Fund Summary

Fund Name : **In-House Renovation**
Business Area Name : **General Services**
Fund No./Bus. Area No. : **1003 / 2500**

	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Beginning Fund Balance	21,161	21,161	**21,161**
Revenues	3,137,819	3,137,819	**3,506,302**
Expenditures	3,137,819	3,137,819	**3,506,302**
Revenues Over/(Under) Expenditures	0	0	**0**
Ending Fund Balance	21,161	21,161	**21,161**
Fund Balance Distribution:			
Non-Spendable	0	0	**0**
Restricted	21,161	21,161	**21,161**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The In-House Renovation Fund was established in March 1993 to fund renovations and reconstructions of fire stations and facilities. The program, Fire Stations-to-Standard, includes facilities that are completely renovated to a standard that provides an adequate working and living environment for Fire Fighters, as well as support staff. Costs will be collected in this fund and billed to bond funds for those projects that result in permanent improvements to facilities (i.e. fire stations and facilities must have an extended and useful life of more than twelve years to qualify).

The FY2012 Budget includes funding to renovate and/or reconstruct fire stations and facilities, and manage construction of various HFD CIP projects.

The long-term goal is to bring all fire stations and city facilities up to energy efficiency standards.

Business Area Budget Summary

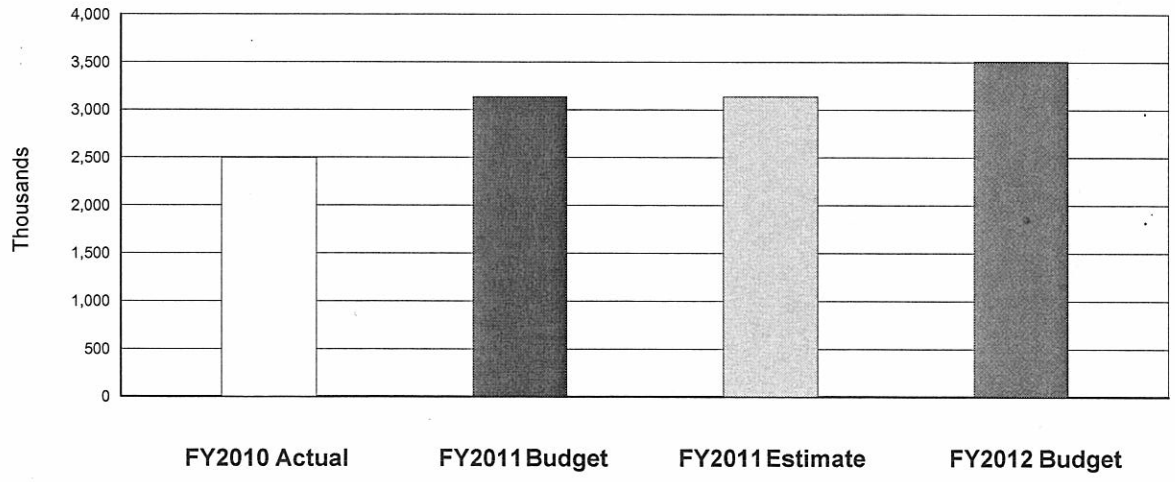
Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus. Area No. : 1003 / 2500

		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	1,525,905	1,958,090	1,958,090	**2,150,168**
	Supplies	324,205	539,410	539,410	**507,467**
	Other Services and Charges	648,716	640,319	640,319	**848,667**
	Non-Capital Equipment	0	0	0	**0**
	Total M & O Expenditures	2,498,826	3,137,819	3,137,819	**3,506,302**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditures	2,498,826	3,137,819	3,137,819	**3,506,302**
Revenues		2,498,826	3,137,819	3,137,819	**3,506,302**
Staffing	Full-Time Equivalents - Civilian	27.8	30.0	28.0	**30.0**
	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	27.8	30.0	28.0	**30.0**
	Full-Time Equivalents - Overtime	1.0	0.3	0.3	**0.1**

Significant Budget Changes and Highlights

- o Complete full renovation of Fire Station 56
- o Utilize our In-House Renovation Team on projects that produce cost savings versus contractors.

In-House Renovation
General Services
Expenditure Summary



Division Mission and Performance Measures

Fund Name : **In-House Renovation**
Business Area Name : **General Services**
Fund No./Bus Area No. : **1003 / 2500**

Name: GSD - Design & Constr - Sustainability -- 250003

Mission: To identify and implement energy conservation measures in City facilities.

Goal: Identify funding to implement recommendations from energy audits of City facilities.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Facilities Audited	N/A	N/A	**155**

Name: GSD - In-House Renovation -- 250005

Mission: To become the "provider of choice" by delivering quality maintenance, repair and renovation services to our clients which allows them to focus on their core businesses.

Goal: 1) Renovate/reconstruct Fire Stations 25 and 30. 2) Understand best practices in building renovations to establish baselines for future data tracking. 3) Assess facilities to gain an understanding of building conditions and renovations needed. 4) Prioritize list and begin process of improving facilities. 5) Work with the Sustainability Division to implement energy efficiency measures in renovations.

Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Customer Service Rating	N/A	N/A	**4.25**
Sq. Ft. Renovation HFD	20,015	25,320	**20,000**
Sq. Ft. Renovation Other	29,000	13,565	**15,000**
Lost time No. Indicators	3	1	**1**

Division Summary

Fund Name : **In-House Renovation**
Business Area Name : **General Services**
Fund No./Bus Area No. : **1003 / 2500**

Division Description	FY2010 Actual FTEs	FY2010 Actual Cost $	FY2011 Estimate FTEs	FY2011 Estimate Cost $	FY2012 Budget FTEs	FY2012 Budget Cost $
GSD - Design & Constr - Sustainability 250003						
Perform energy audits at city owned facilities.	0.0	0	0.0	0	**0.0**	**200,000**
GSD - In-House Renovation 250005						
In-house staff perform capital improvements to various city facilities and emergency repairs affecting life safety issues, including the renovation and re-construction of fire stations and other work space renovations, build-outs, upgrades, structural issues and expansion needs requested by client departments.	27.8	2,498,826	28.0	3,137,819	**30.0**	**3,306,302**
Total	27.8	2,498,826	28.0	3,137,819	**30.0**	**3,506,302**

Business Area Roster Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus Area No. : 1003 / 2500

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
CARPENTER LEADER	19	3.0	3.0	
CHIEF STATIONARY ENGINEER	19	1.0	1.0	
ELECTRICAL SUPERINTENDENT	26	1.0	1.0	
ELECTRICAL SUPERVISOR	24	1.0	1.0	
ELECTRICIAN	18	4.0	4.0	
MAINTENANCE MECHANIC III	14	16.0	15.0	(1.0)
MAINTENANCE SUPERVISOR	16	1.0	2.0	1.0
PAINTER LEADER	15	1.0	0.0	(1.0)
PLUMBER LEADER	18	1.0	1.0	
SUPERINTENDENT	24	1.0	2.0	1.0
Total FTEs		**30.0**	**30.0**	**0.0**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**30.0**	**30.0**	**0.0**

Business Area Revenue Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus Area No. : 1003 / 2500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2500030001	**GSD - Design & Constr**			
452020	Recoveries & Refunds	0	0	**200,000**
2500050001	**GSD - In-House Renovation**			
425100	Indirect Cost Recovery-Other	137,819	137,819	**306,302**
452020	Recoveries & Refunds	3,000,000	3,000,000	**3,000,000**
Total	**GSD - In-House Renovation**	**3,137,819**	**3,137,819**	**3,306,302**
Total	**General Services**	**3,137,819**	**3,137,819**	**3,506,302**

Business Area Expenditure Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus. Area No. : 1003 / 2500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	964,868	1,285,825	1,285,825	**1,340,731**
500060	Overtime - Civilian	17,147	40,000	40,000	**10,000**
500110	Bilingual Pay - Civilian	904	1,807	1,807	**0**
501070	Pension - Civilian	176,650	190,707	190,707	**241,329**
501120	Termination Pay - Civilian	0	35,382	35,382	**0**
502010	FICA - Civilian	90,429	100,127	100,127	**103,334**
503010	Health Ins-Act Civilian	224,775	241,860	241,860	**292,678**
503015	Basic Life Insurance - Active Civilian	704	782	782	**796**
503050	Health/Life Insurance - Retiree Civilian	11,037	14,000	14,000	**14,000**
503060	Long Term Disability-Civilian	2,379	2,550	2,550	**2,550**
503090	Workers Compensation-Civilian-Admin	5,066	6,300	6,300	**6,000**
503100	Workers Compensation-Civilian-Claim	26,880	37,700	37,700	**137,700**
504030	Unemployment Claims - Administration	5,066	1,050	1,050	**1,050**
Total	**Personnel Services**	**1,525,905**	**1,958,090**	**1,958,090**	**2,150,168**
511010	Chemical Gases & Special Fluids	0	3,000	3,000	**0**
511015	Cleaning & Sanitary Supplies	138	0	0	**0**
511020	Construction Materials	102,872	183,857	183,857	**184,000**
511025	Electrical Hardware & Parts	50,808	124,005	124,005	**124,000**
511030	Mechanical Hardware & Parts	2,974	7,011	7,011	**7,000**
511035	Meters Hydrants & Plumbing Supplies	46,053	76,709	76,709	**65,967**
511045	Computer Supplies	0	5,000	5,000	**0**
511050	Paper & Printing Supplies	1,937	108	108	**0**
511070	Miscellaneous Office Supplies	16,729	4,703	7,703	**5,000**
511095	Small Technical & Scientific Equipment	3,052	0	0	**0**
511110	Fuel	429	15,000	15,000	**5,000**
511115	Vehicle Repair & Maintenance Supplies	1,335	4,562	4,562	**4,500**
511120	Clothing	0	810	810	**0**
511145	Small Tools & Minor Equipment	7,802	12,000	12,000	**12,000**
511150	Miscellaneous Parts & Supplies	90,076	102,645	99,645	**100,000**
Total	**Supplies**	**324,205**	**539,410**	**539,410**	**507,467**
520100	Temporary Personnel Services	92,462	5,638	5,368	**0**
520101	Janitorial Services	2,337	5,000	5,000	**5,000**
520105	Accounting & Auditing Services	0	0	0	**200,000**
520106	Architectural Services	18,225	53,302	53,302	**80,000**
520109	Medical Dental & Laboratory Services	0	100	100	**100**
520118	Refuse Disposal	0	6,000	6,000	**5,000**
520120	Communications Equipment Services	16,033	20,000	20,000	**20,000**
520123	Vehicle & Motor Equipment Services	22,790	25,000	25,000	**20,000**
520124	Other Equipment Services	102	2,000	2,000	**2,000**
520126	Construction Site Work Services	18,470	40,000	40,000	**40,000**
520127	Structural Construction Work Services	0	1,000	1,000	**1,000**
520128	Other Construction Work Services	123,079	60,500	90,500	**60,500**
520141	Engineering Services	30,116	60,071	60,071	**66,767**
520520	Printing & Reproduction Services	3,454	3,500	3,500	**3,500**
520710	State/Federal Inspection Fees	0	500	500	**0**
520765	Membership & Professional Fees	1,400	1,790	1,790	**1,000**
520805	Education & Training	190	310	310	**300**
521405	Building Maintenance Services	287,608	314,460	284,311	**315,000**
521415	Land and Grounds Maintenance	0	3,800	3,800	**4,000**
521610	Voice Services	0	1,100	1,100	**1,000**
521620	Voice Equipment	3,119	1,094	1,094	**1,000**
521630	GIS Revolving Fund Services	0	1,140	1,140	**0**

Business Area Expenditure Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus. Area No. : 1003 / 2500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521705	Vehicle/Equipment Rental/Lease	1,549	0	419	**0**
521725	Other Rental	2,701	11,480	11,480	**2,500**
522305	Freight Charges	0	100	100	**0**
522430	Miscellaneous Other Services & Charges	25,081	21,579	21,579	**20,000**
522760	Interfund Billing & Collection Service	0	855	855	**0**
Total	**Other Services and Charges**	**648,716**	**640,319**	**640,319**	**848,667**
	Grand Total Expenditures	**2,498,826**	**3,137,819**	**3,137,819**	**3,506,302**