

STATE OF RHODE ISLAND

IN GENERAL ASSEMBLY

JANUARY SESSION, A.D. 2011

A N A C T

RELATING TO STATE AFFAIRS AND GOVERNMENT - DEPARTMENT OF
ADMINISTRATION

Introduced By: Senators Algiere, Hodgson, Shibley, Maher, and Bates

Date Introduced: March 10, 2011

Referred To: Senate Finance

It is enacted by the General Assembly as follows:

1 SECTION 1. Section 42-11-2 of the General Laws in Chapter 42-11 entitled "Department
2 of Administration" is hereby amended to read as follows:

3 **42-11-2. Powers and duties of department.** -- The department of administration shall
4 have the following powers and duties:

5 (1) To prepare a budget for the several state departments and agencies, subject to the
6 direction and supervision of the governor;

7 (2) To administer the budget for all state departments and agencies, except as
8 specifically exempted by law;

9 (3) To devise, formulate, promulgate, supervise, and control accounting systems,
10 procedures, and methods for the state departments and agencies, conforming to such accounting
11 standards and methods as are prescribed by law;

12 (4) To purchase or to contract for the supplies, materials, articles, equipment, printing,
13 and services needed by state departments and agencies, except as specifically exempted by law;

14 (5) To prescribe standard specifications for those purchases and contracts and to enforce
15 compliance with specifications;

16 (6) To supervise and control the advertising for bids and awards for state purchases;

17 (7) To regulate the requisitioning and storage of purchased items, the disposal of surplus
18 and salvage, and the transfer to or between state departments and agencies of needed supplies,

1 equipment, and materials;

2 (8) To maintain, equip, and keep in repair the state house, state office building, and other
3 premises owned or rented by the state for the use of any department or agency, excepting those
4 buildings, the control of which is vested by law in some other agency;

5 (9) To provide for the periodic inspection, appraisal or inventory of all state buildings
6 and property, real and personal;

7 (10) To require reports from state agencies on the buildings and property in their
8 custody;

9 (11) To issue regulations to govern the protection and custody of the property of the
10 state;

11 (12) To assign office and storage space and to rent and lease land and buildings for the
12 use of the several state departments and agencies in the manner provided by law;

13 (13) To control and supervise the acquisition, operation, maintenance, repair, and
14 replacement of state-owned motor vehicles by state agencies;

15 (14) To maintain and operate central duplicating and mailing service for the several state
16 departments and agencies;

17 (15) To furnish the several departments and agencies of the state with other essential
18 office services;

19 (16) To survey and examine the administration and operation of the state departments
20 and agencies, submitting to the governor proposals to secure greater administrative efficiency and
21 economy, to minimize the duplication of activities, and to effect a better organization and
22 consolidation of functions among state agencies;

23 (17) To operate a merit system of personnel administration and personnel management
24 as defined in section 36-3-3 in connection with the conditions of employment in all state
25 departments and agencies within the classified service;

26 (18) To assign or reassign, with the approval of the governor, any functions, duties, or
27 powers established by this chapter to any agency within the department;

28 (19) To establish, maintain, and operate a data processing center or centers, approve the
29 acquisition and use of electronic data processing services by state agencies, furnish staff
30 assistance in methods, systems and programming work to other state agencies, and arrange for
31 and effect the centralization and consolidation of punch card and electronic data processing
32 equipment and services in order to obtain maximum utilization and efficiency;

33 (20) To devise, formulate, promulgate, supervise, and control a comprehensive and
34 coordinated statewide information system designed to improve the data base used in the

1 management of public resources, to consult and advise with other state departments and agencies
2 and municipalities to assure appropriate and full participation in this system, and to encourage the
3 participation of the various municipalities of this state in this system by providing technical or
4 other appropriate assistance toward establishing, within those municipalities, compatible
5 information systems in order to obtain the maximum effectiveness in the management of public
6 resources;

7 (i) The comprehensive and coordinated statewide information system may include a
8 Rhode Island geographic information system of land-related economic, physical, cultural and
9 natural resources.

10 (ii) In order to ensure the continuity of the maintenance and functions of the geographic
11 information system, the general assembly may annually appropriate such sum as it may deem
12 necessary to the department of administration for its support.

13 (21) To administer a statewide planning program including planning assistance to the
14 state departments and agencies;

15 (22) To administer a statewide program of photography and photographic services;

16 (23) To negotiate with public or private educational institutions in the state, in
17 cooperation with the department of health, for state support of medical education;

18 (24) To promote the expansion of markets for recovered material and to maximize their
19 return to productive economic use through the purchase of materials and supplies with recycled
20 content by the state of Rhode Island to the fullest extent practically feasible;

21 (25) To approve costs as provided in section 23-19-32; and

22 (26) To provide all necessary civil service tests for child protective investigators and
23 social workers at least twice each year and to maintain an adequate hiring list for these positions
24 at all times.

25 (27) To prepare a report every three (3) months by all current property leases or rentals
26 by any state or quasi-state agency to include the following information:

27 (i) Name of lessor;

28 (ii) Description of the lease (purpose, physical characteristics, and location);

29 (iii) Cost of the lease;

30 (iv) Amount paid to date;

31 (v) Date initiated;

32 (vi) Date covered by the lease.

33 (28) To provide by December 31, 1995 the availability of automatic direct deposit to any
34 recipient of a state benefit payment, provided that the agency responsible for making that

1 payment generates one thousand (1,000) or more such payments each month.

2 (29) To operate the Rhode Island division of sheriffs as provided in section 42-11-21.

3 (30) To encourage municipalities, school districts, and quasi-public agencies to achieve
4 cost savings in health insurance, purchasing, or energy usage by participating in state contracts, or
5 by entering into collaborative agreements with other municipalities, districts, or agencies. To
6 assist in determining whether the benefit levels including employee cost sharing and unit costs of
7 such benefits and costs are excessive relative to other municipalities, districts, or quasi-public
8 agencies as compared with state benefit levels and costs.

9 (31) To grant waivers from the operation of any state mandate or other requirement
10 administered by the department, for such a period and on such terms as the director deems
11 appropriate, in response to a petition from a municipality. Such petition shall be addressed to the
12 office of local government assistance, which shall forward it to the director with its
13 recommendation.

14 SECTION 2. This act shall take effect upon passage.

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EXPLANATION
BY THE LEGISLATIVE COUNCIL
OF

A N A C T

RELATING TO STATE AFFAIRS AND GOVERNMENT - DEPARTMENT OF
ADMINISTRATION

1 This act would authorize the director of the department of administration to grant waivers
2 from the operation of any state mandate or other requirement administered by the department, for
3 such a period and on such terms as the director deems appropriate, in response to a petition from
4 a municipality.

5 This act would take effect upon passage.

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