

**SCHEDULE XIIB: MAJOR OUTSOURCING AND PRIVATIZATION INITIATIVES  
INITIALLY UNDERTAKEN IN THE LAST FIVE YEARS**

<b>Schedule XII-B Cover Sheet and Agency Project Approval</b>	
<b>Agency:</b>	<b>Schedule XII-B Submission Date:</b>
<b>Project Name:</b>	<b>Is this project included in the Agency's LRPP?</b> _____ Yes _____ No
<b>FY 2008-2009 LBR Issue Code:</b>	<b>FY 2008-2009 LBR Issue Title:</b>
<b>Agency Contact for Schedule XII-B (Name, Phone #, and E-mail address):</b>	
<b>AGENCY APPROVAL SIGNATURES</b>	
I am submitting the attached Schedule XII-B in support of our legislative budget request. I have reviewed and agree with the information in the attached Schedule XII-B.	
<b>Agency Head:</b>	<b>Date:</b>
<b>Printed Name:</b>	
<b>Agency Chief Information Officer:</b> <i>(If applicable)</i>	<b>Date:</b>
<b>Printed Name:</b>	
<b>Budget Officer:</b>	<b>Date:</b>
<b>Printed Name:</b>	
<b>Planning Officer:</b>	<b>Date:</b>
<b>Printed Name:</b>	
<b>Project Sponsor:</b>	<b>Date:</b>
<b>Printed Name:</b>	

**SCHEDULE XIIB-1: MAJOR OUTSOURCING AND PRIVATIZATION INITIATIVES  
INITIALLY UNDERTAKEN IN THE LAST FIVE YEARS – BACKGROUND  
INFORMATION**

<b>Background Information</b>	
1.	<p>Provide a narrative summary describing the agency's decision to outsource or privatize the service or activity.</p> <p>Attach to Schedule XII-B copies of the original business case and cost benefit analysis. If these documents are unavailable, attach any documents which state the original intention of the outsourcing or privatization initiative that will detail its goals, objectives, and expected outcomes. Such documents may include (a) original legislative budget requests, (b) original budget amendments, (c) legislative presentations, or (d) agency planning documents.</p>
2.	<p>Have the anticipated cost savings and benefits of the initiative been realized? Explain.</p>
3.	<p>Provide a narrative description of the type of procurement method used to outsource or privatize the service or activity.</p> <p>Attach a copy of any solicitation documents, requests for quote, or similar document issued by the agency for this procurement.</p>
4.	<p>Section 287.057(14), Florida Statutes, allows contracts for commodities and contractual services to be renewed for a period that may not exceed 3 years or the term of the original contract, whichever period is longer. Such renewals are contingent upon satisfactory performance evaluations by the agency and subject to the availability of funds.</p> <p>For the outsourced or privatized service or activity, identify the number of times the contract has been renewed and specify the renewal period of each. Attach a copy of the documentation verifying the contractor's satisfactory performance compliance required prior to each renewal.</p>

5.	For the outsourced or privatized service or activity, has the contractor satisfactorily complied with all service level requirements? Provide a narrative summary describing service level requirements compliance or noncompliance.
6.	Describe any unexpected benefits from outsourcing or privatization of the service or activity.
7.	Describe any unexpected problems or issues with the outsourcing or privatization of the service or activity.
8.	Briefly describe your agency's overall level of satisfaction with the results of outsourcing or privatization of the service or activity.
9.	What lessons learned should be shared with other agencies considering the outsourcing or privatization of a similar service or activity?