

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 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>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	5,061,599						
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE	163,024						1000 1
ADMINISTRATIVE TRUST FUND -STATE	6,968,291						2021 1
TOTAL POSITIONS.....	80.00						
TOTAL APPRO.....	7,131,315						
=====							
OTHER PERSONAL SERVICES							030000
ADMINISTRATIVE TRUST FUND -STATE	83,164						2021 1
=====							
EXPENSES							040000
GENERAL REVENUE FUND -STATE	41,497						1000 1
ADMINISTRATIVE TRUST FUND -STATE	695,893						2021 1
TOTAL APPRO.....	737,390						
=====							
OPERATING CAPITAL OUTLAY							060000
ADMINISTRATIVE TRUST FUND -STATE	9,688						2021 1
=====							
SPECIAL CATEGORIES							100000
TRANS TO DIV ADM HEARINGS							100565
ADMINISTRATIVE TRUST FUND -STATE	48,330						2021 1
=====							
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE	51,680						1000 1
ADMINISTRATIVE TRUST FUND -STATE	208,112						2021 1
OPERATING TRUST FUND -STATE	50,000						2510 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 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>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
TOTAL APPRO.....		309,792					
=====							
TRAVEL MANAGEMENT SYSTEM							100788
GENERAL REVENUE FUND -STATE		1,800,000					1000 1
=====							
MAIL SERVICES							101089
ADMINISTRATIVE TRUST FUND -STATE		58,004					2021 1
=====							
RISK MANAGEMENT INSURANCE							103241
ADMINISTRATIVE TRUST FUND -STATE		14,096					2021 1
=====							
CONTRACTED LEGAL SERVICES							103884
ADMINISTRATIVE TRUST FUND -STATE		891,000					2021 1
=====							
LEASE/PURCHASE/EQUIPMENT							105281
ADMINISTRATIVE TRUST FUND -STATE		14,427					2021 1
=====							
TR/DMS/HR SVCS/STW CONTRCT							107040
ADMINISTRATIVE TRUST FUND -STATE		29,777					2021 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		30,103					1000 1
ADMINISTRATIVE TRUST FUND -STATE		318,986					2021 1

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	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>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
TOTAL APPRO.....	349,089			
=====				
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS				1001000
TOTAL POSITIONS.....	80.00			
TOTAL ISSUE.....	11,476,072			
TOTAL SALARY RATE.....	5,061,599			
=====				
CASUALTY INSURANCE PREMIUM				
ADJUSTMENT				1001090
SPECIAL CATEGORIES				100000
RISK MANAGEMENT INSURANCE				103241
ADMINISTRATIVE TRUST FUND -STATE	6,079			2021 1
=====				
SALARY INCREASES FOR FY 2017-18 -				
STATEWIDE - EFFECTIVE 10/1/2017				1001600
SALARY RATE				000000
SALARY RATE.....	88,231			
=====				
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND -STATE	1,782			1000 1
ADMINISTRATIVE TRUST FUND -STATE	76,019			2021 1
TOTAL APPRO.....	77,801			
=====				
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
GENERAL REVENUE FUND -STATE	77			1000 1
ADMINISTRATIVE TRUST FUND -STATE	812			2021 1
TOTAL APPRO.....	889			
=====				

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
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>
ESTIMATED EXPENDITURES				1000000
SALARY INCREASES FOR FY 2017-18 -				
STATEWIDE - EFFECTIVE 10/1/2017				1001600
TOTAL: SALARY INCREASES FOR FY 2017-18 -				1001600
STATEWIDE - EFFECTIVE 10/1/2017				
TOTAL ISSUE.....		78,690		
TOTAL SALARY RATE.....		88,231		
	=====	=====	=====	
FLORIDA RETIREMENT SYSTEM				
ADJUSTMENT FOR FY 2017-18 - NORMAL				
COST, UNFUNDED ACTUARIAL LIABILITY,				
RENEWED MEMBERSHIP/DEATH BENEFITS				1001660
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND -STATE		748		1000 1
ADMINISTRATIVE TRUST FUND -STATE		31,930		2021 1
TOTAL APPRO.....		32,678		
	=====	=====	=====	
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
GENERAL REVENUE FUND -STATE		27		1000 1
ADMINISTRATIVE TRUST FUND -STATE		285		2021 1
TOTAL APPRO.....		312		
	=====	=====	=====	
TOTAL: FLORIDA RETIREMENT SYSTEM				1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL				
COST, UNFUNDED ACTUARIAL LIABILITY,				
RENEWED MEMBERSHIP/DEATH BENEFITS				
TOTAL ISSUE.....		32,990		
	=====	=====	=====	

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 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>
ESTIMATED EXPENDITURES							1000000
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
ADMINISTRATIVE TRUST FUND -STATE		122-					2021 1
=====							
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		141-					1000 1
ADMINISTRATIVE TRUST FUND -STATE		1,489-					2021 1
TOTAL APPRO.....		1,630-					
=====							
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
STATEWIDE SALARY INCREASE FOR FY 2017-18 - THREE MONTHS							
ANNUALIZATION							26A6300
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		594					1000 1
ADMINISTRATIVE TRUST FUND -STATE		25,340					2021 1
TOTAL APPRO.....		25,934					
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		26					1000 1
ADMINISTRATIVE TRUST FUND -STATE		271					2021 1
TOTAL APPRO.....		297					
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
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>
ANNUALIZATION OF ADMINISTERED				
FUNDS APPROPRIATIONS				26A0000
STATEWIDE SALARY INCREASE FOR FY				
2017-18 - THREE MONTHS				
ANNUALIZATION				26A6300
TOTAL: STATEWIDE SALARY INCREASE FOR FY				26A6300
2017-18 - THREE MONTHS				
ANNUALIZATION				
TOTAL ISSUE.....	26,231			
=====		=====		=====
TOTAL: EXEC LEADERSHIP/SUPPRT SVC				<u>1602.00.00.00</u>
BY FUND TYPE				
GENERAL REVENUE FUND	2,089,417			1000
TRUST FUNDS	9,528,893			2000
TOTAL POSITIONS.....	80.00			
TOTAL PROG COMP.....	11,618,310			
TOTAL SALARY RATE.....	5,149,830			
=====		=====		=====

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: ADMINISTRATION PGM							72010000
STATE EMPLOYEE LEASING							72010300
GOV OPERATIONS/SUPPORT							16
GOVERNMENTAL OPERATIONS							1601.00.00.00
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	62,359						
=====							
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE	1.00	85,778					2021 1
=====							
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
ADMINISTRATIVE TRUST FUND -STATE		755					2021 1
=====							
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....	1.00						
TOTAL ISSUE.....		86,533					
TOTAL SALARY RATE.....	62,359						
=====							
SALARY INCREASES FOR FY 2017-18 -							
STATEWIDE - EFFECTIVE 10/1/2017							1001600
SALARY RATE							000000
SALARY RATE.....	1,000						
=====							
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE		907					2021 1
=====							
TOTAL: SALARY INCREASES FOR FY 2017-18 -							1001600
STATEWIDE - EFFECTIVE 10/1/2017							
TOTAL ISSUE.....		907					
TOTAL SALARY RATE.....	1,000						
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: ADMINISTRATION PGM							72010000
<u>STATE EMPLOYEE LEASING</u>							72010300
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE		154					2021 1
=====							
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
ADMINISTRATIVE TRUST FUND -STATE		3-					2021 1
=====							
ANNUALIZATION OF ADMINISTERED							
FUNDS APPROPRIATIONS							26A0000
STATEWIDE SALARY INCREASE FOR FY							
2017-18 - THREE MONTHS							
ANNUALIZATION							26A6300
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE		302					2021 1
=====							
TOTAL: GOVERNMENTAL OPERATIONS							<u>1601.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	1.00	87,893					2000
SALARY RATE.....	63,359						
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	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>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	9,288,042						
=====							
SALARIES AND BENEFITS							010000
SUPERVISION TRUST FUND -STATE	256.50						
	13,648,750						2696 1
=====							
OTHER PERSONAL SERVICES							030000
SUPERVISION TRUST FUND -STATE	267,000						
							2696 1
=====							
EXPENSES							040000
SUPERVISION TRUST FUND -STATE	5,176,035						
							2696 1
=====							
OPERATING CAPITAL OUTLAY							060000
SUPERVISION TRUST FUND -STATE	73,727						
							2696 1
=====							
SPECIAL CATEGORIES							100000
TR/FDLE-CAPITOL POLICE							100661
SUPERVISION TRUST FUND -STATE	6,721,055						
							2696 1
=====							
CONTRACTED SERVICES							100777
SUPERVISION TRUST FUND -STATE	10,474,427						
							2696 1
=====							
ARTHUR G. DOZIER SCHOOL							100795
GENERAL REVENUE FUND -STATE	500,000						
							1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	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>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
DMS/FACILITIES SECURITY							100854
SUPERVISION TRUST FUND -STATE		1,148,387					2696 1
=====							
INTERIOR REFURBISH / LEASE							100857
SUPERVISION TRUST FUND -STATE		1,931,819					2696 1
=====							
RISK MANAGEMENT INSURANCE							103241
SUPERVISION TRUST FUND -STATE		205,727					2696 1
=====							
STATE UTILITY PAYMENTS							103647
SUPERVISION TRUST FUND -STATE		15,311,129					2696 1
=====							
SHARED SAV/ENERGY UPGRADE							104524
SUPERVISION TRUST FUND -STATE		250,000					2696 1
=====							
DEFERRED-PAY COM CONTRACTS							105280
SUPERVISION TRUST FUND -STATE		1,657,550					2696 1
=====							
LEASE/PURCHASE/EQUIPMENT							105281
SUPERVISION TRUST FUND -STATE		97,570					2696 1
=====							
TR/DMS/HR SVCS/STW CONTRCT							107040
SUPERVISION TRUST FUND -STATE		78,437					2696 1
=====							

	COL A03		COL A04		COL A05		CODES
	POS	AMOUNT	POS	AMOUNT	POS	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>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
CAPITOL REPAIRS							108900
SUPERVISION TRUST FUND -STATE		50,000					2696 1
		=====					
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
SUPERVISION TRUST FUND -STATE		418,945					2696 1
		=====					
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....		256.50					
TOTAL ISSUE.....		58,010,558					
TOTAL SALARY RATE.....		9,288,042					
		=====					
CASUALTY INSURANCE PREMIUM							
ADJUSTMENT							1001090
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
SUPERVISION TRUST FUND -STATE		25,248-					2696 1
		=====					
SALARY INCREASES FOR FY 2017-18 -							
STATEWIDE - EFFECTIVE 10/1/2017							1001600
SALARY RATE							000000
SALARY RATE.....		326,430					
		=====					
SALARIES AND BENEFITS							010000
SUPERVISION TRUST FUND -STATE		283,874					2696 1
		=====					

	COL A03		COL A04		COL A05		CODES
	POS	AMOUNT	POS	AMOUNT	POS	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>
ESTIMATED EXPENDITURES							1000000
SALARY INCREASES FOR FY 2017-18 -							
STATEWIDE - EFFECTIVE 10/1/2017							1001600
SPECIAL CATEGORIES							100000
TR/FDLE-CAPITOL POLICE							100661
SUPERVISION TRUST FUND -STATE		24,894					2696 1
		=====					
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
SUPERVISION TRUST FUND -STATE		1,067					2696 1
		=====					
TOTAL: SALARY INCREASES FOR FY 2017-18 -							1001600
STATEWIDE - EFFECTIVE 10/1/2017							
TOTAL ISSUE.....		309,835					
TOTAL SALARY RATE.....		326,430					
		=====					
SALARY INCREASES FOR FY 2017-18 -							
LAW ENFORCEMENT - EFFECTIVE							
7/1/2017							1001610
SPECIAL CATEGORIES							100000
TR/FDLE-CAPITOL POLICE							100661
SUPERVISION TRUST FUND -STATE		162,750					2696 1
		=====					
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
SALARIES AND BENEFITS							010000
SUPERVISION TRUST FUND -STATE		40,275					2696 1
		=====					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	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>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
SPECIAL CATEGORIES							100000
TR/FDLE-CAPITOL POLICE							100661
SUPERVISION TRUST FUND -STATE		31,662					2696 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
SUPERVISION TRUST FUND -STATE		374					2696 1
=====							
TOTAL: FLORIDA RETIREMENT SYSTEM							1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							
TOTAL ISSUE.....		72,311					
=====							
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
SUPERVISION TRUST FUND -STATE		321-					2696 1
=====							
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
SUPERVISION TRUST FUND -STATE		1,956-					2696 1
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	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>
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER BUDGET FROM STATE UTILITY				
PAYMENTS TO CONTRACTED SERVICES FOR				
THE TRIRIGA FACILITIES MANAGEMENT				
SYSTEM - DEDUCT				20051C0
SPECIAL CATEGORIES				100000
STATE UTILITY PAYMENTS				103647
SUPERVISION TRUST FUND -STATE	250,000-			2696 1

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #11: To provide cost effective, efficient real estate development and management services to our customers in the Department of Management Services (DMS) pool facilities.

SUMMARY:

The Department of Management Services, Division of Real Estate Development and Management (REDM) requests the transfer of \$250,000 of recurring budget authority from the State Utility Payment category (103647) to the Contracted Services category (100777) in the Facilities Management budget entity (72400100) within the Supervision Trust Fund (2696) for expanded usage of the TRIRIGA System.

RETURN ON INVESTMENT (ROI):

This budget authority transfer request will be utilized to develop electronic management work flows in TRIRIGA to support REDM business processes.

Funds will be specifically utilized to procure contracted Information Technology staff and services to support the functional expansion of the TRIRIGA system to take advantage of its capabilities.

Funds will be utilized to document system and business requirements for change management and adapt to evolving industry standards to ensure future data quality, reporting and data analytics.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without this budget authority transfer, business process planning that occurs operationally will not be able to be integrated or managed electronically in the system. This will adversely affect operational process improvement, future data analytic capabilities and decision making.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
POS	AMOUNT	POS	AMOUNT	POS 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>
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER BUDGET FROM STATE UTILITY				
PAYMENTS TO CONTRACTED SERVICES FOR				
THE TRIRIGA FACILITIES MANAGEMENT				
SYSTEM - DEDUCT				20051C0

BACKGROUND:

The Department has statutory oversight for the construction, operation, custodial care, preventive maintenance, repair, alteration, modification and allocation of space for all buildings in the Florida Facilities Pool and administers the State's lease procurement process. The Department was appropriated \$4,000,000 in fiscal year 2014-15 for the purchase and initial implementation of a real estate software system to replace the existing system which evolved from a single approach over time by different developers and agency stakeholders.

The Division of Real Estate Development and Management purchased the TRIRIGA real estate software solution from a state term contract and hired a support vendor from GSA Schedule 70 to install and maintain the product. The initial implementation was managed by a contracted services vendor, a third party oversight vendor and several key internal subject matter experts that were diverted from their day-to-day responsibilities to manage the project. This process has been successfully completed.

The platform is configurable, out of the box. Configuration refers to the development and assembly of work flows. This will require further development and linking of data in the system and does not require any customization.

TRANSFER BUDGET FROM STATE UTILITY				
PAYMENTS TO CONTRACTED SERVICES FOR				
THE TRIRIGA FACILITIES MANAGEMENT				
SYSTEM - ADD				20052C0
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
SUPERVISION TRUST FUND				
-STATE	250,000			2696 1

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE: IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

COL A03		COL A04		COL A05		CODES
AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	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>
ESTIMATED EXPENDITURES REALIGNMENT						2000000
TRANSFER BUDGET FROM STATE UTILITY						
PAYMENTS TO CONTRACTED SERVICES FOR						
THE TRIRIGA FACILITIES MANAGEMENT						
SYSTEM - ADD						20052C0

GOAL #11: To provide cost effective, efficient real estate development and management services to our customers in the Department of Management Services (DMS) pool facilities.

SUMMARY:

The Department of Management Services, Division of Real Estate Development and Management (REDM) requests the transfer of \$250,000 of recurring budget authority from the State Utility Payment category (103647) to the Contracted Services category (100777) in the Facilities Management budget entity (72400100) within the Supervision Trust Fund (2696) for expanded usage of the TRIRIGA System.

RETURN ON INVESTMENT (ROI):

This budget authority transfer request will be utilized to develop electronic management work flows in TRIRIGA to support REDM business processes.

Funds will be specifically utilized to procure contracted Information Technology staff and services to support the functional expansion of the TRIRIGA system to take advantage of its capabilities.

Funds will be utilized to document system and business requirements for change management and adapt to evolving industry standards to ensure future data quality, reporting and data analytics.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without this budget authority transfer, business process planning that occurs operationally will not be able to be integrated or managed electronically in the system. This will adversely affect operational process improvement, future data analytic capabilities and decision making.

BACKGROUND:

The Department has statutory oversight for the construction, operation, custodial care, preventive maintenance, repair, alteration, modification and allocation of space for all buildings in the Florida Facilities Pool and administers the State's lease procurement process. The Department was appropriated \$4,000,000 in fiscal year 2014-15 for the purchase and initial implementation of a real estate software system to replace the existing system which evolved from a single approach over time by different developers and agency stakeholders.

The Division of Real Estate Development and Management purchased the TRIRIGA real estate software solution from a state term contract and hired a support vendor from GSA Schedule 70 to install and maintain the product. The initial implementation was managed by a contracted services vendor, a third party oversight vendor and several key internal subject matter experts that were diverted from their day-to-day responsibilities to manage the project. This process has been successfully completed.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	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>
ESTIMATED EXPENDITURES REALIGNMENT				20000000
TRANSFER BUDGET FROM STATE UTILITY				
PAYMENTS TO CONTRACTED SERVICES FOR				
THE TRIRIGA FACILITIES MANAGEMENT				
SYSTEM - ADD				20052C0
<p>The platform is configurable, out of the box. Configuration refers to the development and assembly of work flows. This will require further development and linking of data in the system and does not require any customization.</p> <p>*****</p>				
NONRECURRING EXPENDITURES				2100000
ARTHUR G. DOZIER SCHOOL FOR BOYS -				
CH 2017-69, LOF (HB 7115)				2103010
SPECIAL CATEGORIES				100000
ARTHUR G. DOZIER SCHOOL				100795
GENERAL REVENUE FUND -STATE	500,000-			1000 1
=====				
INTERIOR REFURBISHMENT OF LEASED				
SPACE IN THE FLORIDA FACILITIES				
POOL				2103070
SPECIAL CATEGORIES				100000
INTERIOR REFURBISH / LEASE				100857
SUPERVISION TRUST FUND -STATE	1,931,819-			2696 1
=====				
EQUIPMENT NEEDS				2400000
REPLACEMENT OF MOTOR VEHICLES				2401500
SPECIAL CATEGORIES				100000
ACQUISITION/MOTOR VEHICLES				100021
SUPERVISION TRUST FUND -STATE	250,000	100,000		2696 1
=====				

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE: IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25: Improve the efficiency and effectiveness of government agencies at all levels.

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
						72000000
						72400000
						72400100
						16
						<u>1601.00.00.00</u>
						2400000
						2401500

MANAGEMENT SRVCS, DEPT OF
 PGM: FACILITIES PROGRAM
FACILITIES MANAGEMENT
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 EQUIPMENT NEEDS
 REPLACEMENT OF MOTOR VEHICLES

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #11: Provide cost-effective, efficient real estate development and management services to our customers in the Department of Management Services (DMS) pool facilities.

SUMMARY:

The Department of Management Services, Division of Real Estate Development and Management (REDM) requests \$250,000 in budget authority of which 150,000 is recurring budget authority and \$100,000 is nonrecurring budget authority in the Facilities Management budget entity (72400100), Acquisition of Motor Vehicles category (100021) within the Supervision Trust Fund (2696) for the purchase of vehicles and heavy equipment needed to replenish REDM's aging vehicle fleet used in the provision of mission critical services.

The purchase of these vehicles is necessary in order to provide REDM's workforce with safe, effective tools for the job, and lower operating costs. This request reflects a phased approach of purchasing one backhoe/loader in fiscal year 2018-19 and an average of four vehicles per year (recurring), to achieve a continual replenishment of REDM's vehicle fleet.

Additionally, REDM has the following heavy equipment: Tractor, Backhoe, and Skid-Steer used by our Grounds Shop. This equipment is largely non-functional and has exceeded its service life. REDM recommends that instead of replacing all three costly pieces of heavy equipment, REDM's heavy equipment needs can be met with a single backhoe with the appropriate attachments at an estimated cost of \$100,000. This would result in cost avoidance by replacing all three pieces of heavy equipment with a single multifunctional piece of equipment.

RETURN ON INVESTMENT (ROI):

The acquisition of new vehicles and heavy equipment will lead to lower operating costs and less downtime due to service needs.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without this funding, the result is the potential use of unsafe vehicles to provide necessary services and continued high operational costs. Without a source of fleet replacement funding, REDM depends on replacement vehicles already disposed of by other state agencies. Because REDM's only current source of new vehicles is other agencies' dispositions, REDM's fleet will continue to have some of the oldest and highest-mileage vehicles in state service. This has two adverse effects:

1. Continued reliance on the availability of other State agencies disposing of vehicles that are both road safe and mission appropriate will result in high repair bills for vehicles which should be disposed of.
2. Depending upon other state agency's dispositions for its fleet replacement will further alter REDM's fleet composition mix with an adverse effect on mission capabilities. Critical to REDM mission needs are half ton and larger trucks and vans which can haul or tow equipment and tools between buildings.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				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>
ANNUALIZATION OF ADMINISTERED				
FUNDS APPROPRIATIONS				26A0000
STATEWIDE SALARY INCREASE FOR FY				
2017-18 - THREE MONTHS				
ANNUALIZATION				26A6300
SALARIES AND BENEFITS				010000
SUPERVISION TRUST FUND -STATE		94,625		2696 1
=====		=====		=====
SPECIAL CATEGORIES				100000
TR/FDLE-CAPITOL POLICE				100661
SUPERVISION TRUST FUND -STATE		8,298		2696 1
=====		=====		=====
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
SUPERVISION TRUST FUND -STATE		356		2696 1
=====		=====		=====
TOTAL: STATEWIDE SALARY INCREASE FOR FY				26A6300
2017-18 - THREE MONTHS				
ANNUALIZATION				
TOTAL ISSUE.....		103,279		
=====		=====		=====
PROGRAM REDUCTIONS				33V0000
ELIMINATE SHARED SAVINGS ENERGY				
UPGRADE				33V0440
SPECIAL CATEGORIES				100000
SHARED SAV/ENERGY UPGRADE				104524
SUPERVISION TRUST FUND -STATE		250,000-		2696 1
=====		=====		=====

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25: Improve the efficiency and effectiveness of government agencies at all levels.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	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>
PROGRAM REDUCTIONS				33V0000
ELIMINATE SHARED SAVINGS ENERGY				
UPGRADE				33V0440

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #11: Provide cost-effective, efficient real estate development and management services to our customers in the Department of Management Services (DMS) pool facilities.

SUMMARY:

The Department of Management Services, Division of Real Estate Development and Management proposes a total reduction of (\$250,000) in the Facilities Management budget entity (72400100). The proposed reduction of (\$250,000) is in the Shared Savings Payments for Energy Efficiency Upgrades category (104524) within the Supervision Trust Fund (2696) which can be used to establish contracts with vendors for installation of energy saving equipment into pool facilities that would reduced utility costs. The vendor would receive compensation through this shared savings.

WHAT IS THE IMPACT OF TAKING THIS REDUCTION?

There would be no immediate impact in taking this reduction as there are no contracts of this type established at this time.

BACKGROUND:

Section 255.249, Florida Statutes, gives DMS the responsibility and authority to operate, maintain and repair buildings in Florida Facilities Pool. This responsibility is carried out through the use of both in-house staff as well as private service providers.

FUNDING DEFICIENCIES TO MEET				
CURRENT LEVEL PROGRAM REQUIREMENTS				4100000
INTERIOR REFURBISHMENT OF LEASED				
SPACE IN THE FLORIDA FACILITIES				
POOL				4100150
SPECIAL CATEGORIES				100000
INTERIOR REFURBISH / LEASE				100857
SUPERVISION TRUST FUND	-STATE	1,951,762	1,951,762	2696 1
		=====	=====	=====

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

COL A03		COL A04		COL A05		CODES
AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	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>
FUNDING DEFICIENCIES TO MEET						
CURRENT LEVEL PROGRAM REQUIREMENTS						4100000
INTERIOR REFURBISHMENT OF LEASED						
SPACE IN THE FLORIDA FACILITIES						
POOL						4100150

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #11: To provide cost-effective, efficient Real Estate Development and Management Services to our customers in the Department of Management Services (DMS) pool facilities.

SUMMARY:

The Department of Management Services, Division of Real Estate Development and Management (REDM) requests \$1,951,762 in nonrecurring budget authority in the Facilities Management budget entity (72400100) in the Interior Refurbishment of Leased Space category (100857) within the Supervision Trust Fund (2696) for the refurbishment of tenant space in several buildings within the Florida Facilities Pool.

The continued refurbishment of tenant space in the Florida Facilities Pool will provide for a better and more productive work environment for the employees that work in the facility as well as citizens that visit the facility.

RETURN ON INVESTMENT (ROI):

While the return on investment is not quantifiable, the continued refurbishment of tenant space in the Florida Facilities Pool will provide for a better and more productive work environment for the employees that work in the facility as well as citizens that visit the facility.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without this funding, there is insufficient budget to pay for the much needed refurbishment of tenant space.

BACKGROUND:

Chapter 255, Florida Statutes defines requirements for how publicly owned buildings are developed, operated and maintained, including statewide rule related authority for DMS. Sections 255.501 through 255.525, Florida Statutes, comprise the Building and Facilities Act, which relates specifically to the creation and management of the Florida Facilities Pool. This includes implementation of construction appropriations, project management oversight, and building maintenance, leasing and long-range strategic planning to address the state's future workspace needs. This chapter also authorizes our responsibility for the operation and maintenance of state-owned structures, defines energy conservation and building sustainability implementation and directs DMS to develop and maintain a state energy management plan.

Due to age and condition, these facilities are in need of re-carpeting, painting, and tenant refurbishment. The total amount necessary for each facility is:

Building:

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	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 DEFICIENCIES TO MEET				
CURRENT LEVEL PROGRAM REQUIREMENTS				4100000
INTERIOR REFURBISHMENT OF LEASED				
SPACE IN THE FLORIDA FACILITIES				
POOL				4100150
Fletcher Building (Tallahassee) - Carpet - \$972,094				
Ft. Myers RSC (Ft. Pierce) - Carpet - \$319,375				
Turlington Building (Tallahassee) - Carpet - \$99,375				
Contingency (statewide) - Carpet - \$60,918				
Capital Circle Office Complex:				
Department of Health Facility - Carpet and Paint - \$500,000				

FUNDING FOR NON-RECURRING PROJECTS				4400000
AGENCY SPATIAL PROGRAMMING AND				
BUSINESS REQUIREMENTS FOR				
FACILITIES				4400610
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
GENERAL REVENUE FUND -STATE	431,932	431,932		1000 1
SUPERVISION TRUST FUND -STATE	1,322,968	1,322,968		2696 1
TOTAL APPRO.....	<u>1,754,900</u>	<u>1,754,900</u>		

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 GOAL #11: To provide cost-effective, efficient real estate development and management services to our customers in the Department of Management Services (DMS) pool facilities.

SUMMARY:
 The Department of Management Services, Division of Real Estate Development and Management (REDM) requests \$1,754,900 in

COL A03		COL A04		COL A05		CODES
AGY REQUEST FY 2018-19	POS	AGY REQ N/R FY 2018-19	POS	AG REQ ANZ FY 2018-19	POS	
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
AGENCY SPATIAL PROGRAMMING AND BUSINESS REQUIREMENTS FOR FACILITIES						4400610

nonrecurring budget authority in the Facilities Management budget entity (72400100) and Contracted Services category (100777) of which \$431,932 is within the General Revenue Fund (1000) and \$1,322,968 is within the Supervision Trust Fund (2696) for agency programming and agency business requirements development for Leon County facilities re-alignment as identified in the 2017 Leon County Property Portfolio Study (LCPP).

Programming entails the basis of design and complete documentation of agency business needs for space, circulation, work unit adjacency, service delivery model, Information Technology infrastructure, Full Time Equivalent (FTE) projections, physical security, data security, etc. It defines the basis of design and sets the baseline for construction costs and schedules. Programming will also include identification of opportunities to implement consistent spatial management policies at both intra and interagency level and electronic document management migration.

This request will provide funding to update the Capital Circle Office Complex (CCOC) Master Plan and Development of Regional Impact (DRI), which are now greater than ten years old; as well as, agency programming dollars to restack the following CCOC buildings more efficiently: Gunter, 4030, 4040, 4050 and 4070.

The requested funds are part of the preliminary due diligence required to realize the initial recommendations of the LCPP, which requires detailed research on actual operational functions and agency affected work concurrencies to best determine recommended solutions, locations, and costs, focusing on:

- Consolidation of Florida Fish and Wildlife Conservation Commission (FWCC) from the Bryant building and two private sector leases into space better suited for their needs.
- Leveraging the CCOC, which should be able to house significantly more FTE's at current space standards of 180 Rentable Square Feet (RSF) per person in both existing buildings and selective new construction. Updating the CCOC master plan (which is greater than ten years old), and DRI, is the first step in this process.

The cost of building new buildings should be largely offset by not continuing to modernize existing buildings. Disposition proceeds and savings associated with the collapse of private leases represent additional cost savings.

These actions will help reduce long term annual lease, operations, maintenance and administration costs while improving agencies productivity by providing modern spaces for modern mission needs and co-location of their operation.

Examples of specific areas to be addressed through Planning and Programming:

- Improvement in workflow management for agency daily operations with efficiencies in their workforce
- Space to support customer service requirements
- Better management of building preventive and predictive maintenance, decreasing overall costs to the state
- Increase in optimization and utilization of current and future buildings
- Decrease in the amount of overall owned square feet the state manages

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
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
AGENCY SPATIAL PROGRAMMING AND				
BUSINESS REQUIREMENTS FOR				
FACILITIES				4400610

- More productive office atmospheres for staff and visitors resulting in a stable workforce

RETURN ON INVESTMENT (ROI):

DMS' preliminary analyses of the LCPP and the Phase 1 recommendations listed above indicate that the State's Leon County Property Portfolio real estate footprint could potentially be reduced by approximately 350,000 RSF, and provide a return of greater than 5% annually. However, planning and programming funding is necessary to refine cost estimates, develop agency requirements and advise future construction design requests. Clearly delineated and specific plans provide the best determination for cost savings, operational functions, and work concurrencies regarding the best locations, solutions, and costs involved. This programming will identify, at a granular level, the detailed and final recommendations on the individual strategies to achieve maximum cost savings. This programming will also identify agencies' specific operational, concurrent, and customer needs; direct and indirect costs, as well as building test fits for various locational scenarios.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without funding of this issue it will be difficult to strategically plan for future space needs and requirements for state agencies.

BACKGROUND:

DMS was funded \$772,655 in Fiscal Year 2016-17 to perform an assessment of aging state government facilities and infrastructure in Leon County. The completed report was submitted to the Governor, President of the Senate and Speaker of the House of Representatives on February 1, 2017. The study identified agencies, locations, buildings for disposal, modernization, restacking and construction of some new buildings. The study provided that the average age of the LCPP buildings is 52 years, it also provided strategic recommendations to optimize the LCPP that would result in the lowest long-term cost of housing without compromising the effectiveness of agencies' missions and includes recommendations on optimal building utilizations, parking, current private-lease costs, and future private-lease needs.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
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
CODE CORRECTIONS				990C000
FIXED CAPITAL OUTLAY				080000
COMPL/AMER DISABIL ACT				081010
SUPERVISION TRUST FUND	-STATE	1,286,000	1,286,000	2696 1

AGENCY NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE: COMPL/AMER DISABIL ACT IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #11: Provide cost-effective, efficient real estate development and management services to our customers in the Department of Management Services (DMS) pool facilities.

SUMMARY:

The Department of Management Services, Division of Real Estate Development and Management (REDM) requests \$1,286,000 of nonrecurring budget authority in the Facilities Management budget entity (72400100), Compliance with Americans with Disabilities Act category (081010) within the Supervision Trust Fund (2696) to correct deficiencies within the Florida Facilities Pool in order to comply with the Americans with Disabilities Act (ADA).

RETURN ON INVESTMENT (ROI):

This investment will assist in ensuring that state buildings are within Americans with Disabilities standards which such items as facility access and restroom accessibility.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without this funding, there is insufficient budget to address the correction deficiencies in order to comply with the ADA within the Florida Facilities Pool.

BACKGROUND:

Chapter 255, Florida Statutes defines requirements for how publicly owned buildings are developed, operated and maintained, including statewide rule related authority for DMS. Sections 255.501 through 255.525, Florida Statutes, comprise the Building and Facilities Act, which relates specifically to the creation and management of the Florida Facilities Pool (FFP). This includes implementation of construction appropriations, project management oversight, and building maintenance, leasing and long-range strategic planning to address the state's future workspace needs. This chapter also authorizes our responsibility for the operation and maintenance of state-owned structures, defines energy conservation and building sustainability implementation and directs DMS to develop and maintain a state energy management plan.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				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
CODE CORRECTIONS				990C000

Florida Facilities Pool buildings have deficiencies related to the compliance with ADA. If this issue is not funded, the Division of Real Estate Development and Management will not have the ability to fund critical projects that are necessary in order to comply with the Americans with Disabilities Act.

This issue is part of the Department's Fixed Capital Outlay request for fiscal year 2018-2019. The Department has statutory oversight for the construction, operation, custodial care, preventive maintenance, repair, alteration, modification and allocation of space for all buildings in the Florida Facilities Pool and administers the state's lease procurement process. The Department of Management Services provides shared services to state agencies and local governments allowing them to focus on their core mission providing cost-effective real estate management and recommendations for the operation of pool buildings. We advise agencies, the Executive Office of the Governor, and the Florida Legislature on fixed capital outlay project needs and manage the costs associated with pool buildings.

LIFE SAFETY PROJ, STW 081400

SUPERVISION TRUST FUND -STATE 1,916,000 1,916,000 2696 1

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AGENCY NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE: LIFE SAFETY PROJ, STW IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #11: Provide cost-effective, efficient real estate development and management services to our customers in the Department of Management Services (DMS) pool facilities.

SUMMARY:

The Department of Management Services, Division of Real Estate Development and Management requests \$1,916,000 of nonrecurring budget authority in the Facilities Management budget entity (72400100), Life Safety Projects Statewide category (081400) within the Supervision Trust Fund (2696) to provide funding to address correction of fire, and life safety and health deficiencies within the Florida Facilities Pool.

RETURN ON INVESTMENT (ROI):

This investment helps to ensure state buildings are safe for employees and visitors. This includes replacement of fire alarm systems.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				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
CODE CORRECTIONS				990C000

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without this funding, there is insufficient budget to address the correction of fire, and life safety and health deficiencies within the Florida Facilities Pool.

BACKGROUND:

Chapter 255, Florida Statutes, defines requirements for how publicly owned buildings are developed, operated and maintained, including statewide rule related authority for DMS. Sections 255.501 through 255.525, Florida Statutes, comprise the Building and Facilities Act, which relates specifically to the creation and management of the Florida Facilities Pool. This includes implementation of construction appropriations, project management oversight, building maintenance, and leasing and long-range strategic planning to address the state's future workspace needs. This chapter also authorizes the department's responsibility for the operation and maintenance of state-owned structures, defines energy conservation and building sustainability implementation and directs DMS to develop and maintain a state energy management plan.

This issue is part of the Department's Fixed Capital Outlay request for fiscal year 2018-2019. The Department has statutory oversight for the construction, operation, custodial care, preventive maintenance, repair, alteration, modification and allocation of space for all buildings in the Florida Facilities Pool and administers the state's lease procurement process. The Department of Management Services provides shared services to state agencies and local governments allowing them to focus on their core mission providing cost-effective real estate management and recommendations for the operation of pool buildings. The department advises agencies, the Executive Office of the Governor, and the Florida Legislature on fixed capital outlay project needs and manage the costs associated with pool buildings.

TOTAL: CODE CORRECTIONS				990C000
TOTAL ISSUE.....	3,202,000	3,202,000		
	=====	=====	=====	

DEBT SERVICE				990D000
FIXED CAPITAL OUTLAY				080000
DEBT SERVICE				089070

FL FACILITIES POOL CLR TF -STATE	3,736,225-			2313 1
	=====	=====	=====	

AGENCY NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE: DEBT SERVICE IT COMPONENT? NO

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
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
DEBT SERVICE				990D000

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #11: Provide cost-effective, efficient real estate development and management services to our customers in the Department of Management Services (DMS) pool facilities.

SUMMARY:

The Department of Management Services, Division of Real Estate Development and Management requests a decrease of (\$3,736,225) in recurring budget authority in the Facilities Management budget entity (72400100), Debt Service category (089070) within the Florida Facilities Pool Clearing Trust Fund (2313) based on a decreased debt service obligation for Fiscal Year 2018-2019.

This decrease in budget authority is to align budget authority with debt service obligations for Fiscal Year 2018-2019.

RETURN ON INVESTMENT (ROI):

The proposed decrease will continue to allow the department to meet the debt service obligations of the Florida Facilities Pool (FFP).

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

The budget authority will not be aligned with the debt service obligations for the FFP for Fiscal Year 2018-2019.

BACKGROUND:

Chapter 255, Florida Statutes, defines requirements for how publicly owned buildings are developed, operated and maintained, including statewide rule related authority for DMS. Sections 255.501 through 255.525, Florida Statutes, comprise the Building and Facilities Act, which relates specifically to the creation and management of the FFP. This includes implementation of construction appropriations, project management oversight, and building maintenance, leasing and long-range strategic planning to address the state's future workspace needs. This chapter also authorizes responsibility for the operation and maintenance of state-owned structures, defines energy conservation and building sustainability implementation and directs DMS to develop and maintain a state energy management plan.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				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
ESTIMATED EXPENDITURES - FIXED				
CAPITAL OUTLAY				990I000
FIXED CAPITAL OUTLAY				080000
DEBT SERVICE				089070
FL FACILITIES POOL CLR TF -STATE	26,778,494			2313 1
	=====	=====	=====	
MAINTENANCE AND REPAIR				990M000
FIXED CAPITAL OUTLAY				080000
CAP. DEPRE. - GENERAL				083400
GENERAL REVENUE FUND -STATE	30,000,000	30,000,000		1000 1
SUPERVISION TRUST FUND -STATE	5,089,589	5,089,589		2696 1
	-----	-----	-----	
TOTAL APPRO.....	35,089,589	35,089,589		
	=====	=====	=====	

AGENCY NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE: CAP. DEPRE. - GENERAL IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 GOAL #11: Provide cost-effective, efficient real estate development and management services to our customers in the Department of Management Services (DMS) pool facilities.

SUMMARY:
 The Department of Management Services, Division of Real Estate Development and Management requests \$5,089,589 of nonrecurring budget authority in the Facilities Management budget entity (72400100) and Capital Depreciation General category (083400) within the Supervision Trust Fund (2696) to correct statewide general building deficiencies within the Florida Facilities Pool.

In addition, the Department of Management Services, Division of Real Estate Development and Management requests \$30,000,000 of nonrecurring budget authority in the Facilities Management budget entity (72400100) and Capital Depreciation General category (083400) within the General Revenue Fund (1000) for repairs to the House parking garage.

RETURN ON INVESTMENT (ROI):
 The continued investment in capital maintenance items in the Florida Facilities Pool will provide for an efficient and safe environment for both the employees that are housed in the facilities as well as visitors to facilities. Without

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
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

this investment, it is possible that major building systems will fail, resulting in higher long term maintenance and operating costs.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without this funding, there is insufficient budget to address the correction of building deficiencies within the Florida Facilities Pool and Capitol.

BACKGROUND:

Chapter 255, Florida Statutes, defines requirements for how publicly owned buildings are developed, operated and maintained, including statewide rule related authority for DMS. Sections 255.501 through 255.525, Florida Statutes, comprise the Building and Facilities Act, which relates specifically to the creation and management of the Florida Facilities Pool. This includes implementation of construction appropriations, project management oversight, and building maintenance, leasing and long-range strategic planning to address the state's future workspace needs. This chapter also authorizes responsibility for the operation and maintenance of state-owned structures, defines energy conservation and building sustainability implementation and directs DMS to develop and maintain a state energy management plan.

The Florida Pooled Facilities require general building maintenance to include: electrical, roofing, plumbing, and mechanical. If this issue is not funded, the Division of Real Estate Development and Management will not have the ability to implement projects that are necessary for these various building systems.

This issue is part of the Department's Fixed Capital Outlay request for fiscal year 2018-2019. The Department has statutory oversight for the construction, operation, custodial care, preventive maintenance, repair, alteration, modification and allocation of space for all buildings in the Florida Facilities Pool and administers the state's lease procurement process. The Department of Management Services provides shared services to state agencies and local governments allowing them to focus on their core mission providing cost-effective real estate management and recommendations for the operation of pool buildings. The department advises agencies, the Executive Office of the Governor, and the Florida Legislature on fixed capital outlay project needs and manage the costs associated with pool buildings.

TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
GENERAL REVENUE FUND	30,431,932	30,431,932		1000
TRUST FUNDS	90,807,977	11,666,319		2000
TOTAL POSITIONS.....	256.50			
TOTAL PROG COMP.....	121,239,909	42,098,251		
TOTAL SALARY RATE.....	9,614,472			
	=====	=====	=====	

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: FACILITIES PROGRAM							72400000
<u>BUILDING CONSTRUCTION</u>							72400200
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	610,435						
=====							
SALARIES AND BENEFITS							010000
ARCHITECTS INCIDENTAL TF -STATE	11.00	860,750					2033 1
=====							
EXPENSES							040000
ARCHITECTS INCIDENTAL TF -STATE		122,002					2033 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
ARCHITECTS INCIDENTAL TF -STATE		46,341					2033 1
=====							
RISK MANAGEMENT INSURANCE							103241
ARCHITECTS INCIDENTAL TF -STATE		2,725					2033 1
=====							
LEASE/PURCHASE/EQUIPMENT							105281
ARCHITECTS INCIDENTAL TF -STATE		1,613					2033 1
=====							
TR/DMS/HR SVCS/STW CONTRCT							107040
ARCHITECTS INCIDENTAL TF -STATE		3,498					2033 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
ARCHITECTS INCIDENTAL TF -STATE		9,845					2033 1
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: FACILITIES PROGRAM				72400000
<u>BUILDING CONSTRUCTION</u>				72400200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS				1001000
TOTAL POSITIONS.....	11.00			
TOTAL ISSUE.....		1,046,774		
TOTAL SALARY RATE.....	610,435			
	=====	=====	=====	
CASUALTY INSURANCE PREMIUM				
ADJUSTMENT				1001090
SPECIAL CATEGORIES				100000
RISK MANAGEMENT INSURANCE				103241
ARCHITECTS INCIDENTAL TF -STATE		311		2033 1
	=====	=====	=====	
SALARY INCREASES FOR FY 2017-18 -				
STATEWIDE - EFFECTIVE 10/1/2017				1001600
SALARY RATE				000000
SALARY RATE.....	12,200			
	=====	=====	=====	
SALARIES AND BENEFITS				010000
ARCHITECTS INCIDENTAL TF -STATE		10,575		2033 1
	=====	=====	=====	
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
ARCHITECTS INCIDENTAL TF -STATE		25		2033 1
	=====	=====	=====	
TOTAL: SALARY INCREASES FOR FY 2017-18 -				1001600
STATEWIDE - EFFECTIVE 10/1/2017				
TOTAL ISSUE.....		10,600		
TOTAL SALARY RATE.....	12,200			
	=====	=====	=====	

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: FACILITIES PROGRAM							72400000
<u>BUILDING CONSTRUCTION</u>							72400200
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
SALARIES AND BENEFITS							010000
ARCHITECTS INCIDENTAL TF -STATE		2,462					2033 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
ARCHITECTS INCIDENTAL TF -STATE		9					2033 1
=====							
TOTAL: FLORIDA RETIREMENT SYSTEM							1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							
TOTAL ISSUE.....		2,471					
=====							
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
ARCHITECTS INCIDENTAL TF -STATE		14-					2033 1
=====							
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
ARCHITECTS INCIDENTAL TF -STATE		46-					2033 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: FACILITIES PROGRAM							72400000
<u>BUILDING CONSTRUCTION</u>							72400200
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
STATEWIDE SALARY INCREASE FOR FY 2017-18 - THREE MONTHS ANNUALIZATION							26A6300
SALARIES AND BENEFITS							010000
ARCHITECTS INCIDENTAL TF -STATE		3,525					2033 1
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
ARCHITECTS INCIDENTAL TF -STATE		8					2033 1
TOTAL: STATEWIDE SALARY INCREASE FOR FY 2017-18 - THREE MONTHS ANNUALIZATION							26A6300
TOTAL ISSUE.....		3,533					
TOTAL: GOVERNMENTAL OPERATIONS BY FUND TYPE							<u>1601.00.00.00</u>
TRUST FUNDS.....	11.00						
SALARY RATE.....		1,063,629					2000
		622,635					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>FEDERAL PROPERTY ASSIST</u>							72600200
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....		148,876					
=====							
SALARIES AND BENEFITS							010000
5.00							
SURPLUS PROPERTY REVOLV TF-STATE		253,855					2699 1
=====							
EXPENSES							040000
SURPLUS PROPERTY REVOLV TF-STATE		82,938					2699 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
SURPLUS PROPERTY REVOLV TF-STATE		6,379					2699 1
=====							
RISK MANAGEMENT INSURANCE							103241
SURPLUS PROPERTY REVOLV TF-STATE		1,351					2699 1
=====							
TR/DMS/HR SVCS/STW CONTRCT							107040
SURPLUS PROPERTY REVOLV TF-STATE		1,437					2699 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
SURPLUS PROPERTY REVOLV TF-STATE		1,862					2699 1
=====							
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....		5.00					
TOTAL ISSUE.....		347,822					
TOTAL SALARY RATE.....		148,876					
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>FEDERAL PROPERTY ASSIST</u>				72600200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
CASUALTY INSURANCE PREMIUM				
ADJUSTMENT				1001090
SPECIAL CATEGORIES				100000
RISK MANAGEMENT INSURANCE				103241
SURPLUS PROPERTY REVOLV TF-STATE		3		2699 1
=====				
SALARY INCREASES FOR FY 2017-18 -				
STATEWIDE - EFFECTIVE 10/1/2017				1001600
SALARY RATE				000000
SALARY RATE.....		6,600		
=====				
SALARIES AND BENEFITS				010000
SURPLUS PROPERTY REVOLV TF-STATE		5,720		2699 1
=====				
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
SURPLUS PROPERTY REVOLV TF-STATE		5		2699 1
=====				
TOTAL: SALARY INCREASES FOR FY 2017-18 -				1001600
STATEWIDE - EFFECTIVE 10/1/2017				
TOTAL ISSUE.....		5,725		
TOTAL SALARY RATE.....		6,600		
=====				
FLORIDA RETIREMENT SYSTEM				
ADJUSTMENT FOR FY 2017-18 - NORMAL				
COST, UNFUNDED ACTUARIAL LIABILITY,				
RENEWED MEMBERSHIP/DEATH BENEFITS				1001660
SALARIES AND BENEFITS				010000
SURPLUS PROPERTY REVOLV TF-STATE		1,806		2699 1
=====				

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>FEDERAL PROPERTY ASSIST</u>				72600200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
FLORIDA RETIREMENT SYSTEM				
ADJUSTMENT FOR FY 2017-18 - NORMAL				
COST, UNFUNDED ACTUARIAL LIABILITY,				
RENEWED MEMBERSHIP/DEATH BENEFITS				1001660
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
SURPLUS PROPERTY REVOLV TF-STATE	2			2699 1
=====				
TOTAL: FLORIDA RETIREMENT SYSTEM				1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL				
COST, UNFUNDED ACTUARIAL LIABILITY,				
RENEWED MEMBERSHIP/DEATH BENEFITS				
TOTAL ISSUE.....	1,808			
=====				
REALLOCATION OF HUMAN RESOURCES				
OUTSOURCING				1005900
SPECIAL CATEGORIES				100000
TR/DMS/HR SVCS/STW CONTRCT				107040
SURPLUS PROPERTY REVOLV TF-STATE	6-			2699 1
=====				
STATE ENTERPRISE INFORMATION				
TECHNOLOGY DISTRIBUTION				1006600
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
SURPLUS PROPERTY REVOLV TF-STATE	9-			2699 1
=====				

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>FEDERAL PROPERTY ASSIST</u>				72600200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ANNUALIZATION OF ADMINISTERED				
FUNDS APPROPRIATIONS				26A0000
STATEWIDE SALARY INCREASE FOR FY				
2017-18 - THREE MONTHS				
ANNUALIZATION				26A6300
SALARIES AND BENEFITS				010000
SURPLUS PROPERTY REVOLV TF-STATE	1,907			2699 1
=====	=====	=====	=====	
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
SURPLUS PROPERTY REVOLV TF-STATE	2			2699 1
=====	=====	=====	=====	
TOTAL: STATEWIDE SALARY INCREASE FOR FY				26A6300
2017-18 - THREE MONTHS				
ANNUALIZATION				
TOTAL ISSUE.....	1,909			
=====	=====	=====	=====	
TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
	5.00			
TRUST FUNDS.....	357,252			2000
SALARY RATE.....	155,476			
=====	=====	=====	=====	

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>							72600300
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	339,995						
=====							
SALARIES AND BENEFITS							010000
OPERATING TRUST FUND -STATE	6.00	502,445					2510 1
=====							
EXPENSES							040000
OPERATING TRUST FUND -STATE		58,708					2510 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
OPERATING TRUST FUND -STATE		552,988					2510 1
=====							
RISK MANAGEMENT INSURANCE							103241
OPERATING TRUST FUND -STATE		863					2510 1
=====							
LEASE/PURCHASE/EQUIPMENT							105281
OPERATING TRUST FUND -STATE		1,247					2510 1
=====							
TR/DMS/HR SVCS/STW CONTRCT							107040
OPERATING TRUST FUND -STATE		2,589					2510 1
=====							
PAY/EXP/SALE OF AGENCY VEH							107260
OPERATING TRUST FUND -STATE		695,000					2510 1
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	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
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
OPERATING TRUST FUND -STATE	36,224			2510 1
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS				1001000
TOTAL POSITIONS.....	6.00			
TOTAL ISSUE.....	1,850,064			
TOTAL SALARY RATE.....	339,995			
CASUALTY INSURANCE PREMIUM				1001090
ADJUSTMENT				100000
SPECIAL CATEGORIES				103241
RISK MANAGEMENT INSURANCE				
OPERATING TRUST FUND -STATE	843			2510 1
SALARY INCREASES FOR FY 2017-18 -				1001600
STATEWIDE - EFFECTIVE 10/1/2017				000000
SALARY RATE				
SALARY RATE.....	6,400			
SALARIES AND BENEFITS				010000
OPERATING TRUST FUND -STATE	5,586			2510 1
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
OPERATING TRUST FUND -STATE	92			2510 1
TOTAL: SALARY INCREASES FOR FY 2017-18 -				1001600
STATEWIDE - EFFECTIVE 10/1/2017				
TOTAL ISSUE.....	5,678			
TOTAL SALARY RATE.....	6,400			

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>							72600300
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
SALARIES AND BENEFITS							010000
OPERATING TRUST FUND -STATE		1,269					2510 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		32					2510 1
=====							
TOTAL: FLORIDA RETIREMENT SYSTEM							1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							
TOTAL ISSUE.....		1,301					
=====							
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
OPERATING TRUST FUND -STATE		11-					2510 1
=====							
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		169-					2510 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 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
NONRECURRING EXPENDITURES							2100000
FLEET MANAGEMENT INFORMATION SYSTEM							2103170
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
OPERATING TRUST FUND -STATE		99,693-					2510 1
=====							
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
STATEWIDE SALARY INCREASE FOR FY 2017-18 - THREE MONTHS							
ANNUALIZATION							26A6300
SALARIES AND BENEFITS							010000
OPERATING TRUST FUND -STATE		1,862					2510 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		31					2510 1
=====							
TOTAL: STATEWIDE SALARY INCREASE FOR FY 2017-18 - THREE MONTHS							26A6300
ANNUALIZATION							
TOTAL ISSUE.....		1,893					
=====							
PROGRAM OR SERVICE-LEVEL INFORMATION TECHNOLOGY							3630000
FLEET MANAGEMENT INFORMATION SYSTEM							36334C0
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
OPERATING TRUST FUND -STATE		108,640					2510 1
=====							

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
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						<u>1601.00.00.00</u>
PROGRAM OR SERVICE-LEVEL						
INFORMATION TECHNOLOGY						3630000
FLEET MANAGEMENT INFORMATION SYSTEM						36334C0

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #9: To provide efficient fleet management of motor vehicles and watercraft. This issue impacts the Motor Vehicle/Watercraft Management activity.

SUMMARY:

The Department of Management Services, Bureau of Motor Vehicle and Watercraft Management (Fleet Management) requests \$108,640 in recurring budget authority in the Motor Vehicle and Watercraft Management budget entity (72600300) and Contracted Services category (100777) within the Operating Trust Fund (2510) in order to have sufficient budget authority to pay the annual licensing cost for the Fleet Management Information System (FMIS).

RETURN ON INVESTMENT (ROI):

The Department of Management Services received \$1,761,243 of nonrecurring General Revenue to upgrade and replace the current fleet management system in Fiscal Year 2016-2017. This additional budget authority will ensure the annual license for FMIS is maintained thereby maintaining the benefit of the initial investment.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

If this issue is not funded, the Department will have insufficient budget authority to maintain the annual license for FMIS.

BACKGROUND:

The Department of Management Services received \$1,761,243 of nonrecurring General Revenue to upgrade and replace the current fleet management system in Fiscal Year 2016-2017. In Fiscal Year 2017-2018 the Department received \$453,656 in Operating Trust Fund (2510) of which \$99,963 was nonrecurring for Independent Verification and Validation Services. The recurring appropriation of \$353,963 and \$108,640 of the budget authority reappropriated from the initial appropriation totaling \$462,603 are being utilized to pay the annual licensing costs for FMIS in Fiscal Year 2017-2018. As the \$108,640 of budget authority from the initial appropriation for FMIS will not be available in Fiscal Year 2018-2019 the issue is requesting to establish this budget authority on a recurring bases.

TOTAL: GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
BY FUND TYPE						
	6.00					
TRUST FUNDS.....		1,868,546				2000
SALARY RATE.....	346,395					
	=====	=====	=====	=====		

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>PURCHASING OVERSIGHT</u>							72600400
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	2,945,928						
=====							
SALARIES AND BENEFITS							010000
OPERATING TRUST FUND -STATE	49.00						
	4,088,522						2510 1
=====							
OTHER PERSONAL SERVICES							030000
OPERATING TRUST FUND -STATE	10,000						
							2510 1
=====							
EXPENSES							040000
OPERATING TRUST FUND -STATE	391,418						
							2510 1
=====							
OPERATING CAPITAL OUTLAY							060000
OPERATING TRUST FUND -STATE	15,859						
							2510 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
OPERATING TRUST FUND -STATE	88,847						
							2510 1
=====							
ARTHUR G. DOZIER SCHOOL							100795
GENERAL REVENUE FUND -STATE	700,000						
							1000 1
=====							
RISK MANAGEMENT INSURANCE							103241
OPERATING TRUST FUND -STATE	9,469						
							2510 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>PURCHASING OVERSIGHT</u>							72600400
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
CONTRACTED LEGAL SERVICES							103884
OPERATING TRUST FUND -STATE		30,000					2510 1
=====							
WEB-BASED E-PROCUREMENT SYS							104502
OPERATING TRUST FUND -STATE		10,509,600					2510 1
=====							
PROJECT MGT PROF TRAINING							104514
OPERATING TRUST FUND -STATE		60,000					2510 1
=====							
LEASE/PURCHASE/EQUIPMENT							105281
OPERATING TRUST FUND -STATE		4,000					2510 1
=====							
TR/DMS/HR SVCS/STW CONTRCT							107040
OPERATING TRUST FUND -STATE		14,905					2510 1
=====							
TR/DEPT OF FINANCIAL SRVCS							109257
OPERATING TRUST FUND -STATE		1,500,000					2510 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		194,456					2510 1
=====							
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....		49.00					
TOTAL ISSUE.....		17,617,076					
TOTAL SALARY RATE.....		2,945,928					
=====							

	COL A03		COL A04		COL A05		CODES
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>PURCHASING OVERSIGHT</u>							72600400
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
CASUALTY INSURANCE PREMIUM							
ADJUSTMENT							1001090
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
OPERATING TRUST FUND -STATE		1,488-					2510 1
=====							
SALARY INCREASES FOR FY 2017-18 -							
STATEWIDE - EFFECTIVE 10/1/2017							1001600
SALARY RATE							000000
SALARY RATE.....		50,384					
=====							
SALARIES AND BENEFITS							010000
OPERATING TRUST FUND -STATE		43,870					2510 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		495					2510 1
=====							
TOTAL: SALARY INCREASES FOR FY 2017-18 -							1001600
STATEWIDE - EFFECTIVE 10/1/2017							
TOTAL ISSUE.....		44,365					
TOTAL SALARY RATE.....		50,384					
=====							
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							1001660
COST, UNFUNDED ACTUARIAL LIABILITY,							010000
RENEWED MEMBERSHIP/DEATH BENEFITS							
SALARIES AND BENEFITS							
OPERATING TRUST FUND -STATE		13,832					2510 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>PURCHASING OVERSIGHT</u>							72600400
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		174					2510 1
=====							
TOTAL: FLORIDA RETIREMENT SYSTEM							1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							
TOTAL ISSUE.....		14,006					
=====							
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
OPERATING TRUST FUND -STATE		61-					2510 1
=====							
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		908-					2510 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>PURCHASING OVERSIGHT</u>							72600400
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
NONRECURRING EXPENDITURES							2100000
ARTHUR G. DOZIER SCHOOL FOR BOYS -							
CH 2017-69, LOF (HB 7115)							2103010
SPECIAL CATEGORIES							100000
ARTHUR G. DOZIER SCHOOL							100795
GENERAL REVENUE FUND -STATE		700,000-					1000 1
=====							
ANNUALIZATION OF ADMINISTERED							
FUNDS APPROPRIATIONS							26A0000
STATEWIDE SALARY INCREASE FOR FY							
2017-18 - THREE MONTHS							
ANNUALIZATION							26A6300
SALARIES AND BENEFITS							010000
OPERATING TRUST FUND -STATE		14,623					2510 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		165					2510 1
=====							
TOTAL: STATEWIDE SALARY INCREASE FOR FY							26A6300
2017-18 - THREE MONTHS							
ANNUALIZATION							
TOTAL ISSUE.....		14,788					
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PURCHASING OVERSIGHT</u>				72600400
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
WORKLOAD				3000000
ADDITIONAL RESOURCES FOR PROJECT				
MANAGEMENT PROFESSIONAL TRAINING				3009610
SPECIAL CATEGORIES				100000
PROJECT MGT PROF TRAINING				104514
OPERATING TRUST FUND				
-STATE	120,000			2510 1

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #6: Provide best value in purchasing to provide a high-level of services to the public while reducing costs for taxpayers. This issue impacts the Establish and administer state term (master) contracts and negotiated agreements activity.

SUMMARY:

The Department of Management Services (DMS), Division of State Purchasing requests \$120,000 in recurring budget authority in the Purchasing Oversight budget entity (72600400) in the Project Management Professional Training category (104514) within the Operating Trust Fund (2510) to procure Project Management Professional (PMP) examination preparation training services for state employees seeking certification, as well as Professional Development Unit (PDU) training services for state employees seeking to renew an existing certification. PMP certification is required for state employees participating in specific procurements in accordance with Section 287.057(16)(b), Florida Statutes, as well as certain information technology projects in accordance with Rule 74-1.009(7), Florida Administrative Code.

Each year, approximately \$25,000 of the existing appropriation funds PDU training services for state employees to renew existing certifications. The remaining \$35,000 funds examination preparation training and the payment of testing fees for approximately fourteen state employees per year; since Fiscal Year 2011-2012, DMS has funded examination preparation training for 126 state employees. However, as of Fiscal Year 2016-2017, state agencies have identified approximately 417 state employees that require initial PMP certification; that need is expected to increase by as much as 30% with the implementation of Rule 74-1.009(7), Florida Administrative Code. DMS will be able to fulfill approximately 34.3% of the statewide need for initial PMP certification through Fiscal Year 2021-2022 at the current funding level. The requested \$120,000 increase in recurring funds will allow DMS to provide initial PMP certification for approximately 62 state employees annually (i.e. approximately 94.2% of the statewide need through Fiscal Year 2021-2022), as well as PDU training services for those state employees to retain certification throughout subsequent years.

RETURN ON INVESTMENT (ROI):

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PURCHASING OVERSIGHT</u>				72600400
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
WORKLOAD				3000000
ADDITIONAL RESOURCES FOR PROJECT				
MANAGEMENT PROFESSIONAL TRAINING				3009610

Accurately assessing return on investment for training programs is a difficult science, as often the benefits are more indirect and difficult to assess from a strictly fiscal perspective. Currently, the worldwide standard for evaluating training effectiveness is the four-level Kirkpatrick model. Created in 1959 and updated in 1994, this model considers training from four perspectives: reaction, learning, behavior, and results.

In terms of the PMP certification training, at Level 1 (reaction), participant responses have been overwhelmingly positive. On post-course evaluations, students rated the course materials at 4.63 out of five on a Likert-type scale, an overall satisfaction of 92.6% in relation to courses previously offered. Since the PMP examination preparation services are procured annually, DMS is able to create minimum requirements for participant satisfaction as a requirement of the contract, and can therefore accurately project that Kirkpatrick's Level 1 evaluation criteria will remain highly-rated for the life of the program.

Level 2 of the Kirkpatrick model assesses the training participant's learning gains. Beginning in Fiscal Year 2017-2018, DMS will require pre-test practice exams of the selected vendor for the training service to better assess learning when compared with the final course practice exam. This measure will provide an indication of student learning gains within the classroom setting. To further ensure the training is effective in terms of Level 2 evaluation, DMS tracks passing rates of students who attempt the PMP examination. In 2014, DMS enacted changes in program orientation, the length of the required examination preparation course (extended from 3 to 4 days), and participant applications to enter the DMS PMP program. Since those changes were implemented, the student passing rate has increased by just over 23%. This is an exceptionally large increase in a short span, and DMS anticipates regression to the mean in future analysis of this rate. DMS projects an increased passing rate of at least 3-5% annually through continued refinements to the program.

Given that this training service is offered to all agencies, it is nearly impossible to conduct a feasible Level 3 (behavior) analysis, as each agency has differing sets of policies and procedures, project timelines, requirements, and supervisory oversight. Likewise, at Level 4 (results) variance in agency function, mission, and goals prevent an accurate assessment.

In 2008, PMI's Pulse of the Profession found that, "Having project managers without PMP certification results in a lower percent of projects coming in on time and on budget, especially when less than 10 percent of the project managers in the company are PMPs. Organizations with less than 10 percent of project managers who are PMPs are also much less likely to indicate an increase in projects successfully meeting the goals and business intent. Though the exact measure is unknown, using this assessment of the PMP credential as a framework, it is realistic to expect that agencies can realize a more successful return on investment.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

At the current funding level, there is a critically small population of PMP-certified state employees available to participate in specific procurements as required by Section 287.057(16)(b), Florida Statutes, and certain information technology projects as required by Rule 74-1.009(7), Florida Administrative Code. If a procurement or information technology project requires the participation of a PMP-certified state employee, but one is not readily available, the

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PURCHASING OVERSIGHT</u>				72600400
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
WORKLOAD				3000000
ADDITIONAL RESOURCES FOR PROJECT				
MANAGEMENT PROFESSIONAL TRAINING				3009610

procurement or project may be delayed, resulting in a delay in service delivery to the public. Additionally, a temporary reallocation of resources may be required to assign a PMP-certified state employee to a required procurement or project, removing the employee from his/her regular duties and resulting in a potential impact to services unrelated to the procurement or information technology project.

BACKGROUND:

In accordance with Section 287.057(16)(b), Florida Statutes, if the value of a contract is in excess of \$10 million in any fiscal year, at least one of the persons conducting negotiations must be a Project Management Professional, as certified by the Project Management Institute. In August 2016, the Agency for State Technology (AST) implemented a new rule that further increases the need for PMP-certified state employees; per Rule 74-1.009(7), Florida Administrative Code, a PMP Certified Project Manager is required for any project meeting the criteria for AST oversight.

The Project Management Institute (PMI), which is the governing body for PMP certification, has stringent requirements for individuals to obtain and renew certification. DMS contracts for the delivery of examination preparation training and the payment of testing fees for state employees, as well as PDU training services for state employees, which is required to renew existing certifications. The cost associated with obtaining certification is approximately \$2,500 per individual, and the annual cost associated with renewing certification is approximately \$110 per individual.

FUNDING DEFICIENCIES TO MEET				
CURRENT LEVEL PROGRAM REQUIREMENTS				4100000
MYFLORIDAMARKETPLACE				41007C0
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
OPERATING TRUST FUND	-STATE	75,000	75,000	2510 1

=====

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #7: Enhance purchasing processes using MyFloridaMarketPlace (MFMP). This issue impacts the Establish and administer

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PURCHASING OVERSIGHT</u>				72600400
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
FUNDING DEFICIENCIES TO MEET				4100000
CURRENT LEVEL PROGRAM REQUIREMENTS				41007C0
MYFLORIDAMARKETPLACE				

state term (master) contracts and negotiated agreements activity.

SUMMARY:

The Department of Management Services, Division of State Purchasing requests \$75,000 in nonrecurring budget authority in the Purchasing Oversight budget entity (72600400) in the Contracted Services category (100777) within the Operating Trust Fund (2510) to provide independent verification and validation (IV and V) services to develop a procurement vehicle to migrate the existing MFMP application to a new platform to improve access to applications and data. MFMP is maintained by the department in accordance with Section 287.057(22), Florida Statutes.

RETURN ON INVESTMENT (ROI):

The department seeks to maintain an efficient and dynamic online marketplace for agencies to use to acquire commodities and services necessary to fulfill their mission. As the Department of Management Services (DMS) continues to leverage technology to provide enhanced services to its agency customers and the citizens of Florida, an efficient, scalable marketplace platform plays a critical role in ensuring that agencies are able to acquire the commodities and services they need.

As a significant enterprise system, any migration of MFMP will require the Department to consider IV and V services to assist with the development of the procurement documents. These IV and V services would be used in Fiscal Year 2018 2019 to review and analyze the procurement documents, prior to their issuance by the Department. These services will ensure that the procurement documents ask for a platform that will meet the State's needs and provide the necessary eProcurement functions at a reasonable cost. IV and V services will ensure that DMS purchases the right software solution at the right price with the right functionality.

While Chapter 287, Florida Statutes, requires agencies to use MFMP, eligible users may also use the system to purchase goods and services via state term contracts established by the department. Currently, state term contract purchases by eligible users are not reported through MFMP; vendors are required to report purchases to the department in a separate, manual process. Capturing eligible user purchases in MFMP would reduce the burden on the vendor community and enable the department to accurately track eligible user spend. An increase in verifiable spend by eligible users, in addition to state agency spend, would significantly increase the purchasing power of the State of Florida.

Migrating MFMP to a new platform is an important risk mitigation strategy with regard to the ever rapidly advancing web standards and technologies, security threat considerations, and overall technology support requirements. Additionally, providing a new platform will sustain Florida as the leader in government procurement operations. Finally, the success, stability, and maturity of MFMP as a program will be extended, taking advantage of the next generation of information technology.

TIMELINE:

FY 2017 - 2018 September 15, 2017 Issue Legislative Budget Request (LBR) for MFMP IV and V services - \$75,000 (6 months intermittent support)

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
						72000000
						72600000
						72600400
						16
						<u>1601.00.00.00</u>
						4100000
						41007C0

MANAGEMENT SRVCS, DEPT OF
 PGM: SUPPORT PROGRAM
PURCHASING OVERSIGHT
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 FUNDING DEFICIENCIES TO MEET
 CURRENT LEVEL PROGRAM REQUIREMENTS
 MYFLORIDAMARKETPLACE

FY 2018 - 2019	July 2018	Develop solicitation and procure IV and V services
FY 2018 - 2019	September 2018	Develop solicitation, scope of work, and project plans for new MFMP Platform
FY 2018 - 2019	October 15, 2018	Issue LBR for MFMP IV and V services - \$112,000 (9 months of support)
FY 2018 - 2019	December 2018	Issue the solicitation for new MFMP Platform
FY 2019 - 2020	October 15, 2019	Complete procurement and LBR Issue for IV and V
FY 2019 - 2020	July 2020	Begin implementation
FY 2020 - 2021	June 2021	Complete MFMP application migration and transition
FY 2021 - 2022	July 1, 2021	New Contract Begins

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

A migration of MFMP to a new platform is absolutely essential to maintain operation of the system. The heart of the current MFMP platform, Ariba version 9r1 with its Buyer, Sourcing and Analysis modules, is a highly-customized eProcurement solution which operates on an Oracle 11.2 database environment. The Oracle environment reached the end of its support in December of 2015. This means that the system is no longer receiving updates to patch security flaws in the database software. As the MFMP code base stagnates, browser incompatibilities arise and system functionality becomes deprecated.

BACKGROUND:

In accordance with Section 287.057(22), Florida Statutes, MFMP is the State of Florida's web-based electronic procurement system, serving both agencies and vendors, by providing a web-based program for state purchasers and vendors to exchange products and services. MFMP allows for the registration of vendors, management and display of contracted catalogs of products, the location of products by buyers, order placement, purchase approvals, invoice reconciliations and payment approvals, all within one system. Users can create solicitations in the Sourcing module, and users can analyze spend using various reporting capabilities in the Analysis module. Through its integration with the state's accounting system, the Florida Accounting Information Resource (FLAIR), MFMP has full procurement capability offering supply management, purchase orders, invoice reconciliation, and accounts payable.

MyFloridaMarketPlace's core system is based on the Ariba application platform. Ariba is a Commercial Off-The-Shelf (COTS) system on which more than 350 customizations have been programmed over the life of the system. Many of these customizations were developed to integrate MFMP with FLAIR, or are required by statute or rule. MFMP's service and support is currently outsourced to a vendor. The Vendor's 46 staff maintain the hardware, operating system infrastructure, procurement application modules and components of Ariba, which includes the Buyer, Sourcing, and Analysis modules. Ariba Buyer, provides for purchase orders, invoicing, receiving, contract compliance, and the online catalog. Ariba Sourcing provides for the posting of bids and solicitations. Ariba Analysis provides reporting and spend analytics of transactions. The vendor also developed the Vendor Information Portal (VIP) which is a completely customized application that provides for vendor registrations, contract reporting, commodity codes, and the billing and collection of transaction fees in accordance with Section 287.042(1)(h), Florida Statutes. The vendor also provides project administration, operational support, technical application support, and the MFMP customer help desk services. The final component of the MFMP system is the Vendor Bid System (VBS), developed by the department to provide the state with an

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PURCHASING OVERSIGHT</u>				72600400
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
FUNDING DEFICIENCIES TO MEET				4100000
CURRENT LEVEL PROGRAM REQUIREMENTS				41007C0
MYFLORIDAMARKETPLACE				

online repository for formal competitive solicitations, pursuant to Section 287.042(3), Florida Statutes. The department provides project administration, operational support, technical application support, and customer support for this application.

The current contract with the vendor began on February 1, 2013, and was renewed through June 30, 2021. The current version of the Ariba platform (9r1) has been in continuous operation since the last upgrade of MFMP. The vendor has provided the state with a transition plan to a new vendor that will take at least twelve months to execute.

TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
	49.00			
TRUST FUNDS.....	17,182,778	75,000		2000
SALARY RATE.....	2,996,312			
	=====	=====	=====	

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
OFFICE OF SUPPLIER DIVERSI							72600500
GOV OPERATIONS/SUPPORT							16
GOVERNMENTAL OPERATIONS							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	214,984						
=====							
SALARIES AND BENEFITS							010000
OPERATING TRUST FUND -STATE	6.00	342,591					2510 1
=====							
EXPENSES							040000
OPERATING TRUST FUND -STATE		55,641					2510 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
OPERATING TRUST FUND -STATE		11,573					2510 1
=====							
RISK MANAGEMENT INSURANCE							103241
OPERATING TRUST FUND -STATE		840					2510 1
=====							
TR/DMS/HR SVCS/STW CONTRCT							107040
OPERATING TRUST FUND -STATE		3,087					2510 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		14,187					2510 1
=====							
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....	6.00						
TOTAL ISSUE.....		427,919					
TOTAL SALARY RATE.....	214,984						
=====							

	COL A03		COL A04		COL A05		CODES
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
OFFICE OF SUPPLIER DIVERSI							72600500
GOV OPERATIONS/SUPPORT							16
GOVERNMENTAL OPERATIONS							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
CASUALTY INSURANCE PREMIUM							
ADJUSTMENT							1001090
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
OPERATING TRUST FUND -STATE		14-					2510 1
=====							
SALARY INCREASES FOR FY 2017-18 -							
STATEWIDE - EFFECTIVE 10/1/2017							1001600
SALARY RATE							000000
SALARY RATE.....		8,000					
=====							
SALARIES AND BENEFITS							010000
OPERATING TRUST FUND -STATE		6,990					2510 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		36					2510 1
=====							
TOTAL: SALARY INCREASES FOR FY 2017-18 -							1001600
STATEWIDE - EFFECTIVE 10/1/2017							
TOTAL ISSUE.....		7,026					
TOTAL SALARY RATE.....		8,000					
=====							
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							1001660
COST, UNFUNDED ACTUARIAL LIABILITY,							010000
RENEWED MEMBERSHIP/DEATH BENEFITS							
SALARIES AND BENEFITS							
OPERATING TRUST FUND -STATE		847					2510 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>OFFICE OF SUPPLIER DIVERSI</u>							72600500
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		13					2510 1
=====							
TOTAL: FLORIDA RETIREMENT SYSTEM							1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							
TOTAL ISSUE.....		860					
=====							
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
OPERATING TRUST FUND -STATE		13-					2510 1
=====							
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		66-					2510 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>OFFICE OF SUPPLIER DIVERSI</u>							72600500
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
STATEWIDE SALARY INCREASE FOR FY 2017-18 - THREE MONTHS ANNUALIZATION							26A6300
SALARIES AND BENEFITS							010000
OPERATING TRUST FUND -STATE		2,330					2510 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		12					2510 1
=====							
TOTAL: STATEWIDE SALARY INCREASE FOR FY 2017-18 - THREE MONTHS ANNUALIZATION							26A6300
TOTAL ISSUE.....		2,342					
=====							
TOTAL: GOVERNMENTAL OPERATIONS BY FUND TYPE							<u>1601.00.00.00</u>
TRUST FUNDS.....	6.00	438,054					2000
SALARY RATE.....		222,984					
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>PRIVATE PRISON MONITORING</u>							72600800
PUBLIC PROTECTION							12
<u>ADULT PRISONS</u>							<u>1206.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....		772,221					
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		1,019,678					1000 1
OPERATING TRUST FUND -STATE		93,987					2510 1

TOTAL POSITIONS.....		15.00					
TOTAL APPRO.....		1,113,665					
=====							
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND -STATE		15,200					1000 1
=====							
EXPENSES							040000
GENERAL REVENUE FUND -STATE		76,046					1000 1
OPERATING TRUST FUND -STATE		18,221					2510 1

TOTAL APPRO.....		94,267					
=====							
OPERATING CAPITAL OUTLAY							060000
GENERAL REVENUE FUND -STATE		3,890					1000 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE		11,556					1000 1
=====							
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND -STATE		7,333					1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>PRIVATE PRISON MONITORING</u>							72600800
PUBLIC PROTECTION							12
<u>ADULT PRISONS</u>							<u>1206.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
CONTRACTED LEGAL SERVICES							103884
GENERAL REVENUE FUND -STATE		23,169					1000 1
ADMINISTRATIVE OVERHEAD							105002
GENERAL REVENUE FUND -STATE		113,489					1000 1
LEASE/PURCHASE/EQUIPMENT							105281
GENERAL REVENUE FUND -STATE		2,767					1000 1
PRIVATE PRISON-MAINT/REPAI							105554
OPERATING TRUST FUND -STATE		1,500,000					2510 1
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		4,516					1000 1
OPERATING TRUST FUND -STATE		387					2510 1
TOTAL APPRO.....		4,903					
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		9,056					1000 1
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....	15.00						
TOTAL ISSUE.....		2,899,295					
TOTAL SALARY RATE.....	772,221						

	COL A03		COL A04		COL A05		CODES
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>PRIVATE PRISON MONITORING</u>							72600800
PUBLIC PROTECTION							12
<u>ADULT PRISONS</u>							<u>1206.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
CASUALTY INSURANCE PREMIUM							
ADJUSTMENT							1001090
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND -STATE		4,264-					1000 1
=====							
SALARY INCREASES FOR FY 2017-18 -							
STATEWIDE - EFFECTIVE 10/1/2017							1001600
SALARY RATE							000000
SALARY RATE.....		16,200					
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		12,898					1000 1
OPERATING TRUST FUND -STATE		1,189					2510 1
TOTAL APPRO.....		14,087					
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		23					1000 1
=====							
TOTAL: SALARY INCREASES FOR FY 2017-18 -							1001600
STATEWIDE - EFFECTIVE 10/1/2017							
TOTAL ISSUE.....		14,110					
TOTAL SALARY RATE.....		16,200					
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>PRIVATE PRISON MONITORING</u>							72600800
PUBLIC PROTECTION							12
<u>ADULT PRISONS</u>							<u>1206.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		2,674					1000 1
OPERATING TRUST FUND -STATE		246					2510 1
TOTAL APPRO.....		2,920					
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		8					1000 1
TOTAL: FLORIDA RETIREMENT SYSTEM							1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							
TOTAL ISSUE.....		2,928					
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		18-					1000 1
OPERATING TRUST FUND -STATE		2-					2510 1
TOTAL APPRO.....		20-					

	COL A03 AGY REQUEST FY 2018-19 POS	COL A04 AGY REQ N/R FY 2018-19 POS	COL A05 AG REQ ANZ FY 2018-19 POS	AMOUNT	AMOUNT	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: SUPPORT PROGRAM							72600000
<u>PRIVATE PRISON MONITORING</u>							72600800
PUBLIC PROTECTION							12
<u>ADULT PRISONS</u>							<u>1206.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		42-					1000 1
=====							
ESTIMATED EXPENDITURES REALIGNMENT							2000000
TRANSFER BUDGET FROM OTHER PERSONAL							
SERVICES TO EXPENSES - DEDUCT							2008620
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND -STATE		15,200-					1000 1
=====							

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE: IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 GOAL #10: Provide effective management and oversight of private prisons.

SUMMARY:
 The Department of Management Services, Private Prison Monitoring requests to transfer \$15,200 in budget authority in the Private Prison Monitoring budget entity (72600800) from the Other Personal Services category (030000) to the Expenses category (040000) within the General Revenue Fund (1000) to provide additional funding for travel incurred by the on-site contract monitors (OCM) and other Bureau of Private Prison Monitoring (PPM) staff.

RETURN ON INVESTMENT (ROI):
 Additional on-site visits to the prison facilities would increase visibility and validate contractors' operational status and contractual compliance. These visits would be in addition to the OCMs monthly evaluation of facilities and the quarterly evaluations conducted by their supervisors.

BACKGROUND:
 Private Prison Monitoring has a staff of 14.00 full time equivalent positions. Seven administrative staff are tasked with developing, establishing, managing, and maintaining contractual compliance in accordance with procurement and statutory requirements. The seven OCMs are tasked to observe, inspect, and review all facility activities (to include

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PRIVATE PRISON MONITORING</u>				72600800
PUBLIC PROTECTION				12
<u>ADULT PRISONS</u>				<u>1206.00.00.00</u>
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER BUDGET FROM OTHER PERSONAL				
SERVICES TO EXPENSES - DEDUCT				2008620

security, inmate welfare, programming, and maintenance of the facility) to confirm that the contractor provides contractually compliant services. The seven privately contracted facilities managed by Private Prison Monitoring have an inmate population of over 10,000 inmates (approximately 10% of the state inmate population) and comprise contracts worth approximately \$160 million a year.

TRANSFER BUDGET FROM OTHER PERSONAL				
SERVICES TO EXPENSES - ADD				2008630
EXPENSES				040000
GENERAL REVENUE FUND -STATE	15,200			1000 1

=====

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #10: Provide effective management and oversight of private prisons.

SUMMARY:

The Department of Management Services, Private Prison Monitoring requests to transfer \$15,200 in General Revenue (1000) budget authority within the Private Prison Monitoring budget entity (72600800) from the Other Personal Services category (030000) to the Expenses category (040000) to provide additional funding for travel incurred by the On-Site Contract Monitors (OCM) and other Bureau of Private Prison Monitoring (PPM) staff.

RETURN ON INVESTMENT (ROI):

Additional on-site visits to the privatized prisons would increase visibility and validate contractors' operational status and contractual compliance. These visits would be in addition to the OCMs monthly evaluation of facilities and the quarterly evaluations conducted by their supervisors.

BACKGROUND:

Private Prison Monitoring has a staff of 14.00 full time equivalent positions. Seven administrative staff are tasked with developing, establishing, managing, and maintaining contractual compliance in accordance with procurement and

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PRIVATE PRISON MONITORING</u>				72600800
PUBLIC PROTECTION				12
<u>ADULT PRISONS</u>				<u>1206.00.00.00</u>
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER BUDGET FROM OTHER PERSONAL				
SERVICES TO EXPENSES - ADD				2008630
<p>statutory requirements. The seven OCMs are tasked to observe, inspect, and review all facility activities (to include security, inmate welfare, programming, and maintenance of the facility) to confirm that the contractor provides contractually compliant services. The seven privately contracted facilities managed by Private Prison Monitoring have an inmate population of over 10,000 inmates (approximately 10% of the state inmate population) and comprise contracts worth approximately \$160 million a year.</p> <p>*****</p>				
NONRECURRING EXPENDITURES				2100000
ADDITIONAL STAFF FOR PRIVATE PRISON				
MONITORING				2103015
EXPENSES				040000
OPERATING TRUST FUND -STATE		4,046-		2510 1
=====				
ANNUALIZATION OF ADMINISTERED				
FUNDS APPROPRIATIONS				26A0000
STATEWIDE SALARY INCREASE FOR FY				
2017-18 - THREE MONTHS				
ANNUALIZATION				26A6300
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND -STATE		4,299		1000 1
OPERATING TRUST FUND -STATE		396		2510 1
TOTAL APPRO.....		4,695		
=====				
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
GENERAL REVENUE FUND -STATE		8		1000 1
=====				
TOTAL: STATEWIDE SALARY INCREASE FOR FY				26A6300
2017-18 - THREE MONTHS				
ANNUALIZATION				
TOTAL ISSUE.....		4,703		
=====				

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PRIVATE PRISON MONITORING</u>				72600800
PUBLIC PROTECTION				12
<u>ADULT PRISONS</u>				<u>1206.00.00.00</u>
CAPITAL IMPROVEMENT PLAN				9900000
MAINTENANCE AND REPAIR				990M000
FIXED CAPITAL OUTLAY				080000
FACILITIES REPAIR & MAINT				080956
OPERATING TRUST FUND -STATE	933,847	933,847		2510 1

AGENCY NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE: FACILITIES REPAIR & MAINT IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #10: Provide effective management and oversight of private prisons.

SUMMARY:

The Department of Management Services, Bureau of Private Prison Monitoring requests \$1 (placeholder) in nonrecurring budget authority in the Operating Trust Fund (2510) in the Private Prison Monitoring budget entity (72600800) and Facilities Repair and Maintenance category (080956) to repair and maintain the aging Gadsden Correctional Facility.

In addition, the Department of Management Services, Bureau Private Prison Monitoring requests \$933,846 in nonrecurring budget authority in the Operating Trust Fund (2510) within the Private Prison Monitoring budget entity (72600800) and Facilities Repair and Maintenance category (080956) to continue replacing roofs at the Lake City Correctional Facility.

RETURN ON INVESTMENT (ROI):

This investment will ensure a safe and secure environment for the inmate population and will maintain the integrity of the bond financed assets.

BACKGROUND:

The Gadsden Correctional Facility was built in 1994. The requested funding will repair original buildings at the facility. In response to Private Prison Monitoring concerns the Division of Real Estate and Development Management contracted with a provider to conduct a study of the Gadsden Correctional Facility site and building systems. The study is complete and the actual need for funding will be determined.

The Lake Correctional Facility was built in 1995. The requested funding will replace the original roofing system. In response to Private Prison Monitoring concerns the Division of Real Estate and Development Management contracted with a vendor to conduct a study of the Lake City Correctional Facility roofing system. In November 2015 the vendor concluded the study on the roofing system. The study concluded the entire roofing system needed to be replaced at a total cost of over \$5 million. Given the magnitude of the project and the cost, Private Prison Management requested the architects to

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>PRIVATE PRISON MONITORING</u>						72600800
PUBLIC PROTECTION						12
<u>ADULT PRISONS</u>						<u>1206.00.00.00</u>
CAPITAL IMPROVEMENT PLAN						9900000
MAINTENANCE AND REPAIR						990M000

develop a five year phased in approach to replacing the roofing system.

TIMELINE:

Five year phased in approach to replacing the roofing system at the Lake Correctional Facility:

Fiscal Year

2017-18	Phase I	\$1,131,489	(South 2 N, O, R, P Pods, H Pod, built 2004)
2018-19	Phase II	\$933,846	(West 2 J, K, L, M Pods, Chapel, built 2004)
2019-20	Phase III	\$720,205	(West 1 A, B Pods, built 1995)
2020-21	Phase IV	\$783,692	(South 1 Tri Pod, Bi Pod, built 1995)
2021-22	Phase V	\$1,641,435	(Administration, Visitation, Medical, Food Service, Offices, Education A and B, Intake, Chemical Room, Maintenance, Warehouse, built 1995)

TOTAL: ADULT PRISONS 1206.00.00.00

BY FUND TYPE

GENERAL REVENUE FUND	1,302,286			1000
TRUST FUNDS	2,544,225	933,847		2000

TOTAL POSITIONS.....	15.00			
TOTAL PROG COMP.....	3,846,511	933,847		
TOTAL SALARY RATE.....	788,421			

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: INS BENEFITS ADMIN</u>				72750200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
SALARY RATE				000000
SALARY RATE.....	1,394,447			
=====				
SALARIES AND BENEFITS				010000
PRETAX BENEFITS TRUST FUND-STATE	386,698			2570 1
STATE EMPLOY LIFE INS TF -STATE	21,845			2667 1
STATE EMPLOY HEALTH INS TF -STATE	1,544,544			2668 1
STATE EMPLOYEES DIS INS TF-STATE	28,595			2671 1

TOTAL POSITIONS.....	24.00			
TOTAL APPRO.....	1,981,682			
=====				
OTHER PERSONAL SERVICES				030000
PRETAX BENEFITS TRUST FUND-STATE	14,935			2570 1
STATE EMPLOY HEALTH INS TF -STATE	142,027			2668 1

TOTAL APPRO.....	156,962			
=====				
EXPENSES				040000
PRETAX BENEFITS TRUST FUND-STATE	47,531			2570 1
STATE EMPLOY LIFE INS TF -STATE	1,984			2667 1
STATE EMPLOY HEALTH INS TF -STATE	301,642			2668 1
STATE EMPLOYEES DIS INS TF-STATE	2,875			2671 1

TOTAL APPRO.....	354,032			
=====				
OPERATING CAPITAL OUTLAY				060000
PRETAX BENEFITS TRUST FUND-STATE	10,000			2570 1
STATE EMPLOY HEALTH INS TF -STATE	8,000			2668 1

TOTAL APPRO.....	18,000			
=====				

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: INS BENEFITS ADMIN</u>				72750200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
SPECIAL CATEGORIES				100000
TRANS TO DIV ADM HEARINGS				100565
STATE EMPLOY HEALTH INS TF -STATE	40,275			2668 1
POST PAYMENT CLAIMS/SVCS				100701
STATE EMPLOY HEALTH INS TF -STATE	400,000			2668 1
CONTRACTED SERVICES				100777
PRETAX BENEFITS TRUST FUND-STATE	348,505			2570 1
STATE EMPLOY HEALTH INS TF -STATE	2,659,157			2668 1
TOTAL APPRO.....	3,007,662			
ASO CONTRACT/HEALTH INS				101520
STATE EMPLOY HEALTH INS TF -STATE	51,100,000			2668 1
PRESCRIPTION DRUG CLMS AD				101530
STATE EMPLOY HEALTH INS TF -STATE	4,406,020			2668 1
RISK MANAGEMENT INSURANCE				103241
PRETAX BENEFITS TRUST FUND-STATE	1,461			2570 1
STATE EMPLOY LIFE INS TF -STATE	382			2667 1
STATE EMPLOY HEALTH INS TF -STATE	9,138			2668 1
TOTAL APPRO.....	10,981			

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: INS BENEFITS ADMIN</u>				72750200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
SPECIAL CATEGORIES				100000
CONTRACTED LEGAL SERVICES				103884
STATE EMPLY HEALTH INS TF -STATE	50,000			2668 1
PMT/EMPL CON/HSA CUSTODIAN				105001
STATE EMPLY HEALTH INS TF -STATE	1,508,000			2668 1
LEASE/PURCHASE/EQUIPMENT				105281
STATE EMPLY HEALTH INS TF -STATE	6,435			2668 1
TR/DMS/HR SVCS/STW CONTRCT				107040
PRETAX BENEFITS TRUST FUND-STATE	3,729			2570 1
STATE EMPLY HEALTH INS TF -STATE	11,335			2668 1
TOTAL APPRO.....	15,064			
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
PRETAX BENEFITS TRUST FUND-STATE	3,597			2570 1
STATE EMPLY HEALTH INS TF -STATE	11,197			2668 1
TOTAL APPRO.....	14,794			
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS				1001000
TOTAL POSITIONS.....	24.00			
TOTAL ISSUE.....	63,069,907			
TOTAL SALARY RATE.....	1,394,447			

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: INS BENEFITS ADMIN</u>				72750200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
CASUALTY INSURANCE PREMIUM				
ADJUSTMENT				1001090
SPECIAL CATEGORIES				100000
RISK MANAGEMENT INSURANCE				103241
PRETAX BENEFITS TRUST FUND-STATE	289-			2570 1
STATE EMPLY LIFE INS TF -STATE	75-			2667 1
STATE EMPLY HEALTH INS TF -STATE	1,805-			2668 1
TOTAL APPRO.....	2,169-			
SALARY INCREASES FOR FY 2017-18 -				
STATEWIDE - EFFECTIVE 10/1/2017				1001600
SALARY RATE				000000
SALARY RATE.....	25,600			
SALARIES AND BENEFITS				010000
PRETAX BENEFITS TRUST FUND-STATE	4,354			2570 1
STATE EMPLY LIFE INS TF -STATE	245			2667 1
STATE EMPLY HEALTH INS TF -STATE	17,383			2668 1
STATE EMPLOYEES DIS INS TF-STATE	321			2671 1
TOTAL APPRO.....	22,303			
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
PRETAX BENEFITS TRUST FUND-STATE	9			2570 1
STATE EMPLY HEALTH INS TF -STATE	29			2668 1
TOTAL APPRO.....	38			
TOTAL: SALARY INCREASES FOR FY 2017-18 -				1001600
STATEWIDE - EFFECTIVE 10/1/2017				
TOTAL ISSUE.....	22,341			
TOTAL SALARY RATE.....	25,600			

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: INS BENEFITS ADMIN</u>				72750200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
FLORIDA RETIREMENT SYSTEM				
ADJUSTMENT FOR FY 2017-18 - NORMAL				
COST, UNFUNDED ACTUARIAL LIABILITY,				
RENEWED MEMBERSHIP/DEATH BENEFITS				1001660
SALARIES AND BENEFITS				010000
PRETAX BENEFITS TRUST FUND-STATE	1,421			2570 1
STATE EMPLOY LIFE INS TF -STATE	80			2667 1
STATE EMPLOY HEALTH INS TF -STATE	5,673			2668 1
STATE EMPLOYEES DIS INS TF-STATE	105			2671 1
TOTAL APPRO.....	7,279			
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
PRETAX BENEFITS TRUST FUND-STATE	3			2570 1
STATE EMPLOY HEALTH INS TF -STATE	10			2668 1
TOTAL APPRO.....	13			
TOTAL: FLORIDA RETIREMENT SYSTEM				1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL				
COST, UNFUNDED ACTUARIAL LIABILITY,				
RENEWED MEMBERSHIP/DEATH BENEFITS				
TOTAL ISSUE.....	7,292			
REALLOCATION OF HUMAN RESOURCES				
OUTSOURCING				1005900
SPECIAL CATEGORIES				100000
TR/DMS/HR SVCS/STW CONTRCT				107040
PRETAX BENEFITS TRUST FUND-STATE	15-			2570 1
STATE EMPLOY HEALTH INS TF -STATE	46-			2668 1
TOTAL APPRO.....	61-			

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
WORKFORCE PROGRAMS							72750000
<u>PGM: INS BENEFITS ADMIN</u>							72750200
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
PRETAX BENEFITS TRUST FUND-STATE		17-					2570 1
STATE EMPLOY HEALTH INS TF -STATE		52-					2668 1
TOTAL APPRO.....		69-					
=====							
NONRECURRING EXPENDITURES							2100000
DEPENDENT ELIGIBILITY VERIFICATION							
SERVICES							2103019
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
STATE EMPLOY HEALTH INS TF -STATE		1,000,000-					2668 1
=====							
PUBLIC EMPLOYEES - CH 2017-88, LOF							2103022
(SB 7022)							040000
EXPENSES							
STATE EMPLOY HEALTH INS TF -STATE		7,546-					2668 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
STATE EMPLOY HEALTH INS TF -STATE		500,000-					2668 1
=====							
TOTAL: PUBLIC EMPLOYEES - CH 2017-88, LOF							2103022
(SB 7022)							
TOTAL ISSUE.....		507,546-					
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	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
ANNUALIZATION OF ADMINISTERED				
FUNDS APPROPRIATIONS				26A0000
STATEWIDE SALARY INCREASE FOR FY				
2017-18 - THREE MONTHS				
ANNUALIZATION				26A6300
SALARIES AND BENEFITS				010000
PRETAX BENEFITS TRUST FUND-STATE	1,451			2570 1
STATE EMPLY LIFE INS TF -STATE	82			2667 1
STATE EMPLY HEALTH INS TF -STATE	5,794			2668 1
STATE EMPLOYEES DIS INS TF-STATE	107			2671 1
TOTAL APPRO.....	7,434			
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
PRETAX BENEFITS TRUST FUND-STATE	3			2570 1
STATE EMPLY HEALTH INS TF -STATE	10			2668 1
TOTAL APPRO.....	13			
TOTAL: STATEWIDE SALARY INCREASE FOR FY				26A6300
2017-18 - THREE MONTHS				
ANNUALIZATION				
TOTAL ISSUE.....	7,447			
PROGRAM REDUCTIONS				33V0000
REDUCTION RESULTING IN SAVINGS TO				
THE ADMINISTRATIVE SERVICES ONLY				
CONTRACT				33V1000
SPECIAL CATEGORIES				100000
ASO CONTRACT/HEALTH INS				101520
STATE EMPLY HEALTH INS TF -STATE	700,000-			2668 1

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
						72000000
						72750000
						72750200
						16
						<u>1601.00.00.00</u>
						33V0000
						33V1000

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
PGM: INS BENEFITS ADMIN
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 PROGRAM REDUCTIONS
 REDUCTION RESULTING IN SAVINGS TO
 THE ADMINISTRATIVE SERVICES ONLY
 CONTRACT

72000000
 72750000
 72750200
 16
1601.00.00.00
 33V0000

 33V1000

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 GOAL #3: Offer a portfolio of employee benefit products and services that are cost-effective while allowing members the option to choose benefit plans that best suit their individual needs.

SUMMARY:
 The Department of Management Services, Division of State Group Insurance (DSGI) proposes a reduction of (\$700,000) in the Insurance Benefits Administration budget entity (72750200) from the Administrative Services Only (ASO) Contract for Health Insurance category (101520) within the State Employees' Group Health Insurance Trust Fund (2668).

WHAT IS THE IMPACT OF TAKING THIS REDUCTION?
 Due to the award of new Health Maintenance Organization contracts and the Preferred Provider Organization contract renewal negotiations, the DSGI will have excess budget authority available in the ASO Contract for Health Insurance appropriation category. The budget authority in the Administrative Services Only Contract for Health Insurance category can be reduced by \$700,000, due to cost savings that will be realized starting Plan Year 2018. This reduction is requested to better align budget authority with the expenditure forecast per current enrollment projections.

BACKGROUND:
 The DSGI entered into ASO contracts with its self-insured health providers to obtain third-party administrative services, access to provider networks, claims adjudication/reporting, customer service and call center support, benefits and utilization management, and other services for the self-insured health plan and its participants. The contract for the preferred provider organization was awarded effective January 1, 2015 through December 31, 2018, with an option to renew for up to four years and the self-insured health maintenance organizations' contracts were awarded effective January 1, 2018.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: INS BENEFITS ADMIN</u>				72750200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
RE-ENGINEERING THE WORKPLACE				4000000
HEALTH SAVINGS ACCOUNT PROGRAM				4000080
SPECIAL CATEGORIES				100000
PMT/EMPL CON/HSA CUSTODIAN				105001
STATE EMPLOY HEALTH INS TF -STATE	1,000,000			2668 1

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #3: Offer a portfolio of employee benefit products and services that are cost-effective while allowing members the option to choose benefit plans that best suit their individual needs.

SUMMARY:

The Department of Management Services, Division of State Group Insurance (DSGI) requests an increase of \$1,000,000 of recurring budget authority in the Insurance Benefit Administration budget entity (72750200), Special Category (105001) Payment of Employer's Contribution to Health Savings Account (HSA) Custodian within the State Employees Health Insurance Trust Fund (2668). This increase is to cover recurring funding needs for the transfer of health savings account contributions to the HSA custodian for Fiscal Year 2018-2019.

The current level of budget authority of \$1,508,000 is not adequate to cover recurring funding needs for the transfer of health savings account contributions to the HSA custodian for Fiscal Year 2018-2019. Thus, the budget authority in the Special Categories: Payment of Employer's Contribution to Health Savings Account Custodian from State Employees' Health Insurance Trust Fund category must increase from \$1,508,000 to \$2,508,000.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

If this budget issue is not approved, the Department will not be able to cover funding needs for the transfer of health savings accounts contributions to the HSA Custodian for the Fiscal Year 2018-2019.

BACKGROUND:

DSGI is responsible for the procurement and administration of the health insurance benefits offered to employees in the Legislative, Judicial, and Executive branches of government, state university system, retirees and Consolidated Omnibus Budget Reconciliation Act (COBRA) participants, surviving spouses and dependents, and other entities. The program currently offers one self-insured standard Preferred Provider Organization (PPO) plan, three self-insured standard Health Maintenance Organization (HMO) plans, two fully-insured standard HMO plans, one self-insured High Deductible PPO plan, three self-insured High Deductible HMO plans, and two fully-insured High Deductible HMO plans.

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
<u>PGM: INS BENEFITS ADMIN</u>						72750200
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
<u>RE-ENGINEERING THE WORKPLACE</u>						4000000
HEALTH SAVINGS ACCOUNT PROGRAM						4000080

Florida law authorizes DSGI to administer the State Employees' Health Insurance Program. The law provides that the State Group Health Plan, through the state-contracted PPO and HMO High Deductible Health Plans shall include a HSA feature. The HSA is a vehicle that allows the participant and their employer to contribute to an employee owned account to pay for qualified health care expenses. Contributions must be transferred from the State Employees' Health Insurance Trust Fund to the HSA custodian for disbursement into the participant's account. This issue requires an increase of \$1,000,000 in budget authority in the Special Categories: Payment of Employer's Contribution to HSA Custodian of the State Employees' Health Insurance Trust Fund for the transfer of health savings account contributions to the HSA custodian.

Active employees who elect to enroll in a HSA must be participants of either the self-insured PPO High Deductible Health Plan, the fully-insured HMO High Deductible Health Plan, or the self-insured HMO High Deductible Health Plan. The employer shall make a monthly contribution to a participant's HSA up to \$41.66 for individual coverage (\$500 per year) or \$83.33 for family coverage (\$1,000 per year). The participant is allowed to make additional contributions to a HSA not to exceed Plan and IRS contribution maximum limits. Enrollment as of March 1, 2017, reflects approximately 3,350 active employees in a High Deductible Health Plan, 1,956 (58.4%) individually enrolled subscribers and 1,394 (41.6%) subscribers with family coverage. This represents a 62.9% increase in enrollment since the current level of budget authority was established in Fiscal Year 2014-15. The vast majority of subscribers representing this enrollment are entitled to apply for a HSA, or entitled to continue participation in an active account, if the application process has been completed. It is assumed that all High Deductible Health Plan subscribers are entitled to a HSA. Therefore, an increase of \$1,000,000 in budget authority is required to enable the program to transfer the employer's HSA contributions from the State Employees' Health Insurance Trust Fund to the HSA custodian. A current year budget amendment is being prepared to request an increase in Fiscal Year 2016-17. If this issue is not funded, the Department will have to submit another five percent budget amendment in FY 2018-19 to request budget authority to allow for the transfer of the employer contributions to the HSA Custodian.

INDEPENDENT BENEFITS CONSULTANT						4000500
SPECIAL CATEGORIES						100000
CONTRACTED SERVICES						100777

STATE EMPLOY HEALTH INS TF -STATE	500,000	500,000				2668 1
	=====	=====	=====			

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

COL A03		COL A04		COL A05		CODES
AGY REQUEST	AGY REQ N/R	AGY REQ N/R	AGY REQ ANZ	AGY REQ ANZ	AGY REQ ANZ	
FY 2018-19	FY 2018-19	FY 2018-19	FY 2018-19	FY 2018-19	FY 2018-19	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
						72000000
						72750000
						72750200
						16
						<u>1601.00.00.00</u>
						4000000
						4000500

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
PGM: INS BENEFITS ADMIN
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 RE-ENGINEERING THE WORKPLACE
 INDEPENDENT BENEFITS CONSULTANT

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #3: Offer a portfolio of employee benefit products and services that are cost-effective while allowing members the option to choose benefit plans that best suit their individual needs.

SUMMARY:

The Department of Management Services (DMS), Division of State Group Insurance (DSGI) requests an increase of \$500,000 of nonrecurring budget authority in the Insurance Benefit Administration budget entity (72750200), Contracted Services category (100777) within the State Employees Health Insurance Trust Fund (2668). This increase is to cover nonrecurring funding needs for the continuation of the Legislative allocation to obtain an independent benefits consultant. Offering a comprehensive package of health insurance benefits for state employees, by providing them in a cost-efficient and prudent manner, allows state employees the option to choose benefit plans which best suit their individual needs.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

If this budget amendment is not approved, the Department will not be able to cover funding needs for the continued support of the independent benefits consultant during Fiscal Year 2018-19.

BACKGROUND:

It is the intent of the Legislature to offer a comprehensive package of health insurance and retirement benefits for state employees, which are provided in a cost-efficient and prudent manner, and to allow state employees the option to choose benefit plans which best suit their individual needs.

DSGI is responsible for the procurement and administration of the health insurance benefits offered to employees in the Legislative, Judicial, and Executive branches of government, state university system, retirees and Consolidated Omnibus Budget Reconciliation Act (COBRA) participants, surviving spouses and dependents, and other entities. The program currently offers one self-insured standard Preferred Provider Organization (PPO) plan, three self-insured standard Health Maintenance Organization (HMO) plans, two fully-insured standard HMO plans, one self-insured High Deductible PPO plan, three self-insured High Deductible HMO plans, and two fully-insured High Deductible HMO plans.

During Fiscal Year 2017-18, the DMS shall competitively procure an independent benefits consultant with substantial experience in consultation and design of employee benefit programs for large employers and public employers, including experience with plans that qualify as cafeteria plans under s. 125 of the Internal Revenue Code of 1986. The independent benefits consultant shall perform the following:

- Provide an ongoing assessment of trends in benefits and employer-sponsored insurance that affect the state group insurance program.
- Conduct a comprehensive analysis of the state group insurance program, including available benefits, coverage options, and claims experience.
- Identify and establish appropriate adjustment procedures necessary to respond to any risk segmentation that may occur

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: INS BENEFITS ADMIN</u>				72750200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
RE-ENGINEERING THE WORKPLACE				4000000
INDEPENDENT BENEFITS CONSULTANT				4000500

when increased choices are offered to employees.

- Assist the department with the submission of any necessary plan revisions for federal review.
- Assist the department in ensuring compliance with applicable federal and state regulations.
- Assist the department in monitoring the adequacy of funding and reserves for the state self-insured plan.
- Assist the department in preparing recommendations for any modifications to the state group insurance program which shall be submitted to the Governor, the President of the Senate, and the Speaker of the House of Representatives by January 1 of each year.

To continue the services of the independent benefits consultant, DSGI is requesting an increase in budget authority in the amount of \$500,000 in the Contracted Services appropriation category. The division's annual appropriation is sufficient only to satisfy current on-going contractual obligations.

CONTRACTED LEGAL SERVICES				4000510
SPECIAL CATEGORIES				100000
CONTRACTED LEGAL SERVICES				103884
STATE EMPLOY HEALTH INS TF -STATE	250,000			2668 1
	=====	=====	=====	

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #3: Offer a portfolio of employee benefit products and services that are cost-effective while allowing members the option to choose benefit plans that best suit their individual needs.

SUMMARY:

The Department of Management Services, Division of State Group Insurance (DSGI) requests an increase of \$250,000 of recurring budget authority in the Insurance Benefit Administration budget entity (72750200), Special Category: (103884) Contracted Legal Services within the State Employees Health Insurance Trust Fund (2668). This increase is to cover recurring funding needs for anticipated legal challenges from bid protests.

The current level of budget authority of \$50,000 is sufficient only to satisfy current on-going contractual obligations

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: INS BENEFITS ADMIN</u>				72750200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
RE-ENGINEERING THE WORKPLACE				4000000
CONTRACTED LEGAL SERVICES				4000510

for Fiscal Year 2018-19. Thus, the budget authority in the Special Category: Contracted Legal Services within the State Employees' Health Insurance Trust Fund category must increase from \$50,000 to \$300,000.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

If this budget amendment is not approved, the Department will not be able to cover funding needs for anticipated legal challenges from bid protests for the Fiscal Year.

BACKGROUND:

DSGI is responsible for the procurement and administration of the health insurance benefits offered to employees in the Legislative, Judicial, and Executive branches of government, state university system, retirees and Consolidated Omnibus Budget Reconciliation Act (COBRA) participants, surviving spouses and dependents, and other entities. The program currently offers one self-insured standard Preferred Provider Organization (PPO) plan, three self-insured standard Health Maintenance Organization (HMO) plans, two fully-insured standard HMO plans, one self-insured High Deductible PPO plan, three self-insured High Deductible HMO plans, and two fully-insured High Deductible HMO plans.

During Fiscal Year 2018-19, DSGI will be required to conduct procurements to contract for a wide variety of additional products and services that will ultimately become available to employees. These additional products and services will create additional choice for employees ultimately empowering them to take control over their health coverage. The division's annual appropriation is sufficient only to satisfy current on-going contractual obligations. DSGI must be fiscally prepared to defend the state's decisions relating to plan changes.

OTHER PERSONAL SERVICES				4000520
OTHER PERSONAL SERVICES				030000
STATE EMPLOY HEALTH INS TF -STATE	115,500	115,500		2668 1
	=====	=====	=====	

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #3: Offer a portfolio of employee benefit products and services that are cost-effective while allowing members the option to choose benefit plans that best suit their individual needs.

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
<u>PGM: INS BENEFITS ADMIN</u>						72750200
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
RE-ENGINEERING THE WORKPLACE						4000000
OTHER PERSONAL SERVICES						4000520

SUMMARY:

The Department of Management Services, Division of State Group Insurance (DSGI) requests an increase of \$115,500 of nonrecurring budget authority in the Insurance Benefit Administration budget entity (72750200), Other Personal Services (OPS) (030000) within the State Employees Health Insurance Trust Fund (2668). This increase is to cover nonrecurring funding needs for additional staffing to support a significant increase in calls, emails and correspondence to DSGI before and during the implementation of active enrollment in new products and services.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without these additional resources, the service level provided to more than 368,000 members enrolled in the State Group Insurance program and other stakeholders could be negatively impacted. Additional OPS staff helps ensure members have the opportunity to get information and answers the first time that they call or email, thus promoting higher and more consistent levels of customer service and satisfaction. Members and other stakeholders will have greater access to information and services in multiple formats, and an enhanced perception of the department and the division. Finally, using OPS staff for additional staffing needs allows a greater number of members and other stakeholders to be served without increasing the number of permanent Full Time Equivalents (FTEs).

BACKGROUND:

It is the intent of the Legislature to offer a comprehensive package of health insurance and retirement benefits for state employees, which are provided in a cost-efficient and prudent manner, and to allow state employees the option to choose benefit plans which best suit their individual needs.

DSGI is responsible for the procurement and administration of the health insurance benefits offered to employees in the Legislative, Judicial, and Executive branches of government, state university system, retirees and Consolidated Omnibus Budget Reconciliation Act (COBRA) participants, surviving spouses and dependents, and other entities. The program currently offers one self-insured standard Preferred Provider Organization (PPO) plan, three self-insured standard Health Maintenance Organization (HMO) plans, two fully-insured standard HMO plans, one self-insured High Deductible PPO plan, three self-insured High Deductible HMO plans, and two fully-insured High Deductible HMO plans.

During the 2017 Legislative Session, legislation was passed which required the Department to provide a one-time plan for implementation of benefit levels that correspond with metal plans at set actuarial levels. The following benefit levels shall be offered: 1) Platinum level, which shall have an actuarial value of at least 90 percent; 2) Gold level, which shall have an actuarial value of at least 80 percent; 3) Silver level, which shall have an actuarial value of at least 70 percent; or 4) Bronze level, which shall have an actuarial value of at least 60 percent.

With more than 368,000 members and other stakeholders, this additional OPS staffing would help to relieve possible delays in services and access to information as calls may go unanswered due to insufficient resources to meet the spikes in demand during the implementation of active enrollment in the metal tier plans. In addition to these call and email volume spikes for the state's implementation process, there can be legislative changes and court challenges that contribute to significantly higher call volume. This will impact the quality and levels of customer service that the

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: INS BENEFITS ADMIN</u>				72750200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
RE-ENGINEERING THE WORKPLACE				4000000
OTHER PERSONAL SERVICES				4000520

division is able to provide and decrease levels of customer satisfaction and their perception of the division and the department.

The DSGI requests an increase in non-recurring budget authority in the amount of \$115,500 in the Other Personal Services appropriation category for the additional staffing to support expected increases in call and email volume during the implementation of active enrollment in the metal tier plans.

The cost for this issue was derived as follows:

Estimated hourly rate of \$15.00 + Medicare tax @ \$0.19 = Adjusted hourly rate of \$15.19
 Adjusted hourly rate of \$15.19 x 80 estimated hours bi-weekly = Cost per bi-week of \$1,215.20
 Cost per week of \$1,215.20 x 19 estimated number of bi-weeks (July 2018 March 2019) = Cost per 1 OPS hire of \$23,088.80
 Cost per 1 OPS hire of \$23,088.80 x 5 Estimated number of OPS hires = Estimated total cost of \$115,444. Round up to \$115,500 for budget purposes.

HEALTH REIMBURSEMENT ACCOUNTS				40009C0
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
STATE EMPLOY HEALTH INS TRF -STATE		1		2668 1

=====

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 GOAL #3: Offer a portfolio of employee benefit products and services that are cost-effective while allowing members the option to choose benefit plans that best suit their individual needs.

SUMMARY:
 The Department of Management Services, Division of State Group Insurance (DSGI) requests an increase of \$1 (placeholder) in recurring budget authority in the Insurance Benefit Administration budget entity (72750200), Special Category (100777) Contracted Services within the State Employees Health Insurance Trust Fund (2668). This increase is to cover recurring

COL A03		COL A04		COL A05		CODES
AGY REQUEST FY 2018-19	POS	AGY REQ N/R FY 2018-19	POS	AG REQ ANZ FY 2018-19	POS	
AMOUNT		AMOUNT		AMOUNT		
						72000000
						72750000
						72750200
						16
						<u>1601.00.00.00</u>
						4000000
						40009C0

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
PGM: INS BENEFITS ADMIN
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 RE-ENGINEERING THE WORKPLACE
 HEALTH REIMBURSEMENT ACCOUNTS

72000000
 72750000
 72750200
 16
1601.00.00.00
 4000000
 40009C0

funding needs to establish and administer a Health Reimbursement Account (HRA) for employees as established by Section 110.12303 (2)(a), Florida Statutes.

The Department of Management Services also requests recurring and non-recurring budget authority of \$1 (placeholder) in the People First budget entity (72750500) and Special Categories: Human Resource Services/Statewide Contract Appropriation Category (107080). This increase is to cover recurring and nonrecurring funds needed to pay the existing third party administrator through the People First Contract for administering the expanded program, additional calls to the service center, and system and file interface enhancements.

RETURN ON INVESTMENT (ROI):

The department would expect a full return on investment realized by the state's portion (share) of costs savings realized through this program.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without this funding, the Department cannot effectively establish and administer a Health Reimbursement Account (HRA) for employees as established by Section 110.12303 (2)(a), Florida Statutes, nor will the Department be able to expand the existing program to account for the new cost sharing component.

BACKGROUND:

It is the intent of the Legislature to offer a comprehensive package of health insurance and retirement benefits for state employees, which are provided in a cost-efficient and prudent manner, and to allow state employees the option to choose benefit plans which best suit their individual needs.

The Division of State Group Insurance is responsible for the procurement and administration of the health insurance benefits offered to employees in the Legislative, Judicial, and Executive branches of government, state university system, retirees and Consolidated Omnibus Budget Reconciliation Act (COBRA) participants, surviving spouses and dependents, and other entities. The program currently offers one self-insured standard Preferred Provider Organization (PPO) plan, three self-insured standard Health Maintenance Organization (HMO) plans, two fully-insured standard HMO plans, one self-insured High Deductible PPO plan, three self-insured High Deductible HMO plans, and two fully-insured High Deductible HMO plans.

During the 2017 Legislative Session, legislation was passed which required the Department to provide cost savings to the state group insurance program to be shared with both the state and the enrollee. The cost savings payable to an enrollee may be: a) credited to the enrollee's flexible spending account; b) credited to the enrollee's health savings account; c) credited to the enrollee's health reimbursement account; or d) paid as additional health plan reimbursements not exceeding the amount of the enrollee's out-of-pocket medical expenses.

The State's current Flexible Spending Account / Health Savings Account program is administered by a third party administrator through the People First Next Generation Contract. For 2017, there are 18,928 State of Florida members enrolled in a Flexible Spending Account and 3,830 members with an established Health Savings Account. The People First

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: INS BENEFITS ADMIN</u>				72750200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
RE-ENGINEERING THE WORKPLACE				4000000
HEALTH REIMBURSEMENT ACCOUNTS				40009C0

Next Generation Contract contemplates a Flexible Spending Account and Health Savings Account program, but does not establish a Health Reimbursement Account (HRA) program.

A Health Reimbursement Account is an employer-funded plan and employees are reimbursed tax free for qualified medical expenses up to a maximum dollar amount for a coverage period. An HRA may be offered with other Plans, including flexible spending accounts. Establishing an HRA program will require the Department to pay a third-party to administer the HRA program. Additional research is being performed to determine how the program will be structured (e.g., contribution amounts, covered items, carry-over possibilities, reimbursement schedules), system and file interface requirements, estimated administrative costs, and the estimated additional funds needed to pay the third-party administrator. In addition, depending on how the FSA and HSA programs are restructured to account for the new cost sharing component, additional funds may be needed to pay the existing FSA/HSA third party administrator through the People First Contract for administering the expanded FSA/HSA program, additional calls to the service center, and system and file interface enhancements.

TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
TRUST FUNDS.....	24.00	62,762,643	615,500	2000
SALARY RATE.....	1,420,047			
	=====	=====	=====	

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>				72750300
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
SALARY RATE				000000
SALARY RATE.....	7,861,117			
=====				
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND -STATE	817,118			1000 1
OPERATING TRUST FUND -STATE	10,018,048			2510 1
OPTIONAL RETIREMENT PRG TF-STATE	207,505			2517 1
POL/FIREMEN PREMIUM TAX TF-STATE	813,350			2532 1
RET HLTH INS SUBSIDY TF -STATE	131,793			2583 1

TOTAL POSITIONS.....	193.00			
TOTAL APPRO.....	11,987,814			
=====				
OTHER PERSONAL SERVICES				030000
OPERATING TRUST FUND -STATE	231,029			2510 1
=====				
EXPENSES				040000
OPERATING TRUST FUND -STATE	2,637,287			2510 1
OPTIONAL RETIREMENT PRG TF-STATE	28,011			2517 1
POL/FIREMEN PREMIUM TAX TF-STATE	83,389			2532 1
RET HLTH INS SUBSIDY TF -STATE	17,817			2583 1

TOTAL APPRO.....	2,766,504			
=====				
OPERATING CAPITAL OUTLAY				060000
OPERATING TRUST FUND -STATE	100,000			2510 1
=====				

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
WORKFORCE PROGRAMS							72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>							72750300
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
TRANS TO DIV ADM HEARINGS							100565
OPERATING TRUST FUND -STATE		17,382					2510 1
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE		65,500					1000 1
OPERATING TRUST FUND -STATE		7,685,724					2510 1
OPTIONAL RETIREMENT PRG TF-STATE		26,000					2517 1
POL/FIREMEN PREMIUM TAX TF-STATE		212,055					2532 1
RET HLTH INS SUBSIDY TF -STATE		40,000					2583 1
TOTAL APPRO.....		8,029,279					
OVERTIME							102331
OPERATING TRUST FUND -STATE		122,571					2510 1
RISK MANAGEMENT INSURANCE							103241
OPERATING TRUST FUND -STATE		63,906					2510 1
CONTRACTED LEGAL SERVICES							103884
OPERATING TRUST FUND -STATE		148,891					2510 1
LEASE/PURCHASE/EQUIPMENT							105281
OPERATING TRUST FUND -STATE		23,571					2510 1
POL/FIREMEN PREMIUM TAX TF-STATE		2,000					2532 1
TOTAL APPRO.....		25,571					

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>				72750300
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
SPECIAL CATEGORIES				100000
TR/DMS/HR SVCS/STW CONTRCT				107040
GENERAL REVENUE FUND -STATE	309			1000 1
OPERATING TRUST FUND -STATE	51,603			2510 1
OPTIONAL RETIREMENT PRG TF-STATE	1,220			2517 1
POL/FIREMEN PREMIUM TAX TF-STATE	3,831			2532 1
RET HLTH INS SUBSIDY TF -STATE	1,017			2583 1
TOTAL APPRO.....	57,980			
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
OPERATING TRUST FUND -STATE	442,034			2510 1
PENSIONS AND BENEFITS				300000
DISAB BENE/JUSTICES/JUDGES				300014
GENERAL REVENUE FUND -STATE	1,179,340			1000 1
FLORIDA NATIONAL GUARD				300021
GENERAL REVENUE FUND -STATE	15,914,898			1000 1
ST OFCRS/EMPLY/NON-CONTRIB				300049
GENERAL REVENUE FUND -STATE	299,825			1000 1
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS				1001000
TOTAL POSITIONS.....	193.00			
TOTAL ISSUE.....	41,387,024			
TOTAL SALARY RATE.....	7,861,117			

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
WORKFORCE PROGRAMS							72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>							72750300
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
CASUALTY INSURANCE PREMIUM							
ADJUSTMENT							1001090
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
OPERATING TRUST FUND -STATE		41,722					2510 1
=====							
SALARY INCREASES FOR FY 2017-18 -							
STATEWIDE - EFFECTIVE 10/1/2017							1001600
SALARY RATE							000000
SALARY RATE.....		243,706					
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		14,467					1000 1
OPERATING TRUST FUND -STATE		177,280					2510 1
OPTIONAL RETIREMENT PRG TF-STATE		3,670					2517 1
POL/FIREMEN PREMIUM TAX TF-STATE		14,383					2532 1
RET HLTH INS SUBSIDY TF -STATE		2,333					2583 1
TOTAL APPRO.....		212,133					
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		1,125					2510 1
=====							
TOTAL: SALARY INCREASES FOR FY 2017-18 -							1001600
STATEWIDE - EFFECTIVE 10/1/2017							
TOTAL ISSUE.....		213,258					
TOTAL SALARY RATE.....		243,706					
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>				72750300
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
FLORIDA RETIREMENT SYSTEM				
ADJUSTMENT FOR FY 2017-18 - NORMAL				
COST, UNFUNDED ACTUARIAL LIABILITY,				
RENEWED MEMBERSHIP/DEATH BENEFITS				1001660
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND -STATE		2,266		1000 1
OPERATING TRUST FUND -STATE		27,769		2510 1
OPTIONAL RETIREMENT PRG TF-STATE		575		2517 1
POL/FIREMEN PREMIUM TAX TF-STATE		2,253		2532 1
RET HLTH INS SUBSIDY TF -STATE		366		2583 1
TOTAL APPRO.....		33,229		
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
OPERATING TRUST FUND -STATE		395		2510 1
TOTAL: FLORIDA RETIREMENT SYSTEM				1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL				
COST, UNFUNDED ACTUARIAL LIABILITY,				
RENEWED MEMBERSHIP/DEATH BENEFITS				
TOTAL ISSUE.....		33,624		
REALLOCATION OF HUMAN RESOURCES				
OUTSOURCING				1005900
SPECIAL CATEGORIES				100000
TR/DMS/HR SVCS/STW CONTRCT				107040
GENERAL REVENUE FUND -STATE		1-		1000 1
OPERATING TRUST FUND -STATE		211-		2510 1
OPTIONAL RETIREMENT PRG TF-STATE		5-		2517 1
POL/FIREMEN PREMIUM TAX TF-STATE		16-		2532 1
RET HLTH INS SUBSIDY TF -STATE		4-		2583 1
TOTAL APPRO.....		237-		

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>				72750300
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
STATE ENTERPRISE INFORMATION				
TECHNOLOGY DISTRIBUTION				1006600
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
OPERATING TRUST FUND -STATE	2,063-			2510 1
=====				
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER EXPENSES TO CONTRACTED				
SERVICES WITHIN RETIREMENT BENEFITS				
ADMINISTRATION - DEDUCT				2008290
EXPENSES				040000
POL/FIREMEN PREMIUM TAX TF-STATE	26,250-			2532 1
=====				

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #4: Administer efficient state retirement programs by utilizing appropriate technology. This issue impacts the Provide Local Government Pension Plan Oversight activity.

SUMMARY:

The Department of Management Services, Division of Retirement, requests to transfer \$26,250 in recurring budget authority in the Retirement Benefits Administration budget entity (72750300) from the Expenses category (040000) to the Contracted Services category (100777) within the Police and Firefighters Premium Tax Trust Fund (2532) to realign budget as needed for actuarial services related to Chapter 175/185, Florida Statutes, plans. This fund transfer request is due to an anticipated increase in the new contract for actuarial services which will be procured to be effective in Fiscal Year 2018-19.

RETURN ON INVESTMENT (ROI):

The ROI to be achieved by funding this issue is to ensure the Department's compliance with Sections 175.261(1)(b) and 185.221(1)(b), F.S., which require in part that an actuarial valuation of the chapter plan must be made by the division at least once every 3 years, The expense of this actuarial valuation shall be borne by the [firefighters' pension / municipal police officers' retirement] trust fund established by ss. [175.041 and 175.121 / 185.10]. Performance of

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>				72750300
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER EXPENSES TO CONTRACTED				
SERVICES WITHIN RETIREMENT BENEFITS				
ADMINISTRATION - DEDUCT				2008290

these actuarial services, paid for by the premium tax trust funds, is a statutorily mandated function of the Department of Management Services. This is a net zero issue.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Since the Department believes the cost of a new contract will likely be more than the current contract based on the Department's market analysis if this issue is not funded, the Department may not have sufficient funding to complete statutorily mandated valuations, which would cause the Department to be non-compliant with Sections 175.261(1)(b) and 185.221(1)(b), F.S.

BACKGROUND:

Pension plans for local government police officers and firefighters operating under chapters 175/185, F.S., may be either local law or chapter plans. Chapter plans incorporate by referencing the provisions of the chapter, whereas local law plan provisions are established explicitly by local ordinance and may vary from the chapter provisions. The vast majority of participating plans exist as local law plans, but there are still 16 chapter plans remaining in the state.

Sections 175.261(1)(b) and 185.221(1)(b), F.S., require in part that an actuarial valuation of the chapter plan must be made by the division at least once every 3 years. The expense of this actuarial valuation shall be borne by the [firefighters' pension / municipal police officers' retirement trust fund established by ss. [175.041 and 175.121/185.10]. Performance of these actuarial services, paid for by the premium tax trust funds, is a statutorily mandated function of the Department of Management Services.

The current contract for these services was initially effective on July 1, 2008, was renewed one time as of July 1, 2013, and expires on June 30, 2018. The Department must procure a new contract to comply with the statutory requirement beginning July 1, 2018. Since inception, the contract has been amended five times by mutual agreement of the Department and the contract vendor for changes in statutory requirements, changes in Governmental Accounting Standards Board (GASB) requirements and additional requirements to satisfy the actuarial reporting and funding standards established in Part VII of Chapter 112, F.S. These changes have raised the amount of work and liability involved with the preparation of each new actuarial valuation and GASB disclosure statement, which directly lead to increased cost per deliverable.

Based on the Department's market analysis, it is anticipated that a new contract will result in increased contract costs. The Department has obtained estimated pricing from actuarial firms for services beginning in Fiscal Year 2018 - 2019 as included in the Cost Breakout below. With the current contract budget set at \$50,000 annually, the estimated cost increase equates to a net increase of \$26,250 with a total contract cost of \$76,250 for FY 2018-19.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>				72750300
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER EXPENSES TO CONTRACTED				
SERVICES WITHIN RETIREMENT BENEFITS				
ADMINISTRATION - ADD				2008300
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
POL/FIREMEN PREMIUM TAX TF-STATE	26,250			2532 1

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #4: Administer efficient state retirement programs by utilizing appropriate technology. This issue impacts the Provide Local Government Pension Plan Oversight activity.

SUMMARY:

The Department of Management Services, Division of Retirement, requests to transfer \$26,250 in recurring budget authority in the Retirement Benefits Administration budget entity (72750300) from the Expenses category (040000) to the Contracted Services category (100777) within the Police and Firefighters Premium Tax Trust Fund (2532) to realign budget as needed for actuarial services related to Chapter 175/185, Florida Statutes, plans. This fund transfer request is due to an anticipated increase in the new contract for actuarial services which will be procured to be effective in Fiscal Year 2018-19.

RETURN ON INVESTMENT (ROI):

The ROI to be achieved by funding this issue is to ensure the Department's compliance with Sections 175.261(1)(b) and 185.221(1)(b), F.S., which require in part that an actuarial valuation of the chapter plan must be made by the division at least once every 3 years, The expense of this actuarial valuation shall be borne by the [firefighters' pension / municipal police officers' retirement] trust fund established by ss. [175.041 and 175.121 / 185.10]. Performance of these actuarial services, paid for by the premium tax trust funds, is a statutorily mandated function of the Department of Management Services. This is a net zero issue.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Since the Department believes the cost of a new contract will likely be more than the current contract based on the Department's market analysis if this issue is not funded, the Department may not have sufficient funding to complete statutorily mandated valuations, which would cause the Department to be non-compliant with Sections 175.261(1)(b) and 185.221(1)(b), F.S.

COL A03		COL A04		COL A05		CODES
AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>						72750300
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES REALIGNMENT						2000000
TRANSFER EXPENSES TO CONTRACTED						
SERVICES WITHIN RETIREMENT BENEFITS						
ADMINISTRATION - ADD						2008300

BACKGROUND:

Pension plans for local government police officers and firefighters operating under chapters 175/185, F.S., may be either local law or chapter plans. Chapter plans incorporate by referencing the provisions of the chapter, whereas local law plan provisions are established explicitly by local ordinance and may vary from the chapter provisions. The vast majority of participating plans exist as local law plans, but there are still 16 chapter plans remaining in the state.

Sections 175.261(1)(b) and 185.221(1)(b), F.S., require in part that an actuarial valuation of the chapter plan must be made by the division at least once every 3 years. The expense of this actuarial valuation shall be borne by the [firefighters' pension/municipal police officers' retirement trust fund established by ss. [175.041 and 75.121/185.10]. Performance of these actuarial services, paid for by the premium tax trust funds, is a statutorily mandated function of the Department of Management Services.

The current contract for these services was initially effective on July 1, 2008, was renewed one time as of July 1, 2013, and expires on June 30, 2018. The Department must procure a new contract to comply with the statutory requirement beginning July 1, 2018. Since inception, the contract has been amended five times by mutual agreement of the Department and the contract vendor for changes in statutory requirements, changes in Governmental Accounting Standards Board (GASB) requirements and additional requirements to satisfy the actuarial reporting and funding standards established in Part VII of Chapter 112, F.S. These changes have raised the amount of work and liability involved with the preparation of each new actuarial valuation and GASB disclosure statement, which directly lead to increased cost per deliverable.

Based on the Department's market analysis, it is anticipated that a new contract will result in increased contract costs. The Department has obtained estimated pricing from actuarial firms for services beginning in Fiscal Year 2018 - 2019 as included in the Cost Breakout below. With the current contract budget set at \$50,000 annually, the estimated cost increase equates to a net increase of \$26,250 with a total contract cost of \$76,250 for FY 2018-19.

	COL A03		COL A04		COL A05		CODES
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
WORKFORCE PROGRAMS							72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>							72750300
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
NONRECURRING EXPENDITURES							2100000
DIVISION OF RETIREMENT INFORMATION							
TECHNOLOGY RESOURCES							2103023
EXPENSES							040000
OPERATING TRUST FUND -STATE		4,046-					2510 1
=====							
DIVISION OF RETIREMENT INFORMATION							
TECHNOLOGY TRANSITION							2103024
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
OPERATING TRUST FUND -STATE		1,418,207-					2510 1
=====							
ANNUALIZATION OF ADMINISTERED							
FUNDS APPROPRIATIONS							26A0000
STATEWIDE SALARY INCREASE FOR FY							
2017-18 - THREE MONTHS							
ANNUALIZATION							26A6300
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		4,822					1000 1
OPERATING TRUST FUND -STATE		59,093					2510 1
OPTIONAL RETIREMENT PRG TF-STATE		1,223					2517 1
POL/FIREMEN PREMIUM TAX TF-STATE		4,794					2532 1
RET HLTH INS SUBSIDY TF -STATE		778					2583 1
TOTAL APPRO.....		70,710					
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -STATE		375					2510 1
=====							
TOTAL: STATEWIDE SALARY INCREASE FOR FY							26A6300
2017-18 - THREE MONTHS							
ANNUALIZATION							
TOTAL ISSUE.....		71,085					
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>				72750300
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
PROGRAM REDUCTIONS				33V0000
REDUCE CONTRACTED SERVICES				33V0820
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
OPERATING TRUST FUND	-STATE	616,725-		2510 1

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #11: Provide cost-effective, efficient real estate development and management services to our customers in the Department of Management pool facilities.

SUMMARY:

The Department of Management Services, Division of Retirement proposes a reduction of (\$616,725) in the Retirement Benefit Administration budget entity (72750200) in the Contracted Services category (100777) within the Operating Trust Fund (2510). The Division of Retirement was appropriated \$2,092,936 in Fiscal Year 2017-2018 to address an anticipated increase to the Information Technology support contract. The contract was negotiated and the need for additional budget authority was less than appropriated.

WHAT IS THE IMPACT OF TAKING THIS REDUCTION?

The Department of Management Services, Division of Retirement, submitted a budget amendment requesting \$1,476,211 in recurring budget authority to be released from un-budgeted reserve in the Contracted Services category (100777) of the Florida Retirement System (FRS) Operating Trust Fund (2510) to provide additional funding for a new contract for Information Technology Operation and Maintenance Services. The Division of Retirement will enter into a contract with a vendor for a five-year period from September 1, 2017 through August 31, 2022 with a total agreement amount of \$21,563,125, or \$4,312,625 annually. The Fiscal Year 2016-17 base budget amount for Information Technology support services was \$2,836,414. Therefore, the division is requesting a reduction of (\$616,725) (\$2,092,936 - \$1,476,211= \$616,725).

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>				72750300
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
STATE FUNDING REDUCTIONS				3300000
REDUCE PENSIONS AND BENEFITS				3308040
PENSIONS AND BENEFITS				300000
DISAB BENE/JUSTICES/JUDGES				300014
GENERAL REVENUE FUND -STATE	25,867			1000 1
ST OFCRS/EMPLY/NON-CONTRIB				300049
GENERAL REVENUE FUND -STATE	127,006-			1000 1
TOTAL: REDUCE PENSIONS AND BENEFITS				3308040
TOTAL ISSUE.....	101,139-			

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #4: To administer efficient state retirement programs. This issue impacts the Pensions and Benefits Payment General Revenue Only activity.

SUMMARY:

The Department of Management Services, Division of Retirement requests a net decrease in budget authority of (\$101,139) in the Retirement Benefits Administration budget entity (72750300) within General Revenue Fund (1000) which includes increasing the Disability Benefits to Justices and Judges category (300014) by \$25,867 and decreasing the Certain State Officers and Employees category (300049) by (\$127,006).

RETURN ON INVESTMENT (ROI):

Funding this issue ensures the uninterrupted payment of General Revenue funded Pensions and Benefits for Disability Benefits to disabled Justices and Judges and adjusts the funding needed for the State Officers' and Employees' Noncontributory pension for certain state officers and employees; and the Florida National Guard pension to a more appropriate level.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

If this issue is not funded the Department cannot ensure the uninterrupted payment of General Revenue funded Pensions and Benefits for 1) the State Officers' and Employees' Noncontributory pension for certain state officers and employees; 2)

COL A03		COL A04		COL A05		CODES
AGY REQUEST	AGY REQ N/R	AG REQ ANZ				
FY 2018-19	FY 2018-19	FY 2018-19				
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
						72000000
						72750000
						72750300
						16
						<u>1601.00.00.00</u>
						3300000
						3308040

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
PGM: RETIRE BENEFITS ADMIN
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 STATE FUNDING REDUCTIONS
 REDUCE PENSIONS AND BENEFITS

Disability Benefits to disabled Justices and Judges; and 3) and the Florida National Guard pension.

BACKGROUND:

Pursuant to Chapters 112, 121, 122, and 250, Florida Statutes, and Specific Acts of the Legislature, the Department of Management Services, Division of Requirement is required to provide General Revenue funded Pensions and Benefits for 1) the State Officers' and Employees' Noncontributory pension for certain state officers and employees; 2) Disability Benefits to disabled Justices and Judges; 3) and the Florida National Guard pension. The Division of Retirement accounts for the general revenue dollars paid out annually for monthly pensions and benefits. General revenue funded pensions and benefits remain in the division's operating budget as pass through expenditures.

Pensions and Benefits Disability Benefits to Justices and Judges

General Revenue is provided to pay pension benefits (including any applicable Cost of Living Adjustment (COLA) due to certain disabled justices and judges, who had at least ten years of service, and who are retired involuntarily due to disability upon recommendation by the judicial qualification commission, as provided by section 12(a) of Article V of the State Constitution and section 121.091(4)(j), Florida Statutes. The amount of the pension shall not be less than two-thirds of the individual's active salary regardless of the number of years of service. Any employer contributions paid to the Florida Retirement System Trust Fund on behalf of the judge or justice retired under this provision are reverted to General Revenue when this disability benefit payment begins. There are 11 payees as of June 30, 2017.

This request is for a recurring increase of \$25,867 in the General Revenue appropriation to provide the estimated funds for retirement benefit payments to certain disabled justices and judges. A total appropriation of \$1,205,207 (\$1,179,340 Fiscal Year 2017-18 base + 25,867 Fiscal Year 2018-19 requested increase) is required to fund the estimated pension benefit payments in Fiscal Year 2018-19. While the number of judges and justices did not increase from the previous year, the requested increase is due to an estimated three percent cost of living adjustment increase for the yearly Pensions and Benefits Legislative Budget Request.

Pensions and Benefits Florida National Guard

A General Revenue appropriation is provided for the estimated funds for retirement benefit payments to the retired members of the Florida National Guard. As provided by section 250.22, Florida Statutes, a pension benefit is provided from General Revenue for members of the Florida National Guard who are age 62 with 30 years of service in the Florida National Guard. Normal retirement is at age 62 and early retirement is available starting at age 60. This benefit program has been administered by the division since 1972, as provided by section 250.22, Florida Statutes. The retirement benefit amount paid to an individual is one-half of the base pay of the highest rank attained while serving in the Florida National Guard or the federal military forces, reduced by the federal reservist pension benefit received from the federal government for military service. Increases to the amount needed for this item are dependent upon changes to the federal military pay scales, cost-of-living adjustments on federal retirement benefits, and growth in the number of retired participants. Active Florida National Guard members are paid by the federal government.

The total pension benefits to be paid Florida National Guard retirees is dependent on future military pay increases provided by the federal government, and as a result, cannot be accurately forecast. There are 786 payees as of June 30,

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>						72750300
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
STATE FUNDING REDUCTIONS						3300000
REDUCE PENSIONS AND BENEFITS						3308040

2017.

No change to this category is requested in Fiscal Year 2018-19. The total pension benefits to be paid Florida National Guard retirees is dependent on future military pay increases provided by the federal government, and as a result, cannot be accurately forecast. During the past five years, however, the pension benefit payments to the Florida National Guard have increased an average of 0.32 percent annually. The FY 2017-18 GAA funded the division request of a \$466,972 decrease in the National Guard category. A recurring increase of less than \$4,000 was calculated for FY 2018-19. As the recurring increase is negligible and can be paid from the existing budget, the division is not requesting a change to the National Guard Pensions and Benefits category for FY 2018-19.

Pensions and Benefits - State Officers and Employees (Non-Contributory)

A General Revenue appropriation is provided to pay pension benefits to certain state officers and employees who were continuously on the payroll on and after June 30, 1953, with 20 years of service at age 70, or with 30 continuous or 35 aggregate years at any age, regardless of whether they did or did not participate in an existing retirement system, as provided by section 112.05, Florida Statutes. Early retirement is provided for any state official or employee on or after January 1, 1976, with 29 consecutive years, regardless of age, who has a terminal or critical illness certified by two Florida-licensed physicians. The pension amount is calculated at one-half of the average salary received during the last ten years of service. Annual cost of living adjustments are specified in section 121.101, Florida Statutes. There are 10 payees as of June 30, 2017.

This request is for a recurring decrease of \$127,006. A total appropriation of \$172,819 (\$299,825 Fiscal Year 2017-18 base - 127,006 Fiscal Year 2018-19 requested decrease) is required to fund the estimated pension benefit payments in Fiscal Year 2018-19. This is a closed fund, meaning no new members may be added. As the number of members paid declines, the appropriation needed is also reduced. The number of state officers and employees in this category decreased by seven from the previous year, leading to a requested decrease in the total appropriation needed to pay pension benefits.

TOTAL: GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
BY FUND TYPE						
GENERAL REVENUE FUND		18,197,405				1000
TRUST FUNDS		21,406,891				2000

TOTAL POSITIONS.....		193.00				
TOTAL PROG COMP.....		39,604,296				
TOTAL SALARY RATE.....		8,104,823				
=====						

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
WORKFORCE PROGRAMS							72750000
<u>PRG: ST PERSON POLICY ADMN</u>							72750400
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....		1,144,080					
=====							
SALARIES AND BENEFITS							010000
STATE PERSONNEL SYSTEM TF -STATE		17.00					
STATE PERSONNEL SYSTEM TF -STATE		1,514,748					2678 1
=====							
OTHER PERSONAL SERVICES							030000
STATE PERSONNEL SYSTEM TF -STATE		3,500					2678 1
=====							
EXPENSES							040000
STATE PERSONNEL SYSTEM TF -STATE		120,241					2678 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
STATE PERSONNEL SYSTEM TF -STATE		22,576					2678 1
=====							
RISK MANAGEMENT INSURANCE							103241
STATE PERSONNEL SYSTEM TF -STATE		21,138					2678 1
=====							
CONTRACTED LEGAL SERVICES							103884
STATE PERSONNEL SYSTEM TF -STATE		100,000					2678 1
=====							
LEASE/PURCHASE/EQUIPMENT							105281
STATE PERSONNEL SYSTEM TF -STATE		3,191					2678 1
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PRG: ST PERSON POLICY ADMN</u>				72750400
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
SPECIAL CATEGORIES				100000
TR/DMS/HR SVCS/STW CONTRCT				107040
STATE PERSONNEL SYSTEM TF -STATE		7,338		2678 1
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
STATE PERSONNEL SYSTEM TF -STATE		27,639		2678 1
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS				1001000
TOTAL POSITIONS.....	17.00			
TOTAL ISSUE.....		1,820,371		
TOTAL SALARY RATE.....		1,144,080		
CASUALTY INSURANCE PREMIUM				
ADJUSTMENT				1001090
SPECIAL CATEGORIES				100000
RISK MANAGEMENT INSURANCE				103241
STATE PERSONNEL SYSTEM TF -STATE		1,270-		2678 1
SALARY INCREASES FOR FY 2017-18 -				
STATEWIDE - EFFECTIVE 10/1/2017				1001600
SALARY RATE				000000
SALARY RATE.....	17,000			
SALARIES AND BENEFITS				010000
STATE PERSONNEL SYSTEM TF -STATE		14,888		2678 1

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF WORKFORCE PROGRAMS <u>PRG: ST PERSON POLICY ADMN</u> GOV OPERATIONS/SUPPORT <u>GOVERNMENTAL OPERATIONS</u>							72000000 72750000 72750400 16 <u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
SALARY INCREASES FOR FY 2017-18 - STATEWIDE - EFFECTIVE 10/1/2017 DATA PROCESSING SERVICES DP ASSESSMENT (AST)							1001600 210000 210003
STATE PERSONNEL SYSTEM TF -STATE		70					2678 1
TOTAL: SALARY INCREASES FOR FY 2017-18 - STATEWIDE - EFFECTIVE 10/1/2017 TOTAL ISSUE.....		14,958					1001600
TOTAL SALARY RATE.....		17,000					
FLORIDA RETIREMENT SYSTEM ADJUSTMENT FOR FY 2017-18 - NORMAL COST, UNFUNDED ACTUARIAL LIABILITY, RENEWED MEMBERSHIP/DEATH BENEFITS SALARIES AND BENEFITS							1001660 010000
STATE PERSONNEL SYSTEM TF -STATE		6,401					2678 1
DATA PROCESSING SERVICES DP ASSESSMENT (AST)							210000 210003
STATE PERSONNEL SYSTEM TF -STATE		25					2678 1
TOTAL: FLORIDA RETIREMENT SYSTEM ADJUSTMENT FOR FY 2017-18 - NORMAL COST, UNFUNDED ACTUARIAL LIABILITY, RENEWED MEMBERSHIP/DEATH BENEFITS TOTAL ISSUE.....		6,426					1001660

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PRG: ST PERSON POLICY ADMN</u>				72750400
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
REALLOCATION OF HUMAN RESOURCES				
OUTSOURCING				1005900
SPECIAL CATEGORIES				100000
TR/DMS/HR SVCS/STW CONTRCT				107040
STATE PERSONNEL SYSTEM TF -STATE		30-		2678 1
=====				
STATE ENTERPRISE INFORMATION				
TECHNOLOGY DISTRIBUTION				1006600
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
STATE PERSONNEL SYSTEM TF -STATE		129-		2678 1
=====				
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER BUDGET FROM EXPENSES TO				
OPERATING CAPITAL OUTLAY (OCO) -				
DEDUCT				20084C0
EXPENSES				040000
STATE PERSONNEL SYSTEM TF -STATE		1,500-		2678 1
=====				

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 GOAL #1: Provide world-class human resource services based on sound human resource policies, practices and strategies.

SUMMARY:
 The Department of Management Services, Division of Human Resource Management requests to transfer \$1,500 of recurring budget authority from the Expenses category (040000) to establish an Operating Capital Outlay category (060000) in the Personnel Policy Administration budget entity (72750400) within the State Personnel System Trust Fund (2678) to provide budget authority in the appropriate category to make purchases of technological equipment to support program operations.

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
<u>PRG: ST PERSON POLICY ADMN</u>						72750400
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES REALIGNMENT						2000000
TRANSFER BUDGET FROM EXPENSES TO						
OPERATING CAPITAL OUTLAY (OCO) -						
DEDUCT						20084C0

RETURN ON INVESTMENT (ROI):

The funding of this issue will ensure that sufficient equipment and technology is in place to effectively provide customer service.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Should this category not be established for fiscal year 2018-2019, Human Resource Management will not be able to purchase needed technological equipment to support operations.

BACKGROUND:

The Division of Human Resource Management (HRM) develops and supports a human resource infrastructure for the State Personnel System (SPS) agencies. The SPS is the system of personnel administration for authorized Career Service, Selected Exempt Service, and Senior Management Service positions and Other Personal Services employment within 31 entities in the Executive branch agencies. In addition, HRM administers the Career Service System within the SPS as required by Article III, section 14 of the Constitution of the State of Florida, and represents the Governor as the Chief Labor Negotiator for the SPS, negotiating wages, hours, and terms and conditions of employment with six labor unions representing 13 collective bargaining units covered by 10 contracts.

TRANSFER BUDGET FROM EXPENSES TO
 OPERATING CAPITAL OUTLAY (OCO) -
 ADD

20085C0
 060000

OPERATING CAPITAL OUTLAY

STATE PERSONNEL SYSTEM TF -STATE 1,500

2678 1

=====

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #1: Provide world-class human resource services based on sound human resource policies, practices and strategies.

COL A03		COL A04		COL A05		CODES
AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
<u>PRG: ST PERSON POLICY ADMN</u>						72750400
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES REALIGNMENT						2000000
TRANSFER BUDGET FROM EXPENSES TO						
OPERATING CAPITAL OUTLAY (OCO) -						
ADD						20085C0

SUMMARY:

The Department of Management Services, Division of Human Resource Management requests to transfer \$1,500 of recurring budget authority from the Expenses category (040000) to establish an Operating Capital Outlay category (060000) in the Personnel Policy Administration budget entity (72750400) within the State Personnel System Trust Fund (2678) to provide budget authority in the appropriate category to make purchases of technological equipment to support program operations.

RETURN ON INVESTMENT (ROI):

The funding of this issue will ensure that sufficient equipment and technology is in place to effectively provide customer service.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Should this category not be established for fiscal year 2018-2019, Human Resource Management will not be able to purchase needed technological equipment to support operations.

BACKGROUND:

The Division of Human Resource Management (HRM) develops and supports a human resource infrastructure for the State Personnel System (SPS) agencies. The SPS is the system of personnel administration for authorized Career Service, Selected Exempt Service, and Senior Management Service positions and Other Personal Services employment within 31 entities in the Executive branch agencies. In addition, HRM administers the Career Service System within the SPS as required by Article III, section 14 of the Constitution of the State of Florida, and represents the Governor as the Chief Labor Negotiator for the SPS, negotiating wages, hours, and terms and conditions of employment with six labor unions representing 13 collective bargaining units covered by 10 contracts.

	COL A03	COL A04	COL A05		
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ		
	FY 2018-19	FY 2018-19	FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	
				AMOUNT	
				CODES	
MANAGEMENT SRVCS, DEPT OF					72000000
WORKFORCE PROGRAMS					72750000
<u>PRG: ST PERSON POLICY ADMN</u>					72750400
GOV OPERATIONS/SUPPORT					16
<u>GOVERNMENTAL OPERATIONS</u>					<u>1601.00.00.00</u>
ANNUALIZATION OF ADMINISTERED					
FUNDS APPROPRIATIONS					26A0000
STATEWIDE SALARY INCREASE FOR FY					
2017-18 - THREE MONTHS					
ANNUALIZATION					26A6300
SALARIES AND BENEFITS					010000
STATE PERSONNEL SYSTEM TF -STATE	4,963				2678 1
=====		=====		=====	
DATA PROCESSING SERVICES					210000
DP ASSESSMENT (AST)					210003
STATE PERSONNEL SYSTEM TF -STATE	23				2678 1
=====		=====		=====	
TOTAL: STATEWIDE SALARY INCREASE FOR FY					26A6300
2017-18 - THREE MONTHS					
ANNUALIZATION					
TOTAL ISSUE.....	4,986				
=====		=====		=====	
PROGRAM REDUCTIONS					33V0000
ELIMINATE OTHER PERSONAL SERVICES					33V0450
OTHER PERSONAL SERVICES					030000
STATE PERSONNEL SYSTEM TF -STATE	3,500-				2678 1
=====		=====		=====	

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 GOAL #1: Provide world-class human resource services based on sound human resource policies, practices and strategies.

SUMMARY:
 The Department of Management Services, Division of Human Resource Management (HRM), proposes a reduction in of (\$3,500) in the Other Personal Services category (030000) in the State Personnel Policy Administration budget entity (72750400) within the State Personnel System Trust Fund (2678).

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PRG: ST PERSON POLICY ADMN</u>				72750400
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
PROGRAM REDUCTIONS				33V0000
ELIMINATE OTHER PERSONAL SERVICES				33V0450

WHAT IS THE IMPACT OF TAKING THIS REDUCTION?

The Other Personal Services category appropriation is currently \$3,500. Implementing this reduction would have minimal impact; however should the need arise HRM will lose the means to supplement the work of our human resource (HR) consultants on all HRM issues. As a result of this impact, the department has ranked this proposed reduction as 4 of 25 with a Minimal Impact.

BACKGROUND:

Human Resource Management has the responsibility to establish an equitable and lawful employment system and provide the leadership and direction for human resource programs and policies to the 31 entities within the State Personnel System (SPS) as provided in Chapter 110, Florida Statutes. The SPS is the system of personnel administration for authorized Career Service, Selected Exempt Service and Senior Management Service positions and is the largest of the six primary personnel systems in Florida's state government. The SPS includes 106,606 positions in the Career Service, Selected Exempt Service and Senior Management Service pay plans and other personal services (OPS) employment in the Executive branch of government.

TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
	17.00			
TRUST FUNDS.....		1,841,812		2000
SALARY RATE.....	1,161,080			
	=====	=====	=====	

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PRG: PEOPLE FIRST				72750500
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
SALARY RATE				000000
SALARY RATE.....	969,085			
=====				
SALARIES AND BENEFITS				010000
	15.00			
STATE PERSONNEL SYSTEM TF -STATE	1,358,258			2678 1
=====				
EXPENSES				040000
STATE PERSONNEL SYSTEM TF -STATE	104,006			2678 1
=====				
OPERATING CAPITAL OUTLAY				060000
STATE PERSONNEL SYSTEM TF -STATE	1,500			2678 1
=====				
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
STATE PERSONNEL SYSTEM TF -STATE	21,075			2678 1
=====				
RISK MANAGEMENT INSURANCE				103241
STATE PERSONNEL SYSTEM TF -STATE	4,493			2678 1
=====				
LEASE/PURCHASE/EQUIPMENT				105281
STATE PERSONNEL SYSTEM TF -STATE	1,860			2678 1
=====				
TR/DMS/HR SVCS/STW CONTRCT				107040
STATE PERSONNEL SYSTEM TF -STATE	5,894			2678 1
=====				

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
WORKFORCE PROGRAMS							72750000
PRG: PEOPLE FIRST							72750500
GOV OPERATIONS/SUPPORT							16
GOVERNMENTAL OPERATIONS							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
HUMAN RES SVC/STW CONTRACT							107080
STATE PERSONNEL SYSTEM TF -STATE		32,054,977					2678 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
STATE PERSONNEL SYSTEM TF -STATE		13,890					2678 1
=====							
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....	15.00						
TOTAL ISSUE.....		33,565,953					
TOTAL SALARY RATE.....		969,085					
=====							
CASUALTY INSURANCE PREMIUM							1001090
ADJUSTMENT							100000
SPECIAL CATEGORIES							103241
RISK MANAGEMENT INSURANCE							
STATE PERSONNEL SYSTEM TF -STATE		293-					2678 1
=====							
SALARY INCREASES FOR FY 2017-18 -							1001600
STATEWIDE - EFFECTIVE 10/1/2017							000000
SALARY RATE							
SALARY RATE.....	15,400						
=====							
SALARIES AND BENEFITS							010000
STATE PERSONNEL SYSTEM TF -STATE		13,351					2678 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
WORKFORCE PROGRAMS							72750000
<u>PRG: PEOPLE FIRST</u>							72750500
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
SALARY INCREASES FOR FY 2017-18 -							
STATEWIDE - EFFECTIVE 10/1/2017							1001600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
STATE PERSONNEL SYSTEM TF -STATE		35					2678 1
=====							
TOTAL: SALARY INCREASES FOR FY 2017-18 -							1001600
STATEWIDE - EFFECTIVE 10/1/2017							
TOTAL ISSUE.....		13,386					
TOTAL SALARY RATE.....		15,400					
=====							
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
SALARIES AND BENEFITS							010000
STATE PERSONNEL SYSTEM TF -STATE		6,534					2678 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
STATE PERSONNEL SYSTEM TF -STATE		12					2678 1
=====							
TOTAL: FLORIDA RETIREMENT SYSTEM							1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							
TOTAL ISSUE.....		6,546					
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
WORKFORCE PROGRAMS							72750000
<u>PRG: PEOPLE FIRST</u>							72750500
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
STATE PERSONNEL SYSTEM TF -STATE		24-					2678 1
=====							
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
STATE PERSONNEL SYSTEM TF -STATE		65-					2678 1
=====							
ANNUALIZATION OF ADMINISTERED							
FUNDS APPROPRIATIONS							26A0000
STATEWIDE SALARY INCREASE FOR FY							
2017-18 - THREE MONTHS							
ANNUALIZATION							26A6300
SALARIES AND BENEFITS							010000
STATE PERSONNEL SYSTEM TF -STATE		4,450					2678 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
STATE PERSONNEL SYSTEM TF -STATE		12					2678 1
=====							
TOTAL: STATEWIDE SALARY INCREASE FOR FY							26A6300
2017-18 - THREE MONTHS							
ANNUALIZATION							
TOTAL ISSUE.....		4,462					
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
WORKFORCE PROGRAMS							72750000
<u>PRG: PEOPLE FIRST</u>							72750500
<u>GOV OPERATIONS/SUPPORT</u>							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
RE-ENGINEERING THE WORKPLACE							4000000
HEALTH REIMBURSEMENT ACCOUNTS							40009C0
SPECIAL CATEGORIES							100000
HUMAN RES SVC/STW CONTRACT							107080
STATE PERSONNEL SYSTEM TF -STATE		1		1			2678 1

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #3: Offer a portfolio of employee benefit products and services that are cost-effective while allowing members the option to choose benefit plans that best suit their individual needs.

SUMMARY:

The Department of Management Services, Division of State Group Insurance (DSGI) requests an increase of \$1 (placeholder) in recurring budget authority in the Insurance Benefit Administration budget entity (72750200), Special Category (100777) Contracted Services within the State Employees Health Insurance Trust Fund (2668). This increase is to cover recurring funding needs to establish and administer a Health Reimbursement Account (HRA) for employees as established by Section 110.12303 (2)(a), Florida Statutes.

The Department of Management Services also requests recurring and non-recurring budget authority of \$1 (placeholder) in the People First budget entity (72750500) and Special Categories: Human Resource Services/Statewide Contract Appropriation Category (107080). This increase is to cover recurring and nonrecurring funds needed to pay the existing third party administrator through the People First Contract for administering the expanded program, additional calls to the service center, and system and file interface enhancements.

RETURN ON INVESTMENT (ROI):

The department would expect a full return on investment realized by the state's portion (share) of costs savings realized through this program.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without this funding, the Department cannot effectively establish and administer a Health Reimbursement Account (HRA) for employees as established by Section 110.12303 (2)(a), Florida Statutes, nor will the Department be able to expand the existing program to account for the new cost sharing component.

BACKGROUND:

COL A03		COL A04		COL A05		CODES
AGY REQUEST FY 2018-19	POS	AGY REQ N/R FY 2018-19	POS	AG REQ ANZ FY 2018-19	POS	
AMOUNT		AMOUNT		AMOUNT		
						72000000
						72750000
						72750500
						16
						<u>1601.00.00.00</u>
						4000000
						40009C0

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
PRG: PEOPLE FIRST
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 RE-ENGINEERING THE WORKPLACE
 HEALTH REIMBURSEMENT ACCOUNTS

It is the intent of the Legislature to offer a comprehensive package of health insurance and retirement benefits for state employees, which are provided in a cost-efficient and prudent manner, and to allow state employees the option to choose benefit plans which best suit their individual needs.

The Division of State Group Insurance is responsible for the procurement and administration of the health insurance benefits offered to employees in the Legislative, Judicial, and Executive branches of government, state university system, retirees and Consolidated Omnibus Budget Reconciliation Act (COBRA) participants, surviving spouses and dependents, and other entities. The program currently offers one self-insured standard Preferred Provider Organization (PPO) plan, three self-insured standard Health Maintenance Organization (HMO) plans, two fully-insured standard HMO plans, one self-insured High Deductible PPO plan, three self-insured High Deductible HMO plans, and two fully-insured High Deductible HMO plans.

During the 2017 Legislative Session, legislation was passed which required the Department to provide cost savings to the state group insurance program to be shared with both the state and the enrollee. The cost savings payable to an enrollee may be: a) credited to the enrollee's flexible spending account; b) credited to the enrollee's health savings account; c) credited to the enrollee's health reimbursement account; or d) paid as additional health plan reimbursements not exceeding the amount of the enrollee's out-of-pocket medical expenses.

The State's current Flexible Spending Account / Health Savings Account program is administered by a third party administrator through the People First Next Generation Contract. For 2017, there are 18,928 State of Florida members enrolled in a Flexible Spending Account and 3,830 members with an established Health Savings Account. The People First Next Generation Contract contemplates a Flexible Spending Account and Health Savings Account program, but does not establish a Health Reimbursement Account (HRA) program.

A Health Reimbursement Account is an employer-funded plan and employees are reimbursed tax free for qualified medical expenses up to a maximum dollar amount for a coverage period. An HRA may be offered with other Plans, including flexible spending accounts. Establishing an HRA program will require the Department to pay a third-party to administer the HRA program. Additional research is being performed to determine how the program will be structured (e.g., contribution amounts, covered items, carry-over possibilities, reimbursement schedules), system and file interface requirements, estimated administrative costs, and the estimated additional funds needed to pay the third-party administrator. In addition, depending on how the FSA and HSA programs are restructured to account for the new cost sharing component, additional funds may be needed to pay the existing FSA/HSA third party administrator through the People First Contract for administering the expanded FSA/HSA program, additional calls to the service center, and system and file interface enhancements.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
<u>PRG: PEOPLE FIRST</u>				72750500
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
	15.00			
TRUST FUNDS.....	33,589,966		1	2000
SALARY RATE.....	984,485			
	=====	=====	=====	

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: TECHNOLOGY PROGRAM							72900000
TELECOMMUNICATIONS SVCS							72900100
GOV OPERATIONS/SUPPORT							16
INFORMATION TECHNOLOGY							1603.00.00.00
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	3,845,935						
=====							
SALARIES AND BENEFITS							010000
COMMUNICATIONS WKG CAP TF -STATE	5,015,529						2105 1
WIRELESS COMM E911 TF -STATE	379,498						2344 1
TOTAL POSITIONS.....	68.00						
TOTAL APPRO.....	5,395,027						
=====							
OTHER PERSONAL SERVICES							030000
COMMUNICATIONS WKG CAP TF -STATE	376,812						2105 1
WIRELESS COMM E911 TF -STATE	84,914						2344 1
TOTAL APPRO.....	461,726						
=====							
EXPENSES							040000
COMMUNICATIONS WKG CAP TF -STATE	714,706						2105 1
WIRELESS COMM E911 TF -STATE	514,339						2344 1
TOTAL APPRO.....	1,229,045						
=====							
AID TO LOCAL GOVERNMENTS							050000
DIST/COUNTIES-WIRELESS 911							055610
WIRELESS COMM E911 TF -STATE	60,289,120						2344 1
=====							
DIST/SVC PROV-WIRELESS 911							055612
WIRELESS COMM E911 TF -STATE	10,000,000						2344 1
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
<u>TELECOMMUNICATIONS SVCS</u>				72900100
GOV OPERATIONS/SUPPORT				16
<u>INFORMATION TECHNOLOGY</u>				<u>1603.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
AID TO LOCAL GOVERNMENTS				050000
DIST/CO-NONWIRELESS E911				055614
WIRELESS COMM E911 TF -STATE	38,146,673			2344 1
DIST/CO PREPA-WIRELESS 911				055617
WIRELESS COMM E911 TF -STATE	27,100,000			2344 1
OPERATING CAPITAL OUTLAY				060000
COMMUNICATIONS WKG CAP TF -STATE	92,159			2105 1
WIRELESS COMM E911 TF -STATE	3,600			2344 1
TOTAL APPRO.....	95,759			
SPECIAL CATEGORIES				100000
CENTREX & SUNCOM PAYMENTS				100350
COMMUNICATIONS WKG CAP TF -STATE	108,035,421			2105 1
CONTRACTED SERVICES				100777
COMMUNICATIONS WKG CAP TF -STATE	2,054,404			2105 1
WIRELESS COMM E911 TF -STATE	250,827			2344 1
TOTAL APPRO.....	2,305,231			
FIRM/DIST BANDWIDTH SUPPOR				100835
COMMUNICATIONS WKG CAP TF -STATE	7,451,217			2105 1

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
TELECOMMUNICATIONS SVCS				72900100
GOV OPERATIONS/SUPPORT				16
INFORMATION TECHNOLOGY				1603.00.00.00
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
SPECIAL CATEGORIES				100000
RISK MANAGEMENT INSURANCE				103241
COMMUNICATIONS WKG CAP TF -STATE	22,142			2105 1
CONTRACTED LEGAL SERVICES				103884
WIRELESS COMM E911 TF -STATE	92,159			2344 1
LEASE/PURCHASE/EQUIPMENT				105281
COMMUNICATIONS WKG CAP TF -STATE	1,989			2105 1
WIRELESS COMM E911 TF -STATE	1,149			2344 1
TOTAL APPRO.....	3,138			
TR/DMS/HR SVCS/STW CONTRCT				107040
COMMUNICATIONS WKG CAP TF -STATE	22,499			2105 1
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
COMMUNICATIONS WKG CAP TF -STATE	659,769			2105 1
WIRELESS COMM E911 TF -STATE	4,815			2344 1
TOTAL APPRO.....	664,584			
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS				1001000
TOTAL POSITIONS.....	68.00			
TOTAL ISSUE.....	261,313,741			
TOTAL SALARY RATE.....	3,845,935			

	COL A03		COL A04		COL A05		CODES
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: TECHNOLOGY PROGRAM							72900000
TELECOMMUNICATIONS SVCS							72900100
GOV OPERATIONS/SUPPORT							16
INFORMATION TECHNOLOGY							1603.00.00.00
ESTIMATED EXPENDITURES							1000000
CASUALTY INSURANCE PREMIUM							
ADJUSTMENT							1001090
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
COMMUNICATIONS WKG CAP TF -STATE		23,732					2105 1
=====							
SALARY INCREASES FOR FY 2017-18 -							
STATEWIDE - EFFECTIVE 10/1/2017							1001600
SALARY RATE							000000
SALARY RATE.....		75,248					
=====							
SALARIES AND BENEFITS							010000
COMMUNICATIONS WKG CAP TF -STATE		60,984					2105 1
WIRELESS COMM E911 TF -STATE		4,611					2344 1
TOTAL APPRO.....		65,595					
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
COMMUNICATIONS WKG CAP TF -STATE		1,680					2105 1
WIRELESS COMM E911 TF -STATE		12					2344 1
TOTAL APPRO.....		1,692					
=====							
TOTAL: SALARY INCREASES FOR FY 2017-18 -							1001600
STATEWIDE - EFFECTIVE 10/1/2017							
TOTAL ISSUE.....		67,287					
TOTAL SALARY RATE.....		75,248					
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
TELECOMMUNICATIONS SVCS				72900100
GOV OPERATIONS/SUPPORT				16
INFORMATION TECHNOLOGY				1603.00.00.00
ESTIMATED EXPENDITURES				1000000
FLORIDA RETIREMENT SYSTEM				
ADJUSTMENT FOR FY 2017-18 - NORMAL				
COST, UNFUNDED ACTUARIAL LIABILITY,				
RENEWED MEMBERSHIP/DEATH BENEFITS				1001660
SALARIES AND BENEFITS				010000
COMMUNICATIONS WKG CAP TF -STATE		15,077		2105 1
WIRELESS COMM E911 TF -STATE		1,140		2344 1
TOTAL APPRO.....		16,217		
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
COMMUNICATIONS WKG CAP TF -STATE		589		2105 1
WIRELESS COMM E911 TF -STATE		4		2344 1
TOTAL APPRO.....		593		
TOTAL: FLORIDA RETIREMENT SYSTEM				1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL				
COST, UNFUNDED ACTUARIAL LIABILITY,				
RENEWED MEMBERSHIP/DEATH BENEFITS				
TOTAL ISSUE.....		16,810		
REALLOCATION OF HUMAN RESOURCES				
OUTSOURCING				1005900
SPECIAL CATEGORIES				100000
TR/DMS/HR SVCS/STW CONTRCT				107040
COMMUNICATIONS WKG CAP TF -STATE		92-		2105 1

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
<u>TELECOMMUNICATIONS SVCS</u>				72900100
GOV OPERATIONS/SUPPORT				16
<u>INFORMATION TECHNOLOGY</u>				<u>1603.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
STATE ENTERPRISE INFORMATION				
TECHNOLOGY DISTRIBUTION				1006600
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
COMMUNICATIONS WKG CAP TF -STATE	3,080-			2105 1
WIRELESS COMM E911 TF -STATE	22-			2344 1
TOTAL APPRO.....	3,102-			
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER BUDGET FROM EXPENSES TO				
OTHER PERSONAL SERVICES - DEDUCT				2008330
EXPENSES				040000
WIRELESS COMM E911 TF -STATE	16,500-			2344 1

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #15: Develop and maintain a cutting-edge telecommunications infrastructure.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient communication technology services. This issue impacts the Wireless Network Operations activity.

SUMMARY:
 The Department of Management Services, Division of Telecommunications requests a transfer of \$16,500 from the Expenses category (040000) to the Other Personnel Services (OPS) category (030000) within the Telecommunications budget entity (72900100) for the Emergency Communications Number E911 System Trust Fund (2344) to address staffing limitations in the Bureau. An OPS Utilities System/Engineering Specialist was hired 40 hours per week before health insurance was offered as a benefit for OPS employees. No additional appropriation for the employer's portion of health insurance benefits cost has been appropriated for this position.

RETURN ON INVESTMENT(ROI):
 This transfer of budget authority will provide the necessary funding to provide health insurance benefits to this OPS position thereby providing the appropriate benefit package.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
<u>TELECOMMUNICATIONS SVCS</u>				72900100
GOV OPERATIONS/SUPPORT				16
<u>INFORMATION TECHNOLOGY</u>				<u>1603.00.00.00</u>
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER BUDGET FROM EXPENSES TO				
OTHER PERSONAL SERVICES - DEDUCT				2008330

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

If this issue is not funded the Division will not be able to fully fund the OPS Utilities System/Engineering Specialist.

BACKGROUND:

When health insurance was offered to state OPS employees working 30 hours or more each week, this employee did not request or need health insurance. Circumstances have changed and this employee has begun using the health insurance offered to full time OPS employees. In order to fund the OPS employee working 40 hours per week and the employer's portion of health insurance benefits, this realignment of budget is needed.

TRANSFER BUDGET FROM EXPENSES TO				
OTHER PERSONAL SERVICES - ADD				2008340
OTHER PERSONAL SERVICES				030000
WIRELESS COMM E911 TF	-STATE	16,500		2344 1

=====

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#15: Develop and maintain a cutting-edge telecommunications infrastructure.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient communication technology services. This issue impacts the Wireless Network Operations activity.

SUMMARY:

The Department of Management Services, Division of Telecommunications requests a transfer of \$16,500 from the Expenses category (040000) to the Other Personnel Services (OPS) category (030000) within the Telecommunications budget entity (72900100) for the Emergency Communications Number E911 System Trust Fund (2344) to address staffing limitations in the Bureau. An OPS Utilities System/Engineering Specialist was hired 40 hours per week before health insurance was offered as a benefit for OPS employees. No additional appropriation for the employer's portion of health insurance benefits cost has been appropriated for this position.

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
<u>TELECOMMUNICATIONS SVCS</u>						72900100
GOV OPERATIONS/SUPPORT						16
<u>INFORMATION TECHNOLOGY</u>						<u>1603.00.00.00</u>
ESTIMATED EXPENDITURES REALIGNMENT						2000000
TRANSFER BUDGET FROM EXPENSES TO						
OTHER PERSONAL SERVICES - ADD						2008340

RETURN ON INVESTMENT (ROI):

This transfer of budget authority will provide the necessary funding to provide health insurance benefits to this OPS position thereby providing the appropriate benefit package.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

If this issue is not funded the Division will not be able to fully fund the OPS Utilities System/Engineering Specialist.

BACKGROUND:

When health insurance was offered to state OPS employees working 30 hours or more each week, this employee did not request or need health insurance. Circumstances have changed and this employee has begun using the health insurance offered to full time OPS employees. In order to fund the OPS employee working 40 hours per week and the employer's portion of health insurance benefits, this realignment of budget is needed.

ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS						26A0000
STATEWIDE SALARY INCREASE FOR FY 2017-18 - THREE MONTHS						
ANNUALIZATION						26A6300
SALARIES AND BENEFITS						010000

COMMUNICATIONS WKG CAP TF -STATE	20,328					2105 1
WIRELESS COMM E911 TF -STATE	1,537					2344 1
TOTAL APPRO.....	21,865					

DATA PROCESSING SERVICES						210000
DP ASSESSMENT (AST)						210003

COMMUNICATIONS WKG CAP TF -STATE	560					2105 1
WIRELESS COMM E911 TF -STATE	4					2344 1
TOTAL APPRO.....	564					

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
<u>TELECOMMUNICATIONS SVCS</u>				72900100
GOV OPERATIONS/SUPPORT				16
<u>INFORMATION TECHNOLOGY</u>				<u>1603.00.00.00</u>
ANNUALIZATION OF ADMINISTERED				
FUNDS APPROPRIATIONS				26A0000
STATEWIDE SALARY INCREASE FOR FY				
2017-18 - THREE MONTHS				
ANNUALIZATION				26A6300
TOTAL: STATEWIDE SALARY INCREASE FOR FY				26A6300
2017-18 - THREE MONTHS				
ANNUALIZATION				
TOTAL ISSUE.....	22,429			
=====				
PROGRAM REDUCTIONS				33V0000
REDUCE EXPENSES -				
TELECOMMUNICATIONS SERVICES				33V0420
EXPENSES				040000
COMMUNICATIONS WKG CAP TF -STATE	50,000-			2105 1
WIRELESS COMM E911 TF -STATE	75,000-			2344 1
TOTAL APPRO.....	125,000-			
=====				

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#15: Develop and maintain a cutting-edge telecommunications infrastructure.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #12: To deliver and promote the development of high quality, innovative, cost-efficient communication technology services. This issue affects the Wireless Services Network Operations activity.

SUMMARY:

The Department of Management Services, Division of Telecommunications (DivTel) proposes a reduction of (\$125,000) in the Telecommunications Services budget entity (72900100) which includes a reduction of (\$50,000) from Expenses (040000) in the Working Capital Trust Fund (2105); and a reduction of (\$75,000) from Expenses (040000); within the Emergency Communications E911 System Trust Fund (2344) used in the operations of the Telecommunications Division.

WHAT IS THE IMPACT OF TAKING THIS REDUCTION?

This eliminates Expenses budget authority within DivTel that is no longer needed due to cost efficiencies implemented

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
<u>TELECOMMUNICATIONS SVCS</u>				72900100
GOV OPERATIONS/SUPPORT				16
<u>INFORMATION TECHNOLOGY</u>				<u>1603.00.00.00</u>
PROGRAM REDUCTIONS				33V0000
REDUCE EXPENSES -				
TELECOMMUNICATIONS SERVICES				33V0420

regarding travel.

RE-ENGINEERING THE WORKPLACE				4000000
COMMUNICATIONS SERVICES MIGRATION				
STAFF AUGMENTATION				40015C0
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777

COMMUNICATIONS WKG CAP TF -STATE	674,160	674,160		2105 1
	=====	=====	=====	

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#15: Develop and maintain cutting-edge telecommunications services.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient communication technology services.

SUMMARY:

The Department of Management Services (DMS), Division of Telecommunications (DivTel) requests \$674,160 of non-recurring budget authority in the Telecommunications Services budget entity (72900100) and the Contracted Services (100777) appropriation category within the Communications Working Capital Trust Fund (2105) to fund the first year of a two-year staff augmentation to assist with the SUNCOM Communications Services (SCS) migration and to fund Independent Verification and Validation (IV and V). The second year staff augmentation and IV and V will be requested for the 2019-2020 Legislative session. DivTel provides telecommunications services through a technology program known as SUNCOM, which includes voice, data, wiring and cabling, and conferencing services. DivTel provides these services to all state agencies, which are required to use SUNCOM services, and other eligible users including state and local governments, educational institutions, libraries, and non-profit organizations. By achieving economies of scale through volume procurement and competitive bidding, SUNCOM prices are on average 52% below commercial rates.

The State contracts with multiple service providers to provide local phone service, contact center, long distance, toll free, and conferencing services as required under section 282.703, Florida Statutes. SUNCOM provides legacy Centrex

COL A03		COL A04		COL A05		CODES
AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
<u>TELECOMMUNICATIONS SVCS</u>						72900100
GOV OPERATIONS/SUPPORT						16
<u>INFORMATION TECHNOLOGY</u>						<u>1603.00.00.00</u>
RE-ENGINEERING THE WORKPLACE						4000000
COMMUNICATIONS SERVICES MIGRATION						
STAFF AUGMENTATION						40015C0

services for over 65,000 subscribers, Hosted Voice over Internet Protocol (VoIP) service for over 20,000 subscribers, and Session Initiation Protocol Trunking (SIP) service with over 4,000 concurrent call paths and 50,000 phone numbers serving approximately 40 premise based phone systems (including 17 premise telephony systems procured by state agencies using the SUNCOM Telephony Equipment Premises-Based Services (STEPS) service offering). Three contracted telecommunications engineering project managers with expertise in VoIP system design and implementation will be responsible for the overall management of the migration of services from existing SUNCOM contracts to the SCS contract(s).

RETURN ON INVESTMENT (ROI):

The return on investment for funding this issue is the ability to maintain the current quality of mission critical voice services for existing customers and mitigate the risk of service disruptions for critical agency operations. Maintaining current operations and conducting a seamless migration is critical since customers, including Public Safety, depend upon these services to serve and protect the citizens of Florida. In addition, savings related to the anticipated lower cost for VoIP based services will not be realized until sites are migrated; therefore, a delay in migration equates to paying more for each day the migration is delayed.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

Without funding, maintaining current SUNCOM operations while conducting a seamless migration of SUNCOM voice services to SCS will be in jeopardy as existing staff will be re-directed from supporting existing services and normal operations to support the migration. The contracts expiring will pose potential service interruptions to current ongoing services. Customers, including Public Safety, depend upon these services to serve and protect the citizens of Florida. In addition, savings related to the anticipated lower cost for VoIP based services will not be realized until sites are migrated; therefore, a delay in migration equates to state agencies and other eligible customers paying more for each day the migration is delayed. The Department will not have Independent Verification and Validation (IV and V) from an independent party to provide an objective assessment of products and processes throughout the project management lifecycle without funding. As enacted by Florida Administrative Code Rule Chapter 74-1.009 (7) IV and V must be employed for any project that meets the criteria for Agency for State Technology (AST) oversight.

BACKGROUND:

SUNCOM's portfolio of voice services are spread across multiple contracts with different durations, Service Level Agreements (SLAs), terms, and conditions. According to the December 2014 SUNCOM services business case, there are nine types of services provided under contracts with ten different providers. During FY 2015-2016, the total spend for these services totaled \$51.8 million, and the contracts for these services will expire within the next 3 years, prompting the department to act quickly. To address these business concerns, improve services, and reduce costs, the Department will procure SUNCOM Communications Services (SCS) as a multi-year contract.

SCS will be a multi-year, multi-vendor contract, which will include VoIP services (Hosted and Premise systems), Contact Center, Messaging, Presence, Conferencing, Notification, and Mobility communications services. SCS will provide customers several service providers to select from for their communications needs using a quoting process. SCS will provide fully managed services with strict service level agreements. DMS will need to migrate over 65,000 Centrex line

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
<u>TELECOMMUNICATIONS SVCS</u>						72900100
GOV OPERATIONS/SUPPORT						16
<u>INFORMATION TECHNOLOGY</u>						<u>1603.00.00.00</u>
RE-ENGINEERING THE WORKPLACE						4000000
COMMUNICATIONS SERVICES MIGRATION						
STAFF AUGMENTATION						40015C0

subscribers and 500 Primary Rate Interfaces (PRI) to the SCS service. Migrating legacy Centrex services to VoIP is anticipated to reduce customer costs. SIP Trunking is 40% cheaper than PRI and Hosted Voice Service (HVS) with the bundled long distance costs.

Additional budgetary authority is needed in the Contracted Services appropriation category to fund additional staff augmentation for the SCS migration and to fund Independent Verification and Validation from an independent party to provide an objective assessment of products and processes throughout the project management lifecycle. The Department is in the process of finalizing a solicitation to establish a new contract(s) for SCS, replacing its existing voice related contracts. Migrating existing voice services to SCS will be a complex and substantial task and will be the first time DMS has attempted a voice services migration of this magnitude. Current staffing is not adequate to undertake a significant migration of this scope and complexity. Without the increase to the Contracted Services category, the Department will be unable to migrate all customers to SCS in the required timeframe.

If this issue is not funded, due to the significant volume and complexity of tasks to be accomplished during the migration, Department staff resources will be re-directed from supporting existing services and normal operations to support the migration. The current customers could incur costs associated with delayed response time due to the re-direction of current resources to the migration project. In addition, without the requested expert project resources, the SCS migration schedule will likely be compromised requiring additional Department resources to prepare an extension to the current contracts and defer realizing anticipated savings related to deploying lower cost, Internet Protocol based communication services.

As enacted by Florida Administrative Code Rule Chapter 74-1.009 (7) Independent Verification and Validation (IV and V) must be employed for any project that meets the criteria for AST oversight. The Agency will purchase IV and V services in compliance with Section 287.056, Florida Statutes, or procure such services in a manner consistent with Florida procurement laws. The Department will collaborate with AST when creating solicitations and contracts for IV and V services, and when identifying the amount of funding to be requested for IV and V as part of the project's Legislative Budget Request. IV and V contract deliverables, including invoices, will be provided to AST at or around the time they are delivered by the IV and V vendor to the Department.

TOTAL: INFORMATION TECHNOLOGY						<u>1603.00.00.00</u>
BY FUND TYPE						
	68.00					
TRUST FUNDS.....	261,989,965	674,160				2000
SALARY RATE.....	3,921,183					
=====						

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: TECHNOLOGY PROGRAM							72900000
WIRELESS SERVICES							72900200
GOV OPERATIONS/SUPPORT							16
INFORMATION TECHNOLOGY							1603.00.00.00
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....		745,132					
=====							
SALARIES AND BENEFITS							010000
		11.00					
LAW ENFORCEMENT RADIO TF -STATE		932,441					2432 1
=====							
OTHER PERSONAL SERVICES							030000
LAW ENFORCEMENT RADIO TF -STATE		92,402					2432 1
=====							
EXPENSES							040000
LAW ENFORCEMENT RADIO TF -STATE		263,436					2432 1
=====							
OPERATING CAPITAL OUTLAY							060000
LAW ENFORCEMENT RADIO TF -STATE		22,000					2432 1
=====							
SPECIAL CATEGORIES							100000
ACQUISITION/MOTOR VEHICLES							100021
LAW ENFORCEMENT RADIO TF -STATE		60,000					2432 1
=====							
G/A-IMPLEMENTATION GRANTS							100197
OPERATING TRUST FUND -STATE		620,099					2510 1
=====							
CONTRACTED SERVICES							100777
LAW ENFORCEMENT RADIO TF -STATE		3,742,220					2432 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: TECHNOLOGY PROGRAM							72900000
WIRELESS SERVICES							72900200
GOV OPERATIONS/SUPPORT							16
INFORMATION TECHNOLOGY							<u>1603.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
SEMINOLE COUNTY CAD							100791
GENERAL REVENUE FUND -STATE		1,000,000					1000 1
=====							
FLORIDA INTEROPER NETWORK							100831
GENERAL REVENUE FUND -STATE		1,384,943					1000 1
=====							
MUTUAL AID BUILD-OUT							100832
GENERAL REVENUE FUND -STATE		606,476					1000 1
=====							
RISK MANAGEMENT INSURANCE							103241
LAW ENFORCEMENT RADIO TF -STATE		1,633					2432 1
=====							
SW LAW ENF RADIO CONTR PMT							104486
LAW ENFORCEMENT RADIO TF -STATE		18,220,000					2432 1
=====							
LEASE/PURCHASE/EQUIPMENT							105281
LAW ENFORCEMENT RADIO TF -STATE		1,394					2432 1
=====							
TR/DMS/HR SVCS/STW CONTRCT							107040
LAW ENFORCEMENT RADIO TF -STATE		4,086					2432 1
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
WIRELESS SERVICES				72900200
GOV OPERATIONS/SUPPORT				16
INFORMATION TECHNOLOGY				1603.00.00.00
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
LAW ENFORCEMENT RADIO TF -STATE	3,100			2432 1
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS				1001000
TOTAL POSITIONS.....	11.00			
TOTAL ISSUE.....	26,954,230			
TOTAL SALARY RATE.....	745,132			
CASUALTY INSURANCE PREMIUM				
ADJUSTMENT				1001090
SPECIAL CATEGORIES				100000
RISK MANAGEMENT INSURANCE				103241
LAW ENFORCEMENT RADIO TF -STATE	17-			2432 1
SALARY INCREASES FOR FY 2017-18 -				
STATEWIDE - EFFECTIVE 10/1/2017				1001600
SALARY RATE				000000
SALARY RATE.....	11,000			
SALARIES AND BENEFITS				010000
LAW ENFORCEMENT RADIO TF -STATE	9,534			2432 1
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
LAW ENFORCEMENT RADIO TF -STATE	8			2432 1
TOTAL: SALARY INCREASES FOR FY 2017-18 -				1001600
STATEWIDE - EFFECTIVE 10/1/2017				
TOTAL ISSUE.....	9,542			
TOTAL SALARY RATE.....	11,000			

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: TECHNOLOGY PROGRAM							72900000
<u>WIRELESS SERVICES</u>							72900200
GOV OPERATIONS/SUPPORT							16
<u>INFORMATION TECHNOLOGY</u>							<u>1603.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
SALARIES AND BENEFITS							010000
LAW ENFORCEMENT RADIO TF -STATE		2,649					2432 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
LAW ENFORCEMENT RADIO TF -STATE		3					2432 1
=====							
TOTAL: FLORIDA RETIREMENT SYSTEM							1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							
TOTAL ISSUE.....		2,652					
=====							
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
LAW ENFORCEMENT RADIO TF -STATE		17-					2432 1
=====							
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
LAW ENFORCEMENT RADIO TF -STATE		14-					2432 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: TECHNOLOGY PROGRAM							72900000
<u>WIRELESS SERVICES</u>							72900200
GOV OPERATIONS/SUPPORT							16
<u>INFORMATION TECHNOLOGY</u>							<u>1603.00.00.00</u>
NONRECURRING EXPENDITURES							2100000
STATEWIDE LAW ENFORCEMENT RADIO							
SYSTEM EQUIPMENT							2103036
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
LAW ENFORCEMENT RADIO TF -STATE		350,000-					2432 1
=====							
FIRST RESPONDER NETWORK AUTHORITY							
(FIRSTNET) GRANT							2103040
SPECIAL CATEGORIES							100000
G/A-IMPLEMENTATION GRANTS							100197
OPERATING TRUST FUND -STATE		620,099-					2510 1
=====							
STATEWIDE LAW ENFORCEMENT RADIO							
SYSTEM (SLERS) STAFF AUGMENTATION							
AND INDEPENDENT VERIFICATION AND							
VALIDATION SERVICES							2103041
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
LAW ENFORCEMENT RADIO TF -STATE		1,292,220-					2432 1
=====							
SEMINOLE COUNTY COMPUTER AIDED							
DISPATCH SYSTEM							2103042
SPECIAL CATEGORIES							100000
SEMINOLE COUNTY CAD							100791
GENERAL REVENUE FUND -STATE		1,000,000-					1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: TECHNOLOGY PROGRAM							72900000
WIRELESS SERVICES							72900200
GOV OPERATIONS/SUPPORT							16
INFORMATION TECHNOLOGY							1603.00.00.00
NONRECURRING EXPENDITURES							2100000
REPLACEMENT OF MOTOR VEHICLES							2103080
SPECIAL CATEGORIES							100000
ACQUISITION/MOTOR VEHICLES							100021
LAW ENFORCEMENT RADIO TF -STATE		60,000-					2432 1
=====							
DOMESTIC SECURITY - FLORIDA MUTUAL AID BUILD OUT (MAB)							
INSUFFICIENT FUNDING							2103082
SPECIAL CATEGORIES							100000
MUTUAL AID BUILD-OUT							100832
GENERAL REVENUE FUND -STATE		606,476-					1000 1
=====							
DOMESTIC SECURITY - FLORIDA INTEROPERABILITY NETWORK (FIN)							
INSUFFICIENT FUNDING							2103083
SPECIAL CATEGORIES							100000
FLORIDA INTEROPER NETWORK							100831
GENERAL REVENUE FUND -STATE		1,384,943-					1000 1
=====							
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
STATEWIDE SALARY INCREASE FOR FY 2017-18 - THREE MONTHS							
ANNUALIZATION							26A6300
SALARIES AND BENEFITS							010000
LAW ENFORCEMENT RADIO TF -STATE		3,178					2432 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
LAW ENFORCEMENT RADIO TF -STATE		3					2432 1
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
<u>WIRELESS SERVICES</u>				72900200
GOV OPERATIONS/SUPPORT				16
<u>INFORMATION TECHNOLOGY</u>				<u>1603.00.00.00</u>
ANNUALIZATION OF ADMINISTERED				
FUNDS APPROPRIATIONS				26A0000
STATEWIDE SALARY INCREASE FOR FY				
2017-18 - THREE MONTHS				
ANNUALIZATION				26A6300
TOTAL: STATEWIDE SALARY INCREASE FOR FY				26A6300
2017-18 - THREE MONTHS				
ANNUALIZATION				
TOTAL ISSUE.....	3,181			

STATE ENTERPRISE INFORMATION				
TECHNOLOGY				3610000
FLORIDA REGION INTERFERENCE				
EQUIPMENT				36146C0
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
LAW ENFORCEMENT RADIO TF -STATE	150,100	150,100		2432 1

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE: IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25: Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 GOAL #12: To deliver and promote the development of high quality, innovative, cost-efficient communication technology services. This issue impacts the Wireless Services Network Operations activity.

SUMMARY:
 The Department of Management Services (DMS), Division of Telecommunications Services requests \$150,100 of nonrecurring budget authority in the Wireless Services budget entity (72900200), Contracted Services category (100777) in Law Enforcement Radio Trust Fund (2432) to fund the re-write of the Florida Region Interference Program (FRIP) from the legacy Disk Operating System (DOS) to a Windows operating system. The FRIP system is a manual process that reviews and ensures no interference in the 800 Megahertz (MHz) radio channels, which are used by state and local public safety agencies during emergencies. This process is mandated by the Federal Communications Commission and will not be able to continue without FRIP to approve the administration of the 800 MHz channels in Florida.

The current DOS operated FRIP software application is approximately 21 years old making the system vulnerable to security

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
						72000000
						72900000
						72900200
						16
						<u>1603.00.00.00</u>
						3610000
						36146C0

MANAGEMENT SRVCS, DEPT OF
 PGM: TECHNOLOGY PROGRAM
WIRELESS SERVICES
 GOV OPERATIONS/SUPPORT
INFORMATION TECHNOLOGY
 STATE ENTERPRISE INFORMATION
 TECHNOLOGY
 FLORIDA REGION INTERFERENCE
 EQUIPMENT

72000000
 72900000
 72900200
 16
1603.00.00.00
 3610000
 36146C0

breaches, unsupported by third-party software and cumbersome to use. The demand for Florida's 800 MHz channels is greater than in other states due to Florida's number of population centers with need for channels. This demand will increase as more agencies migrate to 800 MHz radio systems from Very High Frequency-Highband (150 MHz) and Ultra High Frequency (460 MHz) spectrums.

The re-write of the FRIP software application is necessary for the current Windows environment. Commercial off-the-shelf (COTS) software was also researched, which provided no equivalent functionality of the FRIP software.

RETURN ON INVESTMENT (ROI):

The funding of this issue will provide for a more efficient process for DMS to review and ensure no interference in the 800 MHz channels license applications and update the FRIP 800 MHz database as each application is processed. It will also provide state and local applicants with a more efficient FRIP software for preparing license applications, avoiding the cumbersome use of third party software in a Windows operating system. This process permits the administration of the 800 MHz channels in Florida as mandated by the Federal Communications Commission.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

The FRIP software is available to state and local public safety agencies. If not funded, the current DOS operated FRIP software application will continue to require unsupported third-party software and risk becoming non-functional. Security breaches are a threat with the use of the unsupported third party software. Without FRIP remaining functional, the department will be unable to process 800 MHz license applications as mandated by the Federal Communications Commission.

BACKGROUND:

The Florida Region Interference Program (FRIP) is necessary even after the Statewide Law Enforcement Radio System (SLERS) potentially migrates to SLERS2. Many of the 800 MHz channels used in SLERS are safeguarded by FRIP. There are 30 channels specifically allotted for SLERS. However, other channels in the 800 MHz pool of channels are assigned for SLERS use that must be protected from use by other agencies' use within potential interference range. Conversely, the other agencies' use must be protected from interference from SLERS use. The FRIP software also prevents 800 MHz guard channels from being assigned, which are specifically allotted to safeguard the 30 channels specifically allotted for SLERS.

From April 2009 to March 2016, 221 license applications were processed for technical review; 46 for State agencies and 88 for SLERS' fixed sites or SLERS' mobile radio systems in support of special events and disaster response. The FRIP software is utilized at least twice for each license application once by the agency preparing the application and once by DMS performing the technical review for a total use of 442 times for a yearly average of approximately 63 times for agency preparation and DMS' technical review.

The department also researched the methods by which other states perform their responsibilities to administer 800 MHz channels. Specifically, staff reviewed methods by Georgia, Alabama, California and Texas. Florida's approach is unique among the states reviewed for several reasons. Florida is the only state to maintain a database of cumulative results

COL A03		COL A04		COL A05		CODES
AGY REQUEST	AGY REQ N/R	AGY REQ ANZ				
FY 2018-19	FY 2018-19	FY 2018-19				
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
<u>WIRELESS SERVICES</u>						72900200
GOV OPERATIONS/SUPPORT						16
<u>INFORMATION TECHNOLOGY</u>						<u>1603.00.00.00</u>
STATE ENTERPRISE INFORMATION						
TECHNOLOGY						3610000
FLORIDA REGION INTERFERENCE						
EQUIPMENT						36146C0

from the interference, coverage contour, and mapping analysis done as part of the application reviews. Because of the database, Florida's system is the only one that does not require the applicant to perform the interference, coverage contour, and mapping themselves through the services of a registered professional engineer. Both of these factors make Florida's system more efficient for both DMS staff and applicants, which speeds up the process and means mission critical (life-saving) communications can be utilized as soon as possible.

RE-ENGINEERING THE WORKPLACE						4000000
STATEWIDE LAW ENFORCEMENT RADIO						
SYSTEM (SLERS) STAFF AUGMENTATION						
AND INDEPENDENT VERIFICATION AND						
VALIDATION SERVICES						40014C0
SPECIAL CATEGORIES						100000
CONTRACTED SERVICES						100777
LAW ENFORCEMENT RADIO TF -STATE	1,292,220	1,292,220				2432 1

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #15: Develop and maintain a cutting-edge telecommunications infrastructure.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 GOAL #12: Deliver and promote the development of high quality, innovative, and cost-effective communication technology services. This issue impacts the Wireless Services Network Operations activity.

SUMMARY:
 The Department of Management Services, Division of Telecommunications requests \$1,292,220 of nonrecurring budget authority in the Wireless Services budget entity (72900200) and Contracted Services category (100777) within the Law Enforcement Radio Trust Fund (2432) to fund Independent Verification and Validation (IV and V) and twelve months of staff augmentation to provide management consulting resources to manage the competitive procurement process to replace the existing Statewide Law Enforcement Radio System contract.

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
						72000000
						72900000
						72900200
						16
						<u>1603.00.00.00</u>
						4000000
						40014C0

MANAGEMENT SRVCS, DEPT OF
 PGM: TECHNOLOGY PROGRAM
WIRELESS SERVICES

GOV OPERATIONS/SUPPORT
INFORMATION TECHNOLOGY

RE-ENGINEERING THE WORKPLACE
 STATEWIDE LAW ENFORCEMENT RADIO
 SYSTEM (SLERS) STAFF AUGMENTATION
 AND INDEPENDENT VERIFICATION AND
 VALIDATION SERVICES

RETURN ON INVESTMENT (ROI):

This issue will provide funding for appropriate resources to manage a competitive procurement to replace the Statewide Law Enforcement Radio System Contract, and IV and V from an independent party to provide an objective assessment of products and processes throughout the project management lifecycle.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

The Department will not have the appropriate resources to manage a competitive procurement to replace the Statewide Law Enforcement Radio System Contract, and IV and V from an independent party to provide an objective assessment of products and processes throughout the project management lifecycle without funding. The Agency for State Technology under Section 282.0051(4), Florida Statutes, is required to perform project oversight on all state agency information technology projects that have total project costs of \$10 million or more and that are funded in the General Appropriations Act or any other law. As enacted by Florida Administrative Code Rule Chapter 74-1.009 (7) IV and V must be employed for any project that meets the criteria for Agency State Technology oversight.

BACKGROUND:

Florida's Statewide Law Enforcement Radio System (SLERS) is a single, unified digital radio network that meets the radio voice communication needs of state law enforcement officers and other participating agencies throughout the state. The goal of the SLERS is to provide state law enforcement personnel with a shared radio system. The current system serves over 20,500 radios in patrol cars, boats, motorcycles and aircraft throughout the State.

The Department is requesting budget authority to fund IV and V from an independent party to provide an objective assessment of products and processes throughout the project management lifecycle; and staff augmentation for a period of twelve months to provide management consulting of SLERS re-procurement during the competitive procurement process, including, project plan management, consultation with the Department, evaluation of responses, negotiation with respondents that will result in a new contract to replace the existing Statewide Law Enforcement Radio System contract. Additional budget authority in the Contracted Services category (100777) is needed to meet these needs.

The Statewide Law Enforcement Radio System was established with oversight by the Department of Management Services in section 282.709(1), Florida Statutes. The Legislature provided \$810,304 in Fiscal Year (FY) 2015-2016, \$1,083,800 in FY 2016-2017, and \$1,292,220 in FY 2017-2018 of nonrecurring funding for the competitive procurement development. For FY 2018-2019 the Department is requesting \$1,142,220 (Staff Augmentation) and \$150,000 (IV and V). The staff augmentation continuation includes:

- Project Manager - Maintain Project Management Plan including timeline, communications, status updates, monitoring and risk management;
- Technical Project Manager - Participate on evaluation team, inspect contractor deliverables, lead coverage testing plan and advise Department on build-out progress.

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
<u>WIRELESS SERVICES</u>						72900200
GOV OPERATIONS/SUPPORT						16
<u>INFORMATION TECHNOLOGY</u>						<u>1603.00.00.00</u>
RE-ENGINEERING THE WORKPLACE						4000000
STATEWIDE LAW ENFORCEMENT RADIO						
SYSTEM (SLERS) STAFF AUGMENTATION						
AND INDEPENDENT VERIFICATION AND						
VALIDATION SERVICES						40014C0

Procurement Development Manager and Business Process Consultant - Participate on negotiation team, collect evaluation results and calculate scores. Develop Project Management Plan for build-out/migration phase, accountable for successful delivery of milestones within period permitted, monitor contractor performance and documentation of progress and deliverables.
 Quality Assurance Analyst - Document site build-out with assets and locations and provide coverage testing.

The Agency for State Technology (AST) under Section 282.0051(4), Florida Statutes (F.S.), is required to perform project oversight on all state agency information technology projects that have total project costs of \$10 million or more and that are funded in the General Appropriations Act or any other law. As enacted by Florida Administrative Code Rule Chapter 74-1.009 (7) Independent Verification and Validation (IV and V) must be employed for any project that meets the criteria for AST oversight. The Agency will purchase IV and V services in compliance with Section 287.056, F.S., or procure such services in a manner consistent with Florida procurement laws. The Department will collaborate with AST when creating solicitations and contracts for IV and V services, and when identifying the amount of funding to be requested for IV and V as part of the project's Legislative Budget Request.

FUNDING DEFICIENCIES TO MEET						
CURRENT LEVEL PROGRAM REQUIREMENTS						4100000
DOMESTIC SECURITY - FLORIDA MUTUAL						
AID BUILD OUT (MAB)						
INSUFFICIENT FUNDING						41004C0
SPECIAL CATEGORIES						100000
MUTUAL AID BUILD-OUT						100832
GENERAL REVENUE FUND	-STATE	565,852				1000 1

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AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#15: Develop and maintain a cutting-edge telecommunications infrastructure.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
						72000000
						72900000
						72900200
						16
						<u>1603.00.00.00</u>
						4100000
						41004C0

MANAGEMENT SRVCS, DEPT OF
 PGM: TECHNOLOGY PROGRAM
WIRELESS SERVICES
 GOV OPERATIONS/SUPPORT
INFORMATION TECHNOLOGY

FUNDING DEFICIENCIES TO MEET
 CURRENT LEVEL PROGRAM REQUIREMENTS
 DOMESTIC SECURITY - FLORIDA MUTUAL
 AID BUILD OUT (MAB)
 INSUFFICIENT FUNDING

72000000
 72900000
 72900200
 16
1603.00.00.00
 4100000
 41004C0

GOAL #12: To deliver and promote the development of high quality, innovative, cost-efficient communication technology services. This issue affects the Wireless Services Network Operations activity.

SUMMARY:

The Department of Management Services (DMS), Division of Telecommunications requests \$565,852 of recurring budget authority in the Wireless Services budget entity (72900200), Mutual Aid Build-out category (100832) in the General Revenue Fund (1000) for the maintenance and operations of the Mutual Aid Build-out (MAB). These funds are used for network connectivity, tower rent and maintenance. This system is comprised of radio coverage devices on 22 tower sites that provide a common radio signal to state and local public safety agencies including law enforcement, emergency medical services and fire when first responders travel outside of their home radio system service area to assist in times of disaster events and multi-jurisdictional incidents.

RETURN ON INVESTMENT (ROI):

The funding of this issue will provide continued funding for the maintenance and operation of the MAB system, enabling communications between public safety emergency responders who rely on these services to provide communications to users with disparate radio equipment. The return on investment for public safety communications systems and networks is in the improved communications capability provided for public safety emergency responders (state and local) in the protection of lives and property for Florida's citizens and visitors, more effectively and efficiently fulfilling their missions.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

This system is comprised of radio coverage devices on 22 tower sites that provide a common radio signal to state and local public safety agencies including law enforcement, emergency medical services and fire when first responders travel outside of their home radio system service area to assist in times of disaster events and multi-jurisdictional incidents. Without the MAB system, public safety emergency responders from neighboring or distant jurisdictions (including other states) will be unable to communicate using the radios they bring with them to the incident. In the absence of funding, DMS must begin terminating tower leases, network connections, and begin removing mutual aid radio equipment as early as May 1, 2018.

BACKGROUND:

The Florida mutual aid radio resources, known as the MAB system, was established in 2005 by DMS in sections 282.709(1) and (4), Florida Statutes. Mutual aid resources are an important tool to provide communications on-ramps for public safety emergency responders from neighboring or distant jurisdictions (including other states) with disparate radio equipment. This system is comprised of radio coverage devices on 22 tower sites that provide a common radio signal to state and local public safety agencies including law enforcement, emergency medical services, and fire when first responders travel outside of their home radio system service area to assist in times of disaster events and multi-jurisdictional incidents. Without the MAB system, public safety responders from neighboring or distant jurisdictions (including other states) are not able to communicate using the radios they bring with them to the incident.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
<u>WIRELESS SERVICES</u>				72900200
GOV OPERATIONS/SUPPORT				16
<u>INFORMATION TECHNOLOGY</u>				<u>1603.00.00.00</u>
FUNDING DEFICIENCIES TO MEET				
CURRENT LEVEL PROGRAM REQUIREMENTS				4100000
DOMESTIC SECURITY - FLORIDA MUTUAL				
AID BUILD OUT (MAB)				
INSUFFICIENT FUNDING				41004C0

Budget authority in the Mutual Aid Build-Out appropriation category is needed to provide for the tower rent, maintenance and operation of MAB. Without the increase to the MAB appropriation category, the agency will be unable to provide the network connectivity, tower rent and maintenance for the MAB system. If this issue is not funded, mutual aid radio resources provided as part of the MAB system will be disconnected, abandoned, or removed from the existing state-leased tower sites once the funding runs out. As a result, this will hinder communications between public safety emergency responders who rely on these services to provide communications to users with disparate radio equipment. Without the MAB system, public safety emergency responders from neighboring or distant jurisdictions (including other states) will not be able to communicate using the radios they bring with them to the incident. In the absence of funding, the Department of Management Services must begin terminating tower leases, network connections, and removing mutual aid radio equipment.

DOMESTIC SECURITY - FLORIDA				
INTEROPERABILITY NETWORK (FIN)				
INSUFFICIENT FUNDING				41005C0
SPECIAL CATEGORIES				100000
FLORIDA INTEROPER NETWORK				100831
GENERAL REVENUE FUND				
-STATE	1,296,900			1000 1

=====

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#15: Develop and maintain a cutting-edge telecommunications infrastructure.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

GOAL #12: To deliver and promote the development of high quality, innovative, cost-efficient communication technology services. This issue impacts the Wireless Services Network Operations activity.

SUMMARY:

The Department of Management Services, Division of Telecommunications Services requests \$1,296,900 of recurring budget authority in the Wireless Services budget entity (72900200), Florida Interoperability Network category (100831) in the

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
<u>WIRELESS SERVICES</u>						72900200
GOV OPERATIONS/SUPPORT						16
<u>INFORMATION TECHNOLOGY</u>						<u>1603.00.00.00</u>
FUNDING DEFICIENCIES TO MEET						
CURRENT LEVEL PROGRAM REQUIREMENTS						4100000
DOMESTIC SECURITY - FLORIDA						
INTEROPERABILITY NETWORK (FIN)						
INSUFFICIENT FUNDING						41005C0

General Revenue Fund (1000) for the maintenance and operations of the Florida Interoperability Network (FIN). These funds are used for network connectivity and maintenance. The FIN is comprised of radio network devices installed at 160 communication centers throughout the state that provide communication patches between disparate radio systems. These communication patches are necessary when multi-jurisdictional first responders are each within their home radio system service area but utilize disparate radios systems that cannot communicate for various reasons such as different manufacturer brands or different radio frequency technology. The program is available to state and local public safety agencies including law enforcement, emergency medical services, and fire.

RETURN ON INVESTMENT (ROI):

This issue will provide continued funding for the maintenance and operation of the Florida Interoperability Network (FIN), enabling communications between public safety emergency responders who rely on these services to provide communications to users with disparate radio equipment. The return on investment for public safety communications systems and networks is in the improved communications capability provided for public safety emergency responders (state and local) in the protection of lives and property for Florida's citizens and visitors, more effectively and efficiently fulfilling their missions.

WHAT WILL HAPPEN IF THIS ISSUE IS NOT FUNDED?

The program is available to state and local public safety agencies including law enforcement, emergency medical services, and fire. Without the FIN program, public safety emergency responders using disparate radio systems would be unable to communicate during multi-jurisdictional incidents. In the absence of funding, the department must begin terminating FIN sites, network connections, and begin removing equipment.

BACKGROUND:

The Florida Interoperability Network (FIN) was established in 2005 by the Department of Management Services pursuant to sections 282.709(1) and (4), Florida Statutes. The Florida Interoperability Network is comprised of radio network devices installed at 160 communication centers throughout the state that provide communication patches between disparate radio systems. These communication patches are necessary when multi-jurisdictional first responders are each within their home radio system service area but utilize disparate radios systems that cannot communicate for various reasons such as different manufacturer brands or different radio frequency technology. The program is available to state and local public safety agencies including law enforcement, emergency medical services, and fire.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	POS	POS	CODES
	AMOUNT	AMOUNT	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
<u>WIRELESS SERVICES</u>				72900200
GOV OPERATIONS/SUPPORT				16
<u>INFORMATION TECHNOLOGY</u>				<u>1603.00.00.00</u>
TOTAL: INFORMATION TECHNOLOGY				<u>1603.00.00.00</u>
BY FUND TYPE				
GENERAL REVENUE FUND	1,862,752			1000
TRUST FUNDS	23,098,139	1,442,320		2000
TOTAL POSITIONS.....	11.00			
TOTAL PROG COMP.....	24,960,891	1,442,320		
TOTAL SALARY RATE.....	756,132			

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: PERC							72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>							72920100
ECONOMIC OPPORTUNITIES							11
<u>WORKFORCE SERVICES</u>							<u>1102.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....		1,746,697					
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		1,394,336					1000 1
PERC TRUST FUND -STATE		1,280,551					2558 1
TOTAL POSITIONS.....		24.00					
TOTAL APPRO.....		2,674,887					
=====							
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND -STATE		149,277					1000 1
PERC TRUST FUND -STATE		53,628					2558 1
TOTAL APPRO.....		202,905					
=====							
EXPENSES							040000
GENERAL REVENUE FUND -STATE		57,094					1000 1
PERC TRUST FUND -STATE		345,814					2558 1
TOTAL APPRO.....		402,908					
=====							
OPERATING CAPITAL OUTLAY							060000
GENERAL REVENUE FUND -STATE		37,399					1000 1
PERC TRUST FUND -STATE		5,721					2558 1
TOTAL APPRO.....		43,120					
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: PERC							72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>							72920100
ECONOMIC OPPORTUNITIES							11
<u>WORKFORCE SERVICES</u>							<u>1102.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
TRANS TO DIV ADM HEARINGS							100565
PERC TRUST FUND -STATE		16,534					2558 1
=====							
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE		35,070					1000 1
PERC TRUST FUND -STATE		32,500					2558 1
TOTAL APPRO.....		67,570					
=====							
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND -STATE		2,914					1000 1
PERC TRUST FUND -STATE		4,469					2558 1
TOTAL APPRO.....		7,383					
=====							
ADMINISTRATIVE OVERHEAD							105002
GENERAL REVENUE FUND -STATE		34,314					1000 1
=====							
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		5,068					1000 1
PERC TRUST FUND -STATE		4,941					2558 1
TOTAL APPRO.....		10,009					
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		17,339					1000 1
PERC TRUST FUND -STATE		17,619					2558 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: PERC							72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>							72920100
ECONOMIC OPPORTUNITIES							11
<u>WORKFORCE SERVICES</u>							<u>1102.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
TOTAL APPRO.....		34,958					
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....	24.00						
TOTAL ISSUE.....		3,494,588					
TOTAL SALARY RATE.....		1,746,697					
CASUALTY INSURANCE PREMIUM ADJUSTMENT							1001090
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND -STATE		1,555-					1000 1
PERC TRUST FUND -STATE		2,386-					2558 1
TOTAL APPRO.....		3,941-					
SALARY INCREASES FOR FY 2017-18 - STATEWIDE - EFFECTIVE 10/1/2017							1001600
SALARY RATE							000000
SALARY RATE.....	23,600						
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		10,775					1000 1
PERC TRUST FUND -STATE		9,894					2558 1
TOTAL APPRO.....		20,669					
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		44					1000 1
PERC TRUST FUND -STATE		45					2558 1

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: PERC							72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>							72920100
ECONOMIC OPPORTUNITIES							11
<u>WORKFORCE SERVICES</u>							<u>1102.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
SALARY INCREASES FOR FY 2017-18 -							
STATEWIDE - EFFECTIVE 10/1/2017							1001600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
TOTAL APPRO.....		89					
TOTAL: SALARY INCREASES FOR FY 2017-18 -							1001600
STATEWIDE - EFFECTIVE 10/1/2017							
TOTAL ISSUE.....		20,758					
TOTAL SALARY RATE.....	23,600						
SALARY INCREASES FOR FY 2017-18 -							
CERTAIN OFFICERS AND DESIGNATED							
EMPLOYEES - EFFECTIVE 10/1/2017							1001630
SALARY RATE							000000
SALARY RATE.....	2,000						
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		1,020					1000 1
PERC TRUST FUND -STATE		937					2558 1
TOTAL APPRO.....		1,957					
TOTAL: SALARY INCREASES FOR FY 2017-18 -							1001630
CERTAIN OFFICERS AND DESIGNATED							
EMPLOYEES - EFFECTIVE 10/1/2017							
TOTAL ISSUE.....		1,957					
TOTAL SALARY RATE.....	2,000						

	COL A03		COL A04		COL A05		CODES
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: PERC							72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>							72920100
ECONOMIC OPPORTUNITIES							11
<u>WORKFORCE SERVICES</u>							<u>1102.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		8,203					1000 1
PERC TRUST FUND -STATE		7,533					2558 1
TOTAL APPRO.....		15,736					
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		15					1000 1
PERC TRUST FUND -STATE		16					2558 1
TOTAL APPRO.....		31					
TOTAL: FLORIDA RETIREMENT SYSTEM							1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							
TOTAL ISSUE.....		15,767					
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		21-					1000 1
PERC TRUST FUND -STATE		20-					2558 1
TOTAL APPRO.....		41-					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: PERC							72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>							72920100
ECONOMIC OPPORTUNITIES							11
<u>WORKFORCE SERVICES</u>							<u>1102.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		81-					1000 1
PERC TRUST FUND -STATE		82-					2558 1
TOTAL APPRO.....		163-					
=====							
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
STATEWIDE SALARY INCREASE FOR FY 2017-18 - THREE MONTHS							
ANNUALIZATION SALARIES AND BENEFITS							26A6300
GENERAL REVENUE FUND -STATE		3,592					1000 1
PERC TRUST FUND -STATE		3,298					2558 1
TOTAL APPRO.....		6,890					
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
GENERAL REVENUE FUND -STATE		15					1000 1
PERC TRUST FUND -STATE		15					2558 1
TOTAL APPRO.....		30					
=====							
TOTAL: STATEWIDE SALARY INCREASE FOR FY 2017-18 - THREE MONTHS ANNUALIZATION							26A6300
TOTAL ISSUE.....		6,920					
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: PERC							72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>							72920100
ECONOMIC OPPORTUNITIES							11
<u>WORKFORCE SERVICES</u>							<u>1102.00.00.00</u>
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
CERTAIN OFFICERS AND DESIGNATED EMPLOYEES SALARY INCREASE FOR FY 2017-18 - THREE MONTHS							
ANNUALIZATION							26A6320
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		340					1000 1
PERC TRUST FUND -STATE		312					2558 1
TOTAL APPRO.....		652					
TOTAL: WORKFORCE SERVICES							<u>1102.00.00.00</u>
BY FUND TYPE							
GENERAL REVENUE FUND		1,755,158					1000
TRUST FUNDS		1,781,339					2000
TOTAL POSITIONS.....	24.00						
TOTAL PROG COMP.....		3,536,497					
TOTAL SALARY RATE.....		1,772,297					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: COMM ON HUMAN RELAT							72950000
<u>HUMAN RELATIONS</u>							72950100
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	2,242,944						
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE	52.00						
	3,243,034						1000 1
=====							
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND -STATE	62,440						1000 1
OPERATING TRUST FUND -FEDERL	41,040						2510 3
TOTAL APPRO.....	103,480						
=====							
EXPENSES							040000
GENERAL REVENUE FUND -STATE	125,243						1000 1
OPERATING TRUST FUND -FEDERL	282,536						2510 3
TOTAL APPRO.....	407,779						
=====							
OPERATING CAPITAL OUTLAY							060000
GENERAL REVENUE FUND -STATE	11,736						1000 1
OPERATING TRUST FUND -FEDERL	5,000						2510 3
TOTAL APPRO.....	16,736						
=====							
SPECIAL CATEGORIES							100000
TRANS TO DIV ADM HEARINGS							100565
GENERAL REVENUE FUND -STATE	496,443						1000 1
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: COMM ON HUMAN RELAT				72950000
<u>HUMAN RELATIONS</u>				72950100
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
GENERAL REVENUE FUND -STATE	53,506			1000 1
OPERATING TRUST FUND -FEDERL	16,000			2510 3
TOTAL APPRO.....	69,506			
RISK MANAGEMENT INSURANCE				103241
GENERAL REVENUE FUND -STATE	41,277			1000 1
OPERATING TRUST FUND -FEDERL	95,452			2510 3
TOTAL APPRO.....	136,729			
ADMINISTRATIVE OVERHEAD				105002
OPERATING TRUST FUND -FEDERL	111,769			2510 3
LEASE/PURCHASE/EQUIPMENT				105281
OPERATING TRUST FUND -FEDERL	49,163			2510 3
TR/DMS/HR SVCS/STW CONTRCT				107040
GENERAL REVENUE FUND -STATE	15,522			1000 1
OPERATING TRUST FUND -FEDERL	5,502			2510 3
TOTAL APPRO.....	21,024			
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
OPERATING TRUST FUND -FEDERL	70,374			2510 3

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: COMM ON HUMAN RELAT				72950000
<u>HUMAN RELATIONS</u>				72950100
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS				1001000
TOTAL POSITIONS.....	52.00			
TOTAL ISSUE.....		4,726,037		
TOTAL SALARY RATE.....		2,242,944		
	=====	=====	=====	
CASUALTY INSURANCE PREMIUM				
ADJUSTMENT				1001090
SPECIAL CATEGORIES				100000
RISK MANAGEMENT INSURANCE				103241
GENERAL REVENUE FUND -STATE		7,327		1000 1
OPERATING TRUST FUND -STATE		16,944		2510 1
TOTAL APPRO.....		24,271		
	=====	=====	=====	
SALARY INCREASES FOR FY 2017-18 -				
STATEWIDE - EFFECTIVE 10/1/2017				1001600
SALARY RATE				000000
SALARY RATE.....		63,500		
	=====	=====	=====	
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND -STATE		55,304		1000 1
	=====	=====	=====	
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (AST)				210003
OPERATING TRUST FUND -FEDERL		179		2510 3
	=====	=====	=====	
TOTAL: SALARY INCREASES FOR FY 2017-18 -				1001600
STATEWIDE - EFFECTIVE 10/1/2017				
TOTAL ISSUE.....		55,483		
TOTAL SALARY RATE.....		63,500		
	=====	=====	=====	

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: COMM ON HUMAN RELAT							72950000
<u>HUMAN RELATIONS</u>							72950100
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							1001660
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		14,156					1000 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -FEDERL		63					2510 3
=====							
TOTAL: FLORIDA RETIREMENT SYSTEM							1001660
ADJUSTMENT FOR FY 2017-18 - NORMAL							
COST, UNFUNDED ACTUARIAL LIABILITY,							
RENEWED MEMBERSHIP/DEATH BENEFITS							
TOTAL ISSUE.....		14,219					
=====							
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		64-					1000 1
OPERATING TRUST FUND -FEDERL		23-					2510 3

TOTAL APPRO.....		87-					
=====							
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -FEDERL		329-					2510 3
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 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>
ESTIMATED EXPENDITURES REALIGNMENT							2000000
TRANSFER BUDGET FROM THE LEASE							
PURCHASE OF EQUIPMENT APPROPRIATION							
CATEGORY TO THE EXPENSES							
APPROPRIATION CATEGORY - DEDUCT							20030C0
SPECIAL CATEGORIES							100000
LEASE/PURCHASE/EQUIPMENT							105281
OPERATING TRUST FUND							2510 3
-FEDERL		25,410-					

AGENCY ISSUE NARRATIVE:
 2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 27. Create and sustain vibrant, safe, and healthy communities that attract workers, residents, businesses, and visitors.

COMMISSION ON HUMAN RELATIONS LONG RANGE PROGRAM PLAN:
 GOAL #13: Ensure fair treatment of both complainants and respondents in instances of alleged discrimination and promote mutual respect and greater harmony among diverse groups.

SUMMARY:
 The Florida Commission on Human Relations (FCHR) requests to transfer \$25,410 of recurring budget authority in the Commission on Human Relations budget entity (72950100) from the Lease or Lease Purchase Equipment Category (105281) to the Expenses Category (040000) within the Operating Trust Fund (2510) to realign budget as needed to support the annual renewal cost of software licenses to maintain the commission's new Case Management System (CMS).

RETURN ON INVESTMENT (ROI):
 The commission serves the people of Florida by assuring equal protection against discrimination in employment, housing, certain public accommodations and state employee whistle-blower retaliation. At the same time, providing an invaluable service to employers in Florida by providing mediation services to resolve discrimination complaints. This important role assures Florida citizens and visitors that their rights are protected, while fostering a favorable climate for job creators, businesses and state agencies by preventing costly lawsuits. The commission has helped Florida stakeholders avoid over \$15 million in avoided litigation expenses. For Fiscal Year (FY) 2015-16, the ROI was 238% - which means that for every \$1 the state provides in FCHR's annual budget, the commission has returned an additional \$2.38 to the state through its successful mediations alone. By reprioritizing funds in this manner, the commission is removing the annual administrative task of requesting a budget amendment during the year, which requires several agencies to review and approve.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE?
 The current CMS is unstable due to old equipment and an unsupported platform, which causes repeated down time and interrupted workflow, resulting in lost productivity and contributes to the inability to complete cases timely. When the

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: COMM ON HUMAN RELAT				72950000
<u>HUMAN RELATIONS</u>				72950100
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER BUDGET FROM THE LEASE				
PURCHASE OF EQUIPMENT APPROPRIATION				
CATEGORY TO THE EXPENSES				
APPROPRIATION CATEGORY - DEDUCT				20030C0

system ultimately fails, and without an alternative system in place, the commission will be forced to revert to a paper process that is resource intensive and inefficient. This will decrease employee productivity, which will have an enormous impact on the commission's ability to complete investigations in the time frame mandated in Chapter 760, Florida Statutes and impede the commission's revenue generating ability with the federal work-share agreements with the United States Equal Employment Opportunity Commission (EEOC) and the United States Housing and Urban Development (HUD) for investigating and closing cases.

BACKGROUND:

The commission uses its CMS to track all data elements relating to discrimination complaints (that once perfected and docketed becomes a case), from the initial intake process phase through the issuance of a determination, closure of the case and issuance of a final order. The commission's current CMS, which is being phased out in 2017, was designed and built more than 12 years ago. This system was built using industry best practices at the time and complemented the commission's paper file system. Years later, in an effort to increase productivity and minimize costs (e.g., paper, toner, document storage costs, etc.), the commission attempted to follow the industry-wide trend of migrating to a fully paperless process. Unfortunately, the CMS lacked numerous key technological functions required to effectively implement and manage a robust paperless document system simply as a result of the age of the system and its associated unsupportable technology.

In April 2017, the commission contracted to replace the failing and unfunded CMS with a sole source vendor providing a fully-customizable and user-friendly workflow automation engine software. With the diverse array of discrimination cases investigated by the commission, each discrimination case will have a unique workflow, folder structure, custom data fields, document templates and report searching capabilities. The commission will be able to better manage case workflows by automating certain actions at each step of the process, such as sending out emails, assigning tasks and prompting user staff to enter data. The software has a plugin for Microsoft Office that connects to the software system, which allows for access to and editing of files in the system without exiting the Microsoft Office application. The server is cloud-based and data are automatically backed up. In FY2016-17, the annual renewal cost for the necessary number of individual user software licenses will be \$21,000, which will cover 3 months in FY 2016-17 and 9 months in FY 2017-18. A 10% increase in the contract rate will occur in the last quarter of FY 2017-18 to \$23,100 and a 10% increase in the last quarter of FY2018-19 to \$25,410.

The ability to reprioritize funds from the Lease or Lease Purchase Equipment Category to the Expenses Category has been made possible by the reduced square footage occupied by the commission since relocating from a privately-leased facility to a state-owned facility in December 2014. With all employees working on one floor, more employees are in closer proximity to equipment, so fewer printer/copier units are being leased.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
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>
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER BUDGET FROM THE LEASE				
PURCHASE OF EQUIPMENT APPROPRIATION				
CATEGORY TO THE EXPENSES				
APPROPRIATION CATEGORY - ADD				20031C0
EXPENSES				040000
OPERATING TRUST FUND				
-FEDERL	25,410			2510 3

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

27. Create and sustain vibrant, safe, and healthy communities that attract workers, residents, businesses, and visitors.

COMMISSION ON HUMAN RELATIONS LONG RANGE PROGRAM PLAN:

GOAL #13: Ensure fair treatment of both complainants and respondents in instances of alleged discrimination and promote mutual respect and greater harmony among diverse groups.

SUMMARY:

The Florida Commission on Human Relations (FCHR) requests to transfer \$25,410 of recurring budget authority in the Commission on Human Relations budget entity (72950100) from the Lease or Lease Purchase Equipment Category (105281) to the Expenses Category (040000) within the Operating Trust Fund (2510) to realign budget as needed to support the annual renewal cost of software licenses to maintain the commission's new Case Management System (CMS).

RETURN ON INVESTMENT (ROI):

The commission serves the people of Florida by assuring equal protection against discrimination in employment, housing, certain public accommodations and state employee whistle-blower retaliation. At the same time, providing an invaluable service to employers in Florida by providing mediation services to resolve discrimination complaints. This important role assures Florida citizens and visitors that their rights are protected, while fostering a favorable climate for job creators, businesses and state agencies by preventing costly lawsuits. The commission has helped Florida stakeholders avoid over \$15 million in avoided litigation expenses. For Fiscal Year (FY) 2015-16, the Return On Investment (ROI) was 238% - which means that for every \$1 the state provides in FCHR's annual budget, the commission has returned an additional \$2.38 to the state through its successful mediations alone. By reprioritizing funds in this manner, the commission is removing the annual administrative task of requesting a budget amendment during the year, which requires several agencies to review and approve.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE?

The current case management system (CMS) is unstable due to old equipment and an unsupported platform, which causes repeated down time and interrupted workflow, resulting in lost productivity and contributes to the inability to complete cases timely. When the system ultimately fails, and without an alternative system in place, the commission will be

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: COMM ON HUMAN RELAT				72950000
<u>HUMAN RELATIONS</u>				72950100
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES REALIGNMENT				2000000
TRANSFER BUDGET FROM THE LEASE				
PURCHASE OF EQUIPMENT APPROPRIATION				
CATEGORY TO THE EXPENSES				
APPROPRIATION CATEGORY - ADD				20031C0

forced to revert to a paper process that is resource intensive and inefficient. This will decrease employee productivity, which will have an enormous impact on the commission's ability to complete investigations in the time frame mandated in Chapter 760, Florida Statutes and impede the commission's revenue generating ability with the federal work-share agreements with the United States Equal Employment Opportunity Commission (EEOC) and the United States Housing and Urban Development (HUD) for investigating and closing cases.

BACKGROUND:

The commission uses its case management system (CMS) to track all data elements relating to discrimination complaints (that once perfected and docketed becomes a case), from the initial intake process phase through the issuance of a determination, closure of the case and issuance of a final order. The commission's current CMS, which is being phased out in 2017, was designed and built more than 12 years ago. This system was built using industry best practices at the time and complemented the commission's paper file system. Years later, in an effort to increase productivity and minimize costs (e.g., paper, toner, document storage costs, etc.), the commission attempted to follow the industry-wide trend of migrating to a fully paperless process. Unfortunately, the CMS lacked numerous key technological functions required to effectively implement and manage a robust paperless document system simply as a result of the age of the system and its associated unsupportable technology.

In April 2017, the commission contracted to replace the failing and unfunded CMS with a sole source vendor providing a fully-customizable and user-friendly workflow automation engine software. With the diverse array of discrimination cases investigated by the commission, each discrimination case will have a unique workflow, folder structure, custom data fields, document templates and report searching capabilities. The commission will be able to better manage case workflows by automating certain actions at each step of the process, such as sending out emails, assigning tasks and prompting user staff to enter data. The software has a plugin for Microsoft Office that connects to the software system, which allows for access to and editing of files in the system without exiting the Microsoft Office application. The server is cloud-based and data are automatically backed up. In FY2016-17, the annual renewal cost for the necessary number of individual user software licenses will be \$21,000, which will cover 3 months in FY 2016-17 and 9 months in FY 2017-18. A 10% increase in the contract rate will occur in the last quarter of FY 2017-18 to \$23,100 and a 10% increase in the last quarter of FY 2018-19 to \$25,410.

The ability to reprioritize funds from the Lease or Lease Purchase Equipment Category to the Expenses Category has been made possible by the reduced square footage occupied by the commission since relocating from a privately-leased facility to a state-owned facility in December 2014. With all employees working on one floor, more employees are in closer proximity to equipment, so fewer printer/copier units are being leased.

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: COMM ON HUMAN RELAT							72950000
<u>HUMAN RELATIONS</u>							72950100
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ANNUALIZATION OF ADMINISTERED							
FUNDS APPROPRIATIONS							26A0000
STATEWIDE SALARY INCREASE FOR FY							
2017-18 - THREE MONTHS							
ANNUALIZATION							26A6300
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		18,435					1000 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (AST)							210003
OPERATING TRUST FUND -FEDERL		60					2510 3
=====							
TOTAL: STATEWIDE SALARY INCREASE FOR FY							26A6300
2017-18 - THREE MONTHS							
ANNUALIZATION							
TOTAL ISSUE.....		18,495					
=====							
WORKLOAD							3000000
ADDITIONAL RESOURCES FOR THE							
FLORIDA COMMISSION ON HUMAN							
RELATIONS							3000950
SALARY RATE							000000
SALARY RATE.....		446,617					
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		10.00					1000 1
647,418							
=====							
EXPENSES							040000
GENERAL REVENUE FUND -STATE		97,601		37,184			1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: COMM ON HUMAN RELAT							72950000
<u>HUMAN RELATIONS</u>							72950100
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
WORKLOAD							3000000
ADDITIONAL RESOURCES FOR THE							
FLORIDA COMMISSION ON HUMAN							
RELATIONS							3000950
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND							
-STATE		3,290					1000 1
=====							
TOTAL: ADDITIONAL RESOURCES FOR THE							3000950
FLORIDA COMMISSION ON HUMAN							
RELATIONS							
TOTAL POSITIONS.....	10.00						
TOTAL ISSUE.....		748,309		37,184			
TOTAL SALARY RATE.....	446,617						
=====							

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

27. Create and sustain vibrant, safe, and healthy communities that attract workers, residents, businesses, and visitors.

THE FLORIDA COMMISSION ON HUMAN RELATIONS LONG RANGE PROGRAM PLAN:

GOAL #13: Ensure fair treatment of both complainants and respondents in instances of alleged discrimination and promote mutual respect and greater harmony among diverse groups.

SUMMARY:

The Florida Commission on Human Relations (FCHR) requests 10.00 Full Time Equivalent (FTE) positions and \$748,309 in budget authority. The breakout of these funds consists of \$647,418 Salaries and Benefits (010000), \$97,601 (\$37,184 nonrecurring) Expenses (040000), and \$3,290 Human Resources Allocation (107040) in General Revenue (1000) to fund 3.00 FTE Investigator II positions in the Enforcement Unit to investigate allegations of discrimination in employment, public accommodations and state employee whistle-blower retaliation, 3.00 FTE Investigator II positions in the Housing Unit to investigate allegations of discrimination in housing, 1.00 FTE Regulatory Specialist II position for case intake, 1.00 FTE Staff Assistant position, 1.00 FTE Chief of Staff position and 1.00 FTE Senior Management Analyst Supervisor.

RETURN ON INVESTMENT (ROI):

The Florida Commission on Human Relations relies primarily on General Revenue from the state to conduct the commission's core functions as described in Chapter 760, Florida Statutes (F.S.). The commission also receives federal funds from the United States Equal Employment Opportunity Commission (EEOC) and the United States Housing and Urban Development (HUD) for employment and housing cases, respectively, that the commission investigates and closes. A fully trained Enforcement Unit Investigator II has a case closure standard that earns the recurring cost to fund their position. Additionally, the commission serves the people of Florida by assuring equal protection against discrimination in employment, housing,

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2018-19	POS	AGY REQ N/R FY 2018-19	POS	AG REQ ANZ FY 2018-19	AMOUNT	
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: COMM ON HUMAN RELAT							72950000
<u>HUMAN RELATIONS</u>							72950100
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
WORKLOAD							3000000
ADDITIONAL RESOURCES FOR THE							
FLORIDA COMMISSION ON HUMAN							
RELATIONS							3000950

certain public accommodations and state employee whistle-blower retaliation. The commission also provides an invaluable service to employers in Florida by offering mediation services to resolve discrimination complaints. This important role assures Florida citizens and visitors that their rights are protected, while fostering a favorable climate for job creators, businesses and state agencies by preventing costly lawsuits. The commission helped Florida stakeholders avoid over \$15 million in potential litigation expenses. For Fiscal Year (FY) 2015-2016, the Return On Investment (ROI) was 238% - which means that for every \$1 the state provides in FCHR's annual budget, the commission has returned an additional \$2.38 to the state through its successful mediations alone.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE?

If a case is not investigated completely and a determination issued within the designated statutory time frame (90 days for state employee whistle-blower retaliation, 100 days for housing and 180 days for employment and public accommodations) the complainant has two options: (1) request an administrative hearing from the Division of Administrative Hearings (DOAH) where a new trial (trial de novo) heard by an administrative law judge will be conducted; or (2) file a case in a civil court of law (see s. 760.11(8), F.S.). Either option requires the state to bear the cost. In addition, the expense to both the complainant and the respondent (business) could potentially be significant, with court costs, attorney fees and the resulting jury or judge award for damages. Additionally, the lack of senior management service leadership in the commission's organizational structure hampers the commission's efforts to carry out its mission and goals, to maximize its return on investment and to significantly increase productivity. Lastly, without the senior management analyst supervisor position and rate, a federal settlement condition would go unmet.

BACKGROUND:

The Auditor General (AG) conducted an operational audit of the commission from July 2014 through June 2016. AG Report No. 2017-214 presented a finding that The Commission did not always investigate or handle employment and public accommodation discrimination complaints or allegations of retaliation against State agency whistle-blowers within the time frames specified by State law. Their recommendation: We recommend that Commission management ensure that employment, public accommodation, and whistle-blower complaints are investigated within the statutory time frames. The key factors in the decline of the resolution rate are a reduced number of investigators in the enforcement unit, comprehensive training requirements, salary disparities and turnover.

In FY 2011/12, the enforcement unit was staffed with 16 investigators and had an average of 567 open cases or 35 open cases per investigator. The compliance rate (completion of investigations within 180 days) was 84%. In FY2015-16, the enforcement unit, with 12 investigators, had an average of 652 open cases or 55 cases per investigator. The compliance rate dropped significantly to 44%. First, the increased number of open cases requires less time being spent on each case interaction and more frequent interactions in order to work all open cases within a timely manner. Secondly, new investigators have a methodical nine-month training period. They start with an intense two-week training, during which time the new investigator receives one-on-one training with the investigator supervisor. This individual training allows the new investigator to become familiar with the applicable laws, rules, statutes, practices and procedures. Following this initial two-week training period, new investigators are given two to five cases to begin on-the-job training. The

COL A03		COL A04		COL A05		CODES
AGY REQUEST FY 2018-19	POS	AGY REQ N/R FY 2018-19	POS	AG REQ ANZ FY 2018-19	POS	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: COMM ON HUMAN RELAT						72950000
<u>HUMAN RELATIONS</u>						72950100
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
WORKLOAD						3000000
ADDITIONAL RESOURCES FOR THE						
FLORIDA COMMISSION ON HUMAN						
RELATIONS						3000950

investigator seeks assistance from the investigator supervisor and veteran investigators. This training period can last up to nine months. The case load will vary monthly due to case time constraints. The investigator will also receive Equal Employment Opportunity Commission (EEOC) hosted training, which may occur at any time during the initial training period. The final three months of the probationary period are used to evaluate the new investigator and provide any additional feedback and/or corrective action. Most new investigators are able to handle a full case load of 25-45 open cases after their first nine months. For the commission to achieve an open case load target of 25 cases per investigator with a maximum backlog of 5% at the inventory rate of 1,391 cases received, the unit requires 3.00 additional investigator II positions. Acquiring the positions and training the investigators will also boost the LRPP measure compliance rate and increase the operating trust fund earnings from the EEOC work-share agreement for case resolutions. Finally, the initial hiring salary of an Investigator II is at the minimum of the pay grade, and without available rate, the salary of a new investigator doesn't change. Other state agencies and governmental and private entities that employ investigators pay at least 25% higher than the commission does for a skilled investigator. The commission cannot compete with this salary edge by both other state agencies and the private sector, resulting in an average turnover rate of 25% over the last five years.

Standard for Calculating Available Work Hours

This standard is to be used in determining the number of FTE's required (staffing ratio) to perform a given workload.
 Standard Calculation:

	Hours
52 weeks x 40 hours/week	2080
Less: State Holidays 10 x 8 hours/day	80
Average Annual Leave Taken 11.4 days x 8 hours/day	91
Average Sick Leave Taken 6.67 days x 8 hours/day	53
Average Administrative Leave Taken	2
Total Available Work Hours	1854

Enforcement Unit FTE Needs:

- | | |
|---|--------------|
| 1. Workload: Annual Case Inventory FY 2016-17 | 1391 cases |
| 2. Time to process 64 cases - Investigator Specialist I pro-rated standard | 1854 hours |
| 3. Time to process 86 cases - Investigator Specialist II pro-rated standard | 1854 hours |
| 4. Total hours required to accomplish workload: | 34,299 hours |

64 cases x 9 Investigator Specialist I's x 1854 hours = 16,686 hours
 86 cases x 9.5 Investigator Specialist II's x 1854 hours = 17,613 hours

COL A03		COL A04		COL A05		CODES
AGY REQUEST FY 2018-19 POS	AMOUNT	AGY REQ N/R FY 2018-19 POS	AMOUNT	AG REQ ANZ FY 2018-19 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: COMM ON HUMAN RELAT						72950000
<u>HUMAN RELATIONS</u>						72950100
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
WORKLOAD						3000000
ADDITIONAL RESOURCES FOR THE						
FLORIDA COMMISSION ON HUMAN						
RELATIONS						3000950

5. Number of FTE's required:

9.00 Investigator Specialist I's currently appropriated and
 9.50 Investigator Specialist II's

6. Number of Investigator Specialist II FTE's Required 9.50 FTE
 Less: Current Staff Level 5.00 FTE
 Additional Staff Required 4.50 FTE

7. Additional Staff Requested for LRPP Compliance 3.00 FTE

Fiscal Year 2014-2015 was the last fiscal year that allegations of housing discrimination cases met the Long Range Program Plan compliance rate of 75% of cases being resolved within a 100 days as statutorily required. With staff turnover, a reduction in the number of investigators working in the unit and a surge in case workload due to increased referrals from HUD, the compliance rate has fallen from 92% of cases being resolved within 100 days in FY2014-15 to 57% of cases being resolved within 100 days in FY2016-17. In the past five years, FCHR received an average of 162 cases a year from HUD, with an annual resolution average of 184 cases. FY 2016-17 has yielded a marked increase in case carryover case workload due to increased referrals to FCHR from HUD. At this reported time, there are 442 inquiry/referrals from HUD that will likely become investigated cases. To address this notable increase in additional inventory workload, an addition of 3 investigators, 1 regulatory specialist and 1 administrative support position is necessary to process this workload in a timely manner and allow the complainant and the respondent the opportunity to exercise all legal options. As with the enforcement unit request for FTE's, acquiring the positions and training in the housing unit will also boost the LRPP measure compliance rate and increase the operating trust fund earnings from the HUD work-share agreement for case resolutions. Finally, the initial hiring salary of an Investigator II is at the minimum of the pay grade, and without available rate, the salary of a new investigator doesn't change. Other state agencies and governmental and private entities that employ investigators pay at least 25% higher than the commission does for a skilled investigator. The commission cannot compete to maintain the skilled investigators.

Housing Unit FTE Needs:

1. Workload: Annual Case Inventory FY 2016-17 585 cases
2. Time to process 64 cases - Investigator Specialist I pro-rated standard 1854 hours
3. Time to process 86 cases - Investigator Specialist II pro-rated standard 1854 hours
4. Total hours required to accomplish workload: 12,978 hours

64 cases x 2 Investigator Specialist I's x 1854 hours = 3,208 hours
 86 cases x 5 Investigator Specialist II's x 1854 hours = 9,270 hours

5. Number of FTE's required:

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF						72000000
PGM: COMM ON HUMAN RELAT						72950000
<u>HUMAN RELATIONS</u>						72950100
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
WORKLOAD						3000000
ADDITIONAL RESOURCES FOR THE						
FLORIDA COMMISSION ON HUMAN						
RELATIONS						3000950

2.00 Investigator Specialist I's - currently appropriated and
 5.00 Investigator Specialist II's

6. Number of Investigator Specialist II FTE's Required 5.00 FTE
 Less: Current Staff Level 2.00 FTE

7. Additional Staff Required 3.00 FTE

The current organizational structure of the commission lacks a senior management service level position to serve as a direct report to the Executive Director and assume the supervisory role in specific areas currently supervised by the Executive Director. These sections include directors leading legislation, communications, human resources and enforcement. enforcement. enforcement. Currently, the Executive Director has to have a hands-on management style, engaging in the day-to-day planning, direction and coordination of operational activities in addition to focusing on commission-wide strategic planning and development, daily consultation with commissioners and unit managers, review and oversight of case determinations and a multitude of higher level administrative initiatives. The Chief of Staff position would assist the Executive Director by overseeing, coordinating, and evaluating administrative, programmatic, and operational activities of the commission by undertaking the following responsibilities:

- Develop and recommend commission-wide policies and procedures;
- Represent the commission before the Florida Legislature, the Governor's Office, state and local governmental agencies, federal partners and other selected forums;
- Act as a strategic advisor and consultant to the Executive Director in all areas under the commission's jurisdiction;
- Serve on the commission's senior management team;
- Coordinate commission activities to ensure achievement of the commission's mission and goals'
- Communicate with, plan, oversee, motivate, train, coach and evaluate performance of employees under the direct report of this position;
- Exercise independent judgement and decision-making authority in representing the commission;
- Undertake major projects, including organizing workgroups, coordinating responses on select matters and conducting policy research and analysis on select issues;
- Work with, respond to and coordinate information needed for audits conducted by the Auditor General, the Department of Financial Services, Chief Inspector General, Department of Management Services Inspector General and other audit/oversight entities;
- Supervise the commission's enforcement, human resources, communication and legislative affairs units and coordinate interaction and communication among these units;
- Identify operational problems and issues and facilitate the development of resolutions;
- Interact with and coordinate responses as requested by federal partners;
- Review and approve certain commission documents and determinations as delegated by the Executive Director and

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
						72000000
						72950000
						72950100
						16
						<u>1601.00.00.00</u>
						3000000
						3000950

MANAGEMENT SRVCS, DEPT OF
 PGM: COMM ON HUMAN RELAT
HUMAN RELATIONS

GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS

WORKLOAD
 ADDITIONAL RESOURCES FOR THE
 FLORIDA COMMISSION ON HUMAN
 RELATIONS

Perform other related duties as assigned.

The senior management analyst supervisor position will satisfy a For Cause determination by the U.S. Department of Labor. The reinstated employee will supervisor staff engaged in assisting all Florida residents and non-residents regarding employment, housing and public accommodation discrimination complaints filed under Chapter 760, F.S., Part I: Florida Civil Rights Act.

COST BREAKOUT:

In order to be competitive in hiring and retaining skilled investigators, FCHR is requesting salary rate at 25% above the minimum of \$32,697 to \$40,871 for each Investigator II position. After an investigator is ready to assume a full case load, rate would be available for an increase. A salary rate at 10% above the minimum is requested for the Staff Assistant and the Regulatory Specialist II to retain skilled staff in these positions. The Chief of Staff would be filled at \$85,000, for the salary to be commensurate with the level of executive responsibility and fiscally competitive with similar agency leadership. The Senior Management Analyst Supervisor would be reinstated at \$59,840.93, which is the salary the incumbent in the position would have obtained had there been no separation from state employment.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A03 - AGY REQUEST FY 2018-19							
NEW POSITIONS							
0120 STAFF ASSISTANT							
N1008 001	1.00	25,831		16,212	42,043	0.00	42,043
0441 REGULATORY SPECIALIST II							
N1009 001	1.00	30,719		16,973	47,692	0.00	47,692
2228 SENIOR MANAGEMENT ANALYST SUPV - SES							
N1010 001	1.00	59,841		22,681	82,522	0.00	82,522
8317 INVESTIGATION SPECIALIST II - SES							
N1002 001	1.00	40,871		19,721	60,592	0.00	60,592
N1003 001	1.00	40,871		19,721	60,592	0.00	60,592
N1004 001	1.00	40,871		19,721	60,592	0.00	60,592
N1005 001	1.00	40,871		19,721	60,592	0.00	60,592
N1006 001	1.00	40,871		19,721	60,592	0.00	60,592

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF
 PGM: COMM ON HUMAN RELAT
HUMAN RELATIONS
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 WORKLOAD
 ADDITIONAL RESOURCES FOR THE
 FLORIDA COMMISSION ON HUMAN
 RELATIONS

72000000
 72950000
 72950100
 16
1601.00.00.00
 3000000

 3000950

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A03 - AGY REQUEST FY 2018-19							
NEW POSITIONS							
N1007 001	1.00	40,871		19,721	60,592	0.00	60,592
8289 CHIEF OF STAFF							
N1001 001	1.00	85,000		26,609	111,609	0.00	111,609
TOTALS FOR ISSUE BY FUND							
1000 GENERAL REVENUE FUND							647,418
	10.00	446,617		200,801	647,418		647,418

RE-ENGINEERING THE WORKPLACE
 FLORIDA CIVIL RIGHTS HALL OF FAME
 SPECIAL CATEGORIES
 CONTRACTED SERVICES

4000000
 4000550
 100000
 100777

GENERAL REVENUE FUND -STATE 15,000 1000 1

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE: IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

27. Create and sustain vibrant, safe, and healthy communities that attract workers, residents, businesses, and visitors.

THE FLORIDA COMMISSION ON HUMAN RELATIONS LONG RANGE PROGRAM PLAN:

GOAL #13: Ensure fair treatment of both complainants and respondents in instances of alleged discrimination and promote

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: COMM ON HUMAN RELAT				72950000
<u>HUMAN RELATIONS</u>				72950100
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
RE-ENGINEERING THE WORKPLACE				4000000
FLORIDA CIVIL RIGHTS HALL OF FAME				4000550

mutual respect and greater harmony among diverse groups.

SUMMARY:

The Florida Commission on Human Relations (FCHR) requests \$15,000 in recurring budget authority in budget entity (72950100) in the Contractual Service appropriation category (100777) in General Revenue (1000) to fund the annual Florida Civil Rights Hall of Fame pursuant to s. 760.065, Florida Statutes.

RETURN ON INVESTMENT (ROI):

The commission would be able to redirect hundreds of hours of salaried time back to fulfilling the commission's mission to prevent unlawful discrimination by ensuring that all people have access to equal opportunities in employment, housing and public accommodations. The funds would allow procuring an event planner earlier in the annual process to assume tasks that hinder executive leadership from performing core mission responsibilities. Additionally, a professional event planner would be a more economically feasible option for the use of the state's resources to organize and fulfill the following:

- Consult and coordinate with the Hall of Fame planning committee (composed of FCHR staff, FCHR commissioners as applicable and vendor personnel) on all tasks and services to be provided;
- Develop a comprehensive induction ceremony plan that would include date and time of events, theme development, program development and timeline;
- Develop a comprehensive budget of all related ceremony costs;
- Work with fiscal agent partners;
- Research, identify and provide recommendations on ceremony speakers based upon the subject matter agreed upon by the planning committee;
- Identify, make arrangements with and coordinate inductee and guest attendance, including travel arrangements, at induction ceremony;
- Provide limited staffing at the ceremony and/or coordinate event duties;
- Develop, design and print program;
- Work with vendor to provide event follow-up, as needed and upon request, throughout the planning period;
- Provide dignitary management services;
- Provide detailed post event summary.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE?

The Commission will continue to divide resources and time to fulfill the agency's mission and perform statutory responsibilities regarding the Civil Rights Hall of Fame.

BACKGROUND:

This program, statutorily created in section 760.065, Florida Statute., was established to recognize persons, living or dead, who have made significant contributions to the state as leaders in the struggle for equality and justice for all persons. Under legislation enacted in 2010, the commission is to administer a Civil Rights Hall of Fame program, with space in Florida's Capitol Building to be set aside for the display. The commission is to annually accept nominations and

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: COMM ON HUMAN RELAT				72950000
<u>HUMAN RELATIONS</u>				72950100
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
RE-ENGINEERING THE WORKPLACE				4000000
FLORIDA CIVIL RIGHTS HALL OF FAME				4000550

is to submit 10 nominees to the Governor, who in turn is to select up to three Hall of Fame members to be inducted into the Hall of Fame.

Although no staff or funding resources were provided to administer this program, since 2011, the commission has invested over 600 hours of staff time annually, a salaries and benefits equivalent of over \$31,000 annually, to deliver a successful induction process. A committee comprised of 8 to 10 commission employees, ranging from executive leadership to non-investigator staff members, develop a timeline outlining tasks to be performed and contacts that must be made. The committee members complete the following:

- Develop and maintain all FCHR documents and post to the FCHR website;
- Respond to phone calls and emails about the program throughout the year;
- Request nominations on social media, press releases, and letters;
- Solicit sponsorships;
- Provide press releases, contacts sponsors and partners;
- Create nomination packets and send to three-person commissioner panel for review;
- Develop a scoring spreadsheet;
- Develop bulleted biographies for the three- person Commissioner panel and then the full Commission to vote on;
- Compile the 10 leading nomination packets and develop biographical summaries for submission to Governor;
- Work with nominators on biographies for inclusion in program and on plaque, and
- Work with the Department of Management Services on plaque creations and mounting at the Capitol.

A competitively-procured event planner has been used in the past for assisting in the planning of the induction ceremony. In Fiscal Year (FY) 2016-17, a 14-week contract cost \$9,828. However, the commission committee members and a host of additional staff are involved in all aspects of the induction ceremony preparation, including ceremony set up and break down at the Capitol venue. Some non-recurring cost were incurred in FY 2016-17 that will elevate future cost. Additional recurring costs, in excess of \$4,000 include: ceremony invitation printing for inductees and a limited number of inductee family members; ceremony program design and printing; ceremony audio visual supplies and support, event photographer, inductee plaques created and mounted in the Capitol and venue deposit rental. The commission has requested donations to cover ceremony foliage and reception food, but those funds are limited.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: COMM ON HUMAN RELAT				72950000
<u>HUMAN RELATIONS</u>				72950100
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
RE-ENGINEERING THE WORKPLACE				4000000
INFORMATION TECHNOLOGY STAFF				
AUGMENTATION				40016C0
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
OPERATING TRUST FUND	-FEDERL	38,000		2510 3

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

27. Create and sustain vibrant, safe, and healthy communities that attract workers, residents, businesses, and visitors.

COMMISSION ON HUMAN RELATIONS LONG RANGE PROGRAM PLAN:

GOAL #13: Ensure fair treatment of both complainants and respondents in instances of alleged discrimination and promote mutual respect and greater harmony among diverse groups.

SUMMARY:

The Florida Commission on Human Relations (FCHR) requests \$38,000 in recurring budget authority in the Commission on Human Relations budget entity (72950100) in the Contracted Services category (100777) within the Operating Trust Fund (2510) to contract for Information Technology (IT) staff augmentation.

RETURN ON INVESTMENT (ROI):

The responsibility of the commission's information technology (IT) unit is to provide a reliable infrastructure so the commission can serve the people of Florida by assuring equal protection against discrimination in employment, housing, certain public accommodations and state employee whistle-blower retaliation. The commission also provides an invaluable service to employers in Florida by providing mediation services to resolve discrimination complaints. This important role assures Florida citizens and visitors that their rights are protected, while fostering a favorable climate for job creators, businesses and state agencies by preventing costly lawsuits. The commission helped Florida stakeholders avoid over \$15 million in potential litigation expenses. For Fiscal Year 2015-16, the ROI was 238% - which means that for every \$1 the state provides in FCHR's annual budget, the Commission has returned an additional \$2.38 to the state through its successful mediations alone. A competent and properly equipped IT unit is vital to the commission's ability in meeting its statutory responsibilities.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

The current case management system is unstable due to old equipment and an unsupportable platform, which causes repetitive down time and inhibits productive workflow. In addition, the commission is currently understaffed and skill deficient in specific knowledge areas to promote growth and stability in the information technology unit. If these deficiencies are not corrected, the commission will be ill-equipped to move forward with preserving and migrating current case data files into a new case management system, archiving statutorily-required historical records and implementing

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
						72000000
						72950000
						72950100
						16
						<u>1601.00.00.00</u>
						4000000
						40016C0

MANAGEMENT SRVCS, DEPT OF
 PGM: COMM ON HUMAN RELAT
HUMAN RELATIONS
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 RE-ENGINEERING THE WORKPLACE
 INFORMATION TECHNOLOGY STAFF
 AUGMENTATION

cloud services with minimal production down time.

BACKGROUND:

The commission has 52.00 Full Time Equivalent (FTE) positions. The information technology (IT) unit currently has 2.0 FTE to provide support to the entire commission. The IT unit has assessed how to achieve its responsibilities with the skills possessed by the current FTE staff and the skill set being sought in a contracted services IT support personnel. The candidate for this new contracted position would need to possess:

- Thorough knowledge in Windows 2000/2003/2008 networking environment
- Proficiency at LAN, WAN, and Wireless building, cable installation and testing
- Extensive knowledge in Microsoft Windows Platforms (9.x, NT, 2000, 2003, 2008, Exchange Server, Active Directory and Exchange Server 2003, 2007)
- Knowledge of configuring and managing servers and workstations
- In-depth knowledge in Microsoft Windows 2000, 2003 and 2008 Active Directory
- Extensive knowledge in computer hardware
- Extensive knowledge in Symantec Backup Exec
- Experience with designing and developing migration testing plans and strategies to ensure a successful migration
- Experienced in Active Directory Migration
- Experience in developing migration scripts, automation tools, documentation and training

The commission's servers are legacy network infrastructure in vital need of upgrade. In order to optimize IT performance without attributing the huge costs associated with purchasing and managing a fully dedicated managed physical infrastructure, cloud services are the optimal preference. The commission has been researching migration to full capacity cloud services to ensure stability of staff case workload and remote worker connectivity issues. However, at this time, this option has not been implemented because the commission does not currently possess sufficient IT staff experience and skills required to evaluate and implement the necessary upgrades.

The current Contracted Services appropriation is used to support business functions, such as legal research services, legal advertising, legal services provided by the Auditor General and court reporting services. The commission does not have adequate funds in the Contracted Services category to cover an IT position. A cost effective and professionally vetted approach to obtain the skills needed in the IT unit is through contracted IT staff augmentation. This will eliminate the recurring appropriation for benefits, expenses and human resource assessments. By contracting for a System Administrator Intermediate through the state term contract for 20 hours a week at a negotiated hourly rate of \$38 (which is lower than the state term contract hourly average of \$70.13 for this job title), the commission is seeking to retain a highly competent, skills-verified placement at \$38,000 annually. Using the IT staff augmentation contract will produce candidates that are certified as experienced in the skill set to meet the commission's IT needs.

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2018-19	FY 2018-19	FY 2018-19	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: COMM ON HUMAN RELAT				72950000
<u>HUMAN RELATIONS</u>				72950100
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
FUNDING DEFICIENCIES TO MEET				
CURRENT LEVEL PROGRAM REQUIREMENTS				4100000
DEPARTMENT OF MANAGEMENT SERVICES				
ADMINISTRATIVE ASSESSMENT				4100050
SPECIAL CATEGORIES				100000
ADMINISTRATIVE OVERHEAD				105002
OPERATING TRUST FUND				
-FEDERL	5,921			2510 3

AGENCY ISSUE NARRATIVE:

2018-2019 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25. Improve the efficiency and effectiveness of government agencies at all levels.

COMMISSION ON HUMAN RELATIONS LONG RANGE PROGRAM PLAN:

GOAL #13: Ensure fair treatment of both complainants and respondents in instances of alleged discrimination and promote mutual respect and greater harmony among diverse groups.

SUMMARY:

The Commission on Human Relations requests recurring budget authority of \$5,921 in the Human Relations budget entity (72950100) Administrative Overhead category (105002) within the Operating Trust Fund (2510) in order to have sufficient budget authority to pay for administrative services provided by the Department of Management Services.

RETURN ON INVESTMENT (ROI):

The Florida Commission on Human Relations obtains the following administrative services from the Department of Management Services: Inspector General, Planning and Budget, Financial Management Services (including Property Asset Management), Human Resources Services and Purchasing Services. It is more effective and efficient to procure these services through the Department of Management Services versus maintaining the staffing and resources in house to provide these critical operational functions.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE?

Without this increase, the Commission will have insufficient budget authority to pay for administrative services in Fiscal Year 2018-2019.

BACKGROUND:

Under a Memorandum of Understanding for Fiscal Year 2017-2018 the Department of Management Services provides the Florida Commission on Human Relations with the following support services: Inspector General, Planning and Budget, Financial Management Services (including Property Asset Management), Human Resources Services and Purchasing Services.

In Fiscal Year 2017-2018 the Commission on Human Relations (CHR) was assessed \$117,690 for administrative services

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2018-19		FY 2018-19		FY 2018-19		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF						72000000
PGM: COMM ON HUMAN RELAT						72950000
<u>HUMAN RELATIONS</u>						72950100
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
FUNDING DEFICIENCIES TO MEET						
CURRENT LEVEL PROGRAM REQUIREMENTS						4100000
DEPARTMENT OF MANAGEMENT SERVICES						
ADMINISTRATIVE ASSESSMENT						4100050

provided by the Department of Management Services; however CHR was only appropriated \$111,769 in the Administrative Overhead category (105002) leaving difference of \$5,921.

TOTAL: GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
BY FUND TYPE						
GENERAL REVENUE FUND	4,907,668		37,184			1000
TRUST FUNDS	737,651					2000
TOTAL POSITIONS.....	62.00					
TOTAL PROG COMP.....	5,645,319		37,184			
TOTAL SALARY RATE.....	2,753,061					
=====		=====		=====		