WASHINGTON HEADQUARTERS SERVICES Buildings Maintenance Fund Summary of Operations

Industrial Fund Functions:

The Buildings Maintenance Fund (BMF) is a revolving fund that operates under authority of Section 2208 of Title 10, United States Code. The BMF finances the operation, maintenance, protection and repair of government-owned and leased facilities (exclusive of the Pentagon Reservation) that are controlled by the Washington Headquarters Services (WHS) and are occupied by Department of Defense (DoD) military and/or civilian personnel. Such facilities include, but are not limited to those operated by WHS under delegations of authority from the General Services Administration (GSA). Services provided by the BMF include:

Real Property Operations. Includes cleaning, preventive maintenance, operation and repair of building mechanical and electrical systems, administrative support, perimeter protection and law enforcement services.

Repair. Includes repair projects over \$10,000 and cyclic painting. These projects maintain the facilities at levels adequate to support the assigned missions and to prevent deterioration and damage to buildings, their support systems and operating equipment. Repair projects are prioritized and accomplished within available revenues. Protection of the Government's investment, cost effectiveness, health and safety of workers and the public are among the most important criteria for determining project priorities.

The BMF has been designed to operate on a break-even basis over the long term. Revenue to the BMF is generated from various sources. However, the BMF is primarily dependent upon user fees paid by DoD Components for operation, maintenance and repair services provided in twenty-nine federally owned and leased facilities that are managed by WHS under GSA/DoD interagency agreements. In addition, costs incurred for alterations, security, heating, air-conditioning and other building services above those levels supported by GSA are recovered on a reimbursable job-order basis from the DoD tenants receiving the premium services.

Budget Highlights:

Operating expenses for real property operations and repairs for FY 2001 through FY 2002 are \$33.0 million and \$28.7 million, respectively. Estimates for FY 2002 assume average annual inflationary increases for utilities, fuels, supplies and service contracts of 1.7 percent. FY 2002 estimates provide for FY 2002 civilian pay raises of 3.6 percent for General Schedule and Wage Grade personnel and the annualization of FY 2001 increases. Maintenance and repair services will be maintained at commercially equivalent levels. Protection services will be provided consistent with presidential guidance establishing minimum-security standards for the Federal Government and determinations by the Secretary regarding appropriate modes of response to the threat of terrorist actions directed against WHS controlled facilities and/or their occupants. WHS

as the delegatee agency responsible for the operation and protection of these GSA facilities, is required to recover these costs directly from the Military Services, other DoD Components and Government agencies and others that are assigned space in these buildings.

WASHINGTON HEADQUARTERS SERVICES BUILDINGS MAINTENANCE FUND PROGRAM AND FINANCING SUMMARY (Dollars in Millions)

	FY 2000	FY 2001	FY 2002
Fund Balance (Unobligated Balance			
Available) Start of Year:	11.5	12.8	12.9
User Charges			
Federal Funds	25.7	33.0	27.9
Non Federal Funds	0.0	0.0	0.0
Total User Charges:	25.7	33.0	27.9
Obligations:			
Real Property Operations:			
Cleaning	1.0	1.0	1.0
Maintenance	0.7	0.8	0.8
Utilities and Fuels	1.9	1.6	1.7
Protection	1.8	6.3	6.4
Other Building Services	0.0	0.2	0.2
Administrative	4.5	6.0	6.7
Repairs (over \$10,000)	0.3	0.5	0.5
Reimbursable Services (Above Std.):			
Cleaning	0.0	0.0	0.0
Maintenance	0.0	0.0	0.0
Utilities and Fuels	1.1	1.2	1.3
Protection	5.4	5.5	5.5
Space Adjustments and Other	9.1	9.8	9.6
Administrative	0.0	0.0	0.0
Total Obligations:	25.8	33.0	33.5
Recovery of Prior Year Obligations	1.3	0.0	0.0
Fund Balance (Unobligated Balance			
Available) End of Year	12.8	12.9	7.2

WASHINGTON HEADQUARTERS SERVICES BUILDINGS MAINTENANCE FUND STATEMENT OF FINANCIAL CONDITION (Dollars in Millions)

	<u>FY 2000</u>	FY 2001	FY 2002
Assets:			
Selected Assets:			
Fund Balance with Treasury	3.7	20.9	17.5
Accounts Receivable	2.7	1.2	1.2
Inventories	0.0	0.0	0.0
Capital Inventory (Net)	0.0	0.0	0.0
Total Assets:	6.4	22.1	18.7
Liabilities:			
Selected Liabilities:			
Accounts Payable	0.2	1.4	1.4
Accrued Liabilities	0.2	0.6	0.6
Total Liabilities:	0.4	2.0	2.0
Government Equity:			
Paid-in-Capital			
(Assets Capitalized Less	6.0	20.1	16.7
Liabilities Assumed)	0.0	0.0	0.0
Unexpended Appropriations	0.0	0.0	0.0
Total Government Equity:	6.0	20.1	16.7
Total Liabilities and Equity:	6.4	22.1	18.7

WASHINGTON HEADQUARTERS SERVICES BUILDINGS MAINTENANCE FUND REVENUE AND EXPENSES (Dollars in Millions)

	FY 2000	FY 2001	FY 2002
Revenue	\$23.6	\$33.0	\$28.7
Operating Expenses:			
Real Property Operations:			
Cleaning	\$0.9	\$0.9	\$1.0
Maintenance	\$0.6	\$0.8	\$0.8
Utilities and Fuels	\$1.9	\$1.0	\$1.0
Protection	\$1.5	\$7.4	\$7.1
Other Building Services	\$0.0	\$0.1	\$0.0
Administrative - RE&F	\$4.6	\$4.9	\$5.6
Repairs (over \$10,000)	\$0.3	\$0.5	\$0.6
Reimbursable Services (Above Std.):			
Cleaning	\$0.0	\$0.0	\$0.0
Maintenance	\$0.0	\$0.0	\$0.0
Utilities and Fuels	\$1.1	\$1.7	\$1.0
Protection	\$5.4	\$6.6	\$4.9
Space Adjustments and Other	\$7.4	\$9.1	\$6.8
Administrative	\$0.0	\$0.0	\$0.0
Depreciation	\$0.0	\$0.0	\$0.0
Total Operating Expenses:	\$23.6	\$33.0	\$28.7
Cost of Services:	\$23.6	\$33.0	\$28.7
Net Operating Results	\$0.0	\$0.0	\$0.0
Accumulated Operating Results:	\$0.0	\$0.0	\$0.0

WASHINGTON HEADQUARTERS SERVICES BUILDINGS MAINTENANCE FUND OBJECT CLASSIFICATION (DOLLARS IN THOUSANDS)

		FY 2000	FY 2001	FY 2002
		<u>Actual</u>	<u>Estimate</u>	<u>Estimate</u>
F	Reimbursable Obligations:			
	Personnel Compensation:			
21.111	Full-Time Permanent	3,405	3,541	3 , 672
21.131	Other Full-Time Permanent	0	0	0
21.151	Other Personnel Compensation	68	70	72
	Total Personnel Compensation	3,473	3,611	3,744
22.211	Personnel Benefits: Civilian Personnel	772	812	836
22.101	Travel and Transportation of Persons	2	2	2
22.201	Transportation of Things	0	0	0
22.331	Communications, Utilities and Miscellaneous	2,077	2,227	2,262
22.401	Printing and Reproduction	0	0	0
22.523	Contracts	17,540	25,011	25 , 319
22.601	Supplies and Materials	82	90	98
23.101	Equipment	1,798	1,247	1,267
24.301	Interest and Dividends	0	0	0
	Total Other Obligations	22 , 271	29 , 389	29,784
	Total Reimbursable Obligations	25,744	33,000	33,528

WASHINGTON HEADQUARTERS SERVICES Buildings Maintenance Fund FY 2002 AMENDED BUDGET SUBMISSION

CIVILIAN PERSONNEL COSTS
FY 2000
(\$ in thousands)

		Begin Strength	En <u>Strer</u> <u>Total</u>		Full- Equiv Total		Basic Compensation	Overtime <u>Pay</u>	Holiday <u>Pay</u>	Other	Total <u>Variables</u>	Total Compensation OC 11	<u>Benefits</u>	Compensation & Benefits
1.	Direct Hire Civilians													
	a. U.S. Employees (1) Classified and Administrative													
	(a) General Schedule (Rate)	60	57	56	57	56	3,330 (58,421)	6	0	60	66	3,396 (59,579)	726 (0.21802)	4,122 (72,316)
	(2) Wage System (Rate)	3	2	2	2	2	2 75 (37,500)	0	0	2	2	77 (38,500)	21 (0.28000)	98 (49,000)
	Subtotal United States (Rate)	63	59	58	59	58	3,405 (57,712)	6	0	62	68	3,473 (58,864)	747 (0.21938)	4,220 (71,526)
	b. Total Direct Hire (Rate)	63	59	58	59	58	3,405 (57,712)	6	0	62	68	3,473 (58,864)	747 (0.21938)	4,220 (71,526)
2.	Benefits for Former Employees (OC-13): a. Vol. Sep. Pay b. Percent Early Retirement												25 0	
3.	TOTAL CIVILIAN PERSONNEL (Rate)	63	59	58	59	58	3,405 (57,712)	6	0	62	68	3,473 (58,864)	772 (0.22673)	4,245 (71,949)
4.	Reimbursable Data a. U.S. Direct Hire	63	59	58	59	58	3,405	6	0	62	68	3,473	772	4,245
	b. Total Direct Hires	63	59	58	59	58	3,405	6	0	62	68	3,473	772	4,245
5.	DIRECT FUNDED CIVILIAN PERSONNEL (Rate)	0	0	0	0	(0	0	0	0	0	0	0	0

WASHINGTON HEADQUARTERS SERVICES Buildings Maintenance Fund FY 2002 AMENDED BUDGET SUBMISSION

CIVILIAN PERSONNEL COSTS FY 2001 (\$ in thousands)

	Begin <u>Strength</u>	En <u>Strer</u> <u>Total</u>		Full-' <u>Equiva</u> <u>Total</u>		Basic Compensation	Overtime <u>Pay</u>	Holiday <u>Pay</u>	Other	Total <u>Variables</u>	Total Compensation OC 11	<u>Benefits</u>	Compensation & Benefits
1. Direct Hire Civilians													
a. U.S. Employees (1) Classified and Administrative													
(a) General Schedule (Rate)	57	63	62	63	62	3,425 (54,370)	6	0	62	68	3,493 (55,456)	790 (0.23066)	4,283 (67,986)
(2) Wage System (Rate)	2	3	3	3	3	116 (38,667)	0	0	2	2	118 (39,319)	22 (0.18838)	140 (46,652)
Subtotal United States (Rate)	59	66	65	66	65	3,541 (53,652)	6	0	64	70	3,611 (54,712)	812 (0.22927)	4,423 (67,021)
b. Total Direct Hire (Rate)	59	66	65	66	65	3,541 (53,652)	6	0	64	70	3,611 (54,712)	812 (0.22927)	4,423 (67,021)
2. Benefits for Former Employees (OC-13): a. Vol. Sep. Pay												0	0
3. TOTAL CIVILIAN PERSONNEL (Rate)	59	66	65	66	65	3,541 (53,652)	6	0	64	70	3,611 (54,712)	812 (0.22927)	4,423 (67,014)
4. Reimbursable Data a. U.S. Direct Hire	59	66	65	66	65	3,541	6	0	64	70	3,611	812	4,423
b. Total Direct Hires	59	66	65	66	65	3,541	6	0	64	70	3,611	812	4,423
5. DIRECT FUNDED CIVILIAN PERSONNEL (Rate)	0	0	0	0	0	0	0	0	0	0	0	0	0

WASHINGTON HEADQUARTRS SERVICES Buildings Maintenance Fund FY 2002 AMENDED BUDGET SUBMISSION

CIVILIAN PERSONNEL COSTS
FY 2002
(\$ in thousands)

		Begin Strength	End Stren		Full- <u>Equiv</u> <u>Total</u>		Basic Compensation	Overtime <u>Pay</u>	Holiday <u>Pay</u>	Other OC 11	Total <u>Variables</u>	Total Compensation OC 11	<u>Benefits</u>	Compensation & Benefits
1.	Direct Hire Civilians													
	a. U.S. Employees (1) Classified and Administrative													
	(a) General Schedule (Rate)	63	68	67	68	6*	7 3,551 (52,221)	6	0	63	69	3,620 (53,235)	813 (0.22895)	4,433 (65,198)
	(2) Wage System (Rate)	3	3	3	3	Ş	3 121 (40,333)	1	0	2	3	124 (41,371)	23 (0.18855)	147 (48,927)
	Subtotal United States (Rate)	66	71	70	71	70	3,672 (51,714)	7	0	65	72	3,744 (52,729)	836 (0.22762)	4,580 (64,511)
	b. Total Direct Hire (Rate)	66	71	70	71	70	3,672 (51,714)	7	0	65	72	3,744 (52,729)	836 (0.22762)	4,580 (64,511)
2.	Benefits for Former Employees (OC-13): a. Vol. Sep. Pay												0	0
3.	TOTAL CIVILIAN PERSONNEL (Rate)	66	71	70	71	70	3,672 (51,714)	7	0	65	72	3,744 (52,729)	836 (0.22762)	4,580 (64,511)
4.	Reimbursable Data a. U.S. Direct Hire	66	71	70	71	70	3,672	7	0	65	72	3,744	836	4,580
	b. Total Direct Hires	66	71	70	71	70	3,672	7	0	65	72	3,744	836	4,580
5.	DIRECT FUNDED CIVILIAN PERSONNEL (Rate)	0	0	0	0	(0	0	0	0	0	0	0	0