

# JOINT BUDGET COMMITTEE



## STAFF FIGURE SETTING FY 2024-25

## DEPARTMENT OF PERSONNEL

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

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## How to Use this Document

The Department Overview contains a table summarizing the staff recommended incremental changes followed by brief explanations of each incremental change. A similar overview table is provided for each division, but the description of incremental changes is not repeated, since it is available under the Department Overview. More details about the incremental changes are provided in the sections following the Department Overview and the division summary tables.

Decision items, both department-requested items and staff-initiated items, are discussed either in the Decision Items Affecting Multiple Divisions or at the beginning of the most relevant division. Within a section, decision items are listed in the requested priority order, if applicable.

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

## DEPARTMENT OVERVIEW

The Department provides centralized human resources and administrative support functions for state agencies.

- The **Executive Director's Office** provides centralized administrative, budget, and accounting staff. It also includes the Office of the State Architect, the Colorado State Employees Assistance Program (C-SEAP), and the Colorado Equity Office.
- The **State Personnel Board**, located in the Department but constitutionally independent, oversees the State Personnel System pursuant to Article XII, Sections 13, 14, and 15 of the Colorado Constitution.
- The **Division of Human Resources** establishes statewide human resource programs and systems to meet constitutional and statutory requirements and provides support services to state agency human resource offices.
- The **Office of Risk Management** in the Division of Human Resources administers and negotiates the state's coverage for workers' compensation, property, and liability insurance.
- The **Division of Central Services** exists to maximize efficiencies for the state through consolidated common business services and includes Integrated Document Solutions, the State Archive, and the Address Confidentiality program.
  - The **Integrated Document Solutions** unit provides document- and data-related support services, including print and design, mail operations, digital imaging, data entry, manual forms and document processing.
- The **Division of Accounts and Control** oversees statewide expertise and guidance to state agencies on procurement and contracting and includes the **Office of the State Controller**, who maintains the state's financial records, in part through the Colorado Operations Resource Engine (CORE), the state's accounting system.
- The **Office of Administrative Courts** provides a statewide, centralized, independent administrative law adjudication system, including hearing cases for workers' compensation, public benefits, professional licensing, and Fair Campaign Practices Act complaints filed with the Secretary of State.
- The **Division of Capital Assets** administers the statewide fleet vehicle program and the Capitol Complex facilities maintenance program in addition to overhead shared between the two.

## SUMMARY OF STAFF RECOMMENDATIONS

DEPARTMENT OF PERSONNEL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$270,682,213	\$43,215,517	\$17,518,235	\$209,948,461	\$0	521.5
H.B. 24-1195 (Supplemental)	45,015,118	474,250	3,311,656	41,229,212	0	0.0
Other legislation	779,759	658,938	0	120,821	0	2.2
<b>TOTAL</b>	<b>\$316,477,090</b>	<b>\$44,348,705</b>	<b>\$20,829,891</b>	<b>\$251,298,494</b>	<b>\$0</b>	<b>523.7</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$316,477,090	\$44,348,705	\$20,829,891	\$251,298,494	\$0	523.7
R1a Central services common policies	0	0	0	0	0	0.0
R1b EDO additional staffing	253,125	253,125	0	0	0	2.7
R1c FinOps additional staffing	220,341	220,341	0	0	0	1.8
R1d SPCO additional staffing	375,737	375,737	0	0	0	3.7
R2 Central payroll staffing	759,637	759,637	0	0	0	6.6
R3 Transition term-limited FTE	265,069	265,069	0	0	0	2.5
R4/BA4 Centralized sustainability office (withdrawn)	0	0	0	0	0	0.0
R5 CORE operating resources	425,000	0	0	425,000	0	0.0
R6 CDFC grant increases	5,121,400	0	5,121,400	0	0	1.3
R7 Annual fleet vehicle replacements	1,999,374	0	0	1,999,374	0	0.0
R8 SPEP help desk	114,824	114,824	0	0	0	0.0
BA2 SWICAP technical adjustment	0	0	0	0	0	0.0
BA3 Private lease early termination	0	0	0	0	0	0.0
Staff-initiated Supplemental annualizations	7,139,900	(288,034)	288,034	7,139,900	0	0.0
Centrally appropriated line items	10,185,227	4,229,455	223,034	5,732,738	0	0.0
Operating common policy technical adjustments	8,448,472	0	3,222,966	5,225,506	0	0.0
Technical adjustments	1,893,419	1,618,069	645,588	(370,238)	0	0.0
Non-prioritized requests	1,196,904	56,998	508,387	631,519	0	2.7
Annualize prior year legislation and budget actions	(64,555,050)	(12,322,428)	(3,922,230)	(48,310,392)	0	(25.5)
Indirect cost assessment	(310,090)	(35,057)	127,029	(402,062)	0	0.0
<b>TOTAL</b>	<b>\$290,010,379</b>	<b>\$39,596,441</b>	<b>\$27,044,099</b>	<b>\$223,369,839</b>	<b>\$0</b>	<b>519.5</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$26,466,711)</b>	<b>(\$4,752,264)</b>	<b>\$6,214,208</b>	<b>(\$27,928,655)</b>	<b>\$0</b>	<b>(4.2)</b>
Percentage Change	(8.4%)	(10.7%)	29.8%	(11.1%)	n/a	(0.8%)
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$295,824,734</b>	<b>\$15,828,459</b>	<b>\$30,611,309</b>	<b>\$249,384,966</b>	<b>\$0</b>	<b>524.9</b>
Request Above/(Below) Recommendation	\$5,814,355	(\$23,767,982)	\$3,567,210	\$26,015,127	\$0	5.4

### DESCRIPTION OF INCREMENTAL CHANGES

**R1A CENTRAL SERVICES COMMON POLICIES [REQUIRES LEGISLATION]:** The recommendation is to deny the both the request to create seven new operating common policies and shift the funding of the affected programs to a common policy methodology, as well as the request to create an automatic appropriations scaling mechanism.

**R1B EDO ADDITIONAL STAFFING:** The recommendation includes an increase of \$253,125 General Fund and 2.7 FTE for FY 2024-25 to address excessive workload and resource constraints within the

Executive Director's Office (EDO). The recommendation annualizes to \$318,777 General Fund and 3.0 FTE in FY 2025-26 and ongoing.

R1B EDO ADDITIONAL STAFFING - JBC STAFF RECOMMENDATION		
	FY 2024-25	FY 2025-26 AND ONGOING
Personal services	\$229,659	\$255,177
Operating expenses	23,466	3,840
Centrally appropriated costs	0	59,760
Total	\$253,125	\$318,777
FTE	2.7	3.0

**R1C FINOPS ADDITIONAL STAFFING:** The recommendation includes an increase of \$220,341 General Fund and 1.8 FTE in FY 2024-25 to address excessive workload and resource constraints within the Financial Operations and Reporting (FinOps) work unit. The recommendation annualizes to \$275,223 General Fund and 2.0 FTE.

R1C FINANCIAL OPERATIONS AND REPORTING ADDITIONAL STAFFING - JBC STAFF RECOMMENDATION		
	FY 2024-25	FY 2025-26 AND ONGOING
Personal services	\$204,697	\$227,441
Operating expenses	15,644	2,560
Centrally appropriated costs	0	45,222
Total	\$220,341	\$275,223
FTE	1.8	2.0

**R1D SPCO ADDITIONAL STAFFING:** The recommendation includes an increase of \$375,737 General Fund and 3.7 FTE in FY 2024-25 to address excessive workload and resource constraints within the State Procurement and Contracts Office (SPCO). The recommendation annualizes to \$459,415 General Fund and 4.0 FTE. Staff recommends denial of the targeted, base-building salary adjustment.

R1B STATE PROCUREMENT AND CONTRACTS OFFICE ADDITIONAL STAFFING - JBC STAFF RECOMMENDATION		
	FY 2024-25	FY 2025-26 AND ONGOING
Personal services	\$344,321	\$371,664
Operating expenses	31,416	5,120
Centrally appropriated costs	0	82,631
Total	\$375,737	\$459,415
FTE	3.7	4.0

**R2 CENTRAL PAYROLL STAFFING:** The recommendation includes an increase of \$759,637 General Fund and 6.6 FTE in FY 2024-25 for the Central Payroll Unit to support its work related to the COWINS Partnership Agreement, human resources and payroll training, payroll taxes, and the transition to a new time and leave system. The recommendation includes centrally appropriated costs cost for three FTE that are already on the Department's payroll. The recommendation annualizes to \$840,382 General Fund and 7.0 FTE in FY 2025-26 and ongoing.

JBC STAFF RECOMMENDED - R2 CENTRAL PAYROLL STAFFING		
COST COMPONENT	FY 2024-25	FY 2025-26 AND ONGOING
Personal services	\$642,852	\$683,694
Operating expenses	55,138	8,960
Centrally appropriated costs	61,647	147,728
Total	\$759,637	\$840,382
FTE	6.6	7.0

**R3 TRANSITION TERM-LIMITED FTE:** The recommendation includes an increase of \$265,069 General Fund and 2.5 FTE in FY 2024-25 to make the positions associated with the Skills-Based Hiring Initiative permanent and to extend funding for the term-limited positions associated with the Department's FY 2022-23 BA2 (DHR stimulus staffing) through the end of FY 2026-27. The annualizations for this request are summarized in the following table.

R3 TRANSITION TERM-LIMITED FTE – JBC STAFF RECOMMENDATION			
	FY 2024-25	FY 2025-26 AND FY 2026-27	FY 2027-28 AND ONGOING
Personal services	\$197,035	\$394,069	\$201,497
Operating expenses	3,200	6,400	2,560
Centrally appropriated costs	64,835	129,669	55,986
Total	\$265,069	\$530,138	\$260,043
FTE	2.5	5.0	2.0

**R4/BA4 CENTRALIZED SUSTAINABILITY OFFICE (WITHDRAWN):** The department withdrew its request for funding to support the newly created State Government Office of Sustainability, which is currently funded exclusively by a federal grant from the U.S. Environmental Protection Agency (U.S. EPA).

**R5 CORE OPERATING RESOURCES:** The recommendation includes an increase of \$450,000 reappropriated funds spending authority to purchase professional services for the stabilization of the CORE upgrade post-implementation, enabling new functionality development in CORE, addressing customer-agency needs, and assisting with transition to quarterly software releases. The Committee approved this recommendation during the Operating Common Policy figure setting on January 29, 2024. No further action is needed.

**R6 CDFC GRANT INCREASES:** The recommendation includes an increase of \$5,121,400 cash funds from the Disability Support Fund and 1.3 FTE in FY 2024-25 to expand the grant program of the Colorado Disability Funding Committee (CDFC). The recommendation annualizes \$5,139,070 cash funds and 1.4 FTE in FY 2025-26 and ongoing.

R6 CDFC GRANT INCREASE - JBC STAFF RECOMMENDATION		
COST COMPONENT	FY 2024-25	FY 2025-26 AND ONGOING
Personal services	\$103,889	\$110,222
Operating costs	8,334	1,792
Centrally appropriated costs	9,177	27,056
Grants	5,000,000	5,000,000
Total	\$5,121,400	\$5,139,070
FTE	1.3	1.4

**R7 ANNUAL FLEET VEHICLE REPLACEMENTS:** The recommendation includes an increase of \$1,999,374 reappropriated funds for the Vehicle Replacement Lease/Purchase line item in Fleet Management. The recommendation includes a total of 725 vehicles, consisting of 534 alternative fuel vehicles (including 358 electric vehicles), and 191 standard vehicles. The recommendation requires an increase of \$488,648 total funds, including \$168,865 General Fund, allocated to user agencies. The Committee approved this recommendation during the Operating Common Policy figure setting on January 29, 2024. No further action is needed.

**R8 SPEP HELP DESK:** The recommendation includes an increase of \$114,824 General Fund in FY 2024-25 to implement the State Procurement Equity Program help desk. The request annualizes to \$38,275 General Fund in FY 2025-26 and ongoing. There is a corresponding non-prioritized request in the Governor's Office of Information Technology.

**BA2 SWICAP TECHNICAL ADJUSTMENT:** The recommendation an increase of \$56,445 total funds statewide, including an increase of \$609,430 General Fund, to correct a technical error in the allocations of statewide indirect costs. The Statewide Indirect Cost Allocation Plan (SWICAP) currently includes Institutions of Higher Education (IHEs) in the cost allocation pool for Professional Development which totals \$8.0 million. Classified employees of IHEs are not eligible for this type of Professional Development services, so the SWICAP submitted on Nov. 1, 2023, must be revised to remove IHEs from this portion of the cost pool and reassign the costs proportionately to qualifying agencies. The Committee approved this recommendation during the Operating Common Policy figure setting on January 29, 2024. No further action is needed.

**BA3 PRIVATE LEASE EARLY TERMINATION:** The recommendation is to deny the request for General Fund to support the early termination of leases for private sector office space.

**STAFF-INITIATED SUPPLEMENTAL ANNUALIZATION:** The recommendation includes increases for the following annualizations of Committee's FY 2023-24 supplemental actions:

- Continuing for FY 2024-25 and ongoing the General Fund to cash funds swap for the Public-Private Collaboration Unit, including an (I) Note and letternote indicating that the cash funds appropriation from the Unused State-owned Real Property Cash Fund are continuously appropriated.
- Continuing for FY 2024-25 and ongoing the \$7,139,900 reappropriated funds increase to the Fuel and Automotive Supplies line item.

**CENTRALLY APPROPRIATED LINE ITEMS:** The recommendation includes adjustments to centrally appropriated line items as detailed in the following table.

CENTRALLY APPROPRIATED LINE ITEMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Payments to OIT	\$4,610,780	\$2,519,016	\$154,195	\$1,937,569	\$0	0.0
Salary survey	1,423,244	668,973	49,899	704,372	0	0.0
Step Plan	1,116,367	275,286	20,542	820,539	0	0.0
Risk management & property adjustment	1,092,753	352,596	32,031	708,126	0	0.0
Health, life, and dental	522,360	386,571	(2,693)	138,482	0	0.0
PERA Direct Distribution	587,138	272,634	20,451	294,053	0	0.0
Capitol Complex leased space	273,332	(24,410)	4,558	293,184	0	0.0



CENTRALLY APPROPRIATED LINE ITEMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Legal services	245,909	(224,546)	(100,286)	570,741	0	0.0
Paid Family & Medical Leave Insurance	168,853	78,094	5,825	84,934	0	0.0
Workers' compensation	114,127	36,825	3,345	73,957	0	0.0
Vehicle lease payments	34,050	0	304	33,746	0	0.0
Shift differential	29,969	0	0	29,969	0	0.0
AED and SAED adjustment	140,332	(53,760)	39,548	154,544	0	0.0
Short-term disability	1,837	(1,091)	469	2,459	0	0.0
CORE	(175,824)	(56,733)	(5,154)	(113,937)	0	0.0
<b>TOTAL</b>	<b>\$10,185,227</b>	<b>\$4,229,455</b>	<b>\$223,034</b>	<b>\$5,732,738</b>	<b>\$0</b>	<b>0.0</b>

**OPERATING COMMON POLICY TECHNICAL ADJUSTMENTS:** The recommendation includes technical adjustments to various operating common policies, as summarized in the following table.

OPERATING COMMON POLICY TECHNICAL ADJUSTMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
RM base adjustment	\$9,249,228	\$0	\$0	\$9,249,228	\$0	0.0
WC base adjustment	(468,696)	0	0	(468,696)	0	0.0
ALJ base adjustment	(188,482)	0	842,230	(1,030,712)	0	0.0
CORE base adjustment	(132,481)	0	3,014,244	(3,146,725)	0	0.0
CCLS base adjustment	(11,097)	0	(633,508)	622,411	0	0.0
<b>TOTAL</b>	<b>\$8,448,472</b>	<b>\$0</b>	<b>\$3,222,966</b>	<b>\$5,225,506</b>	<b>\$0</b>	<b>0.0</b>

**TECHNICAL ADJUSTMENTS:** The request includes a net increase of \$1.9 million total funds for technical adjustments, summarized in the following table.

TECHNICAL ADJUSTMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
AD-LE payments	\$1,946,997	\$1,677,803	\$269,194	\$0	\$0	0.0
CO state archive digital storage	56,995	56,995	0	0	0	0.0
P&C refi from proc card	0	(376,394)	376,394	0	0	0.0
Indirect costs adjustments (recommended)	(110,573)	259,665	0	(370,238)	0	0.0
<b>TOTAL</b>	<b>\$1,893,419</b>	<b>\$1,618,069</b>	<b>\$645,588</b>	<b>(\$370,238)</b>	<b>\$0</b>	<b>0.0</b>

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

NON-PRIORITIZED REQUESTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
NP Central Services Omnibus Request	\$565,385	\$56,998	\$508,387	\$0	\$0	0.0
NPBA3 HCPF PHE unwind	269,760	0	0	269,760	0	2.7
NP17 DPS EDO right-sizing	115,116	0	0	115,116	0	0.0
NP13 DPC CO team aware	65,568	0	0	65,568	0	0.0
NP8 DNR CPW wildlife mgmt	50,020	0	0	50,020	0	0.0
NP14 DPS Using forensics	27,108	0	0	27,108	0	0.0
NP18 CDA Ag emergency mgmt	23,636	0	0	23,636	0	0.0
NP19 CDA workforce	15,758	0	0	15,758	0	0.0
NP5 DNR CPW biodiversity	14,727	0	0	14,727	0	0.0
NP10 DNR CPW State Parks	14,327	0	0	14,327	0	0.0
NP6 DNR DWR	8,099	0	0	8,099	0	0.0

NON-PRIORITIZED REQUESTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
NP4 DNR SLB biodiversity	7,887	0	0	7,887	0	0.0
NP9 DNR CPW aquatics	5,326	0	0	5,326	0	0.0
NP16 Hist CO Adobe maint	4,387	0	0	4,387	0	0.0
NP15 Hist CO afford housing	3,678	0	0	3,678	0	0.0
NP12 DNR CPW admin	2,629	0	0	2,629	0	0.0
NP11 DNR CPW info and edu	1,847	0	0	1,847	0	0.0
NP7 DNR CPW dam safety	1,646	0	0	1,646	0	0.0
CORE Operating Resources	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$1,196,904</b>	<b>\$56,998</b>	<b>\$508,387</b>	<b>\$631,519</b>	<b>\$0</b>	<b>2.7</b>

**ANNUALIZE PRIOR YEAR LEGISLATION AND BUDGET ACTIONS:** The request includes a net decrease of \$64.6 million total funds for prior year legislation and budget actions, summarized in the following table.

ANNUALIZE PRIOR YEAR LEGISLATION AND BUDGET ACTIONS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROP FUNDS	FEDERAL FUNDS	FTE
HB 22-1337 Comp report	\$300,000	\$300,000	\$0	\$0	\$0	0.0
FY 2020-21 R2 Fleet telematics	141,707	0	0	141,707	0	0.0
SB 23-105 Equal pay	118,953	118,953	0	0	0	1.8
SB 13-276 Disability support fund	82,000	0	82,000	0	0	0.0
SB 21-250 Elections and voting	50,000	0	0	50,000	0	0.0
SB 23-172 Protect workers	26,992	(51,324)	0	78,316	0	0.3
HB 23-1189 Home purchase tax credit	13,610	0	0	13,610	0	0.0
SB 23-016 GHG reduction	12,453	0	0	12,453	0	0.0
HB 23-1309 Film incent tax credit	1,927	0	0	1,927	0	0.0
HB 23-1112 EITC	762	0	0	762	0	0.0
HB 24-1195 Supplemental	(45,015,118)	(474,250)	(3,311,656)	(41,229,212)	0	0.0
FY 2023-24 R3 Prof dev funding	(8,000,000)	(8,000,000)	0	0	0	(1.8)
FY 2023-24 NPBA5 IT accessibility	(6,549,380)	(2,113,485)	(191,897)	(4,243,998)	0	(6.0)
FY 2023-24 NPBA6 Medicaid redeterm	(2,980,235)	0	0	(2,980,235)	0	0.0
FY 2023-24 R3 Temp staff comp analysis	(1,416,276)	(1,416,276)	0	0	0	(19.1)
HB 23-1057 Pub inclusive amenit	(450,000)	(450,000)	0	0	0	0.0
FY 2023-24 R11 Empl engage survey	(300,000)	(300,000)	0	0	0	0.0
FY 2023-24 R9 OAC case management	(219,000)	0	(219,000)	0	0	0.0
FY 2022-23 BA2 DHR stimulus staffing	(146,750)	146,751	(293,501)	0	0	(2.5)
FY 2023-24 R2 Labor union support	(61,347)	(61,347)	0	0	0	1.1
HB 23-1272 Decarb tax policy	(56,331)	0	0	(56,331)	0	0.0
HB 23-1260 Adv indust manuf incent	(32,642)	0	0	(32,642)	0	0.0
FY 2023-24 R6 CCLS staffing	(22,659)	0	0	(22,659)	0	0.7
HB 22-1205 Senior housing tax credit	(16,662)	0	0	(16,662)	0	0.0
HB 23-1281 Clean hydrogen	(12,861)	0	0	(12,861)	0	0.0
HB 23-1091 Child care tax credit	(10,881)	0	0	(10,881)	0	0.0
SB 22-051 Reduce building emissions	(6,501)	(6,200)	0	(301)	0	0.0
Prior year salary survey	(4,503)	(15,250)	11,824	(1,077)	0	0.0
HB 22-1010 ECE tax credit	(700)	0	0	(700)	0	0.0
HB 22-1007 Wildfire mitigation asst	(664)	0	0	(664)	0	0.0
HB 23B-1002 EITC	(516)	0	0	(516)	0	0.0
HB 22-1083 CO homeless tax credit	(428)	0	0	(428)	0	0.0
<b>TOTAL</b>	<b>(\$64,555,050)</b>	<b>(\$12,322,428)</b>	<b>(\$3,922,230)</b>	<b>(\$48,310,392)</b>	<b>\$0</b>	<b>(25.5)</b>

**INDIRECT COST ASSESSMENT:** The recommendation includes a net decrease of \$310,090 total funds, including a \$35,057 General Fund, for adjustments to indirect costs throughout the Department.

## MAJOR DIFFERENCES FROM THE REQUEST

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

- the denial for the Department's R1a (Central services common policies) request to create seven new operating common policy;
- the reduced recommendation for R3 (Transition term-limited FTE) request that recommends making only half of the term limited request permanent FTE;
- the reduced recommendation of additional cash funds spending authority requested in R6 (CDFC grant increases);
- the denial of the BA3 (Private lease early termination) request for appropriations to support state agencies breaking of leases for private office space; and
- staff-initiate recommendation for the annualization of two supplemental budget actions.

## DECISION ITEMS AFFECTING OTHER DEPARTMENTS

### → R1A CENTRAL SERVICES COMMON POLICIES [REQUIRES LEGISLATION]

*Note: JBC staff has separated into distinct analyses and decisions the various aspects of the original FY 2024-25 R1 request, these elements are discussed in R1a through R1d. The elements in R1a are limited to the base funding methodology changes for the Department requested through the creation of new operating common policies.*

**REQUEST:** The Department requests a department-specific refinance of \$27,130,292 total funds, including \$25,264,898 General Fund and \$1,865,394 cash fund, with an equivalent amount of reappropriated funds to:

- 1 create seven (7) new operating common policies for various services provided by the Department to other state agencies, and
- 2 approve an automatic appropriations scaling for the new common policies and the Employee Benefits Unit in the Division of Human Resources.

The statewide budgetary impact of the creation of the requested seven (7) new common policies, as their costs are allocated across the various state agencies, would be an increase of \$27.1 million total funds, including \$14.3 million General Fund, an increase of \$8.0 million cash funds, an increase of \$2.6 million reappropriated funds, and an increase of \$2.2 million federal funds in FY 2024-25.

R1A CENTRAL SERVICES COMMON POLICIES - DEPARTMENT REQUEST					
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS
Department-specific impact	\$0	(\$25,264,898)	(\$1,865,394)	\$27,130,292	\$0
Statewide impact	27,130,292	14,294,347	8,019,431	2,579,627	2,236,888
Total	\$27,130,292	(\$10,970,551)	\$6,154,037	\$29,709,919	\$2,236,888

The requested funding methodology changes are ongoing and, all things being equal, the funding impacts of this request in FY 2024-25 would be the same in FY 2025-26 and ongoing. The statewide impact in the table above are calculated based on the fund split allocations identified in the Department's request:

- 52.7 percent General Fund,
- 29.6 percent cash funds,
- 9.5 percent reappropriated funds, and
- 8.2 percent federal funds.

STATEWIDE COST ALLOCATIONS AND GENERAL FUND REQUIREMENTS OF NEW OPERATING COMMON POLICIES		
NEW POLICY	FY 2024-25 AND ONGOING	
	ALLOCATED COST	GENERAL FUND
Financial Operations and Reporting	\$5,164,521	\$2,721,071
Labor Relations	6,563,038	3,457,918
State Agency Services	5,181,717	2,730,131
EDO Administration	3,683,709	1,940,864
State Purchasing and Contracts Office	2,843,553	1,498,205
Office of the State Architect	3,041,493	1,602,495
Statewide Training	652,262	343,662
<b>Total</b>	<b>\$27,130,292</b>	<b>\$14,294,347</b>

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

*ANALYSIS:* There are two primary concepts that underpin indirect costs: these are overhead costs and the recovery of indirect costs reduce General Fund appropriations for central services line items. There are two types of indirect costs: departmental and statewide. Departmental indirect costs are for department-specific overhead. Statewide indirect costs are state overhead from central services departments like Personnel, Treasury, and the Governor's Office. Statewide indirects come from the Statewide Indirect Cost Plan prepared by the State Controller's Office.

Indirect costs are costs for administrative overhead or other centrally provided services provided to any program, regardless of fund source, and for which those services are not billed directly (eg. accounting, budget, or HR services vs. liability insurance, legal services, or fleet vehicles). To achieve fairness and transparency, centrally provided services, generally, should be billed directly whenever possible; the challenge with direct billing is how to define discrete units of service that can be billed relatively easily and efficiently. Therefore, indirect cost methodologies apportion or allocate costs proportionally to programs based on a standard unit of measure.

Indirect cost assessments are line items in the Long Bill in program or division sections applied to cash-, reappropriated-, or federal-funded programs to bill program fund sources for indirect costs. The indirect cost assessment line is a payment from the program, and more specifically, the program fund source, to the department to cover overhead costs for the program. General Fund does not pay its share of indirect cost through an assessment because in most cases it already functions as the primary fund source for administrative overhead functions.

Indirect cost recoveries refer to actual indirect cost collections by departments. The term, indirect cost recoveries also refers to letternotes in the Long Bill that budget how the department will expend recoveries to pay for specified department overhead line items. In the Long Bill, these reappropriated funds are directly equal to budgeted General Fund savings – this is where and how indirects offset General Fund. If indirect cost recoveries are not identified and included in the budget, General Fund, by default, overpays. In the case of federal funds, departments would tend to accumulate excess federal funds in the Indirect Costs Excess Recovery Fund, created in Section 24-75-1401 (2), C.R.S. In the case of cash funds, one of two things occurs: either the customer that pays for cash fund services is not being billed for overhead or, if overhead is included in the price of services, the department will accumulate excess reserves in the cash fund.

#### **STATEWIDE INDIRECT COST ALLOCATION PLAN**

The purpose of the Statewide Indirect Cost Allocation Plan (SWICAP) is to allocate the unbilled costs of statewide central service agencies to user departments, divisions and institutions of higher education that benefit from their services. The allocations from this plan are used to establish the statewide portion of the indirect cost appropriations in the Long Bill. These allocations are also used by state agencies and departments to develop fees charged by cash programs. The SWICAP, which prepared annually by the Office of the State Controller, establishes the cost pool, allocation basis, and total allocation by fund source (e.g., General Fund, cash funds, reappropriated funds, and federal funds) for each state agency and department that receives statewide central services. The cost for services

included in the SWICAP are based on the last year for which the state has actual expenditure data; for the FY 2024-25 budgeting year, SWICAP costs are based on FY 2022-23 actual expenditures.

To create the Statewide Indirect Cost Allocation Plan, the Office of the State Controller’s staff first establishes the services and allocation units of those services. They then determine the total cost of those services in a given fiscal year. After the total cost is established, it is allocated to those state agencies and institutions based on their proportional use of those services (i.e., allocation units). That total distributed cost is then spread across the state agencies’ or institutions’ funding sources. The SWICAP states:

“After the allocation of the unbilled central service agency costs to the departments is completed, the allocations are distributed among each user department’s funding sources as identified in the Long Bill as general fund, general exempt fund, cash fund, re-appropriated fund and federal funding sources.” (page 1)

It is important to note that when identifying the share of statewide indirect costs that a department or agency is responsible for, the portion of those costs that come from the General Fund are considered “unrecoverable,” which represent the portion of the cost of services that are not offset by indirect assessments on cash funds, reappropriated funds, and federal funds. For FY 2024-25 the estimated portion of statewide indirects that will be paid by the General Fund is estimated to be 49.4 percent; meaning a little over half the cost of statewide indirects are offset by the collections from other fund sources.

The SWICAP cost allocations by fund source are based on appropriations made in the Long Bill, adjusted for appropriations from legislation passed and enacted, for the allocable central service agencies that do not bill for their services in the Department of Personnel, the Governor’s Office, and the Department of Treasury. The allocations shown in the SWICAP for the federal funding sources and the central service agencies that bill user agencies for services are based upon the allocations made in the State’s Federal Statewide Indirect Cost Allocation Plan. Some central services are partially recovered through direct billing of those agencies utilizing the service. Identified actual recoveries are deducted from the estimated cost allocations in the SWICAP.

### **COMMON POLICIES – MODELING IMPACT ON SWICAP**

Changing the funding method of the Department of Personnel from direct appropriation to common policies has a substantial and significant impact on the Statewide Indirect Cost Allocation Plan. The majority of the costs included in the SWICAP are for services provided by the Department. By shifting the Department’s funding to common policies, those services would no longer be indirect and unbilled, but directly billed and not eligible for inclusion in the SWICAP. As a result, funding the Department of Personnel through common policies will reduce the total cost of services included in the SWICAP, and reduce amount of cash funds, reappropriated funds, and federal funds collected through indirect cost assessments.

DEPARTMENT OF PERSONNEL MODEL - IMPACT OF TRANSITION TO COMMON POLICY FUNDING METHOD ON THE STATEWIDE INDIRECT COST ALLOCATION PLAN					
CURRENT MECHANISM	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
General Fund (Not Recovered)	\$29,788,303	\$29,788,303	\$29,788,303	\$29,788,303	\$29,788,303
General Fund Exempt (Not Recovered)	650	650	650	650	650

DEPARTMENT OF PERSONNEL MODEL - IMPACT OF TRANSITION TO COMMON POLICY FUNDING METHOD ON THE STATEWIDE INDIRECT COST ALLOCATION PLAN					
CURRENT MECHANISM	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
Cash Funds	18,097,169	18,097,169	18,097,169	18,097,169	18,097,169
Reappropriated Funds	6,260,587	6,260,587	6,260,587	6,260,587	6,260,587
Federal Funds (Estimate)	7,237,262	7,237,262	7,237,262	7,237,262	7,237,262
Total	\$61,383,971	\$61,383,971	\$61,383,971	\$61,383,971	\$61,383,971
MECHANISM WITH PROPOSED DPA COMMON POLICIES					
SWICAP	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
General Fund (Not Recovered)	\$1,307,414	\$1,307,414	\$1,307,414	\$1,307,414	\$1,307,414
General Fund Exempt (Not Recovered)	650	650	650	650	650
Cash Funds	18,097,169	18,097,169	18,097,169	18,097,169	18,097,169
Reappropriated Funds	6,260,587	6,260,587	6,260,587	6,260,587	6,260,587
Federal Funds (Estimate)	7,237,262	7,237,262	7,237,262	7,237,262	7,237,262
Sub-total	\$32,903,082	\$32,903,082	\$32,903,082	\$32,903,082	\$32,903,082
PROPOSED COMMON POLICIES					
General Fund	\$15,005,946	\$15,005,946	\$15,005,946	\$15,005,946	\$15,005,946
Cash Funds	8,418,653	8,418,653	8,418,653	8,418,653	8,418,653
Reappropriated Funds	2,708,046	2,708,046	2,708,046	2,708,046	2,708,046
Federal Funds	2,348,244	2,348,244	2,348,244	2,348,244	2,348,244
Sub-total	28,480,889	28,480,889	28,480,889	28,480,889	28,480,889
Total	\$61,383,971	\$61,383,971	\$61,383,971	\$61,383,971	\$61,383,971

\*To accomplish no double-billing, the Statewide Indirect Cost Budget Plan must be revised to remove the functions billed under common policy

\*\*"Current Mechanism" reflects the (estimated) allocations of functions not being transitioned to common policy, including the additional staffing resources requested.

DEPARTMENT OF PERSONNEL MODEL – ALLOCATION COMPARISON (CURRENT V. PROPOSED)				
	CURRENT MECHANISM	PROPOSED MECHANISM	DIFFERENCE (\$)	DIFFERENCE (%)
General Fund	\$29,788,303	\$16,313,360	(\$13,474,943)	(45.2%)
Cash funds	18,097,169	26,515,822	8,418,653	46.5%
Reappropriated funds	6,260,587	8,968,633	2,708,046	43.3%
Federal funds	7,237,262	9,585,506	2,348,244	32.4%

The Department provided the above modeling of their proposition to staff illustrating their assumptions regarding the impact the move to common policy funding would have on the SWICAP. This model, while enlightening, includes two major assumptions that are not supported by the current methods employed by the Department to develop the SWICAP. In their model, the Department assumes that the costs associated with the creation of the common policies, which would no longer be eligible parts of the SWICAP, are deducted entirely from the unrecoverable General Fund portion of the allocated costs. Additionally, the Department's model assumes these changes in FY 2024-25 and FY 2025-26. Neither of these assumptions are accurate:

- The SWICAP methodology first determines the total and allocated costs of unbilled central services, then distributes those costs across the various fund sources based on proportions “as identified in the Long Bill.” This means that the cost of the services provided by the proposed common policies would be deducted proportionally across all fund sources.
- There is a two-year lag between when services are paid for and when a portion of those costs are recovered through indirects. The FY 2024-25 statewide indirect cost allocations are based on FY 2022-23 actual expenditures for provided services.

*JBC STAFF MODELING*

JBC staff's modeling shows a different impact of the move to a common policy funding model. In the following model staff makes the following assumption, in order make the modeling more manageable.

- 1 The state budget is static for the next six fiscal years. (i.e., holding all other things equal).
- 2 The current fund source distribution model used in the Statewide Indirect Cost Allocation Plan, distribution based on Long Bill appropriations, remains the method used by the SWICAP.
- 3 The FY 2024-25 revised Statewide Indirect Cost Allocation Plan (BA2) fund source splits are used for out-year projections.

FY 2024-25 STATEWIDE INDIRECT COST ALLOCATION PLAN						
	TOTAL FUNDS	GENERAL FUND <sup>1</sup>	GENERAL FUND EXEMPT	CASH FUNDS	REAPPROP FUNDS	FEDERAL FUNDS
Statewide Indirect Cost Plan	\$54,824,053	\$27,096,521	\$1,040	\$16,636,336	\$6,392,913	\$4,697,243
		49.4%	0.0%	30.3%	11.7%	8.6%

<sup>1</sup> The General Fund portion of the SWICAP is unrecoverable.

- 4 The common policy base costs are proportionally split between fund sources (GF, CF, RF, FF) based on the requested ratios.
- 5 The shift to a common policy funding method does not have a significant impact on the fund source distribution model used in the Statewide Indirect Cost Allocation Plan. As requested, the FY 2024-25 General Fund offset by the common policies represents a reduction of less than 0.1 percent of the total General Fund appropriated in the FY 2023-24 Long Bill.

JBC STAFF MODEL - IMPACT OF TRANSITION TO COMMON POLICY FUNDING METHOD ON THE STATEWIDE INDIRECT COST ALLOCATION PLAN								
FY 23 ALLOCATION OF COSTS			49.4%	0.0%	30.3%	11.7%	8.6%	50.6%
EXPENDITURE YEAR	BUDGET YEAR	TOTAL INDIRECTS	GENERAL FUND	GENERAL FUND EXEMPT	CASH FUNDS	REAPPROP FUNDS	FEDERAL FUNDS	GENERAL FUND RECOVERY
FY 22-23	FY 24-25	\$54,824,053	\$27,096,521	\$1,040	\$16,636,336	\$6,392,913	\$4,697,243	\$27,726,492
FY 23-24	FY 25-26	54,824,053	27,096,521	1,040	16,636,336	6,392,913	4,697,243	27,726,492
FY 24-25	FY 26-27	27,693,761	13,687,506	525	8,403,660	3,229,309	2,372,760	14,005,729
FY 25-26	FY 27-28	27,693,761	13,687,506	525	8,403,660	3,229,309	2,372,760	14,005,729
FY 26-27	FY 28-29	27,693,761	13,687,506	525	8,403,660	3,229,309	2,372,760	14,005,729

In the first two years after the switch to the new funding model, there will be no impact on the Statewide Indirect Cost Allocation Plan. Due to the two-year lag in calculating statewide indirect costs, the costs in FY 2024-25 are based on actual expenditures in FY 2023-24, the SWICAP will not take into consideration the shift to billed services until the FY 2026-27 budget year. Total statewide indirect costs will decrease by the \$27.1 million cost of the common policies, result in a commensurate reduction in the amount of General Fund recoveries realized. This happens because the common policies are considered direct bill services; therefore, they are no longer included in the SWICAP.

R1A CENTRAL SERVICES COMMON POLICIES - DEPARTMENT REQUEST					
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS
Department-specific impact	\$0	(\$25,264,898)	(\$1,865,394)	\$27,130,292	\$0
Statewide impact	27,130,292	14,294,347	8,019,431	2,579,627	2,236,888
Total	\$27,130,292	(\$10,970,551)	\$6,154,037	\$29,709,919	\$2,236,888



To assess the total impact on General Fund of the shift to common policy funding, staff's model accounts for both the reduction in the SWICAP and the General Fund offset by the common policies. In the budget year, the common policy funding model would spread out the cost of those services across all fund sources resulting in a General Fund offset of roughly \$11.0 million. Staff's model shows this offset occurring in both the first and second year of the policy change. However, starting in FY 2026-27 that annual offset is absorbed by the impact on recoveries through the SWICAP, costing \$2.8 million General Fund annually. The \$22.0 million in General Fund offsets from the common policies would eventually be totally overcome by the SWICAP impact, and after eight years the policy change would begin showing a total net cost.

JBC STAFF MODEL - GENERAL FUND IMPACT OF COMMON POLICY FUNDING METHOD						
EXPEND YEAR	BUDGET YEAR	SWICAP EXPEND (GF)	GF RECOVERY (CF, RF, FF)	GF OFFSET OF NEW COMMON POLICIES	TOTAL GF RECOVERY AND OFFSET	GF CHANGE FROM STATUS QUO
FY 22-23	FY 24-25 (status quo)	(\$54,824,053)	\$27,726,492	\$0	\$27,726,492	n/a
PROPOSED COMMON POLICIES						
FY 22-23	FY 24-25	(\$54,824,053)	\$27,726,492	\$10,970,551	\$38,697,043	\$10,970,551
FY 23-24	FY 25-26	(54,824,053)	27,726,492	10,970,551	38,697,043	10,970,551
FY 24-25	FY 26-27	(27,693,761)	14,005,729	10,970,551	24,976,281	(2,750,211)
FY 25-26	FY 27-28	(27,693,761)	14,005,729	10,970,551	24,976,281	(2,750,211)
FY 26-27	FY 28-29	(27,693,761)	14,005,729	10,970,551	24,976,281	(2,750,211)

Given the medium- and long-term negative impact of the shift to a common policy funding model, staff recommends the Committee deny the request.

#### COMMON POLICY SUMMARIES

When looking at both compensation and operating common policies, there are some common elements shared by all. Common policies help to manage obligatory, centralized expenditures and programs, such as Vehicle Lease Payments or Health, Life, and Dental. Common policies generally utilize an allocation methodology based on actual and historic usage. For instance, only those departments that utilized Capitol Complex leased space are included in the allocation for that common policy. The proposed new common policies will use allocation methodologies based on a pre-established allocation "unit" (e.g., raw FTE, state employee headcount, gross square footage, and total CORE documents), which are rough proxies for demand for the Department's services and do not take into consideration actual usage of their services by each department.

The size and scope of a program is also a consideration when contemplating establishing common policies. Based on the FY 2024-25 requests, the new operating common policies will be smaller (by statewide allocation) than most of the current operating common policies. The one exception is the CORE common policy, which is anticipated to make significant fund balance adjustments. Fund balance adjustments are a mechanism used to reduce the overall statewide allocation of program costs utilizing excess revenue from each common policy's respective cash fund(s), while maintaining a fund balance reserve. In the case of the CORE common policy, the CORE common policy will use \$10.0 million cash funds to lower the CORE statewide allocation in FY 2024-25 only. Without this one-time adjustment, the CORE common policy would require a statewide allocation of \$12.5 million to cover costs.

OPERATING COMMON POLICIES STATEWIDE ALLOCATIONS COMPARISON – CURRENT VS NEW		
CURRENT POLICIES	FY 2024-25 ALLOCATION REQUEST	FY 2024-25 GENERAL FUND IMPACT
Property and Liability	\$55,664,536	\$25,078,036
Workers' Compensation	34,445,429	15,862,292
Fleet Management	25,513,287	9,303,401
Capitol Complex Leased Space	16,097,436	9,371,980
Document Solutions Group	11,654,222	10,942,462
Administrative Law Judge	6,936,611	681,985
CORE	2,495,378	1,050,332
NEW POLICIES		
Labor Relations	\$6,563,038	\$3,457,918
State Agency Services	5,181,717	2,730,131
Financial Operations and Reporting	5,164,521	2,721,071
EDO Administration	3,683,709	1,940,864
Office of the State Architect	3,041,493	1,602,495
State Purchasing and Contracts Office	2,843,553	1,498,205
Statewide Training	652,262	343,662

\* Please note that the CORE common policy is anticipated to include significant fund balance adjustments, which lower the cost of the common policy for a single year, because of excess revenue in the Supplier Database Cash Fund (\$7.4 million) and the Statewide Financial Information Technology Systems Cash Fund (\$2.9 million). Without these fund balance adjustments, the total cost allocated of the CORE common policy would be \$12.5 million.

#### EXECUTIVE DIRECTOR'S OFFICE – ADMINISTRATION

The Executive Director's Office (EDO) provides the strategic direction for the department, as well as administrative services for all programs, including: accounting, budgeting, contracts, procurement, communications, human resources, and performance management. Workload is driven by a number of factors, such as the number of programs administered by the Department, additional requirements mandated by statute or other administrative agencies and federal regulations. The EDO indirectly supports all branches and employees of the State through its oversight of common policies, communication of statewide policies and direction, and strategic policy development.

EDO ADMINISTRATION PROGRAM COST	
	FY 2024-25 REQUEST
Personal services base	\$1,978,321
Total compensation common policies	933,093
Operating and IT common policies	669,578
Operating expenses	102,717
<b>Total program costs</b>	<b>\$3,683,709</b>
STATEWIDE ALLOCATION	
General Fund	\$1,940,864
Cash Funds	1,088,866
Reappropriated Funds	350,258
Federal Funds	303,721

#### OFFICE OF THE STATE ARCHITECT

The Office of the State Architect is statutorily responsible for the administration of state funded planning, centralized oversight and support on construction, energy conservation and real estate transactions at state agencies and institutions of higher education. Additional responsibilities include: establishing policies and procedures, providing technical support and training, reporting capital

construction status and recommending the annual controlled maintenance statewide budget and state agency capital construction budget requests to the Governor’s Office of State Planning and Budgeting and the Capital Development Committee of the general assembly.

OFFICE OF THE STATE ARCHITECT PROGRAM COSTS	
	FY 2024-25 REQUEST
Personal services base	\$1,218,724
Total compensation common policies	426,552
Operating and IT common policies	280,928
Operating expenses	1,115,289
<b>Total program costs</b>	<b>\$3,041,493</b>
STATEWIDE ALLOCATION	
General Fund	\$1,602,495
Cash Funds	899,034
Reappropriated Funds	289,194
Federal Funds	250,771

#### *DIVISION OF HUMAN RESOURCES – STATE AGENCY SERVICES*

The Division of Human Resources (DHR) provides decentralized human resources for the Colorado state government. DHR is responsible for the oversight of all state agency human resources functions and total compensation including maintaining statewide employment, job evaluation and pay systems.

STATE AGENCY SERVICES PROGRAM COSTS	
	FY 2024-25 REQUEST
Personal services base	\$2,718,513
Total compensation common policies	929,583
Operating and IT common policies	624,494
Operating expenses	909,127
<b>Total program costs</b>	<b>\$5,181,717</b>
STATEWIDE ALLOCATION	
General Fund	\$2,730,131
Cash Funds	1,531,661
Reappropriated Funds	492,693
Federal Funds	427,232

#### *DIVISION OF HUMAN RESOURCES – STATEWIDE TRAINING*

The Center for Organizational Effectiveness, authorized by Section 24-50-122, C.R.S., is housed in the Division of Human Resources within the Department of Personnel (DPA) and supported by the Professional Development Center Cash Fund. The Center offers training and professional development opportunities for State employees, including direct training in leadership coaching, workforce competencies, self-awareness assessments, and coordinates compliance training. Training has traditionally been offered three ways: internal classes, vendor classes, and dedicated agency contracts for specialized courses. There are also many courses offered by external vendors that have been tailored for the State, particularly in the area of supervision, for which fees are charged. If COE’s offerings do not meet the specific needs of a department, the department may seek a waiver from COE to pursue contracted employee training through an approved vendor.<sup>1</sup>

<sup>1</sup> Center for Organizational Effectiveness program information and course offerings can be found here: <https://dhr.colorado.gov/state-employees/center-for-organizational-effectiveness>.

STATEWIDE TRAINING PROGRAM COSTS	
	FY 2024-25 REQUEST
Personal services base	\$432,828
Total compensation common policies	124,229
Operating and IT common policies	80,662
Operating expenses	14,543
<b>Total program costs</b>	<b>\$652,262</b>
STATEWIDE ALLOCATION	
General Fund	\$343,662
Cash Funds	192,802
Reappropriated Funds	62,019
Federal Funds	53,779

#### *DIVISION OF HUMAN RESOURCES – LABOR RELATIONS*

The goal of the Labor Relations Unit is to promote the development and growth of collaborative labor-management relationships, and provide accurate and comprehensive guidance that will empower management to make informed decisions as labor challenges arise.

LABOR RELATIONS PROGRAM COSTS	
	FY 2024-25 REQUEST
Personal services base	\$3,565,275
Total compensation common policies	1,150,655
Operating and IT common policies	1,183,388
Operating expenses	663,720
<b>Total program costs</b>	<b>\$6,563,038</b>
Statewide Allocation	
General Fund	\$3,457,918
Cash Funds	1,939,965
Reappropriated Funds	624,033
Federal Funds	541,121

#### *OFFICE OF THE STATE CONTROLLER – FINANCIAL OPERATIONS AND REPORTING*

The Office of the State Controller (OSC) provides centralized fiscal oversight and support for all State agencies and branches of government. The OSC consists of multiple units with various responsibilities that support the critical work of all state agency financial operations. The work of the Office of the State Controller impacts all branches of State government, all employees that are paid through the State's payroll system, and all Institutions of Higher Education.

FINANCIAL OPERATIONS AND REPORTING PROGRAM COSTS	
	FY 2024-25 REQUEST
Personal Services base	\$3,225,516
Total compensation common policies	1,089,950
Operating and IT common policies	710,752
Operating expenses	138,303
<b>Total program costs</b>	<b>\$5,164,521</b>
STATEWIDE ALLOCATION	
General Fund	\$2,721,071
Cash Funds	1,526,578
Reappropriated Funds	491,058

FINANCIAL OPERATIONS AND REPORTING PROGRAM COSTS	
	FY 2024-25 REQUEST
Federal Funds	425,814

*OFFICE OF THE STATE CONTROLLER – STATE PURCHASING AND CONTRACTS OFFICE*

The State Purchasing and Contracts Office (SPCO) is responsible for managing the State's decentralized purchasing process for state agencies and institutions of higher education in order to ensure the procurement of quality goods and services at best value through fair, open and competitive processes. The SPCO is made up of the Central Contracts Unit, the State Price Agreements Program, and Procurement Programs which include vendor outreach, communications, training, data administration and project management.

STATE PURCHASING AND CONTRACTS OFFICE PROGRAM COSTS	
	FY 2024-25 REQUEST
Personal Services base	\$1,783,659
Total compensation common policies	554,617
Operating and IT common policies	468,308
Operating expenses	36,969
<b>Total program costs</b>	<b>\$2,843,553</b>
Statewide allocation	
General Fund	\$1,498,205
Cash Funds	840,524
Reappropriated Funds	270,373
Federal Funds	234,450

**AUTOMATIC APPROPRIATIONS SCALING**

The Department is requesting approval of a methodology for automatically scaling the appropriations for eight programs or offices; seven of these are associated with the requested new common policies and one (the Employee Benefits Unit) is tangential to those common policies. The Department has identified the scaling basis/units, cost pool, and annual cost per unit for their requested scaling methodology. For the seven requested common policies, the scaling basis/units and cost pool are the same used for the allocation methodologies for each respective common policy. For the Employee Benefits Unit, the Department would use raw FTE count as the scaling basis/unit. The requested scaling methodology would work as following: for each additional scaling basis unit, the affected program would increase their base appropriation by the per unit cost.

REQUESTED AUTOMATIC APPROPRIATIONS SCALING FOR CENTRAL SERVICES								
	EDO - ADMIN	STATE ARCHITECT	STATE AGENCY SERVICES	STATEWIDE TRAINING	LABOR RELATIONS	EMPLOYEE BENEFITS	FINOPS AND REPORTING	SPCO
Scaling basis	FTE count	Gross ft. <sup>2</sup>	Headcount	Headcount	Covered Employee	FTE count	CORE Docs	CORE Docs
Basis units	34,436	79,961,715	28,566	28,566	20,123	34,436	2,919,060	2,390,990
Cost Pool	\$3,868,056	\$2,889,378	\$4,688,935	\$945,154	\$6,234,798	\$1,799,078	\$6,537,996	\$3,316,575
Annual Cost/Unit	\$112.33	\$0.04	\$164.14	\$33.09	\$309.83	\$52.24	\$2.24	\$1.39

The Department’s rationale underpinning this request is that their appropriations for central services has not kept pace with the growth of state government and that “no mechanism exists for DPA support to grow organically with the increasing needs and size of State government.” To the former rational, the data the department has presented in their request compares the overall growth of the State’s budget with the growth of the Department’s budget for central services from FY 2011-12 through FY 2022-23. While this comparison is interesting, it serves as a weak proxy for an analysis of the impact growing departmental budgets have on the need for central services support. For instance, the Department does not attempt to isolate and compare the growth in similar department-level central services staffing. Nor does this comparison account for the short-term nature of the recent influx of federal stimulus funding.

The latter justification, that “no mechanism exists” for the Department to increase its resources to address the growth of state government, is not borne out by experience. The Department is using the very mechanism for that growth by making this request. The established budgeting process provides departments the opportunity to request and justify additional discretionary funding from the General Assembly. This is an annual process that is intended to be iterative, providing the General Assembly the opportunity to exercise its oversight authority and plenary power of the purse. Establishing an automatic appropriations scaling methodology, such as the one requested by the Department, is antithetical to the budgetary oversight authority of the General Assembly. Setting discretionary funding decisions on auto-pilot is not best budgeting practices.

## DECISION ITEMS AFFECTING MULTIPLE DIVISIONS

### → CASH FUND WAIVER REQUESTS

*REQUEST:* The Department and Governor’s Office of State Planning and Budgeting (OSPB) requests the Committee grant cash fund waivers, pursuant to Section 24-75-402 (8), C.R.S., for the Supplier Database Cash Fund and the State Employee Worker’s Compensation Account in the Risk Management Fund.

*RECOMMENDATION:* **Staff recommends denial of the request.** Neither fund identified by the Department and OSPB currently require a cash fund waiver.

*ANALYSIS:* Cash funds are subject to reserve requirements detailed in Section 24-75-402, C.R.S. The current statutory reserve requirement is 16.5 percent of a cash fund’s fiscal year expenditures. This requirement is applied to a fund’s uncommitted reserve balance, excluding any long-term assets, amounts associated with multi-year appropriations (e.g., capital construction), nonmonetary assets, and revenue from non-fee sources. Waivers are generally considered and granted for cash funds that have excess uncommitted reserves for three or more fiscal years in a row because cash funds that meet this criterion are subject to a spending restriction place by the State Controller, pursuant to Section 24-75-402 (12), C.R.S. The Joint Budget Committee may grant a cash fund waiver to temporarily exempting a cash fund from the statutory maximum reserve or set an alternative maximum reserve.

### SUPPLIER DATABASE CASH FUND

The Supplier Database Cash Fund, created in Section 24-102.202.5 (2)(a), C.R.S., is connected to the CORE Operations common policy and receives revenue from rebates on statewide price agreements.

In calculating the balance adjustment for the Fund during the setting of the CORE Operations common policy, staff sets a target fund balance pegged to the previous fiscal year's year-end balance, because the upcoming fiscal year's expenditures are unknown at that point in calculations. The Supplier Database Cash Fund was granted a two-year cash fund waiver (FY 2022-23 and FY 2023-24) during the FY 2023-24 figure setting process. As a result, the Fund is currently in compliance with statutory requirements regarding excess uncommitted reserves. The proverbial countdown clock on compliance restarts beginning FY 2024-25, and the Fund is not at risk of a State Controller spending restriction until at least FY 2026-27. JBC staff will continue to monitor and manage the Supplier Database Cash Fund balance through the figure setting process, and will consider a recommendation for a cash fund waiver when it is statutorily necessary.

#### **STATE EMPLOYEE WORKERS' COMPENSATION ACCOUNT – RISK MANAGEMENT FUND**

Revenue in the State Employee Worker's Compensation Account in the Risk Management Fund, created in Section 24-30-1510.7 (1)(a), C.R.S., is statutorily exempt from the uncommitted reserve calculation. Revenue in the Account falls under the definition of non-fee revenue, pursuant to Section 24-75-402 (2)(c)(I) and (2)(e)(VIII), which exempts transfers from other state agencies. Revenue in the Account is exclusively from state agencies and institutions of higher education that pay into the State's Worker's Compensation self-insured policy. As such, no cash fund waiver is necessary for this Account.

#### **→ STAFF-INITIATED SUPPLEMENTAL ANNUALIZATIONS**

**RECOMMENDATION:** Staff recommends the following annualizations of Committee's FY 2023-24 supplemental actions:

- Continuing for FY 2024-25 and ongoing the General Fund to cash funds swap for the Public-Private Collaboration Unit, including an (I) Note and letternote indicating that the cash funds appropriation from the Unused State-owned Real Property Cash Fund are continuously appropriated.
- Continuing for FY 2024-25 and ongoing the \$7,139,900 reappropriated funds increase to the Fuel and Automotive Supplies line item.

#### *ANALYSIS:*

##### **PUBLIC-PRIVATE COLLABORATION UNIT**

The Public-Private Collaboration Unit, authorized by Article 94 of Title 24, C.R.S., was created by S.B. 22-130 (State Entity Authority For Public-private Partnerships). The Unit is tasked with identifying and prioritizing partnership opportunities, providing technical assistance to state agencies, and tracking partnerships. State public entities are allowed to enter into public-private partnerships, pursuant to requirements detailed in Section 24-94-104, C.R.S. The bill also created the Public-Private Partnership Subcommittee of the Economic Development Commission to review proposed partnerships that involve state property beginning September 1, 2022. Additionally, the bill modified the Unused State-owned Real Property Cash Fund to be continuously appropriated for the purposes of supporting the Unit (Section 24-82-102.5 (5)(a), C.R.S.) and authorized the transfer of \$15.0 million General Fund into the Cash Fund. However, a provision in the original statute required the General Assembly to appropriate General Fund for the standard operating expenses of the Unit.

The concept for the bill was originally included in the Governor's FY 2022-23 budget request for the Department of Personnel (BA5). The legislation was discussed during figure setting and the

Committee delayed action on the request pending further discussions regarding the scope and purpose of the legislation. Ultimately, the Committee chose not to sponsor this legislation but did approve a placeholder during the final balancing of the Long Bill Package for the initial \$15.0 million General Fund transfer into the Unused State-owned Real Property Cash Fund. As the bill moved through the legislative process, both Legislative Council Staff and JBC Staff noted in committee documents (e.g., LCS Fiscal Notes and JBC Fiscal Analysis) the change making the Unused State-owned Real Property Cash Fund continuously appropriated. The General Assembly made the policy decision to make the Fund continuously appropriated.

Article 94 of Title 24, C.R.S., was amended by S.B. 23-001 (Authority Of Public-private Collaboration Unit For Housing), authorizing the Unit to seek, accept, and expend gifts, grants, or donations, and expanded the allowable uses of money in the fund to include public projects that provide housing. The bill further authorized the Unit to:

- accept proceeds from real estate transactions and revenue from public-private partnership agreements;
- use real property deeded to the DPA to execute public-private projects that provide housing;
- act as the real estate agent for the DPA in the purchase, transfer, sale, exchange, or disposal of real property;
- enter into agreements for easements, deed restrictions, or leases; and
- use requests for information to solicit public-private projects that provide housing.

Senate Bill 23-001 transferred \$5.0 million from the General Fund and \$8.0 million from the Housing Development Grant Fund to the Unused State-owned Real Property Cash Fund. Lastly, the bill repealed the statutory provision requiring the General Assembly to appropriate General Fund to support the Unit's standard operating expenses. The bill was signed into law by the Governor on May 20, 2023, after the 2023 legislative session was concluded.

### **FUEL AND AUTOMOTIVE SUPPLIES**

The State Fleet Management program is supported by user agency fees deposited in the Motor Fleet Management Fund (Fund) created in Section 24-30-1115, C.R.S. The Fund covers fuel, maintenance, licenses and titles, vehicle lease payments, and accident expenses. To finance these day-to-day operations, the variable rate setting process determines how much state agencies will contribute to the Fund the following fiscal year. All costs of managing and operating the program are billed to state agencies via the variable rates and monthly lease payments.

Fuel prices and maintenance costs have been difficult to predict, and the increase in miles driven associated with the continued post pandemic return to standard operations continues to make setting this line item difficult. Since FY 2021-22, this line item has been annual adjusted through both the figure setting and supplemental processes. Despite these many adjustments, a request for an ongoing base adjustment has not been submitted. In order to head-off future supplemental requests, JBC staff recommends continuing the FY 2023-24 supplemental adjustment of \$7.1 million reappropriated funds spending authority in FY 2024-25 and ongoing. In the out-years, staff will monitor this line item and true-up the spending authority if significant reversions are observed.



## (1) EXECUTIVE DIRECTOR'S OFFICE

The division consists of (A) Department Administration and (B) Statewide Special Purpose.

EXECUTIVE DIRECTOR'S OFFICE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 Appropriation</b>						
S.B. 23-214 (Long Bill)	\$44,561,563	\$19,539,521	\$2,655,855	\$22,366,187	\$0	69.3
H.B. 24-1195 (Supplemental)	4,460,291	474,250	3,121,041	865,000	0	0.0
Other legislation	450,000	450,000	0	0	0	0.0
<b>TOTAL</b>	<b>\$49,471,854</b>	<b>\$20,463,771</b>	<b>\$5,776,896</b>	<b>\$23,231,187</b>	<b>\$0</b>	<b>69.3</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$49,471,854	\$20,463,771	\$5,776,896	\$23,231,187	\$0	69.3
R1a Central services common policies	0	0	0	0	0	0.0
R1b EDO additional staffing	253,125	253,125	0	0	0	2.7
R1c FinOps additional staffing	0	0	0	0	0	0.0
R1d SPCO additional staffing	0	0	0	0	0	0.0
R2 Central payroll staffing	61,647	61,647	0	0	0	0.0
R3 Transition term-limited FTE	64,835	64,835	0	0	0	0.0
R4/BA4 Centralized sustainability office (withdrawn)	0	0	0	0	0	0.0
R6 CDFC grant increases	5,121,400	0	5,121,400	0	0	1.3
R8 SPEG help desk	114,824	114,824	0	0	0	0.0
Staff-initiated Supplemental annualizations	0	(288,034)	288,034	0	0	0.0
Centrally appropriated line items	9,626,600	4,267,005	223,034	5,136,561	0	0.0
Technical adjustments	1,946,997	2,048,041	269,194	(370,238)	0	0.0
Non-prioritized requests	565,385	56,998	508,387	0	0	0.0
Annualize prior year legislation and budget actions	(11,413,808)	(3,013,998)	(3,290,812)	(5,108,998)	0	(6.0)
Indirect cost assessment	(267,567)	0	0	(267,567)	0	0.0
Annualize prior year legislation and budget actions	(1,467,778)	(476,519)	(45,270)	(945,989)	0	0.0
<b>TOTAL</b>	<b>\$54,077,514</b>	<b>\$23,551,695</b>	<b>\$8,850,863</b>	<b>\$21,674,956</b>	<b>\$0</b>	<b>67.3</b>
<b>INCREASE/(DECREASE)</b>	<b>\$4,605,660</b>	<b>\$3,087,924</b>	<b>\$3,073,967</b>	<b>(\$1,556,231)</b>	<b>\$0</b>	<b>(2.0)</b>
Percentage Change	9.3%	15.1%	53.2%	(6.7%)	n/a	(2.9%)
<b>FY 2024-25 EXECUTIVE REQUEST</b>						
Request Above/(Below) Recommendation	\$10,677,771	(\$11,066,772)	\$8,691,825	\$13,052,718	\$0	0.1

## DECISION ITEMS – EXECUTIVE DIRECTOR'S OFFICE

### ➔ R1B EXECUTIVE DIRECTOR'S OFFICE ADDITIONAL STAFFING

*Note: JBC staff has separated into distinct analyses and decisions the various aspects of the original FY 2024-25 R1 request, these elements are discussed in R1a through R1d. The elements in R1b are limited to the staffing request for the EDO.*

**REQUEST:** The Department requests \$368,582 reappropriated funds and 2.8 FTE to rebalance the workload among its staff. The rebalancing will address the needs in the accounting, budget, and contracts units with the appropriation. The goal of the rebalancing will be to reduce the amount of workload and associated overtime for the positions within each unit. The request annualizes to \$377,806 reappropriated funds and 3.0 FTE. The Department requests reappropriated funds based

on the assumption that the transition to a common policy funding methodology (R1a) is approved, otherwise the request would be for General Fund.

**RECOMMENDATION:** Staff recommends an appropriation of **\$253,125 General Fund** and 2.7 FTE for FY 2024-25. The recommendation annualizes to \$318,777 General Fund and 3.0 FTE in FY 2025-26 and ongoing. JBC staff recommendation follows the Committee’s policy for funding new FTE.

R1B EDO ADDITIONAL STAFFING - JBC STAFF RECOMMENDATION		
	FY 2024-25	FY 2025-26 AND ONGOING
Personal services	\$229,659	\$255,177
Operating expenses	23,466	3,840
Centrally appropriated costs	0	59,760
Total	\$253,125	\$318,777
FTE	2.7	3.0

**ANALYSIS:** The Executive Director’s Office (EDO) workload has been affected by recent programmatic additions. New programs such as the Public Private Partnership (FY 2022-23 BA5; S.B. 22-130), Payroll Modernization (FY 2023-24 Capital IT Payroll Modernization, Phase 2), ADA Accommodation (FY 2022-23 R5), the Equity Office (FY 2022-23 R1; H.B. 1397), and Bond Assistance Program and Procurement and Equity (S.B. 23-163), increase the amount of oversight the Office must provide. Generally speaking, budget requests and fiscal analyses do not take into account the marginal cost of administrative and oversight services. The Department also notes an increase from 14 to 17 common policies has increased its workload; additional common policies would drive additional workload, logic would posit. Despite these fractional omissions, over time and as the number of programs increase, so too do the responsibility of the EDO.

The additional workload from new programs has increase the annual workload the EDO. Under the assumption that all else remains even, each additional programs add to the volume of business processes that the EDO must manage. More programs lead to more procurement orders, quarterly reports, and projection analyses. The Departments that the volume of discrete accounting processes has increase by about 800 per year. However, the assumption that all else remains even does not reflect actual circumstances. The Department has experienced an increase in the complexity of business events and changes to accounting reporting standards, which add to staff workload.

EXECUTIVE DIRECTOR'S OFFICE WORKLOAD ASSESSMENT				
WORKLOAD	ESTIMATED ANNUAL WORKLOAD (HOURS)	FTE EQUIVALENT (2,080 HOURS)	ACTUAL FTE	FTE DEFICIENCY
Budgeting	17,225	8.3	7.0	1.3
Accounting	32,084	15.4	13.0	2.4
Procurement	9,620	4.6	3.0	1.6
Total	58,929	28.3	23.0	5.3
Vacancies as of 10/2023				(2.0)
Net staffing need				3.3

The Department reports that their current workload outpaces their available resources. After a staff survey, workload in department budgeting, accounting, and procurement has required existing staff to put in more than the statutorily defined annualized work hours (2,080 hrs.) for a single FTE.

(Section 24-75-112 (1)(d)(I), C.R.S.) The survey estimates EDO staff expend nearly 59,000 hours each year for the aforementioned workload, equivalent to 28.3 FTE. The Department reports it currently has 23.0 FTE with 2 vacancies.<sup>2</sup> The Department requests, and staff recommends, increasing funding for staffing resources to bridge the workload gap.

### → R6 CDFC GRANT INCREASE

*REQUEST:* The Department requests an increase of \$14.1 million cash funds from the Disability Support Fund and 1.3 FTE in FY 2024-25 to allow the Colorado Disability Funding Committee (CDFC) to increase the number and amount of grants awarded, and for additional staff to support the growth of CDFC grants. The request annualizes to \$7.1 million cash funds and 1.4 FTE in FY 2025-26 and ongoing.

Additionally, the Department requests a technical correction to the letternote associated with the line item providing funding to the CDFC, to correctly identify that \$100,000 of the appropriation is from the Disabled Parking Education and Enforcement Fund.

*RECOMMENDATION:* **Staff recommends an appropriation of \$5,121,400 cash funds** from the Disability Support Fund and 1.3 FTE in FY 2024-25. The recommendation annualizes \$5,139,070 cash funds and 1.4 FTE in FY 2025-26 and ongoing.

R6 CDFC GRANT INCREASE - JBC STAFF RECOMMENDATION		
COST COMPONENT	FY 2024-25	FY 2025-26 AND ONGOING
Personal services	\$103,889	\$110,222
Operating costs	8,334	1,792
Centrally appropriated costs	9,177	27,056
Grants	5,000,000	5,000,000
Total	\$5,121,400	\$5,139,070
FTE	1.3	1.4

Further, staff recommends the requested technical correction to the letternote.

*ANALYSIS:* The Colorado Disability Funding Committee, created in Section 24-30-2203, C.R.S., is tasked with the implementation of the Laura Hershey Disability Support Act, which provides education, direct assistance, and advocacy for people with disabilities eligible for Social Security Disability Insurance, Supplemental Security Income, and Long-term Medicaid. The Committee is made up of 13 members appointed by the Governor. Statute dictates that the majority of Committee members are persons with disabilities, persons with immediate family members who are persons with disabilities, or persons who are care-givers to a family member who is a person with disabilities. The purpose of the Committee is to:

- fund a nonprofit entity to provide assistance to people with disabilities in obtaining or retaining benefits;
- fund projects or programs that study or pilot new and innovative ideas that will lead to an improved quality of life or increased independence for persons with disabilities; and

<sup>2</sup> Reported in the Department's response to FY 2023-24 Multi-Department Request for Information #1. (submitted Nov. 15, 2023)

- generate revenue through the sale of registration numbers for license plates as outlined in Sections 24-30-2206 and 24-30-2207, C.R.S., and may also generate revenue through gifts, grants, and donations.

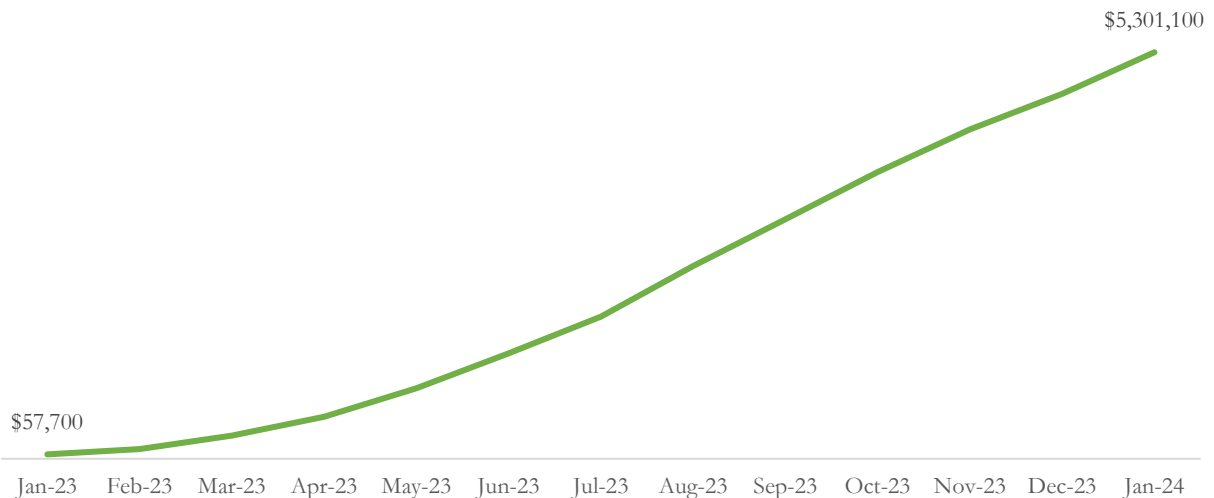
### DISABILITY SUPPORT FUND

The Disability Support Fund is created in Section 24-30-2205.5 (1), C.R.S., to support the operations of the Colorado Disability Funding Committee. Revenue in the Fund is from a variety of sources, including fees from the sale of registration numbers for personalized plates, configurations, and previously retired plate styles.

Senate Bill 21-069 (License Plate Expiration On Change Of Ownership) authorized the Department of Revenue (DOR) to issue license plate backgrounds for passenger cars and trucks in a previously retired style (white alpha-numerals on a background of green mountains and white sky) for additional fees. The previously retired style is available to applicants who pay taxes and fees charged for regular motor vehicle plates, plus an annual fee of \$25 to defray the costs of producing and issuing the plates, a \$25 one-time fee, and a \$25 fee for plate personalization. The annual fees were transferred to the Disability Support Fund.

Senate Bill 22-217 (Programs That Benefit Persons With Disabilities) required the DOR to offer an additional three styles of previously retired license plate backgrounds. These all use white alpha-numerals on solid black, blue, and red backgrounds. The bill also aligned fees for all four previously retired backgrounds at \$25 per year, which is transferred to the Disability Support Fund. The increase in revenue began in FY 2021-22 after the release of the first retired style; however, revenue has since grown significantly after the enactment of SB 22-217. The Black background in particular exceeded original revenue estimates, while the Blue and Red backgrounds have met estimates.

Revenue from the sale of specialized license plate backgrounds has driven substantial revenue growth in the Disability Support Fund. Based on average monthly revenue of \$561,046, the Fund is projected to receive \$8.1 million in FY 2023-24.



### INCREASING CDFC GRANTS AND GRANT SUPPORT

The Department and the Colorado Disability Funding Commission are seeking an increase in cash fund spending authority to increase the number and amount of grant awards. Historically, the CDFC

has awarded an average of four grants per year totaling \$70,188. A greater number of grants awarded will mean that more applicants will be funded and have the opportunity to serve the disability community.

COLORADO DISABILITY FUNDING COMMITTEE GRANT AWARD HISTORY		
	GRANTS AWARDED	AMOUNT
FY 2016-17	3	\$20,000
FY 2017-18	4	30,000
FY 2018-19	6	50,000
FY 2019-20	0	0
FY 2020-21	4	40,000
FY 2021-22	6	60,000
FY 2022-23	8	269,000
FY 2023-24 (to date)	1	92,500
Average	4	\$70,188

In the most recent grant application cycle, which closed January 31, 2024, the CDFC received 83 grants totaling \$3.4 million in requested funding. The CDFC plans to award up to \$500,000 worth of grants. The Department's request seeks to scale up the CDFC grant program to address quality of life, independence, and financial stability for Coloradans with disabilities.

The request includes additional staffing resources to support the increased grant workload. The Department is requesting a full-time Accountant I (1.0 FTE) to provide greater support and oversight of the grants. The increase in revenue coming into the Disability Support Fund requires more frequent monitoring and the modification of operating reports to address more complex data. The amount of time to research and advise on information relating to activity in the Fund has also increased. Recent changes in accounting standards now mandate that agencies cannot recognize expenses on grants until the funds are spent. Now when grants are awarded, they must be recorded as an advance on the balance sheet. In addition to the accountant, the Department is request sufficient funding to make a part-time policy advisor and coordinator a full-time position (0.4 FTE).

DISABILITY SUPPORT FUND CASH FLOW ANALYSIS				
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Beginning balance	\$358,710	\$447,507	\$1,333,377	\$6,062,213
Revenue	151,276	1,050,934	8,132,632	6,506,106
Expenditures	(62,479)	(165,064)	(3,403,796)	(5,121,400)
Ending balance	\$447,507	\$1,333,377	\$6,062,213	\$7,446,919

\* Data from the Fund's Sched. 9 and staff projections.

The JBC staff recommendation is for less than the request because staff projections of the balance of the Disability Support Fund do not support the level of requested spending. As shown in the above table, the projected FY 2023-24 ending balance is \$6.1 million, less than half the spending authority requested by the Department. Additionally, staff has seen no evidence support the CDFC's ability to immediately reach the scale of this request. It takes time and experience to be able to manage and operate a grant program of the envisioned size, which is several orders of magnitude greater than the current grant program. A more measured and methodical growth in the CDFC's grant program is advised.

## → R8 SPEP HELP DESK

**REQUEST:** The Department requests \$114,824 General Fund in FY 2024-25 to implement the State Procurement Equity Program (SPEP) help desk. The request annualizes to \$38,275 General Fund in FY 2025-26 and ongoing. There is a corresponding non-prioritized request in the Governor’s Office of Information Technology.

**RECOMMENDATION:** **Staff recommends approval of the request** and associated non-prioritized request.

**ANALYSIS:** The State Procurement Equity Program, created in Section 24-103-1104 (1)(a), C.R.S., requires the Department to provide procurement solicitation assistance through a help desk (24-103-1104 (2)(a), C.R.S.). The Program was created by S.B. 22-163 (Establish State Procurement Equity Program) to work with stakeholders towards the goal of reducing disparities between the availability of historically underutilized businesses and the utilization of such businesses in state procurement. Other duties of the program include:

- providing solicitation assistance through a help desk;
- creating a bond assistance program to offset a small business’ cost in obtaining a surety bond;
- implementing or pursuing such other recommendations in the state disparity study report commissioned by Senate Bill 19-135 that can be accomplished within existing appropriations; and
- reporting on the program’s preliminary implementation at DPA’s 2025 SMART Act hearing.

The bill transferred \$2.0 million General Fund to the new Bond Assistance Program Cash Fund, which is continuously appropriated to the department to administer the bond assistance program. In order to track usage of solicitation assistance and follow up with recipients of the solicitation assistance, the Department received an appropriation of \$114,824 General Fund for payments to the Governor’s Office of Information Technology (OIT) to implement help desk software. Due to a delay in hiring staff the program was unable to spend this amount within FY 2022-23 and the full funding was reverted. To comply with statute, the Department needs to procure help desk software.

Ongoing funding of \$38,000 in FY 2025-26 and beyond will support the continued use and maintenance of the software. The implementation of the help desk will allow the Department to collect data on whether solicitation assistance results in awarded state contracts, and whether the amount of resources dedicated to the provision of solicitation assistance meets demand.

## LINE ITEM DETAIL – EXECUTIVE DIRECTOR’S OFFICE

### (A) DEPARTMENT ADMINISTRATION

Department Administration provides policy direction and administrative support services to all divisions within the Department. Cash funds and reappropriated funds are provided from user fees from non-state agencies and user fees from state agencies and indirect cost recoveries, respectively. General Fund pays for the share of administrative overhead attributable to General Funded programs. Available indirect cost recoveries offset General Fund, which adjusts in response due to the annual adjustment of indirect cost recoveries available for the year.

## PERSONAL SERVICES

This line item funds the FTE in Department Administration, including the Executive Director, accounting, budget, purchasing, human resources, and general support staff. Cash funds are provided from user fees from non-state agencies. Reappropriated funds are provided from user fees from state agencies and indirect cost recoveries. The workload for staff supported by this line item is driven by the number of Department employees and the Department's overarching responsibility for statewide human resources policy, statewide compensation and operating common policies, and delivery of central business services.

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

*REQUEST:* The Department requests an appropriation of \$2.7 million total funds, including \$164,611 cash funds from the Disability Support Fund, and \$2.5 million reappropriated funds from user fees collected from other state agencies, and 22.4 FTE.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below**, which includes staff's recommendations for the R1a, R1b, and R6 requests. The technical adjustment increases General Fund to account for fewer reappropriated funds from indirect cost recoveries.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$2,036,095	\$0	\$57,774	\$1,978,321	\$0	18.3
<b>TOTAL</b>	<b>\$2,036,095</b>	<b>\$0</b>	<b>\$57,774</b>	<b>\$1,978,321</b>	<b>\$0</b>	<b>18.3</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$2,036,095	\$0	\$57,774	\$1,978,321	\$0	18.3
Annualize prior year legislation and budget actions	266,119	266,119	0	0	0	0.0
R1b EDO additional staffing	229,659	229,659	0	0	0	2.7
R6 CDFC grant increases	103,889	0	103,889	0	0	1.3
Technical adjustments	0	324,988	0	(324,988)	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$2,635,762</b>	<b>\$820,766</b>	<b>\$161,663</b>	<b>\$1,653,333</b>	<b>\$0</b>	<b>22.3</b>
<b>INCREASE/(DECREASE)</b>	<b>\$599,667</b>	<b>\$820,766</b>	<b>\$103,889</b>	<b>(\$324,988)</b>	<b>\$0</b>	<b>4.0</b>
Percentage Change	29.5%	n/a	179.8%	(16.4%)	n/a	21.9%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$2,697,201</b>	<b>\$0</b>	<b>\$164,611</b>	<b>\$2,532,590</b>	<b>\$0</b>	<b>22.4</b>
Request Above/(Below) Recommendation	\$61,439	(\$820,766)	\$2,948	\$879,257	\$0	0.1

**HEALTH, LIFE, AND DENTAL**

This line item provides funding for the employer's share of the cost of group benefit plans providing health, life, and dental insurance for state employees.

*STATUTORY AUTHORITY:* Sections 24-50-603 (9) and 24-50-611, C.R.S.

*REQUEST:* The Department requests an appropriation of \$7.1 million total funds, including \$1.5 million General Fund, \$0.2 million cash funds from various sources, and \$5.4 million reappropriated funds from user fees collected from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee's decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, HEALTH, LIFE, AND DENTAL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATE D FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
	\$6,388,40					
S.B. 23-214 (Long Bill)	9	\$2,796,088	\$217,065	\$3,375,256	\$0	0.0
H.B. 24-1195 (Supplemental)	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$6,388,40</b>	<b>\$2,796,088</b>	<b>\$217,065</b>	<b>\$3,375,256</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
	\$6,388,40					
FY 2023-24 Appropriation	9	\$2,796,088	\$217,065	\$3,375,256	\$0	0.0
Centrally appropriated line items	522,360	386,571	(2,693)	138,482	0	0.0
R2 Central payroll staffing	35,805	35,805	0	0	0	0.0
R3 Transition term-limited FTE	29,838	29,838	0	0	0	0.0
R6 CDFC grant increases	4,774	0	4,774	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
R4/BA4 Centralized sustainability office (withdrawn)	0	0	0	0	0	0.0
Technical adjustments	0	0	0	0	0	0.0
R1b EDO additional staffing	0	0	0	0	0	0.0
R1c FinOps additional staffing	0	0	0	0	0	0.0
R1d SPCO additional staffing	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(20,000)	20,000	(40,000)	0	0	0.0
<b>TOTAL</b>	<b>\$6,961,186</b>	<b>\$3,268,302</b>	<b>\$179,146</b>	<b>\$3,513,738</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$572,777</b>	<b>\$472,214</b>	<b>(\$37,919)</b>	<b>\$138,482</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	9.0%	16.9%	(17.5%)	4.1%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$7,127,631</b>	<b>\$1,470,760</b>	<b>\$208,935</b>	<b>\$5,447,936</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$166,445	(\$1,797,542)	\$29,789	\$1,934,198	\$0	0.0



**SHORT-TERM DISABILITY**

This line item provides funding for the employer's share of state employees' short-term disability insurance premiums.

*STATUTORY AUTHORITY:* Sections 24-50-603 (13) and 24-50-611, C.R.S.

*REQUEST:* The Department requests an appropriation of \$59,522 total funds, including \$13,728 General Fund, \$2,093 cash funds from various sources, and \$43,701 reappropriated funds from user fees collected from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee's decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, SHORT-TERM DISABILITY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$54,613	\$27,122	\$1,639	\$25,852	\$0	0.0
H.B. 24-1195 (Supplemental)	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$54,613</b>	<b>\$27,122</b>	<b>\$1,639</b>	<b>\$25,852</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$54,613	\$27,122	\$1,639	\$25,852	\$0	0.0
Centrally appropriated line items	1,837	(1,091)	469	2,459	0	0.0
R2 Central payroll staffing	390	390	0	0	0	0.0
R3 Transition term-limited FTE	279	279	0	0	0	0.0
R6 CDFC grant increases	66	0	66	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
R4/BA4 Centralized sustainability office (withdrawn)	0	0	0	0	0	0.0
R1b EDO additional staffing	0	0	0	0	0	0.0
R1c FinOps additional staffing	0	0	0	0	0	0.0
R1d SPCO additional staffing	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(166)	166	(332)	0	0	0.0
<b>TOTAL</b>	<b>\$57,019</b>	<b>\$26,866</b>	<b>\$1,842</b>	<b>\$28,311</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$2,406</b>	<b>(\$256)</b>	<b>\$203</b>	<b>\$2,459</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	4.4%	(0.9%)	12.4%	9.5%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$59,522</b>	<b>\$13,728</b>	<b>\$2,093</b>	<b>\$43,701</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$2,503	(\$13,138)	\$251	\$15,390	\$0	0.0

**PAID FAMILY AND MEDICAL LEAVE INSURANCE**

Colorado Proposition 118, Paid Family Medical Leave Initiative, was approved by voters in November 2020 and created a paid family and medical leave insurance program for all Colorado employees administered by the Colorado Department of Labor and Employment. This requires employers and employees in Colorado to pay a payroll premium (.90 percent with a minimum of half paid by the

employer) to finance paid family and medical leave insurance benefits beginning January 1, 2023. It will finance up to 12 weeks of paid family and medical leave to eligible employees beginning January 1, 2024.

*STATUTORY AUTHORITY:* Section 8-13.3-516, C.R.S.

*REQUEST:* The Department requests an appropriation of \$178,470 total funds, including \$41,115 General Fund, \$6,251 cash funds from various sources, and \$131,104 reappropriated funds from user fees collected from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee’s decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PAID FAMILY MEDICAL LEAVE INSURANCE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
No appropriation	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$0	\$0	\$0	\$0	\$0	0.0
Centrally appropriated line items	168,853	78,094	5,825	84,934	0	0.0
R2 Central payroll staffing	1,096	1,096	0	0	0	0.0
R3 Transition term-limited FTE	785	785	0	0	0	0.0
R6 CDFC grant increases	187	0	187	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
R4/BA4 Centralized sustainability office (withdrawn)	0	0	0	0	0	0.0
R1b EDO additional staffing	0	0	0	0	0	0.0
R1c FinOps additional staffing	0	0	0	0	0	0.0
R1d SPCO additional staffing	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$170,921</b>	<b>\$79,975</b>	<b>\$6,012</b>	<b>\$84,934</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$170,921</b>	<b>\$79,975</b>	<b>\$6,012</b>	<b>\$84,934</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	n/a	n/a	n/a	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$178,470</b>	<b>\$41,115</b>	<b>\$6,251</b>	<b>\$131,104</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$7,549	(\$38,860)	\$239	\$46,170	\$0	0.0

#### ~~S.B. 04-257 AMORTIZATION EQUALIZATION DISBURSEMENT [REMOVE LINE ITEM]~~

Pursuant to S.B. 04-257, this line item provides additional funding to increase the State contribution for the Public Employees' Retirement Association (PERA).

*STATUTORY AUTHORITY:* Section 24-51-411, C.R.S.

**REQUEST:** The Department requests an appropriation of \$2.0 million total funds, including \$456,839 million General Fund, \$69,453 cash funds from various sources, and \$1.5 million reappropriated funds from user fees collected from other state agencies.

**RECOMMENDATION:** Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee’s decision on compensation common policies. This line item will no longer appear in the Long Bill, its appropriations are now contained within the Unfunded Liability Amortization Equalization Disbursement Payments line item below.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, S.B. 04-257 AMORTIZATION EQUALIZATION DISBURSEMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$1,815,755	\$894,591	\$54,722	\$866,442	\$0	0.0
H.B. 24-1195 (Supplemental)	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$1,815,755</b>	<b>\$894,591</b>	<b>\$54,722</b>	<b>\$866,442</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$1,815,755	\$894,591	\$54,722	\$866,442	\$0	0.0
Centrally appropriated line items	60,394	(26,880)	10,002	77,272	0	0.0
R2 Central payroll staffing	0	0	0	0	0	0.0
R3 Transition term-limited FTE	0	0	0	0	0	0.0
R4/BA4 Centralized sustainability office (withdrawn)	0	0	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
R6 CDFC grant increases	0	0	0	0	0	0.0
R1b EDO additional staffing	0	0	0	0	0	0.0
R1c FinOps additional staffing	0	0	0	0	0	0.0
R1d SPCO additional staffing	0	0	0	0	0	0.0
Technical adjustments	(1,876,149)	(867,711)	(64,724)	(943,714)	0	0.0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$1,815,755)</b>	<b>(\$894,591)</b>	<b>(\$54,722)</b>	<b>(\$866,442)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(100.0%)	(100.0%)	(100.0%)	(100.0%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$1,983,003</b>	<b>\$456,839</b>	<b>\$69,453</b>	<b>\$1,456,711</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$1,983,003	\$456,839	\$69,453	\$1,456,711	\$0	0.0

#### ~~S.B. 06-235 SUPPLEMENTAL AMORTIZATION EQUALIZATION DISBURSEMENT~~

[REMOVE LINE ITEM]

Pursuant to S.B. 06-235, this line item provides additional funding to increase the State contribution for PERA from money that would otherwise fund employee increases.

*STATUTORY AUTHORITY:* Section 24-51-411, C.R.S.

**REQUEST:** The Department requests an appropriation of \$2.0 million total funds, including \$456,839 million General Fund, \$69,453 cash funds from various sources, and \$1.5 million reappropriated funds from user fees collected from other state agencies.

**RECOMMENDATION:** Staff recommends the following appropriation, reflected in the table below, in accordance with the Committee’s decision on compensation common policies. This line item will no longer appear in the Long Bill, its appropriations are now contained within the Unfunded Liability Amortization Equalization Disbursement Payments line item below.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, S.B. 06-235 SUPPLEMENTAL AMORTIZATION EQUALIZATION DISBURSEMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$1,815,755	\$894,591	\$54,722	\$866,442	\$0	0.0
H.B. 24-1195 (Supplemental)	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$1,815,755</b>	<b>\$894,591</b>	<b>\$54,722</b>	<b>\$866,442</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$1,815,755	\$894,591	\$54,722	\$866,442	\$0	0.0
Centrally appropriated line items	60,394	(26,880)	10,002	77,272	0	0.0
R4/BA4 Centralized sustainability office (withdrawn)	0	0	0	0	0	0.0
R2 Central payroll staffing	0	0	0	0	0	0.0
R3 Transition term-limited FTE	0	0	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
R6 CDFC grant increases	0	0	0	0	0	0.0
R1b EDO additional staffing	0	0	0	0	0	0.0
R1c FinOps additional staffing	0	0	0	0	0	0.0
R1d SPCO additional staffing	0	0	0	0	0	0.0
Technical adjustments	(1,876,149)	(867,711)	(64,724)	(943,714)	0	0.0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$1,815,755)</b>	<b>(\$894,591)</b>	<b>(\$54,722)</b>	<b>(\$866,442)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(100.0%)	(100.0%)	(100.0%)	(100.0%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$1,983,003</b>	<b>\$456,839</b>	<b>\$69,453</b>	<b>\$1,456,711</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$1,983,003	\$456,839	\$69,453	\$1,456,711	\$0	0.0

#### UNFUNDED LIABILITY AMORTIZATION EQUALIZATION DISBURSEMENT PAYMENTS

This line item provides funding for amortization and supplemental amortization payments to increase the funded status of the Public Employees’ Retirement Association (PERA).

*STATUTORY AUTHORITY:* Section 24-51-411, C.R.S.

*REQUEST:* This is a new line item created as a result of a JBC staff recommendation and, as such, the table below reflects zeroes for the Department’s request. However, the Department request for this line is the combination of the requests for the previous two line items (AED and SAED), which is an appropriation of \$4.0 million total funds, including \$1.0 million General Fund, \$0.1 million cash funds, and \$2.9 million reappropriated funds for FY 2024-25.

**RECOMMENDATION:** Staff recommends the following appropriation, reflected in the table below, in accordance with the Committee’s decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make

regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, UNFUNDED LIABILITY AMORTIZATION EQUALIZATION DISBURSEMENT PAYMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATE D FUNDS	FEDERA L FUNDS	FT E
FY 2023-24 APPROPRIATION						
No appropriation	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$0	\$0	\$0	\$0	\$0	0.0
Technical adjustments	\$3,752,298	\$1,735,422	\$129,448	\$1,887,428	\$0	0.0
R2 Central payroll staffing	24,356	24,356	0	0	0	0.0
Centrally appropriated line items	19,544	0	19,544	0	0	0.0
R3 Transition term-limited FTE	17,433	17,433	0	0	0	0.0
R6 CDFC grant increases	4,150	0	4,150	0	0	0.0
R4/BA4 Centralized sustainability office (withdrawn)	0	0	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
R1b EDO additional staffing	0	0	0	0	0	0.0
R1c FinOps additional staffing	0	0	0	0	0	0.0
R1d SPCO additional staffing	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(9,771)	9,771	(19,542)	0	0	0.0
<b>TOTAL</b>	<b>\$3,808,010</b>	<b>\$1,786,982</b>	<b>\$133,600</b>	<b>\$1,887,428</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$3,808,010</b>	<b>\$1,786,982</b>	<b>\$133,600</b>	<b>\$1,887,428</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	n/a	n/a	n/a	n/a	n/a	n/a
Request Above/(Below) Recommendation	(\$3,808,010)	(\$1,786,982)	(\$133,600)	(\$1,887,428)	\$0	0.0

## SALARY SURVEY

The Department uses this line item to pay for annual increases for salary survey and senior executive service positions. Salary survey increases may include across-the-board increases, movement to minimum related to salary range adjustments, and specified classification increases.

*STATUTORY AUTHORITY:* Section 24-50-104, C.R.S.

*REQUEST:* The Department requests \$2.5 million total funds, including \$0.9 million General Fund, \$67,574 cash funds cash funds from various sources, and \$1.5 million reappropriated funds from user fees collected from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee's decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, SALARY SURVEY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATE D FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$1,929,591	\$838,534	\$63,008	\$1,028,049	\$0	0.0
<b>TOTAL</b>	<b>\$1,929,591</b>	<b>\$838,534</b>	<b>\$63,008</b>	<b>\$1,028,049</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$1,929,591	\$838,534	\$63,008	\$1,028,049	\$0	0.0
Centrally appropriated line items	1,423,244	668,973	49,899	704,372	0	0.0
Technical adjustments	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(1,929,591)	(838,534)	(63,008)	(1,028,049)	0	0.0
<b>TOTAL</b>	<b>\$1,423,244</b>	<b>\$668,973</b>	<b>\$49,899</b>	<b>\$704,372</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$506,347)</b>	<b>(\$169,561)</b>	<b>(\$13,109)</b>	<b>(\$323,677)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(26.2%)	(20.2%)	(20.8%)	(31.5%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$2,457,840</b>	<b>\$905,824</b>	<b>\$67,574</b>	<b>\$1,484,442</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$1,034,596	\$236,851	\$17,675	\$780,070	\$0	0.0

**STEP PAY [NEW LINE ITEM]**

This line item provides detail on the amount of funding appropriated to each department as a result of the step pay plan. The step pay plan takes effect in FY 2024-25 and is a result of negotiations between the State of Colorado and Colorado Workers for Innovative and New Solutions (COWINS).

*STATUTORY AUTHORITY:* None

*REQUEST:* This is a new line item created as a result of a JBC staff recommendation and, as such, the table below reflects zeroes for the Department's request. The Department's request for appropriations related to the step pay plan are embedded in their request for the Salary Survey line item. As such, a portion of the amount requested for Salary Survey is related to the step pay plan.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee's decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, STEP PAY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
No appropriation	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$0	\$0	\$0	\$0	\$0	0.0

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, STEP PAY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Centrally appropriated line items	\$1,116,367	\$275,286	\$20,542	\$820,539	\$0	0.0
<b>TOTAL</b>	<b>\$1,116,367</b>	<b>\$275,286</b>	<b>\$20,542</b>	<b>\$820,539</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$1,116,367</b>	<b>\$275,286</b>	<b>\$20,542</b>	<b>\$820,539</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	n/a	n/a	n/a	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	(\$1,116,367)	(\$275,286)	(\$20,542)	(\$820,539)	\$0	0.0

### PERA DIRECT DISTRIBUTION

This line item is included as a common policy allocation payment for the state portion of the PERA Direct Distribution created in Section 24-51-414, C.R.S., enacted in S.B. 18-200.

*STATUTORY AUTHORITY:* Section 24-51-414 (2), C.R.S.

*REQUEST:* The Department requests an appropriation of \$693,598 total funds, including \$123,752 General Fund, \$23,928 cash funds from various sources, and \$545,918 reappropriated funds from user fees collected from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee's decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PERA DIRECT DISTRIBUTION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$101,223	\$45,730	\$3,296	\$52,197	\$0	0.0
<b>TOTAL</b>	<b>\$101,223</b>	<b>\$45,730</b>	<b>\$3,296</b>	<b>\$52,197</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$101,223	\$45,730	\$3,296	\$52,197	\$0	0.0
Centrally appropriated line items	587,138	272,634	20,451	294,053	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$688,361</b>	<b>\$318,364</b>	<b>\$23,747</b>	<b>\$346,250</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$587,138</b>	<b>\$272,634</b>	<b>\$20,451</b>	<b>\$294,053</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	580.0%	596.2%	620.5%	563.4%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$693,598</b>	<b>\$123,752</b>	<b>\$23,928</b>	<b>\$545,918</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$5,237	(\$194,612)	\$181	\$199,668	\$0	0.0

### TEMPORARY EMPLOYEES RELATED TO AUTHORIZED LEAVE

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

*STATUTORY AUTHORITY:* Not applicable

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

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

#### SHIFT DIFFERENTIAL

This line item is used to pay for the incremental costs associated with higher compensation rates for employees who work after regular working hours.

*STATUTORY AUTHORITY:* Section 24-50-104 (1)(a), C.R.S.

*REQUEST:* The Department requests \$80,006 reappropriated funds from user fees collected from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee's decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, SHIFT DIFFERENTIAL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$40,821	\$0	\$0	\$40,821	\$0	0.0
<b>TOTAL</b>	<b>\$40,821</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,821</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$40,821	\$0	\$0	\$40,821	\$0	0.0
Centrally appropriated line items	29,969	0	0	29,969	0	0.0
<b>TOTAL</b>	<b>\$70,790</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,790</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$29,969</b>	<b>\$0</b>	<b>\$0</b>	<b>\$29,969</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	73.4%	n/a	n/a	73.4%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$80,006</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,006</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$9,216	\$0	\$0	\$9,216	\$0	0.0

#### WORKERS' COMPENSATION

This line item is used to pay the Department's estimated share for inclusion in the State's workers' compensation program for state employees.

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



**REQUEST:** The Department requests \$408,429 total funds, including \$41,174 General Fund, \$12,343 cash funds from various source, and \$354,912 reappropriated funds from user fees collected from other state agencies.

**RECOMMENDATION:** Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee’s decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, WORKERS' COMPENSATION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$281,995	\$90,991	\$8,265	\$182,739	\$0	0.0
<b>TOTAL</b>	<b>\$281,995</b>	<b>\$90,991</b>	<b>\$8,265</b>	<b>\$182,739</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$281,995	\$90,991	\$8,265	\$182,739	\$0	0.0
Centrally appropriated line items	114,127	36,825	3,345	73,957	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
Technical adjustments	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$396,122</b>	<b>\$127,816</b>	<b>\$11,610</b>	<b>\$256,696</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$114,127</b>	<b>\$36,825</b>	<b>\$3,345</b>	<b>\$73,957</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	40.5%	40.5%	40.5%	40.5%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$408,429</b>	<b>\$41,174</b>	<b>\$12,343</b>	<b>\$354,912</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$12,307	(\$86,642)	\$733	\$98,216	\$0	0.0

## OPERATING EXPENSES

This line item funds operating expenses for Department Administration.

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

**REQUEST:** The Department requests a continuation appropriation of \$136,191 total funds, including \$10,445 cash funds and \$125,746 reappropriated funds.

**RECOMMENDATION:** Staff **recommends the following appropriation, reflected in the table below**.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$103,192	\$0	\$475	\$102,717	\$0	0.0
<b>TOTAL</b>	<b>\$103,192</b>	<b>\$0</b>	<b>\$475</b>	<b>\$102,717</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 Appropriation	\$103,192	\$0	\$475	\$102,717	\$0	0.0
R1b EDO additional staffing	23,466	23,466	0	0	0	0.0
R6 CDFC grant increases	8,334	0	8,334	0	0	0.0
Technical adjustments	0	15,103	0	(15,103)	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$134,992</b>	<b>\$38,569</b>	<b>\$8,809</b>	<b>\$87,614</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$31,800</b>	<b>\$38,569</b>	<b>\$8,334</b>	<b>(\$15,103)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	30.8%	n/a	1,754.5%	(14.7%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$136,191</b>	<b>\$0</b>	<b>\$10,445</b>	<b>\$125,746</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$1,199	(\$38,569)	\$1,636	\$38,132	\$0	0.0

### LEGAL SERVICES

This line item provides funding for the Department to purchase legal services from the Department of Law.

*STATUTORY AUTHORITY:* Sections 24-31-101 (1)(a), 24-31-111, and 24-75-112 (1)(i), C.R.S.

*REQUEST:* The Department requests \$455,371 total funds, including \$101,168 General Fund, \$6,088 cash funds from various sources, and \$348,115 reappropriated funds from user fees collected from other state agencies. The request includes a common policy adjustment for the rate for legal services.

*RECOMMENDATION:* Staff **recommendation is pending** the Committee common policy decision for this line item. JBC staff requests permission to reflect Committee action for all pending line items. The following table summarizes the Department's request.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$768,089	\$605,529	\$106,374	\$56,186	\$0	0.0
<b>TOTAL</b>	<b>\$768,089</b>	<b>\$605,529</b>	<b>\$106,374</b>	<b>\$56,186</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$768,089	\$605,529	\$106,374	\$56,186	\$0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
Centrally appropriated line items	(312,718)	(186,996)	(100,286)	(25,436)	0	0.0
<b>TOTAL</b>	<b>\$455,371</b>	<b>\$418,533</b>	<b>\$6,088</b>	<b>\$30,750</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$312,718)</b>	<b>(\$186,996)</b>	<b>(\$100,286)</b>	<b>(\$25,436)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(40.7%)	(30.9%)	(94.3%)	(45.3%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$455,371</b>	<b>\$101,168</b>	<b>\$6,088</b>	<b>\$348,115</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	(\$317,365)	\$0	\$317,365	\$0	0.0

**PAYMENT TO RISK MANAGEMENT AND PROPERTY FUNDS**

This line item provides funding for the Department's share of liability and property insurance from Risk Management.

*STATUTORY AUTHORITY:* Section 24-30-1510 and 24-30-1510.5, C.R.S.

*REQUEST:* The Department requests an appropriation of \$2.1 million total funds, including \$0.2 million General Fund, \$63,599 cash funds from various sources, and \$1.8 million reappropriated funds from user fees from other state agencies. The request includes common policy adjustments.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee's decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PAYMENT TO RISK MANAGEMENT AND PROPERTY FUNDS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FT E
FY 2023-24 APPROPRIATION						
	\$1,104,09					
S.B. 23-214 (Long Bill)	4	\$356,256	\$32,363	\$715,475	\$0	0.0
H.B. 24-1195 (Supplemental)	\$349,513	\$137,113	\$212,400	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$1,453,60</b>	<b>7</b>	<b>\$493,369</b>	<b>\$244,763</b>	<b>\$715,475</b>	<b>\$0 0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
	\$1,453,60					
FY 2023-24 Appropriation	7	\$493,369	\$244,763	\$715,475	\$0	0.0
Centrally appropriated line items	1,092,753	352,596	32,031	708,126	0	0.0
RIa Central services common policies	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(349,513)	(137,113)	(212,400)	0	0	0.0
<b>TOTAL</b>	<b>\$2,196,84</b>	<b>7</b>	<b>\$708,852</b>	<b>\$64,394</b>	<b>\$1,423,601</b>	<b>\$0 0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$743,240</b>	<b>\$215,483</b>	<b>(\$180,369)</b>	<b>\$708,126</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	51.1%	43.7%	(73.7%)	99.0%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$2,104,311</b>	<b>\$212,140</b>	<b>\$63,599</b>	<b>\$1,828,572</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	(\$92,536)	(\$496,712)	(\$795)	\$404,971	\$0	0.0

**VEHICLE LEASE PAYMENTS**

This line item provides funding for payments to Fleet Management for the cost of the Fleet Management program administration and lease-purchase payments for Department vehicles.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (2) and 24-30-1117, C.R.S.

**REQUEST:** The Department requests \$278,300 total funds, including \$417 cash funds from various sources and \$277,883 reappropriated funds from user fees collected from other state agencies. The request includes adjustments for the Annual Fleet Vehicle Request that includes reflecting lease payments for vehicles assigned to the Department in this appropriation.

**RECOMMENDATION:** Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee’s decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, VEHICLE LEASE PAYMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$244,250	\$0	\$113	\$244,137	\$0	0.0
H.B. 24-1195 (Supplemental)	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$244,250</b>	<b>\$0</b>	<b>\$113</b>	<b>\$244,137</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$244,250	\$0	\$113	\$244,137	\$0	0.0
Centrally appropriated line items	34,050	0	304	33,746	0	0.0
<b>TOTAL</b>	<b>\$278,300</b>	<b>\$0</b>	<b>\$417</b>	<b>\$277,883</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$34,050</b>	<b>\$0</b>	<b>\$304</b>	<b>\$33,746</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	13.9%	n/a	269.0%	13.8%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$278,300</b>	<b>\$0</b>	<b>\$417</b>	<b>\$277,883</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## LEASED SPACE

This line item funds the Department's lease obligations for private office space and other facilities that are not State-owned.

**STATUTORY AUTHORITY:** Section 24-30-1303 (1)(a), C.R.S.

**REQUEST:** The Department requests a continuation appropriation of \$367,836 reappropriated funds from user fees collected from other state agencies.

**RECOMMENDATION:** Staff **recommends the following appropriation, reflected in the table below**.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, LEASED SPACE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$353,886	\$0	\$0	\$353,886	\$0	0.0

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, LEASED SPACE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>TOTAL</b>	<b>\$353,886</b>	<b>\$0</b>	<b>\$0</b>	<b>\$353,886</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$353,886	\$0	\$0	\$353,886	\$0	0.0
R3 Transition term-limited FTE	16,500	16,500	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$370,386</b>	<b>\$16,500</b>	<b>\$0</b>	<b>\$353,886</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$16,500</b>	<b>\$16,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	4.7%	n/a	n/a	0.0%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$367,836</b>	<b>\$0</b>	<b>\$0</b>	<b>\$367,836</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	(\$2,550)	(\$16,500)	\$0	\$13,950	\$0	0.0

### CAPITOL COMPLEX LEASED SPACE

This line item pays for the Department's share of costs for space in the Capitol Complex. The Department's allocation for FY 2024-25 totals 353,565 square feet in the Capitol Complex, including 227,151 square feet in Denver, 80,901 at North Campus, and 45,513 in Grand Junction.

*STATUTORY AUTHORITY:* Section 24-30-1104 (4) and Part 1 of Article 82 of Title 24, C.R.S.

*REQUEST:* The Department requests \$6.2 million total funds, including \$4.1 million General Fund \$21,012 cash funds various cash funds, and \$2.1 million reappropriated funds from user fees collected from other state agencies. The request includes common policy adjustments.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee's decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document. The reappropriated funds are from a mix of indirect cost recoveries and user fees collected from other state agencies.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, CAPITOL COMPLEX LEASED SPACE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$4,519,514	\$3,085,216	\$21,957	\$1,412,341	\$0	0.0
<b>TOTAL</b>	<b>\$4,519,514</b>	<b>\$3,085,216</b>	<b>\$21,957</b>	<b>\$1,412,341</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$4,519,514	\$3,085,216	\$21,957	\$1,412,341	\$0	0.0
Centrally appropriated line items	273,332	(24,410)	4,558	293,184	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
Technical adjustments	0	30,147	0	(30,147)	0	0.0
<b>TOTAL</b>	<b>\$4,792,846</b>	<b>\$3,090,953</b>	<b>\$26,515</b>	<b>\$1,675,378</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$273,332</b>	<b>\$5,737</b>	<b>\$4,558</b>	<b>\$263,037</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	6.0%	0.2%	20.8%	18.6%	n/a	n/a

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, CAPITOL COMPLEX LEASED SPACE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$6,228,304</b>	<b>\$4,084,168</b>	<b>\$21,012</b>	<b>\$2,123,124</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$1,435,458	\$993,215	(\$5,503)	\$447,746	\$0	0.0

### ANNUAL DEPRECIATION-LEASE EQUIVALENT PAYMENT

This line item was established as part of the process created in S.B. 15-211 to annually set aside an amount equal to the calculated depreciation of a capital asset funded through the capital construction section of the Long Bill. At this time, the capital asset being depreciated is the renovation of the House and Senate Chambers.

*STATUTORY AUTHORITY:* Section 24-30-1310 (2)(a), C.R.S.

*REQUEST:* The Department requests an appropriation of \$2.7 million total funds, including \$1.9 million General Fund and \$0.8 million cash funds from various sources.

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

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, ANNUAL DEPRECIATION - LEASE EQUIVALENT PAYMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$777,842	\$225,437	\$552,405	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$777,842</b>	<b>\$225,437</b>	<b>\$552,405</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$777,842	\$225,437	\$552,405	\$0	\$0	0.0
Technical adjustments	1,946,997	1,677,803	269,194	0	0	0.0
<b>TOTAL</b>	<b>\$2,724,839</b>	<b>\$1,903,240</b>	<b>\$821,599</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$1,946,997</b>	<b>\$1,677,803</b>	<b>\$269,194</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	250.3%	744.2%	48.7%	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$2,724,839</b>	<b>\$1,903,240</b>	<b>\$821,599</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### PAYMENTS TO OIT

This line item represents payments to the Governor's Office of Information Technology for information technology services.

*STATUTORY AUTHORITY:* Section 24-37.5-105, C.R.S.

*REQUEST:* The Department requests \$11.9 million total funds, including \$2.0 million General Fund, \$0.4 million cash funds from various sources, and \$9.5 million reappropriated funds from user fees from other state agencies.

**RECOMMENDATION:** The staff **recommendation is pending** the Committee common policy decision for this line item. JBC staff requests permission to reflect Committee action for all pending lines. The following table summarizes the Department request.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, PAYMENTS TO OIT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FT E
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$7,153,559	\$2,096,045	\$201,360	\$4,856,154	\$0	0.0
H.B. 24-1195 (Supplemental)	\$4,110,778	\$625,171	\$2,620,607	\$865,000	\$0	0.0
<b>TOTAL</b>	<b>\$11,264,337</b>	<b>\$2,721,216</b>	<b>\$2,821,967</b>	<b>\$5,721,154</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$11,264,337					
Centrally appropriated line items	4,610,780	2,519,016	154,195	1,937,569	0	0.0
R8 SPEP help desk	114,824	114,824	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
Technical adjustments	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(4,110,778)	(625,171)	(2,620,607)	(865,000)	0	0.0
<b>TOTAL</b>	<b>\$11,879,163</b>	<b>\$4,729,885</b>	<b>\$355,555</b>	<b>\$6,793,723</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$614,826</b>	<b>\$2,008,669</b>	<b>(\$2,466,412)</b>	<b>\$1,072,569</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	5.5%	73.8%	(87.4%)	18.7%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$11,879,163</b>	<b>\$2,045,887</b>	<b>\$355,555</b>	<b>\$9,477,721</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	(\$2,683,998)	\$0	\$2,683,998	\$0	0.0

## CORE OPERATIONS

This line item funds operation of the Colorado Operations Resource Engine (CORE), the statewide accounting system which was launched in July 2014.

**STATUTORY AUTHORITY:** Section 24-30-209, C.R.S.

**REQUEST:** The Department requests \$106,042 total funds, including \$14,197 General Fund, \$3,204 cash funds from various sources, and \$88,641 reappropriated funds from indirect cost recoveries and user fees from other state agencies.

**RECOMMENDATION:** Staff **recommends the following appropriation, reflected in the table below**, in accordance with the Committee's decision on compensation common policies. Staff requests permission to adjust this line item in accordance with any decisions the Committee may make regarding common policies or decisions items that affect this line item, but are not addressed in this document.

EXECUTIVE DIRECTOR'S OFFICE, DEPARTMENT ADMINISTRATION, CORE OPERATIONS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$245,181	\$79,113	\$7,187	\$158,881	\$0	0.0
<b>TOTAL</b>	<b>\$245,181</b>	<b>\$79,113</b>	<b>\$7,187</b>	<b>\$158,881</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$245,181	\$79,113	\$7,187	\$158,881	\$0	0.0
Non-prioritized requests	0	0	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
Technical adjustments	0	0	0	0	0	0.0
Centrally appropriated line items	(175,824)	(56,733)	(5,154)	(113,937)	0	0.0
<b>TOTAL</b>	<b>\$69,357</b>	<b>\$22,380</b>	<b>\$2,033</b>	<b>\$44,944</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$175,824)</b>	<b>(\$56,733)</b>	<b>(\$5,154)</b>	<b>(\$113,937)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(71.7%)	(71.7%)	(71.7%)	(71.7%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$106,042</b>	<b>\$14,197</b>	<b>\$3,204</b>	<b>\$88,641</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$36,685	(\$8,183)	\$1,171	\$43,697	\$0	0.0

#### STATEWIDE ADMINISTRATIVE SERVICES [NEW LINE ITEM]

This line item provides funding for payments for statewide administrative services provide by the Department of Personnel's Executive Director's Office.

*STATUTORY AUTHORITY:* Article 50.3 of Title 24, C.R.S.

*REQUEST:* The Department requests an appropriation of \$49,783 total funds, including \$5,019 General Fund and \$44,764 cash funds from various sources, for creation of a new line item to accommodate a new common policy to provide annual funding for administrative services provide by the Department of Personnel.

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

#### OFFICE OF THE STATE ARCHITECT SERVICES [NEW LINE ITEM]

This line item provides funding for payments statewide services provide by the Department of Personnel's Office of the State Architect.

*STATUTORY AUTHORITY:* Part 13 of Article 30 of Title 24, C.R.S.

*REQUEST:* The Department requests an appropriation of \$61,002 total funds, including \$6,150 General Fund and \$54,852 cash funds from various sources, for creation of a new line item to accommodate a new common policy to provide annual funding for administrative services provide by the Department of Personnel.



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

#### STATE AGENCY SERVICES [NEW LINE ITEM]

This line item provides funding for payments for statewide human resource services provide by the Department of Personnel's Division of Human Resources.

*STATUTORY AUTHORITY:* Part 13 of Article 30 of Title 24, C.R.S.

*REQUEST:* The Department requests an appropriation of \$65,658 total funds, including \$6,620 General Fund and \$59,038 cash funds from various sources, for creation of a new line item to accommodate a new common policy to provide annual funding for administrative services provide by the Department of Personnel.

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

#### STATEWIDE TRAINING SERVICES [NEW LINE ITEM]

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

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

*REQUEST:* The Department requests an appropriation of \$13,235 total funds, including \$1,334 General Fund and \$11,901 cash funds from various sources, for creation of a new line item to accommodate a new common policy to provide annual funding for administrative services provide by the Department of Personnel.

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

#### LABOR RELATIONS SERVICES [NEW LINE ITEM]

This line item provides funding for payments for statewide labor relation services provide by the Department of Personnel's Division of Human Resources, Labor Relations Unit.

*STATUTORY AUTHORITY:* Part 11, Article 50, of Title 24, C.R.S.

*REQUEST:* The Department requests an appropriation of \$76,529 total funds, including \$7,716 General Fund and \$68,813 cash funds from various sources, for creation of a new line item to accommodate a new common policy to provide annual funding for administrative services provide by the Department of Personnel.

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

#### FINANCIAL OPERATIONS AND REPORTING SERVICES [NEW LINE ITEM]

This line item provides funding for payments for statewide financial operations and reporting services provide by the Department of Personnel's Division of Accounts and Control.

*STATUTORY AUTHORITY:* Sections 24-30-201 through 24-30-207, C.R.S.

*REQUEST:* The Department requests an appropriation of \$184,756 total funds, including \$18,625 General Fund and \$166,131 cash funds from various sources, for creation of a new line item to accommodate a new common policy to provide annual funding for administrative services provide by the Department of Personnel.

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

#### PROCUREMENT AND CONTRACTS SERVICES [NEW LINE ITEM]

This line item provides funding for payments for statewide procurement and contracts services provide by the Department of Personnel's Division of Accounts and Control.

*STATUTORY AUTHORITY:* Sections 24-102-201 through 207 and 24-102-301, C.R.S.

*REQUEST:* The Department requests an appropriation of \$114,422 total funds, including \$11,534 General Fund and \$102,888 cash funds from various sources, for creation of a new line item to accommodate a new common policy to provide annual funding for administrative services provide by the Department of Personnel.

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

#### (B) STATEWIDE SPECIAL PURPOSE

Statewide Special Purpose appropriations include: the Colorado State Employees Assistance Program (C-SEAP) funded by the Risk Management Fund; the Office of the State Architect funded with General Fund; the Colorado State Archives funded with General Fund, cash funds from user fees from non-state agencies, and reappropriated funds from state agencies; and three additional statewide special purpose line items.

#### (1) COLORADO STATE EMPLOYEES ASSISTANCE PROGRAM

C-SEAP offers counseling to employees and managers on workplace issues such as absenteeism, sexual harassment, substance abuse, time management, violence in the workplace, and other types of personal problems that may be affecting an employee's ability to perform well at work. Section 24-50-604 (1)(k)(IV), C.R.S., provides that the program may include, but need not be limited to, the

Group Benefit Plans Reserve Fund created in Section 24-50-613 (1), C.R.S., the Risk Management Fund created in Section 24-30-1510 (1)(a), C.R.S., and interest derived from the investment of these funds. Since FY 2013-14, funding for CSEAP has been provided from the Risk Management Fund through liability program cost allocations to state agencies pursuant to Section 24-30-1510 (3)(g), C.R.S.

## PERSONAL SERVICES

This line item funds the 11.0 FTE in C-SEAP.

*STATUTORY AUTHORITY:* Section 24-50-604 (1)(k), C.R.S.

*REQUEST:* The Department requests an appropriation of \$1.3 million total funds, including \$85,488 cash funds from various sources and \$1.2 million reappropriated funds from the Risk Management Fund, and 14.0 FTE.

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

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO STATE EMPLOYEES ASSISTANCE PROGRAM, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$1,242,155	\$0	\$79,074	\$1,163,081	\$0	14.0
<b>TOTAL</b>	<b>\$1,242,155</b>	<b>\$0</b>	<b>\$79,074</b>	<b>\$1,163,081</b>	<b>\$0</b>	<b>14.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$1,242,155	\$0	\$79,074	\$1,163,081	\$0	14.0
Annualize prior year legislation and budget actions	87,974	0	5,914	82,060	0	0.0
Technical adjustments	0	0	500	(500)	0	0.0
<b>TOTAL</b>	<b>\$1,330,129</b>	<b>\$0</b>	<b>\$85,488</b>	<b>\$1,244,641</b>	<b>\$0</b>	<b>14.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$87,974</b>	<b>\$0</b>	<b>\$6,414</b>	<b>\$81,560</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	7.1%	n/a	8.1%	7.0%	n/a	0.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$1,330,129</b>	<b>\$0</b>	<b>\$85,488</b>	<b>\$1,244,641</b>	<b>\$0</b>	<b>14.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## OPERATING EXPENSES

This line item funds the operating expenses of C-SEAP.

*STATUTORY AUTHORITY:* Section 24-50-604 (1)(k), C.R.S.

*REQUEST:* The Department requests an appropriation of \$93,293 total funds, including \$7,550 cash funds from various sources and \$97,559 reappropriated funds from the Risk Management Fund.

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

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO STATE EMPLOYEES ASSISTANCE PROGRAM, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$93,293	\$0	\$7,550	\$85,743	\$0	0.0
<b>TOTAL</b>	<b>\$93,293</b>	<b>\$0</b>	<b>\$7,550</b>	<b>\$85,743</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$93,293	\$0	\$7,550	\$85,743	\$0	0.0
Technical adjustments	0	0	(500)	500	0	0.0
<b>TOTAL</b>	<b>\$93,293</b>	<b>\$0</b>	<b>\$7,050</b>	<b>\$86,243</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$500)</b>	<b>\$500</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	0.0%	n/a	(6.6%)	0.6%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$93,293</b>	<b>\$0</b>	<b>\$7,050</b>	<b>\$86,243</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments made against the reappropriated funds sources for the program as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

*STATUTORY AUTHORITY:* Section 24-50-604 (1)(k), C.R.S.

*REQUEST:* The Department requests an appropriation of \$253,876 reappropriated funds from the Risk Management Fund.

*RECOMMENDATION:* Staff **recommends approval of the request**. Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO STATE EMPLOYEES ASSISTANCE PROGRAM, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$521,443	\$0	\$0	\$521,443	\$0	0.0
<b>TOTAL</b>	<b>\$521,443</b>	<b>\$0</b>	<b>\$0</b>	<b>\$521,443</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$521,443	\$0	\$0	\$521,443	\$0	0.0
Indirect cost assessment	(267,567)	0	0	(267,567)	0	0.0
<b>TOTAL</b>	<b>\$253,876</b>	<b>\$0</b>	<b>\$0</b>	<b>\$253,876</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$267,567)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$267,567)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(51.3%)	n/a	n/a	(51.3%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$253,876</b>	<b>\$0</b>	<b>\$0</b>	<b>\$253,876</b>	<b>\$0</b>	<b>0.0</b>

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO STATE EMPLOYEES ASSISTANCE PROGRAM, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## (2) OFFICE OF THE STATE ARCHITECT

The Office of the State Architect (OSA) establishes policies and procedures for the State's capital construction process, including controlled maintenance, for state agencies and institutions of higher education. The OSA provides project administration services to agencies that do not have technical staff experienced in project design and construction management and establishes policies for State leases and real estate contracts. The OSA was officially codified in statute in S.B. 15-270, which also added a statewide planning function. The OSA is funded by General Fund.

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

### OFFICE OF THE STATE ARCHITECT

This program line item funds the personal services and operating expenses for 8.0 FTE in the OSA, including the State Architect, architecture, planning, and engineering staff responsible for state buildings, real estate, and energy performance, 8.0 FTE provided in FY 2015-16 for statewide planning, and one administrative staff.

*STATUTORY AUTHORITY:* Part 13 of Article 30 of Title 24, C.R.S.

*REQUEST:* The Department requests an appropriation of \$1.4 million reappropriated funds from user fees from other state agencies and 12.0 FTE.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, OFFICE OF THE STATE ARCHITECT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATE D FUNDS	FEDERA L FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$1,340,213	\$1,340,213	\$0	\$0	\$0	12.0
Other legislation	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$1,340,213</b>	<b>\$1,340,213</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>12.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$1,340,213	\$1,340,213	\$0	\$0	\$0	12.0
Annualize prior year legislation and budget actions	50,214	50,214	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, OFFICE OF THE STATE ARCHITECT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Annualize prior year legislation and budget actions	(6,200)	(6,200)	0	0	0	0.0
<b>TOTAL</b>	<b>\$1,384,227</b>	<b>\$1,384,227</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>12.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$44,014</b>	<b>\$44,014</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	3.3%	3.3%	n/a	n/a	n/a	%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$1,384,227</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,384,227</b>	<b>\$0</b>	<b>12.0</b>
Request Above/(Below) Recommendation	\$0	(\$1,384,227)	\$0	\$1,384,227	\$0	0.0

### STATEWIDE PLANNING SERVICES

This line item funds technical and consulting costs for statewide planning services for state agencies provided by or for the OSA.

*STATUTORY AUTHORITY:* Section 24-30-1311, C.R.S.

*REQUEST:* The Department requests an appropriation of \$1.0 million reappropriated funds from user fees from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, STATEWIDE PLANNING SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$1,000,000	\$1,000,000	\$0	\$0	\$0	0.0
Other legislation	\$450,000	\$450,000	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$1,450,000</b>	<b>\$1,450,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$1,450,000	\$1,450,000	\$0	\$0	\$0	0.0
RIa Central services common policies	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(450,000)	(450,000)	0	0	0	0.0
<b>TOTAL</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$450,000)</b>	<b>(\$450,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(31.0%)	(31.0%)	n/a	n/a	n/a	n/a

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, STATEWIDE PLANNING SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	(\$1,000,000)	\$0	\$1,000,000	\$0	0.0

### (3) COLORADO EQUITY OFFICE

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

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

### PERSONAL SERVICES

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

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

*REQUEST:* The Department requests an appropriation of \$1.3 million total funds, including \$136,925 General Fund and \$1.2 million reappropriated funds from indirect cost recoveries, and 10.0 FTE.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO EQUITY OFFICE, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$1,308,678	\$1,308,678	\$0	\$0	\$0	10.0
<b>TOTAL</b>	<b>\$1,308,678</b>	<b>\$1,308,678</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>10.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, COLORADO EQUITY OFFICE, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUND S	REAPPROPRIATE D FUNDS	FEDERA L FUNDS	FTE
FY 2023-24 Appropriation	\$1,308,678	\$1,308,678	\$0	\$0	\$0	10.0
Annualize prior year legislation and budget actions	28,247	28,247	0	0	0	0.0
Technical adjustments	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$1,336,925</b>	<b>\$1,336,925</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>10.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$28,247</b>	<b>\$28,247</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	2.2%	2.2%	n/a	n/a	n/a	%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$1,336,925</b>	<b>\$136,925</b>	<b>\$0</b>	<b>\$1,200,000</b>	<b>\$0</b>	<b>10.0</b>
Request Above/(Below) Recommendation	\$0	(\$1,200,000)	\$0	\$1,200,000	\$0	(0.0)

### OPERATING EXPENSES

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

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

*REQUEST:* The Department requests a continuation appropriation of \$25,650 General Funds.

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

### (4) OTHER STATEWIDE SPECIAL PURPOSE

#### TEST FACILITY LEASE

This line item pays for a lease payment to the State Land Board for a Federal Railroad Commission testing facility in Pueblo. In 1970, the State agreed to lease 33,492 acres of land from the State Land Board and sub-lease it to the U.S. Department of Transportation, Federal Railroad Commission free of charge. The land is used for a high-speed train test site, and the site currently employs approximately 450 people.

*STATUTORY AUTHORITY:* Sections 24-30-1303 (1)(a) and 24-82-102 (2), C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$119,842 General Fund.

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

This appropriation is fully expended each year. Staff recommends no adjustment to the requested appropriation.



**EMPLOYMENT SECURITY CONTRACT PAYMENT**

This appropriation supports a contract with a private company that is responsible for reviewing and challenging unemployment insurance claims filed against the State, excluding institutions of higher education. This appropriation is funded by General Fund and reappropriated funds from user fees from state agencies.

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

*REQUEST:* The Department requests a continuation appropriation of \$16,000 total funds, including \$7,264 General Fund and \$8,736 reappropriated funds.

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

**DISABILITY FUNDING COMMITTEE**

This line item was added in S.B. 13-276 (Disability Investigational and Pilot Support Fund). The bill renamed the Coordinated Care for People with Disabilities Fund as the Disability Investigational and Pilot Support Fund and relocated administration of the fund from the Department of Health Care Policy and Financing to the Department of Personnel. The fund is to support grants and loans to projects that study or pilot new and innovative initiatives to improve the quality of life and independence of people with disabilities. The committee accepts and reviews proposals to fund projects or programs that study or pilot new and innovative ideas that will lead to an improved quality of life or increased independence for persons with disabilities. This line item is funded from cash funds in the Disability Investigational and Pilot Support Fund created in Section 24-30-2205.5, C.R.S.

*STATUTORY AUTHORITY:* Section 24-30-2204.5, C.R.S.

*REQUEST:* The Department requests an appropriation of \$15.0 million cash funds from the Disabled Parking Education and Enforcement Fund and the Disability Support Fund.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.** Cash funds are from the Disabled Parking Education and Enforcement Fund and the Disability Support Fund.

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, DISABILITY FUNDING COMMITTEE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FT E
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$993,976	\$0	\$993,976	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$993,976</b>	<b>\$0</b>	<b>\$993,976</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$993,976	\$0	\$993,976	\$0	\$0	0.0
R6 CDFC grant increases	5,000,000	0	5,000,000	0	0	0.0
Annualize prior year legislation and budget actions	82,000	0	82,000	0	0	0.0
<b>TOTAL</b>	<b>\$6,075,976</b>	<b>\$0</b>	<b>\$6,075,976</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, DISABILITY FUNDING COMMITTEE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>INCREASE/(DECREASE)</b>	<b>\$5,082,000</b>	<b>\$0</b>	<b>\$5,082,000</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	511.3%	n/a	511.3%	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$15,034,570</b>	<b>\$0</b>	<b>\$15,034,570</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$8,958,594	\$0	\$8,958,594	\$0	\$0	0.0

### AMERICANS WITH DISABILITIES ACT REASONABLE ACCOMMODATION COORDINATION

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

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

*REQUEST:* The Department requests an appropriation of \$468,555 total funds, including \$64,202 General Fund and \$404,353 reappropriated funds from indirect cost recoveries, and 1.0 FTE.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, AMERICANS WITH DISABILITIES ACT REASONABLE ACCOMMODATION COORDINATION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$467,418	\$467,418	\$0	\$0	\$0	1.0
<b>TOTAL</b>	<b>\$467,418</b>	<b>\$467,418</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>1.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$467,418	\$467,418	\$0	\$0	\$0	1.0
Annualize prior year legislation and budget actions	1,137	1,137	0	0	0	0.0
Technical adjustments	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$468,555</b>	<b>\$468,555</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>1.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$1,137</b>	<b>\$1,137</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	0.2%	0.2%	n/a	n/a	n/a	0.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$468,555</b>	<b>\$64,202</b>	<b>\$0</b>	<b>\$404,353</b>	<b>\$0</b>	<b>1.0</b>
Request Above/(Below) Recommendation	\$0	(\$404,353)	\$0	\$404,353	\$0	0.0

### PUBLIC-PRIVATE ~~PARTNERSHIP~~ OFFICE COLLABORATION UNIT

This line provides funding for the Public-Private Collaboration Unit.

*STATUTORY AUTHORITY:* Sections 24-82-102.5 and 24-94-101 et seq., C.R.S.

**REQUEST:** The Department requests an appropriation of \$299,858 total funds, including \$103,220 General Fund and \$196,638 reappropriated funds from indirect cost recoveries, and 3.0 FTE.

**RECOMMENDATION:** Staff **recommends the following appropriation, reflected in the table below.** Cash funds are from the Unused State-owned Real Property Cash Fund, which is continuously appropriated for the purposes of supporting the Unit (Section 24-82-102.5 (5)(a), C.R.S.) and shown for informational purposes only.

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, PUBLIC-PRIVATE COLLABORATION UNIT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$288,034	\$288,034	\$0	\$0	\$0	3.0
H.B. 24-1195 (Supplemental)	\$0	(\$288,034)	\$288,034	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$288,034</b>	<b>\$0</b>	<b>\$288,034</b>	<b>\$0</b>	<b>\$0</b>	<b>3.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$288,034	\$0	\$288,034	\$0	\$0	3.0
Annualize prior year legislation and budget actions	11,824	0	11,824	0	0	0.0
Technical adjustments	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	0	288,034	(288,034)	0	0	0.0
Staff-initiated Supplemental annualizations	0	(288,034)	288,034	0	0	0.0
<b>TOTAL</b>	<b>\$299,858</b>	<b>\$0</b>	<b>\$299,858</b>	<b>\$0</b>	<b>\$0</b>	<b>3.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$11,824</b>	<b>\$0</b>	<b>\$11,824</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	4.1%	0.0%	4.1%	n/a	n/a	%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$299,858</b>	<b>\$103,220</b>	<b>\$0</b>	<b>\$196,638</b>	<b>\$0</b>	<b>3.0</b>
Request Above/(Below) Recommendation	\$0	\$103,220	(\$299,858)	\$196,638	\$0	0.0

## STATE PROCUREMENT EQUITY PROGRAM

This line provides funding for the State Procurement Equity Program.

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

**REQUEST:** The Department requests an appropriation of \$849,992 total funds, including \$99,991 General Fund and \$750,001 reappropriated funds from indirect cost recoveries, and 3.0 FTE.

**RECOMMENDATION:** Staff **recommends the following appropriation, reflected in the table below.**

EXECUTIVE DIRECTOR'S OFFICE, STATEWIDE SPECIAL PURPOSE, STATE PROCUREMENT EQUITY PROGRAM						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$833,694	\$833,694	\$0	\$0	\$0	5.0
<b>TOTAL</b>	<b>\$833,694</b>	<b>\$833,694</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>5.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$833,694	\$833,694	\$0	\$0	\$0	5.0
Annualize prior year legislation and budget actions	16,298	16,298	0	0	0	0.0
Technical adjustments	0	0	0	0	0	0.0
Indirect cost assessment	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$849,992</b>	<b>\$849,992</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>5.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$16,298</b>	<b>\$16,298</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	2.0%	2.0%	n/a	n/a	n/a	0.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$849,992</b>	<b>\$99,991</b>	<b>\$0</b>	<b>\$750,001</b>	<b>\$0</b>	<b>5.0</b>
Request Above/(Below) Recommendation	\$0	(\$750,001)	\$0	\$750,001	\$0	0.0

## (2) DIVISION OF HUMAN RESOURCES

The division administers the State's classified personnel system, administers the employee benefits programs, manages statewide systems for payroll and employee databases, and operates the statewide risk management program, including the provision of property, casualty, and workers' compensation insurance. Cash funds and reappropriated funds are provided from user fees from non-state agencies and user fees from state agencies respectively. General Fund pays for the State Agency Services sub-subdivision.

DIVISION OF HUMAN RESOURCES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 Appropriation</b>						
S.B. 23-214 (Long Bill)	\$98,645,248	\$17,454,831	\$3,439,466	\$77,750,951	\$0	121.0
H.B. 24-1195 (Supplemental)	33,414,927	0	0	33,414,927	0	0.0
Other legislation	183,923	183,923	0	0	0	2.0
<b>TOTAL</b>	<b>\$132,244,098</b>	<b>\$17,638,754</b>	<b>\$3,439,466</b>	<b>\$111,165,878</b>	<b>\$0</b>	<b>123.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$132,244,098	\$17,638,754	\$3,439,466	\$111,165,878	\$0	123.0
R1a Central services common policies	0	0	0	0	0	0.0
R3 Transition term-limited FTE	200,234	200,234	0	0	0	2.5
BA2 SWICAP technical adjustment	0	0	0	0	0	0.0
Operating common policy technical adjustments	8,780,532	0	0	8,780,532	0	0.0
Centrally appropriated line items	596,177	0	0	596,177	0	0.0
Technical adjustments	(110,573)	(110,573)	0	0	0	0.0
Annualize prior year legislation and budget actions	(42,869,755)	(9,299,517)	(233,627)	(33,336,611)	0	(20.3)
Indirect cost assessment	175,420	(35,057)	127,029	83,448	0	0.0
Annualize prior year legislation and budget actions	258,481	157,902	57,094	43,485	0	0.0
<b>TOTAL</b>	<b>\$99,274,614</b>	<b>\$8,551,743</b>	<b>\$3,389,962</b>	<b>\$87,332,909</b>	<b>\$0</b>	<b>105.2</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$32,969,484)</b>	<b>(\$9,087,011)</b>	<b>(\$49,504)</b>	<b>(\$23,832,969)</b>	<b>\$0</b>	<b>(17.8)</b>
Percentage Change	(24.9%)	(51.5%)	(1.4%)	(21.4%)	n/a	(14.5%)
<b>FY 2024-25 EXECUTIVE REQUEST</b>						
Request Above/(Below) Recommendation	\$341,125	(\$8,545,329)	\$233,627	\$8,652,827	\$0	3.0

### DECISION ITEMS – DIVISION OF HUMAN RESOURCES

#### → R3 TRANSITION TERM-LIMITED FTE

**REQUEST:** The Department requests an increase in \$325,514 General Fund and 3.0 FTE in FY 2024-25 to support statewide recruitment and work-based learning programs for skills-based hiring, apprenticeships, internships, and training current human resource state teams. The request would transition previously term-limited state employees to permanent employees to support two ongoing programs:

- the Skills-Based Hiring Initiative, which is a partnership between the Department of Personnel and the Department of Labor and Employment; and
- the Health of HR Program within the Center of Organizational Effectiveness (COE, Center).

The Department asserts that these two programs aid in the recruitment and retention of state employees. The request annualizes to \$484,432 General Fund and 4.5 FTE in FY 2025-26 and ongoing.

**RECOMMENDATION:** Staff recommends an increase of **\$265,069 General Fund** and 2.5 FTE in FY 2024-25 to make the positions associated with the Skills-Based Hiring Initiative permanent and to extend funding for the term-limited positions associated with the Department’s FY 2022-23 BA2 (DHR stimulus staffing) through the end of FY 2026-27. The annualizations for this request are summarized in the following table.

R3 TRANSITION TERM-LIMITED FTE – JBC STAFF RECOMMENDATION			
	FY 2024-25	FY 2025-26 AND FY 2026-27	FY 2027-28 AND ONGOING
Personal services	\$197,035	\$394,069	\$201,497
Operating expenses	3,200	6,400	2,560
Centrally appropriated costs	64,835	129,669	55,986
Total	\$265,069	\$530,138	\$260,043
FTE	2.5	5.0	2.0

**EVIDENCE LEVEL:** The Office of State Planning and Budgeting indicates that this request item is theory-informed, and staff agrees with this designation. When a request item is designated ‘theory-informed’ it means that the program “reflects a moderate to low or promising level of confidence of effectiveness, ineffectiveness, or harmfulness as determined by tracking and evaluating performance measures including pre- and post-intervention evaluation of program outcomes, evaluation of program outputs, identification and implementation of a theory of change, or equivalent measures.” (Section 2-3-210 (2)(f), C.R.S.)

Data has not been provided to staff showing that participation in Center for Organizational Effectiveness programming leads to higher retention rates or better performance by state employees. Despite the COE running for over a decade, the Department indicates that this program is theory-informed. The request asserts that the program is 2-3 years away from providing evidence and analyses that would support the program being classified as evidence-informed. Yet, the request does not provide any preliminary data or analyses suggesting or detailing the positive impact of the COE’s centralized training model. Additionally, some of the sources cited by the Department to provide supporting evidence on the need for training are not academically rigorous. Data, reports, and evaluations conducted by private sector companies that provide training and workforce development services for purchase have a bias in favor of encouraging the use of those types of services.

#### ANALYSIS:

##### SKILLS-BASED HIRING RESOURCES

During the FY 2022-23 budget cycle, the Colorado Department of Labor & Employment (CDLE) was granted funding for a Skills-Based Hiring Initiative (FY 2022-23 BA-01), which provided term-limited resources to develop a framework and toolkit for state agencies to use to move towards skills-based hiring practices. As part of this request, CDLE anticipated working with the Department of Personnel on this effort through an Interagency Agreement for FY 2022-23 and FY 2023-24. The Department of Personnel received funding through the Interagency Agreement for 4.0 term-limited FTE. This funding expires at the end of the current fiscal year.

The adoption of skills-based hiring practices allows hiring managers across departments to reach untapped talent pools, facilitate the adoption of work-based learning models like apprenticeship, and prepare state workers through targeted skill development. The Department and CDLE have worked together to develop and implement a Skills-Based Hiring Toolkit. CDLE has developed a resource on skills-based hiring, which is part of a framework designed to be responsive to agency feedback and the emerging needs of the workforce. The Department of Personnel has implemented a mandatory skills-based hiring training program for HR professionals and hiring managers. This program provides resources that can be used after the training is complete, and serves as a component of the state's toolkit for skills-based hiring. The Department of Personnel has worked to:

- develop statewide guidance and strategies for skills-based hiring,
- establish data to provide evidence-based decision making to monitor, measure, and evaluate program efficacy, and
- create a process to audit and monitor job postings for compliance.

Additionally, the Work-Based Learning playbook created to support Executive Order D 2022 027, also incorporates skills-based hiring components. The Work-Based Learning Playbook is meant to provide HR professionals with a full understanding of experienced-based apprenticeships and how they work within the state personnel system, including how to create them, how they're launched and managed, and how to find additional information and resources about apprenticeships. This playbook is meant to serve as an intermediary step for agencies that don't have the current ability to implement the structure required for the CDLE's Registered Apprenticeship Program and still want to introduce experience-based work and learning opportunities. This playbook, together with the Department's training resources, forms a comprehensive strategy for embedding skills-based hiring across state agencies.

The Department is seeking to make two of the 4.0 term-limited FTE permanent positions. The Department anticipates covering the half of the first year's cost of the two permanent FTE and is requesting additional funding starting in January 2025 and ongoing to support these positions. The two permanent positions dedicated to skills-based hiring will allow ongoing skills-based hiring efforts to continue statewide. The Department anticipates the 2.0 FTE will:

- update and maintain all classified minimum qualifications to be in a skills-based format;
- training of new and tenured HR professionals in skills-based hiring practices;
- training of all new and tenured State supervisors and hiring managers in skills-based hiring practices and processes;
- Maintaining and updating data dashboards to include percentage of skills-based postings and skills-based hires;
- Auditing and monitoring job postings for compliance; and
- Implement succession planning training to support a statewide talent pipeline.

#### *JBC STAFF RECOMMENDATION*

JBC staff recommends funding to transition the requested two term-limited FTE to 2.0 permanent FTE. The recommended funding deviates from the Committee's policy on new FTE because these positions already exist. The Department requests funding for a Human Resource Specialist IV and a

Training Specialist V. Staff recommends base salary funding at the range second quartile and the inclusion of centrally appropriated costs, prorated for half a year.

R3 TRANSITION TERM-LIMITED FTE – SKILLS-BASED HIRING RESOURCES (RECOMMENDED)		
	FY 2024-25	FY 2025-26 AND ONGOING
Personal services	\$100,748	\$201,497
Operating expenses	1,280	2,560
Centrally appropriated costs	27,993	55,986
Total	\$130,021	\$260,043
FTE	1.0	2.0

### CENTER FOR ORGANIZATIONAL EFFECTIVENESS RESOURCES

In FY 2022-23, the Department requested funding (FY 2022-23 BA2) for term-limited FTE to support the hiring, on-boarding, training, and support estimated 4,000 new term limited employees hired as a result of the American Rescue Plan Act (ARPA). The General Assembly appropriated \$269,451 cash funds from the Revenue Loss Restoration Cash Fund based on the assumption that 4.0 term-limited FTE would be hired. This appropriation was based on the assumption that the Department required two Training Specialist III, one Data Specialist, and one Analyst III. The Department hired three FTE, one in each of the following job classifications: Human Resources Specialist III, State Service Trainee I, and Training Specialist IV.

The Department asserts in their FY 2024-25 request that term-limited FTE supported by the FY 2022-23 appropriation was to “support the hiring, on-boarding, training, and assistance to agency HR teams as part of the Health of HR Program.” However, such a program was not detailed or referenced in the FY 2022-23 request or JBC staff analysis. The Department’s FY 2024-25 request is based on a substantially different job classification mix, suggesting the repurposing of the term-limited FTE away from their original purpose. This repurposing is further suggested by the current request to appropriate additional funding to the Center for Organizational Effectiveness, rather than to the primary line items in the Division of Human Resources where the term-limited funding currently resides.

In addition to the transition of term-limited FTE to permanent status, the Department is requesting funding for 1.0 FTE for professional development, including functioning as a product owner for learning management software. This request is to associated with FY 2023-24 one-time funding provided by the General Assembly (\$8.0 million General Fund and 1.8 FTE), for which the Department requested, but was denied, roll-forward spending authority during this year’s supplemental process. The Department used a portion of the one-time funding to develop and begin implementation of ongoing programming, including funding the development of a learning management software platform through contracts. The FY 2023-24 appropriation of \$8.0 million General Fund was explicitly one-time and the use of that funding to support ongoing programming contradicts the Committee’s and General Assembly’s intent.

The Center for Organizational Effectiveness is supported through appropriations to the Training Services line item in the Division of Human Resources. The Department has asked for, and received, substantial support for this line item in the last three fiscal years, including an increase of \$224,144 General Fund and 1.8 FTE in the current fiscal year (FY 2023-24 R2 Labor Relations Services resources) that nearly doubled the COE’s funding and staffing. The FY 2024-25 request, in aggregate,



would double the FTE in the COE and increase the appropriation for this line item by 40.5 percent in FY 2024-25. If approved as requested, by FY 2025-26 the funding for the COE will increase by nearly 220.0 percent since FY 2022-23. For a program that is theory-informed, an increase of such magnitude is not supported.

R3 IMPACT ON CENTER FOR ORGANIZATIONAL EFFECTIVENESS FUNDING (AS REQUESTED)			
	FTE	GENERAL FUND	RATE OF CHANGE
FY 2022-23	2.3	\$277,112	n/a
FY 2023-24	4.1	507,278	83.1%
FY 2024-25	7.3	712,646	40.5%
FY 2025-26	8.6	885,883	24.3%
4-year change	6.3	\$608,771	219.7%

#### *JBC STAFF RECOMMENDATION*

JBC staff recommends the Committee provide an extension of the term-limited funding to support the original intent of that funding, the human resources and training support for term-limited FTE related to ARPA funding. The Department hired a Human Resources Specialist III, State Service Trainee I, and Training Specialist IV using the original term-limited funding. The Department provided the base salary for each of these positions, which staff used to calculate the extension of the funding. Additionally, staff prorated the FY 2024-25 funding for the second half of the year because the first half is accounted for by the annualization of the FY 2022-23 BA2 (DHR stimulus staffing) funding. Lastly, staff recommends that the extension of funding for these three position run through FY 2026-27 because there will likely be an amount of attrition for term-limited, ARPA funded hires once ARPA funding expires on December 31, 2026. As such, the Department will need temporary staff to ensure the off-boarding process is supported.

R3 EXTENSION TERM-LIMITED FTE - ARPA FUNDED HIRES		
	FY 2024-25	FY 2025-26 AND FY 2026-27
Personal services	\$96,286	\$192,573
Operating expenses	1,920	3,840
Centrally appropriated costs	36,842	73,683
Total	\$135,048	\$270,096
FTE	1.5	3.0

#### **BACKGROUND**

The Center, authorized by Section 24-50-122, C.R.S., offers training and professional development opportunities for State employees, including direct training in leadership coaching, workforce competencies, self-awareness assessments, and coordinates compliance training. The Center is supported by the by the Professional Development Center Cash Fund and General Fund. Training has traditionally been offered three ways: internal classes, vendor classes, and dedicated agency contracts for specialized courses. There are also many courses offered by external vendors that have been tailored for the State, particularly in the area of supervision, for which fees are charged. If COE's offerings do not meet the specific needs of a department, the department may seek a waiver from

COE to pursue contracted employee training through an approved vendor.<sup>3</sup> The Department reports that in FY 2022-23, 2,611 people attended COE trainings; this represents about 7.0 percent of state FTE, assuming each attendee was a unique individual. Staff used FTE to calculate the proportion, as that was the more readily available proxy for state employment for the prior years.

CENTER FOR ORGANIZATIONAL EFFECTIVENESS PARTICIPATION		
	TOTAL ATTENDANCE	PORTION OF STATE FTE
FY 2019-20	966	2.7%
FY 2020-21	238	0.7%
FY 2021-22	1,061	2.9%
FY 2022-23	2,611	7.0%
FY 2023-24*	1,280	3.3%

\* Data as of February 2024.

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

PROFESSIONAL DEVELOPMENT CENTER CASH FUND						
	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 ACTUAL	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 APPROP
Beginning balance	\$78,972	\$20	\$1	\$109,081	\$118,478	\$121,736
Revenue (fees & interest)	1,118,445	481,837	314,086	9,397	3,227	3,227
Expenditures	(1,197,397)	(896,697)	(205,006)	0	0	0
Surplus/(deficit)	(\$78,952)	(\$414,860)	\$109,080	\$9,397	\$3,227	\$3,227
General Fund subsidy	n/a	\$414,841	\$361,386	\$461,674	\$473,158	\$652,908

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

The General Assembly has provided the COE with General Fund since FY 2019-20, first as a partial subsidy then fully subsidizing the program. Senate Bill 21-048 (Supplemental Bill) provided General

<sup>3</sup> Center for Organizational Effectiveness program information and course offerings can be found here: <https://dhr.colorado.gov/state-employees/center-for-organizational-effectiveness>.

Fund appropriations in FY 2019-20 (\$414,841) and FY 2020-21 (\$361,386) to backfill the Professional Development Center Cash Fund and offset anticipated revenue loss in each fiscal year, respectively. Starting in FY 2021-22, the General Assembly funded the COE exclusively through General Fund appropriations. While receiving this General Fund subsidy, the Department made the decision not to charge fees for most training offered by their staff. As a result, the Professional Development Center Cash Fund's balance has remained relatively flat with a beginning balance of \$121,736 for FY 2023-24.

## LINE ITEM DETAIL – DIVISION OF HUMAN RESOURCES

### (A) HUMAN RESOURCE SERVICES

This subdivision includes State Agency Services and Training Services.

#### (1) STATE AGENCY SERVICES

State Agency Services interprets personnel rules, provides policy guidance for developing state benefits, and contracts for the annual total compensation survey. State Agency Services is funded with General Fund.

#### PERSONAL SERVICES

This line item funds the FTE in State Agency Services.

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

*REQUEST:* The Department requests an appropriation of \$2.8 million total funds, including \$220,727 cash funds from the Revenue Loss Restoration Cash Fund and \$2.6 million reappropriated funds from user fees collected from other state agencies, and 31.7 FTE.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, STATE AGENCY SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
	\$2,483,76					
S.B. 23-214 (Long Bill)	2	\$2,263,035	\$220,727	\$0	\$0	26.2
Other legislation	\$97,813	\$97,813	\$0	\$0	\$0	1.2
<b>TOTAL</b>	<b>\$2,581,57</b>	<b>\$2,360,848</b>	<b>\$220,727</b>	<b>\$0</b>	<b>\$0</b>	<b>27.4</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
	\$2,581,57					
FY 2023-24 Appropriation	5	\$2,360,848	\$220,727	\$0	\$0	27.4
Annualize prior year legislation and budget actions	104,996	104,996	0	0	0	0.0
R3 Transition term-limited FTE	96,286	96,286	0	0	0	1.5

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, STATE AGENCY SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATE D FUNDS	FEDERA L FUNDS	FTE
Annualize prior year legislation and budget actions	26,575	247,302	(220,727)	0	0	(0.7)
R1a Central services common policies	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$2,809,432</b>	<b>\$2,809,432</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>28.2</b>
<b>INCREASE/(DECREASE)</b>	<b>\$227,857</b>	<b>\$448,584</b>	<b>(\$220,727)</b>	<b>\$0</b>	<b>\$0</b>	<b>0.8</b>
Percentage Change	8.8%	19.0%	(100.0%)	n/a	n/a	2.9%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$2,823,509</b>	<b>\$0</b>	<b>\$220,727</b>	<b>\$2,602,782</b>	<b>\$0</b>	<b>29.2</b>
Request Above/(Below) Recommendation	\$14,077	(\$2,809,432)	\$220,727	\$2,602,782	\$0	1.0

### OPERATING EXPENSES

This line item funds the operating expenses of State Agency Services.

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

*REQUEST:* The Department requests \$109,127 total funds, including \$12,900 cash funds from the Revenue Loss Restoration Cash Fund and \$96,227 reappropriated funds from user fees collected from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, STATE AGENCY SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$105,077	\$92,177	\$12,900	\$0	\$0	0.0
Other legislation	\$22,035	\$22,035	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$127,112</b>	<b>\$114,212</b>	<b>\$12,900</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$127,112	\$114,212	\$12,900	\$0	\$0	0.0
R3 Transition term-limited FTE	1,920	1,920	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(24,435)	(11,535)	(12,900)	0	0	0.0
<b>TOTAL</b>	<b>\$104,597</b>	<b>\$104,597</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$22,515)</b>	<b>(\$9,615)</b>	<b>(\$12,900)</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(17.7%)	(8.4%)	(100.0%)	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$109,127</b>	<b>\$0</b>	<b>\$12,900</b>	<b>\$96,227</b>	<b>\$0</b>	<b>0.0</b>

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, STATE AGENCY SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Request Above/(Below) Recommendation	\$4,530	(\$104,597)	\$12,900	\$96,227	\$0	0.0

### TOTAL COMPENSATION AND EMPLOYEE ENGAGEMENT SURVEYS

This line item was added in FY 2013-14 for a biennial employee engagement survey to evaluate components of the State's human resources performance metrics. A biennial total compensation survey was added in FY 2014-15 to provide for a contracted consultant to conduct a custom compensation market study and benefit market analysis. Each survey is funded in alternating years from General Fund.

*STATUTORY AUTHORITY:* Sections 24-50-104 and 24-51-614, C.R.S.

*REQUEST:* The Department requests \$300,000 reappropriated funds from user fees collected from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, TOTAL COMPENSATION AND EMPLOYEE ENGAGEMENT SURVEYS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$300,000	\$300,000	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$300,000	\$300,000	\$0	\$0	\$0	0.0
Annualize prior year legislation and budget actions	0	0	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	0.0%	0.0%	n/a	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	(\$300,000)	\$0	\$300,000	\$0	0.0

### STATE EMPLOYEE TUITION REIMBURSEMENT

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

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

**REQUEST:** The Department requests \$500,000 reappropriated funds from user fees collected from other state agencies.

**RECOMMENDATION:** Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, STATE EMPLOYEE TUITION REIMBURSEMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$500,000	\$500,000	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$500,000	\$500,000	\$0	\$0	\$0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	0.0%	0.0%	n/a	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	(\$500,000)	\$0	\$500,000	\$0	0.0

## (2) TRAINING SERVICES

Pursuant to Section 24-50-122, C.R.S., this program provides training courses on supervision, program management, contract management, procurement procedures, violence prevention, and performance management to state employees. Training Services is funded by training revenue earned from state agency users and non-state agency users.

### TRAINING SERVICES

This program line item funds the personal services and operating expenses for 4.1 FTE in Training Services. The program line item provides flexibility for the program to provide training in-house or from outside vendors on an ongoing basis. This appropriation is funded from cash and reappropriated funds from training fees from non-state agencies, including institutions of higher education, and from state agencies deposited in the Professional Development Center Cash Fund created in Section 24-50-122 (2), C.R.S.

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

**REQUEST:** The Department requests \$712,646 reappropriated funds from the Professional Development Center Cash Fund and 7.3 FTE.

**RECOMMENDATION:** Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, TRAINING SERVICES, TRAINING SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$507,278	\$507,278	\$0	\$0	\$0	4.1
<b>TOTAL</b>	<b>\$507,278</b>	<b>\$507,278</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>4.1</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$507,278	\$507,278	\$0	\$0	\$0	4.1
R3 Transition term-limited FTE	102,028	102,028	0	0	0	1.0
Annualize prior year legislation and budget actions	10,532	10,532	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(59,907)	(59,907)	0	0	0	0.2
<b>TOTAL</b>	<b>\$559,931</b>	<b>\$559,931</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>5.3</b>
<b>INCREASE/(DECREASE)</b>	<b>\$52,653</b>	<b>\$52,653</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>1.2</b>
Percentage Change	10.4%	10.4%	n/a	n/a	n/a	29.3%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$712,646</b>	<b>\$0</b>	<b>\$0</b>	<b>\$712,646</b>	<b>\$0</b>	<b>7.3</b>
Request Above/(Below) Recommendation	\$152,715	(\$559,931)	\$0	\$712,646	\$0	2.0

### INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the cash and reappropriated funds sources for the program as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

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

*REQUEST:* The Department requests an appropriation of \$110,573 reappropriated funds from the Professional Development Center Cash Fund.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.** The recommendation is to distribute the General Fund associated with this line item across the applicable central services lines in which indirect cost recoveries are appropriated and expended. Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, TRAINING SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$145,630	\$145,630	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$145,630</b>	<b>\$145,630</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$145,630	\$145,630	\$0	\$0	\$0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
Technical adjustments	(110,573)	(110,573)	0	0	0	0.0
Indirect cost assessment	(35,057)	(35,057)	0	0	0	0.0

DIVISION OF HUMAN RESOURCES, HUMAN RESOURCE SERVICES, TRAINING SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$145,630)</b>	<b>(\$145,630)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(100.0%)	(100.0%)	n/a	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$110,573</b>	<b>\$0</b>	<b>\$0</b>	<b>\$110,573</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$110,573	\$0	\$0	\$110,573	\$0	0.0

**(B) LABOR RELATIONS SERVICES**

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

**PERSONAL SERVICES**

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

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

*REQUEST:* The Department requests an appropriation of \$3.6 million reappropriated funds from user fees collected from other state agencies, and 47.2 FTE.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF HUMAN RESOURCES, LABOR RELATIONS SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATE D FUNDS	FEDERA L FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$4,710,506	\$4,710,506	\$0	\$0	\$0	65.4
<b>TOTAL</b>	<b>\$4,710,506</b>	<b>\$4,710,506</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>65.4</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$4,710,506	\$4,710,506	\$0	\$0	\$0	65.4
Annualize prior year legislation and budget actions	42,374	42,374	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(1,145,231)	(1,145,231)	0	0	0	(18.2)



DIVISION OF HUMAN RESOURCES, LABOR RELATIONS SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>TOTAL</b>	<b>\$3,607,649</b>	<b>\$3,607,649</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>47.2</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$1,102,857)</b>	<b>(\$1,102,857)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(18.2)</b>
Percentage Change	(23.4%)	(23.4%)	n/a	n/a	n/a	(27.8%)
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$3,607,649</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,607,649</b>	<b>\$0</b>	<b>47.2</b>
Request Above/(Below) Recommendation	\$0	(\$3,607,649)	\$0	\$3,607,649	\$0	(0.0)

### OPERATING EXPENSES

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

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

*REQUEST:* The Department requests an appropriation of \$163,720 reappropriated funds from user fees collected from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF HUMAN RESOURCES, LABOR RELATIONS SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$436,205	\$436,205	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$436,205</b>	<b>\$436,205</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$436,205	\$436,205	\$0	\$0	\$0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(272,485)	(272,485)	0	0	0	0.0
<b>TOTAL</b>	<b>\$163,720</b>	<b>\$163,720</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$272,485)</b>	<b>(\$272,485)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(62.5%)	(62.5%)	n/a	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$163,720</b>	<b>\$0</b>	<b>\$0</b>	<b>\$163,720</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	(\$163,720)	\$0	\$163,720	\$0	0.0

### UNION STEWARDS

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

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

**REQUEST:** The Department requests an appropriation of \$500,000 reappropriated funds from user fees collected from other state agencies.

**RECOMMENDATION:** Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF HUMAN RESOURCES, LABOR RELATIONS SERVICES, UNION STEWARDS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$500,000	\$500,000	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$500,000	\$500,000	\$0	\$0	\$0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	0.0%	0.0%	n/a	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	(\$500,000)	\$0	\$500,000	\$0	0.0

### (C) EMPLOYEE BENEFITS SERVICES

This subdivision administers and oversees the state's employee benefits program and provides the initial design of the programs and the contractual, administrative, and financial management of these programs. The programs include dental plans, medical plans, an optional life and accidental death and disability plan, a short-term disability plan, a long-term disability plan, and Section 125 Flexible Spending Account Programs. The subdivision is cash funded, primarily from the Group Benefit Plans Reserve Fund created in Section 24-50-613 (1), C.R.S. The Supplemental State Contribution Fund is cash funded from tobacco settlement revenue.

### PERSONAL SERVICES

This line item funds the 12.0 FTE in Employee Benefits Services. Employee Benefits Services is funded with cash funds collected in group benefit plans premium payments by state employees and deposited in the Group Benefit Plans Reserve Fund created in Section 24-50-613 (1), C.R.S.

**STATUTORY AUTHORITY:** Section 24-50-604, C.R.S.

**REQUEST:** The Department requests an appropriation of \$1.0 million cash funds from the Group Benefits Plans Reserve Fund and 12.0 FTE.

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

DIVISION OF HUMAN RESOURCES, EMPLOYEE BENEFITS SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$978,709	\$0	\$978,709	\$0	\$0	12.0
<b>TOTAL</b>	<b>\$978,709</b>	<b>\$0</b>	<b>\$978,709</b>	<b>\$0</b>	<b>\$0</b>	<b>12.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$978,709	\$0	\$978,709	\$0	\$0	12.0
Annualize prior year legislation and budget actions	57,094	0	57,094	0	0	0.0
<b>TOTAL</b>	<b>\$1,035,803</b>	<b>\$0</b>	<b>\$1,035,803</b>	<b>\$0</b>	<b>\$0</b>	<b>12.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$57,094</b>	<b>\$0</b>	<b>\$57,094</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	5.8%	n/a	5.8%	n/a	n/a	%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$1,035,803</b>	<b>\$0</b>	<b>\$1,035,803</b>	<b>\$0</b>	<b>\$0</b>	<b>12.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## OPERATING EXPENSES

This line item funds the operating expenses of Employee Benefits Services.

*STATUTORY AUTHORITY:* Section 24-50-604, C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$58,093 cash funds from the Group Benefits Plans Reserve Fund.

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

## UTILIZATION REVIEW

This appropriation funds audits of the State's employee group benefits plans to ensure that they are financially sound and accurate. The Department states that the funds are used for two purposes: to pay for dues associated with membership in the Colorado Business Group on Health, a non-profit organization that represents large purchasers of health care services in the State; and for contractual services to analyze plan utilization and financial analysis. The source of cash funds is the Group Benefit Plans Reserve Fund created in Section 24-50-613 (1), C.R.S.

*STATUTORY AUTHORITY:* Section 24-50-604 (1)(h), C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$25,000 cash funds from the Group Benefits Plans Reserve Fund.

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

**H.B. 07-1335 SUPPLEMENTAL STATE CONTRIBUTION FUND**

Pursuant to Section 24-50-609.5 C.R.S., this line supplements the monthly state contribution amounts to medical and dental benefit plan premiums of lower-income state employees with children. The source of cash funds is the Supplemental State Contribution Fund created in Section 24-50-609 (5), C.R.S. The fund is continuously appropriated and is therefore included in the Long Bill for informational purposes only.

*STATUTORY AUTHORITY:* Section 24-50-609.5, C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$1,848,225 cash funds.

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

**INDIRECT COST ASSESSMENT**

This line item reflects the amount of indirect cost assessments charged to the program operations cash funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

*STATUTORY AUTHORITY:* Section 24-50-604, C.R.S.

*REQUEST:* The Department requests an appropriation of \$422,811 cash funds from the Group Benefits Plans Reserve Fund.

*RECOMMENDATION:* Staff **recommends approval of the request**. Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF HUMAN RESOURCES, EMPLOYEE BENEFITS SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$295,782	\$0	\$295,782	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$295,782</b>	<b>\$0</b>	<b>\$295,782</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$295,782	\$0	\$295,782	\$0	\$0	0.0
Indirect cost assessment	127,029	0	127,029	0	0	0.0
<b>TOTAL</b>	<b>\$422,811</b>	<b>\$0</b>	<b>\$422,811</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$127,029</b>	<b>\$0</b>	<b>\$127,029</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	42.9%	n/a	42.9%	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$422,811</b>	<b>\$0</b>	<b>\$422,811</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

**(D) RISK MANAGEMENT SERVICES**

This office protects the State's human resource and property assets through the administration of liability insurance, property insurance, and workers' compensation. Services include accident investigation, legal defense, safety training, hazard mitigation, building inspection, insurance procurement, claim evaluation, and data collection. Risk Management Services is funded with fees collected from state agencies from common policy cost allocations for liability, property, and workers' compensation insurance. Common policy fee revenue is deposited in the Risk Management Fund created in Section 24-30-1510 (1)(a), C.R.S., the Self-insured Property Fund created in Section 24-30-1510.5 (1)(a), C.R.S., and the State Employee Workers' Compensation Account in the Risk Management Fund created in Section 24-30-1510.7 (1)(a), C.R.S. The reappropriated funds spending authority appropriated to the line items in this subdivision are from the previously identified cash funds.

**(1) RISK MANAGEMENT PROGRAM ADMINISTRATIVE COST**

This section includes line items for the administrative office and overhead costs of the Risk Management Program.

**PERSONAL SERVICES**

This line item funds the 12.3 FTE in Risk Management Services.

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

*REQUEST:* The Department requests an appropriation of \$1.1 million total funds, including \$6,414 General Fund and \$1.1 million reappropriated funds, and 11.5 FTE.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, RISK MANAGEMENT PROGRAM AND ADMINISTRATIVE COST, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$897,602	\$0	\$0	\$897,602	\$0	11.5
Other legislation	\$57,725	\$57,725	\$0	\$0	\$0	0.8
<b>TOTAL</b>	<b>\$955,327</b>	<b>\$57,725</b>	<b>\$0</b>	<b>\$897,602</b>	<b>\$0</b>	<b>12.3</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$955,327	\$57,725	\$0	\$897,602	\$0	12.3
Annualize prior year legislation and budget actions	43,485	0	0	43,485	0	0.0
Annualize prior year legislation and budget actions	25,655	(51,311)	0	76,966	0	0.2
	0	0	0	0	0	0.0
Operating common policy technical adjustments						
<b>TOTAL</b>	<b>\$1,024,467</b>	<b>\$6,414</b>	<b>\$0</b>	<b>\$1,018,053</b>	<b>\$0</b>	<b>12.5</b>
<b>INCREASE/(DECREASE)</b>	<b>\$69,140</b>	<b>(\$51,311)</b>	<b>\$0</b>	<b>\$120,451</b>	<b>\$0</b>	<b>0.2</b>
Percentage Change	7.2%	(88.9%)	n/a	13.4%	n/a	1.6%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$1,082,347</b>	<b>\$6,414</b>	<b>\$0</b>	<b>\$1,075,933</b>	<b>\$0</b>	<b>12.5</b>

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, RISK MANAGEMENT PROGRAM AND ADMINISTRATIVE COST, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Request Above/(Below) Recommendation	\$57,880	\$0	\$0	\$57,880	\$0	0.0

### OPERATING EXPENSES

This line item funds the operating expenses of Risk Management Services.

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

*REQUEST:* The Department requests a continuation appropriation of \$66,368 reappropriated funds.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, RISK MANAGEMENT PROGRAM AND ADMINISTRATIVE COST, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$63,668	\$0	\$0	\$63,668	\$0	0.0
Other legislation	\$6,350	\$6,350	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$70,018</b>	<b>\$6,350</b>	<b>\$0</b>	<b>\$63,668</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$70,018	\$6,350	\$0	\$63,668	\$0	0.0
Operating common policy technical adjustments	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(5,000)	(6,350)	0	1,350	0	0.0
<b>TOTAL</b>	<b>\$65,018</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,018</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$5,000)</b>	<b>(\$6,350)</b>	<b>\$0</b>	<b>\$1,350</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(7.1%)	(100.0%)	n/a	2.1%	n/a	n/a
FY 2024-25 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$1,350	\$0	\$0	\$1,350	\$0	0.0

### ACTUARIAL AND BROKER SERVICES

This line item funds the cost of actuarial and broker services for risk management programs.

*STATUTORY AUTHORITY:* Sections 24-30-1510, 24-30-1510.3, 24-30-1510.5, and 24-30-1510.7, C.R.S.

*REQUEST:* The Department requests an appropriation of \$402,627 reappropriated funds.

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

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, RISK MANAGEMENT PROGRAM AND ADMINISTRATIVE COST, ACTUARIAL AND BROKER SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$390,900	\$0	\$0	\$390,900	\$0	0.0
<b>TOTAL</b>	<b>\$390,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$390,900</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$390,900	\$0	\$0	\$390,900	\$0	0.0
Operating common policy technical adjustments	11,727	0	0	11,727	0	0.0
<b>TOTAL</b>	<b>\$402,627</b>	<b>\$0</b>	<b>\$0</b>	<b>\$402,627</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$11,727</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,727</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	3.0%	n/a	n/a	3.0%	n/a	n/a
FY 2024-25 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### RISK MANAGEMENT INFORMATION SYSTEM

This line item funds the risk management information system service fees. The system tracks claims for the three insurance programs.

*STATUTORY AUTHORITY:* Sections 24-30-1510, 24-30-1510.3, 24-30-1510.5, and 24-30-1510.7, C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$223,819 reappropriated funds.

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

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, RISK MANAGEMENT PROGRAM AND ADMINISTRATIVE COST, RISK MANAGEMENT INFORMATION SYSTEM						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$217,300	\$0	\$0	\$217,300	\$0	0.0
<b>TOTAL</b>	<b>\$217,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$217,300</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$217,300	\$0	\$0	\$217,300	\$0	0.0
Operating common policy technical adjustments	6,519	0	0	6,519	0	0.0
<b>TOTAL</b>	<b>\$223,819</b>	<b>\$0</b>	<b>\$0</b>	<b>\$223,819</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$6,519</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,519</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	3.0%	n/a	n/a	3.0%	n/a	n/a
FY 2024-25 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

**INDIRECT COST ASSESSMENT**

This line item reflects the amount of indirect cost assessments charged to program reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

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

*REQUEST:* The Department requests an appropriation of \$365,942 reappropriated funds.

*RECOMMENDATION:* Staff **recommends approval of the request**. Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$282,494	\$0	\$0	\$282,494	\$0	0.0
<b>TOTAL</b>	<b>\$282,494</b>	<b>\$0</b>	<b>\$0</b>	<b>\$282,494</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$282,494	\$0	\$0	\$282,494	\$0	0.0
Indirect cost assessment	83,448	0	0	83,448	0	0.0
<b>TOTAL</b>	<b>\$365,942</b>	<b>\$0</b>	<b>\$0</b>	<b>\$365,942</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$83,448</b>	<b>\$0</b>	<b>\$0</b>	<b>\$83,448</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	29.5%	n/a	n/a	29.5%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$365,942</b>	<b>\$0</b>	<b>\$0</b>	<b>\$365,942</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

**(2) LIABILITY**

This section includes line items for liability insurance premiums, deductibles, legal services, and claims expenses. The lines in this subdivision are funded from the Risk Management Fund created in Section 24-30-1510 (1)(a), C.R.S. The fund is continuously appropriated for purposes of the fund, other than the direct and indirect administrative costs of operating the risk management system, pursuant to Section 24-30-1510 (1)(a), C.R.S.

**LIABILITY CLAIMS**

The State is self-insured for the Liability Program, and this line is used to pay for liability claims. The program provides coverage to state agencies and employees for tort and federal claims, including those arising out of the scope of employment. Judgments for liabilities that do not involve federal law are limited by the Governmental Immunity Act pursuant to Section 24-10-114, C.R.S., limiting awards to \$424,000 per person and \$1,195,000 per occurrence. The limits in the Act are adjusted every 4 years based on growth of the Denver-Aurora-Lakewood consumer price index. This act does *not* apply to liabilities that pertain to federal law (e.g., Americans with Disabilities Act, age discrimination, gender discrimination, racial discrimination, etc.), and there is no damage limit for these awards.



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

*REQUEST:* The Department requests \$9,559,668 reappropriated funds. The request includes the annualization of the FY 2023-24 supplemental bill and a Risk Management base adjustment decrease of \$831,809 reappropriated funds to reflect the annual calculations made by the State's actuary to determine the anticipated cost of claims for FY 2024-25.

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

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, LIABILITY, LIABILITY CLAIMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FT E
FY 2023-24 APPROPRIATION						
H.B. 24-1195 (Supplemental)	\$33,414,927	\$0	\$0	\$33,414,927	\$0	0.0
S.B. 23-214 (Long Bill)	\$10,391,477	\$0	\$0	\$10,391,477	\$0	0.0
<b>TOTAL</b>	<b>\$43,806,404</b>	<b>\$0</b>	<b>\$0</b>	<b>\$43,806,404</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$43,806,404	\$0	\$0	\$43,806,404	\$0	0.0
Annualize prior year legislation and budget actions	(33,414,927)	0	0	(33,414,927)	0	0.0
Operating common policy technical adjustments	(831,809)	0	0	(831,809)	0	0.0
<b>TOTAL</b>	<b>\$9,559,668</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,559,668</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$34,246,736)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$34,246,736)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(78.2%)	n/a	n/a	(78.2%)	n/a	n/a
FY 2024-25 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## LIABILITY EXCESS POLICY

This line item funds additional excess policies for the State's liability program.

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

*REQUEST:* The Department requests a continuation appropriation of \$5,405,081 reappropriated funds for anticipated policy premiums.

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

**LIABILITY LEGAL SERVICES**

Pursuant to Section 24-30-1507, C.R.S., this line funds the legal expenses associated with the Liability Program. This legal services line item is not dependent on a calculation of legal services hours purchased from the Department of Law as most statewide legal services line items are calculated and appropriated. The Liability Legal Services line item is set by the State's risk management actuary as a dollar amount. Legal services are purchased from the Department of Law and private law firms, attorneys, and technical consultants. Funds in the Liability Program are continuously appropriated for this line pursuant to Section 24-30-1510 (1)(a), C.R.S.

*STATUTORY AUTHORITY:* Section 24-10-1507, C.R.S.

*REQUEST:* The Department requests \$8,933,507 reappropriated funds.

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

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, LIABILITY, LIABILITY LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$6,446,341	\$0	\$0	\$6,446,341	\$0	0.0
<b>TOTAL</b>	<b>\$6,446,341</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,446,341</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$6,446,341	\$0	\$0	\$6,446,341	\$0	0.0
Operating common policy technical adjustments	2,487,166	0	0	2,487,166	0	0.0
<b>TOTAL</b>	<b>\$8,933,507</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,933,507</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$2,487,166</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,487,166</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	38.6%	n/a	n/a	38.6%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$8,933,507</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,933,507</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

**(3) PROPERTY**

This section includes line items for property insurance premiums, deductibles, and claims-related expenses. The lines in this subdivision are funded from the Self-Insured Property Fund created in Section 24-30-1510.5 (1)(a), C.R.S. The fund is continuously appropriated for purposes of the fund, other than the direct and indirect administrative costs of operating the risk management system, pursuant to Section 24-30-1510.5 (1)(a), C.R.S.

**PROPERTY POLICIES**

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

*REQUEST:* The Department requests a continuation appropriation of \$13,241,581 reappropriated funds.

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

#### PROPERTY DEDUCTIBLES AND PAYOUTS

The property program pays for commercial insurance and pays a self-insured retention rather than a deductible for insurance coverage of state properties. This line item funds the payment of retentions and residuals as required by the property policies for the State's property insurance program. With the exception of losses over \$1,000,000, the State is self-funded for the majority of claims filed under the property program.

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

**REQUEST:** The Department requests an appropriation of \$13,100,000 reappropriated funds, which includes a Risk Management base adjustment increase of \$7.6 million reappropriated funds.

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

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, PROPERTY, PROPERTY DEDUCTIBLES AND PAYOUTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$5,524,375	\$0	\$0	\$5,524,375	\$0	0.0
<b>TOTAL</b>	<b>\$5,524,375</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,524,375</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$5,524,375	\$0	\$0	\$5,524,375	\$0	0.0
Operating common policy technical adjustments	7,575,625	0	0	7,575,625	0	0.0
<b>TOTAL</b>	<b>\$13,100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,100,000</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$7,575,625</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,575,625</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	137.1%	n/a	n/a	137.1%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$13,100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,100,000</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

#### (4) WORKERS' COMPENSATION

This section includes line items for workers' compensation insurance claims, premiums, legal services, and third party administrator expenses. The workers' compensation program is used to pay workers' compensation benefits to state employees. Similar to the liability program, the State is self-insured for workers' compensation claims. The two broad categories of workers' compensation payments are medical payments and indemnity payments. Indemnity benefits include settlements for permanent injuries and lost wages. The maximum workers' compensation benefits for lost wages are established by the Department of Labor and Employment pursuant to Section 8-47-106, C.R.S. There is no maximum payment for medical benefits. The Workers' Compensation Program is funded from the State Employee Workers' Compensation Account, a separate account within the Risk Management

Fund, pursuant to Section 24-30-1510.7, C.R.S. The account is continuously appropriated for the purposes of the account—other than the direct and indirect administrative costs of operating the risk management system—including legal services, litigation expenses, and third-party administrator expenses.

### WORKERS' COMPENSATION CLAIMS

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

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

*REQUEST:* The Department requests \$30,156,210 reappropriated funds, which includes a Risk Management base adjustment decrease of \$468,696 reappropriated funds.

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

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, WORKERS' COMPENSATION, WORKERS' COMPENSATION CLAIMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$30,624,906	\$0	\$0	\$30,624,906	\$0	0.0
<b>TOTAL</b>	<b>\$30,624,906</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,624,906</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$30,624,906	\$0	\$0	\$30,624,906	\$0	0.0
Operating common policy technical adjustments	(468,696)	0	0	(468,696)	0	0.0
<b>TOTAL</b>	<b>\$30,156,210</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,156,210</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$468,696)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$468,696)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(1.5%)	n/a	n/a	(1.5%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$30,156,210</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,156,210</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### WORKERS' COMPENSATION TPA FEES AND LOSS CONTROL

This line item funds third party administrator (TPA) fees paid to the State's TPA, Broadspire, and for loss control incentives.

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

*REQUEST:* The Department requests a continuation appropriation of \$1,850,000 reappropriated funds.

*RECOMMENDATION:* Staff recommends approval of the request.

**WORKERS' COMPENSATION EXCESS POLICY**

This line item funds the payment of the excess policy for the State's workers' compensation insurance program that limits the State's exposure in any one occurrence to \$10 million and covers the next \$50 million.

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

*REQUEST:* The Department requests a continuation appropriation of \$991636 reappropriated funds.

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

**WORKERS' COMPENSATION LEGAL SERVICES**

Prior to FY 2011-12, Pinnacol was the State's TPA and provided litigation services within its TPA contract. TPA contracts generally do not include litigation services, which is the case with Broadspire. The dollar amount is included in projections by the State's risk management actuary and is not appropriated based on estimated legal services hours provided by the Department of Law unlike most state agency legal services appropriations.

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

*REQUEST:* The Department requests \$2.0 million reappropriated funds.

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

DIVISION OF HUMAN RESOURCES, RISK MANAGEMENT SERVICES, WORKERS' COMPENSATION, WORKERS' COMPENSATION LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$1,423,590	\$0	\$0	\$1,423,590	\$0	0.0
<b>TOTAL</b>	<b>\$1,423,590</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,423,590</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$1,423,590	\$0	\$0	\$1,423,590	\$0	0.0
Centrally appropriated line items	596,177	0	0	596,177	0	0.0
<b>TOTAL</b>	<b>\$2,019,767</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,019,767</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$596,177</b>	<b>\$0</b>	<b>\$0</b>	<b>\$596,177</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	41.9%	n/a	n/a	41.9%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$2,019,767</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,019,767</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### (3) STATE PERSONNEL BOARD

This Division currently includes only the State Personnel Board. Historically, other constitutional independent entities such as the Independent Ethics Commission have been located in this Division. The State Personnel Board is authorized in Article XII, Sections 13 through 15, of the Colorado Constitution. Pursuant to Section 24-50-103, C.R.S., the Board has the authority to adopt by rule a uniform grievance procedure to be used by all departments and state agencies for classified employees in the state personnel system. The Board is responsible for the following: adjudicating employment disputes within the state classified system; promulgating rules to ensure that state employment is based on merit; conducting administrative hearings; promulgating rules under the authority of the State Administrative Procedures Act; and facilitating dispute resolution. The Personnel Board is funded by General Fund.

PERSONNEL BOARD						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 Appropriation</b>						
S.B. 23-214 (Long Bill)	\$677,129	\$677,129	\$0	\$0	\$0	4.8
Other legislation	25,015	25,015	0	0	0	0.2
<b>TOTAL</b>	<b>\$702,144</b>	<b>\$702,144</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>5.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$702,144	\$702,144	\$0	\$0	\$0	5.0
Centrally appropriated line items	(37,550)	(37,550)	0	0	0	0.0
Annualize prior year legislation and budget actions	6,337	6,337	0	0	0	0.1
Annualize prior year legislation and budget actions	26,776	26,776	0	0	0	0.0
<b>TOTAL</b>	<b>\$697,707</b>	<b>\$697,707</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>5.1</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$4,437)</b>	<b>(\$4,437)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.1</b>
Percentage Change	(0.6%)	(0.6%)	n/a	n/a	n/a	2.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

#### DECISION ITEMS –STATE PERSONNEL BOARD [NONE]

None.

#### LINE ITEM DETAIL –STATE PERSONNEL BOARD

##### PERSONAL SERVICES

This line item funds 4.8 FTE in the Personnel Board. The Personnel Board is almost entirely funded with General Fund. Cash funds are from fees collected for copies and case documentation.

*STATUTORY AUTHORITY:* Section 24-50-103, C.R.S.

*REQUEST:* The Department requests an appropriation of \$635,336 General Fund and 4.8 FTE.

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

STATE PERSONNEL BOARD, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$577,613	\$577,613	\$0	\$0	\$0	4.8
Other legislation	\$23,210	\$23,210	\$0	\$0	\$0	0.2
<b>TOTAL</b>	<b>\$600,823</b>	<b>\$600,823</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>5.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$600,823	\$600,823	\$0	\$0	\$0	5.0
Annualize prior year legislation and budget actions	26,776	26,776	0	0	0	0.0
Annualize prior year legislation and budget actions	7,737	7,737	0	0	0	0.1
<b>TOTAL</b>	<b>\$635,336</b>	<b>\$635,336</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>5.1</b>
<b>INCREASE/(DECREASE)</b>	<b>\$34,513</b>	<b>\$34,513</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.1</b>
Percentage Change	5.7%	5.7%	n/a	n/a	n/a	2.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$635,336</b>	<b>\$635,336</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>5.1</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## OPERATING EXPENSES

This line item funds the operating expenses of the Personnel Board.

**STATUTORY AUTHORITY:** Section 24-50-103, C.R.S.

**REQUEST:** The Department requests a continuation appropriation of \$23,374 General Fund.

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

STATE PERSONNEL BOARD, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$22,969	\$22,969	\$0	\$0	\$0	0.0
Other legislation	\$1,805	\$1,805	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$24,774</b>	<b>\$24,774</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$24,774	\$24,774	\$0	\$0	\$0	0.0
Annualize prior year legislation and budget actions	(1,400)	(1,400)	0	0	0	0.0
<b>TOTAL</b>	<b>\$23,374</b>	<b>\$23,374</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$1,400)</b>	<b>(\$1,400)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(5.7%)	(5.7%)	n/a	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$23,374</b>	<b>\$23,374</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## LEGAL SERVICES

This line item provides funding for the Personnel Board to purchase legal services from the Department of Law.

*STATUTORY AUTHORITY:* Sections 24-31-101 (1)(a), C.R.S., and 24-75-112 (1)(i), C.R.S.

*REQUEST:* The Department requests \$38,997 General Fund for the purchase of legal services in FY 2024-25.

*RECOMMENDATION:* Staff **recommendation is pending Committee action on the common policy for legal services.** The dollar amount of staff's recommendation is pending decision for the legal services Common Policy by the Committee. Staff requests permission to reflect the Committee decision in this line item. The amount included in the following table represents the Board's requested appropriation.

STATE PERSONNEL BOARD, LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$76,547	\$76,547	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$76,547</b>	<b>\$76,547</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$76,547	\$76,547	\$0	\$0	\$0	0.0
Centrally appropriated line items	(37,550)	(37,550)	0	0	0	0.0
<b>TOTAL</b>	<b>\$38,997</b>	<b>\$38,997</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$37,550)</b>	<b>(\$37,550)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(49.1%)	(49.1%)	n/a	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$38,997</b>	<b>\$38,997</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0



## (4) DIVISION OF CENTRAL SERVICES

The Division of Central Services provides statewide support services such as print, document management and retention, and mail services. Central Services is almost entirely funded by reappropriated funds consisting of user fees from state agencies. General Fund and cash funds from offender surcharges and grants provide funding for the Address Confidentiality Program within Integrated Document Solutions.

DIVISION CENTRAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 Appropriation</b>						
S.B. 23-214 (Long Bill)	\$35,836,550	\$1,634,646	\$1,381,565	\$32,820,339	\$0	127.9
H.B. 24-1195 (Supplemental)	0	0	0	0	0	0.0
Other legislation	120,821	0	0	120,821	0	0.0
<b>TOTAL</b>	<b>\$35,957,371</b>	<b>\$1,634,646</b>	<b>\$1,381,565</b>	<b>\$32,941,160</b>	<b>\$0</b>	<b>127.9</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$35,957,371	\$1,634,646	\$1,381,565	\$32,941,160	\$0	127.9
Technical adjustments	56,995	56,995	0	0	0	0.0
Annualize prior year legislation and budget actions	(53,234)	0	0	(53,234)	0	0.0
Indirect cost assessment	38,630	0	0	38,630	0	0.0
Annualize prior year legislation and budget actions	276,364	30,437	0	245,927	0	0.0
<b>TOTAL</b>	<b>\$36,276,126</b>	<b>\$1,722,078</b>	<b>\$1,381,565</b>	<b>\$33,172,483</b>	<b>\$0</b>	<b>127.9</b>
<b>INCREASE/(DECREASE)</b>	<b>\$318,755</b>	<b>\$87,432</b>	<b>\$0</b>	<b>\$231,323</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	0.9%	5.3%	0.0%	0.7%	n/a	0.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$36,276,126</b>	<b>\$1,722,078</b>	<b>\$1,381,565</b>	<b>\$33,172,483</b>	<b>\$0</b>	<b>127.9</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### DECISION ITEMS – DIVISION OF CENTRAL SERVICES [NONE]

None.

### LINE ITEM DETAIL – CENTRAL SERVICES

#### (A) ADMINISTRATION

The administration section provides management, human resources, accounting, and marketing services for Division programs. Administration is funded by reappropriated funds from user fees from state agencies deposited in the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S., and the Motor Fleet Management Fund created in Section 24-30-1115 (1), C.R.S.

**PERSONAL SERVICES**

This line item funds the 5.2 FTE in Central Services Administration. Central Services Administration is funded from reappropriated funds from the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S.

*STATUTORY AUTHORITY:* Section 24-30-1104, C.R.S.

*REQUEST:* The Department requests an appropriation of \$590,655 reappropriated funds and 5.2 FTE.

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

DIVISION CENTRAL SERVICES, ADMINISTRATION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$535,168	\$0	\$0	\$535,168	\$0	5.2
<b>TOTAL</b>	<b>\$535,168</b>	<b>\$0</b>	<b>\$0</b>	<b>\$535,168</b>	<b>\$0</b>	<b>5.2</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$535,168	\$0	\$0	\$535,168	\$0	5.2
Annualize prior year legislation and budget actions	55,487	0	0	55,487	0	0.0
<b>TOTAL</b>	<b>\$590,655</b>	<b>\$0</b>	<b>\$0</b>	<b>\$590,655</b>	<b>\$0</b>	<b>5.2</b>
<b>INCREASE/(DECREASE)</b>	<b>\$55,487</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,487</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	10.4%	n/a	n/a	10.4%	n/a	0.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$590,655</b>	<b>\$0</b>	<b>\$0</b>	<b>\$590,655</b>	<b>\$0</b>	<b>5.2</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

**OPERATING EXPENSES**

This line item funds the operating expenses of Central Services Administration.

*STATUTORY AUTHORITY:* Section 24-30-1104, C.R.S.

*REQUEST:* The Department requests a continuation level appropriation of \$27,690 reappropriated funds.

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

**INDIRECT COST ASSESSMENT**

This line item reflects the amount of indirect cost assessments charged to reappropriated funds sources as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

*STATUTORY AUTHORITY:* Section 24-30-1104, C.R.S.

*REQUEST:* The Department requests an appropriation of \$12,645 reappropriated funds.

**RECOMMENDATION:** Staff **recommends approval of the request.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION CENTRAL SERVICES, ADMINISTRATION, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$12,645	\$0	\$0	\$12,645	\$0	0.0
<b>TOTAL</b>	<b>\$12,645</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,645</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$12,645	\$0	\$0	\$12,645	\$0	0.0
Indirect cost assessment	1,847	0	0	1,847	0	0.0
<b>TOTAL</b>	<b>\$14,492</b>	<b>\$0</b>	<b>\$0</b>	<b>\$14,492</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$1,847</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,847</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	14.6%	n/a	n/a	14.6%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$14,492</b>	<b>\$0</b>	<b>\$0</b>	<b>\$14,492</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## (B) INTEGRATED DOCUMENT SOLUTIONS

Integrated Document Solutions (IDS) provides business support services comprising print, document management, data entry, imaging, and mail operations. The division has facilities in Pueblo and Denver and serves state agencies, institutions of higher education, and local governments. IDS is funded by reappropriated funds collected from user fees from state agencies and cash funds collected from user fees from non-state agencies and deposited in the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S. Additionally, the Address Confidentiality Program is located in IDS and is funded with General Fund and cash funds from offender surcharges and grants.

## PERSONAL SERVICES

This line item funds the 102.6 FTE in IDS, excluding the Address Confidentiality Program. IDS is funded from revenue and earned and deposited in the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S. Cash funds are earned from user fees from non-state agencies and reappropriated funds from user fees from state agencies.

**STATUTORY AUTHORITY:** Sections 24-30-1102 (4) and 24-30-1104 (1), C.R.S.

**REQUEST:** The Department requests an appropriation of \$7.9 million total funds, including \$141,615 cash funds and \$7.8 million reappropriated funds, and 102.6 FTE.

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

DIVISION CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$7,754,246	\$0	\$141,615	\$7,612,631	\$0	102.6
<b>TOTAL</b>	<b>\$7,754,246</b>	<b>\$0</b>	<b>\$141,615</b>	<b>\$7,612,631</b>	<b>\$0</b>	<b>102.6</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$7,754,246	\$0	\$141,615	\$7,612,631	\$0	102.6
Annualize prior year legislation and budget actions	190,440	0	0	190,440	0	0.0
<b>TOTAL</b>	<b>\$7,944,686</b>	<b>\$0</b>	<b>\$141,615</b>	<b>\$7,803,071</b>	<b>\$0</b>	<b>102.6</b>
<b>INCREASE/(DECREASE)</b>	<b>\$190,440</b>	<b>\$0</b>	<b>\$0</b>	<b>\$190,440</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	2.5%	n/a	0.0%	2.5%	n/a	0.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$7,944,686</b>	<b>\$0</b>	<b>\$141,615</b>	<b>\$7,803,071</b>	<b>\$0</b>	<b>102.6</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### OPERATING EXPENSES

This line item funds the operating expenses of IDS. In addition to administrative operating expenses, operating expenses include equipment and supplies for print, document, and mail services.

*STATUTORY AUTHORITY:* Sections 24-30-1102 (4) and 24-30-1104 (1), C.R.S.

*REQUEST:* The Department requests an appropriation of \$22.7 million total funds, including \$980,537 cash funds and \$21.7 million reappropriated funds.

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

DIVISION CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$22,665,399	\$0	\$980,537	\$21,684,862	\$0	0.0
Other legislation	\$120,821	\$0	\$0	\$120,821	\$0	0.0
H.B. 24-1195 (Supplemental)	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$22,786,220</b>	<b>\$0</b>	<b>\$980,537</b>	<b>\$21,805,683</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$22,786,220	\$0	\$980,537	\$21,805,683	\$0	0.0
Annualize prior year legislation and budget actions	(53,234)	0	0	(53,234)	0	0.0
<b>TOTAL</b>	<b>\$22,732,986</b>	<b>\$0</b>	<b>\$980,537</b>	<b>\$21,752,449</b>	<b>\$0</b>	<b>0.0</b>

DIVISION CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>INCREASE/(DECREASE)</b>	<b>(\$53,234)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$53,234)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(0.2%)	n/a	0.0%	(0.2%)	n/a	n/a
	<b>\$22,732,98</b>		<b>\$980,53</b>			
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>6</b>	<b>\$0</b>	<b>7</b>	<b>\$21,752,449</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### COMMERCIAL PRINT PAYMENTS

This line item was added in a FY 2015-16 supplemental for pass-through payments to commercial print vendors. Spending authority for these payments was formerly provided in the operating expenses line item. The IDS program has increased its use of commercial print vendors and expenditures from this line item represent pass-through payments from state agencies for print jobs that IDS has determined are best completed by outside vendors.

*STATUTORY AUTHORITY:* Sections 24-30-1102 (4) and 24-30-1104 (1), C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$1,733,260 reappropriated funds.

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

### PRINT EQUIPMENT LEASE PURCHASE

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

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

*REQUEST:* The Department requests a continuation appropriation of \$547,243 reappropriated funds.

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

### SCAN EQUIPMENT LEASE PURCHASE

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

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

*REQUEST:* The Department requests a continuation appropriation of \$151,776 reappropriated funds.

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

### UTILITIES

This line item supports the utility costs associated with IDS operations in Pueblo.

*STATUTORY AUTHORITY:* Sections 24-30-1102 (4) and 24-30-1104 (1), C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$69,000 reappropriated funds.

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

#### ADDRESS CONFIDENTIALITY PROGRAM

House Bill 11-1080 transferred the existing Address Confidentiality Program from the Department of State to the Department of Personnel. The program was established in 2007 to provide a confidential substitute address and mail forwarding system for program participants who are victims of domestic violence, sexual offenses, or stalking. The program was originally entirely cash funded through a surcharge levied on convicted offenders, 95 percent of which is deposited in the Address Confidentiality Program Surcharge Fund for the program, as well as grants. Participant growth has continued to exceed revenue growth from offender surcharges requiring additional General Fund to meet the program's statutory requirements regarding participation in the program. This line item funds 3.4 FTE for the program as well as administrative operating expenses, predominantly consisting of mail supplies and postage.

*STATUTORY AUTHORITY:* Part 21 of Article 30 of Title 24, C.R.S.

*REQUEST:* The Department requests \$739,029 total funds, including \$597,355 General Fund and \$141,674 cash funds, and 7.0 FTE.

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

DIVISION CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, ADDRESS CONFIDENTIALITY PROGRAM						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$730,050	\$588,376	\$141,674	\$0	\$0	7.0
<b>TOTAL</b>	<b>\$730,050</b>	<b>\$588,376</b>	<b>\$141,674</b>	<b>\$0</b>	<b>\$0</b>	<b>7.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$730,050	\$588,376	\$141,674	\$0	\$0	7.0
Annualize prior year legislation and budget actions	8,979	8,979	0	0	0	0.0
<b>TOTAL</b>	<b>\$739,029</b>	<b>\$597,355</b>	<b>\$141,674</b>	<b>\$0</b>	<b>\$0</b>	<b>7.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$8,979</b>	<b>\$8,979</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	1.2%	1.5%	0.0%	n/a	n/a	0.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$739,029</b>	<b>\$597,355</b>	<b>\$141,674</b>	<b>\$0</b>	<b>\$0</b>	<b>7.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

#### INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the IDS reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

*STATUTORY AUTHORITY:* Sections 24-30-1102 (4) and 24-30-1104 (1), C.R.S.

*REQUEST:* The Department requests an appropriation of \$453,783 reappropriated funds.

*RECOMMENDATION:* Staff **recommends approval of the request**. Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION CENTRAL SERVICES, INTEGRATED DOCUMENT SOLUTIONS, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$416,993	\$0	\$0	\$416,993	\$0	0.0
<b>TOTAL</b>	<b>\$416,993</b>	<b>\$0</b>	<b>\$0</b>	<b>\$416,993</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$416,993	\$0	\$0	\$416,993	\$0	0.0
Indirect cost assessment	36,783	0	0	36,783	0	0.0
<b>TOTAL</b>	<b>\$453,776</b>	<b>\$0</b>	<b>\$0</b>	<b>\$453,776</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$36,783</b>	<b>\$0</b>	<b>\$0</b>	<b>\$36,783</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	8.8%	n/a	n/a	8.8%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$453,776</b>	<b>\$0</b>	<b>\$0</b>	<b>\$453,776</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### (C) COLORADO STATE ARCHIVES

The Colorado State Archives preserves and maintains historical documents pertaining to Colorado's history and provides state agencies and the general public access to these records for legal and research purposes. The State Archives is predominantly General Funded. Fee revenue from requests for information and research from state agencies and the general public provide a lesser amount of reappropriated funds and cash funds deposited in the State Archives and Public Records Cash Fund created in Section 24-80-102 (10)(a), C.R.S.

### PERSONAL SERVICES

This line item funds the 13.1 FTE in State Archives consisting of archivists and technical and administrative staff. It previously resided in the Executive Director's Office.

*STATUTORY AUTHORITY:* Part 1 of Article 80 of Title 24, C.R.S.

*REQUEST:* The Department requests an appropriation of \$822,648 total funds including \$701,838 General Fund, \$91,739 cash funds, and \$29,071 reappropriated funds, and 13.1 FTE.

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

DIVISION CENTRAL SERVICES, COLORADO STATE ARCHIVES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$801,190	\$680,380	\$91,739	\$29,071	\$0	13.1
<b>TOTAL</b>	<b>\$801,190</b>	<b>\$680,380</b>	<b>\$91,739</b>	<b>\$29,071</b>	<b>\$0</b>	<b>13.1</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$801,190	\$680,380	\$91,739	\$29,071	\$0	13.1
Annualize prior year legislation and budget actions	21,458	21,458	0	0	0	0.0
<b>TOTAL</b>	<b>\$822,648</b>	<b>\$701,838</b>	<b>\$91,739</b>	<b>\$29,071</b>	<b>\$0</b>	<b>13.1</b>
<b>INCREASE/(DECREASE)</b>	<b>\$21,458</b>	<b>\$21,458</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	2.7%	3.2%	0.0%	0.0%	n/a	0.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$822,648</b>	<b>\$701,838</b>	<b>\$91,739</b>	<b>\$29,071</b>	<b>\$0</b>	<b>13.1</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### OPERATING EXPENSES

This line item funds the operating expenses of the State Archives, which includes information systems and multi-media storage equipment, supplies, and maintenance.

*STATUTORY AUTHORITY:* Part 1 of Article 80 of Title 24, C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$448,885 total funds, including \$422,885 General Fund and \$26,000 cash funds.

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

DIVISION CENTRAL SERVICES, COLORADO STATE ARCHIVES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$391,890	\$365,890	\$26,000	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$391,890</b>	<b>\$365,890</b>	<b>\$26,000</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$391,890	\$365,890	\$26,000	\$0	\$0	0.0
Technical adjustments	56,995	56,995	0	0	0	0.0
<b>TOTAL</b>	<b>\$448,885</b>	<b>\$422,885</b>	<b>\$26,000</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$56,995</b>	<b>\$56,995</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	14.5%	15.6%	0.0%	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$448,885</b>	<b>\$422,885</b>	<b>\$26,000</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0



## (5) DIVISION OF ACCOUNTS AND CONTROL

This division includes the Office of the State Controller in Financial Operations and Reporting, which manages statewide fiscal rules, conducts statewide financial reporting, provides policy and procedural guidance, and develops the statewide indirect cost allocation plan. CORE Operations oversees the Colorado Operations Resource Engine (CORE), the state's accounting system. Procurement and Contracts administers a statewide procurement program and meets the product and service needs of state agencies by negotiating contracts for goods and services. Central Collections Services provides for the collection of debts due to the state (repealed by S.B. 21-055 (Collection Of State Debt)). This Division is funded with rebates received from the Procurement Card Program, statewide indirect cost recoveries, cash funds from the Supplier Database Cash Fund, user fees from state agencies for CORE Operations deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a), C.R.S., collection fees assessed to individuals making payments in the collections process deposited in the Debt Collection Fund created in Section 24-30-202.4 (3)(e), C.R.S., and General Fund.

DIVISION OF ACCOUNTS AND CONTROL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 Appropriation</b>						
S.B. 23-214 (Long Bill)	\$15,003,347	\$3,695,447	\$5,888,708	\$5,419,192	\$0	68.6
H.B. 24-1195 (Supplemental)	0	0	190,615	(190,615)	0	0.0
<b>TOTAL</b>	<b>\$15,003,347</b>	<b>\$3,695,447</b>	<b>\$6,079,323</b>	<b>\$5,228,577</b>	<b>\$0</b>	<b>68.6</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$15,003,347	\$3,695,447	\$6,079,323	\$5,228,577	\$0	68.6
R1a Central services common policies	0	0	0	0	0	0.0
R1c FinOps additional staffing	220,341	220,341	0	0	0	1.8
R1d SPCO additional staffing	375,737	375,737	0	0	0	3.7
R2 Central payroll staffing	697,990	697,990	0	0	0	6.6
R5 CORE operating resources	425,000	0	0	425,000	0	0.0
Operating common policy technical adjustments	(132,481)	0	3,014,244	(3,146,725)	0	0.0
Technical adjustments	0	(376,394)	376,394	0	0	0.0
Annualize prior year legislation and budget actions	0	0	(190,615)	190,615	0	0.0
Indirect cost assessment	(205,620)	0	0	(205,620)	0	0.0
Annualize prior year legislation and budget actions	347,121	242,760	0	104,361	0	0.0
<b>TOTAL</b>	<b>\$16,731,435</b>	<b>\$4,855,881</b>	<b>\$9,279,346</b>	<b>\$2,596,208</b>	<b>\$0</b>	<b>80.7</b>
<b>INCREASE/(DECREASE)</b>	<b>\$1,728,088</b>	<b>\$1,160,434</b>	<b>\$3,200,023</b>	<b>(\$2,632,369)</b>	<b>\$0</b>	<b>12.1</b>
Percentage Change	11.5%	31.4%	52.6%	(50.3%)	n/a	17.6%
<b>FY 2024-25 EXECUTIVE REQUEST</b>						
Request Above/(Below) Recommendation	\$1,046,877	(\$4,855,881)	(\$2,971,999)	\$8,874,757	\$0	2.3

## DECISION ITEMS – DIVISION OF ACCOUNTS AND CONTROL

## → R1C FINANCIAL OPERATIONS AND REPORTING ADDITIONAL STAFFING

*Note: JBC staff has separated into distinct analyses and decisions the various aspects of the original FY 2024-25 R1 request, these elements are discussed in R1a through R1d. The elements in R1b are limited to the staffing request for the Financial Operations and Reporting unit.*

**REQUEST:** The Department requests an increase of \$477,349 reappropriated funds and 2.8 FTE in FY 2024-25 for the Financial Operations and Reporting unit to address the current and forecast Governmental Accounting Standards Board (GASB) Pronouncement workload increases. The request annualizes to \$496,030 reappropriated funds and 3.0 FTE in FY 2025-26 and ongoing. The Department requests reappropriated funds based on the assumption that the transition to a common policy funding methodology (R1a) is approved, otherwise the request would be for General Fund.

**RECOMMENDATION:** Staff recommends an increase of **\$220,341 General Fund** and 1.8 FTE in FY 2024-25. The recommendation annualizes to \$275,223 General Fund and 2.0 FTE. JBC staff recommendation follows the Committee’s policy for funding new FTE.

R1C FINANCIAL OPERATIONS AND REPORTING ADDITIONAL STAFFING - JBC STAFF RECOMMENDATION		
	FY 2024-25	FY 2025-26 AND ONGOING
Personal services	\$204,697	\$227,441
Operating expenses	15,644	2,560
Centrally appropriated costs	0	45,222
Total	\$220,341	\$275,223
FTE	1.8	2.0

**ANALYSIS:** The Governmental Accounting Standards Board is the entity responsible for issuing interpretations and requirements on generally accepted accounting principles (GAAP) for governmental organizations. GASB issues updates to its guidance periodically and many times those updates increase the unit’s workload. GASB accounting standards have become more complex, which drives an increase of workload over time. In FY 2011-12 there were 65 GASB standards and as of FY 2021-22 there are 101 standards. In the most recent GASB (GASB 96), the State is required to complete six new GASB standards including the collecting of a difficult and detailed subscription-based Information Technology arrangements report starting in FY 2022-23. In addition to the six new GASB standards effective, GASB requires four more standards effective in FY 2023-24 and FY 2024-25, and has at least eight additional statements anticipated by FY 2026-27. GASB also expects major changes to financial reporting including the modifications to Financial Reporting Model, Revenue and Expense Recognition, and recognition of Elements of Financial Statements in the years to come.

The additional staff will assist in addressing the State’s understanding, communication, training, implementation, and auditing of changes required for current and future GASB Pronouncements. In addition to addressing GAAP changes made by the GASB, the additional staffing will increase the capacity of the Financial Operations and Reporting unit to provide training and assistance requested by State agencies for budget and accounting implementation. There have been 42 new controller

delegates since 2021, each requiring training from Financial Services Unit (FSU) and the State Procurement and Contracts Office. It is critical for FSU to provide training, agency site visits, and additional guidance in the related professional areas to ensure the proper statewide budget control and the accounting compliance. With additional funding and FTE, FSU could offer department training better tailored to department needs beyond just the training for the opening and closing of the existing year.

FINANCIAL OPERATIONS AND REPORTING WORKLOAD ASSESSMENT				
WORKGROUP	ESTIMATED ANNUAL WORKLOAD (HOURS)	FTE EQUIVALENT (2,080 HOURS)	ACTUAL FTE	FTE DEFICIENCY
Financial Services Unit	41,730	20.1	17.0	3.1
			Vacancies as of 10/2023	(1.0)
			Net staffing need	2.1

The Department conducted an internal survey and found that the workload for the Financial Service Unit is greater than the available staffing resources. Their workload exceeds the statutorily defined annualized work hours (2,080 hrs.) for a single FTE. (Section 24-75-112 (1)(d)(I), C.R.S.) The survey estimates FSU staff expend approximately 41,730 hours each year under current workload circumstances, equivalent to 20.1 FTE. The Department reports it currently has 17.0 FTE with 1 vacancies.<sup>4</sup> The Department requests, and staff recommends, increasing funding for staffing resources to bridge the workload gap.

#### → R1D STATE PROCUREMENT AND CONTRACTS OFFICE ADDITIONAL STAFFING

*Note: JBC staff has separated into distinct analyses and decisions the various aspects of the original FY 2024-25 R1 request, these elements are discussed in R1a through R1d. The elements in R1b are limited to the staffing request for the SPCO.*

**REQUEST:** The Department requests and increase \$615,238 reappropriated funds and 3.6 FTE in FY 2024-25 for the State Purchasing and Contracts Office (SPCO). As part of the total funding for this office, the Department is requesting \$90,000 for targeted, base-building salary adjustments for the State Purchasing and Contracts Office. The request annualizes to \$630,476 reappropriated funds and 4.0 FTE in FY 2025-26 and ongoing. The Department requests reappropriated funds based on the assumption that the transition to a common policy funding methodology (R1a) is approved, otherwise the request would be for General Fund.

**RECOMMENDATION:** Staff recommends an appropriation of **\$375,737 General Fund** and 3.7 FTE in FY 2024-25. The recommendation annualizes to \$459,415 General Fund and 4.0 FTE.

R1B STATE PROCUREMENT AND CONTRACTS OFFICE ADDITIONAL STAFFING - JBC STAFF RECOMMENDATION		
	FY 2024-25	FY 2025-26 AND ONGOING
Personal services	\$344,321	\$371,664
Operating expenses	31,416	5,120
Centrally appropriated costs	0	82,631
Total	\$375,737	\$459,415

<sup>4</sup> Reported in the Department's response to FY 2023-24 Multi-Department Request for Information #1. (submitted Nov. 15, 2023)

R1B STATE PROCUREMENT AND CONTRACTS OFFICE ADDITIONAL STAFFING - JBC STAFF RECOMMENDATION		
	FY 2024-25	FY 2025-26 AND ONGOING
FTE	3.7	4.0

Staff **recommends denial of the targeted, base-building salary adjustment.**

*ANALYSIS:* The increased staffing will provide assistance in reviewing settlements, reviewing and approving high risk contracts, and ad hoc projects. Additionally, the staffing resources will help address the increasing demand from State agencies for new state price agreements as well as direct procurement support to smaller state agencies. Finally, the Department anticipates that the additional staffing will enable the SPCO to enforce its rules and policies by identifying instances of non-compliance, working with agencies on a corrective action plan, providing training to the agencies, and modifying delegation agreements as needed.

The workload of several groups within the State Procurement and Contracts Office has increased substantially. The workload of the Central Contracts Unit (CCU) increases each year as agencies increase their budget and workloads. This team also handles settlement agreement review and execution. This year, a specialist assigned to settlement agreements have reviewed 120 settlements, up from 64 in FY 2020-21 and 73 in FY 2021-22. In FY 2019-20, the State Team managed 168 price agreements with a total spend of \$175 million, generating \$3.5 million in administrative fee revenue. In FY 2021-22, there were 205 state price agreements, with a total spend of \$263 million, generating \$4.9 million in administrative fee revenue. For FY 2022-23 the number of price agreements increased to 215.

Additional projects in the Procurement Programs Unit include the upgrade to the Contract Management System (CMS), replacement for BIDSColorado, and supporting ongoing responsibilities. The CMS upgrade went live in 2023 and requires additional work to be fully functional. BIDSColorado is the current system where all State Price Agreements are made available to state agencies, institutions of higher education, local governments, and certified nonprofits. The requirements of H.B. 21-1110 (Colorado Laws for Persons with Disabilities) make the completion of the upgrade urgent and time-sensitive. In addition to being outdated and difficult to use, BIDSColorado is not accessible.

STATE PROCUREMENT AND CONTRACTS OFFICE WORKLOAD ASSESSMENT				
WORKGROUP	ESTIMATED ANNUAL WORKLOAD (HOURS)	FTE EQUIVALENT (2,080 HOURS)	ACTUAL FTE	FTE DEFICIENCY
Contracts	19,500	9.4	7.0	2.4
Purchasing	14,300	6.9	6.0	0.9
Marketing and training	5,980	2.9	2.0	0.9
Total	39,780	19.2	15.0	4.2
			Vacancies as of 10/2023	0.0
			Net staffing need	4.2

The State Procurement and Contracts Office has a staffing deficiency. An internal assessment estimates the SPCO staff are working 39780 hours annually, equivalent to 19.2 FTE. The Department

reports the SPCO currently has 15.0 FTE with zero vacancies.<sup>5</sup> The Department requests, and staff recommends, increasing funding for staffing resources to bridge the workload gap.

### TARGETED SALARY ADJUSTMENT

The Department's request for a targeted, base-building salary adjustment is well meaning but not fully scoped or planned. The Department would like to increase the annual base salary of each of the 15 SPCO staff by \$6,000, or \$500 per month per employee. The Department contends that both private sector market circumstances and inter-agency competition has created staffing issues for the SPCO, specifically around recruitment and retention. The SPCO reports that two staff recently moved to other departments, partially due to workload and partially due to higher compensation. However, the SPCO has also reported being fully staffed as recently as October 31, 2023, which suggests that the unit is competing effectively in attracting new staff.

JBC staff asked the Department to assess how this additional compensation would interact with the move to a step pay system. The Department responded that the additional pay would be assessed prior to any across-the-board or step plan adjustments, but did not provide a detailed assessment on how it would impact the compensation of the SPCO staff. JBC staff followed the Department's direction in applying the requested increase and two elements of the model drew concern. First, when comparing the impact of the requested salary adjustment to the FY 2024-25 standard total compensation adjustments (i.e., 3.0 percent across-the-board and placement on the step plan), two of the SPCO staff would have higher FY 2024-25 compensation if the salary adjustment was not applied. Second, the method of applying the adjustment (e.g., prior to other compensation adjustments) would increase the total compensation costs for these employees by an additional \$74,000.

JBC STAFF MODEL - R1D TARGETED, BASE-BUILDING SALARY ADJUSTMENT										
FTE	JULY 2023 BASE SALARY	R1D BASE ADJUST (\$)	PRE- ABT REVISED BASE	MARKET ATB INCREASE (3.0%)	POST- ABT REVISED BASE	TOTAL MONTHLY STEP INCREASE	REQUESTED REVISED BASE SALARY	% INCREASE OVER STARTING BASE	COMPARISON TO ESTABLISHED TOTAL COMP	
									MONTHLY DIFF B/W REQUEST AND TOTAL COMP	ANNUAL DIFF B/W REQUEST AND TOTAL COMP
1	\$8,400	\$500	\$8,900	\$267	\$9,167	\$0	\$9,167	9.1%	\$515	\$6,180
2	10,046	500	10,546	316	10,862	0	10,862	8.1%	515	6,180
3	7,350	500	7,850	236	8,086	0	8,086	10.0%	515	6,180
4	5,759	500	6,259	188	6,447	0	6,447	11.9%	515	6,180
5	8,400	500	8,900	267	9,167	0	9,167	9.1%	515	6,180
6	7,666	500	8,166	245	8,411	0	8,411	9.7%	515	6,180
7	8,466	500	8,966	269	9,235	692	9,927	17.3%	(26)	(309)
8	6,932	500	7,432	223	7,655	0	7,655	10.4%	33	396
9	6,596	500	7,096	213	7,309	305	7,614	15.4%	(26)	(309)
10	7,193	500	7,693	231	7,924	0	7,924	10.2%	515	6,180
11	6,884	500	7,384	222	7,606	0	7,606	10.5%	515	6,180
12	7,666	500	8,166	245	8,411	0	8,411	9.7%	515	6,180
13	6,164	500	6,664	200	6,864	0	6,864	11.4%	515	6,180
14	9,300	500	9,800	294	10,094	0	10,094	8.5%	515	6,180
15	6,617	500	7,117	214	7,331	0	7,331	10.8%	515	6,180
Total									\$6,161	\$73,938

<sup>5</sup> Reported in the Department's response to FY 2023-24 Multi-Department Request for Information #1. (submitted Nov. 15, 2023)

Taking into consideration the modeling results, and the relative opacity of this portion of the request, JBC staff does not recommend the targeted, base-building salary adjustment.

## → R2 CENTRAL PAYROLL STAFFING

**REQUEST:** The Department requests \$1,147,961 General Fund and 8.0 FTE in FY 2024-25 for the Central Payroll Unit to support its work related to the COWINS Partnership Agreement, human resources and payroll training, payroll taxes, and the transition to a new time and leave system. The Department is requesting funding for the positions at the range mid-point for each FTE, inclusive of centrally appropriated costs.

**RECOMMENDATION:** Staff **recommends an appropriation \$759,637 General Fund and 6.6 FTE** in FY 2024-25. The recommendation includes centrally appropriated costs cost for three FTE that are already on the Department's payroll. The recommendation annualizes to \$840,382 General Fund and 7.0 FTE in FY 2025-26 and ongoing.

JBC STAFF RECOMMENDED - R2 CENTRAL PAYROLL STAFFING		
COST COMPONENT	FY 2024-25	FY 2025-26 AND ONGOING
Personal services	\$642,852	\$683,694
Operating expenses	55,138	8,960
Centrally appropriated costs	61,647	147,728
Total	\$759,637	\$840,382
FTE	6.6	7.0

**ANALYSIS:** The Central Payroll Unit in the Department's Office of the State Controller is responsible for processing payroll for all classified and non-classified employees in the executive, legislative, and judicial branches. The Unit currently has 9.0 FTE and utilizes the State's 35-year old payroll system to manage approximately 54 payroll cycles per year. The Unit is a business, systems, and services provider for all state agencies.

The Department is requesting funding for an additional 8 positions in the Central Payroll Unit to support its work related to the COWINS Partnership Agreement, human resources and payroll training, payroll taxes, and the transition to a new time and leave system. The Department is requesting funding for the positions at the range mid-point for each FTE, inclusive of centrally appropriated costs. For staffing for associated with the COWINS Partnership Agreement, the Department is seeking to hire one Data Management VI and two Data Management V positions. For human resources and payroll training the Department has requested funding for a Training Specialist III. The Department requests funding for an Accountant IV to address payroll tax workload. The staffing request for managing the transition to a new time and leave system is for one Data Management VI and two Data Management V positions.

DEPARTMENT WORKLOAD HOURS ESTIMATE				
WORKLOAD ELEMENT	ANNUAL HOURS	FTE (2,080 HRS)	REQUESTED POSITIONS (FTE)	RECOMMENDED POSITIONS (FTE)
COWINS Partnership Agreement	3,650	1.8	Data Man. VI (1) Data Man. V (2)	Data Man. VI (1) Data Man. V (1)
HR and payroll training	3,000	1.4	Train. Spec. III (1)	Train. Spec. III (1)
Payroll taxes	2,080	1.0	Acct. III (1)	Acct. III (1)

DEPARTMENT WORKLOAD HOURS ESTIMATE				
WORKLOAD ELEMENT	ANNUAL HOURS	FTE (2,080 HRS)	REQUESTED POSITIONS (FTE)	RECOMMENDED POSITIONS (FTE)
Time and leave system	6,000	2.9	Data Man. VI (1) Data Man. V (2)	Data Man. VI (1) Data Man. V (2)
Total	14,730	7.1	8.0	7.0

The Department reports a substantial increase in the workload for the Central Payroll Unit. Their assessment indicates that the additional requirements for each of the four workload elements included in their request total an additional 14,730 hours per year. Based on an assumed 2,080 hours per year for a full-time equivalent (FTE) employee, the FY 2024-25 FTE count would be 7.1 FTE.

### **COWINS PARTNERSHIP AGREEMENT**

The Department seeks additional staffing resources to manage compliance, payroll processing changes, training and technical assistance related to workload driven by the Colorado Workers for Innovation and New Solutions (COWINS) Partnership Agreement. The requested staffing resources will review, advise, and implement payroll, time and leave, and operational practices and procedures. These staff will also monitor compliance with Partnership Agreement provisions related to payroll purchasing and contract delegation. The Department estimates the various Articles of the Partnership Agreement add 1,900 hours of workload per year to the Central Payroll Unit.

The Department has completed the negotiations of four State Entity Agreements (SEA) with the Department of Human Services (effective Jan. 12, 2023), the Department of Corrections (effective March 9, 2023), CSU Pueblo (effective Dec. 15, 2023), and CSU Fort Collins (effective Jan. 23, 2024). Negotiations for a State Entity Agreement for the Department of Revenue began in January 2024. Based on its experience with the Departments of Human Services (DHS) and Corrections (DOC) SEAs, the Department of Personnel estimated that these negotiations added 3,500 work hours. Given the size and complexity of both DHS and DOC, and the limited number of SEAs negotiated to date, JBC discounted those work hours by 50.0 percent on the assumption that smaller, less complex departments and agencies will require significantly fewer work hours to complete. Also, the Department is unable provided an estimate of the number of SEAs to be negotiate in FY 2024-23, as they report that they are notified one to two months before negotiations commence.

### **HR AND PAYROLL TRAINING**

The additional staffing resources is anticipated to plan, organize, produce, and implement training related to the current and new payroll systems. This employee's workload will include assessing and evaluating exiting training to identify area where additional training materials are needed, or where new trainings are necessary. Additionally, this position will manage the training environments for both the current and new payroll system to ensure that these training resources are accessible to those who need them. The Department expects this staff to also assist with help desk functions for the Central Payroll Support Team. The Department estimates annual workload to be 3,000 hours.

### **PAYROLL TAXES**

The workload of the staff dedicated to payroll taxes will include ensuring that that State is in compliance with federal, state, and local tax codes and policies. This staff person will design and implement tax policies and strategies, while serving as an expert on reciprocity agreements between states. Additionally, this position will ensure that all payments for federal, state, and local payroll taxes

are accurate and timely, as well preparing and auditing quarterly employer federal tax returns. The position will assist in the application of state taxes for new employees. The Department estimates that 2,080 hours of work per year for this position.

#### **TIME AND LEAVE SYSTEM**

The additional staffing resources dedicated to time and leave systems will ensure existing statewide timekeeping systems and processes are followed, as well as assist with Phase 2 the Payroll Modernization Project, which received capital construction appropriations in FY 2023-24. These staff will provide strategic operational oversight and governance of the time, attendance, and leave system for the state government. These staff will be responsible for collecting and analyzing time and leave data from all agencies to create standards, which will be communicated to agencies statewide through established working groups. This team will create and conduct trainings for state agencies based on the data collected and the implementation of new statutes, rules, and laws promulgated by federal, state, and local governments. The Department estimates an annual workload of 6,000 hours for this team.

The Department received an IT Capital appropriation (\$14.2 million) in FY 2023-24 for Phase 2 of their Payroll Modernization Project. The Department has utilized a portion of this FY 2023-24 IT Capital appropriation (\$14.2 million) for Phase 2 of their Payroll Modernization Project to hire three positions in this request associated with their time and leave workload and the HR and payroll training workload (i.e., Training Specialist III, a Data Management V, and a Data Management VI), which is directly related to the IT Capital project. The Department is requesting ongoing operating funding to support these FTE because these positions would eventually need to be moved from the capital budget to the operating budget for the continued support of the payroll system. Transition the funding for these FTE to the operating budget frees up capital appropriations for the Phase 2 project. Staff is recommending the ongoing funding for these FTE at the range minimum, but including centrally appropriated costs because these employees are already hired.

#### **RECOMMENDED FTE FUNDING**

The Department is requesting funding at the midpoint of the range for each FTE, arguing that these positions must be tenured professionals. The Department has a strong preference towards those with state employment experience and understanding of internal systems and requirements. The Department asserts that nearly all positions within the Office of the State Controller require an elevated level of skill applied at the level of a statewide subject matter expert.

Regardless of these stated preferences and assertions, JBC staff still recommends the funding the new FTE at the range minimum, in accordance with Committee policy. Adhering to this policy provides several benefits. It is a preventative measure for addressing compression pay issues, where a new hire is making the same or more than a long serving and more experienced colleague of the same job classification and level. Appropriating at the range minimum also encourages efficient use of any existing vacancy savings and incentivizes promoting from within existing staff. To the latter point, the marginal cost of promoting an internal candidate is less than bringing in a new employee, as shown in the table below.



MARGINAL COST OF INTERNAL HIRE	
PROMOTION	ANNUAL PERSONAL SERVICES COST
Accountant III at range Q2	\$102,464
Accountant IV at range Q2	112,975
Incremental cost of promotion	\$10,511
APPROPRIATION AT RANGE MINIMUM (COMMITTEE POLICY)	
Accountant IV at range min.	\$98,232
Remaining appropriation	\$87,722
NEW HIRE TO REPLACE PROMOTED	
Accountant III at range min.	\$89,105
Deficit in appropriation	(\$1,383)
Total required for promotion and new hire	\$99,616

## LINE ITEM DETAIL – DIVISION OF ACCOUNTS AND CONTROL

### (A) FINANCIAL OPERATIONS AND REPORTING

This subdivision was formerly the subdivision known as the Office of the State Controller. Pursuant to Sections 24-30-201 through 24-30-207, C.R.S., the Office of the State Controller is statutorily charged with managing the financial operations of the State of Colorado. This includes statewide financial reporting, providing policy and procedural guidance, developing the statewide indirect cost plan, operating the state's payroll system, issuing warrants, and providing specialized accounting services to other state agencies.

### PERSONAL SERVICES

This line item funds the personnel in Financial Operations and Reporting. This sub-subdivision is primarily appropriated General Fund. Cash funds sources include rebates received from the Procurement Card Program and indirect costs paid from institutions of higher education, both of which offset General Fund.

*STATUTORY AUTHORITY:* Section 24-30-201, C.R.S.

*REQUEST:* The Department requests an appropriation of \$4.7 million reappropriated funds from fees collected from other state agencies, and 40.3 FTE.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$3,225,516	\$3,225,516	\$0	\$0	\$0	29.5
H.B. 24-1195 (Supplemental)	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$3,225,516</b>	<b>\$3,225,516</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>29.5</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$3,225,516	\$3,225,516	\$0	\$0	\$0	29.5

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATE D FUNDS	FEDERAL FUNDS	FTE
R2 Central payroll staffing	642,852	642,852	0	0	0	6.6
R1c FinOps additional staffing	204,697	204,697	0	0	0	1.8
Annualize prior year legislation and budget actions	161,025	161,025	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$4,234,090</b>	<b>\$4,234,090</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>37.9</b>
<b>INCREASE/(DECREASE)</b>	<b>\$1,008,574</b>	<b>\$1,008,574</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>8.4</b>
Percentage Change	31.3%	31.3%	n/a	n/a	n/a	28.5%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$4,737,774</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,737,774</b>	<b>\$0</b>	<b>40.3</b>
Request Above/(Below) Recommendation	\$503,684	(\$4,234,090)	\$0	\$4,737,774	\$0	2.4

### OPERATING EXPENSES

This line item funds the operating expenses of Financial Operations and Reporting. Cash funds sources include rebates received from the Procurement Card Program and indirect costs paid from institutions of higher education, both of which offset General Fund.

*STATUTORY AUTHORITY:* Section 24-30-201, C.R.S.

*REQUEST:* The Department requests an appropriation of \$167,212 reappropriated funds from fees collected from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$138,303	\$138,303	\$0	\$0	\$0	0.0
H.B. 24-1195 (Supplemental)	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$138,303</b>	<b>\$138,303</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$138,303	\$138,303	\$0	\$0	\$0	0.0
R2 Central payroll staffing	55,138	55,138	0	0	0	0.0
R1c FinOps additional staffing	15,644	15,644	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$209,085</b>	<b>\$209,085</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$70,782</b>	<b>\$70,782</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	51.2%	51.2%	n/a	n/a	n/a	n/a

DIVISION OF ACCOUNTS AND CONTROL, FINANCIAL OPERATIONS AND REPORTING, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$167,212</b>	<b>\$0</b>	<b>\$0</b>	<b>\$167,212</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	(\$41,873)	(\$209,085)	\$0	\$167,212	\$0	0.0

**(B) PROCUREMENT AND CONTRACTS**

This subdivision includes subdivisions formerly known as the State Purchasing Office and Supplier Database and e-Procurement. This subdivision manages statewide centralized procurement including promulgating the State's procurement rules, managing the Bids Information and Distribution System (BIDS), providing procurement education, and administering statewide price agreements. BIDS allows registered vendors to identify opportunities to conduct business with the State (Section 24-102-202.5 (2), C.R.S.). The Department uses the database to notify appropriate vendors when the State issues requests for proposals (RFPs) or invites bids for goods or services. Vendors pay annual registration fees to be included in the BIDS database, and these fees are deposited into the Supplier Database Cash Fund. Money is appropriated from the Fund to support the program's activities. The e-procurement program was established for the purpose of a statewide centralized electronic procurement system pursuant to Section 24-102-202.5 (2.5), C.R.S. Cash funding is provided by fees from vendors with cooperative purchasing agreements and from local public procurement units participating in the e-procurement system. House Bill 13-1184 consolidated the Electronic Procurement Program Account with the Supplier Database Cash Fund at the end of FY 2012-13.

**PERSONAL SERVICES**

This line item funds the 16.8 FTE in Procurement and Contracts. This subdivision is primarily cash funded from revenues from the Procurement Card Program, indirect cost assessments from institutions of higher education pursuant to Section 24-102-207 (3), C.R.S., and reimbursements from the Western States Contracting Alliances (WSCA).

*STATUTORY AUTHORITY:* Sections 24-102-201, 24-102-202, 24-102-205, 24-102-207, and 24-102-301, C.R.S.

*REQUEST:* The Department requests an appropriation of \$2.4 million reappropriated funds from fees collected from other state agencies and 20.4 FTE.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF ACCOUNTS AND CONTROL, PROCUREMENT AND CONTRACTS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATE D FUNDS	FEDERA L FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
	\$1,783,65					
S.B. 23-214 (Long Bill)	9	\$294,659	\$1,489,000	\$0	\$0	16.8
<b>TOTAL</b>	<b>9</b>	<b>\$294,659</b>	<b>\$1,489,000</b>	<b>\$0</b>	<b>\$0</b>	<b>16.8</b>

DIVISION OF ACCOUNTS AND CONTROL, PROCUREMENT AND CONTRACTS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATE D FUNDS	FEDERAL FUNDS	FTE
FY 2024-25 RECOMMENDED APPROPRIATION						
	\$1,783,65					
FY 2023-24 Appropriation	9	\$294,659	\$1,489,000	\$0	\$0	16.8
R1d SPCO additional staffing	344,321	344,321	0	0	0	3.7
Annualize prior year legislation and budget actions	81,735	81,735	0	0	0	0.0
Technical adjustments	0	(376,394)	376,394	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0
<b>TOTAL</b>	<b>\$2,209,71</b>	<b>5</b>	<b>\$344,321</b>	<b>\$1,865,394</b>	<b>\$0</b>	<b>\$0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$426,056</b>	<b>\$49,662</b>	<b>\$376,394</b>	<b>\$0</b>	<b>\$0</b>	<b>3.7</b>
Percentage Change	23.9%	16.9%	25.3%	n/a	n/a	22.0 %
	\$2,370,49					
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>2</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,370,492</b>	<b>\$0</b>	<b>20.4</b>
Request Above/(Below) Recommendation	\$160,777	(\$344,321 )	(\$1,865,394 )	\$2,370,492	\$0	(0.1)

### OPERATING EXPENSES

This line item funds the operating expenses Procurement and Contracts. This subdivision is entirely cash funded from revenues from the Procurement Card Program, indirect cost assessments from institutions of higher education pursuant to Section 24-102-207 (3), C.R.S., and reimbursements from the Western States Contracting Alliances (WSCA).

*STATUTORY AUTHORITY:* Sections 24-102-201, 24-102-202, 24-102-205, 24-102-207, and 24-102-301, C.R.S.

*REQUEST:* The Department requests an appropriation of \$67,674 reappropriated funds from fees collected from other state agencies.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF ACCOUNTS AND CONTROL, PROCUREMENT AND CONTRACTS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$36,969	\$36,969	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$36,969</b>	<b>\$36,969</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$36,969	\$36,969	\$0	\$0	\$0	0.0
R1d SPCO additional staffing	31,416	31,416	0	0	0	0.0
R1a Central services common policies	0	0	0	0	0	0.0

DIVISION OF ACCOUNTS AND CONTROL, PROCUREMENT AND CONTRACTS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>TOTAL</b>	<b>\$68,385</b>	<b>\$68,385</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$31,416</b>	<b>\$31,416</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	85.0%	85.0%	n/a	n/a	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$67,674</b>	<b>\$0</b>	<b>\$0</b>	<b>\$67,674</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	(\$711)	(\$68,385)	\$0	\$67,674	\$0	0.0

### (C) CORE OPERATIONS

This subdivision is responsible for the Colorado Operations Resource Engine or CORE, the state's accounting system and its integrated information technology system modules. CORE Operations is predominantly funded by reappropriated funds from fees paid by state agency users. State agency fee revenue is deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a), C.R.S. CORE Operations is also funded from cash funds from the Supplier Database Cash Fund created in Section 24-102-202.5 (2)(a), C.R.S., for supplier database and e-procurement modules.

### PERSONAL SERVICES

This line item funds the 22.3 FTE in CORE Operations. This line item is predominantly funded by reappropriated funds from user fees from state agencies deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a), C.R.S. Cash funds are provided from the Supplier Database Cash Fund created in Section 24-102-202.5 (2)(a), C.R.S., for supplier database and e-procurement modules.

*STATUTORY AUTHORITY:* Sections 24-30-201, 24-30-29, and 24-102-202.5, C.R.S.

*REQUEST:* The Department requests an appropriation of \$2.3 million total funds, including \$121,549 cash funds from the Supplier Database Cash Fund and \$2.2 million reappropriated funds fees collected from other state agencies, and 22.3 FTE.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.** Cash funds are from the Supplier Database Cash Fund and reappropriated funds are from fees collected from other state agencies.

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$2,224,068	\$0	\$0	\$2,224,068	\$0	22.3
<b>TOTAL</b>	<b>\$2,224,068</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,224,068</b>	<b>\$0</b>	<b>22.3</b>
FY 2024-25 RECOMMENDED APPROPRIATION						

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 Appropriation	\$2,224,068	\$0	\$0	\$2,224,068	\$0	22.3
Annualize prior year legislation and budget actions	104,361	0	0	104,361	0	0.0
Operating common policy technical adjustments	0	0	1,653,154	(1,653,154)	0	0.0
<b>TOTAL</b>	<b>\$2,328,429</b>	<b>\$0</b>	<b>\$1,653,154</b>	<b>\$675,275</b>	<b>\$0</b>	<b>22.3</b>
<b>INCREASE/(DECREASE)</b>	<b>\$104,361</b>	<b>\$0</b>	<b>\$1,653,154</b>	<b>(\$1,548,793)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	4.7%	n/a	n/a	(69.6%)	n/a	%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$2,328,429</b>	<b>\$0</b>	<b>\$121,549</b>	<b>\$2,206,880</b>	<b>\$0</b>	<b>22.3</b>
Request Above/(Below) Recommendation	\$0	\$0	(\$1,531,605)	\$1,531,605	\$0	0.0

### OPERATING EXPENSES

This line item funds the operating expenses of the Personnel Board. This line item is predominantly funded by reappropriated funds from user fees from state agencies deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a), C.R.S. Cash funds are provided from the Supplier Database Cash Fund created in Section 24-102-202.5 (2)(a), C.R.S., for supplier database and e-procurement modules.

*STATUTORY AUTHORITY:* Sections 24-30-201, 24-30-29, and 24-102-202.5, C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$59,590 reappropriated funds.

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

### PAYMENTS FOR CORE AND SUPPORT MODULES

This line item pays for CORE system and modules annual licensing and operating costs. This line item is predominantly funded by reappropriated funds from user fees from state agencies deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a), C.R.S. Cash funds are provided from the Supplier Database Cash Fund created in Section 24-102-202.5 (2)(a), C.R.S., for supplier database and e-procurement modules.

*STATUTORY AUTHORITY:* Sections 24-30-201, 24-30-29, and 24-102-202.5, C.R.S.

*REQUEST:* The Department requests an appropriation of \$6.6 million total funds, including \$6.2 million cash funds and \$425,000 reappropriated funds.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.** Cash funds are from the Supplier Database Cash Fund and reappropriated funds are from fees collected from other state agencies.

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, PAYMENTS FOR CORE AND SUPPORT MODULES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$5,890,480	\$0	\$4,399,708	\$1,490,772	\$0	0.0
H.B. 24-1195 (Supplemental)	\$0	\$0	\$190,615	(\$190,615)	\$0	0.0
<b>TOTAL</b>	<b>\$5,890,480</b>	<b>\$0</b>	<b>\$4,590,323</b>	<b>\$1,300,157</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$5,890,480	\$0	\$4,590,323	\$1,300,157	\$0	0.0
R5 CORE operating resources	425,000	0	0	425,000	0	0.0
Annualize prior year legislation and budget actions	0	0	(190,615)	190,615	0	0.0
Operating common policy technical adjustments	(129,682)	0	1,361,090	(1,490,772)	0	0.0
<b>TOTAL</b>	<b>\$6,185,798</b>	<b>\$0</b>	<b>\$5,760,798</b>	<b>\$425,000</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$295,318</b>	<b>\$0</b>	<b>\$1,170,475</b>	<b>(\$875,157)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	5.0%	n/a	25.5%	(67.3%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$6,610,798</b>	<b>\$0</b>	<b>\$6,185,798</b>	<b>\$425,000</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$425,000	\$0	\$425,000	\$0	\$0	0.0

### CORE LEASE PURCHASE PAYMENTS

This line item pays for the lease purchase payments on the initial COFRS Modernization information system development. This item was formerly paid in the capital construction section of the budget and was added to the CORE Operations operating budget in a FY 2015-16 supplemental appropriation in 2016. This line item is predominantly funded by reappropriated funds from user fees from state agencies deposited in the Statewide Financial Information Technology Systems Cash Fund created in Section 24-30-209 (2)(a), C.R.S. Cash funds are provided from the Supplier Database Cash Fund created in Section 24-102-202.5 (2)(a), C.R.S., for supplier database and e-procurement modules.

*STATUTORY AUTHORITY:* Sections 24-30-201, 24-30-29, and 24-102-202.5, C.R.S.

*REQUEST:* The Department requests \$1.3 million reappropriated funds.

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

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, CORE LEASE PURCHASE PAYMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$1,272,116	\$0	\$0	\$1,272,116	\$0	0.0
<b>TOTAL</b>	<b>\$1,272,116</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,272,116</b>	<b>\$0</b>	<b>0.0</b>

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, CORE LEASE PURCHASE PAYMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$1,272,116	\$0	\$0	\$1,272,116	\$0	0.0
Operating common policy technical adjustments	(2,799)	0	0	(2,799)	0	0.0
<b>TOTAL</b>	<b>\$1,269,317</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,269,317</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$2,799)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$2,799)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(0.2%)	n/a	n/a	(0.2%)	n/a	n/a
FY 2024-25 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the program reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

*STATUTORY AUTHORITY:* Section 24-30-202.4, C.R.S.

*REQUEST:* The Department requests an appropriation of \$167,026 reappropriated funds.

*RECOMMENDATION:* Staff **recommends approval of the request**. Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF ACCOUNTS AND CONTROL, CORE OPERATIONS, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$372,646	\$0	\$0	\$372,646	\$0	0.0
<b>TOTAL</b>	<b>\$372,646</b>	<b>\$0</b>	<b>\$0</b>	<b>\$372,646</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$372,646	\$0	\$0	\$372,646	\$0	0.0
Indirect cost assessment	(205,620)	0	0	(205,620)	0	0.0
<b>TOTAL</b>	<b>\$167,026</b>	<b>\$0</b>	<b>\$0</b>	<b>\$167,026</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$205,620)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$205,620)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(55.2%)	n/a	n/a	(55.2%)	n/a	n/a
FY 2024-25 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0



## (6) OFFICE OF ADMINISTRATIVE COURTS

The Office of Administrative Courts (Office) is a Type 2 agency and provides an independent administrative law adjudication system for State agencies to resolve cases that concern worker's compensation, public benefits (food stamps, Colorado Works/TANF, Medicaid, etc.), professional licensing board (work involving license denial, revocation, suspension or other discipline), teacher dismissal cases, and when a citizen has filed a complaint under the Fair Campaign Practices Act. The Office operates primarily at three locations, including the main office in Denver, the Western Regional Office in Grand Junction, and the Southern Regional office in Colorado Springs. Hearings at other regional locations around the state allows proceedings involving public employees and licensed professionals to occur closer to their places of employment and homes. The OAC is cash funded through fees from state agency users and non-state entities. The cash funds source is fees from non-state agencies, and the source of reappropriated funds is fees from state agencies that are deposited into the Administrative Courts Cash Fund, created in Section 24-30-1001 (3), C.R.S.

ADMINISTRATIVE COURTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 Appropriation</b>						
S.B. 23-214 (Long Bill)	\$8,233,006	\$0	\$333,382	\$7,899,624	\$0	44.7
<b>TOTAL</b>	<b>\$8,233,006</b>	<b>\$0</b>	<b>\$333,382</b>	<b>\$7,899,624</b>	<b>\$0</b>	<b>44.7</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$8,233,006	\$0	\$333,382	\$7,899,624	\$0	44.7
Operating common policy technical adjustments	(188,482)	0	842,230	(1,030,712)	0	0.0
Non-prioritized requests	269,760	0	0	269,760	0	2.7
Annualize prior year legislation and budget actions	(3,199,235)	0	(219,000)	(2,980,235)	0	0.0
Indirect cost assessment	(36,738)	0	0	(36,738)	0	0.0
Annualize prior year legislation and budget actions	188,482	0	0	188,482	0	0.0
<b>TOTAL</b>	<b>\$5,266,793</b>		<b>\$956,612</b>	<b>\$4,310,181</b>		<b>47.4</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$2,966,213)</b>	<b>\$0</b>	<b>\$623,230</b>	<b>(\$3,589,443)</b>	<b>\$0</b>	<b>2.7</b>
Percentage Change	(36.0%)	n/a	186.9%	(45.4%)	n/a	6.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>						
Request Above/(Below) Recommendation	\$188,482	\$0	(\$842,230)	\$1,030,712	\$0	(0.0)

### DECISION ITEMS – OFFICE OF ADMINISTRATIVE COURTS [NONE]

None.

## LINE ITEM DETAIL – OFFICE OF ADMINISTRATIVE COURTS

### PERSONAL SERVICES

This line item funds the 44.7 FTE in Administrative Courts. This line item is predominantly funded by reappropriated funds from user fees from state agencies paid annually in common policy allocations. Cash funds are from user fees from non-state agencies. Revenue is deposited in the Administrative Courts Cash Fund created in Section 24-30-1001 (3), C.R.S.

*STATUTORY AUTHORITY:* Part 10 of Article 30 of Title 24, C.R.S.

*REQUEST:* The Department requests an appropriation of \$5.1 million reappropriated funds, and 47.4 FTE. The non-prioritized request originates in the Department of Health Care Policy and Financing.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

ADMINISTRATIVE COURTS, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$7,634,404	\$0	\$0	\$7,634,404	\$0	44.7
<b>TOTAL</b>	<b>\$7,634,404</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,634,404</b>	<b>\$0</b>	<b>44.7</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$7,634,404	\$0	\$0	\$7,634,404	\$0	44.7
Non-prioritized requests	233,977	0	0	233,977	0	2.7
Annualize prior year legislation and budget actions	188,482	0	0	188,482	0	0.0
Annualize prior year legislation and budget actions	(2,954,396)	0	0	(2,954,396)	0	0.0
Operating common policy technical adjustments	(188,482)	0	842,230	(1,030,712)	0	0.0
<b>TOTAL</b>	<b>\$4,913,985</b>	<b>\$0</b>	<b>\$842,230</b>	<b>\$4,071,755</b>	<b>\$0</b>	<b>47.4</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$2,720,419)</b>	<b>\$0</b>	<b>\$842,230</b>	<b>(\$3,562,649)</b>	<b>\$0</b>	<b>2.7</b>
Percentage Change	(35.6%)	n/a	n/a	(46.7%)	n/a	6.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$5,102,467</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,102,467</b>	<b>\$0</b>	<b>47.4</b>
Request Above/(Below) Recommendation	\$188,482	\$0	(\$842,230)	\$1,030,712	\$0	(0.0)

### OPERATING EXPENSES

This line item funds the operating expenses of the Administrative Courts. This line item is predominantly funded by reappropriated funds from user fees from state agencies paid annually in common policy allocations. Revenue is deposited in the Administrative Courts Cash Fund created in Section 24-30-1001 (3), C.R.S.

*STATUTORY AUTHORITY:* Part 10 of Article 30 of Title 24, C.R.S.

**REQUEST:** The Department requests a continuation appropriation of \$210,887 total funds, including \$114,382 cash funds and \$96,505 reappropriated funds.

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

ADMINISTRATIVE COURTS, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$419,943	\$0	\$333,382	\$86,561	\$0	0.0
<b>TOTAL</b>	<b>\$419,943</b>	<b>\$0</b>	<b>\$333,382</b>	<b>\$86,561</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$419,943	\$0	\$333,382	\$86,561	\$0	0.0
Non-prioritized requests	35,783	0	0	35,783	0	0.0
Annualize prior year legislation and budget actions	(244,839)	0	(219,000)	(25,839)	0	0.0
<b>TOTAL</b>	<b>\$210,887</b>	<b>\$0</b>	<b>\$114,382</b>	<b>\$96,505</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$209,056)</b>	<b>\$0</b>	<b>(\$219,000)</b>	<b>\$9,944</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(49.8%)	n/a	(65.7%)	11.5%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$210,887</b>	<b>\$0</b>	<b>\$114,382</b>	<b>\$96,505</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

#### INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the program's reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

**STATUTORY AUTHORITY:** Part 10 of Article 30 of Title 24, C.R.S.

**REQUEST:** The Department requests an appropriation of \$141,921 reappropriated funds.

**RECOMMENDATION:** Staff **recommends approval of the request.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

ADMINISTRATIVE COURTS, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$178,659	\$0	\$0	\$178,659	\$0	0.0
<b>TOTAL</b>	<b>\$178,659</b>	<b>\$0</b>	<b>\$0</b>	<b>\$178,659</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$178,659	\$0	\$0	\$178,659	\$0	0.0
Indirect cost assessment	(36,738)	0	0	(36,738)	0	0.0
<b>TOTAL</b>	<b>\$141,921</b>	<b>\$0</b>	<b>\$0</b>	<b>\$141,921</b>	<b>\$0</b>	<b>0.0</b>

ADMINISTRATIVE COURTS, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>INCREASE/(DECREASE)</b>	<b>(\$36,738)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$36,738)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(20.6%)	n/a	n/a	(20.6%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$141,921</b>	<b>\$0</b>	<b>\$0</b>	<b>\$141,921</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## (7) DIVISION OF CAPITAL ASSETS

The Division of Capital Assets is a newly requested Division. The Division is responsible for providing statewide support services such as fleet management and facilities maintenance. Reappropriated Funds and Cash Funds originate in user-agencies and represent lease payments for office space in the Capitol Complex or the management fee and lease payments for vehicles in the statewide fleet management program.

DIVISION OF CAPITAL ASSETS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 Appropriation</b>						
S.B. 23-214 (Long Bill)	\$67,725,370	\$213,943	\$3,819,259	\$63,692,168	\$0	85.2
H.B. 24-1195 (Supplemental)	7,139,900	0	0	7,139,900	0	0.0
<b>TOTAL</b>	<b>\$74,865,270</b>	<b>\$213,943</b>	<b>\$3,819,259</b>	<b>\$70,832,068</b>	<b>\$0</b>	<b>85.2</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$74,865,270	\$213,943	\$3,819,259	\$70,832,068	\$0	85.2
R7 Annual fleet vehicle replacements	1,999,374	0	0	1,999,374	0	0.0
BA3 Private lease early termination	0	0	0	0	0	0.0
Staff-initiated Supplemental annualizations	7,139,900	0	0	7,139,900	0	0.0
Operating common policy technical adjustments	(11,097)	0	(633,508)	622,411	0	0.0
Non-prioritized requests	361,759	0	0	361,759	0	0.0
Annualize prior year legislation and budget actions	(7,020,852)	0	0	(7,020,852)	0	0.7
Indirect cost assessment	(14,215)	0	0	(14,215)	0	0.0
Annualize prior year legislation and budget actions	366,051	3,394	0	362,657	0	0.0
<b>TOTAL</b>	<b>\$77,686,190</b>	<b>\$217,337</b>	<b>\$3,185,751</b>	<b>\$74,283,102</b>	<b>\$0</b>	<b>85.9</b>
<b>INCREASE/(DECREASE)</b>	<b>\$2,820,920</b>	<b>\$3,394</b>	<b>(\$633,508)</b>	<b>\$3,451,034</b>	<b>\$0</b>	<b>0.7</b>
Percentage Change	3.8%	1.6%	(16.6%)	4.9%	n/a	0.8%
<b>FY 2024-25 EXECUTIVE REQUEST</b>						
Request Above/(Below) Recommendation	(\$6,439,900)	\$700,000	(\$1,544,013)	(\$5,595,887)	\$0	0.0

### DECISION ITEMS – DIVISION OF CAPITAL ASSETS

#### ➔ BA3 PRIVATE LEASE EARLY TERMINATIONS

**REQUEST:** The requests \$700,000 General Fund to support the early termination of leases for private sector office space.

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

*ANALYSIS:* The Department is requesting General Fund to terminate a lease held by another state agency for private sector office space. The funding request anticipates that state agencies terminating its lease will move into the Capitol Complex. A portion of the funding will be used to pay for early termination of the lease and some will pay for moving expenses and tenant improvement costs within Capitol Complex. This request is part of Governor's effort to reduce state-owned and private leased space by 1.0 million square feet by 2025. The Department reports that the State has reduced its footprint by 350,000 since July 2020. The proposed lease termination would reduce the footprint by an additional 18,000 square feet.

The lease targeted for termination is scheduled to expire in FY 2028-29. The Department calculates that terminating the lease would save about \$500,000 annually over the next five years. However, this savings is not to the General Fund. The primary source of funding for the current lease payments are from reappropriated funds originating as indirect cost recoveries. Indirect cost recoveries are from assessments on cash funds, reappropriated funds, and federal funds, and are intended to offset General Fund that would otherwise have been necessary for centralized costs. In fact, in the current fiscal year, no General Fund is currently used to pay for this lease.

In addition to not save any General Fund, this request also raises questions about the process by which the effort to reduce state-occupied leased space is achieved. While staff appreciates the forthrightness of requesting funding prior to negotiations, the lessor is under no obligation to negotiate or acquiesce to the request to terminate. Terminating the lease early also adds the distinct possibility of tarnishing the State's reputation in the private leasing market, making future lessors more cautious of doing business with the State and could lead to higher lease costs and more stringent leasing terms.

The Department has a multi-year commercial lease space reduction plan and the lease targeted by this request is the smallest of those identified in the plan. Four of the five leases identified in the plan will expire before the end of FY 2026-27, reducing square footage by over 734,000 sq. ft. Two of the five leases will expire by the end of FY 2024-25, for a reduction of more than 213,000 sq. ft. Spending an additional \$700,000 General Fund for an additional reduction of approximately 18,000 sq. ft., with no commensurate short- or medium-term General Fund offset, is not fiscally prudent.

## LINE ITEM DETAIL – DIVISION OF CAPITAL ASSETS

### (A) ADMINISTRATION

The administration section provides management, human resources, accounting, and marketing services for Division programs. Administration is funded by reappropriated funds from user fees from state agencies deposited in the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S., and the Motor Fleet Management Fund created in Section 24-30-1115 (1), C.R.S.

### PERSONAL SERVICES

This line item funds the 3.9 FTE in Division of Capital Assets. Division of Capital Assets is funded from reappropriated funds from the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S., and the Motor Fleet Management Fund created in Section 24-30-1115 (1), C.R.S.

*STATUTORY AUTHORITY:* Section 24-30-1104, C.R.S.

*REQUEST:* The Department requests an appropriation of \$438,190 reappropriated funds and 3.9 FTE.

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

DIVISION OF CAPITAL ASSETS, ADMINISTRATION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$379,323	\$0	\$0	\$379,323	\$0	3.9
<b>TOTAL</b>	<b>\$379,323</b>	<b>\$0</b>	<b>\$0</b>	<b>\$379,323</b>	<b>\$0</b>	<b>3.9</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$379,323	\$0	\$0	\$379,323	\$0	3.9
Annualize prior year legislation and budget actions	58,867	0	0	58,867	0	0.0
<b>TOTAL</b>	<b>\$438,190</b>	<b>\$0</b>	<b>\$0</b>	<b>\$438,190</b>	<b>\$0</b>	<b>3.9</b>
<b>INCREASE/(DECREASE)</b>	<b>\$58,867</b>	<b>\$0</b>	<b>\$0</b>	<b>\$58,867</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	15.5%	n/a	n/a	15.5%	n/a	0.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$438,190</b>	<b>\$0</b>	<b>\$0</b>	<b>\$438,190</b>	<b>\$0</b>	<b>3.9</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## OPERATING EXPENSES

This line item funds the operating expenses of Division of Capital Assets Administration.

*STATUTORY AUTHORITY:* Section 24-30-1104, C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$18,310 reappropriated funds.

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

## INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to reappropriated funds sources as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

*STATUTORY AUTHORITY:* Section 24-30-1104, C.R.S.

*REQUEST:* The Department requests an appropriation of \$8,928 reappropriated funds.

*RECOMMENDATION:* Staff **recommends approval of the request.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF CAPITAL ASSETS, ADMINISTRATION, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$7,801	\$0	\$0	\$7,801	\$0	0.0
<b>TOTAL</b>	<b>\$7,801</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,801</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$7,801	\$0	\$0	\$7,801	\$0	0.0
Indirect cost assessment	1,127	0	0	1,127	0	0.0
<b>TOTAL</b>	<b>\$8,928</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,928</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$1,127</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,127</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	14.4%	n/a	n/a	14.4%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$8,928</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,928</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## (B) FACILITIES MAINTENANCE – CAPITOL COMPLEX

The Department of Personnel operates a facilities maintenance program for Denver-region, Grand Junction, and Camp George West properties totaling nearly 1.2 million square feet. Pursuant to Section 24-82-101, C.R.S., the Department is responsible for the maintenance of the buildings' plumbing, electrical, elevator, and HVAC systems, as well as custodial and grounds maintenance. (1) *Denver*: The Department maintains ten addresses in the Capitol Hill Campus (753,626 sq. ft.), one address in the North Campus (89,534 sq. ft.), one building in Lakewood (89,791 sq. ft.). Each of these campuses, though funded by the Capitol Complex program, have distinct rental rates that mirror the locations and uses of the various properties. (2) *Grand Junction*: The Department maintains a building with 35,145 square feet, which is staffed by 1.0 FTE who is responsible for building maintenance. Other functions, including additional building maintenance, custodial services, and grounds maintenance are contracted to private vendors. (3) *Camp George West*: This building contains 260,237 square feet for seven different departments. Facilities Maintenance is predominantly funded by reappropriated funds consisting of user fees from state agencies deposited in the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S. Cash funds revenue reflects rebate payments from utility companies.

### PERSONAL SERVICES

This line item funds the 62.5 FTE in Facilities Maintenance. Facilities Maintenance personal services is funded by reappropriated funds from the Department of Personnel Revolving Fund created in Section 24-30-1108 (1), C.R.S.

*STATUTORY AUTHORITY*: Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

*REQUEST*: The Department requests an appropriation of \$4.6 million total funds, including \$145,912 General Fund and \$4.4 million reappropriated funds, and 63.2 FTE.

*RECOMMENDATION*: Staff **recommends the following appropriation, reflected in the table below.**



DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$4,307,823	\$142,518	\$0	\$4,165,305	\$0	62.5
<b>TOTAL</b>	<b>\$4,307,823</b>	<b>\$142,518</b>	<b>\$0</b>	<b>\$4,165,305</b>	<b>\$0</b>	<b>62.5</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$4,307,823	\$142,518	\$0	\$4,165,305	\$0	62.5
Annualize prior year legislation and budget actions	223,773	3,394	0	220,379	0	0.0
Annualize prior year legislation and budget actions	36,950	0	0	36,950	0	0.7
<b>TOTAL</b>	<b>\$4,568,546</b>	<b>\$145,912</b>	<b>\$0</b>	<b>\$4,422,634</b>	<b>\$0</b>	<b>63.2</b>
<b>INCREASE/(DECREASE)</b>	<b>\$260,723</b>	<b>\$3,394</b>	<b>\$0</b>	<b>\$257,329</b>	<b>\$0</b>	<b>0.7</b>
Percentage Change	6.1%	2.4%	n/a	6.2%	n/a	1.1%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$4,568,546</b>	<b>\$145,912</b>	<b>\$0</b>	<b>\$4,422,634</b>	<b>\$0</b>	<b>63.2</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	(0.0)

### OPERATING EXPENSES

This line item includes administrative operating expenses as well as custodial and annual maintenance and repair expenses.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

*REQUEST:* The Department requests an appropriation of \$4.3 million total funds, including \$771,425 General Fund, \$1.6 million cash funds, and \$1.9 million reappropriated funds.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$3,635,124	\$71,425	\$1,641,738	\$1,921,961	\$0	0.0
<b>TOTAL</b>	<b>\$3,635,124</b>	<b>\$71,425</b>	<b>\$1,641,738</b>	<b>\$1,921,961</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$3,635,124	\$71,425	\$1,641,738	\$1,921,961	\$0	0.0
BA3 Private lease early termination	0	0	0	0	0	0.0
Annualize prior year legislation and budget actions	(59,609)	0	0	(59,609)	0	0.0
<b>TOTAL</b>	<b>\$3,575,515</b>	<b>\$71,425</b>	<b>\$1,641,738</b>	<b>\$1,862,352</b>	<b>\$0</b>	<b>0.0</b>

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATE D FUNDS	FEDERAL FUNDS	FTE
<b>INCREASE/(DECREASE)</b>	<b>(\$59,609)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$59,609)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(1.6%)	0.0%	0.0%	(3.1%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$4,275,515</b>	<b>\$771,425</b>	<b>\$1,641,738</b>	<b>\$1,862,352</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$700,000	\$700,000	\$0	\$0	\$0	0.0

### CAPITOL COMPLEX REPAIRS

This line item was added in FY 1999-2000 to fund routine HVAC repairs in the capitol complex.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$56,520 reappropriated funds.

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

### CAPITOL COMPLEX SECURITY

This line funds a portion of the contract security for the Denver campus. The cost is incorporated into the rates that are billed to the tenants in these buildings. The funds are then transferred to the Department of Public Safety, which administers the security contracts. This line is set by the Department of Public Safety.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

*REQUEST:* The Department requests an appropriation of \$610,189 reappropriated funds.

*RECOMMENDATION:* Staff **recommends the approval of the request.** If the Committee makes any changes to the State Patrol appropriations that affect this line item, staff requests permission to reflect those changes as well.

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, CAPITOL COMPLEX SECURITY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$565,390	\$0	\$0	\$565,390	\$0	0.0
<b>TOTAL</b>	<b>\$565,390</b>	<b>\$0</b>	<b>\$0</b>	<b>\$565,390</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$565,390	\$0	\$0	\$565,390	\$0	0.0
Operating common policy technical adjustments	44,799	0	0	44,799	0	0.0
<b>TOTAL</b>	<b>\$610,189</b>	<b>\$0</b>	<b>\$0</b>	<b>\$610,189</b>	<b>\$0</b>	<b>0.0</b>

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, CAPITOL COMPLEX SECURITY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>INCREASE/(DECREASE)</b>	<b>\$44,799</b>	<b>\$0</b>	<b>\$0</b>	<b>\$44,799</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	7.9%	n/a	n/a	7.9%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$610,189</b>	<b>\$0</b>	<b>\$0</b>	<b>\$610,189</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

## UTILITIES

This line funds the utilities for the Capitol Complex campuses.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

*REQUEST:* The Department requests an appropriation of \$5.8 million reappropriated funds.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, UTILITIES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$5,877,619	\$0	\$2,177,521	\$3,700,098	\$0	0.0
<b>TOTAL</b>	<b>\$5,877,619</b>	<b>\$0</b>	<b>\$2,177,521</b>	<b>\$3,700,098</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$5,877,619	\$0	\$2,177,521	\$3,700,098	\$0	0.0
Operating common policy technical adjustments	(55,896)	0	(633,508)	577,612	0	0.0
<b>TOTAL</b>	<b>\$5,821,723</b>	<b>\$0</b>	<b>\$1,544,013</b>	<b>\$4,277,710</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$55,896)</b>	<b>\$0</b>	<b>(\$633,508)</b>	<b>\$577,612</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(1.0%)	n/a	(29.1%)	15.6%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$5,821,723</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,821,723</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	(\$1,544,013)	\$1,544,013	\$0	0.0

## INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the program reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration. The indirect cost assessment for Facilities Maintenance – Capitol Complex is particularly variable due to expenditures on controlled maintenance projects in a given year.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (4) and 24-82-101 through 24-82-103, C.R.S.

*REQUEST:* The Department requests an appropriation of \$464,303 reappropriated funds.

**RECOMMENDATION:** Staff **recommends approval of the request.** Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF CAPITAL ASSETS, FACILITIES MAINTENANCE - CAPITOL COMPLEX, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$490,737	\$0	\$0	\$490,737	\$0	0.0
<b>TOTAL</b>	<b>\$490,737</b>	<b>\$0</b>	<b>\$0</b>	<b>\$490,737</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$490,737	\$0	\$0	\$490,737	\$0	0.0
Indirect cost assessment	(26,434)	0	0	(26,434)	0	0.0
<b>TOTAL</b>	<b>\$464,303</b>	<b>\$0</b>	<b>\$0</b>	<b>\$464,303</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>(\$26,434)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$26,434)</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	(5.4%)	n/a	n/a	(5.4%)	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$464,303</b>	<b>\$0</b>	<b>\$0</b>	<b>\$464,303</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### (C) FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES

State Fleet Management provides oversight for vehicles in the state fleet program, including vehicle purchasing, management of maintenance, repairs, and preventative services, collision management, vehicle reassignment, fleet monitoring and reporting, and the auction and salvage of older vehicles, as well as operation of the State motor pool.

Fleet vehicles incur variable and fixed expenses. **Variable costs** include insurance, fuel, maintenance, and repairs and are billed at a rate per mile based on department and vehicle type and are paid from state agency operating expenses or program line items. Variable cost revenue collected by Fleet Management pays for fuel and automotive supplies and any variable vehicle costs within operating expenses.

**Fixed costs** are the vehicle lease payments plus Fleet Management's per vehicle management fee. Fixed costs are paid in state agency Vehicle Lease Payments line items. The vehicle replacement lease/purchase line item is a pass-through payment from state agencies for actual vehicle lease payments. The per vehicle management fee pays for personal services and benefits, the program's share of Department operating common policies, the administrative portion of operating expenses, and the program's indirect cost assessment. Lease periods generally vary between 72 and 120 months, except for the State Patrol vehicle lease period of 48 months. For FY 2023-24, state agencies will be assessed a vehicle management fee of \$20 for each vehicle, per month, to fund Fleet Management Program's overhead costs.

**PERSONAL SERVICES**

This line item funds the personnel in Fleet Management. Fleet Management is funded by reappropriated funds from state agency users deposited in the Motor Fleet Management Fund created in Section 24-30-1115 (1), C.R.S.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

*REQUEST:* The Department requests an appropriation of \$1.4 million reappropriated funds and 18.8 FTE.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$1,362,348	\$0	\$0	\$1,362,348	\$0	18.8
<b>TOTAL</b>	<b>\$1,362,348</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,362,348</b>	<b>\$0</b>	<b>18.8</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$1,362,348	\$0	\$0	\$1,362,348	\$0	18.8
Annualize prior year legislation and budget actions	83,411	0	0	83,411	0	0.0
<b>TOTAL</b>	<b>\$1,445,759</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,445,759</b>	<b>\$0</b>	<b>18.8</b>
<b>INCREASE/(DECREASE)</b>	<b>\$83,411</b>	<b>\$0</b>	<b>\$0</b>	<b>\$83,411</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	6.1%	n/a	n/a	6.1%	n/a	0.0%
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$1,445,759</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,445,759</b>	<b>\$0</b>	<b>18.8</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

**OPERATING EXPENSES**

This line item funds Fleet Management administrative operating expenses including auction fees.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

*REQUEST:* The Department requests an appropriation of \$1.9 million reappropriated funds.

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

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$1,736,128	\$0	\$0	\$1,736,128	\$0	0.0
<b>TOTAL</b>	<b>\$1,736,128</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,736,128</b>	<b>\$0</b>	<b>0.0</b>

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$1,736,128	\$0	\$0	\$1,736,128	\$0	0.0
Annualize prior year legislation and budget actions	141,707	0	0	141,707	0	0.0
<b>TOTAL</b>	<b>\$1,877,835</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,877,835</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$141,707</b>	<b>\$0</b>	<b>\$0</b>	<b>\$141,707</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	8.2%	n/a	n/a	8.2%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$1,877,835</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,877,835</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### MOTOR POOL VEHICLE LEASE AND OPERATING EXPENSES

This line item pays for State Motor Pool vehicle lease payments and operating expenses.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

*REQUEST:* The Department requests a continuation appropriation of \$200,000 reappropriated funds.

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

### FUEL AND AUTOMOTIVE SUPPLIES

This line item funds the purchase of fuel and automotive supplies for state fleet vehicles.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

*REQUEST:* The Department requests an appropriation of \$20.9 million reappropriated funds.

*RECOMMENDATION:* Staff **recommends the following appropriation, reflected in the table below.**

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, FUEL AND AUTOMOTIVE SUPPLIES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$20,869,697	\$0	\$0	\$20,869,697	\$0	0.0
H.B. 24-1195 (Supplemental)	\$7,139,900	\$0	\$0	\$7,139,900	\$0	0.0
<b>TOTAL</b>	<b>\$28,009,597</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,009,597</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$28,009,597	\$0	\$0	\$28,009,597	\$0	0.0
Staff-initiated Supplemental annualizations	7,139,900	0	0	7,139,900	0	0.0
Annualize prior year legislation and budget actions	(7,139,900)	0	0	(7,139,900)	0	0.0
<b>TOTAL</b>	<b>\$28,009,597</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,009,597</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, FUEL AND AUTOMOTIVE SUPPLIES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Percentage Change	0.0%	n/a	n/a	0.0%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$20,869,697</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,869,697</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	(\$7,139,900)	\$0	\$0	(\$7,139,900)	\$0	0.0

### VEHICLE REPLACEMENT LEASE/PURCHASE

This line funds vehicle lease payments for state fleet vehicles and represents pass-through payments from state agencies for actual vehicle lease payments. When other agencies submit decision items that include new vehicle requests, funding for the vehicle lease payment is reflected in this line item as non-prioritized request items.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

*REQUEST:* The Department requests an appropriation of \$30.4 million reappropriated.

*RECOMMENDATION:* Staff **recommendation is pending** the Committee's decision on several items that appear in the table below as non-prioritized requests, which originate as budget requests from other agencies. Staff requests permission to adjust this line in accordance with the Committee's decisions on those budgetary items that affect this line item.

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, VEHICLES REPLACEMENT LEASE OR PURCHASE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
<b>FY 2023-24 APPROPRIATION</b>						
S.B. 23-214 (Long Bill)	\$28,082,298	\$0	\$0	\$28,082,298	\$0	0.0
H.B. 24-1195 (Supplemental)	\$0	\$0	\$0	\$0	\$0	0.0
<b>TOTAL</b>	<b>\$28,082,298</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,082,298</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2024-25 RECOMMENDED APPROPRIATION</b>						
FY 2023-24 Appropriation	\$28,082,298	\$0	\$0	\$28,082,298	\$0	0.0
R7 Annual fleet vehicle replacements	1,999,374	0	0	1,999,374	0	0.0
Non-prioritized requests	361,759	0	0	361,759	0	0.0
<b>TOTAL</b>	<b>\$30,443,431</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,443,431</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$2,361,133</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,361,133</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	8.4%	n/a	n/a	8.4%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$30,443,431</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,443,431</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

### INDIRECT COST ASSESSMENT

This line item reflects the amount of indirect cost assessments charged to the program reappropriated funds source as calculated by the State Controller. Funds collected through this line item are used to offset General Fund in Department Administration.

*STATUTORY AUTHORITY:* Sections 24-30-1104 (2) and 24-30-1112 through 24-30-1117, C.R.S.

*REQUEST:* The Department requests an appropriation of \$147,344 reappropriated funds.

*RECOMMENDATION:* Staff **recommends approval of the request**. Staff requests permission to adjust the line based on final Committee action on centrally appropriated line items.

DIVISION OF CAPITAL ASSETS, FLEET MANAGEMENT PROGRAM AND MOTOR POOL SERVICES, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2023-24 APPROPRIATION						
S.B. 23-214 (Long Bill)	\$136,252	\$0	\$0	\$136,252	\$0	0.0
<b>TOTAL</b>	<b>\$136,252</b>	<b>\$0</b>	<b>\$0</b>	<b>\$136,252</b>	<b>\$0</b>	<b>0.0</b>
FY 2024-25 RECOMMENDED APPROPRIATION						
FY 2023-24 Appropriation	\$136,252	\$0	\$0	\$136,252	\$0	0.0
Indirect cost assessment	11,092	0	0	11,092	0	0.0
<b>TOTAL</b>	<b>\$147,344</b>	<b>\$0</b>	<b>\$0</b>	<b>\$147,344</b>	<b>\$0</b>	<b>0.0</b>
<b>INCREASE/(DECREASE)</b>	<b>\$11,092</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,092</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	8.1%	n/a	n/a	8.1%	n/a	n/a
<b>FY 2024-25 EXECUTIVE REQUEST</b>	<b>\$147,344</b>	<b>\$0</b>	<b>\$0</b>	<b>\$147,344</b>	<b>\$0</b>	<b>0.0</b>
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0



## LONG BILL FOOTNOTES AND REQUESTS FOR INFORMATION

### LONG BILL FOOTNOTES

Staff recommends **CONTINUING AND MODIFYING** the following footnote:

- N Department of Personnel, Executive Director's Office, Statewide Special Purpose, Office of the State Architect, Statewide Planning Services – This appropriation remains available until the close of the ~~2024-25~~ 2025-26 fiscal year.

**COMMENT:** This footnote expresses legislative intent that the spending authority provided in this appropriation remains available for three years. Statewide Planning Services provides funding for technical and consulting services related to the statewide planning function for state agencies, which was added to the Office of the State Architect in FY 2015-16. This line item funds, on an ongoing basis, items that might otherwise be included in the capital construction budget, which provides for three years of spending authority.

- N Department of Personnel, Central Services, Fleet Management Program and Motor Pool Services, Vehicle Replacement Lease/Purchase – Pursuant to Section 24-82-801 (1)(b) and (1)(c), C.R.S., the Department of Personnel is authorized to enter into a financed purchase of an asset or certificate of participation for the approved vehicle replacements and additions for the ~~2023-24~~ 2024-25 state fiscal year. The financed purchase of an asset or certificate of participation shall be for a period of up to ten years and shall not exceed the amount of ~~\$37,000,000~~ \$47,000,000.

**COMMENT:** This footnote expresses legislative intent regarding the maximum lease-purchase amount the Department of Personnel is authorized to enter into in a lease-purchase agreement for fleet vehicles. The Department requests an increase to \$47,000,000 for FY 2024-25 and staff recommends this continuation.

### REQUESTS FOR INFORMATION

Staff recommends **CONTINUING AND MODIFYING** the following request for information:

- N Department of Personnel, Executive Director's Office, Statewide Special Purpose, Colorado Equity Office – The Department is requested to provide by November 1, ~~2023~~, 2024, a report to the Joint Budget Committee on the status of the Colorado Equity Office, including progress toward meeting its statutory responsibility as established in Section 24-50-146 (2)(b). In addition, the Department is requested to provide an accounting of those positions across the various state agencies that are tasked with explicitly addressing issues of equity, diversity, and inclusion.

**Comment:** House Bill 22-1397 established the Colorado Equity Office as the coordinating body for efforts to address equity, diversity, (EDI) and inclusion in the state workforce. During

the 2023 budget cycle there have been several requests from other departments for funding to higher EDI personnel. Staff believes it prudent to have the Colorado Equity Office collect and report on the proliferation of these positions. This is particularly important because the Office's authorizing statute does not include a reporting requirement.

- N Department of Personnel, Executive Director's Office, Payments to OIT -- The Department is requested to provide by November 1, ~~2023~~, 2024, the amount of funds eliminated from the Payments to OIT line item as a result of reducing the number of service units obtained from the Governor's Office of Information Technology for operating the Colorado Automotive Reporting System (CARS) after full replacement is achieved.

**Comment:** This request for information has been included since 2019. Staff recommends continuing the request for the 2023 requests for information letter because the implementation of the new commercial-off-the-shelf (COTS) software solution has been delayed.

- N Department of Personnel, Executive Director's Office, Statewide Special Purpose, Colorado State Employees Assistance Program -- The Department is requested to provide by November 1, ~~2023~~, 2024, a report to the Joint Budget Committee concerning the Colorado State Employee Assistance Program (CSEAP). The requested report should include, at a minimum, the following information: (a) Program services provided, by service type, ~~since FY 2021-22~~ for FY 2023-24; (b) utilization of counseling services by agency ~~since FY 2021-22~~ for FY 2023-24; (c) wait times for counseling services for calendar years ~~2022 AND~~ 2023 AND 2024; and (d) aggregated participant satisfaction survey results. All data provided should be anonymized and HIPPA compliant.

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

## INDIRECT COST ASSESSMENTS

### DESCRIPTION OF INDIRECT COST ASSESSMENT METHODOLOGY

The Department is a central services agency and therefore its departmental indirect costs are included within the Statewide Indirect Cost Plan developed and prepared by the State Controller. The Statewide Indirect Cost Plan sets indirect cost assessments by division for the Department.

FY 2024-25 DPA INDIRECT COST ASSESSMENT True Up Worksheet			
	Uses (Requested)	Uses (Recommended)	Sources
CSEAP, Indirect Cost Assessment Line Item			\$253,876
Human Resources, Training, Indirect Cost Assessment Line Item			110,573
Human Resources, Employee Benefit Services, Indirect Cost Assessment Line Item			422,811
Human Resources, Risk Management Services, Indirect Cost Assessment Line Item			365,942
Central Services, Administration, Indirect Cost Assessment Line Item			17,557
Central Services, IDS, Document Solutions, Indirect Cost Assessment Line Item			452,923
CORE, Indirect Cost Assessment Line Item			167,026
OAC, Indirect Cost Assessment Line Item			141,921
Capital Assets, Administration, Indirect Cost Assessment Line Item			5,808
Capital Assets, Facilities Maintenance, Indirect Cost Assessment Line Item			464,985
Capital Assets, Fleet, Indirect Cost Assessment Line Item			147,569
EDO, Personal Services	\$0	\$1,763,906	
EDO, Operating Expenses	0	91,584	
EDO, Capitol Complex Leased Space	0	695,501	
EDO, Public-Private Partnership Office (PS only)	196,638	0	
EDO, Colorado Equity Office (PS only)	1,200,000	0	
EDO, Procurement Equity Program (PS only)	750,000	0	
EDO, ADA Reasonable Accommodation Coordination (accommodation funding)	404,353	0	
DPA Subtotals	\$2,550,991	\$2,550,991	\$2,550,991

## APPENDIX A - NUMBERS PAGES

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

## Appendix A: Numbers Pages

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
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**DEPARTMENT OF PERSONNEL**  
**Anthony Gherardini, Executive Director**

### (1) EXECUTIVE DIRECTOR'S OFFICE

#### (A) Department Administration

Personal Services	<u>1,892,530</u>	<u>1,922,364</u>	<u>2,036,095</u>	<u>2,697,201</u>	<u>2,635,762</u> *
FTE	16.5	17.3	18.3	22.4	22.3
General Fund	0	0	0	0	820,766
Cash Funds	34,204	54,443	57,774	164,611	161,663
Reappropriated Funds	1,858,326	1,867,921	1,978,321	2,532,590	1,653,333
Federal Funds	0	0	0	0	0
Health, Life, and Dental	<u>4,162,542</u>	<u>4,447,285</u>	<u>6,388,409 0.0</u>	<u>7,127,631 0.0</u>	<u>6,961,186 0.0</u> *
General Fund	1,535,053	1,585,401	2,796,088	1,470,760	3,268,302
Cash Funds	143,905	123,507	217,065	208,935	179,146
Reappropriated Funds	2,483,584	2,738,377	3,375,256	5,447,936	3,513,738
Federal Funds	0	0	0	0	0
Short-term Disability	<u>37,957</u>	<u>41,760</u>	<u>54,613</u>	<u>59,522</u>	<u>57,019</u> *
General Fund	15,721	15,856	27,122	13,728	26,866
Cash Funds	1,520	1,672	1,639	2,093	1,842
Reappropriated Funds	20,716	24,232	25,852	43,701	28,311
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
Paid Family Medical Leave Insurance	<u>0</u>	<u>0</u>	<u>0</u>	<u>178,470</u>	<u>170,921</u> *
General Fund	0	0	0	41,115	79,975
Cash Funds	0	0	0	6,251	6,012
Reappropriated Funds	0	0	0	131,104	84,934
Federal Funds	0	0	0	0	0
S.B. 04-257 Amortization Equalization Disbursement	<u>1,272,236</u>	<u>1,365,618</u>	<u>1,815,755</u>	<u>1,983,003</u>	<u>0</u> *
General Fund	568,494	565,211	894,591	456,839	0
Cash Funds	47,866	54,846	54,722	69,453	0
Reappropriated Funds	655,876	745,561	866,442	1,456,711	0
Federal Funds	0	0	0	0	0
S.B. 06-235 Supplemental Amortization Equalization					
Disbursement	<u>1,272,215</u>	<u>1,365,618</u>	<u>1,815,755</u>	<u>1,983,003</u>	<u>0</u> *
General Fund	568,473	565,211	894,591	456,839	0
Cash Funds	47,866	54,846	54,722	69,453	0
Reappropriated Funds	655,876	745,561	866,442	1,456,711	0
Federal Funds	0	0	0	0	0
Unfunded Liability Amortization Equalization					
Disbursement Payments	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,808,010</u> *
General Fund	0	0	0	0	1,786,982
Cash Funds	0	0	0	0	133,600
Reappropriated Funds	0	0	0	0	1,887,428

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Appropriation</b>	<b>FY 2024-25 Request</b>	<b>FY 2024-25 Recommendation</b>
Salary Survey	<u>909,030</u>	<u>912,404</u>	<u>1,929,591</u>	<u>2,457,840</u>	<u>1,423,244</u>
General Fund	379,998	382,286	838,534	905,824	668,973
Cash Funds	36,157	30,794	63,008	67,574	49,899
Reappropriated Funds	492,875	499,324	1,028,049	1,484,442	704,372
Federal Funds	0	0	0	0	0
Step Pay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,116,367</u>
General Fund	0	0	0	0	275,286
Cash Funds	0	0	0	0	20,542
Reappropriated Funds	0	0	0	0	820,539
PERA Direct Distribution	<u>650,471</u>	<u>366,276</u>	<u>101,223</u>	<u>693,598</u>	<u>688,361</u> *
General Fund	271,475	0	45,730	123,752	318,364
Cash Funds	25,848	21,287	3,296	23,928	23,747
Reappropriated Funds	353,148	344,989	52,197	545,918	346,250
Federal Funds	0	0	0	0	0
Shift Differential	<u>36,306</u>	<u>6,454</u>	<u>40,821</u>	<u>80,006</u>	<u>70,790</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	36,306	6,454	40,821	80,006	70,790
Federal Funds	0	0	0	0	0
Temporary Employees Related to Authorized Leave	<u>0</u>	<u>0</u>	<u>27,923</u>	<u>27,923</u>	<u>27,923</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	633	633	633
Reappropriated Funds	0	0	27,290	27,290	27,290
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
Workers' Compensation	<u>252,354</u>	<u>207,264</u>	<u>281,995</u>	<u>408,429</u>	<u>396,122</u> *
General Fund	79,557	66,877	90,991	41,174	127,816
Cash Funds	7,464	6,075	8,265	12,343	11,610
Reappropriated Funds	165,333	134,312	182,739	354,912	256,696
Federal Funds	0	0	0	0	0
Operating Expenses	<u>97,135</u>	<u>98,208</u>	<u>103,192</u>	<u>136,191</u>	<u>134,992</u> *
General Fund	0	0	0	0	38,569
Cash Funds	0	0	475	10,445	8,809
Reappropriated Funds	97,135	98,208	102,717	125,746	87,614
Federal Funds	0	0	0	0	0
Legal Services	<u>749,403</u>	<u>458,408</u>	<u>768,089</u>	<u>455,371</u>	<u>455,371</u> *
General Fund	277,183	433,651	605,529	101,168	418,533
Cash Funds	392,314	2,363	106,374	6,088	6,088
Reappropriated Funds	79,906	22,394	56,186	348,115	30,750
Federal Funds	0	0	0	0	0
Administrative Law Judge Services	<u>3,385</u>	<u>11,926</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	2,347	8,269	0	0	0
Cash Funds	1,038	3,657	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Payment to Risk Management and Property Funds	<u>1,425,551</u>	<u>1,276,662</u>	<u>1,453,607</u>	<u>2,104,311</u>	<u>2,196,847</u> *
General Fund	449,415	411,938	493,369	212,140	708,852
Cash Funds	42,166	37,421	244,763	63,599	64,394
Reappropriated Funds	933,970	827,303	715,475	1,828,572	1,423,601
Federal Funds	0	0	0	0	0



*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Appropriation</b>	<b>FY 2024-25 Request</b>	<b>FY 2024-25 Recommendation</b>
Vehicle Lease Payments	<u>228,414</u>	<u>215,622</u>	<u>244,250</u>	<u>278,300</u>	<u>278,300</u>
General Fund	0	0	0	0	0
Cash Funds	0	654	113	417	417
Reappropriated Funds	228,414	214,968	244,137	277,883	277,883
Federal Funds	0	0	0	0	0
Leased Space	<u>341,184</u>	<u>340,698</u>	<u>353,886</u>	<u>367,836</u>	<u>370,386</u> *
General Fund	0	0	0	0	16,500
Cash Funds	0	0	0	0	0
Reappropriated Funds	341,184	340,698	353,886	367,836	353,886
Federal Funds	0	0	0	0	0
Capitol Complex Leased Space	<u>4,083,047</u>	<u>4,335,973</u>	<u>4,519,514</u>	<u>6,228,304</u>	<u>4,792,846</u> *
General Fund	2,342,014	2,666,500	3,085,216	4,084,168	3,090,953
Cash Funds	26,639	25,557	21,957	21,012	26,515
Reappropriated Funds	1,714,394	1,643,916	1,412,341	2,123,124	1,675,378
Federal Funds	0	0	0	0	0
Annual Depreciation - Lease Equivalent Payment	<u>0</u>	<u>1,763,220</u>	<u>777,842</u>	<u>2,724,839</u>	<u>2,724,839</u>
General Fund	0	1,072,036	225,437	1,903,240	1,903,240
Cash Funds	0	691,184	552,405	821,599	821,599
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Payments to OIT	<u>4,479,849</u>	<u>5,545,990</u>	<u>11,264,337</u>	<u>11,879,163</u>	<u>11,879,163</u> *
General Fund	1,423,205	1,789,542	2,721,216	2,045,887	4,729,885
Cash Funds	132,036	162,571	2,821,967	355,555	355,555
Reappropriated Funds	2,924,608	3,593,877	5,721,154	9,477,721	6,793,723
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
IT Accessibility	<u>0</u>	<u>0</u>	<u>6,549,380</u>	<u>0</u>	<u>0</u>
FTE	0.0	0.0	6.0	0.0	0.0
General Fund	0	0	2,113,485	0	0
Cash Funds	0	0	191,897	0	0
Reappropriated Funds	0	0	4,243,998	0	0
CORE Operations	<u>288,091</u>	<u>300,734</u>	<u>245,181</u>	<u>106,042</u>	<u>69,357</u> *
General Fund	90,823	97,038	79,113	14,197	22,380
Cash Funds	8,521	8,815	7,187	3,204	2,033
Reappropriated Funds	188,747	194,881	158,881	88,641	44,944
Federal Funds	0	0	0	0	0
Statewide Administration Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>49,783</u>	<u>49,783</u> *
General Fund	0	0	0	5,019	5,019
Cash Funds	0	0	0	44,764	44,764
Office of the State Architect	<u>0</u>	<u>0</u>	<u>0</u>	<u>61,002</u>	<u>61,002</u> *
General Fund	0	0	0	6,150	6,150
Cash Funds	0	0	0	54,852	54,852
State Agency Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>65,658</u>	<u>65,658</u> *
General Fund	0	0	0	6,620	6,620
Cash Funds	0	0	0	59,038	59,038
Statewide Training Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>13,235</u>	<u>13,235</u> *
General Fund	0	0	0	1,334	1,334
Cash Funds	0	0	0	11,901	11,901

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
Labor Relations Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>76,529</u>	<u>76,529</u> *
General Fund	0	0	0	7,716	7,716
Cash Funds	0	0	0	68,813	68,813
Financial Ops and Reporting Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>184,756</u>	<u>184,756</u> *
General Fund	0	0	0	18,625	18,625
Cash Funds	0	0	0	166,131	166,131
Procurement and Contracts Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>114,422</u>	<u>114,422</u> *
General Fund	0	0	0	11,534	11,534
Cash Funds	0	0	0	102,888	102,888
<b>SUBTOTAL - (A) Department Administration</b>	22,181,700	24,982,484	40,771,458	42,542,368	40,823,191
FTE	<u>16.5</u>	<u>17.3</u>	<u>24.3</u>	<u>22.4</u>	<u>22.3</u>
General Fund	8,003,758	9,659,816	14,911,012	11,927,829	18,359,240
Cash Funds	947,544	1,279,692	4,408,262	2,415,580	2,382,491
Reappropriated Funds	13,230,398	14,042,976	21,452,184	28,198,959	20,081,460
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(B) Statewide Special Purpose</b>					
<b>(I) Colorado State Employees Assistance Program</b>					
Personal Services	<u>846,751</u>	<u>997,829</u>	<u>1,242,155</u>	<u>1,330,129</u>	<u>1,330,129</u>
FTE	10.4	11.3	14.0	14.0	14.0
General Fund	0	0	0	0	0
Cash Funds	0	33,126	79,074	85,488	85,488
Reappropriated Funds	846,751	964,703	1,163,081	1,244,641	1,244,641
Federal Funds	0	0	0	0	0
Operating Expenses	<u>59,610</u>	<u>78,567</u>	<u>93,293</u>	<u>93,293</u>	<u>93,293</u>
General Fund	0	0	0	0	0
Cash Funds	0	123	7,550	7,050	7,050
Reappropriated Funds	59,610	78,444	85,743	86,243	86,243
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>206,855</u>	<u>458,981</u>	<u>521,443</u>	<u>253,876</u>	<u>253,876</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	206,855	458,981	521,443	253,876	253,876
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (I) Colorado State Employees Assistance Program</b>	<b>1,113,216</b>	<b>1,535,377</b>	<b>1,856,891</b>	<b>1,677,298</b>	<b>1,677,298</b>
FTE	<u>10.4</u>	<u>11.3</u>	<u>14.0</u>	<u>14.0</u>	<u>14.0</u>
General Fund	0	0	0	0	0
Cash Funds	0	33,249	86,624	92,538	92,538
Reappropriated Funds	1,113,216	1,502,128	1,770,267	1,584,760	1,584,760
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(II) Office of the State Architect</b>					
Office of the State Architect	<u>930,171</u>	<u>924,012</u>	<u>1,340,213</u>	<u>1,384,227</u>	<u>1,384,227</u> *
FTE	8.3	8.0	12.0	12.0	12.0
General Fund	930,171	924,012	1,340,213	0	1,384,227
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	1,384,227	0
Federal Funds	0	0	0	0	0
Statewide Planning Services	<u>0</u>	<u>0</u>	<u>1,450,000</u>	<u>1,000,000</u>	<u>1,000,000</u> *
General Fund	0	0	1,450,000	0	1,000,000
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	1,000,000	0
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (II) Office of the State Architect</b>	<b>930,171</b>	<b>924,012</b>	<b>2,790,213</b>	<b>2,384,227</b>	<b>2,384,227</b>
FTE	<u>8.3</u>	<u>8.0</u>	<u>12.0</u>	<u>12.0</u>	<u>12.0</u>
General Fund	930,171	924,012	2,790,213	0	2,384,227
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	2,384,227	0
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(III) Colorado Equity Office</b>					
Personal services	<u>0</u>	<u>145,985</u>	<u>1,308,678</u>	<u>1,336,925</u>	<u>1,336,925</u>
FTE	0.0	1.1	10.0	10.0	10.0
General Fund	0	145,985	1,308,678	136,925	1,336,925
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	1,200,000	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>0</u>	<u>200,223</u>	<u>25,650</u>	<u>25,650</u>	<u>25,650</u>
General Fund	0	200,223	25,650	25,650	25,650
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (III) Colorado Equity Office</b>	0	346,208	1,334,328	1,362,575	1,362,575
FTE	<u>0.0</u>	<u>1.1</u>	<u>10.0</u>	<u>10.0</u>	<u>10.0</u>
General Fund	0	346,208	1,334,328	162,575	1,362,575
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	1,200,000	0
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(V) Other Statewide Special Purpose</b>					
Test Facility Lease	<u>119,842</u>	<u>119,842</u>	<u>119,842</u>	<u>119,842</u>	<u>119,842</u>
General Fund	119,842	119,842	119,842	119,842	119,842
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Employment Security Contract Payment	<u>13,952</u>	<u>3,558</u>	<u>16,000</u>	<u>16,000</u>	<u>16,000</u>
General Fund	6,278	3,558	7,264	7,264	7,264
Cash Funds	0	0	0	0	0
Reappropriated Funds	7,674	0	8,736	8,736	8,736
Federal Funds	0	0	0	0	0
Disability Funding Committee	<u>24,442</u>	<u>105,666</u>	<u>993,976</u>	<u>15,034,570</u>	<u>6,075,976</u> *
General Fund	0	0	0	0	0
Cash Funds	24,442	105,666	993,976	15,034,570	6,075,976
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Americans with Disabilities Act Reasonable Accommodation Coordination	<u>0</u>	<u>1,128</u>	<u>467,418</u>	<u>468,555</u>	<u>468,555</u>
FTE	0.0	0.0	1.0	1.0	1.0
General Fund	0	1,128	467,418	64,202	468,555
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	404,353	0
Federal Funds	0	0	0	0	0
Public-Private Collaboration Unit	<u>0</u>	<u>266,732</u>	<u>288,034</u>	<u>299,858</u>	<u>299,858</u>
FTE	0.0	1.5	3.0	3.0	3.0
General Fund	0	0	0	103,220	0
Cash Funds	0	266,732	288,034	0	299,858
Reappropriated Funds	0	0	0	196,638	0
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
State Procurement Equity Program	<u>0</u>	<u>42,422</u>	<u>833,694</u>	<u>849,992</u>	<u>849,992</u>
FTE	0.0	0.2	5.0	5.0	5.0
General Fund	0	42,422	833,694	99,991	849,992
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	750,001	0
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (V) Other Statewide Special Purpose</b>	158,236	539,348	2,718,964	16,788,817	7,830,223
FTE	<u>0.0</u>	<u>1.7</u>	<u>9.0</u>	<u>9.0</u>	<u>9.0</u>
General Fund	126,120	166,950	1,428,218	394,519	1,445,653
Cash Funds	24,442	372,398	1,282,010	15,034,570	6,375,834
Reappropriated Funds	7,674	0	8,736	1,359,728	8,736
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (B) Statewide Special Purpose</b>	2,201,623	3,344,945	8,700,396	22,212,917	13,254,323
FTE	<u>18.7</u>	<u>22.1</u>	<u>45.0</u>	<u>45.0</u>	<u>45.0</u>
General Fund	1,056,291	1,437,170	5,552,759	557,094	5,192,455
Cash Funds	24,442	405,647	1,368,634	15,127,108	6,468,372
Reappropriated Funds	1,120,890	1,502,128	1,779,003	6,528,715	1,593,496
Federal Funds	0	0	0	0	0
<b>TOTAL - (1) Executive Director's Office</b>	24,383,323	28,327,429	49,471,854	64,755,285	54,077,514
FTE	<u>35.2</u>	<u>39.4</u>	<u>69.3</u>	<u>67.4</u>	<u>67.3</u>
General Fund	9,060,049	11,096,986	20,463,771	12,484,923	23,551,695
Cash Funds	971,986	1,685,339	5,776,896	17,542,688	8,850,863
Reappropriated Funds	14,351,288	15,545,104	23,231,187	34,727,674	21,674,956
Federal Funds	0	0	0	0	0



*JBC Staff Figure Setting - FY 2024-25*  
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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
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**(2) DIVISION OF HUMAN RESOURCES**

**(A) Human Resource Services**

**(I) State Agency Services**

Personal Services	<u>1,737,201</u>	<u>1,875,047</u>	<u>2,581,575</u>	<u>2,823,509</u>	<u>2,751,707</u> *
FTE	17.8	19.0	27.4	29.2	27.4
General Fund	1,737,201	1,682,739	2,360,848	0	2,751,707
Cash Funds	0	192,308	220,727	220,727	0
Reappropriated Funds	0	0	0	2,602,782	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>88,084</u>	<u>87,487</u>	<u>127,112</u>	<u>109,127</u>	<u>98,247</u> *
General Fund	88,084	87,487	114,212	0	98,247
Cash Funds	0	0	12,900	12,900	0
Reappropriated Funds	0	0	0	96,227	0
Federal Funds	0	0	0	0	0
Total Compensation and Employee Engagement					
Surveys	<u>214,935</u>	<u>39,595</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u> *
General Fund	214,935	39,595	300,000	0	300,000
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	300,000	0
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
State Employee Tuition Reimbursement	<u>0</u>	<u>57,696</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u> *
General Fund	0	57,696	500,000	0	500,000
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	500,000	0
Federal Funds	0	0	0	0	0
State Employee Professional Development	<u>0</u>	<u>0</u>	<u>8,000,000</u>	<u>0</u>	<u>0</u> *
FTE	0.0	0.0	1.8	0.0	0.0
General Fund	0	0	8,000,000	0	0
Reappropriated Funds	0	0	0	0	0
<b>SUBTOTAL - (I) State Agency Services</b>	2,040,220	2,059,825	11,508,687	3,732,636	3,649,954
FTE	<u>17.8</u>	<u>19.0</u>	<u>29.2</u>	<u>29.2</u>	<u>27.4</u>
General Fund	2,040,220	1,867,517	11,275,060	0	3,649,954
Cash Funds	0	192,308	233,627	233,627	0
Reappropriated Funds	0	0	0	3,499,009	0
Federal Funds	0	0	0	0	0
<b>(II) Training Services</b>					
Training Services	<u>225,814</u>	<u>204,990</u>	<u>507,278</u>	<u>712,646</u>	<u>559,931</u> *
FTE	2.4	2.5	4.1	7.3	5.3
General Fund	225,814	204,990	507,278	0	559,931
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	712,646	0
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
Indirect Cost Assessment	<u>59,723</u>	<u>71,926</u>	<u>145,630</u>	<u>110,573</u>	<u>0</u> *
General Fund	59,723	71,926	145,630	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	110,573	0
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (II) Training Services</b>	285,537	276,916	652,908	823,219	559,931
<i>FTE</i>	<u>2.4</u>	<u>2.5</u>	<u>4.1</u>	<u>7.3</u>	<u>5.3</u>
General Fund	285,537	276,916	652,908	0	559,931
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	823,219	0
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (A) Human Resource Services</b>	2,325,757	2,336,741	12,161,595	4,555,855	4,209,885
<i>FTE</i>	<u>20.2</u>	<u>21.5</u>	<u>33.3</u>	<u>36.5</u>	<u>32.7</u>
General Fund	2,325,757	2,144,433	11,927,968	0	4,209,885
Cash Funds	0	192,308	233,627	233,627	0
Reappropriated Funds	0	0	0	4,322,228	0
Federal Funds	0	0	0	0	0
<b>(F) Labor Relations Services</b>					
Personal Services	<u>852,692</u>	<u>821,232</u>	<u>4,710,506</u>	<u>3,607,649</u>	<u>3,607,649</u> *
FTE	7.0	8.1	65.4	47.2	47.2
General Fund	5	821,232	4,710,506	0	3,607,649
Cash Funds	852,687	0	0	0	0
Reappropriated Funds	0	0	0	3,607,649	0
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
Operating Expenses	<u>11,148</u>	<u>129,209</u>	<u>436,205</u>	<u>163,720</u>	<u>163,720</u> *
General Fund	0	129,209	436,205	0	163,720
Cash Funds	11,148	0	0	0	0
Reappropriated Funds	0	0	0	163,720	0
Federal Funds	0	0	0	0	0
Union Stewards	<u>0</u>	<u>119,779</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u> *
General Fund	0	119,779	500,000	0	500,000
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	500,000	0
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (F) Labor Relations Services</b>	863,840	1,070,220	5,646,711	4,271,369	4,271,369
<i>FTE</i>	<u>7.0</u>	<u>8.1</u>	<u>65.4</u>	<u>47.2</u>	<u>47.2</u>
General Fund	5	1,070,220	5,646,711	0	4,271,369
Cash Funds	863,835	0	0	0	0
Reappropriated Funds	0	0	0	4,271,369	0
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(B) Employee Benefits Services</b>					
Personal Services	<u>822,117</u>	<u>933,342</u>	<u>978,709</u>	<u>1,035,803</u>	<u>1,035,803</u>
FTE	10.3	10.9	12.0	12.0	12.0
General Fund	0	0	0	0	0
Cash Funds	822,117	933,342	978,709	1,035,803	1,035,803
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>37,141</u>	<u>796,501</u>	<u>58,093</u>	<u>58,093</u>	<u>58,093</u>
General Fund	0	750,000	0	0	0
Cash Funds	37,141	46,501	58,093	58,093	58,093
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Utilization Review	<u>24,500</u>	<u>24,983</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
General Fund	0	24,983	0	0	0
Cash Funds	24,500	0	25,000	25,000	25,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
H.B. 07-1335 Supplemental State Contribution Fund	<u>1,146,253</u>	<u>1,102,001</u>	<u>1,848,255</u>	<u>1,848,255</u>	<u>1,848,255</u>
General Fund	0	0	0	0	0
Cash Funds	1,146,253	1,102,001	1,848,255	1,848,255	1,848,255
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
Indirect Cost Assessment	<u>247,527</u>	<u>260,506</u>	<u>295,782</u>	<u>422,811</u>	<u>422,811</u>
General Fund	0	0	0	0	0
Cash Funds	247,527	260,506	295,782	422,811	422,811
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (B) Employee Benefits Services</b>	2,277,538	3,117,333	3,205,839	3,389,962	3,389,962
FTE	<u>10.3</u>	<u>10.9</u>	<u>12.0</u>	<u>12.0</u>	<u>12.0</u>
General Fund	0	774,983	0	0	0
Cash Funds	2,277,538	2,342,350	3,205,839	3,389,962	3,389,962
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

**(C) Risk Management Services**

Personal Services	<u>737,443</u>	<u>792,603</u>	<u>955,327</u>	<u>1,082,347</u>	<u>1,082,192</u>
FTE	8.9	9.1	12.3	12.5	13.3
General Fund	0	0	57,725	6,414	64,139
Cash Funds	0	0	0	0	0
Reappropriated Funds	737,443	792,603	897,602	1,075,933	1,018,053
Federal Funds	0	0	0	0	0
Operating Expenses	<u>50,276</u>	<u>55,825</u>	<u>70,018</u>	<u>66,368</u>	<u>71,368</u>
General Fund	0	0	6,350	0	6,350
Cash Funds	0	0	0	0	0
Reappropriated Funds	50,276	55,825	63,668	66,368	65,018
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Appropriation</b>	<b>FY 2024-25 Request</b>	<b>FY 2024-25 Recommendation</b>
Actuarial and Broker Services	<u>308,878</u>	<u>228,900</u>	<u>390,900</u>	<u>402,627</u>	<u>402,627</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	308,878	228,900	390,900	402,627	402,627
Federal Funds	0	0	0	0	0
Risk Management Information System	<u>193,300</u>	<u>193,300</u>	<u>217,300</u>	<u>223,819</u>	<u>223,819</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	193,300	193,300	217,300	223,819	223,819
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>221,231</u>	<u>277,930</u>	<u>282,494</u>	<u>365,942</u>	<u>365,942</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	221,231	277,930	282,494	365,942	365,942
Federal Funds	0	0	0	0	0
Liability Claims	<u>3,594,473</u>	<u>15,999,028</u>	<u>43,806,404</u>	<u>9,559,668</u>	<u>9,559,668</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	3,594,473	15,999,028	43,806,404	9,559,668	9,559,668
Federal Funds	0	0	0	0	0
Liability Excess Policy	<u>2,808,965</u>	<u>2,934,918</u>	<u>5,405,081</u>	<u>5,405,081</u>	<u>5,405,081</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	2,808,965	2,934,918	5,405,081	5,405,081	5,405,081
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Appropriation</b>	<b>FY 2024-25 Request</b>	<b>FY 2024-25 Recommendation</b>
Liability Legal Services	<u>5,826,818</u>	<u>7,063,459</u>	<u>6,446,341</u>	<u>8,933,507</u>	<u>8,933,507</u>
General Fund	1,137,838	320,416	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	4,688,980	6,743,043	6,446,341	8,933,507	8,933,507
Federal Funds	0	0	0	0	0
Property Policies	<u>10,311,881</u>	<u>11,421,613</u>	<u>13,241,581</u>	<u>13,241,581</u>	<u>13,241,581</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	10,311,881	11,421,613	13,241,581	13,241,581	13,241,581
Federal Funds	0	0	0	0	0
Property Deductibles and Payouts	<u>2,764,417</u>	<u>8,022,025</u>	<u>5,524,375</u>	<u>13,100,000</u>	<u>13,100,000</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	2,764,417	8,022,025	5,524,375	13,100,000	13,100,000
Federal Funds	0	0	0	0	0
Workers' Compensation Claims	<u>29,631,172</u>	<u>30,736,898</u>	<u>30,624,906</u>	<u>30,156,210</u>	<u>30,156,210</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	29,631,172	30,736,898	30,624,906	30,156,210	30,156,210
Federal Funds	0	0	0	0	0
Workers' Compensation TPA Fees and Loss Control	<u>1,422,862</u>	<u>1,052,138</u>	<u>1,850,000</u>	<u>1,850,000</u>	<u>1,850,000</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,422,862	1,052,138	1,850,000	1,850,000	1,850,000
Federal Funds	0	0	0	0	0



*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
Workers' Compensation Excess Policy	<u>1,020,502</u>	<u>962,877</u>	<u>991,636</u>	<u>991,636</u>	<u>991,636</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,020,502	962,877	991,636	991,636	991,636
Federal Funds	0	0	0	0	0
Workers' Compensation Legal Services	<u>1,215,954</u>	<u>1,582,974</u>	<u>1,423,590</u>	<u>2,019,767</u>	<u>2,019,767</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,215,954	1,582,974	1,423,590	2,019,767	2,019,767
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (C) Risk Management Services</b>	60,108,172	81,324,488	111,229,953	87,398,553	87,403,398
<i>FTE</i>	<u>8.9</u>	<u>9.1</u>	<u>12.3</u>	<u>12.5</u>	<u>13.3</u>
General Fund	1,137,838	320,416	64,075	6,414	70,489
Cash Funds	0	0	0	0	0
Reappropriated Funds	58,970,334	81,004,072	111,165,878	87,392,139	87,332,909
Federal Funds	0	0	0	0	0
<b>TOTAL - (2) Division of Human Resources</b>	65,575,307	87,848,782	132,244,098	99,615,739	99,274,614
<i>FTE</i>	<u>46.4</u>	<u>49.6</u>	<u>123.0</u>	<u>108.2</u>	<u>105.2</u>
General Fund	3,463,600	4,310,052	17,638,754	6,414	8,551,743
Cash Funds	3,141,373	2,534,658	3,439,466	3,623,589	3,389,962
Reappropriated Funds	58,970,334	81,004,072	111,165,878	95,985,736	87,332,909
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(3) PERSONNEL BOARD</b>					
<b>(A) Personnel Board</b>					
Personal Services	<u>528,486</u>	<u>533,324</u>	<u>600,823</u>	<u>635,336</u>	<u>635,336</u>
FTE	4.8	4.5	5.0	5.1	5.1
General Fund	528,486	533,324	600,823	635,336	635,336
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>17,346</u>	<u>20,095</u>	<u>24,774</u>	<u>23,374</u>	<u>23,374</u>
General Fund	17,346	20,095	24,774	23,374	23,374
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Legal Services	<u>38,651</u>	<u>61,632</u>	<u>76,547</u>	<u>38,997</u>	<u>38,997</u>
General Fund	38,651	61,632	76,547	38,997	38,997
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
<b>TOTAL - (3) Personnel Board</b>	584,483	615,051	702,144	697,707	697,707
FTE	4.8	4.5	5.0	5.1	5.1
General Fund	584,483	615,051	702,144	697,707	697,707
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(4) DIVISION CENTRAL SERVICES</b>					
<b>(A) Administration</b>					
Personal Services	<u>494,393</u>	<u>519,804</u>	<u>535,168</u>	<u>590,655</u>	<u>590,655</u>
FTE	5.3	5.3	5.2	5.2	5.2
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	494,393	519,804	535,168	590,655	590,655
Federal Funds	0	0	0	0	0
Operating Expenses	<u>17,184</u>	<u>13,588</u>	<u>27,690</u>	<u>27,690</u>	<u>27,690</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	17,184	13,588	27,690	27,690	27,690
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>14,472</u>	<u>15,364</u>	<u>12,645</u>	<u>14,492</u>	<u>14,492</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	14,472	15,364	12,645	14,492	14,492
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (A) Administration</b>	526,049	548,756	575,503	632,837	632,837
FTE	<u>5.3</u>	<u>5.3</u>	<u>5.2</u>	<u>5.2</u>	<u>5.2</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	526,049	548,756	575,503	632,837	632,837
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(B) Integrated Document Solutions</b>					
Personal Services	<u>5,947,531</u>	<u>7,171,000</u>	<u>7,754,246</u>	<u>7,944,686</u>	<u>7,944,686</u>
FTE	87.1	90.0	102.6	102.6	102.6
General Fund	0	0	0	0	0
Cash Funds	0	141,615	141,615	141,615	141,615
Reappropriated Funds	5,947,531	7,029,385	7,612,631	7,803,071	7,803,071
Federal Funds	0	0	0	0	0
Operating Expenses	<u>21,021,438</u>	<u>24,809,659</u>	<u>22,786,220</u>	<u>22,732,986</u>	<u>22,732,986</u>
General Fund	0	0	0	0	0
Cash Funds	980,537	980,537	980,537	980,537	980,537
Reappropriated Funds	20,040,901	23,829,122	21,805,683	21,752,449	21,752,449
Federal Funds	0	0	0	0	0
Commercial Print Payments	<u>1,732,202</u>	<u>1,510,142</u>	<u>1,733,260</u>	<u>1,733,260</u>	<u>1,733,260</u>
FTE	0.0	0.0	0.0	0.0	0.0
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,732,202	1,510,142	1,733,260	1,733,260	1,733,260
Federal Funds	0	0	0	0	0
Print Equipment Lease Purchase	<u>68,907</u>	<u>240,000</u>	<u>547,243</u>	<u>547,243</u>	<u>547,243</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	68,907	240,000	547,243	547,243	547,243
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
Scan Equipment Lease Purchase	<u>0</u>	<u>42,499</u>	<u>151,776</u>	<u>151,776</u>	<u>151,776</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	42,499	151,776	151,776	151,776
Federal Funds	0	0	0	0	0
IDS Postage	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Reappropriated Funds	0	0	0	0	0
Utilities	<u>57,959</u>	<u>68,657</u>	<u>69,000</u>	<u>69,000</u>	<u>69,000</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	57,959	68,657	69,000	69,000	69,000
Federal Funds	0	0	0	0	0
Address Confidentiality Program	<u>539,917</u>	<u>544,960</u>	<u>730,050</u>	<u>739,029</u>	<u>739,029</u>
FTE	4.8	5.2	7.0	7.0	7.0
General Fund	398,594	403,288	588,376	597,355	597,355
Cash Funds	141,323	141,672	141,674	141,674	141,674
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>421,100</u>	<u>460,955</u>	<u>416,993</u>	<u>453,776</u>	<u>453,776</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	421,100	460,955	416,993	453,776	453,776
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>SUBTOTAL - (B) Integrated Document</b>					
<b>Solutions</b>	29,789,054	34,847,872	34,188,788	34,371,756	34,371,756
<i>FTE</i>	<u>91.9</u>	<u>95.2</u>	<u>109.6</u>	<u>109.6</u>	<u>109.6</u>
General Fund	398,594	403,288	588,376	597,355	597,355
Cash Funds	1,121,860	1,263,824	1,263,826	1,263,826	1,263,826
Reappropriated Funds	28,268,600	33,180,760	32,336,586	32,510,575	32,510,575
Federal Funds	0	0	0	0	0
<b>(C) Colorado State Archives</b>					
Personal Services	<u>632,105</u>	<u>699,500</u>	<u>801,190</u>	<u>822,648</u>	<u>822,648</u>
<i>FTE</i>	<u>9.8</u>	<u>10.0</u>	<u>13.1</u>	<u>13.1</u>	<u>13.1</u>
General Fund	632,102	618,272	680,380	701,838	701,838
Cash Funds	3	77,803	91,739	91,739	91,739
Reappropriated Funds	0	3,425	29,071	29,071	29,071
Federal Funds	0	0	0	0	0
Operating Expenses	<u>244,167</u>	<u>320,980</u>	<u>391,890</u>	<u>448,885</u>	<u>448,885</u>
General Fund	244,167	306,245	365,890	422,885	422,885
Cash Funds	0	14,735	26,000	26,000	26,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (C) Colorado State Archives</b>					
<i>FTE</i>	<u>9.8</u>	<u>10.0</u>	<u>13.1</u>	<u>13.1</u>	<u>13.1</u>
General Fund	876,269	924,517	1,046,270	1,124,723	1,124,723
Cash Funds	3	92,538	117,739	117,739	117,739
Reappropriated Funds	0	3,425	29,071	29,071	29,071
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>TOTAL - (4) Division Central Services</b>	31,191,375	36,417,108	35,957,371	36,276,126	36,276,126
<i>FTE</i>	<u>107.0</u>	<u>110.5</u>	<u>127.9</u>	<u>127.9</u>	<u>127.9</u>
General Fund	1,274,863	1,327,805	1,634,646	1,722,078	1,722,078
Cash Funds	1,121,863	1,356,362	1,381,565	1,381,565	1,381,565
Reappropriated Funds	28,794,649	33,732,941	32,941,160	33,172,483	33,172,483
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(5) DIVISION OF ACCOUNTS AND CONTROL</b>					
<b>(A) Financial Operations and Reporting</b>					
<b>(1) Financial Operations and Reporting</b>					
Personal Services	<u>2,858,107</u>	<u>3,106,712</u>	<u>3,225,516</u>	<u>4,737,774</u>	<u>4,234,090</u> *
FTE	28.4	31.1	29.5	40.3	37.9
General Fund	2,858,107	3,106,712	3,225,516	0	4,234,090
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	4,737,774	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>115,867</u>	<u>119,221</u>	<u>138,303</u>	<u>167,212</u>	<u>209,085</u> *
General Fund	115,867	119,221	138,303	0	209,085
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	167,212	0
Federal Funds	0	0	0	0	0
Recovery Audit Program Disbursements	<u>1,653</u>	<u>29,321</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	1,653	29,321	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (1) Financial Operations and Reporting</b>					
	2,975,627	3,255,254	3,363,819	4,904,986	4,443,175
FTE	<u>28.4</u>	<u>31.1</u>	<u>29.5</u>	<u>40.3</u>	<u>37.9</u>
General Fund	2,973,974	3,225,933	3,363,819	0	4,443,175
Cash Funds	1,653	29,321	0	0	0
Reappropriated Funds	0	0	0	4,904,986	0
Federal Funds	0	0	0	0	0



*JBC Staff Figure Setting - FY 2024-25*  
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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(B) Procurement and Contracts</b>					
Personal Services	<u>1,618,870</u>	<u>1,639,822</u>	<u>1,783,659</u>	<u>2,370,492</u>	<u>2,209,715</u> *
FTE	15.7	16.2	16.8	20.4	20.5
General Fund	615,870	250,823	294,659	0	344,321
Cash Funds	1,003,000	1,388,999	1,489,000	0	1,865,394
Reappropriated Funds	0	0	0	2,370,492	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>31,818</u>	<u>36,969</u>	<u>36,969</u>	<u>67,674</u>	<u>68,385</u> *
General Fund	31,818	36,969	36,969	0	68,385
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	67,674	0
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (B) Procurement and Contracts</b>	1,650,688	1,676,791	1,820,628	2,438,166	2,278,100
FTE	<u>15.7</u>	<u>16.2</u>	<u>16.8</u>	<u>20.4</u>	<u>20.5</u>
General Fund	647,688	287,792	331,628	0	412,706
Cash Funds	1,003,000	1,388,999	1,489,000	0	1,865,394
Reappropriated Funds	0	0	0	2,438,166	0
Federal Funds	0	0	0	0	0

*JBC Staff Figure Setting - FY 2024-25*  
*Staff Working Document - Does Not Represent Committee Decision*

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(C) CORE Operations</b>					
Personal Services	<u>1,734,095</u>	<u>1,901,404</u>	<u>2,224,068</u>	<u>2,328,429</u>	<u>2,328,429</u>
FTE	18.1	19.6	22.3	22.3	22.3
General Fund	0	0	0	0	0
Cash Funds	0	0	0	121,549	1,653,154
Reappropriated Funds	1,734,095	1,901,404	2,224,068	2,206,880	675,275
Federal Funds	0	0	0	0	0
Operating Expenses	<u>43,336</u>	<u>58,735</u>	<u>59,590</u>	<u>59,590</u>	<u>59,590</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	43,336	58,735	59,590	59,590	59,590
Federal Funds	0	0	0	0	0
Payments for CORE and Support Modules	<u>6,475,410</u>	<u>6,496,505</u>	<u>5,890,480</u>	<u>6,610,798</u>	<u>6,185,798</u> *
General Fund	0	0	0	0	0
Cash Funds	4,098,456	2,223,408	4,590,323	6,185,798	5,760,798
Reappropriated Funds	2,376,954	4,273,097	1,300,157	425,000	425,000
Federal Funds	0	0	0	0	0
CORE Lease Purchase Payments	<u>3,824,152</u>	<u>0</u>	<u>1,272,116</u>	<u>1,269,317</u>	<u>1,269,317</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	3,824,152	0	1,272,116	1,269,317	1,269,317
Federal Funds	0	0	0	0	0

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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
Indirect Cost Assessment	<u>279,743</u>	<u>389,935</u>	<u>372,646</u>	<u>167,026</u>	<u>167,026</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	279,743	389,935	372,646	167,026	167,026
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (C) CORE Operations</b>	12,356,736	8,846,579	9,818,900	10,435,160	10,010,160
<i>FTE</i>	<u>18.1</u>	<u>19.6</u>	<u>22.3</u>	<u>22.3</u>	<u>22.3</u>
General Fund	0	0	0	0	0
Cash Funds	4,098,456	2,223,408	4,590,323	6,307,347	7,413,952
Reappropriated Funds	8,258,280	6,623,171	5,228,577	4,127,813	2,596,208
Federal Funds	0	0	0	0	0
<b>TOTAL - (5) Division of Accounts and Control</b>	16,983,051	13,778,624	15,003,347	17,778,312	16,731,435
<i>FTE</i>	<u>62.2</u>	<u>66.9</u>	<u>68.6</u>	<u>83.0</u>	<u>80.7</u>
General Fund	3,621,662	3,513,725	3,695,447	0	4,855,881
Cash Funds	5,103,109	3,641,728	6,079,323	6,307,347	9,279,346
Reappropriated Funds	8,258,280	6,623,171	5,228,577	11,470,965	2,596,208
Federal Funds	0	0	0	0	0

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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(6) ADMINISTRATIVE COURTS</b>					
Personal Services	<u>3,822,744</u>	<u>3,918,313</u>	<u>7,634,404</u>	<u>5,102,467</u>	<u>4,913,985</u> *
FTE	37.7	38.0	44.7	47.4	47.4
General Fund	0	0	0	0	0
Cash Funds	15,000	0	0	0	842,230
Reappropriated Funds	3,807,744	3,918,313	7,634,404	5,102,467	4,071,755
Federal Funds	0	0	0	0	0
Operating Expenses	<u>171,354</u>	<u>160,285</u>	<u>419,943</u>	<u>210,887</u>	<u>210,887</u> *
General Fund	0	0	0	0	0
Cash Funds	114,382	114,382	333,382	114,382	114,382
Reappropriated Funds	56,972	45,903	86,561	96,505	96,505
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>100,348</u>	<u>99,227</u>	<u>178,659</u>	<u>141,921</u>	<u>141,921</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	100,348	99,227	178,659	141,921	141,921
Federal Funds	0	0	0	0	0
<b>TOTAL - (6) Administrative Courts</b>	4,094,446	4,177,825	8,233,006	5,455,275	5,266,793
FTE	<u>37.7</u>	<u>38.0</u>	<u>44.7</u>	<u>47.4</u>	<u>47.4</u>
General Fund	0	0	0	0	0
Cash Funds	129,382	114,382	333,382	114,382	956,612
Reappropriated Funds	3,965,064	4,063,443	7,899,624	5,340,893	4,310,181
Federal Funds	0	0	0	0	0

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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(7) DIVISION OF CAPITAL ASSETS</b>					
<b>(A) Administration</b>					
Personal Services	<u>334,999</u>	<u>368,454</u>	<u>379,323</u>	<u>438,190</u>	<u>438,190</u>
FTE	3.7	3.5	3.9	3.9	3.9
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	334,999	368,454	379,323	438,190	438,190
Federal Funds	0	0	0	0	0
Operating Expenses	<u>10,182</u>	<u>14,233</u>	<u>18,310</u>	<u>18,310</u>	<u>18,310</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	10,182	14,233	18,310	18,310	18,310
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>8,929</u>	<u>9,479</u>	<u>7,801</u>	<u>8,928</u>	<u>8,928</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	8,929	9,479	7,801	8,928	8,928
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (A) Administration</b>	354,110	392,166	405,434	465,428	465,428
FTE	<u>3.7</u>	<u>3.5</u>	<u>3.9</u>	<u>3.9</u>	<u>3.9</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	354,110	392,166	405,434	465,428	465,428
Federal Funds	0	0	0	0	0

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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>(B) Facilities Maintenance - Capitol Complex</b>					
Personal Services	<u>3,389,598</u>	<u>3,608,269</u>	<u>4,307,823</u>	<u>4,568,546</u>	<u>4,568,546</u>
FTE	50.9	52.9	62.5	63.2	63.2
General Fund	56,894	57,114	142,518	145,912	145,912
Cash Funds	0	30,068	0	0	0
Reappropriated Funds	3,332,704	3,521,087	4,165,305	4,422,634	4,422,634
Federal Funds	0	0	0	0	0
Operating Expenses	<u>2,715,806</u>	<u>3,272,354</u>	<u>3,635,124</u>	<u>4,275,515</u>	<u>3,575,515</u> *
General Fund	11,545	11,088	71,425	771,425	71,425
Cash Funds	0	555,815	1,641,738	1,641,738	1,641,738
Reappropriated Funds	2,704,261	2,705,451	1,921,961	1,862,352	1,862,352
Federal Funds	0	0	0	0	0
Capitol Complex Repairs	<u>55,907</u>	<u>56,520</u>	<u>56,520</u>	<u>56,520</u>	<u>56,520</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	55,907	56,520	56,520	56,520	56,520
Federal Funds	0	0	0	0	0
Capitol Complex Security	<u>544,078</u>	<u>555,986</u>	<u>565,390</u>	<u>610,189</u>	<u>610,189</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	544,078	555,986	565,390	610,189	610,189
Federal Funds	0	0	0	0	0

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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
Utilities	<u>5,536,336</u>	<u>5,407,457</u>	<u>5,877,619</u>	<u>5,821,723</u>	<u>5,821,723</u>
General Fund	0	0	0	0	0
Cash Funds	380,885	380,885	2,177,521	0	1,544,013
Reappropriated Funds	5,155,451	5,026,572	3,700,098	5,821,723	4,277,710
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>862,835</u>	<u>338,799</u>	<u>490,737</u>	<u>464,303</u>	<u>464,303</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	862,835	338,799	490,737	464,303	464,303
Federal Funds	0	0	0	0	0
<b>SUBTOTAL - (B) Facilities Maintenance - Capitol Complex</b>	13,104,560	13,239,385	14,933,213	15,796,796	15,096,796
FTE	<u>50.9</u>	<u>52.9</u>	<u>62.5</u>	<u>63.2</u>	<u>63.2</u>
General Fund	68,439	68,202	213,943	917,337	217,337
Cash Funds	380,885	966,768	3,819,259	1,641,738	3,185,751
Reappropriated Funds	12,655,236	12,204,415	10,900,011	13,237,721	11,693,708
Federal Funds	0	0	0	0	0

**(C) Fleet Management Program and Motor Pool Services**

Personal Services	<u>1,112,145</u>	<u>1,117,809</u>	<u>1,362,348</u>	<u>1,445,759</u>	<u>1,445,759</u>
FTE	16.7	16.5	18.8	18.8	18.8
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	1,112,145	1,117,809	1,362,348	1,445,759	1,445,759
Federal Funds	0	0	0	0	0

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	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Appropriation</b>	<b>FY 2024-25 Request</b>	<b>FY 2024-25 Recommendation</b>
Operating Expenses	<u>590,519</u>	<u>905,674</u>	<u>1,736,128</u>	<u>1,877,835</u>	<u>1,877,835</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	590,519	905,674	1,736,128	1,877,835	1,877,835
Federal Funds	0	0	0	0	0
Motor Pool Vehicles Lease and Operating Expenses	<u>41,769</u>	<u>92,769</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	41,769	92,769	200,000	200,000	200,000
Federal Funds	0	0	0	0	0
Fuel and Automotive Supplies	<u>21,672,186</u>	<u>24,608,311</u>	<u>28,009,597</u>	<u>20,869,697</u>	<u>28,009,597</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	21,672,186	24,608,311	28,009,597	20,869,697	28,009,597
Federal Funds	0	0	0	0	0
Vehicles Replacement Lease or Purchase	<u>21,908,051</u>	<u>21,983,820</u>	<u>28,082,298</u>	<u>30,443,431</u>	<u>30,443,431</u> *
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	21,908,051	21,983,820	28,082,298	30,443,431	30,443,431
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>120,081</u>	<u>146,535</u>	<u>136,252</u>	<u>147,344</u>	<u>147,344</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	120,081	146,535	136,252	147,344	147,344
Federal Funds	0	0	0	0	0



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	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2024-25 Recommendation
<b>SUBTOTAL - (C) Fleet Management Program and Motor Pool Services</b>	45,444,751	48,854,918	59,526,623	54,984,066	62,123,966
<i>FTE</i>	<u>16.7</u>	<u>16.5</u>	<u>18.8</u>	<u>18.8</u>	<u>18.8</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	45,444,751	48,854,918	59,526,623	54,984,066	62,123,966
Federal Funds	0	0	0	0	0
<b>TOTAL - (7) Division of Capital Assets</b>	58,903,421	62,486,469	74,865,270	71,246,290	77,686,190
<i>FTE</i>	<u>71.3</u>	<u>72.9</u>	<u>85.2</u>	<u>85.9</u>	<u>85.9</u>
General Fund	68,439	68,202	213,943	917,337	217,337
Cash Funds	380,885	966,768	3,819,259	1,641,738	3,185,751
Reappropriated Funds	58,454,097	61,451,499	70,832,068	68,687,215	74,283,102
Federal Funds	0	0	0	0	0
<b>TOTAL - Department of Personnel</b>	201,715,406	233,651,288	316,477,090	295,824,734	290,010,379
<i>FTE</i>	<u>364.6</u>	<u>381.8</u>	<u>523.7</u>	<u>524.9</u>	<u>519.5</u>
General Fund	18,073,096	20,931,821	44,348,705	15,828,459	39,596,441
Cash Funds	10,848,598	10,299,237	20,829,891	30,611,309	27,044,099
Reappropriated Funds	172,793,712	202,420,230	251,298,494	249,384,966	223,369,839
Federal Funds	0	0	0	0	0