

2016 Supplemental Operating Budget Request





STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson Street SE, Olympia, WA 98501

October 2, 2015

David Schumacher, Director
Office of Financial Management
PO Box 43113
Olympia, WA 98504-3113

Re: 2016 Supplemental Operating Budget Request: 2015-2017

Dear Mr. Schumacher:

I am pleased to submit to you the Department of Enterprise Services' 2016 Supplemental Operating Budget Request: 2015-2017. We are aware that the supplemental request should only address non-discretionary changes in legally-mandated caseloads or workloads, correct technical problems in the enacted budget, additional federal or private/local funding expected to be received for the remainder of the biennium, and highest priority policy enhancements or resource reprogramming proposals consistent with Governor Inslee's priority goal areas under Results Washington. The 2016 Supplemental Operating Budget Request has been developed to address only these kinds of issues.

Identified below is the prioritized list of decision packages included in this request and a short statement of what the packet will correct.

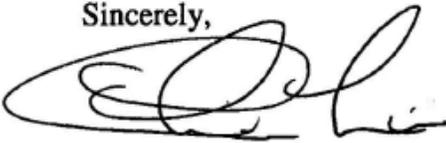
<u>Priority</u>	<u>Operating Budget Request</u>	<u>Revenue</u>
1.	Small Agency Human Resource Services - This package would restore full funding to the Department of Enterprise Services (DES) for providing small agency human resource (HR) services to over 30 small agencies.	\$639,000
2.	Utilities Adjustment - DES has the responsibility of providing a safe and secure Capitol Campus with facilities that meet client agency needs. Timing of contract negotiations for security, fire protection, and elevator maintenance services does not align with the deadlines for the statewide budget cycle resulting in a shortfall of funding in the DES budget for services provided by the Washington State Patrol (WSP), the Olympia Fire Department (OFD), and Kone Inc. (Elevator Contractor). This decision package requests funding and revenue authority to bring the budget into alignment with the costs of these required contracts.	\$1,756,000

3. Natural Resources Building Parking Garage Debt Service - Second Engrossed House Bill 1115 subsection 7002.(4), of the 2015-17 Capital Budget, authorized DES \$8,077,000 in Certificate of Participation (COP) financing to repair the Natural Resources Building (NRB) parking garage fire suppression system but did not provide for revenue necessary to support the debt service payments. This package requests revenue to support the required debt service payments. \$766,000

4. Capitol Lake Long Term Management Plan - Section 1095 of the 2015-17 Capital Budget, Second Engrossed House Bill 1115, designated \$250,000 from the Enterprise Services Account (Fund 422) for DES to accomplish specified duties pertaining to planning for the long term management of the Capitol Lake. This decision package requests that the Public and Historic Facilities fee be increased to fund this initiative. \$250,000

We look forward to working with your staff, the Governor's Office and the Legislature to clarify and gain support of our budget. Please let us know if we can assist you in any way with evaluating these requests or strategies. You may contact Annette Meyer at (360) 407-9222 or Jamie Langford at (360) 407-8979 for assistance. Thank you.

Sincerely,



Chris Liu
Director

Contents

Transmittal Letter	3
Recommendation Summary	7
M2-HR Small Agency Human Resource Services	9
M2-8U Utility Rate Adjustments	15
M2-DS Natural Resource Building Debt Service	25
M2-CL Capitol Lake	29
Summarized Revenue Report.....	33
Request for Fees	35

Recommendation Summary

Agency: 179 Department of Enterprise Services

3:10:47PM

10/2/2015

Dollars in Thousands

	Annual Average FTEs	General Fund State	Other Funds	Total Funds
2015-17 Current Biennium Total				
Total Carry Forward Level				
Percent Change from Current Biennium				
Carry Forward plus Workload Changes				
Percent Change from Current Biennium				
M2 8U Utility Rate Adjustments		170	1,086	1,256
M2 CL Capitol Lake				
M2 DS NRB Debt Service				
M2 HR Small Agency Human Resource Service				
Total Maintenance Level		170	1,086	1,256
Percent Change from Current Biennium				
Subtotal - Performance Level Changes	0.0			
2015-17 Total Proposed Budget		170	1,086	1,256
Percent Change from Current Biennium				

Recommendation Summary

Agency: 179 Department of Enterprise Services

3:10:47PM

10/2/2015

Dollars in Thousands

Annual Average FTEs	General Fund State	Other Funds	Total Funds
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M2 8U Utility Rate Adjustments

The Department of Enterprise Services (DES) has the responsibility of providing a safe and secure Capitol Campus with facilities that meet client agency needs. DES partners with the Washington State Patrol (WSP), the Olympia Fire Department (OFD), and Kone Inc. to provide security, fire protection, and elevator maintenance services, respectively. DES has recognized that the timing of contract negotiations does not align with the deadlines for the statewide budget cycle resulting in a short fall of funding in the DES budget for services provided by WSP, OFD, and Kone (Elevator Contractor). This decision package requests funding to remedy the prior period and current period short fall of these three contracts.

M2 CL Capitol Lake

Section 1095 of the 2015-17 Capital Budget Bill, Second Engrossed House Bill 1115, designated \$250,000 from the Enterprise Services Account (Fund 422) for the Department of Enterprise Services (DES) to accomplish specified duties pertaining to planning for the long term management of the Capitol Lake. The Enterprise Services Account is a proprietary account that is funded by revenues from client agencies. This decision package requests authority for DES to raise the rate for the Public and Historic Facilities charge in the Central Service Billing Model to collect the revenues to fund this initiative.

M2 DS NRB Debt Service

Second Engrossed House Bill 1115 subsection 7002.(4), of the 2015-17 capital budget, authorized the Department of Enterprise Services (DES) \$8,077,000 in alternative financing to repair the Natural Resources Building (NRB) parking garage fire suppression system. The operating budget for 2015-17, however, did not authorize the DES to collect the necessary revenues to pay for the debt service on this financing. This decision package requests the increased revenues, and increased parking rates, necessary to pay the debt service on this approved capital project.

M2 HR Small Agency Human Resource Service

This package would restore funding to the Department of Enterprise Services (DES) for providing small agency Human Resource (HR) services to over 30 small agencies. Through DES, small agencies have access to dedicated HR specialists necessary to support their needs at a fraction of the cost than if these services were replicated in each agency. Providing small agencies access to these professional services significantly reduces financial and legal risk to the state. The enacted FY 15 budget reduced funding equivalent to the cost of providing small agency HR services. While DES has implemented additional efficiencies, and identified temporary means to close the remaining fiscal gap, the agency will need to discontinue HR services in FY 17 if sufficient funding is not provided to maintain operations.

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: HR Small Agency Human Resource Service

Budget Period: 2015-17
Budget Level: M2 - Inflation and Other Rate Changes

Recommendation Summary Text:

This package would restore funding to the Department of Enterprise Services (DES) for providing small agency Human Resource (HR) services to over 30 small agencies. Through DES, small agencies have access to dedicated HR specialists necessary to support their needs at a fraction of the cost than if these services were replicated in each agency. Providing small agencies access to these professional services significantly reduces financial and legal risk to the state. The enacted FY 15 budget reduced funding equivalent to the cost of providing small agency HR services. While DES has implemented additional efficiencies, and identified temporary means to close the remaining fiscal gap, the agency will need to discontinue HR services in FY 17 if sufficient funding is not provided to maintain operations.

Fiscal Detail

Operating Expenditures **Total**

Total Cost

Revenue

<u>Fund</u>	<u>Source</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>Total</u>
422Enter Serv Account	0420 Charges for Services		639,000	639,000
Total Revenue			639,000	639,000

Package Description:

Background:

The 2011 Senate Bill 5931 created DES with the goal of reorganizing and streamlining central service functions, powers, and duties of state government. Part of this consolidation of services was the financial and HR components of Small Agency Client Services, formerly provided by OFM and the Department of Personnel (DOP), being transferred to DES.

DES small agency financial services provide efficient, centrally-located accounting, budgeting, and payroll services for 40 small agencies. DES small agency HR services provide recruitment, classification, employee relations, performance management, HR consultation and technical support to over 30 small agencies. As a result, small agencies have access to dedicated HR and Finance specialists necessary to support their needs at a fraction of the cost than if these services were replicated in each agency. The agencies are able to focus their limited resources on their core missions and strategic plans. DES provides small agency financial and HR services in an efficient and effective manner while meeting state and federal requirements.

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: HR Small Agency Human Resource Service

DES serves a range of agencies with as few as two staff and up to agencies with over 100 staff. Economies of scale create the ability to provide these services with teams that are specialists in their fields. As part of the larger DES Finance and HR divisions, dedicated small agency staff are able to draw upon a deep pool of experts in multiple HR and finance disciplines.

A key premise of the DES consolidation was that it could create economies of scale that enable the delivery of enhanced services at an improved unit cost. DES found this was indeed the case with small agency HR services. DES began operations with an HR team of 25 including a nine-FTE team dedicated to small agency services with an annual budget of \$1 million. For the 2013-15 biennium DES had evolved to an integrated HR team of 19 FTEs with a proposed small agency services budget of only \$.7 million per year—a reduction of 33%. Even after absorbing the significantly greater cost of 1500 Jefferson Rent and the 3% salary restoration, DES expected in 2013-15 to reduce the total cost of small agency services by about 13% over the previous biennium.

The 2014 Supplemental Budget passed by the legislature reduced funding equivalent to the amount for small agency HR services and transferred the expenditure authority to OFM. As a result of Governor Inslee's veto, DES continued to provide small agency financial and HR services, but the full funding was not restored. The 2015-17 budget formally transferred the services back to DES, but did not restore the funding level. Approximately 22 employees provide different combinations of HR and Finance support for 40 agencies.

Current Situation:

DES had experience and success in reducing the costs of small agency services, and given the critical nature of these services to small agencies, pledged to redouble its efforts with an aim to come as close as possible to the budget constraint. The agency has conducted several Lean efforts and has continued to standardize and improve services, making them even more efficient. Through meetings with customers following the 2014 session, we identified process improvements and lower-valued activities that could be eliminated.

Our estimated annual cost of operations for HR and Finance in 2015-2017, including the new compensation changes, are \$639,000 and \$2.2 million. The gap between the need of \$2.839 million and the current authority level of \$2.2 million is \$639,000. We do not foresee the ability to make further material reductions to close this gap.

For FY 16, we have some available fund balance that can be used to close the gap for the HR services. However, beginning in FY 17, DES would need to discontinue small agency HR services if regular funding is not restored.

Proposed Solution:

This decision package proposes that DES continue to provide small agency HR services and that the necessary funding of \$639,000 be added to the budget.

An adjustment of the rates charged to small agencies is also needed, not only to reflect the new funding level, but also to properly assign costs to agencies based on the services received. In FY 15, the legislative budget eliminated the charges for HR services. The Governor's veto message clarified the intent to continue providing both HR and Finance services at the lower cost. However the budget was not adjusted in customer budgets to reflect the proportion of HR and Finance services received.

Narrative Justification and Impact Statement

What specific performance outcomes does the agency expect?

There would be no change in current service delivery with this package, beyond continued service improvements. Continuity of service would be maintained, as without the additional funding, DES will not be able to continue to provide HR services at a loss indefinitely.

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: HR Small Agency Human Resource Service

The Workforce Support Division (HR) in the last year has implemented a comprehensive customer satisfaction and process improvement process. Through on-going customer satisfaction interviews, the division identifies service level gaps, enacts process improvements, then gathers numeric and narrative feedback to understand whether or not improvements have been effective. For small agency HR services, customers identified three categories for improvement: expansion of current offerings (e.g. best practices, wellness, partnership on statewide initiatives like Executive Orders and CTR), work standardization/consistency (e.g. process standardization), and further development of the HR Toolkit we currently offer. In each improvement category, DES has identified specific process or service improvements and will measure those improvements through continuous customer feedback.

Performance Measure Detail

Activity:

Incremental Changes

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

This package would allow the agency to continue to reduce the cost of state government by providing cost effective financial and HR services to small agencies.

Does this DP provide essential support to one or more of the Governor's Results Washington priorities?

Yes, this will provide essential support to Goal 5 - Efficient, Effective and Accountable Government. DES fosters the culture of continuous process and customer relations improvement. DES has automated and standardized numerous processes, increased effective financial and HR reporting and communications with our partner agencies, and has become more cost-effective in the process.

What are the other important connections or impacts related to this proposal?

DES does not have funding sufficient to continue to provide HR services after FY 16 unless customers are able to pay for those services. Agencies would not have adequate capacity on their own to perform personnel transactions, performance management (including investigations), organizational consultation, talent acquisition and talent retention. This creates significant risk for the employees, the agencies and the state. Research demonstrates the value of HR in key areas, particularly for small organizations unable to adequately fund HR services on their own:

1. Non-compliance claims and employment tort reduction: Chubb research claims HR compliance function can help reduce an organization's risk by effectively communicating compliance standards and procedures, training employees, incorporating regulatory changes into company policy, and ensuring overall accountability. This is critical for small agencies when employment practices liability lawsuits cost an average of \$63,114 per lawsuit.
2. Performance management/employee engagement: According to CLC research, quality HR business partner consultation delivers a 19-25% improvement in employee performance. HR's role is particularly critical in supervisory improvement and its impact on employee performance and engagement.
3. Talent Acquisition: organizations typically spend between four and six thousand dollars for each vacancy filled (more for small organizations), not including productivity loss during vacancy, on-boarding and training costs. The most important mitigation strategy

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: HR Small Agency Human Resource Service

is quality HR support for rapid and correct hiring.

4. Talent Retention: Many studies show that the total cost of losing an employee is significant, ranging from tens of thousands of dollars in readily-filled roles to 1.5-2 times the annual salary for the position in question. HR consultation on employee development and career paths is one of the most effective ways to mitigate retention costs.

When the availability of HR services was at risk as a result of the 2014 legislative budget, small agency customers expressed great concerns.

The table (Please refer to the attached Word document) does not list the full breadth of fundamental services provided by DES HR to small agencies (e.g. classification, organizational development consultation, employee relations, policy development). However, it does provide examples of the volumes of HR transactions and activities that DES supports for small agencies receiving HR services over the past biennium.

Service	Activity
Personnel Transactions	DES is responsible for the accurate data entry of personnel transactions for new hires, promotions, completion of in-training, transfers, terminations, non-permanent appointments etc. DES provides reports out of the Human Resource Management System (HRMS) and Business Intelligence (BI) to monitor Periodic Increment Dates (PIDS), seniority and anniversary date adjustments and advancing employees to the Step M pay range. DES processed the following 2369 HRMS actions: <ul style="list-style-type: none"> • 1195 position actions • 1174 person actions, including: <ul style="list-style-type: none"> • 408 Appointment Changes • 137 Change of Status • 5 Concurrent Employment • 17 Leave of Absence – Active • 128 New Hires • 45 Rehires • 28 Return from Leave of Absence • 406 separations
Talent Acquisition	DES provided full recruitment services for 271 recruitments for small agencies including 68 Exempts, 18 WMS and 185 classified.
Performance Management	Provide consultation on performance appraisals, performance communication strategies and assist in setting expectations. Consult on corrective and disciplinary actions; assist with documentation, and processing including development of disciplinary letters. Provide tools and checklists. DES conducts investigations requested by agencies and provides reports to the appointing authority. DES provides training on HR topics such as sexual harassment and workplace violence. During the last biennium, DES conducted nine personnel investigations for small agency clients at an estimated cost of \$26,000.

Other state programs will be impacted because selecting greater-cost alternatives to providing financial and HR services to small agencies would reduce state funds available for other priorities. If no HR services are available to small agencies, the state increases its risk in the area of legal employment liabilities. This eventually could lead to the need for the state to redirect resources from other priorities to resolving employment disputes and claims.

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: HR Small Agency Human Resource Service

What alternatives were explored by the agency, and why was this alternative chosen?

The agency has extensively explored and implemented strategies to reduce the cost of delivering these services . Changes in the customer base and the creation of WATech (with the transfer of DES HR and Finance staff to the new agency) has decreased the economies of scale opportunities in the short run. Additional efficiencies might be possible with better technology to support business processes, but these investments would cost more in the short run.

Fund balance inherited by DES from fees collected by the former Department of Personnel for services which included small agency HR can be used in FY 16 as a temporary funding source for these services. However, this is a temporary solution. DES cannot continue to offer the service without a funding source.

What are the consequences of adopting or not adopting this package?

Adequate funding to provide vital HR services to small agencies would not exist for FY 17. DES will need to discontinue these services.

Please see additional notes at "impacts on clients and services".

What is the relationship, if any, to the state's capital budget?

There is no relationship to the capital budget.

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

No statutes or rules would be required to be changed.

Expenditure and revenue calculations and assumptions

It is assumed that revenue will be collected to cover the costs of providing small agency HR services . It is further assumed that DES expenditures would not change as a part of this decision package. However client agency budgets would be adjusted to include the proper amounts by agency to pay for the set of HR and finance services they receive .

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

Object Detail

Total

A

B

FY 2016

FY 2017

Attachments:

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: HR Small Agency Human Resource Service

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: 8U Utility Rate Adjustments

Budget Period: 2015-17
Budget Level: M2 - Inflation and Other Rate Changes

Recommendation Summary Text:

The Department of Enterprise Services (DES) has the responsibility of providing a safe and secure Capitol Campus with facilities that meet client agency needs. DES partners with the Washington State Patrol (WSP), the Olympia Fire Department (OFD), and Kone Inc. to provide security, fire protection, and elevator maintenance services, respectively. DES has recognized that the timing of contract negotiations does not align with the deadlines for the statewide budget cycle resulting in a short fall of funding in the DES budget for services provided by WSP, OFD, and Kone (Elevator Contractor). This decision package requests funding to remedy the prior period and current period short fall of these three contracts.

Fiscal Detail

Operating Expenditures	<u>FY 2016</u>	<u>FY 2017</u>	<u>Total</u>
001-1 General Fund - Basic Account-State	85,000	85,000	170,000
045-6 State Vehicle Parking Account-Non-Appropriat	118,000	118,000	236,000
422-6 Enterprise Services Account-Non-Appropriated	425,000	425,000	850,000
Total Cost	628,000	628,000	1,256,000

Revenue

<u>Fund</u>	<u>Source</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>Total</u>
045 State V Parking Acct	0402 Income From Property	155,000	155,000	310,000
422 Enter Serv Account	0402 Income From Property	516,000	516,000	1,032,000
422 Enter Serv Account	0420 Charges for Services	207,000	207,000	414,000
Total Revenue		878,000	878,000	1,756,000

Package Description:

The Department of Enterprise Services (DES) has the responsibility of providing a safe and secure Capitol Campus with facilities that meet client agency needs. DES partners with the Washington State Patrol (WSP), the Olympia Fire Department (OFD), and Kone Inc. to provide security, fire protection, and elevator maintenance services, respectively. DES has recognized that the timing of contract negotiations does not align with the deadlines for the statewide budget cycle resulting in a short fall of funding in the DES budget for services provided by WSP, OFD, and Kone. This decision package requests funding to remedy the prior period and current period shortfall of these three contracts.

Narrative Justification and Impact Statement

Agency: 179 Department of Enterprise Services**Decision Package Code/Title: 8U Utility Rate Adjustments*****What specific performance outcomes does the agency expect?***

The Washington State Patrol (WSP) and the Olympia Fire Department (OFD) provide essential life safety services of security and fire protection services to the Capitol Campus ensuring a safe environment, the continuity of state government operations, and the access of citizens to their state government. Kone Incorporated (Kone) provides essential maintenance services for elevators, and other conveyance systems, ensuring fully functioning state owned facilities.

In the 2013-15 and the current 2015-17 biennium, DES experienced a shortfall in the Enterprise Services Account (Fund 422-6). Funding for these essential services is collected from three sources in the Central Service Billing Model; Campus Rent - Employee Parking, Campus Rent - Utilities, and the Public and Historic Facilities fee. The past practice has been for WSP, OFD and DES to negotiate the biennial contracts at the end of the prior biennium. This practice has resulted in DES rates not including the incremental adjustments from our partner agencies from one biennium to the next creating significant operating losses in the following Business Lines: On Campus Office Facilities, Off Campus Office Facilities, Public & Historic Facilities and Parking. In order for the timing of the WSP and OFD contracts to align with the state's budget cycle, DES has agreed to enter into a one year contract moving the rotation of the contracts to the same timing as the budget request cycles.

Renegotiations for the statewide master contract for the Kone contract for elevator services, followed by DES renegotiating a contract specific to Capitol Campus needs for 15-17 was not completed until April 1, 2015. Due to the timing of this renegotiation, DES rates were not increased to account for the significant increase in the new contract.

Performance Measure Detail**Activity: B017 Housing State Government****Incremental Changes**

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

Is this decision package essential to implement a strategy identified in the agency's strategic plan If so, please describe?
DES seeks to deliver exceptional services. Significant keystones of exceptional services include safety, security, and the continuity of operations. The services provided by the WSP, OFD, and Kone contracts contribute to these keystones in the following ways :

The WSP contract provides for the following services:

* WSP provides security and law enforcement support for campus events and spontaneous demonstrations, examples of this service included the following in 2014:

- o 69 demonstrations
- o 637 permitted events
- o 370 law enforcement responses including suspicious persons and threats

* The area served includes:

- o 486 acres of campus grounds, including eight parks
- o 4,155,983 gsf of buildings and garages
- o Parking enforcement of 5,640 stalls
- o 500,000 citizens annually visiting the campus

* These services are provided by a Capitol Campus detachment consisting of:

- o 8 FTE - Troopers
- o 1 FTE - Sergeant

Agency: 179 Department of Enterprise Services

Decision Package Code/Title: 8U Utility Rate Adjustments

- o .5 - FTE Lieutenant
- o .25 - FTE Captain
- o 1 - FTE Administrative Assistant 3
- * Hours of coverage with current staffing levels: 5:00 a.m. - 1:00 a.m. daily

The OFD contract provides for the following services:

- * 24/7 fire and emergency medical response services to the campus, which consists of:
 - o 486 acres of campus grounds, including eight parks
 - o 4,155,983 gsf of buildings and garages
- * Increases to the contract include:
 - o The Contract increased by 10.33% from 2011-13 to 2013-15 and another 12.72% from 2013-15 to 2015-17 due to the

following:

- Prior to 2011-13 the rate had been the same at \$.18 per gsf for 05-07, 07-09, and 09-11.
- The rate in 2015-17 is \$.22 per gsf
- Addition of Fire Station 4 and 13 and additional FTEs
- Increases in firefighter and mechanics salaries and benefits as well as an increase in L&I fees for the mechanics

Kone provides for the following services:

* 24/7 emergency and maintenance services for over 50 elevators and conveyance systems in DES owned facilities throughout the state. Services provided by the contractor include:

- o Emergency, maintenance and repair by journeymen elevator mechanics with 5 plus years of experience
- o Corrections and testing to ensure compliance with Dept of Labor and Industries safety requirements

* A comparison of the changes to the contract due to renegotiation of the master contract in FY15 include :

- o Terms and rates under the previous contract were:

- For the period 5/1/07 through 4/30/10, the "Not to Exceed" contract amount was \$1,263,858
- Hourly Rates-Straight Time
- Mechanic \$55.22
- Mechanic in Charge \$60.60

- o Terms and rates under the new contract are:

- For the period 4/1/15 through 3/31/17, the "Not to Exceed" contract amount is \$1,700,000, an increase of \$436,142.
- Hourly Rates-Straight Time
- Mechanic \$169.99
- Helper \$143.18
- Team \$313.17
- Foreman \$185.98

Does this DP provide essential support to one or more of the Governor's Results Washington priorities?

All three contracts for WSP, OFD and Kone provide essential support to Results Washington Goal #4: Healthy and Safe Communities.

What are the other important connections or impacts related to this proposal?

Agency: 179 Department of Enterprise Services

Decision Package Code/Title: 8U Utility Rate Adjustments

All three of these contracts relate to life safety responsibilities on the Capitol Campus. The primary revenue source is the utilities component in the Central Service Billing Model. Other services covered through this revenue source include electricity, natural gas, storm water, water and irrigation. Irrigation is the only other likely service that may be reduced to accommodate a reduced funding level for these three contracts. Other DES identified strategies for reducing the services funded by these three contracts and several likely outcomes include:

Reduction of the WSP contract to providing services only during Capitol Campus core business hours rather than the 24/7 service currently provided. The likely outcome is an increase in crime such as vandalism, graffiti, thefts, increased vagrancy and homeless camping. Costs to address issues created by not having a secure campus will likely be substantial, in clean up, repairs and replacement, displacing the costs to the Maintenance and Operations budgets. There is an expectation across the Campus that this is a secured environment this creates a monetary risk to the state, if a life safety event occurred and there was no response by WSP this could result in a lawsuit.

Reduction of the Olympia Fire Contract is likely not an option and will require that other activities on the campus be reduced to meet the funding requirements. The only viable option to reduce this cost is to transfer these costs directly to the agencies or tenants on the Capitol Campus based on demand for service from the OFD.

Reduction of the Kone elevator contract would likely result in code compliance issues with the Department of Labor & Industries. The Kone contract includes keeping our elevator/conveyance systems compliant and available for service. If these systems do not meet the L&I requirements/certifications they will likely be locked out making them unavailable forcing the use of auxiliary means of ingress and egress such as stair towers throughout the facilities, and creating compliance issues with Barrier Free code requirements. Elevators that are not calibrated/synchronized can also cause injuries and cost the state in potential lawsuits.

What alternatives were explored by the agency, and why was this alternative chosen?

See above section.

What are the consequences of adopting or not adopting this package?

See two sections above.

What is the relationship, if any, to the state's capital budget?

There is no relationship to the capital budget.

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

No changes would be required.

Expenditure and revenue calculations and assumptions

In in the 2009-11 biennium General Administration (currently DES) was required to hire a third party to ensure that the rates of the agency covered the cost of doing business and the budget was "right sized/reset" to comply with this proviso. No rate adjustment has been received for the OFD and WSP services since that biennium. The analysis below demonstrates the funding deficit for each contract.

OFD, WSP, and Kone Contract Shortfalls

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: 8U Utility Rate Adjustments

See the decision package attachment to view the tables that identify the accumulated deficits.

In addition, see the decision package attachment to view the total revenue and expenditure authority adjustments DES will need in 2015-17 and on an on-going basis. The revenue authority adjustment includes the recovery of the prior period loss. The carryforward for revenue in future biennia will need to be equivalent to the expenditure authority.

Also see the decision package attachment to view the rate increases needed by line of business, for the proposed revenue adjustments requested in this decision package.

The table below identifies the accumulated deficit for the OFD contract beginning in 2009-11 through the 2015-17 budget cycles:

OFD Rate & DES Funding Over Time				
	2013-15		2015-17	
	FY 14	FY 15	*FY 16	*FY 17
DES GSF	4,155,983	4,155,983	4,155,983	4,155,983
Rate per GSF	\$ 0.19	\$ 0.19	\$ 0.22	\$ 0.22
OFD	\$ 808,416	\$ 805,665	\$ 908,288	\$ 908,288
Carry Forward	\$ 738,914	\$ 738,914	\$ 738,914	\$ 738,914
Variance	\$ (69,502)	\$ (66,751)	\$ (169,374)	\$ (169,374)
Analysis:				
Variance for 2013-15	\$ (136,253)			
Variance for 2015-17	\$ (338,749)			
Total Variance	\$ (475,002)			
*Based on current value of contract under negotiation.				

This next table identifies the accumulated deficit for the WSP contract beginning in 2009-11 through the 2015-17 budget cycles:

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: 8U Utility Rate Adjustments

WSP Rate & DES Funding Over Time				
	2013-15		2015-17	
	FY 14	FY 15	*FY 16	*FY 17
WSP Contract	\$ 1,372,360	\$ 1,383,280	\$ 1,480,210	\$ 1,480,210
Carry Forward	\$ 1,219,400	\$ 1,219,400	\$ 1,219,400	\$ 1,219,400
Variance	\$ (152,960)	\$ (163,880)	\$ (260,810)	\$ (260,810)
Prior Period Adjustments	\$ 127,973	\$ 127,352	\$ -	\$ -
Adjusted Variance	\$ (24,987)	\$ (36,528)	\$ (260,810)	\$ (260,810)
Analysis:				
Variance for 2013-15	\$ (61,515)			
Variance for 2015-17	\$ (521,620)			
Total Variance	\$ (583,135)			
*Based on current value of contract under negotiation.				

This next table identifies the accumulated deficit for the Kone contract beginning in 2009-11 through the 2015-17 budget cycles:

Kone Rate & DES Funding Over Time				
	2013-15		2015-17	
	FY 14	FY 15	FY 16	FY 17
Kone Contract	\$ 352,832	\$ 468,896	\$ 456,506	\$ 456,506
Carry Forward	\$ 259,015	\$ 259,015	\$ 259,015	\$ 259,015
Variance	\$ (93,817)	\$ (209,881)	\$ (197,491)	\$ (197,491)
Analysis:				
Variance for 2013-15	\$ (303,698)			
Variance for 2015-17	\$ (394,982)			
Total Variance	\$ (698,680)			

This table below identifies the total revenue and expenditure authority adjustments DES will need in 2015-17 and on an on-going basis. The revenue authority adjustment includes the recovery of the prior period loss. The carryforward for revenue in future biennia will need to be equivalent to the expenditure authority.

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: 8U Utility Rate Adjustments

DES Total Adjustments to Revenue and Expenditure Authorities							
Revenue Adjustments			Expenditure Adjustments				
					FY 16	FY 17	
*2013-2017 Total OFD	\$	(475,002)		*2015-17 OFD Variance	\$	(169,374) \$ (169,374)	
*2013-2017 Total WSP	\$	(583,135)		*2015-17 WSP Variance	\$	(260,810) \$ (260,810)	
*2013-2017 Total Kone	\$	(698,680)		*2015-17 Kone Variance	\$	(197,491) \$ (197,491)	
*2013-2017 Grand	\$	(1,756,817)		*2015-17 Grand	\$	(627,675) \$ (627,675)	
Revenue Adjustments by Fiscal Year (Rounded)			Expenditure Adjustments by Fiscal Year (Rounded)				
		FY 16	FY 17			FY 16	FY 17
Revenue Adjustment-On-	\$	628,000	\$ 628,000	Expenditure Adjustment-On-	\$	628,000	\$ 628,000
Revenue Adjustment-One	\$	250,000	\$ 250,000				
	\$	878,000	\$ 878,000				

*Expenditures only require the on-going adjustments based on the estimated variance for 2015-17. Revenues need the one-time adjustments to restore the fund balance lost in 2013-15.

The table below demonstrates the rate increases needed, by line of business, for the proposed revenue adjustments requested in this decision package.

Agency: **179 Department of Enterprise Services**
 Decision Package Code/Title: **8U Utility Rate Adjustments**

Funding Sources for WSP, OFD, and Kone Contracts by Line of Business						
Contractor	Central Service Billing Model			Fee for Service		Total
	On Campus Office-Utilities & Contracts	PHF	Parking (1)	Off Campus Office	Parking-Employee & Other(1)	
WSP	\$ 128,407	\$ 341,601	\$ 82,872	\$ 6,881	\$ 23,374	\$ 583,135
OFD	\$ 255,906	\$ 21,528	\$ 38,656	\$ 21,861	\$ 137,051	\$ 475,002
Elevator	\$ 441,174	\$ 51,425	\$ 6,437	\$ 176,825	\$ 22,819	\$ 698,680
Grand Total	\$ 825,487	\$ 414,554	\$ 127,965	\$ 205,567	\$ 183,244	\$ 1,756,817
Notes: (1)	Parking is distributed between the CSB 22% and Fee for Service 78% based on the current participation of Revenues.					
Rate Impacts by Contract and Line of Business						
Unit Factor/ Allocation Basis	Central Service Billing Model			Fee for Service		
	On Campus Office-Utilities & Contracts	PHF	Parking (1)	Off Campus Office	Parking-Employee & Other(1)	
	Occupied RSF	Thurston County FTE	Occupied RSF	Occupied RSF	Parking Stall	
Total Units	1,775,898	23,124	1,775,898			
2015-17 Current Rate per Unit	\$ 4.35	\$ 186.47	\$ 0.41	Varies (2)	Varies (3)	
Incremental Increase in Unit Cost						
WSP	\$ 0.04	\$ 7.39	\$ 0.02			
OFD	\$ 0.07	\$ 0.47	\$ 0.01			
Elevator	\$ 0.12	\$ 1.11	\$ 0.00			
Increase Incremental Rate	\$ 0.23	\$ 8.96	\$ 0.04			
2015-17 Adjusted Rate	\$ 4.58	\$ 195.43	\$ 0.45			
Notes: (1)	Parking is distributed between the CSB 22% and Fee for Service 78% based on the current participation of Revenues.					
(2)	Off Campus Rental Rates are negotiated and typically based on Market Rates within the location of the Office Facility. Adjustments to these rates will have to be negotiated with client agencies in DES Off Campus Facilities.					
(3)	Parking stalls, have a variety of rates including; Zoned, Assigned, Agency Assigned, Metered Parking, & Motorcycle. Adjustments to these rates will have to be reviewed with affected stakeholders.					

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: 8U Utility Rate Adjustments

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

On-going and one-time costs are identified in the table labeled: DES Total Adjustments to Revenue and Expenditure Authorities

Object Detail

FY 2016	FY 2017	Total		
	E	628,000	628,000	1,256,000

<u>Object Detail</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>Total</u>
E Goods\OtherServices	628,000	628,000	1,256,000

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: 8U Utility Rate Adjustments

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: DS NRB Debt Service

Budget Period: 2015-17
Budget Level: M2 - Inflation and Other Rate Changes

Recommendation Summary Text:

Second Engrossed House Bill 1115 subsection 7002.(4), of the 2015-17 capital budget, authorized the Department of Enterprise Services (DES) \$8,077,000 in alternative financing to repair the Natural Resources Building (NRB) parking garage fire suppression system. The operating budget for 2015-17, however, did not authorize the DES to collect the necessary revenues to pay for the debt service on this financing. This decision package requests the increased revenues, and increased parking rates, necessary to pay the debt service on this approved capital project.

Fiscal Detail

Operating Expenditures Total

Total Cost

Revenue

<u>Fund</u>	<u>Source</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>Total</u>
045 State V Parking Acct	0402 Income From Property		766,000	766,000
Total Revenue			766,000	766,000

Package Description:

Second Engrossed House Bill 1115 subsection 7002.(4), of the 2015-17 capital budget, authorized the Department of Enterprise Services (DES) \$8,077,000 in alternative financing to repair the Natural Resources Building (NRB) parking garage fire suppression system. The operating budget for 2015-17, however, did not authorize the DES to collect the necessary revenues to pay for the debt service on this financing. This decision package requests the increased revenues, and increased parking rates, necessary to pay the debt service on this approved capital project.

Narrative Justification and Impact Statement

What specific performance outcomes does the agency expect?

The alternative financing authorized to pay for the repairs to the NRB garage fire suppression system will require debt service payments from the State Vehicle Parking Account (Fund 045). Revenues for Fund 045 come mostly from employee and agency parkers on the Capitol Campus. This decision package requests the increased revenues, and increased rates for employee and agency

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: DS NRB Debt Service

parkers, to make the debt service payments.

Performance Measure Detail

Activity: B017 Housing State Government

Incremental Changes

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

DES seeks to deliver exceptional services. Life-safety and continuity of government operations-as ensured by deploying the repairs financed by this decision package-are two keystones of this goal.

Does this DP provide essential support to one or more of the Governor's Results Washington priorities?

Results Washington Goal 5: Efficient, effective & accountable government. This package supports this goal by providing for the safety of lives and property.

What are the other important connections or impacts related to this proposal?

The alternative financing in the capital budget did not provide for revenue necessary to support debt service payments on the Certificate of Participation (COP) funding.

What alternatives were explored by the agency, and why was this alternative chosen?

Since the funding for the project was provided via COP financing, revenue to support the debt service payments is required .

What are the consequences of adopting or not adopting this package?

Work on this critical life-safety system at the parking facility, with over 1,300 employee and visitor parking stalls, will not be performed.

What is the relationship, if any, to the state's capital budget?

The alternative financing to repair the NRB parking garage fire suppression system is authorized in the 2015-17 capital budget .

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

None.

Expenditure and revenue calculations and assumptions

The revenue authority requested in this decision package was calculated using an excel amortization template with the following parameters:

- * Proceeds from alternative financing: \$8,077,000

Agency: 179 Department of Enterprise Services

Decision Package Code/Title: DS NRB Debt Service

- * Term of financing: 15 years
- * Interest rate: 5.0%

Revenue adjustments are assumed to be required beginning FY 2017 due to the length of the process for requesting certificate of participation financing.

See tables included in Revenue and Expenditure Calculations and Assumptions section of the attached decision package that identify how the revenue is allocated between funding methods and lines of service.

The table below identifies how the revenue is allocated between funding methods and lines of service.

Allocation of Requested Revenue Increases between Funding Methods and Lines of Service		
Funding Methodology	Line of Service	Fiscal Year 2017 Revenue Adjustment (Rounded)
Central Service Billing Model (1)	Campus Rent (Employee Parking)	\$ 169,000
Fee for Service (2)	Employee Zoned/Reasonable Accommodation (2)	\$ 246,000
	Employee Reserved (2)	\$ 24,000
	Agency/Contractor Parking (2)	\$ 213,000
	Annual Passes (2)	\$ 40,000
	Metered Visitor Parking (2)	\$ 72,000
	Motorcycle Parking (2)	\$ 1,000
	Rideshare Parking (2)	\$ 1,000
Totals:		\$ 766,000
Notes:		
(1) Revenues are allocated between the Central Service Billing Model and Fee for Services funding methods on a 22% to 78% basis. These percentages reflect the revenue contributions each of these methods are currently providing to Fund 045.		
(2) Within the Fee for Service funding methodology, revenues are allocated between individual lines of services on the basis of a multi-factor spreadsheet model that forecasts parking demand based on historical trends and accounts for revenues needed for City of Olympia sales tax. Within this model, the rate for each line of service was increased by 24% and then rounded to the nearest 50 cent increment.		

Agency: **179 Department of Enterprise Services**

Decision Package Code/Title: **DS NRB Debt Service**

This next table identifies the incremental adjustments to rates resulting from the requested revenue increases.

Funding Method	CSB*	Fee for Service						
Line of Service	Campus Rent (Employee Parking)	Employee Zoned/ Reason - able Accomod - ation	Employee Reserved	Agency/ Contractor Parking	Annual Passes	Metered Visitor Parking	Motor - cycle Parking	Rideshare Parking
Unit Factor/ Allocation Basis	Occupied RSF per Year	Months of Parking	Months of Parking	Months of Parking	Years of Parking	Hours of Parking	Months of Parking	Months of Parking
Current 2015-17 Rates	\$0.41 per RSF per Year	\$25 per Month	\$35 per Month	\$75 per Month	\$200 per Year	\$1.50 per Hour	\$15 per Month	\$12.50 per Month
Requested Incremental Rate Increase**	\$0.05	\$6.00	\$8.50	\$18.00	\$48.00	\$0.50	\$3.50	\$3.00
Proposed 2015-17 Rates	\$0.46	\$31.00	\$43.50	\$93.00	\$248.00	\$2.00	\$18.50	\$15.50
*Central Service Billing Model								
**The rates for each line of service under the "Fee for Service" heading were increased by 24% and then rounded to the nearest 50 cent increment.								

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

The revenue increases identified for FY 2017 will be required on an on-going basis.

Agency: 179 Department of Enterprise Services

Decision Package Code/Title: CL Capitol Lake

Budget Period: 2015-17

Budget Level: M2 - Inflation and Other Rate Changes

Recommendation Summary Text:

Section 1095 of the 2015-17 Capital Budget Bill, Second Engrossed House Bill 1115, designated \$250,000 from the Enterprise Services Account (Fund 422) for the Department of Enterprise Services (DES) to accomplish specified duties pertaining to planning for the long term management of the Capitol Lake. The Enterprise Services Account is a proprietary account that is funded by revenues from client agencies. This decision package requests authority for DES to raise the rate for the Public and Historic Facilities charge in the Central Service Billing Model to collect the revenues to fund this initiative.

Fiscal Detail

Operating Expenditures **Total**

Total Cost

Revenue

<u>Fund</u>	<u>Source</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>Total</u>
422Enter Serv Account	0420 Charges for Services	125,000	125,000	250,000
Total Revenue		125,000	125,000	250,000

Package Description:

Section 1095 of the 2015-17 Capital Budget Bill, Second Engrossed House Bill 1115, designated \$250,000 from the Enterprise Services Account (Fund 422) for the Department of Enterprise Services (DES) to accomplish specified duties pertaining to planning for the long term management of the Capitol Lake. The Enterprise Services Account is a proprietary account that is funded by revenues from client agencies. This decision package requests authority for DES to raise the rate for the Public and Historic Facilities charge in the Central Service Billing Model to collect the revenues to fund this initiative.

Narrative Justification and Impact Statement

What specific performance outcomes does the agency expect?

The Enterprise Services Account is a proprietary fund and the main operating account for DES business lines. The business lines are dependent on revenues from customers to cover the expenses they incur in providing services.

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: CL Capitol Lake

Currently, the DES already performs several stewardship functions for the Capitol Lake through the Public and Historic Facilities line of business within Fund 422. This business line is funded through the Public and Historic Facilities Fee (included in the OFM Central Service Billing Model). Since the funding source for the Capitol Lake planning item was designated from Fund 422, DES requests that the Public & Historic Facilities (P&HF) fee revenue collections be increased in order to fund this.

Performance Measure Detail

Activity: B017 Housing State Government

Incremental Changes

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

The DES seeks to deliver exceptional services. A keystone of delivering exceptional services is long range planning for the management of natural assets. By funding this decision package, the DES will be able to make significant progress on this strategy.

Does this DP provide essential support to one or more of the Governor's Results Washington priorities?

The stewardship of the Capitol Lake supports Results Washington Goal #3: Sustainable Energy and a Clean Environment.

What are the other important connections or impacts related to this proposal?

None.

What alternatives were explored by the agency, and why was this alternative chosen?

As an alternative to increasing the Public and Historic Facilities funding, regular services provided to the lake and the Heritage Park could be reduced. Examples of these reduced services would include invasive species mitigation and grounds maintenance.

What are the consequences of adopting or not adopting this package?

As described above, the DES will have to reduce other services funded by P&HF revenues.

What is the relationship, if any, to the state's capital budget?

The Capitol Lake Long-term Management Planning project was authorized in the state capital budget.

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

No changes would be required.

Expenditure and revenue calculations and assumptions

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: CL Capitol Lake

This decision package requests increased revenues only. As the total appropriation for this capital project is \$250,000, the DES requests authority to increase P&HF billings by \$125,000 in fiscal years 2016 and 2017 each.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

The capital appropriation is only authorized for the 2015-17 biennium. Therefore, all costs associated with this decision package are one-time only.

Agency: 179 Department of Enterprise Services
Decision Package Code/Title: CL Capitol Lake

State of Washington

Summarized Revenue by Account and Source

10/2/2015
3:11PM

Budget Period: 2015-17
 Dollars in thousands
 179 - Department of Enterprise Services
 Agency Level
 05 - 2016 Supplemental Operating Request
 Supporting Text Included

	Maintenance Level		Performance Level		Biennium Totals		Total
	FY2016	FY2017	FY2016	FY2017	FY2016	FY2017	
045 - State V Parking Acct							
8U - Utility Rate Adjustments	155	155					1,076
DS - NRB Debt Service		766			155	921	
Total - 0402 - Income From Property - S	155	921			155	921	1,076
045 - State V Parking Acct - State	155	921			155	921	1,076
Total - 045 - State V Parking Acct	155	921			155	921	1,076
422 - Enter Serv Account							
8U - Utility Rate Adjustments	516	516			516	516	1,032
Total - 0402 - Income From Property - S	516	516			516	516	
8U - Utility Rate Adjustments	207	207					1,303
CL - Capitol Lake	125	125					
HR - Small Agency Human Resource Service		639					
Total - 0420 - Charges for Services - S	332	971			332	971	
422 - Enter Serv Account - State	848	1,487			848	1,487	2,335
Total - 422 - Enter Serv Account	848	1,487			848	1,487	2,335
179 - Department of Enterprise Services - State	1,003	2,408			1,003	2,408	3,411
Total - 179 - Department of Enterprise Service	1,003	2,408			1,003	2,408	3,411

8U - Utility Rate Adjustments

The Department of Enterprise Services (DES) has the responsibility of providing a safe and secure Capitol Campus with facilities that meet client agency needs. DES partners with the Washington State Patrol (WSP), the Olympia Fire Department (OFD), and Kone Inc. to provide security, fire protection, and elevator maintenance services, respectively. DES has recognized that the timing of contract negotiations does not align with the deadlines for the statewide budget cycle resulting in a short fall of funding in the DES budget for services provided by WSP, OFD, and Kone (Elevator Contractor). This decision package requests funding to remedy the prior period and current period short fall of these three contracts.

State of Washington

Summarized Revenue by Account and Source

10/2/2015
3:11PM

Budget Period: 2015-17
Dollars in thousands
179 - Department of Enterprise Services
Agency Level
05 - 2016 Supplemental Operating Request
Supporting Text Included

CL - Capitol Lake

Section 1095 of the 2015-17 Capital Budget Bill, Second Engrossed House Bill 1115, designated \$250,000 from the Enterprise Services Account (Fund 422) for the Department of Enterprise Services (DES) to accomplish specified duties pertaining to planning for the long term management of the Capitol Lake. The Enterprise Services Account is a proprietary account that is funded by revenues from client agencies. This decision package requests authority for DES to raise the rate for the Public and Historic Facilities charge in the Central Service Billing Model to collect the revenues to fund this initiative.

DS - NRB Debt Service

Second Engrossed House Bill 1115 subsection 7002.(4), of the 2015-17 capital budget, authorized the Department of Enterprise Services (DES) \$8,077,000 in alternative financing to repair the Natural Resources Building (NRB) parking garage fire suppression system. The operating budget for 2015-17, however, did not authorize the DES to collect the necessary revenues to pay for the debt service on this financing. This decision package requests the increased revenues, and increased parking rates, necessary to pay the debt service on this approved capital project.

HR - Small Agency Human Resource Service

This package would restore funding to the Department of Enterprise Services (DES) for providing small agency Human Resource (HR) services to over 30 small agencies. Through DES, small agencies have access to dedicated HR specialists necessary to support their needs at a fraction of the cost than if these services were replicated in each agency. Providing small agencies access to these professional services significantly reduces financial and legal risk to the state. The enacted FY 15 budget reduced funding equivalent to the cost of providing small agency HR services. While DES has implemented additional efficiencies, and identified temporary means to close the remaining fiscal gap, the agency will need to discontinue HR services in FY 17 if sufficient funding is not provided to maintain operations.

State of Washington
Request for Fees
2015-17 Biennium

AGENCY	Code	Title
	179	Department of Enterprise Services

Agy #	Agency Name	Fee Code	Name of Fee	Is a bill required?	Z-Draft # (or Pending)	NEW, Increased, Continued?	Incremental Revenue Dollars in Thousands				TIED TO Expenditure Change?	Fee Payer Position	Explanation of Change See Instructions	
							FY 2016	FY 2017	FY 2016	FY 2017				Other Funds
179	Dept. of Enterprise Services		Small Agency Services Fee	No							633		The agency requests this adjustment with fee payer support. Existing	This adjustment is to restore full funding for small agency human resource services in FY17.
179	Dept. of Enterprise Services		Campus Rent - Employee Parking	No				155			155		The agency requests this adjustment with fee payer support. Existing	This adjustment is to bring the budget into alignment with the costs of required contracts.
179	Dept. of Enterprise Services		Campus Rent - Utilities	No				516			516		The agency requests this adjustment with fee payer support. Existing	This adjustment is to bring the budget into alignment with the costs of required contracts.
179	Dept. of Enterprise Services		Public and Historic Facilities Fee	No				207			207		The agency requests this adjustment with fee payer support. Existing	This adjustment is to bring the budget into alignment with the costs of required contracts.
179	Dept. of Enterprise Services		Campus Rent - Employee Parking	No							169		The agency requests this adjustment with fee payer support. Existing	This adjustment is to fund the debt service payments for the NRB Parking garage fire suppression system.
179	Dept. of Enterprise Services		Employee Zoned/Reasonable Accommodation Parking	No							246		The agency requests this adjustment with fee payer support. Existing	This adjustment is to fund the debt service payments for the NRB Parking garage fire suppression system.
179	Dept. of Enterprise Services		Employee Reserved Parking	No							24		The agency requests this adjustment with fee payer support. Existing	This adjustment is to fund the debt service payments for the NRB Parking garage fire suppression system.
179	Dept. of Enterprise Services		Agency/Contractor Parking	No							213		The agency requests this adjustment with fee payer support. Existing	This adjustment is to fund the debt service payments for the NRB Parking garage fire suppression system.
179	Dept. of Enterprise Services		Annual Parking Passes	No							40		The agency requests this adjustment with fee payer support. Existing	This adjustment is to fund the debt service payments for the NRB Parking garage fire suppression system.

