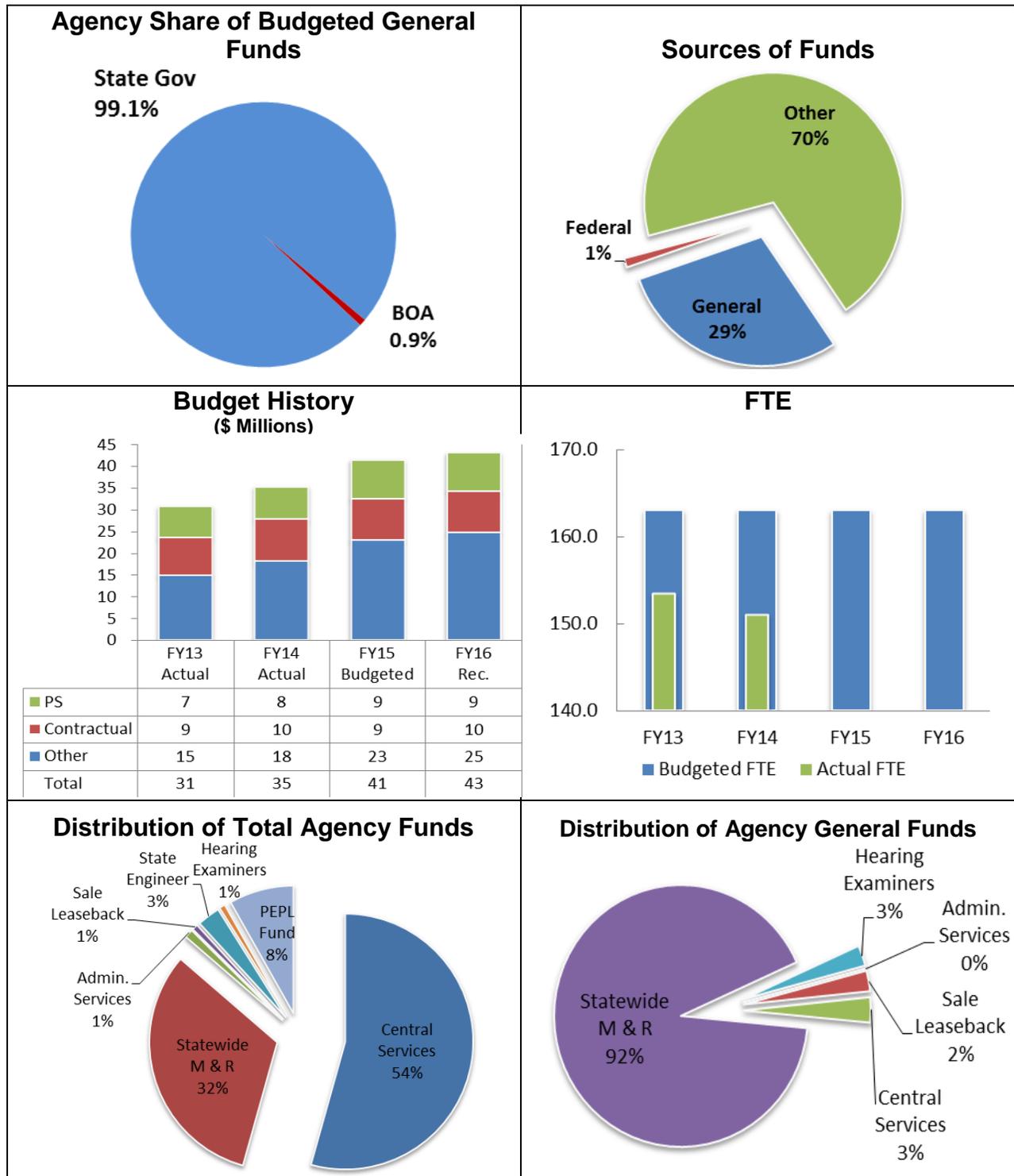


FY16 Budget Briefing

Bureau of Administration

Information contained in this document is based on the Governor's original recommended FY16 budget.
This document may not correspond with the final FY16 budget adopted by the Legislature.



Key Personnel

- Paul Kinsman, Commissioner
- Jeff Holden, Deputy Commissioner
- Kristi Honeywell, State Engineer
- Terry Miller, Finance Officer

Department Total

The mission is to provide engineering services; to maintain buildings and grounds; and, to provide purchasing, printing, mailing, risk management, space, records, property, fleet, and support services for state government agencies.

Center 012	Bureau of Administration							%
	Actual FY13	Actual FY14	Budgeted FY15	Agency Request FY16	Gov Rec FY16	Gov Rec Inc/Dec for FY16	Change From FY2015	
Personal Services								
Employee Salaries	5,250,555	5,377,037	6,488,110	6,488,110	6,488,110	0	0.0%	
Employee Benefits	1,916,437	2,137,613	2,379,735	2,379,735	2,379,735	0	0.0%	
FTE	153.4	151.0	163.0	163.0	163.0	0.0	0.0%	
Funding Types								
General	383,827	411,244	432,557	432,557	432,557	0	0.0%	
Federal	0	0	0	0	0	0	0.0%	
Other	6,783,165	7,103,406	8,435,288	8,435,288	8,435,288	0	0.0%	
Total PS	7,166,992	7,514,651	8,867,845	8,867,845	8,867,845	0	0.0%	
Operating Expenses								
Travel	104,201	102,572	183,943	183,943	183,943	0	0.0%	
Contractual Services	8,718,517	9,509,164	9,478,717	9,541,537	9,520,295	41,578	0.4%	
Supplies & Materials	5,108,245	4,905,273	5,490,996	5,490,996	5,490,996	0	0.0%	
Capital Outlay	9,186,449	12,589,148	16,478,307	20,348,113	18,118,113	1,639,806	10.0%	
Other	436,265	610,273	886,400	936,400	886,400	0	0.0%	
Funding Types								
General	3,723,951	6,541,132	8,919,027	12,118,583	12,118,583	3,199,556	35.9%	
Federal	500,000	500,000	500,000	500,000	500,000	0	0.0%	
Other	19,329,727	20,675,298	23,099,336	23,882,406	21,581,164	(1,518,172)	(6.6%)	
Total OE	23,553,678	27,716,430	32,518,363	36,500,989	34,199,747	1,681,384	5.2%	
Totals								
Funding Types								
General	4,107,778	6,952,376	9,351,584	12,551,140	12,551,140	3,199,556	34.2%	
Federal	500,000	500,000	500,000	500,000	500,000	0	0.0%	
Other	26,112,892	27,778,704	31,534,624	32,317,694	30,016,452	(1,518,172)	(4.8%)	
Total	30,720,669	35,231,081	41,386,208	45,368,834	43,067,592	1,681,384	4.1%	

Department Object Detail

Item	Actual FY2013	Actual FY2014	Budgeted FY2015	Gov Rec FY2016	Inc/Dec FY2015	% Change FY2015
PERSONAL SERVICES						
General Funds	383,827	411,245	432,557	432,557	0	0.0%
Federal Funds	0	0	0	0	0	0.0%
Other Funds	6,783,165	7,103,407	8,435,288	8,435,288	0	0.0%
Total Personal Services	7,166,992	7,514,652	8,867,845	8,867,845	0	0.0%
FTE	153.4	151.0	163.0	163.0	0.0	0.0%
TRAVEL						
General Funds	3,661	5,260	13,374	13,374	0	0.0%
Federal Funds	0	0	0	0	0	0.0%
Other Funds	100,540	97,312	170,569	170,569	0	0.0%
Total Travel	104,201	102,572	183,943	183,943	0	0.0%
CONTRACTUAL SERVICES						
General Funds	1,240,747	1,191,017	487,166	446,916	(40,250)	(8.3%)
Federal Funds	0	0	0	0	0	0.0%
Other Funds	7,477,770	8,318,147	8,991,551	9,073,379	81,828	0.9%
Total Contractual Services	8,718,517	9,509,164	9,478,717	9,520,295	41,578	0.4%
SUPPLIES AND MATERIALS						
General Funds	110,946	129,923	119,562	119,562	0	0.0%
Federal Funds	0	0	0	0	0	0.0%
Other Funds	4,997,299	4,775,350	5,371,434	5,371,434	0	0.0%
Total Supplies and Materials	5,108,245	4,905,273	5,490,996	5,490,996	0	0.0%
GRANTS AND SUBSIDIES						
General Funds	0	0	0	0	0	0.0%
Federal Funds	0	0	0	0	0	0.0%
Other Funds	0	0	0	0	0	0.0%
Total Grants and Subsidies	0	0	0	0	0	0.0%
CAPITAL OUTLAY						
General Funds	2,368,597	5,214,932	8,298,925	11,538,731	3,239,806	39.0%
Federal Funds	500,000	500,000	500,000	500,000	0	0.0%
Other Funds	6,317,852	6,874,216	7,679,382	6,079,382	(1,600,000)	(20.8%)
Total Capital Outlay	9,186,449	12,589,148	16,478,307	18,118,113	1,639,806	10.0%
OTHER						
General Funds	0	0	0	0	0	0.0%
Federal Funds	0	0	0	0	0	0.0%
Other Funds	436,265	610,273	886,400	886,400	0	0.0%
Total Other	436,265	610,273	886,400	886,400	0	0.0%
TOTAL						
General Funds	4,107,778	6,952,377	9,351,584	12,551,140	3,199,556	34.2%
Federal Funds	500,000	500,000	500,000	500,000	0	0.0%
Other Funds	26,112,891	27,778,705	31,534,624	30,016,452	(1,518,172)	(4.8%)
Total All Funds	30,720,669	35,231,082	41,386,208	43,067,592	1,681,384	4.1%

Major Expansions and Reductions

	Governor's Recommendation				FTE
	General Funds	Federal Funds	Other Funds	Total Funds	
Sale/Leaseback	(40,250)	-	-	(40,250)	-
Utilities	-	-	81,828	81,828	-
Statewide Maintenance & Repair	3,239,806	-	(1,600,000)	1,639,806	-
Total	3,199,556	-	(1,518,172)	1,681,384	-

Sale/Leaseback – Reduction of \$40,250 in general funds for the annual lease payment to the South Dakota Building Authority based on the payment schedule. The final payment will be December 1, 2016.

Utilities – Increase of \$81,828 in other fund expenditure authority for increased utility costs for the Capitol Complex.

Statewide Maintenance & Repair – Increase of \$3,239,806 in general funds for the maintenance and repair of state buildings. This is the third year of a four year plan to reach an M&R budget of 2% of the replacement value of the buildings. There is also a recommended reduction of \$1,600,000 in other fund expenditure authority due to the end of the Statewide M & R fund and the completion of the stained glass window project.

ADMINISTRATIVE SERVICES

The mission is to provide the administrative, personnel, financial, and legal services to the Bureau of Administration; to provide government with the services necessary to maintain a safe, productive, clean, efficient, and aesthetically pleasing environment; and to minimize the adverse effects of accidental losses on state government at the lowest possible cost.

Center 0121 Administrative Services

	Actual FY13	Actual FY14	Budgeted FY15	Agency Request FY16	Gov Rec FY16	Gov Rec Inc/Dec for FY16	% Change From FY2015
Personal Services							
Employee Salaries	225,371	211,715	293,294	293,294	293,294	0	0.0%
Employee Benefits	57,765	56,652	73,581	73,581	73,581	0	0.0%
FTE	3.2	2.9	3.5	3.5	3.5	0.0	0.0%
Funding Types							
General	0	0	0	0	0	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	283,136	268,367	366,875	366,875	366,875	0	0.0%
Total PS	283,136	268,367	366,875	366,875	366,875	0	0.0%
Operating Expenses							
Travel	3,682	2,250	7,816	7,816	7,816	0	0.0%
Contractual Services	688,627	696,304	77,909	77,909	77,909	0	0.0%
Supplies & Materials	3,722	2,887	15,166	15,166	15,166	0	0.0%
Capital Outlay	140	917	7,000	7,000	7,000	0	0.0%
Other	10	5	0	0	0	0	0.0%
Funding Types							
General	650,710	659,336	683	683	683	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	45,471	43,027	107,208	107,208	107,208	0	0.0%
Total OE	696,181	702,363	107,891	107,891	107,891	0	0.0%
Totals							
Funding Types							
General	650,710	659,336	683	683	683	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	328,607	311,394	474,083	474,083	474,083	0	0.0%
Total	979,317	970,731	474,766	474,766	474,766	0	0.0%

Budget Notes

No budget increase or decrease in the Governor's recommendation.

SALE LEASEBACK (BOA/BFM)

The mission is to make lease payments pursuant to Exhibit B of the lease entered into between the Bureau of Administration and the South Dakota Building Authority dated December 1, 1986.

Center 0122	Sale Leaseback (BFM/BOA)							%
	Actual FY13	Actual FY14	Budgeted FY15	Agency Request FY16	Gov Rec FY16	Gov Rec Inc/Dec for FY16	Change From FY2015	
Operating Expenses								
Contractual Services	443,150	395,369	358,938	318,688	318,688	(40,250)	(11.2%)	
Funding Types								
General	443,150	395,369	358,938	318,688	318,688	(40,250)	(11.2%)	
Federal	0	0	0	0	0	0	0.0%	
Other	0	0	0	0	0	0	0.0%	
Total OE	443,150	395,369	358,938	318,688	318,688	(40,250)	(11.2%)	
Totals								
Funding Types								
General	443,150	395,369	358,938	318,688	318,688	(40,250)	(11.2%)	
Federal	0	0	0	0	0	0	0.0%	
Other	0	0	0	0	0	0	0.0%	
Total	443,150	395,369	358,938	318,688	318,688	(40,250)	(11.2%)	

Budget Notes

Sale/Leaseback Payments - Reduction of \$40,250 in general funds for the annual lease payment to the South Dakota Building Authority based on the payment schedule. The final payment will be December 1, 2016.

Sale/Leaseback History:

In the 1980's, the Legislature sold most state owned buildings and leased them back for state use. This was a revenue generating initiative for the state to use the investment income on the money received from the sale of the buildings. Part of the investment income was to be used to pay for the leases, and the other portion would be realized as net earnings.

The state sold its office buildings valued at approximately \$200,000,000 to the South Dakota Building Authority. To pay for the buildings, the South Dakota Building Authority (SDBA) sold bonds. Bond payments by SDBA to the bondholders would be made out of payments by the state for the use of the same buildings.

The state then took the \$200,000,000 and purchased an annuity contract for \$183,500,000 on the lives of a pool of retired state employees in the SDRS. The revenue stream to the state from the annuity contract would be used to make payments to the SDBA. Of the remaining \$16.5 million, \$14.5 million was used to fund one-time capital projects, and \$2 million was held in reserve to protect against the pool of retired employees dying faster than actuarial projections.

At the end of the 30-year contract (2016), the state will resume ownership of the buildings from the South Dakota Building Authority.

Authority provides for the payment of the original sale/leaseback (Foss, Anderson, State Library, Commerce Building, Becker-Hansen, and Soldiers' and Sailors' War Memorial buildings). The original closing date was December 18, 1986, and the final payment will be December 1, 2016. The funds budgeted are receipted and paid out the same day. There is no impact to the General Fund. Payments associated with this sale/leaseback are funds 0112 and 0122. The activity was refinanced in 1996 to take advantage of a more favorable interest rate.

The reduction is based on the payment schedule provided by the South Dakota Building Authority. This is only a portion of the sales-leaseback initiative; the remaining portion is reported through the Bureau of Finance and Management's budget.

CENTRAL SERVICES

The mission is to provide purchasing, printing, mail, travel, state and federal surplus property, records management, and duplicating services to other governmental agencies and to local units of government in an efficient and cost-effective manner.

Center 0123	Central Services							%
	Actual FY13	Actual FY14	Budgeted FY15	Agency Request FY16	Gov Rec FY16	Gov Rec Inc/Dec for FY16	Change From FY2015	
Personal Services								
Employee Salaries	4,064,935	4,135,683	4,914,993	4,914,993	4,914,993	0	0.0%	
Employee Benefits	1,580,250	1,768,214	1,915,871	1,915,871	1,915,871	0	0.0%	
FTE	131.5	130.1	138.5	138.5	138.5	0.0	0.0%	
Funding Types								
General	168,265	177,091	181,890	181,890	181,890	0	0.0%	
Federal	0	0	0	0	0	0	0.0%	
Other	5,476,920	5,726,805	6,648,974	6,648,974	6,648,974	0	0.0%	
Total PS	5,645,185	5,903,896	6,830,864	6,830,864	6,830,864	0	0.0%	
Operating Expenses								
Travel	18,504	20,324	56,812	56,812	56,812	0	0.0%	
Contractual Services	5,293,446	5,451,956	6,089,193	6,192,263	6,171,021	81,828	1.3%	
Supplies & Materials	5,086,435	4,885,678	5,427,274	5,427,274	5,427,274	0	0.0%	
Capital Outlay	3,109,548	3,665,390	4,319,810	4,949,810	4,319,810	0	0.0%	
Other	139,491	213,976	597,000	647,000	597,000	0	0.0%	
Funding Types								
General	208,079	208,135	208,503	208,503	208,503	0	0.0%	
Federal	0	0	0	0	0	0	0.0%	
Other	13,439,345	14,029,188	16,281,586	17,064,656	16,363,414	81,828	0.5%	
Total OE	13,647,424	14,237,323	16,490,089	17,273,159	16,571,917	81,828	0.5%	
Totals								
Funding Types								
General	376,344	385,226	390,393	390,393	390,393	0	0.0%	
Federal	0	0	0	0	0	0	0.0%	
Other	18,916,265	19,755,994	22,930,560	23,713,630	23,012,388	81,828	0.4%	
Total	19,292,608	20,141,220	23,320,953	24,104,023	23,402,781	81,828	0.4%	

Budget Notes

Utilities – Increase of \$81,828 in other fund expenditure authority for increased utility costs for the Capitol Complex.

STATE ENGINEER

The mission is to provide services to state government-related facility needs in the areas of planning, design, construction, maintenance, operation, and use of state-owned buildings.

Center 0124 State Engineer

	Actual FY13	Actual FY14	Budgeted FY15	Agency Request FY16	Gov Rec FY16	Gov Rec Inc/Dec for FY16	% Change From FY2015
Personal Services							
Employee Salaries	601,155	641,793	778,149	778,149	778,149	0	0.0%
Employee Benefits	176,801	199,456	247,478	247,478	247,478	0	0.0%
FTE	11.9	11.7	14.0	14.0	14.0	0.0	0.0%
Funding Types							
General	0	0	0	0	0	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	777,956	841,249	1,025,627	1,025,627	1,025,627	0	0.0%
Total PS	777,956	841,249	1,025,627	1,025,627	1,025,627	0	0.0%
Operating Expenses							
Travel	52,848	50,688	65,564	65,564	65,564	0	0.0%
Contractual Services	122,721	126,944	129,118	129,118	129,118	0	0.0%
Supplies & Materials	12,063	10,123	23,000	23,000	23,000	0	0.0%
Capital Outlay	11,237	896	2,050	2,050	2,050	0	0.0%
Funding Types							
General	0	0	0	0	0	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	198,869	188,650	219,732	219,732	219,732	0	0.0%
Total OE	198,869	188,650	219,732	219,732	219,732	0	0.0%
Totals							
Funding Types							
General	0	0	0	0	0	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	976,825	1,029,899	1,245,359	1,245,359	1,245,359	0	0.0%
Total	976,825	1,029,899	1,245,359	1,245,359	1,245,359	0	0.0%

Budget Notes

No budget increase or decrease in the Governor's recommendation.

STATEWIDE MAINTENANCE AND REPAIR (M&R)

The mission is to add to the value or extend the useful life of the Capitol Complex buildings and grounds, state agencies, institutions under the supervision of the Departments of Corrections, Social Services and Human Services, and the State Veterans' Home; and to make necessary alterations and repairs.

Center 0125 Statewide Maintenance and Repair

	Actual FY13	Actual FY14	Budgeted FY15	Agency Request FY16	Gov Rec FY16	Gov Rec Inc/Dec for FY16	% Change From FY2015
Operating Expenses							
Capital Outlay	6,062,049	8,919,999	12,142,197	15,382,003	13,782,003	1,639,806	13.5%
Funding Types							
General	2,351,008	5,208,958	8,281,156	11,520,962	11,520,962	3,239,806	39.1%
Federal	500,000	500,000	500,000	500,000	500,000	0	0.0%
Other	3,211,041	3,211,041	3,361,041	3,361,041	1,761,041	(1,600,000)	(47.6%)
Total OE	6,062,049	8,919,999	12,142,197	15,382,003	13,782,003	1,639,806	13.5%
Totals							
Funding Types							
General	2,351,008	5,208,958	8,281,156	11,520,962	11,520,962	3,239,806	39.1%
Federal	500,000	500,000	500,000	500,000	500,000	0	0.0%
Other	3,211,041	3,211,041	3,361,041	3,361,041	1,761,041	(1,600,000)	(47.6%)
Total	6,062,049	8,919,999	12,142,197	15,382,003	13,782,003	1,639,806	13.5%

Budget Notes

Statewide Maintenance & Repair – Increase of \$3,239,806 in general funds for additional Statewide Maintenance & Repair. A four-year plan has been implemented to increase the M & R budget until it is 2% of the replacement value of the buildings. This is the third year of the plan.

Statewide M&R Fund – Reduction of \$1,800,000 in other fund expenditure authority due to the end of the Statewide M&R Fund and the completion of the stained glass window project.

Capitol Complex M&R – Increase of \$200,000 in other fund expenditure authority for Capitol Complex M&R to be used on various Capitol Complex projects. Therefore, there is an overall reduction of \$1,600,000 in other fund expenditure authority.

OFFICE OF HEARING EXAMINERS

The mission is to be responsible for the impartial administration of administrative hearings; to ensure all citizens of South Dakota receive fair, prompt, and objective hearings; and to provide a fair hearing through flexible due process for any contested case with the details and extent of the hearing varying according to the nature and circumstances of each case as allowed by the law.

Center 0126 Office of Hearing Examiners

	Actual FY13	Actual FY14	Budgeted FY15	Agency Request FY16	Gov Rec FY16	Gov Rec Inc/Dec for FY16	% Change From FY2015
Personal Services							
Employee Salaries	167,595	180,751	194,415	194,415	194,415	0	0.0%
Employee Benefits	47,967	53,402	56,252	56,252	56,252	0	0.0%
FTE	3.2	3.1	3.0	3.0	3.0	0.0	0.0%
Funding Types							
General	215,562	234,153	250,667	250,667	250,667	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	0	0	0	0	0	0	0.0%
Total PS	215,562	234,153	250,667	250,667	250,667	0	0.0%
Operating Expenses							
Travel	169	914	7,951	7,951	7,951	0	0.0%
Contractual Services	65,850	64,882	46,046	46,046	46,046	0	0.0%
Supplies & Materials	3,107	3,488	13,500	13,500	13,500	0	0.0%
Capital Outlay	1,878	51	2,250	2,250	2,250	0	0.0%
Funding Types							
General	71,004	69,334	69,747	69,747	69,747	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	0	0	0	0	0	0	0.0%
Total OE	71,004	69,334	69,747	69,747	69,747	0	0.0%
Totals							
Funding Types							
General	286,566	303,487	320,414	320,414	320,414	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	0	0	0	0	0	0	0.0%
Total	286,566	303,487	320,414	320,414	320,414	0	0.0%

Budget Notes

No budget increase or decrease in the Governor's recommendation.

PEPL FUND ADMINISTRATION - INFORMATIONAL

The mission is to provide liability tort claims coverage for state employees and to provide loss control services as a part of the coverage program.

Center 0128	PEPL Fund Administration - Info						
	Actual	Actual	Budgeted	Agency	Gov Rec	Gov Rec	%
	FY13	FY14	FY15	Request	Gov Rec	Inc/Dec for	Change
				FY16	FY16	FY16	FY2015
Personal Services							
Employee Salaries	191,499	207,096	307,259	307,259	307,259	0	0.0%
Employee Benefits	53,653	59,889	86,553	86,553	86,553	0	0.0%
FTE	3.6	3.3	4.0	4.0	4.0	0.0	0.0%
Funding Types							
General	0	0	0	0	0	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	245,153	266,985	393,812	393,812	393,812	0	0.0%
Total PS	245,153	266,985	393,812	393,812	393,812	0	0.0%
Operating Expenses							
Travel	20,927	25,731	35,500	35,500	35,500	0	0.0%
Contractual Services	949,742	1,415,145	1,777,313	1,777,313	1,777,313	0	0.0%
Supplies & Materials	2,869	3,097	11,956	11,956	11,956	0	0.0%
Capital Outlay	1,597	1,896	5,000	5,000	5,000	0	0.0%
Funding Types							
General	0	0	0	0	0	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	975,135	1,445,870	1,829,769	1,829,769	1,829,769	0	0.0%
Total OE	975,135	1,445,870	1,829,769	1,829,769	1,829,769	0	0.0%
Totals							
Funding Types							
General	0	0	0	0	0	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	1,220,287	1,712,855	2,223,581	2,223,581	2,223,581	0	0.0%
Total	1,220,287	1,712,855	2,223,581	2,223,581	2,223,581	0	0.0%

Budget Notes

No budget increase or decrease in the Governor's recommendation.

PEPL FUND CLAIMS - INFORMATIONAL

The mission is to provide liability tort claims coverage for state employees.

Center 0129	PEPL Fund Claims - Info						
	Actual FY13	Actual FY14	Budgeted FY15	Agency Request FY16	Gov Rec FY16	Gov Rec Inc/Dec for FY16	% Change FY2015
Personal Services							
Employee Benefits	1	0	0	0	0	0	0.0%
FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Funding Types							
General	0	0	0	0	0	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	1	0	0	0	0	0	0.0%
Total PS	1	0	0	0	0	0	0.0%
Operating Expenses							
Travel	8,072	2,665	10,300	10,300	10,300	0	0.0%
Contractual Services	1,154,981	1,358,565	1,000,200	1,000,200	1,000,200	0	0.0%
Supplies & Materials	49	0	100	100	100	0	0.0%
Other	296,764	396,292	289,400	289,400	289,400	0	0.0%
Funding Types							
General	0	0	0	0	0	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	1,459,866	1,757,522	1,300,000	1,300,000	1,300,000	0	0.0%
Total OE	1,459,866	1,757,522	1,300,000	1,300,000	1,300,000	0	0.0%
Totals							
Funding Types							
General	0	0	0	0	0	0	0.0%
Federal	0	0	0	0	0	0	0.0%
Other	1,459,867	1,757,522	1,300,000	1,300,000	1,300,000	0	0.0%
Total	1,459,867	1,757,522	1,300,000	1,300,000	1,300,000	0	0.0%

Budget Notes

No budget increase or decrease in the Governor's recommendation.

Other Fund Balances

Company and Fund Name	Blue Book Page	Ending Cash and Investment Balance June 30		60-Month Average	Lowest Monthly Cash Balance in Past Five Years	
		FY2013	FY2014	Cash Balance	Amount	Month
Company 3007 - Department of Corrections Building Improvement Fund and the Department of Human Services Building Improvement Fund	36	1,478	0	1,152	0	June 2014
Company 3007 - State Capital Construction Fund	37	0	0	0	0	July 2009
Company 3007 - Statewide M&R Fund	38	2,694,406	1,248,752	2,583,279	1,248,752	June 2014
Company 3007 - Memorial Maintenance Fund	39	-	-	9,181	0	October 2012
Company 3029 - Extraordinary Litigation Fund	40	1,185,107	636,710	498,388	(752,551)	March 2010
Company 3113 - Maintenance of Buildings and Grounds	41	2,093,683	2,728,771	1,841,242	896,887	November 2010
Company 6003 - Records Management Internal Service Fund	42	127,247	147,200	164,347	127,247	June 2013
Company 6004 - Buildings and Grounds	43	660,965	722,151	291,558	(762,580)	November 2012
Company 6005 - Central Mail Services Fund	44	518,455	491,534	446,866	86,781	January 2014
Company 6006 - Supply Internal Service Fund	45	-	-	168,657	0	June 2013
Company 6007 - Central Duplicating	46	215,589	205,443	374,522	153,705	March 2012
Company 6008 - Fleet & Travel Management	47	1,886,647	2,217,247	1,522,366	(1,659,308)	February 2012
Company 6014 - Public Entity Pool for Liability	48	9,845,622	10,012,899	8,832,145	6,892,999	February 2012
Company 6015 - Procurement Management Internal Service Fund	49	13,454	28,173	61,891	(27,231)	January 2013
Company 6016 - State Engineer	50	559,254	638,567	591,075	446,230	November 2012
Company 6019 - BOA Support Services	51	238,562	228,230	126,462	(133,738)	November 2009
Company 6021 - Property Management Internal Service Fund	52	25,882	12,554	33,861	(13,866)	January 2014
Company 6509 - Special State Flag Account	53	16,157	9,761	4,397	(4,995)	August 2012
Company 6511 - Federal Surplus Property	54	534,437	347,440	450,776	181,942	September 2010
Company 8000 - Agency Fund	55	309,049	(142,691)	N/A	N/A	N/A

Refer to the **Supplemental Information** Section for more information on these and other funds.

Major Budget Change History

FY14:

- ✓ Implemented a four-year plan to increase the Statewide Maintenance & Repair budget until it is 2% of the replacement value of the buildings.

FY13:

- ✓ Discontinued the Central Supply Program.
- ✓ Eliminated 2.0 FTE and associated other funds within the Central Services Division.

FY12:

- ✓ Various across-the-board cuts to personal services, operating expenses and 8.5 FTEs (0.5 FTE in Administrative Services, 6.0 FTEs in Central Services, 1.0 FTE in State Engineer, and 1.0 FTE in PEPL Fund Administration).

Governor's Recommended Employee Compensation and Billings Pool – (page 01-23 of the Governor's FY16 budget book)

For FY16, the Governor recommended the 1) state employee compensation plan, 2) bureau billings, and 3) captive insurance be placed in a pool in BFM to be distributed to each agency. *Therefore, individual agency personal services and contractual services budgets do not reflect budget increases for the compensation plan, bureau billings, or captive insurance.*

- Below are the estimated distributions for employee compensation for FY16. BFM will distribute dollars from the Pool after employees are placed in the new General Pay Structure and career band pay-for-performance scores and percentages are calculated. The distributed amount to the agency will be in addition to the agency's appropriated personal services budget.

Est. FY16 Expenditures	General Funds	Federal Funds	Other Funds	Total Funds
Market Adjustments	7,228	0	140,960	148,188
Movement Toward Market Value	9,083	763	155,094	164,940
<i>Total Comp Pkg</i>	16,311	763	296,054	313,128

- ✓ Recommended FY16 – 2% market adjustment for all permanent employees (except Career Bands); 0%-6.6% market adjustments for Career Bands; 2.5% movement toward market value for General Pay Structure and PACE; 0% to 4.5% pay for performance for Career Bands; 0% health insurance.
 - ✓ FY15 – 3% across-the-board/market adjustment for all permanent employees (including Career Bands); 3% adjustment toward job worth for PACE; 0%-4.5% pay for performance for Career Bands; targeted compensation adjustments for a small number of hard-to-fill, below market vocational jobs; 18.6% health insurance.
 - ✓ FY14 – 3% across-the-board for all permanent employees (except Career Bands); 3.5% to 4% market adjustment for Career Bands; 3.5% adjustment toward job worth for PACE; 0%-4.5% pay for performance for Career Bands; 14.7% health insurance.
 - ✓ FY13 – 3% across-the-board for all permanent employees (including Career Bands); 2.5% adjustment toward job worth for PACE; 0%-7% adjustment toward market value for Career Bands; 3.3% health insurance.
- Below are the estimated distributions for bureau billings for FY16. The amount distributed to the agency will be in addition to the agency's appropriated contractual services budget.

Est. FY16 Expenditures	General Funds	Federal Funds	Other Funds	Total Funds
Bureau Billings for Expansion	1,140	6	28,318	29,464
Bureau Billings for Comp Pkg	488	3	12,336	12,827
<i>Total</i>	1,628	9	40,654	42,291

- The estimated distribution for Captive Insurance is not available at this time.

Interagency Billings

Below are the sources of funds BOA used to pay for services provided by central governmental bureaus (Bureau of Finance and Management, Bureau of Information and Telecommunications, Bureau of Administration, and the Bureau of Human Resources) in FY 2014.

FY14 Actual Expenditures	General Funds	Federal Funds	Other Funds	Total Funds
Bureau of Administration	267,668	20,626	2,785,944	3,074,238
Bureau of Finance and Management	55	140	169,918	170,113
Bureau of Human Resources	2,778	-	71,462	74,240
Bureau of Information and Telecommunications	11,654	-	227,880	239,534
<i>Total Bureau Billings</i>	282,155	20,766	3,255,204	3,558,125

BOA Billing Summary

FY2014 BOA Revenue Billings Summary

Department	General	Federal	Other	Total
Governor's Office	337,928.26	6,083.58	53,854.39	397,866.23
Bureau of Finance and Mgmt.	33,530.25	-	186,523.59	220,053.84
Bureau of Administration	267,668.20	20,625.60	2,785,943.90	3,074,237.70
Bureau of Information & Telecomm.	182,440.46	38,290.26	780,653.67	1,001,384.39
Bureau of Human Resources	17,049.12	681.49	238,026.87	255,757.48
Revenue	24,372.59	-	1,517,136.09	1,541,508.68
Agriculture	461,302.87	315,310.22	309,522.37	1,086,135.46
Tourism	821,450.90	52,063.69	268,784.97	1,142,299.56
Game, Fish, & Parks	18,710.40	1,066,519.69	2,604,687.83	3,689,917.92
Tribal Relations	11,733.34	-	-	11,733.34
Social Services	1,740,300.54	2,020,162.22	22,785.99	3,783,248.75
Health	234,024.60	782,516.73	333,076.52	1,349,617.85
Labor	33,820.16	317,409.11	540,177.24	891,406.51
Retirement	-	-	171,753.82	171,753.82
Transportation	688.80	5,855.55	5,415,439.59	5,421,983.94
Education	536,376.00	318,244.69	7,892.33	862,513.02
Public Safety	212,727.51	335,478.80	751,238.06	1,299,444.37
Board of Regents	122,718.37	38,830.45	2,487,526.61	2,649,075.43
Military	55,561.79	90,533.07	1,088.26	147,183.12
Veterans Affairs	81,388.75	15,703.11	105,262.45	202,354.31
Corrections	842,495.66	80,408.86	85,904.87	1,008,809.39
Human Services	107,168.97	272,544.41	4,899.39	384,612.77
Environment & Natural Resources	328,821.10	290,689.99	187,117.41	806,628.50
Public Utilities Commission	18,049.58	10,588.17	99,941.47	128,579.22
Unified Judicial System	489,151.85	5,261.52	243,351.29	737,764.66
Legislature	477,375.39	-	-	477,375.39
Attorney General	1,075,495.98	132,279.46	741,241.88	1,949,017.32
School & Public Lands	34,856.64	-	1,670.38	36,527.02
Secretary of State	91,319.95	68,618.49	43,484.16	203,422.60
State Treasurer	19,840.82	-	46,033.25	65,874.07
State Auditor	55,907.61	-	-	55,907.61
Total	8,734,276.46	6,284,699.16	20,035,018.65	35,053,994.27

BOA Billing Rates

BILLING AGENCY	ESTIMATED FY15 RATE	CURRENT FY15 RATE	ESTIMATED FY16 RATE	BILLING AGENCY	ESTIMATED FY15 RATE	CURRENT FY15 RATE	ESTIMATED FY16 RATE
PURCHASING				STATE ENGINEER			
Per \$100 purchased	\$0.64	\$0.57	\$0.64	Per hour	\$103.00	\$102.00	\$103.00
PROPERTY MGT.				PEPL-Liability Pool			
Per \$100 purchased	\$0.45	\$0.42	\$0.46	General - per FTE	\$195.00	\$148.00	\$195.00
BUILDINGS AND GROUNDS				Fleet - per vehicle	\$262.00	\$230.00	\$262.00
Per square foot	\$13.36	\$13.36	\$13.62	FLEET AND TRAVEL			
RECORDS MANAGEMENT				Per mile:			
Records Series / Annual	\$14.62	\$11.20	\$12.65	Comp/Int	\$0.32	\$0.30	\$0.29
Box Storage-per box / Annual	\$8.78	\$5.20	\$6.30	Full	\$0.30	\$0.27	\$0.25
Vault Storage-per cartridge/quarterly	\$0.04	\$0.08	\$0.10	Police	\$0.49	\$0.47	\$0.45
CENTRAL MAIL				Suburban	\$0.45	\$0.47	\$0.45
Per piece	\$0.115	\$0.119	\$0.135	SUV	\$0.47	\$0.47	\$0.46
PRINTING				Mini-van	\$0.36	\$0.36	\$0.33
Photocopy - per copy	\$0.022	\$0.020	\$0.022	Full Van	\$0.47	\$0.47	\$0.50
Print & Assemble - per minute	\$1.65	\$2.00	\$1.80	1/2 ton truck	\$0.45	\$0.46	\$0.42
				3/4 ton truck	\$0.60	\$0.63	\$0.58
				1 ton truck	\$0.95	\$0.96	\$0.93
				Dump truck	\$2.31	\$2.31	\$2.25
				Bus	\$1.22	\$1.32	\$1.25

Rates are accrual based, reviewed quarterly, and adjusted as needed.

Federal Funds Project

The 2015 Joint Committee on Appropriations Budget Call Letter to agencies requested information on the amount of federal funds the agency expects in FY2016 and a contingency plan if the expected funds were to decrease. In FY2013 (the most recent audited material) BOA received 1 federal grant and expended \$1,336,956 in federal funds.

STATE OF SOUTH DAKOTA

Schedule of Expenditures of Federal Awards by Federal Department
Fiscal Year Ended June 30, 2013

State	CFDA	Federal Agency	Program	FY13 Expenditures/ Disbursements/ Issuances	Mandatory (M) / Discretionary (D)	Match Rate State Share%/Fed Share %	Funding Available in FY16? If "No/Unknown", provide your contingency plan. If "Yes", provide dollar amount
BOA	39.003	General Services Administration	Donation of Federal Surplus Personal property (Note 3C)	1,336,956	D	0%	\$1,015.64

Notes: The FY13 total displayed above will differ from actual federal funds expended as displayed in the budget materials because some grants are expended from multiple agencies. Mandatory/Discretionary determination per FFIS.

Mandatory Grant (Direct Spending) - Program funding level determined by authorizing legislation, which provides specific funding level or adjusts the level based on eligibility factors, such as caseloads and costs. For some mandatory programs, the funding level is set by the authorizing legislation, but the program is funded through the appropriations process.

Discretionary Grant - Program funding is determined by the annual appropriations process.