

FISCAL YEAR 2010 BUDGET

Business Area Budget Summary

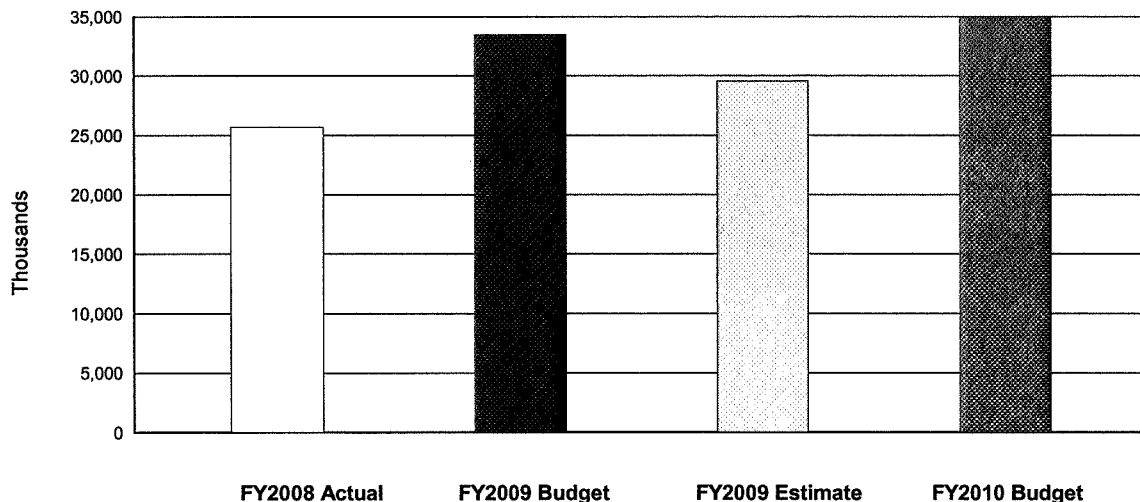
Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1001 / 2000

		FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
Expenditures	Personnel Services	21,967,249	27,118,081	24,191,717	28,707,706
	Supplies	352,574	411,875	303,686	434,590
	Other Services and Charges	3,135,794	5,707,583	4,821,692	5,776,808
	Equipment	69,769	77,000	70,000	0
	Non-Capital Equipment	168,220	178,093	161,282	68,922
	Total M & O Expenditures	25,693,606	33,492,632	29,548,377	34,988,026
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	25,693,606	33,492,632	29,548,377	34,988,026
Revenues		25,662,934	33,492,632	29,548,377	34,988,026
Staffing	Full-Time Equivalents - Civilian	296.1	349.5	305.6	349.1
	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	296.1	349.5	305.6	349.1
	Full-Time Equivalents-Overtime	0.0	7.5	4.0	7.2

**Budget
Highlights**

- o Concerted 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 Refine procedures for engineer selection and procurement and standard forms for engineering and construction management contracts to improve the timely delivery 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 Public Works & Engineering (PWE) CIP projects.

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



FISCAL YEAR 2010 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
<p>PWE-Affirmative Action Support Svcs 2000030008</p> <p>Provide quality certification, compliance, business development, and training programs, while maintaining high standards of customer service and accountability.</p>	<p>Monitors payment of prevailing wages on city and federally funded construction contracts. Administer the City's Minority/Women/Disadvantaged Business Enterprise Program(M/W/DBE) and Disabilities Business Enterprise Program(PDBE).</p>
<p>PWE-Small Business Development 2000030009</p> <p>Implement the program objective of the Mayor's Executive Order 1-7 "contractor's Pay or Play Program" (POP) within the Department. Develop and implement new strategies to expand the Small/Women and Minority Business Enterprises within the Department.</p>	<p>Administer department-wide compliance with "Pay or Play Program". Design and manage the POP software system. Set flexible goals to increase the number of PWE contracts awarded to minority and women owned businesses.</p>
<p>PWE-Financial Management 2000050002</p> <p>Provide financial reporting on CIP projects, grants and revenues. Maintain cost recovery function and interfund accounting process. Close out projects and contracts. Audit and prepare pay estimates and project reimbursements.</p>	<p>Monitor and account for CIP related revenues. Process pay estimate and project reimbursements in a timely manner. Provide financial reports on project and grant related activities.</p>
<p>PWE-Information Technology 2000050004</p> <p>Provide database and CIPMS application maintenance and support services to the Engineering & Construction (E&C) Branches. Provide technical and business development support for E&C CIPMS modules. Provide Systems Development support to E&C.</p>	<p>To assist the CIPMS users of E&C Branches to track projects, analyze data, produce reports, and evaluate contractors. To technically assist the City contractors to perform work and input data into CIPMS from remote sites. Moved to Cost Center 2000080001.</p>
<p>PWE-Payroll Services 2000050021</p> <p>Provide overall payroll support in the areas of personnel/payroll and financial information. Moved to Cost Center 2000090005, Payroll Time and Attendance.</p>	<p>To efficiently deliver accurate, reliable and timely bi-weekly payroll to ensure that all employees are paid correctly. Moved to Cost Center 2000090005.</p>
<p>PWE-Office of the City Engineer 2000060007</p> <p>Receive, scan, copy and store plans and profiles for projects handled by or for the City of Houston such as development plans, CIP plans, subdivision plats, etc. Manage, inspect, and accept Developer Participation Contract (DPC) projects.</p>	<p>Ensure that plans received are numbered, scanned, and stored in the appropriate media. Provide customer service by researching and providing copies upon receipt of a fee. Ensure that projects are properly inspected and meet the City's specs and standards.</p>

FISCAL YEAR 2010 BUDGET

Fund Summary

Fund Name : CIP Cost Recovery
Fund No./Bus. Area No. : 1001 / 2000 / 2500/6800

	<u>FY2009 Current Budget</u>	<u>FY2009 Estimate</u>	<u>FY2010 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	36,424,601	32,385,551	46,982,558
Total Available Resources	<u>36,424,601</u>	<u>32,385,551</u>	<u>46,982,558</u>
Maintenance and Operations	36,424,601	32,385,551	46,982,558
Total Expenditures	<u>36,424,601</u>	<u>32,385,551</u>	<u>46,982,558</u>
Planned Ending Fund Balance	0	0	0
Total Budget	<u>36,424,601</u>	<u>32,385,551</u>	<u>46,982,558</u>

The above summarizes the FY2009 Budget, FY2009 Estimates and the FY2010 Budget for the Capital Improvement Project (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, the majority of the activities is within the Engineering & Construction Division (E&C). The costs of these activities are recovered from the appropriate CIP funds through the use of time sheets provided by the operating divisions. Included in the chargeback 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 Department. 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 2010 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	FY2008 Actual			FY2009 Estimate			FY2010 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Program supported		100%			100%			100%	
		1.0	183,375		0.0	191,237		0.0	251,203
See Fund 8300-2000030009		N/A			N/A			N/A	
		0.0	59,618		0.0	227,392		0.0	296,369
Pay estimates processed		100%			100%			100%	
Financial reporting & docs		100%			100%			100%	
Project contract closeout		100%			100%			100%	
Jt. funded reimbursement		100%			100%			100%	
		13.1	1,234,868		12.5	2,212,914		17.1	2,472,105
Respond to req. 3 day(avg)		100%			N/A			N/A	
GIS data updates 1st Mon.		100%			N/A			N/A	
Development on schedule		100%			N/A			N/A	
2 hr respond to help desk		100%			N/A			N/A	
Deliver maps within 3 days		100%			N/A			N/A	
		5.9	556,633		0.0	0		0.0	0
Quota pay out request processed.		N/A			25			N/A	
Payroll exemptions processed bi-weekly		N/A			8,417			N/A	
		0.0	0		1.0	42,424		0.0	0
Customer requests		7,000			7,000			5,000	
DPC Projects		31			35			5	
		13.8	1,478,980		14.4	1,448,295		15.7	1,680,650

FISCAL YEAR 2010 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
<p>PWE-Planning 2000060008</p> <p>Coordinate planning initiatives and prepare long term 10 year planning goals for City's infrastructure improvements. Prepare City's 5-year rolling CIP for water, sanitation, storm drainage, and roadway projects including coordination with TIRZ.</p>	<p>Forecast long-term funding needs and priorities; develop criteria and parameters for project ranking and prioritization; assess infrastructure needs; prioritize projects based on public need, selected ranking criteria, and effective utilization of available funds.</p>
<p>PWE-Real Estate 2000060010</p> <p>Acquire land in support of CIP projects. Recommend estimates of value for dangerous buildings and properties acquired, sold, exchanged or leased.</p>	<p>Acquire parcels of land for CIP projects. Prepare and review appraisal reports in support of dangerous buildings, CIP programs and sale/lease of City-owned properties.</p>
<p>PWE-Administration 2000070001</p> <p>Manage personnel, training, budget, purchasing, information technology, inventory, and safety for E&C Division. Investigate and respond timely to 311 requests, coordinate RCA Contract Legal Review for division, manage the Substitute Services.</p>	<p>Provide administrative support for all E&C staff; provide prompt and thorough investigations of citizen complaints. Coordinate review by Legal Dept. of all RCA with construction contracts. Coordinate service requests for special services. Respond to TPIA requests.</p>
<p>PWE-Engineering 2000070002</p> <p>Provide engineering design services for street and bridge, water, wastewater and storm water infrastructure and award contracts for the above. Coordinate infrastructure improvements sponsored by other government agencies in the Houston area.</p>	<p>Accomplish engineering and design of CIP projects for street and bridge, drainage, water, and wastewater system infrastructure on time and with quality. Award design contracts within 60 days of approval; award construction within 55 days of bid date.</p>
<p>PWE-Construction 2000070003</p> <p>Provide construction management for streets, bridges, sidewalks, stormwater, water and wastewater infrastructure. Provide land boundary and topographical survey, Right-Of-Way (ROW) document review, and plan reviewed for survey compliance for CIP programs.</p>	<p>Manage CIP construction to complete 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.</p>
<p>PWE-Engineer & Construction Mgmt. 2000070004</p> <p>Provide executive oversight for E&C Division to ensure the efficient implementation of the CIP.</p>	<p>Manage and execute capital programs 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.</p>

FISCAL YEAR 2010 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	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Create annual CIP & track to meet targets		100%			100%			50%	
Process MSD applications within established time frame		N/A			N/A			50%	
		7.1	712,465		7.7	857,991		12.0	1,218,233
Parcels of land acquired		420			425			525	
Appraisals prepare/review		896			750			750	
		28.8	2,390,415		36.6	3,072,195		40.8	3,984,308
Respond to 3-1-1 requests within 21 days		97%			97%			97%	
Closure on Serv. req. SSP		95%			95%			95%	
Closure on TPIA request		100%			100%			97%	
Complete status reports		99%			99%			99%	
		16.7	2,072,301		19.9	2,677,449		21.6	3,174,500
Prep. awards eng. contract		20			20			30	
Award const. contracts		80			75			84	
Prep interagency ord.		30			25			36	
Con.asphalt overlay(miles)		75			65			50	
Con.sidewalks (miles)		16			16			16	
		87.7	7,505,617		87.7	7,950,057		96.6	9,314,000
Contract completion on sch		95%			95%			95%	
Process pay estimates		15			12			10	
Proj.completion w/i budget		95%			95%			97%	
Surveys completed		300			300			270	
Initiate survey w/i 5 days		95%			95%			98%	
		107.4	8,160,066		108.5	9,025,316		119.5	10,061,320
Implement CIP		100%			100%			100%	
		3.9	375,643		2.8	339,783		5.4	629,051

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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
<p>PWE-Geo-Environmental Services 2000070005</p> <p>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.</p>	<p>Effectively manage construction/materials testing support, review qualifications of testing labs and assign testing labs to construction projects within 5 business days of the construction contract bid date. Provide technical assistance for enviromental issues across.</p>
<p>PWE-Information Technology 2000080001</p> <p>Provide database and CIPMS application maintenance and support services to the E&C Branches. Provide technical and business development support for E&C CIPMS modules. Provide Systems Development support to E&C. Moved from Cost Center 2000050004 Information Tech.</p>	<p>To assist the CIPMA users of the E&C Branches to track projects, analyze data, produce reports, and evaluate contractors. To technically assist the City's contractors to perform work and input data into CIPMS from remote sites.</p>
<p>PWE-Payroll Time & Attendance 2000090005</p> <p>Provide overall payroll support to CIP Cost Recovery in the areas of personnel/payroll and financial information. Moved from Cost Center 2000050021 Payroll Services.</p>	<p>To efficiently deliver accurate, reliable and timely bi-weekly payroll to ensure that all employees are paid correctly. Moved from Cost Center 2000050021 Payroll Services.</p>

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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	FY2008 Actual			FY2009 Estimate			FY2010 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Testing con. suppl. issued		80			80			100	
Projects supported		100			100			100	
Assign testing con. 5 days		100%			100%			100%	
Monitoring well permits		100			100			840	
		10.7	963,625		9.5	941,453		11.4	1,153,636
Respond to req. 3 d (avg)		N/A			100%			100%	
GIS data updates 1st mon.		N/A			100%			100%	
Development on schedule		N/A			100%			100%	
2 hr respond to help desk		N/A			100%			100%	
Deliver maps within 3 days		N/A			100%			100%	
		0.0	0		5.0	561,871		8.0	709,043
Quota payout request processed.		N/A			N/A			25	
Payroll exemptions processed bi-weekly		N/A			N/A			8,517	
		0.0	0		0.0	0		1.0	43,608
Total		296.1	25,693,606		305.6	29,548,377		349.1	34,988,026

FISCAL YEAR 2010 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2009 Current Budget FTE	FY2010 Budget FTE	Change
ACCOUNTANT	17	1.0	1.0	
ACCOUNTANT ASSOCIATE	14	1.0	1.0	
ACCOUNTANT MANAGER	27	0.0	1.0	1.0
ADMINISTRATION MANAGER	26	5.0	2.0	(3.0)
ADMINISTRATIVE AIDE	10	4.0	3.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	21.0	21.0	
ADMINISTRATIVE ASSOCIATE	13	7.0	8.0	1.0
ADMINISTRATIVE COORDINATOR	24	19.0	5.0	(14.0)
ADMINISTRATIVE SPECIALIST	20	12.0	11.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	3.0	5.0	2.0
ASSISTANT DIRECTOR (EXE LEV)	32	6.0	5.0	(1.0)
ASSISTANT DIRECTOR-PUBLIC WORKS (EXE LEV)	34	6.0	6.0	
ASSISTANT PROJECT MANAGER	20	4.0	4.0	
ASSISTANT REAL ESTATE ANALYST	17	0.0	3.0	3.0
ASSISTANT REAL ESTATE MANAGER	26	0.0	4.0	4.0
ASSOCIATE PLANNER	13	0.0	1.0	1.0
CHIEF INSPECTOR	27	1.0	1.0	
CHIEF SURVEYOR	28	1.0	1.0	
CLERK	5	1.0	1.0	
COMMUNITY SERVICE INSPECTOR	16	1.0	1.0	
CONTRACT COMPLIANCE SUPERVISOR	22	0.0	1.0	1.0
CUSTOMER SERVICE REPRESENTATIVE I	13	3.0	3.0	
CUSTOMER SERVICE REPRESENTATIVE II	15	1.0	1.0	
CUSTOMER SERVICE REPRESENTATIVE III	16	1.0	1.0	
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	1.0	1.0	
DEPUTY DIRECTOR-PUBLIC WORKS (EXE LEV)	36	1.0	1.0	
DIVISION MANAGER	29	5.0	2.0	(3.0)
ENGINEER	26	18.0	12.0	(6.0)
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	
EXECUTIVE STAFF ANALYST (EXE LEV)	30	1.0	1.0	
FINANCIAL ANALYST I	15	0.0	1.0	1.0
FINANCIAL ANALYST II	18	1.0	2.0	1.0
FINANCIAL ANALYST III	21	1.0	0.0	(1.0)
FINANCIAL ANALYST IV	25	3.0	4.0	1.0
GIS ANALYST	20	1.0	1.0	
GIS TECHNICIAN	12	1.0	0.0	(1.0)
GRADUATE ENGINEER	22	16.5	21.5	5.0
INSPECTOR	18	45.0	45.0	
INSPECTOR TRAINEE	12	2.0	2.0	
INSTRUMENT PERSON	11	4.0	4.0	
IT PROJECT MANAGER	28	1.0	2.0	1.0
MANAGEMENT ANALYST I	15	1.0	0.0	(1.0)
MANAGEMENT ANALYST II	18	1.0	2.0	1.0
MANAGEMENT ANALYST III	21	4.0	3.0	(1.0)
MANAGEMENT ANALYST IV	25	1.0	2.0	1.0
MANAGING ENGINEER	31	7.0	14.0	7.0
MESSENGER	6	2.0	2.0	
OFFICE SERVICE MANAGER	23	1.0	1.0	
OFFICE SUPERVISOR	17	3.0	3.0	
PARTY CHIEF	19	4.0	4.0	
PLANNER LEADER	24	1.0	1.0	
PROGRAMMER ANALYST II	19	1.0	1.0	
PROGRAMMER ANALYST IV	25	2.0	2.0	

FISCAL YEAR 2010 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2009 Current Budget FTE	FY2010 Budget FTE	Change
PROJECT MANAGER	24	13.0	13.0	
PROJECT TECHNICIAN I	8	1.0	1.0	
PROJECT TECHNICIAN II	13	3.0	3.0	
PROJECT TECHNICIAN III	17	10.0	8.0	(2.0)
PROJECT TECHNICIAN IV	20	4.0	4.0	
PROPERTY AGENT	17	3.0	0.0	(3.0)
REAL ESTATE ANALYST	20	0.0	6.0	6.0
REAL ESTATE MANAGER	29	0.0	3.0	3.0
REAL ESTATE SUPERVISOR	21	1.0	1.0	
RECORDS SUPERVISOR	18	1.0	1.0	
RECORDS TECHNICIAN	9	2.0	2.0	
RODPERSON	5	3.0	3.0	
SENIOR ACCOUNT CLERK	13	2.0	3.0	1.0
SENIOR AUDITOR	21	1.0	0.0	(1.0)
SENIOR CLERK	8	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 IT PROJECT MANAGER (EXE LEV)	30	1.0	0.0	(1.0)
SENIOR OFFICE ASSISTANT	12	1.0	0.0	(1.0)
SENIOR PAVING ASSESSMENT SPECIALIST	20	1.0	1.0	
SENIOR PAYROLL CLERK	13	1.0	1.0	
SENIOR PROJECT MANAGER	27	19.0	21.0	2.0
SENIOR PROPERTY AGENT	19	7.0	0.0	(7.0)
SENIOR REAL ESTATE ANALYST	24	0.0	14.0	14.0
SENIOR RODPERSON	9	3.0	3.0	
SENIOR STAFF ANALYST	28	2.0	3.0	1.0
STAFF ANALYST	26	4.0	2.0	(2.0)
STUDENT INTERN II	10	2.0	2.0	
SUPERINTENDENT	24	1.0	2.0	1.0
SUPERVISING ENGINEER	29	34.0	28.0	(6.0)
SYSTEMS SUPPORT ANALYST I	16	3.0	3.0	
Total FTEs		363.5	366.5	3.0
Less adjustment for Civilian Vacancy Factor		14.0	17.4	3.4
Full-Time Equivalents		349.5	349.1	(0.4)

FISCAL YEAR 2010 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	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
2000060007	PWE-Office of the City Engineer			
424020	Interfund Engineering Services	235,936	116,614	205,580
452030	Miscellaneous Revenue	0	29,550	0
Total	PWE-Office of the City Engineer	<u>235,936</u>	<u>146,164</u>	<u>205,580</u>
2000060010	PWE-Real Estate			
434215	Sale of Non-Capital Rolling Stock	0	1,385	0
457010	Interfund Land Acquisition	4,135,713	2,731,575	3,614,001
Total	PWE-Real Estate	<u>4,135,713</u>	<u>2,732,960</u>	<u>3,614,001</u>
2000070001	PWE-Administration			
421280	Other Licenses & Permits	0	0	30,000
424020	Interfund Engineering Services	305,546	201,118	368,280
Total	PWE-Administration	<u>305,546</u>	<u>201,118</u>	<u>398,280</u>
2000070002	PWE-Engineering			
424020	Interfund Engineering Services	13,507,835	12,147,449	14,307,177
434335	Recover Damage-Infrastructure	0	341	0
452030	Miscellaneous Revenue	0	143	0
Total	PWE-Engineering	<u>13,507,835</u>	<u>12,147,933</u>	<u>14,307,177</u>
2000070003	PWE-Construction			
424020	Interfund Engineering Services	13,582,880	13,007,635	14,712,212
2000070005	PWE-Geo-Environmental Services			
421300	Facility Permits	0	0	23,000
424020	Interfund Engineering Services	1,724,722	1,287,996	1,727,776
Total	PWE-Geo-Environmental Services	<u>1,724,722</u>	<u>1,287,996</u>	<u>1,750,776</u>
2000080001	PWE-Information Technology			
434505	Prior Year Expenditure Recovery	0	24,571	0
Total	Public Works & Engineering	<u><u>33,492,632</u></u>	<u><u>29,548,377</u></u>	<u><u>34,988,026</u></u>

FISCAL YEAR 2010 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	FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
500010	Salary Base Pay - Civilian	15,691,432	19,132,140	17,400,063	20,057,910
500030	Salary Part Time - Civilian	6,654	27,144	1,694	25,427
500060	Overtime - Civilian	417,180	449,566	393,768	430,377
500090	Premium Pay - Civilian	0	10,350	0	10,361
500110	Bilingual Pay - Civilian	5,156	6,607	6,007	6,325
500180	Temporary Employees	6,043	0	0	0
500250	HOPE UNION BUSINESS USAGE	0	0	0	2,500
501070	Pension - Civilian	2,466,482	2,826,293	2,604,282	2,948,513
501120	Termination Pay - Civilian	84,294	497,112	127,904	598,200
501160	Vehicle Allowance - Civilian	103,789	102,500	90,104	102,000
502010	FICA - Civilian	1,197,892	1,493,239	1,368,181	1,566,282
503010	Health Ins-Act Civilian	1,762,492	2,311,914	1,992,964	2,413,162
503015	Basic Life Insurance - Active Civilian	19,783	26,524	13,966	11,563
503050	Health/Life Insurance - Retiree Civilian	26,152	34,368	47,485	30,228
503060	Long Term Disability-Civilian	39,582	29,780	26,384	29,664
503090	Workers Compensation-Civilian-Admin	62,331	76,447	69,748	73,384
503100	Workers Compensation-Civilian-Claim	62,576	80,081	40,694	104,847
504020	Compensation Contingency	0	0	0	284,761
504030	Unemployment Claims	15,411	14,016	8,473	12,202
Total	Personnel Services	21,967,249	27,118,081	24,191,717	28,707,706
511010	Chemical Gases & Special Fluids	69	900	1,000	1,000
511015	Cleaning & Sanitary Supplies	128	424	450	200
511020	Construction Materials	3,438	3,000	3,000	3,500
511025	Electrical Hardware & Parts	0	215	152	350
511040	Audiovisual Supplies	1,712	4,326	3,832	5,000
511045	Computer Supplies	50,557	115,800	75,000	96,000
511050	Paper & Printing Supplies	39,195	43,400	23,700	40,900
511055	Publications & Printed Materials	19,366	10,500	7,728	16,700
511060	Postage	14,281	6,360	7,868	7,500
511070	Miscellaneous Office Supplies	88,669	89,200	63,172	90,000
511090	Medical & Surgical Supplies	0	500	499	100
511095	Small Technical & Scientific Equipment	1,485	500	500	1,500
511110	Fuel	111,033	113,150	95,000	146,040
511115	Vehicle Repair & Maintenance Supplies	(121)	2,000	2,000	2,000
511120	Clothing	7,783	6,900	7,635	8,200
511125	Food Supplies	756	800	800	800
511145	Small Tools & Minor Equipment	3,875	4,700	4,700	4,700
511150	Miscellaneous Parts & Supplies	10,348	9,200	6,650	10,100
Total	Supplies	352,574	411,875	303,686	434,590
520100	Temporary Personnel Services	118,489	227,600	155,000	89,000
520105	Accounting & Auditing Services	(50)	19,600	0	19,600
520106	Architectural Services	0	4,650	0	0
520107	Computer Info/Contr	31,936	139,500	60,900	115,000
520108	Information Resource Services	14,563	22,700	22,700	24,700
520109	Medical Dental & Laboratory Services	4,095	4,000	3,829	4,500
520110	Management Consulting Services	(212)	24,999	35,010	0
520114	Miscellaneous Support Services	57,004	56,450	49,845	61,500
520115	Real Estate Lease/Office Rental	1,383,250	1,455,592	1,451,042	1,599,491
520119	Computer Equipment/Software Maintenance	15,781	62,600	36,500	51,700
520120	Communications Equipment Services	0	4,500	4,000	5,000
520121	IT Application Svcs	22,286	57,806	46,262	48,474
520122	Office Equipment Services	1,150	4,500	4,000	4,600
520123	Vehicle & Motor Equipment Services	133,880	118,500	104,500	122,000
520124	Other Equipment Services	83	500	500	500
520510	Mail/Delivery Services	1,756	9,200	4,447	3,600
520515	Print Shop Services	5,324	11,100	12,100	10,900

FISCAL YEAR 2010 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	FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
520520	Printing & Reproduction Services	15,933	25,700	11,700	11,800
520605	Advertising Services	6,400	17,400	9,350	11,400
520710	State/Federal Inspection Fees	1,575	3,000	2,000	3,000
520720	Fines	1,307	0	0	0
520765	Membership & Professional Fees	34,543	57,000	47,800	62,360
520805	Education & Training	96,438	107,800	84,700	113,700
520815	Tuition Reimbursement	15,196	32,850	22,647	49,200
520905	Travel - Training Related	9,283	22,170	16,400	23,100
520910	Travel - Non-Training Related	12,868	34,000	25,500	33,600
521305	Indirect Cost Recovery Payment	364,000	1,632,357	1,159,526	1,242,171
521405	Building Maintenance Services	(92)	25,500	17,282	15,500
521605	Data Services	10,496	24,690	13,965	27,568
521610	Voice Services	78,649	99,362	100,862	103,954
521620	Voice Equipment	6,837	10,190	1,089	126,200
521625	Voice Labor	15,370	10,000	10,720	10,000
521705	Vehicle/Equipment Rental/Lease	0	1,500	1,500	1,500
521715	Office Equipment Rental	121,054	126,100	128,943	128,000
521725	Other Rental	2,003	800	800	2,150
521730	Parking Space Rental	95,280	120,450	106,850	120,305
521905	Legal Services	10,305	270,500	260,704	270,500
522205	Metro Commuter Passes	91,733	98,900	97,260	237,408
522305	Freight Charges	0	0	54	0
522430	Miscellaneous Other Services & Charges	(5,296)	5,800	3,660	5,300
522765	Interfund Legal Services	116,869	184,984	184,984	364,873
522780	Interfund Photo Copy Services	5,876	0	0	0
522795	Other Interfund Services	239,832	563,833	514,761	643,704
522820	Interfund EB Cape Training	0	8,900	8,000	8,950
Total	Other Services and Charges	3,135,794	5,707,583	4,821,692	5,776,808
560230	Computer HW and Developed SW	69,769	77,000	70,000	0
Total	Equipment	69,769	77,000	70,000	0
551010	Non-Capital Office Furniture & Equipment	18,267	39,790	36,544	25,490
551015	Non-Capital Computer Equipment	149,857	138,303	124,738	43,432
551030	Non-Capital Machinery & Equipment	96	0	0	0
Total	Non-Capital Equipment	168,220	178,093	161,282	68,922
Grand Total Expenditures		25,693,606	33,492,632	29,548,377	34,988,026

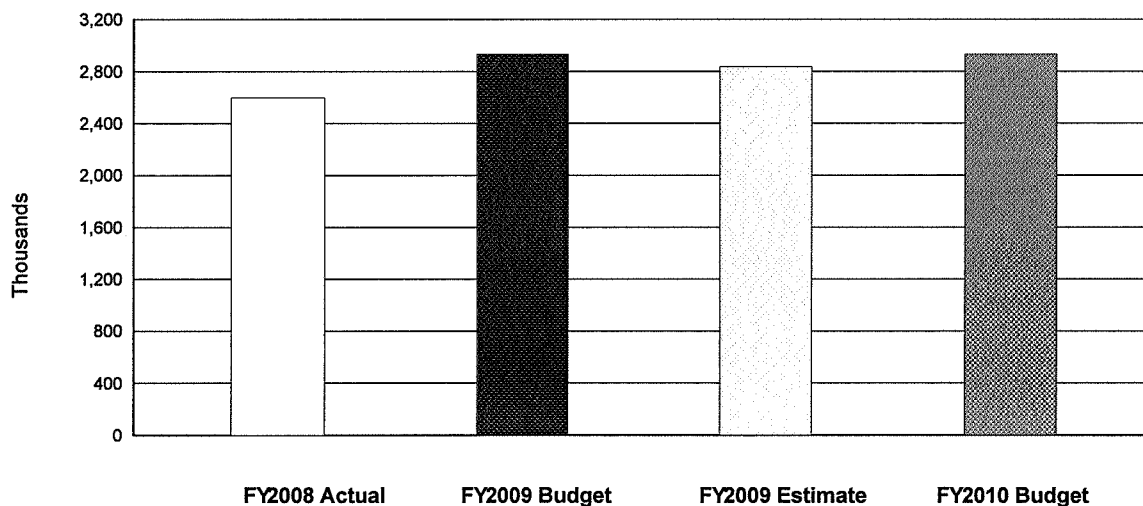
FISCAL YEAR 2010 BUDGET

Business Area Budget Summary

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

		FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
Expenditures	Personnel Services	2,596,229	2,931,969	2,837,174	2,931,947
	Other Services and Charges	0	0	0	0
	Total M & O Expenditures	2,596,229	2,931,969	2,837,174	2,931,947
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	2,596,229	2,931,969	2,837,174	2,931,947
Revenues		2,596,229	2,931,969	2,837,174	2,931,947
Staffing	Full-Time Equivalents - Civilian	30.2	29.0	29.7	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	30.2	29.0	29.7	30.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	o The Design and Construction Division provides services for all general City facility construction projects including: fire, police, multi-service centers, parks, library, water and waste water, and general purpose office and support building facilities.				
	o These city employees are funded by Capital Improvement Project (CIP) funds.				

**CIP Cost Recovery
General Services
Expenditure Summary**



FISCAL YEAR 2010 BUDGET

Business Area Cost Center Summary	
Fund Name : CIP Cost Recovery Business Area Name : General Services Fund No./Bus Area No. : 1001 / 2500	
Cost Center Description	Cost Center Objectives
GSD - Design&Constr 2500030001 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.	Design and construct CIP projects on time and within budget. Implement LEED (Leadership in Energy and Environmental Design) standards to improve the quality of our buildings and their impact on the environment.

FISCAL YEAR 2010 BUDGET

Business Area Cost Center Summary									
Fund Name : CIP Cost Recovery Business Area Name : General Services Fund No./Bus Area No. : 1001 / 2500									
Performance Measures	FY2008 Actual			FY2009 Estimate			FY2010 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Contracts managed and administered	N/A			90			90		
	30.2	2,596,229		29.7	2,837,174		30.0	2,931,947	
Total	<u>30.2</u>	<u>2,596,229</u>		<u>29.7</u>	<u>2,837,174</u>		<u>30.0</u>	<u>2,931,947</u>	

FISCAL YEAR 2010 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2009 Current Budget FTE	FY2010 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	4.0	4.0	
ADMINISTRATIVE ASSOCIATE	13	1.0	1.0	
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	
ARCHITECT	25	1.0	1.0	
ASSISTANT DIRECTOR (EXE LEV)	32	2.0	2.0	
ASSISTANT PROJECT MANAGER	20	6.0	3.0	(3.0)
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	2.0	2.0	
DIVISION MANAGER	29	0.0	1.0	1.0
INSPECTOR	18	1.0	1.0	
PROJECT MANAGER	24	2.0	1.0	(1.0)
SENIOR PROJECT MANAGER	27	10.0	11.0	1.0
SENIOR STAFF ANALYST	28	1.0	1.0	
SENIOR STAFF ANALYST (EXE LEV)	28	1.0	1.0	
Total FTEs		32.0	30.0	(2.0)
Less adjustment for Civilian Vacancy Factor		3.0	0.0	(3.0)
Full-Time Equivalents		29.0	30.0	1.0

FISCAL YEAR 2010 BUDGET

Business Area Revenue Summary

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

Commit Item	Description	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
2500030001	GSD - Design&Constr			
424020	Interfund Engineering Services	<u>2,931,969</u>	<u>2,837,174</u>	<u>2,931,947</u>
Total	General Services	<u><u>2,931,969</u></u>	<u><u>2,837,174</u></u>	<u><u>2,931,947</u></u>

FISCAL YEAR 2010 BUDGET

Business Area Expenditure Summary

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

Commit Item	Description	FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
500010	Salary Base Pay - Civilian	1,960,059	2,177,452	2,111,130	2,190,217
500060	Overtime - Civilian	0	0	2,000	0
500110	Bilingual Pay - Civilian	0	904	904	904
500210	Pay for Performance-Municipal	0	0	1,000	0
501070	Pension - Civilian	306,124	323,349	303,689	321,961
501120	Termination Pay - Civilian	0	0	34,000	0
502010	FICA - Civilian	148,221	166,647	164,131	167,618
503010	Health Ins-Act Civilian	169,819	220,038	196,200	208,035
503015	Basic Life Insurance - Active Civilian	0	3,036	1,650	1,269
503060	Long Term Disability-Civilian	4,147	2,720	2,720	2,550
503090	Workers Compensation-Civilian-Admin	6,844	6,976	7,750	6,300
504020	Compensation Contingency	0	29,727	0	32,043
504030	Unemployment Claims	1,015	1,120	12,000	1,050
Total	Personnel Services	2,596,229	2,931,969	2,837,174	2,931,947
Grand Total Expenditures		2,596,229	2,931,969	2,837,174	2,931,947

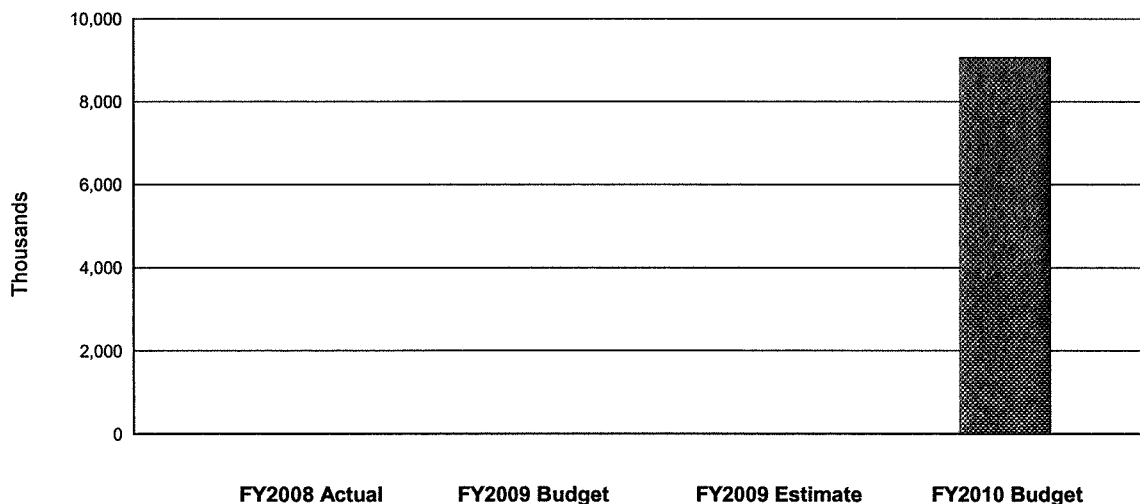
FISCAL YEAR 2010 BUDGET

Business Area Budget Summary

Fund Name : CIP Cost Recovery
Business Area Name : Information Technology
Fund No./Bus. Area No. : 1001 / 6800

		FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
Expenditures	Personnel Services	0	0	0	1,632,311
	Supplies	0	0	0	39,500
	Other Services and Charges	0	0	0	7,293,085
	Non-Capital Equipment	0	0	0	97,689
	Total M & O Expenditures	0	0	0	9,062,585
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	0	0	0	9,062,585
Revenues		0	0	0	9,062,585
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	17.3
	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	0.0	0.0	0.0	17.3
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> o Develop a citywide core competence for call center technologies and deploy a centrally managed platform that all City departments can leverage according to their own needs, budgets, and timelines. o Design and build a Custom Developed Municipal Courts Case Management System to manage the critical processes required to operate a high volume, complex court operation. o Design and deployment of an enterprise Active Directory and Email solution based on Industry Best practices. o Implementation of the new 700 MHz Radio System to provide public safety agencies additional system capacity for critical public safety communications, improved coverage and to ensure equipment reliability. o Manage Fleet Management System (upgrade or replacement) to support the General Services Department citywide. Management includes vehicle procurement, maintenance and disposition-citywide. o Includes 3% HOPE and 1.25% Pay for Performance increases. 				

**CIP Cost Recovery
Information Technology
Expenditure Summary**



FISCAL YEAR 2010 BUDGET

Business Area Cost Center Summary

Fund Name : CIP Cost Recovery
Business Area Name : Information Technology
Fund No./Bus Area No. : 1001 / 6800

Cost Center Description	Cost Center Objectives
<p>IT-Enterprise Application 6800020001</p> <p>Responsible for providing citywide applications support to the City's core business systems; support selected departmental applications and project management for: (1) Call Center (2) Municipal Courts Case Management System (3) Fleet Management System.</p>	<p>Develop citywide core competence for Call Center technology. Design a Municipal Courts Case Management System to manage the high volume, complex court operation. Implement a Fleet Management system to support vehicle procurement, maintenance and disposition-citywide.</p>
<p>IT-Enterprise Operations 6800030007</p> <p>Manage server platforms; storage systems, data center facilities, server rooms, email, communication systems, and system management tools.</p>	<p>Design and deploy an enterprise Active Directory and Email solution based on Industry Best practices.</p>
<p>IT - Radio Comm Services 6800050001</p> <p>Responsible for upgrading current City radios to 700 MHz.</p>	<p>Implement the new 700 MHz Radio System to provide public safety agencies additional system capacity for critical public safety communications, improved coverage, and ensure equipment reliability.</p>

FISCAL YEAR 2010 BUDGET

Business Area Cost Center Summary									
Fund Name : CIP Cost Recovery Business Area Name : Information Technology Fund No./Bus Area No. : 1001 / 6800									
Performance Measures	FY2008 Actual			FY2009 Estimate			FY2010 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Appropriation meet target	N/A			N/A			95%		
Project on schedule	N/A			N/A			95%		
Project within budget	N/A			N/A			95%		
	0.0	0		0.0	0		3.1	5,969,164	
Project on schedule	N/A			N/A			95%		
Project within budget	N/A			N/A			95%		
	0.0	0		0.0	0		4.0	541,368	
Complete design review	N/A			N/A			08/31/2009		
	0.0	0		0.0	0		10.2	2,552,053	
Total	<u>0.0</u>	<u>0</u>		<u>0.0</u>	<u>0</u>		<u>17.3</u>	<u>9,062,585</u>	

FISCAL YEAR 2010 BUDGET

Fund Name : CIP Cost Recovery
Business Area Name : Information Technology
Fund No./Bus Area No. : 1001 / 6800

JOB DESCRIPTION	PAY GRADE	FY2009 Current Budget FTE	FY2010 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	0.0	1.0	1.0
ADMINISTRATIVE SPECIALIST	20	0.0	0.8	0.8
ASSISTANT DIRECTOR (EXE LEV)	32	0.0	0.8	0.8
IRM MANAGER	29	0.0	3.0	3.0
IT PROJECT MANAGER	28	0.0	0.6	0.6
LAN SPECIALIST	26	0.0	1.0	1.0
PROGRAMMER ANALYST IV	25	0.0	1.0	1.0
SENIOR IT PROJECT MANAGER (EXE LEV)	30	0.0	1.8	1.8
SENIOR PROJECT MANAGER	27	0.0	1.0	1.0
SENIOR TELECOMMUNICATIONS SPECIALIST	21	0.0	1.0	1.0
SYSTEMS CONSULTANT	26	0.0	1.3	1.3
TECHNICAL HARDWARE ANALYST III	23	0.0	4.0	4.0
Total FTEs		0.0	17.3	17.3
Less adjustment for Civilian Vacancy Factor		0.0	0.0	0.0
Full-Time Equivalents		0.0	17.3	17.3

FISCAL YEAR 2010 BUDGET

Business Area Revenue Summary

Fund Name : CIP Cost Recovery
Business Area Name : Information Technology
Fund No./Bus Area No. : 1001 / 6800

Commit Item	Description	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
6800020001	IT-Enterprise Application			
424030	Intfd Computer Dev	0	0	5,969,164
6800030007	IT-Enterprise Operations			
424030	Intfd Computer Dev	0	0	541,368
6800050001	IT - Radio Comm Services			
424030	Intfd Computer Dev	0	0	2,552,053
Total	Information Technology	<u>0</u>	<u>0</u>	<u>9,062,585</u>

FISCAL YEAR 2010 BUDGET

Business Area Expenditure Summary

Fund Name : CIP Cost Recovery
Business Area Name : Information Technology
Fund No./Bus. Area No. : 1001 / 6800

Commit Item	Description	FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
500010	Salary Base Pay - Civilian	0	0	0	1,242,912
501070	Pension - Civilian	0	0	0	182,706
502010	FICA - Civilian	0	0	0	95,065
503010	Health Ins-Act Civilian	0	0	0	105,151
503015	Basic Life Insurance - Active Civilian	0	0	0	656
503060	Long Term Disability-Civilian	0	0	0	1,504
503090	Workers Compensation-Civilian-Admin	0	0	0	3,718
504030	Unemployment Claims	0	0	0	599
Total	Personnel Services	0	0	0	1,632,311
511070	Miscellaneous Office Supplies	0	0	0	22,000
511150	Miscellaneous Parts & Supplies	0	0	0	17,500
Total	Supplies	0	0	0	39,500
520100	Temporary Personnel Services	0	0	0	96,600
520107	Computer Info/Contr	0	0	0	100,000
520110	Management Consulting Services	0	0	0	3,380,000
520121	IT Application Svcs	0	0	0	221,000
520520	Printing & Reproduction Services	0	0	0	42,000
520755	Contingency	0	0	0	1,710,000
520910	Travel - Non-Training Related	0	0	0	33,600
521505	Electricity	0	0	0	110,880
521610	Voice Services	0	0	0	15,883
521620	Voice Equipment	0	0	0	200
521715	Office Equipment Rental	0	0	0	6,932
521725	Other Rental	0	0	0	1,439,000
521730	Parking Space Rental	0	0	0	20,190
522430	Miscellaneous Other Services & Charges	0	0	0	116,800
Total	Other Services and Charges	0	0	0	7,293,085
551010	Non-Capital Office Furniture & Equipment	0	0	0	7,750
551015	Non-Capital Computer Equipment	0	0	0	19,030
551040	Non-Capital Other	0	0	0	70,909
Total	Non-Capital Equipment	0	0	0	97,689
Grand Total Expenditures		0	0	0	9,062,585