Agency Summary

Office of Property Management (AM0)

FY 2004 Recommended Baseline Budget

Fund Type	(A) Proposed 2003 Budget	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F) OBP Recommended Baseline	(G)=(F)-(B) Net Baseline Adjustment
Personal Services	$3,726,324	$3,458,796	$0	$0	$0	$3,458,796	$0
Non Personal Services	$3,468,997	$3,736,607	($82)	$0	($42,266)	$3,694,259	($42,348)
Local Fund	$7,195,321	$7,195,403	($82)	$0	($42,266)	$7,153,055	($42,348)
Personal Services	$379,430	$441,506	$0	$0	$0	$441,506	$0
Non Personal Services	$1,314,168	$2,533,600	$0	$0	$32,832	$2,566,432	$32,832
cial Purpose Revenue Fund	$1,693,598	$2,975,106	$0	$0	$32,832	$3,007,938	$32,832
Personal Services	$8,729,185	$9,498,802	$0	$0	$0	$9,498,802	$0
Non Personal Services	$27,767,279	$32,061,978	$0	$0	$17,917	$32,079,895	$17,917
Intra-District Fund	$36,496,464	$41,560,780	$0	$0	$17,917	$41,578,697	$17,917
Total for PS	$12,834,939	$13,399,104	$0	$0	$0	$13,399,104	$0
Total for NPS	$32,550,444	$38,332,185	($82)	$0	$8,483	$38,340,586	$8,401
Gross Total	$45,385,383	$51,731,289	($82)	$0	$8,483	$51,739,690	$8,401
FULL TIME EQUIVALENTS							
Local Fund	55.00	55.00	0.00	0.00	0.00	55.00	0.00
Special Purpose Revenue Fu	5.00	5.00	0.00	0.00	0.00	5.00	0.00
Intra-District Fund	186.00	169.00	0.00	0.00	0.00	169.00	0.00
TOTAL	246.00	229.00	0.00	0.00	0.00	229.00	0.00

Agency Summary

Office of Property Management (AM0)

Revised Budget Recommendation

SUMMARY:
OBP recommends an overall funding level of $51,739,690 for the Office of Property Management in FY 2004. The major adjustments included in the OBP recommendation are outlined below:

OBP SCRUB:
There are no additional adjustments to the preliminary recommendation.

OBP CENTRALIZED ADJUSTMENTS:
The agency's budget was decreased by $42,266 in Local funds for Object Class 30-Energy, Object Class 31-Telephone, Object Class 32-Rentals, Object Class 33-Janitorial Services, and Object Class 34-Security Services to reflect revised cost estimates provided by the Office of Financial and Resource Management (OFRM).

The agency's budget was increased by $32,832 in Special Purpose Revenue funds for Object Class 32-Rentals to reflect revised cost estimates provided by the Office of Financial and Resource Management (OFRM).

The agency's budget was increased by $17,917 in Intra-District funds for Object Class 30-Energy, Object Class 31-Telephone, Object Class 32-Rentals, and Object Class 33-Janitorial Services to reflect revised cost estimates provided by the Office of Financial and Resource Management (OFRM).

APPEAL:
The agency did not submit an appeal to the OBP preliminary budget recommendation.

Preliminary Budget Recommendation

The agency requested an overall funding level of $51,731,289 and 229 FTEs for FY 2004. This is a net increase of $6,345,906 or 14.0 percent over the FY 2003 proposed budget of $45,385,383. OBP recommends a total amount of $51,731,207 or $6,345,824 over the FY 2003 proposed budget. Of the overall amount recommended by OBP, the funding level by fund type includes $7,195,321 for Local, $2,975,106 for Other funding and $41,560,780 for Intra-District. The total recommended budget reflects an amount of $13,399,104 in personal services and $38,332,103 in nonpersonal services. The recommended budget will support 229 FTEs, a decrease of 17 FTEs from FY 2003 proposed level, which is unchanged from the agency's request.

The following discusses the FY 2004 recommended funding level by fund type:

LOCAL
The recommended Local budget is $7,195,321, no change from the FY 2003 proposed budget. The amount incorporates a decrease in fixed cost for rent based on OFRM preliminary estimates, which is totally offset by an increase in nonpersonal services such as other services and charges, supplies and materials based on anticipated requirements. There are 55 FTEs funded by Local sources, which is unchanged from the FY 2003 level.

SPECIAL PURPOSE REVENUE
The recommended budget for Special Purpose Revenue funding is $2,975,106, an increase of $1,281,508 or 76 percent over the proposed FY 2003 budget of $1,693,598. This is attributed to additional requirements needed to meet increased contractual and other service charges. There are 5 FTEs funded by Special Purpose Revenue sources, which is unchanged from the FY 2003 level. The revenue source for Special Purpose Revenue funds is derived from out-lease rentals and parking fees.

OBP notes that the recommended expenditure level for other funding sources is subject to adjustment pending review and finalization of agency's Special Purpose Revenue, IDCR, and/or Federal grant requests.

Agency Summary

Office of Property Management (AM0)

INTRA-DISTRICT

The recommended Intra-District budget is $41,560,780, an increase of $5,064,316 or 14 percent over the proposed FY 2003 budget of $36,496,464. The increase is due primarily to additional requirements associated with fixed and indirect costs that will be billed to District agencies. Of the Intra-District budget, personal services is $9,498,802 and nonpersonal services is $32,061,978. There are 169 FTEs funded by Intra-District sources, a decrease of 17 FTEs from the proposed FY 2003 budget. The FTE level is decreased to reflect unfunded FTEs that will be eliminated in FY 2004.

OBP Scrub

- A decrease of $82 in nonpersonal services to align Local budget to FY 2004 agency target.

ADDENDUM

The agency requested an addendum totaling $8,811,041 for the transfer of D.C. General Hospital facilities and facility-support personnel to the agency from the Department of Health.

Per budgetary guidelines, OBP has not funded these requests. The Budget Review Team will review all addendum requests for funding consideration.

Baseline and Adjustments Agency by Fund and Object Class

AM0 OFFICE OF PROPERTY MANAGEMENT

Fund 0100 Local Fund

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget)	(K)= J-A Change from FY 03
0011 Regular Pay - Cont Full Time	2,982,275	2,846,719	0	0	0	2,846,719	0	0	0	2,846,719	-135,556
0013 Additional Gross Pay	138,470	70,000	0	0	0	70,000	0	0	0	70,000	-68,470
0014 Fringe Benefits - Curr Personnel	605,579	477,077	0	0	0	477,077	0	0	0	477,077	-128,502
0015 Overtime Pay	0	65,000	0	0	0	65,000	0	0	0	65,000	65,000
Total: **Personal Services**	3,726,324	3,458,796	0	0	0	3,458,796	0	0	0	3,458,796	-267,528
0020 Supplies And Materials	98,702	167,562	-82	0	0	167,480	0	0	0	167,480	68,778
0030 Energy, Comm. And Bldg Rentals	164,495	202,970	0	0	38,480	241,450	0	0	0	241,450	76,955
0031 Telephone, Telegraph, Telegram, Etc	341,350	113,794	0	0	62,002	175,796	0	0	0	175,796	-165,554
0032 Rentals - Land And Structures	1,267,199	821,005	0	0	-243,620	577,385	0	0	0	577,385	-689,814
0033 Janitorial Services	101,772	90,918	0	0	40,044	130,962	0	0	0	130,962	29,190
0034 Security Services	216,309	233,511	0	0	60,828	294,339	0	0	0	294,339	78,030
0040 Other Services And Charges	1,279,170	1,669,347	0	0	0	1,669,347	0	0	0	1,669,347	390,177
0041 Contractual Services - Other	0	230,000	0	0	0	230,000	0	0	0	230,000	230,000
0070 Equipment & Equipment Rental	0	207,500	0	0	0	207,500	0	0	0	207,500	207,500
Total: **Non Personal Services**	3,468,997	3,736,607	-82	0	-42,266	3,694,259	0	0	0	3,694,259	225,262
Fund Total 0100 Local Fund	7,195,321	7,195,403	-82	0	-42,266	7,153,055	0	0	0	7,153,055	-42,266

Baseline and Adjustments Agency by Fund and Object Class

AM0 OFFICE OF PROPERTY MANAGEMENT

Fund 0600 Special Purpose Revenue Fund

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget)	(K)= J-A Change from FY 03
0011 Regular Pay - Cont Full Time	328,808	375,609	0	0	0	375,609	0	0	0	375,609	46,801
0013 Additional Gross Pay	5,000	0	0	0	0	0	0	0	0	0	-5,000
0014 Fringe Benefits - Curr Personnel	45,622	60,897	0	0	0	60,897	0	0	0	60,897	15,275
0015 Overtime Pay	0	5,000	0	0	0	5,000	0	0	0	5,000	5,000
Total: **Personal Services**	379,430	441,506	0	0	0	441,506	0	0	0	441,506	62,076
0020 Supplies And Materials	43,226	150,000	0	0	0	150,000	0	0	0	150,000	106,774
0032 Rentals - Land And Structures	300,000	497,000	0	0	32,832	529,832	0	0	0	529,832	229,832
0040 Other Services And Charges	203,049	445,600	0	0	0	445,600	0	0	0	445,600	242,551
0041 Contractual Services - Other	717,893	1,361,000	0	0	0	1,361,000	0	0	0	1,361,000	643,107
0070 Equipment & Equipment Rental	50,000	80,000	0	0	0	80,000	0	0	0	80,000	30,000
Total: **Non Personal Services**	1,314,168	2,533,600	0	0	32,832	2,566,432	0	0	0	2,566,432	1,252,264
Fund Total 0600 Special Purpose Reven	1,693,598	2,975,106	0	0	32,832	3,007,938	0	0	0	3,007,938	1,314,340

Baseline and Adjustments Agency by Fund and Object Class

AM0 OFFICE OF PROPERTY MANAGEMENT

Fund 0700 Intra-District Fund

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget)	(K)= J-A Change from FY 03
0011 Regular Pay - Cont Full Time	7,050,306	7,708,621	0	0	0	7,708,621	0	0	0	7,708,621	658,315
0013 Additional Gross Pay	390,300	225,000	0	0	0	225,000	0	0	0	225,000	-165,300
0014 Fringe Benefits - Curr Personnel	1,288,579	1,310,181	0	0	0	1,310,181	0	0	0	1,310,181	21,602
0015 Overtime Pay	0	255,000	0	0	0	255,000	0	0	0	255,000	255,000
Total: **Personal Services**	8,729,185	9,498,802	0	0	0	9,498,802	0	0	0	9,498,802	769,617
0020 Supplies And Materials	618,904	270,000	0	0	0	270,000	0	0	0	270,000	-348,904
0030 Energy, Comm. And Bldg Rentals	22,216	30,000	0	0	5,688	35,688	0	0	0	35,688	13,472
0031 Telephone, Telegraph, Telegram, Etc	170,675	113,794	0	0	62,002	175,796	0	0	0	175,796	5,121
0032 Rentals - Land And Structures	191,810	190,000	0	0	-56,380	133,620	0	0	0	133,620	-58,190
0033 Janitorial Services	13,684	15,000	0	0	6,607	21,607	0	0	0	21,607	7,923
0040 Other Services And Charges	710,462	450,235	0	0	0	450,235	0	0	0	450,235	-260,227
0041 Contractual Services - Other	26,039,528	30,690,386	0	0	0	30,690,386	0	0	0	30,690,386	4,650,858
0070 Equipment & Equipment Rental	0	302,563	0	0	0	302,563	0	0	0	302,563	302,563
Total: **Non Personal Services**	27,767,279	32,061,978	0	0	17,917	32,079,895	0	0	0	32,079,895	4,312,616
Fund Total 0700 Intra-District Fund	36,496,464	41,560,780	0	0	17,917	41,578,697	0	0	0	41,578,697	5,082,233
Total for AM0 Office of Property Managem	45,385,383	51,731,289	-82	0	8,483	51,739,690	0	0	0	51,739,690	6,354,307

Baseline and Adjustments Agency by Program, and Object Class

AM0 OFFICE OF PROPERTY MANAGEMENT

Program 1000 AGENCY MGMT PROGRAM

Comptroller Source Group (Object Class 2)	(A)	(B)	(C)	(D)	(E)	(F)= B+C+D+E	(G)	(H)	(I)	(J)= F+G+H+I	(K)= J-A
	FY 2003 Proposed	Agency 2004 Request	OBP Baseline Scrub	Agency Appeals	OBP Centralized Adjustments	OBP Recommended Baseline	Spending Pressures	Target Adjustment	Mayors Adjustment	Mayors Proposed Budget)	Change from FY 03
0011 Regular Pay - Cont Full Time	10,361,389	1,013,495	0	0	0	1,013,495	0	0	0	1,013,495	-9,347,894
0013 Additional Gross Pay	533,770	15,000	0	0	0	15,000	0	0	0	15,000	-518,770
0014 Fringe Benefits - Curr Personnel	1,939,780	166,913	0	0	0	166,913	0	0	0	166,913	-1,772,867
0015 Overtime Pay	0	14,700	0	0	0	14,700	0	0	0	14,700	14,700
Total: **Personal Services**	12,834,939	1,210,108	0	0	0	1,210,108	0	0	0	1,210,108	-11,624,831
0020 Supplies And Materials	760,832	43,000	0	0	0	43,000	0	0	0	43,000	-717,832
0030 Energy, Comm. And Bldg Rentals	186,711	202,970	0	0	38,480	241,450	0	0	0	241,450	54,739
0031 Telephone, Telegraph, Telegram, Etc	512,025	113,794	0	0	62,002	175,796	0	0	0	175,796	-336,229
0032 Rentals - Land And Structures	1,759,009	821,005	0	0	-243,620	577,385	0	0	0	577,385	-1,181,624
0033 Janitorial Services	115,456	90,918	0	0	40,044	130,962	0	0	0	130,962	15,506
0034 Security Services	216,309	233,511	0	0	60,828	294,339	0	0	0	294,339	78,030
0040 Other Services And Charges	2,192,681	110,000	0	0	0	110,000	0	0	0	110,000	-2,082,681
0041 Contractual Services - Other	26,757,421	185,000	0	0	0	185,000	0	0	0	185,000	-26,572,421
0070 Equipment & Equipment Rental	50,000	157,500	0	0	0	157,500	0	0	0	157,500	107,500
Total: **Non Personal Services**	32,550,444	1,957,698	0	0	-42,266	1,915,432	0	0	0	1,915,432	-30,635,012
Program 1000 AGENCY MGMT PROGRAM	45,385,383	3,167,806	0	0	-42,266	3,125,540	0	0	0	3,125,540	-42,259,843

Baseline and Adjustments Agency by Program, and Object Class

AM0 OFFICE OF PROPERTY MANAGEMENT

Program 2000 ASSET MANAGEMENT

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget)	(K)= J-A Change from FY 03
0011 Regular Pay - Cont Full Time	0	3,307,253	0	0	0	3,307,253	0	0	0	3,307,253	3,307,253
0013 Additional Gross Pay	0	45,000	0	0	0	45,000	0	0	0	45,000	45,000
0014 Fringe Benefits - Curr Personnel	0	541,160	0	0	0	541,160	0	0	0	541,160	541,160
0015 Overtime Pay	0	30,000	0	0	0	30,000	0	0	0	30,000	30,000
Total: **Personal Services**	0	3,923,413	0	0	0	3,923,413	0	0	0	3,923,413	3,923,413
0020 Supplies And Materials	0	185,000	0	0	0	185,000	0	0	0	185,000	185,000
0032 Rentals - Land And Structures	0	497,000	0	0	32,832	529,832	0	0	0	529,832	529,832
0040 Other Services And Charges	0	1,815,082	0	0	0	1,815,082	0	0	0	1,815,082	1,815,082
0041 Contractual Services - Other	0	10,493,904	0	0	0	10,493,904	0	0	0	10,493,904	10,493,904
0070 Equipment & Equipment Rental	0	30,000	0	0	0	30,000	0	0	0	30,000	30,000
Total: **Non Personal Services**	0	13,020,986	0	0	32,832	13,053,818	0	0	0	13,053,818	13,053,818
Program 2000 ASSET MANAGEMENT	0	16,944,399	0	0	32,832	16,977,231	0	0	0	16,977,231	16,977,231

Baseline and Adjustments Agency by Program, and Object Class

AM0 OFFICE OF PROPERTY MANAGEMENT

Program 3000 FACILITY OPERATIONS

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget)	(K)= J-A Change from FY 03
0011 Regular Pay - Cont Full Time	0	3,861,309	0	0	0	3,861,309	0	0	0	3,861,309	3,861,309
0013 Additional Gross Pay	0	85,000	0	0	0	85,000	0	0	0	85,000	85,000
0014 Fringe Benefits - Curr Personnel	0	644,259	0	0	0	644,259	0	0	0	644,259	644,259
0015 Overtime Pay	0	80,300	0	0	0	80,300	0	0	0	80,300	80,300
Total: **Personal Services**	0	4,670,868	0	0	0	4,670,868	0	0	0	4,670,868	4,670,868
0020 Supplies And Materials	0	324,562	-82	0	0	324,480	0	0	0	324,480	324,480
0040 Other Services And Charges	0	555,100	0	0	0	555,100	0	0	0	555,100	555,100
0041 Contractual Services - Other	0	6,469,615	0	0	0	6,469,615	0	0	0	6,469,615	6,469,615
0070 Equipment & Equipment Rental	0	252,563	0	0	0	252,563	0	0	0	252,563	252,563
Total: **Non Personal Services**	0	7,601,840	-82	0	0	7,601,758	0	0	0	7,601,758	7,601,758
Program 3000 FACILITY OPERATIONS	0	12,272,708	-82	0	0	12,272,626	0	0	0	12,272,626	12,272,626

Baseline and Adjustments Agency by Program, and Object Class

AM0 OFFICE OF PROPERTY MANAGEMENT

Program 4000 PROTECTIVE SERVICES

Comptroller Source Group (Object Class 2)	(A)	(B)	(C)	(D)	(E)	(F)= B+C+D+E	(G)	(H)	(I)	(J)= F+G+H+I	(K)= J-A
	FY 2003 Proposed	Agency 2004 Request	OBP Baseline Scrub	Agency Appeals	OBP Centralized Adjustments	OBP Recommended Baseline	Spending Pressures	Target Adjustment	Mayors Adjustment	Mayors Proposed Budget)	Change from FY 03
0011 Regular Pay - Cont Full Time	0	2,748,892	0	0	0	2,748,892	0	0	0	2,748,892	2,748,892
0013 Additional Gross Pay	0	150,000	0	0	0	150,000	0	0	0	150,000	150,000
0014 Fringe Benefits - Curr Personnel	0	495,823	0	0	0	495,823	0	0	0	495,823	495,823
0015 Overtime Pay	0	200,000	0	0	0	200,000	0	0	0	200,000	200,000
Total: **Personal Services**	0	3,594,715	0	0	0	3,594,715	0	0	0	3,594,715	3,594,715
0020 Supplies And Materials	0	35,000	0	0	0	35,000	0	0	0	35,000	35,000
0030 Energy, Comm. And Bldg Rentals	0	30,000	0	0	5,688	35,688	0	0	0	35,688	35,688
0031 Telephone, Telegraph, Telegram, Etc	0	113,794	0	0	62,002	175,796	0	0	0	175,796	175,796
0032 Rentals - Land And Structures	0	190,000	0	0	-56,380	133,620	0	0	0	133,620	133,620
0033 Janitorial Services	0	15,000	0	0	6,607	21,607	0	0	0	21,607	21,607
0040 Other Services And Charges	0	85,000	0	0	0	85,000	0	0	0	85,000	85,000
0041 Contractual Services - Other	0	15,132,867	0	0	0	15,132,867	0	0	0	15,132,867	15,132,867
0070 Equipment & Equipment Rental	0	150,000	0	0	0	150,000	0	0	0	150,000	150,000
Total: **Non Personal Services**	0	15,751,661	0	0	17,917	15,769,578	0	0	0	15,769,578	15,769,578
Program 4000 PROTECTIVE SERVICES	0	19,346,376	0	0	17,917	19,364,293	0	0	0	19,364,293	19,364,293
Total Office of Property Management	45,385,383	51,731,289	-82	0	8,483	51,739,690	0	0	0	51,739,690	6,354,307