



## Department Description

The Public Works Department is a new department comprised of the former Engineering and Capital Projects (E&CP) and General Services Departments. The managerial reorganization of the Public Works Department is complete. E&CP and General Services units will retain their existing cost center structure in Fiscal Year 2012.

E&CP provides a full range of engineering services for the City's capital investment in its various types of infrastructure. E&CP is responsible for the planning, design, project management, and construction management of public improvement projects; quality control and inspection of private work permitted in the right-of-way; and surveying and materials testing.

The core mission of General Services is to provide the most efficient and effective direct support to other City departments, enabling the provision of critical public services. City staff relies on General Services for a range of basic tasks including vehicle maintenance, facilities repair, wireless communications, and document production.



**Page Intentionally Left Blank**

# Public Works - Engineering & Capital Projects



## Division Description

E&CP's activities include work on various public infrastructure assets to rehabilitate, restore, improve, and add to the City of San Diego's capital facilities. The Capital Improvement Program (CIP) covers a wide range of projects including: libraries, fire, lifeguard and police stations, parks and recreation centers, lighting and traffic signals, street improvements, bikeways and other transportation projects, drainage and flood control facilities, rebuilding and expanding water and sewer pipelines, treatment plants, and pump stations, and dry utilities under-grounding projects. To address concerns and recommendations related to the planning and coordination of work performed in the right-of-way, a reorganization and consolidation of the management functions related to streets and drainage occurred on January 1, 2011. The Transportation Engineering Operations Division that resided in the former Engineering and Capital Projects Department was involved in this restructuring and is now part of a new Transportation and Storm Water Department.

E&CP is comprised of the following functions:

### Architectural Engineering & Parks

Architectural Engineering & Parks manages the implementation of non-right-of-way and vertical capital improvement projects. This responsibility includes the design and project management of public buildings, parks, recreation facilities, airport-related projects, water and sewer treatment plants, reservoirs, and pump station projects.

### Field Engineering

Field Engineering manages construction contracts, materials testing, land surveying services, and geological assessment/support. These responsibilities includes quality assurance/quality control inspection of CIP projects on City property or within the City's right-of-way, inspection of private land development of public infrastructure, land survey support for design mapping/construction staking, traffic engineering support during construction, and testing of construction materials in the field and at manufacturing facilities throughout the region.

### Project Implementation and Technical Services

Project Implementation and Technical Services provides centralized technical, operational, and project support services to the other functions within the Division, as well as other departments in the City. These services include preliminary engineering and asset management, project controls, CIP fund management, Americans with Disabilities Act (ADA) compliance review for CIP projects, quality control and standards, environmental and permitting assistance, community outreach, and information technology.

### Right-of-Way Design

Right-of-Way Design manages the implementation of right-of-way and related horizontal capital improvement projects. This responsibility includes the design and project management of water and sewer pipelines, transportation and street-related projects, bridges, flood plains and drainage infrastructure, signals, streetlights, and utilities under-grounding projects.

# Public Works - Engineering & Capital Projects

E&CP's mission is:

*To provide exceptional engineering services including technical and operational support, design and construction for the Capital Improvement Program, and oversight of development of public infrastructure and facilities*

## Goals and Objectives

The following goals and objectives represent the action plan for E&CP.

***Goal 1: Provide courteous, accessible, seamless, and responsive services to foster partnerships and strengthen relationships with communities, industry, service providers, and customers***

With customers being the focal point of how E&CP delivers services, this goal is the starting point for achieving its objectives. E&CP recognizes that its customers play a crucial role in how, when and why it delivers a product. E&CP will move toward accomplishing this goal by focusing on the following objectives.

- Communicate clearly and effectively and collaborate with internal and external customers
- Manage customer expectations to achieve customer satisfaction
- Deliver services seamlessly to customers

***Goal 2: Manage and utilize personnel and processes to effectively and efficiently deliver projects***

E&CP must ensure the delivery of an efficient and effective product or service to its customer. E&CP will move toward accomplishing this by focusing on the following objectives.

- Deliver capital projects on time and in a cost effective manner
- Deliver the overall capital program in accordance with the annual execution plans

***Goal 3: Implement a uniform and objective ranking system to prioritize all CIP projects effectively and efficiently***

This goal is focused on making sure that E&CP is targeting its CIP resources toward the City's greatest needs. E&CP will move toward accomplishing this by focusing on the following objective.

- Institute and maintain a project prioritization system to include all asset classes and project types

## Service Efforts and Accomplishments

During Fiscal Year 2011, E&CP delivered design services and managed construction exceeding \$250 million in more than 430 City-wide capital improvement projects. The following is a sample of the various infrastructure improvement projects undertaken from July 2010 to June 2011.

### **Buildings and Other Facilities**

Construction of the New Central Library started at the beginning of this fiscal year and continues successfully under E&CP's management. E&CP completed ADA accessibility improvements to Fire Station 13, Mira Mesa Teen Center, Rancho Bernardo Recreation Center, Scripps Ranch Library, and Cliffridge Park Comfort Station. Also completed were roof replacements, heating, ventilating, and air conditioning (HVAC) improvements to Fire Stations # 7, 34, and 41.

Design services are underway for accessibility, HVAC, and other facility improvements to the following:

- Balboa Park: Museum of Man, Casa del Prado, Casa de Balboa
- Libraries: Ocean Beach, Main Library

# Public Works - Engineering & Capital Projects

- Recreation Centers and Pools: Allied Gardens, Vista Terrace, Rancho Peñasquitos, La Jolla Shores Station, Children's Pool lifeguard station and restroom, Neil Good Day, MLK Jr, Ocean Beach, La Jolla Senior Center, and North Clairemont
- Police Stations: Eastern, Mid-City, Northeastern, Southeastern, Southern, Western, Traffic Division, Police headquarters and range
- Fire Stations: 38, 34, 9, and lifeguard headquarters
- Parking Lots Resurfacing: Balboa Park, Mission Bay Park and various recreation centers

## **Parks**

Play area improvements and upgrades were made to several parks including Montclair Neighborhood, MLK Jr, Paradise Hills, Chollas Lake, Montgomery Waller, Carmel Mountain Ranch, North Ocean Beach, and Mid City Community Gym. Several joint-use field improvements were completed to Birney, Crown Point, Dailard, Doyle, Mason, and Walker Elementary Schools. Also completed were improvements to the trails and drainage system at Florida Canyon in Balboa Park. Additionally, irrigation improvements are underway for the Balboa Park Golf Course.

Currently under design are the seismic retrofit to the California Tower, watershed protection to Cabrillo Heights Park, as well as playground upgrades and joint-use field improvements to Montgomery Academy, Chollas, Linda Vista and Pacific Breezes Community Parks, Roosevelt Middle School, Cabrillo Heights and Maddox Neighborhood Parks, Carmel Grove and City Heights Square Mini Parks, and the Mission Trails Regional Park Equestrian Comfort Station. Accessibility improvements are also under design for the View West Neighborhood Park and the Colina del Sol and Silverwing Recreation Centers.

## **Water and Sewer Facilities**

E&CP completed the construction of 40 miles of sewer main and trunk sewer replacements/rehabilitations, manholes, sewer laterals, and related appurtenances. In addition, 38 miles of water main replacements, water services, valves, pressure reducing stations and related appurtenances were awarded in numerous construction contracts.

A sample of the projects completed during Fiscal Year 2011 include the Hydroelectric Stairway Project at the Point Loma Wastewater Treatment Plant, Facilities Control System upgrade, Tile Removal, Centrate Collections upgrades at the Metro Biosolids Center, Rancho Peñasquitos Water Pump Station, North County Sewer Pump Station upgrades, North City Water Reclamation Plant Electrodialysis Reversal # 6, Alvarado Water Treatment Plant's rehabilitation of Flocculation and Sedimentation Basins and installation of Ozone Facilities, Otay Water Treatment Plant Phase 1 and 2, Fluoridation Facilities Projects at the Alvarado, Otay and Miramar Water Treatment Plants.

In addition, design and/or construction of the following projects are currently underway: Grit Processing at the Point Loma Wastewater Treatment Plant, Biosolids Storage Silos and Access Road Drainage Improvements at the Metro Biosolids Center, Sewer Pump Station 41 Rehabilitation, Pump Station Group III- Sewer Force Mains, Scripps Miramar Pump Station Upgrades, Miramar Water Treatment Plant Contract D, Water Department Security Upgrades, Chollas Building, and the Lower Otay Reservoir Emergency Outlet Improvements.

## **Utilities Undergrounding**

This program implements removal of utility lines (electric, phone, cable) and affiliated poles from overhead for relocation underground. Approximately 62.3 miles are in construction with approximately 16.2 miles targeted for completion. At the end of Fiscal Year 2011, an estimated 44 miles will be in design and estimated to begin construction in 2012 and 2013.

# Public Works - Engineering & Capital Projects

## Transportation

Completion of the Normal Street Median, Otay Mesa Truck Route Phase 3, State Route 15 Bikeway Study, along with the City-wide installation of various sidewalks, curb ramps, traffic calming measures, signal modifications, and new streetlight and signal installations.

Multiple projects are also in design or construction, including: 40<sup>th</sup> Street Promenade – Mid City Urban Trail, Aldine Drive & Fairmount Avenue Slope, Rose Creek Bikeway, Azalea Park Artistic Enhancement, Talmadge Series Circuit Upgrades, Scripps Ranch/Mira Mesa Medians, San Diego River Multi-Use Bicycle & Pedestrian Way, Shoal Creek Pedestrian Bridge, 43<sup>rd</sup> and Logan, University Avenue at Alabama Bike & Pedestrian Safety, University Avenue Mobility Project, Carmel Country Road, Pomerado Road, and Sports Arena Boulevard medians, Palm Ave Roadway Improvements, Thorn Street Median Improvements, and the 25<sup>th</sup> Street Renaissance Project. Various sidewalks, curb ramps, pedestrian improvements, traffic calming measures, signal modifications, and new streetlight and signal installations throughout the City are also under design or construction.

## Drainage

Construction completion of the following storm drains: Via Rialto Drive, Ingulf Place, Keighley Court, and Wenrich Drive, Campus Point Court, and 6<sup>th</sup> Avenue. Also completed were the Memorial Park Infiltration System, Rowena St. Pipeline Repair Phase II, and the Mission Bay Sewer Interceptor System. Projects under design and/or construction include the CMP Storm Drain Pipe Lining Group 1a, La Cresta Storm Drain Pipe Replacement, and the SD River Dredging Qualcomm Way to SR 163.

## Emergency Projects

In addition, in Fiscal Year 2011, E&CP responded to emergencies and other unplanned work for the following storm drain repairs: 5670 Bounty, Via Esprillo, Carmel Mountain Road, and 47th Street and Market. Other emergency work replacement and repair projects initiated and completed include the following: Pump Station D- Box Manifold, Metro Biosolids Center Falling Tiles, Pump Station 64 Force Main, Dulzura Conduit Flume Replacement, Power Center 6 Switch at the Point Loma Wastewater Treatment Plant, and the Otay 2nd Pipeline emergency water main replacement. E&CP also completed the emergency stabilization of the Mohnike Hay Barn at the Peñasquitos stables.

Finally, E&CP supported the Small Local Business Enterprise (SLBE) Program by creating seven small General Requirements Contracts exclusive to SLBE/ELBE (Emerging Local Business Enterprise) certified contractors. E&CP also assisted and supported the Equal Opportunity Contracting team in conducting outreach for the Program which included the development of the now recognized Web page [www.sdsmlcontracts.com](http://www.sdsmlcontracts.com), informational workshops, and the Program's promotion at industry networking events.

# Public Works - Engineering & Capital Projects

## Key Performance Indicators

Performance Measure	Actual FY2010	Estimated FY2011
Miles of waterline contracts awarded (NTP)	21 miles	38 miles <sup>1</sup>
Miles of sewer lines replaced/rehabilitated (BO/BU)	59 miles	40 miles <sup>2</sup>
Quarterly construction WIP (work-in-place based on paid invoices)	N/A <sup>3</sup>	\$160M
Total value of all projects awarded for construction (total project cost)	\$117M	\$350M <sup>4</sup>
Number of construction contracts awarded (NTP)	75	130 <sup>4</sup>
Percent of CIP projects designed or constructed within 10% of both their baseline schedule	70%	84%

1. Public Utilities requested that E&CP increase cast iron water main replacement in Fiscal Year 2011 to take advantage of a favorable bidding market.
2. Delays in the award of several sewer main rehabilitation contracts reduced miles for Fiscal Year 2011.
3. This is a new performance measure for Fiscal Year 2011; therefore, data for Fiscal Year 2010 is not available.
4. Client departments have requested increased CIP production to take advantage of a favorable bidding market, increasing the number and value of total Fiscal Year 2011 projects. In addition, funding was in place and 100% design and project permitting for several projects was complete. The Downtown Library contract (valued at over \$100 million) was awarded in Fiscal Year 2011.



**Page Intentionally Left Blank**

# Public Works - Engineering & Capital Projects

## Department Summary

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Positions	530.16	471.03	(59.13)
Personnel Expenditures	\$ 57,987,246	\$ 53,305,013	\$ (4,682,233)
Non-Personnel Expenditures	85,791,208	65,469,342	(20,321,866)
<b>Total Department Expenditures</b>	<b>\$ 143,778,454</b>	<b>\$ 118,774,355</b>	<b>\$ (25,004,099)</b>
<b>Total Department Revenue</b>	<b>\$ 114,363,553</b>	<b>\$ 102,255,736</b>	<b>\$ (12,107,817)</b>

## General Fund

### Department Expenditures

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Architectural Engineering & Parks	\$ 7,362,833	\$ 7,872,074	\$ 509,241
Business & Support Services	4,741,673	3,568,530	(1,173,143)
Field Engineering	18,958,739	19,769,500	810,761
Project Implementation & Tech Services	12,983,217	13,168,306	185,089
Right-of-Way Design	14,895,918	15,592,479	696,561
Transportation Engineering Operations	7,581,805	-	(7,581,805)
<b>Total</b>	<b>\$ 66,524,185</b>	<b>\$ 59,970,889</b>	<b>\$ (6,553,296)</b>

### Department Personnel

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Architectural Engineering & Parks	53.50	53.25	(0.25)
Business & Support Services	41.50	35.71	(5.79)
Field Engineering	145.00	147.30	2.30
Project Implementation & Tech Services	108.00	107.10	(0.90)
Right-of-Way Design	121.66	121.16	(0.50)
Transportation Engineering Operations	54.00	0.00	(54.00)
<b>Total</b>	<b>523.66</b>	<b>464.52</b>	<b>(59.14)</b>

### Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Equipment/Support for Information Technology</b> Funding allocated according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	\$ 3,238,629	\$ -
<b>Non-Discretionary Adjustment</b> Total expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	1,396,331	-
<b>Hourly Personnel Funding</b> Funding allocated according to a zero-based annual review of hourly funding requirements.	12.77	520,251	-

# Public Works - Engineering & Capital Projects

## Significant Budget Adjustments (Cont'd)

	FTE	Expenditures	Revenue
<b>Reclassification of Trash/Recycling Dumpster Service Expenses</b> Adjustment reflects the reclassification of trash/recycling dumpster service expenses from discretionary to non-discretionary.	0.00	(1,305)	-
<b>Reduction of Tuition Reimbursement</b> Reduction of tuition reimbursement after a review of prior year spending trends. Reduced funding will not impact MOU obligations.	0.00	(8,108)	-
<b>Reduction of Clerical Assistant 2</b> Reduction of 1.00 Clerical Assistant 2 and associated non-personnel expenditures. Reduction of this position will result in additional workload for remaining support staff.	(1.00)	(81,621)	-
<b>Reduction of Office Supplies</b> Reduction of non-personnel expenditures that will result in fewer supplies to aid in the performance of office functions.	0.00	(110,578)	-
<b>Reduction of Associate Engineer - Civil</b> Reduction of 1.00 Associate Engineer - Civil and associated non-personnel expenditures. Reduction of this position will impact scheduling and tracking of CIP projects while reduced funding for non-personnel expenditures will result in fewer safety items, office supplies, and consultant contracts.	(1.00)	(227,875)	-
<b>Reduction of Engineering &amp; Capital Projects Director</b> Reduction of 1.00 Engineering & Capital Projects Director.	(1.00)	(233,031)	-
<b>Reduction of Land Surveying and Materials Lab Testing</b> Reduction of non-personnel expenditures after a review of prior year spending trends. Reduced funding will impact employee efficiency for highly specialized functions such as land surveying and materials lab testing operations.	0.00	(247,533)	-
<b>Department Restructure</b> Transfer of the Transportation System Engineering & Operations Division from the Engineering & Capital Projects Department to the Transportation & Storm Water Department as a result of a department restructure.	(52.00)	(7,276,129)	(8,422,653)
<b>Revised Revenue</b> Adjustment to reflect Fiscal Year 2012 revenue projections.	0.00	-	1,867,873
<b>Total</b>	<b>(42.23)</b>	<b>\$ (3,030,969)</b>	<b>\$ (6,554,780)</b>

## Expenditures by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
<b>PERSONNEL</b>			
Salaries and Wages	\$ 35,342,027	\$ 32,253,178	\$ (3,088,849)
Fringe Benefits	21,965,007	20,397,368	(1,567,639)
<b>PERSONNEL SUBTOTAL</b>	<b>\$ 57,307,034</b>	<b>\$ 52,650,546</b>	<b>\$ (4,656,488)</b>
<b>NON-PERSONNEL</b>			
Supplies	\$ 1,130,241	\$ 691,314	\$ (438,927)
Contracts	3,504,677	2,150,641	(1,354,036)
Information Technology	3,614,604	3,238,629	(375,975)

# Public Works - Engineering & Capital Projects

## Expenditures by Category (Cont'd)

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Energy and Utilities	176,881	<b>325,166</b>	148,285
Other	691,020	<b>816,865</b>	125,845
Capital Expenditures	99,255	<b>97,255</b>	(2,000)
Debt	473	<b>473</b>	-
<b>NON-PERSONNEL SUBTOTAL</b>	<b>\$ 9,217,151</b>	<b>\$ 7,320,343</b>	<b>\$ (1,896,808)</b>
<b>Total</b>	<b>\$ 66,524,185</b>	<b>\$ 59,970,889</b>	<b>\$ (6,553,296)</b>

## Revenues by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Charges for Services	\$ 44,056,513	\$ <b>37,362,578</b>	\$ (6,693,935)
Fines Forfeitures and Penalties	1,193,809	-	(1,193,809)
Licenses and Permits	101,960	<b>5,500</b>	(96,460)
Other Financial Sources (Uses)	18,040,295	<b>19,533,002</b>	1,492,707
Other Revenue	6,000	-	(6,000)
Rev from Money and Prop	57,283	-	(57,283)
<b>Total</b>	<b>\$ 63,455,860</b>	<b>\$ 56,901,080</b>	<b>\$ (6,554,780)</b>

## Personnel Expenditures

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
<b>Salaries and Wages</b>						
20000011	1104	Account Clerk	5.00	<b>4.00</b>	\$31,491 - \$37,918	\$ 109,070
20000012	1105	Administrative Aide 1	1.00	<b>1.00</b>	36,962 - 44,533	43,420
20000024	1107	Administrative Aide 2	4.00	<b>4.00</b>	42,578 - 51,334	200,100
20001140	2181	Assistant Department Director	1.00	<b>1.00</b>	31,741 - 173,971	129,054
20000070	1153	Assistant Engineer-Civil	135.00	<b>132.00</b>	57,866 - 69,722	8,152,905
90000070	1153	Assistant Engineer-Civil - Hourly	0.30	<b>0.78</b>	57,866 - 69,722	45,135
20000077	1157	Assistant Engineer-Electrical	5.00	<b>5.00</b>	57,866 - 69,722	337,803
20000116	1207	Assistant Engineer-Traffic	27.00	<b>6.00</b>	57,866 - 69,722	403,690
20000143	1221	Associate Engineer-Civil	85.00	<b>83.00</b>	66,622 - 80,454	6,390,483
20000150	1223	Associate Engineer-Electrical	2.00	<b>2.00</b>	66,622 - 80,454	156,886
20000154	1225	Associate Engineer-Mechanical	1.00	<b>1.00</b>	66,622 - 80,454	78,443
20000167	1233	Associate Engineer-Traffic	17.00	<b>4.00</b>	66,622 - 80,454	308,944
20000119	1218	Associate Management Analyst	13.00	<b>12.00</b>	54,059 - 65,333	682,023
20000137	1218R	Associate Management Analyst	1.00	<b>1.00</b>	54,059 - 65,333	61,642
20000162	1227	Associate Planner	6.00	<b>6.00</b>	56,722 - 68,536	398,882
20000539	1535	Clerical Assistant 2	9.00	<b>7.00</b>	29,931 - 36,067	244,036
90000544	1535E	Clerical Assistant 2 - Hourly	0.00	<b>0.96</b>	29,931 - 36,067	29,645
20000545	1536	Contracts Processing Clerk	4.00	<b>4.00</b>	32,968 - 39,811	152,876
20001168	2214	Deputy Director	5.00	<b>4.00</b>	46,966 - 172,744	459,539
90001168	2214	Deputy Director - Hourly	0.00	<b>0.50</b>	46,966 - 172,744	54,928
20001114	2147	Engineering and Capital Projects Director	1.00	<b>0.00</b>	59,155 - 224,099	-
20000924	1876	Executive Secretary	0.50	<b>1.00</b>	43,555 - 52,666	51,349
20000290	1348	Information Systems Analyst 2	2.00	<b>2.00</b>	54,059 - 65,333	125,917

# Public Works - Engineering & Capital Projects

## Personnel Expenditures (Cont'd)

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
20000293	1349	Information Systems Analyst 3	1.00	<b>1.00</b>	59,363 - 71,760	71,760
20000998	1926	Information Systems Analyst 4	1.00	<b>1.00</b>	66,768 - 80,891	78,464
20000377	1401	Information Systems Technician	1.00	<b>0.00</b>	42,578 - 51,334	-
20000551	1546	Junior Engineer-Civil	0.00	<b>1.00</b>	50,003 - 60,549	53,322
90000552	1546A	Junior Engineer-Civil - Hourly	0.00	<b>0.50</b>	50,003 - 60,549	25,002
20001018	1938	Land Surveying Assistant	13.00	<b>13.00</b>	57,866 - 69,722	878,228
20001019	1939	Land Surveying Associate	5.00	<b>5.00</b>	66,622 - 80,454	389,801
90001019	1939	Land Surveying Associate - Hourly	0.50	<b>0.00</b>	66,622 - 80,454	-
90001073	2103	Management Intern - Hourly	5.00	<b>4.26</b>	24,274 - 29,203	103,404
20000669	1638	Park Designer	4.00	<b>4.00</b>	66,664 - 80,496	313,936
20000680	1648	Payroll Specialist 2	3.00	<b>3.00</b>	34,611 - 41,787	119,718
20000740	1725	Principal Drafting Aide	1.00	<b>0.00</b>	50,003 - 60,549	-
20000743	1727	Principal Engineering Aide	51.00	<b>50.00</b>	50,003 - 60,549	2,725,414
90000743	1727	Principal Engineering Aide - Hourly	0.00	<b>0.50</b>	50,003 - 60,549	25,002
20000518	1525	Principal Survey Aide	8.00	<b>8.00</b>	50,003 - 60,549	411,429
20000748	1730	Principal Traffic Engineering Aide	5.00	<b>0.00</b>	50,003 - 60,549	-
20000760	1750	Project Assistant	7.00	<b>7.00</b>	57,866 - 69,722	475,853
20000761	1751	Project Officer 1	6.00	<b>6.00</b>	66,622 - 80,454	470,658
20000763	1752	Project Officer 2	7.00	<b>7.00</b>	76,794 - 92,851	537,608
20000784	1777	Public Information Officer	1.00	<b>1.00</b>	43,514 - 52,707	46,891
20000869	1844	Senior Account Clerk	1.00	<b>1.00</b>	36,067 - 43,514	-
20000885	1855	Senior Civil Engineer	24.00	<b>24.00</b>	76,794 - 92,851	2,150,350
90000885	1855	Senior Civil Engineer - Hourly	0.50	<b>0.60</b>	76,794 - 92,851	46,076
20000927	1879	Senior Clerk/Typist	4.00	<b>3.00</b>	36,067 - 43,514	125,973
90000400	1423	Senior Drafting Aide - Hourly	0.36	<b>0.34</b>	44,429 - 53,706	15,106
20000900	1861	Senior Engineering Aide	2.00	<b>2.00</b>	44,429 - 53,706	104,726
20000830	1806	Senior Engineering Geologist	1.00	<b>1.00</b>	76,794 - 92,851	76,794
90000830	1806	Senior Engineering Geologist - Hourly	0.00	<b>0.50</b>	76,794 - 92,851	38,397
20001014	1935	Senior Land Surveyor	2.00	<b>2.00</b>	76,794 - 92,851	181,060
20000015	1106	Senior Management Analyst	9.00	<b>9.00</b>	59,363 - 71,760	629,694
90000856	1830	Senior Mechanical Engineer - Hourly	0.50	<b>0.00</b>	76,794 - 92,851	-
20000918	1872	Senior Planner	4.00	<b>4.00</b>	65,354 - 79,019	308,176
20000916	1871	Senior Public Information Officer	2.00	<b>2.00</b>	54,059 - 65,333	125,237
20000929	1881	Senior Survey Aide	4.00	<b>4.00</b>	44,429 - 53,706	207,841
20000926	1878	Senior Traffic Engineer	10.00	<b>3.75</b>	76,794 - 92,851	248,957
20000964	1910	Student Engineer	4.50	<b>0.00</b>	26,707 - 32,011	-
90000964	1910	Student Engineer - Hourly	0.00	<b>3.83</b>	26,707 - 32,011	102,288
90001146	2188	Student Intern - Hourly	0.50	<b>0.00</b>	18,616 - 22,318	-
20000970	1917	Supervising Management Analyst	3.00	<b>3.00</b>	66,768 - 80,891	240,246
20000756	1746	Word Processing Operator	7.00	<b>6.00</b>	31,491 - 37,918	183,712
		Bilingual - Regular				2,912
		Exceptional Performance Pay-Classified				8,229

# Public Works - Engineering & Capital Projects

## Personnel Expenditures (Cont'd)

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
		Landscape Architect Lic				24,148
		Overtime Budgeted				405,584
		Reg Pay For Engineers				1,652,231
		Termination Pay Annual Leave				32,181
<b>Salaries and Wages Subtotal</b>			<b>523.66</b>	<b>464.52</b>		<b>\$ 32,253,178</b>
<b>Fringe Benefits</b>						
		Employee Offset Savings				\$ 328,240
		Flexible Benefits				2,670,951
		Long-Term Disability				267,036
		Medicare				416,833
		Other Post-Employment Benefits				2,728,773
		Retiree Medical Trust				847
		Retirement 401 Plan				3,388
		Retirement ARC				11,003,998
		Retirement DROP				80,727
		Retirement Offset Contribution				1,000,507
		Risk Management Administration				434,871
		Supplemental Pension Savings Plan				1,071,975
		Unemployment Insurance				65,153
		Workers' Compensation				324,069
<b>Fringe Benefits Subtotal</b>						<b>\$ 20,397,368</b>
<b>Total Personnel Expenditures</b>						<b>\$ 52,650,546</b>

## Underground Surcharge Fund

### Department Expenditures

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Right-of-Way Design	\$ 77,254,269	\$ 58,803,466	\$ (18,450,803)
<b>Total</b>	<b>\$ 77,254,269</b>	<b>\$ 58,803,466</b>	<b>\$ (18,450,803)</b>

### Department Personnel

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Right-of-Way Design	6.50	6.51	0.01
<b>Total</b>	<b>6.50</b>	<b>6.51</b>	<b>0.01</b>

# Public Works - Engineering & Capital Projects

## Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Non-Discretionary Adjustment</b> Total expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	\$ 427,109	\$ -
<b>Equipment/Support for Information Technology</b> Funding allocated according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	66,080	-
<b>Hourly Personnel Funding</b> Funding allocated according to a zero-based annual review of hourly funding requirements.	0.51	14,612	-
<b>Reduction of Non-Personnel Expenditures</b> Reduction of non-personnel expenditures after a review of prior year spending trends.	0.00	(18,792,600)	-
<b>Revised Revenue</b> Adjustment to reflect Fiscal Year 2012 revenue projections.	0.00	-	(5,553,037)
<b>Total</b>	<b>0.51</b>	<b>\$ (18,284,799)</b>	<b>\$ (5,553,037)</b>

## Expenditures by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
<b>PERSONNEL</b>			
Salaries and Wages	\$ 387,529	\$ 386,035	\$ (1,494)
Fringe Benefits	292,683	268,432	(24,251)
<b>PERSONNEL SUBTOTAL</b>	<b>\$ 680,212</b>	<b>\$ 654,467</b>	<b>\$ (25,745)</b>
<b>NON-PERSONNEL</b>			
Supplies	\$ 25,456	\$ 25,456	\$ -
Contracts	76,401,428	58,002,834	(18,398,594)
Information Technology	96,565	66,080	(30,485)
Energy and Utilities	3,914	2,218	(1,696)
Other	12,502	18,219	5,717
Capital Expenditures	34,192	34,192	-
<b>NON-PERSONNEL SUBTOTAL</b>	<b>\$ 76,574,057</b>	<b>\$ 58,148,999</b>	<b>\$ (18,425,058)</b>
<b>Total</b>	<b>\$ 77,254,269</b>	<b>\$ 58,803,466</b>	<b>\$ (18,450,803)</b>

## Revenues by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Other Local Taxes	\$ 50,358,037	\$ 44,805,000	\$ (5,553,037)
Rev from Money and Prop	549,656	549,656	-
<b>Total</b>	<b>\$ 50,907,693</b>	<b>\$ 45,354,656</b>	<b>\$ (5,553,037)</b>

## Personnel Expenditures

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
<b>Salaries and Wages</b>						
20000070	1153	Assistant Engineer-Civil	2.00	2.00	\$57,866 - \$69,722	\$ 126,447
20000143	1221	Associate Engineer-Civil	1.00	1.00	66,622 - 80,454	71,190

# Public Works - Engineering & Capital Projects

## Personnel Expenditures (Cont'd)

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
20000556	1555	Junior Engineering Aide	1.00	1.00	38,688 - 46,571	45,407
20000743	1727	Principal Engineering Aide	1.00	1.00	50,003 - 60,549	59,035
20000748	1730	Principal Traffic Engineering Aide	1.00	1.00	50,003 - 60,549	59,035
20000964	1910	Student Engineer	0.50	0.00	26,707 - 32,011	-
90000964	1910	Student Engineer - Hourly	0.00	0.51	26,707 - 32,011	13,621
		Reg Pay For Engineers				11,300
<b>Salaries and Wages Subtotal</b>			<b>6.50</b>	<b>6.51</b>		<b>\$ 386,035</b>
<b>Fringe Benefits</b>						
		Employee Offset Savings				\$ 3,728
		Flexible Benefits				36,450
		Long-Term Disability				3,324
		Medicare				5,601
		Other Post-Employment Benefits				37,920
		Retirement ARC				143,882
		Retirement Offset Contribution				12,671
		Risk Management Administration				6,042
		Supplemental Pension Savings Plan				14,139
		Unemployment Insurance				811
		Workers' Compensation				3,864
<b>Fringe Benefits Subtotal</b>						<b>\$ 268,432</b>
<b>Total Personnel Expenditures</b>						<b>\$ 654,467</b>

# Public Works - Engineering & Capital Projects

## Revenue and Expense Statement (Non-General Fund)

Underground Surcharge Fund	FY2011 Budget*	FY2012 Proposed
<b>BEGINNING BALANCE AND RESERVES</b>		
Balance from Prior Year	\$ 34,100,889	\$ 28,470,333
<b>TOTAL BALANCE AND RESERVES</b>	<b>\$ 34,100,889</b>	<b>\$ 28,470,333</b>
<b>REVENUE</b>		
Electric Surcharge	\$ 50,358,037	\$ 44,805,000
Interest Earnings	549,656	549,656
<b>TOTAL REVENUE</b>	<b>\$ 50,907,693</b>	<b>\$ 45,354,656</b>
<b>TOTAL BALANCE, RESERVES, AND REVENUE</b>	<b>\$ 85,008,582</b>	<b>\$ 73,824,989</b>
<b>CAPITAL IMPROVEMENT PROGRAM (CIP)</b>		
CIP Expenditures	\$ 7,500,000	\$ 15,000,000
<b>TOTAL CIP EXPENSE</b>	<b>\$ 7,500,000</b>	<b>\$ 15,000,000</b>
<b>OPERATING EXPENSE</b>		
Personnel Expense	\$ 680,212	\$ 654,467
Non-Personnel Expense	76,574,057	58,148,999
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 77,254,269</b>	<b>\$ 58,803,466</b>
<b>TOTAL EXPENSE</b>	<b>\$ 84,754,269</b>	<b>\$ 73,803,466</b>
<b>BALANCE</b>	<b>\$ 254,313</b>	<b>\$ 21,523</b>
<b>TOTAL EXPENSE, RESERVES AND BALANCE</b>	<b>\$ 85,008,582</b>	<b>\$ 73,824,989</b>

\* At the time of publication, audited financial statements for Fiscal Years 2010 and 2011 were not available. Therefore, the Fiscal Year 2011 column reflects final budget amounts from the Fiscal Year 2011 Adopted Budget. As such, current fiscal year balances and reserves are estimates of carryover from the previous fiscal year.

# Public Works - General Services



## Division Description

The core mission of General Services is to provide the most efficient and effective direct support to other City departments enabling the provision of critical public services. City staff relies on General Services for a range of basic tasks including vehicle maintenance, facilities repair, wireless communications, and document production.

General Services is comprised of the following divisions/functions:

- Communications
- Facilities
- Fleet Services
- Publishing
- General Services Administration

### Communications

Communications provides primary service delivery for wireless communications technologies; engineers, installs, operates and maintains secure, metropolitan-wide, wireless voice and data communications systems and equipment; and contracts for commercially-provided wireless services.

### Facilities

Facilities provides day-to-day maintenance and repair, modernization, and improvement services including preventive maintenance, scheduled maintenance, emergency repairs, deferred maintenance, and tenant improvements to over 1,600 facilities. Deferred maintenance work includes re-roofing, replacing heating, ventilating, and air conditioning systems (HVAC), and performing structural improvements.

### Fleet Services

Fleet Services provides all City departments with motive equipment and comprehensive fleet management services. Support includes vehicle acquisition, fitting, maintenance and repair, the provision of parts and fuel, body repair, painting, metal fabrication, disposal services, machining, equipment rental, and operator training.

### Publishing Services

Publishing Services is the City of San Diego's full-service, in-house reproduction and graphics center. Publishing Services delivers full reprographic capability including offset press operations, high-volume copying, and product finishing services. Graphic design and electronic publishing services are also provided. In addition, Publishing Services is responsible for the City-wide Photocopier Program and manages more than 560 multi-function copiers for departmental needs.

The mission of General Services is:

*To deliver responsive and dependable wireless communication technology services to the City organization to support effective government; to proactively, systematically, and in an environmentally-responsible manner, maintain and enhance the City's capital assets, ensuring*

# Public Works - General Services

*that they are safe, clean, and functional; to provide our customers with safe, economical, state-of-the-art, environmentally-friendly and reliable fleet services, delivered by highly-skilled professionals; and to provide the highest quality of reprographic services to our customers in the most timely manner and at the lowest possible cost*

## Goals and Objectives

The following goals and objectives represent the action plan for General Services.

### ***Goal 1: Effectively manage the delivery of City-wide wireless technology services (Communications)***

The Division will move toward accomplishing this goal by focusing on the following objectives.

- Ensure wireless communications infrastructure meets City business needs
- Manage the Division's budget effectively

### ***Goal 2: Provide high quality customer service (Communications)***

The Division will move toward accomplishing this goal by focusing on the following objectives.

- Establish and meet customer expectations in delivering core wireless technology services
- Comply with City Administrative Regulation 35.80 (Environmentally Preferable Purchasing Program)

### ***Goal 3: Provide preventive, corrective, and emergency maintenance to City facilities to ensure efficient and effective operations (Facilities)***

The Division will move toward accomplishing this goal by focusing on the following objectives.

- Develop and implement preventive maintenance programs for City facilities
- Provide ongoing condition assessment of facilities
- Utilize available resources effectively to maintain the City's physical assets

### ***Goal 4: Provide quality facility services efficiently and economically (Facilities)***

The Division will move toward accomplishing this goal by focusing on the following objectives.

- Provide quality customer service at a high level of user satisfaction
- Utilize a computerized maintenance management system for work control
- Respond to emergency requests in a timely manner

### ***Goal 5: Provide quality fleet services efficiently and economically (Fleet)***

The Division will move toward accomplishing this goal by focusing on the following objectives.

- Ensure usage rates reflect the highest level of efficiency and effectiveness
- Provide quality customer service to achieve a high level of user satisfaction

### ***Goal 6: Minimize the environmental impact of the fleet (Fleet)***

The Division will move toward accomplishing this goal by focusing on the following objectives.

- Reduce overall vehicle emissions
- Comply with hazardous materials regulations and laws

### ***Goal 7: Respond adeptly to the City's requirements for reprographic services (Publishing)***

The Division will move toward accomplishing this goal by focusing on the following objectives.

- Effectively market the services available from Publishing Services to other City departments
- Provide timely and efficient publishing services to the Division's customers
- Provide employee training and equipment to keep pace with the City of San Diego's reprographic needs

# Public Works - General Services

## Service Efforts and Accomplishments

### Communications

Communications provides life-line voice and data communications to emergency responders in San Diego and the surrounding communities and continues to take a leadership role in public safety wireless regional inter-operability. Communications actively pursued and received grant funding for regional inter-operability initiatives such as the nationally recognized Command and Control Communications (3Cs) project and the initial phases of a regional implementation of a standards-based public safety land mobile radio system. Communications successfully negotiated service contracts with commercial cellular service providers to provide cost-effective mobile voice and data services for City departments, saving the City money by taking advantage of economies of scale while enabling business transformation through enhanced mobile technology. Communications is updating its wireless long-range plan to meet future City business requirements.

### Facilities

In the past year, Facilities completed a range of repair and refurbishment initiatives City-wide. Major projects included upgrading the electrical systems at the Torrey Pines Golf Course, roof and HVAC repairs at Fire Stations 7 and 34, emergency generator upgrades at the Lifeguard Headquarters and Fire Station 32, renovation of the Alvarado Soils Laboratory, and renovation of the Torrey Pines Clubhouse. Other high priority improvements include exterior painting of the Balboa Golf Clubhouse, interior and exterior painting at Stockton Recreation center, roof replacements at the Allied Gardens Recreation Center, San Ysidro Library, and Vista Terrace pool. Facilities undertook energy saving lighting retrofit projects at the Allied Gardens, Scripps Ranch, Serra Mesa, San Carlos, Skyline Hills, Martin Luther King, Southcrest, North Clairemont Presidio, and Colina Recreation Centers.

### Fleet Services

Fleet Services continued to complete 95 percent of preventive maintenance work within one day and maintained vehicle availability at over 95 percent. Through its Vehicle Replacement and Finance Plan, Fleet Services procured over 450 vehicles in the fiscal year and made significant progress reducing the over-age and over-mileage vehicles within the Fleet, particularly through the replacement of critical patrol cars and heavy fire apparatus for the Police and Fire-Rescue Departments, respectively. Particulate trap installations to reduce vehicles emissions were completed on most of the diesel fleet. Fleet Services was recognized as one of the top 100 Government Fleets in North America by Government Fleet Magazine for the second consecutive year. Fleet Services is currently participating in the City's Managed Competition program.

### Publishing Services

The Print Shop supported City's reprographic needs by managing the convenience copier program and providing large volume quick copy, offset press, and graphic services including the production of the Annual Budget documents and individual printing projects ranging from newsletters to construction and legislative documents. Publishing Services also implemented an online ordering system and completed a City-wide copier needs assessment. Publishing Services is the first organization to undergo the City's Managed Competition process.

# Public Works - General Services

## Key Performance Indicators

Performance Measure	Actual FY2010	Estimated FY2011
Percent of time that critical wireless infrastructure is available (Communications)	99.9	99.9
Average number of busy seconds for voice radio access (per month) (Communications) <sup>1</sup>	29.9 seconds	<200.0 seconds
Average number of facility work orders completed per month (Facilities)	669	650
Average time to respond to an after-hours emergency facility work request (Facilities)	1 hour	2 hours
Percent of fleet that is over-age and/or over-mileage (Fleet)	12%	12%
Percent of Non-Safety Light Duty fleet vehicles classified as Low Emissions Vehicles II (Fleet)	61%	70%
Percent reduction of carbon footprint of City's fleet (Green Fleet initiative) (Fleet)	-5%	-5%
Average time to complete standard printing work (business cards, memo pads, envelopes, letterhead) (Publishing)	10 days	10 days
Customer satisfaction rates (Publishing)	98%	98%

1. Estimated average number of busy seconds for voice radio access is being increased due to the age of the system. An average of 200 seconds still indicates excellent performance for land mobile radio.

# Public Works - General Services

## Department Summary

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Positions	698.91	436.00	(262.91)
Personnel Expenditures	\$ 57,038,335	\$ 38,101,524	\$ (18,936,811)
Non-Personnel Expenditures	101,124,382	68,092,391	(33,031,991)
<b>Total Department Expenditures</b>	<b>\$ 158,162,717</b>	<b>\$ 106,193,915</b>	<b>\$ (51,968,802)</b>
<b>Total Department Revenue</b>	<b>\$ 136,410,357</b>	<b>\$ 102,648,216</b>	<b>\$ (33,762,141)</b>

## General Fund

### Department Expenditures

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Administration	\$ 600,866	\$ 723,102	\$ 122,236
Facilities	14,373,938	14,788,534	414,596
Street	48,342,639	-	(48,342,639)
<b>Total</b>	<b>\$ 63,317,443</b>	<b>\$ 15,511,636</b>	<b>\$ (47,805,807)</b>

### Department Personnel

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Administration	5.00	5.00	0.00
Facilities	108.00	107.00	(1.00)
Street	261.92	0.00	(261.92)
<b>Total</b>	<b>374.92</b>	<b>112.00</b>	<b>(262.92)</b>

### Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Non-Discretionary Adjustment</b> Total expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	\$ 3,955,798	\$ -
<b>Equipment/Support for Information Technology</b> Funding allocated according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	220,081	-
<b>Reclassification of Trash/Recycling Dumpster Service Expenses</b> Adjustment reflects the reclassification of trash/recycling dumpster service expenses from discretionary to non-discretionary.	0.00	(7,031)	-
<b>MRO Savings</b> Reduction in non-personnel expenses due to savings resulting from cooperative purchasing agreements for maintenance, repair, and operations (MRO) supplies.	0.00	(255,000)	-
<b>One-Time Reductions and Annualizations</b> Adjustment to reflect the removal of one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2011.	0.00	(3,250,708)	(3,250,708)

# Public Works - General Services

## Significant Budget Adjustments (Cont'd)

	FTE	Expenditures	Revenue
<b>Department Restructure</b>	(261.92)	(48,342,639)	(29,717,214)
Transfer of the Street Division from the General Services Department to the Transportation & Storm Water Department as a result of a department restructure.			
<b>Total</b>	<b>(261.92)</b>	<b>\$ (47,679,499)</b>	<b>\$ (32,967,922)</b>

## Expenditures by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
<b>PERSONNEL</b>			
Salaries and Wages	\$ 16,864,276	\$ 5,389,436	\$ (11,474,840)
Fringe Benefits	11,810,800	3,563,881	(8,246,919)
<b>PERSONNEL SUBTOTAL</b>	<b>\$ 28,675,076</b>	<b>\$ 8,953,317</b>	<b>\$ (19,721,759)</b>
<b>NON-PERSONNEL</b>			
Supplies	\$ 5,420,572	\$ 935,626	\$ (4,484,946)
Contracts	15,270,285	2,539,566	(12,730,719)
Information Technology	988,357	220,081	(768,276)
Energy and Utilities	6,675,802	946,880	(5,728,922)
Other	6,011,126	1,793,632	(4,217,494)
Capital Expenditures	183,691	30,000	(153,691)
Debt	92,534	92,534	-
<b>NON-PERSONNEL SUBTOTAL</b>	<b>\$ 34,642,367</b>	<b>\$ 6,558,319</b>	<b>\$ (28,084,048)</b>
<b>Total</b>	<b>\$ 63,317,443</b>	<b>\$ 15,511,636</b>	<b>\$ (47,805,807)</b>

## Revenues by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Charges for Services	\$ 16,808,377	\$ 5,680,343	\$ (11,128,034)
Other Financial Sources (Uses)	21,481,888	-	(21,481,888)
Other Revenue	338,000	-	(338,000)
Rev from Federal Agencies	20,000	-	(20,000)
<b>Total</b>	<b>\$ 38,648,265</b>	<b>\$ 5,680,343</b>	<b>\$ (32,967,922)</b>

## Personnel Expenditures

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
<b>Salaries and Wages</b>						
20000011	1104	Account Clerk	2.00	1.00	\$31,491 - \$37,918	\$ 36,970
20000024	1107	Administrative Aide 2	3.00	1.00	42,578 - 51,334	50,051
20000070	1153	Assistant Engineer-Civil	5.00	0.00	57,866 - 69,722	-
20000077	1157	Assistant Engineer-Electrical	1.00	0.00	57,866 - 69,722	-
20000143	1221	Associate Engineer-Civil	2.00	1.00	66,622 - 80,454	66,622
20000201	1273	Building Maintenance Supervisor	6.00	6.00	61,859 - 74,797	353,274
20000224	1280	Building Service Technician	18.00	18.00	33,322 - 39,666	502,970
20000202	1274	Building Supervisor	2.00	2.00	39,770 - 47,736	46,543
20000234	1288	Carpenter	12.00	12.00	43,451 - 52,000	624,000
20000236	1293	Cement Finisher	14.34	0.00	43,451 - 52,083	-
20000539	1535	Clerical Assistant 2	1.00	0.00	29,931 - 36,067	-

# Public Works - General Services

## Personnel Expenditures (Cont'd)

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
20000306	1356	Code Compliance Officer	3.00	0.00	37,232 - 44,803	-
20000617	1601	Construction Estimator	1.00	1.00	53,706 - 64,958	53,706
20000354	1389	Custodian 2	9.00	9.00	26,250 - 31,242	243,466
20001101	2132	Department Director	1.00	1.00	59,155 - 224,099	114,999
20001168	2214	Deputy Director	2.00	1.00	46,966 - 172,744	114,460
20000408	1428	Electrician	26.33	12.00	47,091 - 56,534	555,389
20000413	1431	Electrician Supervisor	2.00	0.00	53,706 - 64,958	-
20000434	1443	Electronics Technician	1.00	0.00	47,091 - 56,534	-
20000426	1439	Equipment Operator 1	4.00	0.00	37,690 - 45,115	-
20000430	1440	Equipment Operator 2	18.00	0.00	41,350 - 49,462	-
20000436	1445	Equipment Operator 3	2.00	0.00	43,160 - 51,667	-
20000423	1438	Equipment Technician 2	1.00	0.00	39,499 - 47,091	-
20000924	1876	Executive Secretary	1.00	1.00	43,555 - 52,666	49,769
20000499	1510	Heating Technician	4.00	4.00	47,091 - 56,534	169,602
20000502	1513	Heavy Truck Driver 1	11.00	0.00	36,234 - 43,160	-
20000501	1512	Heavy Truck Driver 2	21.00	0.00	37,565 - 45,302	-
20000503	1514	Horticulturist	1.00	0.00	53,061 - 64,147	-
20000290	1348	Information Systems Analyst 2	1.00	0.00	54,059 - 65,333	-
20000293	1349	Information Systems Analyst 3	1.00	0.00	59,363 - 71,760	-
20000998	1926	Information Systems Analyst 4	1.00	1.00	66,768 - 80,891	78,464
20000613	1597	Locksmith	2.00	2.00	44,221 - 52,853	105,706
20000667	1635	Painter	7.00	7.00	41,600 - 49,962	249,810
20000680	1648	Payroll Specialist 2	3.00	1.00	34,611 - 41,787	40,742
20000711	1675	Plumber	10.00	10.00	47,091 - 56,534	559,134
20000743	1727	Principal Engineering Aide	2.00	0.00	50,003 - 60,549	-
20001222	2270	Program Manager	1.00	0.00	46,966 - 172,744	-
20000761	1751	Project Officer 1	1.00	0.00	66,622 - 80,454	-
20000777	1767	Public Works Dispatch Supervisor	1.00	0.00	41,080 - 49,566	-
20000776	1766	Public Works Dispatcher	10.25	0.00	35,755 - 43,098	-
20001050	1977	Public Works Superintendent	3.00	0.00	70,013 - 84,531	-
20001032	1961	Public Works Supervisor	15.00	0.00	49,525 - 59,966	-
20000833	1810	Refrigeration Mechanic	6.00	6.00	47,091 - 56,534	280,125
20000842	1819	Roofer	4.00	4.00	39,666 - 47,528	190,112
20000847	1823	Safety Officer	2.00	1.00	57,907 - 69,930	69,930
20000222	1279	Senior Building Maintenance Supervisor	1.00	1.00	76,918 - 93,018	87,903
20000223	1279A	Senior Building Maintenance Supervisor	1.00	1.00	76,918 - 93,018	87,903
20000312	1365	Senior Department Human Resources Analyst	1.00	1.00	59,363 - 71,760	69,607
20000900	1861	Senior Engineering Aide	2.00	0.00	44,429 - 53,706	-
20000826	1802	Senior Locksmith	1.00	1.00	46,446 - 55,578	55,578
20000015	1106	Senior Management Analyst	2.00	1.00	59,363 - 71,760	68,973
20000966	1913	Senior Refrigeration Mechanic	3.00	3.00	49,462 - 59,384	178,152

# Public Works - General Services

## Personnel Expenditures (Cont'd)

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
20000942	1891	Sign Painter	2.00	0.00	42,494 - 50,773	-
20000970	1917	Supervising Management Analyst	1.00	1.00	66,768 - 80,891	80,891
20001029	1955	Traffic Signal Supervisor	2.00	0.00	61,818 - 74,797	-
20001031	1957	Traffic Signal Technician 2	16.00	0.00	54,163 - 65,021	-
20000659	1626	Traffic Striper Operator	4.00	0.00	40,498 - 48,506	-
20001038	1968	Tree Maintenance Crewleader	2.00	0.00	36,566 - 43,576	-
20001039	1969	Tree Trimmer	3.00	0.00	34,965 - 41,621	-
20001051	1978	Utility Worker 1	51.00	0.00	30,534 - 36,296	-
20001053	1979	Utility Worker 2	35.00	0.00	33,322 - 39,666	-
20001058	1985	Welder	1.00	0.00	44,366 - 53,206	-
20000756	1746	Word Processing Operator	2.00	1.00	31,491 - 37,918	-
		Night Shift Pay				1,562
		Overtime Budgeted				165,224
		Termination Pay Annual Leave				37,799
<b>Salaries and Wages Subtotal</b>			<b>374.92</b>	<b>112.00</b>		<b>\$ 5,389,436</b>
<b>Fringe Benefits</b>						
		Employee Offset Savings				\$ 23,851
		Flexible Benefits				535,503
		Long-Term Disability				44,889
		Medicare				69,278
		Other Post-Employment Benefits				613,040
		Retiree Medical Trust				624
		Retirement 401 Plan				2,496
		Retirement ARC				1,737,713
		Retirement DROP				12,056
		Retirement Offset Contribution				33,507
		Risk Management Administration				97,679
		Supplemental Pension Savings Plan				267,554
		Unemployment Insurance				10,969
		Workers' Compensation				114,722
<b>Fringe Benefits Subtotal</b>						<b>\$ 3,563,881</b>
<b>Total Personnel Expenditures</b>						<b>\$ 8,953,317</b>

## Fleet Services Operating Fund

### Department Expenditures

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Fleet Services	\$ 51,189,151	\$ 51,385,314	\$ 196,163
<b>Total</b>	<b>\$ 51,189,151</b>	<b>\$ 51,385,314</b>	<b>\$ 196,163</b>

# Public Works - General Services

## Department Personnel

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Fleet Services	249.00	249.00	0.00
<b>Total</b>	<b>249.00</b>	<b>249.00</b>	<b>0.00</b>

## Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Non-Discretionary Adjustment</b> Total expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	\$ 2,220,341	\$ -
<b>Equipment/Support for Information Technology</b> Funding allocated according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	733,151	-
<b>Service Level Agreement (SLA) with City Comptroller</b> Addition due to an increase in services provided under the terms of an SLA with the City Comptroller Department.	0.00	40,000	-
<b>Reclassification of Trash/Recycling Dumpster Service Expenses</b> Adjustment reflects the reclassification of trash/recycling dumpster service expenses from discretionary to non-discretionary.	0.00	(3,126)	-
<b>MRO Savings</b> Reduction in non-personnel expenses due to savings resulting from cooperative purchasing agreements for maintenance, repair, and operations (MRO) supplies.	0.00	(8,500)	-
<b>Reduction of Auto Supplies</b> Reduction of auto supplies expenditures to better align the budget with the current fleet size.	0.00	(353,614)	-
<b>Revised Revenue</b> Adjustment to reflect Fiscal Year 2012 revenue projections.	0.00	-	6,048,562
<b>Total</b>	<b>0.00</b>	<b>\$ 2,628,252</b>	<b>\$ 6,048,562</b>

## Expenditures by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
<b>PERSONNEL</b>			
Salaries and Wages	\$ 13,266,402	\$ 13,468,616	\$ 202,214
Fringe Benefits	8,653,472	8,625,976	(27,496)
<b>PERSONNEL SUBTOTAL</b>	<b>\$ 21,919,874</b>	<b>\$ 22,094,592</b>	<b>\$ 174,718</b>
<b>NON-PERSONNEL</b>			
Supplies	\$ 8,162,992	\$ 7,800,878	\$ (362,114)
Contracts	4,460,570	4,702,651	242,081
Information Technology	752,670	733,151	(19,519)
Energy and Utilities	15,516,769	15,509,749	(7,020)
Other	66,493	234,510	168,017
Capital Expenditures	308,150	308,150	-
Debt	1,633	1,633	-
<b>NON-PERSONNEL SUBTOTAL</b>	<b>\$ 29,269,277</b>	<b>\$ 29,290,722</b>	<b>\$ 21,445</b>

# Public Works - General Services

## Expenditures by Category (Cont'd)

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
<b>Total</b>	<b>\$ 51,189,151</b>	<b>\$ 51,385,314</b>	<b>\$ 196,163</b>

## Revenues by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Charges for Services	\$ 44,658,014	\$ 50,706,576	\$ 6,048,562
Fines Forfeitures and Penalties	20,000	20,000	-
Other Financial Sources (Uses)	892,951	892,951	-
Other Revenue	295,000	295,000	-
<b>Total</b>	<b>\$ 45,865,965</b>	<b>\$ 51,914,527</b>	<b>\$ 6,048,562</b>

## Personnel Expenditures

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
<b>Salaries and Wages</b>						
20000011	1104	Account Clerk	2.00	2.00	\$31,491 - \$37,918	\$ 72,802
20000024	1107	Administrative Aide 2	1.00	1.00	42,578 - 51,334	42,084
20000088	1167A	Assistant Engineer-Mechanical	0.00	1.00	57,866 - 69,722	62,878
20000087	1167	Assistant Engineer-Mechanical	1.00	0.00	57,866 - 69,722	-
20000154	1225	Associate Engineer-Mechanical	1.00	1.00	66,622 - 80,454	78,443
20000193	1264	Body and Fender Mechanic	5.00	5.00	44,366 - 53,206	266,030
20001168	2214	Deputy Director	1.00	1.00	46,966 - 172,744	109,901
20000420	1437	Equipment Mechanic	112.00	112.00	44,366 - 53,206	5,841,735
20000438	1446	Equipment Painter	2.00	2.00	44,366 - 53,206	102,234
20000417	1435	Equipment Repair Supervisor	17.00	17.00	54,309 - 65,666	1,075,897
20000439	1447	Equipment Service Writer	6.00	6.00	47,715 - 57,158	342,948
20000433	1442	Equipment Trainer	1.00	1.00	47,570 - 57,533	56,095
20000774	1762	Fleet Manager	3.00	3.00	76,773 - 93,018	273,474
20000183	1250	Fleet Parts Buyer	5.00	5.00	44,637 - 54,059	257,052
20000182	1249	Fleet Parts Buyer Supervisor	1.00	1.00	51,355 - 62,442	59,008
20000290	1348	Information Systems Analyst 2	1.00	1.00	54,059 - 65,333	63,373
20000377	1401	Information Systems Technician	2.00	2.00	42,578 - 51,334	98,562
20000618	1602	Machinist	2.00	2.00	46,134 - 55,266	110,532
20000644	1616	Metal Fabrication Supervisor	2.00	2.00	54,309 - 65,666	126,078
20000445	1452	Motive Service Technician	24.00	24.00	34,195 - 40,976	777,643
20000680	1648	Payroll Specialist 2	1.00	1.00	34,611 - 41,787	40,742
20000847	1823	Safety Officer	1.00	1.00	57,907 - 69,930	66,084
20000015	1106	Senior Management Analyst	1.00	1.00	59,363 - 71,760	67,813
20000443	1450	Senior Motive Service Technician	24.00	24.00	36,587 - 43,618	959,596
20000950	1899	Stock Clerk	2.00	2.00	30,056 - 36,275	68,517
20000951	1899A	Stock Clerk	10.00	11.00	30,056 - 36,275	341,576
20000955	1902	Storekeeper 1	2.00	1.00	34,611 - 41,517	40,479
20001051	1978	Utility Worker 1	3.00	3.00	30,534 - 36,296	72,592
20001056	1982	Vehicle and Fuel Clerk	3.00	3.00	31,491 - 37,918	110,910
20001058	1985	Welder	12.00	12.00	44,366 - 53,206	633,336

# Public Works - General Services

## Personnel Expenditures (Cont'd)

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
20000756	1746	Word Processing Operator	1.00	1.00	31,491 - 37,918	36,970
		ASE Cert				54,600
		ASE Master Cert				188,209
		Class B				85,280
		Collison Repair Cert				3,640
		Exceptional Performance Pay-Classified				3,000
		Night Shift Pay				164,493
		Overtime Budgeted				645,527
		Plant/Tank Vol Cert Pay				9,849
		Right Of Way Cert				936
		Termination Pay Annual Leave				38,562
		Welding Certification				19,136
<b>Salaries and Wages Subtotal</b>			<b>249.00</b>	<b>249.00</b>		<b>\$ 13,468,616</b>
<b>Fringe Benefits</b>						
		Employee Offset Savings				\$ 41,890
		Flexible Benefits				1,338,337
		Long-Term Disability				106,509
		Medicare				159,385
		Other Post-Employment Benefits				1,510,480
		Retiree Medical Trust				1,847
		Retirement 401 Plan				7,397
		Retirement ARC				4,129,844
		Retirement DROP				41,929
		Retirement Offset Contribution				95,732
		Risk Management Administration				240,673
		Supplemental Pension Savings Plan				644,004
		Unemployment Insurance				26,036
		Workers' Compensation				281,913
<b>Fringe Benefits Subtotal</b>						<b>\$ 8,625,976</b>
<b>Total Personnel Expenditures</b>						<b>\$ 22,094,592</b>

## Fleet Services Replacement Fund

### Department Expenditures

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Fleet Services	\$ 14,799,955	\$ 23,198,758	\$ 8,398,803
<b>Total</b>	<b>\$ 14,799,955</b>	<b>\$ 23,198,758</b>	<b>\$ 8,398,803</b>

# Public Works - General Services

## Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Non-Discretionary Adjustment</b>	0.00	\$ 8,551,720	\$ -
Total expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.			
<b>Vehicle Purchases</b>	0.00	6,797,038	-
Increase to vehicle cash replacement funding estimates.			
<b>Revised Revenue</b>	0.00	-	5,864,979
Adjustment to reflect Fiscal Year 2012 revenue projections.			
<b>Total</b>	<b>0.00</b>	<b>\$ 15,348,758</b>	<b>\$ 5,864,979</b>

## Expenditures by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
<b>NON-PERSONNEL</b>			
Other	\$ -	\$ 840,000	\$ 840,000
Capital Expenditures	7,850,000	14,647,038	6,797,038
Debt	6,949,955	7,711,720	761,765
<b>NON-PERSONNEL SUBTOTAL</b>	<b>\$ 14,799,955</b>	<b>\$ 23,198,758</b>	<b>\$ 8,398,803</b>
<b>Total</b>	<b>\$ 14,799,955</b>	<b>\$ 23,198,758</b>	<b>\$ 8,398,803</b>

## Revenues by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Charges for Services	\$ 18,393,736	\$ 24,258,715	\$ 5,864,979
Other Financial Sources (Uses)	3,119,490	3,119,490	-
Other Revenue	2,000,000	2,000,000	-
<b>Total</b>	<b>\$ 23,513,226</b>	<b>\$ 29,378,205</b>	<b>\$ 5,864,979</b>

# Prop 42 Replacement - Transportation Relief Fund

## Department Expenditures

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Prop 42 Replacement - Transportation Relief Fund	\$ 13,312,980	\$ -	\$ (13,312,980)
<b>Total</b>	<b>\$ 13,312,980</b>	<b>\$ -</b>	<b>\$ (13,312,980)</b>

## Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Transfer to the Transportation &amp; Storm Water Department</b>	0.00	\$ (13,312,980)	\$ (13,312,980)
Transfer of the Prop 42 Replacement - Transportation Relief Fund to the Transportation & Storm Water Department.			
<b>Total</b>	<b>0.00</b>	<b>\$ (13,312,980)</b>	<b>\$ (13,312,980)</b>

# Public Works - General Services

## Expenditures by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
<b>NON-PERSONNEL</b>			
Other	\$ 13,312,980	\$ -	\$ (13,312,980)
<b>NON-PERSONNEL SUBTOTAL</b>	<b>\$ 13,312,980</b>	<b>\$ -</b>	<b>\$ (13,312,980)</b>
<b>Total</b>	<b>\$ 13,312,980</b>	<b>\$ -</b>	<b>\$ (13,312,980)</b>

## Revenues by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Sales Tax	\$ 13,312,980	\$ -	\$ (13,312,980)
<b>Total</b>	<b>\$ 13,312,980</b>	<b>\$ -</b>	<b>\$ (13,312,980)</b>

## Publishing Services Fund

### Department Expenditures

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Publishing Services	\$ 5,843,953	\$ 6,144,923	\$ 300,970
<b>Total</b>	<b>\$ 5,843,953</b>	<b>\$ 6,144,923</b>	<b>\$ 300,970</b>

### Department Personnel

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Publishing Services	25.00	25.00	0.00
<b>Total</b>	<b>25.00</b>	<b>25.00</b>	<b>0.00</b>

### Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Non-Discretionary Adjustment</b> Total expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	\$ 476,422	\$ -
<b>Equipment/Support for Information Technology</b> Funding allocated according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	173,227	-
<b>Revised Revenue</b> Adjustment to reflect Fiscal Year 2012 revenue projections.	0.00	-	300,970
<b>Total</b>	<b>0.00</b>	<b>\$ 649,649</b>	<b>\$ 300,970</b>

## Expenditures by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
<b>PERSONNEL</b>			
Salaries and Wages	\$ 870,283	\$ 1,046,587	\$ 176,304
Fringe Benefits	621,172	813,203	192,031
<b>PERSONNEL SUBTOTAL</b>	<b>\$ 1,491,455</b>	<b>\$ 1,859,790</b>	<b>\$ 368,335</b>

# Public Works - General Services

## Expenditures by Category (Cont'd)

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
<b>NON-PERSONNEL</b>			
Supplies	\$ 368,370	\$ 368,370	\$ -
Contracts	3,525,325	3,582,298	56,973
Information Technology	346,368	173,227	(173,141)
Energy and Utilities	94,891	99,426	4,535
Other	13,052	57,319	44,267
Debt	4,492	4,493	1
<b>NON-PERSONNEL SUBTOTAL</b>	<b>\$ 4,352,498</b>	<b>\$ 4,285,133</b>	<b>\$ (67,365)</b>
<b>Total</b>	<b>\$ 5,843,953</b>	<b>\$ 6,144,923</b>	<b>\$ 300,970</b>

## Revenues by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Charges for Services	\$ 5,843,953	\$ 6,144,923	\$ 300,970
<b>Total</b>	<b>\$ 5,843,953</b>	<b>\$ 6,144,923</b>	<b>\$ 300,970</b>

## Personnel Expenditures

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
<b>Salaries and Wages</b>						
20000011	1104	Account Clerk	1.00	1.00	\$31,491 - \$37,918	\$ 36,970
20000024	1107	Administrative Aide 2	1.00	1.00	42,578 - 51,334	50,051
20000191	1261	Bindery Worker 2	6.00	6.00	28,870 - 34,133	165,402
20000192	1262	Bindery Worker 3	2.00	2.00	31,782 - 37,627	69,409
20000539	1535	Clerical Assistant 2	1.00	1.00	29,931 - 36,067	34,083
20000593	1583	Electronic Publishing Specialist	2.00	2.00	41,434 - 49,920	82,868
20000487	1490	Graphic Designer	4.00	4.00	43,264 - 51,979	202,720
20000290	1348	Information Systems Analyst 2	1.00	1.00	54,059 - 65,333	60,437
20000609	1595	Lithographic Technician	1.00	1.00	40,019 - 47,674	47,674
20000752	1736	Print Shop Supervisor	1.00	1.00	57,158 - 68,120	65,267
20000912	1868	Senior Offset Press Operator	5.00	5.00	38,106 - 45,344	212,244
		Overtime Budgeted				19,462
<b>Salaries and Wages Subtotal</b>			<b>25.00</b>	<b>25.00</b>		<b>\$ 1,046,587</b>

## Fringe Benefits

Employee Offset Savings	\$ 6,699
Flexible Benefits	137,725
Long-Term Disability	8,946
Medicare	13,434
Other Post-Employment Benefits	151,680
Retirement ARC	376,929
Retirement DROP	1,041
Retirement Offset Contribution	16,422
Risk Management Administration	24,168
Supplemental Pension Savings Plan	38,631
Unemployment Insurance	2,186

# Public Works - General Services

## Personnel Expenditures (Cont'd)

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
		Workers' Compensation				35,342
<b>Fringe Benefits Subtotal</b>						<b>\$ 813,203</b>
<b>Total Personnel Expenditures</b>						<b>\$ 1,859,790</b>

## Wireless Communications Technology Fund

### Department Expenditures

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Communications	\$ 9,699,235	\$ 9,953,284	\$ 254,049
<b>Total</b>	<b>\$ 9,699,235</b>	<b>\$ 9,953,284</b>	<b>\$ 254,049</b>

### Department Personnel

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Communications	49.99	50.00	0.01
<b>Total</b>	<b>49.99</b>	<b>50.00</b>	<b>0.01</b>

### Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Non-Discretionary Adjustment</b> Total expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	\$ 3,461,762	\$ -
<b>Equipment/Support for Information Technology</b> Funding allocated according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	264,466	-
<b>Hourly Personnel Funding</b> Funding allocated according to a zero-based annual review of hourly funding requirements.	1.00	71,000	-
<b>Facilities Generator Maintenance</b> Addition to support generator maintenance for critical public safety land mobile radio services.	0.00	40,000	-
<b>Federal Communications Commission (FCC) Radio Technology Mandate</b> Partial removal of funding added in Fiscal Year 2011 to meet the FCC mandate requiring that all government agencies operating within the VHF radio spectrum comply with the narrow-banding standard.	0.00	(250,000)	-
<b>Revised Revenue</b> Adjustment to reflect Fiscal Year 2012 revenue projections.	0.00	-	304,250
<b>Total</b>	<b>1.00</b>	<b>\$ 3,587,228</b>	<b>\$ 304,250</b>

# Public Works - General Services

## Expenditures by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
<b>PERSONNEL</b>			
Salaries and Wages	\$ 3,139,416	\$ 3,160,913	\$ 21,497
Fringe Benefits	1,812,514	2,032,912	220,398
<b>PERSONNEL SUBTOTAL</b>	<b>\$ 4,951,930</b>	<b>\$ 5,193,825</b>	<b>\$ 241,895</b>
<b>NON-PERSONNEL</b>			
Supplies	\$ 827,932	\$ 577,932	\$ (250,000)
Contracts	472,121	618,525	146,404
Information Technology	254,822	264,466	9,644
Energy and Utilities	210,611	231,032	20,421
Other	20,840	106,525	85,685
Capital Expenditures	38,752	38,752	-
Debt	2,922,227	2,922,227	-
<b>NON-PERSONNEL SUBTOTAL</b>	<b>\$ 4,747,305</b>	<b>\$ 4,759,459</b>	<b>\$ 12,154</b>
<b>Total</b>	<b>\$ 9,699,235</b>	<b>\$ 9,953,284</b>	<b>\$ 254,049</b>

## Revenues by Category

	FY2011 Budget	FY2012 Proposed	FY2011-2012 Change
Charges for Services	\$ 450,000	\$ 450,000	\$ -
Other Financial Sources (Uses)	8,775,968	9,080,218	304,250
<b>Total</b>	<b>\$ 9,225,968</b>	<b>\$ 9,530,218</b>	<b>\$ 304,250</b>

## Personnel Expenditures

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
<b>Salaries and Wages</b>						
2000011	1104	Account Clerk	2.00	2.00	\$31,491 - \$37,918	\$ 71,664
20000252	1315	Apprentice 2-Communications Technician	0.00	1.00	49,962 - 63,294	59,966
20000139	1219	Associate Communications Engineer	4.00	4.00	66,622 - 80,454	306,530
20000539	1535	Clerical Assistant 2	1.00	1.00	29,931 - 36,067	36,067
20000403	1426	Communications Technician	21.00	20.00	58,157 - 69,742	1,313,513
20000405	1427	Communications Technician Supervisor	2.00	2.00	66,685 - 80,600	157,170
20001168	2214	Deputy Director	1.00	1.00	46,966 - 172,744	114,460
20000418	1436	Equipment Technician 1	0.00	1.00	36,005 - 43,139	36,005
20000419	1436A	Equipment Technician 1	4.00	5.00	36,005 - 43,139	215,695
90000419	1436A	Equipment Technician 1 - Hourly	0.99	0.00	36,005 - 43,139	-
20000425	1438B	Equipment Technician 2	2.00	2.00	39,499 - 47,091	94,182
20000927	1879	Senior Clerk/Typist	1.00	1.00	36,067 - 43,514	42,426
20000288	1346	Senior Communications Engineer	1.00	1.00	76,794 - 92,851	76,794
20000897	1859	Senior Communications Technician	7.00	6.00	61,048 - 73,216	366,080
20000402	1425	Senior Communications Technician Supervisor	1.00	1.00	76,710 - 92,602	90,194
20000015	1106	Senior Management Analyst	1.00	1.00	59,363 - 71,760	69,966

# Public Works - General Services

## Personnel Expenditures (Cont'd)

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Proposed	Salary Range	Total
20000956	1903	Storekeeper 2	1.00	1.00	37,835 - 45,718	37,835
		Overtime Budgeted				24,094
		Reg Pay For Engineers				48,272
<b>Salaries and Wages Subtotal</b>			<b>49.99</b>	<b>50.00</b>		<b>\$ 3,160,913</b>
<b>Fringe Benefits</b>						
		Employee Offset Savings				\$ 12,715
		Flexible Benefits				273,319
		Long-Term Disability				26,844
		Medicare				41,464
		Other Post-Employment Benefits				303,849
		Retirement ARC				1,082,274
		Retirement DROP				8,614
		Retirement Offset Contribution				31,185
		Risk Management Administration				48,387
		Supplemental Pension Savings Plan				159,880
		Unemployment Insurance				6,549
		Workers' Compensation				37,832
<b>Fringe Benefits Subtotal</b>						<b>\$ 2,032,912</b>
<b>Total Personnel Expenditures</b>						<b>\$ 5,193,825</b>

# Public Works - General Services

## Revenue and Expense Statement (Non-General Fund)

Fleet Services Operating Fund	FY2011 Budget*	FY2012 Proposed
<b>BEGINNING BALANCE AND RESERVES</b>		
Balance from Prior Year	\$ 1,316,870	\$ (345,241)
Reserve for Fuel	2,900,000	-
<b>TOTAL BALANCE AND RESERVES</b>	<b>\$ 4,216,870</b>	<b>\$ (345,241)</b>
<b>REVENUE</b>		
Sale of Equipment/Material/Fuel	\$ 1,742,917	\$ 1,742,917
Equipment Usage Charge	40,890,097	46,738,659
Pool Revenue	1,000,000	1,200,000
Direct Charges for Services	1,075,000	1,075,000
Other	265,000	265,000
Transfer In	892,951	892,951
<b>TOTAL REVENUE</b>	<b>\$ 45,865,965</b>	<b>\$ 51,914,527</b>
<b>TOTAL BALANCE, RESERVES, AND REVENUE</b>	<b>\$ 50,082,835</b>	<b>\$ 51,569,286</b>
<b>CAPITAL IMPROVEMENT PROGRAM (CIP)</b>		
CIP Expenditures	\$ 500,000	\$ 175,000
<b>TOTAL CIP EXPENSE</b>	<b>\$ 500,000</b>	<b>\$ 175,000</b>
<b>OPERATING EXPENSE</b>		
Administration	\$ 3,942,921	\$ 4,513,176
Acquisition/Fitting	570,485	894,171
Repair/Maintenance	29,883,236	29,907,884
Support Services	730,223	712,133
Fuel, Tanks, and Fuel Systems	16,062,286	15,357,950
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 51,189,151</b>	<b>\$ 51,385,314</b>
<b>TOTAL EXPENSE</b>	<b>\$ 51,689,151</b>	<b>\$ 51,560,314</b>
<b>BALANCE</b>	<b>\$ (1,606,316)</b>	<b>\$ 8,972</b>
<b>TOTAL EXPENSE, RESERVES AND BALANCE</b>	<b>\$ 50,082,835</b>	<b>\$ 51,569,286</b>

\* At the time of publication, audited financial statements for Fiscal Years 2010 and 2011 were not available. Therefore, the Fiscal Year 2011 column reflects final budget amounts from the Fiscal Year 2011 Adopted Budget. As such, current fiscal year balances and reserves are estimates of carryover from the previous fiscal year.

# Public Works - General Services

## Revenue and Expense Statement (Non-General Fund)

Fleet Services Replacement Fund	FY2011 Budget*	FY2012 Proposed
<b>BEGINNING BALANCE AND RESERVES</b>		
Balance from Prior Year	\$ 47,783,000	\$ 31,204,046
Prior Year Encumbrances	20,665,000	-
<b>TOTAL BALANCE AND RESERVES</b>	<b>\$ 68,448,000</b>	<b>\$ 31,204,046</b>
<b>REVENUE</b>		
Vehicle Assignment	\$ 18,393,736	\$ 24,258,715
Transfer for Fire Lease Payment	3,119,490	3,119,490
Sale of Equipment/Material/Fuel	2,000,000	2,000,000
<b>TOTAL REVENUE</b>	<b>\$ 23,513,226</b>	<b>\$ 29,378,205</b>
<b>TOTAL BALANCE, RESERVES, AND REVENUE</b>	<b>\$ 91,961,226</b>	<b>\$ 60,582,251</b>
<b>OPERATING EXPENSE</b>		
Fitting/Acquisition (includes cash payments)	\$ 7,850,000	\$ 15,487,038
Equipment & Vehicles Lease Program (EVFP)	6,949,955	7,711,720
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 14,799,955</b>	<b>\$ 23,198,758</b>
<b>EXPENDITURE OF PRIOR YEAR FUNDS</b>		
Expenditure of Prior Year Funds	\$ 20,665,000	\$ -
<b>TOTAL EXPENDITURE OF PRIOR YEAR FUNDS</b>	<b>\$ 20,665,000</b>	<b>\$ -</b>
<b>TOTAL EXPENSE</b>	<b>\$ 35,464,955</b>	<b>\$ 23,198,758</b>
<b>RESERVES</b>		
Prior Year Encumbrances	\$ 12,150,000	\$ -
<b>TOTAL RESERVES</b>	<b>\$ 12,150,000</b>	<b>\$ -</b>
<b>BALANCE</b>	<b>\$ 44,346,271</b>	<b>\$ 37,383,493</b>
<b>TOTAL EXPENSE, RESERVES AND BALANCE</b>	<b>\$ 91,961,226</b>	<b>\$ 60,582,251</b>

\* At the time of publication, audited financial statements for Fiscal Years 2010 and 2011 were not available. Therefore, the Fiscal Year 2011 column reflects final budget amounts from the Fiscal Year 2011 Adopted Budget. As such, current fiscal year balances and reserves are estimates of carryover from the previous fiscal year.

# Public Works - General Services

## Revenue and Expense Statement (Non-General Fund)

Publishing Services Fund	FY2011 Budget*	FY2012 Proposed
<b>BEGINNING BALANCE AND RESERVES</b>		
Balance from Prior Year	\$ (818,000)	\$ (670,750)
<b>TOTAL BALANCE AND RESERVES</b>	<b>\$ (818,000)</b>	<b>\$ (670,750)</b>
<b>REVENUE</b>		
Printing Operations	\$ 1,368,091	\$ 1,168,091
Citywide Photocopy Program	2,900,000	3,000,000
Graphics and Photocopy	390,000	590,970
Quick Copy	665,862	665,862
Lithography Operations	70,000	70,000
Bindery Operations	450,000	650,000
<b>TOTAL REVENUE</b>	<b>\$ 5,843,953</b>	<b>\$ 6,144,923</b>
<b>TOTAL BALANCE, RESERVES, AND REVENUE</b>	<b>\$ 5,025,953</b>	<b>\$ 5,474,173</b>
<b>OPERATING EXPENSE</b>		
Personnel Expense	\$ 1,491,455	\$ 1,859,790
Non-Personnel Expense	4,352,498	4,285,133
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 5,843,953</b>	<b>\$ 6,144,923</b>
<b>TOTAL EXPENSE</b>	<b>\$ 5,843,953</b>	<b>\$ 6,144,923</b>
<b>BALANCE</b>	<b>\$ (818,000)</b>	<b>\$ (670,750)</b>
<b>TOTAL EXPENSE, RESERVES AND BALANCE</b>	<b>\$ 5,025,953</b>	<b>\$ 5,474,173</b>

\* At the time of publication, audited financial statements for Fiscal Years 2010 and 2011 were not available. Therefore, the Fiscal Year 2011 column reflects final budget amounts from the Fiscal Year 2011 Adopted Budget. As such, current fiscal year balances and reserves are estimates of carryover from the previous fiscal year.

# Public Works - General Services

## Revenue and Expense Statement (Non-General Fund)

Wireless Communications Technology Fund	FY2011 Budget*		FY2012 Proposed	
<b>BEGINNING BALANCE AND RESERVES</b>				
Balance from Prior Year	\$	495,000	\$	454,947
<b>TOTAL BALANCE AND RESERVES</b>	<b>\$</b>	<b>495,000</b>	<b>\$</b>	<b>454,947</b>
<b>REVENUE</b>				
General Fund Transfer	\$	6,855,941	\$	7,436,639
Non-General Fund Transfer		1,920,027		1,643,579
Other Revenue		450,000		450,000
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>9,225,968</b>	<b>\$</b>	<b>9,530,218</b>
<b>TOTAL BALANCE, RESERVES, AND REVENUE</b>	<b>\$</b>	<b>9,720,968</b>	<b>\$</b>	<b>9,985,165</b>
<b>OPERATING EXPENSE</b>				
Personnel Expense	\$	4,951,930	\$	5,193,825
Non-Personnel Expense		4,747,305		4,759,459
<b>TOTAL OPERATING EXPENSE</b>	<b>\$</b>	<b>9,699,235</b>	<b>\$</b>	<b>9,953,284</b>
<b>TOTAL EXPENSE</b>	<b>\$</b>	<b>9,699,235</b>	<b>\$</b>	<b>9,953,284</b>
<b>BALANCE</b>	<b>\$</b>	<b>21,733</b>	<b>\$</b>	<b>31,881</b>
<b>TOTAL EXPENSE, RESERVES AND BALANCE</b>	<b>\$</b>	<b>9,720,968</b>	<b>\$</b>	<b>9,985,165</b>

\* At the time of publication, audited financial statements for Fiscal Years 2010 and 2011 were not available. Therefore, the Fiscal Year 2011 column reflects final budget amounts from the Fiscal Year 2011 Adopted Budget. As such, current fiscal year balances and reserves are estimates of carryover from the previous fiscal year.