

**DEPARTMENT OF PUBLIC PROPERTY  
FISCAL YEAR 2017 BUDGET TESTIMONY  
APRIL 20, 2016**

---

INTRODUCTION

Good morning, President Clarke and Members of City Council. I am Bridget Collins-Greenwald, Commissioner of Public Property. Joining me today are key members of the Department of Public Property. I am pleased to provide testimony on The Department of Public Property's Fiscal Year 2017 operating budget.

DEPARTMENT MISSION/PLANS

**Mission:** To professionally manage the infrastructure supporting City government operations through the acquisition, disposition, lease, design, construction, renovation and maintenance of City properties.

**Description of Major Services:** The Department of Public Property (Public Property) is responsible for the acquisition, disposition, lease, design, construction, renovation and maintenance of City properties. Public Property provides these services through three divisions: Real Estate, Capital Programs and Facilities Management. Public Property is also responsible for the negotiation of leases for City-occupied space, as well as managing the space standards for City owned buildings.

**Plans for Fiscal Year 2017:**

- Create a comprehensive master facility plan for police and fire facilities throughout the City.
- Complete an exterior laser scan of City Hall to determine where to expend dollars on exterior maintenance.
- Pursue grant/private/public funding for renovations to City Hall Courtyard and the portals to complement the gate and lighting projects.
- Implement fully automated asset management, capital project and space management systems.
- Reconfigure the space in City-owned facilities, beginning with the One Parkway Building.
- Transfer a majority of vacant surplus properties into the Philadelphia Landbank.

**DEPARTMENT OF PUBLIC PROPERTY  
BUDGET SUMMARY AND OTHER BUDGET DRIVERS**

**Staff Demographics Summary (as of January 2016)**

	Total	Minority	White	Female
Full-Time Staff	145	67	78	28
Executive Staff	5	0	5	2
Average Salary - FTS	\$51,298	\$45,155	\$56,888	\$59,387
Average Salary - ES	\$117,320	\$0	\$117,320	\$120,775
Median Salary - FTS	\$43,496	\$42,572	\$48,660	\$50,306
Median Salary - ES	\$113,850	\$0	\$113,850	\$120,775

**Employment Levels (as of January 2016)**

	Budgeted	Approved	Filled
Full-Time Positions	159	159	145
Part-Time Positions	0	0	0
Executive Positions	5	5	5
Overall Average Salary	\$51,298	\$51,298	\$51,298
Overall Median Salary	\$43,496	\$43,496	\$43,496

**Financial Summary by Class - General Fund**

	Fiscal 2015	Fiscal 2016	Fiscal 2016	Fiscal 2017	Difference
	Actual Obligations	Original Appropriations	Estimated Obligations	Proposed Appropriations	FY17-FY16
Class 100 - Employee Compensation	\$8,217,002	\$8,400,083	\$8,519,841	\$8,318,847	(\$200,994)
Class 200 - Purchase of Services	\$148,803,853	\$154,718,771	\$155,408,182	\$159,373,457	\$3,965,275
Class 300 - Materials and Supplies	\$1,148,024	\$1,201,947	\$1,188,047	\$1,188,047	\$0
Class 400 - Equipment	\$164,918	\$136,588	\$150,488	\$150,488	\$0
Class 500 - Contributions	\$484,077	\$0	\$0	\$0	\$0
Class 700 - Debt Service	\$0	\$0	\$0	\$0	\$0
Class 800 - Payment to Other Funds	\$30,417,400	\$23,367,706	\$23,367,706	\$23,916,920	\$549,214
Class 900 - Advances/Misc. Payments	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$189,235,274</b>	<b>\$187,825,095</b>	<b>\$188,634,264</b>	<b>\$192,947,759</b>	<b>\$4,313,495</b>

**Contracts Summary (as of December 2015)**

	FY11	FY12	FY13	FY14	FY15	FY16*
Total amount of contracts	\$13,067,609	\$13,694,007	\$13,073,410	\$13,560,446	\$13,999,303	\$5,510,589
Total amount to M/W/DBE	\$13,067,609	\$13,694,007	\$13,073,410	\$13,560,446	\$13,999,303	\$5,510,589
Participation Rate	100%	100%	100%	100%	100%	100%

\* as of December 2015

The Department of Public Property's participation goal for FY17 is 65%.

**DEPARTMENT OF PUBLIC PROPERTY  
PROPOSED BUDGET OVERVIEW**

---

**PROPOSED FUNDING REQUEST**

The proposed Fiscal Year 2017 general fund budget totals \$192,947,759, an increase of \$4,313,495 over Fiscal Year 2016 estimated obligation levels. This increase is primary due to increase of SEPTA subsidy, space rental, and the interfund transfers.

The proposed budget includes:

- \$8,318,847 in Class 100, an \$200,994 decrease over FY16. The Department is budgeted for 159 positions.
- \$159,373,457 in Class 200, an \$3,965,275 increase over FY16. The increase in Class 200 is largely due to the increase for SEPTA subsidy. In addition to the \$79,720,000 for City support of SEPTA, the Class 200 General Fund request includes: \$20,875,402 for space rental; \$30,656,047 for utility charges; and \$28,122,008 for core departmental operations.
- \$1,188,047 in Class 300, there is no change over FY16.
- \$150,488 in Class 400, there is no change over FY16.
- In Class 800, we are requesting \$23,916,920, an increase of \$549,214 over FY16.
- In the Water Fund, we are requesting \$4,042,633 in Class 200, there is no change over FY16.
- In the Aviation Fund, we are requesting \$26,900,000, reflecting no change from FY16 estimated obligations.

**STAFFING LEVELS**

The current staffing levels for FY 16 are:

**Facilities Management Division**

Filled	Authorized
105	114

**Capital Projects Division**

Filled	Authorized
19	20

**Real Estate Division**

Filled	Authorized
9	9

**General Support Division**

Filled	Authorized
13	15

- The department hired 9 employees. The ethnic composition of these new hires is 3 Black or African American (not Hispanic or Latino) and 6 White. None of these new hires are listed as bilingual.

**DEPARTMENT OF PUBLIC PROPERTY  
PERFORMANCE, CHALLENGES AND INITIATIVES**

---

DEPARTMENT PERFORMANCE (OPERATIONS)

<b>Performance Measure</b>	<b>FY15</b>	<b>FY16 YTD (as of 12/31/15)</b>	<b>FY17 Target</b>
Total Lease Expense (\$ Million)	\$17M	\$21M	\$19M
Number of Square Ft. Managed	1,302,864	1,294,534	1,294,534
Number of substantially completed construction projects	80	70	75
Facilities Division Work Order Volume	13,906	13,000	13,500
Work Orders completed within service level agreement	83.10%	85%	87%

**DEPARTMENT OF PUBLIC PROPERTY  
OTHER BUDGETARY IMPACTS**

---

FEDERAL AND STATE (WHERE APPLICABLE)

- None

**DEPARTMENT OF PUBLIC PROPERTY – CONTRACTING EXPERIENCE**

**M/W/DSBE Participation on Large Contracts  
FY16 Contracts**

Vendor	Service Provided	Amount of Contract	RFP Issue Date	Contract Start Date	Ranges in RFP	% of M/W/DSBE Participation Achieved	\$ Value of M/W/DSBE Participation	Total % and \$ Value Participation - All DSBES	Local Business	Living Wage Compliant?
US Facilities, Inc.	Operations, Maintenance and Support Services for the Triplex	\$13,695,375	4/26/13	10/1/13	MBE: 20-25%	100%	\$13,695,375	100%	Yes	Yes
					WBE: 10 - 15%	0%	\$0			
					DSBE: 10 - 15%	0%	\$0			

**DEPARTMENT OF PUBLIC PROPERTY – EMPLOYEE DATA**

**Staff Demographics (as of January 2016)**

<i>Full-Time Staff</i>				<i>Executive Staff</i>			
		<i>Male</i>	<i>Female</i>			<i>Male</i>	<i>Female</i>
		<i>African-American</i>	<i>African-American</i>			<i>African-American</i>	<i>African-American</i>
<i>Total</i>		39	13	<i>Total</i>		0	0
<i>% of Total</i>		6.2%	8.9%	<i>% of Total</i>		0%	0%
<i>Average Salary</i>		\$42,818	\$46,792	<i>Average Salary</i>		N/A	N/A
<i>Median Salary</i>		\$41,778	\$43,969	<i>Median Salary</i>		N/A	N/A
		<i>White</i>	<i>White</i>			<i>White</i>	<i>White</i>
<i>Total</i>		69	9	<i>Total</i>		4	2
<i>% of Total</i>		47.6%	6.2%	<i>% of Total</i>		66.7%	33.3%
<i>Average Salary</i>		\$46,641	\$85,917	<i>Average Salary</i>		\$115,016	\$120,775
<i>Median Salary</i>		\$93,307	\$90,203	<i>Median Salary</i>		\$113,850	\$120,775
		<i>Hispanic</i>	<i>Hispanic</i>			<i>Hispanic</i>	<i>Hispanic</i>
<i>Total</i>		7	3	<i>Total</i>		0	0
<i>% of Total</i>		4.8%	2.1%	<i>% of Total</i>		0.0%	0.0%
<i>Average Salary</i>		\$55,567	\$40,608	<i>Average Salary</i>		N/A	N/A
<i>Median Salary</i>		\$42,071	\$39,792	<i>Median Salary</i>		N/A	N/A
		<i>Asian</i>	<i>Asian</i>			<i>Asian</i>	<i>Asian</i>
<i>Total</i>		1	1	<i>Total</i>		0	0
<i>% of Total</i>		0.7%	0.7%	<i>% of Total</i>		0.0%	0.0%
<i>Average Salary</i>		\$44,290	\$74,395	<i>Average Salary</i>		N/A	N/A
<i>Median Salary</i>		\$44,290	\$74,395	<i>Median Salary</i>		N/A	N/A
		<i>Other</i>	<i>Other</i>			<i>Other</i>	<i>Other</i>
<i>Total</i>		1	2	<i>Total</i>		0	0
<i>% of Total</i>		0.7%	1.4%	<i>% of Total</i>		0.0%	0.0%
<i>Average Salary</i>		\$33,270	\$42,544	<i>Average Salary</i>		N/A	N/A
<i>Median Salary</i>		\$33,270	\$42,544	<i>Median Salary</i>		N/A	N/A
		<i>Bi-lingual</i>	<i>Bi-lingual</i>			<i>Bi-lingual</i>	<i>Bi-lingual</i>
<i>Total</i>		13	5	<i>Total</i>		0	0
<i>% of Total</i>		9.0%	3.4%	<i>% of Total</i>		0.0%	0.0%
<i>Average Salary</i>		\$60,750	\$62,891	<i>Average Salary</i>		N/A	N/A
<i>Median Salary</i>		\$50,729	\$67,225	<i>Median Salary</i>		N/A	N/A
		<i>Male</i>	<i>Female</i>			<i>Male</i>	<i>Female</i>
<i>Total</i>		117	28	<i>Total</i>		4	2
<i>% of Total</i>		80.7%	19.3%	<i>% of Total</i>		66.7%	33.3%
<i>Average Salary</i>		\$49,362	\$59,387	<i>Average Salary</i>		\$115,016	\$120,775
<i>Median Salary</i>		\$43,496	\$50,306	<i>Median Salary</i>		\$113,850	\$120,775

**DEPARTMENT OF PUBLIC PROPERTY**  
**APPENDIX (Other Relevant Data and Charts)**

**Number of Bilingual Employees (as of January 2016)**

	Spanish	Arabic	Malayalam	Hindi	Cantonese & Mandarin	Portuguese	French	Japanese	Swedish	Italian	German	Ukrainian	Russian	Lithuanian
Facilities Management	4	1	0	0	0	0	1	0	0	1	0	1	2	2
Capital Projects	5	0	1	1	0	2	1	1	1	2	1	0	0	0
General Support	0	0	0	0	1	0	0	0	0	0	0	0	0	0
Real Estate	1	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total - All Divisions</b>	<b>10</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>
Total - # of Bilingual Employees	18													
Total - # of Languages Spoken	14													