

Arizona Department of Administration
Facilities Management

JLBC: Jeremy Olsen
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DESCRIPTION	FY 2004 ACTUAL	FY 2005 ESTIMATE	FY 2006 JLBC
OPERATING BUDGET			
<i>Full Time Equivalent Positions</i>	172.5	174.5	174.5
Personal Services	5,685,800	6,051,800	6,051,800
Employee Related Expenditures	1,651,300	1,978,200	1,882,300
Professional and Outside Services	609,400	774,600	774,600
Travel - In State	146,200	169,700	169,700
Travel - Out of State	4,700	0	0
Other Operating Expenditures	4,233,800	3,583,800	3,659,500
Equipment	107,200	25,500	25,500
OPERATING SUBTOTAL	12,438,400	12,583,600	12,563,400
SPECIAL LINE ITEMS			
Utilities	5,508,900	5,733,800	5,733,800
Relocation	5,400	60,000	60,000
PROGRAM TOTAL	17,952,700	18,377,400	18,357,200
FUND SOURCES			
General Fund	6,766,900	7,027,600	7,027,600
<u>Other Appropriated Funds</u>			
Capital Outlay Stabilization Fund	10,674,600	10,812,200	10,794,100
Corrections Fund	511,200	537,600	535,500
SUBTOTAL - Other Appropriated Funds	11,185,800	11,349,800	11,329,600
SUBTOTAL - Appropriated Funds	17,952,700	18,377,400	18,357,200
Other Non-Appropriated Funds	11,200,300	11,690,000	11,690,000
TOTAL - ALL SOURCES	29,153,000	30,067,400	30,047,200

CHANGE IN FUNDING SUMMARY

	FY 2005 to FY 2006 JLBC	
	\$ Change	% Change
General Fund	0	0.0%
Other Appropriated Funds	(20,200)	(0.2%)
Total Appropriated Funds	(20,200)	(0.1%)
Non Appropriated Funds	0	0.0%
Total - All Sources	(20,200)	(0.1%)

COST CENTER DESCRIPTION — The Facilities Management Division oversees the design and construction, or lease, of state office buildings and prisons, 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 operates state-owned properties and provides maintenance, janitorial, and landscaping services.

PERFORMANCE MEASURES	FY 2003	FY 2004	FY 2005	FY 2006
	Actual	Actual	Estimate	JLBC
• Customer satisfaction with agency relocation process (Scale 1-8)	5.0	6.5	6.5	--
• Customer satisfaction with tenant improvement process (Scale 1-8)	5.3	6.6	6.5	--
• Customer satisfaction rating for building maintenance (Scale 1-8)	5.6	7.7	6.5	6.5
• Ratio of preventative maintenance work orders to total maintenance requests	1:3.0	1:2.5	1:2.8	--

Comments: The department was able to increase its building maintenance customer satisfaction rating nearly 40% from FY 2003 to FY 2004. This increase was attributed to a managerial focus on performance and agency morale.

RECOMMENDED CHANGES FROM FY 2005

Operating Budget

The JLBC recommends \$12,563,400 for the operating budget in FY 2006. This amount consists of:

	<u>FY 2006</u>
General Fund	\$7,027,600
Capital Outlay Stabilization Fund	5,000,300
Corrections Fund	535,500

These amounts would fund the following adjustments:

Standard Changes OF (20,200)

The JLBC recommends a decrease of \$(20,200) in FY 2006 for standard changes. This amount consists of a decrease of \$(18,100) from the Capital Outlay Stabilization Fund and a decrease of \$(2,100) from the Corrections Fund.

Special Line Items

Utilities

The JLBC recommends \$5,733,800 from the Capital Outlay Stabilization Fund for Utilities in FY 2006. This amount is unchanged from FY 2005. This Special Line Item funds utility charges (including electric, water, gas, and garbage disposal) for buildings located on the Capitol Mall and Tucson Office Complex.

Relocation

The JLBC recommends \$60,000 from the Capital Outlay Stabilization Fund for Relocation in FY 2006. This amount is unchanged from FY 2005. This Special Line Item funds unanticipated agency relocations.

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JLBC RECOMMENDED FORMAT — Operating Lump Sum with Special Line Items by Fund

JLBC RECOMMENDED FOOTNOTES

Standard Footnotes

Monies in the Relocation Special Line Item are exempt from the provisions of A.R.S. § 35-190, relating to lapsing of appropriations until December 31, 2006.

It is the intent of the Legislature that the amount appropriated from the Corrections Fund be expended solely for the oversight of construction projects benefiting the State Department of Corrections or the Department of Juvenile Corrections.

SUMMARY OF FUNDS - SEE AGENCY SUMMARY

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