



**DUPAGE
COUNTY**

INFORMATION TECHNOLOGY

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TO: PRMS Oversight Committee
FROM: Don Ehrenhaft
DATE: June 14, 2023
Subject: PRMS FY24 Budget Memo

Attached is the proposed FY24 operational and reimbursement budget. The spreadsheet is broken down into four tabs; DuJIS PRMS Ops and System Costs Projections, DuJIS-PRMS (1000-1115), Equipment Replacement Fund, and Agency Cost Projections.

DuJIS PRMS Ops and System Costs Projections:

If all line items are approved and the hardware and software refresh cost are paid from the Equipment Replacement fund, the total estimated cost to the agencies for FY24 will be \$1,797,682.55. This is an increase of \$51,377.99 (3%) from the FY23 budget proposal. The cost per user is \$1,041.53. This is an increase of \$29.77 per user from FY23.

The DuJIS PRMS Ops and System Costs Projections spreadsheet list all expenses that have been identified. The three largest expenses are as follows:

- Salary Expense - \$ 457,012.99 (-2%)
- Maintenance - \$623,364.00 (+7%)
- Equipment Replacement - \$ 400,000.00 (0%)

DuJIS-PRMS (1000-1115):

The total cost incurred by the County IT Department will be \$617,372.25. This is an increase of \$13,183.49 (+2%) from the FY23 budget. Increases are due primarily to scheduled, contractual increases in maintenance costs.

Employee salaries are included in the cost; however, employee benefits are not. Employee benefits are accounted for on the DuJIS PRMS Ops and System Costs Projections spreadsheet. Benefit costs are estimated at \$141,451.26.

The DuJIS-PRMS (1000-1115) will be presented to the DuPage County Board as part of the County IT Departments budget.

All cost listed in the DuJIS-PRMS (1000-1115) spreadsheet are represented in the DuJIS PRMS Ops and System Costs Projections spreadsheet.



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PRMS Equipment Replacement Fund:

Background:

The inter-governmental agreement (IGA) outlines the establishment of the Equipment Replacement Fund. The purpose is to have enough capital set aside for the refresh and five years after that, a refresh/replacement of the complete system. The IGA asks that participants fund their Equipment Replacement account at \$3,000,000 by the end of the contract.

Fund Balance:

Currently, the fund balance is approximately \$985,785. The estimated total amount of funds at the end of FY24 is \$1,385,785.

Equipment Replacement Fund Schedule:

Based on the direction of the Committee, the annual contribution to the fund will remain at \$400,000 for FY24. For purposes of projections, the schedule keeps the annual contribution rate at \$400,000 per year through the end of the contract. The total amount that will be collected through the end of the contract is \$2,584,785. This amount includes paying of the refresh from the fund. This will leave the fund \$415,215 short of the \$3,000,000 stated in the IGA.

Adjusting contribution amounts or modifying the IGA to change the required total amount are both potential means to address this shortfall and are at the discretion of the Committee.

Agency Cost Projections:

The Agency Cost Projections spreadsheet shows the financial impact to member agencies. If all line items are approved at full budgeted cost, the per user cost will be \$1,041.53. This is an increase of 3% from the FY23 budget proposal.

This amount is subject to change if the total user count, for some or all agencies, changes. The count used for invoicing is pulled annually on November 30th. The agencies are given a two week notice to submit any changes.