

February 28, 1963.

Passed on File.

*Council & Board of State for 3/11*

House File 449

By KNOWLES.

Passed House, Date.....

Passed Senate, Date.....

Vote: Ayes..... Nays.....

Vote: Ayes..... Nays.....

Approved.....

## A BILL FOR

An Act relating to the administration of government.

*Be It Enacted by the General Assembly of the State of Iowa:*

1 Section 1. Section eight point four (8.4), Code 1962, is

2 hereby amended by adding thereto the following:

3 "The office of state comptroller shall have five (5) divisions

4 as follows:

5 1. A budget division:

6 a. To prepare the biennial budget under the supervision of

7 the governor-elect.

8 b. To establish quarterly allotments for all departments of

9 state government.

10 c. To maintain a balance between revenues and expenditures

11 by having an orderly flow of revenues based upon departmental

12 needs.

13 2. An administrative management division to transfer state

14 employees from one department to another to expedite work and

15 promote efficiency and economy.

1 3. A purchasing division to establish a centralized state

1 purchasing office and assume final responsibility for all state

1 purchases.

1 4. A public properties division:

a. To inspect, repair, and maintain all state properties.

b. To control and maintain a motor vehicle pool for state

22 uses.

23 c. To prescribe suitable regulations for use of state prop-  
24 erties by officials.

25 5. An architectural engineering division to supervise con-  
26 struction plans for public projects and control the final let-  
27 ting of contracts for buildings, highways, and other public  
28 improvements.

#### EXPLANATION OF HOUSE FILE 449

This bill establishes administrative control in the comptroller to facilitate the work of the state and promote efficiency and economy.

Twenty-six other states, including Kansas, Minnesota, Missouri, Illinois and Wisconsin, have undertaken similar programs to put business and efficiency in government. Their experience would indicate that Iowa might save several million dollars. In fact, modern data processing equipment, such as the comptroller has, makes possible even greater savings than have been possible in the past.

Under this bill there would be five divisions under the state comptroller as follows:

1. Budget division. This is one of the present functions of the comptroller except that quarterly allotment to the various departments would create an additional surplus that could be invested or used to reduce tax needs.

2. Administration management division. This is an extension of the powers he now has. This would allow the transfer of employees from one department to another to eliminate the need for keeping a larger staff than is needed or hiring temporary help to meet seasonal work loads.

3. A purchasing division. This would cover the purchasing of all commodities and services for all state agencies. Open-end contracts can be used to obtain low prices and eliminate storage problems. Lower prices and less inventory would be achieved.

4. A public property division. This would make use of surplus property and save on repairs. It also would create a motor pool for all state autos, including boards not now included.

5. An architectural engineering service division. This would provide technical service in planning and building all public projects and assure maximum efficiency and economy.