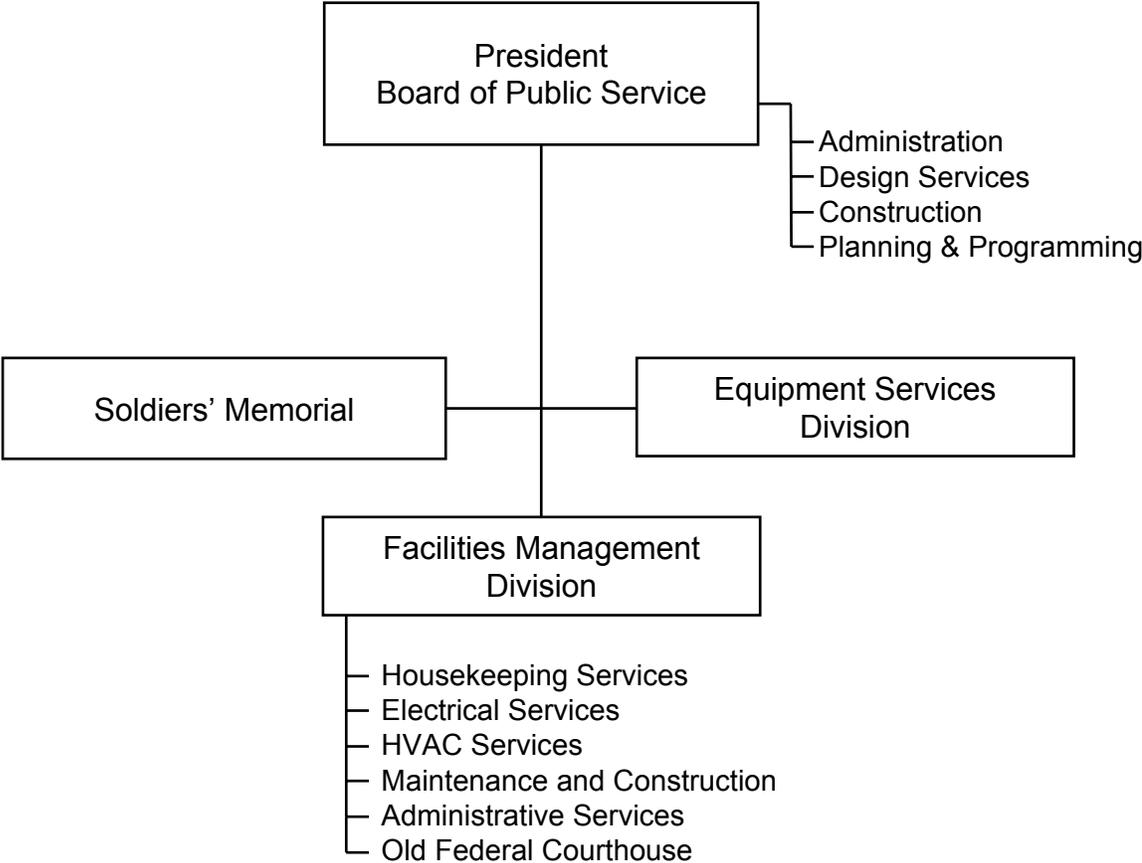


BOARD OF PUBLIC SERVICE

BOARD OF PUBLIC SERVICE

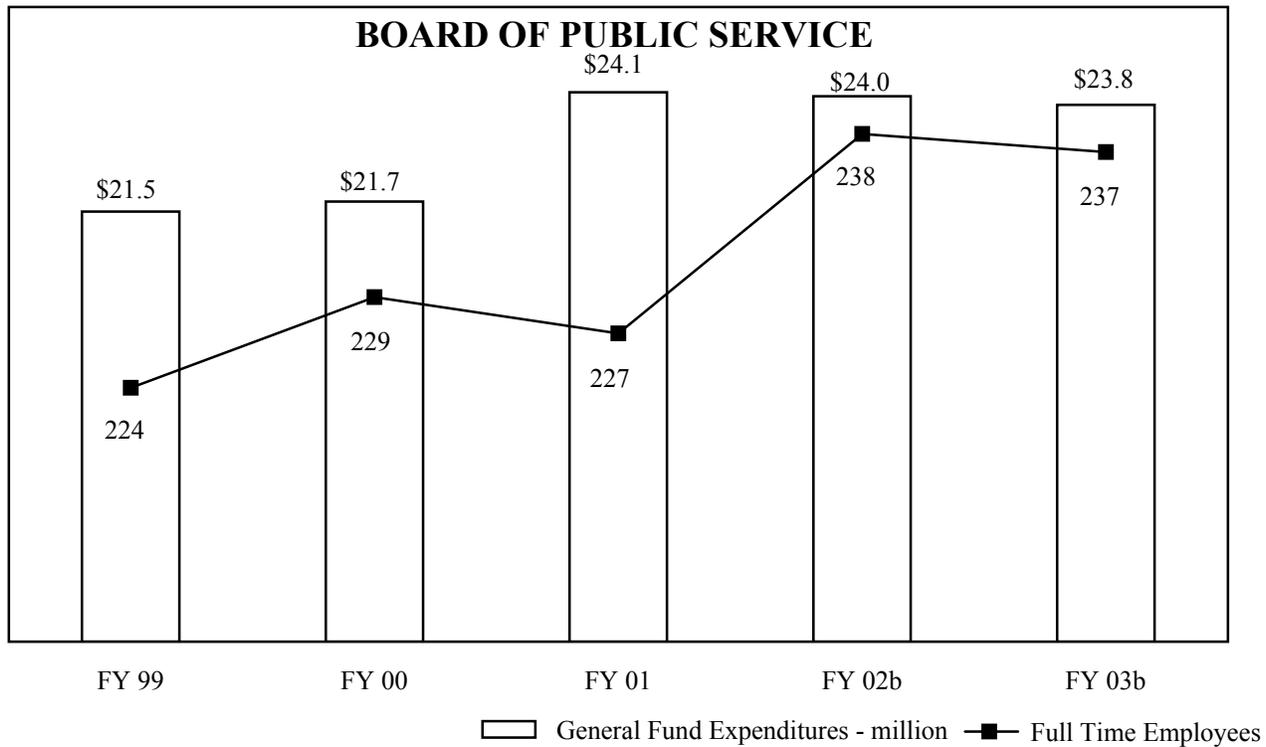


BOARD OF PUBLIC SERVICE

Budget By Division	Actual FY01	Budget FY02	Budget FY03
900 President, BPS	5,329,298	3,741,865	3,748,054
903 Facilities Management	9,119,488	10,256,902	9,913,767
910 Equipment Services Division	9,515,579	9,871,685	9,985,105
930 Soldiers' Memorial	153,890	159,664	195,507
Total General Fund	\$24,118,255	\$24,030,116	\$23,842,433
Grant and Other Funds	\$652,356	\$1,178,893	\$1,185,427
Total Department All Funds	\$24,770,611	\$25,209,009	\$25,027,860

Personnel By Division	Actual FY01	Budget FY02	Budget FY03
900 President, BPS	63.0	64.0	62.0
903 Facilities Management	65.0	77.0	79.0
910 Equipment Services Division	95.0	93.0	93.0
930 Soldiers' Memorial	4.0	4.0	3.0
Total General Fund	227.0	238.0	237.0
Grant and Other Funds	45.0	46.0	46.0
Total Department All Funds	272.0	284.0	283.0

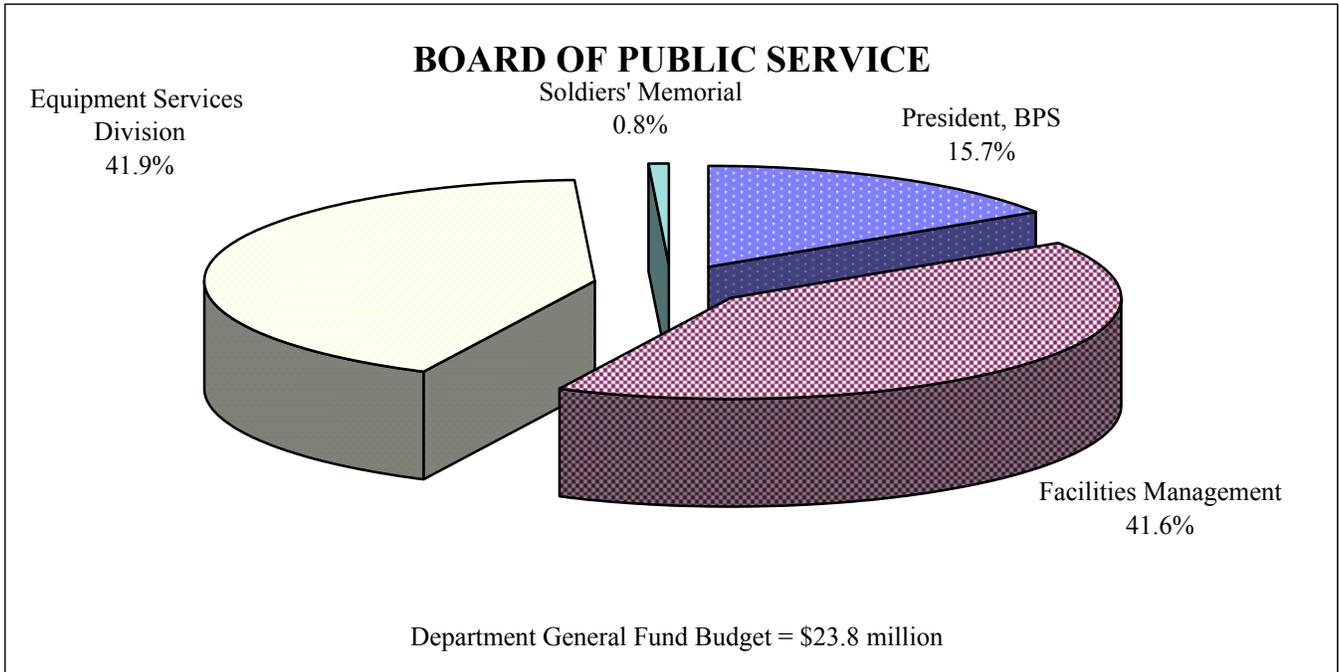
BOARD OF PUBLIC SERVICE



Major Goals and Highlights

- o Execute 90% of BPS contracts within 60 days and issue 95% of requested permits within one week of request
- o Consolidate accounting, payroll, purchasing and budget functions of BPS divisions
- o Devise new standards of performance for contractors with review completed by October, 2002 and new criteria established by March, 2003
- o Target 95% of BPS plans to come within estimate
- o Monitor over \$5.0 mil. in heat and energy requirements for all City facilities
- o Complete 90% of vehicle repairs within 24 hours of repair order
- o Complete approximately 32,000 repair orders at ESD garages

BOARD OF PUBLIC SERVICE



- o Evaluate the cost/benefits of the design build model for various public projects
- o Continue developing a payment and reimbursement tracking system for construction projects
- o Keep percentage of vehicle fleet out of commission at 4% or less
- o Continue the design and administration of renovation projects funded by the 1998 Public Safety Bond Issue
- o Continue tracking and evaluation of City's requests for Federally Funded (T-21) projects and public works and development projects
- o Develop a military history reference library
- o Set-up maintenance group at Carnahan Courthouse

Department: Board of Public Service
 Division: 900 President, BPS

Division Budget

Services Provided & FY03 Highlights

The Office of the President of the Board of Public Service is responsible for all public work and improvements undertaken by the City or in which the City is interested. Duties include the design and construction supervision of public work projects. BPS provides design services in-house and manages design and construction projects performed by contractors. A President's Office program also coordinates the City's requests for Federal Funds for public works and development projects. BPS will continue to administer the renovation projects funded by the Public Safety Bond Issue.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	3,176,356	3,213,082	3,355,038
Materials and Supplies	32,144	36,750	24,016
Equipment, Lease & Assets	27,774	26,500	25,000
Contractual and Other Services	2,093,024	465,533	344,000
Debt Service and Special Charges	0	0	0
Total General Fund	\$5,329,298	\$3,741,865	\$3,748,054
Grant and Other Funds	\$651,365	\$1,178,893	\$1,185,427
Total Budget All Funds	\$5,980,663	\$4,920,758	\$4,933,481
Number of Full Time Positions			
General Fund	63.0	64.0	62.0
Other	41.0	41.0	41.0
Total	104.0	105.0	103.0

Department: Board of Public Service
Division: 900 President, BPS
Program: 01 Administration

Program Budget

Services Provided & FY03 Highlights

The Administration Section provides support and supervision for the engineering design and construction programs of the City. This section also processes BPS applications, project contracts, payroll and department requisitions. BPS manages much of the new construction work resulting from the 1/2 Cent sales tax for capital improvements and the 1998 Public Safety Bond Issue. In FY03, BPS Administration will pursue consolidation of the accounting, purchasing, payroll and budget functions of the Facilities Management and Equipment Services Divisions.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	651,369	793,129	926,096
Materials and Supplies	20,945	23,750	16,250
Equipment, Lease & Assets	27,774	26,500	25,000
Contractual and Other Services	95,721	92,500	59,500
Debt Service and Special Charges	0	0	0

Total General Fund **\$795,809** **\$935,879** **\$1,026,846**

Grant and Other Funds \$0 \$0 \$0

Total Budget All Funds **\$795,809** **\$935,879** **\$1,026,846**

Number of Full Time Positions

General Fund	12.0	13.0	13.0
Other	0.0	0.0	0.0
Total	12.0	13.0	13.0

Service Description	Actual FY01	Estimated FY02	Estimated FY03
o Process permits & applications	991	1,000	1,000
o Process contracts	211	210	220
o Special projects	6	10	10

Department: Board of Public Service
Division: 900 President, BPS
Program: 02 Design Services

Program Budget

Services Provided & FY03 Highlights

The Design Section provides professional multi-disciplinary architectural and engineering services to the various user agencies of the City. The staff conducts investigations and prepares reports, studies and cost estimates for its clients and the survey section conducts surveys. They also maintain an archival library of City buildings, structures, streets, alleys, and subdivisions. In addition, the Design Section administers design contracts with private consultants and prepares plats and legal descriptions for all property that the City purchases and sells. Federally mandated bridge inspections are also handled under this program. The Design Section provides professional services for administering the Underground Storage Tank program and the asbestos/lead paint abatement programs. In FY03, the Design Section will initiate a cost/benefit analysis process for the design/build option of various public projects.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	1,173,987	725,743	722,310
Materials and Supplies	3,733	4,250	1,500
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,070	1,000	0
Debt Service and Special Charges	0	0	0
Total General Fund	\$1,178,790	\$730,993	\$723,810
Grant and Other Funds	\$162,500	\$259,012	\$260,712
Total Budget All Funds	\$1,341,290	\$990,005	\$984,522

Number of Full Time Positions

General Fund	24.0	22.0	21.0
Other	16.0	17.0	17.0
Total	40.0	39.0	38.0

Service Description	Actual FY01	Estimated FY02	Estimated FY03
o Design projects (plans & specifications)	136	140	140
o Surveys conducted	25	52	52
o Bridge Inspections	10	10	10

Department: Board of Public Service
Division: 900 President, BPS
Program: 03 Construction

Program Budget

Services Provided & FY03 Highlights

The Construction Section provides project management for public works projects. Projects include street and alley improvements, bridge repair or replacement, building alterations or additions, and office renovations and repair. The Construction Section oversees much of the new construction activity related to the 1/2 Cent sales tax for capital improvements and the Public Safety Bond Issue projects. The Construction Section assures that projects are completed at the specific quality, in a timely manner, and within budget. In FY03, the Construction Section will be devising a new standards of performance for contractors.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	1,016,316	1,263,987	1,260,380
Materials and Supplies	4,148	4,500	3,266
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,993,559	368,533	282,500
Debt Service and Special Charges	0	0	0
Total General Fund	\$3,014,023	\$1,637,020	\$1,546,146
Grant and Other Funds	\$488,865	\$919,881	\$924,715
Total Budget All Funds	\$3,502,888	\$2,556,901	\$2,470,861

Number of Full Time Positions

General Fund	21.0	22.0	21.0
Other	25.0	24.0	24.0
Total	46.0	46.0	45.0

Service Description	Actual FY01	Estimated FY02	Estimated FY03
o Project Management	158	160	160

Department: Board of Public Service
Division: 900 President, BPS
Program: 04 Planning & Programming

Program Budget

Services Provided & FY03 Highlights

This program provides staff for design and contract supervision for the Board of Alderman's various capital projects. This section plans for Ward Capital Improvement Projects it will develop with input from the Alderman. Planning & Programming prepares grant applications for various FHWA and FTA grants and administers funds obtained through grants and Federal programs. In FY03, emphasis will be placed on the development of long term plans and needs assessment for the whole department.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	334,684	430,223	446,252
Materials and Supplies	3,318	4,250	3,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2674	3,500	2,000
Debt Service and Special Charges	0	0	0
Total General Fund	\$340,676	\$437,973	\$451,252
Grant and Other Funds	\$0	\$0	\$0
Total Budget All Funds	\$340,676	\$437,973	\$451,252

Number of Full Time Positions

General Fund	6.0	7.0	7.0
Other	0.0	0.0	0.0
Total	6.0	7.0	7.0

	Actual FY01	Estimated FY02	Estimated FY03
o Ward Capital projects	28	28	28
o STP (road & bridge) projects	12	18	20
o % of Plans that come within estimate	75%	95%	95%
o % of Applications submitted by deadline	100%	100%	100%

Department: Board of Public Service
 Division: 903 Facilities Management

Division Budget

Services Provided & FY03 Highlights

The Division of Facilities Management is responsible for the operating and maintenance of 260 City facilities. Facilities Management is divided into four programs, housekeeping, electrical services, heating and cooling services, and maintenance and construction.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	3,063,815	3,359,902	3,704,377
Materials and Supplies	331,769	313,500	427,230
Equipment, Lease & Assets	90,709	97,500	123,500
Contractual and Other Services	5,633,195	6,486,000	5,658,660
Debt Service and Special Charges	0	0	0
Total General Fund	\$9,119,488	\$10,256,902	\$9,913,767
Grant and Other Funds	\$0	\$0	\$0
Total Budget All Funds	\$9,119,488	\$10,256,902	\$9,913,767

Number of Full Time Positions

General Fund	65.0	77.0	79.0
Other	0.0	0.0	0.0
Total	65.0	77.0	79.0



Department: Board of Public Service
Division: 903 Facilities Management
Program: 01 Housekeeping Services

Program Budget

Services Provided & FY03 Highlights

Facilities Management provides custodial services at City Hall, City Courts, Health Division, and four other City offices. Services include housekeeping, trash pick-up, carpet and floor cleaning, and daily restroom cleaning. This program maintains a regular cleaning schedule of all City offices. This program also contracts for the pest control, windowing cleaning, lawn maintenance and specialized cleaning services.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	610,350	776,586	682,124
Materials and Supplies	81,513	75,000	75,000
Equipment, Lease & Assets	0	0	2,000
Contractual and Other Services	23,905	26,000	25,000
Debt Service and Special Charges	0	0	0
Total General Fund	\$715,768	\$877,586	\$784,124
Grant and Other Funds	\$0	\$0	\$0
Total Budget All Funds	\$715,768	\$877,586	\$784,124

Number of Full Time Positions

General Fund	15.0	28.0	24.0
Other	0.0	0.0	0.0
Total	15.0	28.0	24.0

Service Description	Actual FY01	Estimated FY02	Estimated FY03
o Custodial service - City Hall (sq.ft.)	327,252	327,252	327,252
o Custodial Service - Parkside Plaza (sq.ft.)	38,500	38,500	38,500
o Custodial Service - Convention Plaza (sq.ft.)	16,400	16,400	16,400
o Custodial service - 634 No. Grand (sq.ft.)	187,500	187,500	187,500

Department: Board of Public Service
Division: 903 Facilities Management
Program: 02 Electrical Services

Program Budget

Services Provided & FY03 Highlights

The Electrical Services Program provides all electrical operation, repair, maintenance and minor alteration and improvement of electrical systems in City-owned facilities. This program does the aforementioned services for 261 facilities. This program also contracts for maintenance for 35 elevators and pays the electrical bills for City facilities. Electrical Services will continue to monitor electric power usage at various City facilities to help identify any problems with electrical systems and track costs for budget analysis.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	661,984	663,779	725,245
Materials and Supplies	100,634	72,500	113,630
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,520,658	2,265,500	2,260,000
Debt Service and Special Charges	0	0	0
Total General Fund	\$3,283,276	\$3,001,779	\$3,098,875
Grant and Other Funds	\$0	\$0	\$0
Total Budget All Funds	\$3,283,276	\$3,001,779	\$3,098,875

Number of Full Time Positions

General Fund	13.0	12.0	12.0
Other	0.0	0.0	0.0
Total	13.0	12.0	12.0

Service Description	Actual FY01	Estimated FY02	Estimated FY03
o Electrical maintenance work orders	1,011	1,100	1,100

Department: Board of Public Service
Division: 903 Facilities Management
Program: 03 HVAC Services

Program Budget

Services Provided & FY03 Highlights

The HVAC Services program provides maintenance, repair, and operation of the heating and air conditioning systems in approximately 88 City buildings. The program also oversees the maintenance of fire sprinkler systems, hot water systems, freezers, and water coolers, etc. The City's heating costs are included in this section's budget. HVAC Services has assumed the utility costs of Truman Restorative Center. The HVAC program monitors the heating energy costs at 100 City facilities to identify any problems with the systems and to track the utility costs for budget analysis.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	1,087,853	1,157,178	1,197,161
Materials and Supplies	127,302	121,500	122,500
Equipment, Lease & Assets	0	63,500	40,000
Contractual and Other Services	1,645,201	2,265,000	2,258,000
Debt Service and Special Charges	0	0	0
Total General Fund	\$2,860,356	\$3,607,178	\$3,617,661
Grant and Other Funds	\$0	\$0	\$0
Total Budget All Funds	\$2,860,356	\$3,607,178	\$3,617,661

Number of Full Time Positions

General Fund	23.0	23.0	22.0
Other	0.0	0.0	0.0
Total	23.0	23.0	22.0

Service Description	Actual FY01	Estimated FY02	Estimated FY03
o HVAC systems work orders	940	950	950

Department: Board of Public Service
Division: 903 Facilities Management
Program: 04 Facilities Maintenance and Construction

Program Budget

Services Provided & FY03 Highlights

The Facilities Maintenance Section is charged with the overall maintenance of City buildings and facilities. This Section provides "in-house" carpentry and painting, as well as contractual maintenance and minor construction services to 150 City facilities, including fire stations. This program is also responsible for the overhead door and fire extinguisher contracts, and for contracting for specialized emergency service repairs which are beyond the scope of the Facilities Department.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	446,259	481,598	548,562
Materials and Supplies	9,560	35,000	28,600
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	58,435	35,000	110,000
Debt Service and Special Charges	0	0	0
Total General Fund	\$514,254	\$551,598	\$687,162
Grant and Other Funds	\$0	\$0	\$0
Total Budget All Funds	\$514,254	\$551,598	\$687,162

Number of Full Time Positions

General Fund	9.0	9.0	10.0
Other	0.0	0.0	0.0
Total	9.0	9.0	10.0

Service Description	Actual FY01	Estimated FY02	Estimated FY03
o In-house construction maintenance work orders (carpentry, plumbing, painting)	450	450	450

Department: Board of Public Service
Division: 903 Facilities Management
Program: 05 Administrative Services

Program Budget

Services Provided & FY03 Highlights

The Administrative Section provides overall management, technical and clerical support to all Facilities Management programs. This program provides technical review of plans and specifications for repair projects, and conducts inspections and testing of those systems. This Section is responsible for handling requests for service and dispatching the appropriate tradesmen to the site for the repair.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	257,369	280,761	365,552
Materials and Supplies	12,760	9,500	17,500
Equipment, Lease & Assets	90,709	34,000	31,500
Contractual and Other Services	110,058	89,500	82,000
Debt Service and Special Charges	0	0	0
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Total General Fund	\$470,896	\$413,761	\$496,552
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
Total Budget All Funds	\$470,896	\$413,761	\$496,552
 Number of Full Time Positions			
General Fund	5.0	5.0	7.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
Total	5.0	5.0	7.0

Department: Board of Public Service
Division: 903 Facilities Management
Program: 06 Old Federal Courthouse

Program Budget

Services Provided & FY03 Highlights

In spring of FY01, the City took ownership of the old Federal Courthouse located on the southeast corner of Tucker and Market Streets. It is planned that this building will house courtrooms of the 22nd Judicial Circuit and offices now located in the municipal courts building. The facility will also be directly connected by skywalk to the new City Justice Center now under construction. The FY03 budget includes four additional maintenance staff to supplement contractual maintenance requirements of the Carnahan Courthouse.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	0	0	185,733
Materials and Supplies	0	0	70,000
Equipment, Lease & Assets	0	0	50,000
Contractual and Other Services	1,274,938	1,805,000	923,660
Debt Service and Special Charges	0	0	0
Total General Fund	\$1,274,938	\$1,805,000	\$1,229,393
Grant and Other Funds	\$0	\$0	\$0
Total Budget All Funds	\$1,274,938	\$1,805,000	\$1,229,393

Number of Full Time Positions

General Fund	0.0	0.0	4.0
Other	0.0	0.0	0.0
Total	0.0	0.0	4.0

Department: Board of Public Service
 Division: 910 Equipment Services Division

Division Budget

Services Provided & FY03 Highlights

The Equipment Services Division (ESD) provides maintenance to approximately 2,800 vehicles and equipment and provides fuel services to most City departments. ESD operates seven garage repair facilities throughout the City. In FY02, the maintenance facility previously housed in the municipal garage was consolidated with existing facilities at the Hampton location.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	4,087,409	4,525,985	4,736,005
Materials and Supplies	4,212,924	4,205,600	4,191,500
Equipment, Lease & Assets	28,325	24,000	10,000
Contractual and Other Services	1,186,921	1,116,100	1,047,600
Debt Service and Special Charges	0	0	0
Total General Fund	\$9,515,579	\$9,871,685	\$9,985,105
Grant and Other Funds	\$991	\$0	\$0
Total Budget All Funds	\$9,516,570	\$9,871,685	\$9,985,105

Number of Full Time Positions

General Fund	95.0	93.0	93.0
Other	4.0	5.0	5.0
Total	99.0	98.0	98.0

Service Description	Actual FY01	Estimated FY02	Estimated FY03
o Vehicle and equipment repair orders	31,000	31,500	32,000
o % vehicle availability rate	92%	90%	88%
o Provide fuel (gals.)	1,225,000	1,230,000	1,240,000
o Average age of fleet (years)	10.5	10.8	11

Department: Board of Public Service
 Division: 930 Soldiers' Memorial

Division Budget

Services Provided & FY03 Highlights

Soldiers' Memorial Military Museum is dedicated as a memorial for veterans and as a museum for preserving an historic collection of military artifacts and is one of the best examples of "Art Deco" architecture in St. Louis. The memorial building is open to the public and has meeting space available for veterans and other groups. Soldiers' Memorial routinely participates in a multitude of events honoring the nations veterans including the annual Veterans' Day parade, American Legion flag raising ceremony, AMVETS Pearl Harbor day service and the POW/MIA March to the Arch. Also, the museum staff coordinates, and will host, the "Stand-Down" program to assist homeless veterans. New displays at the museum include "Desert Storm" artifacts, regimental headgear of the British army, newly acquired U.S. civil war artillery shells, a display on the history of the sword and a history and celebration for the 100th anniversary of the U.S. submarine service.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	141,975	152,914	138,007
Materials and Supplies	6,289	3,700	2,700
Equipment, Lease & Assets	1,113	0	0
Contractual and Other Services	4,513	3,050	54,800
Debt Service and Special Charges	0	0	0
Total General Fund	\$153,890	\$159,664	\$195,507
Grant and Other Funds	\$0	\$0	\$0
Total Budget All Funds	\$153,890	\$159,664	\$195,507

Number of Full Time Positions

General Fund	4.0	4.0	3.0
Other	0.0	0.0	0.0
Total	4.0	4.0	3.0

Service Description	Actual FY01	Estimated FY02	Estimated FY03
o Facilitate meetings - various groups	200	200	200
o Facilitate ceremonies	25	20	20
o Visitors annual	34,000	38,000	38,000