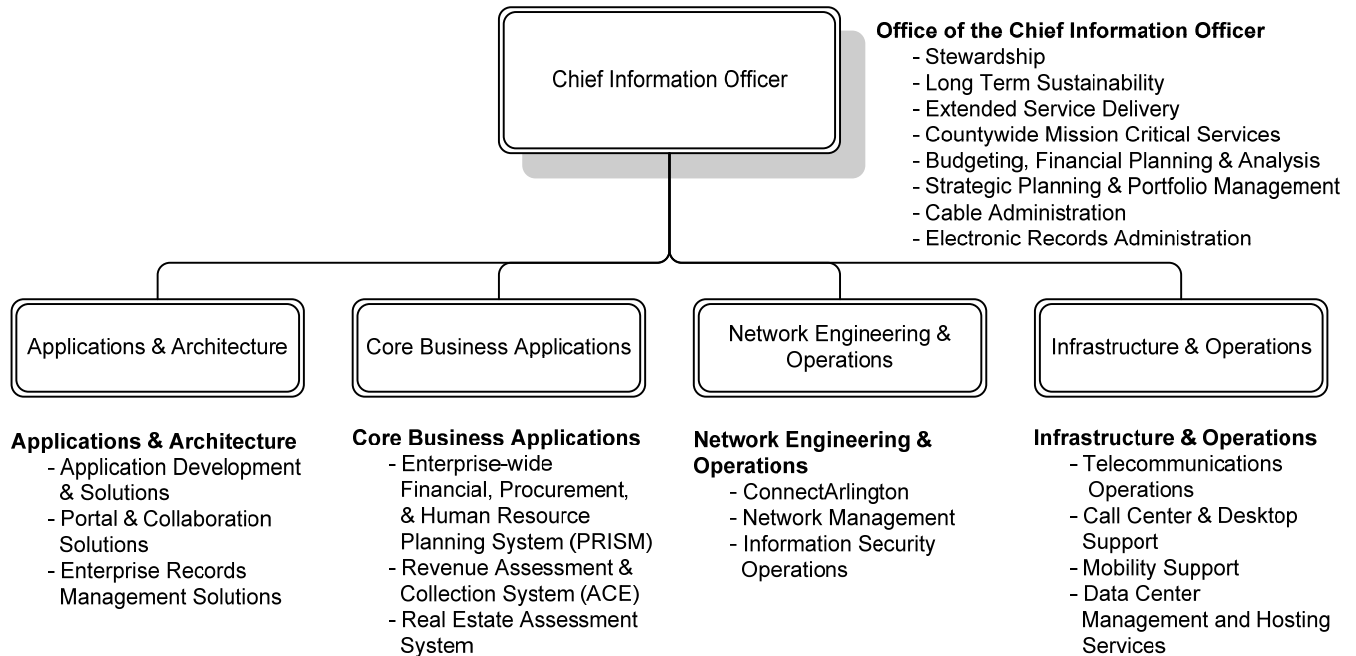


Our Mission: To provide technology resources for the County and set the vision for future technology investments

LINES OF BUSINESS



SIGNIFICANT BUDGET CHANGES

The FY 2016 adopted expenditure budget for the Department of Technology Services is \$19,474,602, a three percent increase from the FY 2015 adopted budget. The FY 2016 adopted budget reflects:

- ↓ The County Board reduced non-personnel funding for Electronic Records Management System (ERMS) support (\$38,250). For a full description of the reduction and impact please refer to the Budget Reduction Summary.
 - The County Board approved the addition of 4.0 FTE in the conversion of contractor positions to County Staff to realize net non-personnel savings of \$152,939. This includes the transfer of non-personnel to personnel, detailed in the narrative below. For a full description of the reduction and impact please refer to the Budget Reduction Summary.
- ↑ Personnel increases due to the conversion of contractor positions described above (\$497,730, 4.0 FTEs), the addition of a Project Manager and Administrative Specialist associated with the operation of the second phase of Connect Arlington (\$208,000, 2.0 FTEs), along with employee step increases and an increase in the County’s cost for employee health insurance, partially offset by adjustments to retirement contributions based on current actuarial projections.
- ↓ Non-personnel decreases are due to the reallocation of non-personnel contractual services funding to personnel to support the conversion of contractor positions described above (\$650,669), offset by the addition of operating costs for the second phase of Connect Arlington – including ongoing construction management for connecting subscribers with the County fiber backbone and technical maintenance and monitoring costs (\$292,000), as well as contractual costs for the financial and human resource management system (PRISM) (\$20,084), and individual contractor rates (\$57,600).

DEPARTMENT OF TECHNOLOGY SERVICES
DEPARTMENT BUDGET SUMMARY

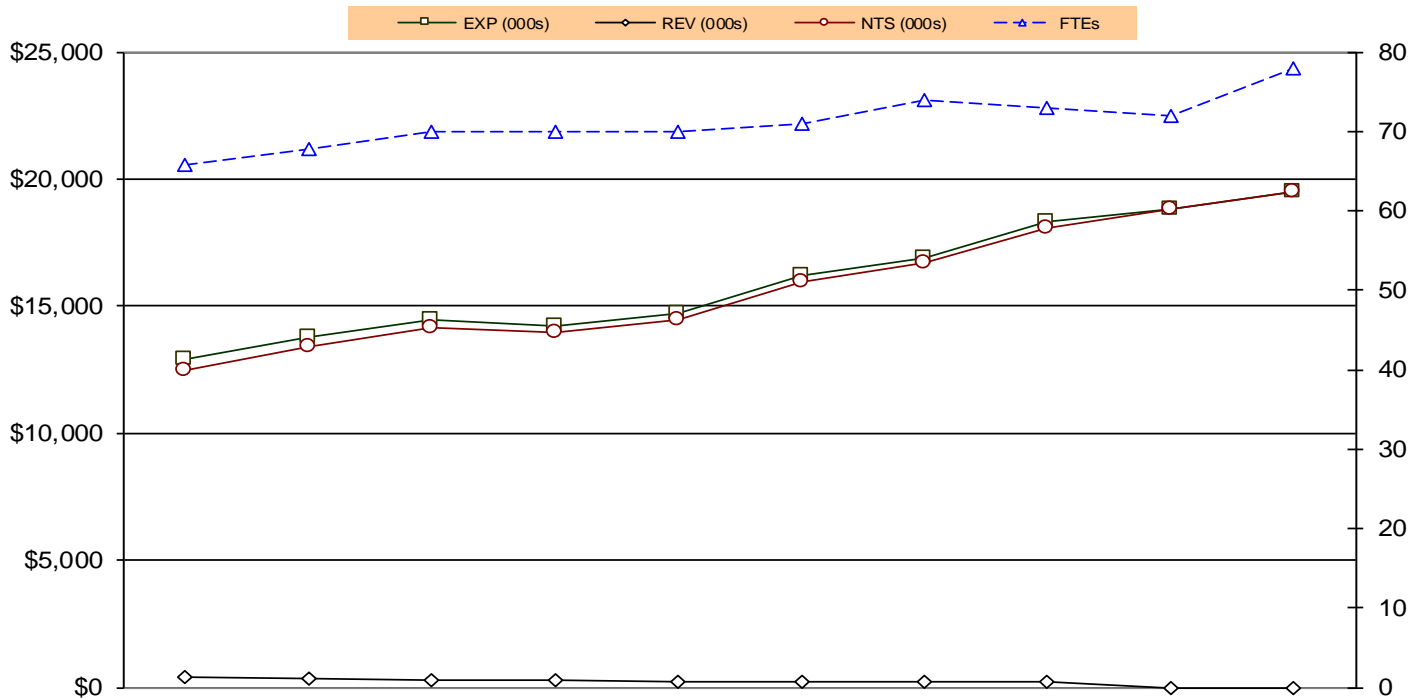
DEPARTMENT FINANCIAL SUMMARY

| | FY 2014 Actual | FY 2015 Adopted | FY 2016 Adopted | % Change '15 to '16 |
|------------------------------|---------------------|---------------------|---------------------|------------------------|
| Personnel | \$10,292,696 | \$11,115,219 | \$12,069,479 | 9% |
| Non-Personnel | 11,705,896 | 11,220,222 | 10,900,987 | -3% |
| Subtotal | 21,998,592 | 22,335,441 | 22,970,466 | 3% |
| Intra County Charges | (3,679,205) | (3,495,864) | (3,495,864) | - |
| Total Expenditures | 18,319,387 | 18,839,577 | 19,474,602 | 3% |
| Total Revenues | 239,076 | - | - | - |
| Net Tax Support | \$18,080,311 | \$18,839,577 | \$19,474,602 | 3% |
| Permanent FTEs | 73.00 | 72.00 | 78.00 | |
| Temporary FTEs | - | - | - | |
| Total Authorized FTEs | 73.00 | 72.00 | 78.00 | |

Expenses by Line of Business

| | FY 2014 Actual | FY 2015 Adopted | FY 2016 Adopted | % Change '15 to '16 |
|---|---------------------|---------------------|---------------------|------------------------|
| Office of the Chief Information Officer | \$2,077,641 | \$1,590,766 | \$1,763,257 | 11% |
| Applications and Architecture | 2,920,569 | 2,297,497 | 2,475,204 | 8% |
| Core Business Applications Management | 4,417,084 | 4,266,049 | 3,955,442 | -7% |
| Network Engineering & Operations | 2,745,089 | 4,512,229 | 4,800,987 | 6% |
| Infrastructure & Operations | 6,159,004 | 6,173,036 | 6,479,712 | 5% |
| Total Expenditures | \$18,319,387 | \$18,839,577 | \$19,474,602 | 3% |

EXPENDITURE, REVENUE, NET TAX SUPPORT, AND FULL-TIME EQUIVALENT TRENDS



| | FY 2007 Actual | FY 2008 Actual | FY 2009 Actual | FY 2010 Actual | FY 2011 Actual | FY 2012 Actual | FY 2013 Actual | FY 2014 Actual | FY 2015 Adopted Budget | FY 2016 Adopted Budget |
|------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|------------------------|------------------------|
| EXP (000s) | \$12,913 | \$13,746 | \$14,453 | \$14,232 | \$14,679 | \$16,204 | \$16,908 | \$18,319 | \$18,840 | \$19,475 |
| REV (000s) | \$413 | \$371 | \$292 | \$262 | \$240 | \$235 | \$233 | \$239 | - | - |
| NTS (000s) | \$12,500 | \$13,375 | \$14,161 | \$13,970 | \$14,439 | \$15,969 | \$16,675 | \$18,080 | \$18,840 | \$19,475 |
| FTEs | 65.70 | 67.75 | 70.00 | 70.00 | 70.00 | 71.00 | 74.00 | 73.00 | 72.00 | 78.00 |

- The FY 2009 actuals reflect the expenses associated with the transfer of the Website Team from the Department of Libraries to the Department of Technology Services (\$501,692, 2.0 FTEs).

| Fiscal Year | Description | FTEs |
|-------------|--|---|
| FY 2007 | <ul style="list-style-type: none"> ▪ Transferred all debt service funding from DTS to Non-Departmental lease purchase accounts (\$2,139,825). ▪ Increased contractual obligations (\$111,596) for ongoing contractual services due to inflationary increases. | |
| FY 2008 | <ul style="list-style-type: none"> ▪ Increased contractual obligations (\$139,000) for ongoing contractual services due to inflationary increases. ▪ Added expenses for Granicus Meeting Management software to include licensing costs (\$13,200) as well as the servers required to run the application (\$20,000). ▪ <i>Includes the transfer as an FY 2008 supplemental appropriation of two positions from the Department of Management and Finance for the PRISM Team.</i> ▪ FTE rounding adjustment. | 2.0 0.05 |
| FY 2009 | <ul style="list-style-type: none"> ▪ The County Board eliminated a vacant Administrative Assistant position (\$31,363, 1.0 FTE) in the Office of the Chief Information Officer. ▪ Transferred 1.0 FTE from Human Resources to DTS for PRISM Support. ▪ Non-personnel increases reflect non-discretionary contract increases partially offset by service reductions in Network and Infrastructure support (\$160,000), the elimination of a test instance for the PRISM database (\$70,000), and various reductions to outside consultants (\$85,000), contracted staff (\$26,194), training (3,500) and travel (5,000). ▪ <i>Includes the transfer as an FY 2008 supplemental appropriation of two positions from Libraries for web technical services.</i> ▪ <i>Includes a technical correction to the FTE count for the Department.</i> | (1.0) 1.0 2.0 0.25 |
| FY 2010 | <ul style="list-style-type: none"> ▪ The County Board added funding for a one-time lump-sum payment of \$500 for employees (\$40,159). ▪ Transfer of 1.0 FTE to the Human Resources Department (\$104,431) and reduction in the use of administrative contractual services (\$62,312) as part of a consolidation of reception services between the Departments of Management and Finance, Human Resources and Technology Services. ▪ Added funding for an overstrength position (\$139,252) in the Applications Division to work on application development and implementation efforts. ▪ Eliminated the e-Government Services Director (\$182,788, 1.0 FTE) and an Applications Developer (\$87,839, 1.0 FTE) in the Applications Services Division, and repurposed these positions to allow DTS to convert two analyst positions currently filled by contractors to FTEs. By converting contractors to full time employees, the Application Services Division reduced contracting costs by \$374,400, resulting in a net savings to the County of \$103,773. ▪ Reduced contract costs associated with the County website (\$51,242), County mainframe contract costs (\$144,000), maintenance and support | (1.0) |

| Fiscal Year | Description | FTEs |
|-------------|--|------------|
| | <p>contract costs (\$137,752), and maintenance and support contract costs for Microsoft Messaging Enterprise Agreement and Envision software (\$153,000).</p> <ul style="list-style-type: none"> ▪ Eliminated the contracted Telecommunications Manager (\$150,000) in the Infrastructure and Network Services Division. ▪ Eliminated one of two high-speed, high-volume network printers (\$25,000). ▪ Eliminated two of five Network Analyst positions in the Infrastructure and Network Services Division (\$211,646, 2.0 FTE), and repurpose these positions to allow DTS to convert two positions currently filled by contractors to FTEs. By converting contractors to full time employees, the Division will reduce contracting costs by \$271,949 resulting in a net savings to the County of \$60,303. ▪ Converted an overstrength position into full time position (\$106,649, 1.0 FTE) to support current demands on the PRISM system. ▪ Increased funding for non-discretionary contract increases (\$142,095). | 1.0 |
| FY 2011 | <ul style="list-style-type: none"> ▪ The County Board added contractual support funding to help manage and maintain the new ACE System implemented in the Office of the Treasurer and the Office of the Commissioner of the Revenue (\$378,000, consisting of \$250,000 in ongoing funding, and \$128,000 in one-time support to be replaced in FY 2012 with funds and a position reallocated from the Treasurer's Office). ▪ Eliminated support for premised-based Microsoft Sharepoint (\$18,000). ▪ Eliminated the web content management system consulting costs (\$30,000). ▪ Eliminated the Information Systems Analyst in Core Business Applications (\$127,808, 1.0 FTE). ▪ Reduced Oracle hosting costs from \$310,000 to \$250,000 (\$60,000). ▪ Reduced operating equipment costs (\$95,567). ▪ Reduced contract labor costs (\$55,000) to reflect equivalent of one week furlough. ▪ Converted two positions currently filled by contractors to FTEs (\$255,440, 2.0 FTEs). Contract labor costs will be reduced by \$305,440 resulting in net savings of \$50,000. ▪ Increased funding for non-discretionary contract increases (\$171,281). | (1.0) |
| FY 2012 | <ul style="list-style-type: none"> ▪ The County Board restored 1.0 FTE to support mission-critical systems (\$137,500). ▪ Reallocated two positions - one from the Treasurer's office and one from the Commissioner of Revenue – to support ACE operations (\$260,311, 2.0 FTEs). ▪ Non-personnel costs increase primarily due to operating costs related to moving the County's email system to a hosted provider (\$283,552), costs for server support and offsite data back-up for the new Real Estate Assessment and Appraisal system (\$60,000), contract increases | 1.0 2.0 |

| Fiscal Year | Description | FTEs |
|-------------|---|--|
| | (\$10,252), and increased network operations costs for the new Artisphere facility (\$20,000). These increases are partially offset by a transfer of Network Operating Center maintenance costs to the Department of Environmental Services (\$49,000) and deduction of one-time support in FY 2011 for the ACE system (\$128,000). | |
| FY 2013 | <ul style="list-style-type: none"> ▪ The County Board added \$10,000 of one-time funding and \$20,000 of ongoing funding to support electronic court records. ▪ Increased licensing costs related to the County's email system (\$53,000), data backup system (\$38,000) and initial implementation of an encrypted email system (\$30,000). ▪ Increased bandwidth costs for one of the County's internet circuits (\$86,820). ▪ Increased support costs for the County's Emergency Communications Center (\$100,000). ▪ Addition of a security engineer contractor (\$244,400). ▪ <i>One position was transferred from the Printing Fund to create a Chief Records Management Officer.</i> ▪ <i>One position was transferred from the Office of Emergency Management to create the Public Safety Technology Coordinator.</i> | <p>1.0</p> <p>1.0</p> |
| FY 2014 | <ul style="list-style-type: none"> ▪ Increased software license and maintenance costs (\$133,215). ▪ Increased network support costs related to the new Arlington Mill Community Center (\$14,439). ▪ Eliminated the SharePoint Administrator position (\$128,912). ▪ Eliminated a Senior IT Analyst/Project Manager position (\$166,050). ▪ Eliminated the Electronic Records Management (ERMS) OnBase Technical Lead position (\$185,768). ▪ Eliminated after hours support for the Help Desk (\$25,000). ▪ Removal of FY 2013 one-time funding for electronic court records (\$10,000). ▪ Decreased revenue due to the expiration of the cable franchise agreement with Comcast. ▪ <i>In FY 2014, the County entered an enterprise agreement with Microsoft in order to more efficiently purchase currently-used Office software and to add several collaboration and productivity software products to the suite of tools (\$538,438).</i> | <p>(1.0)</p> <p>(1.0)</p> <p>(1.0)</p> |
| FY 2015 | <ul style="list-style-type: none"> ▪ A Public Safety Technology Coordinator position was transferred from DTS to Police (\$171,805). ▪ Reallocated ConnectArlington maintenance costs from Non-Departmental to DTS (\$300,000) and added additional funding (\$115,879). ▪ Added ongoing funding for Systems Center Configuration Management, Mobile Device Management, and Network Security Audits (\$305,440). | <p>(1.0)</p> |

| Fiscal Year | Description | FTEs |
|-------------|---|------------|
| FY 2016 | <ul style="list-style-type: none"><li data-bbox="289 312 1312 373">▪ The County Board reduced non-personnel funding for Electronic Records Management System (ERMS) support (\$38,250).<li data-bbox="289 384 1312 445">▪ The County Board approved the conversion of contractor positions to County Staff to realize net non-personnel savings (\$152,939).<li data-bbox="289 455 1312 516">▪ Addition of a Project Manager and Administrative Specialist associated with the operation of the second phase of Connect Arlington (\$208,000.).<li data-bbox="289 527 1312 588">▪ Addition of operating costs for the second phase of Connect Arlington (\$292,000). | 4.0 2.0 |