Fund Summary

Fund Name : **Contractor Responsibility Fund**
Business Area Name : **Office of Business Opportunity**
Fund No./Bus. Area No. : **2424 / 5100**

	FY2014 Current Budget	FY2014 Estimate	FY2015 Budget
Beginning Fund Balance	3,075,308	3,075,308	**2,035,663**
Current Revenues	471,614	471,614	**421,876**
Total Available Resources	3,546,922	3,546,922	**2,457,539**
Maintenance and Operations	711,259	711,259	**910,577**
Other Interfund Transfers	800,000	800,000	**400,000**
Total Expenditures	1,511,259	1,511,259	**1,310,577**
Planned Ending Fund Balance	2,035,663	2,035,663	**1,146,962**
Total Budget	3,546,922	3,546,922	**2,457,539**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	2,035,663	2,035,663	**1,146,962**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2014 Budget, the FY2014 Estimate and the FY2015 Budget for the Contractor Responsibility Fund. Also included are the beginning and ending fund balance, total revenues and total expenditures.

The Contractor Responsibility Fund was established with ordinance 2007-534 in July 2007. Through the implementation Executive Order 1-7, the City of Houston created the Pay or Play Program (POP), which is administered by the Office of Business Opportunity.

The Pay or Play program is designed to foster health care options for the citizens of Houston and Harris County area, create a level playing field for contractors bidding on City of Houston projects and defray the cost of the local uninsured workforce. Pursuant to Executive Order 1-7, contractors subject to Pay or Play are required to offer employees a minimal level of health benefits. Contractors who do not provide health benefits to their employees will contribute $1 for each regular hour of work performed by covered employees on a covered City contract. The revenue collected from the Contractor Responsibility Fund is used to offset the cost of uninsured citizens in the Houston and Harris County area. Currently, the revenue is used to support health programs such as the Care Houston Program, Tex-Health Harris County 3-Share Program, and the Alternative Transportation Program as well as the cost associated with administering the program.

The Care Houston Program is a collaboration between the Houston Fire Department (HFD) and Health & Human Services Department (HHS) to decrease the volume of non-emergency calls for Emergency Medical Services (EMS) and reduce the use of HFD personnel for non-emergency responses. The program requires EMS to identify residents who have made more than five emergency calls in a 90-period and forward the information to HHS. HHS staff contacts the resident and if she/he agrees to participate in the program, a nurse case manager makes a home visit, conducts a needs assessment, assists the resident in devising a service plan, and provides social and medical referrals as needed.

The TexHealth Harris County 3-Share Plan uses the Contractor Responsibility Fund to subsidize insurance premiums for small business owners who have been unable to provide health coverage to their employees due to high premiums and administrative costs. This plan has afforded businesses an opportunity to participate in a low-cost program that benefits not only the employee but, the employer as well.

The Alternative Transportation Program (ATP) is a collaboration among Harris County Healthcare Alliance, Houston Fire Department, Harris County RIDES, and Community Health Centers. ATP provides non-emergent 9-1-1 callers with the option of a no-cost cab ride to an emergency department or a community health center. It also provides the option of scheduling an appointment at a community health center at no charge to the caller. This helps divert from the emergency medical system those patients who do not need emergency care and can benefit more from primary care services.

Business Area Budget Summary

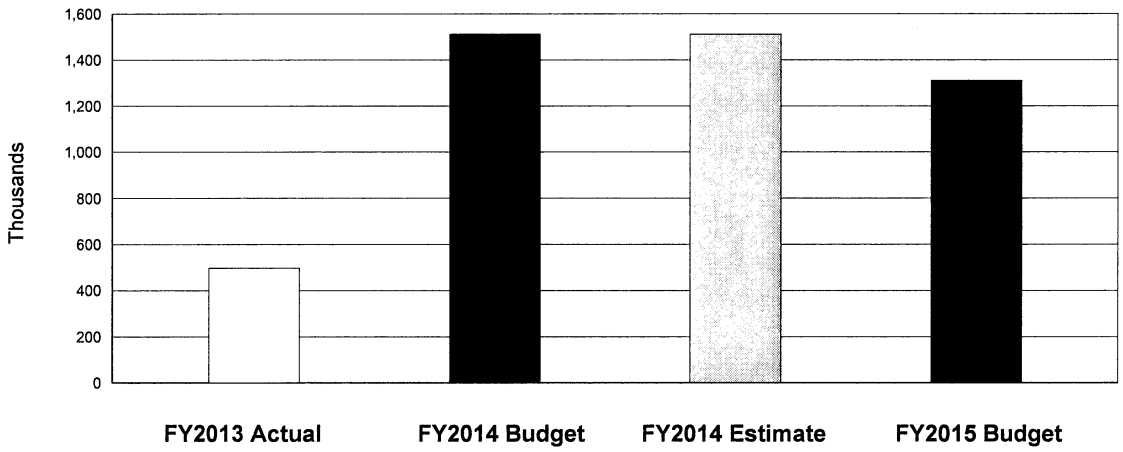
Fund Name : Contractor Responsibility Fund
Business Area Name : Office of Business Opportunity
Fund No./Bus. Area No. : 2424 / 5100

		FY2013 Actual	FY2014 Current Budget	FY2014 Estimate	FY2015 Budget
Expenditures	Personnel Services	111,888	117,645	117,645	**122,508**
	Other Services and Charges	386,302	593,614	593,614	**788,069**
	Total M & O Expenditures	498,190	711,259	711,259	**910,577**
	Debt Service & Other Uses	0	800,000	800,000	**400,000**
	Total Expenditures	498,190	1,511,259	1,511,259	**1,310,577**
Revenues		738,440	471,614	471,614	**421,876**
Staffing	Full-Time Equivalents - Civilian	2.0	2.0	2.0	**2.0**
	Full-Time Equivalents - Classified	0.0	0.0	0.0	**0.0**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	2.0	2.0	2.0	**2.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o The FY2015 Budget provides funding for health benefits, pension contributions, and municipal employees 3% pay increases.
- o Continue commitment to support the Care Houston Program with estimated costs of $400,000.
- o Decrease support for the Tex-Health Harris County 3 Share Plan due to anticipation of more enrollees signing up for healthcare through the Affordable Care Act Marketplace and less through the Tex-Health Harris County 3 Share Plan.
- o Increase support for the Alternative Transportation Program for additional expenses as the program continues to evolve and increase the capacity to serve the community in FY2015.

Contractor Responsibility Fund
Office of Business Opportunity
Expenditure Summary



Business Area Performance Measures

Fund Name : Contractor Responsibility Fund
Business Area Name : Office of Business Opportunity
Fund No./Bus Area No. : 2424 / 5100

Performance Measure	Priority	FY2013 Actual	FY2014 Budget	FY2014 Estimate	FY2015 Budget
% Play Option Contracts	J	43%	40%	40%	40%
Expenditures Budget vs Actual Utilization	F	69%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	101%	100%	100%	100%

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : **Contractor Responsibility Fund**
Business Area Name : **Office of Business Opportunity**
Fund No./Bus Area No. : **2424 / 5100**

Division Description	FY2013 Actual		FY2014 Estimate		FY2015 Budget	
	FTEs	Cost $	FTEs	Cost $	FTEs	Cost $
Certification & Compliance 510002						
This section provides oversight of the Pay or Play program and is responsible for program revenue collections, administrative operations, financial oversight and monitoring of funds.	2.0	498,190	2.0	1,511,259	**2.0**	**1,310,577**
Total	2.0	498,190	2.0	1,511,259	**2.0**	**1,310,577**

Business Area Roster Summary

Fund Name : Contractor Responsibility Fund
Business Area Name : Office of Business Opportunity
Fund No./Bus Area No. : 2424 / 5100

Job Description	Pay Grade	FY2014 Current Budget FTE	FY2015 Budget FTE	Change
ADMINISTRATIVE ASSOCIATE	13	1.0	1.0	
CONTRACT ADMINISTRATOR	22	1.0	1.0	
Total FTEs		**2.0**	**2.0**	**0.0**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**2.0**	**2.0**	**0.0**

Business Area Revenue Summary

Fund Name : Contractor Responsibility Fund
Business Area Name : Office of Business Opportunity
Fund No./Bus Area No. : 2424 / 5100

Commit Item	Description	FY2014 Current Budget	FY2014 Estimate	FY2015 Budget
5100020001	**Certification & Compliance**			
432010	Interest on Pooled Investments	12,664	20,000	**21,876**
434355	Pay or Play Revenue	458,950	451,614	**400,000**
Total	**Certification & Compliance**	**471,614**	**471,614**	**421,876**
Total	**Office of Business Opportunity**	**471,614**	**471,614**	**421,876**

Business Area Expenditure Summary

Fund Name : **Contractor Responsibility Fund**
Business Area Name : **Office of Business Opportunity**
Fund No./Bus. Area No. : **2424 / 5100**

Commit Item	Description	FY2013 Actual	FY2014 Current Budget	FY2014 Estimate	FY2015 Budget
500010	Salary Base Pay - Civilian	77,919	80,649	80,649	**83,115**
501070	Pension - Civilian	16,752	18,299	18,299	**21,078**
502010	FICA - Civilian	5,849	6,170	6,170	**6,359**
503010	Health Ins-Act Civilian	10,739	11,816	11,816	**11,214**
503015	Basic Life Insurance - Active Civilian	47	63	63	**48**
503060	Long Term Disability-Civilian	169	170	170	**170**
503090	Workers Compensation-Civilian-Admin	413	478	478	**524**
Total	**Personnel Services**	**111,888**	**117,645**	**117,645**	**122,508**
520109	Medical Dental & Laboratory Services	0	0	64	**64**
520114	Miscellaneous Support Services	386,302	589,576	589,512	**783,217**
521630	GIS Revolving Fund Services	0	0	0	**111**
521730	Parking Space Rental	0	577	577	**577**
522205	Metro Commuter Passes	0	1,775	1,775	**1,775**
522721	Interfund HR Client Services	0	1,603	1,603	**2,232**
522722	KRONOS Service Chargeback	0	83	83	**93**
Total	**Other Services and Charges**	**386,302**	**593,614**	**593,614**	**788,069**
532025	Transfers to Special Revenues	0	800,000	800,000	**400,000**
Total	**Debt Service and Other Uses**	**0**	**800,000**	**800,000**	**400,000**
	Grand Total Expenditures	**498,190**	**1,511,259**	**1,511,259**	**1,310,577**