



State of North Carolina

Office of State Budget and Management

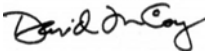
Michael F. Easley
Governor and Director
of the Budget

David T. McCoy
State Budget Officer

July 5, 2005

MEMORANDUM

TO: Department Heads

FROM: David McCoy 

RE: Guidance and Policy on Creating New Information Technology Positions

In accordance with the provisions of Senate Bill 991, the Office of Information Technology Services (ITS) has been working with agencies to determine the appropriate use of Information Technology (IT) contractors. As you may know, when originally authorized, the Supplemental Staffing Contract (SSC), as well as other individual staffing contracts, were intended to allow agencies to acquire IT staff for short term projects and services. Over time, this utilization has changed and in many cases, they have been used for ongoing IT service needs. The Office of State Budget and Management (OSBM) believes that it may be cost effective for agencies to convert these contracts to State employee positions, and it is to that end that I am writing.

Attached you will find a template that your office should use to mutually assist our respective agencies in the appropriate analysis. The attached template shall be used by all agencies to determine the cost effectiveness of converting IT contractors to new State positions (full-time, part-time or time-limited). Once completed, this analysis should be sent to your OSBM budget analyst for evaluation by ITS and OSBM.

If your staff has any questions about the process or the form, please contact Jonathan Womer in OSBM at (919) 733-7061. Thank you for your continued cooperation.

cc: Chief Information Officers
Chief Financial Officers