

# Department of Administrative Services

**House Higher Education Subcommittee**

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*Legislative Service Commission*

*March 12, 2003*

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**LSC Redbook**  
**for the**  
**Department of Administrative Services**  
**House Higher Education Subcommittee**  
*Jeremie Newman, Budget Analyst*

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*March 12, 2003*

Note: The estimated General Revenue Fund (GRF) spending for FY 2003 used in this LSC Redbook reflects the 2.5% reduction made as a result of the Governor's January 22, 2003 budget cut order. The executive reduction was applied across-the-board to FY 2003 GRF appropriations, subject to certain exceptions. Subsequent to such reductions (and not reflected in the Redbook), state agencies were permitted to reallocate the amount that each of their GRF appropriation line items was reduced, while still absorbing the 2.5% budget cut within the total amount of their GRF appropriations.

# Department of Administrative Services Overview

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- Implementation of a Wide Area Network Security program
- Full implementation of MARCS in FY 2005
- Conversion of GRF funding to fee-based funding for real estate leasing and interior design services

The Department of Administrative Services (DAS) is responsible for providing a wide range of 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. According to the Executive's recommendation, the Division will convert funding from the GRF to fee-based funding by assessing two new fees to agencies for the following services: real estate leasing provided by the Real Estate unit, and interior design services provided by the State Architect's Office.

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 implement the requirements of the classification and compensation reform for county and university human resources services in the FY 2004-2005 biennium in addition to finding ways to manage the rising health care costs on behalf of state agencies.

The **Equal Opportunity Division** ensures that minorities and underrepresented populations are fairly considered in the economic and employment opportunities of the state. Pursuant to the Executive's recommendation, this Division will implement a new program called Encouraging Diversity, Growth and Equity, created to assist small socially and economically disadvantaged business in Ohio in the FY 2004-2005 biennium.

The **Computer Services Division** provides computing and communications technology services for state agencies. Major responsibilities in the upcoming biennium include the development of the Enterprise Network Security program, which includes the consolidation of all network functions and the new Wide Area Network Security program, in addition to continuing efforts in the Ohio Business Gateway project, and the Multi-Agency Radio Communications (MARCS) project.

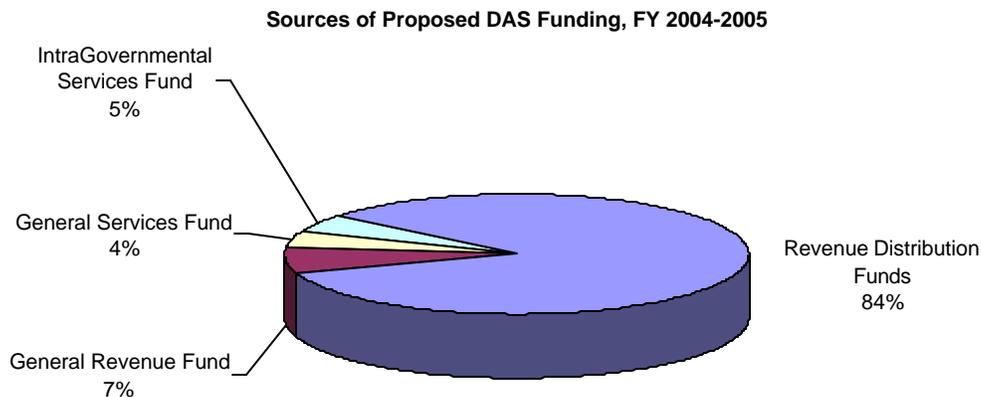
In addition to the four divisions, DAS includes several sections that perform fiscal and administrative tasks within DAS and for the professional licensing boards. These units include the Director's Office, Chief Legal Counsel, Office of Communications, Office of Finance, Central Service Agency, and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

Recommended funding for FY 2004 is \$2.35 billion and increases by 3.8% to \$2.44 billion in FY 2005. Note that state payroll deductions and unemployment compensation—which DAS administers and are clustered in the Agency Fund Group (AGY)—account for about 84% of this total.

The table below displays total recommended appropriations by fund group.

Fund Group	FY 2004	FY 2005	Percent Change
General Revenue Fund (GRF)	\$ 159,709,387	\$ 169,626,113	6.2
General Services Fund (GSF)	\$ 103,999,345	\$ 108,400,805	4.2
Intra-Governmental Service Fund (ISF)	\$ 116,439,532	\$ 112,890,004	(3.0)
Revenue Distribution and Holding Account Redistribution Funds	\$1,975,220,000	\$2,054,220,000	3.8
<b>Total</b>	<b>\$2,355,368,264</b>	<b>\$2,445,136,922</b>	<b>3.8</b>

The chart below displays these fund groups and their respective proportions of total recommended FY 2004-2005 recommendations.



**Issues Assessment for the FY 2004-2005 Biennium**

Noteworthy factors that influenced the proposed DAS budget for the FY 2004-2005 biennium include:

**Homeland/Information Technology Security and Digital Government Services**

Due to the recent work events and advances in technology, DAS believes that state agencies will place an increased expectation on DAS for quality service and support, especially in the area of securing the state’s network. The DAS’s goal is to set consistent statewide security standards and policies for all agencies to use in securing agency-specific infrastructure. In addition, DAS hopes to continue to develop an eGovernment infrastructure to provide eGovernment services to citizens and business of the state. The Executive’s recommendation includes funding for the implementation of a new Wide Area Network

Security program and continued funding for the operations of the Ohio Business Gateway in the FY 2004-2005 biennium.

**Cost Effective Health Care**

Health care costs are continuing to rise and DAS hopes to find new ways to manage these costs on behalf of its customer agencies. However, the Executive's recommendation does not provide funding to pursue enhanced wellness and absence management programs to help curtail payroll costs associated with these issues. For payroll purposes, OBM instructed agencies to factor in a health care increase of 15% in each fiscal year for the upcoming biennium.

**State Classification and Compensation Plans**

The DAS is responsible for maintaining the classification and compensation plans for all state government and for the 83 county governments that have not established classification plans. On December 31, 2001, the Civil Service Review Commission published a report recommending many changes to the classification and compensation plan. The Executive's recommendation provides \$1,530,634 over the FY 2004-2005 biennium, which is partial funding for the implementation of the requirements of the classification and compensation reform for county and university human resources services.

**Enterprise Resource Planning/OAKS Implementation**

Over the past biennium, the Human Resources and General Services divisions have invested a significant amount of time planning an enterprise resource planning system that will support a new payroll and personnel, procurement, fixed assets, and capital projects management system to replace existing legacy systems. This project involves the Office of Budget and Management (OBM), the Auditor of State (AUD), the Treasurer of State (TOS), as well as DAS. In order to keep this project on track, DAS is requesting continued funding in the FY 2004-2005 biennium. The Executive recommends development funding of \$1,085,492 over the FY 2004-2005 biennium.

## ANALYSIS OF EXECUTIVE PROPOSAL

### General Services Series

### Program Series 1

**Purpose:** The General Services Division procures, provides, and manages property and services for state agencies and, to some extent, other public entities. This includes: procurement services, real estate, the management of building construction and renovation printing services, mail delivery, fleet management, records and forms management, property, casualty and vehicle liability insurance, fixed asset management, and surplus property 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 2004	FY 2005
GRF	100-421	OAKS Project Implementation	\$549,983	\$535,509
GRF	100-734	Major Maintenance - State Buildings	\$46,313	\$45,094
GRF	130-321	State Agency Support Services	\$2,633,980	\$2,668,370
117	100-644	General Services Division - Operating	\$7,622,861	\$8,653,304
122	100-637	Fleet Management	\$1,669,589	\$1,652,849
127	100-627	Vehicle Liability Insurance	\$3,363,894	\$3,344,644
130	100-606	Risk Management Reserve	\$217,904	\$223,904
131	100-639	State Architect's Office	\$6,510,117	\$6,473,867
132	100-631	DAS Building Management	\$10,921,019	\$10,721,430
201	100-653	General Services Resale Merchandising	\$1,533,000	\$1,553,000
210	100-612	State Printing	\$6,160,200	\$6,674,421
427	100-602	Investment Recovery	\$4,023,473	\$3,953,216
5C3	100-608	Skilled Trades	\$1,840,327	\$1,905,655
<b>Total funding: General Services</b>			<b>\$47,092,660</b>	<b>\$48,405,263</b>

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

- **PROCUREMENT SERVICES - COMPETITIVE SEALED PROPOSAL PROGRAM**
- **STATE ARCHITECT - CONSTRUCTION ADMINISTRATION**
- **STATE ARCHITECT - INTERIOR DESIGN SERVICES**
- **FLEET AND MAIL SERVICES**
- **RISK MANAGEMENT RESERVE**
- **PROPERTIES AND FACILITIES**

### Procurement Services - Competitive Sealed Proposal Program

**Program Description:** Procurement Services includes many programs, such as state purchasing, cooperative purchasing, and energy services. In addition, the Competitive Sealed Proposal program is a new initiative for the General Services Division, to be fully implemented this biennium. This program's goal is to gain better pricing on non-information technology purchases by selecting products on a "best value" basis, whereby cost is one of several factors considered in the selection process. This central purchasing initiative is intended to reduce the number of requests for Controlling Board waivers. This

program is in accord with the procurement recommendations of the Management Improvement Commission, the Governor's Executive Order 2001-12T.

**Funding Source:** Funding source is proposed fees assessed on agency purchases

**Line Item:** Fund 117 100-644, General Services Operating

**Implication of the Executive Recommendation:** The recommended levels provide moneys for the FY 2004-2005 biennium, which does not allow for full implementation until FY 2005.

### **State Architect - Construction Administration**

**Program Description:** The State Architect (SAO) provides architectural, engineering, construction management services, and serves as the state's general contractor in capital projects, overseeing numerous public improvement projects across the state. For each project that goes through the SAO's office, the SAO prepares bid announcements, administers bid openings, conducts field observations, assists customers in the application of contract provisions, recommends payments for contractors and associates, participates in dispute resolutions, and collects payroll data related to prevailing wage regulations.

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

**Line Item:** Fund 131 100-639, State Architect's Office

**Implication of the Executive Recommendation:** Due to budget cuts, the State Architect's Office abolished 16 positions in FY 2003. The Executive's recommendation for funding of \$6.5 million in FY 2004 and \$6.47 million in FY 2005 will allow the SAO to fill four positions in the FY 2004-2005 biennium to bring the total funded positions up to 26.25. These positions include two Architects, one Account Examiner I, and one Management Analyst Supervisor I.

**Temporary Law:** This section clarifies that line item 100-646, General Services Refunds, is used to hold bid guarantee and building plans and specifications deposits until they are refunded. The Director of Administrative Services may request that the Director of Budget and Management transfer cash received for the costs of providing the building plans and specifications to contractors from the General Services Refund Fund to Fund 131, State Architect's Office.

### **State Architect - Interior Design Services**

**Program Description:** The SAO provides Interior Design Services, which provides space-planning services to tenants of DAS buildings, Ohio Building Authority buildings, and to state agencies located in other state buildings or in commercially leased space. In FY 2002, the SAO received 132 requests for space-planning services. Of these 132 requests, only 99 of them, or 75% of these requests were actually implemented by the requesting agencies.

**Funding Source:** Funding source is proposed fees charged to agencies that utilize interior design services

**Line Items:** Fund 117 100-644, General Services Division-Operating; GRF 130-321, State Agency Support Services

**Implication of the Executive Recommendation:** The recommendation converts funding for the Interior Design Services from GRF funding to fee-based funding. The assessment of fees is expected to reduce the number of requests for remodeling projects that may be "exploratory" in nature.

### **Fleet and Mail Services**

**Program Description:** Fleet and Mail Services provides agencies with an on-line fleet management information system (FleetOhio) that provides vehicle management reports and vehicle inventory data, a technical review process of all requests for the purchase or lease of motor vehicles, vehicles for long-term or short-term use, fleet fuel cards, and inter-departmental mail delivery services.

**Funding Source:** Funding sources include: vehicle rental, lease and management services fees, postage charges to agencies, and the GRF

**Line Items:** Fund 122 100-637, Fleet Management; Fund 201 100-653, General Services Resale Merchandise; GRF 130-321, State Agency Support Services

**Implication of the Executive Recommendation:** The DAS proposed a comprehensive study of the processes, procedures, and directives of the Office of Fleet Management, which recommended the purchase of additional vehicles in order to provide vehicles to any agency with a fleet of less than 20 vehicles. However, the executive recommendation did not provide funding for this.

### **Risk Management**

**Program Description:** Risk Management administers insurance programs, including the state's self-insured vehicle liability program, which covers a wide variety of vehicles, including emergency units. In addition, Risk Management is responsible for the placement of property and casualty insurance for state agencies and bonds for state employees, and provides state agencies with professional risk management services and comprehensive risk management leadership to senior state management.

**Funding Source:** Fees assessed on agencies for vehicle liability and risk management services

**Line Items:** Fund 130 100-606, Risk Management Reserve; Fund 127 100-627, Vehicle Liability Insurance

**Implication of the Executive Recommendation:** The recommendation would allow for DAS to continue the Comprehensive Risk Management program that manages the state's insurance coverage policies.

**Permanent Law:** A permanent law section codifies the existing Vehicle Liability Fund into permanent law; requires contributions from state agencies and state bodies for the purpose of purchasing insurance or administering self-insurance programs to be deposited into the state treasury to the credit of the Fund; and eliminates a provision of existing law requiring reimbursements by state agencies to the Department of Administrative Service for "contracts of insurance" to be deposited to the credit of the General Services Fund or the Information Technology Fund.

### **Properties and Facilities - Real Estate Leasing**

**Program Description:** Properties and Facilities Management provides agencies with centralized real estate services that include: site selection, purchases, sales and oversight of state-owned land, buildings, and leased facilities. The office provides total building management, maintenance, and security services for many state buildings, and operates the State and Federal Surplus programs. The Real Estate Services include negotiating commercial leases, property acquisitions, transfer and conveyance, dispute mediation, appraisal, and surveying services.

**Funding Source:** Funding sources include: rental fees paid by state agencies that utilize the office and storage space in DAS owned buildings, proposed Real Estate Leasing fees, and the sale proceeds from surplus property.

**Line Items:** Fund 132 100-631, DAS Building Management; Fund 427 100-602, Investment Recovery; GRF 100-734, Major Maintenance-State Buildings; Fund 117 100-644, General Services Division-Operating

***Implication of the Executive Recommendation:*** The recommendation converts Real Estate Leasing services from GRF funding to fee-based funding in the FY 2004-2005 biennium. The DAS expects to recover the costs of this program through the assessment of fees.

**Human Resources**

**Program Series 2**

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**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.

<b>Fund</b>	<b>ALI</b>	<b>Title</b>	<b>FY 2004</b>	<b>FY 2005</b>
GRF	100-402	Unemployment Compensation	\$155,831	\$155,189
GRF	100-406	County and University Human Resources Services	\$772,076	\$758,558
125	100-622	Human Resources Division - Operating	\$21,489,800	\$21,764,800
128	100-620	Collective Bargaining	\$3,410,952	\$3,410,952
5D7	100-621	Workforce Development	\$12,000,000	\$12,000,000
5L7	100-610	Professional Development	\$2,700,000	\$2,700,000
5V6	100-619	Employee Educational Development	\$809,071	\$811,129
<b>Total funding: Human Resources</b>			<b>\$41,337,730</b>	<b>\$41,600,628</b>

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

- **CLASSIFICATION AND COMPENSATION PLAN**
- **BENEFITS ADMINISTRATION**
- **PROFESSIONAL DEVELOPMENT**
- **INNOVATION OHIO**
- **COLLECTIVE BARGAINING**

**Classification and Compensation Plan**

**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.

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

**Line Items:** Fund 125 100-622, Human Resources Division Operating; GRF 100-406, County and University Human Resources Services

**Implication of the Executive Recommendation:** The recommendation provides \$1,530,634 over the FY 2004-2005 biennium, which is partial funding for the implementation of the requirements of the classification and compensation reform for county and university human resources services. This recommendation does not provide for the funding requested for supplies and maintenance costs associated with providing human resources services to counties.

**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. For the FY 2004-2005 biennium, DAS requested funding to expand supervisory course curriculum and for new initiatives to promote wellness and decrease absences.

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

**Line Item:** Fund 125 100-622, Human Resources Division Operating

**Implication of the Executive Recommendation:** The recommendation funds limited activities for benefits administration. Funding provides tuition reimbursement programs to members of unions through Fund 5V6, activities formerly funded through Fund 125. Funding levels do not allow for the new supervisory course curriculum for the Certified Public Manager program or the Human Resource University. Funding levels are also not allowed for a new wellness initiative or absence management initiative. See Requests Not Funded for more details.

### **Professional Development**

**Program Description:** The Professional Development Fund houses tuition reimbursement, computer purchase loan program, and other professional education and training for exempt employees. This program mirrors the Workforce Development program for bargaining unit employees, although much smaller in scope. In addition to this fund, the Employee Educational Development Fund is created to pay costs of the administration of educational programs per collective bargaining agreements for state employees.

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

**Line Items:** Fund 5V6 100-619, Employee Educational Development; Fund 5L7 100-610, Professional Development

**Implication of the Executive Recommendation:** The Executive's recommendation provides full funding for the Professional Development Fund and for the tuition reimbursement programs to members of unions through Fund 5V6, formerly funded through Fund 125. Recommended appropriations for 100-619, Employee Educational Development are \$809,071 in FY 2004 and \$811,129 in FY 2005; appropriations for 100-610, Professional Development are \$2,700,000 in each fiscal year.

**Temporary Law:** A provision of temporary law states that the appropriation item 100-610, Professional Development, is to be used to make payments from the Professional Development Fund (Fund 5L7).

### **Innovation Ohio**

**Program Description:** The Innovation Ohio program is an employee awards system designed to encourage all state employees to submit suggestions that will either reduce costs or improve the quality of state services. Since FY 2000, this program has spent \$786,660 in actual expenditures and resulted in an estimated \$94 million savings to the state. However, this program was suspended in FY 2003 due to continuing GRF budget reductions.

**Funding Source:** GRF

**Line Item:** GRF 100-420, Innovation Ohio (not funded in the FY 2004-2005 biennium)

**Implication of the Executive Recommendation:** The Executive's recommendation discontinues the Innovation Ohio program.

### **Collective Bargaining**

**Program Description:** The Office of Collective Bargaining provides for the central administration and negotiation of labor contracts. The completion of contract negotiations in FY 2003 will require training of state agencies in the administration of the new contracts in the FY 2004-2005 biennium.

**Funding Source:** Payroll charges made against state agency payrolls and arbitrator fees incurred on behalf of agencies

**Line Item:** Fund 128 100-620, Collective Bargaining

**Implication of the Executive Recommendation:** The Executive's recommendation provides full funding for the Office of Collective Bargaining. This level of funding will allow the office to do the following: update the grievance tracking database system, the development of a database system to provide for the scheduling of mediation and arbitrations in coordination with the update to the grievance tracking system, develop an arbitration award database to allow for publication on the web, allow for the electronic processing of grievances, and provide for the replacement of miscellaneous items.

**Temporary Law:** A 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.

**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 2004</b>	<b>FY 2005</b>
GRF	100-439	Equal Opportunity Division - Operating	\$661,531	\$661,531
GRF	100-451	Minority Affairs	\$84,049	\$84,049
GRF	102-321	Construction Compliance	\$1,356,797	\$1,354,615
188	100-649	Equal Opportunity Division - Operating	\$1,082,353	\$1,103,697
<b>Total funding: Equal Opportunity</b>			<b>\$3,184,730</b>	<b>\$3,203,892</b>

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

- **ENCOURAGING DIVERSITY, GROWTH AND EQUITY (EDGE)**
- **CONSTRUCTION CONTRACT COMPLIANCE**

**Encouraging Diversity, Growth and Equity**

**Program Description:** A new program called Encouraging Diversity, Growth and Equity (EDGE) was created by the Governor to assist small socially and economically disadvantaged business in Ohio. The EDGE was established as a race and gender-neutral program to avoid potential court challenges as recommended under a 2001 study initiated by the Ohio Legislative Black Caucus.

**Funding Source:** GRF

**Line Item:** GRF 100-439, Equal Opportunity Certification Program

**Implication of the Executive Recommendation:** The Executive’s recommendation provides \$1,323,062 over the FY 2004-2005 biennium, which is full funding for the implementation of this new program. This program will provide small socially and economically disadvantaged businesses state government contracting opportunities on construction projects, professional design services, and supplies and services.

**Construction Contract Compliance**

**Program Description:** The Construction Contract Compliance unit is responsible for ensuring that construction contractors on state and/or state-assisted construction projects comply with law/regulations pertinent to equal employment opportunity.

**Funding Source:** GRF

**Line Item:** GRF 100-321, Construction Compliance

**Implication of the Executive Recommendation:** The recommended appropriations provide for continued operation of the Construction Contract Compliance unit.

**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 2004</b>	<b>FY 2005</b>
GRF	100-416	Strategic Technology Development Programs	\$1,695,593	\$2,194,765
GRF	100-417	MARCS	\$2,819,285	\$901,875
GRF	100-418	Digital Government	\$3,446,645	\$3,643,649
GRF	100-419	Network Security	\$3,846,054	\$2,782,905
133	100-607	Information Technology Fund	\$100,987,526	\$102,272,838
4N6	100-617	Major IT Purchases	\$15,452,006	\$10,617,166
5C2	100-605	MARCS Administration	\$6,632,527	\$9,268,178
<b>Total funding: Computer Services</b>			<b>\$134,879,636</b>	<b>\$131,681,376</b>

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

- **ENTERPRISE NETWORK SECURITY**
- **STRATEGIC TECHNOLOGY DEVELOPMENT PROGRAMS**
- **OHIO BUSINESS GATEWAY**
- **OHIO DATA NETWORK (ODN)**
- **MULTI-AGENCY RADIO COMMUNICATIONS SYSTEM (MARCS)**
- **OAKS**

**Enterprise Network Security**

**Program Description:** Formerly SONET, the Enterprise Network Security program plans to consolidate all of the network functions and to implement the new Wide Area Network Security program. This program will provide the implementation of a recommendation of the Ohio Security Task Force: to increase the protection of the executive agency’s computer networks and systems.

**Funding Source:** Funding sources include usage-based charges to state agencies and the GRF

**Line Items:** GRF 100-419, Network Security; Fund 133 100-607, Information Technology Fund; Fund 4N6 100-617, Major IT Purchases

**Implication of the Executive Recommendation:** The recommendation provides funding to establish a new IT Security Coordinator position, hire a consulting firm to perform continuous monitoring, measurement, and reporting of information security risks. Funding will provide software and development costs in FY 2004 and ongoing operational costs for personnel, hardware, and software maintenance in FY 2005. The recommendation provides \$50,481 in GRF line item 100-419 in FY 2004 and approximately 50% of the funding in Fund 4N6 for equipment purchases. In addition, capital appropriations for FYs 2003-2004 provide \$1 million to be used for equipment purchases for network security.

**Temporary Law:** A provision allows DAS to set an information technology fee for offsetting the cost of developing eGovernment systems that will be used by other agencies. All fees are to be deposited in the Information Technology Fund (Fund 133).

### **Strategic Technology Development Programs**

**Program Description:** The Strategic Technology Development programs include Enterprise Architecture, the Ohio Server project, the Ohio Portal Project, the Government to Business Project, the E-payment system, and GIServ Ohio. These items require computer technology research and development and therefore the costs are not recoverable from state agencies under federal guidelines for statewide indirect cost allocation.

**Funding Source:** GRF

**Line Item:** GRF 100-416, Strategic Technology Development Programs

**Implication of the Executive Recommendation:** The recommended funding level provides \$1,695,593 in FY 2004 and \$2,194,765 in FY 2005 for the implementation of the following projects: Enterprise Architecture, Ohio Server project, Ohio Portal project, and the Government to Business Project. The E-payment system and GIServ Ohio projects are not funded. See Requests Not Funded section for more details.

### **Ohio Business Gateway**

**Program Description:** The Ohio Business Gateway (OBG), implemented in January 2002, is a web-based application that permits businesses to file and pay Ohio sales tax, employer withholding tax, unemployment compensation tax, and worker's compensation premiums electronically in one location via the state of Ohio's homepage. The OBG currently works with three revenue generating agencies: the Department of Taxation, the Department of Job and Family Services, and the Bureau of Worker's Compensation. Over the past 11 months, over 4,100 small businesses have used OBG and \$12 million was collected.

**Funding Source:** Funding sources include: usage-based charges to state agencies, and potentially, an additional IT assessment; a smaller source of funding is the GRF

**Line Item:** GRF 100-418, Digital Government

**Implication of the Executive Recommendation:** The recommendation provides funding for essential operations to maintain and expand the Ohio Business Gateway, provide a help desk support, and hardware/software maintenance costs.

### **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. The 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 in FY 2005, 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:** GRF 100-417, MARCS; Fund 5C2 100-605, MARCS Administration; Fund 849 (Department of Public Safety)

**Implication of the Executive Recommendation:** The recommendation provides for the complete construction and implementation of MARCS, including the complete testing in all 88 counties, testing and acceptance for all 201 sites, including all correctional facilities as well as all state buildings in Franklin, Cuyahoga, and Hamilton counties. Recommended funding levels will allow the MARCS system to be able to move away from GRF funding and become a rotary, fee-based service in FY 2005.

**Temporary Law:** A temporary law provision states that the MARCS debt service is one of the items funded by the 100-447, OBA-Building Rent Payments line item within the GRF and 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 State Highway Safety Fund (Fund 036), the primary funding source for those entities, to the GRF as reimbursement.

Another temporary law provision authorizes the transfer of up to \$4,887,390 in FY 2004 and \$1 million in FY 2005 from the Automated Title Processing System (Fund 849) to the Multi-Agency Radio Communications Systems Fund (Fund 5C2). The transferred funds are to be used for the development of the MARCS system. This provision also authorizes the DAS Director and the MARCS Steering Committee to develop a fee schedule for state agencies that use MARCS. User fees must comply with the applicable cost principles issued by the Federal Office of Management and Budget. All user charges, fees, and interest income derived from the investment of the fund are to be deposited in Fund 5C2.

### **OAKS**

**Program Description:** The Ohio Administrative Knowledge System (OAKS) is an Enterprise Resource Planning program whose goal is to provide an automated and integrated financial, procurement, asset management, capital improvement projects, human resources, and payroll system to improve the efficiency and effectiveness of the state administrative process. The anticipated cost to build this system is between \$120 million and \$160 million. Major project partners include the Office of Budget and Management, the Auditor of State, and the Treasurer of State.

**Funding Source:** Usage-based charges to state agencies for information technology services

**Line Item:** 4N6 100-617, Major IT Purchases

**Implication of the Executive Recommendation:** The recommended funding levels will be used to purchase several major computer infrastructure upgrades. These upgrades will support the OAKS project, in addition to the Wide Area Network Security program, and a wide array of fee-based services provided by the Information Technology Service Delivery (ITSD) section.

**Temporary Law:** An ongoing temporary law provision requires the Director of Administrative Services to compute the amount of revenue attributable to the amortization of all equipment purchases and capitalized systems from appropriation line item 100-607, Information Technology Fund; appropriation line item 100-617, Major IT Purchases; and appropriation line item CAP-837, Major IT Purchases, which is recovered by the Department of Administrative Services as part of the rates charged by the Information Technology Fund (Fund 133). In addition, cash may be transferred, in an amount not to exceed the amount of amortization computed from the Information Technology Fund (Fund 133), to the Major IT Purchases Fund (Fund 4N6).

Another temporary law provision provides that the Director of OBM shall transfer \$1.25 million in cash from the GRF to Fund 5N4, OAKS Project Implementation for FY 2004 and \$1.25 million in FY 2005.

**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.

<b>Fund</b>	<b>ALI</b>	<b>Title</b>	<b>FY 2004</b>	<b>FY 2005</b>
GRF	100-405	Agency Audit Expenses	\$509,945	\$521,351
GRF	100-410	Veterans' Records Conversion	\$19,729	\$47,123
GRF	100-433	State of Ohio Computer Center	\$4,936,073	\$4,991,719
GRF	100-447	OBA - Building Rent Payments	\$105,675,000	\$117,027,700
GRF	100-448	OBA - Building Operating Payments	\$25,445,550	\$26,003,250
GRF	100-449	DAS - Building Operating Payments	\$4,264,675	\$4,460,417
115	100-632	Central Service Agency	\$431,176	\$448,574
<b>Total funding: Statewide Support</b>			<b>\$141,282,148</b>	<b>\$153,500,134</b>

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

- **DAS BUILDING OPERATING PAYMENTS**
- **OFFICE OF VETERAN’S AFFAIRS - RECORDS SYSTEM**

**DAS Building Operating Payments**

**Program Description:** The DAS Building Operating Payments line item funds rent expenses for veterans’ groups that occupy space in state-owned buildings, and for GRF-funded state agencies that occupy space in a DAS owned building. In addition to rent, DAS pays the costs of space undergoing renovation.

**Funding Source:** GRF

**Line Item:** GRF 100-449, DAS-Building Operating Payments

**Implication of the Executive Recommendation:** The recommended funding does not allow for the additional funding needed in FY 2005 for the renovation of two buildings owned by DAS, commonly referred to as the North High Complex in Columbus. The funds requested would have paid the rent for the space vacated by the Department of Health during the construction. This would have been combined with capital appropriations of \$1,100,000. Without this funding, the Department of Health will remain in the building during construction, which will be phased over a 72-month period rather than the possible 60-month period. The DAS believes this will result in increased construction costs by \$2 million.

**Temporary Law:** Temporary law clarifies that 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. Recommended appropriations for 100-449, DAS Building Operating Payments are \$4,264,675 in FY 2004 and \$4,460,417 in FY 2005.

***Office of Veterans' Affairs - Records System***

***Program Description:*** The Office of Veterans' Affairs maintains military discharge records for over 1.6 million veterans who filed for the Ohio bonus for the military service in World War II, Korea, and Vietnam.

***Funding Source:*** GRF

***Line Item:*** GRF 100-410, Veterans' Records Conversion

***Implication of the Executive Recommendation:*** The recommendation allows for the ongoing software and server maintenance costs for the Veterans' Records System that was implemented in FY 2002.

**Administration**

**Program Series 6**

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**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 2004	FY 2005
GRF	100-409	Departmental Information Services	\$790,278	\$788,444
112	100-616	Director's Office	\$5,503,547	\$5,503,547
4P3	100-603	Departmental MIS Services	\$6,077,535	\$6,233,638
<b>Total funding: Administration</b>			<b>\$12,371,360</b>	<b>\$12,525,629</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:** The GRF and 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 recommendation provides for continued levels of operation. However, funding does not provide for one additional employee, an Electronic Design Specialist, sought by DAS for the Office of Communications.

**Temporary Law:** A provision authorizes the Department of Administrative Services to establish charges for recovering the costs of management information systems activities. These charges will be deposited in the Departmental MIS Fund (Fund 4P3). This provision also authorizes the Director of Budget and Management to transfer up to \$1 million in FY 2004 and \$1 million FY 2004 appropriations from line item 100-603, Departmental MIS Fund, to any other non-GRF line item, so long as the transferred funds are used to pay for management information systems.

**Revenue Distribution**

**Program Series 7**

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**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 2004	FY 2005
R08	100-646	General Services Refunds	\$20,000	\$20,000
113	100-628	Unemployment Comp. Pass Through	\$4,200,000	\$4,200,000
124	100-629	Payroll Deductions	\$1,971,000,000	\$2,050,000,000
<b>Total funding: Revenue Distribution</b>			<b>\$1,975,220,000</b>	<b>\$2,054,220,000</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 consists of 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 are 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 RO8 receives deposits from contractors who have bid on state construction projects under the State Architect’s purview.

**Line Items:** Fund R08 100-646, General Services Fund; Fund 113 100-628, Unemployment Compensation Pass Through; Fund 124 100-629, Payroll Deductions

**Implication of the Executive Recommendation:** The recommended funding would allow for these disbursements to continue.

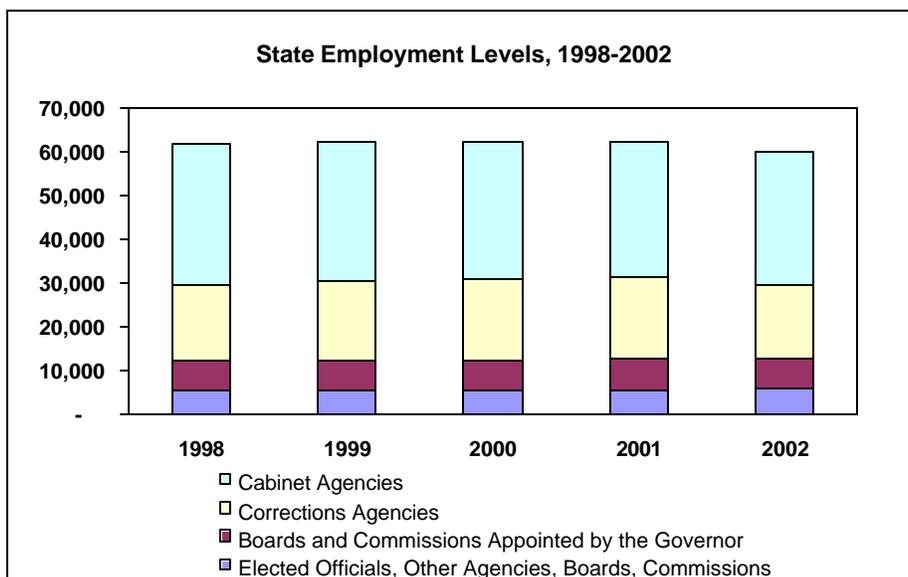
**Temporary Law:** Under continuing temporary law, line item 100-628, Unemployment Compensation, will be used to make payments from the Unemployment Compensation Fund. The provision also authorizes additional appropriations to the fund as necessary. Without such authority, if unemployment claims exceeded the appropriations, they could go unpaid.

Another temporary law section clarifies that 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.

## ADDITIONAL FACTS AND FIGURES

Department of Administrative Services Staffing Levels						
Program Series/Division	2000	2001	2002	2003	<i>Estimated</i>	
					2004	2005
General Services	332.69	402.3	365	323	320	328
Human Resources	185.75	232.9	185	225	219	220
Equal Opportunity	30	40.5	29	30	28	27
Computer Services	301.25	436	329	363	367	369
Statewide Support	6	6.5	6	7	7	7
Administration	93	106	82	83	81	81
<b>Totals</b>	948.69	1,124.2	996	1,031	1,022	1,032

The figures are derived from average filled part-time and full-time positions, thus the increments.  
 FY 2004 and FY 2005 are reported according to funded positions (FTEs).  
 These figures may be revised as the agency considers its funding needs and reprograms according to appropriations.



- The bar chart above shows that the number of employees on the state payroll declined from 61,795 in June 1998 to 59,910 in June 2002, a 3.1% decline.
- Most of this decline occurred in 2002, especially among the corrections agencies such as the Department of Rehabilitation and Correction, and the Department of Youth Services.
- These figures do not include employees of colleges and universities and the Ohio Turnpike.

## 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

#### Codification of Vehicle Liability Fund (R.C. sections 9.83 and 125.15)

This section codifies the existing Vehicle Liability Fund into permanent law. The provision requires contributions from state agencies and state bodies for the purpose of purchasing insurance or administering self-insurance programs to be deposited in the Vehicle Liability Fund. This provision also eliminates a provision of existing law requiring reimbursements by state agencies to the Department of Administrative Services for "contracts of insurance" to be deposited in the General Services Fund or the Information Technology Fund.

#### State Forms Management (R.C. sections 125.91, 125.92, 125.93, 125.931, 125.932, 125.933, 125.934, 125.935, 125.95, 125.96, and 125.98)

This section eliminates the requirement that there be a "State Forms Management Control Center" in the DAS to manage a "State Forms Management Program." Instead, this provision provides simply for the Director of Administrative Services or the Director's designee to control and supervise a revised "State Forms Management Program." In addition, this provision eliminates certain functions the center is required to perform, including to conduct an annual evaluation of forms management practices of individual state agencies; and repeals the Form Burden Law that is no longer operative, including its lapsed requirement that each state agency submit in certain fiscal years a forms reduction summary to the Director of DAS.

#### Elimination of the position of Administrator of the State Records Program within the Department of Administrative Services (R.C. sections 9.01, 101.82, 149.011, 149.33, 149.331, 149.332, 149.333, 149.34, and 149.35)

This section removes the Office of State Records Administration and a designated administrator from the Department of Administrative Services (DAS), but retains DAS responsibility for a State Records Program. This section also removes several duties of the current Office of State Records Administration, which the retained State Records Program will not then be responsible for, including the duty to make continuing surveys of record-keeping operations and recommend improvements, and the duty to establish and operate state records centers and auxiliary facilities as authorized by appropriation and provide related necessary services. In addition, this section removes references to the State Records Administrator, and instead refers to the State Records Program or the Director of Administrative Services.

#### Professional Design Services Contracts (R.C. section 153.65)

This section amplifies the definition of "qualifications," for purposes of the Professional Design Services Law, to include, "any other relevant factors as determined by the public authority."

**Temporary Law Provisions**

**Agency Audit Expenses (Section 8.01 of the bill)**

This section earmarks \$20,000 in FY 2004 and \$20,000 in FY 2005 from a GRF line item, 100-405, Agency Audit Expenses, for expenses associated with biennial audits of GRF-funded agencies performed by the Auditor of State.

**Ohio Building Authority (Section 8.02 of the bill)**

This provision clarifies that GRF line item 100-447, OBA-Building Rent Payments is used to pay for the rent expenses, limited to \$222,702,700, pursuant to leases and agreements under Chapter 152. of the Revised Code. These appropriations are the source of funds pledged for bond service charges on obligations issued through the Administrative Building Fund (Fund 026), pursuant to Chapter 152. of the Revised Code. General Revenue Fund line item 100-448, OBA-Building Operating Payments is used to pay for operating costs, limited to \$52,768,000, pursuant to Chapter 152. of the Revised Code.

**DAS-Building Operating Payments (Section 8.03 of the bill)**

This provision clarifies that 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 also allows DAS to use these appropriations for the cost of property appraisals or building studies for real estate the agency may consider buying, selling, or renovating. Recommended appropriations for 100-449, DAS Building Operating Payments are \$4,264,675 in FY 2004 and \$4,460,417 in FY 2005.

**Central Service Agency Fund (Section 8.04 of the bill)**

The provision also permits the Director of Budget and Management to transfer up to \$423,200 in FY 2004 and \$562,249 in FY 2005 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 \$40,700 in FY 2004 and \$41,200 in FY 2005 from the State Medical Board Operating Fund, (Fund 5C6) to Fund 115. Funds appropriated to line item 100-632, Central Service Agency are to be used to purchase the necessary equipment, products, and services to maintain a local area network for the professional licensing boards, and to support their licensing applications.

**Collective Bargaining Arbitration Expenses (Section 8.05 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.

**Equal Opportunity Program (Section 8.06 of the bill)**

Ongoing temporary language allows DAS to establish charges for recovering costs of administering the activities supported by the State Equal Opportunity Fund (Fund 188). State agencies, state-supported or state-assisted institutions of higher education, and tax-supported agencies, municipal corporations, and

other political subdivisions of the state that participate in this program will reimburse the Equal Opportunity Division for their services by depositing payments into Fund 188.

**Merchandise for Resale (Section 8.07 of the bill)**

Temporary language allows for line item 100-653, General Services Resale Merchandise to be used to account for the resale of merchandise, which is administered by the General Services Division. All funds collected from the cost of merchandise resale and shipping fees are to be deposited in line item 100-653, General Services Resale Merchandise. Recommended appropriations for 100-653, General Services Resale Merchandise are \$1,533,000 in FY 2004 and \$1,533,000 in FY 2005.

**Departmental MIS (Section 8.08 of the bill)**

This provision authorizes the Department of Administrative Services to establish charges for recovering the costs of management information systems activities. These charges will be deposited in the Departmental MIS Fund (Fund 4P3). This provision also authorizes the Director of Budget and Management to transfer up to \$1 million in FY 2004, and \$1 million FY 2004 appropriations from line item 100-603, Departmental MIS Fund, to any other non-GRF line item, so long as the transferred funds are used to pay for management information systems.

**Investment Recovery Fund (Section 8.09 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 \$1,958,155 in FY 2004 and up to \$2,049,162 in FY 2005 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 \$2,221,029 in FY 2004 and \$2,130,022 in FY 2005 of line item 100-602, Investment Recovery to be used to transfer proceeds from the sale of surplus property from the Investment Recovery Fund to non-General Revenue Funds. The section also authorizes DAS to seek OBM approval for necessary increases in appropriations to transfer such sale proceeds.

In addition, this provision provides up to \$2,811,197 over the biennium for the operating expenses related to the Competitive Sealed Proposal Program, funded within the General Services Division Operating Fund, (Fund 117), and to provide operating cash for the General Services Fund and the newly created rate pools for Real Estate Leasing and Interior Design Services. 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 8.10 of the bill)**

This provision authorizes the transfer of up to \$4,887,390 in FY 2004 and \$1 million in FY 2005 from the Automated Title Processing System (Fund 849) to the Multi-Agency Radio Communications Systems Fund (Fund 5C2). The transferred funds are to be used for the development of the MARCS system. This provision also authorizes the DAS Director and the MARCS Steering Committee to develop a fee schedule for state agencies that use the MARCS. User fees must comply with the applicable cost principles issued by the Federal Office of Management and Budget. All user charges, fees, and interest income derived from the investment of the fund are to be deposited in Fund 5C2.

**Workforce Development Fund (Section 8.11 of the bill)**

This section states that 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), and as modified by any successor labor contract between Ohio and OCSEA/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 8.12 of the bill)**

The appropriation line item 100-610, Professional Development, is to be used to make payments from the Professional Development Fund (Fund 5L7). Recommended appropriations for 100-610, Professional Development are \$2,700,000 in FY 2004 and \$2,700,000 in FY 2005.

**Employee Educational Development (Section 8.13 of the bill)**

This provision creates the Employee Educational Development Fund (Fund 5V6). Appropriations to line item 100-619, Employee Educational Development, shall be used to pay the costs of the administration of educational programs per existing collective bargaining agreements. The Department of Administrative Services shall establish charges from recovering the costs of administering the educational programs and all receipts for these charges, in addition to all income derived from the investment of the fund, shall be deposited in Fund 5V6.

**Major IT Purchases (Section 8.14 of the bill)**

This provision requires the Director of Administrative Services to compute the amount of revenue attributable to the amortization of all equipment purchases and capitalized systems from appropriation line item 100-607, Information Technology Fund; line appropriation line item 100-617, Major IT Purchases; and appropriation line item CAP-837, Major IT Purchases, which is recovered by the Department of Administrative Services as part of the rates charged by the Information Technology Fund (Fund 133). In addition, cash may be transferred, in an amount not to exceed the amount of amortization computed from the Information Technology Fund (Fund 133), to the Major IT Purchases Fund, (Fund 4N6).

**Information Technology Assessment (Section 8.15 of the bill)**

This provision allows DAS to set an information technology fee for offsetting the cost of developing eGovernment systems that will be used by other agencies. All fees are to be deposited in the Information Technology Fund (Fund 133).

**Unemployment Compensation (Section 8.16 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 8.17 of the bill)**

This section clarifies that line item 100-629, Payroll Deductions, is used to make payments to the Payroll Withholding Fund (Fund 124). The section allows OBM to increase appropriations to the fund as

necessary. The amounts appropriated reflect estimates of the payroll deductions that will be made from employee paychecks for health, dental, vision, and other benefits.

**General Services Refunds (Section 8.18 of the bill)**

This section clarifies that line item 100-646, General Services Refunds, is used to hold bid guarantee and building plans and specifications deposits until they are refunded. The Director of Administrative Services may request that the Director of Budget and Management transfer cash received for the costs of providing the building plans and specifications to contractors from the General Services Refund Fund to Fund 131, State Architect's Office.

**Multi-Agency Radio Communication System Debt Service Payments (Section 8.19 of the bill)**

This section states that the MARCS debt service is one of the items funded by the 100-447, OBA Building Rent Payments line item within the GRF and 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 State Highway Safety Fund (Fund 036), the primary funding source for those entities, to the GRF as reimbursement.

**Director's Declaration of Public Exigency (Section 8.20 of the bill)**

This section requires the Director of Administrative Services to notify the members of the Controlling Board when there is a "public exigency" declared. A "public exigency" is an injury or obstruction that occurs in any public works that impairs its immediate use or places in jeopardy property adjacent to it.

**General Services Charges (Section 8.21 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.

**GRF Transfer to Fund 5N4, OAKS Project Implementation (Section 120 of the bill)**

This provision provides that the Director of OBM shall transfer \$1.25 million in cash from the GRF to Fund 5N4, OAKS Project Implementation in FY 2004 and \$1.25 million in FY 2005.

**Personal Service Expenses (Section 113 of the bill)**

This provision provides that any appropriation from which personal service expenses are paid shall bear the employer's share of public employees' retirement, workers' compensation, disabled workers' relief, and all group insurance programs; the costs of centralized accounting, centralized payroll processing, and related personnel reports and services; the cost of the Office of Collective Bargaining; the cost of the Personnel Board of Review; the cost of the Employee Assistance Program; the cost of affirmative action and equal employment opportunity programs administered by the Department of Administrative Services; the costs of interagency information management infrastructure; and the cost of administering the state employee merit system. Expenditures from appropriation line item 070-601, Public Audit Expense - Local Government, in Fund 422 may be exempted from these requirements.

**GRF Transfers on Behalf of the Statewide Indirect Cost Allocation Plan**  
**(Section 129 of the bill)**

This provision provides that a director of an agency may certify to the Director of Budget and Management the amount of expenses not included in the Statewide Indirect Cost Allocation plan pursuant to federal regulations, from any fund included in the Statewide Indirect Cost Allocation plan. If no alternative source of funding is available to pay for such expenses, the Director of Budget and Management may transfer from the General Revenue Fund into the fund for which the certification is made, up to the amount of the certification. The director of the agency receiving such funds shall include, as part of the next budget submission, a request for funding for such activities from an alternative source such that further federal disallowances would not be required. This is relevant to DAS since so many of the services it provides to state agencies are paid for by charges and assessments made for those services. These rates constitute much of DAS's overall funding.

## REQUESTS NOT FUNDED

Below are selected projects for which DAS sought additional appropriations, but received no or only partial funding. There were 28 requests for additional funding. Some projects may be pursued through reprioritizing and reprogramming within the recommended appropriations.

<b>General Services Division – OAKS Business Programmers</b>						
<b>Fund Line Item</b>	<b>FY 2004 Requested</b>	<b>FY 2004 Recommended</b>	<b>Difference</b>	<b>FY 2005 Requested</b>	<b>FY 2005 Recommended</b>	<b>Difference</b>
GRF 100-421	\$852,891	\$549,983	(\$302,908)	\$868,019	\$535,509	(\$332,510)

The Ohio Administrative Knowledge System (OAKS) is an approximately \$120 million to \$160 million project that involves the Office of Budget and Management, the Auditor of State, the Treasurer of State, as well as DAS. OAKS contains three business modules: Fixed Assets, Capital Projects, and Procurement. The Division sought but did not receive funding for two additional positions to provide technical support – one each for two of the three OAKS business modules (the Fixed Assets and Capital Projects modules) within the Division. These positions would be programmers that would provide all of the necessary programming and technical support for the business modules. Currently, these services are contracted out or are provided from outside the program. Also included in the Division’s request was funding for supplies and maintenance costs necessary for the support of OAKS. The recommended funding does not support any of these requests.

<b>Human Resources – Training, Wellness, and Absence Management Programs</b>						
<b>Fund Line Item</b>	<b>FY 2004 Requested</b>	<b>FY 2004 Recommended</b>	<b>Difference</b>	<b>FY 2005 Requested</b>	<b>FY 2005 Recommended</b>	<b>Difference</b>
Fund 125 100-622	\$2,533,689	\$1,669,589	(\$864,100)	\$2,536,549	\$1,652,849	(\$883,700)

The Division sought but did not receive funding for three initiatives: a training program, a wellness program, and an absence management program. Funding for the training program initiative would be used to continue to target training for state employees through the Human Resources University. The wellness program is part of a statewide health and fitness initiative for state employees aimed to reduce absenteeism, disability, and health care costs for state employees and state agencies. Funding for the implementation of the absenteeism management plan, which involves prevention and early intervention strategies, case management, and transitional work programs, would be used to reduce absenteeism due to illness and injury. The recommended funding does not support any of these programs.

<b>Computer Services – (1) GIServ Ohio and (2) Statewide E-Pay System</b>						
<b>Fund Line Item</b>	<b>FY 2004 Requested</b>	<b>FY 2004 Recommended</b>	<b>Difference</b>	<b>FY 2005 Requested</b>	<b>FY 2005 Recommended</b>	<b>Difference</b>
GRF 100-416	\$2,694,100	\$1,695,593	(\$998,507)	\$5,100,556	\$2,194,765	(\$2,905,791)

The Division requested \$1,674,210 over the FY 2004-2005 biennium to implement GIServe. Ohio Geographical Information Systems (GIS) are being developed by local governments throughout the state in a variety of data formats. (The FY 2003-2004 capital appropriations bill provides approximately \$1.5 million for this purpose.) The funding requested in the agency's operating budget proposal for FYs 2004-2005 would have been used to provide a clear set of standards for all users of GIS systems and to develop a mechanism to share the data. The implementation of GIServe Ohio would support the production and maintenance of four Ohio Spatial Framework Layers that would allow the state to share and exchange spatial data and provide new analytical capabilities for local governments as well as for the state. This would provide enhanced information available for decision-making in the areas of development, planning, and disaster and emergency response. However, the recommended funding does not support either of these programs and therefore they will not be developed in the coming biennium.

The Division also requested \$733,794 in FY 2005 that would have allowed Computer Services to develop a statewide electronic payment system. The implementation of a statewide electronic payment system would facilitate both credit card and ACH debit transactions via the Internet, utilized by a variety of state agencies, boards, and commissions. Currently, state agencies accept credit card payments from the major vendors such as American Express, VISA/Mastercard, and Discover. All of these arrangements are negotiated separately. These transactions are recorded separately on systems using various security protocols. The Department of Administrative Services believes that the implementation of a centralized system would allow for decreased overall application and transaction costs, and would increase the security of electronic credit card transactions. This initiative will not be funded under the Executive's recommendations.

## General Revenue Fund

### GRF 100-402 Unemployment Compensation

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$130,817	\$106,523	\$111,679	\$143,325	\$155,831	\$155,189
	-18.6%	4.8%	28.3%	8.7%	-0.4%

**Source:** GRF

**Legal Basis:** ORC 4141.242

**Purpose:** Provides operating funds for DAS to review statewide unemployment claims, file documents and appeals supporting the employer's position within the strict timelines established by ODJFS, and coordinate with the Attorney General's Office in representing state agencies before Review Commission hearings. This line item also funds the cost of billing unemployment claims to state agencies and remitting amounts paid to ODJFS. These payments are collected and disbursed from the Unemployment Compensation Fund 113 that is administered by DAS.

### GRF 100-405 Agency Audit Expenses

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$860,364	\$578,853	\$484,957	\$540,789	\$509,945	\$521,351
	-32.7%	-16.2%	11.5%	-5.7%	2.2%

**Source:** GRF

**Legal Basis:** ORC 117.13; Section 13.01 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** Pays auditing expenses for state boards, commissions, elected officials (House, Senate, Governor, Secretary of State), and those state agencies which are audited by the Auditor of State on a biennial basis. For FY 2004-2005, \$40,000 is earmarked for auditing expenses associated with DAS's GRF line items.

### GRF 100-406 County/University Human Resources

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$1,004,053	\$859,813	\$775,156	\$805,541	\$772,076	\$758,558
	-14.4%	-9.8%	3.9%	-4.2%	-1.8%

**Source:** GRF

**Legal Basis:** ORC 124.07 (F) and (G)

**Purpose:** This line item covers DAS's responsibility to support Human Resource functions for county government and state supported colleges and universities. These services include technical support and consultation, processing personnel actions, approving position descriptions, conducting job audits and assisting with job abolishment and layoff procedures as well as performing compliance review activities.

**GRF 100-409 Departmental Information Services**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$933,766	\$572,841	\$721,218	\$796,304	<b>\$790,278</b>	<b>\$788,444</b>
	-38.7%	25.9%	10.4%	<b>-0.8%</b>	<b>-0.2%</b>

**Source:** GRF

**Legal Basis:** Authorized by Section 13 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** This item supports the DAS' Departmental MIS group and Office of Communications.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$0	\$0	\$435,904	\$36,543	<b>\$19,729</b>	<b>\$47,123</b>
	N/A	N/A	-91.6%	<b>-46.0%</b>	<b>138.9%</b>

**Source:** GRF

**Legal Basis:** Authorized by Section 9 of Am. Sub. H.B. 283, the main operating budget act of the 123rd G.A.

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

**GRF 100-412 Information Center**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$40,996	\$0	\$0	\$0	<b>\$0</b>	<b>\$0</b>
		N/A	N/A	<b>N/A</b>	<b>N/A</b>

**Source:** GRF

**Legal Basis:** Discontinued line item

**Purpose:** Starting in FY 2000 this program was transferred to 100-416, Strategic Technology Development Programs. The item supports the Computer Resource Center.

**GRF 100-414 Ohio Geographically Referenced Information Program**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$572,509	\$618,954	\$895,983	\$490,567	<b>\$0</b>	<b>\$0</b>
	8.1%	44.8%	-45.2%	<b>-100.0%</b>	<b>N/A</b>

**Source:** GRF

**Legal Basis:** Originally authorized by Executive Order 99-10T of March 1999.

**Purpose:** This program will be transferred to 100-416, Strategic Technology Development Programs in FY 2004. This item funded operating expenses for the Ohio Geographically Referenced Information Program (OGRIP).

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$2,192,807	\$4,364,446	\$5,155,652	\$4,176,231	<b>\$1,695,593</b>	<b>\$2,194,765</b>
	99.0%	18.1%	-19.0%	<b>-59.4%</b>	<b>29.4%</b>

**Source:** GRF

**Legal Basis:** ORC 125.021, Executive Order 2000-05T (Continuing Ohio Geographic Referenced Information Program)

**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. For FY 2004-2005, this line item will fund the development of costs of the state's IT Enterprise Architecture and the Ohio Geographically Referenced Information Program (previously funded in item 100-414). The Ohio Business Gateway will be moved to 100-418.

**GRF 100-417 MARCS**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$2,751,320	\$3,781,597	\$4,357,979	\$2,826,351	<b>\$2,819,285</b>	<b>\$901,875</b>
	37.4%	15.2%	-35.1%	<b>-0.3%</b>	<b>-68.0%</b>

**Source:** GRF

**Legal Basis:** ORC 4501.28; Section 11.03 of H.B. 675, the main capital budget act of the 124th G.A.; ALI authorized by Section 13 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** This item funds costs related to backbone costs of the Multi-Agency Radio Communication System. Program funding will be transferred to a rotary fund (Fund 5C2, ALI 100-605, MARCS) after the full implementation of the MARCS program in FY 2005.

**GRF 100-418 Digital Government**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$0	\$0	\$1,253,426	\$3,806,288	<b>\$3,446,645</b>	<b>\$3,643,649</b>
	N/A	N/A	203.7%	<b>-9.4%</b>	<b>5.7%</b>

**Source:** GRF

**Legal Basis:** ORC 125.021; ORC 125.30. Authorized by Section 13 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** To pay non-recoverable development and maintenance costs of the enterprise portal (the state's home page on the Internet), the Ohio Business Gateway, and the accompanying electronic infrastructure needed to implement a "One Stop E-Shop" to citizens and businesses for government services. This also funds the Ohio Server Project, which hosts 83 state agency websites.

**GRF 100-419 Network Security**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$4,474,270	\$3,602,691	\$4,809,683	\$852,660	<b>\$3,846,054</b>	<b>\$2,782,905</b>
	-19.5%	33.5%	-82.3%	<b>351.1%</b>	<b>-27.6%</b>

**Source:** GRF

**Legal Basis:** ORC 125.021; Authorized by Section 13 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** Funds in this line item pay for the establishment, implementation and proliferation of e-security initiatives throughout the state's network infrastructure, the Wide Area Network Security Program. The item was formerly named SOMACS and Ohio SONET.

**GRF 100-420 Innovation Ohio**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$346,631	\$289,951	\$114,949	\$8,775	<b>\$0</b>	<b>\$0</b>
	-16.4%	-60.4%	-92.4%	<b>-100.0%</b>	<b>N/A</b>

**Source:** GRF

**Legal Basis:** ORC 124.17; Authorized by Section 13 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**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. Award criteria and payouts may have to be adjusted to fit within existing appropriations.

**GRF 100-421 OAKS Project Implementation**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$0	\$268,195	\$520,594	\$599,274	<b>\$549,983</b>	<b>\$535,509</b>
	N/A	94.1%	15.1%	<b>-8.2%</b>	<b>-2.6%</b>

**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 the cost of project managers assigned to the DAS portions of the Enterprise Resource Planning System (ERP) project. This system, entitled OAKS (Ohio Administrative Knowledge System), will combine human resources, state accounting, procurement, capital projects and fixed asset management functions into a comprehensive, integrated system.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$167,936	\$0	\$0	\$0	\$0	\$0
		N/A	N/A	N/A	N/A

*Source:* GRF

*Legal Basis:* Discontinued Line item

*Purpose:* Starting in FY 2000, funding for these services was transferred to 130-321, State Agency Support Services. The line item funded the Fixed Asset Management, Mail Service, Information Management, Forms Management, and Risk Management programs.

**GRF 100-430 Year 2000 Assistance**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$5,636,014	\$102,714	\$0	\$0	\$0	\$0
	-98.2%		N/A	N/A	N/A

*Source:* GRF

*Legal Basis:* Discontinued line item

*Purpose:* Beginning in FY 2000, Year 2000 services were 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**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$6	\$0	\$0	\$0	\$0	\$0
		N/A	N/A	N/A	N/A

*Source:* GRF

*Legal Basis:* Discontinued line item

*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**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$4,214,901	\$4,769,388	\$4,512,245	\$4,828,030	<b>\$4,936,073</b>	<b>\$4,991,719</b>
	13.2%	-5.4%	7.0%	<b>2.2%</b>	<b>1.1%</b>

**Source:** GRF

**Legal Basis:** ORC 152.24

**Purpose:** Funds the operating and building management expenses of the State Computer Center (SOCC), located in Upper Arlington. Non-GRF building tenants are charged a square footage rental rate. These rent payments are deposited into the GRF to reimburse the General Revenue Fund for the non-GRF related portion of the SOCC maintenance costs.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$23,433	\$0	\$0	\$0	<b>\$0</b>	<b>\$0</b>
		N/A	N/A	<b>N/A</b>	<b>N/A</b>

**Source:** GRF

**Legal Basis:** Discontinued line item

**Purpose:** Starting in FY 2000 the program was funded out of 130-321, State Agency Support Services. This line item funded the 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 100-439 Equal Opportunity Certification Programs**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$663,706	\$656,413	\$512,885	\$661,531	<b>\$661,531</b>	<b>\$661,531</b>
	-1.1%	-21.9%	29.0%	<b>0.0%</b>	<b>0.0%</b>

**Source:** GRF

**Legal Basis:** ORC 123.151 and 125.081

**Purpose:** This line item provides funding for the administration of the Minority Business Enterprise (MBE) programs created by the Revised Code sections mentioned above.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$78,517,356	\$78,669,482	\$86,817,974	\$110,268,500	<b>\$105,675,000</b>	<b>\$117,027,700</b>
	0.2%	10.4%	27.0%	<b>-4.2%</b>	<b>10.7%</b>

**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. This line item also includes debt service for Administrative Building Fund (Fund 026) capital projects, including the statehouse renovation, the MARCS, and Supreme Court Building renovation. Non-GRF state agency tenants of the state office towers reimburse the GRF for the agency's pro-rata share of building debt service per the provisions of Section 125.28 of the Revised Code.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$21,795,922	\$21,974,191	\$22,932,224	\$23,537,134	<b>\$25,445,550</b>	<b>\$26,003,250</b>
	0.8%	4.4%	2.6%	<b>8.1%</b>	<b>2.2%</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 the following state-owned office buildings that are maintained by the Ohio Building Authority: James A. Rhodes State Office Tower, Columbus; Frank J. Lausche State Office Tower, Cleveland; Michael V. Disalle Government Center, Toledo; Oliver R. Ocasek Government Center, Akron; and the Vern Riffe Center for Government and the Arts, Columbus. This line item also pays for certain operating expenses of the Stanley J. Aronoff Center for the Arts, located in Cincinnati.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$2,979,432	\$3,097,263	\$4,659,906	\$4,198,703	<b>\$4,264,675</b>	<b>\$4,460,417</b>
	4.0%	50.5%	-9.9%	<b>1.6%</b>	<b>4.6%</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. This line item also pays costs of building appraisals or studies that are required for property under consideration for sale, purchase, or renovation by the State.

**GRF 100-451 Minority Affairs**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$150,227	\$1,010,391	\$547,644	\$96,360	<b>\$84,049</b>	<b>\$84,049</b>
	572.6%	-45.8%	-82.4%	<b>-12.8%</b>	<b>0.0%</b>

**Source:** GRF

**Legal Basis:** Authorized by Section 13 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** This line item pays the expenses of the Dr. Martin Luther King, Jr. Holiday Commission, including costs associated with the holiday event and administrative clerical services that are provided by the DAS Equal Opportunity Division.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$177,336	\$54,595	\$22,167	\$48,750	<b>\$46,313</b>	<b>\$45,094</b>
	-69.2%	-59.4%	119.9%	<b>-5.0%</b>	<b>-2.6%</b>

**Source:** GRF

**Legal Basis:** ORC 123.01

**Purpose:** This line item is used for major and emergency repairs of buildings maintained by DAS: the Education Building on South Front Street, the North High Street Building Complex, the General Services facility located at Surface Road, and the Governor's Residence. Past repairs have included repairs to heating/cooling systems, roofing, and fire damage clean up at the North High Complex.

**GRF 102-321 Construction Compliance**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$1,280,788	\$1,160,590	\$1,183,266	\$1,389,870	<b>\$1,356,797</b>	<b>\$1,354,615</b>
	-9.4%	2.0%	17.5%	-2.4%	-0.2%

**Source:** GRF

**Legal Basis:** ORC 126.021, 153.59, 153.60, and 153.951

**Purpose:** This line item funds the certificate of compliance program for construction contractors. A certificate of compliance verifies that a contractor is abiding by equal opportunity requirements in hiring. In these endeavors, the unit conducts project compliance reviews and compliance reviews to insure fairness in hiring practices on state and/or state assisted construction contracts.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$3,490,818	\$3,783,474	\$3,714,885	\$3,543,906	<b>\$2,633,980</b>	<b>\$2,668,370</b>
	8.4%	-1.8%	-4.6%	<b>-25.7%</b>	1.3%

**Source:** GRF

**Legal Basis:** ORC 123.01, 123.011, 125.91-125.98, 149.33-149.34

**Purpose:** This item funded the former Bureau of Real Estate. It is now used to fund the Buy Ohio program, the State Government Energy Program, and Agency Business Support Service, which includes the Fixed Asset Management, Mail Service, Information Management, Forms Management, and Risk Management programs.

## General Services Fund Group

**112 100-616 Director's Office**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$4,288,349	\$4,634,237	\$4,483,567	\$5,503,547	<b>\$5,503,547</b>	<b>\$5,503,547</b>
	8.1%	-3.3%	22.7%	<b>0.0%</b>	<b>0.0%</b>

**Source:** GSF: Service charges assessed to DAS divisions for department's administrative support costs.

**Legal Basis:** Fund and ALI created by Controlling Board Action, November 2, 1973. Authorized by Section 13 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**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**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$1,192,369	\$855,032	\$513,527	\$523,114	<b>\$431,176</b>	<b>\$448,574</b>
	-28.3%	-39.9%	1.9%	<b>-17.6%</b>	<b>4.0%</b>

**Source:** GSF: Interdepartmental charges to state boards and commissions that use Central Service Agency services.

**Legal Basis:** ORC 125.22; Section 13.05 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** Funds personnel, payroll and fiscal support services that DAS provides on a centralized basis to 31 boards and commissions, including 24 occupational licensing boards.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$5,202,078	\$5,157,710	\$5,893,794	\$5,818,032	<b>\$7,622,861</b>	<b>\$8,653,304</b>
	-0.9%	14.3%	-1.3%	<b>31.0%</b>	<b>13.5%</b>

**Source:** GSF: Charges to state agencies for services rendered, annual fees to local governments for participation in the cooperative purchasing program, and division administrative assessments to General Services Division program units.

**Legal Basis:** ORC 125.15; Section 13.24 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** Supports DAS's centralized procurement programs including State Purchasing, the Co-operative Purchasing Program, Competitive Sealed Proposal, Vendor Registration services, and the administrative functions of the DAS General Services Division. In the Executive's recommendation, beginning in FY 04, Real Estate Leasing and State Architect's Interior Design (space planning) Services are transferred from the GRF, ALI 130-321. The DAS General Services Division will implement charges for these services.

**122 100-637 Fleet Management**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$1,466,895	\$1,430,220	\$1,336,397	\$1,652,189	<b>\$1,669,589</b>	<b>\$1,652,849</b>
	-2.5%	-6.6%	23.6%	<b>1.1%</b>	<b>-1.0%</b>

**Source:** GSF: Charges to state agencies for the use of vehicles and fleet services.

**Legal Basis:** ORC 125.83, and 125.831

**Purpose:** Funds the State Fleet Management Program, including oversight of statewide fleet policies and procedures, vehicle rental and leasing programs, a fleet management information system, and a vehicle fuel credit card program.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$20,834,911	\$15,607,612	\$16,319,493	\$24,640,311	<b>\$21,489,800</b>	<b>\$21,764,800</b>
	-25.1%	4.6%	51.0%	<b>-12.8%</b>	<b>1.3%</b>

**Source:** GSF: Payroll assessment to state agencies.

**Legal Basis:** ORC 124.07, and 124.09

**Purpose:** Funds centralized personnel and payroll services including: policy development, payroll processing, recruitment, benefits administration, classification and compensation assistance, and state employee training and development programs provided by DAS Human Resources Division. This item was formerly named Personnel Services.

**127 100-627 Vehicle Liability Insurance**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$1,079,088	\$1,500,601	\$1,471,404	\$3,487,366	<b>\$3,363,894</b>	<b>\$3,344,644</b>
	39.1%	-1.9%	137.0%	<b>-3.5%</b>	<b>-0.6%</b>

**Source:** GSF: Insurance premiums charged to state agencies.

**Legal Basis:** ORC 9.821

**Purpose:** Funds the self-insured vehicle liability insurance program for state-owned vehicles.

**128 100-620 Collective Bargaining**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$2,642,487	\$2,585,781	\$2,392,826	\$3,410,953	<b>\$3,410,952</b>	<b>\$3,410,952</b>
	-2.1%	-7.5%	42.5%	<b>0.0%</b>	<b>0.0%</b>

**Source:** GSF: Payroll assessments to all agencies except the judiciary and legislative branches, the State Employment Relations Board, Attorney General, Auditor of State, Treasurer of State, Lt. Governor and Governor. These agencies do not receive DAS collective bargaining services and are exempted from the charges.

**Legal Basis:** ORC 4117

**Purpose:** Funds the Office of Collective Bargaining, which is responsible for negotiation and administration of collective bargaining agreements between state agencies, departments, boards, and commissions and the unions representing employees of state agencies, departments, boards, and commissions operating under the appointing authority of the Governor.

**130 100-606 Risk Management Reserve**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$54,470	\$26,544	\$154,468	\$197,904	<b>\$217,904</b>	<b>\$223,904</b>
	-51.3%	481.9%	28.1%	<b>10.1%</b>	<b>2.8%</b>

**Source:** GSF: Fee assessment to state agencies receiving property and casualty coverage through the Office of Risk Management.

**Legal Basis:** ORC 9.823

**Purpose:** This line item funds the development of a comprehensive Risk Management program for state agencies. This includes property, casualty, and other indemnity coverages. 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**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$6,093,397	\$5,691,853	\$6,920,427	\$7,772,789	<b>\$6,510,117</b>	<b>\$6,473,867</b>
	-6.6%	21.6%	12.3%	<b>-16.2%</b>	<b>-0.6%</b>

**Source:** GSF: Fees paid by state agencies for management and support of capital improvement projects.

**Legal Basis:** ORC 123.10; 153.01

**Purpose:** Funds the State Architect's Office, which provides state agencies with assistance in preparing bid notifications, contract negotiations, and other construction management services.

**132 100-631 DAS Building Management**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$10,112,495	\$10,510,932	\$10,715,747	\$11,862,872	<b>\$10,921,019</b>	<b>\$10,721,430</b>
	3.9%	1.9%	10.7%	<b>-7.9%</b>	<b>-1.8%</b>

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

**Legal Basis:** ORC 123.024; 125.28

**Purpose:** Provides for the operation and maintenance of various state buildings managed by DAS, including the Department of Education building on South Front Street, the North High Street Complex, and the General Services Administration Building in West Columbus.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$853,088	\$961,744	\$867,848	\$1,123,311	<b>\$1,082,353</b>	<b>\$1,103,697</b>
	12.7%	-9.8%	29.4%	<b>-3.6%</b>	<b>2.0%</b>

**Source:** GSF: Payroll assessments to state agencies and division administrative assessments to Equal Opportunity Division program units

**Legal Basis:** ORC 123.151; Section 13.08 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** Funds the Division Administration, and Affirmative Action and Equal Employment Opportunity Compliance Units of the Equal Opportunity Division.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$1,201,975	\$1,415,986	\$1,505,552	\$1,833,000	<b>\$1,533,000</b>	<b>\$1,553,000</b>
	17.8%	6.3%	21.7%	<b>-16.4%</b>	<b>1.3%</b>

**Source:** GSF: Charges to state agencies for services and supplies provided by the General Services Division.

**Legal Basis:** Authorized by Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** The line item is used primarily to account for state agency postage costs that are paid by DAS and then billed to user agencies. It was created to separate pass-through funds from operating funds in item 100-644, General Services Division-Operating.

**210 100-612 State Printing**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$5,576,463	\$6,070,072	\$6,058,678	\$6,711,985	<b>\$6,160,200</b>	<b>\$6,674,421</b>
	8.9%	-0.2%	10.8%	<b>-8.2%</b>	<b>8.3%</b>

**Source:** GSF: Payments from user agencies

**Legal Basis:** ORC 5.10; 125.04, 125.31-125.76; 149.13; also Section 13.24 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** Funds the operations of State Printing including copy centers and commercial printing services.

**427 100-602 Investment Recovery**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$5,335,808	\$4,055,368	\$5,529,010	\$4,179,184	<b>\$4,023,473</b>	<b>\$3,953,216</b>
	-24.0%	36.3%	-24.4%	<b>-3.7%</b>	<b>-1.7%</b>

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

**Legal Basis:** ORC 125.13

**Purpose:** Funds the State Surplus, Federal Surplus, and Fixed Asset Management programs. The Fixed Asset Management program, formerly funded through GRF ALI 130-321, moved to Fund 427 in FY 2002. A significant portion of the appropriation for this fund is used to return the proceeds of the sale of surplus property to agencies originally purchasing the items.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$0	\$0	\$0	\$23,194	<b>\$0</b>	<b>\$0</b>
	N/A	N/A	N/A	<b>-100.0%</b>	<b>N/A</b>

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

**Legal Basis:** Discontinued line item. Authorized by Section 13.10 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

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

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$3,868,351	\$3,250,579	\$2,951,037	\$7,761,365	<b>\$6,077,535</b>	<b>\$6,233,638</b>
	-16.0%	-9.2%	163.0%	<b>-21.7%</b>	<b>2.6%</b>

**Source:** GSF: Charges to DAS programs and certain state agencies for management information systems services rendered.

**Legal Basis:** Fund was originally created by Am. Sub. H.B. 215 of the 122nd G.A.; Authorized by Section 13.11 of Am. Sub. H.B. 94 of the 124th G.A.

**Purpose:** Funds management information systems services provided to all programs within DAS. Services include Information Technology Planning, Desktop (PC) Support Services, Application Development, and MIS support to state boards and commissions.

**5A8 100-614 Energy Grants**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$0	\$0	\$65,000	\$0	<b>\$0</b>	<b>\$0</b>
	N/A	N/A	-100.0%	<b>N/A</b>	<b>N/A</b>

**Source:** GSF: Non-federal grants

**Legal Basis:** Discontinued line item

**Purpose:** Funded energy management projects.

**5C2 100-605 MARCS Administration**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$0	\$0	\$927,573	\$4,475,190	<b>\$6,632,527</b>	<b>\$9,268,178</b>
	N/A	N/A	382.5%	<b>48.2%</b>	<b>39.7%</b>

**Source:** GSF: Cash transfers from the Automated Titling Fund (Fund 849) and charges to user agencies, based on a prorated fee schedule.

**Legal Basis:** Authorized by Section 13.13 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** Will fully supports operating expenses of the Multi-Agency Radio Communication System by FY 2006, when the system is expected to generate enough revenue to become self-sustaining. Until then, the costs of the system will be split between the rotary appropriations in 100-605 and GRF appropriation line item 100-417. The share of GRF appropriation will gradually decrease over this timeframe as the service expands and more customers come on line.

**5C3 100-608 Skilled Trades**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$1,636,406	\$2,188,069	\$1,377,696	\$1,475,756	<b>\$1,840,327</b>	<b>\$1,905,655</b>
	33.7%	-37.0%	7.1%	<b>24.7%</b>	<b>3.5%</b>

**Source:** GSF: Project fees to state agencies.

**Legal Basis:** ORC 125.28; Authorized by Section 13 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** Funds operating expenses of Skilled Trades unit within Division of General Services Administration. This unit provides building renovation, repair and construction services for state-owned buildings.

**5D7 100-621 Workforce Development**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$12,208,777	\$13,818,140	\$12,783,583	\$12,000,000	<b>\$12,000,000</b>	<b>\$12,000,000</b>
	13.2%	-7.5%	-6.1%	<b>0.0%</b>	<b>0.0%</b>

**Source:** GSF: Payroll assessment of \$0.15 per hour per employees covered by the OCSEA labor agreement.

**Legal Basis:** Article 37.02 of the current 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**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$0	\$119,142	\$2,093,092	\$2,700,000	<b>\$2,700,000</b>	<b>\$2,700,000</b>
	N/A	1656.8%	29.0%	<b>0.0%</b>	<b>0.0%</b>

**Source:** GSF: Payroll assessment applied to payrolls of employees who are exempt from collective bargaining.

**Legal Basis:** ORC 124.182; established by Am. Sub. H.B. 640, the capital bill of the 123rd G.A.

**Purpose:** This fund covers the costs associated with training and professional development programs offered to state employees exempt from collective bargaining agreements.

**5V6 100-619 Employee Educational Development**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$0	\$0	\$0	\$0	<b>\$809,071</b>	<b>\$811,129</b>
	N/A	N/A	N/A	<b>N/A</b>	<b>0.3%</b>

**Source:** GSF: Payroll assessments applied to certain state agency payrolls to cover the costs of training programs for state employees covered by non-OCSEA labor agreements.

**Legal Basis:** Proposed in H.B. 95, the main operating appropriation bill of the 125th G.A.

**Purpose:** Provides reimbursement of job/career-related tuition and seminar costs for affected employees per collective bargaining agreements. This fund was formerly a component of 100-622, Human Resources Operating (Fund 125). This fund was created to more easily account for these training costs separately from the Human Resources Division Operating Costs.

## Federal Special Revenue Fund Group

**307 100-633 Federal Special Revenue**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$163,304	\$113,983	\$1,354	\$0	<b>\$0</b>	<b>\$0</b>
	-30.2%	-98.8%	-100.0%	<b>N/A</b>	<b>N/A</b>

**Source:** FED: Federal grants

**Legal Basis:** Discontinued line item

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

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$0	\$0	\$16,801	\$0	<b>\$0</b>	<b>\$0</b>
	N/A	N/A	-100.0%	<b>N/A</b>	<b>N/A</b>

**Source:** FED: Federal grants; in FY 2001, CFDA 15-808 from the U.S. Geological Survey.

**Legal Basis:** Discontinued line item

**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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$14,430	\$0	\$0	\$0	\$0	\$0
		N/A	N/A	N/A	N/A

**Source:** ISF: Payments from state agencies which are billed directly for telephone and other communications. Services.

**Legal Basis:** Discontinued line item

**Purpose:** Since FY 2000 this program has been funded out of 100-607, Information Technology. The 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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$72,947,358	\$70,693,897	\$74,145,324	\$111,387,436	\$100,987,526	\$102,272,838
	-3.1%	4.9%	50.2%	-9.3%	1.3%

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

**Legal Basis:** ORC 125.021, and 125.15; Section 13.17 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** Funds are used to make contracts for, operate, and superintend computer services for state agencies, as well as telecommunications systems. This line item funds the Office of the State's Chief Information Officer (CIO); the IT Service Delivery program, including all mainframe and network operations; and the IT Policy program, including the DAS Acquisitions Management Group and consulting services provided by the Gartner Group and META Group to all state agencies.

### 4N6 100-617 Major IT Purchases

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$6,184,949	\$974,121	\$2,744,333	\$4,500,000	\$15,452,006	\$10,617,166
	-84.3%	181.7%	64.0%	243.4%	-31.3%

**Source:** ISF: Transfers from Fund 133 of revenues attributable to the amortization of computer equipment purchases

**Legal Basis:** Authorized by Section 13.16 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

**Purpose:** Funds are used to purchase major IT equipment and systems for the state. Each fiscal year, the Computer Services Division calculates the amount of IT equipment and system depreciation that it has recovered through its Fund 133 user rates. DAS then transfers the amount of depreciation it has recovered in Fund 133 rates to Fund 4N6 to reimburse Fund 4N6 for IT equipment and system purchases. IT equipment and systems are typically depreciated over a three to five year period. This funding method allows Fund 4N6 to be used to make infrequent, large-scale technology purchases without creating spikes in computer services user rates in any single fiscal year.

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

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$0	\$9,106	\$2,112,076	\$0	\$0	\$0
	N/A	23095.3%	-100.0%	N/A	N/A

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

**Legal Basis:** Discontinued line item. The line item was created in FY 2001 as a temporary account to pay for the initial phases of the governor's e-government initiative. The remaining balance was transferred to Fund 133 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 was transferred to the Information Technology Fund, Fund 133, where the E-Government initiative will be funded.

**Agency Fund Group**

**113 100-628 Unemployment Compensation Pass Through**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$2,146,076	\$2,260,437	\$3,573,261	\$3,577,000	\$4,200,000	\$4,200,000
	5.3%	58.1%	0.1%	17.4%	0.0%

**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:** ORC 4141.09 (C); Section 13.19 of Am. Sub. H.B. 94, the main operating budget bill of the 124th General Assembly. ALI 100-628 was created by Controlling Board action February 21, 1978.

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

**124 100-629 Payroll Deductions**

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$1,743,081,115	\$1,763,929,486	\$1,894,717,358	\$1,999,100,100	\$1,971,000,000	\$2,050,000,000
	1.2%	7.4%	5.5%	-1.4%	4.0%

**Source:** AGY: Payroll deductions from employee paychecks for health, dental, vision, and other benefits.

**Legal Basis:** ORC 124.82; Section 13.20 of Am. Sub. H.B. 94, the main operating budget bill of the 124th G.A. ALI 100-629 was created by Controlling Board action May 12, 1980.

**Purpose:** Holds all state payroll deductions until the deductions are disbursed to health and other insurance vendors; state retirement systems; federal, state and local tax authorities; savings bonds, charities and others.

## Holding Account Redistribution Fund Group

### R08 100-646 General Services Refunds

2000	2001	2002	2003 Estimate	2004 Executive Proposal	2005 Executive Proposal
\$5,850	\$1,385	\$6,420	\$20,000	<b>\$20,000</b>	<b>\$20,000</b>
	-76.3%	363.5%	211.5%	<b>0.0%</b>	<b>0.0%</b>

**Source:** 090: Holding Account Redistribution Fund Group: Revenues are received from contractors who pay deposits for receipts of state construction plans and documents.

**Legal Basis:** Authorized by section 13.21 of Am. Sub. H.B. 94, the main operating budget act of the 124th G.A.

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

## LSC Budget Spreadsheet by Line Item, FY 2004 - FY 2005

Fund	ALI	ALI Title	2002	Estimated 2003	Executive 2004	% Change 2003 to 2004	Executive 2005	% Change 2004 to 2005
<b>DAS Administrative Services, Department of</b>								
GRF	100-402	Unemployment Compensation	\$ 111,679	\$143,325	\$ 155,831	8.7%	\$ 155,189	-0.4%
GRF	100-405	Agency Audit Expenses	\$ 484,957	\$540,789	\$ 509,945	-5.7%	\$ 521,351	2.2%
GRF	100-406	County/University Human Resources	\$ 775,156	\$805,541	\$ 772,076	-4.2%	\$ 758,558	-1.8%
GRF	100-409	Departmental Information Services	\$ 721,218	\$796,304	\$ 790,278	-0.8%	\$ 788,444	-0.2%
GRF	100-410	Veterans' Records Conversion	\$ 435,904	\$36,543	\$ 19,729	-46.0%	\$ 47,123	138.9%
GRF	100-414	Ohio Geographically Referenced Information Progra	\$ 895,983	\$490,567	\$ 0	-100.0%	\$ 0	N/A
GRF	100-416	Strategic Technology Development Programs	\$ 5,155,652	\$4,176,231	\$ 1,695,593	-59.4%	\$ 2,194,765	29.4%
GRF	100-417	MARCS	\$ 4,357,979	\$2,826,351	\$ 2,819,285	-0.3%	\$ 901,875	-68.0%
GRF	100-418	Digital Government	\$ 1,253,426	\$3,806,288	\$ 3,446,645	-9.4%	\$ 3,643,649	5.7%
GRF	100-419	Network Security	\$ 4,809,683	\$852,660	\$ 3,846,054	351.1%	\$ 2,782,905	-27.6%
GRF	100-420	Innovation Ohio	\$ 114,949	\$8,775	\$ 0	-100.0%	\$ 0	N/A
GRF	100-421	OAKS Project Implementation	\$ 520,594	\$599,274	\$ 549,983	-8.2%	\$ 535,509	-2.6%
GRF	100-433	State of Ohio Computer Center	\$ 4,512,245	\$4,828,030	\$ 4,936,073	2.2%	\$ 4,991,719	1.1%
GRF	100-439	Equal Opportunity Certification Programs	\$ 512,885	\$661,531	\$ 661,531	0.0%	\$ 661,531	0.0%
GRF	100-447	OBA-Building Rent Payments	\$ 86,817,974	\$110,268,500	\$ 105,675,000	-4.2%	\$ 117,027,700	10.7%
GRF	100-448	OBA-Building Operating Payments	\$ 22,932,224	\$23,537,134	\$ 25,445,550	8.1%	\$ 26,003,250	2.2%
GRF	100-449	DAS-Building Operating Payments	\$ 4,659,906	\$4,198,703	\$ 4,264,675	1.6%	\$ 4,460,417	4.6%
GRF	100-451	Minority Affairs	\$ 547,644	\$96,360	\$ 84,049	-12.8%	\$ 84,049	0.0%
GRF	100-734	Major Maintenance-State Bldgs	\$ 22,167	\$48,750	\$ 46,313	-5.0%	\$ 45,094	-2.6%
GRF	102-321	Construction Compliance	\$ 1,183,266	\$1,389,870	\$ 1,356,797	-2.4%	\$ 1,354,615	-0.2%
GRF	130-321	State Agency Support Services	\$ 3,714,885	\$3,543,906	\$ 2,633,980	-25.7%	\$ 2,668,370	1.3%
<b>General Revenue Fund Total</b>			<b>\$ 144,540,375</b>	<b>\$ 163,655,432</b>	<b>\$ 159,709,387</b>	<b>-2.4%</b>	<b>\$ 169,626,113</b>	<b>6.2%</b>
112	100-616	Director's Office	\$ 4,483,567	\$5,503,547	\$ 5,503,547	0.0%	\$ 5,503,547	0.0%
115	100-632	Central Service Agency	\$ 513,527	\$523,114	\$ 431,176	-17.6%	\$ 448,574	4.0%
117	100-644	General Services Division - Operating	\$ 5,893,794	\$5,818,032	\$ 7,622,861	31.0%	\$ 8,653,304	13.5%
122	100-637	Fleet Management	\$ 1,336,397	\$1,652,189	\$ 1,669,589	1.1%	\$ 1,652,849	-1.0%
125	100-622	Human Resources Division - Operating	\$ 16,319,493	\$24,640,311	\$ 21,489,800	-12.8%	\$ 21,764,800	1.3%

## LSC Budget Spreadsheet by Line Item, FY 2004 - FY 2005

Fund	ALI	ALI Title	2002	Estimated 2003	Executive 2004	% Change 2003 to 2004	Executive 2005	% Change 2004 to 2005
<b>DAS Administrative Services, Department of</b>								
127	100-627	Vehicle Liability Insurance	\$ 1,471,404	\$3,487,366	\$ 3,363,894	-3.5%	\$ 3,344,644	-0.6%
128	100-620	Collective Bargaining	\$ 2,392,826	\$3,410,953	\$ 3,410,952	0.0%	\$ 3,410,952	0.0%
130	100-606	Risk Management Reserve	\$ 154,468	\$197,904	\$ 217,904	10.1%	\$ 223,904	2.8%
131	100-639	State Architect's Office	\$ 6,920,427	\$7,772,789	\$ 6,510,117	-16.2%	\$ 6,473,867	-0.6%
132	100-631	DAS Building Management	\$ 10,715,747	\$11,862,872	\$ 10,921,019	-7.9%	\$ 10,721,430	-1.8%
188	100-649	Equal Opportunity Division-Operating	\$ 867,848	\$1,123,311	\$ 1,082,353	-3.6%	\$ 1,103,697	2.0%
201	100-653	General Services Resale Merchandise	\$ 1,505,552	\$1,833,000	\$ 1,533,000	-16.4%	\$ 1,553,000	1.3%
210	100-612	State Printing	\$ 6,058,678	\$6,711,985	\$ 6,160,200	-8.2%	\$ 6,674,421	8.3%
427	100-602	Investment Recovery	\$ 5,529,010	\$4,179,184	\$ 4,023,473	-3.7%	\$ 3,953,216	-1.7%
4H2	100-604	Governor's Residence Gift	---	\$23,194	\$ 0	-100.0%	\$ 0	N/A
4P3	100-603	Departmental MIS Services	\$ 2,951,037	\$7,761,365	\$ 6,077,535	-21.7%	\$ 6,233,638	2.6%
5A8	100-614	Energy Grants	\$ 65,000	\$0	\$ 0	N/A	\$ 0	N/A
5C2	100-605	MARCS Administration	\$ 927,573	\$4,475,190	\$ 6,632,527	48.2%	\$ 9,268,178	39.7%
5C3	100-608	Skilled Trades	\$ 1,377,696	\$1,475,756	\$ 1,840,327	24.7%	\$ 1,905,655	3.5%
5D7	100-621	Workforce Development	\$ 12,783,583	\$12,000,000	\$ 12,000,000	0.0%	\$ 12,000,000	0.0%
5L7	100-610	Professional Development	\$ 2,093,092	\$2,700,000	\$ 2,700,000	0.0%	\$ 2,700,000	0.0%
5V6	100-619	Employee Educational Development	---	\$0	\$ 809,071	N/A	\$ 811,129	0.3%
<b>General Services Fund Group Total</b>			<b>\$ 84,360,719</b>	<b>\$ 107,152,062</b>	<b>\$ 103,999,345</b>	<b>-2.9%</b>	<b>\$ 108,400,805</b>	<b>4.2%</b>
307	100-633	Federal Special Revenue	\$ 1,354	\$0	\$ 0	N/A	\$ 0	N/A
3H6	100-609	Federal Grants OGRIP	\$ 16,801	\$0	\$ 0	N/A	\$ 0	N/A
<b>Federal Special Revenue Fund Group Total</b>			<b>\$ 18,155</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>N/A</b>	<b>\$ 0</b>	<b>N/A</b>
133	100-607	Information Technology	\$ 74,145,324	\$111,387,436	\$ 100,987,526	-9.3%	\$ 102,272,838	1.3%
4N6	100-617	Major IT Purchases	\$ 2,744,333	\$4,500,000	\$ 15,452,006	243.4%	\$ 10,617,166	-31.3%
5M6	100-615	E-Government Development	\$ 2,112,076	\$0	\$ 0	N/A	\$ 0	N/A
<b>Intragovernmental Service Fund Group Total</b>			<b>\$ 79,001,732</b>	<b>\$ 115,887,436</b>	<b>\$ 116,439,532</b>	<b>0.5%</b>	<b>\$ 112,890,004</b>	<b>-3.0%</b>
113	100-628	Unemployment Compensation Pass Through	\$ 3,573,261	\$3,577,000	\$ 4,200,000	17.4%	\$ 4,200,000	0.0%
124	100-629	Payroll Deductions	\$ 1,894,717,358	\$1,999,100,100	\$ 1,971,000,000	-1.4%	\$ 2,050,000,000	4.0%

## LSC Budget Spreadsheet by Line Item, FY 2004 - FY 2005

<i>Fund</i>	<i>ALI</i>	<i>ALI Title</i>	<i>2002</i>	<i>Estimated 2003</i>	<i>Executive 2004</i>	<i>% Change 2003 to 2004</i>	<i>Executive 2005</i>	<i>% Change 2004 to 2005</i>
<b><i>DAS Administrative Services, Department of</i></b>								
<b>Agency Fund Group Total</b>			<b>\$ 1,898,290,620</b>	<b>\$ 2,002,677,100</b>	<b>\$ 1,975,200,000</b>	<b>-1.4%</b>	<b>\$ 2,054,200,000</b>	<b>4.0%</b>
R08	100-646	General Services Refunds	\$ 6,420	\$20,000	\$ 20,000	0.0%	\$ 20,000	0.0%
<b>Holding Account Redistribution Fund Group Total</b>			<b>\$ 6,420</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>0.0%</b>	<b>\$ 20,000</b>	<b>0.0%</b>
<b><i>Total All Budget Fund Groups</i></b>			<b>\$ 2,206,218,021</b>	<b>\$ 2,389,392,030</b>	<b>\$ 2,355,368,264</b>	<b>-1.4%</b>	<b>\$ 2,445,136,922</b>	<b>3.8%</b>