

(CR0) DEPT. OF CONSUMER AND REGULATORY AFFAIRS

MISSION

The Department of Consumer and Regulatory Affairs (DCRA) protects the health, safety, economic interests, and quality of life of residents, businesses, and visitors in the District of Columbia by ensuring code compliance and regulating business.

BACKGROUND

Annually, DCRA issues over 35,000 building permits, 4,000 occupancy permits, and 50,000 business and professional licenses. The agency files over 65,000 corporate documents, and conducts over 55,000 residential, commercial and business-related inspections and investigations. DCRA is charged with ensuring that all businesses, professionals, and property owners adhere to District laws and regulations.

CAPITAL PROGRAM OBJECTIVES

1. Eliminate nuisance properties and invest in the revitalization of communities.
2. Support DCRA regulation and compliance activities by implementing information technology systems for licensing, inspections, and permitting functions that interface with other District systems.

RECENT ACCOMPLISHMENTS

Business Portal – The most recent release of the DC Business Portal allows businesses to apply for and renew many types of DCRA Basic Business Licenses. The portal provides detailed information about the application process and a checklist of required steps for each category. The system offers many enhancements that benefit our customers, such as:

- Customers can completely conduct transactions online and never have to visit DCRA
- Customers can save and resume work on their application as they work through the process
- Customers can work through the “Wizards” to identify exactly what the requirements are for their specific type of business
- Customers can upload all required documents
- Customers can utilize the multi=agency search features for relevant information

IT Initiatives:

Q-matic – The online appointment scheduling technology allows the public to schedule appointments with DCRA via the web, mobile and or desktop systems. After customers have scheduled their appointment, they are provided a unique number associated with their appointment time for check-in. The new system is intended to make finding a time for a Permit Center appointment as simple as possible.

Pay for permits on line – In 2016 DCRA overhauled its online services for permits, which includes paying for permits online which included postcard, supplemental and construction permits. DCRA continues to work towards providing additional online payment options for as many of its permits as possible.

Elements on this page of the Agency Summary include:

- **Funding Tables:** Past budget allotments show the allotment balance, calculated as allotments received to date less all obligations (the sum of expenditures, encumbrances, intra-District advances and pre-encumbrances). Agencies are allowed to encumber and pre-encumber funds up to the limit of a capital project's budget authority, which might be higher than allotments received to date. For this reason, a negative balance on a project sheet does not necessarily indicate overspending or an anti-deficiency violation. A negative balance is permitted in this calculation of remaining allotment authority.
- **Additional Appropriations Data (\$000):** Provides a summary of the budget authority over the life of the project. The table can be read as follows:
 - › **Original 6-Year Budget Authority:** Represents the authority from the fiscal year in which budget was first appropriated through the next 5 years.
 - › **Budget Authority Through FY 2022 :** Represents the lifetime budget authority, including the 6-year budget authority for FY 2017 through FY 2022.
 - › **FY 2017 Budget Authority Revisions:** Represents the changes to the budget authority as a result of reprogramming, redirections and rescissions (also reflected in Appendix F) for the current fiscal year.
 - › **6-Year Budget Authority Through FY 2022 :** This is the total 6-year authority for FY 2017 through FY 2022 including changes from the current fiscal year.
 - › **Budget Authority Request Through FY 2023 :** Represents the 6-year budget authority for FY 2018 through FY 2023.
 - › **Increase (Decrease) :** This is the change in 6-year budget requested for FY 2018 - FY 2023 (change in budget authority is shown in Appendix A).
- **Estimated Operating Impact:** If a project has operating impacts that the agency has quantified, the effects are summarized in the respective year of impact.
- **FTE Data (Total budget in FTE Table might differ from actual budget due to rounding):** Provides the number for Full-Time Equivalent (FTE) employees approved as eligible to be charged to capital projects by, or on behalf of, the agency. Additionally, it provides the total budget for these employees (Personal Services), the non personnel portion of the budget in the agency's capital plan, and the percentage of the agency CIP budget from either expense category.
- **Facility Location Map:** For those agencies with facilities projects, a map reflecting projects and their geographic location within the District of Columbia.

(Dollars in Thousands)

Phase	Funding By Phase - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	6 Yr Total
(03) Project Management	165	165	0	0	0	0	0	0	0	0	0	0
(04) Construction	50,249	50,158	-1	0	92	975	0	0	0	0	0	975
(05) Equipment	1,327	1,327	0	0	0	0	0	0	0	0	0	0
(06) IT Requirements Development/Systems Design	13,708	13,484	0	224	0	1,424	1,500	2,000	2,000	2,000	0	8,924
(07) IT Development & Testing	273	273	0	0	0	0	0	0	0	0	0	0
(08) IT Deployment & Turnover	36	36	0	0	0	0	0	0	0	0	0	0
TOTALS	65,757	65,442	-1	224	92	2,399	1,500	2,000	2,000	2,000	0	9,899

Source	Funding By Source - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	6 Yr Total
GO Bonds - New (0300)	22,342	22,040	0	224	78	0	0	0	0	0	0	0
Pay Go (0301)	4,806	4,792	0	0	15	0	0	0	0	2,000	0	2,000
Equipment Lease (0302)	971	971	0	0	0	0	0	0	0	0	0	0
Alternative Financing (0303)	1,646	1,646	0	0	0	0	0	0	0	0	0	0
Short-Term Bonds - (0304)	0	0	0	0	0	2,399	1,500	2,000	2,000	0	0	7,899
Capital (9000)	35,992	35,993	-1	0	0	0	0	0	0	0	0	0
TOTALS	65,757	65,442	-1	224	92	2,399	1,500	2,000	2,000	2,000	0	9,899

Additional Appropriation Data		Estimated Operating Impact Summary						
First Appropriation FY	2001	Expenditure (+) or Cost Reduction (-)						
Original 6-Year Budget Authority	72,143	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	6 Yr Total
Budget Authority Through FY 2022	69,757	No estimated operating impact						
FY 2017 Budget Authority Changes	0							
6-Year Budget Authority Through FY 2022	69,757							
Budget Authority Request Through FY 2023	75,656							
Increase (Decrease)	5,899							
Full Time Equivalent Data								
Object	FTE	FY 2018 Budget	% of Project					
Personal Services	0.0	0	0.0					
Non Personal Services	0.0	2,399	100.0					

CR0-ISM11-DCRA BUSINESS PORTAL

Agency: DEPT. OF CONSUMER AND REGULATORY AFFAIRS (CR0)
Implementing Agency: DEPT. OF CONSUMER AND REGULATORY AFFAIRS (CR0)
Project No: ISM11
Ward:
Location: DISTRICT-WIDE
Facility Name or Identifier: INFORMATION TECHNOLOGY
Status: Under design
Useful Life of the Project: 10+
Estimated Full Funding Cost: \$1,975,000

Description:

This project will enhance businesses' ability to comply with DC Government business regulations by providing these resources:

- An online information portal with all regulatory information in one place and online wizards to provide step-by-step compliance guidance to businesses
- An enterprise technology solution that would replace the disparate systems used across agencies to manage regulatory – single point of entry for all DC Government regulatory functions.

Justification:

The business-impacting regulations are enforced by a number of different agencies, primarily:

1. DCRA, 2. DDOT, 3. DSLBD, 4. DOH, 5. ABRA, 6. OTR

Systems within DC Government are much improved over the last five years, but we have not reached a state of true interagency automation and communication.

Progress Assessment:

Progress is proceeding as planned.

Related Projects:

None

(Dollars in Thousands)

Phase	Funding By Phase - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	6 Yr Total
(04) Construction	1,000	1,000	0	0	0	975	0	0	0	0	0	975
TOTALS	1,000	1,000	0	0	0	975	0	0	0	0	0	975

Source	Funding By Source - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	6 Yr Total
GO Bonds - New (0300)	1,000	1,000	0	0	0	0	0	0	0	0	0	0
Short-Term Bonds - (0304)	0	0	0	0	0	975	0	0	0	0	0	975
TOTALS	1,000	1,000	0	0	0	975	0	0	0	0	0	975

Additional Appropriation Data

First Appropriation FY	2015
Original 6-Year Budget Authority	1,000
Budget Authority Through FY 2022	1,000
FY 2017 Budget Authority Changes	0
6-Year Budget Authority Through FY 2022	1,000
Budget Authority Request Through FY 2023	1,975
Increase (Decrease)	975

Estimated Operating Impact Summary

Expenditure (+) or Cost Reduction (-)	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	6 Yr Total
No estimated operating impact							

Milestone Data

	Projected	Actual
Environmental Approvals		
Design Start (FY)		10/01/2014
Design Complete (FY)		
Construction Start (FY)		
Construction Complete (FY)	09/30/2016	
Closeout (FY)		

Full Time Equivalent Data

Object	FTE	FY 2018 Budget	% of Project
Personal Services	0.0	0	0.0
Non Personal Services	0.0	975	100.0

CR0-ISM07-IT SYSTEMS MODERNIZATION - DCRA

Agency: DEPT. OF CONSUMER AND REGULATORY AFFAIRS (CR0)
Implementing Agency: DEPT. OF CONSUMER AND REGULATORY AFFAIRS (CR0)
Project No: ISM07
Ward:
Location: DISTRICT-WIDE
Facility Name or Identifier: INFORMATION TECHNOLOGY
Status: Ongoing Subprojects
Useful Life of the Project: 10
Estimated Full Funding Cost: \$22,348,000

Description:

This project funds the continued, multi-year implementation of a variety of mission critical information technology systems involving District licensing, permitting and inspection functions. It also provides for the establishment of interfaces with other District IT systems, facilitating data sharing with OTR, DOH, DDOT, Zoning, Planning and others. This project will improve compliance with District permitting and licensing requirements, increase efficiency and enhance revenues.

Justification:

DCRA will actively and continuously extend the functionality of its existing enterprise system (CPMS) which is based on Accela Automation and Accela Mobile Apps. This project will improve compliance with District permitting and licensing requirements, increase efficiency, and enhance revenues.

Progress Assessment:

This is an on-going project.

Related Projects:

OCFO project CSP08C-Integrated Tax System Modernization and OZ project JM102C-Zoning Information Technology Systems

(Dollars in Thousands)

Phase	Funding By Phase - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	6 Yr Total
(06) IT Requirements Development/Systems Design	13,424	13,200	0	224	0	1,424	1,500	2,000	2,000	2,000	0	8,924
TOTALS	13,424	13,200	0	224	0	1,424	1,500	2,000	2,000	2,000	0	8,924

Source	Funding By Source - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	6 Yr Total
GO Bonds - New (0300)	11,926	11,702	0	224	0	0	0	0	0	0	0	0
Pay Go (0301)	1,499	1,499	0	0	0	0	0	0	0	2,000	0	2,000
Short-Term Bonds - (0304)	0	0	0	0	0	1,424	1,500	2,000	2,000	0	0	6,924
TOTALS	13,424	13,200	0	224	0	1,424	1,500	2,000	2,000	2,000	0	8,924

Additional Appropriation Data

First Appropriation FY	2007
Original 6-Year Budget Authority	12,724
Budget Authority Through FY 2022	17,424
FY 2017 Budget Authority Changes	0
6-Year Budget Authority Through FY 2022	17,424
Budget Authority Request Through FY 2023	22,348
Increase (Decrease)	4,924

Estimated Operating Impact Summary

Expenditure (+) or Cost Reduction (-)	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	6 Yr Total
No estimated operating impact							

Milestone Data

	Projected	Actual
Design Start (FY)	10/01/2008	
Design Complete (FY)		
Construction Start (FY)		
Construction Complete (FY)	09/30/2021	
Closeout (FY)	09/30/2022	

Full Time Equivalent Data

Object	FTE	FY 2018 Budget	% of Project
Personal Services	0.0	0	0.0
Non Personal Services	0.0	1,424	100.0