

# (CR0) DEPT. OF CONSUMER AND REGULATORY AFFAIRS

## **MISSION**

The mission of the Department of Consumer and Regulatory Affairs (DCRA) is to protect 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**

DCRA is responsible for regulating construction and business activity in the District of Columbia. The agency operates a consolidated permit intake center, as well as reviews construction documents to ensure compliance with building codes and zoning regulations. Construction activity, buildings and rental housing establishments are inspected and housing code violations are abated, if necessary. To protect consumers, DCRA issues business licenses, professional licenses, registers corporations, inspects weighing and measuring devices used for monetary profit and issues special events permits.

In FY 2017, DCRA issued over 50,000 permits, 40,000 business and 27,000 professional licenses.

## **RECENT CIP 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

**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 2023 :** Represents the lifetime budget authority, including the 6-year budget authority for FY 2018 through FY 2023.
  - › **FY 2018 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 2023 :** This is the total 6-year authority for FY 2018 through FY 2023 including changes from the current fiscal year.
  - › **Budget Authority Request Through FY 2024 :** Represents the 6-year budget authority for FY 2019 through FY 2024.
  - › **Increase (Decrease) :** This is the change in 6-year budget requested for FY 2019 - FY 2024 (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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	6 Yr Total
(03) Project Management	165	165	0	0	0	0	0	0	0	0	0	0
(04) Construction	50,832	50,527	305	0	0	0	0	0	0	0	0	0
(05) Equipment	1,327	1,327	0	0	0	0	0	0	0	0	0	0
(06) IT Requirements Development/Systems Design	13,705	13,705	0	0	0	1,500	0	0	0	0	0	1,500
(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
<b>TOTALS</b>	<b>66,338</b>	<b>66,033</b>	<b>305</b>	<b>0</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500</b>

Source	Funding By Source - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	6 Yr Total
GO Bonds - New (0300)	22,262	22,262	0	0	0	0	0	0	0	0	0	0
Pay Go (0301)	4,792	4,792	0	0	0	0	0	0	0	0	0	0
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)	675	370	305	0	0	1,500	0	0	0	0	0	1,500
Capital (9000)	35,992	35,993	-1	0	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>66,338</b>	<b>66,033</b>	<b>305</b>	<b>0</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500</b>

Additional Appropriation Data			Estimated Operating Impact Summary						
First Appropriation FY		2001	Expenditure (+) or Cost Reduction (-)						
Original 6-Year Budget Authority		78,318	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	6 Yr Total
Budget Authority Through FY 2023		75,654	No estimated operating impact						
FY 2018 Budget Authority Changes									

Additional Appropriation Data			Full Time Equivalent Data			
ABC Fund Transfers		-92	Object	FTE	FY 2019 Budget	% of Project
Capital Reprogramming FY 2018 YTD		-1,724	Personal Services	0.0	0	0.0
6-Year Budget Authority Through FY 2023		73,838	Non Personal Services	0.0	1,500	100.0
Budget Authority Request Through FY 2024		67,838				
Increase (Decrease)		-6,000				

# 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:** \$14,922,000

**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. This will also include the infrastructure to support DCRA's IT systems.

**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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	6 Yr Total
(06) IT Requirements Development/Systems Design	13,422	13,422	0	0	0	1,500	0	0	0	0	0	1,500
<b>TOTALS</b>	<b>13,422</b>	<b>13,422</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500</b>

  

Source	Funding By Source - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	6 Yr Total
GO Bonds - New (0300)	11,923	11,923	0	0	0	0	0	0	0	0	0	0
Pay Go (0301)	1,499	1,499	0	0	0	0	0	0	0	0	0	0
Short-Term Bonds - (0304)	0	0	0	0	0	1,500	0	0	0	0	0	1,500
<b>TOTALS</b>	<b>13,422</b>	<b>13,422</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500</b>

Additional Appropriation Data	
First Appropriation FY	2007
Original 6-Year Budget Authority	18,224
Budget Authority Through FY 2023	22,346
FY 2018 Budget Authority Changes	
Capital Reprogramming FY 2018 YTD	-1,424
6-Year Budget Authority Through FY 2023	20,922
Budget Authority Request Through FY 2024	14,922
Increase (Decrease)	-6,000

Estimated Operating Impact Summary							
Expenditure (+) or Cost Reduction (-)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	6 Yr Total
No estimated operating impact							

Milestone Data	Projected	Actual
Environmental Approvals		
Design Start (FY)	10/1/2008	
Design Complete (FY)		
Construction Start (FY)		
Construction Complete (FY)	09/30/2020	
Closeout (FY)	12/31/2020	

Full Time Equivalent Data			
Object	FTE	FY 2019 Budget	% of Project
Personal Services	0.0	0	0.0
Non Personal Services	0.0	1,500	100.0