

FISCAL YEAR 2015 BUDGET

Fund Summary

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

| | <u>FY2014 Current Budget</u> | <u>FY2014 Estimate</u> | <u>FY2015 Budget</u> |
|-----------------------------------|----------------------------------|----------------------------|--------------------------|
| Beginning Fund Balance | 21,161 | 21,161 | 21,161 |
| Current Revenues | <u>5,798,078</u> | <u>5,231,113</u> | <u>5,342,394</u> |
| Total Available Resources | <u><u>5,819,239</u></u> | <u><u>5,252,274</u></u> | <u><u>5,363,555</u></u> |
| Maintenance and Operations | <u>5,798,078</u> | <u>5,231,113</u> | <u>5,342,394</u> |
| Total Expenditures | <u>5,798,078</u> | <u>5,231,113</u> | <u>5,342,394</u> |
| Planned Ending Fund Balance | <u>21,161</u> | <u>21,161</u> | <u>21,161</u> |
| Total Budget | <u><u>5,819,239</u></u> | <u><u>5,252,274</u></u> | <u><u>5,363,555</u></u> |
| 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 supports renovation and reconstruction of fire stations, police substations and other facilities. General Services Department's In-House Renovation Group provides labor and expertise required to address maintenance deficiencies by performing capital improvements to various City facilities and emergency repairs affecting life safety issues. Costs are billed to bond funds for those projects that result in permanent improvement to facilities.

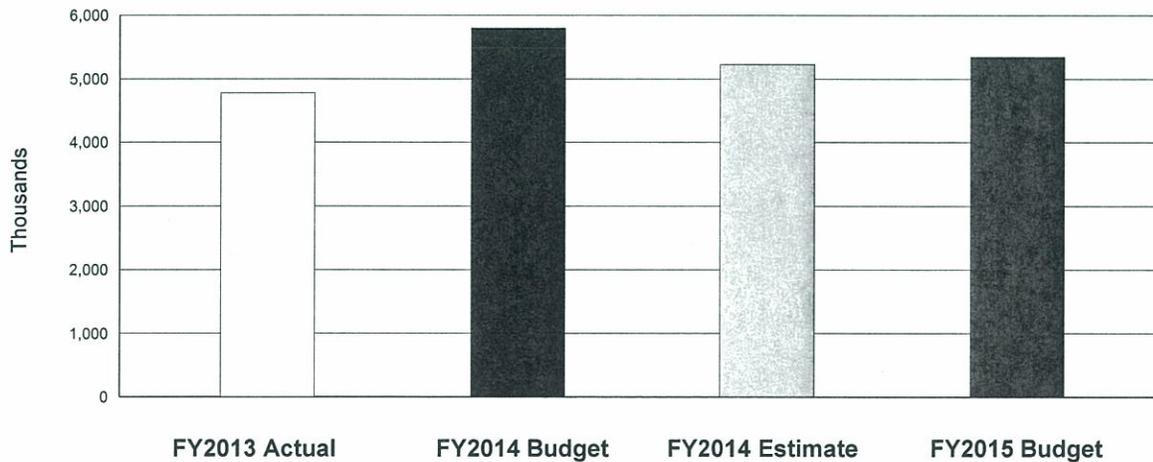
The FY2015 Budget includes funding to renovate and/or reconstruct fire stations and office build-outs, and manage construction of various Houston Fire Department (HFD) and Houston Police Department (HPD) Capital Improvement Projects. The City facilities, including HFD buildings, need to be maintained at a quality standard that meets code and provides for operational efficiency.

Business Area Budget Summary

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

| | | FY2013 Actual | FY2014 Current Budget | FY2014 Estimate | FY2015 Budget |
|---|--|------------------|--------------------------|--------------------|------------------|
| Expenditures | Personnel Services | 2,080,065 | 2,328,885 | 2,281,720 | 2,356,548 |
| | Supplies | 751,819 | 734,807 | 777,689 | 779,095 |
| | Other Services and Charges | 1,947,498 | 2,734,386 | 2,171,704 | 2,206,751 |
| | Total M & O Expenditures | 4,779,382 | 5,798,078 | 5,231,113 | 5,342,394 |
| | Debt Service & Other Uses | 0 | 0 | 0 | 0 |
| | Total Expenditures | 4,779,382 | 5,798,078 | 5,231,113 | 5,342,394 |
| Revenues | | 4,779,382 | 5,798,078 | 5,231,113 | 5,342,394 |
| Staffing | Full-Time Equivalents - Civilian | 30.0 | 30.0 | 29.5 | 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 | 30.0 | 30.0 | 29.5 | 30.0 |
| | Full-Time Equivalents - Overtime | 0.0 | 0.3 | 0.1 | 0.1 |
| Significant Budget Changes and Highlights | <ul style="list-style-type: none"> o The FY2015 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases. o Complete full renovation of Fire Stations 68 and 13. o Address priority 1 and priority 2 needs for HFD and HPD from the Facility Assessment Report. | | | | |

**In-House Renovation
General Services
Expenditure Summary**



Business Area Performance Measures

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

| Performance Measure | Priority | FY2013 Actual | FY2014 Budget | FY2014 Estimate | FY2015 Budget |
|--|----------|---------------|---------------|-----------------|---------------|
| Build-Out Projects and Facility Improvements/Repairs | I | 83 | 45 | 37 | 35 |
| Facility Condition Assessment (FCA Repairs) | I | N/A | 43 | 21 | 22 |
| Expenditures Budget vs Actual Utilization | F | 82% | 100% | 90% | 100% |
| Revenues Budget vs Actual Utilization | F | 82% | 100% | 90% | 100% |

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

FISCAL YEAR 2015 BUDGET

Division Summary

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

| Division Description | FY2013 Actual | | FY2014 Estimate | | FY2015 Budget | |
|--|---------------|------------------|-----------------|------------------|---------------|------------------|
| | FTEs | Cost \$ | FTEs | Cost \$ | FTEs | Cost \$ |
| GSD - In-House Renovation 250005 In-house staff performs capital improvements to various City facilities and emergency repairs affecting life safety issues, including the renovation and reconstruction of fire stations, police facilities, and other work space renovations, build-outs, upgrades, structural issues and expansion needs requested by client departments. | 30.0 | 4,779,382 | 29.5 | 5,231,113 | 30.0 | 5,342,394 |
| Total | <u>30.0</u> | <u>4,779,382</u> | <u>29.5</u> | <u>5,231,113</u> | <u>30.0</u> | <u>5,342,394</u> |

FISCAL YEAR 2015 BUDGET

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 | FY2014 Current Budget FTE | FY2015 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 | 14.0 | 14.0 | |
| MAINTENANCE SUPERVISOR | 16 | 2.0 | 2.0 | |
| MANAGEMENT ANALYST I | 15 | 0.0 | 1.0 | 1.0 |
| PLUMBER | 14 | 1.0 | 1.0 | |
| PLUMBER LEADER | 18 | 1.0 | 1.0 | |
| SUPERINTENDENT | 24 | 2.0 | 1.0 | (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 |

FISCAL YEAR 2015 BUDGET

Business Area Revenue Summary

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

| Commit Item | Description | FY2014 Current Budget | FY2014 Estimate | FY2015 Budget |
|-------------------|----------------------------------|--------------------------|--------------------|------------------|
| 2500050001 | GSD - In-House Renovation | | | |
| 425100 | Indirect Cost Recovery-Other | 148,078 | 138,913 | 191,464 |
| 452020 | Recoveries & Refunds | 5,650,000 | 5,092,200 | 5,150,930 |
| Total | GSD - In-House Renovation | <u>5,798,078</u> | <u>5,231,113</u> | <u>5,342,394</u> |
| Total | General Services | <u>5,798,078</u> | <u>5,231,113</u> | <u>5,342,394</u> |

FISCAL YEAR 2015 BUDGET

Business Area Expenditure Summary

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

| Commit Item | Description | FY2013 Actual | FY2014 Current Budget | FY2014 Estimate | FY2015 Budget |
|--------------|--|------------------|-----------------------|------------------|------------------|
| 500010 | Salary Base Pay - Civilian | 1,310,064 | 1,383,295 | 1,364,557 | 1,424,055 |
| 500060 | Overtime - Civilian | 1,195 | 48,000 | 10,000 | 7,500 |
| 500090 | Premium Pay - Civilian | 2,564 | 2,000 | 2,636 | 2,500 |
| 501070 | Pension - Civilian | 281,822 | 313,871 | 318,119 | 361,140 |
| 502010 | FICA - Civilian | 92,821 | 109,648 | 96,092 | 109,704 |
| 503010 | Health Ins-Act Civilian | 359,247 | 410,170 | 428,311 | 389,295 |
| 503015 | Basic Life Insurance - Active Civilian | 770 | 1,064 | 835 | 827 |
| 503050 | Health/Life Insurance - Retiree Civilian | 7,336 | 14,000 | 9,626 | 14,000 |
| 503060 | Long Term Disability-Civilian | 2,496 | 2,550 | 2,648 | 2,550 |
| 503090 | Workers Compensation-Civilian-Admin | 6,084 | 7,170 | 7,892 | 7,860 |
| 503100 | Workers Compensation-Civilian-Claim | 15,666 | 36,067 | 41,004 | 36,067 |
| 504030 | Unemployment Claims - Administration | 0 | 1,050 | 0 | 1,050 |
| Total | Personnel Services | 2,080,065 | 2,328,885 | 2,281,720 | 2,356,548 |
| 511020 | Construction Materials | 404,759 | 288,512 | 288,512 | 288,512 |
| 511025 | Electrical Hardware & Parts | 87,870 | 194,432 | 194,432 | 194,432 |
| 511030 | Mechanical Hardware & Parts | 63,857 | 60,976 | 60,976 | 60,976 |
| 511035 | Meters Hydrants & Plumbing Supplies | 103,743 | 62,535 | 95,121 | 87,535 |
| 511045 | Computer Supplies | 862 | 500 | 500 | 500 |
| 511050 | Paper & Printing Supplies | 980 | 1,000 | 1,000 | 1,000 |
| 511070 | Miscellaneous Office Supplies | 10,858 | 7,840 | 7,840 | 7,840 |
| 511110 | Fuel | 10 | 7,840 | 0 | 0 |
| 511115 | Vehicle Repair & Maintenance Supplies | 1,931 | 7,056 | 0 | 0 |
| 511120 | Clothing | 1,759 | 5,340 | 5,340 | 5,000 |
| 511145 | Small Tools & Minor Equipment | 24,699 | 20,560 | 30,857 | 27,000 |
| 511150 | Miscellaneous Parts & Supplies | 50,491 | 78,216 | 93,111 | 106,300 |
| Total | Supplies | 751,819 | 734,807 | 777,689 | 779,095 |
| 520100 | Temporary Personnel Services | 0 | 20,000 | 20,000 | 20,000 |
| 520101 | Janitorial Services | 6,885 | 7,840 | 7,840 | 7,840 |
| 520106 | Architectural Services | 41,901 | 125,440 | 125,440 | 125,440 |
| 520109 | Medical Dental & Laboratory Services | 0 | 157 | 157 | 157 |
| 520110 | Management Consulting Services | 324 | 0 | 0 | 0 |
| 520112 | Banking Services | 185 | 400 | 400 | 400 |
| 520114 | Miscellaneous Support Services | 10,347 | 0 | 0 | 0 |
| 520118 | Refuse Disposal | 2,201 | 7,840 | 2,424 | 2,840 |
| 520120 | Communications Equipment Services | 82,493 | 101,360 | 101,360 | 101,360 |
| 520121 | IT Application Svcs | 0 | 0 | 0 | 8,685 |
| 520123 | Vehicle & Motor Equipment Services | 2,733 | 31,360 | 31,360 | 31,360 |
| 520124 | Other Equipment Services | 114 | 3,136 | 3,136 | 3,136 |
| 520126 | Construction Site Work Services | 109,596 | 232,720 | 283,123 | 212,720 |
| 520127 | Structural Construction Work Services | 725,004 | 829,434 | 402,326 | 293,734 |
| 520128 | Other Construction Work Services | 143,785 | 120,864 | 137,019 | 120,864 |
| 520141 | Engineering Services | 31,430 | 104,691 | 104,691 | 104,691 |
| 520520 | Printing & Reproduction Services | 7,118 | 5,488 | 5,488 | 5,488 |
| 520765 | Membership & Professional Fees | 1,474 | 1,568 | 1,568 | 1,568 |
| 520805 | Education & Training | 1,209 | 1,470 | 1,470 | 1,470 |
| 521405 | Building Maintenance Services | 684,782 | 1,010,118 | 807,986 | 1,010,118 |
| 521415 | Land and Grounds Maintenance | 0 | 6,272 | 6,272 | 6,272 |
| 521605 | Data Services | 0 | 3,226 | 3,226 | 2,612 |
| 521610 | Voice Services | 19 | 215 | 215 | 52 |
| 521620 | Voice Equipment | 18,754 | 13,846 | 13,846 | 13,846 |
| 521625 | Voice Labor | 9,285 | 17,554 | 17,554 | 17,554 |

FISCAL YEAR 2015 BUDGET

Business Area Expenditure Summary

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

| Commit Item | Description | FY2013 Actual | FY2014 Current Budget | FY2014 Estimate | FY2015 Budget |
|--------------|--|------------------|-----------------------|------------------|------------------|
| 521630 | GIS Revolving Fund Services | 1,214 | 1,518 | 1,518 | 1,668 |
| 521635 | Voice Services -Wireless | 0 | 2,326 | 2,326 | 1,341 |
| 521705 | Vehicle/Equipment Rental/Lease | 5,886 | 2,326 | 2,326 | 7,326 |
| 521725 | Other Rental | 11,696 | 16,420 | 16,420 | 17,976 |
| 522430 | Miscellaneous Other Services & Charges | 26,642 | 41,510 | 46,926 | 51,360 |
| 522721 | Interfund HR Client Services | 21,204 | 24,041 | 24,041 | 33,480 |
| 522722 | KRONOS Service Chargeback | 1,217 | 1,246 | 1,246 | 1,393 |
| Total | Other Services and Charges | 1,947,498 | 2,734,386 | 2,171,704 | 2,206,751 |
| | Grand Total Expenditures | 4,779,382 | 5,798,078 | 5,231,113 | 5,342,394 |