

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

908



FROM: Economic Development Agency/Facilities Management

SUBMITTAL DATE:
January 14, 2015

SUBJECT: Proposed FY 2015/16 Productive Hourly Rates for Custodial Services, All Districts, [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and adopt the proposed productive hourly rates for the Economic Development Agency's Custodial Services Division as specified in Attachment A for FY 2015/16.

BACKGROUND:

Summary

The Economic Development Agency (EDA) is proposing the adoption of productive hourly rates for FY 2015/16 to recover costs associated with the provision of custodial services to its customers as specified in Attachment A. In accordance with Board Policy B-4 and B28, EDA brings cost recovery rates to the Board of Supervisors for approval and adoption on an annual basis.

(Continued)

Robert Field
Assistant County Executive Officer/EDA

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
SOURCE OF FUNDS: N/A				Budget Adjustment: No	
				For Fiscal Year: 2015/16	

C.E.O. RECOMMENDATION:

APPROVE

BY:
Rohini Dasika

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

FISCAL PROCEDURES APPROVED
PAUL ANGULO, CPA, AUDITOR-CONTROLLER
BY:
Russell Dominski 1-20-15

Departmental Concurrence

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.: 3-36 of 1/28/14

District: ALL

Agenda Number:

3-23

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

Economic Development Agency

FORM 11: Proposed FY 2015/16 Productive Hourly Rates for Custodial Services, All Districts, [\$0]

DATE: January 14, 2015

PAGE: 2 of 3

BACKGROUND:

Summary (Continued)

The EDA Custodial Services division operates as an Internal Service Fund (ISF) and must recover its operating costs through charges to customers. Custodial rates were derived by combining direct and indirect costs to run and operate the division.

Customers will be billed based on the number of hours actually worked at each facility and approved service agreements. The FY 2015/16 proposed costs are estimates based on projected hours worked at each facility in FY 2014/15. Customers will also be billed direct charges for expenditures that are specific to their facilities. The estimated financial impact for FY 2015/16 by customer departments, agencies, and other occupants of a county facility is estimated in Attachment B.

The Custodial rates have remained the same for several years. The division is proposing the billable hourly rates for FY 2015/16 to recover costs associated with providing custodial services to begin re-alignment efforts.

EDA has complied with Board policies B-4 and B-28. The Auditor-Controller's Office has reviewed the proposed rates and methodology.

Impact on Citizens and Businesses

The Custodial Services Division is dedicated to providing cleaning services that promotes healthier conditions in county buildings. This division will provide cleaning services and ensures access to county buildings continues in a manner that is professional and hygienic to the residents and businesses throughout Riverside County.

SUPPLEMENTAL:

Additional Fiscal Information

The proposed rate is sufficient for full cost recovery and budget re-alignment efforts.

Contract History and Price Reasonableness

Comparisons with prior year rates are presented in Attachment A.

ATTACHMENTS:

Attachment A – FY 2015/16 Proposed Custodial Services Division Productive Hourly Rates

Attachment B – FY 2015/16 Estimated Hourly and Direct Charges

Attachment A

**Proposed EDA FY 2015/16
Custodial Services Division Productive Hourly Rates**

	<u>FY 14/15 Current</u>	<u>FY 15/16 Proposed</u>	<u>FY 14/15 Current OT</u>	<u>FY 15/16 Proposed OT</u>
Custodial Services Productive Hourly Rate	\$34.42	\$39.41	\$43.97	\$50.63

Attachment B

Custodial Services for FY 15/16

Department	FY 14/15 Estimated Annual Labor Cost	FY 14/15 Pass Thru	FY 14/15 Estimated Annual Labor & Pass Thru Cost	FY 15/16 Annual Labor Cost	FY 15/16 Pass Thru	FY 15/16 Annual Labor & Pass Thru Cost	Inc / (Decr)
Board of Supervisors	\$ 71,078	\$ 2,733	\$ 73,811	\$ 9,030	\$ 3,670	\$ 12,700	\$ (61,111)
Human Resources	\$ 94,414	\$ 7,317	\$ 101,731	\$ 110,139	\$ 11,533	\$ 121,672	\$ 19,941
Assessor-County Clerk-Recorder	\$ 237,706	\$ 36,207	\$ 273,913	\$ 275,126	\$ 20,584	\$ 295,710	\$ 21,797
Auditor-Controller	\$ 73,693	\$ 6,303	\$ 79,996	\$ 84,960	\$ 7,638	\$ 92,598	\$ 12,602
Treasurer/Tax Collector	\$ 57,998	\$ 6,182	\$ 64,180	\$ 66,737	\$ 3,776	\$ 70,514	\$ 6,334
County Counsel	\$ 45,091	\$ 5,850	\$ 50,941	\$ 46,111	\$ 10,181	\$ 56,292	\$ 5,351
EDA-Admin	\$ 5,920	\$ 1,428	\$ 7,348	\$ 6,772	\$ 1,901	\$ 8,673	\$ 1,325
WDC	\$ 4,681	\$ 1,133	\$ 5,814	\$ 5,370	\$ 1,507	\$ 6,878	\$ 1,064
Housing Authority	\$ 39,583	\$ 8,276	\$ 47,859	\$ 45,322	\$ 7,174	\$ 52,496	\$ 4,637
Library	\$ 945,551	\$ 78,035	\$ 1,023,586	\$ 1,003,680	\$ 92,704	\$ 1,096,383	\$ 72,797
Museum	\$ 8,915	\$ 1,220	\$ 10,135	\$ 10,189	\$ 3,706	\$ 13,895	\$ 3,760
EDA-Aviation	\$ 31,666	\$ 1,084	\$ 32,750	\$ 42,018	\$ 3,965	\$ 45,983	\$ 13,233
EDA-Fair	\$ 25,505	\$ 25,890	\$ 51,395	\$ 29,801	\$ 23,172	\$ 52,973	\$ 1,578
District Attorney	\$ 284,791	\$ 44,952	\$ 329,743	\$ 327,797	\$ 49,058	\$ 376,855	\$ 47,112
Riv Co Dept Child Services	\$ 110,557	\$ 7,846	\$ 118,403	\$ 119,138	\$ 9,081	\$ 128,219	\$ 9,816
Public Defender	\$ 252,368	\$ 13,228	\$ 265,596	\$ 97,825	\$ 15,171	\$ 112,996	\$ (152,600)
Sheriff	\$ 1,410,706	\$ 288,134	\$ 1,698,840	\$ 1,615,445	\$ 249,551	\$ 1,864,996	\$ 166,156
Probation	\$ 264,898	\$ 40,149	\$ 305,047	\$ 354,036	\$ 32,625	\$ 386,661	\$ 81,614
Fire Department	\$ 153,582	\$ 12,535	\$ 166,117	\$ 160,665	\$ 10,376	\$ 171,041	\$ 4,924
Agricultural Commissioner	\$ 33,869	\$ 4,164	\$ 38,033	\$ 44,668	\$ 3,463	\$ 48,130	\$ 10,097
TLMA	\$ 267,339	\$ 22,565	\$ 289,904	\$ 301,226	\$ 11,854	\$ 313,080	\$ 23,176
TLMA-CODE	\$ 50,425	\$ 4,147	\$ 54,572	\$ 55,438	\$ 4,857	\$ 60,295	\$ 5,723
Mental Health	\$ 1,145,017	\$ 79,678	\$ 1,224,695	\$ 1,983,823	\$ 118,886	\$ 2,102,710	\$ 878,015
Environmental Health	\$ 103,707	\$ 11,718	\$ 115,425	\$ 117,405	\$ 8,250	\$ 125,655	\$ 10,230
Public Health	\$ 204,730	\$ 17,607	\$ 222,337	\$ 277,144	\$ 20,101	\$ 297,245	\$ 74,908
Health Care System	\$ 357,418	\$ 26,504	\$ 383,922	\$ 360,543	\$ 22,154	\$ 382,697	\$ (1,225)
RCRMC	\$ 1,245,901	\$ 91,873	\$ 1,337,774	\$ 1,390,287	\$ 122,096	\$ 1,512,382	\$ 174,608
DPSS	\$ 458,094	\$ 52,242	\$ 510,336	\$ 512,682	\$ 47,827	\$ 560,509	\$ 50,173
Dept of Community Action	\$ 344	\$ 50	\$ 394	\$ 480	\$ 34	\$ 514	\$ 120
Veteran Services	\$ 29,429	\$ 749	\$ 30,178	\$ 33,696	\$ 2,148	\$ 35,844	\$ 5,666
Cooperative Extension	\$ 9,947	\$ 2,021	\$ 11,968	\$ -	\$ 1,429	\$ 1,429	\$ (10,539)
CSA	\$ 998	\$ 18,487	\$ 19,485	\$ 8,409	\$ 451	\$ 8,861	\$ (10,624)
EDA-FM Admin	\$ 28,053	\$ 4,052	\$ 32,105	\$ 32,138	\$ 3,948	\$ 36,086	\$ 3,981
EDA-FM Maintenance	\$ 36,003	\$ 3,965	\$ 39,968	\$ 28,387	\$ 1,466	\$ 29,853	\$ (10,115)
EDA-Real Estate	\$ 1,367,955	\$ 75,820	\$ 1,443,775	\$ 1,305,365	\$ 63,360	\$ 1,368,725	\$ (75,050)
EDA-Parking	\$ 63,574	\$ 1,391	\$ 64,965	\$ 72,784	\$ 2,517	\$ 75,302	\$ 10,337
Purchasing & Fleet	\$ 140,607	\$ 15,814	\$ 156,421	\$ 160,618	\$ 18,300	\$ 178,918	\$ 22,497
Information Technology	\$ 393,180	\$ 33,217	\$ 426,397	\$ 464,353	\$ 27,105	\$ 491,458	\$ 65,061
Subtotal County Billing	\$ 10,055,293	\$ 1,054,566	\$ 11,109,859	\$ 11,559,606	\$ 1,037,618	\$ 12,597,224	\$ 1,487,365
CAC Annex	\$ 250,027	\$ 9,050	\$ 259,077	\$ 356,166	\$ 13,848	\$ 370,013	\$ 110,936
Bankruptcy Court	\$ -	\$ 105,814	\$ 105,814	\$ -	\$ 112,888	\$ 112,888	\$ 7,074
Coachella Valley Assoc. of Gov'ts	\$ -	\$ -	\$ -	\$ -	\$ 285	\$ 285	\$ 285
EDA-General Fund Billable	\$ 17,933	\$ 21,038	\$ 38,971	\$ 20,533	\$ 23,578	\$ 44,110	\$ 5,139
RCOE	\$ 10,739	\$ -	\$ 10,739	\$ 12,769	\$ -	\$ 12,769	\$ 2,030
US District Court	\$ -	\$ 101,588	\$ 101,588	\$ -	\$ 107,452	\$ 107,452	\$ 5,864
Law Library	\$ 29,257	\$ 2,966	\$ 32,223	\$ 33,499	\$ 1,790	\$ 35,289	\$ 3,066
Palo Verde	\$ 39,411	\$ 1,603	\$ 41,014	\$ 47,292	\$ 1,782	\$ 49,074	\$ 8,060
Subtotal Special Billing	\$ 347,367	\$ 242,059	\$ 589,426	\$ 470,257	\$ 261,622	\$ 731,879	\$ 142,453
Total Billable	\$ 10,402,660	\$ 1,296,625	\$ 11,699,285	\$ 12,029,863	\$ 1,299,240	\$ 13,329,103	\$ 1,629,818