

Stricken language will be deleted and underlined language will be added.

State of Arkansas
94th General Assembly
Fiscal Session, 2024

As Engrossed: S4/30/24
A Bill

SENATE BILL 53

By: Joint Budget Committee

For An Act To Be Entitled

AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES
AND OPERATING EXPENSES FOR THE DEPARTMENT OF
TRANSFORMATION AND SHARED SERVICES FOR THE FISCAL
YEAR ENDING JUNE 30, 2025; AND FOR OTHER PURPOSES.

Subtitle

AN ACT FOR THE DEPARTMENT OF
TRANSFORMATION AND SHARED SERVICES
APPROPRIATION FOR THE 2024-2025 FISCAL
YEAR.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

SECTION 1. REGULAR SALARIES - SECRETARY'S OFFICE. There is hereby established for the Department of Transformation and Shared Services for the 2024-2025 fiscal year, the following maximum number of regular employees.

Item No.	Class Code	Title	Maximum No. of Employees	Maximum Annual Salary Rate
				Fiscal Year
				2024-2025
(1)	SC014	SEC OF TRANSFORMATION & SHARED SERVICES	1	GRADE SE05
(2)	U061U	TSS CHIEF OF STAFF	1	GRADE SE03
(3)	G307C	TSS LEGAL COUNSEL	1	GRADE GS15
(4)	R051C	TSS STATEWIDE PROGRAM MANAGER	1	GRADE GS13
(5)	R028C	TSS STATEWIDE PAYROLL SYS SPECIALIST	<u>1</u>	GRADE GS08
MAX. NO. OF EMPLOYEES			5	



SECTION 2. APPROPRIATION - SECRETARY'S OFFICE. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services for the fiscal year ending June 30, 2025, the following:

ITEM NO.	FISCAL YEAR 2024-2025
(01) REGULAR SALARIES	\$566,076
(02) PERSONAL SERVICES MATCHING	165,795
(03) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	0
(B) CONF. & TRAVEL	0
(C) PROF. FEES	0
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$731,871</u></u>

SECTION 3. REGULAR SALARIES - SHARED SERVICES - ADMINISTRATION. There is hereby established for the Department of Transformation and Shared Services for the 2024-2025 fiscal year, the following maximum number of regular employees.

Item No.	Class Code Title	Maximum No. of Employees	Maximum Annual Salary Rate Fiscal Year 2024-2025
(1)	G293C TSS CHIEF GENERAL COUNSEL	1	GRADE SE01
(2)	D006N STATE SYSTEMS ARCHITECT	1	GRADE IT10
(3)	D136C TSS IT PROJECT MANAGER DIRECTOR	1	GRADE IT10
(4)	D038C SENIOR SOFTWARE SUPPORT ANALYST	1	GRADE IT06
(5)	D142C TSS ERP ANALYST	1	GRADE IT06
(6)	D052C SOFTWARE SUPPORT ANALYST	1	GRADE IT05
(7)	R001C TSS ASST PERSONNEL ADMINISTRATOR	1	GRADE GS15
(8)	V001C TSS ASST PROCUREMENT ADMINISTRATOR	1	GRADE GS15

(9)	A132C TSS BUSINESS SERVICES ADMINISTRATOR	1	GRADE GS15
(10)	G306C TSS CHIEF ADMINISTRATIVE OFFICER	1	GRADE GS15
(11)	N207N TSS CHIEF PRIVACY OFFICER	1	GRADE GS15
(12)	A010C AGENCY CONTROLLER II	1	GRADE GS13
(13)	R051C TSS STATEWIDE PROGRAM MANAGER	1	GRADE GS13
(14)	G047C ATTORNEY SPECIALIST	1	GRADE GS11
(15)	G076C ADMINISTRATIVE SERVICES MANAGER	1	GRADE GS10
(16)	A038C FISCAL SUPPORT MANAGER	1	GRADE GS09
(17)	A082C ACCOUNTANT II	1	GRADE GS08
(18)	V035C TSS STATEWIDE PROCUREMENT SPECIALIST	1	GRADE GS08
(19)	A065C PAYROLL SERVICES COORDINATOR	1	GRADE GS07
(20)	C037C ADMINISTRATIVE ANALYST	1	GRADE GS06
(21)	R025C HUMAN RESOURCES ANALYST	1	GRADE GS06
(22)	V040C TSS BUYER	1	GRADE GS06
(23)	C056C ADMINISTRATIVE SPECIALIST III	<u>1</u>	GRADE GS04
	MAX. NO. OF EMPLOYEES	23	

SECTION 4. EXTRA HELP - SHARED SERVICES - ADMINISTRATION. There is hereby authorized, for the Department of Transformation and Shared Services for the 2024-2025 fiscal year, the following maximum number of part-time or temporary employees, to be known as "Extra Help", payable from funds appropriated herein for such purposes: twenty (20) temporary or part-time employees, when needed, at rates of pay not to exceed those provided in the Uniform Classification and Compensation Act, or its successor, or this act for the appropriate classification.

SECTION 5. APPROPRIATION - SHARED SERVICES - ADMINISTRATION. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services for the fiscal year ending June 30, 2025, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2024-2025</u>
(01) REGULAR SALARIES	\$1,763,356
(02) EXTRA HELP	80,000

(03) PERSONAL SERVICES MATCHING	585,744
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	875,000
(B) CONF. & TRAVEL	25,000
(C) PROF. FEES	100,000
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$3,429,100</u></u>

SECTION 6. REGULAR SALARIES - STATEWIDE SHARED SERVICES. There is hereby established for the Department of Transformation and Shared Services for the 2024-2025 fiscal year, the following maximum number of regular employees.

Item No.	Class Code	Title	Maximum No. of Employees	Maximum Annual Salary Rate Fiscal Year 2024-2025
(1)	N032N	TSS OPM DIRECTOR	1	GRADE SE02
(2)	N031N	TSS OSP DIRECTOR	1	GRADE SE02
(3)	D012N	TSS DEPUTY ADMINISTRATOR	1	GRADE SE01
(4)	D141C	TSS ERP SYSTEM MANAGER	1	GRADE IT09
(5)	D033C	DFA ERP ANALYST	5	GRADE IT06
(6)	D027C	SOFTWARE ENGINEER	2	GRADE IT06
(7)	D142C	TSS ERP ANALYST	1	GRADE IT06
(8)	R001C	TSS ASST PERSONNEL ADMINISTRATOR	1	GRADE GS15
(9)	V001C	TSS ASST PROCUREMENT ADMINISTRATOR	1	GRADE GS15
(10)	R051C	TSS STATEWIDE PROGRAM MANAGER	3	GRADE GS13
(11)	V003C	TSS PROCUREMENT DIVISION MANAGER	2	GRADE GS12
(12)	A031C	ASSISTANT CONTROLLER	1	GRADE GS11
(13)	R052C	TSS STATEWIDE PROGRAM COORDINATOR	12	GRADE GS11
(14)	V034C	TSS STATEWIDE PROCUREMENT COORDINATOR	7	GRADE GS09
(15)	R053C	TSS STATEWIDE PROGRAM SPECIALIST	7	GRADE GS09
(16)	A041C	PROGRAM FISCAL MANAGER	1	GRADE GS08
(17)	R028C	TSS STATEWIDE PAYROLL SYS SPECIALIST	2	GRADE GS08
(18)	V035C	TSS STATEWIDE PROCUREMENT SPECIALIST	17	GRADE GS08

(19)	C037C ADMINISTRATIVE ANALYST	1	GRADE GS06
(20)	A074C FISCAL SUPPORT SUPERVISOR	1	GRADE GS06
(21)	V040C TSS BUYER	1	GRADE GS06
(22)	V033C TSS OSP SURPLUS PROPERTY SUPERVISOR	1	GRADE GS06
(23)	C057C ADMINISTRATION SUPPORT SPECIALIST	1	GRADE GS04
(24)	C056C ADMINISTRATIVE SPECIALIST III	4	GRADE GS04
(25)	A098C FISCAL SUPPORT SPECIALIST	1	GRADE GS04
(26)	V021C SURPLUS PROPERTY AGENT	11	GRADE GS04
(27)	C073C ADMINISTRATIVE SPECIALIST II	<u>6</u>	GRADE GS03
	MAX. NO. OF EMPLOYEES	93	

SECTION 7. EXTRA HELP - STATEWIDE SHARED SERVICES. There is hereby authorized, for the Department of Transformation and Shared Services - Statewide Shared Services for the 2024-2025 fiscal year, the following maximum number of part-time or temporary employees, to be known as "Extra Help", payable from funds appropriated herein for such purposes: seven (7) temporary or part-time employees, when needed, at rates of pay not to exceed those provided in the Uniform Classification and Compensation Act, or its successor, or this act for the appropriate classification.

SECTION 8. APPROPRIATION - STATEWIDE SHARED SERVICES - OFFICES OF PERSONNEL MANAGEMENT AND STATE PROCUREMENT OPERATIONS. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Offices of Personnel Management and State Procurement Operations for the fiscal year ending June 30, 2025, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2024-2025</u>
(01) REGULAR SALARIES	\$4,955,498
(02) EXTRA HELP	11,512
(03) PERSONAL SERVICES MATCHING	1,716,013
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	426,500

(B) CONF. & TRAVEL	17,600
(C) PROF. FEES	8,500
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$7,135,623</u></u>

SECTION 9. APPROPRIATION - STATEWIDE SHARED SERVICES - MARKETING AND REDISTRIBUTION. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the Property Sales Holding Fund, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Marketing and Redistribution for the fiscal year ending June 30, 2025, the following:

ITEM NO.	FISCAL YEAR 2024-2025
(01) REGULAR SALARIES	\$651,495
(02) EXTRA HELP	5,000
(03) PERSONAL SERVICES MATCHING	279,061
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	358,605
(B) CONF. & TRAVEL	1,000
(C) PROF. FEES	24,000
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$1,319,161</u></u>

SECTION 10. APPROPRIATION - STATEWIDE SHARED SERVICES - PURCHASE AND CORPORATE TRAVEL CARD PROGRAM. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the Purchase and Corporate Travel Card Program Fund, for providing appropriation to allow for rebates coming into the State from vendor banks and for distribution to participating agencies and for operating expenses connected with the administration of the program by the Department of Transformation and Shared Services - Statewide Shared Services - Purchase and Corporate Travel Card Program for the fiscal year ending June 30, 2025, the following:

ITEM		FISCAL YEAR
<u>NO.</u>		<u>2024-2025</u>
(01) REFUNDS/REIMBURSEMENTS		<u>\$4,000,000</u>

SECTION 11. APPROPRIATION - STATEWIDE SHARED SERVICES - INFORMATION TECHNOLOGY. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for information technology services expenses of the Department of Transformation and Shared Services - Statewide Shared Services for the fiscal year ending June 30, 2025, the following:

ITEM		FISCAL YEAR
<u>NO.</u>		<u>2024-2025</u>
(01) INFORMATION TECHNOLOGY SERVICES		<u>\$600,000</u>

SECTION 12. REGULAR SALARIES - STATEWIDE SHARED SERVICES - EMPLOYEE BENEFITS DIVISION. There is hereby established for the Department of Transformation and Shared Services - Statewide Shared Services - Employee Benefits Division for the 2024-2025 fiscal year, the following maximum number of regular employees.

Item	Class	Maximum	Maximum Annual
<u>No.</u>	<u>Code Title</u>	<u>No. of</u>	<u>Salary Rate</u>
		<u>Employees</u>	<u>Fiscal Year</u>
			<u>2024-2025</u>
(1)	N036N TSS EBD DIRECTOR	1	GRADE SE02
(2)	L038C REGISTERED NURSE	1	GRADE MP01
(3)	D027C SOFTWARE ENGINEER	1	GRADE IT06
(4)	R003C TSS ASST EBD ADMINISTRATOR	1	GRADE GS15
(5)	R052C TSS STATEWIDE PROGRAM COORDINATOR	3	GRADE GS11
(6)	R053C TSS STATEWIDE PROGRAM SPECIALIST	1	GRADE GS09
(7)	X038C QUALITY ASSURANCE MANAGER	1	GRADE GS09
(8)	X062C QUALITY ASSURANCE COORDINATOR	1	GRADE GS08
(9)	C010C EXECUTIVE ASST TO THE DIRECTOR	1	GRADE GS07
(10)	P013C PUBLIC INFORMATION COORDINATOR	2	GRADE GS07
(11)	R018C TSS EBD PROGRAM SUPERVISOR	3	GRADE GS07

(12)	B076C RESEARCH PROJECT ANALYST	7	GRADE GS06
(13)	R022C BENEFITS COORDINATOR	1	GRADE GS06
(14)	R034C TSS EBD BENEFITS SPECIALIST	9	GRADE GS06
(15)	A019C FISCAL SUPPORT ANALYST	1	GRADE GS05
(16)	R033C BENEFITS ANALYST	<u>14</u>	GRADE GS05
	MAX. NO. OF EMPLOYEES	48	

SECTION 13. EXTRA HELP. There is hereby authorized, for the Department of Transformation and Shared Services - Statewide Shared Services - Employee Benefits Division for the 2024-2025 fiscal year, the following maximum number of part-time or temporary employees, to be known as "Extra Help", payable from funds appropriated herein for such purposes: three (3) temporary or part-time employees, when needed, at rates of pay not to exceed those provided in the Uniform Classification and Compensation Act, or its successor, or this act for the appropriate classification.

SECTION 14. APPROPRIATION - STATEWIDE SHARED SERVICES - EMPLOYEE BENEFITS DIVISION OPERATIONS. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Employee Benefits Division - Operations for the fiscal year ending June 30, 2025, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2024-2025</u>
(01) REGULAR SALARIES	\$1,453,462
(02) PERSONAL SERVICES MATCHING	532,001
(03) OVERTIME	5,000
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	1,130,172
(B) CONF. & TRAVEL	4,000
(C) PROF. FEES	54,089
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u>\$3,178,724</u>

SECTION 15. APPROPRIATION - COMMISSION STIPEND AND MILEAGE PAYMENTS.

There is hereby appropriated, to the Department of Transformation and Shared Services - Statewide Shared Services - Employee Benefits Division, to be payable from the State Central Services Fund, for for payment of stipends and mileage to commission members for the fiscal year ending June 30, 2025, the following:

ITEM NO.	FISCAL YEAR <u>2024-2025</u>
(01) PUBLIC SCHOOL EMPLOYEE HEALTH BENEFIT ADVISORY COMMISSION MILEAGE & STIPEND PAYMENTS	\$50,000
(02) PUBLIC SCHOOL EMPLOYEE HEALTH BENEFIT ADVISORY COMMISSION MILEAGE & STIPEND PAYMENTS	<u>50,000</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$100,000</u></u>

SECTION 16. APPROPRIATION - STATEWIDE SHARED SERVICES - EMPLOYEE BENEFITS DIVISION - MISCELLANEOUS CASH. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the cash fund deposited in the State Treasury as determined by the Chief Fiscal Officer of the State, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Employee Benefits Division - Miscellaneous Cash for the fiscal year ending June 30, 2025, the following:

ITEM NO.	FISCAL YEAR <u>2024-2025</u>
(01) REGULAR SALARIES	\$1,125,830
(02) EXTRA HELP	100,000
(03) PERSONAL SERVICES MATCHING	460,446
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	953,222
(B) CONF. & TRAVEL	71,800
(C) PROF. FEES	24,000

(D) CAP. OUTLAY	0
(E) DATA PROC.	0
(05) REFUNDS/REIMBURSEMENTS	<u>717,700</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$3,452,998</u></u>

SECTION 17. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. SHARED SERVICES. (a)(1) The Chief Fiscal Officer of the State may create a Shared Services paying accounts on his or her books and on the books of the Treasurer of State and the Auditor of State for the payment of personal services and operating expenses in the Shared Services Paying Account Appropriation by the Department of Transformation and Shared Services.

(2) The Chief Fiscal Officer of the State shall direct the transfer of funds and appropriations to the Shared Services Paying Account appropriation section of this act on the books of the Treasurer of State, the Auditor of State, and the Chief Fiscal Officer of the State.

(3) The transfer authority provided to the department in subdivision (a)(2) of this section may be used to make transfers only within the department's appropriation act or between other appropriation acts authorized for the department.

(4) The provisions of this section shall be in effect from the date of passage through June 30, ~~2024~~ 2025.

SECTION 18. *Arkansas Code § 19-11-206, concerning the definitions used regarding intergovernmental relations under the Arkansas Procurement Law, is amended to add additional subdivisions to read as follows:*

(6) "Consumer Price Index" means the most recent Consumer Price Index for All Urban Consumers published by the United States Department of Labor, or its successor; and

(7)(A) "Public school construction services" means services procured by a public school district or open-enrollment public charter school under a contract with a corresponding cooperative purchasing verification letter providing for the making of repairs, alterations, erection, or other permanent improvements to a public building, property, or structure that do not exceed a total aggregate amount of one million dollars (\$1,000,000) for a public procurement unit in a fiscal year.

(B)(i) Annually on July 1, at the direction of the Office of State Procurement and with the approval of the Legislative Council or, if the General Assembly is in session, the Joint Budget Committee, the amount stated in subdivision (7)(A) of this section shall be adjusted by the percentage, if any, by which the Consumer Price Index for the current calendar year exceeds the Consumer Price Index for the preceding calendar year, not to exceed three percent (3%).

(ii) The Consumer Price Index for a calendar year is the average of the Consumer Price Index as of the close of the twelve-month period ending on August 31 of that calendar year.

SECTION 19. Arkansas Code § 19-11-249(a)(1), concerning cooperative purchasing under the Arkansas Procurement Law, is amended to read as follows:

(a)(1) A public procurement unit may participate in, sponsor, conduct, or administer a cooperative purchasing agreement for the acquisition of public school construction services, commodities, or other services in accordance with an agreement entered into between the participants.

SECTION 20. Arkansas Code § 19-11-249(a)(2)(A), concerning cooperative purchasing under the Arkansas Procurement Law, is amended to read as follows:

(2)(A) A cooperative purchasing agreement is limited to public school construction services, commodities, and other services for which the public procurement unit may realize savings or material economic value, or both.

SECTION 21. Arkansas Code § 19-11-249(b)(2), concerning the annual report of all purchases made under cooperative purchasing agreements under the Arkansas Procurement Law, is amended to read as follows:

(2) The reports required under this subsection shall be submitted by July 1 in the format required by the Legislative Council and shall include the following:

- (A) The name of the contractor;
- (B) The name of the procuring agency;
- (C) The contact information for the contractor and procuring agency;
- (D) The total cost of the contract, including all

available extensions;

(E) A description of the public school construction services, goods, or other services procured; and

(F) Any other information requested by the Legislative Council or the Joint Budget Committee.

SECTION 22. Arkansas Code § 19-11-249, concerning cooperative purchasing under the Arkansas Procurement Law, is amended to add an additional subsection to read as follows:

(d) If a public procurement unit needs to procure public school construction services in excess of the amount provided in § 19-11-206(7), the public procurement unit may submit a request for a waiver to the Executive Subcommittee of the Legislative Council.

SECTION 23. SPECIAL LANGUAGE – CODE AMENDMENT. Arkansas Code § 19-11-231 is amended to read as follows:

19-11-231. Small procurements.

(a) Any procurement not exceeding the amount under § 19-11-204(13), which refers to small procurements, may be made in accordance with this section and the small procurement procedures promulgated by the State Procurement Director.

(b)(1) However, procurement requirements shall not be artificially divided so as to constitute a small procurement under this section.

(2) The prohibition stated in subdivision (b)(1) of this section includes without limitation purchasing commodities or services, or both, from more than one (1) vendor owned by the same person or entity if the aggregate amount of the purchases from the vendors owned by the same person or entity exceeds the amount stated in subsection (a) of this section.

(c) A state agency shall not provide information to a vendor regarding the amount the state agency is willing to pay for commodities or services, or both, before receiving a quote from the vendor for the amount the vendor would charge for the commodities or services, or both.

SECTION 24. COMPLIANCE WITH OTHER LAWS. Disbursement of funds authorized by this act shall be limited to the appropriation for such agency and funds made available by law for the support of such appropriations; and

the restrictions of the State Procurement Law, the General Accounting and Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary Procedures and Restrictions Act, or their successors, and other fiscal control laws of this State, where applicable, and regulations promulgated by the Department of Finance and Administration, as authorized by law, shall be strictly complied with in disbursement of said funds.

SECTION 25. LEGISLATIVE INTENT. It is the intent of the General Assembly that any funds disbursed under the authority of the appropriations contained in this act shall be in compliance with the stated reasons for which this act was adopted, as evidenced by the Agency Requests, Executive Recommendations and Legislative Recommendations contained in the budget manuals prepared by the Department of Finance and Administration, letters, or summarized oral testimony in the official minutes of the Arkansas Legislative Council or Joint Budget Committee which relate to its passage and adoption.

SECTION 26. EMERGENCY CLAUSE. It is found and determined by the General Assembly, that the Constitution of the State of Arkansas prohibits the appropriation of funds for more than a one (1) year period; that the effectiveness of this Act on July 1, 2024 is essential to the operation of the agency for which the appropriations in this Act are provided, and that in the event of an extension of the legislative session, the delay in the effective date of this Act beyond July 1, 2024 could work irreparable harm upon the proper administration and provision of essential governmental programs. Therefore, an emergency is hereby declared to exist and this Act being necessary for the immediate preservation of the public peace, health and safety shall be in full force and effect from and after July 1, 2024.

/s/ Joint Budget Committee