Agency Summary & Statutory Authority

The Department of Administration, established by Section 67-5701, Idaho Code, provides services for state agencies, including public works; purchasing; and property and casualty insurance; as well as life, health and disability insurance for state employees. The department is authorized 124.00 FTP and organized into four budgeted programs: Management Services, Public Works, Purchasing, and Insurance Management.

FY 2018 – FY 2021 Expenditures by Program

FY 2018 - FY 2020 Average Expenditures by Fund Type

FY 2018 - FY 2020 Average Dedicated Fund Expenditure Breakdown

Please see publications from the Legislative Services, Budget & Policy Analysis Division for additional details: https://legislature.Idaho.gov/lsd/bpa/pubs/
Customer Focus

Our Mission:

“We serve Idaho by promoting responsible government through expert customer support.”
cNPS FY22 Quarter 2

Number of Responses
856
△ +16 over previous week

Net Promoter Score
9

NPS Trend
Mar 2021, April, May, June, July, August, September, October, November, December, Jan 2022

Number of Times Program Selected

Department of Admin (General) 8%
Department of Admin Fiscal Services 5%
Department of Admin Human Resources 2%
Division of Public Works - Design & Construction Unit 6%
Facility Services - Capital Mall & Chiniden Campus 5%
Federal Surplus Program 5%
General Security Services 4%
Indemnity Fund 0%
Keys and Access Cards 6%
Office of Group Insurance 27%
Office of Risk Management 5%
Parking Services 5%
Postal Services and Copy Center 2%
Purchasing 20%
State Leasing Program 1%
Division of Public Works

Pat Donaldson
Administrator
Division of Purchasing

Valerie Bollinger
Administrator
Division of Insurance and Internal Support

Faith Cox
Administrator
Division of Security Operations

Steve Walker
State Security Manager
Audit Findings

FY2022 Management Report:
Comprehensive Annual Financial Report:
--No Findings or Recommendations
Governor’s Recommendation

Bond Payoff

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Governor’s Recommendation

84. Health Plan Reserve Backfill- ARPA
$10,000,000
Governor’s Recommendation

Change in Employee Compensation

$392,600
Governor’s Recommendation

1. Rent Increase  
   $124,300
Governor’s Recommendation

2. Project Managers
   $203,800
Governor’s Recommendation

3. Project Coordinator  
   $59,000
Governor’s Recommendation

4. Project Manager-Deferred Maintenance
   $101,900
Governor’s Recommendation

5. Facility Condition
   Software
   $131,300
Governor’s Recommendation

51. Health Plan Reserve Backfill - ARPA
$15,000,000
Questions?

All roads lead to Admin, the Heartbeat of the State.