

ARIZONA DEPARTMENT OF ADMINISTRATION - GENERAL SERVICES

A.R.S. § 41-791

General Fund and Other Appropriated Funds	FY 1999 Actual	FY 2000 Estimate	FY 2001 Approved
FTE Positions	265.5	295.5	295.5 ^{1/}
Personal Services	5,528,400	5,869,900	5,987,300
Employee Related Expenditures	1,392,000	1,442,600	1,510,900
Professional and Outside Services	234,800	19,200	19,200
Travel - In State	132,500	112,800	141,700
Travel - Out of State	2,200	2,000	2,000
Other Operating Expenditures	1,626,200	1,544,600	1,546,200
Equipment	191,500	85,600	81,600
Operating Subtotal	9,107,600	9,076,700	9,288,900
Motor Pool	7,498,300	10,307,000	12,859,900 ^{2/}
Relocation	51,400	60,000	60,000
Utilities	5,726,400	6,000,000	6,000,000
Unoccupied Lease-Purchase	42,800	23,200	23,500
Operations and Maintenance	893,800	1,327,900	1,343,700
Surplus Property	0	2,561,400	2,893,000
Capitol Land Exchange	185,900	0	0
Construction of Public Alternative Fuel Stations	672,100	0	0
Preventive Maintenance Plan	0	501,000	504,900
Total Appropriations	24,178,300	29,857,200	32,973,900^{3/}
Fund Summary			
General Fund	6,847,600	6,434,400	6,980,700
Capital Outlay Stabilization Fund	7,443,400	8,786,800	8,429,000
Corrections Fund	438,400	439,700	460,600 ^{4/}
Motor Vehicle Pool Revolving Fund	8,170,400	10,307,000	12,859,900
Lease-Purchase Building Operating and Maintenance Fund	1,278,500	1,327,900	1,343,700
State and Federal Surplus Property Funds	0	2,561,400	2,900,000
Total Appropriations	24,178,300	29,857,200	32,973,900

Program Description ? *General Services is comprised of Tenant Services, Building and Planning Services, Construction Services, and Special Services. Tenant Services manages Arizona Department of Administration-owned buildings in the Capitol Mall and provides maintenance and janitorial services. Building and Planning Services and Construction Services plan and manage the design and construction of state prisons and office buildings, review all state construction projects, inspect the condition of non-university buildings at least once every 4 years, and develop a biennial Capital Improvement Plan. Special Services operates the state motor pool, surplus property yard, print shop, and interagency mail services.*

Motor Pool — This Special Line Item funds the operation of the state motor pool, which provides vehicles and related services to state agencies. The General Appropriation Act passed last year included a FY 2001 increase of \$1,651,000 from the General Fund and

\$2,411,500 from other funds to allow state agencies to pay higher Arizona Department of Administration (ADOA) motor pool rates. These amounts were appropriated in Section 110 of the General Appropriation Act, not to ADOA, but as a lump sum to be allocated to other state

1/ Includes 64 FTE Positions funded from Special Line Items in FY 2001.

2/ It is the intent of the Legislature that the department not replace vehicles until an average of 5 years and 100,000 miles, or later. (General Appropriation Act footnote)

3/ General Appropriation Act funds are appropriated as an Operating Lump Sum by Fund with Special Line Items for Utilities, Relocation, and Preventative Maintenance. General Appropriation Act funds for Surplus Property are appropriated as a Lump Sum by Program.

4/ It is the intent of the Legislature that the amount appropriated from the Corrections Fund be expended solely for the oversight of construction projects benefiting the State Department of Corrections or the Department of Juvenile Corrections. (General Appropriation Act footnote)

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agencies. The bill requires the JLBC Staff to determine amounts by July 1, 2000. The ADOA General Accounting Office will then allocate these amounts to individual agencies. The funding will allow ADOA to increase its FY 2001 rates. (*See the Motor Pool table in the front of this report for a list of the amounts determined for each agency.*)

Vetoed Legislation: Procurement: Printing Services (H.B. 2388) — The bill made several changes, including requiring various reports on the costs associated with printing operations and possible privatization of printing. The Governor vetoed the bill.

[Click here for more information from the initial biennial appropriations report \(June 1999\)](#)