

# Department of Administrative Services

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## OVERVIEW

The Department of Administrative Services is responsible for providing state agencies services pertaining to personnel, equal opportunity, collective bargaining, real estate, information systems, and the procurement of goods and services. A large portion of the agency's operating budget comes from charges that state agencies pay for these services. These fees are deposited into and disbursed from the General Services and Intragovernmental Service Fund Groups. Rates for DAS services are calculated using a cost pool that includes approved allotments for the fiscal year, adjustment for prior year gains and losses, and operating cash needs.

The agency consists of the following four major operating divisions:

The **General Services Division** administers the state's procurement system. The Division also houses the State Architect's Office, which oversees the construction, renovation, and management of state facilities. Other responsibilities include printing, mail, fleet management, and records management services for state agencies. During the upcoming biennium, the division will be exploring several new techniques designed to reduce the cost of goods and services bought by state agencies.

The **Human Resources Division** handles matters related to personnel administration, collective bargaining, benefits administration, accounting for accrued leave liability funds, and payroll for agencies. This division will be conducting a comprehensive review of the state's classification and compensation systems over the FY 2002-2003 biennium.

The **Equal Opportunity Division** ensures that minorities and underrepresented populations are fairly considered in the economic and employment opportunities of the state.

The **Computer Services Division** provides computing and communications technology services for state agencies. Major responsibilities in the upcoming biennium include the development of the Governor's E-Government Initiative, as well as the implementation of the Enterprise Resource Planning (ERP) project, which will combine important human resources management and central accounting systems.

In addition to the four divisions, DAS includes several sections that perform fiscal and administrative tasks within DAS and for the professional licensing boards. These units include the Director's Office, Chief Legal Counsel, Office of Communications, Office of Finance, Central Service Agency, and the Centralized MIS unit.

Recommended funding for FY 2002 is \$2.27 billion in FY 2002 and increases by 6.6 percent to \$2.43 billion in FY 2003. Note that state payroll deductions and unemployment compensation—which

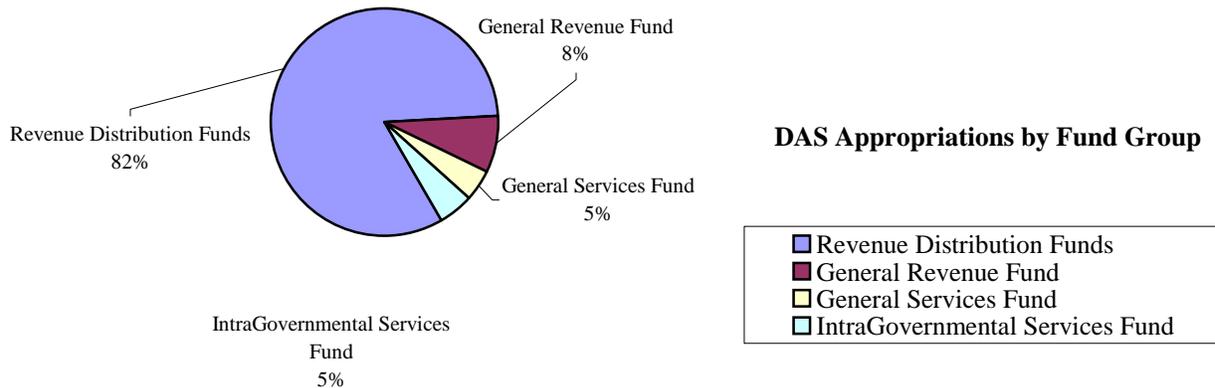
DAS administrators and are clustered in the Agency Fund Group (AGY)—account for about 80 percent of this total.

The table below displays total recommended appropriations by fund group.

<b>Fund Group</b>	<b>FY 2002</b>	<b>FY 2003</b>	<b>Percent Change</b>
General Revenue Fund (GRF)	\$ 173,277,621	\$ 199,576,752	15.2
General Services Fund (GSF)	\$ 104,386,012	\$ 107,839,616	3.3
Intra-Governmental Service Fund (ISF)	\$ 116,482,097	\$ 115,887,436	( .5)
Revenue Distribution and Holding Account Redistribution Funds	\$1,880,620,000	\$2,002,697,000	6.5
<b>Total</b>	<b>\$2,274,765,730</b>	<b>\$2,426,000,804</b>	<b>6.46</b>

GRF appropriations are increased substantially from current levels. FY 2001 expenditures in that category are estimated at \$149,211,595. Debt service charges on state buildings and the Multi Agency Radio Communications System (MARCS) infrastructure are the factors driving the increase. FY 2002 appropriations for debt service are \$100,075,600 and increase to \$119,923,600 in FY 2003.

The chart below displays these fund groups as and their respective proportions of total recommended FY 2002-2003 recommendations.



## **Issues Assessment For the FY 2002-2003 Biennium**

Noteworthy factors that influenced the proposed DAS budget for the FY 2002-2003 include:

### **Governor's E-Commerce Initiative—Executive Order Issued in March 2000**

This executive order requires DAS to take an extensive role in designing a strategic plan for the electronic delivery of state services and coordinating a host of e-commerce initiatives among state agencies. Other priority projects include revamping the state's web portal to ease citizen use of the state's home page and developing a "One Stop E Shop" that allows firms to conduct business with the state online. The Office of Policy and Planning, housed within the Computer Services Division, is spearheading this effort.

Funding for this project will include \$17.6 million in GRF over the biennium. A portion of funds appropriated in the agency's 100-133, Information Technology Fund—which receives agency computer usage fees—will also be used.

### **MIC 2000—Management Improvement Commission Report to the Governor**

The Commission made several recommendations that directly affect DAS operations. For example, the report suggested that DAS help develop an Enterprise Resource Planning System (ERP) that would combine human resources and state accounting functions in a comprehensive system. DAS will undertake the first steps in the FY 2002-2003 biennium. Another recommendation was to undertake an across-the-board study—on both the state and county level—of civil service classification plans, with a view to retaining high-quality employees and accommodate evolving agency staffing needs. The executive budget provides about \$1.9 million for this study over the biennium.

Another suggestion partly addressed in the Governor's recommendations is the development of more sophisticated procurement strategies that allow for more competitive bidding. The General Services Division (GSD), which administers the state's centralized procurement system, will attempt to expand electronic bidding mechanisms that both accelerate the bidding process and increase competition, thus lowering project costs.

### **Multi-Agency Radio Communications System (MARCS)**

The first phase of this system will be online mid-FY 2002. Over the FY 2002-2003 biennium, the executive budget calls for \$17.6 in GRF appropriations to support MARCS operations, largely maintenance and staffing costs. Once the system is rolled out statewide, the system should be self-sufficient, relying on agency user fees, not GRF, for ongoing operations.

## ADDITIONAL FACTS AND FIGURES

Department of Administrative Services Staffing Levels						
Program Series/Division	1998	1999	2000	2001	<i>Estimated</i>	
					2002	2003
GENERAL SERVICES	339.51	340.03	332.69	402.30	409.75	417.25
HUMAN RESOURCES	181.62	189.10	185.75	232.90	210.52	210.52
EQUAL OPPORTUNITY	37.50	33.50	30.00	40.50	39.50	39.50
COMPUTER SERVICES	283.20	290.15	301.25	436	469.00	484.25
STATEWIDE SUPPORT	6.80	5.90	6.00	6.50	7.00	6.00
ADMINISTRATION	99.88	91.75	93.00	106.00	104.25	104.25
<b>Totals</b>	948.51	950.43	948.69	1,124.20	1,240.02	1,261.77
<p>The Computer Services staff increases can be attributed to the growth in state services in that area.</p> <p>The figures are derived from average filled part-time and full time positions, thus the increments.</p> <p>FY 2002 and FY 2003 are reported according to funded positions (FTEs).</p> <p>These figures may be revised as the agency considers its funding needs and reprograms according to appropriations.</p>						

## ANALYSIS OF EXECUTIVE PROPOSAL

### GENERAL SERVICES SERIES

### Program Series 1

**Purpose** The General Services Division procures property and services for state agencies and, to some extent, other public entities. The Division also manages construction and renovation of state facilities. Other responsibilities include printing services, mail delivery, fleet management, and records management for state agencies.

The following table shows the line items that are used to fund this program series, as well as the Governor's recommended funding levels.

Fund	ALI	Title	FY 2002	FY 2003
GRF	100-421	ERP Project Implementation	\$625,000	\$650,000
GRF	100-734	Major Maintenance - State Buildings	\$73,150	\$71,225
GRF	130-321	State Agency Support Services	\$3,783,778	\$3,896,758
117	100-644	General Services Division - Operating	\$7,090,062	\$7,646,961
122	100-637	Fleet Management	\$1,600,913	\$1,652,189
127	100-627	Vehicle Liability Insurance	\$3,373,835	\$3,487,366
130	100-606	Risk Management Reserve	\$185,900	\$197,904
131	100-639	State Architect's Office	\$7,504,787	\$7,772,789
132	100-631	DAS Building Management	\$10,887,913	\$11,362,872
201	100-653	General Services Resale Merchandising	\$1,779,000	\$1,833,000
210	100-612	State Printing	\$6,648,503	\$6,928,823
4H2	100-604	Governor's Residence Gift	\$22,628	\$23,194
427	100-602	Investment Recovery	\$4,204,735	\$4,179,184
5C3	100-608	Skilled Trades	\$2,237,200	\$2,332,464
<b>Total funding: GENERAL SERVICES</b>			<b>\$50,017,404</b>	<b>\$52,034,729</b>

This analysis focuses on the following specific programs within the General Services Administration program series:

- **State Purchasing**
- **State Architect**
- **Risk Management Reserve**

#### **State Purchasing**

**Program Description:** The objective of the State Purchasing program is to obtain suitable supplies and services at the lowest rate possible. Staff responsibilities include writing bid specifications and maintaining vendors lists. The Cooperative Purchasing program allows many of Ohio's political subdivisions to purchase supplies and services from the State of Ohio purchasing contract.

**Funding Source:** charges to state and participating local government agencies

**Line Items:** 100-644 General Services Operating.

**Implication of the Executive Recommendation:** The recommended levels would allow for continuation of the State Purchasing program and additional \$1.97 million to fund a “Proposal-Based Procurement Initiative” which stems from a recommendation in the MIC 2000 report. This will include new staff and extensive.

The initiative will involve the creation of a new staff unit within the Office of Procurement Services and hiring new personnel. This team will develop alternative procurement strategies that emphasize value-based rather than lowest-cost bidding for goods and services other than information technology items. The \$1.97 million reflects start-up and training costs; eventually, the goal is to fund the unit through project fees or usage charges.

### **State Architect’s Office**

**Program Description:** The State Architect serves as the state’s general contractor in capital projects, overseeing numerous public improvement projects across the state.

**Funding Source:** charges paid by state agencies and universities for assistance with completion of their capital improvements projects.

**Line Items:** 100-639 State Architect’s Office.

**Implication of the Executive Recommendation:** During the current FY 2000-2001 biennium, the office has been reorganizing from a regionally-based management structure into project management teams. MIC 2000 also suggested that the state explore alternatives to construction management laws that require multiple prime contractors. However, alternatives such as “design-build” contracts require substantial revisions to current law and are *not* proposed in this budget. The Office would have to prepare for any such changes. The recommended levels will allow Office to complete its reorganization.

### **Risk Management Reserve**

**Program Description:** The Risk Management Reserve program is restructuring in order to better coordinate state agencies’ personal and real property and vehicle liability coverage. The goal is to make sure that all state agencies are appropriately covered for such losses. In order to do this, the agency would like to move its Risk Management Program from its current GRF funding source to an existing rotary fund, the Risk Management Reserve (Fund 130). Eventually, the program will be able to support itself through assessments paid by other state agencies for insurance coverage services.

**Funding Source:** Current funding is GRF; executive recommendation is to move to GSF Fund source.

**Line items:** GRF 130-321 State Agency Support Services; for FY 2002-2003, GSF 130 100-606 Risk Management Reserve.

**Implication of the Executive Recommendation:** The recommendation would allow for DAS to establish a comprehensive Risk Management program to manage the state’s insurance coverage policies. The recommendation would allow the program to shift from its current GRF funding source to a self-supporting fund source within the GSF, the Risk Management Reserve, Fund 130. Once the program is fully-developed, it will be able to charge user agencies for its services. In order to start this process, the executive’s FY 2002-2003 proposal allows the agency to transfer \$141,118 in GRF to Fund 130, the Risk Management Reserve.

#### **Permanent and Temporary Law:**

**Permanent Law:** Funding of Insurance Coverage (Sec. 9.821). This language requires that state

agencies which obtain coverage through the Risk Management Office must pay for the cost of that insurance through their own appropriations.

**HUMAN RESOURCES**

**Program Series 2**

**Purpose** The Human Resources Division provides personnel and benefits administration, collective bargaining representation, and payroll services for state agencies.

The following table shows the line items that are used to fund this program series, as well as the Governor’s recommended funding levels.

Fund	ALI	Title	FY 2002	FY 2003
GRF	100-402	Unemployment Compensation	\$112,201	\$113,660
GRF	100-406	County and University Human Resources Services	\$885,555	\$873,726
GRF	100-420	Innovation Ohio	\$150,000	\$150,000
125	100-622	Human Resources Division - Operating	\$26,602,730	\$27,466,851
128	100-620	Collective Bargaining	\$3,242,859	\$3,360,952
5D7	100-621	Workforce Development	\$12,000,000	\$12,000,000
5L7	100-610	Professional Development	\$2,700,000	\$2,700,000
<b>Total funding: HUMAN RESOURCES</b>			<b>\$45,693,345</b>	<b>\$46,665,189</b>

This analysis of this program series will focus on the following:

- **Classification And Compensation Study**
- **Benefits Administration**
- **Professional Development**

**Classification And Compensation Study**

**Program Description:** The Personnel and Payroll units of the Human Resources Division develop and administer civil service tests, issue certification lists, process payrolls and other personnel actions, maintain classification and compensation plans, recruit applicants and provide training for all state and some county employees and university employees. Am. Sub. H.B. 215 gives the legal authority for personnel and payroll services.

A major responsibility in the upcoming biennium will be to undertake a classification and compensation study, another recommendation advanced the MIC 2000 report. The rationale for the study is that civil service classification systems across the state have not evolved with the changing workplace or the services provided by local and state governments. The goal is to hire and retain qualified staff and introduce more merit-based compensation plans.

**Funding Source:** Service charges from state agencies.

**Line Items:** 100-622 Human Resources Division Operating, 100-406 County and University Human Resources Services.

**Implication of the Executive Recommendation:** It appears as though the executive proposal to fund this study at \$7,805,351 over the biennium would only fund a review of the state-level classification systems. The agency sought a portion of funding from the 100-406 County and University Human Resources Services line item, but that was not included in the recommendations.

### **Benefits Administration**

**Program Description:** The Benefits Administration office coordinates health benefits and disability claims for state employees and accounts for accrued leave liability activity. Health, disability, and unemployment costs are paid by separate funds, and not the operating funds of the Division.

**Funding Source:** service charges from state agencies.

**Line Items:** 100-622 Human Resources Division Operating.

**Implication of the Executive Recommendation:** Included in the recommended FY 2002-2003 funding for the Division is \$701,063 in additional appropriation authority for a benefits communication surcharge. This equates to one dollar applied to all employees with health care deductions on their payroll.

The funding will be used to hire consultants to investigate ways to adjust benefits, contribution rates and health care delivery models in the face of health care costs that are escalating in the double digits. The state has already reduced to six the number of health plans available to employees, a direct result of rising health care costs. Any changes that the state would propose would be made in conjunction with the Joint Health Care Committee, a labor management group.

### **Professional Development**

**Program Description:** This is a new fund, established in H.B. 640, the capital bill of the 123<sup>rd</sup> General Assembly, designed to offer exempt employees opportunities for training and career enrichment. It includes a tuition reimbursement plan. The program mirrors the Workforce Development program for classified employees, although much smaller in scope.

**Funding Source:** Payroll charges made against state agency payrolls for exempts at the rate of 10 cents per hour worked.

**Line Items:** 100-610 Professional Development.

**Implication of the Executive Recommendation:** The recommended levels would allow for continued services at \$2.7 million in both FY 2002 and FY 2003.

This is a new program, enacted in FY 2001 by H.B. 640, the FY 2001-2002 capital budget. The tuition reimbursement plan will go into effect in spring 2001. Other aspects of the program are still being developed, but will include a selection of training programs similar to those offered by the Workforce Development program.

**EQUAL OPPORTUNITY**

**Program Series 3**

**Purpose**     The Equal Opportunity Division coordinates and promotes equal access to state employment and contracting opportunities.

The following table shows the line items that are used to fund this program series, as well as the Governor’s recommended funding levels.

<b>Fund</b>	<b>ALI</b>	<b>Title</b>	<b>FY 2002</b>	<b>FY 2003</b>
GRF	100-439	Equal Opportunity Programs	\$851,973	\$896,972
GRF	100-451	Minority Affairs	\$124,694	\$122,961
GRF	102-321	Construction Compliance	\$1,450,615	\$1,454,694
188	100-649	Equal Opportunity Division-Operating	\$1,214,691	\$1,253,311
<b>Total funding: EQUAL OPPORTUNITY</b>			<b>\$3,641,973</b>	<b>\$3,727,938</b>

This analysis focuses on the following within the Equal Opportunity program series:

- **Construction Contract Compliance**
- **Historically Underutilized Business**
- **Minority Affairs**

**Construction Contract Compliance**

**Program Description:** The Construction Compliance program monitors contractors' working on state-assisted construction projects as it relates to the Equal Employment Opportunity Certificate or Compliance requirements. Prime contractors’ equal opportunity plans and work force utilization plans are also reviewed.

**Funding Source:** GRF

**Line Items:** 102-321 Construction Compliance.

**Implication of the Executive Recommendation:** The agency sought but did not receive all additional funding requested to increase staffing in the Division’s Construction Compliance section. The desire was to increase the number of contract reviews by 20 percent. See “Requests Not Funded Section” for more detail.

**Minority Affairs**

**Program Description:** In this program the Equal Opportunity Division promotes participation in the HUB program, assists with departmental recruiting and training, develops policy through Equal Employment Opportunity rule changes regarding state agencies’ minority employment, conducts research and reports on multi-cultural issues.

**Funding Source:** GRF

**Line Items:** 100-451 Minority Affairs

**Implication of the Executive Recommendation:** The recommended appropriations are substantially lower than the current FY 2001. This is because \$750,000 in FY 2001 is earmarked for a “predicate study” to determine the extent of discrimination caused by the way the state awards contracts. That study itself was delayed because of a dispute between DAS and the consultant hired to perform the study.

**COMPUTER SERVICES**

**Program Series 4**

**Purpose**     The Computer Services Division provides information technology services to state agencies including long-range planning and technology procurement.

The following table shows the line items that are used to fund this program series, as well as the Governor’s recommended funding levels.

<b>Fund</b>	<b>ALI</b>	<b>Title</b>	<b>FY 2002</b>	<b>FY 2003</b>
GRF	100-414	Ohio Geographically Referenced Information Program	\$533,760	\$532,091
GRF	100-416	Strategic Technology Development Programs	\$3,470,440	\$7,898,296
GRF	100-417	MARCS	\$8,780,291	\$10,968,602
GRF	100-418	E-Government Development	\$9,062,421	\$8,538,324
GRF	100-419	Ohio SONET	\$4,716,588	\$4,818,624
133	100-607	Information Technology Fund	\$104,482,097	\$111,387,436
4N6	100-617	Major Computer Purchases	\$12,000,000	\$4,500,000
<b>Total funding: COMPUTER SERVICES</b>			<b>\$143,045,597</b>	<b>\$148,643,373</b>

Specific programs within the Human Resources program series that this analysis will focus on include:

- **Office of IT Policy**
- **ODN**
- **Multi - Agency Radio Communications System (MARCS)**

**Office of IT Policy—E-Government Deployment**

**Program Description:** One of DAS’s major roles is to coordinate the state’s technology acquisition and deployment plans. DAS tries to manage state IT resources effectively by requiring all agencies to prepare, file, and update IT plans on a regular basis. With the onset of e-commerce and the Governor’s decision to pursue “E-Government”, DAS is also responsible for coordinating the myriad components of this strategy, which include the web portal design and online systems that support e-commerce. The E-Government initiative is a costly endeavor that accounts for the lion’s share of the executive’s recommended increases in funding.

As a result of its diverse duties, this office has been reorganized over the biennium into seven distinct units in order to coordinate information technology planning, research, and specific project management responsibilities. These include Policy and Planning; Strategic Technology; IT Research; Technical Advisory Services; Enterprise Project Management Office; Independent Verification and Validation; the Ohio Geographically Referenced Information Group (OGRIP) and Geographic Information Services (GIS).

**Funding Source:** usage-based charges to state agencies; GRF.

**Line Items:** 133 100-607 Information Technology Fund; some GRF in the 100-416 Strategic Technology Development Programs line item.

**Implication of the Executive Recommendation:** The primary source of funding for the Office and the Computer Services Division in general is the “IT assessment” charged to other state agencies, revenue which is deposited in Fund 133, the Information Technology Fund. Note that the Governor’s recommendations call for a 21 percent increase in that fund for FY 2002, from

estimated FY 2001 spending of \$86.35 million to \$104.48 million. There is a smaller 6.6 percent increase slated for FY 2003, to \$111.39 million.

The agency received additional funding of \$12.06 million in GRF and \$11.51 million in GSF to carry out E-Government development initiatives. This largely entails the infrastructure of an electronic commerce system, including secure encryption and other things. This additional amount is slightly below what was originally requested.

***Permanent and Temporary Law:***

***Temporary Law:*** Section 15.18 allows the agency to transfer any cash balances remaining after November 30, 2001 in Fund 5M6, E-Government Development, to the Information Technology Fund, Fund 133. Appropriation authority in Fund 5M6 was \$5 million, and was used to begin the E-government in FY 2001.

**Ohio Data Network (ODN)**

***Program Description:*** The Ohio Data Network is the state's computer technology "nerve center," which operates the state's mainframe network and IT backbone. The ODN is housed at the State of Ohio Computer Center where staff provides technical support and computer-related training to state agencies.

***Funding Source:*** usage-based charges to state agencies

***Line Items:*** GSF 133 100-607 Information Technology Fund.

***Implication of the Executive Recommendation:*** Like other units within the Computer Services program series, ODN is funded through appropriations in Fund 133. The unit expects growing agency demand for computer storage space and increased server capacity over the biennium as the volume of electronic transactions increases. Job and Family Services' Support Enforcement Tracking System (SETS) and the fledgling Enterprise Resource Planning (ERP) package are examples of electronic commerce initiatives that will draw on ODN resources.

In light of this fact, the executive's recommendations fully fund an expansion in server, tape, and Central Processing Unit (CPU) capacity. Those amounts are \$10,484,775 in FY 2002 and \$10,353,037 in FY 2003.

***Permanent and Temporary Law:***

***Temporary Law:*** Section 15.17 allows DAS to establish a technology assessment fee to recoup some of the costs associated with the design of the electronic government infrastructure. The fee structure is still under consideration.

**Multi-Agency Radio Communications System (MARCS)**

***Program Description:*** The Multi-Agency Radio Communication System (MARCS) will allow all state agencies to use a single statewide mobile communication system instead of each maintaining their own systems. There are 15 subscriber agencies. The first phase of this communications system is scheduled for rollout in late calendar year 2002. DAS has been responsible for the bulk of the start-up equipment and site acquisition costs, but as the system becomes operational user agencies will be charged as they join the system. When the project is fully implemented, user agencies will be charged a fee and the revenues will be used to support the operating expenses of the system.

***Funding Source:*** GRF

*Line Items:* 100-417 MARCS

**Implication of the Executive Recommendation:** The recommendations allow for \$8.78 million in FY 2002 funding, three percent above estimated FY 2001 expenditures of \$8,521,125. FY 2003 appropriations would increase to \$10.97 million, 24.9 percent above the FY 2002 recommendation. These increases would fund additional staff and system-maintenance needs. The FY 2003 increase can be attributed to additional staffing required as the system is phased-in and cannot yet be supported by user fees. The increased GRF funding will support the program until the costs can be covered by user charge revenues deposited in Fund 5C2.

**Permanent and Temporary Law:**

**Temporary Law:** Section 15.13 requires that all MARCS usage fees be deposited in Fund 5C2 and used to cover operating costs of the system. Note that the system will require GRF support until the balance in 5C2 is sufficient to support the system.

**STATEWIDE SUPPORT**

**Program Series 5**

**Purpose** The Statewide Support Division provides non-agency specific real estate, auditing, and other services. The program series includes appropriations for debt service.

The following table shows the line items that are used to fund this program series, as well as the Governor’s recommended funding levels.

Fund	ALI	Title	FY 2002	FY 2003
GRF	100-405	Agency Audit Expenses	\$689,736	\$640,317
GRF	100-410	Veterans' Records Conversion	\$500,000	\$500,000
GRF	100-433	State of Ohio Computer Center	\$5,178,948	\$5,285,808
GRF	100-447	OBA - Building Rent Payments	\$100,075,600	\$119,923,600
GRF	100-448	OBA - Building Operating Payments	\$26,098,000	\$26,098,000
GRF	100-449	DAS - Building Operating Payments	\$5,126,955	\$5,126,968
115	100-632	Central Service Agency	\$399,438	\$376,844
<b>Total funding: STATEWIDE SUPPORT</b>			<b>\$138,068,677</b>	<b>\$157,951,537</b>

This analysis focuses on the following within the Statewide Support program series:

■ **State - Owned Buildings: OBA Rent**

**OBA—Building Rent Payments**

**Program Description:** The department pays rent and building maintenance costs to the Ohio Building Authority for various office buildings. These are the Rhodes Tower, Riffe Center, and the N. High Street complex in Columbus; facilities in Akron, Toledo, and Cleveland are also included. Finally, the line item contains funding for debt service on the MARCS capital infrastructure as well numerous other projects in the Administrative Building Fund (Fund 026).

These payments are made on a semi-annual basis.

**Funding Source:** GRF

**Line Items:** 100-447 OBA—Building Rent Payments.

**Implication of the Executive Recommendation:** The recommended funding includes substantial

increases for debt service in both fiscal years. Debt service is estimated to be \$100,075,600 in FY 2002 and \$119,923,600 in FY 2003, increases of 22.5 and 19.8 percent respectively. The MARCS system (capital appropriations of \$130.6 million) and smaller projects are factors in this increase.

**ADMINISTRATION**

**Program Series 6**

**Purpose** This division provides the department's administrative services.

The following table shows the line items that are used to fund this program series, as well as the Governor's recommended funding levels.

Fund	ALI	Title	FY 2002	FY 2003
GRF	100-409	Departmental Information Services	\$987,846	\$1,016,126
112	100-616	Director's Office	\$5,243,105	\$5,503,547
4P3	100-603	Departmental MIS Services	\$7,447,713	\$7,761,365
<b>Total funding: ADMINISTRATION</b>			<b>\$13,678,664</b>	<b>\$14,281,038</b>

This analysis of the Administration program series focuses on:

■ **DAS Administration**

**DAS Administration**

**Program Description:** The Administrative Support Division provides direction, guidance, and oversight of DAS' four operating divisions through six major support offices: Office of Chief Legal Counsel, Office of Finance, Office of Employee Services, Office of Communications, Office of Legislative Affairs and Departmental MIS. The priorities for administration are management information systems for State Purchasing, the Human Resources Management System, and Imaging systems.

**Funding Source:** GRF, payments made by state agencies

**Line Items:** 100-409 Departmental Information Services; 112 100-616 Director's Office; and 4P3 100-603 Departmental MIS.

**Implication of the Executive Recommendation:** The GRF component of the executive recommendations—100-409, Departmental Information Systems—are slightly below those originally sought.

**Permanent and Temporary Law:**

**Temporary Law:** Section 15.11 permits the Director of Budget and Management to transfer up to \$3 million in appropriation authority in FY 2002 and FY 2003 to any other non-GRF line item, so long as those funds are used for management information systems. Further, the Director of Budget and Management may also transfer \$217,313 in FY 2002 and \$193,031 in FY 2003 to the GRF for any expenses related to management information systems services.

**REVENUE DISTRIBUTION**

**Revenue Distribution**

**Purpose** Revenues from payroll deductions, unemployment compensation, and architect refunds flow through these funds. These are pass-through funds.

The following table shows the line items that are used to fund this program series, as well as the Governor’s recommended funding levels.

Fund	ALI	Title	FY 2002	FY 2003
R08	100-646	General Services Refunds	\$20,000	\$20,000
113	100-628	Unemployment Compensation	\$3,500,000	\$3,577,000
124	100-629	Payroll Deductions	\$1,877,100,000	\$1,999,100,000
<b>Total funding: REVENUE DISTRIBUTION</b>			<b>\$1,880,620,000</b>	<b>\$2,002,697,000</b>

Specific programs within the Revenue Distribution program series that this analysis will focus on include:

■ **Revenue Distribution Funds**

**Revenue Distribution Funds**

**Program Description:** Revenue Distribution Funds consist such as payroll assessments that are distributed to other state agencies or local governments. The funds listed above are under DAS’s purview because they involve payroll and benefits administration, as well as real estate purchasing and management. In this program series payroll deductions are held until they are disbursed. Also, unemployment assessments are collected and remitted to the Department of Job and Family Services. None of these funds is used for administrative expenses; these are strictly pass through funds.

**Funding Source:** Fund 113 receives unemployment claim payments from the legislative and executive branches of the state; Fund 124 receives payroll deductions from state agencies; Fund R08 receives deposits from contractors who have bid on state construction projects under the State Architect’s purview.

**Line Items:** See line items listed in table above.

**Implication of the Executive Recommendation:** The recommended funding would allow for these disbursements to continue. The unemployment compensation figures are estimates derived from projected employment trends. Because of the high employment levels in recent years, actual expenditures have been lower than appropriated amounts.

## PERMANENT AND TEMPORARY LAW

This section describes permanent and temporary law provisions contained in the executive budget that will affect the department's activities and spending decisions during the next biennium.

### **Permanent Law Provisions**

#### **Risk Management Reserve and State Agency Insurance Coverage (Section 9.821)**

For the upcoming FY 2002-2003 biennium, DAS's Risk Management Office will be taking a more active role in managing the state's overall insurance coverage, including general and personal liability for state employees, as well as property loss. The Risk Management Office arranges for the coverage, which agencies must then pay. Since this process is not specified in statute, this provision states that agencies must pay the costs of insurance coverage if the Risk Management Office indicates that coverage is required. This may increase overall insurance costs for state agencies, since some agencies may not have had assets appropriately covered before. However, this provision is highly unlikely to increase costs significantly.

### **Temporary Law Provisions**

#### **Agency Audit Expenses (Section 15.01 of the bill)**

This section earmarks \$145,261 in FY 2002 and \$74,447 in FY 2003 from a GRF line item, 100-405, Agency Audit Expenses, to subsidize the operations of the Central Service Agency, the DAS' unit that provides administrative and fiscal services to state boards and commissions. This allows for a cash transfer of those amounts to the Central Service Agency operating line item, 100-632, Central Service Agency (Fund 115), a GSF line item. Further, the provision earmarks \$30,000 in each fiscal year for auditing expenses associated with GRF-funded programs. .

Total recommended appropriations for the 100-405 Agency Audit Expenses line item are \$689,736 in FY 2002 and \$640,317 in FY 2003.

#### **DAS-Building Operating Payments (Section 15.03 of the bill)**

GRF line item 100-449, DAS – Building Operating Expenses is used to pay for the rent expenses of the veterans' groups and operating expenses of other DAS-maintained facilities that cannot be billed to tenants. This is generally vacant space or office space undergoing renovation. This provision earmarks \$100,000 to fund the renovation of the new office space occupied by the State Library and the Ohioana Library Association. Also, the provision allows DAS to use these appropriations for the cost of property appraisals for real estate the agency may consider buying or selling.

Recommended appropriations for 100-449, DAS—Building Operating Payments are \$5,126,694 in FY 2002 and \$5,126,968 in FY 2003.

**Central Service Agency Fund (Section 15.05 of the bill)**

For some time, DAS has been developing a new licensing system to be used by the professional licensing boards, which receive centralized support from the Central Service Agency. As that project will still be under development in FY 2002, this authorizes the Director of Budget and Management to cancel any FY 2001 encumbrances (outstanding expenses not yet paid) and reauthorize these encumbrances for this project in FY 2002. It would require that FY 2001 appropriations set aside for the system would be reduced by an amount equal to the FY 2002 encumbrances.

The provision also permits the Director of Budget and Management to transfer up to \$399,000 in FY 2002 and \$354,000 in FY 2003 from the Occupational Licensing and Regulatory Fund (Fund 4K9) to the Central Service Agency Fund, (Fund 115). The provision also permits a similar transfer of up to \$34,000 in FY 2002 and \$30,000 in FY 2003 from the State Medical Board Operating (Fund 5C6) to Fund 115.

**Tuition Reimbursement (Section 15.06 of the bill)**

This section requires \$350,000 in FY 2002 and \$400,000 in FY 2003 be set aside for the District 1199 Health Care Employees Tuition Reimbursement Program funded by line item 100-622, Human Resources Division—Operating. An additional \$75,000 from the same line item in each fiscal year will be used for the Ohio Education Association Tuition Reimbursement Program, per existing collective bargaining agreements.

**Collective Bargaining Arbitration Expenses (Section 15.07 of the bill)**

This provision authorizes DAS to recoup the expenses related to the collective bargaining arbitration process DAS administers on behalf of state agencies. These reimbursements would be deposited in the Collective Bargaining Fund (Fund 128), the source of operating funds for this office. If agencies select to cut operating expenses over the biennium by making layoffs, abolishing positions, or reclassifying staff, operating expenses may increase substantially. This provision would allow for those expenses to be recovered from agencies involved in such actions.

**Departmental MIS (Section 15.11 of the bill)**

This provision authorizes the Director of Budget and Management to transfer up to \$3 million in FY 2002 and FY 2003 appropriations from line item 100-603, Departmental MIS, to any other non-GRF line item, so long as the transferred funds are used to pay for management information systems. It would be most likely that these appropriations would be transferred to funds that pay for operating expenses related to DAS main operating divisions.

The provision also allows up to \$217,313 in FY 2002 and \$193,031 in FY 2003 to be transferred to any line item within DAS's GRF funding stream. These transfers must also be used for management information services and require approval by the Director of Budget and Management.

**Investment Recovery Fund (Section 15.12 of the bill)**

This section earmarks moneys from the Investment Recovery Fund, line item 100-602, a means by which DAS can sell surplus property. Up to \$2,045,302 in fiscal year 2002 and up to \$1,959,192 in fiscal year 2003 will be used to pay the operating expenses of the State Surplus Property and the Surplus Federal Property programs. The section also authorizes DAS to seek Controlling Board approval for necessary increases in appropriations for these investment recovery programs. The provision allows these amounts to be transferred from the Investment Recovery Fund to non-GRF funds.

This provision also provides up to \$2.5 million over the biennium for the operating expenses related to the Competitive Sealed Proposal Program, funded within the General Services Division Operating Fund, (Fund 117). The Competitive Sealed Proposal Program is intended to increase the volume of goods and services procured through competitive bids.

**Multi-Agency Radio Communication System (Section 15.13 of the bill)**

This provision authorizes the DAS Director and the MARCS Steering Committee to develop a fee schedule for state agencies that use the MARCS. This language is necessary because the system will become partly operational in FY 2002, and the fees will generate operating income for the system. Note that MARCS will still require GRF funding through the FY 2002-2003 biennium. User fees alone will not be sufficient to operate and maintain the system through this period. *See discussion under the Computer Services Division program series in the "Analysis of the Executive Proposal" section for details about this program.*

**Workforce Development Fund (Section 15.14 of the bill)**

These moneys will be used to pay the costs of the Workforce Development Program outlined in the contract between the state and the Ohio Civil Service Employees Association (OCSEA) of the American Federation of State, County, and Municipal Employees (AFSCME). The fund may be used to pay direct and indirect costs of the program that are attributable to staff, consultants, and service providers. The Workforce Development program is funded through line item 100-621, Workforce Development.

**Professional Development Fund (Section 15.15 of the bill)**

This is a new training and job-enrichment program established by H.B. 640, the capital bill of the 123<sup>rd</sup> General Assembly. This bill appropriates \$2.7 in each fiscal year of the FY 2002-2003 biennium for this purpose. *See discussion under the Human Resources Division program series in the "Analysis of the Executive Proposal" section for details about this program.*

**Information Technology Assessment (Section 15.17)**

As a result of various new e-government initiatives to be funded through the upcoming biennium, the executive recommendation allows DAS to set an additional fee for offsetting the cost of developing e-government systems that will be used by other agencies. DAS is developing the assessment mechanism. The revenue raised through this charge will be used to fund consultants hired to develop the state's new web portal, or web front page, and other specific components of the e-government system.

**E-Government Development Fund (Section 15.18)**

The Governor's e-government initiative was launched in FY 2001. The E-Government Development Fund (Fund 5M6) was established as a funding stream for this project. Appropriations in that fund consisted of moneys transferred from DAS Major Computer Purchases Fund, (Fund 4N6). This provision would now transfer remaining balances in Fund 5M6 to Fund 133, the Information Technology Fund.

**Unemployment Compensation (Section 15.19 of the bill)**

This section reestablishes line item 100-628, Unemployment Compensation, will be used to make payments from the Unemployment Compensation Fund. The provision also authorizes additional appropriations to the fund as necessary. Without such authority, if unemployment claims exceeded the appropriations, they could go unpaid.

**Payroll Withholding Fund (Section 15.20 of the bill)**

Line item 100-629, Payroll Deductions, is used to make payments to the Payroll Withholding Fund. The section allows OBM to increase appropriations to the fund as necessary.

**Multi-Agency Radio Communication System Debt Service Payments (Section 15.22 of the bill)**

MARCS debt service is one of the items funded the 100-447 OBA—Building Rent Payments line item within the GRF. This provision outlines procedures whereby the share of debt service payments for the Department of Transportation and other entities funded by the motor fuel tax will be calculated. This amount will then be transferred from the Highway Operating Fund (Fund 002), the primary funding source for those entities, to the GRF as reimbursement.

**General Services Charges (Section 15.24 of the bill)**

This section requires DAS to establish charges for recovering the costs of administering the programs in the General Services Administration Fund and the State Printing Fund. These programs are funded, respectively, out of line items 100-644 and 100-612. The General Services Division provides office services, real estate services, procurement of goods and services, and other services to state agencies.

## REQUESTS NOT FUNDED

Below are selected projects for which DAS sought additional appropriations, but received no or only partial funding. There were 34 requests for additional funding. GRF-funded proposals generally did not fare as well as those supported by user fees, projects generally clustered within the General Services Fund (GSF) Fund Group. Some projects may be pursued through reprioritizing and reprogramming within the recommended appropriations.

<b>Human Resources Division—Classification and Compensation Study</b>						
<b>Fund Line Item</b>	<b>FY 2000 Requested</b>	<b>FY 2000 Recommended</b>	<b>Difference</b>	<b>FY 2001 Requested</b>	<b>FY 2001 Recommended</b>	<b>Difference</b>
GRF 100-406	\$2,114,691	\$0	\$2,114,691	\$2,127,238	\$0	\$2,127,238
125 100-622	\$3,888,253	\$3,888,253	\$0	\$3,917,098	\$3,917,098	\$0

One of the major priorities of the Human Resources Division is to complete a study of classification and compensation offered to state employees. There is some concern that existing classification systems on both the state and county levels are outdated and have not kept pace with evolving workplace needs and skills. The GRF portion of this request, from line item 100-406, County and University Human Resources Services, is not funded.

<b>General Services Division—Real Estate Inventory System</b>						
<b>Fund Line Item</b>	<b>FY 2000 Requested</b>	<b>FY 2000 Recommended</b>	<b>Difference</b>	<b>FY 2001 Requested</b>	<b>FY 2001 Recommended</b>	<b>Difference</b>
GRF 130-321	\$331,703	\$0	\$331,703	\$340,965	\$0	\$340,965

The Division sought but did not receive funding for three new staff positions to operate the Real Estate Inventory System, a data warehouse that would track state building and land usage. The recommended funding supports only one project manager and will not allow for the three new staff.

<b>Computer Services Division—Independent Verification and Validation Services</b>						
<b>Fund Line Item</b>	<b>FY 2000 Requested</b>	<b>FY 2000 Recommended</b>	<b>Difference</b>	<b>FY 2001 Requested</b>	<b>FY 2001 Recommended</b>	<b>Difference</b>
GRF 100-416	\$2,814,680	\$0	\$2,814,680	\$2,814,680	\$0	\$2,814,680

These funds would have allowed the Office of Policy and Planning to hire consultants to conduct unbiased review and analysis of numerous IT projects. The goal was to ensure that IT projects are delivered on time and capable of carrying out the tasks for which they were developed. These independent reviews and verification procedures would have been performed for IT projects from all state agencies.

## LSC Budget Spreadsheet by Line Item, FY 2002 - FY 2003

Fund	ALI	ALI Title	2000	Estimated 2001	Executive 2002	% Change 2001 to 2002	Executive 2003	% Change 2002 to 2003
<b>DAS Administrative Services, Department of</b>								
GRF	100-402	Unemployment Compensation	\$ 130,817	\$134,069	\$ 112,201	-16.3%	\$ 113,660	1.3%
GRF	100-405	Agency Audit Expenses	\$ 860,364	\$770,956	\$ 689,736	-10.5%	\$ 640,317	-7.2%
GRF	100-406	County & University Human Res Svcs	\$ 1,004,053	\$1,244,851	\$ 885,555	-28.9%	\$ 873,726	-1.3%
GRF	100-409	Departmental Information Services	\$ 933,766	\$1,060,904	\$ 987,846	-6.9%	\$ 1,016,126	2.9%
GRF	100-410	Veterans' Records Conversion	\$ 0	\$500,000	\$ 500,000	0.0%	\$ 500,000	0.0%
GRF	100-412	Information Center	\$ 40,996	\$0	\$ 0	N/A	\$ 0	N/A
GRF	100-414	Ohio Geog. Referenced Info Program	\$ 572,509	\$959,227	\$ 533,760	-44.4%	\$ 532,091	-0.3%
GRF	100-416	Strategic Technology Development Programs	\$ 2,192,807	\$8,538,665	\$ 3,470,440	-59.4%	\$ 7,898,296	127.6%
GRF	100-417	MARCS	\$ 2,751,320	\$8,521,125	\$ 8,780,291	3.0%	\$ 10,968,602	24.9%
GRF	100-418	E-Government Development	---	\$0	\$ 9,062,491	N/A	\$ 8,538,324	-5.8%
GRF	100-419	Ohio SONET	\$ 4,474,270	\$4,883,574	\$ 4,716,588	-3.4%	\$ 4,818,624	2.2%
GRF	100-420	Innovation Ohio	\$ 346,631	\$150,000	\$ 150,000	0.0%	\$ 150,000	0.0%
GRF	100-421	ERP Project Implementation	---	\$562,500	\$ 625,000	11.1%	\$ 650,000	4.0%
GRF	100-429	Agency Business Support Services	\$ 167,936	\$0	\$ 0	N/A	\$ 0	N/A
GRF	100-430	Year 2000 Assistance	\$ 5,636,014	\$0	\$ 0	N/A	\$ 0	N/A
GRF	100-431	Set Aside Review Board	\$ 6	\$0	\$ 0	N/A	\$ 0	N/A
GRF	100-433	State of Ohio Computer Center	\$ 4,214,901	\$5,204,349	\$ 5,178,948	-0.5%	\$ 5,285,808	2.1%
GRF	100-435	State Government Energy Program	\$ 23,433	\$0	\$ 0	N/A	\$ 0	N/A
GRF	100-439	Equal Opportunity Certification Programs	\$ 663,706	\$742,501	\$ 851,973	14.7%	\$ 896,972	5.3%
GRF	100-447	OBA - Building Rent Payments	\$ 78,517,356	\$81,685,200	\$ 100,075,600	22.5%	\$ 119,923,600	19.8%
GRF	100-448	OBA - Building Operating Payments	\$ 21,795,922	\$21,818,400	\$ 26,098,000	19.6%	\$ 26,098,000	0.0%
GRF	100-449	DAS - Building Operating Payments	\$ 2,979,432	\$6,195,548	\$ 5,126,955	-17.2%	\$ 5,126,968	0.0%
GRF	100-451	Minority Affairs	\$ 150,227	\$878,910	\$ 124,694	-85.8%	\$ 122,961	-1.4%
GRF	100-734	Major Maintenance - State Bldgs	\$ 177,336	\$77,000	\$ 73,150	-5.0%	\$ 71,225	-2.6%
GRF	102-321	Construction Compliance	\$ 1,280,788	\$1,289,131	\$ 1,450,615	12.5%	\$ 1,454,694	0.3%
GRF	130-321	State Agency Support Services	\$ 3,490,818	\$3,994,685	\$ 3,783,778	-5.3%	\$ 3,896,758	3.0%
<b>General Revenue Fund Total</b>			<b>\$ 132,405,408</b>	<b>\$ 149,211,595</b>	<b>\$ 173,277,621</b>	<b>16.1%</b>	<b>\$ 199,576,752</b>	<b>15.2%</b>

## LSC Budget Spreadsheet by Line Item, FY 2002 - FY 2003

<i>Fund</i>	<i>ALI</i>	<i>ALI Title</i>	<i>2000</i>	<i>Estimated 2001</i>	<i>Executive 2002</i>	<i>% Change 2001 to 2002</i>	<i>Executive 2003</i>	<i>% Change 2002 to 2003</i>
<b><i>DAS Administrative Services, Department of</i></b>								
112	100-616	DAS Administration	\$ 4,288,349	\$4,929,766	\$ 5,243,105	6.4%	\$ 5,503,547	5.0%
115	100-632	Central Service Agency	\$ 1,192,369	\$608,523	\$ 399,438	-34.4%	\$ 376,844	-5.7%
117	100-644	General Services Division-Operating	\$ 5,202,078	\$5,836,960	\$ 7,090,062	21.5%	\$ 7,646,961	7.9%
122	100-637	Fleet Management	\$ 1,466,895	\$1,503,491	\$ 1,600,913	6.5%	\$ 1,652,189	3.2%
125	100-622	Human Resources Division-Operating	\$ 20,834,911	\$22,283,819	\$ 26,602,730	19.4%	\$ 27,466,851	3.2%
127	100-627	Vehicle Liability Insurance	\$ 1,079,088	\$4,276,001	\$ 3,373,835	-21.1%	\$ 3,487,366	3.4%
128	100-620	Collective Bargaining	\$ 2,642,487	\$3,242,007	\$ 3,242,859	0.0%	\$ 3,360,952	3.6%
130	100-606	Risk Management Reserve	\$ 54,470	\$112,497	\$ 185,900	65.2%	\$ 197,904	6.5%
131	100-639	State Architect's Office	\$ 6,093,397	\$7,366,535	\$ 7,504,787	1.9%	\$ 7,772,789	3.6%
132	100-631	DAS Building Management	\$ 10,112,495	\$10,327,826	\$ 10,887,913	5.4%	\$ 11,362,872	4.4%
188	100-649	Equal Opportunity Division-Operatng	\$ 853,088	\$1,099,235	\$ 1,214,691	10.5%	\$ 1,253,311	3.2%
201	100-653	General Services Resale Merchandise	\$ 1,201,975	\$2,034,174	\$ 1,779,000	-12.5%	\$ 1,833,000	3.0%
210	100-612	State Printing	\$ 5,576,463	\$6,322,592	\$ 6,648,503	5.2%	\$ 6,928,823	4.2%
427	100-602	Investment Recovery	\$ 5,335,808	\$3,407,947	\$ 4,204,735	23.4%	\$ 4,179,184	-0.6%
4H2	100-604	Governor's Residence Gift	\$ 0	\$0	\$ 22,628	N/A	\$ 23,194	2.5%
4P3	100-603	Departmental MIS Services	\$ 3,868,351	\$7,312,130	\$ 7,447,713	1.9%	\$ 7,761,365	4.2%
5C3	100-608	Skilled Trades	\$ 1,636,406	\$2,382,527	\$ 2,237,200	-6.1%	\$ 2,332,464	4.3%
5D7	100-621	Workforce Development	\$ 12,208,777	\$18,079,097	\$ 12,000,000	-33.6%	\$ 12,000,000	0.0%
5L7	100-610	Professional Development	---	\$2,700,000	\$ 2,700,000	0.0%	\$ 2,700,000	0.0%
<b>General Services Fund Group Total</b>			<b>\$ 83,647,407</b>	<b>\$ 103,825,127</b>	<b>\$ 104,386,012</b>	<b>0.5%</b>	<b>\$ 107,839,616</b>	<b>3.3%</b>
307	100-633	Federal Grants-Energy	\$ 163,304	\$0	\$ 0	N/A	\$ 0	N/A
<b>Federal Special Revenue Fund Group Total</b>			<b>\$ 163,304</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>N/A</b>	<b>\$ 0</b>	<b>N/A</b>
123	100-613	Telecommunications	\$ 14,430	\$0	\$ 0	N/A	\$ 0	N/A
133	100-607	Information Technology Fund	\$ 72,947,358	\$86,353,086	\$ 104,482,097	21.0%	\$ 111,387,436	6.6%
4N6	100-617	Major Computer Purchases	\$ 6,184,949	\$8,500,000	\$ 12,000,000	41.2%	\$ 4,500,000	-62.5%
5M6	100-615	E-Government Development	---	\$5,000,000	\$ 0	-100.0%	\$ 0	N/A
<b>Intragovernmental Service Fund Group Total</b>			<b>\$ 79,146,737</b>	<b>\$ 99,853,086</b>	<b>\$ 116,482,097</b>	<b>16.7%</b>	<b>\$ 115,887,436</b>	<b>-0.5%</b>

**LSC Budget Spreadsheet by Line Item, FY 2002 - FY 2003**

<i>Fund</i>	<i>ALI</i>	<i>ALI Title</i>	<i>2000</i>	<i>Estimated 2001</i>	<i>Executive 2002</i>	<i>% Change 2001 to 2002</i>	<i>Executive 2003</i>	<i>% Change 2002 to 2003</i>
<b>DAS Administrative Services, Department of</b>								
113	100-628	Unemployment Compensation	\$ 2,146,076	\$2,500,000	\$ 3,500,000	40.0%	\$ 3,577,000	2.2%
124	100-629	Payroll Deductions	\$ 1,743,081,115	\$1,874,250,000	\$ 1,877,100,000	0.2%	\$ 1,999,100,000	6.5%
<b>Agency Fund Group Total</b>			<b>\$ 1,745,227,191</b>	<b>\$ 1,876,750,000</b>	<b>\$ 1,880,600,000</b>	<b>0.2%</b>	<b>\$ 2,002,677,000</b>	<b>6.5%</b>
R08	100-646	General Services Refunds	\$ 5,850	\$20,000	\$ 20,000	0.0%	\$ 20,000	0.0%
<b>Holding Account Redistribution Fund Group Total</b>			<b>\$ 5,850</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>0.0%</b>	<b>\$ 20,000</b>	<b>0.0%</b>
<b>Total All Budget Fund Groups</b>			<b>\$ 2,040,595,897</b>	<b>\$ 2,229,659,808</b>	<b>\$ 2,274,765,730</b>	<b>2.0%</b>	<b>\$ 2,426,000,804</b>	<b>6.6%</b>

## General Revenue Fund

### GRF 100-402 Unemployment Compensation

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$102,235	\$125,008	\$130,817	\$134,069	\$112,201	\$113,660
	22.3%	4.6%	2.5%	-16.3%	1.3%

**Source:** GRF

**Legal Basis:** Originally established by Am. Sub. H.B. 694 of the 114th G.A.

**Purpose:** Provides operating funds to DAS to distribute Job and Family Services (JFS) unemployment billings by state agency, collect payments from each agency, and remit these payments to JFS.

### GRF 100-405 Agency Audit Expenses

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$483,639	\$152,301	\$860,364	\$770,956	\$689,736	\$640,317
	-68.5%	464.9%	-10.4%	-10.5%	-7.2%

**Source:** GRF

**Legal Basis:** ORC 117.13

**Purpose:** Pays auditing expenses for the Department of Administrative Services and for those state agencies which are audited on a biennial basis. These expenses previously were paid through the Auditor of State's operating fund. For FY 2000-200, the line item also included a grant to the Ohio Veterans' Children' Home Ex-Pupil Association and a subsidy for the Central Service Agency. The Central Service Agency subsidy is also included for FY 2002-2003.

### GRF 100-406 County & University Human Res Svcs

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$1,101,761	\$1,007,831	\$1,004,053	\$1,244,851	\$885,555	\$873,726
	-8.5%	-0.4%	24.0%	-28.9%	-1.3%

**Source:** GRF

**Legal Basis:** ORC 124

**Purpose:** This line item covers the cost of providing personnel services to counties and universities. This item was formerly named County Personnel Services.

**GRF 100-408 Buy Ohio Promotions**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$40,265	\$23,628	\$0	\$0	\$0	\$0
	-41.3%	-100.0%	N/A	N/A	N/A

**Source:** GRF

**Legal Basis:** ORC 125.01

**Purpose:** Starting in FY 2000 the Buy Ohio program was transferred to 130-321, State Agency Support Services. This item funds conferences that bring purchasing agents from state and local governments together with representatives of Ohio businesses.

**GRF 100-409 Departmental Information Services**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$863,455	\$842,033	\$933,766	\$1,060,904	\$987,846	\$1,016,126
	-2.5%	10.9%	13.6%	-6.9%	2.9%

**Source:** GRF

**Legal Basis:** Originally established by Am Sub. H.B. 215 of the 122nd G.A.

**Purpose:** This item supports the DAS' Departmental MIS group (funded through 100-412, Management Information Systems, and 100-607, Computer Services, prior to FY 1998), and Office of Communications (funded through 100-616 prior to FY 1998). For FY 2002-2003, the Director of Budget and Management may transefr up to \$3 million in each fiscal year to non-GRF line items, so long as the transfer is used for management information services. The OBM Director can make smaller transfers to GRF line items, but they too must be used for MIS-related expenses. These transfers are limited to \$217,313 in FY 2002 and \$193,031 in FY 2003.

**GRF 100-410 Veterans' Records Conversion**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$0	\$0	\$0	\$500,000	\$500,000	\$500,000
	N/A	N/A	N/A	0.0%	0.0%

**Source:** GRF

**Legal Basis:** Am. Sub. H.B. 283, the main operating budget bill of the 123rd G.A.

**Purpose:** This item funds the electronic conversion of veterans' records for the Office of Veterans' Affairs of the Office of the Governor.

**GRF 100-412 Information Center**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$498,114	\$679,484	\$40,996	\$0	\$0	\$0
	36.4%	-94.0%	-100.0%	N/A	N/A

**Source:** GRF

**Legal Basis:** Originally established by Am. Sub. H.B. 117 of the 121st G.A.

**Purpose:** Starting in FY 2000 this program was transferred to 100-416, Strategic Technology Development Programs. The item supports the Computer Resource Center. Prior to FY 1996, these expenses were funded through item 100-607, Computer Services.

**GRF 100-414 Ohio Geog. Referenced Info Program**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$725,018	\$543,710	\$572,509	\$959,227	\$533,760	\$532,091
	-25.0%	5.3%	67.5%	-44.4%	-0.3%

**Source:** GRF

**Legal Basis:** Reauthorized by Executive Order 99-10T, March 1999

**Purpose:** This item funds operating expenses for the Ohio Geographically Referenced Information Program (OGRIP). In FY 1998 this line item began funding Geographic Information Systems (GIS) programmer costs that were not recoverable from state agencies under federal guidelines for statewide indirect cost allocation. These GIS programmer costs were funded through 100-412, Management Information Systems during FYs 1996 and 1997.

**GRF 100-416 Strategic Technology Development Programs**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$4,358,847	\$3,468,649	\$2,192,807	\$8,538,665	\$3,470,440	\$7,898,296
	-20.4%	-36.8%	289.4%	-59.4%	127.6%

**Source:** GRF

**Legal Basis:** ORC 125.021

**Purpose:** This item funds computer technology research and development costs that are not recoverable from state agencies under federal guidelines for statewide indirect cost allocation. Starting in FY 1998, this item also began funding subscriptions with the Gartner Group and META Group for computing and communication technologies information. Beginning in FY 2000 the Gartner/META Group funding will move to Fund 133. This item was formerly named Strategic Technology.

**GRF 100-417 MARCS**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$1,006,937	\$1,450,177	\$2,751,320	\$8,521,125	<b>\$8,780,291</b>	<b>\$10,968,602</b>
	44.0%	89.7%	209.7%	<b>3.0%</b>	<b>24.9%</b>

**Source:** GRF

**Legal Basis:** ORC 4501

**Purpose:** This item funds costs related to construction and other backbone costs of the Multi-Agency Radio Communication System. Program funding will be transferred to a rotary fund after the full implementation of the MARCS program in FY 2004.

**GRF 100-418 E-Government Development**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$0	\$0	\$0	\$0	<b>\$9,062,491</b>	<b>\$8,538,324</b>
	N/A	N/A	N/A	<b>N/A</b>	<b>-5.8%</b>

**Source:** GRF

**Legal Basis:** H.B. 95, the main operating budget bill of the 124th General Assembly.

**Purpose:** To pay developmental costs of the enterprise portal and accompanying electronic infrastructure needed to implement the "One Stop E-Shop" for government services. The line item will be used for non-recoverable development costs. Operational costs, which will be covered by an IT assessment, will be deposited in Fund 133, the Information Technology Fund.

**GRF 100-419 Ohio SONET**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$5,937,621	\$4,865,348	\$4,474,270	\$4,883,574	<b>\$4,716,588</b>	<b>\$4,818,624</b>
	-18.1%	-8.0%	9.1%	<b>-3.4%</b>	<b>2.2%</b>

**Source:** GRF

**Legal Basis:** Originally established by Am. Sub. H.B. 117 of the 121st G.A.

**Purpose:** This item funds the operating expenses and leasing of fiber optic capacity for the state. The item was formerly named SOMACS.

**GRF 100-420 Innovation Ohio**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$175,752	\$301,235	\$346,631	\$150,000	<b>\$150,000</b>	<b>\$150,000</b>
	71.4%	15.1%	-56.7%	<b>0.0%</b>	<b>0.0%</b>

**Source:** GRF

**Legal Basis:** Originally established by Am. Sub. H.B. 694 of the 114th G.A. (transferred from the State Employees Compensation Board to DAS)

**Purpose:** This item funds awards of up to \$5,000 to state employees for suggestions that would reduce the costs or improve the quality of state services.

**GRF 100-421 ERP Project Implementation**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$0	\$0	\$0	\$562,500	<b>\$625,000</b>	<b>\$650,000</b>
	N/A	N/A	N/A	11.1%	4.0%

**Source:** GRF

**Legal Basis:** Established by Controlling Board in FY 2001 to fund initial project costs associated with the Enterprise Resource Planning system.

**Purpose:** This item funds implementation of the Enterprise Resource Planning System (ERP) that would combine human resources and state accounting functions in a comprehensive system.

**GRF 100-429 Agency Business Support Services**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$1,337,237	\$1,425,553	\$167,936	\$0	<b>\$0</b>	<b>\$0</b>
	6.6%	-88.2%	-100.0%	N/A	N/A

**Source:** GRF

**Legal Basis:** ORC 123.01, and 125.28

**Purpose:** Starting in FY 2000, funded for these services was transferred to 130-321, State Agency Support Services. The line item funds the Fixed Asset Management, Mail Service, Information Management, Forms Management, and Risk Management programs. Prior to FY 98, these services funded through 100-425, Fixed Asset Management, 100-426, Mail Service, 100-427, Information Management, 100-428, Forms Management, 100-437, Risk Management.

**GRF 100-430 Year 2000 Assistance**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$1,579,321	\$6,002,440	\$5,636,014	\$0	<b>\$0</b>	<b>\$0</b>
	280.1%	-6.1%	-100.0%	N/A	N/A

**Source:** GRF

**Legal Basis:** Originally established by H.B. 215 of the 122nd G.A.

**Purpose:** Starting in FY 2000, Year 2000 services will be funded out of the Controlling Board's line item 911-442, Year 2000 Assistance. Line item 100-430 funded personnel services and equipment to test and correct data processing applications from 2-digit to century dates to small-to-medium sized state agencies.

**GRF 100-431 Set Aside Review Board**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$39,562	\$15,261	\$6	\$0	\$0	\$0
	-61.4%	-100.0%	-100.0%	N/A	N/A

*Source:* GRF

*Legal Basis:* ORC 125.081

*Purpose:* This Board was dissolved in FY 1999 as an indirect result of federal district court's decision that set aside laws were unconstitutional. This item funded the operating expenses of Set Aside Review Board. Prior to FY 1996, these expenses were paid from Fund 188, line item 100-649, State EOC.

**GRF 100-433 State of Ohio Computer Center**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$3,826,660	\$4,159,840	\$4,214,901	\$5,204,349	\$5,178,948	\$5,285,808
	8.7%	1.3%	23.5%	-0.5%	2.1%

*Source:* GRF

*Legal Basis:* ORC 152.24

*Purpose:* (Previously State Data Center) Funds the operating and building management expenses of the State Computer Center, located in Upper Arlington.

**GRF 100-434 Federal Surplus Program**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$14,895	\$0	\$0	\$0	\$0	\$0
	-100.0%	N/A	N/A	N/A	N/A

*Source:* GRF

*Legal Basis:* ORC 125.12 to 125.14; 125.84 and 125.90

*Purpose:* Funds the operations of the Federal Surplus Property Program. Prior to FY 1992, this program was part of line item 100-602, Investment Recovery, and has been returned to that line item in FY 1998.

**GRF 100-435 State Government Energy Program**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$393,354	\$348,259	\$23,433	\$0	\$0	\$0
	-11.5%	-93.3%	-100.0%	N/A	N/A

*Source:* GRF

*Legal Basis:* ORC 125.19

*Purpose:* Starting in FY 2000 the program will be funded out of 13-321, State Agency Support Services. Funds operating costs of the Office of Energy Services. The program is to assist agencies in the procurement of energy efficient items and the surveying, as well as retrofitting, of state-owned facilities to maximize energy efficiency.

**GRF 100-438 ODOT Building Payments**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$0	\$1,000,000	\$0	\$0	\$0	\$0
	N/A	-100.0%	N/A	N/A	N/A

*Source:* GRF

*Legal Basis:* ORC 152.33

*Purpose:* The item funds payments to the Transportation Department to purchase the Old ODOT building on Front Street in downtown Columbus.

**GRF 100-439 Equal Opportunity Certification Programs**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$0	\$288,909	\$663,706	\$742,501	\$851,973	\$896,972
	N/A	129.7%	11.9%	14.7%	5.3%

*Source:* GRF

*Legal Basis:* ORC 123.151; 125.081

*Purpose:* Funds the Historically Underutilized Business (HUB) program established by Executive Order 97-14V, in which cabinet-level agencies are encouraged to set a goal of awarding five percent of construction, goods, and other services contracts to socially and economically disadvantaged businesses.

**GRF 100-447 OBA - Building Rent Payments**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$62,527,551	\$71,493,533	\$78,517,356	\$81,685,200	\$100,075,600	\$119,923,600
	14.3%	9.8%	4.0%	22.5%	19.8%

*Source:* GRF

*Legal Basis:* ORC 152.33

*Purpose:* This line item was created to consolidate funds for rental payments to the Ohio Building Authority, for state office towers in Columbus, Akron, Toledo, and Cleveland. which were previously appropriated to the following line items: Appropriations from 100-447 are intended to pay for lease expenses of agencies that occupy space in these office buildings. This line item also includes debt service for Administrative Building Fund (Fund 026) capital projects. This includes MARCS and the North High Street Building renovations.

**GRF 100-448 OBA - Building Operating Payments**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$21,292,810	\$21,821,009	\$21,795,922	\$21,818,400	<b>\$26,098,000</b>	<b>\$26,098,000</b>
	2.5%	-0.1%	0.1%	<b>19.6%</b>	<b>0.0%</b>

**Source:** GRF

**Legal Basis:** ORC 152.24

**Purpose:** This line item was created to consolidate funds previously appropriated to the following line items: (100-404) James A. Rhodes State Office Tower--Operating, (100-411) Frank J. Lausche State Office Tower--Operating, (100-426) Toledo Tower--Operating, and (100-428) Akron Tower--Operating. Appropriations from 100-448 pay for operating expenses of agencies that occupy space in these office buildings and in the Vern Riffe Center for Government and the Arts and the Stanley J. Aronoff Center for the Arts, which are maintained by the Ohio Building Authority.

**GRF 100-449 DAS - Building Operating Payments**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$1,761,985	\$3,287,263	\$2,979,432	\$6,195,548	<b>\$5,126,955</b>	<b>\$5,126,968</b>
	86.6%	-9.4%	107.9%	<b>-17.2%</b>	<b>0.0%</b>

**Source:** GRF

**Legal Basis:** ORC 125.28; 123.024

**Purpose:** To pay the rent expenses of veterans' groups, and the operating expenses of state facilities maintained by DAS which are not billed to tenants. These expenses include the cost of vacant space and space undergoing renovation, the rent expenses of tenants which are relocated due to building renovations, and the rent expenses of GRF agencies occupying space in DAS-owned buildings.

**GRF 100-451 Minority Affairs**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$158,991	\$85,649	\$150,227	\$878,910	<b>\$124,694</b>	<b>\$122,961</b>
	-46.1%	75.4%	485.1%	<b>-85.8%</b>	<b>-1.4%</b>

**Source:** GRF

**Legal Basis:** Executive Orders 91-215V and 84-55.

**Purpose:** This line item was created to 1) help promote participation in minority enterprise programs, 2) assist with departmental recruiting and training, and 3) develop policy through Equal Employment Opportunity (EEO) rule changes regarding state agency minority employment. This line item is also used to fund the Office of Multi-Cultural Affairs within the Division of EEO. This office provides 1) an access point and official representation to multi-cultural communities, 2) research and reports on multi-cultural issues, and 3) other services that foster multi-cultural opportunities and understanding. This line item will also fund the MBE predicate study on discrimination of minority- and women-owned businesses in FYs 2000-2001.

**GRF 100-734 Major Maintenance - State Bldgs**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$35,972	\$23,923	\$177,336	\$77,000	\$73,150	\$71,225
	-33.5%	641.3%	-56.6%	-5.0%	-2.6%

*Source:* GRF

*Legal Basis:* ORC 123.01

*Purpose:* This line item is used for major and emergency repairs of buildings maintained by DAS.

**GRF 102-321 Construction Compliance**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$1,522,567	\$1,439,118	\$1,280,788	\$1,289,131	\$1,450,615	\$1,454,694
	-5.5%	-11.0%	0.7%	12.5%	0.3%

*Source:* GRF

*Legal Basis:* ORC 153.59, 153.60, and 153.951

*Purpose:* This line item funds the certificate of compliance program for construction contractors.

**GRF 130-321 State Agency Support Services**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$2,284,699	\$2,281,806	\$3,490,818	\$3,994,685	\$3,783,778	\$3,896,758
	-0.1%	53.0%	14.4%	-5.3%	3.0%

*Source:* GRF

*Legal Basis:* ORC 123.01

*Purpose:* This item, formerly named Bureau of Real Estate, funds real estate programs and, starting in FY 2000 will fund the Buy Ohio program (formerly 100-408), State Government Energy Program (formerly 100-435), Agency Business Support Services (formerly 100-429). Please refer to referenced former line items for descriptions of those programs.

## General Services Fund Group

**112 100-616 DAS Administration**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$4,240,498	\$3,659,668	\$4,288,349	\$4,929,766	\$5,243,105	\$5,503,547
	-13.7%	17.2%	15.0%	6.4%	5.0%

*Source:* GSF: service charges assessed to the DAS divisions

*Legal Basis:* Originally established by Controlling Board action in 1973

*Purpose:* Funds operating expenses of the DAS Director's Office, Office of Employee Services, Office of Finance, and Office of the General Counsel.

**115 100-632 Central Service Agency**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$457,217	\$806,008	\$1,192,369	\$608,523	\$399,438	\$376,844
	76.3%	47.9%	-49.0%	-34.4%	-5.7%

**Source:** GSF: interdepartmental charges and reimbursements paid for services provided

**Legal Basis:** ORC 125.22

**Purpose:** Funds administrative services which DAS provides to various occupational and licensing boards.

**117 100-644 General Services Division-Operating**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$4,598,772	\$4,092,401	\$5,202,078	\$5,836,960	\$7,090,062	\$7,646,961
	-11.0%	27.1%	12.2%	21.5%	7.9%

**Source:** GSF: charges to state agencies

**Legal Basis:** ORC 125

**Purpose:** Supports office services provided by DAS. Beginning in FY 1990, pass-through funds for resale merchandise are reflected in line item 100-653, Office Services Resale Merchandise. Starting in FY 1996, State Printing is to be funded through line item 100-612. This item was formerly named General Services Administration.

**122 100-637 Fleet Management**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$1,308,768	\$1,134,584	\$1,466,895	\$1,503,491	\$1,600,913	\$1,652,189
	-13.3%	29.3%	2.5%	6.5%	3.2%

**Source:** GSF: interdepartmental payments for the use of vehicles

**Legal Basis:** ORC 125.83

**Purpose:** (Formerly transportation services) Funds the State Fleet Management Program, including vehicle rental and leasing programs, a fleet management information system, and vehicle credit cards.

**125 100-622 Human Resources Division-Operating**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$17,301,796	\$16,346,315	\$20,834,911	\$22,283,819	\$26,602,730	\$27,466,851
	-5.5%	27.5%	7.0%	19.4%	3.2%

**Source:** GSF: service charges from state agencies

**Legal Basis:** ORC 124.09

**Purpose:** Funds centralized personnel processing services, benefits administration, classification, and merit system development services provided by DAS. This item was formerly named Personnel Services.

**127 100-627 Vehicle Liability Insurance**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$2,610,092	\$1,644,501	\$1,079,088	\$4,276,001	<b>\$3,373,835</b>	<b>\$3,487,366</b>
	-37.0%	-34.4%	296.3%	<b>-21.1%</b>	<b>3.4%</b>

*Source:* GSF: charges to state agencies

*Legal Basis:* ORC 9.82-9.832

*Purpose:* Covers the costs of vehicle liability insurance for state-owned vehicles.

**128 100-620 Collective Bargaining**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$2,428,714	\$2,313,448	\$2,642,487	\$3,242,007	<b>\$3,242,859</b>	<b>\$3,360,952</b>
	-4.7%	14.2%	22.7%	<b>0.0%</b>	<b>3.6%</b>

*Source:* GSF: a state agency's fee per person served

*Legal Basis:* ORC 4117

*Purpose:* Funds the Office of Collective Bargaining.

**130 100-606 Risk Management Reserve**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$160,165	\$47,651	\$54,470	\$112,497	<b>\$185,900</b>	<b>\$197,904</b>
	-70.2%	14.3%	106.5%	<b>65.2%</b>	<b>6.5%</b>

*Source:* GSF: interdepartmental charges and reimbursements

*Legal Basis:* Originally established by Controlling Board action in 1972

*Purpose:* This line item funds the development of a comprehensive Risk Management program for state agencies. The line item formerly paid for fidelity bonding programs for certain state employees, a bonding program for wildlife agencies, and another bonding program for deputy registrars. These programs have been privatized, and the responsibility for these programs have been transferred to the Department of Natural Resources and the Bureau of Motor Vehicles.

**131 100-639 State Architect's Office**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$5,195,156	\$4,980,839	\$6,093,397	\$7,366,535	<b>\$7,504,787</b>	<b>\$7,772,789</b>
	-4.1%	22.3%	20.9%	<b>1.9%</b>	<b>3.6%</b>

*Source:* GSF: charges paid by state agencies for assistance with completion of their capital improvements projects

*Legal Basis:* ORC 123.01; 123.10, and 153.01.

*Purpose:* Funds the State Architect's Office.

**132 100-631 DAS Building Management**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$6,939,750	\$8,855,827	\$10,112,495	\$10,327,826	<b>\$10,887,913</b>	<b>\$11,362,872</b>
	27.6%	14.2%	2.1%	<b>5.4%</b>	<b>4.4%</b>

**Source:** GSF: charges paid by tenant agencies

**Legal Basis:** ORC 123.01 and 125.28

**Purpose:** Operation and maintenance of various state buildings, including the Department of Education building, the Heer Building, the North High Complex, the General Services Administration Building in West Columbus, and newly acquired buildings.

**188 100-649 Equal Opportunity Division-Operatng**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$2,157,322	\$1,303,434	\$853,088	\$1,099,235	<b>\$1,214,691</b>	<b>\$1,253,311</b>
	-39.6%	-34.6%	28.9%	<b>10.5%</b>	<b>3.2%</b>

**Source:** GSF: charges to state agencies

**Legal Basis:** Originally established by Am. Sub. H.B. 171 of the 117th G.A.

**Purpose:** Funds the Division Administration, Technical Services, Certification, and Compliance Units of the Equal Opportunity Division. Prior to FY 1996, also funded the Set Aside Review Board. This item was formerly named State EEO.

**201 100-653 General Services Resale Merchandise**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$1,477,686	\$1,331,971	\$1,201,975	\$2,034,174	<b>\$1,779,000</b>	<b>\$1,833,000</b>
	-9.9%	-9.8%	69.2%	<b>-12.5%</b>	<b>3.0%</b>

**Source:** GSF: charges to state agencies for merchandise and services

**Legal Basis:** Originally established by Am. Sub. H.B. 1 of the 118th G.A.

**Purpose:** This line item is used to account for merchandise that is purchased by the Division of General Services for resale to state agencies. It was created to separate pass-through funds from operating funds in item 100-644, Office Services.

**209 100-611 Datalink**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$151,513	\$0	\$0	\$0	<b>\$0</b>	<b>\$0</b>
	-100.0%	N/A	N/A	<b>N/A</b>	<b>N/A</b>

**Source:** GSF: payments from user agencies

**Legal Basis:** ORC 125.24

**Purpose:** This fund was administered by DAS for the development and implementation of the Benefits Data Linkage System. The system is to provide online sharing of information among public assistance agencies with the goal of preventing overpayment and fraud. Starting in FY 1998, it was funded through GRF line item 100-416, Strategic Technology. Beginning in FY 2002, the program funding will be transferred to Fund 133, the Information Technology Fund.

**210 100-612 State Printing**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$5,684,004	\$5,418,818	\$5,576,463	\$6,322,592	<b>\$6,648,503</b>	<b>\$6,928,823</b>
	-4.7%	2.9%	13.4%	<b>5.2%</b>	<b>4.2%</b>

**Source:** GSF: payments from user agencies

**Legal Basis:** ORC 5.10; 125.04, 125.31-125.76; 149.13

**Purpose:** Funds operating costs of State Printing. Prior to FY 1996, this funding was included in line item 100-644, Office Services. During FY 1996, 100-612 also funded the Forms Management program.

**427 100-602 Investment Recovery**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$3,871,585	\$3,996,979	\$5,335,808	\$3,407,947	<b>\$4,204,735</b>	<b>\$4,179,184</b>
	3.2%	33.5%	-36.1%	<b>23.4%</b>	<b>-0.6%</b>

**Source:** GSF: proceeds from the sale of surplus state and federal property

**Legal Basis:** ORC 125.13

**Purpose:** Funds the State Surplus and Federal Surplus programs. To help fulfill the state's responsibilities under the Federal Property and Administrative Service Act, beginning in FY 1988, a specified portion of each annual appropriation was used to pay the operating expenses of the Federal Surplus program. During FYs 1992 through 1997, the Federal Surplus Program was funded by item 100-434, Federal Surplus Program. Item 100-602 was used during FYs 1992 and 1993 to pay costs associated with the relocation and reorganization of the Federal Surplus Program. Starting in FY 1998, the Federal Surplus Program will again be funded through this line item.

**4H2 100-604 Governor's Residence Gift**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$0	\$0	\$0	\$0	<b>\$22,628</b>	<b>\$23,194</b>
	N/A	N/A	N/A	<b>N/A</b>	<b>2.5%</b>

**Source:** GSF: donations from non-governmental entities

**Legal Basis:** Originally established by Controlling Board action on May 18, 1992

**Purpose:** Supports renovations of the Governor's Residence.

**4P3 100-603 Departmental MIS Services**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$3,284,796	\$3,549,466	\$3,868,351	\$7,312,130	<b>\$7,447,713</b>	<b>\$7,761,365</b>
	8.1%	9.0%	89.0%	<b>1.9%</b>	<b>4.2%</b>

**Source:** GSF: charges to various program line items within DAS

**Legal Basis:** Originally established by Am. Sub. H.B. 215 of the 122nd G.A.

**Purpose:** Funds management information systems provided to all programs within DAS.

**5C3 100-608 Skilled Trades**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$2,015,033	\$1,684,510	\$1,636,406	\$2,382,527	<b>\$2,237,200</b>	<b>\$2,332,464</b>
	-16.4%	-2.9%	45.6%	<b>-6.1%</b>	<b>4.3%</b>

**Source:** GSF: charges to state agencies

**Legal Basis:** Originally established by Am. Sub. H.B. 215 of the 122nd G.A.

**Purpose:** Funds operating expenses of Skilled Trades unit within Division of General Services Administration. Prior to FY 1998, these costs were funded through 100-631, Facilities Management.

**5D7 100-621 Workforce Development**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$433,406	\$3,108,852	\$12,208,777	\$18,079,097	<b>\$12,000,000</b>	<b>\$12,000,000</b>
	617.3%	292.7%	48.1%	<b>-33.6%</b>	<b>0.0%</b>

**Source:** GSF: payments from user agencies and bargaining units

**Legal Basis:** Article 37.02 of the Collective Bargaining Agreement between the State and OCSEA.

**Purpose:** To cover expenses for training and for continuing education solely for union employees. This training is a provision of Article 37 of the contract between the State and OCSEA/AFSCME, Local 11.

**5L7 100-610 Professional Development**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$0	\$0	\$0	\$2,700,000	<b>\$2,700,000</b>	<b>\$2,700,000</b>
	N/A	N/A	N/A	<b>0.0%</b>	<b>0.0%</b>

**Source:** GSF: Payroll surcharges to state agencies

**Legal Basis:** ORC 124.182; established by H.B. 640, the capital bill of the 123rd General Assembly.

**Purpose:** This fund pays for professional development programs offered to state employees exempt from collective bargaining agreements.

## **Federal Special Revenue Fund Group**

**307 100-633 Federal Grants-Energy**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$76,424	\$42,264	\$163,304	\$0	<b>\$0</b>	<b>\$0</b>
	-44.7%	286.4%	-100.0%	<b>N/A</b>	<b>N/A</b>

**Source:** FED: federal grants; in FY 1996, CFDA #81.079 from the Federal Department of Energy

**Legal Basis:** Originally established by Controlling Board action on March 19, 1984

**Purpose:** To fund state energy conservation special projects. This line item is discontinued for the FY 2002-2003 biennium.

**3H6 100-609 Federal Grants OGRIP**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$23,126	\$0	\$0	\$0	\$0	\$0
	-100.0%	N/A	N/A	N/A	N/A

**Source:** FED: Federal grants; in FY 1997, CFDA #15-808 from the U.S. Geological Survey

**Legal Basis:** Originally established by Controlling Board action on October 7, 1996

**Purpose:** To fund Ohio Geographically Referenced Information Program activities. The federal funding source is discontinued for the FY 2002-2003 biennium.

## Intragovernmental Service Fund Group

**123 100-613 Telecommunications**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$23,545,014	\$26,059,819	\$14,430	\$0	\$0	\$0
	10.7%	-99.9%	-100.0%	N/A	N/A

**Source:** ISF: payments from state agencies which are billed directly for telephone and other communications services

**Legal Basis:** Originally established by Controlling Board action in 1973

**Purpose:** Starting in FY 2000 this program will be funded out of 100-607. Funds are used to make contracts for, operate, and superintend the state's telephone system and other telecommunication services for state agencies.

**133 100-607 Information Technology Fund**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$32,659,803	\$40,034,479	\$72,947,358	\$86,353,086	\$104,482,097	\$111,387,436
	22.6%	82.2%	18.4%	21.0%	6.6%

**Source:** ISF: charges to state agencies for information technology services

**Legal Basis:** ORC 125.021

**Purpose:** Starting in FY 2000 this program funds Telecommunications (formerly 100-613). Funds are used to make contracts for, operate, and superintend computer services for state agencies. This item was formerly named Computer Services. Also beginning in FY 2000 the Gartner and META Group funding will move to this item. The division will recover the cost of the service via a payroll surcharge to all agencies.

**4N6 100-617 Major Computer Purchases**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$560,541	\$3,519,592	\$6,184,949	\$8,500,000	<b>\$12,000,000</b>	<b>\$4,500,000</b>
	527.9%	75.7%	37.4%	<b>41.2%</b>	<b>-62.5%</b>

**Source:** ISF: transfers from Fund 133, Computer Services, of revenues attributable to the amortization of computer equipment purchases

**Legal Basis:** Originally established by Am. Sub. S.B. 310 of the 121st G.A.

**Purpose:** Funds are used to purchase major data processing equipment.

**5M6 100-615 E-Government Development**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$0	\$0	\$0	\$5,000,000	<b>\$0</b>	<b>\$0</b>
	N/A	N/A	N/A	<b>-100.0%</b>	<b>N/A</b>

**Source:** ISF: cash transfer from Fund 4N6, Major Computer Purchases

**Legal Basis:** Established in FY 2001; remaining FY 2001 balance will be transferred to Fund 133, Information Technology Fund in FY 2002.

**Purpose:** This line item covers the cost of portal development and its accompanying electronic infrastructure to implement the "One-Stop E-Shop" initiative for government services. This Fund was established in early FY 2001. For FY 2002-2003, any lapsed funding will be transferred to the Information Technology Fund, Fund 133, where E-Government initiative will be funded.

## Agency Fund Group

**113 100-628 Unemployment Compensation**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$2,927,090	\$2,644,067	\$2,146,076	\$2,500,000	<b>\$3,500,000</b>	<b>\$3,577,000</b>
	-9.7%	-18.8%	16.5%	<b>40.0%</b>	<b>2.2%</b>

**Source:** AGY: unemployment claim payments from the legislative and executive branches of the state as well as from each separate instrumentality of the state

**Legal Basis:** Originally established by Controlling Board action in 1978

**Purpose:** The moneys collected are remitted to the Department of Job and Family Services which disburses the unemployment payments.

**124 100-629 Payroll Deductions**

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$1,578,731,739	\$1,597,198,036	\$1,743,081,115	\$1,874,250,000	<b>\$1,877,100,000</b>	<b>\$1,999,100,000</b>
	1.2%	9.1%	7.5%	<b>0.2%</b>	<b>6.5%</b>

**Source:** AGY: payroll deductions from state agencies

**Legal Basis:** Originally established by Controlling Board action in 1981

**Purpose:** Holds payroll deductions until they are disbursed.

## Holding Account Redistribution Fund Group

### R08 100-646 General Services Refunds

1998	1999	2000	2001 Estimate	2002 Executive Proposal	2003 Executive Proposal
\$2,036	\$3,761	\$5,850	\$20,000	<b>\$20,000</b>	<b>\$20,000</b>
	84.7%	55.5%	241.9%	<b>0.0%</b>	<b>0.0%</b>

**Source:** 090: contractor deposits for receipt of state construction plans and documents

**Legal Basis:** Originally established by Controlling Board action on December 2, 1985

**Purpose:** Holds contractor deposits until they are refunded once the plans are returned.  
Deposits that are not returned are deposited in the State Architect's Fund, Fund 131.