

# FISCAL 2019 OPERATING BUDGET

# **DEPARTMENTAL SUMMARY BY FUND**

Departn Pf								
	ROCUREMEN	JT						No. 38
				Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
				Actual	Original	Estimated	Proposed	or
No.	Fund	Class	Description	Obligations	Appropriation	Obligations	Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
01	General	100	Employee Compensation					
l		a)	Personal Services	2,420,035	2,566,732	2,530,524	2,573,121	42,597
l		b)	Employee Benefits	0 000 751	2,316,267	0 200 267	0.016.067	7,000
l		200 300	Purchase of Services  Materials and Supplies	2,333,751 23,976	33,588	2,309,267 28,588	2,316,267 33,588	7,000 5,000
1		400	Equipment	24,938	15,466	12,966	15,466	2,500
		500	Contributions, etc.	1,125	10,100	12,000	10,100	2,000
		800	Payments to Other Funds	,,0				
l			Total	4,803,825	4,932,053	4,881,345	4,938,442	57,097
02	Water	100	Employee Compensation					
		a)	Personal Services	85,470	82,098	89,261	93,093	3,832
		b)	Employee Benefits					
l		200	Purchase of Services					
		300	Materials and Supplies					
		400	Equipment					
		500 800	Contributions, etc. Payments to Other Funds					
l		800	Total	85,470	82,098	89,261	93,093	3,832
08		100	Employee Compensation	00,170	02,000	00,201	00,000	0,002
	its Revenue	a)	Personal Services					
J Gran	no movembe	b)	Employee Benefits					
		200	Purchase of Services				3,000	3,000
		300	Materials and Supplies					
		400	Equipment					
l		500	Contributions, etc.					
l		800	Payments to Other Funds				3,000	0.000
			Total				3,000	3,000
		100	Employee Compensation					
		a) b)	Personal Services Employee Benefits					
1		200	Purchase of Services					
1		300	Materials and Supplies					
1		400	Equipment					
1		500	Contributions, etc.					
l		800	Payments to Other Funds					
			Total					
		100	Employee Compensation					
Ì		a)	Personal Services					
Ì		b)	Employee Benefits					
Ì		200 300	Purchase of Services  Materials and Supplies					
Ì		400	Equipment					
		500	Contributions, etc.					
l		800	Payments to Other Funds					
			Total					
		100	Employee Compensation					
		a)	Personal Services	2,505,505	2,648,830	2,619,785	2,666,214	46,429
		b)	Employee Benefits	0.000.75	0.040.00=	0.000.00=	0.040.00=	10.000
Dep	oartmental Total	200	Purchase of Services	2,333,751	2,316,267	2,309,267	2,319,267	10,000
٨	Total II Funds	300 400	Materials and Supplies	23,976 24,938	33,588 15,466	28,588 12,966	33,588 15,466	5,000 2,500
	ui i uilus	500	Equipment Contributions, etc.	24,936 1,125	10,400	12,300	13,400	2,500
		800	Payments to Other Funds	1,120				
			Total	4,889,295	5,014,151	4,970,606	5,034,535	63,929

71-53B (Program Based Budgeting Version)

# **FISCAL 2019 OPERATING BUDGET**

**CITY OF PHILADELPHIA** 

# DEPARTMENTAL SUMMARY INCREASES AND DECREASES ALL FUNDS

FISCAL 2019 OPENATING	BODGET			LL FUNDS	<u>,                                     </u>	
Department PROCUREMENT						No. 38
Budget Comments	Class 100	Class 200	Class 300/400	Class 500	Other Classes	Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)
General Fund:						
DC#33 Pay Increase 3%	20,849					20,849
Restore Target Budget Reduction	21,748	7,000	5,000	2,500		36,248
	42,597	7,000	5,000	2,500		57,097
Water Fund:						
DC#33 Pay Increase 3%	3,832					3,832
Grants Revenue Fund:						
Anticipated Grant		3,000				3,000
Total All Funds	46,429	10,000	5,000	2,500		63,929
71-53C (Program Based Budgeting Version)						1

71-53C (Program Based Budgeting Version)

#### CITY OF PHILADELPHIA **DEPARTMENTAL SUMMARY** PERSONAL SERVICES **FISCAL 2019 OPERATING BUDGET** No. Department **PROCUREMENT** 38 Fiscal 2017 Fiscal 2018 Fiscal 2019 Increase Increase Line Actual Budgeted Estimated Increment Budgeted Department (Decrease) (Decrease) Actual No. Category **Positions** Obligations **Positions** Obligations Run -PPE **Positions** Request in Pos. Requirements 6/30/17 11/26/17 (Col. 9 less 6) (Col. 8 less 5) (5)(6)(7)(8) (9)(10)(11)A. Summary by Object Classification - All Funds Lump Sum 1,090 Full Time - Civilian 47 2,434,525 53 47 52 2,534,081 2,591,214 (1) 57,133 Bonus, Gross Adj. 3 PT, Temp/Seas, Bd, SCG 10,009 (10,009)4 40,528 40,000 Overtime - Civilian 40,000 5 Holiday Overtime - Civilian 29,362 35,695 35,000 (695)6 Shift/Stress H&L, IOD, LT-Sick 8 9 47 2,505,505 2,619,785 47 52 2,666,214 (1) 46,429 B. Summary of Uniformed Personnel Included in Above - All Funds Lump Sum Full Time - Uniform 3 Bonus, Gross Adj. PT, Temp/Seas, Bd, SCG 4 5 Overtime - Uniform 6 Unused Uniform Leave Shift/Stress H&L, IOD, LT-Sick 8 9 C. Summary by Object Classification - General Fund Lump Sum 1,090 Full Time - Civilian 45 2,349,211 51 45 50 2,498,121 (1) 2 2,445,110 53,011 Bonus, Gross Adj. 3 PT, Temp/Seas, Bd, SCG 9,970 (9,970)5 Overtime - Civilian 40,528 40,000 40,000 29,206 35,444 35,000 (444)6 Holiday Overtime - Civilian 7 Shift/Stress 8 H&L, IOD, LT-Sick 9 2,420,035 2,530,524 2,573,121 42,597 45 45 50 (1) D. Summary of Uniformed Personnel Included in Above - General Fund Lump Sum Full Time - Uniform Bonus, Gross Adj. 3 PT, Temp/Seas, Bd , SCG 4 5 Overtime - Uniform 6 Unused Uniform Leave Shift/Stress 7 H&L, IOD, LT-Sick 8 9 Total

71-53D (Program Based Budgeting Version)

# **FISCAL 2019 OPERATING BUDGET**

# **PROGRAM SUMMARY - ALL FUNDS**

Department	No.	Program	No.
Procurement	38	Public Works	02

### **Program Description**

Through this program, the City utilizes formal contracts for the procurement of its public works (construction) contracting for City-owned or leased facilities. This program also includes concessions contracts, which are public-private partnerships between the City and a business in order to generate revenue.

# **Program Objectives**

- Improve sourcing and marketing of bidding opportunities through partner organizations (Pennsylvania Public Purchasing Association, The Institute for Public Procurement, local Chambers).
- Increase vendor outreach to attract local, small, and diverse businesses through monthly vendor trainings.
- Develop strategic purchasing plans with client departments to improve competition on bids.
- Work with consultants (employees in other City departments) to improve the structure of bid/RFP documents to make them clearer.
- Engage staff to assess the organizational structure of responsibility for bid development and contract management.

Performance Measures							
	Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019			
Description	Year-End	Target	Year-to-Date	Target			
			12/31/17				
(1)	(2)	(3)	(4)	(5)			
Average number of days from bid initiation to award	83	75	96	75			
Average number of bidders per awarded contract(s)	4.0	5.0	4.2	5.0			
Comments: Competition has increased overall by approximately 12% from FY17.			_				
Percentage of contracts awarded to Local Business Entities (LBE)	75.7%	75.0%	77.4%	75.0%			
Percentage of Public Works contracts awarded to M/W/DSBEs	25.9%	35.0%	N/A	35.0%			

Comments: This is an annual measure, and it is tabulated at year-end. Contracts are conformed throughout the year, and the rate may vary across quarters, depending on the value of contracts conformed to date.

		Summ	ary by Fund			
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Fund	Fund	Actual	Original	Estimated	Proposed	or
No.		Obligations	Appropriations	Obligations	Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	487,894	481,476	462,937	422,903	(40,034)
	Total	487,894	481,476	462,937	422,903	(40,034)
	Sui	mmary of Full T	Time Positions b	y Fund		
Fund		Actual	Fiscal 2018	Increment Run	Fiscal 2019	Inc. / (Dec.)
No.	Fund	6/30/17	Budgeted	PPE 11/26/17	Budgeted	(Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	7	8	6	6	(2)
	Total F. II Time	7				(0)
	Total Full Time	/	8	6	6	(2)

71-53E (Program Based Budgeting Version)

FI	SCAL 2019 OPERATING	BUDGET	PROGRAM SUMMARY - ALL FUNDS (CONTINUED)				
Department		No.	Program			No.	
PROCUR		38	Public Works			02	
	Sele	cted Associated I	Non-Tax Revenu	es by Fund			
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase	
Fund	Fund	Actual	Original	Estimate	Proposed	or	
No.		Revenues	Budget		Budget	(Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	
			iated Capital Pro				
Dept.		Carry	Fiscal 2018	Fiscal 2018	Fiscal 2019	Fiscal 2019	
Where	Description	Forward	Original Approp.	Original Approp.	Proposed Budget	Proposed Bdgt	
Appropriated			(GO Only)	(All Other Sources)	(GO Only)	(All Other Sources)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	
		Selected Associ	iated Operating	Costs			
Dept.		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase	
Where	Description	Calculated	Calculated	Calculated	Calculated	or	
Appropriated		Obligations	Appropriations	Obligations	Budget	(Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	
Finance	Employee Benefits - Civilian	165,918	163,788	154,968	139,632	(15,336)	

Finance Employee Benefits - Uniform
71-53E (Program Based Budgeting Version)

	CITY OF PHILADELPH	IIA	PROGRAM SUMMARY					
F	ISCAL 2019 OPERATING I	BUDGET						
Departmen	nt	No.	Program			No.		
	UREMENT	38	PUBLIC WORKS			02		
Fund		No.						
GENER	RAL	01	mary by Class					
			mary by Class	Fig. 1 0040	Fig 1 0040	la sus sas		
01	Description	Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase		
Class	Description	Actual	Original	Estimated	Proposed	or		
(4)	(0)	Obligations	Appropriations	Obligations	Budget	(Decrease)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)		
100	Employee Compensation	000 547	075 000	055 404	200.057	(05.474)		
a)	Personal Services	380,547	375,660	355,431	320,257	(35,174)		
b)	Employee Benefits	105.001	100 100	100 100	27.000	(4.000)		
200	Purchase of Services	105,294	100,496	102,186	97,326	(4,860)		
300	Materials and Supplies	2,053	3,000	3,000	3,000			
400	Equipment		2,320	2,320	2,320			
500	Contributions, Indemnities and Taxes							
700	Debt Service							
800	Payments to Other Funds							
900	Advances and Misc. Payments							
	Total	487,894	481,476	462,937	422,903	(40,034)		
			ary of Positions					
		Actual	Fiscal 2018	Increment	Fiscal 2019	Increase		
		Positions	Budgeted	Run	Budgeted	or		
Code	Category	6/30/17	Positions	PPE 11/26/17	Positions	(Decrease)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)		
101	Full Time - Civilian	7	8	6	6	(2)		
105	Full Time - Uniform							
	Total	7	8	6	6	(2)		
	Sele	cted Associated	l Non-Tax Rever					
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase		
	Description	Actual	Original	Estimate	Proposed	or		
		Revenues	Budget		Budget	(Decrease)		
	(1)	(2)	(3)	(4)	(5)	(6)		
Local								
Federal								
State								
Other Go	vernments							
Other Fur	nds							

Other Funds
71-53F (Program Based Budgeting Version)

#### **CITY OF PHILADELPHIA SCHEDULE 100 LIST OF POSITIONS FISCAL 2019 OPERATING BUDGET BY PROGRAM** Department No. No. **PROCUREMENT** 38 **PUBLIC WORKS** 02 No. **GENERAL** 01 Fiscal Fiscal Fiscal Increase 2019 Salary 2017 2018 Increment Annual (Decrease) Line Class Title Range Actual Pos. Budgeted Run - PPE Budgeted Salary (Col. 8 Code (in dollars) 6/30/17 Positions 11/26/17 Positions 7/1/18 less Col. 6) No. (1) (2) (3) (5) (6) (7) (8) (9) (10)\$37,394 1B10 34,244-44,026 Account Clerk 2 2L04 Administrative/Technical Trainee 34,244-44,026 (1) 3 D250 Dep. Comm./Director PW & Special Services 90,000 1 \$90,000 4 2L03 Management Trainee 35,099-45,126 (1) 5 37,764-48,548 \$89,009 2E02 Procurement Technician 1 2 2 1 \$114,644 6 48,116-61,866 2E03 Procurement Technician 2 1 1 7 2E14 Procurement Technician Supervisor 62,578 - 80,475 (1) 8 1A18 Secretary 34,420-37,412 (1) Total: 8 6 6 331,047 (2)

71-53I (Program Based Budgeting Version)

	CITY OF PHILADELPHIA FISCAL 2019 OPERATING BUDGET			Г	SCHEDULE 100 LIST OF POSITIONS BY PROGRAM						
Departr	nent				No.	Program					No.
	CURE	MENT			38	PUBLIC W	VORKS				02
Fund	GENERAL			No. 01							
GEREINE				] J.	Fiscal	Fiscal	I	Fiscal		Inc.	
Line No. (1)	Class Code (2)	Title			Salary Range (in dollars) (4)	2017 Actual Pos. 6/30/17 (5)	2018 Budgeted Positions (6)	Increment Run -PPE 11/26/17 (7)	2019 Budgeted Positions (8)	Annual Salary 7/1/18 (9)	(Dec.) (Col. 8 less Col. 6) (10)
		TOTAL FULL TIME EMPLOYEES OVERTIME				7	8	6	6	\$331,047 \$5,000	(2)
I otal G		quirements Plus: Earned Increment				7	8	6	6	336,047	(2)
		Plus: Longevity								4,158 52	
		Less: (Vacancy Allowance)								(20,000)	
		Less. (vacancy Allowance)	Total Bu	udget Request						320,257	
			. 3.0. 50		ary of Personal	Services				,	
			Fisca	al 2017	T T	iscal 2018		Fisca	al 2019	Inc. / (Dec.)	Inc. / (Dec.)
Line			Actual	Actual	Budgeted	Estimated	Increment	Budgeted	Department	in Require.	in Bud. Pos.
No.		Category	Positions	Obligations	Positions	Obligations	Run -PPE	Positions	Request	(Col. 9	(Col. 8
			6/30/17				11/26/17			less Col. 6)	less Col. 5)
(1)		(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	Lump S					2.2			A.=	/== - : :	
		ne - Civilian	7	376,197	8	345,269	6	6	315,257	(30,012)	(2)
3		ne - Uniform				F 100				(F.100)	
		Gross Adj.	-			5,162				(5,162)	
5 6		mp/Seas, Bd, SCG ne - Civilian		4 250		5 000			5 000		
7		ne - Uniform	-	4,350		5,000			5,000		
8		Overtime - Civilian									
9		Uniform Leave	1								
10	Shift/St										
11		DD, LT-Sick									
12	, 10	, 0.000									
		Total	7	380,547	8	355,431	6	6	320,257	(35,174)	(2)
71-53.1	(Droars	am Based Budgeting Version)		550,017		550, 101	Ů	Ū	320,207	(30,174)	(2)

Total
71-53J (Program Based Budgeting Version)

#### **CITY OF PHILADELPHIA SCHEDULE 200 PURCHASE OF SERVICES FISCAL 2019 OPERATING BUDGET** BY PROGRAM Department No. Program **PROCUREMENT PUBLIC WORKS** 02 38 Nο. **GENERAL** 01 Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Estimated Description Original Departmental Code Actual or Obligations Appropriations Obligations Request (Decrease) (1) (2) (4) (6) (7) Schedule 200 - Purchase of Services Cleaning & Laundering 201 202 Janitorial Services 205 Refuse, Garbage, Silt and Sludge Removal 209 Telephone & Communication 210 Postal Services 211 Transportation 215 Licenses, Permits & Inspection Charges 216 Commercial off the Shelf Software Licenses 220 Electric Current Gas Services 221 222 Steam for Heating 230 Meals (non-travel) & Official Entertaining 231 Overtime Meals 240 Advertising & Promotional Activities 87,815 87,876 87,876 87,876 1,502 4,150 250 4,150 3,900 250 Professional Services 13,760 15,050 8,170 5,000 (8,760)251 Professional Svcs. - Information Technology 252 Accounting & Auditing Services 253 Legal Services Mental Health & Intellectual Disability Services 254 255 Seminar & Training Sessions 256 257 Architectural & Engineering Services Court Reporters 927 300 300 300 258 259 Arbitration Fees 260 Repair & Maintenance Charges 261 Repaving, Repairing & Resurfacing Streets Demolition of Buildings 262 264 Abatement of Nuisances 265 Rehabilitation of Property Maint. & Support - Comp. Hardware & Software 266 275 Juror Fees 276 Juror Expenses 277 Witness Fees 280 Insurance & Official Bonds 282 Lease Purchase - Computer Systems 283 Lease Purchase - Vehicles 284 Ground & Building Rental 285 Rents - Other 286 Rental of Parking Spaces 290 Payments for Care of Individuals 295 Imprest Advances Payments for Burials & Graves 298 299 Other Expenses (not otherwise classified)

105,294

71-53K (Program Based Budgeting Version)

Total

Section 25

102,186

97,326

(4,860)

100,496

# CITY OF PHILADELPHIA SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM

	<b>FISCAL 2019 OPERATING B</b>	UDGET	BY PROGRAM			
Departr	nent	No.	Program			No.
PRO	CUREMENT	38	PUBLIC WORKS			02
Fund		No.				
GEN	IERAL	01				
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Code	Description	Actual	Original	Estimated	Departmental	or
	·	Obligations	Appropriations	Obligations	Request	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
		Schedule 300 - I	Materials & Supp	olies		
301	Agricultural & Botanical					
302	Animal, Livestock & Marine					
303	Bakeshop, Dining Room & Kitchen					
304	Books & Other Publications					
305	Building & Construction					
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel					
309	Cordage & Fibers					
310	Electrical & Communication					
311	General Equipment & Machinery					
312	Fire Fighting & Safety					
313	Food					
314	Fuel - Heating & Cooling General Hardware & Minor Tools					
317	Hospital & Laboratory					
318	·					
320	Janitorial, Laundry & Household Office Materials & Supplies	2,053	3,000	2,931	3,000	69
322	Small Power Tools & Hand Tools	2,033	3,000	2,901	3,000	03
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists					
325	Printing			69		(69)
326	Recreational & Educational					(00)
328	Vehicle Parts & Accessories					
335	Lubricants					
340	#2 Diesel Fuel					
341	Compressed Natural Gas (CNG)					
342	Liquid Propane Gas (LPG)					
345	Gasoline					
399	Other Materials & Supplies (not otherwise classified)					
300	Materials & Supplies					
	Total	2,053	3,000	3,000	3,000	
		Schedule 4	00 - Equipment			
405	Construction, Dredging & Conveying					
410	Electrical, Lighting & Communications					
411	General Equipment & Machinery					
412	Fire Fighting & Emergency					
417	Hospital & Laboratory					
420	Office Equipment		2,020	2,020	2,020	
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists					
426	Recreational & Educational					
427	Computer Equipment & Peripherals					
428	Vehicles					
430	Furniture & Furnishings		300	300	300	
499	Other Equipment (not otherwise classified)					
	T 1.1		0.000	0.000	0.000	
	Total (Program Based Budgeting Version)		2,320	2,320	2,320	

71-53L (Program Based Budgeting Version)

#### **SUPPORTING DETAIL: CITY OF PHILADELPHIA** PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM **FISCAL 2019 OPERATING BUDGET** Department No. **PUBLIC WORKS PROCUREMENT** 38 02 No. **GENERAL** 01 Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Actual Original Estimated Department or Class Obligations Appropriation Obligations Request Description (Decrease) (1) (3) (4) (5) (6) (7) 12,620 14,310 250s Professional Services (250-254, 257-259) 17,479 9,450 (4,860)290 Payments for Care of Individuals Minor Name of Contractor Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Describe purpose or scope of Object or Provider Actual Original Estimated Department service provided. Include, if Code Obligations Appropriation Obligations Request applicable, unit cost of service. 250 ABSO/STERLING INFOSYSTEMS, INC. 408 250 250 250 Employee Background Checks US FACILITIES INC. 3,900 Building Maintenance/Support 250 1,094 3,900 251 MODIS 15,050 8,170 13,760 5,000 IT Consulting 258 MISCELLANEOUS 927 300 300 300 Miscellaneous Court Reporters 17,479 12,620 14,310 9,450

71-53N (Program Based Budgeting Version)

# **SUPPORTING DETAIL: CITY OF PHILADELPHIA CLASSES OTHER THAN FISCAL 2019 OPERATING BUDGET** 250s AND 290, BY PROGRAM Department Program **PROCUREMENT PUBLIC WORKS** 02 38 No. **GENERAL** 01 Name of Contractor Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Describe purpose or scope of Object Actual Estimated Department or Provider Original service provided. Include, if Appropriation Code Obligations Obligations Request applicable, unit cost of service. 240 Various Vendors 87,815 87,876 87,876 87,876 Citywide Advertising

71-530 (Program Based Budgeting Version)

# **FISCAL 2019 OPERATING BUDGET**

# **PROGRAM SUMMARY - ALL FUNDS**

Department	No.	Program	No.
Procurement	38	Inventory Disposal/Control	03

# **Program Description**

This program tracks assets from the purchase, ownership, and disposal lifecycle, and includes random inspections to ensure vendors' compliance with contracts.

# **Program Objectives**

- Increase revenue from surplus disposal.
- Measure savings related to storage and disposal cost avoidance.
- Implement a new inventory management system.

Performance Measures							
	Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019			
Description	Year-End	Target	Year-to-Date	Target			
			12/31/17				
(1)	(2)	(3)	(4)	(5)			
Total revenues earned across the program	\$1,034,849	\$1,235,000	\$962,864	\$1,235,000			

<u>Comments:</u> This is dependent on the vehicle replacement cycle. Revenues from vehicle sales are included within the Office of Fleet Management. Procurement expects to meet or exceed its annual projection.

		Summ	ary by Fund			
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Fund	Fund	Actual	Original	Estimated	Proposed	or
No.		Obligations	Appropriations	Obligations	Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	267,793	254,637	267,726	302,379	34,653
	Total	267,793	254,637	267,726	302,379	34,653
	Sui	nmary of Full 1	Time Positions b	y Fund		
Fund		Actual	Fiscal 2018	Increment Run	Fiscal 2019	Inc. / (Dec.)
No.	Fund	6/30/17	Budgeted	PPE 11/26/17	Budgeted	(Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	4	6	5	6	
	Total Full Time	4	6	5	6	

71-53E (Program Based Budgeting Version)

F	ISCAL 2019 OPERATING BI	JDGET	PROC	GRAM SUMM (CONTI		RY - ALL FUNDS IUED)		
Department		No.	Program			No.		
PROCUR	EMENT	38	INVENTORY CON	ITROL/DISPOSAL		03		
	Selecte	ed Associated I	Von-Tax Revenu	es by Fund				
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase		
Fund	Fund	Actual	Original	Estimate	Proposed	or		
No.		Revenues	Budget		Budget	(Decrease)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)		
01	General	317,441	240,000	240,000	240,000			
02	Water	11,441	100,000	100,000	100,000			
08	Grants Revenue				3,000	3,000		
	5	Selected Associ	iated Capital Pro	jects				
Dept.		Carry	Fiscal 2018	Fiscal 2018	Fiscal 2019	Fiscal 2019		
Where	Description	Forward	Original Approp.	Original Approp.	Proposed Budget	Proposed Bdgt		
Appropriated	·		(GO Only)	(All Other Sources)	(GO Only)	(All Other Sources)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)		
-								
		Colorated Association	atad Onavatina	Operato				
David	<u>\$</u>	1	ated Operating		Fig. at 0040			
Dept.	Description	Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase		
Where	Description	Calculated	Calculated	Calculated	Calculated	or (Decrees)		
Appropriated	(2)	Obligations	Appropriations	Obligations (5)	Budget (6)	(Decrease)		
(1) Finance	(2) Employee Benefits - Civilian	(3)	(4) 109,192	112,418	126,358	(7) 13,940		
Finance	Employee Benefits - Uniform	114,599	103,132	112,410	120,000	13,540		
i ilialice	Employee Denema - Official	l						

71-53E (Program Based Budgeting Version)

**CITY OF PHILADELPHIA** 

	CITY OF PHILADELPH	IIA		PROGRAM	SUMMARY	
F	ISCAL 2019 OPERATING I	BUDGET				
Departmen	nt	No.	Program			No.
PROCI	UREMENT	38	INVENTORY DISF	POSAL/CONTROL		03
Fund		No.				
GENER	RAL	01				
	T		nary by Class	F: 10010	E: 10010	
01	<b>D</b>	Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Class	Description	Actual	Original	Estimated	Proposed	or
(4)		Obligations	Appropriations	Obligations	Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation	202.222	050.440	057.000	202 242	04.070
a)	Personal Services	262,382	250,440	257,839	289,812	31,973
b)	Employee Benefits					
200	Purchase of Services	1,264	650	6,340	9,020	2,680
300	Materials and Supplies	1,598	2,000	2,000	2,000	
400	Equipment	2,549	1,547	1,547	1,547	
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
	Total	267,793	254,637	267,726	302,379	34,653
		Summa	ary of Positions			
		Actual	Fiscal 2018	Increment	Fiscal 2019	Increase
		Positions	Budgeted	Run	Budgeted	or
Code	Category	6/30/17	Positions	PPE 11/26/17	Positions	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	4	6	5	6	
105	Full Time - Uniform					
	Total	4	6	5	6	
	Sele	cted Associated				
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
	Description	Actual	Original	Estimate	Proposed	or
		Revenues	Budget		Budget	(Decrease)
	(1)	(2)	(3)	(4)	(5)	(6)
Local		317,441	240,000	240,000	240,000	
Federal						
State						
Other Go	vernments					
Other Fur	nds					

Other Funds
71-53F (Program Based Budgeting Version)

#### **CITY OF PHILADELPHIA SCHEDULE 100 LIST OF POSITIONS FISCAL 2019 OPERATING BUDGET BY PROGRAM** Department No. No. **PROCUREMENT** 38 INVENTORY DISPOSAL/CONTROL 03 No. GENERAL 01 Fiscal Fiscal Fiscal Increase Salary 2019 2017 2018 Increment Annual (Decrease) Line Class Title Range Actual Pos. Budgeted Run -PPE Budgeted Salary (Col. 8 No. Code (in dollars) 6/30/17 Positions 11/26/17 Positions 7/1/18 less Col. 6) (1) (2) (3) (5) (6) (7) (8) (9) (10)1A11 Clerk Typist 1 29,309-31,298 \$30,042 2 Procurement Special Services Officer 43,795-48,181 4 3 \$195,228 2E23 3 3 49,321-63,412 \$64,037 2E10 Procurement Special Services Supervisor Total: 4 6 5 289,307

71-53I (Program Based Budgeting Version)

		CITY OF PHIL FISCAL 2019 OPER			Г			ST OF F	ULE 100 POSITIOI OGRAM		
Departr	nent				No.	Program					No.
		EMENT			38	Ŭ	BV DISPOS	SAL/CONTR	ıOI		03
Fund	700112	- IVILIA I			No.	IIIVEIIIO	111 5101 00	J/ (L/ OOI 1111			00
GEN	NERAL				01						
					l	Fiscal	Fiscal		Fiscal		Inc.
					Salary	2017	2018	Increment	2019	Annual	(Dec.)
Line	Class	Title			Range	Actual Pos.	Budgeted	Run -PPE	Budgeted	Salary	(Col. 8
No.	Code				(in dollars)	6/30/17	Positions	11/26/17	Positions	7/1/18	less Col. 6)
(1)	(2)	(3)			(4)	(5)	(6)	(7)	(8)	(9)	(10)
		TOTAL FULL TIME EMPLOYEES				4	6	5	6	\$289,307	
		OVERTIME								\$20,000	
Total G	ross Re	quirements				4	6	5	6	309,307	
		Plus: Earned Increment								505	
		Plus: Longevity									
		Less: (Vacancy Allowance)								(20,000)	
			Total Bu	idget Request						289,812	
				Summa	ry of Personal	Services					
			Fisca	al 2017		iscal 2018			al 2019	Inc. / (Dec.)	` '
Line			Actual	Actual	Budgeted	Estimated	Increment	Budgeted	Department	in Require.	in Bud. Pos.
No.		Category	Positions	Obligations	Positions	Obligations	Run -PPE	Positions	Request	(Col. 9	(Col. 8
			6/30/17				11/26/17			less Col. 6)	less Col. 5)
(1)		(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	Lump S			756							
		ne - Civilian	4	245,470	6	237,839	5	6	269,812	31,973	
-		ne - Uniform									
		Gross Adj.									
		mp/Seas, Bd, SCG									
		ne - Civilian		16,156		20,000			20,000		
7	Overtim	ne - Uniform									
8	Holiday	Overtime - Civilian									
9	Unused	Uniform Leave									
10	Shift/St	ress									
11	H&L, IC	DD, LT-Sick									
12											
		Total	4	262,382	6	257,839	5	6	289,812	31,973	
71-53.1	(Progra	am Based Budgeting Version)									

Total
71-53J (Program Based Budgeting Version)

#### **CITY OF PHILADELPHIA SCHEDULE 200 PURCHASE OF SERVICES FISCAL 2019 OPERATING BUDGET** BY PROGRAM Department No. Program INVENTORY DISPOSAL/CONTROL **PROCUREMENT** 03 38 Nο. **GENERAL** 01 Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Description Estimated Departmental Code Actual Original or Obligations Appropriations Obligations Request (Decrease) (1) (2) (6) (7) Schedule 200 - Purchase of Services Cleaning & Laundering 201 202 Janitorial Services 170 420 420 205 Refuse, Garbage, Silt and Sludge Removal 209 Telephone & Communication 210 Postal Services 211 Transportation 215 Licenses, Permits & Inspection Charges 216 Commercial off the Shelf Software Licenses 220 Electric Current Gas Services 221 222 Steam for Heating 230 Meals (non-travel) & Official Entertaining 231 Overtime Meals 240 Advertising & Promotional Activities 1,094 250 Professional Services 650 480 3,600 3,120 5,440 5,000 (440) Professional Svcs. - Information Technology 251 252 Accounting & Auditing Services 253 Legal Services Mental Health & Intellectual Disability Services 254 255 256 Seminar & Training Sessions 257 Architectural & Engineering Services Court Reporters 258 259 Arbitration Fees 260 Repair & Maintenance Charges 261 Repaving, Repairing & Resurfacing Streets Demolition of Buildings 262 264 Abatement of Nuisances 265 Rehabilitation of Property Maint. & Support - Comp. Hardware & Software 266 275 Juror Fees 276 Juror Expenses 277 Witness Fees 280 Insurance & Official Bonds 282 Lease Purchase - Computer Systems 283 Lease Purchase - Vehicles 284 Ground & Building Rental 285 Rents - Other 286 Rental of Parking Spaces 290 Payments for Care of Individuals 295 Imprest Advances Payments for Burials & Graves 298 299 Other Expenses (not otherwise classified)

1,264

71-53K (Program Based Budgeting Version)

Total

Section 25 20

6,340

9,020

2,680

650

# CITY OF PHILADELPHIA SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM

	<b>FISCAL 2019 OPERATING B</b>	UDGET	BY PROGRAM			
Departr	nent	No.	Program			No.
PRC	CUREMENT	38	INVENTORY DISF	POSAL/CONTROL		03
und		No.			<u></u>	
GEN	IERAL	01				
Code	Description	Fiscal 2017 Actual	Fiscal 2018 Original	Fiscal 2018 Estimated	Fiscal 2019 Departmental	Increase or (Decrease)
(1)	(2)	Obligations (3)	Appropriations (4)	Obligations (5)	Request (6)	(Decrease) (7)
(.,	(-)	Schedule 300 - I	Materials & Supp	olies	(5)	(,)
301	Agricultural & Botanical					
302	Animal, Livestock & Marine					
303	Bakeshop, Dining Room & Kitchen					
304	Books & Other Publications					
305	Building & Construction					
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel					
309	Cordage & Fibers					
310	Electrical & Communication					
311	General Equipment & Machinery					
312	Fire Fighting & Safety					
313	Food					
314	Fuel - Heating & Cooling					
316	General Hardware & Minor Tools					
317	Hospital & Laboratory					
318	Janitorial, Laundry & Household					
320	Office Materials & Supplies	1,598	2,000	2,000	2,000	
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists					
325	Printing					
326	Recreational & Educational					
328	Vehicle Parts & Accessories					
335	Lubricants					
340	#2 Diesel Fuel					
341	Compressed Natural Gas (CNG)					
342	Liquid Propane Gas (LPG)					
345	Gasoline					
399	Other Materials & Supplies (not otherwise classified)					
300	Materials & Supplies					
	Total	1,598	2,000	2,000	2,000	
		Schedule 4	00 - Equipment			
405	Construction, Dredging & Conveying	ļ				
410	Electrical, Lighting & Communications					
411	General Equipment & Machinery					
412	Fire Fighting & Emergency	ļ				
417	Hospital & Laboratory					
420	Office Equipment	1,660	1,347	1,347	1,347	
423	Plumbing, AC & Space Heating	ļ				
424	Precision, Photographic & Artists					
426	Recreational & Educational	ļ				
427	Computer Equipment & Peripherals					
428	Vehicles					
430	Furniture & Furnishings	889	200	200	200	
499	Other Equipment (not otherwise classified)	ļ				
	Total (Program Based Budgeting Version)	2,549	1,547	1,547	1,547	

71-53L (Program Based Budgeting Version)

#### **SUPPORTING DETAIL: CITY OF PHILADELPHIA** PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM **FISCAL 2019 OPERATING BUDGET** Department No. **PROCUREMENT** 38 INVENTORY DISPOSAL/CONTROL 03 No. **GENERAL** 01 Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Actual Original Estimated Department or Class Obligations Appropriation Obligations Request Description (Decrease) (1) (3) (4) (5) (6) (7) 5,920 2,680 250s Professional Services (250-254, 257-259) 1,094 650 8,600 290 Payments for Care of Individuals Minor Name of Contractor Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Describe purpose or scope of Object or Provider Actual Original Estimated Department service provided. Include, if Code Obligations Appropriation Obligations Request applicable, unit cost of service. 3,600 Building Maintenance/Support 250 US FACILITIES INC. 1,094 650 MODIS 5,000 IT Consulting 251 5,440 250 MISCELLANEOUS 480 Miscellaneous 1,094 650 5,920 8,600

71-53N (Program Based Budgeting Version)

F	CITY OF PHILADELPH		PROGRAM SUMMARY				
Departmen		No.	Program			No.	
PROCI	UREMENT	38	INVENTORY CON	TROL/DISPOSAL		03	
und		No.					
WATE	R	02					
			mary by Class				
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase	
Class	Description	Actual	Original	Estimated	Proposed	or	
		Obligations	Appropriations	Obligations	Budget	(Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	
100	Employee Compensation						
a)	Personal Services						
b)	Employee Benefits						
200	Purchase of Services						
300	Materials and Supplies						
400	Equipment						
500	Contributions, Indemnities and Taxes						
700	Debt Service						
800	Payments to Other Funds						
900	Advances and Misc. Payments						
	Total						
		Summa	ary of Positions				
		Actual	Fiscal 2018	Increment	Fiscal 2019	Increase	
		Positions	Budgeted	Run	Budgeted	or	
Code	Category	6/30/17	Positions	PPE 11/26/17	Positions	(Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	
101	Full Time - Civilian						
105	Full Time - Uniform						
	Total						
	Sele	ected Associated	l Non-Tax Reven				
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase	
	Description	Actual	Original	Estimate	Proposed	or	
		Revenues	Budget		Budget	(Decrease)	
	(1)	(2)	(3)	(4)	(5)	(6)	
ocal		11,441	100,000	100,000	100,000		
ederal							
State							
	vernments						
Other Fur	nds rogram Based Budgeting Version)						

	IILADELPHIA	DIVISION SUM	IMARY
FISCAL 2019 OPI	ERATING BUDGET		
Department	No.	Division	No.
Procurement	38	Inventory Disposal/Control	03
Fund	No.		
Grants Revenue	08		
	Ma	jor Objectives	

To Support City Craigslist.

		Sum	mary by Class			
Class	Description	Fiscal 2017 Actual	Fiscal 2018 Original	Fiscal 2018 Estimated	Fiscal 2019 Proposed	Increase or
(1)	(2)	Obligations (3)	Appropriations (4)	Obligations (5)	Budget (6)	(Decrease) (7)
100	Employee Compensation			( )	( /	. ,
a)	Personal Services					
b)	Employee Benefits					
200	Purchase of Services				3,000	3,000
300	Materials and Supplies					
400	Equipment					
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
	Total				3,000	3,000
		Summ	ary of Positions			
Code (1) 101 105	Category (2) Full Time - Civilian Full Time - Uniform	Actual Positions 6/30/17 (3)	Fiscal 2018 Budgeted Positions (4)	Increment Run PPE 11/26/17 (5)	Fiscal 2019 Budgeted Positions (6)	Increase (Decrease) Col. 6 less Col. 4 (7)
	Total					
71-53F	. 3.00	l	ı			

#### CITY OF PHILADELPHIA **GRANT INFORMATION SUMMARY FISCAL 2019 OPERATING BUDGET** WITHIN PROGRAM Department No. Program Procurement 38 Inventory Disposal/Control 03 Fund No. Grants Revenue 08 Funding Sources Grant Title Grant Number Index Code TBD City Craigslist TBD Federal State Award Period Type of Grant Other Govt. 7/1/18-6/30/19 Advance / Mayor's Fund for Philadelphia X Local (Non-Govt.) Grant Objective To support City Craigslist Summary by Class Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Class Description Actual Original Estimated Department Obligations Appropriations Obligations Request (Decrease) (1) (3) (4) (5) (6) 100 a) Personal Services 100 b) Employee Benefits - Total Class 186 - Flex Cash Pmts. Class 187 - Worker's Comp. - Disability Class 188 - Worker's Comp. - Medical Class 189 - Medicare Tax Class 190 - Pension Obligation Bonds Class 191 - Pension Contributions Class 192 - FICA Class 193 - Health / Medical Class 194 - Group Life Class 195 - Group Legal 3,000 3,000 200 Purchase of Services 300 Materials and Supplies 400 Equipment 500 Contributions, Indemnities and Taxes Payments to Other Funds 800 900 Advances and Misc. Payments Total 3,000 3,000 Summary by Funding Source Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Code Category Actual Original Estimated Department Revenue Budget Revenue Request (Decrease) (5) (1) (2) (3) (4) (6) (7) 100 Federal 200 State 300 Other Governments 400 Local (Non-Governmental) 3,000 3,000 3,000 3,000 Total Summary of Positions

Fiscal 2018

Budgeted Pos.

(4)

Actual Pos. 6/30/17

(3)

71-53P (Program Based Budgeting Version)

Full Time - Civilian

Full Time - Uniform

Category

(2)

Code

(1)

101

105

Section 25 25

Incr. Run

PPE 11/26/17

(5)

Fiscal 2019

Budgeted Pos.

(6)

Inc. / (Dec.)

(Col. 6 less Col. 4)

(7)

# **FISCAL 2019 OPERATING BUDGET**

# **PROGRAM SUMMARY - ALL FUNDS**

Department	No.	Program	No.
Procurement	38	Vendor Engagement	04

# **Program Description**

This program includes customer service and vendor outreach initiatives, including marketing City procurement contract opportunities and programs, answering questions from vendors and City employees, and registering vendors in PHLContracts, which is the City's new eProcurement system.

# **Program Objectives**

- Increase the number of suppliers registered in PHLContracts.
- Increase and develop training opportunities for external and internal stakeholders.
- Improve marketing strategy for contacting local and diverse vendors.

Performance Measures							
	Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019			
Description	Year-End	Target	Year-to-Date	Target			
			12/31/17				
(1)	(2)	(3)	(4)	(5)			
Percent of external survey respondents that rate customer service							
as Satisfactory or better	N/A	98.0%	N/A	98.0%			

<u>Comments:</u> As a result of the PHLContracts project, Procurement did not issue surveys in FY17. Procurement is restarting its surveys in FY18. Survey redesign is in progress to promote responses.

		Summa	ary by Fund			
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Fund	Fund	Actual	Original	Estimated	Proposed	or
No.		Obligations	Appropriations	Obligations	Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	199,481	218,307	217,923	225,729	7,806
	Total	199,481	218,307	217,923	225,729	7,806
	Sui	mmary of Full 1	ime Positions b	y Fund		
Fund		Actual	Fiscal 2018	Increment Run	Fiscal 2019	Inc. / (Dec.)
No.	Fund	6/30/17	Budgeted	PPE 11/26/17	Budgeted	(Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	4	4	4	4	
	Takal Full Time					
	Total Full Time	4	4	4	4	

71-53E (Program Based Budgeting Version)

FI	ISCAL 2019 OPERATING B	BUDGET	PROC	GRAM SUMM (CONTI	ARY - ALL FU NUED)	INDS
Department		No.	Program			No.
PROCUR		38	Vendor Engagement			04
	Selec	ted Associated I	Non-Tax Revenu	es by Fund		
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Fund	Fund	Actual	Original	Estimate	Proposed	or
No.		Revenues	Budget		Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
			iated Capital Pro		Fi. 100/0	Ti. 12010
Dept.		Carry	Fiscal 2018	Fiscal 2018	Fiscal 2019	Fiscal 2019
Where	Description	Forward	Original Approp.	Original Approp.	Proposed Budget	Proposed Bdgt
Appropriated			(GO Only)	(All Other Sources)	(GO Only)	(All Other Sources)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
			ated Operating			
Dept.		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Where	Description	Calculated	Calculated	Calculated	Calculated	or
Appropriated		Obligations	Appropriations	Obligations	Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Finance	Employee Benefits - Civilian	82,959	87,353	91,341	91,518	177
Finance	Employee Benefits - Uniform					

<sup>71-53</sup>E (Program Based Budgeting Version)

F	CITY OF PHILADELPH		PROGRAM SUMMARY			
Departmer	nt	No.	Program			No.
PROC	UREMENT	38	VENDOR ENGAGI	EMENT		04
Fund		No.				
GENE	RAL	01				
			nary by Class			
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Class	Description	Actual	Original	Estimated	Proposed	or
		Obligations	Appropriations	Obligations	Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	190,273	200,352	209,498	209,904	406
b)	Employee Benefits					
200	Purchase of Services	5,484	4,530		2,400	2,400
300	Materials and Supplies	3,724	12,188	7,188	12,188	5,000
400	Equipment		1,237	1,237	1,237	
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
	Total	199,481	218,307	217,923	225,729	7,806
		Summa	ary of Positions			
		Actual	Fiscal 2018	Increment	Fiscal 2019	Increase
		Positions	Budgeted	Run	Budgeted	or
Code	Category	6/30/17	Positions	PPE 11/26/17	Positions	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	4	4	4	4	
105	Full Time - Uniform					
	Total	4	4	4	4	
	Sele	cted Associated	Non-Tax Reven	ues by Type		
_		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
	Description	Actual	Original	Estimate	Proposed	or
		Revenues	Budget		Budget	(Decrease)
	(1)	(2)	(3)	(4)	(5)	(6)
₋ocal						
ederal						
State						
Other Go	vernments					
Other Fu	nds					

#### **CITY OF PHILADELPHIA SCHEDULE 100 LIST OF POSITIONS FISCAL 2019 OPERATING BUDGET BY PROGRAM** Department No. No. **PROCUREMENT** 38 **VENDOR ENGAGEMENT** 04 No. GENERAL 01 Fiscal Fiscal Fiscal Increase Salary 2018 2019 2017 Increment Annual (Decrease) Line Class Title Range Actual Pos. Budgeted Run -PPE Budgeted Salary (Col. 8 No. Code (in dollars) 6/30/17 Positions 11/26/17 Positions 7/1/18 less Col. 6) (1) (2) (3) (5) (6) (7) (8) (9) (10)1A22 39,715-43,447 \$45,558 Clerical Supervisor 2 2 D250 \$85,000 Deputy Commissioner/Dir of Admin & Mgmt. 85,000 1 3 34,420-37,412 2 2 2 \$79,346 1A37 Service Representative Total: 4 4 4 \$209,904

71-53I (Program Based Budgeting Version)

CITY OF PHILADELPHIA						SCHEDULE 100					
		FISCAL 2019 OPER	Т	LIST OF POSITIONS BY PROGRAM							
Departi	ment	TIOCAL ZOTO OT LIT	No.	Program				No.			
1 '	PROCUREMENT				38	VENDOR ENGAGEMENT					04
Fund					No.						
GEI	NERAL				01						
						Fiscal	Fiscal		Fiscal		Inc.
Lina	Class	T:41.			Salary	2017	2018	Increment Run -PPE	2019	Annual	(Dec.)
Line No.	Class Code	Title			Range (in dollars)	Actual Pos. 6/30/17	Budgeted Positions	11/26/17	Budgeted Positions	Salary 7/1/18	(Col. 8 less Col. 6)
(1)	(2)	(3)			(4)	(5)	(6)	(7)	(8)	(9)	(10)
		TOTAL FULL TIME EMPLOYEES			I	4	4	4	4	\$209,904	
Total G		quirements				4	4	4	4	209,904	
		Plus: Earned Increment									
		Plus: Longevity									
		Less: (Vacancy Allowance)	Tatal D	almat Daminast						000 004	
			ı otai Bi	udget Request	ary of Personal	Services				209,904	
			Fisca	al 2017	1	iscal 2018		Fisca	al 2019	Inc. / (Dec.)	Inc. / (Dec.)
Line			Actual	Actual	Budgeted	Estimated	Increment	Budgeted	Department	in Require.	in Bud. Pos.
No.		Category	Positions	Obligations	Positions	Obligations	Run -PPE	Positions	Request	(Col. 9	(Col. 8
			6/30/17		1		11/26/17			less Col. 6)	less Col. 5)
(1)		(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
	Lump S										
		ne - Civilian	4	190,273	4	209,306	4	4	209,904	598	
		ne - Uniform									
		Gross Adj. np/Seas, Bd, SCG			-						
		ne - Civilian	1			192				(192)	
		ne - Uniform	1			192				(132)	
		Overtime - Civilian	1								
		Uniform Leave									
	Shift/St		1								
		DD, LT-Sick									
12											
	-	Total	4	190,273	4	209,498	4	4	209,904	406	
71-53.1	(Progra	m Based Budgeting Version)									

Total
71-53J (Program Based Budgeting Version)

#### **CITY OF PHILADELPHIA SCHEDULE 200 PURCHASE OF SERVICES FISCAL 2019 OPERATING BUDGET** BY PROGRAM Department No. Program **PROCUREMENT VENDOR ENGAGEMENT** 38 04 Nο. **GENERAL** 01 Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Description Original Estimated Departmental Code Actual or Obligations Appropriations Obligations Request (Decrease) (1) (2) (4) (6) (7) Schedule 200 - Purchase of Services Cleaning & Laundering 201 202 Janitorial Services 205 Refuse, Garbage, Silt and Sludge Removal 209 Telephone & Communication 210 Postal Services 211 Transportation 215 Licenses, Permits & Inspection Charges 216 Commercial off the Shelf Software Licenses 220 Electric Current Gas Services 221 222 Steam for Heating 230 Meals (non-travel) & Official Entertaining 231 Overtime Meals 240 Advertising & Promotional Activities 2,400 2,400 250 Professional Services 1,300 5,484 3,230 251 Professional Svcs. - Information Technology 252 Accounting & Auditing Services 253 Legal Services Mental Health & Intellectual Disability Services 254 255 256 Seminar & Training Sessions 257 Architectural & Engineering Services Court Reporters 258 259 Arbitration Fees 260 Repair & Maintenance Charges 261 Repaving, Repairing & Resurfacing Streets Demolition of Buildings 262 264 Abatement of Nuisances 265 Rehabilitation of Property Maint. & Support - Comp. Hardware & Software 266 275 Juror Fees 276 Juror Expenses 277 Witness Fees 280 Insurance & Official Bonds 282 Lease Purchase - Computer Systems 283 Lease Purchase - Vehicles 284 Ground & Building Rental 285 Rents - Other 286 Rental of Parking Spaces 290 Payments for Care of Individuals 295 Imprest Advances Payments for Burials & Graves 298 299 Other Expenses (not otherwise classified)

5,484

71-53K (Program Based Budgeting Version)

Total

Section 25 31

2,400

2,400

4,530

# CITY OF PHILADELPHIA SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM No. Program VENDOR ENGAGEMENT O4

Department		No. Program				No.		
PRC	CUREMENT	38	VENDOR ENGAGEMENT			04		
Fund		No.						
GEN	IERAL	01						
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase		
Code	Description	Actual	Original	Estimated	Departmental	or		
	•	Obligations	Appropriations	Obligations	Request	(Decrease)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)		
	Schedule 300 - Materials & Supplies							
301	Agricultural & Botanical							
	Animal, Livestock & Marine							
303	Bakeshop, Dining Room & Kitchen							
	Books & Other Publications							
	Building & Construction							
	Library Materials							
307	Chemicals & Gases							
	Dry Goods, Notions & Wearing Apparel							
	Cordage & Fibers							
	Electrical & Communication	-						
	General Equipment & Machinery							
_	Fire Fighting & Safety							
	Food							
	Fuel - Heating & Cooling							
316	General Hardware & Minor Tools							
	Hospital & Laboratory							
	Janitorial, Laundry & Household	1,095	1 600	1 600	1 600			
	Office Materials & Supplies Small Power Tools & Hand Tools	1,095	1,600	1,600	1,600			
	Plumbing, AC & Space Heating							
	Precision, Photographic & Artists	1,480	5,605	605	5,605	5,000		
325	Printing	1,149	4,983	4,983	4,983	3,000		
	Recreational & Educational	1,143	4,300	4,303	4,303			
328	Vehicle Parts & Accessories							
335	Lubricants							
	#2 Diesel Fuel							
	Compressed Natural Gas (CNG)							
342	Liquid Propane Gas (LPG)							
345	Gasoline							
399	Other Materials & Supplies (not otherwise classified)							
	Materials & Supplies							
	Total	3,724	12,188	7,188	12,188	5,000		
		Schedule 4	00 - Equipment					
405	Construction, Dredging & Conveying							
410	Electrical, Lighting & Communications							
	General Equipment & Machinery							
412	Fire Fighting & Emergency							
417	Hospital & Laboratory							
420	Office Equipment		1,077	1,077	1,077			
423	Plumbing, AC & Space Heating							
424	Precision, Photographic & Artists							
426	Recreational & Educational							
	Computer Equipment & Peripherals							
	Vehicles							
430	Furniture & Furnishings		160	160	160			
499	Other Equipment (not otherwise classified)							
	Total		1,237	1,237	1,237			

71-53L (Program Based Budgeting Version)

#### **SUPPORTING DETAIL: CITY OF PHILADELPHIA** PROFESSIONAL SERVICES AND **FISCAL 2019 OPERATING BUDGET** CARE OF INDIVIDUALS, BY PROGRAM Department No. **PROCUREMENT** 38 **VENDOR ENGAGEMENT** 04 No. **GENERAL** 01 Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Actual Original Estimated Department or Class Obligations Appropriation Obligations Request (Decrease) Description (1) (3) (4) (5) (6) (7) 5,484 4,530 2,400 250s Professional Services (250-254, 257-259) 2,400 Payments for Care of Individuals Minor Name of Contractor Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Describe purpose or scope of Object or Provider Actual Original Estimated Department service provided. Include, if Code Obligations Appropriation Obligations Request applicable, unit cost of service. US FACILITIES INC. 250 1,300 2,400 Building Maintenance/Support 251 MODIS 3,230 IT Consulting 5,484 5,484 4,530 2,400

71-53N (Program Based Budgeting Version)

# **FISCAL 2019 OPERATING BUDGET**

# **PROGRAM SUMMARY - ALL FUNDS**

Department	No.	Program	No.
Procurement	38	Administration	05

# **Program Description**

This program is responsible for the strategic direction of all Procurement program areas and oversees training and human resource policies and procedures. This program also includes required advertising for all City departments, boards, and commissions.

# **Program Objectives**

- Assess advertising costs and create plan to decrease budget impact.
- Collaborate with other departments to reduce the amount of time it takes to pay to vendors.
- Operationalize the use of Best Value contracting.

Performance Measures							
	Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019			
Description	Year-End	Target	Year-to-Date	Target			
			12/31/17				
(1)	(2)	(3)	(4)	(5)			
Average invoice processing times for Citywide advertising	31	45	22	30			

Comments: Metric tracked starting January 2017. Procurement has some upcoming staffing changes that are likely to result in higher processing times, meaning that the average is likely to increase during the remainder of the year, bringing the Department's performance closer to 45 days.

		Summa	ary by Fund			
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Fund	Fund	Actual	Original	Estimated	Proposed	or
No.		Obligations	Appropriations	Obligations	Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	2,543,378	2,502,618	2,508,521	2,585,655	77,133
	Total	2,543,378	2,502,618	2,508,521	2,585,655	77,133
	Sui	mmary of Full T	ime Positions b	y Fund		
Fund		Actual	Fiscal 2018	Increment Run	Fiscal 2019	Inc. / (Dec.)
No.	Fund	6/30/17	Budgeted	PPE 11/26/17	Budgeted	(Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	6	6	6	8	2
_						
	Total Full Time	6	6	6	8	2

71-53E (Program Based Budgeting Version)

FI	SCAL 2019 OPERATING E	PROGRAM SUMMARY - ALL FUNDS (CONTINUED)				
Department		Program			No.	
PROCUR	PROCUREMENT 38					05
	Selec	ted Associated I	Non-Tax Revenu	es by Fund		
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Fund	Fund	Actual	Original	Estimate	Proposed	or
No.		Revenues	Budget		Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
			iated Capital Pro		El 10010	Fi 10010
Dept.		Carry	Fiscal 2018	Fiscal 2018	Fiscal 2019	Fiscal 2019
Where	Description	Forward	Original Approp.	Original Approp.	Proposed Budget	Proposed Bdgt
Appropriated			(GO Only)	(All Other Sources)	(GO Only)	(All Other Sources)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
		Selected Associ	ated Operating			
Dept.		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Where	Description	Calculated	Calculated	Calculated	Calculated	or
Appropriated		Obligations	Appropriations	Obligations	Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Finance	Employee Benefits - Civilian	193,959	185,626	194,522	227,769	33,247
Finance	Employee Benefits - Uniform					

<sup>71-53</sup>E (Program Based Budgeting Version)

F	CITY OF PHILADELPI	PROGRAM SUMMARY				
Departmer	nt	No.	Program	No.		
PROCUREMENT 38			ADMINISTRATION	I		05
Fund		No.				
GENE	RAL	01				
			nary by Class			
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Class	Description	Actual	Original	Estimated	Proposed	or
		Obligations	Appropriations	Obligations	Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	444,859	425,748	446,151	522,405	76,254
b)	Employee Benefits					
200	Purchase of Services	2,072,800	2,067,841	2,053,341	2,054,221	880
300	Materials and Supplies	8,938	6,400	6,400	6,400	(0
400	Equipment	15,656	2,629	2,629	2,629	
500	Contributions, Indemnities and Taxes	1,125				
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
	Total	2,543,378	2,502,618	2,508,521	2,585,655	77,134
		Summa	ary of Positions			
		Actual	Fiscal 2018	Increment	Fiscal 2019	Increase
		Positions	Budgeted	Run	Budgeted	or
Code	Category	6/30/17	Positions	PPE 11/26/17	Positions	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	6	6	6	8	2
105	Full Time - Uniform					
	Total	6	6	6	8	2
	Sele		l Non-Tax Reven			
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
	Description	Actual	Original	Estimate	Proposed	or
		Revenues	Budget		Budget	(Decrease)
	(1)	(2)	(3)	(4)	(5)	(6)
_ocal						
Federal						
State						
	vernments					
Other Fu	nds rogram Based Budgeting Version)					

#### **CITY OF PHILADELPHIA SCHEDULE 100 LIST OF POSITIONS FISCAL 2019 OPERATING BUDGET BY PROGRAM** Department No. Program No. PROCUREMENT **ADMINISTRATION** 05 38 No. **GENERAL** 01 Fiscal Salary 2017 2018 Increment 2019 Annual (Decrease) Class Title Actual Pos. Run -PPE Budgeted Salary Line Range Budgeted (Col. 8 6/30/17 11/26/17 Positions less Col. 6) No. Code (in dollars) Positions 7/1/18 (1) (2) (3) (7) (10)1 1B10 Account Clerk 35,446-38,574 \$74,539 2 1A22 Clerical Supervisor 2 \$45,758 39,715-43,447 3 1A04 Clerk 3 37,691-41,127 1 \$43,381 4 D250 Deputy Commissioner 102,000 1 \$102,000 5 1A20 33,131-42,595 1 \$43,620 **Executive Secretary** 6 1 \$51,553 1E03 Information Management Analyst 2 48,116-61,866 7 P534 \$120,000 Procurement Commissioner 120,000 1 48,116-61,866 8 2F21 Research and Information Analyst 1 (1) 6 6 6 8 \$480,851 Total:

71-53I (Program Based Budgeting Version)

		CITY OF PHIL FISCAL 2019 OPER			Г			ST OF F	OULE 100 POSITION OGRAM		
Depart	ment				No.	Program		2			No.
		EMENT			38	ADMINISTRATION					05
Fund					No.						
GEI	NERAL				01						
Line No. (1)	Class Code (2)	Title			Salary Range (in dollars) (4)	Fiscal 2017 Actual Pos. 6/30/17 (5)	Fiscal 2018 Budgeted Positions (6)	Increment Run -PPE 11/26/17 (7)	Fiscal 2019 Budgeted Positions (8)	Annual Salary 7/1/18 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)
		TOTAL FULL TIME EMPLOYEES			l	6	6	6	8	\$480,851	2
	TEMPORARY AND SEASONAL APPOINTMENTS									\$40,000	
Total G	roes Re	equirements				6	6	6	8	520,851	2
101410	555 116	Plus: Earned Increment								1,554	
		Plus: Longevity								,	
		Less: (Vacancy Allowance)									
			Total Bu	udget Request						522,405	
	ı		T =:		ary of Personal			T =:	10045		I
Line			Fisca Actual	al 2017 Actual	Budgeted	Fiscal 2018 Estimated	Increment	Fisca Budgeted	al 2019 Department	, ,	Inc. / (Dec.) in Bud. Pos.
No.		Category	Positions	Obligations	Positions	Obligations	Run -PPE	Positions	Request	(Col. 9	(Col. 8
			6/30/17	- : J		3	11/26/17			less Col. 6)	less Col. 5)
(1)		(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	Lump S										
2		ne - Civilian	6	404,331	6	402,912	6	8	482,405	79,493	2
3		ne - Uniform				<u> </u>					
4		Gross Adj.		10.500		2,987			10.000	(2,987)	-
5		mp/Seas, Bd, SCG		40,528		40,000			40,000	(050)	
6 7		ne - Civilian ne - Uniform				252				(252)	-
8		overtime - Civilian				<u> </u>					
	9 Unused Uniform Leave										
10											
11											
12											
		Total	6	446,151	6	8	522,405	76,254	2		

Total
71-53J (Program Based Budgeting Version)

#### CITY OF PHILADELPHIA **SCHEDULE 200 PURCHASE OF SERVICES FISCAL 2019 OPERATING BUDGET** BY PROGRAM Department No. Program **PROCUREMENT ADMINISTRATION** 05 38 Nο. **GENERAL** 01 Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Estimated Description Original Departmental Code Actual or Obligations Appropriations Obligations Request (Decrease) (1) (2) (6) (7) Schedule 200 - Purchase of Services Cleaning & Laundering 201 202 Janitorial Services 205 Refuse, Garbage, Silt and Sludge Removal 281 209 Telephone & Communication 2,664 4,000 4,000 4,000 210 Postal Services 979 6,000 6,000 5,000 (1,000)211 Transportation 215 Licenses, Permits & Inspection Charges 4,264 216 Commercial off the Shelf Software Licenses 220 Electric Current Gas Services 221 222 Steam for Heating 154 230 Meals (non-travel) & Official Entertaining 231 Overtime Meals 1,998,339 1,975,186 240 Advertising & Promotional Activities 1,975,186 1,975,186 3,900 3,900 3,900 250 Professional Services 3,279 14,066 251 Professional Svcs. - Information Technology 252 Accounting & Auditing Services 253 Legal Services Mental Health & Intellectual Disability Services 254 255 37,063 40,025 40,025 40,025 Seminar & Training Sessions 5,350 16,530 8,000 8,000 256 257 Architectural & Engineering Services Court Reporters 258 259 Arbitration Fees 5,000 2,760 5,000 5,000 260 Repair & Maintenance Charges 261 Repaving, Repairing & Resurfacing Streets Demolition of Buildings 262 264 Abatement of Nuisances 265 Rehabilitation of Property 300 Maint. & Support - Comp. Hardware & Software (300)266 275 Juror Fees 276 Juror Expenses 277 Witness Fees 280 Insurance & Official Bonds 282 Lease Purchase - Computer Systems 283 Lease Purchase - Vehicles 284 Ground & Building Rental 3,600 17,200 14,830 13,110 (1,720)285 Rents - Other 286 Rental of Parking Spaces 290 Payments for Care of Individuals 295 Imprest Advances 298 Payments for Burials & Graves 299 Other Expenses (not otherwise classified)

2,072,800

2,067,841

71-53K (Program Based Budgeting Version)

Total

Section 25

2,053,341

2,054,221

880

## **FISCAL 2019 OPERATING BUDGET**

# SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM

	FISCAL 2019 OPERATING B	UDGET	BY PROGRAM						
Departr	nent	No.	Program			No.			
PRC	OCUREMENT	38	ADMINISTRATION	N		05			
Fund	OOTIEMENT	No.	ABMINIOTERATION	<u>.</u>		00			
	IERAL	01							
GLI	NET IAE								
0	December 1997	Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase			
Code	Description	Actual	Original	Estimated	Departmental	or (Danisana)			
(4)	(0)	Obligations	Appropriations	Obligations	Request	(Decrease)			
(1)	(2)	(3) Schedule 300 - 1	(4) <b>Materials &amp; Supp</b>	(5)	(6)	(7)			
301	Agricultural & Botanical	T		)iic3					
	Animal, Livestock & Marine								
	Bakeshop, Dining Room & Kitchen								
_	Books & Other Publications		1,000	1,000	1,000				
_	Building & Construction		1,000	1,000	1,000				
	Library Materials								
307	Chemicals & Gases								
	Dry Goods, Notions & Wearing Apparel								
	Cordage & Fibers								
	Electrical & Communication	112							
	General Equipment & Machinery	1.12							
	Fire Fighting & Safety								
	Food								
	Fuel - Heating & Cooling								
	General Hardware & Minor Tools								
	Hospital & Laboratory								
	Janitorial, Laundry & Household								
	Office Materials & Supplies	1,780	3,400	3,345	3,400	55			
322	Small Power Tools & Hand Tools	1,100	2,100	2,2.2	5,100				
	Plumbing, AC & Space Heating								
	Precision, Photographic & Artists	520		1,000	1,000				
325	Printing			55	,,,,,	(55)			
	Recreational & Educational					(55)			
328	Vehicle Parts & Accessories								
	Lubricants								
	#2 Diesel Fuel								
	Compressed Natural Gas (CNG)								
	Liquid Propane Gas (LPG)								
	Gasoline								
	Other Materials & Supplies (not otherwise classified)								
_	Materials & Supplies	6,526	2,000	1,000	1,000				
	Total	8,938	6,400	6,400	6,400	(0)			
		Schedule 4	00 - Equipment						
405	Construction, Dredging & Conveying								
410	Electrical, Lighting & Communications								
411	General Equipment & Machinery								
_	Fire Fighting & Emergency								
	Hospital & Laboratory								
420	Office Equipment	5,713	2,289	2,289	2,289				
423	Plumbing, AC & Space Heating								
	Precision, Photographic & Artists								
426	Recreational & Educational								
427	Computer Equipment & Peripherals								
428	Vehicles								
430	Furniture & Furnishings	9,943	340	340	340				
499	Other Equipment (not otherwise classified)								
	Total (Program Based Budgeting Version)	15,656	2,629	2,629	2,629				

71-53L (Program Based Budgeting Version)

#### **CITY OF PHILADELPHIA** SCHEDULE 500 - 700 - 800 - 900 **BY PROGRAM FISCAL 2019 OPERATING BUDGET** Department Program No. **PROCUREMENT ADMINISTRATION** 05 38 No. **GENERAL** 01 Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Description Estimated Departmental Code Actual Original or Appropriations Obligations Obligations Request (Decrease) (1) (2) (6) (7) Schedule 500 - Contributions, Indemnities & Taxes Celebrations 501 504 Meritorious Awards Contributions to Educational & Recreational Org. 505 Payments to Prisoners 512 Refunds Indemnities 1,125 513 515 Taxes Contributions to Other Govt. Agencies and Non-Profit 517 Org. not Educational or Recreational 1,125 Total Schedule 700 - Debt Services Interest on City Debt - Long Term Principal Payments on City Debt - Long Term Interest on City Debt - Short Term 704 Sinking Fund Reserve Payment Commitment Fee Expense 706 Arbitrage Payments Total Schedule 800 - Payments to Other Funds Payments to General Fund 801 Payments to Water Fund 803 804 Payments to Capital Projects Fund 805 Payments to Special Funds Payments to Bond Fund 806 807 Payments to Other Funds Payments to Aviation Fund Payments to Grants Revenue Fund Total Schedule 900 - Advances and Other Miscellaneous Payments 901 Advances to Create Working Capital Funds Miscellaneous Advances 902

71-53M (Program Based Budgeting Version)

Total

#### **SUPPORTING DETAIL: CITY OF PHILADELPHIA** PROFESSIONAL SERVICES AND **FISCAL 2019 OPERATING BUDGET** CARE OF INDIVIDUALS, BY PROGRAM Department No. **PROCUREMENT** 38 **ADMINISTRATION** 05 No. **GENERAL** 01 Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Actual Original Estimated Department or Class Obligations Appropriation Obligations Request (Decrease) Description (1) (3) (4) (5) (6) (7) 17,345 3,900 3,900 250s Professional Services (250-254, 257-259) 3,900 Payments for Care of Individuals Minor Name of Contractor Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Describe purpose or scope of Object or Provider Actual Original Estimated Department service provided. Include, if Code Obligations Appropriation Obligations Request applicable, unit cost of service. US FACILITIES INC. 3,900 Building Maintenance/Support 250 3,279 3,900 251 MODIS 14,066 17,345 3,900 3,900

71-53N (Program Based Budgeting Version)

## **SUPPORTING DETAIL: CITY OF PHILADELPHIA CLASSES OTHER THAN FISCAL 2019 OPERATING BUDGET** 250s AND 290, BY PROGRAM Department Program **PROCUREMENT ADMINISTRATION** 05 38 No. **GENERAL** 01 Name of Contractor Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Describe purpose or scope of Object Actual Estimated Department or Provider Original service provided. Include, if Code Obligations Appropriation Obligations Request applicable, unit cost of service. 240 Various Vendors 1,998,339 1,975,186 1,975,186 1,975,186 Citywide Advertising

71-530 (Program Based Budgeting Version)

## **FISCAL 2019 OPERATING BUDGET**

### **PROGRAM SUMMARY - ALL FUNDS**

4.0

35.0%

4.0

Department	No.	Program	No.
PROCUREMENT	38	SERVICES, SUPPLIES AND EQUIPMENT	06

#### **Program Description**

This program is responsible for Philadelphia's formal and informal contracts for procurement of City services, supplies, and equipment as per the requirements of the Philadelphia Charter (Section 8-200) and Philadelphia Code.

#### **Program Objectives**

- Improve sourcing and marketing of bidding opportunities through partner organizations (Pennsylvania Public Purchasing Association, The Institute for Public Procurement, local Chambers).
- Increase vendor outreach to attract local, small, and diverse businesses through monthly vendor trainings.
- Develop strategic purchasing plans with client departments to improve competition on bids.
- Work with consultants (employees in other City departments) to improve the structure of bid/RFP documents to make them clearer.
- · Engage staff to assess the organizational structure of responsibility for bid development and contract management.

Performance Measures										
	Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019						
Description	Year-End	Target	Year-to-Date	Target						
			12/31/17							
(1)	(2)	(3)	(4)	(5)						
Average number of days from bid initiation to award	237	110	132	110						

Procurement experienced a temp. increase in times as the dept makes process changes & implements PHLContracts. Every effort is being made to decrease times & ensure there is no lapse in contract-related services. Training for citywide & SS&E staff began in FY17 Q2+3. Implementation of eProcurement for SS&E began in FY17 Q4, incl. pulling back paper bids to convert to electronic, artificially inflating processing times. Further, staff turnover over the past 3 to 6 months contributed to delays.

3.4

21.0%

Α	Average number of bidders per awarded contract(s)	3.4	4.0	2.5							
C	Comments: Competition in the first quarter of FY18 decreased slightly as many of the bids opening during that period have historically low competition (approximately 1 to										
10	Obidday on gyranga Tay ayamala Dyay yamant ayanand anyay iimataly 15 faad bida that historically bays on gyranga of and to typ biddays any bid										

2 bidders on average). For example, Procurement processed approximately 15 food bids that historically have an average of one to two bidders per bid.

% of SS&E contracts awarded to M/W/DSBEs 35.0% This is an annual measure, and it is tabulated at year-end. Contracts are conformed throughout the year, and the rate may vary across quarters, depending on the value of contracts conformed to date.

% of Small Order Purchases (SOPs) awarded to M/W/DSBEs 20.0% 16.0% 20.0% N/A

This is an annual measure, and it is tabulated at year-end. Contracts are conformed throughout the year, and the rate may vary across quarters, depending on the value of contracts conformed to date.

		Summ	ary by Fund			
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Fund	Fund	Actual	Original	Estimated	Proposed	or
No.		Obligations Appropriations C		Obligations	Obligations Budget	
(1)	(2)	(3)			(6)	(7)
01	General	1,305,279	1,412,683	1,424,238	1,401,777	(22,461)
02	Water	85,470	82,098	89,261	93,093	3,832
	Total	1,390,749	1,494,781	1,513,499	1,494,869	(18,630)
	Su	mmary of Full T	Time Positions b	y Fund		
Fund		Actual	Fiscal 2018	Increment Run	Fiscal 2019	Inc. / (Dec.)
No.	Fund	6/30/17	Budgeted	PPE 11/26/17	Budgeted	(Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	24	27	24	26	(1)
02	Water	2	2	2	2	
	Tatal Full Time	00	00	00	00	/41
	Total Full Time	26	29	26	28	(1

71-53E (Program Based Budgeting Version)

Section 25 44

FI	SCAL 2019 OPERATING	BUDGET	PROGRAM SUMMARY - ALL FUNDS (CONTINUED)						
Department		No.	Program		No.				
PROCUR		38		LIES AND EQUIPMI	ENT	06			
	Sele	cted Associated I	Non-Tax Revenu	es by Fund					
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase			
Fund	Fund	Actual	Original	Estimate	Proposed	or			
No.		Revenues	Budget		Budget	(Decrease)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)			
			iated Capital Pro						
Dept.		Carry	Fiscal 2018	Fiscal 2018	Fiscal 2019	Fiscal 2019			
Where	Description	Forward	Original Approp.	Original Approp.	Proposed Budget	Proposed Bdgt			
Appropriated			(GO Only)	(All Other Sources)	(GO Only)	(All Other Sources)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)			
		Selected Associ	iated Operating	Costs					
Dept.		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase			
Where	Description	Calculated	Calculated	Calculated	Calculated	or			
Appropriated		Obligations	Appropriations	Obligations	Budget	(Decrease)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)			
Finance	Employee Benefits - Civilian	535,166	581,754	588,978	577,192	(11,786)			

Finance Employee Benefits - Uniform
71-53E (Program Based Budgeting Version)

F	CITY OF PHILADELPH			PROGRAM	SUMMARY	
Departmer	nt	No.	Program			No.
PROC	UREMENT	38	SERVICES, SUPP	LIES AND EQUIPME	NT	06
Fund		No.				
GENE	RAL	01				
			nary by Class			
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
Class	Description	Actual	Original	Estimated	Proposed	or
		Obligations	Appropriations	Obligations	Budget	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	1,141,974	1,252,200	1,261,605	1,230,743	(30,862
b)	Employee Benefits					
200	Purchase of Services	148,909	142,750	147,400	153,300	5,900
300	Materials and Supplies	7,663	10,000	10,000	10,000	
400	Equipment	6,733	7,733	5,233	7,733	2,500
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
	Total	1,305,279	1,412,683	1,424,238	1,401,776	(22,462
		Summa	ary of Positions			
		Actual	Fiscal 2018	Increment	Fiscal 2019	Increase
		Positions	Budgeted	Run	Budgeted	or
Code	Category	6/30/17	Positions	PPE 11/26/17	Positions	(Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	24	27	24	26	(1
105	Full Time - Uniform					
	Total	24	27	24	26	(1
	Sele	ected Associated	l Non-Tax Reven	ues by Type		
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase
	Description	Actual	Original	Estimate	Proposed	or
		Revenues	Budget		Budget	(Decrease)
	(1)	(2)	(3)	(4)	(5)	(6)
Local						
ederal						
State						
Other Go	vernments					
Other Fu	nds rogram Based Budgeting Version)					

#### **CITY OF PHILADELPHIA SCHEDULE 100 LIST OF POSITIONS FISCAL 2019 OPERATING BUDGET BY PROGRAM** Department No. No. **PROCUREMENT** 38 SERVICES, SUPPLIES AND EQUIPMENT 06 No. **GENERAL** 01 Fiscal Fiscal Fiscal Increase Salary 2017 2018 Increment 2019 Annual (Decrease) Class Title Range Actual Pos. Budgeted Run PPE Budgeted Salary (Col. 8 Line 6/30/17 Positions 11/26/17 Positions 7/1/18 No. Code (in dollars) less Col. 6) (1) (2) (3) (4) (5) (6) (7) (9) (10)1B10 35,446-38,574 3 \$147,764 1 Account Clerk 3 3 2 2L32 Administrative Specialist 2 Non-Confidential 48,116 - 61,886 1 (1) 3 2L04 Administrative/Technical Trainee 34,244 - 44,026 \$44,651 4 2L06 Administrative Trainee 1 34,109-43,864 (1) 5 1A22 Clerical Supervisor 2 39,715-43,447 2 (2) Clerk 3 2 37,691-41,127 2 2 6 1A04 2 \$84,016 7 Clerk Typist 1 \$29,310 1A11 29,309-31,298 3 5 8 1A12 Clerk Typist 2 31,890-34,480 3 3 \$104,214 (2) 9 D250 Dep. Comm/Director of Supplies&Equipment 90,000 1 \$90,000 1 10 Procurement Operations Support Manager 51,871-66,683 \$68,508 2E09 1 1 2 3 2 \$116,225 2F02 Procurement Technician 1 37,764-48,548 11 3 5 6 6 2E03 Procurement Technician 2 48,116-61,866 \$362,173 12 6 2 2 13 2E14 Procurement Technician Supervisor 62,578-80,457 2 2 \$162,964 14 1A18 Secretary 34,420-37,412 1 \$39,373 15 1A37 Service Representative 34,420-37,412 \$37,335 Total: 24 27 24 26 \$1,286,533 (1)

71-53I (Program Based Budgeting Version)

		CITY OF PHIL FISCAL 2019 OPER			Г			ST OF F	ULE 100 POSITION OGRAM		
Departr					No.	Program					No.
PR0 Fund	CURE	MENT			38 No.	SERVICES, SUPPLIES AND EQUIPMENT					06
	NERAL				01						
						Fiscal	Fiscal		Fiscal		Inc.
Line No. (1)	Class Code (2)	Title			Salary Range (in dollars) (4)	2017 Actual Pos. 6/30/17 (5)	2018 Budgeted Positions (6)	Increment Run -PPE 11/26/17 (7)	2019 Budgeted Positions (8)	Annual Salary 7/1/18 (9)	(Dec.) (Col. 8 less Col. 6) (10)
	( )	TOTAL FULL TIME EMPLOYEES				24	27	24	26	\$1,286,533	(1)
		OVERTIME								\$10,000	
Total G	ross Re	quirements				24	27	24	26	1,296,533	(1)
		Plus: Earned Increment								9,662	(.)
		Plus: Longevity								777	
		Less: (Vacancy Allowance)								(76,229)	
			Total Bu	udget Request						1,230,743	
					ary of Personal						
Line				al 2017		iscal 2018 Estimated	Inoromont		al 2019	Inc. / (Dec.)	Inc. / (Dec.) in Bud. Pos.
No.		Category	Actual Positions	Actual Obligations	Budgeted Positions	Obligations	Increment Run -PPE	Budgeted Positions	Department Request	in Require. (Col. 9	(Col. 8
1 10.		Outogory .	6/30/17	Congations	1 001110113	Obligations	11/26/17	1 001110113	rioquosi	less Col. 6)	less Col. 5)
(1)		(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	Lump S		, ,	334		, ,	, ,	, ,	, ,	, ,	, ,
2	-	ne - Civilian	24	1,132,940	27	1,249,784	24	26	1,220,743	(29,041)	(1)
3	Full Tim	ne - Uniform									
4		Gross Adj.				1,821				(1,821)	
		mp/Seas, Bd, SCG									
6	Overtim	ne - Civilian		8,700		10,000			10,000		
7	Overtim	ne - Uniform									
8	Holiday	Overtime - Civilian									
9	Unused	I Uniform Leave									
10	Shift/St										
11	H&L, IC	DD, LT-Sick									
12											
71 52 1	(Progra	Total nm Based Budgeting Version)	24	1,141,974	27	1,261,605	24	26	1,230,743	(30,862)	(1)

Total
71-53J (Program Based Budgeting Version)

Section 25 48

#### **CITY OF PHILADELPHIA SCHEDULE 200 PURCHASE OF SERVICES FISCAL 2019 OPERATING BUDGET BY PROGRAM** Department No. Program **PROCUREMENT** SERVICES, SUPPLIES AND EQUIPMENT 38 06 Nο. **GENERAL** 01 Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Estimated Description Original Departmental Code Actual or Obligations Appropriations Obligations Request (Decrease) (1) (2) (4) (6) (7) Schedule 200 - Purchase of Services Cleaning & Laundering 201 202 Janitorial Services 205 Refuse, Garbage, Silt and Sludge Removal 209 Telephone & Communication 210 Postal Services 211 Transportation 215 Licenses, Permits & Inspection Charges 216 Commercial off the Shelf Software Licenses 220 Electric Current Gas Services 221 222 Steam for Heating 230 Meals (non-travel) & Official Entertaining 231 Overtime Meals 240 Advertising & Promotional Activities 131,509 131,600 131,600 131,600 3,550 16,700 16,700 250 Professional Services 17,400 7,600 15,800 5,000 (10,800)251 Professional Svcs. - Information Technology 252 Accounting & Auditing Services 253 Legal Services Mental Health & Intellectual Disability Services 254 255 256 Seminar & Training Sessions 257 Architectural & Engineering Services Court Reporters 258 259 Arbitration Fees 260 Repair & Maintenance Charges 261 Repaving, Repairing & Resurfacing Streets Demolition of Buildings 262 264 Abatement of Nuisances 265 Rehabilitation of Property Maint. & Support - Comp. Hardware & Software 266 275 Juror Fees 276 Juror Expenses 277 Witness Fees 280 Insurance & Official Bonds 282 Lease Purchase - Computer Systems 283 Lease Purchase - Vehicles 284 Ground & Building Rental 285 Rents - Other 286 Rental of Parking Spaces 290 Payments for Care of Individuals 295 Imprest Advances Payments for Burials & Graves 298 299 Other Expenses (not otherwise classified)

148,909

71-53K (Program Based Budgeting Version)

Total

Section 25 49

147,400

153,300

5,900

142,750

#### FISCAL 2019 OPERATING BUDGET

# SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM

	FISCAL 2019 OPERATING B	UDGET	BY PROGRAM						
Departr	nent	No.	Program			No.			
PRO	CUREMENT	38	SERVICES, SUPF	PLIES AND EQUIPME	ENT	06			
Fund		No.							
GEN	IERAL	01							
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase			
Code	Description	Actual	Original	Estimated	Departmental	or			
	'	Obligations	Appropriations	Obligations	Request	(Decrease)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)			
		Schedule 300 - I	Materials & Supp	olies					
301	Agricultural & Botanical								
302	Animal, Livestock & Marine								
303	Bakeshop, Dining Room & Kitchen								
304	Books & Other Publications								
305	Building & Construction								
306	Library Materials								
307	Chemicals & Gases								
308	Dry Goods, Notions & Wearing Apparel								
309	Cordage & Fibers								
310	Electrical & Communication								
311	General Equipment & Machinery								
312	Fire Fighting & Safety								
313	Food								
314	Fuel - Heating & Cooling								
316	General Hardware & Minor Tools								
317	Hospital & Laboratory								
318	Janitorial, Laundry & Household	7.000	10.000	0.000	10.000	200			
320	Office Materials & Supplies	7,663	10,000	9,680	10,000	320			
322	Small Power Tools & Hand Tools								
323 324	Plumbing, AC & Space Heating								
	Precision, Photographic & Artists			320		(320			
325 326	Printing Recreational & Educational			320		(320			
328	Vehicle Parts & Accessories								
335	Lubricants								
340	#2 Diesel Fuel								
341	Compressed Natural Gas (CNG)								
342	Liquid Propane Gas (LPG)								
345	Gasoline								
	Other Materials & Supplies (not otherwise classified)								
300	Materials & Supplies								
-	Total	7,663	10,000	10,000	10,000				
			00 - Equipment	,	·				
405	Construction, Dredging & Conveying								
410	Electrical, Lighting & Communications								
411	General Equipment & Machinery								
412	Fire Fighting & Emergency								
417	Hospital & Laboratory								
=	Office Equipment	6,733	6,733	4,233	6,733	2,500			
423	Plumbing, AC & Space Heating								
424	Precision, Photographic & Artists								
426	Recreational & Educational								
427	Computer Equipment & Peripherals								
428	Vehicles								
430	Furniture & Furnishings		1,000	1,000	1,000				
499	Other Equipment (not otherwise classified)								
	Total	6,733	7,733	5,233	7,733	2,500			
4 601	(Program Based Budgeting Version)	·	·	·	· · · · · · · · · · · · · · · · · · ·				

71-53L (Program Based Budgeting Version)

#### **SUPPORTING DETAIL: CITY OF PHILADELPHIA** PROFESSIONAL SERVICES AND **FISCAL 2019 OPERATING BUDGET** CARE OF INDIVIDUALS, BY PROGRAM Department No. **PROCUREMENT** 38 SERVICES, SUPPLIES AND EQUIPMENT 06 No. **GENERAL** 01 Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Increase Actual Original Estimated Department or Class Obligations Appropriation Obligations Request Description (Decrease) (1) (3) (4) (5) (6) (7) 17,400 11,150 15,800 21,700 5,900 250s Professional Services (250-254, 257-259) Payments for Care of Individuals Minor Name of Contractor Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Describe purpose or scope of Object or Provider Actual Original Estimated Department service provided. Include, if Code Obligations Appropriation Obligations Request applicable, unit cost of service. 250 ABSO/STERLING INFOSYSTEMS, INC. 500 Employee Background Checks 250 US FACILITIES INC. Building Maintenance/Support 16,200 MODIS 251 17,400 11,150 15,800 5,000 IT Consulting 17,400 11,150 15,800 21,700

71-53N (Program Based Budgeting Version)

# **SUPPORTING DETAIL: CITY OF PHILADELPHIA CLASSES OTHER THAN FISCAL 2019 OPERATING BUDGET** 250s AND 290, BY PROGRAM Department Program **PROCUREMENT** SERVICES, SUPPLIES AND EQUIPMENT 06 38 No. **GENERAL** 01 Describe purpose or scope of Name of Contractor Fiscal 2017 Fiscal 2018 Fiscal 2018 Fiscal 2019 Object Estimated Department service provided. Include, if or Provider Actual Original Code Obligations Appropriation Obligations Request applicable, unit cost of service. 240 Various Vendors 131,600 131,509 131,600 131,600 Citywide Advertising

71-530 (Program Based Budgeting Version)

F	CITY OF PHILADELPH		PROGRAM SUMMARY						
Departmer	nt	No.	Program			No.			
PROC	UREMENT	38	SERVICES, SUPP	LIES AND EQUIPME	:NT	06			
Fund		No.							
WATE	R	02							
			nary by Class						
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase			
Class	Description	Actual	Original	Estimated	Proposed	or			
		Obligations	Appropriations	Obligations	Budget	(Decrease)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)			
100	Employee Compensation								
a)	Personal Services	85,470	82,098	89,261	93,093	3,832			
b)	Employee Benefits								
200	Purchase of Services								
300	Materials and Supplies								
400	Equipment								
500	Contributions, Indemnities and Taxes								
700	Debt Service								
800	Payments to Other Funds								
900	Advances and Misc. Payments								
	Total	85,470	82,098	89,261	93,093	3,832			
		Summa	ary of Positions						
		Actual	Fiscal 2018	Increment	Fiscal 2019	Increase			
		Positions	Budgeted	Run	Budgeted	or			
Code	Category	6/30/17	Positions	PPE 11/26/17	Positions	(Decrease)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)			
101	Full Time - Civilian	2	2	2	2				
105	Full Time - Uniform								
	Total	2	2	2	2				
	Sele	_	l Non-Tax Reven						
		Fiscal 2017	Fiscal 2018	Fiscal 2018	Fiscal 2019	Increase			
	Description	Actual	Original	Estimate	Proposed	or			
		Revenues	Budget		Budget	(Decrease)			
	(1)	(2)	(3)	(4)	(5)	(6)			
Local		11,441	100,000	100,000	100,000				
Federal									
State									
Other Go	vernments								
Other Fu	nds rogram Based Budgeting Version)								

#### **CITY OF PHILADELPHIA SCHEDULE 100 LIST OF POSITIONS FISCAL 2019 OPERATING BUDGET BY PROGRAM** Department No. No. **PROCUREMENT** 38 SERVICES, SUPPLIES AND EQUIPMENT 06 No. WATER 02 Fiscal Fiscal Fiscal Increase Salary 2018 2019 2017 Increment Annual (Decrease) Line Class Title Range Actual Pos. Budgeted Run -PPE Budgeted Salary (Col. 8 No. Code (in dollars) 6/30/17 Positions 11/26/17 Positions 7/1/18 less Col. 6) (1) (2) (3) (5) (6) (7) (8) (9) (10)1A04 CLERK 3 37,691-41,127 \$42,981 2 1B29 CONTRACT CLERK 43,795-48,181 \$49,114 1 Total: 2 2 2 \$92,095

71-53I (Program Based Budgeting Version)

		CITY OF PHIL FISCAL 2019 OPER			Г	SCHEDULE 100 LIST OF POSITIONS BY PROGRAM					
Departi	ment				No.	Program					No.
PRO	CURE	MENT			38	SERVICES, SUPPLIES AND EQUIPMENT					06
Fund					No.						
WA	TER				02						
Line No. (1)	Class Code (2)	Title		Salary Range (in dollars) (4)	Fiscal 2017 Actual Pos. 6/30/17 (5)	Fiscal 2018 Budgeted Positions (6)	Increment Run -PPE 11/26/17 (7)	Fiscal 2019 Budgeted Positions (8)	Annual Salary 7/1/18 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)	
		TOTAL FULL TIME EMPLOYEES				2	2	2	2	\$92,095	
Total G	ross Re	quirements				2	2	2	2	92,095	
, otal O		Plus: Earned Increment								998	
		Plus: Longevity								000	
		Less: (Vacancy Allowance)									
		, , , , , , , , , , , , , , , , , , , ,	Total Bu	udget Request						93,093	
				Summa	ary of Personal	Services					
				al 2017		iscal 2018			al 2019	Inc. / (Dec.)	
Line			Actual	Actual	Budgeted	Estimated	Increment	Budgeted	Department		in Bud. Pos.
No.		Category	Positions	Obligations	Positions	Obligations	Run -PPE	Positions	Request	(Col. 9	(Col. 8
(4)		(0)	6/30/17	(4)	(5)	(0)	11/26/17	(0)	(0)	less Col. 6)	less Col. 5)
(1)	1	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
2	Lump S		2	05 04 4	2	00 074	2		02.000	4 100	
3		ne - Civilian ne - Uniform	2	85,314	2	88,971	2	2	93,093	4,122	
		Gross Adj.				39				(39)	
	_	np/Seas, Bd, SCG				39				(39)	
		ne - Civilian		156		251				(251)	
_		ne - Uniform		130		201				(201)	
		Overtime - Civilian									
	9 Unused Uniform Leave										
	Shift/St										
	_	DD, LT-Sick									
12	, 10	,									
	/Progra	Total	2	85,470	2	89,261	2	2	93,093	3,832	

Total
71-53J (Program Based Budgeting Version)

Section 25 55