

**Second Regular Session  
Seventy-fourth General Assembly  
STATE OF COLORADO**

**REREVISED**

*This Version Includes All Amendments  
Adopted in the Second House*

LLS NO. 24-1140.01 Chelsea Princell x4335

**SENATE BILL 24-217**

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**SENATE SPONSORSHIP**

**Zenzinger and Kirkmeyer**, Bridges, Hansen, Priola

**HOUSE SPONSORSHIP**

**Sirota and Taggart**, Bird, Bacon, Marshall, Snyder

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**Senate Committees**  
Appropriations

**House Committees**  
Appropriations

HOUSE  
3rd Reading Unamended  
May 6, 2024

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**A BILL FOR AN ACT**

101      **CONCERNING THE REPEAL AND REENACTMENT OF THE LAW ENACTED**  
102                    **BY SENATE BILL 23-228 THAT CREATED THE OFFICE OF**  
103                    **ADMINISTRATIVE SERVICES FOR INDEPENDENT AGENCIES IN THE**  
104                    **JUDICIAL DEPARTMENT.**

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HOUSE  
2nd Reading Unamended  
May 5, 2024

**Bill Summary**

*(Note: This summary applies to this bill as introduced and does not reflect any amendments that may be subsequently adopted. If this bill passes third reading in the house of introduction, a bill summary that applies to the reengrossed version of this bill will be available at <http://leg.colorado.gov/>.)*

SENATE  
3rd Reading Unamended  
April 29, 2024

**Joint Budget Committee.** During the first session of the seventy-fourth general assembly, the general assembly enacted Senate Bill 23-228, which created the office of administrative services for

SENATE  
2nd Reading Unamended  
April 26, 2024

Shading denotes HOUSE amendment. Double underlining denotes SENATE amendment.  
*Capital letters or bold & italic numbers indicate new material to be added to existing law.*  
*Dashes through the words or numbers indicate deletions from existing law.*

independent agencies (office) in the judicial department to provide administrative support services to certain independent agencies within the judicial department. Among other things, Senate Bill 23-228 required the administrative board that governs the office to hire an office director by October 1, 2023, and required the office director to hire staff by March 1, 2024. The administrative board was unable to hire a director and discontinued its efforts to set up the office in order to revisit the office structure created in Senate Bill 23-228.

The bill repeals and reenacts the law enacted by Senate Bill 23-228 to restructure the office and make administrative changes to ensure enhanced office efficiency and success.

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1 *Be it enacted by the General Assembly of the State of Colorado:*

2           **SECTION 1.** In Colorado Revised Statutes, **repeal and reenact,**  
3 **with amendments,** article 100 of title 13 as follows:

4   **ARTICLE 100**

5                   **Office of Administrative Services for Independent Agencies**

6           **13-100-101. Legislative declaration.** (1) THE GENERAL  
7 ASSEMBLY FINDS, DETERMINES, AND DECLARES THAT:

8           (a) THE PROVISION OF ADMINISTRATIVE SUPPORT SERVICES FOR  
9 INDEPENDENT AGENCIES CREATED IN THE JUDICIAL DEPARTMENT AND  
10 ASSOCIATED APPROPRIATIONS SHOULD BE AS EFFICIENT AS POSSIBLE;

11           (b) SINCE 2015, FIVE ADDITIONAL INDEPENDENT AGENCIES, NOT  
12 INCLUDING THE OFFICE OF ADMINISTRATIVE SERVICES FOR INDEPENDENT  
13 AGENCIES, HAVE BEEN ADDED TO THE JUDICIAL DEPARTMENT. SINCE THEIR  
14 INCEPTION, NONE OF THESE FIVE INDEPENDENT AGENCIES AND THE  
15 INDEPENDENT ETHICS COMMISSION, ESTABLISHED IN 2007, HAVE RECEIVED  
16 DIRECT APPROPRIATIONS OR OTHER DIRECT FUNDING NECESSARY TO  
17 DELIVER INTERNAL SUPPORT OF THE ADMINISTRATIVE SERVICES OUTLINED  
18 IN SECTION 13-100-103 (8)(a).

19           (c) THE INTENT OF THE GENERAL ASSEMBLY WHEN CREATING EACH

1 INDEPENDENT AGENCY WAS THAT THE JUDICIAL DEPARTMENT, THROUGH  
2 THE OFFICE OF THE STATE COURT ADMINISTRATOR, COULD MOST  
3 EFFICIENTLY PROVIDE CENTRALIZED ADMINISTRATIVE SUPPORT SERVICES  
4 TO THE INDEPENDENT AGENCIES. HOWEVER, THE JUDICIAL DEPARTMENT  
5 HAS INCREASINGLY LIMITED OR RESTRICTED ADMINISTRATIVE SUPPORT  
6 SERVICES TO THESE INDEPENDENT AGENCIES, AND THE INDEPENDENT  
7 AGENCIES HAVE NOT RECEIVED ACCESS TO STATEWIDE SYSTEMS AND  
8 STRUCTURES OF SUPPORT THAT ARE GENERALLY PROVIDED TO STATE  
9 PROGRAMS.

10 (d) IT IS CRITICAL THAT THE OFFICE OF ADMINISTRATIVE SERVICES  
11 FOR INDEPENDENT AGENCIES BE ESTABLISHED FOR THE PROVISION OF  
12 CENTRALIZED ADMINISTRATIVE SUPPORT SERVICES FOR CURRENT AND  
13 FUTURE INDEPENDENT AGENCIES THAT ARE IN NEED OF ADMINISTRATIVE  
14 SUPPORT FROM THE OFFICE OF ADMINISTRATIVE SERVICES FOR  
15 INDEPENDENT AGENCIES. FURTHERMORE, IT IS IMPERATIVE THAT THE  
16 JUDICIAL DEPARTMENT, THROUGH THE OFFICE OF THE STATE COURT  
17 ADMINISTRATOR, PROVIDE THESE ADMINISTRATIVE SUPPORT SERVICES FOR  
18 THE OFFICE OF ADMINISTRATIVE SERVICES FOR INDEPENDENT AGENCIES  
19 AND THE INCLUDED AGENCIES UNTIL THE TRANSITION OF SERVICES IS  
20 COMPLETE, AND EFFECTIVELY PARTNER WITH THE OFFICE OF  
21 ADMINISTRATIVE SERVICES FOR INDEPENDENT AGENCIES AND SUPPORT  
22 THE TRANSITION OF SERVICES DESCRIBED IN THIS ARTICLE 100 UNTIL THE  
23 TRANSITION OF SERVICES IS COMPLETE.

24 **13-100-102. Definitions.** AS USED IN THIS ARTICLE 100, UNLESS  
25 THE CONTEXT OTHERWISE REQUIRES:

26 (1) "BUDGET REQUEST AMENDMENT" HAS THE SAME MEANING SET  
27 FORTH IN SECTION 2-3-208.

1           (2) "COMPENSATION TEMPLATE" MEANS THE STATEWIDE SYSTEM  
2 USED TO BUDGET, BY STATE AGENCY, FOR EMPLOYEE BENEFITS AND  
3 SALARY AS DETERMINED BY THE GOVERNOR'S OFFICE OF STATE PLANNING  
4 AND BUDGETING AND THE DEPARTMENT OF PERSONNEL.

5           (3) "INCLUDED AGENCIES" MEANS THE INDEPENDENT AGENCIES  
6 WITHIN THE JUDICIAL DEPARTMENT THAT THE OFFICE PROVIDES  
7 ADMINISTRATIVE AND FISCAL SUPPORT SERVICES TO PURSUANT TO THIS  
8 ARTICLE 100 AND INCLUDES THE OFFICE OF THE CHILD PROTECTION  
9 OMBUDSMAN, THE INDEPENDENT ETHICS COMMISSION, THE OFFICE OF  
10 PUBLIC GUARDIANSHIP, THE COMMISSION ON JUDICIAL DISCIPLINE, THE  
11 OFFICE OF ALTERNATIVE DEFENSE COUNSEL, THE OFFICE OF THE CHILD'S  
12 REPRESENTATIVE, THE OFFICE OF THE RESPONDENT PARENTS' COUNSEL,  
13 THE OFFICE OF THE STATEWIDE BEHAVIORAL HEALTH COURT LIAISON, THE  
14 OFFICE OF THE JUDICIAL DISCIPLINE OMBUDSMAN, AND ANY OTHER  
15 INDEPENDENT AGENCY ADDED TO THE JUDICIAL DEPARTMENT ON OR  
16 AFTER JULY 1, 2024. THE OFFICE OF STATE PUBLIC DEFENDER IS NOT AN  
17 INCLUDED AGENCY.

18           (4) "OFFICE" MEANS THE OFFICE OF ADMINISTRATIVE SERVICES FOR  
19 INDEPENDENT AGENCIES CREATED IN SECTION 13-100-103.

20           (5) "TECHNICAL SUPPORT LIAISON" MEANS AN INDIVIDUAL  
21 EMPLOYED BY A STATEWIDE CENTRAL SERVICES AGENCY IN THE  
22 EXECUTIVE BRANCH OR EQUIVALENT OFFICE OR UNIT IN THE JUDICIAL  
23 BRANCH THAT THE AGENCY, OFFICE, OR UNIT DESIGNATES AS THE LIAISON  
24 TO PROVIDE TECHNICAL SUPPORT TO THE OFFICE.

25           **13-100-103. Office of administrative services for independent**  
26 **agencies - created - repeal.** (1) THERE IS CREATED IN THE JUDICIAL  
27 DEPARTMENT THE OFFICE OF ADMINISTRATIVE SERVICES FOR INDEPENDENT

1 AGENCIES TO ACT AS AN INDEPENDENT AGENCY THAT PROVIDES  
2 CENTRALIZED ADMINISTRATIVE AND FISCAL SUPPORT SERVICES FOR THE  
3 INCLUDED AGENCIES.

4 (2) (a) ON OR BEFORE JUNE 30, 2025, THE OFFICE AND THE  
5 JUDICIAL DEPARTMENT SHALL ENTER INTO A MEMORANDUM OF  
6 UNDERSTANDING THAT CONTAINS, AT A MINIMUM, REQUIREMENTS  
7 RELATED TO THE ESTABLISHMENT OF FISCAL RULES AND ONGOING ACCESS  
8 TO, OR THE USE OF, JUDICIAL DEPARTMENT SYSTEMS, CONTRACTS, OR  
9 RESOURCES THAT ARE IN THE INTEREST OF PROVIDING ADMINISTRATIVE  
10 AND FISCAL SUPPORT SERVICES EFFICIENTLY AND AT LOW COST TO THE  
11 STATE, WHICH INCLUDES THE JUDICIAL DEPARTMENT'S SYSTEMS FOR  
12 ADMINISTERING PAYROLL, BENEFITS, AND LEAVE FOR EMPLOYEES OF THE  
13 AGENCIES SERVED BY THE OFFICE.

14 (b) BEGINNING JANUARY 1, 2026, IF THE INCLUDED AGENCIES' USE  
15 OF THE JUDICIAL DEPARTMENT'S SYSTEMS, CONTRACTS, OR RESOURCES  
16 CREATES ADDITIONAL COSTS TO THE JUDICIAL DEPARTMENT, THOSE COSTS  
17 MUST BE IDENTIFIED, QUANTIFIED, NEGOTIATED, AND INCORPORATED INTO  
18 THE MEMORANDUM OF UNDERSTANDING, AND PAID FOR BY THE OFFICE.

19 (c) THE OFFICE MAY NEGOTIATE SHARED RESOURCES FOR THE  
20 INCLUDED AGENCIES, AND THE INCLUDED AGENCIES MAY PARTICIPATE IN  
21 AN OFFICE-NEGOTIATED AGREEMENT OR MAY NEGOTIATE THEIR OWN  
22 AGREEMENTS INDEPENDENTLY OF THE OFFICE CONCERNING THE SHARED  
23 RESOURCES.

24 (3) THE OFFICE CONSISTS OF A DIRECTOR AND ANY OTHER STAFF  
25 POSITION DEEMED NECESSARY BY THE DIRECTOR WITHIN EXISTING  
26 APPROPRIATIONS.

27 (4) THE OFFICE IS GOVERNED BY AN ADVISORY BOARD THAT

1 CONSISTS OF THE DIRECTOR OF EACH INCLUDED AGENCY AND THE  
2 DIRECTOR OF ANY INDEPENDENT AGENCY THAT IS ADDED TO THE JUDICIAL  
3 DEPARTMENT ON OR AFTER JULY 1, 2024. THE DIRECTOR OF AN INCLUDED  
4 AGENCY MAY APPOINT A DESIGNEE TO SERVE ON THE ADVISORY BOARD ON  
5 THE DIRECTOR'S BEHALF. IN ORDER TO MAINTAIN BOARD DISCUSSION AND  
6 DECISION CONTINUITY AND CONSISTENCY, A DESIGNEE IS A FULL VOTING  
7 MEMBER OF THE BOARD, MUST SERVE FOR AT LEAST ONE FULL FISCAL  
8 YEAR, AND MAY NOT BE REPLACED DURING THAT PERIOD BY EITHER A  
9 SUBSTITUTE DESIGNEE OR BY THE DIRECTOR, UNLESS THE DESIGNEE IS NO  
10 LONGER EMPLOYED BY THE INCLUDED AGENCY.

11 (5) THROUGH JUNE 30, 2025, THE CHAIRPERSON OF THE ADVISORY  
12 BOARD IS THE DIRECTOR OF THE OFFICE OF THE CHILD PROTECTION  
13 OMBUDSMAN. THEREAFTER, THE ADVISORY BOARD SHALL APPOINT ITS  
14 CHAIR AND OFFICERS, AS NECESSARY.

15 (6) (a) THE ADVISORY BOARD IS RESPONSIBLE FOR THE  
16 FOLLOWING:

17 (I) ON OR BEFORE JULY 1, 2024, HIRING AN OFFICE DIRECTOR, BY  
18 MAJORITY VOTE OF THE ADVISORY BOARD; AND

19 (II) SECURING A REVIEW OF THE FUNCTIONS AND PERFORMANCE OF  
20 THE OFFICE AND THE DIRECTOR THAT OCCURS AT LEAST BIANNUALLY  
21 BEGINNING NO LATER THAN JULY 1, 2026, TO BE PERFORMED BY A THIRD  
22 PARTY AND USED BY THE BOARD TO EFFECTIVELY PROVIDE CREDIBLE,  
23 DOCUMENTED, AND SUPPORTED SUPERVISORY OVERSIGHT BY THE  
24 ADVISORY BOARD, AS NECESSARY.

25 (b) THE ADVISORY BOARD MAY REMOVE THE DIRECTOR WITH OR  
26 WITHOUT CAUSE BY A TWO-THIRDS VOTE OF THE ADVISORY BOARD.

27 (c) THE CHAIR, ACTING FOR THE ADVISORY BOARD, MAY

1 CONTRACT WITH A HUMAN RESOURCES CONSULTANT TO PROVIDE  
2 RECRUITING ASSISTANCE TO HIRE AN OFFICE DIRECTOR, AS NECESSARY.

3 (7) THE OFFICE DIRECTOR SHALL:

4 (a) ON OR BEFORE OCTOBER 1, 2024, IN CONSULTATION WITH THE  
5 TECHNICAL SUPPORT LIAISONS PURSUANT TO SUBSECTION (9) OF THIS  
6 SECTION, ESTABLISH A WORKLOAD CAPACITY AND STAFF RESOURCE PLAN  
7 FOR THE OFFICE FOR FISCAL YEARS 2024-25 AND 2025-26;

8 (b) ON OR BEFORE NOVEMBER 1, 2024, PREPARE A BUDGET  
9 REQUEST FOR THE OFFICE THAT INCLUDES NECESSARY BUDGET REQUEST  
10 AMENDMENTS TO FUND THE WORKLOAD CAPACITY AND STAFF RESOURCE  
11 PLAN FOR FISCAL YEARS 2024-25 AND 2025-26;

12 (c) ON OR BEFORE OCTOBER 1, 2024, BEGIN RECRUITING AND  
13 HIRING STAFF POSITIONS;

14 (d) WORK IN PARTNERSHIP WITH THE JUDICIAL DEPARTMENT TO  
15 GUIDE AND SUPPORT THE TRANSITION OF SERVICES PROVIDED TO THE  
16 INCLUDED AGENCIES UNTIL THE TRANSITION TO THE OFFICE IS COMPLETED;

17 (e) ADMINISTER THE OFFICE IN ACCORDANCE WITH A  
18 MEMORANDUM OF UNDERSTANDING WITH THE JUDICIAL DEPARTMENT  
19 PURSUANT TO SUBSECTION (2) OF THIS SECTION AND MEMORANDUMS OF  
20 UNDERSTANDING WITH EACH OF THE INCLUDED AGENCIES PURSUANT TO  
21 SUBSECTION (10) OF THIS SECTION;

22 (f) ON OR BEFORE JUNE 30, 2025, AND ON OR BEFORE JUNE 30 OF  
23 EACH YEAR THEREAFTER, IF NECESSARY, UPDATE THE OFFICE OPERATING  
24 POLICIES; AND

25 (g) MEET WITH EACH DIRECTOR OF THE INCLUDED AGENCIES  
26 INDIVIDUALLY AT LEAST ONCE PER MONTH TO MAINTAIN CONSISTENT AND  
27 REGULAR COMMUNICATION REGARDING THE PROVISION OF SERVICES

1 PROVIDED BY THE OFFICE TO EACH INCLUDED AGENCY.

2 (8) ONCE THE TRANSITION OF SERVICES IS COMPLETED, THE OFFICE  
3 IS RESPONSIBLE FOR PROVIDING THE FOLLOWING TO THE INCLUDED  
4 AGENCIES:

5 (a) BUDGET; ACCOUNTING; PAYROLL, INCLUDING TIME AND LEAVE  
6 TRACKING; AND HUMAN RESOURCES SERVICES INCLUDING POLICY  
7 GUIDANCE, DOCUMENTATION ASSISTANCE, AND COORDINATION OF  
8 RECORDS FOR ALL SPECIALIZED LEAVE SITUATIONS;

9 (b) CENTRALIZED BUDGET SUPPORT THAT PRESERVES THE  
10 INCLUDED AGENCIES' INDEPENDENCE CONCERNING BUDGET REQUEST  
11 AMENDMENTS AND PROVIDES A CONSOLIDATED AND STREAMLINED  
12 BUDGET SUBMISSION PROCESS FOR ALL INCLUDED AGENCIES PURSUANT TO  
13 SECTION 13-100-104;

14 (c) GUIDANCE, BUT NOT THE EXECUTION OR PRIMARY PROVISION  
15 OF DIRECT SERVICES, FOR CONTRACTS, PURCHASING, AND PROCUREMENT,  
16 EXCEPT AS OTHERWISE SPECIFIED WITHIN AN INCLUDED AGENCY'S  
17 MEMORANDUM OF UNDERSTANDING;

18 (d) MAINTENANCE OF A SINGLE, CONSOLIDATED COMPENSATION  
19 PLAN FOR ALL OCCUPATIONAL CLASSES IN THE INCLUDED AGENCIES  
20 PURSUANT TO SECTION 13-100-104. THE INCLUDED AGENCIES RETAIN  
21 INDEPENDENCE IN DEFINING EACH INCLUDED AGENCY'S ORGANIZATIONAL  
22 STAFF POSITIONS, STRUCTURES, AND PERSONNEL RULES.

23 (e) BEGINNING JULY 1, 2025, INFORMATION TECHNOLOGY  
24 TECHNICAL CONSULTATION FOR, OR ASSISTANCE WITH, THE FOLLOWING:

25 (I) INFORMATION TECHNOLOGY SYSTEMS' ACCESS TO STATEWIDE  
26 NETWORKS AND SYSTEMS AND COMPLIANCE WITH SECURITY STANDARDS  
27 ESTABLISHED BY THE GOVERNOR'S OFFICE OF INFORMATION TECHNOLOGY



1 FOR INCLUDED AGENCY INFORMATION TECHNOLOGY SYSTEMS; AND

2 (II) INFORMATION TECHNOLOGY VENDOR AND CONSULTANT  
3 PROCUREMENT.

4 (9) (a) TO ESTABLISH THE WORKLOAD CAPACITY AND STAFF  
5 RESOURCE PLAN REQUIRED IN SUBSECTION (7)(a) OF THIS SECTION AND  
6 MAINTAIN AN ONGOING STATEWIDE SYSTEMS SUPPORT NETWORK FOR THE  
7 OFFICE, THE OFFICE DIRECTOR MUST BE ASSIGNED TECHNICAL SUPPORT  
8 LIAISONS FROM EXECUTIVE BRANCH AGENCIES INVOLVED IN THE PRIMARY  
9 PROVISION OF STATEWIDE SUPPORT SERVICES POLICY AND SYSTEMS. THIS  
10 TECHNICAL SUPPORT NETWORK IS PRIMARILY INTENDED TO ASSIST THE  
11 DIRECTOR IN ESTABLISHING WORKLOAD CAPACITY METRICS FOR THE  
12 INITIAL STAFF RESOURCE PLAN FOR THE OFFICE. TECHNICAL SUPPORT  
13 LIAISONS MUST BE ASSIGNED FROM THE FOLLOWING STATE AGENCIES:

14 (I) A BUDGET SYSTEMS ACCESS AND SUPPORT LIAISON FROM THE  
15 OFFICE OF STATE PLANNING AND BUDGETING;

16 (II) HUMAN RESOURCES, PAYROLL, ACCOUNTING, AND  
17 PROCUREMENT LIAISONS FROM THE DEPARTMENT OF PERSONNEL; AND

18 (III) A STATEWIDE INFORMATION TECHNOLOGY NETWORK,  
19 SECURITY, AND SYSTEMS SUPPORT LIAISON OR LIAISONS, AS NECESSARY,  
20 FROM THE GOVERNOR'S OFFICE OF INFORMATION TECHNOLOGY.

21 (b) THE STATE COURT ADMINISTRATOR'S OFFICE IS ENCOURAGED  
22 TO ASSIGN EQUIVALENT TECHNICAL SUPPORT LIAISONS ACROSS THESE  
23 ADMINISTRATIVE SUPPORT FUNCTIONS IN ORDER TO ENHANCE THE  
24 TRANSITION OF SUPPORT SERVICES TO THE OFFICE, MAINTAIN AN ONGOING  
25 JUDICIAL SYSTEMS SUPPORT NETWORK FOR THE OFFICE, AND ENCOURAGE  
26 CLEAR COMMUNICATION AND UNDERSTANDING OF JUDICIAL DEPARTMENT  
27 SYSTEMS AND POLICIES.

1           (10) (a) ON OR BEFORE JUNE 30, 2025, THE DIRECTOR SHALL  
2 ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH EACH INCLUDED  
3 AGENCY. EACH MEMORANDUM OF UNDERSTANDING MUST ESTABLISH A  
4 TIMELINE FOR THE PROVISION OF SERVICES AND EXPECTATIONS FOR  
5 DISCRETE SUPPORT SERVICES. THE MEMORANDUM OF UNDERSTANDING  
6 SERVES AS A STATEMENT OF RIGHTS AND RESPONSIBILITIES FOR THE  
7 INCLUDED AGENCY AND THE OFFICE.

8           (b) INCLUDED AGENCIES SHALL NOT RECEIVE ADDITIONAL DIRECT  
9 APPROPRIATIONS FOR THE PROVISION OF SERVICES DESCRIBED IN SECTION  
10 13-100-103 (8).

11           (11)(a)(I) THE JUDICIAL DEPARTMENT SHALL PROVIDE THE OFFICE  
12 WITH OFFICE SPACE IN THE RALPH L. CARR COLORADO JUDICIAL CENTER.  
13 BEGINNING JANUARY 1, 2026, THE JUDICIAL DEPARTMENT MAY REQUIRE  
14 LEASED SPACE PAYMENTS FOR THE OFFICE OR FOR INCLUDED AGENCIES,  
15 CONSISTENT WITH ESTABLISHED JUDICIAL CENTER TENANT POLICIES.

16           (II) INCLUDED AGENCIES THAT CURRENTLY OCCUPY OFFICE SPACE  
17 IN THE RALPH L. CARR COLORADO JUDICIAL CENTER MUST REMAIN  
18 LOCATED IN THE RALPH L. CARR COLORADO JUDICIAL CENTER.

19           (b) THROUGH DECEMBER 31, 2025, THE JUDICIAL DEPARTMENT  
20 SHALL PROVIDE THE OFFICE WITH ACCESS TO, OR THE USE OF, DEPARTMENT  
21 SYSTEMS, CONTRACTS, AND RESOURCES THAT ARE RELATED TO PROVIDING  
22 ADMINISTRATIVE AND FISCAL SUPPORT SERVICES EFFICIENTLY AND AT LOW  
23 COST TO THE STATE, WHICH MUST INCLUDE JUDICIAL DEPARTMENT  
24 SYSTEMS FOR ADMINISTERING PAYROLL, BENEFITS, AND LEAVE FOR  
25 INCLUDED AGENCY EMPLOYEES.

26           (c) BEGINNING JANUARY 1, 2026, IF THE INCLUDED AGENCIES' USE  
27 OF THE JUDICIAL DEPARTMENT'S SYSTEMS, CONTRACTS, OR RESOURCES

1 CREATES ADDITIONAL COSTS TO THE JUDICIAL DEPARTMENT, THOSE COSTS  
2 MUST BE IDENTIFIED, QUANTIFIED, NEGOTIATED, AND INCORPORATED INTO  
3 THE MEMORANDUM OF UNDERSTANDING AND PAID FOR BY THE OFFICE.

4 (12)(a) THE JUDICIAL DEPARTMENT SHALL WORK IN PARTNERSHIP  
5 WITH THE OFFICE TO GUIDE AND SUPPORT THE TRANSITION OF SUPPORT  
6 SERVICES PROVIDED TO THE INCLUDED AGENCIES. THE JUDICIAL  
7 DEPARTMENT IS RESPONSIBLE FOR EFFECTUATING A SUCCESSFUL  
8 TRANSFER OF SUPPORT SERVICES TO THE OFFICE IN A WAY THAT ENABLES  
9 THE OFFICE TO INDEPENDENTLY DELIVER SUPPORT SERVICES.

10 (b) THE JUDICIAL DEPARTMENT SHALL PROVIDE THE OFFICE WITH  
11 ACCOUNTING SUPPORT, INFORMATION TECHNOLOGY SUPPORT, HUMAN  
12 RESOURCES AND PAYROLL SERVICES, AND SIMILAR SUPPORT SERVICES,  
13 WITHOUT COST TO THE OFFICE UNTIL THE TRANSITION OF SERVICES IS  
14 COMPLETE.

15 (c) NOTWITHSTANDING ANY PROVISION OF LAW FOR THE INCLUDED  
16 AGENCIES AND MEMORANDA OF UNDERSTANDING BETWEEN THE JUDICIAL  
17 DEPARTMENT AND EACH INCLUDED AGENCY, AND NOTWITHSTANDING  
18 MORE LIMITED INTERPRETATIONS OF REQUIRED ADMINISTRATIVE SUPPORT  
19 SERVICES PROVISIONS BY THE JUDICIAL DEPARTMENT, THE JUDICIAL  
20 DEPARTMENT, THROUGH THE OFFICE OF THE STATE COURT  
21 ADMINISTRATOR, SHALL PROVIDE THE SERVICES DETAILED IN SUBSECTION  
22 (8)(a) OF THIS SECTION TO THE INCLUDED AGENCIES UNTIL THE  
23 TRANSITION OF SERVICES IS COMPLETE.

24 (d) THE DIRECTOR SHALL NOTIFY THE REVISOR OF STATUTES IN THE  
25 OFFICE OF LEGISLATIVE LEGAL SERVICES IN WRITING THAT THE TRANSITION  
26 OF SERVICES IS COMPLETE USING THE E-MAIL ADDRESS  
27 REVISOROFSTATUTES.GA@COLEG.GOV.

1 (e) THIS SUBSECTION (12) IS REPEALED UPON RECEIPT OF THE  
2 NOTIFICATION DESCRIBED IN SUBSECTION (12)(d) OF THIS SECTION THAT  
3 THE TRANSITION OF SERVICES IS COMPLETE.

4 **13-100-104. Budget requests and annual statewide**  
5 **compensation adjustments.** (1) THE OFFICE SHALL SUBMIT A SINGLE,  
6 CONSOLIDATED BUDGET REQUEST, PURSUANT TO THE REQUIREMENTS OF  
7 SECTION 2-3-208, THAT INCLUDES BUDGET REQUEST AMENDMENTS FROM  
8 EACH INCLUDED AGENCY, IF PROVIDED.

9 (2) THE OFFICE SHALL COORDINATE ALL STATE BUDGET PROCESS  
10 COMMUNICATIONS WITH THE JOINT BUDGET COMMITTEE AND THE OFFICE  
11 OF STATE PLANNING AND BUDGETING FOR THE INCLUDED AGENCIES.

12 (3) THE OFFICE SHALL USE STANDARD JOINT BUDGET COMMITTEE  
13 AND OFFICE OF STATE PLANNING AND BUDGETING BUDGET SCHEDULES  
14 AND BUDGET DATA SYSTEMS TO PREPARE BUDGET DOCUMENTS.

15 (4) THE OFFICE SHALL MAINTAIN A CONSOLIDATED COMPENSATION  
16 SCHEDULE FOR EACH STAFF POSITION IN THE INCLUDED AGENCIES. THE  
17 CONSOLIDATED COMPENSATION SCHEDULE MUST INCLUDE THE FOLLOWING  
18 INFORMATION FOR EACH STAFF POSITION:

- 19 (a) INCLUDED AGENCY JOB TITLE;
- 20 (b) EQUIVALENT JOB CLASSIFICATION THAT THE POSITION IS  
21 ANCHORED TO IN THE EXECUTIVE BRANCH, JUDICIAL BRANCH, OR OFFICE  
22 OF STATE PUBLIC DEFENDER COMPENSATION PLAN;
- 23 (c) CURRENT SALARY RANGE FOR THE EQUIVALENT JOB  
24 CLASSIFICATION;
- 25 (d) CURRENT SALARY AND PERCENTILE POSITION IN RANGE; AND
- 26 (e) THE STATE FISCAL YEAR IN WHICH THE STAFF POSITION WAS  
27 ADDED.

1 (5) (a) THE OFFICE SHALL SUBMIT A SINGLE, CONSOLIDATED  
2 STATEWIDE COMPENSATION AND BENEFITS BUDGET AMENDMENT REQUEST  
3 THAT ACCOUNTS FOR ALL INCLUDED AGENCIES AS GENERATED BY EACH  
4 INCLUDED AGENCY COMPENSATION TEMPLATE OR ANY FUTURE  
5 EQUIVALENT REPLACEMENT SYSTEM USED AND DEFINED BY THE OFFICE OF  
6 STATE PLANNING AND BUDGETING AND THE DEPARTMENT OF PERSONNEL.

7 (b) AGENCY COMPENSATION TEMPLATE FORMULAS AND  
8 CALCULATION STRUCTURE MUST NOT BE MODIFIED IN CREATING  
9 COMPENSATION AND BENEFITS BUDGET AMENDMENT REQUESTS.

10 (c) IF ANY AGENCY COMPENSATION TEMPLATE INCLUDES A  
11 MANUAL ADJUSTMENT TO REFLECT POSITIONS THAT ARE APPROVED BUT  
12 UNFILLED, VACANT, OR HAVE BEEN ELIMINATED OR RECLASSIFIED, AT THE  
13 TIME THE PAYROLL DATA DOWNLOAD IS USED TO POPULATE THE  
14 TEMPLATE, THE MANUAL ADJUSTMENTS OR CHANGES MUST BE  
15 DOCUMENTED IN THE COMPENSATION ADJUSTMENT REQUEST NARRATIVE,  
16 BY POSITION FOR EACH DISCRETE MANUAL ADJUSTMENT INCLUDED. EACH  
17 RECLASSIFICATION THAT ADJUSTS A POSITION TO A DIFFERENT  
18 EQUIVALENT JOB CLASSIFICATION DEFINED IN SECTION (4)(b) OF THIS  
19 SECTION MUST BE SPECIFICALLY EXPLAINED IN THE REQUEST NARRATIVE.

20 **SECTION 2.** In Colorado Revised Statutes, 2-3-208, **add** (6) as  
21 follows:

22 **2-3-208. Budget requests - amendments - supplemental**  
23 **appropriation requests - deadlines - definitions.** (6) FOR PURPOSES OF  
24 THIS SECTION, THE OFFICE OF ADMINISTRATIVE SERVICES FOR  
25 INDEPENDENT AGENCIES IN THE JUDICIAL DEPARTMENT, CREATED IN  
26 SECTION 13-100-103, IS A STATE AGENCY. INCLUDED AGENCIES, AS  
27 DEFINED IN SECTION 13-100-102, ARE NOT STATE AGENCIES FOR PURPOSES

1 OF BUDGET REQUEST SUBMISSIONS.

2           **SECTION 3. Safety clause.** The general assembly finds,  
3 determines, and declares that this act is necessary for the immediate  
4 preservation of the public peace, health, or safety or for appropriations for  
5 the support and maintenance of the departments of the state and state  
6 institutions.