

FISCAL YEAR 2023 BUDGET

Fund Summary

Fund Name : Project Cost Recovery Fund

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

	<u>FY2022</u> <u>Current Budget</u>	<u>FY2022</u> <u>Estimate</u>	<u>FY2023</u> <u>Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	57,889,677	53,432,453	62,532,760
Total Available Resources	<u>57,889,677</u>	<u>53,432,453</u>	62,532,760
Maintenance and Operations	57,889,677	53,432,453	62,532,760
Total Expenditures	<u>57,889,677</u>	<u>53,432,453</u>	62,532,760
 Planned Ending Fund Balance	 <u>0</u>	 <u>0</u>	 <u>0</u>
Total Budget	<u><u>57,889,677</u></u>	<u><u>53,432,453</u></u>	<u>62,532,760</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 FY2022 Budget, the FY2022 Estimate and the FY2023 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 Works 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.

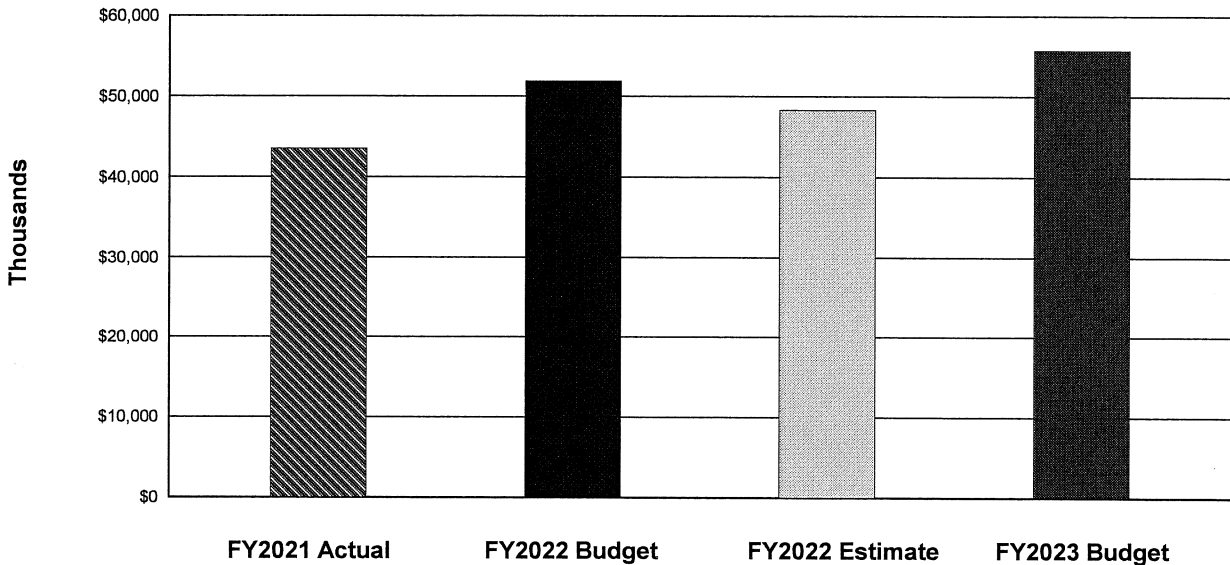
FISCAL YEAR 2023 BUDGET

Business Area Budget Summary

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

		FY2021 Actual	FY2022 Current Budget	FY2022 Estimate	FY2023 Budget
Expenditures	Personnel Services	35,859,537	42,267,800	38,890,987	45,081,244
	Supplies	153,708	287,900	231,906	259,400
	Other Services and Charges	6,547,765	8,181,200	8,200,120	9,349,356
	Equipment	898,944	974,000	800,000	850,000
	Non-Capital Equipment	(36,045)	188,100	187,900	193,000
	Total M & O Expenditures	43,423,909	51,899,000	48,310,913	55,733,000
	Debt Service & Other Uses	53,764	0	0	0
Total Expenditure	43,477,673	51,899,000	48,310,913	55,733,000	
Revenues		43,477,673	51,899,000	48,310,913	55,733,000
Staffing	Full-Time Equivalents - Civilian	309.4	358.7	332.4	363.1
	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	309.4	358.7	332.4	363.1
	Full-Time Equivalents - Overtime	2.0	2.1	2.2	1.2
Significant Budget Changes and Highlights	o The FY2023 Budget provides funding for health benefits, pension contribution, and municipal employees contractual pay increases.				
	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 FY2023 Budget provides funding for B2G Now and LCP Tracker Payroll reporting system.				
	o The FY2023 Budget provides funding for Aurigo training contract, for software and services for project management.				
	o Implementation of 10-year CIP plan for FY2023 - FY2032.				

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



FISCAL YEAR 2023 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	FY2021 Actual	FY2022 Target	FY2022 Estimate	FY2023 Target
Accept Work Actions Prepared	67	75	70	70
CDSF Projects completed within 90 days notice to proceed	N/A	N/A	N/A	90%
Construct traffic signal, active transportation, & CDSF projects within 90 days of notice to proceed	97.7%	90%	90%	N/A
Construction Projects Completed on Schedule	89%	90%	90%	90%
Construction Projects Completed within Budget	91%	90%	90%	90%
Construction Projects Substantially Completed	37	40	40	40
Engineers and Inspectors with License Renewals	100%	100%	100%	100%
Interagency plan review comments returned to customers within 15 days	87%	90%	96%	90%
Parcels of Land Acquired	571	750	600	600
Partnerships created through ILA's and Grant Agreements	N/A	5	N/A	N/A
Professional Services Contracts Awarded	63	64	64	64
Systems Availability - CIPMS	99.5%	99.5%	99.5%	99.5%
Traffic Signal Communications Network Uptime	86%	90%	N/A	N/A
Expenditures Adopted Budget vs Actual Utilization	84%	98%	93%	98%
Revenues Adopted Budget vs Actual Utilization	84%	100%	93%	100%

FISCAL YEAR 2023 BUDGET

Division Summary						
Fund Name : Project Cost Recovery Fund						
Business Area : Houston Public Works						
Fund No. /Bus Area No. : 1001 / 2000						
Division Description	FY2021 Actual		FY2022 Estimate		FY2023 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.	66.2	7,369,252	76.7	8,924,364	94.5	11,519,639
Office of the Director 200003 Administers the City's Minority/Women/Disadvantaged Business Enterprise Program (M/W/DBE).	7.4	1,597,889	7.0	1,863,527	7.0	2,152,992
Houston Water 200004 Manages contractual issues and other required coordination with participating water authorities related to the Northeast Water Plant Expansion.	5.3	930,468	5.2	930,004	5.0	984,519
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.	13.9	2,630,591	17.6	2,778,620	18.1	3,406,175
Capital Projects 200007 Responsible for the implementation of engineering and construction of infrastructure projects per the City's adopted five-year CIP plan.	213.3	30,322,512	221.7	32,602,738	234.5	35,916,680
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.	3.3	594,005	4.2	1,180,860	4.0	1,718,695

FISCAL YEAR 2023 BUDGET

Division Summary

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

Division Description	FY2021 Actual		FY2022 Estimate		FY2023 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	32,956	0.0	30,800	0.0	34,300
Total	309.4	43,477,673	332.4	48,310,913	363.1	55,733,000

FISCAL YEAR 2023 BUDGET

Business Area Revenues Summary

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

Category	FY2021 Actual	FY2022 Current Budget	FY2022 Estimate	FY2023 Budget
Charges for Services	0	35,000	35,000	35,000
Direct Interfund Services	43,269,591	51,848,000	48,259,913	55,682,000
Interest	103,856	0	0	0
Miscellaneous/Other	104,226	16,000	16,000	16,000
Grand Total Revenues	<u>43,477,673</u>	<u>51,899,000</u>	<u>48,310,913</u>	<u>55,733,000</u>



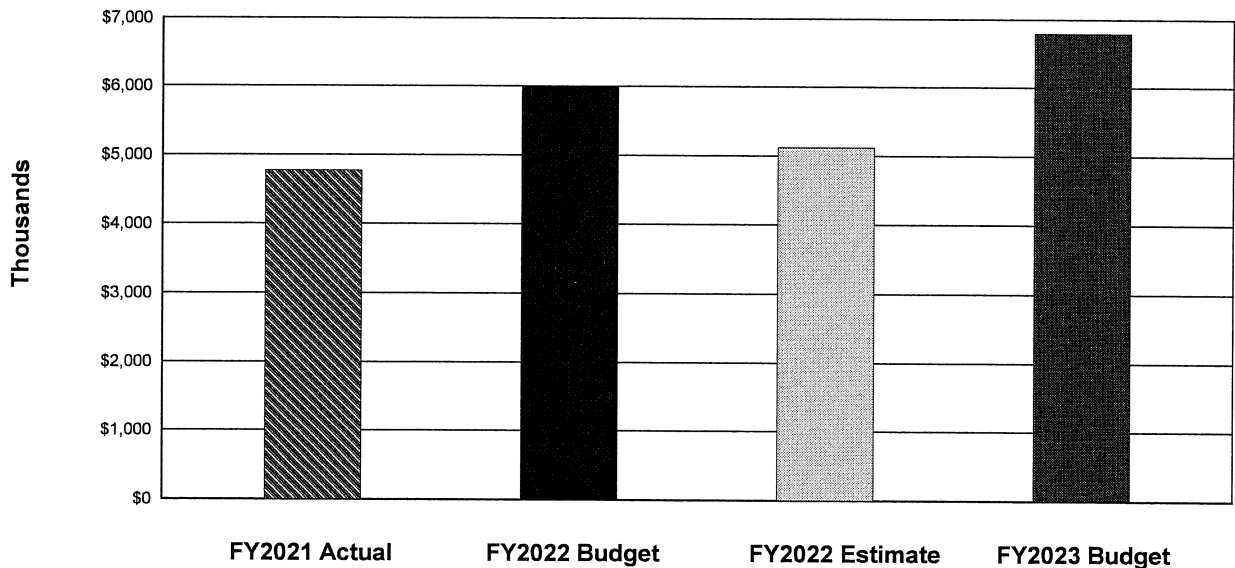
FISCAL YEAR 2023 BUDGET

Business Area Budget Summary

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

		FY2021 Actual	FY2022 Current Budget	FY2022 Estimate	FY2023 Budget
Expenditures	Personnel Services	4,634,857	5,817,605	4,974,696	6,606,621
	Other Services and Charges	140,394	173,072	146,844	193,139
	Total M & O Expenditures	4,775,251	5,990,677	5,121,540	6,799,760
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	4,775,251	5,990,677	5,121,540	6,799,760
Revenues		4,775,251	5,990,677	5,121,540	6,799,760
Staffing	Full-Time Equivalents - Civilian	37.8	47.4	40.2	51.5
	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	37.8	47.4	40.2	51.5
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> o The FY2023 Budget provides funding for health benefits, pension contribution, and municipal employees contractual pay increases. o FY2023 includes 4 additional positions to create the Capital Planning group as the General Service Department is in the process of conducting a new facility assessment and implementing new software systems. 				

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



FISCAL YEAR 2023 BUDGET

Business Area Performance Measures

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

Performance Measures	FY2021 Actual	FY2022 Target	FY2022 Estimate	FY2023 Target
Job Order Contract/Task Order Contract Projects	318	400	300	400
Expenditures Adopted Budget vs Actual Utilization	76%	100%	85%	100%
Revenues Adopted Budget vs Actual Utilization	76%	100%	85%	100%

FISCAL YEAR 2023 BUDGET

Division Summary							
Fund Name : Project Cost Recovery Fund							
Business Area : General Services							
Fund No. /Bus Area No. : 1001 / 2500							
Division Description	FY2021 Actual		FY2022 Estimate		FY2023 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.	37.8	4,775,251	40.2	5,121,540	51.5	6,799,760	
Total	37.8	4,775,251	40.2	5,121,540	51.5	6,799,760	

FISCAL YEAR 2023 BUDGET

Business Area Revenues Summary

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

Category	FY2021 Actual	FY2022 Current Budget	FY2022 Estimate	FY2023 Budget
Direct Interfund Services	4,775,238	5,990,677	5,121,540	6,799,760
Miscellaneous/Other	13	0	0	0
Grand Total Revenues	<u><u>4,775,251</u></u>	<u><u>5,990,677</u></u>	<u><u>5,121,540</u></u>	<u><u>6,799,760</u></u>