

PERSONAL SERVICES CONTRACTS

FY 2005

**Report Required by Chapter 143-64.70 of
The North Carolina General Statutes**

March 2006



Prepared By:

*Office of State Budget and Management
Office of State Personnel*

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INTRODUCTION

Scope of Work

Chapter 143-64.70 of the North Carolina General Statutes requires that the Office of State Budget and Management (OSBM) and the Office of State Personnel (OSP) report annually on the use of personal services contracts by state agencies¹ to the Joint Legislative Commission on Governmental Operations. This report is to include information on the type, number, duration, cost, and effectiveness of these contracts. Prior to this year, all contracts were reported. Session Law 2005-276, Section 6.38 limited the reporting to those contracts with an annual expenditure greater than \$5,000.

Methodology

Each agency was requested to provide the following information on the personal services contracts utilized by the agency during Fiscal Year 2005:

- Total number of contracts;
- Type, duration, status, and cost of each contract;
- Number of contractors utilized per contract;
- Description of the functions and projects requiring contractual services;
- Number of contractors for each function or project;
- Identification of the state employee responsible for the oversight of the performance of each contract and the number of contractors reporting to each contract manager or supervisor; and,
- The budget code, fund number, and expenditure account number from which the contract funds were disbursed.

The agency data was to be submitted to OSBM and OSP by January 1, 2006.

FINDINGS

Summary Tables and Charts

The tables on the following pages provide summary data on the types, number, and cost of personal services contracts for Fiscal Year 2005, and the two previous years in which the data was reported.

¹ Section II, page 3 of the State Purchasing Manual provides the definition of a personal services contract: "...services provided by a professional individual (person) on a temporary or occasional basis, including (by way of illustration, not limitation) those provided by a doctor, dentist, attorney, architect, professional engineer, scientist or performer of the fine arts and similar professions; the exemption applies only if the individual is using his/her professional skills to perform a professional task; a personal service may also be a consultant service, in which case consultant contracting procedures shall be followed." *Specifically excluded* from this definition were "service contracts" between an agency and a *company* that provides services, such as lawn or housekeeping. Chart 6 lists the categories used in this report.

Table 1 - Summary

	FY 2002	FY 2003	FY 2005 **
Total Number of Contracts	24,171	19,773	2,315
Total Paid on Contracts: (All Funding Sources)	\$53,334,327	\$49,581,549	\$61,709,987
Total Paid on Contracts: (General Funds)	\$31,687,905	\$32,695,330	\$32,418,889
Number of Contractors	16,251	15,058	1,918
Average Number of Contracts per Contractor	1.49	1.31	1.21
Number of State Employees Overseeing Contracts	2,885	3,305	928
Average Number of Contracts/State Employee	8.38	5.98	2.50
Dollar Value of Contracts < \$5,000	\$15,809,017	\$13,985,462	NA
Percentage	29.6%	28.2%	
Number of Contracts < \$5,000	22,017	17,890	NA
Percentage	90.3%	90.5%	
Number of Contracts >\$5,000	2,154	1,883	2315
Average Length of Contract (<i>in months</i>)	NA	NA	13.6

**NOTE: FY 2005 represents the amount spent and the number of contracts greater than \$5,000.

Table 2 – Summary of Amount Spent, Number of Contracts, and Average Months per Contract by Contract Type

Contract Type	FY 2002		FY 2003		FY 2005 **		
	Amount Spent (in millions)	Number of Contracts	Amount Spent (in millions)	Number of Contracts	Amount Spent (in millions)	Number of Contracts	Average Months per Contract
Health & Medical Services	\$ 15.2	2,019	\$ 14.5	1,881	\$ 12.4	447	21.9
Information Technology Services	\$ 1.9	341	\$ 1.8	296	\$ 9.5	224	13.3
Business & Financial Services	\$ 4.9	412	\$ 4.5	372	\$ 9.3	188	10.0
Educational Services	\$ 13.6	9,920	\$ 11.1	8,682	\$ 8.3	609	8.2
Other Services	\$ 4.7	5,922	\$ 6.1	5,753	\$ 5.6	337	11.2
Legal & Law Enforcement Services	\$ 4.2	909	\$ 3.3	405	\$ 4.7	113	11.7
Scientific Services	\$.9	1,973	\$.8	459	\$ 4.2	46	7.1
Engineering Professional Services	\$.9	96	\$.9	95	\$ 2.1	48	15.2
Management Services	\$.7	90	\$ 1.2	56	\$ 1.7	76	16.9
Communications & Media Services	\$ 1.8	827	\$ 1.4	696	\$ 1.4	99	8.4
Human Services	\$ 3.2	941	\$ 2.9	370	\$ 1.3	73	17.5
Architectural Services (prof. & non)	\$.7	87	\$.4	126	\$.4	15	8.6
Interpretation Services	\$.5	576	\$.5	513	\$.4	17	10.7
Transportation Services	\$.1	58	\$.1	69	\$.4	23	11.1
Total	\$ 53.3	24,171	\$ 49.6	19,773	\$ 61.7	2,315	13.6

**NOTE: FY 2005 represents the amount spent and the number of contracts greater than \$5,000.

Graph 1 - FY 2005 Expenditure Percentages by Type

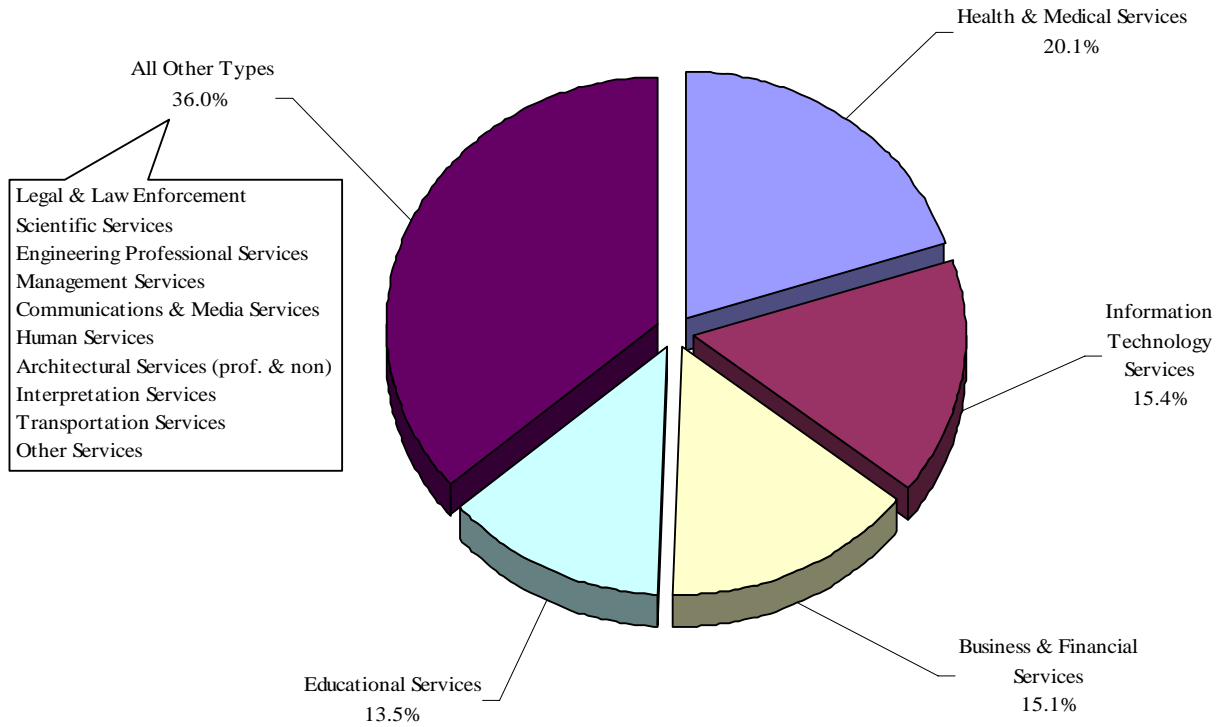


Table 3 – Summary of Amount Spent and Number of Contracts By Area

Area	FY 2002		FY 2003		FY 2005 **	
	Amount Spent (in millions)	Number of Contracts	Amount Spent (in millions)	Number of Contracts	Amount Spent (in millions)	Number of Contracts
University System	\$ 24.8	19,631	\$ 21.1	16,419	\$ 22.3	1,053
Justice & Public Safety	\$ 18.3	1,468	\$ 18.6	1,160	\$ 20.2	766
General Government	\$ 2.9	518	\$ 3.3	519	\$ 7.1	141
Natural & Economic Resources	\$ 2.9	558	\$ 2.5	465	\$ 6.5	124
Public Instruction	\$ 2.2	1,628	\$ 1.8	882	\$ 3.4	135
Health & Human Services	\$ 1.8	308	\$ 1.9	298	\$ 1.9	80
Transportation	\$ 0.3	15	\$ 0.2	15	\$ 0.2	7
Community Colleges	\$ 0.1	23	\$ 0.1	15	\$ 0.1	9
Total	\$ 53.3	24,171	\$ 49.6	19,773	\$ 61.7	2,315

**NOTE: FY 2005 represents the amount spent and the number of contracts greater than \$5,000.

Graph 2 - FY 2005 Expenditure Percentages by Area

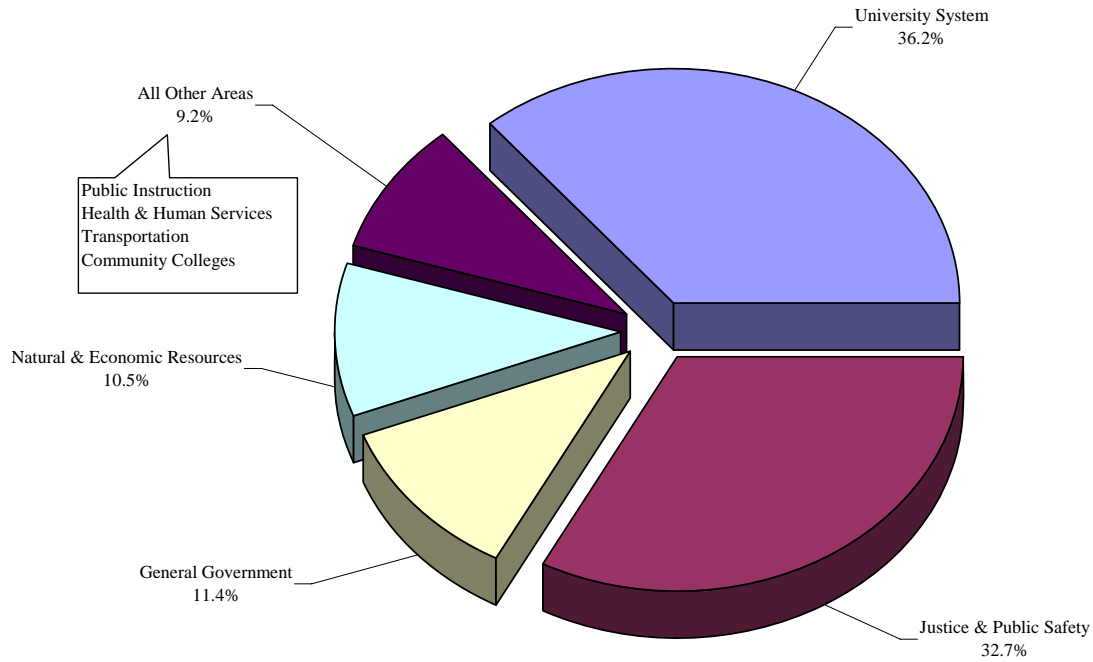


Table 4 – Summary of Fund Type Categories and Percent of Amount Spent FY 2002, 2003, 2005 **

Fund Type	FY 2002		FY 2003		FY 2005 **	
	Amount Spent	% of Amount Spent	Amount Spent	% of Amount Spent	Amount Spent	% of Amount Spent
1XXXX General Funds	\$ 31,678,846	59.4%	\$ 32,695,330	65.9%	\$ 32,418,889	52.5%
0XXXX Institutional Funds	\$ 16,163,691	30.3%	\$ 11,205,942	22.6%	\$ 16,288,767	26.4%
2XXXX Special Funds	\$ 3,282,669	6.2%	\$ 3,069,266	6.2%	\$ 8,487,711	13.8%
3XXXX Federal Funds	none		none		\$ 144,800	0.2%
4XXXX Capital Project Funds	\$ 341,490	0.6%	\$ 268,209	0.5%	\$ 82,808	0.1%
5XXXX Enterprise Funds	\$ 1,290,961	2.4%	\$ 1,273,029	2.6%	\$ 1,573,118	2.5%
6XXXX Trust and Agency Funds	\$ 31,692	0.1%	\$ 598,029	1.2%	\$ 2,359,894	3.8%
7XXXX Service Funds	\$ 293,190	0.5%	\$ 235,425	0.5%	\$ 109,568	0.2%
8XXXX Highway Funds	\$ 251,789	0.5%	\$ 236,318	0.5%	\$ 244,431	0.4%
TOTAL	\$ 53,334,327	100.0%	\$ 48,581,548	100.0%	\$ 61,709,987	100.0%

**NOTE: Data collected FY 2005 represents the amount spent greater than \$5,000.

Graph 3 - FY 2005 Expenditure Percentages by Fund Code Category

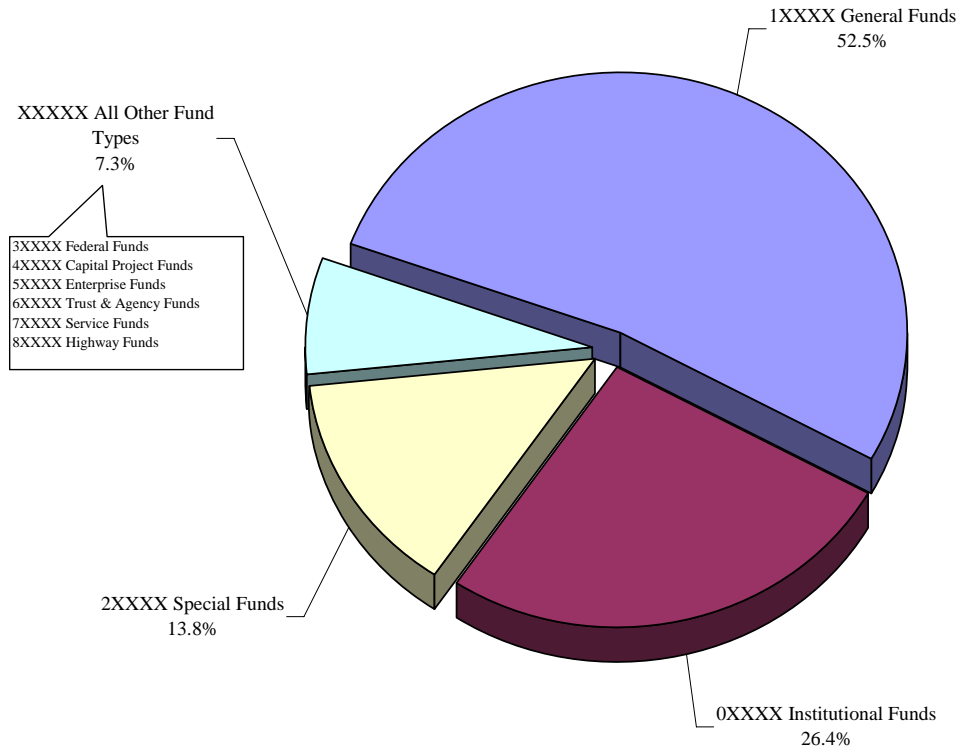


Table 5 – Summary of Amount Spent and Number of Contracts by Dollar Range

Dollar Range	Dollar Amount Spent **	% of Total Amount Spent	Number of Contracts	% of Total Contracts
\$5,000 - \$24,999	\$ 19,174,033	31.0%	1,696	73.3%
\$25,000 - \$99,999	\$ 22,014,832	35.7%	523	22.6%
\$100,000 – Over	\$ 20,521,122	33.3%	96	4.1%
Total	\$ 61,709,987	100.0%	2,315	100.0%

**NOTE: Data collected FY 2005 represents the amount spent and number of contracts greater than \$5,000.

Highlights for Fiscal Year 2005

- 24% increase in expenditures on contracts.
- Spending in the Information Technology Services contracts increased from \$1.8 Million in FY 2003 to \$9.5 Million in FY 2005.
- University System accounted for 45.5% of the contracts and for 36.1% of the money spent.
- General Fund spending accounts for 52.5% of the dollars.
- Institutional Fund spending accounts for 26.4% of the dollars.
- Ninety (90) contractors were each paid more than \$100,000 during FY 2005 up from thirty-three (33) contractors exceeding that amount in FY 2003.

Effectiveness of Contracts

The utilization of Personal Services Contracts, if not abused, enables the state agencies to acquire professional services for a short term duration without incurring the costs to establish state positions as well as also providing them a vehicle to obtain professional services that are extremely difficult to recruit. Without the utilization of Personal Services Contracts, the Department of Correction, for example, would find it extremely difficult to provide required medical and health services to inmates.

Appendix - Charts

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Personal Services Contracts for Fiscal Years 2002, 2003, and 2005

	State Agency	Legislative Appropriations Committee	For Fiscal Year 2002				For Fiscal Year 2003				For Fiscal Year 2005			
			No. of Contract Payments (No limits)	TOTAL Amount Spent During FY 2002	% of Total Amount Spent	Avg. \$\$ Contract payment	No. of Contract Payments (No limits)	TOTAL Amount Spent During FY 2003	% Total Amount Spent	Avg. \$\$ Contract payment	No. of Contract Payments >\$5000	TOTAL Amount Spent During FY 2005	% Total Amount Spent >\$5000	Avg. \$\$ Contract payment >\$5000
1	Dept. of Community Colleges	Education	23	\$ 97,662	.18%	\$ 4,246	15	\$ 99,776	.20%	\$ 6,652	9	\$ 135,825	.22%	\$ 15,092
1	Dept. of Public Instruction	Education	1,628	\$ 2,214,422	4.15%	\$ 1,360	882	\$ 1,806,394	3.64%	\$ 2,048	135	\$ 3,383,512	5.48%	\$ 25,063
	University System													
1	UNC General Administration	Education	386	\$ 1,107,581	2.08%	\$ 2,869	339	\$ 1,226,650	2.47%	\$ 3,618	39	\$ 585,817	.95%	\$ 15,021
2	Appalachian State Univ.	Education	295	\$ 462,715	.87%	\$ 1,569	315	\$ 502,533	1.01%	\$ 1,595	25	\$ 291,593	.47%	\$ 11,664
3	East Carolina Univ.	Education	3,000	\$ 2,253,800	4.23%	\$ 751	2,267	\$ 1,893,324	3.82%	\$ 835	33	\$ 943,207	1.53%	\$ 28,582
4	Elizabeth City State	Education	369	\$ 171,458	.32%	\$ 465	292	\$ 204,701	.41%	\$ 701	13	\$ 228,094	.37%	\$ 17,546
5	Fayetteville State	Education	90	\$ 101,203	.19%	\$ 1,124	47	\$ 61,062	.12%	\$ 1,299	46	\$ 550,793	.89%	\$ 11,974
6	NC A&T State Univ.	Education	195	\$ 356,893	.67%	\$ 1,830	286	\$ 392,308	.79%	\$ 1,372	22	\$ 224,782	.36%	\$ 10,217
7	NC Central Univ.	Education	132	\$ 445,719	.84%	\$ 3,377	58	\$ 217,009	.44%	\$ 3,742	32	\$ 276,388	.45%	\$ 8,637
8	NC School of Arts	Education	195	\$ 245,865	.46%	\$ 1,261	287	\$ 298,134	.60%	\$ 1,039	9	\$ 85,242	.14%	\$ 9,471
9	NC State Univ.	Education	630	\$ 2,933,119	5.50%	\$ 4,656	1,927	\$ 2,134,743	4.31%	\$ 1,108	58	\$ 972,900	1.58%	\$ 16,774
10	UNC Hospitals	Education	59	\$ 896,278	1.68%	\$ 15,191	67	\$ 865,711	1.75%	\$ 12,921	17	\$ 633,263	1.03%	\$ 37,251
11	UNC-Asheville	Education	213	\$ 143,423	.27%	\$ 673	317	\$ 179,310	.36%	\$ 566	13	\$ 210,783	.34%	\$ 16,214
12	UNC-Chapel Hill	Education	7,451	\$ 10,011,552	18.77%	\$ 1,344	5,821	\$ 8,520,237	17.18%	\$ 1,464	489	\$ 13,390,952	21.70%	\$ 27,384
13	UNC-Charlotte	Education	2,286	\$ 1,178,320	2.21%	\$ 515	2,221	\$ 1,271,754	2.56%	\$ 573	89	\$ 1,776,862	2.88%	\$ 19,965
14	UNC-Greensboro	Education	2,391	\$ 1,905,111	3.57%	\$ 797	696	\$ 1,672,990	3.37%	\$ 2,404	83	\$ 1,090,509	1.77%	\$ 13,139
15	UNC-Pembroke	Education	42	\$ 111,548	.21%	\$ 2,656	560	\$ 787,892	1.59%	\$ 1,407	2	\$ 14,000	.02%	\$ 7,000
16	UNC-Wilmington	Education	689	\$ 597,811	1.12%	\$ 868	27	\$ 71,603	.14%	\$ 2,652	36	\$ 344,090	.56%	\$ 9,558
17	Western Carolina	Education	747	\$ 396,452	.74%	\$ 531	561	\$ 329,530	.66%	\$ 587	6	\$ 103,340	.17%	\$ 17,223
18	Winston Salem State	Education	335	\$ 1,323,918	2.48%	\$ 3,952	187	\$ 335,550	.68%	\$ 1,794	29	\$ 456,771	.74%	\$ 15,751
19	School of Science & Math	Education	126	\$ 235,497	.44%	\$ 1,869	144	\$ 204,752	.41%	\$ 1,422	12	\$ 167,978	.27%	\$ 13,998
	Total University System		19,631	\$ 24,878,262	46.65%	\$ 1,267	16,419	\$ 21,169,791	42.70%	\$ 1,289	1,053	\$ 22,347,363	36.21%	\$ 21,223
	General Government													
1	Board of Electrolysis Examiners	General Government	0	\$ -	0.00%	\$ -	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -
2	Dept. of Administration	General Government	96	\$ 285,525	.54%	\$ 2,974	87	\$ 187,116	.38%	\$ 2,151	22	\$ 337,851	.55%	\$ 15,357
3	Dept. of Cultural Resources	General Government	94	\$ 86,229	.16%	\$ 917	101	\$ 242,926	.49%	\$ 2,405	9	\$ 386,888	.63%	\$ 42,988
4	Dept. of Insurance	General Government	162	\$ 957,539	1.80%	\$ 5,911	165	\$ 1,477,980	2.98%	\$ 8,957	44	\$ 642,781	1.04%	\$ 14,948
5	Dept. of Revenue	General Government	13	\$ 81,861	.15%	\$ 6,297	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -
6	Dept. of Secretary of State	General Government	2	\$ 970	.00%	\$ 485	1	\$ 1,044	.00%	\$ 1,044	3	\$ 41,935	.07%	\$ 13,978
7	Dept. of State Auditor	General Government	6	\$ 129,199	.24%	\$ 21,533	1	\$ 23,320	.05%	\$ 23,320	2	\$ 41,645	.07%	\$ 20,883
8	Dept. of State Treasurer	General Government	12	\$ 318,823	.60%	\$ 26,569	32	\$ 146,712	.21%	\$ 14,593	13	\$ 474,586	.77%	\$ 36,507
9	General Assembly	General Government	5	\$ 69,073	.13%	\$ 13,815	7	\$ 102,148	.21%	\$ 14,593	7	\$ 120,826	.20%	\$ 17,261
10	NC Auctioneer Licensing Board	General Government	3	\$ 2,481	.00%	\$ 827	5	\$ 18,856	.04%	\$ 3,771	0	\$ -	.00%	\$ -
11	NC Battleship Commission	General Government	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -
12	NC BioTech Center	General Government	13	\$ 80,968	.15%	\$ 6,228	14	\$ 88,188	.18%	\$ 6,299	0	\$ -	.00%	\$ -
13	NC Board of Opticians	General Government	3	\$ 8,695	.02%	\$ 2,898	3	\$ 17,834	.04%	\$ 5,945	1	\$ 12,000	.02%	\$ 12,000
14	NC Housing Finance	General Government	11	\$ 41,682	.08%	\$ 3,789	17	\$ 138,921	.64%	\$ 18,760	15	\$ 3,939,750	6.38%	\$ 262,650
15	NC Psychology Board	General Government	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -
16	Office of Admin. Hearings	General Government	11	\$ 69,221	.13%	\$ 6,293	12	\$ 53,805	.11%	\$ 4,484	3	\$ 21,958	.04%	\$ 7,319
17	Office of Info. Technology Svcs.	General Government	13	\$ 169,713	.32%	\$ 13,055	8	\$ 70,759	.14%	\$ 8,845	1	\$ 17,034	.03%	\$ 17,034
18	Office of Lt. Governor	General Government	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -	1	\$ 7,818	.01%	\$ 7,818
19	Office of State Controller	General Government	1	\$ 180,185	.34%	\$ 180,185	1	\$ 127,616	.26%	\$ 127,616	2	\$ 195,382	.32%	\$ 97,691
20	Office of State Personnel	General Government	22	\$ 130,832	.25%	\$ 5,947	21	\$ 78,799	.16%	\$ 3,752	7	\$ 91,391	.15%	\$ 13,056
21	Office of the Governor	General Government	3	\$ 99,558	.19%	\$ 33,186	5	\$ 138,730	.28%	\$ 27,746	6	\$ 133,085	.22%	\$ 22,181
22	State Bd. of Examiners/Nurs. Homes	General Government	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -
23	State Board of Barber Examiners	General Government	1	\$ 3,500	.01%	\$ 3,500	1	\$ 3,500	.01%	\$ 3,500	0	\$ -	.00%	\$ -
24	State Board of Cosmetic Art Examiners	General Government	47	\$ 131,797	.25%	\$ 2,804	40	\$ 136,036	.27%	\$ 3,401	1	\$ 31,913	.05%	\$ 31,913
25	State Health Benefit Office	General Government	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -	4	\$ 557,601	.90%	\$ 139,400
	Total General Government		518	\$ 2,847,850	5.34%	\$ 5,498	521	\$ 3,234,290	6.52%	\$ 6,208	141	\$ 7,054,443	11.43%	\$ 50,032

Personal Services Contracts for Fiscal Years 2002, 2003, and 2005

	State Agency	Legislative Appropriations Committee	For Fiscal Year 2002				For Fiscal Year 2003				For Fiscal Year 2005			
			No. of Contract Payments (No limits)	TOTAL Amount Spent During FY 2002	% of Total Amount Spent	Avg. \$\$ Contract payment	No. of Contract Payments (No limits)	TOTAL Amount Spent During FY 2003	% Total Amount Spent	Avg. \$\$ Contract payment	No. of Contract Payments >\$5000	TOTAL Amount Spent During FY 2005	% Total Amount Spent >\$5000	Avg. \$\$ Contract payment >\$5000
1	Dept. of Agriculture	NER	376	\$ 319,483	.60%	\$ 850	362	\$ 420,931	.85%	\$ 1,163	63	\$ 2,441,892	3.96%	\$ 38,760
2	Dept. of Commerce	NER	26	\$ 1,763,639	3.31%	\$ 67,832	20	\$ 1,510,474	3.05%	\$ 75,524	20	\$ 1,895,282	3.07%	\$ 94,764
3	Dept. of Envir. & Natural Resources	NER	157	\$ 597,549	1.12%	\$ 3,806	58	\$ 362,780	.73%	\$ 6,255	19	\$ 268,874	.44%	\$ 14,151
4	NC Wildlife Resources Comm.	NER	5	\$ 100,874	.19%	\$ 20,175	10	\$ 124,934	.25%	\$ 12,493	20	\$ 1,828,703	2.96%	\$ 91,435
5	Dept. of Labor	NER	2	\$ 16,240	.03%	\$ 8,120	3	\$ 15,792	.03%	\$ 5,264	2	\$ 32,000	.05%	\$ 16,000
6	Empl. Security Commission	NER	2	\$ 40,940	.08%	\$ 20,470	2	\$ 32,867	.07%	\$ 16,434	0	\$ -	.00%	\$ -
7	NC State Ports Authority	NER	12	\$ 75,200	.14%	\$ 6,267	8	\$ 75,113	.15%	\$ 9,389	0	\$ -	.00%	\$ -
	Total Nat. & Econ. Resources		580	\$ 2,913,926	5.46%	\$ 5,024	463	\$ 2,542,891	5.13%	\$ 5,492	124	\$ 6,466,751	10.48%	\$ 52,151
	Transportation													
1	Dept. of Transportation	Transportation	10	\$ 91,475	.17%	\$ 9,148	10	\$ 182,901	.37%	\$ 18,290	6	\$ 215,206	.35%	\$ 35,868
2	Global Transpark Authority	Transportation	5	\$ 160,313	.30%	\$ 32,063	5	\$ 51,067	0.10%	\$ 10,213	1	\$ 29,226	.05%	\$ 29,226
	Total Transportation		15	\$ 251,789	.47%	\$ 16,786	15	\$ 233,968	.47%	\$ 15,598	7	\$ 244,432	.40%	\$ 34,919
	Dept. of Health and Human Serv.													
1	Central Administration	Health & Human Svcs.	11	\$ 324,652	.61%	\$ 29,514	8	\$ 176,796	.36%	\$ 22,100	8	\$ 114,899	.19%	\$ 14,362
2	Div. of Aging	Health & Human Svcs.	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -
3	Div. of Child Development	Health & Human Svcs.	24	\$ 5,545	.01%	\$ 231	16	\$ 4,848	.01%	\$ 303	6	\$ 273,077	.44%	\$ 45,513
4	Div. of Facility Services	Health & Human Svcs.	10	\$ 14,664	.03%	\$ 1,466	1	\$ 1,388	.00%	\$ 1,388	1	\$ 55,830	.09%	\$ 55,830
5	Div. of Medical Assistance	Health & Human Svcs.	12	\$ 13,768	.03%	\$ 1,147	13	\$ 34,308	.07%	\$ 2,639	5	\$ 86,730	.14%	\$ 17,346
6	Div. of Mental Health	Health & Human Svcs.	147	\$ 872,977	1.64%	\$ 5,939	152	\$ 1,075,533	2.17%	\$ 7,076	39	\$ 1,071,408	1.74%	\$ 27,472
7	Div. of Public Health	Health & Human Svcs.	26	\$ 250,858	.47%	\$ 9,648	16	\$ 228,669	.46%	\$ 14,292	0	\$ -	.00%	\$ -
8	Div. of Services for the Blind	Health & Human Svcs.	16	\$ 29,964	.06%	\$ 1,873	16	\$ 34,136	.07%	\$ 2,134	2	\$ 13,996	.02%	\$ 6,998
9	Div. of Social Services	Health & Human Svcs.	6	\$ 9,497	.02%	\$ 1,583	4	\$ 29,647	.06%	\$ 7,412	4	\$ 113,108	.18%	\$ 28,277
10	Div. of Vocational Rehabilitation	Health & Human Svcs.	45	\$ 216,930	.41%	\$ 4,821	62	\$ 256,994	.52%	\$ 4,145	11	\$ 98,745	.16%	\$ 8,977
11	Health Choice	Health & Human Svcs.	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -	0	\$ -	.00%	\$ -
12	Office of Education Services	Health & Human Svcs.	11	\$ 47,196	.09%	\$ 4,291	10	\$ 71,329	.14%	\$ 7,133	4	\$ 55,966	.09%	\$ 13,991
	Total Dept. of Health & Human Svcs.		308	\$ 1,786,051	3.35%	\$ 5,799	298	\$ 1,913,649	3.86%	\$ 6,422	80	\$ 1,883,759	3.05%	\$ 23,547
	Justice and Public Safety													
1	Admin. Office of Courts - Indigent Defense Services	Justice & Public Safety	0	\$ -	.00%	\$ -	4	\$ 32,708	.07%	\$ 8,177	13	\$ 643,715	1.04%	\$ 49,517
2	Admin. Office of Courts	Justice & Public Safety	123	\$ 1,416,914	2.66%	\$ 11,520	116	\$ 1,420,697	2.87%	\$ 12,247	23	\$ 1,612,908	2.61%	\$ 70,126
3	Dept. of Correction	Justice & Public Safety	914	\$ 13,365,570	25.06%	\$ 14,623	706	\$ 12,828,384	25.87%	\$ 18,171	527	\$ 13,809,770	22.38%	\$ 26,205
4	Dept. of Justice	Justice & Public Safety	9	\$ 276,483	.52%	\$ 30,720	13	\$ 860,335	1.74%	\$ 66,180	27	\$ 721,627	1.17%	\$ 26,727
5	Dept. of Crime Ctrl. & Pub. Safety	Justice & Public Safety	318	\$ 2,088,865	3.92%	\$ 6,569	260	\$ 2,645,215	5.34%	\$ 10,174	117	\$ 2,327,401	3.77%	\$ 19,892
6	Dept. of Juvenile Justice & Delinquent Program	Justice & Public Safety	104	\$ 1,196,532	2.24%	\$ 11,505	61	\$ 793,452	1.60%	\$ 13,007	59	\$ 1,078,482	1.75%	\$ 18,279
	Total Justice & Public Safety		1,468	\$ 18,344,365	34.40%	\$ 12,496	1,160	\$ 18,580,790	37.48%	\$ 16,018	766	\$ 20,193,904	32.72%	\$ 26,363
73	TOTAL ALL AGENCIES		24,171	\$ 53,334,327	100.00%	\$ 2,207	19,773	\$ 49,581,548	100.00%	\$ 2,508	2,315	\$ 61,709,987	100.00%	\$ 26,657

Contract Type of Personal Services Contracts for FY 2005, Sorted by Amount Spent

Contract Type	No. of Contracts	% of Contracts Issued	Amount Spent	% of Amount Spent	Avg. Cost per Contract	Contracts \$5,000-\$24,999		Contracts \$25,000-\$99,999		Contracts \$100,000 and Over	
						No. of Contracts	Amount Spent	No. of Contracts	Amount Spent	No. of Contracts	Amount Spent
Health & Medical Services	447	19.3%	\$ 12,360,840	20.0%	\$ 27,653	263	\$ 3,502,812	172	\$ 7,241,659	12	\$ 1,616,368
Information Technology Services	224	9.7%	\$ 9,487,043	15.4%	\$ 42,353	120	\$ 1,482,687	71	\$ 3,335,858	33	\$ 4,668,499
Business & Financial Services	188	8.1%	\$ 9,329,306	15.1%	\$ 49,624	140	\$ 1,778,502	33	\$ 1,374,052	15	\$ 6,176,751
Educational Services	609	26.3%	\$ 8,317,072	13.5%	\$ 13,657	527	\$ 5,125,578	80	\$ 2,884,918	2	\$ 306,575
Other	337	14.6%	\$ 5,585,870	9.1%	\$ 16,575	280	\$ 3,007,119	53	\$ 2,090,849	4	\$ 487,902
Legal & Law Enforcement Services	113	4.9%	\$ 4,717,574	7.6%	\$ 41,748	58	\$ 680,161	42	\$ 2,215,457	13	\$ 1,821,956
Scientific Services	46	2.0%	\$ 4,225,060	6.8%	\$ 91,849	26	\$ 314,966	9	\$ 362,039	11	\$ 3,548,056
Engineering Professional Services	48	2.1%	\$ 2,093,272	3.4%	\$ 43,610	37	\$ 430,892	8	\$ 373,602	3	\$ 1,288,779
Management Services	76	3.3%	\$ 1,728,801	2.8%	\$ 22,747	60	\$ 826,557	15	\$ 552,382	1	\$ 349,862
Communications & Media Services	99	4.3%	\$ 1,364,718	2.2%	\$ 13,785	89	\$ 868,037	10	\$ 496,681	-	\$ -
Human Services	73	3.2%	\$ 1,286,257	2.1%	\$ 17,620	54	\$ 634,424	19	\$ 651,833	-	\$ -
Architectural Services (professional & non)	15	0.6%	\$ 436,133	0.7%	\$ 29,076	11	\$ 113,643	2	\$ 66,118	2	\$ 256,373
Interpretation Services	17	0.7%	\$ 417,179	0.7%	\$ 24,540	11	\$ 154,785	6	\$ 262,394	-	\$ -
Transportation Services	23	1.0%	\$ 360,861	0.6%	\$ 15,690	19	\$ 225,813	4	\$ 135,047	-	\$ -
Grand Total	2,315	100.0%	\$ 61,709,987	100.0%	\$ 26,657	1,695	\$ 16,045,630	524	\$ 22,042,889	96	\$ 20,521,121

Fund Type Category for FY 2005, Sorted by Amount Spent

Fund Type Category	No. of Contracts	% of Contracts Paid	Amount Spent	% of Amount Spent	Contracts \$5,000-\$24,999		Contracts \$25,000-\$99,999		Contracts \$100,000 and Over	
					No. of Contracts	Amount Spent	No. of Contracts	Amount Spent	No. of Contracts	Amount Spent
1XXXX General Funds	1,284	55.5%	\$ 32,418,889	52.5%	901	\$ 11,028,061	344	\$ 14,210,788	39	\$ 7,180,039
0XXXX Institutional Funds	624	27.0%	\$ 16,288,767	26.4%	491	\$ 4,834,353	100	\$ 4,570,776	33	\$ 6,883,638
2XXXX Special Funds	160	6.9%	\$ 8,487,711	13.8%	97	\$ 1,146,382	45	\$ 1,913,645	18	\$ 5,427,685
3XXXX Federal Funds	12	0.5%	\$ 144,800	0.2%	12	\$ 144,800	-	\$ -	-	\$ -
4XXXX Capital Project Funds	5	0.2%	\$ 82,808	0.1%	4	\$ 54,751	1	\$ 28,057	-	\$ -
5XXXX Enterprise Funds	64	2.8%	\$ 1,573,118	2.5%	45	\$ 500,998	15	\$ 580,256	4	\$ 491,864
6XXXX Trust and Agency Funds	150	6.5%	\$ 2,359,894	3.8%	134	\$ 1,303,729	14	\$ 518,269	2	\$ 537,896
7XXXX Service Funds	9	0.4%	\$ 109,568	0.2%	9	\$ 109,568	-	\$ -	-	\$ -
8XXXX Highway Funds	7	0.3%	\$ 244,431	0.4%	2	\$ 23,333	5	\$ 221,098	-	\$ -
TOTAL	2,315	100.0%	\$ 61,709,987	100.0%	1,695	\$ 19,145,976	524	\$ 22,042,889	96	\$ 20,521,122

Agency Name, Contract Type, Sorted by Amount Spent for Fiscal Year 2005

Legislative Approp. Committee	Agency Name	Architect. Services (profess. & non)	Business & Financial Services	Com. & Media Services	Educational Services	Engin. Prof. Services	Health & Medical Services	Human Services	Inform. Tech Services	Interpret. Services	Legal & Law Enforce. Services	Mgmt. Services	Other	Scientific Services	Transport. Services	Total
Education	Dept. of Community Colleges				\$ 84,240							\$ 21,585	\$ 30,000			\$ 135,825
Education	NC DPI		\$ 58,125	\$ 9,863	\$ 1,577,711			\$ 82,674	\$ 1,599,822	\$ 36,097			\$ 19,220			\$ 3,383,512
Education	UNC General Admin		\$ 62,271	\$ 157,580	\$ 290,965				\$ 75,000							\$ 585,817
Education	UNC-Appalachian				\$ 190,495		\$ 9,056			\$ 23,323			\$ 68,719			\$ 291,593
Education	ECU-Grants			\$ 20,080	\$ 10,530		\$ 96,269			\$ 7,385						\$ 134,264
Education	ECU-Main			\$ 76,621	\$ 33,830	\$ 47,607	\$ 11,500	\$ 20,654			\$ 45,038	\$ 45,630		\$ 53,000		\$ 333,880
Education	ECU-School of Medicine			\$ 40,375			\$ 434,688									\$ 475,063
Education	ECSU	\$ 36,167	\$ 23,575		\$ 123,352				\$ 25,000	\$ 20,000						\$ 228,094
Education	Fayetteville State University		\$ 223,850	\$ 53,550	\$ 93,332					\$ 10,710			\$ 169,351			\$ 550,793
Education	NC A&T STATE UNIV.	\$ 7,861	\$ 12,868		\$ 99,082	\$ 20,696	\$ 50,129	\$ 20,625	\$ 13,520							\$ 224,782
Education	NC Central University		\$ 98,393	\$ 5,500	\$ 132,000			\$ 6,000				\$ 10,000	\$ 14,495		\$ 10,000	\$ 276,388
Education	NCSA		\$ 21,142	\$ 10,000	\$ 54,100											\$ 85,242
Education	NCSU	\$ 21,650	\$ 18,000	\$ 47,125	\$ 455,091	\$ 214,012	\$ 28,071		\$ 92,922	\$ 18,085			\$ 52,646	\$ 25,300		\$ 972,900
Education	UNC HOSPITALS	\$ 38,453	\$ 420,916		\$ 6,300	\$ 15,233							\$ 152,362			\$ 633,263
Education	UNC-Asheville	\$ 19,390			\$ 86,057								\$ 88,337		\$ 17,000	\$ 210,783
Education	UNC-Chapel Hill		\$ 825,749	\$ 283,491	\$ 1,349,341	\$ 39,964	\$ 486,562	\$ 17,803	\$ 1,973,088	\$ 20,252	\$ 2,662,004	\$ 462,458	\$ 1,125,064	\$ 4,066,061	\$ 79,115	\$ 13,390,952
Education	UNC-Charlotte	\$ 184,068	\$ 135,173	\$ 19,544	\$ 372,424	\$ 12,000	\$ 373,755		\$ 6,000		\$ 184,533	\$ 7,000	\$ 450,925		\$ 31,440	\$ 1,776,862
Education	UNC-Greensboro	\$ 11,385		\$ 41,700	\$ 722,957				\$ 85,313	\$ 52,864			\$ 128,459	\$ 47,831		\$ 1,090,509
Education	UNC Pembroke				\$ 14,000											\$ 14,000
Education	UNCW			\$ 13,205	\$ 163,490		\$ 71,160						\$ 88,520	\$ 7,715		\$ 344,090
Education	Western Carolina University		\$ 52,340		\$ 51,000											\$ 103,340
Education	WSSU		\$ 12,650	\$ 213,036	\$ 92,694		\$ 21,325						\$ 117,066			\$ 456,771
Education	School of Science and Math		\$ 7,000		\$ 139,482						\$ 6,744		\$ 14,753			\$ 167,978
Education Total		\$ 318,973	\$ 1,913,927	\$ 981,807	\$ 4,480,523	\$ 349,511	\$ 1,582,515	\$ 65,082	\$ 2,270,843	\$ 152,618	\$ 2,898,318	\$ 525,088	\$ 2,470,696	\$ 4,199,907	\$ 137,555	\$ 22,347,363
Gen Gov	Dept. of Administration			\$ 110,390	\$ 91,391		\$ 13,460				\$ 48,685		\$ 64,000			\$ 327,926
Gen Gov	Dept. of Administration-State Board of Elections										\$ 9,925					\$ 9,925
Gen Gov	Dept. of Cultural Resources		\$ 6,000	\$ 10,500	\$ 203,514				\$ 34,875				\$ 118,999	\$ 13,000		\$ 386,888
Gen Gov	DOI		\$ 121,667				\$ 40,860		\$ 125,048				\$ 355,206			\$ 642,781
Gen Gov	DOR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gen Gov	Secretary of State			\$ 10,400								\$ 13,885	\$ 17,650			\$ 41,935
Gen Gov	Office of State Auditor		\$ 41,645													\$ 41,645
Gen Gov	Dept of State Treasurer		\$ 358,491	\$ 49,642	\$ 66,453											\$ 474,586
Gen Gov	General Assembly												\$ 120,826			\$ 120,826
Gen Gov	NC Auctioneer Licensing Board	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gen Gov	NC Battleship Commission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gen Gov	NC State Board of Opticians										\$ 12,000					\$ 12,000
Gen Gov	NC HOUSING FINANCE AGENCY		\$ 3,314,773						\$ 624,977							\$ 3,939,750
Gen Gov	Office of Administrative Hearings												\$ 21,958			\$ 21,958
Gen Gov	ITS												\$ 17,034			\$ 17,034
Gen Gov	Lt. Governor's Office												\$ 7,818			\$ 7,818
Gen Gov	Office of the State Controller								\$ 139,978				\$ 55,404			\$ 195,382
Gen Gov	Office of State Personnel				\$ 91,391											\$ 91,391
Gen Gov	Governor's Office									\$ 47,363	\$ 85,722					\$ 133,085
Gen Gov	NC Bd of Cosmetic Art Examiner								\$ 31,913							\$ 31,913
Gen Gov	State Health Plan		\$ 557,601													\$ 557,601
Gen Gov Total		\$ -	\$ 4,400,177	\$ 180,932	\$ 452,748	\$ -	\$ 54,320	\$ 4,400,177	\$ 956,791	\$ -	\$ 117,973	\$ 99,607	\$ 778,895	\$ 13,000	\$ -	\$ 7,054,443

Chart 4
Continued

Agency Name, Contract Type, Sorted by Amount Spent for Fiscal Year 2005

Legislative Approp. Committee	Agency Name	Architect. Services (profess. & non)	Business & Financial Services	Com. & Media Services	Educational Services	Engin. Prof. Services	Health & Medical Services	Human Services	Inform. Tech Services	Interpret. Services	Legal & Law Enforce. Services	Mgmt. Services	Other	Scientific Services	Transport. Services	Total
NER	DENR		\$ 35,200	\$ 79,046	\$ 39,258		\$ 11,000					\$ 24,898	\$ 79,472			\$ 268,874
NER	Dept. of Commerce		\$ 1,795,157	\$ 48,825	\$ 33,000								\$ 18,300			\$ 1,895,282
NER	Dept. of Agriculture		\$ 85,100	\$ 6,625		\$ 1,320,879	\$ 16,240	\$ 56,892	\$ 61,453		\$ 18,254	\$ 85,315	\$ 746,835	\$ 12,153	\$ 32,146	\$ 2,441,892
NER	NC Wildlife Res. Commission			\$ 38,400					\$ 1,719,583		\$ 7,920		\$ 62,800			\$ 1,828,703
NER	Labor		\$ 24,000		\$ 8,000											\$ 32,000
NER Total		\$ -	\$ 1,939,457	\$ 172,896	\$ 80,258	\$ 1,320,879	\$ 27,240	\$ 56,892	\$ 1,781,036	\$ -	\$ 26,174	\$ 110,213	\$ 907,407	\$ 12,153	\$ 32,146	\$ 6,466,751
Transportation	NC GTP										\$ 29,226					\$ 29,226
	NCDOT		\$ 208,372									\$ 6,833				\$ 215,206
Transportation Total		\$ -	\$ 208,372	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,226	\$ 6,833	\$ -	\$ -	\$ -	\$ 244,432
DHHS	DHHS-Child Dev												\$ 273,077			\$ 273,077
DHHS	DHHS-CMS		\$ 90,216		\$ 24,683											\$ 114,899
DHHS	DHHS-Div. of Facility Services		\$ 55,830													\$ 55,830
DHHS	DHHS-Div. of Medical Assistance		\$ 45,292				\$ 41,438									\$ 86,730
DHHS	DHHS-Div. of Mental Health		\$ 68,853		\$ 24,150		\$ 714,054	\$ 34,472		\$ 217,999			\$ 11,880			\$ 1,071,408
DHHS	DHHS-Div. of Social Services				\$ 113,108											\$ 113,108
DHHS	DHHS-DSBD						\$ 8,800						\$ 5,196			\$ 13,996
DHHS	DHHS-DVR							\$ 91,745			\$ 7,000					\$ 98,745
DHHS	DHHS-OES				\$ 49,066										\$ 6,900	\$ 55,966
DHHS Total		\$ -	\$ 260,192	\$ -	\$ 211,007	\$ -	\$ 764,292	\$ 126,217	\$ -	\$ 217,999	\$ 7,000	\$ -	\$ 290,153	\$ -	\$ 6,900	\$ 1,883,759
JPS	Indigent Defense Services										\$ 643,715					\$ 643,715
JPS	NC Judicial Branch of Government								\$ 1,234,792		\$ 378,116					\$ 1,612,908
JPS	DOC	\$ 110,160	\$ 324,044	\$ 6,056	\$ 244,530	\$ 392,932	\$ 9,158,898	\$ 690,073	\$ 1,564,927		\$ 78,663	\$ 500,044	\$ 573,979		\$ 165,464	\$ 13,809,770
JPS	NC DEPT OF JUSTICE		\$ 51,322		\$ 85,263				\$ 46,655		\$ 538,388					\$ 721,627
JPS	CCPS-Accts Payable	\$ 7,000		\$ 6,000	\$ 66,440	\$ 29,950										\$ 109,390
JPS	CCPS-Payroll		\$ 73,962	\$ 7,165	\$ 964,796		\$ 102,688	\$ 180,392	\$ 32,179			\$ 455,058	\$ 401,771			\$ 2,218,011
JPS	DJJD		\$ 99,728		\$ 69,558		\$ 670,887	\$ 84,927		\$ 10,465		\$ 10,373	\$ 113,750		\$ 18,796	\$ 1,078,482
JPS Total		\$ 117,160	\$ 549,056	\$ 19,220	\$ 1,430,587	\$ 422,882	\$ 9,932,473	\$ 955,392	\$ 2,878,552	\$ 10,465	\$ 1,638,883	\$ 965,474	\$ 1,089,499	\$ -	\$ 184,260	\$ 20,193,904
Grand Total		\$ 436,133	\$ 9,329,306	\$ 1,364,718	\$ 8,317,072	\$ 2,093,272	\$ 12,360,840	\$ 1,286,257	\$ 9,487,043	\$ 417,179	\$ 4,717,574	\$ 1,728,801	\$ 5,585,870	\$ 4,225,060	\$ 360,861	\$ 61,709,987

Agency Name, Contract Type, Sorted by Number of Contract Payments >\$5000 for Fiscal Year 2005

Legislative Approp. Committee	Agency Name	Architect. Services (profess. & non)	Business & Financial Services	Com. & Media Services	Educational Services	Engin. Prof. Services	Health & Medical Services	Human Services	Inform. Tech Services	Interpret. Services	Legal & Law Enforce. Services	Mgmt. Services	Other	Scientific Services	Transport. Services	Total
Education	Dept. of Community Colleges				7							1	1			9
Education	NCDPI		5	1	87			4	35	1			2			135
Education	UNC General Admin		5	8	21				5							39
Education	UNC-Appalachian				16		1			1			7			25
Education	ECU-Grants	2	2		7				1	1						13
Education	ECU-Main			1	1		6			1						9
Education	ECU-School of Medicine			4	4	3	2	2			1	1		2		19
Education	ECSU			1			4									5
Education	Fayetteville State University		10	4	12					1			19			46
Education	NC A&T STATE UNIV.	1	2		11	1	2	3	2							22
Education	NC Central University		9	1	16			1				1	2		2	32
Education	NCSA		1	1	7											9
Education	NCSU	2	1	4	27	11	3		2	1			4	3		58
Education	UNC HOSPITALS	1	9		1	1							5			17
Education	UNC-Asheville	1			3								7		2	13
Education	UNC-Chapel Hill		42	33	134	5	27	2	57	2	49	7	91	36	4	489
Education	UNC-Charlotte	4	6	2	34	1	13		1		4	1	22		1	89
Education	UNC-Greensboro	2		2	59				8	3			7	2		83
Education	UNC Pembroke				2											2
Education	UNCW			2	17		10						6	1		36
Education	Western Carolina University		1		5											6
Education	WSSU		2	7	9		1						10			29
Education	School of Science and Math		1		9						1		1			12
Education Total		13	91	70	395	22	69	8	76	10	55	10	181	44	9	1,053
Gen Gov	Dept. of Administration			10	7		1				1		2			21
Gen Gov	Dept. of Administration-State Board of Elections										1					1
Gen Gov	Dept. of Cultural Resources		1	2	1				3				1	1		9
Gen Gov	DOI		4				8		15				17			44
Gen Gov	DOR															0
Gen Gov	Secretary of State			1								1	1			3
Gen Gov	Office of State Auditor		2													2
Gen Gov	Dept of State Treasurer		7	4	2											13
Gen Gov	General Assembly												7			7
Gen Gov	NC Auctioneer Licensing Board															0
Gen Gov	NC Battleship Commission															0
Gen Gov	NC State Board of Opticians										1					1
Gen Gov	NC HOUSING FINANCE AGENCY		3						12							15
Gen Gov	Office of Administrative Hearings												3			3
Gen Gov	ITS												1			1
Gen Gov	Lt. Governor's Office												1			1
Gen Gov	Office of the State Controller								1				1			2
Gen Gov	Office of State Personnel				7											7
Gen Gov	Governor's Office										2	4				6
Gen Gov	NC Bd of Cosmetic Art Examiner								1							1
Gen Gov	State Health Plan		4													4
Gen Gov Total		0	21	17	17	0	9	0	32	0	5	5	34	1	0	141

Agency Name, Contract Type, Sorted by Number of Contract Payments >\$5000 for Fiscal Year 2005

Legislative Approp. Committee	Agency Name	Architect. Services (profess. & non)	Business & Financial Services	Com. & Media Services	Educational Services	Engin. Prof. Services	Health & Medical Services	Human Services	Inform. Tech Services	Interpret. Services	Legal & Law Enforce. Services	Mgmt. Services	Other	Scientific Services	Transport. Services	Total
NER	DENR		1	3	6		1					1	7			19
NER	Dept. of Commerce		12	3	3								2			20
NER	Dept. of Agriculture		9	1		5	2	2	3		1	6	32	1	1	63
NER	NC Wildlife Res. Commission			1					16		1		2			20
NER	Labor		1		1											2
NER Total		0	23	8	10	5	3	2	19	0	2	7	43	1	1	124
Transportation	NC GTP										1					1
	NCDOT		5									1				6
Transportation Total		0	5	0	0	0	0	0	0	0	1	1	0	0	0	7
DHHS	DHHS-Child Dev												6			6
DHHS	DHHS-CMS		6		2											8
DHHS	DHHS-Div. of Facility Services		1													1
DHHS	DHHS-Div. of Medical Assistance		1				4									5
DHHS	DHHS-Div. of Mental Health		2		2		27	2		5			1			39
DHHS	DHHS-Div. of Social Services				4											4
DHHS	DHHS-DSBD						1						1			2
DHHS	DHHS-DVR							10			1					11
DHHS	DHHS-OES				3										1	4
DHHS Total		0	10	0	11	0	32	12	0	5	1	0	8	0	1	80
JPS	Indigent Defense Services										13					13
JPS	NC Judicial Branch of Govern.								10		13					23
JPS	DOC	1	22	1	13	18	306	32	48		6	35	34		11	527
JPS	NC Dept. of Justice		3		5				2		17					27
JPS	CCPS-Accts Payable	1		1	10	3										15
JPS	CCPS-Payroll		4	1	48		3	9	2			16	19			102
JPS	DJJDP		4		6		25	6		1		1	15		1	59
JPS Total		2	33	3	82	21	334	47	62	1	49	52	68	0	12	766
Grand Total		15	188	99	609	48	447	73	224	17	113	76	337	46	23	2,315

OPTIONS (& DEFINITIONS) FROM WHICH TO CHOOSE THE TYPE OF PERSONAL SERVICES CONTRACT:

A Personal Services Contract is defined as:

An agreement for services provided by a professional individual on a temporary or occasional basis (e.g. engineer, speechwriter, nurse, accountant). This may also included advisory consulting services. People retained under the "Personal Services Contracts" umbrella include both those which have withholding by the state and those for whom the agency prepares a Form 1099.

Type of Contract	Description
Architectural Services (professional & non)	includes building design, interiors, space use, site planning, utilities architecture, energy management, landscape, flood control, drafting, surveying, etc.
Business & Financial Services	accounting, auditing, cash management, financial advisory, investment consulting, collection services, as well as organizational and other general management consulting services
Communications & Media Services	includes motion picture/television/video/audio production, journalistic/professional writer services, speechwriting, graphic arts, advertising services, etc.
Educational Services	includes teaching and instruction services, workshop facilitation, workshop organization and management, course development, etc.
Engineering Professional Services	includes civil, geological, machine, electrical, structural, general, agricultural, foundation, energy management, and other engineering services
Information Technology Services	includes telecommunication consulting, EDI, applications and systems analysis, etc.
Interpretation Services	includes signing, interpreting, translation, etc.
Health & Medical Services	includes physician, nursing, dental, mental health, x-ray, laboratory, pharmacy, audio logy, hygiene, vaccination, waste disposal, etc.
Human Services	includes barber/beautician, funeral services, referral services, working with special populations, counseling, case management, community relations, etc.
Legal & Law Enforcement Services	includes attorneys, paralegal, other court-related services such as court stenography services, as well as security analysts, security personnel, other law enforcement or correctional system specialists
Management Services	includes parking management, records management, insurance/risk management, exhibition/market management, building management, waste management services
Scientific Services	includes laboratory services, sampling, leak detection, other specialty services
Transportation Services	self-explanatory
Other	self-explanatory