



**SAN FRANCISCO  
MUNICIPAL TRANSPORTATION AGENCY  
MUNICIPAL RAILWAY DEPARTMENT**



**FY2005 OPERATING BUDGET**

**SAN FRANCISCO MUNICIPAL RAILWAY DEPARTMENT  
APPROPRIATIONS**

**MUNICIPAL TRANSPORTATION AGENCY, BOARD OF DIRECTORS**

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Shirley Breyer Black  
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Michael Kasolas, **Vice Chair**  
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Virginia Harrington  
*Deputy General Manager, Finance and Administration*

Alicia Fletcher  
*Budget Manager*

**Budget Document Producers**

BJ Dix  
Elias Girma  
Stella Ong  
Bose Onyemem

## **MUNI'S MISSION**

*Working together effectively, we serve our community. We provide safe, reliable, clean, accessible, and convenient transportation to any destination in the City. We are dedicated to creating the most satisfying experience possible for our employees and our riders.*

*By placing people first, Muni strives to offer the maximum opportunity for employees to contribute their best and achieve career growth. We are building a model urban transit organization, internationally recognized for excellence.*

*We treat each other with respect; develop trust; encourage mutual understanding; and value our diversity. We promote accountability and take pride in our work.*

*Above all, we are committed to living this Mission daily in our relationships with each and everyone in our community.*

## MUNICIPAL TRANSPORTATION AGENCY FY2005 GOALS

1. Advance Muni's and DPT's Missions at all levels and divisions within the organization by focused communication, involvement and recognition.
2. Cultivate security awareness and preparedness through drills, training and improved coordination with transit and government agencies.
3. Improve safety for employees, passengers, pedestrians and motorists by training; increased awareness; and improved equipment, facilities and traffic control.
4. Achieve service standards and performance measures, including:
  - On-time performance
  - Service availability
  - System reliability
  - System performance
  - Staffing performance
  - Customer service
5. Improve movement of people and goods throughout San Francisco by close communication and coordination between the Municipal Railway and the Department of Parking and Traffic.
6. Promote professional growth and development for all employees through available training opportunities.
7. Progress the Third Street Project in accordance with the FY05 baseline schedule and budget, including: ongoing construction of line segments and Metro East, continuing preliminary engineering work for Phase II, the Central Subway, and securing funding and community support for the project.
8. Maintain a balanced budget and build a foundation for long-term financial stability through aggressive pursuit of all revenue sources and improved management of resources.
9. Improve customer service by increasing access to timely and accurate information about all MTA services and by speedy resolution of complaints and issues.
10. Increase the use of all alternative modes of travel and reduce travel time without increasing congestion.
11. Finish implementation of the Transit Preferential Streets treatments for Inner Geary, and continue planning and design for transit improvements on Geary, Van Ness, and other corridors, in accordance with the Vision Plan.
12. Continue implementation of the TransLink universal fare card system.



**SAN FRANCISCO**  
**MUNICIPAL TRANSPORTATION AGENCY**  

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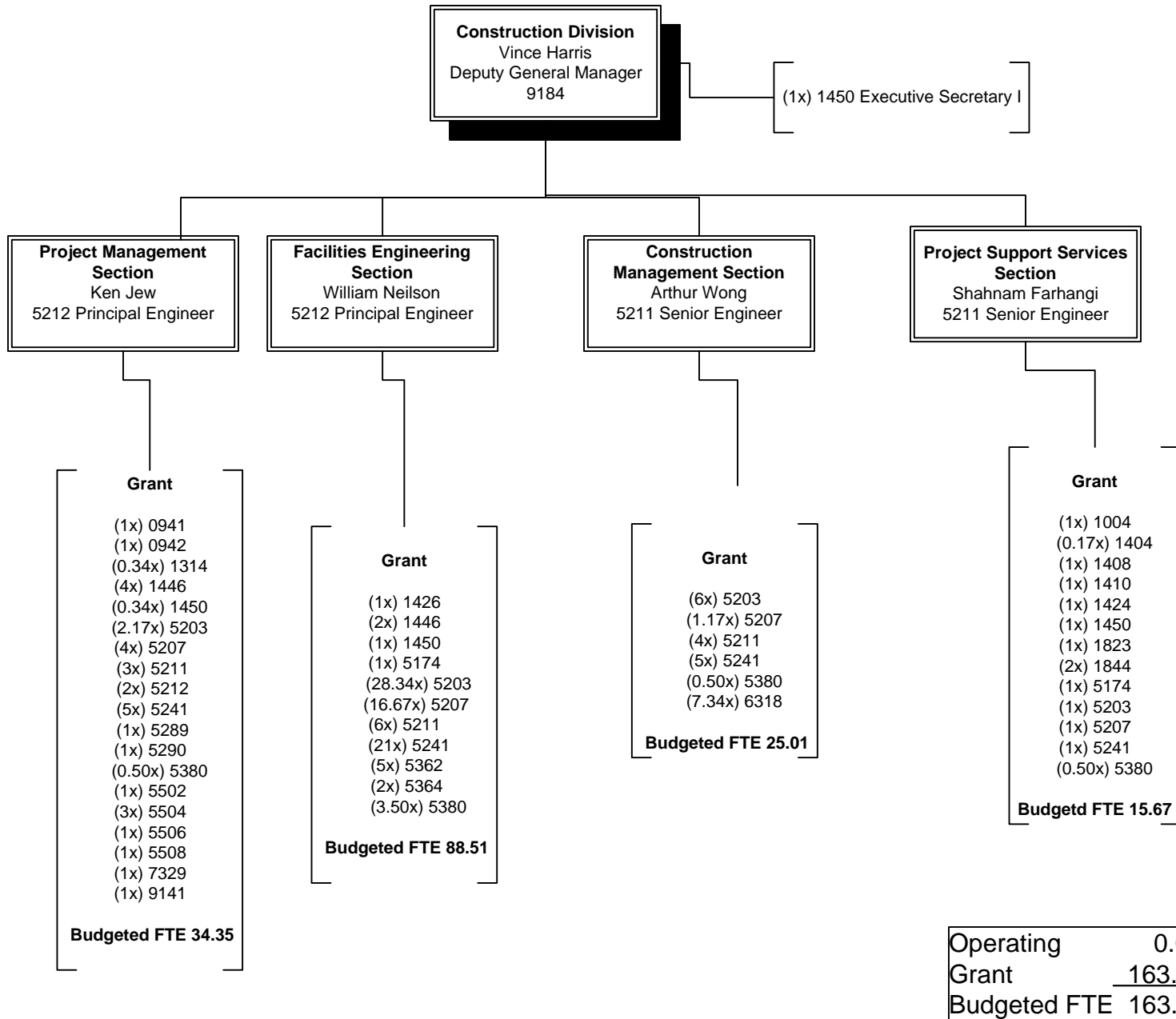
**MUNICIPAL RAILWAY DEPARTMENT**



**FY2005 OPERATING BUDGET**

**CONSTRUCTION DIVISION**

# Construction Division Fiscal Year 2005 Organization Chart



## **BUDGET INFORMATION, PROCESS, GUIDELINES AND TIMELINE**

The operating budget of the Municipal Transportation Agency – Municipal Railway Department (Muni), is proposed by the Executive Director and approved by the Municipal Transportation Agency (MTA) Board of Directors and the San Francisco Board of Supervisors. The Executive Director and the MTA Board certify that the budget is adequate in all respects to allow the department to make substantial progress toward meeting the goals, objectives, and performance standards established pursuant to Section 8A.103 of the San Francisco City Charter.

The FY2005 approved operating budget was created in the context of continued economic difficulties. FY2005 represents the fourth consecutive year of economic downturn. Beginning in FY2002, Muni's revenue sources began to decline, as they are sensitive to economic conditions and factors such as employment levels and tourism levels. At the same time, the fixed costs associated with Muni's core services have continued to rise, such as salary expenditures and fuel costs.

Over the past four years, Muni has made every effort to reduce its expenditures in order to balance its budget. In addition, in FY2004, with rider satisfaction levels increasing and continued progress towards meeting Muni's service standards, the agency looked to both revenue and expenditure solutions in order to balance its budget, adopting a fare increase as well as increases to parking fines, fees, and rates. In FY2005, after implementing expenditure and revenue measures over the previous years and facing a \$32 million deficit, Muni had few viable options remaining to balance its budget. As a result, the FY2005 budget includes difficult measures such as personnel reductions, service adjustments, and the use of capital funds.

While Muni has made progress in increasing its efficiency and maximizing its revenues in recent years, both of these strategies will need to be sustained in order for Muni to operate effectively going forward. In addition, it is important to recognize that a baseline level of resources is necessary in order to sustain service levels. Looking forward, it will be critical to align resources with service provision.

### **Process**

The San Francisco Charter, as amended through Proposition E, approved by the voters in 1999, establishes the Municipal Transportation Agency (MTA) as an enterprise fund department of the City and County of San Francisco. Overseen by the MTA Board of Directors, Muni and the Department of Parking & Traffic make up the MTA and each also functions as an enterprise fund department. In establishing the MTA as an enterprise fund, a stated goal was to achieve a transportation system that is comparable to the best urban transit systems in the world's major cities. The structure is designed to provide the transportation system with the resources, independence, and focus necessary to achieve this goal. Specifically, the Charter amendment intended to strengthen Muni's authority to manage its employees, establish efficient and economical work rules and work practices that maximize Muni's responsiveness to public needs, and protect the right of Muni to

manage its employees. In addition, the amendment helps to provide for a predictable and stable level of funding.

Muni receives a yearly transfer or support from the General Fund, as specified by formula in Prop. E. The transfer amount is based upon the amount given in a base year, plus the percentage change in discretionary revenues for the General Fund.

Muni's budget process is also established in the Charter. After an internal review process, the Executive Director presents the proposed annual operating budget to the MTA Board and the Citizen's Advisory Council (CAC) for review and comment. A public hearing is also held. The MTA Board must approve the budget and forward it to the Mayor and the Board of Supervisors by March 1. As long as Muni stays within the revenue formulas outlined in the Charter, and does not ask for additional General Fund resources or support, the Mayor must forward the budget to the Board of Supervisors as submitted. The Controller's Office is charged with certifying the revenues as presented by Muni. Once received from the Mayor, the Board of Supervisors has three options with Muni's budget. It may approve or reject the budget, but not modify it. Rejecting the budget requires a two-thirds vote. Or, if the Board takes no action by August 1, the budget is deemed approved.

### **Operating Budget**

The budget approved by the MTA Board and the Board of Supervisors is Muni's annual operating budget. With a few exceptions, it does not include capital projects. Capital projects are detailed in the Short Range Transit Plan, which is developed every other year. In addition, the operating budget also details positions funded through grant dollars.

### **USING THE DOCUMENT**

The operating budget is a spending management plan for the use of Muni's resources. Through the use of these resources, Muni provides public transportation services within the City and County of San Francisco. In addition, the budget is the vehicle by which Muni recommends allocation of resources to meet Muni's goals and service standards. An accrual basis of accounting is used to develop Muni's budget.

### **Document Organization**

Muni's budget is divided into 16 separate books, offered through electronic media. The first book is a department-level look at Muni's budget, including an overview of its revenues and appropriations (expenditures), and positions. In addition, there are 15 division-level books that give a more detailed picture of each division, by unit.

Independent of the operating budget is Muni's capital budget, which is contained in the Short Range Transit Plan (SRTP). The SRTP is published every two years and is subject to approval by the MTA Board of Directors, and to appropriation approval by the Board of Supervisors.

## ***Budget Organization***

### *Index Codes/Object/Subobject Codes*

As required by the San Francisco Charter, Muni's budget is developed as a line item budget. As such it is organized into index codes, which indicate where in the department the funds are allocated, and object and subobject codes, which indicate what type of expenditure is included. This level of detail can be found in the reports that follow the budget narrative.

## ***Positions***

### *COLAs/Labor Agreements/Equity Adjustments*

As codified in the San Francisco Charter, the approved budget must contain in it funding to pay for all anticipated or estimated salary adjustments provided in employee Memoranda of Understanding (MOUs), cost of living adjustments (COLAs), and any other pay equity adjustments. (For the rest of the City, that money is added to departmental budgets after approval of employee MOUs.)

### *Annualization of Existing Positions*

Positions that were added in the previous year's budget (FY2004 operating budget), must be annualized to a full 1.0 full time equivalent (FTE) position from the previously budgeted 0.75 FTE position. The incremental costs associated with these positions must also be budgeted. Because no new positions were added in FY2004, there are no position annualization costs in the FY2005 budget.

### *New Positions*

New positions are pro-rated to reflect the portion of the year the position will be on payroll. The default is to budget new positions at 0.75 of a full position, as the recruitment process takes an average of three months. No new positions were added to the FY2005 budget.

### *Attrition Savings*

It is anticipated that normal departmental attrition results in savings. Attrition savings appear in the budget as a negative position count, which is netted against the total positions in the budget. Thus, the total position count for the department reflects the net funded positions for the department, adjusted for attrition savings.

### *Other Adjustments*

Other salary adjustments included in budgeted position expenditures are those to compensate for a year that has 260, 261 or 262 workdays, for automatic step adjustments, and to adjust for positions not at the top salary step. In addition, salary annualization costs represent the cost of wage adjustments that took place during the prior year.

### *Fringe Benefits*

Fringe benefits include health care for active and retired employees, social security and Medicare contributions, City retirement contribution, City-paid employee retirement contribution (City pick-up), and other benefits provided in employee MOUs.

### *Organization Charts*

Organization charts are included in each budget book. These charts reflect the positions and organizational structure of the agency at the time the FY2005 budget was developed.

### **Terms**

#### *Platform*

The term “platform” refers to the 9163 Transit Operator classification.

#### *Miscellaneous*

When used in reference to employees, the term “miscellaneous” applies to all non-Transit Operator classifications.

# OVERVIEW

**Construction Division  
Grants Fund**

<b>Description</b>	<b>FY2004 Approved</b>	<b>FY2005 Approved</b>	<b>Variance</b>
Non Personal Services	\$2,433,616	\$2,486,065	\$52,449
Materials & Supplies	530,300	490,243	(40,057)
Capital Outlay	50,000	50,000	0
Services Of Other Depts.	888,754	828,754	(60,0000)
Capital Projects	0	5,455,683	5,455,683
<b>Total</b>	<b><u><u>\$3,902,670</u></u></b>	<b><u><u>\$9,310,745</u></u></b>	<b><u><u>\$5,408,075</u></u></b>

The FY2005 budget for the Construction Division is \$23,894,730, which is \$5,408,075, or 16 percent, higher than the FY2004 budget. This budget is fully funded by grants. Of the total budget, \$14.1 million, or 60 percent, funds 163.54 positions needed to perform the various activities required to design and implement Muni's capital improvement projects. The remaining \$9,310,745 budget funds the division's non-salary and capital project expenses. In accordance with the Controller's budget guidelines, the budget summary table only displays the \$9.3 million non-salary and capital project budget.

As part of Muni's FY2005 workforce reductions, 30.46 positions were eliminated from the division's FY2005 budget. Of these, 18.46 positions were vacant. These workforce reductions are anticipated to have minimal impact on direct service provision.

The division's Non Personal Services budget shows a \$52,449 increase due to a \$45,011 increase for the rental of office space and parking used by the Construction Division staff at 1145 Market Street, and an additional \$7,438 to fund printing expenses, licensing fees and vehicle maintenance costs.

The FY2005 budget for non-fuel materials and supplies was reduced by \$40,057 due to reduced demand for minor furnishings.

The FY2005 budget for Services of Other Departments shows a \$60,000 net reduction due to a \$50,000 funding reduction for architectural services, a \$30,000 reduction for construction management services and a \$20,000 increase for reviewing plans and specifications.

The FY2005 budget also includes \$5,455,683 to fund various capital improvement projects. Of this, \$2,235,683 was generated from the Mission and Steuart hotel lease and development agreement fees and funds the costs associated with the hotel development project. The remaining \$3,220,000 was secured from the proceeds of the Breda lease-leaseback transaction. This appropriation funds the implementation of the Third Street Pedestrian Monitoring Program, the purchase of alternative fuel vehicles, metro accessibility improvements and the purchase of Breda light rail vehicles.

APPROPRIATIONS AND POSITIONS  
DIVISION LEVEL

**MUNICIPAL RAILWAY DEPARTMENT  
CONSTRUCTION DIVISION  
FY2005 BUDGET APPROPRIATION NARRATIVE**

**Organization And Mission**

The mission of the Construction Division is to effectively manage the capital improvement programs of Muni. To achieve its mission, the Construction Division plans, monitors and assesses the design and construction of all capital projects and infrastructure required to provide a reliable, safe and efficient transportation system.

**Division Sections Responsibilities**

The sections within the Construction Division have the following responsibilities:

- **Project Management Section** is responsible for managing, developing and implementing project plans, schedules and budgets in order to deliver capital improvement projects on time and within budget. This section is also responsible for managing engineering consultants.
- **Facilities Engineering Section** is responsible for the preparation of engineering contract plans and specifications for all capital improvement projects involving fixed facilities such as track, overhead systems and structures.
- **Construction Management Section** is responsible for managing construction contracts for fixed facilities. This includes construction inspection, claims prevention, and cost and schedule control.
- **Project Support Services Section** is responsible for contract review and administration, scheduling, reporting on project costs and schedules and performing administrative services.

The purpose of the Construction Division budget is to provide appropriation control over expenditures that relate to more than one grant-funded project. Expenditures are accumulated in the Division budget and then allocated periodically to grant-funded capital projects based on direct salary charges. Accordingly, no Muni or City General Funds are required to support the appropriations of this Division.

**✧ OBJECT 001/PERMANENT SALARIES - MISCELLANEOUS ✧**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$16,310,206</b>	<b>\$14,123,985</b>	<b>(\$2,186,221)</b>

The Construction Division will devote \$14.1 million or 60 percent of its total budget to fund 163.54 positions needed to perform the various activities required to design and implement Muni’s capital improvement projects. Salaries and fringes for all of the positions in the Construction Division are funded by grants, either as direct charges or indirect cost recoveries. The division’s non-salary items are budgeted in the Project Support Services Section and are fully funded from grants. In accordance with the Controller’s budget guidelines, the budget summary table only displays the \$9.3 million non-salary budget. Table 1 provides the allocation of permanent salaries and positions by section. This budget shows a \$2,186,221 net decrease due to the elimination of 30.46 positions and the transfer of one 0931 Manager III position to the General Manager Division. These changes are discussed in greater detail below.

Table 1: Division Salary Expenditures by Section and Budgeted Positions

<b>Section</b>	<b>FY2005 Approved</b>	<b>FY2005 FTE</b>
Facilities Engineering	\$7,342,301	88.51
Project Management	3,338,230	34.35
Construction Management	2,221,438	25.01
Project Support Services	1,222,016	15.67
<b>TOTAL</b>	<b>\$14,123,985</b>	<b>163.54</b>

**Position Deletions (\$2,228,347)**

As the economic downturn continues to negatively impact operating revenues, Muni's FY2005 cost-reduction strategy includes workforce reductions in all divisions, implemented in the FY2005 budget as position deletions. To meet the workforce reduction requirement, the Construction Division has eliminated 30.46 positions. Of these, 18.46 positions were vacant. These workforce reductions are anticipated to have minimal impact on direct service provision. Position deletions in the Construction Division are as follows:

Division Summary

Index Code	Class	Title	FTE	Salary
<b>Project Management Section</b>				
359001	1314	Public Relations Officer	(1.66)	(\$118,930)
<b>Project Management Section</b>				
359001	1404	Clerk	(1.00)	(41,838)
359001	1408	Principal Clerk	(1.00)	(57,263)
359001	1446	Secretary II	(1.00)	(52,565)
359001	1450	Executive Secretary I	(1.66)	(95,057)
359001	1824	Principal Administrative Analyst	(1.00)	(90,567)
359001	5203	Assistant Engineer	(0.83)	(60,938)
359001	5288	Transit Planner II	(1.00)	(68,565)
359001	7318	Electronic Maintenance Technician	(1.00)	(82,711)
<b>Total</b>			<b>(10.15)</b>	<b>(\$668,434)</b>
<b>Facilities Engineering Section</b>				
359002	1426	Senior Clerk Typist	(1.00)	(\$47,685)
359002	5203	Assistant Engineer	(6.66)	(488,973)
359002	5207	Associate Engineer	(3.33)	(290,029)
359002	9197	Signal and Systems Engineer	(1.00)	(113,326)
<b>Total</b>			<b>(11.99)</b>	<b>(\$940,013)</b>
<b>Construction Management Section</b>				
359003	5207	Associate Engineer	(0.83)	(\$72,289)
359003	5364	Civil Engineering Associate I	(2.00)	(122,566)
359003	5366	Engineering Associate II	(1.00)	(70,966)
359003	6318	Construction Inspector	(1.66)	(129,241)
<b>Total</b>			<b>(5.49)</b>	<b>(\$395,062)</b>

<b>Index Code</b>	<b>Class</b>	<b>Title</b>	<b>FTE</b>	<b>Salary</b>
<b>Project Support Services Section</b>				
359004	1404	Clerk	(0.83)	(\$34,726)
359004	5203	Assistant Engineer	(1.00)	(73,419)
359004	5211	Senior Engineer	(1.00)	(116,693)
<b>Total</b>			<b>(2.83)</b>	<b>(\$224,838)</b>
<b>Grand Total</b>			<b>(30.46)</b>	<b>(\$2,228,347)</b>

**Position Reassignment and Other Salary Changes \$42,126**

This is the net salary change after the transfer of one 0931 Manager III position to the General Manager Division. The salary changes include step and other adjustments made by the Controller's Office.

**✧ OBJECT 021/TRAVEL ✧**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$40,000</b>	<b>\$40,000</b>	<b>\$0</b>

This budget funds transportation expenses, registration fees and accommodations for various conferences held outside the City attended by Project Managers, Senior Managers and Project Engineering staff. Participation in the various conferences is crucial toward the development and continuity of construction services provided by Muni.

<b>Type of Travel</b>	<b>Attendees</b>		<b>Total</b>
	<b>Cost Per</b>	<b>No. Of</b>	
APTA Rapid Transit Conference	\$1,500	7	\$10,500
APTA Engineering and Construction Management Committees	1,000	9	9,000
APTA Expo	300	12	3,600
FTA Construction Round Table	1,700	2	3,400
American Railway Engineering & Maintenance of Ways	1,500	4	6,000
Transportation Research Board	1,500	5	7,500
<b>TOTAL</b>			<b>\$40,000</b>

❖ OBJECT 022/TRAINING❖

Approved FY2004	Approved FY2005	FY2005 Increase (Decrease)
<b>\$164,400</b>	<b>\$164,400</b>	<b>\$0</b>

This budget funds in-house and project related training, City sponsored management and communications training, and outside management and technical courses given to Construction Division staff. On-going training is essential to keep staff informed of the latest technology in engineering and construction matters.

Type of Training	Attendees Cost Per	Attendees No. Of	Total Cost
Amer. Concrete Institute (ACI)	\$1,000	4	\$4,000
ACI, Structure & Pavement, etc. Seminars	600	8	4,800
Amer. Disabilities Act Seminar	600	8	4,800
Amer. Inst of Steel Const Training	600	2	1,200
Amer. Railway Engineering Assn (AREA)	845	1	845
AutoCAD Training & Upgrading	700	12	8,400
Claims Avoidance	795	7	5,565
Computer Skills Improvement	200	20	4,000
Computer Training	200	45	9,000
Conflict Resolution	200	10	2,000
Construction Law	500	9	4,500
Construction Management	600	8	4,800
Effective Communication	200	25	5,000
Fiber Optics	1,095	4	4,380
Management & Communication Skill Imp	250	8	2,000
Management Skill Improvement	200	5	1,000
National Electric Code (NEC)	1,000	4	4,000
Presentation Effectiveness	200	10	2,000
Project Management	500	8	4,000
Public Works Contracting	500	8	4,000
Scheduling	1,000	4	4,000
Seismic Seminar	500	9	4,500
Seven Habits of Highly Effective People	600	20	12,000
Softdesk Advanced Design	800	8	6,400
Stress Management	100	5	500
Track Work Design & Engineering	1,000	4	4,000
Uniform Building Code Seminar (UBC)	400	8	3,200
Understanding Programmable Controllers	985	6	5,910

Type of Training	Attendees		Total
	Cost Per	No. Of	
Workplace Team Building	200	10	2,000
Writing Skills	200	8	1,600
Safety, Violence, Sexual Harassment, and Diversity Training (all staff)	330	121	40,000
<b>Total</b>			<b>\$164,400</b>

**✧ OBJECT 023/EMPLOYEE FIELD EXPENSES ✧**

Approved FY2004	Approved FY2005	FY2005 Increase (Decrease)
<b>\$3,000</b>	<b>\$3,000</b>	<b>\$0</b>

This budget funds auto mileage and parking fees for employees who drive their cars to perform official duties and pays for other related field expenses.

Sub-object	Description	FY2005
02301	Auto Mileage	\$1,190
02302	Local Field Expense	1,810
	<b>Total</b>	<b>\$3,000</b>

**✧ OBJECT 027/PROFESSIONAL AND SPECIALIZED SERVICES ✧**

Approved FY2004	Approved FY2005	FY2005 Increase (Decrease)
<b>\$27,000</b>	<b>\$27,000</b>	<b>\$0</b>

This funds contractors in order to provide services such as Video Display Terminal (VDT) and office safety analyses, advertising, blueprint and reproduction services.

**✧ OBJECT 029/MAINTENANCE SERVICES-EQUIPMENT ✧**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$24,000</b>	<b>\$25,000</b>	<b>\$1,000</b>

This budget funds service contract agreements primarily for office equipment and for engineering-oriented specialized computer components or equipment. Based on prior year spending patterns, the appropriation for vehicle maintenance has increased by \$1,000.

Sub-object	Description	FY2005
02911	DP/WP Equipment	\$16,100
02921	Vehicle Maintenance	2,700
02931	Office Equipment	5,000
02999	Other Equipment	1,200
	<b>Total</b>	<b>\$25,000</b>

**✧ OBJECT 030/RENTS & LEASES-BUILDINGS AND STRUCTURES ✧**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$2,079,254</b>	<b>\$2,124,265</b>	<b>\$45,011</b>

In accordance with the lease agreement, the FY2005 budget for the rental of office space and parking used by the Construction Division staff at 1145 Market Street has increased by \$45,011.

**✧ OBJECT 031/RENTS AND LEASES - EQUIPMENT ✧**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$6,000</b>	<b>\$6,000</b>	<b>\$0</b>

This budget funds the rental of an automatic mail weighing and stamp-dispensing machine from the United States Postal Service, which is used to mail out contract documents and other materials.

Sub-object	Description	FY2005
03131	Office Machine Rental	\$6,000

**✧ OBJECT 035/OTHER CURRENT EXPENSES ✧**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$86,162</b>	<b>\$91,400</b>	<b>\$5,238</b>

This budget funds office administration related expenses. In FY2005, the division will require an additional \$5,238 to pay for printing and subscription expenses due to an increase in the demand for printing services and in the cost for these services.

Sub-object	Description	FY2004	FY2005	Change
03521	Freight	\$1,000	\$1,000	\$0
03551	Copy Machine	30,500	30,500	0
03552	Printing	16,162	20,000	3,838
03561	Postage	7,000	7,000	0
03571	Subscriptions	1,600	3,000	1,400
03599	Other Current Expenses	29,900	29,900	0
	<b>Total</b>	<b>\$86,162</b>	<b>\$91,400</b>	<b>\$5,238</b>

**✧ OBJECT 04A01/EQUIPMENT ✧**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>

This budget funds the purchase of computers and other data processing items listed below.

Item	Quantity	Unit Price	Total Price
Desktop Computers	10	\$2,000	\$20,000
Fax Machine Toner	47	150	7,050
Network Cards	25	100	2,500
Backup Tapes	35	200	7,000
Printer Toner	59	140	8,260
Ink Cartridges	123	30	3,690
Miscellaneous (Mouses, anti-glare, etc)	100	15	1,500
<b>Total</b>			<b>\$50,000</b>

**✧ OBJECT 043/EQUIPMENT MAINTENANCE SUPPLIES ✧**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$1,600</b>	<b>\$1,600</b>	<b>\$0</b>

This budget funds expenses related to the maintenance of equipment used for producing a wide variety of engineering documents.

Sub-object	Description	FY2005
04399	Other Equipment Maintenance Supplies	\$1,600

**◇ OBJECT 045/SAFETY ◇**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$15,000</b>	<b>\$15,000</b>	<b>\$0</b>

This budget is used to purchase safety items such as safety boots, cones, vests, hard hats and fire extinguishers used by Construction Division employees working at various construction sites.

<u>Sub-object</u>	<u>Description</u>	<u>FY2005</u>
04599	Other Safety Expenses	\$15,000

**◇ OBJECT 049/OTHER MATERIALS AND SUPPLIES ◇**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$463,700</b>	<b>\$423,643</b>	<b>(\$40,057)</b>

This budget funds the items listed below. The \$40,057 funding reduction was achieved due to reduced demand for minor furnishings.

<u>Sub-object</u>	<u>Description</u>	<u>FY2005</u>
04921	Data Processing Material	\$176,400
04941	Minor Furnishings	159,943
04951	Other Office Supplies	85,000
04999	Other M&S	2,300
	<b>Total</b>	<b>\$423,643</b>

**✧ OBJECT 052/TAXES, LICENSES AND PERMITS ✧**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$3,800</b>	<b>\$5,000</b>	<b>\$1,200</b>

This budget funds licensing fees required for new engineers and for construction permits.

**✧ OBJECT 060/EQUIPMENT PURCHASES ✧**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>

The budget funds the purchase of high-end servers and data processing equipment needed to upgrade the Construction Division's computer network.

**✧ OBJECT 081/SERVICES OF OTHER DEPARTMENTS (AAO FUNDS) ✧**

<b>Approved FY2004</b>	<b>Approved FY2005</b>	<b>FY2005 Increase (Decrease)</b>
<b>\$888,754</b>	<b>\$828,754</b>	<b>(\$60,000)</b>

The FY2005 budget for the Services of Other Departments shows a net decrease of \$60,000. This is comprised of a \$50,000 reduction in funding for architectural services, a \$30,000 reduction in construction management services, and a \$20,000 increase to the Department of Public Work's Office of General Administration to review plans and specifications. The FY2005 budget funds the items listed below.

Sub-object	Description	FY2004	FY2005	Increase/(Decrease)
081CT	City Attorney	\$502,754	\$502,754	\$0
081C5	DTIS-IS Services	100,000	100,000	0
081ET	GF-TIS Telephone	151,000	151,000	0
081RE	GF Real Estate Service	25,000	25,000	0
081WG	DPW – General Admin	30,000	50,000	20,000
081WA	DPW-Architecture	50,000	0	(50,000)
081WM	DPW – BCM	30,000	0	(30,000)
	<b>Total</b>	<b>\$888,754</b>	<b>\$828,754</b>	<b>(\$60,000)</b>

**081CT City Attorney Legal Services** **\$502,754**

This funds legal services related to the implementation of Muni’s Capital Improvement Programs and to address employee and/or management concerns.

**081C5 DTIS-IS Services** **\$100,000**

This funds the Department of Telecommunications and Information Services for telecommunications services associated with employee moves and changes.

**081ET GF-TIS Telephone** **\$151,000**

This funds the Department of Telecommunications and Information Services for pass-through monthly telephone expenses and for providing new and replacement phones for staff. The reduction in funding for this item is based on FY2004 actual expenditures.

**081RE Real Estate Service** **\$25,000**

This funds services provided by the Department of Real Estate needed to negotiate a new lease agreement and to procure office space for the Construction Division’s engineering staff.

**081WG DPW-General Administration** **\$50,000**

This funds the Department of Public Works’s Office of General Administration for reviewing plans and specifications in order to ensure conformance with the Americans with Disabilities Act and State and local accessibility standards, per the Uniform Building Code. This work order also funds the City’s student engineering summer training program administered by DPW.

**081WA SR-DPW-Architecture** **\$0**

The architectural services provided by the Department of Public Works Bureau of Architecture will not be needed in FY2005. As a result, the work order with the Department of Public Works was cancelled.

**081WM DPW-BCM** **\$0**

The Construction Division was funding the Department of Public Works’s Bureau of Construction Management for providing information required for the development and implementation of new, replacement and reconstruction projects. This service will not be needed in FY2005.

**✧OBJECT 067/CAPITAL PROJECTS ✧**

Approved FY2004	Approved FY2005	FY2005 Increase (Decrease)
<b>\$0</b>	<b>\$5,455,683</b>	<b>\$5,455,683</b>

The Construction Division’s FY2005 budget includes \$5,455,683 to fund various capital improvement projects. Of this, \$2,235,683 was generated from the Mission and Steuart hotel lease and development agreement fees and funds the costs associated with the hotel development project. The remaining \$3,220,000 was secured from the proceeds of the Breda lease-leaseback

transaction and funds the implementation of the Third Street Pedestrian Monitoring Program, the purchase of alternative fuel vehicles, metro accessibility improvements and provides the local match required to procure light rail vehicles. These projects are discussed in greater detail below.

**Mission & Steuart Hotel Project** **2,235,683**

In 1996, the San Francisco Public Transportation Commission commissioned a Municipal Railway Assets Development Study to explore ways in which Muni could create new revenue sources through development of its real estate holdings. Among the properties examined was the Mission and Steuart layover yard. To develop this project, Muni selected Mission and Steuart Hotel Partners and entered a Hotel Lease Disposition and Development Agreement. Under this agreement, the developer has contributed \$2,235,683 to support Muni's costs associated with the hotel development.

**Third Street Pedestrian Monitoring Program** **\$1,700,000**

One of the goals of the Third Street Light Rail Transit Project is to revitalize the eastern sector of the city by implementing the Integrated Jobs/Training Apprenticeship Program. This program includes the Pedestrian Monitors Program that hires residents from the project area in order to serve as safety guides at heavily traveled street intersections. The Pedestrian Monitors will transition and become a part of the Apprenticeship Program. This project is funded from the proceeds of a lease-leaseback transaction involving Breda light rail vehicles.

**Alternative Fuel Vehicles** **\$980,000**

Muni has a phased vehicle replacement program that guides the replacement of old vehicles when they reach the end of their useful lives. According to this plan, Muni is at the initial stages of replacing its diesel coach fleet with alternative fuel vehicles. As a new technology, alternative fuel vehicles are more expensive than standard diesel coaches. This project will fund the additional costs that will be incurred to purchase alternative fuel buses. This project is funded from the proceeds of a lease-leaseback transaction involving Breda light rail vehicles.

**Metro Accessibility Improvements** **\$400,000**

Muni has a comprehensive accessible services program intended to make its fixed route bus and metro services accessible to seniors and persons with disabilities. As part of this program, Muni plans to reconstruct and modify existing metro accessibility structures that do not comply with current design standards mandated by the Americans with Disabilities Act (ADA). This project is funded from the proceeds of a lease-leaseback transaction involving Breda light rail vehicles.

**LRV 2/3 Procurement** **\$140,000**

Muni plans to use capital to procure additional light rail vehicles in order to meet the service demands that will be generated by the Third Street Light Rail project and to serve the developing Mission Bay Area. The funding approved for this project will provide the local match required to acquire capital grants. This project is funded from the proceeds of a lease-leaseback transaction involving Breda light rail vehicles.

**City and County of San Francisco**  
**Municipal Transportation Agency**  
**Major Expenditure Categories Change From Prior Year**  
**Budget Year 2004-2005**

Department : DPT                    MTA - MUNICIPAL RAILWAY  
Division : 04                        MRD-CONSTRUCTION DIVISION (CONST)

Subobject	Subobject Title	2003-2004 Board Adopted	2004-2005 Board Adopted	FY 2005 Adopted Increase (Decrease) over FY2004 Adopted	
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**PTC-MUNI RAILWAY PERSONNEL FUND**

<b>Character</b>	<b>: 021</b>	<b>NON PERSONAL SERVICES</b>			
02101	TRAVEL COSTS PAID TO EMPLOYEES	40,000	40,000	0	0.0%
02201	TRAINING COSTS PAID TO EMPLOYEES	164,400	164,400	0	0.0%
02301	AUTO MILEAGE	1,190	1,190	0	0.0%
02302	LOCAL FIELD EXP	1,810	1,810	0	0.0%
02702	ENGINEERING SERVICES	27,000	27,000	0	0.0%
02911	DP/WP EQUIPMENT MAINT	16,100	16,100	0	0.0%
02921	VEHICLE MAINT (NON CENTRAL SHOPS)	1,700	2,700	1,000	58.8%
02931	OFFICE EQUIP MAINT	5,000	5,000	0	0.0%
02999	OTHER EQUIP MAINT	1,200	1,200	0	0.0%
03011	PROPERTY RENT	2,050,454	1,693,035	(357,419)	-17.4%
03021	GARAGE RENT	28,800	26,400	(2,400)	-8.3%
03031	MISCELLANEOUS FACILITIES RENTAL	0	404,830	404,830	0.0%
03131	OFFICE MACHINE RENTAL	6,000	6,000	0	0.0%
03521	FREIGHT/DELIVERY	1,000	1,000	0	0.0%
03551	COPY MACHINE	30,500	30,500	0	0.0%
03552	PRINTING	16,162	20,000	3,838	23.7%
03561	POSTAGE	7,000	7,000	0	0.0%
03571	SUBSCRIPTIONS	1,600	3,000	1,400	87.5%
03599	OTHER CURRENT EXPENSES	29,900	29,900	0	0.0%
05221	FEES LICENSES PERMITS	3,800	5,000	1,200	31.6%
<b>TOTAL NON PERSONAL SERVICES</b>		<b>2,433,616</b>	<b>2,486,065</b>	<b>52,449</b>	<b>2.2%</b>
<b>Character</b>	<b>: 040</b>	<b>MATERIALS &amp; SUPPLIES</b>			
04399	OTHER EQUIPMENT MAINT SUPPLIES	1,600	1,600	0	0.0%
04599	OTHER SAFETY EXPENSES	15,000	15,000	0	0.0%
04921	DATA PROCESSING SUPPLIES	176,400	176,400	0	0.0%
04941	MINOR FURNISHINGS	200,000	159,943	(40,057)	-20.0%
04951	OTHER OFFICE SUPPLIES	85,000	85,000	0	0.0%
04999	OTHER MATERIALS & SUPPLIES	2,300	2,300	0	0.0%
04A01	EQUIPMENT (5K OR LESS-CONTROLLED)	50,000	50,000	0	0.0%
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>530,300</b>	<b>490,243</b>	<b>(40,057)</b>	<b>-7.6%</b>
<b>Character</b>	<b>: 060</b>	<b>CAPITAL OUTLAY</b>			
06000	EQUIPMENT PURCHASE-BUDGET	0	50,000	50,000	0.0%
06061	DATA PROCESSING EQUIPMENT	50,000	0	(50,000)	-100.0%
<b>TOTAL CAPITAL OUTLAY</b>		<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0.0%</b>

**City and County of San Francisco**  
**Municipal Transportation Agency**  
**Major Expenditure Categories Change From Prior Year**  
**Budget Year 2004-2005**

Department : DPT                    MTA - MUNICIPAL RAILWAY  
Division : 04                        MRD-CONSTRUCTION DIVISION (CONST)

Subobject	Subobject Title	2003-2004 Board Adopted	2004-2005 Board Adopted	FY 2005 Adopted Increase (Decrease) over FY2004 Adopted
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**PTC-MUNI RAILWAY PERSONNEL FUND**

Character	: 081	SERVICES OF OTHER DEPTS (AAO FUNDS)				
081C5		IS-TIS-ISD SERVICES (AAO)	100,000	100,000	0	0.0%
081CT		GF-CITY ATTORNEY-LEGAL SERVICES (	502,754	502,754	0	0.0%
081ET		GF-TIS-TELEPHONE (AAO)	151,000	151,000	0	0.0%
081RE		GF-REAL ESTATE SERVICE (AAO)	25,000	25,000	0	0.0%
081WA		SR-DPW-ARCHITECTURE (AAO)	50,000	0	(50,000)	-100.0%
081WG		SR-DPW-GENERAL ADMINISTRATION (A	30,000	50,000	20,000	66.7%
081WM		SR-DPW-CONSTRUCTION MGMT (AAO)	30,000	0	(30,000)	-100.0%
<b>TOTAL SERVICES OF OTHER DEPTS (AAO FUNDS)</b>			<b>888,754</b>	<b>828,754</b>	<b>(60,000)</b>	<b>-6.8%</b>
<b>TOTAL PTC-MUNI RAILWAY PERSONNEL FUND</b>			<b>3,902,670</b>	<b>3,855,062</b>	<b>(47,608)</b>	<b>-1.2%</b>

**City and County of San Francisco  
Municipal Transportation Agency  
Major Expenditure Categories Change From Prior Year  
Budget Year 2004-2005**

Department : DPT                    MTA - MUNICIPAL RAILWAY  
Division : 04                        MRD-CONSTRUCTION DIVISION (CONST)

Subobject	Subobject Title	2003-2004 Board Adopted	2004-2005 Board Adopted	FY 2005 Adopted Increase (Decrease) over FY2004 Adopted
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**MUNI-CAPITAL PROJECTS-UNALLOCATED**

Character	: 067	CAPITAL PROJECTS (CIP)			
	06700	BLDGS,STRUCTURES &IMPRV'T PROJEC	0	4,915,683	4,915,683    0.0%
<b>TOTAL CAPITAL PROJECTS (CIP)</b>			<b>0</b>	<b>4,915,683</b>	<b>4,915,683    0.0%</b>
<b>TOTAL MUNI-CAPITAL PROJECTS-UNALLOCATED</b>			<b>0</b>	<b>4,915,683</b>	<b>4,915,683    0.0%</b>
<b>TOTAL MRD-CONSTRUCTION DIVISION (CONST)</b>			<b>3,902,670</b>	<b>8,770,745</b>	<b>4,868,075    124.7%</b>

**City and County of San Francisco  
Municipal Transportation Agency  
Major Expenditure Categories Change From Prior Year  
Budget Year 2004-2005**

Department : DPT                    MTA - MUNICIPAL RAILWAY  
Division : AA                        MUNICIPAL RAILWAY SERVICES

Subobject	Subobject Title	2003-2004 Board Adopted	2004-2005 Board Adopted	FY 2005 Adopted Increase (Decrease) over FY2004 Adopted
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**MUNI-CAPITAL PROJECTS-UNALLOCATED**

Character	: 067	CAPITAL PROJECTS (CIP)			
	06700	BLDGS,STRUCTURES &IMPRV'T PROJEC	0	540,000	540,000    0.0%
<b>TOTAL CAPITAL PROJECTS (CIP)</b>			<b>0</b>	<b>540,000</b>	<b>540,000    0.0%</b>
<b>TOTAL MUNI-CAPITAL PROJECTS-UNALLOCATED</b>			<b>0</b>	<b>540,000</b>	<b>540,000    0.0%</b>
<b>TOTAL MUNICIPAL RAILWAY SERVICES</b>			<b>0</b>	<b>540,000</b>	<b>540,000    0.0%</b>

TABLE OF ORGANIZATION

<b>Job Class</b>	<b>Job Class Title</b>	<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2005 Changes</b>
<b>Construction Division</b>					
<b>Grants Fund</b>					
0931	Manager III	2.00	1.00	0.00	(1.00)
0941	Manager VI	1.00	1.00	1.00	0.00
0942	Manager VII	1.00	1.00	1.00	0.00
1004	Operator-Analyst	1.00	1.00	1.00	0.00
1314	Public Relations Officer	2.00	2.00	0.34	(1.66)
1404	Clerk	3.00	2.00	0.17	(1.83)
1408	Principal Clerk	3.00	2.00	1.00	(1.00)
1410	Chief Clerk	1.00	1.00	1.00	0.00
1424	Clerk Typist	1.00	1.00	1.00	0.00
1426	Senior Clerk Typist	4.00	2.00	1.00	(1.00)
1446	Secretary II	7.00	7.00	6.00	(1.00)
1450	Executive Secretary I	3.00	5.00	3.34	(1.66)
1452	Executive Secretary II	1.00	0.00	0.00	0.00
1632	Senior Account Clerk	1.00	0.00	0.00	0.00
1822	Administrative Analyst	1.00	0.00	0.00	0.00
1823	Senior Administrative Analyst	1.00	1.00	1.00	0.00
1824	Principal Administrative Analyst	1.00	1.00	0.00	(1.00)
1844	Senior Management Assistant	2.00	2.00	2.00	0.00
5162	Program Manager III	1.00	0.00	0.00	0.00
5174	Administrative Engineer	2.00	2.00	2.00	0.00
5201	Junior Engineer	1.00	0.00	0.00	0.00
5203	Assistant Engineer	51.00	46.00	37.51	(8.49)
5207	Associate Engineer	49.00	27.00	22.84	(4.16)
5211	Senior Engineer	18.00	16.00	15.00	(1.00)
5212	Principal Engineer	3.00	4.00	4.00	0.00
5241	Engineer	34.00	32.00	32.00	0.00
5288	Transit Planner II	1.00	1.00	0.00	(1.00)
5289	Transit Planner III	2.00	1.00	1.00	0.00
5290	Transit Planner IV	1.00	1.00	1.00	0.00
5354	Electrical Engineering Associate I	1.00	0.00	0.00	0.00
5362	Civil Engineering Assistant	10.00	5.00	5.00	0.00
5364	Civil Engineering Associate I	5.00	4.00	2.00	(2.00)
5366	Engineering Associate II	3.00	1.00	0.00	(1.00)
5380	Student Design Trainee I/Architecture	5.00	5.00	5.00	0.00
5502	Project Manager I	3.00	1.00	1.00	0.00
5504	Project Manager II	3.00	3.00	3.00	0.00
5506	Project Manager III	2.00	1.00	1.00	0.00
5508	Project Manager IV	1.00	1.00	1.00	0.00

TABLE OF ORGANIZATION

<b>Job Class</b>	<b>Job Class Title</b>	<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2005 Changes</b>
<b>Construction Division (Contd.)</b>					
<b>Grants Fund (Contd.)</b>					
6318	Construction Inspector	9.00	9.00	7.34	(1.66)
7318	Electronic Maintenance Technician	3.00	1.00	0.00	(1.00)
7329	Electronics Maintenance Tech Asst Supvr.	1.00	1.00	1.00	0.00
9139	Transit Supervisor	6.00	0.00	0.00	0.00
9140	Transit Manager I	1.00	0.00	0.00	0.00
9141	Transit Manager II	1.00	1.00	1.00	0.00
9184	Deputy General Manager, Dpt	1.00	1.00	1.00	0.00
9197	Signal And Systems Engineer	1.00	1.00	0.00	(1.00)
<b>Total Construction Division</b>		<b>255.00</b>	<b>195.00</b>	<b>163.54</b>	<b>(31.46)</b>

**APPROPRIATIONS AND POSITIONS  
SECTION, UNIT AND SUB-UNIT LEVELS**

**City and County of San Francisco  
Municipal Transportation Agency  
Appropriation by Index Code, By Subobject  
Budget Year 2004-2005**

Department : DPT                    MTA - MUNICIPAL RAILWAY  
 Division : 04                        MRD-CONSTRUCTION DIVISION (CONST)  
 Section : 01                         CONST-PROJECT MANAGEMENT SECTION  
 Fund : 5MCPFUNA                  MUNI-CAPITAL PROJECTS-UNALLOCATED

Subobject	Subobject Title	2004-2005 Board Adopted
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<b>Index Code</b>	<b>356922</b>	<b>ALT FUEL DEMO-CNG&amp;CNG HYBRID R&amp;D-CONTING</b>
<b>Character</b>	<b>: 067</b>	<b>CAPITAL PROJECTS (CIP)</b>
	06700	BLDGS,STRUCTURES &IMPRVT PROJECT-BUDGET
		980,000
<b>TOTAL CAPITAL PROJECTS (CIP)</b>		<b>980,000</b>
<b>TOTAL INDEX CODE</b>	<b>356922</b>	<b>980,000</b>

**City and County of San Francisco  
Municipal Transportation Agency  
Appropriation by Index Code, By Subobject  
Budget Year 2004-2005**

Department : DPT                    MTA - MUNICIPAL RAILWAY  
 Division    : 04                    MRD-CONSTRUCTION DIVISION (CONST)  
 Section     : 01                    CONST-PROJECT MANAGEMENT SECTION  
 Fund        : 5MCPFUNA        MUNI-CAPITAL PROJECTS-UNALLOCATED

Subobject	Subobject Title	2004-2005 Board Adopted
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<b>Index Code</b>	<b>357022</b>	<b>3RD STREET LIGHT RAIL - UNPROGRAMMED</b>	
<b>Character</b>	<b>: 067</b>	<b>CAPITAL PROJECTS (CIP)</b>	
	06700	BLDGS,STRUCTURES &IMPRV'T PROJECT-BUDGET	1,700,000
<b>TOTAL CAPITAL PROJECTS (CIP)</b>			<b>1,700,000</b>
<b>TOTAL INDEX CODE</b>	<b>357022</b>		<b>1,700,000</b>

**City and County of San Francisco  
Municipal Transportation Agency  
Appropriation by Index Code, By Subobject  
Budget Year 2004-2005**

Department : DPT                    MTA - MUNICIPAL RAILWAY  
 Division : 04                        MRD-CONSTRUCTION DIVISION (CONST)  
 Section : 01                         CONST-PROJECT MANAGEMENT SECTION  
 Fund : 5MCPFUNA                  MUNI-CAPITAL PROJECTS-UNALLOCATED

Subobject	Subobject Title	2004-2005 Board Adopted
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<b>Index Code</b>	<b>35CPT547999X</b>	<b>MISSION-STEUART ST DDA FEES-UNPROGRAMMED</b>	
<b>Character</b>	<b>: 067</b>	<b>CAPITAL PROJECTS (CIP)</b>	
	06700	BLDGS,STRUCTURES &IMPRVT PROJECT-BUDGET	2,235,683
		<b>TOTAL CAPITAL PROJECTS (CIP)</b>	<b>2,235,683</b>
		<b>TOTAL INDEX CODE 35CPT547999X</b>	<b>2,235,683</b>
		<b>TOTAL MUNI-CAPITAL PROJECTS-UNALLOCATED</b>	<b>4,915,683</b>
		<b>TOTAL CONST-PROJECT MANAGEMENT SECTION</b>	<b>4,915,683</b>

**City and County of San Francisco**  
**Municipal Transportation Agency**  
**Position Detail - By Index Code, By Job Class**  
**Budget Year 2004-2005**

**Department : DPT MTA - MUNICIPAL RAILWAY**  
**Division : 04 MRD-CONSTRUCTION DIVISION (CONST)**  
**Section : 01 CONST-PROJECT MANAGEMENT SECTION**

Job Class	Ret Ind	Pos Ind	Class Title	Ref No.	Min Rate	Ty pe	Max Rate	2004-2005 Board Approved	
								Count	Amount

**Sub-Fund : 5MAAAPSF PTC-MUNI RAILWAY PERSONNEL FUND**  
**Index Code : 359001 CONST-PROJECT MANAGEMENT SECTION**

**001 PERMANENT SALARIES-MISC**

0931	Z O		MANAGER III		2969 B	3979		1.00	103,852
0931	Z OR		MANAGER III	PTD	2969 B	3979		(1.00)	(103,852)
0941	Z O		MANAGER VI		3698 B	4954		1.00	129,299
0942	Z O		MANAGER VII		3949 B	5293		1.00	138,147
1314	Z O		PUBLIC RELATIONS OFFICER.....		2258 B	2745		2.00	143,289
1314	Z OD		PUBLIC RELATIONS OFFICER.....		2258 B	2745		(1.66)	(118,930)
1404	Z O		CLERK.....		1323 B	1603		1.00	41,838
1404	Z OD		CLERK.....		1323 B	1603		(1.00)	(41,838)
1408	Z O		PRINCIPAL CLERK.....		1805 B	2194		1.00	57,263
1408	Z OD		PRINCIPAL CLERK.....		1805 B	2194		(1.00)	(57,263)
1446	Z O		SECRETARY II.....		1658 B	2014		5.00	262,827
1446	Z OD		SECRETARY II.....		1658 B	2014		(1.00)	(52,565)
1450	Z O		EXECUTIVE SECRETARY I.....		1805 B	2194		2.00	114,527
1450	Z OD		EXECUTIVE SECRETARY I.....		1805 B	2194		(1.66)	(95,057)
1824	Z O		PRINCIPAL ADMINISTRATIVE ANALYST.....		2855 B	3470		1.00	90,567
1824	Z OD		PRINCIPAL ADMINISTRATIVE ANALYST.....		2855 B	3470		(1.00)	(90,567)
5203	Z O		ASSISTANT ENGINEER.....		2314 B	2813		3.00	220,258
5203	Z OD		ASSISTANT ENGINEER.....		2314 B	2813		(0.83)	(60,938)
5207	Z O		ASSOCIATE ENGINEER.....		2745 B	3337		4.00	348,383
5211	Z O		SENIOR ENGINEER.....		3679 B	4471		3.00	350,079
5212	Z O		PRINCIPAL ENGINEER.....		4067 B	4943		3.00	387,037
5241	Z O		ENGINEER.....		3179 B	3862		5.00	503,991
5288	Z O		TRANSIT PLANNER II.....		2161 B	2627		1.00	68,565
5288	Z OD		TRANSIT PLANNER II.....		2161 B	2627		(1.00)	(68,565)
5289	Z O		TRANSIT PLANNER III.....		2564 B	3117		1.00	81,354
5290	Z O		TRANSIT PLANNER IV.....		3041 B	3696		1.00	96,466
5380	Z O		STUDENT DESIGN TRAINEE I/ARCHITECTURE,..		1540 B	1540		0.50	20,097
5502	Z O		PROJECT MANAGER I.....		3573 B	3573		1.00	93,255
5504	Z O		PROJECT MANAGER II.....		4136 B	4136		3.00	323,849
5506	Z O		PROJECT MANAGER III.....		4923 B	4923		1.00	128,490
5508	Z O		PROJECT MANAGER IV.....		5475 B	5475		1.00	142,898
7318	Z O		ELECTRONIC MAINTENANCE TECHNICIAN.....		2607 B	3169		1.00	82,711
7318	Z OD		ELECTRONIC MAINTENANCE TECHNICIAN.....		2607 B	3169		(1.00)	(82,711)
7329	Z O		ELECTRONICS MAINTENANCE TECH ASST SUP		2819 B	3426		1.00	89,419
9141	Z O		TRANSIT MANAGER II.....		2902 B	3527		1.00	92,055
9997M	Z A		NON-OPERATING POSITION OFFSET.....		0 T	0		(45.50)	(4,110,516)
9997M	Z A01		NON-OPERATING POSITION OFFSET.....		0 T	0		3.00	162,968
9997M	Z A02		NON-OPERATING POSITION OFFSET.....		0 T	0		1.00	103,852
9997M	Z A03		NON-OPERATING POSITION OFFSET.....		0 T	0		6.15	448,203
9997M	Z A04		NON-OPERATING POSITION OFFSET.....		0 T	0		1.00	57,263
<b>Object</b>	<b>001</b>		<b>Subtotals</b>					<b>0.00</b>	<b>0</b>
<b>TOTAL CONST-PROJECT MANAGEMENT SECTION</b>								<b>0.00</b>	<b>0</b>

**City and County of San Francisco**  
**Municipal Transportation Agency**  
**Position Detail - By Index Code, By Job Class**  
**Budget Year 2004-2005**

Department : DPT                    MTA - MUNICIPAL RAILWAY  
 Division : 04                        MRD-CONSTRUCTION DIVISION (CONST)  
 Section : 02                         CONST-FACILITIES ENGINEERING SECTION

Job Class	Ret Ind	Pos Ind	Class Title	Ref No.	Min Rate	Ty pe	Max Rate	2004-2005 Board Approved	
								Count	Amount

Sub-Fund : 5MAAAPSF    PTC-MUNI RAILWAY PERSONNEL FUND  
 Index Code : 359002    CONST-FACILITIES ENGINEERING SECTION

<b>001    PERMANENT SALARIES-MISC</b>									
1426	Z	O	SENIOR CLERK TYPIST.....		1506 B	1827		2.00	95,369
1426	Z	OD	SENIOR CLERK TYPIST.....		1506 B	1827		(1.00)	(47,685)
1446	Z	O	SECRETARY II.....		1658 B	2014		2.00	105,131
1450	Z	O	EXECUTIVE SECRETARY I.....		1805 B	2194		1.00	57,263
1842	Z	OD	MANAGEMENT ASSISTANT.....		1960 B	2383		(2.00)	(124,393)
1842	Z	OS	MANAGEMENT ASSISTANT.....		1960 B	2383		2.00	124,393
5174	Z	O	ADMINISTRATIVE ENGINEER.....		3418 B	4155		1.00	108,446
5203	Z	O	ASSISTANT ENGINEER.....		2314 B	2813		35.00	2,569,676
5203	Z	OD	ASSISTANT ENGINEER.....		2314 B	2813		(1.00)	(73,419)
5203	Z	OD	ASSISTANT ENGINEER.....		2314 B	2813		(3.66)	(268,715)
5203	Z	OS	ASSISTANT ENGINEER.....		2314 B	2813		(2.00)	(146,839)
5207	Z	O	ASSOCIATE ENGINEER.....		2745 B	3337		20.00	1,741,914
5207	Z	OD	ASSOCIATE ENGINEER.....		2745 B	3337		(1.66)	(144,579)
5207	Z	OD	ASSOCIATE ENGINEER.....		2745 B	3337		(1.67)	(145,450)
5211	Z	O	SENIOR ENGINEER.....		3679 B	4471		6.00	700,159
5212	Z	O	PRINCIPAL ENGINEER.....		4067 B	4943		1.00	129,012
5241	Z	O	ENGINEER.....		3179 B	3862		21.00	2,116,762
5362	Z	O	CIVIL ENGINEERING ASSISTANT .....		1778 B	2161		5.00	282,011
5364	Z	O	CIVIL ENGINEERING ASSOCIATE I.....		1932 B	2348		2.00	122,566
5380	Z	O	STUDENT DESIGN TRAINEE I/ARCHITECTURE,..		1540 B	1540		3.50	140,679
9197	Z	O	SIGNAL AND SYSTEMS ENGINEER.....		4342 B	4342		1.00	113,326
9197	Z	OD	SIGNAL AND SYSTEMS ENGINEER.....		4342 B	4342		(1.00)	(113,326)
9997M	Z	A	NON-OPERATING POSITION OFFSET.....		0 T	0		(100.50)	(8,282,314)
9997M	Z	A01	NON-OPERATING POSITION OFFSET.....		0 T	0		3.00	234,430
9997M	Z	A02	NON-OPERATING POSITION OFFSET.....		0 T	0		5.32	413,294
9997M	Z	A03	NON-OPERATING POSITION OFFSET.....		0 T	0		3.67	292,289
<b>Object</b>	<b>001</b>		<b>Subtotals</b>					<b>0.00</b>	<b>0</b>
<b>TOTAL CONST-FACILITIES ENGINEERING SECTION</b>								<b>0.00</b>	<b>0</b>

**City and County of San Francisco**  
**Municipal Transportation Agency**  
**Position Detail - By Index Code, By Job Class**  
**Budget Year 2004-2005**

Department : DPT                    MTA - MUNICIPAL RAILWAY  
 Division : 04                        MRD-CONSTRUCTION DIVISION (CONST)  
 Section : 03                         CONST-CONSTRUCTION MANAGEMENT SECTION

Job Class	Ret Ind	Pos Ind	Class Title	Ref No.	Min Rate	Type	Max Rate	2004-2005 Board Approved	
								Count	Amount

Sub-Fund : 5MAAAPSF    PTC-MUNI RAILWAY PERSONNEL FUND  
 Index Code : 359003    CONST-CONSTRUCTION MANAGEMENT SECTION

<b>001    PERMANENT SALARIES-MISC</b>									
5203	Z	O	ASSISTANT ENGINEER.....		2314	B	2813	6.00	440,516
5207	Z	O	ASSOCIATE ENGINEER.....		2745	B	3337	2.00	174,191
5207	Z	OD	ASSOCIATE ENGINEER.....		2745	B	3337	(0.83)	(72,289)
5211	Z	O	SENIOR ENGINEER.....		3679	B	4471	5.00	583,466
5241	Z	O	ENGINEER.....		3179	B	3862	5.00	503,991
5364	Z	O	CIVIL ENGINEERING ASSOCIATE I.....		1932	B	2348	2.00	122,566
5364	Z	OD	CIVIL ENGINEERING ASSOCIATE I.....		1932	B	2348	(2.00)	(122,566)
5366	Z	O	ENGINEERING ASSOCIATE II.....		2236	B	2719	1.00	70,966
5366	Z	OD	ENGINEERING ASSOCIATE II.....		2236	B	2719	(1.00)	(70,966)
5380	Z	O	STUDENT DESIGN TRAINEE I/ARCHITECTURE,..		1540	B	1540	0.50	20,097
6318	Z	O	CONSTRUCTION INSPECTOR.....		2454	B	2983	9.00	700,707
6318	Z	OD	CONSTRUCTION INSPECTOR.....		2454	B	2983	(1.66)	(129,241)
9997M	Z	A	NON-OPERATING POSITION OFFSET.....		0	T	0	(30.50)	(2,616,500)
9997M	Z	A01	NON-OPERATING POSITION OFFSET.....		0	T	0	3.00	193,532
9997M	Z	A02	NON-OPERATING POSITION OFFSET.....		0	T	0	2.49	201,530
<b>Object</b>	<b>001</b>		<b>Subtotals</b>					<b>0.00</b>	<b>0</b>
<b>TOTAL CONST-CONSTRUCTION MANAGEMENT SECTION</b>								<b>0.00</b>	<b>0</b>

**City and County of San Francisco**  
**Municipal Transportation Agency**  
**Appropriation by Index Code, By Subobject**  
**Budget Year 2004-2005**

**Department : DPT**                    **MTA - MUNICIPAL RAILWAY**  
**Division : 04**                        **MRD-CONSTRUCTION DIVISION (CONST)**  
**Section : 04**                         **CONST-PROJECT SUPPORT SERVICES SECTION**  
**Fund : 5MAAAPSF**                **PTC-MUNI RAILWAY PERSONNEL FUND**

Subobject	Subobject Title	2004-2005 Board Adopted
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**Index Code 359004**                    **CONST-PROJECT SUPPORT SERVICES SECTION**

**Character : 021**                    **NON PERSONAL SERVICES**

02101	TRAVEL COSTS PAID TO EMPLOYEES	40,000
02201	TRAINING COSTS PAID TO EMPLOYEES	164,400
02301	AUTO MILEAGE	1,190
02302	LOCAL FIELD EXP	1,810
02702	ENGINEERING SERVICES	27,000
02911	DP/WP EQUIPMENT MAINT	16,100
02921	VEHICLE MAINT (NON CENTRAL SHOPS)	2,700
02931	OFFICE EQUIP MAINT	5,000
02999	OTHER EQUIP MAINT	1,200
03011	PROPERTY RENT	1,693,035
03021	GARAGE RENT	26,400
03031	MISCELLANEOUS FACILITIES RENTAL	404,830
03131	OFFICE MACHINE RENTAL	6,000
03521	FREIGHT/DELIVERY	1,000
03551	COPY MACHINE	30,500
03552	PRINTING	20,000
03561	POSTAGE	7,000
03571	SUBSCRIPTIONS	3,000
03599	OTHER CURRENT EXPENSES	29,900
05221	FEES LICENSES PERMITS	5,000

**TOTAL NON PERSONAL SERVICES**                    **2,486,065**

**Character : 040**                    **MATERIALS & SUPPLIES**

04399	OTHER EQUIPMENT MAINT SUPPLIES	1,600
04599	OTHER SAFETY EXPENSES	15,000
04921	DATA PROCESSING SUPPLIES	176,400
04941	MINOR FURNISHINGS	159,943
04951	OTHER OFFICE SUPPLIES	85,000
04999	OTHER MATERIALS & SUPPLIES	2,300
04A01	EQUIPMENT (5K OR LESS-CONTROLLED ASSET)	50,000

**TOTAL MATERIALS & SUPPLIES**                    **490,243**

**Character : 060**                    **CAPITAL OUTLAY**

06000	EQUIPMENT PURCHASE-BUDGET	50,000
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**TOTAL CAPITAL OUTLAY**                    **50,000**

**Character : 081**                    **SERVICES OF OTHER DEPTS (AAO FUNDS)**

081C5	IS-TIS-ISD SERVICES (AAO)	100,000
081CT	GF-CITY ATTORNEY-LEGAL SERVICES (AAO)	502,754
081ET	GF-TIS-TELEPHONE (AAO)	151,000
081RE	GF-REAL ESTATE SERVICE (AAO)	25,000
081WG	SR-DPW-GENERAL ADMINISTRATION (AAO)	50,000

**TOTAL SERVICES OF OTHER DEPTS (AAO FUNDS)**                    **828,754**

**TOTAL INDEX CODE 359004**                    **3,855,062**

**TOTAL PTC-MUNI RAILWAY PERSONNEL FUND**                    **3,855,062**

**TOTAL CONST-PROJECT SUPPORT SERVICES SECTION**                    **3,855,062**

**City and County of San Francisco**  
**Municipal Transportation Agency**  
**Position Detail - By Index Code, By Job Class**  
**Budget Year 2004-2005**

**Department : DPT MTA - MUNICIPAL RAILWAY**  
**Division : 04 MRD-CONSTRUCTION DIVISION (CONST)**  
**Section : 04 CONST-PROJECT SUPPORT SERVICES SECTION**

Job Class	Ret Ind	Pos Ind	Class Title	Ref No.	Min Rate	Ty pe	Max Rate	2004-2005 Board Approved	
								Count	Amount

**Sub-Fund : 5MAAAPSF PTC-MUNI RAILWAY PERSONNEL FUND**  
**Index Code : 359004 CONST-PROJECT SUPPORT SERVICES SECTION**

<b>001 PERMANENT SALARIES-MISC</b>									
1004	Z	O	OPERATOR-ANALYST.....		1867	B	2269	1.00	59,221
1404	Z	O	CLERK.....		1323	B	1603	1.00	41,838
1404	Z	OD	CLERK.....		1323	B	1603	(0.83)	(34,726)
1408	Z	O	PRINCIPAL CLERK.....		1805	B	2194	1.00	57,263
1410	Z	O	CHIEF CLERK.....		2069	B	2514	1.00	65,615
1424	Z	O	CLERK TYPIST.....		1375	B	1666	1.00	43,483
1450	Z	O	EXECUTIVE SECRETARY I.....		1805	B	2194	2.00	114,527
1823	Z	O	SENIOR ADMINISTRATIVE ANALYST.....		2442	B	2969	1.00	77,491
1844	Z	O	SENIOR MANAGEMENT ASSISTANT.....		2247	B	2732	2.00	142,610
5174	Z	O	ADMINISTRATIVE ENGINEER.....		3418	B	4155	1.00	108,446
5203	Z	O	ASSISTANT ENGINEER.....		2314	B	2813	2.00	146,839
5203	Z	OD	ASSISTANT ENGINEER.....		2314	B	2813	(1.00)	(73,419)
5207	Z	O	ASSOCIATE ENGINEER.....		2745	B	3337	1.00	87,096
5211	Z	O	SENIOR ENGINEER.....		3679	B	4471	2.00	233,386
5211	Z	OD	SENIOR ENGINEER.....		3679	B	4471	(1.00)	(116,693)
5241	Z	O	ENGINEER.....		3179	B	3862	1.00	100,798
5380	Z	O	STUDENT DESIGN TRAINEE I/ARCHITECTURE,..		1540	B	1540	0.50	20,097
9184	Z	O	DEPUTY GENERAL MANGER, DPT		4437	B	5676	1.00	148,144
9997M	Z	A	NON-OPERATING POSITION OFFSET.....		0	T	0	(18.50)	(1,446,854)
9997M	Z	A01	NON-OPERATING POSITION OFFSET.....		0	T	0	1.00	116,693
9997M	Z	A02	NON-OPERATING POSITION OFFSET.....		0	T	0	1.83	108,145
<b>Object</b>	<b>001</b>		<b>Subtotals</b>					<b>0.00</b>	<b>0</b>
<b>TOTAL CONST-PROJECT SUPPORT SERVICES SECTION</b>								<b>0.00</b>	<b>0</b>

**City and County of San Francisco  
Municipal Transportation Agency  
Appropriation by Index Code, By Subobject  
Budget Year 2004-2005**

Department : DPT                    MTA - MUNICIPAL RAILWAY  
 Division : AA                        MUNICIPAL RAILWAY SERVICES  
 Section :  
 Fund : 5MCPFUNA            MUNI-CAPITAL PROJECTS-UNALLOCATED

Subobject	Subobject Title	2004-2005 Board Adopted
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<b>Index Code</b>	<b>355845</b>	<b>METRO ACCESS IMP UNPROGRA</b>	
<b>Character</b>	<b>: 067</b>	<b>CAPITAL PROJECTS (CIP)</b>	
	06700	BLDGS,STRUCTURES &IMPRV'T PROJECT-BUDGET	400,000
<b>TOTAL CAPITAL PROJECTS (CIP)</b>			<b>400,000</b>
<b>TOTAL INDEX CODE 355845</b>			<b>400,000</b>

**City and County of San Francisco  
Municipal Transportation Agency  
Appropriation by Index Code, By Subobject  
Budget Year 2004-2005**

Department : DPT                    MTA - MUNICIPAL RAILWAY  
 Division : AA                        MUNICIPAL RAILWAY SERVICES  
 Section :  
 Fund : 5MCPFUNA            MUNI-CAPITAL PROJECTS-UNALLOCATED

Subobject	Subobject Title	2004-2005 Board Adopted
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<b>Index Code</b>	<b>357200</b>	<b>LRV PURCHASE PHASE II-UNPROGRAMMED</b>	
<b>Character</b>	<b>: 067</b>	<b>CAPITAL PROJECTS (CIP)</b>	
	06700	BLDGS,STRUCTURES &IMPRV'T PROJECT-BUDGET	140,000
<b>TOTAL CAPITAL PROJECTS (CIP)</b>			<b>140,000</b>
<b>TOTAL INDEX CODE 357200</b>			<b>140,000</b>
<b>TOTAL MUNI-CAPITAL PROJECTS-UNALLOCATED</b>			<b>540,000</b>
<b>TOTAL</b>			<b>540,000</b>

## INDEX CODES

Construction Division  
List of Index Codes (Charge and Budget)

<b>Municipal Transportation Agency (MTA)</b>						<b>Charge</b>	<b>Budget</b>
						<b>Index</b>	<b>Index</b>
<b>Div</b>	<b>Sec</b>	<b>Index Code Title</b>				<b>Code</b>	<b>Code</b>
04		<b>MRD-CONSTRUCTION DIVISION (CONST)</b>					
<i>FUND: 5MAAAPSF - MRD PERSONNEL FUND</i>							
04	01	<b>CONST-Project Management Section</b>				359001	359001
<i>Temporary Cost Center Until Funding Received From Federal Section 9 Grant</i>							
04	01	MUNI Power Study				359036	359001
<i>Temporary Cost Center Until Funding Received From Transportation Authority</i>							
04	01	Project Management-CPT448.1				359068	359001
04	01	Construction Management-CPT448.1				359069	359001
<i>Temporary Cost Center Until Funding Received</i>							
04	01	Special Projects - Project Management				359070	359001
04	01	Special Projects - Engineering				359071	359001
04	01	Special Projects - Construction Management				359072	359001
04	02	<b>CONST-Facilities Engineering Section</b>				359002	359002
<i>Temporary Cost Center Until Funding Received From Federal Section 9 Grant</i>							
04	02	MUNI Power Study				359037	359002
04	03	<b>CONST-Construction Management Section</b>				359003	359003
04	04	<b>CONST-Project Support Services Section</b>				359004	359004
<b>Cost Centers For PMIS Division 04 Overhead Allocation Process</b>							
04	04	TransLink				359049	359004
04	04	TransBay Terminal				359050	359004
04	04	Radio/GPS/AVL project development				359052	359004
04	04	CaPWoC activities				359054	359004
04	04	Fleet & Power System Integration				359055	359004
04	04	ITS and Communications Standards				359056	359004
04	04	Fleet integration activities				359057	359004
04	04	ATCS unfunded activities				359058	359004
04	04	CaPWoC Overhead Subcommittee				359062	359004
04	04	CaPWoC Communications Subcommittee				359063	359004
04	04	CaPWoC Rail Subcommittee				359064	359004
04	04	DPT ITMS Integration				359065	359004
04	04	MUNI/DPT Joint Development-Potrero Yard				359073	359004
04	04	Recruitment				359074	359004
04	04	L Line Cost Center Proj- Mgmt Svcs				359076	359004
04	04	L Line Cost Center - Engineering Svcs				359077	359004

Construction Division  
List of Index Codes (Charge and Budget)

<b>Municipal Transportation Agency (MTA)</b>						<b>Charge</b>	<b>Budget</b>
						<b>Index</b>	<b>Index</b>
<b>Div</b>	<b>Sec</b>	<b>Index Code Title</b>				<b>Code</b>	<b>Code</b>
04		<b>MRD-CONSTRUCTION DIVISION (CONST)</b>					
04	04	<b>CONST-Project Support Services Section (Contd.)</b>				359004	359004
		<b>Cost Centers For PMIS Division 04 Overhead Allocation Process (Contd.)</b>					
04	04	L Line Cost Center - Construction Mgmt				359078	359004
04	04	Presidio/Potrero Bus Lift-Project Mgmt				359082	359004
04	04	Presidio/Potrero Bus Lift- Engr Svcs				359083	359004
04	04	New Central Subway-Project Management				359086	359004
04	04	New Central Subway-Engineering Services				359087	359004
04	04	CaPWOC Facilities Subcommittee				359088	359004
04	04	CaPWOC Fleet Subcommittee				359089	359004
04	04	Alternative Fuel Vehicle and Fac Integ				359090	359004
04	04	WAFER (Wayside Fare Equip Repl) Committee				359091	359004
04	04	IT Applications Integration				359092	359004
04	04	Metro Subway Overhead Replacement Coord				359093	359004
04	04	BART-MUNI Balboa Park Stn Improvements				359094	359004
04	04	Enterprise GIS Project Integration				359095	359004
04	04	Street Inspection Rail & Overhead System				359096	359004
04	04	MMX - Project Management				359097	359004
04	04	MMX - Engineering				359098	359004
04	04	MMX - Construction Management				359099	359004
04	04	CIP Estimates				359100	359004
04	04	Support Of Other Divisions				359101	359004
04	04	Unfunded Record Documents				359102	359004
04	04	Legal Defense				359103	359004
04	04	Non-Project Safety Studies				359104	359004
04	04	Tunnel Inspection				359105	359004
04	04	Anti-Graffiti Project				359106	359004
04	04	Southern Intermodal Terminal-PM Services				359107	359004
04	04	Southern Intermodal Terminal-Engineering Svcs				359108	359004
04	04	Central Freeway-Utility Relocaton				359111	359004
		<b>Cost Centers For Woods Facility Restroom</b>					
04	04	Woods Facility Restroom Project Mgt.				359059	359004
04	04	Woods Facility Restroom Engineering				359060	359004
04	04	Woods Facility Restroom Construction Mgt.				359061	359004
04	04	Woods Facility Phase II-Project Mgt				359081	359004
04	04	Woods Facility Phase II-Engineering Svcs				359084	359004
04	04	Woods Facility Phase II-Construction Mgt				359085	359004
		<b>Cost Centers For Presidio/Potrero Bus Lifts Project</b>					
04	04	Presidio/Potrero Bus Lifts Project Management				359082	359004
04	04	Presidio/Potrero Bus Lifts Engineering Services				359083	359004