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1                   A bill to be entitled  
2     An act relating to state-owned lands; amending s.  
3     193.023, F.S.; requiring the property appraiser to  
4     physically inspect any parcel of taxable or state-  
5     owned real property upon the request of the taxpayer  
6     or owner; amending s. 193.085, F.S.; removing  
7     provisions requiring the Department of Revenue to  
8     notify property appraisers of state ownership of real  
9     property; requiring local governments to notify  
10    property appraisers of lands owned by the local  
11    government; amending s. 213.053, F.S.; authorizing the  
12    Department of Revenue to disclose certain information  
13    to the Department of Environmental Protection  
14    regarding state-owned lands; amending s. 216.0152,  
15    F.S.; requiring the Division of State Lands in the  
16    Department of Environmental Protection rather than the  
17    Department of Management Services to develop and  
18    maintain an automated inventory of all facilities  
19    owned, leased, rented, or otherwise occupied or  
20    maintained by any agency of the state; requiring that  
21    the facilities inventory data be provided to the  
22    department on or before a specified date each year by  
23    the owning or operating state agency; requiring that  
24    the Department of Transportation identify and dispose  
25    of surplus property pursuant to ss. 337.25 and 339.04,  
26    F.S.; requiring the division to adopt rules; directing  
27    the department to update its inventory with  
28    information concerning the physical condition of  
29    facilities that have 3,000 square feet or more of

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30 usable space; requiring the department to submit an  
31 annual report to the Governor and Legislature which  
32 lists the state-owned real property recommended for  
33 disposition; amending s. 253.03, F.S.; requiring the  
34 Department of Revenue to furnish, in electronic form,  
35 annual current tax roll data for public lands to the  
36 Board of Trustees of the Internal Improvement Trust  
37 Fund to be used in compiling the inventory of public  
38 lands; requiring the board to use tax roll data from  
39 the Department of Revenue to assist in the  
40 identification and confirmation of publicly held  
41 lands; amending s. 253.034, F.S.; removing provisions  
42 relating to an inventory of public lands, including  
43 federal lands, within the state; requiring that a  
44 building or parcel of land be offered for lease to  
45 state agencies, state universities, and community  
46 colleges before being offered for lease, sublease, or  
47 sale to a local or federal unit of government or a  
48 private party; requiring that priority consideration  
49 for such a lease be given to state universities and  
50 community colleges; requiring that a state university  
51 or community college submit a plan regarding the  
52 intended use of such building or parcel of land for  
53 review and approval by the Board of Trustees of the  
54 Internal Improvement Trust Fund before approval of a  
55 lease; providing that priority consideration be given  
56 to the University of South Florida Polytechnic for the  
57 lease of vacant land and buildings located at the G.  
58 Pierce Wood facility in DeSoto County; providing for

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59 future expiration; creating the comprehensive state-  
60 owned real property system; directing the Department  
61 of Environmental Protection to create, administer,  
62 operate, and maintain a comprehensive system for all  
63 state lands and real property leased, owned, rented,  
64 or otherwise occupied or maintained by any state  
65 agency or the judicial branch; providing for a  
66 database of all real property owned or leased by the  
67 state; requiring all state agencies to enter required  
68 real property information into the comprehensive  
69 state-owned real property system; describing the  
70 principal objectives of the comprehensive state-owned  
71 real property system; setting forth the timeframes in  
72 which the department must complete the comprehensive  
73 state-owned real property system; requiring the  
74 department to report to the Governor and Legislature  
75 by a specified date; providing for an executive  
76 steering committee for management of the comprehensive  
77 state-owned real property system; describing the  
78 composition of the executive steering committee;  
79 setting forth the responsibilities of the executive  
80 steering committee; creating a project management team  
81 to work under the direction of the executive steering  
82 committee; requiring the project management team to be  
83 headed by a full-time project manager and to consist  
84 of senior managers and personnel appointed by members  
85 of the executive steering committee; setting forth the  
86 responsibilities of the project management team;  
87 providing an effective date.

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89 Be It Enacted by the Legislature of the State of Florida:

90

91 Section 1. Subsection (2) of section 193.023, Florida  
92 Statutes, is amended to read

93 193.023 Duties of the property appraiser in making  
94 assessments.—

95 (2) In making his or her assessment of the value of real  
96 property, the property appraiser is required to physically  
97 inspect the property at least once every 5 years. Where  
98 geographically suitable, and at the discretion of the property  
99 appraiser, the property appraiser may use image technology in  
100 lieu of physical inspection to ensure that the tax roll meets  
101 all the requirements of law. The Department of Revenue shall  
102 establish minimum standards for the use of image technology  
103 consistent with standards developed by professionally recognized  
104 sources for mass appraisal of real property. However, the  
105 property appraiser shall physically inspect any parcel of  
106 taxable or state-owned real property upon the request of the  
107 taxpayer or owner.

108 Section 2. Paragraph (a) of subsection (3) of section  
109 193.085, Florida Statutes, is amended to read:

110 193.085 Listing all property.—

111 (3) (a) ~~The department will coordinate with all other~~  
112 ~~departments of state government to ensure that the several~~  
113 ~~property appraisers are properly notified annually of state~~  
114 ~~ownership of real property. The department shall promulgate~~  
115 ~~regulations to ensure that~~ All forms of local government,  
116 special taxing districts, multicounty districts, and

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117 municipalities shall provide written annual notification to  
118 ~~properly notify annually~~ the several property appraisers of any  
119 and all real property owned by any of them so that ownership of  
120 all such property will be properly listed.

121 Section 3. Paragraph (z) is added to subsection (8) of  
122 section 213.053, Florida Statutes, to read:

123 213.053 Confidentiality and information sharing.—

124 (8) Notwithstanding any other provision of this section,  
125 the department may provide:

126 (z) Information relative to ss. 253.03(8) and 253.0325 to  
127 the Department of Environmental Protection in the conduct of its  
128 official business.

129  
130 Disclosure of information under this subsection shall be  
131 pursuant to a written agreement between the executive director  
132 and the agency. Such agencies, governmental or nongovernmental,  
133 shall be bound by the same requirements of confidentiality as  
134 the Department of Revenue. Breach of confidentiality is a  
135 misdemeanor of the first degree, punishable as provided by s.  
136 775.082 or s. 775.083.

137 Section 4. Section 216.0152, Florida Statutes, is amended  
138 to read:

139 216.0152 Inventory of state-owned facilities or state-  
140 occupied facilities.—

141 (1) The Division of State Lands in the Department of  
142 Environmental Protection ~~Management Services~~ shall develop and  
143 maintain an automated inventory of all facilities owned, leased,  
144 rented, or otherwise occupied or maintained by any agency of the  
145 state, ~~or by~~ the judicial branch, or the water management

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146 ~~districts, except those with less than 3,000 square feet.~~ The  
147 inventory data shall be provided by the owning or operating  
148 agency and shall include the location, occupying agency,  
149 ownership, size, condition assessment, valuations, operating  
150 costs, maintenance record, age, parking and employee facilities,  
151 building uses, full-time equivalent occupancy, known  
152 restrictions or historic designations, including conservation  
153 land status, leases or subleases, and associated revenues, and  
154 other information as required in a rule adopted by the  
155 department. The department shall use this data for determining  
156 maintenance needs, conducting strategic analyses, including, but  
157 not limited to, analyzing and identifying candidates for  
158 surplus, valuation, and disposition, and life-cycle cost  
159 evaluations of the facility. Inventory data shall be provided to  
160 the department on or before July 1 of each year by the owning or  
161 operating agency in a format prescribed by the department. The  
162 inventory need not include a condition assessment or maintenance  
163 record of facilities not owned by a state agency, ~~or by the~~  
164 judicial branch, or a water management district. The term  
165 "facility," as used in this section, means buildings,  
166 structures, and building systems, but does not include  
167 transportation facilities of the state transportation system.  
168 For reporting purposes, the Department of Transportation shall  
169 develop and maintain an inventory of transportation facilities  
170 of the state transportation system. The Department of  
171 Transportation shall also identify and dispose of surplus  
172 property pursuant to ss. 337.25 and 339.04. The Board of  
173 Governors of the State University System and the Department of  
174 Education, respectively, shall develop and maintain an

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175 inventory, in the manner prescribed by the Department of  
176 Environmental Protection ~~Management Services~~, of all state  
177 university and community college facilities and shall make the  
178 data available in a format acceptable to the Department of  
179 Environmental Protection ~~Management Services~~. By March 15, 2011,  
180 the division shall adopt rules pursuant to ss. 120.536 and  
181 120.54 to administer this section.

182 (2) For the purpose of assessing needed repairs and  
183 renovations of facilities, the Department of Environmental  
184 Protection ~~Management Services~~ shall update its inventory with  
185 condition information for facilities of 3,000 square feet or  
186 more and cause to be updated the other inventories required by  
187 subsection (1) at least once every 5 years, but the inventories  
188 shall record acquisitions of new facilities and significant  
189 changes in existing facilities as they occur. The Department of  
190 Environmental Protection ~~Management Services~~ shall provide each  
191 agency and the judicial branch with the most recent inventory  
192 applicable to that agency or to the judicial branch. Each agency  
193 and the judicial branch shall, in the manner prescribed by the  
194 Department of Environmental Protection ~~Management Services~~,  
195 report significant changes in the inventory as they occur. Items  
196 relating to the condition and life-cycle cost of a facility  
197 shall be updated at least every 5 years.

198 (3) By October 1, 2011, and annually thereafter, the  
199 Division of State Lands in the Department of Environmental  
200 Protection shall submit to the Governor, the President of the  
201 Senate, and the Speaker of the House of Representatives a report  
202 that lists the state-owned real property recommended for  
203 disposition. ~~The Department of Management Services shall, every~~

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204 ~~3 years, publish a complete report detailing this inventory and~~  
205 ~~shall publish an annual update of the report. The department~~  
206 ~~shall furnish the updated report to the Executive Office of the~~  
207 ~~Governor and the Legislature no later than September 15 of each~~  
208 ~~year.~~

209 Section 5. Subsection (8) of section 253.03, Florida  
210 Statutes, is amended to read:

211 253.03 Board of trustees to administer state lands; lands  
212 enumerated.—

213 (8) (a) The Board of Trustees of the Internal Improvement  
214 Trust Fund shall prepare, using tax roll data provided by the  
215 Department of Revenue, or the county property appraisers, an  
216 annual inventory of all publicly owned lands within the state.  
217 Such inventory shall include all lands owned by any unit of  
218 state government or local government; by the Federal Government,  
219 to the greatest extent possible; and by any other public entity.  
220 ~~The board shall submit a summary report of the inventory and a~~  
221 ~~list of major discrepancies between the inventory and the tax~~  
222 ~~roll data to the President of the Senate and the Speaker of the~~  
223 ~~House of Representatives on or before March 1 of each year.~~

224 (b) In addition to any other parcel data available, the  
225 inventory shall include a legal description or proper reference  
226 thereto, the number of acres or square feet within the  
227 boundaries, and the assessed value of all publicly owned  
228 uplands. To the greatest extent practicable, the legal  
229 description or proper reference thereto and the number of acres  
230 or square feet shall be determined for all publicly owned  
231 submerged lands. For the purposes of this subsection, the term  
232 "submerged lands" means publicly owned lands below the ordinary



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233 high-water mark of fresh waters and below the mean high-water  
234 line of salt waters extending seaward to the outer jurisdiction  
235 of the state. ~~By October 31 of each year, the Department of~~  
236 ~~Revenue shall furnish, in machine-readable form, annual, current~~  
237 ~~tax roll data for public lands to the board to be used in~~  
238 ~~compiling the inventory.~~

239 (c) By September 30 of each year, the Department of Revenue  
240 shall furnish to the board, in electronic form, the approved  
241 preliminary tax roll data for public lands to be used in  
242 compiling the inventory. By November 30 ~~December 31~~ of each  
243 year, the board shall prepare and provide to each state agency  
244 and local government and any other public entity which holds  
245 title to real property, including any water management district,  
246 drainage district, navigation district, or special taxing  
247 district, a list of the real property owned by such entity,  
248 required to be listed on county assessment rolls, using tax roll  
249 data provided by the Department of Revenue. By January ~~March~~ 31  
250 of the following year, each such entity shall review its list  
251 and inform the appropriate property appraiser of any corrections  
252 to the list. The appropriate county property appraiser  
253 ~~Department of Revenue shall enter provide for entering~~ such  
254 corrections on the appropriate county tax roll.

255 (d) Whenever real property is listed on the real property  
256 assessment rolls of the respective counties in the name of the  
257 State of Florida or any of its agencies, the listing shall not  
258 be changed in the absence of a recorded deed executed by the  
259 State of Florida or the state agency in whose name the property  
260 is listed. If, in preparing the assessment rolls, the ~~several~~  
261 property appraisers within the state become aware of the

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262 existence of a recorded deed not executed by the state and  
263 purporting to convey real property listed on the assessment  
264 rolls as state-owned, the property appraiser shall immediately  
265 forward a copy of the recorded deed to the state agency in whose  
266 name the property is listed.

267 (e) The board shall use tax roll data, which shall be  
268 provided by the Department of Revenue, to assist in the  
269 identification and confirmation of publicly held lands. Lands  
270 that are held by the state or a water management district and  
271 lands that are purchased by the state, a state agency, or a  
272 water management district and that are deemed not essential or  
273 necessary for conservation purposes are subject to review for  
274 surplus sale.

275 Section 6. Subsections (8) and (16) of section 253.034,  
276 Florida Statutes, are amended, and subsection (17) is added to  
277 that section, to read:

278 253.034 State-owned lands; uses.-

279 ~~(8) (a) Notwithstanding other provisions of this section,~~  
280 ~~the Division of State Lands is directed to prepare a state~~  
281 ~~inventory of all federal lands and all lands titled in the name~~  
282 ~~of the state, a state agency, a water management district, or a~~  
283 ~~local government on a county-by-county basis. To facilitate the~~  
284 ~~development of the state inventory, each county shall direct the~~  
285 ~~appropriate county office with authority over the information to~~  
286 ~~provide the division with a county inventory of all lands~~  
287 ~~identified as federal lands and lands titled in the name of the~~  
288 ~~state, a state agency, a water management district, or a local~~  
289 ~~government.~~ The Legislature recognizes the value of the state's  
290 conservation lands as water recharge areas and air filters and,

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291 in an effort to better understand the scientific underpinnings  
292 of carbon sequestration, carbon capture, and greenhouse gas  
293 mitigation, to inform policymakers and decisionmakers, and to  
294 provide the infrastructure for landowners, the Division of State  
295 Lands shall contract with an organization experienced and  
296 specialized in carbon sinks and emission budgets to conduct an  
297 inventory of all lands that were acquired pursuant to  
298 Preservation 2000 and Florida Forever and that were titled in  
299 the name of the Board of Trustees of the Internal Improvement  
300 Trust Fund. The inventory shall determine the value of carbon  
301 capture and carbon sequestration. Such inventory shall consider  
302 potential carbon offset values of changes in land management  
303 practices, including, but not limited to, replanting of trees,  
304 routine prescribed burns, and land use conversion. Such an  
305 inventory shall be completed and presented to the board of  
306 trustees by July 1, 2009.

307 ~~(b) The state inventory must distinguish between lands~~  
308 ~~purchased by the state or a water management district as part of~~  
309 ~~a core parcel or within original project boundaries, as those~~  
310 ~~terms are used to meet the surplus requirements of subsection~~  
311 ~~(6), and lands purchased by the state, a state agency, or a~~  
312 ~~water management district which are not essential or necessary~~  
313 ~~for conservation purposes.~~

314 ~~(c) In any county having a population of 75,000 or fewer,~~  
315 ~~or a county having a population of 100,000 or fewer which is~~  
316 ~~contiguous to a county having a population of 75,000 or fewer,~~  
317 ~~in which more than 50 percent of the lands within the county~~  
318 ~~boundary are federal lands and lands titled in the name of the~~  
319 ~~state, a state agency, a water management district, or a local~~

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320 ~~government, those lands titled in the name of the state or a~~  
321 ~~state agency which are not essential or necessary to meet~~  
322 ~~conservation purposes may, upon request of a public or private~~  
323 ~~entity, be made available for purchase through the state's~~  
324 ~~surplusing process. Rights of way for existing, proposed, or~~  
325 ~~anticipated transportation facilities are exempt from the~~  
326 ~~requirements of this paragraph. Priority consideration shall be~~  
327 ~~given to buyers, public or private, willing to return the~~  
328 ~~property to productive use so long as the property can be~~  
329 ~~reentered onto the county ad valorem tax roll. Property acquired~~  
330 ~~with matching funds from a local government shall not be made~~  
331 ~~available for purchase without the consent of the local~~  
332 ~~government.~~

333 ~~(b)~~ (d) If state-owned lands are subject to annexation  
334 procedures, the Division of State Lands must notify the county  
335 legislative delegation of the county in which the land is  
336 located.

337 (16) Before a building or parcel of land is offered for  
338 lease, sublease, or sale to a local or federal unit of  
339 government or a private party, it shall first be offered for  
340 lease to state agencies, ~~and~~ state universities, and community  
341 colleges, with priority consideration given to state  
342 universities and community colleges. A state university or  
343 community college must submit a plan for review and approval by  
344 the Board of Trustees of the Internal Improvement Trust Fund  
345 regarding the intended use of the building or parcel of land  
346 before approval of a lease.

347 (17) Notwithstanding any other provision of this section,  
348 the University of South Florida Polytechnic shall be given

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349 priority consideration for the lease of vacant land and  
350 buildings located at the G. Pierce Wood facility in DeSoto  
351 County. This subsection expires July 1, 2012.

352 Section 7. Comprehensive state-owned real property system.-

353 (1) The Department of Environmental Protection shall  
354 create, administer, and maintain a comprehensive system for all  
355 state lands and real property leased, owned, rented, and  
356 otherwise occupied or maintained by any state agency, by the  
357 judicial branch, and by any water management district. The  
358 comprehensive state-owned real property system shall allow the  
359 Board of Trustees of the Internal Improvement Trust Fund to  
360 perform its statutory responsibilities and the Division of State  
361 Lands, in the Department of Environmental Protection, to conduct  
362 strategic analyses and prepare annual valuation and disposition  
363 analyses and recommendations for all state real property assets.

364 (a) The comprehensive state-owned real property system must  
365 contain a database that includes an accurate inventory of all  
366 real property that is leased, owned, rented, occupied, or  
367 managed by the state, the judicial branch, or the water  
368 management districts.

369 (b) The Division of State Lands, in the Department of  
370 Environmental Protection, shall be the statewide custodian of  
371 the real property information and shall be accountable for its  
372 accuracy.

373 (c) All state agencies and water management districts shall  
374 enter required real property information according to rules  
375 established by the Division of State Lands pursuant to s.  
376 216.0152, Florida Statutes.

377 (2) The comprehensive state-owned real property system must

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378 accomplish the following objectives:

379 (a) Eliminate the need for redundant state real property  
380 information collection processes and state agency information  
381 systems.

382 (b) Reduce the need to lease or acquire additional real  
383 property as a result of an annual surplus valuation,  
384 utilization, and disposition analysis.

385 (c) Enable regional planning as a tool for cost-effective  
386 buy, sell, and lease decisions.

387 (d) Increase state revenues and maximize operational  
388 efficiencies by annually identifying those state-owned real  
389 properties that are the best candidates for surplus or  
390 disposition.

391 (e) Ensure all state real property is identified by  
392 collaborating and integrating with the Department of Revenue  
393 data as submitted by the county property appraisers.

394 (f) Implement required functionality and processes for  
395 state agencies to electronically submit all applicable real  
396 property information using a web browser application.

397 (3) The development of the comprehensive state-owned real  
398 property system must be composed of the following implementation  
399 timeframes and initial deliverables:

400 (a) By October 1, 2010, the Division of State Lands shall  
401 submit a report to the Governor, the President of the Senate,  
402 and the Speaker of the House of Representatives which identifies  
403 and recommends state-owned real property for disposition. The  
404 report shall include specific information that documents the  
405 valuation and analysis process used to identify the specific  
406 state-owned real property recommended for disposition.

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407 (b) By November 1, 2010, the Department of Environmental  
408 Protection shall submit an updated feasibility study for the  
409 Lands Inventory Tracking System, to include in its scope the  
410 comprehensive state-owned real property system. The feasibility  
411 study shall be submitted to the Governor, the President of the  
412 Senate, and the Speaker of the House of Representatives.

413 (c) By February 1, 2011, the executive steering committee  
414 shall complete the business process analysis and documentation  
415 of both the detailed system requirements and the overall system  
416 architecture and submit this information to the Governor, the  
417 President of the Senate, and the Speaker of the House of  
418 Representatives.

419 (d) By March 1, 2011, the facility inventory components of  
420 the comprehensive state-owned real property system must be fully  
421 operational.

422 (e) By September 1, 2012, the remaining real property and  
423 land inventory components of the comprehensive state-owned real  
424 property system must be fully operational.

425 (4) The Department of Environmental Protection shall  
426 implement the project governance structure until such time as  
427 the comprehensive state-owned real property system is  
428 successfully completed, suspended, or terminated.

429 (5) The project sponsor for the comprehensive state-owned  
430 real property system is the Secretary of Environmental  
431 Protection.

432 (6) The project shall be governed by an executive steering  
433 committee composed of the following voting members or their  
434 designees:

435 (a) The Secretary of Environmental Protection, who shall

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- 436 serve as chair of the committee.
- 437 (b) The executive director of the Department of Revenue.
- 438 (c) The director of the Division of State Lands in the  
439 Department of Environmental Protection.
- 440 (d) The Chief Financial Officer.
- 441 (e) A property appraiser appointed by the Florida  
442 Association of Property Appraisers, Inc.
- 443 (f) A property appraiser appointed by the Property  
444 Appraisers' Association of Florida, Inc.
- 445 (g) The executive director of the Agency for Enterprise  
446 Information Technology.
- 447 (7) The executive steering committee shall take action by  
448 majority vote of its members and has the overall management  
449 responsibility for ensuring that the system meets the main  
450 business objectives identified in subsection (1). The executive  
451 steering committee is specifically responsible for:
- 452 (a) Providing management direction and support to the  
453 project management team.
- 454 (b) Reviewing, approving, or disapproving project  
455 deliverables and any changes to the project's scope, schedule,  
456 or costs.
- 457 (c) Preparing an update to the feasibility study for the  
458 Lands Inventory Tracking System, including the scope of the real  
459 property system. The feasibility study shall include, but need  
460 not be limited to, a description of the overall scope of the  
461 comprehensive state-owned real property system. In determining  
462 the overall scope, the study shall address whether a single,  
463 comprehensive database of state-owned real property should  
464 replace existing real property databases and whether the



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465 comprehensive real property system should accept data from and  
466 send data to existing databases. The feasibility study update  
467 shall comply with the Schedule IV-B guidelines for the 2010-2011  
468 fiscal year, published by the Technology Review Workgroup  
469 pursuant to s. 216.023, Florida Statutes.

470 1. At a minimum, the following database systems shall be  
471 included in this review and analysis:

472 a. The Public Lands Inventory of the Department of  
473 Environmental Protection, the statewide public lands inventory,  
474 the Board of Trustees Land Document Systems, and the Lands  
475 Information Tracking System.

476 b. The property tax rolls of the Department of Revenue.

477 c. The state facilities inventory of the Department of  
478 Management Services.

479 d. The risk management database of the Department of  
480 Financial Services.

481 2. Further functions must include:

482 a. Identification of the role and responsibilities of the  
483 county property appraisers in a comprehensive system of state-  
484 owned real property which includes the integration of their real  
485 property data.

486 b. A description of the methods for maintaining and  
487 updating the system and conducting strategic analyses, including  
488 valuation and real property surplus or disposition analysis.

489 c. Specifications describing all functional and technical  
490 requirements of the comprehensive system.

491 d. Reliable estimates of the initial and ongoing state and  
492 local effort required to implement the comprehensive system of  
493 state-owned real property.

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494 e. Identification of the business processes that county  
495 property appraisers and state agencies will use to keep the  
496 comprehensive system data complete, current, and accurate.

497 f. Identification of state agency system usage requirements  
498 and responsibilities.

499 g. Cost-benefit analysis documenting the specific direct  
500 and indirect costs, savings, and qualitative and quantitative  
501 benefits involved in or resulting from the implementation of the  
502 comprehensive state-owned real property system.

503 (d) Identifying and recommending to the Governor and the  
504 chair of the House Full Appropriations Council on General  
505 Government & Health Care and the chair of the Senate Policy and  
506 Steering Committee on Ways and Means any fiscal and substantive  
507 policy changes that are needed to implement and maintain the  
508 comprehensive system as documented in the feasibility study.

509 (8) The project management team shall be established no  
510 later than 30 days after this act becomes law and shall work  
511 under the direction of the executive steering committee. A  
512 memorandum of agreement between the Department of Environmental  
513 Protection, the Department of Revenue, and the Department of  
514 Financial Services may be executed to clearly define the roles  
515 and responsibilities of the project management team. The project  
516 management team must be headed by a full-time project manager  
517 and consist of senior managers and personnel appointed by  
518 members of the executive steering committee. The project  
519 management team is responsible for:

520 (a) Providing daily planning, management, and  
521 implementation resources and capabilities for the project.

522 (b) Developing an operational work plan for the project and

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523 providing to the executive steering committee proposed updates  
524 to the work plan whenever necessary. The plan must specify  
525 project milestones, deliverables, a development and  
526 implementation schedule, and expenditures necessary to achieve  
527 the main objectives identified in subsection (1).

528 (c) Submitting written monthly project status reports to  
529 the executive steering committee which describe:

530 1. Planned project costs versus actual project costs.

531 2. Completion status of major milestones and deliverables  
532 according to the project schedule.

533 3. Any issues requiring resolution, the proposed resolution  
534 for the issues, and information regarding the status of the  
535 resolution.

536 4. Specific risks that must be managed and methods for  
537 their management.

538 5. Recommendations for necessary changes in the project's  
539 scope, schedule, or costs. All recommendations must be reviewed  
540 by project stakeholders before submission to the executive  
541 steering committee in order to ensure that the recommendations  
542 meet required acceptance criteria.

543 (d) Preparing the feasibility study required in subsection  
544 (7) under the direction of the executive steering committee.

545 (e) Preparing project work plans and project status  
546 reports, which shall also be provided to the Governor and the  
547 chair of the House Full Appropriations Council on General  
548 Government & Health Care and the chair of the Senate Policy and  
549 Steering Committee on Ways and Means.

550 Section 8. This act shall take effect upon becoming a law.