

# **Administrative Services, Nebraska**

**RG0075 Nebraska. Department of Administrative Services**

**Records: 1924-current**

**Cubic ft.: 176.5**

**No. of Items: 177 boxes**

## **HISTORICAL NOTE**

This agency was created by the 1965 Legislature to coordinate and administer the state's accounting, budget, construction, and supply requirements.

The Accounting Division operates and maintains the state's centralized accounting and payroll system. The Managements Systems and Studies Bureau reviews the internal controls and accounting methods used by state agencies and monitors state auditor reports to see if changes are needed.

The Budget Division provides direction, coordination, and support for state agencies in the preparation of budget requests and assists the Governor in preparing the state budget.

The State Building Division of this agency was created in 1974 to plan, construct and administer state facilities. The Nebraska Capitol Commission, State Comprehensive Capital Facilities Planning Committee, Vacant Building and Excess Land Committee, and the Task Force for Building Renewal all work with the Building Division.

The Division of Communications was established in 1975 expanding the scope and authority of the Telecommunications Bureau. The division coordinates the lease, purchase, maintenance, and use of telecommunication services, communication equipment, and facilities for state government.

The Division of Employee Relations, formerly a part of the Department of Personnel, was merged into Administrative Services in 1992. They negotiate the labor contracts and coordinate the grievance procedures.

Information Management Services, once a separate agency known as Central Data Processing, was made a part of Administrative Services in 1998. This division supplies state and local government entities with computer information services, education, and training, as well as on-line network services and staff consulting.

The Office of the Chief Information Officer was created in 1998, and works with the Nebraska Information Technology Commission to ensure cost-effective and efficient use of state resources and investments in information technology.

The Materiel Division was established by the 1969 Legislature and has the responsibility of state purchasing agent and inventory control. The 1981 Legislature created a forms management center within this division responsible for the form and content of state agency forms. The Bureau of Printing was created in 1919 and transferred to Administrative Services in 1965. They are in charge of all state mailing, printing, and surplus property disposition.

The Personnel Division, a department in 1967, became a part of Administrative Services in 1992. They administer the state personnel system, maintain a job classification and pay system for state employees; provide state agencies with job applicants; enforce personnel rules and regulations; provide management training programs, and administer both the Nebraska State Insurance Program and State Employee Benefits Program.

## **SCOPE AND CONTENT NOTE**

This collection consists of the records of various departments of the Department of Administrative Services divided into five subgroups: 1) Accounting Division, 1972-1974; 2) Budget Division, 1964-current; 3) Building Division, 1924-1965; 4) Information Management Services, 1973-1983; and 5) Material Division, 1974-1998.

Subgroup One, Accounting Division contains one series related to the Social Security Administration, 1972-1974.

The bulk of the collection exists in Subgroup Two, Budget Division, 1964-current. This is an open subgroup with records regularly transferred to the Archives. It contains the annual budget request of state agencies.

Oversize drawings of City of Lincoln, EOC, and Dept of Roads are included in the Building Division subgroup.

Studies and reports on Nebraska computer planning exist in Subgroup Four, Information Management

Subgroup Five, Materiel Division, includes correspondence and topical files for this division, 1974-1998, and master lists and correspondence from form management.

RELATED COLLECTION: RG001 Nebraska. Governor

# DESCRIPTION

## **SUBGROUP ONE ACCOUNTING DIVISION, 1972-1974**

### **SERIES ONE SOCIAL SECURITY ADMINISTRATION, 1951-1974**

B.01 1959-1975

Attorney General

Boards and Commissions

Registrars and Justices of the Peace  
Constables

B.02 1951-1961

State of Nebraska vs. Richardson et al

U.S. Dist. Ct. CV72L-116

B.03 1967-1974

Ledger Sheets

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

B.01-02 Budget Documents weeded from Governor's Collections, c.1964-1966

(not organized)

Acc: 8/14/1972

B.01 Budget Requests, Agencies, 1967-1969 (#2 - #12)

2 - Legislature

3 - Legislative Council

4 - Legislative Clerk

5 - Supreme Court

6 - District Courts of Nebraska Probation Districts

7 - Governor

8 - Lt. Governor

9 - Secretary of State

10 - Auditor of Public Accounts

11 - Attorney General

12 - State Treasurer

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

### B.02 Budget Requests, State Agencies, 1967-1969 (#13 - #16)

13 - Department of Education

Nebr Vocational Education

Nebr Vocational Technical School

Rehabilitation Services

School for the Deaf

School for the Trainable Mentally Retarded Children

School for the Visually Handicapped

14 - State Railway Commission

15- Board of Pardons and Paroles

16 - State Tax Commissioner

### B.03 Budget Requests, State Agencies, 1967-1969 (#17 - #20-12)

17 - Department of Aeronautics

18 - Agriculture and Inspection

19 - Department of Banking

20 - Department of Health

thru 20-12 (Maternal and Child Health)

### B.04 Budget Requests, State Agencies, 1967-1969 (#20-13 thru #25-3)

20 - Department of Health

20-13 (Dental Health)

21 - State Fire Marshal

22 - Department of Insurance

23 - Department of Labor

Division of Employment

24 - Department of Motor Vehicles

25 - Department of Public Institutions

Central Office thru 25-3 (Visually Impaired)

B.05 Budget Requests, State Agencies, 1967-1969 (#25-5 thru #25-9)

25 - Department of Public Institutions

25-5 (Beatrice State Home) - #25-9 (Boys Training School)

B.06 Budget Requests, State Agencies, 1967-1969 (#25-10 thru #25-14)

25 - Department of Public Institutions

25-10 (TB Hospital) thru 25-14 (Nebr Psychiatric Institute)

B.07 Budget Requests, State Agencies, 1967-1969 (#25-15 thru #26)

25 - Department of Public Institutions

25-15 (Norfolk State Hospital)

26 - Department of Public Welfare

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

B.08 Budget Requests, State Agencies, 1967-1969 (#27 thru #33)

27 - Department of Roads

28 - Veterans Affairs, Dept of  
Spanish American War Veterans  
29 - Department of Water Resources  
30 - DAS  
31 - Military Department  
32 - Educational Lands & Funds  
Nebraska Retirement System  
State Surveyor  
33 - Game & Parks Commission Justification

B.09 Budget Requests, State Agencies, 1967-1969 (#33 thru #49)

33 - Game & Parks Commission  
34 - Public Library Commission  
35 - Liquor Control Commission  
36- State Racing Commission  
37 - Workmen's Compensation Court  
38 - Court of Industrial Relations (void)  
changed to Supreme Court  
39 - Nebraska Brand Committee  
40 - Motor Vehicle Dealers Licensing Board  
41 - Real Estate Commission  
42 - Building Commission  
43 - Athletic Commission  
44 - Board of Nursing

45 - Board of Barber Examiners

46 - Centennial Commission

47 - ETV Commission

48 - Board of Registration for Sanitarians

49 - Board of Education of State Normal Schools

B.10 Budget Requests, State Agencies, 1967-1969 (#50 thru #63)

50 - State Colleges

51 - University of Nebraska

52 - State Board of Agriculture

53 - Agricultural Activities

54 - Historical Society

55 - Soil & Water Conservation Committee

56 - Historical Landmark Committee

57 - Oil & Gas Conservation Commission

58 - Brd of Examiners for Professional Engineers & Architects

59 - Joint Merit System

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

B.10 (cont) 1967-1969 (#53 thru #63)

60 - Nebraska Weather Modification Bureau

61 - Employees Retirement Board

62 - Brd of Examiners for Land Surveyors

63 - Board of Public Accountancy

B.11 Budget Requests, State Agencies, 1967-1969 (#64 thru #72)

64 - Safety Patrol

65 - Department of Administrative Services

66 - Brd of Examiners for Abstractors

67 - Equal Employment Opportunity Act

68 - County Employee Retirement Board (void)

69 - Arts Council

70 - Economic Opportunity Commission

71 - Advisory Committee on Aging

72 - Economic Development

B.12 Budget Requests, State Agencies, 1965-1967 - Boards and Commissions

B.13 Budget Requests, State Agencies, 1969-1971

Emergency Appropriation Requests, 1968-1969

Supplemental Requests, 1968-1969

Agencies #3 (Legislative Council) thru #25 (Institutions)

B.14 Budget Requests, State Agencies, 1969-1971

Agency #7 (Governor) and #8 (Lt. Governor)

B.15 Budget Requests, State Agencies, 1969-1971

Agency #25 (Institutions) cont. Soldiers & Sailors Homes

thru

Agency #32 (Educational Lands & Funds)

B.16 Budget Requests, State Agencies, 1969-1971

Agency #33 (Game & Parks) thru

Agency #50 (State Colleges), Peru State College

B.17 Budget Requests, State Agencies, 1969-1971

Agency #50 (State Colleges), Wayne State College

thru

Agency #70 - Economic Opportunity Commission

Agency #71 - Advisory Commission on Aging

Agency #72 - Economic Development

Agency #73 - Landscape Architects

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

B.17 Budget Requests, State Agencies, 1969-1971

Agency #75 - Investment Council

Agency #76 (Brd of Examiners of Psychologists)

General Fund Working Papers

B.18 Federal Fund Requests, State Agencies, 1970-1972

Administrative Services

Employment Division

Telecommunications

Aeronautics

Agriculture

Arts Council

Colleges, State

State College Board

Chadron State

Kearney State

Peru State

Wayne State

Correctional Industries

Economic Development

Education

General

October 1968

Drug Education

Indian Education

Instructional Services

ESEA Title III State Plan

ESEA Title III-A State Plan

Migrant Education

Rehabilitation Services

Special Education

B.19 Federal Fund Requests, State Agencies, 1970-1972

Education (cont)

Vocational Education

Fire Marshal

Game & Parks Commission

Acquisitions

Community Development

Construction

Fisheries & Wild Life Division

Studies and Surveys

State Parks and Reservations

Swimming Pools

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

B.19 Federal Fund Requests, State Agencies, 1970-1972

Health Department

Disease Control

Environmental Health

EPA - Solid Waste Management

EPA - Water Quality

Hospital Administration

Maternal & Child Health

Medicare/Medicaid

Mental Health

Mental Retardation

Planning & Programming

Health Plan, 1970

Highway Safety

Historical Society

Institutions

Alcoholism

Beatrice State Home

Boys & Girls Training Schools

Corrections

Lincoln State Hospital

Mental Retardation

North Platte

Orthopedic Hospital

Medical Services

B.20 Federal Fund Requests, State Agencies, 1970-1972

Law Enforcement & Criminal Justice

Legislative Council

Library Commission

Military Department

General

Civil Defense

National Guard

Motor Vehicles, Dept of

NETV

Planning & Programming

General

Housing & Urban Development

Mass Transportation

Printed Matter

State Patrol

Roads, Dept of

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

B.20 Federal Fund Requests, State Agencies, 1970-1972

Technical Assistance Agency

Water Resources

Welfare

B.21 Federal Fund Requests, State Agencies, 1970-1972

University of Nebraska

President

Agriculture

General

Ag Economics

Ag Engineering

Agronomy

Animal Science

Biochemistry & Nutrition

Family Economics

Fertilizer Program

Food Science & Technology

Horticulture & Forestry

Plant Pathology

Technical Agriculture - Curtis

Veterinary Science

Arts & Sciences

Art Galleries

Biological Sciences

Botany

Chemistry 1-6

B.22 Federal Fund Requests, State Agencies, 1970-1972

University of Nebraska

Arts & Sciences

Chemistry - 7

Computer Sciences

English

Geography

Geology

History

Math

Microbiology

Music

NASA

Physics

Political Science

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

### B.22 Federal Fund Requests, State Agencies, 1970-1972

University of Nebraska

Arts & Sciences

Psychology

Sociology

Speech & Dramatic Arts

### B.23 Federal Fund Requests, State Agencies, 1970-1972

University of Nebraska

Arts & Sciences cont.

Speech & Dramatic Arts

Zoology

Business Administration

Computing Center

Dental College

Engineering & Architecture

Architectural Engineering

Chemical Engineering

Civil Engineering

Computer Science

Electrical

Engineering Mechanics

Environmental Development

Industrial

Mechanical

Environmental Education Center

Extension Division

B.24 Federal Fund Requests, State Agencies, 1970-1972

University of Nebraska

Extension Division cont.

Graduate College

Health Services

Home Economics

International Programs

KUON TV

Law College

Libraries

NOVA

Peach Corps

Pharmacy

Physical Plant

Security & Traffic

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

B.24 Federal Fund Requests, State Agencies, 1970-1972

University of Nebraska

Student Affairs

Teachers College

Business

Education Administration

Psychology & Measurements

Education Services

Elementary Education

History & Philosophy of Education

Secondary Education

Telecommunications

Water Resources Research Institute

University of Nebraska at Omaha

General

Arts & Sciences

Athletics

Biology

Business & Finance

Center for Urban Education

Chemistry

Dermatology

B.25 Federal Fund Requests, UNO, 1970-1972

Education

General

Special Education

Engineering & Technology

Geography/Geology

Law Enforcement & Corrections

Libraries

Omaha HMO

Physics

Psychology

Public Affairs & Community Service

Radio & TV

Security

Sociology

Student Affairs

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

B.25 Federal Fund Requests, UNO, 1970-1972

University of Nebraska Medical Center

General

Allied Health

Anatomy

Animal Research/Microbiology

Biochemistry

Children's Rehabilitation Institute

Communications

Eppley Institute

B.26 Federal Fund Requests - UNO, 1970-1972

University of Nebraska Medical Center

Eppley Institute (cont)

Finance

Internal Medicine

Libraries

Medicine & Surgery

Mental Retardation

Neurology

School of Nursing

Obstetrics/Gynecology

Ophthalmology

Otolaryngology

B.27 Federal Fund Requests - UNO cont., 1970-1972

University of Nebraska Medical Center

Pathology

Pediatrics

Pharmacology

Physical Medicine & Rehabilitation

Physiology

Preventive Medicine

Psychiatry

Nebr Psychiatric Institute

Radiology

Special Projects

B.28 Federal Fund Requests, Mar-June 1972 (found after inventory)

785 UNMC Pediatrics, Mar 27, 1972

thru

874 UNL - Arts & Sciences - English, June 16, 1972

**SUBGROUP TWO BUDGET DIVISION, 1964-current**

Acc: 8/26/1983

B.01 Budget Requests, State Agencies, 1972-1974

Agency #3 (Legislative Council) thru Agency #15 (Pardons & Paroles)

B.02 Budget Requests, State Agencies, 1972-1974

Agency #16 (Tax Commissioner) thru Agency #25 (Institutions)

B.03 Budget Requests, State Agencies, 1972-1974

Agency #25 (Institutions, cont.) thru Agency #29 (Water Resources)

B.04 Budget Requests, State Agencies, 1972-1974

Agency #31 (Military Dept) thru Agency #53 (Agriculture Activities)

B.05 Budget Requests, State Agencies, 1972-1974

Agency #54 (Historical Society) thru Agency #85 (Retirement Brd)

Acc: 1984 Budget Requests, State Agencies, 1973-1975

B.14 (325398) Agency #3 (Legis. Council) thru #13 (Education)

B.15 (325399) Agency #13 (Education) thru #23 (Labor)

B.16 (325400) Agency #24 (Motor Vehicles) thru #25 (Institutions-Central Office)

B.17 (325401) Agency #26 (Welfare) thru #47 (ETV Commission)

B.18 (325402) Agency #49 & 50 (State Colleges)

B.19 (325403) Agency #51 (University) thru #70 (Economic Development)

B.20 (325404) Agency #71 - Commission on Aging

#72 - Economic Development

#73 - Landscape Architects

#74 - Committee for Higher Education

#75 - Investment Council

#76 - Brd of Psychologists

#78 - Law Enforcement & Criminal Justice

#79 - Committee on Drugs

#80 - Personnel

#81 - Hall of Fame Commission

#83 - Technical Community Colleges

#84 - Environmental Control

#85 - Retirement Board

#89 - State Claims Board

#90 - Nebr Amer. Revolutionary Bicentennial Commission

Acc: R85-3

B.01 (325405) Budget Requests, State Agencies, 1974-1975

Agency #3 (Legislative Council) thru Agency #15 (Pardons & Paroles)

B.02 (325406) Budget Requests, State Agencies, 1974-1975

Agency #16 (Tax Commissioner) thru Agency #25 (Institutions)

B.03 (325407) Budget Requests, State Agencies, 1974-1975

Agency #25 cont. thru Agency #31 (Military Dept)

**SUBGROUP TWO BUDGET DIVISION, 1964-current**

Acc: R85-3 (cont)

B.04 (325408) Budget Requests, State Agencies, 1974-1975

Agency #33 (Game & Parks) thru Agency #46 (Centennial Commission)

B.05 (325409) Budget Requests, State Agencies, 1974-1975

Agency #46 (cont) thru Agency #58 (Prof. Engs. & Architects)

B.06 (325410) Budget Requests, State Agencies, 1974-1975

Agency #59 (Joint Merit System) thru Agency #81

B.07 (325411) Budget Requests, State Agencies, 1974-1975

Agency #83 (Community Colleges)

B.08 (325412) Budget Requests, State Agencies, 1974-1975

Agency #83 (cont) thru Agency #90 (Nebr Railway Council)

Acc: R85-26 Budget Requests, State Agencies, 1975-1976

B.325413 (29) Agencies #3 (Legislative Council) thru #13 (Education)

B.325414 (30) Agencies #14 (Public Service Comm) thru #25 (Institutions-421)

B.325415 (31) Agencies #25 (Nebr Psychiatric Institute) thru #39 (Brand Committee)

B.325416 (32) Agencies #40 (MV Dealers Licensing Brd) thru #50-3 (Peru State)

B.325417 (33) Agencies #50-4 (Wayne State) thru #75 (Investment Council)

B.325418 (34) Agencies #76 (Brd of Examiners of Psychology)

thru #83 (Educational Telecommunications Comm)

B.325419 (35) Agency #83 (Technical Community Colleges)

B.325420 (36) Agency #83 cont. thru Agency #90 (Amer Rev. Bicentennial Comm)

B.325421 (37) Agency #03 (Legislative Council) thru #13 (Education)

B.325422 (38) Agency #14 (Railway Commission) thru #25 (Institutions)  
B.325423 (39) Agency #25 (cont) thru Agency #36 (Racing Commission)  
B.325424 (40) Agency #37 (Workers Comp. Court) thru Agency #50-1 (Chadron State)  
B.325425 (41) Agency #50-2 (Peru State) thru Agency #67 (Equal Opportunity Comm)  
B.325426 (42) Agency #69 (Arts Council) thru #81 (Hall of Fame Comm)  
B.325427 (43) Agency #83 (Community Colleges) thru #90 (Amer Rev Bicentennial Comm)

Acc: R85-21 Budget Requests, State Agencies, 1977-1978

B.325428 (44) Agency #13 (Education) thru #21 (Fire Marshal)  
B.325429 (45) Agency #22 (Insurance) thru #44 (Brd of Nursing)  
B.325430 (46) Agency #46 (Correctional Services) thru #50 (Wayne State)  
B.325431 (47) Agency #49 (College Brd) thru #85 (Retirement Board)  
B.325432 (48) Agency #83 (Technical Community Colleges)

Acc: R87-4 Budget Requests, State Agencies, 1978-1980

B.309353 (51) Agency #3 (Legislative Council) thru #20 (Health)  
B.309354 (52) Agency #2 (Health cont) thru #25 (Institutions-Hastings)  
B.309364 (53) Agency #25 (Institutions-Beatrice) thru #33 (Game & Parks Comm)

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

Acc: R87-4 (cont) 1978-1980

B.309355 (54) Agency #34 (Library Comm) thru #46 (Correctional Services)

B.309356 (55) Agency #46 cont. thru Agency #55 (Soil & Water Conservation Comm)

B.309357 (56) Agency #52 (Brd of Agriculture) thru #71 (Aging Advisory Comm)

B.309358 (57) Agency #72 (Economic Development) thru #89 (Railway Council)

Acc: R88-03 Budget Requests, State Agencies, 1979-1981

B.309359 (58) Agency #3 (Legis. Council) thru #17 (Aeronautics)

B.309360 (59) Agency #17 cont. thru #25 (Institutions)

B.309361 (60) Agency #25 cont. - Institutions

B.309362 (61) Agency #26 (Welfare) thru #41 (Real Estate Commission)

B.309363 (62) Agency #43 (Athletic Comm.) thru #48 (Brd of Sanitarians)

B.309364 (63) Agency #49 (Brd of Education) thru #54 (Historical Society)

B.309365 (64) Agency #55 (Soil & Water Conservation Comm) thru #72 (Economic Dev.)

B.309366 (65) Agency #75 (Investment Council) thru #89 (State Claims Board)

Acc: R89-05 Budget Requests, State Agencies, 1980-1982

Originally accessioned as boxes 309367-309374 (66-73) reorganized

alphabetically and labeled boxes 1 thru 8

B.01 Accountability & Disclosure Commission thru  
Brand Committee

B.02 State Claims Board thru  
Technical Community Colleges

B.03 Coordinating Comm. for Postsecondary Education thru  
Economic Development

B.04 Education, Department of thru  
Historical Society

B.05 Department of Public Institutions

B.06 Indian Commission thru  
State Patrol

B.07 Personnel thru State Treasurer

B.08 University of Nebraska (9 vols) thru Water Resources

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

Acc: R90-3 Budget Requests, State Agencies, 1981-1982

B.305211 (74) Agency #03 (Legislative Council) thru #18 (Agriculture)

B.305212 (75) Agency #19 (Banking & Finance) thru #25 (Institutions)

B.305213 (76) Agency #25 cont. thru #34 (Library Commission)

B.305214 (77) Agency #35 (Liquor Control Comm) thru #46 (Centennial Comm)

B.305215 (78) Agency #47 (ETV Commission) thru #54 (Historical Society)

B.305216 (79) Agency #55 (Soil & Water Conservation Comm) thru

#74 (Committee for Higher Education)

B.305217 (80) Agency #75 (Investment Council) thru #89 (State Claims Board)

Acc: R91-01 Budget Requests, State Agencies, 1982-1984

B.317043 (81) Agency #03 (Legislative Council) thru #17 (Aeronautics)

B.317044 (82) Agency #18 (Agriculture) thru #25 (Institutions)

B.317045 (83) Agency #25 (Institutions, cont.) thru #31 (Military Dept)

B.317046 (84) Agency #32 (Educational Lands & Funds) thru

#46 (Centennial Commission)

B.317047 (85) Agency #46 (cont.) thru #51 (University)

B.317048 (86) Agency #51 cont. thru #68 (Retirement Board)

B.317049 (87) Agency #69 (Arts Council) thru #83 (Community Colleges)

B.317050 (88) Agency #83 - Community Colleges cont.

Agency #84 - Environmental Control

Agency #85 - Retirement Board

Agency #87 - Accountability & Disclosure Commission

Agency #89 - State Claims Board

Agency #90 - Branch Rail Revitalization Comm.

Agency #95 - Wheat Board

Acc: R92-23 Budget Requests, State Agencies, 1983-1985

B.308126 (89) Agency #03 (Legislative Council) thru #14 (Railway Comm.)

B.308127 (90) Agency #15 (Pardons & Paroles) thru #25 (Institutions)

B.308128 (91) Agency #25 (Institutions cont.) thru #27 (Roads)

B.308129 (92) Agency #28 (Veterans Affairs) thru #41 (Real Estate Comm.)

B.308130 (93) Agency #43 (Athletic Commission) thru #49 (Brd of Education)

B.308131 (94) Agency #50 (State Colleges) thru #54 (Historical Society)

B.308132 (95) Agency #55 (Soil & Water Conservation Comm) thru

#74 (Comm for Higher Education)

B.308133 (96) Agency #75 (Investment Council) thru #83 (Community Colleges)

B.308134 (97) Agency #83 cont. thru #90 (Branch Rail Revitalization Comm)

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

Acc.: R93-14 Budget Requests, State Agencies, 1984-1986

B.333334 (98) Agency #03 (Legislative Council) thru #17 (Aeronautics)

B.333335 (99) Agency #18 (Agriculture) thru #26 (Welfare)

B.333336 (100) Agency #27 (Roads) thru #39 (Brand Committee)

B.333337 (101) Agency #40 (Motor Vehicle Dealers Licensing Board) thru  
#48 (Brd of Registration for Sanitarians)

B.333338 (102) Agency #49 (Brd of Education) thru #52 (Brd of Agriculture)

B.333339 (103) Agency #54 (Historical Society) thru #68 (Retirement Board)

B.333340 (104) Agency #69 (Arts Council) thru #83 (Community Colleges)

B.333341 (105) Agency #83 (Community Colleges cont.) thru #89 (State Claims Board)

Acc: R95-08 Budget Requests, State Agencies, 1985-1987

B.323001 (1) Agency #03 (Legislative Council) thru #16 (Revenue)

B.323002 (2) Agency #17 (Aeronautics) thru #26 (Social Services)

B.323003 (3) Agency #27 (Roads) thru #39 (Brand Committee)

B.323004 (4) Agency #40 (Motor Vehicle Dealers Licensing Board) thru  
#46 (Correctional Services)

B.323005 (5) Agency #47 (ETV Commission) thru #51 (University)

B.323006 (6) Agency #51 (University, cont.) thru #66 (Abstractors Brd of Examiners)

B.323007 (7) Agency #67 (Equal Opportunity Comm) thru #83 (Community Colleges)

B.323008 (8) Agency #83 (Community Colleges cont.) thru #90 (Railway Council)

Acc: R99-05 Budget Requests, State Agencies, 1986-1988

B.364468 (1) Agency #03 (Legislative Council) thru #13 (Education)

B.364469 (2) Agency #14 (Public Service Comm.) thru #25 (Institutions)

B.364470 (3) Agency #26 (Social Services) thru #37 (Workers Compensation Court)

B.364471 (4) Agency #38 (Comm. on the Status of Women) thru #46 (Correctional Services)

B.364472 (5) Agency #47 (ETV Commission) thru #52 (Brd of Agriculture)

B.364473 (6) Agency #55 (Natural Resources Comm) thru #71 (Aging)

B.364474 (7) Agency #72 (Economic Development) thru #83 (Community Colleges)

B.364475 (8) Agency #17 (Aeronautics)

Agency #85 - Retirement Board

Agency #87 - Accountability & Disclosure Commission

Agency #88 - Corn Board

Agency #90 - Branch Rail Revitalization Council, 1985-1988

Acc: R2000-3 Budget Requests, State Agencies, 1987-1989

B.364476 (9) Agency #03 (Legislative Council) thru #15 (Pardons & Paroles)

B.364477 (10) Agency #16 (Revenue) thru #24 (Motor Vehicles)

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

Acc: R2000-3 (cont) 1987-1988

B.364478 (11) Agency #25 (Institutions) thru #33 (Game & Parks Comm.)

B.364479 (12) Agency #34 (Library Commission) thru #47 (ETV Commission)

B.364480 (13) Agency #46 (Corrections) thru #48 (Coordinating Commission  
for Postsecondary Education)

B.364481 (14) Agency #50 - State Colleges

B.364482 (15) Agency #51 (University) thru #64 (State Patrol)

B.364483 (16) Agency #65 (DAS) thru #72 (Economic Development)

B.364484 (17) Agency #73 (Landscape Architects) thru #82 (Hearing Impaired)

B.364485 (18) Agency #85 - Retirement Board

Agency #87 - Accountability & Disclosure Commission

Agency #88 - Corn Board

Agency #89 - Risk Management/State Claims Board

Agency #90 - Branch Rail Revitalization Council

Acc: R2001-06 Budget Requests, State Agencies, 1989-1991

B.364486 (19) Agency #03 (Legislative Council) thru #12 (State Treasurer)

Deficit Funding & Adjustments, 1989-1991

B.364487 (20) Agency #13 (Education) thru #21 (Fire Marshal)

B.364488 (21) Agency #22 (Insurance) thru #32 (State Surveyor)

B.364489 (22) Agency #33 (Game & Parks) thru #45 (Barber Examiners)  
B.364490 (23) Agency #46 (Corrections) thru #50 (State Colleges)  
B.364491 (24) Agency #50 (State Colleges cont.) thru #51 (Tech. School of Agriculture)  
B.364492 (25) Agency #51 (University) thru #66 (Abstractors Brd of Examiners)  
B.364493 (26) Agency #67 (Equal Opportunity Comm) thru #77 (Industrial Relations)  
B.364494 (27) Agency #80 (Personnel) thru #90 (Branch Rail Revitalization Council)

Acc: R2003-17 Budget Requests, State Agencies, 1991-1993

B.28991 Agency #03 (Legislative Council) thru #16 (Revenue)  
B.28992 Agency #17 (Aeronautics) thru #27 (Roads)  
B.28993 Agency #28 (Veterans Affairs) thru #38 (Comm. on the Status of Women)  
B.28994 Agency #39 (Brand Committee) thru #48 (CC for Postsecondary Education)  
B.28995 Agency #50 (State Colleges) thru 63 (Brd of Public Accountancy)  
B.28996 Agency #64 (State Patrol) thru #80 (Personnel)  
B.28997 Agency #83 (Community Colleges) thru #90 (Railway Council)  
B.28998 Agency Deficit Requests

Acc: 8/01/2004 Budget Requests, Dept of Economic Development

B.01-02 Budget Requests, 1978-1993 (including some Indian Commission)

## **SUBGROUP TWO BUDGET DIVISION, 1964-current**

Acc: R2004-26 Budget Requests, State Agencies, 1993-1995

B.46241 Agency #03 (Legislative Council) thru #13 (Education)

Agency Deficit Requests

B.46242 Agency #14 (Public Service Comm) thru #29 (Water Resources)

B.46243 Agency #30 (Electrical Board) thru #45 (Barber Examiners)

B.46244 Agency #46 (Correctional Services) thru #48 (CC for Postsecondary Educ.)

B.46245 Agency #50 (State Colleges) thru #51 (University)

B.46246 Agency #51 (University continued)

B.46247 Agency #52 (Brd of Agriculture) thru #72 (Economic Development)

B.46248 Agency #73 (Landscape Architects) thru

Agency #92 - Grain Sorghum Development, Utilization & Marketing Brd

## **SUBGROUP THREE STATE BUILDING DIVISION**

### **SERIES ONE OVERSIZE DRAWINGS, 1932-1965**

OVDrawer 5-4 (K St)

City of Lincoln Drawings

Sewers for the State Capitol #4049, 4193, 1924

Profile & Plat, District #2 (#4194), 1924

Profile & Plat, District #4 (4050), 1924

Plan & Profile Water Feeder Main, 14<sup>th</sup> - 16<sup>th</sup>, L-P, 1955

#### State Agencies

Equal Opportunity Commission (#4163), 1964

Penitentiary Wiring Diagram, Cell House Lighting #4196, 1932

Meginnis & Schaumberg Architects

Roads, 1503 H Street (#4154), 1962

Roads, 1335 H Street (#4156), 1962

Roads, Equipment Yards, 6<sup>th</sup> & South Sts, #4125, 1965

#### **SERIES TWO MINUTES, 1977-current**

Minutes of the State Building Division are microfilmed and stored as security microfilm for the agency

#### **SUBGROUP FOUR INFORMATION MANAGEMENT SYSTEMS, 1973-1975**

#### **SERIES ONE CENTRAL DATA PROCESSING, 1973-1975**

B.01-02 Nebraska Computer Planning, 1973-1975

Studies & Reports (including Governor's Computer

Planning Task Force material)

## **SUBGROUP FIVE MATERIEL DIVISION, 1972 - Current**

### **SERIES ONE ADMINISTRATIVE CORRESPONDENCE, 1974-Current**

B.01 Administration

Annual Financial Reports, 1984-1985

Organizational Charts

Seminars, Meetings

Bi-Weekly Operations Reports

Statewide Inventory System, 1981-1984

Letters of Commendation

Applications

Personnel Information

Personnel Rules & Regulations, 1984

Hiring, Promotion etc.

Classification and Pay Plan, 1985

Training

Insurance

Campaigns, United Way, Savings Bonds

Agency Information

Supervisors meetings/information

NMA

Divisional

Travel Requests

State Printing

State Mail Service

Presort, Inc.

Copy Centers

Central Stores

Surplus Property

Mechanical Services

Audit Reports & Divisional Stats

Publications

Division Policies

Accounting/Billing

**SUBGROUP FIVE MATERIEL DIVISION (cont.)**

**SERIES ONE ADMINISTRATIVE CORRESPONDENCE (cont.)**

B.01 (cont.) Divisional (cont.)

Legal, 1974-1978

Governor

Senators

Public Notices/ Press Releases

Agencies, Bids and Committees

Profit and Loss Statements

Social Services Inserting Operation

Purchasing

Corporate Charge Card, 1985-1990

Procurement Authority

Procurement Manual

Direct Purchase Authority, 1984 - Jan 1986

Purchase Authority (one time)

Authorizing Agents

Vendor Correspondence

Agency Correspondence

Contracts

Bid Net

Lease - Real Property

Lease - Office Space

Purchase Meetings

Minority Purchasing

Cooperative Purchasing

In-State Preference

Bid Applications

Bid Security

B.02 Purchasing, 1981-1986

Rules and Regulations

Correctional Industries

Copy Systems

Printing Procurement Procedures

Minority Business Enterprise

Affirmative Action

General Correspondence-Purchasing

Prime Vendor Concept

Sole Source Procurements

DAS Calendar

Materiel Memo, 1981-1986

Nebraskaland Magazine

## **SUBGROUP FIVE MATERIEL DIVISION (cont.)**

### **SERIES ONE ADMINISTRATIVE CORRESPONDENCE (cont.)**

B.02 (cont.) Purchasing, 1985 (cont.)

State Government Directory

Contractual Services

Purchasing Council

Buyers Monthly Reports

Buyers Requests Status

Vendor Protests

Managers Memos

Class and Commodity Tariffs

Car Purchases, 1982-1985

Vehicle Procurements

Computer Committee

License Plate

Sale of Real Estate

Auto Fleet Insurance Bid

Administration, 1986

Appointments and Resignation

Budget Information

Letters of Commendation

Interoffice Memos

Temporary Workers

Les Friend's Retirement

Travel Requests

Training

NMA

Nebraska Managers Training Program Workshops

Wellness Team

Pending Seminars/Meetings

Membership/Subscriptions

Insurance

State Claims Board

Divisional, 1986

Weekly Operations Report

Operations - General

Print Shop Operations

Print Shop Equipment

Mail Operations

Copy Services

Central Stores

Surplus Property

## **SUBGROUP FIVE MATERIEL DIVISION (cont.)**

### **SERIES ONE ADMINISTRATIVE CORRESPONDENCE (cont.)**

B.03 1986-1988

Divisional, 1986

Accounting/Billing

Proposed Legislature

Audit Reports and Divisional Statistics

Public Notices/Press Releases

Governor

Senators

Agency Correspondence

FY Cut Off Dates

Purchasing, 1986

Purchasing Authority

Direct Purchase Authority, Jan 1986-Jan 1987

Deviations from Direct Purchase Authority

Authorized Agents

General Purchasing Correspondence

Agency Correspondence

Vendor Correspondence

Contracts

Lease - Real Estate Property

Minority Purchasing

License Plates

State Government Directory

Vehicle Procurements

Contractual Services

Purchasing Council

Correctional Industries

Administration, 1987-1988

Peggy Doncheski Planner, 1987

Letters of Commendation

Accidents

Travel Requests

Travel Invoices and Receipts

Meetings

Affirmative Action

Automation

NAS

Profs

Automobiles/Transportation

Bid Letting

## **SUBGROUP FIVE MATERIEL DIVISION (cont.)**

### **SERIES ONE ADMINISTRATIVE CORRESPONDENCE (cont.)**

B.03 (cont) Administration, 1987-1988 cont.

Botts, Elvis

Budget Preparation Instructions, FY 1986-1987

Contracts

Peru State College, 1988

Air Filtration System

Cornhusker State Games

State Directory

E-mail

Equipment and Supplies

Budget and Fiscal Information

Finance and Accounting

Prudential - Bache Securities

*Nebraska Economic Structure*, Bureau of Business Research, UNL

Forms Management

Governor

Legal

Legislation

Loos, Diane

News Release

Office Moves

B. 04 Personnel

NAPE

Seminars/Training

PHRASE

NMTP

NMA

Campaigns, United Way, etc.

Insurance

Parking/Car Pool

Statehouse Observer

Statewide Inventory System

Storage

Travel

Rules and Regulations, 1987

Classification and Pay Plan, 1988

Policy and Procedure

Print Shop

Risk Analysis

General Information

**SUBGROUP FIVE MATERIEL DIVISION (cont.)**

## **SERIES ONE ADMINISTRATIVE CORRESPONDENCE (cont.)**

B.04 (cont) Divisional Correspondence, 1986-1988

Mail Operations

Central Stores

Surplus Property

Accounting/Billing

Purchasing

Proposed Legislation

Direct Purchase Authority

Requests

Senators

Agencies, Boards & Commissions

Purchasing, 1987-1997

General Correspondence

Surveys and Reports

Midwest Buyer's Conference

Nebraska Procurement Manual

Agency Correspondence

PIE Freight Charges, 1992

Vendor Correspondence

Correctional Industries

Sole Source Purchase

Minority Business

Travel Requests

Maintenance Agreements

Postal Form

Personnel Almanacs, 1993-1997

Records Transfers & Dispositions, 1982-1992

Statewide Cost Allocation, 1989-1992

NOTE: Scattered and Scant Correspondence in Storage, 1989-1996

B. 05 Administration, 1995-1998

Accounting

*Nebraska Annual Financial Report*, 1995-1996

Automation

Computer Needs

Computer Programs

Automation Request System

Building Division

Task force for Construction Bidding

Central Data Processing

## **SUBGROUP FIVE MATERIEL DIVISION (cont.)**

### **SERIES ONE ADMINISTRATIVE CORRESPONDENCE (cont.)**

B.05 (cont.) Administration, 1995-1998 (cont.)

Cost Allocation Plan, FY 1998

Chief Information Office

Commendations

Communications

Data Communications Network

Director

Information Management

Legislation

Governor's Legislative Initiatives, Jan 1996

Materiel Division

Personnel

Print Shop

Risk Management

*Success 2000*

Transportation Services Bureau

White House Small Business Conference, 1997

State Agency Correspondence

Accountability and Disclosure Commission

Adjutant General/Military

Aeronautics

Agriculture

Arts Council

Attorney General

Auditor of Public Accounts

Includes *Statewide Single Audit*, 1998

Audit Reports, 1995-1996

Banking and Finance

College Systems, Nebraska State

Chadron State

Wayne State

Commission on Local Government Innovation and Structuring

Correctional Services

Crime Commission

Dry Bean Commission

Economic Development

Computerland

Planning Manuals

Education

School for the Deaf

## **SUBGROUP FIVE MATERIEL DIVISION (cont.)**

### **SERIES ONE ADMINISTRATIVE CORRESPONDENCE (cont.)**

B.05 (cont.) State Agency Correspondence (cont.), 1995-1998

Educational Lands & Funds

Energy Offices

Environmental Quality

Equal Opportunity Commission

Fire Marshal

Games and Parks Commission

Governor

Government Product News

B. 06 State Agency Correspondence (cont), 1995-1998

Health and Human Services

Computers

Health Contracts

WIC Program

Hearing Impaired, Commission on the

Historical Society

Institutions, Dept of Public

Investment Council

Legislative Council

Legislature Laptops

Library Commission

Mexican-American Commission

Motor Vehicle, Department of

Motor Vehicle Industry Licensing Board

State Patrol

Public Accountancy, Brd of

Public Advocacy, Brd of

Public Service Commission

Records Management

Retirement

Revenue - Optical Imaging

Revenue - Correspondence

Roads, Department of

Secretary of State

Social Services, Dept of

Surplus Property

State Treasurer

University of Nebraska

## **SUBGROUP FIVE MATERIEL DIVISION (cont.)**

### **SERIES TWO TOPICAL FILES, 1971-current**

B.01 Motor Fuel Monthly Reports, 1972-1997

B.02 National Association of State Purchasing Officials (NASPO), 1974-1988

Buyer's Information and Rules and Regulations, 1984-1985

Policy & Procedure, 1984-1988

B.03 NASPO, 1985 (host files and minutes)

B.04-05 Budget Files, 1984-1991

B.06 Contracts, Proposals and information

Governor's Mansion, 1974

State Office Building Facility, 1976

OB 113 (K St.) SOB blueprints

Print Shop Facility, 1985

B.07 Contracts and Bids

Audit Bids Social Services, 1985-1986

CA-2493, DAS Accounting, 1986

CA-2665, Aircraft Insurance, 1987

CA-2667, Auto Fleet Insurance, 1987

Investment Council Proposals, May 1986

Library Commission Proposals, 1986

Office Moves

CA-2686, Office Space Proposals, 1987

Merging Agency, Policy Research & Energy

CA2686B, re-bid, Public Service Commission, 1987

Moving Contract, 1987

Roads - Bid of High Pressure Sewer

Storage Space Proposals, 1986

B.08 Contractual Services, Semi-Annual Reports, 1996-1997

Deviation from Contractual Services, 1996

B.09 Weekly Reports, 1990-1993

film

**SERIES THREE STATE STANDARDS COMMITTEE, 1971**

Reel #1 Minutes, 1971

**SUBGROUP FIVE MATERIEL DIVISION (cont.)**

**SERIES FOUR FORMS MANAGEMENT, 1981-1983**

B.01 Cross-Index files: Report (61) thru Publication (91)

Master Form Number Listing, Agency #3 thru #48

B.02 Master Form Number Listing, Agencies 52 thru 95

Forms Management Center Correspondence, Sept 1981 - Mar. 1983

**SERIES FIVE PERSONNEL,**

ADDED ENTRIES:

ACCOUNTING

ADMINISTRATIVE AGENCIES--NEBRASKA

ADMINISTRATIVE MANUALS--NEBRASKA

BUDGET--NEBRASKA

BUILDING MATERIALS

BUILDINGS--REPAIR AND CONSTRUCTION

CAPITOL--NEBRASKA

COMPUTERS--OFFICE EQUIPMENT

CONTRACTS--NEBRASKA

CONTRACTUAL SERVICES--NEBRASKA

Cornhusker State Industries, Lincoln (Neb.)

ECONOMIC POLICY

ELECTRONIC DATA

FINANCE

GOVERNMENT BUILDINGS

IMAGING SYSTEMS

INFORMATION STORAGE AND RETRIEVAL SYSTEMS

INFORMATION TECHNOLOGY--NEBRASKA

LABOR LAWS AND LEGISLATION--NEBRASKA

LEGISLATIVE AUDITING--NEBRASKA

MOTOR FUELS--NEBRASKA

Nebraska. Department of Personnel

NEBRASKA--FINANCE

Nebraska State Building Commission

OCCUPATIONS--NEBRASKA--GOVERNMENT EMPLOYEES

OFFICE EQUIPMENT AND SUPPLIES INDUSTRY

PERSONNEL MANAGEMENT

PETROLEUM INDUSTRY AND TRADE

PRINTING INDUSTRY--NEBRASKA

PUBLIC BUILDINGS

PUBLIC LANDS--NEBRASKA

SOCIAL SECURITY

State of Nebraska vs. Richardson et al (U.S. Dist Court)

SURPLUS COMMODITIES

TELECOMMUNICATION

End of Inventory

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