

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



**FROM:** Economic Development Agency/Facilities Management

**SUBMITTAL DATE:**  
September 25, 2014

**SUBJECT:** Amended FY 2014/15 Productive Hourly Rates for Maintenance Services, ALL Districts, [\$0]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve and adopt a single productive hourly rate for the Economic Development Agency's Maintenance Services Division as specified in Attachment A for FY 2014/15.

**BACKGROUND:**

Summary

On September 9, 2014 during the FY 14/15 Budget Impact Workshop, the Board reviewed and approved the processing of a rate increase for the Maintenance Services Division. The Economic Development Agency (EDA) is proposing the amendment and adoption of the productive hourly rates for FY 2014/15 to recover costs associated with the provision of maintenance services to its customers as specified in Attachment A.

(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)
<b>COST</b>	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0	

<b>SOURCE OF FUNDS:</b> Maintenance Reimbursement from Departments	<b>Budget Adjustment:</b> No
	<b>For Fiscal Year:</b> 2014/15

**C.E.O. RECOMMENDATION:**

**APPROVE**

BY:   
Rohini Dasika

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Ashley, seconded by Supervisor Jeffries and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Stone, Benoit and Ashley  
Nays: None  
Absent: Tavaglione  
Date: November 24, 2014  
xc: EDA

Kecia Harper-Ihem  
Clerk of the Board  
By:   
Deputy

Prev. Agn. Ref.: 3-11 of 2/5/13, 3-37 of 1/28/14

District: ALL

Agenda Number:

**3-27**

FISCAL PROCEDURES APPROVED  
BY: PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
Russell Dominiski 9-25-14

Departmental Concurrence

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

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

Economic Development Agency

**FORM 11:** Amended FY 2014/15 Productive Hourly Rates for Maintenance Services, ALL Districts, [\$0]

**DATE:** September 25, 2014

Page 2 of 3

## **BACKGROUND:**

### **Summary** (Continued)

In accordance with Board Policy B-28, EDA has monitored the financial performance of operations and is requesting an amendment to the rate to align service revenues with their respective costs.

The EDA Maintenance Services Division (MSD) provides comprehensive facilities maintenance services, and has staff with expertise in the following: heating, ventilation, air conditioning (HVAC), plumbing, electrical, carpentry, construction, landscape, and customer service.

MSD operates as an Internal Service Fund (ISF) and must recover its operating costs through charges to customers. Maintenance rates were derived by combining direct and indirect costs incurred to run and operate the division. MDS's rates were reduced at the beginning of the recession and have remained the same for several years.

MSD has maintained the same operating budget within the existing rate constraints while supporting new facilities. The existing rate structure does not account for the addition of new facilities or increases in regulatory compliance requirements. Sufficient assets and reserves are needed to adequately provide building support services through June 2015.

The EDA has worked closely with the Executive Office and county departments to advise of critical building needs. To improve efficiency and reduce costs, charges identified specifically to a particular building are excluded from the rate. Customers will be charged direct pass thru costs that are unique and have been identified directly for the facility. Additionally, MSD is also recommending a streamlined approach in the discontinued use of trade rates and the approval of one blended rate. Currently, the Board has adopted the use of nine different trade rates. This streamline approach facilitates rate development processes, billing processes, task management, revenue tracking, and reporting.

The Executive Office has reviewed the proposed rates and will make them effective in Pay Period 1.

### **Impact on Residents and Businesses**

The Maintenance Services Division is dedicated to providing building support services to safeguard county infrastructure and building assets. These services will provide continued uninterrupted building access to the residents and businesses throughout Riverside County.

## **SUPPLEMENTAL:**

### **Additional Fiscal Information**

The amended rates are sufficient for full cost recovery and no cash reserves are anticipated.

## **ATTACHMENT:**

- A. FY 2014/15 Amended Rates
- B. FY 2014/15 Estimated Hourly & Direct Charges

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

Economic Development Agency

**FORM 11:** Amended FY 2014/15 Productive Hourly Rates for Maintenance Services, ALL Districts, [\$0]

**DATE:** September 25, 2014

Page 3 of 3

**Attachment A**

**Proposed EDA FY 2014/15  
Maintenance Services Amended Hourly Rates**

	<u>FY 14/15 Current</u>	<u>FY 14/15 Amended</u>	<u>FY14/15 Current OT</u>	<u>FY 14/15 Amended OT</u>
Maintenance Services <u>Productive Hourly Rates by Trade</u>				
Air Conditioning Mechanic	\$ 79.52		\$ 95.79	
Building Maintenance Mechanic	\$ 53.99		\$ 68.63	
Building Maintenance Worker	\$ 54.72		\$ 65.62	
Building Services Engineer	\$ 95.91		\$116.91	
Gardener/Grounds Worker	\$ 45.54		\$ 55.92	
Carpenter	\$ 51.41		\$ 65.35	
Electrician	\$ 73.58		\$ 89.79	
Painter	\$ 54.06		\$ 68.59	
Plumber	\$ 71.33		\$ 88.09	
MSD Productive Hourly Rate		\$71.30		\$89.53

## Attachment B

### Maintenance Services for FY 14/15 Rate Revision

Department	FY 14/15 Estimated Annual Labor Cost	FY 14/15 Pass Thru	FY 14/15 Labor & Pass Thru Annual Cost	FY 14/15 Estimated Revised Annual Labor Cost	FY 14/15 Revised Pass Thru	FY 14/15 Revised Labor & Pass Thru Annual Cost	Int / Depd
Board of Supervisors	\$ 11,610	\$ 7,598	\$ 19,208	\$ 12,368	\$ 12,242	\$ 24,610	\$ 5,402
Human Resources	\$ 97,502	\$ 18,620	\$ 116,122	\$ 102,602	\$ 30,001	\$ 132,603	\$ 16,481
Assessor-County Clerk-Recorder	\$ 514,106	\$ 78,098	\$ 592,204	\$ 542,799	\$ 125,833	\$ 668,632	\$ 76,428
Auditor-Controller	\$ 92,128	\$ 17,512	\$ 109,640	\$ 96,286	\$ 28,216	\$ 124,502	\$ 14,862
Treasurer/Tax Collector	\$ 70,193	\$ 13,518	\$ 83,711	\$ 74,341	\$ 21,780	\$ 96,121	\$ 12,410
County Counsel	\$ 34,735	\$ 12,386	\$ 47,121	\$ 36,172	\$ 19,957	\$ 56,129	\$ 9,008
EDA Admin	\$ 11,753	\$ 2,407	\$ 14,160	\$ 12,368	\$ 3,878	\$ 16,246	\$ 2,086
WDC	\$ 9,352	\$ 1,909	\$ 11,261	\$ 9,841	\$ 3,076	\$ 12,917	\$ 1,656
CSA	\$ 2,210	\$ 401	\$ 2,611	\$ 2,061	\$ 646	\$ 2,707	\$ 96
Library	\$ 1,330,301	\$ 82,536	\$ 1,412,837	\$ 1,401,582	\$ 132,983	\$ 1,534,565	\$ 121,728
Museum	\$ 25,529	\$ 28,632	\$ 54,161	\$ 26,132	\$ 46,132	\$ 72,264	\$ 18,103
RDA/Successor Agency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EDA Aviation	\$ 16,759	\$ 2,248	\$ 19,007	\$ 17,289	\$ 3,622	\$ 20,911	\$ 1,904
FAIR	\$ 1,442	\$ 3,143	\$ 4,585	\$ 1,862	\$ 5,064	\$ 6,926	\$ 2,341
District Attorney	\$ 236,680	\$ 92,447	\$ 329,127	\$ 255,340	\$ 148,952	\$ 404,292	\$ 75,165
Riv Co Dept Child Services	\$ 125,848	\$ 3,812	\$ 129,660	\$ 132,059	\$ 6,142	\$ 138,201	\$ 8,541
Public Defender	\$ 114,415	\$ 33,426	\$ 147,841	\$ 121,753	\$ 53,857	\$ 175,610	\$ 27,769
Sheriff	\$ 5,352,396	\$ 577,652	\$ 5,930,048	\$ 5,673,351	\$ 930,722	\$ 6,604,073	\$ 674,025
Probation	\$ 744,335	\$ 76,097	\$ 820,432	\$ 793,484	\$ 122,609	\$ 916,093	\$ 95,661
FIRE	\$ 148,525	\$ 22,354	\$ 170,879	\$ 170,493	\$ 36,017	\$ 206,510	\$ 35,631
Agricultural Commissioner	\$ 71,181	\$ 5,420	\$ 76,601	\$ 73,477	\$ 8,733	\$ 82,210	\$ 5,609
TLMA	\$ 250,488	\$ 42,287	\$ 292,775	\$ 260,792	\$ 68,134	\$ 328,926	\$ 36,151
TLMA-CODE	\$ 43,984	\$ 15,564	\$ 59,548	\$ 62,439	\$ 25,077	\$ 87,516	\$ 27,968
Mental Health	\$ 1,465,050	\$ 128,828	\$ 1,593,878	\$ 1,712,643	\$ 207,570	\$ 1,920,213	\$ 326,335
Environmental Health	\$ 114,408	\$ 12,161	\$ 126,569	\$ 119,824	\$ 19,594	\$ 139,418	\$ 12,849
Public Health	\$ 239,236	\$ 46,577	\$ 285,813	\$ 251,483	\$ 75,046	\$ 326,529	\$ 40,716
Dept of Animal Services	\$ 486,723	\$ 80,387	\$ 567,110	\$ 562,747	\$ 129,521	\$ 692,268	\$ 125,158
Health Care System	\$ 742,450	\$ 97,387	\$ 839,837	\$ 783,777	\$ 156,912	\$ 940,689	\$ 100,852
RRCMC	\$ 476,534	\$ 24,478	\$ 501,012	\$ 501,372	\$ 39,439	\$ 540,811	\$ 39,799
DPSS	\$ 707,034	\$ 86,823	\$ 793,857	\$ 744,412	\$ 139,891	\$ 884,303	\$ 90,446
Dept of Community Action	\$ 999	\$ 59	\$ 1,058	\$ 798	\$ 95	\$ 893	\$ (165)
Veteran Services	\$ 14,080	\$ 48	\$ 14,128	\$ 15,294	\$ 77	\$ 15,371	\$ 1,243
Cooperative Extension	\$ 17,946	\$ 1,420	\$ 19,366	\$ 18,885	\$ 2,288	\$ 21,173	\$ 1,807
EDA FM Admin	\$ 30,751	\$ 5,146	\$ 35,897	\$ 33,314	\$ 8,291	\$ 41,605	\$ 5,708
EDA FM Custodial	\$ 10,542	\$ 2,458	\$ 13,000	\$ 11,570	\$ 3,960	\$ 15,530	\$ 2,530
EDA Real Estate	\$ 1,287,939	\$ 228,599	\$ 1,516,538	\$ 1,418,868	\$ 368,322	\$ 1,787,190	\$ 270,652
EDA Parking	\$ 69,454	\$ 26,045	\$ 95,499	\$ 74,378	\$ 41,964	\$ 116,342	\$ 20,843
Purchasing & Fleet	\$ 422,445	\$ 41,691	\$ 464,136	\$ 442,590	\$ 67,173	\$ 509,763	\$ 45,627
Information Technology	\$ 779,072	\$ 106,772	\$ 885,844	\$ 823,806	\$ 172,033	\$ 995,839	\$ 109,995
Subtotal County Billing	\$ 15,170,165	\$ 2,026,946	\$ 17,197,111	\$ 17,094,652	\$ 3,265,812	\$ 20,360,464	\$ 2,633,420
CAC Annex	\$ 12,627	\$ 23,626	\$ 36,253	\$ 13,764	\$ 38,067	\$ 51,831	\$ 15,578
Superior Court of CA	\$ 74,867	\$ 13,746	\$ 88,613	\$ 80,792	\$ 22,148	\$ 102,940	\$ 14,327
Bankruptcy Court	\$ 224,040	\$ 30,433	\$ 254,473	\$ 233,397	\$ 49,034	\$ 282,431	\$ 27,958
Coachella Valley Assoc of Govts	\$ 42,764	\$ 11,840	\$ 54,604	\$ 44,352	\$ 19,077	\$ 63,429	\$ 8,825
U.S. District Court	\$ 212,116	\$ 34,127	\$ 246,243	\$ 220,963	\$ 54,986	\$ 275,949	\$ 29,706
Law Library	\$ 424,288	\$ 74,162	\$ 498,450	\$ 448,842	\$ 119,491	\$ 568,333	\$ 69,883
Palo Verde	\$ 46,369	\$ 3,112	\$ 49,481	\$ 49,273	\$ 5,014	\$ 54,287	\$ 4,806
Subtotal Non-County / Special Bill	\$ 1,037,071	\$ 191,046	\$ 1,228,117	\$ 1,091,383	\$ 307,617	\$ 1,399,000	\$ 171,083
Total Billable	\$ 17,207,236	\$ 2,217,992	\$ 19,425,228	\$ 18,186,035	\$ 3,573,429	\$ 22,059,464	\$ 2,694,503