

BDR 28-540 AB 215

EXECUTIVE AGENCY FISCAL NOTE

AGENCY'S ESTIMATES

Date Prepared: March 9, 2015

Agency Submitting: Department of Administration

| Items of Revenue or Expense, or Both | Fiscal Year 2014-15 | Fiscal Year 2015-16 | Fiscal Year 2016-17 | Effect on Future Biennia |
|--------------------------------------|---------------------|---------------------|---------------------|--------------------------|
| Personnel (Expense) | | \$190,798 | \$252,282 | \$504,564 |
| Office expenses (Expense) | | \$1,620 | \$1,278 | \$2,556 |
| Computer/software (Expense) | | \$13,422 | | |
| Furniture (Expense) | | \$8,600 | | |
| Travel (Expense) | | \$93,456 | \$124,608 | \$249,216 |
| Board member pay/travel (Expense) | | \$17,096 | \$25,644 | \$51,288 |
| Total | 0 | \$324,992 | \$403,812 | \$807,624 |

Explanation

(Use Additional Sheets of Attachments, if required)

Section 4 of this bill would create a new program for Public Works requiring two project manager positions. Travel will be significant as we'll be overseeing local government contracting and reporting to the Board. Also, this will require an estimated 12 additional board meetings per year.

Name Evan Dale

Title Administrator

DEPARTMENT OF ADMINISTRATION'S COMMENTS

Date Monday, March 09, 2015

The agency's response appears reasonable.

Name James R. Wells, CPA

Title Interim Director

BDR/Bill/Amendment Number: BDR 28-540
Name of Agency: DEPARTMENT OF ADMINISTRATION
Division/Department: STATE PUBLIC WORKS BOARD
Date: 9-Mar-15

Narrative:

Section 4 of this bill would create a new program for Public Works requiring two project manager positions. Travel will be significant as we'll be overseeing local government contracting and reporting to the Board. Also, this will require an estimated 12 additional board meetings per year.

Unclassified by Title

Title of Position | PUB WORKS DIV, PROJ MGR 2 (EA) B-DEPARTMENT OF ADMINISTRATION
Position Will Be Filled | October

| | Employee/Employer Paid | | |
|-----------------------------------|------------------------|------------|--------------------|
| | Year 1 | Year 2 | Total for Biennium |
| Salary | \$ 73,426 | \$ 97,901 | \$ 171,327 |
| Group Insurance | \$ 6,258 | \$ 8,344 | \$ 14,602 |
| Retired Employees Group Insurance | \$ 1,953 | \$ 2,604 | \$ 4,557 |
| Medicare | \$ 1,065 | \$ 1,420 | \$ 2,484 |
| Retirement | \$ 10,647 | \$ 14,196 | \$ 24,842 |
| Unemployment Compensation | \$ 95 | \$ 127 | \$ 223 |
| Worker's Compensation | \$ 1,433 | \$ 853 | \$ 2,286 |
| Payroll Assessment | \$ 103 | \$ 137 | \$ 240 |
| Personnel Assessment | \$ 419.26 | \$ 559.01 | \$ 978 |
| Totals | \$ 95,399 | \$ 126,141 | \$ 221,540 |
| Other Cost | \$ 58,549 | \$ 62,943 | \$ 121,492 |
| Total Cost For Position | \$ 95,399 | \$ 126,141 | \$ 221,540 |
| Number of Positions | x 2 | x 2 | |
| Total Salary Costs | \$ 190,798 | \$ 252,282 | \$ 443,080 |
| Total Other Costs | \$ 117,098 | \$ 125,886 | \$ 242,984 |
| Total BDR Total | \$ 307,896 | \$ 378,168 | \$ 686,064 |

| | Employer Paid | | |
|-----|---------------|------------|--------------------|
| | Year 1 | Year 2 | Total for Biennium |
| | \$ 65,051 | \$ 86,734 | \$ 151,785 |
| | \$ 6,258 | \$ 8,344 | \$ 14,602 |
| | \$ 1,730 | \$ 2,307 | \$ 4,037 |
| | \$ 943 | \$ 1,258 | \$ 2,201 |
| | \$ 18,214 | \$ 24,286 | \$ 42,500 |
| | \$ 85 | \$ 113 | \$ 197 |
| | \$ 1,367 | \$ 853 | \$ 2,220 |
| | \$ 91 | \$ 121 | \$ 212 |
| | \$ 371.44 | \$ 495.25 | \$ 867 |
| | \$ 94,111 | \$ 124,511 | \$ 218,622 |
| | \$ 58,549 | \$ 62,943 | \$ 121,492 |
| | \$ 94,111 | \$ 124,511 | \$ 218,622 |
| x 2 | x 2 | | |
| | \$ 188,222 | \$ 249,022 | \$ 437,244 |
| | \$ 117,098 | \$ 125,886 | \$ 242,984 |
| | \$ 305,320 | \$ 374,908 | \$ 680,228 |

* Worker's Comp Calculation assumes limit of \$36,000 and is based on calendar year
* Assumes that MSI in Year 2 will hit the same month that position is estimated to start either in July or October
* Other Costs Include (Furniture, Operating Supplies, IT Expenses, Training and any other equipment needed)

| Other Costs (per position) | Year 1 | Year 2 | Total for Biennium | Year 1 | Year 2 | Total for Biennium |
|--------------------------------|-----------|-----------|--------------------|-----------|-----------|--------------------|
| Operating Supplies | \$ 67 | \$ 89 | \$ 156 | \$ 67 | \$ 89 | \$ 156 |
| Non-State Printing Charges | \$ 5 | \$ 7 | \$ 12 | \$ 5 | \$ 7 | \$ 12 |
| State Printing Charges | \$ 25 | - | \$ 25 | \$ 25 | - | \$ 25 |
| Employee Bond Insurance | \$ 1 | \$ 1 | \$ 2 | \$ 1 | \$ 1 | \$ 2 |
| AG Tort Claim Assessment | \$ 120 | \$ 120 | \$ 240 | \$ 120 | \$ 120 | \$ 240 |
| Postage-State Mailroom | \$ 6 | \$ 8 | \$ 14 | \$ 6 | \$ 8 | \$ 14 |
| EITS Voicemail | \$ 29 | \$ 39 | \$ 69 | \$ 29 | \$ 39 | \$ 69 |
| EITS State Phone Line | \$ 108 | \$ 144 | \$ 252 | \$ 108 | \$ 144 | \$ 252 |
| Equipment- Phone | \$ 250 | - | \$ 250 | \$ 250 | - | \$ 250 |
| Furniture | \$ 4,300 | - | \$ 4,300 | \$ 4,300 | - | \$ 4,300 |
| EITS Email Service | \$ 60 | \$ 81 | \$ 141 | \$ 60 | \$ 81 | \$ 141 |
| EITS VPN | \$ 35 | \$ 47 | \$ 82 | \$ 35 | \$ 47 | \$ 82 |
| EITS Infrastructure Assessment | \$ - | - | - | \$ - | - | - |
| EITS Security Assessment | \$ 103 | \$ 103 | \$ 206 | \$ 103 | \$ 103 | \$ 206 |
| Travel | \$ 46,728 | \$ 62,304 | \$ 109,032 | \$ 46,728 | \$ 62,304 | \$ 109,032 |
| Computer Software | \$ 2,000 | - | \$ 2,000 | \$ 2,000 | - | \$ 2,000 |
| Computer Hardware | \$ 4,711 | - | \$ 4,711 | \$ 4,711 | - | \$ 4,711 |
| Total | \$ 58,549 | \$ 62,943 | \$ 121,492 | \$ 58,549 | \$ 62,943 | \$ 121,492 |

| | | |
|-----------------------------------|--------|--------|
| Board Expenses: | | |
| Board Pay (12 meetings X 7 X 85) | 4,760 | 7,140 |
| Per Diem (12 meetings X 7 X 71) | 3,976 | 5,964 |
| Car Rental (12 meetings X 7 X 35) | 1,960 | 2,940 |
| Air (12 meetings X 4 X 200) | 6,400 | 9,600 |
| Total | 17,096 | 25,644 |