Department Budget Submission Checklist

To be completed by: All departments.

Instructions: Submit this completed cover sheet with your budget submission and ensure all applicable forms

Department Name: San Francisco Employees' Retirement System

☑ Summary of Major Changes: Completed "Form 1A: Summary of Major Changes" explaining major changes submitted in department's budget proposal. (Generate from BFM Budget Submission

- ☑ Proposed GF target reductions
- ☑ Department Budget Summary: Completed "Form 1B: Department Budget Summary." (Generate from BFM Budget Submission Report)
- ☑ Contingency: Completed "Form 1C: Contingency."
- ☑ Revenue Report: Completed "Form 2A: Revenue Report." (Generate from BFM Budget Submission I
- ₩ Fees & Fines: Completed "Form 2B: Fees & Fines."
- ☑ Cost Recovery: Completed "Form 2C: Cost Recovery."
- Expenditure Changes: Completed "Form 3A: Expenditure Changes." (Generate from BFM Budget Su
- ☑ Deappropriations from prior years' budget: Indicate if these are included in your submitted budget, and please explain in the expenditure changes form 3A
- ☑ Position Changes: Completed "Form 3B: Position Changes." (Generate from BFM Budget Submission
- ☑ Equipment & Fleet Requests: Completed "Form 4A: Equipment Request" and "Form 4B: Fleet Request." (Generate from BFM Budget Submission Report)
- Minimum Compensation Ordinance: By checking this box, the department confirms that the effects of the MCO in contracting have been considered as part of the budget submission.
- Proposition J Description, Summary, City Cost, Contract Cost: Required for all existing and new Prop.
- ☑ Interdepartmental Services Balancing: Included Excel download of Department IDS Form Balancing
- ✓ Organizational Charts: Submission contains updated position-level organizational charts for your department, with indication if the position is filled (F) or vacant (V). Organizational charts also reflect
- ☑ New Legislation:
 - ☑ Included draft legislation that department would like to submit with the budget; or,
 - ☑ Draft legislation in progress at this time. A description of the proposed changes is included in the "Summary of Major Changes" table. A draft will be provided to the Mayor's Office by
- ☑ Other Requests: Submitted requests for the following item:
 - COIT (through a separate form)
 - ☑ Capital CPC funded capital requests are made through BFM by 1/19/24

| | ncial Officer/Budget Manager: |
|----------------------------|--|
| I have review | ed the attached budget submission and affirm that all applicable forms checked off above |
| | ed in this submission or have been submitted through the proper online forums. |
| entrans-retornation become | Christine Li |
| Signature: | Mil- |

DEPARTMEN' RET Retirement System

| | Major Changes | Department Response to Major Changes |
|-------------------------|---|---|
| Summary | What major changes is the department proposing? Clearly describe each change, including the fiscal impact of the proposal. Alternatively, you may submit a 1-2 page memo with your budget submission summarizing the major changes. How did the department meet its target in each year? What are | The proposed budget aligns directly with the SFERS strategic plan approved by the Retirement Board in its June 2023 Board meeting. The proposed budget (1) reflects the complexities and requirements of the business today, (2) enables the organization to deliver successfully on its mission and (3) mitigates risk. The FY2024-25 and FY2025-26 department budget priorities are as follows: - Establish foundation to modernize Enterprise IT platform and mitigate near term technology risk - Enact Year 2 of two year plan to align Retirement Services staffing with business needs to continue to effectively serve members, deliver on mission and mitigate risk - Build on initial success of providing career path improvements for mission-critical Retirement Services and Business Services positions to enable the department to successfully recruit and retain qualified talent for these key positions - Provide required administrative resources to support the assessment of opportunities for improving operational efficiencies and enhanced controls - Provide privative administrative resources to support the assessment of opportunities for improving operational efficiencies and enhanced controls - Provide analytics tools, consulting services and travel budget to effectively diligence and monitor investment strategies, thereby enhancing return and reducing risk - Provide resources to sustain increasing member service expectations in both Retirement Services and San Francisco Deferred Compensation Plan - Provide necessary one-time resources to implement relocation of the department to new office space approved by the Retirement Board as a significant business priority. Primary drivers of anticipated total budget increases are as follows: - Administrative (Technology) Multi-year plan to develop and document data processes and workflow to enable future upgrades and efficiencies (Increase in estimated expense of \$1.8mm in FY2024-25) Multi-year plan to develop and document data processes and workflow to enable future upgrades and |
| General Fund Target | How did the department meet its target in each year? What are the high-level programmatic, operational, or staffing impacts of this proposed reduction? For non-GFS departments, please describe your strategy for absorbing cost increases or revenue reductions without adding new costs to the General Fund. | SPERS receives no General Fund support for its budget. |
| Positions | How are current year staffing levels and vacancies factored into your budget submission? What position changes is the department proposing to prioritize core service delivery while meeting the General Fund reduction target or NGF revenue reductions? Highlight any changes to FTE levels, budgeted attrition, temporary salaries, substitutions, and provide details in Form 3B. | SFERS receives neither General Fund support nor NGF revenues. The proposed budget submission assumes current vacancies will be filled. The proposed budget includes the Retirement Services positions that were approved last year for FY 24-25 in order to continue to effectively serve the members, deliver on SFERS' mission and mitigate risk. Four new IT positions that focus on project management, web support and testing are included in the proposed budget to enable SFERS to implement IT strategic initiatives approved by the Retirement Board. |
| Expenditures | What major spending changes is the department proposing? Please provide information especially for any grant changes, major contract changes, personnel changes, or other changes that affect core services and functions. Highlight any changes related to major changes/initiatives as noted in the Summary section and provide details in Form 3A. | See Response in summary section above |
| Revenues | What revenue changes did the department submit? Please differentiate between General Fund and non-General Fund. This should match an Audit Trail, as shown in Form 2A Revenue Report, as well as, the Expenditure Report in Form 3A. | SFERS receives contributions for the pension plan and Retiree Health Care as a percentage of employee covered wages. |
| Legislation | Is the department seeking to submit any legislation with the budget? Does the department's budget assume any revenues/expenditures that require a legislative change? | No. |
| Prop J | Identify existing Prop J Analyses that will continue, and if the department's budget proposes any NEW contracting out of work previously done by City workers. | Not applicable. |
| Transfer of Function | Is the department requesting any Transfer of Functions of positions between departments? If so, please explain. | No. |
| Interim Exceptions | Is the department requesting any interim exceptions (new positions that are 1.0 FTE rather than 0.79 in BY and .78 in BY +1)? If so, for what reason are is the request being made? | No. |
| Budget Equity | How has the department considered equity in its budget proposal? | The proposed budget includes funding for increased access to technology, a robust Retirement Services training program, and leadership workforce development. |

BUDGET FORM 1B: Department Budget Summary

FY 2024-25 and FY 2025-26

DEPARTMENT: RET Retirement System

| GFS Details | | | | | | | |
|---------------|----------------------|-----------------|--------------------------|---------------------------|--------------------|--------------------------|---------------------------|
| Account Lvl 2 | Account Lvl 3 | FY 2024-25 Base | FY 2024-25 Department | FY 2024-25 Dept - Base | FY 2025-26 Base | FY 2025-26 Department | FY 2025-26 Dept - Base |
| EXPENDITURE | SALARIES | 1,008,682.00 | 1,012,574.00 | 3,892.00 | 1,044,635.00 | 1,073,551.00 | 28,916.00 |
| | MAND_FRING_BEN | 361,187.00 | 362,922.00 | 1,735.00 | 372,288.00 | 379,999.00 | 7,711.00 |
| | NON_PERS_SVCS | 220,500.00 | 221,500.00 | 1,000.00 | 238,250.00 | 221,500.00 | (16,750.00) |
| | MTL_SUPP | 5,000.00 | 5,000.00 | - | 5,000.00 | 5,000.00 | - |
| | SVCS_OTHER_DEPTS | 425,623.00 | 375,623.00 | (50,000.00) | 425,623.00 | 375,623.00 | (50,000.00) |
| EXPENDITURE | | 2,020,992.00 | 1,977,619.00 | (43,373.00) | 2,085,796.00 | 2,055,673.00 | (30,123.00) |
| GFS | General Fund Support | 334.00 | - | (334.00) | 65,138.00 | - | (65,138.00) |
| Account Lvl 2 | Account Lvl 3 | FY 2024-25 Base | FY 2024-25 Department | FY 2024-25 Dept - Base | FY 2025-26 Base | FY 2025-26 Department | |
| REVENUE | CHGS_FOR_SERVICES | 2,020,658.00 | 1,977,619.00 | (43,039.00) | 2,020,658.00 | 2,055,673.00 | 35,015.00 |
| REVENUE | | 2,020,658.00 | 1,977,619.00 | (43,039.00) | 2,020,658.00 | 2,055,673.00 | 35,015.00 |
| GFS | General Fund Support | 334.00 | - | (334.00) | 65,138.00 | - | (65,138.00) |

| GFS Target Status | | | | | | | |
|---------------------------------|----------------------------------|-------------------------------|--|------------------------------------|-------------------------------|-------------------------------|--|
| FY 2024-25 Reduction Targets | FY 2024-25 Baseline Target | FY 2024-25 Dept Submission | FY 2024-25 Amt Over (Under) Target | FY 2025-26 Reduction Targets | FY 2025-26 Baseline Target | FY 2025-26 Dept Submission | FY 2025-26 Amt Over (Under) Target |
| 0 | 334 | 0 | (334.00) | - | 65,138.00 | - | (65,138.00) |
| | | | Target Met | | | | Target Met |

| NGFS - Self Supporting | | | | | | | |
|--------------------------|--------------------------------|-----------------|---|---------------------------|--------------------|---|---------------------------|
| Account Lvl 2 | Category | FY 2024-25 Base | FY 2024-25 Department | FY 2024-25 Dept - Base | FY 2025-26 Base | FY 2025-26 Department | FY 2025-26 Dept - Base |
| EXPENDITURE | Salaries | 28,525,014.00 | ####################################### | (147,442.00) | 29,597,741.00 | ####################################### | 196,556.00 |
| | Mandatory Fringe Benefits | 9,614,563.00 | 9,695,414.00 | 80,851.00 | 9,995,754.00 | ####################################### | 132,357.00 |
| | Programmatic Projects | 50,000.00 | 50,000.00 | - | 50,000.00 | 50,000.00 | - |
| | Overhead and Allocations | 547,081.00 | 547,081.00 | - | 547,081.00 | 547,081.00 | - |
| | Non-Personnel Services | 5,055,615.00 | ####################################### | 9,117,120.00 | 5,756,834.00 | 6,387,735.00 | 630,901.00 |
| | Materials & Supplies | 210,000.00 | 210,000.00 | - | 210,000.00 | 210,000.00 | - |
| | Capital Outlay | - | 20,000.00 | 20,000.00 | - | - | - |
| | Services Of Other Depts | 7,362,341.00 | 7,413,584.00 | 51,243.00 | 7,362,341.00 | 7,276,224.00 | (86,117.00) |
| | Unappropriated Rev-Designated | 693,982.00 | - | (693,982.00) | - | - | - |
| EXPENDITURE | | 52,058,596.00 | ####################################### | 8,427,790.00 | 53,519,751.00 | ####################################### | 873,697.00 |
| REVENUE | Interest & Investment Income | 400,000.00 | 345,000.00 | (55,000.00) | 400,000.00 | 345,000.00 | (55,000.00) |
| | Contributions Ret/HSS/HlthCare | 51,573,262.00 | ####################################### | 8,458,124.00 | 52,281,186.00 | ####################################### | 1,657,262.00 |
| | Expenditure Recovery | 110,000.00 | 110,000.00 | - | 110,000.00 | 110,000.00 | - |
| REVENUE | | 52,083,262.00 | ####################################### | 8,403,124.00 | 52,791,186.00 | ####################################### | 1,602,262.00 |
| Non-General Fund Support | Revenue Surplus(Deficit) | (24,666.00) | 0.00 | 24,666.00 | 728,565.00 | 0.00 | (728,565.00) |

BUDGET FORM 1C: Contingency FY 2024-25 and FY 2025-26

| DEPARTMENT: General Fund departments r he contingency target. Plea | |
|--|----------------|
| | Not Applicable |
| | |

DEPT NAME RET Retirement System d

| FY 20 | 24-25 \$ Savings | FY 2025-26 \$Savings |
|-------|------------------|----------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| Fotal | | |

BUDGET FORM 2A: Revenue Report

DEPARTM RET Retirement System

| | | | | | | | | | Total | BY Revenue Change 8,360,085.00 To | Il BY1 Revenue Change 1,637,277.00 | Budget Justific |
|--|-------------------------------------|-------------------------------------|-------------------------------------|--|--------------------------------|--------------------------------------|------------------------|---------------------------------------|---------------------------------|------------------------------------|--|---|
| FS Dept ype Grp Division Division Title | Section Section Title | Dept ID Dept ID Title | Fund Fund Title | Project- Activity Project Title | Activity Title | Authority Authority Title | Account LvI 5 Title | Account Account Title TR | Agency FY 2024-25 O Use Base | | -26 FY 2025-26 FY 2025-26 ase Department Dept - Base | Revenue Description and Explanation of Change |
| FS RET 207980 RET SF Deferred Comp Program | 207980 RET SF Deferred Comp Program | 207980 RET SF Deferred Comp Program | 10010 GF Annual Authority Ctrl | 10024407-0001 RS Employee Deferred Compensat | Employee Deferred Compensation | 17410 RS Employee Deferred Compensat | 4600C4Svcs | 460199 Other General Government Chrge | 2,020,658.00 | 1,977,619.00 (43,039.00) 2,020,658 | 00 2,055,673.00 35,015.00 | |
| GFS RET 207981 RET Health Care Trust | 207981 RET Health Care Trust | 207981 RET Health Care Trust | 31440 Health Care-Prop B Trust Fund | 10026788-0001 RS Administration | RS Administration | 10000 Operating | 4300Intlnv | 430150 Interest Earned - Pooled Cash | 150,000.00 | 165,000.00 15,000.00 150,000 | 00 165,000.00 15,000.00 | |
| GFS RET 207981 RET Health Care Trust | 207981 RET Health Care Trust | 207981 RET Health Care Trust | 31440 Health Care-Prop B Trust Fund | 10026788-0001 RS Administration | RS Administration | 10000 Operating | 4700Contri | 470201 PropositionB RetHlthCarePretax | 769,215.00 | 761,782.00 (7,433.00) 1,363,858 | 00 726,782.00 (637,076.00) | |
| GFS RET 207981 RET Health Care Trust | 207981 RET Health Care Trust | 207981 RET Health Care Trust | 31440 Health Care-Prop B Trust Fund | 10026788-0001 RS Administration | RS Administration | 10000 Operating | 4700Contri | 470211 Frnge-PropBRetHithCare-CtyShre | 769,215.00 | 761,783.00 (7,432.00) 882,496 | 00 726,783.00 (155,713.00) | |
| GFS RET 232318 RET Retirement Services | 232318 RET Retirement Services | 232318 RET Retirement Services | 31330 Employees Retirement Trust | 10026788-0001 RS Administration | RS Administration | 10000 Operating | 4300Intlnv | 430150 Interest Earned - Pooled Cash | 250,000.00 | 180,000.00 (70,000.00) 250,000 | 00 180,000.00 (70,000.00) | |
| GFS RET 232318 RET Retirement Services | 232318 RET Retirement Services | 232318 RET Retirement Services | 31330 Employees Retirement Trust | 10026788-0001 RS Administration | RS Administration | 10000 Operating | 4700Contri | 470199 Emp Retirement Contributions | *********** | 58,507,821.00 ######### ######## | ### 52,484,883.00 ######### | |

Budget Form 2B: Schedule of Licenses, Permits, Fines &

DEPARTMENT: RET Retirement System

Inflation Factor for FY 2024-25 Fee Auto Increase as per Code Section **
Inflation Factor for FY 2025-26 Fee Auto Increase as per Code Section **

Not Applicable

CPI will be updated in January 2024. Call Controller's Budget Office to confirm

| Item | Fee | Description | Auto ODI | Assaumt | Account Title | Fund Code | Fund Title | Authority Code | Authority Title | Department Code | Department Title | Project Code | Project Title | Activity Code | Activity Title | Unit Basis (e.g., per sq. ft./) | FY 2023-24 Fee ** | (Fet) | FY 2023- 24 Revenue Proposed | FY 2023- 24 Cost Recovery (Est.) | FY 2024-25 Fee | 25 Units | FY 2024- 25 Revenue Proposed | 25 Cost Recovery | FY 2025- 26 Fee ** | 26 Units | FY 2025- 26 Revenue Proposed | 26 Cost Recovery | Fiscal Year of Last Increase | Increase |
|------|-----|-------------|----------|---------|---------------|-----------|------------|-------------------|--------------------|--------------------|---------------------|--------------|---------------|---------------|----------------|---------------------------------------|----------------------|--------|---------------------------------------|---|-------------------|----------|---------------------------------------|---------------------|-----------------------|----------|---------------------------------------|---------------------|---------------------------------------|----------|
| 1 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - |
| 2 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - |
| 3 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - |
| 4 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - |
| 5 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - |
| 6 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - |
| 7 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - |
| 8 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - |
| 9 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - |
| 10 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - |

TABLE 2 - MODIFIED AND NEW FEES

| Item Fe Stat M/ | s Description | Code Authorization | Auto CPI Adjust Yes/No | Account Code | Account Title | Fund Code | Fund Title | Authority Code | Authority Title | Department Code | Department Title | Project Code | Project Title | Activity Code | e Activity Title | Unit Basis (e.g., per sq. ft./) | FY 2023-24 Fee ** | 24 Units | FY 2023- 24 Revenue Proposed | 24 Cost Recovery | FY 2024-25 Fee | 25 Units | FY 2024- 25 Revenue Proposed | 25 Cost Recovery | F 2 | FY 2025- 6 Fee ** | 26 Unite | FY 2025- 26 Revenue Proposed | 26 Cost | Ye L | iscal ear of Last to L incre | _ast |
|-----------------------|---------------|-----------------------|------------------------------|-----------------|---------------|-----------|------------|-------------------|--------------------|--------------------|---------------------|--------------|---------------|---------------|------------------|---------------------------------------|----------------------|----------|---------------------------------------|---------------------|-------------------|----------|---------------------------------------|---------------------|--------|----------------------|----------|---------------------------------------|---------|---------|---------------------------------------|------|
| 1 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | 9 | \$ - | | \$ - | | | \$ | - |
| 2 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | | \$ - | | | \$ | - |
| 3 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | 9 | \$ - | | \$ - | | | \$ | - |
| 4 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | | \$ - | | | \$ | - |
| 5 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | | \$ - | | | \$ | - |
| 6 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | 9 | \$ - | | \$ - | | | \$ | - |
| 7 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | | \$ - | | | \$ | - |
| 8 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | 9 | \$ - | | \$ - | | | \$ | - |
| 9 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | 9 | \$ - | | \$ - | | | \$ | - |
| 10 | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | | \$ - | | | \$ | - |

TABLE 3 - CONTINUING FEES

| Item | Fee Status | Description | Code Authorization | Auto CPI Adjust Yes/No | Account Code | Account Title | Fund Code | Fund Title | Authority Code | Authority Title | Department Code | Department Title | Project Code | e Project Title | Activity Code | Activity Title | Unit Basis (e.g., per sq. ft./) | FY 2023-24 Fee ** | 24 Units | FY 2023- 24 Revenue Proposed | FY 2023- 24 Cost Recovery (Est.) | FY 2024-25 Fee | FY 2024- 25 Units (Est.) | FY 2024- 25 Revenue Proposed | FY 2024- 25 Cost Recovery (Est.) | FY 2025- 26 Fee ** | FY 2025- 26 Units (Est.) | FY 2025- 26 Revenue Proposed | 0 0031 | Fiso Year La: Incre | | |
|------|---------------|-------------|-----------------------|------------------------------|-----------------|---------------|-----------|------------|-------------------|--------------------|--------------------|---------------------|--------------|-----------------|---------------|----------------|---------------------------------------|----------------------|----------|---------------------------------------|---|-------------------|--------------------------------|---------------------------------------|---|-----------------------|--------------------------------|---------------------------------------|--------|------------------------------|------|---|
| 11 | | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | 1 |
| 12 | | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | 1 |
| 13 | | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | 1 |
| 14 | | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | |
| 15 | | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | 1 |
| 16 | | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | 1 |
| 17 | | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | |
| 18 | | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | 1 |
| 19 | | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | |
| 20 | | | | | | | | | | | | | | | | | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | \$ - | | | \$ - | |

Fee Status: Continuing

Modified

New

Discontinued

** If Auto CPI adjustment = Yes, FY 2024-25 and FY 2025-26 Fee will be automatically generated based on the inflation factor determined by the Controller. If Auto CPI adjustment = No, FY 2024-25 and FY 2025-26 Fee will remain the same as previous year or entered by dept according to Code Authorization.

BUDGET FORM 3

DEPARTM RET Retirement System 8,384,417,00 843,574,00

| EFARTW RET Retirement System | | | | 8,384,417.00 | | | 843,574.00 | |
|---|-------------|--------------------------|--------------------------|---------------------------|--------------------------|--------------------------|---------------------------|---|
| | | Total BY Exper | nditure Change | 8,384,417.00 | Total BY1 Expe | nditure Change | 843,574.00 | |
| | | | | | | | | |
| FS Dept pe Grp Division Account Account Title | Equipment # | FY 2024-25 Base | FY 2024-25 Department | FY 2024-25 Dept - Base | FY 2025-26 Base | FY 2025-26 Department | FY 2025-26 Dept - Base | Explanation of Change |
| FS RET 207980 501010 Perm Salaries-Misc-Regular | | 908,297.00 | 920,536.00 | 12,239.00 | 944,250.00 | 981,513.00 | 37,263.00 | See Form 3B |
| FS RET 207980 505010 Temp Misc Regular Salaries | | 100,384.00 | 92,037.00 | (8,347.00) | 100,384.00 | 92,037.00 | | See Form 3B |
| FS RET 207980 513010 Retire City Misc | | 130,810.00 | 132,548.00 | 1,738.00 | 128,717.00 | 133,839.00 | | See Form 3B |
| FS RET 207980 514010 Social Security (OASDI & HI) FS RET 207980 514020 Social Sec-Medicare(HI Only) | | 60,459.00 14.626.00 | 60,361.00 14.682.00 | (98.00) 56.00 | 62,950.00 15.149.00 | 64,733.00 15.567.00 | 1,100.00 | See Form 3B |
| FS RET 207980 515020 Retiree Health-Match-Prop B | | 7,211.00 | 7,239.00 | 28.00 | 7,468.00 | 7,674.00 | | see Form 38 |
| FS RET 207980 515030 RetireeHithCare-CityMatchPropC | | 2,875.00 | 2.886.00 | 11.00 | 2,977.00 | 3,059,00 | | See Form 38 |
| FS RET 207980 519120 Long Term Disability Insurance | | 2,195.00 | 2.195.00 | | 2.283.00 | 2.383.00 | | See Form 3B |
| FS RET 207980 521030 Air Travel - Employees | | 2,282.00 | 2,850.00 | 568.00 | 1,000.00 | 2,850.00 | 1,850.00 | Increase travel budget to meet projected business needs |
| FS RET 207980 521050 Non-Air Travel - Employees | | 1,718.00 | 2,150.00 | 432.00 | 750.00 | 2,150.00 | 1,400.00 | Increase travel budget to meet projected business needs |
| FS RET 207980 527000 Prof & Specialized Svcs-Bdgt | | 210,000.00 | 210,000.00 | | 230,000.00 | 210,000.00 | | Adjust proposed budgets according to projected business needs |
| FS RET 207980 581270 GF-City Attorney-Legal Service | | 300,000.00 | 250,000.00 | (50,000.00) | 300,000.00 | 250,000.00 | | Per Performing Depts. proposed budgets |
| SFS RET 207981 524010 Membership Fees SFS RET 207981 527000 Prof & Specialized Svcs-Bdgt | | 1,430.00 1,275,000.00 | 1,565.00 | 135.00 | 1,430.00 2,054,039.00 | 1,565.00 1,275,000.00 | | Adjust proposed budgets according to projected business needs Adjust proposed budgets according to projected business needs |
| 3FS RET 207981 527000 Prof & Specialized Svcs-bogt 3FS RET 207981 581910 GF-Registrar Of Voters | | 70,000.00 | 70,000.00 | | 70,000.00 | 1,275,000.00 | | Acjust proposed budgets according to projected dustiness needs No RHCTE Board election scheduled in PY2026 NO |
| GFS RET 232318 501000 Perm Salaries-Misc-Budget | | 12,544.00 | | (12,544.00) | 12.730.00 | | | Clean up placeholder account for Step adjustment per MBO instruction |
| FS RET 232318 501010 Perm Salaries-Misc-Regular | | 8,855,631.00 | 8,686,904.00 | (168,727.00) | 9,331,875.00 | 9,163,148.00 | (168,727.00) | See Form 3B |
| FS RET 232318 505010 Temp Misc Regular Salaries | | 654,964.00 | 602,823.00 | (52,141.00) | 654,964.00 | 602,823.00 | (52,141.00) | See Form 3B |
| FS RET 232318 509010 Premium Pay - Misc | | 45,000.00 | 41,417.00 | (3,583.00) | 45,000.00 | 41,417.00 | | See Form 3B |
| SFS RET 232318 511010 Overtime - Scheduled Misc | | 10,000.00 | 46,020.00 | 36,020.00 | 10,000.00 | 32,214.00 | | See Form 3B |
| FS RET 232318 513010 Retire City Misc | | 1,300,841.00 | 1,276,072.00 | (24,769.00) | 1,298,407.00 | 1,274,937.00 | | See Form 3B |
| FS RET 232318 514010 Social Security (OASDI & HI) FS RET 232318 514020 Social Sec-Medicare(HI Only) | | 578,108.00 138.689.00 | 566,425.00 135,956.00 | (11,683.00) | 608,756.00 145.603.00 | 596,217.00 142.670.00 | | See Form 3B See Form 3B |
| GFS RET 232318 514020 Social Sec-Medicare(HI Only) GFS RET 232318 515010 Health Service-City Match | | 138,689.00 368.495.00 | 135,956.00 363,422.00 | (2,733.00) (5,073.00) | 145,603.00 404.336.00 | 398 908 00 | | See Form 3B See Form 3B |
| FS RET 232318 515020 Retiree Health-Match-Prop B | | 68,383.00 | 67,036.00 | (1,347.00) | 71,791.00 | 70,345.00 | | see rom sø See Form sø |
| FS RET 232318 515030 RetireeHlthCare-CityMatchPropC | | 27,273.00 | 26,736.00 | (537.00) | 28,619.00 | 28,042.00 | | See Form 38 |
| S RET 232318 515710 Dependent Coverage | | 752,847.00 | 732,825.00 | (20,022.00) | 824,492.00 | 803,068.00 | | See Form 3B |
| S RET 232318 516010 Dental Coverage | | 67,288.00 | 65,671.00 | (1,617.00) | 71,168.00 | 69,498.00 | (1,670.00) | See Form 3B |
| FS RET 232318 519010 Fringe Adjustments-Budget | | (23,854.00) | - | 23,854.00 | (5,513.00) | - | 5,513.00 | Clean up placeholder account for Step adjustment per MBO instruction |
| FS RET 232318 519120 Long Term Disability Insurance | | 30,410.00 | 29,718.00 | (692.00) | 32,121.00 | 31,429.00 | () | See Form 3B |
| FS RET 232318 522000 Training - Budget | | 40,000.00 | 61,300.00 | 21,300.00 | 40,000.00 | 61,300.00 | | Increase training budget to meet projected business needs |
| FS RET 232318 524010 Membership Fees FS RET 232318 527000 Prof & Specialized Sycs-Bdot | | 2,210.00 800.000.00 | 330.00 | (1,880.00) | 2,210.00 799.880.00 | 330.00 | | Adjust proposed budgets according to projected business needs Budget increase for death search contract services |
| FS RET 232318 527000 Prof & Specialized Svcs-Bdgt FS RET 232318 535000 Other Current Expenses - Bdgt | | 200.000.00 | 1,000,000.00 | (200,000.00) | 200 000 00 | 1,000,000.00 | | Budget increase for death search contract services Allocate proposed budget to other divisions to better reflect divisions' operations. |
| GFS RET 232318 598040 Designated For General Reserve | | 693.982.00 | | (693.982.00) | 200,000.00 | | | Anticate proposed bodges to other unisons to decent retrict unisons uper aborts. Clean up placeholder account for budget balancing per MBO instruction Clean up placeholder account for budget balancing per MBO instruction |
| FS RET 232319 505010 Temp Misc Regular Salaries | | 200,769.00 | 184,725.00 | (16,044.00) | 200,769.00 | 184,725.00 | | See Form 3B |
| FS RET 232319 509010 Premium Pay - Misc | | 1,501.00 | 1,380.00 | (121.00) | 1,501.00 | 1,380.00 | (121.00) | See Form 38 |
| SFS RET 232319 510050 Incentive Pay - Misc. | | 3,550,001.00 | 3,267,373.00 | (282,628.00) | 3,550,001.00 | 3,451,450.00 | (98,551.00) | See Form 3B |
| FS RET 232319 514010 Social Security (OASDI & HI) | | 560,739.00 | 542,213.00 | (18,526.00) | 581,281.00 | 574,168.00 | | See Form 3B |
| FS RET 232319 514020 Social Sec-Medicare(HI Only) | | 158,538.00 | 154,205.00 | (4,333.00) | 162,657.00 | 160,993.00 | | See Form 3B |
| FS RET 232319 515020 Retiree Health-Match-Prop B | | 78,159.00 | 76,022.00 | (2,137.00) | 80,195.00 | 79,374.00 | | See Form 3B |
| FS RET 232319 515030 RetireeHithCare-CityMatchPropC FS RET 232320 501000 Perm Salaries-Misc-Budget | | 31,172.00 206,867.00 | 30,320.00 | (852.00) (206,867.00) | 31,981.00 209,928.00 | 31,654.00 | | See Form 3B Clean up placeholder account for Step adjustment per MBO instruction |
| FS RET 232320 501000 Perm Salaries-Misc-Regular | | 7,806,540.00 | 8.365.733.00 | 559.193.00 | 8,115,536.00 | 8.851.703.00 | , , | Sea from 38 |
| FS RET 232320 513010 Retire City Misc | | 1,115,816.00 | 1,195,222.00 | 79.406.00 | 1.097.492.00 | 1.196.361.00 | | See Form 3B |
| FS RET 232320 514010 Social Security (OASDI & HI) | | 433,399.00 | 468,547.00 | 35,148.00 | 457,266.00 | 501,664.00 | 44,398.00 | See Form 3B |
| FS RET 232320 514020 Social Sec-Medicare(HI Only) | | 113,197.00 | 121,305.00 | 8,108.00 | 117,670.00 | 128,344.00 | 10,674.00 | See Form 3B |
| FS RET 232320 515010 Health Service-City Match | | 237,193.00 | 252,755.00 | 15,562.00 | 253,781.00 | 274,993.00 | | See Form 3B |
| GFS RET 232320 515020 Retiree Health-Match-Prop B | | 55,806.00 | 59,804.00 | 3,998.00 | 58,024.00 | 63,288.00 | 0,00 | See Form 3B |
| SFS RET 232320 515030 RetireeHithCare-CityMatchPropC | | 22,253.00 | 23,847.00 643.032.00 | 1,594.00 | 23,134.00 | 25,233.00 700.536.00 | | See Form 3B |
| FS RET 232320 515710 Dependent Coverage FS RET 232320 516010 Dental Coverage | | 603,930.00 52,139.00 | 643,032.00 55.501.00 | 39,102.00 3.362.00 | 646,211.00 53.872.00 | 700,536.00 58.363.00 | | See Form 3B See Form 3B |
| FS RET 232320 510010 Dental Coverage FS RET 232320 519010 Fringe Adjustments-Budget | | 37,255.00 | 00,001.00 | (37.255.00) | 37,403.00 | 58,363.00 | | See Form 38 Clean up placeholder account for Step adjustment per MBO instruction |
| FS RET 232320 519120 Long Term Disability Insurance | | 21,538.00 | 23,831.00 | 2,293.00 | 22,395.00 | 25,414.00 | | See Form 38 |
| S RET 232320 521000 Travel-Budget | | 60,000.00 | 70,000.00 | 10,000.00 | 60,000.00 | 70,000.00 | | Increase travel budget to meet projected business needs |
| S RET 232320 522000 Training - Budget | | 99,250.00 | 126,150.00 | 26,900.00 | 99,250.00 | 126,150.00 | | Increase training budget to meet projected business needs |
| FS RET 232320 523050 Employee Recognition | | | 20,000.00 | 20,000.00 | | 20,000.00 | 20,000.00 | Budget increase per CON Policies and Procedures requirement |
| FS RET 232320 524010 Membership Fees | | 12,025.00 | 18,710.00 | 6,685.00 | 12,025.00 | 18,710.00 | | Adjust proposed budgets according to projected business needs |
| S RET 232320 527000 Prof & Specialized Svcs-Bdgt | | 1,317,600.00 | 8,333,600.00 | 7,016,000.00 | 1,200,600.00 | 1,333,600.00 | | One-time costs in FYZ5 associated with relocation of SFERS offices approved by the Retirement Board as a significant business priority (Estimated one-time increase in Professional Services of \$7 million |
| S RET 232320 530000 Rents-Leases-Bldgs&Struct-Bdgt | | 45,000.00 | 40,000.00 | (5,000.00) | 45,000.00 | 40,000.00 | | Adjust proposed budgets according to projected business needs |
| FS RET 232320 535000 Other Current Expenses - Bdgt | DETOCOOL | 1,008,200.00 | 3,031,180.00 | 2,022,980.00 | 1,047,500.00 | 2,246,180.00 | | Budget increase for a multi-year plan to perform critical software maintenance and upgrades and to develop document data processes and workflow to support resiliency and enable future upgrades and et |
| FS RET 232320 560000 Equipment Purchase-Budget FS RET 232320 581120 GF-Con-Financial Systems | RET25001 | 90.713.00 | 20,000.00 71.956.00 | 20,000.00 | 90.713.00 | 74.596.00 | (16 117 00) | For Kodak W650 Document Scanner in FY25 Per Performing Depts, proposed budgets |
| GFS RET 232320 581120 GF-Con-Financial Systems GFS RET 232320 581140 DT Technology Projects | | 18.306.00 | 71,956.00 88.306.00 | 70.000.00 | 18.306.00 | 18.306.00 | | Budget increase for the AD project migration to CWAD |
| Di realizione della contra dell | | 10,000.00 | 00,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | | |

BUDGET FORM 3B: Position Change

| DEPARTNRET Retirement System | | | | | (2.03) | | | 171.848.00 | | | (1.19) | | | 620,088.00 | |
|---|---|------------------------|-------------|--------------|--------------------|----------------|----------------|-----------------------|-------------|-------------|--------------------|----------------|----------------|-----------------------|--|
| - | | Position | Total E | Y FTE Change | | | | | | | | Tota | I BY1 Amount | | |
| | | Code | FY 2024-25 | FY 2024-25 | | Total BY A | mount Change | 171,848.00 | Total BY1 I | FTE Change | (1.19) | | Change | 620,088.00 | |
| GFS Dept Division Division Title | Dept ID Job Class Job Title | Status Action Position | Base FTE | Dept FTE | | FY 2024-25 | FY 2024-25 | FY 2024-25 | FY 2025-26 | FY 2025-26 | FY 2025-26 | FY 2025-26 | FY 2025-26 | FY 2025-26 | |
| Type Grp | | | | | Dept - Base FTE | Base Amount | Dept Amount | Dept - Base Amount | Base FTE | Dept FTE | Dept - Base FTE | Base Amount | Dept Amount | Dept - Base Amount | Explanation of Change |
| GFS RET 207980 RET SF Deferred Comp Program | 207980 0922_C Manager I | A S 0113715 | 5-1 1.00 | | (1.00) | 166,243.00 | | (166,243.00) | 1.00 | | (1.00) | 172,823.00 | | (172,823.00) | Substitution: 0922 Manager I to 0923 Manager II to reflect increase in scope of authority and responsibilities |
| GFS RET 207980 RET SF Deferred Comp Program | 207980 0922_C Manager I | A S 0113715 | 5-1 | | | 63,399.00 | | (63,399.00) | | | | 65,307.00 | | | Substitution: 0922 Manager I to 0923 Manager II to reflect increase in scope of authority and responsibilities |
| GFS RET 207980 RET SF Deferred Comp Program | 207980 0923_C Manager II | A S 0113715 | 5-1 - | 1.00 | 1.00 | - | 178,482.00 | 178,482.00 | | 1.00 | 1.00 | - | 185,546.00 | 185,546.00 | Substitution: 0922 Manager I to 0923 Manager II to reflect increase in scope of authority and responsibilities |
| GFS RET 207980 RET SF Deferred Comp Program | 207980 0923_C Manager II | A S 0113715 | 5-1 | | | - | 65,857.00 | 65,857.00 | | | | - | 68,106.00 | 68,106.00 | Substitution: 0922 Manager I to 0923 Manager II to reflect increase in scope of authority and responsibilities |
| GFS RET 207980 RET SF Deferred Comp Program | 207980 1209 C Benefits Technician | A S 0110083 | 5-1 1.00 | 1.00 | | 89,532.00 | 89 532 00 | | 1.00 | | (1.00) | 93,076.00 | | (93.076.00) | Substitution: 1209 Benefits Technician to 1812 Assistant Retirement Analyst to reflect increase in scope of authority and responsibilities |
| | _ | | | 1.00 | _ | | | - | 1.00 | - | (1.00) | | - | (, | Substitution: 1209 Benefits Technician to 1812 Assistant Retirement Analyst to reflect increase in scope of authority |
| GFS RET 207980 RET SF Deferred Comp Program | 207980 1209_C Benefits Technician | A S 0110083 | 5-1 | | | 39,691.00 | 39,691.00 | - | | | | 41,070.00 | - | (41,070.00) | and responsibilities Substitution: 1209 Benefits Technician to 1812 Assistant Retirement Analyst to reflect increase in scope of authority |
| GFS RET 207980 RET SF Deferred Comp Program | 207980 1812_C Assistant Retirement Analys | st A S 0110083 | 5-1 - | | - | - | - | - | | 1.00 | 1.00 | - | 117,616.00 | 117,616.00 | and responsibilities |
| GFS RET 207980 RET SF Deferred Comp Program | 207980 1812 C Assistant Retirement Analys | st A S 0110083 | F 4 | | | | | | | | | | 46.705.00 | 46 705 00 | Substitution: 1209 Benefits Technician to 1812 Assistant Retirement Analyst to reflect increase in scope of authority and responsibilities |
| GFS RET 207980 RET SF Deferred Comp Program | 207980 TEMPM_E Temporary - Miscellaneous | | | (0.06) | (0.06) | | (8.347.00) | (8,347.00) | | (0.06) | (0.06) | - | (8.347.00) | ., | Adjust special class account to meet projected business needs |
| GFS RET 207980 RET SF Deferred Comp Program | 207980 TEMPM_E Temporary - Miscellaneous | | | (0.00) | (0.00) | | (723.00) | , | • | (0.00) | (0.00) | - | (723.00) | | Adjust special class account to meet projected business needs Adjust special class account to meet projected business needs |
| NGFS RET 232318 RET Retirement Services | 232318 9993M_C Attrition Savings - Miscelland | | | | | | (49.00) | (49.00) | | | | | (49.00) | | No projected attrition savings |
| NGFS RET 232318 RET Retirement Services | 232318 9993M_C Attrition Savings - Miscelland | | | (1.31) | (1.31) | | (168.678.00) | (/ | | (1.31) | (1.31) | | (, | | No projected attrition savings |
| NGFS RET 232318 RET Retirement Services | 232318 9993M_C Attrition Savings - Miscelland | | | (1.51) | (1.51) | | (11.00) | , | | (1.51) | (1.51) | | (11.00) | | No projected attrition savings |
| NGES RET 232318 RET Retirement Services | 232318 9993M C Attrition Savings - Miscelland | | | | | | (66.757.00) | | | | | | (67,268.00) | | No projected attrition savings |
| NGFS RET 232318 RET Retirement Services | 232318 OVERM_E Overtime - Miscellaneous | S NEWP15 | | | | - | 36,020.00 | 36,020.00 | | | | - | 22.214.00 | | Adjust special class account to meet projected business needs |
| NGES RET 232318 RET Retirement Services | 232318 OVERM_E Overtime - Miscellaneous | S NEWP15 | | | | | 3,116.00 | 3.116.00 | | | | _ | 1.921.00 | | Adjust special class account to meet projected business needs |
| NGFS RET 232318 RET Retirement Services | 232318 PREMM E Premium Pay - Miscellaneo | | | | | | (3.583.00) | -, | | | | _ | (3.583.00) | ,- | Adjust special class account to meet projected business needs |
| NGFS RET 232318 RET Retirement Services | 232318 PREMM_E Premium Pay - Miscellaneo | | | | | | (310.00) | (310.00) | | | | _ | (310.00) | (-,, | Adjust special class account to meet projected business needs |
| NGFS RET 232318 RET Retirement Services | 232318 TEMPM E Temporary - Miscellaneous | | | (0.40) | (0.40) | | (52.141.00) | . , | | (0.40) | (0.40) | | (52,141.00) | | Adjust special class account to meet projected business needs |
| NGFS RET 232318 RET Retirement Services | 232318 TEMPM E Temporary - Miscellaneous | | | (, | (, , | | (4.511.00) | , | | (/ | (/ | | (4.511.00) | | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 INCTM_E Incentive Pay - Misc | S NEWP57 | | | | | (282.628.00) | (282,628.00) | | | | | (289.437.00) | | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 INCTM E Incentive Pay - Misc | S NEWP62 | | | | | _ | - | | | | | , | | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 INCTM E Incentive Pay - Misc | S NEWP66 | 8566 | | | | | | | | | | 184.075.00 | | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 INCTM E Incentive Pay - Misc | S NEWP69 | 2560 | | | | | | | | | | (98,551.00) | | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 INCTM_E Incentive Pay - Misc | S NEWP57 | | | | - | (24,448.00) | (24,448.00) | | | | - | (25,036.00) | | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 INCTM_E Incentive Pay - Misc | S NEWP62 | 4488 | | | - | - | - | | | | - | 9,113.00 | | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 INCTM_E Incentive Pay - Misc | S NEWP66 | 8566 | | | - | | | | | | - | 15,923.00 | | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 INCTM_E Incentive Pay - Misc | S NEWP69 | 2560 | | | | | | | | | - | (8,525.00) | | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 PREMM_E Premium Pay - Miscellaneo | u S NEWP41 | 6146 | | | | (121.00) | (121.00) | | | | - | (121.00) | (121.00) | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 PREMM_E Premium Pay - Miscellaneo | u S NEWP41 | 6146 | | | - | (11.00) | (11.00) | | | | - | (11.00) | (11.00) | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 TEMPM_E Temporary - Miscellaneous | S NEWP80 | 18743 - | (0.12) | (0.12) | - | (16,044.00) | (16,044.00) | | (0.12) | (0.12) | - | (16,044.00) | (16,044.00) | Adjust special class account to meet projected business needs |
| NGFS RET 232319 RET Investment | 232319 TEMPM_E Temporary - Miscellaneous | S NEWP80 | 18743 | | | - | (1,389.00) | (1,389.00) | | | | - | (1,389.00) | (1,389.00) | Adjust special class account to meet projected business needs |
| NGFS RET 232320 RET Administration | 232320 1043 C IS Engineer-Senior | A S 0112205 | 1-1 1.00 | | (4.00) | 187,073.00 | | (187,073.00) | 1.00 | | (4.00) | 194.477.00 | | (404 477 00) | Substitution: 1043 IS Engineer-Senior to 1246 Principal Human Resources Analyst to reflect change in scope of authority and responsibilities |
| NGF3 RET 232320 RET Administration | 232320 1043_C 13 Engineer-Senior | A 3 0112203 | 1-1 1.00 | | (1.00) | 107,073.00 | | (107,073.00) | 1.00 | - | (1.00) | 154,477.00 | - | (154,477.00) | Substitution: 1043 IS Engineer-Senior to 1246 Principal Human Resources Analyst to reflect change in scope of |
| NGFS RET 232320 RET Administration | 232320 1043_C IS Engineer-Senior | A S 0112205 | 1-1 | | | 61,671.00 | - | (61,671.00) | | | | 63,495.00 | - | (63,495.00) | authority and responsibilities |
| NGFS RET 232320 RET Administration | 232320 1246 C Principal Human Resources | s A S 0112205 | 1-1 - | 1.00 | 1.00 | | 179.354.00 | 179.354.00 | | 1.00 | 1.00 | | 186,453.00 | 186.453.00 | Substitution: 1043 IS Engineer-Senior to 1246 Principal Human Resources Analyst to reflect change in scope of authority and responsibilities |
| | | | | | | | -, | ., | | | | | | , | Substitution: 1043 IS Engineer-Senior to 1246 Principal Human Resources Analyst to reflect change in scope of |
| NGFS RET 232320 RET Administration | 232320 1246_C Principal Human Resources | s A S 0112205 | 1-1 | | | - | 59,176.00 | 59,176.00 | | | | - | 60,934.00 | 60,934.00 | authority and responsibilities New FTEs added in IT Division in FY 2025 to support modernization of Enterprise IT platform and mitigate near term |
| NGFS RET 232320 RET Administration | 232320 1053_C IS Business Analyst-Senior | A N NEWP39 | 9288 - | 0.79 | 0.79 | | 124,850.00 | 124,850.00 | | 1.00 | 1.00 | - | 163,892.00 | 163,892.00 | technology risk |
| | | | | | | | | | | | | | | | New FTEs added in IT Division in FY 2025 to support modernization of Enterprise IT platform and mitigate near term |
| NGFS RET 232320 RET Administration | 232320 1053_C IS Business Analyst-Senior | A N NEWP39 | 19288 | | | - | 43,842.00 | 43,842.00 | | | | - | 57,180.00 | 57,180.00 | technology risk New FTEs added in IT Division in FY 2025 to support modernization of Enterprise IT platform and mitigate near term |
| NGFS RET 232320 RET Administration | 232320 1054_C IS Business Analyst-Principa | a A N NEWP43 | 55552 - | 0.79 | 0.79 | - | 144,549.00 | 144,549.00 | - | 1.00 | 1.00 | - | 189,751.00 | 189,751.00 | technology risk |
| NGES RET 232320 RET Administration | 232320 1054 C IS Business Analyst-Principa | a A N NEWP43 | 15552 | | | | 48.423.00 | 48.423.00 | | | | | 62 727 00 | 62 727 00 | New FTEs added in IT Division in FY 2025 to support modernization of Enterprise IT platform and mitigate near term technology risk |
| NOTO THE 202020 THE PARTITION NOT | 232320 1034_0 10 Business Analysis Intologi | a A IN NEWIT | 10002 | | | | 40,420.00 | 40,425.00 | | | | | 02,727.00 | 02,727.00 | New FTEs added in IT Division in FY 2025 to support modernization of Enterprise IT platform and mitigate near term |
| NGFS RET 232320 RET Administration | 232320 1064_C IS Programmer Analyst-Prin | n A N NEWPOS | 7678 - | 0.79 | 0.79 | - | 138,185.00 | 138,185.00 | - | 1.00 | 1.00 | - | 181,397.00 | 181,397.00 | technology risk |
| NGFS RET 232320 RET Administration | 232320 1064 C IS Programmer Analyst-Prir | n A N NEWPOS | 7678 | | | | 46,943.00 | 46,943.00 | | | | | 61,118.00 | 61,118.00 | New FTEs added in IT Division in FY 2025 to support modernization of Enterprise IT platform and mitigate near term technology risk |
| | _ , | | | | | | | | | | | | , | | New FTEs added in IT Division in FY 2025 to support modernization of Enterprise IT platform and mitigate near term |
| NGFS RET 232320 RET Administration | 232320 1070_C IS Project Director | A N NEWP76 | 60737 - | 0.79 | 0.79 | - | 159,328.00 | 159,328.00 | - | 1.00 | 1.00 | - | 209,151.00 | 209,151.00 | technology risk New FTEs added in IT Division in FY 2025 to support modernization of Enterprise IT platform and mitigate near term |
| NGFS RET 232320 RET Administration | 232320 1070_C IS Project Director | A N NEWP76 | 60737 | | | - | 51,860.00 | 51,860.00 | | | | | 65,887.00 | 65,887.00 | technology risk |
| NGFS RET 232320 RET Administration | 232320 9995M_E Positions Not Detailed - Mis | sc S NEWP45 | 6775 - | (3.30) | (3.30) | | | | | (3.30) | (3.30) | - | | - | Adjust special class account to meet projected business needs |
| | _ | | | | , | | | | | , | . , | | | | |

BUDGET FORM 4A: New General Fund Equipment Request - No Vehicles

Departments that are making General Fund equipment requests should complete this form.

Do not load General Fund equipment requests in the budget system - they will be loaded centrally in Mayor phase.

Equipment numbers will be finalized after the Mayor's Budget Office determines citywide equipment allocations.

Where applicable, include installation/outfitting costs in the same line item budget request in the tables below.

| | | | | | | Rollover | | |
|---|--------------------------|----------------------------------|----------|-------------------|----------|----------|------------|--|
| Fiscal | | Number | Cost Per | New | Rollover | Cost Per | Rollover | |
| Year Equipment Decription Justification of Need | Project ID Project Title | Equipment # New/Replace of Units | Unit To | otal Cost Request | Units | Unit | Total Cost | |

| BUDGET FORM - | 4B: | Fleet |
|---------------|-----|-------|
|---------------|-----|-------|

DEPARTI

All departments requesting to purchase new or replacement vehicles must fill out this form, whether requesting Gener

Requests will be reviewed by Fleet Management and MBO.

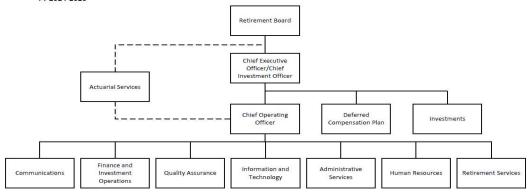
Term Contract Prices are provided by Fleet Management and will be updated in January for select vehicles. Please contact Camilla Tai

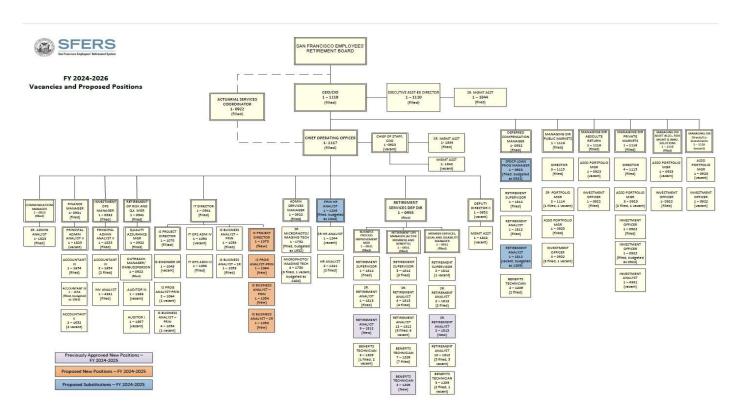
| | | | New Vehicle Specification | ons | | | Те | rm Contract Information | Cost Information | R | teplacement Vel | hicle Informati | ion |
|--|---|-----------|----------------------------------|---|---|--|-------|---|---|-------------------------------------|-----------------|-----------------|-----------------------------------|
| Point of Source of Dept Fiscal Equipment# Vehicle Type Contact Funds | Brief description of Vehicle Type if "Other" | Fuel Type | Special Requirements Comments | If purchasing a sedan that is not battery electric, provide justification | # of Unit default to 1. Please create multiple equipment number entries if requesting multiple units. | Purchasing Justification of Need from Term Contract? | which | Contract, provide a description of the per Un | Supplemental Cost per Unit (e.g. additional vehicle options, outfitting, charging infrastructure if purchasing EV, freight if not purchasing from term contracts, etc.) Estimated per unit cos (base cos supplement cost, # of unit and 8.63% tail | t, to be al replaced s Asset# | | be b | e be - replaced - d Current |

| | COIT and Capital Budget Submissions | | | | | | | | |
|----------|--|--|--|--|--|--|--|--|--|
| | Please submit COIT requests at the link below, and refer to Budget Instructions document | | | | | | | | |
| COIT> | for more information. | | | | | | | | |
| | Technology project proposals: https://sfgov1.sharepoint.com/sites/ADM-COIT/SitePages/Budget%20FY2024-25.aspx#/Project/1495 | | | | | | | | |
| | GFS CPC Capital Requests: Please enter in BFM form, Capital - Dept Request - CPC GFS (7900) | | | | | | | | |
| | NGFS CPC Capital Requests: Please enter in BFM form, Capital - Dept Request - CPC NGFS+ (7200) | | | | | | | | |
| | All Other Capital Requests: Please enter in BFM form, Capital - Dept Request -Non-CPC (7300) | | | | | | | | |
| CAPITAL> | SF BUDGET Home Budget Formulation Capital PCF Chart of Accounts | | | | | | | | |



Departmental Structure FY 2024-2026





As of 2/15/24

Form will autopopulate

PROP J ANALYSIS SUMMARY

Insert name of Department and Division here Insert name of the contract's main purpose here

FISCAL YEAR 2024-25

City cost if services are not contracted out

| | | low range | | | high range | | | | |
|---|----|-----------|---|----|------------|---|--|--|--|
| Total Annual Salary | \$ | J | - | \$ | 0 0 | - | | | |
| Total Other Pay | \$ | | - | \$ | | - | | | |
| Total Fringe Benefits | \$ | | - | \$ | | - | | | |
| Additional City Costs | \$ | | _ | \$ | | - | | | |
| , | \$ | | - | \$ | | - | | | |
| City cost if services <u>are</u> contracted out | | | | | | | | | |
| Contract Cost | \$ | | - | \$ | | _ | | | |
| City Contract Monitoring | \$ | | - | \$ | | - | | | |
| , , | \$ | | - | \$ | | - | | | |
| City Savings from Contracting Out, | | | | | | | | | |
| Savings/(Cost) | \$ | | - | \$ | | - | | | |
| | | #DIV/0! | | | #DIV/0! | | | | |

Note: All departments should complete Prop J Analyses for FY 24/25

Fixed departments AIR, PRT, MTA, and PUC should also complete Prop J Analysis for FY 25-26.

| Please complete | all shaded | sections in | this works | heet, as i | s required by | San Francisco | Administrative |
|------------------|------------|-------------|------------|------------|---------------|---------------|----------------|
| Code Section 2.1 | 5. | | | | | | |

Department:

Insert name of Department and Division here

SEC. 2.15 SUPPLEMENTAL REPORTS REQUIRED

Any officer, department or agency seeking Board approval of a contract for personal services under Charter Section 10.104(15) shall submit a supplemental report to the Board of Supervisors in connection with the contract and the Controller's certification.

| The department's basis for proposing the Prop J certification; |
|--|
| |
| |
| |
| |
| |
| 2. The impact, if any, the contract will have on the provision of services covered by the contract, including a comparison of specific levels of service, in measurable units where applicable, between the current level of service and those proposed under the contract. For contract renewals, a comparison shall be provided between the level of service in the most recent year the service was provided by City employees and the most recent year the service was provided by the contractor; |
| and defined made provided by the defination, |
| |
| |
| The department's proposed or, for contract renewals, current oversight and reporting requirements for the services covered by the contract: |
| |
| |
| |
| 4. The contractor's proposed or, for contract renewals, current wages and benefits for employees covered under the contract, and the contractor's current labor agreements for employees providing the services covered by the contract: |
| |
| |
| |
| |
| 5. The department's proposed or, for contract renewals, current procedures for ensuring the contractor's ongoing compliance with all applicable contracting requirements, including Administrative Code Chapter 12P (the Minimum Compensation Ordinance), Chapter 12Q (the Health Care Accountability Ordinance); and Section 12B.1(b) (the Equal Benefits Ordinance); |
| berients ordinance), |
| |
| C. The decades also for City and constitution of built- |
| 6. The department's plan for City employees displaced by the contract; and, |
| |
| A discussion, including timelines and cost estimates, of under what conditions the service could be provided in the future using City employees. (Added by Ord. 105-04, File No. 040594, App. 6/10/2004) |
| |
| |
| 8 Changes in any elements of the Contractor and/or City side since the prior approved Prop J |
| |
| |
| |
| Name and job title of the person completing this questionnaire: |

Please Fill Out Blue Shaded Areas Only.

[DEPARTMENT] [PS DIVISION CODE + TITLE]

Insert name of the contract's main purpose here
COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2)

PPE FY25 26.0

FISCAL YEAR 2024-25

ESTIMATED CITY COSTS:

PROJECTED PERSONNEL COSTS

| PROJECTED PERSONNEL COSTS | | | | | | | | | |
|--|------------------------|------------------------------|----------|--------|------|----|-------|-------|------|
| | Bi-Weekly Rate per FTE | | | | | | Annua | al Co | st |
| | | # of Full Time Equivalent | | | | | | | |
| Job Class Title | Class | Positions | Lo | w | High | | Low | | High |
| 0 | 0.00 | | \$ | - | 0 | \$ | - | \$ | - |
| 0 | 0.00 | | \$ | - | 0 | \$ | - | \$ | - |
| 0 | 0.00 | | \$ | - | 0 | \$ | - | \$ | - |
| 0 | 0.00 | | \$ | - | 0 | \$ | - | \$ | - |
| 0 | 0.00 | | | | | \$ | - | \$ | - |
| 0 | 0.00 | | | | | \$ | - | \$ | - |
| 0 | 0.00 | | | | | \$ | - | \$ | - |
| 0 | 0.00 | | | | | \$ | - | \$ | - |
| 0 | 0.00 | | | | | \$ | - | \$ | - |
| 0 | 0.00 | | | | | \$ | - | \$ | - |
| Holiday Pay (if applicable) | n/a | n/a | | | | | | | |
| Night / Shift Differential (if applicable) | n/a | n/a | | | | | | | |
| Overtime Pay (if applicable) | n/a | n/a | | | | | | | |
| Other Pay (if applicable) | n/a | n/a | | | | | | | |
| | Total FTE | | | | | | | | |
| | | Tota | al Salar | y Cos | ts> | \$ | | \$ | |
| | | Total of Other | Compe | nsatio | n> | \$ | | \$ | |

FRINGE BENEFITS

| I KINGE BENEI 113 | | | | | | | | | | |
|------------------------------|-----------|-----------|----|------|-----|--|--|--|--|--|
| | Job Class | \$ Amount | | | | | | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | | | | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | | | | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | | | | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | | | | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | | | | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | | | | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | | | | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | | | | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | | | | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | | | | | | |
| | | | Lo | w H | igh | | | | | |
| Total Fringe Ben | efits | | \$ | - \$ | ; | | | | | |

| ADDITIONAL CITY COSTS | | |
|--|---------|---------|
| Insert all additional costs, with a description, that the City would incur if providing the service. | \$ - | \$ - |
| May include capital costs, materials & supplies, uniforms, technology, as is comparable to the | | |
| contract components. | \$ - | \$ - |
| | \$ - | \$ - |
| | \$ - | \$ - |
| Total Capital & Operating | \$ - | \$ - |

COST COMPARISON SUMMARY

| ESTIMATED TOTAL CITY COST LESS: ESTIMATED TOTAL CONTRACT COST | \$ \$ | - | \$ \$ | - |
|--|----------|-------|----------|--------|
| ESTIMATED SAVINGS | \$ | - | \$ | - |
| % of Savings to City Cost | #D | IV/0! | #[| OIV/0! |

- Comments/Assumptions:

 1. FY XXXX would be/was the first year these services are/were contracted out.

 2. Salary levels reflect proposed salary rates effective July 1, XXXX. Costs are represented as annual 12 month costs.
- Variable fringe benefits consist of Social Security, Medicare, employer retirement, employee retirement pick-up and long Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.
- <List any other comments or assumptions>

Salary and Benefits for Each Job Class from BFM Reporting FTE Cost Report

Complete this with the cost of 1.0 FTE; the actual FTE needs will be calcuated in the Personnel and Fringe Benefit costs.

| Year (BY, aka FY 24/25) | Job Class Number | Job Class Title | FTE | 5010 Salary | 5130 Benefits | Total Sal & Ben |
|-------------------------------|---------------------|-----------------|------|----------------|------------------|--------------------|
| | | | 1.00 | | | \$ - |
| | | | 1.00 | | | \$ - |
| | | | 1.00 | | | \$ - |
| | | | 1.00 | | | \$ - |
| | | | 1.00 | | | \$ - |
| | | | 1.00 | | | \$ - |
| | | | 1.00 | | | \$ - |
| | | | 1.00 | | | \$ - |
| | | | 1.00 | | | \$ - |
| | | | 1.00 | | | \$ - |

| | Please Fill Out Blue Shaded Area | as Only. | <u>.</u> | FISCAL YE | EAR 2024-25 | | | | | | |
|--|--|-----------------|---------------------|--------------------------------|------------------------------------|-------|-------------------|-----------------------|--|--------------|------------------|
| | Contract Cost Details | | | Low | High | | Contract Monito | ring Costs: | | | |
| | Estimated Contract Cost | | | | le l | | Does/would contra | ot require monitoring | ? If yes, fill out the | details belo | ow. If not, |
| | Estimated Monitorii Contract Cost Ca | ot | Ар | pli | ica | b | le | d be unusual. | # OI FTES (can be partial; e.g. a half time employee | Biweel | kly Rate High |
| | Please show all calciant above, and feel free | | | | | | | | | | |
| | List of all contract components | Number of Units | Notes | Total Cost - low end est | Total Cost - high end est | | | | | | |
| 1 | · | | | | | | TOTAL CONTRAC | T MONITORING CO | ST | | |
| 2 3 4 5 6 7 8 9 10 11 12 | | | | | | | Components of co | ontractor labor cost | ts, including but n | oot limited | to: fringe |
| | TOTAL CONTRACT COST | | | \$ - | \$ - | | | | | | |
| | List all assumptions made in calculating co Include any private wage rates, population estima contract cost. Please insert more lines as needed 2) 3) 4) | ates, square | | other data use | ed in calculating | your | | | | | |
| | 2. What is the source of data used to calculate | e the contr | act cost? | | | | | | | | |
| | 3. What year is your data from? | | | | | | | | | | |
| | 4. If contract cost is based on an RFP and bef services? | ore a conti | act has been approv | ed, was the R | RFP for compar | rable | | | | | |

| | Monitorina | Casta. |
|---------|------------|--------|
| ontract | MOUITOLIU | COSIS: |

| | | #OFFES | | | | | | | | | | | | | | | | | |
|---|-------|-----------------------------------|-----|---------|----|-----|-------|---------|----|------------|------|----|-----|------|---------|----|-------|----------|------|
| | Γitle | (can be partial; e.g. a half time | | dy Rate | 1 | | alary | Expense | | Benefits p | | | | efit | Expense | - | TAL E | | |
| ı | | employee | Low | High | L | _ow | | High | | Low | High | | Low | | High | L | _ow | <u> </u> | ligh |
| | | | | | \$ | - | \$ | - | \$ | - | | \$ | - | \$ | - | \$ | - | \$ | - |
| ı | | | | | \$ | - | \$ | - | \$ | - | | \$ | - | \$ | | \$ | - | \$ | - |
| ۰ | | | | | \$ | - | \$ | - | \$ | - | | \$ | - | \$ | - | \$ | - | \$ | - |
| | | | | | ę | | • | | • | | | • | | ¢ | | e | | \$ | |

Components of contractor labor costs, including but not limited to: fringe benefits, premiums, shift differentials:

SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE

Please Fill Out Blue Shaded Areas Only.

027-Airport Commission

PPE FY25 26.0

Safety and Security Services
General Aviation Security Services
COMPARATIVE COSTS OF CONTRACTING VS. IN-HOUSE SERVICES (1) (2) FISCAL YEAR 2024-25

ESTIMATED CITY COSTS:

| | # of Full Bi-Weekly Rate per FTE | | | | | | | Annual Cost | | | |
|--|------------------------------------|-------------|--------|----------------|-------|-----|-----------|-------------|-----------|--|--|
| | | Time | | | | | | | | | |
| | | Equivalen | | | | | | | | | |
| Job Class Title | Class | t Positions | | Low | High | | Low | | High | | |
| Security Guard | 8202 | 26.00 | \$ | 3,960 | 4,754 | \$2 | 2,676,782 | \$3 | 3,213,423 | | |
| Building and Ground Patrol Officer | 8207 | 5.00 | \$ | 3,960 | 4,754 | \$ | 514,769 | \$ | 617,970 | | |
| Airport Operations Supervisor | 9220 | 0.05 | \$ | 6,169 | 7,406 | \$ | 8,020 | \$ | 9,628 | | |
| Manager III | 0931 | 0.05 | \$ | 8,090 | 9,712 | \$ | 10,517 | \$ | 12,625 | | |
| 0 | 0.00 | | | | | \$ | - | \$ | - | | |
| 0 | 0.00 | | | | | \$ | - | \$ | - | | |
| 0 | 0.00 | | | | | \$ | - | \$ | - | | |
| 0 | 0.00 | | | | | \$ | - | \$ | - | | |
| 0 | 0.00 | | | | | \$ | - | \$ | - | | |
| 0 | 0.00 | | | | | \$ | - | \$ | - | | |
| Holiday Pay (if applicable) | n/a | n/a | | | | | | | | | |
| Night / Shift Differential (if applicabl | n/a | n/a | | | | | | | | | |
| Overtime Pay (if applicable) | n/a | n/a | | | | | | | | | |
| Other Pay (if applicable) | n/a | n/a | | | | | | | | | |
| | Total FTE | 31.1 | | | | | | | | | |
| | | | Tota | I Salary Costs | > | \$3 | 3,210,088 | \$3 | 3,853,647 | | |
| | | Total of Of | ther (| Compensation | > | \$ | - | \$ | | | |

| | | FRINGE BE | NEFITS | | |
|------------------------------|-----------|-----------|--------|-----|---------------|
| | Job Class | \$ Amount | | | |
| Benefits per FTEJob Class #: | 8202 | 37,390 | | | |
| Benefits per FTEJob Class #: | 8207 | 37,391 | | | |
| Benefits per FTEJob Class #: | 9220 | 50,189 | | | \mathcal{C} |
| Benefits per FTEJob Class #: | 0931 | 65,366 | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | |
| Benefits per FTEJob Class #: | 0 | 0 | | | |
| | | | | Low | High |

| | Low | High |
|-----------------------|-------------|-------------|
| Total Fringe Benefits | \$1,048,253 | \$1,164,882 |

ADDITIONAL CITY COSTS

| Insert all additional costs, with a description, that the City would incur if providing the | \$ - \$ | - |
|---|------------|---|
| May include capital costs, materials & supplies, uniforms, technology, as is comparable | \$ - \$ | - |
| | \$ - \$ | - |
| | \$ - \$ | - |
| Total Capital & Operating | \$ - \$ | |

COST COMPARISON SUMMARY

ESTIMATED TOTAL CITY COST LESS: ESTIMATED TOTAL CONTRACT COST \$4,258,340 \$5,018,529 \$2,318,141 \$2,322,269

\$1,940,200 \$2,696,260 46% 54% ESTIMATED SAVINGS % of Savings to City Cost

- Comments/Assumptions:

 1. FY 2007 was the first year these services were contracted out.

 2. Salary levels reflect proposed salary rates effective July 1, 2024. Costs are represented as annual 12 month

 3. Variable fringe benefits consist of Social Security, Medicare, employer retirement, employer retirement pick-up

 4. Fixed fringe benefits consist of health and dental rates plus an estimate of dependent coverage.

 4. List any other comments or assumptions>

 N/A

SAMPLE **SAMPLE SAMPLE SAMPLE SAMPLE**

Salary and Benefits for Each Job Class from BFM Reporting FTE Cost Report
Complete this with the cost of 1.0 FTE; the actual FTE needs will be calcuated in the Personnel and Fringe

| Year | | | | | | | |
|-----------|-----------|------------------------------------|------|-------------|-----------|-----|-----------|
| (BY, aka | Job Class | | | | 5130 | Tot | tal Sal & |
| FY 23/24) | Number | Job Class Title | FTE | 5010 Salary | Benefits | | Ben |
| FY 24/25 | 8202 | Security Guard | 1.00 | \$ 86,203 | \$ 37,390 | \$ | 123,593 |
| FY 24/25 | 8207 | Building and Ground Patrol Officer | 1.00 | \$ 86,203 | \$ 37,391 | \$ | 123,594 |
| FY 24/25 | 9220 | Airport Operations Supervisor | 1.00 | \$ 142,369 | \$ 50,189 | \$ | 192,558 |
| FY 24/25 | 0931 | Manager III | 1.00 | \$ 187,141 | \$ 65,366 | \$ | 252,507 |
| | | | 1.00 | | | \$ | - |
| | | | - | | | \$ | - |
| | | | - | | | \$ | - |
| | | | - | | | \$ | - |
| | | | - | | | \$ | - |
| | | | - | | | \$ | - |

