
AGENCY OVERVIEW**Date:** 12/07/2012**110 Office of Management and Budget****Time:** 13:39:16

Statutory Authority

North Dakota Century Code Chapter 54-44.

Agency Description

OMB has five divisions:

- Fiscal Management oversees the budgeting, accounting, payroll, and financial reporting functions for North Dakota state government entities.
- Human Resource Management Services provides human resource guidance and assistance; promotes consistent HR practices; maintains the state classification and compensation plan; and provides training and mediation services.
- Central Services provides procurement and printing services, commonly-used office supplies to state agencies, and disposes of state-owned fixed assets and distributes Federal surplus property to eligible entities.
- Facility Management maintains the state capitol complex, plans for future growth needs and provides tour and central mailroom services.
- Risk Management promotes safety and reduces loss resulting from claims by identifying and measuring risks of loss to the State and implementing appropriate measures to address those risks.

Agency Mission Statement

The Office of Management and Budget provides innovative leadership and support to state government. OMB will set the standard for leadership and expertise in state government.

We will:

- Provide consistency in policies and practices.
- Set the standard for state agency operations.
- Be an agency with whom others choose to work.
- Provide competitive compensation and benefits.
- Establish performance measures.
- Communicate in a seamless and ongoing manner.
- Guarantee continuum of government.
- Be respected and trusted by customers.
- Strive for overall customer satisfaction.
- Be the employer of choice.
- Improve functionality of automated systems.

Our Core Values are:

- Respect
- Integrity
- Excellence
- Resourcefulness
- Responsiveness

Agency Performance Measures

- Goal 1: Fulfill OMB's Statutory Requirements

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- Goal 2: Inform and Engage Stakeholders
- Goal 3: Provide Training to State Employees
- Goal 4: Inform and Engage OMB Workforce
- Goal 5: Improve, Upgrade, and Leverage Technological Capabilities

Major Accomplishments

1. **Facility Management:** Completed improvement projects in the Capitol, State Office Building and the capitol grounds. Projects included the installation of new heat pumps in the State Office Building and the top eight floors of the Capitol by in-house employees resulting in a savings of \$75,000 in general fund dollars. Restoration of brass and wood in the House and Senate chambers and the cleaning and repair of the Capitol tower were completed. The installation of a new 280 stall parking lot was completed providing adequate parking for all visiting or working in the Capitol during legislative sessions. Worked with the State Historical Society on the \$51.7 million Heritage Center expansion project. This project will be complete in early 2013. The central mailroom processed approximately 1,700,000 pieces of mail and the tour guides provided over 2,500 tours to 27,620 visitors.
2. **Fiscal Management:** Increased Procurement card rebates by 43.0 percent. All modules for PeopleSoft were completed in the User Productivity Kit (UPK) and on-demand training was rolled out to users. Employees are now able to receive their W-2 form electronically.
3. **Human Resource Management Services:** Continued the implementation of the Hay Classification System and coordinated the Job Evaluation Committee to continue working through job evaluation issues. Implemented PeopleSoft Talent Management (TM) project for state agencies on time and under budget.
4. **Risk Management:** Reduced the state's actuarially projected tort liability costs from a high of \$5.3 million for the 1997-99 biennium to \$3.7 million for the 2011-13 biennium and \$1.9 million for the 2013-15 biennium. The number of third party claims was also reduced from a high of 351 in FY 2001 to an average of 158 for the past two years. State entities have reduced their required contributions to the Fund by \$1.3 million in the past 11 years by participating in the Risk Management Fund Discount Program. Similarly, since the inception of the Risk Management Workers Compensation Program from July 1, 2001 through June 30, 2012, there has been a net premium savings of \$3.3 million. Risk Management has provided resources and training to assist approximately 80.0 percent of state entities to develop Continuity of Operations Plans (COOP).
5. **Central Services:** Central Services is implementing an online Vendor Registry work request system that substantially improves customer services to agency and reduces staff labor. Central Services is implementing a software solution for State and Federal Surplus Property. State Procurement implemented legislation related to historically accurate North Dakota Flags and Contracts for Work Activity Center. Central Duplicating/Central Supply consolidated operations and transferred one FTE to HRMS.

Future Critical Issues

Continued funding for the statewide systems maintained by OMB.

REQUEST SUMMARY110 Office of Management and Budget
Biennium: 2013-2015

Bill#: HB1015

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
By Major Program					
Administration	65,325,036	429,644,483	(424,537,236)	5,107,247	10,138,682
Facility Management	13,692,048	21,802,381	(9,193,431)	12,608,950	15,700,000
Fiscal Management	7,867,919	11,537,809	(2,701,072)	8,836,737	(254,817)
Human Resource Mgmt Service	1,826,090	2,249,749	186,010	2,435,759	171,348
Risk Management	1,150,012	1,437,289	9,029	1,446,318	20,000
Central Services	5,738,507	6,669,055	(208,655)	6,460,400	540,000
Total Major Program	95,599,612	473,340,766	(436,445,355)	36,895,411	26,315,213
By Line Item					
Salaries and Wages	16,153,473	18,517,763	414,795	18,932,558	201,348
Operating Expenses	11,459,737	13,765,254	(228,466)	13,536,788	815,183
Fiscal Management Carryover	600,976	2,765,835	(2,765,835)	0	0
Emergency Commission Contingency Fd	0	620,000	80,000	700,000	0
Capital Assets	2,464,246	8,790,143	(6,694,078)	2,096,065	22,809,044
Capital Construction Carryover	1,809,671	2,675,000	(2,675,000)	0	0
Grants	430,000	434,000	(4,000)	430,000	0
Prairie Public Broadcasting	3,353,338	1,000,000	0	1,000,000	2,614,638
State Student Internship Program	0	0	0	0	0
Student Internship Program	0	72,771	127,229	200,000	(125,000)
State Transfers	59,000,000	424,700,000	(424,700,000)	0	0
Federal Stimulus Funds	328,171	0	0	0	0
Total Line Items	95,599,612	473,340,766	(436,445,355)	36,895,411	26,315,213
By Funding Source					
General Fund	64,815,093	462,826,305	(433,721,503)	29,104,802	25,795,213
Federal Funds	404,289	0	0	0	0
Special Funds	30,380,230	10,514,461	(2,723,852)	7,790,609	520,000
Total Funding Source	95,599,612	473,340,766	(436,445,355)	36,895,411	26,315,213
Total FTE	128.00	128.00	3.50	131.50	0.00

REQUEST DETAIL110 Office of Management and Budget
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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
Salaries and Wages					
Salaries - Permanent	10,332,105	11,683,977	541,452	12,225,429	0
Salary Budget Adjustment	0	0	1,500,000	1,500,000	(150,000)
Salaries - Other	2,405	5,568	(5,568)	0	0
Temporary Salaries	199,402	260,972	(200,972)	60,000	311,679
Overtime	59,550	33,964	(33,964)	0	0
Fringe Benefits	5,560,011	6,533,282	(1,386,153)	5,147,129	39,669
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
Total	16,153,473	18,517,763	414,795	18,932,558	201,348
Salaries and Wages					
General Fund	12,298,987	14,233,320	357,971	14,591,291	201,348
Federal Funds	0	0	0	0	0
Special Funds	3,854,486	4,284,443	56,824	4,341,267	0
Total	16,153,473	18,517,763	414,795	18,932,558	201,348
Operating Expenses					
Travel	192,424	286,254	(5,000)	281,254	30,000
Supplies - IT Software	31,838	53,257	0	53,257	0
Supply/Material-Professional	27,890	38,000	0	38,000	0
Food and Clothing	12,711	11,625	0	11,625	0
Bldg, Ground, Maintenance	574,212	492,974	12,300	505,274	(50,000)
Miscellaneous Supplies	661,852	821,407	(37,706)	783,701	0
Office Supplies	59,340	235,256	(118,770)	116,486	400,000
Postage	27,157	47,700	(8,500)	39,200	0
Printing	131,399	141,840	(14,000)	127,840	0
IT Equip Under \$5,000	56,555	89,350	0	89,350	0
Other Equip Under \$5,000	46,461	43,855	0	43,855	0
Office Equip & Furn Supplies	14,001	34,750	0	34,750	0
Utilities	2,319,511	2,691,548	0	2,691,548	(50,000)
Insurance	169,202	158,735	9,300	168,035	20,000
Rentals/Leases-Equip & Other	437,219	268,300	0	268,300	0
Rentals/Leases - Bldg/Land	174,913	221,900	19,200	241,100	0
Repairs	943,044	1,051,960	0	1,051,960	0
IT - Data Processing	2,664,297	4,526,502	(76,290)	4,450,212	(254,817)
IT - Communications	118,628	129,764	0	129,764	0
IT Contractual Svcs and Rprs	879,225	561,953	0	561,953	0
Professional Development	667,385	700,847	(4,000)	696,847	0
Operating Fees and Services	849,488	739,427	(5,000)	734,427	120,000

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
Fees - Professional Services	400,985	418,000	0	418,000	600,000
Other Expenses	0	50	0	50	0
Total	11,459,737	13,765,254	(228,466)	13,536,788	815,183
Operating Expenses					
General Fund	8,495,295	10,315,236	(112,790)	10,202,446	295,183
Federal Funds	76,118	0	0	0	0
Special Funds	2,888,324	3,450,018	(115,676)	3,334,342	520,000
Total	11,459,737	13,765,254	(228,466)	13,536,788	815,183
Fiscal Management Carryover					
Travel	0	3,000	(3,000)	0	0
Printing	1,378	1,500	(1,500)	0	0
IT Equip Under \$5,000	0	150	(150)	0	0
IT - Data Processing	599,551	2,519,685	(2,519,685)	0	0
IT Contractual Srvcs and Rprs	0	239,000	(239,000)	0	0
Professional Development	0	2,500	(2,500)	0	0
Operating Fees and Services	47	0	0	0	0
Total	600,976	2,765,835	(2,765,835)	0	0
Fiscal Management Carryover					
General Fund	600,976	2,765,835	(2,765,835)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	600,976	2,765,835	(2,765,835)	0	0
Emergency Commission Contingency Fd					
Operating Fees and Services	0	620,000	80,000	700,000	0
Total	0	620,000	80,000	700,000	0
Emergency Commission Contingency Fd					
General Fund	0	620,000	80,000	700,000	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	620,000	80,000	700,000	0
Capital Assets					
Other Capital Payments	647,619	665,143	129	665,272	0
Extraordinary Repairs	1,684,199	7,878,000	(6,629,207)	1,248,793	15,950,000

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
Equipment Over \$5000	132,428	137,000	45,000	182,000	0
IT Equip/Sftware Over \$5000	0	110,000	(110,000)	0	6,859,044
Total	2,464,246	8,790,143	(6,694,078)	2,096,065	22,809,044
Capital Assets					
General Fund	2,464,246	6,010,143	(4,029,078)	1,981,065	22,809,044
Federal Funds	0	0	0	0	0
Special Funds	0	2,780,000	(2,665,000)	115,000	0
Total	2,464,246	8,790,143	(6,694,078)	2,096,065	22,809,044
Capital Construction Carryover					
Bldg, Ground, Maintenance	0	0	0	0	0
Postage	0	0	0	0	0
Fees - Professional Services	629,320	0	0	0	0
Other Capital Payments	0	0	0	0	0
Extraordinary Repairs	1,180,351	2,675,000	(2,675,000)	0	0
Total	1,809,671	2,675,000	(2,675,000)	0	0
Capital Construction Carryover					
General Fund	1,180,351	2,675,000	(2,675,000)	0	0
Federal Funds	0	0	0	0	0
Special Funds	629,320	0	0	0	0
Total	1,809,671	2,675,000	(2,675,000)	0	0
Grants					
Grants, Benefits & Claims	430,000	434,000	(4,000)	430,000	0
Total	430,000	434,000	(4,000)	430,000	0
Grants					
General Fund	430,000	434,000	(4,000)	430,000	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	430,000	434,000	(4,000)	430,000	0
Prairie Public Broadcasting					
Grants, Benefits & Claims	3,353,338	1,000,000	0	1,000,000	2,614,638
Total	3,353,338	1,000,000	0	1,000,000	2,614,638

Prairie Public Broadcasting

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
General Fund	2,345,238	1,000,000	0	1,000,000	2,614,638
Federal Funds	0	0	0	0	0
Special Funds	1,008,100	0	0	0	0
Total	3,353,338	1,000,000	0	1,000,000	2,614,638
State Student Internship Program					
Transfers Out	0	0	0	0	0
Total	0	0	0	0	0
State Student Internship Program					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	0	0	0	0
Student Internship Program					
Grants, Benefits & Claims	0	0	0	0	0
Transfers Out	0	72,771	127,229	200,000	(125,000)
Total	0	72,771	127,229	200,000	(125,000)
Student Internship Program					
General Fund	0	72,771	127,229	200,000	(125,000)
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	72,771	127,229	200,000	(125,000)
State Transfers					
Transfers Out	59,000,000	424,700,000	(424,700,000)	0	0
Total	59,000,000	424,700,000	(424,700,000)	0	0
State Transfers					
General Fund	37,000,000	424,700,000	(424,700,000)	0	0
Federal Funds	0	0	0	0	0
Special Funds	22,000,000	0	0	0	0
Total	59,000,000	424,700,000	(424,700,000)	0	0
Federal Stimulus Funds					
Salaries - Permanent	44,885	0	0	0	0
Fringe Benefits	12,910	0	0	0	0

REQUEST DETAIL

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
Travel	9,690	0	0	0	0
Printing	1,777	0	0	0	0
IT - Data Processing	215,735	0	0	0	0
IT Contractual Srvcs and Rprs	16,569	0	0	0	0
Professional Development	90	0	0	0	0
Fees - Professional Services	26,515	0	0	0	0
Total	328,171	0	0	0	0
Federal Stimulus Funds					
General Fund	0	0	0	0	0
Federal Funds	328,171	0	0	0	0
Special Funds	0	0	0	0	0
Total	328,171	0	0	0	0
Funding Sources					
General Fund	64,815,093	462,826,305	(433,721,503)	29,104,802	25,795,213
Federal Funds	404,289	0	0	0	0
Special Funds	30,380,230	10,514,461	(2,723,852)	7,790,609	520,000
Total Funding Sources	95,599,612	473,340,766	(436,445,355)	36,895,411	26,315,213

CHANGE PACKAGE SUMMARY

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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
One Time Budget Changes						
A-E 1 Remove One-Time Appropriation		0.00	(2,814,000)	0	0	(2,814,000)
Total One Time Budget Changes		0.00	(2,814,000)	0	0	(2,814,000)
Ongoing Budget Changes						
A-A 1 Fiscal Management		0.00	(2,765,835)	0	0	(2,765,835)
A-A 2 Facility Management		0.00	1,981,065	0	0	1,981,065
A-A 3 Administration		0.00	186,229	0	1,500,000	1,686,229
A-A 4 Central Services		0.00	(21,290)	0	(676)	(21,966)
A-A 5 Remove State-wide Transfers		0.00	(424,700,000)	0	0	(424,700,000)
A-A 6 HRMS		0.00	(60,500)	0	0	(60,500)
A-F 1 Remove Current Biennium Capital Assets		0.00	(5,885,143)	0	(2,780,000)	(8,665,143)
Base Payroll Change		3.50	357,971	0	(1,443,176)	(1,085,205)
Total Ongoing Budget Changes		3.50	(430,907,503)	0	(2,723,852)	(433,631,355)
Total Base Budget Changes		3.50	(433,721,503)	0	(2,723,852)	(436,445,355)
Optional Budget Changes						
One Time Optional Changes						
A-D 10 Business Development Engine		0.00	6,859,044	0	0	6,859,044
A-D 7 Prairie Public-Optional		0.00	2,277,500	0	0	2,277,500
A-D 8 Student Intern-Optional		0.00	75,000	0	0	75,000
A-D 9 ND Anniversary Coordinator		0.00	190,000	0	0	190,000
A-D 2 Parking Lot Remodel	2	0.00	11,000,000	0	0	11,000,000
A-D 3 Exterior Signage for Capitol Grounds	3	0.00	1,400,000	0	0	1,400,000
A-D 4 Capitol South Entrance Remodel	4	0.00	1,000,000	0	0	1,000,000
A-D 5 Repair and Cleaning in Capitol & J-Wing	5	0.00	1,200,000	0	0	1,200,000
A-D 6 Exterior Restoration of Legislative & J-Wing	6	0.00	1,500,000	0	0	1,500,000
Total One Time Optional Changes		0.00	25,501,544	0	0	25,501,544

CHANGE PACKAGE SUMMARY

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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Ongoing Optional Changes						
A-C 1 HRMS		0.00	171,348	0	0	171,348
A-C 2 Central Services		0.00	40,000	0	0	40,000
A-C 3 Central Services		0.00	0	0	500,000	500,000
A-C 4 Risk Management		0.00	0	0	20,000	20,000
A-C 5 Administration		0.00	600,000	0	0	600,000
A-C 6 Prairie Public		0.00	337,138	0	0	337,138
Total Ongoing Optional Changes		0.00	1,148,486	0	520,000	1,668,486
Total Optional Budget Changes		0.00	26,650,030	0	520,000	27,170,030
<u>Optional Savings Changes</u>						
A-G 1 3% Optional Savings		0.00	(854,817)	0	0	(854,817)
Total Optional Savings Changes		0.00	(854,817)	0	0	(854,817)

BUDGET CHANGES NARRATIVE

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Change Group: A	Change Type: A	Change No: 1	Priority:
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Fiscal Management - Base Budget Changes

The base budget change for Fiscal Management is the removal of the 2011-13 carryover amount of \$2,765,835.

Change Group: A	Change Type: A	Change No: 2	Priority:
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Facility Management - Base Budget Changes

The major changes to the base budget are for \$1,248,793 in the following extraordinary repairs:

Pressurizing the north and south stairwells in the Capitol to provide a smoke-free, safe environment during a fire.

Several mechanical improvements including Phase III of the heat pump replacement project in the Capitol and Legislative Wing, replace the boiler at the State Office Building and a project to provide heat to the east entrance of the Judicial Wing.

Several electrical projects throughout the Capitol buildings and grounds.

Repair the doors into the electrical shaft for each elevator lobby in the Capitol to ensure water shaft is kept water tight.

Change Group: A	Change Type: A	Change No: 3	Priority:
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Administration - Base Budget

The major base budget change for Administration is to restore the Student Internship Program and reinstating the state contingency fund to \$700,000. The decreases made to postage and printing are largely due in part to publishing more items to the web instead of printing and mailing them out. The decrease in data processing is due to a decrease in the rates.

Change Group: A	Change Type: A	Change No: 4	Priority:
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Central Services - Base Budget changes

The major budgetary changes are as follows:

Increase in insurance is to purchase additional insurance coverage for the federal surplus property that is in possession of State Surplus Property; increase in rental/leases of building is to cover the increase in a negotiated rental agreement; decrease to data processing due to costs to implement and maintain Vendor Registry system not as high as expected; and equipment over \$5,000 provides for the purchase of a fork lift for Surplus Property;

Change Group: A	Change Type: A	Change No: 5	Priority:
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Remove State-wide Transfers - 2011-13 State-wide transfers need to be removed

Remove state-wide transfers and other expenses done by OMB:

BUDGET CHANGES NARRATIVE

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Transfer to Highway Fund - \$370,600,000

Transfer to Public Transportation - \$100,000

Transfer to Game & Fish - \$300,000

Contingent Oil & Gas Impact Grant Fund - \$5,000,000

Disaster Relief Related Expenses - \$32,700,000

Disaster Relief to City/County Homeowners - \$10,000,000

Disaster Relief for County Road Projects - \$6,000,000

Change Group: A	Change Type: A	Change No: 6	Priority:
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HRMS - Base Budget Changes

Budget changes include decreases in printing and posting due to the declining need of both. Also, a decrease to data processing due to a decrease in rates and lower than anticipated costs for monthly charges.

Change Group: A	Change Type: C	Change No: 1	Priority:
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HRMS - General Funds request for position

General funds requested for a position that was transferred from Central Services to HRMS. No funding was transferred with the position because it was a special funded position at Central Services.

Change Group: A	Change Type: C	Change No: 2	Priority:
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Central Services - Leso Program

State Surplus Property took over the state's Law Enforcement Support Office (LESO) responsibilities from the National Guard when the person administering the program there retired. This is a federal program intended to transfer property that is excess to the Department of Defense (DOD) to federal and state Law Enforcement Agencies (LEAs). North Dakota law enforcement agencies can receive a variety of items that can include firearms, aircraft, boats, vehicles, body armor, night vision scopes and other military hardware. The LESO program is similar to the Federal Donation program State Surplus property also administers, except that the program is administered at no cost to law enforcement agencies. The program takes approximately ¼ of the State Surplus Manager's time to administer, and requires travel to provide ND entities with information about the program, attend LESO training conferences, and conduct compliance visits to LEAs that have received DOD property. Additional funds are requested to attend annual LESO training and conduct compliance visits and increase the general fund portion of the salary.

Change Group: A	Change Type: C	Change No: 3	Priority:
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Central Services - Optional Changes

BUDGET CHANGES NARRATIVE**110 Office of Management and Budget****Bill#: HB1015****Date:** 12/07/2012**Time:** 13:39:16

Increased miscellaneous supplies and office supplies to allow for increased business volume and inflationary increases; increase in operating fees and services is needed to cover higher operating costs.

Change Group: A	Change Type: C	Change No: 4	Priority:
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Risk Management - Risk Management Optionals

This expense is for a foreign travel insurance policy that is paid twice a biennium.

Change Group: A	Change Type: C	Change No: 5	Priority:
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Administration - Fees to pay for audit

General funds are requested to cover the cost of having an outside audit firm conduct the audit of the Comprehensive Annual Financial Report (CAFR) and OMB's agency audit.

Change Group: A	Change Type: C	Change No: 6	Priority:
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Prairie Public - Maintain base funding

This expense is to bring the Prairie Public program back to its original funding.

Change Group: A	Change Type: D	Change No: 2	Priority: 2
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Parking Lot Remodel - General funds - West/North Parking Lot

Work on the remainder of Phase I, II and III of the north and west parking lot remodel.

Change Group: A	Change Type: D	Change No: 3	Priority: 3
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Exterior Signage for Capitol Grounds - General Funds - exterior signage

This expense will include the installation of one entrance sign at each of the four entrances and pathway signs.

Change Group: A	Change Type: D	Change No: 4	Priority: 4
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Capitol South Entrance Remodel - General Funds - south entrance remodel

This expense will include enclosing the tunnel into usable space with store front glass system, removing the concrete drive lanes along with the granite paver and the installation of landscaping with irrigation.

Change Group: A	Change Type: D	Change No: 5	Priority: 5
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Repair and Cleaning in Capitol & J-Wing - General Funds - cleaning and repair

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This expense will include terrazzo repair, replacement and cleaning in the Capitol and Judicial Wing.

Change Group: A	Change Type: D	Change No: 6	Priority: 6
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Exterior Restoration of Legislative & J-Wing - General Funds - Exterior Restoration

This expense is for the exterior restoration and cleaning of the Legislative and Judicial Wings.

Change Group: A	Change Type: D	Change No: 7	Priority:
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Prairie Public-Optional - Optional request for Prairie Public

This change package is requesting \$2,277,500 additional general funds, which is part projects totalling \$4,555,000.

These projects are summarized as follows:

Equipment (\$1,755,000): Replace a studio lighting system with one that is energy efficient; conversion to digital and high-definition productions for television studio; replace obsolete encoders with high definition encoding equipment and audio processing equipment that would improve sound quality for all of its FM stations.

Transmitters (\$800,000): Removal of decommissioned analog antennas and associated transmission lines from several stations; improvement of the mechanical air handling capabilities of transmitter buildings and construction of a ring dike around the transmitter in the Grand Forks location for protection from any potential future flood damage.

Facilities (\$700,000): The facilities used in Fargo was built in the 1950s and is in need of significant improvements such as: Replacement of windows that have severe corrosion, are not energy efficient and do not meet fire code requirements; replace an outdated fire alarm system; replace asbestos insulated and corroded steam piping registers that are used as part of the main heating system; replace the HVAC mechanical unit; replace the original main passenger and freight elevator controls and update and replace the original office and hallway ceiling lights.

Network (\$1,300,000): Replace all 22 microwave repeater shelters in the state network, which have moisture problems that have led to decay and mold buildup and upgrade the microwave distribution system from the Asynchronous Transfer Mode (ATM) format to an Internet Protocol (IP) format. This would eliminate obsolete ATM equipment that is no longer supported and would allow for easier interfacing.

Change Group: A	Change Type: D	Change No: 8	Priority:
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Student Intern-Optional - Additional funding for Student Internship Program

This program has been used to fill difficult to recruit positions and the agencies have been able to convert about one third of the students to regular employees. There were additional requests from agencies for over \$77,000 than what was budgeted for this program.

Change Group: A	Change Type: D	Change No: 9	Priority:
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ND Anniversary Coordinator - Funding for Anniversary Coordinator

Funding for temporary salary and operating costs for a coordinator for the 125th Anniversary of North Dakota.

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Change Group: A	Change Type: D	Change No: 10	Priority:
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Business Development Engine

The Business Development Engine provides automated business services, allowing a streamlined relational environment between new and existing North Dakota businesses and state government through which businesses are provided faster reporting tools and greater researching functions resulting in additional opportunities for growth and expansion.

Change Group: A	Change Type: E	Change No: 1	Priority:
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Remove One-Time Appropriation

Remove current biennium appropriations: \$50,000 for ND 125th Anniversary Coordinator; \$4,000 for the Board of Integrative Health grant; \$137,000 for Equipment and \$2,800,000 for the Capitol Envelope.

Change Group: A	Change Type: F	Change No: 1	Priority:
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Remove Current Biennium Capital Assets

Remove \$5,078,000 in current biennium extraordinary repairs; \$2,675,000 in Capital Construction Carryover; \$137,000 in Equipment and \$110,000 in IT Equipment.

Change Group: A	Change Type: G	Change No: 1	Priority:
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3% Optional Savings - Optional Savings for OMB

OMB's 3% optional general fund savings are as follows:

For Administration, the Student Internship Program was removed, which is \$200,000.

For Fiscal Management, the IT data processing account has been reduced by \$254,817.

For Facility Management, the operating costs have been reduced \$100,000; elimination of a position that is not needed will reduce salaries by \$150,000 for the biennium, and extraordinary repairs has been reduced by \$150,000.

Change Group: R	Change Type: A	Change No: 7	Priority:
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HRMS

Provides general funding for an FTE to support human resource modules. The next module to be implemented is the on-line recruiting system which will allow applicants to apply on-line for state job openings as well as provide an effective screening and tracking tool through the hiring process.

Change Group: R	Change Type: A	Change No: 8	Priority:
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Central Services Increased Business Volume

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Bill#: HB1015

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Provides \$500,000 of special fund authority for miscellaneous supplies and office supplies, resulting from increased business volume.

Change Group: R	Change Type: A	Change No: 9	Priority:
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Risk Management

Provides \$20,000 special fund authority for a foreign travel insurance policy that is paid annually.

Change Group: R	Change Type: A	Change No: 10	Priority:
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Comprehensive Annual Financial Report Audit

Provides \$600,000 to cover the cost of an outside audit firm to conduct the Comprehensive Annual Financial Report (CAFR) and OMB audits.

Change Group: R	Change Type: A	Change No: 100	Priority:
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Executive Compensation Package Adjustment

This budget change provides funding for recommended 2013-15 compensation adjustments. Compensation adjustments for each agency were calculated following the recommendations of the Hay Group developed through the 2011 study of the state's classified employee compensation system. Pursuant to those recommendations, compensation adjustments were calculated to provide funding to allow for both performance-based salary adjustments and market-based salary adjustments. This funding allows for increases of 2% to 4% for employees in the first quartile of the pay range and 1% to 2% for those in the second quartile of the range. For employees in the third and fourth quartiles, which are above the market policy position, no market policy increase is funded. Performance-based increases are assumed to be 3% for employees meeting performance standards and up to 5% for employees exceeding performance standards. No performance-based increases are provided for employees that fail to meet performance standards.

Change Group: R	Change Type: B	Change No: 1	Priority:
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Parking Lot Remodel

Provides \$4.0m to continue to complete another phase of the parking lot remodel.

Change Group: R	Change Type: B	Change No: 2	Priority:
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Capitol South Entrance Remodel

Provides \$1.0m to enclose the tunnel on the south side of the capitol building, converting it into more usable space. Also includes removing the concrete drive lanes, and granite pavers and replacing with landscaping.

Change Group: R	Change Type: B	Change No: 3	Priority:
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Repairing and cleaning flooring in Capitol and Judicial Wing

Provides \$1.2m to clean, repair and replace the terazzo flooring in the Capitol and Judicial Wing.

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Time: 13:39:16

Change Group: R	Change Type: B	Change No: 4	Priority:
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Exterior Restoration of Legislative & Judicial Wing

Provides \$1.5m for restoration and cleaning of the limestone exterior of the Legislative and Judicial wings.

Change Group: R	Change Type: B	Change No: 5	Priority:
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Prairie Public Broadcasting

Provides \$700,000 one-time funding for maintenance and replacement of equipment, transmitters, and network and facilities. Also includes \$337,138 for ongoing operating costs.

Change Group: R	Change Type: B	Change No: 6	Priority:
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ND 125th Anniversary Coordinator

Provides \$190,000 for temporary salary and operating costs for a planning coordinator for ND's 125th Anniversary.

Change Group: R	Change Type: B	Change No: 7	Priority:
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Health Insurance Pool for Agency Temporary Employees re: ACA

Provides \$1.0m in a pool to allocate to agencies and higher education, for temporary employees qualifying for health insurance under the Affordable Care Act requirements.

Change Group: R	Change Type: B	Change No: 8	Priority:
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General Fund transfer to Highway Fund

Provides a \$683.6m general fund transfer to the State Highway fund for the county and township road reconstruction program and the enhanced state highway investment program, included in the Department of Transportation budget.