, and the overall IT architecture, a knowledge base which includes many of the current staff augmentation employees. Retaining an adequate number of critical staff with knowledge of the various service environments will provide the means necessary to make the SSRC a long-term success. It is critical that the current staff maintains a level of stability, which could be accomplished by transitioning 15 existing staff augmentation positions to state FTE's.

Therefore, this issue proposes in-sourcing 15 positions which are filling mission critical roles and are needed to continue maintaining acceptable customer service levels for the services provided by the Southwood Shared Resource Center. The personnel resources are listed below with the current processes they perform.

Data Center Operations Group

Essential Job Functions

These positions are the Southwood Shared Resource Center staff responsible for providing support for the following systems: facility infrastructure (comprised of 16 Separate Systems that support the robust redundant power backbone for the SRC), various platforms (Windows, Unix/Oracle, Mainframe, Network), peripheral devices, print shop and production control services. Daily activities include responding to trouble tickets, responding to problem reports and interacting with the various agencies that house equipment at the SRC. They perform daily monitoring, project planning and facility

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
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| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
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| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
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| <u>INFORMATION SERVICES</u> | | | | | | 72900300 |
| <u>GOV OPERATIONS/SUPPORT</u> | | | | | | 16 |
| <u>INFORMATION TECHNOLOGY</u> | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | 4000000 |
| INCREASE STAFF TO ASSUME DUTIES | | | | | | |
| PERFORMED BY STAFF AUGMENTATION | | | | | | |
| CONTRACTORS | | | | | | 4000140 |

support that allows the SRC to maintain and provide adequate services to our customers.

This team provides specialized support for the following products and product areas and breakdown as follows:

- 8 FTE (6-Senior Operators, 2 Junior Operators)
 - Provide 24x7x365 staffing for The Shared Resource Center
 - Monitor facility and security systems during designated shifts
 - Maintain a working knowledge of Data Center policies and procedures to include print shop and production control
 - Responsible for building security and access into the computer room
 - Responsible for problem escalation
 - Maintain a working knowledge of facility and infrastructure. Operators must be familiar with the various systems that make up the power backbone of the SRC. They are as follows: Apogee/Insight Building Automation System, Liebert Computer Room Air Conditioners, United Power Power Distribution Units, Cyberex Static Switches, PowerWare Uninterruptible Power Supplies & Batteries, Russelectric - Switchgear and Catapillar Generators and the tools that monitor each of these systems
 - Maintain a working knowledge of the Enterprise Network Monitoring Tools
 - Monitor the UNISYS IX5602-D2 and the IBM 2066-002 computer system and hardware configurations
 - Monitor UNIX platform and become familiar with current backup procedures for this platform
 - Monitor the status of all hardware and system software
 - Monitor systems for tape mounts and tape alerts on the VTS and Unisys platform
 - Maintain a working knowledge of print terminology, equipment and commands
 - Monitor print systems: Cadet, Planet Press, Depcon
 - Monitor print queues and provide computer output to data center users, this includes checking for proper print alignment, print quality, completeness and separation
 - Maintain a working knowledge of tape management systems, offsite and the Online Tape Inventory System
 - Monitor user production workflow and become familiar with BETA 42 scheduling system, this includes start and restart of a-bended jobs
 - Become familiar with job control language (JCL) and Endeavor software package
 - Maintains Data Center logs and forms
 - Assist Data Center Customers as needed
 - Perform daily routines

1 FTE (Production Control Specialist)

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---------------------------------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|----------------------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | | | | | 72900000 |
| INFORMATION SERVICES | | | | | | | | | | 72900300 |
| GOV OPERATIONS/SUPPORT | | | | | | | | | | 16 |
| INFORMATION TECHNOLOGY | | | | | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | | | | | 4000000 |
| INCREASE STAFF TO ASSUME DUTIES | | | | | | | | | | |
| PERFORMED BY STAFF AUGMENTATION | | | | | | | | | | |
| CONTRACTORS | | | | | | | | | | 4000140 |

Verification of job/report documentation
 Adding/deleting/updating all tasks (jobs, commands and external jobs) in SCHEDULERS
 Editing JCL for job processing
 Automating/testing date cards before jobs are moved into PROD and TEST
 Creating/maintaining user variables in SCHEDULERS
 Creating/maintaining run-days in SCHEDULERS
 Adding/deleting job messages in SCHEDULERS
 Adding/deleting users/groups in SCHEDULERS
 Adding/updating/deleting libraries in SCHEDULERS
 Updating/maintaining holiday screen in SCHEDULERS
 Maintaining calendar screen in SCHEDULERS
 Trouble shooting/job error notification to appropriate associate(s)
 Adding/deleting/updates for all jobs/reports (includes report stacking)
 Adding/deleting/updates for all dist-ids
 Adding/deleting report retention
 Maintaining retention table for CA-DELIVER
 Deleting jobs/reports from VIEW
 Reprints of reports in VIEW
 Adding/deleting/updates for printers in device table
 Adding/deleting/updates for RACF user-ids in user table
 Submission of SCHEDULER, VIEW and DELIVER reports

Without this team as a minimum resource, we would not be able to provide the level of support the Shared Resource Center customers receive, expect and deserve.

In April 2007 The LBC approved budget amendment #729003-51 (Infrastructure Audit) which allowed the DMS- Shared Resource Center to engage an independent third party vendor to perform an extensive audit of the Shared Resource Center's infrastructure and operational processes and procedures. This audit was performed in two Phases. Phase 1 was a Continuous Availability Review and Phase 2 was a Site Infrastructure Operations Review. A key recommendation that came out of the Phase 2 review stated the following: Facilities Staffing All SRC Facilities and Computer Operations positions should be filled with State of Florida employees.

This issue requests 9 staff augmentation positions within the Southwood Shared Resource Center Computer Operations convert to state FTEs. Salaries and Benefits budget authority for these 9 FTE totals \$399,229, but would allow for the reduction of budget authority currently in the Special Categories: Contracted Services and Special Categories: Data

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
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| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | | | | | 72900000 |
| INFORMATION SERVICES | | | | | | | | | | 72900300 |
| GOV OPERATIONS/SUPPORT | | | | | | | | | | 16 |
| INFORMATION TECHNOLOGY | | | | | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | | | | | 4000000 |
| INCREASE STAFF TO ASSUME DUTIES | | | | | | | | | | |
| PERFORMED BY STAFF AUGMENTATION | | | | | | | | | | |
| CONTRACTORS | | | | | | | | | | 4000140 |

Processing Contracts for Data Center appropriations of \$522,226 for a net budget authority savings of \$122,997. See corresponding issue 4000120.

Open Systems Platform Services Group

Essential Job Functions

This position is the resource responsible for ensuring the health and availability of the enterprise Servers used to run agency applications. This individual provides specialized support for the following products and product areas:

- 1 FTE (Systems Project Analyst - Unix Data Base Administrator)
 - Installs/maintains and administers support for the following products and services:
 - Solaris OS
 - Linux OS
 - Apache Server
 - Oracle Suite of Products
 - High Availability and Cluster technology
 - Load Balancing
 - Electronic Data Interchange (EDI) processing
 - Java multi-tier infrastructure

This issue requests 1 staff augmentation position within the Southwood Shared Resource Center Open Platform Services convert to state FTE. Salaries and Benefits budget authority for this 1 FTE totals \$95,497, but would allow for the reduction of budget authority currently in the Special Categories: Contracted Services and Special Categories: Data Processing Contracts for Data Center appropriations of \$120,120 for a net budget authority savings of \$24,623. See corresponding issue 4000120.

Windows Platform Services Group

Essential Job Functions

This position is the resource responsible for ensuring the health and availability of the enterprise

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|---------------------------|----------------------|
| AGY FIN REQ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | AGY AMD N/R FY 2009-10 | POS | AGY AMD ANZ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | AGY FIN REQ FY 2009-10 | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | | | | | 72900000 |
| INFORMATION SERVICES | | | | | | | | | | 72900300 |
| GOV OPERATIONS/SUPPORT | | | | | | | | | | 16 |
| INFORMATION TECHNOLOGY | | | | | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | | | | | 4000000 |
| INCREASE STAFF TO ASSUME DUTIES PERFORMED BY STAFF AUGMENTATION CONTRACTORS | | | | | | | | | | 4000140 |

Servers used to run agency applications. This individual provides specialized support for the following products and product areas:

1 FTE (Distributed Computer Systems Administrator)

Installs/maintains and administers support for the following products and services:

- Exchange/Blackberry Admin
- VMWare Admin
- IronPort AntiSpam Admin
- Active Directory Admin
- Safeboot Security Admin
- Technical Support for all Windows/Email issues

This issue requests 1 staff augmentation position within the Southwood Shared Resource Center. Windows Platform Services convert to state FTE. Salaries and Benefits budget authority for this 1 FTE totals \$100,199 but would allow for the reduction of budget authority currently in the Special Categories: Contracted Services and Special Categories: Data Processing Contracts for Data Center appropriations of \$116,480 for a netbudget authority savings of \$16,281. See corresponding issue 4000120.

Services Desk Group

Essential Job Functions

These positions are the primary resources responsible for providing Tier 1 support for the various Services provided by the Southwood Shared Resource Center. This team provides specialized support and performs the following duties:

4 FTE (Customer Support Analysts)

Provide telephone, e-mail and remote contact support to end users of multiple agencies with personal computer hardware and software and agency specific service and application issues.

Perform initial root cause assessments and resolve incidents upon first contact when achievable.

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|--------|----------------------|
| AGY FIN REQ FY 2009-10 | AGY AMD REQ FY 2009-10 | AGY AMD N/R FY 2009-10 | AGY AMD ANZ FY 2009-10 | AGY AMD REQ FY 2009-10 | AGY AMD N/R FY 2009-10 | AGY AMD ANZ FY 2009-10 | AGY AMD REQ FY 2009-10 | AGY FIN REQ FY 2009-10 | | |
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| | | | | | | | | | | 72000000 |
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| | | | | | | | | | | 16 |
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MANAGEMENT SRVCS, DEPT OF
 PGM: TECHNOLOGY PROGRAM
 INFORMATION SERVICES
 GOV OPERATIONS/SUPPORT
 INFORMATION TECHNOLOGY
 RE-ENGINEERING THE WORKPLACE
 INCREASE STAFF TO ASSUME DUTIES
 PERFORMED BY STAFF AUGMENTATION
 CONTRACTORS

Apply Agency and Program area policies and Services Desk operational processes and procedures to daily operational activities.

Effectively utilize tools provided to manage workload, e.g., Magic, TCO tool and Self Service Portal.

Effectively communicate support issues to management and peers when necessary.

Maintain, develop and use all support documentation as required by Service Desk management.

This issue requests 4 staff augmentation positions within the Southwood Shared Resource Center Services Desk Group convert to state FTEs. Salaries and Benefits budget authority for these 4 FTE totals \$174,306 but would allow for the reduction of budget authority currently in the Special Categories: Contracted Services and Special Categories: Data Processing Contracts for Data Center appropriations of \$241,280 for a net budget authority savings of \$66,974. See corresponding issue 4000120.

In summary, this issue requests that 15 existing staff augmentation positions within the Southwood Shared Resource Center be converted to state FTEs. Salaries and benefits budget authority for these 15 FTEs would total \$769,231 but would allow for the elimination of \$1,000,106 in budget authority currently in the Contracted Services for a net budget authority savings of \$224,860.

FISCAL INFORMATION: This issue requests that 15 existing staff augmentation positions within the Southwood Shared Resource Center be converted to state FTEs. Salary and Benefits budget authority for these 15 FTEs and total \$769,231 but would allow for the reduction of budget authority currently in the Contracted Services Information Services Contracts Special Categories: Contracted Services and Special Categories: Data Processing Contracts for Data Center appropriations of \$1,000,106 for a net budget authority savings of \$224,860.

This issue impacts the "Southwood Shared Resource Center Computer Operations", "Southwood Shared Resource Center Open Platform Services Group", "Southwood Shared Resource Center Windows Platform Services Group" and "Southwood Shared Resource Center Services Desk Group" activities.

Computer Operations:

| Class Title | Class Code | Pay Grade | FTE | Rate | Salaries & Benefits Budget |
|-------------|------------|-----------|-----|------|----------------------------|
|-------------|------------|-----------|-----|------|----------------------------|

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|---------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|---------------------------|-----|-------|
| AGY FIN REQ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | AGY AMD N/R FY 2009-10 | POS | AGY AMD ANZ FY 2009-10 | POS | AGY AMD REQ FY 2009-10 | POS | |

MANAGEMENT SRVCS, DEPT OF 72000000
 PGM: TECHNOLOGY PROGRAM 72900000
 INFORMATION SERVICES 72900300
 GOV OPERATIONS/SUPPORT 16
 INFORMATION TECHNOLOGY 1603.00.00.00
 RE-ENGINEERING THE WORKPLACE 4000000
 INCREASE STAFF TO ASSUME DUTIES
 PERFORMED BY STAFF AUGMENTATION
 CONTRACTORS 4000140

| Class Title | Class Code | Pay Grade | FTE | Rate | Salaries & Benefits Budget |
|-------------------------------------|------------|-----------|-----|---------|----------------------------|
| COMPUTER OPERATOR III | 2023 | 016 | 6.0 | 187,512 | 271,009 |
| EDP QUALITY CONTROL/SCHEDULING SPEC | 2016 | 015 | 1.0 | 32,448 | 46,576 |
| COMPUTER OPERATOR II | 2022 | 013 | 2.0 | 55,120 | 81,644 |
| SYSTEMS PROJECT ANALYST | 2107 | 024 | 1.0 | 74,006 | 95,497 |
| DISTRIBUTED COMPUTER SYSTEMS ADMIN | 2053 | 025 | 1.0 | 78,000 | 100,199 |
| OFFICE AUTOMATION SPECIALIST I | 2041 | 015 | 4.0 | 119,600 | 174,306 |

Working Capital Trust Fund (2792)
 Rate 15.0 FTE 546,686
 Salaries and Benefits (includes shift differential) (010000) 769,231
 Special Categories: HR Statewide Contract (107040) 6,015
 Total Issue 775,246 FSI=1
 =====

SUMMARY: This is a new issue.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|---------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: TECHNOLOGY PROGRAM | | | | | | 72900000 |
| INFORMATION SERVICES | | | | | | 72900300 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| INFORMATION TECHNOLOGY | | | | | | <u>1603.00.00.00</u> |
| RE-ENGINEERING THE WORKPLACE | | | | | | 4000000 |
| INCREASE STAFF TO ASSUME DUTIES | | | | | | |
| PERFORMED BY STAFF AUGMENTATION | | | | | | |
| CONTRACTORS | | | | | | 4000140 |

POSITION DETAIL OF SALARIES AND BENEFITS:

| | FTE | BASE RATE | ADDITIVES | BENEFITS | SUBTOTAL | LAPSE % | LAPSED SALARIES AND BENEFITS |
|--|-------|-----------|-----------|----------|----------|---------|------------------------------|
| A14 - AGY AMD REQ FY 2009-10 | | | | | | | |
| CHANGES TO CURRENTLY AUTHORIZED POSITIONS | | | | | | | |
| 2016 EDP QUALITY CONTROL/SCHEDULING SPEC | | | | | | | |
| A0002 001 | 1.00 | 32,448 | | 14,128 | 46,576 | 0.00 | 46,576 |
| 2022 COMPUTER OPERATOR II | | | | | | | |
| A0003 001 | 2.00 | 55,120 | | 26,524 | 81,644 | 0.00 | 81,644 |
| 2023 COMPUTER OPERATOR III | | | | | | | |
| A0001 001 | 6.00 | 187,512 | | 83,497 | 271,009 | 0.00 | 271,009 |
| 2041 OFFICE AUTOMATION SPECIALIST I | | | | | | | |
| A0006 001 | 4.00 | 119,600 | | 54,706 | 174,306 | 0.00 | 174,306 |
| 2053 DISTRIBUTED COMPUTER SYSTEMS CONSULTANT | | | | | | | |
| A0005 001 | 1.00 | 78,000 | | 22,199 | 100,199 | 0.00 | 100,199 |
| 2107 SYSTEMS PROJECT ANALYST | | | | | | | |
| A0004 001 | 1.00 | 74,006 | | 21,491 | 95,497 | 0.00 | 95,497 |
| TOTALS FOR ISSUE BY FUND | | | | | | | |
| 2792 WORKING CAPITAL TRUST FUND | | | | | | | 769,231 |
| | 15.00 | 546,686 | | 222,545 | 769,231 | | 769,231 |

 TOTAL: INFORMATION TECHNOLOGY 1603.00.00.00
 BY FUND TYPE
 TRUST FUNDS..... 15.00 224,860- 15.00 224,860- 2000

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---|----------------------|
| | AGY FIN REQ FY 2009-10 | AGY AMD REQ FY 2009-10 | AGY AMD N/R FY 2009-10 | AGY AMD ANZ FY 2009-10 | AGY AMD REQ FY 2009-10 OVER(UNDER) AGY FIN REQ FY 2009-10 | CODES |
| | POS AMOUNT | POS AMOUNT | POS AMOUNT | POS AMOUNT | POS AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: COMM ON HUMAN RELAT | | | | | | 72950000 |
| HUMAN RELATIONS | | | | | | 72950100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | <u>1601.00.00.00</u> |
| WORKLOAD | | | | | | 3000000 |
| FLORIDA COMMISSION ON HUMAN | | | | | | |
| RELATIONS: INCREASE IN THE NUMBER | | | | | | |
| OF INQUIRIES AND INVESTIGATIONS | | | | | | 3000420 |
| SALARIES AND BENEFITS | | | | | | 010000 |
| GENERAL REVENUE FUND -STATE | 6.00 | 296,393 | | | 6.00 296,393 | 1000 1 |
| EXPENSES | | | | | | 040000 |
| GENERAL REVENUE FUND -STATE | | 30,000 | | | 30,000 | 1000 1 |
| SPECIAL CATEGORIES | | | | | | 100000 |
| TR/DMS/HR SVCS/STW CONTRCT | | | | | | 107040 |
| GENERAL REVENUE FUND -STATE | | 2,406 | | | 2,406 | 1000 1 |
| TOTAL: FLORIDA COMMISSION ON HUMAN | | | | | | 3000420 |
| RELATIONS: INCREASE IN THE NUMBER | | | | | | |
| OF INQUIRIES AND INVESTIGATIONS | | | | | | |
| TOTAL POSITIONS..... | 6.00 | | | | 6.00 | |
| TOTAL ISSUE..... | | 328,799 | | | 328,799 | |

AGENCY ISSUE NARRATIVE:
 2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? NO
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

ISSUE SUMMARY: Florida Commission on Human Relations requests 6 FTEs to prepare for a projected workload increase.

PROBLEM AND SOLUTION STATEMENT: The Commission has, thus far this current fiscal year, experienced a 15% increase in the number of inquiries and discrimination complaints received. The workload impact is expected to increase even more as the economy continues its downward trend. Increased unemployment rates and home foreclosures tend to lead to an increase in discrimination allegations, thus potentially causing an increased workload for the Commission in the near future. Recent amendments to federal laws (American with Disabilities Act and Age Discrimination in Employment Act) will also contribute to an increase in the number of complaints filed with the Commission. The federal EEOC has been experiencing an increase in the number of cases being filed because the definition of disability has been broadened significantly and the statute

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|-----------------------------------|--------|----------------------------------|--------|----------------------------------|--------|----------------------------------|--------|----------------------------------|--------|----------------------|
| AGY FIN REQ FY 2009-10 POS | AMOUNT | AGY AMD REQ FY 2009-10 POS | AMOUNT | AGY AMD N/R FY 2009-10 POS | AMOUNT | AGY AMD ANZ FY 2009-10 POS | AMOUNT | AGY AMD REQ FY 2009-10 POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: COMM ON HUMAN RELAT | | | | | | | | | | 72950000 |
| HUMAN RELATIONS | | | | | | | | | | 72950100 |
| GOV OPERATIONS/SUPPORT | | | | | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | | | | | <u>1601.00.00.00</u> |
| WORKLOAD | | | | | | | | | | 3000000 |
| FLORIDA COMMISSION ON HUMAN | | | | | | | | | | |
| RELATIONS: INCREASE IN THE NUMBER | | | | | | | | | | |
| OF INQUIRIES AND INVESTIGATIONS | | | | | | | | | | 3000420 |

of limitations for when discrimination complaints can be filed has been lengthened. As a result of these latter amendments, the federal EEOC has indicated that even more cases will be forwarded to the Commission for investigation. The Commission is required by law to resolve employment cases within 180 days and housing cases within 100 days. In order to continue to meet our statutory timeframes and provide quality investigations for this increased caseload, the Commission will require additional resources. Failure to meet the standards and requirements of the Federal EEOC and HUD could result in the loss of the Commission's federal certification and, thus, loss of federal funds. Not having adequate resources will result in cases not being timely investigated and resolved. In turn, case resolution delays will create an increase in the caseload for the state's court system because parties will have to resort to seeking legal remedy through a court of law. Florida businesses will also be adversely impacted because discrimination cases that are decided in court are generally more expensive due to higher awards, court costs and attorney's fees.

FISCAL INFORMATION: Requested budget for 3 Investigative Specialist IIs, 2 Senior Clerks, and 1 Senior Attorney.

| Position Title | Class Code | FTE | Rate | Budget |
|------------------------------|------------|------|---------|---------|
| Investigations Specialist II | 8317 | 3.00 | 98,468 | 145,388 |
| Senior Attorney | 7738 | 1.00 | 60,000 | 80,509 |
| Senior Clerk | 0004 | 2.00 | 43,232 | 70,496 |
| | | 6.00 | 162,791 | 296,393 |

This issue impacts the "Investigates Complaints of Civil Rights Violations" activities.

| | | | | |
|--|--|---------|---------|-------|
| General Revenue (1000) | | | | |
| Rate 6.0 FTE | | 162,791 | | |
| Salaries and Benefits (010000) | | | 296,393 | |
| Expenses (040000) | | | 30,000 | |
| Special Categories: HR Statewide Contract (107040) | | | 2,406 | |
| Total Issue | | | 328,799 | FSI=1 |

SUMMARY: This is a new issue.

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|-----------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: COMM ON HUMAN RELAT | | | | | | 72950000 |
| HUMAN RELATIONS | | | | | | 72950100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | <u>1601.00.00.00</u> |
| WORKLOAD | | | | | | 3000000 |
| FLORIDA COMMISSION ON HUMAN | | | | | | |
| RELATIONS: INCREASE IN THE NUMBER | | | | | | |
| OF INQUIRIES AND INVESTIGATIONS | | | | | | 3000420 |

POSITION DETAIL OF SALARIES AND BENEFITS:

| | FTE | BASE RATE | ADDITIVES | BENEFITS | SUBTOTAL | LAPSE % | LAPSED SALARIES AND BENEFITS |
|---|------|-----------|-----------|----------|----------|---------|------------------------------|
| A14 - AGY AMD REQ FY 2009-10 | | | | | | | |
| CHANGES TO CURRENTLY AUTHORIZED POSITIONS | | | | | | | |
| 0004 SENIOR CLERK - SES | | | | | | | |
| A0009 001 | 2.00 | 43,232 | | 27,264 | 70,496 | 0.00 | 70,496 |
| 7738 SENIOR ATTORNEY | | | | | | | |
| A0008 001 | 1.00 | 60,000 | | 20,509 | 80,509 | 0.00 | 80,509 |
| 8317 INVESTIGATION SPECIALIST II - SES | | | | | | | |
| A0007 001 | 3.00 | 98,468 | | 46,920 | 145,388 | 0.00 | 145,388 |
| TOTALS FOR ISSUE BY FUND | | | | | | | |
| 1000 GENERAL REVENUE FUND | | | | | | | 296,393 |
| | 6.00 | 201,700 | | 94,693 | 296,393 | | 296,393 |

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|------------------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY AMD REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: COMM ON HUMAN RELAT | | | | | | 72950000 |
| HUMAN RELATIONS | | | | | | 72950100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | <u>1601.00.00.00</u> |
| FEDERAL FUNDING REDUCTIONS | | | | | | 3200000 |
| FLORIDA COMMISSION ON HUMAN | | | | | | |
| RELATIONS: DECREASE IN FEDERAL | | | | | | |
| RECEIPTS | | | | | | 3200150 |
| OTHER PERSONAL SERVICES | | | | | | 030000 |
| OPERATING TRUST FUND -FEDERL | | 76,000- | | | 76,000- | 2510 3 |
| ===== | | | | | | |
| SPECIAL CATEGORIES | | | | | | 100000 |
| CONTRACTED SERVICES | | | | | | 100777 |
| OPERATING TRUST FUND -FEDERL | | 35,000- | | | 35,000- | 2510 3 |
| ===== | | | | | | |
| DATA PROCESSING SERVICES | | | | | | 210000 |
| STATE TECHNOLOGY OFFICE | | | | | | 210018 |
| OPERATING TRUST FUND -FEDERL | | 100,000- | | | 100,000- | 2510 3 |
| ===== | | | | | | |
| TOTAL: FLORIDA COMMISSION ON HUMAN | | | | | | 3200150 |
| RELATIONS: DECREASE IN FEDERAL | | | | | | |
| RECEIPTS | | | | | | |
| TOTAL ISSUE..... | | 211,000- | | | 211,000- | |
| ===== | | | | | | |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? NO
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

ISSUE SUMMARY: Reduce Florida Commission on Human Resources Operating Trust Fund authority.

PROBLEM AND SOLUTION STATEMENT: The Commission's Operating Trust Fund receipts are not adequate to cover the trust fund spending authority. To balance the Operating Trust Fund, the Commission requests a reduction in trust fund authority.

FISCAL INFORMATION: The projected cash balance on 6/30/09 is less than \$20,000.

Operating Trust Fund (2510)
 Other Personal Services (030000) (76,000)

| | COL A12 | COL A14 | COL A15 | COL A16 | COL A14-A12 | |
|--|-------------|-------------|-------------|-------------|-------------|----------------------|
| | | | | | AGY AMD REQ | |
| | | | | | FY 2009-10 | |
| | | | | | OVER(UNDER) | |
| | AGY FIN REQ | AGY AMD REQ | AGY AMD N/R | AGY AMD ANZ | AGY FIN REQ | |
| | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | FY 2009-10 | |
| | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT |
| | | | | | | CODES |
| MANAGEMENT SRVCS, DEPT OF | | | | | | 72000000 |
| PGM: COMM ON HUMAN RELAT | | | | | | 72950000 |
| HUMAN RELATIONS | | | | | | 72950100 |
| GOV OPERATIONS/SUPPORT | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | <u>1601.00.00.00</u> |
| FEDERAL FUNDING REDUCTIONS | | | | | | 3200000 |
| FLORIDA COMMISSION ON HUMAN | | | | | | |
| RELATIONS: DECREASE IN FEDERAL | | | | | | |
| RECEIPTS | | | | | | 3200150 |
| Special Categories: Contracted Services (100777) | | | | (35,000) | | |
| Data Processing Services - STO (210018) | | | | (100,000) | | |
| Total Issue | | | | (211,000) | FSI=3 | |

SUMMARY: This is a new issue

| | | | | | | |
|-------------------------------------|--|---------|--|--|---------|---------|
| FUND SHIFT | | | | | | 3400000 |
| FLORIDA COMMISSION ON HUMAN | | | | | | |
| RELATIONS: TRANSFER FROM OPERATING | | | | | | |
| TRUST FUND TO GENERAL REVENUE - ADD | | | | | | 3400170 |
| SPECIAL CATEGORIES | | | | | | 100000 |
| TRANS TO DIV ADM HEARINGS | | | | | | 100565 |
| GENERAL REVENUE FUND -STATE | | 220,399 | | | 220,399 | 1000 1 |

AGENCY ISSUE NARRATIVE:

2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? NO
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

ISSUE SUMMARY: Florida Commission on Human Relations requests a fund-shift of the Division of Administrative Hearings appropriation to the General Revenue Fund from the FCHR Operating Trust Fund. See issue code 3400180 for corresponding reduction issue.

PROBLEM AND SOLUTION STATEMENT: The Commission's Operating Trust Fund balance is experiencing a cash flow crisis and cannot support additional payments to the Division of Administrative Hearings (DOAH). The Commission is neither a party to the proceedings nor a referral agency, and does not participate in DOAH hearings. Therefore, the Commission should not be required to pay for DOAH hearing hours. Continued transfers to DOAH could result in the Commission being forced to reduce its staff by twelve (12) full-time employees (FTEs). The intended purpose of the federal fund receipts is to provide for the investigation of cases and associated investigatory support services; these federal funds are not intended to fund the adjudication process. Section 24 CFR 115.301 - 311 and 115.206-211 provide consequences and

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|-------------------------------------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|----------------------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: COMM ON HUMAN RELAT | | | | | | | | | | 72950000 |
| HUMAN RELATIONS | | | | | | | | | | 72950100 |
| GOV OPERATIONS/SUPPORT | | | | | | | | | | 16 |
| GOVERNMENTAL OPERATIONS | | | | | | | | | | <u>1601.00.00.00</u> |
| FUND SHIFT | | | | | | | | | | 3400000 |
| FLORIDA COMMISSION ON HUMAN | | | | | | | | | | |
| RELATIONS: TRANSFER FROM OPERATING | | | | | | | | | | |
| TRUST FUND TO GENERAL REVENUE - ADD | | | | | | | | | | 3400170 |

corrective action for entities that do not comply with the federal requirements and include the denial or interruption of federal funds and potential decertification of the Commission. Concerns from the federal government are that state reductions and restrictions on the use of federal receipts may negatively impact production and the delivery of services under the current federal contracts. The Commission cannot operate if federal funds are not received. The loss of Commission staff would result in delays in investigating and resolving cases. In turn, case resolution delays will create an increase in the caseload for the state's court system because parties will have to resort to seeking legal remedy through a court of law. Florida businesses will also be adversely impacted because discrimination cases that are decided in court are generally more expensive due to higher awards, court costs and attorney's fees.

FISCAL INFORMATION: The projected cash balance on 6/30/09 is less than 20,000.

General Revenue (1000)
 Transfer to Division of Administrative Hearings (100565) 220,399 FSI=1
 =====

SUMMARY: This is a new issue.

| | | | | | | | | | | |
|------------------------------------|--|--|--|--|--|--|--|--|--|---------|
| FLORIDA COMMISSION ON HUMAN | | | | | | | | | | |
| RELATIONS: TRANSFER FROM OPERATING | | | | | | | | | | |
| TRUST FUND TO GENERAL REVENUE - | | | | | | | | | | |
| DEDUCT | | | | | | | | | | 3400180 |
| SPECIAL CATEGORIES | | | | | | | | | | 100000 |
| TRANS TO DIV ADM HEARINGS | | | | | | | | | | 100565 |

OPERATING TRUST FUND -FEDERL 220,399- 220,399- 2510 3

AGENCY ISSUE NARRATIVE:
 2009-2010 BUDGET YEAR NARRATIVE: IT COMPONENT? NO
 AMENDED 2009-10 NARRATIVE AFTER FEBRUARY 25, 2009

| COL A12 | | COL A14 | | COL A15 | | COL A16 | | COL A14-A12 | | CODES |
|------------------------------------|--------|---------|--------|---------|--------|---------|--------|-------------|--------|----------------------|
| POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | POS | AMOUNT | |
| MANAGEMENT SRVCS, DEPT OF | | | | | | | | | | 72000000 |
| PGM: COMM ON HUMAN RELAT | | | | | | | | | | 72950000 |
| <u>HUMAN RELATIONS</u> | | | | | | | | | | 72950100 |
| <u>GOV OPERATIONS/SUPPORT</u> | | | | | | | | | | 16 |
| <u>GOVERNMENTAL OPERATIONS</u> | | | | | | | | | | <u>1601.00.00.00</u> |
| FUND SHIFT | | | | | | | | | | 3400000 |
| FLORIDA COMMISSION ON HUMAN | | | | | | | | | | |
| RELATIONS: TRANSFER FROM OPERATING | | | | | | | | | | |
| TRUST FUND TO GENERAL REVENUE - | | | | | | | | | | |
| DEDUCT | | | | | | | | | | 3400180 |

ISSUE SUMMARY: Florida Commission on Human Relations requests a fund-shift of the Division of Administrative Hearings appropriation from the FCHR Operating Trust Fund to the General Revenue Fund. See issue code 3400170 for corresponding increase issue.

PROBLEM AND SOLUTION STATEMENT: The Commission's Operating Trust Fund balance is experiencing a cash flow crisis and cannot support additional payments to the Division of Administrative Hearings (DOAH). The Commission is neither a party to the proceedings nor a referral agency, and does not participate in DOAH hearings. Therefore, the Commission should not be required to pay for DOAH hearing hours. Continued transfers to DOAH could result in the Commission being forced to reduce its staff by twelve (12) full-time employees (FTEs). The intended purpose of the federal fund receipts is to provide for the investigation of cases and associated investigatory support services; these federal funds are not intended to fund the adjudication process. Section 24 CFR 115.301 - 311 and 115.206-211 provide consequences and corrective action for entities that do not comply with the federal requirements and include the denial or interruption of federal funds and potential decertification of the Commission. Concerns from the federal government are that state reductions and restrictions on the use of federal receipts may negatively impact production and the delivery of services under the current federal contracts. The Commission cannot operate if federal funds are not received. The loss of Commission staff would result in delays in investigating and resolving cases. In turn, case resolution delays will create an increase in the caseload for the state's court system because parties will have to resort to seeking legal remedy through a court of law. Florida businesses will also be adversely impacted because discrimination cases that are decided in court are generally more expensive due to higher awards, court costs and attorney's fees.

FISCAL INFORMATION: The projected cash balance on 6/30/09 is less than 20,000.

Operating Trust Fund (2510)
 Transfer to Division of Administrative Hearings (100565) (220,399) FSI=3
 =====

SUMMARY: This is a new issue.
