

FISCAL YEAR 2022 BUDGET

Fund Summary

Fund Name : Project Cost Recovery Fund

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

	<u>FY2021 Current Budget</u>	<u>FY2021 Estimate</u>	<u>FY2022 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	58,303,401	52,079,084	57,889,677
Total Available Resources	<u>58,303,401</u>	<u>52,079,084</u>	<u>57,889,677</u>
Maintenance and Operations	58,249,637	52,079,084	57,889,677
Total Expenditures	<u>58,303,401</u>	<u>52,079,084</u>	<u>57,889,677</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>58,303,401</u></u>	<u><u>52,079,084</u></u>	<u><u>57,889,677</u></u>

Fund Balance Distribution

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 FY2021 Budget, the FY2021 Estimate and the FY2022 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 service lines within the department, with the majority of the activities in the Capital Projects service line. The costs of these activities are recovered from the appropriate CIP funds through the use of time sheets provided by the service lines. Included in the chargeback is overhead that pays for administrative costs provided by the fund's management and support staff as well as Houston Public Works' 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 Accept All Construction Work by Council within 12 months of Substantial Completion Date.
- o Apply ATLAS-14 criteria to projects on adopted CIP, and revise significant impacts to scope, time, and budget.
- o Automate tracking system for coversheet, contracts, and processes.
- o Continue to manage existing traffic calming devices, provide information about the Neighborhood Traffic Management Program (NTMP) process, and to respond to inquiries from constituents, council, and others about the NTMP.
- o Execute current Northeast Water Plant Project expansion design and construction plan to meet or exceed performance measure standards.

Long Term Goals

- o Assist Infrastructure Planning and Prioritization (IPP) in continuing to develop proper project packages by utilizing Design Concept Reports (DCRs).
- o Complete the redesign and implementation of CIMS (Capital Improvement Management System) 3.0.
- o Continuation of Aurigo training and fine-tuning.
- o Continue to acquire 90% of parcels by construction advertise date.
- o Develop regional re-use plan for indirect re-use water rights.
- o Develop in-house design capabilities to shorten project delivery term.
- o Implement calming devices to improve neighborhood quality of life by reducing cut-through traffic and excessive vehicular speeds on neighborhood streets and to improve processes for delivering high quality Traffic Signal, Intelligent Transportation System (ITS), Active Transportation, Street Rehabilitation and CDSF program deliverables.
- o Implement Project Management principles and methodologies across Houston Public Works.

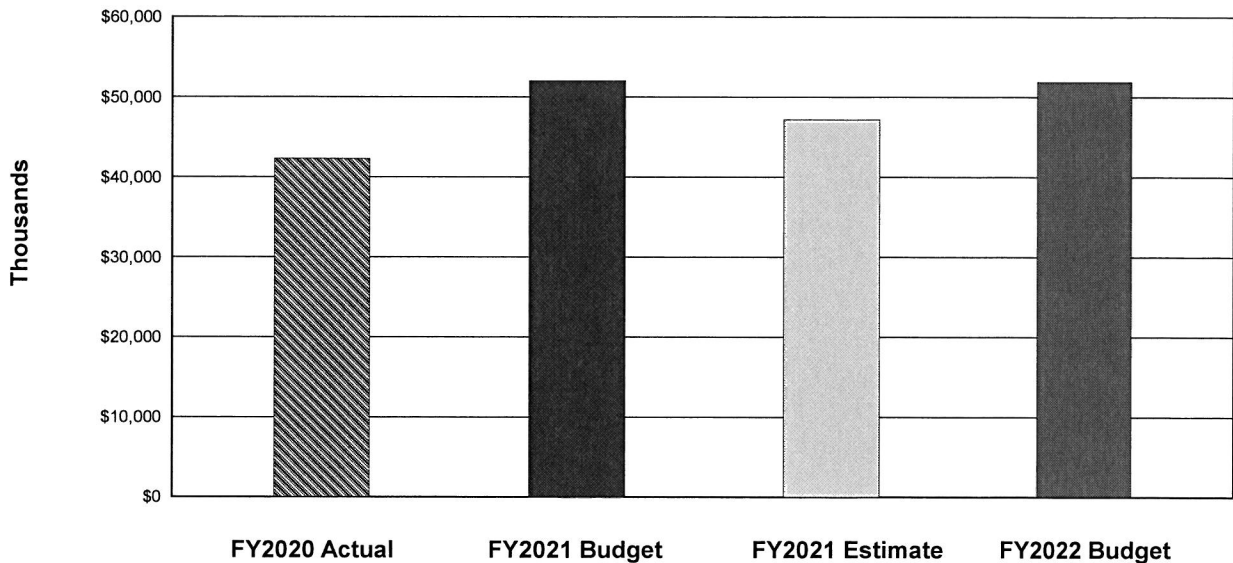
FISCAL YEAR 2022 BUDGET

Business Area Budget Summary

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

		FY2020 Actual	FY2021 Current Budget	FY2021 Estimate	FY2022 Budget
Expenditures	Personnel Services	34,341,835	41,863,200	37,573,970	42,267,800
	Supplies	192,920	476,400	416,313	304,100
	Other Services and Charges	7,070,240	8,464,436	7,901,095	8,075,000
	Equipment	618,800	966,100	1,141,100	1,050,000
	Non-Capital Equipment	94,588	203,100	178,400	202,100
	Total M & O Expenditures	42,318,383	51,973,236	47,210,878	51,899,000
	Debt Service & Other Uses	5,482	53,764	0	0
	Total Expenditure	42,323,865	52,027,000	47,210,878	51,899,000
Revenues		42,323,865	52,027,000	47,210,878	51,899,000
Staffing	Full-Time Equivalents - Civilian	297.0	362.2	323.1	358.7
	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	297.0	362.2	323.1	358.7
	Full-Time Equivalents - Overtime	2.8	2.6	1.8	2.1
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> o The FY2022 Budget provides funding for health benefits and pension contribution. o Continues to support the Northeast Water Purification Plant Expansion Project. Most of the costs (84%) will be paid for by the four participating water authorities. o The FY2022 Budget provides funding for B2G Now and LCP Tracker Payroll reporting system. o The FY2022 Budget provides funding for Aurigo training contract, for software and services for project management. o Implementation of 10-year CIP plan for FY2022 - FY2031. 				

**Project Cost Recovery Fund
Houston Public Works
Expenditure Summary**



FISCAL YEAR 2022 BUDGET

Business Area Performance Measures				
Fund Name : Project Cost Recovery Fund Business Area : Houston Public Works Fund No. /Bus. Area No. : 1001 / 2000				
Performance Measures	FY2020 Actual	FY2021 Target	FY2021 Estimate	FY2022 Target
Accept Work Actions Prepared	70	80	70	75
Construct traffic signal, active transportation, & CDSF projects within 90 days of notice to proceed	90%	90%	98%	90%
Construction Projects Completed on Schedule	91%	92%	90%	90%
Construction Projects Completed within Budget	90%	91%	90%	90%
Construction Projects Substantially Completed	35	40	37	40
Design Concept Reports in Progress	N/A	6	N/A	N/A
Engineers and Inspectors with License Renewals	100%	100%	100%	100%
Interagency plan review comments returned to customers within 15 days	90%	90%	93%	90%
Parcels of Land Acquired	781	788	700	750
Partnerships created through ILA's and Grant Agreements	N/A	5	7	5
Professional Services Contracts Awarded	48	64	58	64
Systems Availability - CIPMS	99.5%	99.5%	99.5%	99.5%
Traffic Signal Communications Network Uptime	93%	90%	80%	90%
Expenditures Adopted Budget vs Actual Utilization	81%	98%	91%	98%
Revenues Adopted Budget vs Actual Utilization	81%	100%	91%	100%

FISCAL YEAR 2022 BUDGET

Division Summary							
Fund Name : Project Cost Recovery Fund							
Business Area : Houston Public Works							
Fund No. /Bus Area No. : 1001 / 2000							
Division Description	FY2020 Actual		FY2021 Estimate		FY2022 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
Transportation & Drainage Operations 200001 Manages and analyzes traffic calming plans to support the NTMP. Collects data, coordinates with regional partners/stakeholders to develop transportation and drainage projects that address community needs for resilient and sustainable growth in addition to Council District Service Fund (CDSF) projects.	52.1	6,056,741	67.4	7,987,402	87.6	10,076,200	
Office of the Director 200003 Administers the City's Minority/Women/Disadvantaged Business Enterprise Program (M/W/DBE).	8.4	1,766,116	7.3	1,911,790	7.0	1,848,800	
Houston Water 200004 Manages contractual issues and other required coordination with participating water authorities related to the Northeast Water Plant Expansion.	9.7	1,322,244	5.2	1,012,421	5.0	934,000	
Financial Management Services 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.	9.3	2,665,880	14.9	2,789,701	19.1	2,941,100	
Capital Projects 200007 Responsible for the implementation of engineering and construction of infrastructure projects per the City's adopted five-year CIP plan.	213.6	29,865,043	224.6	32,135,813	235.0	34,507,800	
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 HPW inspectors to perform work and input data into CIPMS from remote sites.	3.9	620,943	3.7	1,343,351	5.0	1,560,300	

FISCAL YEAR 2022 BUDGET

Division Summary							
Fund Name : Project Cost Recovery Fund							
Business Area : Houston Public Works							
Fund No. /Bus Area No. : 1001 / 2000							
Division Description	FY2020 Actual		FY2021 Estimate		FY2022 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
Management Support Branch 200009							
Provides necessary funding to ensure effective delivery of accurate, reliable and timely bi-weekly payroll reports.	0.0	26,898	0.0	30,400	0.0	30,800	
Total	<u>297.0</u>	<u>42,323,865</u>	<u>323.1</u>	<u>47,210,878</u>	<u>358.7</u>	<u>51,899,000</u>	

FISCAL YEAR 2022 BUDGET

Business Area Revenues Summary

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

Category	FY2020 Actual	FY2021 Current Budget	FY2021 Estimate	FY2022 Budget
Charges for Services	10,151	35,000	35,000	35,000
Direct Interfund Services	42,312,040	51,976,000	47,159,878	51,848,000
Miscellaneous/Other	1,674	16,000	16,000	16,000
Grand Total Revenues	<u><u>42,323,865</u></u>	<u><u>52,027,000</u></u>	<u><u>47,210,878</u></u>	<u><u>51,899,000</u></u>



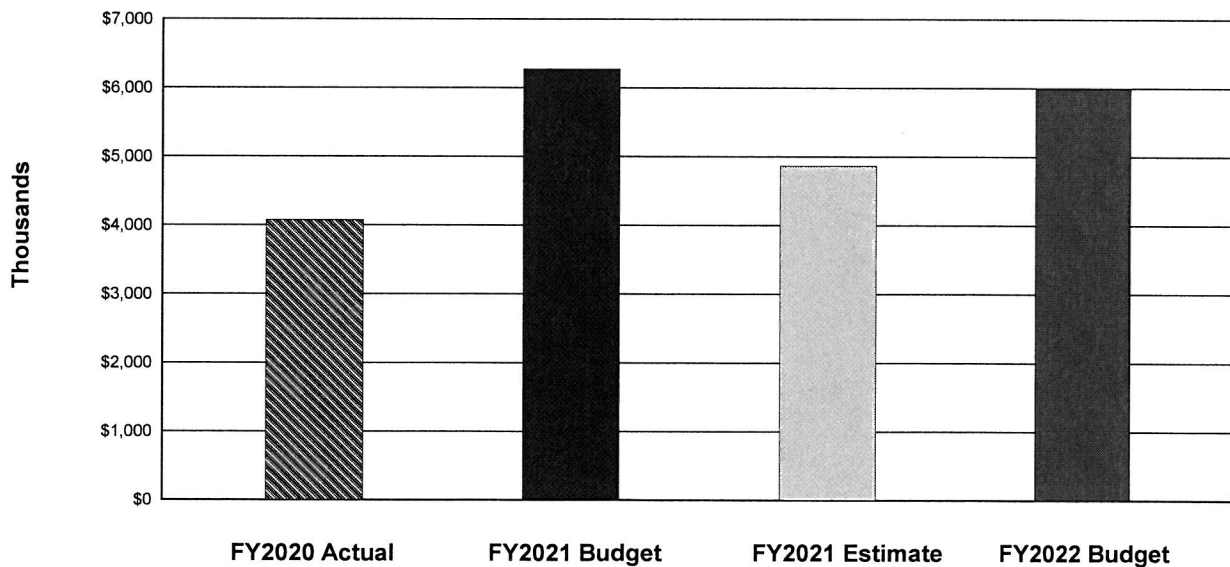
FISCAL YEAR 2022 BUDGET

Business Area Budget Summary

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

		FY2020 Actual	FY2021 Current Budget	FY2021 Estimate	FY2022 Budget
Expenditures	Personnel Services	3,997,702	6,160,259	4,754,119	5,817,605
	Other Services and Charges	76,595	116,142	114,087	173,072
	Total M & O Expenditures	<u>4,074,297</u>	<u>6,276,401</u>	<u>4,868,206</u>	<u>5,990,677</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	<u>4,074,297</u>	<u>6,276,401</u>	<u>4,868,206</u>	<u>5,990,677</u>
Revenues		4,074,297	6,276,401	4,868,206	5,990,677
Staffing	Full-Time Equivalents - Civilian	31.3	47.4	38.2	47.7
	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>31.3</u>	<u>47.4</u>	<u>38.2</u>	<u>47.7</u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2022 Budget provides funding for health benefits and pension contribution.				
	o Continue executing major and minor facility condition assessments priorities 1 & 2.				

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



FISCAL YEAR 2022 BUDGET

Business Area Performance Measures

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

Performance Measures	FY2020 Actual	FY2021 Target	FY2021 Estimate	FY2022 Target
Job Order Contract/Task Order Contract Projects	280	400	356	400
Expenditures Adopted Budget vs Actual Utilization	86%	100%	78%	100%
Revenues Adopted Budget vs Actual Utilization	86%	100%	78%	100%

FISCAL YEAR 2022 BUDGET

Division Summary							
Fund Name : Project Cost Recovery Fund Business Area : General Services Fund No. /Bus Area No. : 1001 / 2500							
Division Description	FY2020 Actual		FY2021 Estimate		FY2022 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.	31.3	4,074,297	38.2	4,868,206	47.7	5,990,677	
Total	31.3	4,074,297	38.2	4,868,206	47.7	5,990,677	

FISCAL YEAR 2022 BUDGET

Business Area Revenues Summary

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

Category	FY2020 Actual	FY2021 Current Budget	FY2021 Estimate	FY2022 Budget
Direct Interfund Services	3,699,077	6,276,401	4,868,206	5,990,677
Miscellaneous/Other	375,220	0	0	0
Grand Total Revenues	<u><u>4,074,297</u></u>	<u><u>6,276,401</u></u>	<u><u>4,868,206</u></u>	<u><u>5,990,677</u></u>