

FISCAL YEAR 2008 BUDGET

Fund Summary

Fund Name : CIP Cost Recovery
Fund No./Bus. Area No. : 1001 / 2000 / 2500

	<u>FY2007 Budget</u>	<u>FY2007 Estimate</u>	<u>FY2008 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	33,705,792	29,800,859	32,940,798
Total Available Resources	<u>33,705,792</u>	<u>29,800,859</u>	<u>32,940,798</u>
Maintenance and Operations	33,705,792	29,800,859	32,940,798
Total Expenditures	<u>33,705,792</u>	<u>29,800,859</u>	<u>32,940,798</u>
Planned Ending Fund Balance	0	0	0
Total Budget	<u>33,705,792</u>	<u>29,800,859</u>	<u>32,940,798</u>

The above summarizes the FY2007 Budget, FY2007 Estimates and the FY2008 Budget for the CIP Cost Recovery Fund. Also included are the projected beginning and ending fund balances, total available resources and total expenditures.

The CIP Cost Recovery Fund was established to segregate those activities in the General Fund and Combined Utility Service (CUS) Fund that are in direct support of the City's CIP program. These activities encompass a variety of divisions within the department, with the majority of the activities being within the Engineering & Construction Division. The costs of these activities are recovered from the appropriate CIP fund through the use of time sheets provided by the operating divisions. Included in the charge-back is an overhead surcharge that pays for administrative costs provided by the fund's management and support staff. An additional amount is included in the surcharge that pays for the fund's indirect cost allocation as calculated by Finance & Administration Department as part of the indirect cost allocation program. Those funds collected for the indirect cost allocation will be remitted to the General Fund's General Government program at fiscal year-end.

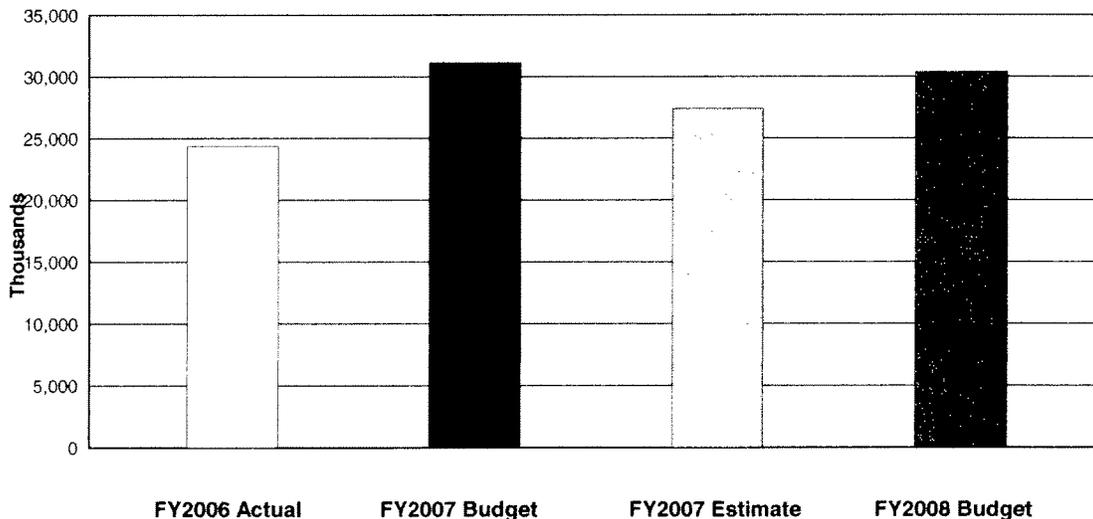
The primary areas of focus for the CIP Cost Recovery Fund are:

- o Continue to design and construct the City's public infrastructure so that quality capital projects are delivered in a timely fashion, within budget and with minimal inconvenience to the citizens of the City.
- o Continue to assess and revise policies and procedures in order to improve efficiency and effectiveness in the management of the City's CIP program.
- o Continue to refine the requirements for City's contractors so as to streamline the delivery of services.
- o Continue to coordinate infrastructure improvements within the City limits sponsored by other governmental entities in order to ensure quality work.

FISCAL YEAR 2008 BUDGET

Business Area Budget Summary					
Fund Name : CIP Cost Recovery					
Business Area Name : Public Works & Engineering					
Fund No./Bus. Area No. : 1001 / 2000					
		FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Expenditures	Personnel Services	18,664,559	24,118,569	21,895,746	24,595,726
	Supplies	297,435	371,500	309,205	383,260
	Other Services and Charges	5,378,262	6,466,546	5,032,298	5,236,315
	Non-Capital Equipment	11,444	165,080	165,080	151,820
	Total M & O Expenditures	24,351,700	31,121,695	27,402,329	30,367,121
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	24,351,700	31,121,695	27,402,329	30,367,121
Revenues		24,503,900	31,121,695	27,402,329	30,367,121
Staffing	Full-Time Equivalents - Civilian	274.5	336.3	294.5	328.6
	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	274.5	336.3	294.5	328.6
	Full-Time Equivalents-Overtime	4.8	4.7	6.0	7.5
Budget Highlights	<ul style="list-style-type: none"> o Concerted new effort to update standards for infrastructure (design guide details specifications). o Further development and implementation of management system for CIP projects and the Department's CIP programs. o The Division and Department refined procedures for engineer selection and procurement, and standard forms for engineering and construction management contracts, to improve the timely deliver of quality projects. o Continued implementation of electronic filing system. For at least the next two years, we will operate a hybrid filing system, with a hard-copy file room on each of the two floors at 611 Walker and an electronic filing system on the division's project management system (CIPMS). o Planning Division OCE continues to implement Standards Review Process. Planning Branch provides year round planning and appropriation tracking of CIP projects. Stormwater quality support for MS4 permit and pending TMDL improvements with PWE CIP projects. 				

**CIP Cost Recovery
Public Works & Engineering
Expenditure Summary**



FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary									
Fund Name : CIP Cost Recovery Business Area Name : Public Works & Engineering Fund No./Bus Area No. : 1001 / 2000									
Performance Measures	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Program supported		100%			100%			100%	
		1.4	73,801		2.3	133,083		0.0	183,375
Salary Recovery Timesheets		100%			100%			100%	
Financial Reporting & Docs		100%			100%			100%	
Project Contract Closeout		100%			100%			100%	
Jt. Funded Reimbursement		100%			100%			100%	
Pay Estmates Processed		N/A			100%			100%	
		11.6	719,987		13.4	3,394,986		16.0	3,181,796
Respond to resq. 2day(avg)		100%			100%			100%	
GIS data updates 1st mon.		100%			100%			100%	
Development on schedule		100%			100%			100%	
2 hour respond to helpdesk		100%			100%			100%	
Deliver maps w/i 3 days		100%			100%			100%	
		6.5	545,569		7.5	655,058		11.0	857,474
No. customer requests		5,000			7,000			7,000	
No. of DPC Projects		30			31			35	
		12.4	1,392,999		15.6	1,549,785		16.7	1,629,631
Create CIP & track targets		100%			100%			100%	
		6.0	476,276		7.5	738,486		9.0	832,705
Parcels of land acquired		416			421			420	
Appraisals prepare/review		770			650			700	
		25.1	1,766,860		27.3	2,237,489		33.3	2,817,976

FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary	
Fund Name : CIP Cost Recovery Business Area Name : Public Works & Engineering Fund No./Bus Area No. : 1001 / 2000	
Cost Center Description	Cost Center Objectives
PWE-Administration 2000070001 Manage personnel, training, budget, purchasing, information technology, inventory, and safety for Engineering and Construction Division. Investigate and respond timely to 311 requests, coordinate RCA Contract Legal Review for division, manage Substitute Services.	Provide administrative support for all E&C staff; provide prompt and thorough investigations of citizen complaints. Ensure accuracy of RCA items and ensure inclusion on council agenda. Coordinate service requests. Respond to TPIA requests within mandated timelines.
PWE-Engineering 2000070002 Provide engineering design services for street and bridge, water, wastewater and storm water infrastructure and award construction contracts. In addition, coordinate infrastructure improvements sponsored by other government agencies in the Houston Area.	Accomplish high quality engineering and design CIP projects for street and bridge, drainage, water and wastewater system infrastructure on timely basis. Award design contracts within 75 days of approval; award construction within 55 days of bid date.
PWE-Construction 2000070003 Provide construction management for streets, bridges, sidewalks, stormwater, water and wastewater infrastructure. Provide land boundary and topographical survey, ROW document review, and plan reviewed for survey compliance for CIP program	Manage CIP construction to accomplish completed projects on time, with quality and minimal adverse impact to the community. Prepare and process pay estimates and change orders timely. Prepare and process Council action for accepting projects with prompt response.
PWE-Engineer & Construction Mgmt. 2000070004 Provide executive oversight for Engineering and Construction Division to ensure the efficient implementation of the CIP.	Manage and execute capital program for infrastructure so that scheduled projects are engineered with quality and value and that projects are built timely, with quality, within budget, and with minimum adverse impact on the public.
PWE-Geo-Environmental Services 2000070005 Provide functions related to Engineering testing and Environmental contracts, geotechnical investigations, and environmental surveys for items such as asbestos and lead related to construction projects. Issue environmental permits according to City Ordinance.	Effectively manage Construction/Materials testing support, review qualifications of testing labs and assign testing labs to construction projects within 5 business days. Provide technical assistance for environmental issues across the Department.

FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary									
Fund Name : CIP Cost Recovery Business Area Name : Public Works & Engineering Fund No./Bus Area No. : 1001 / 2000									
Performance Measures	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Respond to 3-1-1 requests within 21 days		96.6%			97%			97%	
Closure on Serv. req. SSP		100%			97%			95%	
Closure on TPIA Request		100%			95%			100%	
Complete status reports		99%			100%			99%	
		15.5	5,190,407		15.9	1,990,698		16.4	2,094,056
Prep. awards eng. contract		40			21			20	
Award Const. contracts		91			80			80	
Prep Interagency Ord.		15			30			30	
Con.asphalt overlay(miles)		70			75			75	
Con.sidewalks (miles)		16			16			16	
		89.0	6,268,541		90.2	7,423,610		95.5	8,270,955
Contract Completion on Sch		95%			95%			95%	
Process pay estimates		15			15			15	
Proj.completion w/i budget		95%			95%			95%	
No. of Surveys completed		300			300			300	
Initiate survey w/i 5 days		95%			95%			95%	
		93.6	6,727,607		100.5	7,849,423		112.7	8,804,419
Implement CIP		100%			100%			100%	
		3.1	325,840		3.4	433,217		6.0	646,105
Testing con. suppl. issued		79			80			80	
Projects Supported		111			100			100	
Assign testing con. 5 days		100%			100%			100%	
Issue environmental monitoring well permits		N/A			100			100	
		10.3	863,813		10.9	996,494		12.0	1,048,629
Total		<u>274.5</u>	<u>24,351,700</u>		<u>294.5</u>	<u>27,402,329</u>		<u>328.6</u>	<u>30,367,121</u>

FISCAL YEAR 2008 BUDGET

Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
ACCOUNTANT ASSOCIATE	14	1.0	1.0	
ADMINISTRATION MANAGER	26	5.0	5.0	
ADMINISTRATIVE AIDE	10	6.0	5.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	21.0	20.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	8.0	9.0	1.0
ADMINISTRATIVE COORDINATOR	24	12.0	14.0	2.0
ADMINISTRATIVE SPECIALIST	20	13.0	12.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	4.0	3.0	(1.0)
ASSISTANT DIRECTOR(EXE LEV)	32	2.0	2.0	
ASSISTANT DIRECTOR-PUBLIC WORKS(EXE LEV)	34	5.0	5.0	
ASSISTANT PROJECT MANAGER	20	4.0	4.0	
CHIEF INSPECTOR	27	1.0	1.0	
CHIEF SURVEYOR	28	1.0	1.0	
CLERK	05	0.0	1.0	1.0
COMMUNITY SERVICE INSPECTOR	16	1.0	1.0	
CONTRACT COMPLIANCE OFFICER	15	1.0	0.0	(1.0)
CUSTOMER SERVICE REPRESENTATIVE I	13	3.0	2.0	(1.0)
CUSTOMER SERVICE REPRESENTATIVE III	16	0.0	1.0	1.0
DEPUTY DIRECTOR-PUBLIC WORKS(EXE LEV)	36	1.0	1.0	
DIVISION MANAGER	29	4.0	4.0	
ENGINEER	26	16.0	18.0	2.0
ESTIMATOR	17	3.0	0.0	(3.0)
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	
EXECUTIVE STAFF ANALYST(EXE LEV)	30	1.0	1.0	
FINANCIAL ANALYST II	18	2.0	0.0	(2.0)
FINANCIAL ANALYST III	21	2.0	2.0	
FINANCIAL ANALYST IV	25	1.0	1.0	
GIS ANALYST	20	1.0	1.0	
GIS TECHNICIAN	12	1.0	1.0	
GRADUATE ENGINEER	22	16.0	15.0	(1.0)
INSPECTOR	18	41.0	41.0	
INSPECTOR TRAINEE	12	6.0	6.0	
INSTRUMENT PERSON	11	4.0	4.0	
IS PROJECT MANAGER	28	0.0	1.0	1.0
MANAGEMENT ANALYST II	18	3.0	1.0	(2.0)
MANAGEMENT ANALYST III	21	2.0	5.0	3.0
MANAGEMENT ANALYST IV	25	3.0	3.0	
MANAGING ENGINEER	31	13.0	12.0	(1.0)
MESSENGER	06	2.0	2.0	
OFFICE SERVICE MANAGER	23	0.0	1.0	1.0
OFFICE SUPERVISOR	17	2.0	3.0	1.0
PARTY CHIEF	19	4.0	4.0	
PLANNER LEADER	24	1.0	1.0	
PROGRAMMER ANALYST II	19	1.0	1.0	
PROGRAMMER ANALYST III	22	1.0	1.0	
PROGRAMMER ANALYST IV	25	1.0	0.0	(1.0)
PROJECT MANAGER	24	14.0	14.0	
PROJECT TECHNICIAN I	08	1.0	1.0	
PROJECT TECHNICIAN II	13	3.0	3.0	
PROJECT TECHNICIAN III	17	8.0	9.0	1.0
PROJECT TECHNICIAN IV	20	2.0	4.0	2.0

FISCAL YEAR 2008 BUDGET

Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
PROPERTY AGENT	17	5.0	3.0	(2.0)
REAL ESTATE SUPERVISOR	21	1.0	1.0	
RECORDS SUPERVISOR	18	1.0	1.0	
RECORDS TECHNICIAN	09	2.0	2.0	
RODPERSON	05	2.0	2.0	
SENIOR ACCOUNT CLERK	13	3.0	3.0	
SENIOR ACCOUNTANT	20	1.0	0.0	(1.0)
SENIOR CLERK	08	1.0	1.0	
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	
SENIOR GIS TECHNICIAN	17	1.0	1.0	
SENIOR INSPECTOR	22	9.0	9.0	
SENIOR OFFICE ASSISTANT	12	2.0	1.0	(1.0)
SENIOR PAVING ASSESSMENT SPECIALIST	20	1.0	0.0	(1.0)
SENIOR PROJECT MANAGER	27	12.0	17.0	5.0
SENIOR PROPERTY AGENT	19	1.0	5.0	4.0
SENIOR RIGHT-OF-WAY APPRAISER	19	2.0	0.0	(2.0)
SENIOR RODPERSON	09	4.0	4.0	
SENIOR STAFF ANALYST	28	2.0	1.0	(1.0)
SENIOR IT PROJECT MANAGER(EXEC LEV)	30	1.0	1.0	
STAFF ANALYST	26	3.0	4.0	1.0
STUDENT INTERN II	10	4.0	4.0	
SUPERINTENDENT	24	1.0	1.0	
SUPERVISING ENGINEER	29	37.0	37.0	
SYSTEMS CONSULTANT	26	1.0	1.0	
SYSTEMS SUPPORT ANALYST I	16	3.0	3.0	
Total FTEs		350.0	352.0	2.0
Less adjustment for Civilian Vacancy Factor		13.7	23.4	9.7
Full-Time Equivalent		336.3	328.6	(7.7)

FISCAL YEAR 2008 BUDGET

Business Area Revenue Summary

Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Commit Item	Description	FY2007 Budget	FY2007 Estimate	FY2008 Budget
200060007	PWE-Office of the City Engineer			
424020	Interfund Engineering Services	364,110	200,295	213,918
452030	Miscellaneous Revenue	45,000	0	0
Total	PWE-Office of the City Engineer	<u>409,110</u>	<u>200,295</u>	<u>213,918</u>
200060010	PWE-Real Estate			
457010	Interfund Land Acquisition	3,697,537	2,955,414	3,749,771
200070001	PWE-Administration			
424020	Interfund Engineering Services	214,624	210,800	277,033
200070002	PWE-Engineering			
424020	Interfund Engineering Services	12,648,625	11,248,815	12,247,293
200070003	PWE-Construction			
424020	Interfund Engineering Services	12,563,212	11,328,534	12,315,334
200070005	PWE-Geo-Environmental Services			
424020	Interfund Engineering Services	1,588,587	1,458,471	1,563,772
Total	Public Works & Engineering	<u><u>31,121,695</u></u>	<u><u>27,402,329</u></u>	<u><u>30,367,121</u></u>

FISCAL YEAR 2008 BUDGET

Business Area Expenditure Summary

Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1001 / 2000

Commit Item	Description	FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
500010	Salary Base Pay - Civilian	13,332,458	16,632,887	15,256,921	16,780,741
500030	Salary Part Time - Civilian	1,880	0	0	0
500060	Overtime - Civilian	290,550	260,161	420,823	399,268
500090	Premium Pay - Civilian	14,635	10,000	10,300	15,350
500110	Bilingual Pay - Civilian	4,277	5,204	6,613	5,104
501070	Pension - Civilian	2,181,525	2,729,138	2,588,280	2,651,351
501120	Termination Pay - Civilian	83,005	655,700	285,500	674,200
501160	Vehicle Allowance - Civilian	112,890	120,000	134,203	132,200
502010	FICA - Civilian	1,021,330	1,288,197	1,175,169	1,310,448
503010	Health/Life Insurance - Active Civilian	1,457,918	1,979,446	1,837,524	2,144,284
503050	Health/Life Insurance - Retiree Civilian	0	0	17,000	17,000
503060	Long Term Disability	42,146	84,406	47,762	47,090
503090	Workers Compensation-Civilian-Admin	119,013	123,860	87,277	77,701
503100	Workers Compensation-Civilian-Clm	0	0	0	98,547
504020	Compensation Contingency	0	203,655	0	230,943
504030	Unemployment Claims	2,932	25,915	28,374	11,499
Total	Personnel Services	18,664,559	24,118,569	21,895,746	24,595,726
511010	Chemical Gases & Special Fluids	16	0	1,000	1,000
511015	Cleaning & Sanitary Supplies	0	0	300	0
511020	Construction Materials	2,880	5,000	4,000	4,000
511025	Electrical Hardware & Parts	0	2,500	2,615	150
511030	Mechanical Hardware & Parts	0	0	100	0
511040	Audiovisual Supplies	1,601	4,200	2,785	6,700
511045	Computer Supplies	66,067	124,500	83,900	117,360
511050	Paper & Printing Supplies	19,020	35,900	31,240	38,800
511055	Publications & Printed Materials	1,407	4,800	5,300	6,000
511060	Postage	9,476	9,000	8,500	9,350
511070	Miscellaneous Office Supplies	95,561	91,300	75,660	92,600
511090	Medical & Surgical Supplies	69	200	0	100
511095	Small Technical & Scientific Equipment	1,202	3,800	3,300	800
511110	Fuel	74,078	63,100	63,355	81,700
511115	Vehicle Repair & Maintenance Supplies	790	2,500	1,800	2,200
511120	Clothing	9,046	11,100	11,100	9,200
511125	Food Supplies	863	0	0	0
511145	Small Tools & Minor Equipment	2,188	4,500	4,400	3,500
511150	Miscellaneous Parts & Supplies	13,171	9,100	9,850	9,800
Total	Supplies	297,435	371,500	309,205	383,260
520100	Temporary Personnel Services	0	101,050	17,500	80,000
520105	Accounting & Auditing Services	2,055	13,600	25,000	19,600
520107	Computer Info/Contr	0	44,000	34,000	95,000
520108	Information Resource Services	8,892	25,100	24,500	24,100
520109	Medical Dental & Laboratory Services	3,177	4,800	4,200	3,400
520110	Management Consulting Services	19,570	37,600	17,600	0
520111	Real Estate Services	385	0	0	0
520114	Miscellaneous Support Services	12,830	66,950	70,754	52,000
520115	Real Estate Lease/Office Rental	1,220,525	1,506,300	1,506,300	1,391,117
520119	Computer Equipment/Software Maintenance	14,268	58,700	58,200	61,100
520120	Communications Equipment Services	0	2,800	1,400	1,400
520121	IT Application Svcs	27,988	48,000	100	26,551

FISCAL YEAR 2008 BUDGET

Business Area Expenditure Summary

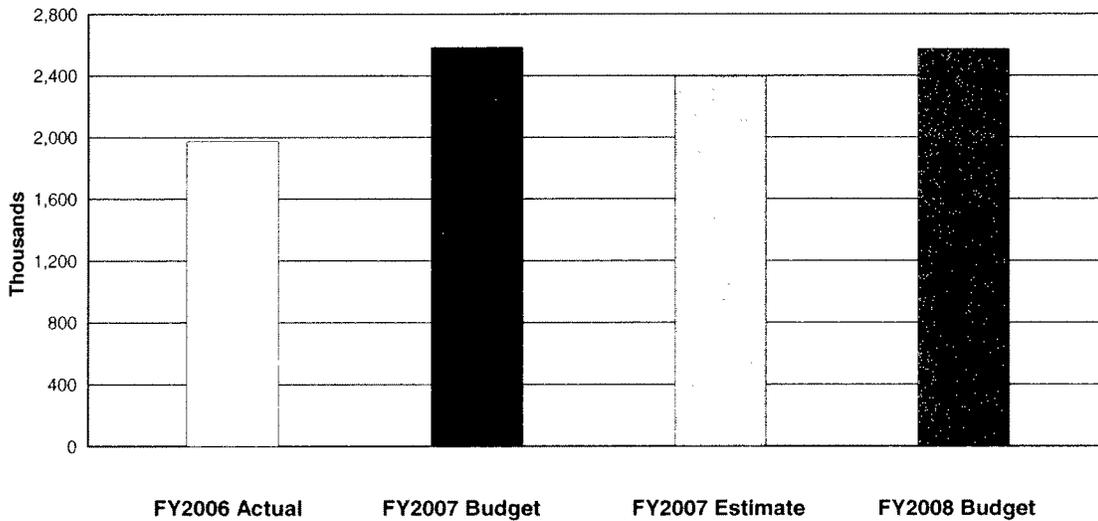
Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1001 / 2000

Commit Item	Description	FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
520122	Office Equipment Services	7,549	11,500	8,150	8,500
520123	Vehicle & Motor Equipment Services	95,145	105,500	83,500	108,500
520124	Other Equipment Services	125	0	500	500
520141	Engineering Services	25,000	2,100	2,100	3,000
520510	Mail/Delivery Services	750	4,500	4,100	3,100
520515	Print Shop Services	4,847	11,400	9,650	9,800
520520	Printing & Reproduction Services	15,685	14,200	12,600	18,000
520605	Advertising Services	2,621	13,300	15,150	12,200
520710	State/Federal Inspection Fees	2,310	7,500	4,000	4,000
520765	Membership & Professional Fees	54,651	74,480	48,780	66,600
520805	Education & Training	29,459	94,575	53,900	94,100
520815	Tuition Reimbursement	5,724	22,600	21,200	18,000
520905	Travel - Training Related	2,915	12,525	10,650	14,100
520910	Travel - Non-Training Related	19,015	16,200	19,300	21,600
521305	Indirect Cost Recovery Payment	3,449,743	3,494,744	2,585,000	2,206,263
521405	Building Maintenance Services	834	7,500	7,100	20,000
521605	Data Services	20,389	11,400	200	32,325
521610	Voice Services	77,496	130,200	4,500	114,000
521620	Voice Equipment	0	0	0	13,435
521705	Vehicle/Equipment Rental/Lease	0	2,500	1,500	1,500
521715	Office Equipment Rental	128,783	136,600	114,500	131,600
521725	Other Rental	128	1,000	100	0
521730	Parking Space Rental	45,552	87,248	20,075	98,900
521905	Legal Services	9,134	500	9,000	500
522205	Metro Commuter Passes	16,128	100,290	37,675	90,300
522305	Freight Charges	0	400	0	0
522430	Miscellaneous Other Services & Charges	51,895	5,900	5,530	7,365
522735	Interfund Communication Equipment Repair	1,381	4,000	4,000	3,100
522765	Interfund Legal Services	0	184,984	184,984	184,984
522795	Other Interfund Services	0	0	0	183,375
522820	Interfund EB Cape Training	1,313	0	5,000	12,400
Total	Other Services and Charges	5,378,262	6,466,546	5,032,298	5,236,315
551010	Non-Capital Office Furniture & Equipment	11,444	29,080	29,080	20,180
551015	Non-Capital Computer Equipment	0	136,000	136,000	131,640
Total	Non-Capital Equipment	11,444	165,080	165,080	151,820
Grand Total Expenditures		24,351,700	31,121,695	27,402,329	30,367,121

FISCAL YEAR 2008 BUDGET

Business Area Budget Summary					
Fund Name : CIP Cost Recovery					
Business Area Name : Building Services					
Fund No./Bus. Area No. : 1001 / 2500					
		FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Expenditures	Personnel Services	1,975,360	2,584,097	2,398,530	2,573,677
	Total M & O Expenditures	1,975,360	2,584,097	2,398,530	2,573,677
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	1,975,360	2,584,097	2,398,530	2,573,677
Revenues		1,823,160	2,584,097	2,398,530	2,573,677
Staffing	Full-Time Equivalents - Civilian	19.5	28.0	25.0	29.0
	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	19.5	28.0	25.0	29.0
	Full-Time Equivalents-Overtime	0.1	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> o The Design and Construction Division has reduced contract personnel to 4% of the division's personnel. Qualified professional City personnel are providing services for a savings of over 30% per position. o The division is awarding 78 design and construction contracts during FY2007, and managing approximately 100 design and construction contracts. o These city employees are funded by CIP funds. 				

**CIP Cost Recovery
Building Services
Expenditure Summary**



FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary

Fund Name : CIP Cost Recovery
Business Area Name : Building Services
Fund No./Bus Area No. : 1001 / 2500

Cost Center Description	Cost Center Objectives
<p>BSD-Design&Constr 2500030001</p> <p>This fund recovers salary and benefit costs for City employees managing capital projects in the CIP. Personnel time is recorded and assigned to City assets.</p>	<p>Meet or exceed performance standards related to executing management of design and construction contracts.</p>

FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary									
Fund Name : CIP Cost Recovery Business Area Name : Building Services Fund No./Bus Area No. : 1001 / 2500									
Performance Measures	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
		19.5	1,975,360		25.0	2,398,530		29.0	2,573,677
Total		<u>19.5</u>	<u>1,975,360</u>		<u>25.0</u>	<u>2,398,530</u>		<u>29.0</u>	<u>2,573,677</u>

FISCAL YEAR 2008 BUDGET

Fund Name : CIP Cost Recovery
Business Area Name : Building Services
Fund No./Bus Area No. : 1001 / 2500

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	4.0	5.0	1.0
ADMINISTRATIVE SPECIALIST(EXE LEV)	20	1.0	0.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	0.0	1.0	1.0
ASSISTANT DIRECTOR(EXE LEV)	32	1.0	2.0	1.0
ASSISTANT PROJECT MANAGER	20	1.0	4.0	3.0
DEPUTY ASSISTANT DIRECTOR(EXE LEV)	30	2.0	2.0	
DIVISION MANAGER	29	0.0	1.0	1.0
EXECUTIVE OFFICE ASSISTANT	15	1.0	0.0	(1.0)
FINANCIAL ANALYST IV	25	0.0	1.0	1.0
MANAGING ENGINEER	31	2.0	0.0	(2.0)
PROJECT MANAGER	24	4.0	4.0	
SENIOR INSPECTOR	22	1.0	0.0	(1.0)
SENIOR PROJECT MANAGER	27	10.0	8.0	(2.0)
SENIOR STAFF ANALYST	28	0.0	1.0	1.0
STAFF ANALYST	26	1.0	0.0	(1.0)
Total FTEs		28.0	29.0	1.0
Less adjustment for Civilian Vacancy Factor		0.0	0.0	0.0
Full-Time Equivalent		28.0	29.0	1.0

FISCAL YEAR 2008 BUDGET

Business Area Revenue Summary

Fund Name : CIP Cost Recovery
Business Area Name : Building Services
Fund No./Bus Area No. : 1001 / 2500

Commit Item	Description	FY2007 Budget	FY2007 Estimate	FY2008 Budget
2500030001	BSD-Design&Constr			
424020	Interfund Engineering Services	2,584,097	2,398,530	2,573,677
Total	Building Services	<u>2,584,097</u>	<u>2,398,530</u>	<u>2,573,677</u>

FISCAL YEAR 2008 BUDGET

Business Area Expenditure Summary

Fund Name : CIP Cost Recovery
Business Area Name : Building Services
Fund No./Bus. Area No. : 1001 / 2500

Commit Item	Description	FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
500010	Salary Base Pay - Civilian	1,478,976	1,923,322	1,799,363	1,937,507
500060	Overtime - Civilian	4,403	0	233	0
501070	Pension - Civilian	241,882	315,426	294,548	306,124
501120	Termination Pay - Civilian	1,275	0	11,985	0
502010	FICA - Civilian	110,900	147,084	135,720	148,221
503010	Health/Life Insurance - Active Civilian	129,183	186,729	139,352	169,819
503050	Health/Life Insurance - Retiree Civilian	818	0	8,539	0
503060	Long Term Disability	3,427	4,872	3,604	4,147
503090	Workers Compensation-Civilian-Admin	4,496	6,664	5,186	6,844
504030	Unemployment Claims	0	0	0	1,015
Total	Personnel Services	1,975,360	2,584,097	2,398,530	2,573,677
Grand Total Expenditures		1,975,360	2,584,097	2,398,530	2,573,677