

**Julie L. Jones**  
Executive Director

2900 Apalachee Parkway  
Tallahassee, Florida 32399-0500  
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**Rick Scott**  
Governor

**Pam Bondi**  
Attorney General

**Jeff Atwater**  
Chief Financial Officer

**Adam Putnam**  
Commissioner of Agriculture

LEGISLATIVE BUDGET REQUEST  
September 15, 2011

Jerry L. McDaniel, Director  
Office of Policy and Budget  
Executive Office of the Governor  
1701 Capitol  
Tallahassee, Florida 32399-0001

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Terry Rhodes, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Department of Highway Safety and Motor Vehicles is submitted in the format prescribed in the budget instructions. The information provided electronically is a true and accurate presentation of our proposed needs for the 2012-13 Fiscal Year. This submission is scheduled to be recommended for approval at the September 20, 2011 meeting of the Governor and Cabinet.

If you have any questions or concerns about our Legislative Budget Request, please feel free to contact me at (850) 617-3100 or Diana Vaughn, Chief Financial Officer, at (850) 617-3404.

Sincerely,

A handwritten signature in black ink that reads "Julie Jones".

Julie L. Jones  
Executive Director



**DEPARTMENT OF HIGHWAY  
SAFETY AND MOTOR VEHICLES**

**Department Level Exhibits and Schedules**

Non-Strategic IT Service:		Network Service			
Dept/Agency: <b>DHSMV</b>		# of Assets & Resources Apportioned to this IT Service in FY 2012-13			
Prepared by: <b>Sherry Allen</b>					
Phone: <b>850-617-2011</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>					<b>\$428,154</b>
A-1.1	State FTE		5.75		\$428,154
A-2.1	OPS FTE				\$0
A-3.1	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>					<b>\$135,438</b>
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Network Devices & Hardware (e.g., routers, switches, hubs, cabling, etc.)	2,3,4	1086	1086	\$135,438
B-4	Online Storage for file and print (indicate GB of storage)		0		\$0
B-5	Archive Storage for file and print (indicate GB of storage)		0		\$0
B-6	Other Hardware Assets (Please specify in Footnote Section below)				\$0
<b>C. Software</b>					<b>\$39,464</b>
<b>D. External Service Provider(s)</b>					<b>\$5,141,869</b>
D-1	MyFloridaNet				\$4,260,991
D-2	Other (Please specify in Footnote Section below)	5			\$880,878
<b>E. Other (Please describe in Footnotes Section below)</b>					<b>\$26,516</b>
<b>F. Total for IT Service</b>					<b>\$5,771,441</b>
<b>G. Please identify the number of users of the Network Service</b>					<b>10,000</b>
<b>H. How many locations currently host IT assets and resources used to provide LAN services?</b>					<b>440</b>
<b>I. How many locations currently use WAN services?</b>					<b>440</b>
<b>J.</b>	<b>Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>				
1					
2	83 HQ Cisco switches, 16 HQ non-cisco switches, 17 HQ routers, 410 Field routers, 535 Field Switches, 12 firewalls, 6 VPNs , 7 appliances				
3	Costs include Cisco maintenance and FRVIS field switches. FDLIS switch cost is in DL/ID card.				
4	Other network maintenance costs are included in MYFloridaNet Cost				
5	Cost includes air cards including FHP MDTs, satellite for Flowmobiles and Mobile command centers, and cabling				
6	Costs prorated based on % of FTE - includes building maintenance, electrical, water, garbage, etc.				
7	Costs prorated based on % of FTE - includes office supplies, copiers, phones, etc. and prorated risk management ins				
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Non-Strategic IT Service:		E-Mail, Messaging, and Calendaring Service			
Agency: <b>DHSMV</b>		# of Assets & Resources Apportioned to this IT Service in FY 2012-13			
Prepared by: <b>Sherry Allen</b>					
Phone: <b>850-617-2011</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.00		\$0
A-1	State FTE		0.00		\$0
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>					\$0
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Wireless Communication Devices (e.g., Blackberries, I-phones, PDAs, etc.)		0	0	\$0
B-4	Online Storage (indicate GB of storage)		0		\$0
B-5	Archive Storage (indicate GB of storage)		0		\$0
B-6	Other Hardware Assets (Please specify in Footnote Section below)				\$0
<b>C. Software</b>					\$0
<b>D. External Service Provider(s)</b>					\$723,441
D-1	Southwood Shared Resource Center				\$520,568
D-2	Northwood Shared Resource Center				\$0
D-3	Northwest Regional Data Center				\$0
D-4	Other Data Center External Service Provider (specify in Footnotes below)	1			\$202,873
<b>E. Other (Please describe in Footnotes Section below)</b>					\$0
<b>F. Total for IT Service</b>					\$723,441
<b>G. Please provide the number of user mailboxes.</b>					4,994
<b>H. Please provide the number of resource mailboxes.</b>					10
<b>I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	Blackberry Data Cost ISA \$27,500, DAS/OED \$16,198, FHP \$125,684, DDL \$28,664, DMV \$4,828 (about 230 devices)				
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Non-Strategic IT Service:		Desktop Computing Service			
Agency: <b>DHSMV</b>		# of Assets & Resources AppORTioned to this IT Service in FY 2012-13			
Prepared by: <b>Sherry Allen</b>					
Phone: <b>850-617-2011</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			11.20		\$526,387
A-1	State FTE		10.20		\$506,387
A-2	OPS FTE	2	1.00		\$20,000
A-3	Contractor Positions (Staff Augmentation)				
<b>B. Hardware</b>			11179	8113	\$4,325,881
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3.1	Desktop Computers	4,10,11	8209	5793	\$2,245,881
B-3.2	Mobile Computers (e.g., Laptop, Notebook, Handheld, Wireless Computer)	8	2970	2320	\$2,040,000
B-3.3	Other Hardware Assets (Please specify in Footnote Section below)	9		0	\$40,000
<b>C. Software</b>		6			\$505,493
<b>D. External Service Provider(s)</b>		1	0	0	\$1,131,806
<b>E. Other (Please describe in Footnotes Section below)</b>		5,7			\$47,038
<b>F. Total for IT Service</b>					<b>\$6,536,605</b>
<b>G. Please identify the number of users of this service.</b>					<b>10,350</b>
<b>H. How many locations currently use this service?</b>					<b>482</b>
<b>I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	risk management insurance prorated; FRVIS printer and workstation maintenance				
2	OPS: FHP 1 position				
3					
4	FRVIS 5 year finance 4,429 workstations and 4,994 printers and 157 laptops, 126 docking stations ; refresh cycle is 5-6 years				
5	Costs prorated based on % of FTE - includes office supplies, copiers, phones, etc.				
6	includes ISA Microsoft EA, FHP Microsoft EA, and other software				
7	Costs prorated based on % of FTE - includes building maintenance, electrical, water, garbage, etc.				
8	Finance cost for 1813 FHP MDTs, stands and docking ; refresh cycle is 5 year;157 laptops cost inc in item 4; 650 other laptops with no cost				
9	MDT Printer cost. FRVIS finance Printer cost included in Item 4,				
10	1491 workstations included in the cost of the DL/ID card - refresh is 5 years , 834 (DL testing) workstations - no cost				
11	1580 workstations in the Kirkman and field offices excluding those in L1 and FRVIS contracts; refresh cycle is 5 years				
12	General desktop refresh funds were eliminated in prior budget reductions				
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Non-Strategic IT Service: <b>Helpdesk Service</b>						
Agency: <b>DHSMV</b>			# of Assets & Resources			
Prepared by: <b>Sherry Allen</b>			AppORTioned to this IT Service in FY 2012-13			
Phone: <b>850-617-2011</b>			Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)			
Service Provisioning -- Assets & Resources (Cost Elements)			Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>				14.30		\$635,317
A-1	State FTE		4	14.30		\$635,317
A-2	OPS FTE			0.00		\$0
A-3	Contractor Positions (Staff Augmentation)			0.00		\$0
<b>B. Hardware</b>				0	0	\$0
B-1	Servers				0	\$0
B-2	Server Maintenance & Support				0	\$0
B-3	Other Hardware Assets (Please specify in Footnote Section below)			0	0	\$0
<b>C. Software</b>			0			\$0
<b>D. External Service Provider(s)</b>			1	1	1	\$6,232
<b>E. Other (Please describe in Footnotes Section below)</b>			2.3			\$65,944
<b>F. Total for IT Service</b>						\$707,493
<b>G. Please identify the number of users of this service.</b>						10,350
<b>H. How many locations currently host IT assets and resources used to provide this service?</b>						1
<b>I. What is the average monthly volume of calls/cases/tickets?</b>						12,000
<b>J. Footnotes</b> - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.						
1	prorated risk management insurance					
2	Costs prorated based on % of FTE - includes building maintenance, electrical, water, garbage, etc.					
3	Costs prorated based on % of FTE - includes office supplies, copiers, phones, etc.					
4	Added an additional FTE as a result of the MCCO/DOT merge					
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Non-Strategic IT Service:		Agency Financial and Administrative Systems Support Service			
Agency: <b>DHSMV</b>		# of Assets & Resources Apporioned to this IT Service in FY 2012-13			
Prepared by: <b>Sherry Allen</b>					
Phone: <b>850-617-2011</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			6.05		\$361,929
A-1	State FTE	1	6.05		\$361,929
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>			0	0	\$0
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
<b>C. Software</b>					\$0
<b>D. External Service Provider(s)</b>		2	1	1	\$2,201
<b>E. Other (Please describe in Footnotes Section below)</b>		3,4			\$23,289
<b>F. Total for IT Service</b>					<b>\$387,419</b>
<b>G. Please identify the number of users of this service.</b>					<b>10,000</b>
<b>H. How many locations currently host agency financial/administrative systems?</b>					<b>400</b>
<b>I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	5.05 ISA, 1 DAS				
2	prorated risk management insurance				
3	Costs prorated based on % of FTE - includes building maintenance, electrical, water, garbage, etc.				
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Non-Strategic IT Service:		IT Security/Risk Mitigation Service			
Agency: <b>DHSMV</b>		# of Assets & Resources AppORTioned to this IT Service in FY 2012-13			
Prepared by: <b>Sherry Allen</b>					
Phone: <b>850-617-2011</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			2.00		\$187,472
A-1	State FTE		2.00		\$187,472
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>			0	0	\$10,348
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Other Hardware Assets (Please specify in Footnote Section below)	4	0	0	\$10,348
<b>C. Software</b>		5			\$50,604
<b>D. External Service Provider(s)</b>		1	2	2	\$314,613
<b>E. Other (Please describe in Footnotes Section below)</b>		2,3			\$9,223
<b>F. Total for IT Service</b>					<b>\$572,260</b>
<b>G. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	Disaster Recovery site is at SSRC; prorated risk insurance				
2	Costs prorated based on % of FTE - includes building maintenance, electrical, water, garbage, etc.				
3	Costs prorated based on % of FTE - includes office supplies, copiers, phones, etc.				
4	Palo Alto maintenance				
5	Palo Alto , Data loss prevention software license cost				
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Non-Strategic IT Service: <b>IT Administration and Management Service</b>				
Agency: <b>DHSMV</b> Prepared by: <b>Sherry Allen</b> Phone: <b>850-617-2011</b>	# of Assets & Resources Apportioned to this IT Service in FY 2012-13			
<b>Service Provisioning -- Assets &amp; Resources</b> (Cost Elements)	Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>		15.50		\$1,264,267
A-1	State FTE	15.50		\$1,264,267
A-2	OPS FTE	0.00		\$0
A-3	Contractor Positions (Staff Augmentation)	0.00		\$0
<b>B. Hardware</b>		0	0	\$0
B-1	Servers	0	0	\$0
B-2	Server Maintenance & Support	0	0	\$0
B-3	Other Hardware Assets (Please specify in Footnote Section below)	0	0	\$0
<b>C. Software</b>		4		\$62,925
<b>D. External Service Provider(s)</b>		1	1	\$6,755
<b>E. Other (Please describe in Footnotes Section below)</b>		2,3		\$71,479
<b>F. Total for IT Service</b>				<b>\$1,405,426</b>
<b>G. How many locations currently host assets and resources used to provide this service?</b>				<b>1</b>
<b>G. Footnotes</b> - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.				
1	Prorated risk management ins			
2	Costs prorated based on % of FTE - includes building maintenance, electrical, water, garbage, etc.			
3	Costs prorated based on % of FTE - includes office supplies, copiers, phones, etc.			
4	Legal Files, Daptiv, Deltek Risk			
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Non-Strategic IT Service:		Web/Portal Service			
Dept/Agency: <b>DHSMV</b>				# of Assets & Resources Apportioned to this IT Service In FY 2012-13	
Prepared by: <b>(Enter name of person who completed this worksheet)</b>					
Phone: <b>(enter phone number for person named above)</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			5.10		\$301,624
A-1.1	State FTE	1	5.10		\$301,624
A-2.1	OPS FTE		0.00		\$0
A-3.1	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>					\$0
B-1	Servers				\$0
B-2	Server Maintenance & Support				\$0
B-3	Other Hardware Assets (Please specify in Footnotes Section below)				\$0
<b>C. Software</b>		5			\$109,242
<b>D. External Service Provider(s)</b>		2	1	1	\$1,743
<b>E. Other (Please describe in Footnotes Section below)</b>		3,4			\$18,446
<b>F. Total for IT Service</b>					<b>\$431,055</b>
<b>G. Please identify the number of Internet users of this service.</b>					<b>7,820,603</b>
<b>H. Please identify the number of intranet users of this service.</b>					<b>10,000</b>
<b>I. How many locations currently host IT assets and resources used to provide this service?</b>					<b>1</b>
<b>J.</b>	<b>Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>				
1	4.00 ISA, 1.10 OED/DDL				
2	Prorated risk management insurance				
3	other expenses include office supplies, copiers and percentage of overhead, using the % fte times overhead				
4	Utilities, fire insurance, building maintenance, energy retrofit, using the % fte times overhead				
5	SharePoint				
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Non-Strategic IT Service: <b>Data Center Service</b>				
Dept/Agency: <b>DHSMV</b>		# of Assets & Resources Apportioned to this IT Service In FY 2012-13		
Prepared by: (Enter name of person who completed this worksheet)				
Phone: (enter phone number for person named above)				
Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b> (performing data center functions defined in w. 282.201(2)(d)1.e., F.S.)		0.00		\$0
A-1.1 State FTE		0.00		\$0
A-2.1 OPS FTE		0.00		\$0
A-3.1 Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>				\$0
B-1 Non-Mainframe Servers (including single-function logical servers not assigned to another service)		0	0	\$0
B-2 Servers - Mainframe		0	0	\$0
B-3 Server Maintenance & Support		0	0	\$0
B-4 Online or Archival Storage Systems (indicate GB of storage)		0		\$0
B-5 Data Center/ Computing Facility Internal Network				\$0
B-6 Other Hardware (Please specify in Footnotes Section below)				\$0
<b>C. Software</b>				\$0
<b>D. External Service Provider(s)</b>				\$2,501,263
D-1 Southwood Shared Resource Center (indicate # of Board votes)	1	1		
D-2 Northwood Shared Resource Center (indicate # of Board votes)	2	1		\$2,501,263
D-3 Northwest Regional Data Center (indicate # of Board votes)		0		\$0
D-4 Other Data Center External Service Provider (specify in Footnotes below)				\$0
<b>E. Plant &amp; Facility</b>				\$0
E-1 Data Center/Computing Facilities Rent & Insurance				\$0
E-2 Utilities (e.g., electricity and water)				\$0
E-3 Environmentals (e.g., HVAC, fire control, and physical security)				\$0
E-4 Other (please specify in Footnotes Section below)				\$0
<b>F. Other</b> (Please describe in Footnotes Section below)				\$0
<b>G. Total for IT Service</b>				<b>\$2,501,263</b>
<b>H. Please provide the number of agency data centers.</b>				<b>1</b>
<b>I. Please provide the number of agency computing facilities.</b>				<b>7</b>
<b>J. Please provide the number of single-server installations.</b>				<b>406</b>
<b>H. Footnotes</b> - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.				
1	mainframe service cost previously reported in our strategic services categories			
2	Includes Motor Carrier Compliance			
3	Number of agency data centers - C103 IVR and phone system			
4	Number of agency computing facilities - includes the 7 FHP Regional Command Communications Center - 1 windows server and the phone equipment servers at each			
5	Number of single server installations - includes statewide driver license offices and tax collector agencies			
6				
7				
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## Schedule VII: Agency Litigation Inventory

*For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.*

<b>Agency:</b>	<b>Department of Highway Safety and Motor Vehicles</b>		
<b>Contact Person:</b>	Stephen D. Hurm	<b>Phone Number:</b>	850/617-3101
<b>Names of the Case: (If no case name, list the names of the plaintiff and defendant.)</b>	Bradsheer & Johnson vs. DHSMV (class action)		
<b>Court with Jurisdiction:</b>	Leon County Circuit Court		
<b>Case Number:</b>	2007-CA-0864		
<b>Summary of the Complaint:</b>	This is a class action for refunds/injunctive relief filed in state court for those people required to install Ignition Interlock Devices (IID) following a second DUI conviction before the Department was given explicit authority to do so on July 1, 2005.		
<b>Amount of the Claim:</b>	Estimated: \$1 Million		
<b>Specific Statutes or Laws (including GAA) Challenged:</b>	N/A		
<b>Status of the Case:</b>	This case is back before the Circuit Court in Leon County following the review and remand from the 1 <sup>ST</sup> DCA. Plaintiffs have filed a motion to amend their complaint and defendant has filed a motion to dismiss. These motions have been argued but remain pending before Judge Fulford in Circuit Court. (7/15/2011)		
<b>Who is representing (of record) the state in this lawsuit? Check all that apply.</b>	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
<b>If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).</b>	BROAD AND CASSEL ATTORNEYS AT LAW BROOKS, LeBOEUF, BENNETT, FOSTER & GWARTNEY P.A. RHONDA F. GOODMAN, P.A.		

## Schedule VII: Agency Litigation Inventory

*For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.*

<b>Agency:</b>	<b>Department of Highway Safety and Motor Vehicles</b>		
<b>Contact Person:</b>	Stephen D. Hurm	<b>Phone Number:</b>	850/617-3101
<b>Names of the Case: (If no case name, list the names of the plaintiff and defendant.)</b>	Hugh McGinley and Estate of Kevin McGinley v. DHSMV, FHP and Hillsborough State Attorney Office		
<b>Court with Jurisdiction:</b>	U.S. District Court-Middle District of Florida (Tampa)		
<b>Case Number:</b>	2009-CV-00032		
<b>Summary of the Complaint:</b>	The Parents of Kevin McGinley, who was killed on February 13, 1998, when struck by a UPS truck after a roadside fist fight on I-275, seeks damages for a negligently conducted FHP traffic homicide investigation which they said caused them to file an untimely wrongful death claim against other persons involved in the fight thereby denying them their civil rights through access to courts.		
<b>Amount of the Claim:</b>	\$17.5 million (claimed)		
<b>Specific Statutes or Laws (including GAA) Challenged:</b>	42 U.S. Code section 1983		
<b>Status of the Case:</b>	Case dismissed based on running of statute of limitations on October 12, 2010. The McGinleys have appealed to the 11 <sup>th</sup> Circuit Court of Appeals in Atlanta, Case No. 10-15240, which remains pending. In addition, they have filed a new lawsuit in state court alleging some 25 individual defendants, many of whom are DHSMV employees, and the City of Tampa conspired to violate their civil rights. That case has now been removed to federal court in Tampa.		
<b>Who is representing (of record) the state in this lawsuit? Check all that apply.</b>	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
<b>If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).</b>	N/A		

*Office of Policy and Budget – July 2011*

## Schedule VII: Agency Litigation Inventory

*For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.*

<b>Agency:</b>	<b>Department of Highway Safety and Motor Vehicles</b>		
<b>Contact Person:</b>	Stephen D. Hurm	<b>Phone Number:</b>	850/617-3101
<b>Names of the Case: (If no case name, list the names of the plaintiff and defendant.)</b>	National Safety Commission v. Florida Department of Highway Safety and Motor Vehicles		
<b>Court with Jurisdiction:</b>	(Leon County) Second Judicial Circuit Court First District Court of Appeals		
<b>Case Number:</b>	2010-CA-1671 – Circuit Court 1D10-6448 – 1 <sup>st</sup> DCA		
<b>Summary of the Complaint:</b>	The Department has appealed the ruling of Judge Fulford in the circuit court that found National Safety Commission (NSC) had a unilateral right to renew the handbook printing contract for an additional five years. Oral argument before the 1 <sup>st</sup> DCA occurred on June 15, 2011, and we are awaiting a ruling from that court regarding the propriety of the circuit court ruling.		
<b>Amount of the Claim:</b>	\$3.5 million (potential)		
<b>Specific Statutes or Laws (including GAA) Challenged:</b>	Contract interpretation per sections 287.057 and 283.58, Florida Statutes		
<b>Status of the Case:</b>	Pending review in the 1 <sup>st</sup> DCA.		
<b>Who is representing (of record) the state in this lawsuit? Check all that apply.</b>	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
<b>If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).</b>	N/A		

## Schedule VII: Agency Litigation Inventory

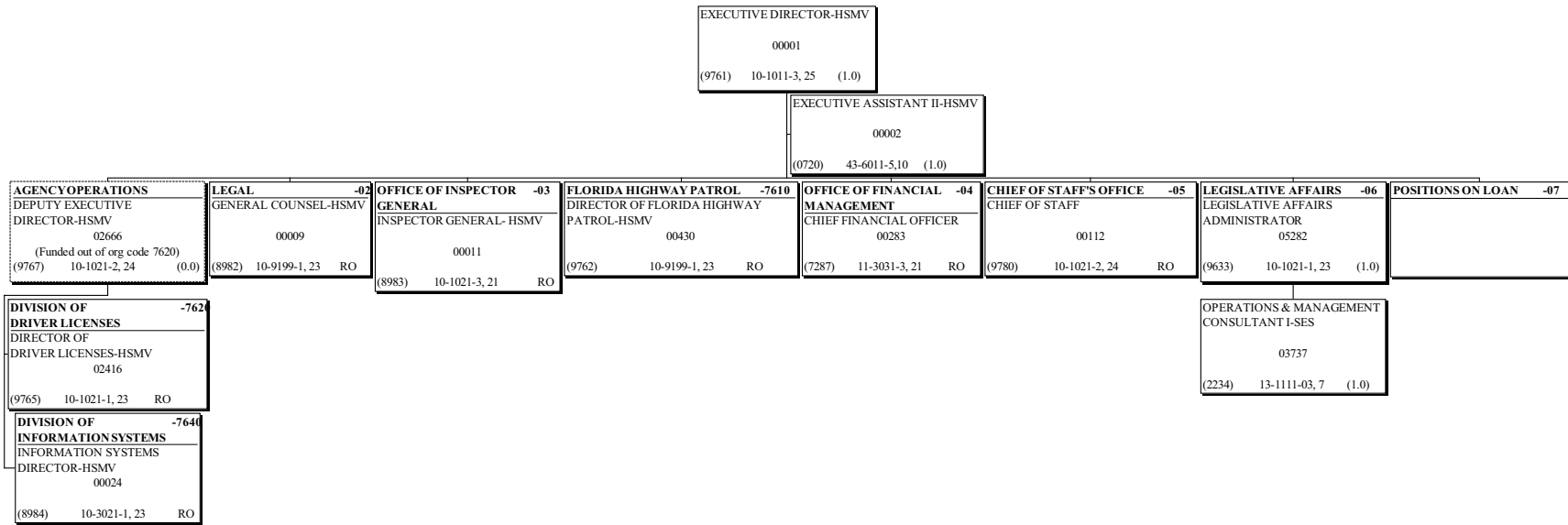
*For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.*

<b>Agency:</b>	<b>Department of Highway Safety and Motor Vehicles</b>		
<b>Contact Person:</b>	Stephen D. Hurm	<b>Phone Number:</b>	850/617-3101
<b>Names of the Case: (If no case name, list the names of the plaintiff and defendant.)</b>	WELCH v. Electra Bustle, Carl Ford; Fred Dickinson, Stacy Arias, Greg Bickford, Larry Bilbo, Trisha Haucke, Rod McQueen, Dana Reiding and John Does.		
<b>Court with Jurisdiction:</b>	U.S. District Court, Northern District of Florida		
<b>Case Number:</b>	4:09-CV-00302-RH/WCS		
<b>Summary of the Complaint:</b>	This potential class action lawsuit filed against employees of the DHSMV is brought under the federal Driver Privacy Protection Act (DPPA) and alleges that the Department furnished protected DPPA personal information to <i>Shadowsoft, Inc.</i> which in turn illegally provided that information to <i>The Source for Public Data</i> which then sold or otherwise disseminated the personal information over the internet in violation of DPPA.		
<b>Amount of the Claim:</b>	\$ Estimate: potentially greater than \$500,000.		
<b>Specific Statutes or Laws (including GAA) Challenged:</b>	N/A		
<b>Status of the Case:</b>	<b>CLOSED – DHSMV prevailed March 3, 2011.</b>		
<b>Who is representing (of record) the state in this lawsuit? Check all that apply.</b>	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
<b>If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).</b>	HARKE & CLOSBY, LLP, Kansas City, MO. BURGESS & LAMB, P.C., Kansas City, MO. RALPH K. PHALEN, ESQ., Kansas City, MO. SAXTON LAW FIRM, LLC, Kansas City, MO.		



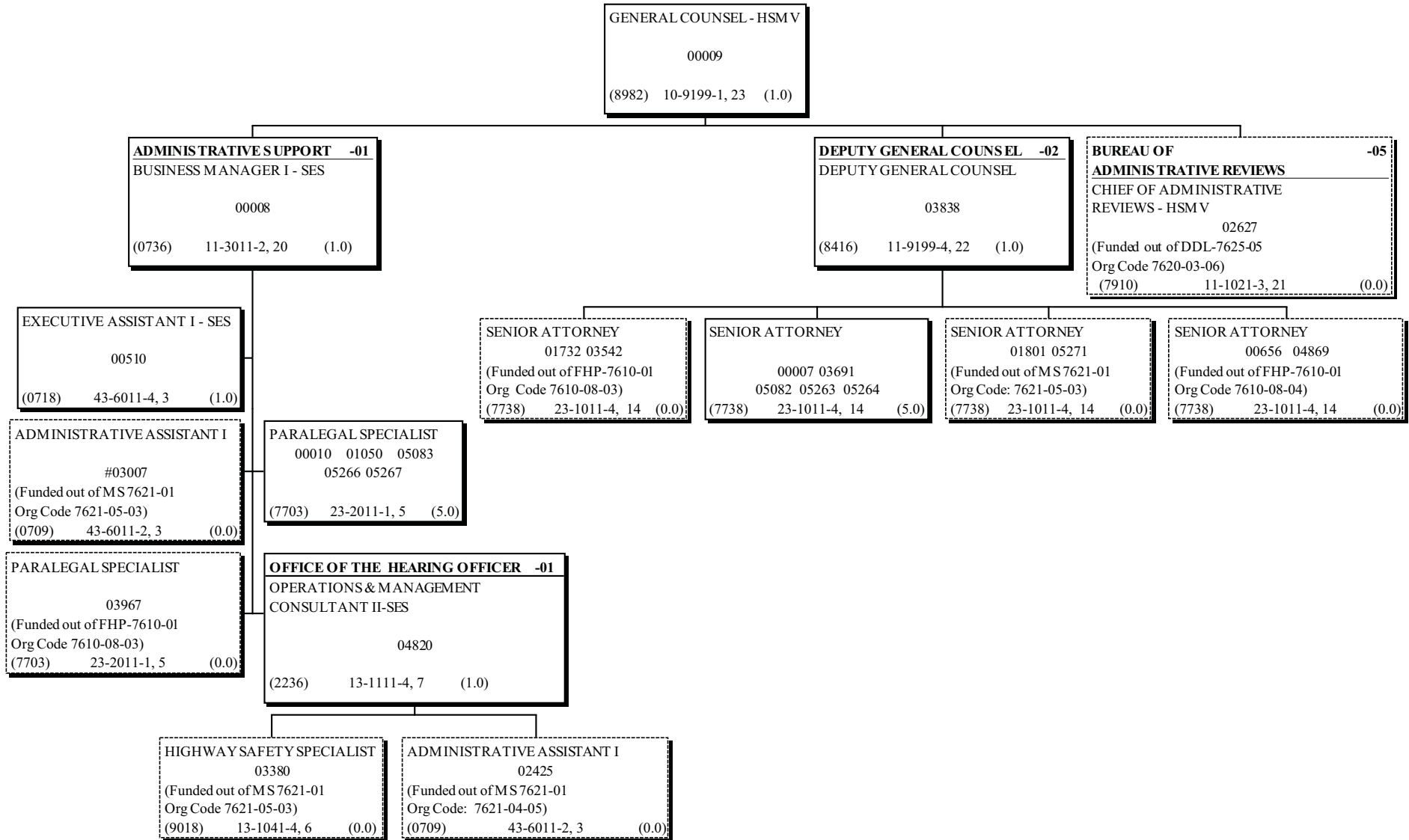
# DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES OFFICE OF THE EXECUTIVE DIRECTOR

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 SEQUENCE: 76-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 4  
 NUMBER OF FTE: 4.0



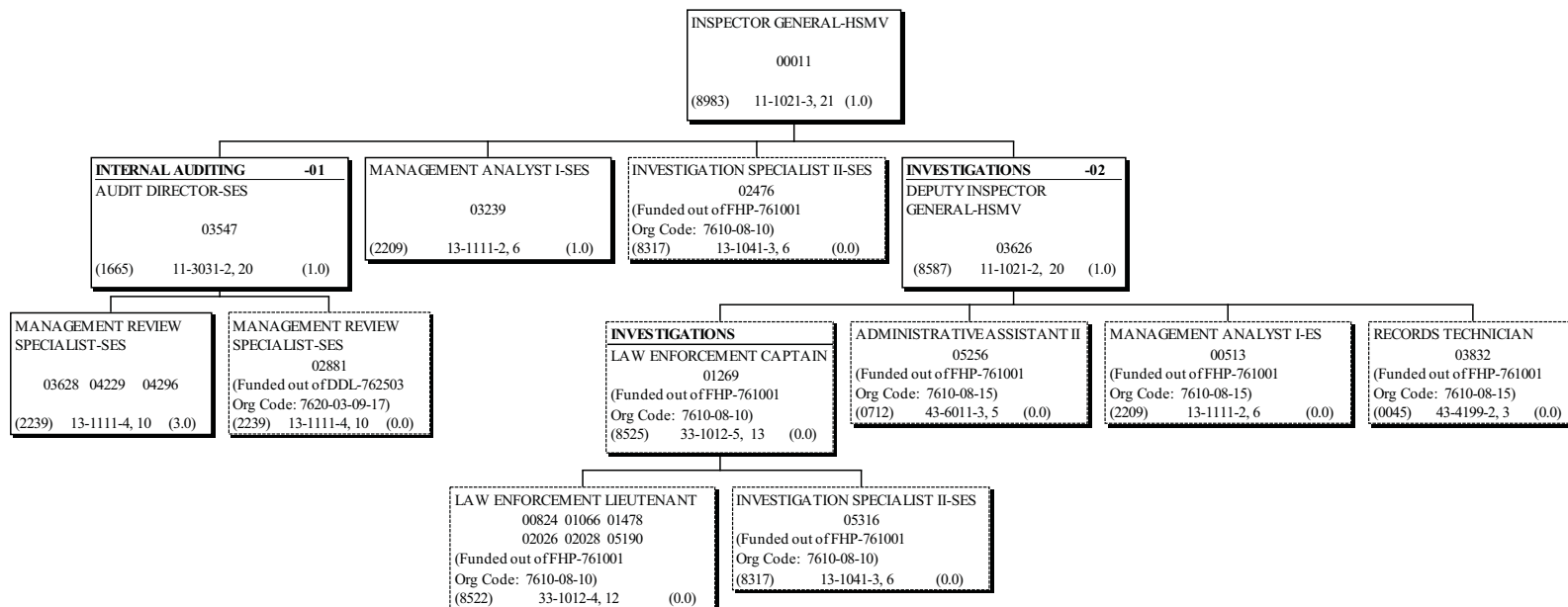
**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
OFFICE OF THE EXECUTIVE DIRECTOR  
LEGAL**

DATE: 07/01/11  
SEQUENCE: 7601-02  
OED: \_\_\_\_\_  
NUMBER OF POSITIONS: 15  
NUMBER OF FTE: 15.0



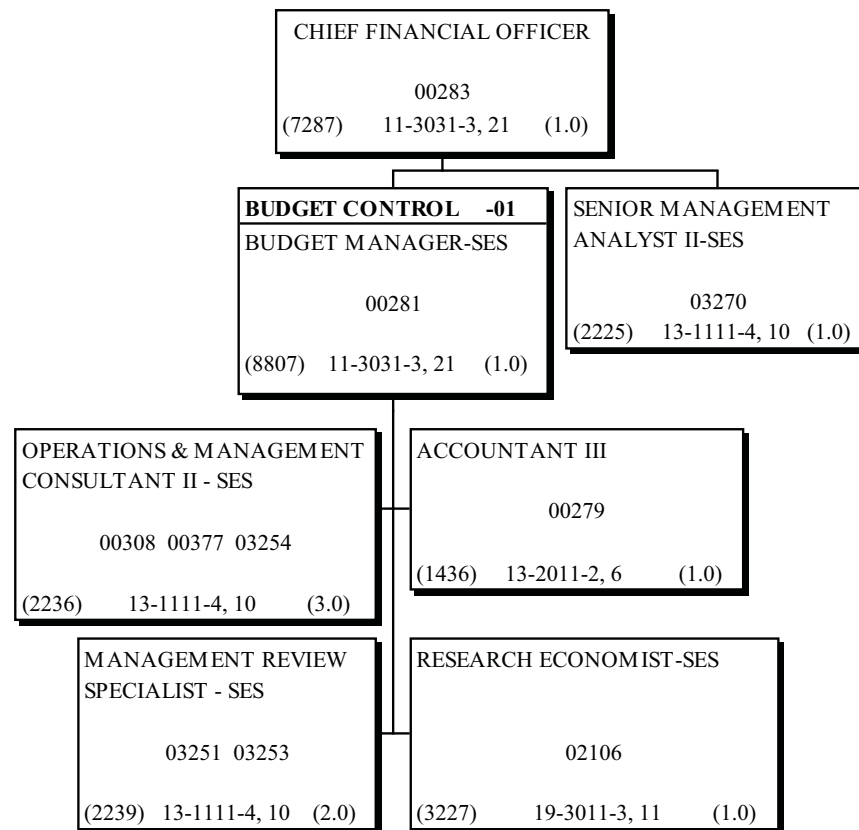
**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
OFFICE OF THE EXECUTIVE DIRECTOR  
OFFICE OF INSPECTOR GENERAL**

DATE: 07/01/11  
SEQUENCE: 7601-03  
OWP: \_\_\_\_\_  
NUMBER OF POSITIONS: 7  
NUMBER OF FTE: 7.0



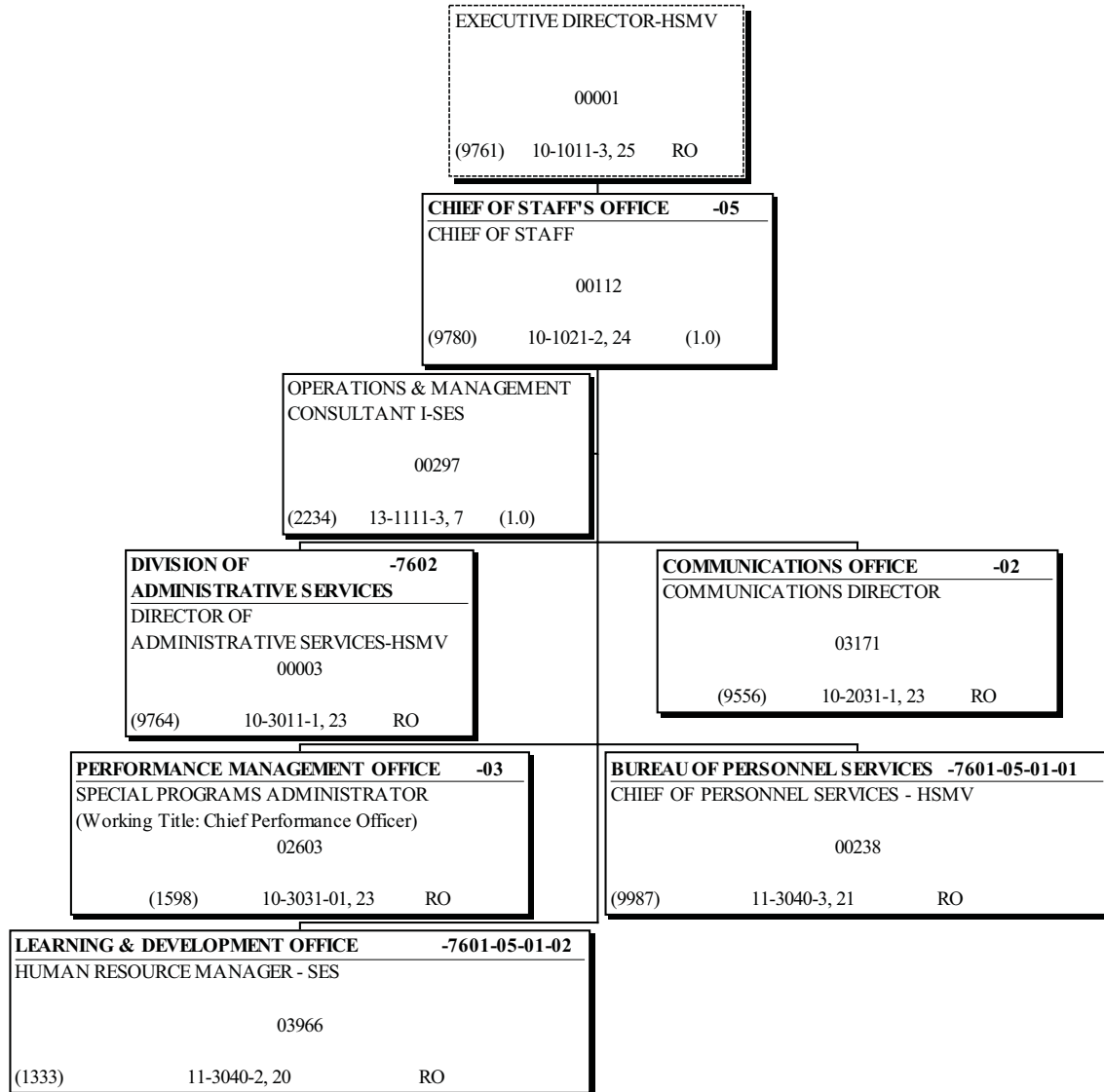
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
OFFICE OF EXECUTIVE DIRECTOR  
OFFICE OF FINANCIAL MANAGEMENT**

DATE: 07/01/11  
SEQUENCE: 7601-04  
OED: \_\_\_\_\_  
NUMBER OF POSITIONS: 10  
NUMBER OF FTE'S: 10



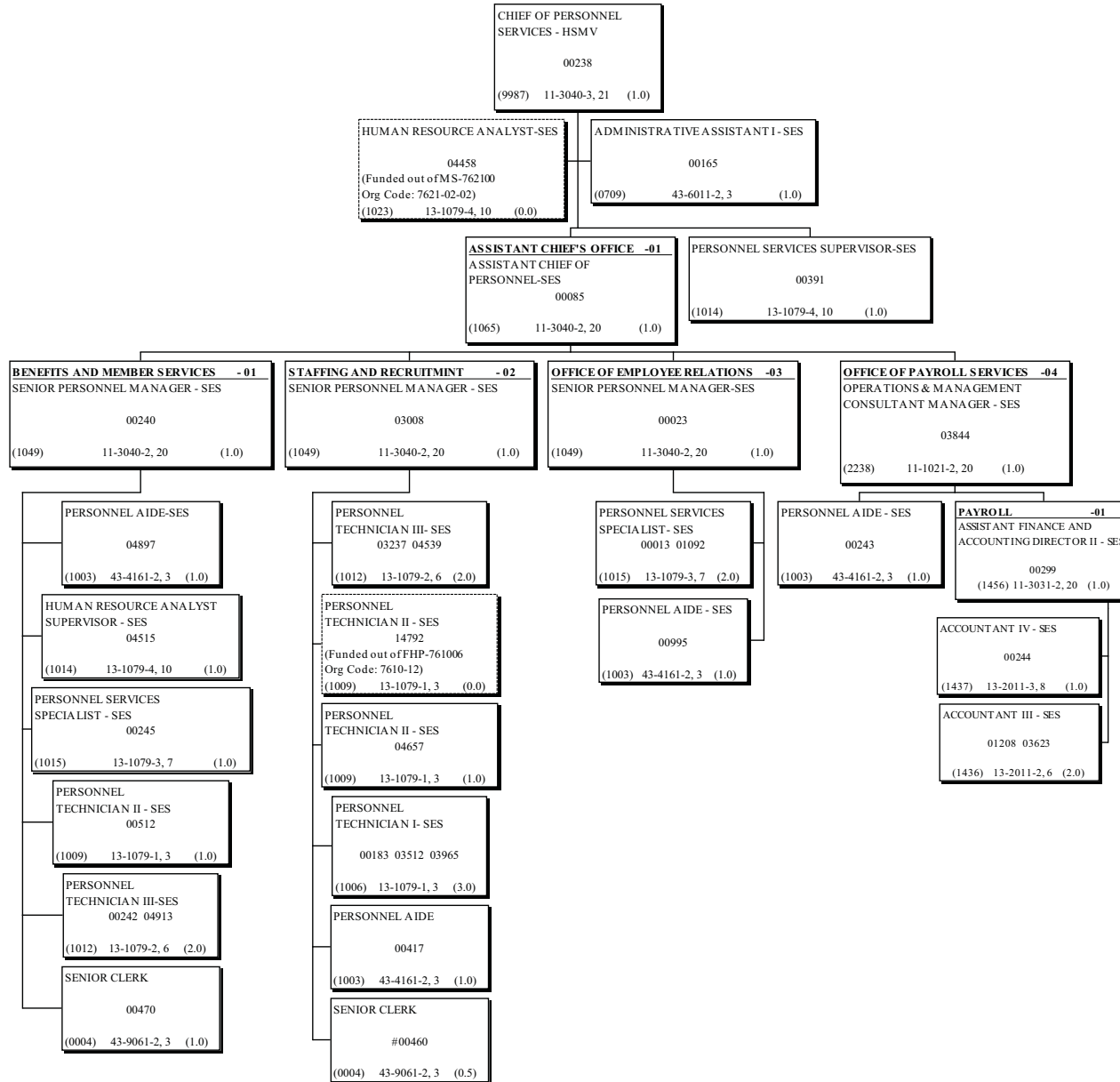
**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
OFFICE OF THE EXECUTIVE DIRECTOR  
CHIEF OF STAFF'S OFFICE**

DATE: 07/01/11  
 SEQUENCE: 76-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 2  
 NUMBER OF FTE: 2.0



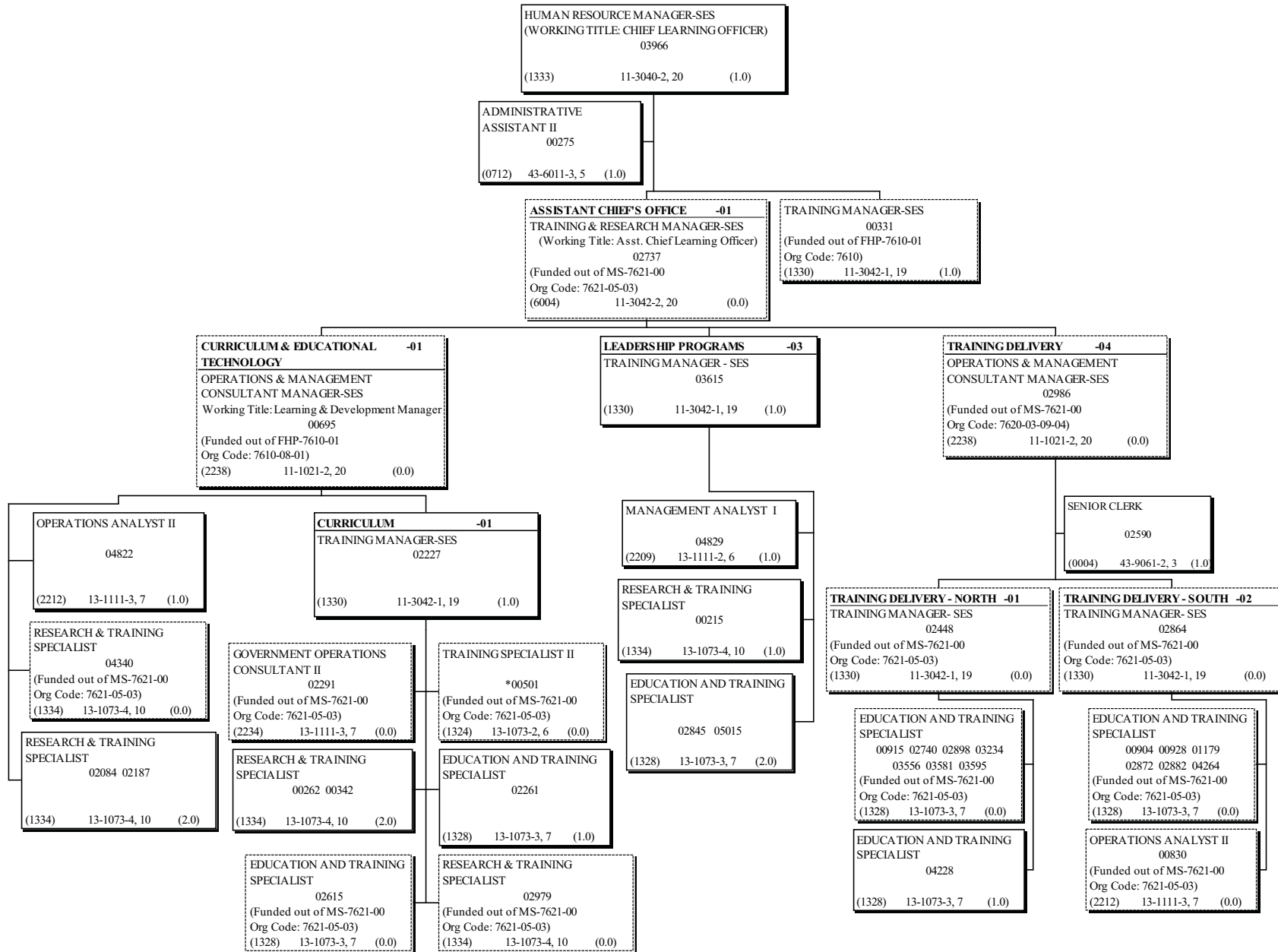
**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
OFFICE OF THE EXECUTIVE DIRECTOR  
BUREAU OF PERSONNEL SERVICES**

DATE: 07/01/11  
SEQUENCE: 7601-05-01-01  
OED: \_\_\_\_\_  
NUMBER OF POSITIONS: 31  
NUMBER OF FTE: 30.5



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
OFFICE OF THE EXECUTIVE DIRECTOR  
LEARNING & DEVELOPMENT OFFICE**

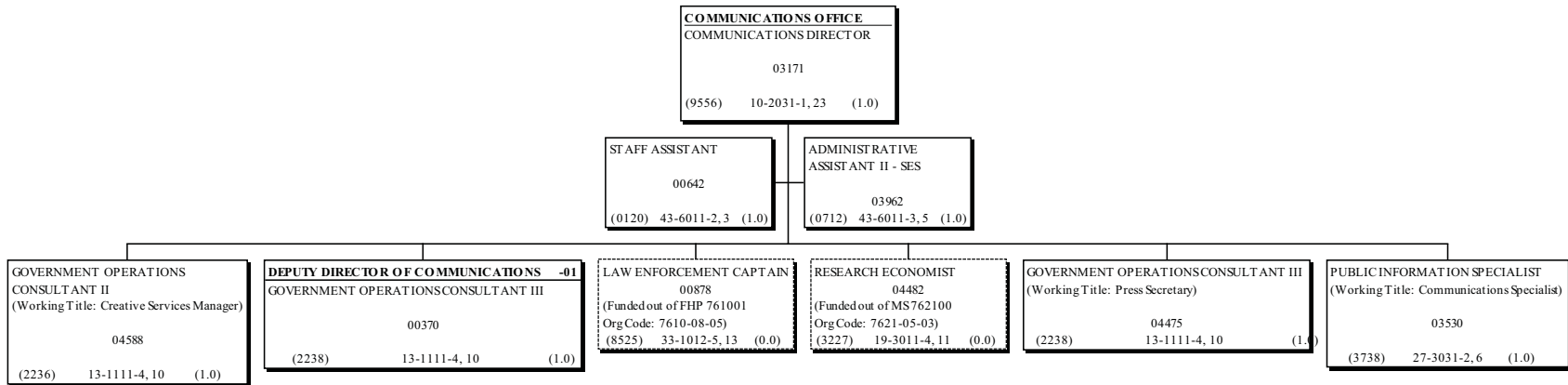
DATE: 07/01/11  
SEQUENCE: 7601-05-01-02  
OED:  
NUMBER OF POSITIONS: 16  
NUMBER OF FTE: 16.0



\* Shared Position

**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
OFFICE OF THE EXECUTIVE DIRECTOR  
CHIEF OF STAFF'S OFFICE/HSMV  
COMMUNICATIONS OFFICE**

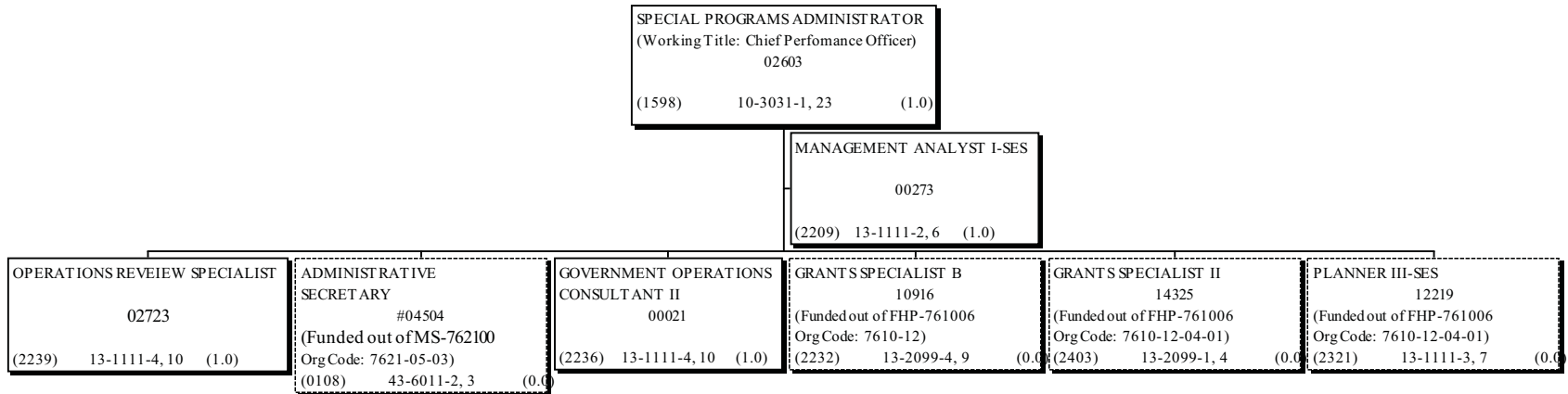
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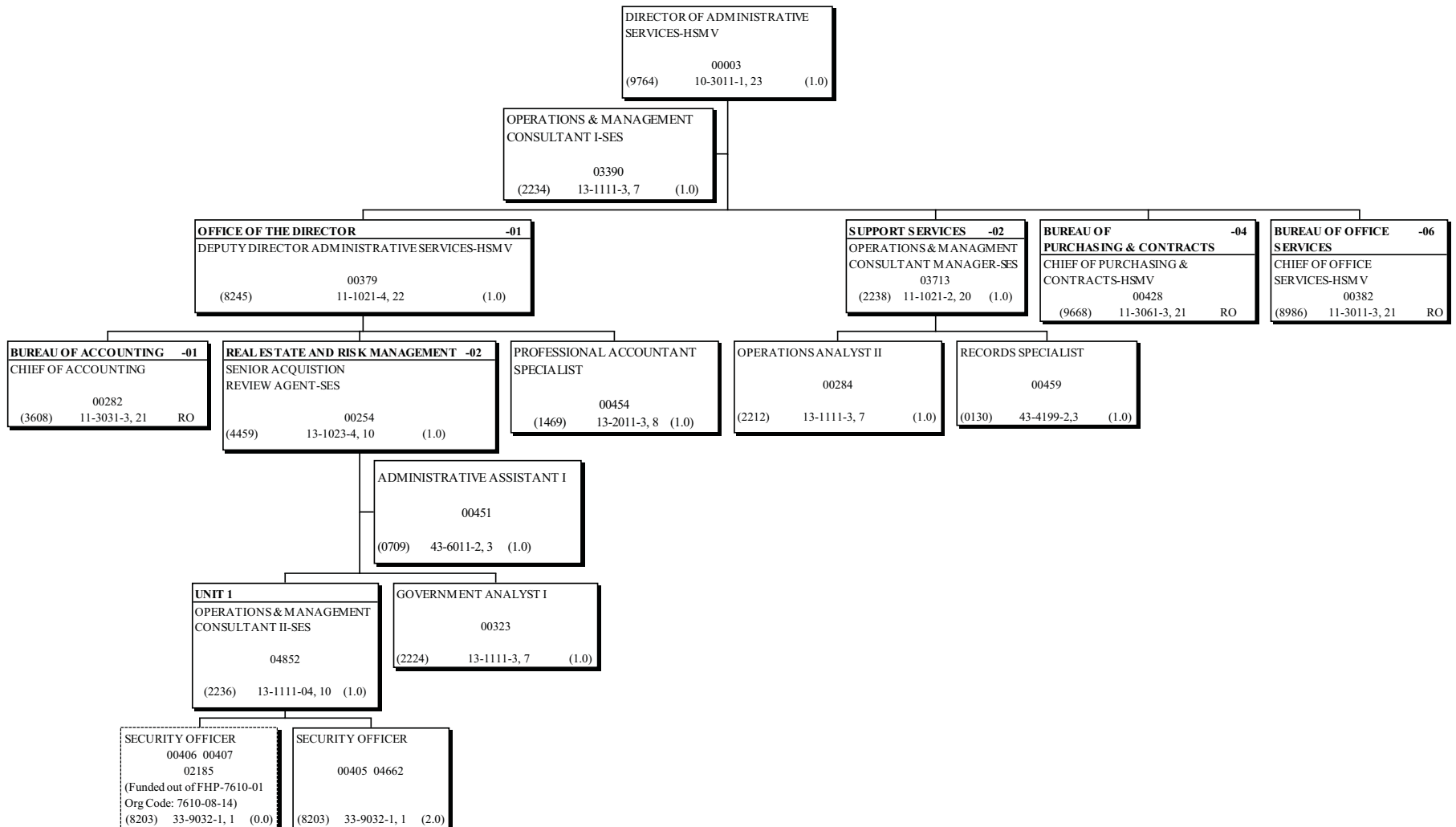
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
PERFORMANCE MANAGEMENT OFFICE**

DATE: 08/08/11  
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 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS 4  
 NUMBER OF FTE's : 4.0



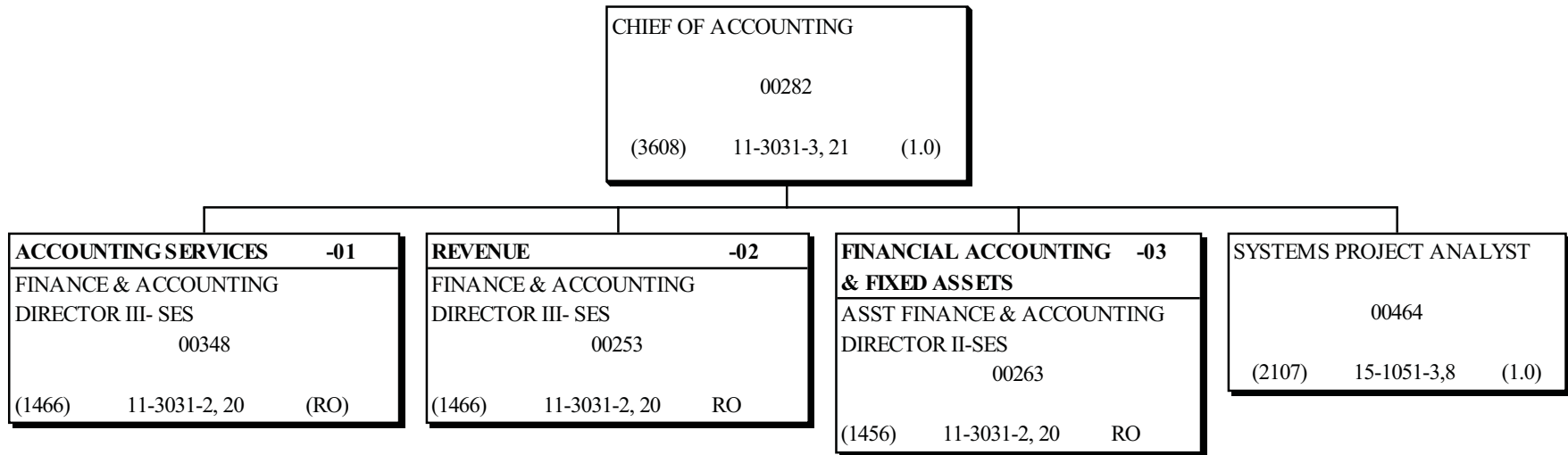
**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
DIVISION OF ADMINISTRATIVE SERVICES**

DATE: 08/01/11  
 SEQUENCE: 7602  
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 NUMBER OF FTES: 13.0



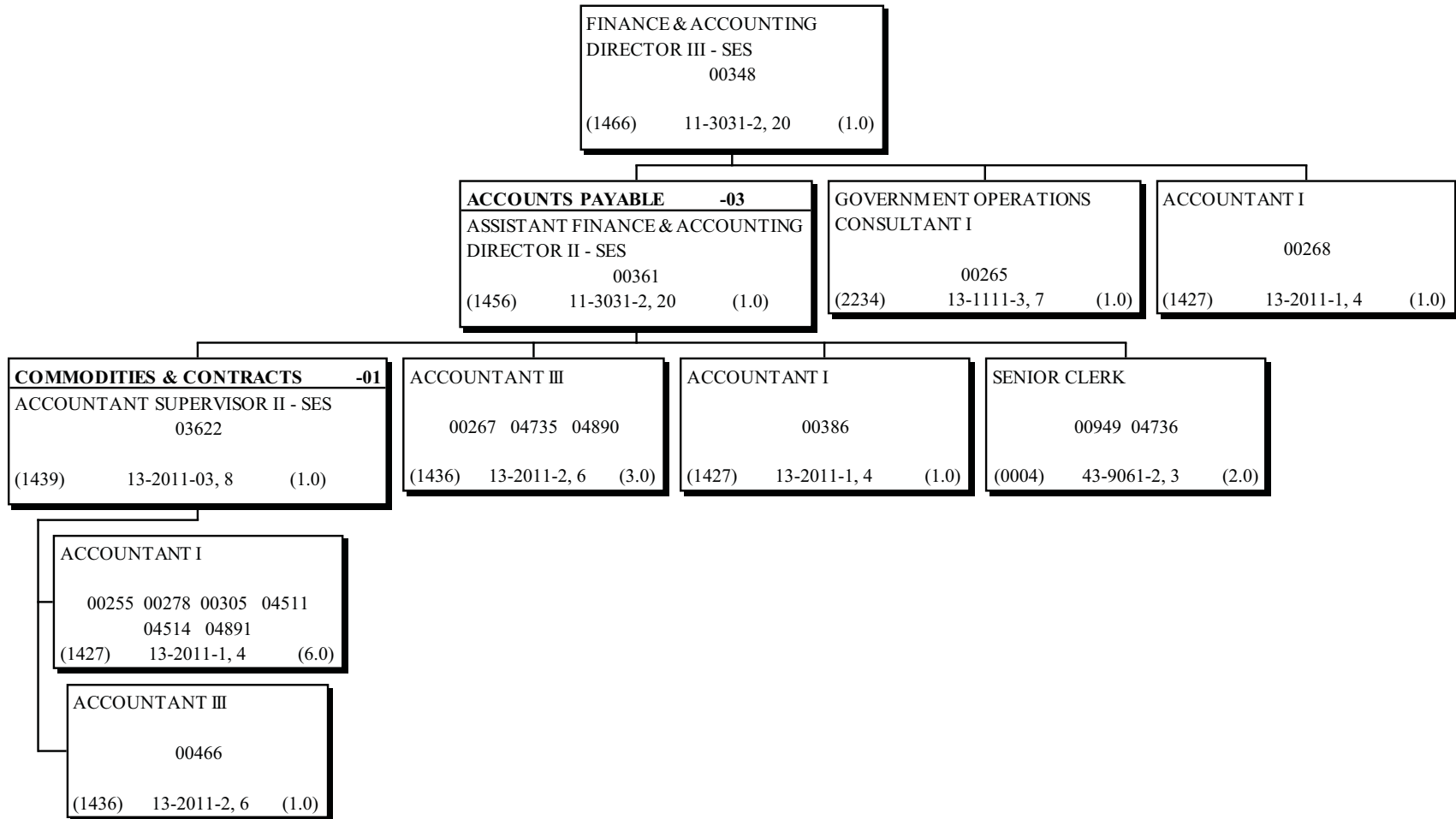
**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
DIVISION OF ADMINISTRATIVE SERVICES  
BUREAU OF ACCOUNTING**

DATE: 08/01/11  
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 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 2  
 NUMBER OF FTE'S: 2.0



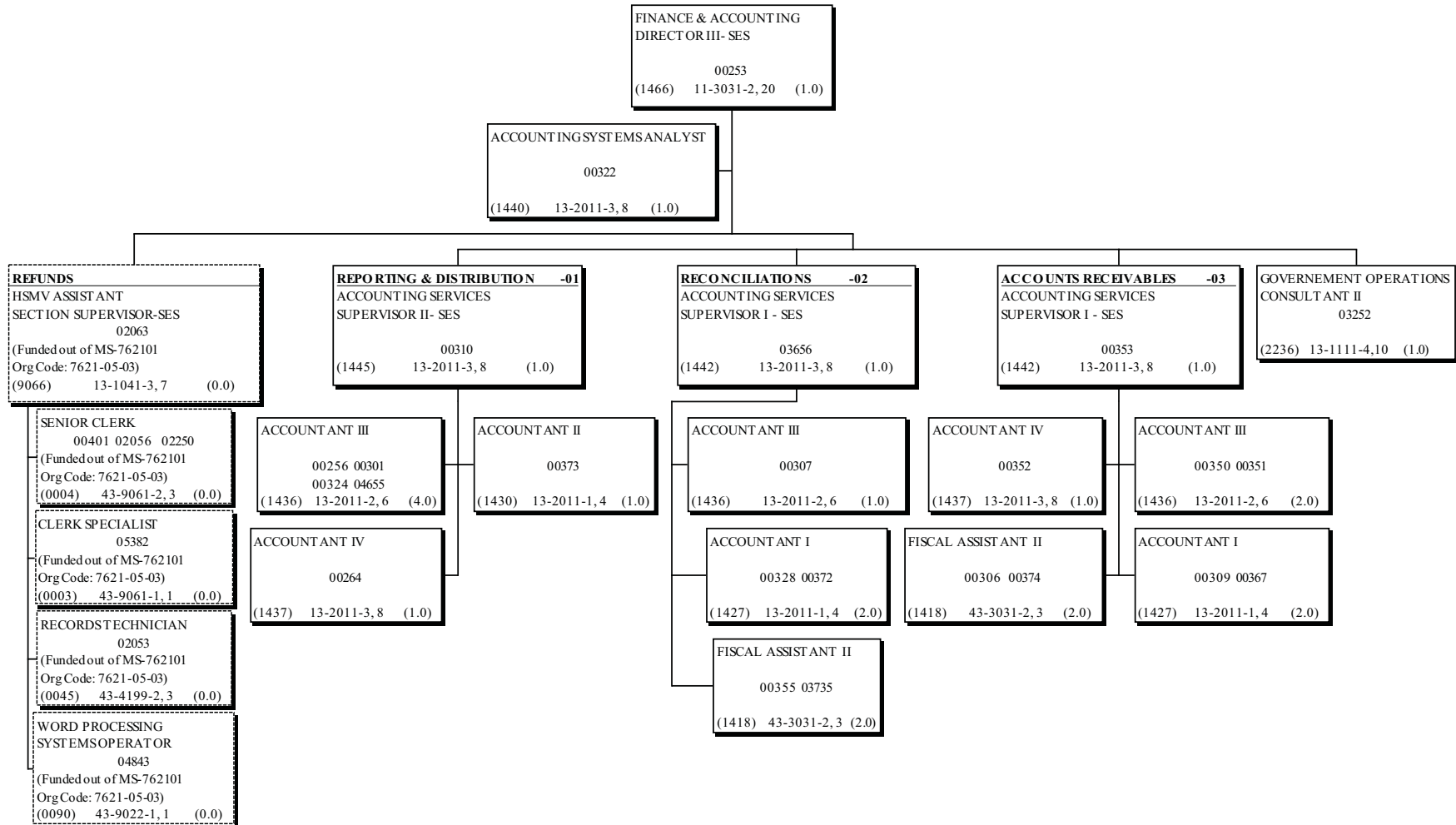
**DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF ADMINISTRATIVE SERVICES  
 BUREAU OF ACCOUNTING  
 ACCOUNTING SERVICES**

DATE: 07/01/11  
 SEQUENCE: 7602-03-01  
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 NUMBER OF POSITIONS: 18  
 NUMBER OF FTE'S: 18.0



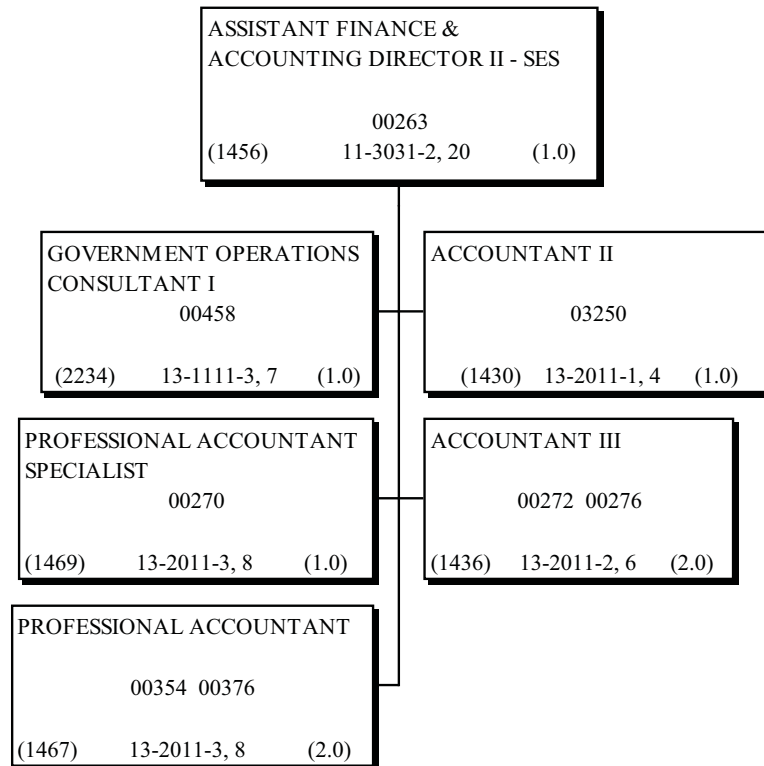
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF ADMINISTRATIVE SERVICES  
 BUREAU OF ACCOUNTING  
 REVENUE SECTION**

DATE: 07/01/11  
 SEQUENCE: 7602-03-02  
 OED: \_\_\_\_\_  
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 NUMBER OF FTE'S: 24.0



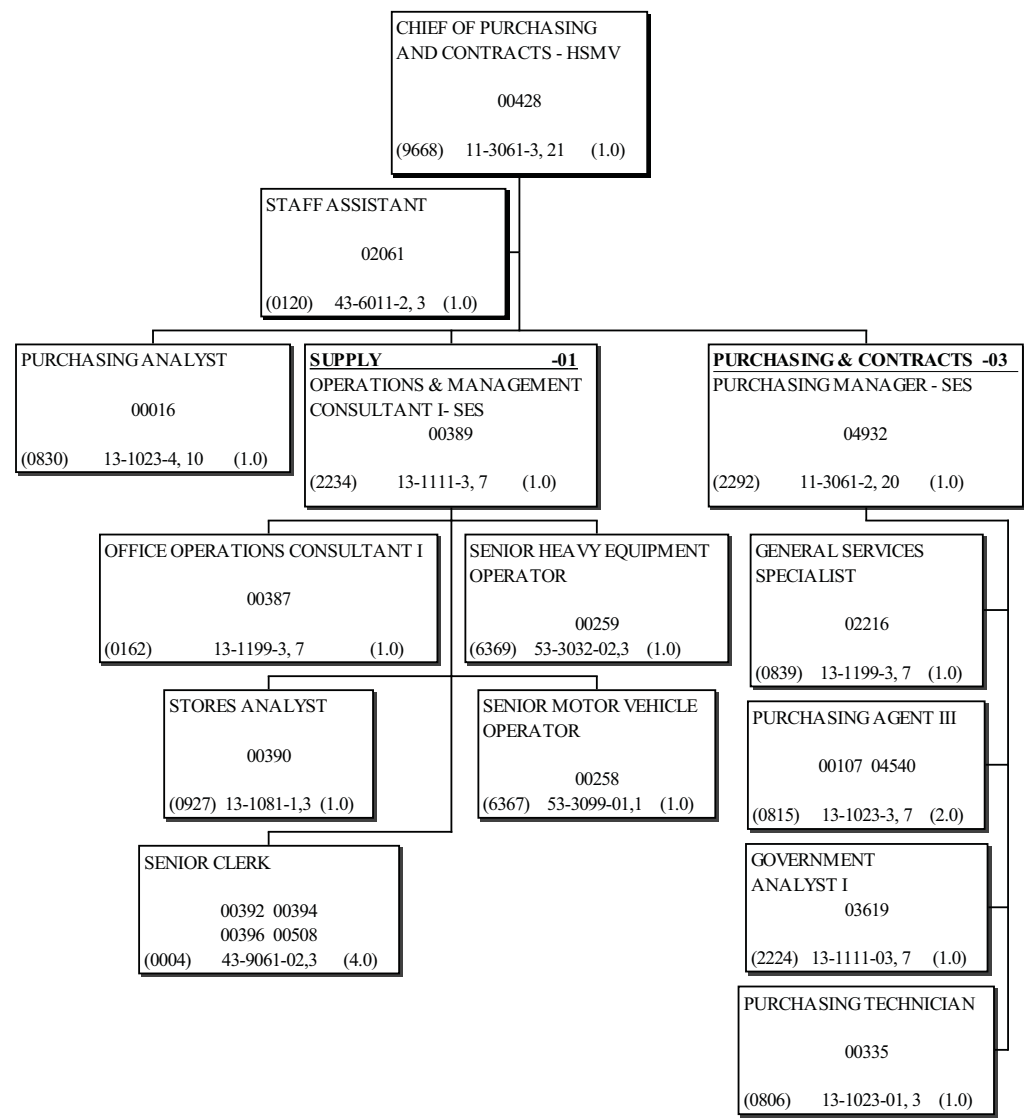
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES**  
**DIVISION OF ADMINISTRATIVE SERVICES**  
**BUREAU OF ACCOUNTING**  
**FINANCIAL ACCOUNTING & FIXED ASSETS**

DATE: 07/01/11  
 SEQUENCE: 7602-03-03  
 OED: \_\_\_\_\_  
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 NUMBER OF FTE'S: 8.0



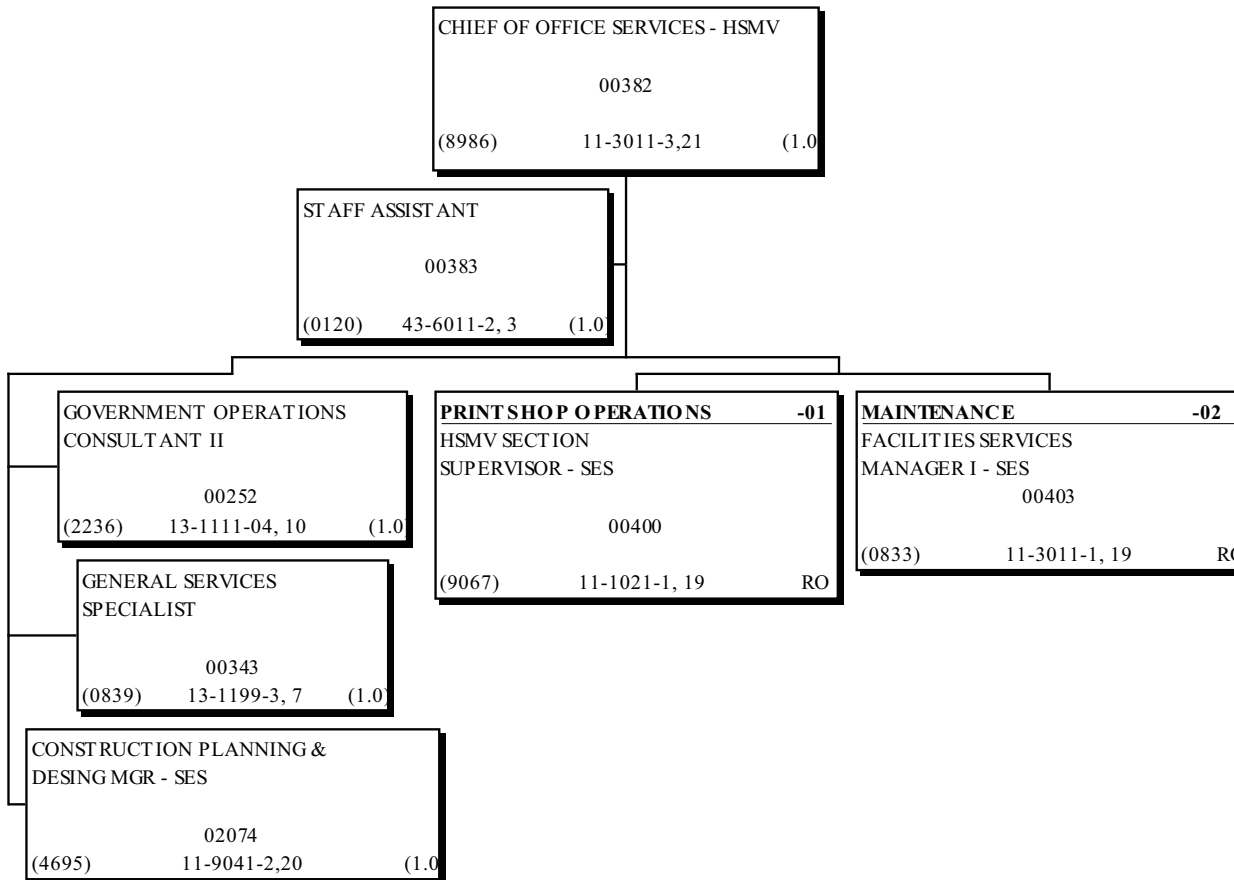
**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
DIVISION OF ADMINISTATIVE SERVICES  
BUREAU OF PURCHASING AND CONTRACTS**

DATE: 07/01/11  
 SEQUENCE: 7602-04  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 18  
 NUMBER OF FTE S: 18.0



**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
DIVISION OF ADMINISTRATIVE SERVICES  
BUREAU OF OFFICE SERVICES**

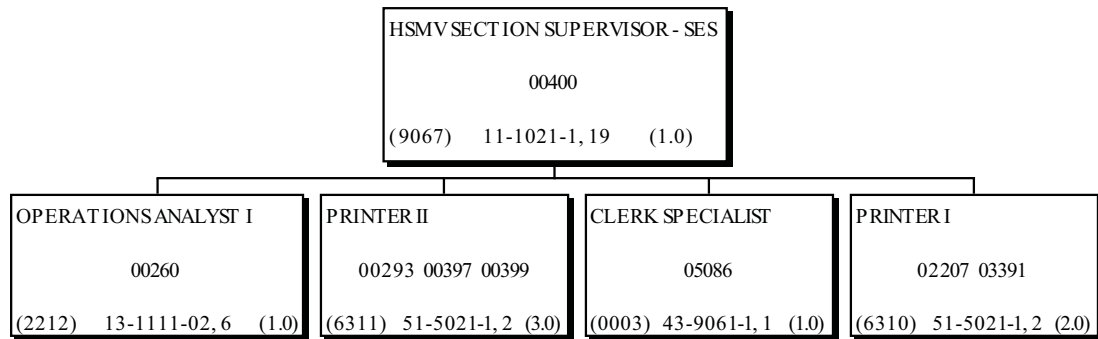
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 NUMBER OF FTES 5.0





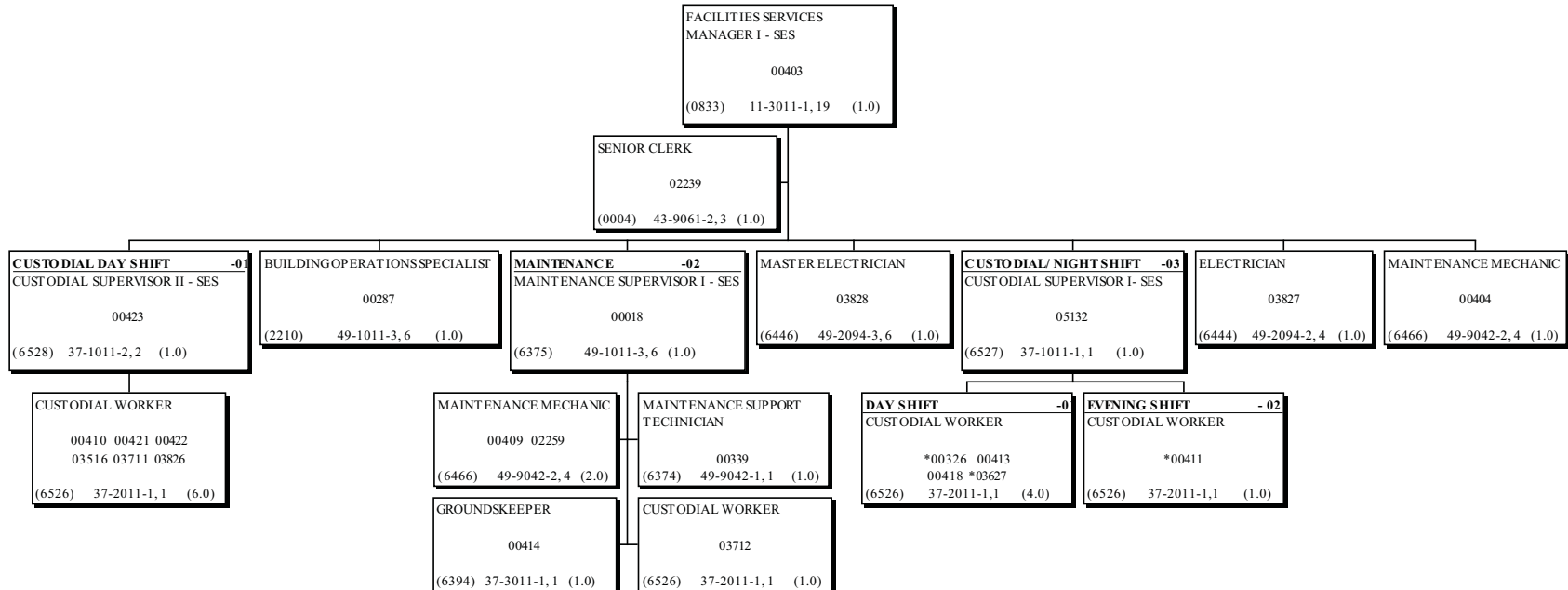
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF ADMINISTRATIVE SERVICES,  
BUREAU OF OFFICE SERVICES  
PRINT SHOP OPERATIONS**

DATE: 07/01/11  
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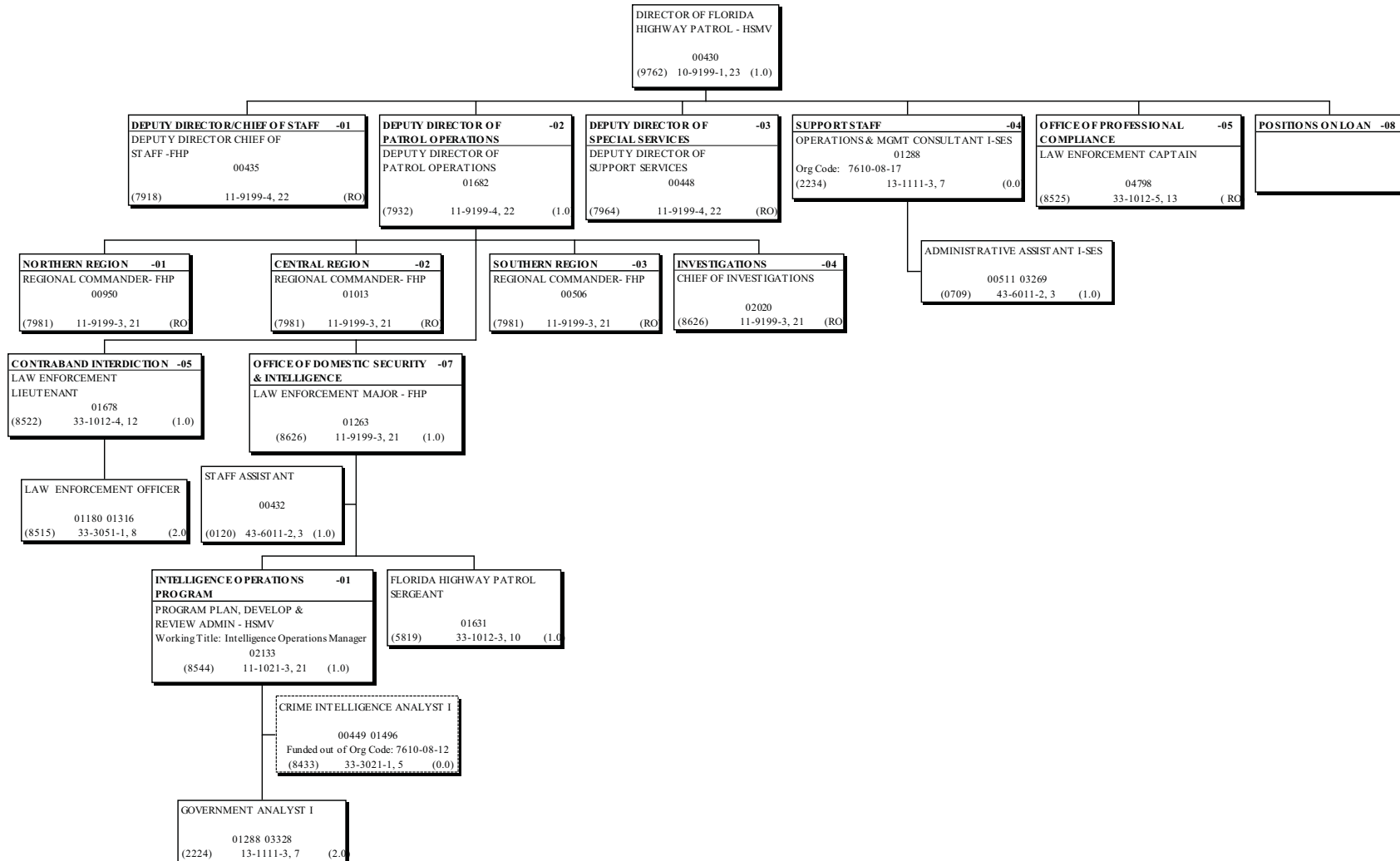
**DEPARTMENT OF HIGHWAY SAFETY & MOTOR  
VEHICLES  
DIVISION OF ADMINSTRATIVE SERVICES,  
BUREAU OF OFFICE SERVICES  
-MAINTENANCE-**

DATE: 05/20/11  
SEQUENCE: 7602-06-02  
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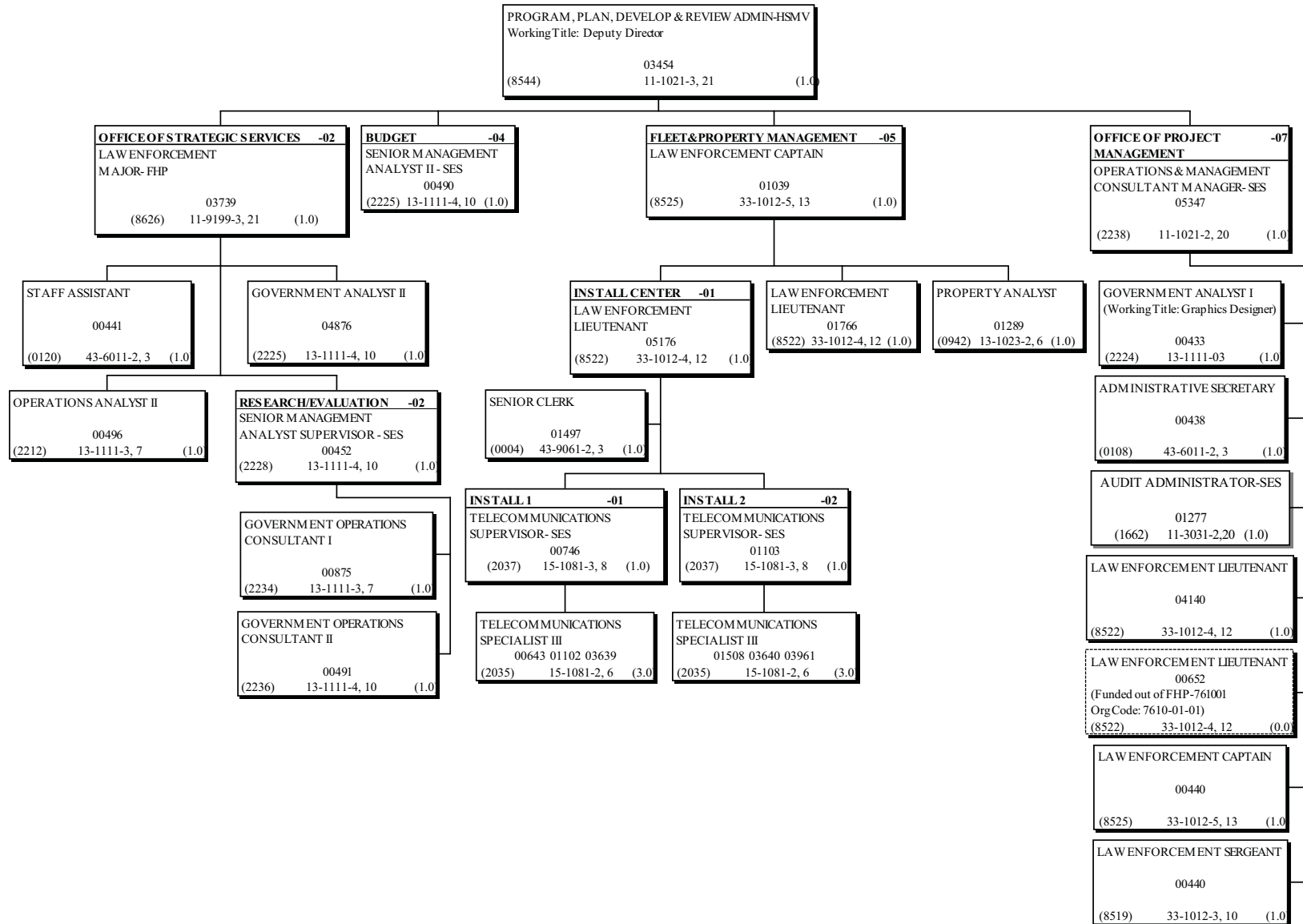
**DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
DIVISION OF FLORIDA HIGHWAY PATROL  
OFFICE OF THE DIRECTOR**

DATE: 07/22/11  
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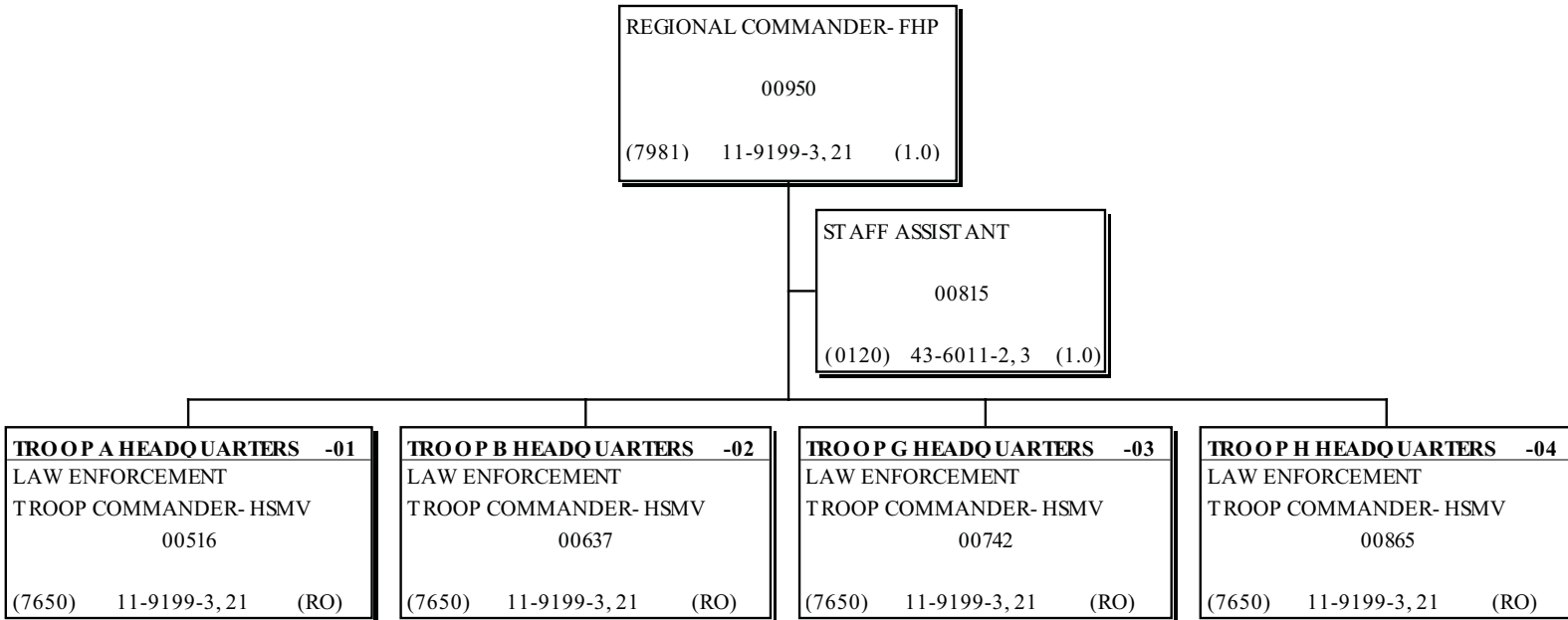
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
DIVISION OF FLORIDA HIGHWAY PATROL  
DEPUTY DIRECTOR CHIEF OF STAFF**

DATE: 07/01/11  
SEQUENCE: 7610-01  
OWP:  
NUMBER OF POSITIONS: 29  
NUMBER OF FTE'S: 29.0



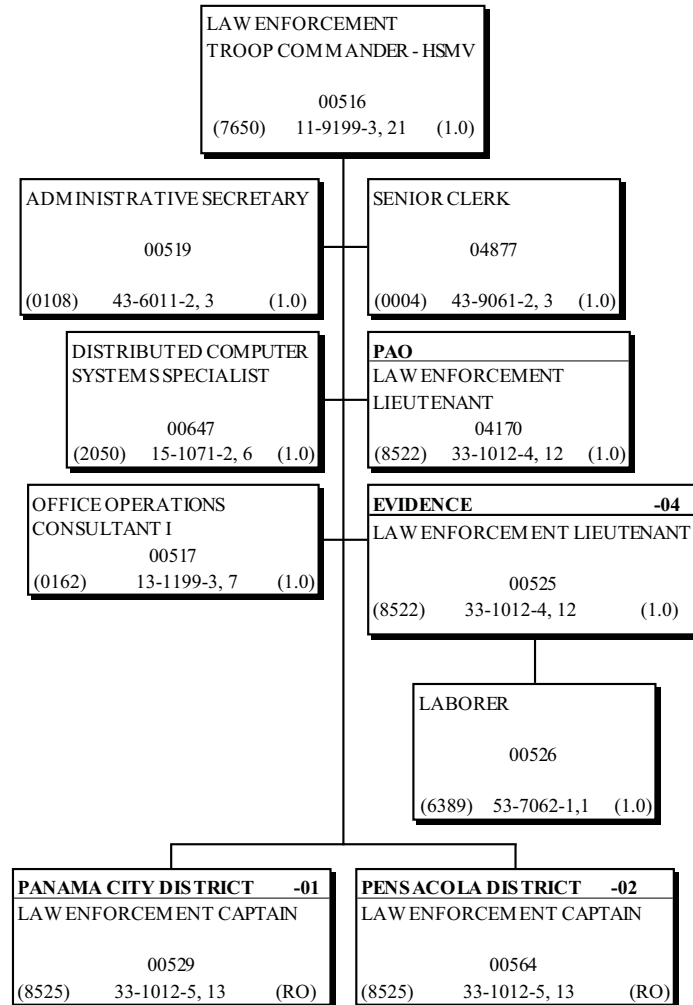
**DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS, NORTHERN REGION**

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 SEQUENCE: 7610-02-01  
 OED: \_\_\_\_\_  
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 NUMBER OF FTE'S: 2.0



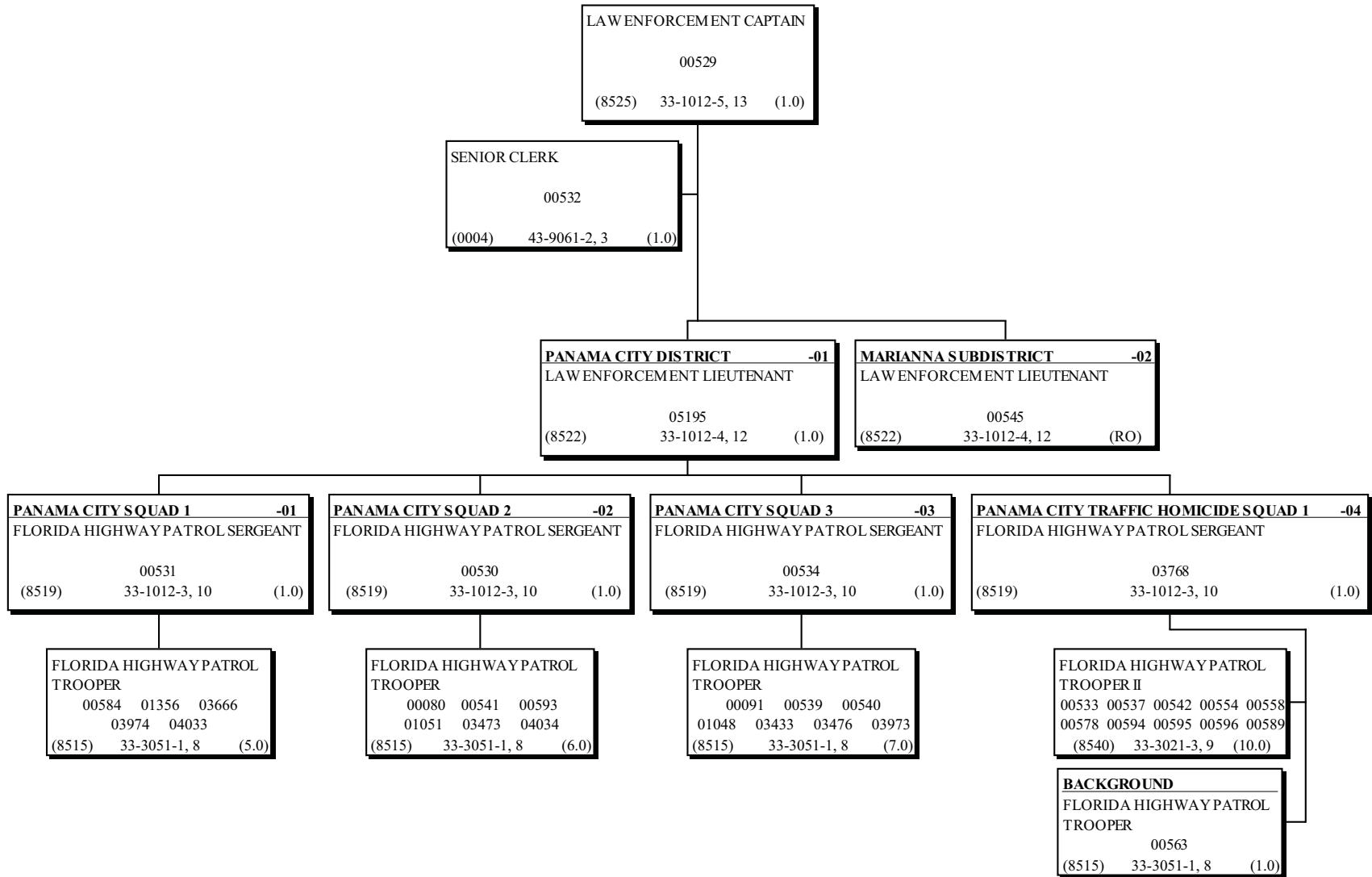
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP A / PANAMA CITY HEADQUARTERS**

DATE: 07/01/11  
 SEQUENCE: 7610-02-01-01  
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 NUMBER OF FTE'S: 8.0



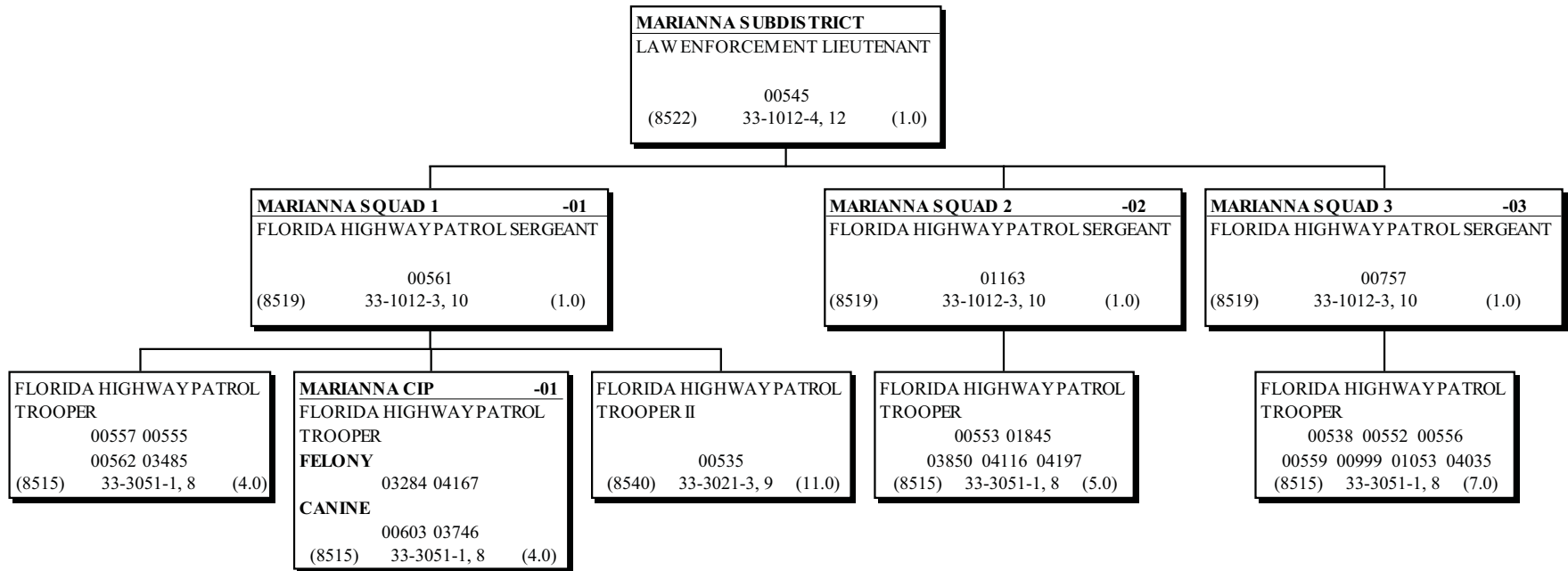
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP A / PANAMA CITY DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-01-01-01  
 OED:  
 NUMBER OF POSITIONS: 36  
 NUMBER OF FTES: 36.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL,  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP A / PANAMA CITY DISTRICT, MARIANNA SUBDISTRICT**

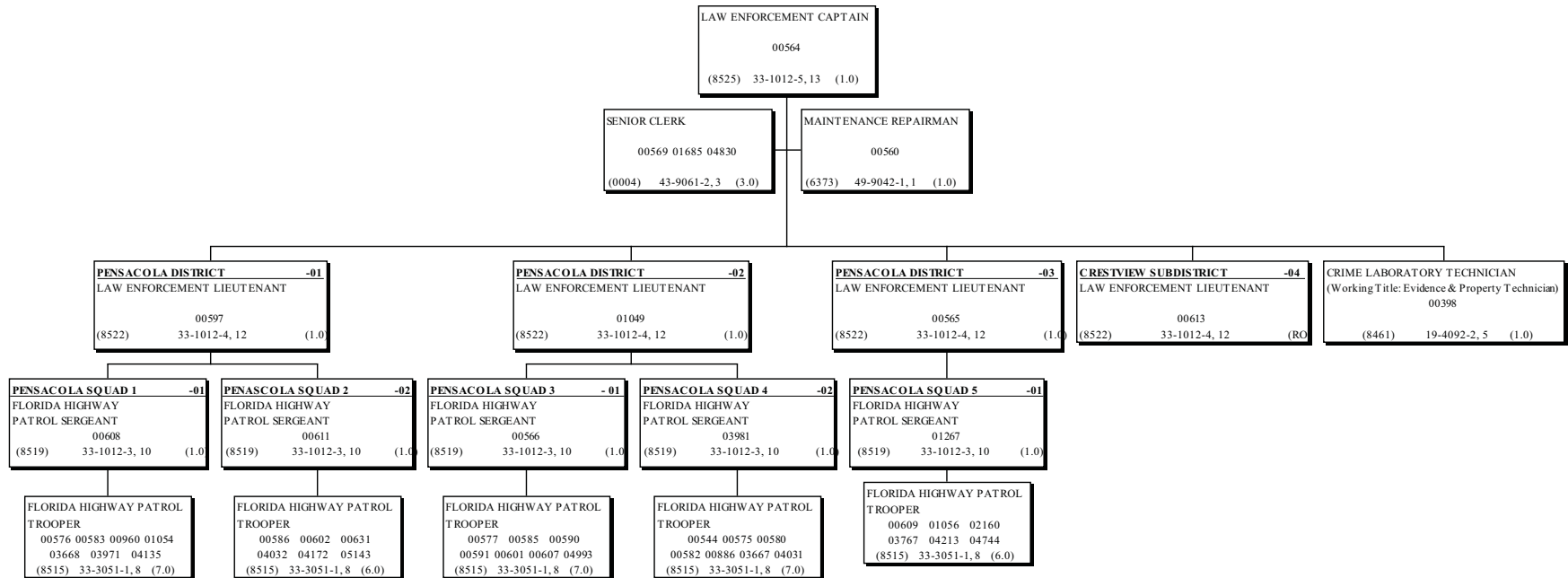
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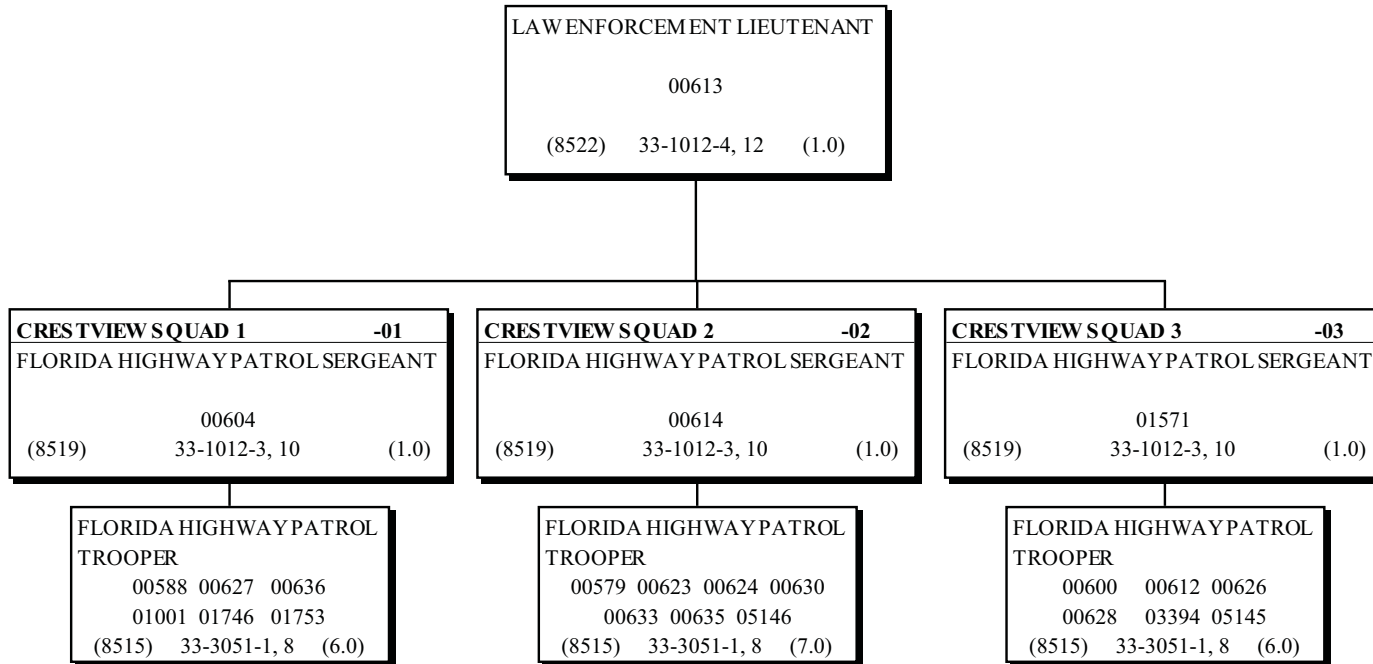
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP A / PENSACOLA DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-01-01-02  
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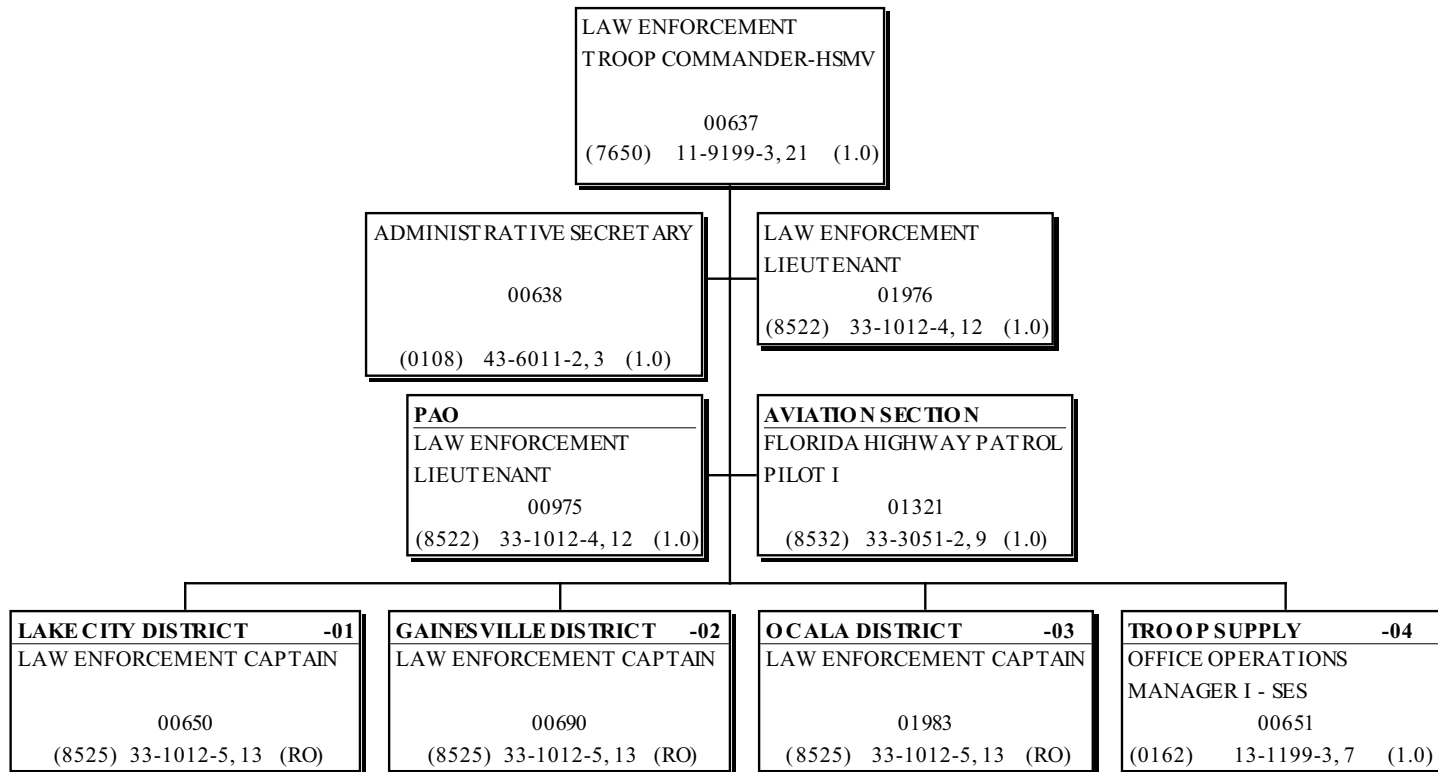
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP A / PENSACOLA DISTRICT/CRESTVIEW SUBDISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-01-01-02-04  
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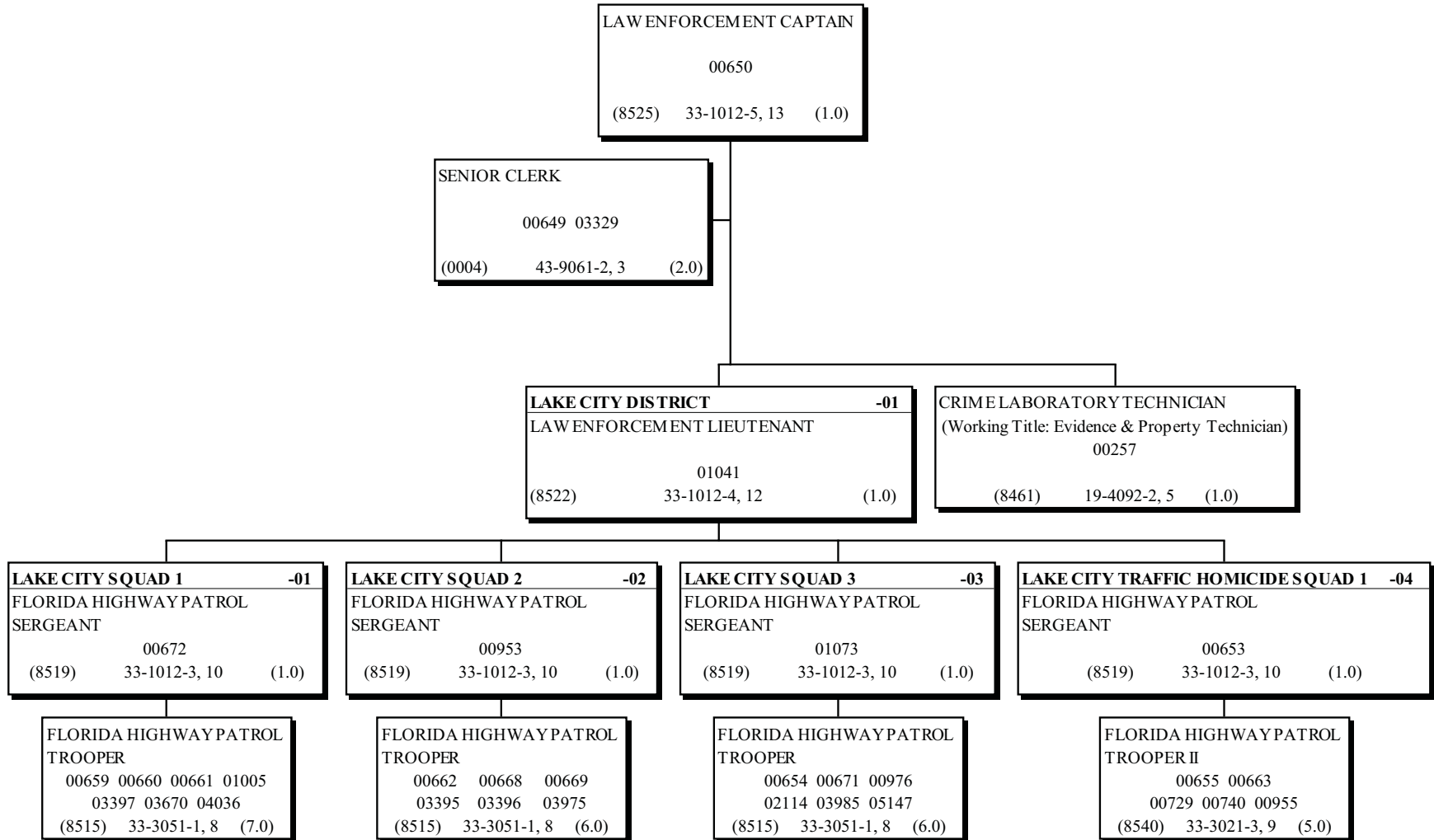
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP B / LAKE CITY HEADQUARTERS**

DATE: 03/04/11  
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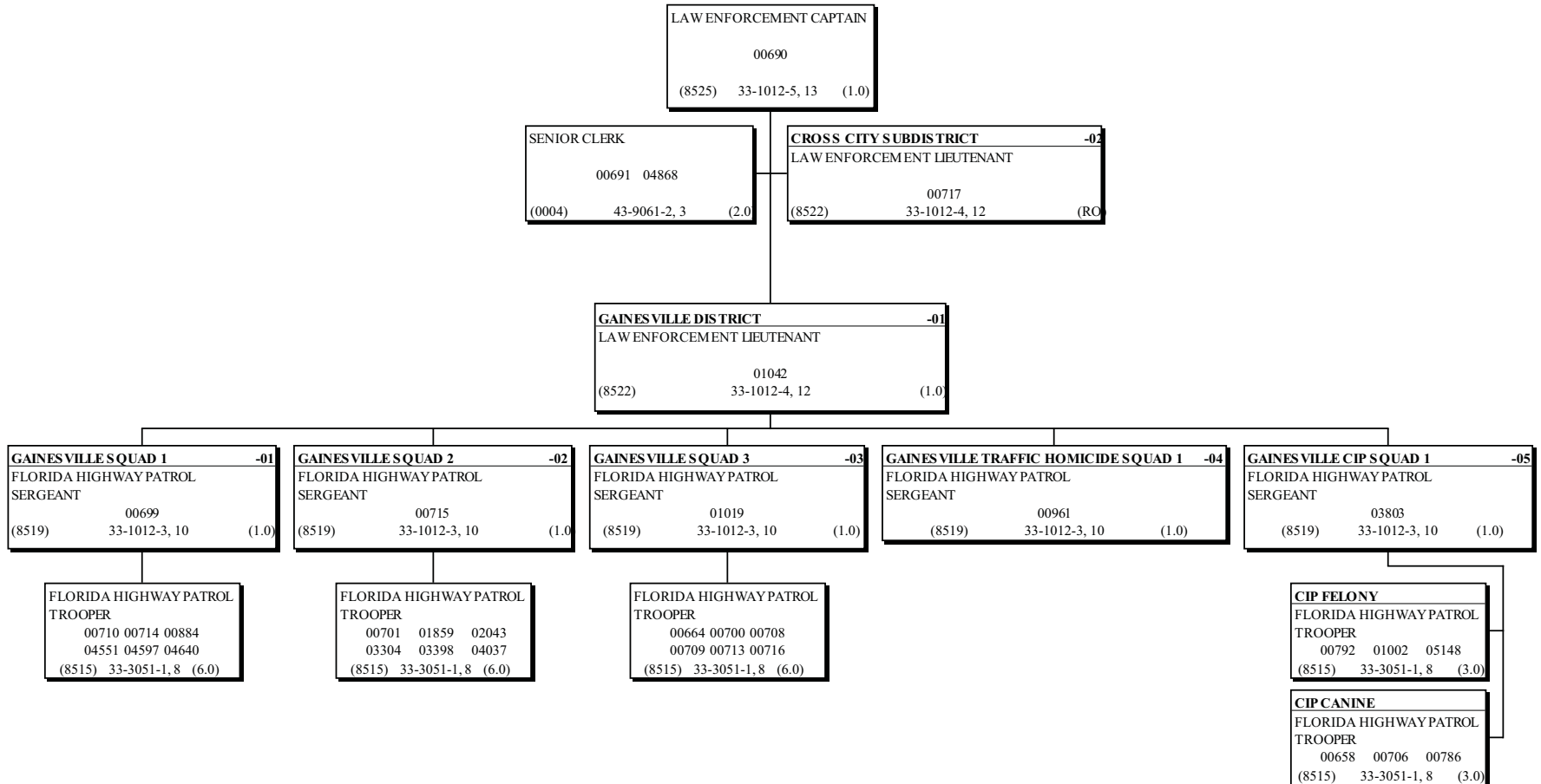
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP B / LAKE CITY DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-01-02-01  
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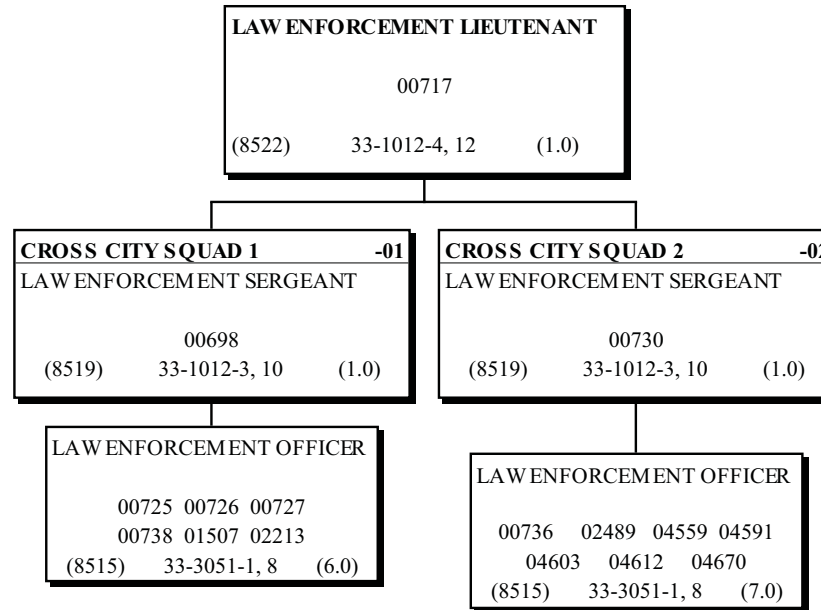
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP B / GAINESVILLE DISTRICT**

DATE: 07/01/11  
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 OED: \_\_\_\_\_  
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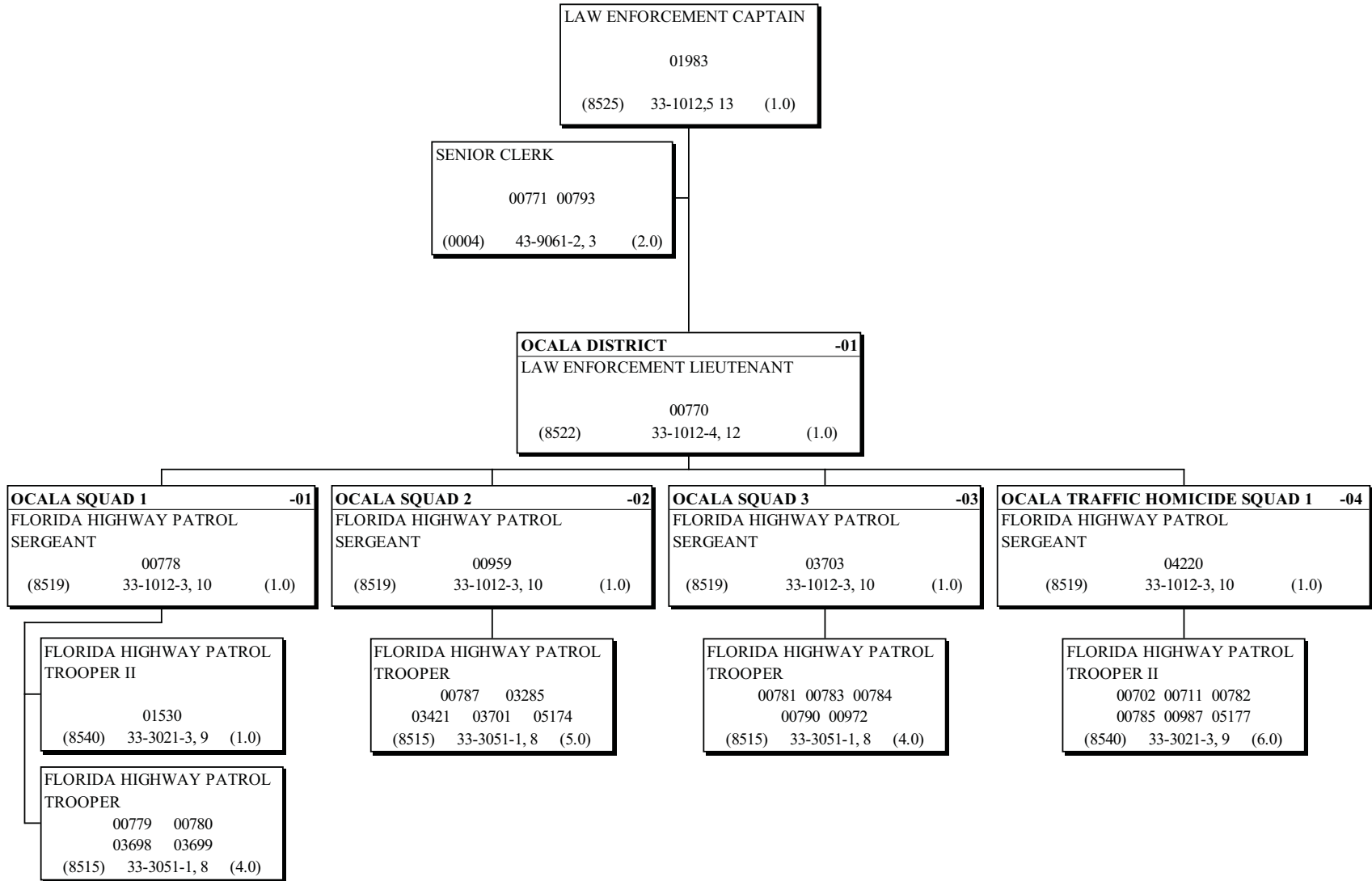
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES**  
**DIVISION OF FLORIDA HIGHWAY PATROL,**  
**PATROL OPERATIONS COMMAND, NORTHERN REGION**  
**TROOP B / GAINESVILLE DISTRICT, CROSS CITY SUBDISTRICT**

DATE: 07/01/11  
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 OED: \_\_\_\_\_  
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 NUMBER OF fte'S: 16.0



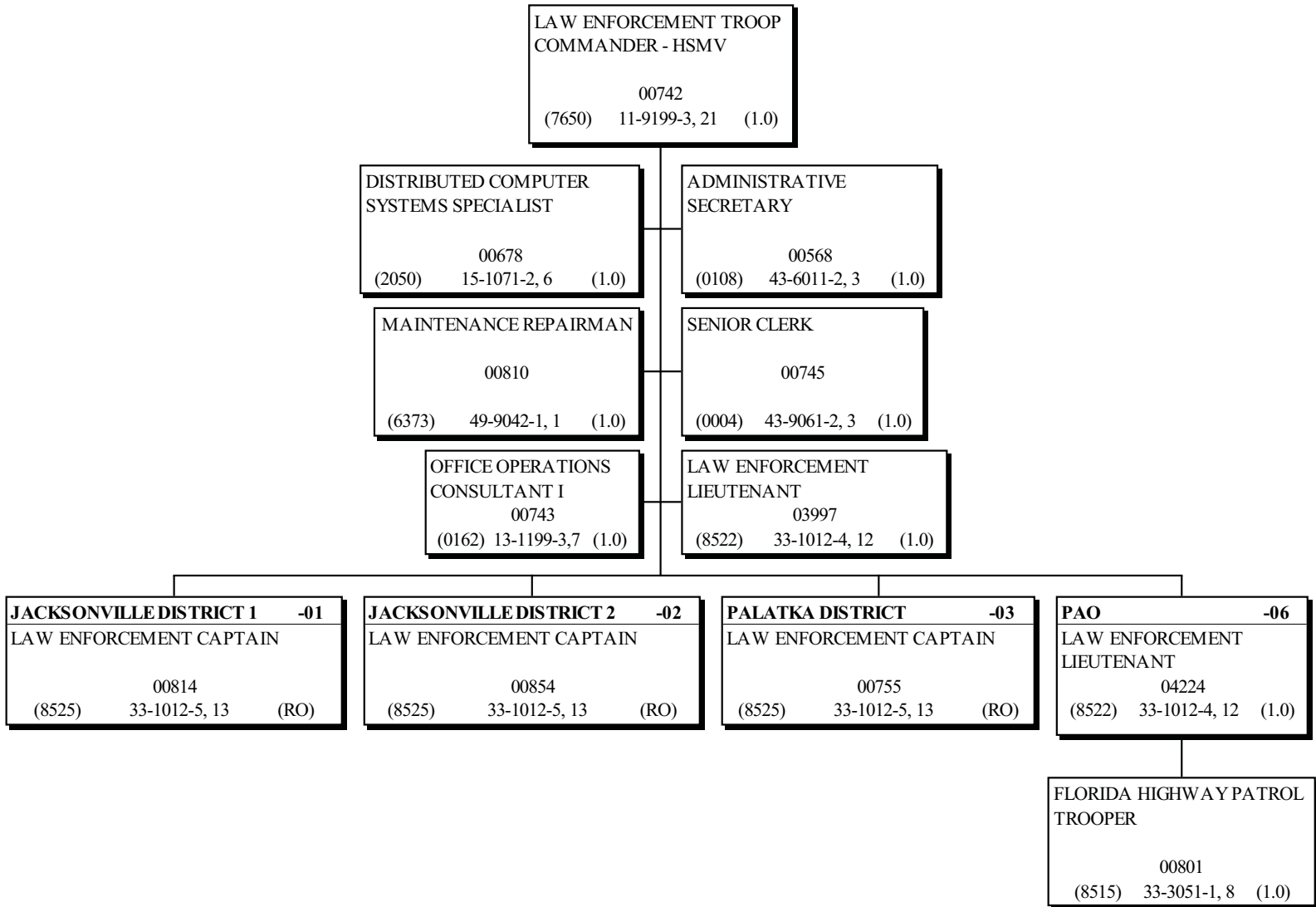
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP B / OCALA DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-01-02-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 29  
 NUMBER OF fte's: 29.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP G / JACKSONVILLE HEADQUARTERS**

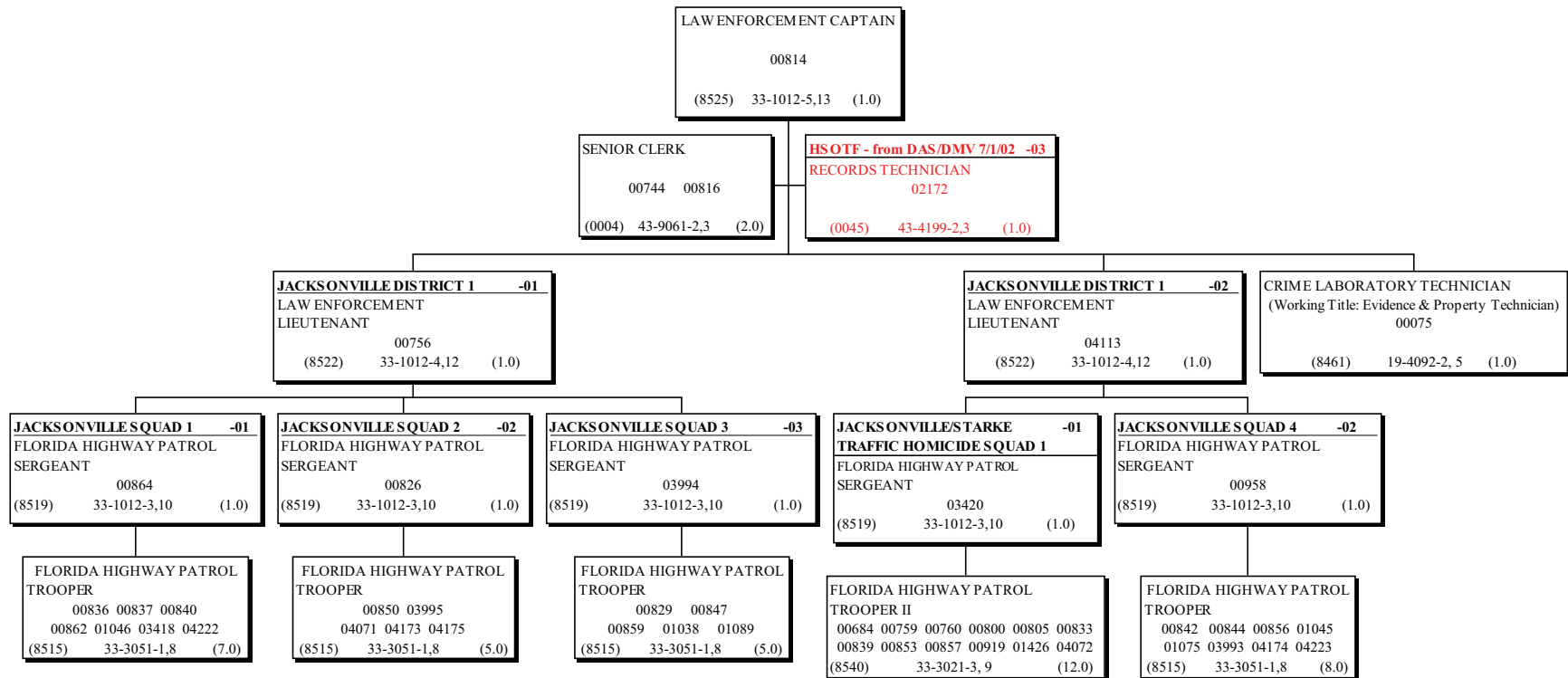
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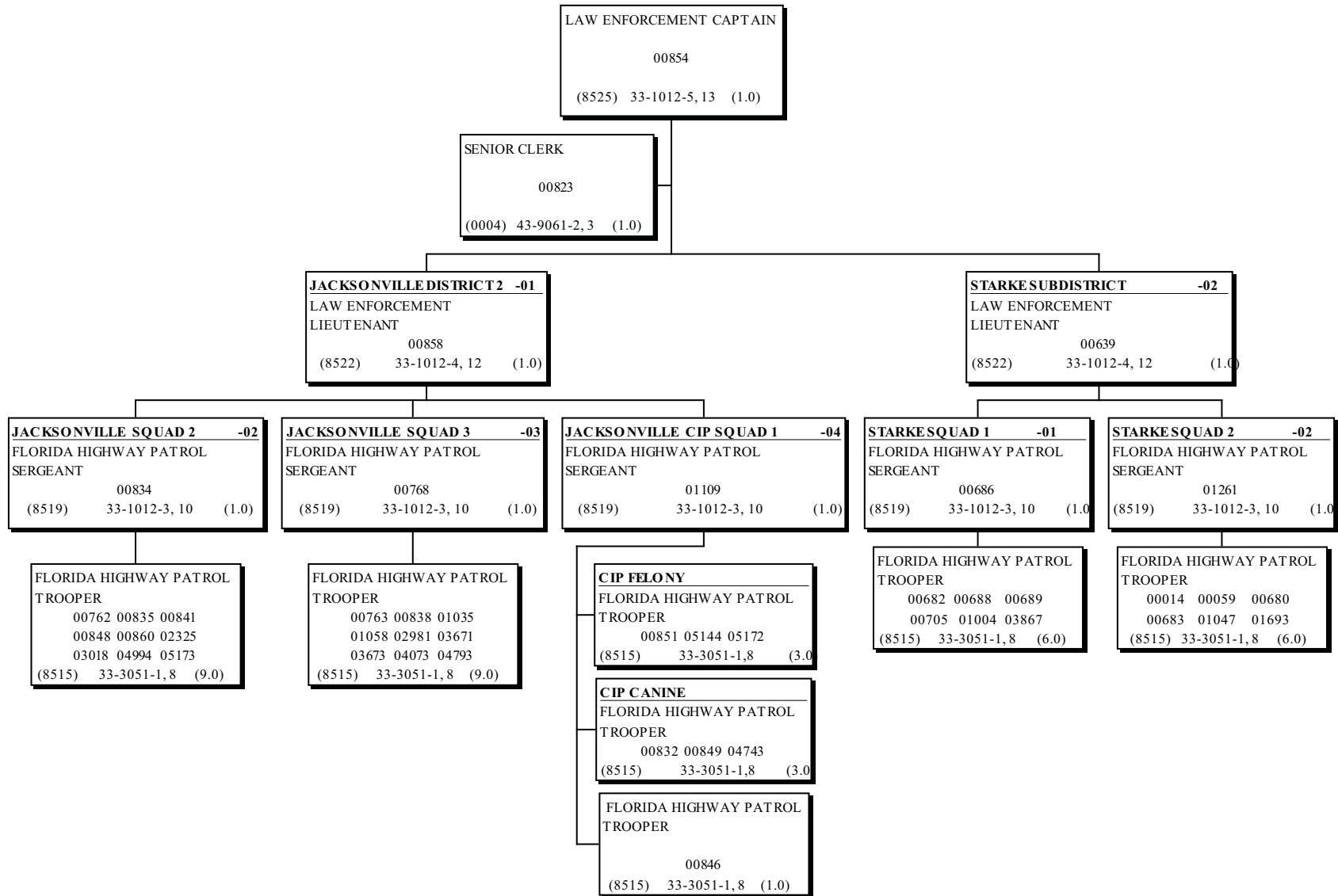
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP G / JACKSONVILLE DISTRICT 1 (DUVAL/NASSAU  
 COUNTIES)**

DATE: 07/01/11  
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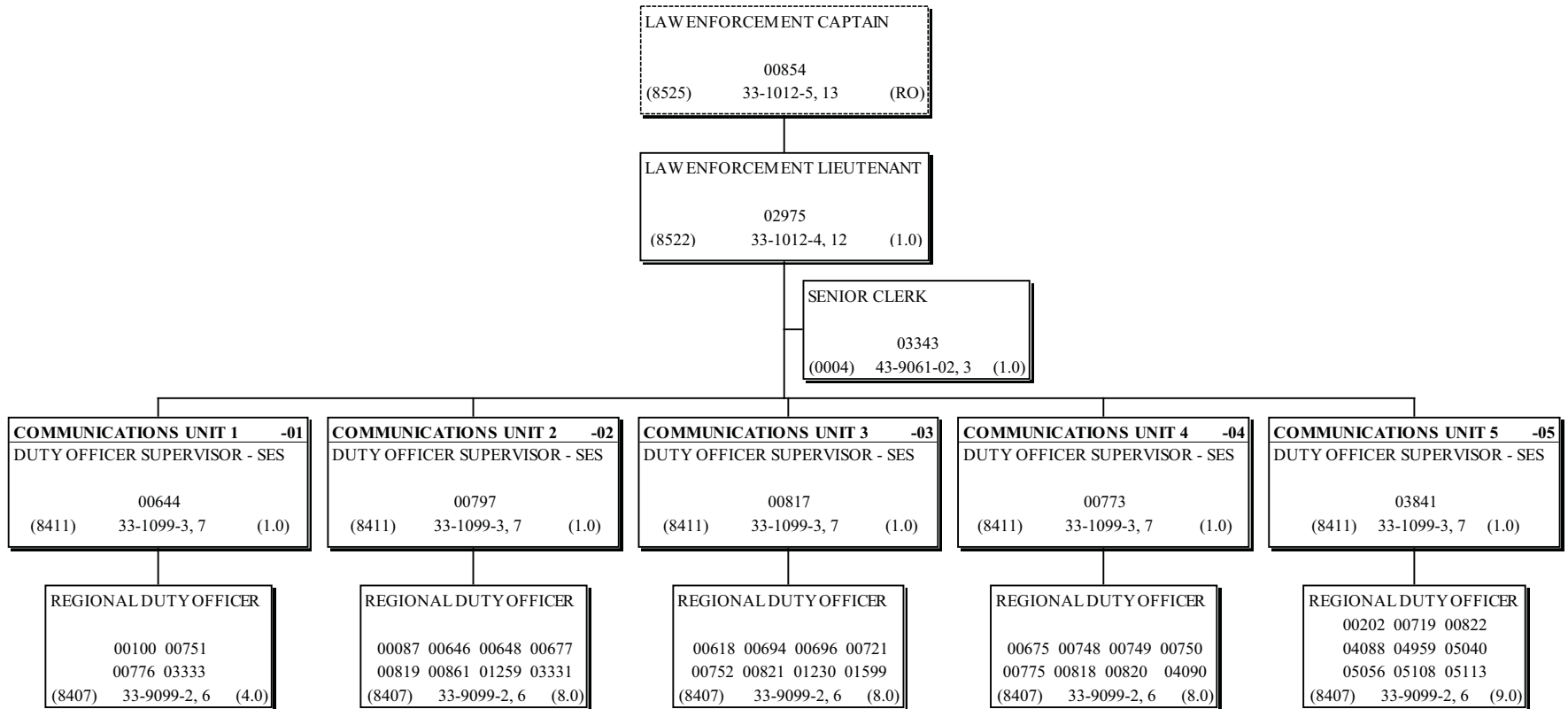
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP G / JACKSONVILLE DISTRICT-2 (DUVAL/CLAY COUNTIES)**

DATE: 07/01/11  
 SEQUENCE: 7610-02-01-03-02  
 OED: \_\_\_\_\_  
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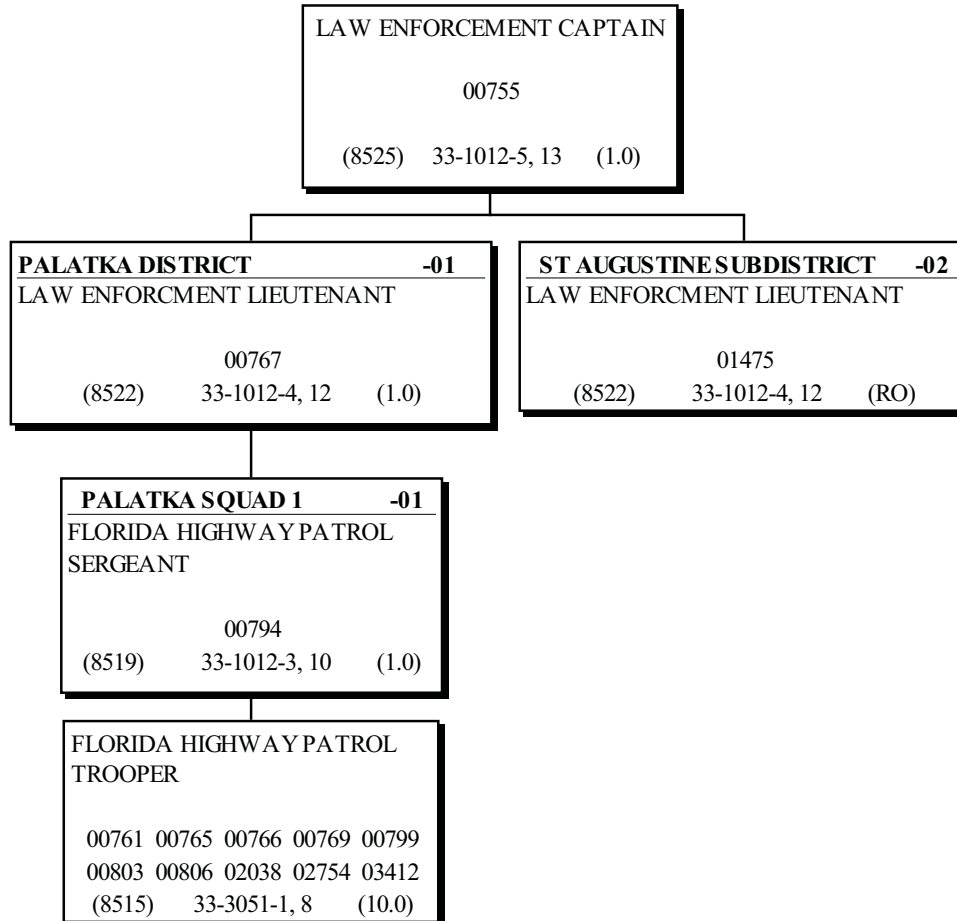
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP G / JACKSONVILLE COMMUNICATIONS CENTER**

DATE: 03/07/11  
 SEQUENCE: 7610-02-01-03-02-03  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 44  
 NUMBER OF FTE'S: 44.0



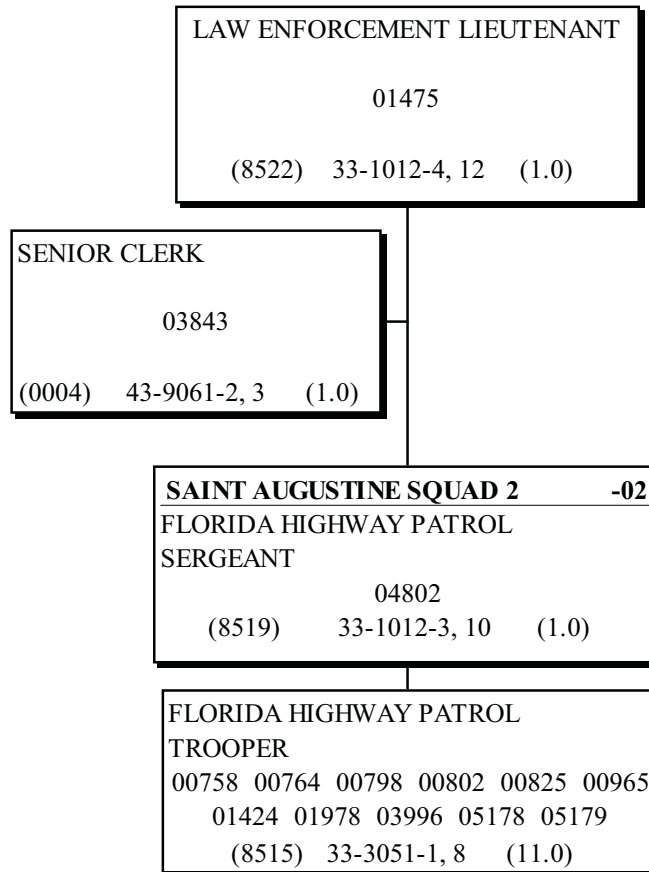
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP G / PALATKA DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-01-03-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 13  
 NUMBER OF FTE'S: 13.0



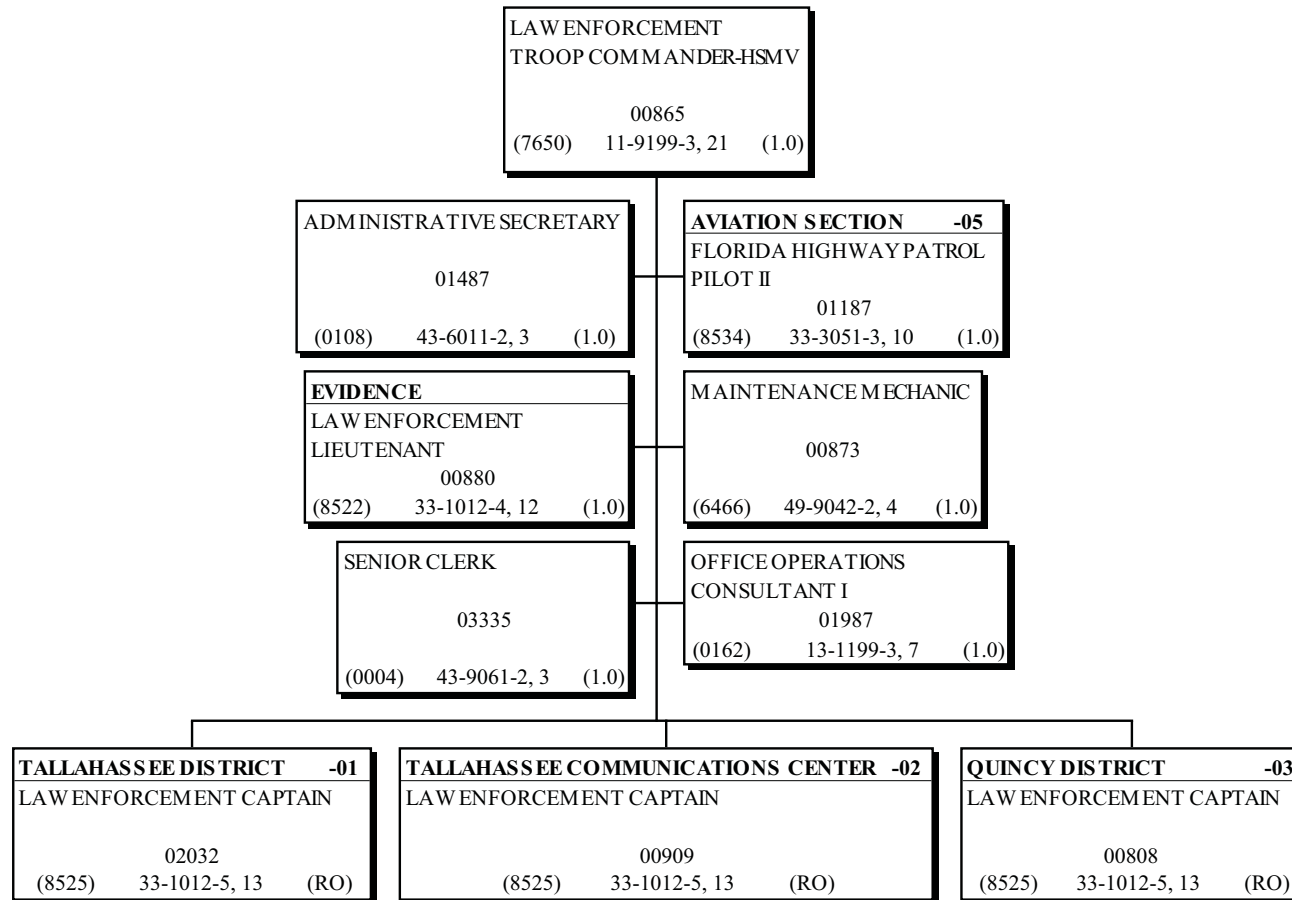
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP G / ST. AUGUSTINE SUBDISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-01-03-03-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 14  
 NUMBER OF FTE'S: 14.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP H / TALLHASSEE HEADQUARTERS**

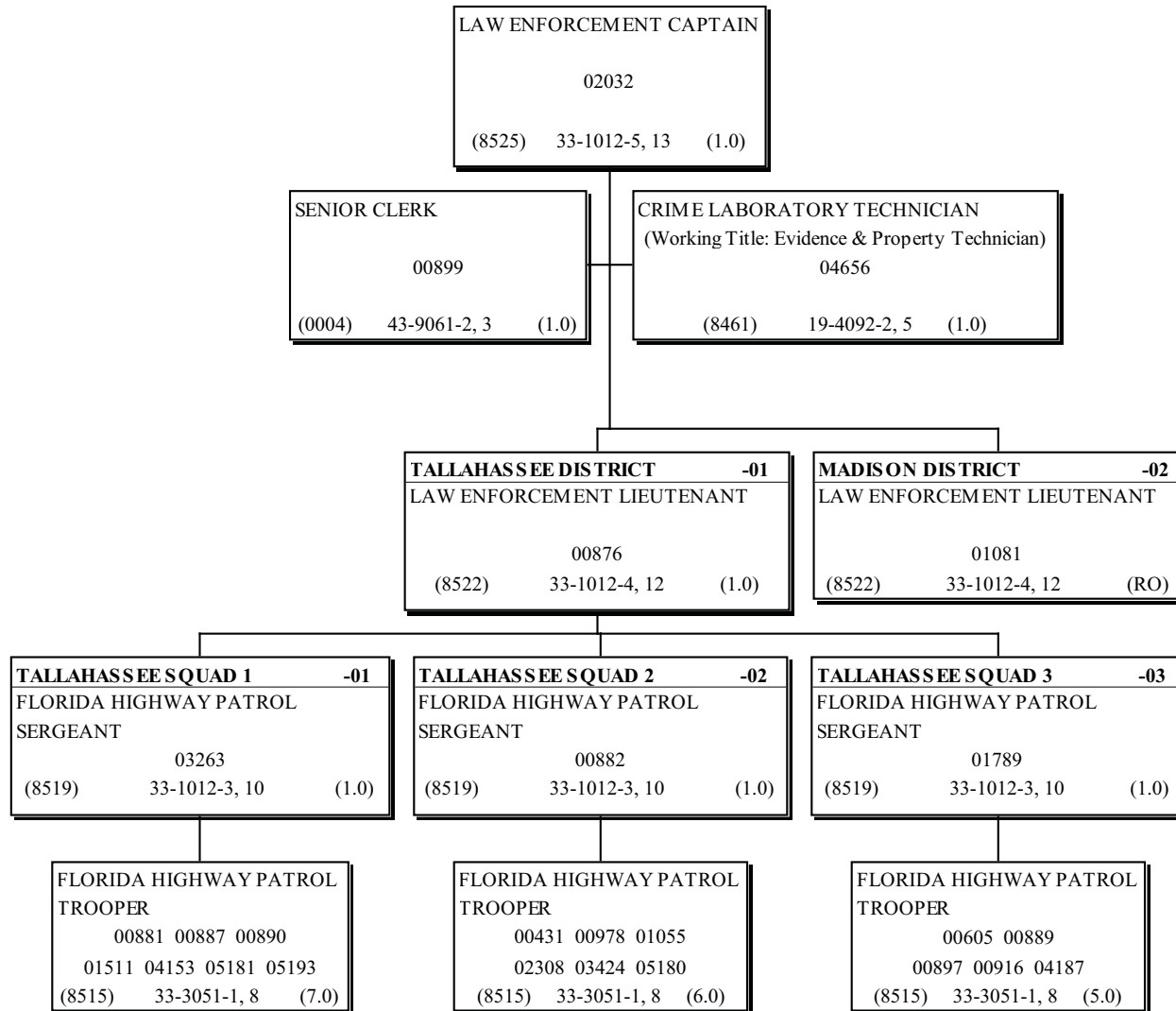
DATE: 07/01/11  
 SEQUENCE: 7610-02-01-04  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 7  
 NUMBER OF FTE'S: 7.0



# = .50 FTE

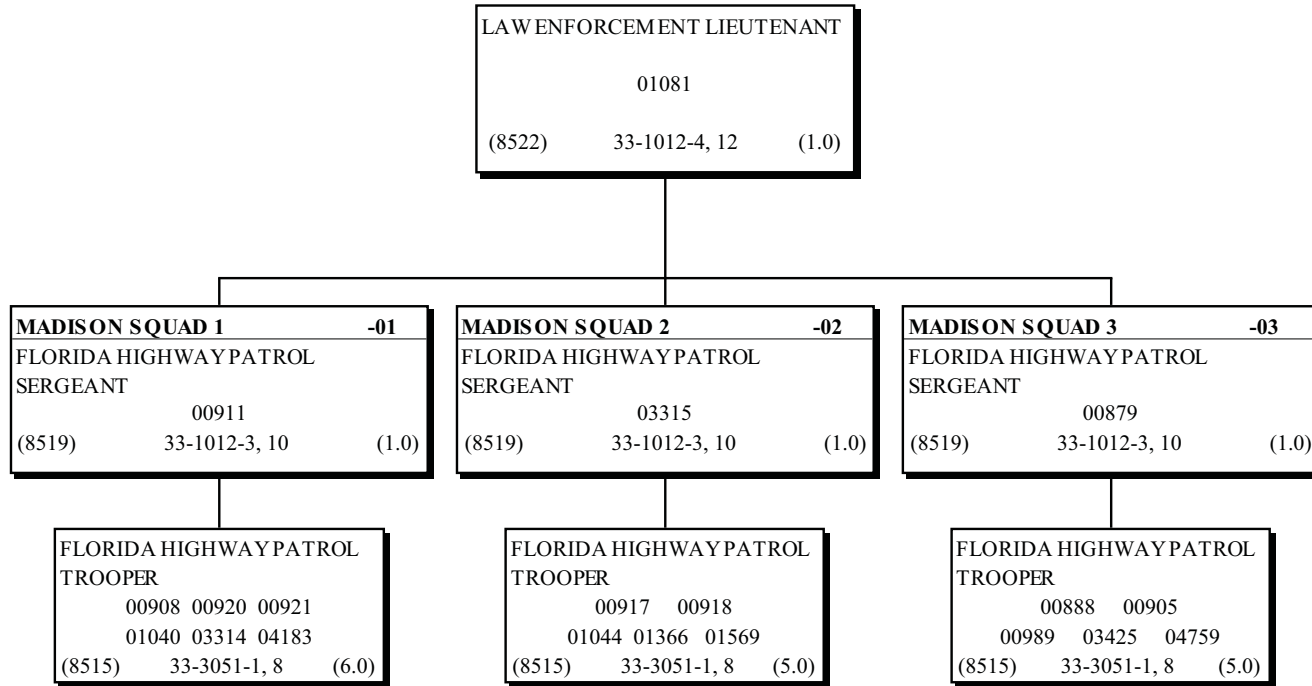
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP H / TALLAHASSEE DISTRICT**

DATE: 11/19/10  
 SEQUENCE: 7610-02-01-04-01  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 25  
 NUMBER OF FTE'S: 25.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP H / TALLAHASSEE DISTRICT / MADISON SUBDISTRICT**

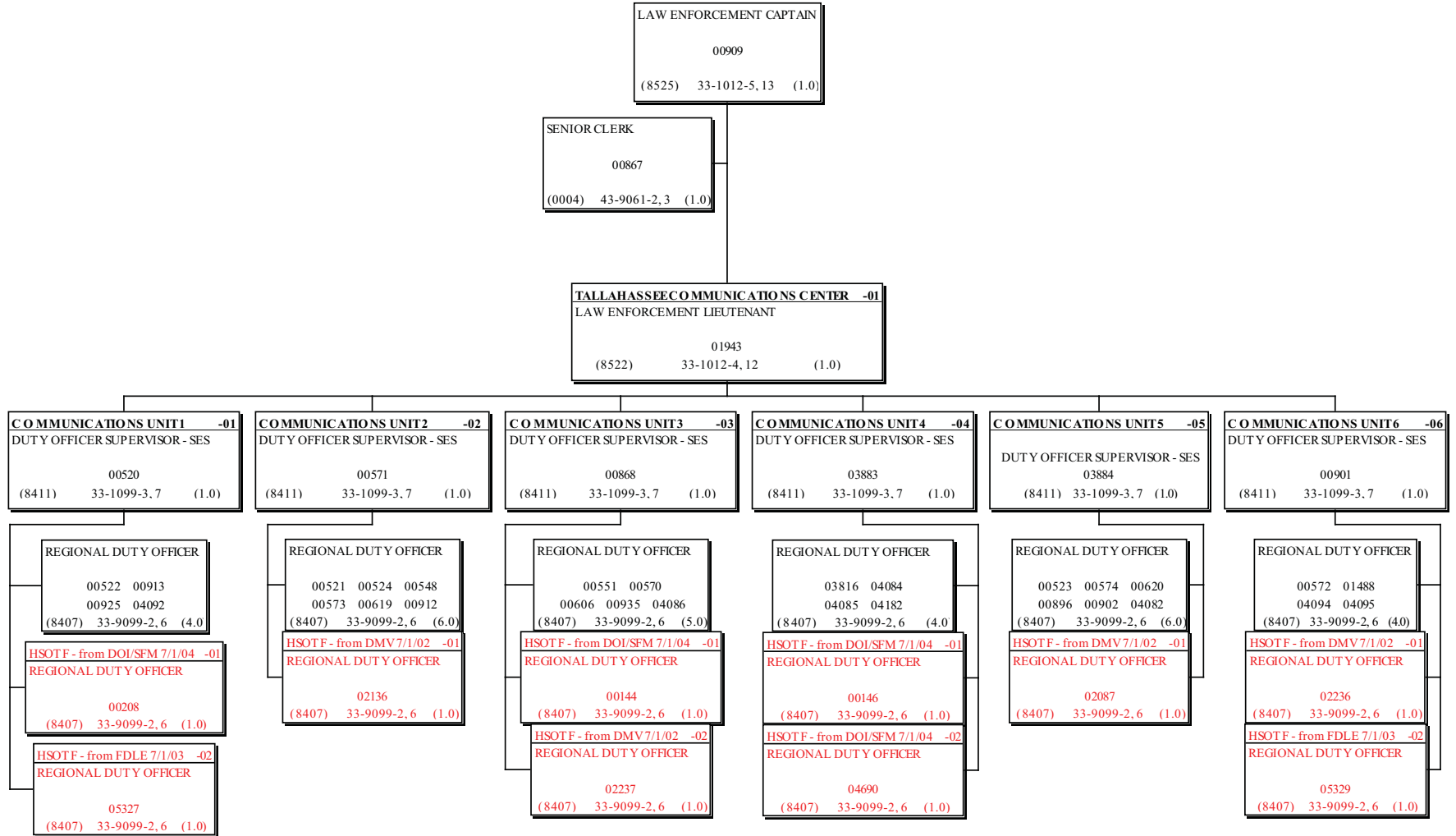
DATE: 07/01/11  
 SEQUENCE: 7610-02-01-04-01-02  
 OED:  
 NUMBER OF POSITIONS: 20  
 NUMBER OF FTE'S: 20.0





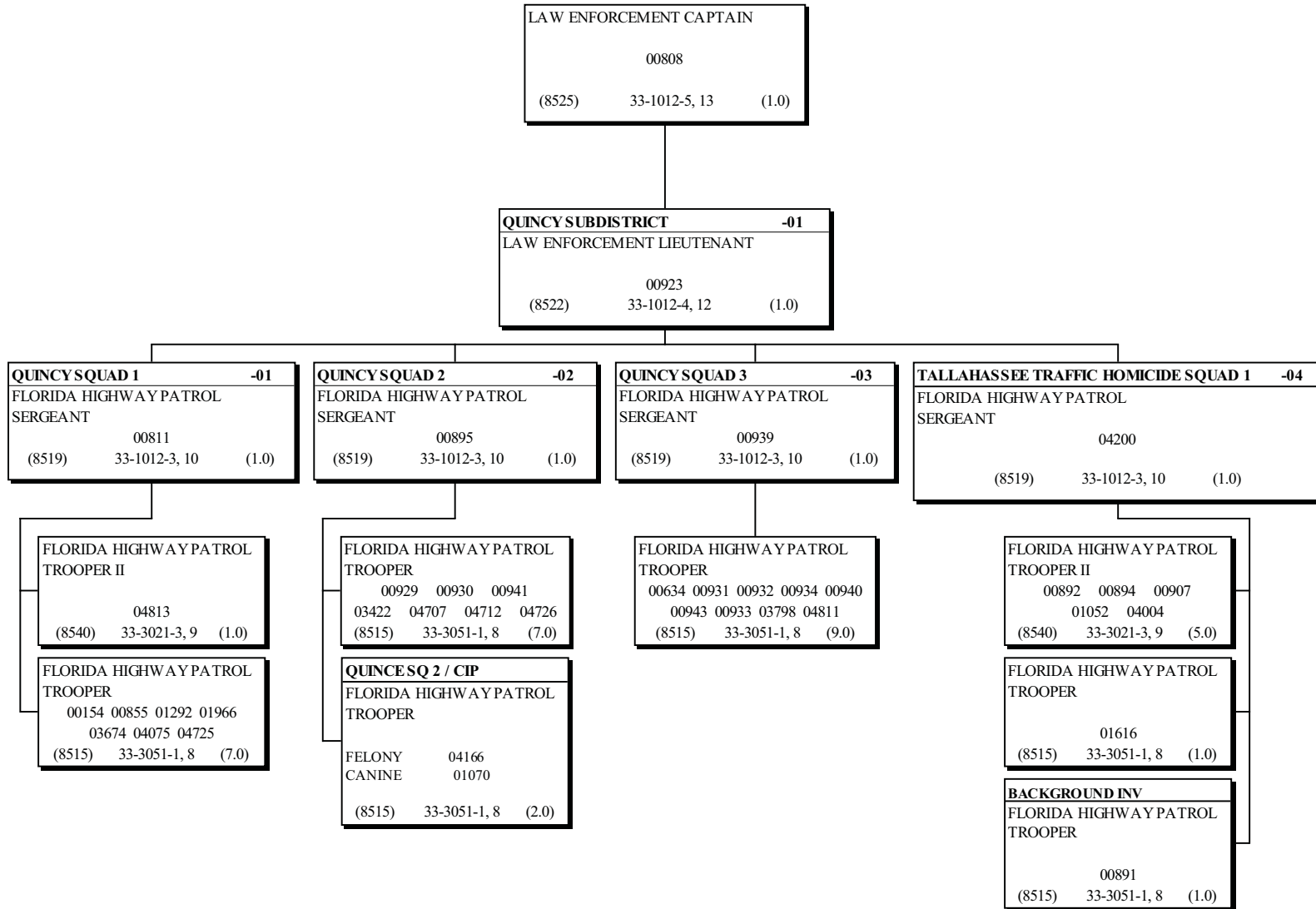
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP H / TALLHASSEE COMMUNICATIONS CENTER (TRCC)**

DATE: 06/01/09  
 SEQUENCE: 7610-02-01-04-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 48  
 NUMBER OF FTE'S: 48.0



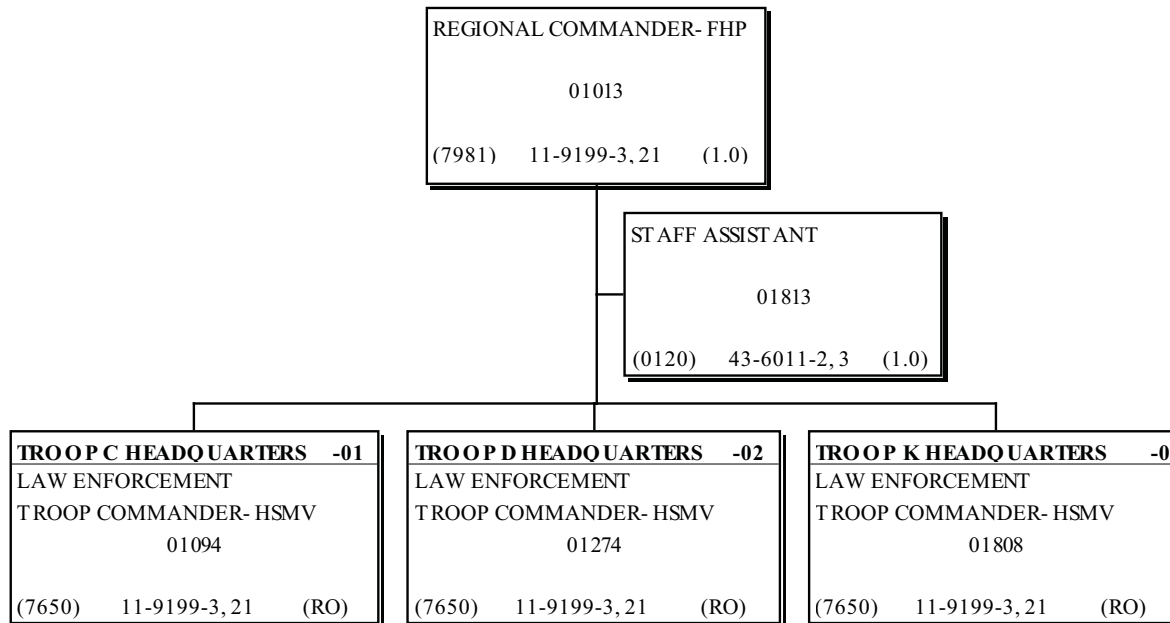
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL,  
 PATROL OPERATIONS COMMAND, NORTHERN REGION  
 TROOP H / TALLAHASSEE DISTRICT/QUINCY SUBDISTRICT**

DATE: 07/08/11  
 SEQUENCE: 7610-02-01-04-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 39  
 NUMBER OF FTE'S: 39.0



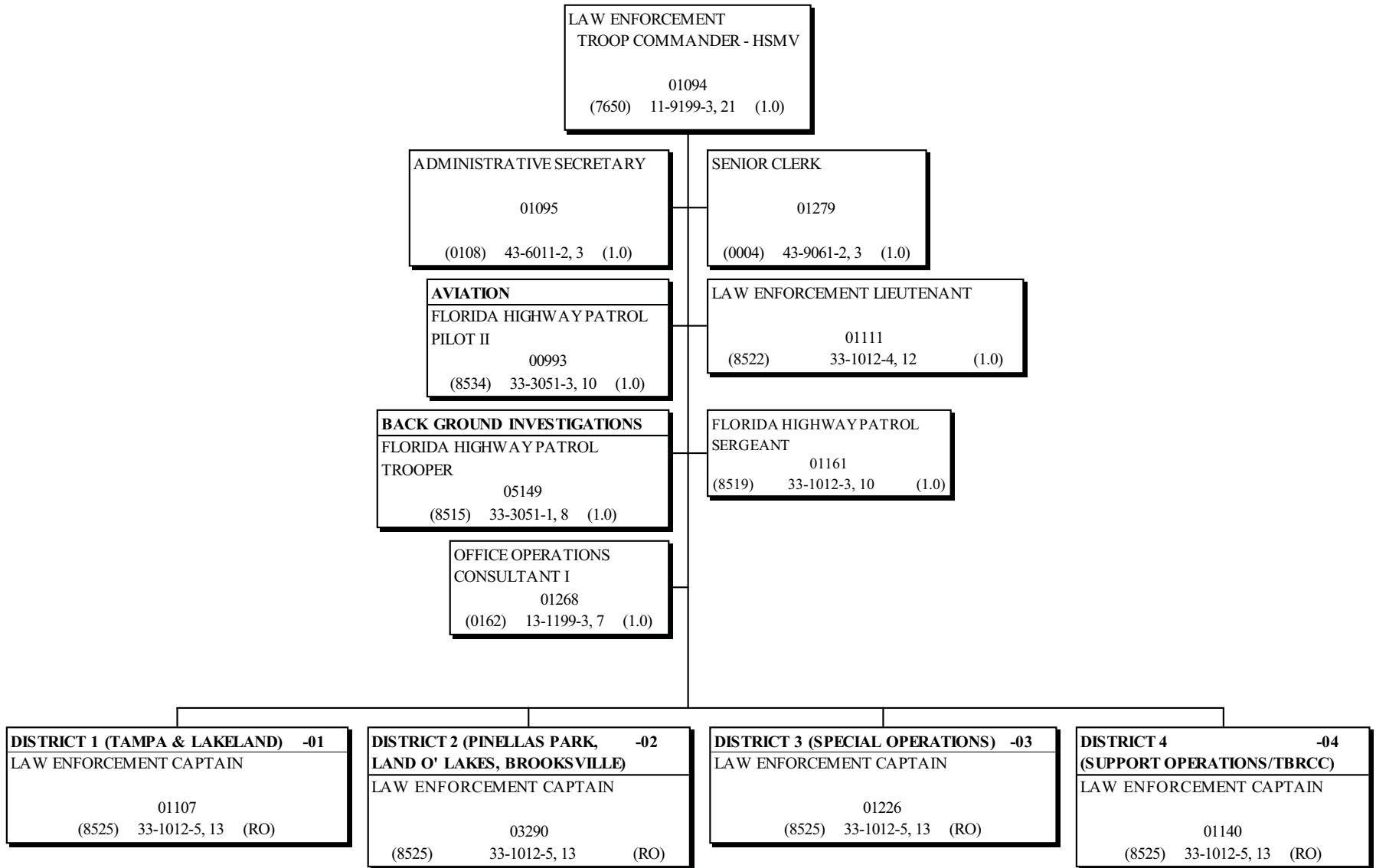
**DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS, CENTRAL REGION**

DATE: 09/01/09  
 SEQUENCE: 7610-02-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 2  
 NUMBER OF FTE'S: 2.0



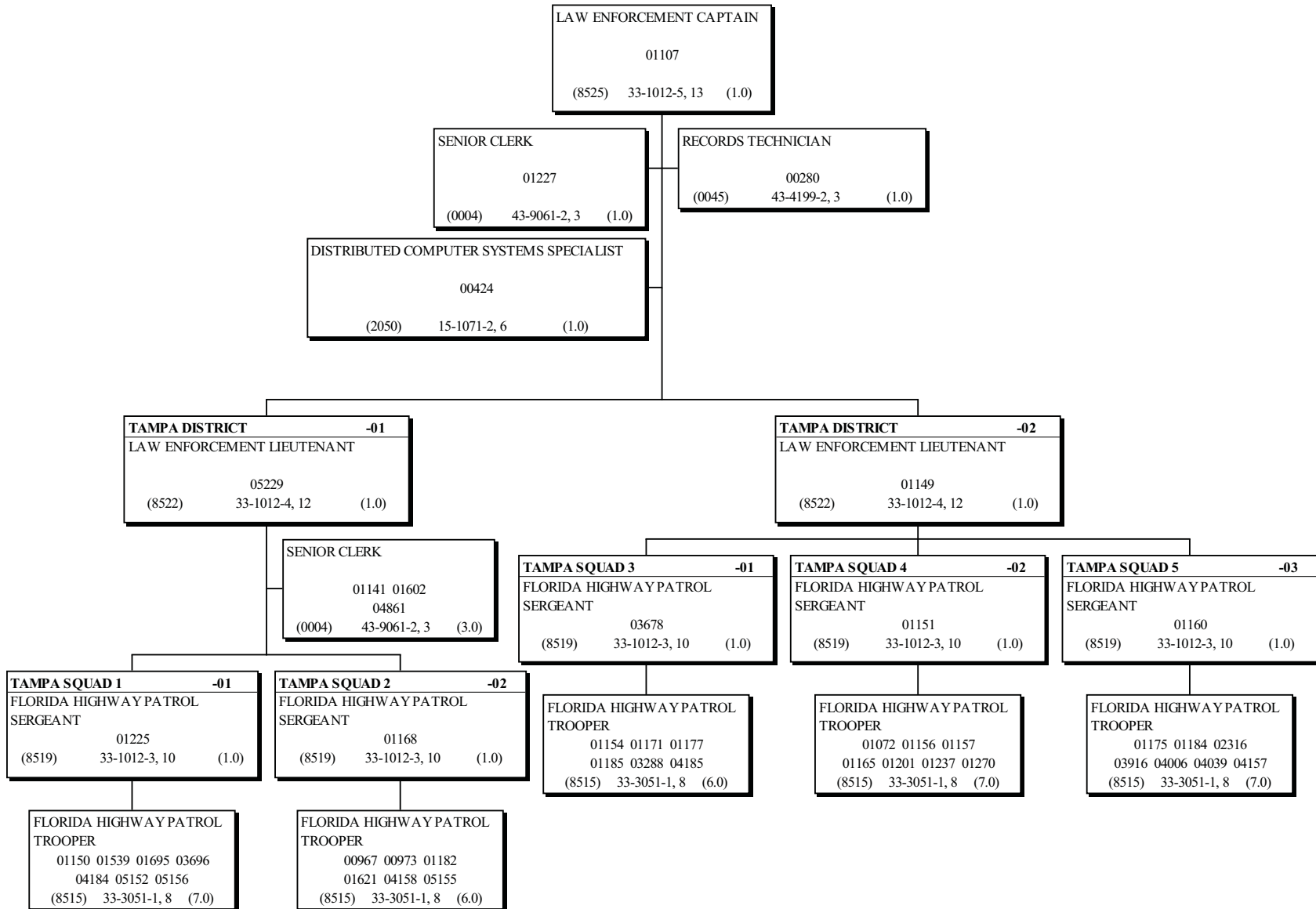
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP C / TAMPA HEADQUARTERS**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 8  
 NUMBER OF FTE'S: 8.0



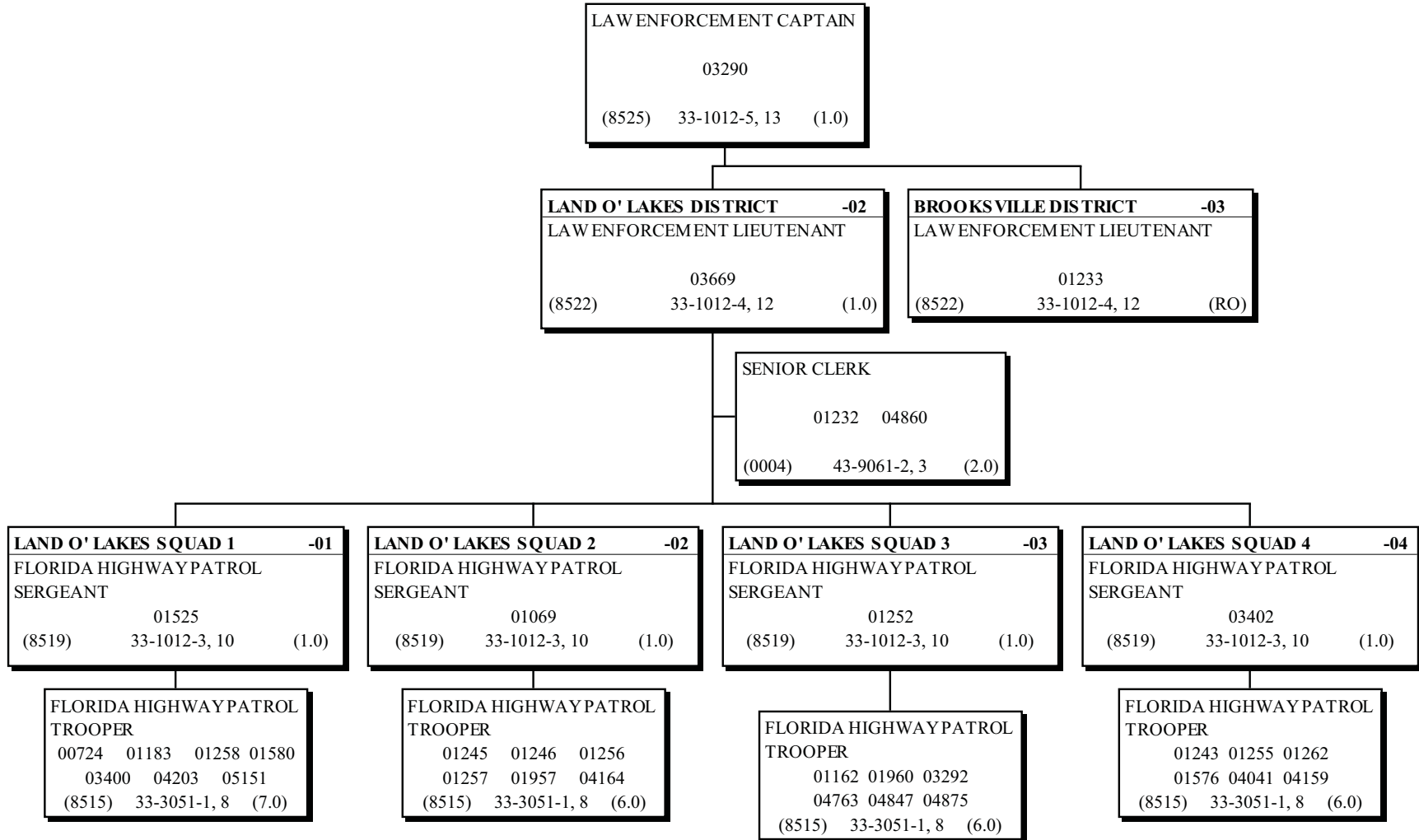
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP C, DISTRICT I (TAMPA)**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-01-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 47  
 NUMBER OF FTE'S: 47.0



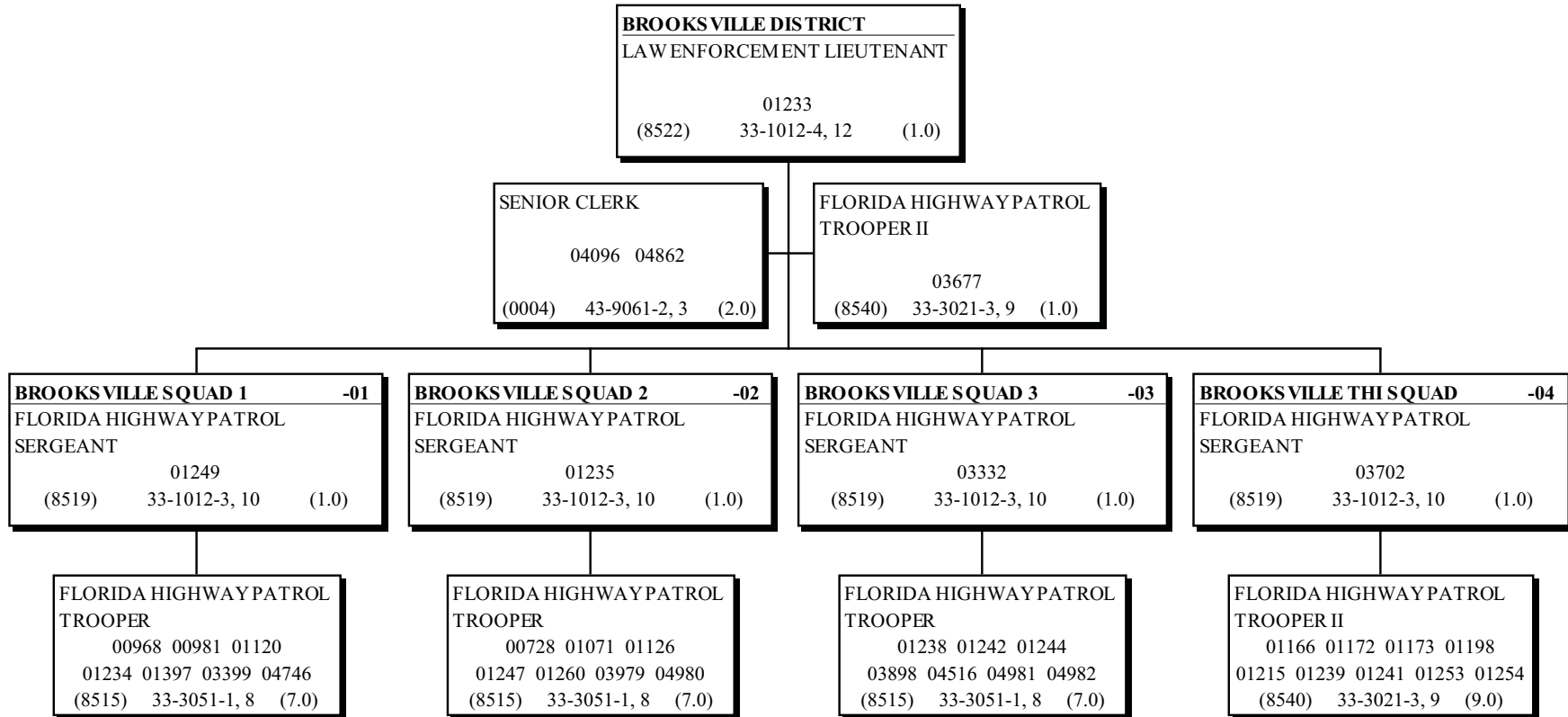
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP C / DISTRICT 2 (LAND O' LAKES, BROOKSVILLE)**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-01-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 33  
 NUMBER OF FTE'S: 33.0



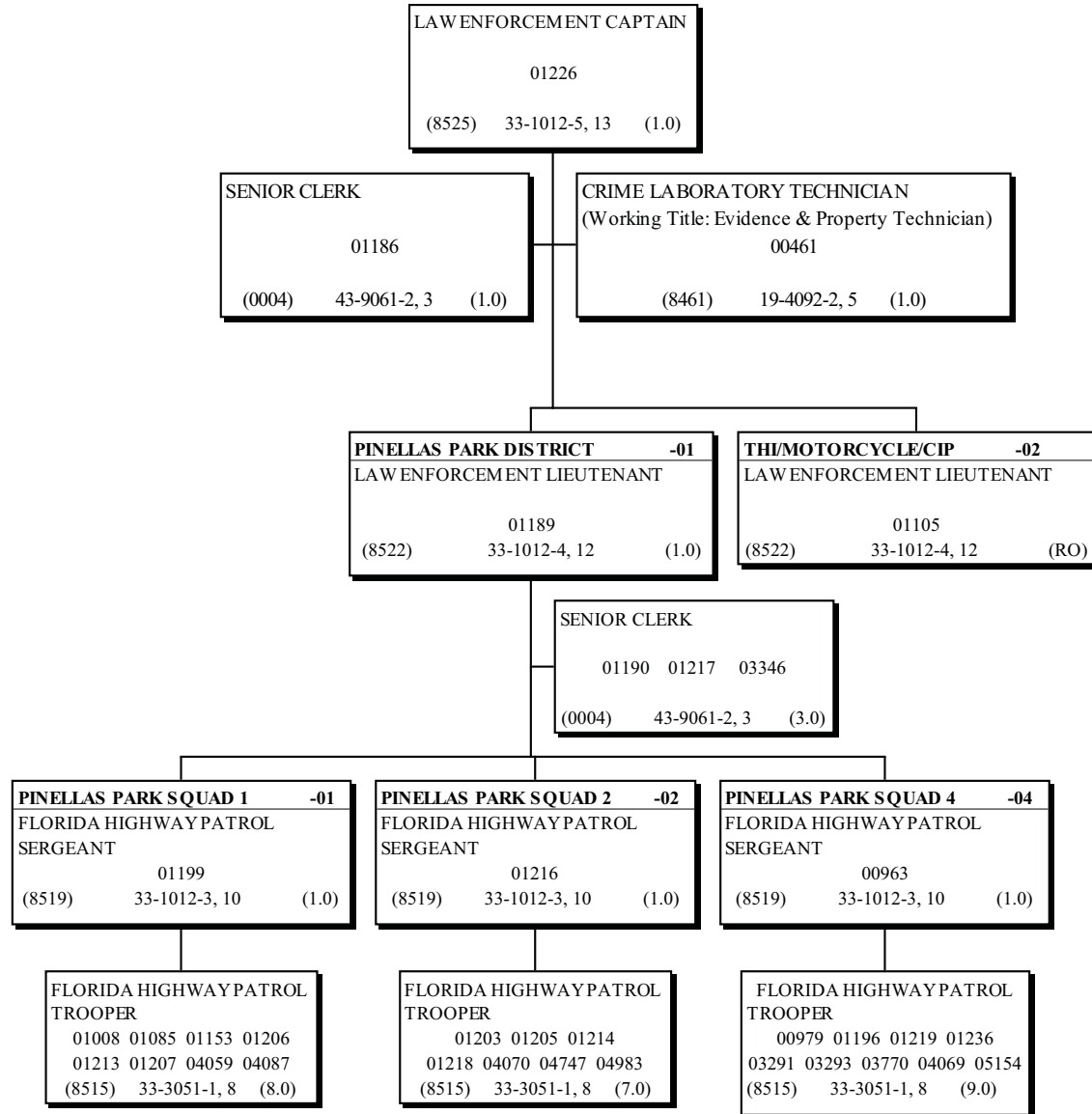
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL,  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP C / DISTRICT 2 (LAND O' LAKES, BROOKSVILLE)**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-01-02-03  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 38  
 NUMBER OF FTE'S: 38.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP C / DISTRICT 3 (PINELLAS PARK)**

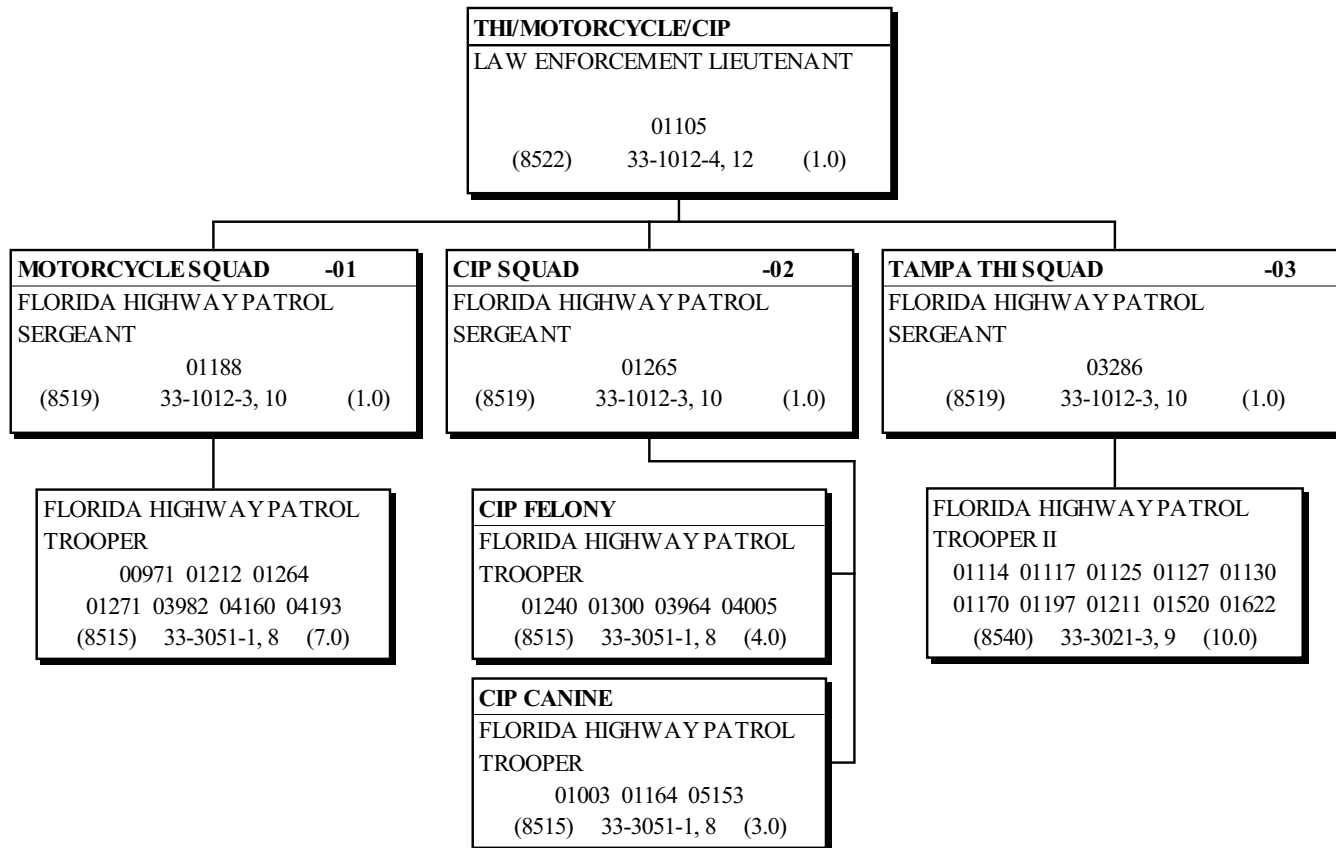
DATE: 07/01/11  
 SEQUENCE: 7610-02-02-01-03  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 34  
 NUMBER OF FTE'S: 34.0





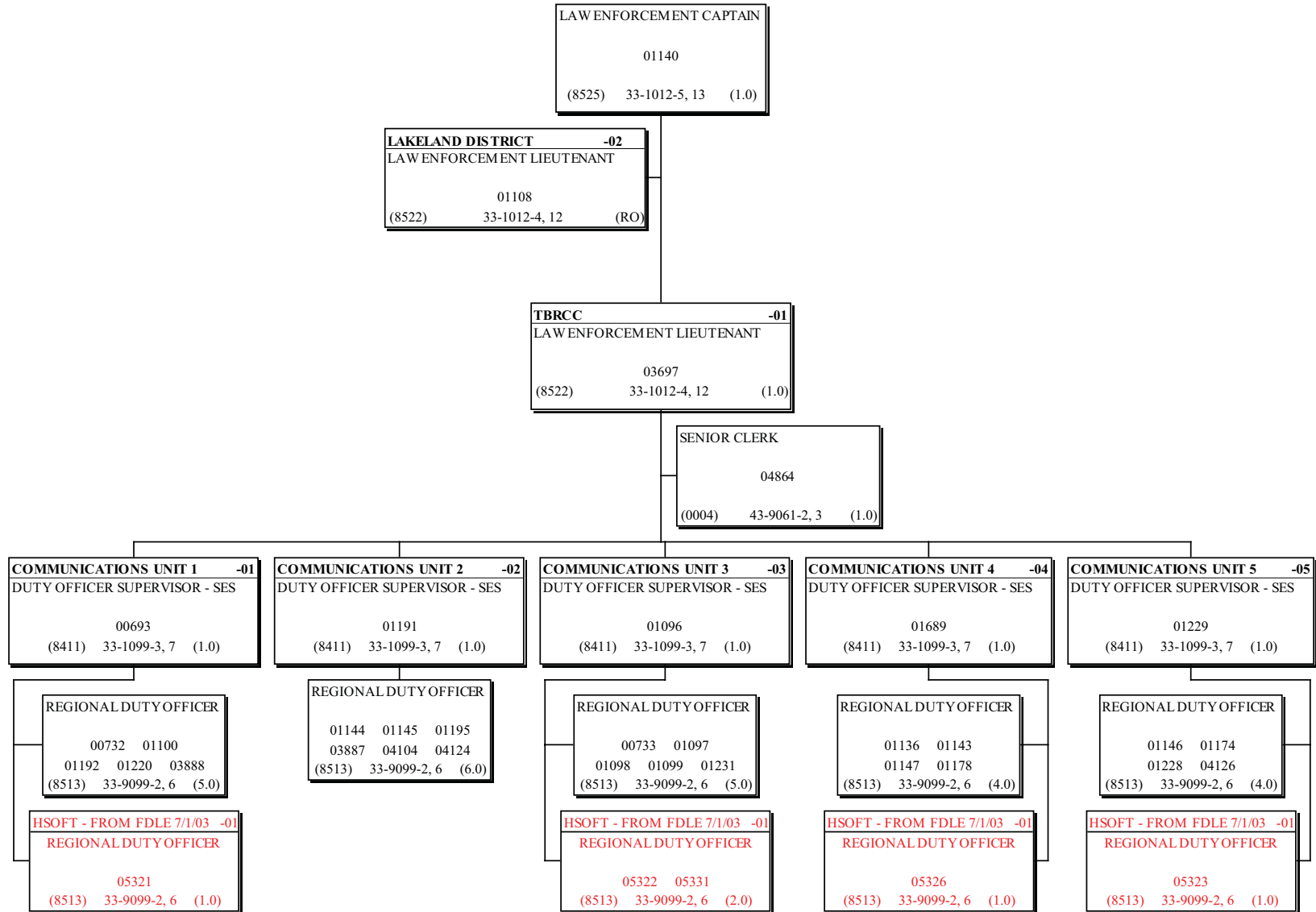
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP C, DISTRICT 3 (SPECIAL OPERATIONS)**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-01-03-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 25  
 NUMBER OF FTE'S: 25.0



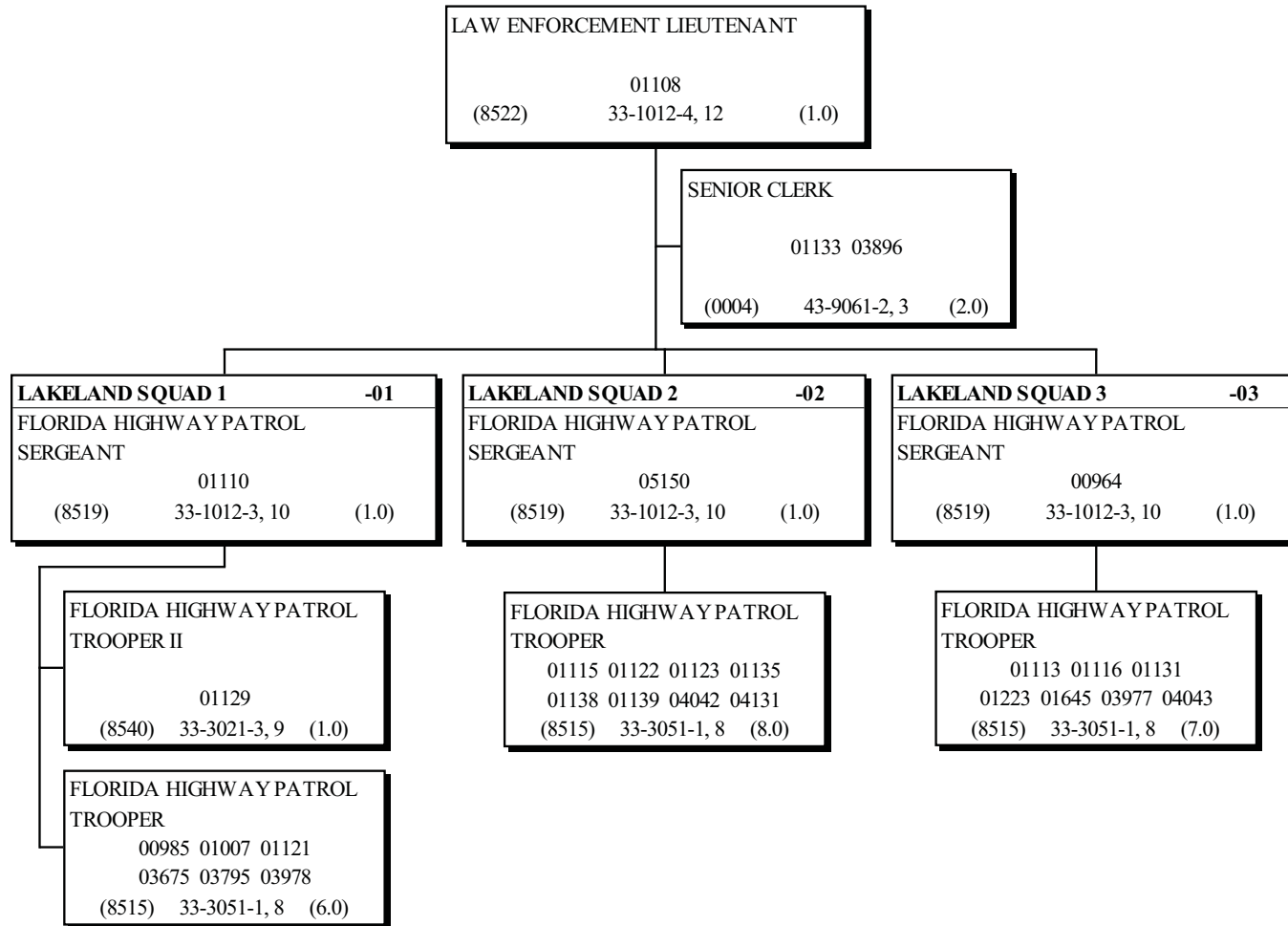
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP C / DISTRICT 4 (SUPPORT OPERATIONS/TBRCC)**

DATE: 01/21/11  
 SEQUENCE: 7610-02-02-01-04  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 37  
 NUMBER OF FTE'S: 37.0



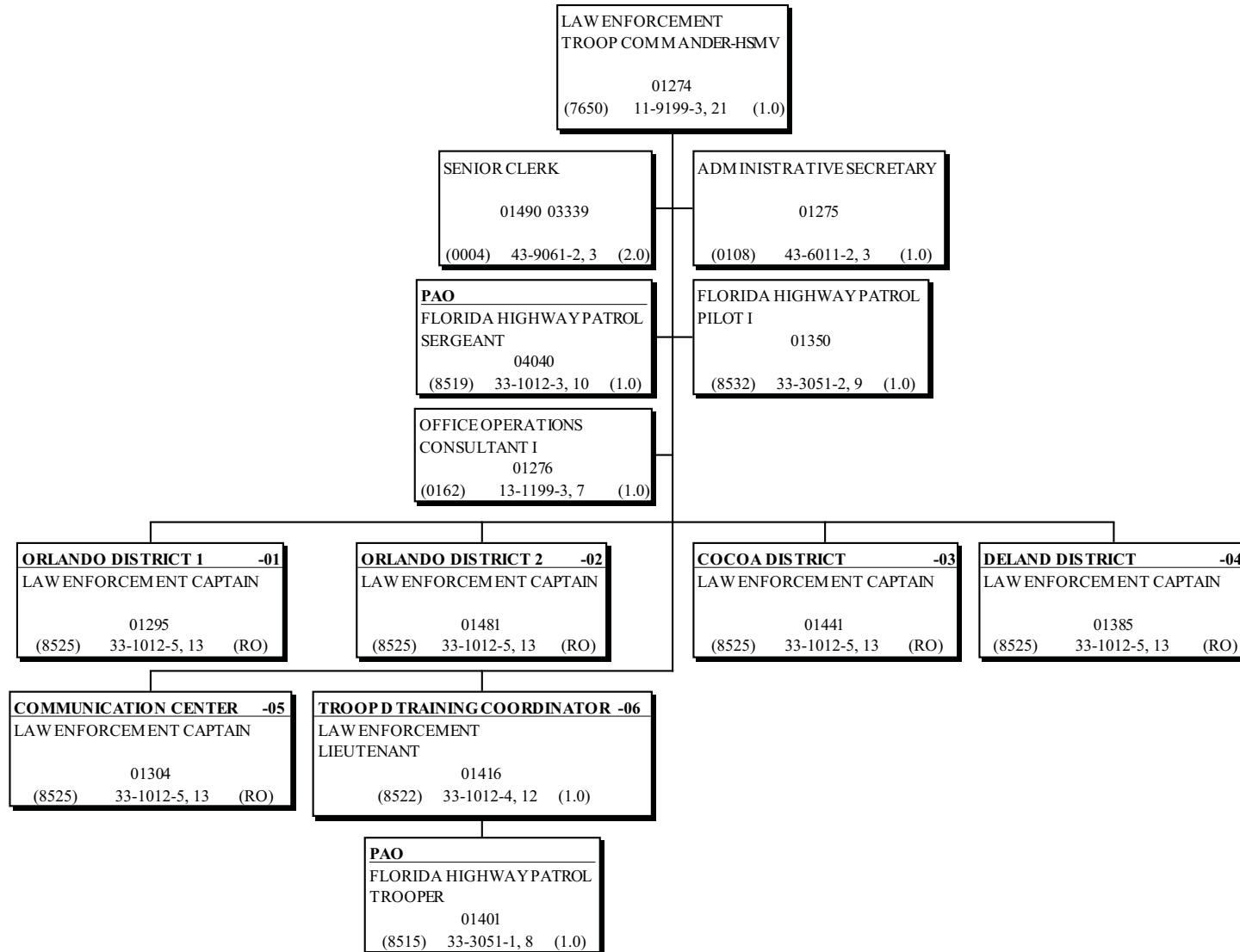
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP C, DISTRICT 4 (LAKELAND)**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-01-04-02  
 OWP:  
 NUMBER OF POSITIONS: 28  
 NUMBER OF FTE'S: 28.0



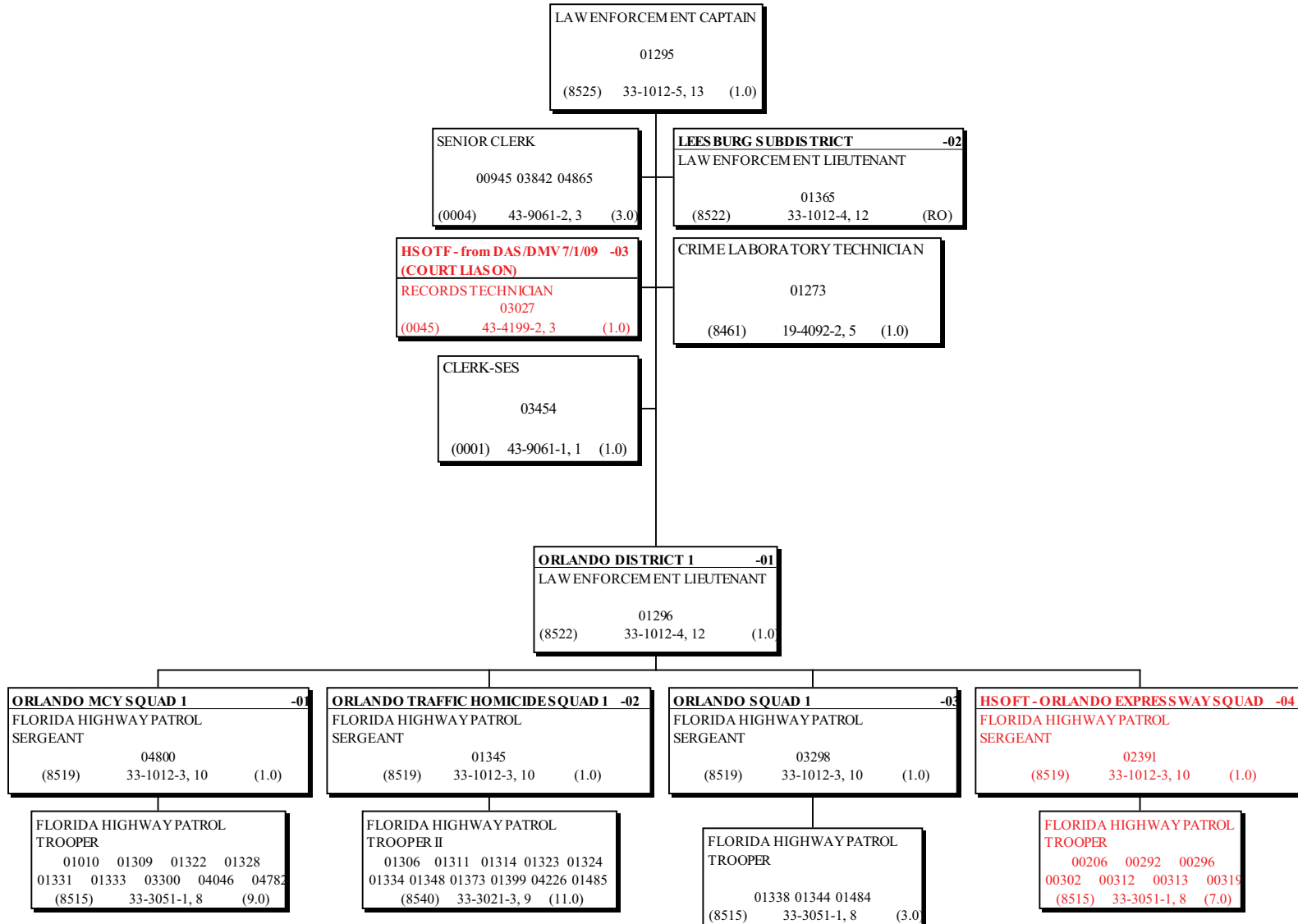
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP D / ORLANDO HEADQUARTERS**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 9  
 NUMBER OF FTE'S: 9.0



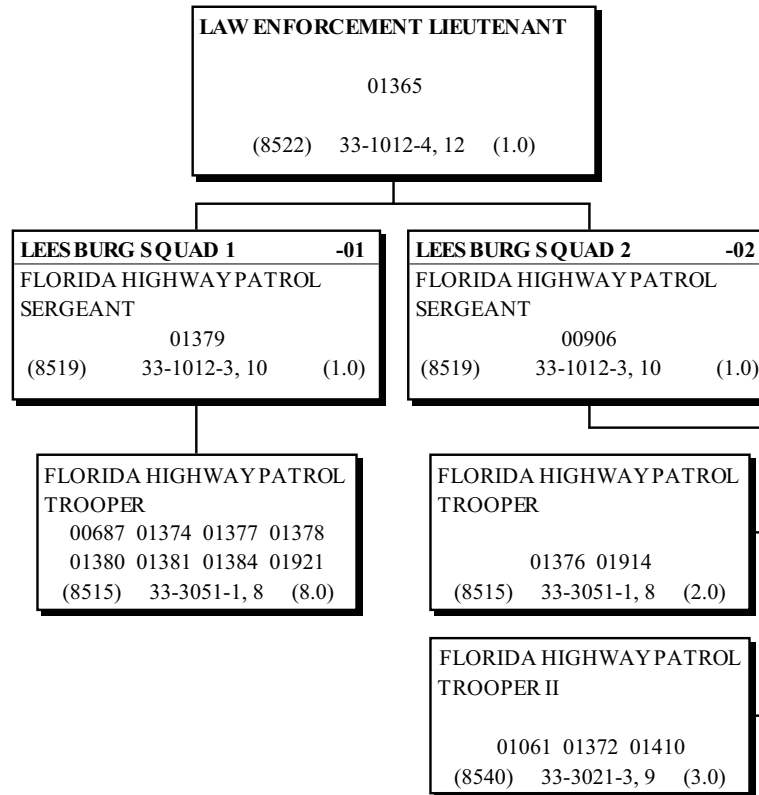
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP D / ORLANDO DISTRICT 1**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-02-01  
 OED:  
 NUMBER OF POSITIONS: 42  
 NUMBER OF FTE'S: 42



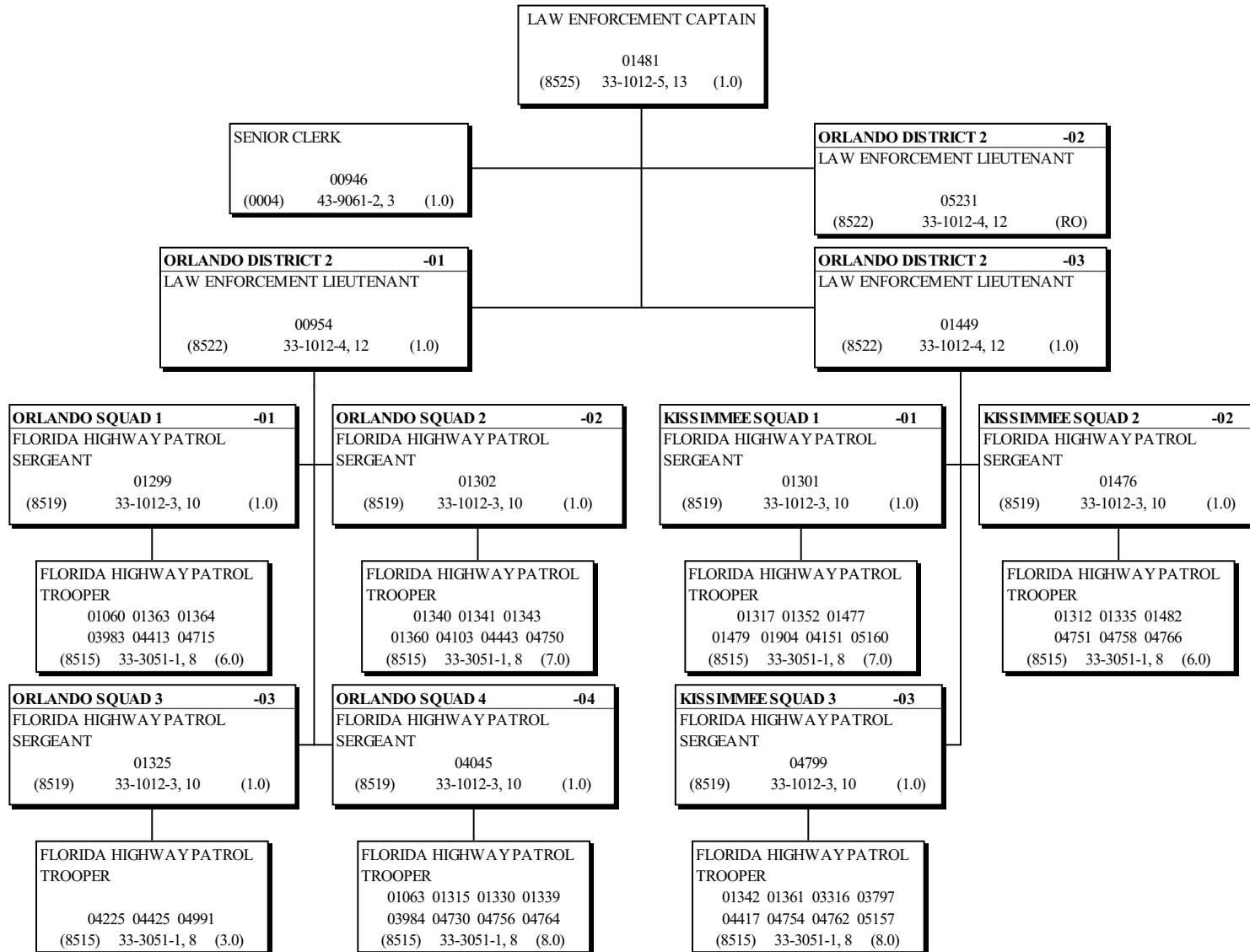
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL,  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP D / ORLANDO DISTRICT 1, LEESBURG SUBDISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-02-01-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 16  
 NUMBER OF FTE'S: 16.0



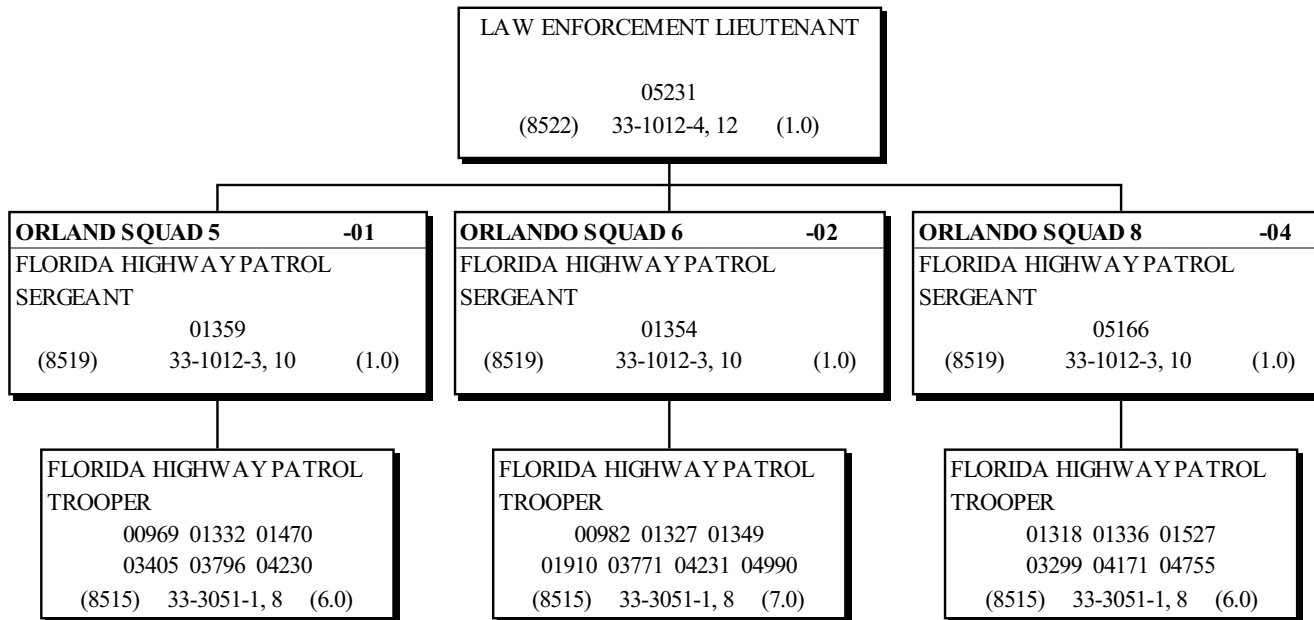
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP D / ORLANDO DISTRICT 2**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-02  
 OED:  
 NUMBER OF POSITIONS: 56  
 NUMBER OF FTE'S: 56.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP D / ORLANDO DISTRICT 2**

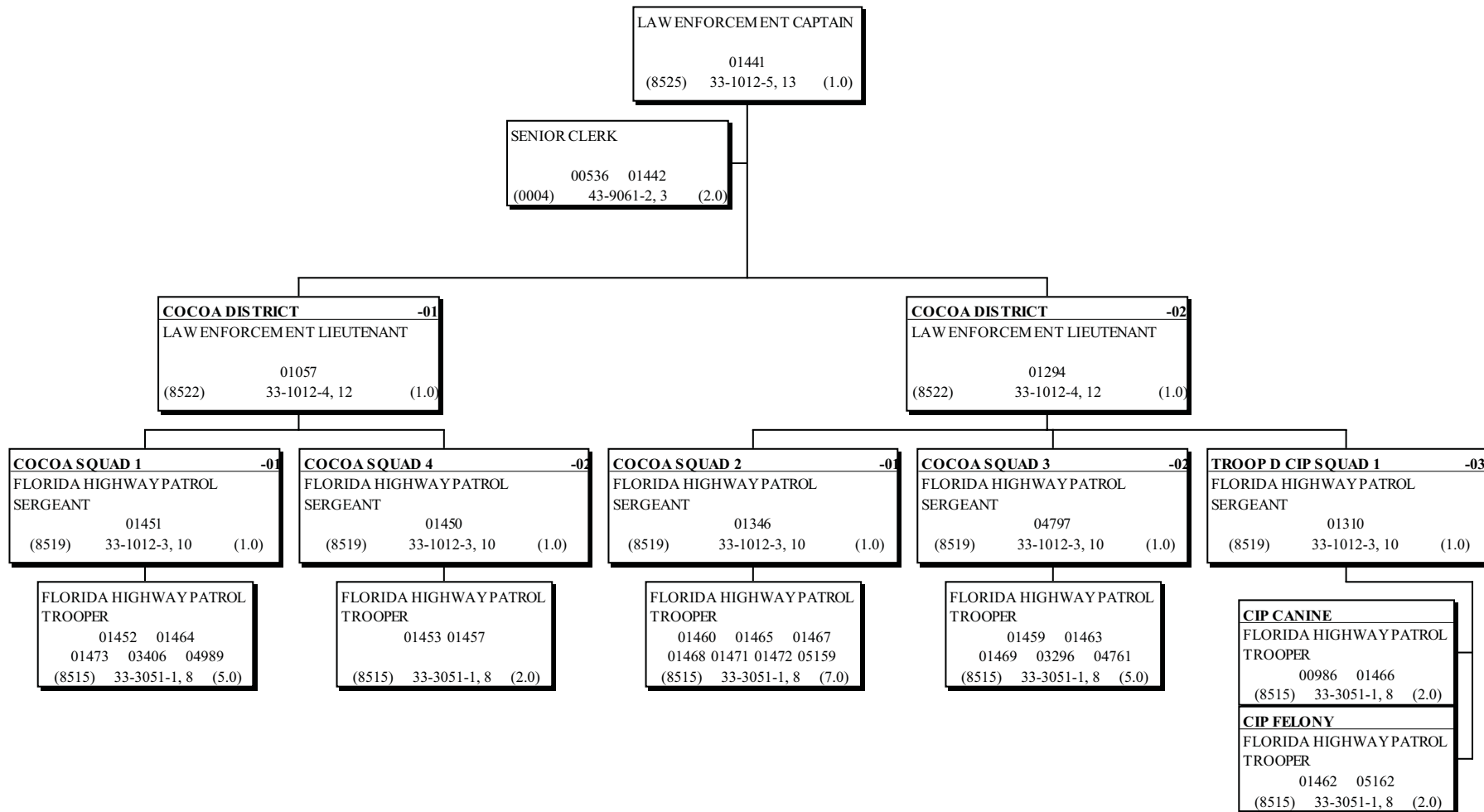
DATE: 07/01/11  
 SEQUENCE: 7610-02-02-02-02-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 23  
 NUMBER OF FTE'S: 23.0





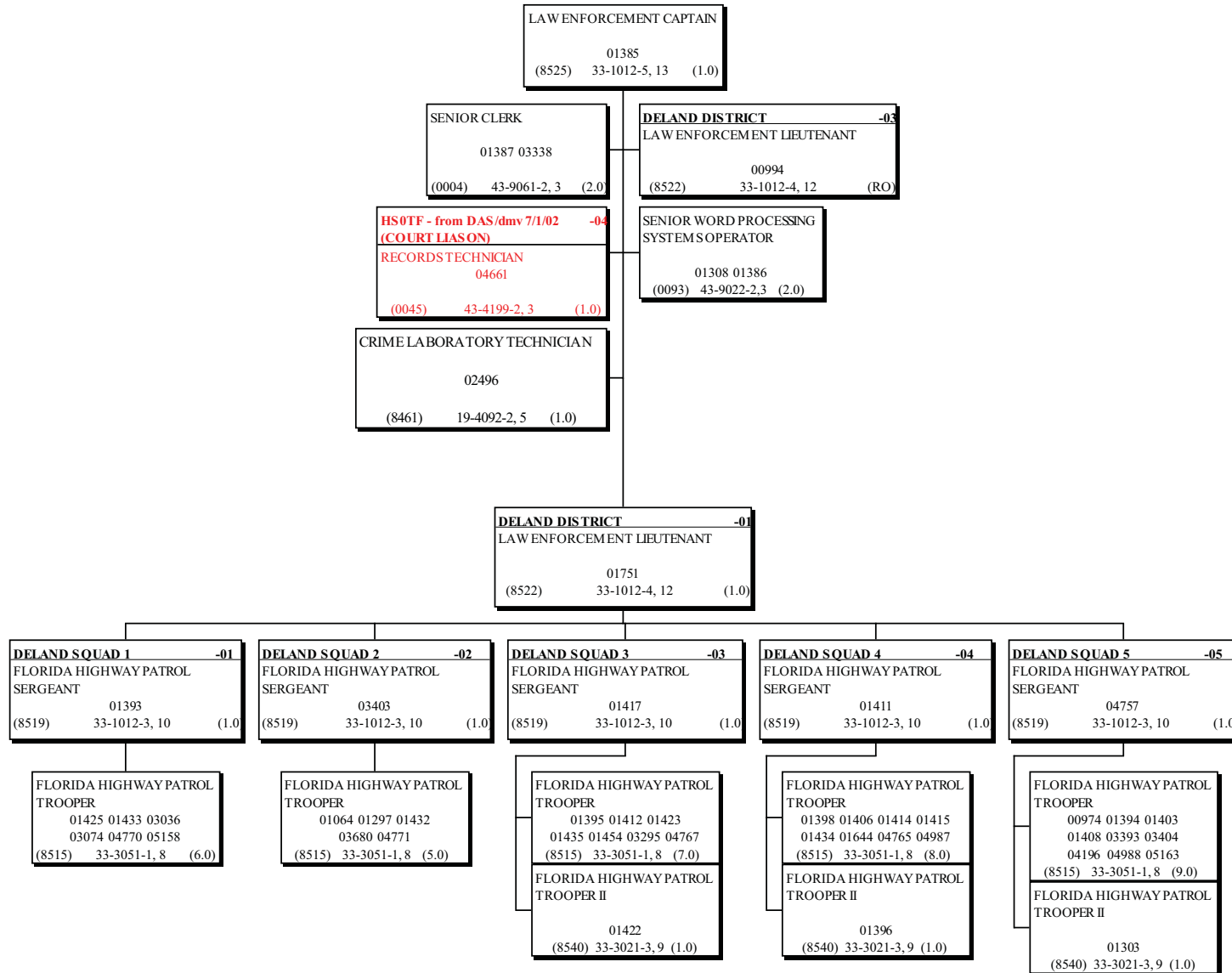
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP D / COCOA DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-03  
 OED:  
 NUMBER OF POSITIONS: 33  
 NUMBER OF FTE'S: 33



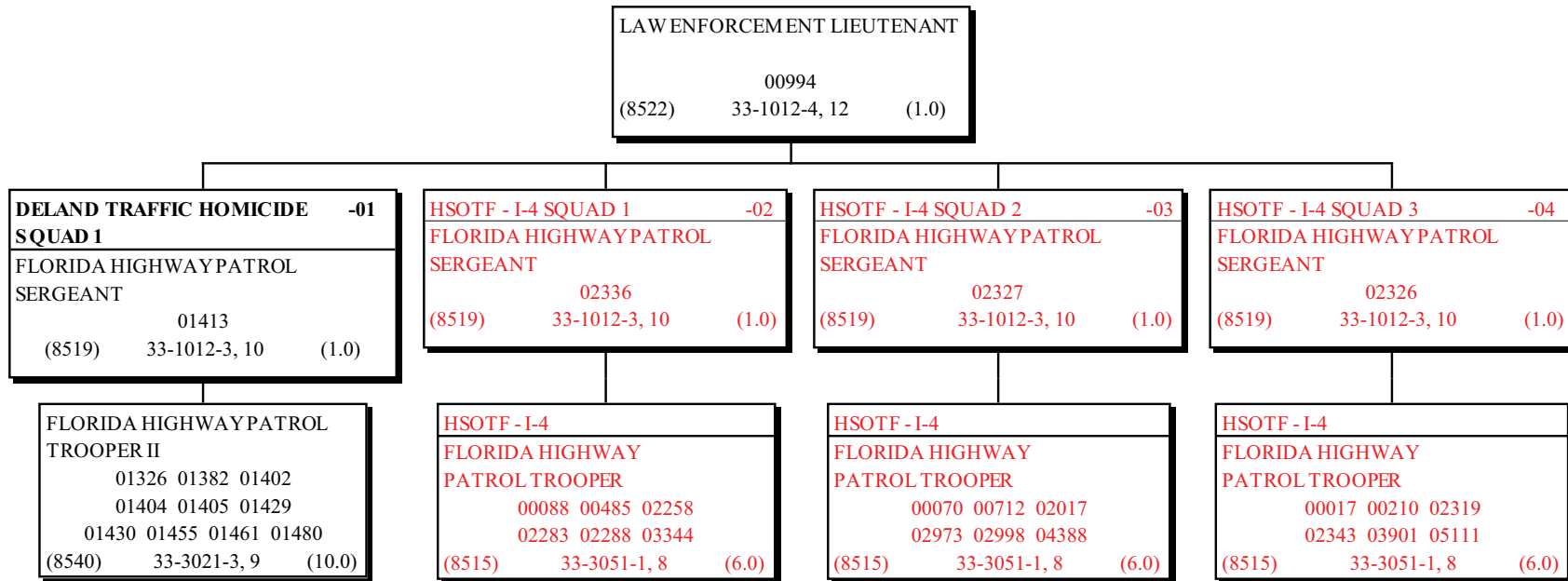
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP D / DELAND DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-04  
 OED:  
 NUMBER OF POSITIONS: 51  
 NUMBER OF FTE'S: 51.0



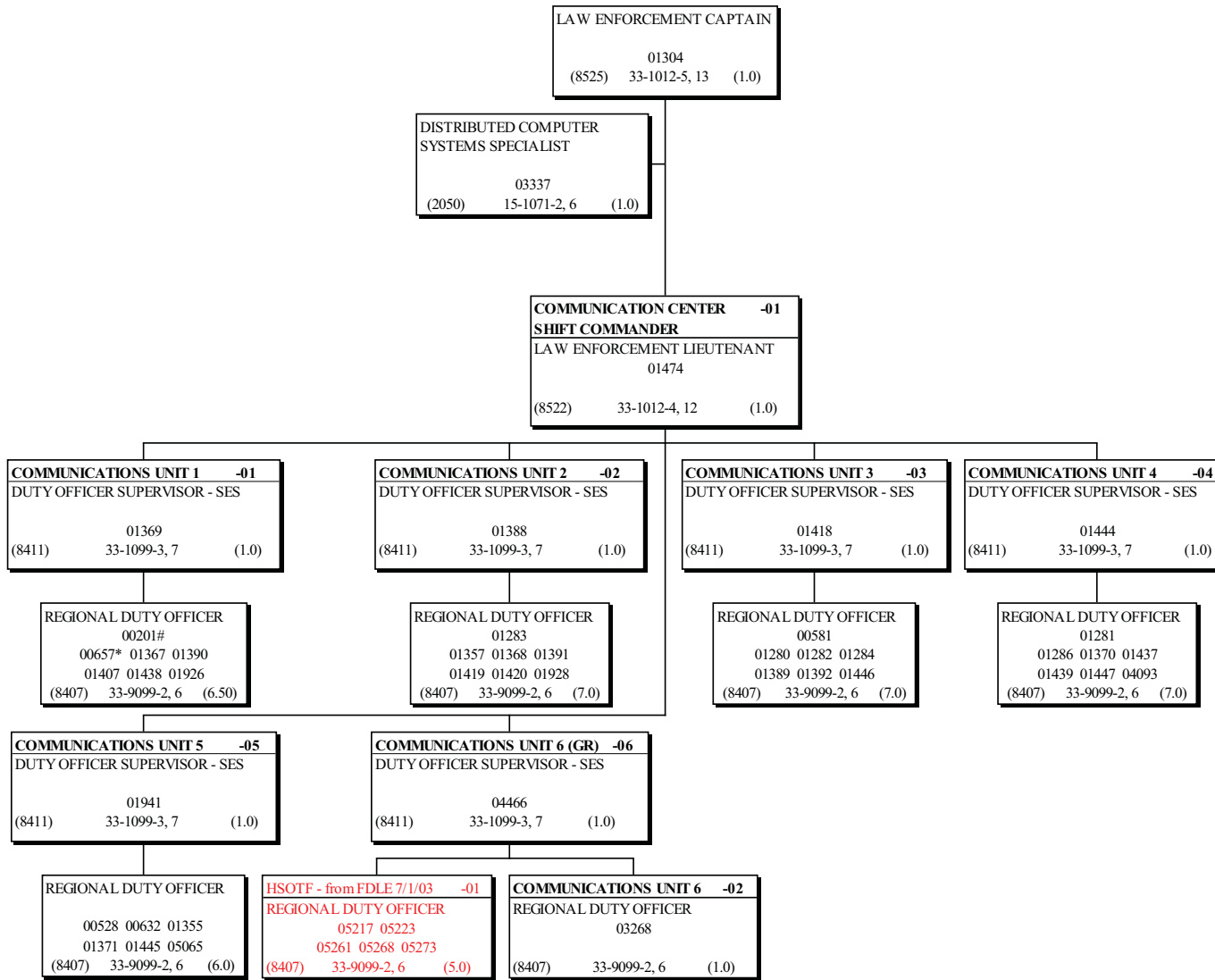
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP D / DELAND DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-04-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 33  
 NUMBER OF FTE'S: 33.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP D / ORLANDO COMMUNICATIONS CENTER**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-02-05  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 49  
 NUMBER OF FTE'S: 48.50

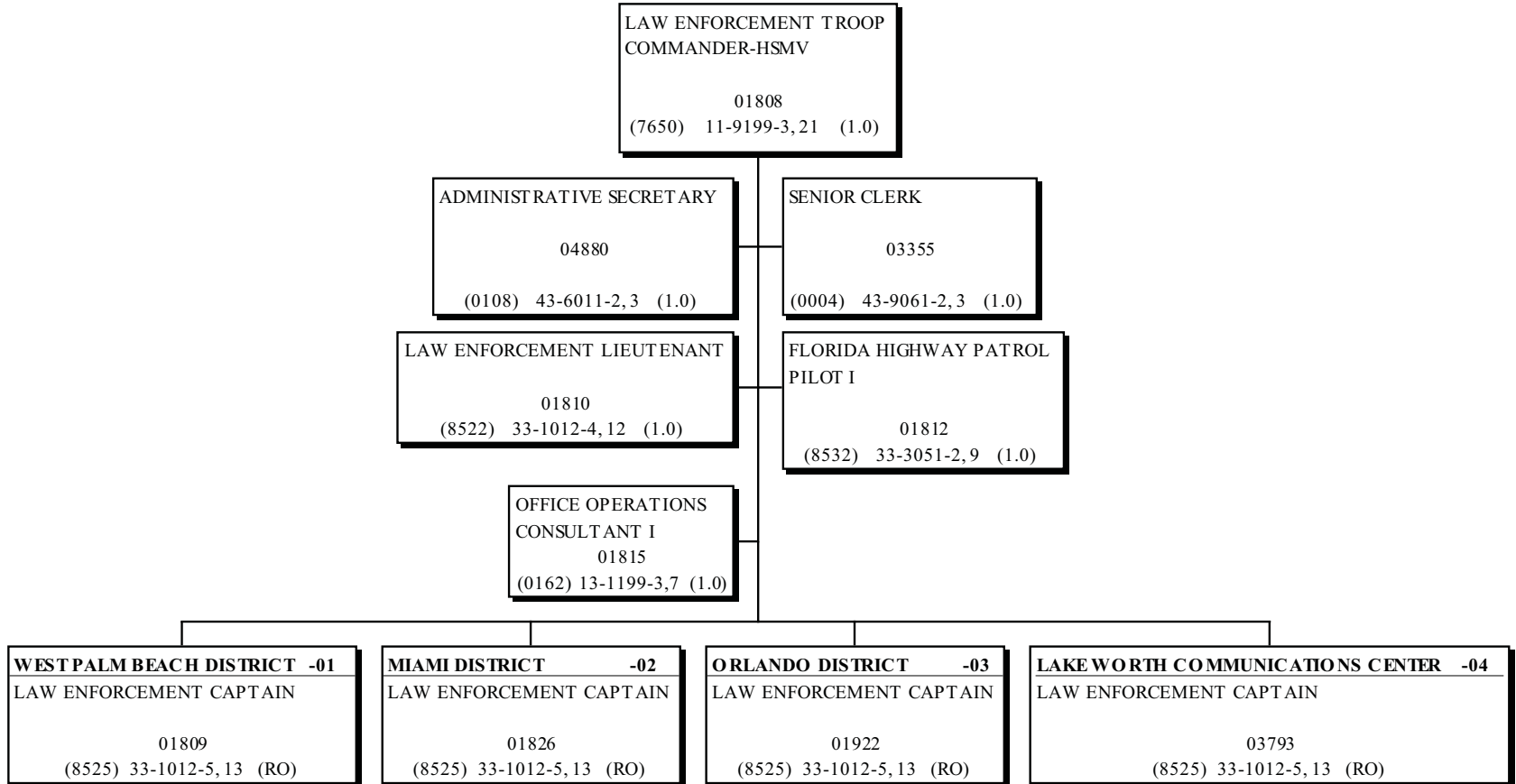


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 \* = Shared Position

FHP TROOP D

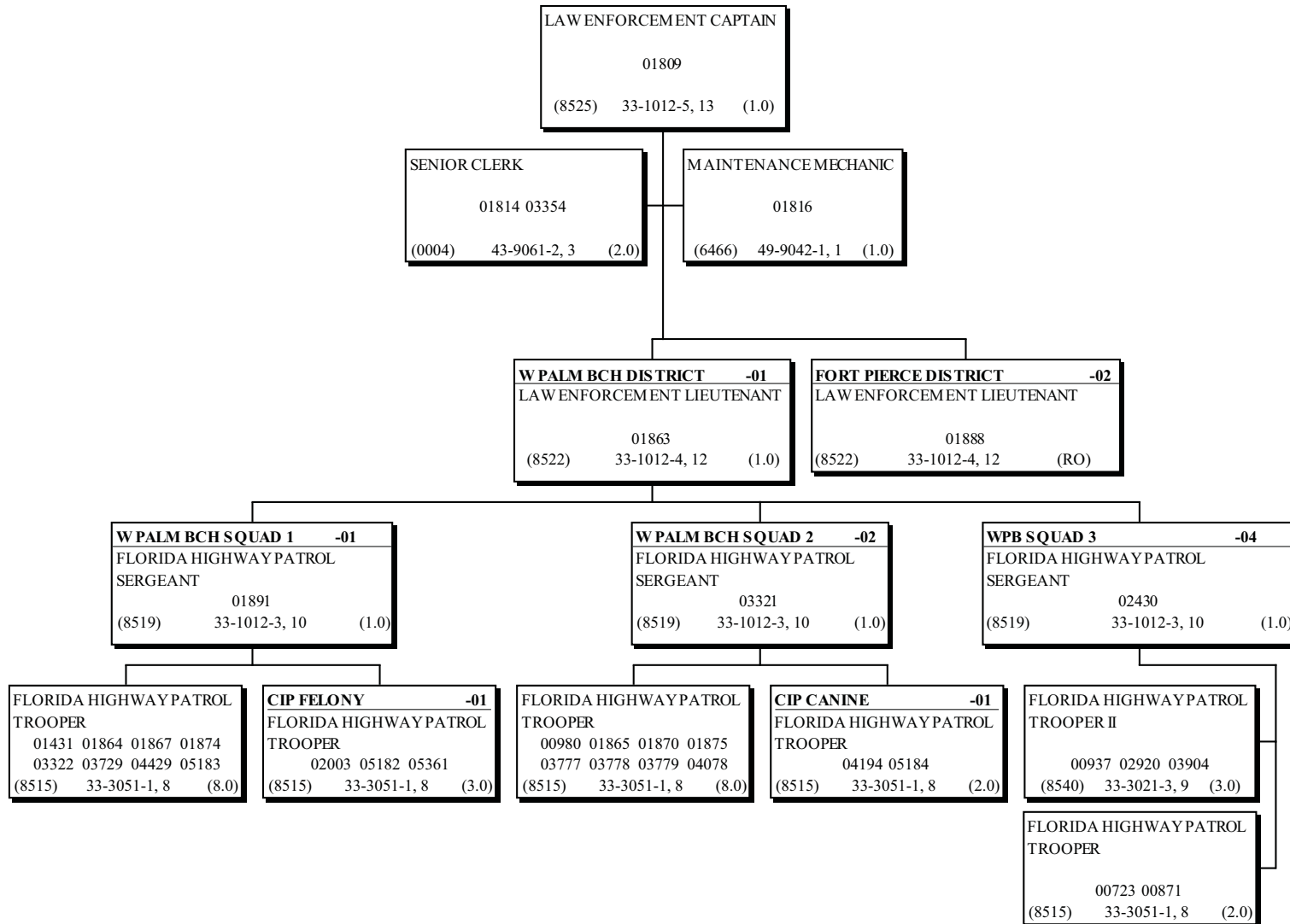
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP K / TURNPIKE / ORLANDO HEADQUARTERS**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 6  
 NUMBER OF FTE'S: 6.0



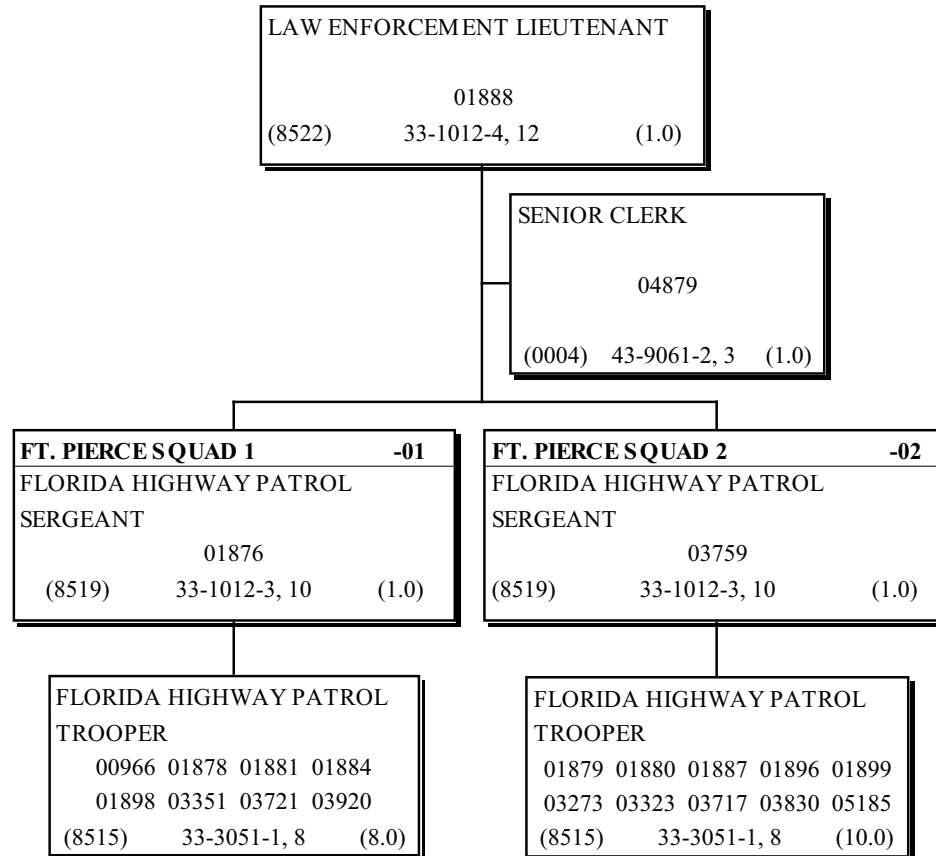
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP K / TURNPIKE / WEST PALM BEACH DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-03-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 34  
 NUMBER OF FTE'S: 34.0



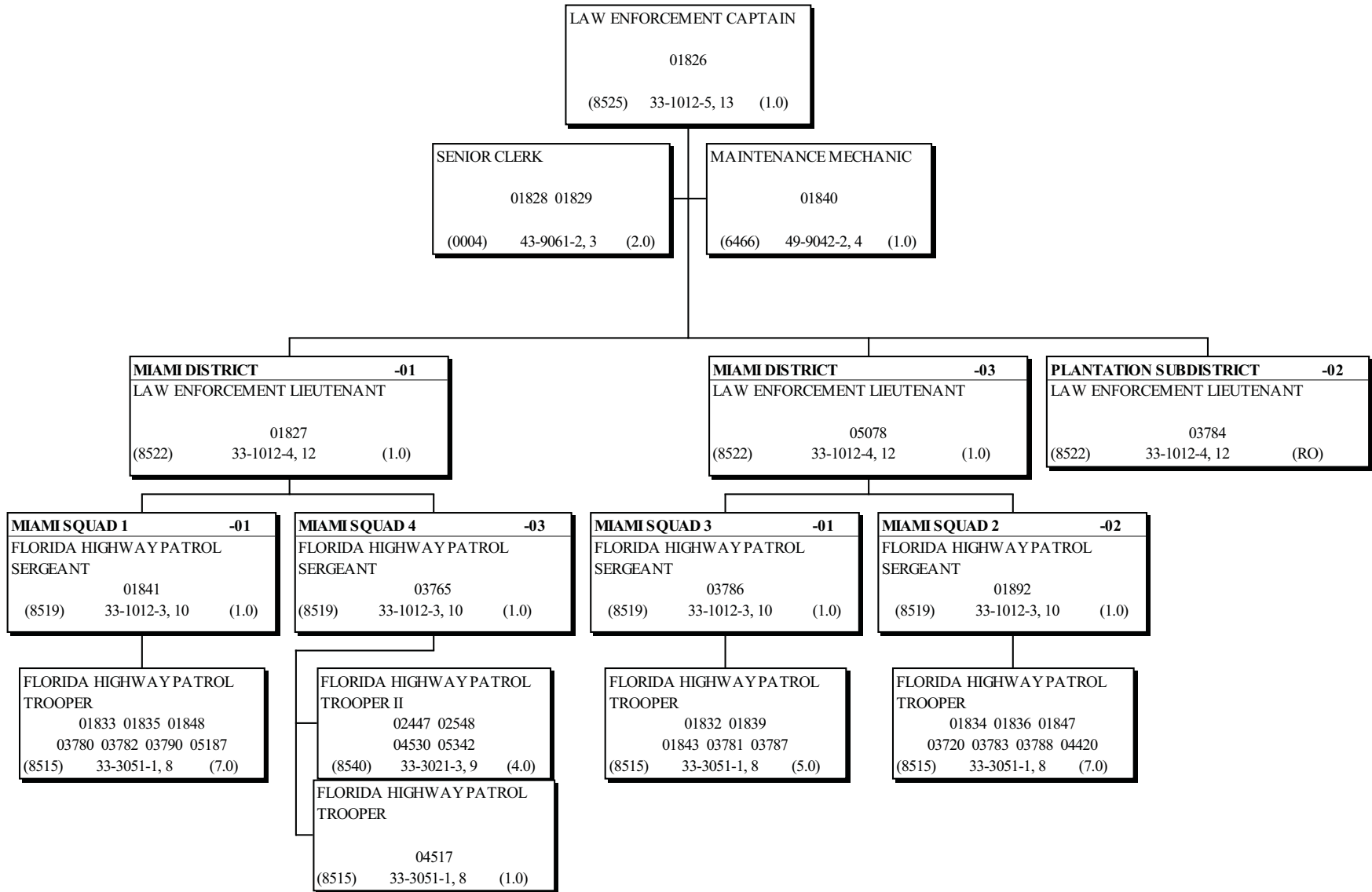
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP K / TURNPIKE / FORT PIERCE SUB-DISTRICT**

DATE: 04/01/11  
 SEQUENCE: 7610-02-02-03-01-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 22  
 NUMBER OF FTE: 22.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP K / TURNPIKE / MIAMI DISTRICT**

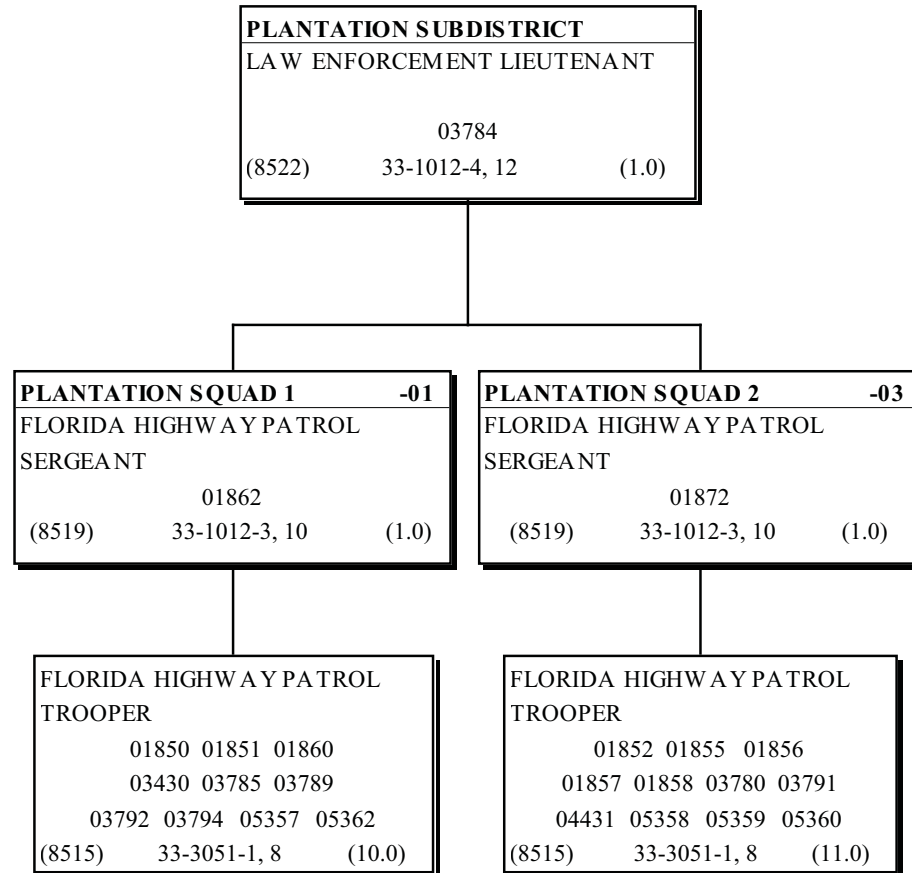
DATE: 07/01/11  
 SEQUENCE: 7610-02-02-03-02  
 OED:  
 NUMBER OF POSITIONS: 34  
 NUMBER OF FTES: 34.0





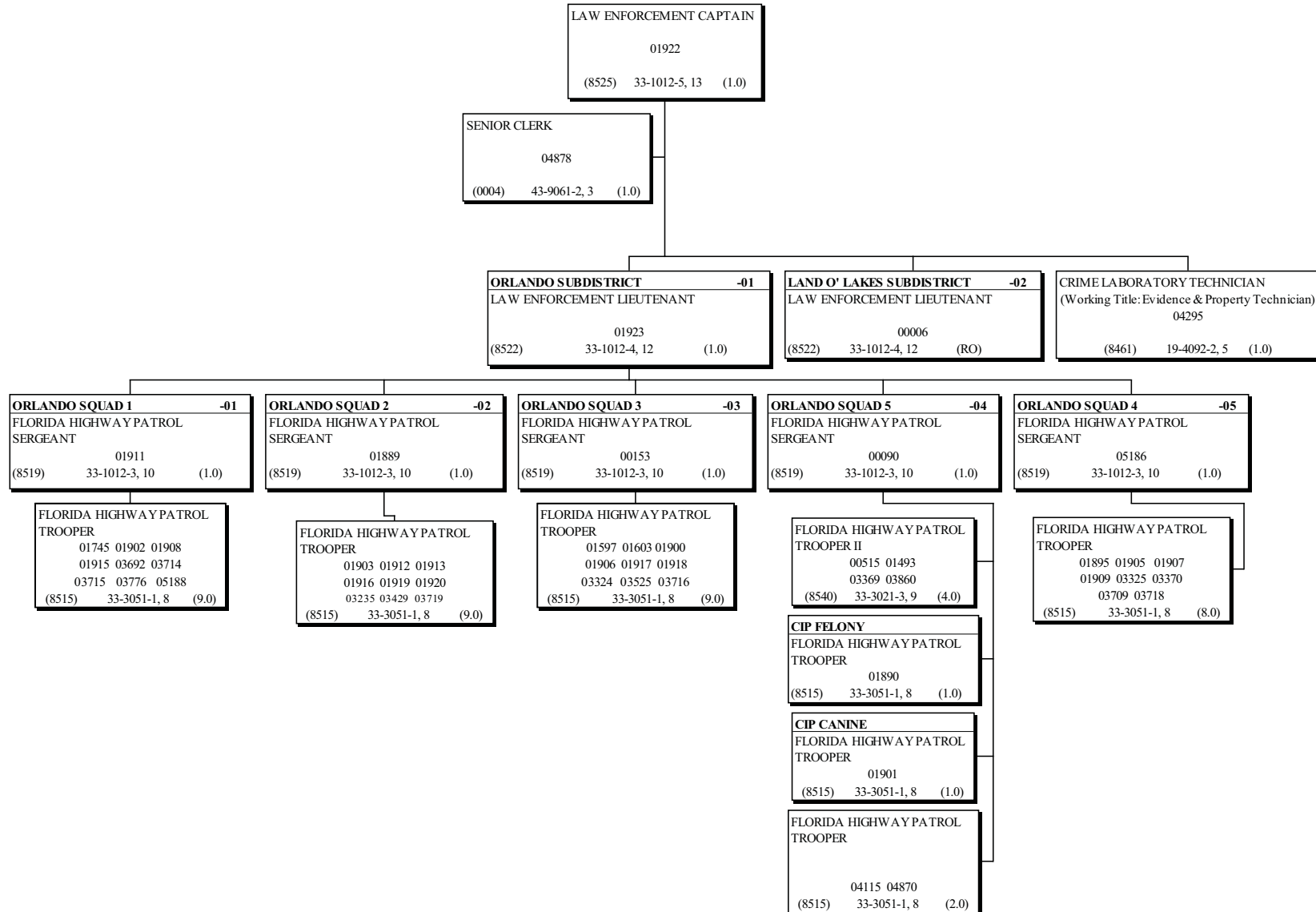
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP K / TURNPIKE / MIAMI DISTRICT  
 PLANTATION SUBDISTRICT**

DATE: 03/04/11  
 SEQUENCE: 7610-02-02-03-02-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 24  
 NUMBER OF FTE'S: 24.0



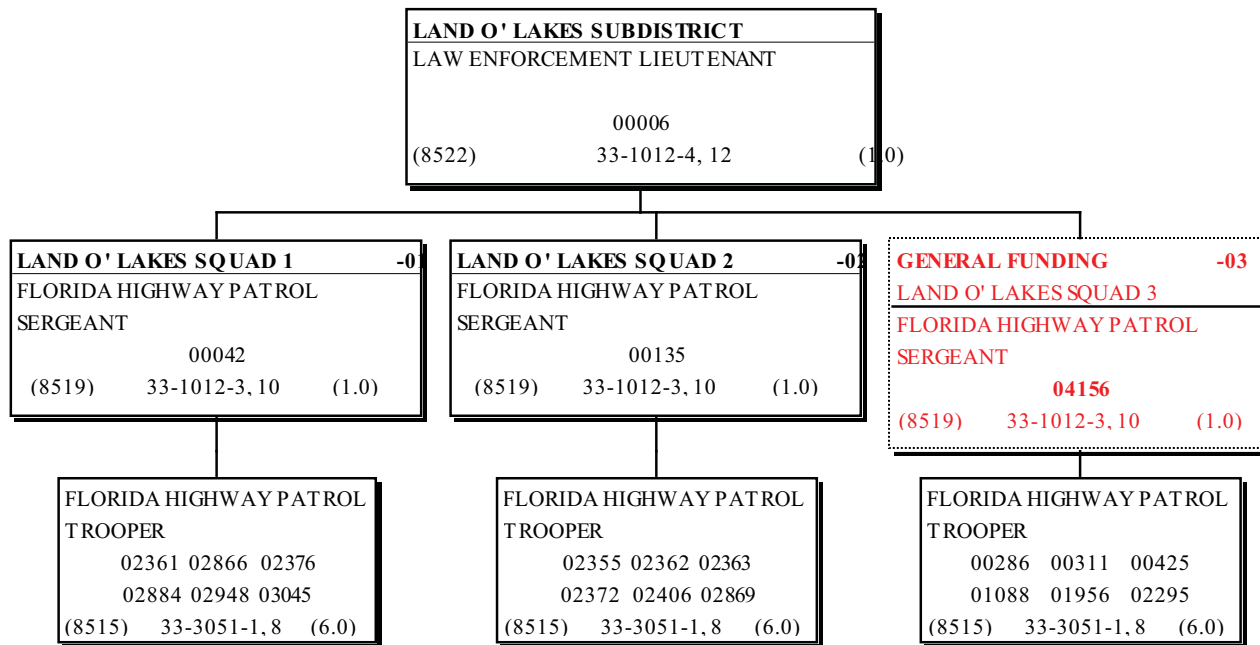
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP K / TURNPIKE / ORLANDO DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-02-03-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 52  
 NUMBER OF FTE'S: 52.0



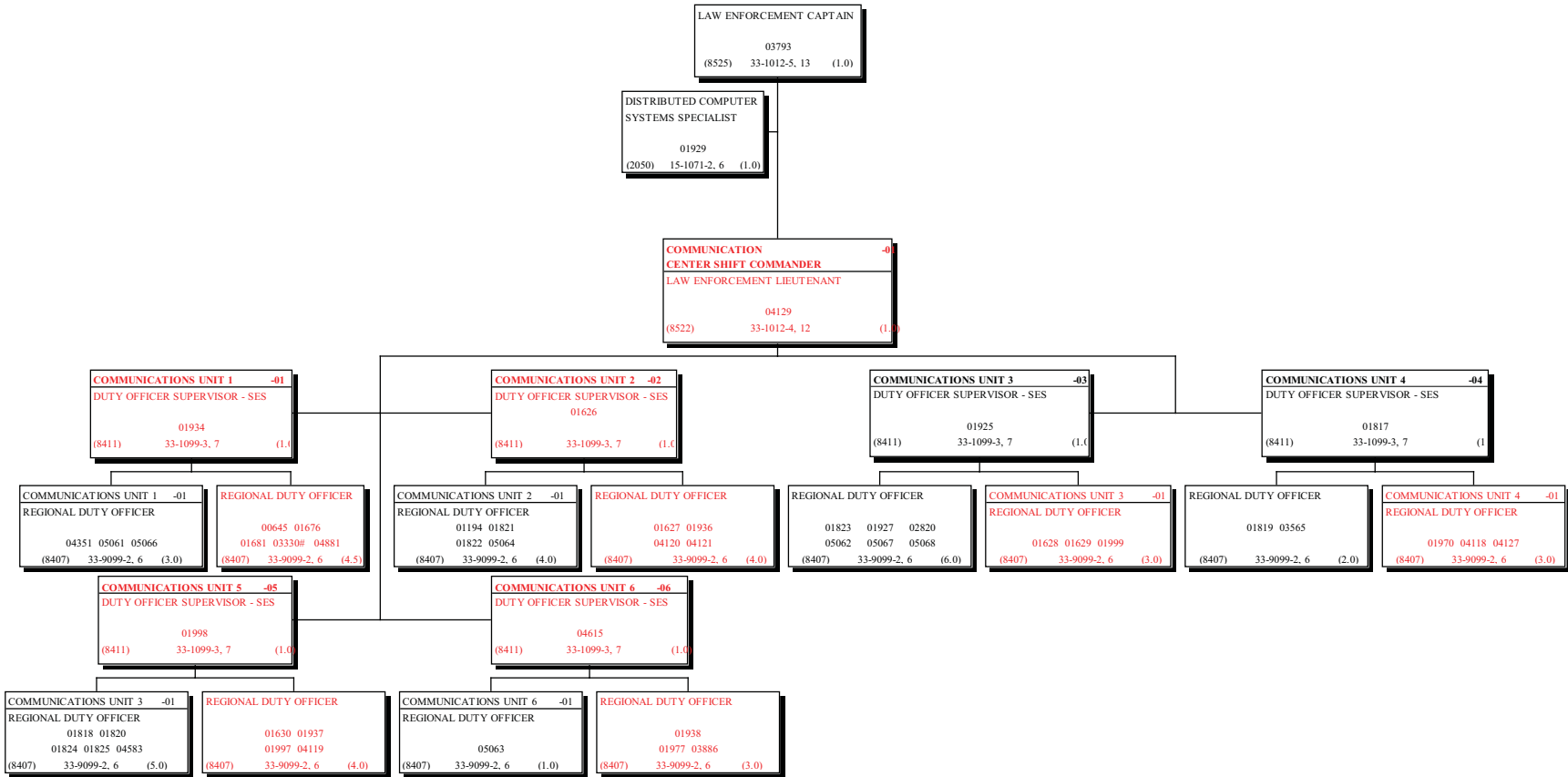
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES**  
**DIVISION OF FLORIDA HIGHWAY PATROL**  
**PATROL OPERATIONS COMMAND, CENTRAL REGION**  
**TROOP K / TURNPIKE / ORLANDO DISTRICT /**  
**LAND O' LAKES SUBDISTRICT**

DATE: 06/04/10  
 SEQUENCE: 7610-02-02-03-03-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 22  
 NUMBER OF fte'S: 22.0



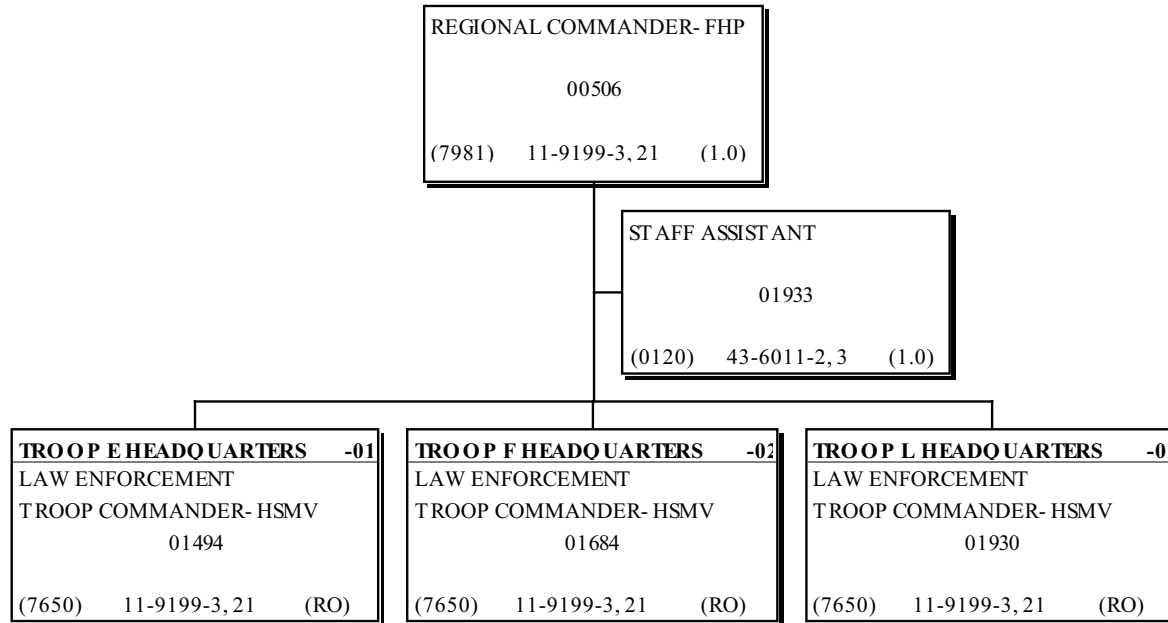
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, CENTRAL REGION  
 TROOP K / LAKE WORTH COMMUNICATIONS CENTER**

DATE: 01/01/10  
 SEQUENCE: 7610-02-02-03-04  
 OED:  
 NUMBER OF POSITIONS: 52  
 NUMBER OF FTE'S: 51.5



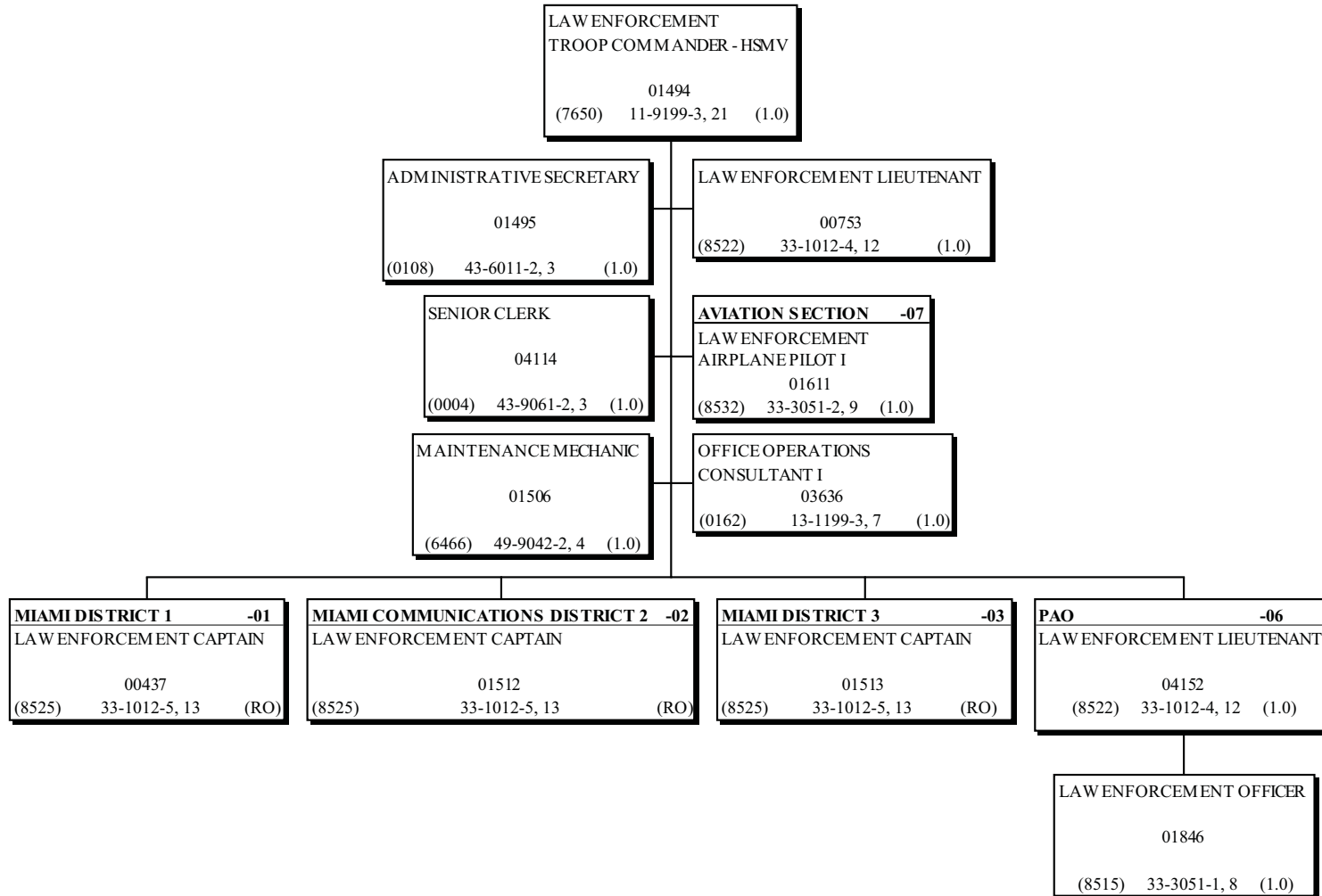
**DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS, SOUTHERN REGION**

DATE: 06/01/09  
 SEQUENCE: 7610-02-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 2  
 NUMBER OF FTE'S: 2.0



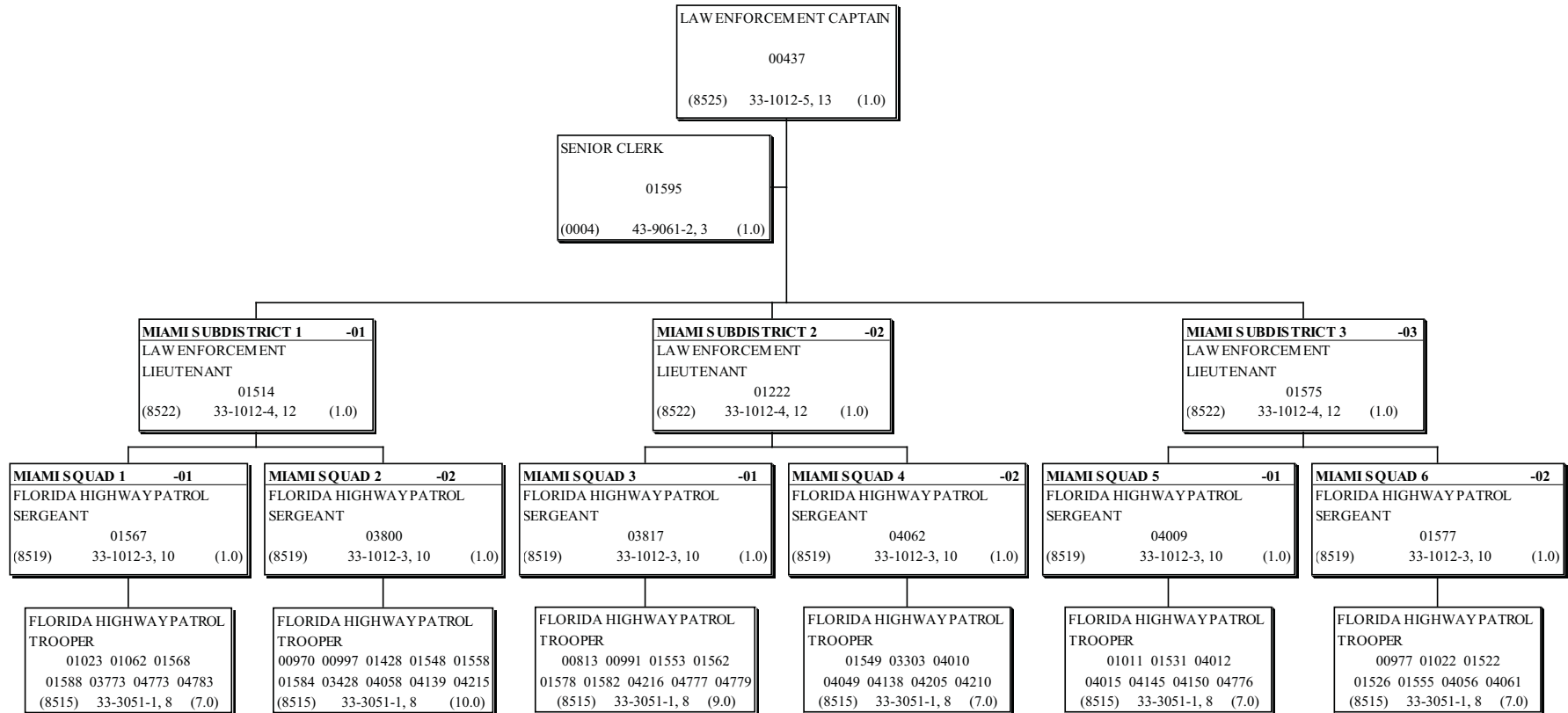
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP E / MIAMI HEADQUARTERS**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 9  
 NUMBER OF FTE'S: 9.0



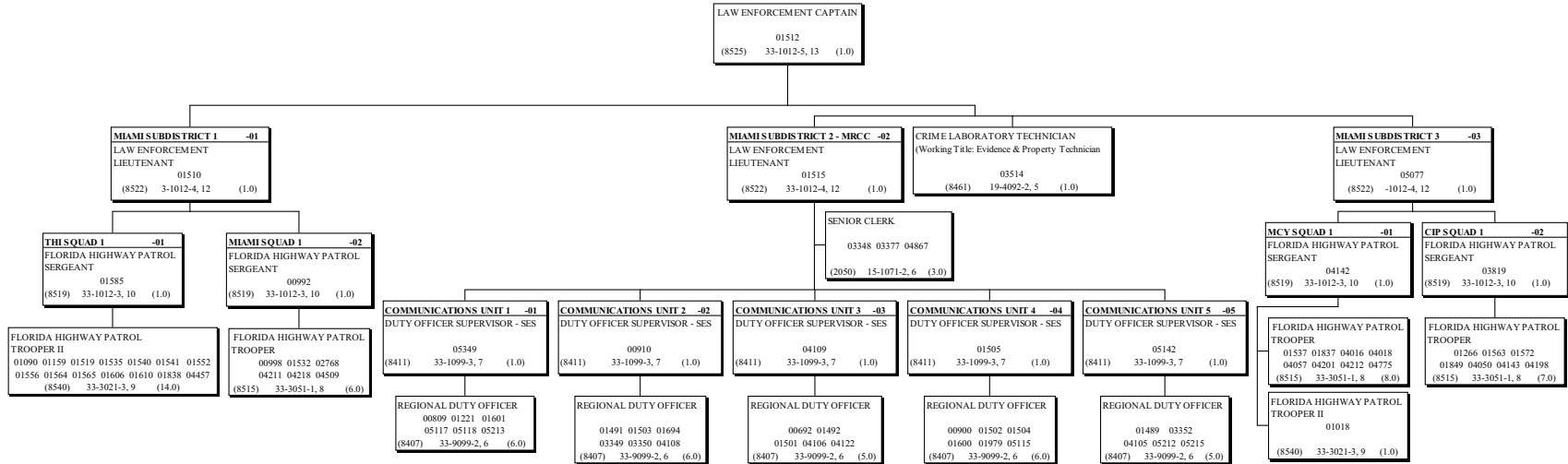
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP E / MIAMI DISTRICT 1**

DATE: 05/06/11  
 SEQUENCE: 7610-02-03-01-01  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 58  
 NUMBER OF FTE'S: 58.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP E / MIAMI DISTRICT 2**

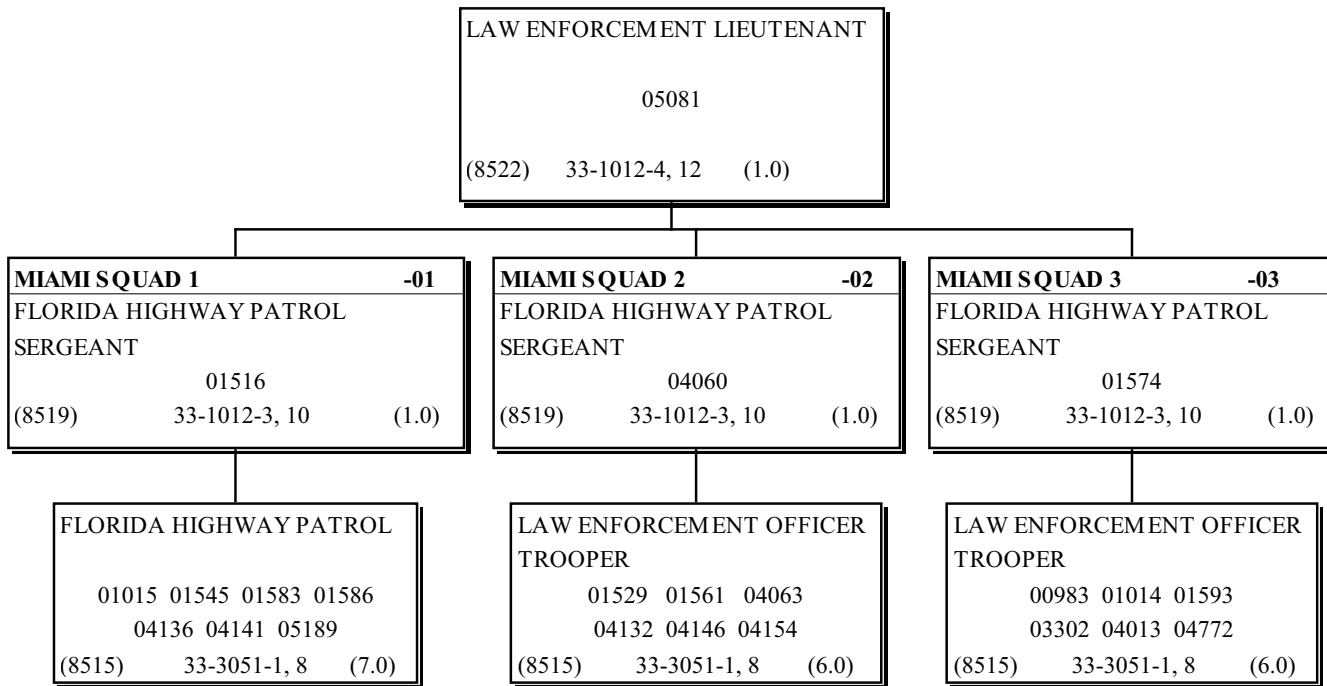
DATE: 07/01/11  
 SEQUENCE: 7610-02-03-01-02  
 OED:  
 NUMBER OF POSITIONS: 81  
 NUMBER OF FTE'S: 81.0





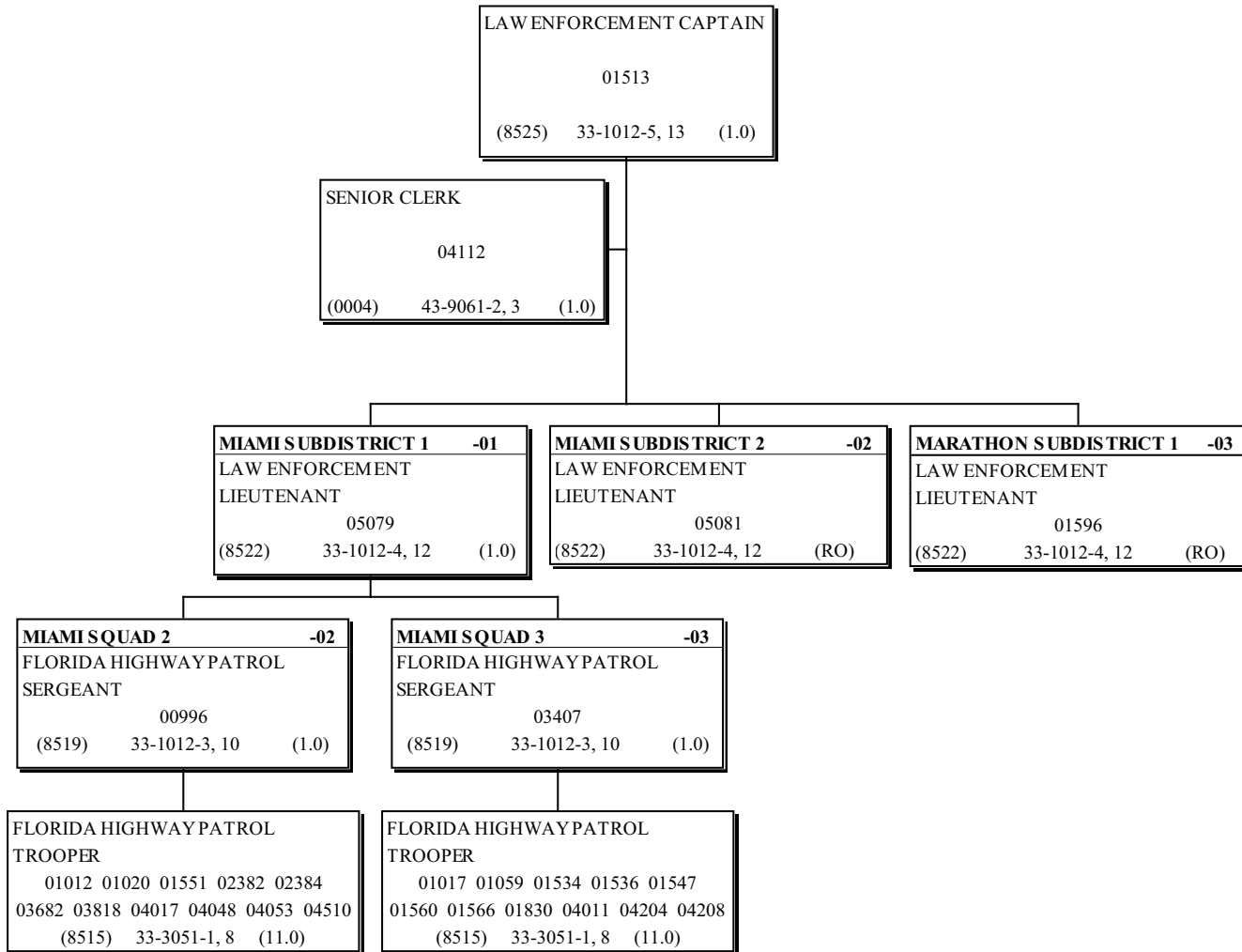
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP E / MIAMI DISTRICT 3, SUBDISTRICT 2**

DATE: 05/06/11  
 SEQUENCE: 7610-02-03-01-03-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 23  
 NUMBER OF FTE'S: 23.0



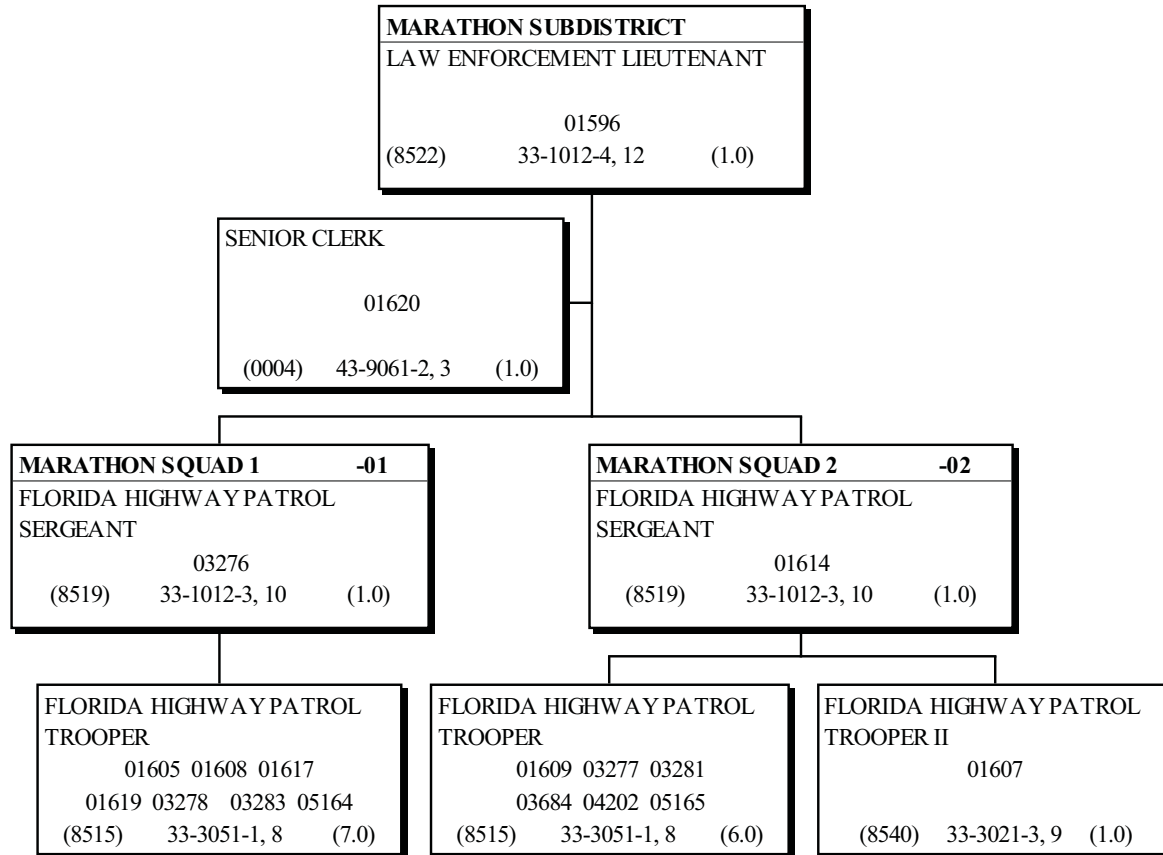
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP E / MIAMI DISTRICT 3**

DATE: 05/06/11  
 SEQUENCE: 7610-02-03-01-03  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 27  
 NUMBER OF FTE'S: 27.0



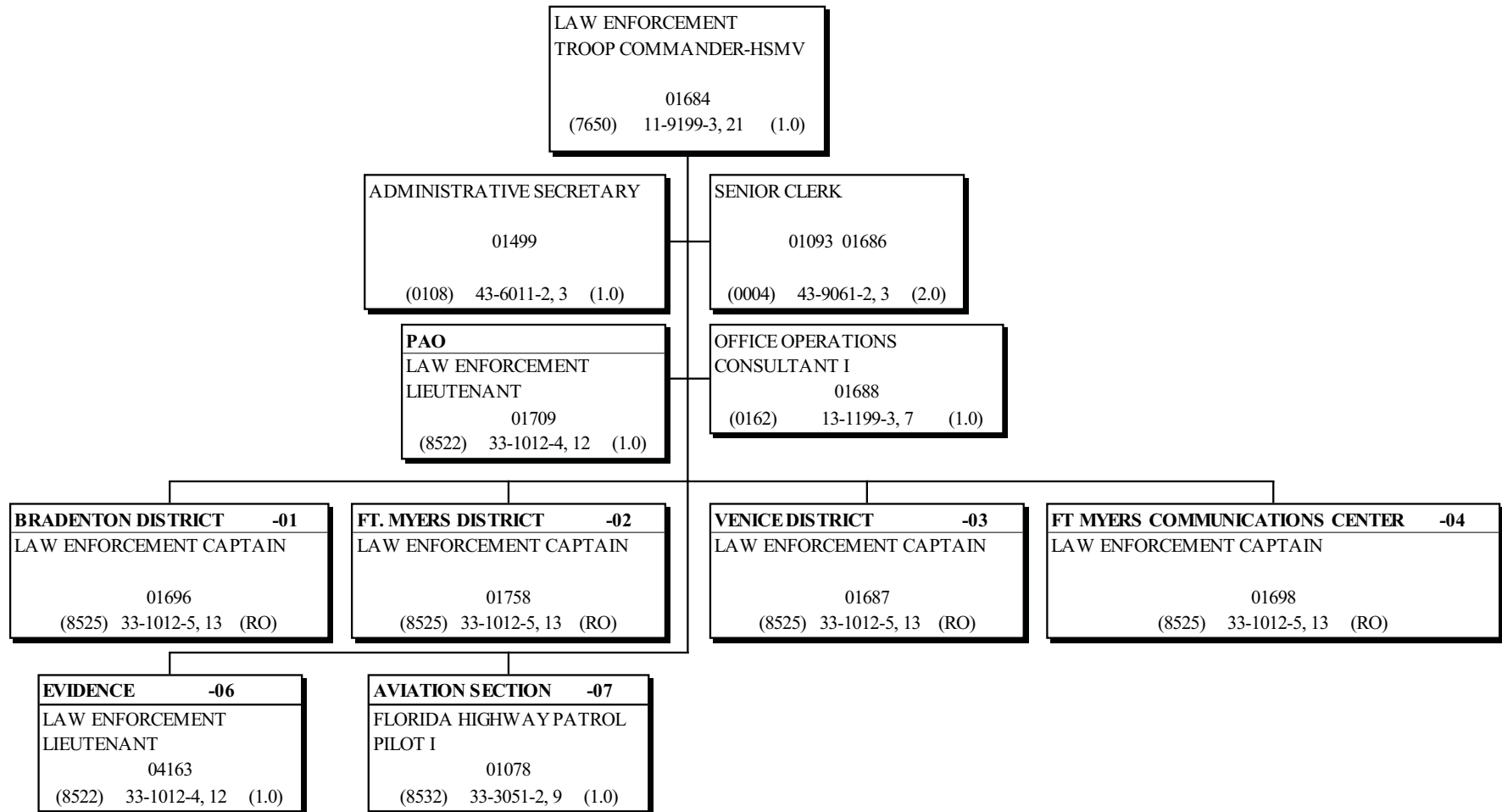
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP E / MIAMI DISTRICT 3, MARATHON SUBDISTRICT 1**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-01-03-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 19  
 NUMBER OF FTE'S: 19.0



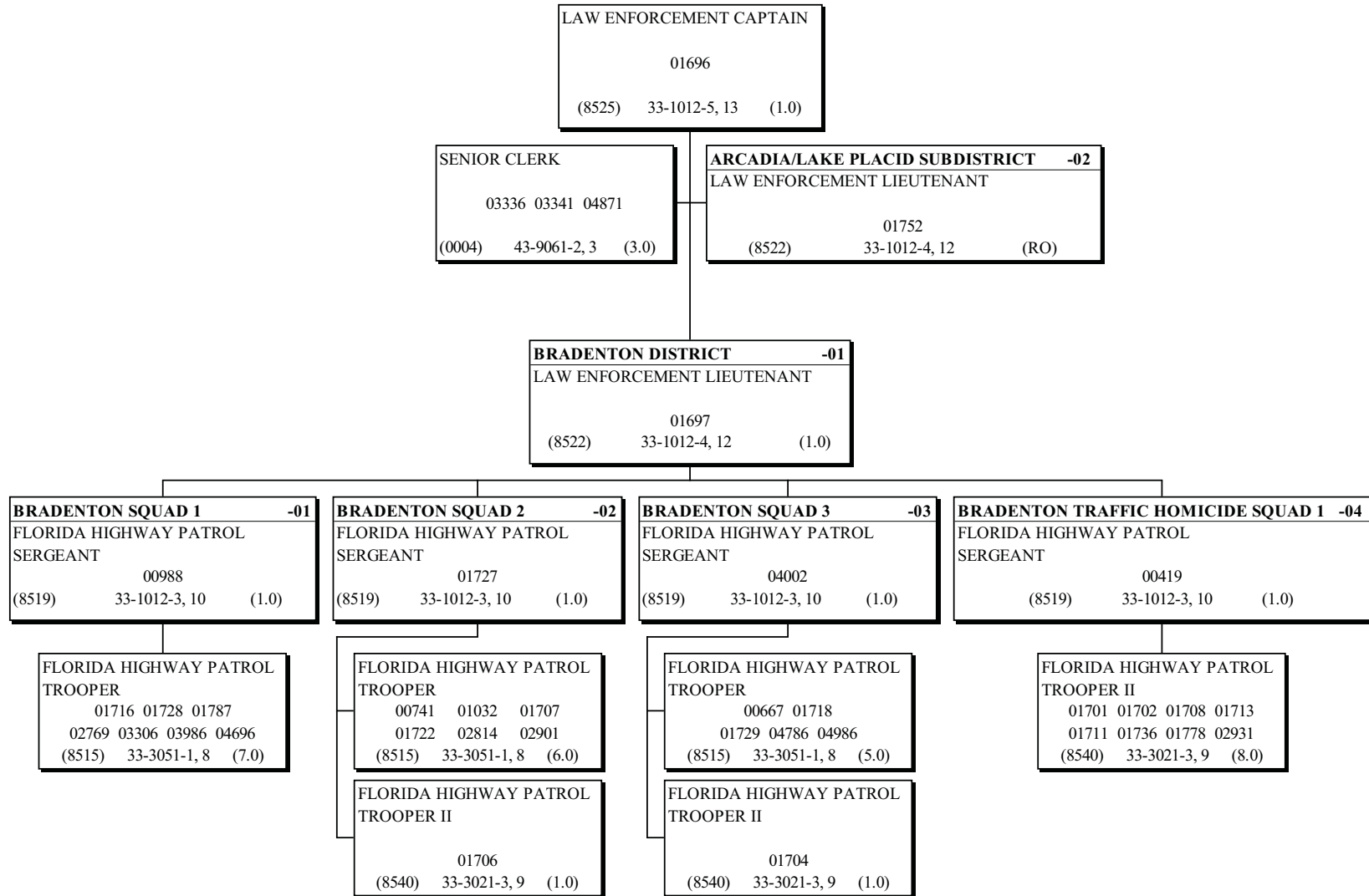
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP F / BRADENTON HEADQUARTERS**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 8  
 NUMBER OF FTE'S: 8.0



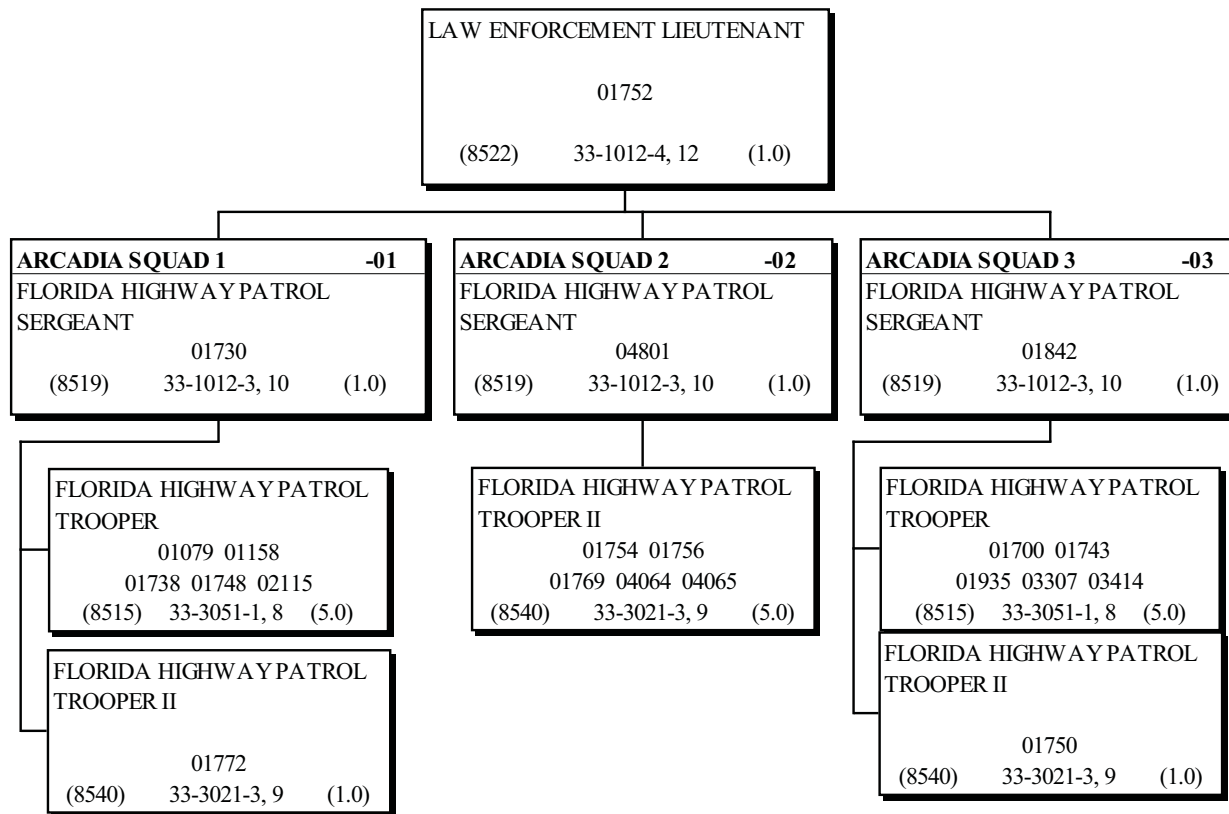
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP F / BRADENTON DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-02-01  
 OED:  
 NUMBER OF POSITIONS: 37  
 NUMBER OF FTE'S: 37.0



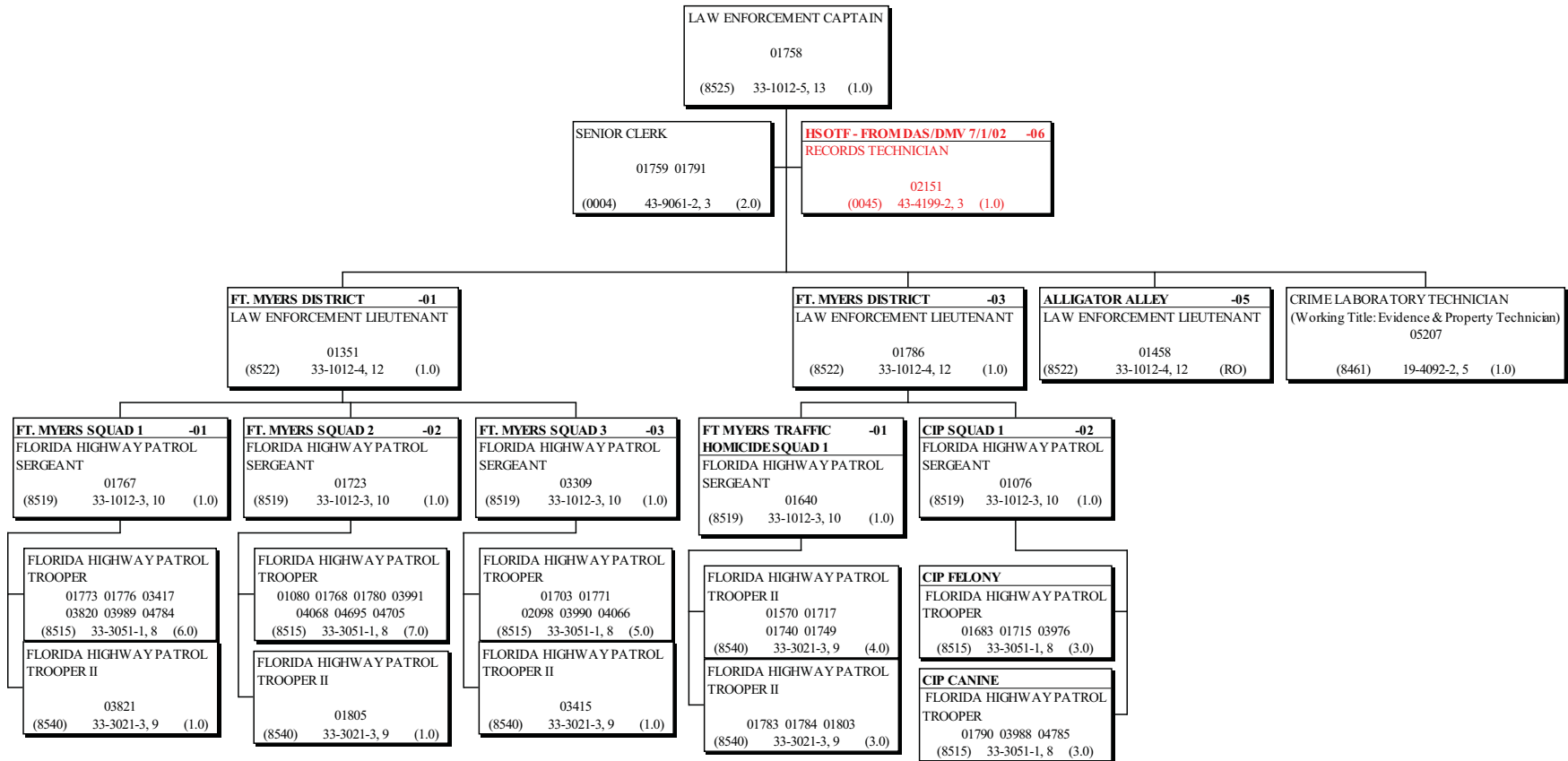
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL,  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP F / BRADENTON DISTRICT, ARCADIA/LAKE PLACID  
 SUBDISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-02-01-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 21  
 NUMBER OF FTE'S: 21.0



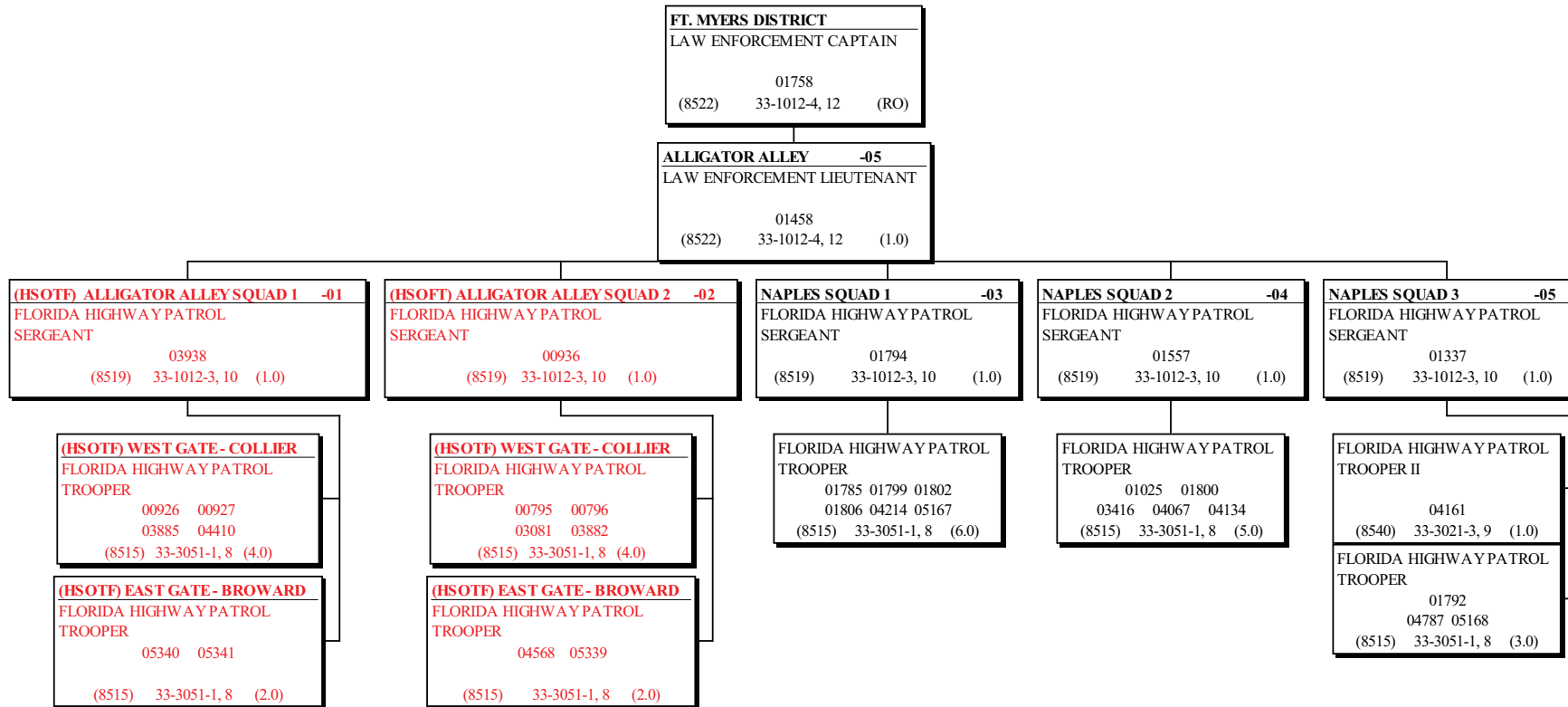
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP F / FT. MYERS DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-02-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 46  
 NUMBER OF FTE'S: 46.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL,  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP F / FT. MYERS DISTRICT, NAPLES SUBDISTRICT**

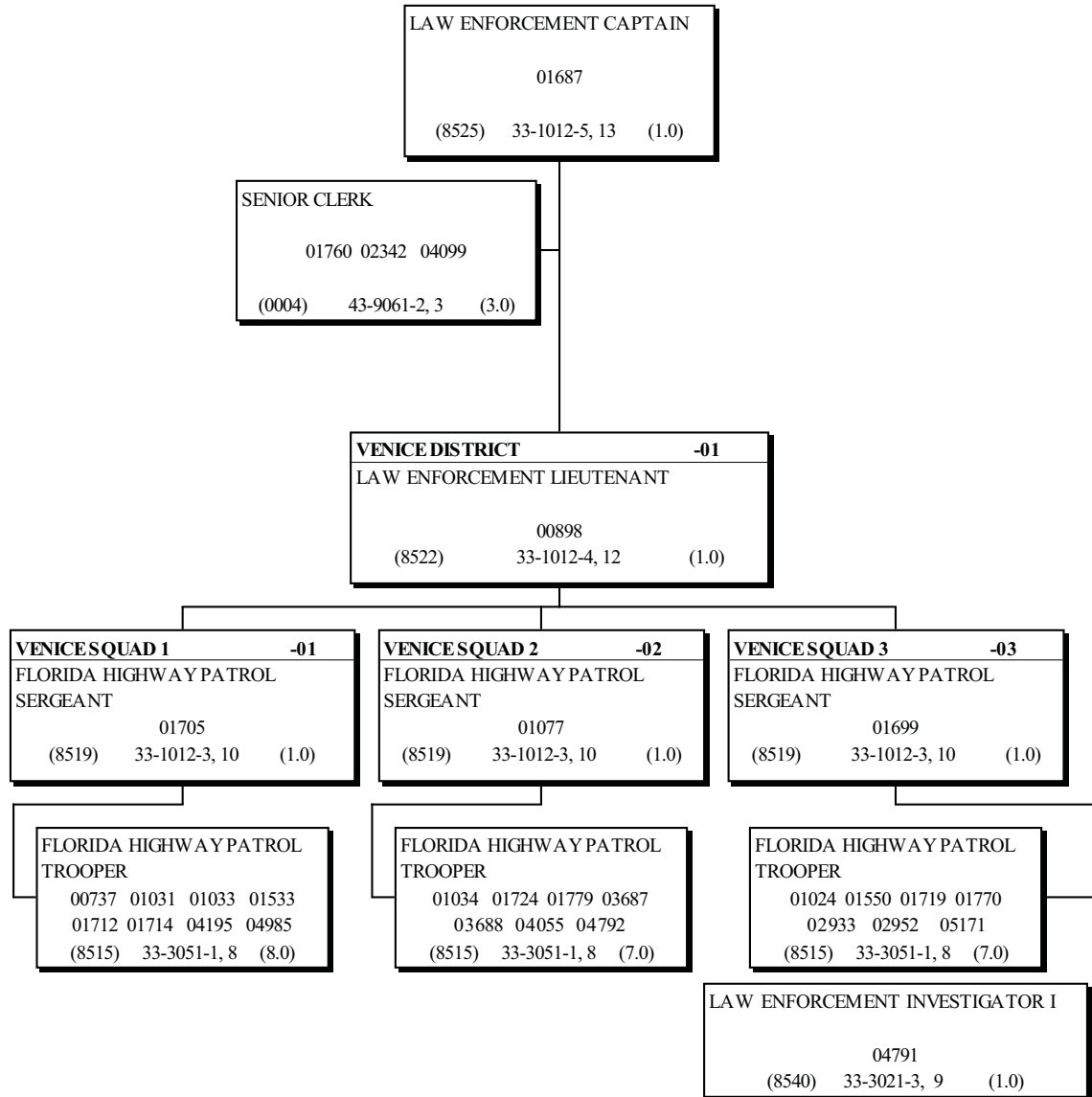
DATE: 07/01/11  
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 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 33  
 NUMBER OF FTE'S: 33.0





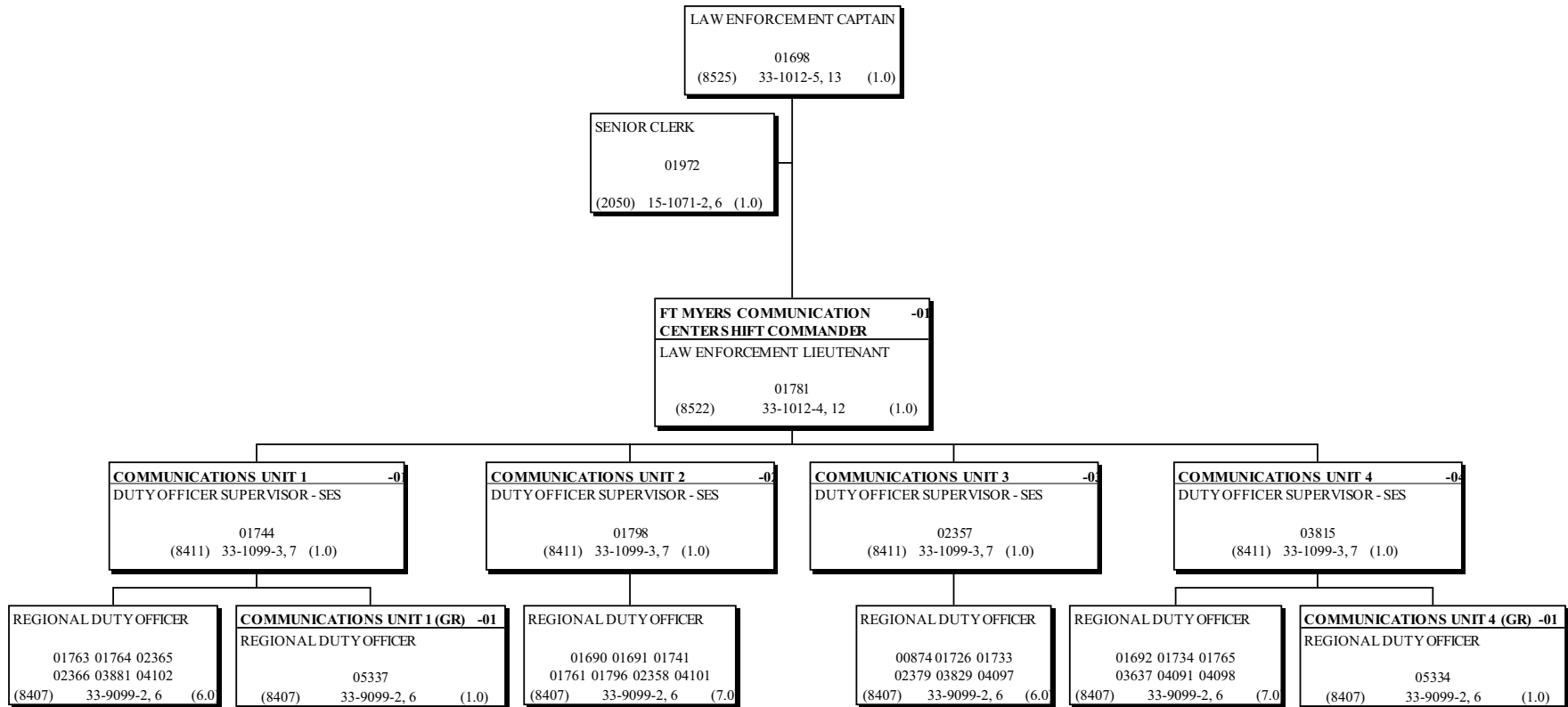
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP F / VENICE DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-02-03  
 OED:  
 NUMBER OF POSITIONS: 31  
 NUMBER OF FTE'S: 31.0



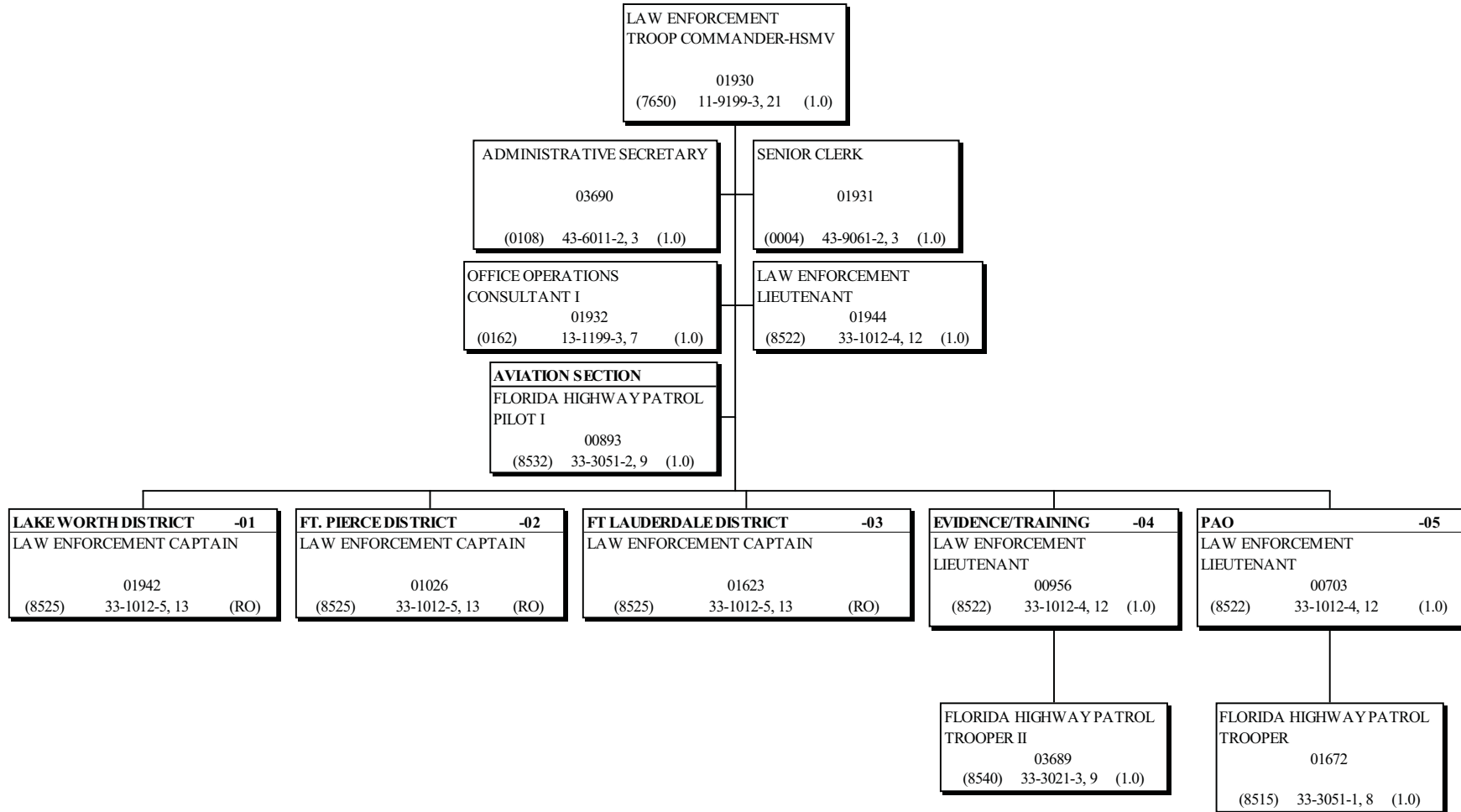
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP F / FT. MYERS COMMUNICATIONS CENTER**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-02-04  
 OED:  
 NUMBER OF POSITIONS: 35  
 NUMBER OF FTE'S: 35.0



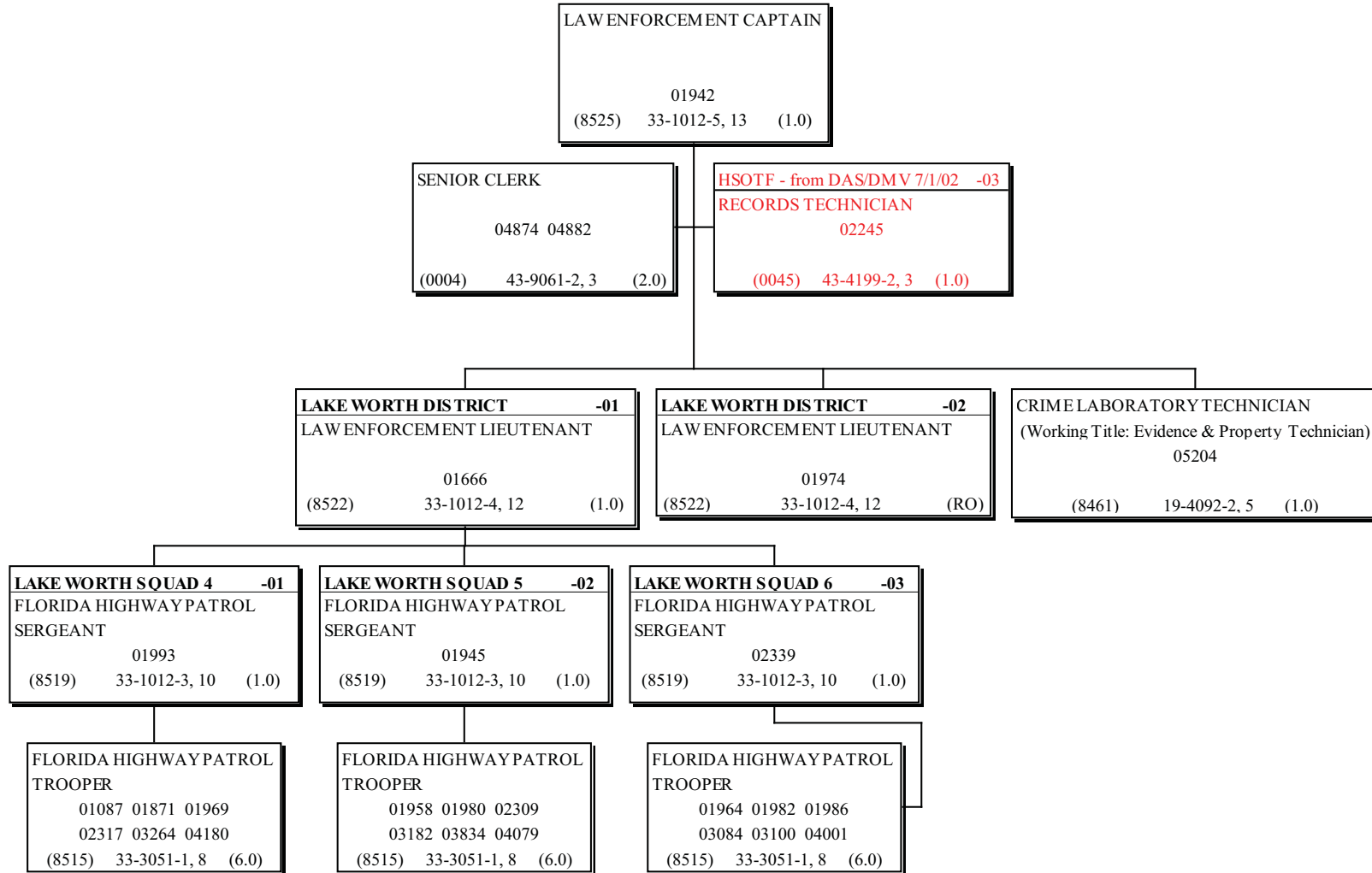
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP L / LAKE WORTH HEADQUARTERS**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 10  
 NUMBER OF FTE'S: 10.0



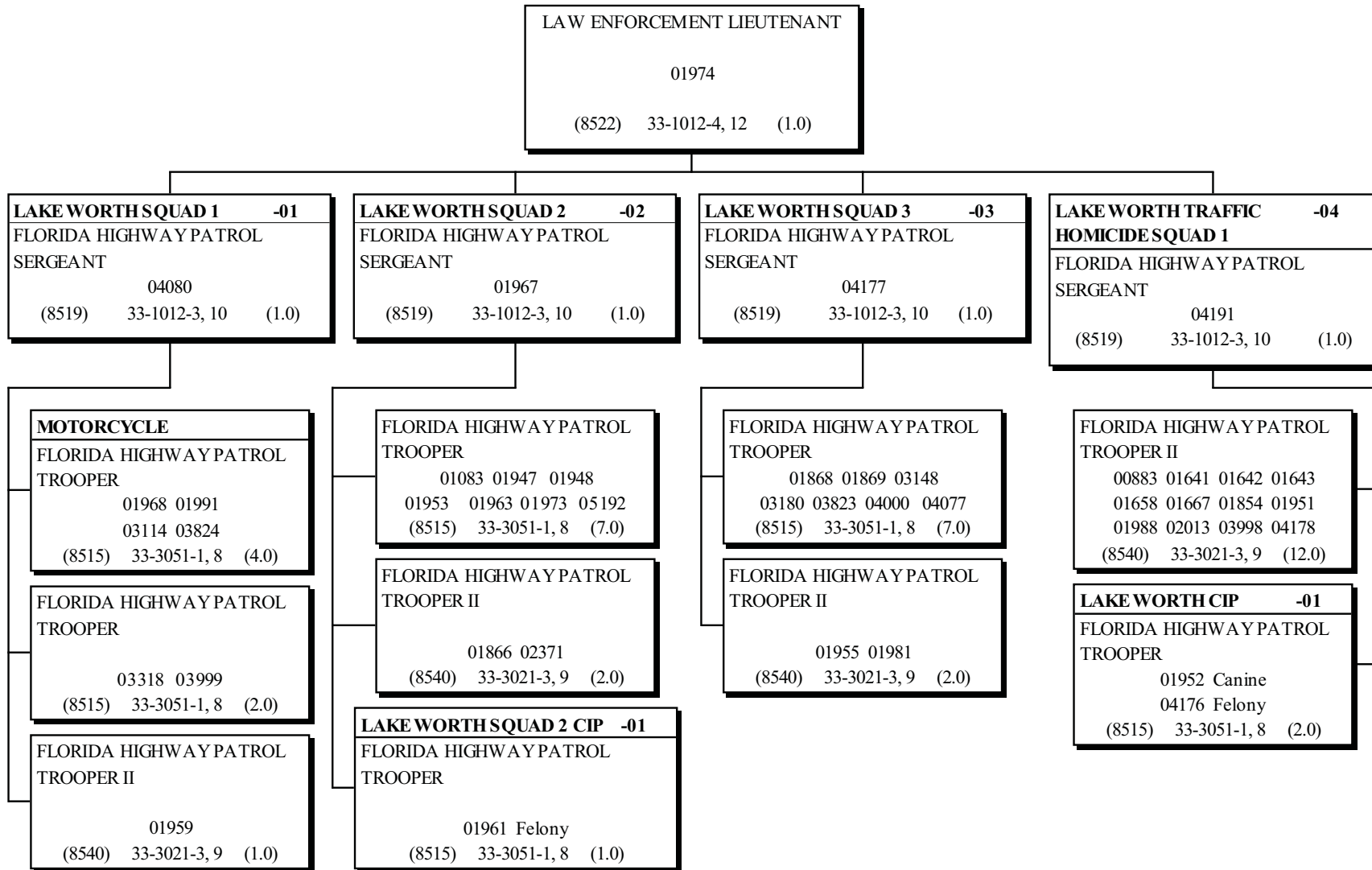
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP L / LAKE WORTH DISTRICT**

DATE: 02/18/11  
 SEQUENCE: 7610-02-03-03-01  
 OWP:  
 NUMBER OF POSITIONS: 27  
 NUMBER OF FTE'S: 27.0



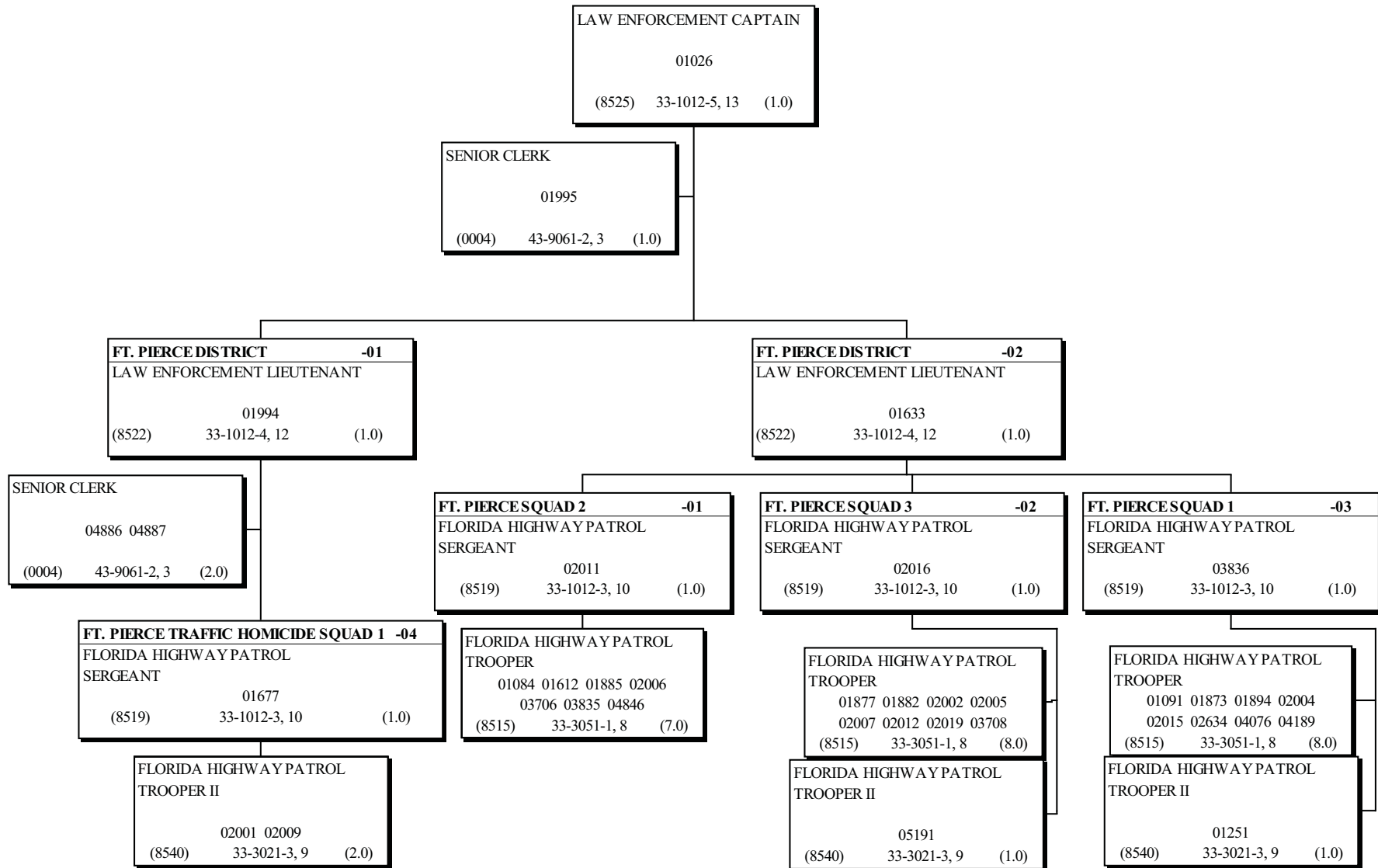
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP L / LAKE WORTH SUBDISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-03-01-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 45  
 NUMBER OF FTE'S: 45.0



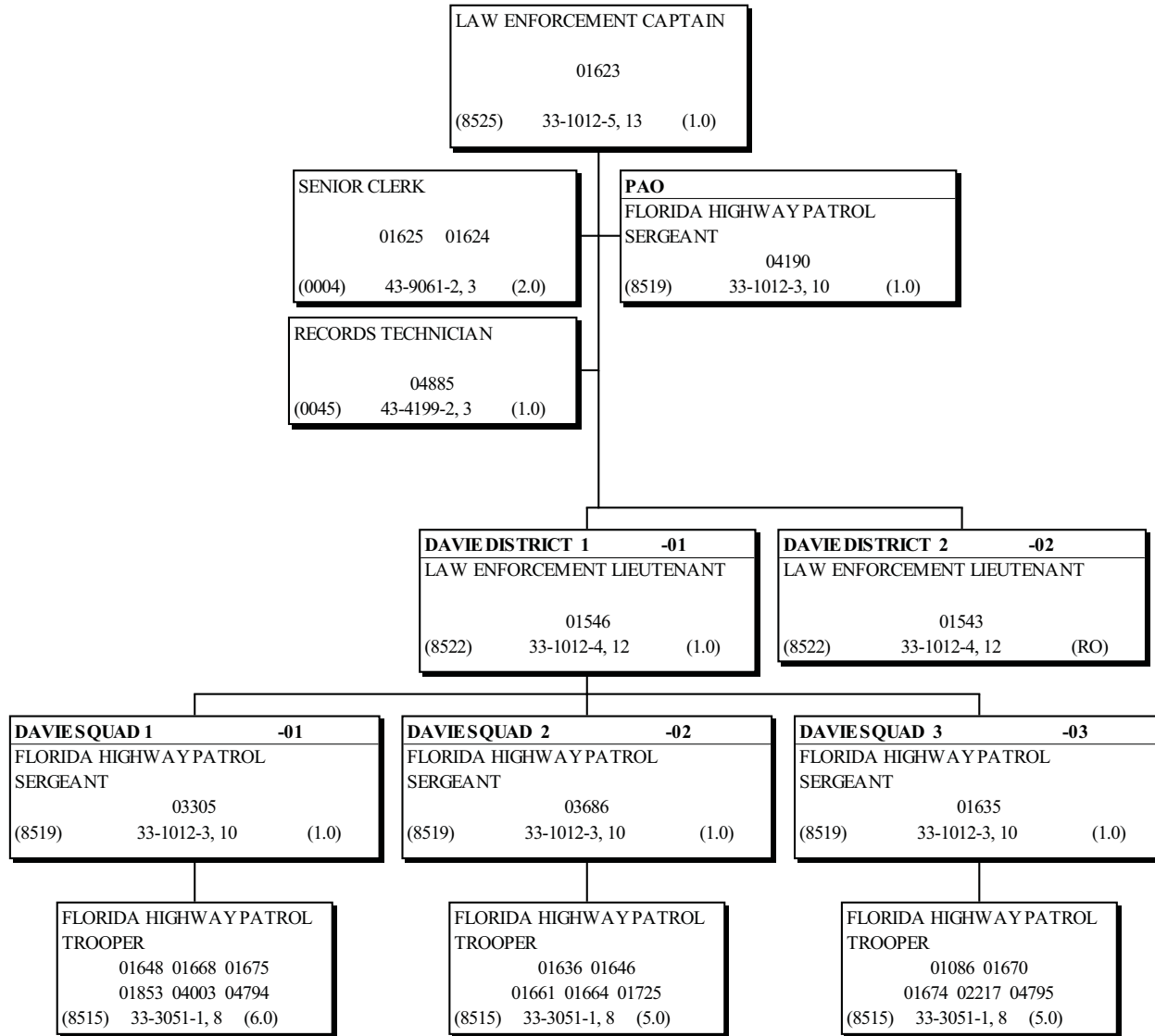
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP L / FT. PIERCE DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-03-02  
 OED:  
 NUMBER OF POSITIONS: 36  
 NUMBER OF FTE'S: 36.0



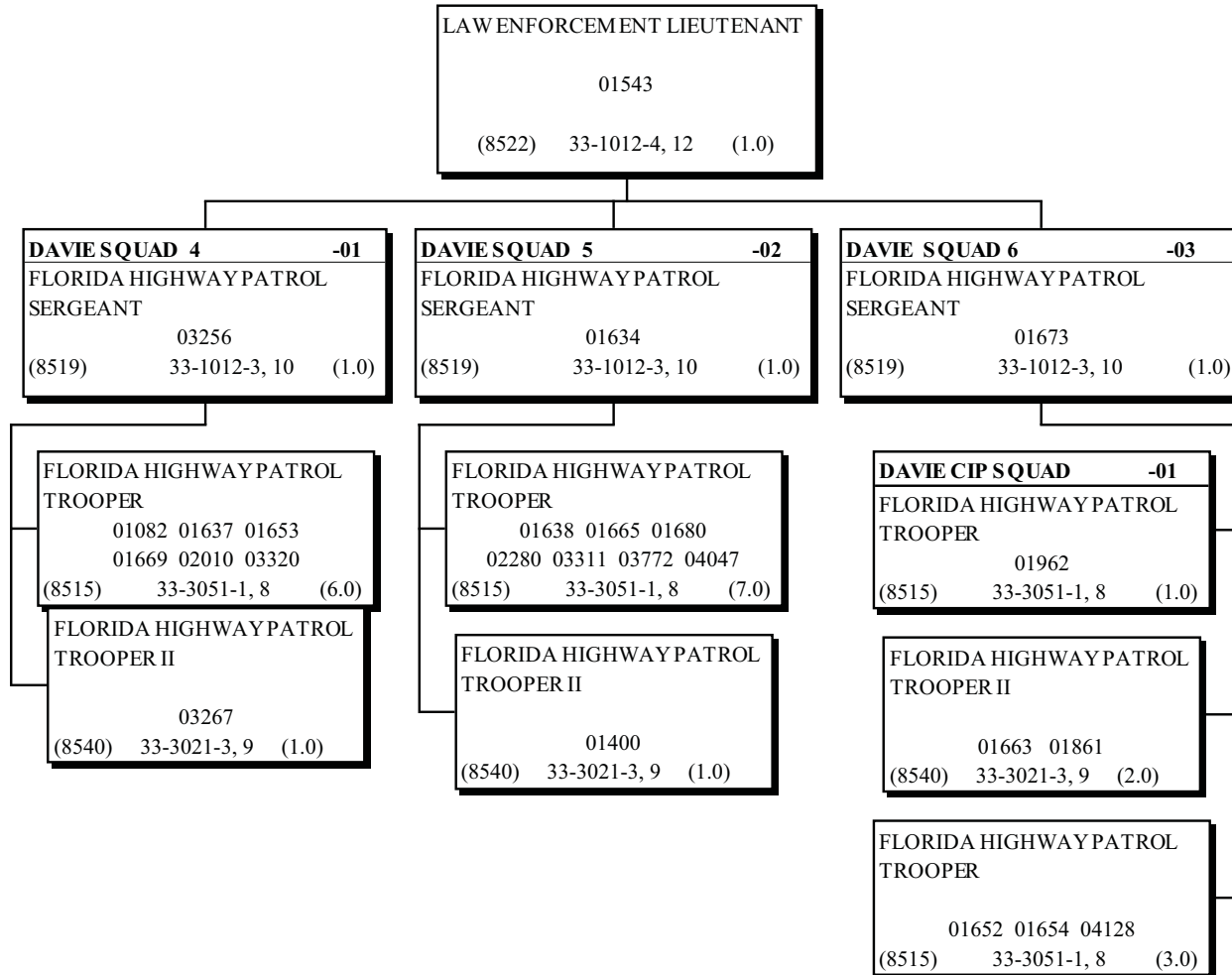
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP L / DAVIE DISTRICT**

DATE: 07/01/11  
 SEQUENCE: 7610-02-03-03-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 25  
 NUMBER OF FTE'S: 25.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND, SOUTHERN REGION  
 TROOP L / DAVIE DISTRICT 2**

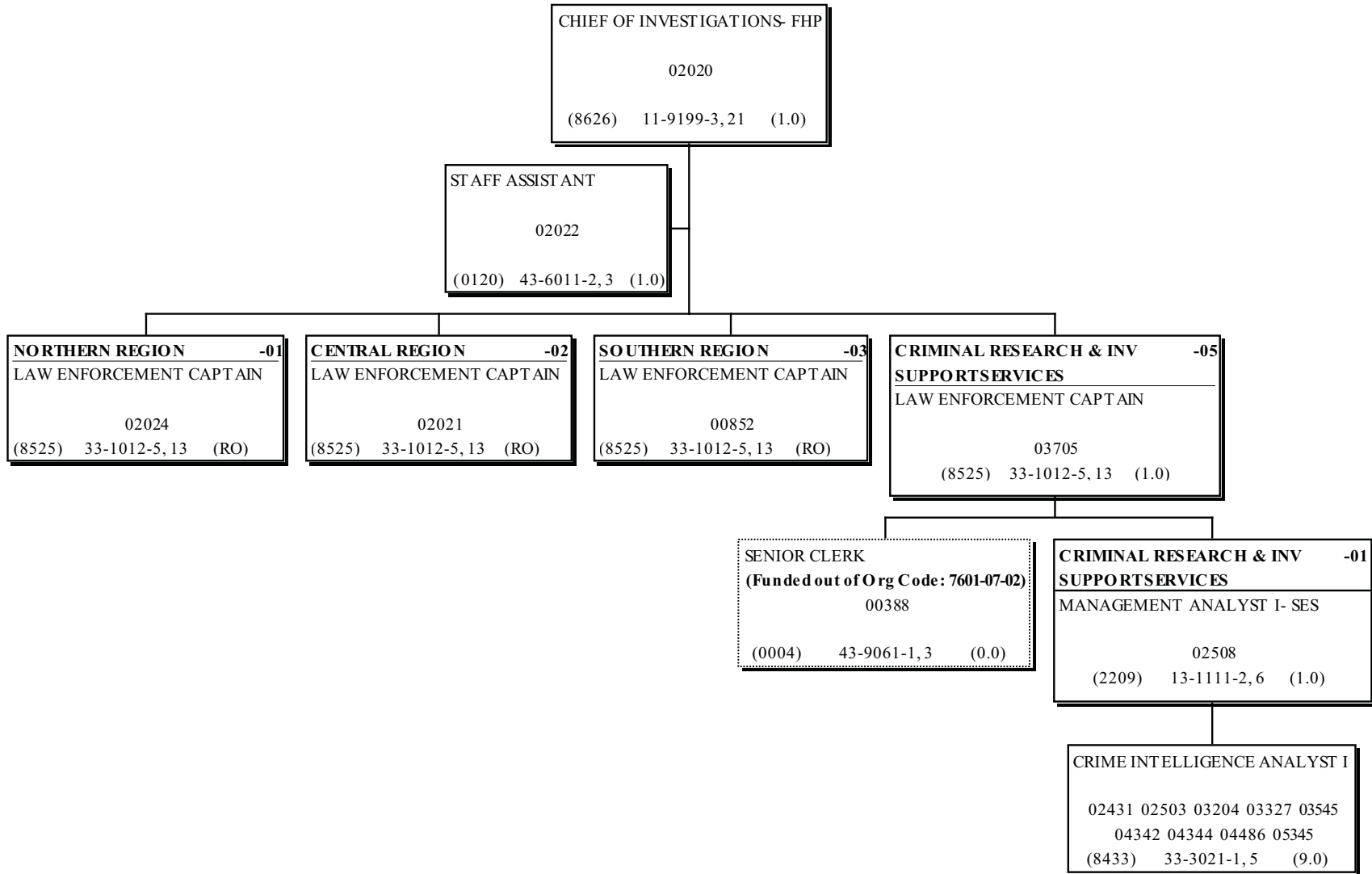
DATE: 07/01/11  
 SEQUENCE: 7610-02-03-03-03-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 25  
 NUMBER OF FTE'S: 25.0





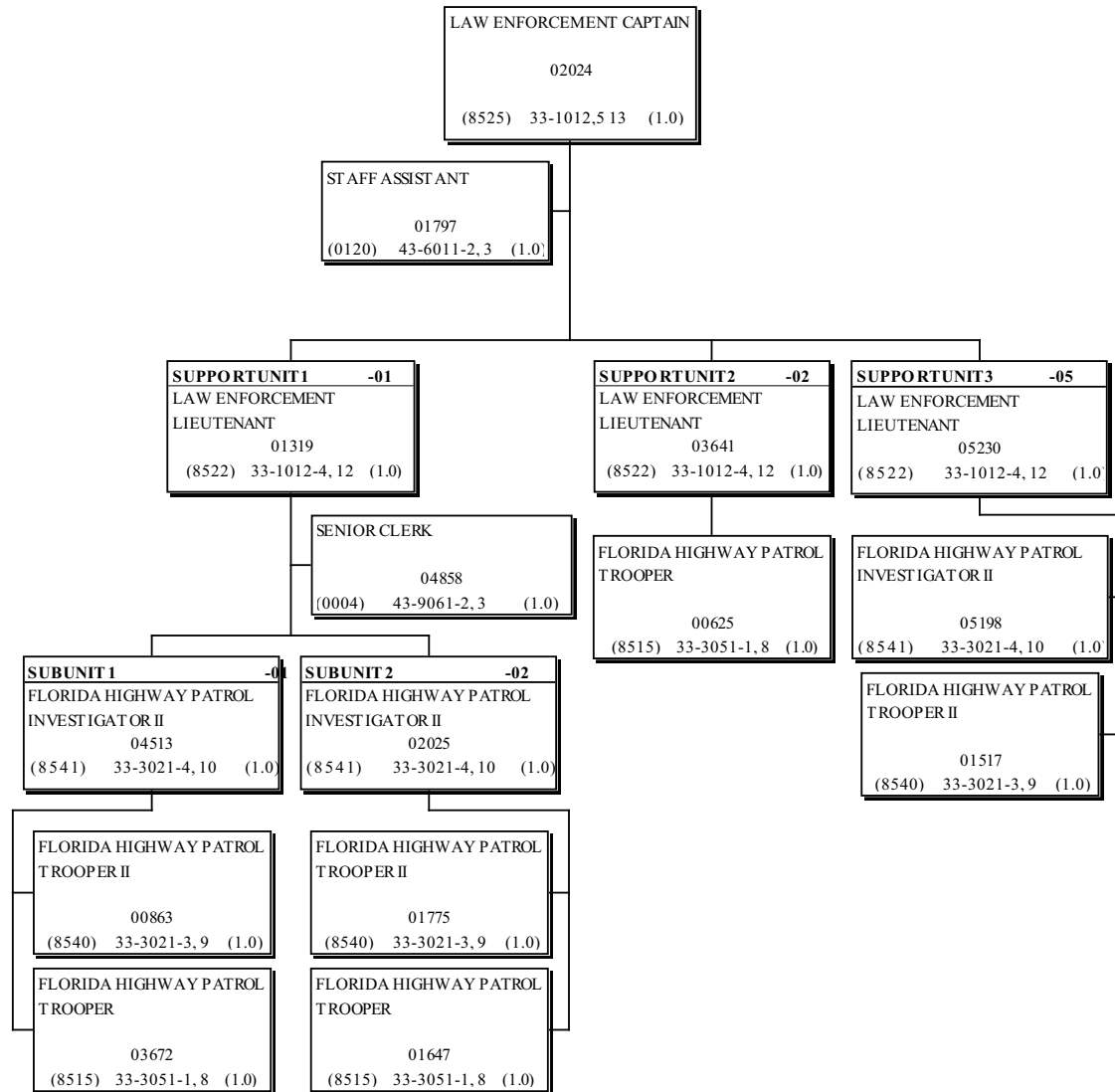
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND  
 BUREAU OF INVESTIGATIONS**

DATE: 07/30/10  
 SEQUENCE: 7610-02-04  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 13  
 NUMBER OF FTES: 13.0



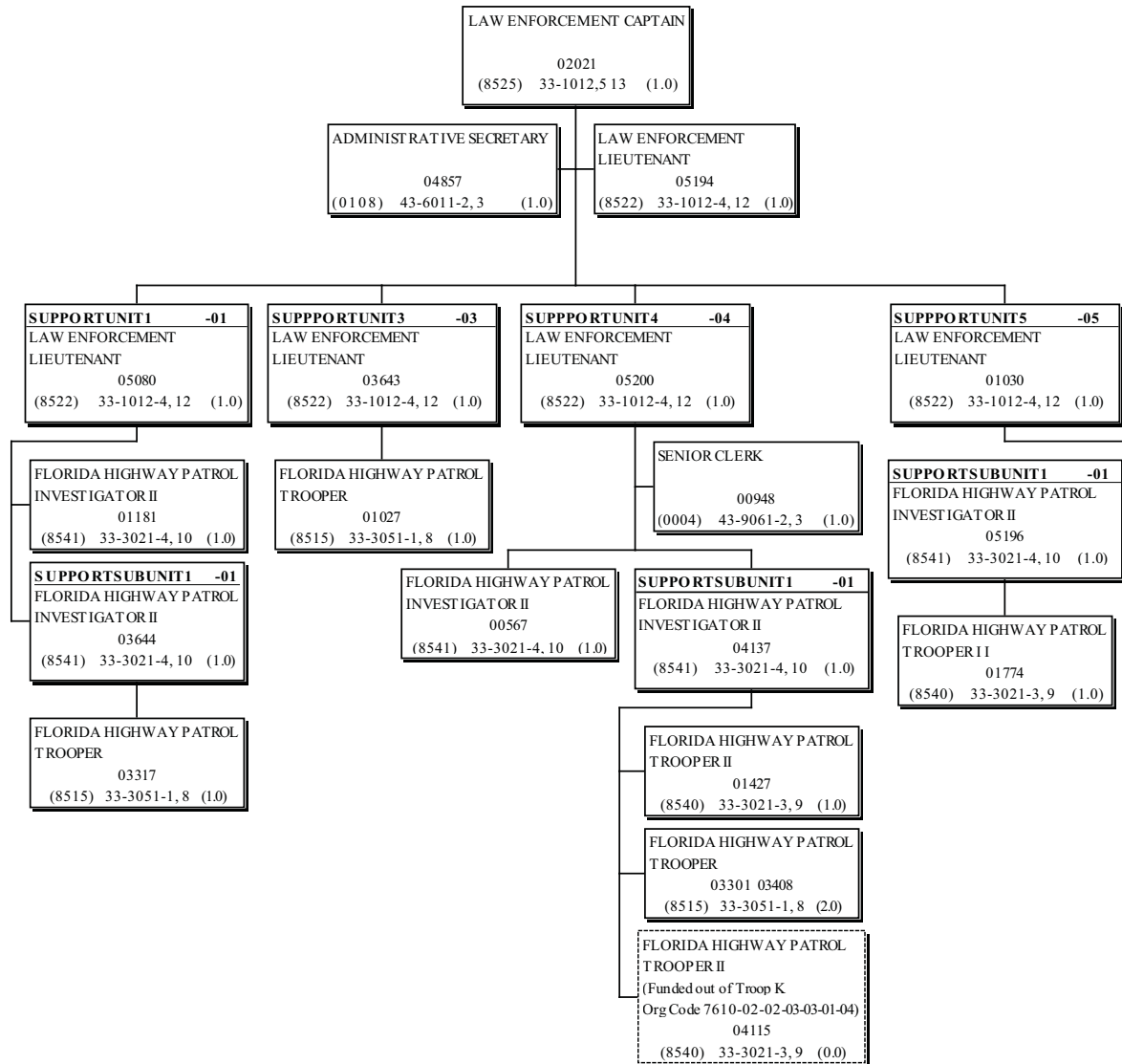
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND  
 BUREAU OF INVESTIGATIONS, NORTHERN REGION**

DATE: 01/07/11  
 SEQUENCE: 7610-02-04-01  
 OWP:  
 NUMBER OF POSITIONS: 15  
 NUMBER OF FTE'S: 15.0



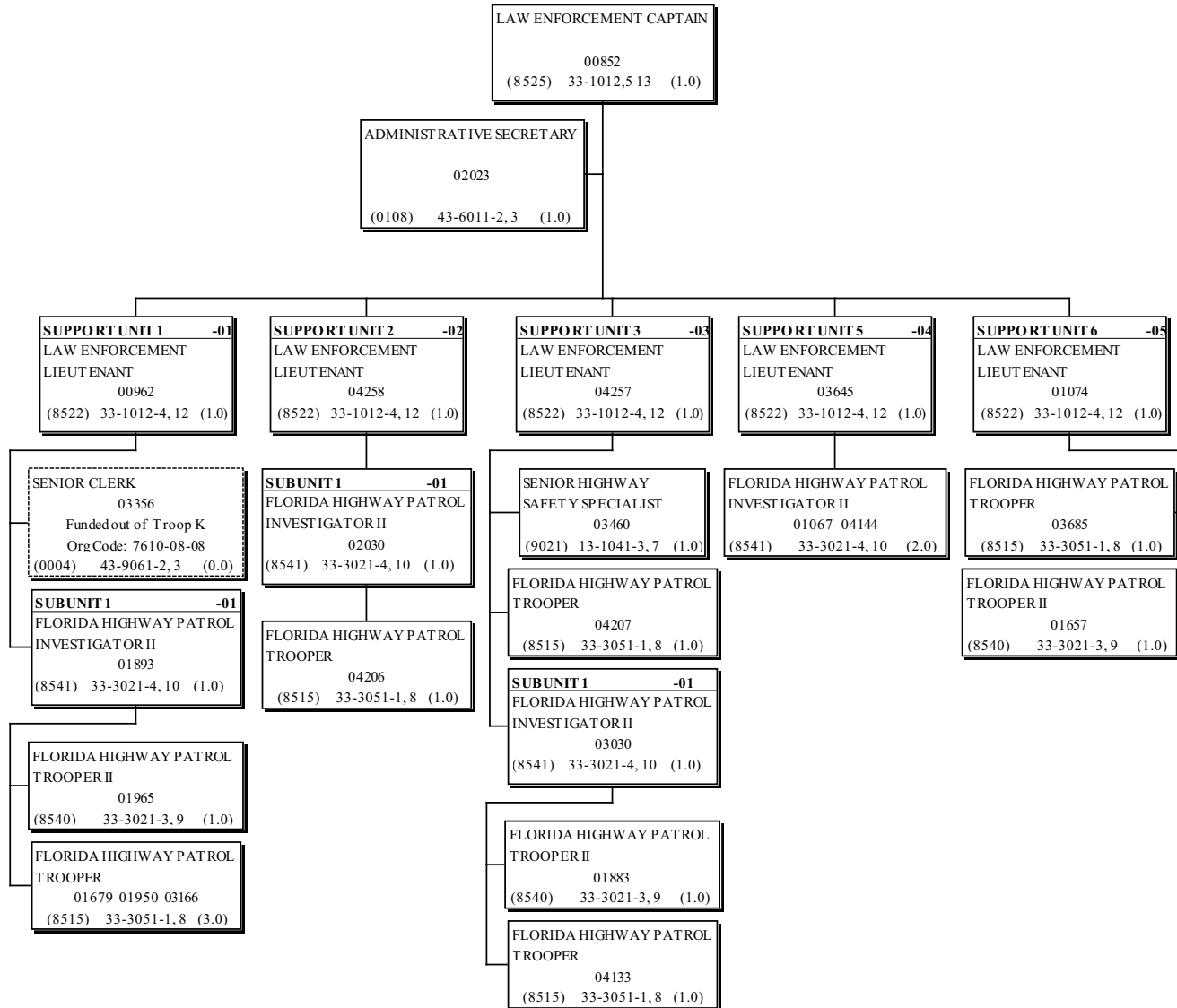
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND  
 BUREAU OF INVESTIGATIONS, CENTRAL REGION**

DATE: 10/08/10  
 SEQUENCE: 7610-02-04-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 19  
 NUMBER OF FTE'S: 19.0



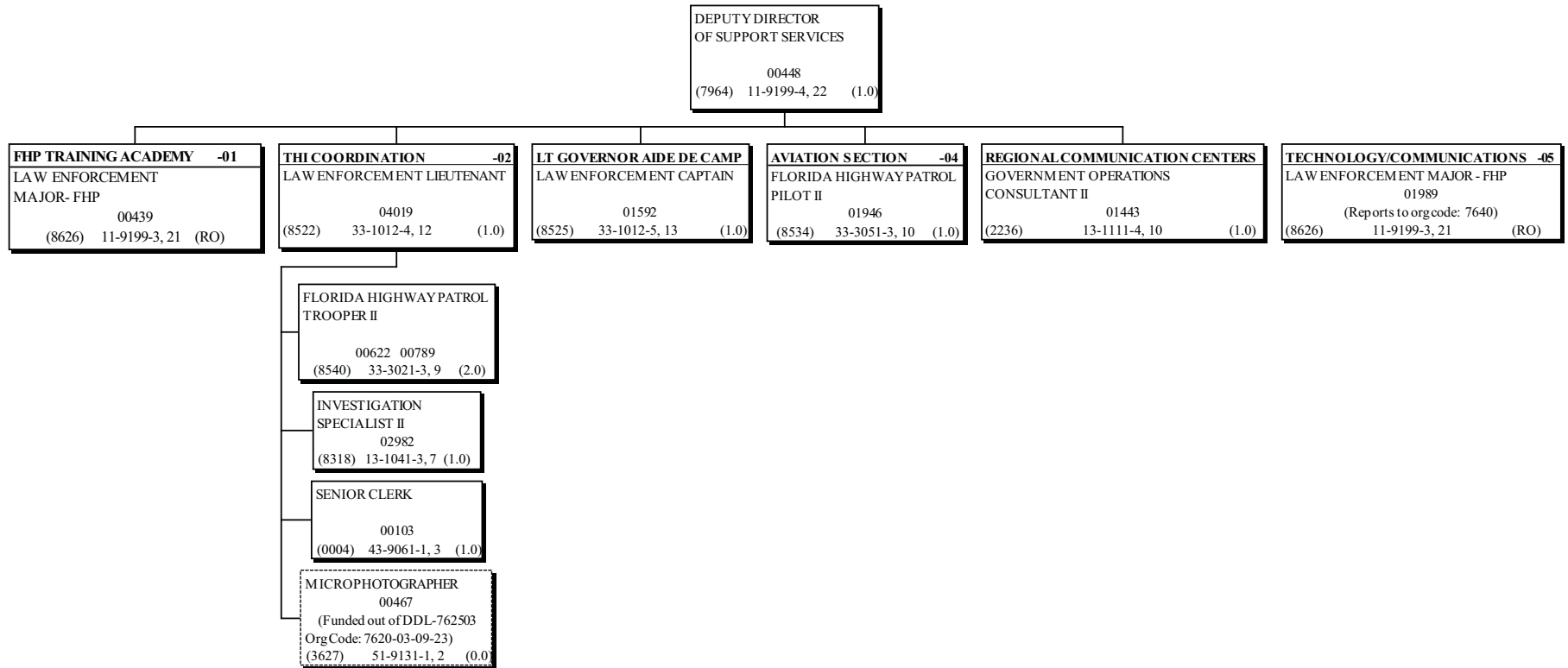
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 PATROL OPERATIONS COMMAND  
 BUREAU OF INVESTIGATIONS, SOUTHERN REGION**

DATE: 10/29/10  
 SEQUENCE: 7610-02-04-03  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 23 NUMBER OF  
 FTE'S: 23.0



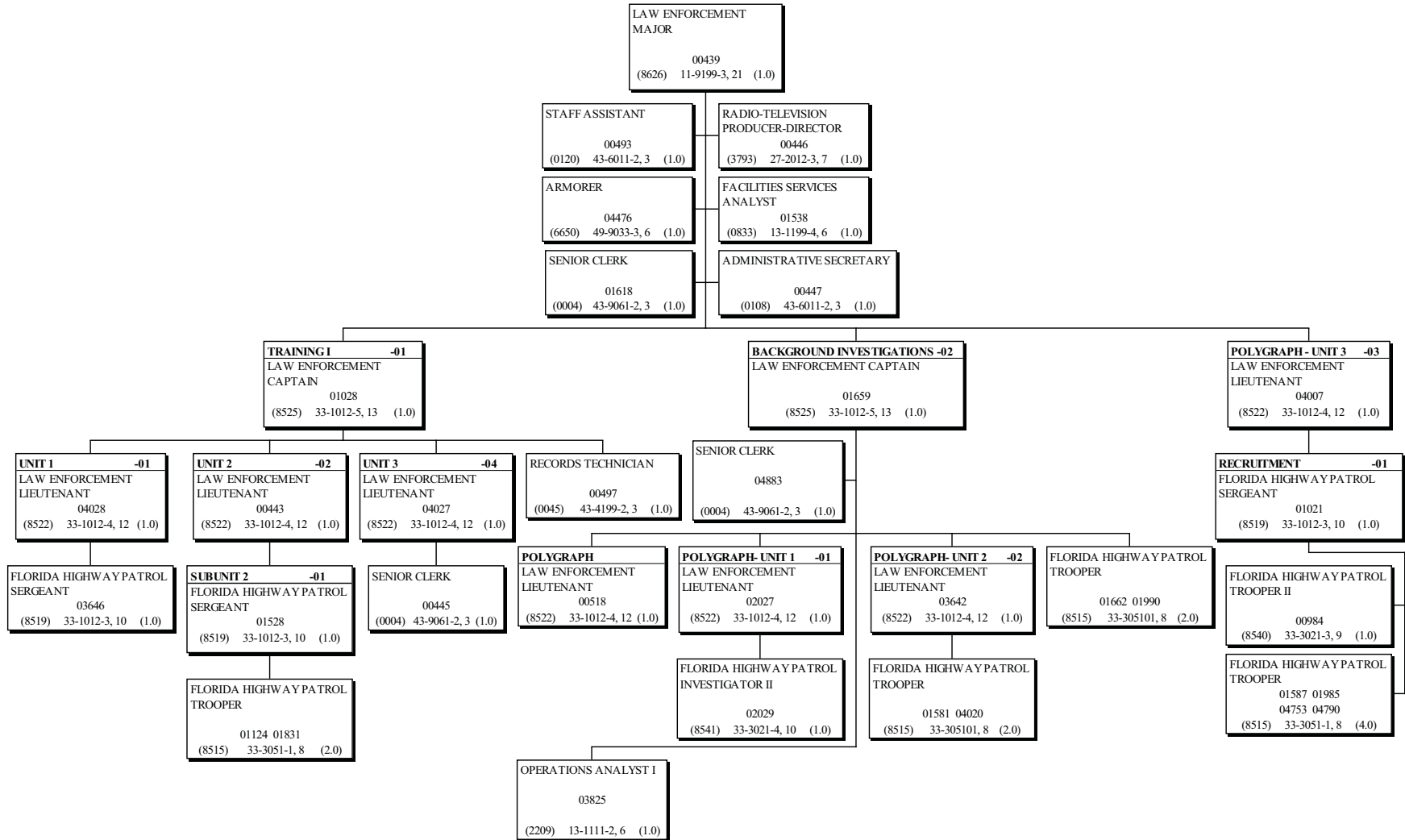
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
DIVISION OF FLORIDA HIGHWAY PATROL  
SPECIAL SERVICES COMMAND**

DATE: 07/01/11  
SEQUENCE: 7610-03  
OED: \_\_\_\_\_  
NUMBER OF POSITIONS: 9  
NUMBER OF FTES: 9.0



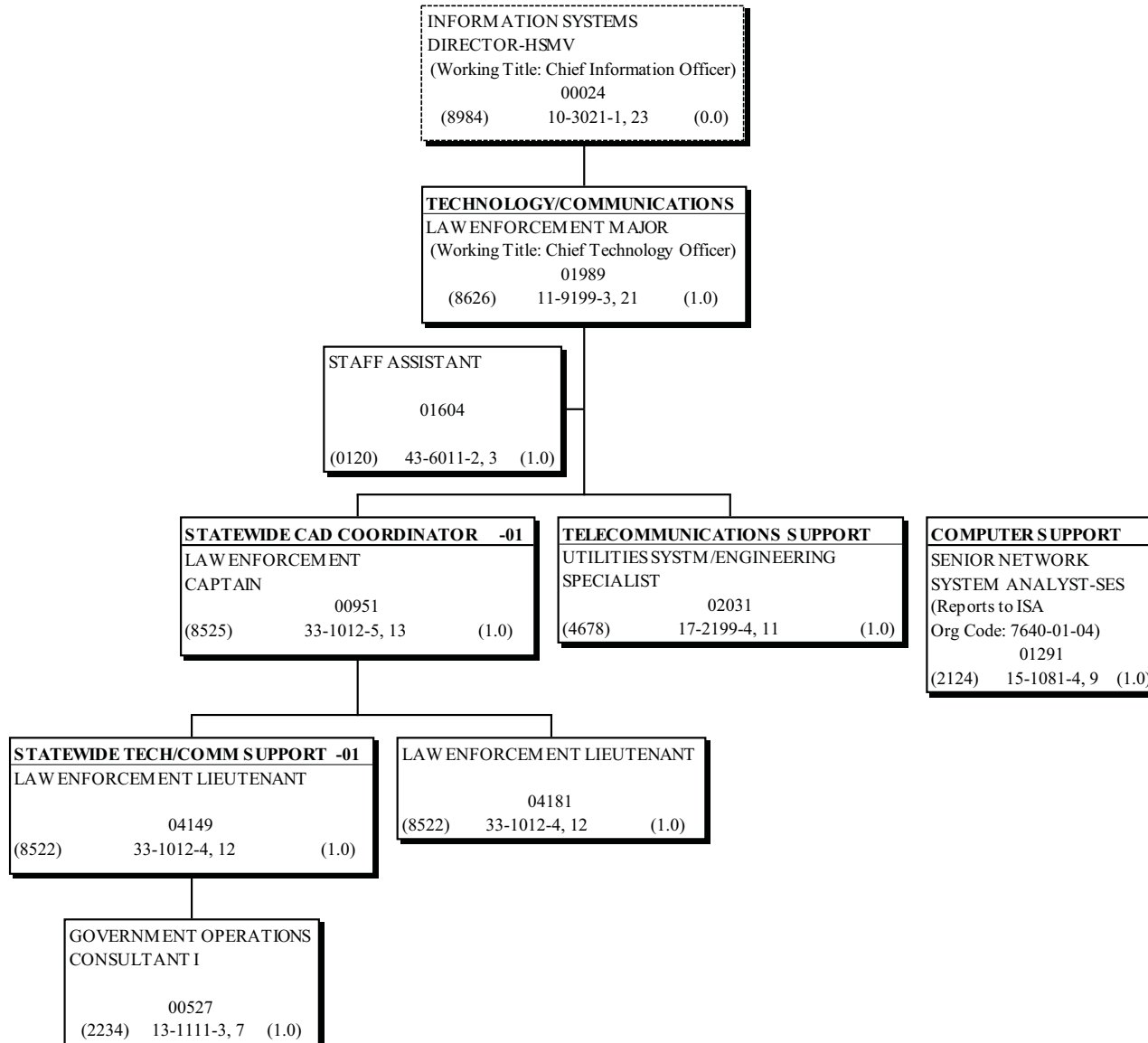
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 FHP SPECIAL OPERATIONS COMMAND -  
 FHP TRAINING ACADEMY & FHP SELECTION**

DATE: 07/08/11  
 SEQUENCE: 7610-03-01  
 OED:  
 NUMBER OF POSITIONS: 35  
 NUMBER OF FTE'S: 35.0



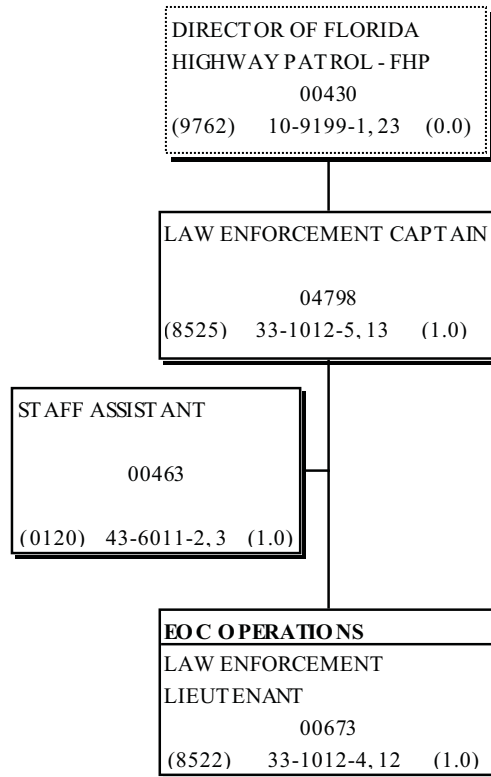
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
DIVISION OF FLORIDA HIGHWAY PATROL  
TECHNOLOGY/COMMUNICATIONS**

DATE: 07/01/11  
SEQUENCE: 7610-03-05  
OED: \_\_\_\_\_  
NUMBER OF POSITIONS: 8  
NUMBER OF FTE'S: 8.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES**  
**DIVISION OF FLORIDA HIGHWAY PATROL**  
**OFFICE OF THE DIRECTOR**  
**OFFICE OF PROFESSIONAL COMPLIANCE**

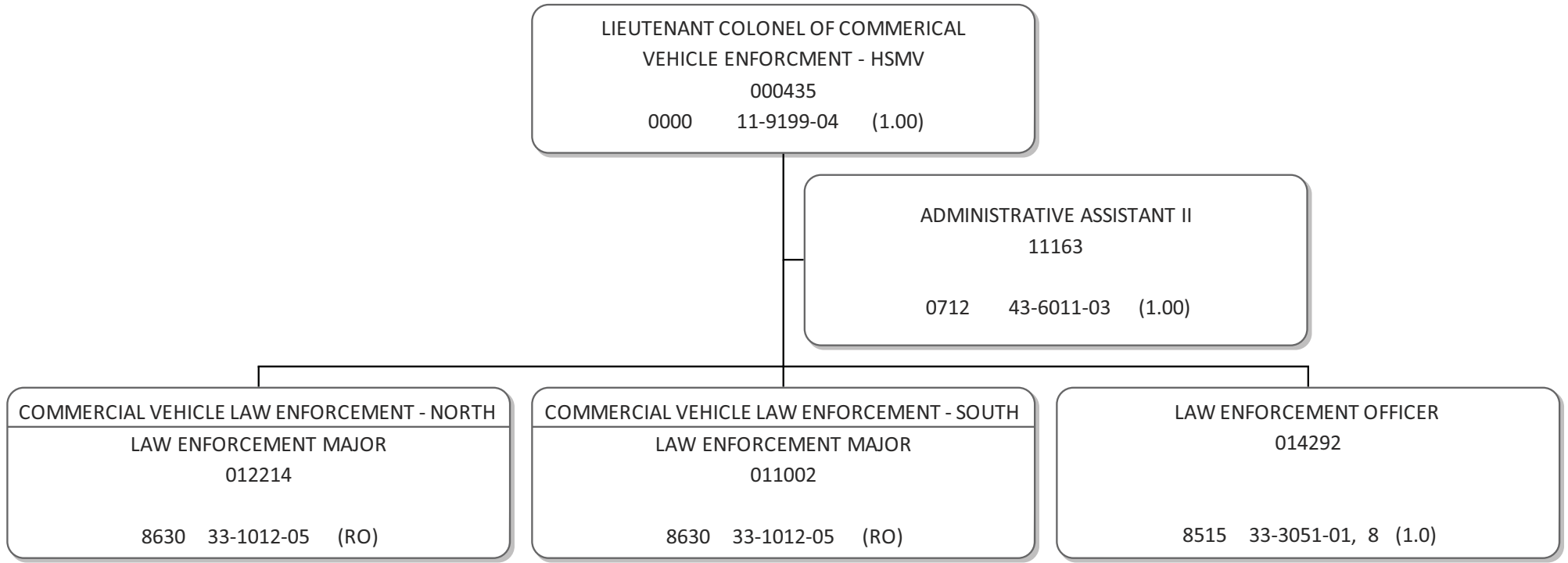
DATE: 06/04/10  
 SEQUENCE: 7610-05  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 3  
 NUMBER OF FTE'S: 3.0





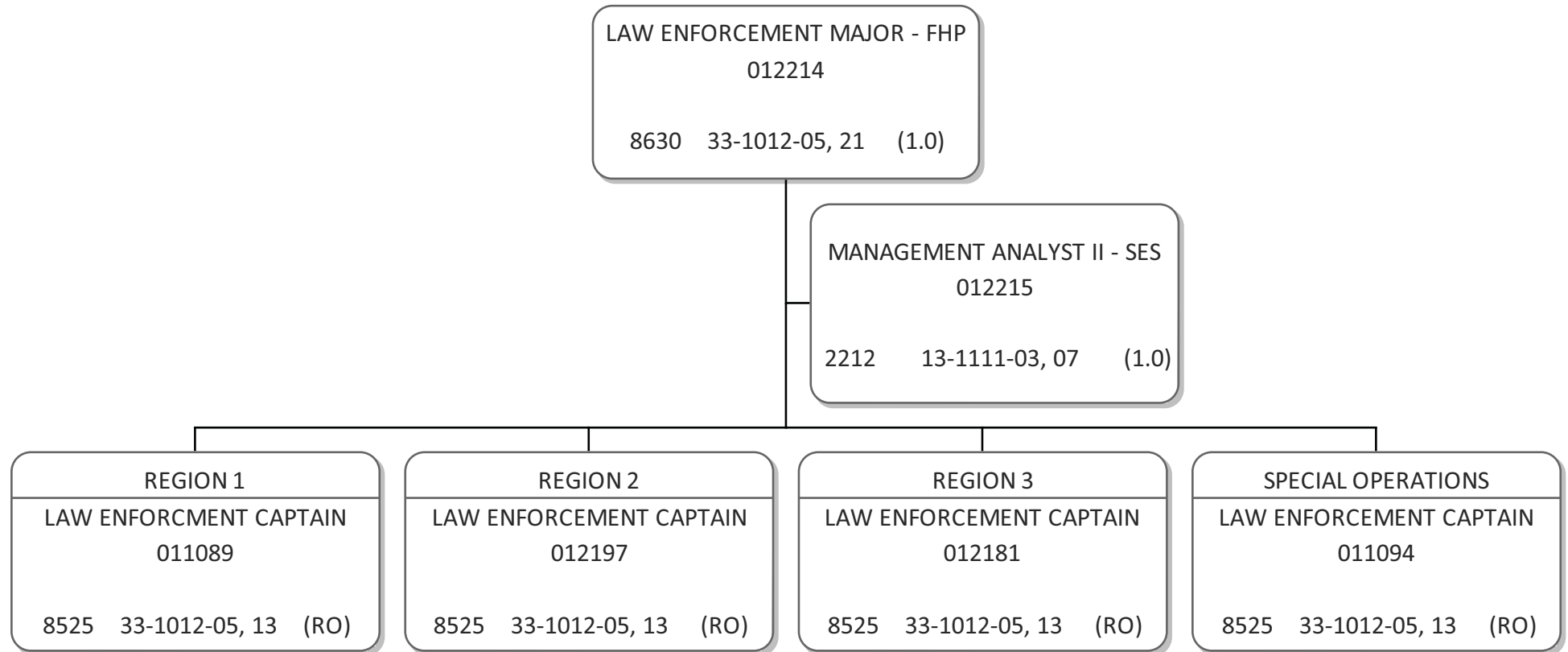
DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
DIVISION OF FLORIDA HIGHWAY PATROL  
OFFICE OF COMMERCIAL VEHICLE ENFORCEMENT

DATE: 07/01/11  
SEQUENCE: 7610-12  
OED: \_\_\_\_\_  
NUMBER OF POSITIONS: 3.0  
NUMBER OF FTE'S: 3.0



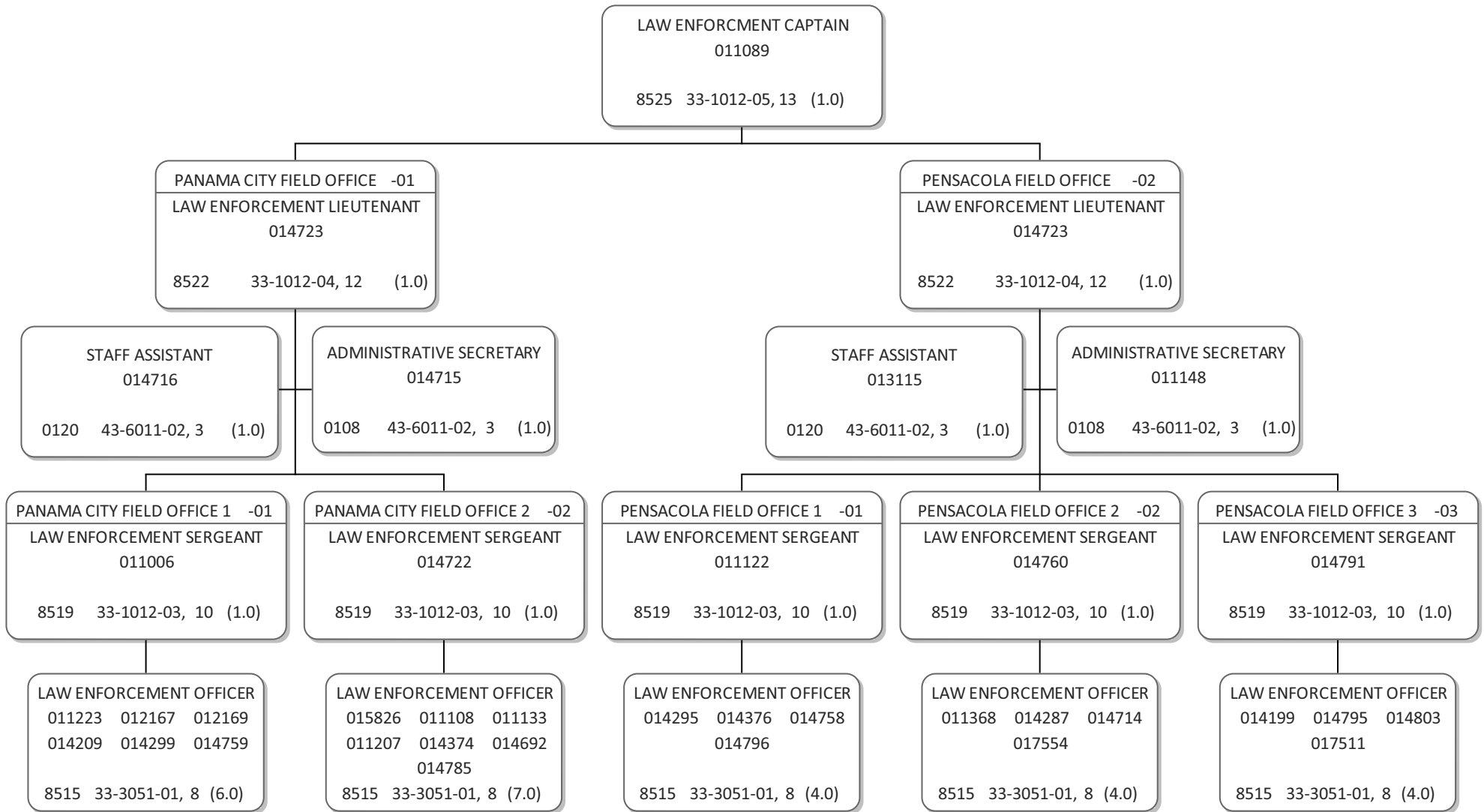
DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 OFFICE OF COMMERCIAL VEHICLE ENFORCEMENT  
 COMMERCIAL VEHICLE ENFORCEMENT - NORTH

DATE: 07/01/11  
 SEQUENCE: 7610-12-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 2.0  
 NUMBER OF FTE'S: 2.0



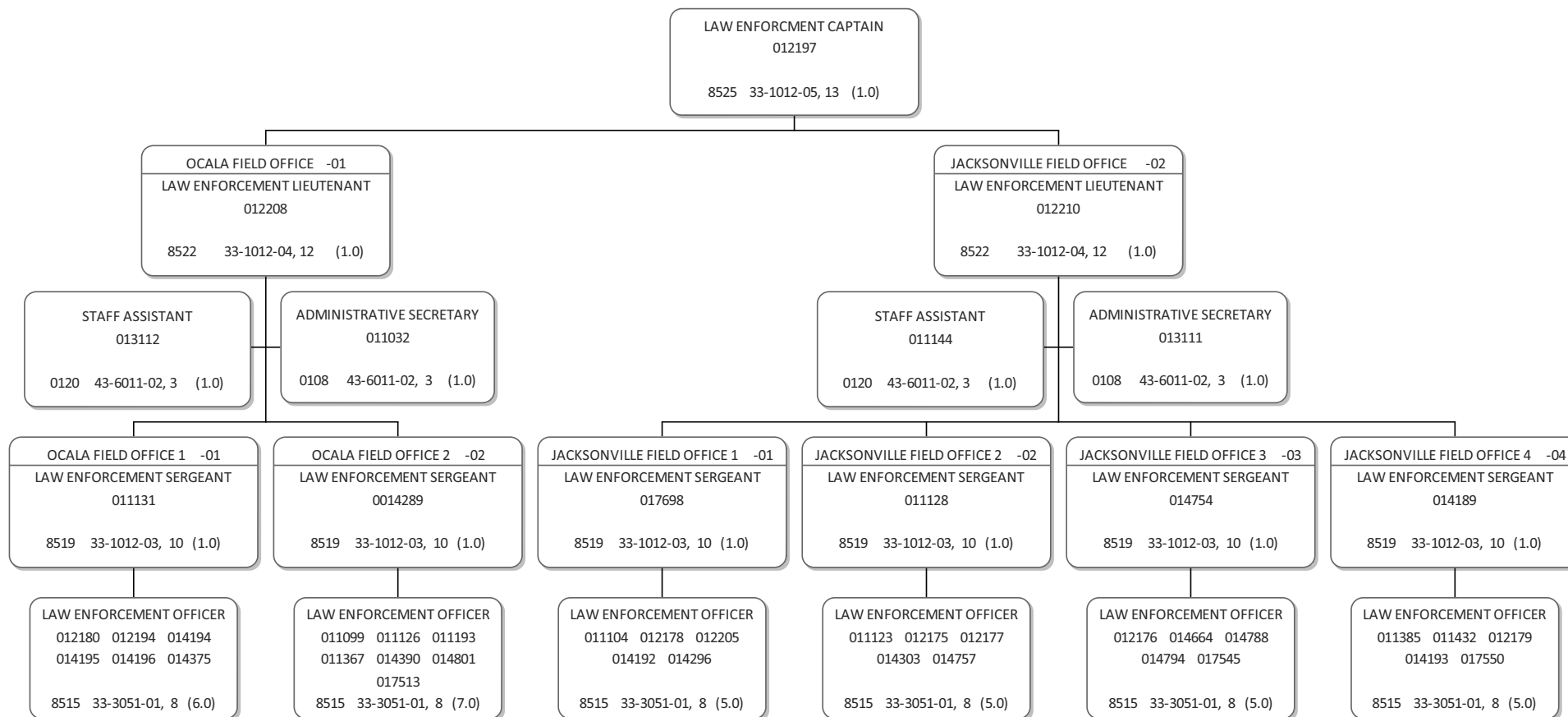
DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 OFFICE OF COMMERCIAL VEHICLE ENFORCEMENT  
 COMMERCIAL VEHICLE ENFORCEMENT - NORTH, REGION 1  
 (PANAMA CITY & PENSACOLA)

DATE: 07/01/11  
 SEQUENCE: 7610-12-01-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 37.0  
 NUMBER OF FTE'S: 37.0



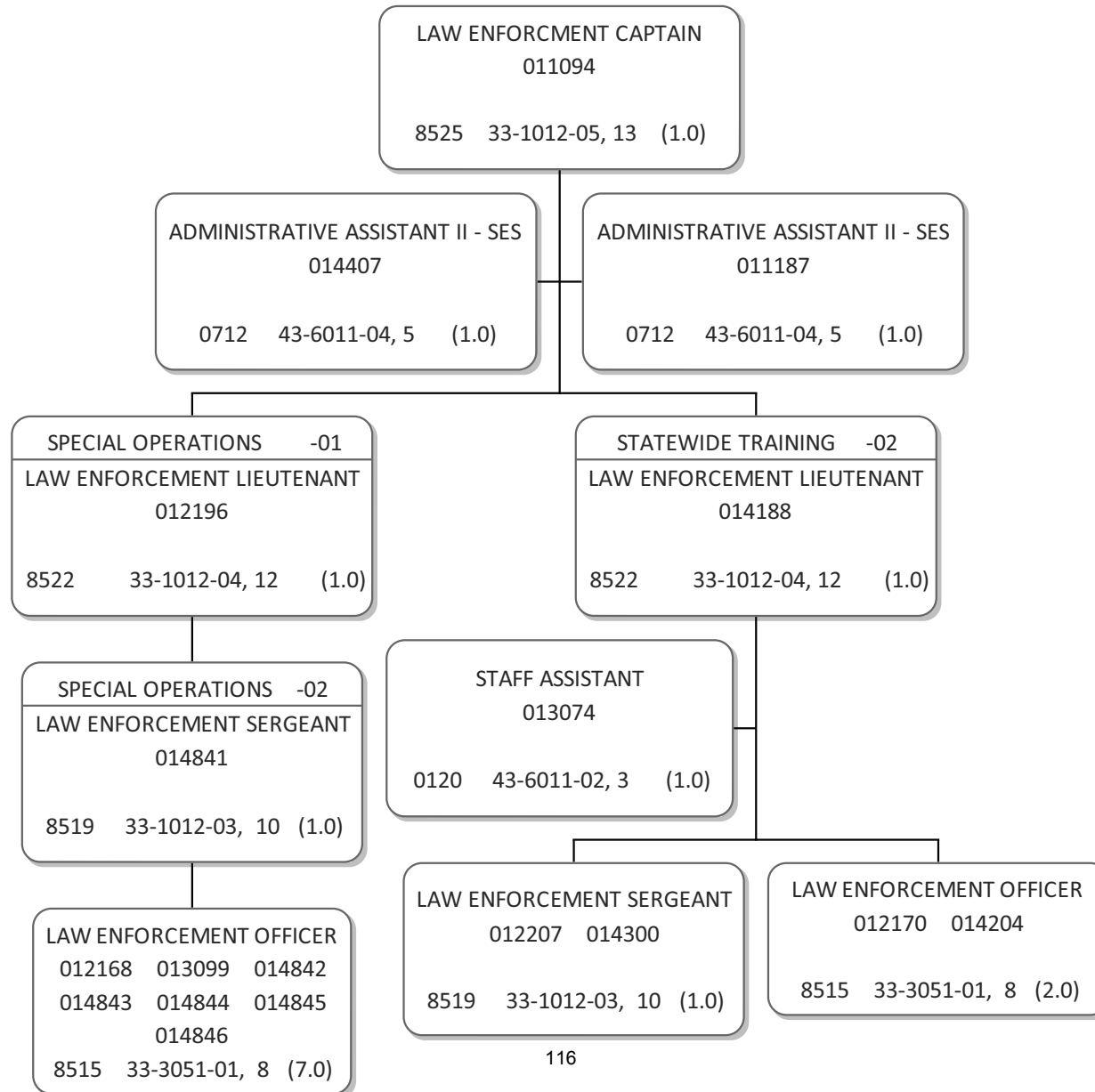
DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 OFFICE OF COMMERCIAL VEHICLE ENFORCEMENT  
 COMMERCIAL VEHICLE ENFORCEMENT - NORTH, REGION 2 (OCALA  
 & JACKSONVILLE)

DATE: 07/01/11  
 SEQUENCE: 7610-12-01-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 46.0  
 NUMBER OF FTE'S: 46.0



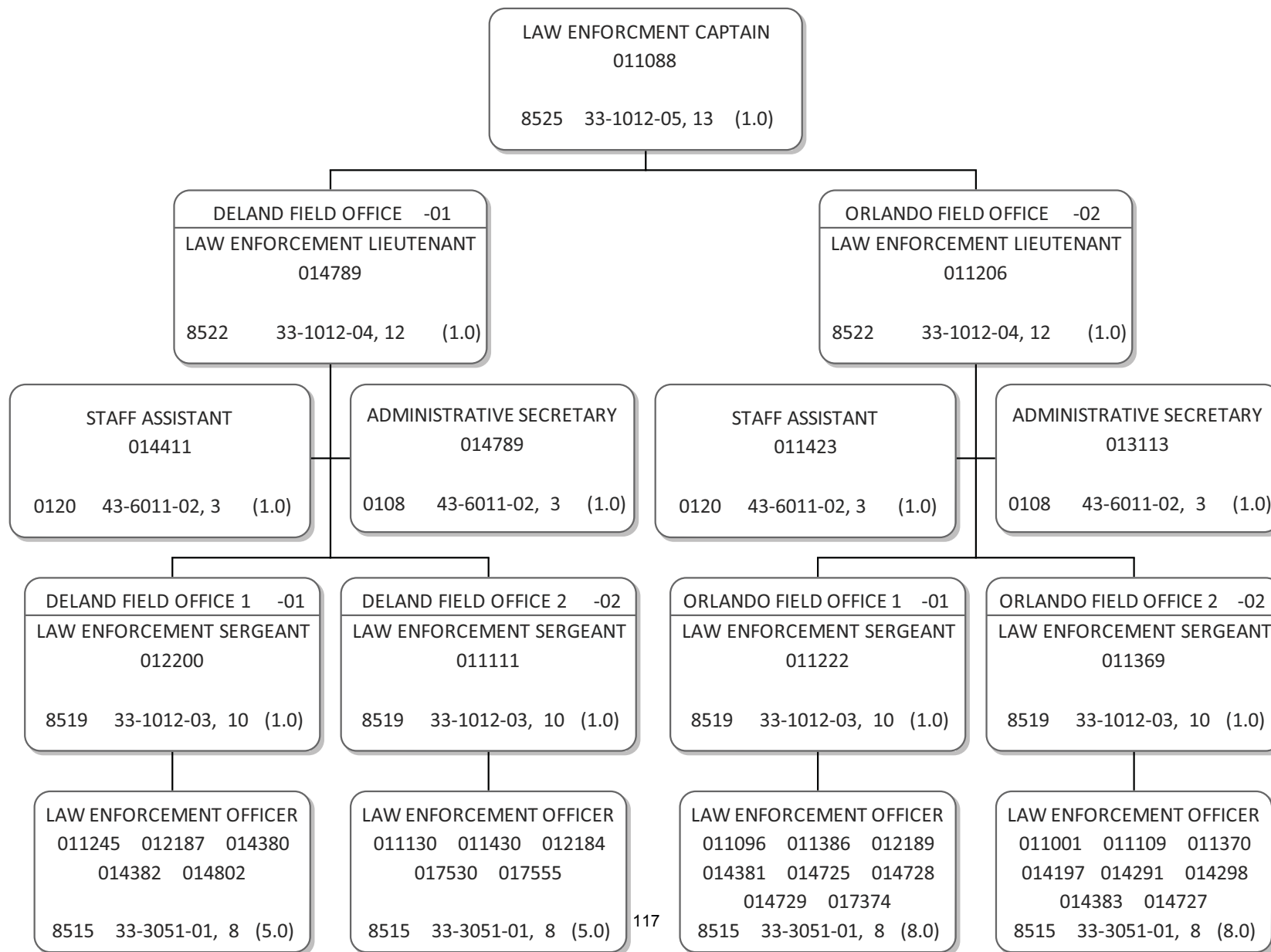
DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 OFFICE OF COMMERCIAL VEHICLE ENFORCEMENT  
 COMMERCIAL VEHICLE ENFORCEMENT - NORTH, SPECIAL  
 OPERATIONS

DATE: 07/01/11  
 SEQUENCE: 7610-12-01-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 17.0  
 NUMBER OF FTE'S: 17.0



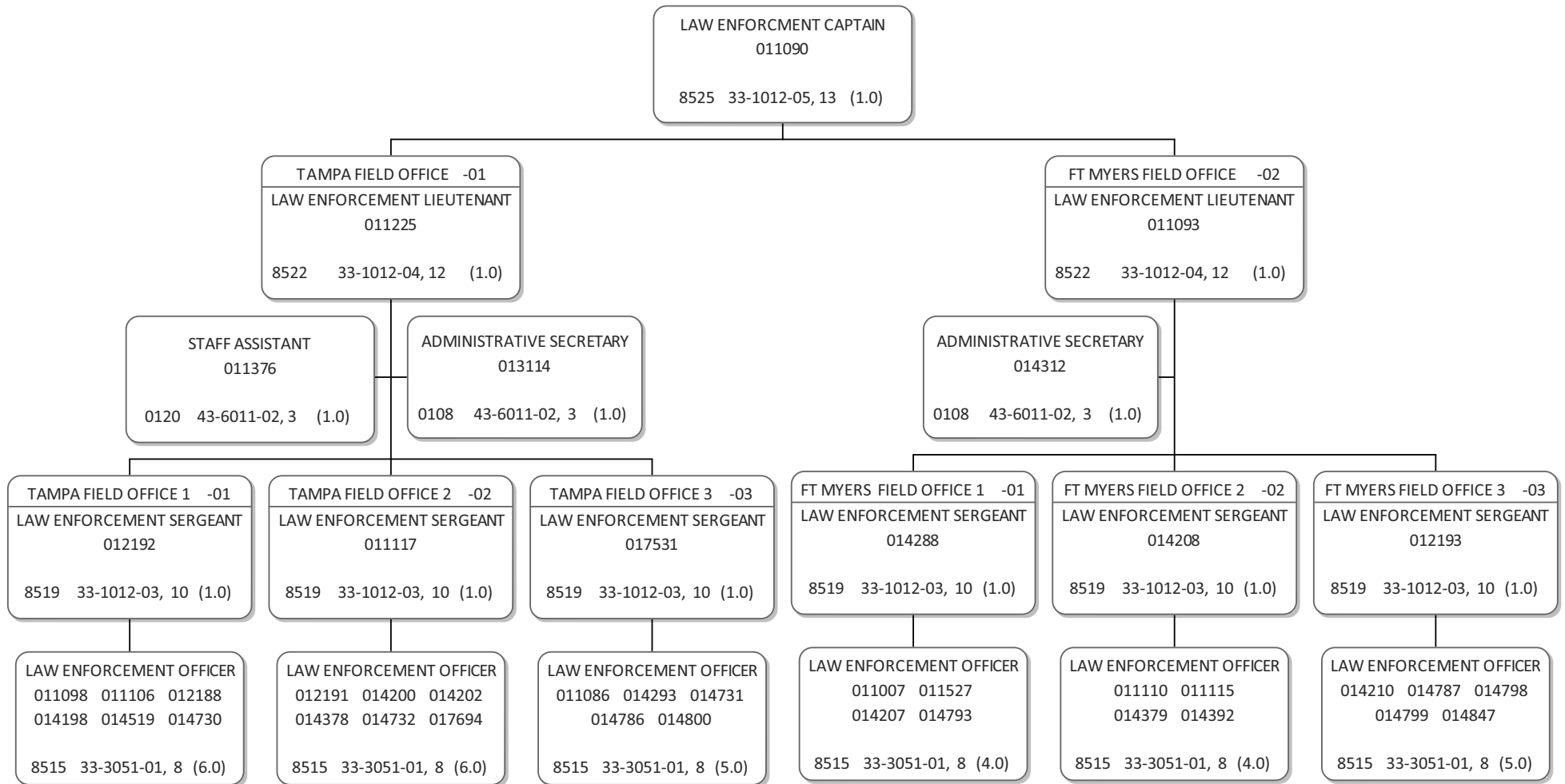
DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 OFFICE OF COMMERCIAL VEHICLE ENFORCEMENT  
 COMMERCIAL VEHICLE ENFORCEMENT - SOUTH, REGION 1  
 (DELAND & ORLANDO)

DATE: 07/01/11  
 SEQUENCE: 7610-12-02-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 37.0  
 NUMBER OF FTE'S: 37.0



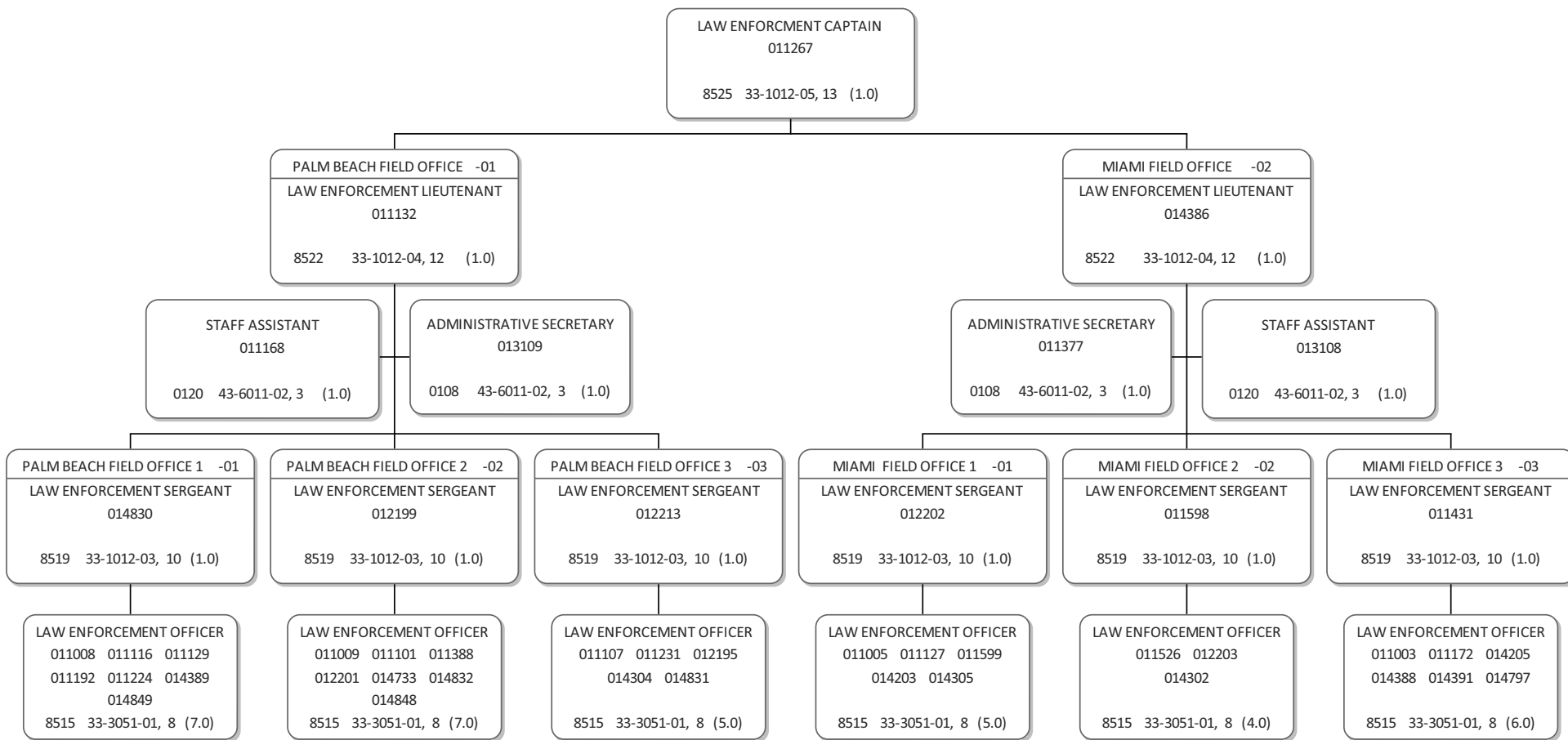
DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 OFFICE OF COMMERCIAL VEHICLE ENFORCEMENT  
 COMMERCIAL VEHICLE ENFORCEMENT - SOUTH, REGION 2 (TAMPA  
 & FT MYERS)

DATE: 07/01/11  
 SEQUENCE: 7610-12-02-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 42.0  
 NUMBER OF FTE'S: 42.0



DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 OFFICE OF COMMERCIAL VEHICLE ENFORCEMENT  
 COMMERCIAL VEHICLE ENFORCEMENT - SOUTH, REGION 3 (WEST  
 PALM BEACH & MIAMI)

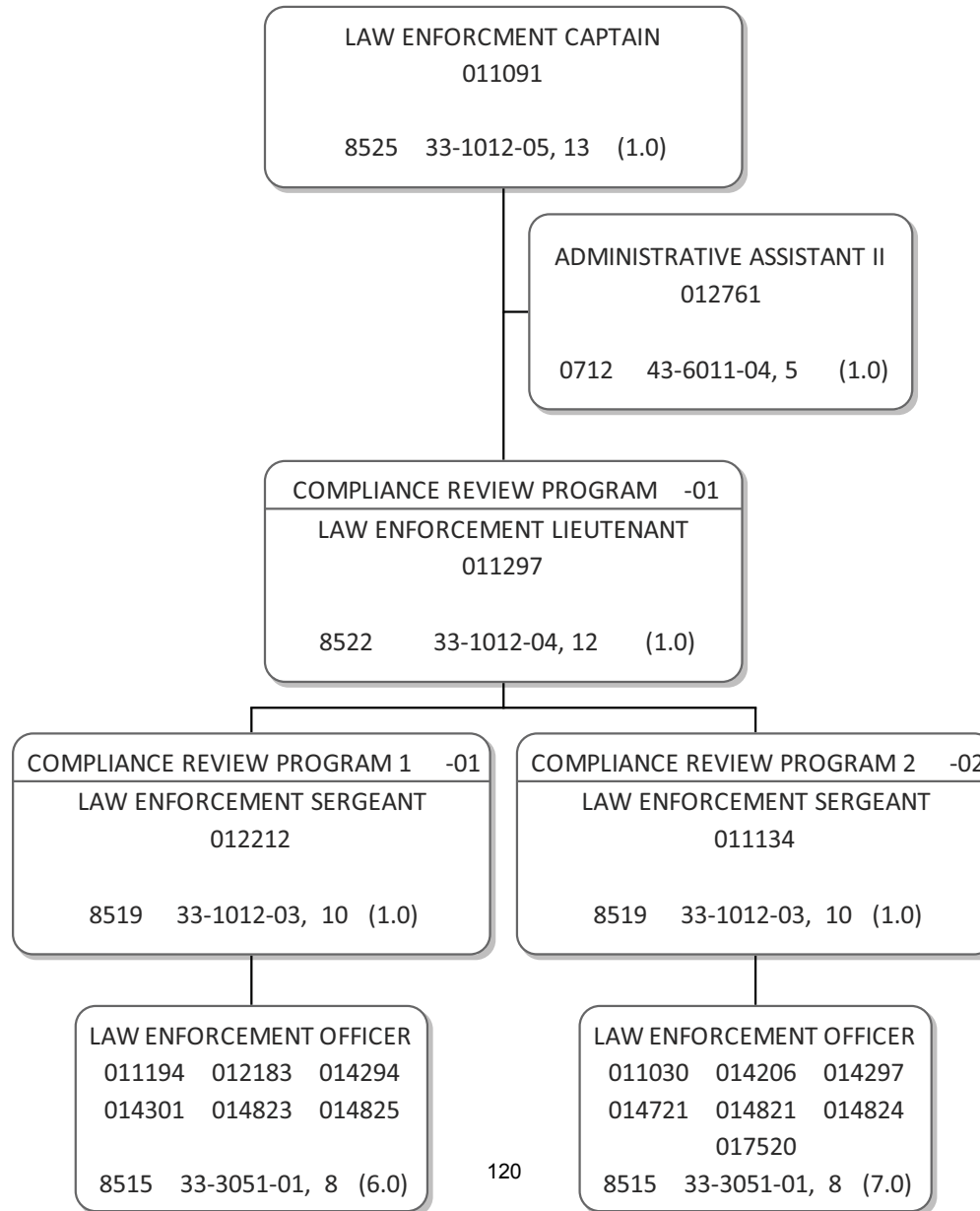
DATE: 07/01/11  
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 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 47.0  
 NUMBER OF FTE'S: 47.0





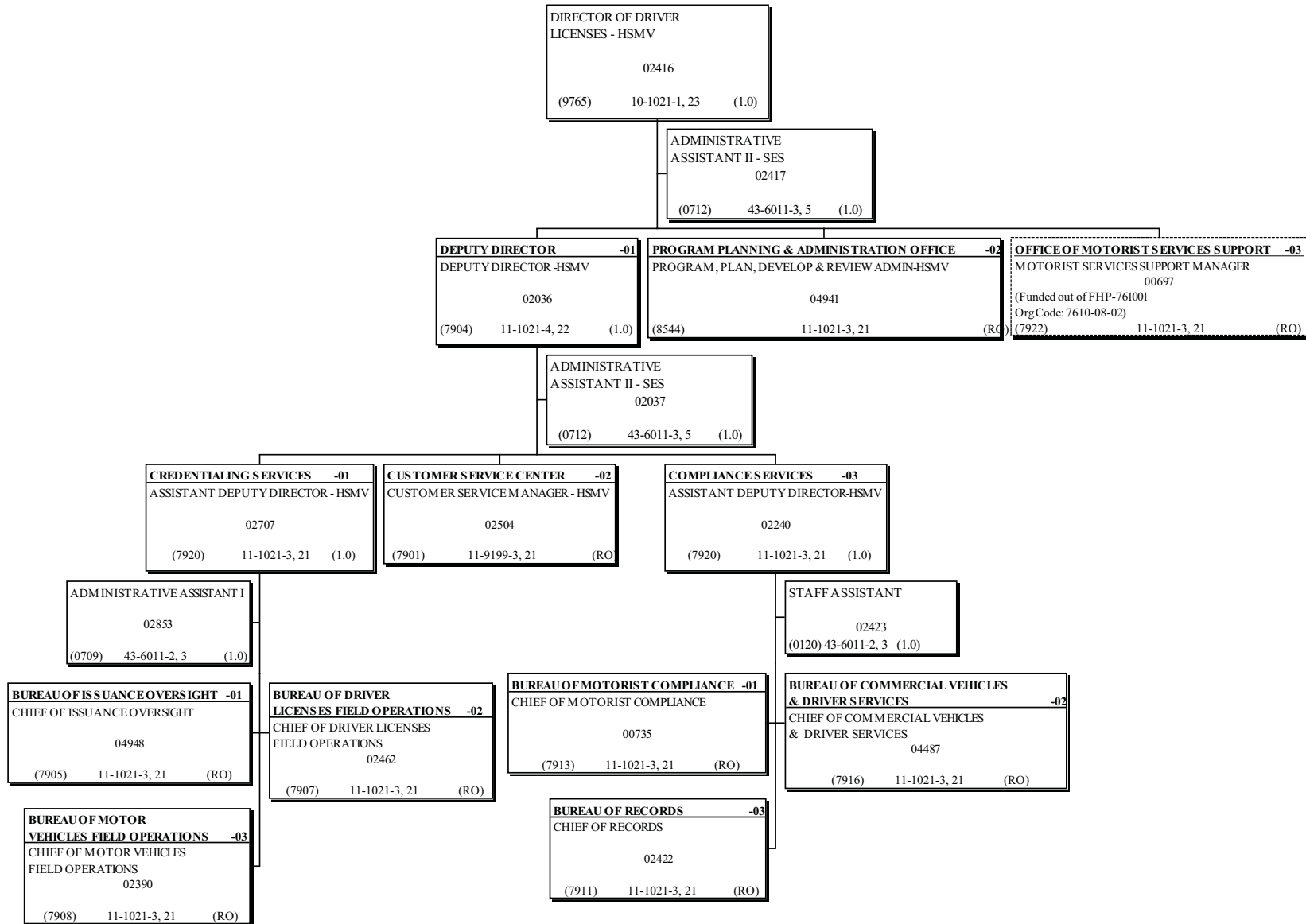
DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
 DIVISION OF FLORIDA HIGHWAY PATROL  
 OFFICE OF COMMERCIAL VEHICLE ENFORCEMENT  
 COMMERCIAL VEHICLE ENFORCEMENT - SOUTH, COMPLIANCE  
 REVIEW

DATE: 07/01/11  
 SEQUENCE: 7610-12-02-04  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 18.0  
 NUMBER OF FTE'S: 18.0



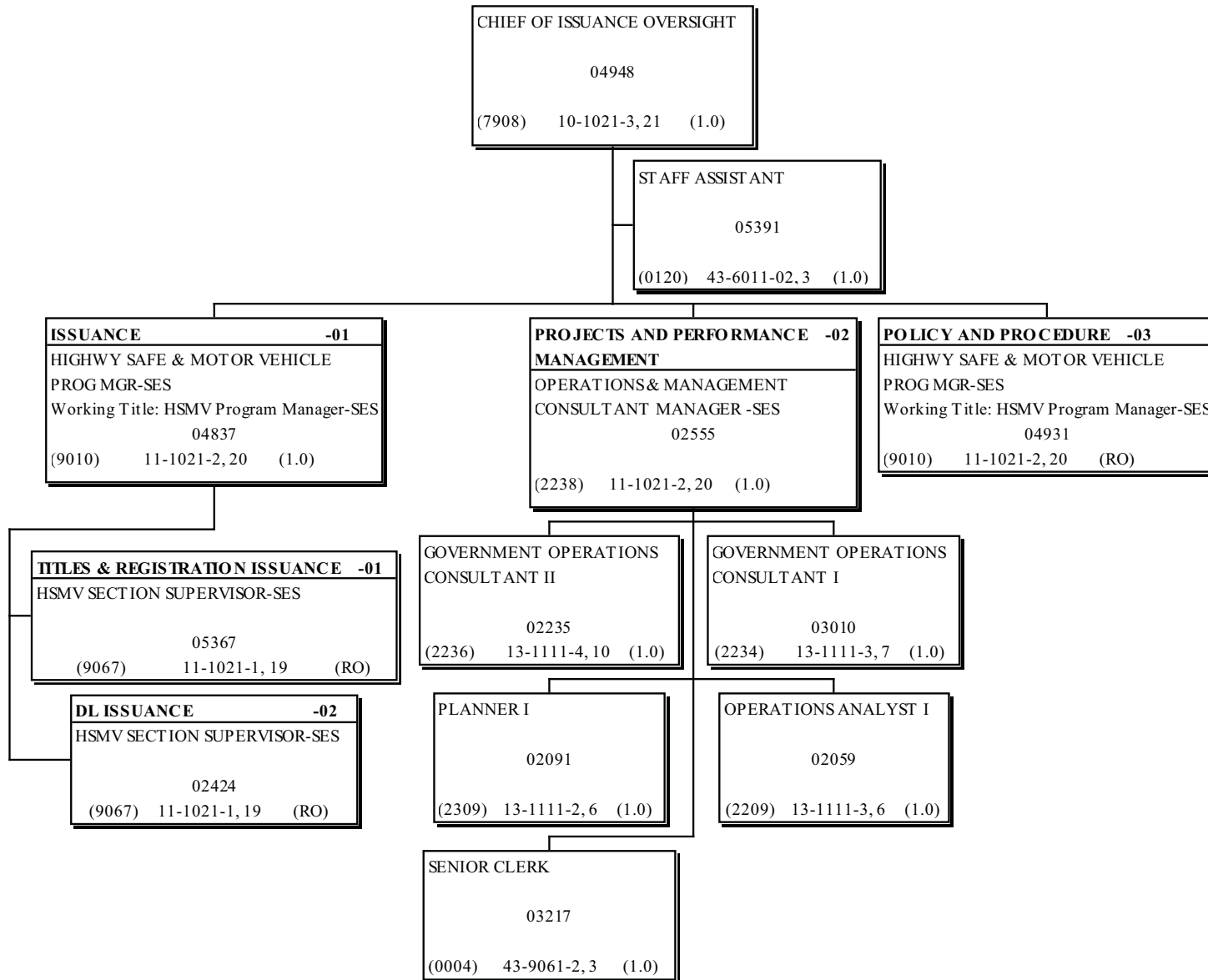
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES**

DATE: 07/01/11  
 SEQUENCE: 7621  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 8  
 NUMBER OF FTE'S: 8.0



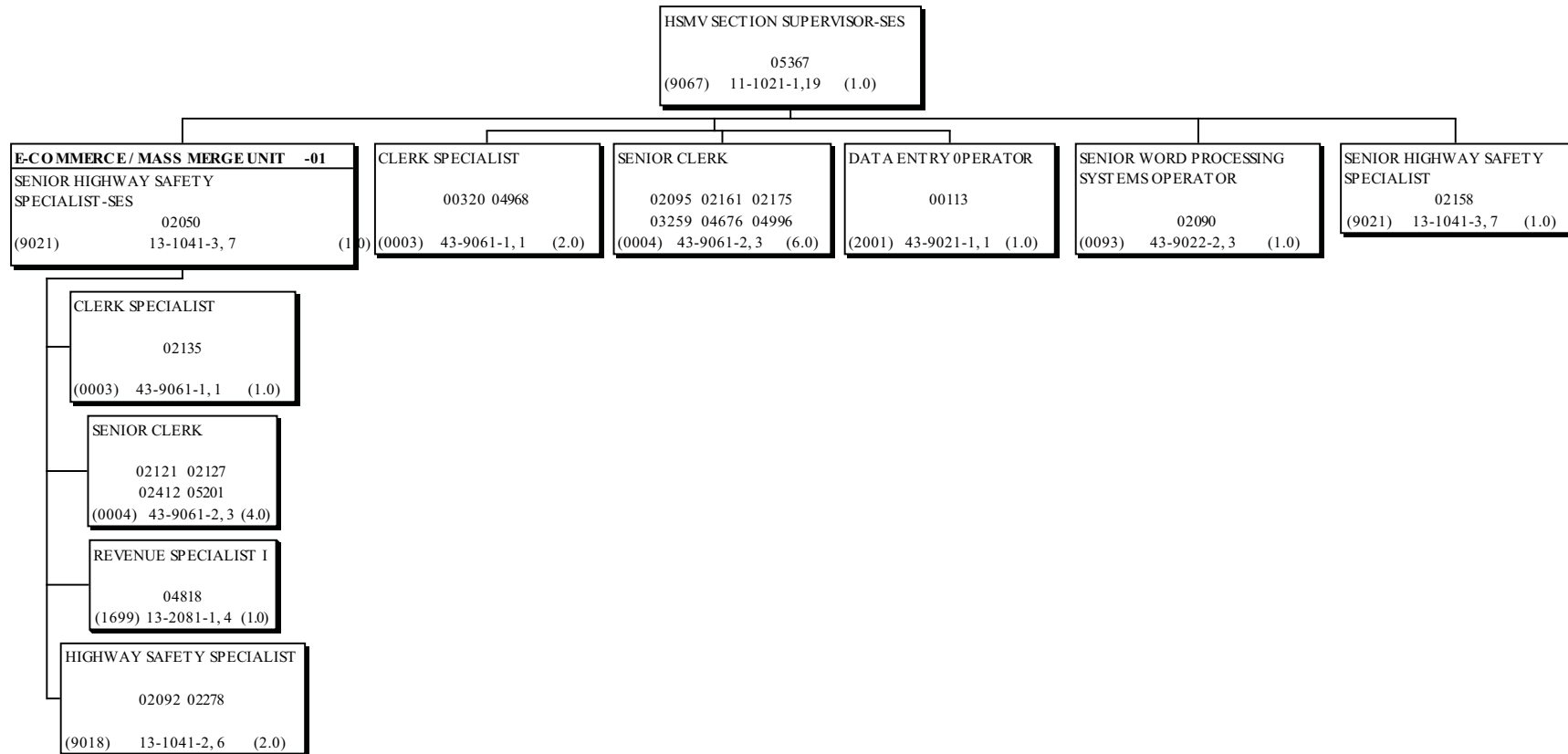
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF ISSUANCE OVERSIGHT**

DATE: 01/19/11  
 SEQUENCE: 7621-01-01-01  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 9  
 NUMBER OF FTE'S: 9.0



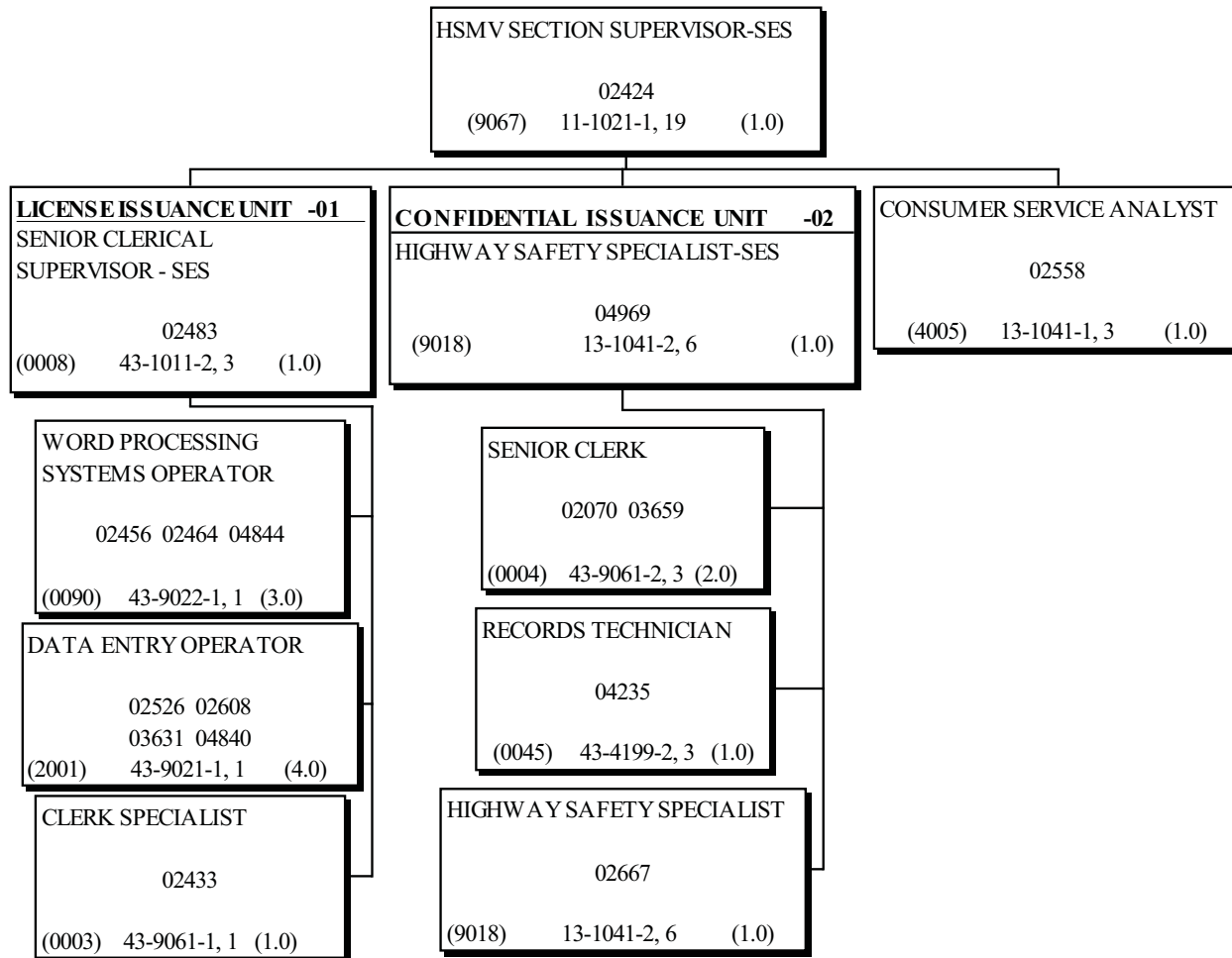
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF ISSUANCE OVERSIGHT  
ISSUANCE / TITLE AND REGISTRATION ISSUANCE**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-01-01-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 21  
 NUMBER OF FTE'S: 21.0



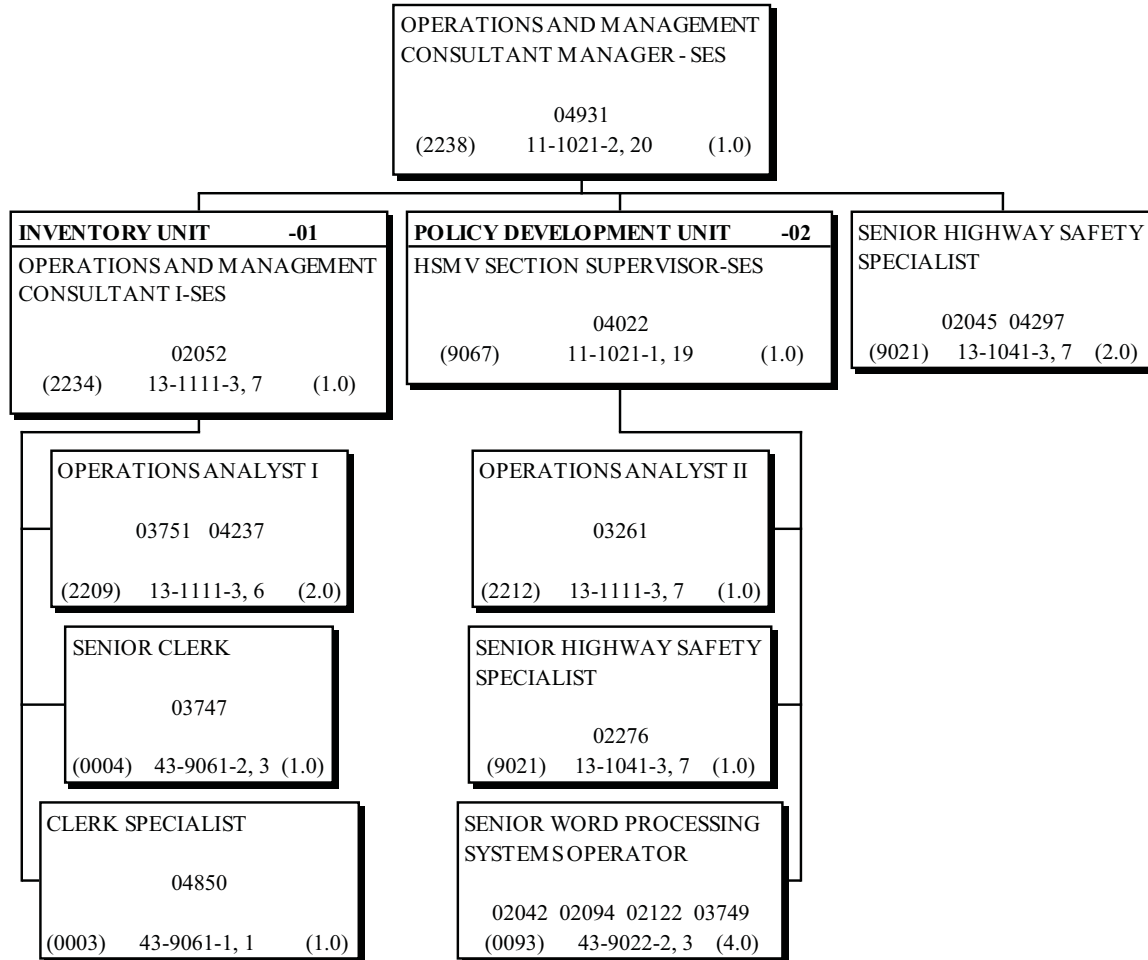
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF ISSUANCE OVERSIGHT  
ISSUANCE / DL ISSUANCE**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-01-01-02  
 OED: \_\_\_\_\_  
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 NUMBER OF FTE'S: 16.0



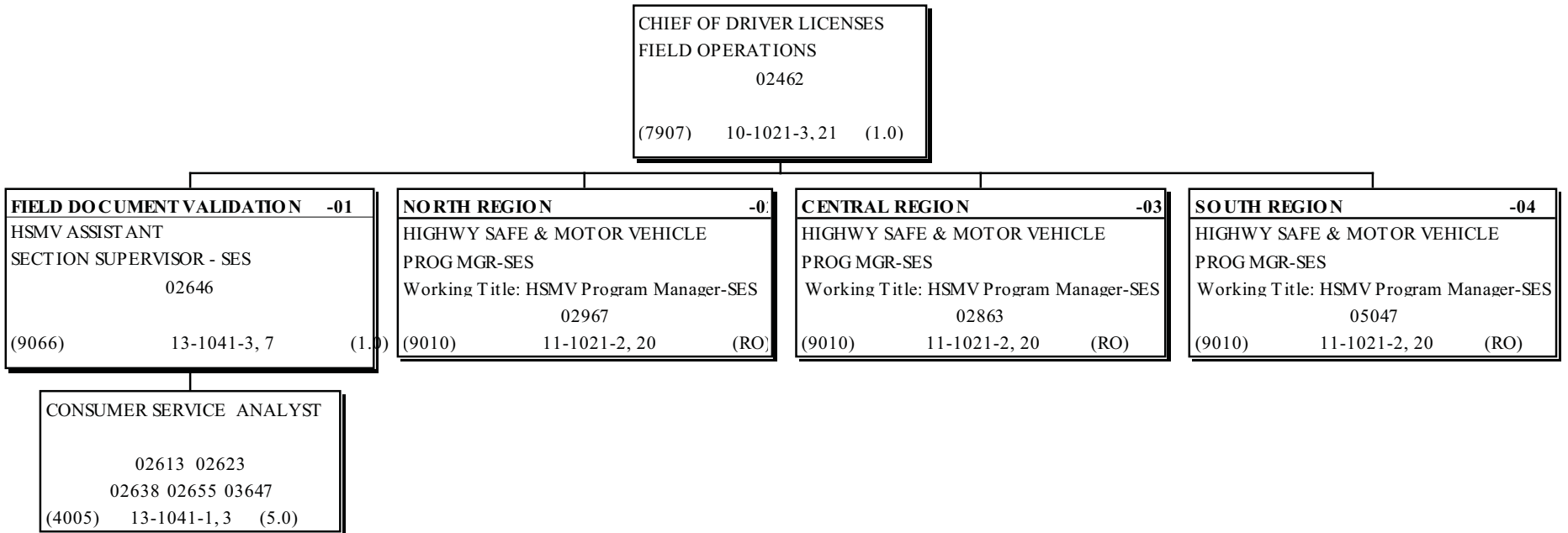
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF MOTORIST SERVICES  
 BUREAU OF ISSUANCE OVERSIGHT  
 POLICY AND PROCEDURE**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-01-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 15  
 NUMBER OF FTE'S: 15.0



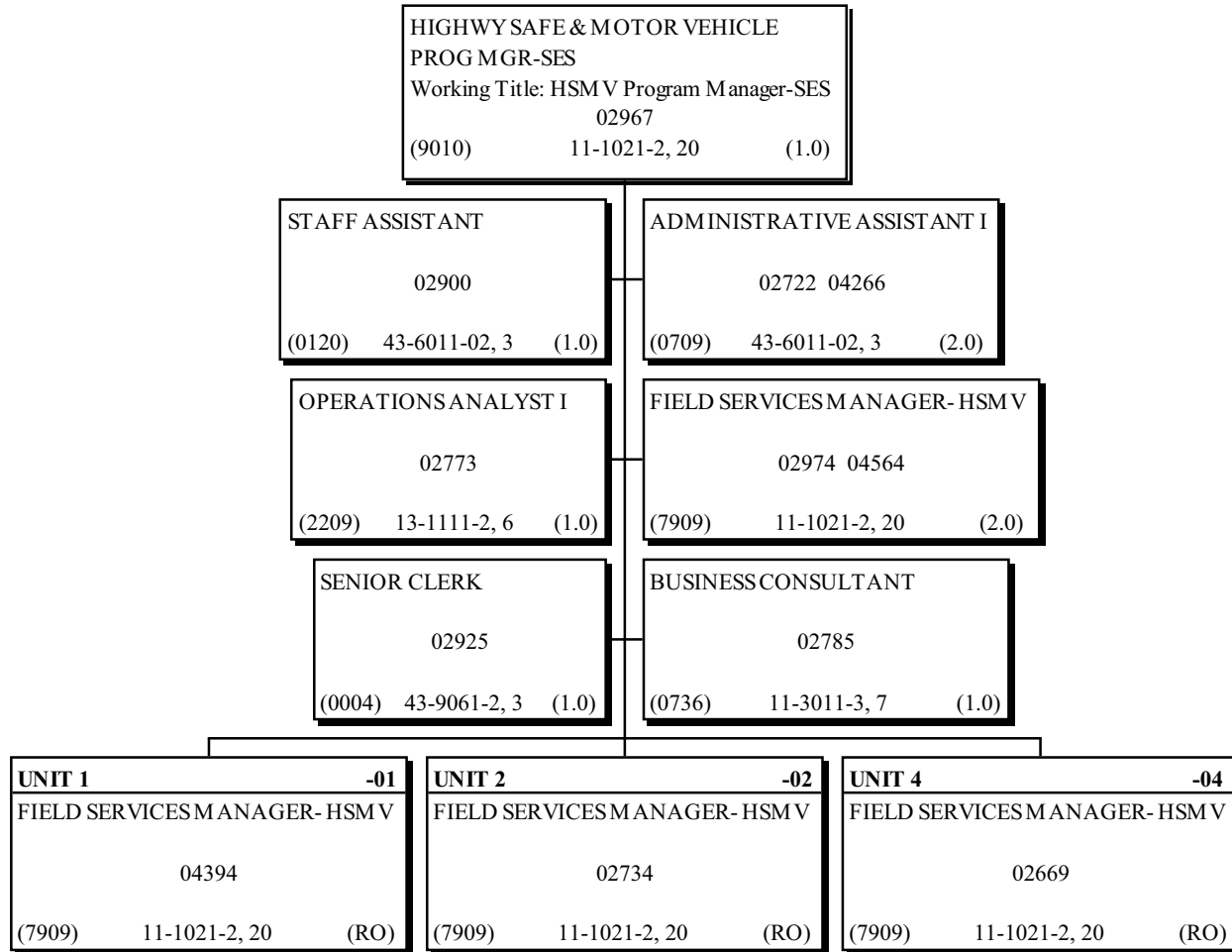
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD OPERATIONS**

DATE: 01/19/11  
 SEQUENCE: 7621-01-01-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 7  
 NUMBER OF FTE'S: 7.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES**  
**DIVISION OF MOTORIST SERVICES**  
**BUREAU OF DRIVER LICENSES FIELD OPERATIONS**  
**NORTH REGION**

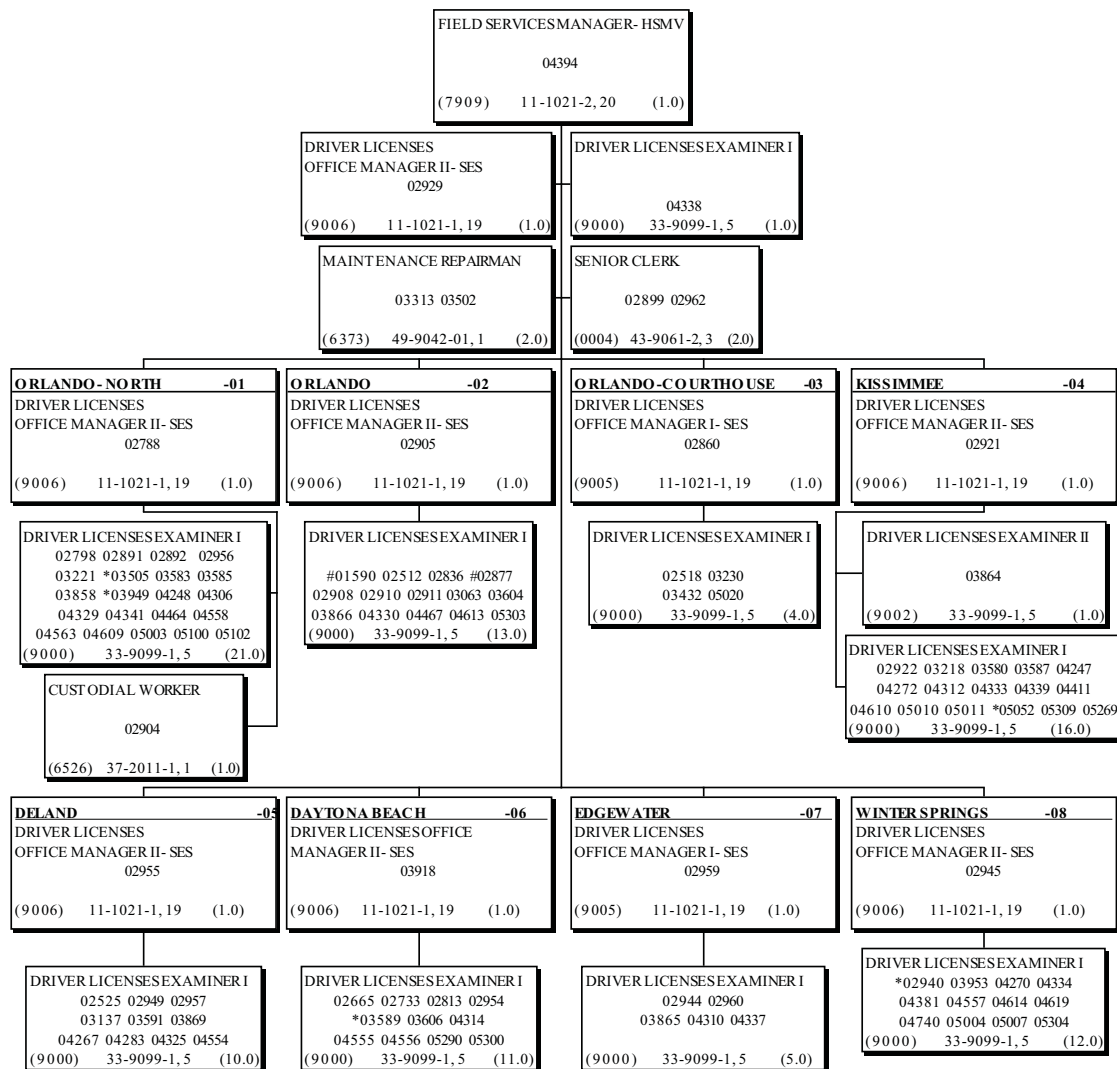
DATE: 07/01/11  
 SEQUENCE: 7621-01-01-02-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 9  
 NUMBER OF FTE'S: 9.0





**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD OPERATIONS  
NORTH REGION - UNIT 1**

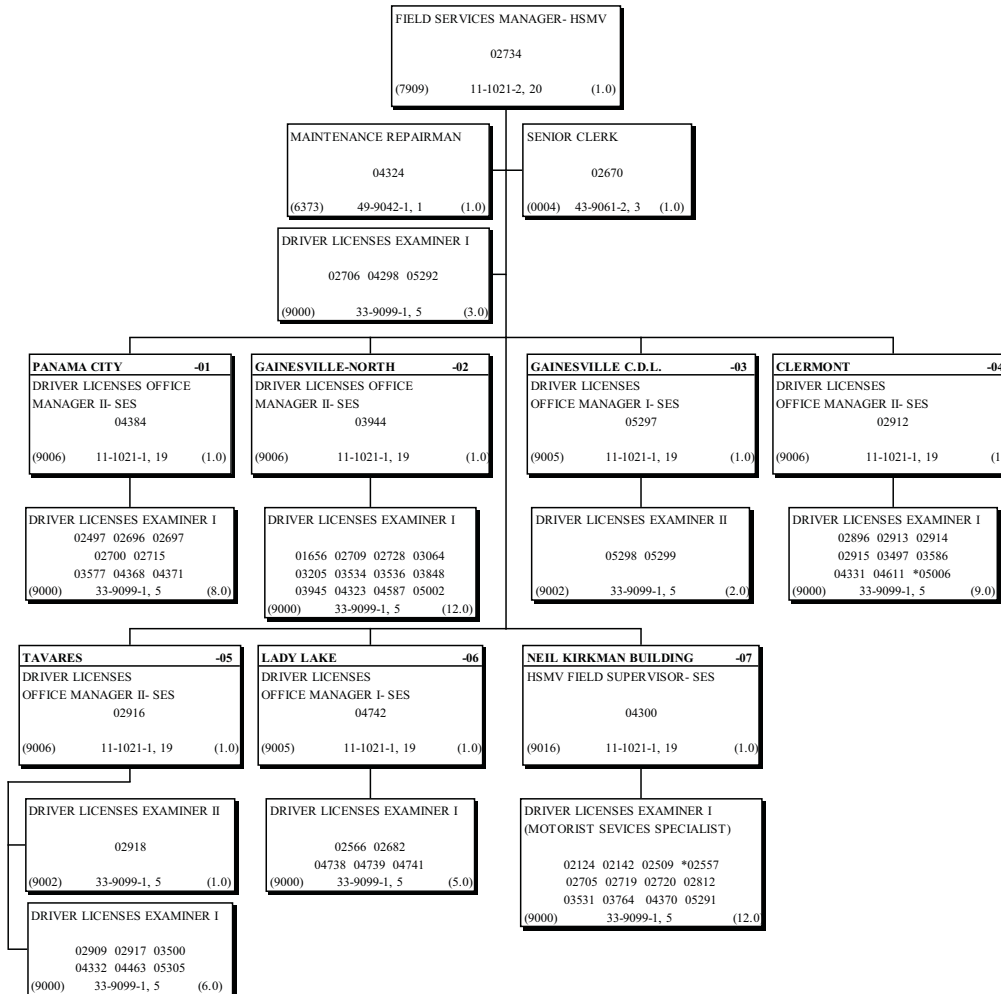
DATE: 07/01/11  
 SEQUENCE: 7621-01-01-02-02-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 110  
 NUMBER OF FTE'S: 109.0



\* SHARED POSITION  
# .50 FTE

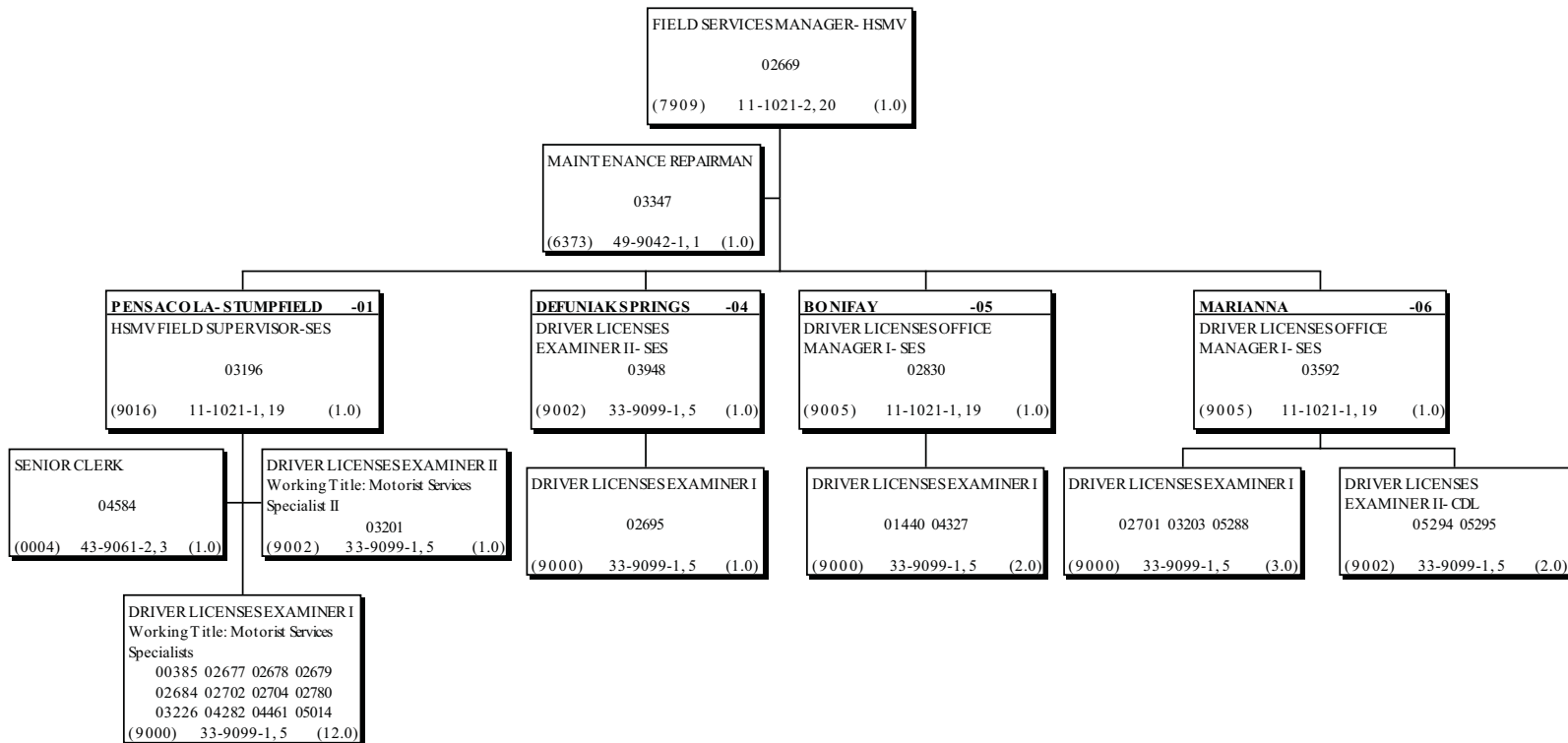
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD  
OPERATIONS  
NORTH REGION - UNIT 2**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-02-02-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 68  
 NUMBER OF FTE'S: 68.0



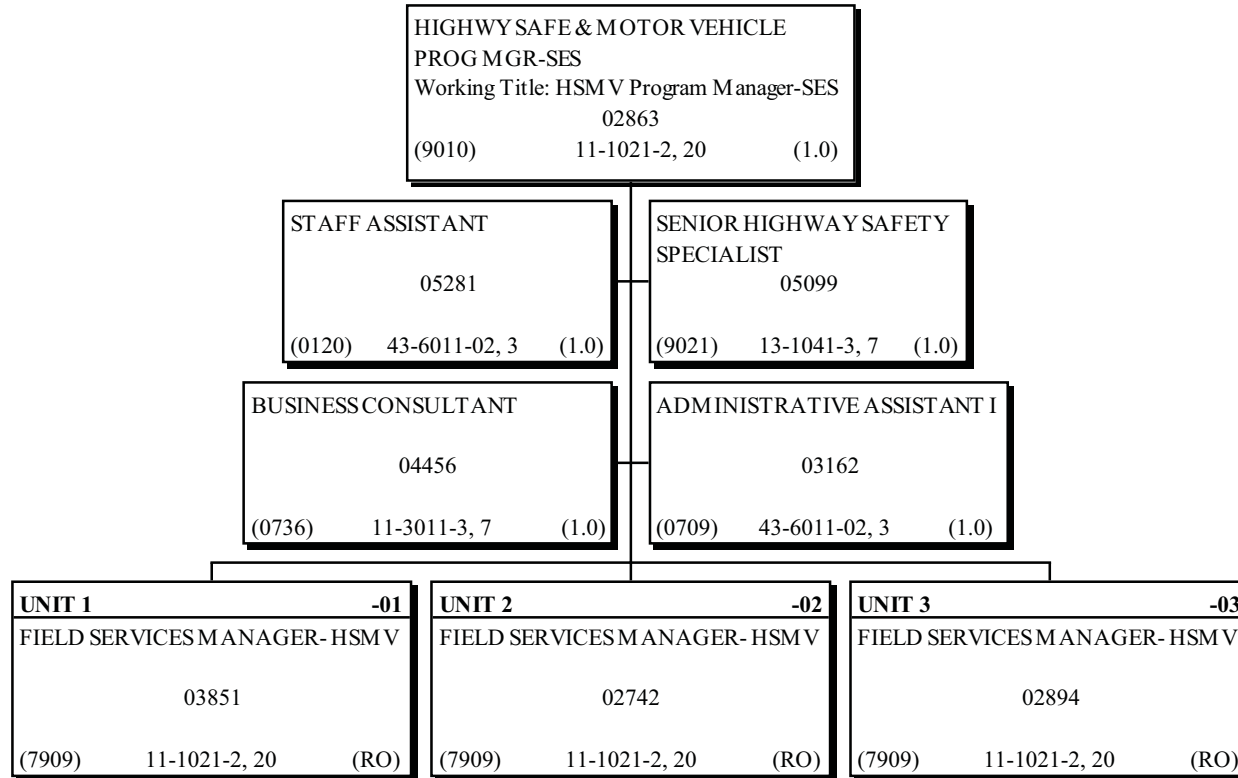
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD  
OPERATIONS  
NORTH REGION - UNIT 4**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-02-02-04  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 28  
 NUMBER OF FTE'S: 28.0



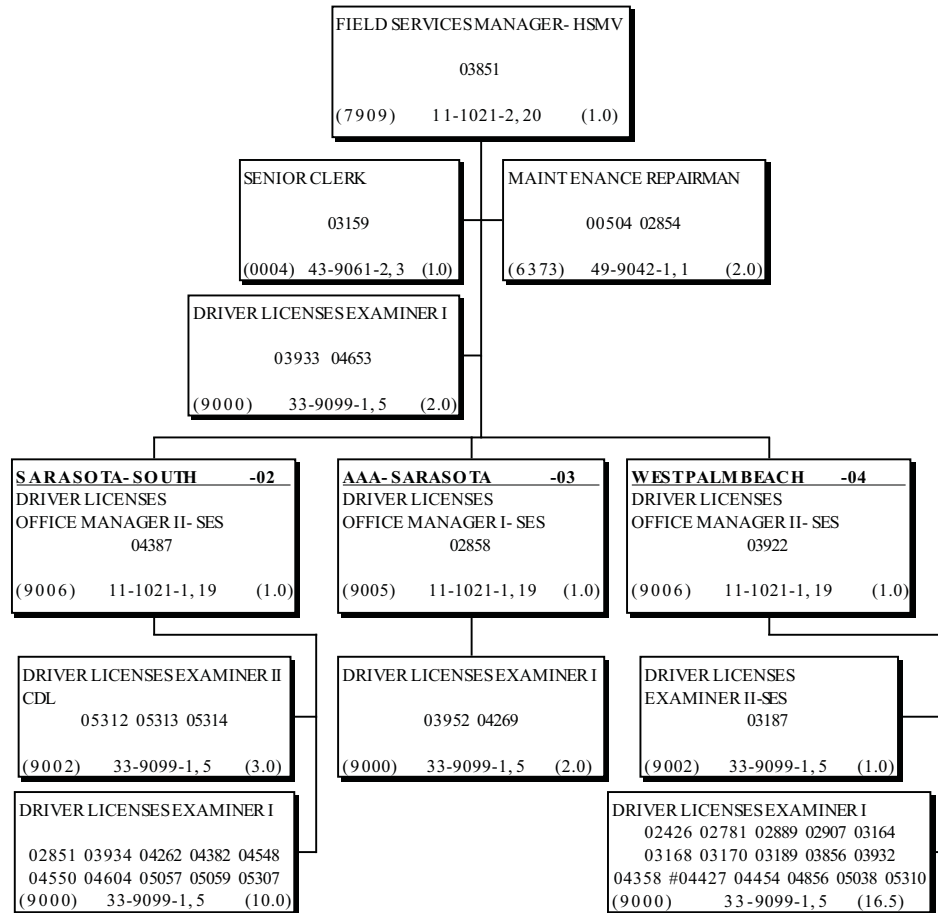
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES**  
**DIVISION OF MOTORIST SERVICES**  
**BUREAU OF DRIVER LICENSES FIELD OPERATIONS**  
**CENTRAL REGION**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-02-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 5  
 NUMBER OF FTE'S: 5.0



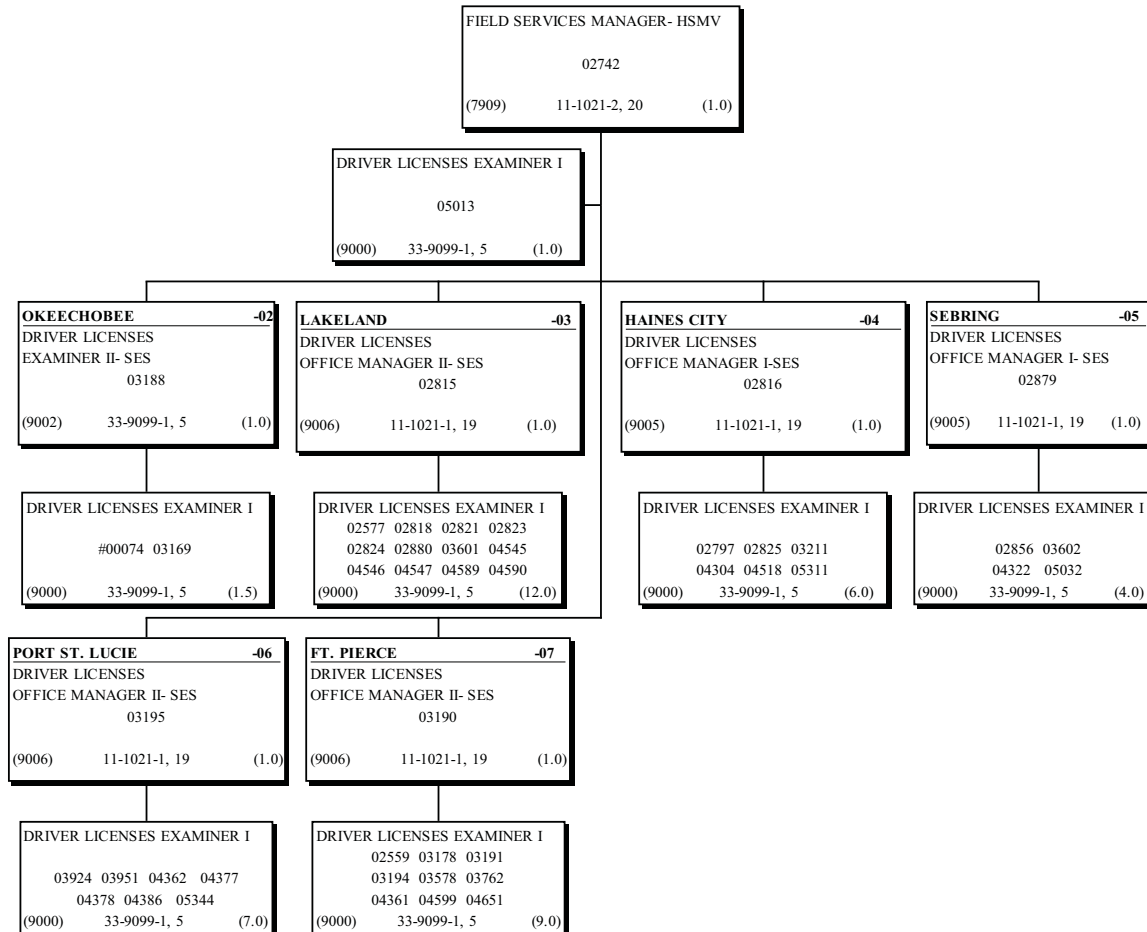
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD  
OPERATIONS  
CENTRAL REGION - UNIT 1**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-02-03-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 42  
 NUMBER OF FTE'S: 41.5



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD  
OPERATIONS  
CENTRAL REGION - UNIT 2**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-02-03-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 48  
 NUMBER OF FTE'S: 47.5

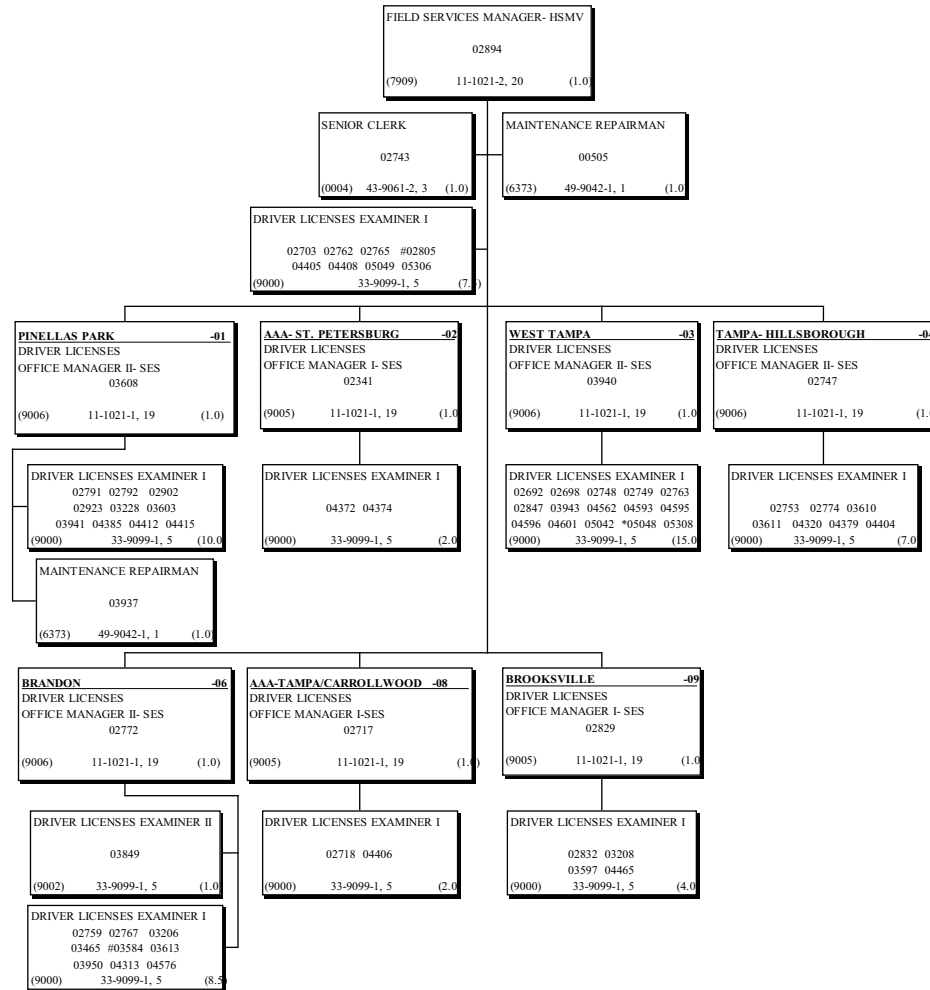


# .50 FTE

DL FIELD CENTRAL-UNIT 2

**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD  
OPERATIONS  
CENTRAL REGION - UNIT 3**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-02-03-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 69  
 NUMBER OF FTE'S: 68.0

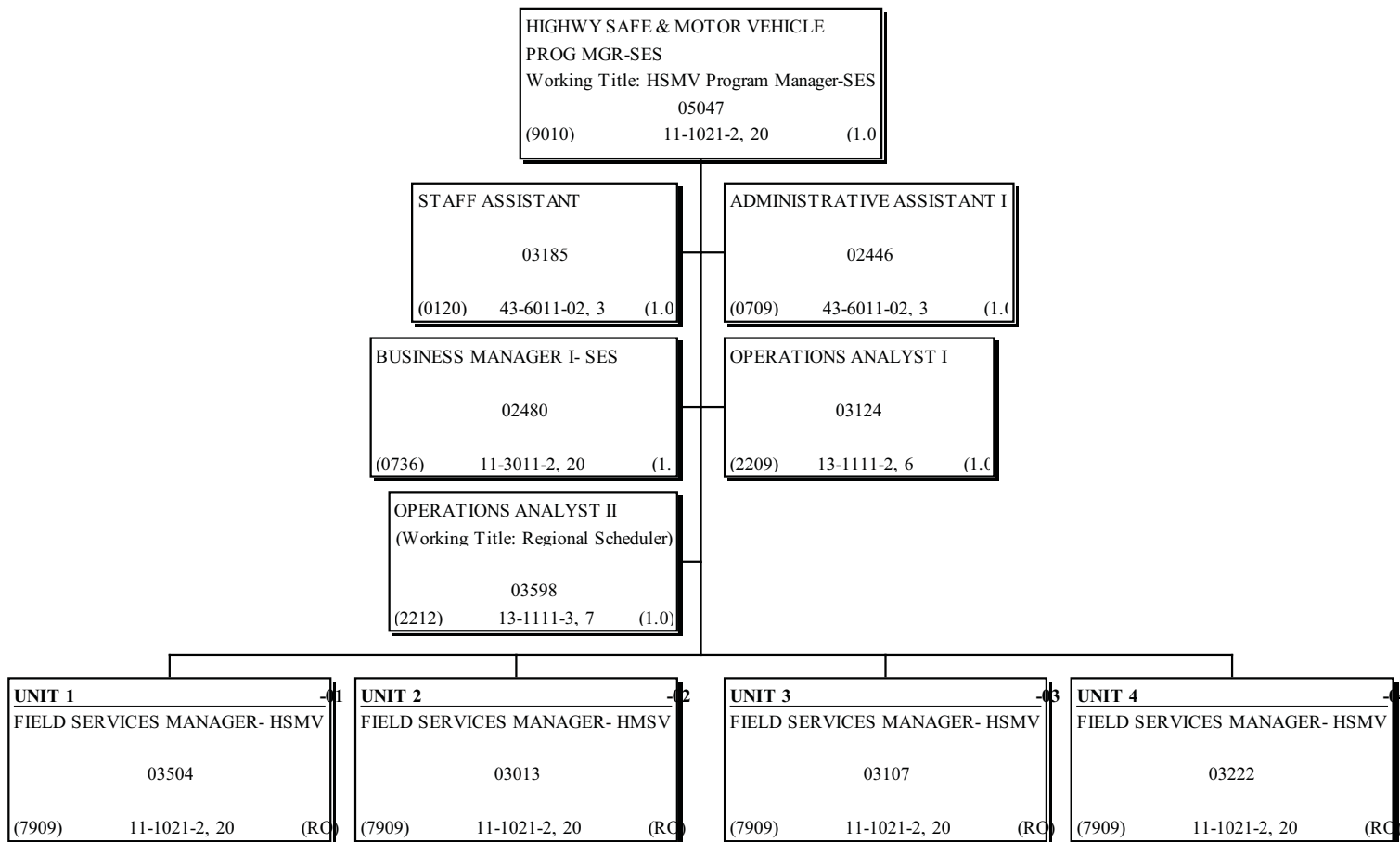


\* SHARED POSITION  
 # 0.50 FTE

DL FIELD CENTRAL-UNIT 3

**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD OPERATIONS  
SOUTH REGION**

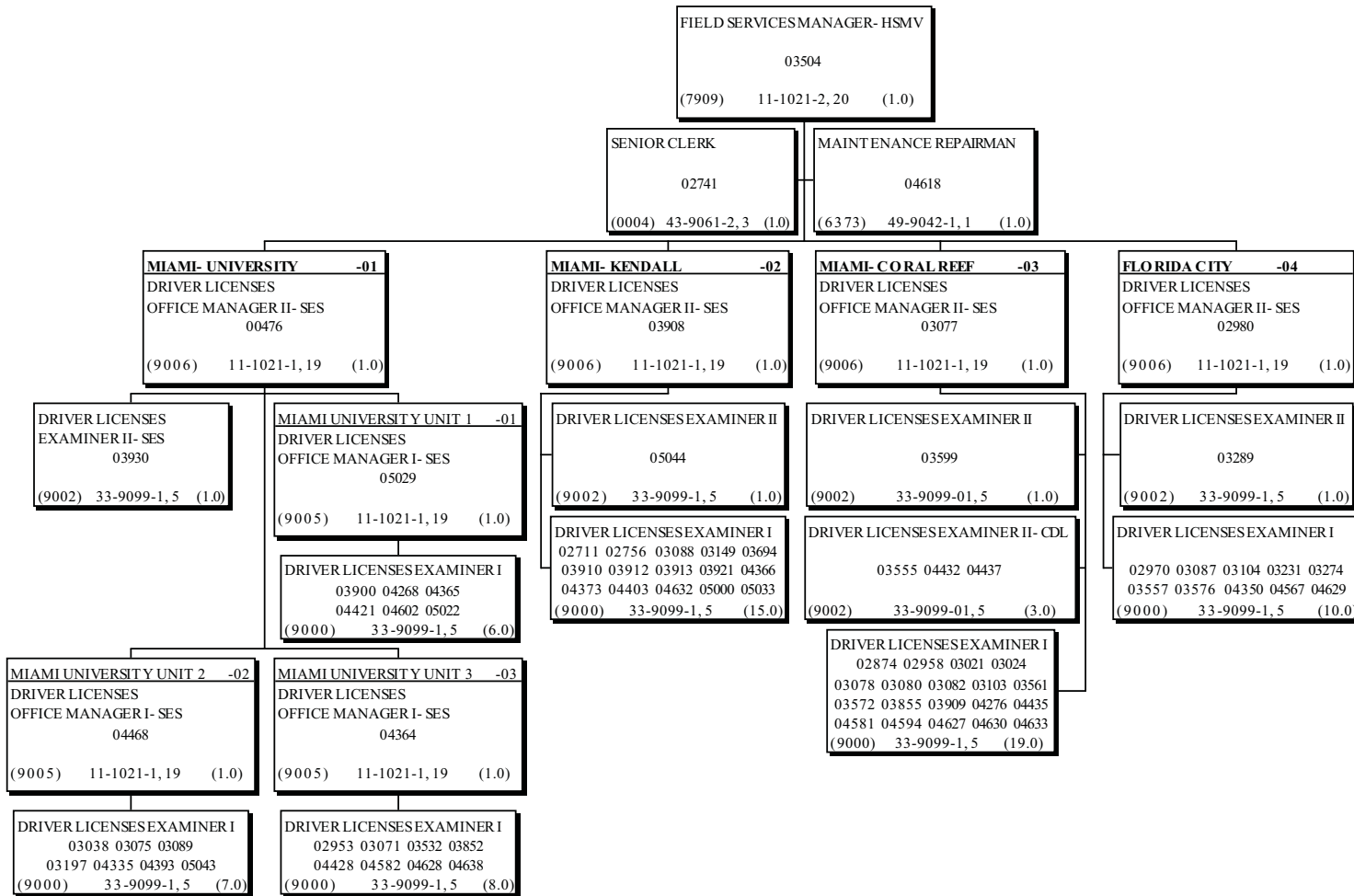
DATE: 01/19/11  
 SEQUENCE: 7621-01-01-02-04  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 6  
 NUMBER OF FTE'S: 6.0





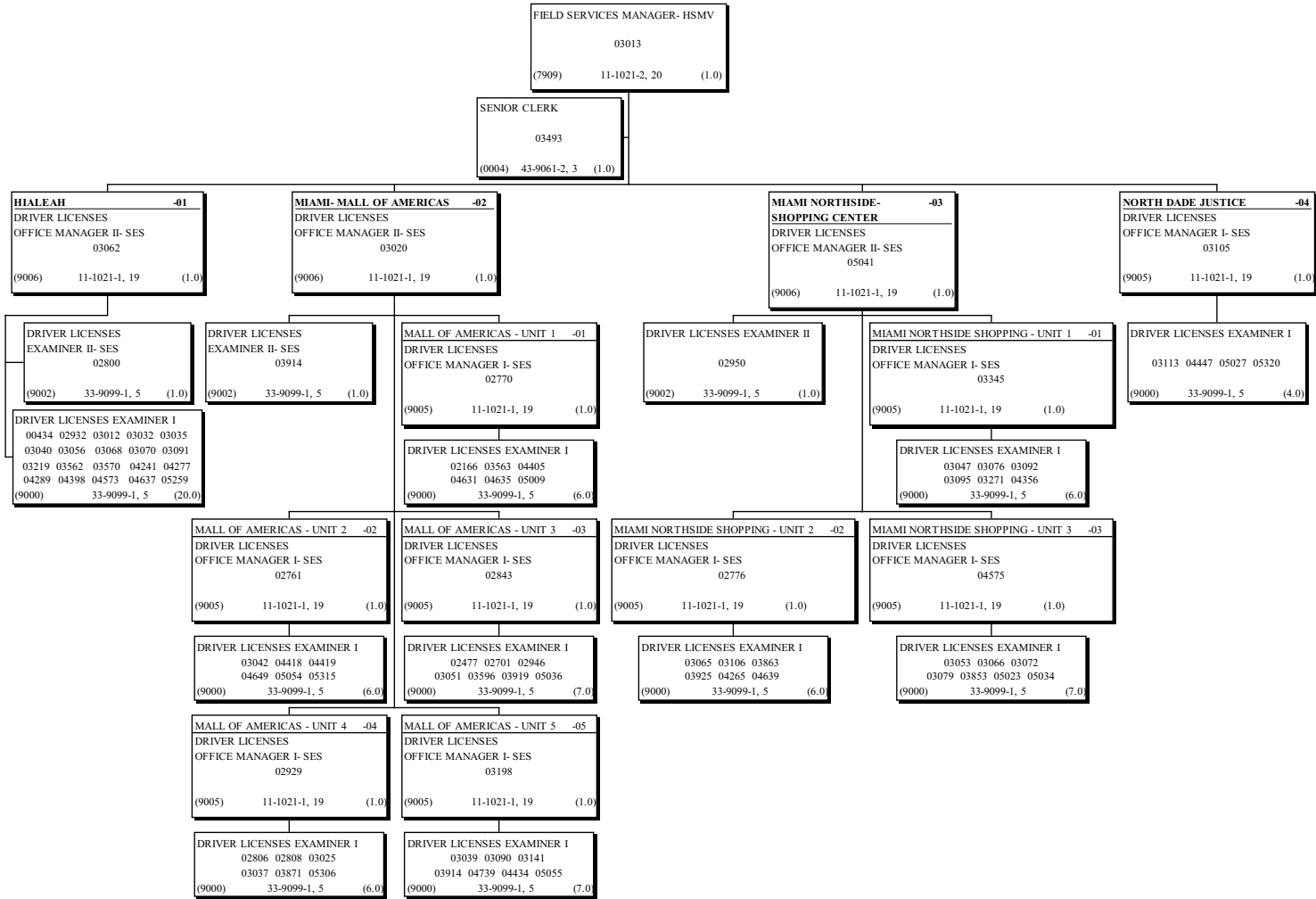
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD  
OPERATIONS  
SOUTH REGION - UNIT 1**

DATE: 05/16/11  
 SEQUENCE: 7621-01-01-02-04-01  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 79  
 NUMBER OF FTE'S: 79.0



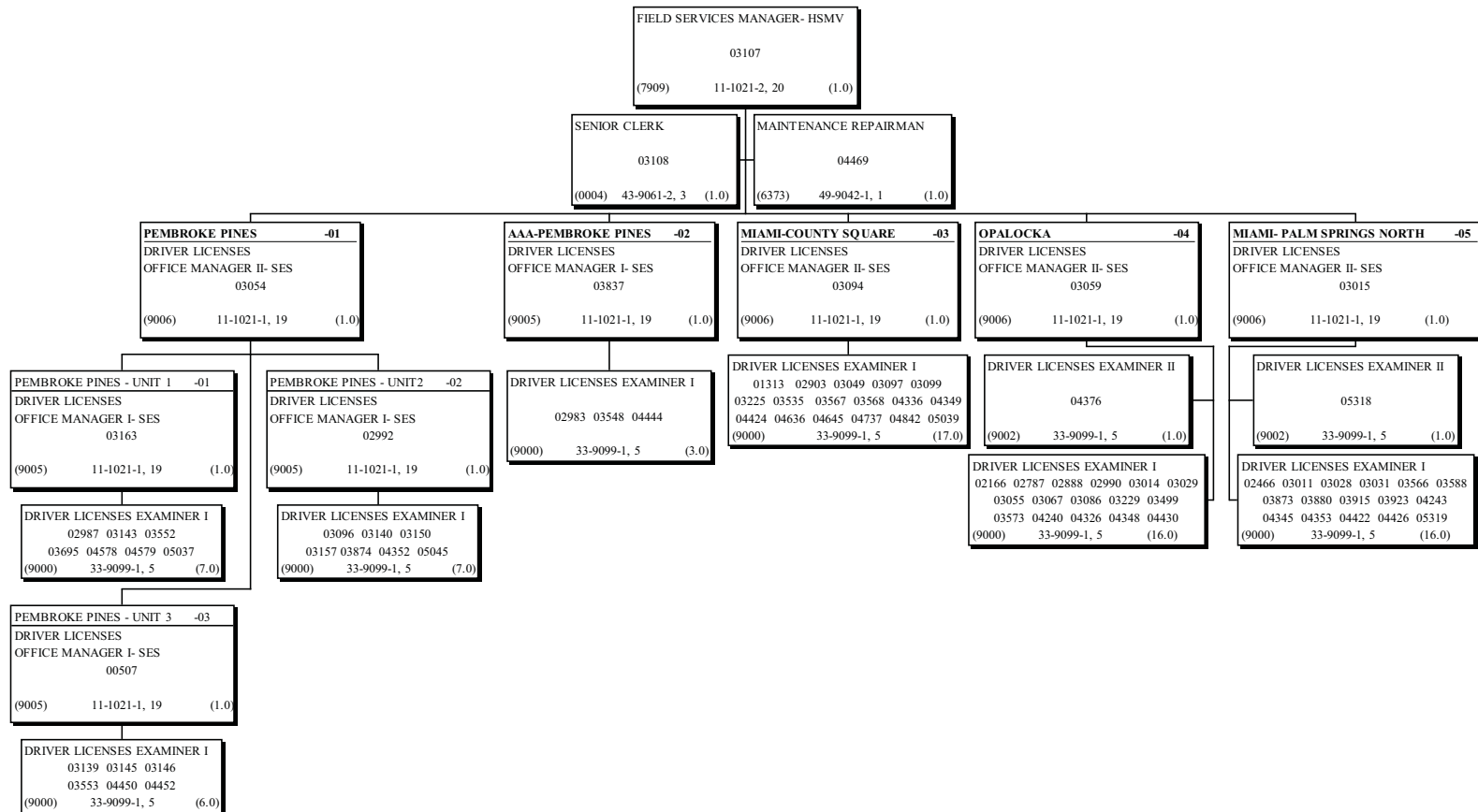
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD  
OPERATIONS  
SOUTH REGION - UNIT 2**

DATE: 05/16/11  
 SEQUENCE: 7621-01-01-02-04-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 82  
 NUMBER OF FTE'S: 82.0



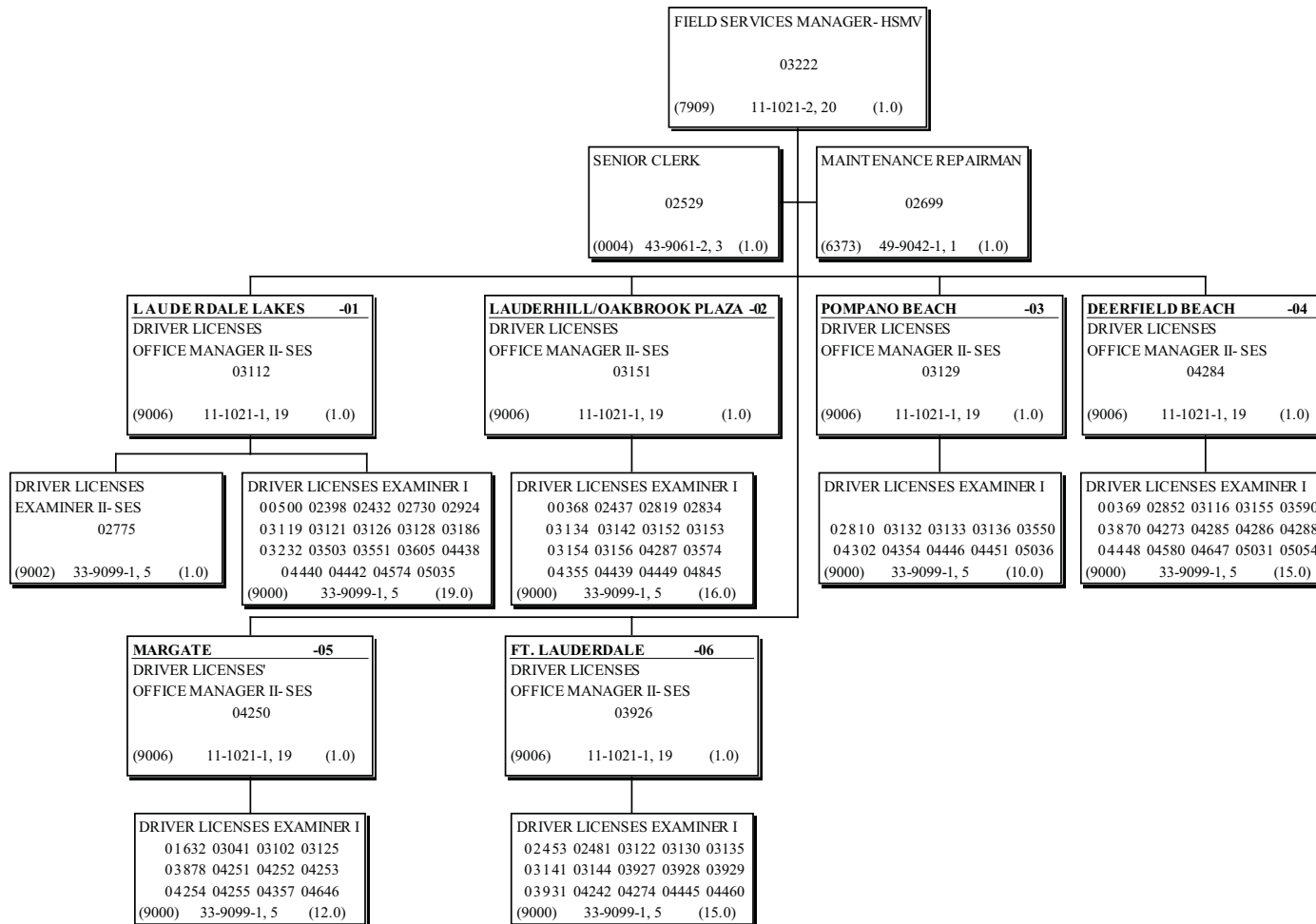
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD  
OPERATIONS  
SOUTH REGION - UNIT 3**

DATE: 05/25/11  
 SEQUENCE: 7621-01-01-02-04-03  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS : 85  
 NUMBER OF FTE'S: 85.0



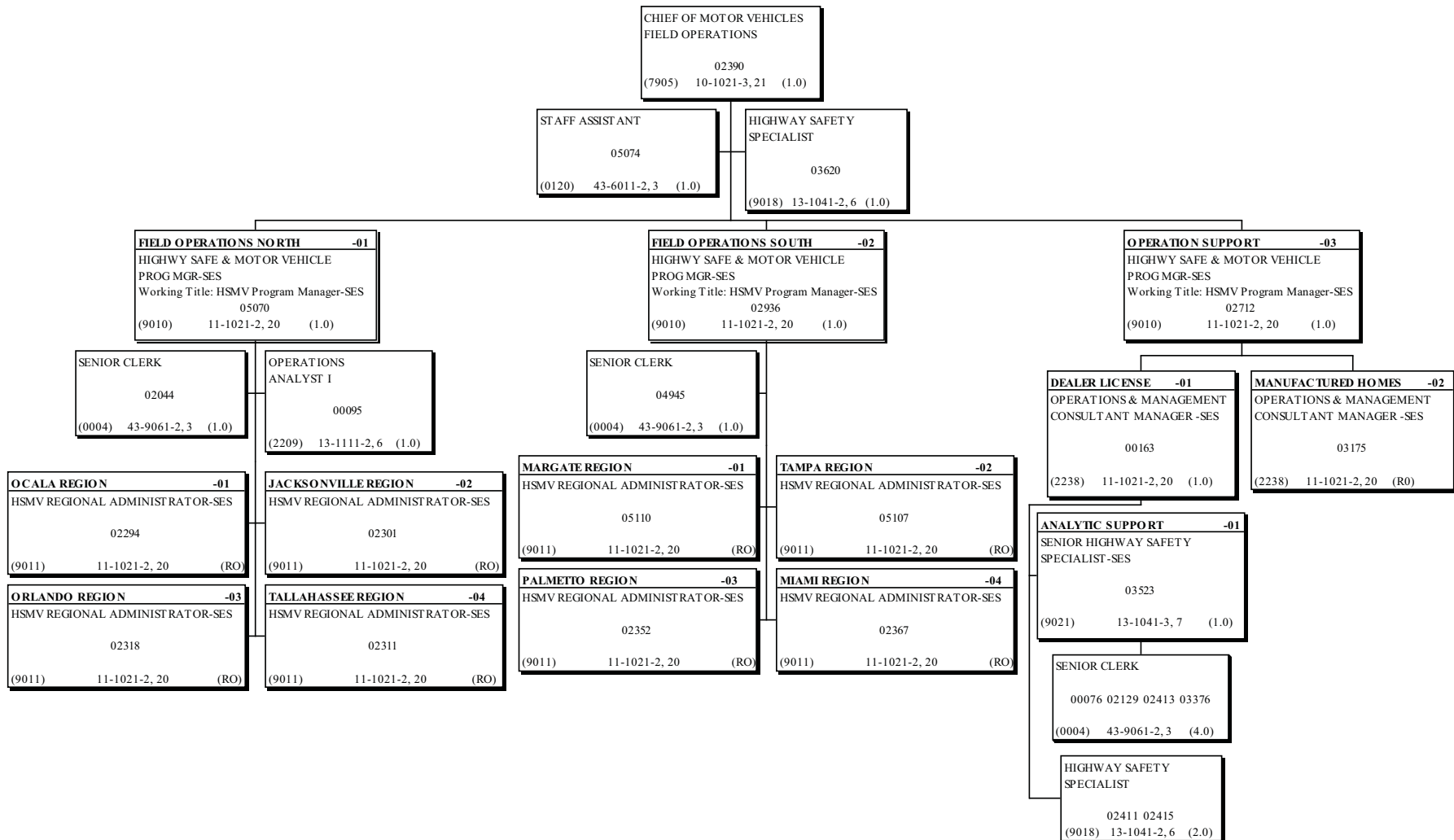
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF DRIVER LICENSES FIELD OPERATIONS  
SOUTH REGION - UNIT 4**

DATE: 01/21/11  
 SEQUENCE: 7621-01-01-02-04-04  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 97  
 NUMBER OF FTE'S: 97.0



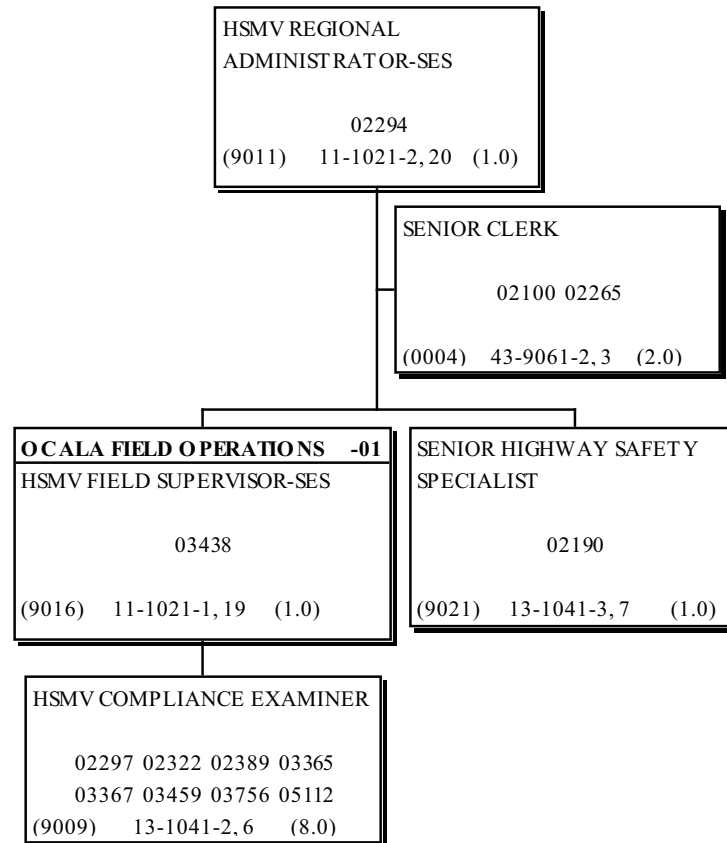
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF MOTOR VEHICLE FIELD OPERATIONS**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 18  
 NUMBER OF FTE'S: 18.0



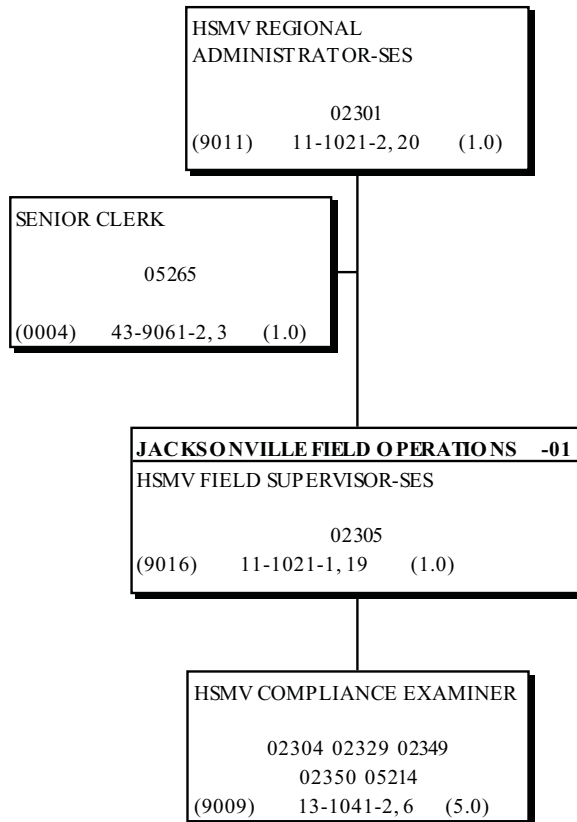
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES**  
**DIVISION OF MOTORIST SERVICES**  
**BUREAU OF MOTOR VEHICLE FIELD OPERATIONS**  
**FIELD OPERATIONS NORTH - OCALA REGION**

DATE: 01/19/11  
 SEQUENCE: 7621-01-01-03-01-01  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 13  
 NUMBER OF FTE'S: 13.0



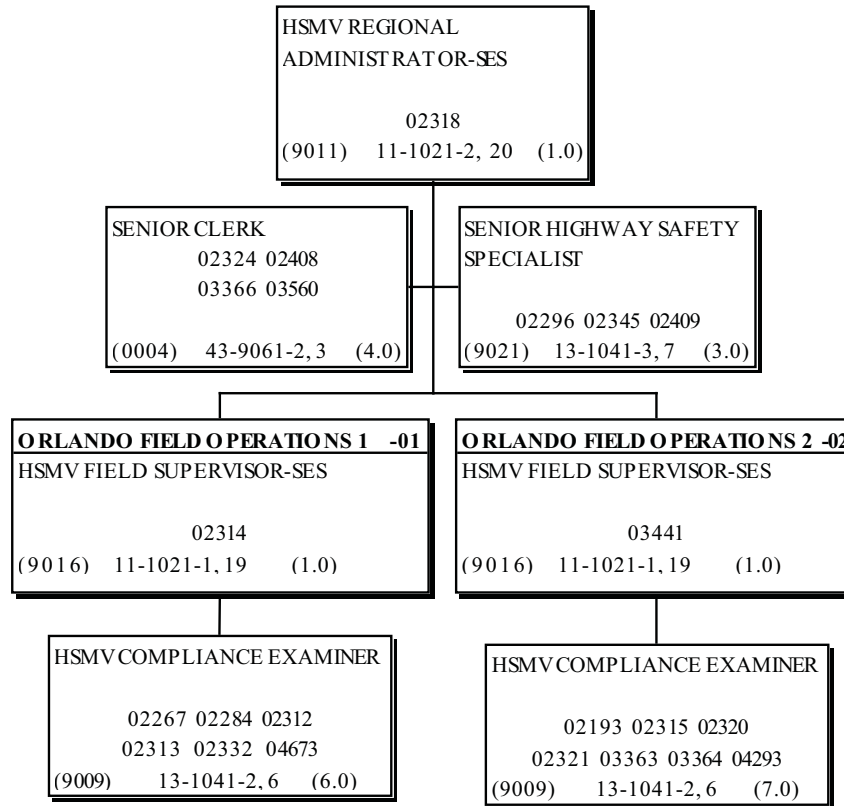
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES**  
**DIVISION OF MOTORIST SERVICES**  
**BUREAU OF MOTOR VEHICLE FIELD OPERATIONS**  
**FIELD OPERATIONS NORTH - JACKSONVILLE**  
**REGION**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-03-01-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 8  
 NUMBER OF FTE'S: 8.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES**  
**DIVISION OF MOTORIST SERVICES**  
**BUREAU OF MOTOR VEHICLE FIELD OPERATIONS**  
**FIELD OPERATIONS NORTH - ORLANDO REGION**

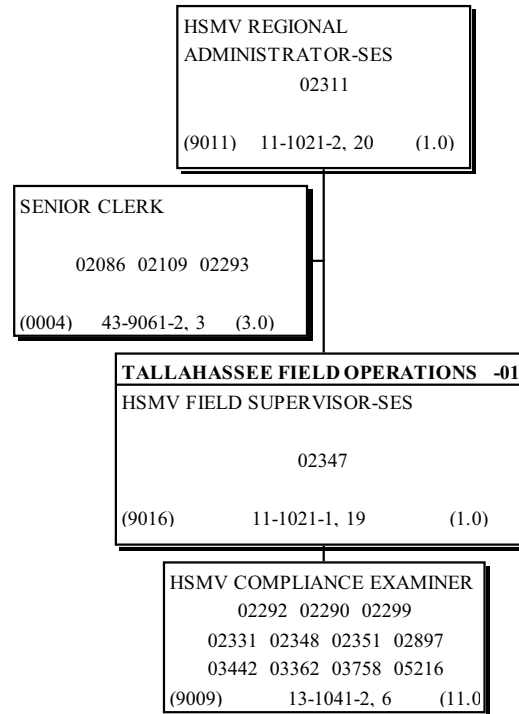
DATE: 01/19/11  
 SEQUENCE: 7621-01-01-03-01-03  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 23  
 NUMBER OF FTE'S: 23.0





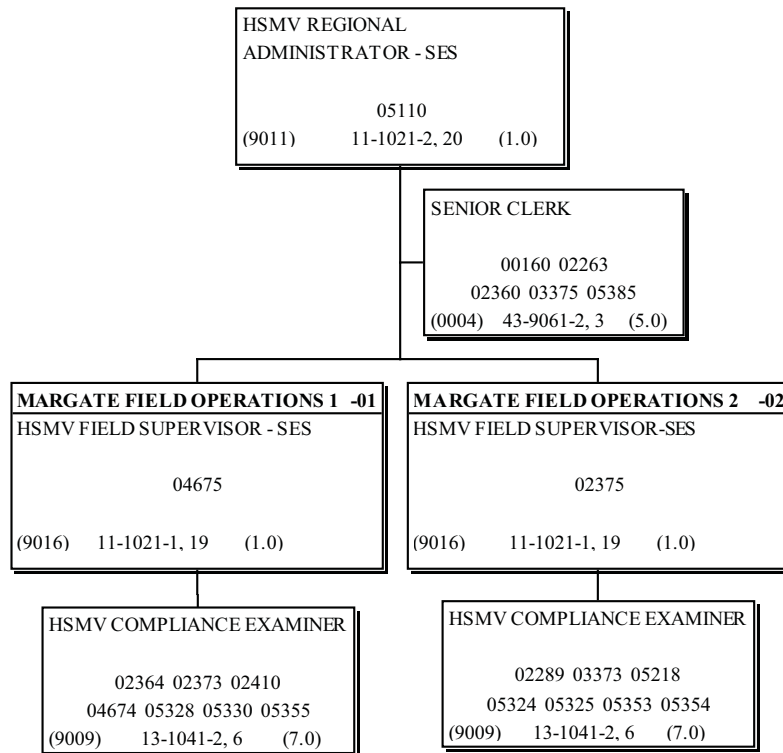
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF MOTOR VEHICLE FIELD OPERATIONS  
FIELD OPERATIONS NORTH - TALLAHASSEE REGION**

DATE: 01/19/11  
 SEQUENCE: 7621-01-01-03-01-04  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 16  
 NUMBER OF FTE'S: 16.0



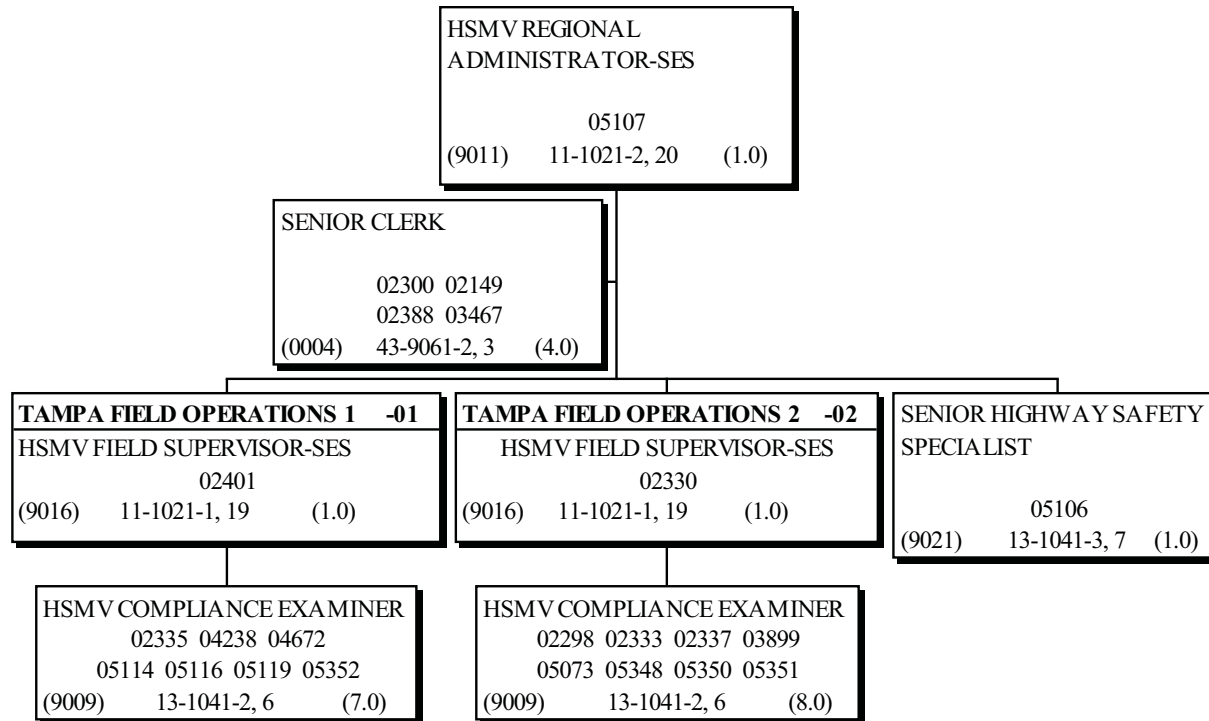
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES**  
**DIVISION OF MOTORIST SERVICES**  
**BUREAU OF MOTOR VEHICLE FIELD OPERATIONS**  
**FIELD OPERATIONS SOUTH - MARGATE REGION**

DATE: 01/19/11  
 SEQUENCE: 7621-01-01-03-02-01  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 12  
 NUMBER OF FTE'S: 12.0



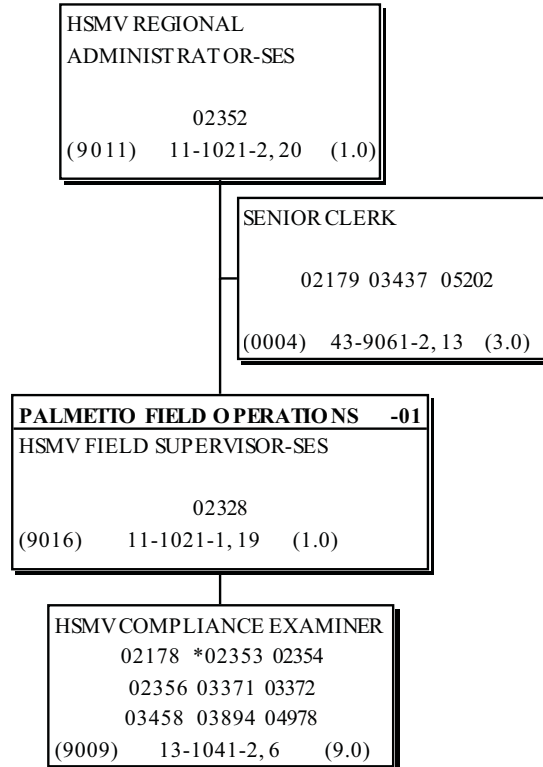
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES**  
**DIVISION OF MOTORIST SERVICES**  
**BUREAU OF MOTOR VEHICLE FIELD OPERATIONS**  
**FIELD OPERATIONS SOUTH - TAMPA REGION**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-03-02-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 23  
 NUMBER OF FTE'S: 23.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES**  
**DIVISION OF MOTORIST SERVICES**  
**BUREAU OF MOTOR VEHICLE FIELD OPERATIONS**  
**FIELD OPERATIONS SOUTH - PALMETTO REGION**

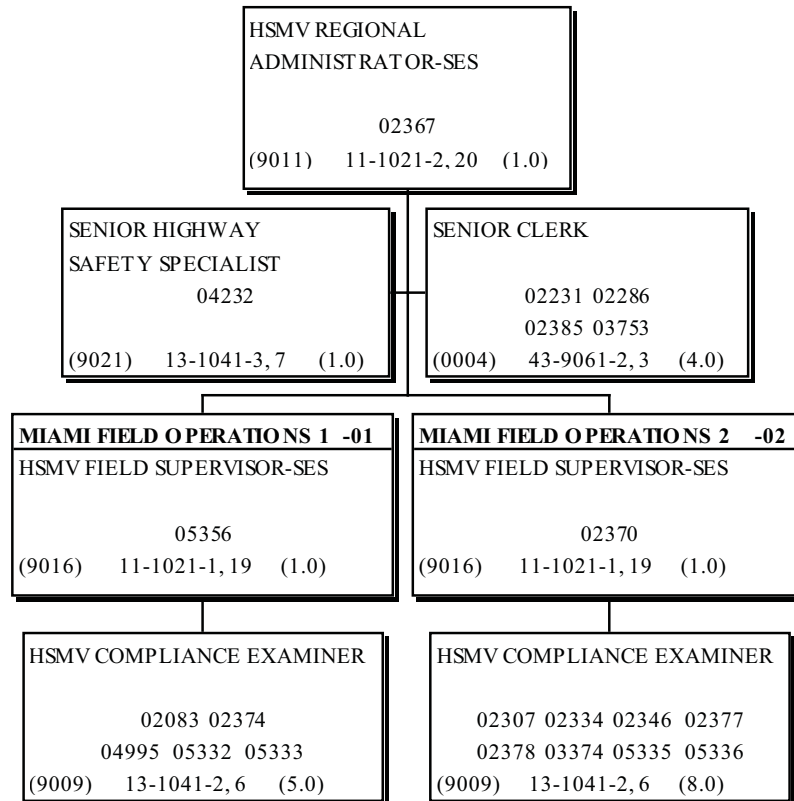
DATE: 03/25/11  
 SEQUENCE: 7621-01-01-03-02-03  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 14  
 NUMBER OF FTE'S: 14.0



\* SHARED POSITION

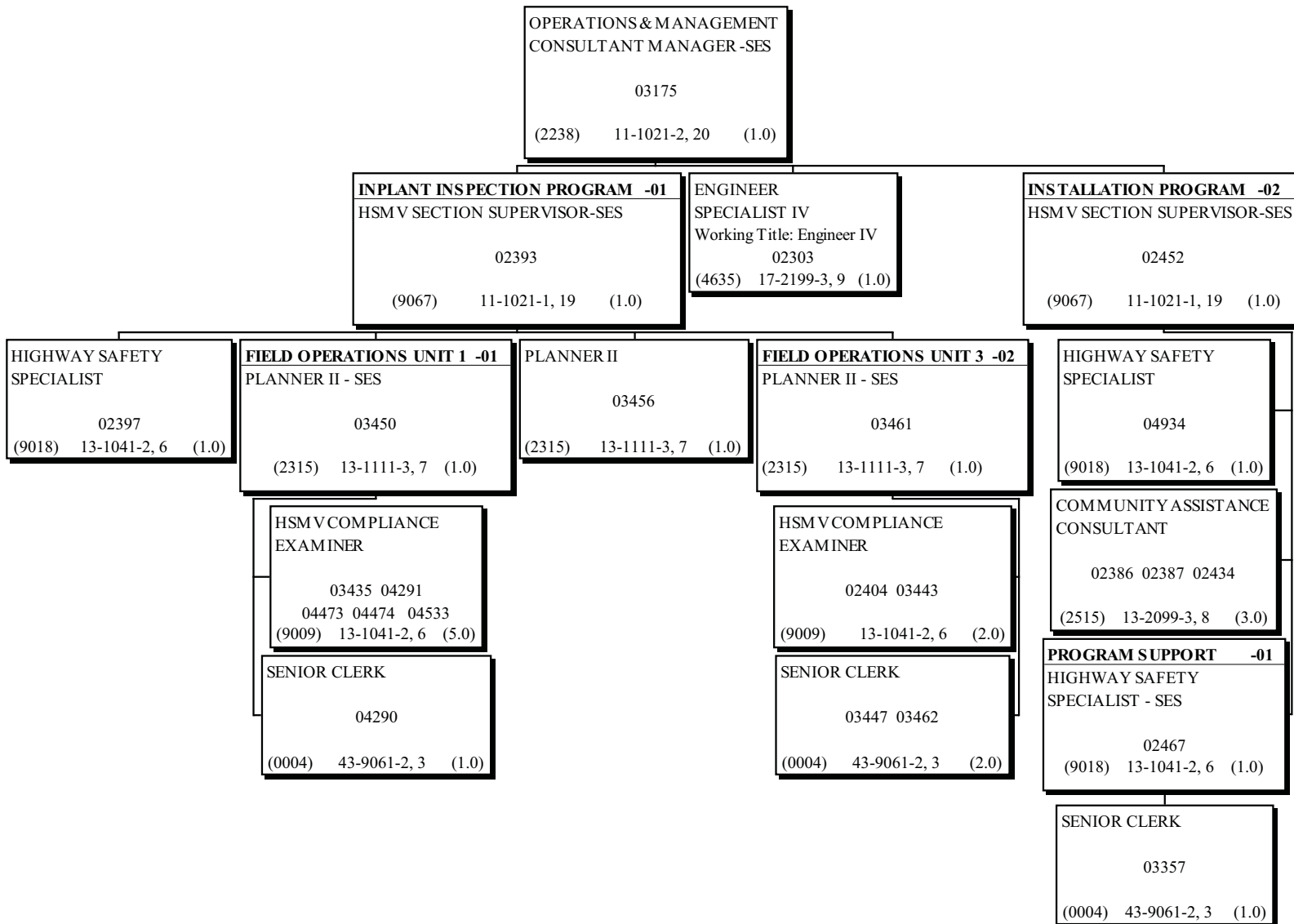
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES**  
**DIVISION OF MOTORIST SERVICES**  
**BUREAU OF MOTOR VEHICLE FIELD OPERATIONS**  
**FIELD OPERATIONS SOUTH - MIAMI REGION**

DATE: 01/19/11  
 SEQUENCE: 7621-01-01-03-02-04  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 21  
 NUMBER OF FTE'S: 21.0



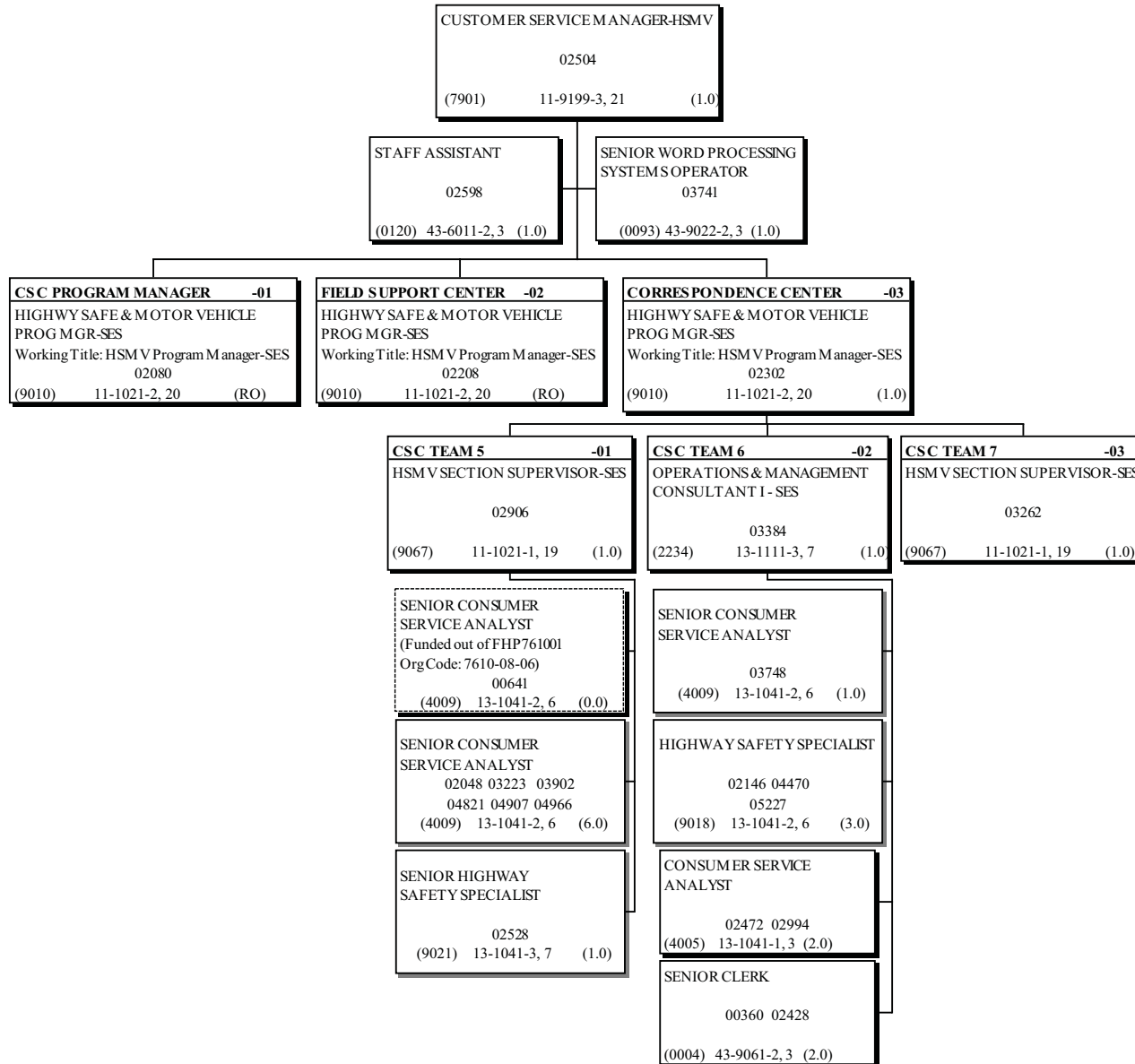
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF MOTORIST SERVICES  
 BUREAU OF MOTOR VEHICLE FIELD OPERATIONS  
 OPERATIONS SUPPORT / MANUFACTURED HOMES**

DATE: 07/01/11  
 SEQUENCE: 7621-01-01-03-03-02  
 OED:  
 NUMBER OF POSITIONS: 24  
 NUMBER OF FTE'S: 24.0



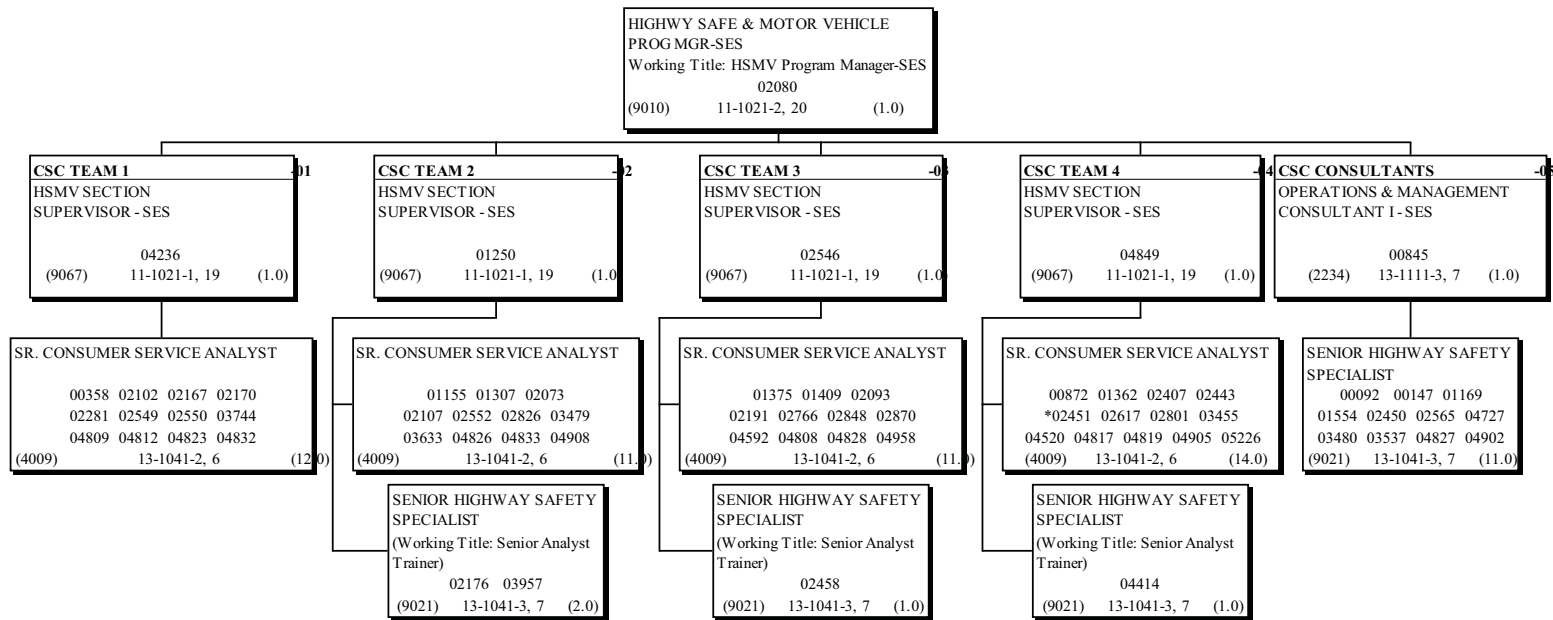
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
CUSTOMER SERVICE CENTER**

DATE: 05/16/11  
 SEQUENCE: 7621-01-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 22  
 NUMBER OF FTE'S: 22.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
CUSTOMER SERVICE CENTER / PROGRAM  
MANAGER**

DATE: 05/06/11  
 SEQUENCE: 7621-01-02-01  
 OWP:  
 NUMBER OF POSITIONS: 68  
 NUMBER OF FTE'S: 68.0



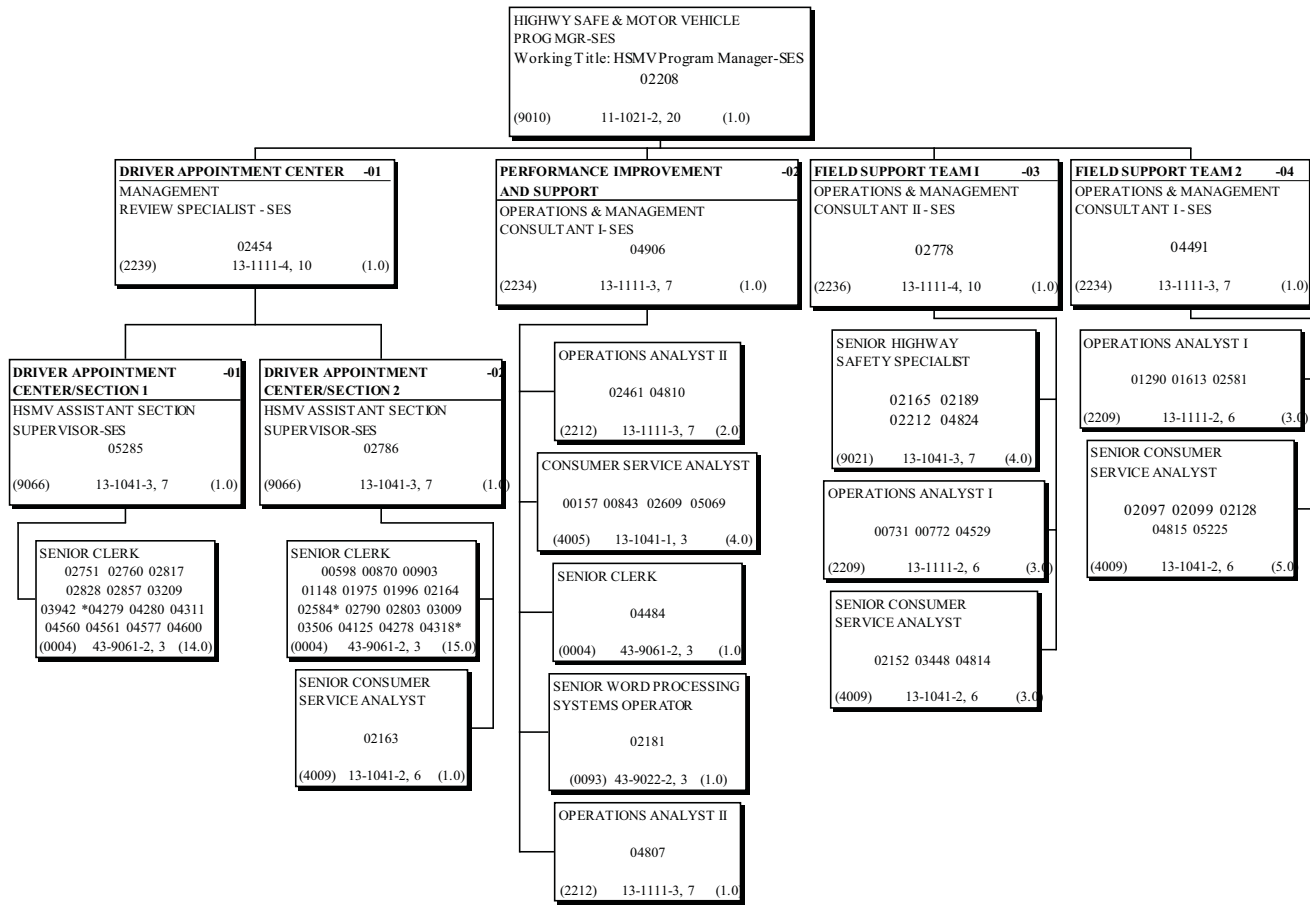
\* Shared Position

CSC PROGRAM  
MANGER



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
CUSTOMER SERVICE CENTER / FIELD SUPPORT  
CENTER**

DATE: 07/01/11  
 SEQUENCE: 7621-01-02-02  
 OED:  
 NUMBER OF POSITIONS: 64  
 NUMBER OF FTES: 64.0

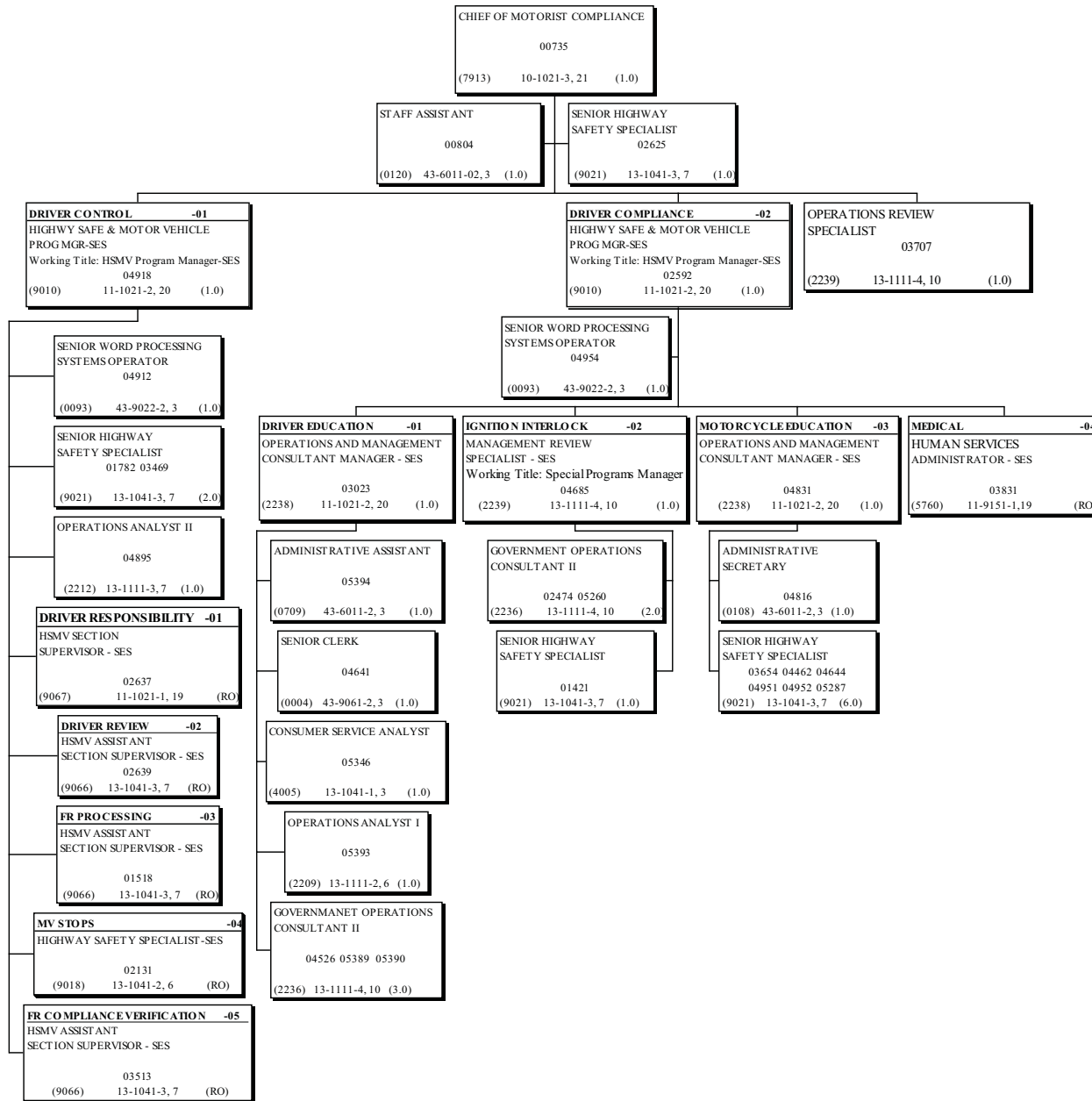


\* - Shared Position

CSC FIELD  
SUPPORT CENTER

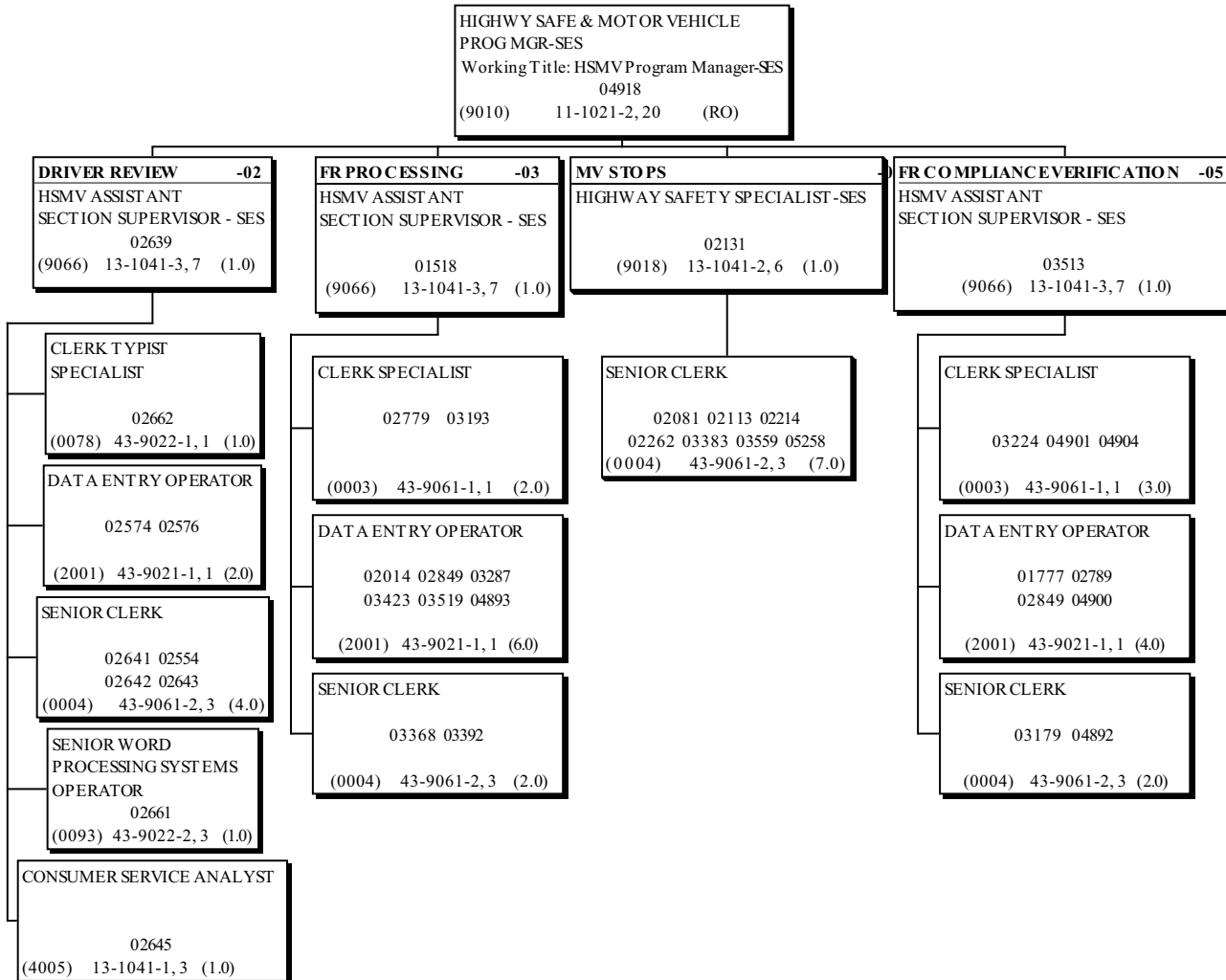
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF MOTORIST COMPLIANCE**

DATE: 07/01/11  
SEQUENCE: 7621-01-03-01  
OED: \_\_\_\_\_  
NUMBER OF POSITIONS: 31  
NUMBER OF FTE'S: 31.0



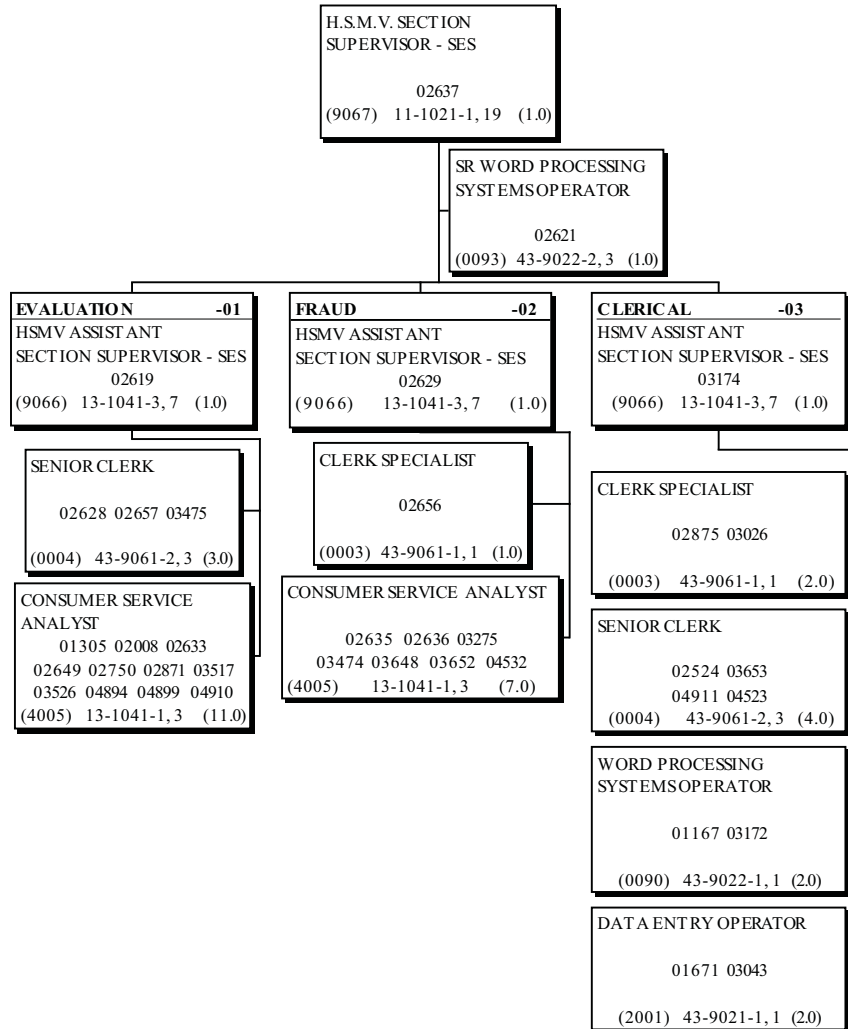
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF MOTORIST SERVICES  
 BUREAU OF MOTORIST COMPLIANCE  
 DRIVER ENFORCEMENT SECTION**

DATE: 07/01/11  
 SEQUENCE: 7621-01-03-01-01  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 39  
 NUMBER OF FTE'S: 39.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF MOTORIST SERVICES  
 BUREAU OF MOTORIST COMPLIANCE  
 DRIVER RESPONSIBILITY SECTION**

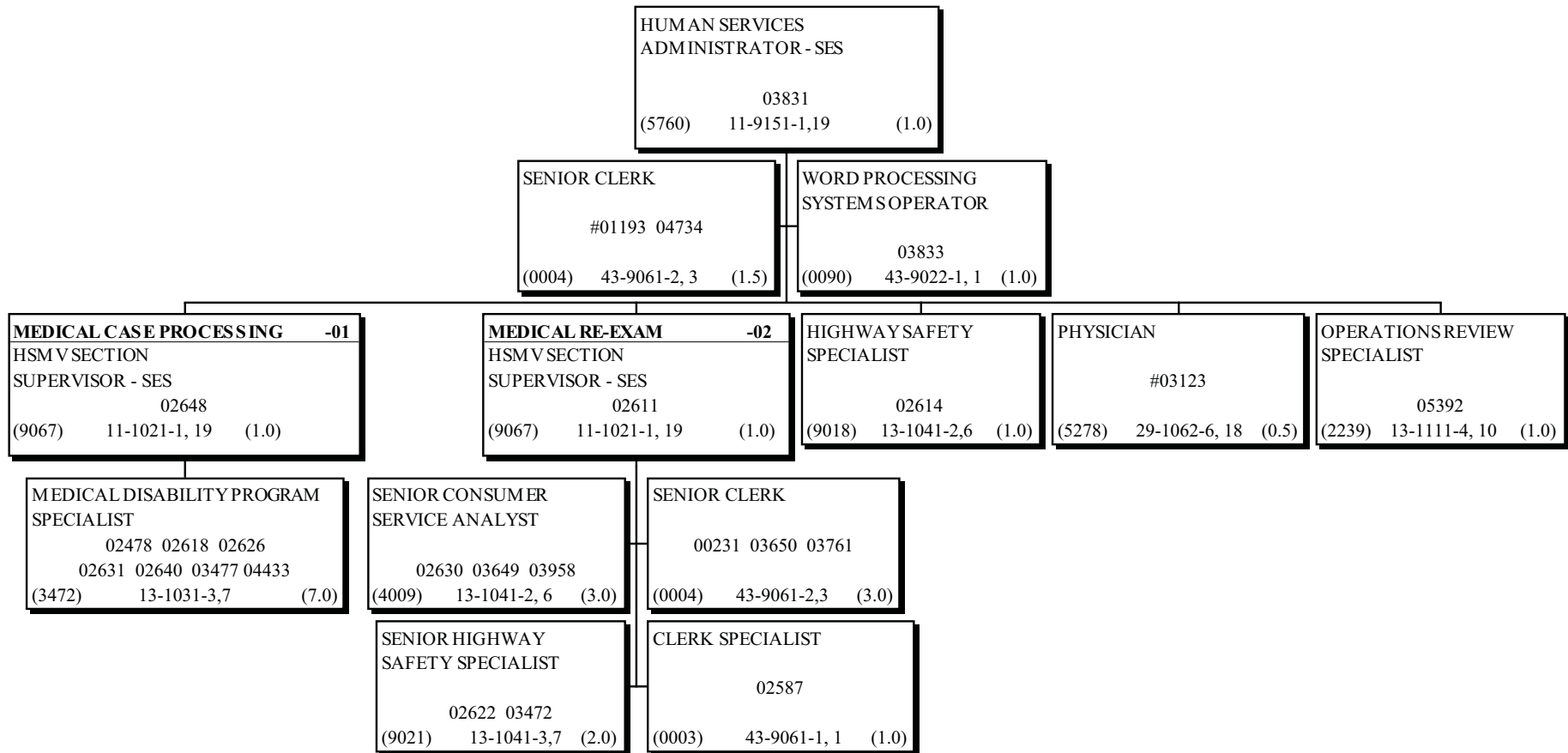
DATE: 07/01/11  
 SEQUENCE: 7621-01-03-01-01-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 37  
 NUMBER OF FTE'S: 37.0



MOTORIST COMPLIANCE - DRIVER RESPONSIBILITY

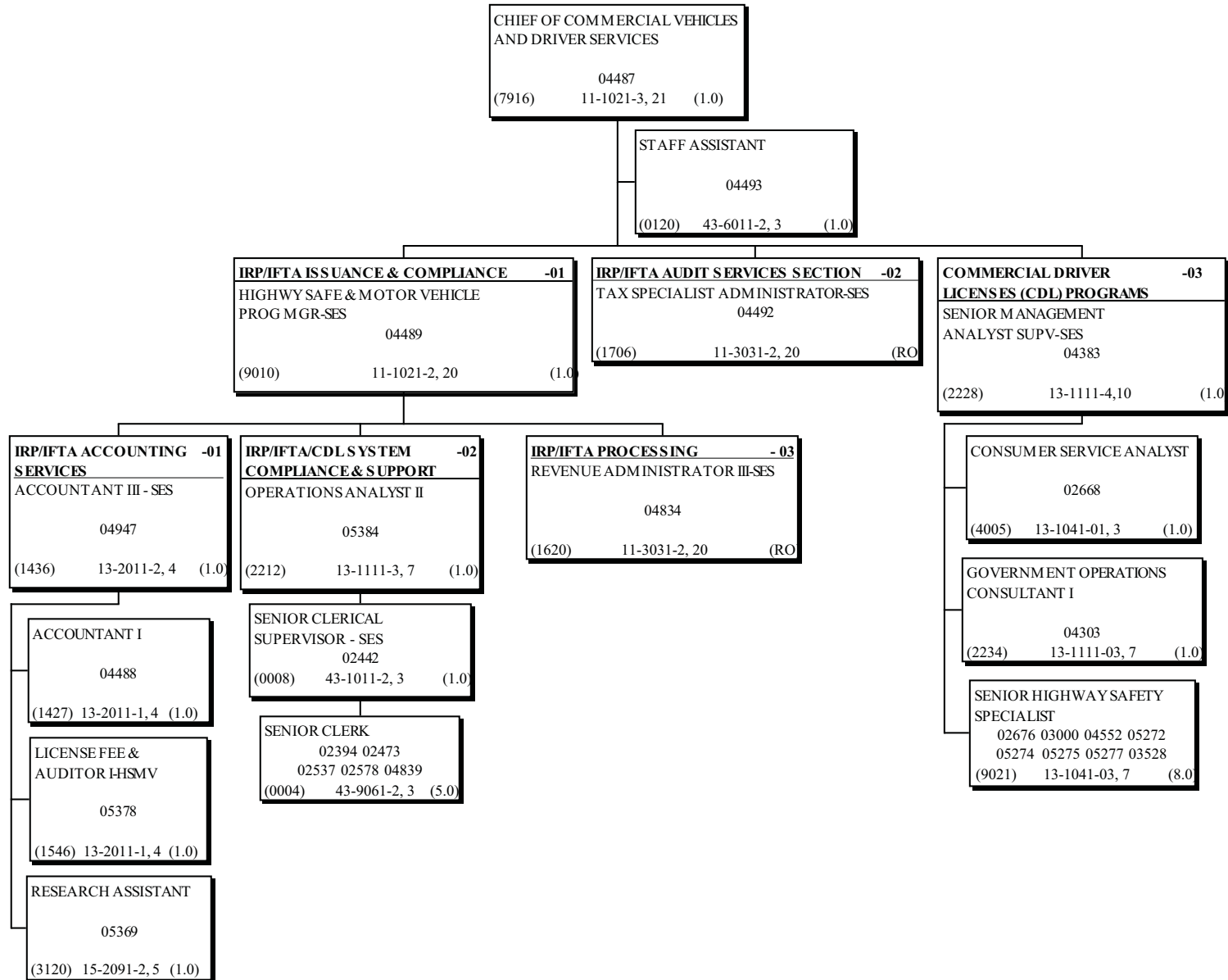
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF MOTORIST SERVICES  
 BUREAU OF MOTORIST COMPLIANCE  
 DRIVER COMPLIANCE / MEDICAL SECTION**

DATE: 07/22/11  
 SEQUENCE: 7621-01-03-01-02-04  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 25  
 NUMBER OF FTE'S: 24.0



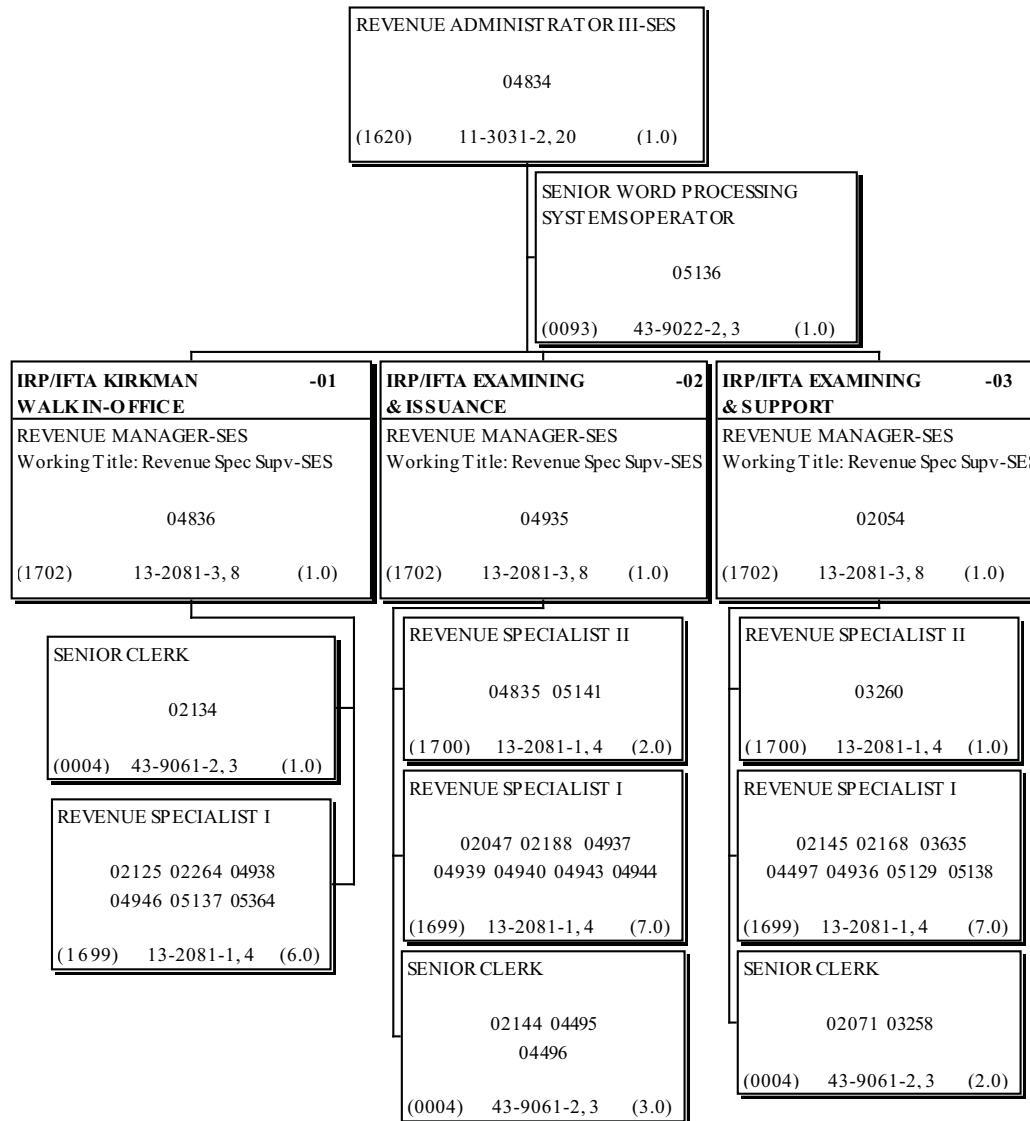
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF COMMERCIAL VEHICLES AND DRIVER SERVICES**

DATE: 07/01/11  
 SEQUENCE: 7621-01-03-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 25  
 NUMBER OF FTE'S: 25.0



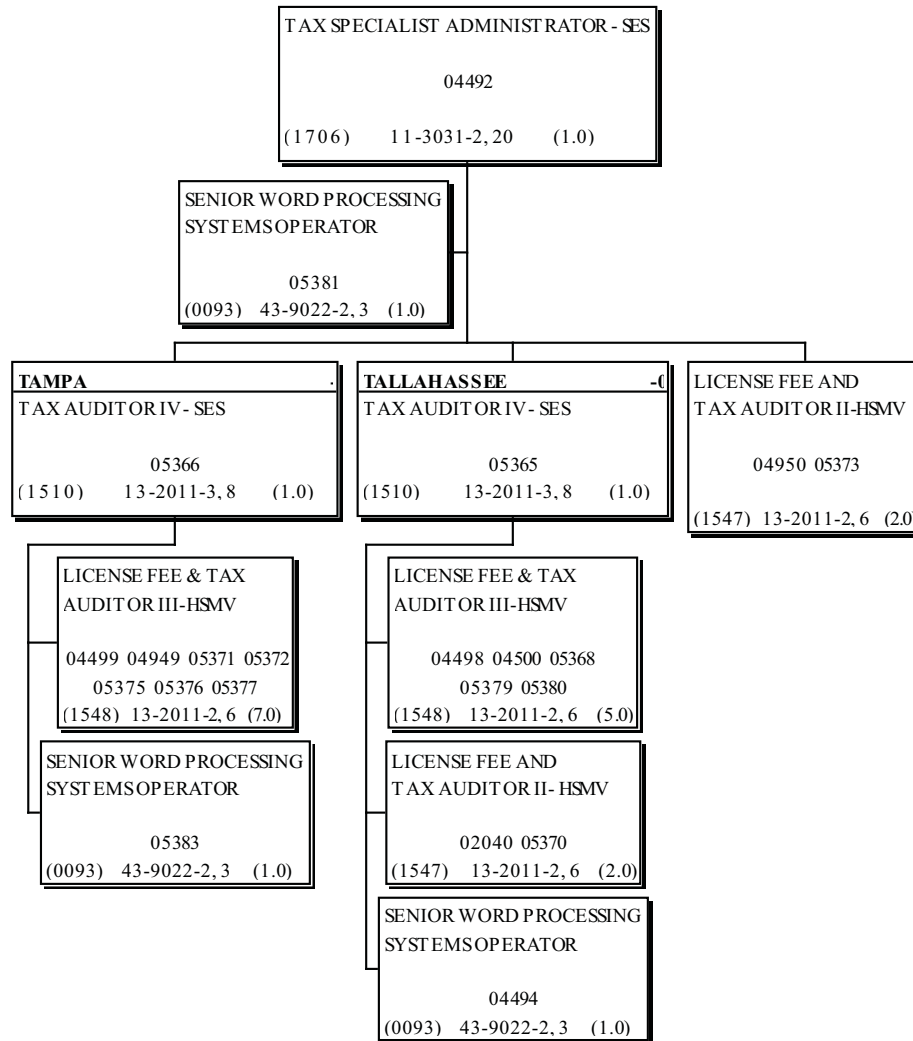
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF MOTORIST SERVICES  
 BUREAU OF COMMERCIAL VEHICLES AND DRIVER SERVICES  
 IRP/IFTA PROCESSING**

DATE: 03/01/11  
 SEQUENCE: 7621-01-03-02-01-03  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 34  
 NUMBER OF FTE'S: 34.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 DIVISION OF MOTORIST SERVICES  
 BUREAU OF COMMERCIAL VEHICLE AND DRIVER SERVICES  
 IRP/IFTA AUDIT SERVICES**

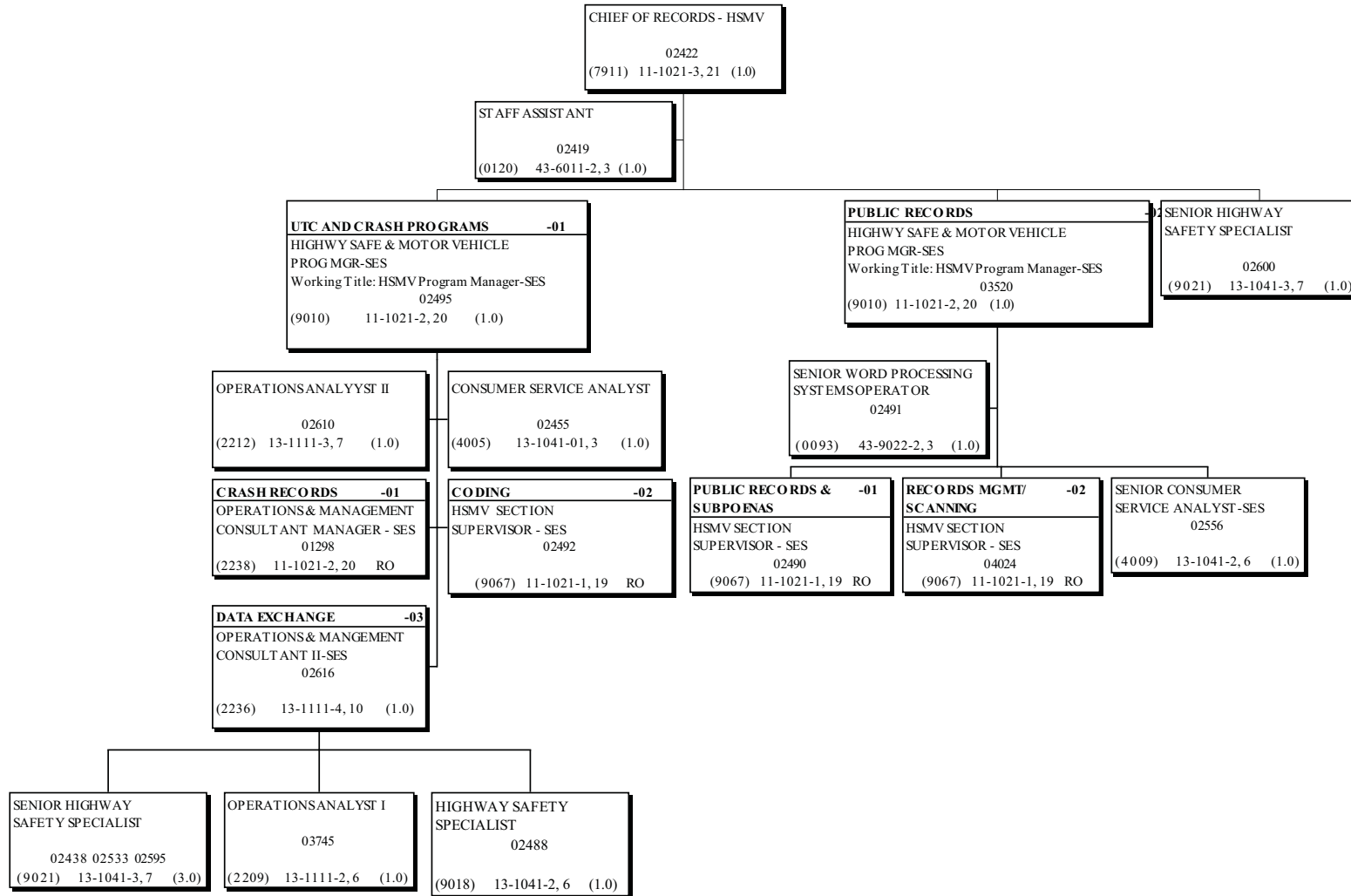
DATE: 01/19/11  
 SEQUENCE: 7621-01-03-02-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 22  
 NUMBER OF FTE'S: 22.0





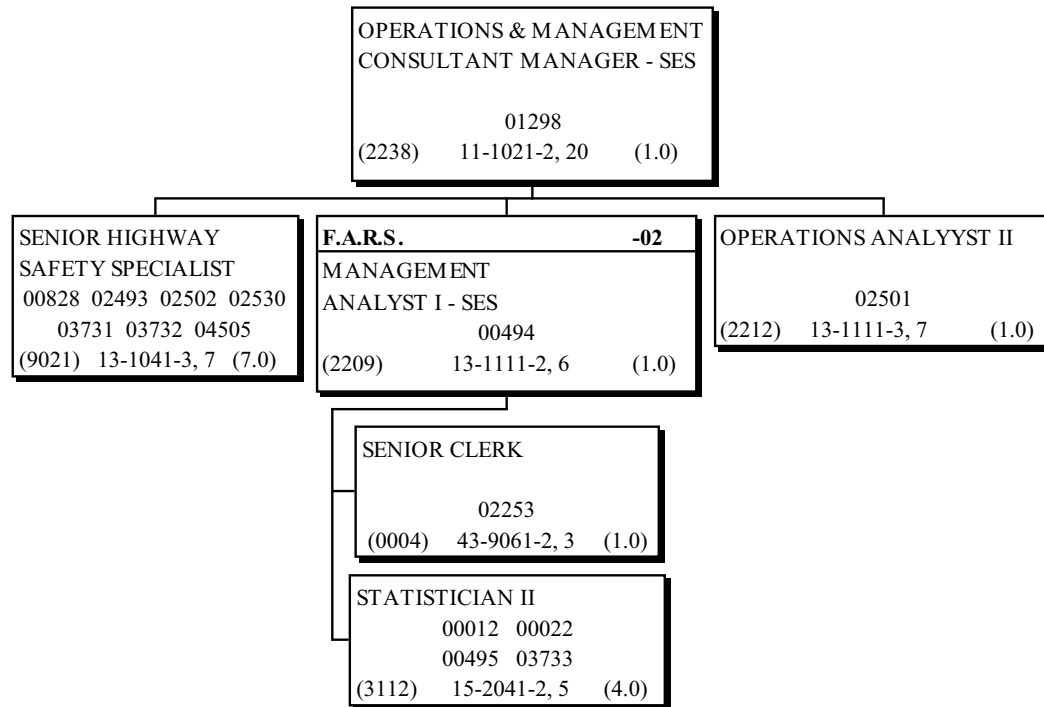
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF RECORDS**

DATE: 07/01/11  
 SEQUENCE: 7621-01-03-03  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 15  
 NUMBER OF FTE'S: 15.0



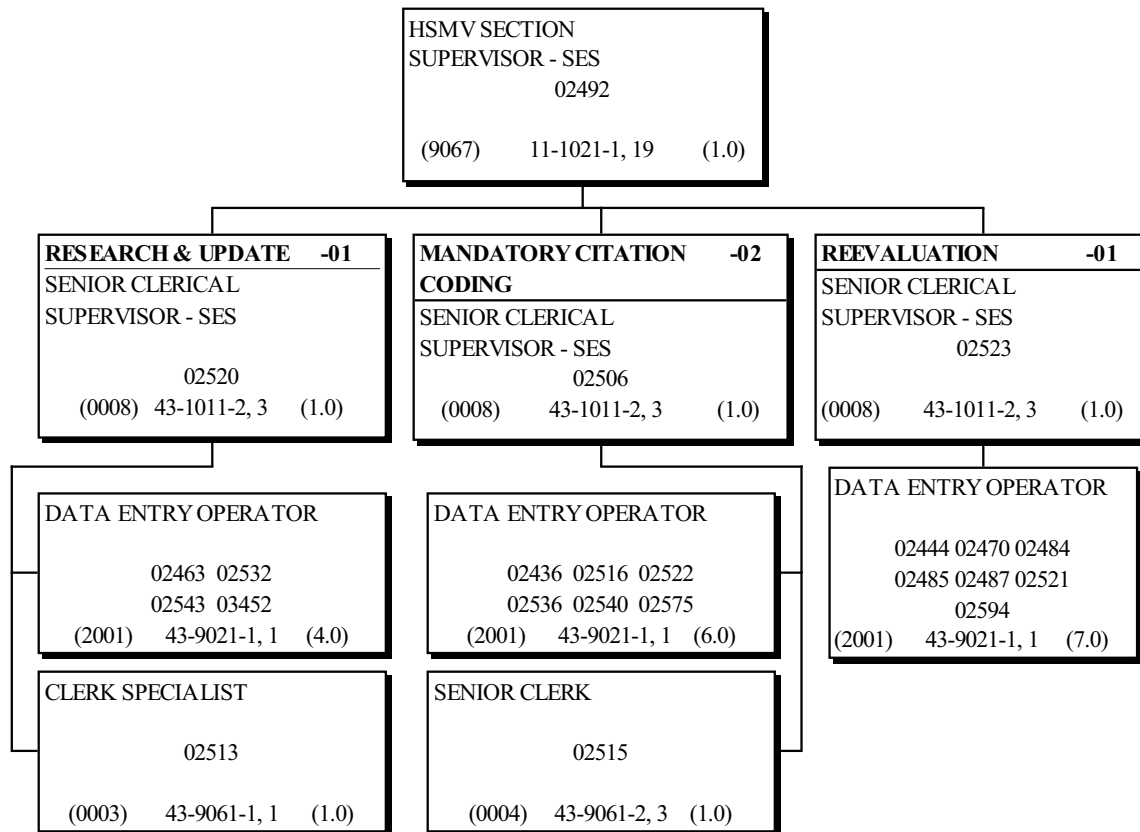
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF RECORDS  
UTC AND CRASH PROGRAMS / CRASH RECORDS**

DATE: 07/01/11  
 SEQUENCE: 7621-01-03-03-01-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 15  
 NUMBER OF FTES: 15.0



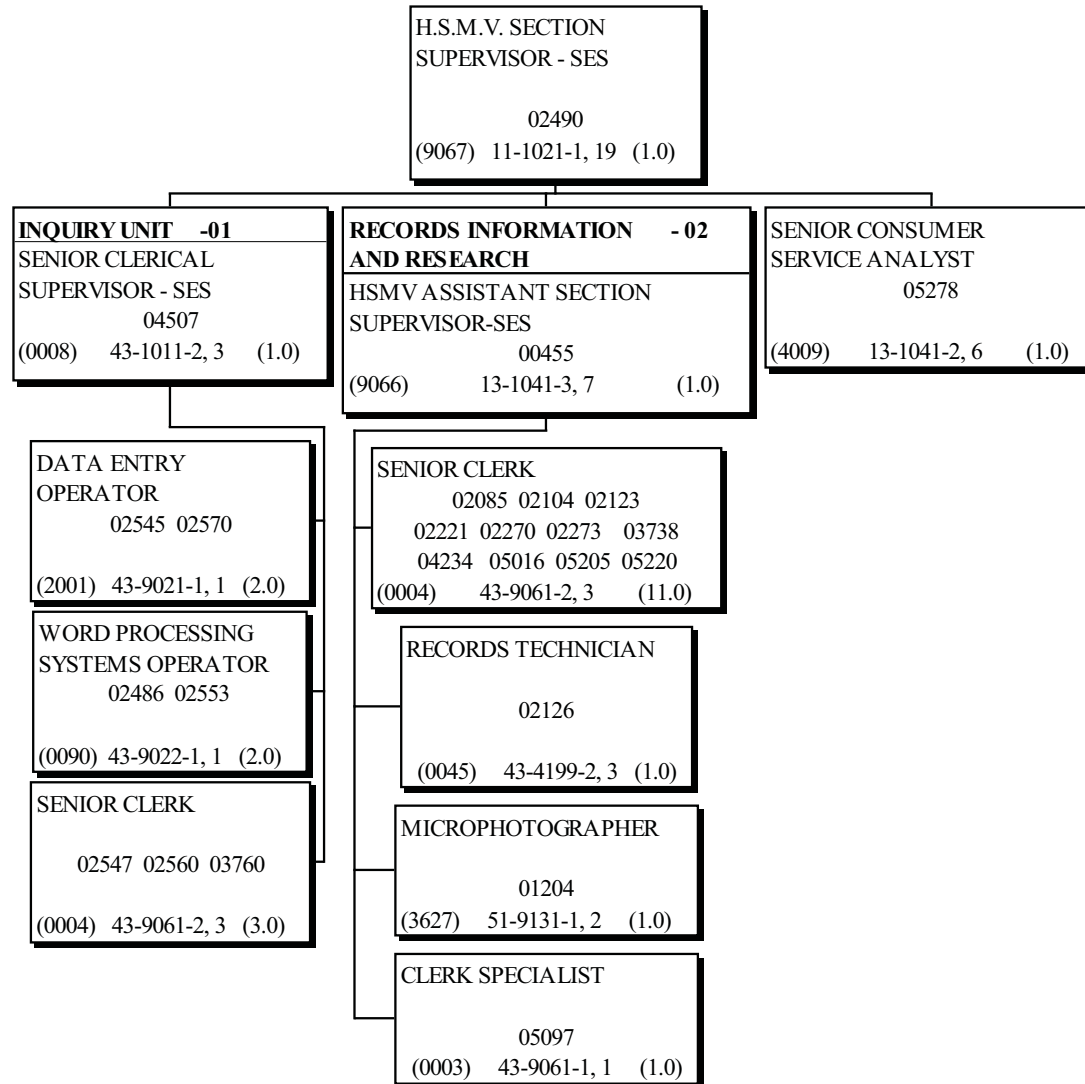
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF RECORDS  
UTC AND CRASH PROGRAMS / CODING**

DATE: 07/01/11  
 SEQUENCE: 7621-01-03-03-01-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 23  
 NUMBER OF FTE'S: 23.0



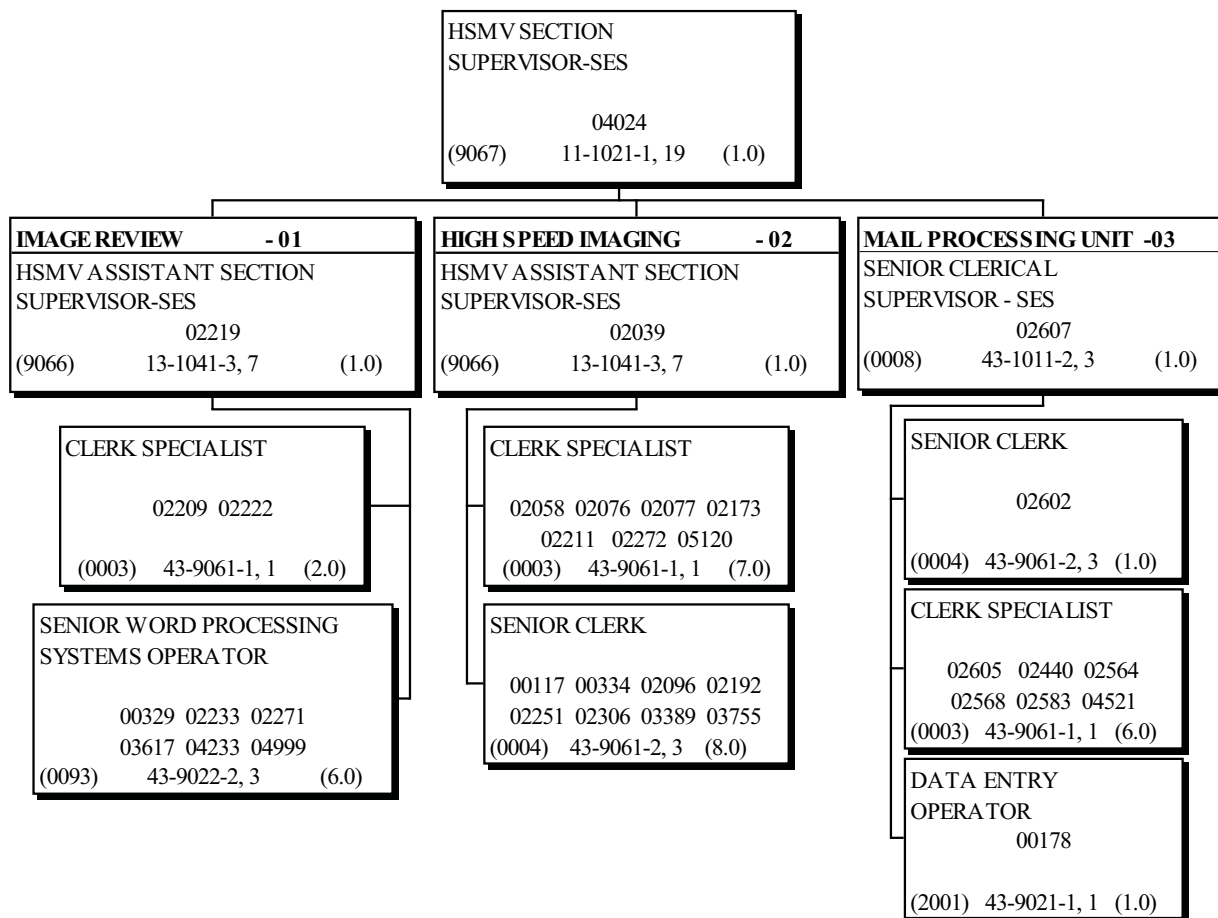
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF RECORDS  
PUBLIC RECORDS / PUBLIC RECORDS & SUBPOENAS**

DATE: 07/01/11  
 SEQUENCE: 7621-01-03-03-02-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 25  
 NUMBER OF FTE'S: 25.0



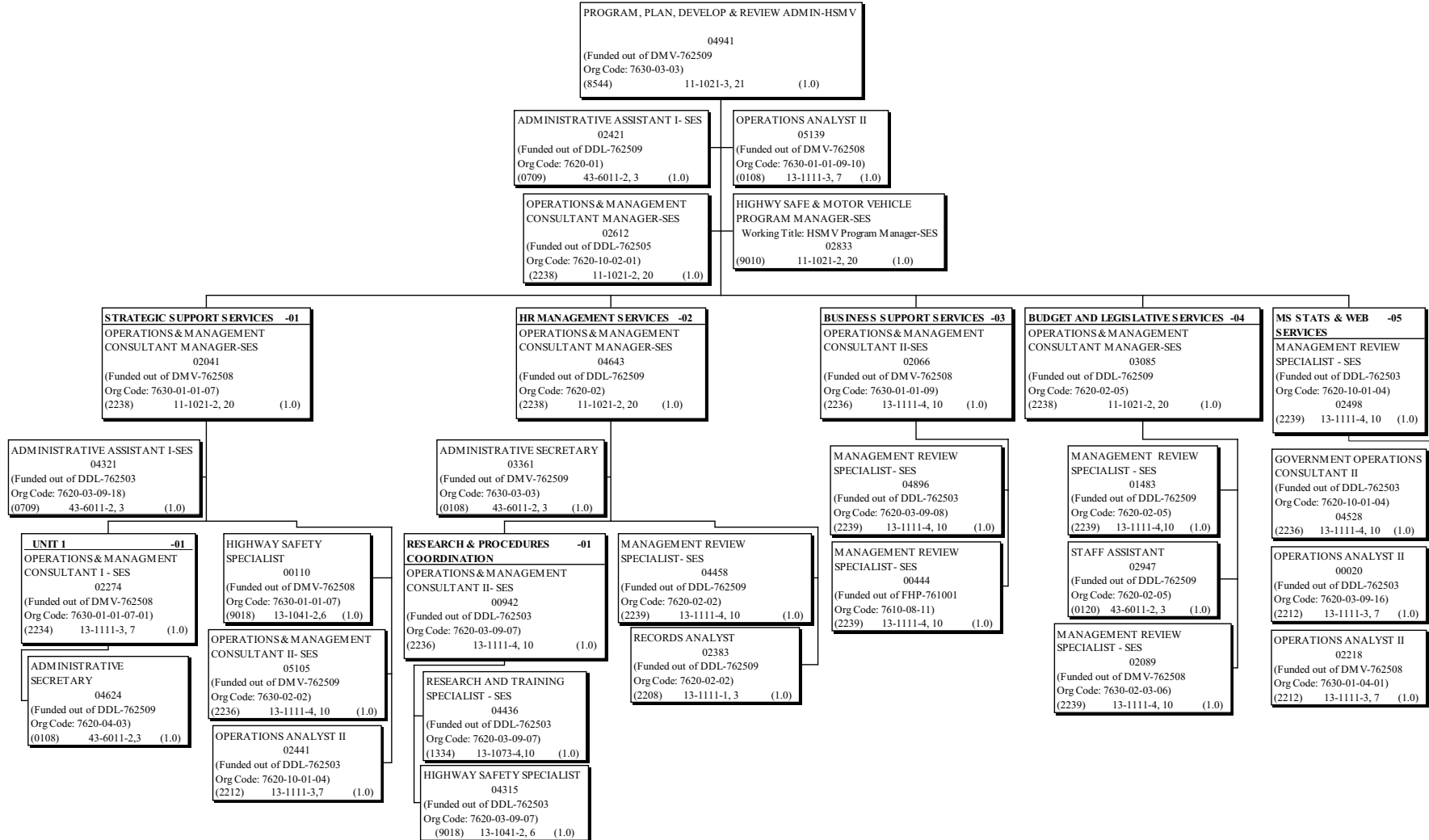
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES  
DIVISION OF MOTORIST SERVICES  
BUREAU OF RECORDS  
PUBLIC RECORDS / RECORDS MGMT / SCANNING**

DATE: 07/22/11  
 SEQUENCE: 7621-01-03-03-02-02  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 35  
 NUMBER OF FTE'S: 35.0



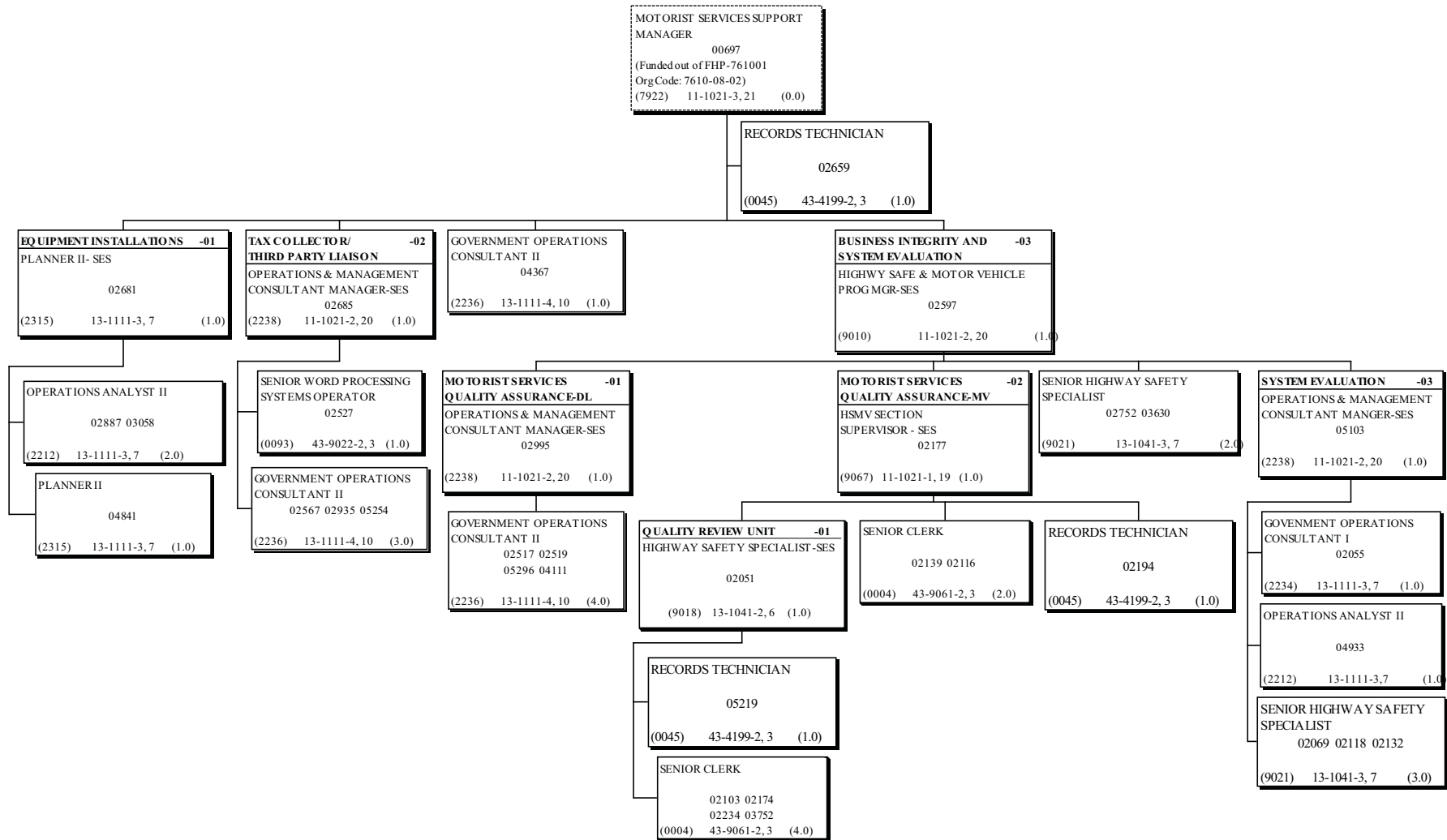
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES**  
**DIVISION OF MOTORIST SERVICES**  
**PROGRAM PLANNING & ADMINISTRATION OFFICE**

DATE: 04/27/11  
SEQUENCE: 7621-02  
OWP: \_\_\_\_\_  
NUMBER OF POSITIONS: 30  
NUMBER OF FTE'S: 30.0



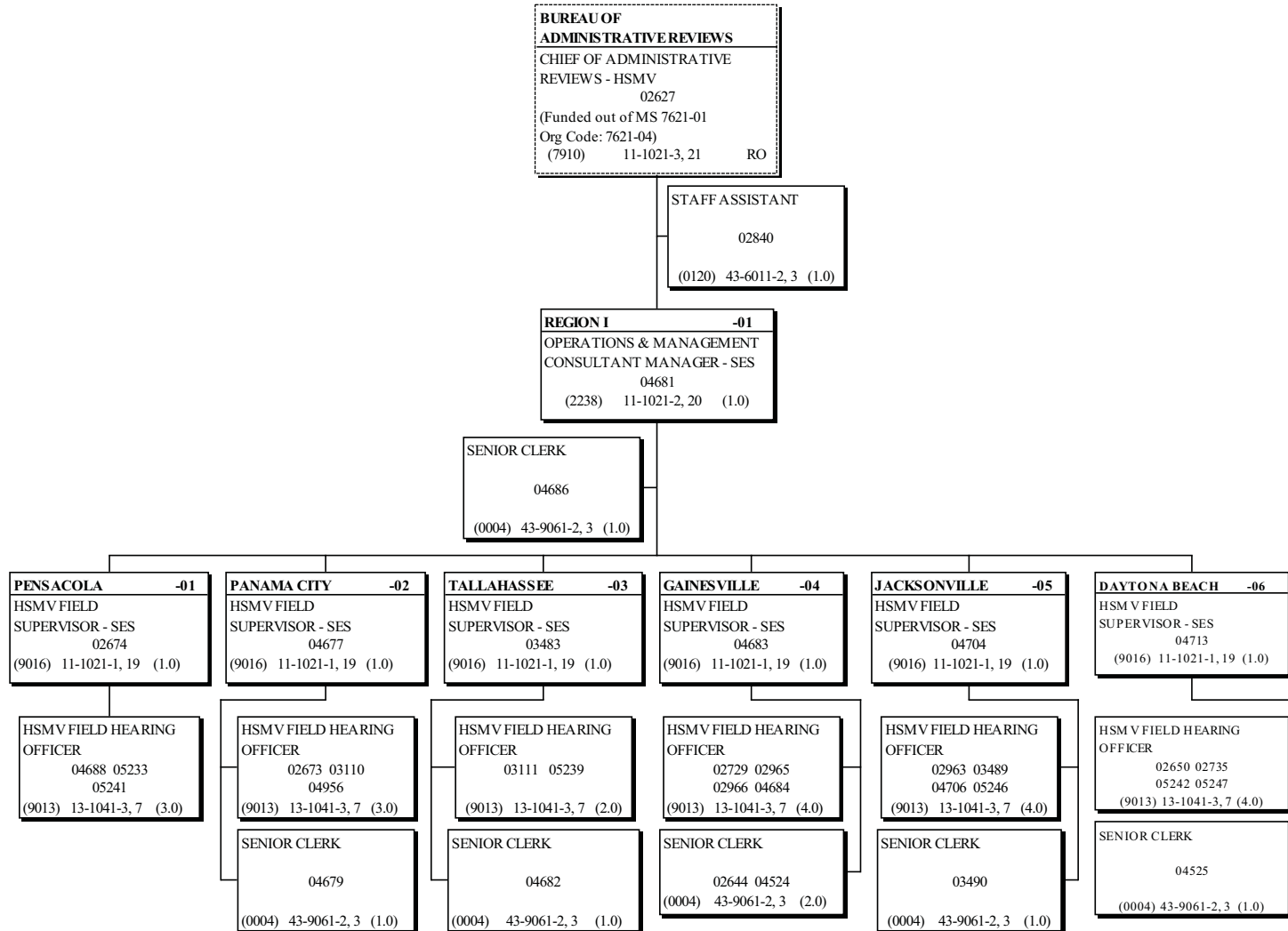
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR  
VEHICLES**  
**DIVISION OF MOTORIST SERVICES**  
**OFFICE OF MOTORIST SERVICES SUPPORT**

DATE: 07/01/11  
SEQUENCE: 7621-03  
OED: \_\_\_\_\_  
NUMBER OF POSITIONS: 33  
NUMBER OF FTE: 33.0



**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
DIVISION OF DRIVER LICENSES  
BUREAU OF ADMINISTRATIVE REVIEWS**

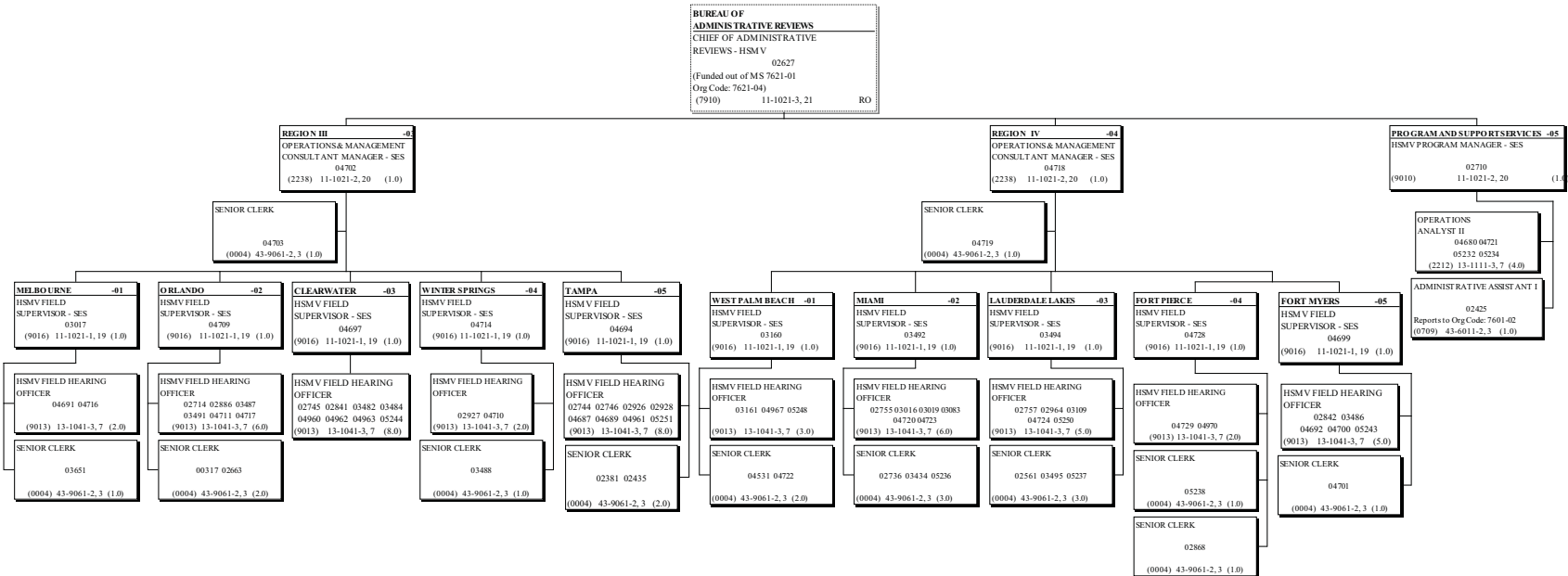
DATE: 07/01/11  
SEQUENCE: 7621-04  
OED:  
NUMBER OF POSITIONS: 31  
NUMBER OF FTE'S: 31.0





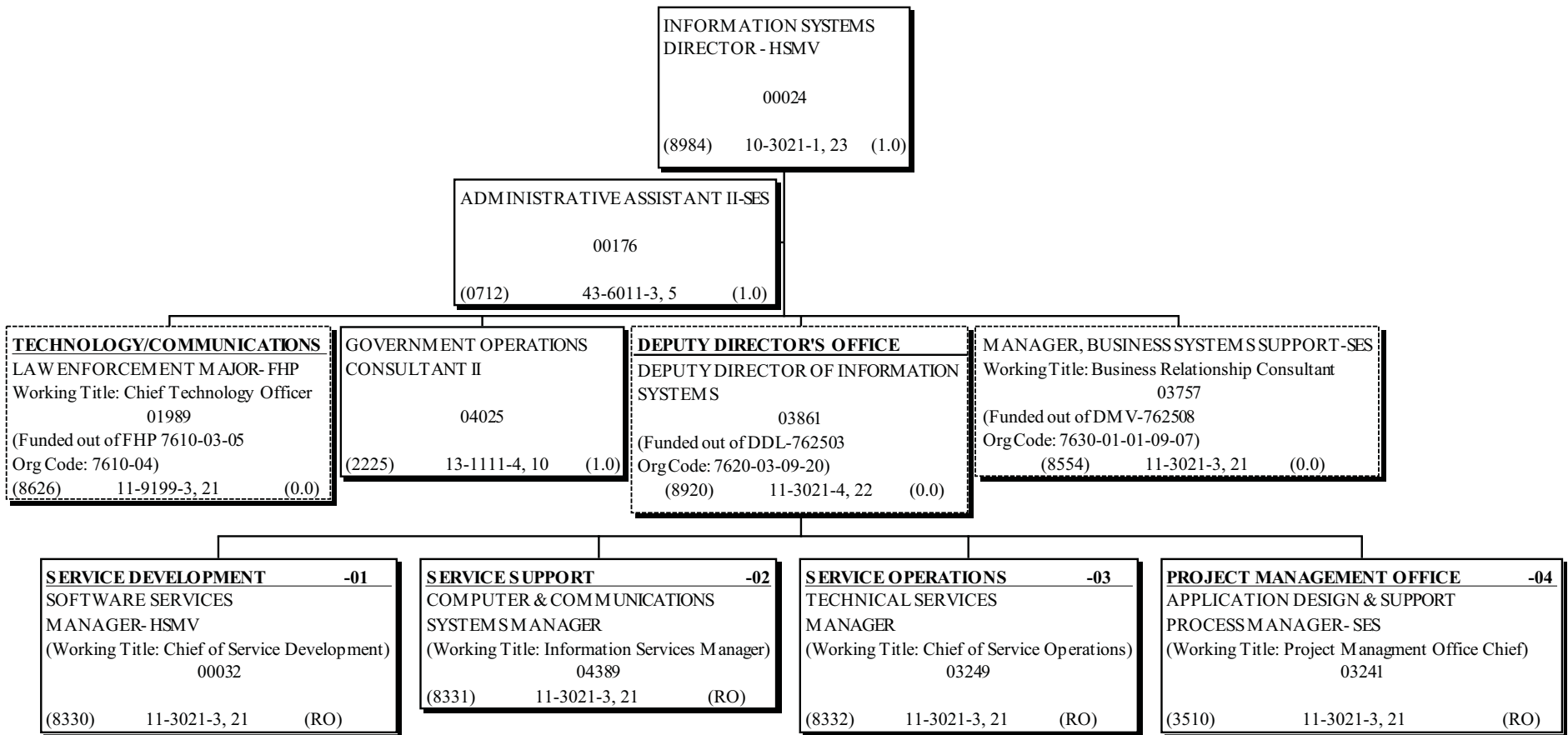
**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
DIVISION OF DRIVER LICENSES  
BUREAU OF ADMINISTRATIVE REVIEWS**

DATE: 07/01/11  
SEQUENCE: 7621-04  
OED: \_\_\_\_\_  
NUMBER OF POSITIONS: 843  
NUMBER OF FTE'S: 84.0



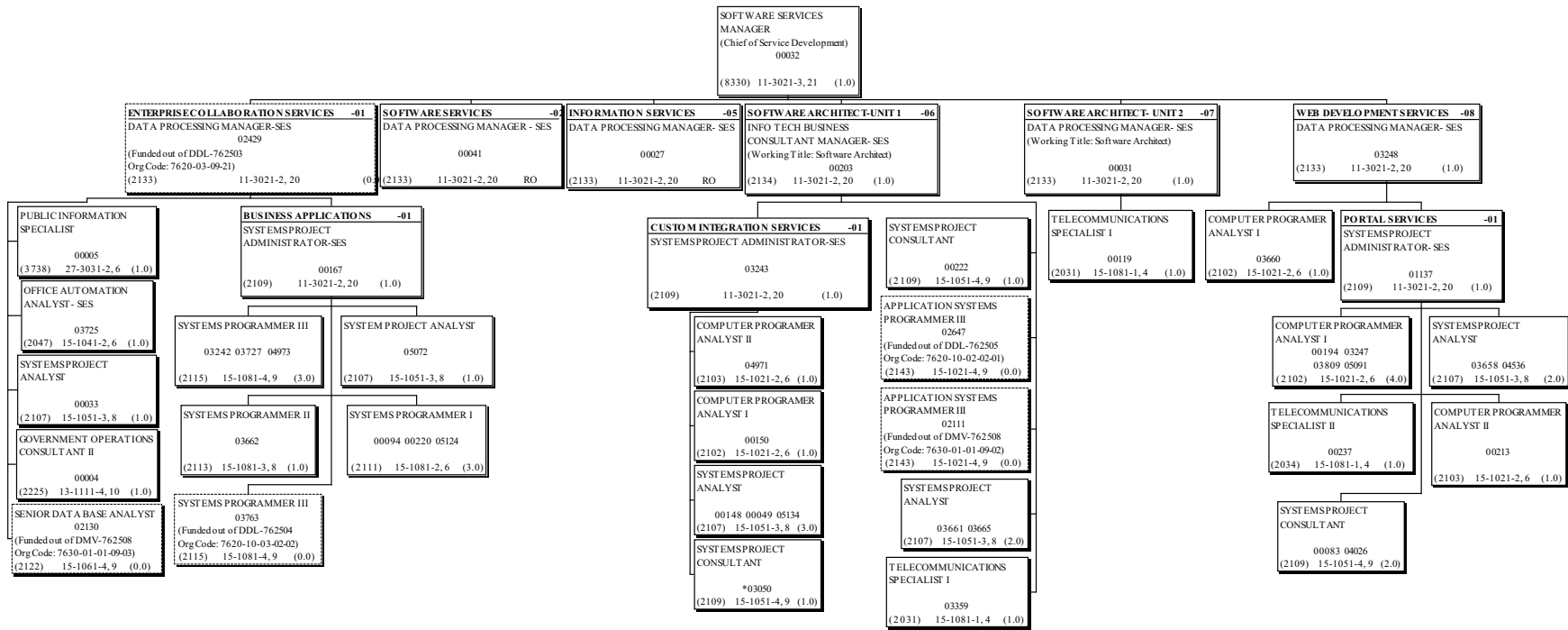
**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
INFORMATION SYSTEMS ADMINISTRATION**

DATE: 07/01/11  
 SEQUENCE: 7640-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 3  
 NUMBER OF FTE'S: 3.0



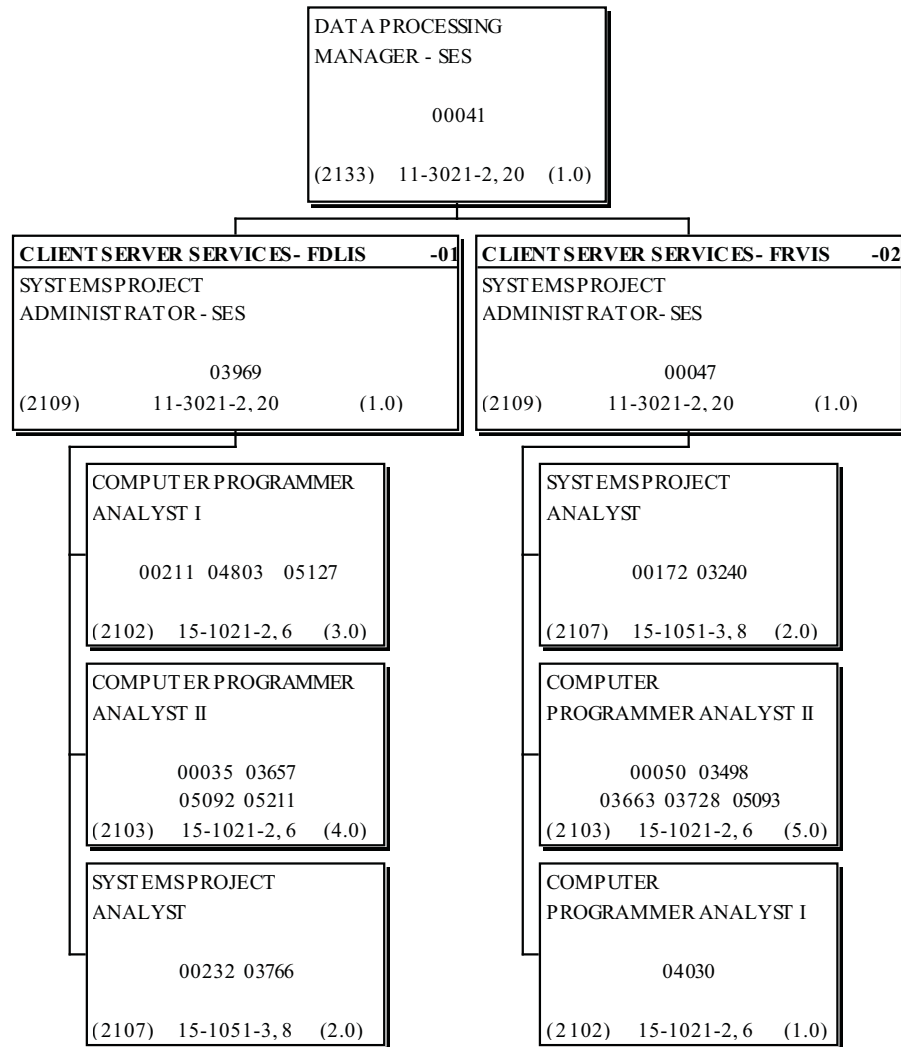
# DEPARTMENT OF HIGHWAY AND MOTOR VEHICLES INFORMATION SYSTEMS ADMINISTRATION SERVICE DEVELOPMENT

DATE: 07/01/11  
 SEQUENCE: 7640-01-01  
 OED: \_\_\_\_\_  
 NUMBER OF POSITIONS: 41  
 NUMBER OF FTE'S: 41.0



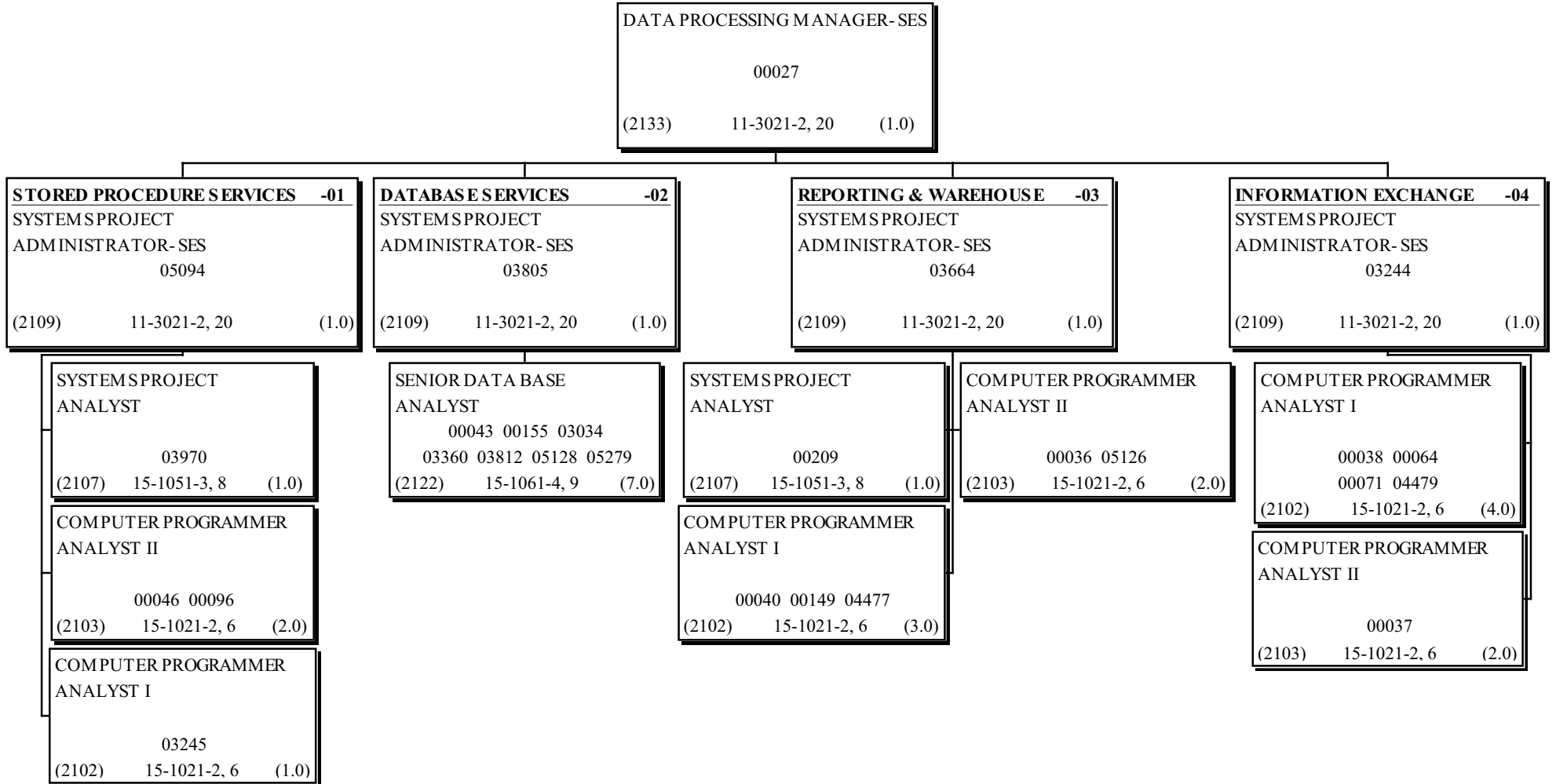
**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 INFORMATION SYSTEMS ADMINISTRATION  
 SERVICE DEVELOPMENT- SOFTWARE SERVICES**

DATE: 11/15/10  
 SEQUENCE: 7640-01-01-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 20  
 NUMBER OF FTE'S: 20.0



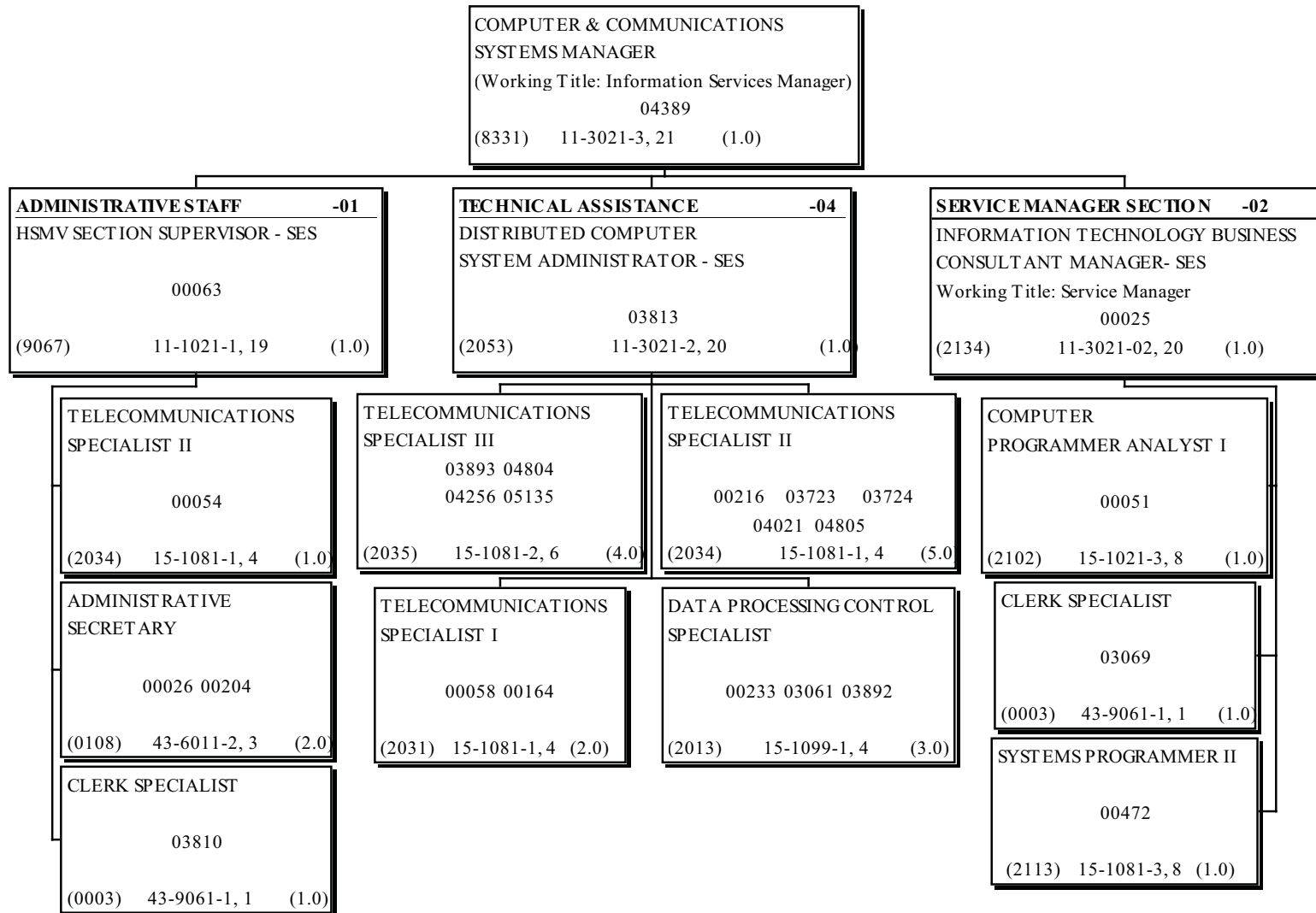
**DEPARTMENT OF HIGHWAY  
AND MOTOR VEHICLES  
INFORMATION SYSTEMS ADMINISTRATION  
SERVICE DEVELOPMENT- INFORMATION SERVICES**

DATE: 05/13/11  
 SEQUENCE: 7640-01-01-05  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 27  
 NUMBER OF FTE: 27.0



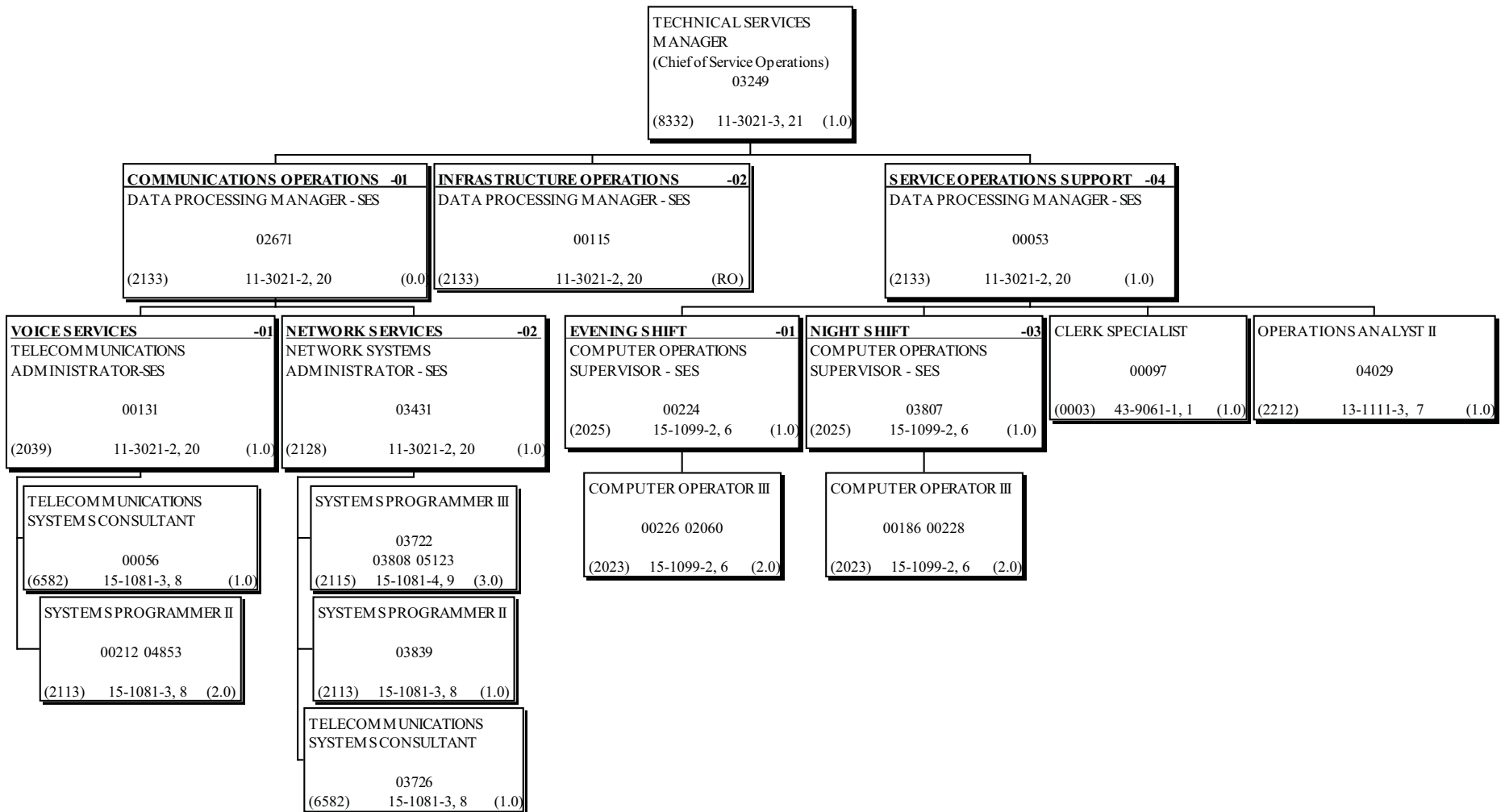
**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
INFORMATION SYSTEMS ADMINISTRATION  
SERVICE SUPPORT**

DATE: 02/18/2011  
SEQUENCE: 7640-01-02  
OWP: \_\_\_\_\_  
NUMBER OF POSITIONS: 25  
NUMBER OF FTES: 25.0



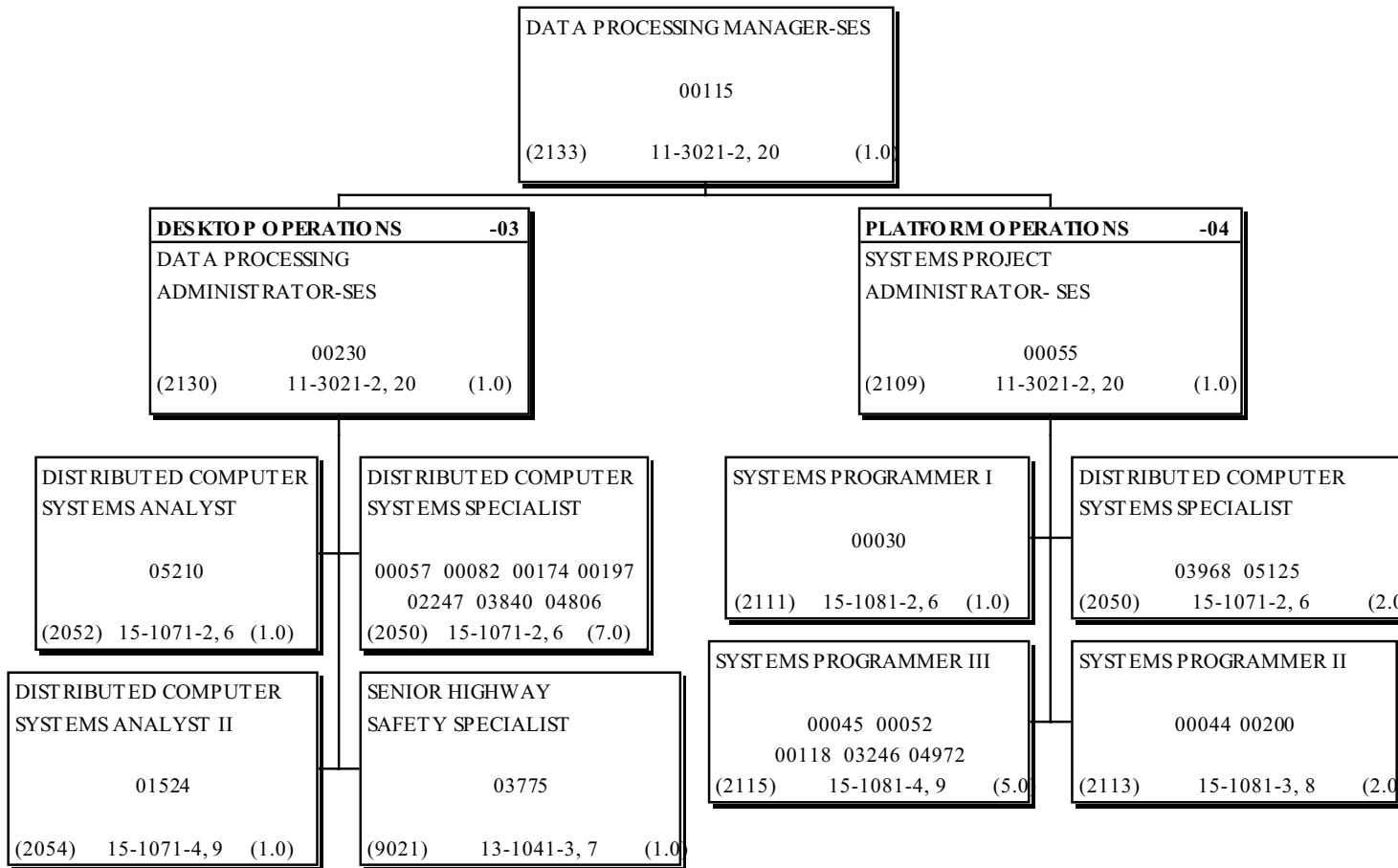
**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES  
INFORMATION SYSTEMS ADMINISTRATION  
SERVICE OPERATIONS**

DATE: 07/01/11  
 SEQUENCE: 7640-01-03  
 OED:  
 NUMBER OF POSITIONS: 20  
 NUMBER OF FTE'S: 20.0



**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 INFORMATION SYSTEMS ADMINISTRATION  
 SERVICE OPERATIONS - INFRASTRUCTURE OPERATIONS**

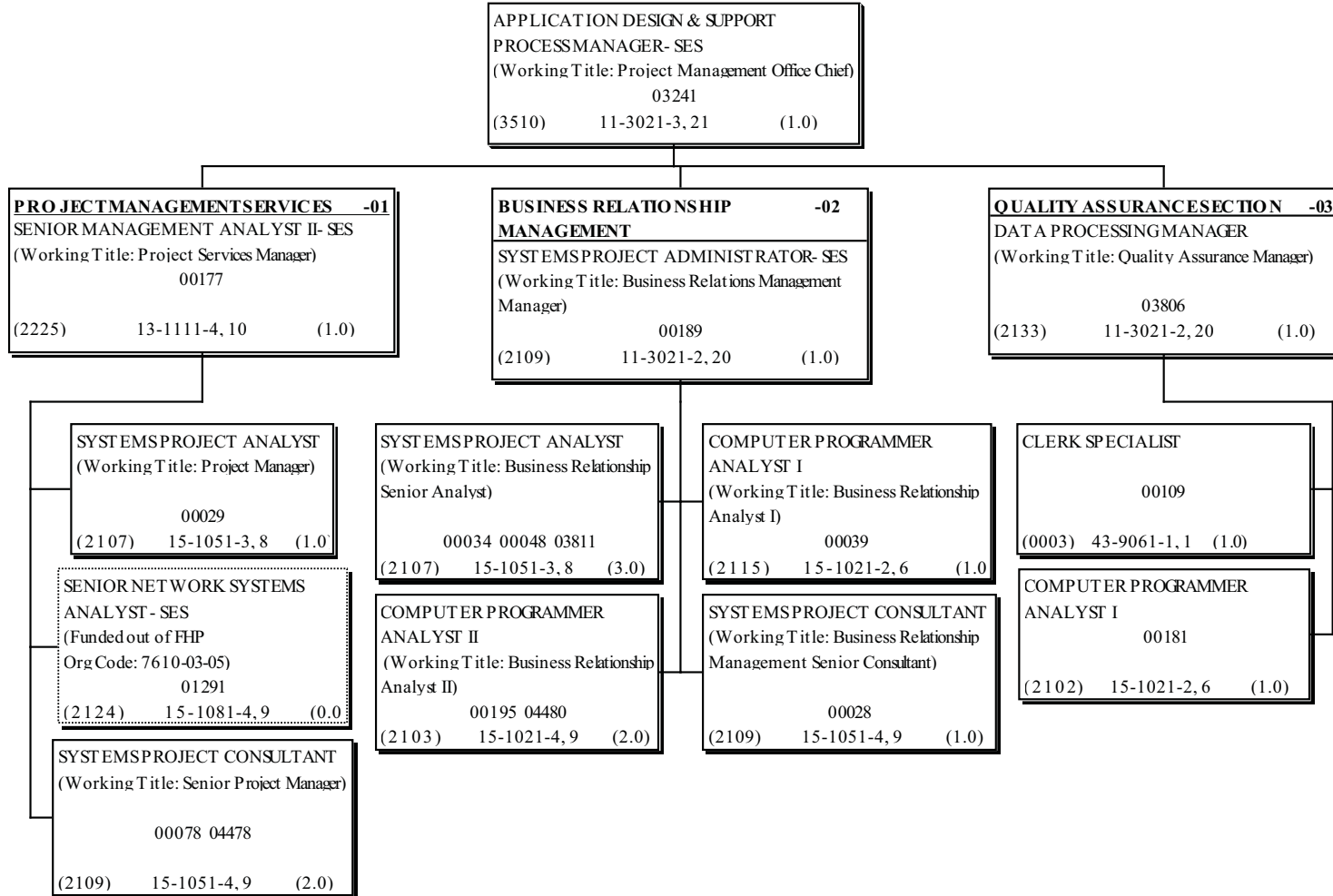
DATE: 02/18/2011  
 SEQUENCE: 7640-01-03-02  
 OWP: \_\_\_\_\_  
 NUMBER OF POSITIONS: 23  
 NUMBER OF FTE'S: 23.0





**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES  
 INFORMATION SYSTEMS ADMINISTRATION  
 PROJECT MANAGEMENT OFFICE**

DATE: 05/15/11  
 SEQUENCE: 7640-01-04  
 OWP:  
 NUMBER OF POSITIONS: 16  
 NUMBER OF FTE'S: 16.0



**SCHEDULE XII: OUTSOURCING OR PRIVATIZATION OF A SERVICE OR ACTIVITY  
BUSINESS CASE**

<b>Schedule XII Cover Sheet and Agency Project Approval</b>	
<b>Agency:</b> Highway Safety and Motor Vehicles	<b>Schedule XII Submission Date:</b>
<b>Project Name:</b>	<b>Is this project included in the Agency's LRPP?</b> _____ Yes _____ No
<b>FY 2012-2013 LBR Issue Code:</b>	<b>FY 2012-2013 LBR Issue Title:</b>
<b>Agency Contact for Schedule XII (Name, Phone #, and E-mail address):</b>	
<b>AGENCY APPROVAL SIGNATURES</b>	
I am submitting the attached Schedule XII in support of our legislative budget request. I have reviewed and agree with the information in the attached Schedule XII.	
<b>Agency Head:</b>	<b>Date:</b>
<b>Printed Name:</b>	
<b>Agency Chief Information Officer:</b> <i>(If applicable)</i>	<b>Date:</b>
<b>Printed Name:</b>	
<b>Budget Officer:</b>	<b>Date:</b>
<b>Printed Name:</b>	
<b>Planning Officer:</b>	<b>Date:</b>
<b>Printed Name:</b>	
<b>Project Sponsor:</b>	<b>Date:</b>
<b>Printed Name:</b>	

The Department has no activities scheduled for outsourcing during the 2012-2013 fiscal year.

**SCHEDULE XIII  
PROPOSED CONSOLIDATED FINANCING OF DEFERRED-PAYMENT  
COMMODITY CONTRACTS**

<b>Contact Information</b>
Agency: Department of Highway Safety and Motor Vehicles
Name: Kevin Bailey, Chief of Purchasing and Contracts
Phone: (850) 617-3203
E-mail address: Kevinbailey@flhsmv.gov

Deferred-payment commodity contracts are approved by the Department of Financial Services (department). The rules governing these contracts are in Chapter 69I-3, *Florida Administrative Code* and may be accessed via the following website <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=69I-3>. Information on the program and other associated information on the Consolidated Equipment Financing Program and Guaranteed Energy Savings Contracts may be accessed via the following website [http://www.fldfs.com/aadir/statewide\\_financial\\_reporting/financing.htm](http://www.fldfs.com/aadir/statewide_financial_reporting/financing.htm).

For each proposed deferred-payment commodity contract that exceeds the threshold for Category IV as defined in Section 287.017, *Florida Statutes*, complete the following information and submit Department of Financial Services forms Lease Checklist DFS-A1-411 and CEFP Checklist DFS-A1-410 with this schedule.

<b>1. Commodities proposed for purchase.</b>
Statewide refresh of Tax Collector Network will begin in fiscal year 2012-2013 as requested in the FY12-13 Legislative Budget Request.
<b>2. Describe and justify the need for the deferred-payment commodity contract including guaranteed energy performance savings contracts.</b>
The purchase of the tax collector network equipment is expected to be from a state purchasing contract. The state purchasing contract prices are based on payment after delivery.
<b>3. Summary of one-time payment versus financing analysis including a summary amortization schedule for the financing by fiscal year (amortization schedule and analysis detail may be attached separately).</b>
Historically, financing equipment is the most economical means of purchasing items when the department does not have funds to cover the purchase in one lump sum.
<b>4. Identify base budget proposed for payment of contract and/or issue code and title of budget request if increased authority is required for payment of the contract.</b>
\$2,843,859 is the recurring base budget for installment purchase of Tax Collector Network desktops, peripherals and other equipment.

**SCHEDULE XIII  
PROPOSED CONSOLIDATED FINANCING OF DEFERRED-PAYMENT  
COMMODITY CONTRACTS**

<b>Contact Information</b>
Agency: Department of Highway Safety and Motor Vehicles
Name: Kevin Bailey, Chief of Purchasing and Contracts
Phone: (850) 617-3203
E-mail address: Kevinbailey@flhsmv.gov

Deferred-payment commodity contracts are approved by the Department of Financial Services (department). The rules governing these contracts are in Chapter 69I-3, *Florida Administrative Code* and may be accessed via the following website <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=69I-3>. Information on the program and other associated information on the Consolidated Equipment Financing Program and Guaranteed Energy Savings Contracts may be accessed via the following website [http://www.fldfs.com/aadir/statewide\\_financial\\_reporting/financing.htm](http://www.fldfs.com/aadir/statewide_financial_reporting/financing.htm).

For each proposed deferred-payment commodity contract that exceeds the threshold for Category IV as defined in Section 287.017, *Florida Statutes*, complete the following information and submit Department of Financial Services forms Lease Checklist DFS-A1-411 and CEFP Checklist DFS-A1-410 with this schedule.

<b>1. Commodities proposed for purchase.</b>
Replacement of the phone systems located in the Neil Kirkman Building, Tallahassee, FL, is scheduled to begin in fiscal year 2012-2013.
<b>2. Describe and justify the need for the deferred-payment commodity contract including guaranteed energy performance savings contracts.</b>
The purchase of the phone systems are expected to be from a state purchasing contract. The state purchasing contract prices are based on payment after delivery.
<b>3. Summary of one-time payment versus financing analysis including a summary amortization schedule for the financing by fiscal year (amortization schedule and analysis detail may be attached separately).</b>
Historically, financing equipment is the most economical means of purchasing items when the department does not have funds to cover the purchase in one lump sum.
<b>4. Identify base budget proposed for payment of contract and/or issue code and title of budget request if increased authority is required for payment of the contract.</b>
The purchase of the existing telephone systems, which is now technology outdated, was financed from the deferred payment commodity contracts category. The Department proposes to utilize the existing base appropriation for refresh of the system.

## Schedule XIV Variance from Long Range Financial Outlook

**Agency:** Highway Safety and Motor Vehicles      **Contact:** Diana Vaughn, Chief Financial Officer

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Article III, Section 19(a)3, Florida Constitution, requires each agency Legislative Budget Request to be based upon and reflect the long range financial outlook adopted by the Joint Legislative Budget Commission or to explain any variance from the outlook.

- 1) Does the long range financial outlook adopted by the Joint Legislative Budget Commission in September 2010 contain revenue or expenditure estimates related to your agency?

Yes       No

- 2) If yes, please list the estimates for revenues and budget drivers that reflect an estimate for your agency for Fiscal Year 2012-2013 and list the amount projected in the long range financial outlook and the amounts projected in your Schedule I or budget request.

	Issue (Revenue or Budget Driver)	R/B*	FY 2012-2013 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a	Vehicle Acquisition - Florida Highway Patrol	B	\$ 2.9 million	\$ 13.9 million
b	Gas Tax Collection Trust Fund	B	\$ 33.0 million	\$ 23.7 million
c	Highway Safety Fees	R	\$ 356.8 million	\$ 356.8 million
d				
e				
f				

- 3) If your agency's Legislative Budget Request does not conform to the long range financial outlook with respect to the revenue estimates (from your Schedule I) or budget drivers, please explain the variance(s) below.

The Department of Highway Safety and Motor Vehicles (DHSMV) plans a continuation budget for fiscal year 2012-13 with the exception of the following: (a) Authority is requested to replace 600 pursuit vehicles for the Florida Highway Patrol with projected mileage of 100,000 or more. (b) Adjustments to the Gas Tax Collection Trust Fund have been made in light of decreased interstate trucking activity throughout the nation and Canada and also lesser pass-through revenues will be seen as Florida has joined the national clearinghouse for interstate jurisdiction payment reconciliation.

\* R/B = Revenue or Budget Driver

**SCHEDULE XV:  
CONTRACT INFORMATION FOR EACH CONTRACT IN WHICH THE  
CONSIDERATION TO BE PAID TO THE AGENCY IS A PERCENTAGE OF  
THE VENDOR REVENUE AND IN EXCESS OF \$10 MILLION**

<b>Contact Information</b>		
Agency: Department of Highway Safety and Motor Vehicles		
Name: Kevin Bailey, Chief of Purchasing and Contracts		
Phone:: (850) 617-3203		
E-mail address: Kevinbailey@flhsmv.gov		

<b>1. Vendor Name</b>		
The Department of Highway Safety and Motor Vehicles has no contracts that require reporting pursuant to Chapter 2011-45, Laws of Florida.		
<b>2. Brief description of services provided by the vendor.</b>		
<b>3. Contract terms and years remaining.</b>		
<b>4. Amount of revenue generated</b>		
Prior Fiscal Year	Current Fiscal Year	Next Fiscal Year (Request Year)
<b>5. Amount of revenue remitted</b>		
Prior Fiscal Year	Current Fiscal Year	Next Fiscal Year (Request Year)
<b>6. Value of capital improvement</b>		
<b>7. Remaining amount of capital improvement</b>		
<b>8. Amount of state appropriations</b>		
Prior Fiscal Year	Current Fiscal Year	Next Fiscal Year (Request Year)



**DEPARTMENT OF HIGHWAY  
SAFETY AND MOTOR VEHICLES**

**Florida Highway Patrol Program Exhibits and Schedules**

# **Florida Highway Patrol Program**

## **Schedule I Series**



**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Highway Safety and Motor Vehicles **Budget Period: 2012-13**  
**Program:** Florida Highway Patrol  
**Fund:** Highway Safety Operating TF (2009)  
**Specific Authority:** Chapters 338 and 339, F.S.  
**Purpose of Fees Collected:** To generate revenue for law enforcement services on the Florida Turnpike.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of</b>
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL FY 2010-11</b>	<b>ESTIMATED FY 2011-2012</b>	<b>REQUEST FY 2012-2013</b>
<u>Receipts:</u>			
<u>Florida Dept. of Transportation</u>	18,479,806	18,155,735	20,189,733
<u>Receivable - FY 09-10</u>	(829,447)		
<u>Receivable - FY 10-11</u>	190,260		
<b>Total Fee Collection to Line (A) - Section III</b>	<b>17,840,619</b>	<b>18,155,735</b>	<b>20,189,733</b>

<b><u>SECTION II - FULL COSTS</u></b>			
<u>Direct Costs:</u>			
<u>Salaries and Benefits</u>	14,349,032	13,629,120	14,481,370
<u>Other Personal Services</u>	61,563	61,563	61,563
<u>Expenses/Contracted Services</u>	486,207	486,207	486,207
<u>Operating Capital Outlay</u>	-	3,000	3,000
<u>Acquisition of Motor Vehicles</u>	171,470	465,372	1,594,549
<u>Operation of Motor Vehicles</u>	1,656,764	1,619,321	1,619,321
<u>Salary Incentive</u>	104,632	104,632	104,632
<u>Laptops &amp; Communications</u>	447,513	447,513	447,513
<u>Risk Management</u>	484,833	544,797	544,797
<u>Human Resource Services</u>	78,605	78,605	78,676
<u>Indirect Costs 7.5%</u>	-	715,605	768,105
<b>Total Full Costs to Line (B) - Section III</b>	<b>17,840,619</b>	<b>18,155,735</b>	<b>20,189,733</b>

Basis Used: \_\_\_\_\_

<b><u>SECTION III - SUMMARY</u></b>				
TOTAL SECTION I	(A)	17,840,619	18,155,735	20,189,733
TOTAL SECTION II	(B)	17,840,619	18,155,735	20,189,733
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>-</b>	<b>-</b>	<b>-</b>

**EXPLANATION of LINE C:**  
 Fiscal year 2012-13 request increases for the following LBR issues: \$1,279,204 for acquisition of motor vehicles (in addition to base) and \$904,750 for Leadership Development Plan.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Highway Safety and Motor Vehicles **Budget Period: 2012-13**  
**Program:** Florida Highway Patrol  
**Fund:** Highway Safety Operating TF (2009)  
**Specific Authority:** Chapters 338 and 339, F.S.  
**Purpose of Fees Collected:** To generate revenue for law enforcement services on Alligator Alley.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010-11</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>
<u>Receipts:</u>			
<u>Florida Dept. of Transportation</u>	1,114,927	1,105,479	1,402,706
<u>Reverse FY09-10 Receivable</u>	(50,786)		
<u>Receivable FY10-11</u>	91,722		
<b>Total Fee Collection to Line (A) - Section III</b>	<b>1,155,863</b>	<b>1,105,479</b>	<b>1,402,706</b>

**SECTION II - FULL COSTS**

<u>Direct Costs:</u>			
<u>Salaries and Benefits</u>	872,688	819,988	887,157
<u>OPS/Expenses/Contracted Services</u>	16,592	16,592	16,592
<u>Communications</u>	3,240	3,240	3,240
<u>Laptops</u>	31,231	31,231	31,231
<u>Human Resource Services</u>	4,980	4,980	4,984
<u>Operation of Motor Vehicle</u>	94,866	123,209	123,209
<u>Acquisition of Motor Vehicles</u>	98,879	25,854	251,771
<u>Risk Management Insurance</u>	30,712	34,512	34,512
<u>Salary Incentive</u>	2,676	2,676	2,676
<u>Indirect Costs 7.5%</u>		43,197	47,334
<b>Total Full Costs to Line (B) - Section III</b>	<b>1,155,863</b>	<b>1,105,479</b>	<b>1,402,706</b>

Basis Used: \_\_\_\_\_

**SECTION III - SUMMARY**

TOTAL SECTION I	(A)	1,155,863	1,105,479	1,402,706
TOTAL SECTION II	(B)	1,155,863	1,105,479	1,402,706
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(0)</b>	<b>-</b>	<b>-</b>

**EXPLANATION of LINE C:**

FY2012-13 LBR includes \$251,771 issue for replacement of motor vehicles (in addition to base) and \$71,306 for Leadership Development Plan.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Highway Safety and Motor Vehicles **Budget Period: 2012-13**  
**Program:** Florida Highway Patrol  
**Fund:** Highway Safety Operating TF (2009)  
**Specific Authority:** Chapter 338 and 339, F.S.  
**Purpose of Fees Collected:** To generate revenue for law enforcement services on the hireback program.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010-11</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>
<u>Receipts:</u>			
<u>Florida Dept. of Transportation</u>	7,921,257	9,562,073	8,906,675
<u>Receivable FY10-11</u>	1,199,879		
<u>Reverse FY09-10 Receivable</u>	(973,021)		
<u>Mileage Reimbursement</u>	399,452	500,000	500,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>8,547,567</b>	<b>10,062,073</b>	<b>9,406,675</b>

<b><u>SECTION II - FULL COSTS</u></b>			
<u>Direct Costs:</u>			
Salaries and Benefits			
Other Personal Services	8,148,115	9,402,073	8,746,675
Expenses			
Acquisition of Motor Vehicles			
Operating Capital Outlay			
Contracted Services			
<u>Operation of Motor Vehicles</u>	399,452	500,000	500,000
<u>Other</u>			
Indirect Costs Charged to Trust Fund		160,000	160,000
<b>Total Full Costs to Line (B) - Section III</b>	<b>8,547,567</b>	<b>10,062,073</b>	<b>9,406,675</b>

Basis Used: \_\_\_\_\_

<b><u>SECTION III - SUMMARY</u></b>			
TOTAL SECTION I	(A)	8,547,567	9,406,675
	(B)	8,547,567	9,406,675
	(C)	-	-

**EXPLANATION of LINE C:**  
 \_\_\_\_\_  
 \_\_\_\_\_

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Highway Safety and Motor Vehicles **Budget Period: 2012-13**  
**Program:** Florida Highway Patrol  
**Fund:** Highway Safety Operating TF (2009)  
**Specific Authority:** Chapters 338 and 339, F.S.  
**Purpose of Fees Collected:** To generate revenue for law enforcement services on the Interstate  
4 Corridor.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010-11</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>
<u>Receipts:</u>			
<u>Florida Dept. of Transportation</u>	1,793,544	1,500,000	1,924,432
<u>Prior Year FY09-10 FDOT Receivable</u>	(281,417)		
<u>FY2010-11 Receivable</u>	299,706		
<b>Total Fee Collection to Line (A) - Section III</b>	<b>1,811,833</b>	<b>1,500,000</b>	<b>1,924,432</b>

<b><u>SECTION II - FULL COSTS</u></b>			
<u>Direct Costs:</u>			
<u>Salaries and Benefits</u>	1,368,439	1,184,798	1,387,308
<u>Other Personal Services</u>	-		
<u>Expenses</u>	20,308	14,946	20,358
<u>Contracted Services</u>	50	-	-
<u>Acquisition of Motor Vehicles</u>	73,371		111,538
<u>Operation of Motor Vehicles</u>	228,898	120,023	205,432
<u>Salary Incentive</u>	15,519	9,103	15,519
<u>Laptops and Communications</u>	51,707	64,585	51,708
<u>Risk Management</u>	46,070	41,682	51,769
<u>Human Resource Services</u>	7,469	6,764	7,476
<u>Indirect Costs Charged to Trust Fund</u>	-	58,099	73,324
<b>Total Full Costs to Line (B) - Section III</b>	<b>1,811,833</b>	<b>1,500,000</b>	<b>1,924,432</b>

Basis Used: \_\_\_\_\_

<b><u>SECTION III - SUMMARY</u></b>			
TOTAL SECTION I	(A)	1,811,833	1,924,432
TOTAL SECTION II	(B)	1,811,833	1,924,432
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(0)</b>	<b>-</b>

**EXPLANATION of LINE C:**  
 FY 2012-13 includes issues requesting \$27,974 for replacement of vehicles (addition to base) and \$106,959 for Leadership Development Plan.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Highway Safety and Motor Vehicles **Budget Period: 2012-13**  
**Program:** Florida Highway Patrol  
**Fund:** Highway Safety Operating TF (2009)  
**Specific Authority:** Chapters 338 and 339, F.S.  
**Purpose of Fees Collected:** To generate revenue for law enforcement services on the Orlando-Orange County Expressway.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
X	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010-11</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>
<u>Receipts:</u>			
<u>Orlando-Orange Expressway Authority</u>	630,109	670,358	782,004
<u>Reverse FY2009-10 Receivable</u>	(165,172)		
<u>Current FY2010-11 Receivable</u>	233,401		
<b>Total Fee Collection to Line (A) - Section III</b>	<b>698,337</b>	<b>670,358</b>	<b>782,004</b>

<b><u>SECTION II - FULL COSTS</u></b>			
<u>Direct Costs:</u>			
<u>Salaries and Benefits</u>	557,855	513,784	561,207
<u>Other Personal Services</u>	-	-	-
<u>Expenses</u>	17,584	16,019	17,584
<u>Acquisition of Motor Vehicles</u>	-	24,457	55,949
<u>Operating Capital Outlay</u>	-	-	-
<u>Communications</u>	1,852	2,327	1,603
<u>Operation of Motor Vehicles</u>	78,487	59,416	70,405
<u>Risk Management</u>	17,550	17,550	19,721
<u>Laptops</u>	17,846	27,323	17,292
<u>Human Resource Services</u>	2,845	2,848	2,848
<u>Salary Incentive</u>	4,318	6,634	4,318
<u>Indirect Costs Charged to Trust Fund</u>		-	31,077
<b>Total Full Costs to Line (B) - Section III</b>	<b>698,337</b>	<b>670,358</b>	<b>782,004</b>

Basis Used: \_\_\_\_\_  
 \_\_\_\_\_

<b><u>SECTION III - SUMMARY</u></b>				
TOTAL SECTION I	(A)	698,337	670,358	782,004
	(B)	698,337	670,358	782,004
	(C)	0	-	-

**EXPLANATION of LINE C:**  
FY2012-13 LBR includes \$40,746 for Leadership Development Plan.  
 \_\_\_\_\_



**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Highway Safety and Motor Vehicles **Budget Period:** 2012-13  
**Program:** Florida Highway Patrol  
**Fund:** Highway Safety Operating TF (2009)  
**Specific Authority:** Chapter 112, F.S.  
**Purpose of Fees Collected:** To facilitate radio communications in regional communication centers shared by mutual consent of law enforcement agencies. (DBPR)

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees</b> Form - Part I and II.)
<b>X</b>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010-11</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>
<u>Receipts:</u>			
<u>DBPR</u>	140,000	140,000	140,000
_____			
_____			
<b>Total Fee Collection to Line (A) - Section III</b>	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>

**SECTION II - FULL COSTS**

<u>Direct Costs:</u>			
Salaries and Benefits	224,315	228,444	229,192
Other Personal Services			
Expenses	980	980	980
Operating Capital Outlay			
Risk Management	8,024	10,999	10,999
Human Resource Services	2,005	2,005	2,005
_____			
Indirect Costs Charged to Trust Fund		11,694	11,694
<b>Total Full Costs to Line (B) - Section III</b>	<b>235,324</b>	<b>254,122</b>	<b>254,870</b>

Basis Used: \_\_\_\_\_  
 \_\_\_\_\_

**SECTION III - SUMMARY**

TOTAL SECTION I	(A)	140,000	140,000	140,000
TOTAL SECTION II	(B)	235,324	254,122	254,870
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(95,324)</b>	<b>(114,122)</b>	<b>(114,870)</b>

**EXPLANATION of LINE C:**  
 \_\_\_\_\_  
 \_\_\_\_\_

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Highway Safety and Motor Vehicles **Budget Period: 2012-13**  
**Program:** Motor Carrier Compliance (76100600)  
**Fund:** Highway Safety Operating TF (2009)  
**Specific Authority:** Chapter 207, F.S.  
**Purpose of Fees Collected:** To generate revenue for the motor carrier compliance and enforcement activities.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<u>SECTION I - FEE COLLECTION</u>	<u>ACTUAL</u> FY 2010-11	<u>ESTIMATED</u> FY 2011-2012	<u>REQUEST</u> FY 2012-2013
<u>Receipts:</u>			
<u>FDOT - State Funds - Transfer</u>		13,857,512	20,497,352
<u>FDOT - State Matching Funds - Transfer</u>		-	1,942,251
<u>MCSAP - Federal Grants</u>		9,089,889	10,469,912
<b>Total Fee Collection to Line (A) - Section III</b>	<b>-</b>	<b>22,947,401</b>	<b>32,909,515</b>

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits		17,042,453	18,641,050
Other Personal Services		15,689	15,689
Expenses		2,427,261	2,615,176
Operating Capital Outlay		2,651,968	1,879,513
Contracted Services		1,978,017	1,978,017
Operation of Motor Vehicles		1,654,397	2,154,397
Acquisition of Motor Vehicles		1,338,567	1,508,511
Overtime		3,123,173	3,123,173
Salary Incentive Payments		218,240	218,240
Human Resource Development		860,362	775,749
Trs DMS HR Services		4,025	-
<b>Total Full Costs to Line (B) - Section III</b>	<b>-</b>	<b>31,314,152</b>	<b>32,909,515</b>

Basis Used: \_\_\_\_\_

<u>SECTION III - SUMMARY</u>				
TOTAL SECTION I	(A)	-	22,947,401	32,909,515
TOTAL SECTION II	(B)	-	31,314,152	32,909,515
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>-</b>	<b>(8,366,751)</b>	<b>-</b>

**EXPLANATION of LINE C:**  
The FY2012-13 request assumes the following: FSI Reallocation of Funds; a (\$532,759) reduction due to transfer of administrative positions to DAS; \$1,067,748 for Leadership Development Plan; \$661,252 Pay Adjustment and \$12,412,163 for the MCSAP grants program.



**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Highway Safety and Motor Vehicles      **Budget Period:** **2012-13**  
**Program:** Florida Highway Patrol  
**Fund:** Law Enforcement TF (2434)

**Specific Authority:** Chapters 212, 320, 370 and 932 F.S.  
**Purpose of Fees Collected:** Collection and Administration of state forfeiture revenue for law enforcement services.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010-2011</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>
<u>Receipts:</u>			
<u>Forfeiture Receipts</u>	917,780		
<u>Sale of Forfeited Property</u>	174,772		
<b>Total Fee Collection to Line (A) - Section III</b>	<b>1,092,552</b>	<b>-</b>	<b>-</b>

<b><u>SECTION II - FULL COSTS</u></b>			
<u>Direct Costs:</u>			
<u>Salaries and Benefits</u>	-	359,470	359,470
<u>Other Personal Services</u>	8,636	69,000	69,000
<u>Expenses</u>	11,318	65,475	65,475
<u>Operating Capital Outlay</u>	-	-	-
<u>Operation of Motor Vehicles</u>	856,801	856,801	856,801
<u>Contracted Services</u>	49,676	50,000	50,000
<u>Transfer to DAS</u>	124,957	147,669	147,669
<u>Transfer to ISA</u>	3,752	3,752	3,752
<b>Total Full Costs to Line (B) - Section III</b>	<b>1,055,140</b>	<b>1,552,167</b>	<b>1,552,167</b>

Basis Used: \_\_\_\_\_  
 \_\_\_\_\_

<b><u>SECTION III - SUMMARY</u></b>			
TOTAL SECTION I	(A)	1,092,552	-
TOTAL SECTION II	(B)	1,055,140	1,552,167
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>37,412</b>	<b>(1,552,167)</b>

**EXPLANATION of LINE C:**  
The projected deficit balances will be corrected from use of carry forward fund balance and an anticipated budget reversion in fiscal year 2012-2013.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Highway Safety and Motor Vehicles      **Budget Period:** **2012-13**  
**Program:** Florida Highway Patrol -Highway Safety (76100100)  
**Fund:** Federal Equitable Law Enforcement TF (2719)

**Specific Authority:** Chapters 212, 320, 370 and 932 F.S.  
**Purpose of Fees Collected:** To generate revenue for law enforcement services.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<u><b>SECTION I - FEE COLLECTION</b></u>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010-2011</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>
<u>Receipts:</u>			
Forfeiture Receipts	438,111	-	-
<b>Total Fee Collection to Line (A) - Section III</b>	<b>438,111</b>	<b>-</b>	<b>-</b>

<u><b>SECTION II - FULL COSTS</b></u>			
<u>Direct Costs:</u>			
Salaries and Benefits			
Other Personal Services			
Expenses	149,465	185,923	185,923
Operating Capital Outlay	252,571	252,572	252,572
FHP Communications	1,275,738		
Indirect Costs Charged to Trust Fund			
<b>Total Full Costs to Line (B) - Section III</b>	<b>1,677,774</b>	<b>438,495</b>	<b>438,495</b>

Basis Used: \_\_\_\_\_

<u><b>SECTION III - SUMMARY</b></u>			
TOTAL SECTION I	(A)	438,111	-
TOTAL SECTION II	(B)	1,677,774	438,495
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(1,239,663)</b>	<b>(438,495)</b>

**EXPLANATION of LINE C:**  
 The projected deficit balances will be corrected from use of invested funds and an anticipated budget reversion in fiscal years 2011-2012 and 2012-2013.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Highway Safety and Motor Vehicles      **Budget Period: 2012-13**  
**Program:** Florida Highway Patrol -Motor Carrier Compliance (76100600)  
**Fund:** Federal Equitable Law Enforcement TF (2719)

**Specific Authority:** Chapter 932 F.S.  
**Purpose of Fees Collected:** To generate revenue for law enforcement services for Motor Carrier Compliance.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010-2011</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>
<u>Receipts:</u>			
<u>Forfeiture Receipts-Transfer from FDOT</u>	[ ]	837,492	400,000
_____	[ ]	[ ]	[ ]
_____	[ ]	[ ]	[ ]
_____	[ ]	[ ]	[ ]
<b>Total Fee Collection to Line (A) - Section III</b>	-	837,492	400,000

<b><u>SECTION II - FULL COSTS</u></b>			
<u>Direct Costs:</u>			
Salaries and Benefits	[ ]	[ ]	[ ]
Other Personal Services	[ ]	[ ]	[ ]
Expenses	[ ]	522,012	[ ]
Operating Capital Outlay	[ ]	136,320	[ ]
<u>Acquisition of Motor Vehicles</u>	[ ]	173,760	[ ]
<u>Contracted Services</u>	[ ]	5,400	[ ]
Indirect Costs Charged to Trust Fund	[ ]	[ ]	[ ]
<b>Total Full Costs to Line (B) - Section III</b>	-	837,492	-

Basis Used: \_\_\_\_\_  
 \_\_\_\_\_

<b><u>SECTION III - SUMMARY</u></b>				
TOTAL SECTION I	(A)	-	837,492	400,000
TOTAL SECTION II	(B)	-	837,492	-
<b>TOTAL - Surplus/Deficit</b>	(C)	-	-	400,000

**EXPLANATION of LINE C:**  
 \_\_\_\_\_  
 \_\_\_\_\_

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012-2013</b>
<b>Trust Fund Title:</b>	<b>Highway Safety and Motor Vehicles</b>
<b>Budget Entity:</b>	<b>Highway Patrol Insurance Trust Fund</b>
<b>LAS/PBS Fund Number:</b>	<b>7600</b>
	<b>2364</b>

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	325,995.67	(A)		325,995.67
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	325,995.67	(F)		325,995.67
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Deferred Revenues and Advances		(J)		-
<b>Unreserved Fund Balance, 07/01/2011</b>	325,995.67	(K)		325,995.67 **

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012-2013</b>
<b>Trust Fund Title:</b>	<b>Highway Safety and Motor Vehicles</b>
<b>Budget Entity:</b>	<b>Law Enforcement Trust Fund</b>
<b>LAS/PBS Fund Number:</b>	<b>7600</b>
	<b>2434</b>

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,791,418.93	(A)		1,791,418.93
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments	396,813.01	(C)		396,813.01
ADD: Outstanding Accounts Receivable	297,410.18	(D)		297,410.18
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	2,485,642.12	(F)		2,485,642.12
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	(2,098.10)	(H)		(2,098.10)
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	(13,525.12)	(I)		(13,525.12)
LESS: Deferred Revenues and Advances		(J)		-
<b>Unreserved Fund Balance, 07/01/2011</b>	2,470,018.90	(K)		2,470,018.90 **

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

Office of Policy and Budget - July 2011

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012-2013</b>
<b>Trust Fund Title:</b>	<b>Highway Safety and Motor Vehicles</b>
<b>Budget Entity:</b>	<b>Federal Equitable Sharing Law Enforcement Trust Fund</b>
<b>LAS/PBS Fund Number:</b>	<b>7600</b>
	<b>2719</b>

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	575,680.75	(A)		575,680.75
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments	437,796.05	(C)		437,796.05
ADD: Outstanding Accounts Receivable	16,856.66	(D)	(5,449.63)	11,407.03
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>1,030,333.46</b>	(F)		<b>1,024,883.83</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	(577,125.83)	(H)		(577,125.83)
Approved "B" Certified Forwards	(39,876.00)	(H)		(39,876.00)
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Deferred Revenues and Advances		(J)		-
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>413,331.63</b>	(K)		<b>407,882.00</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012-2013**

<b>Department Title:</b>	<u>Highway Patrol Insurance Trust Fund</u>
<b>Trust Fund Title:</b>	<u>7600</u>
<b>LAS/PBS Fund Number:</b>	<u>2364</u>

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="(325,995.67)"/>	(A)
GLC 539XX for proprietary and fiduciary funds		

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/>	(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description	<input type="text"/>	(C)
-----------------------------------	----------------------	-----

SWFS Adjustment # and Description	<input type="text"/>	(C)
-----------------------------------	----------------------	-----

**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text"/>	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text"/>	(D)
--	----------------------	-----

A/P not C/F-Operating Categories	<input type="text"/>	(D)
----------------------------------	----------------------	-----

<input type="text"/>	(D)
----------------------	-----

<input type="text"/>	(D)
----------------------	-----

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="(325,995.67)"/>	(D)
--	---	-----

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<input type="text" value="325,995.67"/>	(E)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(F)
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<b>*SHOULD EQUAL ZERO.</b>	<input type="text" value="0.00"/>	(G)*
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**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

	<b>Budget Period: 2012-2013</b>
<b>Department Title:</b>	<u>Law Enforcement Trust Fund</u>
<b>Trust Fund Title:</b>	<u>7600</u>
<b>LAS/PBS Fund Number:</b>	<u>2434</u>

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="(2,456,505.98)"/>	(A)
--	---	-----

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/>	(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description	<input type="text"/>	(C)
-----------------------------------	----------------------	-----

SWFS Adjustment # and Description	<input type="text"/>	(C)
-----------------------------------	----------------------	-----

**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text"/>	(D)
---	----------------------	-----

Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text"/>	(D)
--	----------------------	-----

A/P not C/F-Operating Categories	<input type="text" value="(13,512.92)"/>	(D)
----------------------------------	--	-----

<input type="text"/>	(D)
----------------------	-----

<input type="text"/>	(D)
----------------------	-----

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="(2,470,018.90)"/>	(D)
--	---	-----

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<input type="text" value="2,470,018.90"/>	(E)
--	---	-----

<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(F)
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<b>*SHOULD EQUAL ZERO.</b>	<input type="text" value="0.00"/>	(G)*
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**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012-2013**

<b>Department Title:</b>	<u>Federal Equitable Sharing Law Enforcement Trust Fund</u>
<b>Trust Fund Title:</b>	<u>7600</u>
<b>LAS/PBS Fund Number:</b>	<u>2719</u>

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="(453,163.86)"/> (A)
--	---

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/> (B)
---	--------------------------

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment #1 - Reduce Accounts Receivable	<input type="text" value="5,449.63"/> (C)
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SWFS Adjustment # and Description	<input type="text"/> (C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text" value="39,876.00"/> (D)
---	--

Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text"/> (D)
--	--------------------------

A/P not C/F-Operating Categories	<input type="text" value="(43.77)"/> (D)
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<input type="text"/>	(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="(407,882.00)"/> (D)
--	---

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<input type="text" value="407,882.00"/> (E)
--	---

<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (F)
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<b>*SHOULD EQUAL ZERO.</b>	<input type="text" value="0.00"/> (G)*
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**DEPARTMENT OF HIGHWAY  
SAFETY AND MOTOR VEHICLES**

**Motorist Services Program Exhibits and Schedules**

# **Motorist Services Program**

## **Schedule I Series**

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 76 Highway Safety & Motor      **Budget Period:** **2012-2013**  
**Program:** 76210000 Motorist Services  
**Fund:** 2009 Highway Safety Operating Trust Fund

**Specific Authority:** Chapter 322.56, Florida Statutes  
**Purpose of Fees Collected:** Funding for the Third Party Driver License Testing Program

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b>SECTION I - FEE COLLECTION</b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010 - 2011</b>	<b>FY 2011 - 2012</b>	<b>FY 2012 - 2013</b>
Receipts:			
_____			
_____			
_____			
_____			
<b>Total Fee Collection to Line (A) - Section III</b>	-	-	-

<b>SECTION II - FULL COSTS</b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010 - 2011</b>	<b>FY 2011 - 2012</b>	<b>FY 2012 - 2013</b>
Direct Costs:			
Salaries and Benefits	653,495	591,256	591,256
Other Personal Services	-	-	-
Expenses	24,651	22,755	22,755
Operating Capital Outlay	-	-	-
Contracted Services	-	-	-
Risk Management	11,673	9,228	9,228
Background Checks	11,674	9,240	9,240
Indirect Costs Charged to Trust Fund	-	-	-
<b>Total Full Costs to Line (B) - Section III</b>	701,493	632,479	632,479

Basis Used: \_\_\_\_\_

<b>SECTION III - SUMMARY</b>			
TOTAL SECTION I	(A)	-	-
TOTAL SECTION II	(B)	701,493	632,479
<b>TOTAL - Surplus/Deficit</b>	(C)	(701,493)	(632,479)

**EXPLANATION of LINE C:**  
Pursuant to Section 322.56 F.S. the department may contract with third-party providers to administer the written and driving skills portions of an examination for all classes and types of driver's licenses, the results of which may be accepted in lieu of the results of a written and driving skills examination given by the department. The department is required to monitor the operations of third party administrators to ensure compliance with state or federal standards. This program is funded from general operations of the Department.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 76 Highway Safety & Motor Vehicles      **Budget Period: 2012-2013**  
**Program:** 76210000 Motorist Services  
**Fund:** 2009 Highway Safety Operating Trust Fund

**Specific Authority:** Chapter 488, Florida Statutes  
**Purpose of Fees Collected:** Funding for the Commercial Driving Schools Program

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010 - 2011</b>	<b>FY 2011 - 2012</b>	<b>FY 2012 - 2013</b>
<u>Receipts:</u>			
_____	<input type="text"/>	<input type="text"/>	<input type="text"/>
_____	<input type="text"/>	<input type="text"/>	<input type="text"/>
_____	<input type="text"/>	<input type="text"/>	<input type="text"/>
_____	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Total Fee Collection to Line (A) - Section III</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b><u>SECTION II - FULL COSTS</u></b>			
<u>Direct Costs:</u>			
Salaries and Benefits	75,529	72,476	72,476
Other Personal Services	-	-	-
Expenses	1,647	1,647	1,647
Operating Capital Outlay	-	-	-
Contracted Services	-	-	-
Risk Management	1,796	1,540	1,540
Indirect Costs Charged to Trust Fund	-	-	-
<b>Total Full Costs to Line (B) - Section III</b>	<b>78,972</b>	<b>75,663</b>	<b>75,663</b>

Basis Used: \_\_\_\_\_

<b><u>SECTION III - SUMMARY</u></b>			
TOTAL SECTION I	(A)	-	-
TOTAL SECTION II	(B)	78,972	75,663
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(78,972)</b>	<b>(75,663)</b>

**EXPLANATION of LINE C:**  
 The department is authorized per chapter 488 F.S. to license and oversee the operations of all commercial driving schools except truck driving schools. All receipts from applications for or from the issuance of licenses and certificates for the Commercial Driving School Program are deposited into the General Revenue Fund. This program is funded from general operations of the Department.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 76 Highway Safety & Motor Vehicles **Budget Period: 2012-2013**  
**Program:** 76210000 Motorist Services  
**Fund:** 2009 Highway Safety Operating Trust Fund

**Specific Authority:** Chapters 318.1451 and 322.095, Florida Statutes  
**Purpose of Fees Collected:** Funding for the Driver Improvement Schools Program

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010 - 2011</b>	<b>FY 2011 - 2012</b>	<b>FY 2012 - 2013</b>
<u>Receipts:</u>			
Driver Education Fees	1,782,139	1,879,211	1,902,513
<b>Total Fee Collection to Line (A) - Section III</b>	<b>1,782,139</b>	<b>1,879,211</b>	<b>1,902,513</b>

<b><u>SECTION II - FULL COSTS</u></b>			
<u>Direct Costs:</u>			
Salaries and Benefits	64,160	61,567	61,567
Other Personal Services	-	-	-
Expenses	823	823	823
Operating Capital Outlay	-	-	-
Contracted Services	-	-	-
Risk Management	898	770	770
Indirect Costs Charged to Trust Fund	-	-	-
<b>Total Full Costs to Line (B) - Section III</b>	<b>65,881</b>	<b>63,160</b>	<b>63,160</b>

Basis Used: \_\_\_\_\_

<b><u>SECTION III - SUMMARY</u></b>				
TOTAL SECTION I	(A)	1,782,139	1,879,211	1,902,513
TOTAL SECTION II	(B)	65,881	63,160	63,160
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>1,716,258</b>	<b>1,816,051</b>	<b>1,839,353</b>

**EXPLANATION of LINE C:**  
 The department is authorized under 318.1451 and 322.095 F.S. to approve course curriculum, test course effectiveness and collect assessment fees for the Driver Improvement courses.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 76 Highway Safety & Motor Vehicles      **Budget Period: 2012-2013**  
**Program:** 76210000 Motorist Services  
**Fund:** 2009 Highway Safety Operating Trust Fund

**Specific Authority:** Chapters 320.08, 322.025 and 322.0255 Florida Statutes

**Purpose of Fees Collected:** Motorcycle Safety Education Program  
(Florida Rider Training Program - FRTP)

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2010 - 2011</b>	<b>FY 2011 - 2012</b>	<b>FY 2012 - 2013</b>
<u>Receipts:</u>			
Motorcycle Registrations	1,638,990	1,407,497	1,424,950
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>Total Fee Collection to Line (A) - Section III</b>	<b>1,638,990</b>	<b>1,407,497</b>	<b>1,424,950</b>

<b><u>SECTION II - FULL COSTS</u></b>			
<u>Direct Costs:</u>			
Salaries and Benefits	409,224	392,679	392,679
Other Personal Services	-	-	-
Expenses	55,093	55,093	55,093
Operating Capital Outlay	1,481	1,481	1,481
Contracted Services	250,000	250,000	-
Risk Management	8,082	6,930	6,930
Indirect Costs Charged to Trust Fund	_____	_____	_____
<b>Total Full Costs to Line (B) - Section III</b>	<b>723,880</b>	<b>706,183</b>	<b>456,183</b>

Basis Used: \_\_\_\_\_  
 \_\_\_\_\_

<b><u>SECTION III - SUMMARY</u></b>			
TOTAL SECTION I	(A)	1,638,990	1,407,497
TOTAL SECTION II	(B)	723,880	456,183
<b>TOTAL - Surplus/Deficit</b>	<b>(C)</b>	<b>915,110</b>	<b>968,767</b>

**EXPLANATION of LINE C:**

A \$2.50 additional fee is collected upon registration of any motorcycle, motor driven cycle, or moped pursuant to Section 320.08 (1) (c), F.S.. This fee is deposited into the Highway Safety Operating Trust Fund to fund the Florida Motorcycle Safety Education Program or the general operations of the department.





**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 76 Highway Safety & Motor **Budget Period: 2012-2013**  
**Program:** 76210000 Motorist Services  
**Fund:** 2009 Highway Safety Operating Trust Fund

**Specific Authority:** Chapter 322.292 and 322.293, Florida Statutes  
**Purpose of Fees Collected:** To provide revenue for funding of the Ignition Interlock Program

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2010 - 2011	FY 2011 - 2012	FY 2012 - 2013
<u>Receipts:</u>			
Ignition Interlock Fees	133,500	132,005	133,642
_____			
_____			
_____			
<b>Total Fee Collection to Line (A) - Section III</b>	<b>133,500</b>	<b>132,005</b>	<b>133,642</b>

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	298,424	286,360	286,360
Other Personal Services	47,404	47,404	47,404
Expenses	20,510	20,510	20,510
Operating Capital Outlay	2,832	2,832	2,832
Contracted Services	5,546	5,546	5,546
Risk Management	5,388	4,620	4,620
Indirect Costs Charged to Trust Fund	-	-	-
<b>Total Full Costs to Line (B) - Section III</b>	<b>380,104</b>	<b>367,272</b>	<b>367,272</b>

Basis Used: \_\_\_\_\_  
 \_\_\_\_\_

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	133,500	132,005
TOTAL SECTION II	(B)	380,104	367,272
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(246,604)</b>	<b>(235,267)</b>

**EXPLANATION of LINE C:**  
 Per Chapter 322.715, F. S., the Department is authorized to collect a \$12 Ignition Interlock Device fee for each device installed. This fee is deposited into the Highway Safety Operating Trust Fund to fund this program.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 76 Highway Safety and Motor Vehicles  
**Program:** 76210100 Motorist Services  
**Fund:** 2009 Highway Safety Operating TF

**Budget Period: 2012-13**

**Specific Authority:** Section 320.27, Florida Statutes  
**Purpose of Fees Collected:** Fees collected are used for the operation and administration of the Dealer License program for the Bureau of Field Operations.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b>SECTION I - FEE COLLECTION</b>	<b>ACTUAL FY 2010-11</b>	<b>ESTIMATED FY 2011-12</b>	<b>REQUEST FY 2012-13</b>
Receipts:			
_____	<input type="text"/>	<input type="text"/>	<input type="text"/>
_____	<input type="text"/>	<input type="text"/>	<input type="text"/>
_____	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Total Fee Collection to Line (A) - Section III</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>SECTION II - FULL COSTS</b>	<b>ACTUAL FY 2010-11</b>	<b>ESTIMATED FY 2011-12</b>	<b>REQUEST FY 2012-13</b>
Direct Costs:			
Salaries and Benefits	2,676,990	2,517,709	2,517,709
Other Personal Services	11,105	46,916	46,916
Expenses	458,613	458,613	458,613
Operating Capital Outlay	11,793	18,766	18,766
Contracted Services	31,148	74,128	74,128
Risk Management Insurance	78,023	51,591	51,591
FDLE Background Checks	121,466	161,611	161,611
Indirect Costs Charged to Trust Fund	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Total Full Costs to Line (B) - Section III</b>	<b>3,389,138</b>	<b>3,329,334</b>	<b>3,329,334</b>

Basis Used: \_\_\_\_\_  
 \_\_\_\_\_

<b>SECTION III - SUMMARY</b>			
TOTAL SECTION I	(A)	-	-
TOTAL SECTION II	(B)	3,389,138	3,329,334
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(3,389,138)</b>	<b>(3,329,334)</b>

**EXPLANATION of LINE C:**  
\$1,470,950 in fees collected in 2010-11 for Dealer Licenses were deposited into the General Revenue Fund.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 76 Highway Safety and Motor Vehicles **Budget Period: 2012-13**  
**Program:** 76210100 Motorist Services  
**Fund:** 2009 Highway Safety Operating TF

**Specific Authority:** Sections 320.8255 & 320.8249, Florida Statutes  
**Purpose of Fees Collected:** Fees are utilized to cover the cost of inspections and administration of the Mobile Home Construction and Installation program.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<u><b>SECTION I - FEE COLLECTION</b></u>	<b>ACTUAL FY 2010-11</b>	<b>ESTIMATED FY 2011-12</b>	<b>REQUEST FY 2012-13</b>
<b>Receipts:</b>			
Mobile Home Inspection Monitoring Fees	-		
Mobile Home Installer's Application Fees	4,000	4,149	4,201
Mobile Home Installer's Fees	58,800	60,992	61,747
Mobile Home Installer's Exam Fees	3,800	3,942	3,991
Mobile Home Installer's Decals	50,920	52,818	53,473
Mobile Home Installer's Admin. Fine	8,250	-	-
<b>Total Fee Collection to Line (A) - Section III</b>	<b>125,770</b>	<b>121,901</b>	<b>123,412</b>

<u><b>SECTION II - FULL COSTS</b></u>			
<b>Direct Costs:</b>			
Salaries and Benefits	1,321,861	1,263,068	1,263,068
Other Personal Services	-	-	-
Expenses	117,381	145,444	145,444
Operating Capital Outlay	-	-	-
Contracted Services	710	2,403	2,403
Risk Management Insurance	28,999	19,251	19,251
Indirect Costs Charged to Trust Fund	-		
<b>Total Full Costs to Line (B) - Section III</b>	<b>1,468,951</b>	<b>1,430,166</b>	<b>1,430,166</b>

Basis Used: \_\_\_\_\_

<u><b>SECTION III - SUMMARY</b></u>				
TOTAL SECTION I	(A)	125,770	121,901	123,412
TOTAL SECTION II	(B)	1,468,951	1,430,166	1,430,166
<b>TOTAL - Surplus/Deficit</b>	<b>(C)</b>	<b>(1,343,181)</b>	<b>(1,308,265)</b>	<b>(1,306,754)</b>

**EXPLANATION of LINE C:**  
 \$90,807 in fees collected in 2010-11 for Mobile Home Seals were deposited into the General Revenue Fund and are not reflected in this schedule. The remaining deficit is being absorbed by the Highway Safety Operating Trust Fund to continue operation of this program.



**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 76 Highway Safety & Motor Vehicles **Budget Period: 2012-13**  
**Program:** 76210100 Vehicle and Vessel Title Registration Services  
**Fund:** 2319 Gas Tax Collection Trust Fund

**Specific Authority:** Chapter 206.875, Florida Statutes  
**Purpose of Fees Collected:** To deposit and distribute monies from fuel taxes paid quarterly

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL FY 2010-11</b>	<b>ESTIMATED FY 2011-12</b>	<b>REQUEST FY 2012-13</b>
<u>Receipts:</u>			
<u>IFTA Taxes</u>	23,381,060	23,813,610	24,387,518
<u>Transfers</u>	143,014	145,660	149,170
<b>Total Fee Collection to Line (A) - Section III</b>	<b>23,524,074</b>	<b>23,959,270</b>	<b>24,536,688</b>

<b><u>SECTION II - FULL COSTS</u></b>			
<u>Direct Costs:</u>			
<u>Salaries and Benefits</u>	2,738,891	2,836,657	2,836,657
<u>Other Personal Services</u>	9,400	11,438	11,438
<u>Expenses</u>	242,834	341,509	341,509
<u>Operating Capital Outlay</u>	1,768	5,001	5,001
<u>Contracted Services</u>	48	3,040	3,040
<u>Risk Management Insurance</u>	71,382	49,217	49,217
<u>Indirect Costs Charged to Trust Fund</u>	20,993,518	20,712,408	21,289,826
<b>Total Full Costs to Line (B) - Section III</b>	<b>24,057,841</b>	<b>23,959,270</b>	<b>24,536,688</b>

Basis Used: \_\_\_\_\_

<b><u>SECTION III - SUMMARY</u></b>			
TOTAL SECTION I	(A)	23,524,074	24,536,688
TOTAL SECTION II	(B)	24,057,841	24,536,688
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(533,767)</b>	<b>-</b>

**EXPLANATION of LINE C:**  
 \_\_\_\_\_  
 \_\_\_\_\_

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 76 Highway Safety and Motor Vehicles **Budget Period: 2012-13**  
**Program:** 76210100 Motorist Services  
**Fund:** 2463 Mobile Home and Recreational Vehicle TF

**Specific Authority:** Chapter 320.781, Florida Statutes  
**Purpose of Fees Collected:** Satisfaction of judgements against Mobile Home and R. V. Dealers

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b>SECTION I - FEE COLLECTION</b>	<b>ACTUAL FY 2010-11</b>	<b>ESTIMATED FY 2011-12</b>	<b>REQUEST FY 2012-13</b>
Receipts:			
Mobile Home Dealer Licenses	43,880	45,081	45,640
Mobile Home Titles	14,818	15,308	16,918
<b>Total Fee Collection to Line (A) - Section III</b>	<b>58,698</b>	<b>60,389</b>	<b>62,558</b>

<b>SECTION II - FULL COSTS</b>	<b>ACTUAL FY 2010-11</b>	<b>ESTIMATED FY 2011-12</b>	<b>REQUEST FY 2012-13</b>
Direct Costs:			
Salaries and Benefits			
Other Personal Services			
Expenses			
Operating Capital Outlay			
Claims	43,734	55,558	57,553
8% Surcharge	4,209	4,831	5,005
Indirect Costs Charged to Trust Fund			
<b>Total Full Costs to Line (B) - Section III</b>	<b>47,943</b>	<b>60,389</b>	<b>62,558</b>

Basis Used: \_\_\_\_\_

<b>SECTION III - SUMMARY</b>			
TOTAL SECTION I	(A)	58,698	62,558
TOTAL SECTION II	(B)	47,943	62,558
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>10,755</b>	<b>-</b>

**EXPLANATION of LINE C:**  
 This fund is used to administer claims against mobile home and recreational vehicle dealers.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012-2013</b>
<b>Trust Fund Title:</b>	<b>Highway Safety and Motor Vehicles</b>
<b>Budget Entity:</b>	<b>Highway Safety Operating Trust Fund</b>
<b>LAS/PBS Fund Number:</b>	<b>7600</b>
	<b>2009</b>

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,178,835.84	(A)		4,178,835.84
ADD: Other Cash (See Instructions)	9,631.41	(B)	234.16	9,865.57
ADD: Investments	47,174,362.04	(C)		47,174,362.04
ADD: Outstanding Accounts Receivable	3,073,027.01	(D)	952,805.55	4,025,832.56
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	54,435,856.30	(F)		55,388,896.01
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	(11,473,811.25)	(H)	54.10	(11,473,757.15)
Approved "B" Certified Forwards	(7,177,296.80)	(H)		(7,177,296.80)
Approved "FCO" Certified Forwards	(212,238.08)	(H)		(212,238.08)
LESS: Other Accounts Payable (Nonoperating)	(7,367,731.37)	(I)		(7,367,731.37)
LESS: Deferred Revenues and Advances	(260,000.00)	(J)		(260,000.00)
<b>Unreserved Fund Balance, 07/01/2011</b>	27,944,778.80	(K)		28,897,872.61 **

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012-2013</b>
<b>Trust Fund Title:</b>	<b>Highway Safety and Motor Vehicles</b>
<b>Budget Entity:</b>	<b>Federal Grants Trust Fund</b>
<b>LAS/PBS Fund Number:</b>	<b>7600</b>
	<b>2261</b>

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,091,358.06	(A)		2,091,358.06
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	1,960.00	(D)	115,508.11	117,468.11
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	2,093,318.06	(F)		2,208,826.17
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	(27,139.91)	(H)		(27,139.91)
Approved "B" Certified Forwards	(493,698.00)	(H)		(493,698.00)
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	-	(I)		-
LESS: Deferred Revenues and Advances	(625,000.00)	(J)		(625,000.00)
<b>Unreserved Fund Balance, 07/01/2011</b>	947,480.15	(K)		1,062,988.26 **

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012-2013</b>
<b>Trust Fund Title:</b>	<b>Highway Safety and Motor Vehicles</b>
<b>Budget Entity:</b>	<b>Fuel Tax Collection Trust Fund</b>
<b>LAS/PBS Fund Number:</b>	<b>7600</b>
	<b>2319</b>

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	5,439,235.02	(A)		5,439,235.02
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	293,046.77	(D)	13,305.00	306,351.77
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	5,732,281.79	(F)		5,745,586.79
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	(8,758.76)	(H)		(8,758.76)
Approved "B" Certified Forwards	(3,518.23)	(H)		(3,518.23)
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	(5,673,523.03)	(I)	(9,786.77)	(5,683,309.80)
LESS: Deferred Revenues and Advances		(J)		-
<b>Unreserved Fund Balance, 07/01/2011</b>	46,481.77	(K)		50,000.00 **

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012-2013</b>
<b>Trust Fund Title:</b>	<b>Highway Safety and Motor Vehicles</b>
<b>Budget Entity:</b>	<b>Mobile Home and Recreational Vehicle Protection TF</b>
<b>LAS/PBS Fund Number:</b>	<b>7600</b>
	<b>2463</b>

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>195,968.96</b>	(A)		<b>195,968.96</b>
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	<b>425.00</b>	(D)		<b>425.00</b>
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>196,393.96</b>	(F)		<b>196,393.96</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)	<b>-451.84</b>	<b>(451.84)</b>
LESS: Deferred Revenues and Advances		(J)		-
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>196,393.96</b>	(K)		<b>195,942.12</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

	<b>Budget Period: 2012-2013</b>
<b>Department Title:</b>	<b>Highway Safety and Motor Vehicles</b>
<b>Trust Fund Title:</b>	<b>Highway Safety Operating Trust Fund</b>
<b>LAS/PBS Fund Number:</b>	<b>2009</b>

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	<b>(34,950,086.85)</b> (A)
GLC 539XX for proprietary and fiduciary funds	

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	_____ (B)
---	-----------

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment #1 - Reduce Due to GR - CF	<b>(54.10)</b> (C)
--	--------------------

SWFS Adjustment- Correct Cash In Bank	<b>(234.16)</b> (C)
---------------------------------------	---------------------

SWFS Adjustment - Due to OSA	<b>(952,805.55)</b> (C)
------------------------------	-------------------------

_____ (C)
_____ (C)

_____ (C)
-----------

**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<b>7,177,296.80</b> (D)
---	-------------------------

Approved "C" Carry Forward Total (FCO) per LAS/PBS	<b>212,238.08</b> (D)
--	-----------------------

A/P not C/F-Operating Categories	<b>(891,200.61)</b> (D)
----------------------------------	-------------------------

Advances to Other Funds	<b>450,000.00</b> (D)
-------------------------	-----------------------

Prepays	<b>56,973.78</b> (D)
---------	----------------------

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>(28,897,872.61)</b> (D)
--	----------------------------

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>28,897,872.61</b> (E)
--	--------------------------

<b>DIFFERENCE:</b>	<b>0.00</b> (F)
--------------------	-----------------

<b>*SHOULD EQUAL ZERO.</b>	<b>0.00</b> (G)*
----------------------------	------------------

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

	<b>Budget Period: 2012-2013</b>
<b>Department Title:</b>	<u>Federal Grants Trust Fund</u>
<b>Trust Fund Title:</b>	<u>7600</u>
<b>LAS/PBS Fund Number:</b>	<u>2261</u>

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="(493,698.00)"/>	(A)
--	---	-----

**Subtract Nonspendable Fund Balance (GLC 56XXX)**

<input type="text" value="(947,480.15)"/>	(B)
---	-----

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment #1 - Record Due From OSA	<input type="text" value="(18,030.70)"/>	(C)
--	--	-----

SWFS Adjustment # and Description	<input type="text" value="(97,477.41)"/>	(C)
-----------------------------------	--	-----

**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text" value="493,698.00"/>	(D)
---	---	-----

Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text" value=""/>	(D)
--	-------------------------------	-----

A/P not C/F-Operating Categories	<input type="text" value=""/>	(D)
----------------------------------	-------------------------------	-----

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="(1,062,988.26)"/>	(D)
--	---	-----

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<input type="text" value="1,062,988.26"/>	(E)
--	---	-----

<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(F)
--------------------	-----------------------------------	-----

<b>*SHOULD EQUAL ZERO.</b>	<input type="text" value="0.00"/>	(G)*
----------------------------	-----------------------------------	------

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

	<b>Budget Period: 2012-2013</b>
<b>Department Title:</b>	<u>Fuel Tax Collection Trust Fund</u>
<b>Trust Fund Title:</b>	<u>7600</u>
<b>LAS/PBS Fund Number:</b>	<u>2319</u>

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>(50,000.00)</b> (A)
--	------------------------

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	_____ (B)
---	-----------

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment #1 - Record Due From OSA	<b>(13,305.00)</b> (C)
--	------------------------

SWFS Adjustment #2 - Accounts Payable	<b>9,786.77</b> (C)
---------------------------------------	---------------------

**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<b>3,518.23</b> (D)
---	---------------------

Approved "C" Carry Forward Total (FCO) per LAS/PBS	_____ (D)
--	-----------

A/P not C/F-Operating Categories	_____ (D)
----------------------------------	-----------

_____ (D)
-----------

_____ (D)
-----------

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>(50,000.00)</b> (D)
--	------------------------

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>50,000.00</b> (E)
--	----------------------

<b>DIFFERENCE:</b>	<b>0.00</b> (F)
--------------------	-----------------

<b>*SHOULD EQUAL ZERO.</b>	<b>0.00</b> (G)*
----------------------------	------------------

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012-2013**

**Department Title:** Mobile Home and Recreational Vehicle Protection TF  
**Trust Fund Title:** 7600  
**LAS/PBS Fund Number:** 2463

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**

Total all GLC's 5XXXX for governmental funds; [ (196,393.96) ] (A)  
 GLC 539XX for proprietary and fiduciary funds

**Subtract Nonspendable Fund Balance (GLC 56XXX)** [ ] (B)

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment #1 - Record Due To GR [ 451.84 ] (C)

SWFS Adjustment # and Description [ ] (C)

**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS [ ] (D)

Approved "C" Carry Forward Total (FCO) per LAS/PBS [ ] (D)

A/P not C/F-Operating Categories [ ] (D)

[ ] (D)

[ ] (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** [ (195,942.12) ] (D)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)** [ 195,942.12 ] (E)

**DIFFERENCE:** [ 0.00 ] (F)

**\*SHOULD EQUAL ZERO.** [ 0.00 ] (G)\*

**DEPARTMENT OF HIGHWAY SAFETY  
AND MOTOR VEHICLES**

**SCHEDULE IV-B  
FOR  
REPLACE OUTDATED MAINFRAME  
MOTORIST SERVICES SYSTEMS  
FOR  
FISCAL YEAR 2012-13**



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**State of Florida**

*The Florida Legislature*

*Governor's Office of Policy and Budget*  
**9/12/2011**

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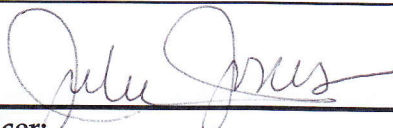
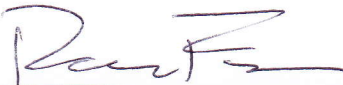
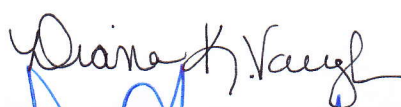
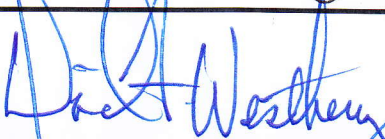
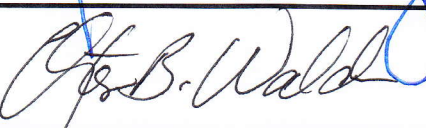


1.1.1 Schedule IV-B Cover Sheet and Agency Project Approval

<b>Agency:</b> Department of Highway Safety and Motor Vehicles	<b>Schedule IV-B Submission Date:</b> September 15, 2011
<b>Project Name:</b> Sunset Mainframe Program	<b>Is this project included in the Agency's LRPP?</b> Yes
<b>FY 2012-13 LBR Issue Code:</b> 36238C0	<b>FY 2012-13 LBR Issue Title:</b> Replace Outdated Mainframe Motorist Services Systems
<b>Agency Contact for Schedule IV-B (Name, Phone #, and E-mail address):</b> Stacey Pollock, 850-617-2122, <a href="mailto:staceypollock@flhsmv.gov">staceypollock@flhsmv.gov</a>	

**AGENCY APPROVAL SIGNATURES**

I am submitting the attached Schedule IV-B in support of our legislative budget request. I have reviewed the estimated costs and benefits documented in the Schedule IV-B and believe the proposed solution can be delivered within the estimated time for the estimated costs to achieve the described benefits. I agree with the information in the attached Schedule IV-B.

<b>Agency Head:</b> Printed Name: Julie L. Jones		<b>Date:</b> 9/14/2011
<b>Agency Chief Information Officer:</b> Printed Name: Robert Fields		<b>Date:</b> 9/14/2011
<b>Budget Officer:</b> Printed Name: Diana Vaughn		<b>Date:</b> 9/14/11
<b>Planning Officer:</b> Printed Name: Dave Westberry		<b>Date:</b> 09/14/11
<b>Project Sponsor:</b> Printed Name: Boyd Walden		<b>Date:</b> 9/14/2011

**Schedule IV-B Preparers (Name, Phone #, and E-mail address):**

Business Need:	NA
Cost Benefit Analysis:	NA
Risk Analysis:	Stacey Pollock, 617-2122, <a href="mailto:staceypollock@flhsmv.gov">staceypollock@flhsmv.gov</a>
Technology Planning:	Stacey Pollock, 617-2122, <a href="mailto:staceypollock@flhsmv.gov">staceypollock@flhsmv.gov</a>
Project Planning:	Terrence Samuel, 617-2022, <a href="mailto:terrencesamuel@flhsmv.gov">terrencesamuel@flhsmv.gov</a>

## B. Executive Summary

### 1. Introduction

The Department of Highway Safety and Motor Vehicles (DHSMV) issues driver licenses and motor vehicle titles and registrations to the residents of Florida. It is the third largest general revenue source for the State of Florida. The Department collects more than \$2 billion a year, processing over 5 million driver licenses and 24.5 million registrations and titles. The majority of collected revenues go to fund General Revenue programs, the Department of Transportation, DHSMV, the Department of Education, the Law Enforcement Radio Trust Fund, and others.

A state issued driver license has become the primary form of identification used to engage in commerce and establish identity, age, and residency. As Florida's credentialing agency, the Department's services are critically important to business and public safety.

The Department relies heavily on technology to manage the volume of transactions and data it must maintain. The current DHSMV mainframe technology environment is complex, aging and difficult to support. Current systems are no longer aligned with business needs and are not agile enough to allow the Department to quickly respond to the environmental changes it is facing, including:

- Changing population: The State's population has increased 20% in the last decade.
- Changing business model: Tax Collectors are taking over most motor vehicle and approximately 60% of driver license direct issuance activities and the Department should shift its focus to record maintenance, identity verification data exchange, enforcement of sanctions, and monitoring, auditing, and oversight of issuance functions.
- Changing customer expectations: The public has become accustomed to e-government and wants products and services available immediately and online.
- Changing national expectations: The Federal Government is more involved in credentialing. Data sharing and information exchange between states is now a major focus of anti-terrorism and anti-fraud activities and it is important for states to participate to protect residents and visitors.

Deficiencies in current systems cause strain on information technology resources and business users. Limitations, such as not interfacing with external data sources real-time, are difficult to correct because of overall workload and the complexity of the systems, so the business must develop business processes around system limitations. This has resulted in time spent on activities that the system should handle, like manually error checking for known issues in posting insurance data to driver records. These routine activities take business resources away from functions that can help Florida businesses and enhance public safety.

The criticality of proper oversight, auditing and reporting will only increase as the business model transition completes and Tax Collectors individually are responsible for executing credentialing activities. The Department's current systems are ill-suited to meet these needs.

In order to position ourselves with the ability to re-architect and modernize our current Motorist related systems, we first need to re-architect and rewrite all of the applications that are currently running on the mainframe platform. This eliminates several aging technologies that have become extremely difficult to maintain, and provides the beginning framework for moving towards a modernized Motorist System.

## 2. Risk of System Failure

The current mainframe applications and systems create business and technology risks. These include lost or delayed revenue, loss of productivity, inability to issue credentials, risk that credentials are issued incorrectly, risk that the Department is non-compliant with State or Federal mandates, and ongoing technical support risk supporting outdated COBOL programs. Many of the mainframe programs are nearly 20-30 years old and have been updated, changed and modified to the extent that they are now difficult and expensive to maintain. Many of the programs are no longer able to support the current business processes resulting in workarounds and ancillary programs that add unnecessary complexity and risk to the system. Additionally, many programs were written without standard error handling or program documentation, which has resulted in increased staff time to address coding errors and subsequent data issues.

Other risks include:

- **Difficulty locating and retaining staff with necessary skill sets:** The number of different systems and the age of some of those systems make it difficult to recruit and retain staff with the necessary skill sets. Sometimes training is not feasible because of budget limitations or the lack of available courses in older technology.
- **Increased support, maintenance and contractor costs:** The number of technical problems increases as software environments age. Hardware (Mainframe) maintenance costs increase. Skill sets to support the older environments become scarcer with fewer contracting firms offering support services at increased cost.
- **Difficulty fixing bugs or implementing changes:** The complexity and inflexibility of the DHSMV mainframe systems causes relatively straightforward changes to take significant effort.
- **Difficulty integrating software:** Integrating software programs can eliminate duplicative data entry/storage, improve process flow and provide a single interface for the user. However, integration requires either extensive custom programming or newer technology that has “universal connectors” (like web services, SOA, etc.) built in the technology. Some software integrations are simply not possible with decades-old technologies.
- **Increased mainframe costs:** The Department’s mainframe is consolidated at a primary data center and the cost of services is subject to increase as fewer agencies need mainframe services. Current cost is about \$1.3 million annually.

## 3. Recommendation

The Department has already placed a great deal of effort and resources into re-architecting and rewriting many of the mainframe programs, and is already seeing increased business and technical efficiencies. The Department has evaluated 2 options for the remaining mainframe functionality. Using current resources and grants, where available, we estimate it will take up to five years to sunset the mainframe. However, if funds are provided in FY12/13 and FY13/14 to hire consulting resources to augment internal staff, the project can be completed in 24 months. The State will experience cost savings of over \$1 million annually after the project is completed. With a \$1.95 million dollar investment in 2012-2014, the Department can eliminate over \$3 million in costs in outlying years.

The Department of Highway Safety and Motor Vehicles recommends that the Replace Outdated Mainframe Motorist Services Systems request be approved and funds appropriated to re-architect and rewrite the remaining mainframe programs in FY 2012-13 and FY 2013-14.

Expediting the efforts to sunset the mainframe will allow the Department to take advantage of increased efficiencies and decreased costs. The Department will then be in a better position to focus on the modernization of the rest of our aging Motorist systems.

#### 4. Timeline

Figure 1-1 illustrates the accelerated Sunset Mainframe Program timeline that incorporates contract resources for fiscal year 2012-2013 and 2013-2014.

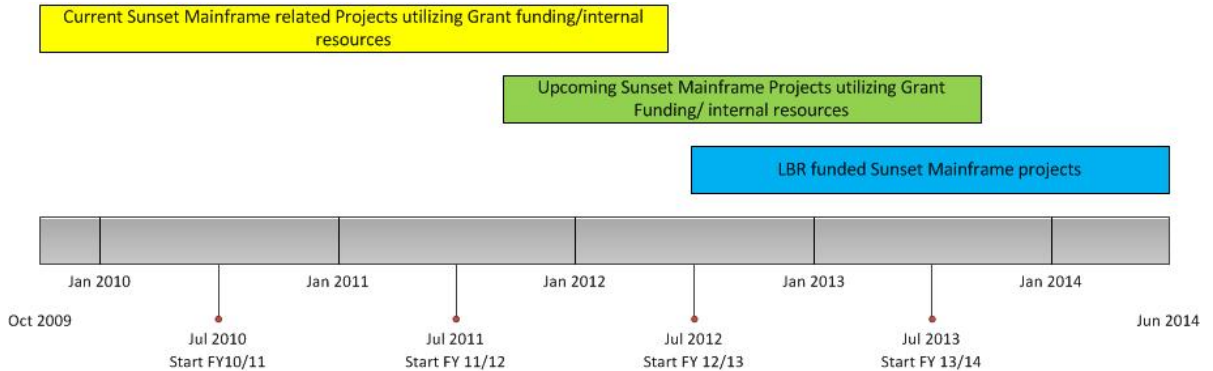


Figure 1-1 Proposed High Level Timeline

#### 5. Program Costs

The estimated total cost of implementing the Sunset Mainframe Program is \$1,960,000.

FY12/13	FY 13/14
\$1,550,000	\$410,000

Table 1-1 Estimated Program Cost

#### 6. Conclusion

The functions of the Department of Highway Safety and Motor Vehicles are critical to the safety and business environment of the State of Florida. The Department is relying on aging, complex technology to meet these obligations. Replacing at-risk systems with modern, standards-based technologies will allow the Department to improve customer service, meet the needs of the Tax Collectors performing issuance activities, increase data availability and quality and better support public safety needs around the State.

The Department of Highway Safety and Motor Vehicles recommends that the Replace Outdated Mainframe Motorist Services Systems request be approved and funds appropriated to re-architect and rewrite the remaining mainframe programs in FY 2012-13 and FY 2013-14.

## II. Major Project Risk Assessment Component

---

The Major Project Risk Assessment Component identifies the risks faced by the program so the Department can enact appropriate strategies for managing those risks.

### A. Risk Assessment Tool

*Purpose: To provide an initial high-level assessment of overall risk incurred by the project to enable appropriate risk mitigation and oversight to improve the likelihood of project success.*

Figure 2-1 Risk Assessment Summary is a graphical representation of the results computed by the risk assessment tool. It shows that the Replace Outdated Mainframe Motorist Services Systems request achieves solid business strategy alignment. However, as would be expected with so many disparate and complex programs currently running on the mainframe, the program still carries high risk. It is expected that overall project risk will diminish by the second fiscal year, as the projects addressing the larger systems will have been completed or close to completion.

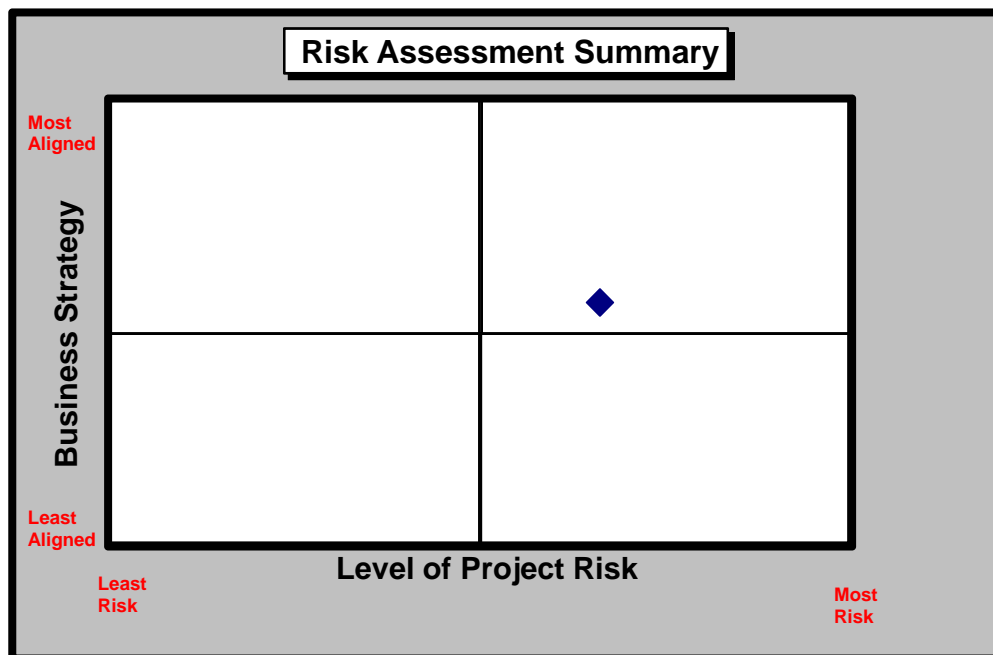


Figure 2-1 Risk Assessment Summary

## B. Risk Assessment Summary

*Purpose: To identify the overall level of risk associated with the project and provide an assessment of the project's alignment with business objectives.*

Figure 2-2 Risk Area Breakdown illustrates the risk assessment areas that were evaluated and the breakdown of the risk exposure assessed in each area.

<b>Project Risk Area Breakdown</b>	
<b>Risk Assessment Areas</b>	<b>Risk Exposure</b>
Strategic Assessment	<b>MEDIUM</b>
Technology Exposure Assessment	<b>MEDIUM</b>
Organizational Change Management Assessment	<b>MEDIUM</b>
Communication Assessment	<b>MEDIUM</b>
Fiscal Assessment	<b>MEDIUM</b>
Project Organization Assessment	<b>HIGH</b>
Project Management Assessment	<b>MEDIUM</b>
Project Complexity Assessment	<b>HIGH</b>
<b>Overall Project Risk</b>	<b>HIGH</b>

Figure 2-2 Risk Area Breakdown

# III. Technology Planning Component

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## A. Current Information Technology Environment

The current Department of Highway Safety and Motor Vehicles (The Department, DHSMV) technology environment has evolved over the past 41 years. Older technologies have been modified and newer technologies have been added incrementally to reflect changes in the Department's organization, statutory mandates and customer expectations. As a result, the current technical environment is multi-layered; uses numerous applications, databases and programming languages; and requires many people with a wide breadth of skill sets to maintain. Figure 3-1 Current Technology Environment illustrates the current technology environment.

### 1. Current Systems Overview

In 1969, when the Department was created by the merging of the Department of Public Safety and Department of Motor Vehicles, issuance was a manual process. Mainframe systems utilizing batch technology were later added, one for the Driver License Division and one for the Motor Vehicle Division. In 1997, the current driver license system, Florida Driver License Information System (FDLIS), was implemented using Compuware Uniface's client-server architecture, introducing the need to install a server in each of the field offices. In 1999, the motor vehicle system, Florida Real Time Vehicle Information System (FRVIS), was implemented with the same architecture, but kept as a separate system, also requiring a field office server. Both systems continued to rely heavily on mainframe batch programs for processing, with online transactions originating in field offices during the day and batch processing of the information in the central databases at night. Typical batch functions include processing sanctions, stops, insurance information, payroll and personnel reconciliation, sexual predator/offender updates, renewal notifications, data exchange, and others

The evolution of the driver license and motor vehicle systems over time has led to a technical environment that is multi-layered, uses numerous different technologies and requires many people with diverse, and in many cases, outdated skill sets to maintain. Counting platform environments, database environments and programming languages, there are more than 30 different technical environments that must be supported by the technical staff. The Mainframe environment is the oldest of all of the technical environments, and the hardest to maintain due to the age and complexity of the programs. Most of the applications and systems no longer support current business processes, causing manual processes to work around the system deficiencies. Implementation timelines for modification requests remain lengthy and the ability to meet the customer's needs are impacted.

The current DHSMV technical environment consists of eight major systems supported by seven different database repositories, a dozen "point solutions" and 47 web applications on a variety of technical platforms. In addition, nearly 2,083 mainframe batch jobs, 1,897 mainframe batch programs and over 17,000 stored procedures interact with driver license and motor vehicle data. Mainframe online transaction services, print services and file transfer protocol (FTP) services move data from system to system; update or print driver license and motor vehicle data; or transfer data to/from external sources. More than 20 programming languages are used to maintain these systems on approximately a dozen different platform environments.

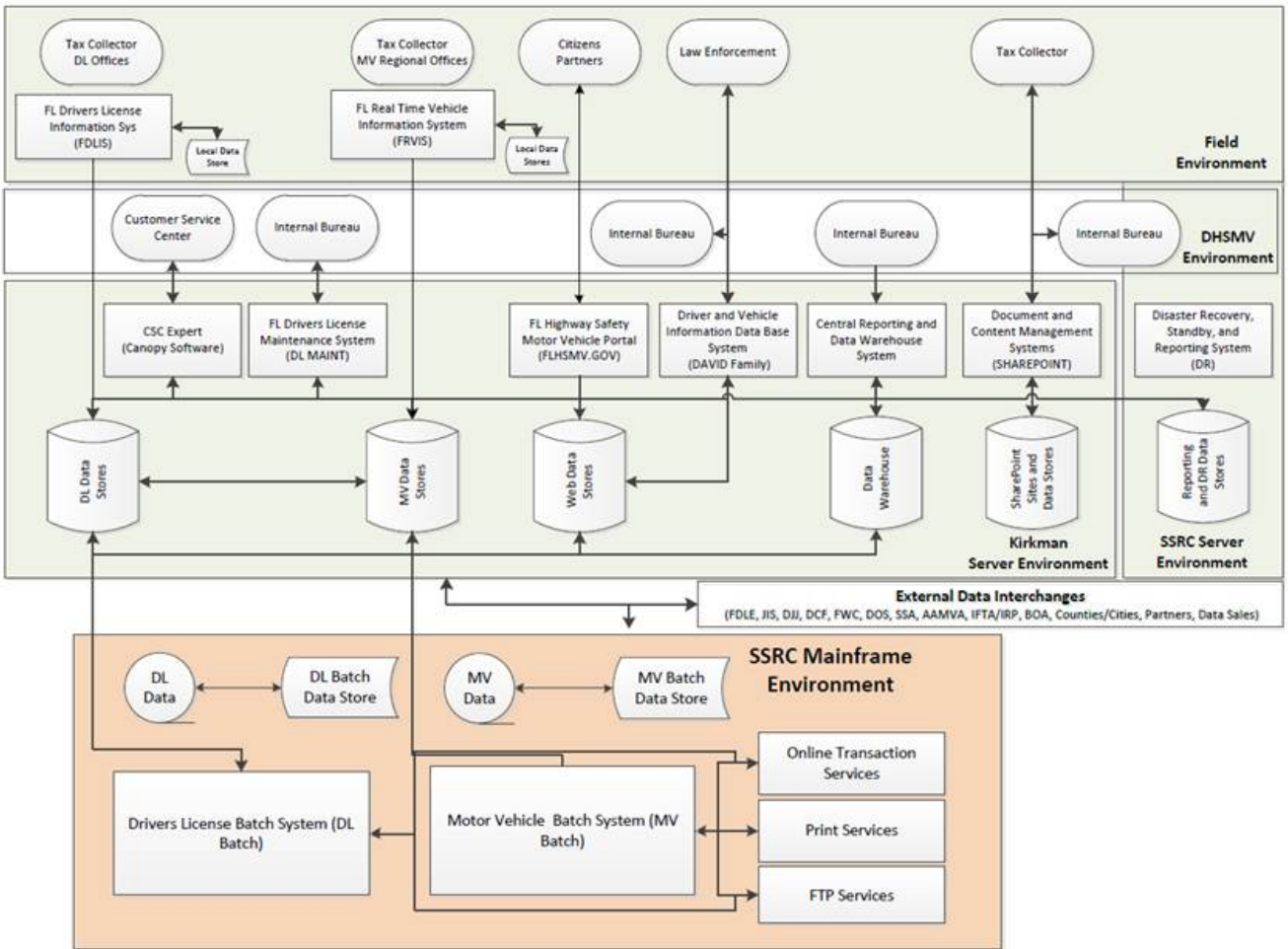


Figure 3-1 Current System Overview

Number of Stored Procedures	17,139
Number of Batch Jobs	2,083
Number of Batch Programs	1,897
Number of Different Types of CICS Transactions	40
Number of Different Types of FTP Transactions	877
Number of Programming Languages (types and versions)	20+
Number of Database Environments (types and versions)	5
Number of Platform Environments (types and versions)	10+
Average Mainframe Application Age (adjusted to 2010)	20+ years

Table3-1Mainframe System Statistics



## a. DL Mainframe System Overview

The driver license mainframe system consists of many batch jobs and COBOL programs scheduled and tracked through Computer Associates 7/11 tools, an online transaction processing region (CICS), inbound and outbound File Transfer protocol (FTP) services, and print services. The batch jobs use driver license data from multiple sources to update the Driver License Database (DL Database), sequential tape files and Virtual Storage Access Method (VSAM) files. The CICS region is used for inbound and outbound transactions, e.g. verification of social security numbers for the Florida Driver License Information System (FDLIS) or satisfying driver information requests from external entities, etc. The FTP inbound and outbound services accept from or send to external agencies or private partners bulk driver information typically processed by the batch jobs. The print services print reports, notices, letters, etc. processed by the batch jobs.

Typical batch functions include processing sanctions, stops, insurance information, payroll and personnel reconciliation, sexual predator/offender updates, renewal notifications, data sales, and others.

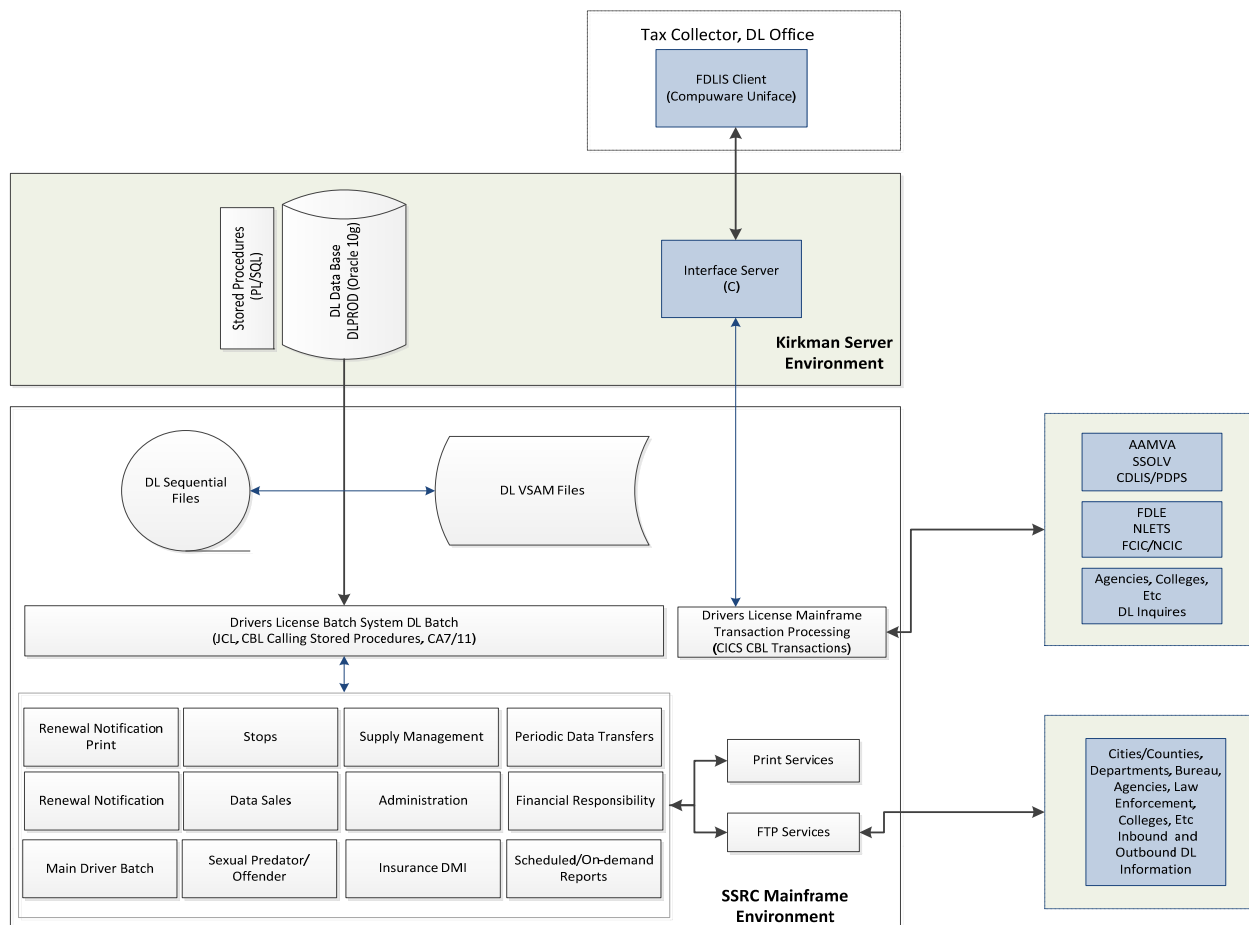


Figure 3-3 DL MV Mainframe System Overview

## b. MV Mainframe System Overview

The motor vehicle mainframe system consists of many batch jobs and COBOL programs scheduled and tracked through Computer Associates 7/11 tools, an online transaction processing region (CICS), inbound and outbound FTP services, and print services. The batch jobs use motor vehicle data from multiple sources to update the Motor Vehicle Database, sequential tape files and VSAM files. The CICS region is used for inbound and outbound transactions, e.g. verification of information on a paper title with electronic data from the state that issued the title. The FTP inbound and outbound services accept or send from external agencies or private partners bulk driver information typically processed by the batch jobs. The print services print reports, notices, titles, etc. processed by the batch jobs.

Typical batch functions include processing stops, correspondence, renewal notifications, specialty tag requests, electronic payments, data exchange, etc.

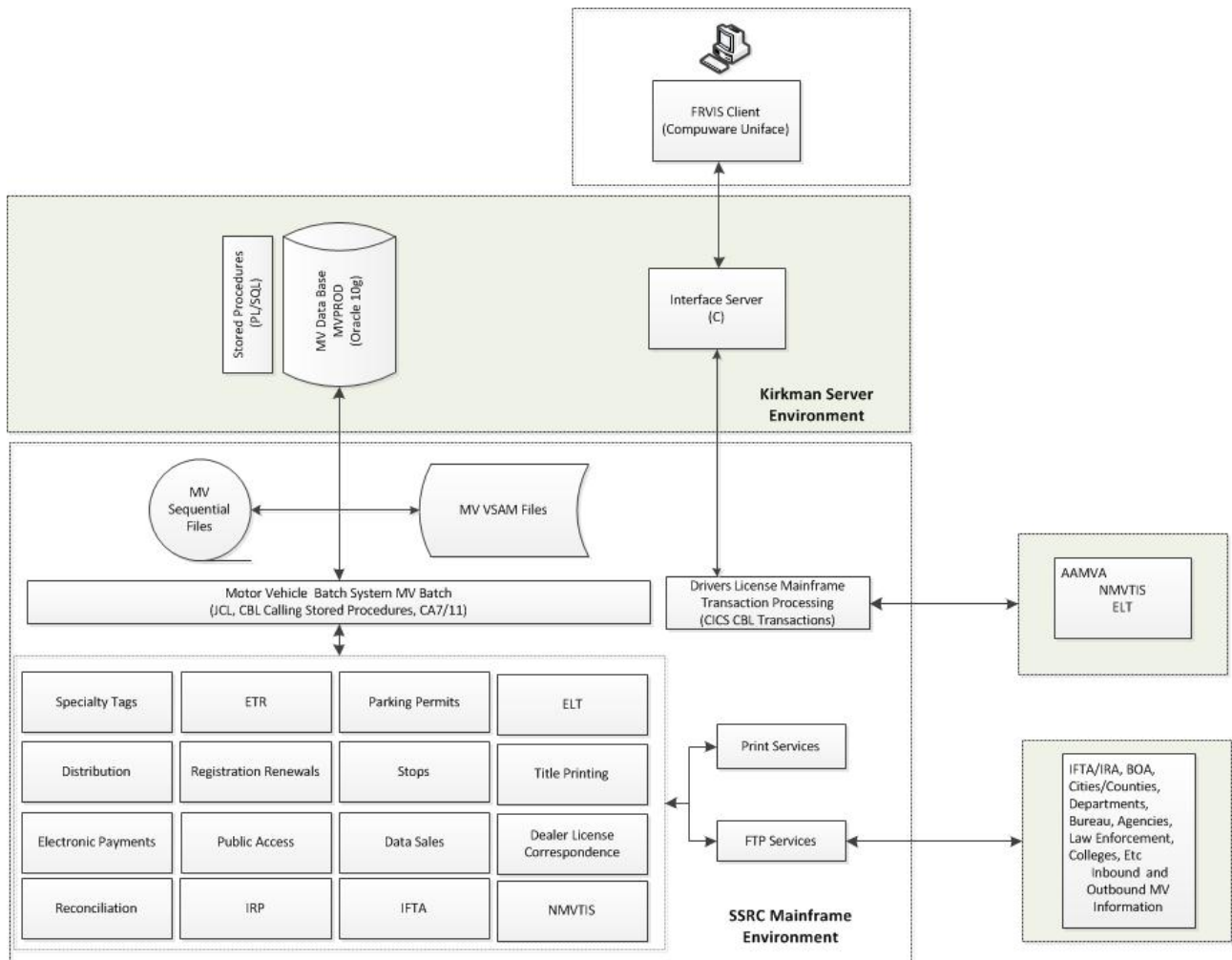


Figure 3-4 MV Mainframe System Overview

### c. Current mainframe systems resource requirements

Table 3-2 Current Systems Resources summarizes the technical resources utilized in the current mainframe applications..

System	Accessibility	Usage	Hardware Platform	Software Platform	Database Platform	Program Languages
DL Mainframe	Batch	1897 programs, 2033 jobs, procedures, and databases between DL and MV Mainframe	IBM z10	CICS, z/OS 1.11	Oracle 10G, Oracle 11G, VSAM & flat files	COBOL, Secure FTP, Unix Scripts, CICS, FOCUS, UNI, PL/SQL
MV Mainframe	Batch	1897 programs, 2033 jobs, procedures, and databases between DL and MV Mainframe	IBM z10	CICS, z/OS 1.11	Oracle 10G, VSAM & flat files	COBOL, Secure FTP, CICS, PL/SQL

Table 3-2 Current mainframe application resources

### d. Current system performance

Due to the decentralized, multilayered nature of the current technology system, there are no standard system wide performance metrics available. There are no existing service level agreements (SLAs) negotiated with consumers of technology services.

Because of the age and complexity of the legacy system, the factors outlined below speak to the general performance issues of the applications:

- The legacy system lacks the flexibility to meet the business needs of the Department. Modifications and enhancements to existing programs are cumbersome and time consuming.
- Continuing to operate and maintain the mainframe is becoming more costly than alternative solutions.
- There are fewer people with the requisite skill sets available to operate and maintain a mainframe system, many are in DROP.
- The complexity of the system increases response times for queries and creates additional failure points.
- Ancillary programs and manual workarounds introduce data errors and reduce the efficiency and effectiveness needed by the Department.

## 2. Strategic Information Technology Direction

The Department has already begun re-architecting and rewriting some of the mainframe batch programs through grant projects and internal staffing. Information Systems Administration (ISA) works closely with the business divisions to align the new applications with current business processes and rules.

Key attributes of the modernized mainframe applications and processes include:

- **Follow Industry Standards** – Align with industry standard techniques and practices for architecture and application development.
- **Real time processing**– Provides immediate, online data validate and updates.
- **Reliable** – Always available during scheduled hours.
- **Accurate** – Provides consistent workflow and data results.
- **Maintainable** – Easy to maintain and modify in a timely manner.
- **Consistent Architecture** – Implements consistent principles and practices across applications, utilizing central services and libraries for data retrieval, business rule processing and error handling.
- **Flexible** – Has well defined integration points.
- **Secure** - Safeguards the privacy of personal identifiable information (PII) and comply with regulations like the Driver Privacy Protection Act, 18 United States Code, Sections 2721-2725 (DPPA).
- **Cost-effective** – Uses industry standard and commonly available technologies and skill sets.

## 3. Information Technology Standards

Over the past two years, the Department has been working to implement a modernized, industry standard foundational set of technologies in preparation for sunsetting and re-writing out-dated, problematic systems. The following technologies are currently the standards for new development within the Department:

Application Development:

- Microsoft .NET (C#)
- Microsoft BizTalk
- Microsoft SQL Server Business Intelligence Suite
- Microsoft SharePoint

Database:

- Microsoft SQL Server
- Oracle

## B. Proposed Solution Description

The project scope for this effort encompasses the work that needs to be accomplished to decommission the DHSMV mainframe and deliver a modernized, standards based, cost effective and efficient set of applications and systems which contain the Department's desired features and functionality. Information Systems Administration has completed an initial planning phase that included identifying all of the mainframe applications, mapping the current migration efforts, identifying the programs/processes that remain to be migrated off the mainframe, and establishing a schedule based on funding approval that prioritizes the programs and the effort/resources needed to accomplish the migration. Logical application/system groups were created to enable project concurrency and simplify project tracking. Each project will have a scope statement and project schedule, but will fall under the Sunset Mainframe Program.

The High Level Groupings are in three categories: 1) Groups already in progress either through Grant funds or utilizing internal resources. 2) Groups that have not started and will utilize Grant funds and/or internal resources. 3) Groups to Be Scheduled for Migration from the Mainframe utilizing LBR funds.

Displayed below is the lists of the Projects/High Level Groupings:

### **Current projects with associated mainframe program groupings in progress or recently completed.**

#### **Project: Motorist Information eXchange(MIX) Foundations**

MIX Foundations is the basic functions required to begin rewriting the hundreds of data exchanges currently running on the mainframe.

- Contract and Memorandums of Understanding (MOU) tracking, verification, and management
- Partner Portal
- Activity Logging
- Revenue Tracking and Collection

#### **Mainframe Grouping: Data Exchange - Phase II**

- Interlock (includes FTP, SQL and DSP025-DSP027, DSP280 and DFO800 - (5 programs)
- Jury Selection DMS070 thru DMS1070 + JURY - (10 programs)
- Help America Vote Act (HAVA) 1 application replaced, 2 tabled because DOS is anticipating change in process (DVR002, DVR003, HAVA Address Process) - (3 programs)
- Unclaimed Property DMS 046 - (1 program)
- Organ Donor DMS 330 - (1 program)
- Dept. of Revenue (DOR) - Child Support Enforcement (CSE) DBS090 - (1 program)
- Florida Dept. of Law Enforcement (FDLE) - Sexual Offender/Predator /Career Offender DLE001P(report), DMS122 - (5 programs)
- Vital Statistics - Deaths DMS135(report), DMS970V - (2 programs)
- Social Security Administration (SSA) - Deaths DMS970S - (2 programs)
- Financial Obligations - DBS (1 program)
- File Transfer Protocol (FTP) to Clerks of Court - DLE000A, B, D and DBS (TCATS)
- NLETS (National Law Enforcement Telecommunications System)

**Project: MIX - DL Batch Processing to TCATS (REAL ID 2009 Grant)**

**Mainframe Grouping: DL Batch Processing**

- Driver's Record DBS - (53 programs)
- Driver's Sanctions DSP - (84 programs)
- DCL Batch Processing (DCL minus DCL001, DCL002, DCL080, DCL300) - (22 programs)
- Sexual Predator/Offenders DMS122, DLE001C - (2 programs)

**Mainframe Grouping: DL Batch Processing - DUT**

- DUT Series 50, 51, 53, 60, 80 Citation Processing - (23 programs)

**Project: MIX -American Association of Motor Vehicle Administrators (AAMVA) Verification Systems, Purge and Verification of Lawful Status (VLS) (REAL ID 2008 Grant)**

**Mainframe Grouping: AAMVA - Phase I**

- CDLIS - (Commercial Driver License Information System) CDL - (4 programs)
- PDPS (Problem Driver Pointer System) - DCL300, CDL40C, CDL055 - (3 programs)
- SSA (Social Security Administration) - DBS351-DBS355 - (5 programs)
- UNI ( AAMVA Communication Programs) - (51 programs)
- DCL - front-end and back-end - DCL001, DCL002, DCL080 only - (3 programs)

**Mainframe Grouping: AAMVA - Phase II**

- DL Purge - DBS (3 programs)
- VLS (Verification of Lawful Status) - DCI065 and DCI066 - (2 programs)
- CIPS (Central Issuance Process System) License Processing - DCI (17 programs)

**Project: MIX - CDL Modernization Grant**

**Mainframe Grouping: Citation Inventory**

- Replaces DUT (Driver Uniform Traffic) CICS Applications (does not include batch processes) DUT CICS - (16 programs)

**Mainframe Grouping: CDL Help Desk**

- Currently underway in conjunction with CDL Modernization Grant Project. Expected to go-live the same time as AAMVA - Phase I CDLIS DCP - (5 programs)
- FOCUS - UNI system - 1 batch that connects to the Federal System for Commercial Truck Drivers

**Project: Sunset Mainframe**

**Mainframe Grouping: Distribution Revenue and Reports Processing**

- Registration Revenue MRR - (48 programs)
- Motor Vehicle (Tags) MTG - (12 programs)
- DL Revenue DRV - (5 programs)

Displayed below, are the Logical Program Groups, that have not yet started. First set of groupings will be completed with internal resources or are part of an upcoming Grant project, and the second set would be covered with approved LBR funding.

<b>Program Groups Included in the upcoming Grant projects and/or Internally Resourced projects</b>
<p><b>Mainframe Grouping: Personnel/Payroll (Internal resources)</b></p> <ul style="list-style-type: none"> <li>• AAG - (2 programs), ABU - (16 programs), APM - (2 programs), APS - (64 programs) Reports - (79 report jobs)</li> </ul>
<p><b>Mainframe Grouping: Insufficient Funds (Internal resources)</b></p> <ul style="list-style-type: none"> <li>• ISF (BIF) - (2 programs)</li> </ul>
<p><b>Mainframe Grouping: Miscellaneous Batch processing (Internal resources)</b></p> <ul style="list-style-type: none"> <li>• Supply Inventory SIS - (46 programs) + FOCUS</li> <li>• DL Miscellaneous DMS - (52 programs)</li> <li>• DL Special Requests DSS - (9 programs)</li> </ul>
<p><b>Financial Responsibility (REAL ID 2011 Grant)</b></p> <p><b>Mainframe Grouping: Financial Responsibility batch</b></p> <ul style="list-style-type: none"> <li>• All FR batch programs DFB - (56 programs), DRF - (11 programs), DFS - (1 program)</li> <li>• Includes standardizing all data exchange processes with the Insurance Companies that provide auto insurance for Floridians.</li> </ul> <p><b>Mainframe Grouping: Insurance - Phase I</b></p> <ul style="list-style-type: none"> <li>• Daily Insurance Activity - PERL</li> <li>• Daily Activities include adds, deletes, cancellations</li> <li>• Insurance batch processing DMI - (45 programs)</li> <li>• CICS Insurance - (4 programs)</li> <li>• Company Codes DFC - (1 program)</li> </ul>

**Program Groups to be covered by LBR funding**

**Mainframe Grouping: Clerks of Court**

- DRC 1 (Clerk of Courts) – HSMV will support DRC1, however, Clerks of Court will go to FACC DRITFC, DRI001C, DRI020C, DRI030C, DRI 100C, DRC001C, DRC010C, DRC020C, DCIPE002, DCIPE005, DCIPE010, DCIPE019, DCIPE020 – (13 programs)
- UPDTRANS and MOTOPROG

**Mainframe Grouping: Renewals (Vehicle and Driver License)**

- Must create an Enterprise Fee Calculator (initially – one application, but capable of adding other applications in the future to become enterprise-wide)
- Motor Vehicles –MTG – (13 programs), MMS – (1 program), MPP – (3 programs)
- CIPS DL Renewal Mailings – DCI (15 programs) + DMS055 and VEH200

**Mainframe Grouping: Data Exchange – Phase III**

- Load Specialty Plate Summary Table - STGLOAD
- Transcripts DTR – (13 programs), DMS – (3 programs)
- Public Access Inquiries – CICS Applications TML, PUB – (6 programs)+ FOINQC
- Motor VIN Look-up ELT – (1 program), SRC – (3 programs), MEC – (1 program)
- Tag Lookup MFM – (2 programs)
- Parking Ticket Data Pull MPS – (2 programs)
- Vehicle Stop File MST – (14 programs)
- DL Penny Sales DFO285 – (1 program)
- MV Penny Sales MTG – (1 program)

**Mainframe Grouping: CICS**

- Miscellaneous CICS applications not covered in other groupings – (5 programs)

**Mainframe Grouping: MV Miscellaneous**

- IFTA/IRP Processing (includes data sales, quarterly tax returns, IFTA decal orders, monthly transmittals to IFTA Clearinghouse, monthly renewal notices, IRP Clearinghouse, IRP transmittals) MFT – (14 programs) + SMCS110
- Registration MRR050 – (1 program)
- Titles and Liens MTT (11 programs), ELT – (6 programs) + FOCUS – (6 programs)
- Dealer License (includes renewal notices, data sales, reports, labels) MDL – (13 programs)

**Mainframe Grouping: DL Batch Processing (Non-Citation Processing)**

- Crash HAC – (11 programs) + FOCUS – (2 programs)
- FDLIS batch DFO – (11 programs)
- Vision DVS – (3 programs)

**Mainframe Grouping: Permits and Tags**

- Mobile Home Seals MMS – (21 programs)
- Parking Permits MPP– (4 programs)
- International Registration Plan MRP – (20 programs)
- Tags MTG – (30 programs)



## 1. Resource and summary level funding requirements for proposed system (if known)

The Sunset Mainframe Program will be achieved through a multi-project, iterative approach over an estimated two years. In order to expedite the completion of this program, staff augmentation will be utilized along with existing staff to rewrite the remaining mainframe COBOL and CICS programs. The anticipated resource requirements are listed in Table 3-3 Current mainframe application resources as follows:

Resources	FY 2012-13	FY 2013-14	Comments
Project manager (1500 hrs @ 100/hr)	\$150,000	\$50,000	Anticipate utilizing PM part-time FY13-14 on Sunset mainframe projects
2 Business Analysts (4000 hrs @ \$80/hr)	\$320,000		
6 Developers FY12-13 (12,000 hrs @ \$90/hr) 2 Developers FY13-14 (4000 hrs @ \$90/hr)	\$1,080,000	\$360,000	6 Developers FY12-13 and 2 Developers FY13-14
<b>Totals:</b>	<b>\$1,550,000</b>	<b>\$410,000</b>	<b>\$1,960,000</b>

Table 3-3 Current mainframe application resources

## c. Capacity Planning

Capacity planning is the discipline to ensure the IT infrastructure and applications are in place at the right time to provide the right services at the right price. All applications on the mainframe are analyzed to determine if the functionality is still needed, or could be handled by other existing non-mainframe applications. All new applications should be architected to plan for future Motorist Systems modernization projects, developed utilizing modern, standards based platforms, and built for maximum flexibility and expansion.

## D. Analysis of Alternatives

### 1. Assessment of Alternatives

Two alternatives have been identified for sunsetting the mainframe.

- Alternative 1 - Continue using Grants and internal resources to rewrite the mainframe applications**  
 Continue to rely on applying for grants where appropriate, using internal resources, when available, and continue mainframe processing for at least five more years.
- Alternative 2 - Provide funding to hire consulting resources to accelerate the timeline**  
 Provide funding to hire consulting resources to augment internal staff and accelerate the timeline to sunset the mainframe to two years.

## 2. Assessment Process

The assessment process consisted of the following activities:

- Identify all mainframe programs, their program language and interdependencies
- Determine any programs that are no longer utilized
- Categorize programs into logical high level groupings.
- Determine a complexity estimate for each high level grouping of programs
- Establish two schedules that include the estimated effort/resources needed to accomplish the migration, one based on internal resources only, and the second based on additional funding for contract resources.

The two schedules were solely based on the complexity of existing mainframe programs and resources of equal development knowledge and skill. Utilizing only internal resources, the estimated schedule showed the migration effort of at least 5 years. Utilizing additional contract resources, the migration schedule can be shortened to 2 years.

## 3. Technology Recommendation

Based on the preceding analysis, the technology recommendation is to replace the existing mainframe programs utilizing contract resources in addition to internal staff to complete the migration in a shorter time period. This approach will maximize technical and business benefits, providing the agility, flexibility and scalability needed for the future. It will also reduce program risks and provide support options for the future. The costs, resources, complexities, timing and risks associated with retaining the current technology environment are high.

Additional advantages of the accelerated timeline include:

- Reduces the maintenance and support of outdated, legacy mainframe applications.
- Provides a configurable/modifiable technical architecture that provides the most flexibility in meeting initial complex Department requirements/rules/organizational alignment and agility accommodating a changing future business landscape.
- Requires a larger initial capital investment to implement but will accrue longer term savings in datacenter costs, process efficiencies, maintenance costs, tool availability, and resource utilization.
- Utilizes current standard technology reducing the risk of technical obsolescence.

## IV. Project Management Planning Component

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This section describes the program management discipline used to manage the multiple projects, collectively referred to as a program, which will modernize the current driver license and motor vehicle technology environments. It is based on the Project Management Institute's (PMI) Project Management Body of Knowledge (PMBOK) framework. All program customers, stakeholders and participants should be familiar with the outlines of this framework.

### A. Program Charter

*Purpose: To document the formal authorization of the project by the Project Sponsor. It is an agreement between a project's customers, the project team, and key management stakeholders regarding the scope and schedule for the project used to determine the project's success when it has been completed. The Project Charter is the underlying foundation for all project related decisions.*

The program charter establishes a foundation for the program by ensuring that all participants share a clear understanding of the program purpose, objectives, scope, approach, deliverables and timeline. It serves as a reference of authority for the future of the program. It includes the following:

#### **Name**

This program is referred to as the Sunset Mainframe Program.

#### **Purpose**

The purpose of the Sunset Mainframe program is to replace the current applications running in the HSMV mainframe environment with rearchitected and rewritten systems utilizing modern, standards based technologies.

#### **Objectives**

This program will meet the following objectives:

- Document and group all Mainframe programs
  
- Rearchitect and rewrite modern, standards based applications with the following:
  - Real time interfaces where applicable
  - Standard data exchange formats
  - Compliant with legal requirements
  - Enhanced service delivery capabilities
  - Transactional accountability
  - Flexibility to change with the modernization of other HSMV systems
  
- Aligned with current Department business processes.
  
- Sunset the HSMV utilization of the mainframe

#### **Scope**

The project scope for this effort encompasses the work that needs to be accomplished to decommission the DHSMV utilization of the mainframe and deliver a cost effective and efficient set of systems which contain the Department's desired features and functionality

### Approach

The approach to the program is to analyze each high level mainframe program grouping, and create individual projects within the Sunset Mainframe Program. Several projects are currently underway utilizing grant funding and internal resources. In order to expedite the completion of the program, contracted resources would be selected to work with internal staff to work on the mainframe project groupings not currently covered in existing projects.

### Deliverables

Table 4-1 Program Deliverables contains a preliminary list of program deliverables. As a project is initiated, specific detailed project management and project deliverables will be defined.

Name	Description
Program Charter	A document authored by the Program Manager and issued by the Program Sponsor authorizing the Program Manager to apply resources to program activities.
Program Management Plan	Includes but is not limited to one or more of the following documents: <ul style="list-style-type: none"> <li>• Work Breakdown Structure</li> <li>• Resource Loaded Program Schedules</li> <li>• Change Management Plan</li> <li>• Document Management Plan</li> <li>• Quality Management Plan</li> <li>• Risk Management Plan</li> <li>• Issue Management Plan</li> <li>• Resource Management Plan</li> <li>• Program Budget</li> </ul>
Risk, Issue & Action Registers	Prioritized list of identified risks and actual issues during the program.
Status Reports and Meeting Actions	Record of program status delivered and decisions/actions taken.
Project Deliverables	Includes Project Management and Project Specific deliverables.

Table 4-1 Program Deliverables

### Milestones

Table 4-2 Program Milestones is an initial list of milestones the program will adhere to.

Milestone	Deliverables to Complete
Program Initiation	Charter, Program Management Plan
Program Execution	Updates to Charter, PM Plan, Risk/ Issue/ Action Registers, Status Reports and Meeting Actions
Project Initiation & Execution for each defined project	Project Management (e.g. Charters and Project Management Plans) and Project Specific (e.g. Iterative Implemented Solutions) deliverables

Table 4-2 Program Milestones

## Stakeholders

Table 4-3 Stakeholders identifies the current program stakeholders with a short description of their relationship to the program.

Stakeholders	Function Performed
Citizen	Deliver motorist services
Mobile home manufacturers	License business and inspect manufacturing
Other States & jurisdictions	Provide information on driver and vehicle records received in Florida, receive information on driver and vehicle records received outside of Florida, and information exchange related to law enforcement and homeland security
Mobile home installers	License installers, inspect installations
Researchers	Provide data used for research
Commercial fleet manager / independent owner-operators	Issue CDL, IFTA / IRP
Specialty plate agencies	Assign revenue from sale of specialty tags
Non-profit Organizations	Collect voluntary contributions
Tax Collectors	Issue driver license, title and registration transactions on behalf of the Department
Private tag agencies	Issue title and registration transactions on behalf of the Tax Collector
Car dealers	Licensed by the Department
Commercial data purchasers / entities with MOUs with Department	Receive motorist services information from Department
Other Federal, state and local entities, e.g.: <ul style="list-style-type: none"> <li>• Florida Legislature</li> <li>• Florida Office of Economic and Demographic Research</li> <li>• Florida Governor's Office</li> <li>• Florida Department of Revenue, Transportation, and Business and Professional Regulation</li> <li>•</li> <li>• Social Security Administration</li> </ul>	Provides information to, or consumes information from, the Department
Selective Service Administration	Registers people eligible for the draft
Supervisor of Elections	Registers potential voters
Courts	Submit information on sanctions or judgments for Department to enforce
FHP / Law enforcement	Information processing related to maintaining public safety
Federal Department of Homeland Security	Provides confirmation of identity for foreign nationals
AAMVA	Maintains a clearinghouse of motor vehicle information for member states and interfaces with FRVIS
IFTA / IRP Inc.	Receives information
Banks & insurance companies	Electronically transmit liens and sends notification

Table 4-3 Stakeholders

## B. Work Breakdown Structure

*Purpose: To define at a summary level all work that will take place within the project. It serves as a common framework for planning, scheduling, estimating, budgeting, configuring, monitoring, reporting on, directing, implementing, and controlling the entire project.*

A complex program such as the Sunset Mainframe Program can be made more manageable by breaking it down into individual components in a hierarchical structure known as a work breakdown structure (WBS). The WBS defines at a summary level all work that will take place within the program. It serves as a common framework for planning, scheduling, estimating, budgeting, configuring, monitoring, reporting on, directing, implementing and controlling the entire program/projects.

Figure 4-1 High Level Work Breakdown Structure is a preliminary high level WBS for the Sunset Mainframe Program. The WBS will be finalized for each individual project within the Sunset Mainframe Program.

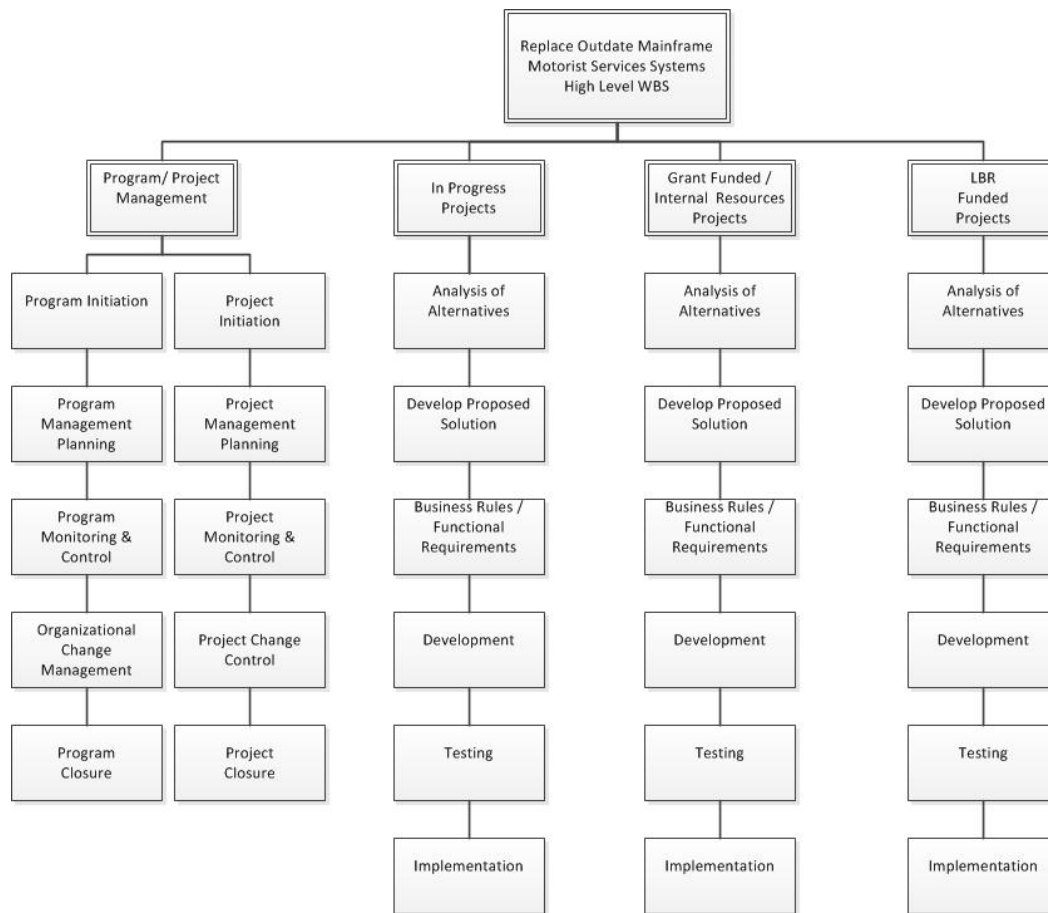


Figure 4-1 High Level Work Breakdown Structure

## c. Resource Loaded Program/Project Schedule

*Purpose: To indicate the planned timetable for all project-related work and to estimate the appropriate staffing levels necessary to accomplish each task, produce each deliverable, and achieve each milestone.*

Figure 4-2 High Level Program Timeline illustrates the preliminary high level schedule developed for the program. Project charters, resource loaded schedules, and other project deliverables have been developed for projects currently in process. Project charters, resource loaded schedules, and other project deliverables will be developed for each project that is not currently in progress.

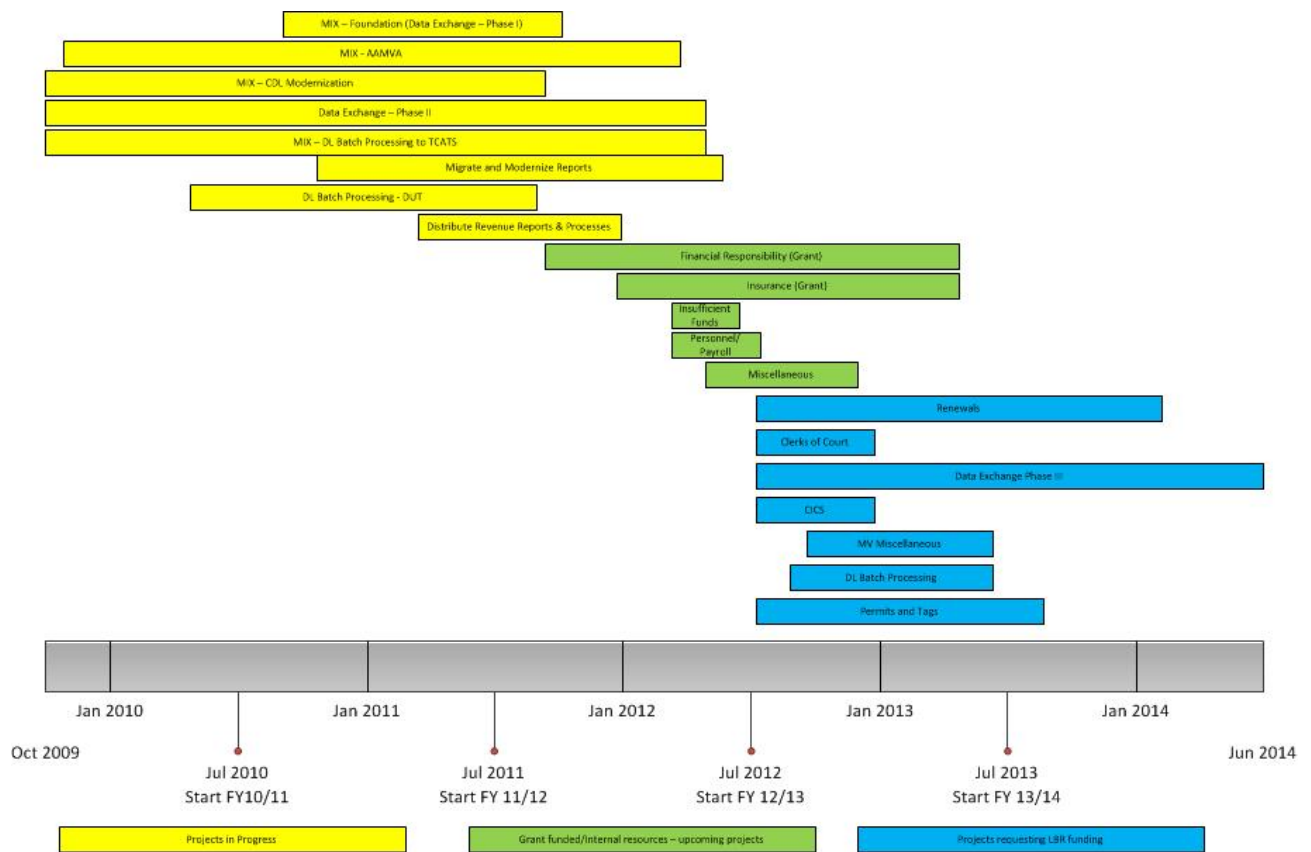


Figure 4-2 High Level Program Timeline

## D. Program/Project Budget

*Purpose: To ensure that a realistic project budget has been developed.*

The cost information used as the basis for the preliminary program budget, Figure 4-3, was developed based on the Sunset Mainframe planning project deliverables. The estimated hourly cost for consultants is based on past experience with hiring contractors. These numbers represent an estimate to be used for budgetary planning purposes only as actual costs will vary. The cost per year may change based on the actual hourly rate of selected consultants.

Project	Investment \$ Needed		Total	Assumptions
	FY 12/13	FY 13/14		
Sunset Mainframe planning				Internally funded in FY10/11 and internally staffed
Prog Org & Gov				Internally staffed from ISA PMO
Grant Funded Migration				Funded in FY 10/11, FY 11/12, FY 12/13
Sunset Mainframe Costs	\$1,400,000	\$360,000	\$1,760,000	See Sunset Mainframe Summary Costs Spreadsheets.
Program Mgmt Office	\$150,000	\$50,000	\$200,000	1 consultant estimated @ \$100/hr
<b>Totals</b>	<b>\$1,550,000</b>	<b>\$410,000</b>	<b>\$1,960,000</b>	
<b>Cumulative Totals</b>	<b>\$1,550,000</b>	<b>\$1,960,000</b>		

Figure 4-3 High Level Program Budget



## E. Program/Project Organization

*Purpose: To determine whether an appropriate project organizational and governance structure will be in place and operational in time to support the needs of the project.*

Figure 4 - 4 Program Organization shows the proposed program organization and the relationship between its components.

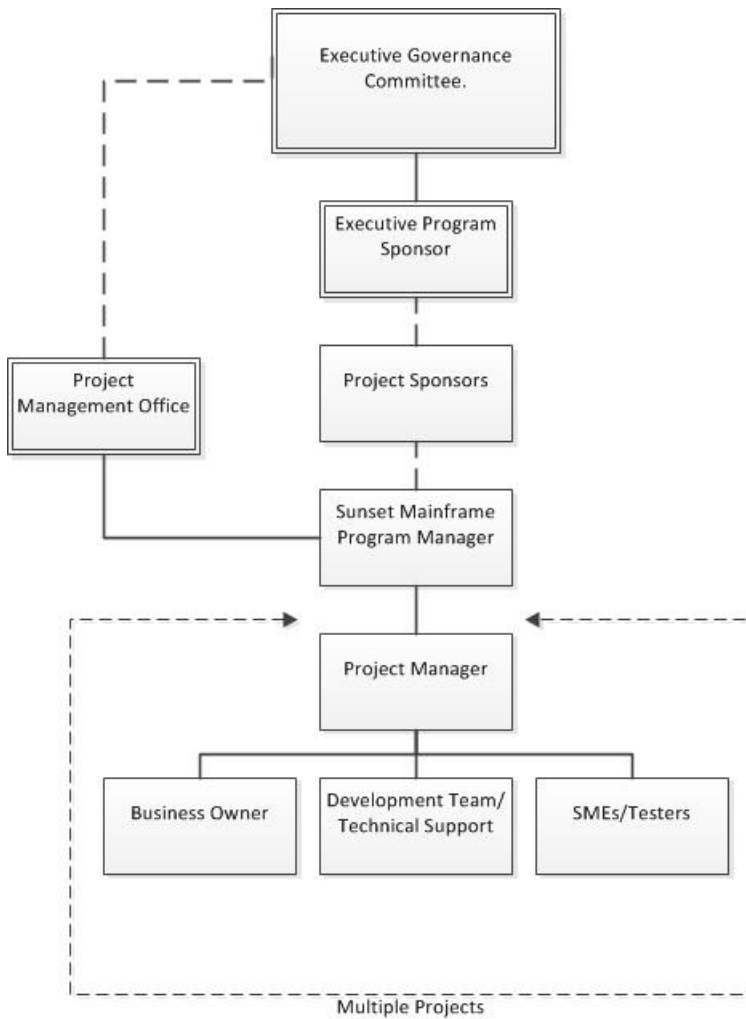


Figure 4-4 Program Organization

Table 4-4 Program/Project Roles identifies the program/project team roles within the program organization and a summary of their responsibilities.

<b>Role</b>	<b>Responsibility</b>
Executive Governance Committee	<ul style="list-style-type: none"> <li>• Sets overall strategic scope and direction.</li> <li>• Reviews program risks, issues and exceptions</li> <li>• Provides general program oversight.</li> </ul>
Executive Sponsors	<ul style="list-style-type: none"> <li>• Sets tactical scope and direction</li> <li>• Provides specific program/project oversight.</li> <li>• Influences interaction with stakeholders</li> <li>• Accepts major program/project deliverables</li> <li>• Final arbiter of project issues</li> </ul>
Project Management Office	<ul style="list-style-type: none"> <li>• Provides program/project management tools, techniques, and process models</li> <li>• Provides program and project assistance as requested</li> <li>• Acts as a program and project advisor to the program sponsors</li> </ul>
Program Manager	<ul style="list-style-type: none"> <li>• Documents program charter (objective/scope/etc.)</li> <li>• Develops program management plans.</li> <li>• Consolidates project plans into program plan.</li> <li>• Reports program status.</li> <li>• Maintains program financials.</li> <li>• Manages integrated program change control.</li> <li>• Manages program risks, issues and actions.</li> <li>• Facilitates team communication.</li> </ul>
Project Manager	<ul style="list-style-type: none"> <li>• Documents project charter (objective/scope/etc.)</li> <li>• Develops project management plans.</li> <li>• Monitors project progress.</li> <li>• Reports project status.</li> <li>• Maintains project financials.</li> <li>• Manages project change control.</li> <li>• Manages project risks, issues and actions.</li> <li>• Facilitates team communication.</li> </ul>
Business Owner	<ul style="list-style-type: none"> <li>• Ensures business resources are available for projects.</li> <li>• Resolves business issues.</li> <li>• Communicates with program manager.</li> </ul>
Developers & Technical Support	<ul style="list-style-type: none"> <li>• Performs technical activities as documented in the project plan.</li> <li>• Reports technical activity completion status.</li> </ul>
Subject Matter Experts & Testers	<ul style="list-style-type: none"> <li>• Provides business expertise throughout the project lifecycle</li> <li>• Develops test plans</li> <li>• Performs user acceptance testing</li> </ul>

Table 4-4 Program/Project Roles

## F. Program/Project Quality Control

*Purpose: To understand project quality requirements and ensure that effective quality control processes and procedures are in place and operational in time to support the needs of the project.*

Quality can be defined as meeting or exceeding the customer's expectations. Program quality management ensures the program activities and deliverables meet customer requirements.

Three processes are associated with program quality management:

- Quality Planning – Identifies the quality standards which are relevant to the program deliverables and how they will be achieved. The program charter, program management plans (resource, schedule, budget, change control, etc.), development standards, testing management plans, contract management etc. are key inputs. The Quality Plan will be developed for each project within the Sunset Mainframe Program.
- Quality Assurance – Execution of quality activities during the program to ensure variances in processes are clearly identified and assessed. Examples of these activities are process analysis, reviews and audits.
- Quality Control – Monitoring program activities and deliverables to determine if they comply with the program's quality standards. Monitoring during the program may take the form of self-reviews, peer reviews, structured testing or status meetings.

In summary, quality management is incorporated into the program.

## G. Risk Management

*Purpose: To ensure that the appropriate processes are in place to identify, assess, and mitigate major project risks that could prevent the successful completion of this project.*

The purpose of risk management is to identify, assess, and prioritize those risk factors which may negatively affect the program. Strategies can then be employed to minimize, monitor and control the probability and/or impact of the negative risk factors. The Risk Management Plan will be reviewed and updated for each project to formalize the program risk policies, procedures, processes, activity schedule, tools and templates. The Risk Management plan is reviewed by the Program Manager following any updates. .

Once a risk factor is identified, the impact on the program is determined, the probability of occurrence is estimated, and the Department's tolerance level is documented. A risk strategy with appropriate corresponding actions can then be applied to manage the risk factor. Risk strategies include:

- Acceptance – the risk factor is unavoidable, continue the program, and monitor for the occurrence of the risk.
- Avoidance – the risk factor is avoidable and eliminates the cause or probability of the risk.
- Mitigation – the risk factor is unavoidable, continue the program, implement actions to provide for early detection, and implement actions to lessen the impact.
- Transference – the risk factor is unavoidable, continue the program, and share with, or give to, another party the risk factor to manage.

Table 4-5 Risk Factors is an initial list of program risk factors.

<b>Risk Description - Impact</b>	<b>Probability of Occurrence</b> (high, medium, low)	<b>Tolerance Level</b> (high, medium, low)	<b>Risk Strategy</b> (accept, avoid, mitigate, transfer)	<b>Assigned Owner</b>
<b>Strategic (Medium Risk)</b>				
1. Statutory and policy changes will continue to occur during the program - Unexpected changes could increase program budget and timeline.	High	High	Accept	TBD
<b>Technology (Medium Risk)</b>				
2. External entities will be required to make technical changes to continue their data exchange processing with the Department. Failure to make these changes timely could impact the project schedule.	High	Low	Mitigate	TBD
<b>Organizational (High Risk)</b>				
4. Core business processes will change to align with organizational and technology changes - Some users will be resistant to change.	High	Low	Mitigate	TBD
5. Business process and technology changes will affect other local/state/federal agencies and private partners - Failure to plan for and communicate these changes could result in implementation delays and negative publicity.	High	Low	Mitigate	TBD
<b>Communication (High Risk)</b>				
6. External communication channels have not yet been established for future projects - Lack of effective project communication could result in implementation delays.	Medium	Low	Mitigate	TBD
<b>Fiscal (High Risk)</b>				
7. Cost estimates have been developed before detail business requirements - Unanticipated requirements may increase the cost and time estimates.	Medium	Low	Accept	TBD
8. Actual program costs may exceed funding requests - Under-capitalization may lead to program failure.	High	Low	Mitigate	TBD
<b>Program Organization (High Risk)</b>				
9. Key internal resources will not be dedicated to the project - Lack of key resources may elongate timelines, increase costs or contribute to program failure.	Medium	Medium	Mitigate	TBD

10. Internal resources may not possess required skills and knowledge for the new business and technical environments – Lack of skills and knowledge may elongate timelines, increase costs or contribute to program failure.	High	Low	Mitigate	TBD
Program/Project Management (Medium Risk)				
11. Insufficient or inadequate Program/Project management and may elongate timelines, increase costs or contribute to program/project delays .	Medium	Low	Mitigate	TBD
Complexity (High Risk)				
12. Components of each project may have impact to other non-mainframe systems. Insufficient analysis may cause missed requirements or unreasonable expectations.	High	Medium	Mitigate	TBD

Table 4-5 Risk Factors

## H. Organizational Change Management

*Purpose: To increase the understanding of the key requirements for managing the changes and transformation that the users and process owners will need to implement for the proposed project to be successful.*

The goal of change is to improve the organization by altering what and/or how work is done. The Sunset Mainframe Program will affect business processes, skill sets, roles and responsibilities. Two types of change activities are integral to the success of the program.

- Organizational change management outlines the activities necessary to ensure staff participation in process development and improvement, skill set changes and technology acceptance. Examples of these activities are the communication of program goals and benefits; documentation and communication of solution vendor/Department roles/responsibilities; development and communication of new process maps/roles; development and communication of a skills gap analysis; and the development and communication of a training plan.
- Program change control is the set of activities and templates used to request and manage changes to accepted program scope, timelines, deliverables and/or costs. This will facilitate communication about requested changes among the stakeholders of the project, provide a common process for resolving requested changes, and reduce the uncertainty around the existence, state, and outcome of a requested change.

An organizational change management plan and a program change control process will be reviewed, updated and communicated during each Project initiation.

## I. Program/Project Communication

*Purpose: To ensure that effective communication processes are in place to disseminate information and receive feedback from users, participants, and other project stakeholders to facilitate project success.*

Program communication is the exchange of program-specific information with the emphasis on creating understanding between the sender and the receiver. Effective communication is one of the most important factors contributing to the success of a program.

Three clear communication channels will be established for each project. They include:

- Upward channel with senior executives and steering committee to highlight issues, risks and scope exceptions.
- Lateral channel with sponsor(s), stakeholders, and other agency management involving requirements, resources, budgets and time allocations.
- Downward channel with the project team highlighting processes, activities, dates, status and general team briefings.

A communication plan describes how program communication events will occur across the channels described above. The events themselves may be periodic or one-time in nature. Table 4-6 Communication Plan is an initial plan that will be updated based on communication requirements for each project.

What	Who	Owner	Purpose	Frequency	Type
Program Plan (Integrated Project Plans)	Key stakeholders	Program Manager	Update stakeholders and project teams on program progress, dependencies and milestones.	Bi-Weekly	Document distributed via hardcopy or electronically.
Executive Status Report	All stakeholders	Program Manager	Update stakeholders on progress of the project.	Monthly	Distribute electronically and post on project repository
Executive Sponsor Meeting	Sponsor	Program Manager	Update executive sponsor(s) on status; discuss critical issues and risks; and review changes to Program Plan.	Bi-Weekly	Meeting
Program Workbook	Program and project teams.	Project Managers	To monitor and track project specific milestone status, issues, actions, decisions and risks, assumptions, constraints and scope tracking	Weekly	Distribute electronically and post on project repository

What	Who	Owner	Purpose	Frequency	Type
Team Meetings	Entire project team. Individual meetings for sub-teams, technical team, and functional teams as appropriate.	Project Managers	To review detailed plans (tasks, assignments, issues, and action items).	Regularly Scheduled	Meeting Template
Project Repository	All project team members.	Project Managers	Central location to house status reports, meeting minutes, project description, and Project Initiation Plan. For any shared communication.	Regularly Scheduled	SharePoint <b>Daptiv Project Portfolio Management System (PPM)</b>
Periodic Demos and Presentations	Focus on specific groups	Project Managers	To gain inputs and approvals from special groups and keep them abreast of the project's status.	As needed	Presentation/ Discussion
Other...	To be determined by the project team	Project Members	General communications	As needed	Email lists, announcements, etc.

Table 4-6 Communication Plan

## V. Appendices

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### A. Risk Assessment



Risk Assessment Tool  
Sunset mainframe.xls

### B. Project Budget Spreadsheets



Sunset Mainframe  
Project Budgets FY12



**SCHEDULE VI: DETAIL OF DEBT SERVICE**

**Department:** Highway Safety and Motor Vehicles

**Budget Period 2012-13**

**Budget Entity:** \_\_\_\_\_

(1)	(2)	(3)	(4)
<b>SECTION I</b>	<b>ACTUAL FY 2010-11</b>	<b>ESTIMATED FY 2011-12</b>	<b>REQUEST FY 2012-13</b>
Interest on Debt (A)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Principal (B)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans (C)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees (D)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service (E)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service (F)	<input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation:

The Department does not have any debt service payments.

**SECTION II**

**ISSUE:** \_\_\_\_\_

(1)	(2)	(3)	(4)	(5)
<b>INTEREST RATE</b>	<b>MATURITY DATE</b>	<b>ISSUE AMOUNT</b>	<b>JUNE 30, 20__</b>	<b>JUNE 30, 20__</b>
(6)		(7)	(8)	(9)
		<b>ACTUAL FY 2010-11</b>	<b>ESTIMATED FY 2011-12</b>	<b>REQUEST FY 2012-13</b>
Interest on Debt (G)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Principal (H)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees (I)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other (J)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service (K)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**ISSUE:** \_\_\_\_\_

<b>INTEREST RATE</b>	<b>MATURITY DATE</b>	<b>ISSUE AMOUNT</b>	<b>JUNE 30, 20__</b>	<b>JUNE 30, 20__</b>
		<b>ACTUAL FY 2009-10</b>	<b>ESTIMATED FY 2010-11</b>	<b>REQUEST FY 2011-12</b>
Interest on Debt (G)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Principal (H)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees (I)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other (J)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service (K)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS**

**Budget Period: 2012 -13**

**Department:** Highway Safety and Motor Vehicles

**Chief Internal Auditor:** Julie Leftheris

**Budget Entity:** \_\_\_\_\_

**Phone Number:** 850-617-3104

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
201011-03	6-30-11	Revenue	The Department has no assurance that it is receiving proper payment from the Clerks of Court and has no authority to audit. The audit recommended that the Department should seek legislative change to require the Clerks of Court to provide a detailed accounting of the amounts due to each agency/fund and to provide the Department the authority to audit the records of the Clerks of Court.	The Department is drafting legislative language for the 2012 legislative session to address the audit findings.	

## Fiscal Year 2012-13 LBR Technical Review Checklist

Department/Budget Entity (Service): Highway Safety and Motor Vehicles

Agency Budget Officer/OPB Analyst Name: Laura Bruce/Kaitlyn Kennedy

*A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.*

Action	Program or Service (Budget Entity Codes)				
	7601	7610	7621	7640	

### 1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A36, A93, IA1, IA5, IP1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? <b>(CSDI)</b>	Y	Y	Y	Y	
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? <b>(CSDI)</b>	Y	Y	Y	Y	

### AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. <b>(EXBR, EXBA)</b>	Y	Y	Y	Y	
1.4 Has security been set correctly? <b>(CSDR, CSA)</b>	Y	Y	Y	Y	
<b>TIP</b> The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					

### 2. EXHIBIT A (EADR, EXA)

2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 59 of the LBR Instructions?	Y	Y	Y	Y	
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	Y	Y	
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 30)? Do they clearly describe the issue?	Y	Y	Y	Y	
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 30) been followed?	Y	Y	Y	Y	

### 3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift and were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	Y	Y	Y	Y	
3.2 Are the 33XXXXX0 issues negative amounts only and do not restore nonrecurring cuts from a prior year or fund any issues that net to a positive or zero amount? Check D-3A issues 33XXXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	Y	Y	Y	Y	

### AUDITS:

3.3 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? <b>(NACR, NAC - Report should print "No Negative Appropriation Categories Found")</b>	Y	Y	Y	Y	
--	---	---	---	---	--

Action		Program or Service (Budget Entity Codes)				
		7601	7610	7621	7640	
3.4	Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? ( <b>EXBR, EXBC - Report should print "Records Selected Net To Zero"</b> )	Y	Y	Y	Y	
TIP	Generally look for and be able to fully explain significant differences between A02 and A03.					
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.					
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.					
<b>4. EXHIBIT D (EADR, EXD)</b>						
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 62 of the LBR Instructions?	Y	Y	Y	Y	
4.2	Is the program component code and title used correct?	Y	Y	Y	Y	
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.					
<b>5. EXHIBIT D-1 (ED1R, EXD1)</b>						
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y	Y	Y	Y	
<b>AUDITS:</b>						
5.2	Do the fund totals agree with the object category totals within each appropriation category? ( <b>ED1R, XD1A - Report should print "No Differences Found For This Report"</b> )	Y	Y	Y	Y	
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? ( <b>EXBR, EXBB - Negative differences need to be corrected in Column A01.</b> )	Y	Y	Y	Y	
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? ( <b>EXBR, EXBD - Differences need to be corrected in Column A01.</b> )	Y	Y	Y	Y	
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2010-11 approved budget. Amounts should be positive.					

Action		Program or Service (Budget Entity Codes)				
		7601	7610	7621	7640	
TIP If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.						
<b>6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)</b>						
6.1	Are issues appropriately aligned with appropriation categories?	Y	Y	Y	Y	
TIP Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.						
<b>7. EXHIBIT D-3A (EADR, ED3A)</b>						
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 30 of the LBR Instructions.)	Y	Y	Y	Y	
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y	Y	Y	Y	
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 69 through 70 of the LBR Instructions?	Y	Y	Y	Y	
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	Y	Y	Y	Y	
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 and E-5 of the LBR Instructions.)	N/A	N/A	N/A	N/A	
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	Y	Y	Y	Y	
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OAD/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.	Y	Y	Y	Y	
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y	Y	Y	Y	
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y	Y	Y	Y	
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #12-009?	Y	Y	Y	Y	
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. <b>(PLRR, PLMO)</b>	N/A	N/A	N/A	N/A	
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A	N/A	N/A	N/A	

Action		Program or Service (Budget Entity Codes)				
		7601	7610	7621	7640	
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A	N/A	N/A	N/A	
7.14	Do the amounts reflect appropriate FSI assignments?	Y	Y	Y	Y	
7.15	Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 29 and 88 of the LBR Instructions.)	Y	Y	Y	Y	
7.16	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)? Have the correct issue codes been used for the Statewide Email Consolidation (17C10C0, 17C11C0, 17C14C0, 33015C0 and 55C04C0)	Y	Y	Y	Y	
7.17	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	N/A	N/A	N/A	N/A	
<b>AUDIT:</b>						
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. <b>(EADR, FSIA - Report should print "No Records Selected For Reporting")</b>	Y	Y	Y	Y	
7.19	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? <b>(GENR, LBR1)</b>	N/A	N/A	N/A	N/A	
7.20	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? <b>(GENR, LBR2)</b>	N/A	N/A	N/A	N/A	
7.21	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? <b>(GENR, LBR3)</b>	N/A	N/A	N/A	N/A	
7.22	Have FCO appropriations been entered into the nonrecurring column A04? <b>(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L) )</b>	Y	Y	Y	Y	
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run <b>OADA/OADR</b> from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 67 through 71 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					

Action		Program or Service (Budget Entity Codes)				
		7601	7610	7621	7640	
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2011-12 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.					
<b>8. SCHEDULE I &amp; RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)</b>						
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y	Y	
8.2	Has a Schedule I and Schedule IB been completed in LAS/PBS for each operating trust fund?	Y	Y	Y	Y	
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IC, and Reconciliation to Trial Balance)?	Y	Y	Y	Y	
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	Y	Y	Y	Y	
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?	Y	Y	Y	Y	
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling \$100,000 or more for the fiscal year?	Y	Y	Y	Y	
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?	N/A	N/A	N/A	N/A	
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	Y	Y	Y	Y	
8.9	Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)? For non-grant federal revenues, is the correct revenue code identified (codes 000504, 000119, 001270, 001870, 001970)?	Y	Y	Y	Y	
8.10	Are the statutory authority references correct?	Y	Y	Y	Y	
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	Y	Y	Y	Y	
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	Y	Y	Y	Y	
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y	Y	Y	
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	Y	Y	Y	Y	
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y	Y	Y	Y	

Action		Program or Service (Budget Entity Codes)				
		7601	7610	7621	7640	
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y	Y	
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y	Y	Y	
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available? Does the certification include a statement that the agency will notify OPB of any significant changes in revenue estimates that occur prior to the Governor's Budget Recommendations being issued?	Y	Y	Y	Y	
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?	Y	Y	Y	Y	
8.20	Are appropriate service charge nonoperating amounts included in Section II?	Y	Y	Y	Y	
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	Y	Y	Y	Y	
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling \$100,000 or more.)	Y	Y	Y	Y	
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y	Y	
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y	Y	Y	Y	
8.25	Are current year September operating reversions appropriately shown in column A02? <b>DUE TO THE EARLY SUBMISSION DATE OF THE 2012-13 LBR, CERTIFIED FORWARD REVERSIONS AT 9/30/11 WILL NEED TO BE ADDED BY AGENCIES DURING THE TECHNICAL REVIEW PERIOD.</b>	N/A	N/A	N/A	N/A	
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?	Y	Y	Y	Y	
8.27	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?	Y	Y	Y	Y	
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y	Y	
<b>AUDITS:</b>						
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y	Y	
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? If a Schedule IB was prepared, do the totals agree with the Schedule I, Line I? <b>(SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")</b>	Y	Y	Y	Y	
8.31	Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. <b>(SC1R, DEPT)</b>	Y	Y	Y	Y	
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					



Action		Program or Service (Budget Entity Codes)				
		7601	7610	7621	7640	
TIP	Determine if the agency is scheduled for trust fund review. (See page 125 of the LBR Instructions.)					
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
<b>9. SCHEDULE II (PSCR, SC2)</b>						
AUDIT:						
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? ( <b>BRAR, BRAA - Report should print "No Records Selected For This Request"</b> ) Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See <i>Base Rate Audit</i> on page 157 of the LBR Instructions.)	Y	Y	Y	Y	
<b>10. SCHEDULE III (PSCR, SC3)</b>						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 90 of the LBR Instructions.)	Y	Y	Y	Y	
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 97 of the LBR Instructions for appropriate use of the OAD transaction.) Use <b>OADI</b> or <b>OADR</b> to identify agency other salary amounts requested.	Y	Y	Y	Y	
<b>11. SCHEDULE IV (EADR, SC4)</b>						
11.1	Are the correct Information Technology (IT) issue codes used?	Y	Y	Y	Y	
TIP	If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.					
<b>12. SCHEDULE VIIIA (EADR, SC8A)</b>						
12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate?	Y	Y	Y	Y	
<b>13. SCHEDULE VIIIB-1 (EADR, S8B1)</b>						
13.1	<b>NOT REQUIRED FOR THIS YEAR</b>	N/A	N/A	N/A	N/A	
<b>14. SCHEDULE VIIIB-2 (EADR, S8B2)</b>						
14.1	Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has not been used?	Y	Y	Y	Y	
<b>15. SCHEDULE XI (LAS/PBS Web - see page 105 of the LBR Instructions for detailed instructions)</b>						
15.1	Agencies are required to generate this spreadsheet via the LAS/PBS Web. <b>The Final Excel version on longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website.</b> (Note: Pursuant to <i>section 216.023(4) (b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y	Y	Y	
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match?	Y	Y	Y	Y	
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:						
15.3	Does the FY 2010-11 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? ( <b>GENR, ACT1</b> )	Y	Y	Y	Y	

Action		Program or Service (Budget Entry Codes)				
		7601	7610	7621	7640	
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? ( <b>Audit #1 should print "No Activities Found"</b> )	Y	Y	Y	Y	
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? ( <b>Audit #2 should print "No Operating Categories Found"</b> )	Y	Y	Y	Y	
15.6	Has the agency provided the necessary standard (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	Y	Y	Y	Y	
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? ( <b>Audit #4 should print "No Discrepancies Found"</b> )	Y	Y	Y	Y	
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					
<b>16. MANUALLY PREPARED EXHIBITS &amp; SCHEDULES</b>						
16.1	Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y	Y	
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y	Y	Y	
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y	Y	
<b>AUDITS - GENERAL INFORMATION</b>						
TIP	Review <i>Section 6: Audits</i> of the LBR Instructions (pages 156-158) for a list of audits and their descriptions.					
TIP	Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.					
<b>17. CAPITAL IMPROVEMENTS PROGRAM (CIP)</b>						
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	Y	Y	
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	Y	Y	Y	Y	
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y	Y	Y	
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	Y	Y	Y	
17.5	Are the appropriate counties identified in the narrative?	Y	Y	Y	Y	
17.6	Has the CIP-2 form (Exhibit B) been modified to include the agency priority for each project and the modified form saved as a PDF document?	Y	Y	Y	Y	
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					

	Program or Service (Budget Entity Codes)				
Action	7601	7610	7621	7640	

**18. FLORIDA FISCAL PORTAL**

18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y	Y	Y	
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**19. CREATION OF DEPARTMENT OF ECONOMIC OPPORTUNITY (DEO)**

19.1	<p>If you are an agency that no longer exists or is transferred to DEO after the approval of the reorganization by the Legislative Budget Commission (LBC), have you submitted the following schedules, as applicable:</p> <ul style="list-style-type: none"> <li>• Schedule I: Trust Funds Available and Schedule IB -DEPARTMENT LEVEL</li> <li>• Schedule IA: Detail of Fees and Related Costs (Part I and Part II)</li> <li>• Schedule IC: Reconciliation of Unreserved Fund Balances</li> <li>• Reconciliation: Beginning Trial Balance to Schedule I and IC</li> <li>• Exhibit D-1: Detail of Expenses</li> <li>• Schedule XI: Agency-Level Unit Cost Summary</li> <li>• Opening Trial Balance as of July 1, 2011</li> <li>• Schedule I Narratives related to Column A01</li> <li>• Inter-Agency Transfer Form</li> </ul>	N/A	N/A	N/A	N/A	
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