

## Public Works



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## Description

The Public Works Department is comprised of two operational branches: Contracts and Engineering & Capital Projects (E&CP).

The Contracts Branch is responsible for procurement of Capital Improvement Program (CIP) construction, minor repairs, and associated professional consulting services, as well as contract management functions to ensure that contracts are meeting City CIP needs. It also manages the centralized advertising and award of CIP-related construction contracts and professional services in conformance with the City's Charter and Municipal Code.

E&CP Branch activities include work on various public infrastructure assets to rehabilitate, restore, improve, and add to the City of San Diego's capital facilities. This branch provides a full range of engineering services for the City's capital investments in its various types of infrastructure. E&CP is responsible for planning, designing, project and construction management of public improvement projects; quality assurance and inspection of public and private work permitted in rights-of-way; surveying, and materials testing. E&CP supports a broad range of projects including Pure Water; libraries, fire, lifeguard and police stations, parks and recreation centers; outdoor lighting, street lights and traffic signals; street and sidewalk improvements, bikeways and other transportation projects; drainage and flood control facilities, water and sewer pipeline, treatment plants and pump stations; and undergrounded facilities. E&CP is also responsible for asset management of citywide survey monumentation.

### ***The mission is:***

To deliver high quality public infrastructure systems by cultivating expertise and leveraging our engineering responsibility in a collaborative environment.

### ***The vision is:***

To be the innovative industry leader in developing public infrastructure systems.

## Goals and Objectives

**Goal 1: *Provide quality, safe, reliable infrastructure and related services***

- Provide high quality customer service

**Goal 2: *Provide timely and efficient delivery of projects***

- Deliver capital projects on time
- Deliver capital projects within budget
- Produce high quality capital projects

**Goal 3: *Effect change and promote innovation***

- Establish common goals with other City departments
- Partner with City departments to improve organizational effectiveness
- Engage regularly with industries that support City Infrastructure
- Explore and utilize new technology in information management

**Goal 4: *Increase departmental effectiveness and resiliency and expand individual employee expertise***

- Provide training opportunities for staff
- Retain the workforce
- Actively recruit
- Support a positive culture/organization

## Key Performance Indicators

Performance Indicator	FY2018 Target	FY2018 Actual	FY2019 Target	FY2019 Actuals	FY2020 Target
Percentage of Capital Improvement Projects delivered on baseline Project Charter schedule	80%	74%	80%	79%	80%
Average number of days to award contracts	90	98	90	87	90
Number of information-sharing meetings with industries supporting City infrastructure	N/A	N/A	N/A	13	12
Percentage of all Construction Change Orders due to changed/unforeseen conditions and design errors	4.0%	3.6%	4.0%	3.0%	4.0%

# Public Works - Engineering & Capital Projects

## Department Summary

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
FTE Positions (Budgeted)	715.80	745.75	782.50	36.75
Personnel Expenditures	\$ 75,606,815	\$ 83,050,364	\$ 92,562,099	\$ 9,511,735
Non-Personnel Expenditures	11,256,094	15,771,962	17,622,115	1,850,153
<b>Total Department Expenditures</b>	<b>\$ 86,862,909</b>	<b>\$ 98,822,326</b>	<b>\$ 110,184,214</b>	<b>\$ 11,361,888</b>
<b>Total Department Revenue</b>	<b>\$ 78,424,473</b>	<b>\$ 98,822,326</b>	<b>\$ 110,726,915</b>	<b>\$ 11,904,589</b>

## Engineering & Capital Projects Fund

### Department Expenditures

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
Architectural Engineering & Parks	\$ 9,418,716	\$ 10,487,043	\$ 11,507,127	\$ 1,020,084
Business Operations Support Services	15,235,430	26,179,232	25,756,684	(422,548)
Capital Asset Management	13,739,118	6,057,476	9,804,946	3,747,470
Construction Management & Field Engineer	30,937,507	30,061,346	22,945,152	(7,116,194)
Engineering & Capital Projects	300,814	285,668	1,084,872	799,204
Engineering Support & Technical Services	-	7,310,500	20,244,209	12,933,709
Right-of-Way Design	17,231,324	18,441,061	18,841,224	400,163
<b>Total</b>	<b>\$ 86,862,909</b>	<b>\$ 98,822,326</b>	<b>\$ 110,184,214</b>	<b>\$ 11,361,888</b>

### Department Personnel

	FY2018 Budget	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
Architectural Engineering & Parks	81.35	83.00	88.00	5.00
Business Operations Support Services	80.50	100.50	72.50	(28.00)
Capital Asset Management	125.50	54.50	88.00	33.50
Construction Management & Field Engineer	271.95	290.25	195.00	(95.25)
Engineering & Capital Projects	1.00	1.00	4.00	3.00
Engineering Support & Technical Services	0.00	59.00	178.00	119.00
Right-of-Way Design	155.50	157.50	157.00	(0.50)
<b>Total</b>	<b>715.80</b>	<b>745.75</b>	<b>782.50</b>	<b>36.75</b>

### Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Salary and Benefit Adjustments</b>	0.00	\$ 4,843,442	-
Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.			
<b>Support for Information Technology</b>	0.00	1,271,531	-
Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.			
<b>Land Survey Services</b>	10.00	978,275	-
Addition of 2.00 Principal Survey Aides, 8.00 Land Surveying Assistants and associated non-personnel expenditures to address the increase in surveys for the right-of-way of public and private utilities and easement acquisitions.			

# Public Works - Engineering & Capital Projects

## Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Public Works Restructure</b> Transfer of 2.00 FTE positions and associated non-personnel expenditures from the READ - Facilities Services Division to the Engineering & Capital Projects Division in the Public Works Department.	2.00	609,658	-
<b>5G Network Permits Support</b> Addition of 2.00 Associate Engineer-Civils, 4.00 Assistant Engineer-Civils and associated non-personnel expenditures to coordinate and support high speed 5G internet permits inspections.	6.00	586,311	-
<b>Pay-in-Lieu of Annual Leave Adjustments</b> Adjustment to expenditures associated with projected compensation to employees in-lieu of the use of annual leave.	0.00	513,684	-
<b>Prevailing Wage Compliance Support</b> Addition of 5.00 Associate Management Analysts, 1.00 Word Processing Operator and associated non-personnel expenditures to provide inspections to comply with new Prevailing Wage requirements.	6.00	507,282	-
<b>Pure Water Engineering Support</b> Addition of 5.00 Assistant Engineer-Civils and associated non-personnel expenditures to coordinate and assist the development of Pure Water project contracts.	5.00	471,137	-
<b>Capital Asset Management Support</b> Addition of 1.00 Project Officer, 3.00 Project Assistants and associated non-personnel expenditure for graphic information systems support for capital improvement projects.	4.00	402,512	-
<b>Non-Discretionary Adjustment</b> Adjustment to 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	399,567	-
<b>Preliminary Engineering Support</b> Addition of 2.00 Associate Engineer-Civils, 2.00 Principal Engineering Aides and associated non-personnel expenditures to assist with the planning and design of transportation, water and sewer capital improvement projects.	4.00	387,161	-
<b>Public Works Restructure</b> Transfer of 4.00 FTE positions and associated non-personnel expenditures from the READ - Facilities Services Division to the Business Operations Support Services Division in the Public Works Department.	4.00	335,426	-
<b>Facilities Asset Management Planning</b> Addition of 1.00 Associate Engineer Civil, 1.00 Assistant Engineer-Civil, 1.00 Project Officer and associated non-personnel expenditures to support in the asset management planning on Citywide facilities capital improvement projects.	3.00	323,305	-
<b>Public Works Restructure</b> Transfer of 2.00 FTE positions and associated non-personnel expenditures from the READ - Facilities Services Division to the Engineering Support & Technical Services Division in the Public Works Department.	2.00	230,980	-

# Public Works - Engineering & Capital Projects

## Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Underground Utility Program</b> Addition of 1.00 Senior Civil Engineer, 1.00 Associate Engineer-Civil and associated non-personnel expenditures to support the Underground Utility Program.	2.00	228,758	-
<b>Public Works Restructure</b> Transfer of 2.00 FTE positions and associated non-personnel expenditures from the Contracts Division to the Business Operations Support Services Division in the Public Works Department.	2.00	205,198	-
<b>Capital Asset Management Support</b> Addition of 1.00 Assistant Deputy Director and associated non-personnel expenditures to support the Capital Asset Management Division.	1.00	159,739	-
<b>Department Administration Management Support</b> Addition of 1.00 Program Manager and associated non-personnel expenditures to support centralized department operations and functions.	1.00	156,273	-
<b>Regional Water Quality Control Board Penalty</b> Adjustment for monetary penalties associated to the Construction Administrative Civil Liability issued by the Regional Water Quality Control Board.	0.00	130,303	-
<b>Information Technology Support</b> Addition of 1.00 Information Systems Analyst 4 and associated non-personnel expenditures to oversee information technology installations and maintenance.	1.00	120,947	-
<b>Capital Project Schedule Data Tracking</b> Addition of 1.00 Project Officer 1 and associated non-personnel expenditures to monitor and track Capital Improvement Program projects schedules.	1.00	108,430	-
<b>Administrative Fiscal Support for Inspection Permit Fees</b> Addition of 1.00 Supervising Management Analyst and associated non-personnel expenditures to analyze and coordinate developer permit fees related to inspection services.	1.00	105,542	-
<b>Architectural Engineering and Parks Support</b> Addition of 1.00 Associate Engineer-Civil and associated non-personnel expenditures to support City park capital improvement projects.	1.00	104,701	-
<b>Department Administrative Support</b> Addition of 1.00 Executive Assistant and associated non-personnel expenditures to provide administrative support to the Public Works Department Director.	1.00	76,310	-
<b>Cost Allocation of Branch Management Expense</b> Addition of non-personnel expenditures associated with the cost allocation of branch management expenditures to non-general fund departments.	0.00	62,789	-
<b>Regular Rate of Pay</b> Addition of personnel expenditures associated with the cash payments in lieu of health benefits provided to employees as required by the recent Flores legal case.	0.00	40,930	-
<b>Relocation to 101 Ash Street</b> Addition of one-time non-personnel expenditures related to relocation into the 101 Ash Street building.	0.00	33,710	-



# Public Works - Engineering & Capital Projects

## Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Materials Test Lab</b> Addition of 0.25 Assistant Engineer-Civil and associated non-personnel expenditures to provide increased material inspections.	0.25	26,142	-
<b>Public Works Restructure</b> Transfer of non-personnel expenditures and associated revenue from the READ - Facilities Services Division to the Engineering & Capital Projects Division in the Public Works Department.	0.00	9,072	262,000
<b>Biological Equipment</b> Addition of one-time non-personnel expenditures associated with biological equipment for in-house bio-related services.	0.00	4,000	-
<b>Non-Standard Hour Personnel Funding</b> Funding allocated according to a zero-based annual review of hourly funding requirements.	(2.50)	(6,542)	-
<b>EAM Support</b> Transfer of 1.00 Information System Analyst 2 from the Public Works Department to the READ - Facilities Services Division to support EAM and IT related needs.	(1.00)	(86,740)	-
<b>Park Project Development</b> Transfer of 1.00 FTE position and associated non-personnel expenditures from the Public Works - Engineering & Capital Projects Department to the Parks and Recreation Department.	(1.00)	(98,633)	-
<b>One-Time Additions and Annualizations</b> Adjustment to reflect one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2019.	0.00	(390,203)	(19,275)
<b>Prevailing Wage Compliance Support</b> Transfer of 5.00 Associate Management Analysts, 1.00 Word Processing Operator and associated non-personnel expenditures from the Engineering & Capital Projects Division to the Contracts Division in the Public Works Department.	(6.00)	(507,282)	-
<b>Public Works - Contracts Restructure</b> Transfer of 10.00 FTE positions and associated non-personnel expenditures from the Engineering & Capital Projects Division to the Contract Division in the Public Works Department.	(10.00)	(981,827)	-
<b>Revised Revenue</b> Adjustment to reflect revised revenue projections.	0.00	-	11,661,864
<b>Total</b>	<b>36.75 \$</b>	<b>11,361,888 \$</b>	<b>11,904,589</b>

## Expenditures by Category

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
<b>PERSONNEL</b>				
Personnel Cost	\$ 43,943,791	\$ 49,571,795	\$ 56,680,307	7,108,512
Fringe Benefits	31,663,024	33,478,569	35,881,792	2,403,223
<b>PERSONNEL SUBTOTAL</b>	<b>75,606,815</b>	<b>83,050,364</b>	<b>92,562,099</b>	<b>9,511,735</b>
<b>NON-PERSONNEL</b>				
Supplies	\$ 328,674	\$ 1,033,983	\$ 1,035,363	1,380
Contracts	6,196,917	8,005,484	8,623,531	618,047
Information Technology	3,535,908	5,328,643	6,600,174	1,271,531
Energy and Utilities	337,841	347,296	366,691	19,395
Other	751,986	861,053	866,053	5,000



# Public Works - Engineering & Capital Projects

## Expenditures by Category

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
Transfers Out	75,473	130,303	<b>130,303</b>	-
Capital Expenditures	29,295	64,726	-	(64,726)
Debt	-	474	-	(474)
<b>NON-PERSONNEL SUBTOTAL</b>	<b>11,256,094</b>	<b>15,771,962</b>	<b>17,622,115</b>	<b>1,850,153</b>
<b>Total</b>	<b>\$ 86,862,909</b>	<b>\$ 98,822,326</b>	<b>\$ 110,184,214</b>	<b>\$ 11,361,888</b>

## Revenues by Category

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
Charges for Services	\$ 78,357,310	\$ 98,803,051	<b>\$ 110,726,915</b>	\$ 11,923,864
Fines Forfeitures and Penalties	9,500	-	-	-
Other Revenue	4,119	-	-	-
Rev from Money and Prop	(70,816)	-	-	-
Transfers In	124,360	19,275	-	(19,275)
<b>Total</b>	<b>\$ 78,424,473</b>	<b>\$ 98,822,326</b>	<b>\$ 110,726,915</b>	<b>\$ 11,904,589</b>

## Personnel Expenditures

Job Number	Job Title / Wages	FY2018 Budget	FY2019 Budget	FY2020 Adopted	Salary Range	Total
<b>FTE, Salaries, and Wages</b>						
20000011	Account Clerk	4.00	4.00	<b>3.00</b>	\$ 33,605 - 40,459	\$ 114,523
20000012	Administrative Aide 1	9.00	10.00	<b>12.00</b>	39,449 - 47,528	558,404
20000024	Administrative Aide 2	5.00	5.00	<b>7.00</b>	45,444 - 54,769	364,913
20001140	Assistant Department Director	1.00	1.00	<b>1.00</b>	33,863 - 185,643	153,457
20001202	Assistant Deputy Director	5.00	5.00	<b>6.00</b>	24,537 - 147,160	777,874
20000070	Assistant Engineer-Civil	205.75	216.75	<b>227.00</b>	61,752 - 74,407	15,885,962
90000070	Assistant Engineer-Civil - Hourly	0.35	0.00	<b>0.00</b>	61,752 - 74,407	-
20000077	Assistant Engineer-Electrical	10.00	8.00	<b>7.00</b>	61,752 - 74,407	480,996
20000116	Assistant Engineer-Traffic	7.00	6.00	<b>5.00</b>	61,752 - 74,407	359,380
21000175	Assistant Trainer	0.00	0.00	<b>1.00</b>	47,463 - 57,691	47,463
20000143	Associate Engineer-Civil	118.00	126.00	<b>130.00</b>	71,099 - 85,860	10,767,167
20000150	Associate Engineer-Electrical	3.00	4.00	<b>4.00</b>	71,099 - 85,860	331,890
20000154	Associate Engineer-Mechanical	0.00	1.00	<b>1.00</b>	71,099 - 85,860	71,099
20000167	Associate Engineer-Traffic	6.00	5.00	<b>5.00</b>	71,099 - 85,860	428,485
20000119	Associate Management Analyst	16.00	20.00	<b>20.00</b>	57,691 - 69,723	1,290,582
20000162	Associate Planner	9.00	9.00	<b>9.00</b>	65,061 - 84,515	639,300
20000110	Auto Messenger 2	0.50	0.50	<b>0.50</b>	31,929 - 38,482	19,241
20000539	Clerical Assistant 2	3.00	3.00	<b>4.00</b>	31,929 - 38,482	140,052
20000545	Contracts Processing Clerk	6.00	5.00	<b>5.00</b>	35,173 - 42,479	195,901
20001101	Department Director	0.00	0.00	<b>1.00</b>	63,127 - 239,144	181,409
20001168	Deputy Director	5.00	6.00	<b>6.00</b>	50,128 - 184,332	830,922
21000451	Environmental Biologist 3	0.00	0.00	<b>2.00</b>	71,120 - 92,576	172,593
20000924	Executive Assistant	0.00	0.00	<b>1.00</b>	46,475 - 56,208	46,475
20000178	Information Systems Administrator	1.00	1.00	<b>1.00</b>	78,404 - 94,948	94,948
20000290	Information Systems Analyst 2	3.00	3.00	<b>3.00</b>	57,691 - 69,723	209,169
20000293	Information Systems Analyst 3	2.00	2.00	<b>2.00</b>	63,342 - 76,578	153,156
20000998	Information Systems Analyst 4	1.00	1.00	<b>2.00</b>	71,249 - 86,311	152,140

# Public Works - Engineering & Capital Projects

## Personnel Expenditures

Job Number	Job Title / Wages	FY2018 Budget	FY2019 Budget	FY2020 Adopted	Salary Range	Total
20000377	Information Systems Technician	1.00	1.00	2.00	45,444 - 54,769	104,655
20000649	Biologist 3(Environ Biologist)	2.00	2.00	0.00	76,080 - 92,117	-
20001018	Land Surveying Assistant	25.00	28.00	36.00	61,752 - 81,848	2,528,336
20001019	Land Surveying Associate	7.00	7.00	8.00	71,099 - 94,446	678,985
90001073	Management Intern - Hourly	6.00	6.00	4.00	25,913 - 31,155	116,940
20000634	Organization Effectiveness Specialist 2	0.00	0.00	1.00	57,691 - 69,723	57,691
20000627	Organization Effectiveness Specialist 3	1.00	1.00	0.00	63,342 - 76,578	-
20000639	Organization Effectiveness Supervisor	0.00	0.00	1.00	71,249 - 86,311	85,556
20000669	Park Designer	4.00	4.00	4.00	71,141 - 85,903	324,043
90000669	Park Designer - Hourly	0.35	0.00	0.00	71,141 - 85,903	-
20000680	Payroll Specialist 2	3.00	4.00	5.00	38,783 - 49,160	226,869
20000173	Payroll Supervisor	1.00	0.00	0.00	44,477 - 56,537	-
20000740	Principal Drafting Aide	0.00	0.00	4.00	53,351 - 64,610	227,555
20000743	Principal Engineering Aide	87.00	86.00	83.00	53,351 - 64,610	4,967,659
20000518	Principal Survey Aide	18.00	19.00	21.00	53,351 - 71,071	1,287,906
20001234	Program Coordinator	0.00	0.00	1.00	24,537 - 147,160	112,052
20001222	Program Manager	3.00	3.00	4.00	50,128 - 184,332	500,530
20000760	Project Assistant	27.00	26.00	32.00	61,752 - 74,407	2,238,260
20000761	Project Officer 1	17.00	16.00	12.00	71,099 - 85,860	900,084
20000763	Project Officer 2	6.00	6.00	8.00	81,949 - 99,074	774,584
20001042	Safety and Training Manager	0.00	0.00	1.00	71,249 - 86,311	84,585
20000869	Senior Account Clerk	1.00	1.00	0.00	38,482 - 46,432	-
20000885	Senior Civil Engineer	32.00	33.00	33.00	81,949 - 99,074	3,195,845
20000927	Senior Clerk/Typist	1.00	1.00	1.00	38,482 - 46,432	38,482
20000904	Senior Electrical Engineer	1.00	1.00	1.00	81,949 - 99,074	95,589
20000900	Senior Engineering Aide	8.00	11.00	11.00	47,399 - 57,304	552,035
90000830	Senior Engineering Geologist - Hourly	0.35	0.00	0.00	81,949 - 99,074	-
20001014	Senior Land Surveyor	2.00	2.00	2.00	81,949 - 108,981	203,102
20000015	Senior Management Analyst	10.00	12.00	12.00	63,342 - 76,578	890,566
20000918	Senior Planner	5.00	5.00	5.00	74,966 - 97,427	465,668
20000929	Senior Survey Aide	4.00	4.00	4.00	47,399 - 63,035	211,984
20000926	Senior Traffic Engineer	2.00	2.00	2.00	81,949 - 99,074	196,662
90000964	Student Engineer - Hourly	4.50	4.50	4.00	28,491 - 34,163	151,076
20000970	Supervising Management Analyst	5.00	7.00	8.00	71,249 - 86,311	645,302
21000177	Trainer	0.00	0.00	1.00	57,691 - 69,723	61,241
20001041	Training Supervisor	1.00	1.00	1.00	63,342 - 76,578	75,046
20000756	Word Processing Operator	10.00	10.00	5.00	33,605 - 40,459	192,002
	Bilingual - Regular					4,368
	Budgeted Vacancy Savings					(5,074,895)
	ICBO Certification					3,493
	Infrastructure In-Training Pay					794,218
	Infrastructure Registration Pay					1,458,810
	Landscape Architect Lic					12,885
	Overtime Budgeted					368,087
	Reg Pay For Engineers					1,796,545
	Sick Leave - Hourly					3,273
	Termination Pay Annual Leave					141,448
	Vacation Pay In Lieu					513,684
<b>FTE, Salaries, and Wages Subtotal</b>		<b>715.80</b>	<b>745.75</b>	<b>782.50</b>		<b>\$ 56,680,307</b>

## Public Works - Engineering & Capital Projects

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
<b>Fringe Benefits</b>				
Employee Offset Savings	\$ 249,057	\$ 251,858	\$ 266,344	14,486
Flexible Benefits	6,930,044	7,848,792	8,107,421	258,629
Long-Term Disability	33	-	-	-
Medicare	672,019	693,154	800,041	106,887
Other Post-Employment Benefits	3,664,908	4,072,460	4,207,936	135,476
Retiree Medical Trust	44,489	57,562	69,797	12,235
Retirement 401 Plan	39,627	42,146	47,880	5,734
Retirement ADC	16,267,696	15,878,723	17,286,899	1,408,176
Retirement DROP	140,464	143,390	157,277	13,887
Risk Management Administration	603,323	700,245	827,847	127,602
Supplemental Pension Savings Plan	2,722,080	3,240,069	3,732,165	492,096
Unemployment Insurance	73,674	79,766	79,437	(329)
Workers' Compensation	255,611	470,404	298,748	(171,656)
<b>Fringe Benefits Subtotal</b>	<b>\$ 31,663,024</b>	<b>\$ 33,478,569</b>	<b>\$ 35,881,792</b>	<b>2,403,223</b>
<b>Total Personnel Expenditures</b>		<b>\$</b>	<b>92,562,099</b>	

# Public Works - Engineering & Capital Projects

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

Engineering & Capital Projects Fund	FY2018 Actual	FY2019* Budget	FY2020 Adopted
<b>BEGINNING BALANCE AND RESERVES</b>			
Balance from Prior Year	\$ (1,188,257)	\$ (9,177,551)	\$ (11,600,265)
<b>TOTAL BALANCE AND RESERVES</b>	<b>\$ (1,188,257)</b>	<b>\$ (9,177,551)</b>	<b>\$ (11,600,265)</b>
<b>REVENUE</b>			
Charges for Services	\$ 78,357,310	\$ 102,218,669	\$ 115,836,658
Fines Forfeitures and Penalties	9,500	-	-
Other Revenue	4,119	-	-
Revenue from Use of Money and Property	(70,816)	-	-
Transfers In	124,360	19,275	-
<b>TOTAL REVENUE</b>	<b>\$ 78,424,473</b>	<b>\$ 102,237,944</b>	<b>\$ 115,836,658</b>
<b>TOTAL BALANCE, RESERVES, AND REVENUE</b>	<b>\$ 77,236,217</b>	<b>\$ 93,060,393</b>	<b>\$ 104,236,393</b>
<b>OPERATING EXPENSE</b>			
Personnel Expenses	\$ 43,943,791	\$ 51,399,965	\$ 59,462,142
Fringe Benefits	31,663,024	34,619,145	37,369,109
Supplies	328,674	1,074,643	1,072,737
Contracts	6,196,917	8,053,120	9,480,478
Information Technology	3,535,908	5,686,719	6,959,870
Energy and Utilities	337,841	347,296	367,548
Other Expenses	751,986	861,553	866,553
Transfers Out	75,473	130,303	130,303
Capital Expenditures	29,295	64,726	-
Debt Expenses	-	474	-
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 86,862,909</b>	<b>\$ 102,237,944</b>	<b>\$ 115,708,740</b>
<b>TOTAL EXPENSE</b>	<b>\$ 86,862,909</b>	<b>\$ 102,237,944</b>	<b>\$ 115,708,740</b>
<b>BALANCE</b>	<b>\$ (9,626,692)</b>	<b>\$ (9,177,551)</b>	<b>\$ (11,472,347)</b>
<b>TOTAL BALANCE, RESERVES, AND EXPENSE</b>	<b>\$ 77,236,217</b>	<b>\$ 93,060,393</b>	<b>\$ 104,236,393</b>

\* At the time of publication, financial statements for Fiscal Year 2019 were not available. Therefore, the Fiscal Year 2019 Revenues, Expenditures, and Fund Balances reflect those amounts as published in the Fiscal Year 2019 Adopted Budget. Fiscal Year 2020 Beginning Fund Balance reflects the projected Fiscal Year 2019 Ending Fund Balance based on updated Revenue and Expenditure Projections for Fiscal Year 2019.

<sup>1</sup>Based on the fund projections in the year-end monitoring process, FY 2020 overhead rates have increased as part of a multi-year plan to eliminate the deficit.

# Public Works - Contracts

## Department Summary

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
FTE Positions (Budgeted)	21.00	29.00	43.00	14.00
Personnel Expenditures	\$ 1,959,027	\$ 2,968,746	\$ 4,269,152	\$ 1,300,406
Non-Personnel Expenditures	70,967	446,872	1,255,374	808,502
<b>Total Department Expenditures</b>	<b>\$ 2,029,993</b>	<b>\$ 3,415,618</b>	<b>\$ 5,524,526</b>	<b>\$ 2,108,908</b>
<b>Total Department Revenue</b>	<b>\$ 1,388,510</b>	<b>\$ 3,415,618</b>	<b>\$ 5,109,743</b>	<b>\$ 1,694,125</b>

## General Fund<sup>1</sup>

### Department Expenditures

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
Public Works - Contracts	\$ 2,029,993	\$ -	\$ -	-
<b>Total</b>	<b>\$ 2,029,993</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

### Department Personnel

	FY2018 Budget	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
Public Works - Contracts	21.00	0.00	0.00	0.00
<b>Total</b>	<b>21.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

### Expenditures by Category

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
<b>PERSONNEL</b>				
Personnel Cost	\$ 1,178,525	\$ -	\$ -	-
Fringe Benefits	780,502	-	-	-
<b>PERSONNEL SUBTOTAL</b>	<b>1,959,027</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NON-PERSONNEL</b>				
Supplies	\$ 5,421	\$ -	\$ -	-
Contracts	63,855	-	-	-
Information Technology	723	-	-	-
Energy and Utilities	968	-	-	-
<b>NON-PERSONNEL SUBTOTAL</b>	<b>70,967</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>\$ 2,029,993</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

### Revenues by Category

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
Charges for Services	\$ 1,388,397	\$ -	\$ -	-
Other Revenue	113	-	-	-
<b>Total</b>	<b>\$ 1,388,510</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

### Personnel Expenditures

Job Number	Job Title / Wages	FY2018 Budget	FY2019 Budget	FY2020 Adopted	Salary Range	Total
<b>FTE, Salaries, and Wages</b>						
20000012	Administrative Aide 1	3.00	0.00	0.00	\$ 39,449 - 47,528	-
20000024	Administrative Aide 2	1.00	0.00	0.00	45,444 - 54,769	-
20000071	Assistant Engineer-Civil	7.00	0.00	0.00	61,752 - 74,407	-
20000145	Associate Engineer-Civil	2.00	0.00	0.00	71,099 - 85,860	-

<sup>1</sup> In the Fiscal Year 2019 Adopted Budget, the budget for the General Fund was transferred to the Engineering & Capital Projects Fund.

# Public Works - Contracts

## Personnel Expenditures

Job Number	Job Title / Wages	FY2018 Budget	FY2019 Budget	FY2020 Adopted	Salary Range	Total
20000119	Associate Management Analyst	1.00	0.00	0.00	57,691 - 69,723	-
20000539	Clerical Assistant 2	2.00	0.00	0.00	31,929 - 38,482	-
20000545	Contracts Processing Clerk	1.00	0.00	0.00	35,173 - 42,479	-
20001168	Deputy Director	1.00	0.00	0.00	50,128 - 184,332	-
20000890	Senior Civil Engineer	2.00	0.00	0.00	81,949 - 99,074	-
20000015	Senior Management Analyst	1.00	0.00	0.00	63,342 - 76,578	-
<b>FTE, Salaries, and Wages Subtotal</b>		<b>21.00</b>	<b>0.00</b>	<b>0.00</b>	<b>\$</b>	<b>-</b>

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
<b>Fringe Benefits</b>				
Employee Offset Savings	\$ 6,413	\$ -	\$ -	-
Flexible Benefits	203,832	-	-	-
Medicare	18,662	-	-	-
Other Post-Employment Benefits	103,842	-	-	-
Retiree Medical Trust	1,835	-	-	-
Retirement 401 Plan	1,839	-	-	-
Retirement ADC	343,351	-	-	-
Risk Management Administration	17,138	-	-	-
Supplemental Pension Savings Plan	74,686	-	-	-
Unemployment Insurance	2,084	-	-	-
Workers' Compensation	6,819	-	-	-
<b>Fringe Benefits Subtotal</b>	<b>\$ 780,502</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Total Personnel Expenditures</b>		<b>\$</b>	<b>-</b>	

## Engineering & Capital Projects Fund

### Department Expenditures

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
Public Works - Contracts	\$ -	\$ 3,415,618	\$ 5,524,526	\$ 2,108,908
<b>Total</b>	<b>\$ -</b>	<b>\$ 3,415,618</b>	<b>\$ 5,524,526</b>	<b>\$ 2,108,908</b>

### Department Personnel

	FY2018 Budget	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
Public Works - Contracts	0.00	29.00	43.00	14.00
<b>Total</b>	<b>0.00</b>	<b>29.00</b>	<b>43.00</b>	<b>14.00</b>

### Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Public Works - Contracts Restructure</b>	10.00	\$ 981,827	-
Transfer of 10.00 FTE positions and associated non-personnel expenditures from the Engineering & Capital Projects Division to the Contracts Division in the Public Works Department.			
<b>Disparity Study</b>	0.00	800,000	-
Addition of one-time non-personnel expenditures related to a citywide disparity study.			

# Public Works - Contracts

## Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Prevailing Wage Compliance Support</b>	6.00	530,033	-
Transfer of 5.00 Associate Management Analysts, 1.00 Word Processing Operator and associated non-personnel expenditures from the Public Works - Engineering & Capital Projects Department to the Public Works - Contracts Department.			
<b>Salary and Benefit Adjustments</b>	0.00	15,003	-
Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.			
<b>Pay-in-Lieu of Annual Leave Adjustments</b>	0.00	9,923	-
Adjustment to expenditures associated with projected compensation to employees in-lieu of the use of annual leave.			
<b>Support for Information Technology</b>	0.00	1,620	-
Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.			
<b>Non-Discretionary Adjustment</b>	0.00	(4,500)	-
Adjustment to 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>One-Time Additions and Annualizations</b>	0.00	(19,800)	-
Adjustment to reflect one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2019.			
<b>Public Works Restructure</b>	(2.00)	(205,198)	-
Transfer of 2.00 FTE positions and associated non-personnel expenditures from the Contracts Division to the Business Operations Support Services Division in the Public Works Department.			
<b>Revised Revenue</b>	0.00	-	1,694,125
Adjustment to reflect revised revenue projections.			
<b>Total</b>	<b>14.00 \$</b>	<b>2,108,908 \$</b>	<b>1,694,125</b>

## Expenditures by Category

	FY2018 Actual	FY2019 Budget	FY2020 Adopted	FY2019-2020 Change
<b>PERSONNEL</b>				
Personnel Cost	\$ -	\$ 1,828,170	\$ 2,781,835	953,665
Fringe Benefits	-	1,140,576	1,487,317	346,741
<b>PERSONNEL SUBTOTAL</b>	-	<b>2,968,746</b>	<b>4,269,152</b>	<b>1,300,406</b>
<b>NON-PERSONNEL</b>				
Supplies	\$ -	\$ 40,660	\$ 37,374	(3,286)
Contracts	-	47,636	856,947	809,311
Information Technology	-	358,076	359,696	1,620
Energy and Utilities	-	-	857	857
Other	-	500	500	-
<b>NON-PERSONNEL SUBTOTAL</b>	-	<b>446,872</b>	<b>1,255,374</b>	<b>808,502</b>
<b>Total</b>	<b>\$ -</b>	<b>\$ 3,415,618</b>	<b>\$ 5,524,526</b>	<b>2,108,908</b>



# Public Works - Contracts

## Revenues by Category

		FY2018 Actual		FY2019 Budget		FY2020 Adopted		FY2019-2020 Change
Charges for Services	\$	-	\$	3,415,618	\$	5,109,743	\$	1,694,125
<b>Total</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>3,415,618</b>	<b>\$</b>	<b>5,109,743</b>	<b>\$</b>	<b>1,694,125</b>

## Personnel Expenditures

Job Number	Job Title / Wages	FY2018 Budget	FY2019 Budget	FY2020 Adopted	Salary Range	Total
<b>FTE, Salaries, and Wages</b>						
20000012	Administrative Aide 1	0.00	2.00	3.00	\$ 39,449 - 47,528	\$ 136,990
20000024	Administrative Aide 2	0.00	1.00	0.00	45,444 - 54,769	-
20000070	Assistant Engineer-Civil	0.00	0.00	2.00	61,752 - 74,407	136,159
20000071	Assistant Engineer-Civil	0.00	14.00	19.00	61,752 - 74,407	1,263,703
20000143	Associate Engineer-Civil	0.00	0.00	3.00	71,099 - 85,860	242,819
20000145	Associate Engineer-Civil	0.00	3.00	4.00	71,099 - 85,860	313,103
20000119	Associate Management Analyst	0.00	1.00	1.00	57,691 - 69,723	57,691
20000539	Clerical Assistant 2	0.00	2.00	1.00	31,929 - 38,482	31,929
20001168	Deputy Director	0.00	1.00	1.00	50,128 - 184,332	123,960
20000743	Principal Engineering Aide	0.00	0.00	1.00	53,351 - 64,610	53,351
20000760	Project Assistant	0.00	1.00	1.00	61,752 - 74,407	61,752
20000761	Project Officer 1	0.00	0.00	1.00	71,099 - 85,860	84,572
20000885	Senior Civil Engineer	0.00	0.00	1.00	81,949 - 99,074	81,949
20000890	Senior Civil Engineer	0.00	3.00	2.00	81,949 - 99,074	181,023
20000015	Senior Management Analyst	0.00	1.00	1.00	63,342 - 76,578	76,578
20000756	Word Processing Operator	0.00	0.00	2.00	33,605 - 40,459	67,210
	Budgeted Vacancy Savings					(248,405)
	Infrastructure In-Training Pay					31,736
	Infrastructure Registration Pay					20,570
	Reg Pay For Engineers					38,050
	Termination Pay Annual Leave					17,172
	Vacation Pay In Lieu					9,923
<b>FTE, Salaries, and Wages Subtotal</b>		<b>0.00</b>	<b>29.00</b>	<b>43.00</b>		<b>\$ 2,781,835</b>

		FY2018 Actual		FY2019 Budget		FY2020 Adopted		FY2019-2020 Change
<b>Fringe Benefits</b>								
Employee Offset Savings	\$	-	\$	7,888	\$	5,412	\$	(2,476)
Flexible Benefits		-		320,506		454,767		134,261
Medicare		-		26,516		39,942		13,426
Other Post-Employment Benefits		-		165,348		238,875		73,527
Retiree Medical Trust		-		3,219		5,190		1,971
Retirement 401 Plan		-		1,905		2,231		326
Retirement ADC		-		413,493		453,271		39,778
Retirement DROP		-		-		3,325		3,325
Risk Management Administration		-		28,431		46,995		18,564
Supplemental Pension Savings Plan		-		132,152		210,396		78,244
Unemployment Insurance		-		3,072		4,102		1,030
Workers' Compensation		-		38,046		22,811		(15,235)
<b>Fringe Benefits Subtotal</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>1,140,576</b>	<b>\$</b>	<b>1,487,317</b>	<b>\$</b>	<b>346,741</b>
<b>Total Personnel Expenditures</b>					<b>\$</b>	<b>4,269,152</b>		