

Agency Summary And Certification



8/22/22

FY 2024 Request

Agency: Board of Tax Appeals

351

In accordance with 67-3502 Idaho Code, I certify the included budget properly states the receipts and expenditures of the departments (agency, office, or institution) for the fiscal years indicated.

Signature of Department Director:

Cindy Pollock

Date: 08/23/2022

			FY 2022 Total Appropriation	FY 2022 Total Expenditures	FY 2023 Original Appropriation	FY 2023 Estimated Expenditures	FY 2024 Total Request
Appropriation Unit							
Board of Tax Appeals			644,400	506,800	626,100	626,100	640,682
Total			644,400	506,800	626,100	626,100	640,682
By Fund Source							
G	10000	General	644,400	506,800	626,100	626,100	640,682
Total			644,400	506,800	626,100	626,100	640,682
By Account Category							
Personnel Cost			550,600	413,500	492,100	492,100	498,282
Operating Expense			48,800	42,300	87,700	87,700	89,300
Capital Outlay			45,000	51,000	46,300	46,300	53,100
Total			644,400	506,800	626,100	626,100	640,682
FTP Positions			5.00	5.00	4.00	4.00	4.00
Total			5.00	5.00	4.00	4.00	4.00

Division Description

Request for Fiscal Year: 2024

Agency: Board of Tax Appeals

351

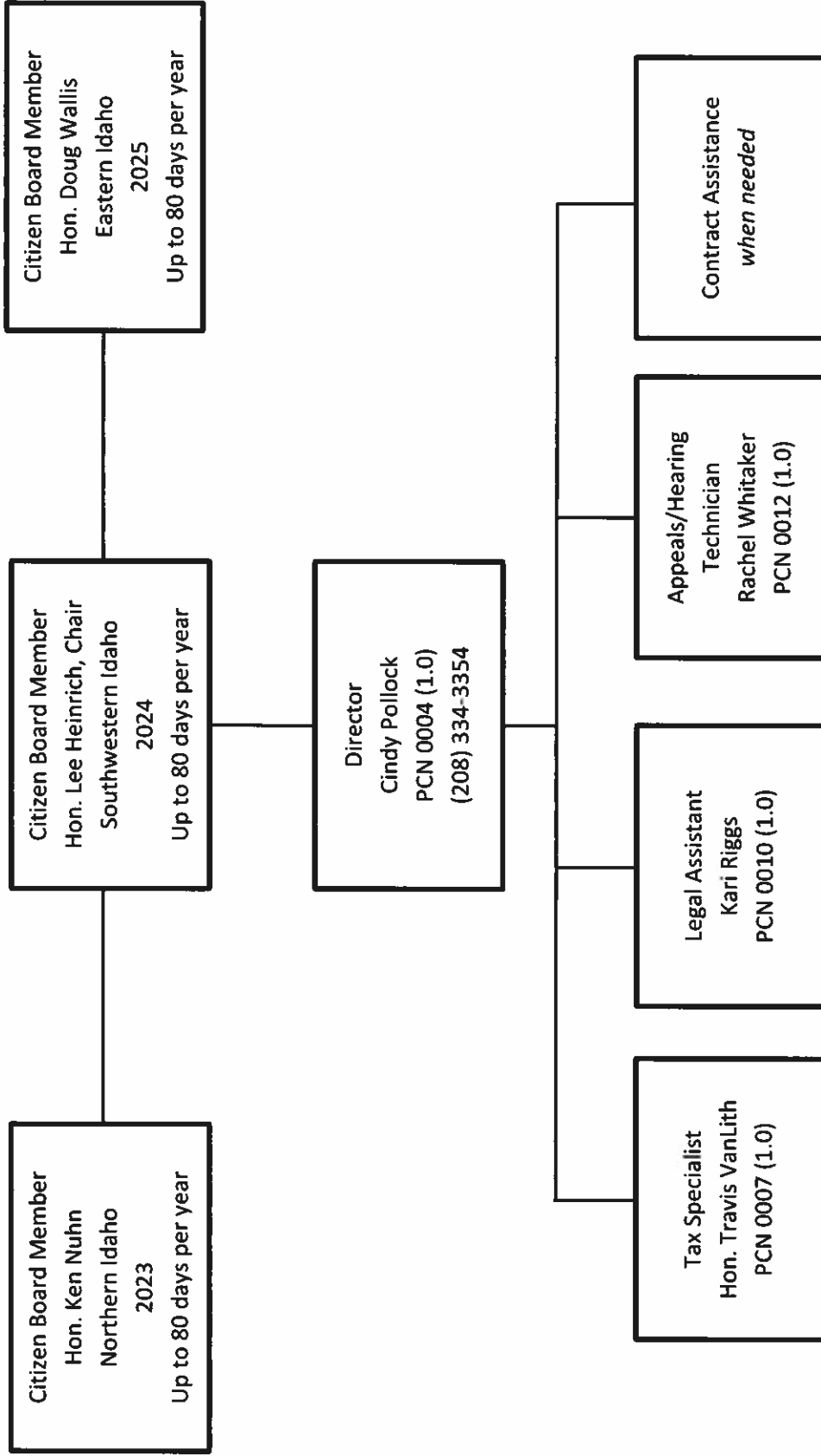
Division: Board of Tax Appeals

BT1

Statutory Authority: I.C. 63-3801

The fully independent State Board of Tax Appeals (BTA) was established in 1969 to provide taxpayers with a convenient and popular means of bringing appealed assessments before a neutral and impartial tax tribunal. Each year, hundreds of appeals are brought before the BTA either from property tax decisions made by county boards of equalizations, or from various tax-related decisions made by the State Tax Commission. BTA cases are heard and decided in an attentive, courteous, and fully neutral manner. The BTA provides parties with an accessible and fair hearing to present their evidence and argument. New evidence arguments are permitted at these hearings which are held across the state in locations convenient to the parties. The three-member citizen board ensures due process safeguards are followed in all proceedings and also bring wealth of tax-related expertise to decision-making duties. The Board's administrative proceedings are technically formal, but stand in contrast to most court proceedings which may take considerably longer to complete, often necessitate legal representation, and can add other expenses for the parties.

Board of Tax Appeals



AUGUST 2022 (total FTP 4.0)

Cindy Pollock, Director

Date

7/28/22

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total
Agency	Board of Tax Appeals						351
Division	Board of Tax Appeals						BT1
Appropriation Unit	Board of Tax Appeals						TAAE
FY 2022 Total Appropriation							
1.00	FY 2022 Total Appropriation						TAAE
	S1197						
	10000 General	5.00	550,600	48,800	45,000	0	644,400
		5.00	550,600	48,800	45,000	0	644,400
1.21	Account Transfers						TAAE
	Transfer from PC to CO to purchase office furniture						
	OT 10000 General	0.00	(3,000)	(3,500)	6,500	0	0
		0.00	(3,000)	(3,500)	6,500	0	0
1.61	Reverted Appropriation Balances						TAAE
	10000 General	0.00	(134,100)	(3,000)	(500)	0	(137,600)
		0.00	(134,100)	(3,000)	(500)	0	(137,600)
FY 2022 Actual Expenditures							
2.00	FY 2022 Actual Expenditures						TAAE
	10000 General	5.00	416,500	45,800	44,500	0	506,800
	OT 10000 General	0.00	(3,000)	(3,500)	6,500	0	0
		5.00	413,500	42,300	51,000	0	506,800
FY 2023 Original Appropriation							
3.00	FY 2023 Original Appropriation						TAAE
	S1407						
	10000 General	4.00	492,100	87,700	46,300	0	626,100
		4.00	492,100	87,700	46,300	0	626,100
FY 2023 Total Appropriation							
5.00	FY 2023 Total Appropriation						TAAE
	10000 General	4.00	492,100	87,700	46,300	0	626,100
		4.00	492,100	87,700	46,300	0	626,100
FY 2023 Estimated Expenditures							
7.00	FY 2023 Estimated Expenditures						TAAE
	10000 General	4.00	492,100	87,700	46,300	0	626,100
		4.00	492,100	87,700	46,300	0	626,100
FY 2024 Base							
9.00	FY 2024 Base						TAAE
	10000 General	4.00	492,100	87,700	46,300	0	626,100
		4.00	492,100	87,700	46,300	0	626,100

Program Maintenance

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total
10.11	Change in Health Benefit Costs						TAAE
	Change in Health Benefit Costs						
	10000 General	0.00	5,000	0	0	0	5,000
		0.00	5,000	0	0	0	5,000
10.12	Change in Variable Benefit Costs						TAAE
	Change in Variable Benefit Costs						
	10000 General	0.00	(2,191)	0	0	0	(2,191)
		0.00	(2,191)	0	0	0	(2,191)
10.23	Contract Inflation Adjustments						TAAE
	River Walk LLC - Office Lease						
	10000 General	0.00	0	0	1,400	0	1,400
		0.00	0	0	1,400	0	1,400
10.32	Repair, Replacement Items/Alteration Req #2						TAAE
	4 - Dell OptiPlex 5000 Computers, 6 - Dell 27 Monitors, 4 - Dell Monitor Slim Soundbars, 1- Wireless Access Point						
	OT 10000 General	0.00	0	1,600	5,400	0	7,000
		0.00	0	1,600	5,400	0	7,000
10.61	Salary Multiplier - Regular Employees						TAAE
	Salary Adjustments - Regular Employees						
	10000 General	0.00	3,373	0	0	0	3,373
		0.00	3,373	0	0	0	3,373
FY 2024 Total Maintenance							
11.00	FY 2024 Total Maintenance						TAAE
	10000 General	4.00	498,282	87,700	47,700	0	633,682
	OT 10000 General	0.00	0	1,600	5,400	0	7,000
		4.00	498,282	89,300	53,100	0	640,682
FY 2024 Total							
13.00	FY 2024 Total						TAAE
	10000 General	4.00	498,282	87,700	47,700	0	633,682
	OT 10000 General	0.00	0	1,600	5,400	0	7,000
		4.00	498,282	89,300	53,100	0	640,682

FORM B6: WAGE & SALARY RECONCILIATION

Agency/Department:	Department of Revenue and Taxation	Agency Number:	351
Budgeted Division:	Board of Tax Appeals	Luma Fund Number	10000
Budgeted Program	Board of Tax Appeals	Appropriation (Budget) Unit	TAAE
Original Request Date:	9/1/2022	Fiscal Year:	2024
Revision Date:	Revision #:	Fund Name:	General
		Budget Submission Page #	of

PCN	CLASS CODE	DESCRIPTION	Indicator Code	FTP	FY 2023 SALARY	FY 2023 HEALTH BENEFITS	FY 2023 VAR BENEFITS	FY 2023 TOTAL	FY 2024 CHG HEALTH BENEFITS	FY 2024 CHG VAR BENEFITS	TOTAL BENEFIT CHANGES
		Totals from Wage and Salary Report (WSR):									
		Permanent Positions	1	4.00	280,842	50,000	58,674	389,516	5,000	(2,191)	2,809
		Board & Group Positions	2		43,575	0	3,334	46,909			
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0	0	0	0
		TOTAL FROM WSR		4.00	324,417	50,000	62,008	436,425	5,000	(2,191)	2,809
		FY 2023 ORIGINAL APPROPRIATION	492,100	4.00	365,803	56,379	69,919	492,100			
		Unadjusted Over or (Under) Funded:	Est Difference		0.00	41,386	6,379	7,910	Calculated overfunding is 11.3% of Original Appropriation		
		Adjustments to Wage & Salary:									
		Add Funded / Subtract Unfunded - Vacant or Authorized - Positions:									
		Retire Cd									
		Adjustment Description / Position Title									
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
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				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0

FORM B6: WAGE & SALARY RECONCILIATION

		Rounded Appropriation	4.00	371,700	52,700	67,700	492,100			
4.11	Appropriation Adjustments:									
	Reappropriation		0.00	0	0	0	0			0
4.31	Supplemental		0.00	0	0	0	0			0
5.00	FY 2023 TOTAL APPROPRIATION		4.00	371,700	52,700	67,700	492,100			
	Expenditure Adjustments:									
6.31	Transfer between programs		0.00	0	0	0	0			0
6.41	FTP or Fund Adjustment		0.00	0	0	0	0			0
7.00	FY 2023 ESTIMATED EXPENDITURES		4.00	371,700	52,700	67,700	492,100			
	Base Adjustments:									
8.31	Transfer Between Programs		0.00	0	0	0	0			0
8.41	Removal of One-Time Expenditures		0.00	0	0	0	0			0
8.51	Base Reduction		0.00	0	0	0	0			0
9.00	FY 2024 BASE		4.00	371,700	52,700	67,700	492,100			
10.11	Change in Health Benefit Costs				5,000		5,000			
10.12	Change in Variable Benefits Costs					(2,200)	(2,200)			
	Indicator Code									
10.51	Annualization			0	0	0	0			
10.61	CEC for Permanent Positions	1.00%		2,800		600	3,400			
10.62	CEC for Temp/Group Positions	0.00%		0		0	0			
10.63	CEC for Elected Officials & Commissioners			0		0	0			
11.00	FY 2024 PROGRAM MAINTENANCE		4.00	374,500	57,700	66,100	498,300			
	Line Items:									
12.01										0
12.02										0
12.03										0
13.00	FY 2024 TOTAL REQUEST		4.00	374,500	57,700	66,100	498,300			

PCF Detail Report

Request for Fiscal Year: 2024

Agency: Board of Tax Appeals

351

Appropriation Unit: Board of Tax Appeals

TAAE

Fund: General Fund

10000

PCN	Class	Description	FTP	Salary	Health	Variable Benefits	Total
Totals from Personnel Cost Forecast (PCF)							
		Permanent Positions	4.00	280,842	50,000	58,674	389,516
		Total from PCF	4.00	280,842	50,000	58,674	389,516
		FY 2023 ORIGINAL APPROPRIATION	4.00	365,087	50,000	77,013	492,100
		Unadjusted Over or (Under) Funded:	.00	84,245	0	18,339	102,584
Adjustments to Wage and Salary							
NEWP-417160	90000	GROUP POSITION , Std Benefits/No NE Ret/No Health	.00	24,000	0	1,891	25,891
NEWP-648560	90000	GROUP POSITION , Std Benefits/No NE Ret/No Health	.00	24,000	0	1,891	25,891
NEWP-991397	90000	GROUP POSITION , Std Benefits/No NE Ret/No Health	.00	24,000	0	1,891	25,891
Estimated Salary Needs							
		Board, Group, & Missing Positions	.00	72,000	0	5,673	77,673
		Permanent Positions	4.00	280,842	50,000	58,674	389,516
		Estimated Salary and Benefits	4.00	352,842	50,000	64,347	467,189
Adjusted Over or (Under) Funding							
		Original Appropriation	.00	12,245	0	12,666	24,911
		Estimated Expenditures	.00	12,245	0	12,666	24,911
		Base	.00	12,245	0	12,666	24,911

PCF Summary Report

Request for Fiscal Year: 2024

Agency: Board of Tax Appeals

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Appropriation Unit: Board of Tax Appeals

TAAE

Fund: General Fund

10000

DU		FTP	Salary	Health	Variable Benefits	Total
3.00	FY 2023 ORIGINAL APPROPRIATION	4.00	365,087	50,000	77,013	492,100
5.00	FY 2023 TOTAL APPROPRIATION	4.00	365,087	50,000	77,013	492,100
7.00	FY 2023 ESTIMATED EXPENDITURES	4.00	365,087	50,000	77,013	492,100
9.00	FY 2024 BASE	4.00	365,087	50,000	77,013	492,100
10.11	Change in Health Benefit Costs	0.00	0	5,000	0	5,000
10.12	Change in Variable Benefit Costs	0.00	0	0	(2,191)	(2,191)
10.61	Salary Multiplier - Regular Employees	0.00	2,808	0	565	3,373
11.00	FY 2024 PROGRAM MAINTENANCE	4.00	367,895	55,000	75,387	498,282
13.00	FY 2024 TOTAL REQUEST	4.00	367,895	55,000	75,387	498,282

Form B4: Part C - Contract Inflation

Agency: Board of Tax Appeals
 Division: Board of Tax Appeals
 Program: 01

Agency Number: 351
 Function/Activity Number: 1

Request **2024**
 Page of
 Original Submission or Revision No.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
Part C: Contract (identify who and what)	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Est. Exp.	Contract Date	Term of Contract (Year x of x)	FY 2024 Contractual % Change	FY 2024 Change	FY 2024 Total
River Walk Center, LLC.	41,187	42,423	43,695	45,006	06/2018	5 of 10	3.00%	1,400	46,406
								-	-
								-	-
								-	-
								-	-
								-	-
								-	-
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								-	-
								-	-
								-	-
								-	-
Total	41,187	42,423	43,695	45,006			3.11%	1,400	46,406
FundSource							Proportion		
General	-	-	-	-			100.0%	1,400	46,400
Dedicated	-	-	-	-			0.0%	-	-
Federal	-	-	-	-			0.0%	-	-
Total	-	-	-	-			100.00%	1,400	46,400

Notes:

Contract Inflation

Request for Fiscal Year: 2024

Agency: Board of Tax Appeals

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Board of Tax Appeals

TAAE

Appropriation Unit:

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimated Expenditures	Contract Dates	FY 2024 Contractual % Change	FY 2024 Total
Contract								
River Walk LLC - Office Lease	36,655	41,187	42,423	43,696	45,006	July 1, 2019 - June 30, 2028	3	1,400
Total	36,655	41,187	42,423	43,696	45,006			1,400
Fund Source								
General	36,655	41,187	42,423	43,696	45,006			1,400
Total	36,655	41,187	42,423	43,696	45,006			1,400

One-Time Operating & One-Time Capital Outlay Summary

Request for Fiscal Year: 2024

Agency: Board of Tax Appeals

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Priority	Appropriation Unit	DU	Fund	Summary Account	Item Description	Current Mileage	Date Acquired	Quantity in Stock	Request Quantity Desired	Request Unit Cost	Request Total Cost	
Detail												
1	TAAE	10.32	10000	740	Desktop Computer	0		0.00	4.00	976.00	3,900	
2	TAAE	10.32	10000	625	Flat Screen Computer Monitors	0		0.00	6.00	251.00	1,500	
3	TAAE	10.32	10000	625	Computer Sound Bars	0		0.00	4.00	33.00	100	
4	TAAE	10.32	10000	740	Wireless Access Point Replacement	0		0.00	1.00	1,500.00	1,500	
								Subtotal	0.00	15.00	7,000	
Grand Total by Appropriation Unit												
TAAE												7,000
								Subtotal			7,000	
Grand Total by Decision Unit												
10.32												7,000
								Subtotal			7,000	
Grand Total by Fund Source												
			10000									7,000
								Subtotal			7,000	
Grand Total by Summary Account												
				625				0.00	10.00	1,600		
				740				0.00	5.00	5,400		
								Subtotal	0.00	15.00	7,000	

Close

Agency	Tax Appeals, Board of
Request for the Purchase of	Desktop Computers and Monitors
Agency Purchasing Representative	Kari Riggs
Agency Purchasing Representative Email Address	kari.riggs@bta.idaho.gov
Total Value of Request	\$5,542.14
Comments	Attached it the quote from ITS for the computers and monitors.
ITS Comments	
Analyst Comments	
ITS Approval Status	Reviewed & Recommended
Attachments	US_QUOTE_3000126084592.1.pdf

Version: 3.0
Created at 7/27/2022 1:42 PM by Kari Riggs
Last modified at 7/27/2022 4:25 PM by Brian M. Smith

Close



A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000126084592.1	Sales Rep	Vernon Ashley
Total	\$5,542.14	Phone	(800) 456-3355, 6179872
Customer #	12856984	Email	Vernon_Ashley@Dell.com
Quoted On	Jul. 08, 2022	Billing To	ACCOUNTS PAYABLE
Expires by	Aug. 07, 2022		IDAHO DEPT OF ADMINISTRATION
Contract Name	Dell NASPO Computer Equipment PA - Idaho		11351 W CHINDEN BLVD
Contract Code	C000000013097		BLDG 6
Customer Agreement #	PADD16200012		BOISE, ID 83714-1021
Deal ID	21761967		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Vernon Ashley

Shipping Group

Shipping To	Shipping Method
KEVIN HEESCH IDAHO DEPT OF ADMINISTRATION 11351 W CHINDEN BLVD BOISE, ID 83714-1021 (208) 605-4166	Standard Delivery

Product	Unit Price	Quantity	Subtotal
SI# C9TZ01 OptiPlex 5000 Small Form Factor	\$976.15	4	\$3,904.60
Dell 27 Monitor - P2722H, 68.6cm (27")	\$251.11	6	\$1,506.66
Dell Monitor Slim Soundbar - SB521A	\$32.72	4	\$130.88

Subtotal:	\$5,542.14
Shipping:	\$0.00
Environmental Fee:	\$0.00
Non-Taxable Amount:	\$5,542.14
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total:	\$5,542.14
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Shipping Group Details

Shipping To

KEVIN HEESCH
IDAHO DEPT OF ADMINISTRATION
11351 W CHINDEN BLVD
BOISE, ID 83714-1021
(208) 605-4166

Shipping Method

Standard Delivery

	Quantity	Subtotal
SI# C9TZ01 OptiPlex 5000 Small Form Factor	4	\$3,904.60

Estimated delivery if purchased today:

Jul. 22, 2022

Contract # C000000013097

Customer Agreement # PADD16200012

Description	SKU	Unit Price	Quantity	Subtotal
OptiPlex 5000 Small Form Factor	210-BCRK	-	4	-
12th Generation Intel Core i7-12700 (12 Cores/25MB/20T/2.1GHz to 4.9GHz/65W)	338-CCYP	-	4	-
Windows 11 Pro, English, French, Spanish	619-AQLP	-	4	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	4	-
16GB (1X16GB) DDR4 Non-ECC Memory	370-AGIY	-	4	-
M.2 2230 512GB PCIe NVMe Class 35 Solid State Drive	400-BEUX	-	4	-
M.2 22x30 Thermal Pad	412-AAQT	-	4	-
M2X3.5 Screw for SSD/DDPE	773-BBBC	-	4	-
No Additional Hard Drive	401-AANH	-	4	-
Intel Integrated Graphics	490-BBFG	-	4	-
260 W internal power supply unit (PSU), 85% Efficient, 80 Plus Bronze	329-BGMK	-	4	-
System Power Cord (Philippine/TH/US)	450-AAOJ	-	4	-
DVD+/-RW Bezel	325-BDSH	-	4	-
8x DVD+/-RW 9.5mm Slimline Optical Disk Drive	429-ABFH	-	4	-
CMS Essentials DVD no Media	658-BBTV	-	4	-
No Media Card Reader	379-BBHM	-	4	-
Intel Wi-Fi 6E 2x2 AX211 Bluetooth 5.2 Wireless Card	555-BHDU	-	4	-
Internal Antenna	555-BHDX	-	4	-
Wireless Driver, Intel AX211	555-BHJJ	-	4	-
Chassis Intrusion Switch	461-AAIY	-	4	-
No PCIe add-in card	492-BBFF	-	4	-
No Additional Add In Cards	382-BBHX	-	4	-
Optional HDMI 2.0b Video Port	382-BBLH	-	4	-
SupportAssist	525-BBCL	-	4	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	4	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	4	-
Waves Maxx Audio	658-BBRB	-	4	-

Dell SupportAssist OS Recovery Tool	658-BEOK	-	4	-
Dell Optimizer	658-BEQP	-	4	-
Windows PKID Label	658-BFDQ	-	4	-
SW Driver, Intel Rapid Storage Technology, OptiPlex 5000	658-BFJT	-	4	-
ENERGY STAR Qualified	387-BBLW	-	4	-
Dell Watchdog Timer	379-BESJ	-	4	-
Quick Start Guide	340-CYET	-	4	-
Trusted Platform Module (Discrete TPM Enabled)	329-BB JL	-	4	-
Shipping Material	340-CQYR	-	4	-
Shipping Label	389-BBUU	-	4	-
Regulatory Label for OptiPlex 5000 SFF 260W/300W	389-ECPJ	-	4	-
No Hard Drive Bracket, Dell OptiPlex	575-BBKX	-	4	-
Intel Core i7 vPro Essentials Processor Label	340-CYUP	-	4	-
Desktop BTO Standard shipment	800-BBIO	-	4	-
Dell Pro Wireless Keyboard and Mouse - KM5221W - English - Black	580-AJ JG	-	4	-
Mouse included with Keyboard	570-AADI	-	4	-
No Cable Cover	325-BCZQ	-	4	-
No Additional Cable	379-BBCY	-	4	-
Custom Configuration	817-BBBB	-	4	-
Internal Speaker	520-AARD	-	4	-
EPEAT 2018 Registered (Silver)	379-BD TO	-	4	-
Intel vPro Essentials	631-ADES	-	4	-
Dell Limited Hardware Warranty Plus Service	804-9043	-	4	-
ProSupport: 7x24 Technical Support, 3 Years	804-9050	-	4	-
ProSupport: Next Business Day Onsite 3 Years	804-9070	-	4	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	4	-
CFI Routing SKU	365-0257	-	4	-
Configuration Services, Workspace One Factory Provisioning	365-1683	-	4	-
Drop in the box Service Fee	366-0153	-	4	-
Configuration Services - Custom, Image Load	366-0330	-	4	-
Configuration Services - Custom, Asset Tag - System	366-0331	-	4	-
CFI,Information,WIN 10 PRO,64B IT,Original Equipment Mfgr.,Factory Install	378-2291	-	4	-
CFI,DOC,COLOR,DIB,C9TZ01,FACT	382-6820	-	4	-
			Quantity	Subtotal
Dell 27 Monitor - P2722H, 68.6cm (27")		\$251.11	6	\$1,506.66

Estimated delivery if purchased today:
Jul. 25, 2022
Contract # C000000013097
Customer Agreement # PADD16200012

Description	SKU	Unit Price	Quantity	Subtotal
Dell 27 Monitor - P2722H, 68.6cm (27")	210-BBCK	-	6	-
Dell Limited Hardware Warranty	814-5380	-	6	-

Advanced Exchange Service, 3 Years

814-5381

- 6

-

Quantity

Subtotal

Dell Monitor Slim Soundbar - SB521A

\$32.72

4

\$130.88

Estimated delivery if purchased today:

Sep. 20, 2022

Contract # C000000013097

Customer Agreement # PADD16200012

Description

SKU

Unit Price

Quantity

Subtotal

Dell Monitor Slim Soundbar - SB521A

520-AARU

-

4

-

Subtotal:

\$5,542.14

Shipping:

\$0.00

Environmental Fee:

\$0.00

Estimated Tax:

\$0.00

Total:

\$5,542.14

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^Dell Business Credit (DBC): Offered to business customers by WebBank, Member FDIC, who determines qualifications for and terms of credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of the new balance shown on the monthly billing statement. Dell and the Dell logo are trademarks of Dell Inc.



State of Idaho

Information Technology Services
Office of the Governor

BRAD LITTLE
Governor

JEFF WEAK
Administrator

GREG ZICKAU
Deputy Administrator
Chief Information Officer

11331 W. Chinden Blvd., #B201
Boise, ID 83714
P.O. Box 83720
Boise, ID 83720-0042
Telephone (208) 605-4064 or FAX (208) 605-4090
<http://its.idaho.gov>

August 19, 2022

TAX APPEALS, BOARD OF
SENT VIA EMAIL/HAND DELIVERED and STATEHOUSE MAIL

Re: IT Budget Planning FY2024

Dear Director,

Per direction from DFM and LSO, the Office of Information Technology Services will transition to a SWCAP model beginning in FY2024. This will represent a substantial shift in the way ITS bills for services, and there are still many details to work out. We will advise you of major developments as they become clear. This will be a one-year look forward with any increases to existing services, licenses, software, or subscriptions included in agencies' SWCAP calculations.

For your FY2024 budget, we are providing details below for the one-time impact to your agency of any agency-specific replacement items. We are prepared to support these requests throughout the budgeting process.

Agency Replacements:

- PCs or laptop replacements: agencies should budget to replace hardware that will be more than four years old in FY2024 or those devices with known service or performance issues using the guidance provided in DFM's budget manual. Specific guidance can be found on page 25 of the manual at [Budget Development Manual | DIVISION OF FINANCIAL MANAGEMENT \(idaho.gov\)](#)
- Network and other infrastructure replacement recommendations: ITS has identified approximately 100 wireless access points that have reached end of support and should be replaced in FY2024. Specific devices and counts per agency are attached. The estimated one-time cost to replace each access point is \$1,500.

If you have any questions, please contact Cheryl Dearborn, Business Operations Bureau Chief, at Cheryl.Dearborn@its.idaho.gov or 208-605-4055.

Sincerely,

Jeff Weak, Administrator
Information Technology Services

Access Point Replacement FY 24

Agency	Access Point Model	Quantity	AP Name/Location
Dept of Admin	2802i	7	ADM-CC-B6-ConfArea-AP01 ADM-CCB6-ConfArea-AP02 ADM-B6-Maintenance ADM-CCB6-Postal ADM-DownTown_Postal-AP01 LBJ-Admin_Rm100-North Parking-Garage
	3702i	1	LBJ-Admin-Rm100-South
Dept of Admin - Div of Public Works	2802i	2	DPW-01 DPW-02
Dept of Admin (JRW Conf Rms)	2802i	1	JRW-CONFERENCE-WEST
	3702i	1	JRW-Conf-East
Dept of Admin (LBJ common areas and conf rms)	2802i	2	LBJ-B09-Cafeteria-Area LBJ-B35-by_(ICCU)
	3702i	1	LBJ-Center
Aging	2802i	1	AGING-3rd-Floor
Arts	2802i	1	Arts-Old_Pen
BarleyWheatBeanWine	2802i	2	BarleyWheatBeanWine BarleyWheatBeanWine-02
Board-of-Tax-Appeal	3802i	1	BTA-Board-of-Tax-Appeal
Commerce	2802i	4	COMM-JRW-2nd-ExecConf COMM-JRW-2nd-West COMM-JRW-2nd-ABconf COMM-JRW-2nd-East
Children's Trust Fund	2802i	2	CTF-MainFlr-AP01 CTF-DwnStrs-AP02
DOPL(DBS)	2802i	3	DBS-POC-AP01 DBS-POC-AP02 DBS-CDA-AP01
DEQ	3802i	2	DEQ-BOI-ONE DEQ-BOI-TWO
	2802i	20	DEQ-BOI_1stFlr-AP03 DEQ-BOI_CONF-AP04 DEQ-BOI_COM-AP05 DEQ-BOI-2ndFlr-AP06 DEQ-BOI-3rdFlr-AP07 DEQ-BOI-3rdFlr-AP08 DEQ-CDA-AP-1 DEQ-CDA-AP-2 DEQ-CDA-AP-3

Access Point Replacement FY 24

Agency	Access Point Model	Quantity	AP Name/Location
			ITS-CCB8-F1-Wst ITS-CC-B6-ConfArea-AP07 ITS-CC-B6-ConfArea-AP03
ISHS	2802i	1	ISHS-SHPO-AssayBldg
IWDC	2802i	1	IWDC
OSBE	3802i	2	OSBE-2-3rd-Floor OSBE-3-3rd-Floor
	2802i	1	OSBE_1-3rd-floor
OSC	2802i	1	Borah_Bldg_1stFloor
PDC	2802i	1	PDC-Garro-Bldg
POTATO	2802i	1	Potato-Commission
STEM	3702i	2	STEM-Hoff-Bldg STEM-2
SILC	1832i	1	SILC-Foyer-AP
	2802i	1	SILC-2802i

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B

AGENCY INFORMATION

AGENCY NAME:	Board of Tax Appeals (BTA)	Division/Bureau:	na
Prepared By:	Cindy Pollock, Director	E-mail Address:	cindy.pollock@bta.idaho.gov
Telephone Number:	208-334-3354	Fax Number:	208-334-4060
DFM Analyst:	Lisa Herriot	LSO/BPA Analyst:	Tim Hibbard
Date Prepared:	19-Jul-22	For Fiscal Year:	2024

FACILITY INFORMATION (please list each facility separately by city and street address)

Facility Name:	BTA offices at RiverWalk Center in the River Walk II Building				
City:	Boise	County:	Ada	Zip Code:	83702
Property Address:	1673 W. Shoreline Drive, Suite 120			Zip Code:	83702
Facility Ownership (could be private or state-owned)	Private Lease:	<input checked="" type="checkbox"/>	State Owned:	<input type="checkbox"/>	Lease Expires:
					6/30/2023

FUNCTION/USE OF FACILITY

The BTA's office space is used for: administrative purposes, closed deliberations, board meetings, and for conduction closed and open formal hearings. The office is also used for legal conferences and personnel training.

COMMENTS

The current facility space includes a dedicated hearing room and private offices for administrative judges. The additional office space is used for part-time board members, as well as part-time temporary employees

WORK AREAS

FISCAL YR:	ACTUAL 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026	REQUEST 2027
Total Number of Work Areas:	5	5	5	5	5	5
Full-Time Equivalent Positions:	4	4	4	4	4	4
Temp. Employees, Contractors, Auditors, etc.:						

SQUARE FEET

FISCAL YR:	ACTUAL 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026	REQUEST 2027
Square Feet:	2285 BOMA	2285	2285	2285	2285	2285

FACILITY COST

(Do NOT use your old rate per sq ft; it may not be a realistic figure)

FISCAL YR:	ACTUAL 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026	REQUEST 2027
Total Facility Cost/Yr:	\$43,695.42	\$45,006.28	\$46,362.65	\$47,756.50	\$49,196.05	\$50,658.45

SURPLUS PROPERTY

FISCAL YR:	ACTUAL 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026	REQUEST 2027
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

IMPORTANT NOTES:

- Upon completion, please send to Leasing Manager at the State Leasing Program in the Division of Public Works via email to Caitlin.Cox@adm.idaho.gov. Please e-mail or call 208-332-1933 with any questions.
- If you have five or more locations, please summarize the information on the Facility Information Summary Sheet and include this summary sheet with your submittal.
- Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request. **DPW LEASING DOES NOT NEED A COPY OF YOUR BUDGET REQUEST, JUST THIS FORM.**

AGENCY NOTES:

Safety and security of hearing participants and BTA personnel is a space priority. Ample parking and good visibility/access are also priorities, as is a neutral site away from the shadow of STC or Ada County office spaces. A formal hearing room with ample time availability facilitates the timely and orderly resolution of cases.

Federal Funds Inventory Form
As Required by Idaho Code 67-1917

Reporting Agency/Department: Board of Tax Appeals/Dept of Revenue and Taxation
Contact Person/Title: Cindy Pollock, Director and Clerk to the Board

STARS Agency Code: 351
Contact Phone Number: 208-334-3354

Fiscal Year: 2024
Contact Email: cindy.pollock@bta.idaho.gov

1

CFDA#/Cooperative Agreement # /Identifying #	Grant Type	Federal Granting Agency	Grant title	Description	Date of Expiration - If Known	Total Grant Amount	Pass Through Federal Money From Other State Agency	FY 2022 Available Funds	FY 2022 Actual Expenditures	FY 2023 Estimated Available Funds	FY 2024 Estimated Available Funds	State Approp [Y] Yearly or [C] Continuous	MOE or MOU (67-1917(1)(d)) requirements? [Y] Yes or [N] No If Yes answer question 2.	Known Reductions; Plan for 10% or More Reduction	Will this Grant be reduced by 50% or more from the previous years funding? [Y] Yes or [N] No If yes then answer question 3.
Total								\$0.00	\$0.00	\$0.00	\$0.00				

Total FY 2022 All Funds Appropriation (DU 1.00)	\$644,400
Federal Funds as Percentage of Funds	0.00%

*** Report must be submitted to the Division of Financial Management and Legislative Services Office as part of your budget request.

2. Identify below for each grant any obligations, agreements, joint exercise of powers agreements, maintenance of efforts agreements, memoranda of understanding that may be impacted by federal or state decisions regarding federal receipts, include any state matching requirements.

CFDA#/Cooperative Agreement # /Identifying #	Agreement Type	Explanation of agreement including dollar amounts.

3. Provide a plan for each grant with a known reduction in federal funding that includes anticipated changes, and if reduction is: 10-49% included the agency plan for operating at the reduced rate or, 50% or more from the previous year's funding include the plan to either reduce or eliminate the services provided through the grant or to continue the services without a shift to state resources.

CFDA#/Cooperative Agreement # /Identifying #	Plan for reduction or elimination of services.

Part I – Agency Profile

Agency Overview

Established in 1969, the Board of Tax Appeals (BTA) provides taxpayers a popular means of bringing appealed assessments before a fully independent and judicial-like tribunal. Each year, hundreds of appeals are brought to the Board from either property tax assessment decisions made by a county board of equalization or various tax-related decisions made by the Idaho State Tax Commission. BTA cases are heard and decided in an attentive and fully neutral manner.

The BTA provides parties with an accessible and fair hearing to present their evidence and argument. Hearings are held in convenient locations across the state. The 3-member citizen board, well-supplied with technical knowledge and experience in taxation, ensures due process safeguards are followed in all its proceedings. Although the Board's administrative proceedings are technically formal, they stand in contrast to most court proceedings, which take considerably longer to complete, can necessitate legal representation, and add extra expenses.

Core Functions/Idaho Code

Idaho Code Title 63 Chapter 38 describes and sets out the Board's duties. The fully independent Board hears tax related appeals *de novo* at an appellate level. Parties may present new evidence to a specialized and neutral tax tribunal. IDAPA 36.01.01 expands on the procedures and process followed in affording parties a fair hearing.

Revenue and Expenditures

Revenue	FY 2019	FY 2020	FY 2021	FY 2022
General Fund	\$618,500	\$663,800	\$634,500	\$644,400
Total	\$618,500	\$663,800	\$634,500	\$644,400
Expenditures	FY 2019	FY 2020	FY 2021	FY 2022
Personnel Costs	\$463,333	\$505,015	\$541,100	\$413,504
Operating Expenditures	\$91,771	\$128,270	\$93,400	\$42,278
Capital Outlay	\$11,330	\$0	\$0	\$51,003
Trustee/Benefit Payments	\$0	\$0	\$0	\$0
Total	\$566,434	\$633,300	\$634,500	\$506,785

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2019	FY 2020	FY 2021	FY 2022
Appeals filed	288	608	364	170
Appeals settled, dismissed or withdrawn	89	244	262	80
Decisions rendered	199	364	102	90
Reconsideration/rehearing motions filed	13	7	10	8
Appeals of Board decisions to District Court	11	2	4	2

FY 2022 Performance Highlights

The Legislature has set a statutory deadline of May 1st for the issuing of decisions in ad valorem assessment appeals. This provides the parties with a final decision *prior* to the next year's assessment being issued. Where most appeals to the Board involve property tax assessments, meeting the May 1st deadline is the Board's primary performance measurement. This measurement was met for FY2022.

Part II – Performance Measures

Old Performance Measure		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Primary Goal To timely process and fairly consider each appeal impartially, and to render a just final decision.						
1. Percentage of hearings scheduled, held within 90 days of receipt of perfected appeal	actual	83.68%		-----	-----	
	target	100%	N/A	N/A	N/A	
2. Percentage of decisions drafted within 90 days of hearing	actual	80.00%		-----	-----	
	target	90%	N/A	N/A	N/A	
3. Percentage of approval or disapproval of drafted decisions by full Board within 15 days	actual	95.79%		-----	-----	
	target	80%	N/A	N/A	N/A	
4. Percentage of ad valorem decisions issued within 105 days of hearing	actual	80.53%		-----	-----	
	target	100%	N/A	N/A	N/A	
5. Percentage of Tax Commission decisions rendered within 180 days of filing	actual	100%		-----	-----	
	target	100%	N/A	N/A	N/A	
6. Percentage of ad valorem decisions rendered by May 1 st	actual	100%		-----	-----	
	target	100%	100%	100%	100%	

New Performance Measure		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Primary Goal To timely process and fairly consider each appeal impartially, and to render a just final decision.						
1. Ad Valorem – average days between perfected appeal filing and hearing date	actual	-----	130.52 days	76.56 days	87.66 days	
	target	New for FY 2019	<90 days	<90 days	<90 days	
2. Ad Valorem – average days between hearing date and decision draft	actual	-----	50.34 days	94.26 days	77.60 days	
	target	New for FY 2019	<90 days	<90 days	<90 days	
3. Ad Valorem – average days for Board approval/disapproval of a decision draft	actual	-----	8.97 days	5.49 days	9.77 days	
	target	New for FY 2019	<15 days	<15 days	<15 days	
4. Ad Valorem – average days between hearing date and final decision issued	actual	-----	62.05 days	101.34 days	90.30 days	
	target	New for FY 2019	<105 days	<105 days	<105 days	
5. Ad Valorem – percentage of decisions issued by May 1 st	actual	100%	75.00%	100%	100%	
	target	100%	100%	100%	100%	
6. Tax Commission – average days between perfected appeal filing and final decision	actual	-----	63.38 days	191.38 days	149.13	
	target	New for FY 2019	<180 days	<180 days	<180 days	

Performance Measure Explanatory Notes

New performance measures vary from the old table in key respects; 1) new calculations are based on the number of decisions issued rather than the number of parcels involved, and 2) new calculations exclude those instances where the parties request a continuance or other delay. The new calculations better consider and represent Board performance while also reflecting realistic, attainable targets. The ordering of items 5. and 6. in the new table are swapped to group all ad valorem measurements together.

For More Information Contact

Cindy Pollock
Tax Appeals, Board of
1673 W. Shoreline Drive Ste 120
PO Box 83720
Boise, ID 83720-0088
Phone: (208) 334-3354
E-mail: cindy.pollock@bta.idaho.gov
<https://bta.idaho.gov>

Director Attestation for Performance Report

In accordance with *Idaho Code* 67-1904, I certify the data provided in the Performance Report has been internally assessed for accuracy, and, to the best of my knowledge, is deemed to be accurate.

Department: Idaho State Board of Tax Appeals


Director's Signature

7/28/22
Date

Please return to:

Division of Financial Management
304 N. 8th Street, 3rd Floor
Boise, Idaho 83720-0032

FAX: 334-2438
E-mail: info@dfm.idaho.gov