

Office of the
Legislative Fiscal Analyst

FY 2003 Budget Recommendations

Joint Appropriations Subcommittee for
Capital Facilities and Administrative Services

Utah Department of Administrative Services
Division of Facilities Construction and Management

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1.0 Division of Facilities Construction and Management - Facilities Management

Summary

The Division of Facilities Construction and Management is responsible for directing or delegating maintenance and operations, preventive maintenance, and facility inspection programs for any department, commission, institution, or agency except State institutions of higher or public education.

As listed in the program section, most of the State-owned facilities under this statutory direction are managed in the Division’s Internal Service Fund. However, this part of the program also uses State General Funds for Capitol Hill, the Governor’s Mansion and preventive maintenance coordination. The funds appropriated in this budget are actually expended by the DFCM Internal Service Fund budget using interdepartmental transfers.

	Analyst FY 2003 Base	Analyst FY 2003 Changes	Analyst FY 2003 Total
Financing			
General Fund	108,300	(27,000)	81,300
Dedicated Credits Revenue	142,300		142,300
Total	\$250,600	(\$27,000)	\$223,600
Programs			
Governor's Mansion	27,000	(27,000)	
Preventive Maintenance	142,300		142,300
Governor's Residence	81,300		81,300
Total	\$250,600	(\$27,000)	\$223,600
FTE/Other			
Total FTE	2		2

The *Analyst FY 2003 Base* budget recommendation includes the *Revised Estimate* from FY 2002 as approved by the Executive Appropriations Committee and the following items:

- Adjustment for FY 2002 one-time programs;
- Payroll cost of an extra day in FY 2003;
- Transfers of Market Comparability Adjustments; and,
- Net changes for Internal Service Fund rates.

FY 2003 changes reflect the incremental costs of across the board reductions and annualization of partial budget cuts approved for FY 2002 along with adjustments for a transfer of maintenance work to the capital improvement program.

2.0 Budget Highlights

2.1 Capitol Hill Management

In 1998 the Legislature created the Capitol Preservation Board to provide management for the Capitol, the State Office Building and the Archives building. For the first year and a half of its existence, the Board contracted with DFCM to supply operational management, maintenance and custodial service. The Board now has an Executive Director takes responsibility for daily management of grounds and facilities. DFCM will continue as the contracted building maintenance provider and will continue to manage the Governor's Mansion.

2.2 Preventative Maintenance

DFCM operates a preventative maintenance program that helps state agencies conserve energy and improve maintenance efforts. The primary program focus is building auditing. These audits provide feedback to agencies regarding the quality of maintenance programs and offer recommendations on how to improve efficiency.

DFCM completed 172 audits in 2001, including a complete second review of Higher Education campuses. This brings the total audits to 553 since program inception. The program is entirely funded by dedicated credits generated through capital improvement funds transferred into DFCM's internal service fund.

Audit findings are published in the DFCM's annual report to the Legislature.

3.1 DUP Museum

Beginning in FY 2002 the Capitol Preservation Board assumed budget responsibility for the Daughters of the Utah Pioneers Museum.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	108,000			
Total	<u>\$108,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Expenditures				
Current Expense	108,000			
Total	<u>\$108,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
FTE/Other				

3.2 Green House

The Green House is located on the north side of Capitol Hill and provides flowers and other foliage for Capitol Hill Landscaping. Last year the Legislature transferred budget authority for Greenhouse maintenance to the Capitol Preservation Board.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	30,000			
Total	<u>\$30,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Expenditures				
Current Expense	30,000			
Total	<u>\$30,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
FTE/Other				

3.3 Council Hall

The Council Hall is a welcoming center for Capitol Hill visitors and tourists. Responsibility for this program was transferred to the Capitol Preservation Board in FY 2002.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	59,000			
Total	<u>\$59,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Expenditures				
Personal Services	59,000			
Total	<u>\$59,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
FTE/Other				

3.4 Preventative Maintenance

Preventative maintenance includes those functions that prolong the life cycle of mechanical equipment, electrical systems, roofs, floors, and other safety systems. The Division has responsibility to ensure that all State owned facilities are on a preventative maintenance schedule. The funding in this program is for the statewide preventative maintenance coordinator and associated support costs.

	2001	2002	2003	Est/Analyst
Financing	Actual	Estimated	Analyst	Difference
Dedicated Credits Revenue	133,200	141,400	142,300	900
Total	\$133,200	\$141,400	\$142,300	\$900
Expenditures				
Personal Services	108,300	114,500	115,200	700
In-State Travel	4,200	4,200	4,200	
Out of State Travel	2,300	7,800	5,900	(1,900)
Current Expense	14,600	14,100	13,200	(900)
DP Current Expense	3,800	800	3,800	3,000
Total	\$133,200	\$141,400	\$142,300	\$900
FTE/Other				
Total FTE	2	2	2	

3.5 Governor’s Residence

Following a fire that caused severe internal damage, the Governor moved back into his personal home. This program funds costs associated with maintaining the Mansion as a ceremonial gathering place. The FY 2003 Recommendation continues the \$10,000 budget cut approved to balance current year budgets.

	2001	2002	2003	Est/Analyst
Financing	Actual	Estimated	Analyst	Difference
General Fund	81,300	91,300	81,300	(10,000)
General Fund, One-time		(10,000)		10,000
Total	\$81,300	\$81,300	\$81,300	\$0
Expenditures				
Current Expense	81,300	81,300	81,300	
Total	\$81,300	\$81,300	\$81,300	\$0
FTE/Other				

3.6 Governor’s Mansion

Stonework on the Governor’s Mansion is extremely old and fragile. Each year DFCM analyzes stonework for decay, cracking or other damage. Funds appropriated to this program are transferred to the capital improvement account. Given the record levels of funding for Capital Improvements, the Analyst believes that these funds would be better used in other areas of DAS.

	2001	2002	2003	Est/Analyst
Financing	Actual	Estimated	Analyst	Difference
General Fund	30,000	30,000		(30,000)
General Fund, One-time		(3,000)		3,000
Total	\$30,000	\$27,000	\$0	(\$27,000)
Expenditures				
Current Expense	30,000	27,000		(27,000)
Total	\$30,000	\$27,000	\$0	(\$27,000)
FTE/Other				

4.0 Tables: Division of Facilities Construction and Management - Facilities Management

	1999	2000	2001	2002	2003
Financing	Actual	Actual	Actual	Estimated	Analyst
General Fund	2,407,500	309,100	308,300	121,300	81,300
General Fund, One-time				(13,000)	
Dedicated Credits Revenue	117,100	137,200	133,200	141,400	142,300
Total	\$2,524,600	\$446,300	\$441,500	\$249,700	\$223,600
Programs					
Capitol Hill	2,377,500				
Governor's Mansion	30,000	30,000	30,000	27,000	
Preventive Maintenance	117,100	137,200	133,200	141,400	142,300
DUP Museum		108,800	108,000		
Governor's Residence		81,300	81,300	81,300	81,300
Green House		30,000	30,000		
Council Hall		59,000	59,000		
Total	\$2,524,600	\$446,300	\$441,500	\$249,700	\$223,600
Expenditures					
Personal Services	99,800	105,100	167,300	114,500	115,200
In-State Travel	6,100	4,300	4,200	4,200	4,200
Out of State Travel		3,700	2,300	7,800	5,900
Current Expense	2,409,100	324,400	263,900	122,400	94,500
DP Current Expense	9,600	8,800	3,800	800	3,800
Total	\$2,524,600	\$446,300	\$441,500	\$249,700	\$223,600
FTE/Other					
Total FTE	1	2	2	2	2