

Schedule 2A

**Department
of
Personnel & Administration**



DPA

Schedule 2A

FY 2007-08

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COLORADO DEPARTMENT OF PERSONNEL AND ADMINISTRATION

SCHEDULE 2A - Department Summary

Division	Actual FY04-05		Actual FY05-06		Appr. FY06-07		Estimate FY06-07		Request FY07-08	
	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE
(1) EXECUTIVE OFFICE										
Division Total	6,850,193	25.9	6,658,902	21.3	9,754,939	23.5	7,011,387	23.5	12,789,791	23.5
General Fund	2,750,759		2,709,769		3,483,780		2,826,609		4,804,378	
Cash Funds	33,333		19,418		45,271		20,859		41,914	
Cash Exempt	4,066,101		3,929,715		6,225,888		4,163,919		7,943,499	
(2) DIVISION OF HUMAN RESOURCES										
Division Total	46,093,162	42.2	44,799,165	45.7	49,427,104	53.7	49,696,333	53.7	52,638,353	53.7
General Fund	0						136,339			
Cash Funds	3,445,813		4,040,021		4,555,266		4,555,266		4,785,220	
Cash Exempt	42,647,350	6.0	40,759,143	8.2	44,871,838	9.0	45,004,728	9.0	47,853,133	9.0
(3) PERSONNEL BOARD										
Division Total	454,964	4.5	458,838	4.7	456,843	4.8	495,217	4.8	467,705	4.8
General Fund	246,232		288,812		20,586		58,960		32,262	
Cash Funds	554		680		1,198		1,198		1,196	
Cash Exempt	208,178		169,346		435,059		435,059		434,247	
(4) CENTRAL SERVICES										
Division Total	52,615,807	172.5	53,899,680	175.8	58,409,901	183.5	59,253,545	183.5	59,191,675	188.5
Cash Funds	2,688,446		2,693,194		2,983,311		2,983,311		3,083,765	
Cash Exempt	49,927,361		51,206,485		55,426,590		56,270,234		56,107,910	

Division	Actual FY04-05		Actual FY05-06		Appr. FY06-07		Estimate FY06-07		Request FY07-08	
	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE

(5) FINANCE AND PROCUREMENT

Division Total	4,876,424	57.8	5,728,391	57.9	5,973,381	61.5	6,302,412	61.5	6,518,947	64.5
General Fund	983,745	5.9	1,381,823	5.8	319,398	6.0	541,007	6.0	389,671	6.0
Cash Funds	926,568	2.9	1,338,035	2.5	2,034,046	3.0	2,049,024	3.0	2,234,602	3.0
Cash Exempt	2,966,112		3,008,534		3,619,937		3,712,381		3,894,674	

(6) DIVISION OF INFORMATION TECHNOLOGY

Division Total	35,614,685	160.0	35,597,226	163.3	36,727,468	175.3	37,795,676	175.3	39,489,144	183.3
General Fund	3,774,081		3,778,093	5.9	3,544,362	6.0	3,805,211	6.0	3,735,947	6.0
Cash Funds	1,688,751		2,270,165		2,505,993		2,515,427		2,546,888	
Cash Exempt	30,027,036		29,412,561		30,556,113		31,354,038		33,085,310	
Federal Funds	124,817		136,408		121,000		121,000		121,000	

(7) ADMINISTRATIVE HEARINGS

Division Total	3,373,633	35.4	3,336,892	35.6	3,373,231	39.0	3,568,297	39.0	3,383,974	39.0
Cash Funds			28,745		28,689		28,689		28,632	
Cash Exempt	3,373,633		3,308,147		3,344,542		3,539,608		3,355,343	

COLORADO DEPARTMENT OF PERSONNEL AND ADMINISTRATION

Department Total	149,878,868	498.3	150,479,093	504.3	164,122,867	541.3	164,122,867	541.3	174,479,591	557.3
General Fund	7,754,816	5.9	8,158,497	11.7	7,368,126	12.0	7,368,126	12.0	8,962,258	12.0
Cash Funds	8,783,465	2.9	10,390,258	2.5	12,153,774	3.0	12,153,774	3.0	12,722,217	3.0
Cash Exempt	133,215,770	6.0	131,793,930	8.2	144,479,967	9.0	144,479,967	9.0	152,674,116	9.0
Federal Funds	124,817		136,408		121,000		121,000		121,000	

Schedule 2B

Part 1. Other information

Part 2. Other information

Part 3. Other information

Part 4. Other information

**Department
of
Personnel & Administration**



DPA

Schedule 2B

FY 2007-08

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Schedule 2.B
Index from Line Items to Programs

Department: Personnel & Administration
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Long Bill Group	Long Bill Line Item	Long Bill Line Item Description	Statutory Citation	Cross-Reference to Program Crosswalk	
				Associated Program(s)	Page Number
(1) Executive Director's Office	Personal Services	Payment of ongoing salaries for management and other services of the department			
	Health, Life, Dental Insurance	State's contribution to health benefits for employees within the department.	24-50-601	Executive Director's Office	
	Short Term Disability Ins	State contribution for employee short term illness.	24-50-603		
	SB 04-257 Amortization Equalization Disbursement	Employer contribution to PERA Trust Fund fo amortize unfunded liability beginning on January 1, 2006.			
	Salary Survey & Senior Exec Service	Adjustments to State employee salaries based on the Total Compensation Survey	24-50-104		
	Performance-based Pay	Performance-based employee salary increases			
	Shift Differential	Hours of employment outside regular office hours of 8a.m. to 5 p.m.			
	Workers Compensation	Payment of insurance to cover employee projected and current losses.	24-10-1510		
	Operating Expense	Consumable supplies and materials used for general day-to-day operations.			
	Legal Services	Purchase of legal services from the Department of Law.			
	Purchase of Svc-Computer Center	Payments for automated data processing services from GGCC.			
	Multiuse Network Payments	Provides DPAs portion of the Statewide Multiuse Network			
	Payments to Risk Mgt & Property Funds	Insurance coverage for property and liability			
	Vehicle Lease Payments	Payments for lease or replacement of state owned and operated vehicles			
	Leased Space	Use and acquisition of space pursuant to a rental agreement.			
	Capitol Complex Leased Space	Lease of state-owned office space			
	Communications Services Payments	DPAs portion of total Communications Services (DTR, etc...)			
	Test Facility Lease	Federal Lease for high speed train testing in Pueblo.			
	Employment Security Contract	Contract for review of unemployment ins claims for executive branch.			
	Employees Emeritus	Additional retirement benefits for about 7 employees. Program is being phased out.			
HIPAA-Security Remediation	Health Insurance Portability and Accountability Act of 1996				
Governor's Transition	Statutory responsibility of DPA to request and administer a \$10,000 appropriation during each transition to a new gubernatorial administration.				
(2) Division of Human Resources					
	(A) Human Resource Services	Provide leadership and consultation in human resource management for State agencies	Article XII, Sections 13,14 and 15 of the State Constitution; 24-30 Parts 1 & 15; 24-50 et. seq.		
	(1) State Agency Services				
	Personal Services	Payment of ongoing salaries for management and other services of the division.			
	Operating Expense	Consumable supplies and materials used for general day-to-day operations.			
	(2) Training Services	Provide ongoing training and development for employees of the State.			
	Personal Services	Payment of ongoing salaries for management and other services of the division.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Indirect Cost Assessment	Payment of expenses indirectly associated to operation of the division.			

Schedule 2.B
Index from Line Items to Programs

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Long Bill Group	Long Bill Line Item	Long Bill Line Item Description	Statutory Citation	Cross-Reference to Program Crosswalk	
				Associated Program(s)	Page Number
	(3) CSEAP		24-50-604		
	Personal Services	Payment of ongoing salaries for management and other services of the division.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(B) Employee Benefits Services	Assists employees of the state with cost-effective benefit choices that meet their needs.	24-50-601		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Utilization Review	Payments for professional services to ensure efficiency and cost benefits from selected providers.			
	Deferred Compensation Plans	Administrative management of employees supplemental retirement benefit			
	Deferred Compensation Administration - TPA	New line item for FY 2005-06 corresponding with the contract renewal for the Deferred Compensation Plans effective July 1, 2005.			
	Defined Contribution Plans	Administrative management of a portable retirement fund for Legislators and Senior Executive Staff.			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(C) Risk Management Services	Administer, supervise, and manage a comprehensive risk management program that serves all state agencies in the protection of state assets.	24-30-1501		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Audit Expense	Payment for performance audit of the division.			
	Legal Services	Payment for legal services associated with the Risk Mgt. Liability Program	24-30-1507		
	Liability Premiums	Premiums paid by State agencies to cover projected and current losses due to liability cases.	24-10-114; 24-30-1510 (3) (a)		
	Property Premiums	Premiums paid by State agencies for protection of state assets.	24-30-1510.5		
	Workers' Compensation Premiums	Payments made by state agencies in support of the State's self-insured workers' compensation program.	24-30-1510.3; CRS 24-30-1510.7		
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
(3) Personnel Board		Resolve disputes involving state employees and agencies.	24-50-101 et seq.; 24-50.5-101 et seq.; Article XII, sections 13, 14, & 15		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
(4) Central Services		Division of Central Services	24-30-1101 thru 1117		
	(A) Administration	Provide administrative, financial, and human resource support for the division			
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(B) Integrated Document Factory	Centralized reproduction service provider to all state agencies.			
	(1) Reprographic Services	Provide professional agency publications to all state agencies	24-30-1102(4); 24-30-1104(1)		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			

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Long Bill Group	Long Bill Line Item	Long Bill Line Item Description	Statutory Citation	Cross-Reference to Program Crosswalk	
				Associated Program(s)	Page Number
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(2) Document Solutions Group	Provide filing and scanning services to all state agencies.	24-30-1102(4); 24-30-1104(1); 24-30-1104(1)(k); 24-30-1601 through 1606		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Utilities	Utilities payments for Central Services Document Solutions Group			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(3) Mail Services	Provide full mail processing services, consult state mailers, and monitor the processes and technologies of the U.P.S. and the mailing industry.	24-30-1102(4); 24-30-1104(1); 24-30-1111		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(C) Fleet Management Program & Motor Pool Services	Provide full service light duty vehicles leasing to state agencies.	24-30-1104(2) and 24-30-1112 through 1117		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Vehicle Lease/Purchase	Funding for new and replacement fleet vehicles			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(D) Facilities Maintenance		24-1-136.5; 24-82-101 through 103; 24-30-1303; 18-9-117, CRS (combined with 24-82-101).		
	(1) Capitol Complex Facilities				
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Capitol Complex Repairs	Routine maintenance of buildings.			
	Capitol Complex Security	Routine security of buildings			
	Utilities	Utility payments for all Denver area buildings.			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(2) Grand Jct St Svc Bldg				
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Utilities	Utility payments for the Grand Junction State Services Building			
	(3) Camp George West				
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Utilities	Utility pmts for all buildings at Camp George West.			

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Long Bill Group	Long Bill Line Item	Long Bill Line Item Description	Statutory Citation	Cross-Reference to Program Crosswalk	
				Associated Program(s)	Page Number
(5) Finance & Procurement			24-17-103; 24-30-201, et. seq.; 24-52-101, et. seq.; 24-75-102; 24-75-105 through 111; 24-75-201.3; 24-75-202 through 204; 24-75-212 through 214; 24-75-301 through 305; 24-75-402; 24-101-101, et. seq.		
	(A) State Controller's Office and Procurement Services	Manage the financial and procurement operations of the state.			
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	(B) Supplier Database	The supplier database maintained by State Purchasing Office that provides notification of solicitations, known as the Bid Information and Distribution System (BIDS)	24-102-202.5		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	(C) Collection Services	Provide debt collection services for state agencies.	24-30-202.4		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Collection of Debts Due to the State	Tax Offset for payment of debts owed to the State.			
	Private Collection Agency Fees	For costs and expenses associated with private collections entities.			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(D) Real Estate Svcs		24-30-1301 through 1304; 24-82-202		
	Coordination of CC, CM, & Leases	Planning for statewide controlled maintenance and capital construction. Maintenance requests. Management of leasing statewide.			
(6) Division of Information Technology					
	(A) Administration	Manages the internal business functions of the Colorado Information Technology Services			
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	(B) Customer Services	DoIT's Service Center provides 24 hrs, 7-day a week coverage to its customers	24-30-1601 thru 21-30-1607		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	(C) Order Billing	Provides direct support to all activities of DoIT Network Services operations	24-30-901 thru 24-30-909		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	(D) Communications Services	Provides full information network services for the statewide telecommunication network.	24-30-901; 24-30-903; 24-30-908.5; 24-33.5-223		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Training	Continuing Safety training for CPR & First Aid.			
	Utilities	Utility pmts for all microwave tower sites & leased office space.			

Schedule 2.B
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Long Bill Group	Long Bill Line Item	Long Bill Line Item Description	Statutory Citation	Cross-Reference to Program Crosswalk	
				Associated Program(s)	Page Number
	Snocat Replacement	New line item for FY 2005-06 for direct purchase of two snocats to replace current obsolete snocats.			
	Local Systems Development	Local government connections to microwave towers.			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(E) Network Services	A high-speed fiber-optic network link for Colorado.	24-30-901 thru 24-30-909		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Toll Free Access to GA	Toll-free access for constituents.			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(F) Computer Services	Provides computing services for the management and operation of the State's information data center.	24-30-1601 thru 24-30-1607		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Rent/Lease/ Lease Purchase CPU	Lease payments for the mainframe.			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			
	(G) Information & Archival Services	Ensures the preservation of the state's permanent legal records and information.	24-80-101 thru 24-80-109		
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	(H) Technology Management Unit	Provides maintenance of statewide information systems the financial and human resource systems.			
	Personal Services	Payment of ongoing salaries for management and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
(7) Administrative Courts		Provide professional adjudication services for the State of Colorado.	24-4-100		
	Personal Services	Payment of ongoing salaries for management, staff, and services.			
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.			
	Indirect Cost Assessment	Payments of expenses indirectly associated to the division's operation.			

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