

2015-17 Biennium Budget Decision Package

Agency: Office of Financial Management

Decision Package Code/Title: 9E / Other Fund Adjustments (Blue Ribbon Commission Funding)

Budget Period: 15-17

Budget Level: ML

Agency Recommendation Summary Text: Funding for the Blue Ribbon Commission was received in the 2016 supplemental budget. The funding was split evenly between FY16 and FY17. However, due to the late date of the passage of the supplemental budget and the length of time to get a contract in place to begin the work, only \$57,000 was spent. Shifting the unspent funding from the first fiscal year allows the Office of Financial Management to finish the project.

Fiscal Summary: Decision package total dollar and FTE cost/savings by year, by fund, for 4 years. Additional fiscal details are required below.

Operating Expenditures	FY 2016	FY 2017	FY 2018	FY 2019
001-1	-93,000	93,000	0	0
Total Cost	-93,000	93,000	0	0
Staffing	FY 2016	FY 2017	FY 2018	FY 2019
FTEs				
Revenue	FY 2016	FY 2017	FY 2018	FY 2019
Object of Expenditure	FY 2016	FY 2017	FY 2018	FY 2019
Obj. C	-93,000	93,000		

Package Description

- The blue ribbon commission on delivery of services to children and families was established by the governor's executive order 16-03. The commission shall develop recommendations on whether to create a separate state department of children and families. Funding was received to support the costs of the commission. However, it was received too late in fiscal year 16 to be fully spent. This package requests a shift in the unspent funding to fiscal year 17 to finish the work of the commission.

Base Budget: If the proposal is an expansion or alteration of a current program or service, provide information on the resources now devoted to the program or service. Please include annual expenditures

and FTEs by fund and activity (or provide working models or backup materials containing this information).

- This is not an expansion or alteration of a current program or service.

Decision Package expenditure, FTE and revenue assumptions, calculations and details: Agencies must clearly articulate the workload or policy assumptions used in calculating expenditure and revenue changes proposed.

- Amount is based on the actual expenditures in fiscal year 16 and the unspent funds available.

Decision Package Justification and Impacts

What specific performance outcomes does the agency expect?

Describe and quantify the specific performance outcomes the agency expects as a result of this funding change.

Performance Measure detail:

Fully describe and quantify expected impacts on state residents and specific populations served.

The commission shall develop recommendations on whether to create a separate state department of children and families, including benchmarks for assessing the improvements in outcomes for children and families expected to result from the reorganization.

What are other important connections or impacts related to this proposal? Please complete the following table and provide detailed explanations or information below:

Impact(s) To:		Identify / Explanation
Regional/County impacts?	No	Identify:
Other local gov't impacts?	No	Identify:
Tribal gov't impacts?	No	Identify:
Other state agency impacts?	No	Identify:
Responds to specific task force, report, mandate or exec order?	Yes	Identify: Executive Order 16-03
Does request contain a compensation change?	No	Identify:
Does request require a change to a collective bargaining agreement?	No	Identify:
Facility/workplace needs or impacts?	No	Identify:
Capital Budget Impacts?	No	Identify:
Is change required to existing statutes, rules or contracts?	No	Identify:
Is the request related to or a result of litigation?	No	Identify lawsuit (please consult with Attorney General's Office):
Is the request related to Puget Sound recovery?	No	If yes, see budget instructions Section 14.4 for additional instructions
Identify other important connections		

Please provide a detailed discussion of connections/impacts identified above.

The blue ribbon commission on delivery of services to children and families was established by the governor's executive order 16-03. The commission shall develop recommendations on whether to create a separate state department of children and families, including a mission and vision for the new department, new organization structures, estimated costs, transition plans, and benchmarks for assessing the improvements in outcomes for children and families expected to result from the reorganization, including the metrics to measure those short and long-term expected outcomes, and the expected impact on total administrative costs among the involved state agencies.

What alternatives were explored by the agency and why was this option chosen?

- None

What are the consequences of not funding this request?

- The work started in fiscal year 16 may not be completed.

How has or can the agency address the issue or need in its current appropriation level?

- The amount is currently contained within our appropriation authority. We are simply requesting a shift of unspent funds from fiscal year 16 to fiscal year 17.

Other supporting materials: Please attach or reference any other supporting materials or information that will help analysts and policymakers understand and prioritize your request.

Information technology: Does this Decision Package include funding for any IT-related costs, including hardware, software, services (including cloud-based services), contracts or IT staff?

No 

Yes Continue to IT Addendum below and follow the directions on the bottom of the addendum to meet requirements for OCIO review.)

2015-17 Biennium Budget Decision Package

Agency:

Decision Package Code/Title: Desktop Support Services

Budget Period: 15-17

Budget Level: M2

Agency Recommendation Summary Text:

The Office of Financial Management requests \$928,000 to pay Consolidated Technology Services (WaTech) for Desktop Support Services in the 2015-17 biennium. This service includes end user device connectivity to the Washington State Secure Government Network and the Internet. CTS ensures all the services, equipment and platforms used remain in compliance with IT policies and standards set by the Office of the Chief Information Officer.

Fiscal Summary: Decision package total dollar and FTE cost/savings by year, by fund, for 4 years. Additional fiscal details are required below.

Operating Expenditures	FY 2016	FY 2017	FY 2018	FY 2019
Fund 001-1	0	\$928,000	\$464,000	\$464,000
Total Cost	0	\$928,000	\$464,000	\$464,000
Staffing	FY 2016	FY 2017	FY 2018	FY 2019
FTEs	0	0	0	0
Revenue	FY 2016	FY 2017	FY 2018	FY 2019
Object of Expenditure	FY 2016	FY 2017	FY 2018	FY 2019
Obj. E	0	\$928,000	\$464,000	\$464,000

Package Description

Consolidated Technology Services (CTS) provides Desktop Support Services to eligible customers for a fee. Eligible customers include entities entitled to use this service, by law. The service includes end user device connectivity to the Washington State Secure Government Network and its resources, other state resources, and the Internet. CTS is responsible for ensuring all the services, equipment and platforms

used remain in compliance with IT policies and standards set by the Office of the Chief Information Officer.

Specific services include: Workstations (desktops/laptops), asset management, cabling, operating system, Microsoft Office Productivity Tools, Email, Local Area Network (LAN) support, IT Security & Compliance Services and all the staff that support these products and services.

When the Information Services Division was moved from OFM to the Department of Enterprise Services (DES), a service level agreement was entered into outlining the services and costs for DES to provide IT support. OFM had been paying \$1,253,350 per fiscal year for desktop support services. This function was moved from DES to CTS in the 15-17 biennium. CTS changed the rate structure for providing desktop support from an FTE basis to a per device basis. The cost for this service is approximately \$5,000 per year for each device supported. The change in rate structure increased the cost to OFM by \$464,000 in FY16. We are assuming the increased cost will be the same in FY17, and the costs will be ongoing.

Base Budget: If the proposal is an expansion or alteration of a current program or service, provide information on the resources now devoted to the program or service.

This is not a new service. OFM had the funding in its base budget to pay the cost of the service when it was being provided by DES. OFM does not have the funding to pay for the increased costs based on the new rate structure.

Decision Package expenditure, FTE and revenue assumptions, calculations and details: Agencies must clearly articulate the workload or policy assumptions used in calculating expenditure and revenue changes proposed.

The calculations are based on the annual charge from WaTech of \$5,000 per device. The amount requested in this decision package represents the increased cost of service from CTS above what was being charged by DES. These costs are ongoing and have been requested in the 2017-19 budget submittal.

Decision Package Justification and Impacts

What specific performance outcomes does the agency expect?

Describe and quantify the specific performance outcomes the agency expects as a result of this funding change.

Desktop computing is a basic office and communication tool that agencies must have to function.

Performance Measure detail:

Fully describe and quantify expected impacts on state residents and specific populations served.

N/A

What are other important connections or impacts related to this proposal? Please complete the following table and provide detailed explanations or information below:

Impact(s) To:		Identify / Explanation
Regional/County impacts?	No	Identify:
Other local gov't impacts?	No	Identify:
Tribal gov't impacts?	No	Identify:
Other state agency impacts?	No	Identify:
Responds to specific task force, report, mandate or exec order?	No	Identify:
Does request contain a compensation change?	No	Identify:
Does request require a change to a collective bargaining agreement?	No	Identify:
Facility/workplace needs or impacts?	No	Identify:
Capital Budget Impacts?	No	Identify:
Is change required to existing statutes, rules or contracts?	No	Identify:
Is the request related to or a result of litigation?	No	Identify lawsuit (please consult with Attorney General's Office):
Is the request related to Puget Sound recovery?	No	If yes, see budget instructions Section 14.4 for additional instructions
Identify other important connections		

Please provide a detailed discussion of connections/impacts identified above.

What alternatives were explored by the agency and why was this option chosen?

At this time no alternatives have been explored. One possible alternative would be to explore the option of providing our own desktop support in house. Another possible alternative would be to explore the option of contracting with a non-state entity to provide desktop support.

What are the consequences of not funding this request?

OFM would not be able to pay the amount invoiced by WaTech for the cost of desktop services.

How has or can the agency address the issue or need in its current appropriation level?

The issue cannot be addressed within OFM's current appropriation level. The amount previously paid to DES for desktop support closely matched the amount in OFM's base budget when their desktop support was provided in house.

Other supporting materials: Please attach or reference any other supporting materials or information that will help analysts and policymakers understand and prioritize your request.

Information technology: Does this Decision Package include funding for any IT-related costs, including hardware, software, services (including cloud-based services), contracts or IT staff?

- No 
- Yes Continue to IT Addendum below and follow the directions on the bottom of the addendum to meet requirements for OCIO review.)

2017-19 IT Addendum

Part 1: Itemized IT Costs

Please itemize any IT-related costs, including hardware, software, services (including cloud-based services), contracts (including professional services, quality assurance, and independent verification and validation), or IT staff. Be as specific as you can. (See chapter 12.1 of the operating budget instructions for guidance on what counts as “IT-related costs”)

Information Technology Items in this DP <i>(insert rows as required)</i>	FY 2016	FY 2017	FY 2018	FY 2019
Desktop support	0	\$928,000	\$464,000	\$464,000
Total Cost	0	\$928,000	\$464,000	\$464,000

Part 2: Identifying IT Projects

If the investment proposed in the decision package is the development or acquisition of an IT project/system, or is an enhancement to or modification of an existing IT project/system, it will also be reviewed and ranked by the OCIO as required by RCW 43.88.092. The answers to the three questions below will help OFM and the OCIO determine whether this decision package is, or enhances/modifies, an IT project:

1. Does this decision package fund the development or acquisition of a new or enhanced software or hardware system or service? Yes No
2. Does this decision package fund the acquisition or enhancements of any agency data centers? (See [OCIO Policy 184](#) for definition.) Yes No
3. Does this decision package fund the continuation of a project that is, or will be, under OCIO oversight? (See [OCIO Policy 121.](#)) Yes No

If you answered “yes” to any of these questions, you must complete a concept review with the OCIO before submitting your budget request. Refer to chapter 12.2 of the operating budget instructions for more information.