Jefferson County

Full Cost Allocation Plan

FY 2012 Actual Expenditures

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Section 1 Introduction

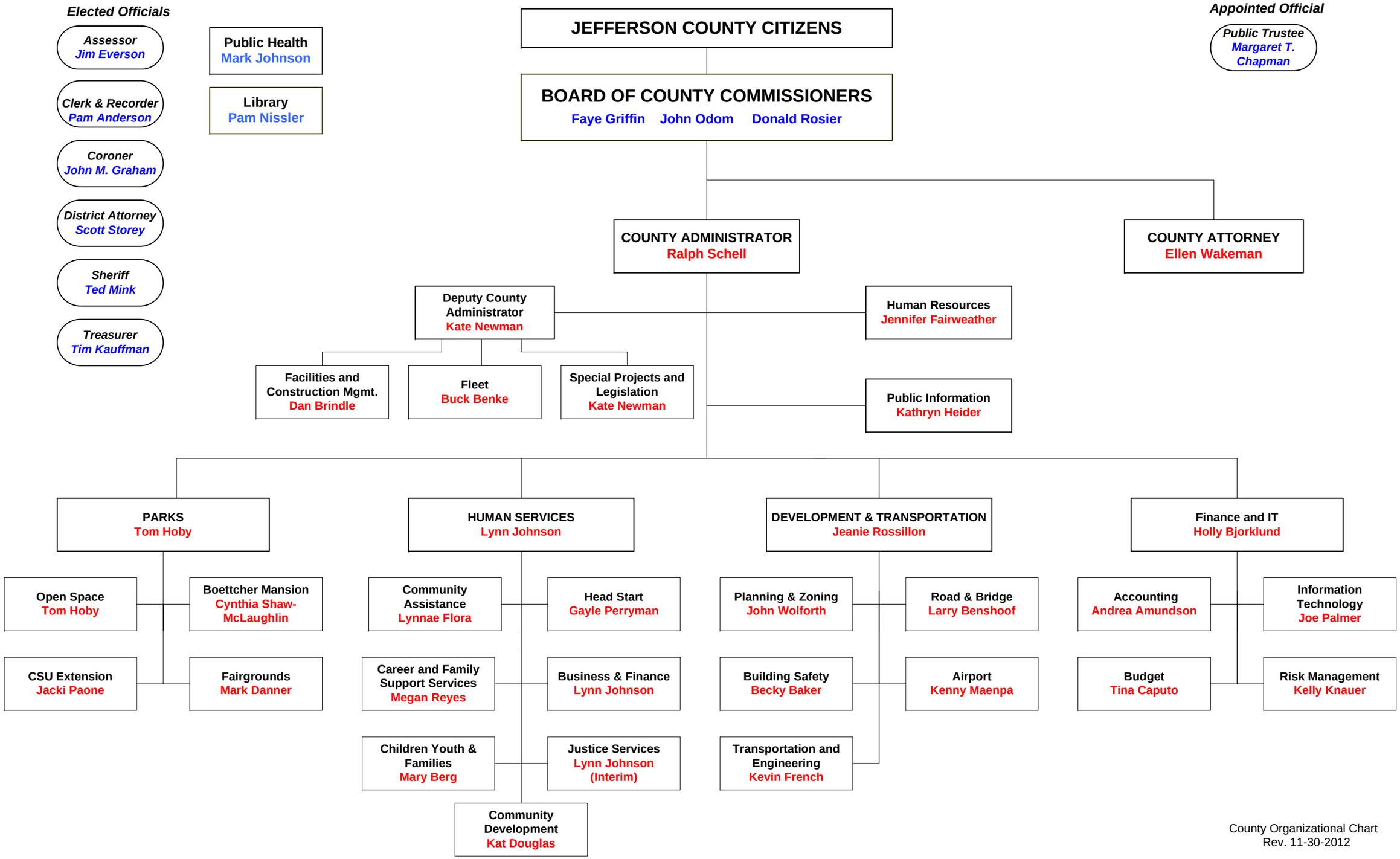
Introduction

The enclosed Full Cost Allocation Plan identifies the costs of support costs provided by central service departments of Jefferson County, Colorado (County) to the operating departments, special funds and other agencies of the County. The Plan is based on actual expenditures for fiscal year 2012. MGT of America, Inc. prepared this document at the request of the County.

The Plan is prepared in accordance with generally accepted accounting principals (GAAP) as recognized by the Governmental Accounting Standards Board (GASB). The primary principals inherent in this document are (1) costs are necessary and reasonable for proper performance of a department, division, unit and/or program (2) costs are charged to departments, divisions, units and/or programs relative to benefits received and (3) costs are consistently treated as direct or indirect.

County personnel provided the expenditure and allocation data to MGT consultants. MGT consultants then prepared the Plan utilizing a double step-down methodology.

Section 2 Organization Chart



County Organizational Chart
Rev. 11-30-2012

Section 3 Reading the Cost Allocation Plan

Reading A Cost Allocation Plan

Overview

The Full Cost Allocation Plan is a document that distributes, or allocates, County indirect costs. Indirect costs are those costs incurred by County departments that benefit other County departments. Examples of County indirect costs are administration, accounting and information technology.

The primary purpose for preparing the Cost Allocation Plan is to identify the appropriate division and department indirect costs for FY2012.

The significant steps involved in preparing the Cost Allocation Plan include the following:

- Identify the County departments that provide support to other County departments. These departments are referred to as central service or allocating departments.

- Identify the County departments that receive support from other County departments. These departments are referred to as grantee or receiving departments.

- Accumulate the allowable actual expenditures of the County departments that provide support to other County departments.

- Distribute, or allocate, the allowable expenditures of the County departments that provide support to other County departments based on available, meaningful,

measurable and auditable allocation statistics that match the service provided to the service received.

Process

A double-step down allocation methodology is used to allocate the allowable costs of the central service departments. This methodology recognizes the cross support provided between central service departments. For example, accounting supports information technology by providing payroll, paying vouchers and preparing a budget. Information technology, however, also supports accounting by providing software and hardware and by maintaining and administering various applications and systems.

The double-step down methodology requires an initial sequencing of allocating departments. In the first step of the double-step methodology, allowable costs from central service departments are allocated in the sequence selected to all County departments, divisions and funds; including to other central service departments. The second step in the double-step down methodology is made to fully account for the cross support provided between central service departments. Central service departments are closed after the second step in the double-step down allocation methodology.

Sections

Table of Contents

The first few pages of the Cost Allocation Plan are the Table of Contents. The column on the left side of the pages lists the central service, or allocating, departments. Each central

service department is broken down into functions. Functions are the specific services provided by a particular department. The middle column lists the allocation base for each corresponding function. The column on the right side of the pages is the applicable page number.

Summary Schedule

The next few pages of the Cost Allocation Plan are the Summary Schedule. The Summary Schedule identifies the total dollar amount allocated from every County allocating department to every County receiving department. Allocating departments are listed down the left column and receiving departments, divisions and funds are listed across the top of each page.

Detail Schedules

The remaining pages of the Cost Allocation Plan are the details schedules for every central service department. The detail schedules for each central service department is structured in the following format.

Narrative. Lists the department name, provides a brief description of the activities performed, identifies the functions and the corresponding allocation base.

Departmental Costs (A). The actual expenditures for that department.

There are three different codes that could be denoted on the Departmental Cost schedule. Those three codes are S, P and D and identify how costs are spread or

distributed within a specific department. The S (or S1) stands for salaries. The P stands for percentage. The D stands for disallowed.

Incoming Costs (B). The support costs coming into the department from other allocating departments.

Incoming costs are spread on the ratio of function salaries to departmental salaries. In the few instances where a department has no salaries, incoming costs are spread on the ratio of function expenditures to departmental expenditures. Certain incoming costs, however, may be denoted with an *. The * identifies those incoming costs that are directly identified to departmental functions on spread to departmental functions on a percentage basis.

Total Allocated (C). The total amount allocated for that department. This amount is found at the end of the Incoming Costs schedule.

Function Allocations. The distribution, or allocation, of the Total Allocated costs by function.

Allocation Summary. The summary of allocated costs by function.

Section 4 Full Cost Allocation Plan

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Summary Schedule

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1	Building Interest and Depreciation	$20,772	$13,853	$143,171	$77,317	$24,615	$57,733	$0	$16,486	$0	$185,496
2	Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3	County Administrator - GF	7,943	2,353	4,413	18,092	4,707	15,468	1,618	3,530	294	49,819
4	Public Information Office - GF	5,016	9,654	1,622	16,515	1,731	7,814	595	1,298	108	18,318
5	County Atty Admin - GF	6,586	120,383	0	0	0	32,995	581	101	94,447	19,782
6	Admin Services - GF	0	0	0	0	0	0	0	0	0	0
7	Finance & IT - GF	0	0	0	0	0	0	0	0	0	0
8	Accounting - GF	18,699	7,995	58,149	11,404	9,290	16,499	14,854	15,846	5,880	43,309
9	Budget - GF	6,233	1,901	6,318	12,161	3,245	10,906	1,493	3,277	242	40,710
10	Human Resources - GF	15,030	26,829	55,175	19,611	5,166	21,008	9,242	6,070	493	62,526
11	Purchasing - GF	907	(184)	3,265	8,782	1,172	2,403	(249)	85	47	13,288
12	Development & Trans - GF	20,145	0	0	0	0	0	0	0	0	0
14	Board of County Comm - GF	6,954	2,516	8,346	16,115	4,299	14,447	1,976	4,336	321	53,889
15	Treasurer - GF	2,392	848	4,186	4,212	1,172	4,080	759	1,674	111	18,404
16	Document Production (Print Shop) - GF	0	0	0	0	0	0	0	0	0	0
17	Non-Departmental - GF	2,271	951	1,783	7,312	1,902	6,251	654	1,427	119	20,134
18	Transportation & Engineering - GF	0	0	0	0	0	0	0	0	0	0
19	Facilities & Const Mgmt - GF	48,138	94,111	487,198	227,330	60,065	146,459	15,304	110,178	0	575,618
20	IT Services - GF	387,460	78,502	52,597	211,148	57,458	239,168	18,753	41,529	3,410	583,283
21	Archives & Records - GF	32,221	1,536	55,701	5,712	17,931	10,396	1,801	7,223	7,478	286,838
23	C&R Clerk to the Board - GF	0	0	0	0	0	630	0	0	8,974	315
	Total Current Allocations	$580,767	$361,248	$881,924	$635,711	$192,753	$586,257	$67,381	$213,060	$121,924	$1,971,729

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	Department	District Atty Dom Violence - GF	Emergency Management - GF	Fairgrounds - GF	Intergovernmental Projects - GF	Justice Services - GF	Planning & Zoning - GF	Public Trustee	JCSO Detentions - GF	JCSO Law Enforcement - GF	JCSO Executive - GF
1	Building Interest and Depreciation	$429	$6,837	$0	$0	$59,766	$45,512	$8,028	$0	$5,738	$0
2	Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3	County Administrator - GF	294	1,471	2,648	0	10,252	12,032	2,589	108,846	4,707	3,236
4	Public Information Office - GF	108	541	973	0	3,770	5,996	952	40,021	5,293	1,190
5	County Atty Admin - GF	0	314	517	0	11,193	296,497	4,793	0	130,148	144,674
6	Admin Services - GF	0	0	0	0	0	0	0	0	0	0
7	Finance & IT - GF	0	0	0	0	0	0	0	0	0	0
8	Accounting - GF	195	5,154	13,271	1,956	39,013	22,714	12,871	43,627	9,275	3,459
9	Budget - GF	255	1,296	1,957	347	12,303	8,871	1,843	88,268	3,664	2,944
10	Human Resources - GF	195	2,073	5,309	0	26,052	18,668	5,020	95,796	4,136	2,843
11	Purchasing - GF	47	(558)	(304)	0	2,873	7,556	254	16,201	137	675
12	Development & Trans - GF	0	0	0	0	0	30,516	0	0	0	0
14	Board of County Comm - GF	338	1,715	2,592	456	16,261	11,749	2,442	116,847	4,852	3,895
15	Treasurer - GF	123	632	784	327	7,487	3,539	700	39,572	1,567	1,477
16	Document Production (Print Shop) - GF	0	0	0	0	0	0	0	0	0	0
17	Non-Departmental - GF	119	594	1,070	0	4,143	4,863	1,046	43,990	1,902	1,308
18	Transportation & Engineering - GF	0	0	0	0	0	0	0	0	0	10,642
19	Facilities & Const Mgmt - GF	1,529	45,693	218,267	0	181,093	111,056	19,589	100,345	31,904	0
20	IT Services - GF	2,679	16,911	30,687	0	155,816	265,059	32,454	1,251,416	55,567	37,204
21	Archives & Records - GF	92	1,529	2,328	0	19,891	166,645	10,485	73,447	1,477	1,015
23	C&R Clerk to the Board - GF	0	0	157	0	0	26,293	0	0	0	34,008
	Total Current Allocations	$6,403	$84,202	$280,256	$3,086	$549,913	$1,037,566	$103,066	$2,018,376	$260,367	$248,570

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	Department	JCSO Support Services - GF	Surveyor - GF	Historical Commission - GF	Clerk Electronic Filing Fund	Dog Licensing Fund	Insurance Fund	Worker's Compensation Fund	Open Space Fund	Open Space Cities Share Fund	Open Space Debt Svc 09 Fund
1	Building Interest and Depreciation	$123,993	$0	$0	$0	$0	$4,661	$0	$68,667	$0	$0
2	Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3	County Administrator - GF	36,184	294	0	0	588	588	588	27,941	0	0
4	Public Information Office - GF	13,304	108	0	0	216	216	216	10,273	0	0
5	County Atty Admin - GF	0	0	0	0	0	25,491	0	28,893	0	0
6	Admin Services - GF	0	0	0	0	0	2,738	2,738	0	0	0
7	Finance & IT - GF	0	0	0	0	0	235	235	0	0	0
8	Accounting - GF	58,274	3,121	1,452	17	16,082	19,184	4,991	81,662	2,173	446
9	Budget - GF	34,116	132	10	0	391	2,083	1,713	21,778	245	0
10	Human Resources - GF	85,972	298	0	0	517	3,179	595	113,739	0	0
11	Purchasing - GF	37,397	47	189	0	(204)	1,006	2,964	19,482	0	0
12	Development & Trans - GF	0	0	0	0	0	0	0	0	0	0
14	Board of County Comm - GF	45,131	176	14	0	518	2,747	2,260	28,835	323	0
15	Treasurer - GF	17,653	7	10	160	618	2,490	2,256	18,938	515	0
16	Document Production (Print Shop) - GF	0	0	0	0	0	0	0	0	0	0
17	Non-Departmental - GF	14,624	119	0	0	238	238	238	11,292	0	0
18	Transportation & Engineering - GF	0	0	0	0	0	0	0	29,806	0	0
19	Facilities & Const Mgmt - GF	604,233	0	0	0	0	11,374	0	381,163	0	0
20	IT Services - GF	509,610	2,486	399	0	6,773	21,190	6,819	257,000	0	0
21	Archives & Records - GF	24,187	92	6,324	0	185	5,764	185	16,290	0	0
23	C&R Clerk to the Board - GF	0	0	0	0	0	472	0	7,400	0	0
	Total Current Allocations	$1,604,678	$6,880	$8,398	$177	$25,922	$103,656	$25,798	$1,123,159	$3,256	$446

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Summary Schedule

	Department	Open Space Debt Svc 10 Fund	Open Space Land Acqu Fund	Open Space Debt Svc 05 Fund	Conservation Trust Fund	Boettcher Mansion Fund	Developmentally Disabled Fund	So Plains Traffic Impact Fund	No Plains Traffic Impact Fund	Central Traffic Impact Fund	North Mtns Traffic Impact Fund
1	Building Interest and Depreciation	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
2	Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3	County Administrator - GF	0	0	0	0	1,656	0	0	0	0	0
4	Public Information Office - GF	0	0	0	0	609	0	0	0	0	0
5	County Atty Admin - GF	0	0	0	0	44	0	0	0	0	0
6	Admin Services - GF	0	0	0	0	0	0	0	0	0	0
7	Finance & IT - GF	0	0	0	0	0	0	0	0	0	0
8	Accounting - GF	530	139	418	1,171	14,082	29,933	5,404	2,401	2,620	1,892
9	Budget - GF	0	60	0	0	1,207	0	1	0	0	0
10	Human Resources - GF	0	0	0	0	4,166	0	0	0	0	0
11	Purchasing - GF	0	0	0	0	3,792	0	0	0	0	0
12	Development & Trans - GF	0	0	0	0	0	0	0	0	0	0
14	Board of County Comm - GF	0	79	0	0	1,598	0	2	0	0	0
15	Treasurer - GF	0	41	0	407	415	692	2,714	628	1,012	86
16	Document Production (Print Shop) - GF	0	0	0	0	0	0	0	0	0	0
17	Non-Departmental - GF	0	0	0	0	669	0	0	0	0	0
18	Transportation & Engineering - GF	0	0	0	0	0	0	51,835	0	78,501	25,058
19	Facilities & Const Mgmt - GF	0	0	0	0	(11,756)	0	0	0	0	0
20	IT Services - GF	0	0	0	0	19,197	0	0	0	0	0
21	Archives & Records - GF	0	0	0	0	520	0	0	0	0	0
23	C&R Clerk to the Board - GF	0	0	0	0	0	0	0	0	0	0
	Total Current Allocations	$530	$319	$418	$1,578	$36,199	$30,625	$59,956	$3,029	$82,133	$27,036

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	Department	Evergreen/Conifer Traf Imp Fund	Road & Bridge Fund	Social Services Fund	Workforce Development Fund	Head Start Fund	Capital Expenditures Fund	Contingent Fund	Fleet Services Fund	Library Fund	Benefit Plan Fund
1	Building Interest and Depreciation	$0	$21,399	$427,666	$114,931	$1,285	$0	$0	$22,479	$0	$0
2	Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3	County Administrator - GF	0	53,129	141,700	7,908	16,259	0	0	11,085	0	1,177
4	Public Information Office - GF	0	19,535	54,308	2,907	5,978	0	0	2,488	1,969	433
5	County Atty Admin - GF	0	46,411	242,973	1,931	1,529	0	0	2,873	1,290	0
6	Admin Services - GF	0	0	0	0	0	0	0	31,489	0	0
7	Finance & IT - GF	0	0	0	0	0	0	0	0	0	0
8	Accounting - GF	3,381	121,497	236,314	52,176	39,878	40,830	1,227	56,152	135,075	9,546
9	Budget - GF	0	39,438	99,552	6,957	11,575	1,814	0	9,228	46,816	31,686
10	Human Resources - GF	0	87,697	401,612	86,615	40,919	0	0	13,981	127,371	1,190
11	Purchasing - GF	0	52,174	32,488	367	1,684	9,772	0	12,553	(910)	185
12	Development & Trans - GF	0	134,746	0	0	0	0	0	0	0	0
14	Board of County Comm - GF	0	52,231	131,884	9,207	15,333	2,390	0	12,192	6,195	41,746
15	Treasurer - GF	538	16,600	28,723	2,487	3,221	2,815	1,008	7,930	22,322	22,890
16	Document Production (Print Shop) - GF	0	0	0	0	0	0	0	0	0	0
17	Non-Departmental - GF	0	21,472	57,268	3,196	6,571	0	0	2,735	21,638	476
18	Transportation & Engineering - GF	0	1,793,483	0	0	0	0	0	0	0	0
19	Facilities & Const Mgmt - GF	0	466,830	1,314,483	391,099	4,861	0	0	45,829	0	0
20	IT Services - GF	0	502,573	1,698,924	93,104	188,454	0	0	80,961	381,467	13,639
21	Archives & Records - GF	0	20,130	46,400	16,572	8,060	0	0	2,123	20,923	369
23	C&R Clerk to the Board - GF	0	2,991	42,353	0	0	0	0	787	0	0
	Total Current Allocations	$3,919	$3,452,336	$4,956,648	$789,457	$345,607	$57,621	$2,235	$314,885	$764,156	$123,337

Jefferson County,Colorado
Full Cost Allocation Plan

Summary Schedule

	Department	Patrol Fund	Inmate Welfare Fund	Forfeiture Fund	Public Health Fund	Airport Fund	Wildland Fire Fund	Jeffco Fin Debt Service Fund	Jeffco Fin Capital Project Fund	Meadow Ranch Pub Impr Fund	SE Sales Tax Debt Fund
1	Building Interest and Depreciation	$0	$0	$0	$4,692	$0	$0	$0	$0	$0	$0
2	Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3	County Administrator - GF	78,252	2,942	0	0	6,119	0	0	0	0	0
4	Public Information Office - GF	28,772	1,082	0	1,500	2,250	0	0	0	0	0
5	County Atty Admin - GF	0	0	0	1,061	3,404	0	0	0	0	0
6	Admin Services - GF	0	0	0	0	0	0	0	0	0	0
7	Finance & IT - GF	0	0	0	0	0	0	0	0	0	0
8	Accounting - GF	55,324	7,560	84	99,653	102,468	1,496	56	116	3,455	1,175
9	Budget - GF	62,645	2,129	56	30,436	5,329	11	0	0	12	0
10	Human Resources - GF	70,787	2,585	0	124,748	9,416	0	0	0	0	0
11	Purchasing - GF	12,390	35	0	0	29,788	(149)	0	0	0	0
12	Development & Trans - GF	0	0	0	0	15,519	0	0	0	0	0
14	Board of County Comm - GF	82,934	2,821	74	4,032	7,051	15	0	0	16	0
15	Treasurer - GF	20,447	1,247	39	10,085	2,900	64	0	0	9	2,622
16	Document Production (Print Shop) - GF	0	0	0	0	0	0	0	0	0	0
17	Non-Departmental - GF	31,625	1,189	0	16,484	2,473	0	0	0	0	0
18	Transportation & Engineering - GF	0	0	0	0	28,365	0	0	0	0	0
19	Facilities & Const Mgmt - GF	0	0	0	163,830	9,868	0	0	0	0	0
20	IT Services - GF	899,667	33,865	0	416,013	72,373	0	0	0	0	0
21	Archives & Records - GF	24,843	923	0	25,945	2,373	0	0	0	0	0
23	C&R Clerk to the Board - GF	0	0	0	472	26,293	0	0	0	0	0
	Total Current Allocations	$1,367,686	$56,378	$253	$898,951	$325,989	$1,437	$56	$116	$3,492	$3,797

Jefferson County,Colorado
Full Cost Allocation Plan

Summary Schedule

	Department	SE Sales Tax- Capital Fund	Solid Waste Emergency Fund	Solid Waste Management Fund	Community Development Fund	Courts	Non-County	2nd Allocation Orphans	Total
1	Building Interest and Depreciation	$0	$0	$0	$4,577	$830,748	$202,879	$0	$2,493,730
2	Equipment Depreciation	0	0	0	0	0	0	0	0
3	County Administrator - GF	0	0	0	1,177	0	0	0	641,899
4	Public Information Office - GF	0	0	228	433	57,266	22,797	0	348,403
5	County Atty Admin - GF	0	0	0	6,336	0	144,032	0	1,369,279
6	Admin Services - GF	0	0	0	0	0	0	0	36,965
7	Finance & IT - GF	0	0	0	0	0	0	0	470
8	Accounting - GF	5,878	2,766	3,733	25,721	0	0	0	1,605,013
9	Budget - GF	435	7	232	914	0	0	0	619,242
10	Human Resources - GF	0	0	0	1,385	0	0	0	1,558,014
11	Purchasing - GF	1,236	(15)	308	140	0	0	0	273,116
12	Development & Trans - GF	0	0	0	0	0	0	0	200,926
14	Board of County Comm - GF	573	9	305	1,210	0	0	0	726,247
15	Treasurer - GF	1,765	512	223	388	0	0	0	291,523
16	Document Production (Print Shop) - GF	0	0	0	0	0	0	0	0
17	Non-Departmental - GF	0	0	0	476	0	0	0	294,860
18	Transportation & Engineering - GF	142,475	0	0	0	0	764,922	0	2,925,087
19	Facilities & Const Mgmt - GF	0	0	0	11,168	1,948,950	631,067	0	8,446,876
20	IT Services - GF	0	0	0	13,639	1,452	0	1,729	8,742,435
21	Archives & Records - GF	0	0	0	2,762	0	5,020	0	933,736
23	C&R Clerk to the Board - GF	0	0	0	0	0	0	0	151,145
	Total Current Allocations	$152,362	$3,279	$5,029	$70,326	$2,838,416	$1,770,717	$1,729	$31,658,966

BUILDING INTEREST AND DEPRECIATION

Nature and Extent of Service

The Building Interest and Depreciation allocation is used to capture interest and depreciation on applicable county buildings. No indirect costs for this function will be allocated to the receiving department/division's budget. Building Interest and Depreciation includes the following ***functions***:

- ***Courts and Administration Building (CAB):*** Interest and depreciation on the Court and Administration Building is allocated to the occupants of the building by square footage per occupant.
- ***Human Services (HS) Building:*** Interest and depreciation on the Human Services Building is allocated to the occupants of the building by square footage per occupant.
- ***Dakota Building:*** Interest and depreciation on the Dakota Building is allocated to the occupants of the building by square footage per occupant.
- ***District Attorney (DA) Building:*** Interest and depreciation on the DA Building is allocated to the occupants of the building by square footage per occupant.
- ***Open Space (OS) Building:*** Interest and depreciation on the Open Space Building is allocated to the occupants of the building by square footage per occupant.
- ***Remington Building:*** Interest and depreciation on the Remington Building is allocated to the occupants of the building by square footage per occupant.
- ***Laramie Building:*** Interest and depreciation on the Laramie Building is allocated to the occupants of the building by square footage per occupant.
- ***South Service Center Building:*** Interest and depreciation on the South Service Center Building is allocated to the occupants of the building by square footage per occupant.
- ***Central Shop Building:*** Interest and depreciation on the Central Shop Building is allocated to the occupants of the building by square footage per occupant.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs **Dept:1 Building Interest and Depreciation**

Description		Amount	General Admin	Courts & Admin Building	Human Svcs Bldg	Dakota Bldg	DA Building	OS Building	Remington Building	Laramie Building
Personnel Costs										
Benefits	S	0	0	0	0	0	0	0	0	0
Salary % Split			*.00%*	*.00%*	*.00%*	*.00%*	*.00%*	*.00%*	*.00%*	*.00%*
Depreciation	P	3,010,822	0	1,383,084	270,830	74,199	130,496	107,188	162,054	725,285
Subtotal - Personnel Costs		3,010,822	0	1,383,084	270,830	74,199	130,496	107,188	162,054	725,285
Services & Supplies Cost										
Salaries	S	0	0	0	0	0	0	0	0	0
Interest	S	0	0	0	0	0	0	0	0	0
Subtotal - Services & Supplies		0	0	0	0	0	0	0	0	0
Department Cost Total		3,010,822	0	1,383,084	270,830	74,199	130,496	107,188	162,054	725,285
Adjustments to Cost										
Subtotal - Adjustments		0	0	0	0	0	0	0	0	0
Total Costs After Adjustments		3,010,822	0	1,383,084	270,830	74,199	130,496	107,188	162,054	725,285
General Admin Distribution			0	0	0	0	0	0	0	0
Grand Total		$3,010,822		$1,383,084	$270,830	$74,199	$130,496	$107,188	$162,054	$725,285

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:1 Building Interest and Depreciation

Description		Amount	South Service Center	Central Shops Building
Personnel Costs				
Benefits	S	0	0	0
Salary % Split			*.00%*	*.00%*
Depreciation	P	3,010,822	101,042	56,644
Subtotal - Personnel Costs		3,010,822	101,042	56,644
Services & Supplies Cost				
Salaries	S	0	0	0
Interest	S	0	0	0
Subtotal - Services & Supplies		0	0	0
Department Cost Total		3,010,822	101,042	56,644
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments		3,010,822	101,042	56,644
General Admin Distribution			0	0
Grand Total		$3,010,822	$101,042	$56,644

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Expense%)

Dept:1 Building Interest and Depreciation

Department	First Incoming	Second Incoming	Courts & Admin Building	Human Svcs Bldg	Dakota Bldg	DA Building	OS Building	Remington Building	Laramie Building	South Service Center
19 Fac - Single Occupant Bldg- Serv&Sup	$0	$14,821	$6,808	$1,333	$365	$642	$528	$798	$3,570	$497
Subtotal - Facilities & Const Mgmt - GF	0	14,821	6,808	1,333	365	642	528	798	3,570	497
Total Incoming	0	14,821	6,808	1,333	365	642	528	798	3,570	497
			45.94%	9.00%	2.46%	4.33%	3.56%	5.38%	24.09%	3.36%
C. Total Allocated		$3,025,643	$1,389,892	$272,163	$74,564	$131,138	$107,716	$162,852	$728,855	$101,539

B. Incoming Costs - (Default Spread Expense%)

Dept:1 Building Interest and Depreciation

Department	First Incoming	Second Incoming	Central Shops Building
19 Fac - Single Occupant Bldg- Serv&Sup	$0	$14,821	$279
Subtotal - Facilities & Const Mgmt - GF	0	14,821	279
Total Incoming	0	14,821	279
			1.88%
C. Total Allocated		$3,025,643	$56,923

Jefferson County,Colorado
Full Cost Allocation Plan

Courts & Admin Building (CAB) Allocations

Dept:1 Building Interest and Depreciation

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	2,221	0.46%	$6,431	$0	$6,431	$32	$6,462
4	Public Information Office - GF	3,005	0.63%	8,701	0	8,701	43	8,743
5	County Atty Admin - GF	18,645	3.90%	53,984	0	53,984	266	54,250
6	Admin Services - GF	286	0.06%	828	0	828	4	832
8	Accounting - GF	9,249	1.94%	26,779	0	26,779	132	26,911
9	Budget - GF	4,548	0.95%	13,168	0	13,168	65	13,233
10	Human Resources - GF	11,712	2.45%	33,910	0	33,910	167	34,077
11	Purchasing - GF	4,434	0.93%	12,838	0	12,838	63	12,901
12	Development & Trans - GF	394	0.08%	1,141	0	1,141	6	1,146
13	Building Inspection - GF	7,139	1.49%	20,670	0	20,670	102	20,772
14	Board of County Comm - GF	10,817	2.26%	31,319	0	31,319	154	31,473
15	Treasurer - GF	6,569	1.38%	19,020	0	19,020	94	19,113
18	Transportation & Engineering - GF	10,406	2.18%	30,129	0	30,129	148	30,277
19	Facilities & Const Mgmt - GF	7,089	1.48%	20,525	0	20,525	101	20,626
20	IT Services - GF	1,006	0.21%	2,913	0	2,913	14	2,927
21	Archives & Records - GF	3,645	0.76%	10,554	0	10,554	52	10,606
22	C&R Administration - GF	4,761	1.00%	13,785	0	13,785	68	13,853
23	C&R Clerk to the Board - GF	916	0.19%	2,652	0	2,652	13	2,665
25	C&R Motor Vehicle - GF	7,262	1.52%	21,026	0	21,026	104	21,130
26	C&R Recording - GF	8,460	1.77%	24,495	0	24,495	121	24,615
27	Assessor - GF	17,849	3.74%	51,679	0	51,679	254	51,934
31	District Attorney Admin - GF	7,974	1.67%	23,088	0	23,088	114	23,201
36	Justice Services - GF	9,158	1.92%	26,516	0	26,516	131	26,646
37	Planning & Zoning - GF	15,642	3.27%	45,289	0	45,289	223	45,512
38	Public Trustee	2,759	0.58%	7,988	0	7,988	39	8,028
42	JCSO Support Services - GF	8,244	1.73%	23,869	0	23,869	117	23,987
47	Insurance Fund	1,602	0.34%	4,638	0	4,638	23	4,661
85	Community Development Fund	1,573	0.33%	4,554	0	4,554	22	4,577
86	Courts	245,157	51.32%	709,818	0	709,818	3,494	713,312
87	Non-County	45,168	9.46%	130,778	0	130,778	644	131,421
	Subtotal	477,690	100.00%	1,383,084	0	1,383,084	6,808	1,389,892
	Direct Bills					0		0
	Total					$1,383,084		$1,389,892

Basis Units: Courts & Admin Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Human Svcs Bldg Allocations

Dept:1 Building Interest and Depreciation

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
64 Social Services Fund	120,827	94.29%	$255,354	$0	$255,354	$1,257	$256,611
66 Head Start Fund	605	0.47%	1,279	0	1,279	6	1,285
87 Non-County	6,718	5.24%	14,198	0	14,198	70	14,268
Subtotal	128,150	100.00%	270,830	0	270,830	1,333	272,163
Direct Bills					0		0
Total					$270,830		$272,163

Basis Units: HS Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Dakota Bldg Allocations

Dept:1 Building Interest and Depreciation

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19 Facilities & Const Mgmt - GF	2,712.00	6.62%	$4,909	$0	$4,909	$24	$4,933
29 Coroner - GF	9,064.00	22.11%	16,406	0	16,406	81	16,486
33 Emergency Management - GF	3,759.00	9.17%	6,804	0	6,804	33	6,837
42 JCSO Support Services - GF	23,016.00	56.14%	41,658	0	41,658	205	41,863
75 Public Health Fund	2,443.53	5.96%	4,423	0	4,423	22	4,444
Subtotal	40,994.53	100.00%	74,199	0	74,199	365	74,564
Direct Bills					0		0
Total					$74,199		$74,564

Basis Units: Dakota Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

DA Building Allocations

Dept:1 Building Interest and Depreciation

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19 Facilities & Const Mgmt - GF	254	0.49%	$642	$0	$642	$3	$645
31 District Attorney Admin - GF	51,228	99.18%	129,427	0	129,427	637	130,064
32 District Atty Dom Violence - GF	169	0.33%	427	0	427	2	429
Subtotal	51,651	100.00%	130,496	0	130,496	642	131,138
Direct Bills					0		0
Total					$130,496		$131,138

Basis Units: DA Bldg Square Footage Per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

OS Building Allocations

Dept:1 Building Interest and Depreciation

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19 Facilities & Const Mgmt - GF	14,494	26.50%	$28,403	$0	$28,403	$140	$28,543
36 Justice Services - GF	2,421	4.43%	4,744	0	4,744	23	4,768
40 JCSO Law Enforcement - GF	2,914	5.33%	5,710	0	5,710	28	5,738
49 Open Space Fund	34,869	63.75%	68,330	0	68,330	336	68,667
Subtotal	54,698	100.00%	107,188	0	107,188	528	107,716
Direct Bills					0		0
Total					$107,188		$107,716

Basis Units: OS Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Remington Building Allocations

Dept:1 Building Interest and Depreciation

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19 Facilities & Const Mgmt - GF	174	0.58%	$941	$0	$941	$5	$945
31 District Attorney Admin - GF	5,932	19.79%	32,072	0	32,072	158	32,230
36 Justice Services - GF	751	2.51%	4,060	0	4,060	20	4,080
64 Social Services Fund	2,843	9.49%	15,371	0	15,371	76	15,447
86 Courts	19,918	66.45%	107,690	0	107,690	530	108,220
87 Non-County	355	1.18%	1,919	0	1,919	9	1,929
Subtotal	29,973	100.00%	162,054	0	162,054	798	162,852
Direct Bills					0		0
Total					$162,054		$162,852

Basis Units: Remington Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Laramie Building Allocations

Dept:1 Building Interest and Depreciation

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
8	Accounting - GF	135	0.11%	$812	$0	$812	$4	$815
19	Facilities & Const Mgmt - GF	2,077	1.72%	12,485	0	12,485	61	12,547
20	IT Services - GF	21,429	17.76%	128,813	0	128,813	634	129,447
21	Archives & Records - GF	10,655	8.83%	64,049	0	64,049	315	64,364
24	C&R Elections - GF	23,701	19.64%	142,470	0	142,470	701	143,171
25	C&R Motor Vehicle - GF	5,309	4.40%	31,913	0	31,913	157	32,070
27	Assessor - GF	960	0.80%	5,771	0	5,771	28	5,799
36	Justice Services - GF	4,018	3.33%	24,153	0	24,153	119	24,272
64	Social Services Fund	25,399	21.05%	152,677	0	152,677	752	153,428
65	Workforce Development Fund	19,026	15.77%	114,368	0	114,368	563	114,931
87	Non-County	7,948	6.59%	47,776	0	47,776	235	48,012
Subtotal		120,657	100.00%	725,285	0	725,285	3,570	728,855
Direct Bills						0		0
Total						$725,285		$728,855

Basis Units: Laramie Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

South Service Center Building Allocations

Dept:1 Building Interest and Depreciation

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19 Facilities & Const Mgmt - GF	125	0.38%	$385	$0	$385	$2	$387
25 C&R Motor Vehicle - GF	7,798	23.75%	23,999	0	23,999	118	24,117
42 JCSO Support Services - GF	18,800	57.26%	57,858	0	57,858	285	58,143
64 Social Services Fund	705	2.15%	2,170	0	2,170	11	2,180
75 Public Health Fund	80	0.24%	246	0	246	1	247
86 Courts	2,980	9.08%	9,171	0	9,171	45	9,216
87 Non-County	2,344	7.14%	7,214	0	7,214	36	7,249
Subtotal	32,832	100.00%	101,042	0	101,042	497	101,539
Direct Bills					0		0
Total					$101,042		$101,539

Basis Units: South Service Center Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Central Shops Building Allocations **Dept:1 Building Interest and Depreciation**

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
8	Accounting - GF	400	1.34%	$758	$0	$758	$4	$762
18	Transportation & Engineering - GF	3,989	13.35%	7,560	0	7,560	37	7,597
19	Facilities & Const Mgmt - GF	2,460	8.23%	4,662	0	4,662	23	4,685
63	Road & Bridge Fund	11,236	37.59%	21,295	0	21,295	105	21,399
69	Fleet Services Fund	11,803	39.49%	22,369	0	22,369	110	22,479
Subtotal		29,888	100.00%	56,644	0	56,644	279	56,923
Direct Bills						0		0
Total						$56,644		$56,923

Basis Units: Central Shops Bldg Square Footage per Occupant
Source:

Allocation Summary

Dept:1 Building Interest and Depreciation

	Department	Courts & Admin Building	Human Svcs Bldg	Dakota Bldg	DA Building	OS Building	Remington Building	Laramie Building	South Service Center	Central Shops Building	Total
0	Direct Billed	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
3	County Administrator - GF	6,462	0	0	0	0	0	0	0	0	6,462
4	Public Information Office - GF	8,743	0	0	0	0	0	0	0	0	8,743
5	County Atty Admin - GF	54,250	0	0	0	0	0	0	0	0	54,250
6	Admin Services - GF	832	0	0	0	0	0	0	0	0	832
8	Accounting - GF	26,911	0	0	0	0	0	815	0	762	28,488
9	Budget - GF	13,233	0	0	0	0	0	0	0	0	13,233
10	Human Resources - GF	34,077	0	0	0	0	0	0	0	0	34,077
11	Purchasing - GF	12,901	0	0	0	0	0	0	0	0	12,901
12	Development & Trans - GF	1,146	0	0	0	0	0	0	0	0	1,146
13	Building Inspection - GF	20,772	0	0	0	0	0	0	0	0	20,772
14	Board of County Comm - GF	31,473	0	0	0	0	0	0	0	0	31,473
15	Treasurer - GF	19,113	0	0	0	0	0	0	0	0	19,113
18	Transportation & Engineering - GF	30,277	0	0	0	0	0	0	0	7,597	37,875
19	Facilities & Const Mgmt - GF	20,626	0	4,933	645	28,543	945	12,547	387	4,685	73,310
20	IT Services - GF	2,927	0	0	0	0	0	129,447	0	0	132,374
21	Archives & Records - GF	10,606	0	0	0	0	0	64,364	0	0	74,969
22	C&R Administration - GF	13,853	0	0	0	0	0	0	0	0	13,853
23	C&R Clerk to the Board - GF	2,665	0	0	0	0	0	0	0	0	2,665
24	C&R Elections - GF	0	0	0	0	0	0	143,171	0	0	143,171
25	C&R Motor Vehicle - GF	21,130	0	0	0	0	0	32,070	24,117	0	77,317
26	C&R Recording - GF	24,615	0	0	0	0	0	0	0	0	24,615
27	Assessor - GF	51,934	0	0	0	0	0	5,799	0	0	57,733
29	Coroner - GF	0	0	16,486	0	0	0	0	0	0	16,486
31	District Attorney Admin - GF	23,201	0	0	130,064	0	32,230	0	0	0	185,496
32	District Atty Dom Violence - GF	0	0	0	429	0	0	0	0	0	429
33	Emergency Management - GF	0	0	6,837	0	0	0	0	0	0	6,837
36	Justice Services - GF	26,646	0	0	0	4,768	4,080	24,272	0	0	59,766
37	Planning & Zoning - GF	45,512	0	0	0	0	0	0	0	0	45,512
38	Public Trustee	8,028	0	0	0	0	0	0	0	0	8,028
40	JCSO Law Enforcement - GF	0	0	0	0	5,738	0	0	0	0	5,738
42	JCSO Support Services - GF	23,987	0	41,863	0	0	0	0	58,143	0	123,993
47	Insurance Fund	4,661	0	0	0	0	0	0	0	0	4,661
49	Open Space Fund	0	0	0	0	68,667	0	0	0	0	68,667
63	Road & Bridge Fund	0	0	0	0	0	0	0	0	21,399	21,399
64	Social Services Fund	0	256,611	0	0	0	15,447	153,428	2,180	0	427,666
65	Workforce Development Fund	0	0	0	0	0	0	114,931	0	0	114,931
66	Head Start Fund	0	1,285	0	0	0	0	0	0	0	1,285
69	Fleet Services Fund	0	0	0	0	0	0	0	0	22,479	22,479
75	Public Health Fund	0	0	4,444	0	0	0	0	247	0	4,692
85	Community Development Fund	4,577	0	0	0	0	0	0	0	0	4,577

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:1 Building Interest and Depreciation

Department	Courts & Admin Building	Human Svcs Bldg	Dakota Bldg	DA Building	OS Building	Remington Building	Laramie Building	South Service Center	Central Shops Building	Total
86 Courts	$713,312	$0	$0	$0	$0	$108,220	$0	$9,216	$0	$830,748
87 Non-County	131,421	14,268	0	0	0	1,929	48,012	7,249	0	202,879
Total	$1,389,892	$272,163	$74,564	$131,138	$107,716	$162,852	$728,855	$101,539	$56,923	$3,025,643

EQUIPMENT DEPRECIATION

Nature and Extent of Service

The Equipment Depreciation allocation is used to capture depreciation on equipment in the county for Service Providers (Central Service department/divisions) this allows for full cost to be collected for those providers within the cost plan. No indirect costs for this function will be allocated to the receiving department/division's budget. The Equipment Depreciation includes the following ***function***:

- ***Equipment Depreciation:*** Equipment depreciation is allocated based on actual equipment depreciation per department/division for General Fund service providers only.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:2 Equipment Depreciation

Description		Amount	General Admin	Equipment Depreciation
Personnel Costs				
Benefits	S	0	0	0
Salary % Split			*.00%*	*.00%*
Equipment Depreciation	P	79,960	0	79,960
Subtotal - Personnel Costs		79,960	0	79,960
Services & Supplies Cost				
Salaries	S	0	0	0
Subtotal - Services & Supplies		0	0	0
Department Cost Total		79,960	0	79,960
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments		79,960	0	79,960
General Admin Distribution			0	0
Grand Total		$79,960		$79,960

B. Incoming Costs - (Default Spread Expense%)

Dept:2 Equipment Depreciation

No Indirect Costs

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Jefferson County,Colorado
Full Cost Allocation Plan

Equipment Depreciation Allocations

Dept:2 Equipment Depreciation

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
4 Public Information Office - GF	24,877	31.68%	$25,332	$0	$25,332	$0	$25,332
5 County Atty Admin - GF	1,381	1.76%	1,406	0	1,406	0	1,406
8 Accounting - GF	1,539	1.96%	1,567	0	1,567	0	1,567
14 Board of County Comm - GF	38,982	49.64%	39,694	0	39,694	0	39,694
18 Transportation & Engineering - GF	2,190	2.79%	2,230	0	2,230	0	2,230
21 Archives & Records - GF	9,556	12.17%	9,731	0	9,731	0	9,731
Subtotal	78,525	100.00%	79,960	0	79,960	0	79,960
Direct Bills					0		0
Total					$79,960		$79,960

Basis Units: Equip. Dep By Dept/Div for Service Providers Only
Source:

Allocation Summary

Dept:2 Equipment Depreciation

	Department	Equipment Depreciation	Total
0	Direct Billed	$0	$0
4	Public Information Office - GF	25,332	25,332
5	County Atty Admin - GF	1,406	1,406
8	Accounting - GF	1,567	1,567
14	Board of County Comm - GF	39,694	39,694
18	Transportation & Engineering - GF	2,230	2,230
21	Archives & Records - GF	9,731	9,731
Total		$79,960	$79,960

COUNTY ADMINISTRATOR

Nature and Extent of Service

The County Administrator is responsible for implementing policies set by the Board of County Commissioners (BCC), recommending improved management practices and directing county operating divisions. The County Administrator provides administrative and managerial support to all departments/divisions. The Deputy County Administrator provides administrative and managerial support to the Facilities & Construction Management and Fleet divisions. Only indirect costs for the Deputy County Administrator will be allocated to the receiving division's budget. The County Administrator includes the following ***functions***:

- ***County Administration:*** Costs associated with general county administration are allocated based on the number of benefit eligible Full Time Equivalent (FTE) positions per department/division with Library and Public Health departments excluded, as they are not under County Administrator Supervision.
- ***Deputy County Administrator Supervision:*** Costs associated with administrative and managerial support are allocated based on number of benefit eligible FTE's supervised per division.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:3 County Administrator - GF

Description		Amount	General Admin	County Administration	Deputy County Administrator
Personnel Costs					
Salaries	S1	389,485	0	381,695	7,790
Salary % Split			*.00%*	*98.00%*	*2.00%*
Benefits	S	129,082	0	126,500	2,582
Subtotal - Personnel Costs		518,567	0	508,195	10,372
Services & Supplies Cost					
4261 General Supplies	S	4,698	0	4,604	94
4263 Food Supplies	S	232	0	227	5
4269 Equipment	S	2,310	0	2,264	46
43300 Prof & Tech Serv	S	55,372	0	54,265	1,107
4341 Utilitites	S	3,916	0	3,838	78
4343 Repairs & maint	S	0	0	0	0
4344 Rent & Lease	S	5,238	0	5,133	105
4351 Misc Serv & Chrg	S	0	0	0	0
4354 Adv & Pub	S	380	0	372	8
4356 Dues-Mtgs-Train	S	4,219	0	4,135	84
4358 Travel-Freight-Deliv	S	337	0	330	7
45 Land & Capital	D	0	0	0	0
4759 Indirect Costs	D	116,145	0	0	0
4757 ITS Charges	D	46,459	0	0	0
4757 IT Tech Repl	S	6,254	0	6,129	125
4757 Fleet Charges	S	0	0	0	0
4757 Fac Charges	D	18,021	0	0	0
47 Insurance Tr's	S	2,953	0	2,894	59
Lobbying	D	104,681	0	0	0
Subtotal - Services & Supplies		371,215	0	84,191	1,718
Department Cost Total		889,782	0	592,386	12,090
Adjustments to Cost					
45 Land & Capital	D	0	0	0	0
4759 Indirect Costs	D	(116,145)	0	0	0
4757 ITS Charges	D	(46,459)	0	0	0
4757 Fac Charges	D	(18,021)	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:3 County Administrator - GF

Description		Amount	General Admin	County Administration	Deputy County Administrator
Lobbying	D	(104,681)	0	0	0
Subtotal - Adjustments		(285,306)	0	0	0
Total Costs After Adjustments		604,476	0	592,386	12,090
General Admin Distribution			0	0	0
Grand Total		$604,476		$592,386	$12,090

B. Incoming Costs - (Default Spread Expense%)

Dept:3 County Administrator - GF

	Department	First Incoming	Second Incoming	County Administration	Deputy County Administrator
1	Courts & Admin Building (CAB)	$6,431	$0	$6,302	$129
	Subtotal - Building Interest and Deprec	6,431	0	6,302	129
3	County Administration	0	1,227	1,202	25
	Subtotal - County Administrator - GF	0	1,227	1,202	25
4	Countywide Intranet, Web & Emp Assis	0	493	483	10
	Subtotal - Public Information Office - G	0	493	483	10
5	Billable Legal Fees	0	59,154	57,971	1,183
	Subtotal - County Atty Admin - GF	0	59,154	57,971	1,183
8	Accounts Receivable	0	13	13	0
8	Accounts Payable	0	623	611	12
8	General Accounting	0	5,640	5,527	113
8	Payroll	0	351	344	7
8	Capital Assets	0	28	27	1
8	Audit	0	564	553	11
	Subtotal - Accounting - GF	0	7,219	7,075	144
9	Budget Analysis	0	717	703	14
9	Budget Issues	0	564	553	11
	Subtotal - Budget - GF	0	1,281	1,255	26
10	General HR	0	855	838	17
10	Compensation Program	0	449	440	9
	Subtotal - Human Resources - GF	0	1,304	1,278	26
11	Purchase Orders	0	283	277	6
11	Contract Amendements & Renewals	0	2,627	2,574	53
11	Formal Bids/RFP's/PQ's	0	2,565	2,514	51
11	Purchasing Card Rebate	0	(81)	(79)	(2)
11	Countywide Programs	0	213	209	4
	Subtotal - Purchasing - GF	0	5,607	5,495	112
14	Board of County Commissioners	0	700	686	14

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Expense%)

Dept:3 County Administrator - GF

	Department	First Incoming	Second Incoming	County Administration	Deputy County Administrator
14	County Commissioner's Other	$0	$883	$865	$18
	Subtotal - Board of County Comm - GF	0	1,583	1,551	32
15	Banking	0	489	479	10
15	Investments - General Fund	0	177	173	4
	Subtotal - Treasurer - GF	0	666	653	13
17	Non-Divisional	0	421	413	8
	Subtotal - Non-Departmental - GF	0	421	413	8
18	Project Related	0	1,382	1,354	28
	Subtotal - Transportation & Engineering	0	1,382	1,354	28
19	Fac - Courts & Admin Bldg	0	14,976	14,676	300
	Subtotal - Facilities & Const Mgmt - GF	0	14,976	14,676	300
20	IVR	0	1,399	1,371	28
20	EDMS	0	2,291	2,245	46
20	ERP	0	3,570	3,499	71
20	EMail	0	69	68	1
20	Network & Telecomm	0	3,453	3,384	69
20	GIS	0	1,572	1,541	31
20	AV	0	435	426	9
20	File/Print Servers	0	96	94	2
20	Enterprise Web Apps	0	537	526	11
20	Customer Service	0	4,394	4,306	88
	Subtotal - IT Services - GF	0	17,816	17,460	356
21	Record Management	0	446	437	9
21	Record Storage	0	4,466	4,377	89
	Subtotal - Archives & Records - GF	0	4,912	4,814	98
23	Clerk to the Board	0	3,307	3,241	66
	Subtotal - C&R Clerk to the Board - GF	0	3,307	3,241	66
1	Courts & Admin Building (CAB)	0	32	31	1
	Subtotal - Building Interest and Deprec	0	32	31	1
Total Incoming		6,431	121,380	125,255	2,556
				98.00%	2.00%
C. Total Allocated			$732,287	$717,641	$14,646

Jefferson County,Colorado
Full Cost Allocation Plan

County Administration Allocations

Dept:3 County Administrator - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.20%	$1,227	$0	$1,227	$0	$1,227
4	Public Information Office - GF	6.25	0.26%	1,533	0	1,533	305	1,839
5	County Atty Admin - GF	31.15	1.28%	7,642	0	7,642	1,522	9,164
6	Admin Services - GF	1.00	0.04%	245	0	245	49	294
7	Finance & IT - GF	1.50	0.06%	368	0	368	73	441
8	Accounting - GF	18.38	0.75%	4,509	0	4,509	898	5,407
9	Budget - GF	6.50	0.27%	1,595	0	1,595	317	1,912
10	Human Resources - GF	14.50	0.59%	3,557	0	3,557	708	4,266
11	Purchasing - GF	7.00	0.29%	1,717	0	1,717	342	2,059
12	Development & Trans - GF	2.00	0.08%	491	0	491	98	588
13	Building Inspection - GF	27.00	1.11%	6,624	0	6,624	1,319	7,943
14	Board of County Comm - GF	4.80	0.20%	1,178	0	1,178	234	1,412
15	Treasurer - GF	13.00	0.53%	3,189	0	3,189	635	3,824
16	Document Production (Print Shop) - GF	1.00	0.04%	245	0	245	49	294
18	Transportation & Engineering - GF	35.00	1.43%	8,587	0	8,587	1,710	10,296
19	Facilities & Const Mgmt - GF	55.00	2.25%	13,493	0	13,493	2,686	16,180
20	IT Services - GF	65.90	2.70%	16,168	0	16,168	3,219	19,386
21	Archives & Records - GF	2.00	0.08%	491	0	491	98	588
22	C&R Administration - GF	8.00	0.33%	1,963	0	1,963	391	2,353
23	C&R Clerk to the Board - GF	3.00	0.12%	736	0	736	147	883
24	C&R Elections - GF	15.00	0.61%	3,680	0	3,680	733	4,413
25	C&R Motor Vehicle - GF	61.50	2.52%	15,088	0	15,088	3,004	18,092
26	C&R Recording - GF	16.00	0.66%	3,925	0	3,925	782	4,707
27	Assessor - GF	52.58	2.15%	12,900	0	12,900	2,568	15,468
28	CSU Extension - GF	5.50	0.23%	1,349	0	1,349	269	1,618
29	Coroner - GF	12.00	0.49%	2,944	0	2,944	586	3,530
30	County Attorney BOE - GF	1.00	0.04%	245	0	245	49	294
31	District Attorney Admin - GF	169.35	6.94%	41,547	0	41,547	8,272	49,819
32	District Atty Dom Violence - GF	1.00	0.04%	245	0	245	49	294
33	Emergency Management - GF	5.00	0.20%	1,227	0	1,227	244	1,471
34	Fairgrounds - GF	9.00	0.37%	2,208	0	2,208	440	2,648
36	Justice Services - GF	34.85	1.43%	8,550	0	8,550	1,702	10,252
37	Planning & Zoning - GF	40.90	1.68%	10,034	0	10,034	1,998	12,032
38	Public Trustee	8.80	0.36%	2,159	0	2,159	430	2,589
39	JCSO Detentions - GF	370.00	15.16%	90,774	0	90,774	18,073	108,846
40	JCSO Law Enforcement - GF	16.00	0.66%	3,925	0	3,925	782	4,707
41	JCSO Executive - GF	11.00	0.45%	2,699	0	2,699	537	3,236
42	JCSO Support Services - GF	123.00	5.04%	30,176	0	30,176	6,008	36,184
43	Surveyor - GF	1.00	0.04%	245	0	245	49	294
46	Dog Licensing Fund	2.00	0.08%	491	0	491	98	588
47	Insurance Fund	2.00	0.08%	491	0	491	98	588
48	Worker's Compensation Fund	2.00	0.08%	491	0	491	98	588
49	Open Space Fund	94.98	3.89%	23,302	0	23,302	4,639	27,941

Jefferson County,Colorado
Full Cost Allocation Plan

County Administration Allocations

Dept:3 County Administrator - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.23%	$1,381	$0	$1,381	$275	$1,656
63 Road & Bridge Fund	180.60	7.40%	44,307	0	44,307	8,821	53,129
64 Social Services Fund	481.68	19.74%	118,172	0	118,172	23,528	141,700
65 Workforce Development Fund	26.88	1.10%	6,595	0	6,595	1,313	7,908
66 Head Start Fund	55.27	2.26%	13,560	0	13,560	2,700	16,259
69 Fleet Services Fund	23.00	0.94%	5,643	0	5,643	1,123	6,766
71 Benefit Plan Fund	4.00	0.16%	981	0	981	195	1,177
72 Patrol Fund	266.00	10.90%	65,259	0	65,259	12,993	78,252
73 Inmate Welfare Fund	10.00	0.41%	2,453	0	2,453	488	2,942
76 Airport Fund	20.80	0.85%	5,103	0	5,103	1,016	6,119
85 Community Development Fund	4.00	0.16%	981	0	981	195	1,177
Subtotal	2,440.30	100.00%	598,688	0	598,688	118,952	717,641
Direct Bills					0		0
Total					$598,688		$717,641

Basis Units: Benefit Eligible FTE's with Health & Library excluded
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Deputy County Administrator Supervision Allocations

Dept:3 County Administrator - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19 Facilities & Const Mgmt - GF	55	70.51%	$8,616	$0	$8,616	$1,712	$10,328
69 Fleet Services Fund	23	29.49%	3,603	0	3,603	716	4,319
Subtotal	78	100.00%	12,219	0	12,219	2,428	14,646
Direct Bills					0		0
Total					$12,219		$14,646

Basis Units: Benefit Eligible FTE's for division supervised
Source:

Allocation Summary

Dept:3 County Administrator - GF

	Department	County Administration	Deputy County Administrator	Total
0	Direct Billed	$0	$0	$0
3	County Administrator - GF	1,227	0	1,227
4	Public Information Office - GF	1,839	0	1,839
5	County Atty Admin - GF	9,164	0	9,164
6	Admin Services - GF	294	0	294
7	Finance & IT - GF	441	0	441
8	Accounting - GF	5,407	0	5,407
9	Budget - GF	1,912	0	1,912
10	Human Resources - GF	4,266	0	4,266
11	Purchasing - GF	2,059	0	2,059
12	Development & Trans - GF	588	0	588
13	Building Inspection - GF	7,943	0	7,943
14	Board of County Comm - GF	1,412	0	1,412
15	Treasurer - GF	3,824	0	3,824
16	Document Production (Print Shop) - GF	294	0	294
18	Transportation & Engineering - GF	10,296	0	10,296
19	Facilities & Const Mgmt - GF	16,180	10,328	26,507
20	IT Services - GF	19,386	0	19,386
21	Archives & Records - GF	588	0	588
22	C&R Administration - GF	2,353	0	2,353
23	C&R Clerk to the Board - GF	883	0	883
24	C&R Elections - GF	4,413	0	4,413
25	C&R Motor Vehicle - GF	18,092	0	18,092
26	C&R Recording - GF	4,707	0	4,707
27	Assessor - GF	15,468	0	15,468
28	CSU Extension - GF	1,618	0	1,618
29	Coroner - GF	3,530	0	3,530
30	County Attorney BOE - GF	294	0	294
31	District Attorney Admin - GF	49,819	0	49,819
32	District Atty Dom Violence - GF	294	0	294
33	Emergency Management - GF	1,471	0	1,471
34	Fairgrounds - GF	2,648	0	2,648
36	Justice Services - GF	10,252	0	10,252
37	Planning & Zoning - GF	12,032	0	12,032
38	Public Trustee	2,589	0	2,589
39	JCSO Detentions - GF	108,846	0	108,846
40	JCSO Law Enforcement - GF	4,707	0	4,707
41	JCSO Executive - GF	3,236	0	3,236
42	JCSO Support Services - GF	36,184	0	36,184
43	Surveyor - GF	294	0	294
46	Dog Licensing Fund	588	0	588

Allocation Summary

Dept:3 County Administrator - GF

	Department	County Administration	Deputy County Administrator	Total
47	Insurance Fund	$588	$0	$588
48	Worker's Compensation Fund	588	0	588
49	Open Space Fund	27,941	0	27,941
56	Boettcher Mansion Fund	1,656	0	1,656
63	Road & Bridge Fund	53,129	0	53,129
64	Social Services Fund	141,700	0	141,700
65	Workforce Development Fund	7,908	0	7,908
66	Head Start Fund	16,259	0	16,259
69	Fleet Services Fund	6,766	4,319	11,085
71	Benefit Plan Fund	1,177	0	1,177
72	Patrol Fund	78,252	0	78,252
73	Inmate Welfare Fund	2,942	0	2,942
76	Airport Fund	6,119	0	6,119
85	Community Development Fund	1,177	0	1,177
Total		$717,641	$14,646	$732,287

PUBLIC INFORMATION OFFICE

Nature and Extent of Service

The Public Information Office provides centralized public information and web site services for county divisions. Only countywide intranet, web and employee assistance indirect costs will be allocated to the receiving department/division's budget. The Public Information Office includes the following ***functions***:

- ***Public Requests and Media Services:*** Services provided to the public are not allowed and thus not allocated. These services include:
    - Citizen communications and engagement
    - Media relations
    - Open records requests
    - Newsletters and communications, such as the *BCC Actions*
    - *Jefferson County Insights* video program
    - Social media integration
    - Special events
    - Marketing for the county
    - Interactive keypads

- ***Countywide Intranet, Web and Employee Assistance:*** Costs associated with maintaining the intranet, website and general questions are allocated based on the number of benefit eligible FTE's by department/division with Library and Public Health charged at 10% to account for in-house intranet and web services.
- ***Front Desk and Switchboard Division:*** Costs associated with maintaining the front desk and switchboard are allocated based on the percentage of front desk and switchboard contacts per department/division.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:4 Public Information Office - GF

Description		Amount	General Admin	Countywide Intranet, Web & Emp Assist	FrontDesk/Switchboard	Public
Personnel Costs						
Salaries	S1	405,294	5,796	160,740	68,008	170,750
Salary % Split			*1.43%*	*39.66%*	*16.78%*	*42.13%*
Benefits	S	105,554	1,509	41,863	17,712	44,470
Subtotal - Personnel Costs		510,848	7,305	202,603	85,720	215,220
Services & Supplies Cost						
4261 General Supplies	S	25,455	364	10,095	4,271	10,724
4264 Books & Periodicals	S	450	6	178	76	190
4269 Equipment	S	2,712	39	1,076	455	1,143
43300 Prof & Tech Services	S	10,095	144	4,004	1,694	4,253
4341 Utilities	S	607	9	241	102	256
4343 Repairs & Maint	S	0	0	0	0	0
4344 Rent & Lease	S	0	0	0	0	0
4351 Misc Serv & Chrgs	P	4,926	0	4,530	119	277
4354 Adv & Pub	P	5,977	0	0	0	5,977
4356 Dues-Mtgs-Train	S	6,129	88	2,431	1,028	2,582
4358 Travel-Freight-Deliv	P	162	0	111	15	35
4385 Fin & Debt Services	D	0	0	0	0	0
45 Land & Capital	D	0	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0
4759 Indirect Costs	D	27,317	0	0	0	0
4757 IT Charges	D	0	0	0	0	0
4757 IT Tech Repl	S	0	0	0	0	0
4757 Fleet Charges	S	259	4	103	43	109
4757 Facility Charges	D	25,422	0	0	0	0
47 Insurance Tr's	S	1,548	22	614	260	652
Subtotal - Services & Supplies		111,059	676	23,383	8,063	26,198
Department Cost Total		621,907	7,981	225,986	93,783	241,418
Adjustments to Cost						
4385 Fin & Debt Services	D	0	0	0	0	0
45 Land & Capital	D	0	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:4 Public Information Office - GF

Description		Amount	General Admin	Countywide Intranet, Web & Emp Assist	FrontDesk/Switchboard	Public
46 Intergovernmental	D	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0
4759 Indirect Costs	D	(27,317)	0	0	0	0
4757 IT Charges	D	0	0	0	0	0
4757 Facility Charges	D	(25,422)	0	0	0	0
Subtotal - Adjustments		(52,739)	0	0	0	0
Total Costs After Adjustments		569,168	7,981	225,986	93,783	241,418
General Admin Distribution			(7,981)	3,211	1,359	3,411
Grand Total		$569,168		$229,197	$95,142	$244,829
						not allocated

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:4 Public Information Office - GF

	Department	First Incoming	Second Incoming	Countywide Intranet, Web & Emp Assist	FrontDesk/Switchboard	Public
1	Courts & Admin Building (CAB)	$8,701	$0	$3,501	$1,481	$3,719
	Subtotal - Building Interest and Deprec	8,701	0	3,501	1,481	3,719
2	Equipment Depreciation	25,332	0	10,192	4,312	10,827
	Subtotal - Equipment Depreciation	25,332	0	10,192	4,312	10,827
3	County Administration	1,533	0	617	261	655
	Subtotal - County Administrator - GF	1,533	0	617	261	655
4	Countywide Intranet, Web & Emp Assis	0	616	248	105	263
	Subtotal - Public Information Office - G	0	616	248	105	263
5	Billable Legal Fees	0	2,830	1,139	482	1,210
	Subtotal - County Atty Admin - GF	0	2,830	1,139	482	1,210
8	Accounts Payable	0	557	224	95	238
8	General Accounting	0	4,197	1,689	714	1,794
8	Payroll	0	562	226	96	240
8	Capital Assets	0	56	23	10	24
8	Audit	0	441	177	75	188
	Subtotal - Accounting - GF	0	5,813	2,339	990	2,485
9	Budget Analysis	0	581	234	99	248
9	Budget Issues	0	705	284	120	301
	Subtotal - Budget - GF	0	1,286	517	219	550
10	General HR	0	1,411	568	240	603
10	Compensation Program	0	561	226	96	240
	Subtotal - Human Resources - GF	0	1,972	793	336	843
11	Purchase Orders	0	1,131	455	193	483
11	Contract Amendements & Renewals	0	1,313	528	224	561
11	Purchasing Card Rebate	0	(130)	(52)	(22)	(56)
11	Countywide Programs	0	266	107	45	114
	Subtotal - Purchasing - GF	0	2,580	1,038	439	1,103
14	Board of County Commissioners	0	875	352	149	374

B. Incoming Costs - (Default Spread Salary%)

Dept:4 Public Information Office - GF

	Department	First Incoming	Second Incoming	Countywide Intranet, Web & Emp Assist	FrontDesk/Switchboard	Public
14	County Commissioner's Other	$0	$716	$288	$122	$306
	Subtotal - Board of County Comm - GF	0	1,591	640	271	680
15	Banking	0	396	159	67	169
15	Investments - General Fund	0	143	58	24	61
	Subtotal - Treasurer - GF	0	539	217	92	230
17	Non-Divisional	0	526	212	90	225
	Subtotal - Non-Departmental - GF	0	526	212	90	225
19	Fac - Courts & Admin Bldg	0	20,262	8,153	3,449	8,660
	Subtotal - Facilities & Const Mgmt - GF	0	20,262	8,153	3,449	8,660
20	EDMS	0	2,864	1,152	488	1,224
20	ERP	0	4,463	1,796	760	1,908
20	EMail	0	86	35	15	37
20	Network & Telecomm	0	4,317	1,737	735	1,845
20	GIS	0	1,965	791	335	840
20	AV	0	544	219	93	233
20	File/Print Servers	0	120	48	20	51
20	Enterprise Web Apps	0	672	270	114	287
20	Customer Service	0	5,492	2,210	935	2,347
	Subtotal - IT Services - GF	0	20,523	8,258	3,494	8,772
21	Record Management *	0	558	0	0	558
21	Record Storage *	0	1,640	0	0	1,640
	Subtotal - Archives & Records - GF	0	2,198	0	0	2,198
23	Clerk to the Board	0	150	60	26	64
	Subtotal - C&R Clerk to the Board - GF	0	150	60	26	64
1	Courts & Admin Building (CAB)	0	43	17	7	18
	Subtotal - Building Interest and Deprec	0	43	17	7	18
3	County Administration	0	305	123	52	130
	Subtotal - County Administrator - GF	0	305	123	52	130
Total Incoming		35,566	61,234	38,064	16,104	42,632
				40.13%	16.70%	43.16%
C. Total Allocated			$665,968	$267,261	$111,246	$287,461

Countywide Intranet, Web & Emp Assist Allocations

Dept:4 Public Information Office - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.20%	$493	$0	$493	$0	$493
4	Public Information Office - GF	6.25	0.25%	616	0	616	0	616
5	County Atty Admin - GF	31.15	1.26%	3,069	0	3,069	301	3,369
6	Admin Services - GF	1.00	0.04%	99	0	99	10	108
7	Finance & IT - GF	1.50	0.06%	148	0	148	14	162
8	Accounting - GF	18.38	0.74%	1,811	0	1,811	177	1,988
9	Budget - GF	6.50	0.26%	640	0	640	63	703
10	Human Resources - GF	14.50	0.59%	1,428	0	1,428	140	1,568
11	Purchasing - GF	7.00	0.28%	690	0	690	68	757
12	Development & Trans - GF	1.50	0.06%	148	0	148	14	162
13	Building Inspection - GF	27.00	1.09%	2,660	0	2,660	261	2,920
14	Board of County Comm - GF	4.80	0.19%	473	0	473	46	519
15	Treasurer - GF	13.00	0.53%	1,281	0	1,281	125	1,406
16	Document Production (Print Shop) - GF	1.00	0.04%	99	0	99	10	108
18	Transportation & Engineering - GF	35.00	1.42%	3,448	0	3,448	338	3,786
19	Facilities & Const Mgmt - GF	55.00	2.23%	5,418	0	5,418	531	5,949
20	IT Services - GF	65.90	2.67%	6,492	0	6,492	636	7,128
21	Archives & Records - GF	2.00	0.08%	197	0	197	19	216
22	C&R Administration - GF	8.00	0.32%	788	0	788	77	865
23	C&R Clerk to the Board - GF	3.00	0.12%	296	0	296	29	324
24	C&R Elections - GF	15.00	0.61%	1,478	0	1,478	145	1,622
25	C&R Motor Vehicle - GF	61.50	2.49%	6,058	0	6,058	594	6,652
26	C&R Recording - GF	16.00	0.65%	1,576	0	1,576	154	1,731
27	Assessor - GF	52.58	2.13%	5,180	0	5,180	508	5,687
28	CSU Extension - GF	5.50	0.22%	542	0	542	53	595
29	Coroner - GF	12.00	0.49%	1,182	0	1,182	116	1,298
30	County Attorney BOE - GF	1.00	0.04%	99	0	99	10	108
31	District Attorney Admin - GF	169.35	6.85%	16,683	0	16,683	1,635	18,318
32	District Atty Dom Violence - GF	1.00	0.04%	99	0	99	10	108
33	Emergency Management - GF	5.00	0.20%	493	0	493	48	541
34	Fairgrounds - GF	9.00	0.36%	887	0	887	87	973
36	Justice Services - GF	34.85	1.41%	3,433	0	3,433	336	3,770
37	Planning & Zoning - GF	40.90	1.65%	4,029	0	4,029	395	4,424
38	Public Trustee	8.80	0.36%	867	0	867	85	952
39	JCSO Detentions - GF	370.00	14.97%	36,449	0	36,449	3,572	40,021
40	JCSO Law Enforcement - GF	16.00	0.65%	1,576	0	1,576	154	1,731
41	JCSO Executive - GF	11.00	0.45%	1,084	0	1,084	106	1,190
42	JCSO Support Services - GF	123.00	4.98%	12,117	0	12,117	1,187	13,304
43	Surveyor - GF	1.00	0.04%	99	0	99	10	108
46	Dog Licensing Fund	2.00	0.08%	197	0	197	19	216
47	Insurance Fund	2.00	0.08%	197	0	197	19	216
48	Worker's Compensation Fund	2.00	0.08%	197	0	197	19	216
49	Open Space Fund	94.98	3.84%	9,357	0	9,357	917	10,273

Jefferson County,Colorado
Full Cost Allocation Plan

Countywide Intranet, Web & Emp Assist Allocations

Dept:4 Public Information Office - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.23%	$555	$0	$555	$54	$609
63 Road & Bridge Fund	180.60	7.31%	17,791	0	17,791	1,743	19,535
64 Social Services Fund	481.68	19.49%	47,451	0	47,451	4,650	52,101
65 Workforce Development Fund	26.88	1.09%	2,648	0	2,648	259	2,907
66 Head Start Fund	55.27	2.24%	5,445	0	5,445	534	5,978
69 Fleet Services Fund	23.00	0.93%	2,266	0	2,266	222	2,488
70 Library Fund	18.20	0.74%	1,793	0	1,793	176	1,969
71 Benefit Plan Fund	4.00	0.16%	394	0	394	39	433
72 Patrol Fund	266.00	10.76%	26,204	0	26,204	2,568	28,772
73 Inmate Welfare Fund	10.00	0.40%	985	0	985	97	1,082
75 Public Health Fund	13.87	0.56%	1,366	0	1,366	134	1,500
76 Airport Fund	20.80	0.84%	2,049	0	2,049	201	2,250
85 Community Development Fund	4.00	0.16%	394	0	394	39	433
Subtotal	2,471.87	100.00%	243,507	0	243,507	23,753	267,261
Direct Bills					0		0
Total					$243,507		$267,261

Basis Units: Benefit Eligible FTE with Health & Library charged at 10%
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

FrontDesk/Switchboard Allocations

Dept:4 Public Information Office - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
10 Human Resources - GF	784	0.66%	$673	$0	$673	$67	$740
13 Building Inspection - GF	2,221	1.88%	1,906	0	1,906	189	2,095
22 C&R Administration - GF	9,317	7.90%	7,995	0	7,995	794	8,789
25 C&R Motor Vehicle - GF	10,456	8.87%	8,972	0	8,972	891	9,863
27 Assessor - GF	2,255	1.91%	1,935	0	1,935	192	2,127
37 Planning & Zoning - GF	1,667	1.41%	1,430	0	1,430	142	1,572
40 JCSO Law Enforcement - GF	3,776	3.20%	3,240	0	3,240	322	3,562
64 Social Services Fund	2,340	1.98%	2,008	0	2,008	199	2,207
84 Solid Waste Management Fund	242	0.21%	208	0	208	21	228
86 Courts	60,708	51.48%	52,092	0	52,092	5,173	57,266
87 Non-County	24,167	20.49%	20,737	0	20,737	2,059	22,797
Subtotal	117,933	100.00%	101,196	0	101,196	10,050	111,246
Direct Bills					0		0
Total					$101,196		$111,246

Basis Units: FrontDesk & Switchboard Divisional Assistance
Source:

Allocation Summary

Dept:4 Public Information Office - GF

	Department	Countywide Intranet, Web & Emp Assist	FrontDesk/Switchboard	Public	Total
0	Direct Billed	$0	$0	$0	$0
3	County Administrator - GF	493	0	0	493
4	Public Information Office - GF	616	0	0	616
5	County Atty Admin - GF	3,369	0	0	3,369
6	Admin Services - GF	108	0	0	108
7	Finance & IT - GF	162	0	0	162
8	Accounting - GF	1,988	0	0	1,988
9	Budget - GF	703	0	0	703
10	Human Resources - GF	1,568	740	0	2,308
11	Purchasing - GF	757	0	0	757
12	Development & Trans - GF	162	0	0	162
13	Building Inspection - GF	2,920	2,095	0	5,016
14	Board of County Comm - GF	519	0	0	519
15	Treasurer - GF	1,406	0	0	1,406
16	Document Production (Print Shop) - GF	108	0	0	108
18	Transportation & Engineering - GF	3,786	0	0	3,786
19	Facilities & Const Mgmt - GF	5,949	0	0	5,949
20	IT Services - GF	7,128	0	0	7,128
21	Archives & Records - GF	216	0	0	216
22	C&R Administration - GF	865	8,789	0	9,654
23	C&R Clerk to the Board - GF	324	0	0	324
24	C&R Elections - GF	1,622	0	0	1,622
25	C&R Motor Vehicle - GF	6,652	9,863	0	16,515
26	C&R Recording - GF	1,731	0	0	1,731
27	Assessor - GF	5,687	2,127	0	7,814
28	CSU Extension - GF	595	0	0	595
29	Coroner - GF	1,298	0	0	1,298
30	County Attorney BOE - GF	108	0	0	108
31	District Attorney Admin - GF	18,318	0	0	18,318
32	District Atty Dom Violence - GF	108	0	0	108
33	Emergency Management - GF	541	0	0	541
34	Fairgrounds - GF	973	0	0	973
36	Justice Services - GF	3,770	0	0	3,770
37	Planning & Zoning - GF	4,424	1,572	0	5,996
38	Public Trustee	952	0	0	952
39	JCSO Detentions - GF	40,021	0	0	40,021
40	JCSO Law Enforcement - GF	1,731	3,562	0	5,293
41	JCSO Executive - GF	1,190	0	0	1,190
42	JCSO Support Services - GF	13,304	0	0	13,304
43	Surveyor - GF	108	0	0	108
46	Dog Licensing Fund	216	0	0	216

Allocation Summary

Dept:4 Public Information Office - GF

	Department	Countywide Intranet, Web & Emp Assist	FrontDesk/Switchboard	Public	Total
47	Insurance Fund	$216	$0	$0	$216
48	Worker's Compensation Fund	216	0	0	216
49	Open Space Fund	10,273	0	0	10,273
56	Boettcher Mansion Fund	609	0	0	609
63	Road & Bridge Fund	19,535	0	0	19,535
64	Social Services Fund	52,101	2,207	0	54,308
65	Workforce Development Fund	2,907	0	0	2,907
66	Head Start Fund	5,978	0	0	5,978
69	Fleet Services Fund	2,488	0	0	2,488
70	Library Fund	1,969	0	0	1,969
71	Benefit Plan Fund	433	0	0	433
72	Patrol Fund	28,772	0	0	28,772
73	Inmate Welfare Fund	1,082	0	0	1,082
75	Public Health Fund	1,500	0	0	1,500
76	Airport Fund	2,250	0	0	2,250
84	Solid Waste Management Fund	0	228	0	228
85	Community Development Fund	433	0	0	433
86	Courts	0	57,266	0	57,266
87	Non-County	0	22,797	0	22,797
Total		$267,261	$111,246	$0	$378,507

COUNTY ATTORNEY

Nature and Extent of Service

The County Attorney's Office (CAO) provides legal services to the BCC, county departments and divisions, elected and appointed officials, and other county agencies and affiliates. The CAO calculates fully loaded attorneys' fees, which includes the cost of salaries and benefits, IT Services, Facilities, support staff, and other attributable costs, to determine its hourly rates. Some costs are not included in their rates and are allocated to their clients via the Cost Allocation Plan. Additional information regarding the CAO follows:

- Human Services: Over 50% of the CAO represents the Department of Human Services, including predominantly child welfare, child support enforcement, mental health, and related contracts and grants.
- Litigation: The CAO represents all county officials and entities in a variety of litigation matters, including property tax, zoning enforcement, insurance defense, civil rights, employment, eminent domain, land use, liquor licensing, bankruptcy and other matters.
- Transactional: The CAO provides contract, purchasing, real estate, finance and other transactional legal support to its clients.
- Legal Advice: The CAO provides general legal advice to all its clients, including information regarding open records, open meetings, legislation, and other legal topics.

Indirect costs for these functions will be allocated to the receiving department/division's budgets. The County Attorney's Office includes the following ***functions***:

- ***Billable Legal Fees:*** The hourly rates for attorneys are billed directly to clients that are not included in the general fund, based on actual hours worked for the clients. These billed amounts are netted against the allocations for these clients. Legal services for clients that are within the general fund are allocated to the client on a per hour worked basis. These costs are based on the actual direct cost of services by client.

COUNTY ATTORNEY

Nature and Extent of Service Continued

- ***Litigation Costs:*** Costs associated with litigation services are billed or allocated to the client that incurred the litigation expense, based on the actual costs and expenses for the litigation. Litigation brought against the BCC is allocated to the client whose action precipitated the litigation.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs **Dept:5 County Atty Admin - GF**

Description		Amount	General Admin	Billable Legal Fees	Litigation Costs
Personnel Costs					
Salaries	S1	2,277,679	569,420	1,480,491	227,768
Salary % Split			*25.00%*	*65.00%*	*10.00%*
Benefits	S	626,670	156,668	407,336	62,667
Subtotal - Personnel Costs		2,904,349	726,088	1,887,827	290,435
Services & Supplies Cost					
4261 General Supplies	S	44,570	11,142	28,970	4,457
4264 Books & Periodicals	S	54,066	13,516	35,143	5,407
4269 Equipment	S	1,769	442	1,150	177
43300 Prof & Tech Services	P	43,866	0	6,917	36,949
4341 Utilities	S	8,000	2,000	5,200	800
4343 Repairs & Maint	S	351	88	228	35
4344 Rent & Lease	S	20,098	5,024	13,064	2,010
4351 Misc Serv & Chrgs	S	48	12	31	5
4354 Adv & Pub	S	0	0	0	0
4356 Dues-Mtgs-Train	S	33,865	8,466	22,012	3,386
4358 Travel-Freight-Deliv	S	1,638	410	1,065	164
4385 Fin & Debt Services	D	0	0	0	0
45 Land & Capital	D	0	0	0	0
46 Intergovernmental	D	0	0	0	0
47 Interdepartmental	D	0	0	0	0
4759 Indirect Costs	D	148,030	0	0	0
4757 IT Charges	D	816,083	0	0	0
4757 IT Tech Repl	S	15,306	3,826	9,949	1,531
4757 Fleet Charges	S	53	13	34	5
4757 Facility Charges	D	152,995	0	0	0
47 Insurance Tr's	S	14,709	3,677	9,561	1,471
Subtotal - Services & Supplies		1,355,447	48,616	133,324	56,397
Department Cost Total		4,259,796	774,704	2,021,151	346,832
Adjustments to Cost					
4385 Fin & Debt Services	D	0	0	0	0
45 Land & Capital	D	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:5 County Atty Admin - GF

Description		Amount	General Admin	Billable Legal Fees	Litigation Costs
46 Intergovernmental	D	0	0	0	0
47 Interdepartmental	D	0	0	0	0
4759 Indirect Costs	D	(148,030)	0	0	0
4757 IT Charges	D	(816,083)	0	0	0
4757 Facility Charges	D	(152,995)	0	0	0
Subtotal - Adjustments		(1,117,108)	0	0	0
Total Costs After Adjustments		3,142,688	774,704	2,021,151	346,832
General Admin Distribution			(774,704)	671,410	103,294
Grand Total		$3,142,687		$2,692,561	$450,126

B. Incoming Costs - (Default Spread Salary%)

Dept:5 County Atty Admin - GF

	Department	First Incoming	Second Incoming	Billable Legal Fees	Litigation Costs
1	Courts & Admin Building (CAB)	$53,984	$0	$46,786	$7,198
	Subtotal - Building Interest and Deprec	53,984	0	46,786	7,198
2	Equipment Depreciation	1,406	0	1,219	187
	Subtotal - Equipment Depreciation	1,406	0	1,219	187
3	County Administration	7,642	0	6,623	1,019
	Subtotal - County Administrator - GF	7,642	0	6,623	1,019
4	Countywide Intranet, Web & Emp Assis	3,069	0	2,660	409
	Subtotal - Public Information Office - G	3,069	0	2,660	409
8	Accounts Payable	0	8,616	7,467	1,149
8	General Accounting	0	9,386	8,135	1,251
8	Payroll	0	2,880	2,496	384
8	Capital Assets	0	85	74	11
8	Audit	0	2,210	1,915	295
	Subtotal - Accounting - GF	0	23,177	20,087	3,090
9	Budget Analysis	0	3,187	2,762	425
9	Budget Issues	0	3,512	3,044	468
	Subtotal - Budget - GF	0	6,699	5,806	893
10	Recruitment	0	3,321	2,878	443
10	General HR	0	5,839	5,060	779
10	Terminations	0	462	400	62
10	Unemployment	0	1,007	873	134
10	Training	0	954	827	127
10	Background Checks	0	69	60	9
10	Compensation Program	0	2,798	2,425	373
	Subtotal - Human Resources - GF	0	14,450	12,523	1,927
11	Purchase Orders	0	566	491	75
11	Purchasing Card Rebate	0	(277)	(240)	(37)
11	Countywide Programs	0	1,325	1,148	177

B. Incoming Costs - (Default Spread Salary%)

Dept:5 County Atty Admin - GF

	Department	First Incoming	Second Incoming	Billable Legal Fees	Litigation Costs
	Subtotal - Purchasing - GF	$0	$1,614	$1,399	$215
14	Board of County Commissioners	0	4,356	3,775	581
14	County Commissioner's Other	0	3,925	3,402	523
	Subtotal - Board of County Comm - GF	0	8,281	7,177	1,104
15	Banking	0	2,175	1,885	290
15	Investments - General Fund	0	786	681	105
	Subtotal - Treasurer - GF	0	2,961	2,566	395
17	Non-Divisional	0	2,620	2,271	349
	Subtotal - Non-Departmental - GF	0	2,620	2,271	349
19	Fac - Courts & Admin Bldg	0	125,722	108,959	16,763
	Subtotal - Facilities & Const Mgmt - GF	0	125,722	108,959	16,763
20	Department Specific Services	0	34,211	29,650	4,561
20	EDMS	0	14,276	12,373	1,903
20	ERP	0	22,243	19,277	2,966
20	EMail	0	429	372	57
20	Network & Telecomm	0	21,515	18,646	2,869
20	GIS	0	9,794	8,488	1,306
20	AV	0	2,709	2,348	361
20	File/Print Servers	0	600	520	80
20	Enterprise Web Apps	0	3,347	2,901	446
20	Customer Service	0	27,372	23,722	3,650
	Subtotal - IT Services - GF	0	136,496	118,297	18,199
21	Record Retrieval	0	8,685	7,527	1,158
21	Record Management	0	2,781	2,410	371
21	Record Storage	0	61,496	53,297	8,199
	Subtotal - Archives & Records - GF	0	72,962	63,234	9,728
23	Clerk to the Board	0	17,590	15,245	2,345
	Subtotal - C&R Clerk to the Board - GF	0	17,590	15,245	2,345
1	Courts & Admin Building (CAB)	0	266	231	35

B. Incoming Costs - (Default Spread Salary%)

Dept:5 County Atty Admin - GF

	Department	First Incoming	Second Incoming	Billable Legal Fees	Litigation Costs
	Subtotal - Building Interest and Deprec	$0	$266	$231	$35
3	County Administration	0	1,522	1,319	203
	Subtotal - County Administrator - GF	0	1,522	1,319	203
4	Countywide Intranet, Web & Emp Assis	0	301	261	40
	Subtotal - Public Information Office - G	0	301	261	40
Total Incoming		66,101	414,661	416,660	64,102
				85.81%	14.19%
C. Total Allocated			$3,623,449	$3,109,221	$514,228

Jefferson County,Colorado
Full Cost Allocation Plan

Billable Legal Fees Allocations

Dept:5 County Atty Admin - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	59,725.00	2.15%	$59,154	$0	$59,154	$0	$59,154
4	Public Information Office - GF	2,857.50	0.10%	2,830	0	2,830	0	2,830
6	Admin Services - GF	21,407.50	0.77%	21,203	0	21,203	2,835	24,038
8	Accounting - GF	13,725.00	0.49%	13,594	0	13,594	1,818	15,411
9	Budget - GF	2,482.50	0.09%	2,459	0	2,459	329	2,787
10	Human Resources - GF	91,242.50	3.29%	90,370	0	90,370	12,083	102,452
11	Purchasing - GF	5,933.75	0.21%	5,877	0	5,877	786	6,663
12	Development & Trans - GF	1,140.00	0.04%	1,129	0	1,129	151	1,280
13	Building Inspection - GF	5,865.00	0.21%	5,809	0	5,809	777	6,586
14	Board of County Comm - GF	79,010.00	2.85%	78,254	0	78,254	10,463	88,717
15	Treasurer - GF	22,716.25	0.82%	22,499	0	22,499	3,008	25,507
17	Non-Departmental - GF	7,722.50	0.28%	7,649	0	7,649	1,023	8,671
18	Transportation & Engineering - GF	32,442.50	1.17%	32,132	0	32,132	4,296	36,428
19	Facilities & Const Mgmt - GF	54,757.50	1.97%	54,234	0	54,234	7,251	61,485
20	IT Services - GF	67,967.50	2.45%	67,317	0	67,317	9,000	76,318
22	C&R Administration - GF	29,728.75	1.07%	29,444	0	29,444	3,937	33,381
23	C&R Clerk to the Board - GF	17,472.50	0.63%	17,305	0	17,305	2,314	19,619
27	Assessor - GF	17,997.50	0.65%	17,825	0	17,825	2,383	20,209
28	CSU Extension - GF	517.50	0.02%	513	0	513	69	581
29	Coroner - GF	90.00	0.00%	89	0	89	12	101
30	County Attorney BOE - GF	52,697.50	1.90%	52,193	0	52,193	6,978	59,172
31	District Attorney Admin - GF	17,617.50	0.63%	17,449	0	17,449	2,333	19,782
33	Emergency Management - GF	280.00	0.01%	277	0	277	37	314
34	Fairgrounds - GF	460.00	0.02%	456	0	456	61	517
36	Justice Services - GF	9,635.00	0.35%	9,543	0	9,543	1,276	10,819
37	Planning & Zoning - GF	207,748.00	7.48%	205,760	0	205,760	27,511	233,271
38	Public Trustee	23,350.00	0.84%	23,127	(23,091)	35	3,092	3,127
40	JCSO Law Enforcement - GF	8,415.00	0.30%	8,334	0	8,334	1,114	9,449
41	JCSO Executive - GF	128,845.00	4.64%	127,612	0	127,612	17,062	144,674
47	Insurance Fund	15,267.50	0.55%	15,121	0	15,121	2,022	17,143
49	Open Space Fund	173,189.00	6.24%	171,532	(167,352)	4,180	22,934	27,114
56	Boettcher Mansion Fund	357.50	0.01%	354	(358)	(3)	47	44
63	Road & Bridge Fund	40,142.75	1.45%	39,759	0	39,759	5,316	45,074
64	Social Services Fund	1,455,313.20	52.42%	1,441,389	(1,412,741)	28,648	192,717	221,365
65	Workforce Development Fund	9,868.75	0.36%	9,774	(9,150)	624	1,307	1,931
66	Head Start Fund	7,270.00	0.26%	7,200	(6,634)	567	963	1,529
69	Fleet Services Fund	2,558.75	0.09%	2,534	0	2,534	339	2,873
70	Library Fund	8,986.00	0.32%	8,900	(8,826)	74	1,190	1,264
75	Public Health Fund	945.00	0.03%	936	0	936	125	1,061
76	Airport Fund	24,205.00	0.87%	23,973	(23,798)	176	3,205	3,381
85	Community Development Fund	22,448.75	0.81%	22,234	(21,821)	413	2,973	3,385
87	Non-County	32,011.50	1.15%	31,705	0	31,705	4,239	35,944

Jefferson County,Colorado
Full Cost Allocation Plan

Billable Legal Fees Allocations

Dept:5 County Atty Admin - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
Subtotal	2,776,412.95	100.00%	2,749,849	(1,673,770)	1,076,079	359,373	1,435,451
Direct Bills					1,673,770		1,673,770
Total					$2,749,849		$3,109,221

Basis Units: Actual Direct Cost of Service
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Litigation Costs Allocations

Dept:5 County Atty Admin - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
10 Human Resources - GF	13,113.41	2.87%	$13,184	$0	$13,184	$1,588	$14,773
15 Treasurer - GF	6,000.69	1.31%	6,033	0	6,033	727	6,760
18 Transportation & Engineering - GF	115.00	0.03%	116	0	116	14	130
19 Facilities & Const Mgmt - GF	38.75	0.01%	39	0	39	5	44
20 IT Services - GF	6,210.22	1.36%	6,244	0	6,244	752	6,996
22 C&R Administration - GF	77,229.59	16.92%	77,648	0	77,648	9,354	87,002
27 Assessor - GF	11,349.75	2.49%	11,411	0	11,411	1,375	12,786
30 County Attorney BOE - GF	31,313.10	6.86%	31,483	0	31,483	3,793	35,276
36 Justice Services - GF	332.50	0.07%	334	0	334	40	375
37 Planning & Zoning - GF	56,124.28	12.30%	56,428	0	56,428	6,798	63,226
38 Public Trustee	8,912.00	1.95%	8,960	(8,374)	586	1,079	1,666
40 JCSO Law Enforcement - GF	107,141.05	23.47%	107,722	0	107,722	12,977	120,699
47 Insurance Fund	7,410.00	1.62%	7,450	0	7,450	898	8,348
49 Open Space Fund	11,858.00	2.60%	11,922	(11,580)	342	1,436	1,779
63 Road & Bridge Fund	1,186.00	0.26%	1,192	0	1,192	144	1,336
64 Social Services Fund	19,180.72	4.20%	19,285	0	19,285	2,323	21,608
70 Library Fund	205.00	0.04%	206	(205)	1	25	26
76 Airport Fund	180.00	0.04%	181	(180)	1	22	23
85 Community Development Fund	2,618.75	0.57%	2,633	0	2,633	317	2,950
87 Non-County	95,946.77	21.02%	96,467	0	96,467	11,621	108,088
Subtotal	456,465.58	100.00%	458,939	(20,339)	438,600	55,288	493,889
Direct Bills					20,339		20,339
Total					$458,939		$514,228

Basis Units: Actual Litigation costs by dept/div
Source:

Allocation Summary

Dept:5 County Atty Admin - GF

	Department	Billable Legal Fees	Litigation Costs	Total
0	Direct Billed	$1,673,770	$20,339	$1,694,109
3	County Administrator - GF	59,154	0	59,154
4	Public Information Office - GF	2,830	0	2,830
6	Admin Services - GF	24,038	0	24,038
8	Accounting - GF	15,411	0	15,411
9	Budget - GF	2,787	0	2,787
10	Human Resources - GF	102,452	14,773	117,225
11	Purchasing - GF	6,663	0	6,663
12	Development & Trans - GF	1,280	0	1,280
13	Building Inspection - GF	6,586	0	6,586
14	Board of County Comm - GF	88,717	0	88,717
15	Treasurer - GF	25,507	6,760	32,267
17	Non-Departmental - GF	8,671	0	8,671
18	Transportation & Engineering - GF	36,428	130	36,558
19	Facilities & Const Mgmt - GF	61,485	44	61,528
20	IT Services - GF	76,318	6,996	83,314
22	C&R Administration - GF	33,381	87,002	120,383
23	C&R Clerk to the Board - GF	19,619	0	19,619
27	Assessor - GF	20,209	12,786	32,995
28	CSU Extension - GF	581	0	581
29	Coroner - GF	101	0	101
30	County Attorney BOE - GF	59,172	35,276	94,447
31	District Attorney Admin - GF	19,782	0	19,782
33	Emergency Management - GF	314	0	314
34	Fairgrounds - GF	517	0	517
36	Justice Services - GF	10,819	375	11,193
37	Planning & Zoning - GF	233,271	63,226	296,497
38	Public Trustee	3,127	1,666	4,793
40	JCSO Law Enforcement - GF	9,449	120,699	130,148
41	JCSO Executive - GF	144,674	0	144,674
47	Insurance Fund	17,143	8,348	25,491
49	Open Space Fund	27,114	1,779	28,893
56	Boettcher Mansion Fund	44	0	44
63	Road & Bridge Fund	45,074	1,336	46,411
64	Social Services Fund	221,365	21,608	242,973
65	Workforce Development Fund	1,931	0	1,931
66	Head Start Fund	1,529	0	1,529
69	Fleet Services Fund	2,873	0	2,873
70	Library Fund	1,264	26	1,290
75	Public Health Fund	1,061	0	1,061
76	Airport Fund	3,381	23	3,404

Allocation Summary

Dept:5 County Atty Admin - GF

Department	Billable Legal Fees	Litigation Costs	Total
85 Community Development Fund	$3,385	$2,950	$6,336
87 Non-County	35,944	108,088	144,032
Total	$3,109,221	$514,228	$3,623,449

ADMINISTRATIVE SERVICES

Nature and Extent of Service

The Administrative Services Department provides administrative and managerial support to Accounting, Budget, Purchasing, Facilities, IT Services, Archives, Print Shop, Insurance (Risk Management) and Fleet. As of November 1, 2012, Administrative Services is no longer in existence due to reorganization. Indirect costs for this function will be allocated to the receiving division's budgets. The Administrative Services Department includes the following ***function***:

- ***Administrative Services Supervision:*** Costs associated with administrative services are allocated based on the number of benefit eligible FTE's supervised per division.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs **Dept:6 Admin Services - GF**

Description		Amount	General Admin	Administrative Services Supervision
Personnel Costs				
Salaries	S1	140,572	0	140,572
Salary % Split			*.00%*	*100.00%*
Benefits	S	45,601	0	45,601
Subtotal - Personnel Costs		186,173	0	186,173
Services & Supplies Cost				
4261 General Supplies	S	957	0	957
4264 Books & Periodicals	S	0	0	0
4269 Equipment	S	165	0	165
43300 Prof & Tech Services	S	4,622	0	4,622
4341 Utilities	S	958	0	958
4343 Repairs & Maint	S	0	0	0
4344 Rent & Lease	S	0	0	0
4351 Misc Serv & Chrgs	S	0	0	0
4354 Adv & Pub	S	0	0	0
4356 Dues-Mtgs-Train	S	2,187	0	2,187
4358 Travel-Freight-Deliv	S	5,381	0	5,381
4385 Fin & Debt Services	D	0	0	0
45 Land & Capital	D	0	0	0
46 Intergovernmental	D	0	0	0
47 Interdepartmental	D	0	0	0
4759 Indirect Costs	D	18,242	0	0
4757 IT Charges	D	4,910	0	0
4757 IT Tech Repl	S	1,409	0	1,409
4757 Fleet Charges	S	0	0	0
4757 Facility Charges	D	2,318	0	0
47 Insurance Tr's	S	349	0	349
Subtotal - Services & Supplies		41,498	0	16,028
Department Cost Total		227,671	0	202,201
Adjustments to Cost				
4385 Fin & Debt Services	D	0	0	0
45 Land & Capital	D	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:6 Admin Services - GF

Description		Amount	General Admin	Administrative Services Supervision
46 Intergovernmental	D	0	0	0
47 Interdepartmental	D	0	0	0
4759 Indirect Costs	D	(18,242)	0	0
4757 IT Charges	D	(4,910)	0	0
4757 Facility Charges	D	(2,318)	0	0
Subtotal - Adjustments		(25,470)	0	0
Total Costs After Adjustments		202,201	0	202,201
General Admin Distribution			0	0
Grand Total		$202,201		$202,201

B. Incoming Costs - (Default Spread Salary%)

Dept:6 Admin Services - GF

	Department	First Incoming	Second Incoming	Administrative Services Supervision
1	Courts & Admin Building (CAB)	$828	$0	$828
	Subtotal - Building Interest and Deprec	828	0	828
3	County Administration	245	0	245
	Subtotal - County Administrator - GF	245	0	245
4	Countywide Intranet, Web & Emp Assis	99	0	99
	Subtotal - Public Information Office - G	99	0	99
5	Billable Legal Fees	21,203	0	21,203
	Subtotal - County Atty Admin - GF	21,203	0	21,203
8	Accounts Payable	0	225	225
8	General Accounting	0	4,738	4,738
8	Payroll	0	141	141
8	Audit	0	434	434
	Subtotal - Accounting - GF	0	5,538	5,538
9	Budget Analysis	0	211	211
9	Budget Issues	0	113	113
	Subtotal - Budget - GF	0	324	324
10	Recruitment	0	830	830
10	General HR	0	171	171
10	Terminations	0	92	92
10	Training	0	954	954
10	Background Checks	0	14	14
10	Compensation Program	0	90	90
	Subtotal - Human Resources - GF	0	2,151	2,151
11	Purchasing Card Rebate	0	(95)	(95)
11	Countywide Programs	0	43	43
	Subtotal - Purchasing - GF	0	(52)	(52)
14	Board of County Commissioners	0	140	140

B. Incoming Costs - (Default Spread Salary%)

Dept:6 Admin Services - GF

	Department	First Incoming	Second Incoming	Administrative Services Supervision
14	County Commissioner's Other	$0	$260	$260
	Subtotal - Board of County Comm - GF	0	400	400
15	Banking	0	144	144
15	Investments - General Fund	0	52	52
	Subtotal - Treasurer - GF	0	196	196
17	Non-Divisional	0	84	84
	Subtotal - Non-Departmental - GF	0	84	84
19	Fac - Courts & Admin Bldg	0	1,928	1,928
	Subtotal - Facilities & Const Mgmt - GF	0	1,928	1,928
20	EDMS	0	458	458
20	ERP	0	714	714
20	EMail	0	14	14
20	Network & Telecomm	0	691	691
20	GIS	0	314	314
20	AV	0	87	87
20	File/Print Servers	0	19	19
20	Enterprise Web Apps	0	107	107
20	Customer Service	0	879	879
	Subtotal - IT Services - GF	0	3,283	3,283
21	Record Management	0	89	89
21	Record Storage	0	7,024	7,024
	Subtotal - Archives & Records - GF	0	7,113	7,113
23	Clerk to the Board	0	1,804	1,804
	Subtotal - C&R Clerk to the Board - GF	0	1,804	1,804
1	Courts & Admin Building (CAB)	0	4	4
	Subtotal - Building Interest and Deprec	0	4	4
3	County Administration	0	49	49

B. Incoming Costs - (Default Spread Salary%)

Dept:6 Admin Services - GF

	Department	First Incoming	Second Incoming	Administrative Services Supervision
	Subtotal - County Administrator - GF	$0	$49	$49
4	Countywide Intranet, Web & Emp Assis	0	10	10
	Subtotal - Public Information Office - G	0	10	10
5	Billable Legal Fees	0	2,835	2,835
	Subtotal - County Atty Admin - GF	0	2,835	2,835
Total Incoming		22,375	25,667	48,042
				100.00%
C. Total Allocated			$250,243	$250,243

Jefferson County,Colorado
Full Cost Allocation Plan

Administrative Services Supervision Allocations

Dept:6 Admin Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
8	Accounting - GF	18.38	10.06%	$22,583	$0	$22,583	$2,581	$25,164
9	Budget - GF	6.50	3.56%	7,986	0	7,986	913	8,899
11	Purchasing - GF	7.00	3.83%	8,601	0	8,601	983	9,584
16	Document Production (Print Shop) - GF	1.00	0.55%	1,229	0	1,229	140	1,369
19	Facilities & Const Mgmt - GF	55.00	30.09%	67,577	0	67,577	7,723	75,300
20	IT Services - GF	65.90	36.05%	80,969	0	80,969	9,254	90,223
21	Archives & Records - GF	2.00	1.09%	2,457	0	2,457	281	2,738
47	Insurance Fund	2.00	1.09%	2,457	0	2,457	281	2,738
48	Worker's Compensation Fund	2.00	1.09%	2,457	0	2,457	281	2,738
69	Fleet Services Fund	23.00	12.58%	28,259	0	28,259	3,230	31,489
Subtotal		182.78	100.00%	224,576	0	224,576	25,667	250,243
Direct Bills						0		0
Total						$224,576		$250,243

Basis Units: Benefit Eligible FTE's for divisions supervised
Source:

Allocation Summary

Dept:6 Admin Services - GF

	Department	Administrative Services Supervision	Total
0	Direct Billed	$0	$0
8	Accounting - GF	25,164	25,164
9	Budget - GF	8,899	8,899
11	Purchasing - GF	9,584	9,584
16	Document Production (Print Shop) - GF	1,369	1,369
19	Facilities & Const Mgmt - GF	75,300	75,300
20	IT Services - GF	90,223	90,223
21	Archives & Records - GF	2,738	2,738
47	Insurance Fund	2,738	2,738
48	Worker's Compensation Fund	2,738	2,738
69	Fleet Services Fund	31,489	31,489
Total		$250,243	$250,243

FINANCE & IT

Nature and Extent of Service

The Finance & IT (FIT) Department provides administrative and managerial support to Accounting/Purchasing, Budget/Risk Management and IT Services/Archives/Print Shop. Indirect costs for this function will be allocated to the receiving division's budgets. FIT includes the following ***function***:

- ***Finance & IT Supervision:*** Costs associated with administrative services are allocated based on the number of benefit eligible FTE's supervised per division.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:7 Finance & IT - GF

Description		Amount	General Admin	Finance & IT Supervision
Personnel Costs				
Salaries	S1	5,674	0	5,674
Salary % Split			*.00%*	*100.00%*
Benefits	S	0	0	0
Subtotal - Services & Supplies		5,674	0	5,674
Department Cost Total		5,674	0	5,674
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments		5,674	0	5,674
General Admin Distribution			0	0
Grand Total		$5,674		$5,674

B. Incoming Costs - (Default Spread Expense%)

Dept:7 Finance & IT - GF

	Department	First Incoming	Second Incoming	Finance & IT Supervision
3	County Administration	$368	$0	$368
	Subtotal - County Administrator - GF	368	0	368
4	Countywide Intranet, Web & Emp Assis	148	0	148
	Subtotal - Public Information Office - G	148	0	148
9	Budget Issues	0	169	169
	Subtotal - Budget - GF	0	169	169
10	General HR	0	256	256
10	Compensation Program	0	135	135
	Subtotal - Human Resources - GF	0	391	391
11	Countywide Programs	0	64	64
	Subtotal - Purchasing - GF	0	64	64
14	Board of County Commissioners	0	210	210
	Subtotal - Board of County Comm - GF	0	210	210
17	Non-Divisional	0	126	126
	Subtotal - Non-Departmental - GF	0	126	126
20	EDMS	0	687	687
20	ERP	0	1,071	1,071
20	EMail	0	21	21
20	Network & Telecomm	0	1,036	1,036
20	GIS	0	472	472
20	AV	0	130	130
20	File/Print Servers	0	29	29
20	Enterprise Web Apps	0	161	161
20	Customer Service	0	1,318	1,318
	Subtotal - IT Services - GF	0	4,925	4,925
21	Record Management	0	134	134
	Subtotal - Archives & Records - GF	0	134	134
3	County Administration	0	73	73

B. Incoming Costs - (Default Spread Expense%)

Dept:7 Finance & IT - GF

Department	First Incoming	Second Incoming	Finance & IT Supervision
Subtotal - County Administrator - GF	$0	$73	$73
4 Countywide Intranet, Web & Emp Assis	0	14	14
Subtotal - Public Information Office - G	0	14	14
Total Incoming	516	6,106	6,622
			100.00%
C. Total Allocated		$12,296	$12,296

Jefferson County,Colorado
Full Cost Allocation Plan

Finance & IT Supervision Allocations

Dept:7 Finance & IT - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
8	Accounting - GF	18.38	17.54%	$1,086	$0	$1,086	$1,071	$2,157
9	Budget - GF	6.50	6.20%	384	0	384	379	763
11	Purchasing - GF	7.00	6.68%	414	0	414	408	821
16	Document Production (Print Shop) - GF	1.00	0.95%	59	0	59	58	117
20	IT Services - GF	65.90	62.89%	3,893	0	3,893	3,840	7,733
21	Archives & Records - GF	2.00	1.91%	118	0	118	117	235
47	Insurance Fund	2.00	1.91%	118	0	118	117	235
48	Worker's Compensation Fund	2.00	1.91%	118	0	118	117	235
Subtotal		104.78	100.00%	6,190	0	6,190	6,106	12,296
Direct Bills						0		0
Total						$6,190		$12,296

Basis Units: Benefit Eligible FTE's for divisions supervised
Source:

Allocation Summary

Dept:7 Finance & IT - GF

	Department	Finance & IT Supervision	Total
0	Direct Billed	$0	$0
8	Accounting - GF	2,157	2,157
9	Budget - GF	763	763
11	Purchasing - GF	821	821
16	Document Production (Print Shop) - GF	117	117
20	IT Services - GF	7,733	7,733
21	Archives & Records - GF	235	235
47	Insurance Fund	235	235
48	Worker's Compensation Fund	235	235
Total		$12,296	$12,296

ACCOUNTING

Nature and Extent of Service

The Accounting division is responsible for processing, compiling, analyzing and interpreting the county's accounting records and financial data. Indirect costs for these functions will be allocated to the receiving department/division's budgets. The Accounting Division includes the following ***functions***:

- ***Accounts Receivable (AR):*** This function includes invoicing external customers, sending out statements, applying cash receipts to open invoices and processing various monthly and year end reports. Costs associated with this function are allocated based on the number of accounts receivable transactions per department/division excluding the Sheriff's Office who process their own AR.
- ***Accounts Payable (AP):*** This function pays the county's bills. This includes entering vouchers (open face, purchase orders and contracts), processing the weekly check run (including wire payments), processing special check runs as needed, maintaining vendor address book records, maintaining and reporting 1099 information and assisting vendors with their inquiries. Costs associated with this function are allocated based on the number of accounts payable transactions per department/division with Treasurer charged at 10%; Library, Public Health, Sheriff, Fairgrounds, Boettcher Mansion, Workforce Development, Community Development, Open Space, District Attorney and Planning & Zoning charged at 25%; Fleet, Road & Bridge and Facilities charged at 50%; Human Services charged at 75%; and Head Start charged at 90% to account for in-house accounts payable services.
- ***General Accounting:*** This function includes a variety of different tasks as follows:
  - *Reporting and Analysis:* Accounting is responsible for several annual reports such as the Comprehensive Annual Financial Report (CAFR), Single Audit Report and Cost Allocation Plans. Other annual reports include U.S. Census report, Colorado State University annual report and Conservation Trust Fund annual report. The Treasurer's report is required by statute and published twice a year. Several quarterly reports are prepared including financial reports, federal grant reports and sales tax reports. Some monthly reports are prepared as well.

ACCOUNTING

Nature and Extent of Service Continued

- *Monthly, Quarterly and Year End Processes:* Those processes include preparing journal entries, reconciliations and specific year end functions such as the encumbrance rollover and audit preparation.
- *Debt Management:* This function includes semi-annual long term debt principal and interest payments, arbitrage compliance and draws of bond proceeds.
- *Cash Receipts (CR):* Miscellaneous cash receipts are processed in addition to accounts receivable invoices.
- *Other Miscellaneous Tasks:* Other tasks include sales tax administration, general assistance to internal customers, general ledger inquiries, reporting, financial system assistance, scanning, documenting and open records requests.

Costs associated with this function are allocated based on the number of Journal Entry (JE) transactions per department/division with Treasurer charged at 10%; Clerk & Recorder charged at 25%; and Planning & Zoning and Building Safety charged at 50% to account for in-house general accounting services.

- ***Payroll:*** This function pays the county's employees. This includes processing the bi-monthly payroll and interim payrolls as needed, processing W-2's annually, preparing quarterly state and federal reports, processing wire payments and answering employee inquiries. Costs are allocated based on the number of W-2's per department/division.
- ***Capital Assets:*** This function safeguards the county's inventory of assets. This includes conducting physical inventories, disposing of surplus assets and adding/disposing of assets in the financial system. Costs are allocated based on the number of land, building and equipment assets maintained by each department/division.

ACCOUNTING

Nature and Extent of Service Continued

- ***Audit:*** This function captures the cost of the external audit, less the federal grant portion below. Costs associated with this function are allocated out to all county department/divisions based on the total number of accounting transactions (AR, AP, JE and CR) per department/division. Cash Receipt transactions are allocated with Treasurer charged at 0%; Open Space, Clerk & Recorder, Public Health, Boettcher Mansion, Community Development, Head Start, Social Services, CSU Extension, Fairgrounds, Sheriff's Office, Library, Public Trustee, Transportation & Engineering, Assessor and Justice Services charged at 10%; Airport charged at 15%; and District Attorney charged at 50% to account for inhouse processing of cash receipts.
- ***A-133 Federal Compliance Audit***: This function captures the additional cost of the external audit relating to our federal grant awards. The cost is allocated only to those areas receiving federal grant revenues. Costs are allocated based on the Schedule of Expenditures of Federal Awards (SEFA).

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs **Dept:8 Accounting - GF**

Description		Amount	General Admin	Accounts Receivable	Accounts Payable	General Accounting	Payroll	Capital Assets	Audit	A-133 Fed. Compliance Audit
Personnel Costs										
Salaries	S1	975,631	115,917	28,979	222,173	386,389	173,875	48,299	0	0
Salary % Split			*11.88%*	*2.97%*	*22.77%*	*39.60%*	*17.82%*	*4.95%*	*.00%*	*.00%*
Benefits	S	295,908	35,157	8,789	67,385	117,191	52,736	14,649	0	0
Subtotal - Personnel Costs		1,271,539	151,074	37,768	289,558	503,580	226,611	62,948	0	0
Services & Supplies Cost										
4261 General Supplies	S	19,611	2,330	583	4,466	7,767	3,495	971	0	0
4264 Books & Periodicals	S	1,242	148	37	283	492	221	61	0	0
4269 Equipment	S	243	29	7	55	96	43	12	0	0
43300 Prof & Tech Services	P	306,279	17,794	0	0	0	0	0	169,145	119,340
4341 Utilities	S	2,598	309	77	592	1,029	463	129	0	0
4343 Repairs & Maint	S	3,668	436	109	835	1,453	654	182	0	0
4344 Rent & Lease	S	4,318	513	128	983	1,710	770	214	0	0
4351 Misc Serv & Chrgs	S	7,239	860	215	1,648	2,867	1,290	358	0	0
4354 Adv & Pub	S	21,532	2,558	640	4,903	8,528	3,837	1,066	0	0
4356 Dues-Mtgs-Train	S	4,390	522	130	1,000	1,739	782	217	0	0
4358 Travel-Freight-Deliv	S	22	3	1	5	9	4	1	0	0
4331 Consulting Services	S	0	0	0	0	0	0	0	0	0
45 Land & Capital	D	0	0	0	0	0	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0	0	0	0	0
4759 Indirect Costs	D	104,793	0	0	0	0	0	0	0	0
4757 IT Charges	D	63,707	0	0	0	0	0	0	0	0
4757 IT Tech Repl	S	6,003	713	178	1,367	2,377	1,070	297	0	0
4757 Fleet Charges	P	6,369	0	0	0	0	0	6,369	0	0
4757 Facility Charges	D	79,845	0	0	0	0	0	0	0	0
47 Insurance Tr's	S	8,245	980	245	1,878	3,265	1,469	408	0	0
Subtotal - Services & Supplies		640,104	27,195	2,350	18,015	31,332	14,098	10,285	169,145	119,340
Department Cost Total		1,911,643	178,269	40,118	307,573	534,912	240,709	73,233	169,145	119,340
Adjustments to Cost										
45 Land & Capital	D	0	0	0	0	0	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:8 Accounting - GF

Description		Amount	General Admin	Accounts Receivable	Accounts Payable	General Accounting	Payroll	Capital Assets	Audit	A-133 Fed. Compliance Audit
47 Interdepartmental	D	0	0	0	0	0	0	0	0	0
4759 Indirect Costs	D	(104,793)	0	0	0	0	0	0	0	0
4757 IT Charges	D	(63,707)	0	0	0	0	0	0	0	0
4757 Facility Charges	D	(79,845)	0	0	0	0	0	0	0	0
Subtotal - Adjustments		(248,345)	0	0	0	0	0	0	0	0
Total Costs After Adjustments		1,663,298	178,269	40,118	307,573	534,912	240,709	73,233	169,145	119,340
General Admin Distribution			(178,269)	6,009	46,069	80,121	36,054	10,015	0	0
Grand Total		$1,663,299		$46,127	$353,642	$615,033	$276,763	$83,248	$169,145	$119,340

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:8 Accounting - GF

	Department	First Incoming	Second Incoming	Accounts Receivable	Accounts Payable	General Accounting	Payroll	Capital Assets	Audit	A-133 Fed. Compliance Audit
1	Courts & Admin Building (CAB)	$26,779	$0	$903	$6,920	$12,036	$5,416	$1,504	$0	$0
1	Laramie Building	812	0	27	210	365	164	46	0	0
1	Central Shops Building	758	0	26	196	341	153	43	0	0
	Subtotal - Building Interest and Deprec	28,349	0	956	7,326	12,741	5,734	1,593	0	0
2	Equipment Depreciation	1,567	0	53	405	704	317	88	0	0
	Subtotal - Equipment Depreciation	1,567	0	53	405	704	317	88	0	0
3	County Administration	4,509	0	152	1,165	2,027	912	253	0	0
	Subtotal - County Administrator - GF	4,509	0	152	1,165	2,027	912	253	0	0
4	Countywide Intranet, Web & Emp Assis	1,811	0	61	468	814	366	102	0	0
	Subtotal - Public Information Office - Gl	1,811	0	61	468	814	366	102	0	0
5	Billable Legal Fees	13,594	0	458	3,513	6,110	2,749	764	0	0
	Subtotal - County Atty Admin - GF	13,594	0	458	3,513	6,110	2,749	764	0	0
6	Administrative Services Supervision	22,583	0	761	5,836	10,150	4,567	1,269	0	0
	Subtotal - Admin Services - GF	22,583	0	761	5,836	10,150	4,567	1,269	0	0
7	Finance & IT Supervision	1,086	0	37	281	488	220	61	0	0
	Subtotal - Finance & IT - GF	1,086	0	37	281	488	220	61	0	0
8	Accounts Payable	0	1,259	42	325	566	255	71	0	0
8	General Accounting	0	6,250	211	1,615	2,809	1,264	351	0	0
8	Payroll	0	1,475	50	381	663	298	83	0	0
8	Capital Assets	0	169	6	44	76	34	9	0	0
8	Audit	0	746	25	193	335	151	42	0	0
	Subtotal - Accounting - GF	0	9,899	334	2,558	4,449	2,002	556	0	0
9	Budget Analysis	0	1,682	57	435	756	340	94	0	0
9	Budget Issues	0	2,073	70	536	932	419	116	0	0
	Subtotal - Budget - GF	0	3,755	127	970	1,688	759	211	0	0
10	Recruitment	0	3,321	112	858	1,493	672	187	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:8 Accounting - GF

	Department	First Incoming	Second Incoming	Accounts Receivable	Accounts Payable	General Accounting	Payroll	Capital Assets	Audit	A-133 Fed. Compliance Audit
10	General HR	$0	$3,143	$106	$812	$1,413	$636	$177	$0	$0
10	Terminations	0	369	12	95	166	75	21	0	0
10	Unemployment	0	503	17	130	226	102	28	0	0
10	Training	0	3,392	114	877	1,524	686	191	0	0
10	Background Checks	0	55	2	14	25	11	3	0	0
10	Compensation Program	0	1,651	56	427	742	334	93	0	0
	Subtotal - Human Resources - GF	0	12,434	419	3,213	5,588	2,515	699	0	0
11	Purchase Orders	0	1,131	38	292	508	229	64	0	0
11	Contract Amendements & Renewals	0	5,254	177	1,358	2,361	1,063	295	0	0
11	Purchasing Card Rebate	0	(158)	(5)	(41)	(71)	(32)	(9)	0	0
11	Countywide Programs	0	782	26	202	351	158	44	0	0
	Subtotal - Purchasing - GF	0	7,009	236	1,811	3,150	1,418	394	0	0
14	Board of County Commissioners	0	2,574	87	665	1,157	521	145	0	0
14	County Commissioner's Other	0	2,072	70	535	931	419	116	0	0
	Subtotal - Board of County Comm - GF	0	4,646	157	1,201	2,088	940	261	0	0
15	Banking	0	1,148	39	297	516	232	64	0	0
15	Investments - General Fund	0	415	14	107	187	84	23	0	0
	Subtotal - Treasurer - GF	0	1,563	53	404	702	316	88	0	0
17	Non-Divisional	0	1,546	52	400	695	313	87	0	0
	Subtotal - Non-Departmental - GF	0	1,546	52	400	695	313	87	0	0
19	Fac - Courts & Admin Bldg	0	62,365	2,102	16,117	28,029	12,613	3,504	0	0
19	Fac - Laramie Bldg	0	2,684	90	694	1,206	543	151	0	0
19	Fac - Central Shop Bldg	0	1,296	44	335	582	262	73	0	0
	Subtotal - Facilities & Const Mgmt - GF	0	66,345	2,236	17,145	29,818	13,418	3,727	0	0
20	EDMS	0	8,423	284	2,177	3,786	1,704	473	0	0
20	ERP	0	13,125	442	3,392	5,899	2,654	737	0	0
20	EMail	0	253	9	65	114	51	14	0	0
20	Network & Telecomm	0	12,695	428	3,281	5,706	2,568	713	0	0
20	GIS	0	5,779	195	1,493	2,597	1,169	325	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:8 Accounting - GF

	Department	First Incoming	Second Incoming	Accounts Receivable	Accounts Payable	General Accounting	Payroll	Capital Assets	Audit	A-133 Fed. Compliance Audit
20	AV	$0	$1,598	$54	$413	$718	$323	$90	$0	$0
20	File/Print Servers	0	354	12	91	159	72	20	0	0
20	Enterprise Web Apps	0	1,975	67	510	888	399	111	0	0
20	Customer Service	0	16,151	544	4,174	7,259	3,266	907	0	0
	Subtotal - IT Services - GF	0	60,353	2,034	15,597	27,125	12,206	3,391	0	0
21	Record Retrieval	0	2,461	83	636	1,106	498	138	0	0
21	Record Management	0	1,641	55	424	738	332	92	0	0
21	Record Storage	0	17,279	582	4,465	7,766	3,495	971	0	0
	Subtotal - Archives & Records - GF	0	21,381	721	5,525	9,609	4,324	1,201	0	0
23	Clerk to the Board	0	13,982	471	3,613	6,284	2,828	786	0	0
	Subtotal - C&R Clerk to the Board - GF	0	13,982	471	3,613	6,284	2,828	786	0	0
1	Courts & Admin Building (CAB)	0	132	4	34	59	27	7	0	0
1	Laramie Building	0	4	0	1	2	1	0	0	0
1	Central Shops Building	0	4	0	1	2	1	0	0	0
	Subtotal - Building Interest and Deprec	0	140	5	36	63	28	8	0	0
3	County Administration	0	898	30	232	404	182	50	0	0
	Subtotal - County Administrator - GF	0	898	30	232	404	182	50	0	0
4	Countywide Intranet, Web & Emp Assis	0	177	6	46	80	36	10	0	0
	Subtotal - Public Information Office - G	0	177	6	46	80	36	10	0	0
5	Billable Legal Fees	0	1,818	61	470	817	368	102	0	0
	Subtotal - County Atty Admin - GF	0	1,818	61	470	817	368	102	0	0
6	Administrative Services Supervision	0	2,581	87	667	1,160	522	145	0	0
	Subtotal - Admin Services - GF	0	2,581	87	667	1,160	522	145	0	0
7	Finance & IT Supervision	0	1,071	36	277	481	217	60	0	0
	Subtotal - Finance & IT - GF	0	1,071	36	277	481	217	60	0	0
Total Incoming		73,499	209,598	9,543	73,160	127,235	57,256	15,904	0	0
				2.86%	21.93%	38.14%	17.16%	5.09%	8.69%	6.13%
C. Total Allocated			$1,946,396	$55,670	$426,802	$742,268	$334,019	$99,153	$169,145	$119,340

Jefferson County,Colorado
Full Cost Allocation Plan

Accounts Receivable Allocations

Dept:8 Accounting - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	1	0.03%	$13	$0	$13	$0	$13
10	Human Resources - GF	6	0.16%	76	0	76	11	87
17	Non-Departmental - GF	73	1.90%	925	0	925	135	1,060
18	Transportation & Engineering - GF	4	0.10%	51	0	51	7	58
19	Facilities & Const Mgmt - GF	74	1.93%	938	0	938	136	1,074
20	IT Services - GF	50	1.30%	634	0	634	92	726
24	C&R Elections - GF	4	0.10%	51	0	51	7	58
27	Assessor - GF	13	0.34%	165	0	165	24	189
29	Coroner - GF	40	1.04%	507	0	507	74	581
31	District Attorney Admin - GF	68	1.77%	862	0	862	125	987
58	So Plains Traffic Impact Fund	4	0.10%	51	0	51	7	58
63	Road & Bridge Fund	2	0.05%	25	0	25	4	29
65	Workforce Development Fund	8	0.21%	101	0	101	15	116
66	Head Start Fund	8	0.21%	101	0	101	15	116
67	Capital Expenditures Fund	6	0.16%	76	0	76	11	87
69	Fleet Services Fund	129	3.36%	1,635	0	1,635	238	1,873
76	Airport Fund	3,345	87.22%	42,394	0	42,394	6,164	48,558
Subtotal		3,835	100.00%	48,605	0	48,605	7,065	55,670
Direct Bills						0		0
Total						$48,605		$55,670

Basis Units: Number of AR Tr's w/SO excluded
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Accounts Payable Allocations

Dept:8 Accounting - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	47.00	0.17%	$623	$0	$623	$0	$623
4	Public Information Office - GF	42.00	0.15%	557	0	557	0	557
5	County Atty Admin - GF	650.00	2.31%	8,616	0	8,616	0	8,616
6	Admin Services - GF	17.00	0.06%	225	0	225	0	225
8	Accounting - GF	95.00	0.34%	1,259	0	1,259	0	1,259
9	Budget - GF	41.00	0.15%	543	0	543	81	625
10	Human Resources - GF	168.00	0.60%	2,227	0	2,227	334	2,561
11	Purchasing - GF	23.00	0.08%	305	0	305	46	351
12	Development & Trans - GF	19.00	0.07%	252	0	252	38	290
13	Building Inspection - GF	137.00	0.49%	1,816	0	1,816	272	2,088
14	Board of County Comm - GF	43.00	0.15%	570	0	570	85	655
15	Treasurer - GF	224.20	0.80%	2,972	0	2,972	445	3,417
17	Non-Departmental - GF	1,496.00	5.32%	19,831	0	19,831	2,973	22,803
18	Transportation & Engineering - GF	230.00	0.82%	3,049	0	3,049	457	3,506
19	Facilities & Const Mgmt - GF	1,191.50	4.24%	15,794	0	15,794	2,367	18,162
20	IT Services - GF	713.00	2.54%	9,451	0	9,451	1,417	10,868
21	Archives & Records - GF	5.00	0.02%	66	0	66	10	76
22	C&R Administration - GF	79.00	0.28%	1,047	0	1,047	157	1,204
23	C&R Clerk to the Board - GF	23.00	0.08%	305	0	305	46	351
24	C&R Elections - GF	2,100.00	7.47%	27,837	0	27,837	4,173	32,010
25	C&R Motor Vehicle - GF	173.00	0.62%	2,293	0	2,293	344	2,637
26	C&R Recording - GF	11.00	0.04%	146	0	146	22	168
27	Assessor - GF	114.00	0.41%	1,511	0	1,511	227	1,738
28	CSU Extension - GF	208.00	0.74%	2,757	0	2,757	413	3,170
29	Coroner - GF	304.00	1.08%	4,030	0	4,030	604	4,634
30	County Attorney BOE - GF	67.00	0.24%	888	0	888	133	1,021
31	District Attorney Admin - GF	541.50	1.93%	7,178	0	7,178	1,076	8,254
33	Emergency Management - GF	16.75	0.06%	222	0	222	33	255
34	Fairgrounds - GF	72.00	0.26%	954	0	954	143	1,097
35	Intergovernmental Projects - GF	36.00	0.13%	477	0	477	72	549
36	Justice Services - GF	616.00	2.19%	8,166	0	8,166	1,224	9,389
37	Planning & Zoning - GF	326.00	1.16%	4,321	0	4,321	648	4,969
38	Public Trustee	12.00	0.04%	159	0	159	24	183
39	JCSO Detentions - GF	147.50	0.52%	1,955	0	1,955	293	2,248
40	JCSO Law Enforcement - GF	11.75	0.04%	156	0	156	23	179
41	JCSO Executive - GF	23.00	0.08%	305	0	305	46	351
42	JCSO Support Services - GF	338.25	1.20%	4,484	0	4,484	672	5,156
44	Historical Commission - GF	8.00	0.03%	106	0	106	16	122
45	Clerk Electronic Filing Fund	1.00	0.00%	13	0	13	2	15
46	Dog Licensing Fund	13.00	0.05%	172	0	172	26	198
47	Insurance Fund	91.00	0.32%	1,206	0	1,206	181	1,387
48	Worker's Compensation Fund	32.00	0.11%	424	0	424	64	488
49	Open Space Fund	377.00	1.34%	4,997	0	4,997	749	5,746

Jefferson County,Colorado
Full Cost Allocation Plan

Accounts Payable Allocations

Dept:8 Accounting - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
50	Open Space Cities Share Fund	15.75	0.06%	$209	$0	$209	$31	$240
55	Conservation Trust Fund	13.00	0.05%	172	0	172	26	198
56	Boettcher Mansion Fund	27.00	0.10%	358	0	358	54	412
57	Developmentally Disabled Fund	1,234.00	4.39%	16,358	0	16,358	2,452	18,809
58	So Plains Traffic Impact Fund	25.00	0.09%	331	0	331	50	381
60	Central Traffic Impact Fund	8.00	0.03%	106	0	106	16	122
61	North Mtns Traffic Impact Fund	3.00	0.01%	40	0	40	6	46
62	Evergreen/Conifer Traf Imp Fund	28.00	0.10%	371	0	371	56	427
63	Road & Bridge Fund	2,310.00	8.22%	30,621	0	30,621	4,590	35,211
64	Social Services Fund	3,831.75	13.63%	50,792	0	50,792	7,614	58,406
65	Workforce Development Fund	465.00	1.65%	6,164	0	6,164	924	7,088
66	Head Start Fund	972.00	3.46%	12,885	0	12,885	1,931	14,816
67	Capital Expenditures Fund	1,443.00	5.13%	19,128	0	19,128	2,867	21,995
69	Fleet Services Fund	1,785.00	6.35%	23,661	0	23,661	3,547	27,208
70	Library Fund	2,419.75	8.61%	32,075	0	32,075	4,808	36,883
71	Benefit Plan Fund	25.00	0.09%	331	0	331	50	381
72	Patrol Fund	316.00	1.12%	4,189	0	4,189	628	4,817
73	Inmate Welfare Fund	39.75	0.14%	527	0	527	79	606
75	Public Health Fund	1,059.75	3.77%	14,048	0	14,048	2,106	16,153
76	Airport Fund	990.00	3.52%	13,123	0	13,123	1,967	15,090
77	Wildland Fire Fund	1.00	0.00%	13	0	13	2	15
80	Meadow Ranch Pub Impr Fund	3.00	0.01%	40	0	40	6	46
81	SE Sales Tax-Debt Fund	4.00	0.01%	53	0	53	8	61
82	SE Sales Tax-Capital Fund	93.00	0.33%	1,233	0	1,233	185	1,418
83	Solid Waste Emergency Fund	5.00	0.02%	66	0	66	10	76
84	Solid Waste Management Fund	60.00	0.21%	795	0	795	119	915
85	Community Development Fund	51.25	0.18%	679	0	679	102	781
Subtotal		28,111.45	100.00%	372,636	0	372,636	54,166	426,802
Direct Bills						0		0
Total						$372,636		$426,802

Basis Units: Number of AP Transactions with multiple div's charged at various percentages
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

General Accounting Allocations

Dept:8 Accounting - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	250.00	0.87%	$5,640	$0	$5,640	$0	$5,640
4	Public Information Office - GF	186.00	0.65%	4,197	0	4,197	0	4,197
5	County Atty Admin - GF	416.00	1.45%	9,386	0	9,386	0	9,386
6	Admin Services - GF	210.00	0.73%	4,738	0	4,738	0	4,738
8	Accounting - GF	277.00	0.96%	6,250	0	6,250	0	6,250
9	Budget - GF	239.00	0.83%	5,392	0	5,392	822	6,214
10	Human Resources - GF	328.00	1.14%	7,400	0	7,400	1,128	8,529
11	Purchasing - GF	243.00	0.85%	5,483	0	5,483	836	6,318
12	Development & Trans - GF	188.00	0.65%	4,242	0	4,242	647	4,888
13	Building Inspection - GF	435.50	1.52%	9,826	0	9,826	1,498	11,324
14	Board of County Comm - GF	277.00	0.96%	6,250	0	6,250	953	7,202
15	Treasurer - GF	163.50	0.57%	3,689	0	3,689	562	4,251
16	Document Production (Print Shop) - GF	110.00	0.38%	2,482	0	2,482	378	2,860
17	Non-Departmental - GF	939.00	3.27%	21,186	0	21,186	3,230	24,416
18	Transportation & Engineering - GF	1,074.00	3.74%	24,231	0	24,231	3,694	27,926
19	Facilities & Const Mgmt - GF	1,344.00	4.68%	30,323	0	30,323	4,623	34,946
20	IT Services - GF	711.00	2.48%	16,041	0	16,041	2,446	18,487
21	Archives & Records - GF	180.00	0.63%	4,061	0	4,061	619	4,680
22	C&R Administration - GF	169.50	0.59%	3,824	0	3,824	583	4,407
23	C&R Clerk to the Board - GF	112.50	0.39%	2,538	0	2,538	387	2,925
24	C&R Elections - GF	97.50	0.34%	2,200	0	2,200	335	2,535
25	C&R Motor Vehicle - GF	70.25	0.24%	1,585	0	1,585	242	1,827
26	C&R Recording - GF	208.25	0.73%	4,699	0	4,699	716	5,415
27	Assessor - GF	331.00	1.15%	7,468	0	7,468	1,139	8,607
28	CSU Extension - GF	329.00	1.15%	7,423	0	7,423	1,132	8,555
29	Coroner - GF	297.00	1.03%	6,701	0	6,701	1,022	7,723
30	County Attorney BOE - GF	158.00	0.55%	3,565	0	3,565	544	4,108
31	District Attorney Admin - GF	449.00	1.56%	10,130	0	10,130	1,545	11,675
32	District Atty Dom Violence - GF	4.00	0.01%	90	0	90	14	104
33	Emergency Management - GF	121.00	0.42%	2,730	0	2,730	416	3,146
34	Fairgrounds - GF	354.00	1.23%	7,987	0	7,987	1,218	9,205
35	Intergovernmental Projects - GF	48.00	0.17%	1,083	0	1,083	165	1,248
36	Justice Services - GF	860.00	2.99%	19,403	0	19,403	2,958	22,361
37	Planning & Zoning - GF	434.00	1.51%	9,792	0	9,792	1,493	11,285
38	Public Trustee	428.00	1.49%	9,656	0	9,656	1,472	11,129
39	JCSO Detentions - GF	217.00	0.76%	4,896	0	4,896	746	5,642
40	JCSO Law Enforcement - GF	274.00	0.95%	6,182	0	6,182	943	7,124
41	JCSO Executive - GF	26.00	0.09%	587	0	587	89	676
42	JCSO Support Services - GF	678.00	2.36%	15,297	0	15,297	2,332	17,629
43	Surveyor - GF	109.00	0.38%	2,459	0	2,459	375	2,834
44	Historical Commission - GF	46.00	0.16%	1,038	0	1,038	158	1,196
46	Dog Licensing Fund	568.00	1.98%	12,815	0	12,815	1,954	14,769
47	Insurance Fund	613.00	2.13%	13,830	0	13,830	2,109	15,939

General Accounting Allocations

Dept:8 Accounting - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
48	Worker's Compensation Fund	159.00	0.55%	$3,587	$0	$3,587	$547	$4,134
49	Open Space Fund	1,380.00	4.80%	31,135	0	31,135	4,747	35,882
50	Open Space Cities Share Fund	65.00	0.23%	1,467	0	1,467	224	1,690
51	Open Space Debt Svc 09 Fund	16.00	0.06%	361	0	361	55	416
52	Open Space Debt Svc 10 Fund	19.00	0.07%	429	0	429	65	494
53	Open Space Land Acqu Fund	5.00	0.02%	113	0	113	17	130
54	Open Space Debt Svc 05 Fund	15.00	0.05%	338	0	338	52	390
55	Conservation Trust Fund	34.00	0.12%	767	0	767	117	884
56	Boettcher Mansion Fund	425.00	1.48%	9,589	0	9,589	1,462	11,051
57	Developmentally Disabled Fund	315.00	1.10%	7,107	0	7,107	1,084	8,191
58	So Plains Traffic Impact Fund	176.00	0.61%	3,971	0	3,971	605	4,576
59	No Plains Traffic Impact Fund	86.00	0.30%	1,940	0	1,940	296	2,236
60	Central Traffic Impact Fund	89.00	0.31%	2,008	0	2,008	306	2,314
61	North Mtns Traffic Impact Fund	66.00	0.23%	1,489	0	1,489	227	1,716
62	Evergreen/Conifer Traf Imp Fund	104.00	0.36%	2,346	0	2,346	358	2,704
63	Road & Bridge Fund	1,456.00	5.07%	32,850	0	32,850	5,008	37,859
64	Social Services Fund	1,541.00	5.36%	34,768	0	34,768	5,301	40,069
65	Workforce Development Fund	779.00	2.71%	17,576	0	17,576	2,680	20,255
66	Head Start Fund	306.00	1.07%	6,904	0	6,904	1,053	7,957
67	Capital Expenditures Fund	570.00	1.98%	12,860	0	12,860	1,961	14,821
68	Contingent Fund	44.00	0.15%	993	0	993	151	1,144
69	Fleet Services Fund	575.00	2.00%	12,973	0	12,973	1,978	14,951
70	Library Fund	1,269.00	4.42%	28,631	0	28,631	4,365	32,996
71	Benefit Plan Fund	304.00	1.06%	6,859	0	6,859	1,046	7,905
72	Patrol Fund	833.00	2.90%	18,794	0	18,794	2,865	21,659
73	Inmate Welfare Fund	231.00	0.80%	5,212	0	5,212	795	6,006
74	Forfeiture Fund	3.00	0.01%	68	0	68	10	78
75	Public Health Fund	1,526.00	5.31%	34,429	0	34,429	5,249	39,679
76	Airport Fund	660.00	2.30%	14,891	0	14,891	2,270	17,161
77	Wildland Fire Fund	53.00	0.18%	1,196	0	1,196	182	1,378
78	Jeffco Fin Debt Service Fund	2.00	0.01%	45	0	45	7	52
79	Jeffco Fin Capital Project Fund	3.00	0.01%	68	0	68	10	78
80	Meadow Ranch Pub Impr Fund	122.00	0.42%	2,753	0	2,753	420	3,172
81	SE Sales Tax-Debt Fund	40.00	0.14%	902	0	902	138	1,040
82	SE Sales Tax-Capital Fund	151.00	0.53%	3,407	0	3,407	519	3,926
83	Solid Waste Emergency Fund	73.00	0.25%	1,647	0	1,647	251	1,898
84	Solid Waste Management Fund	94.00	0.33%	2,121	0	2,121	323	2,444
85	Community Development Fund	562.00	1.96%	12,680	0	12,680	1,933	14,613

Jefferson County,Colorado
Full Cost Allocation Plan

General Accounting Allocations

Dept:8 Accounting - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
Subtotal	28,724.00	100.00%	648,066	0	648,066	94,201	742,268
Direct Bills					0		0
Total					$648,066		$742,268

Basis Units: Number of JE Transactions with multiple dept's charged @ various percentages
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Payroll Allocations

Dept:8 Accounting - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5	0.12%	$351	$0	$351	$0	$351
4	Public Information Office - GF	8	0.19%	562	0	562	0	562
5	County Atty Admin - GF	41	0.99%	2,880	0	2,880	0	2,880
6	Admin Services - GF	2	0.05%	141	0	141	0	141
8	Accounting - GF	21	0.51%	1,475	0	1,475	0	1,475
9	Budget - GF	7	0.17%	492	0	492	73	565
10	Human Resources - GF	33	0.79%	2,318	0	2,318	343	2,662
11	Purchasing - GF	9	0.22%	632	0	632	94	726
12	Development & Trans - GF	2	0.05%	141	0	141	21	161
13	Building Inspection - GF	31	0.75%	2,178	0	2,178	323	2,500
14	Board of County Comm - GF	5	0.12%	351	0	351	52	403
15	Treasurer - GF	13	0.31%	913	0	913	135	1,049
18	Transportation & Engineering - GF	54	1.30%	3,794	0	3,794	562	4,356
19	Facilities & Const Mgmt - GF	63	1.52%	4,426	0	4,426	656	5,082
20	IT Services - GF	85	2.05%	5,972	0	5,972	884	6,856
22	C&R Administration - GF	9	0.22%	632	0	632	94	726
23	C&R Clerk to the Board - GF	3	0.07%	211	0	211	31	242
24	C&R Elections - GF	229	5.52%	16,088	0	16,088	2,383	18,471
25	C&R Motor Vehicle - GF	73	1.76%	5,129	0	5,129	760	5,888
26	C&R Recording - GF	19	0.46%	1,335	0	1,335	198	1,533
27	Assessor - GF	58	1.40%	4,075	0	4,075	603	4,678
28	CSU Extension - GF	25	0.60%	1,756	0	1,756	260	2,017
29	Coroner - GF	18	0.43%	1,265	0	1,265	187	1,452
30	County Attorney BOE - GF	4	0.10%	281	0	281	42	323
31	District Attorney Admin - GF	225	5.42%	15,807	0	15,807	2,341	18,149
32	District Atty Dom Violence - GF	1	0.02%	70	0	70	10	81
34	Fairgrounds - GF	11	0.26%	773	0	773	114	887
36	Justice Services - GF	50	1.20%	3,513	0	3,513	520	4,033
37	Planning & Zoning - GF	49	1.18%	3,442	0	3,442	510	3,952
38	Public Trustee	9	0.22%	632	0	632	94	726
39	JCSO Detentions - GF	401	9.66%	28,172	0	28,172	4,172	32,345
41	JCSO Executive - GF	14	0.34%	984	0	984	146	1,129
42	JCSO Support Services - GF	185	4.46%	12,997	0	12,997	1,925	14,922
43	Surveyor - GF	1	0.02%	70	0	70	10	81
47	Insurance Fund	5	0.12%	351	0	351	52	403
49	Open Space Fund	261	6.29%	18,337	0	18,337	2,716	21,052
56	Boettcher Mansion Fund	16	0.39%	1,124	0	1,124	166	1,291
63	Road & Bridge Fund	213	5.13%	14,964	0	14,964	2,216	17,181
64	Social Services Fund	653	15.73%	45,876	0	45,876	6,795	52,671
65	Workforce Development Fund	132	3.18%	9,274	0	9,274	1,373	10,647
66	Head Start Fund	85	2.05%	5,972	0	5,972	884	6,856
69	Fleet Services Fund	27	0.65%	1,897	0	1,897	281	2,178
70	Library Fund	484	11.66%	34,003	0	34,003	5,036	39,040

Jefferson County,Colorado
Full Cost Allocation Plan

Payroll Allocations

Dept:8 Accounting - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
71 Benefit Plan Fund	4	0.10%	$281	$0	$281	$42	$323
72 Patrol Fund	287	6.91%	20,163	0	20,163	2,986	23,149
75 Public Health Fund	192	4.63%	13,489	0	13,489	1,998	15,487
76 Airport Fund	25	0.60%	1,756	0	1,756	260	2,017
85 Community Development Fund	4	0.10%	281	0	281	42	323
Subtotal	4,151	100.00%	291,628	0	291,628	42,391	334,019
Direct Bills					0		0
Total					$291,628		$334,019

Basis Units: Number of W-2's
Source:

Capital Assets Allocations

Dept:8 Accounting - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	1	0.03%	$28	$0	$28	$0	$28
4	Public Information Office - GF	2	0.06%	56	0	56	0	56
5	County Atty Admin - GF	3	0.10%	85	0	85	0	85
8	Accounting - GF	6	0.19%	169	0	169	0	169
10	Human Resources - GF	2	0.06%	56	0	56	8	64
13	Building Inspection - GF	27	0.87%	762	0	762	103	865
14	Board of County Comm - GF	25	0.81%	705	0	705	95	801
17	Non-Departmental - GF	1	0.03%	28	0	28	4	32
18	Transportation & Engineering - GF	94	3.03%	2,651	0	2,651	359	3,010
19	Facilities & Const Mgmt - GF	148	4.78%	4,174	0	4,174	565	4,739
20	IT Services - GF	309	9.97%	8,715	0	8,715	1,179	9,894
21	Archives & Records - GF	33	1.07%	931	0	931	126	1,057
22	C&R Administration - GF	7	0.23%	197	0	197	27	224
24	C&R Elections - GF	11	0.36%	310	0	310	42	352
25	C&R Motor Vehicle - GF	6	0.19%	169	0	169	23	192
26	C&R Recording - GF	18	0.58%	508	0	508	69	576
27	Assessor - GF	13	0.42%	367	0	367	50	416
28	CSU Extension - GF	3	0.10%	85	0	85	11	96
29	Coroner - GF	7	0.23%	197	0	197	27	224
31	District Attorney Admin - GF	65	2.10%	1,833	0	1,833	248	2,081
33	Emergency Management - GF	12	0.39%	338	0	338	46	384
34	Fairgrounds - GF	43	1.39%	1,213	0	1,213	164	1,377
36	Justice Services - GF	5	0.16%	141	0	141	19	160
37	Planning & Zoning - GF	21	0.68%	592	0	592	80	672
39	JCSO Detentions - GF	53	1.71%	1,495	0	1,495	202	1,697
40	JCSO Law Enforcement - GF	42	1.36%	1,185	0	1,185	160	1,345
41	JCSO Executive - GF	5	0.16%	141	0	141	19	160
42	JCSO Support Services - GF	515	16.62%	14,525	0	14,525	1,965	16,490
49	Open Space Fund	422	13.62%	11,902	0	11,902	1,610	13,513
56	Boettcher Mansion Fund	10	0.32%	282	0	282	38	320
63	Road & Bridge Fund	605	19.53%	17,064	0	17,064	2,309	19,372
64	Social Services Fund	75	2.42%	2,115	0	2,115	286	2,402
65	Workforce Development Fund	11	0.36%	310	0	310	42	352
66	Head Start Fund	31	1.00%	874	0	874	118	993
67	Capital Expenditures Fund	1	0.03%	28	0	28	4	32
69	Fleet Services Fund	57	1.84%	1,608	0	1,608	217	1,825
70	Library Fund	169	5.46%	4,767	0	4,767	645	5,411
72	Patrol Fund	42	1.36%	1,185	0	1,185	160	1,345
73	Inmate Welfare Fund	3	0.10%	85	0	85	11	96
75	Public Health Fund	35	1.13%	987	0	987	134	1,121
76	Airport Fund	136	4.39%	3,836	0	3,836	519	4,355
79	Jeffco Fin Capital Project Fund	1	0.03%	28	0	28	4	32
82	SE Sales Tax-Capital Fund	1	0.03%	28	0	28	4	32

Jefferson County,Colorado
Full Cost Allocation Plan

Capital Assets Allocations

Dept:8 Accounting - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
83 Solid Waste Emergency Fund	20	0.65%	$564	$0	$564	$76	$640
84 Solid Waste Management Fund	2	0.06%	56	0	56	8	64
Subtotal	3,098	100.00%	87,377	0	87,377	11,775	99,153
Direct Bills					0		0
Total					$87,377		$99,153

Basis Units: Number of Assets
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Audit Allocations

Dept:8 Accounting - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	298.00	0.33%	$564	$0	$564	$0	$564
4	Public Information Office - GF	233.00	0.26%	441	0	441	0	441
5	County Atty Admin - GF	1,167.00	1.31%	2,210	0	2,210	0	2,210
6	Admin Services - GF	229.00	0.26%	434	0	434	0	434
8	Accounting - GF	394.00	0.44%	746	0	746	0	746
9	Budget - GF	284.00	0.32%	538	0	538	0	538
10	Human Resources - GF	530.00	0.59%	1,004	0	1,004	0	1,004
11	Purchasing - GF	268.00	0.30%	507	0	507	0	507
12	Development & Trans - GF	207.00	0.23%	392	0	392	0	392
13	Building Inspection - GF	1,015.00	1.14%	1,922	0	1,922	0	1,922
14	Board of County Comm - GF	324.00	0.36%	613	0	613	0	613
15	Treasurer - GF	3,876.00	4.34%	7,339	0	7,339	0	7,339
16	Document Production (Print Shop) - GF	110.00	0.12%	208	0	208	0	208
17	Non-Departmental - GF	2,585.00	2.89%	4,895	0	4,895	0	4,895
18	Transportation & Engineering - GF	1,309.00	1.47%	2,479	0	2,479	0	2,479
19	Facilities & Const Mgmt - GF	2,683.50	3.00%	5,081	0	5,081	0	5,081
20	IT Services - GF	1,544.00	1.73%	2,924	0	2,924	0	2,924
21	Archives & Records - GF	189.00	0.21%	358	0	358	0	358
22	C&R Administration - GF	757.00	0.85%	1,433	0	1,433	0	1,433
23	C&R Clerk to the Board - GF	473.00	0.53%	896	0	896	0	896
24	C&R Elections - GF	2,494.00	2.79%	4,722	0	4,722	0	4,722
25	C&R Motor Vehicle - GF	454.00	0.51%	860	0	860	0	860
26	C&R Recording - GF	844.00	0.94%	1,598	0	1,598	0	1,598
27	Assessor - GF	460.00	0.51%	871	0	871	0	871
28	CSU Extension - GF	537.00	0.60%	1,017	0	1,017	0	1,017
29	Coroner - GF	651.00	0.73%	1,233	0	1,233	0	1,233
30	County Attorney BOE - GF	226.00	0.25%	428	0	428	0	428
31	District Attorney Admin - GF	852.75	0.95%	1,615	0	1,615	0	1,615
32	District Atty Dom Violence - GF	5.50	0.01%	10	0	10	0	10
33	Emergency Management - GF	205.00	0.23%	388	0	388	0	388
34	Fairgrounds - GF	372.00	0.42%	704	0	704	0	704
35	Intergovernmental Projects - GF	84.00	0.09%	159	0	159	0	159
36	Justice Services - GF	1,512.80	1.69%	2,864	0	2,864	0	2,864
37	Planning & Zoning - GF	969.50	1.09%	1,836	0	1,836	0	1,836
38	Public Trustee	440.00	0.49%	833	0	833	0	833
39	JCSO Detentions - GF	895.00	1.00%	1,695	0	1,695	0	1,695
40	JCSO Law Enforcement - GF	331.00	0.37%	627	0	627	0	627
41	JCSO Executive - GF	118.00	0.13%	223	0	223	0	223
42	JCSO Support Services - GF	2,153.00	2.41%	4,077	0	4,077	0	4,077
43	Surveyor - GF	109.00	0.12%	206	0	206	0	206
44	Historical Commission - GF	71.00	0.08%	134	0	134	0	134
45	Clerk Electronic Filing Fund	1.00	0.00%	2	0	2	0	2
46	Dog Licensing Fund	589.00	0.66%	1,115	0	1,115	0	1,115

Jefferson County,Colorado
Full Cost Allocation Plan

Audit Allocations

Dept:8 Accounting - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
47	Insurance Fund	768.00	0.86%	$1,454	$0	$1,454	$0	$1,454
48	Worker's Compensation Fund	195.00	0.22%	369	0	369	0	369
49	Open Space Fund	2,888.00	3.23%	5,468	0	5,468	0	5,468
50	Open Space Cities Share Fund	128.00	0.14%	242	0	242	0	242
51	Open Space Debt Svc 09 Fund	16.00	0.02%	30	0	30	0	30
52	Open Space Debt Svc 10 Fund	19.00	0.02%	36	0	36	0	36
53	Open Space Land Acqu Fund	5.00	0.01%	9	0	9	0	9
54	Open Space Debt Svc 05 Fund	15.00	0.02%	28	0	28	0	28
55	Conservation Trust Fund	47.00	0.05%	89	0	89	0	89
56	Boettcher Mansion Fund	533.00	0.60%	1,009	0	1,009	0	1,009
57	Developmentally Disabled Fund	1,549.00	1.73%	2,933	0	2,933	0	2,933
58	So Plains Traffic Impact Fund	205.00	0.23%	388	0	388	0	388
59	No Plains Traffic Impact Fund	87.00	0.10%	165	0	165	0	165
60	Central Traffic Impact Fund	97.00	0.11%	184	0	184	0	184
61	North Mtns Traffic Impact Fund	69.00	0.08%	131	0	131	0	131
62	Evergreen/Conifer Traf Imp Fund	132.00	0.15%	250	0	250	0	250
63	Road & Bridge Fund	6,256.00	7.00%	11,846	0	11,846	0	11,846
64	Social Services Fund	6,650.00	7.44%	12,592	0	12,592	0	12,592
65	Workforce Development Fund	2,673.00	2.99%	5,061	0	5,061	0	5,061
66	Head Start Fund	1,394.00	1.56%	2,640	0	2,640	0	2,640
67	Capital Expenditures Fund	2,057.00	2.30%	3,895	0	3,895	0	3,895
68	Contingent Fund	44.00	0.05%	83	0	83	0	83
69	Fleet Services Fund	4,287.00	4.80%	8,117	0	8,117	0	8,117
70	Library Fund	10,948.00	12.26%	20,730	0	20,730	0	20,730
71	Benefit Plan Fund	495.00	0.55%	937	0	937	0	937
72	Patrol Fund	2,173.00	2.43%	4,115	0	4,115	0	4,115
73	Inmate Welfare Fund	450.00	0.50%	852	0	852	0	852
74	Forfeiture Fund	3.00	0.00%	6	0	6	0	6
75	Public Health Fund	5,765.00	6.45%	10,916	0	10,916	0	10,916
76	Airport Fund	5,029.80	5.63%	9,524	0	9,524	0	9,524
77	Wildland Fire Fund	54.00	0.06%	102	0	102	0	102
78	Jeffco Fin Debt Service Fund	2.00	0.00%	4	0	4	0	4
79	Jeffco Fin Capital Project Fund	3.00	0.00%	6	0	6	0	6
80	Meadow Ranch Pub Impr Fund	125.00	0.14%	237	0	237	0	237
81	SE Sales Tax-Debt Fund	39.00	0.04%	74	0	74	0	74
82	SE Sales Tax-Capital Fund	265.00	0.30%	502	0	502	0	502
83	Solid Waste Emergency Fund	80.00	0.09%	151	0	151	0	151
84	Solid Waste Management Fund	164.00	0.18%	311	0	311	0	311
85	Community Development Fund	769.60	0.86%	1,457	0	1,457	0	1,457

Jefferson County,Colorado
Full Cost Allocation Plan

Audit Allocations

Dept:8 Accounting - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
Subtotal	89,329.45	100.00%	169,145	0	169,145	0	169,145
Direct Bills					0		0
Total					$169,145		$169,145

Basis Units: Total JE+AR+CR+AP transaction, with Cash Rcpt tr's charged at various %'s for multiple div's
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

A-133 Fed. Compliance Audit Allocations **Dept:8 Accounting - GF**

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
18	Transportation & Engineering - GF	111,831	0.19%	$225	$0	$225	$0	$225
19	Facilities & Const Mgmt - GF	133,969	0.23%	270	0	270	0	270
31	District Attorney Admin - GF	272,755	0.46%	549	0	549	0	549
33	Emergency Management - GF	487,110	0.82%	980	0	980	0	980
36	Justice Services - GF	101,817	0.17%	205	0	205	0	205
41	JCSO Executive - GF	457,209	0.77%	920	0	920	0	920
64	Social Services Fund	34,880,460	58.80%	70,174	0	70,174	0	70,174
65	Workforce Development Fund	4,302,381	7.25%	8,656	0	8,656	0	8,656
66	Head Start Fund	3,231,375	5.45%	6,501	0	6,501	0	6,501
70	Library Fund	7,015	0.01%	14	0	14	0	14
72	Patrol Fund	118,960	0.20%	239	0	239	0	239
75	Public Health Fund	8,100,499	13.66%	16,297	0	16,297	0	16,297
76	Airport Fund	2,864,470	4.83%	5,763	0	5,763	0	5,763
85	Community Development Fund	4,248,487	7.16%	8,547	0	8,547	0	8,547
Subtotal		59,318,338	100.00%	119,340	0	119,340	0	119,340
Direct Bills						0		0
Total						$119,340		$119,340

Basis Units: To Grant Receiving Funds based on SEFA Expenditures
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:8 Accounting - GF

	Department	Accounts Receivable	Accounts Payable	General Accounting	Payroll	Capital Assets	Audit	A-133 Fed. Compliance Audit	Total
0	Direct Billed	$0	$0	$0	$0	$0	$0	$0	$0
3	County Administrator - GF	13	623	5,640	351	28	564	0	7,220
4	Public Information Office - GF	0	557	4,197	562	56	441	0	5,813
5	County Atty Admin - GF	0	8,616	9,386	2,880	85	2,210	0	23,177
6	Admin Services - GF	0	225	4,738	141	0	434	0	5,537
8	Accounting - GF	0	1,259	6,250	1,475	169	746	0	9,900
9	Budget - GF	0	625	6,214	565	0	538	0	7,942
10	Human Resources - GF	87	2,561	8,529	2,662	64	1,004	0	14,906
11	Purchasing - GF	0	351	6,318	726	0	507	0	7,902
12	Development & Trans - GF	0	290	4,888	161	0	392	0	5,731
13	Building Inspection - GF	0	2,088	11,324	2,500	865	1,922	0	18,699
14	Board of County Comm - GF	0	655	7,202	403	801	613	0	9,675
15	Treasurer - GF	0	3,417	4,251	1,049	0	7,339	0	16,056
16	Document Production (Print Shop) - GF	0	0	2,860	0	0	208	0	3,068
17	Non-Departmental - GF	1,060	22,803	24,416	0	32	4,895	0	53,205
18	Transportation & Engineering - GF	58	3,506	27,926	4,356	3,010	2,479	225	41,559
19	Facilities & Const Mgmt - GF	1,074	18,162	34,946	5,082	4,739	5,081	270	69,353
20	IT Services - GF	726	10,868	18,487	6,856	9,894	2,924	0	49,755
21	Archives & Records - GF	0	76	4,680	0	1,057	358	0	6,171
22	C&R Administration - GF	0	1,204	4,407	726	224	1,433	0	7,995
23	C&R Clerk to the Board - GF	0	351	2,925	242	0	896	0	4,413
24	C&R Elections - GF	58	32,010	2,535	18,471	352	4,722	0	58,149
25	C&R Motor Vehicle - GF	0	2,637	1,827	5,888	192	860	0	11,404
26	C&R Recording - GF	0	168	5,415	1,533	576	1,598	0	9,290
27	Assessor - GF	189	1,738	8,607	4,678	416	871	0	16,499
28	CSU Extension - GF	0	3,170	8,555	2,017	96	1,017	0	14,854
29	Coroner - GF	581	4,634	7,723	1,452	224	1,233	0	15,846
30	County Attorney BOE - GF	0	1,021	4,108	323	0	428	0	5,880
31	District Attorney Admin - GF	987	8,254	11,675	18,149	2,081	1,615	549	43,309
32	District Atty Dom Violence - GF	0	0	104	81	0	10	0	195
33	Emergency Management - GF	0	255	3,146	0	384	388	980	5,154
34	Fairgrounds - GF	0	1,097	9,205	887	1,377	704	0	13,271
35	Intergovernmental Projects - GF	0	549	1,248	0	0	159	0	1,956
36	Justice Services - GF	0	9,389	22,361	4,033	160	2,864	205	39,013
37	Planning & Zoning - GF	0	4,969	11,285	3,952	672	1,836	0	22,714
38	Public Trustee	0	183	11,129	726	0	833	0	12,871
39	JCSO Detentions - GF	0	2,248	5,642	32,345	1,697	1,695	0	43,627
40	JCSO Law Enforcement - GF	0	179	7,124	0	1,345	627	0	9,275
41	JCSO Executive - GF	0	351	676	1,129	160	223	920	3,459
42	JCSO Support Services - GF	0	5,156	17,629	14,922	16,490	4,077	0	58,274
43	Surveyor - GF	0	0	2,834	81	0	206	0	3,121

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:8 Accounting - GF

Department	Accounts Receivable	Accounts Payable	General Accounting	Payroll	Capital Assets	Audit	A-133 Fed. Compliance Audit	Total
44 Historical Commission - GF	$0	$122	$1,196	$0	$0	$134	$0	$1,452
45 Clerk Electronic Filing Fund	0	15	0	0	0	2	0	17
46 Dog Licensing Fund	0	198	14,769	0	0	1,115	0	16,082
47 Insurance Fund	0	1,387	15,939	403	0	1,454	0	19,184
48 Worker's Compensation Fund	0	488	4,134	0	0	369	0	4,991
49 Open Space Fund	0	5,746	35,882	21,052	13,513	5,468	0	81,662
50 Open Space Cities Share Fund	0	240	1,690	0	0	242	0	2,173
51 Open Space Debt Svc 09 Fund	0	0	416	0	0	30	0	446
52 Open Space Debt Svc 10 Fund	0	0	494	0	0	36	0	530
53 Open Space Land Acqu Fund	0	0	130	0	0	9	0	139
54 Open Space Debt Svc 05 Fund	0	0	390	0	0	28	0	418
55 Conservation Trust Fund	0	198	884	0	0	89	0	1,171
56 Boettcher Mansion Fund	0	412	11,051	1,291	320	1,009	0	14,082
57 Developmentally Disabled Fund	0	18,809	8,191	0	0	2,933	0	29,933
58 So Plains Traffic Impact Fund	58	381	4,576	0	0	388	0	5,404
59 No Plains Traffic Impact Fund	0	0	2,236	0	0	165	0	2,401
60 Central Traffic Impact Fund	0	122	2,314	0	0	184	0	2,620
61 North Mtns Traffic Impact Fund	0	46	1,716	0	0	131	0	1,892
62 Evergreen/Conifer Traf Imp Fund	0	427	2,704	0	0	250	0	3,381
63 Road & Bridge Fund	29	35,211	37,859	17,181	19,372	11,846	0	121,497
64 Social Services Fund	0	58,406	40,069	52,671	2,402	12,592	70,174	236,314
65 Workforce Development Fund	116	7,088	20,255	10,647	352	5,061	8,656	52,176
66 Head Start Fund	116	14,816	7,957	6,856	993	2,640	6,501	39,878
67 Capital Expenditures Fund	87	21,995	14,821	0	32	3,895	0	40,830
68 Contingent Fund	0	0	1,144	0	0	83	0	1,227
69 Fleet Services Fund	1,873	27,208	14,951	2,178	1,825	8,117	0	56,152
70 Library Fund	0	36,883	32,996	39,040	5,411	20,730	14	135,075
71 Benefit Plan Fund	0	381	7,905	323	0	937	0	9,546
72 Patrol Fund	0	4,817	21,659	23,149	1,345	4,115	239	55,324
73 Inmate Welfare Fund	0	606	6,006	0	96	852	0	7,560
74 Forfeiture Fund	0	0	78	0	0	6	0	84
75 Public Health Fund	0	16,153	39,679	15,487	1,121	10,916	16,297	99,653
76 Airport Fund	48,558	15,090	17,161	2,017	4,355	9,524	5,763	102,468
77 Wildland Fire Fund	0	15	1,378	0	0	102	0	1,496
78 Jeffco Fin Debt Service Fund	0	0	52	0	0	4	0	56
79 Jeffco Fin Capital Project Fund	0	0	78	0	32	6	0	116
80 Meadow Ranch Pub Impr Fund	0	46	3,172	0	0	237	0	3,455
81 SE Sales Tax-Debt Fund	0	61	1,040	0	0	74	0	1,175
82 SE Sales Tax-Capital Fund	0	1,418	3,926	0	32	502	0	5,878
83 Solid Waste Emergency Fund	0	76	1,898	0	640	151	0	2,766
84 Solid Waste Management Fund	0	915	2,444	0	64	311	0	3,733

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:8 Accounting - GF

Department	Accounts Receivable	Accounts Payable	General Accounting	Payroll	Capital Assets	Audit	A-133 Fed. Compliance Audit	Total
85 Community Development Fund	$0	$781	$14,613	$323	$0	$1,457	$8,547	$25,721
Total	$55,670	$426,802	$742,268	$334,019	$99,153	$169,145	$119,340	$1,946,396

BUDGET

Nature and Extent of Service

The Budget Division is responsible for all activities related to financial planning for the County. These activities encompass the following services:

- Prepares and Finalizes the Annual County Budget: Prepare annual budget for various county funds. Prepare and monitor internal service funds' budgets and coordinate with other departments on allocation of budget. Ensure all legal requirements for review, adoption and filing are met. Prepare annual budget document and budget-in-brief.
- Revenue Forecasting and Analysis: Used for reporting to the BCC as well as planning and budgeting for future fiscal years.
- Monitor Budgets: Ensure that all expenditures are within budget confines and funds are spent as intended. Ensure all revenue projects are accurate. Prepare periodic financial reports for the BCC and other department/division directors as necessary.
- Budget Amendment Process: Process budget supplementals and transfers to amend the budget for departments and divisions. Prepare resolutions amending the adopted budget for unanticipated allocation needs.
- Mill Levy Certification: Prepare the mill levy certification for all taxing authorities within the county and provide that information to the County Assessor and State.
- Project Coordination & Research: Work with departments on capital project financing, timelines and monitoring of projects. Conduct research on finance and management issues as requested by the BCC or County Administrator. Review Board agenda items for potential budget impacts.

BUDGET

Nature and Extent of Service Continued

- Salary and Benefit Projections: Prepare and project salary and benefits for all personnel for inclusion in the adopted budget.
- Cost Allocation Plans: Assist in the cost allocation process and upload final numbers to be implemented during the budget process.
- Ten County Data Book: Gather data from departments. Prepare and submit data for inclusion in the final Ten County Book.
- Performance Measures: Evaluate, track and analyze department performance measures and demand indicators. _
- Position Tracking: Update and monitor position tracking for all county departments.
- Financial Policies: Review and update all financial policies with Board approval.

Indirect costs for these functions will be allocated to the receiving department/division's budgets. The Budget Division includes the following ***functions***:

- ***Budget Analysis:*** 50% of the costs for Budget are allocated based on the amount of actual expenditures (excluding debt and transfers) by department/division.
- ***Budget Issues:*** 50% of the costs for Budget are allocated based on the number of benefit eligible FTE's by department/division.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs **Dept:9 Budget - GF**

Description		Amount	General Admin	Budget Analysis	Budget Issues
Personnel Costs					
Salaries	S1	443,643	0	221,822	221,822
Salary % Split			*.00%*	*50.00%*	*50.00%*
Benefits	S	111,859	0	55,930	55,930
Subtotal - Personnel Costs		555,502	0	277,752	277,752
Services & Supplies Cost					
4261 General Supplies	S	2,729	0	1,364	1,364
4264 Books & Periodicals	S	0	0	0	0
4269 Equipment	S	0	0	0	0
43300 Prof & Tech Services	S	635	0	318	318
4341 Utilities	S	1,680	0	840	840
4343 Repairs & Maint	S	0	0	0	0
4344 Rent & Lease	S	5,740	0	2,870	2,870
4351 Misc Serv & Chrgs	S	5,793	0	2,896	2,896
4354 Adv & Pub	S	256	0	128	128
4356 Dues-Mtgs-Train	S	3,836	0	1,918	1,918
4358 Travel-Freight-Deliv	S	8,630	0	4,315	4,315
4385 Fin & Debt Services	D	0	0	0	0
45 Land & Capital	D	0	0	0	0
46 Intergovernmental	D	0	0	0	0
47 Interdepartmental	D	0	0	0	0
4759 Indirect Costs	D	25,309	0	0	0
4757 IT Charges	D	17,816	0	0	0
4757 IT Tech Repl	S	1,237	0	618	618
4757 Fleet Charges	S	0	0	0	0
4757 Facility Charges	D	38,093	0	0	0
47 Insurance Tr's	S	3,300	0	1,650	1,650
Subtotal - Services & Supplies		115,054	0	16,917	16,917
Department Cost Total		670,556	0	294,669	294,669
Adjustments to Cost					
4385 Fin & Debt Services	D	0	0	0	0
45 Land & Capital	D	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:9 Budget - GF

Description		Amount	General Admin	Budget Analysis	Budget Issues
46 Intergovernmental	D	0	0	0	0
47 Interdepartmental	D	0	0	0	0
4759 Indirect Costs	D	(25,309)	0	0	0
4757 IT Charges	D	(17,816)	0	0	0
4757 Facility Charges	D	(38,093)	0	0	0
Subtotal - Adjustments		(81,218)	0	0	0
Total Costs After Adjustments		589,338	0	294,669	294,669
General Admin Distribution			0	0	0
Grand Total		$589,338		$294,669	$294,669

B. Incoming Costs - (Default Spread Salary%)

Dept:9 Budget - GF

	Department	First Incoming	Second Incoming	Budget Analysis	Budget Issues
1	Courts & Admin Building (CAB)	$13,168	$0	$6,584	$6,584
	Subtotal - Building Interest and Deprec	13,168	0	6,584	6,584
3	County Administration	1,595	0	798	798
	Subtotal - County Administrator - GF	1,595	0	798	798
4	Countywide Intranet, Web & Emp Assis	640	0	320	320
	Subtotal - Public Information Office - G	640	0	320	320
5	Billable Legal Fees	2,459	0	1,230	1,230
	Subtotal - County Atty Admin - GF	2,459	0	1,230	1,230
6	Administrative Services Supervision	7,986	0	3,993	3,993
	Subtotal - Admin Services - GF	7,986	0	3,993	3,993
7	Finance & IT Supervision	384	0	192	192
	Subtotal - Finance & IT - GF	384	0	192	192
8	Accounts Payable	543	0	272	272
8	General Accounting	5,392	0	2,696	2,696
8	Payroll	492	0	246	246
8	Audit	538	0	269	269
	Subtotal - Accounting - GF	6,965	0	3,483	3,483
9	Budget Analysis	0	599	300	300
9	Budget Issues	0	733	367	367
	Subtotal - Budget - GF	0	1,332	666	666
10	General HR	0	1,111	556	556
10	Training	0	1,908	954	954
10	Compensation Program	0	584	292	292
	Subtotal - Human Resources - GF	0	3,603	1,802	1,802
11	Purchase Orders	0	283	142	142
11	Purchasing Card Rebate	0	(146)	(73)	(73)

B. Incoming Costs - (Default Spread Salary%)

Dept:9 Budget - GF

	Department	First Incoming	Second Incoming	Budget Analysis	Budget Issues
11	Countywide Programs	$0	$276	$138	$138
	Subtotal - Purchasing - GF	0	413	207	207
14	Board of County Commissioners	0	910	455	455
14	County Commissioner's Other	0	738	369	369
	Subtotal - Board of County Comm - GF	0	1,648	824	824
15	Banking	0	409	205	205
15	Investments - General Fund	0	148	74	74
	Subtotal - Treasurer - GF	0	557	279	279
17	Non-Divisional	0	547	274	274
	Subtotal - Non-Departmental - GF	0	547	274	274
19	Fac - Courts & Admin Bldg	0	30,667	15,334	15,334
	Subtotal - Facilities & Const Mgmt - GF	0	30,667	15,334	15,334
20	EDMS	0	2,979	1,490	1,490
20	ERP	0	4,641	2,321	2,321
20	EMail	0	90	45	45
20	Network & Telecomm	0	4,489	2,245	2,245
20	GIS	0	2,044	1,022	1,022
20	AV	0	565	283	283
20	File/Print Servers	0	125	63	63
20	Enterprise Web Apps	0	698	349	349
20	Customer Service	0	5,712	2,856	2,856
	Subtotal - IT Services - GF	0	21,343	10,672	10,672
21	Record Management	0	580	290	290
21	Record Storage	0	1,176	588	588
	Subtotal - Archives & Records - GF	0	1,756	878	878
23	Clerk to the Board	0	1,353	677	677
	Subtotal - C&R Clerk to the Board - GF	0	1,353	677	677
1	Courts & Admin Building (CAB)	0	65	33	33

B. Incoming Costs - (Default Spread Salary%)

Dept:9 Budget - GF

	Department	First Incoming	Second Incoming	Budget Analysis	Budget Issues
	Subtotal - Building Interest and Deprec	$0	$65	$33	$33
3	County Administration	0	317	159	159
	Subtotal - County Administrator - GF	0	317	159	159
4	Countywide Intranet, Web & Emp Assis	0	63	32	32
	Subtotal - Public Information Office - G	0	63	32	32
5	Billable Legal Fees	0	329	165	165
	Subtotal - County Atty Admin - GF	0	329	165	165
6	Administrative Services Supervision	0	913	457	457
	Subtotal - Admin Services - GF	0	913	457	457
7	Finance & IT Supervision	0	379	190	190
	Subtotal - Finance & IT - GF	0	379	190	190
8	Accounts Payable	0	81	41	41
8	General Accounting	0	822	411	411
8	Payroll	0	73	37	37
8	Audit	0	0	0	0
	Subtotal - Accounting - GF	0	976	488	488
Total Incoming		33,197	66,261	49,729	49,729
				50.00%	50.00%
C. Total Allocated			$688,796	$344,398	$344,398

Jefferson County,Colorado
Full Cost Allocation Plan

Budget Analysis Allocations

Dept:9 Budget - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	699,949	0.23%	$717	$0	$717	$0	$717
4	Public Information Office - GF	567,361	0.19%	581	0	581	0	581
5	County Atty Admin - GF	3,112,622	1.02%	3,187	0	3,187	0	3,187
6	Admin Services - GF	206,116	0.07%	211	0	211	0	211
8	Accounting - GF	1,642,681	0.54%	1,682	0	1,682	0	1,682
9	Budget - GF	584,800	0.19%	599	0	599	0	599
10	Human Resources - GF	1,358,828	0.45%	1,391	0	1,391	152	1,543
11	Purchasing - GF	636,003	0.21%	651	0	651	71	722
12	Development & Trans - GF	203,486	0.07%	208	0	208	23	231
13	Building Inspection - GF	2,515,371	0.83%	2,576	0	2,576	280	2,856
14	Board of County Comm - GF	518,825	0.17%	531	0	531	58	589
15	Treasurer - GF	1,119,471	0.37%	1,146	0	1,146	125	1,271
16	Document Production (Print Shop) - GF	50,319	0.02%	52	0	52	6	57
17	Non-Departmental - GF	1,052,986	0.35%	1,078	0	1,078	117	1,196
18	Transportation & Engineering - GF	3,433,432	1.13%	3,516	0	3,516	383	3,899
19	Facilities & Const Mgmt - GF	7,957,323	2.62%	8,149	0	8,149	887	9,036
20	IT Services - GF	9,159,330	3.01%	9,380	0	9,380	1,021	10,401
21	Archives & Records - GF	157,962	0.05%	162	0	162	18	179
22	C&R Administration - GF	792,674	0.26%	812	0	812	88	900
23	C&R Clerk to the Board - GF	199,418	0.07%	204	0	204	22	226
24	C&R Elections - GF	3,912,157	1.29%	4,006	0	4,006	436	4,442
25	C&R Motor Vehicle - GF	3,935,562	1.29%	4,030	0	4,030	439	4,469
26	C&R Recording - GF	1,095,407	0.36%	1,122	0	1,122	122	1,244
27	Assessor - GF	3,812,497	1.25%	3,904	0	3,904	425	4,329
28	CSU Extension - GF	709,214	0.23%	726	0	726	79	805
29	Coroner - GF	1,564,493	0.51%	1,602	0	1,602	174	1,777
30	County Attorney BOE - GF	103,367	0.03%	106	0	106	12	117
31	District Attorney Admin - GF	17,198,309	5.66%	17,612	0	17,612	1,918	19,529
32	District Atty Dom Violence - GF	114,763	0.04%	118	0	118	13	130
33	Emergency Management - GF	590,753	0.19%	605	0	605	66	671
34	Fairgrounds - GF	732,362	0.24%	750	0	750	82	832
35	Intergovernmental Projects - GF	305,145	0.10%	312	0	312	34	347
36	Justice Services - GF	6,996,172	2.30%	7,164	0	7,164	780	7,944
37	Planning & Zoning - GF	3,307,535	1.09%	3,387	0	3,387	369	3,756
38	Public Trustee	653,953	0.22%	670	0	670	73	743
39	JCSO Detentions - GF	36,979,389	12.17%	37,868	0	37,868	4,123	41,991
40	JCSO Law Enforcement - GF	1,464,545	0.48%	1,500	0	1,500	163	1,663
41	JCSO Executive - GF	1,380,637	0.45%	1,414	0	1,414	154	1,568
42	JCSO Support Services - GF	16,495,984	5.43%	16,893	0	16,893	1,839	18,732
43	Surveyor - GF	6,540	0.00%	7	0	7	1	7
44	Historical Commission - GF	9,129	0.00%	9	0	9	1	10
46	Dog Licensing Fund	123,757	0.04%	127	0	127	14	141
47	Insurance Fund	1,613,796	0.53%	1,653	0	1,653	180	1,833

Jefferson County,Colorado
Full Cost Allocation Plan

Budget Analysis Allocations

Dept:9 Budget - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
48	Worker's Compensation Fund	1,288,294	0.42%	$1,319	$0	$1,319	$144	$1,463
49	Open Space Fund	8,717,285	2.87%	8,927	0	8,927	972	9,899
50	Open Space Cities Share Fund	215,734	0.07%	221	0	221	24	245
53	Open Space Land Acqu Fund	52,532	0.02%	54	0	54	6	60
56	Boettcher Mansion Fund	442,667	0.15%	453	0	453	49	503
58	So Plains Traffic Impact Fund	1,169	0.00%	1	0	1	0	1
63	Road & Bridge Fund	14,838,670	4.88%	15,195	0	15,195	1,654	16,850
64	Social Services Fund	34,615,316	11.39%	35,448	0	35,448	3,859	39,307
65	Workforce Development Fund	3,166,338	1.04%	3,242	0	3,242	353	3,595
66	Head Start Fund	4,105,572	1.35%	4,204	0	4,204	458	4,662
67	Capital Expenditures Fund	1,597,560	0.53%	1,636	0	1,636	178	1,814
69	Fleet Services Fund	5,593,409	1.84%	5,728	0	5,728	624	6,352
70	Library Fund	21,182,194	6.97%	21,691	0	21,691	2,362	24,053
71	Benefit Plan Fund	27,463,366	9.04%	28,124	0	28,124	3,062	31,186
72	Patrol Fund	25,869,752	8.51%	26,492	0	26,492	2,884	29,376
73	Inmate Welfare Fund	773,830	0.25%	792	0	792	86	879
74	Forfeiture Fund	49,719	0.02%	51	0	51	6	56
75	Public Health Fund	11,531,690	3.79%	11,809	0	11,809	1,286	13,095
76	Airport Fund	2,401,566	0.79%	2,459	0	2,459	268	2,727
77	Wildland Fire Fund	9,996	0.00%	10	0	10	1	11
80	Meadow Ranch Pub Impr Fund	10,936	0.00%	11	0	11	1	12
82	SE Sales Tax-Capital Fund	383,387	0.13%	393	0	393	43	435
83	Solid Waste Emergency Fund	6,116	0.00%	6	0	6	1	7
84	Solid Waste Management Fund	204,057	0.07%	209	0	209	23	232
85	Community Development Fund	364,406	0.12%	373	0	373	41	414
Subtotal		303,959,984	100.00%	311,268	0	311,268	33,131	344,398
Direct Bills						0		0
Total						$311,268		$344,398

Basis Units: Operating Exp's (excl. Dep, Fin & Debt Serv, Assist Pymnts, Land & Cap, CAP)
Source:

Budget Issues Allocations

Dept:9 Budget - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.18%	$564	$0	$564	$0	$564
4	Public Information Office - GF	6.25	0.23%	705	0	705	0	705
5	County Atty Admin - GF	31.15	1.13%	3,512	0	3,512	0	3,512
6	Admin Services - GF	1.00	0.04%	113	0	113	0	113
7	Finance & IT - GF	1.50	0.05%	169	0	169	0	169
8	Accounting - GF	18.38	0.67%	2,073	0	2,073	0	2,073
9	Budget - GF	6.50	0.24%	733	0	733	0	733
10	Human Resources - GF	14.50	0.53%	1,635	0	1,635	179	1,814
11	Purchasing - GF	7.00	0.25%	789	0	789	86	876
12	Development & Trans - GF	1.50	0.05%	169	0	169	18	188
13	Building Inspection - GF	27.00	0.98%	3,045	0	3,045	332	3,377
14	Board of County Comm - GF	4.80	0.17%	541	0	541	59	600
15	Treasurer - GF	13.00	0.47%	1,466	0	1,466	160	1,626
16	Document Production (Print Shop) - GF	1.00	0.04%	113	0	113	12	125
18	Transportation & Engineering - GF	35.00	1.27%	3,947	0	3,947	431	4,378
19	Facilities & Const Mgmt - GF	55.00	1.99%	6,202	0	6,202	677	6,879
20	IT Services - GF	65.90	2.39%	7,431	0	7,431	811	8,242
21	Archives & Records - GF	2.00	0.07%	226	0	226	25	250
22	C&R Administration - GF	8.00	0.29%	902	0	902	99	1,001
23	C&R Clerk to the Board - GF	3.00	0.11%	338	0	338	37	375
24	C&R Elections - GF	15.00	0.54%	1,691	0	1,691	185	1,876
25	C&R Motor Vehicle - GF	61.50	2.23%	6,935	0	6,935	757	7,692
26	C&R Recording - GF	16.00	0.58%	1,804	0	1,804	197	2,001
27	Assessor - GF	52.58	1.90%	5,929	0	5,929	647	6,576
28	CSU Extension - GF	5.50	0.20%	620	0	620	68	688
29	Coroner - GF	12.00	0.43%	1,353	0	1,353	148	1,501
30	County Attorney BOE - GF	1.00	0.04%	113	0	113	12	125
31	District Attorney Admin - GF	169.35	6.13%	19,096	0	19,096	2,085	21,181
32	District Atty Dom Violence - GF	1.00	0.04%	113	0	113	12	125
33	Emergency Management - GF	5.00	0.18%	564	0	564	62	625
34	Fairgrounds - GF	9.00	0.33%	1,015	0	1,015	111	1,126
36	Justice Services - GF	34.85	1.26%	3,930	0	3,930	429	4,359
37	Planning & Zoning - GF	40.90	1.48%	4,612	0	4,612	504	5,115
38	Public Trustee	8.80	0.32%	992	0	992	108	1,101
39	JCSO Detentions - GF	370.00	13.40%	41,721	0	41,721	4,556	46,277
40	JCSO Law Enforcement - GF	16.00	0.58%	1,804	0	1,804	197	2,001
41	JCSO Executive - GF	11.00	0.40%	1,240	0	1,240	135	1,376
42	JCSO Support Services - GF	123.00	4.46%	13,869	0	13,869	1,515	15,384
43	Surveyor - GF	1.00	0.04%	113	0	113	12	125
46	Dog Licensing Fund	2.00	0.07%	226	0	226	25	250
47	Insurance Fund	2.00	0.07%	226	0	226	25	250
48	Worker's Compensation Fund	2.00	0.07%	226	0	226	25	250
49	Open Space Fund	94.98	3.44%	10,710	0	10,710	1,169	11,879

Jefferson County,Colorado
Full Cost Allocation Plan

Budget Issues Allocations **Dept:9 Budget - GF**

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.20%	$635	$0	$635	$69	$704
63 Road & Bridge Fund	180.60	6.54%	20,364	0	20,364	2,224	22,588
64 Social Services Fund	481.68	17.45%	54,314	0	54,314	5,931	60,245
65 Workforce Development Fund	26.88	0.97%	3,031	0	3,031	331	3,362
66 Head Start Fund	55.27	2.00%	6,232	0	6,232	681	6,913
69 Fleet Services Fund	23.00	0.83%	2,593	0	2,593	283	2,877
70 Library Fund	182.00	6.59%	20,522	0	20,522	2,241	22,763
71 Benefit Plan Fund	4.00	0.14%	451	0	451	49	500
72 Patrol Fund	266.00	9.64%	29,994	0	29,994	3,275	33,269
73 Inmate Welfare Fund	10.00	0.36%	1,128	0	1,128	123	1,251
75 Public Health Fund	138.65	5.02%	15,634	0	15,634	1,707	17,341
76 Airport Fund	20.80	0.75%	2,345	0	2,345	256	2,602
85 Community Development Fund	4.00	0.14%	451	0	451	49	500
Subtotal	2,760.45	100.00%	311,268	0	311,268	33,131	344,398
Direct Bills					0		0
Total					$311,268		$344,398

Basis Units: Benefit Eligible FTE
Source:

Allocation Summary

Dept:9 Budget - GF

	Department	Budget Analysis	Budget Issues	Total
0	Direct Billed	$0	$0	$0
3	County Administrator - GF	717	564	1,281
4	Public Information Office - GF	581	705	1,286
5	County Atty Admin - GF	3,187	3,512	6,700
6	Admin Services - GF	211	113	324
7	Finance & IT - GF	0	169	169
8	Accounting - GF	1,682	2,073	3,755
9	Budget - GF	599	733	1,332
10	Human Resources - GF	1,543	1,814	3,357
11	Purchasing - GF	722	876	1,598
12	Development & Trans - GF	231	188	419
13	Building Inspection - GF	2,856	3,377	6,233
14	Board of County Comm - GF	589	600	1,189
15	Treasurer - GF	1,271	1,626	2,897
16	Document Production (Print Shop) - GF	57	125	182
17	Non-Departmental - GF	1,196	0	1,196
18	Transportation & Engineering - GF	3,899	4,378	8,276
19	Facilities & Const Mgmt - GF	9,036	6,879	15,915
20	IT Services - GF	10,401	8,242	18,643
21	Archives & Records - GF	179	250	430
22	C&R Administration - GF	900	1,001	1,901
23	C&R Clerk to the Board - GF	226	375	602
24	C&R Elections - GF	4,442	1,876	6,318
25	C&R Motor Vehicle - GF	4,469	7,692	12,161
26	C&R Recording - GF	1,244	2,001	3,245
27	Assessor - GF	4,329	6,576	10,906
28	CSU Extension - GF	805	688	1,493
29	Coroner - GF	1,777	1,501	3,277
30	County Attorney BOE - GF	117	125	242
31	District Attorney Admin - GF	19,529	21,181	40,710
32	District Atty Dom Violence - GF	130	125	255
33	Emergency Management - GF	671	625	1,296
34	Fairgrounds - GF	832	1,126	1,957
35	Intergovernmental Projects - GF	347	0	347
36	Justice Services - GF	7,944	4,359	12,303
37	Planning & Zoning - GF	3,756	5,115	8,871
38	Public Trustee	743	1,101	1,843
39	JCSO Detentions - GF	41,991	46,277	88,268
40	JCSO Law Enforcement - GF	1,663	2,001	3,664
41	JCSO Executive - GF	1,568	1,376	2,944
42	JCSO Support Services - GF	18,732	15,384	34,116

Allocation Summary

Dept:9 Budget - GF

	Department	Budget Analysis	Budget Issues	Total
43	Surveyor - GF	$7	$125	$132
44	Historical Commission - GF	10	0	10
46	Dog Licensing Fund	141	250	391
47	Insurance Fund	1,833	250	2,083
48	Worker's Compensation Fund	1,463	250	1,713
49	Open Space Fund	9,899	11,879	21,778
50	Open Space Cities Share Fund	245	0	245
53	Open Space Land Acqu Fund	60	0	60
56	Boettcher Mansion Fund	503	704	1,207
58	So Plains Traffic Impact Fund	1	0	1
63	Road & Bridge Fund	16,850	22,588	39,438
64	Social Services Fund	39,307	60,245	99,552
65	Workforce Development Fund	3,595	3,362	6,957
66	Head Start Fund	4,662	6,913	11,575
67	Capital Expenditures Fund	1,814	0	1,814
69	Fleet Services Fund	6,352	2,877	9,228
70	Library Fund	24,053	22,763	46,816
71	Benefit Plan Fund	31,186	500	31,686
72	Patrol Fund	29,376	33,269	62,645
73	Inmate Welfare Fund	879	1,251	2,129
74	Forfeiture Fund	56	0	56
75	Public Health Fund	13,095	17,341	30,436
76	Airport Fund	2,727	2,602	5,329
77	Wildland Fire Fund	11	0	11
80	Meadow Ranch Pub Impr Fund	12	0	12
82	SE Sales Tax-Capital Fund	435	0	435
83	Solid Waste Emergency Fund	7	0	7
84	Solid Waste Management Fund	232	0	232
85	Community Development Fund	414	500	914
Total		$344,398	$344,398	$688,796

HUMAN RESOURCES

Nature and Extent of Service

Human Resources (HR) provides a variety of services including recruitment, general HR (employee relations), terminations, unemployment, background checks, classification and compensation, and training for county staff. Indirect costs for these functions will be allocated to the receiving department/division's budgets. HR includes the following ***functions***:

- ***Recruitment:*** Jefferson County hires over 1300 employees annually for both full-time equivalent (FTE) and temporary positions. Recruiting collaborates with hiring managers to find the most qualified talent through all stages of the recruiting process – this includes assessing needs, requisitions, job advertising and marketing, screening applications and candidates, assisting hiring personnel in the interview process, reference checks, and motor vehicle record checks. Recruitment also represents Jefferson County at job fairs and other hiring events. Recruiting services are allocated based on the number of recruitments by department/division, with the Sheriff's Office charged at 10% and Library at 75% to account for in-house HR services.
- ***General HR:*** HR provides expertise, consultation and leadership in management of the county's human resources. They promote an environment of collaboration, continuous learning, positive employee-management relations and the well-being of employees. General HR encompasses all other administrative and managerial functions not specifically listed as follows: on-boarding preparation and paperwork for new employees, customer inquiries, assisting managers and employees with questions or concerns, running personnel reports, producing HR metrics, data entry into the Human Capital Management (HCM) system, maintaining employee personnel files, Equal Employment Opportunity Commission (EEOC) reporting, EEOC complaints, federal and state employment postings, litigation support, personnel investigations and complaints, workplace accommodations, service awards, employee engagement surveys, tuition reimbursements, employee communication, workforce planning, updating personnel rules, exit interviews and employee recognition. These services are allocated based on number of total FTE's by department/division, with the Sheriff's Office charged at 80% and Library charged at 95% to account for in-house HR services.

HUMAN RESOURCES

Nature and Extent of Service Continued

- ***Terminations:*** HR assists both departments under the County Administrator and Elected Officials with their termination process. The role of HR is to ensure compliance with county policies and rules, ensure requirements under federal or state statute, process and maintain required records and documentation and identify potential legal risks associated with the termination. HR metrics are captured for terminations to help identify underlying causes for turnover in order to assist with proactive measures. In depth consultations and assistance generally occur for termination processes involving medical separation, layoffs, and dismissals for cause. These services are allocated based on the number of terminations per department/division.
- ***Unemployment:*** Unemployment services are allocated based on the number of Requests for Job Separation Information (claims for unemployment benefits) received per year by department/division. Upon receipt of this notification by HR, the following steps are taken:

  - Confirmation of employment: Dates of employment, salary, reason for termination, department at the time of separation, supervisor, payments of severance, vacation, sick leave, etc.
  - Documenting information from the claim (including potential charges): Unemployment tracking is maintained by HR.
  - Discussion of claim with supervisor: Response is written by Human Resources and returned to Colorado Division of Labor by deadline.
  - Notification of decision: Information shared with supervisor and if department disagrees with the decision (award of benefits to employee) HR prepares and submits written appeal.
  - Appeal Hearing: In the case of an appeal hearing, initial notification and coordination of documentation and resources is done by HR.

HUMAN RESOURCES

Nature and Extent of Service Continued

- Process quarterly unemployment charges/billing: Quality control checks on all quarterly unemployment charges/billings; checked against unemployment tracking to ensure accuracy and prepare notification to the State in the case of any overpayments.
- Determine which business unit will be charged**:** Notify accounting of charges and process claim voucher for payment.

- ***Training:*** The purpose of the Organizational Development and Training unit is to improve organizational and individual performance and productivity by providing internal performance consulting, relevant training workshops, and performance management development programs. Organizational Development refers to strategies and initiatives that align, promote and encourage the improvement of a department or work team's performance and productivity. HR helps clients define, plan, and execute organizational change initiatives; assists in identifying both organizational and individual performance obstacles; and coach individual managers and supervisors to improve their abilities to lead and to manage. By providing training programs and resources to enhance the skills and competencies of Jefferson County employees, Department/divisions and works teams better serve their customers and become more effective and efficient in fulfilling their respective missions within the county. These services are allocated based on the number of training hours by department/division.
- ***Background Checks:*** Background checks are part of the recruitment process and verify criminal history and education. They are an important component of the hiring process and also assist departments in adhering to various credentials outlined in state statues or county policies. These services are allocated based on the number of background checks processed by department/division.

HUMAN RESOURCES

Nature and Extent of Service Continued

- ***Compensation Program:*** HR maintains and administers a compensation program that will attract, reward, and retain a well-qualified workforce. They analyze relevant market data and develop compensation strategies to assist in meeting business objectives while being fiscally responsible and compliant with all applicable laws and regulations. The compensation program will be continuously evaluated and revised as needed to ensure that the intended objectives are met. Human Resources maintains awareness of and analyzes emerging trends and changing circumstances that impact compensation in order to keep Jefferson County's compensation programs up to date and relevant. Human Resources will review job changes, use the point factor analysis to ensure internal equity, as well as make comparisons within relevant market and with other like jobs using approved market salary studies. These reviews are conducted by Human Resources in consultation with the appropriate budget official(s) to establish and adjust pay levels as necessary.

  In order to provide market competitive and internally equitable salaries, jobs must be assigned to an appropriate pay grade. The process of assigning a job to an appropriate pay grade involves:

  - Collecting and reviewing job information.
  - Comparison with other like jobs.
  - Use of Point Factor Analysis to ensure internal equity.
  - Review of relevant market considerations.
  - HR recommendation of appropriate job title and pay range.

These services are allocated based on the number of benefit eligible FTE's by department/division, with the DA's Office only charged for classifications included in the County's compensation programs and/or market studies.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs **Dept:10 Human Resources - GF**

Description		Amount	General Admin	Recruitment	General HR	Terminations	Unemployment	Training	Background Checks	Compensation Program
Personnel Costs										
Salaries	S1	915,443	127,521	113,698	308,596	44,674	39,181	155,168	0	126,606
Salary % Split			*13.93%*	*12.42%*	*33.71%*	*4.88%*	*4.28%*	*16.95%*	*.00%*	*13.83%*
Benefits	S	241,788	33,681	30,030	81,507	11,799	10,349	40,983	0	33,439
Subtotal - Personnel Costs		1,157,231	161,202	143,728	390,103	56,473	49,530	196,151	0	160,045
Services & Supplies Cost										
4261 General Supplies	P	46,856	36,458	0	0	0	0	10,398	0	0
4264 Books & Periodicals	P	15,725	3,698	0	0	0	0	12,027	0	0
4269 Equipment	S	2,677	373	332	902	131	115	454	0	370
43300 Prof & Tech Services	P	69,045	0	0	885	0	0	52,046	10,464	5,650
4341 Utilities	S	8,270	1,152	1,027	2,788	404	354	1,402	0	1,144
4343 Repairs & Maint	S	0	0	0	0	0	0	0	0	0
4344 Rent & Lease	S	15,689	2,185	1,949	5,289	766	671	2,659	0	2,170
4351 Misc Serv & Chrgs	P	2,818	2,498	0	0	0	0	320	0	0
4354 Adv & Pub	P	4,491	0	4,491	0	0	0	0	0	0
4356 Dues-Mtgs-Train	P	30,356	29,311	0	0	0	0	1,045	0	0
4358 Travel-Freight-Deliv	S	5,669	790	704	1,911	277	243	961	0	784
4385 Fin & Debt Services	D	0	0	0	0	0	0	0	0	0
45 Land & Capital	D	0	0	0	0	0	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0	0	0	0	0
4759 Indirect Costs	D	111,730	0	0	0	0	0	0	0	0
4757 IT Charges	D	55,881	0	0	0	0	0	0	0	0
4757 IT Tech Repl	S	7,999	1,114	993	2,696	390	342	1,356	0	1,106
4757 Fleet Charges	S	88	12	11	30	4	4	15	0	12
4757 Facility Charges	D	95,026	0	0	0	0	0	0	0	0
47 Insurance Tr's	S	7,581	1,056	942	2,556	370	324	1,285	0	1,048
4757 Other Direct Charges	S	0	0	0	0	0	0	0	0	0
Training Revenue	P	(3,000)	0	0	0	0	0	(3,000)	0	0
Subtotal - Services & Supplies		476,901	78,647	10,449	17,057	2,342	2,053	80,968	10,464	12,284
Department Cost Total		1,634,132	239,849	154,177	407,160	58,815	51,583	277,119	10,464	172,329
Adjustments to Cost										
4385 Fin & Debt Services	D	0	0	0	0	0	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:10 Human Resources - GF

Description		Amount	General Admin	Recruitment	General HR	Terminations	Unemployment	Training	Background Checks	Compensation Program
45 Land & Capital	D	0	0	0	0	0	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0	0	0	0	0
4759 Indirect Costs	D	(111,730)	0	0	0	0	0	0	0	0
4757 IT Charges	D	(55,881)	0	0	0	0	0	0	0	0
4757 Facility Charges	D	(95,026)	0	0	0	0	0	0	0	0
Subtotal - Adjustments		(262,637)	0	0	0	0	0	0	0	0
Total Costs After Adjustments		1,371,495	239,849	154,177	407,160	58,815	51,583	277,119	10,464	172,329
General Admin Distribution			(239,849)	34,610	93,939	13,599	11,927	47,234	0	38,540
Grand Total		$1,371,496		$188,787	$501,099	$72,414	$63,510	$324,353	$10,464	$210,869

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:10 Human Resources - GF

	Department	First Incoming	Second Incoming	Recruitment	General HR	Terminations	Unemployment	Training	Background Checks	Compensation Program
1	Courts & Admin Building (CAB)	$33,910	$0	$4,893	$13,281	$1,923	$1,686	$6,678	$0	$5,449
	Subtotal - Building Interest and Deprec	33,910	0	4,893	13,281	1,923	1,686	6,678	0	5,449
3	County Administration	3,557	0	513	1,393	202	177	700	0	572
	Subtotal - County Administrator - GF	3,557	0	513	1,393	202	177	700	0	572
4	Countywide Intranet, Web & Emp Assis	1,428	0	206	559	81	71	281	0	229
4	FrontDesk/Switchboard	673	0	97	264	38	33	133	0	108
	Subtotal - Public Information Office - G	2,101	0	303	823	119	104	414	0	338
5	Billable Legal Fees	90,370	0	13,040	35,394	5,124	4,494	17,797	0	14,521
5	Litigation Costs *	13,184	0	3,309	7,752	897	1,226	0	0	0
	Subtotal - County Atty Admin - GF	103,554	0	16,350	43,146	6,020	5,720	17,797	0	14,521
8	Accounts Receivable	76	0	11	30	4	4	15	0	12
8	Accounts Payable	2,227	0	321	872	126	111	439	0	358
8	General Accounting	7,400	0	1,068	2,898	420	368	1,457	0	1,189
8	Payroll	2,318	0	334	908	131	115	456	0	372
8	Capital Assets	56	0	8	22	3	3	11	0	9
8	Audit	1,004	0	145	393	57	50	198	0	161
	Subtotal - Accounting - GF	13,081	0	1,888	5,123	742	650	2,576	0	2,102
9	Budget Analysis	1,391	0	201	545	79	69	274	0	224
9	Budget Issues	1,635	0	236	640	93	81	322	0	263
	Subtotal - Budget - GF	3,026	0	437	1,185	172	150	596	0	486
10	Recruitment	0	4,151	599	1,626	235	206	817	0	667
10	General HR	0	4,873	703	1,909	276	242	960	0	783
10	Terminations	0	831	120	325	47	41	164	0	134
10	Unemployment	0	1,510	218	591	86	75	297	0	243
10	Training	0	7,632	1,101	2,989	433	380	1,503	0	1,226
10	Background Checks	0	124	18	49	7	6	24	0	20
10	Compensation Program	0	1,302	188	510	74	65	256	0	209
	Subtotal - Human Resources - GF	0	20,423	2,947	7,999	1,158	1,016	4,022	0	3,282
11	Purchase Orders	0	1,131	163	443	64	56	223	0	182

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:10 Human Resources - GF

	Department	First Incoming	Second Incoming	Recruitment	General HR	Terminations	Unemployment	Training	Background Checks	Compensation Program
11	Contract Amendements & Renewals	$0	$2,627	$379	$1,029	$149	$131	$517	$0	$422
11	Purchasing Card Rebate	0	(519)	(75)	(203)	(29)	(26)	(102)	0	(83)
11	Countywide Programs	0	617	89	242	35	31	122	0	99
	Subtotal - Purchasing - GF	0	3,856	556	1,510	219	192	759	0	620
14	Board of County Commissioners	0	2,031	293	795	115	101	400	0	326
14	County Commissioner's Other	0	1,714	247	671	97	85	338	0	275
	Subtotal - Board of County Comm - GF	0	3,745	540	1,467	212	186	738	0	602
15	Banking	0	949	137	372	54	47	187	0	152
15	Investments - General Fund	0	343	49	134	19	17	68	0	55
	Subtotal - Treasurer - GF	0	1,292	186	506	73	64	254	0	208
17	Non-Divisional	0	1,220	176	478	69	61	240	0	196
	Subtotal - Non-Departmental - GF	0	1,220	176	478	69	61	240	0	196
19	Fac - Courts & Admin Bldg	0	78,973	11,396	30,930	4,478	3,927	15,552	0	12,690
	Subtotal - Facilities & Const Mgmt - GF	0	78,973	11,396	30,930	4,478	3,927	15,552	0	12,690
20	IVR	0	1,399	202	548	79	70	276	0	225
20	Department Specific Services	0	13,285	1,917	5,203	753	661	2,616	0	2,135
20	EDMS	0	6,645	959	2,603	377	330	1,309	0	1,068
20	ERP	0	10,354	1,494	4,055	587	515	2,039	0	1,664
20	EMail	0	200	29	78	11	10	39	0	32
20	Network & Telecomm	0	10,015	1,445	3,922	568	498	1,972	0	1,609
20	GIS	0	4,559	658	1,786	258	227	898	0	733
20	AV	0	1,261	182	494	71	63	248	0	203
20	File/Print Servers	0	279	40	109	16	14	55	0	45
20	Enterprise Web Apps	0	1,558	225	610	88	77	307	0	250
20	Customer Service	0	12,742	1,839	4,991	722	634	2,509	0	2,047
	Subtotal - IT Services - GF	0	62,297	8,990	24,399	3,532	3,098	12,268	0	10,010
21	Record Retrieval	0	579	84	227	33	29	114	0	93
21	Record Management	0	1,294	187	507	73	64	255	0	208
21	Record Storage	0	5,196	750	2,035	295	258	1,023	0	835

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:10 Human Resources - GF

	Department	First Incoming	Second Incoming	Recruitment	General HR	Terminations	Unemployment	Training	Background Checks	Compensation Program
	Subtotal - Archives & Records - GF	$0	$7,069	$1,020	$2,769	$401	$352	$1,392	$0	$1,136
23	Clerk to the Board	0	1,954	282	765	111	97	385	0	314
	Subtotal - C&R Clerk to the Board - GF	0	1,954	282	765	111	97	385	0	314
1	Courts & Admin Building (CAB)	0	167	24	65	9	8	33	0	27
	Subtotal - Building Interest and Deprec	0	167	24	65	9	8	33	0	27
3	County Administration	0	708	102	277	40	35	139	0	114
	Subtotal - County Administrator - GF	0	708	102	277	40	35	139	0	114
4	Countywide Intranet, Web & Emp Assis	0	140	20	55	8	7	28	0	22
4	FrontDesk/Switchboard	0	67	10	26	4	3	13	0	11
	Subtotal - Public Information Office - G	0	207	30	81	12	10	41	0	33
5	Billable Legal Fees	0	12,083	1,744	4,732	685	601	2,380	0	1,942
5	Litigation Costs *	0	1,588	399	934	108	148	0	0	0
	Subtotal - County Atty Admin - GF	0	13,671	2,142	5,666	793	749	2,380	0	1,942
8	Accounts Receivable	0	11	2	4	1	1	2	0	2
8	Accounts Payable	0	334	48	131	19	17	66	0	54
8	General Accounting	0	1,128	163	442	64	56	222	0	181
8	Payroll	0	343	49	134	19	17	68	0	55
8	Capital Assets	0	8	1	3	0	0	2	0	1
8	Audit	0	0	0	0	0	0	0	0	0
	Subtotal - Accounting - GF	0	1,824	263	714	103	91	359	0	293
9	Budget Analysis	0	152	22	60	9	8	30	0	24
9	Budget Issues	0	179	26	70	10	9	35	0	29
	Subtotal - Budget - GF	0	331	48	130	19	16	65	0	53
	Total Incoming	159,229	197,737	53,087	142,709	20,406	18,390	67,389	0	54,985
				13.99%	37.25%	5.37%	4.74%	22.66%	0.61%	15.38%
	C. Total Allocated		$1,728,462	$241,874	$643,807	$92,820	$81,900	$391,742	$10,464	$265,854

Jefferson County,Colorado
Full Cost Allocation Plan

Recruitment Allocations

Dept:10 Human Resources - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
5 County Atty Admin - GF	4.00	1.56%	$3,321	$0	$3,321	$0	$3,321
6 Admin Services - GF	1.00	0.39%	830	0	830	0	830
8 Accounting - GF	4.00	1.56%	3,321	0	3,321	0	3,321
10 Human Resources - GF	5.00	1.95%	4,151	0	4,151	0	4,151
11 Purchasing - GF	1.00	0.39%	830	0	830	118	949
13 Building Inspection - GF	3.00	1.17%	2,491	0	2,491	355	2,846
15 Treasurer - GF	1.00	0.39%	830	0	830	118	949
18 Transportation & Engineering - GF	6.00	2.34%	4,982	0	4,982	709	5,691
19 Facilities & Const Mgmt - GF	2.00	0.78%	1,661	0	1,661	236	1,897
20 IT Services - GF	18.00	7.01%	14,945	0	14,945	2,128	17,073
22 C&R Administration - GF	6.00	2.34%	4,982	0	4,982	709	5,691
27 Assessor - GF	3.00	1.17%	2,491	0	2,491	355	2,846
28 CSU Extension - GF	1.00	0.39%	830	0	830	118	949
29 Coroner - GF	1.00	0.39%	830	0	830	118	949
31 District Attorney Admin - GF	12.00	4.67%	9,963	0	9,963	1,419	11,382
36 Justice Services - GF	7.00	2.73%	5,812	0	5,812	828	6,640
37 Planning & Zoning - GF	2.00	0.78%	1,661	0	1,661	236	1,897
49 Open Space Fund	20.00	7.79%	16,605	0	16,605	2,365	18,970
56 Boettcher Mansion Fund	1.00	0.39%	830	0	830	118	949
63 Road & Bridge Fund	8.00	3.12%	6,642	0	6,642	946	7,588
64 Social Services Fund	68.00	26.48%	56,458	0	56,458	8,040	64,499
65 Workforce Development Fund	11.00	4.28%	9,133	0	9,133	1,301	10,434
66 Head Start Fund	12.00	4.67%	9,963	0	9,963	1,419	11,382
69 Fleet Services Fund	3.00	1.17%	2,491	0	2,491	355	2,846
70 Library Fund	15.75	6.13%	13,077	0	13,077	1,862	14,939
75 Public Health Fund	39.00	15.19%	32,380	0	32,380	4,611	36,992
76 Airport Fund	2.00	0.78%	1,661	0	1,661	236	1,897
Subtotal	256.75	100.00%	213,171	0	213,171	28,703	241,874
Direct Bills					0		0
Total					$213,171		$241,874

Basis Units: Number of Recruitments Processed w/SO charged at 10% & Library charged at 75%
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

General HR Allocations

Dept:10 Human Resources - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.15%	$855	$0	$855	$0	$855
4	Public Information Office - GF	8.25	0.25%	1,411	0	1,411	0	1,411
5	County Atty Admin - GF	34.15	1.03%	5,839	0	5,839	0	5,839
6	Admin Services - GF	1.00	0.03%	171	0	171	0	171
7	Finance & IT - GF	1.50	0.05%	256	0	256	0	256
8	Accounting - GF	18.38	0.56%	3,143	0	3,143	0	3,143
9	Budget - GF	6.50	0.20%	1,111	0	1,111	0	1,111
10	Human Resources - GF	28.50	0.86%	4,873	0	4,873	0	4,873
11	Purchasing - GF	7.00	0.21%	1,197	0	1,197	170	1,367
12	Development & Trans - GF	1.50	0.05%	256	0	256	36	293
13	Building Inspection - GF	30.00	0.91%	5,130	0	5,130	727	5,857
14	Board of County Comm - GF	4.80	0.14%	821	0	821	116	937
15	Treasurer - GF	14.00	0.42%	2,394	0	2,394	339	2,733
16	Document Production (Print Shop) - GF	1.00	0.03%	171	0	171	24	195
18	Transportation & Engineering - GF	44.00	1.33%	7,524	0	7,524	1,067	8,590
19	Facilities & Const Mgmt - GF	61.00	1.84%	10,430	0	10,430	1,479	11,909
20	IT Services - GF	65.90	1.99%	11,268	0	11,268	1,598	12,866
21	Archives & Records - GF	2.00	0.06%	342	0	342	48	390
22	C&R Administration - GF	9.00	0.27%	1,539	0	1,539	218	1,757
23	C&R Clerk to the Board - GF	3.00	0.09%	513	0	513	73	586
24	C&R Elections - GF	103.00	3.11%	17,612	0	17,612	2,497	20,109
25	C&R Motor Vehicle - GF	61.50	1.86%	10,516	0	10,516	1,491	12,007
26	C&R Recording - GF	17.00	0.51%	2,907	0	2,907	412	3,319
27	Assessor - GF	55.58	1.68%	9,504	0	9,504	1,348	10,851
28	CSU Extension - GF	24.50	0.74%	4,189	0	4,189	594	4,783
29	Coroner - GF	17.00	0.51%	2,907	0	2,907	412	3,319
30	County Attorney BOE - GF	2.00	0.06%	342	0	342	48	390
31	District Attorney Admin - GF	196.35	5.93%	33,574	0	33,574	4,760	38,334
32	District Atty Dom Violence - GF	1.00	0.03%	171	0	171	24	195
33	Emergency Management - GF	8.00	0.24%	1,368	0	1,368	194	1,562
34	Fairgrounds - GF	10.00	0.30%	1,710	0	1,710	242	1,952
36	Justice Services - GF	38.85	1.17%	6,643	0	6,643	942	7,585
37	Planning & Zoning - GF	41.90	1.27%	7,164	0	7,164	1,016	8,180
38	Public Trustee	8.80	0.27%	1,505	0	1,505	213	1,718
39	JCSO Detentions - GF	296.80	8.97%	50,750	0	50,750	7,196	57,945
40	JCSO Law Enforcement - GF	12.80	0.39%	2,189	0	2,189	310	2,499
41	JCSO Executive - GF	8.80	0.27%	1,505	0	1,505	213	1,718
42	JCSO Support Services - GF	106.40	3.21%	18,193	0	18,193	2,580	20,773
43	Surveyor - GF	1.00	0.03%	171	0	171	24	195
46	Dog Licensing Fund	1.60	0.05%	274	0	274	39	312
47	Insurance Fund	2.00	0.06%	342	0	342	48	390
48	Worker's Compensation Fund	2.00	0.06%	342	0	342	48	390
49	Open Space Fund	239.98	7.25%	41,034	0	41,034	5,818	46,852

Jefferson County,Colorado
Full Cost Allocation Plan

General HR Allocations

Dept:10 Human Resources - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56	Boettcher Mansion Fund	11.63	0.35%	$1,989	$0	$1,989	$282	$2,271
63	Road & Bridge Fund	194.60	5.88%	33,274	0	33,274	4,718	37,992
64	Social Services Fund	538.68	16.27%	92,108	0	92,108	13,060	105,169
65	Workforce Development Fund	80.38	2.43%	13,744	0	13,744	1,949	15,693
66	Head Start Fund	58.27	1.76%	9,964	0	9,964	1,413	11,376
69	Fleet Services Fund	23.00	0.69%	3,933	0	3,933	558	4,490
70	Library Fund	381.90	11.54%	65,301	0	65,301	9,259	74,560
71	Benefit Plan Fund	4.00	0.12%	684	0	684	97	781
72	Patrol Fund	223.20	6.74%	38,165	0	38,165	5,411	43,576
73	Inmate Welfare Fund	8.00	0.24%	1,368	0	1,368	194	1,562
75	Public Health Fund	154.65	4.67%	26,443	0	26,443	3,749	30,193
76	Airport Fund	23.80	0.72%	4,070	0	4,070	577	4,647
85	Community Development Fund	5.00	0.15%	855	0	855	121	976
Subtotal		3,310.45	100.00%	566,050	0	566,050	77,757	643,807
Direct Bills						0		0
Total						$566,050		$643,807

Basis Units: Total FTE (SO @80%, Library @95%)
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Terminations Allocations

Dept:10 Human Resources - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
5	County Atty Admin - GF	5.00	0.57%	$462	$0	$462	$0	$462
6	Admin Services - GF	1.00	0.11%	92	0	92	0	92
8	Accounting - GF	4.00	0.45%	369	0	369	0	369
10	Human Resources - GF	9.00	1.02%	831	0	831	0	831
13	Building Inspection - GF	3.00	0.34%	277	0	277	39	316
18	Transportation & Engineering - GF	16.00	1.81%	1,478	0	1,478	208	1,685
19	Facilities & Const Mgmt - GF	6.00	0.68%	554	0	554	78	632
20	IT Services - GF	13.00	1.47%	1,201	0	1,201	169	1,369
23	C&R Clerk to the Board - GF	1.00	0.11%	92	0	92	13	105
24	C&R Elections - GF	209.00	23.66%	19,301	0	19,301	2,715	22,016
25	C&R Motor Vehicle - GF	7.00	0.79%	646	0	646	91	737
26	C&R Recording - GF	2.00	0.23%	185	0	185	26	211
27	Assessor - GF	4.00	0.45%	369	0	369	52	421
28	CSU Extension - GF	17.00	1.92%	1,570	0	1,570	221	1,791
29	Coroner - GF	2.00	0.23%	185	0	185	26	211
31	District Attorney Admin - GF	30.00	3.40%	2,770	0	2,770	390	3,160
34	Fairgrounds - GF	1.00	0.11%	92	0	92	13	105
36	Justice Services - GF	14.00	1.58%	1,293	0	1,293	182	1,475
37	Planning & Zoning - GF	6.00	0.68%	554	0	554	78	632
42	JCSO Support Services - GF	69.00	7.81%	6,372	0	6,372	896	7,268
49	Open Space Fund	142.00	16.07%	13,114	0	13,114	1,844	14,958
56	Boettcher Mansion Fund	3.00	0.34%	277	0	277	39	316
63	Road & Bridge Fund	30.00	3.40%	2,770	0	2,770	390	3,160
64	Social Services Fund	82.00	9.28%	7,573	0	7,573	1,065	8,638
65	Workforce Development Fund	91.50	10.36%	8,450	0	8,450	1,189	9,639
66	Head Start Fund	15.00	1.70%	1,385	0	1,385	195	1,580
69	Fleet Services Fund	3.00	0.34%	277	0	277	39	316
70	Library Fund	61.00	6.90%	5,633	0	5,633	792	6,426
75	Public Health Fund	33.00	3.74%	3,048	0	3,048	429	3,476
76	Airport Fund	4.00	0.45%	369	0	369	52	421
Subtotal		883.50	100.00%	81,591	0	81,591	11,229	92,820
Direct Bills						0		0
Total						$81,591		$92,820

Basis Units: Number of Terminations by division
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Unemployment Allocations

Dept:10 Human Resources - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
5	County Atty Admin - GF	2	1.40%	$1,007	$0	$1,007	$0	$1,007
8	Accounting - GF	1	0.70%	503	0	503	0	503
10	Human Resources - GF	3	2.10%	1,510	0	1,510	0	1,510
11	Purchasing - GF	1	0.70%	503	0	503	72	576
18	Transportation & Engineering - GF	4	2.80%	2,014	0	2,014	289	2,303
20	IT Services - GF	3	2.10%	1,510	0	1,510	217	1,727
24	C&R Elections - GF	20	13.99%	10,070	0	10,070	1,445	11,515
25	C&R Motor Vehicle - GF	1	0.70%	503	0	503	72	576
31	District Attorney Admin - GF	4	2.80%	2,014	0	2,014	289	2,303
36	Justice Services - GF	3	2.10%	1,510	0	1,510	217	1,727
37	Planning & Zoning - GF	1	0.70%	503	0	503	72	576
42	JCSO Support Services - GF	3	2.10%	1,510	0	1,510	217	1,727
47	Insurance Fund	1	0.70%	503	0	503	72	576
49	Open Space Fund	12	8.39%	6,042	0	6,042	867	6,909
63	Road & Bridge Fund	6	4.20%	3,021	0	3,021	434	3,455
64	Social Services Fund	44	30.77%	22,153	0	22,153	3,180	25,333
65	Workforce Development Fund	3	2.10%	1,510	0	1,510	217	1,727
66	Head Start Fund	10	6.99%	5,035	0	5,035	723	5,758
69	Fleet Services Fund	2	1.40%	1,007	0	1,007	145	1,152
70	Library Fund	11	7.69%	5,538	0	5,538	795	6,333
75	Public Health Fund	8	5.59%	4,028	0	4,028	578	4,606
Subtotal		143	100.00%	71,998	0	71,998	9,902	81,900
Direct Bills						0		0
Total						$71,998		$81,900

Basis Units: Number of Claims filed and Appeal Hearings by Division
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Training Allocations

Dept:10 Human Resources - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
5 County Atty Admin - GF	27.00	0.27%	$954	$0	$954	$0	$954
6 Admin Services - GF	27.00	0.27%	954	0	954	0	954
8 Accounting - GF	96.00	0.96%	3,392	0	3,392	0	3,392
9 Budget - GF	54.00	0.54%	1,908	0	1,908	0	1,908
10 Human Resources - GF	216.00	2.16%	7,632	0	7,632	0	7,632
12 Development & Trans - GF	7.00	0.07%	247	0	247	28	276
13 Building Inspection - GF	81.50	0.82%	2,880	0	2,880	329	3,209
15 Treasurer - GF	59.00	0.59%	2,085	0	2,085	238	2,323
18 Transportation & Engineering - GF	202.00	2.02%	7,138	0	7,138	815	7,953
19 Facilities & Const Mgmt - GF	41.00	0.41%	1,449	0	1,449	165	1,614
20 IT Services - GF	177.00	1.77%	6,254	0	6,254	714	6,968
22 C&R Administration - GF	468.00	4.68%	16,536	0	16,536	1,888	18,425
27 Assessor - GF	37.00	0.37%	1,307	0	1,307	149	1,457
28 CSU Extension - GF	24.50	0.25%	866	0	866	99	965
29 Coroner - GF	7.50	0.08%	265	0	265	30	295
31 District Attorney Admin - GF	132.00	1.32%	4,664	0	4,664	533	5,197
34 Fairgrounds - GF	58.50	0.59%	2,067	0	2,067	236	2,303
36 Justice Services - GF	124.00	1.24%	4,381	0	4,381	500	4,882
37 Planning & Zoning - GF	79.50	0.80%	2,809	0	2,809	321	3,130
38 Public Trustee	61.00	0.61%	2,155	0	2,155	246	2,402
42 JCSO Support Services - GF	1,108.00	11.09%	39,151	0	39,151	4,471	43,621
47 Insurance Fund	51.00	0.51%	1,802	0	1,802	206	2,008
49 Open Space Fund	374.00	3.74%	13,215	0	13,215	1,509	14,724
63 Road & Bridge Fund	425.50	4.26%	15,035	0	15,035	1,717	16,752
64 Social Services Fund	3,696.00	36.98%	130,596	0	130,596	14,913	145,509
65 Workforce Development Fund	1,125.50	11.26%	39,769	0	39,769	4,541	44,310
66 Head Start Fund	125.00	1.25%	4,417	0	4,417	504	4,921
69 Fleet Services Fund	70.00	0.70%	2,473	0	2,473	282	2,756
70 Library Fund	151.00	1.51%	5,335	0	5,335	609	5,945
75 Public Health Fund	880.50	8.81%	31,112	0	31,112	3,553	34,665
76 Airport Fund	7.50	0.08%	265	0	265	30	295
Subtotal	9,993.50	100.00%	353,114	0	353,114	38,628	391,742
Direct Bills					0		0
Total					$353,114		$391,742

Basis Units: Number of Training Hours (including Custom Tr Classes) by Dept/Div
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Background Checks Allocations

Dept:10 Human Resources - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
5	County Atty Admin - GF	5	0.66%	$69	$0	$69	$0	$69
6	Admin Services - GF	1	0.13%	14	0	14	0	14
8	Accounting - GF	4	0.53%	55	0	55	0	55
10	Human Resources - GF	9	1.18%	124	0	124	0	124
13	Building Inspection - GF	3	0.39%	41	0	41	0	41
15	Treasurer - GF	1	0.13%	14	0	14	0	14
18	Transportation & Engineering - GF	19	2.50%	261	0	261	0	261
19	Facilities & Const Mgmt - GF	2	0.26%	28	0	28	0	28
20	IT Services - GF	15	1.97%	206	0	206	0	206
22	C&R Administration - GF	10	1.31%	138	0	138	0	138
27	Assessor - GF	4	0.53%	55	0	55	0	55
28	CSU Extension - GF	14	1.84%	193	0	193	0	193
29	Coroner - GF	5	0.66%	69	0	69	0	69
31	District Attorney Admin - GF	15	1.97%	206	0	206	0	206
34	Fairgrounds - GF	2	0.26%	28	0	28	0	28
36	Justice Services - GF	13	1.71%	179	0	179	0	179
37	Planning & Zoning - GF	5	0.66%	69	0	69	0	69
49	Open Space Fund	117	15.37%	1,609	0	1,609	0	1,609
56	Boettcher Mansion Fund	4	0.53%	55	0	55	0	55
63	Road & Bridge Fund	20	2.63%	275	0	275	0	275
64	Social Services Fund	232	30.49%	3,190	0	3,190	0	3,190
65	Workforce Development Fund	150	19.71%	2,063	0	2,063	0	2,063
66	Head Start Fund	18	2.37%	248	0	248	0	248
69	Fleet Services Fund	5	0.66%	69	0	69	0	69
70	Library Fund	40	5.26%	550	0	550	0	550
75	Public Health Fund	46	6.04%	633	0	633	0	633
76	Airport Fund	2	0.26%	28	0	28	0	28
Subtotal		761	100.00%	10,464	0	10,464	0	10,464
Direct Bills						0		0
Total						$10,464		$10,464

Basis Units: Number of Background Checks
Source:

Compensation Program Allocations

Dept:10 Human Resources - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.19%	$449	$0	$449	$0	$449
4	Public Information Office - GF	6.25	0.24%	561	0	561	0	561
5	County Atty Admin - GF	31.15	1.19%	2,798	0	2,798	0	2,798
6	Admin Services - GF	1.00	0.04%	90	0	90	0	90
7	Finance & IT - GF	1.50	0.06%	135	0	135	0	135
8	Accounting - GF	18.38	0.70%	1,651	0	1,651	0	1,651
9	Budget - GF	6.50	0.25%	584	0	584	0	584
10	Human Resources - GF	14.50	0.56%	1,302	0	1,302	0	1,302
11	Purchasing - GF	7.00	0.27%	629	0	629	87	716
12	Development & Trans - GF	1.50	0.06%	135	0	135	19	153
13	Building Inspection - GF	27.00	1.03%	2,425	0	2,425	337	2,762
14	Board of County Comm - GF	4.80	0.18%	431	0	431	60	491
15	Treasurer - GF	13.00	0.50%	1,168	0	1,168	162	1,330
16	Document Production (Print Shop) - GF	1.00	0.04%	90	0	90	12	102
18	Transportation & Engineering - GF	35.00	1.34%	3,144	0	3,144	437	3,580
19	Facilities & Const Mgmt - GF	55.00	2.11%	4,940	0	4,940	687	5,626
20	IT Services - GF	65.90	2.53%	5,919	0	5,919	823	6,741
21	Archives & Records - GF	2.00	0.08%	180	0	180	25	205
22	C&R Administration - GF	8.00	0.31%	719	0	719	100	818
23	C&R Clerk to the Board - GF	3.00	0.11%	269	0	269	37	307
24	C&R Elections - GF	15.00	0.57%	1,347	0	1,347	187	1,534
25	C&R Motor Vehicle - GF	61.50	2.36%	5,524	0	5,524	768	6,291
26	C&R Recording - GF	16.00	0.61%	1,437	0	1,437	200	1,637
27	Assessor - GF	52.58	2.02%	4,722	0	4,722	656	5,379
28	CSU Extension - GF	5.50	0.21%	494	0	494	69	563
29	Coroner - GF	12.00	0.46%	1,078	0	1,078	150	1,228
30	County Attorney BOE - GF	1.00	0.04%	90	0	90	12	102
31	District Attorney Admin - GF	19.00	0.73%	1,706	0	1,706	237	1,944
33	Emergency Management - GF	5.00	0.19%	449	0	449	62	511
34	Fairgrounds - GF	9.00	0.34%	808	0	808	112	921
36	Justice Services - GF	34.85	1.34%	3,130	0	3,130	435	3,565
37	Planning & Zoning - GF	40.90	1.57%	3,673	0	3,673	511	4,184
38	Public Trustee	8.80	0.34%	790	0	790	110	900
39	JCSO Detentions - GF	370.00	14.18%	33,231	0	33,231	4,619	37,850
40	JCSO Law Enforcement - GF	16.00	0.61%	1,437	0	1,437	200	1,637
41	JCSO Executive - GF	11.00	0.42%	988	0	988	137	1,125
42	JCSO Support Services - GF	123.00	4.71%	11,047	0	11,047	1,535	12,583
43	Surveyor - GF	1.00	0.04%	90	0	90	12	102
46	Dog Licensing Fund	2.00	0.08%	180	0	180	25	205
47	Insurance Fund	2.00	0.08%	180	0	180	25	205
48	Worker's Compensation Fund	2.00	0.08%	180	0	180	25	205
49	Open Space Fund	94.98	3.64%	8,531	0	8,531	1,186	9,716
56	Boettcher Mansion Fund	5.63	0.22%	506	0	506	70	576

Jefferson County,Colorado
Full Cost Allocation Plan

Compensation Program Allocations

Dept:10 Human Resources - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
63 Road & Bridge Fund	180.60	6.92%	$16,221	$0	$16,221	$2,254	$18,475
64 Social Services Fund	481.68	18.46%	43,262	0	43,262	6,013	49,275
65 Workforce Development Fund	26.88	1.03%	2,414	0	2,414	336	2,750
66 Head Start Fund	55.27	2.12%	4,964	0	4,964	690	5,654
69 Fleet Services Fund	23.00	0.88%	2,066	0	2,066	287	2,353
70 Library Fund	182.00	6.98%	16,346	0	16,346	2,272	18,618
71 Benefit Plan Fund	4.00	0.15%	359	0	359	50	409
72 Patrol Fund	266.00	10.20%	23,891	0	23,891	3,321	27,211
73 Inmate Welfare Fund	10.00	0.38%	898	0	898	125	1,023
75 Public Health Fund	138.65	5.31%	12,453	0	12,453	1,731	14,184
76 Airport Fund	20.80	0.80%	1,868	0	1,868	260	2,128
85 Community Development Fund	4.00	0.15%	359	0	359	50	409
Subtotal	2,609.10	100.00%	234,336	0	234,336	31,518	265,854
Direct Bills					0		0
Total					$234,336		$265,854

Basis Units: Benefit Eligible FTE with DA Legal Secretaries Only
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:10 Human Resources - GF

	Department	Recruitment	General HR	Terminations	Unemployment	Training	Background Checks	Compensation Program	Total
0	Direct Billed	$0	$0	$0	$0	$0	$0	$0	$0
3	County Administrator - GF	0	855	0	0	0	0	449	1,304
4	Public Information Office - GF	0	1,411	0	0	0	0	561	1,972
5	County Atty Admin - GF	3,321	5,839	462	1,007	954	69	2,798	14,450
6	Admin Services - GF	830	171	92	0	954	14	90	2,151
7	Finance & IT - GF	0	256	0	0	0	0	135	391
8	Accounting - GF	3,321	3,143	369	503	3,392	55	1,651	12,435
9	Budget - GF	0	1,111	0	0	1,908	0	584	3,603
10	Human Resources - GF	4,151	4,873	831	1,510	7,632	124	1,302	20,424
11	Purchasing - GF	949	1,367	0	576	0	0	716	3,607
12	Development & Trans - GF	0	293	0	0	276	0	153	722
13	Building Inspection - GF	2,846	5,857	316	0	3,209	41	2,762	15,030
14	Board of County Comm - GF	0	937	0	0	0	0	491	1,428
15	Treasurer - GF	949	2,733	0	0	2,323	14	1,330	7,348
16	Document Production (Print Shop) - GF	0	195	0	0	0	0	102	298
18	Transportation & Engineering - GF	5,691	8,590	1,685	2,303	7,953	261	3,580	30,064
19	Facilities & Const Mgmt - GF	1,897	11,909	632	0	1,614	28	5,626	21,706
20	IT Services - GF	17,073	12,866	1,369	1,727	6,968	206	6,741	46,952
21	Archives & Records - GF	0	390	0	0	0	0	205	595
22	C&R Administration - GF	5,691	1,757	0	0	18,425	138	818	26,829
23	C&R Clerk to the Board - GF	0	586	105	0	0	0	307	998
24	C&R Elections - GF	0	20,109	22,016	11,515	0	0	1,534	55,175
25	C&R Motor Vehicle - GF	0	12,007	737	576	0	0	6,291	19,611
26	C&R Recording - GF	0	3,319	211	0	0	0	1,637	5,166
27	Assessor - GF	2,846	10,851	421	0	1,457	55	5,379	21,008
28	CSU Extension - GF	949	4,783	1,791	0	965	193	563	9,242
29	Coroner - GF	949	3,319	211	0	295	69	1,228	6,070
30	County Attorney BOE - GF	0	390	0	0	0	0	102	493
31	District Attorney Admin - GF	11,382	38,334	3,160	2,303	5,197	206	1,944	62,526
32	District Atty Dom Violence - GF	0	195	0	0	0	0	0	195
33	Emergency Management - GF	0	1,562	0	0	0	0	511	2,073
34	Fairgrounds - GF	0	1,952	105	0	2,303	28	921	5,309
36	Justice Services - GF	6,640	7,585	1,475	1,727	4,882	179	3,565	26,052
37	Planning & Zoning - GF	1,897	8,180	632	576	3,130	69	4,184	18,668
38	Public Trustee	0	1,718	0	0	2,402	0	900	5,020
39	JCSO Detentions - GF	0	57,945	0	0	0	0	37,850	95,796
40	JCSO Law Enforcement - GF	0	2,499	0	0	0	0	1,637	4,136
41	JCSO Executive - GF	0	1,718	0	0	0	0	1,125	2,843
42	JCSO Support Services - GF	0	20,773	7,268	1,727	43,621	0	12,583	85,972
43	Surveyor - GF	0	195	0	0	0	0	102	298
46	Dog Licensing Fund	0	312	0	0	0	0	205	517

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:10 Human Resources - GF

	Department	Recruitment	General HR	Terminations	Unemployment	Training	Background Checks	Compensation Program	Total
47	Insurance Fund	$0	$390	$0	$576	$2,008	$0	$205	$3,179
48	Worker's Compensation Fund	0	390	0	0	0	0	205	595
49	Open Space Fund	18,970	46,852	14,958	6,909	14,724	1,609	9,716	113,739
56	Boettcher Mansion Fund	949	2,271	316	0	0	55	576	4,166
63	Road & Bridge Fund	7,588	37,992	3,160	3,455	16,752	275	18,475	87,697
64	Social Services Fund	64,499	105,169	8,638	25,333	145,509	3,190	49,275	401,612
65	Workforce Development Fund	10,434	15,693	9,639	1,727	44,310	2,063	2,750	86,615
66	Head Start Fund	11,382	11,376	1,580	5,758	4,921	248	5,654	40,919
69	Fleet Services Fund	2,846	4,490	316	1,152	2,756	69	2,353	13,981
70	Library Fund	14,939	74,560	6,426	6,333	5,945	550	18,618	127,371
71	Benefit Plan Fund	0	781	0	0	0	0	409	1,190
72	Patrol Fund	0	43,576	0	0	0	0	27,211	70,787
73	Inmate Welfare Fund	0	1,562	0	0	0	0	1,023	2,585
75	Public Health Fund	36,992	30,193	3,476	4,606	34,665	633	14,184	124,748
76	Airport Fund	1,897	4,647	421	0	295	28	2,128	9,416
85	Community Development Fund	0	976	0	0	0	0	409	1,385
Total		$241,874	$643,807	$92,820	$81,900	$391,742	$10,464	$265,854	$1,728,462

PURCHASING

Nature and Extent of Service

Purchasing obtains competitive bids and proposals, and provides contracting support services for goods and services required for day-to-day operations for divisions reporting to Elected Officials and the County Administrator. These indirect costs will be allocated to the receiving department/divisions' budgets. Purchasing includes the following ***functions***:

- ***Purchase Orders (PO):*** Purchase orders are a binding agreement with suppliers and contractors identifying the good or service required and establishing the specifications, cost, quantity, schedule, method of delivery, and other terms and conditions. Costs associated with developing, preparing and administering PO's are allocated based upon the number of PO's and orders placed by Purchasing via procurement cards (ON) per department/division.
- ***Contract Amendments and Renewals, Non-competitive and Sole Source Contracts:*** Contracts that include renewal provisions or those that require changes to the terms and conditions are extended and/or modified through this function. This function also includes administering the support services for contracts where competitive bids are not required or where the requirement for competition has been waived. Costs associated with the administration of contract amendments and renewals, and non-competitive or sole source contracts are allocated based upon the number of contract amendments and renewals per department/division.
- ***Formal Bids, Requests for Proposals (RFP) and Prequalifications (PQ):*** As an agent for the BCC, Purchasing issues competitive bids and proposals in an effort to obtain the best value for the dollar and to fulfill statutory requirements. Purchasing also issues Requests for Statements of Qualifications to pre-establish qualified contractors or consultants. Costs associated with developing, preparing and administering bids, RFPs and PQs are allocated based upon the number of written bids, RFPs and PQs per department/division, weighted by complexity. This function includes establishing Master Agreements for prequalified firms, negotiating contract prices and terms or schedules, and any required contract support services.

PURCHASING

Nature and Extent of Service Continued

- ***Purchasing Card Rebate (P-Card):*** The commercial P-Card bank provider issues a rebate to users. The rebate percentage is determined by total program spending, and includes all State and participating Local Government cardholders. Jefferson County's portion of that rebate is based upon the County's portion of the overall total program spending. This rebate is allocated based upon the dollar value of P-Card purchases by department/division.
- ***Countywide Programs:*** This function provides administration of countywide programs, such as online ordering for office supplies and printing services, commercial purchasing cards and travel program. Costs are allocated based upon Benefit Eligible FTE's by department/division, excluding Library and Public Health, to account for in-house services.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs **Dept:11 Purchasing - GF**

Description		Amount	General Admin	Purchase Orders	Contract Amendements &	Formal Bids/RFP's/PQ's	Purchasing Card Rebate	Countywide Programs
Personnel Costs								
Salaries	S1	485,822	147,884	106,006	93,083	87,059	0	51,789
Salary % Split			*30.44%*	*21.82%*	*19.16%*	*17.92%*	*.00%*	*10.66%*
Benefits	S	134,474	40,934	29,342	25,765	24,098	0	14,335
Subtotal - Personnel Costs		620,296	188,818	135,348	118,848	111,157	0	66,124
Services & Supplies Cost								
4261 General Supplies	S	3,258	992	711	624	584	0	347
4264 Books & Periodicals	S	0	0	0	0	0	0	0
4269 Equipment	S	0	0	0	0	0	0	0
43300 Prof & Tech Services	S	0	0	0	0	0	0	0
4341 Utilities	S	955	291	208	183	171	0	102
4343 Repairs & Maint	S	813	247	177	156	146	0	87
4344 Rent & Lease	S	3,241	987	707	621	581	0	345
4351 Misc Serv & Chrgs	S	0	0	0	0	0	0	0
4354 Adv & Pub	S	0	0	0	0	0	0	0
4356 Dues-Mtgs-Train	S	3,235	985	706	620	580	0	345
4358 Travel-Freight-Deliv	S	4,205	1,280	918	806	754	0	448
4385 Fin & Debt Services	D	0	0	0	0	0	0	0
45 Land & Capital	D	0	0	0	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0	0	0
4759 Indirect Costs	D	43,526	0	0	0	0	0	0
JPMorgan Chase Rebate	P	(61,128)	0	0	0	0	(61,128)	0
4757 IT Charges	D	48,331	0	0	0	0	0	0
4757 IT Tech Repl	S	2,512	765	548	481	450	0	268
4757 Fleet Charges	S	0	0	0	0	0	0	0
4757 Facility Charges	D	38,652	0	0	0	0	0	0
47 Insurance Tr's	S	3,942	1,200	860	755	706	0	420
Revenue	P	(6,987)	(6,987)	0	0	0	0	0
Subtotal - Services & Supplies		84,555	(240)	4,835	4,246	3,972	(61,128)	2,362
Department Cost Total		704,851	188,578	140,183	123,094	115,129	(61,128)	68,486
Adjustments to Cost								
4385 Fin & Debt Services	D	0	0	0	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:11 Purchasing - GF

Description		Amount	General Admin	Purchase Orders	Contract Amendements &	Formal Bids/RFP's/PQ's	Purchasing Card Rebate	Countywide Programs
45 Land & Capital	D	0	0	0	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0	0	0
4759 Indirect Costs	D	(43,526)	0	0	0	0	0	0
4757 IT Charges	D	(48,331)	0	0	0	0	0	0
4757 Facility Charges	D	(38,652)	0	0	0	0	0	0
Subtotal - Adjustments		(130,509)	0	0	0	0	0	0
Total Costs After Adjustments		574,342	188,578	140,183	123,094	115,129	(61,128)	68,486
General Admin Distribution			(188,578)	59,154	51,943	48,581	0	28,900
Grand Total		$574,342		$199,337	$175,037	$163,710	$(61,128)	$97,386

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:11 Purchasing - GF

	Department	First Incoming	Second Incoming	Purchase Orders	Contract Amendements &	Formal Bids/RFP's/PQ's	Purchasing Card Rebate	Countywide Programs
1	Courts & Admin Building (CAB)	$12,838	$0	$4,027	$3,536	$3,307	$0	$1,967
	Subtotal - Building Interest and Deprec	12,838	0	4,027	3,536	3,307	0	1,967
3	County Administration	1,717	0	539	473	442	0	263
	Subtotal - County Administrator - GF	1,717	0	539	473	442	0	263
4	Countywide Intranet, Web & Emp Assis	690	0	216	190	178	0	106
	Subtotal - Public Information Office - G	690	0	216	190	178	0	106
5	Billable Legal Fees	5,877	0	1,844	1,619	1,514	0	901
	Subtotal - County Atty Admin - GF	5,877	0	1,844	1,619	1,514	0	901
6	Administrative Services Supervision	8,601	0	2,698	2,369	2,216	0	1,318
	Subtotal - Admin Services - GF	8,601	0	2,698	2,369	2,216	0	1,318
7	Finance & IT Supervision	414	0	130	114	107	0	63
	Subtotal - Finance & IT - GF	414	0	130	114	107	0	63
8	Accounts Payable	305	0	96	84	79	0	47
8	General Accounting	5,483	0	1,720	1,510	1,413	0	840
8	Payroll	632	0	198	174	163	0	97
8	Audit	507	0	159	140	131	0	78
	Subtotal - Accounting - GF	6,927	0	2,173	1,908	1,785	0	1,062
9	Budget Analysis	651	0	204	179	168	0	100
9	Budget Issues	789	0	247	217	203	0	121
	Subtotal - Budget - GF	1,440	0	452	397	371	0	221
10	Recruitment	830	0	260	229	214	0	127
10	General HR	1,197	0	375	330	308	0	183
10	Unemployment	503	0	158	139	130	0	77
10	Compensation Program	629	0	197	173	162	0	96
	Subtotal - Human Resources - GF	3,159	0	991	870	814	0	484
11	Purchase Orders	0	1,131	355	312	291	0	173

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:11 Purchasing - GF

	Department	First Incoming	Second Incoming	Purchase Orders	Contract Amendements &	Formal Bids/RFP's/PQ's	Purchasing Card Rebate	Countywide Programs
11	Purchasing Card Rebate	$0	$(244)	$(77)	$(67)	$(63)	$0	$(37)
11	Countywide Programs	0	298	93	82	77	0	46
	Subtotal - Purchasing - GF	0	1,185	372	326	305	0	182
14	Board of County Commissioners	0	980	307	270	252	0	150
14	County Commissioner's Other	0	802	252	221	207	0	123
	Subtotal - Board of County Comm - GF	0	1,782	559	491	459	0	273
15	Banking	0	444	139	122	114	0	68
15	Investments - General Fund	0	161	51	44	41	0	25
	Subtotal - Treasurer - GF	0	605	190	167	156	0	93
17	Non-Divisional	0	589	185	162	152	0	90
	Subtotal - Non-Departmental - GF	0	589	185	162	152	0	90
19	Fac - Courts & Admin Bldg	0	29,898	9,379	8,235	7,702	0	4,582
	Subtotal - Facilities & Const Mgmt - GF	0	29,898	9,379	8,235	7,702	0	4,582
20	Department Specific Services	0	1,725	541	475	444	0	264
20	EDMS	0	3,208	1,006	884	826	0	492
20	ERP	0	4,999	1,568	1,377	1,288	0	766
20	EMail	0	96	30	26	25	0	15
20	Network & Telecomm	0	4,835	1,517	1,332	1,246	0	741
20	GIS	0	2,201	690	606	567	0	337
20	AV	0	609	191	168	157	0	93
20	File/Print Servers	0	135	42	37	35	0	21
20	Enterprise Web Apps	0	752	236	207	194	0	115
20	Customer Service	0	6,151	1,929	1,694	1,585	0	943
	Subtotal - IT Services - GF	0	24,711	7,751	6,807	6,366	0	3,787
21	Record Management	0	625	196	172	161	0	96
	Subtotal - Archives & Records - GF	0	625	196	172	161	0	96
23	Clerk to the Board	0	301	94	83	78	0	46
	Subtotal - C&R Clerk to the Board - GF	0	301	94	83	78	0	46
1	Courts & Admin Building (CAB)	0	63	20	17	16	0	10

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:11 Purchasing - GF

	Department	First Incoming	Second Incoming	Purchase Orders	Contract Amendements &	Formal Bids/RFP's/PQ's	Purchasing Card Rebate	Countywide Programs
	Subtotal - Building Interest and Deprec	$0	$63	$20	$17	$16	$0	$10
3	County Administration	0	342	107	94	88	0	52
	Subtotal - County Administrator - GF	0	342	107	94	88	0	52
4	Countywide Intranet, Web & Emp Assis	0	68	21	19	18	0	10
	Subtotal - Public Information Office - G	0	68	21	19	18	0	10
5	Billable Legal Fees	0	786	247	216	202	0	120
	Subtotal - County Atty Admin - GF	0	786	247	216	202	0	120
6	Administrative Services Supervision	0	983	308	271	253	0	151
	Subtotal - Admin Services - GF	0	983	308	271	253	0	151
7	Finance & IT Supervision	0	408	128	112	105	0	63
	Subtotal - Finance & IT - GF	0	408	128	112	105	0	63
8	Accounts Payable	0	46	14	13	12	0	7
8	General Accounting	0	836	262	230	215	0	128
8	Payroll	0	94	29	26	24	0	14
8	Audit	0	0	0	0	0	0	0
	Subtotal - Accounting - GF	0	976	306	269	251	0	150
9	Budget Analysis	0	71	22	20	18	0	11
9	Budget Issues	0	86	27	24	22	0	13
	Subtotal - Budget - GF	0	157	49	43	40	0	24
10	Recruitment	0	118	37	33	30	0	18
10	General HR	0	170	53	47	44	0	26
10	Unemployment	0	72	23	20	19	0	11
10	Compensation Program	0	87	27	24	22	0	13
	Subtotal - Human Resources - GF	0	447	140	123	115	0	69
	Total Incoming	41,663	63,926	33,122	29,084	27,202	0	16,182
				34.19%	30.02%	28.08%	(8.99)%	16.70%
	C. Total Allocated		$679,931	$232,459	$204,121	$190,912	$(61,128)	$113,567

Jefferson County,Colorado
Full Cost Allocation Plan

Purchase Orders Allocations

Dept:11 Purchasing - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	1	0.13%	$283	$0	$283	$0	$283
4	Public Information Office - GF	4	0.53%	1,131	0	1,131	0	1,131
5	County Atty Admin - GF	2	0.27%	566	0	566	0	566
8	Accounting - GF	4	0.53%	1,131	0	1,131	0	1,131
9	Budget - GF	1	0.13%	283	0	283	0	283
10	Human Resources - GF	4	0.53%	1,131	0	1,131	0	1,131
11	Purchasing - GF	4	0.53%	1,131	0	1,131	0	1,131
13	Building Inspection - GF	1	0.13%	283	0	283	27	310
15	Treasurer - GF	5	0.67%	1,414	0	1,414	137	1,551
17	Non-Departmental - GF	9	1.20%	2,545	0	2,545	247	2,792
18	Transportation & Engineering - GF	11	1.46%	3,111	0	3,111	302	3,413
19	Facilities & Const Mgmt - GF	47	6.26%	13,293	0	13,293	1,289	14,582
20	IT Services - GF	384	51.13%	108,607	0	108,607	10,534	119,141
21	Archives & Records - GF	1	0.13%	283	0	283	27	310
24	C&R Elections - GF	11	1.46%	3,111	0	3,111	302	3,413
25	C&R Motor Vehicle - GF	1	0.13%	283	0	283	27	310
26	C&R Recording - GF	2	0.27%	566	0	566	55	621
27	Assessor - GF	1	0.13%	283	0	283	27	310
31	District Attorney Admin - GF	5	0.67%	1,414	0	1,414	137	1,551
34	Fairgrounds - GF	1	0.13%	283	0	283	27	310
36	Justice Services - GF	5	0.67%	1,414	0	1,414	137	1,551
37	Planning & Zoning - GF	6	0.80%	1,697	0	1,697	165	1,862
41	JCSO Executive - GF	1	0.13%	283	0	283	27	310
42	JCSO Support Services - GF	31	4.13%	8,768	0	8,768	850	9,618
44	Historical Commission - GF	1	0.13%	283	0	283	27	310
47	Insurance Fund	3	0.40%	848	0	848	82	931
49	Open Space Fund	34	4.53%	9,616	0	9,616	933	10,549
56	Boettcher Mansion Fund	12	1.60%	3,394	0	3,394	329	3,723
63	Road & Bridge Fund	40	5.33%	11,313	0	11,313	1,097	12,411
64	Social Services Fund	27	3.60%	7,636	0	7,636	741	8,377
65	Workforce Development Fund	1	0.13%	283	0	283	27	310
66	Head Start Fund	1	0.13%	283	0	283	27	310
67	Capital Expenditures Fund	32	4.26%	9,051	0	9,051	878	9,928
69	Fleet Services Fund	30	3.99%	8,485	0	8,485	823	9,308
72	Patrol Fund	4	0.53%	1,131	0	1,131	110	1,241
73	Inmate Welfare Fund	1	0.13%	283	0	283	27	310
76	Airport Fund	18	2.40%	5,091	0	5,091	494	5,585
82	SE Sales Tax-Capital Fund	4	0.53%	1,131	0	1,131	110	1,241
84	Solid Waste Management Fund	1	0.13%	283	0	283	27	310

Jefferson County,Colorado
Full Cost Allocation Plan

Purchase Orders Allocations

Dept:11 Purchasing - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
Subtotal	751	100.00%	212,406	0	212,406	20,053	232,459
Direct Bills					0		0
Total					$212,406		$232,459

Basis Units: Number of PO's & ON's by division
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Contract Amendements & Renewals Allocations

Dept:11 Purchasing - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3 County Administrator - GF	2	1.41%	$2,627	$0	$2,627	$0	$2,627
4 Public Information Office - GF	1	0.70%	1,313	0	1,313	0	1,313
8 Accounting - GF	4	2.82%	5,254	0	5,254	0	5,254
10 Human Resources - GF	2	1.41%	2,627	0	2,627	0	2,627
15 Treasurer - GF	2	1.41%	2,627	0	2,627	265	2,892
18 Transportation & Engineering - GF	7	4.93%	9,194	0	9,194	927	10,121
19 Facilities & Const Mgmt - GF	33	23.24%	43,344	0	43,344	4,369	47,713
20 IT Services - GF	45	31.69%	59,106	0	59,106	5,958	65,064
25 C&R Motor Vehicle - GF	2	1.41%	2,627	0	2,627	265	2,892
31 District Attorney Admin - GF	1	0.70%	1,313	0	1,313	132	1,446
37 Planning & Zoning - GF	3	2.11%	3,940	0	3,940	397	4,338
42 JCSO Support Services - GF	21	14.79%	27,583	0	27,583	2,780	30,363
48 Worker's Compensation Fund	2	1.41%	2,627	0	2,627	265	2,892
49 Open Space Fund	4	2.82%	5,254	0	5,254	530	5,783
63 Road & Bridge Fund	6	4.23%	7,881	0	7,881	794	8,675
64 Social Services Fund	1	0.70%	1,313	0	1,313	132	1,446
69 Fleet Services Fund	1	0.70%	1,313	0	1,313	132	1,446
76 Airport Fund	5	3.52%	6,567	0	6,567	662	7,229
Subtotal	142	100.00%	186,513	0	186,513	17,608	204,121
Direct Bills					0		0
Total					$186,513		$204,121

Basis Units: Number of Amendments & Renewals
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Formal Bids/RFP's/PQ's Allocations **Dept:11 Purchasing - GF**

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	1	1.47%	$2,565	$0	$2,565	$0	$2,565
18	Transportation & Engineering - GF	19	27.94%	48,742	0	48,742	4,670	53,412
19	Facilities & Const Mgmt - GF	14	20.59%	35,915	0	35,915	3,441	39,356
20	IT Services - GF	8	11.76%	20,523	0	20,523	1,966	22,489
25	C&R Motor Vehicle - GF	1	1.47%	2,565	0	2,565	246	2,811
31	District Attorney Admin - GF	2	2.94%	5,131	0	5,131	492	5,622
42	JCSO Support Services - GF	1	1.47%	2,565	0	2,565	246	2,811
49	Open Space Fund	2	2.94%	5,131	0	5,131	492	5,622
63	Road & Bridge Fund	9	13.24%	23,088	0	23,088	2,212	25,300
64	Social Services Fund	2	2.94%	5,131	0	5,131	492	5,622
69	Fleet Services Fund	2	2.94%	5,131	0	5,131	492	5,622
76	Airport Fund	7	10.29%	17,957	0	17,957	1,721	19,678
Subtotal		68	100.00%	174,443	0	174,443	16,469	190,912
Direct Bills						0		0
Total						$174,443		$190,912

Basis Units: Number of Written bids, RFPs and Prequalifications weighted for complexity
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Purchasing Card Rebate Allocations

Dept:11 Purchasing - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5,424.33	0.13%	$(81)	$0	$(81)	$0	$(81)
4	Public Information Office - GF	8,696.15	0.21%	(130)	0	(130)	0	(130)
5	County Atty Admin - GF	18,536.70	0.45%	(277)	0	(277)	0	(277)
6	Admin Services - GF	6,383.57	0.16%	(95)	0	(95)	0	(95)
8	Accounting - GF	10,613.14	0.26%	(158)	0	(158)	0	(158)
9	Budget - GF	9,776.30	0.24%	(146)	0	(146)	0	(146)
10	Human Resources - GF	34,810.23	0.85%	(519)	0	(519)	0	(519)
11	Purchasing - GF	16,351.02	0.40%	(244)	0	(244)	0	(244)
12	Development & Trans - GF	316.89	0.01%	(5)	0	(5)	0	(5)
13	Building Inspection - GF	44,553.38	1.09%	(665)	0	(665)	0	(665)
14	Board of County Comm - GF	11,540.33	0.28%	(172)	0	(172)	0	(172)
15	Treasurer - GF	10,462.86	0.26%	(156)	0	(156)	0	(156)
17	Non-Departmental - GF	1,285.06	0.03%	(19)	0	(19)	0	(19)
18	Transportation & Engineering - GF	36,600.20	0.89%	(546)	0	(546)	0	(546)
19	Facilities & Const Mgmt - GF	275,538.33	6.72%	(4,111)	0	(4,111)	0	(4,111)
20	IT Services - GF	113,613.92	2.77%	(1,695)	0	(1,695)	0	(1,695)
21	Archives & Records - GF	2,077.43	0.05%	(31)	0	(31)	0	(31)
22	C&R Administration - GF	37,365.40	0.91%	(557)	0	(557)	0	(557)
23	C&R Clerk to the Board - GF	1,669.02	0.04%	(25)	0	(25)	0	(25)
24	C&R Elections - GF	56,844.39	1.39%	(848)	0	(848)	0	(848)
25	C&R Motor Vehicle - GF	6,908.06	0.17%	(103)	0	(103)	0	(103)
26	C&R Recording - GF	13,119.92	0.32%	(196)	0	(196)	0	(196)
27	Assessor - GF	24,345.24	0.59%	(363)	0	(363)	0	(363)
28	CSU Extension - GF	33,914.69	0.83%	(506)	0	(506)	0	(506)
29	Coroner - GF	31,882.25	0.78%	(476)	0	(476)	0	(476)
31	District Attorney Admin - GF	217,228.63	5.30%	(3,241)	0	(3,241)	0	(3,241)
33	Emergency Management - GF	53,026.53	1.29%	(791)	0	(791)	0	(791)
34	Fairgrounds - GF	69,355.94	1.69%	(1,035)	0	(1,035)	0	(1,035)
36	Justice Services - GF	20,530.74	0.50%	(306)	0	(306)	0	(306)
37	Planning & Zoning - GF	37,109.21	0.91%	(554)	0	(554)	0	(554)
38	Public Trustee	10,520.48	0.26%	(157)	0	(157)	0	(157)
39	JCSO Detentions - GF	72,349.51	1.77%	(1,079)	0	(1,079)	0	(1,079)
40	JCSO Law Enforcement - GF	40,918.02	1.00%	(610)	0	(610)	0	(610)
41	JCSO Executive - GF	9,955.59	0.24%	(149)	0	(149)	0	(149)
42	JCSO Support Services - GF	746,674.75	18.22%	(11,140)	0	(11,140)	0	(11,140)
44	Historical Commission - GF	8,126.58	0.20%	(121)	0	(121)	0	(121)
46	Dog Licensing Fund	19,958.63	0.49%	(298)	0	(298)	0	(298)
47	Insurance Fund	1,189.70	0.03%	(18)	0	(18)	0	(18)
48	Worker's Compensation Fund	1,400.28	0.03%	(21)	0	(21)	0	(21)
49	Open Space Fund	463,042.79	11.30%	(6,908)	0	(6,908)	0	(6,908)
56	Boettcher Mansion Fund	12,995.87	0.32%	(194)	0	(194)	0	(194)
63	Road & Bridge Fund	177,413.27	4.33%	(2,647)	0	(2,647)	0	(2,647)
64	Social Services Fund	365,560.14	8.92%	(5,454)	0	(5,454)	0	(5,454)

Jefferson County,Colorado
Full Cost Allocation Plan

Purchasing Card Rebate Allocations

Dept:11 Purchasing - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
65 Workforce Development Fund	80,337.95	1.96%	$(1,199)	$0	$(1,199)	$0	$(1,199)
66 Head Start Fund	80,930.64	1.98%	(1,207)	0	(1,207)	0	(1,207)
67 Capital Expenditures Fund	10,458.02	0.26%	(156)	0	(156)	0	(156)
69 Fleet Services Fund	328,260.61	8.01%	(4,897)	0	(4,897)	0	(4,897)
70 Library Fund	61,013.76	1.49%	(910)	0	(910)	0	(910)
71 Benefit Plan Fund	148.00	0.00%	(2)	0	(2)	0	(2)
72 Patrol Fund	85,427.26	2.08%	(1,274)	0	(1,274)	0	(1,274)
73 Inmate Welfare Fund	49,780.83	1.21%	(743)	0	(743)	0	(743)
76 Airport Fund	246,341.97	6.01%	(3,675)	0	(3,675)	0	(3,675)
77 Wildland Fire Fund	9,972.47	0.24%	(149)	0	(149)	0	(149)
82 SE Sales Tax-Capital Fund	325.96	0.01%	(5)	0	(5)	0	(5)
83 Solid Waste Emergency Fund	980.10	0.02%	(15)	0	(15)	0	(15)
84 Solid Waste Management Fund	180.45	0.00%	(3)	0	(3)	0	(3)
85 Community Development Fund	3,152.07	0.08%	(47)	0	(47)	0	(47)
Subtotal	4,097,295.56	100.00%	(61,128)	0	(61,128)	0	(61,128)
Direct Bills					0		0
Total					$(61,128)		$(61,128)

Basis Units: P-Card Expenditures
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Countywide Programs Allocations

Dept:11 Purchasing - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.20%	$213	$0	$213	$0	$213
4	Public Information Office - GF	6.25	0.26%	266	0	266	0	266
5	County Atty Admin - GF	31.15	1.28%	1,325	0	1,325	0	1,325
6	Admin Services - GF	1.00	0.04%	43	0	43	0	43
7	Finance & IT - GF	1.50	0.06%	64	0	64	0	64
8	Accounting - GF	18.38	0.75%	782	0	782	0	782
9	Budget - GF	6.50	0.27%	276	0	276	0	276
10	Human Resources - GF	14.50	0.59%	617	0	617	0	617
11	Purchasing - GF	7.00	0.29%	298	0	298	0	298
12	Development & Trans - GF	1.50	0.06%	64	0	64	6	70
13	Building Inspection - GF	27.00	1.11%	1,148	0	1,148	113	1,261
14	Board of County Comm - GF	4.80	0.20%	204	0	204	20	224
15	Treasurer - GF	13.00	0.53%	553	0	553	54	607
16	Document Production (Print Shop) - GF	1.00	0.04%	43	0	43	4	47
18	Transportation & Engineering - GF	35.00	1.43%	1,489	0	1,489	146	1,635
19	Facilities & Const Mgmt - GF	55.00	2.25%	2,339	0	2,339	229	2,569
20	IT Services - GF	65.90	2.70%	2,803	0	2,803	275	3,078
21	Archives & Records - GF	2.00	0.08%	85	0	85	8	93
22	C&R Administration - GF	8.00	0.33%	340	0	340	33	374
23	C&R Clerk to the Board - GF	3.00	0.12%	128	0	128	13	140
24	C&R Elections - GF	15.00	0.61%	638	0	638	63	701
25	C&R Motor Vehicle - GF	61.50	2.52%	2,616	0	2,616	257	2,872
26	C&R Recording - GF	16.00	0.66%	681	0	681	67	747
27	Assessor - GF	52.58	2.16%	2,236	0	2,236	219	2,456
28	CSU Extension - GF	5.50	0.23%	234	0	234	23	257
29	Coroner - GF	12.00	0.49%	510	0	510	50	560
30	County Attorney BOE - GF	1.00	0.04%	43	0	43	4	47
31	District Attorney Admin - GF	169.35	6.94%	7,203	0	7,203	706	7,909
32	District Atty Dom Violence - GF	1.00	0.04%	43	0	43	4	47
33	Emergency Management - GF	5.00	0.20%	213	0	213	21	234
34	Fairgrounds - GF	9.00	0.37%	383	0	383	38	420
36	Justice Services - GF	34.85	1.43%	1,482	0	1,482	145	1,628
37	Planning & Zoning - GF	40.90	1.68%	1,740	0	1,740	171	1,910
38	Public Trustee	8.80	0.36%	374	0	374	37	411
39	JCSO Detentions - GF	370.00	15.17%	15,737	0	15,737	1,543	17,280
40	JCSO Law Enforcement - GF	16.00	0.66%	681	0	681	67	747
41	JCSO Executive - GF	11.00	0.45%	468	0	468	46	514
42	JCSO Support Services - GF	123.00	5.04%	5,231	0	5,231	513	5,745
43	Surveyor - GF	1.00	0.04%	43	0	43	4	47
46	Dog Licensing Fund	2.00	0.08%	85	0	85	8	93
47	Insurance Fund	2.00	0.08%	85	0	85	8	93
48	Worker's Compensation Fund	2.00	0.08%	85	0	85	8	93
49	Open Space Fund	94.98	3.89%	4,040	0	4,040	396	4,436

Jefferson County,Colorado
Full Cost Allocation Plan

Countywide Programs Allocations

Dept:11 Purchasing - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.23%	$239	$0	$239	$23	$263
63 Road & Bridge Fund	180.60	7.40%	7,681	0	7,681	753	8,435
64 Social Services Fund	481.68	19.74%	20,487	0	20,487	2,009	22,496
65 Workforce Development Fund	26.88	1.10%	1,143	0	1,143	112	1,255
66 Head Start Fund	55.27	2.27%	2,351	0	2,351	231	2,581
69 Fleet Services Fund	23.00	0.94%	978	0	978	96	1,074
71 Benefit Plan Fund	4.00	0.16%	170	0	170	17	187
72 Patrol Fund	266.00	10.90%	11,314	0	11,314	1,110	12,423
73 Inmate Welfare Fund	10.00	0.41%	425	0	425	42	467
76 Airport Fund	20.80	0.85%	885	0	885	87	971
85 Community Development Fund	4.00	0.16%	170	0	170	17	187
Subtotal	2,439.80	100.00%	103,771	0	103,771	9,797	113,567
Direct Bills					0		0
Total					$103,771		$113,567

Basis Units: Benefit Eligible FTE's with Health & Library excluded
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:11 Purchasing - GF

	Department	Purchase Orders	Contract Amendements &	Formal Bids/RFP's/PQ's	Purchasing Card Rebate	Countywide Programs	Total
0	Direct Billed	$0	$0	$0	$0	$0	$0
3	County Administrator - GF	283	2,627	2,565	(81)	213	5,607
4	Public Information Office - GF	1,131	1,313	0	(130)	266	2,581
5	County Atty Admin - GF	566	0	0	(277)	1,325	1,614
6	Admin Services - GF	0	0	0	(95)	43	(53)
7	Finance & IT - GF	0	0	0	0	64	64
8	Accounting - GF	1,131	5,254	0	(158)	782	7,009
9	Budget - GF	283	0	0	(146)	276	413
10	Human Resources - GF	1,131	2,627	0	(519)	617	3,856
11	Purchasing - GF	1,131	0	0	(244)	298	1,185
12	Development & Trans - GF	0	0	0	(5)	70	65
13	Building Inspection - GF	310	0	0	(665)	1,261	907
14	Board of County Comm - GF	0	0	0	(172)	224	52
15	Treasurer - GF	1,551	2,892	0	(156)	607	4,894
16	Document Production (Print Shop) - GF	0	0	0	0	47	47
17	Non-Departmental - GF	2,792	0	0	(19)	0	2,773
18	Transportation & Engineering - GF	3,413	10,121	53,412	(546)	1,635	68,034
19	Facilities & Const Mgmt - GF	14,582	47,713	39,356	(4,111)	2,569	100,110
20	IT Services - GF	119,141	65,064	22,489	(1,695)	3,078	208,077
21	Archives & Records - GF	310	0	0	(31)	93	373
22	C&R Administration - GF	0	0	0	(557)	374	(184)
23	C&R Clerk to the Board - GF	0	0	0	(25)	140	115
24	C&R Elections - GF	3,413	0	0	(848)	701	3,265
25	C&R Motor Vehicle - GF	310	2,892	2,811	(103)	2,872	8,782
26	C&R Recording - GF	621	0	0	(196)	747	1,172
27	Assessor - GF	310	0	0	(363)	2,456	2,403
28	CSU Extension - GF	0	0	0	(506)	257	(249)
29	Coroner - GF	0	0	0	(476)	560	85
30	County Attorney BOE - GF	0	0	0	0	47	47
31	District Attorney Admin - GF	1,551	1,446	5,622	(3,241)	7,909	13,288
32	District Atty Dom Violence - GF	0	0	0	0	47	47
33	Emergency Management - GF	0	0	0	(791)	234	(558)
34	Fairgrounds - GF	310	0	0	(1,035)	420	(304)
36	Justice Services - GF	1,551	0	0	(306)	1,628	2,873
37	Planning & Zoning - GF	1,862	4,338	0	(554)	1,910	7,556
38	Public Trustee	0	0	0	(157)	411	254
39	JCSO Detentions - GF	0	0	0	(1,079)	17,280	16,201
40	JCSO Law Enforcement - GF	0	0	0	(610)	747	137
41	JCSO Executive - GF	310	0	0	(149)	514	675
42	JCSO Support Services - GF	9,618	30,363	2,811	(11,140)	5,745	37,397
43	Surveyor - GF	0	0	0	0	47	47

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:11 Purchasing - GF

Department	Purchase Orders	Contract Amendements &	Formal Bids/RFP's/PQ's	Purchasing Card Rebate	Countywide Programs	Total
44 Historical Commission - GF	$310	$0	$0	$(121)	$0	$189
46 Dog Licensing Fund	0	0	0	(298)	93	(204)
47 Insurance Fund	931	0	0	(18)	93	1,006
48 Worker's Compensation Fund	0	2,892	0	(21)	93	2,964
49 Open Space Fund	10,549	5,783	5,622	(6,908)	4,436	19,482
56 Boettcher Mansion Fund	3,723	0	0	(194)	263	3,792
63 Road & Bridge Fund	12,411	8,675	25,300	(2,647)	8,435	52,174
64 Social Services Fund	8,377	1,446	5,622	(5,454)	22,496	32,488
65 Workforce Development Fund	310	0	0	(1,199)	1,255	367
66 Head Start Fund	310	0	0	(1,207)	2,581	1,684
67 Capital Expenditures Fund	9,928	0	0	(156)	0	9,772
69 Fleet Services Fund	9,308	1,446	5,622	(4,897)	1,074	12,553
70 Library Fund	0	0	0	(910)	0	(910)
71 Benefit Plan Fund	0	0	0	(2)	187	185
72 Patrol Fund	1,241	0	0	(1,274)	12,423	12,390
73 Inmate Welfare Fund	310	0	0	(743)	467	35
76 Airport Fund	5,585	7,229	19,678	(3,675)	971	29,788
77 Wildland Fire Fund	0	0	0	(149)	0	(149)
82 SE Sales Tax-Capital Fund	1,241	0	0	(5)	0	1,236
83 Solid Waste Emergency Fund	0	0	0	(15)	0	(15)
84 Solid Waste Management Fund	310	0	0	(3)	0	308
85 Community Development Fund	0	0	0	(47)	187	140
Total	$232,459	$204,121	$190,912	$(61,128)	$113,567	$679,931

DEVELOPMENT & TRANSPORTATION

Nature and Extent of Service

Development & Transportation serves as a medium of communication between the departments and divisions, the County Administrator and the BCC. It provides administrative and managerial support to Building Safety, Transportation & Engineering, Planning & Zoning, Road & Bridge, and the Airport. Indirect costs for these functions will be allocated to the receiving division's budgets. Development & Transportation includes the following ***function***:

- ***Development & Transportation Administration Supervision:*** Costs associated with this function are allocated based on the number of benefit eligible FTE's supervised by division.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs **Dept:12 Development & Trans - GF**

Description		Amount	General Admin	D&T Admin Supervision
Personnel Costs				
Salaries	S1	149,165	0	149,165
Salary % Split			*.00%*	*100.00%*
Benefits	S	51,492	0	51,492
Subtotal - Personnel Costs		200,657	0	200,657
Services & Supplies Cost				
4261 General Supplies	S	618	0	618
4264 Books & Periodicals	S	0	0	0
4269 Equipment	S	619	0	619
43300 Prof & Tech Services	S	0	0	0
4341 Utilities	S	1,129	0	1,129
4343 Repairs & Maint	S	0	0	0
4344 Rent & Lease	S	0	0	0
4351 Misc Serv & Chrg	S	23	0	23
4356 Dues-Mtgs-Train	S	440	0	440
4358 Travel-Freight-Deliv	S	0	0	0
4385 Fin & Debt Services	D	0	0	0
45 Land & Capital	D	0	0	0
46 Intergovernmental	D	4,155	0	0
47 Interdepartmental	D	0	0	0
4759 Indirect Costs	D	14,939	0	0
4757 IT Charges	D	3,479	0	0
4757 IT Tech Repl	S	395	0	395
4757 Fleet Charges	S	0	0	0
4757 Facility Charges	D	3,194	0	0
47 Insurance Tr's	S	641	0	641
Subtotal - Services & Supplies		29,632	0	3,865
Department Cost Total		230,289	0	204,522
Adjustments to Cost				
4385 Fin & Debt Services	D	0	0	0
45 Land & Capital	D	0	0	0
46 Intergovernmental	D	(4,155)	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:12 Development & Trans - GF

Description		Amount	General Admin	D&T Admin Supervision
47 Interdepartmental	D	0	0	0
4759 Indirect Costs	D	(14,939)	0	0
4757 IT Charges	D	(3,479)	0	0
4757 Facility Charges	D	(3,194)	0	0
Subtotal - Adjustments		(25,767)	0	0
Total Costs After Adjustments		204,522	0	204,522
General Admin Distribution			0	0
Grand Total		$204,522		$204,522

B. Incoming Costs - (Default Spread Salary%)

Dept:12 Development & Trans - GF

	Department	First Incoming	Second Incoming	D&T Admin Supervision
1	Courts & Admin Building (CAB)	$1,141	$0	$1,141
	Subtotal - Building Interest and Deprec	1,141	0	1,141
3	County Administration	491	0	491
	Subtotal - County Administrator - GF	491	0	491
4	Countywide Intranet, Web & Emp Assis	148	0	148
	Subtotal - Public Information Office - G	148	0	148
5	Billable Legal Fees	1,129	0	1,129
	Subtotal - County Atty Admin - GF	1,129	0	1,129
8	Accounts Payable	252	0	252
8	General Accounting	4,242	0	4,242
8	Payroll	141	0	141
8	Audit	392	0	392
	Subtotal - Accounting - GF	5,027	0	5,027
9	Budget Analysis	208	0	208
9	Budget Issues	169	0	169
	Subtotal - Budget - GF	377	0	377
10	General HR	256	0	256
10	Training	247	0	247
10	Compensation Program	135	0	135
	Subtotal - Human Resources - GF	638	0	638
11	Purchasing Card Rebate	(5)	0	(5)
11	Countywide Programs	64	0	64
	Subtotal - Purchasing - GF	59	0	59
14	Board of County Commissioners	0	210	210
14	County Commissioner's Other	0	257	257
	Subtotal - Board of County Comm - GF	0	467	467
15	Banking	0	142	142

B. Incoming Costs - (Default Spread Salary%)

Dept:12 Development & Trans - GF

	Department	First Incoming	Second Incoming	D&T Admin Supervision
15	Investments - General Fund	$0	$51	$51
	Subtotal - Treasurer - GF	0	193	193
17	Non-Divisional	0	126	126
	Subtotal - Non-Departmental - GF	0	126	126
19	Fac - Courts & Admin Bldg	0	2,657	2,657
	Subtotal - Facilities & Const Mgmt - GF	0	2,657	2,657
20	EDMS	0	687	687
20	ERP	0	1,071	1,071
20	EMail	0	21	21
20	Network & Telecomm	0	1,036	1,036
20	GIS	0	472	472
20	AV	0	130	130
20	File/Print Servers	0	29	29
20	Enterprise Web Apps	0	161	161
20	Customer Service	0	1,318	1,318
	Subtotal - IT Services - GF	0	4,925	4,925
21	Record Retrieval	0	434	434
21	Record Management	0	134	134
21	Record Storage	0	3,466	3,466
	Subtotal - Archives & Records - GF	0	4,034	4,034
1	Courts & Admin Building (CAB)	0	6	6
	Subtotal - Building Interest and Deprec	0	6	6
3	County Administration	0	98	98
	Subtotal - County Administrator - GF	0	98	98
4	Countywide Intranet, Web & Emp Assis	0	14	14
	Subtotal - Public Information Office - G	0	14	14
5	Billable Legal Fees	0	151	151

B. Incoming Costs - (Default Spread Salary%)

Dept:12 Development & Trans - GF

	Department	First Incoming	Second Incoming	D&T Admin Supervision
	Subtotal - County Atty Admin - GF	$0	$151	$151
8	Accounts Payable	0	38	38
8	General Accounting	0	647	647
8	Payroll	0	21	21
8	Audit	0	0	0
	Subtotal - Accounting - GF	0	706	706
9	Budget Analysis	0	23	23
9	Budget Issues	0	18	18
	Subtotal - Budget - GF	0	41	41
10	General HR	0	36	36
10	Training	0	28	28
10	Compensation Program	0	19	19
	Subtotal - Human Resources - GF	0	83	83
11	Purchasing Card Rebate	0	0	0
11	Countywide Programs	0	6	6
	Subtotal - Purchasing - GF	0	6	6
Total Incoming		9,010	13,507	22,517
				100.00%
C. Total Allocated			$227,039	$227,039

Jefferson County,Colorado
Full Cost Allocation Plan

D&T Admin Supervision Allocations

Dept:12 Development & Trans - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
13 Building Inspection - GF	27.00	8.87%	$18,946	$0	$18,946	$1,198	$20,145
18 Transportation & Engineering - GF	35.00	11.50%	24,560	0	24,560	1,554	26,114
37 Planning & Zoning - GF	40.90	13.44%	28,700	0	28,700	1,815	30,516
63 Road & Bridge Fund	180.60	59.35%	126,730	0	126,730	8,016	134,746
76 Airport Fund	20.80	6.84%	14,596	0	14,596	923	15,519
Subtotal	304.30	100.00%	213,532	0	213,532	13,507	227,039
Direct Bills					0		0
Total					$213,532		$227,039

Basis Units: Benefit Eligible FTE's for divisions supervised
Source:

Allocation Summary

Dept:12 Development & Trans - GF

	Department	D&T Admin Supervision	Total
0	Direct Billed	$0	$0
13	Building Inspection - GF	20,145	20,145
18	Transportation & Engineering - GF	26,114	26,114
37	Planning & Zoning - GF	30,516	30,516
63	Road & Bridge Fund	134,746	134,746
76	Airport Fund	15,519	15,519
Total		$227,039	$227,039

BOARD OF COUNTY COMMISSIONERS

Nature and Extent of Services

The Board of County Commissioners (BCC) is charged with overseeing the organization and budgets of a wide variety of county programs. No indirect costs for this function will be allocated to the receiving department/division's budget. The BCC includes the following ***functions***:

- ***Board of County Commissioners:*** These costs are allocated based on benefit eligible FTE's by department/division except for Library and Public Health which are charged at 10% as they have their own boards.
- ***County Commissioner's Other***: These costs are allocated based on actual expenditures (excluding debt and transfers) by department/division except for Library and Public Health which are charged at 10% as they have their own boards.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:14 Board of County Comm - GF

Description		Amount	General Admin	Board of County Commissione	County Commissione r's Other
Personnel Costs					
Salaries	S1	359,502	0	179,751	179,751
Salary % Split			*.00%*	*50.00%*	*50.00%*
Benefits	S	131,260	0	65,630	65,630
Subtotal - Personnel Costs		490,762	0	245,381	245,381
Services & Supplies Cost					
4261 General Supplies	S	3,185	0	1,592	1,592
4264 Books & Periodicals	S	498	0	249	249
4269 Equipment	S	729	0	364	364
43300 Prof & Tech Services	S	0	0	0	0
4341 Utilities	S	2,208	0	1,104	1,104
4343 Repairs & Maint	S	78	0	39	39
4344 Rent & Lease	S	6,885	0	3,442	3,442
4351 Misc Serv & Chrgs	S	380	0	190	190
4354 Adv & Pub	S	0	0	0	0
4356 Dues-Mtgs-Train	S	8,370	0	4,185	4,185
4358 Travel-Freight-Deliv	S	6,032	0	3,016	3,016
4385 Fin & Debt Services	D	0	0	0	0
45 Land & Capital	D	0	0	0	0
46 Intergovernmental	D	0	0	0	0
47 Interdepartmental	D	0	0	0	0
4759 Indirect Costs	D	179,982	0	0	0
4757 IT Charges	D	19,016	0	0	0
4757 IT Tech Repl	S	2,221	0	1,110	1,110
4757 Fleet Charges	S	4,271	0	2,136	2,136
4757 Facility Charges	D	87,767	0	0	0
47 Insurance Tr's	S	5,322	0	2,661	2,661
4757 Other Direct Charges	S	(303)	0	(152)	(152)
Subtotal - Services & Supplies		326,641	0	19,936	19,936
Department Cost Total		817,403	0	265,317	265,317
Adjustments to Cost					
4385 Fin & Debt Services	D	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:14 Board of County Comm - GF

Description		Amount	General Admin	Board of County Commissione	County Commissione r's Other
45 Land & Capital	D	0	0	0	0
46 Intergovernmental	D	0	0	0	0
47 Interdepartmental	D	0	0	0	0
4759 Indirect Costs	D	(179,982)	0	0	0
4757 IT Charges	D	(19,016)	0	0	0
4757 Facility Charges	D	(87,767)	0	0	0
Subtotal - Adjustments		(286,765)	0	0	0
Total Costs After Adjustments		530,638	0	265,317	265,317
General Admin Distribution			0	0	0
Grand Total		$530,634		$265,317	$265,317

B. Incoming Costs - (Default Spread Salary%)

Dept:14 Board of County Comm - GF

	Department	First Incoming	Second Incoming	Board of County Commissione	County Commissione r's Other
1	Courts & Admin Building (CAB)	$31,319	$0	$15,660	$15,660
	Subtotal - Building Interest and Deprec	31,319	0	15,660	15,660
2	Equipment Depreciation	39,694	0	19,847	19,847
	Subtotal - Equipment Depreciation	39,694	0	19,847	19,847
3	County Administration	1,178	0	589	589
	Subtotal - County Administrator - GF	1,178	0	589	589
4	Countywide Intranet, Web & Emp Assis	473	0	237	237
	Subtotal - Public Information Office - G	473	0	237	237
5	Billable Legal Fees	78,254	0	39,127	39,127
	Subtotal - County Atty Admin - GF	78,254	0	39,127	39,127
8	Accounts Payable	570	0	285	285
8	General Accounting	6,250	0	3,125	3,125
8	Payroll	351	0	176	176
8	Capital Assets	705	0	353	353
8	Audit	613	0	307	307
	Subtotal - Accounting - GF	8,489	0	4,245	4,245
9	Budget Analysis	531	0	266	266
9	Budget Issues	541	0	271	271
	Subtotal - Budget - GF	1,072	0	536	536
10	General HR	821	0	411	411
10	Compensation Program	431	0	216	216
	Subtotal - Human Resources - GF	1,252	0	626	626
11	Purchasing Card Rebate	(172)	0	(86)	(86)
11	Countywide Programs	204	0	102	102
	Subtotal - Purchasing - GF	32	0	16	16
14	Board of County Commissioners	0	672	336	336

B. Incoming Costs - (Default Spread Salary%)

Dept:14 Board of County Comm - GF

	Department	First Incoming	Second Incoming	Board of County Commissione	County Commissione r's Other
14	County Commissioner's Other	$0	$654	$327	$327
	Subtotal - Board of County Comm - GF	0	1,326	663	663
15	Banking	0	362	181	181
15	Investments - General Fund	0	131	66	66
	Subtotal - Treasurer - GF	0	493	247	247
17	Non-Divisional	0	404	202	202
	Subtotal - Non-Departmental - GF	0	404	202	202
19	Fac - Courts & Admin Bldg	0	72,938	36,469	36,469
	Subtotal - Facilities & Const Mgmt - GF	0	72,938	36,469	36,469
20	EDMS	0	2,200	1,100	1,100
20	ERP	0	3,428	1,714	1,714
20	EMail	0	66	33	33
20	Network & Telecomm	0	3,315	1,658	1,658
20	GIS	0	1,509	755	755
20	AV	0	417	209	209
20	File/Print Servers	0	92	46	46
20	Enterprise Web Apps	0	516	258	258
20	Customer Service	0	4,218	2,109	2,109
	Subtotal - IT Services - GF	0	15,761	7,881	7,881
21	Record Retrieval	0	290	145	145
21	Record Management	0	428	214	214
21	Record Storage	0	11,511	5,756	5,756
	Subtotal - Archives & Records - GF	0	12,229	6,115	6,115
23	Clerk to the Board	0	7,667	3,834	3,834
	Subtotal - C&R Clerk to the Board - GF	0	7,667	3,834	3,834
1	Courts & Admin Building (CAB)	0	154	77	77
	Subtotal - Building Interest and Deprec	0	154	77	77
3	County Administration	0	234	117	117

B. Incoming Costs - (Default Spread Salary%)

Dept:14 Board of County Comm - GF

	Department	First Incoming	Second Incoming	Board of County Commissione	County Commissione r's Other
	Subtotal - County Administrator - GF	$0	$234	$117	$117
4	Countywide Intranet, Web & Emp Assis	0	46	23	23
	Subtotal - Public Information Office - G	0	46	23	23
5	Billable Legal Fees	0	10,463	5,232	5,232
	Subtotal - County Atty Admin - GF	0	10,463	5,232	5,232
8	Accounts Payable	0	85	43	43
8	General Accounting	0	953	477	477
8	Payroll	0	52	26	26
8	Capital Assets	0	95	48	48
8	Audit	0	0	0	0
	Subtotal - Accounting - GF	0	1,185	593	593
9	Budget Analysis	0	58	29	29
9	Budget Issues	0	59	30	30
	Subtotal - Budget - GF	0	117	59	59
10	General HR	0	116	58	58
10	Compensation Program	0	60	30	30
	Subtotal - Human Resources - GF	0	176	88	88
11	Purchasing Card Rebate	0	0	0	0
11	Countywide Programs	0	20	10	10
	Subtotal - Purchasing - GF	0	20	10	10
Total Incoming		161,763	123,213	142,488	142,488
				50.00%	50.00%
C. Total Allocated			$815,610	$407,805	$407,805

Board of County Commissioners Allocations

Dept:14 Board of County Comm - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.20%	$700	$0	$700	$0	$700
4	Public Information Office - GF	6.25	0.25%	875	0	875	0	875
5	County Atty Admin - GF	31.10	1.26%	4,356	0	4,356	0	4,356
6	Admin Services - GF	1.00	0.04%	140	0	140	0	140
7	Finance & IT - GF	1.50	0.06%	210	0	210	0	210
8	Accounting - GF	18.38	0.74%	2,574	0	2,574	0	2,574
9	Budget - GF	6.50	0.26%	910	0	910	0	910
10	Human Resources - GF	14.50	0.59%	2,031	0	2,031	0	2,031
11	Purchasing - GF	7.00	0.28%	980	0	980	0	980
12	Development & Trans - GF	1.50	0.06%	210	0	210	0	210
13	Building Inspection - GF	27.00	1.09%	3,782	0	3,782	0	3,782
14	Board of County Comm - GF	4.80	0.19%	672	0	672	0	672
15	Treasurer - GF	13.00	0.53%	1,821	0	1,821	341	2,162
16	Document Production (Print Shop) - GF	1.00	0.04%	140	0	140	26	166
18	Transportation & Engineering - GF	35.00	1.42%	4,902	0	4,902	919	5,821
19	Facilities & Const Mgmt - GF	55.00	2.23%	7,703	0	7,703	1,444	9,147
20	IT Services - GF	65.90	2.67%	9,230	0	9,230	1,730	10,959
21	Archives & Records - GF	2.00	0.08%	280	0	280	52	333
22	C&R Administration - GF	8.00	0.32%	1,120	0	1,120	210	1,330
23	C&R Clerk to the Board - GF	3.00	0.12%	420	0	420	79	499
24	C&R Elections - GF	15.00	0.61%	2,101	0	2,101	394	2,495
25	C&R Motor Vehicle - GF	61.50	2.49%	8,614	0	8,614	1,614	10,228
26	C&R Recording - GF	16.00	0.65%	2,241	0	2,241	420	2,661
27	Assessor - GF	52.58	2.13%	7,364	0	7,364	1,380	8,744
28	CSU Extension - GF	5.50	0.22%	770	0	770	144	915
29	Coroner - GF	12.00	0.49%	1,681	0	1,681	315	1,996
30	County Attorney BOE - GF	1.00	0.04%	140	0	140	26	166
31	District Attorney Admin - GF	169.35	6.85%	23,719	0	23,719	4,445	28,164
32	District Atty Dom Violence - GF	1.00	0.04%	140	0	140	26	166
33	Emergency Management - GF	5.00	0.20%	700	0	700	131	832
34	Fairgrounds - GF	9.00	0.36%	1,261	0	1,261	236	1,497
36	Justice Services - GF	34.85	1.41%	4,881	0	4,881	915	5,796
37	Planning & Zoning - GF	40.90	1.65%	5,728	0	5,728	1,073	6,802
38	Public Trustee	8.80	0.36%	1,233	0	1,233	231	1,463
39	JCSO Detentions - GF	370.00	14.97%	51,822	0	51,822	9,711	61,532
40	JCSO Law Enforcement - GF	16.00	0.65%	2,241	0	2,241	420	2,661
41	JCSO Executive - GF	11.00	0.45%	1,541	0	1,541	289	1,829
42	JCSO Support Services - GF	123.00	4.98%	17,227	0	17,227	3,228	20,455
43	Surveyor - GF	1.00	0.04%	140	0	140	26	166
46	Dog Licensing Fund	2.00	0.08%	280	0	280	52	333
47	Insurance Fund	2.00	0.08%	280	0	280	52	333
48	Worker's Compensation Fund	2.00	0.08%	280	0	280	52	333
49	Open Space Fund	94.98	3.84%	13,303	0	13,303	2,493	15,796

Jefferson County,Colorado
Full Cost Allocation Plan

Board of County Commissioners Allocations

Dept:14 Board of County Comm - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.23%	$789	$0	$789	$148	$936
63 Road & Bridge Fund	180.60	7.31%	25,294	0	25,294	4,740	30,034
64 Social Services Fund	481.68	19.49%	67,463	0	67,463	12,642	80,105
65 Workforce Development Fund	26.88	1.09%	3,765	0	3,765	705	4,470
66 Head Start Fund	55.27	2.24%	7,741	0	7,741	1,451	9,192
69 Fleet Services Fund	23.00	0.93%	3,221	0	3,221	604	3,825
70 Library Fund	18.20	0.74%	2,549	0	2,549	478	3,027
71 Benefit Plan Fund	4.00	0.16%	560	0	560	105	665
72 Patrol Fund	266.00	10.76%	37,255	0	37,255	6,981	44,237
73 Inmate Welfare Fund	10.00	0.40%	1,401	0	1,401	262	1,663
75 Public Health Fund	13.87	0.56%	1,943	0	1,943	364	2,307
76 Airport Fund	20.80	0.84%	2,913	0	2,913	546	3,459
85 Community Development Fund	4.00	0.16%	560	0	560	105	665
Subtotal	2,471.82	100.00%	346,199	0	346,199	61,606	407,805
Direct Bills					0		0
Total					$346,199		$407,805

Basis Units: Benefit Eligible FTE with Health & Library charged at 10%
Source:

County Commissioner's Other Allocations

Dept:14 Board of County Comm - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	699,949	0.25%	$883	$0	$883	$0	$883
4	Public Information Office - GF	567,361	0.21%	716	0	716	0	716
5	County Atty Admin - GF	3,112,622	1.13%	3,925	0	3,925	0	3,925
6	Admin Services - GF	206,116	0.08%	260	0	260	0	260
8	Accounting - GF	1,642,681	0.60%	2,072	0	2,072	0	2,072
9	Budget - GF	584,800	0.21%	738	0	738	0	738
10	Human Resources - GF	1,358,828	0.49%	1,714	0	1,714	0	1,714
11	Purchasing - GF	636,003	0.23%	802	0	802	0	802
12	Development & Trans - GF	203,486	0.07%	257	0	257	0	257
13	Building Inspection - GF	2,515,371	0.92%	3,172	0	3,172	0	3,172
14	Board of County Comm - GF	518,825	0.19%	654	0	654	0	654
15	Treasurer - GF	1,119,471	0.41%	1,412	0	1,412	263	1,675
16	Document Production (Print Shop) - GF	50,319	0.02%	63	0	63	12	75
17	Non-Departmental - GF	1,052,986	0.38%	1,328	0	1,328	247	1,575
18	Transportation & Engineering - GF	3,433,432	1.25%	4,330	0	4,330	806	5,136
19	Facilities & Const Mgmt - GF	7,957,323	2.90%	10,035	0	10,035	1,868	11,903
20	IT Services - GF	9,159,330	3.34%	11,551	0	11,551	2,150	13,701
21	Archives & Records - GF	157,962	0.06%	199	0	199	37	236
22	C&R Administration - GF	792,674	0.29%	1,000	0	1,000	186	1,186
23	C&R Clerk to the Board - GF	199,418	0.07%	251	0	251	47	298
24	C&R Elections - GF	3,912,157	1.43%	4,934	0	4,934	918	5,852
25	C&R Motor Vehicle - GF	3,935,562	1.43%	4,963	0	4,963	924	5,887
26	C&R Recording - GF	1,095,407	0.40%	1,381	0	1,381	257	1,639
27	Assessor - GF	3,812,497	1.39%	4,808	0	4,808	895	5,703
28	CSU Extension - GF	709,214	0.26%	894	0	894	166	1,061
29	Coroner - GF	1,564,493	0.57%	1,973	0	1,973	367	2,340
30	County Attorney BOE - GF	103,367	0.04%	130	0	130	24	155
31	District Attorney Admin - GF	17,198,309	6.26%	21,689	0	21,689	4,037	25,726
32	District Atty Dom Violence - GF	114,763	0.04%	145	0	145	27	172
33	Emergency Management - GF	590,753	0.22%	745	0	745	139	884
34	Fairgrounds - GF	732,362	0.27%	924	0	924	172	1,095
35	Intergovernmental Projects - GF	305,145	0.11%	385	0	385	72	456
36	Justice Services - GF	6,996,172	2.55%	8,823	0	8,823	1,642	10,465
37	Planning & Zoning - GF	3,307,535	1.20%	4,171	0	4,171	776	4,948
38	Public Trustee	653,953	0.24%	825	0	825	153	978
39	JCSO Detentions - GF	36,979,389	13.47%	46,635	0	46,635	8,680	55,315
40	JCSO Law Enforcement - GF	1,464,545	0.53%	1,847	0	1,847	344	2,191
41	JCSO Executive - GF	1,380,637	0.50%	1,741	0	1,741	324	2,065
42	JCSO Support Services - GF	16,495,984	6.01%	20,803	0	20,803	3,872	24,675
43	Surveyor - GF	6,540	0.00%	8	0	8	2	10
44	Historical Commission - GF	9,129	0.00%	12	0	12	2	14
46	Dog Licensing Fund	123,757	0.05%	156	0	156	29	185
47	Insurance Fund	1,613,796	0.59%	2,035	0	2,035	379	2,414

Jefferson County,Colorado
Full Cost Allocation Plan

County Commissioner's Other Allocations

Dept:14 Board of County Comm - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
48 Worker's Compensation Fund	1,288,294	0.47%	$1,625	$0	$1,625	$302	$1,927
49 Open Space Fund	8,717,285	3.18%	10,994	0	10,994	2,046	13,040
50 Open Space Cities Share Fund	215,734	0.08%	272	0	272	51	323
53 Open Space Land Acqu Fund	52,532	0.02%	66	0	66	12	79
56 Boettcher Mansion Fund	442,667	0.16%	558	0	558	104	662
58 So Plains Traffic Impact Fund	1,169	0.00%	1	0	1	0	2
63 Road & Bridge Fund	14,838,670	5.41%	18,713	0	18,713	3,483	22,196
64 Social Services Fund	34,615,316	12.61%	43,654	0	43,654	8,125	51,779
65 Workforce Development Fund	3,166,338	1.15%	3,993	0	3,993	743	4,736
66 Head Start Fund	4,105,572	1.50%	5,178	0	5,178	964	6,141
67 Capital Expenditures Fund	1,597,560	0.58%	2,015	0	2,015	375	2,390
69 Fleet Services Fund	5,593,409	2.04%	7,054	0	7,054	1,313	8,367
70 Library Fund	2,118,219	0.77%	2,671	0	2,671	497	3,169
71 Benefit Plan Fund	27,463,366	10.00%	34,635	0	34,635	6,446	41,081
72 Patrol Fund	25,869,752	9.42%	32,625	0	32,625	6,072	38,697
73 Inmate Welfare Fund	773,830	0.28%	976	0	976	182	1,158
74 Forfeiture Fund	49,719	0.02%	63	0	63	12	74
75 Public Health Fund	1,153,169	0.42%	1,454	0	1,454	271	1,725
76 Airport Fund	2,401,566	0.87%	3,029	0	3,029	564	3,592
77 Wildland Fire Fund	9,996	0.00%	13	0	13	2	15
80 Meadow Ranch Pub Impr Fund	10,936	0.00%	14	0	14	3	16
82 SE Sales Tax-Capital Fund	383,387	0.14%	483	0	483	90	573
83 Solid Waste Emergency Fund	6,116	0.00%	8	0	8	1	9
84 Solid Waste Management Fund	204,057	0.07%	257	0	257	48	305
85 Community Development Fund	364,406	0.13%	460	0	460	86	545
Subtotal	274,517,488	100.00%	346,199	0	346,199	61,606	407,805
Direct Bills					0		0
Total					$346,199		$407,805

Basis Units: Operating Exp's (excl. Dep, Fin & Debt Serv, Assist Pymnts, Land & Cap, CAP) With Health & Library Charged at 10%
Source:

Allocation Summary

Dept:14 Board of County Comm - GF

	Department	Board of County Commissione	County Commissione r's Other	Total
0	Direct Billed	$0	$0	$0
3	County Administrator - GF	700	883	1,583
4	Public Information Office - GF	875	716	1,591
5	County Atty Admin - GF	4,356	3,925	8,281
6	Admin Services - GF	140	260	400
7	Finance & IT - GF	210	0	210
8	Accounting - GF	2,574	2,072	4,646
9	Budget - GF	910	738	1,648
10	Human Resources - GF	2,031	1,714	3,744
11	Purchasing - GF	980	802	1,782
12	Development & Trans - GF	210	257	467
13	Building Inspection - GF	3,782	3,172	6,954
14	Board of County Comm - GF	672	654	1,327
15	Treasurer - GF	2,162	1,675	3,836
16	Document Production (Print Shop) - GF	166	75	242
17	Non-Departmental - GF	0	1,575	1,575
18	Transportation & Engineering - GF	5,821	5,136	10,956
19	Facilities & Const Mgmt - GF	9,147	11,903	21,050
20	IT Services - GF	10,959	13,701	24,660
21	Archives & Records - GF	333	236	569
22	C&R Administration - GF	1,330	1,186	2,516
23	C&R Clerk to the Board - GF	499	298	797
24	C&R Elections - GF	2,495	5,852	8,346
25	C&R Motor Vehicle - GF	10,228	5,887	16,115
26	C&R Recording - GF	2,661	1,639	4,299
27	Assessor - GF	8,744	5,703	14,447
28	CSU Extension - GF	915	1,061	1,976
29	Coroner - GF	1,996	2,340	4,336
30	County Attorney BOE - GF	166	155	321
31	District Attorney Admin - GF	28,164	25,726	53,889
32	District Atty Dom Violence - GF	166	172	338
33	Emergency Management - GF	832	884	1,715
34	Fairgrounds - GF	1,497	1,095	2,592
35	Intergovernmental Projects - GF	0	456	456
36	Justice Services - GF	5,796	10,465	16,261
37	Planning & Zoning - GF	6,802	4,948	11,749
38	Public Trustee	1,463	978	2,442
39	JCSO Detentions - GF	61,532	55,315	116,847
40	JCSO Law Enforcement - GF	2,661	2,191	4,852
41	JCSO Executive - GF	1,829	2,065	3,895
42	JCSO Support Services - GF	20,455	24,675	45,131

Allocation Summary

Dept:14 Board of County Comm - GF

Department	Board of County Commissione	County Commissione r's Other	Total
43 Surveyor - GF	$166	$10	$176
44 Historical Commission - GF	0	14	14
46 Dog Licensing Fund	333	185	518
47 Insurance Fund	333	2,414	2,747
48 Worker's Compensation Fund	333	1,927	2,260
49 Open Space Fund	15,796	13,040	28,835
50 Open Space Cities Share Fund	0	323	323
53 Open Space Land Acqu Fund	0	79	79
56 Boettcher Mansion Fund	936	662	1,598
58 So Plains Traffic Impact Fund	0	2	2
63 Road & Bridge Fund	30,034	22,196	52,231
64 Social Services Fund	80,105	51,779	131,884
65 Workforce Development Fund	4,470	4,736	9,207
66 Head Start Fund	9,192	6,141	15,333
67 Capital Expenditures Fund	0	2,390	2,390
69 Fleet Services Fund	3,825	8,367	12,192
70 Library Fund	3,027	3,169	6,195
71 Benefit Plan Fund	665	41,081	41,746
72 Patrol Fund	44,237	38,697	82,934
73 Inmate Welfare Fund	1,663	1,158	2,821
74 Forfeiture Fund	0	74	74
75 Public Health Fund	2,307	1,725	4,032
76 Airport Fund	3,459	3,592	7,051
77 Wildland Fire Fund	0	15	15
80 Meadow Ranch Pub Impr Fund	0	16	16
82 SE Sales Tax-Capital Fund	0	573	573
83 Solid Waste Emergency Fund	0	9	9
84 Solid Waste Management Fund	0	305	305
85 Community Development Fund	665	545	1,210
Total	$407,805	$407,805	$815,610

TREASURER

Nature and Extent of Services

The Treasurer is the banker for the county and as such is responsible for receiving and depositing all county revenues, in addition to collection and distribution of property taxes. The Treasurer is also responsible for investing and safeguarding these funds per state statute until they are disbursed for county expenditures and purchases. Only the indirect costs for the investments will be allocated to the receiving department/division's budget. The Treasurer includes the following ***functions***:

- ***Banking:*** This function includes receiving, posting and depositing all county revenues from all departments and divisions. This includes receiving electronic deposits as well as the checks and cash deposits received at the counter. The Treasurer's Office is responsible for cash management of all county bank accounts including sending and funding all electronic transactions for general county operations which includes debt service and payroll. Costs associated with banking activities are allocated based on actual expenditures by department/division.
- ***Investments – Fund Specific:*** The Treasurer invests county funds until they are needed to pay obligations. Costs associated with investing activities are allocated to specific funds based on interest income.
- ***Investments – General Fund:*** *The Treasurer invests county funds until they are needed to pay obligations. Costs associated with investing activities are allocated to the General Fund department/divisions based on actual expenditures.*
- ***Treasurer Public Function:*** Costs associated with the collection and distribution of property taxes is for the benefit of county funds and other tax authorities. These costs are not allocated to any county funds, departments or divisions.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs **Dept:15 Treasurer - GF**

Description		Amount	General Admin	Banking	Investments - Fund Specific	Investments - General Fund	Treasurer Public Function
Personnel Costs							
Salaries	S1	741,040	148,208	103,746	22,231	14,821	452,034
Salary % Split			*20.00%*	*14.00%*	*3.00%*	*2.00%*	*61.00%*
Benefits	S	233,949	46,790	32,753	7,018	4,679	142,709
Subtotal - Personnel Costs		974,989	194,998	136,499	29,249	19,500	594,743
Services & Supplies Cost							
4261 General Supplies	S	21,787	4,357	3,050	654	436	13,290
4264 Books & Periodicals	S	238	48	33	7	5	145
4269 Equipment	S	(1,567)	(313)	(219)	(47)	(31)	(956)
43300 Prof & Tech Services	S	31,476	6,295	4,407	944	630	19,200
4341 Utilities	S	2,437	487	341	73	49	1,487
4343 Repairs & Maint	S	0	0	0	0	0	0
4344 Rent & Lease	S	17	3	2	1	0	10
4351 Misc Serv & Chrgs	S	52,801	10,560	7,392	1,584	1,056	32,209
4354 Adv & Pub	S	14,440	2,888	2,022	433	289	8,808
4356 Dues-Mtgs-Train	S	11,199	2,240	1,568	336	224	6,831
4358 Travel-Freight-Deliv	S	7,016	1,403	982	210	140	4,280
4385 Fin & Debt Services	D	63,251	0	0	0	0	0
45 Land & Capital	D	0	0	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0	0
475901 Indirect Costs	D	163,465	0	0	0	0	0
4757 IT Charges	D	217,374	0	0	0	0	0
4757 IT Tech Repl	S	4,911	982	688	147	98	2,996
4757 Fleet Charges	S	0	0	0	0	0	0
4757 Facility Charges	D	53,300	0	0	0	0	0
47 Insurance Tr's	S	5,444	1,089	762	163	109	3,321
4757 Other Direct Charges	S	4,637	927	649	139	93	2,829
Subtotal - Services & Supplies		652,226	30,966	21,677	4,644	3,098	94,450
Department Cost Total		1,627,215	225,964	158,176	33,893	22,598	689,193
Adjustments to Cost							
4385 Fin & Debt Services	D	(63,251)	0	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:15 Treasurer - GF

Description		Amount	General Admin	Banking	Investments - Fund Specific	Investments - General Fund	Treasurer Public Function
45 Land & Capital	D	0	0	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0	0
475901 Indirect Costs	D	(163,465)	0	0	0	0	0
4757 IT Charges	D	(217,374)	0	0	0	0	0
4757 Facility Charges	D	(53,300)	0	0	0	0	0
Subtotal - Adjustments		(497,390)	0	0	0	0	0
Total Costs After Adjustments		1,129,825	225,964	158,176	33,893	22,598	689,193
General Admin Distribution			(225,964)	39,544	8,474	5,649	172,297
Grand Total		$1,129,824		$197,720	$42,367	$28,247	$861,490
							not allocated

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:15 Treasurer - GF

	Department	First Incoming	Second Incoming	Banking	Investments - Fund Specific	Investments - General Fund	Treasurer Public Function
1	Courts & Admin Building (CAB)	$19,020	$0	$3,329	$713	$476	$14,503
	Subtotal - Building Interest and Deprec	19,020	0	3,329	713	476	14,503
3	County Administration	3,189	0	558	120	80	2,432
	Subtotal - County Administrator - GF	3,189	0	558	120	80	2,432
4	Countywide Intranet, Web & Emp Assis	1,281	0	224	48	32	977
	Subtotal - Public Information Office - G	1,281	0	224	48	32	977
5	Billable Legal Fees	22,499	0	3,937	844	562	17,155
5	Litigation Costs	6,033	0	1,056	226	151	4,600
	Subtotal - County Atty Admin - GF	28,532	0	4,993	1,070	713	21,756
8	Accounts Payable	2,972	0	520	111	74	2,266
8	General Accounting	3,689	0	646	138	92	2,813
8	Payroll	913	0	160	34	23	696
8	Audit	7,339	0	1,284	275	183	5,596
	Subtotal - Accounting - GF	14,913	0	2,610	559	373	11,371
9	Budget Analysis	1,146	0	201	43	29	874
9	Budget Issues	1,466	0	257	55	37	1,118
	Subtotal - Budget - GF	2,612	0	457	98	65	1,992
10	Recruitment	830	0	145	31	21	633
10	General HR	2,394	0	419	90	60	1,825
10	Training	2,085	0	365	78	52	1,590
10	Background Checks	14	0	2	1	0	11
10	Compensation Program	1,168	0	204	44	29	891
	Subtotal - Human Resources - GF	6,491	0	1,136	243	162	4,949
11	Purchase Orders	1,414	0	247	53	35	1,078
11	Contract Amendements & Renewals	2,627	0	460	99	66	2,003
11	Purchasing Card Rebate	(156)	0	(27)	(6)	(4)	(119)
11	Countywide Programs	553	0	97	21	14	422
	Subtotal - Purchasing - GF	4,438	0	777	166	111	3,384
14	Board of County Commissioners	1,821	0	319	68	46	1,389

B. Incoming Costs - (Default Spread Salary%)

Dept:15 Treasurer - GF

	Department	First Incoming	Second Incoming	Banking	Investments - Fund Specific	Investments - General Fund	Treasurer Public Function
14	County Commissioner's Other	$1,412	$0	$247	$53	$35	$1,077
	Subtotal - Board of County Comm - GF	3,233	0	566	121	81	2,465
15	Banking	0	782	137	29	20	596
15	Investments - General Fund	0	283	50	11	7	216
	Subtotal - Treasurer - GF	0	1,065	186	40	27	812
17	Non-Divisional	0	1,094	191	41	27	834
	Subtotal - Non-Departmental - GF	0	1,094	191	41	27	834
19	Fac - Courts & Admin Bldg	0	44,294	7,751	1,661	1,107	33,774
	Subtotal - Facilities & Const Mgmt - GF	0	44,294	7,751	1,661	1,107	33,774
20	IVR	0	1,399	245	52	35	1,067
20	Department Specific Services	0	18,827	3,295	706	471	14,356
20	EDMS	0	5,958	1,043	223	149	4,543
20	ERP	0	9,283	1,625	348	232	7,078
20	EMail	0	179	31	7	4	136
20	Network & Telecomm	0	8,979	1,571	337	224	6,846
20	GIS	0	4,088	715	153	102	3,117
20	AV	0	1,131	198	42	28	862
20	File/Print Servers	0	250	44	9	6	191
20	Enterprise Web Apps	0	1,397	244	52	35	1,065
20	Customer Service	0	11,423	1,999	428	286	8,710
	Subtotal - IT Services - GF	0	62,914	11,010	2,359	1,573	47,972
21	Record Retrieval	0	8,251	1,444	309	206	6,291
21	Record Management	0	1,160	203	43	29	884
21	Record Storage	0	15,082	2,639	566	377	11,500
	Subtotal - Archives & Records - GF	0	24,493	4,286	918	612	18,676
23	Clerk to the Board	0	752	132	28	19	573
	Subtotal - C&R Clerk to the Board - GF	0	752	132	28	19	573
1	Courts & Admin Building (CAB)	0	94	16	4	2	72

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:15 Treasurer - GF

	Department	First Incoming	Second Incoming	Banking	Investments - Fund Specific	Investments - General Fund	Treasurer Public Function
	Subtotal - Building Interest and Deprec	$0	$94	$16	$4	$2	$72
3	County Administration	0	635	111	24	16	484
	Subtotal - County Administrator - GF	0	635	111	24	16	484
4	Countywide Intranet, Web & Emp Assis	0	125	22	5	3	95
	Subtotal - Public Information Office - G	0	125	22	5	3	95
5	Billable Legal Fees	0	3,008	526	113	75	2,294
5	Litigation Costs	0	727	127	27	18	554
	Subtotal - County Atty Admin - GF	0	3,735	654	140	93	2,848
8	Accounts Payable	0	445	78	17	11	339
8	General Accounting	0	562	98	21	14	429
8	Payroll	0	135	24	5	3	103
8	Audit	0	0	0	0	0	0
	Subtotal - Accounting - GF	0	1,142	200	43	29	871
9	Budget Analysis	0	125	22	5	3	95
9	Budget Issues	0	160	28	6	4	122
	Subtotal - Budget - GF	0	285	50	11	7	217
10	Recruitment	0	118	21	4	3	90
10	General HR	0	339	59	13	8	258
10	Training	0	238	42	9	6	181
10	Background Checks	0	0	0	0	0	0
10	Compensation Program	0	162	28	6	4	124
	Subtotal - Human Resources - GF	0	857	150	32	21	653
11	Purchase Orders	0	137	24	5	3	104
11	Contract Amendements & Renewals	0	265	46	10	7	202
11	Purchasing Card Rebate	0	0	0	0	0	0
11	Countywide Programs	0	54	9	2	1	41
	Subtotal - Purchasing - GF	0	456	80	17	11	348
14	Board of County Commissioners	0	341	60	13	9	260

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:15 Treasurer - GF

Department	First Incoming	Second Incoming	Banking	Investments - Fund Specific	Investments - General Fund	Treasurer Public Function
14 County Commissioner's Other	$0	$263	$46	$10	$7	$201
Subtotal - Board of County Comm - GF	0	604	106	23	15	461
Total Incoming	83,709	142,545	39,595	8,484	5,656	172,519
			17.50%	3.75%	2.50%	76.25%
C. Total Allocated		$1,356,078	$237,314	$50,851	$33,904	$1,034,009

Banking Allocations

Dept:15 Treasurer - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	699,949	0.23%	$489	$0	$489	$0	$489
4	Public Information Office - GF	567,361	0.19%	396	0	396	0	396
5	County Atty Admin - GF	3,112,622	1.02%	2,175	0	2,175	0	2,175
6	Admin Services - GF	206,116	0.07%	144	0	144	0	144
8	Accounting - GF	1,642,681	0.54%	1,148	0	1,148	0	1,148
9	Budget - GF	584,800	0.19%	409	0	409	0	409
10	Human Resources - GF	1,358,828	0.45%	949	0	949	0	949
11	Purchasing - GF	636,003	0.21%	444	0	444	0	444
12	Development & Trans - GF	203,486	0.07%	142	0	142	0	142
13	Building Inspection - GF	2,515,371	0.83%	1,757	0	1,757	0	1,757
14	Board of County Comm - GF	518,825	0.17%	362	0	362	0	362
15	Treasurer - GF	1,119,471	0.37%	782	0	782	0	782
16	Document Production (Print Shop) - GF	50,319	0.02%	35	0	35	4	39
17	Non-Departmental - GF	1,052,986	0.35%	736	0	736	90	826
18	Transportation & Engineering - GF	3,433,432	1.13%	2,399	0	2,399	295	2,693
19	Facilities & Const Mgmt - GF	7,957,323	2.62%	5,560	0	5,560	683	6,242
20	IT Services - GF	9,159,330	3.01%	6,399	0	6,399	786	7,185
21	Archives & Records - GF	157,962	0.05%	110	0	110	14	124
22	C&R Administration - GF	792,674	0.26%	554	0	554	68	622
23	C&R Clerk to the Board - GF	199,418	0.07%	139	0	139	17	156
24	C&R Elections - GF	3,912,157	1.29%	2,733	0	2,733	336	3,069
25	C&R Motor Vehicle - GF	3,935,562	1.29%	2,750	0	2,750	338	3,087
26	C&R Recording - GF	1,095,407	0.36%	765	0	765	94	859
27	Assessor - GF	3,812,497	1.25%	2,664	0	2,664	327	2,991
28	CSU Extension - GF	709,214	0.23%	496	0	496	61	556
29	Coroner - GF	1,564,493	0.51%	1,093	0	1,093	134	1,227
30	County Attorney BOE - GF	103,367	0.03%	72	0	72	9	81
31	District Attorney Admin - GF	17,198,309	5.66%	12,016	0	12,016	1,475	13,491
32	District Atty Dom Violence - GF	114,763	0.04%	80	0	80	10	90
33	Emergency Management - GF	590,753	0.19%	413	0	413	51	463
34	Fairgrounds - GF	732,362	0.24%	512	0	512	63	575
35	Intergovernmental Projects - GF	305,145	0.10%	213	0	213	26	239
36	Justice Services - GF	6,996,172	2.30%	4,888	0	4,888	600	5,488
37	Planning & Zoning - GF	3,307,535	1.09%	2,311	0	2,311	284	2,595
38	Public Trustee	653,953	0.22%	457	0	457	56	513
39	JCSO Detentions - GF	36,979,389	12.17%	25,837	0	25,837	3,172	29,009
40	JCSO Law Enforcement - GF	1,464,545	0.48%	1,023	0	1,023	126	1,149
41	JCSO Executive - GF	1,380,637	0.45%	965	0	965	118	1,083
42	JCSO Support Services - GF	16,495,984	5.43%	11,525	0	11,525	1,415	12,940
43	Surveyor - GF	6,540	0.00%	5	0	5	1	5
44	Historical Commission - GF	9,129	0.00%	6	0	6	1	7
46	Dog Licensing Fund	123,757	0.04%	86	0	86	11	97
47	Insurance Fund	1,613,796	0.53%	1,128	0	1,128	138	1,266

Jefferson County,Colorado
Full Cost Allocation Plan

Banking Allocations

Dept:15 Treasurer - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
48	Worker's Compensation Fund	1,288,294	0.42%	$900	$0	$900	$111	$1,011
49	Open Space Fund	8,717,285	2.87%	6,091	0	6,091	748	6,838
50	Open Space Cities Share Fund	215,734	0.07%	151	0	151	19	169
53	Open Space Land Acqu Fund	52,532	0.02%	37	0	37	5	41
56	Boettcher Mansion Fund	442,667	0.15%	309	0	309	38	347
58	So Plains Traffic Impact Fund	1,169	0.00%	1	0	1	0	1
63	Road & Bridge Fund	14,838,670	4.88%	10,367	0	10,367	1,273	11,640
64	Social Services Fund	34,615,316	11.39%	24,185	0	24,185	2,969	27,154
65	Workforce Development Fund	3,166,338	1.04%	2,212	0	2,212	272	2,484
66	Head Start Fund	4,105,572	1.35%	2,868	0	2,868	352	3,221
67	Capital Expenditures Fund	1,597,560	0.53%	1,116	0	1,116	137	1,253
69	Fleet Services Fund	5,593,409	1.84%	3,908	0	3,908	480	4,388
70	Library Fund	21,182,194	6.97%	14,799	0	14,799	1,817	16,617
71	Benefit Plan Fund	27,463,366	9.04%	19,188	0	19,188	2,356	21,544
72	Patrol Fund	25,869,752	8.51%	18,075	0	18,075	2,219	20,294
73	Inmate Welfare Fund	773,830	0.25%	541	0	541	66	607
74	Forfeiture Fund	49,719	0.02%	35	0	35	4	39
75	Public Health Fund	11,531,690	3.79%	8,057	0	8,057	989	9,046
76	Airport Fund	2,401,566	0.79%	1,678	0	1,678	206	1,884
77	Wildland Fire Fund	9,996	0.00%	7	0	7	1	8
80	Meadow Ranch Pub Impr Fund	10,936	0.00%	8	0	8	1	9
82	SE Sales Tax-Capital Fund	383,387	0.13%	268	0	268	33	301
83	Solid Waste Emergency Fund	6,116	0.00%	4	0	4	1	5
84	Solid Waste Management Fund	204,057	0.07%	143	0	143	18	160
85	Community Development Fund	364,406	0.12%	255	0	255	31	286
Subtotal		303,959,984	100.00%	212,369	0	212,369	24,945	237,314
Direct Bills						0		0
Total						$212,369		$237,314

Basis Units: Operating Exp's (excl. Dep, Fin & Debt Serv, Assist Pymnts, Land & Cap, CAP)
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Investments - Fund Specific Allocations **Dept:15 Treasurer - GF**

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19	Facilities & Const Mgmt - GF	23,527	1.81%	$823	$0	$823	$97	$919
20	IT Services - GF	21,285	1.64%	744	0	744	87	832
45	Clerk Electronic Filing Fund	4,090	0.31%	143	0	143	17	160
46	Dog Licensing Fund	13,324	1.02%	466	0	466	55	521
47	Insurance Fund	31,309	2.41%	1,095	0	1,095	129	1,224
48	Worker's Compensation Fund	31,854	2.45%	1,114	0	1,114	131	1,245
49	Open Space Fund	309,603	23.79%	10,828	0	10,828	1,272	12,100
50	Open Space Cities Share Fund	8,838	0.68%	309	0	309	36	345
55	Conservation Trust Fund	10,415	0.80%	364	0	364	43	407
56	Boettcher Mansion Fund	1,740	0.13%	61	0	61	7	68
57	Developmentally Disabled Fund	17,709	1.36%	619	0	619	73	692
58	So Plains Traffic Impact Fund	69,428	5.34%	2,428	0	2,428	285	2,713
59	No Plains Traffic Impact Fund	16,080	1.24%	562	0	562	66	628
60	Central Traffic Impact Fund	25,894	1.99%	906	0	906	106	1,012
61	North Mtns Traffic Impact Fund	2,207	0.17%	77	0	77	9	86
62	Evergreen/Conifer Traf Imp Fund	13,757	1.06%	481	0	481	57	538
63	Road & Bridge Fund	126,916	9.75%	4,439	0	4,439	521	4,960
64	Social Services Fund	40,152	3.09%	1,404	0	1,404	165	1,569
65	Workforce Development Fund	89	0.01%	3	0	3	0	3
67	Capital Expenditures Fund	39,960	3.07%	1,398	0	1,398	164	1,562
68	Contingent Fund	25,797	1.98%	902	0	902	106	1,008
69	Fleet Services Fund	90,630	6.97%	3,170	0	3,170	372	3,542
70	Library Fund	145,993	11.22%	5,106	0	5,106	600	5,706
71	Benefit Plan Fund	34,445	2.65%	1,205	0	1,205	142	1,346
72	Patrol Fund	3,930	0.30%	137	0	137	16	154
73	Inmate Welfare Fund	16,370	1.26%	573	0	573	67	640
75	Public Health Fund	26,579	2.04%	930	0	930	109	1,039
76	Airport Fund	26,004	2.00%	909	0	909	107	1,016
77	Wildland Fire Fund	1,431	0.11%	50	0	50	6	56
81	SE Sales Tax-Debt Fund	67,101	5.16%	2,347	0	2,347	276	2,622
82	SE Sales Tax-Capital Fund	37,467	2.88%	1,310	0	1,310	154	1,464
83	Solid Waste Emergency Fund	12,986	1.00%	454	0	454	53	508
84	Solid Waste Management Fund	1,622	0.12%	57	0	57	7	63
85	Community Development Fund	2,604	0.20%	91	0	91	11	102
Subtotal		1,301,136	100.00%	45,506	0	45,506	5,345	50,851
Direct Bills						0		0
Total						$45,506		$50,851

Basis Units: Interest Income by Fund except for the General Fund
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Investments - General Fund Allocations

Dept:15 Treasurer - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	699,949	0.58%	$177	$0	$177	$0	$177
4	Public Information Office - GF	567,361	0.47%	143	0	143	0	143
5	County Atty Admin - GF	3,112,622	2.59%	786	0	786	0	786
6	Admin Services - GF	206,116	0.17%	52	0	52	0	52
8	Accounting - GF	1,642,681	1.37%	415	0	415	0	415
9	Budget - GF	584,800	0.49%	148	0	148	0	148
10	Human Resources - GF	1,358,828	1.13%	343	0	343	0	343
11	Purchasing - GF	636,003	0.53%	161	0	161	0	161
12	Development & Trans - GF	203,486	0.17%	51	0	51	0	51
13	Building Inspection - GF	2,515,371	2.09%	635	0	635	0	635
14	Board of County Comm - GF	518,825	0.43%	131	0	131	0	131
15	Treasurer - GF	1,119,471	0.93%	283	0	283	0	283
16	Document Production (Print Shop) - GF	50,319	0.04%	13	0	13	2	14
17	Non-Departmental - GF	1,052,986	0.88%	266	0	266	35	301
18	Transportation & Engineering - GF	3,433,432	2.86%	866	0	866	114	981
21	Archives & Records - GF	157,962	0.13%	40	0	40	5	45
22	C&R Administration - GF	792,674	0.66%	200	0	200	26	226
23	C&R Clerk to the Board - GF	199,418	0.17%	50	0	50	7	57
24	C&R Elections - GF	3,912,157	3.25%	987	0	987	130	1,118
25	C&R Motor Vehicle - GF	3,935,562	3.27%	993	0	993	131	1,124
26	C&R Recording - GF	1,095,407	0.91%	276	0	276	36	313
27	Assessor - GF	3,812,497	3.17%	962	0	962	127	1,089
28	CSU Extension - GF	709,214	0.59%	179	0	179	24	203
29	Coroner - GF	1,564,493	1.30%	395	0	395	52	447
30	County Attorney BOE - GF	103,367	0.09%	26	0	26	3	30
31	District Attorney Admin - GF	17,198,309	14.31%	4,340	0	4,340	573	4,913
32	District Atty Dom Violence - GF	114,763	0.10%	29	0	29	4	33
33	Emergency Management - GF	590,753	0.49%	149	0	149	20	169
34	Fairgrounds - GF	732,362	0.61%	185	0	185	24	209
35	Intergovernmental Projects - GF	305,145	0.25%	77	0	77	10	87
36	Justice Services - GF	6,996,172	5.82%	1,766	0	1,766	233	1,999
37	Planning & Zoning - GF	3,307,535	2.75%	835	0	835	110	945
38	Public Trustee	653,953	0.54%	165	0	165	22	187
39	JCSO Detentions - GF	36,979,389	30.76%	9,332	0	9,332	1,231	10,563
40	JCSO Law Enforcement - GF	1,464,545	1.22%	370	0	370	49	418
41	JCSO Executive - GF	1,380,637	1.15%	348	0	348	46	394
42	JCSO Support Services - GF	16,495,984	13.72%	4,163	0	4,163	549	4,712
43	Surveyor - GF	6,540	0.01%	2	0	2	0	2
44	Historical Commission - GF	9,129	0.01%	2	0	2	0	3

Jefferson County,Colorado
Full Cost Allocation Plan

Investments - General Fund Allocations

Dept:15 Treasurer - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
Subtotal	120,220,217	100.00%	30,340	0	30,340	3,564	33,904
Direct Bills					0		0
Total					$30,340		$33,904

Basis Units: Operating Exp's (excl. Dep, Fin & Debt Serv, Assist Pymnts, Land & Cap, CAP) in Gen Fund Only
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:15 Treasurer - GF

	Department	Banking	Investments - Fund Specific	Investments - General Fund	Treasurer Public Function	Total
0	Direct Billed	$0	$0	$0	$0	$0
3	County Administrator - GF	489	0	177	0	666
4	Public Information Office - GF	396	0	143	0	540
5	County Atty Admin - GF	2,175	0	786	0	2,960
6	Admin Services - GF	144	0	52	0	196
8	Accounting - GF	1,148	0	415	0	1,562
9	Budget - GF	409	0	148	0	556
10	Human Resources - GF	949	0	343	0	1,292
11	Purchasing - GF	444	0	161	0	605
12	Development & Trans - GF	142	0	51	0	194
13	Building Inspection - GF	1,757	0	635	0	2,392
14	Board of County Comm - GF	362	0	131	0	493
15	Treasurer - GF	782	0	283	0	1,065
16	Document Production (Print Shop) - GF	39	0	14	0	54
17	Non-Departmental - GF	826	0	301	0	1,127
18	Transportation & Engineering - GF	2,693	0	981	0	3,674
19	Facilities & Const Mgmt - GF	6,242	919	0	0	7,162
20	IT Services - GF	7,185	832	0	0	8,017
21	Archives & Records - GF	124	0	45	0	169
22	C&R Administration - GF	622	0	226	0	848
23	C&R Clerk to the Board - GF	156	0	57	0	213
24	C&R Elections - GF	3,069	0	1,118	0	4,186
25	C&R Motor Vehicle - GF	3,087	0	1,124	0	4,212
26	C&R Recording - GF	859	0	313	0	1,172
27	Assessor - GF	2,991	0	1,089	0	4,080
28	CSU Extension - GF	556	0	203	0	759
29	Coroner - GF	1,227	0	447	0	1,674
30	County Attorney BOE - GF	81	0	30	0	111
31	District Attorney Admin - GF	13,491	0	4,913	0	18,404
32	District Atty Dom Violence - GF	90	0	33	0	123
33	Emergency Management - GF	463	0	169	0	632
34	Fairgrounds - GF	575	0	209	0	784
35	Intergovernmental Projects - GF	239	0	87	0	327
36	Justice Services - GF	5,488	0	1,999	0	7,487
37	Planning & Zoning - GF	2,595	0	945	0	3,539
38	Public Trustee	513	0	187	0	700
39	JCSO Detentions - GF	29,009	0	10,563	0	39,572
40	JCSO Law Enforcement - GF	1,149	0	418	0	1,567
41	JCSO Executive - GF	1,083	0	394	0	1,477
42	JCSO Support Services - GF	12,940	0	4,712	0	17,653
43	Surveyor - GF	5	0	2	0	7

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:15 Treasurer - GF

	Department	Banking	Investments - Fund Specific	Investments - General Fund	Treasurer Public Function	Total
44	Historical Commission - GF	$7	$0	$3	$0	$10
45	Clerk Electronic Filing Fund	0	160	0	0	160
46	Dog Licensing Fund	97	521	0	0	618
47	Insurance Fund	1,266	1,224	0	0	2,490
48	Worker's Compensation Fund	1,011	1,245	0	0	2,256
49	Open Space Fund	6,838	12,100	0	0	18,938
50	Open Space Cities Share Fund	169	345	0	0	515
53	Open Space Land Acqu Fund	41	0	0	0	41
55	Conservation Trust Fund	0	407	0	0	407
56	Boettcher Mansion Fund	347	68	0	0	415
57	Developmentally Disabled Fund	0	692	0	0	692
58	So Plains Traffic Impact Fund	1	2,713	0	0	2,714
59	No Plains Traffic Impact Fund	0	628	0	0	628
60	Central Traffic Impact Fund	0	1,012	0	0	1,012
61	North Mtns Traffic Impact Fund	0	86	0	0	86
62	Evergreen/Conifer Traf Imp Fund	0	538	0	0	538
63	Road & Bridge Fund	11,640	4,960	0	0	16,600
64	Social Services Fund	27,154	1,569	0	0	28,723
65	Workforce Development Fund	2,484	3	0	0	2,487
66	Head Start Fund	3,221	0	0	0	3,221
67	Capital Expenditures Fund	1,253	1,562	0	0	2,815
68	Contingent Fund	0	1,008	0	0	1,008
69	Fleet Services Fund	4,388	3,542	0	0	7,930
70	Library Fund	16,617	5,706	0	0	22,322
71	Benefit Plan Fund	21,544	1,346	0	0	22,890
72	Patrol Fund	20,294	154	0	0	20,447
73	Inmate Welfare Fund	607	640	0	0	1,247
74	Forfeiture Fund	39	0	0	0	39
75	Public Health Fund	9,046	1,039	0	0	10,085
76	Airport Fund	1,884	1,016	0	0	2,900
77	Wildland Fire Fund	8	56	0	0	64
80	Meadow Ranch Pub Impr Fund	9	0	0	0	9
81	SE Sales Tax-Debt Fund	0	2,622	0	0	2,622
82	SE Sales Tax-Capital Fund	301	1,464	0	0	1,765
83	Solid Waste Emergency Fund	5	508	0	0	512
84	Solid Waste Management Fund	160	63	0	0	223
85	Community Development Fund	286	102	0	0	388
Total		$237,314	$50,851	$33,904	$0	$322,069

DOCUMENT PRODUCTION (PRINT SHOP)

Nature and Extent of Services

Document Production (Print Shop) provided a centralized area for the County to receive printing services. In March of 2012 FedEx Office took over the printing services for Jefferson County and began charging directly for printing services. Costs for the Print Shop reflect only the time in 2012 that services were provided by the County Print Shop. No indirect costs for this function will be allocated to the receiving department/division's budget. Costs are allocated to Non-Departmental for 2012.

- ***Print Shop:*** Costs associated with processing printing requests are not allocated to department/divisions for 2012.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:16 Document Production (Print Shop) - GF

Description		Amount	General Admin	Print Shop
Personnel Costs				
Salaries	S1	42,661	0	42,661
Salary % Split			*.00%*	*100.00%*
Benefits	S	7,659	0	7,659
Subtotal - Personnel Costs		50,320	0	50,320
Services & Supplies Cost				
4261 General Supplies	S	0	0	0
4264 Books & Periodicals	S	0	0	0
4269 Equipment	S	0	0	0
43300 Prof & Tech Serv	S	0	0	0
4341 Utilities	S	0	0	0
4343 Repairs & Maint	S	0	0	0
4344 Rent & Lease	S	0	0	0
4351 Misc Serv & Chrg	S	0	0	0
4354 Adv & Pub	S	0	0	0
4356 Dues-Mtgs_Train	S	0	0	0
4358 Travel-Freight-Deliv	S	0	0	0
45 Land & Capital	D	0	0	0
47 Interdepartmental	D	0	0	0
4759 Indirect Costs	D	0	0	0
4757 IT Charges	D	47,113	0	0
4757 IT Tech Repl	S	0	0	0
4757 Fleet Charges	S	0	0	0
4757 Facility Charges	D	0	0	0
47 Insurance Tr's	S	0	0	0
Subtotal - Services & Supplies		47,113	0	0
Department Cost Total		97,433	0	50,320
Adjustments to Cost				
45 Land & Capital	D	0	0	0
47 Interdepartmental	D	0	0	0
4759 Indirect Costs	D	0	0	0
4757 IT Charges	D	(47,113)	0	0

A. Department Costs

Dept:16 Document Production (Print Shop) - GF

Description		Amount	General Admin	Print Shop
4757 Facility Charges	D	0	0	0
Subtotal - Adjustments		(47,113)	0	0
Total Costs After Adjustments		50,320	0	50,320
General Admin Distribution			0	0
Grand Total		$50,320		$50,320

B. Incoming Costs - (Default Spread Expense%)

Dept:16 Document Production (Print Shop) - GF

	Department	First Incoming	Second Incoming	Print Shop
3	County Administration	$245	$0	$245
	Subtotal - County Administrator - GF	245	0	245
4	Countywide Intranet, Web & Emp Assis	99	0	99
	Subtotal - Public Information Office - G	99	0	99
6	Administrative Services Supervision	1,229	0	1,229
	Subtotal - Admin Services - GF	1,229	0	1,229
7	Finance & IT Supervision	59	0	59
	Subtotal - Finance & IT - GF	59	0	59
8	General Accounting	2,482	0	2,482
8	Audit	208	0	208
	Subtotal - Accounting - GF	2,690	0	2,690
9	Budget Analysis	52	0	52
9	Budget Issues	113	0	113
	Subtotal - Budget - GF	165	0	165
10	General HR	171	0	171
10	Compensation Program	90	0	90
	Subtotal - Human Resources - GF	261	0	261
11	Countywide Programs	43	0	43
	Subtotal - Purchasing - GF	43	0	43
14	Board of County Commissioners	140	0	140
14	County Commissioner's Other	63	0	63
	Subtotal - Board of County Comm - GF	203	0	203
15	Banking	35	0	35
15	Investments - General Fund	13	0	13
	Subtotal - Treasurer - GF	48	0	48
17	Non-Divisional	0	84	84

B. Incoming Costs - (Default Spread Expense%)

Dept:16 Document Production (Print Shop) - GF

	Department	First Incoming	Second Incoming	Print Shop
	Subtotal - Non-Departmental - GF	$0	$84	$84
20	Document Production (Print Shop)	0	51,002	51,002
20	EDMS	0	458	458
20	ERP	0	714	714
20	EMail	0	14	14
20	Network & Telecomm	0	691	691
20	GIS	0	314	314
20	AV	0	87	87
20	File/Print Servers	0	19	19
20	Enterprise Web Apps	0	107	107
20	Customer Service	0	879	879
	Subtotal - IT Services - GF	0	54,285	54,285
21	Record Management	0	89	89
	Subtotal - Archives & Records - GF	0	89	89
3	County Administration	0	49	49
	Subtotal - County Administrator - GF	0	49	49
4	Countywide Intranet, Web & Emp Assis	0	10	10
	Subtotal - Public Information Office - G	0	10	10
6	Administrative Services Supervision	0	140	140
	Subtotal - Admin Services - GF	0	140	140
7	Finance & IT Supervision	0	58	58
	Subtotal - Finance & IT - GF	0	58	58
8	General Accounting	0	378	378
8	Audit	0	0	0
	Subtotal - Accounting - GF	0	378	378
9	Budget Analysis	0	6	6
9	Budget Issues	0	12	12

B. Incoming Costs - (Default Spread Expense%)

Dept:16 Document Production (Print Shop) - GF

	Department	First Incoming	Second Incoming	Print Shop
	Subtotal - Budget - GF	$0	$18	$18
10	General HR	0	24	24
10	Compensation Program	0	12	12
	Subtotal - Human Resources - GF	0	36	36
11	Countywide Programs	0	4	4
	Subtotal - Purchasing - GF	0	4	4
14	Board of County Commissioners	0	26	26
14	County Commissioner's Other	0	12	12
	Subtotal - Board of County Comm - GF	0	38	38
15	Banking	0	4	4
15	Investments - General Fund	0	2	2
	Subtotal - Treasurer - GF	0	6	6
Total Incoming		5,042	55,195	60,237
				100.00%
C. Total Allocated			$110,557	$110,557

Jefferson County,Colorado
Full Cost Allocation Plan

Print Shop Allocations **Dept:16 Document Production (Print Shop) - GF**

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
17 Non-Departmental - GF	100	100.00%	$55,362	$0	$55,362	$55,195	$110,557
Subtotal	100	100.00%	55,362	0	55,362	55,195	110,557
Direct Bills					0		0
Total					$55,362		$110,557

Basis Units: 100% to Non Departmental
Source:

Allocation Summary

Dept:16 Document Production (Print Shop) - GF

Department	Print Shop	Total
0 Direct Billed	$0	$0
17 Non-Departmental - GF	110,557	110,557
Total	$110,557	$110,557

NON-DEPARTMENTAL

Nature and Extent of Services

Non-Departmental captures County expenditures not appropriate or applicable to other county divisions. Most of the expenditures in the Non-Departmental Division are not allocable in the cost allocation plan. No indirect costs for these functions will be allocated to the receiving department/division's budget. Non-Departmental includes the following ***functions***:

- ***Non-Divisional:*** Costs deposited within this division that cannot be specifically assigned to a division (including tuition reimbursements and service awards) are allocated based on the number of benefit eligible FTE's per department/division.
- ***Non-Allocable Expenses:*** Costs that are not allocated are accumulated in this function. This function is not allocated in the cost plan.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs **Dept:17 Non-Departmental - GF**

Description		Amount	General Admin	Non-Divisional	Non-Allocable Exp's
Personnel Costs					
43300 Prof & Tech Serv	P	51,900	0	0	51,900
Salary % Split			*.00%*	*.00%*	*100.00%*
4341 Utilities	P	38,600	0	0	38,600
Subtotal - Personnel Costs		90,500	0	0	90,500
Services & Supplies Cost					
4343 Repairs & Maint	P	359,772	0	0	359,772
4351 Misc Serv & Charges	P	368,813	0	0	368,813
4354 Adv & Publications	P	0	0	0	0
4356 Dues-Mtgs-Train	P	158,307	0	158,307	0
46 Intergovernmental	D	248,282	0	0	0
47 Interdepartmental	D	2,860,114	0	0	0
4759 Indirect Costs	D	(4,419,623)	0	0	0
45 Land & Capital	D	0	0	0	0
4757 IT Charges	D	175,985	0	0	0
4757 Facility Charges	D	2,995,740	0	0	0
47 Insurance Tr's	P	121,882	0	0	121,882
4757 Other Direct Charges	P	16,588	0	0	16,588
4757 Fleet Charges	D	3,081	0	0	0
4261 Genera Supplies	P	52,989	0	52,989	0
4269 Equipment	P	1,629	0	0	1,629
411 Salaries	D	4,389	0	0	0
	S	0	0	0	0
Subtotal - Services & Supplies		2,947,948	0	211,296	868,684
Department Cost Total		3,038,448	0	211,296	959,184
Adjustments to Cost					
46 Intergovernmental	D	(248,282)	0	0	0
47 Interdepartmental	D	(2,860,114)	0	0	0
4759 Indirect Costs	D	4,419,623	0	0	0
45 Land & Capital	D	0	0	0	0
4757 IT Charges	D	(175,985)	0	0	0
4757 Facility Charges	D	(2,995,740)	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:17 Non-Departmental - GF

Description		Amount	General Admin	Non-Divisional	Non-Allocable Exp's
4757 Fleet Charges	D	(3,081)	0	0	0
411 Salaries	D	(4,389)	0	0	0
Subtotal - Adjustments		(1,867,968)	0	0	0
Total Costs After Adjustments		1,170,480	0	211,296	959,184
General Admin Distribution			0	0	0
Grand Total		$1,170,480		$211,296	$959,184
					not allocated

B. Incoming Costs - (Default Spread Expense%)

Dept:17 Non-Departmental - GF

	Department	First Incoming	Second Incoming	Non-Divisional	Non-Allocable Exp's
5	Billable Legal Fees	$7,649	$0	$1,381	$6,268
	Subtotal - County Atty Admin - GF	7,649	0	1,381	6,268
8	Accounts Receivable	925	0	167	758
8	Accounts Payable	19,831	0	3,580	16,251
8	General Accounting	21,186	0	3,825	17,361
8	Capital Assets	28	0	5	23
8	Audit	4,895	0	884	4,011
	Subtotal - Accounting - GF	46,865	0	8,460	38,405
9	Budget Analysis	1,078	0	195	883
	Subtotal - Budget - GF	1,078	0	195	883
11	Purchase Orders	2,545	0	459	2,086
11	Purchasing Card Rebate	(19)	0	(3)	(16)
	Subtotal - Purchasing - GF	2,526	0	456	2,070
14	County Commissioner's Other	1,328	0	240	1,088
	Subtotal - Board of County Comm - GF	1,328	0	240	1,088
15	Banking	736	0	133	603
15	Investments - General Fund	266	0	48	218
	Subtotal - Treasurer - GF	1,002	0	181	821
16	Print Shop	55,362	0	9,994	45,368
	Subtotal - Document Production (Print	55,362	0	9,994	45,368
19	Fac - Single Occupant Bldg- Serv&Sup	0	284,421	51,344	233,077
19	Fac - Single Occupant Bldg - S&B Exp'	0	157,357	28,406	128,951
	Subtotal - Facilities & Const Mgmt - GF	0	441,778	79,750	362,028
5	Billable Legal Fees	0	1,023	185	838
	Subtotal - County Atty Admin - GF	0	1,023	185	838
8	Accounts Receivable	0	135	24	111

B. Incoming Costs - (Default Spread Expense%)

Dept:17 Non-Departmental - GF

	Department	First Incoming	Second Incoming	Non-Divisional	Non-Allocable Exp's
8	Accounts Payable	$0	$2,973	$537	$2,436
8	General Accounting	0	3,230	583	2,647
8	Capital Assets	0	4	1	3
8	Audit	0	0	0	0
	Subtotal - Accounting - GF	0	6,342	1,145	5,197
9	Budget Analysis	0	117	21	96
	Subtotal - Budget - GF	0	117	21	96
11	Purchase Orders	0	247	45	202
11	Purchasing Card Rebate	0	0	0	0
	Subtotal - Purchasing - GF	0	247	45	202
14	County Commissioner's Other	0	247	45	202
	Subtotal - Board of County Comm - GF	0	247	45	202
15	Banking	0	90	16	74
15	Investments - General Fund	0	35	6	29
	Subtotal - Treasurer - GF	0	125	23	102
16	Print Shop	0	55,195	9,964	45,231
	Subtotal - Document Production (Print	0	55,195	9,964	45,231
Total Incoming		115,810	505,074	112,082	508,802
				18.05%	81.95%
C. Total Allocated			$1,791,364	$323,378	$1,467,986

Jefferson County,Colorado
Full Cost Allocation Plan

Non-Divisional Allocations

Dept:17 Non-Departmental - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.18%	$421	$0	$421	$0	$421
4	Public Information Office - GF	6.25	0.23%	526	0	526	0	526
5	County Atty Admin - GF	31.15	1.13%	2,620	0	2,620	0	2,620
6	Admin Services - GF	1.00	0.04%	84	0	84	0	84
7	Finance & IT - GF	1.50	0.05%	126	0	126	0	126
8	Accounting - GF	18.38	0.67%	1,546	0	1,546	0	1,546
9	Budget - GF	6.50	0.24%	547	0	547	0	547
10	Human Resources - GF	14.50	0.53%	1,220	0	1,220	0	1,220
11	Purchasing - GF	7.00	0.25%	589	0	589	0	589
12	Development & Trans - GF	1.50	0.05%	126	0	126	0	126
13	Building Inspection - GF	27.00	0.98%	2,271	0	2,271	0	2,271
14	Board of County Comm - GF	4.80	0.17%	404	0	404	0	404
15	Treasurer - GF	13.00	0.47%	1,094	0	1,094	0	1,094
16	Document Production (Print Shop) - GF	1.00	0.04%	84	0	84	0	84
18	Transportation & Engineering - GF	35.00	1.27%	2,944	0	2,944	1,217	4,161
19	Facilities & Const Mgmt - GF	55.00	1.99%	4,626	0	4,626	1,913	6,539
20	IT Services - GF	65.90	2.39%	5,543	0	5,543	2,292	7,835
21	Archives & Records - GF	2.00	0.07%	168	0	168	70	238
22	C&R Administration - GF	8.00	0.29%	673	0	673	278	951
23	C&R Clerk to the Board - GF	3.00	0.11%	252	0	252	104	357
24	C&R Elections - GF	15.00	0.54%	1,262	0	1,262	522	1,783
25	C&R Motor Vehicle - GF	61.50	2.23%	5,173	0	5,173	2,139	7,312
26	C&R Recording - GF	16.00	0.58%	1,346	0	1,346	556	1,902
27	Assessor - GF	52.58	1.90%	4,423	0	4,423	1,828	6,251
28	CSU Extension - GF	5.50	0.20%	463	0	463	191	654
29	Coroner - GF	12.00	0.43%	1,009	0	1,009	417	1,427
30	County Attorney BOE - GF	1.00	0.04%	84	0	84	35	119
31	District Attorney Admin - GF	169.35	6.13%	14,245	0	14,245	5,889	20,134
32	District Atty Dom Violence - GF	1.00	0.04%	84	0	84	35	119
33	Emergency Management - GF	5.00	0.18%	421	0	421	174	594
34	Fairgrounds - GF	9.00	0.33%	757	0	757	313	1,070
36	Justice Services - GF	34.85	1.26%	2,931	0	2,931	1,212	4,143
37	Planning & Zoning - GF	40.90	1.48%	3,440	0	3,440	1,422	4,863
38	Public Trustee	8.80	0.32%	740	0	740	306	1,046
39	JCSO Detentions - GF	370.00	13.40%	31,123	0	31,123	12,867	43,990
40	JCSO Law Enforcement - GF	16.00	0.58%	1,346	0	1,346	556	1,902
41	JCSO Executive - GF	11.00	0.40%	925	0	925	383	1,308
42	JCSO Support Services - GF	123.00	4.46%	10,346	0	10,346	4,277	14,624
43	Surveyor - GF	1.00	0.04%	84	0	84	35	119
46	Dog Licensing Fund	2.00	0.07%	168	0	168	70	238
47	Insurance Fund	2.00	0.07%	168	0	168	70	238
48	Worker's Compensation Fund	2.00	0.07%	168	0	168	70	238
49	Open Space Fund	94.98	3.44%	7,989	0	7,989	3,303	11,292

Jefferson County,Colorado
Full Cost Allocation Plan

Non-Divisional Allocations

Dept:17 Non-Departmental - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.20%	$474	$0	$474	$196	$669
63 Road & Bridge Fund	180.60	6.54%	15,192	0	15,192	6,280	21,472
64 Social Services Fund	481.68	17.45%	40,518	0	40,518	16,751	57,268
65 Workforce Development Fund	26.88	0.97%	2,261	0	2,261	935	3,196
66 Head Start Fund	55.27	2.00%	4,649	0	4,649	1,922	6,571
69 Fleet Services Fund	23.00	0.83%	1,935	0	1,935	800	2,735
70 Library Fund	182.00	6.59%	15,309	0	15,309	6,329	21,638
71 Benefit Plan Fund	4.00	0.14%	336	0	336	139	476
72 Patrol Fund	266.00	9.64%	22,375	0	22,375	9,250	31,625
73 Inmate Welfare Fund	10.00	0.36%	841	0	841	348	1,189
75 Public Health Fund	138.65	5.02%	11,663	0	11,663	4,822	16,484
76 Airport Fund	20.80	0.75%	1,750	0	1,750	723	2,473
85 Community Development Fund	4.00	0.14%	336	0	336	139	476
Subtotal	2,760.45	100.00%	232,202	0	232,202	91,176	323,378
Direct Bills					0		0
Total					$232,202		$323,378

Basis Units: Benefit Eligible FTE
Source:

Allocation Summary

Dept:17 Non-Departmental - GF

	Department	Non-Divisional	Non-Allocable Exp's	Total
0	Direct Billed	$0	$0	$0
3	County Administrator - GF	421	0	421
4	Public Information Office - GF	526	0	526
5	County Atty Admin - GF	2,620	0	2,620
6	Admin Services - GF	84	0	84
7	Finance & IT - GF	126	0	126
8	Accounting - GF	1,546	0	1,546
9	Budget - GF	547	0	547
10	Human Resources - GF	1,220	0	1,220
11	Purchasing - GF	589	0	589
12	Development & Trans - GF	126	0	126
13	Building Inspection - GF	2,271	0	2,271
14	Board of County Comm - GF	404	0	404
15	Treasurer - GF	1,094	0	1,094
16	Document Production (Print Shop) - GF	84	0	84
18	Transportation & Engineering - GF	4,161	0	4,161
19	Facilities & Const Mgmt - GF	6,539	0	6,539
20	IT Services - GF	7,835	0	7,835
21	Archives & Records - GF	238	0	238
22	C&R Administration - GF	951	0	951
23	C&R Clerk to the Board - GF	357	0	357
24	C&R Elections - GF	1,783	0	1,783
25	C&R Motor Vehicle - GF	7,312	0	7,312
26	C&R Recording - GF	1,902	0	1,902
27	Assessor - GF	6,251	0	6,251
28	CSU Extension - GF	654	0	654
29	Coroner - GF	1,427	0	1,427
30	County Attorney BOE - GF	119	0	119
31	District Attorney Admin - GF	20,134	0	20,134
32	District Atty Dom Violence - GF	119	0	119
33	Emergency Management - GF	594	0	594
34	Fairgrounds - GF	1,070	0	1,070
36	Justice Services - GF	4,143	0	4,143
37	Planning & Zoning - GF	4,863	0	4,863
38	Public Trustee	1,046	0	1,046
39	JCSO Detentions - GF	43,990	0	43,990
40	JCSO Law Enforcement - GF	1,902	0	1,902
41	JCSO Executive - GF	1,308	0	1,308
42	JCSO Support Services - GF	14,624	0	14,624
43	Surveyor - GF	119	0	119
46	Dog Licensing Fund	238	0	238

Allocation Summary

Dept:17 Non-Departmental - GF

	Department	Non-Divisional	Non-Allocable Exp's	Total
47	Insurance Fund	$238	$0	$238
48	Worker's Compensation Fund	238	0	238
49	Open Space Fund	11,292	0	11,292
56	Boettcher Mansion Fund	669	0	669
63	Road & Bridge Fund	21,472	0	21,472
64	Social Services Fund	57,268	0	57,268
65	Workforce Development Fund	3,196	0	3,196
66	Head Start Fund	6,571	0	6,571
69	Fleet Services Fund	2,735	0	2,735
70	Library Fund	21,638	0	21,638
71	Benefit Plan Fund	476	0	476
72	Patrol Fund	31,625	0	31,625
73	Inmate Welfare Fund	1,189	0	1,189
75	Public Health Fund	16,484	0	16,484
76	Airport Fund	2,473	0	2,473
85	Community Development Fund	476	0	476
Total		$323,378	$0	$323,378

TRANSPORTATION & ENGINEERING

Nature and Extent of Services

Transportation & Engineering (T&E) provides a variety of public services related to transportation planning, traffic management, roadway/bridge design, storm drainage, and public infrastructure permitting and inspection. T&E is the civil engineering arm of the County and is responsible for planning, design, and construction of transportation and drainage facilities affecting the County roadway system. The division oversees safe and efficient movement of traffic on county roadways by providing appropriate traffic control devices. T&E also inspects road construction by developers in new sub-divisions, and street cuts by utilities for compliance to county standards and approved plans.

- Design: T&E Design Section completes surveys, acquires right-of-way, designs roadway improvements, bridge rehabilitation and replacement, sidewalk/path installation, drainage and other safety improvements. This section is also responsible for managing engineering consultants to design larger capital improvement projects.
- Transportation/Traffic: T&E Transportation/Traffic Section is responsible for transportation planning and traffic operation functions for the county's roadway system. System deficiencies, traffic safety operations evaluations and assessments are used in the planning and design of capital improvement projects. The section also addresses citizen concerns and maintains the county's traffic control devices including traffic signals, roadway markings, and signs. This section is generally supported by the R&B Fund.
- Constuction/Inspection: Construction/Inspection section provides both management and inspection for county roadway/bridge improvements in the Capital Improvement Program (CIP). T&E inspection staff also inspects public improvements required by Planning & Zoning (P&Z) for new land developments, erosion controls, and with utility street cuts. The Construction Engineering staff within this function is generally supported by specific fund projects. Costs associated with inspections performed for P&Z related projects are supported by permit fees and the General Fund.

TRANSPORTATION & ENGINEERING

Nature and Extent of Services Continued

The indirect costs for T&E are allocated to the receiving department/division's budgets. T&E includes the following ***functions***:

- ***Road & Bridge (R&B):*** Costs associated with working with the R&B Division are allocated directly to them.
- ***Project Related:*** Costs associated with specific division projects (e.g., Open Space, Rocky Mountain Metropolitan Airport) and specific fund projects are allocated based on the number of engineering hours by department/division or by specific project fund.
- ***Inspections:*** Costs associated with inspections performed are allocated 60% to Road & Bridge and 40% to Non-County.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:18 Transportation & Engineering - GF

Description		Amount	General Admin	Road & Bridge	Project Related	Inspections
Personnel Costs						
Salaries	S1	2,222,639	328,062	644,788	768,144	481,646
Salary % Split			*14.76%*	*29.01%*	*34.56%*	*21.67%*
Benefits	S	629,195	92,869	182,529	217,450	136,347
Subtotal - Personnel Costs		2,851,834	420,931	827,317	985,594	617,993
Services & Supplies Cost						
4261 General Supplies	S	48,784	7,201	14,152	16,860	10,571
4264 Books & Periodicals	S	808	119	234	279	175
4269 Equipment	S	2,977	439	864	1,029	645
43300 Prof & Tech Services	S	16,112	2,378	4,674	5,568	3,491
4341 Utilities	S	23,388	3,452	6,785	8,083	5,068
4343 Repairs & Maint	S	2,557	377	742	884	554
4344 Rent & Lease	S	8,306	1,226	2,410	2,871	1,800
4351 Misc Serv & Chrgs	S	3,225	476	936	1,115	699
4354 Adv & Pub	S	0	0	0	0	0
4356 Dues-Mtgs-Train	S	19,068	2,814	5,532	6,590	4,132
4358 Travel-Freight-Deliv	S	6,782	1,001	1,967	2,344	1,470
4385 Fin & Debt Services	D	3,490	0	0	0	0
45 Land & Capital	D	104,882	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0
4759 Indirect Costs	D	241,982	0	0	0	0
4757 IT Charges	D	126,783	0	0	0	0
4757 IT Tech Repl	S	13,085	1,931	3,796	4,522	2,836
4757 Fleet Charges	S	203,187	29,990	58,945	70,221	44,031
4757 Facility Charges	D	103,955	0	0	0	0
47 Insurance Tr's	S	20,199	2,981	5,860	6,981	4,377
426157 Paint Supplies	P	217,688	0	217,688	0	0
426174 Sign Maint	P	87,441	0	87,441	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:18 Transportation & Engineering - GF

Description		Amount	General Admin	Road & Bridge	Project Related	Inspections
434330 Equip Maint	P	144,463	0	144,463	0	0
Subtotal - Services & Supplies		1,399,162	54,385	556,489	127,347	79,849
Department Cost Total		4,250,996	475,316	1,383,806	1,112,941	697,842
Adjustments to Cost						
4385 Fin & Debt Services	D	(3,490)	0	0	0	0
45 Land & Capital	D	(104,882)	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0
4759 Indirect Costs	D	(241,982)	0	0	0	0
4757 IT Charges	D	(126,783)	0	0	0	0
4757 Facility Charges	D	(103,955)	0	0	0	0
Subtotal - Adjustments		(581,092)	0	0	0	0
Total Costs After Adjustments		3,669,904	475,316	1,383,806	1,112,941	697,842
General Admin Distribution			(475,316)	161,766	192,714	120,836
Grand Total		$3,669,905		$1,545,572	$1,305,655	$818,678

B. Incoming Costs - (Default Spread Salary%)

Dept:18 Transportation & Engineering - GF

	Department	First Incoming	Second Incoming	Road & Bridge	Project Related	Inspections
1	Courts & Admin Building (CAB)	$30,129	$0	$10,254	$12,216	$7,659
1	Central Shops Building	7,560	0	2,573	3,065	1,922
	Subtotal - Building Interest and Deprec	37,689	0	12,827	15,281	9,581
2	Equipment Depreciation	2,230	0	759	904	567
	Subtotal - Equipment Depreciation	2,230	0	759	904	567
3	County Administration	8,587	0	2,922	3,482	2,183
	Subtotal - County Administrator - GF	8,587	0	2,922	3,482	2,183
4	Countywide Intranet, Web & Emp Assis	3,448	0	1,173	1,398	877
	Subtotal - Public Information Office - Gl	3,448	0	1,173	1,398	877
5	Billable Legal Fees	32,132	0	10,936	13,028	8,169
5	Litigation Costs	116	0	39	47	29
	Subtotal - County Atty Admin - GF	32,248	0	10,975	13,075	8,198
8	Accounts Receivable	51	0	17	21	13
8	Accounts Payable	3,049	0	1,038	1,236	775
8	General Accounting	24,231	0	8,247	9,824	6,160
8	Payroll	3,794	0	1,291	1,538	965
8	Capital Assets	2,651	0	902	1,075	674
8	Audit	2,479	0	844	1,005	630
8	A-133 Fed. Compliance Audit	225	0	77	91	57
	Subtotal - Accounting - GF	36,480	0	12,415	14,791	9,274
9	Budget Analysis	3,516	0	1,197	1,426	894
9	Budget Issues	3,947	0	1,343	1,600	1,003
	Subtotal - Budget - GF	7,463	0	2,540	3,026	1,897
10	Recruitment	4,982	0	1,696	2,020	1,267
10	General HR	7,524	0	2,561	3,051	1,913
10	Terminations	1,478	0	503	599	376
10	Unemployment	2,014	0	685	817	512
10	Training	7,138	0	2,429	2,894	1,815

B. Incoming Costs - (Default Spread Salary%)

Dept:18 Transportation & Engineering - GF

	Department	First Incoming	Second Incoming	Road & Bridge	Project Related	Inspections
10	Background Checks	$261	$0	$89	$106	$66
10	Compensation Program	3,144	0	1,070	1,275	799
	Subtotal - Human Resources - GF	26,541	0	9,033	10,761	6,747
11	Purchase Orders	3,111	0	1,059	1,261	791
11	Contract Amendements & Renewals	9,194	0	3,129	3,728	2,337
11	Formal Bids/RFP's/PQ's	48,742	0	16,589	19,762	12,391
11	Purchasing Card Rebate	(546)	0	(186)	(221)	(139)
11	Countywide Programs	1,489	0	507	604	379
	Subtotal - Purchasing - GF	61,990	0	21,097	25,133	15,759
12	D&T Admin Supervision	24,560	0	8,359	9,958	6,244
	Subtotal - Development & Trans - GF	24,560	0	8,359	9,958	6,244
14	Board of County Commissioners	4,902	0	1,668	1,987	1,246
14	County Commissioner's Other	4,330	0	1,474	1,756	1,101
	Subtotal - Board of County Comm - GF	9,232	0	3,142	3,743	2,347
15	Banking	2,399	0	816	973	610
15	Investments - General Fund	866	0	295	351	220
	Subtotal - Treasurer - GF	3,265	0	1,111	1,324	830
17	Non-Divisional	2,944	0	1,002	1,194	748
	Subtotal - Non-Departmental - GF	2,944	0	1,002	1,194	748
19	Fac - Courts & Admin Bldg	0	70,167	23,880	28,449	17,838
19	Fac - Central Shop Bldg	0	12,919	4,397	5,238	3,284
	Subtotal - Facilities & Const Mgmt - GF	0	83,086	28,277	33,687	21,122
20	Amanda	0	42,236	14,374	17,124	10,737
20	Department Specific Services	0	20,073	6,832	8,138	5,103
20	EDMS	0	16,040	5,459	6,503	4,078
20	ERP	0	24,993	8,506	10,133	6,354
20	EMail	0	482	164	195	123
20	Network & Telecomm	0	24,174	8,227	9,801	6,146

B. Incoming Costs - (Default Spread Salary%)

Dept:18 Transportation & Engineering - GF

	Department	First Incoming	Second Incoming	Road & Bridge	Project Related	Inspections
20	GIS	$0	$11,005	$3,745	$4,462	$2,798
20	AV	0	3,044	1,036	1,234	774
20	File/Print Servers	0	674	229	273	171
20	Enterprise Web Apps	0	3,761	1,280	1,525	956
20	Customer Service	0	30,755	10,467	12,469	7,819
	Subtotal - IT Services - GF	0	177,237	60,320	71,860	45,058
21	Record Retrieval	0	10,422	3,547	4,226	2,650
21	Record Management	0	3,124	1,063	1,267	794
21	Record Storage	0	25,448	8,661	10,318	6,469
	Subtotal - Archives & Records - GF	0	38,994	13,271	15,810	9,913
23	Clerk to the Board	0	11,426	3,889	4,633	2,905
	Subtotal - C&R Clerk to the Board - GF	0	11,426	3,889	4,633	2,905
1	Courts & Admin Building (CAB)	0	148	50	60	38
1	Central Shops Building	0	37	13	15	9
	Subtotal - Building Interest and Deprec	0	185	63	75	47
3	County Administration	0	1,710	582	693	435
	Subtotal - County Administrator - GF	0	1,710	582	693	435
4	Countywide Intranet, Web & Emp Assis	0	338	115	137	86
	Subtotal - Public Information Office - G	0	338	115	137	86
5	Billable Legal Fees	0	4,296	1,462	1,742	1,092
5	Litigation Costs	0	14	5	6	4
	Subtotal - County Atty Admin - GF	0	4,310	1,467	1,747	1,096
8	Accounts Receivable	0	7	2	3	2
8	Accounts Payable	0	457	156	185	116
8	General Accounting	0	3,694	1,257	1,498	939
8	Payroll	0	562	191	228	143
8	Capital Assets	0	359	122	146	91
8	Audit	0	0	0	0	0

B. Incoming Costs - (Default Spread Salary%)

Dept:18 Transportation & Engineering - GF

	Department	First Incoming	Second Incoming	Road & Bridge	Project Related	Inspections
8	A-133 Fed. Compliance Audit	$0	$0	$0	$0	$0
	Subtotal - Accounting - GF	0	5,079	1,729	2,059	1,291
9	Budget Analysis	0	383	130	155	97
9	Budget Issues	0	431	147	175	110
	Subtotal - Budget - GF	0	814	277	330	207
10	Recruitment	0	709	241	287	180
10	General HR	0	1,067	363	433	271
10	Terminations	0	208	71	84	53
10	Unemployment	0	289	98	117	73
10	Training	0	815	277	330	207
10	Background Checks	0	0	0	0	0
10	Compensation Program	0	437	149	177	111
	Subtotal - Human Resources - GF	0	3,525	1,200	1,429	896
11	Purchase Orders	0	302	103	122	77
11	Contract Amendements & Renewals	0	927	315	376	236
11	Formal Bids/RFP's/PQ's	0	4,670	1,589	1,893	1,187
11	Purchasing Card Rebate	0	0	0	0	0
11	Countywide Programs	0	146	50	59	37
	Subtotal - Purchasing - GF	0	6,045	2,057	2,451	1,537
12	D&T Admin Supervision	0	1,554	529	630	395
	Subtotal - Development & Trans - GF	0	1,554	529	630	395
14	Board of County Commissioners	0	919	313	373	234
14	County Commissioner's Other	0	806	274	327	205
	Subtotal - Board of County Comm - GF	0	1,725	587	699	439
15	Banking	0	295	100	120	75
15	Investments - General Fund	0	114	39	46	29
	Subtotal - Treasurer - GF	0	409	139	166	104
17	Non-Divisional	0	1,217	414	493	309
	Subtotal - Non-Departmental - GF	0	1,217	414	493	309
Total Incoming		256,677	337,654	202,271	240,968	151,093
				40.99%	36.27%	22.74%
C. Total Allocated			$4,264,236	$1,747,843	$1,546,622	$969,771

Jefferson County,Colorado
Full Cost Allocation Plan

Road & Bridge Allocations

Dept:18 Transportation & Engineering - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
63 Road & Bridge Fund	100	100.00%	$1,632,928	$(653,676)	$979,252	$114,915	$1,094,167
Subtotal	100	100.00%	1,632,928	(653,676)	979,252	114,915	1,094,167
Direct Bills					653,676		653,676
Total					$1,632,928		$1,747,843

Basis Units: 100% allocation to Road & Bridge
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Project Related Allocations

Dept:18 Transportation & Engineering - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	15.00	0.10%	$1,382	$0	$1,382	$0	$1,382
19	Facilities & Const Mgmt - GF	64.00	0.42%	5,898	0	5,898	573	6,471
41	JCSO Executive - GF	190.00	1.24%	17,510	(8,570)	8,940	1,702	10,642
49	Open Space Fund	577.50	3.78%	53,221	(28,589)	24,632	5,173	29,806
58	So Plains Traffic Impact Fund	1,348.25	8.81%	124,252	(84,496)	39,757	12,078	51,835
60	Central Traffic Impact Fund	1,814.00	11.86%	167,175	(104,924)	62,251	16,250	78,501
61	North Mtns Traffic Impact Fund	566.00	3.70%	52,162	(32,174)	19,988	5,070	25,058
63	Road & Bridge Fund	2,690.25	17.59%	247,929	(154,575)	93,354	24,100	117,454
76	Airport Fund	527.50	3.45%	48,614	(24,974)	23,640	4,726	28,365
82	SE Sales Tax-Capital Fund	3,775.75	24.68%	347,967	(239,317)	108,650	33,825	142,475
87	Non-County	3,728.50	24.37%	343,612	0	343,612	33,401	377,014
Subtotal		15,296.75	100.00%	1,409,723	(677,619)	732,103	136,900	869,003
Direct Bills						677,619		677,619
Total						$1,409,723		$1,546,622

Basis Units: Engineering Hrs by Dept/Div
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Inspections Allocations **Dept:18 Transportation & Engineering - GF**

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
63 Road & Bridge Fund	60	60.00%	$530,359	$0	$530,359	$51,504	$581,863
87 Non-County	40	40.00%	353,573	0	353,573	34,336	387,909
Subtotal	100	100.00%	883,932	0	883,932	85,840	969,771
Direct Bills					0		0
Total					$883,932		$969,771

Basis Units: 60% allocation to Road & Bridge, 40% to Other
Source:

Allocation Summary

Dept:18 Transportation & Engineering - GF

	Department	Road & Bridge	Project Related	Inspections	Total
0	Direct Billed	$653,676	$677,619	$0	$1,331,295
3	County Administrator - GF	0	1,382	0	1,382
19	Facilities & Const Mgmt - GF	0	6,471	0	6,471
41	JCSO Executive - GF	0	10,642	0	10,642
49	Open Space Fund	0	29,806	0	29,806
58	So Plains Traffic Impact Fund	0	51,835	0	51,835
60	Central Traffic Impact Fund	0	78,501	0	78,501
61	North Mtns Traffic Impact Fund	0	25,058	0	25,058
63	Road & Bridge Fund	1,094,167	117,454	581,863	1,793,483
76	Airport Fund	0	28,365	0	28,365
82	SE Sales Tax-Capital Fund	0	142,475	0	142,475
87	Non-County	0	377,014	387,909	764,922
Total		$1,747,843	$1,546,622	$969,771	$4,264,236

FACILITIES & CONSTRUCTION MANAGEMENT

Nature and Extent of Services

Facilities & Construction Management (FACM) provides facility maintenance services for the Jefferson County buildings and grounds. FACM is actively responsible 24 hours per day 7 days per week for over 40 separate sites, which includes 50 primary buildings, 4 leased facilities, as well as miscellaneous cell towers and vacant land. FACM is responsible for the buildings listed and the items listed in the buildings.

- Courts and Administration Building (CAB): Heat and power, water and sanitation, storm water, trash removal, recycling, heating/ventilation/air conditioning (HVAC) systems, electrical systems, plumbing, building interior, building exterior, fire systems, grease hoods/traps, generator, exercise equipment, conveyance systems, security, janitorial services, hardscape services, landscape services, snow removal and conference rooms (including telephone service).
- Human Services (HS) Building: Heat and power, water and sanitation, storm water, trash removal, recycling, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, generator, conveyance systems, security, janitorial services, hardscape services, landscape services and snow removal.
- Dakota Building: Heat and power, water and sanitation, storm water, trash removal, recycling, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, generator, conveyance systems, security, janitorial services, hardscape services, landscape services, and snow removal.
- District Attorney (DA) Building: Heat and power, water and sanitation, storm water, trash removal, recycling, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, conveyance systems, security, janitorial services, hardscape services, landscape services, and snow removal.
- Open Space (OS) Building: Heat and power, water and sanitation, storm water, trash removal, recycling, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, conveyance systems, security, janitorial services, hardscape services, landscape services, and snow removal.

FACILITIES & CONSTRUCTION MANAGEMENT

Nature and Extent of Services Continued

- Remington Building: Heat and power, water and sanitation, storm water, trash removal, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, conveyance systems, security, janitorial services, hardscape services, landscape services, snow removal, and conference rooms (including telephone service).
- Laramie Building: Heat and power, water and sanitation, storm water, trash removal, recycling, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, generator, conveyance systems, security, janitorial services, hardscape services, landscape services, snow removal and conference rooms (including telephone service).
- Fairgrounds Complex: Heat and power, water and sanitation, storm water, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, janitorial services, and hardscape services.
- Evergreen Service Center Building (Motor Vehicle and Sheriff's Office): Heat and power, water and sanitation, trash removal, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, security, janitorial services hardscape services, landscape services and snow removal.
- South Service Center Building: Heat and power, water and sanitation, storm water, trash removal, HVAC systems, electrical systems, plumbing, fire systems, generator, exercise equipment, security, janitorial services, hardscape services, landscape services, snow removal and conference rooms (including telephone service).
- Central Shops (Road & Bridge Golden): Heat and power, water and sanitation, storm water, trash removal, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, security and janitorial services.
- Government Campus: Heat and power, water and sanitation, storm water, trash removal, recycling, electrical systems, hardscape services, landscape services and snow removal.

FACILITIES & CONSTRUCTION MANAGEMENT

Nature and Extent of Services Continued

- Open Space Shop Building: Heat and power, water and sanitation, storm water, trash removal, recycling, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, security, janitorial services, and hardscape services.
- Sheriff's Office Detention Center (Exterior Only): Trash removal, recycling, electrical systems, hardscape services, landscape services and snow removal.
- Road & Bridge South Shops: Heat and power, water and sanitation, storm water, trash removal, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems and janitorial services.
- Road & Bridge Evergreen Shops: Heat and power, water and sanitation, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, security and janitorial services.
- Road & Bridge Critchell Shops: Heat and power, HVAC systems, electrical systems, septic systems, well, plumbing, building interior, building exterior.
- Road & Bridge Golden Gate Shops: Heat and power, HVAC systems, electrical systems, plumbing, building interior and building exterior.
- Road & Bridge Indian Hills Shops: Heat and power, water and sanitation, HVAC systems, electrical systems, septic systems, plumbing, building interior and building exterior.
- Road & Bridge Lookout Mountain Shops: Heat and power, HVAC systems, electrical systems, septic systems, wells, plumbing, building interior and building exterior.
- Road & Bridge Shaffers Shops: Heat and power, HVAC systems, electrical systems, septic systems, wells, plumbing, building interior and building exterior.
- Shaffers Crossing House: Heat and power, HVAC systems, electrical systems, plumbing, building interior and building exterior.
- Road & Bridge Coal Creek Shops: Heat and power, HVAC systems, electrical systems, septic systems, wells, plumbing, building interior and building exterior.

FACILITIES & CONSTRUCTION MANAGEMENT

Nature and Extent of Services Continued

- Road & Bridge Buffalo Creek Shops: Heat and power, HVAC systems, electrical systems, plumbing, building interior and building exterior.
- Public Health Lakewood Clinic: Storm water, trash removal, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, hardscape services and landscape services.
- Public Health Climax Building: Heat and power, water and sanitation, trash removal, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, hardscape services, landscape services and snow removal.
- Public Health Edgewater (lease): HVAC systems, electrical systems, plumbing, building interior, building exterior and fire systems.
- Public Health Arvada (lease): Trash removal, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, and security.
- Motor Vehicle Arvada (lease): Heat and power, trash removal, building interior, fires systems, security and janitorial services.
- Motor Vehicle Lakewood (lease): Heat and power, building interior, building exterior, fire systems and janitorial services.
- Boettcher Mansion (full service): HVAC systems, electrical systems, septic systems plumbing, building interior, building exterior and fire systems.
- New York Building: Heat and power, water and sanitation, storm water, trash removal, HVAC systems, electrical systems, plumbing, building exterior, fire systems, hardscape services and snow removal.
- Rooney Landfill: Heat and power, HVAC systems, electrical systems and hardscape systems.
- Radio Tower Lookout Mountain: Heat and power, HVAC systems and electrical systems.
- Radio Tower Rampart Range: Heat and power.

FACILITIES & CONSTRUCTION MANAGEMENT

Nature and Extent of Services Continued

- Radio Tower Smokey Hill: Heat and power.
- Unallocated Properties: Heat and power and water and sanitation.
- Head Start Wheat Ridge: None.
- Parfet Building: Heat and power, water and sanitation, storm water, trash removal, HVAC systems, electrical systems, plumbing, building interior, building exterior, fire systems, generator, exercise equipment, conveyance systems, security, janitorial services, hardscape services, landscape services, snow removal and conference rooms (including phone services).
- Foothills Animal Shelter: Only on request.
- Open Space Parks: Only on request.
- Arvada Head Start: Only on request.

The indirect costs for these functions will be allocated to the receiving department/division's budget. The Facilities and Construction Management Division includes the following ***functions***:

- ***Courts and Administration Building:*** Costs related to the CAB are allocated to the occupants of the building by square footage per occupant.
- ***Human Services Building:*** Costs related to the HS building are allocated to the occupants of the building by square footage per occupant.
- ***Dakota Building:*** Costs related to the Dakota building are allocated to the occupants of the building by square footage per occupant.
- ***District Attorney Building:*** Costs related to the DA building are allocated to the occupants of the building by square footage per occupant.

FACILITIES & CONSTRUCTION MANAGEMENT

Nature and Extent of Services Continued

- ***Open Space Building:*** Costs related to the OS building are allocated to the occupants of the building by square footage per occupant.
- ***Remington Building:*** Costs related to the Remington building are allocated to the occupants of the building by square footage per occupant.
- ***Laramie Building:*** Costs related to the Laramie building are allocated to the occupants of the building by square footage per occupant.
- ***Fairgrounds Building:*** Costs related to the Fairgrounds building are allocated to the occupants of the building by square footage per occupant.
- ***Evergreen Service Center Building:*** Costs related to the Evergreen Service Center building are allocated to the occupants of the building by square footage per occupant.
- ***South Service Center Building:*** Costs related to the South Service Center building are allocated to the occupants of the building by square footage per occupant.
- ***Central Shop Building:*** Costs related to the Central Shop building are allocated to the occupants of the building by square footage per occupant.
- ***Single Occupant Buildings – Services and Supplies***: Service and supply costs related to a single department/division occupying a building are charged at 100% and are allocated to that department/division based on the actual costs incurred for the building.
- ***Single Occupant Buildings – Salaries and Benefits:*** Salary and benefit costs related to buildings that can be charged at 100% to a department/division are allocated to that department/division based on the actual hours incurred for the building.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:19 Facilities & Const Mgmt - GF

Description		Amount	General Admin	Fac - Courts & Admin Bldg	Fac - HS Bldg	Fac - Dakota Bldg	Fac - DA Bldg	Fac - OS Bldg	Fac - Remington Bldg	Fac - Laramie Bldg
Personnel Costs										
Salaries	S1	2,655,444	0	1,130,309	252,242	131,697	157,983	150,018	82,045	317,825
Salary % Split			*.00%*	*42.57%*	*9.50%*	*4.96%*	*5.95%*	*5.65%*	*3.09%*	*11.97%*
Benefits	S	925,016	0	393,740	87,868	45,876	55,033	52,258	28,580	110,713
Subtotal - Personnel Costs		3,580,460	0	1,524,049	340,110	177,573	213,016	202,276	110,625	428,538
Services & Supplies Cost										
4261 General Supplies	P	405,170	50,406	146,289	33,252	8,827	12,669	15,058	10,891	26,298
4262 Energy Supplies	P	1,685,002	0	595,470	163,942	70,623	68,281	68,477	49,851	208,469
4264 Books & Periodicals	S	1,390	0	592	132	69	83	79	43	166
4269 Equipment	P	15,293	15,293	0	0	0	0	0	0	0
43300 Prof & Tech Serv	P	48,194	2,542	17,963	541	541	957	405	2,455	1,880
4241 Utilities	P	326,203	54,254	59,055	20,025	4,722	5,719	151	4,485	11,966
4343 Repairs & maint	P	1,512,824	87,148	590,174	130,127	60,225	82,372	61,798	67,257	148,195
4344 Rent & Lease	P	165,963	30,671	0	0	0	0	0	74	0
4351 Misc Serv & Charges	P	1,649	1,649	0	0	0	0	0	0	0
4354 Adv & Pub	P	102	102	0	0	0	0	0	0	0
4356 Dues - Mtgs - Train	P	7,800	7,800	0	0	0	0	0	0	0
4358 Travel-Freight-Deliv	S	0	0	0	0	0	0	0	0	0
4379 Depreciation	P	196,459	16,531	34,719	69,421	0	9,558	0	0	10,402
475730 Facility Charges	S	0	0	0	0	0	0	0	0	0
47 Insurance Tr's	P	28,387	28,387	0	0	0	0	0	0	0
47 Interdepartmental	P	1,578,064	14,213	0	0	0	0	0	0	1,563,851
4757 Direct Charges	P	1,357	0	0	0	0	0	0	0	1,357
4757 Fleet Charges	P	222,710	222,710	0	0	0	0	0	0	0
475735 ITS Charges	D	196,112	0	0	0	0	0	0	0	0
475754 IT Tech Repl	P	23,049	23,049	0	0	0	0	0	0	0
4759 Indirect Costs	D	462,511	0	0	0	0	0	0	0	0
Insurance Reimbursements	P	(60,090)	0	(60,090)	0	0	0	0	0	0
Energy Sales	P	(41,658)	0	0	(1,965)	0	0	0	0	(10,484)

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:19 Facilities & Const Mgmt - GF

Description		Amount	General Admin	Fac - Courts & Admin Bldg	Fac - HS Bldg	Fac - Dakota Bldg	Fac - DA Bldg	Fac - OS Bldg	Fac - Remington Bldg	Fac - Laramie Bldg
ID Badges	P	(180)	(180)	0	0	0	0	0	0	0
Water Overpayment	P	(77,661)	0	0	(77,661)	0	0	0	0	0
Cell Tower Lease Rev	P	(47,525)	(47,525)	0	0	0	0	0	0	0
Major Maintenance	P	206,360	27,704	602	33,033	85,604	9,006	2,828	0	0
478750 Tr'd Assets	D	2,501,925	0	0	0	0	0	0	0	0
NY Bldg Rent Rev	P	(196,095)	(196,095)	0	0	0	0	0	0	0
Laramie Bldg Rent Rev	P	(91,788)	0	0	0	0	0	0	0	(91,788)
Subtotal - Services & Supplies		9,071,527	338,659	1,384,774	370,847	230,611	188,645	148,796	135,056	1,870,312
Department Cost Total		12,651,987	338,659	2,908,823	710,957	408,184	401,661	351,072	245,681	2,298,850
Adjustments to Cost										
475735 ITS Charges	D	(196,112)	0	0	0	0	0	0	0	0
4759 Indirect Costs	D	(462,511)	0	0	0	0	0	0	0	0
478750 Tr'd Assets	D	(2,501,925)	0	0	0	0	0	0	0	0
Subtotal - Adjustments		(3,160,548)	0	0	0	0	0	0	0	0
Total Costs After Adjustments		9,491,439	338,659	2,908,823	710,957	408,184	401,661	351,072	245,681	2,298,850
General Admin Distribution			(338,659)	144,153	32,169	16,796	20,148	19,132	10,464	40,533
Grand Total		$9,491,438		$3,052,976	$743,126	$424,980	$421,809	$370,204	$256,145	$2,339,383

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:19 Facilities & Const Mgmt - GF

Description		Amount	Fac - Fairgrounds Bldg	Fac - Evergreen Serv Cntr	Fac - South Service Cntr Bldg	Fac - Central Shop Bldg	Fac - Single Occupant Bldg-	Fac - Single Occupant Bldg - S&B
Personnel Costs								
Salaries	S1	2,655,444	39,031	18,055	33,721	57,086	0	285,432
Salary % Split			*1.47%*	*.68%*	*1.27%*	*2.15%*	*.00%*	*10.75%*
Benefits	S	925,016	13,596	6,289	11,747	19,886	0	99,429
Subtotal - Personnel Costs		3,580,460	52,627	24,344	45,468	76,972	0	384,861
Services & Supplies Cost								
4261 General Supplies	P	405,170	6,797	254	0	0	94,429	0
4262 Energy Supplies	P	1,685,002	85,889	10,124	0	0	363,875	0
4264 Books & Periodicals	S	1,390	20	9	18	30	0	149
4269 Equipment	P	15,293	0	0	0	0	0	0
43300 Prof & Tech Serv	P	48,194	1,755	1,582	0	0	17,573	0
4241 Utilities	P	326,203	51,522	922	0	0	113,383	0
4343 Repairs & maint	P	1,512,824	18,278	16,296	0	0	250,954	0
4344 Rent & Lease	P	165,963	0	0	0	0	135,218	0
4351 Misc Serv & Charges	P	1,649	0	0	0	0	0	0
4354 Adv & Pub	P	102	0	0	0	0	0	0
4356 Dues - Mtgs - Train	P	7,800	0	0	0	0	0	0
4358 Travel-Freight-Deliv	S	0	0	0	0	0	0	0
4379 Depreciation	P	196,459	0	0	0	4,031	51,797	0
475730 Facility Charges	S	0	0	0	0	0	0	0
47 Insurance Tr's	P	28,387	0	0	0	0	0	0
47 Interdepartmental	P	1,578,064	0	0	0	0	0	0
4757 Direct Charges	P	1,357	0	0	0	0	0	0
4757 Fleet Charges	P	222,710	0	0	0	0	0	0
475735 ITS Charges	D	196,112	0	0	0	0	0	0
475754 IT Tech Repl	P	23,049	0	0	0	0	0	0
4759 Indirect Costs	D	462,511	0	0	0	0	0	0
Insurance Reimbursements	P	(60,090)	0	0	0	0	0	0
Energy Sales	P	(41,658)	(12,265)	0	(7,958)	0	(8,986)	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:19 Facilities & Const Mgmt - GF

Description		Amount	Fac - Fairgrounds Bldg	Fac - Evergreen Serv Cntr	Fac - South Service Cntr Bldg	Fac - Central Shop Bldg	Fac - Single Occupant Bldg-	Fac - Single Occupant Bldg - S&B
ID Badges	P	(180)	0	0	0	0	0	0
Water Overpayment	P	(77,661)	0	0	0	0	0	0
Cell Tower Lease Rev	P	(47,525)	0	0	0	0	0	0
Major Maintenance	P	206,360	0	0	0	0	47,583	0
478750 Tr'd Assets	D	2,501,925	0	0	0	0	0	0
NY Bldg Rent Rev	P	(196,095)	0	0	0	0	0	0
Laramie Bldg Rent Rev	P	(91,788)	0	0	0	0	0	0
Subtotal - Services & Supplies		9,071,527	151,996	29,187	(7,940)	4,061	1,065,826	149
Department Cost Total		12,651,987	204,623	53,531	37,528	81,033	1,065,826	385,010
Adjustments to Cost								
475735 ITS Charges	D	(196,112)	0	0	0	0	0	0
4759 Indirect Costs	D	(462,511)	0	0	0	0	0	0
478750 Tr'd Assets	D	(2,501,925)	0	0	0	0	0	0
Subtotal - Adjustments		(3,160,548)	0	0	0	0	0	0
Total Costs After Adjustments		9,491,439	204,623	53,531	37,528	81,033	1,065,826	385,010
General Admin Distribution			4,978	2,303	4,301	7,280	0	36,402
Grand Total		$9,491,438	$209,601	$55,834	$41,829	$88,313	$1,065,826	$421,412

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:19 Facilities & Const Mgmt - GF

	Department	First Incoming	Second Incoming	Fac - Courts & Admin Bldg	Fac - HS Bldg	Fac - Dakota Bldg	Fac - DA Bldg	Fac - OS Bldg	Fac - Remington Bldg	Fac - Laramie Bldg	Fac - Fairgrounds Bldg
1	Courts & Admin Building (CAB)	$20,525	$0	$8,737	$1,950	$1,018	$1,221	$1,160	$634	$2,457	$302
1	Dakota Bldg *	4,909	0	0	0	4,909	0	0	0	0	0
1	DA Building *	642	0	0	0	0	642	0	0	0	0
1	OS Building *	28,403	0	0	0	0	0	28,403	0	0	0
1	Remington Building *	941	0	0	0	0	0	0	941	0	0
1	Laramie Building *	12,485	0	0	0	0	0	0	0	12,485	0
1	South Service Center Building	385	0	164	37	19	23	22	12	46	6
1	Central Shops Building	4,662	0	1,984	443	231	277	263	144	558	69
	Subtotal - Building Interest and Deprec	72,952	0	10,885	2,429	6,177	2,163	29,848	1,731	15,546	376
3	County Administration	13,493	0	5,743	1,282	669	803	762	417	1,615	198
3	Deputy County Administrator Supervisi	8,616	0	3,667	818	427	513	487	266	1,031	127
	Subtotal - County Administrator - GF	22,109	0	9,411	2,100	1,096	1,315	1,249	683	2,646	325
4	Countywide Intranet, Web & Emp Assis	5,418	0	2,306	515	269	322	306	167	648	80
	Subtotal - Public Information Office - G	5,418	0	2,306	515	269	322	306	167	648	80
5	Billable Legal Fees	54,234	0	23,085	5,152	2,690	3,227	3,064	1,676	6,491	797
5	Litigation Costs	39	0	17	4	2	2	2	1	5	1
	Subtotal - County Atty Admin - GF	54,273	0	23,102	5,155	2,692	3,229	3,066	1,677	6,496	798
6	Administrative Services Supervision	67,577	0	28,765	6,419	3,351	4,020	3,818	2,088	8,088	993
	Subtotal - Admin Services - GF	67,577	0	28,765	6,419	3,351	4,020	3,818	2,088	8,088	993
8	Accounts Receivable	938	0	399	89	47	56	53	29	112	14
8	Accounts Payable	15,794	0	6,723	1,500	783	940	892	488	1,890	232
8	General Accounting	30,323	0	12,907	2,880	1,504	1,804	1,713	937	3,629	446
8	Payroll	4,426	0	1,884	420	220	263	250	137	530	65
8	Capital Assets	4,174	0	1,777	396	207	248	236	129	500	61
8	Audit	5,081	0	2,163	483	252	302	287	157	608	75
8	A-133 Fed. Compliance Audit	270	0	115	26	13	16	15	8	32	4
	Subtotal - Accounting - GF	61,006	0	25,968	5,795	3,026	3,629	3,447	1,885	7,302	897
9	Budget Analysis	8,149	0	3,469	774	404	485	460	252	975	120
9	Budget Issues	6,202	0	2,640	589	308	369	350	192	742	91

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:19 Facilities & Const Mgmt - GF

	Department	First Incoming	Second Incoming	Fac - Courts & Admin Bldg	Fac - HS Bldg	Fac - Dakota Bldg	Fac - DA Bldg	Fac - OS Bldg	Fac - Remington Bldg	Fac - Laramie Bldg	Fac - Fairgrounds Bldg
	Subtotal - Budget - GF	$14,351	$0	$6,109	$1,363	$712	$854	$811	$443	$1,718	$211
10	Recruitment	1,661	0	707	158	82	99	94	51	199	24
10	General HR	10,430	0	4,440	991	517	621	589	322	1,248	153
10	Terminations	554	0	236	53	27	33	31	17	66	8
10	Training	1,449	0	617	138	72	86	82	45	173	21
10	Background Checks	28	0	12	3	1	2	2	1	3	0
10	Compensation Program	4,940	0	2,103	469	245	294	279	153	591	73
	Subtotal - Human Resources - GF	19,062	0	8,114	1,811	945	1,134	1,077	589	2,281	280
11	Purchase Orders	13,293	0	5,658	1,263	659	791	751	411	1,591	195
11	Contract Amendements & Renewals	43,344	0	18,450	4,117	2,150	2,579	2,449	1,339	5,188	637
11	Formal Bids/RFP's/PQ's	35,915	0	15,287	3,412	1,781	2,137	2,029	1,110	4,299	528
11	Purchasing Card Rebate	(4,111)	0	(1,750)	(391)	(204)	(245)	(232)	(127)	(492)	(60)
11	Countywide Programs	2,339	0	996	222	116	139	132	72	280	34
	Subtotal - Purchasing - GF	90,780	0	38,641	8,623	4,502	5,401	5,129	2,805	10,865	1,334
14	Board of County Commissioners	7,703	0	3,279	732	382	458	435	238	922	113
14	County Commissioner's Other	10,035	0	4,271	953	498	597	567	310	1,201	147
	Subtotal - Board of County Comm - GF	17,738	0	7,550	1,685	880	1,055	1,002	548	2,123	261
15	Banking	5,560	0	2,367	528	276	331	314	172	665	82
15	Investments - Fund Specific	823	0	350	78	41	49	46	25	99	12
	Subtotal - Treasurer - GF	6,383	0	2,717	606	317	380	361	197	764	94
17	Non-Divisional	4,626	0	1,969	439	229	275	261	143	554	68
	Subtotal - Non-Departmental - GF	4,626	0	1,969	439	229	275	261	143	554	68
18	Project Related	5,898	0	2,511	560	293	351	333	182	706	87
	Subtotal - Transportation & Engineering	5,898	0	2,511	560	293	351	333	182	706	87
19	Fac - Courts & Admin Bldg	0	47,801	20,347	4,541	2,371	2,844	2,700	1,477	5,721	703
19	Fac - Dakota Bldg *	0	29,735	0	0	29,735	0	0	0	0	0
19	Fac - DA Bldg *	0	2,193	0	0	0	2,193	0	0	0	0
19	Fac - OS Bldg *	0	111,534	0	0	0	0	111,534	0	0	0

B. Incoming Costs - (Default Spread Salary%)

Dept:19 Facilities & Const Mgmt - GF

	Department	First Incoming	Second Incoming	Fac - Courts & Admin Bldg	Fac - HS Bldg	Fac - Dakota Bldg	Fac - DA Bldg	Fac - OS Bldg	Fac - Remington Bldg	Fac - Laramie Bldg	Fac - Fairgrounds Bldg
19	Fac - Remington Bldg *	$0	$1,563	$0	$0	$0	$0	$0	$1,563	$0	$0
19	Fac - Laramie Bldg *	0	41,299	0	0	0	0	0	0	41,299	0
19	Fac - South Service Cntr Bldg *	0	178	0	0	0	0	0	0	0	0
19	Fac - Central Shop Bldg *	0	7,967	0	0	0	0	0	0	0	0
19	Fac - Single Occupant Bldg- Serv&Sup	0	6,242	2,657	593	310	371	353	193	747	92
	Subtotal - Facilities & Const Mgmt - GF	0	248,512	23,004	5,134	32,415	5,408	114,587	3,233	47,767	794
20	Department Specific Services	0	753	321	72	37	45	43	23	90	11
20	EDMS	0	25,206	10,729	2,394	1,250	1,500	1,424	779	3,017	370
20	ERP	0	39,274	16,717	3,731	1,948	2,337	2,219	1,213	4,701	577
20	EMail	0	758	323	72	38	45	43	23	91	11
20	Network & Telecomm	0	37,987	16,169	3,608	1,884	2,260	2,146	1,174	4,547	558
20	GIS	0	17,294	7,361	1,643	858	1,029	977	534	2,070	254
20	AV	0	4,783	2,036	454	237	285	270	148	572	70
20	File/Print Servers	0	1,059	451	101	53	63	60	33	127	16
20	Enterprise Web Apps	0	5,910	2,516	561	293	352	334	183	707	87
20	Customer Service	0	48,330	20,572	4,591	2,397	2,875	2,730	1,493	5,785	710
	Subtotal - IT Services - GF	0	181,354	77,195	17,227	8,994	10,789	10,246	5,603	21,706	2,666
21	Record Retrieval	0	3,185	1,356	303	158	189	180	98	381	47
21	Record Management	0	4,909	2,090	466	243	292	277	152	588	72
21	Record Storage	0	17,903	7,621	1,701	888	1,065	1,011	553	2,143	263
	Subtotal - Archives & Records - GF	0	25,997	11,066	2,469	1,289	1,547	1,469	803	3,112	382
23	Clerk to the Board	0	9,772	4,160	928	485	581	552	302	1,170	144
	Subtotal - C&R Clerk to the Board - GF	0	9,772	4,160	928	485	581	552	302	1,170	144
1	Courts & Admin Building (CAB)	0	101	43	10	5	6	6	3	12	1
1	Dakota Bldg *	0	24	0	0	24	0	0	0	0	0
1	DA Building *	0	3	0	0	0	3	0	0	0	0
1	OS Building *	0	140	0	0	0	0	140	0	0	0
1	Remington Building *	0	5	0	0	0	0	0	5	0	0
1	Laramie Building *	0	61	0	0	0	0	0	0	61	0
1	South Service Center Building	0	2	1	0	0	0	0	0	0	0
1	Central Shops Building	0	23	10	2	1	1	1	1	3	0

B. Incoming Costs - (Default Spread Salary%)

Dept:19 Facilities & Const Mgmt - GF

	Department	First Incoming	Second Incoming	Fac - Courts & Admin Bldg	Fac - HS Bldg	Fac - Dakota Bldg	Fac - DA Bldg	Fac - OS Bldg	Fac - Remington Bldg	Fac - Laramie Bldg	Fac - Fairgrounds Bldg
	Subtotal - Building Interest and Deprec	$0	$359	$54	$12	$30	$10	$147	$9	$76	$2
3	County Administration	0	2,686	1,143	255	133	160	152	83	321	39
3	Deputy County Administrator Supervisi	0	1,712	729	163	85	102	97	53	205	25
	Subtotal - County Administrator - GF	0	4,398	1,872	418	218	262	248	136	526	65
4	Countywide Intranet, Web & Emp Assis	0	531	226	50	26	32	30	16	64	8
	Subtotal - Public Information Office - G	0	531	226	50	26	32	30	16	64	8
5	Billable Legal Fees	0	7,251	3,086	689	360	431	410	224	868	107
5	Litigation Costs	0	5	2	0	0	0	0	0	1	0
	Subtotal - County Atty Admin - GF	0	7,256	3,089	689	360	432	410	224	868	107
6	Administrative Services Supervision	0	7,723	3,287	734	383	459	436	239	924	114
	Subtotal - Admin Services - GF	0	7,723	3,287	734	383	459	436	239	924	114
8	Accounts Receivable	0	136	58	13	7	8	8	4	16	2
8	Accounts Payable	0	2,367	1,008	225	117	141	134	73	283	35
8	General Accounting	0	4,623	1,968	439	229	275	261	143	553	68
8	Payroll	0	656	279	62	33	39	37	20	79	10
8	Capital Assets	0	565	240	54	28	34	32	17	68	8
8	Audit	0	0	0	0	0	0	0	0	0	0
8	A-133 Fed. Compliance Audit	0	0	0	0	0	0	0	0	0	0
	Subtotal - Accounting - GF	0	8,347	3,553	793	414	497	472	258	999	123
9	Budget Analysis	0	887	378	84	44	53	50	27	106	13
9	Budget Issues	0	677	288	64	34	40	38	21	81	10
	Subtotal - Budget - GF	0	1,564	666	149	78	93	88	48	187	23
10	Recruitment	0	236	100	22	12	14	13	7	28	3
10	General HR	0	1,479	630	140	73	88	84	46	177	22
10	Terminations	0	78	33	7	4	5	4	2	9	1
10	Training	0	165	70	16	8	10	9	5	20	2
10	Background Checks	0	0	0	0	0	0	0	0	0	0
10	Compensation Program	0	687	292	65	34	41	39	21	82	10

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:19 Facilities & Const Mgmt - GF

	Department	First Incoming	Second Incoming	Fac - Courts & Admin Bldg	Fac - HS Bldg	Fac - Dakota Bldg	Fac - DA Bldg	Fac - OS Bldg	Fac - Remington Bldg	Fac - Laramie Bldg	Fac - Fairgrounds Bldg
	Subtotal - Human Resources - GF	$0	$2,645	$1,126	$251	$131	$157	$149	$82	$317	$39
11	Purchase Orders	0	1,289	549	122	64	77	73	40	154	19
11	Contract Amendements & Renewals	0	4,369	1,860	415	217	260	247	135	523	64
11	Formal Bids/RFP's/PQ's	0	3,441	1,465	327	171	205	194	106	412	51
11	Purchasing Card Rebate	0	0	0	0	0	0	0	0	0	0
11	Countywide Programs	0	229	97	22	11	14	13	7	27	3
	Subtotal - Purchasing - GF	0	9,328	3,971	886	463	555	527	288	1,116	137
14	Board of County Commissioners	0	1,444	615	137	72	86	82	45	173	21
14	County Commissioner's Other	0	1,868	795	177	93	111	106	58	224	27
	Subtotal - Board of County Comm - GF	0	3,312	1,410	315	164	197	187	102	396	49
15	Banking	0	683	291	65	34	41	39	21	82	10
15	Investments - Fund Specific	0	97	41	9	5	6	5	3	12	1
	Subtotal - Treasurer - GF	0	780	332	74	39	46	44	24	93	11
17	Non-Divisional	0	1,913	814	182	95	114	108	59	229	28
	Subtotal - Non-Departmental - GF	0	1,913	814	182	95	114	108	59	229	28
18	Project Related	0	573	244	54	28	34	32	18	69	8
	Subtotal - Transportation & Engineering	0	573	244	54	28	34	32	18	69	8
Total Incoming		442,173	514,364	304,113	67,866	70,101	45,344	180,440	24,583	139,357	10,501
				32.13%	7.76%	4.74%	4.47%	5.27%	2.69%	23.72%	2.11%
C. Total Allocated			$10,447,975	$3,357,089	$810,993	$495,081	$467,153	$550,644	$280,728	$2,478,740	$220,102

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:19 Facilities & Const Mgmt - GF

	Department	First Incoming	Second Incoming	Fac - Evergreen Serv Cntr	Fac - South Service Cntr Bldg	Fac - Central Shop Bldg	Fac - Single Occupant Bldg-	Fac - Single Occupant Bldg - S&B
1	Courts & Admin Building (CAB)	$20,525	$0	$140	$261	$441	$0	$2,206
1	Dakota Bldg *	4,909	0	0	0	0	0	0
1	DA Building *	642	0	0	0	0	0	0
1	OS Building *	28,403	0	0	0	0	0	0
1	Remington Building *	941	0	0	0	0	0	0
1	Laramie Building *	12,485	0	0	0	0	0	0
1	South Service Center Building	385	0	3	5	8	0	41
1	Central Shops Building	4,662	0	32	59	100	0	501
	Subtotal - Building Interest and Deprec	72,952	0	174	325	550	0	2,749
3	County Administration	13,493	0	92	171	290	0	1,450
3	Deputy County Administrator Supervisi	8,616	0	59	109	185	0	926
	Subtotal - County Administrator - GF	22,109	0	150	281	475	0	2,376
4	Countywide Intranet, Web & Emp Assis	5,418	0	37	69	116	0	582
	Subtotal - Public Information Office - G	5,418	0	37	69	116	0	582
5	Billable Legal Fees	54,234	0	369	689	1,166	0	5,830
5	Litigation Costs	39	0	0	0	1	0	4
	Subtotal - County Atty Admin - GF	54,273	0	369	689	1,167	0	5,834
6	Administrative Services Supervision	67,577	0	459	858	1,453	0	7,264
	Subtotal - Admin Services - GF	67,577	0	459	858	1,453	0	7,264
8	Accounts Receivable	938	0	6	12	20	0	101
8	Accounts Payable	15,794	0	107	201	340	0	1,698
8	General Accounting	30,323	0	206	385	652	0	3,259
8	Payroll	4,426	0	30	56	95	0	476
8	Capital Assets	4,174	0	28	53	90	0	449
8	Audit	5,081	0	35	65	109	0	546
8	A-133 Fed. Compliance Audit	270	0	2	3	6	0	29
	Subtotal - Accounting - GF	61,006	0	415	775	1,311	0	6,557
9	Budget Analysis	8,149	0	55	103	175	0	876
9	Budget Issues	6,202	0	42	79	133	0	667

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:19 Facilities & Const Mgmt - GF

	Department	First Incoming	Second Incoming	Fac - Evergreen Serv Cntr	Fac - South Service Cntr Bldg	Fac - Central Shop Bldg	Fac - Single Occupant Bldg-	Fac - Single Occupant Bldg - S&B
	Subtotal - Budget - GF	$14,351	$0	$98	$182	$309	$0	$1,543
10	Recruitment	1,661	0	11	21	36	0	179
10	General HR	10,430	0	71	132	224	0	1,121
10	Terminations	554	0	4	7	12	0	60
10	Training	1,449	0	10	18	31	0	156
10	Background Checks	28	0	0	0	1	0	3
10	Compensation Program	4,940	0	34	63	106	0	531
	Subtotal - Human Resources - GF	19,062	0	130	242	410	0	2,049
11	Purchase Orders	13,293	0	90	169	286	0	1,429
11	Contract Amendements & Renewals	43,344	0	295	550	932	0	4,659
11	Formal Bids/RFP's/PQ's	35,915	0	244	456	772	0	3,860
11	Purchasing Card Rebate	(4,111)	0	(28)	(52)	(88)	0	(442)
11	Countywide Programs	2,339	0	16	30	50	0	251
	Subtotal - Purchasing - GF	90,780	0	617	1,153	1,952	0	9,758
14	Board of County Commissioners	7,703	0	52	98	166	0	828
14	County Commissioner's Other	10,035	0	68	127	216	0	1,079
	Subtotal - Board of County Comm - GF	17,738	0	121	225	381	0	1,907
15	Banking	5,560	0	38	71	120	0	598
15	Investments - Fund Specific	823	0	6	10	18	0	88
	Subtotal - Treasurer - GF	6,383	0	43	81	137	0	686
17	Non-Divisional	4,626	0	31	59	99	0	497
	Subtotal - Non-Departmental - GF	4,626	0	31	59	99	0	497
18	Project Related	5,898	0	40	75	127	0	634
	Subtotal - Transportation & Engineerin(	5,898	0	40	75	127	0	634
19	Fac - Courts & Admin Bldg	0	47,801	325	607	1,028	0	5,138
19	Fac - Dakota Bldg *	0	29,735	0	0	0	0	0
19	Fac - DA Bldg *	0	2,193	0	0	0	0	0
19	Fac - OS Bldg *	0	111,534	0	0	0	0	0

B. Incoming Costs - (Default Spread Salary%)

Dept:19 Facilities & Const Mgmt - GF

	Department	First Incoming	Second Incoming	Fac - Evergreen Serv Cntr	Fac - South Service Cntr Bldg	Fac - Central Shop Bldg	Fac - Single Occupant Bldg-	Fac - Single Occupant Bldg - S&B
19	Fac - Remington Bldg *	$0	$1,563	$0	$0	$0	$0	$0
19	Fac - Laramie Bldg *	0	41,299	0	0	0	0	0
19	Fac - South Service Cntr Bldg *	0	178	0	178	0	0	0
19	Fac - Central Shop Bldg *	0	7,967	0	0	7,967	0	0
19	Fac - Single Occupant Bldg- Serv&Sup	0	6,242	42	79	134	0	671
	Subtotal - Facilities & Const Mgmt - GF	0	248,512	367	864	9,129	0	5,809
20	Department Specific Services	0	753	5	10	16	0	81
20	EDMS	0	25,206	171	320	542	0	2,709
20	ERP	0	39,274	267	499	844	0	4,222
20	EMail	0	758	5	10	16	0	81
20	Network & Telecomm	0	37,987	258	482	817	0	4,083
20	GIS	0	17,294	118	220	372	0	1,859
20	AV	0	4,783	33	61	103	0	514
20	File/Print Servers	0	1,059	7	13	23	0	114
20	Enterprise Web Apps	0	5,910	40	75	127	0	635
20	Customer Service	0	48,330	329	614	1,039	0	5,195
	Subtotal - IT Services - GF	0	181,354	1,233	2,303	3,899	0	19,494
21	Record Retrieval	0	3,185	22	40	68	0	342
21	Record Management	0	4,909	33	62	106	0	528
21	Record Storage	0	17,903	122	227	385	0	1,924
	Subtotal - Archives & Records - GF	0	25,997	177	330	559	0	2,794
23	Clerk to the Board	0	9,772	66	124	210	0	1,050
	Subtotal - C&R Clerk to the Board - GF	0	9,772	66	124	210	0	1,050
1	Courts & Admin Building (CAB)	0	101	1	1	2	0	11
1	Dakota Bldg *	0	24	0	0	0	0	0
1	DA Building *	0	3	0	0	0	0	0
1	OS Building *	0	140	0	0	0	0	0
1	Remington Building *	0	5	0	0	0	0	0
1	Laramie Building *	0	61	0	0	0	0	0
1	South Service Center Building	0	2	0	0	0	0	0
1	Central Shops Building	0	23	0	0	0	0	2

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:19 Facilities & Const Mgmt - GF

	Department	First Incoming	Second Incoming	Fac - Evergreen Serv Cntr	Fac - South Service Cntr Bldg	Fac - Central Shop Bldg	Fac - Single Occupant Bldg-	Fac - Single Occupant Bldg - S&B
	Subtotal - Building Interest and Deprec	$0	$359	$1	$2	$3	$0	$14
3	County Administration	0	2,686	18	34	58	0	289
3	Deputy County Administrator Supervisi	0	1,712	12	22	37	0	184
	Subtotal - County Administrator - GF	0	4,398	30	56	95	0	473
4	Countywide Intranet, Web & Emp Assis	0	531	4	7	11	0	57
	Subtotal - Public Information Office - G	0	531	4	7	11	0	57
5	Billable Legal Fees	0	7,251	49	92	156	0	779
5	Litigation Costs	0	5	0	0	0	0	1
	Subtotal - County Atty Admin - GF	0	7,256	49	92	156	0	780
6	Administrative Services Supervision	0	7,723	53	98	166	0	830
	Subtotal - Admin Services - GF	0	7,723	53	98	166	0	830
8	Accounts Receivable	0	136	1	2	3	0	15
8	Accounts Payable	0	2,367	16	30	51	0	254
8	General Accounting	0	4,623	31	59	99	0	497
8	Payroll	0	656	4	8	14	0	71
8	Capital Assets	0	565	4	7	12	0	61
8	Audit	0	0	0	0	0	0	0
8	A-133 Fed. Compliance Audit	0	0	0	0	0	0	0
	Subtotal - Accounting - GF	0	8,347	57	106	179	0	897
9	Budget Analysis	0	887	6	11	19	0	95
9	Budget Issues	0	677	5	9	15	0	73
	Subtotal - Budget - GF	0	1,564	11	20	34	0	168
10	Recruitment	0	236	2	3	5	0	25
10	General HR	0	1,479	10	19	32	0	159
10	Terminations	0	78	1	1	2	0	8
10	Training	0	165	1	2	4	0	18
10	Background Checks	0	0	0	0	0	0	0
10	Compensation Program	0	687	5	9	15	0	74

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Salary%)

Dept:19 Facilities & Const Mgmt - GF

	Department	First Incoming	Second Incoming	Fac - Evergreen Serv Cntr	Fac - South Service Cntr Bldg	Fac - Central Shop Bldg	Fac - Single Occupant Bldg-	Fac - Single Occupant Bldg - S&B
	Subtotal - Human Resources - GF	$0	$2,645	$18	$34	$57	$0	$284
11	Purchase Orders	0	1,289	9	16	28	0	139
11	Contract Amendements & Renewals	0	4,369	30	55	94	0	470
11	Formal Bids/RFP's/PQ's	0	3,441	23	44	74	0	370
11	Purchasing Card Rebate	0	0	0	0	0	0	0
11	Countywide Programs	0	229	2	3	5	0	25
	Subtotal - Purchasing - GF	0	9,328	63	118	201	0	1,003
14	Board of County Commissioners	0	1,444	10	18	31	0	155
14	County Commissioner's Other	0	1,868	13	24	40	0	201
	Subtotal - Board of County Comm - GF	0	3,312	23	42	71	0	356
15	Banking	0	683	5	9	15	0	73
15	Investments - Fund Specific	0	97	1	1	2	0	10
	Subtotal - Treasurer - GF	0	780	5	10	17	0	84
17	Non-Divisional	0	1,913	13	24	41	0	206
	Subtotal - Non-Departmental - GF	0	1,913	13	24	41	0	206
18	Project Related	0	573	4	7	12	0	62
	Subtotal - Transportation & Engineering	0	573	4	7	12	0	62
Total Incoming		442,173	514,364	4,858	9,251	23,326	0	76,796
				0.58%	0.49%	1.07%	10.20%	4.77%
C. Total Allocated			$10,447,975	$60,691	$51,079	$111,640	$1,065,826	$498,209

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - Courts & Admin Bldg Allocations

Dept:19 Facilities & Const Mgmt - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	2,221	0.46%	$14,976	$0	$14,976	$0	$14,976
4	Public Information Office - GF	3,005	0.63%	20,262	0	20,262	0	20,262
5	County Atty Admin - GF	18,645	3.90%	125,722	0	125,722	0	125,722
6	Admin Services - GF	286	0.06%	1,928	0	1,928	0	1,928
8	Accounting - GF	9,249	1.94%	62,365	0	62,365	0	62,365
9	Budget - GF	4,548	0.95%	30,667	0	30,667	0	30,667
10	Human Resources - GF	11,712	2.45%	78,973	0	78,973	0	78,973
11	Purchasing - GF	4,434	0.93%	29,898	0	29,898	0	29,898
12	Development & Trans - GF	394	0.08%	2,657	0	2,657	0	2,657
13	Building Inspection - GF	7,139	1.49%	48,138	0	48,138	0	48,138
14	Board of County Comm - GF	10,817	2.26%	72,938	0	72,938	0	72,938
15	Treasurer - GF	6,569	1.38%	44,294	0	44,294	0	44,294
18	Transportation & Engineering - GF	10,406	2.18%	70,167	0	70,167	0	70,167
19	Facilities & Const Mgmt - GF	7,089	1.48%	47,801	0	47,801	0	47,801
20	IT Services - GF	1,006	0.21%	6,783	0	6,783	359	7,142
21	Archives & Records - GF	3,645	0.76%	24,578	0	24,578	1,301	25,879
22	C&R Administration - GF	4,761	1.00%	32,103	0	32,103	1,700	33,803
23	C&R Clerk to the Board - GF	916	0.19%	6,177	0	6,177	327	6,503
25	C&R Motor Vehicle - GF	7,262	1.52%	48,967	0	48,967	2,592	51,559
26	C&R Recording - GF	8,460	1.77%	57,045	0	57,045	3,020	60,065
27	Assessor - GF	17,849	3.74%	120,354	0	120,354	6,371	126,726
31	District Attorney Admin - GF	7,974	1.67%	53,768	0	53,768	2,846	56,614
36	Justice Services - GF	9,158	1.92%	61,752	0	61,752	3,269	65,021
37	Planning & Zoning - GF	15,642	3.27%	105,473	0	105,473	5,584	111,056
38	Public Trustee	2,759	0.58%	18,604	0	18,604	985	19,589
42	JCSO Support Services - GF	8,244	1.73%	55,589	0	55,589	2,943	58,531
47	Insurance Fund	1,602	0.34%	10,802	0	10,802	572	11,374
85	Community Development Fund	1,573	0.33%	10,607	0	10,607	562	11,168
86	Courts	245,157	51.32%	1,653,072	0	1,653,072	87,512	1,740,585
87	Non-County	45,168	9.46%	304,564	0	304,564	16,123	320,687
Subtotal		477,690	100.00%	3,221,022	0	3,221,022	136,066	3,357,089
Direct Bills						0		0
Total						$3,221,022		$3,357,089

Basis Units: Courts & Admin Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - HS Bldg Allocations

Dept:19 Facilities & Const Mgmt - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
64 Social Services Fund	120,827	94.29%	$736,020	$0	$736,020	$28,630	$764,649
66 Head Start Fund	605	0.47%	3,685	0	3,685	143	3,829
87 Non-County	6,718	5.24%	40,923	0	40,923	1,592	42,515
Subtotal	128,150	100.00%	780,628	0	780,628	30,365	810,993
Direct Bills					0		0
Total					$780,628		$810,993

Basis Units: HS Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - Dakota Bldg Allocations

Dept:19 Facilities & Const Mgmt - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19 Facilities & Const Mgmt - GF	2,712.00	6.62%	$29,735	$0	$29,735	$0	$29,735
29 Coroner - GF	9,064.00	22.11%	99,379	0	99,379	10,800	110,178
33 Emergency Management - GF	3,759.00	9.17%	41,214	0	41,214	4,479	45,693
42 JCSO Support Services - GF	23,016.00	56.14%	252,350	0	252,350	27,423	279,773
75 Public Health Fund	2,443.53	5.96%	26,791	0	26,791	2,911	29,703
Subtotal	40,994.53	100.00%	449,469	0	449,469	45,613	495,081
Direct Bills					0		0
Total					$449,469		$495,081

Basis Units: Dakota Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - DA Bldg Allocations

Dept:19 Facilities & Const Mgmt - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19 Facilities & Const Mgmt - GF	254	0.49%	$2,193	$0	$2,193	$0	$2,193
31 District Attorney Admin - GF	51,228	99.18%	442,287	0	442,287	21,144	463,431
32 District Atty Dom Violence - GF	169	0.33%	1,459	0	1,459	70	1,529
Subtotal	51,651	100.00%	445,939	0	445,939	21,214	467,153
Direct Bills					0		0
Total					$445,939		$467,153

Basis Units: DA Bldg Square Footage Per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - OS Bldg Allocations

Dept:19 Facilities & Const Mgmt - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19 Facilities & Const Mgmt - GF	14,494	26.50%	$111,534	$0	$111,534	$0	$111,534
36 Justice Services - GF	2,421	4.43%	18,630	0	18,630	7,812	26,442
40 JCSO Law Enforcement - GF	2,914	5.33%	22,424	0	22,424	9,403	31,827
49 Open Space Fund	34,869	63.75%	268,323	0	268,323	112,518	380,841
Subtotal	54,698	100.00%	420,911	0	420,911	129,733	550,644
Direct Bills					0		0
Total					$420,911		$550,644

Basis Units: OS Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - Remington Bldg Allocations

Dept:19 Facilities & Const Mgmt - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19 Facilities & Const Mgmt - GF	174	0.58%	$1,563	$0	$1,563	$0	$1,563
31 District Attorney Admin - GF	5,932	19.79%	53,294	0	53,294	2,278	55,573
36 Justice Services - GF	751	2.51%	6,747	0	6,747	288	7,036
64 Social Services Fund	2,843	9.49%	25,542	0	25,542	1,092	26,634
86 Courts	19,918	66.45%	178,947	0	178,947	7,650	186,597
87 Non-County	355	1.18%	3,189	0	3,189	136	3,326
Subtotal	29,973	100.00%	269,283	0	269,283	11,445	280,728
Direct Bills					0		0
Total					$269,283		$280,728

Basis Units: Remington Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - Laramie Bldg Allocations

Dept:19 Facilities & Const Mgmt - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
8	Accounting - GF	135	0.11%	$2,684	$0	$2,684	$0	$2,684
19	Facilities & Const Mgmt - GF	2,077	1.72%	41,299	0	41,299	0	41,299
20	IT Services - GF	21,429	17.76%	426,090	0	426,090	14,405	440,495
21	Archives & Records - GF	10,655	8.83%	211,862	0	211,862	7,162	219,024
24	C&R Elections - GF	23,701	19.64%	471,266	0	471,266	15,932	487,198
25	C&R Motor Vehicle - GF	5,309	4.40%	105,563	0	105,563	3,569	109,132
27	Assessor - GF	960	0.80%	19,088	0	19,088	645	19,734
36	Justice Services - GF	4,018	3.33%	79,893	0	79,893	2,701	82,594
64	Social Services Fund	25,399	21.05%	505,029	0	505,029	17,073	522,102
65	Workforce Development Fund	19,026	15.77%	378,309	0	378,309	12,789	391,099
87	Non-County	7,948	6.59%	158,036	0	158,036	5,343	163,379
Subtotal		120,657	100.00%	2,399,120	0	2,399,120	79,620	2,478,740
Direct Bills						0		0
Total						$2,399,120		$2,478,740

Basis Units: Laramie Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - Fairgrounds Bldg Allocations

Dept:19 Facilities & Const Mgmt - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
28 CSU Extension - GF	8,002	6.95%	$14,977	$0	$14,977	$327	$15,304
34 Fairgrounds - GF	107,084	93.05%	200,426	0	200,426	4,372	204,798
Subtotal	115,086	100.00%	215,404	0	215,404	4,699	220,102
Direct Bills					0		0
Total					$215,404		$220,102

Basis Units: Fairgrounds Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - Evergreen Serv Cntr Bldg Allocations

Dept:19 Facilities & Const Mgmt - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
25 C&R Motor Vehicle - GF	2,696	48.96%	$28,648	$0	$28,648	$1,064	$29,712
42 JCSO Support Services - GF	2,811	51.04%	29,870	0	29,870	1,109	30,979
Subtotal	5,507	100.00%	58,518	0	58,518	2,173	60,691
Direct Bills					0		0
Total					$58,518		$60,691

Basis Units: Evergreen Service Center Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - South Service Cntr Bldg Allocations

Dept:19 Facilities & Const Mgmt - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19 Facilities & Const Mgmt - GF	125	0.38%	$178	$0	$178	$0	$178
25 C&R Motor Vehicle - GF	7,798	23.75%	11,126	0	11,126	1,010	12,136
42 JCSO Support Services - GF	18,800	57.26%	26,822	0	26,822	2,436	29,258
64 Social Services Fund	705	2.15%	1,006	0	1,006	91	1,097
75 Public Health Fund	80	0.24%	114	0	114	10	125
86 Courts	2,980	9.08%	4,252	0	4,252	386	4,638
87 Non-County	2,344	7.14%	3,344	0	3,344	304	3,648
Subtotal	32,832	100.00%	46,842	0	46,842	4,237	51,079
Direct Bills					0		0
Total					$46,842		$51,079

Basis Units: South Service Center Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - Central Shop Bldg Allocations

Dept:19 Facilities & Const Mgmt - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
8	Accounting - GF	400	1.34%	$1,296	$0	$1,296	$0	$1,296
18	Transportation & Engineering - GF	3,989	13.35%	12,919	0	12,919	0	12,919
19	Facilities & Const Mgmt - GF	2,460	8.23%	7,967	0	7,967	0	7,967
63	Road & Bridge Fund	11,236	37.59%	36,391	0	36,391	7,237	43,628
69	Fleet Services Fund	11,803	39.49%	38,227	0	38,227	7,602	45,829
Subtotal		29,888	100.00%	96,801	0	96,801	14,839	111,640
Direct Bills						0		0
Total						$96,801		$111,640

Basis Units: Central Shops Bldg Square Footage per Occupant
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - Single Occupant Bldg- Serv&Supply Exp's Allocations

Dept:19 Facilities & Const Mgmt - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
1	Building Interest and Depreciation	12,948	1.39%	$14,821	$0	$14,821	$0	$14,821
17	Non-Departmental - GF	248,472	26.69%	284,421	0	284,421	0	284,421
19	Facilities & Const Mgmt - GF	5,453	0.59%	6,242	0	6,242	0	6,242
22	C&R Administration - GF	52,686	5.66%	60,309	0	60,309	0	60,309
34	Fairgrounds - GF	11,766	1.26%	13,468	0	13,468	0	13,468
39	JCSO Detentions - GF	26,229	2.82%	30,024	0	30,024	0	30,024
40	JCSO Law Enforcement - GF	67	0.01%	77	0	77	0	77
42	JCSO Support Services - GF	173,660	18.65%	198,785	0	198,785	0	198,785
56	Boettcher Mansion Fund	6,614	0.71%	7,571	(19,327)	(11,756)	0	(11,756)
63	Road & Bridge Fund	293,794	31.55%	336,300	0	336,300	0	336,300
66	Head Start Fund	4,745	0.51%	5,432	(5,871)	(439)	0	(439)
75	Public Health Fund	32,465	3.49%	37,162	0	37,162	0	37,162
76	Airport Fund	8,621	0.93%	9,868	0	9,868	0	9,868
86	Courts	14,965	1.61%	17,130	0	17,130	0	17,130
87	Non-County	38,628	4.15%	44,217	0	44,217	0	44,217
Subtotal		931,113	100.00%	1,065,826	(25,198)	1,040,628	0	1,040,628
Direct Bills						25,198		25,198
Total						$1,065,826		$1,065,826

Basis Units: Actual Costs by department/division
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Fac - Single Occupant Bldg - S&B Exp's Allocations

Dept:19 Facilities & Const Mgmt - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
17 Non-Departmental - GF	4,103.23	33.92%	$157,357	$0	$157,357	$0	$157,357
25 C&R Motor Vehicle - GF	581.27	4.81%	22,291	0	22,291	2,499	24,791
39 JCSO Detentions - GF	1,648.84	13.63%	63,232	0	63,232	7,089	70,321
42 JCSO Support Services - GF	161.93	1.34%	6,210	0	6,210	696	6,906
49 Open Space Fund	7.56	0.06%	290	0	290	33	322
63 Road & Bridge Fund	2,037.62	16.85%	78,142	0	78,142	8,760	86,902
66 Head Start Fund	34.51	0.29%	1,323	0	1,323	148	1,472
75 Public Health Fund	2,270.65	18.77%	87,079	0	87,079	9,762	96,841
87 Non-County	1,249.64	10.33%	47,923	0	47,923	5,373	53,296
Subtotal	12,095.25	100.00%	463,848	0	463,848	34,360	498,209
Direct Bills					0		0
Total					$463,848		$498,209

Basis Units: Actual Hours by department/division
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:19 Facilities & Const Mgmt - GF

	Department	Fac - Courts & Admin Bldg	Fac - HS Bldg	Fac - Dakota Bldg	Fac - DA Bldg	Fac - OS Bldg	Fac - Remington Bldg	Fac - Laramie Bldg	Fac - Fairgrounds Bldg	Fac - Evergreen Serv Cntr	Fac - South Service Cntr Bldg
0	Direct Billed	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
1	Building Interest and Depreciation	0	0	0	0	0	0	0	0	0	0
3	County Administrator - GF	14,976	0	0	0	0	0	0	0	0	0
4	Public Information Office - GF	20,262	0	0	0	0	0	0	0	0	0
5	County Atty Admin - GF	125,722	0	0	0	0	0	0	0	0	0
6	Admin Services - GF	1,928	0	0	0	0	0	0	0	0	0
8	Accounting - GF	62,365	0	0	0	0	0	2,684	0	0	0
9	Budget - GF	30,667	0	0	0	0	0	0	0	0	0
10	Human Resources - GF	78,973	0	0	0	0	0	0	0	0	0
11	Purchasing - GF	29,898	0	0	0	0	0	0	0	0	0
12	Development & Trans - GF	2,657	0	0	0	0	0	0	0	0	0
13	Building Inspection - GF	48,138	0	0	0	0	0	0	0	0	0
14	Board of County Comm - GF	72,938	0	0	0	0	0	0	0	0	0
15	Treasurer - GF	44,294	0	0	0	0	0	0	0	0	0
17	Non-Departmental - GF	0	0	0	0	0	0	0	0	0	0
18	Transportation & Engineering - GF	70,167	0	0	0	0	0	0	0	0	0
19	Facilities & Const Mgmt - GF	47,801	0	29,735	2,193	111,534	1,563	41,299	0	0	178
20	IT Services - GF	7,142	0	0	0	0	0	440,495	0	0	0
21	Archives & Records - GF	25,879	0	0	0	0	0	219,024	0	0	0
22	C&R Administration - GF	33,803	0	0	0	0	0	0	0	0	0
23	C&R Clerk to the Board - GF	6,503	0	0	0	0	0	0	0	0	0
24	C&R Elections - GF	0	0	0	0	0	0	487,198	0	0	0
25	C&R Motor Vehicle - GF	51,559	0	0	0	0	0	109,132	0	29,712	12,136
26	C&R Recording - GF	60,065	0	0	0	0	0	0	0	0	0
27	Assessor - GF	126,726	0	0	0	0	0	19,734	0	0	0
28	CSU Extension - GF	0	0	0	0	0	0	0	15,304	0	0
29	Coroner - GF	0	0	110,178	0	0	0	0	0	0	0
31	District Attorney Admin - GF	56,614	0	0	463,431	0	55,573	0	0	0	0
32	District Atty Dom Violence - GF	0	0	0	1,529	0	0	0	0	0	0
33	Emergency Management - GF	0	0	45,693	0	0	0	0	0	0	0
34	Fairgrounds - GF	0	0	0	0	0	0	0	204,798	0	0
36	Justice Services - GF	65,021	0	0	0	26,442	7,036	82,594	0	0	0
37	Planning & Zoning - GF	111,056	0	0	0	0	0	0	0	0	0
38	Public Trustee	19,589	0	0	0	0	0	0	0	0	0
39	JCSO Detentions - GF	0	0	0	0	0	0	0	0	0	0
40	JCSO Law Enforcement - GF	0	0	0	0	31,827	0	0	0	0	0
42	JCSO Support Services - GF	58,531	0	279,773	0	0	0	0	0	30,979	29,258
47	Insurance Fund	11,374	0	0	0	0	0	0	0	0	0
49	Open Space Fund	0	0	0	0	380,841	0	0	0	0	0
56	Boettcher Mansion Fund	0	0	0	0	0	0	0	0	0	0
63	Road & Bridge Fund	0	0	0	0	0	0	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:19 Facilities & Const Mgmt - GF

Department	Fac - Courts & Admin Bldg	Fac - HS Bldg	Fac - Dakota Bldg	Fac - DA Bldg	Fac - OS Bldg	Fac - Remington Bldg	Fac - Laramie Bldg	Fac - Fairgrounds Bldg	Fac - Evergreen Serv Cntr	Fac - South Service Cntr Bldg
64 Social Services Fund	$0	$764,649	$0	$0	$0	$26,634	$522,102	$0	$0	$1,097
65 Workforce Development Fund	0	0	0	0	0	0	391,099	0	0	0
66 Head Start Fund	0	3,829	0	0	0	0	0	0	0	0
69 Fleet Services Fund	0	0	0	0	0	0	0	0	0	0
75 Public Health Fund	0	0	29,703	0	0	0	0	0	0	125
76 Airport Fund	0	0	0	0	0	0	0	0	0	0
85 Community Development Fund	11,168	0	0	0	0	0	0	0	0	0
86 Courts	1,740,585	0	0	0	0	186,597	0	0	0	4,638
87 Non-County	320,687	42,515	0	0	0	3,326	163,379	0	0	3,648
Total	$3,357,089	$810,993	$495,081	$467,153	$550,644	$280,728	$2,478,740	$220,102	$60,691	$51,079

Allocation Summary

Dept:19 Facilities & Const Mgmt - GF

	Department	Fac - Central Shop Bldg	Fac - Single Occupant Bldg-	Fac - Single Occupant Bldg - S&B	Total
0	Direct Billed	$0	$25,198	$0	$25,198
1	Building Interest and Depreciation	0	14,821	0	14,821
3	County Administrator - GF	0	0	0	14,976
4	Public Information Office - GF	0	0	0	20,262
5	County Atty Admin - GF	0	0	0	125,722
6	Admin Services - GF	0	0	0	1,928
8	Accounting - GF	1,296	0	0	66,345
9	Budget - GF	0	0	0	30,667
10	Human Resources - GF	0	0	0	78,973
11	Purchasing - GF	0	0	0	29,898
12	Development & Trans - GF	0	0	0	2,657
13	Building Inspection - GF	0	0	0	48,138
14	Board of County Comm - GF	0	0	0	72,938
15	Treasurer - GF	0	0	0	44,294
17	Non-Departmental - GF	0	284,421	157,357	441,778
18	Transportation & Engineering - GF	12,919	0	0	83,086
19	Facilities & Const Mgmt - GF	7,967	6,242	0	248,512
20	IT Services - GF	0	0	0	447,637
21	Archives & Records - GF	0	0	0	244,903
22	C&R Administration - GF	0	60,309	0	94,111
23	C&R Clerk to the Board - GF	0	0	0	6,503
24	C&R Elections - GF	0	0	0	487,198
25	C&R Motor Vehicle - GF	0	0	24,791	227,330
26	C&R Recording - GF	0	0	0	60,065
27	Assessor - GF	0	0	0	146,459
28	CSU Extension - GF	0	0	0	15,304
29	Coroner - GF	0	0	0	110,178
31	District Attorney Admin - GF	0	0	0	575,618
32	District Atty Dom Violence - GF	0	0	0	1,529
33	Emergency Management - GF	0	0	0	45,693
34	Fairgrounds - GF	0	13,468	0	218,267
36	Justice Services - GF	0	0	0	181,093
37	Planning & Zoning - GF	0	0	0	111,056
38	Public Trustee	0	0	0	19,589
39	JCSO Detentions - GF	0	30,024	70,321	100,345
40	JCSO Law Enforcement - GF	0	77	0	31,904
42	JCSO Support Services - GF	0	198,785	6,906	604,233
47	Insurance Fund	0	0	0	11,374
49	Open Space Fund	0	0	322	381,163
56	Boettcher Mansion Fund	0	(11,756)	0	(11,756)
63	Road & Bridge Fund	43,628	336,300	86,902	466,830

Allocation Summary

Dept:19 Facilities & Const Mgmt - GF

Department	Fac - Central Shop Bldg	Fac - Single Occupant Bldg-	Fac - Single Occupant Bldg - S&B	Total
64 Social Services Fund	$0	$0	$0	$1,314,483
65 Workforce Development Fund	0	0	0	391,099
66 Head Start Fund	0	(439)	1,472	4,861
69 Fleet Services Fund	45,829	0	0	45,829
75 Public Health Fund	0	37,162	96,841	163,830
76 Airport Fund	0	9,868	0	9,868
85 Community Development Fund	0	0	0	11,168
86 Courts	0	17,130	0	1,948,950
87 Non-County	0	44,217	53,296	631,067
Total	$111,640	$1,065,826	$498,209	$10,447,975

INFORMATION TECHNOLOGY SERVICES

Nature and Extent of Services

Information Technology Services (ITS) provides a variety of services ranging from applications used directly by employees/citizens to services that are behind the scenes and necessary for the support of existing and new services. Services are either directly billed or allocated through the cost plan.

- Direct Billed Services:
  - Printing Services and Computer Training (outsourced).
  - Technology Refreshment Program (laptops, desktops, monitors).
  - Long Distance Charges (Century Link charges for voice circuits).
  - Services to State Organizations (Courts, Probation and Juvenile Assessment).
  - Miscellaneous (hardware, software, audio/video, phone, and computer accessories).

- Supporting Costs:
  - Infrastructure
    - Servers and Databases (oracle, SQL, PostgreSQL and others) that support the services delivered to customers. Costs are spread to the allocated functions that utilize these resources.
  - Operations
    - Systems and services that are used internally. This includes fault monitoring systems, ticketing systems and ongoing maintenance and support activities. These costs are spread to the allocated functions based on the number of ITS staff hours for each function.
  - General & Administrative
    - General expenses associated with overall management of the organization. This includes financial and administrative functions, employee training and executive management. These costs are spread to the allocated functions based on the number of ITS staff hours for each function.

INFORMATION TECHNOLOGY SERVICES

Nature and Extent of Services Continued

- Projects
  - Labor associated with non-capital projects for both internal ITS projects and customer projects. These costs are spread to the allocated functions based on the number of ITS staff hours for each function.

Indirect costs for these functions will be allocated to the receiving department/division's budget. ITS includes the following ***functions***:

- ***Amanda:*** The purpose of Amanda is to automate case management business processes, including permitting, licensing, complaints, inspections, zoning, planning and registrations. Costs associated with Amanda services are allocated based on the number of Amanda folders by department/division.
- ***Archives & Records Management:*** The purpose of Archives and Records Management is to provide preservation of and access to critical business documents and the permanently valuable historical records of Jefferson County, ensuring that records are retrievable, reliable, secure and legally compliant. The costs identified here are ITS costs that provide support and administration of the Archives and Records Management area and are allocated 100% to Archives, allowing them to capture full costs associated with their services identified in the Archives and Records Management section of the cost plan. See that section of the cost plan for allocation of those costs to receiving department/divisions.
- ***Document Production (Print Shop):*** In the past Document Production has provided a centralized area for the County to receive printing services. In March of 2012 FedEx Office took over the printing services for Jefferson County and began charging directly for printing services. The costs identified here are ITS costs that provided support and administration of the document production area for the first two months of 2012 and are allocated 100% to Document Production, allowing them to capture full costs associated with their services identified in the Document Production section of the cost plan. See that section of the cost plan for allocation of those costs to receiving department/divisions.

INFORMATION TECHNOLOGY SERVICES

Nature and Extent of Services Continued

- ***Interactive Voice Response (IVR):*** The purpose of interactive voice response is to provide customers with a semi-automated means of accessing county information and services. Costs associated with IVR are allocated based on the number of IVR applications by department/division.
- ***Department Specific Services:*** The purpose of department specific services is to automate business processes with technical solutions, rapid application development, implementation and consulting services. Costs associated with a specific department are allocated based on the number of hours worked by ITS on a specific project for a specific department/division.
- ***Electronic Document Management System (EDMS):*** *The purpose of the Electronic Content Management (Livelink) System is to automate the storage, tracking, updating and retrieval of county electronic documents and records. EDMS provides tools for management of physical documents and records. Costs associated with EDMS are allocated based on the number of benefit eligible FTE's by department/division.*
- ***Enterprise Resource Planning (ERP):*** *The purpose of ERP (JD Edwards) is to provide the system of record for financial, procurement, human resources and payroll processes. Costs associated with ERP are allocated based on the number of benefit eligible FTE's by department/division.*
- ***Email:*** The purpose of email is to provide internal and external email, directory, distribution list and SPAM filtering services. This function includes the support of secure email services (Proofpoint). Costs associated with Email are allocated based on the number of benefit eligible FTE's by department/division, with Library and Sheriff's Office charged at 20% to account for in-house email systems; Road & Bridge and Surveyor charged at 50% to account for very low utilization of these services.

INFORMATION TECHNOLOGY SERVICES

Nature and Extent of Services Continued

- ***Network & Telecom:*** *The purpose of Network Services is to provide data, voice and video services to all County office locations. Network includes Virtual Private Network (VPN) secure remote access services providing the ability to remotely access files and applications for employees working from offsite locations. The purpose of telecommunications is to provide hardware and software to support internal and external voice communications. Telecom includes directory services, conference services and call centers. Costs associated with Network &Telecom are allocated based on the number of benefit eligible FTE's by department/division, with Library charged at 10% to account for their own in-house network; Road & Bridge and Surveyor charged 30% to account for very low utilization of these services.*
- ***Geographic Information Systems (GIS):*** *The purpose of GIS is to provide mapping, aerial photography and geographical based calculations to illustrate trends, perform current and predictive analysis of geospatial data based on the unique attributes of location, quantity and item. Costs associated with GIS are allocated based on the number of benefit eligible FTE's by department/division.*
- ***Audio/Video Services (AV):*** *The purpose of AV is to provide the design and implementation of systems for conference and training rooms, distribution of TV programming to selected locations, design and implementation of telepresence conferencing systems and video recording of meetings for the Board of County Commissioners and Planning and Zoning. Costs associated with AV services are allocated based on the number of benefit eligible FTE's by department/division.*
- ***File and Print Servers:*** *The purpose of File and Print Servers is to provide reliable and cost effective methods for file storage (Q: and M: drives) and networked printing. Costs associated with File and Print Servers are allocated based on the number of benefit eligible FTE's by department/division, with Library and Sheriff's Office charged at 20% to account for their own in-house file and print servers; Road & Bridge and Surveyor charged at 50% to account for very low utilization of these services.*

INFORMATION TECHNOLOGY SERVICES

Nature and Extent of Services Continued

- ***Enterprise Web Applications:*** *The purpose of Enterprise Web Applications is to provide InsideJeffco and Jeffco.us services and their associated Enterprise Web Applications. These applications enhance the way agencies engage and serve employees and citizens online. Costs associated with Enterprise Web Applications are allocated based on number of benefit eligible FTE's by department/division, with Library charged at 20% to account for their having no content on InsideJeffco or Jeffco.us and their own in-house web services.*
- ***Customer Service:*** *The purpose of Customer Service is to provide Help Desk and Dispatch services to provide support information, process requests for services/hardware/software and manage the documentation, assignment and resolution of lost or degraded services provided to County employees and citizens. Costs associated with Customer Service are allocated based on number of benefit eligible FTE's by department/division, with DA, Library, Open Space, Sheriff's Office and Public Health charged at 20% to account for their own in-house Tier 1 Help Desk; Road & Bridge and Surveyor charged at 50% to account for very low utilization of these services.*

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:20 IT Services - GF

Description		Amount	General Admin	Amanda	Archives & Record Mgmt	Document Production (Print Shop)	IVR	Department Specific Services	EDMS	ERP
Personnel Costs										
Salaries	S1	2,890,997	411,678	111,592	206,706	13,009	11,853	153,801	224,920	468,052
Salary % Split			*14.24%*	*3.86%*	*7.15%*	*.45%*	*.41%*	*5.32%*	*7.78%*	*16.19%*
Benefits	S	822,285	117,093	31,740	58,793	3,700	3,371	43,746	63,974	133,128
Subtotal - Personnel Costs		3,713,282	528,771	143,332	265,499	16,709	15,224	197,547	288,894	601,180
Services & Supplies Cost										
4261 General Supplies	P	17,585	7,656	195	0	1,435	0	0	0	90
4264 Books & Periodicals	P	590	0	0	0	0	0	0	0	590
4269 Equipment	P	142,609	64,421	0	0	0	0	800	13,132	790
43300 Prof & Tech Serv	P	382,068	161,611	1,925	0	0	0	0	119,764	0
4341 Utilities	P	330,164	287,831	0	0	0	0	0	0	0
4343 Repairs & Maint	P	1,114,339	141,310	76,662	0	0	0	0	209,190	183,708
4344 Rent & Lease	P	36,315	30,550	0	0	5,765	0	0	0	0
4354 Adv & Pub	P	5,625	5,625	0	0	0	0	0	0	0
4356 Dues-Mtgs-Train	P	82,647	34,116	3,478	0	0	0	0	2,931	9,834
4358 Travel-Freight-Deliv	P	1,949	114	0	0	0	0	0	458	51
4379 Depreciation	D	2,158,959	0	0	0	0	0	0	0	0
4385 Fin & Debt Serv	S	(203,199)	(28,936)	(7,843)	(14,529)	(914)	(833)	(10,810)	(15,809)	(32,898)
45 Land & capital	D	0	0	0	0	0	0	0	0	0
47 Insurance Tr's	S	29,417	4,189	1,135	2,103	132	121	1,565	2,289	4,763
4757 Direct Charges	S	14,189	2,021	548	1,015	64	58	755	1,104	2,297
4757 Fleet Charges	S	12,326	1,755	476	881	55	51	656	959	1,996
475730 Facility Charges	D	469,551	0	0	0	0	0	0	0	0
4759 Indirect Costs	D	493,729	0	0	0	0	0	0	0	0
Telecomm Revenue	P	(188,117)	0	0	0	0	0	0	0	0
4269 PC Repl	D	390,426	0	0	0	0	0	0	0	0
4351 Misc Serv & Chrgs	P	2,429	2,429	0	0	0	0	0	0	0
47 Interdepartmental	S	945,000	134,568	36,477	67,568	4,252	3,875	50,274	73,521	152,996
478750 Tr'd Assets	D	2,000,564	0	0	0	0	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:20 IT Services - GF

Description		Amount	General Admin	Amanda	Archives & Record Mgmt	Document Production (Print Shop)	IVR	Department Specific Services	EDMS	ERP
7915xx Capitalized Expenditure Rev	P	(262,971)	(262,971)	0	0	0	0	0	0	0
Infrastructure Expenditures	P	512,565	0	38,651	0	0	1,770	29,140	78,010	166,730
Projects, Salaries & Benefits	P	1,311,844	0	59,039	109,419	6,822	6,297	81,342	118,996	247,701
IT Operations, Salaries & Benefits	P	673,588	0	30,314	56,183	3,503	3,234	41,767	61,101	127,186
IT Operations, Expenditures	P	427,117	0	19,222	35,625	2,221	2,050	26,484	38,743	80,648
Subtotal - Services & Supplies		10,901,308	586,289	260,279	258,265	23,335	16,623	221,973	704,389	946,482
Department Cost Total		14,614,590	1,115,060	403,611	523,764	40,044	31,847	419,520	993,283	1,547,662
Adjustments to Cost										
4379 Depreciation	D	(2,158,959)	0	0	0	0	0	0	0	0
45 Land & capital	D	0	0	0	0	0	0	0	0	0
475730 Facility Charges	D	(469,551)	0	0	0	0	0	0	0	0
4759 Indirect Costs	D	(493,729)	0	0	0	0	0	0	0	0
4269 PC Repl	D	(390,426)	0	0	0	0	0	0	0	0
478750 Tr'd Assets	D	(2,000,564)	0	0	0	0	0	0	0	0
Subtotal - Adjustments		(5,513,229)	0	0	0	0	0	0	0	0
Total Costs After Adjustments		9,101,361	1,115,060	403,611	523,764	40,044	31,847	419,520	993,283	1,547,662
General Admin Distribution			(1,115,060)	56,353	73,129	5,591	4,447	58,574	138,684	216,087
Grand Total		$9,101,357		$459,964	$596,893	$45,635	$36,294	$478,094	$1,131,967	$1,763,749

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:20 IT Services - GF

Description		Amount	EMail	Network & Telecomm	GIS	AV	File/Print Servers	Enterprise Web Apps	Customer Service
Personnel Costs									
Salaries	S1	2,890,997	4,915	395,777	207,863	73,720	10,118	48,858	548,133
Salary % Split			*.17%*	*13.69%*	*7.19%*	*2.55%*	*.35%*	*1.69%*	*18.96%*
Benefits	S	822,285	1,398	112,571	59,122	20,968	2,878	13,897	155,905
Subtotal - Personnel Costs		3,713,282	6,313	508,348	266,985	94,688	12,996	62,755	704,038
Services & Supplies Cost									
4261 General Supplies	P	17,585	0	7,506	430	0	0	0	272
4264 Books & Periodicals	P	590	0	0	0	0	0	0	0
4269 Equipment	P	142,609	680	42,340	210	0	0	20,073	163
43300 Prof & Tech Serv	P	382,068	0	58,000	20,348	0	0	2,500	17,920
4341 Utilities	P	330,164	0	40,533	0	1,800	0	0	0
4343 Repairs & Maint	P	1,114,339	6,259	262,338	77,959	0	0	56,894	100,019
4344 Rent & Lease	P	36,315	0	0	0	0	0	0	0
4354 Adv & Pub	P	5,625	0	0	0	0	0	0	0
4356 Dues-Mtgs-Train	P	82,647	0	14,798	6,279	0	0	0	11,211
4358 Travel-Freight-Deliv	P	1,949	0	1,286	0	0	0	0	40
4379 Depreciation	D	2,158,959	0	0	0	0	0	0	0
4385 Fin & Debt Serv	S	(203,199)	(345)	(27,818)	(14,610)	(5,182)	(711)	(3,434)	(38,527)
45 Land & capital	D	0	0	0	0	0	0	0	0
47 Insurance Tr's	S	29,417	50	4,027	2,115	750	103	497	5,577
4757 Direct Charges	S	14,189	24	1,942	1,020	362	50	240	2,690
4757 Fleet Charges	S	12,326	21	1,687	886	314	43	208	2,337
475730 Facility Charges	D	469,551	0	0	0	0	0	0	0
4759 Indirect Costs	D	493,729	0	0	0	0	0	0	0
Telecomm Revenue	P	(188,117)	0	(188,117)	0	0	0	0	0
4269 PC Repl	D	390,426	0	0	0	0	0	0	0
4351 Misc Serv & Chrgs	P	2,429	0	0	0	0	0	0	0
47 Interdepartmental	S	945,000	1,606	129,370	67,946	24,098	3,308	15,970	179,172
478750 Tr'd Assets	D	2,000,564	0	0	0	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:20 IT Services - GF

Description		Amount	EMail	Network & Telecomm	GIS	AV	File/Print Servers	Enterprise Web Apps	Customer Service
7915xx Capitalized Expenditure Rev	P	(262,971)	0	0	0	0	0	0	0
Infrastructure Expenditures	P	512,565	962	127,438	49,723	0	2,772	17,370	0
Projects, Salaries & Benefits	P	1,311,844	2,624	209,391	109,944	38,966	5,379	25,846	290,078
IT Operations, Salaries & Benefits	P	673,588	1,347	107,515	56,452	20,008	2,762	13,271	148,945
IT Operations, Expenditures	P	427,117	854	68,175	35,796	12,687	1,751	8,415	94,445
Subtotal - Services & Supplies		10,901,308	14,082	860,411	414,498	93,803	15,457	157,850	814,342
Department Cost Total		14,614,590	20,395	1,368,759	681,483	188,491	28,453	220,605	1,518,380
Adjustments to Cost									
4379 Depreciation	D	(2,158,959)	0	0	0	0	0	0	0
45 Land & capital	D	0	0	0	0	0	0	0	0
475730 Facility Charges	D	(469,551)	0	0	0	0	0	0	0
4759 Indirect Costs	D	(493,729)	0	0	0	0	0	0	0
4269 PC Repl	D	(390,426)	0	0	0	0	0	0	0
478750 Tr'd Assets	D	(2,000,564)	0	0	0	0	0	0	0
Subtotal - Adjustments		(5,513,229)	0	0	0	0	0	0	0
Total Costs After Adjustments		9,101,361	20,395	1,368,759	681,483	188,491	28,453	220,605	1,518,380
General Admin Distribution			2,848	191,108	95,150	26,317	3,973	30,801	211,999
Grand Total		$9,101,357	$23,243	$1,559,867	$776,633	$214,808	$32,426	$251,406	$1,730,379

B. Incoming Costs - (Default Spread Expense%)

Dept:20 IT Services - GF

	Department	First Incoming	Second Incoming	Amanda	Archives & Record Mgmt	Document Production (Print Shop)	IVR	Department Specific Services	EDMS	ERP	EMail
1	Courts & Admin Building (CAB)	$2,913	$0	$147	$191	$15	$12	$153	$362	$565	$7
1	Laramie Building	128,813	0	6,510	8,448	646	514	6,767	16,021	24,963	329
	Subtotal - Building Interest and Deprec	131,726	0	6,657	8,639	660	525	6,920	16,383	25,527	336
3	County Administration	16,168	0	817	1,060	81	64	849	2,011	3,133	41
	Subtotal - County Administrator - GF	16,168	0	817	1,060	81	64	849	2,011	3,133	41
4	Countywide Intranet, Web & Emp Assis	6,492	0	328	426	33	26	341	807	1,258	17
	Subtotal - Public Information Office - G	6,492	0	328	426	33	26	341	807	1,258	17
5	Billable Legal Fees	67,317	0	3,402	4,415	338	268	3,536	8,372	13,045	172
5	Litigation Costs	6,244	0	316	409	31	25	328	777	1,210	16
	Subtotal - County Atty Admin - GF	73,561	0	3,718	4,824	369	293	3,864	9,149	14,255	188
6	Administrative Services Supervision	80,969	0	4,092	5,310	406	323	4,253	10,070	15,691	207
	Subtotal - Admin Services - GF	80,969	0	4,092	5,310	406	323	4,253	10,070	15,691	207
7	Finance & IT Supervision	3,893	0	197	255	20	16	204	484	754	10
	Subtotal - Finance & IT - GF	3,893	0	197	255	20	16	204	484	754	10
8	Accounts Receivable	634	0	32	42	3	3	33	79	123	2
8	Accounts Payable	9,451	0	478	620	47	38	496	1,175	1,832	24
8	General Accounting	16,041	0	811	1,052	80	64	843	1,995	3,109	41
8	Payroll	5,972	0	302	392	30	24	314	743	1,157	15
8	Capital Assets	8,715	0	440	572	44	35	458	1,084	1,689	22
8	Audit	2,924	0	148	192	15	12	154	364	567	7
	Subtotal - Accounting - GF	43,737	0	2,210	2,868	219	174	2,298	5,440	8,476	112
9	Budget Analysis	9,380	0	474	615	47	37	493	1,167	1,818	24
9	Budget Issues	7,431	0	376	487	37	30	390	924	1,440	19
	Subtotal - Budget - GF	16,811	0	850	1,103	84	67	883	2,091	3,258	43
10	Recruitment	14,945	0	755	980	75	60	785	1,859	2,896	38
10	General HR	11,268	0	569	739	56	45	592	1,401	2,184	29
10	Terminations	1,201	0	61	79	6	5	63	149	233	3

B. Incoming Costs - (Default Spread Expense%)

Dept:20 IT Services - GF

	Department	First Incoming	Second Incoming	Amanda	Archives & Record Mgmt	Document Production (Print Shop)	IVR	Department Specific Services	EDMS	ERP	EMail
10	Unemployment	$1,510	$0	$76	$99	$8	$6	$79	$188	$293	$4
10	Training	6,254	0	316	410	31	25	329	778	1,212	16
10	Background Checks	206	0	10	14	1	1	11	26	40	1
10	Compensation Program	5,919	0	299	388	30	24	311	736	1,147	15
	Subtotal - Human Resources - GF	41,303	0	2,087	2,709	207	165	2,170	5,137	8,004	105
11	Purchase Orders	108,607	0	5,489	7,123	545	433	5,705	13,508	21,047	277
11	Contract Amendements & Renewals	59,106	0	2,987	3,876	296	236	3,105	7,351	11,454	151
11	Formal Bids/RFP's/PQ's	20,523	0	1,037	1,346	103	82	1,078	2,553	3,977	52
11	Purchasing Card Rebate	(1,695)	0	(86)	(111)	(8)	(7)	(89)	(211)	(328)	(4)
11	Countywide Programs	2,803	0	142	184	14	11	147	349	543	7
	Subtotal - Purchasing - GF	189,344	0	9,569	12,418	949	755	9,946	23,549	36,693	484
14	Board of County Commissioners	9,230	0	466	605	46	37	485	1,148	1,789	24
14	County Commissioner's Other	11,551	0	584	758	58	46	607	1,437	2,238	29
	Subtotal - Board of County Comm - GF	20,781	0	1,050	1,363	104	83	1,092	2,585	4,027	53
15	Banking	6,399	0	323	420	32	26	336	796	1,240	16
15	Investments - Fund Specific	744	0	38	49	4	3	39	93	144	2
	Subtotal - Treasurer - GF	7,143	0	361	468	36	28	375	888	1,384	18
17	Non-Divisional	5,543	0	280	364	28	22	291	689	1,074	14
	Subtotal - Non-Departmental - GF	5,543	0	280	364	28	22	291	689	1,074	14
19	Fac - Courts & Admin Bldg	6,783	0	343	445	34	27	356	844	1,314	17
19	Fac - Laramie Bldg	426,090	0	21,534	27,944	2,136	1,699	22,382	52,994	82,572	1,088
	Subtotal - Facilities & Const Mgmt - GF	432,873	0	21,877	28,389	2,170	1,726	22,739	53,838	83,886	1,105
20	EDMS	0	30,201	1,526	1,981	151	120	1,586	3,756	5,853	77
20	ERP	0	47,058	2,378	3,086	236	188	2,472	5,853	9,119	120
20	EMail	0	908	46	60	5	4	48	113	176	2
20	Network & Telecomm	0	45,516	2,300	2,985	228	182	2,391	5,661	8,821	116
20	GIS	0	20,721	1,047	1,359	104	83	1,088	2,577	4,016	53
20	AV	0	5,731	290	376	29	23	301	713	1,111	15
20	File/Print Servers	0	1,269	64	83	6	5	67	158	246	3

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Expense%)

Dept:20 IT Services - GF

	Department	First Incoming	Second Incoming	Amanda	Archives & Record Mgmt	Document Production (Print Shop)	IVR	Department Specific Services	EDMS	ERP	EMail
20	Enterprise Web Apps	$0	$7,081	$358	$464	$36	$28	$372	$881	$1,372	$18
20	Customer Service	0	57,908	2,927	3,798	290	231	3,042	7,202	11,222	148
	Subtotal - IT Services - GF	0	216,393	10,936	14,192	1,085	863	11,367	26,914	41,935	553
21	Record Retrieval	0	26,200	1,324	1,718	131	104	1,376	3,259	5,077	67
21	Record Management	0	5,882	297	386	29	23	309	732	1,140	15
21	Record Storage	0	6,343	321	416	32	25	333	789	1,229	16
	Subtotal - Archives & Records - GF	0	38,425	1,942	2,520	193	153	2,018	4,779	7,446	98
23	Clerk to the Board	0	8,569	433	562	43	34	450	1,066	1,661	22
	Subtotal - C&R Clerk to the Board - GF	0	8,569	433	562	43	34	450	1,066	1,661	22
1	Courts & Admin Building (CAB)	0	14	1	1	0	0	1	2	3	0
1	Laramie Building	0	634	32	42	3	3	33	79	123	2
	Subtotal - Building Interest and Deprec	0	648	33	42	3	3	34	81	126	2
3	County Administration	0	3,219	163	211	16	13	169	400	624	8
	Subtotal - County Administrator - GF	0	3,219	163	211	16	13	169	400	624	8
4	Countywide Intranet, Web & Emp Assis	0	636	32	42	3	3	33	79	123	2
	Subtotal - Public Information Office - G	0	636	32	42	3	3	33	79	123	2
5	Billable Legal Fees	0	9,000	455	590	45	36	473	1,119	1,744	23
5	Litigation Costs	0	752	38	49	4	3	40	94	146	2
	Subtotal - County Atty Admin - GF	0	9,752	493	640	49	39	512	1,213	1,890	25
6	Administrative Services Supervision	0	9,254	468	607	46	37	486	1,151	1,793	24
	Subtotal - Admin Services - GF	0	9,254	468	607	46	37	486	1,151	1,793	24
7	Finance & IT Supervision	0	3,840	194	252	19	15	202	478	744	10
	Subtotal - Finance & IT - GF	0	3,840	194	252	19	15	202	478	744	10
8	Accounts Receivable	0	92	5	6	0	0	5	11	18	0
8	Accounts Payable	0	1,417	72	93	7	6	74	176	275	4
8	General Accounting	0	2,446	124	160	12	10	128	304	474	6

B. Incoming Costs - (Default Spread Expense%)

Dept:20 IT Services - GF

	Department	First Incoming	Second Incoming	Amanda	Archives & Record Mgmt	Document Production (Print Shop)	IVR	Department Specific Services	EDMS	ERP	EMail
8	Payroll	$0	$884	$45	$58	$4	$4	$46	$110	$171	$2
8	Capital Assets	0	1,179	60	77	6	5	62	147	228	3
8	Audit	0	0	0	0	0	0	0	0	0	0
	Subtotal - Accounting - GF	0	6,018	304	395	30	24	316	748	1,166	15
9	Budget Analysis	0	1,021	52	67	5	4	54	127	198	3
9	Budget Issues	0	811	41	53	4	3	43	101	157	2
	Subtotal - Budget - GF	0	1,832	93	120	9	7	96	228	355	5
10	Recruitment	0	2,128	108	140	11	8	112	265	412	5
10	General HR	0	1,598	81	105	8	6	84	199	310	4
10	Terminations	0	169	9	11	1	1	9	21	33	0
10	Unemployment	0	217	11	14	1	1	11	27	42	1
10	Training	0	714	36	47	4	3	38	89	138	2
10	Background Checks	0	0	0	0	0	0	0	0	0	0
10	Compensation Program	0	823	42	54	4	3	43	102	159	2
	Subtotal - Human Resources - GF	0	5,649	285	370	28	23	297	703	1,095	14
11	Purchase Orders	0	10,534	532	691	53	42	553	1,310	2,041	27
11	Contract Amendements & Renewals	0	5,958	301	391	30	24	313	741	1,155	15
11	Formal Bids/RFP's/PQ's	0	1,966	99	129	10	8	103	245	381	5
11	Purchasing Card Rebate	0	0	0	0	0	0	0	0	0	0
11	Countywide Programs	0	275	14	18	1	1	14	34	53	1
	Subtotal - Purchasing - GF	0	18,733	947	1,229	94	75	984	2,330	3,630	48
14	Board of County Commissioners	0	1,730	87	113	9	7	91	215	335	4
14	County Commissioner's Other	0	2,150	109	141	11	9	113	267	417	5
	Subtotal - Board of County Comm - GF	0	3,880	196	254	19	15	204	483	752	10
15	Banking	0	786	40	52	4	3	41	98	152	2
15	Investments - Fund Specific	0	87	4	6	0	0	5	11	17	0
	Subtotal - Treasurer - GF	0	873	44	57	4	3	46	109	169	2
17	Non-Divisional	0	2,292	116	150	11	9	120	285	444	6
	Subtotal - Non-Departmental - GF	0	2,292	116	150	11	9	120	285	444	6
19	Fac - Courts & Admin Bldg	0	359	18	24	2	1	19	45	70	1

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Expense%)

Dept:20 IT Services - GF

Department	First Incoming	Second Incoming	Amanda	Archives & Record Mgmt	Document Production (Print Shop)	IVR	Department Specific Services	EDMS	ERP	EMail
19 Fac - Laramie Bldg	$0	$14,405	$728	$945	$72	$57	$757	$1,792	$2,792	$37
Subtotal - Facilities & Const Mgmt - GF	0	14,764	746	968	74	59	776	1,836	2,861	38
Total Incoming	1,070,344	344,777	71,517	92,808	7,096	5,643	74,336	176,003	274,236	3,614
			5.05%	6.56%	0.50%	0.40%	5.25%	12.44%	19.38%	0.26%
C. Total Allocated		$10,516,478	$531,481	$689,700	$52,731	$41,937	$552,430	$1,307,970	$2,037,985	$26,856

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Expense%)

Dept:20 IT Services - GF

	Department	First Incoming	Second Incoming	Network & Telecomm	GIS	AV	File/Print Servers	Enterprise Web Apps	Customer Service
1	Courts & Admin Building (CAB)	$2,913	$0	$499	$249	$69	$10	$80	$554
1	Laramie Building	128,813	0	22,077	10,992	3,040	459	3,558	24,490
	Subtotal - Building Interest and Deprec	131,726	0	22,576	11,240	3,109	469	3,639	25,044
3	County Administration	16,168	0	2,771	1,380	382	58	447	3,074
	Subtotal - County Administrator - GF	16,168	0	2,771	1,380	382	58	447	3,074
4	Countywide Intranet, Web & Emp Assis	6,492	0	1,113	554	153	23	179	1,234
	Subtotal - Public Information Office - G	6,492	0	1,113	554	153	23	179	1,234
5	Billable Legal Fees	67,317	0	11,537	5,744	1,589	240	1,859	12,799
5	Litigation Costs	6,244	0	1,070	533	147	22	172	1,187
	Subtotal - County Atty Admin - GF	73,561	0	12,608	6,277	1,736	262	2,032	13,986
6	Administrative Services Supervision	80,969	0	13,877	6,909	1,911	288	2,237	15,394
	Subtotal - Admin Services - GF	80,969	0	13,877	6,909	1,911	288	2,237	15,394
7	Finance & IT Supervision	3,893	0	667	332	92	14	108	740
	Subtotal - Finance & IT - GF	3,893	0	667	332	92	14	108	740
8	Accounts Receivable	634	0	109	54	15	2	18	121
8	Accounts Payable	9,451	0	1,620	806	223	34	261	1,797
8	General Accounting	16,041	0	2,749	1,369	379	57	443	3,050
8	Payroll	5,972	0	1,024	510	141	21	165	1,135
8	Capital Assets	8,715	0	1,494	744	206	31	241	1,657
8	Audit	2,924	0	501	250	69	10	81	556
	Subtotal - Accounting - GF	43,737	0	7,496	3,732	1,032	156	1,208	8,315
9	Budget Analysis	9,380	0	1,608	800	221	33	259	1,783
9	Budget Issues	7,431	0	1,274	634	175	26	205	1,413
	Subtotal - Budget - GF	16,811	0	2,881	1,435	397	60	464	3,196
10	Recruitment	14,945	0	2,561	1,275	353	53	413	2,841
10	General HR	11,268	0	1,931	962	266	40	311	2,142
10	Terminations	1,201	0	206	102	28	4	33	228

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Expense%)

Dept:20 IT Services - GF

	Department	First Incoming	Second Incoming	Network & Telecomm	GIS	AV	File/Print Servers	Enterprise Web Apps	Customer Service
10	Unemployment	$1,510	$0	$259	$129	$36	$5	$42	$287
10	Training	6,254	0	1,072	534	148	22	173	1,189
10	Background Checks	206	0	35	18	5	1	6	39
10	Compensation Program	5,919	0	1,014	505	140	21	164	1,125
	Subtotal - Human Resources - GF	41,303	0	7,079	3,524	975	147	1,141	7,853
11	Purchase Orders	108,607	0	18,614	9,268	2,563	387	3,000	20,649
11	Contract Amendements & Renewals	59,106	0	10,130	5,044	1,395	211	1,633	11,237
11	Formal Bids/RFP's/PQ's	20,523	0	3,517	1,751	484	73	567	3,902
11	Purchasing Card Rebate	(1,695)	0	(291)	(145)	(40)	(6)	(47)	(322)
11	Countywide Programs	2,803	0	480	239	66	10	77	533
	Subtotal - Purchasing - GF	189,344	0	32,451	16,157	4,469	675	5,230	35,999
14	Board of County Commissioners	9,230	0	1,582	788	218	33	255	1,755
14	County Commissioner's Other	11,551	0	1,980	986	273	41	319	2,196
	Subtotal - Board of County Comm - GF	20,781	0	3,562	1,773	490	74	574	3,951
15	Banking	6,399	0	1,097	546	151	23	177	1,217
15	Investments - Fund Specific	744	0	128	63	18	3	21	141
	Subtotal - Treasurer - GF	7,143	0	1,224	610	169	25	197	1,358
17	Non-Divisional	5,543	0	950	473	131	20	153	1,054
	Subtotal - Non-Departmental - GF	5,543	0	950	473	131	20	153	1,054
19	Fac - Courts & Admin Bldg	6,783	0	1,163	579	160	24	187	1,290
19	Fac - Laramie Bldg	426,090	0	73,027	36,359	10,056	1,518	11,770	81,010
	Subtotal - Facilities & Const Mgmt - GF	432,873	0	74,189	36,938	10,217	1,542	11,957	82,299
20	EDMS	0	30,201	5,176	2,577	713	108	834	5,742
20	ERP	0	47,058	8,065	4,016	1,111	168	1,300	8,947
20	EMail	0	908	156	77	21	3	25	173
20	Network & Telecomm	0	45,516	7,801	3,884	1,074	162	1,257	8,654
20	GIS	0	20,721	3,551	1,768	489	74	572	3,940
20	AV	0	5,731	982	489	135	20	158	1,090
20	File/Print Servers	0	1,269	217	108	30	5	35	241

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Expense%)

Dept:20 IT Services - GF

	Department	First Incoming	Second Incoming	Network & Telecomm	GIS	AV	File/Print Servers	Enterprise Web Apps	Customer Service
20	Enterprise Web Apps	$0	$7,081	$1,214	$604	$167	$25	$196	$1,346
20	Customer Service	0	57,908	9,925	4,941	1,367	206	1,600	11,010
	Subtotal - IT Services - GF	0	216,393	37,087	18,465	5,107	771	5,977	41,141
21	Record Retrieval	0	26,200	4,490	2,236	618	93	724	4,981
21	Record Management	0	5,882	1,008	502	139	21	162	1,118
21	Record Storage	0	6,343	1,087	541	150	23	175	1,206
	Subtotal - Archives & Records - GF	0	38,425	6,586	3,279	907	137	1,061	7,305
23	Clerk to the Board	0	8,569	1,469	731	202	31	237	1,629
	Subtotal - C&R Clerk to the Board - GF	0	8,569	1,469	731	202	31	237	1,629
1	Courts & Admin Building (CAB)	0	14	2	1	0	0	0	3
1	Laramie Building	0	634	109	54	15	2	18	121
	Subtotal - Building Interest and Deprec	0	648	111	55	15	2	18	123
3	County Administration	0	3,219	552	275	76	11	89	612
	Subtotal - County Administrator - GF	0	3,219	552	275	76	11	89	612
4	Countywide Intranet, Web & Emp Assis	0	636	109	54	15	2	18	121
	Subtotal - Public Information Office - G	0	636	109	54	15	2	18	121
5	Billable Legal Fees	0	9,000	1,542	768	212	32	249	1,711
5	Litigation Costs	0	752	129	64	18	3	21	143
	Subtotal - County Atty Admin - GF	0	9,752	1,671	832	230	35	269	1,854
6	Administrative Services Supervision	0	9,254	1,586	790	218	33	256	1,759
	Subtotal - Admin Services - GF	0	9,254	1,586	790	218	33	256	1,759
7	Finance & IT Supervision	0	3,840	658	328	91	14	106	730
	Subtotal - Finance & IT - GF	0	3,840	658	328	91	14	106	730
8	Accounts Receivable	0	92	16	8	2	0	3	17
8	Accounts Payable	0	1,417	243	121	33	5	39	269
8	General Accounting	0	2,446	419	209	58	9	68	465

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Expense%)

Dept:20 IT Services - GF

	Department	First Incoming	Second Incoming	Network & Telecomm	GIS	AV	File/Print Servers	Enterprise Web Apps	Customer Service
8	Payroll	$0	$884	$152	$75	$21	$3	$24	$168
8	Capital Assets	0	1,179	202	101	28	4	33	224
8	Audit	0	0	0	0	0	0	0	0
	Subtotal - Accounting - GF	0	6,018	1,031	514	142	21	166	1,144
9	Budget Analysis	0	1,021	175	87	24	4	28	194
9	Budget Issues	0	811	139	69	19	3	22	154
	Subtotal - Budget - GF	0	1,832	314	156	43	7	51	348
10	Recruitment	0	2,128	365	182	50	8	59	405
10	General HR	0	1,598	274	136	38	6	44	304
10	Terminations	0	169	29	14	4	1	5	32
10	Unemployment	0	217	37	19	5	1	6	41
10	Training	0	714	122	61	17	3	20	136
10	Background Checks	0	0	0	0	0	0	0	0
10	Compensation Program	0	823	141	70	19	3	23	156
	Subtotal - Human Resources - GF	0	5,649	968	482	133	20	156	1,074
11	Purchase Orders	0	10,534	1,805	899	249	38	291	2,003
11	Contract Amendements & Renewals	0	5,958	1,021	508	141	21	165	1,133
11	Formal Bids/RFP's/PQ's	0	1,966	337	168	46	7	54	374
11	Purchasing Card Rebate	0	0	0	0	0	0	0	0
11	Countywide Programs	0	275	47	23	6	1	8	52
	Subtotal - Purchasing - GF	0	18,733	3,211	1,599	442	67	517	3,562
14	Board of County Commissioners	0	1,730	297	148	41	6	48	329
14	County Commissioner's Other	0	2,150	368	183	51	8	59	409
	Subtotal - Board of County Comm - GF	0	3,880	665	331	92	14	107	738
15	Banking	0	786	135	67	19	3	22	149
15	Investments - Fund Specific	0	87	15	7	2	0	2	17
	Subtotal - Treasurer - GF	0	873	150	74	21	3	24	166
17	Non-Divisional	0	2,292	393	196	54	8	63	436
	Subtotal - Non-Departmental - GF	0	2,292	393	196	54	8	63	436
19	Fac - Courts & Admin Bldg	0	359	62	31	8	1	10	68

Jefferson County,Colorado
Full Cost Allocation Plan

B. Incoming Costs - (Default Spread Expense%)

Dept:20 IT Services - GF

Department	First Incoming	Second Incoming	Network & Telecomm	GIS	AV	File/Print Servers	Enterprise Web Apps	Customer Service
19 Fac - Laramie Bldg	$0	$14,405	$2,469	$1,229	$340	$51	$398	$2,739
Subtotal - Facilities & Const Mgmt - GF	0	14,764	2,530	1,260	348	53	408	2,807
Total Incoming	1,070,344	344,777	242,535	120,754	33,399	5,042	39,090	269,047
			17.14%	8.53%	2.36%	0.36%	2.76%	19.01%
C. Total Allocated		$10,516,478	$1,802,403	$897,387	$248,208	$37,467	$290,496	$1,999,426

Jefferson County,Colorado
Full Cost Allocation Plan

Amanda Allocations

Dept:20 IT Services - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
13 Building Inspection - GF	14,510	58.13%	$298,801	$0	$298,801	$0	$298,801
18 Transportation & Engineering - GF	2,051	8.22%	42,236	0	42,236	0	42,236
23 C&R Clerk to the Board - GF	118	0.47%	2,430	0	2,430	245	2,675
37 Planning & Zoning - GF	5,147	20.62%	105,991	0	105,991	10,674	116,665
42 JCSO Support Services - GF	44	0.18%	906	0	906	91	997
47 Insurance Fund	634	2.54%	13,056	0	13,056	1,315	14,371
63 Road & Bridge Fund	558	2.24%	11,491	0	11,491	1,157	12,648
75 Public Health Fund	1,901	7.62%	39,147	0	39,147	3,942	43,089
Subtotal	24,963	100.00%	514,057	0	514,057	17,424	531,481
Direct Bills					0		0
Total					$514,057		$531,481

Basis Units: # of Amanda Folders
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Archives & Record Mgmt Allocations

Dept:20 IT Services - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
21 Archives & Records - GF	100	100.00%	$667,089	$0	$667,089	$22,611	$689,700
Subtotal	100	100.00%	667,089	0	667,089	22,611	689,700
Direct Bills					0		0
Total					$667,089		$689,700

Basis Units: 100% to Archives & Record Mgmt
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Document Production (Print Shop) Allocations

Dept:20 IT Services - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
16 Document Production (Print Shop) - GF	100	100.00%	$51,002	$0	$51,002	$0	$51,002
##### 2nd Allocation Orphans	0	0.00%	0	0	0	1,729	1,729
Subtotal	100	100.00%	51,002	0	51,002	1,729	52,731
Direct Bills					0		0
Total					$51,002		$52,731

Basis Units: 100% to Document Production
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

IVR Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	1	3.45%	$1,399	$0	$1,399	$0	$1,399
10	Human Resources - GF	1	3.45%	1,399	0	1,399	0	1,399
15	Treasurer - GF	1	3.45%	1,399	0	1,399	0	1,399
22	C&R Administration - GF	1	3.45%	1,399	0	1,399	53	1,452
24	C&R Elections - GF	1	3.45%	1,399	0	1,399	53	1,452
25	C&R Motor Vehicle - GF	1	3.45%	1,399	0	1,399	53	1,452
26	C&R Recording - GF	2	6.90%	2,797	0	2,797	106	2,903
27	Assessor - GF	2	6.90%	2,797	0	2,797	106	2,903
36	Justice Services - GF	4	13.79%	5,595	0	5,595	212	5,806
37	Planning & Zoning - GF	1	3.45%	1,399	0	1,399	53	1,452
40	JCSO Law Enforcement - GF	1	3.45%	1,399	0	1,399	53	1,452
42	JCSO Support Services - GF	4	13.79%	5,595	0	5,595	212	5,806
49	Open Space Fund	1	3.45%	1,399	0	1,399	53	1,452
64	Social Services Fund	4	13.79%	5,595	0	5,595	212	5,806
65	Workforce Development Fund	1	3.45%	1,399	0	1,399	53	1,452
75	Public Health Fund	1	3.45%	1,399	0	1,399	53	1,452
76	Airport Fund	1	3.45%	1,399	0	1,399	53	1,452
86	Courts	1	3.45%	1,399	0	1,399	53	1,452
Subtotal		29	100.00%	40,562	0	40,562	1,375	41,937
Direct Bills						0		0
Total						$40,562		$41,937

Basis Units: # of IVR Applications by dept/div
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Department Specific Services Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
5	County Atty Admin - GF	23,581	6.40%	$34,211	$0	$34,211	$0	$34,211
10	Human Resources - GF	9,157	2.49%	13,285	0	13,285	0	13,285
11	Purchasing - GF	1,189	0.32%	1,725	0	1,725	0	1,725
15	Treasurer - GF	12,977	3.52%	18,827	0	18,827	0	18,827
18	Transportation & Engineering - GF	13,836	3.76%	20,073	0	20,073	0	20,073
19	Facilities & Const Mgmt - GF	519	0.14%	753	0	753	0	753
22	C&R Administration - GF	32,967	8.95%	47,828	0	47,828	1,945	49,773
27	Assessor - GF	37,743	10.25%	54,757	0	54,757	2,226	56,983
29	Coroner - GF	406	0.11%	589	0	589	24	613
31	District Attorney Admin - GF	85,814	23.30%	124,498	0	124,498	5,062	129,560
36	Justice Services - GF	20,653	5.61%	29,963	0	29,963	1,218	31,181
37	Planning & Zoning - GF	4,958	1.35%	7,193	0	7,193	292	7,485
38	Public Trustee	1,622	0.44%	2,353	0	2,353	96	2,449
42	JCSO Support Services - GF	57,489	15.61%	83,404	0	83,404	3,391	86,795
44	Historical Commission - GF	264	0.07%	383	0	383	16	399
49	Open Space Fund	711	0.19%	1,032	0	1,032	42	1,073
63	Road & Bridge Fund	16,196	4.40%	23,497	0	23,497	955	24,452
64	Social Services Fund	33,604	9.12%	48,752	0	48,752	1,982	50,734
69	Fleet Services Fund	1,681	0.46%	2,439	0	2,439	99	2,538
70	Library Fund	12,929	3.51%	18,757	0	18,757	763	19,520
Subtotal		368,296	100.00%	534,319	0	534,319	18,111	552,430
Direct Bills						0		0
Total						$534,319		$552,430

Basis Units: Weighted Hours Spent by dept/div
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

EDMS Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.18%	$2,291	$0	$2,291	$0	$2,291
4	Public Information Office - GF	6.25	0.23%	2,864	0	2,864	0	2,864
5	County Atty Admin - GF	31.15	1.13%	14,276	0	14,276	0	14,276
6	Admin Services - GF	1.00	0.04%	458	0	458	0	458
7	Finance & IT - GF	1.50	0.05%	687	0	687	0	687
8	Accounting - GF	18.38	0.67%	8,423	0	8,423	0	8,423
9	Budget - GF	6.50	0.24%	2,979	0	2,979	0	2,979
10	Human Resources - GF	14.50	0.53%	6,645	0	6,645	0	6,645
11	Purchasing - GF	7.00	0.25%	3,208	0	3,208	0	3,208
12	Development & Trans - GF	1.50	0.05%	687	0	687	0	687
13	Building Inspection - GF	27.00	0.98%	12,374	0	12,374	0	12,374
14	Board of County Comm - GF	4.80	0.17%	2,200	0	2,200	0	2,200
15	Treasurer - GF	13.00	0.47%	5,958	0	5,958	0	5,958
16	Document Production (Print Shop) - GF	1.00	0.04%	458	0	458	0	458
18	Transportation & Engineering - GF	35.00	1.27%	16,040	0	16,040	0	16,040
19	Facilities & Const Mgmt - GF	55.00	1.99%	25,206	0	25,206	0	25,206
20	IT Services - GF	65.90	2.39%	30,201	0	30,201	0	30,201
21	Archives & Records - GF	2.00	0.07%	917	0	917	35	951
22	C&R Administration - GF	8.00	0.29%	3,666	0	3,666	139	3,805
23	C&R Clerk to the Board - GF	3.00	0.11%	1,375	0	1,375	52	1,427
24	C&R Elections - GF	15.00	0.54%	6,874	0	6,874	261	7,135
25	C&R Motor Vehicle - GF	61.50	2.23%	28,185	0	28,185	1,069	29,254
26	C&R Recording - GF	16.00	0.58%	7,333	0	7,333	278	7,611
27	Assessor - GF	52.58	1.90%	24,097	0	24,097	914	25,011
28	CSU Extension - GF	5.50	0.20%	2,521	0	2,521	96	2,616
29	Coroner - GF	12.00	0.43%	5,499	0	5,499	209	5,708
30	County Attorney BOE - GF	1.00	0.04%	458	0	458	17	476
31	District Attorney Admin - GF	169.35	6.13%	77,612	0	77,612	2,945	80,556
32	District Atty Dom Violence - GF	1.00	0.04%	458	0	458	17	476
33	Emergency Management - GF	5.00	0.18%	2,291	0	2,291	87	2,378
34	Fairgrounds - GF	9.00	0.33%	4,125	0	4,125	157	4,281
36	Justice Services - GF	34.85	1.26%	15,971	0	15,971	606	16,577
37	Planning & Zoning - GF	40.90	1.48%	18,744	0	18,744	711	19,455
38	Public Trustee	8.80	0.32%	4,033	0	4,033	153	4,186
39	JCSO Detentions - GF	370.00	13.40%	169,568	0	169,568	6,434	176,002
40	JCSO Law Enforcement - GF	16.00	0.58%	7,333	0	7,333	278	7,611
41	JCSO Executive - GF	11.00	0.40%	5,041	0	5,041	191	5,232
42	JCSO Support Services - GF	123.00	4.46%	56,370	0	56,370	2,139	58,509
43	Surveyor - GF	1.00	0.04%	458	0	458	17	476
46	Dog Licensing Fund	2.00	0.07%	917	0	917	35	951
47	Insurance Fund	2.00	0.07%	917	0	917	35	951
48	Worker's Compensation Fund	2.00	0.07%	917	0	917	35	951
49	Open Space Fund	94.98	3.44%	43,528	0	43,528	1,652	45,180

Jefferson County,Colorado
Full Cost Allocation Plan

EDMS Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56	Boettcher Mansion Fund	5.63	0.20%	$2,580	$0	$2,580	$98	$2,678
63	Road & Bridge Fund	180.60	6.54%	82,767	0	82,767	3,140	85,908
64	Social Services Fund	481.68	17.45%	220,750	0	220,750	8,376	229,126
65	Workforce Development Fund	26.88	0.97%	12,319	0	12,319	467	12,786
66	Head Start Fund	55.27	2.00%	25,330	0	25,330	961	26,291
69	Fleet Services Fund	23.00	0.83%	10,541	0	10,541	400	10,941
70	Library Fund	182.00	6.59%	83,409	0	83,409	3,165	86,574
71	Benefit Plan Fund	4.00	0.14%	1,833	0	1,833	70	1,903
72	Patrol Fund	266.00	9.64%	121,905	0	121,905	4,626	126,531
73	Inmate Welfare Fund	10.00	0.36%	4,583	0	4,583	174	4,757
75	Public Health Fund	138.65	5.02%	63,542	0	63,542	2,411	65,953
76	Airport Fund	20.80	0.75%	9,532	0	9,532	362	9,894
85	Community Development Fund	4.00	0.14%	1,833	0	1,833	70	1,903
Subtotal		2,760.45	100.00%	1,265,089	0	1,265,089	42,881	1,307,970
Direct Bills						0		0
Total						$1,265,089		$1,307,970

Basis Units: Benefit Eligible FTE
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

ERP Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.18%	$3,570	$0	$3,570	$0	$3,570
4	Public Information Office - GF	6.25	0.23%	4,463	0	4,463	0	4,463
5	County Atty Admin - GF	31.15	1.13%	22,243	0	22,243	0	22,243
6	Admin Services - GF	1.00	0.04%	714	0	714	0	714
7	Finance & IT - GF	1.50	0.05%	1,071	0	1,071	0	1,071
8	Accounting - GF	18.38	0.67%	13,125	0	13,125	0	13,125
9	Budget - GF	6.50	0.24%	4,641	0	4,641	0	4,641
10	Human Resources - GF	14.50	0.53%	10,354	0	10,354	0	10,354
11	Purchasing - GF	7.00	0.25%	4,999	0	4,999	0	4,999
12	Development & Trans - GF	1.50	0.05%	1,071	0	1,071	0	1,071
13	Building Inspection - GF	27.00	0.98%	19,280	0	19,280	0	19,280
14	Board of County Comm - GF	4.80	0.17%	3,428	0	3,428	0	3,428
15	Treasurer - GF	13.00	0.47%	9,283	0	9,283	0	9,283
16	Document Production (Print Shop) - GF	1.00	0.04%	714	0	714	0	714
18	Transportation & Engineering - GF	35.00	1.27%	24,993	0	24,993	0	24,993
19	Facilities & Const Mgmt - GF	55.00	1.99%	39,274	0	39,274	0	39,274
20	IT Services - GF	65.90	2.39%	47,058	0	47,058	0	47,058
21	Archives & Records - GF	2.00	0.07%	1,428	0	1,428	54	1,482
22	C&R Administration - GF	8.00	0.29%	5,713	0	5,713	217	5,929
23	C&R Clerk to the Board - GF	3.00	0.11%	2,142	0	2,142	81	2,224
24	C&R Elections - GF	15.00	0.54%	10,711	0	10,711	406	11,118
25	C&R Motor Vehicle - GF	61.50	2.23%	43,916	0	43,916	1,666	45,582
26	C&R Recording - GF	16.00	0.58%	11,425	0	11,425	434	11,859
27	Assessor - GF	52.58	1.90%	37,546	0	37,546	1,425	38,971
28	CSU Extension - GF	5.50	0.20%	3,927	0	3,927	149	4,076
29	Coroner - GF	12.00	0.43%	8,569	0	8,569	325	8,894
30	County Attorney BOE - GF	1.00	0.04%	714	0	714	27	741
31	District Attorney Admin - GF	169.35	6.13%	120,929	0	120,929	4,588	125,517
32	District Atty Dom Violence - GF	1.00	0.04%	714	0	714	27	741
33	Emergency Management - GF	5.00	0.18%	3,570	0	3,570	135	3,706
34	Fairgrounds - GF	9.00	0.33%	6,427	0	6,427	244	6,671
36	Justice Services - GF	34.85	1.26%	24,886	0	24,886	944	25,830
37	Planning & Zoning - GF	40.90	1.48%	29,206	0	29,206	1,108	30,314
38	Public Trustee	8.80	0.32%	6,284	0	6,284	238	6,522
39	JCSO Detentions - GF	370.00	13.40%	264,208	0	264,208	10,025	274,233
40	JCSO Law Enforcement - GF	16.00	0.58%	11,425	0	11,425	434	11,859
41	JCSO Executive - GF	11.00	0.40%	7,855	0	7,855	298	8,153
42	JCSO Support Services - GF	123.00	4.46%	87,831	0	87,831	3,333	91,164
43	Surveyor - GF	1.00	0.04%	714	0	714	27	741
46	Dog Licensing Fund	2.00	0.07%	1,428	0	1,428	54	1,482
47	Insurance Fund	2.00	0.07%	1,428	0	1,428	54	1,482
48	Worker's Compensation Fund	2.00	0.07%	1,428	0	1,428	54	1,482
49	Open Space Fund	94.98	3.44%	67,823	0	67,823	2,573	70,396

Jefferson County,Colorado
Full Cost Allocation Plan

ERP Allocations

Dept:20 IT Services - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.20%	$4,020	$0	$4,020	$153	$4,173
63 Road & Bridge Fund	180.60	6.54%	128,962	0	128,962	4,893	133,855
64 Social Services Fund	481.68	17.45%	343,956	0	343,956	13,051	357,007
65 Workforce Development Fund	26.88	0.97%	19,194	0	19,194	728	19,923
66 Head Start Fund	55.27	2.00%	39,467	0	39,467	1,498	40,964
69 Fleet Services Fund	23.00	0.83%	16,424	0	16,424	623	17,047
70 Library Fund	182.00	6.59%	129,962	0	129,962	4,931	134,893
71 Benefit Plan Fund	4.00	0.14%	2,856	0	2,856	108	2,965
72 Patrol Fund	266.00	9.64%	189,944	0	189,944	7,207	197,151
73 Inmate Welfare Fund	10.00	0.36%	7,141	0	7,141	271	7,412
75 Public Health Fund	138.65	5.02%	99,007	0	99,007	3,757	102,763
76 Airport Fund	20.80	0.75%	14,853	0	14,853	564	15,416
85 Community Development Fund	4.00	0.14%	2,856	0	2,856	108	2,965
Subtotal	2,760.45	100.00%	1,971,171	0	1,971,171	66,814	2,037,985
Direct Bills					0		0
Total					$1,971,171		$2,037,985

Basis Units: Benefit Eligible FTE
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

EMail Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.27%	$69	$0	$69	$0	$69
4	Public Information Office - GF	6.25	0.33%	86	0	86	0	86
5	County Atty Admin - GF	31.15	1.65%	429	0	429	0	429
6	Admin Services - GF	1.00	0.05%	14	0	14	0	14
7	Finance & IT - GF	1.50	0.08%	21	0	21	0	21
8	Accounting - GF	18.38	0.97%	253	0	253	0	253
9	Budget - GF	6.50	0.34%	90	0	90	0	90
10	Human Resources - GF	14.50	0.77%	200	0	200	0	200
11	Purchasing - GF	7.00	0.37%	96	0	96	0	96
12	Development & Trans - GF	1.50	0.08%	21	0	21	0	21
13	Building Inspection - GF	27.00	1.43%	372	0	372	0	372
14	Board of County Comm - GF	4.80	0.25%	66	0	66	0	66
15	Treasurer - GF	13.00	0.69%	179	0	179	0	179
16	Document Production (Print Shop) - GF	1.00	0.05%	14	0	14	0	14
18	Transportation & Engineering - GF	35.00	1.86%	482	0	482	0	482
19	Facilities & Const Mgmt - GF	55.00	2.92%	758	0	758	0	758
20	IT Services - GF	65.90	3.50%	908	0	908	0	908
21	Archives & Records - GF	2.00	0.11%	28	0	28	1	29
22	C&R Administration - GF	8.00	0.42%	110	0	110	4	115
23	C&R Clerk to the Board - GF	3.00	0.16%	41	0	41	2	43
24	C&R Elections - GF	15.00	0.80%	207	0	207	8	215
25	C&R Motor Vehicle - GF	61.50	3.26%	847	0	847	34	881
26	C&R Recording - GF	16.00	0.85%	220	0	220	9	229
27	Assessor - GF	52.58	2.79%	724	0	724	29	754
28	CSU Extension - GF	5.50	0.29%	76	0	76	3	79
29	Coroner - GF	12.00	0.64%	165	0	165	7	172
30	County Attorney BOE - GF	1.00	0.05%	14	0	14	1	14
31	District Attorney Admin - GF	169.35	8.98%	2,333	0	2,333	94	2,427
32	District Atty Dom Violence - GF	1.00	0.05%	14	0	14	1	14
33	Emergency Management - GF	1.00	0.05%	14	0	14	1	14
34	Fairgrounds - GF	9.00	0.48%	124	0	124	5	129
36	Justice Services - GF	34.85	1.85%	480	0	480	19	499
37	Planning & Zoning - GF	40.90	2.17%	564	0	564	23	586
38	Public Trustee	8.80	0.47%	121	0	121	5	126
39	JCSO Detentions - GF	74.00	3.93%	1,020	0	1,020	41	1,061
40	JCSO Law Enforcement - GF	3.20	0.17%	44	0	44	2	46
41	JCSO Executive - GF	2.20	0.12%	30	0	30	1	32
42	JCSO Support Services - GF	24.60	1.30%	339	0	339	14	353
43	Surveyor - GF	0.50	0.03%	7	0	7	0	7
46	Dog Licensing Fund	1.00	0.05%	14	0	14	1	14
47	Insurance Fund	2.00	0.11%	28	0	28	1	29
48	Worker's Compensation Fund	2.00	0.11%	28	0	28	1	29
49	Open Space Fund	94.98	5.04%	1,309	0	1,309	53	1,361

Jefferson County,Colorado
Full Cost Allocation Plan

EMail Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56	Boettcher Mansion Fund	5.63	0.30%	$78	$0	$78	$3	$81
63	Road & Bridge Fund	90.30	4.79%	1,244	0	1,244	50	1,294
64	Social Services Fund	481.68	25.55%	6,637	0	6,637	267	6,903
65	Workforce Development Fund	26.88	1.43%	370	0	370	15	385
66	Head Start Fund	55.27	2.93%	762	0	762	31	792
69	Fleet Services Fund	23.00	1.22%	317	0	317	13	330
70	Library Fund	36.40	1.93%	502	0	502	20	522
71	Benefit Plan Fund	4.00	0.21%	55	0	55	2	57
72	Patrol Fund	53.20	2.82%	733	0	733	29	762
73	Inmate Welfare Fund	5.00	0.27%	69	0	69	3	72
75	Public Health Fund	138.65	7.35%	1,910	0	1,910	77	1,987
76	Airport Fund	20.80	1.10%	287	0	287	12	298
85	Community Development Fund	4.00	0.21%	55	0	55	2	57
Subtotal		1,885.25	100.00%	25,976	0	25,976	880	26,856
Direct Bills						0		0
Total						$25,976		$26,856

Basis Units: Benefit Eligible FTE's with Surveyor, R&B @ 50%, Library & Sheriff @20%
Source:

Network & Telecomm Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.20%	$3,453	$0	$3,453	$0	$3,453
4	Public Information Office - GF	6.25	0.25%	4,317	0	4,317	0	4,317
5	County Atty Admin - GF	31.15	1.23%	21,515	0	21,515	0	21,515
6	Admin Services - GF	1.00	0.04%	691	0	691	0	691
7	Finance & IT - GF	1.50	0.06%	1,036	0	1,036	0	1,036
8	Accounting - GF	18.38	0.73%	12,695	0	12,695	0	12,695
9	Budget - GF	6.50	0.26%	4,489	0	4,489	0	4,489
10	Human Resources - GF	14.50	0.57%	10,015	0	10,015	0	10,015
11	Purchasing - GF	7.00	0.28%	4,835	0	4,835	0	4,835
12	Development & Trans - GF	1.50	0.06%	1,036	0	1,036	0	1,036
13	Building Inspection - GF	27.00	1.07%	18,648	0	18,648	0	18,648
14	Board of County Comm - GF	4.80	0.19%	3,315	0	3,315	0	3,315
15	Treasurer - GF	13.00	0.52%	8,979	0	8,979	0	8,979
16	Document Production (Print Shop) - GF	1.00	0.04%	691	0	691	0	691
18	Transportation & Engineering - GF	35.00	1.39%	24,174	0	24,174	0	24,174
19	Facilities & Const Mgmt - GF	55.00	2.18%	37,987	0	37,987	0	37,987
20	IT Services - GF	65.90	2.61%	45,516	0	45,516	0	45,516
21	Archives & Records - GF	2.00	0.08%	1,381	0	1,381	53	1,434
22	C&R Administration - GF	8.00	0.32%	5,525	0	5,525	212	5,737
23	C&R Clerk to the Board - GF	3.00	0.12%	2,072	0	2,072	80	2,152
24	C&R Elections - GF	15.00	0.59%	10,360	0	10,360	398	10,758
25	C&R Motor Vehicle - GF	61.50	2.44%	42,477	0	42,477	1,630	44,107
26	C&R Recording - GF	16.00	0.63%	11,051	0	11,051	424	11,475
27	Assessor - GF	52.58	2.08%	36,316	0	36,316	1,394	37,710
28	CSU Extension - GF	5.50	0.22%	3,799	0	3,799	146	3,945
29	Coroner - GF	12.00	0.48%	8,288	0	8,288	318	8,606
30	County Attorney BOE - GF	1.00	0.04%	691	0	691	27	717
31	District Attorney Admin - GF	169.35	6.71%	116,967	0	116,967	4,488	121,455
32	District Atty Dom Violence - GF	1.00	0.04%	691	0	691	27	717
33	Emergency Management - GF	5.00	0.20%	3,453	0	3,453	133	3,586
34	Fairgrounds - GF	9.00	0.36%	6,216	0	6,216	239	6,455
36	Justice Services - GF	34.85	1.38%	24,070	0	24,070	924	24,994
37	Planning & Zoning - GF	40.90	1.62%	28,249	0	28,249	1,084	29,333
38	Public Trustee	8.80	0.35%	6,078	0	6,078	233	6,311
39	JCSO Detentions - GF	370.00	14.66%	255,552	0	255,552	9,806	265,358
40	JCSO Law Enforcement - GF	16.00	0.63%	11,051	0	11,051	424	11,475
41	JCSO Executive - GF	11.00	0.44%	7,597	0	7,597	292	7,889
42	JCSO Support Services - GF	123.00	4.87%	84,954	0	84,954	3,260	88,214
43	Surveyor - GF	0.50	0.02%	345	0	345	13	359
46	Dog Licensing Fund	2.00	0.08%	1,381	0	1,381	53	1,434
47	Insurance Fund	2.00	0.08%	1,381	0	1,381	53	1,434
48	Worker's Compensation Fund	2.00	0.08%	1,381	0	1,381	53	1,434
49	Open Space Fund	94.98	3.76%	65,601	0	65,601	2,517	68,118

Jefferson County,Colorado
Full Cost Allocation Plan

Network & Telecomm Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56	Boettcher Mansion Fund	5.63	0.22%	$3,889	$0	$3,889	$149	$4,038
63	Road & Bridge Fund	90.30	3.58%	62,368	0	62,368	2,393	64,762
64	Social Services Fund	481.68	19.08%	332,687	0	332,687	12,766	345,453
65	Workforce Development Fund	26.88	1.06%	18,565	0	18,565	712	19,278
66	Head Start Fund	55.27	2.19%	38,174	0	38,174	1,465	39,639
69	Fleet Services Fund	23.00	0.91%	15,886	0	15,886	610	16,495
70	Library Fund	36.40	1.44%	25,141	0	25,141	965	26,105
71	Benefit Plan Fund	4.00	0.16%	2,763	0	2,763	106	2,869
72	Patrol Fund	266.00	10.54%	183,721	0	183,721	7,050	190,771
73	Inmate Welfare Fund	10.00	0.40%	6,907	0	6,907	265	7,172
75	Public Health Fund	138.65	5.49%	95,763	0	95,763	3,675	99,438
76	Airport Fund	20.80	0.82%	14,366	0	14,366	551	14,917
85	Community Development Fund	4.00	0.16%	2,763	0	2,763	106	2,869
Subtotal		2,524.05	100.00%	1,743,312	0	1,743,312	59,091	1,802,403
Direct Bills						0		0
Total						$1,743,312		$1,802,403

Basis Units: Benefit Eligible FTE's with Surveyor, R&B @ 30%, Library @ 10%
Source:

GIS Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.18%	$1,572	$0	$1,572	$0	$1,572
4	Public Information Office - GF	6.25	0.23%	1,965	0	1,965	0	1,965
5	County Atty Admin - GF	31.15	1.13%	9,794	0	9,794	0	9,794
6	Admin Services - GF	1.00	0.04%	314	0	314	0	314
7	Finance & IT - GF	1.50	0.05%	472	0	472	0	472
8	Accounting - GF	18.38	0.67%	5,779	0	5,779	0	5,779
9	Budget - GF	6.50	0.24%	2,044	0	2,044	0	2,044
10	Human Resources - GF	14.50	0.53%	4,559	0	4,559	0	4,559
11	Purchasing - GF	7.00	0.25%	2,201	0	2,201	0	2,201
12	Development & Trans - GF	1.50	0.05%	472	0	472	0	472
13	Building Inspection - GF	27.00	0.98%	8,490	0	8,490	0	8,490
14	Board of County Comm - GF	4.80	0.17%	1,509	0	1,509	0	1,509
15	Treasurer - GF	13.00	0.47%	4,088	0	4,088	0	4,088
16	Document Production (Print Shop) - GF	1.00	0.04%	314	0	314	0	314
18	Transportation & Engineering - GF	35.00	1.27%	11,005	0	11,005	0	11,005
19	Facilities & Const Mgmt - GF	55.00	1.99%	17,294	0	17,294	0	17,294
20	IT Services - GF	65.90	2.39%	20,721	0	20,721	0	20,721
21	Archives & Records - GF	2.00	0.07%	629	0	629	24	653
22	C&R Administration - GF	8.00	0.29%	2,515	0	2,515	95	2,611
23	C&R Clerk to the Board - GF	3.00	0.11%	943	0	943	36	979
24	C&R Elections - GF	15.00	0.54%	4,716	0	4,716	179	4,895
25	C&R Motor Vehicle - GF	61.50	2.23%	19,337	0	19,337	734	20,071
26	C&R Recording - GF	16.00	0.58%	5,031	0	5,031	191	5,222
27	Assessor - GF	52.58	1.90%	16,533	0	16,533	627	17,160
28	CSU Extension - GF	5.50	0.20%	1,729	0	1,729	66	1,795
29	Coroner - GF	12.00	0.43%	3,773	0	3,773	143	3,916
30	County Attorney BOE - GF	1.00	0.04%	314	0	314	12	326
31	District Attorney Admin - GF	169.35	6.13%	53,249	0	53,249	2,020	55,269
32	District Atty Dom Violence - GF	1.00	0.04%	314	0	314	12	326
33	Emergency Management - GF	5.00	0.18%	1,572	0	1,572	60	1,632
34	Fairgrounds - GF	9.00	0.33%	2,830	0	2,830	107	2,937
36	Justice Services - GF	34.85	1.26%	10,958	0	10,958	416	11,374
37	Planning & Zoning - GF	40.90	1.48%	12,860	0	12,860	488	13,348
38	Public Trustee	8.80	0.32%	2,767	0	2,767	105	2,872
39	JCSO Detentions - GF	370.00	13.40%	116,339	0	116,339	4,414	120,753
40	JCSO Law Enforcement - GF	16.00	0.58%	5,031	0	5,031	191	5,222
41	JCSO Executive - GF	11.00	0.40%	3,459	0	3,459	131	3,590
42	JCSO Support Services - GF	123.00	4.46%	38,675	0	38,675	1,467	40,142
43	Surveyor - GF	1.00	0.04%	314	0	314	12	326
46	Dog Licensing Fund	2.00	0.07%	629	0	629	24	653
47	Insurance Fund	2.00	0.07%	629	0	629	24	653
48	Worker's Compensation Fund	2.00	0.07%	629	0	629	24	653
49	Open Space Fund	94.98	3.44%	29,865	0	29,865	1,133	30,998

Jefferson County,Colorado
Full Cost Allocation Plan

GIS Allocations

Dept:20 IT Services - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.20%	$1,770	$0	$1,770	$67	$1,837
63 Road & Bridge Fund	180.60	6.54%	56,786	0	56,786	2,155	58,941
64 Social Services Fund	481.68	17.45%	151,454	0	151,454	5,747	157,201
65 Workforce Development Fund	26.88	0.97%	8,452	0	8,452	321	8,773
66 Head Start Fund	55.27	2.00%	17,379	0	17,379	659	18,038
69 Fleet Services Fund	23.00	0.83%	7,232	0	7,232	274	7,506
70 Library Fund	182.00	6.59%	57,226	0	57,226	2,171	59,398
71 Benefit Plan Fund	4.00	0.14%	1,258	0	1,258	48	1,305
72 Patrol Fund	266.00	9.64%	83,638	0	83,638	3,174	86,812
73 Inmate Welfare Fund	10.00	0.36%	3,144	0	3,144	119	3,264
75 Public Health Fund	138.65	5.02%	43,596	0	43,596	1,654	45,250
76 Airport Fund	20.80	0.75%	6,540	0	6,540	248	6,788
85 Community Development Fund	4.00	0.14%	1,258	0	1,258	48	1,305
Subtotal	2,760.45	100.00%	867,967	0	867,967	29,420	897,387
Direct Bills					0		0
Total					$867,967		$897,387

Basis Units: Benefit Eligible FTE
Source:

AV Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.18%	$435	$0	$435	$0	$435
4	Public Information Office - GF	6.25	0.23%	544	0	544	0	544
5	County Atty Admin - GF	31.15	1.13%	2,709	0	2,709	0	2,709
6	Admin Services - GF	1.00	0.04%	87	0	87	0	87
7	Finance & IT - GF	1.50	0.05%	130	0	130	0	130
8	Accounting - GF	18.38	0.67%	1,598	0	1,598	0	1,598
9	Budget - GF	6.50	0.24%	565	0	565	0	565
10	Human Resources - GF	14.50	0.53%	1,261	0	1,261	0	1,261
11	Purchasing - GF	7.00	0.25%	609	0	609	0	609
12	Development & Trans - GF	1.50	0.05%	130	0	130	0	130
13	Building Inspection - GF	27.00	0.98%	2,348	0	2,348	0	2,348
14	Board of County Comm - GF	4.80	0.17%	417	0	417	0	417
15	Treasurer - GF	13.00	0.47%	1,131	0	1,131	0	1,131
16	Document Production (Print Shop) - GF	1.00	0.04%	87	0	87	0	87
18	Transportation & Engineering - GF	35.00	1.27%	3,044	0	3,044	0	3,044
19	Facilities & Const Mgmt - GF	55.00	1.99%	4,783	0	4,783	0	4,783
20	IT Services - GF	65.90	2.39%	5,731	0	5,731	0	5,731
21	Archives & Records - GF	2.00	0.07%	174	0	174	7	181
22	C&R Administration - GF	8.00	0.29%	696	0	696	26	722
23	C&R Clerk to the Board - GF	3.00	0.11%	261	0	261	10	271
24	C&R Elections - GF	15.00	0.54%	1,305	0	1,305	49	1,354
25	C&R Motor Vehicle - GF	61.50	2.23%	5,349	0	5,349	203	5,551
26	C&R Recording - GF	16.00	0.58%	1,391	0	1,391	53	1,444
27	Assessor - GF	52.58	1.90%	4,573	0	4,573	174	4,746
28	CSU Extension - GF	5.50	0.20%	478	0	478	18	496
29	Coroner - GF	12.00	0.43%	1,044	0	1,044	40	1,083
30	County Attorney BOE - GF	1.00	0.04%	87	0	87	3	90
31	District Attorney Admin - GF	169.35	6.13%	14,728	0	14,728	559	15,287
32	District Atty Dom Violence - GF	1.00	0.04%	87	0	87	3	90
33	Emergency Management - GF	5.00	0.18%	435	0	435	16	451
34	Fairgrounds - GF	9.00	0.33%	783	0	783	30	812
36	Justice Services - GF	34.85	1.26%	3,031	0	3,031	115	3,146
37	Planning & Zoning - GF	40.90	1.48%	3,557	0	3,557	135	3,692
38	Public Trustee	8.80	0.32%	765	0	765	29	794
39	JCSO Detentions - GF	370.00	13.40%	32,178	0	32,178	1,221	33,399
40	JCSO Law Enforcement - GF	16.00	0.58%	1,391	0	1,391	53	1,444
41	JCSO Executive - GF	11.00	0.40%	957	0	957	36	993
42	JCSO Support Services - GF	123.00	4.46%	10,697	0	10,697	406	11,103
43	Surveyor - GF	1.00	0.04%	87	0	87	3	90
46	Dog Licensing Fund	2.00	0.07%	174	0	174	7	181
47	Insurance Fund	2.00	0.07%	174	0	174	7	181
48	Worker's Compensation Fund	2.00	0.07%	174	0	174	7	181
49	Open Space Fund	94.98	3.44%	8,260	0	8,260	313	8,574

Jefferson County,Colorado
Full Cost Allocation Plan

AV Allocations

Dept:20 IT Services - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.20%	$490	$0	$490	$19	$508
63 Road & Bridge Fund	180.60	6.54%	15,706	0	15,706	596	16,302
64 Social Services Fund	481.68	17.45%	41,891	0	41,891	1,589	43,480
65 Workforce Development Fund	26.88	0.97%	2,338	0	2,338	89	2,426
66 Head Start Fund	55.27	2.00%	4,807	0	4,807	182	4,989
69 Fleet Services Fund	23.00	0.83%	2,000	0	2,000	76	2,076
70 Library Fund	182.00	6.59%	15,828	0	15,828	601	16,429
71 Benefit Plan Fund	4.00	0.14%	348	0	348	13	361
72 Patrol Fund	266.00	9.64%	23,133	0	23,133	878	24,011
73 Inmate Welfare Fund	10.00	0.36%	870	0	870	33	903
75 Public Health Fund	138.65	5.02%	12,058	0	12,058	458	12,516
76 Airport Fund	20.80	0.75%	1,809	0	1,809	69	1,878
85 Community Development Fund	4.00	0.14%	348	0	348	13	361
Subtotal	2,760.45	100.00%	240,070	0	240,070	8,137	248,208
Direct Bills					0		0
Total					$240,070		$248,208

Basis Units: Benefit Eligible FTE
Source:

File/Print Servers Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.27%	$96	$0	$96	$0	$96
4	Public Information Office - GF	6.25	0.33%	120	0	120	0	120
5	County Atty Admin - GF	31.15	1.66%	600	0	600	0	600
6	Admin Services - GF	1.00	0.05%	19	0	19	0	19
7	Finance & IT - GF	1.50	0.08%	29	0	29	0	29
8	Accounting - GF	18.38	0.98%	354	0	354	0	354
9	Budget - GF	6.50	0.35%	125	0	125	0	125
10	Human Resources - GF	14.50	0.77%	279	0	279	0	279
11	Purchasing - GF	7.00	0.37%	135	0	135	0	135
12	Development & Trans - GF	1.50	0.08%	29	0	29	0	29
13	Building Inspection - GF	27.00	1.43%	520	0	520	0	520
14	Board of County Comm - GF	4.80	0.26%	92	0	92	0	92
15	Treasurer - GF	13.00	0.69%	250	0	250	0	250
16	Document Production (Print Shop) - GF	1.00	0.05%	19	0	19	0	19
18	Transportation & Engineering - GF	35.00	1.86%	674	0	674	0	674
19	Facilities & Const Mgmt - GF	55.00	2.92%	1,059	0	1,059	0	1,059
20	IT Services - GF	65.90	3.50%	1,269	0	1,269	0	1,269
21	Archives & Records - GF	2.00	0.11%	39	0	39	2	40
22	C&R Administration - GF	8.00	0.43%	154	0	154	6	160
23	C&R Clerk to the Board - GF	3.00	0.16%	58	0	58	2	60
24	C&R Elections - GF	15.00	0.80%	289	0	289	12	300
25	C&R Motor Vehicle - GF	61.50	3.27%	1,184	0	1,184	48	1,232
26	C&R Recording - GF	16.00	0.85%	308	0	308	12	321
27	Assessor - GF	52.58	2.79%	1,013	0	1,013	41	1,053
28	CSU Extension - GF	5.50	0.29%	106	0	106	4	110
29	Coroner - GF	12.00	0.64%	231	0	231	9	240
30	County Attorney BOE - GF	1.00	0.05%	19	0	19	1	20
31	District Attorney Admin - GF	169.35	9.00%	3,262	0	3,262	131	3,393
32	District Atty Dom Violence - GF	1.00	0.05%	19	0	19	1	20
33	Emergency Management - GF	1.00	0.05%	19	0	19	1	20
34	Fairgrounds - GF	9.00	0.48%	173	0	173	7	180
36	Justice Services - GF	34.85	1.85%	671	0	671	27	698
37	Planning & Zoning - GF	40.90	2.17%	788	0	788	32	819
38	Public Trustee	8.80	0.47%	169	0	169	7	176
39	JCSO Detentions - GF	74.00	3.93%	1,425	0	1,425	57	1,482
40	JCSO Law Enforcement - GF	3.20	0.17%	62	0	62	2	64
41	JCSO Executive - GF	2.20	0.12%	42	0	42	2	44
42	JCSO Support Services - GF	24.60	1.31%	474	0	474	19	493
43	Surveyor - GF	0.50	0.03%	10	0	10	0	10
46	Dog Licensing Fund	0.40	0.02%	8	0	8	0	8
47	Insurance Fund	2.00	0.11%	39	0	39	2	40
48	Worker's Compensation Fund	2.00	0.11%	39	0	39	2	40
49	Open Space Fund	94.98	5.05%	1,829	0	1,829	74	1,903

Jefferson County,Colorado
Full Cost Allocation Plan

File/Print Servers Allocations

Dept:20 IT Services - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.30%	$108	$0	$108	$4	$113
63 Road & Bridge Fund	90.30	4.80%	1,739	0	1,739	70	1,809
64 Social Services Fund	481.68	25.60%	9,277	0	9,277	373	9,650
65 Workforce Development Fund	26.88	1.43%	518	0	518	21	538
66 Head Start Fund	55.27	2.94%	1,064	0	1,064	43	1,107
69 Fleet Services Fund	23.00	1.22%	443	0	443	18	461
70 Library Fund	36.40	1.93%	701	0	701	28	729
71 Benefit Plan Fund	4.00	0.21%	77	0	77	3	80
72 Patrol Fund	53.20	2.83%	1,025	0	1,025	41	1,066
73 Inmate Welfare Fund	2.00	0.11%	39	0	39	2	40
75 Public Health Fund	138.65	7.37%	2,670	0	2,670	107	2,778
76 Airport Fund	20.80	1.11%	401	0	401	16	417
85 Community Development Fund	4.00	0.21%	77	0	77	3	80
Subtotal	1,881.65	100.00%	36,239	0	36,239	1,228	37,467
Direct Bills					0		0
Total					$36,239		$37,467

Basis Units: Benefit Eligible FTE's with Surveyor, R&B @ 50%, Library, Sheriff @ 20%
Source:

Enterprise Web Apps Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.19%	$537	$0	$537	$0	$537
4	Public Information Office - GF	6.25	0.24%	672	0	672	0	672
5	County Atty Admin - GF	31.15	1.19%	3,347	0	3,347	0	3,347
6	Admin Services - GF	1.00	0.04%	107	0	107	0	107
7	Finance & IT - GF	1.50	0.06%	161	0	161	0	161
8	Accounting - GF	18.38	0.70%	1,975	0	1,975	0	1,975
9	Budget - GF	6.50	0.25%	698	0	698	0	698
10	Human Resources - GF	14.50	0.55%	1,558	0	1,558	0	1,558
11	Purchasing - GF	7.00	0.27%	752	0	752	0	752
12	Development & Trans - GF	1.50	0.06%	161	0	161	0	161
13	Building Inspection - GF	27.00	1.03%	2,901	0	2,901	0	2,901
14	Board of County Comm - GF	4.80	0.18%	516	0	516	0	516
15	Treasurer - GF	13.00	0.50%	1,397	0	1,397	0	1,397
16	Document Production (Print Shop) - GF	1.00	0.04%	107	0	107	0	107
18	Transportation & Engineering - GF	35.00	1.34%	3,761	0	3,761	0	3,761
19	Facilities & Const Mgmt - GF	55.00	2.10%	5,910	0	5,910	0	5,910
20	IT Services - GF	65.90	2.52%	7,081	0	7,081	0	7,081
21	Archives & Records - GF	2.00	0.08%	215	0	215	8	223
22	C&R Administration - GF	8.00	0.31%	860	0	860	33	892
23	C&R Clerk to the Board - GF	3.00	0.11%	322	0	322	12	335
24	C&R Elections - GF	15.00	0.57%	1,612	0	1,612	62	1,673
25	C&R Motor Vehicle - GF	61.50	2.35%	6,608	0	6,608	252	6,861
26	C&R Recording - GF	16.00	0.61%	1,719	0	1,719	66	1,785
27	Assessor - GF	52.58	2.01%	5,650	0	5,650	216	5,866
28	CSU Extension - GF	5.50	0.21%	591	0	591	23	614
29	Coroner - GF	12.00	0.46%	1,289	0	1,289	49	1,339
30	County Attorney BOE - GF	1.00	0.04%	107	0	107	4	112
31	District Attorney Admin - GF	169.35	6.48%	18,197	0	18,197	695	18,892
32	District Atty Dom Violence - GF	1.00	0.04%	107	0	107	4	112
33	Emergency Management - GF	5.00	0.19%	537	0	537	21	558
34	Fairgrounds - GF	9.00	0.34%	967	0	967	37	1,004
36	Justice Services - GF	34.85	1.33%	3,745	0	3,745	143	3,888
37	Planning & Zoning - GF	40.90	1.56%	4,395	0	4,395	168	4,563
38	Public Trustee	8.80	0.34%	946	0	946	36	982
39	JCSO Detentions - GF	370.00	14.15%	39,757	0	39,757	1,519	41,276
40	JCSO Law Enforcement - GF	16.00	0.61%	1,719	0	1,719	66	1,785
41	JCSO Executive - GF	11.00	0.42%	1,182	0	1,182	45	1,227
42	JCSO Support Services - GF	123.00	4.70%	13,217	0	13,217	505	13,722
43	Surveyor - GF	1.00	0.04%	107	0	107	4	112
46	Dog Licensing Fund	2.00	0.08%	215	0	215	8	223
47	Insurance Fund	2.00	0.08%	215	0	215	8	223
48	Worker's Compensation Fund	2.00	0.08%	215	0	215	8	223
49	Open Space Fund	94.98	3.63%	10,206	0	10,206	390	10,596

Jefferson County,Colorado
Full Cost Allocation Plan

Enterprise Web Apps Allocations

Dept:20 IT Services - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.22%	$605	$0	$605	$23	$628
63 Road & Bridge Fund	180.60	6.91%	19,406	0	19,406	741	20,147
64 Social Services Fund	481.68	18.42%	51,758	0	51,758	1,977	53,735
65 Workforce Development Fund	26.88	1.03%	2,888	0	2,888	110	2,999
66 Head Start Fund	55.27	2.11%	5,939	0	5,939	227	6,166
69 Fleet Services Fund	23.00	0.88%	2,471	0	2,471	94	2,566
70 Library Fund	36.40	1.39%	3,911	0	3,911	149	4,061
71 Benefit Plan Fund	4.00	0.15%	430	0	430	16	446
72 Patrol Fund	266.00	10.17%	28,582	0	28,582	1,092	29,674
73 Inmate Welfare Fund	10.00	0.38%	1,075	0	1,075	41	1,116
75 Public Health Fund	138.65	5.30%	14,898	0	14,898	569	15,467
76 Airport Fund	20.80	0.80%	2,235	0	2,235	85	2,320
85 Community Development Fund	4.00	0.15%	430	0	430	16	446
Subtotal	2,614.85	100.00%	280,972	0	280,972	9,524	290,496
Direct Bills					0		0
Total					$280,972		$290,496

Basis Units: Benefit Eligible FTE's with Library @ 20%
Source:

Customer Service Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.23%	$4,394	$0	$4,394	$0	$4,394
4	Public Information Office - GF	6.25	0.28%	5,492	0	5,492	0	5,492
5	County Atty Admin - GF	31.15	1.42%	27,372	0	27,372	0	27,372
6	Admin Services - GF	1.00	0.05%	879	0	879	0	879
7	Finance & IT - GF	1.50	0.07%	1,318	0	1,318	0	1,318
8	Accounting - GF	18.38	0.84%	16,151	0	16,151	0	16,151
9	Budget - GF	6.50	0.30%	5,712	0	5,712	0	5,712
10	Human Resources - GF	14.50	0.66%	12,742	0	12,742	0	12,742
11	Purchasing - GF	7.00	0.32%	6,151	0	6,151	0	6,151
12	Development & Trans - GF	1.50	0.07%	1,318	0	1,318	0	1,318
13	Building Inspection - GF	27.00	1.23%	23,726	0	23,726	0	23,726
14	Board of County Comm - GF	4.80	0.22%	4,218	0	4,218	0	4,218
15	Treasurer - GF	13.00	0.59%	11,423	0	11,423	0	11,423
16	Document Production (Print Shop) - GF	1.00	0.05%	879	0	879	0	879
18	Transportation & Engineering - GF	35.00	1.59%	30,755	0	30,755	0	30,755
19	Facilities & Const Mgmt - GF	55.00	2.50%	48,330	0	48,330	0	48,330
20	IT Services - GF	65.90	2.99%	57,908	0	57,908	0	57,908
21	Archives & Records - GF	2.00	0.09%	1,757	0	1,757	69	1,826
22	C&R Administration - GF	8.00	0.36%	7,030	0	7,030	275	7,305
23	C&R Clerk to the Board - GF	3.00	0.14%	2,636	0	2,636	103	2,739
24	C&R Elections - GF	15.00	0.68%	13,181	0	13,181	516	13,697
25	C&R Motor Vehicle - GF	61.50	2.79%	54,042	0	54,042	2,115	56,156
26	C&R Recording - GF	16.00	0.73%	14,060	0	14,060	550	14,610
27	Assessor - GF	52.58	2.39%	46,203	0	46,203	1,808	48,011
28	CSU Extension - GF	5.50	0.25%	4,833	0	4,833	189	5,022
29	Coroner - GF	12.00	0.55%	10,545	0	10,545	413	10,957
30	County Attorney BOE - GF	1.00	0.05%	879	0	879	34	913
31	District Attorney Admin - GF	33.87	1.54%	29,762	0	29,762	1,165	30,927
32	District Atty Dom Violence - GF	0.20	0.01%	176	0	176	7	183
33	Emergency Management - GF	5.00	0.23%	4,394	0	4,394	172	4,566
34	Fairgrounds - GF	9.00	0.41%	7,909	0	7,909	309	8,218
36	Justice Services - GF	34.85	1.58%	30,624	0	30,624	1,198	31,822
37	Planning & Zoning - GF	40.90	1.86%	35,940	0	35,940	1,406	37,346
38	Public Trustee	8.80	0.40%	7,733	0	7,733	303	8,035
39	JCSO Detentions - GF	370.00	16.81%	325,129	0	325,129	12,723	337,852
40	JCSO Law Enforcement - GF	16.00	0.73%	14,060	0	14,060	550	14,610
41	JCSO Executive - GF	11.00	0.50%	9,666	0	9,666	378	10,044
42	JCSO Support Services - GF	123.00	5.59%	108,083	0	108,083	4,230	112,313
43	Surveyor - GF	0.40	0.02%	351	0	351	14	365
46	Dog Licensing Fund	2.00	0.09%	1,757	0	1,757	69	1,826
47	Insurance Fund	2.00	0.09%	1,757	0	1,757	69	1,826
48	Worker's Compensation Fund	2.00	0.09%	1,757	0	1,757	69	1,826
49	Open Space Fund	19.00	0.86%	16,696	0	16,696	653	17,349

Jefferson County,Colorado
Full Cost Allocation Plan

Customer Service Allocations

Dept:20 IT Services - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56	Boettcher Mansion Fund	5.63	0.26%	$4,947	$0	$4,947	$194	$5,141
63	Road & Bridge Fund	90.30	4.10%	79,349	0	79,349	3,105	82,454
64	Social Services Fund	481.68	21.89%	423,265	0	423,265	16,563	439,828
65	Workforce Development Fund	26.88	1.22%	23,620	0	23,620	924	24,544
66	Head Start Fund	55.27	2.51%	48,567	0	48,567	1,901	50,468
69	Fleet Services Fund	23.00	1.05%	20,211	0	20,211	791	21,002
70	Library Fund	36.40	1.65%	31,986	0	31,986	1,252	33,237
71	Benefit Plan Fund	4.00	0.18%	3,515	0	3,515	138	3,652
72	Patrol Fund	266.00	12.09%	233,741	0	233,741	9,147	242,888
73	Inmate Welfare Fund	10.00	0.45%	8,787	0	8,787	344	9,131
75	Public Health Fund	27.73	1.26%	24,367	0	24,367	954	25,321
76	Airport Fund	20.80	0.95%	18,278	0	18,278	715	18,993
85	Community Development Fund	4.00	0.18%	3,515	0	3,515	138	3,652
Subtotal		2,200.77	100.00%	1,933,876	0	1,933,876	65,550	1,999,426
Direct Bills						0		0
Total						$1,933,876		$1,999,426

Basis Units: Benefit Eligible FTE's with DA, Open Space, Library, Sheriff & Pub Hlth @ 20%, R&B & Surveyor @ 50%
Source:

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:20 IT Services - GF

	Department	Amanda	Archives & Record Mgmt	Document Production (Print Shop)	IVR	Department Specific Services	EDMS	ERP	EMail	Network & Telecomm	GIS
0	Direct Billed	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
3	County Administrator - GF	0	0	0	1,399	0	2,291	3,570	69	3,453	1,572
4	Public Information Office - GF	0	0	0	0	0	2,864	4,463	86	4,317	1,965
5	County Atty Admin - GF	0	0	0	0	34,211	14,276	22,243	429	21,515	9,794
6	Admin Services - GF	0	0	0	0	0	458	714	14	691	314
7	Finance & IT - GF	0	0	0	0	0	687	1,071	21	1,036	472
8	Accounting - GF	0	0	0	0	0	8,423	13,125	253	12,695	5,779
9	Budget - GF	0	0	0	0	0	2,979	4,641	90	4,489	2,044
10	Human Resources - GF	0	0	0	1,399	13,285	6,645	10,354	200	10,015	4,559
11	Purchasing - GF	0	0	0	0	1,725	3,208	4,999	96	4,835	2,201
12	Development & Trans - GF	0	0	0	0	0	687	1,071	21	1,036	472
13	Building Inspection - GF	298,801	0	0	0	0	12,374	19,280	372	18,648	8,490
14	Board of County Comm - GF	0	0	0	0	0	2,200	3,428	66	3,315	1,509
15	Treasurer - GF	0	0	0	1,399	18,827	5,958	9,283	179	8,979	4,088
16	Document Production (Print Shop) - GF	0	0	51,002	0	0	458	714	14	691	314
18	Transportation & Engineering - GF	42,236	0	0	0	20,073	16,040	24,993	482	24,174	11,005
19	Facilities & Const Mgmt - GF	0	0	0	0	753	25,206	39,274	758	37,987	17,294
20	IT Services - GF	0	0	0	0	0	30,201	47,058	908	45,516	20,721
21	Archives & Records - GF	0	689,700	0	0	0	951	1,482	29	1,434	653
22	C&R Administration - GF	0	0	0	1,452	49,773	3,805	5,929	115	5,737	2,611
23	C&R Clerk to the Board - GF	2,675	0	0	0	0	1,427	2,224	43	2,152	979
24	C&R Elections - GF	0	0	0	1,452	0	7,135	11,118	215	10,758	4,895
25	C&R Motor Vehicle - GF	0	0	0	1,452	0	29,254	45,582	881	44,107	20,071
26	C&R Recording - GF	0	0	0	2,903	0	7,611	11,859	229	11,475	5,222
27	Assessor - GF	0	0	0	2,903	56,983	25,011	38,971	754	37,710	17,160
28	CSU Extension - GF	0	0	0	0	0	2,616	4,076	79	3,945	1,795
29	Coroner - GF	0	0	0	0	613	5,708	8,894	172	8,606	3,916
30	County Attorney BOE - GF	0	0	0	0	0	476	741	14	717	326
31	District Attorney Admin - GF	0	0	0	0	129,560	80,556	125,517	2,427	121,455	55,269
32	District Atty Dom Violence - GF	0	0	0	0	0	476	741	14	717	326
33	Emergency Management - GF	0	0	0	0	0	2,378	3,706	14	3,586	1,632
34	Fairgrounds - GF	0	0	0	0	0	4,281	6,671	129	6,455	2,937
36	Justice Services - GF	0	0	0	5,806	31,181	16,577	25,830	499	24,994	11,374
37	Planning & Zoning - GF	116,665	0	0	1,452	7,485	19,455	30,314	586	29,333	13,348
38	Public Trustee	0	0	0	0	2,449	4,186	6,522	126	6,311	2,872
39	JCSO Detentions - GF	0	0	0	0	0	176,002	274,233	1,061	265,358	120,753
40	JCSO Law Enforcement - GF	0	0	0	1,452	0	7,611	11,859	46	11,475	5,222
41	JCSO Executive - GF	0	0	0	0	0	5,232	8,153	32	7,889	3,590
42	JCSO Support Services - GF	997	0	0	5,806	86,795	58,509	91,164	353	88,214	40,142
43	Surveyor - GF	0	0	0	0	0	476	741	7	359	326
44	Historical Commission - GF	0	0	0	0	399	0	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:20 IT Services - GF

	Department	Amanda	Archives & Record Mgmt	Document Production (Print Shop)	IVR	Department Specific Services	EDMS	ERP	EMail	Network & Telecomm	GIS
46	Dog Licensing Fund	$0	$0	$0	$0	$0	$951	$1,482	$14	$1,434	$653
47	Insurance Fund	14,371	0	0	0	0	951	1,482	29	1,434	653
48	Worker's Compensation Fund	0	0	0	0	0	951	1,482	29	1,434	653
49	Open Space Fund	0	0	0	1,452	1,073	45,180	70,396	1,361	68,118	30,998
56	Boettcher Mansion Fund	0	0	0	0	0	2,678	4,173	81	4,038	1,837
63	Road & Bridge Fund	12,648	0	0	0	24,452	85,908	133,855	1,294	64,762	58,941
64	Social Services Fund	0	0	0	5,806	50,734	229,126	357,007	6,903	345,453	157,201
65	Workforce Development Fund	0	0	0	1,452	0	12,786	19,923	385	19,278	8,773
66	Head Start Fund	0	0	0	0	0	26,291	40,964	792	39,639	18,038
69	Fleet Services Fund	0	0	0	0	2,538	10,941	17,047	330	16,495	7,506
70	Library Fund	0	0	0	0	19,520	86,574	134,893	522	26,105	59,398
71	Benefit Plan Fund	0	0	0	0	0	1,903	2,965	57	2,869	1,305
72	Patrol Fund	0	0	0	0	0	126,531	197,151	762	190,771	86,812
73	Inmate Welfare Fund	0	0	0	0	0	4,757	7,412	72	7,172	3,264
75	Public Health Fund	43,089	0	0	1,452	0	65,953	102,763	1,987	99,438	45,250
76	Airport Fund	0	0	0	1,452	0	9,894	15,416	298	14,917	6,788
85	Community Development Fund	0	0	0	0	0	1,903	2,965	57	2,869	1,305
86	Courts	0	0	0	1,452	0	0	0	0	0	0
#####	2nd Allocation Orphans	0	0	1,729	0	0	0	0	0	0	0
Total		$531,481	$689,700	$52,731	$41,937	$552,430	$1,307,970	$2,037,985	$26,856	$1,802,403	$897,387

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:20 IT Services - GF

	Department	AV	File/Print Servers	Enterprise Web Apps	Customer Service	Total
0	Direct Billed	$0	$0	$0	$0	$0
3	County Administrator - GF	435	96	537	4,394	17,817
4	Public Information Office - GF	544	120	672	5,492	20,523
5	County Atty Admin - GF	2,709	600	3,347	27,372	136,497
6	Admin Services - GF	87	19	107	879	3,284
7	Finance & IT - GF	130	29	161	1,318	4,925
8	Accounting - GF	1,598	354	1,975	16,151	60,354
9	Budget - GF	565	125	698	5,712	21,344
10	Human Resources - GF	1,261	279	1,558	12,742	62,297
11	Purchasing - GF	609	135	752	6,151	24,711
12	Development & Trans - GF	130	29	161	1,318	4,925
13	Building Inspection - GF	2,348	520	2,901	23,726	387,460
14	Board of County Comm - GF	417	92	516	4,218	15,762
15	Treasurer - GF	1,131	250	1,397	11,423	62,913
16	Document Production (Print Shop) - GF	87	19	107	879	54,285
18	Transportation & Engineering - GF	3,044	674	3,761	30,755	177,237
19	Facilities & Const Mgmt - GF	4,783	1,059	5,910	48,330	181,354
20	IT Services - GF	5,731	1,269	7,081	57,908	216,393
21	Archives & Records - GF	181	40	223	1,826	696,520
22	C&R Administration - GF	722	160	892	7,305	78,502
23	C&R Clerk to the Board - GF	271	60	335	2,739	12,904
24	C&R Elections - GF	1,354	300	1,673	13,697	52,597
25	C&R Motor Vehicle - GF	5,551	1,232	6,861	56,156	211,148
26	C&R Recording - GF	1,444	321	1,785	14,610	57,458
27	Assessor - GF	4,746	1,053	5,866	48,011	239,168
28	CSU Extension - GF	496	110	614	5,022	18,753
29	Coroner - GF	1,083	240	1,339	10,957	41,529
30	County Attorney BOE - GF	90	20	112	913	3,410
31	District Attorney Admin - GF	15,287	3,393	18,892	30,927	583,283
32	District Atty Dom Violence - GF	90	20	112	183	2,679
33	Emergency Management - GF	451	20	558	4,566	16,911
34	Fairgrounds - GF	812	180	1,004	8,218	30,687
36	Justice Services - GF	3,146	698	3,888	31,822	155,816
37	Planning & Zoning - GF	3,692	819	4,563	37,346	265,059
38	Public Trustee	794	176	982	8,035	32,454
39	JCSO Detentions - GF	33,399	1,482	41,276	337,852	1,251,416
40	JCSO Law Enforcement - GF	1,444	64	1,785	14,610	55,567
41	JCSO Executive - GF	993	44	1,227	10,044	37,204
42	JCSO Support Services - GF	11,103	493	13,722	112,313	509,610
43	Surveyor - GF	90	10	112	365	2,486
44	Historical Commission - GF	0	0	0	0	399

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:20 IT Services - GF

	Department	AV	File/Print Servers	Enterprise Web Apps	Customer Service	Total
46	Dog Licensing Fund	$181	$8	$223	$1,826	$6,773
47	Insurance Fund	181	40	223	1,826	21,190
48	Worker's Compensation Fund	181	40	223	1,826	6,819
49	Open Space Fund	8,574	1,903	10,596	17,349	257,000
56	Boettcher Mansion Fund	508	113	628	5,141	19,197
63	Road & Bridge Fund	16,302	1,809	20,147	82,454	502,573
64	Social Services Fund	43,480	9,650	53,735	439,828	1,698,924
65	Workforce Development Fund	2,426	538	2,999	24,544	93,104
66	Head Start Fund	4,989	1,107	6,166	50,468	188,454
69	Fleet Services Fund	2,076	461	2,566	21,002	80,961
70	Library Fund	16,429	729	4,061	33,237	381,467
71	Benefit Plan Fund	361	80	446	3,652	13,639
72	Patrol Fund	24,011	1,066	29,674	242,888	899,667
73	Inmate Welfare Fund	903	40	1,116	9,131	33,865
75	Public Health Fund	12,516	2,778	15,467	25,321	416,013
76	Airport Fund	1,878	417	2,320	18,993	72,373
85	Community Development Fund	361	80	446	3,652	13,639
86	Courts	0	0	0	0	1,452
#####	2nd Allocation Orphans	0	0	0	0	1,729
Total		$248,208	$37,467	$290,496	$1,999,426	$10,516,478

ARCHIVES & RECORDS MANAGEMENT

Nature and Extent of Services

Archives & Records Management is responsible for securely maintaining both paper and electronic copies of county materials and providing timely access to these materials as requested. Costs are spread across three functions with 30% to Records Retrieval, 20% to Records Management and 50% to Records Storage. The storage space for material transferred from a division to Archives is not included in the cubic feet of storage for that division. Indirect costs for these functions will be allocated to the receiving department/division's budget. Archives & Records Management includes the following ***functions***:

- ***Record Retrieval:*** Costs associated with retrieving materials as requested are allocated based on the count of retrieved items by department/division.
- ***Record Management:*** Costs associated with maintaining these records are allocated based on benefit eligible FTE's by department/division.
- ***Record Storage:*** Costs Associated with storage of paper copies of county materials are allocated based on the cubic feet of storage of materials by department/division.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs **Dept:21 Archives & Records - GF**

Description		Amount	General Admin	Record Retrieval	Record Management	Record Storage
Personnel Costs						
Salaries	S1	115,002	0	34,501	23,000	57,501
Salary % Split			*.00%*	*30.00%*	*20.00%*	*50.00%*
Benefits	S	28,063	0	8,419	5,613	14,032
Subtotal - Personnel Costs		143,065	0	42,920	28,613	71,533
Services & Supplies Cost						
4261 General Supplies	S	1,447	0	434	289	724
4264 Books & Periodicals	S	0	0	0	0	0
4269 Equipment	S	179	0	54	36	90
43300 Prof & Tech Serv	S	0	0	0	0	0
4341 Utilities	S	715	0	214	143	358
4343 Repairs & Maint	S	1,575	0	472	315	788
4344 Rent & Lease	S	0	0	0	0	0
4354 Adv & Pub	S	0	0	0	0	0
4356 Dues-Mgs-Train	S	2,306	0	692	461	1,153
4358 Travel-Freight-Deliv	S	0	0	0	0	0
4385 Fin & Debt Serv	D	0	0	0	0	0
45 Land & Capital	D	0	0	0	0	0
46 Intergovernmental	D	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0
4759 Indirect Costs	D	6,927	0	0	0	0
4757 IT Charges	D	587,512	0	0	0	0
4757 IT Tech Repl	S	0	0	0	0	0
4757 Fleet Charges	S	0	0	0	0	0
4757 Facility Charges	D	255,254	0	0	0	0
47 Insurance Tr's	S	5,349	0	1,605	1,070	2,674
4757 Direct Charges	S	8,674	0	2,602	1,735	4,337
Subtotal - Services & Supplies		869,938	0	6,073	4,049	10,124
Department Cost Total		1,013,003	0	48,993	32,662	81,657
Adjustments to Cost						
4385 Fin & Debt Serv	D	0	0	0	0	0
45 Land & Capital	D	0	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:21 Archives & Records - GF

Description		Amount	General Admin	Record Retrieval	Record Management	Record Storage
46 Intergovernmental	D	0	0	0	0	0
47 Interdepartmental	D	0	0	0	0	0
4759 Indirect Costs	D	(6,927)	0	0	0	0
4757 IT Charges	D	(587,512)	0	0	0	0
4757 Facility Charges	D	(255,254)	0	0	0	0
Subtotal - Adjustments		(849,693)	0	0	0	0
Total Costs After Adjustments		163,310	0	48,993	32,662	81,657
General Admin Distribution			0	0	0	0
Grand Total		$163,312		$48,993	$32,662	$81,657

B. Incoming Costs - (Default Spread Expense%)

Dept:21 Archives & Records - GF

	Department	First Incoming	Second Incoming	Record Retrieval	Record Management	Record Storage
1	Courts & Admin Building (CAB)	$10,554	$0	$3,166	$2,111	$5,277
1	Laramie Building	64,049	0	19,214	12,810	32,025
	Subtotal - Building Interest and Deprec	74,603	0	22,381	14,920	37,302
2	Equipment Depreciation	9,731	0	2,919	1,946	4,866
	Subtotal - Equipment Depreciation	9,731	0	2,919	1,946	4,866
3	County Administration	491	0	147	98	246
	Subtotal - County Administrator - GF	491	0	147	98	246
4	Countywide Intranet, Web & Emp Assis	197	0	59	39	99
	Subtotal - Public Information Office - Gl	197	0	59	39	99
6	Administrative Services Supervision	2,457	0	737	491	1,229
	Subtotal - Admin Services - GF	2,457	0	737	491	1,229
7	Finance & IT Supervision	118	0	35	24	59
	Subtotal - Finance & IT - GF	118	0	35	24	59
8	Accounts Payable	66	0	20	13	33
8	General Accounting	4,061	0	1,218	812	2,031
8	Capital Assets	931	0	279	186	466
8	Audit	358	0	107	72	179
	Subtotal - Accounting - GF	5,416	0	1,625	1,083	2,708
9	Budget Analysis	162	0	49	32	81
9	Budget Issues	226	0	68	45	113
	Subtotal - Budget - GF	388	0	116	78	194
10	General HR	342	0	103	68	171
10	Compensation Program	180	0	54	36	90
	Subtotal - Human Resources - GF	522	0	157	104	261
11	Purchase Orders	283	0	85	57	142
11	Purchasing Card Rebate	(31)	0	(9)	(6)	(16)

B. Incoming Costs - (Default Spread Expense%)

Dept:21 Archives & Records - GF

	Department	First Incoming	Second Incoming	Record Retrieval	Record Management	Record Storage
11	Countywide Programs	$85	$0	$25	$17	$43
	Subtotal - Purchasing - GF	337	0	101	67	169
14	Board of County Commissioners	280	0	84	56	140
14	County Commissioner's Other	199	0	60	40	100
	Subtotal - Board of County Comm - GF	479	0	144	96	240
15	Banking	110	0	33	22	55
15	Investments - General Fund	40	0	12	8	20
	Subtotal - Treasurer - GF	150	0	45	30	75
17	Non-Divisional	168	0	50	34	84
	Subtotal - Non-Departmental - GF	168	0	50	34	84
19	Fac - Courts & Admin Bldg	24,578	0	7,373	4,916	12,289
19	Fac - Laramie Bldg *	211,862	0	38,135	55,084	118,643
	Subtotal - Facilities & Const Mgmt - GF	236,440	0	45,508	60,000	130,932
20	Archives & Record Mgmt	667,089	0	200,124	133,416	333,549
20	EDMS	917	0	275	183	459
20	ERP	1,428	0	428	286	714
20	EMail	28	0	8	6	14
20	Network & Telecomm	1,381	0	414	276	691
20	GIS	629	0	189	126	315
20	AV	174	0	52	35	87
20	File/Print Servers	39	0	12	8	20
20	Enterprise Web Apps	215	0	64	43	108
20	Customer Service	1,757	0	527	351	879
	Subtotal - IT Services - GF	673,657	0	202,095	134,730	336,833
21	Record Management	0	179	54	36	90
21	Record Storage	0	1,666	500	333	833
	Subtotal - Archives & Records - GF	0	1,845	553	369	923
23	Clerk to the Board	0	150	45	30	75

B. Incoming Costs - (Default Spread Expense%)

Dept:21 Archives & Records - GF

	Department	First Incoming	Second Incoming	Record Retrieval	Record Management	Record Storage
	Subtotal - C&R Clerk to the Board - GF	$0	$150	$45	$30	$75
1	Courts & Admin Building (CAB)	0	52	16	10	26
1	Laramie Building	0	315	94	63	158
	Subtotal - Building Interest and Deprec	0	367	110	73	184
3	County Administration	0	98	29	20	49
	Subtotal - County Administrator - GF	0	98	29	20	49
4	Countywide Intranet, Web & Emp Assis	0	19	6	4	10
	Subtotal - Public Information Office - G	0	19	6	4	10
6	Administrative Services Supervision	0	281	84	56	141
	Subtotal - Admin Services - GF	0	281	84	56	141
7	Finance & IT Supervision	0	117	35	23	59
	Subtotal - Finance & IT - GF	0	117	35	23	59
8	Accounts Payable	0	10	3	2	5
8	General Accounting	0	619	186	124	310
8	Capital Assets	0	126	38	25	63
8	Audit	0	0	0	0	0
	Subtotal - Accounting - GF	0	755	226	151	378
9	Budget Analysis	0	18	5	4	9
9	Budget Issues	0	25	7	5	13
	Subtotal - Budget - GF	0	43	13	9	22
10	General HR	0	48	14	10	24
10	Compensation Program	0	25	7	5	13
	Subtotal - Human Resources - GF	0	73	22	15	37
11	Purchase Orders	0	27	8	5	14
11	Purchasing Card Rebate	0	0	0	0	0
11	Countywide Programs	0	8	2	2	4

B. Incoming Costs - (Default Spread Expense%)

Dept:21 Archives & Records - GF

	Department	First Incoming	Second Incoming	Record Retrieval	Record Management	Record Storage
	Subtotal - Purchasing - GF	$0	$35	$10	$7	$18
14	Board of County Commissioners	0	52	16	10	26
14	County Commissioner's Other	0	37	11	7	19
	Subtotal - Board of County Comm - GF	0	89	27	18	45
15	Banking	0	14	4	3	7
15	Investments - General Fund	0	5	1	1	3
	Subtotal - Treasurer - GF	0	19	6	4	10
17	Non-Divisional	0	70	21	14	35
	Subtotal - Non-Departmental - GF	0	70	21	14	35
19	Fac - Courts & Admin Bldg	0	1,301	390	260	651
19	Fac - Laramie Bldg *	0	7,162	1,289	1,862	4,011
	Subtotal - Facilities & Const Mgmt - GF	0	8,463	1,679	2,122	4,661
20	Archives & Record Mgmt	0	22,611	6,783	4,522	11,306
20	EDMS	0	35	10	7	18
20	ERP	0	54	16	11	27
20	EMail	0	1	0	0	1
20	Network & Telecomm	0	53	16	11	27
20	GIS	0	24	7	5	12
20	AV	0	7	2	1	4
20	File/Print Servers	0	2	1	0	1
20	Enterprise Web Apps	0	8	2	2	4
20	Customer Service	0	69	21	14	35
	Subtotal - IT Services - GF	0	22,864	6,859	4,573	11,432
Total Incoming		1,005,154	35,288	285,847	221,228	533,367
				27.82%	21.09%	51.09%
C. Total Allocated			$1,203,754	$334,840	$253,890	$615,024

Jefferson County,Colorado
Full Cost Allocation Plan

Record Retrieval Allocations

Dept:21 Archives & Records - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
5	County Atty Admin - GF	60	2.67%	$8,685	$0	$8,685	$0	$8,685
8	Accounting - GF	17	0.76%	2,461	0	2,461	0	2,461
10	Human Resources - GF	4	0.18%	579	0	579	0	579
12	Development & Trans - GF	3	0.13%	434	0	434	0	434
13	Building Inspection - GF	94	4.19%	13,607	0	13,607	0	13,607
14	Board of County Comm - GF	2	0.09%	290	0	290	0	290
15	Treasurer - GF	57	2.54%	8,251	0	8,251	0	8,251
18	Transportation & Engineering - GF	72	3.21%	10,422	0	10,422	0	10,422
19	Facilities & Const Mgmt - GF	22	0.98%	3,185	0	3,185	0	3,185
20	IT Services - GF	181	8.06%	26,200	0	26,200	0	26,200
22	C&R Administration - GF	1	0.04%	145	0	145	6	150
23	C&R Clerk to the Board - GF	7	0.31%	1,013	0	1,013	39	1,053
24	C&R Elections - GF	29	1.29%	4,198	0	4,198	163	4,360
29	Coroner - GF	4	0.18%	579	0	579	22	601
30	County Attorney BOE - GF	16	0.71%	2,316	0	2,316	90	2,406
31	District Attorney Admin - GF	895	39.85%	129,553	0	129,553	5,020	134,573
34	Fairgrounds - GF	2	0.09%	290	0	290	11	301
36	Justice Services - GF	1	0.04%	145	0	145	6	150
37	Planning & Zoning - GF	616	27.43%	89,167	0	89,167	3,455	92,623
38	Public Trustee	3	0.13%	434	0	434	17	451
39	JCSO Detentions - GF	8	0.36%	1,158	0	1,158	45	1,203
42	JCSO Support Services - GF	3	0.13%	434	0	434	17	451
44	Historical Commission - GF	25	1.11%	3,619	0	3,619	140	3,759
47	Insurance Fund	7	0.31%	1,013	0	1,013	39	1,053
49	Open Space Fund	5	0.22%	724	0	724	28	752
65	Workforce Development Fund	55	2.45%	7,961	0	7,961	309	8,270
70	Library Fund	2	0.09%	290	0	290	11	301
75	Public Health Fund	55	2.45%	7,961	0	7,961	309	8,270
Subtotal		2,246	100.00%	325,113	0	325,113	9,727	334,840
Direct Bills						0		0
Total						$325,113		$334,840

Basis Units: # of Retrievals
Source:

Record Management Allocations

Dept:21 Archives & Records - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	5.00	0.18%	$446	$0	$446	$0	$446
4	Public Information Office - GF	6.25	0.23%	558	0	558	0	558
5	County Atty Admin - GF	31.15	1.13%	2,781	0	2,781	0	2,781
6	Admin Services - GF	1.00	0.04%	89	0	89	0	89
7	Finance & IT - GF	1.50	0.05%	134	0	134	0	134
8	Accounting - GF	18.38	0.67%	1,641	0	1,641	0	1,641
9	Budget - GF	6.50	0.24%	580	0	580	0	580
10	Human Resources - GF	14.50	0.53%	1,294	0	1,294	0	1,294
11	Purchasing - GF	7.00	0.25%	625	0	625	0	625
12	Development & Trans - GF	1.50	0.05%	134	0	134	0	134
13	Building Inspection - GF	27.00	0.98%	2,410	0	2,410	0	2,410
14	Board of County Comm - GF	4.80	0.17%	428	0	428	0	428
15	Treasurer - GF	13.00	0.47%	1,160	0	1,160	0	1,160
16	Document Production (Print Shop) - GF	1.00	0.04%	89	0	89	0	89
18	Transportation & Engineering - GF	35.00	1.27%	3,124	0	3,124	0	3,124
19	Facilities & Const Mgmt - GF	55.00	1.99%	4,909	0	4,909	0	4,909
20	IT Services - GF	65.90	2.39%	5,882	0	5,882	0	5,882
21	Archives & Records - GF	2.00	0.07%	179	0	179	0	179
22	C&R Administration - GF	8.00	0.29%	714	0	714	24	738
23	C&R Clerk to the Board - GF	3.00	0.11%	268	0	268	9	277
24	C&R Elections - GF	15.00	0.54%	1,339	0	1,339	46	1,385
25	C&R Motor Vehicle - GF	61.50	2.23%	5,490	0	5,490	187	5,676
26	C&R Recording - GF	16.00	0.58%	1,428	0	1,428	49	1,477
27	Assessor - GF	52.58	1.90%	4,693	0	4,693	160	4,853
28	CSU Extension - GF	5.50	0.20%	491	0	491	17	508
29	Coroner - GF	12.00	0.43%	1,071	0	1,071	36	1,108
30	County Attorney BOE - GF	1.00	0.04%	89	0	89	3	92
31	District Attorney Admin - GF	169.35	6.13%	15,116	0	15,116	515	15,631
32	District Atty Dom Violence - GF	1.00	0.04%	89	0	89	3	92
33	Emergency Management - GF	5.00	0.18%	446	0	446	15	462
34	Fairgrounds - GF	9.00	0.33%	803	0	803	27	831
36	Justice Services - GF	34.85	1.26%	3,111	0	3,111	106	3,217
37	Planning & Zoning - GF	40.90	1.48%	3,651	0	3,651	124	3,775
38	Public Trustee	8.80	0.32%	786	0	786	27	812
39	JCSO Detentions - GF	370.00	13.40%	33,027	0	33,027	1,124	34,151
40	JCSO Law Enforcement - GF	16.00	0.58%	1,428	0	1,428	49	1,477
41	JCSO Executive - GF	11.00	0.40%	982	0	982	33	1,015
42	JCSO Support Services - GF	123.00	4.46%	10,979	0	10,979	374	11,353
43	Surveyor - GF	1.00	0.04%	89	0	89	3	92
46	Dog Licensing Fund	2.00	0.07%	179	0	179	6	185
47	Insurance Fund	2.00	0.07%	179	0	179	6	185
48	Worker's Compensation Fund	2.00	0.07%	179	0	179	6	185
49	Open Space Fund	94.98	3.44%	8,478	0	8,478	289	8,767

Jefferson County,Colorado
Full Cost Allocation Plan

Record Management Allocations

Dept:21 Archives & Records - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
56 Boettcher Mansion Fund	5.63	0.20%	$503	$0	$503	$17	$520
63 Road & Bridge Fund	180.60	6.54%	16,121	0	16,121	549	16,669
64 Social Services Fund	481.68	17.45%	42,996	0	42,996	1,464	44,459
65 Workforce Development Fund	26.88	0.97%	2,399	0	2,399	82	2,481
66 Head Start Fund	55.27	2.00%	4,933	0	4,933	168	5,101
69 Fleet Services Fund	23.00	0.83%	2,053	0	2,053	70	2,123
70 Library Fund	182.00	6.59%	16,246	0	16,246	553	16,799
71 Benefit Plan Fund	4.00	0.14%	357	0	357	12	369
72 Patrol Fund	266.00	9.64%	23,744	0	23,744	808	24,552
73 Inmate Welfare Fund	10.00	0.36%	893	0	893	30	923
75 Public Health Fund	138.65	5.02%	12,376	0	12,376	421	12,797
76 Airport Fund	20.80	0.75%	1,857	0	1,857	63	1,920
85 Community Development Fund	4.00	0.14%	357	0	357	12	369
Subtotal	2,760.45	100.00%	246,403	0	246,403	7,487	253,890
Direct Bills					0		0
Total					$246,403		$253,890

Basis Units: Benefit Eligible FTE
Source:

Record Storage Allocations

Dept:21 Archives & Records - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	173.20	0.75%	$4,466	$0	$4,466	$0	$4,466
4	Public Information Office - GF	63.60	0.27%	1,640	0	1,640	0	1,640
5	County Atty Admin - GF	2,384.90	10.30%	61,496	0	61,496	0	61,496
6	Admin Services - GF	272.40	1.18%	7,024	0	7,024	0	7,024
8	Accounting - GF	670.10	2.89%	17,279	0	17,279	0	17,279
9	Budget - GF	45.60	0.20%	1,176	0	1,176	0	1,176
10	Human Resources - GF	201.50	0.87%	5,196	0	5,196	0	5,196
12	Development & Trans - GF	134.40	0.58%	3,466	0	3,466	0	3,466
13	Building Inspection - GF	628.40	2.71%	16,204	0	16,204	0	16,204
14	Board of County Comm - GF	446.40	1.93%	11,511	0	11,511	0	11,511
15	Treasurer - GF	584.90	2.53%	15,082	0	15,082	0	15,082
18	Transportation & Engineering - GF	986.90	4.26%	25,448	0	25,448	0	25,448
19	Facilities & Const Mgmt - GF	694.30	3.00%	17,903	0	17,903	0	17,903
20	IT Services - GF	246.00	1.06%	6,343	0	6,343	0	6,343
21	Archives & Records - GF	64.60	0.28%	1,666	0	1,666	0	1,666
22	C&R Administration - GF	24.00	0.10%	619	0	619	28	647
23	C&R Clerk to the Board - GF	164.50	0.71%	4,242	0	4,242	191	4,433
24	C&R Elections - GF	1,853.80	8.01%	47,802	0	47,802	2,154	49,956
25	C&R Motor Vehicle - GF	1.30	0.01%	34	0	34	2	35
26	C&R Recording - GF	610.60	2.64%	15,745	0	15,745	710	16,454
27	Assessor - GF	205.70	0.89%	5,304	0	5,304	239	5,543
28	CSU Extension - GF	48.00	0.21%	1,238	0	1,238	56	1,293
29	Coroner - GF	204.60	0.88%	5,276	0	5,276	238	5,514
30	County Attorney BOE - GF	184.80	0.80%	4,765	0	4,765	215	4,980
31	District Attorney Admin - GF	5,070.30	21.90%	130,742	0	130,742	5,892	136,634
33	Emergency Management - GF	39.60	0.17%	1,021	0	1,021	46	1,067
34	Fairgrounds - GF	44.40	0.19%	1,145	0	1,145	52	1,196
36	Justice Services - GF	613.20	2.65%	15,812	0	15,812	713	16,524
37	Planning & Zoning - GF	2,606.80	11.26%	67,218	0	67,218	3,029	70,248
38	Public Trustee	342.20	1.48%	8,824	0	8,824	398	9,222
39	JCSO Detentions - GF	1,413.60	6.11%	36,451	0	36,451	1,643	38,093
42	JCSO Support Services - GF	459.50	1.98%	11,849	0	11,849	534	12,383
44	Historical Commission - GF	95.20	0.41%	2,455	0	2,455	111	2,565
47	Insurance Fund	168.00	0.73%	4,332	0	4,332	195	4,527
49	Open Space Fund	251.30	1.09%	6,480	0	6,480	292	6,772
63	Road & Bridge Fund	128.40	0.55%	3,311	0	3,311	149	3,460
64	Social Services Fund	72.00	0.31%	1,857	0	1,857	84	1,940
65	Workforce Development Fund	216.00	0.93%	5,570	0	5,570	251	5,821
66	Head Start Fund	109.80	0.47%	2,831	0	2,831	128	2,959
70	Library Fund	141.90	0.61%	3,659	0	3,659	165	3,824
72	Patrol Fund	10.80	0.05%	278	0	278	13	291
75	Public Health Fund	181.00	0.78%	4,667	0	4,667	210	4,878
76	Airport Fund	16.80	0.07%	433	0	433	20	453

Jefferson County,Colorado
Full Cost Allocation Plan

Record Storage Allocations

Dept:21 Archives & Records - GF

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
85 Community Development Fund	88.80	0.38%	$2,290	$0	$2,290	$103	$2,393
87 Non-County	186.30	0.80%	4,804	0	4,804	216	5,020
Subtotal	23,150.40	100.00%	596,951	0	596,951	18,074	615,024
Direct Bills					0		0
Total					$596,951		$615,024

Basis Units: Cubic ft of Storage
Source:

Allocation Summary

Dept:21 Archives & Records - GF

	Department	Record Retrieval	Record Management	Record Storage	Total
0	Direct Billed	$0	$0	$0	$0
3	County Administrator - GF	0	446	4,466	4,912
4	Public Information Office - GF	0	558	1,640	2,198
5	County Atty Admin - GF	8,685	2,781	61,496	72,962
6	Admin Services - GF	0	89	7,024	7,113
7	Finance & IT - GF	0	134	0	134
8	Accounting - GF	2,461	1,641	17,279	21,380
9	Budget - GF	0	580	1,176	1,756
10	Human Resources - GF	579	1,294	5,196	7,069
11	Purchasing - GF	0	625	0	625
12	Development & Trans - GF	434	134	3,466	4,034
13	Building Inspection - GF	13,607	2,410	16,204	32,221
14	Board of County Comm - GF	290	428	11,511	12,229
15	Treasurer - GF	8,251	1,160	15,082	24,493
16	Document Production (Print Shop) - GF	0	89	0	89
18	Transportation & Engineering - GF	10,422	3,124	25,448	38,994
19	Facilities & Const Mgmt - GF	3,185	4,909	17,903	25,997
20	IT Services - GF	26,200	5,882	6,343	38,426
21	Archives & Records - GF	0	179	1,666	1,844
22	C&R Administration - GF	150	738	647	1,536
23	C&R Clerk to the Board - GF	1,053	277	4,433	5,762
24	C&R Elections - GF	4,360	1,385	49,956	55,701
25	C&R Motor Vehicle - GF	0	5,676	35	5,712
26	C&R Recording - GF	0	1,477	16,454	17,931
27	Assessor - GF	0	4,853	5,543	10,396
28	CSU Extension - GF	0	508	1,293	1,801
29	Coroner - GF	601	1,108	5,514	7,223
30	County Attorney BOE - GF	2,406	92	4,980	7,478
31	District Attorney Admin - GF	134,573	15,631	136,634	286,838
32	District Atty Dom Violence - GF	0	92	0	92
33	Emergency Management - GF	0	462	1,067	1,529
34	Fairgrounds - GF	301	831	1,196	2,328
36	Justice Services - GF	150	3,217	16,524	19,891
37	Planning & Zoning - GF	92,623	3,775	70,248	166,645
38	Public Trustee	451	812	9,222	10,485
39	JCSO Detentions - GF	1,203	34,151	38,093	73,447
40	JCSO Law Enforcement - GF	0	1,477	0	1,477
41	JCSO Executive - GF	0	1,015	0	1,015
42	JCSO Support Services - GF	451	11,353	12,383	24,187
43	Surveyor - GF	0	92	0	92
44	Historical Commission - GF	3,759	0	2,565	6,324

Jefferson County,Colorado
Full Cost Allocation Plan

Allocation Summary

Dept:21 Archives & Records - GF

Department	Record Retrieval	Record Management	Record Storage	Total
46 Dog Licensing Fund	$0	$185	$0	$185
47 Insurance Fund	1,053	185	4,527	5,764
48 Worker's Compensation Fund	0	185	0	185
49 Open Space Fund	752	8,767	6,772	16,290
56 Boettcher Mansion Fund	0	520	0	520
63 Road & Bridge Fund	0	16,669	3,460	20,130
64 Social Services Fund	0	44,459	1,940	46,400
65 Workforce Development Fund	8,270	2,481	5,821	16,572
66 Head Start Fund	0	5,101	2,959	8,060
69 Fleet Services Fund	0	2,123	0	2,123
70 Library Fund	301	16,799	3,824	20,923
71 Benefit Plan Fund	0	369	0	369
72 Patrol Fund	0	24,552	291	24,843
73 Inmate Welfare Fund	0	923	0	923
75 Public Health Fund	8,270	12,797	4,878	25,945
76 Airport Fund	0	1,920	453	2,373
85 Community Development Fund	0	369	2,393	2,762
87 Non-County	0	0	5,020	5,020
Total	$334,840	$253,890	$615,024	$1,203,754

CLERK & RECORDER – CLERK TO THE BOARD

Nature and Extent of Services

Clerk & Recorder (C&R) – Clerk to the Board processes applications and renewals of all liquor licenses as well as other Permits and Licenses for the County. In addition they prepare Land Use Agendas and perform secretarial duties for the County Commissioners, E911 Authority, Liquor Licensing Authority and Cultural Council. They are also custodian of contracts, minutes and resolutions and are responsible for publishing minutes and resolutions on the internet on a weekly basis. The indirect costs for this function will be allocated to the receiving department/division's budget. The C&R – Clerk to the Board includes the following ***function***:

- ***Clerk to the Board:*** Costs associated with the activities of Clerk to the Board are allocated based on the number of agenda items and liquor application by department/division, excluding Public Health to account for liquor license processed by Public Health for outside entities.

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:23 C&R Clerk to the Board - GF

Description		Amount	General Admin	Clerk to the Board	Passport Duties
Personnel Costs					
Salaries	S1	158,816	25,728	119,271	13,817
Salary % Split			*16.20%*	*75.10%*	*8.70%*
Benefits	S	30,946	5,013	23,240	2,692
Subtotal - Personnel Costs		189,762	30,741	142,511	16,509
Services & Supplies Cost					
4261 General Supplies	S	4,484	726	3,367	390
4264 Books & Periodicals	S	0	0	0	0
4269 Equipment	S	372	60	279	32
43300 Prof & Tech Services	S	0	0	0	0
4341 Utilities	S	987	160	741	86
4343 Repairs & Maint	S	0	0	0	0
4344 Rent & Lease	S	0	0	0	0
4351 Misc Serv & Chrgs	S	1,888	306	1,418	164
4354 Adv & Pub	S	22	4	17	2
4356 Dues-Mtgs-Train	S	1,904	308	1,430	166
4358 Travel-Freight-Deliv	S	0	0	0	0
4385 Fin & Debt Services	D	0	0	0	0
45 Land & Capital	D	0	0	0	0
46 Intergovernmental	D	0	0	0	0
47 Interdepartmental	D	0	0	0	0
4759 Indirect Costs	D	78,533	0	0	0
4757 IT Charges	D	9,263	0	0	0
4757 IT Tech Repl	S	361	58	271	31
4757 Fleet Charges	S	0	0	0	0
4757 Facility Charges	D	6,865	0	0	0
47 Insurance Tr's	S	977	158	734	85
Subtotal - Services & Supplies		105,656	1,780	8,257	956
Department Cost Total		295,418	32,521	150,768	17,465
Adjustments to Cost					
4385 Fin & Debt Services	D	0	0	0	0
45 Land & Capital	D	0	0	0	0

Jefferson County,Colorado
Full Cost Allocation Plan

A. Department Costs

Dept:23 C&R Clerk to the Board - GF

Description		Amount	General Admin	Clerk to the Board	Passport Duties
46 Intergovernmental	D	0	0	0	0
47 Interdepartmental	D	0	0	0	0
4759 Indirect Costs	D	(78,533)	0	0	0
4757 IT Charges	D	(9,263)	0	0	0
4757 Facility Charges	D	(6,865)	0	0	0
Subtotal - Adjustments		(94,661)	0	0	0
Total Costs After Adjustments		200,757	32,521	150,768	17,465
General Admin Distribution			(32,521)	29,145	3,376
Grand Total		$200,754		$179,913	$20,841
					not allocated

B. Incoming Costs - (Default Spread Salary%)

Dept:23 C&R Clerk to the Board - GF

	Department	First Incoming	Second Incoming	Clerk to the Board	Passport Duties
1	Courts & Admin Building (CAB)	$2,652	$0	$2,377	$275
	Subtotal - Building Interest and Deprec	2,652	0	2,377	275
3	County Administration	736	0	660	76
	Subtotal - County Administrator - GF	736	0	660	76
4	Countywide Intranet, Web & Emp Assis	296	0	265	31
	Subtotal - Public Information Office - G	296	0	265	31
5	Billable Legal Fees	17,305	0	15,508	1,797
	Subtotal - County Atty Admin - GF	17,305	0	15,508	1,797
8	Accounts Payable	305	0	273	32
8	General Accounting	2,538	0	2,275	263
8	Payroll	211	0	189	22
8	Audit	896	0	803	93
	Subtotal - Accounting - GF	3,950	0	3,540	410
9	Budget Analysis	204	0	183	21
9	Budget Issues	338	0	303	35
	Subtotal - Budget - GF	542	0	486	56
10	General HR	513	0	460	53
10	Terminations	92	0	82	10
10	Compensation Program	269	0	241	28
	Subtotal - Human Resources - GF	874	0	783	91
11	Purchasing Card Rebate	(25)	0	(22)	(3)
11	Countywide Programs	128	0	115	13
	Subtotal - Purchasing - GF	103	0	92	11
14	Board of County Commissioners	420	0	376	44
14	County Commissioner's Other	251	0	225	26
	Subtotal - Board of County Comm - GF	671	0	601	70
15	Banking	139	0	125	14

B. Incoming Costs - (Default Spread Salary%)

Dept:23 C&R Clerk to the Board - GF

	Department	First Incoming	Second Incoming	Clerk to the Board	Passport Duties
15	Investments - General Fund	$50	$0	$45	$5
	Subtotal - Treasurer - GF	189	0	169	20
17	Non-Divisional	252	0	226	26
	Subtotal - Non-Departmental - GF	252	0	226	26
19	Fac - Courts & Admin Bldg	6,177	0	5,536	641
	Subtotal - Facilities & Const Mgmt - GF	6,177	0	5,536	641
20	Amanda	2,430	0	2,178	252
20	EDMS	1,375	0	1,232	143
20	ERP	2,142	0	1,920	222
20	EMail	41	0	37	4
20	Network & Telecomm	2,072	0	1,857	215
20	GIS	943	0	845	98
20	AV	261	0	234	27
20	File/Print Servers	58	0	52	6
20	Enterprise Web Apps	322	0	289	33
20	Customer Service	2,636	0	2,362	274
	Subtotal - IT Services - GF	12,280	0	11,005	1,275
21	Record Retrieval	1,013	0	908	105
21	Record Management	268	0	240	28
21	Record Storage	4,242	0	3,802	440
	Subtotal - Archives & Records - GF	5,523	0	4,950	573
23	Clerk to the Board	0	3,007	2,695	312
	Subtotal - C&R Clerk to the Board - GF	0	3,007	2,695	312
1	Courts & Admin Building (CAB)	0	13	12	1
	Subtotal - Building Interest and Deprec	0	13	12	1
3	County Administration	0	147	132	15
	Subtotal - County Administrator - GF	0	147	132	15
4	Countywide Intranet, Web & Emp Assis	0	29	26	3

B. Incoming Costs - (Default Spread Salary%)

Dept:23 C&R Clerk to the Board - GF

	Department	First Incoming	Second Incoming	Clerk to the Board	Passport Duties
	Subtotal - Public Information Office - G	$0	$29	$26	$3
5	Billable Legal Fees	0	2,314	2,074	240
	Subtotal - County Atty Admin - GF	0	2,314	2,074	240
8	Accounts Payable	0	46	41	5
8	General Accounting	0	387	347	40
8	Payroll	0	31	28	3
8	Audit	0	0	0	0
	Subtotal - Accounting - GF	0	464	416	48
9	Budget Analysis	0	22	20	2
9	Budget Issues	0	37	33	4
	Subtotal - Budget - GF	0	59	53	6
10	General HR	0	73	65	8
10	Terminations	0	13	12	1
10	Compensation Program	0	37	33	4
	Subtotal - Human Resources - GF	0	123	110	13
11	Purchasing Card Rebate	0	0	0	0
11	Countywide Programs	0	13	12	1
	Subtotal - Purchasing - GF	0	13	12	1
14	Board of County Commissioners	0	79	71	8
14	County Commissioner's Other	0	47	42	5
	Subtotal - Board of County Comm - GF	0	126	113	13
15	Banking	0	17	15	2
15	Investments - General Fund	0	7	6	1
	Subtotal - Treasurer - GF	0	24	22	2
17	Non-Divisional	0	104	93	11
	Subtotal - Non-Departmental - GF	0	104	93	11
19	Fac - Courts & Admin Bldg	0	327	293	34

B. Incoming Costs - (Default Spread Salary%)

Dept:23 C&R Clerk to the Board - GF

	Department	First Incoming	Second Incoming	Clerk to the Board	Passport Duties
	Subtotal - Facilities & Const Mgmt - GF	$0	$327	$293	$34
20	Amanda	0	245	220	25
20	EDMS	0	52	47	5
20	ERP	0	81	73	8
20	EMail	0	2	2	0
20	Network & Telecomm	0	80	72	8
20	GIS	0	36	32	4
20	AV	0	10	9	1
20	File/Print Servers	0	2	2	0
20	Enterprise Web Apps	0	12	11	1
20	Customer Service	0	103	92	11
	Subtotal - IT Services - GF	0	623	558	65
21	Record Retrieval	0	39	35	4
21	Record Management	0	9	8	1
21	Record Storage	0	191	171	20
	Subtotal - Archives & Records - GF	0	239	214	25
Total Incoming		51,550	7,612	53,020	6,142
				89.62%	10.38%
C. Total Allocated			$259,916	$232,933	$26,983

Jefferson County,Colorado
Full Cost Allocation Plan

Clerk to the Board Allocations

Dept:23 C&R Clerk to the Board - GF

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
3	County Administrator - GF	22	1.46%	$3,307	$0	$3,307	$0	$3,307
4	Public Information Office - GF	1	0.07%	150	0	150	0	150
5	County Atty Admin - GF	117	7.78%	17,590	0	17,590	0	17,590
6	Admin Services - GF	12	0.80%	1,804	0	1,804	0	1,804
8	Accounting - GF	93	6.18%	13,982	0	13,982	0	13,982
9	Budget - GF	9	0.60%	1,353	0	1,353	0	1,353
10	Human Resources - GF	13	0.86%	1,954	0	1,954	0	1,954
11	Purchasing - GF	2	0.13%	301	0	301	0	301
14	Board of County Comm - GF	51	3.39%	7,667	0	7,667	0	7,667
15	Treasurer - GF	5	0.33%	752	0	752	0	752
18	Transportation & Engineering - GF	76	5.05%	11,426	0	11,426	0	11,426
19	Facilities & Const Mgmt - GF	65	4.32%	9,772	0	9,772	0	9,772
20	IT Services - GF	57	3.79%	8,569	0	8,569	0	8,569
21	Archives & Records - GF	1	0.07%	150	0	150	0	150
23	C&R Clerk to the Board - GF	20	1.33%	3,007	0	3,007	0	3,007
27	Assessor - GF	4	0.27%	601	0	601	28	630
30	County Attorney BOE - GF	57	3.79%	8,569	0	8,569	405	8,974
31	District Attorney Admin - GF	2	0.13%	301	0	301	14	315
34	Fairgrounds - GF	1	0.07%	150	0	150	7	157
37	Planning & Zoning - GF	167	11.10%	25,107	0	25,107	1,187	26,293
41	JCSO Executive - GF	216	14.36%	32,473	0	32,473	1,535	34,008
47	Insurance Fund	3	0.20%	451	0	451	21	472
49	Open Space Fund	47	3.13%	7,066	0	7,066	334	7,400
63	Road & Bridge Fund	19	1.26%	2,856	0	2,856	135	2,991
64	Social Services Fund	269	17.89%	40,441	0	40,441	1,912	42,353
69	Fleet Services Fund	5	0.33%	752	0	752	36	787
75	Public Health Fund	3	0.20%	451	0	451	21	472
76	Airport Fund	167	11.10%	25,107	0	25,107	1,187	26,293
Subtotal		1,504	100.00%	226,111	0	226,111	6,822	232,933
Direct Bills						0		0
Total						$226,111		$232,933

Basis Units: Agenda & Liquor application Counts by Dept/Div (excl. Health)
Source:

Allocation Summary

Dept:23 C&R Clerk to the Board - GF

	Department	Clerk to the Board	Passport Duties	Total
0	Direct Billed	$0	$0	$0
3	County Administrator - GF	3,307	0	3,307
4	Public Information Office - GF	150	0	150
5	County Atty Admin - GF	17,590	0	17,590
6	Admin Services - GF	1,804	0	1,804
8	Accounting - GF	13,982	0	13,982
9	Budget - GF	1,353	0	1,353
10	Human Resources - GF	1,954	0	1,954
11	Purchasing - GF	301	0	301
14	Board of County Comm - GF	7,667	0	7,667
15	Treasurer - GF	752	0	752
18	Transportation & Engineering - GF	11,426	0	11,426
19	Facilities & Const Mgmt - GF	9,772	0	9,772
20	IT Services - GF	8,569	0	8,569
21	Archives & Records - GF	150	0	150
23	C&R Clerk to the Board - GF	3,007	0	3,007
27	Assessor - GF	630	0	630
30	County Attorney BOE - GF	8,974	0	8,974
31	District Attorney Admin - GF	315	0	315
34	Fairgrounds - GF	157	0	157
37	Planning & Zoning - GF	26,293	0	26,293
41	JCSO Executive - GF	34,008	0	34,008
47	Insurance Fund	472	0	472
49	Open Space Fund	7,400	0	7,400
63	Road & Bridge Fund	2,991	0	2,991
64	Social Services Fund	42,353	0	42,353
69	Fleet Services Fund	787	0	787
75	Public Health Fund	472	0	472
76	Airport Fund	26,293	0	26,293
Total		$232,933	$0	$232,933