Fund Summary

Fund Name	:	Contractor Responsibility Fund
Business Area	:	Office of Business Opportunity
Fund No./Bus. Area No.	:	2424 / 5100

	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Beginning Fund Balance	2,045,932	2,045,932	**1,248,054**
Current Revenues	421,876	554,699	**574,282**
Total Available Resources	2,467,808	2,600,631	**1,822,336**
Maintenance and Operations	952,577	952,577	**678,186**
Other Interfund Transfers	400,000	400,000	**400,000**
Total Expenditures	1,352,577	1,352,577	**1,078,186**
Planned Ending Fund Balance	1,115,231	1,248,054	**744,150**
Total Budget	2,467,808	2,600,631	**1,822,336**
Fund Balance Distribution			
Non-Spendable	0	0	**0**
Restricted	1,115,231	1,248,054	**744,150**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2015 Budget, the FY2015 Estimate and the FY2016 Budget for the Contractor Responsibility Fund. Also included are the beginning and ending fund balance, total revenues and total expenditures.

The Contractor Responsibility Fund was established with ordinance 2007-534 in July 2007. Through the implementation of Executive Order 1-7, the City of Houston created the Pay or Play Program (POP), which is administered by the Office of Business Opportunity.

The Pay or Play program is designed to foster health care options for the citizens of Houston and Harris County area, create a level playing field for contractors bidding on City of Houston projects and defray the costs of the local uninsured workforce. Pursuant to Executive Order 1-7, contractors subject to Pay or Play are required to offer employees a minimal level of health benefits. Contractors who do not provide health benefits to their employees will contribute $1 for each regular hour of work performed by covered employees on a covered City contract. The revenue collected from the Contractor Responsibility Fund is used to offset the costs of uninsured citizens in the Houston and Harris County area. Currently, the revenue is used to support health programs such as the Care Houston Program, Tex-Health Harris County 3-Share Program, and the Alternative Transportation Program as well as the costs associated with administering the program.

The Care Houston Program is a collaboration between the Houston Fire Department (HFD) and Health & Human Services Department (HHS) to decrease the volume of non-emergency calls for Emergency Medical Services (EMS) and reduce the use of HFD personnel for non-emergency responses. The program requires EMS to identify residents who have made more than five emergency calls in a 90 day period and forward the information to HHS. HHS staff contacts the resident and if she/he agrees to participate in the program, a nurse case manager makes a home visit, conducts a needs assessment, assists the resident in devising a service plan, and provides social and medical referrals as needed.

The TexHealth Harris County 3-Share Plan uses the Contractor Responsibility Fund to subsidize insurance premiums for small business owners who have been unable to provide health coverage to their employees due to high premiums and administrative costs. This plan has afforded businesses an opportunity to participate in a low-cost program that benefits not only the employee, but the employer as well.

The Alternative Transportation Program (ATP) is a collaboration among Harris County Healthcare Alliance, Houston Fire Department (HPD), Harris County RIDES, and Community Health Centers. ATP provides non-emergency 9-1-1 callers with the option of a no-cost cab ride to an emergency department or a community health center. It also provides the option of scheduling an appointment at a community health center at no charge to the caller. This helps divert from the emergency medical system those patients who do not need emergency care and can benefit more from primary care services.

Business Area Budget Summary

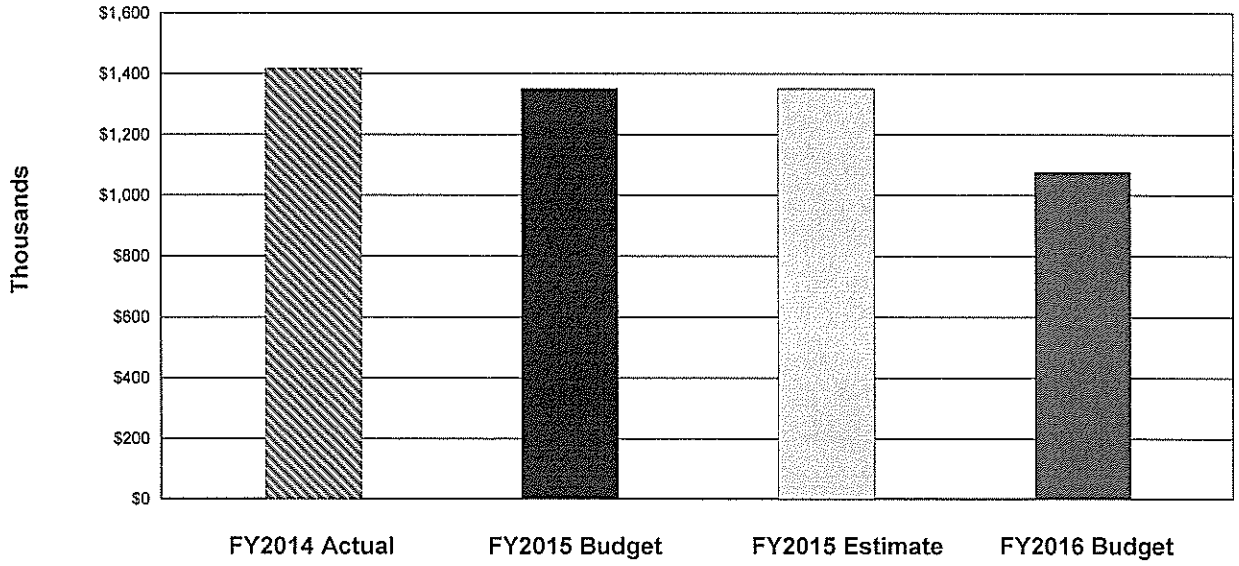
Fund Name : Contractor Responsibility Fund
Business Area : Office of Business Opportunity
Fund No. /Bus. Area No. : 2424 / 5100

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	116,829	122,508	122,508	**129,276**
	Other Services and Charges	502,731	830,069	830,069	**548,910**
	Total M & O Expenditures	619,560	952,577	952,577	**678,186**
	Debt Service & Other Uses	800,000	400,000	400,000	**400,000**
	Total Expenditure	1,419,560	1,352,577	1,352,577	**1,078,186**
Revenues		390,183	421,876	554,699	**574,282**
Staffing	Full-Time Equivalents - Civilian	2.0	2.0	2.0	**2.0**
	Full-Time Equivalents - Classified	0.0	0.0	0.0	**0.0**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	2.0	2.0	2.0	**2.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o The FY2016 Budget provides funding for health benefits and pension contributions.
- o Continue commitment to support the Care Houston Program with estimated costs of $400,000.
- o Decrease support for the Tex-Health Harris County 3 Share Plan due to the anticipation of more enrollees signing up for healthcare through the Affordable Care Act Marketplace.
- o Decrease in funding for the Alternative Transportation Program due to changes in scope of services over a specific period of time.

Contractor Responsibility Fund
Office of Business Opportunity
Expenditure Summary



Business Area Performance Measures

Fund Name : Contractor Responsibility Fund
Business Area : Office of Business Opportunity
Fund No. /Bus. Area No. : 2424 / 5100

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
Ratio of Play Option Contracts	J	65%	40%	57%	60%
Expenditures Budget vs Actual Utilization	F	108%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	83%	100%	131%	100%

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Contractor Responsibility Fund
Business Area : Office of Business Opportunity
Fund No. /Bus Area No. : 2424 / 5100

Division Description	FY2014 Actual FTEs	FY2014 Actual Costs $	FY2015 Estimate FTEs	FY2015 Estimate Costs $	FY2016 Budget FTEs	FY2016 Budget Costs $
Certification & Compliance 510002						
This section provides oversight of the Pay or Play program and is responsible for program revenue collections, administrative operations, financial oversight and monitoring of funds.	2.0	1,419,560	2.0	1,352,577	**2.0**	**1,078,186**
Total	**2.0**	**1,419,560**	**2.0**	**1,352,577**	**2.0**	**1,078,186**

Business Area Roster Summary

Fund Name : Contractor Responsibility Fund
Business Area : Office of Business Opportunity
Fund No./Bus. Area No. : 2424 / 5100

Job Description	Pay Grade	FY2015.00 Curre Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE ASSOCIATE	13	1.0	1.0	0.0
CONTRACT ADMINISTRATOR	22	1.0	1.0	0.0
Total FTEs		**2.0**	**2.0**	**0.0**
Less Adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**2.0**	**2.0**	**0.0**

Business Area Revenue Summary

Fund Name : Contractor Responsibility Fund
Business Area : Office of Business Opportunity
Fund No./Bus. Area No. : 2424 / 5100

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
5100020001	**Certification & Compliance**			
432010	Interest on Pooled Investments	21,876	21,876	13,500
434355	Pay or Play Revenue	400,000	532,823	560,782
Total Office of Business Opportunity		**421,876**	**554,699**	**574,282**

Business Area Expenditure Summary

Fund Name : Contractor Responsibility Fund
Business Area : Office of Business Opportunity
Fund No./Bus. Area No. : 2424 / 5100

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	80,486	83,115	83,115	87,200
501070	Pension - Civilian	18,820	21,078	21,078	23,858
502010	FICA - Civilian	6,030	6,359	6,359	6,671
503010	Health Ins-Act Civilian	10,862	11,214	11,214	10,736
503015	Basic Life Insurance - Active Civilian	47	48	48	51
503060	Long Term Disability-Civilian	169	170	170	170
503090	Workers Compensation-Civilian-Admin	415	524	524	590
Total	**Personnel Services**	116,829	122,508	122,508	129,276
520100	Temporary Personnel Services	0	15,000	0	0
520109	Medical Dental & Laboratory Services	0	64	64	64
520114	Miscellaneous Support Services	499,880	810,217	825,217	540,475
520121	IT Application Svcs	0	0	0	2,883
520905	Travel - Training Related	40	0	0	0
521605	Data Services	0	0	0	657
521630	GIS Revolving Fund Services	0	111	111	108
521730	Parking Space Rental	0	577	577	577
522205	Metro Commuter Passes	1,229	1,775	1,775	1,775
522721	Interfund HR Client Services	1,496	2,232	2,232	2,258
522722	KRONOS Service Chargeback	86	93	93	113
Total	**Other Services and Charges**	502,731	830,069	830,069	548,910
532025	Transfers to Special Revenues	800,000	400,000	400,000	400,000
Total	**Debt Service and Other Uses**	800,000	400,000	400,000	400,000
	Grand Total Expenditures	1,419,560	1,352,577	1,352,577	1,078,186