

**Arizona Department of Administration**  
**Facilities Management**

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 OSPB: Theresa Garcia

DESCRIPTION	FY 2003	FY 2004	FY 2005	
	ACTUAL	ESTIMATE	OSPB	JLBC
<b>OPERATING BUDGET</b>				
<i>Full Time Equivalent Positions</i>	175.5	172.5		174.5
Personal Services	5,991,200	6,114,700		6,179,700
Employee Related Expenditures	1,758,800	1,807,600		1,826,800
Professional and Outside Services	256,000	661,200		661,200
Travel - In State	133,800	157,800		157,800
Travel - Out of State	1,400	0		0
Other Operating Expenditures	2,798,300	3,822,600		3,466,900
Equipment	22,900	25,500		25,500
<b>OPERATING SUBTOTAL</b>	<b>10,962,400</b>	<b>12,589,400</b>		<b>12,317,900</b>
<b>SPECIAL LINE ITEMS</b>				
Utilities	5,732,300	6,100,000		5,733,800
Relocation	2,200	60,000		60,000
<b>PROGRAM TOTAL</b>	<b>16,696,900</b>	<b>18,749,400</b>		<b>18,111,700</b>
<b>FUND SOURCES</b>				
General Fund	6,449,000	6,878,600		6,878,600
<u>Other Appropriated Funds</u>				
Capital Outlay Stabilization Fund	9,789,500	11,065,600		10,710,500
Certificates of Participation Fund	0	282,600		0
Corrections Fund	458,400	522,600		522,600
SUBTOTAL - Other Appropriated Funds	10,247,900	11,870,800		11,233,100
<b>SUBTOTAL - Appropriated Funds</b>	<b>16,696,900</b>	<b>18,749,400</b>		<b>18,111,700</b>
Other Non-Appropriated Funds	6,652,900	10,029,900		500,000
<b>TOTAL - ALL SOURCES</b>	<b>23,349,800</b>	<b>28,779,300</b>		<b>18,611,700</b>

**CHANGE IN FUNDING SUMMARY**

	FY 2004 to FY 2005 JLBC	
	\$ Change	% Change
General Fund	0	0.0%
Other Appropriated Funds	(637,700)	(5.4%)
Total Appropriated Funds	(637,700)	(3.4%)
Non Appropriated Funds	(9,529,900)	(95.0%)
Total - All Sources	(10,167,600)	(35.3%)

**COST CENTER DESCRIPTION** — Facilities Management manages the design and construction of state prisons and office buildings, reviews all state construction projects, inspects the condition of non-university buildings at least once every 4 years, and develops a biennial Capital Improvement Plan. Facilities Management also manages Arizona Department of Administration-owned buildings in the Capitol Mall and provides maintenance and janitorial services.

PERFORMANCE MEASURES	FY 2003	FY 2003	FY 2004	FY 2005
	Appropriation	Actual	Appropriation	Recommend.
• Customer satisfaction with agency relocation process (Scale 1-8)	6.0	5.0	6.5	6.5
• Customer satisfaction with tenant improvement process (Scale 1-8)	6.0	5.3	6.5	6.5
• Customer satisfaction rating for building maintenance (Scale 1-8)	6.0	5.6	6.5	6.5
• Ratio of preventative maintenance work orders to total maintenance requests	1 : 2.78	1 : 3.0	1 : 2.78	1 : 2.8

