Agency Name:	Procurement Review Panel		
Agency Code:	S600	Section:	111

Fiscal Year FY 2027-2028
Agency Budget Plan

FORM A - BUDGET PLAN SUMMARY

	For FY 2027-2028, my agency is (mark "X"):	
OPERATING REQUESTS *(FORM B1)*		Requesting General Fund Appropriations.
		Requesting Federal/Other Authorization.
	X	Not requesting any changes.

	For FY 2027-2028, my agency is (mark "X"):	
NON-RECURRING REQUESTS *(FORM B2)*		Requesting Non-Recurring Appropriations.
		Requesting Non-Recurring Federal/Other Authorization.
	X	Not requesting any changes.

	For FY 2027-2028, my agency is (mark "X"):	
CAPITAL REQUESTS *(FORM C)*		Requesting funding for Capital Projects.
	X	Not requesting any changes.

	For FY 2027-2028, my agency is (mark "X"):	
PROVISOS *(FORM D)*		Requesting a new proviso and/or substantive changes to existing provisos.
		Only requesting technical proviso changes (such as date references).
	X	Not requesting any proviso changes.

Please identify your agency's preferred contacts for this year's budget process.

	Name	***Phone***	***Email***
PRIMARY CONTACT:	Pamela Gillins	(803) 734-0660	pamela.gillins@prp.sc.gov
SECONDARY CONTACT:	Stephen O'Keefe	(803) 734-0661	stephen.okeefe@prp.sc.gov

I have reviewed and approved the enclosed FY 2027-2028 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

	Agency Director	***Board or Commission Chair***
SIGN/DATE:		Willie D. Franks 09/17/2026
TYPE/PRINT NAME:		Willie D. Franks

This form must be signed by the agency head – not a delegate.

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FORM E – AGENCY COST SAVINGS AND GENERAL FUND REDUCTION CONTINGENCY PLAN

TITLE	Agency Cost Savings and General Fund Reduction Contingency Plan
AMOUNT	$7,228 *What is the General Fund 3% reduction amount? This amount should correspond to the reduction spreadsheet prepared by EBO.*
ASSOCIATED FTE REDUCTIONS	No FTEs would be reduced *How many FTEs would be reduced in association with this General Fund reduction?*
PROGRAM / ACTIVITY IMPACT	The Procurement Review Panel has one program. General Fund appropriations support the Panel's statutory responsibiltiy to provide de novo administrative review of procurement matters arising under the South Carolina Consolidated Procurement Code, including protests of solicitations and contract awards, suspensions and debarments, contract controversies, and other matters within the Panel's statutory jurisdiction. General Funds support the personnel and operating expenses necessary to administer these proceedings and issue final decisions. *What programs or activities are supported by the General Funds identified?*
SUMMARY	To implement the required $7,228 General Fund reduction while minimizing the impact on the Panel's statutory responsibilities, the Panel would eliminate its Westlaw legal research subscription. The subscription currently costs $688.93 per month, or $8,267.16 annually ($688.93 × 12), which is sufficient to absorb the required $7,228 reduction. Elimination of the subscription would not reduce FTEs or eliminate any of the Panel's statutory functions. Legal research would instead be conducted through available alternative sources. This would increase the time required for some legal research and reduce research efficiency but would allow the Panel to absorb the reduction without reducing personnel or materially limiting its ability to provide administrative review. Because the Panel has a small staff and a single statutory program, eliminating this operating expense would have less impact on service delivery than reducing personnel or other essential operating expenditures.

Please provide a detailed summary of service delivery impact caused by a reduction in General Fund Appropriations and provide the method of calculation for anticipated reductions. Agencies should prioritize reduction in expenditures that have the least significant impact on service delivery.

AGENCY COST SAVINGS PLANS

The Panel does not have discretionary operating expenditures sufficient to generate annual cost savings exceeding $50,000 without materially impairing its ability to perform its statutory responsibilities. The Panel operates a single program with a small staff, and its expenditures are concentrated in personnel and the basic operating costs necessary to administer requests for review and support Panel proceedings. Accordingly, a reduction exceeding $50,000 could not be achieved through operating efficiencies or discretionary expenditure reductions alone and would necessarily affect the Panel's ability to perform its statutory functions. The Panel therefore has no cost savings plan exceeding $50,000 from which funds could be repurposed.

What measures does the agency plan to implement to reduce its costs and operating expenses by more than $50,000? Provide a summary of the measures taken and the estimated amount of savings. How does the agency plan to repurpose the savings?