

FISCAL YEAR 2018 BUDGET

Fund Summary

Fund Name : Project Cost Recovery Fund

Fund No./Bus. Area No. : 1001 / 2000 / 2500

	<u>FY2017</u> <u>Current Budget</u>	<u>FY2017</u> <u>Estimate</u>	<u>FY2018</u> <u>Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	50,243,371	46,908,878	51,947,870
Total Available Resources	<u>50,243,371</u>	<u>46,908,878</u>	<u>51,947,870</u>
Maintenance and Operations	50,243,371	46,908,878	51,947,870
Total Expenditures	<u>50,243,371</u>	<u>46,908,878</u>	<u>51,947,870</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>50,243,371</u></u>	<u><u>46,908,878</u></u>	<u><u>51,947,870</u></u>
<u>Fund Balance Distribution</u>			
Non-Spendable	0	0	0
Restricted	0	0	0
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2017 Budget, the FY2017 Estimate and the FY2018 Budget for the Project Cost Recovery Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Project Cost Recovery Fund was established to segregate those activities that are in direct support of the Street, Stormwater, Traffic, Water & Wastewater Capital Improvement Plan (CIP). These activities encompass a variety of divisions within the department, with the majority of the activities in the Engineering & Construction Division (ECD). 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 overhead that pays for administrative costs provided by the fund's management and support staff as well as Public Works and Engineering allocated costs. An additional amount is included in the surcharge that pays for the fund's indirect cost allocation as calculated by the Finance Department. Lastly, the General Services Department (GSD) expenditures within this fund are also recovered from CIP funds.

The mission and primary areas of focus for the Project Cost Recovery Fund are: To design and construct Houston's public infrastructure so that quality capital projects are delivered timely, within budget and with minimum inconvenience to the public.

Short Term Goals

- o Execute current Capital Improvement Plan workload to meet or exceed performance measure standards.
- o Complete Capital Improvement Program Management System(CIPMS) upgrades, initiate back end programming, and prioritize and schedule future system modifications.
- o Continue to acquire parcels by construction award date.
- o Continue efforts to develop and implement processes to perform need assessments, prioritize needs, and develop candidate projects across infrastructure programs.
- o Configure contract database to generate automatic alerts for contract specific actions.
- o Calibrate and optimize the GIS aligned operational and planning model for the water system.
- o Define and implement a department-wide standard mobile workforce technology platform consisting of proven collaborative tools for communication and tracking installed on standard cellular and tablets.

Long Term Goals

- o Utilize manpower analysis as a basis for ECD level of efforts. Continue to review evaluation reports on consultants and contractors.
- o Develop citywide infrastructure needs based on population growth and regulatory drivers with processes to delivery necessary CIP candidate projects based on infrastructure condition and growth.
- o Develop regional re-use plan for indirect re-use water rights.
- o Refresh and upgrade PWE's computing and communities to increase capabilities and support new technologies.
- o Manage and implement calming devices to improve neighborhood quality of life by reducing cut-through traffic, excessive vehicular speeds on neighborhood streets, and promote safe bike usage.

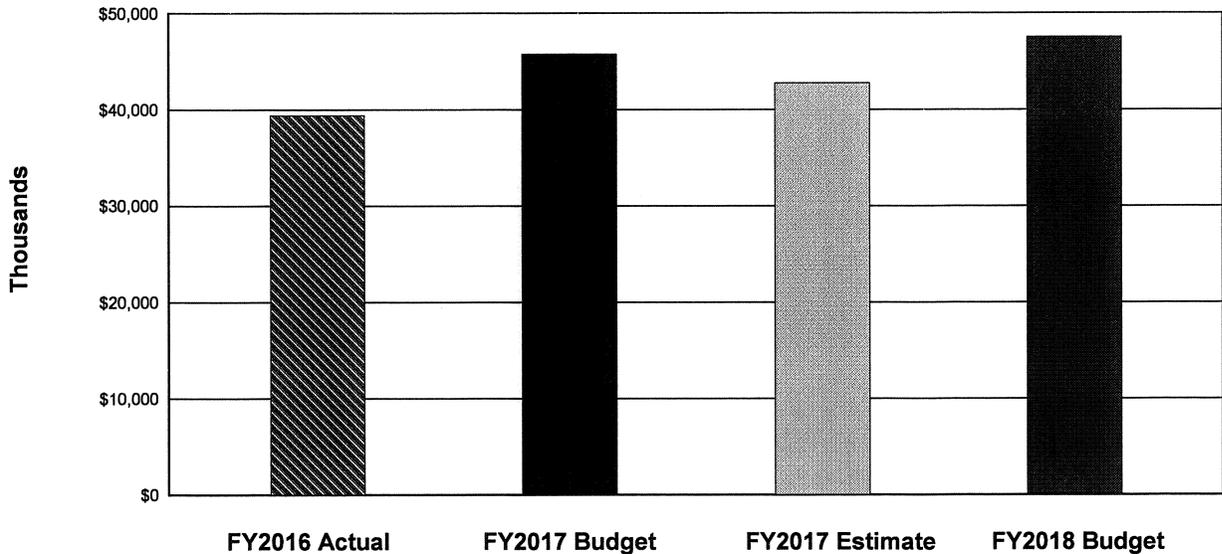
FISCAL YEAR 2018 BUDGET

Business Area Budget Summary

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

		FY2016 Actual	FY2017 Current Budget	FY2017 Estimate	FY2018 Budget
Expenditures	Personnel Services	31,566,231	36,208,300	33,813,219	37,668,800
	Supplies	295,209	426,800	330,511	525,600
	Other Services and Charges	7,505,101	8,998,300	8,508,988	8,719,800
	Equipment	0	23,250	0	383,300
	Non-Capital Equipment	30,839	110,550	98,700	236,300
	Total M & O Expenditures	<u>39,397,380</u>	<u>45,767,200</u>	<u>42,751,418</u>	<u>47,533,800</u>
	Debt Service & Other Uses	0	0	0	0
Total Expenditure	<u>39,397,380</u>	<u>45,767,200</u>	<u>42,751,418</u>	<u>47,533,800</u>	
Revenues		39,397,380	45,767,200	42,751,418	47,533,800
Staffing	Full-Time Equivalents - Civilian	302.7	336.7	316.8	349.0
	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	<u>302.7</u>	<u>336.7</u>	<u>316.8</u>	<u>349.0</u>
	Full-Time Equivalents - Overtime	2.0	4.0	2.9	3.6
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> o The FY2018 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases. o Includes new inspector positions to perform in-house construction management; generating \$1.6 million savings in construction management fees in Capital Improvement Projects. o Includes additional resources to support the Northeast Water Purification Plant Expansion Project. Most of the costs (84%) related to the additional resources will be paid for by the four participating water authorities. o Includes 3 additional FTEs due to moving the Mayor's Office for People's with Disabilities to Public Works & Engineering from the Department of Neighborhoods. o Implementation of 10-year CIP plan for FY2018 - FY2027. 				

**Project Cost Recovery Fund
Public Works & Engineering
Expenditure Summary**



FISCAL YEAR 2018 BUDGET

Business Area Performance Measures				
Fund Name : Project Cost Recovery Fund Business Area : Public Works & Engineering Fund No. /Bus. Area No. : 1001 / 2000				
Performance Measures	FY2016 Actual	FY2017 Budget	FY2017 Estimate	FY2018 Budget
Accept Work Actions Prepared	95	84	97	98
Construction Projects Completed on Schedule	88%	92%	92%	95%
Construction Projects Completed within Budget	97%	98%	98%	98%
Construction Projects Substantially Completed	51	80	85	79
Engineers and Inspectors with License Renewals	100%	100%	100%	100%
Parcels of Land Acquired	370	497	420	450
Pre-engineering Needs Identification Completed	25	44	28	45
Professional Services Contracts Awarded	69	70	54	62
Systems Availability - CIPMS	99.5%	99.5%	99.5%	99.5%
Expenditures Adopted Budget vs Actual Utilization	89%	98%	93%	98%
Revenues Adopted Budget vs Actual Utilization	89%	100%	93%	100%

FISCAL YEAR 2018 BUDGET

Division Summary						
Fund Name : Project Cost Recovery Fund Business Area : Public Works & Engineering Fund No. /Bus Area No. : 1001 / 2000						
Division Description	FY2016 Actual		FY2017 Estimate		FY2018 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
Traffic Operations Division 200002 Manages and analyzes traffic calming plans to support the Neighborhood Traffic Management Program.	2.9	358,100	3.0	383,902	6.4	683,300
Office of the Director 200003 Administers the City's Minority/Women/Disadvantaged Business Enterprise Program (M/W/DBE) and Persons with Disabilities Business Enterprises Program (PDBE).	0.0	814,370	0.0	890,024	3.0	928,000
PWE - Public Utility 200004 Manages contractual issues and other required coordination with participating water authorities related to the Northeast Water Plant Expansion.	0.0	0	4.2	598,218	14.9	2,082,200
PWE - Finance 200005 Processes pay estimates and project reimbursements in a timely manner. Provides financial reports on project and grant related activities. Monitors and accounts for CIP related revenues and expenses.	13.3	2,753,306	13.7	3,186,604	15.5	3,559,200
Planning & Development Services Division 200006 Coordinates planning initiatives and prepares long-term 10-year planning goals for City's infrastructure improvement as well as acquires land in support of Capital Improvement Plan projects.	45.0	5,865,500	50.8	6,688,977	56.9	7,684,400
Engineering & Construction Division 200007 Responsible for the implementation of engineering and construction of infrastructure projects per the City's adopted five-year CIP plan.	238.3	28,765,874	241.6	29,871,105	247.3	31,331,300

FISCAL YEAR 2018 BUDGET

Division Summary							
Fund Name : Project Cost Recovery Fund							
Business Area : Public Works & Engineering							
Fund No. /Bus Area No. : 1001 / 2000							
Division Description	FY2016 Actual		FY2017 Estimate		FY2018 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
Information Technology 200008 Provides and maintains technology solutions to support planning, design, construction, operation, and maintenance of the public infrastructure systems while maintaining high availability, response time, data accuracy, and integrity to serve the needs of the Department. Technically assists the PWE inspectors to perform work and input data into CIPMS from remote sites.	3.2	812,330	3.5	1,104,688	5.0	1,237,100	
Management Support Branch 200009 Provides necessary funding to ensure effective delivery of accurate, reliable and timely bi-weekly payroll reports.	0.0	27,900	0.0	27,900	0.0	28,300	
Total	302.7	39,397,380	316.8	42,751,418	349.0	47,533,800	

FISCAL YEAR 2018 BUDGET

Business Area Revenues Summary

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

Category	FY2016 Actual	FY2017 Current Budget	FY2017 Estimate	FY2018 Budget
Licenses and Permits	50,985	35,000	35,000	35,000
Intergovernmental	0	71,100	71,100	71,100
Direct Interfund Services	39,340,133	45,661,100	42,628,854	47,411,700
Miscellaneous/Other	6,262	0	16,464	16,000
Grand Total Revenues	<u>39,397,380</u>	<u>45,767,200</u>	<u>42,751,418</u>	<u>47,533,800</u>



FISCAL YEAR 2018 BUDGET

Business Area Budget Summary

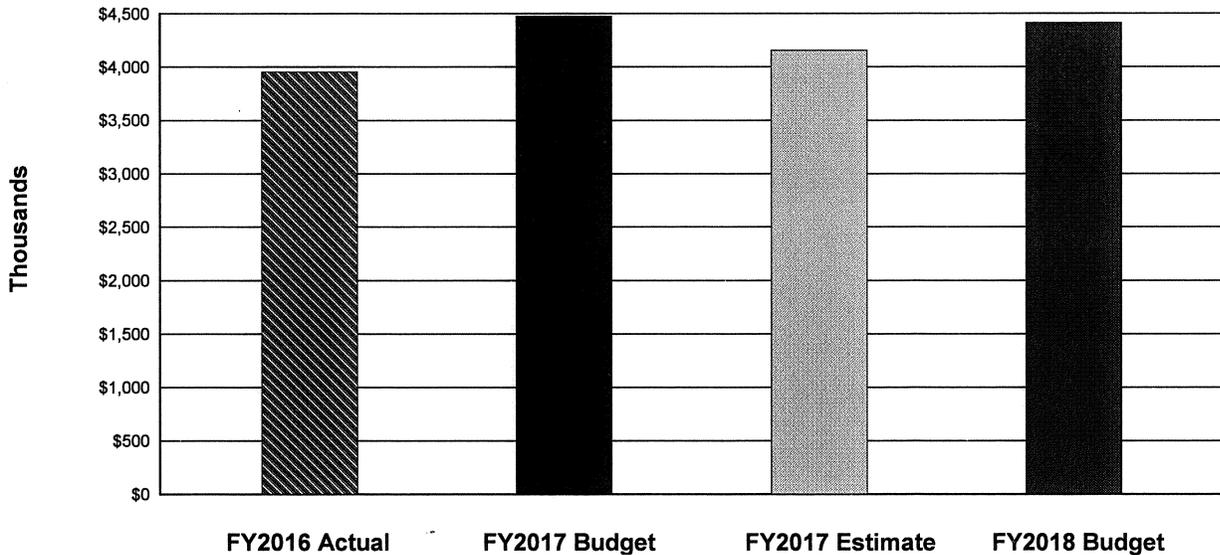
Fund Name : Project Cost Recovery Fund
Business Area : General Services
Fund No. /Bus. Area No. : 1001 / 2500

		FY2016 Actual	FY2017 Current Budget	FY2017 Estimate	FY2018 Budget
Expenditures	Personnel Services	3,951,922	4,476,171	4,157,460	4,414,070
	Total M & O Expenditures	3,951,922	4,476,171	4,157,460	4,414,070
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	3,951,922	4,476,171	4,157,460	4,414,070
Revenues		3,951,922	4,476,171	4,157,460	4,414,070
Staffing	Full-Time Equivalents - Civilian	36.1	38.0	34.9	36.2
	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	36.1	38.0	34.9	36.2
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0

Significant Budget Changes and Highlights

- o The FY2018 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases.
- o Continue implementing Leadership in Energy and Environmental Design (LEED™) standards to improve the quality of City buildings and their impact on the environment.

**Project Cost Recovery Fund
General Services
Expenditure Summary**



FISCAL YEAR 2018 BUDGET

Business Area Performance Measures

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

Performance Measures	FY2016 Actual	FY2017 Budget	FY2017 Estimate	FY2018 Budget
Job Order Contract/Task Order Contract Projects	203	285	246	280
Expenditures Adopted Budget vs Actual Utilization	93%	100%	93%	100%
Revenues Adopted Budget vs Actual Utilization	93%	100%	93%	100%

FISCAL YEAR 2018 BUDGET

Division Summary

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

Division Description	FY2016 Actual		FY2017 Estimate		FY2018 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
GSD-Design & Construction 250003 Provide CIP planning; manage the design and construction of City facilities for all departments except Aviation; facilitate tenant improvements; manage construction and coordinate moves; track, monitor, and manage environmental contracts; civic art administration; provide in-house planning and design services and project management.	36.1	3,951,922	34.9	4,157,460	36.2	4,414,070
Total	36.1	3,951,922	34.9	4,157,460	36.2	4,414,070

FISCAL YEAR 2018 BUDGET

Business Area Revenues Summary

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

Category	FY2016 Actual	FY2017 Current Budget	FY2017 Estimate	FY2018 Budget
Direct Interfund Services	3,951,922	4,476,171	4,157,460	4,414,070
Grand Total Revenues	<u><u>3,951,922</u></u>	<u><u>4,476,171</u></u>	<u><u>4,157,460</u></u>	<u><u>4,414,070</u></u>