Office of the Chief Financial Officer

FY 2004 Authority	FY 2004 - FY 2009 Authority	Number of Projects	Number of Sub-projects
$26,015,000	$34,315,000	4	9

The mission of the Office of the Chief Financial Officer (OCFO) is to provide financial management services to the government and people of the District of Columbia to sustain long-term fiscal and economic viability.

FY 2004 New Project Summary

Project: Executive Information System Financial Application - $2,000,000

Project Description

Executive Information System Financial Application or CFO$ource will provide agency heads and District stakeholders with timely and accurate information to make sound management and policy decisions. CFO$ource is an Intranet based system using EIS reporting tools to provide information reports, charts, and graphs.

Project: Real Property System Enhancements - $2,500,000

Project Description

The project will fully integrate the CAMA (Computer Assisted Mass Appraisal) System, Real Property Billing System, and Integrated Tax System with GIS (Geographic Information System) to support comprehensive review and assessment of the District's real property tax base.Costs associated with funding for the Payroll/Personnel System is to support the legacy payroll system, UPPS until the District implements a new payroll system. Only required modifications will be implemented such as the changes required for the payroll consolidation project, performance based budgeting and updates needed to be in compliance with changes in labor agreements. The project costs represent the expense of contractual services that provide ongoing problem resolution, general maintenance and resources for special projects, such as ASMP.

Project: Payroll/Personnel System - $5,500,000

Project Description

Costs associated with funding for the Payroll/Personnel System is to support the legacy payroll system, UPPS until the District implements a new payroll system. Only required modifications will be implemented such as the

changes required for the payroll consolidation project, performance based budgeting and updates needed to be in compliance with changes in labor agreements. The project costs represent the expense of contractual services that provide ongoing problem resolution, general maintenance and resources for special projects, such as ASMP.

Project: Budget System Module - $3,500,000

Project Description

Costs associated with the implementation of a Budget System Module to automate the financial management system which replaces existing legacy systems, including modules for general ledger executive reporting. Funding for this project will address a critical need in formulating both the operating and capital budgets for the District.

Project: Interim System Improvements - $2,325,000

Project Description

Interim System improvements project will support improved tax administration by cleaning and interfacing multiple data sources so that information can be easily accessed through a centralized data warehouse, including records from the real property systems. The project also provides for regular upgrades to hardware and software, and for the technical skills needed to manage this infrastructure, and will provide infrastructure and technical support in the imaging of returns as part of the implementation of the Integrated Tax System. Additional system enhancements will include development of a comprehensive correspondence and customer contact tracking system.

Project: Data Warehouse Implementation- $3,500,000

Project Description

The Data Warehouse Implementation project will leverage the integrated tax systems and support comprehensive implementation of the Clean Hands legislation. The data warehouse will allow an agency to review all debts and obligations owed by an individual or entity to any other District agency, as well as performing data matching to identify potential compliance issues. As a result, the District will have better overall collections of tax and other receivables.

Agency Summary

Agency Code: Agency Name:

AT0 Office of the Chief Financial Officer

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	8,886	2,100	10,986	1,100	0	0	0	0	0	1,100	12,086
(03) Project Management	16,559	0	16,559	0	0	0	0	0	0	0	16,559
(04) Construction	29,859	75	29,934	0	0	0	0	0	0	0	29,934
(05) Equipment	74,940	26,351	101,291	24,915	7,700	600	0	0	0	33,215	134,506
Total:	130,244	28,526	158,770	26,015	7,700	600	0	0	0	34,315	193,085

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
General Obligation Bonds (0300)	4,163	837	5,000	0	0	0	0	0	0	0	5,000
Pay Go (0301)	6,000	0	6,000	0	0	0	0	0	0	0	6,000
Alternative Financing (0303)	120,082	27,689	147,771	26,015	7,700	600	0	0	0	34,315	182,086
Total:	130,244	28,526	158,770	26,015	7,700	600	0	0	0	34,315	193,085

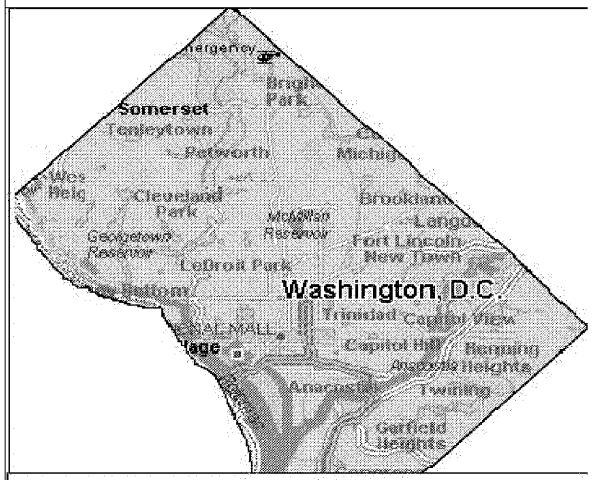
Agency Description:

Office of the Chief Financial Officer (AT)

The Office of the Chief Financial Officer (OCFO) was established in 1995 with the enactment of Public Law 104-8, the District of Columbia Financial Responsibility and Management Assistance Act. The Act consolidated the financial activities of the District under the authority of the Chief Financial Officer. The work of the OCFO is carried out through seven major divisions: the Office of Policy and Operating Support which provides overall guidance to financial operations; the Office of Financial Operations and Systems which is responsible for accounting and internal controls; the Office of Budget and Planning which is the principal advisor and management of the budget; the Office of Grants Management and Development which strives to maximize utilization of federal funding and corporate resources; the Office of Tax and Revenue which is responsible for tax compliance and collections; the Office of the Chief Information Officer which is responsible for management information systems; and the Office of Finance and Treasury which is responsible for cash management, debt management, and vendor payments.

The OCFO capital program provides funding for new automated systems that are at the heart of the district financial operations: The new Financial Management System (SOAR), implemented beginning in FY 1999, and the Comprehensive Payroll and Personnel System (CAPPS). Funding is also provided to improve the information technology systems in the Office of Tax and Revenue, including the development and implementation of an integrated tax information and processing system (ITS). This year's capital plan adds funding to renovated facilities housing the D.C. share computer center and the Office of Pay and Retirement.

MAP



AT Agency Summary

Project Summary

Project Code:	Agency Code:	Implementing Agency Code:	Agency Name:
AT1	**AT0**	**AT0**	**Office of the Chief Financial Officer**

Project Name:
Facility Improvements

Implementing Agency Name:
Office of the Chief Financial Officer

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	300	0	300	0	0	0	0	0	0	0	300
(04) Construction	508	75	583	0	0	0	0	0	0	0	583
(05) Equipment	3,355	762	4,117	0	0	0	0	0	0	0	4,117
Total:	4,163	837	5,000	0	0	0	0	0	0	0	5,000

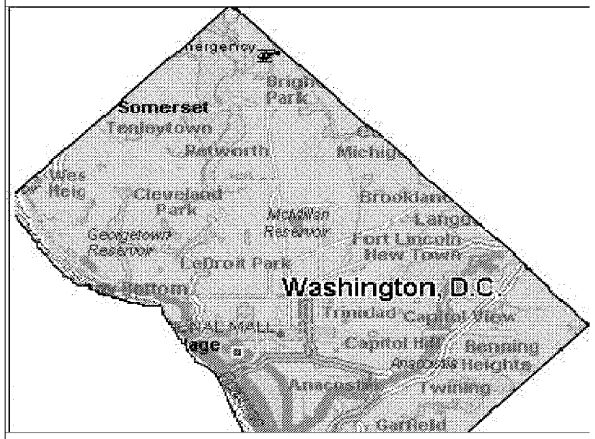
FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
General Obligation Bonds (0300)	4,163	837	5,000	0	0	0	0	0	0	0	5,000
Total:	4,163	837	5,000	0	0	0	0	0	0	0	5,000

Project Description:

This renovation project will bring the building at 410 E Street to code, provide for more workspace, replace the elevated floor in the computer room, dismantle and remove old equipment, and install a document management system and systems servers. The completed project will provide more workspace through more efficient utilization of space, and a safer, more secure facility through the upgrade of utilities. Further, new equipment and communications lines will enable faster production of payroll jobs, cutting down on unnecessary trips to other facilities. At the SHARE Computer Center, located at 222 Massachusetts Avenue, NW, this project will replace the HVAC equipment in the building, replace/upgrade the elevator, and bring facilities up to modern building codes, including making it handicapped accessible. In addition, the space will be reconfigured to house additional staff (between 15-20), allowing consolidation of space being utilized at 410 E Street.

MAP



Project AT1 w/Subproject

Office of the Chief Financial Officer

Project Code:	SubProject Code:	Agency Code:	Implementing Agency Code:	Fund:
AT1	**01**	**AT0**	**AT0**	**0300**

Project Name: **Facility Improvements**

Sub Project Name: **E Street Facility Upgrade**

Implementing Agency Name: **Office of the Chief Financial Officer**

Subproject Location: **410 E Street, NW**

ANNUAL OPERATING BUDGET IMPACT

FTE's:

Personnel Services:

Non Personnel Services:

Maintenance Costs:

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	300	0	300	0	0	0	0	0	0	0	300
(04) Construction	508	75	583	0	0	0	0	0	0	0	583
(05) Equipment	3,355	762	4,117	0	0	0	0	0	0	0	4,117
Total:	4,163	837	5,000	0	0	0	0	0	0	0	5,000

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
General Obligation Bonds (0300)	4,163	837	5,000	0	0	0	0	0	0	0	5,000
Total:	4,163	837	5,000	0	0	0	0	0	0	0	5,000

Milestone Data

Initial Authorization Date:	2001
Inital Cost:	813
Implementation Status:	Ongoing Subprojects
UsefulLife:	30
Ward:	2
CIP Approval Criteria:	Efficiency Improvements
Functional Category:	Physical Plant
Mayor's Policy Priority:	Making Government Work
Program Category:	Gov't Direction & Support

	Scheduled	Actual
Development of Scope:	1/30/01	
Approval of A/E:	2/30/01	
Notice to Proceed:	3/30/01	
Final design Complete:	5/30/01	
OBP Executes Condt Contract:	7/15/01	
NTP for Construction:	7/30/01	
Construction Complete:	10/30/03	
Project Closeout Date:	9/30/04	

Subproject Description:

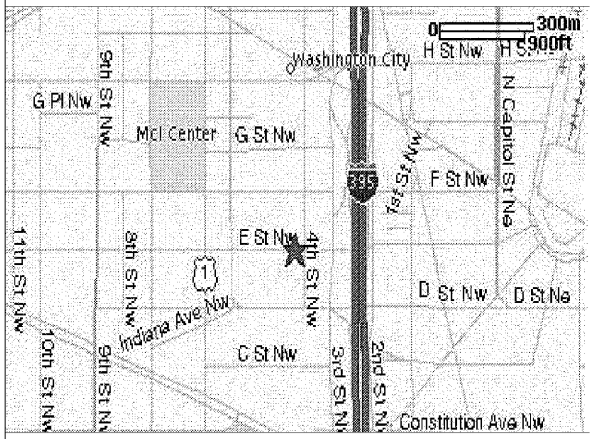
This project provides for the renovation of the OCFO facility located 410 E Street. This renovation project will bring the building to code, provide for more workspace, replace the elevated floor in the computer room, dismantle and remove old equipment, and install a documents management system and systems servers.

Scope of Work

The scope of work will include, but not be limited to the following:

Architectural design to plan space reconfiguration, rewiring of the facility, and relocation of large equipment, including the high-speed printers;
Building construction, with plumbing and electrical upgrades, including high-speed data lines;
Replacement of HVAC, security, and other equipment;
Upgrade of elevator equipment and parking area to ensure handicapped access; and
Purchase and installation of document management system and new servers.

MAP



410 E Street, NW

Project Summary

Project Code:	Agency Code:	Implementing Agency Code:	Agency Name:
AT2	**AT0**	**AT0**	**Office of the Chief Financial Officer**

Project Name:
Facility Consolidation

Implementing Agency Name:
Office of the Chief Financial Officer

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	0	1,000	1,000	0	0	0	0	0	0	0	1,000
Total:	0	1,000	1,000	0	0	0	0	0	0	0	1,000

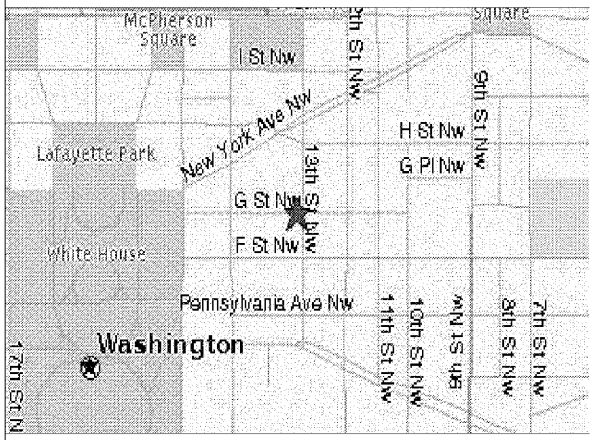
FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
Alternative Financing (0303)	0	1,000	1,000	0	0	0	0	0	0	0	1,000
Total:	0	1,000	1,000	0	0	0	0	0	0	0	1,000

Project Description:

Currently the DC Chief Financial Officer is dispersed, and occupies office space at a variety of locations within the District. Approximately 1400 people in eight sub agencies are housed at four separate locations. Two major sites are 941 N. Capital Street, NE and 441 4th St. NW. Approximately 220 people from these sites and another 128 from smaller locations need to be move to another location to more centralize the operations of the CFO's office. The funds in this request are to cover the cost of infrastructure changes to the G Street location and the moving cost. The 14th and G Street location has chosen because the CFO's office and that of his immediate staff are in the Wilson Building, approximately two blocks away. The OFCO experiences higher than normal costs due to the scattered nature of its operation. This monetary cost will be greatly minimized through the planned consolidation while efficiencies may be realized from and operational standpoint.

MAP



Project AT2 w/Subproject

Office of the Chief Financial Officer

Project Code:	SubProject Code:	Agency Code:	Implementing Agency Code:	Fund:
AT2	**29**	**AT0**	**AT0**	**0300**

Project Name: **Facility Consolidation**

Sub Project Name: **Site Acquisition**

Implementing Agency Name: **Office of the Chief Financial Officer**

Subproject Location: **13th & G Street, NW**

ANNUAL OPERATING BUDGET IMPACT

FTE's:

Personnel Services:

Non Personnel Services:

Maintenance Costs:

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	0	1,000	1,000	0	0	0	0	0	0	0	1,000
Total:	0	1,000	1,000	0	0	0	0	0	0	0	1,000

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
Alternative Financing (0303)	0	1,000	1,000	0	0	0	0	0	0	0	1,000
Total:	0	1,000	1,000	0	0	0	0	0	0	0	1,000

Milestone Data

Initial Authorization Date:	2003
Inital Cost:	1,000
Implementation Status:	New
UsefulLife:	30
Ward:	2
CIP Approval Criteria:	Health and Safety Issue
Functional Category:	Physical Plant
Mayor's Policy Priority:	Making Government Work
Program Category:	Gov't Direction & Support

	Scheduled	Actual
Development of Scope:		
Approval of A/E:		
Notice to Proceed:		
Final design Complete:		
OBP Executes Condt Contract:		
NTP for Construction:		
Construction Complete:		
Project Closeout Date:		

Subproject Description:

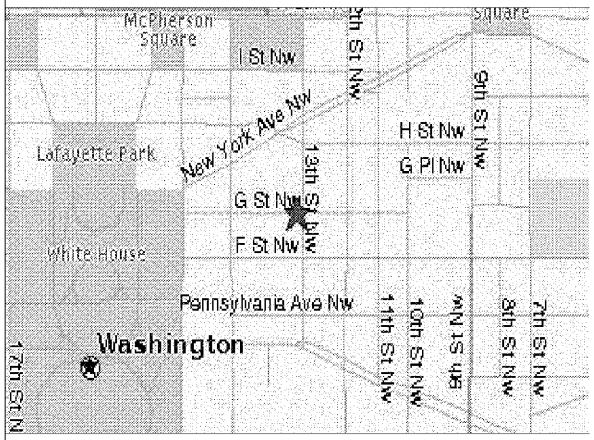
Currently the DC Chief Financial Officer is dispersed, and occupies office space at a variety of locations within the District. Approximately 1400 people in eight sub agencies are housed at four separate locations. Two major sites are 941 N. Capital Street, NE and 441 4th St. NW. Approximately 220 people from these sites and another 128 from smaller locations need to be move to another location to more centralize the operations of the CFO's office. The funds in this request are to cover the cost of infrastructure changes to the G Street location and the moving cost. The 14th and G Street location has chosen because the CFO's office and that of his immediate staff are in the Wilson Building, approximately two blocks away. The OFCO experiences higher than normal costs due to the scattered nature of its operation. This monetary cost will be greatly minimized through the planned consolidation while efficiencies may be realized from and operational standpoint.

Scope of Work

The scope of work include, but not limited to the following:

Build out office space at G Street;
Movement of files and furniture; and
Off-cite storage of OFCO furniture pending the availability of space not yet vacant.

MAP



13th & G Street, NW

Project Summary

Project Code:	Agency Code:	Implementing Agency Code:	Agency Name:
BF2	**AT0**	**AT0**	**Office of the Chief Financial Officer**

Project Name:
Fin. Con. Sys. Impr

Implementing Agency Name:
Office of the Chief Financial Officer

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	300	1,100	1,400	1,100	0	0	0	0	0	1,100	2,500
(05) Equipment	16,653	8,075	24,728	13,090	600	600	0	0	0	14,290	39,018
Total:	16,953	9,175	26,128	14,190	600	600	0	0	0	15,390	41,518

FUNDING SCHEDULE

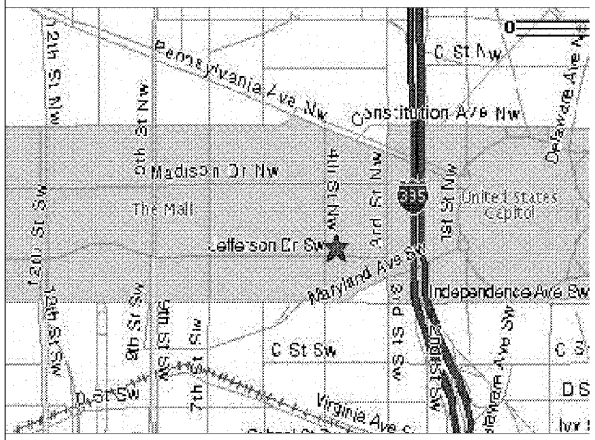
Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
Pay Go (0301)	6,000	0	6,000	0	0	0	0	0	0	0	6,000
Alternative Financing (0303)	10,953	9,175	20,128	14,190	600	600	0	0	0	15,390	35,518
Total:	16,953	9,175	26,128	14,190	600	600	0	0	0	15,390	41,518

Project Description:

Implement, install and operate an updated, automated financial management system to replace legacy system, including modules for general ledger executive reporting, fixed asset management, activity based costing and budget preparation. Associated with this work is coordinated work on the payroll system, to replace an automated data interface to the financial management system for accounting data from payroll.

Impacts on the operating budget include the following: improved management of resources through accurate reporting, savings in labor costs associated with manual budget and payroll processes, and identification of potential savings through systems that facilitate benchmarking of activity costs. The community will benefit from improved financial management of agencies providing core services and better overall management of public resources.

MAP



Project BF2 w/Subprojects

Office of the Chief Financial Officer

Project Code:	SubProject Code:	Agency Code:	Implementing Agency Code:	Fund:
BF2	**04**	**AT0**	**AT0**	**0300**

Project Name: **Fin. Con. Sys. Impr**

Sub Project Name: **Payroll/Personnel System**

Implementing Agency Name: **Office of the Chief Financial Officer**

Subproject Location: **441 4th Street, NW**

ANNUAL OPERATING BUDGET IMPACT

FTE's:

Personnel Services:

Non Personnel Services:

Maintenance Costs:

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	300	0	300	0	0	0	0	0	0	0	300
(05) Equipment	16,653	6,000	22,653	5,500	0	0	0	0	0	5,500	28,153
Total:	16,953	6,000	22,953	5,500	0	0	0	0	0	5,500	28,453

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
Pay Go (0301)	6,000	0	6,000	0	0	0	0	0	0	0	6,000
Alternative Financing (0303)	10,953	6,000	16,953	5,500	0	0	0	0	0	5,500	22,453
Total:	16,953	6,000	22,953	5,500	0	0	0	0	0	5,500	28,453

Milestone Data

Initial Authorization Date:	1992
Inital Cost:	6,535
Implementation Status:	Under construction
UsefulLife:	15
Ward:	2
CIP Approval Criteria:	Efficiency Improvements
Functional Category:	Technology
Mayor's Policy Priority:	Making Government Work
Program Category:	Gov't Direction & Support

	Scheduled	Actual
Development of Scope:	10/01/94	10/1/94
Approval of A/E:		
Notice to Proceed:		
Final design Complete:		
OBP Executes Condt Contract:	7/1/97	7/1/97
NTP for Construction:		
Construction Complete:	9/1/99	
Project Closeout Date:	9/30/00	

Subproject Description:

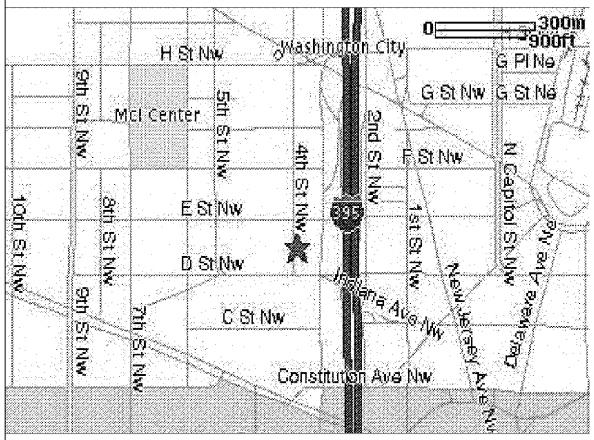
The purpose of this project is to support the legacy payroll system, UPPS until the District implements a new payroll system. Only required modifications will be implemented such as the changes required for the payroll consolidation project, performance based budgeting and updates needed to be in compliance with changes in labor agreements. The project costs represent the expense of contractual services that provide ongoing problem resolution, general maintenance and resources for special projects, such as ASMP.

Scope of Work

The scope of work include, but not limited to the following:

Implement interim position control;
Provide support for ASMP;
Provide payroll support and normal maintenance;
Integrated software development and installation; and
Employee processing module on-line.

MAP



441 4th Street, NW

Office of the Chief Financial Officer

Project Code:	SubProject Code:	Agency Code:	Implementing Agency Code:	Fund:
BF2	**08**	**AT0**	**AT0**	**0300**

Project Name: **Fin. Con. Sys. Impr**

Sub Project Name: **Budget System Module**

Implementing Agency Name: **Office of the Chief Financial Officer**

Subproject Location: **441 4th Street, N.W.**

ANNUAL OPERATING BUDGET IMPACT

FTE's:

Personnel Services:

Non Personnel Services:

Maintenance Costs:

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	0	1,100	1,100	1,100	0	0	0	0	0	1,100	2,200
(05) Equipment	0	2,075	2,075	5,590	600	600	0	0	0	6,790	8,865
Total:	0	3,175	3,175	6,690	600	600	0	0	0	7,890	11,065

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
Alternative Financing (0303)	0	3,175	3,175	6,690	600	600	0	0	0	7,890	11,065
Total:	0	3,175	3,175	6,690	600	600	0	0	0	7,890	11,065

Milestone Data

Initial Authorization Date:	2003
Inital Cost:	11,065
Implementation Status:	Authority not yet approved
UsefulLife:	30
Ward:	2
CIP Approval Criteria:	Efficiency Improvements
Functional Category:	Technology
Mayor's Policy Priority:	Making Government Work
Program Category:	Gov't Direction & Support

	Scheduled	Actual
Development of Scope:		
Approval of A/E:		
Notice to Proceed:		
Final design Complete:		
OBP Executes Condt Contract:		
NTP for Construction:		
Construction Complete:		
Project Closeout Date:		

Subproject Description:

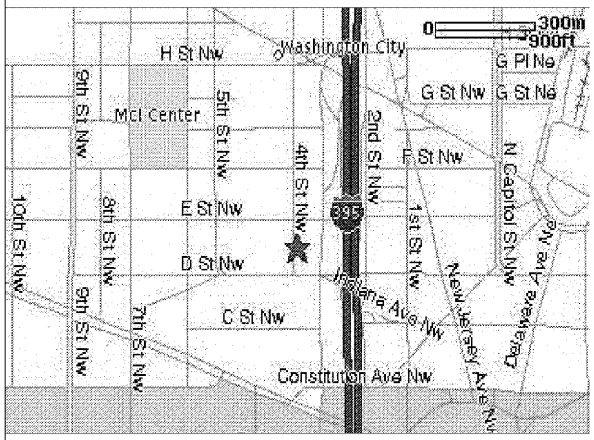
The project includes the development of an information technology solution for budget formulation that is based on agency strategic business plan, SOAR system integration and performance management. The project includes concurrent activities of developing a budget formulation system and a performance management system to support the implementation of the performance based budgeting and the District's strategic management cycle. The first phase of the PBB implementation included seven operating agencies, but phases II and III will bring PBB to the rest of the city agencies. This IT solution will leverage the business planning that already taken place for phase I and integrate future business planning and performance for phases II and III. Additionally, the budget formulation system will greatly enhance OBP's efforts in budget execution and expenditure projections.

Scope of Work

Major milestones for this project include:

Requirements analysis for a budget formulation and performance management system;
Business and performance planning for 20 cabinet agencies;
Performance training (process and systems) for PBB Phase I agencies;
System design, procurement, testing; and
FY 2004 budget process development/integration with IT system.

MAP



441 4th Street, N.W.

Office of the Chief Financial Officer

Project Code:	SubProject Code:	Agency Code:	Implementing Agency Code:	Fund:
BF2	**11**	**AT0**	**AT0**	**0300**

Project Name: **Fin. Con. Sys. Impr**

Sub Project Name: **Executive Information System Financial**

Implementing Agency Name: **Office of the Chief Financial Officer**

Subproject Location: **810 1st Street, NE**

ANNUAL OPERATING BUDGET IMPACT

FTE's:

Personnel Services:

Non Personnel Services:

Maintenance Costs:

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(05) Equipment	0	0	0	2,000	0	0	0	0	0	2,000	2,000
Total:	0	0	0	2,000	0	0	0	0	0	2,000	2,000

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
Alternative Financing (0303)	0	0	0	2,000	0	0	0	0	0	2,000	2,000
Total:	0	0	0	2,000	0	0	0	0	0	2,000	2,000

Milestone Data

Initial Authorization Date:	2004
Inital Cost:	3,500
Implementation Status:	New
UsefulLife:	30
Ward:	2
CIP Approval Criteria:	Efficiency Improvements
Functional Category:	Technology
Mayor's Policy Priority:	Making Government Work
Program Category:	Gov't Direction & Support

	Scheduled	Actual
Development of Scope:		
Approval of A/E:		
Notice to Proceed:		
Final design Complete:		
OBP Executes Condt Contract:		
NTP for Construction:		
Construction Complete:		
Project Closeout Date:		

Subproject Description:

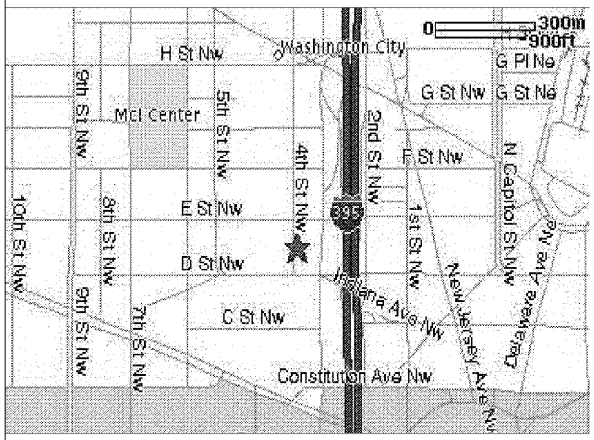
The ad hoc financial reporting system, CFO$ource was conceived to give senior district officials and financial analysts both detail and summary level, current information regarding their financial status. The existing system is a start to encourage further development. CFO$ource will provide agency heads and District stakeholders with timely and accurate information to make sound management and policy decisions.

CFO$ource is an Intranet based system using EIS reporting tools to provide information reports, charts, and graphs.

Scope of Work

Specific planned enhancements are:
To improve the ability of the executive/casual user to navigate and use the system; develop the system's infrastructure; build a better backup system; upgrade the software to the most current release; perform performance tuning; add more storage capacity on the server; improve software distribution.
To develop a training program; instruction manuals; online courses; cd-based instructions
To develop district employees with this expertise.
To increase the available information in the system; revenue, grants and projections.

MAP



810 1st Street, NE

Project Summary

Project Code:	Agency Code:	Implementing Agency Code:	Agency Name:
CSP	**AT0**	**AT0**	**Office of the Chief Financial Officer**

Project Name:
Comp. Sys. Project

Implementing Agency Name:
Office of the Chief Financial Officer

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	8,286	0	8,286	0	0	0	0	0	0	0	8,286
(03) Project Management	16,559	0	16,559	0	0	0	0	0	0	0	16,559
(04) Construction	29,352	0	29,352	0	0	0	0	0	0	0	29,352
(05) Equipment	54,931	17,514	72,445	11,825	7,100	0	0	0	0	18,925	91,370
Total:	109,128	17,514	126,642	11,825	7,100	0	0	0	0	18,925	145,567

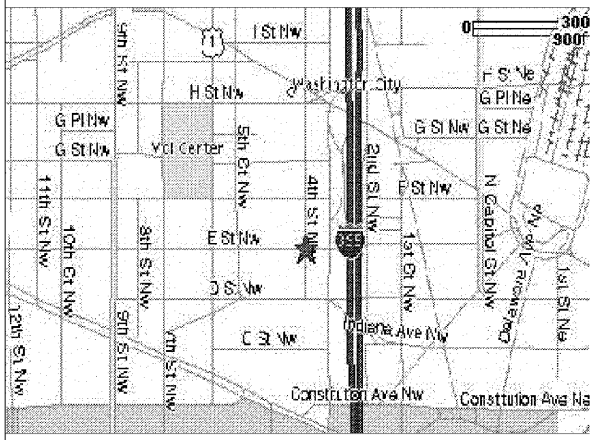
FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
General Obligation Bonds (0300)	0	0	0	0	0	0	0	0	0	0	0
Alternative Financing (0303)	109,128	17,514	126,642	11,825	7,100	0	0	0	0	18,925	145,567
Total:	109,128	17,514	126,642	11,825	7,100	0	0	0	0	18,925	145,567

Project Description:

Improve the automated systems relating to the administration of income, business and real property taxes. OTR's current automation initiative is the development of an integrated tax information and processing system. The system will include OTR's databases for income, business, and real property taxes, and will include scanning and imaging capabilities. The system also will have the capability for electronic data interchange, such as electronic filing and electronic funds transfer, and will feature on-line data adjustment, automated scheduling and user-controlled reporting. Immediate access to accurate data will result in expanded billing and collection capabilities. Impacts on the operating budget include: more efficient deployment of staff resources and reduced need for data clean up by reengineering processes that introduce system errors. The impact on the community will be improved customer service through easy access to tax information and fewer tax processing errors that require appeal. The community will also benefit from improved revenue collections resulting from accurate data on receivables.

MAP



Project CSP w/Subprojects

Office of the Chief Financial Officer

Project Code:	SubProject Code:	Agency Code:	Implementing Agency Code:	Fund:
CSP	**02**	**AT0**	**AT0**	**0300**

Project Name: **Comp. Sys. Project**

Sub Project Name: **Interim System Improvements**

Implementing Agency Name: **Office of the Chief Financial Officer**

Subproject Location: **441 4th Street, NW**

ANNUAL OPERATING BUDGET IMPACT

FTE's:

Personnel Services:

Non Personnel Services:

Maintenance Costs:

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(05) Equipment	15,213	1,914	17,127	2,325	0	0	0	0	0	2,325	19,452
Total:	15,213	1,914	17,127	2,325	0	0	0	0	0	2,325	19,452

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
Alternative Financing (0303)	15,213	1,914	17,127	2,325	0	0	0	0	0	2,325	19,452
Total:	15,213	1,914	17,127	2,325	0	0	0	0	0	2,325	19,452

Milestone Data

Initial Authorization Date:	1991
Inital Cost:	21,521
Implementation Status:	Under construction
UsefulLife:	7
Ward:	2
CIP Approval Criteria:	Efficiency Improvements
Functional Category:	Technology
Mayor's Policy Priority:	Making Government Work
Program Category:	Gov't Direction & Support

	Scheduled	Actual
Development of Scope:		
Approval of A/E:		
Notice to Proceed:		
Final design Complete:		
OBP Executes Condt Contract:		
NTP for Construction:		
Construction Complete:		
Project Closeout Date:	9/30/06	

Subproject Description:

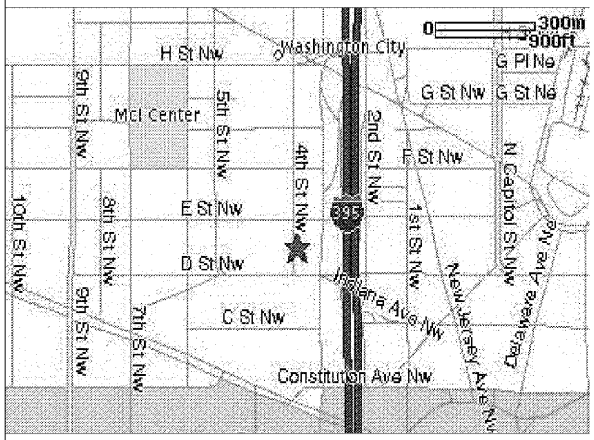
The project will improve information technology systems supporting the administration and management of income, business and real property taxes. Current systems are antiquated and poorly integrated, resulting in inefficient operations, ineffective use of resources, and lost tax revenues. The project will support improved tax administration by cleaning and interfacing multiple data sources so that information can be easily accessed through a centralized data warehouse, including records from the real property systems. The project also provides for regular upgrades to hardware and software, and for the technical skills needed to manage this infrastructure, and will provide infrastructure and technical support in the imaging of returns as part of the implementation of the Integrated Tax System. Additional system enhancements will include development of a comprehensive correspondence and customer contact tracking system.

Scope of Work

The scope of work will include, but not limited to the following:

Design and develop interfaces between interim systems and the Integrated Tax System (ITS);
Design components of the system, including subsystems that track and manage customer contacts;
Provide technical assistance necessary to support infrastructure upgrades and provide for systems management;
Provide for data base purification, data capture and integration with other agency systems; and
Upgrade and install equipment and software necessary to support implementation of ITS.

MAP



441 4th Street, NW

Office of the Chief Financial Officer

Project Code:	SubProject Code:	Agency Code:	Implementing Agency Code:	Fund:
CSP	**04**	**AT0**	**AT0**	**0300**

Project Name: **Comp. Sys. Project**

Sub Project Name: **Tax System Improvements**

Implementing Agency Name: **Office of the Chief Financial Officer**

Subproject Location: **441 4th Street, NW**

ANNUAL OPERATING BUDGET IMPACT

FTE's:	0
Personnel Services:	0
Non Personnel Services:	0
Maintenance Costs:	2,500

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	8,286	0	8,286	0	0	0	0	0	0	0	8,286
(03) Project Management	16,559	0	16,559	0	0	0	0	0	0	0	16,559
(04) Construction	29,352	0	29,352	0	0	0	0	0	0	0	29,352
(05) Equipment	39,719	14,250	53,969	0	0	0	0	0	0	0	53,969
Total:	93,916	14,250	108,166	0	0	0	0	0	0	0	108,166

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
Alternative Financing (0303)	93,916	14,250	108,166	0	0	0	0	0	0	0	108,166
Total:	93,916	14,250	108,166	0	0	0	0	0	0	0	108,166

Milestone Data

Initial Authorization Date:	1991
Inital Cost:	102,872
Implementation Status:	Under construction
UsefulLife:	7
Ward:	2
CIP Approval Criteria:	Revenue initiatives
Functional Category:	Technology
Mayor's Policy Priority:	Making Government Work
Program Category:	Gov't Direction & Support

	Scheduled	Actual
Development of Scope:		
Approval of A/E:		
Notice to Proceed:	11/97	11/97
Final design Complete:	2/00	2/00
OBP Executes Condt Contract:		11/21/98
NTP for Construction:		
Construction Complete:		
Project Closeout Date:	9/30/05	

Subproject Description:

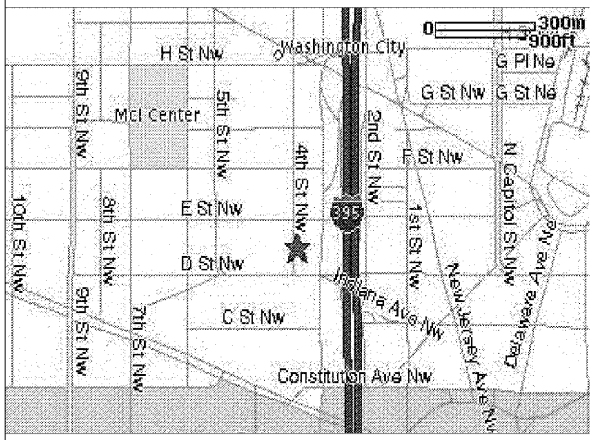
This project will improve the automated systems relating to the administration of income, business and real property taxes. The Office of Tax and Revenue (OTR's) current automation initiative is the development of integrated tax information and processing system. The system will include OTR's database for income, business, and real property taxes, and will include scanning and imaging capabilities. The system also will have the capability for electronic data interchange, such as electronic filing and electronic funds transfer, and will feature on-line data adjustment, automated scheduling and user-controlled reporting. Immediate access to accurate data will result in expanded billing and collection capabilities.

Scope of Work

The scope of work will include, but not be limited to the following:

·Design and develop a fully automated integrated tax system; install and test the new tax system.

MAP



441 4th Street, NW

Office of the Chief Financial Officer

Project Code:	SubProject Code:	Agency Code:	Implementing Agency Code:	Fund:
CSP	**05**	**AT0**	**AT0**	**0300**

Project Name: **Comp. Sys. Project**

Sub Project Name: **Data Warehouse Implementation**

Implementing Agency Name: **Office of the Chief Financial Officer**

Subproject Location: **941 N Capitol Street, NE**

ANNUAL OPERATING BUDGET IMPACT

FTE's:

Personnel Services:

Non Personnel Services:

Maintenance Costs:

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(05) Equipment	0	1,350	1,350	7,000	5,000	0	0	0	0	12,000	13,350
Total:	0	1,350	1,350	7,000	5,000	0	0	0	0	12,000	13,350

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
General Obligation Bonds (0300)	0	0	0	0	0	0	0	0	0	0	0
Alternative Financing (0303)	0	1,350	1,350	7,000	5,000	0	0	0	0	12,000	13,350
Total:	0	1,350	1,350	7,000	5,000	0	0	0	0	12,000	13,350

Milestone Data

Initial Authorization Date:	2003
Inital Cost:	1,350
Implementation Status:	New
UsefulLife:	10
Ward:	2
CIP Approval Criteria:	Revenue initiatives
Functional Category:	Technology
Mayor's Policy Priority:	Making Government Work
Program Category:	Gov't Direction & Support

	Scheduled	Actual
Development of Scope:	3/30/03	
Approval of A/E:		
Notice to Proceed:		
Final design Complete:	6/30/03	
OBP Executes Condt Contract:		
NTP for Construction:		
Construction Complete:		
Project Closeout Date:	9/30/06	

Subproject Description:

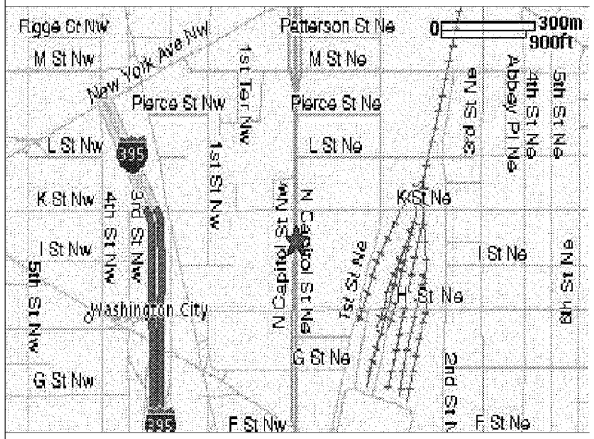
The project will leverage the integrated tax systems and support comprehensive implementation of the Clean Hands legislation. The data warehouse will allow an agency to review all debts and obligations owed by an individual or entity to any other District agency, as well as performing data matching to identify potential compliance issues. As a result, the District will have better overall collections of tax and other receivables.

Scope of Work

The scope of work will include, but not limited to the following:

Procure and install a secure server;
Program system interfaces to provide data extracts to the warehouse;
Ensure that data extracts/inquiries provide appropriate confidentiality of data;
Install secure systems for accessing the data warehouse and/or install software on user desktops, as appropriate; and
Train users on development of system inquiries.

MAP



941 N Capitol Street, NE

Office of the Chief Financial Officer

Project Code:	SubProject Code:	Agency Code:	Implementing Agency Code:	Fund:
CSP	**40**	**AT0**	**AT0**	**0300**

Project Name:	Sub Project Name:	Implementing Agency Name:
Comp. Sys. Project	**Real Property System Enhancements**	**Office of the Chief Financial Officer**

Subproject Location: **941 North Capitol Street, NE**

ANNUAL OPERATING BUDGET IMPACT

FTE's:	0
Personnel Services:	0
Non Personnel Services:	0
Maintenance Costs:	250

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(05) Equipment	0	0	0	2,500	2,100	0	0	0	0	4,600	4,600
Total:	0	0	0	2,500	2,100	0	0	0	0	4,600	4,600

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
General Obligation Bonds (0300)											
Alternative Financing (0303)	0	0	0	2,500	2,100	0	0	0	0	4,600	4,600
Total:	0	0	0	2,500	2,100	0	0	0	0	4,600	4,600

Milestone Data

Initial Authorization Date:	2004
Inital Cost:	6,100
Implementation Status:	New
UsefulLife:	10
Ward:	2
CIP Approval Criteria:	Revenue initiatives
Functional Category:	Technology
Mayor's Policy Priority:	Making Government Work
Program Category:	Gov't Direction & Support

	Scheduled	Actual
Development of Scope:	11/30/03	
Approval of A/E:	1/15/04	
Notice to Proceed:		
Final design Complete:	6/30/04	
OBP Executes Condt Contract:		
NTP for Construction:		
Construction Complete:	9/30/05	
Project Closeout Date:	9/30/05	

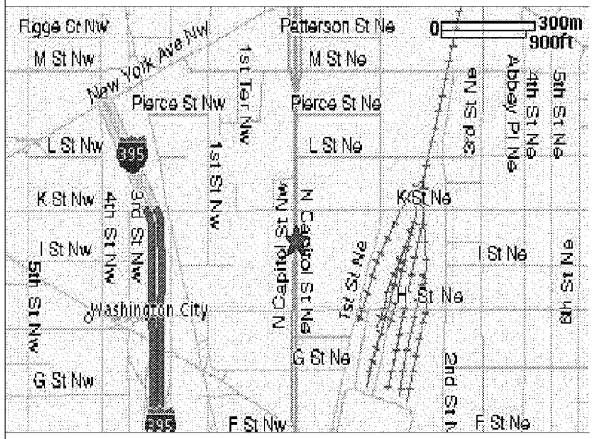
Subproject Description:

This subproject will fully integrate the CAMA (Computer Assisted Mass Appraisal) System, Real Property Billing System, and Integrated Tax System with GIS (Geographic Information System) to support comprehensive review and assessment of the District's real property tax base.

Scope of Work

Conversion of Building Sketches with the Vision CAMA (Computer Assisted Mass Appraisal) System, to support increased assessment accuracy;
Property Data Verification and Photography -- capturing digital photographs of building improvements and property address with a link to GIS/GPS;
Building Permit Integration with CAMA to more accurately track construction activity and allow improved property valuations;
GIS/CAMA Integration -- acquiring GIS for CAMA, GIS applications development and Pictometry to support assessment administration and mapping activities; and
Wireless Field Computers -- allowing the assessor to capture building data, sketch and photograph of the property, and obtain GPS data.

MAP



941 North Capitol Street, NE