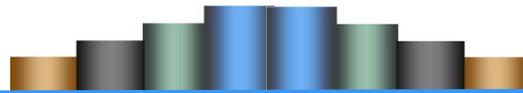


STATE OF UTAH

DIVISION OF FACILITIES CONSTRUCTION AND MANAGEMENT

Internal Service Fund Fiscal Year 2019 Rate Report





DFCM

Internal Service Fund FY 2019 Rate Request

Compiled July, 2017

**dfcm.utah.gov
801-538-3303**





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PROGRAM OVERVIEW

The following Annual Report details rate adjustments being requested for Fiscal Year 2019. Additionally, it describes the role DFCM's maintenance operation provides to State facilities and tenant agencies.

Agency Mission

The DFCM Internal Service Fund (ISF) provides professional building maintenance services for State facilities. The program certifies State assets receive the care required to ensure buildings and their related support systems reach their full life expectancy. While we also provide numerous additional services for our agency building tenants, the primary focus is on the facilities. Ensuring state assets and related systems reach their full life expectancy results in substantial tax dollar savings.



Craftsmen in ABC Warehouse

DFCM's Internal Service Fund



ERG & Capitol Maintenance in Boiler Room

The DFCM ISF provides full service building management, including both preventive and corrective maintenance services to our state agency customers. Our current building portfolio includes over 200 buildings and 156 individual programs throughout the state, which occupy over 7.5 million square feet of space. Our services are administered through operation and maintenance agreements tailored specifically to each location or program. A variety of services are provided to meet the unique needs of each building and its tenants.

Organizational Structure

The ISF is comprised of two major sections working together to provide the proper care, comfort and efficiency to State facilities and our tenants. These two sections are

Facilities Management and the Electronics Resource Group.



PROGRAM OVERVIEW, Continued

The primary function of the Facilities Management section is to provide preventive maintenance and operational support to the facilities under DFCM's direct oversight. Preventive care includes maintaining the value of State assets by providing predictive maintenance to all mechanical, electrical, plumbing and structural systems. Included in this is operational support, which provides services such as custodial, elevator maintenance, refuse removal and utility support, including water, sewer, gas and electricity.



Performing Preventive Maintenance

Cost control is provided through detailed accounting and contract processes. The Electronics Resource Group maintains pertinent licensing to provide specialized support services including testing for fire alarm systems, fire suppression system, automated building temperature controls, video surveillance systems and building access control. This group ensures that tenant comfort, energy efficiency and building security is monitored, tested and functioning properly. This past year we also added responsibility to this group to oversee and test the building fire suppression systems, insuring the requirements of all life safety devices and testing are met as prescribed by code.

Energy Efficiency

The utility costs associated with operating State buildings represent approximately 30 percent of the overall operations budget. With such a large portion of our expenses going towards energy usage, small decreases in consumption can result in significant savings within the program.



Brainstorming Energy Solutions

DFCM strives to be a leader in energy conservation.

We closely monitor energy consumption for each managed location using utility management programs and the expertise provided by the Electronics Resource Group. Focusing on building energy consumption has led to developing optimized operating schedules and identifying efficiency projects that can be completed through the annual Capital Improvement funding process. Additionally we have completed a full commissioning of one building by working with the State Energy Efficiency Program and Rocky Mountain Power. We expect additional operational savings at this location as a result.

PROGRAM OVERVIEW

Emergency Response

As facility managers, DFCM is keenly aware of the critical role it plays in emergency response. Our maintenance staff spend their days working throughout DFCM managed buildings so we strive to ensure they're prepared to quickly and effectively respond to a variety of disaster situations. An important part of this preparation is keeping employee skills fresh, which is done through annual trainings ranging from first aid and CPR courses to tabletop drills. Internal Service Fund managers and other key personnel recently participated in such a tabletop drill. Aiding the process was our customized FDRP database, or Facilities Disaster Recovery Program. This program contains important information about our buildings, employees, and other resources needed during an emergency. This database also has a built-in Command Center function which is an essential organizational tool DFCM would implement during an emergency. In addition to the drill activities, the facilities coordinators made practice phone calls using their Wireless Priority Service (WPS) cards.



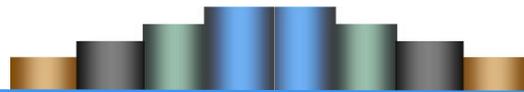
Over the past year, DFCM has been working with the Division of Risk Management to produce an awareness training that focuses on the Run, Hide, Fight approach to a violent or active shooter situation. This training will help State of Utah employees learn how to effectively respond to a potential violent incident at their workplace. This two-part training is slated to be sent out to employees during the latter part of 2017.

Customer Service

While DFCM's primary role is to maintain State assets, we are also a customer-oriented organization. Recognizing this fact, DFCM electronically distributes a bi-annual customer survey to statewide agency tenant representatives. Survey questions focus on building conditions, service, response and communication. Feedback is reviewed and discussed with area managers to assist in improving our overall service level. Recent survey results show an 81 percent overall satisfaction rating.



Customer Service in the Capitol

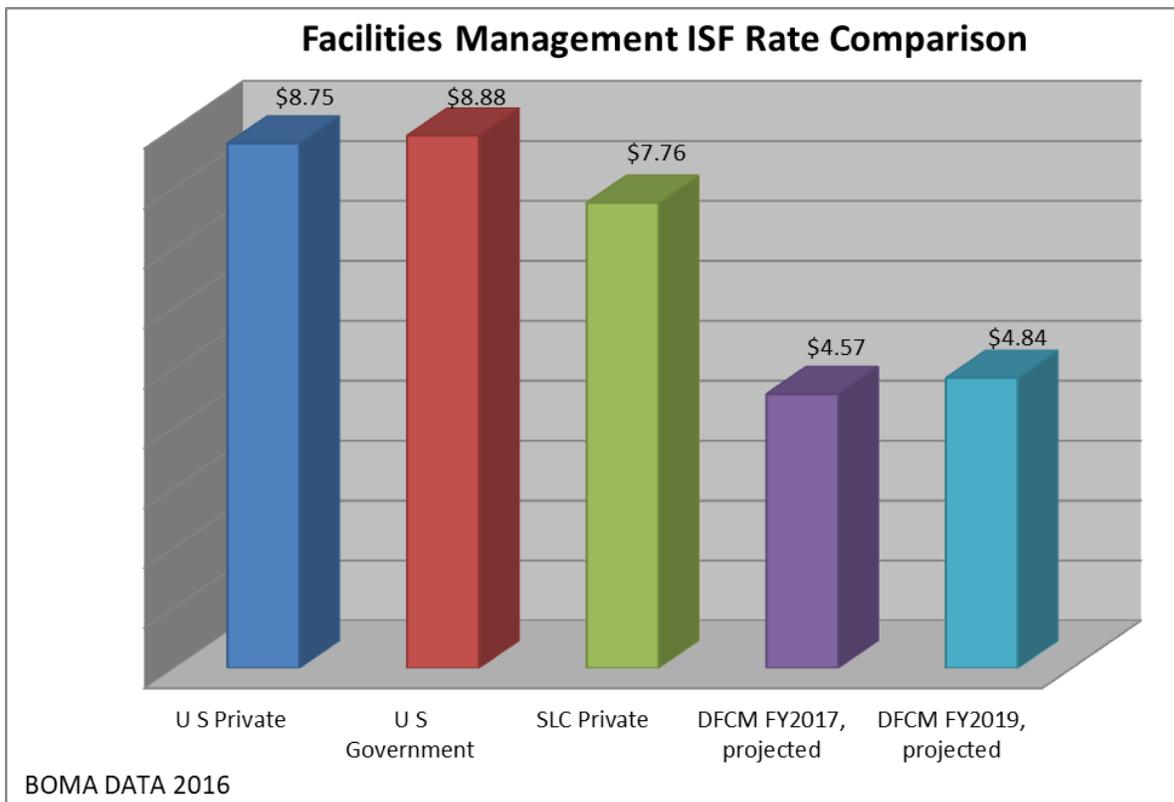


RATE & EXPENSE INFORMATION

The Internal Service Fund is accounted for at the unit level. Each program is comprised of a building or building complex and has its own square footage rate, revenues, expenses and retained earnings balance. The ISF will have 205 cost centers contained within it during Fiscal Year 2019. In the paragraph below we explain the methodology for determining rate adjustments in each program for the 2019 Fiscal Year.

Each program's actual expenses are entered into worksheets through March of the current fiscal year. The remaining three months of the year are projected so a full year's data is used for computations. Adjustments are made for four types of increases: service contract, published utility, expected utility and benefit. Each program is individually analyzed after these adjustments are made, expenses are reviewed and one-time expenses are removed from the authorized and request years.

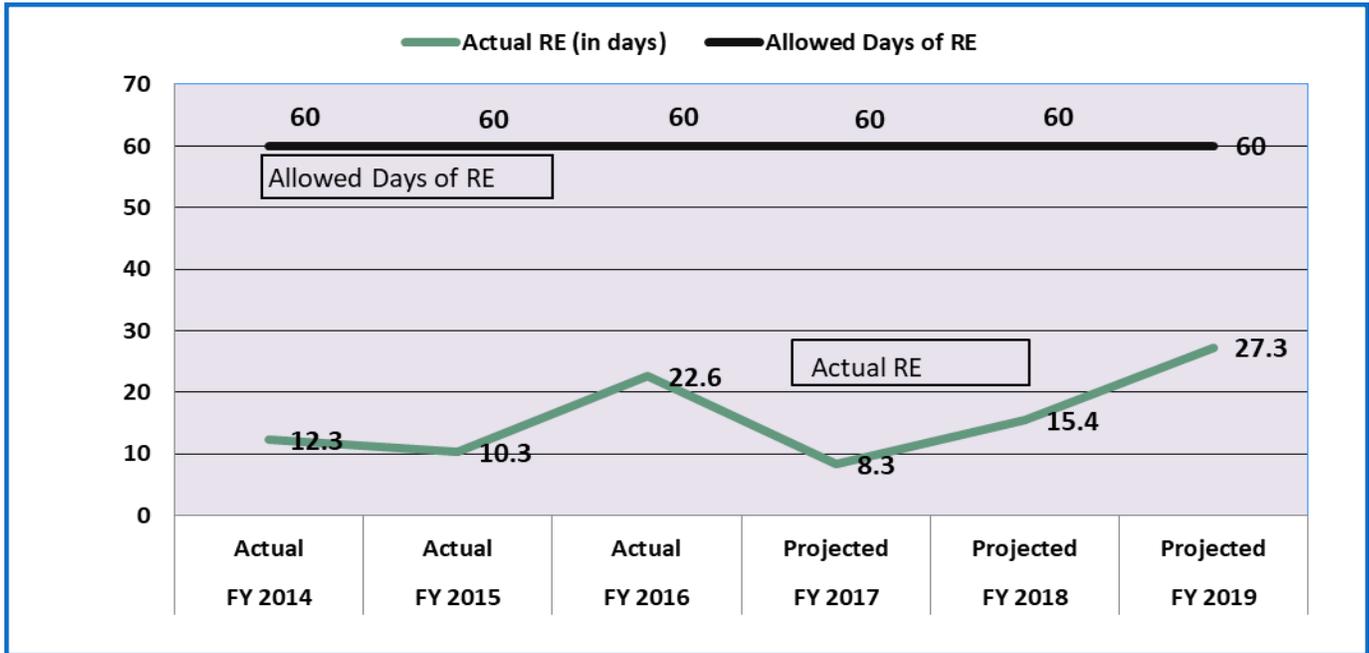
The existing revenue level is carried forward and compared with the program's current year beginning retained earnings balance and expenses to determine if any rate adjustments are needed for the request year. Rate requests are calculated on a probable three-year deficit recovery period.



RETAINED EARNINGS ANALYSIS

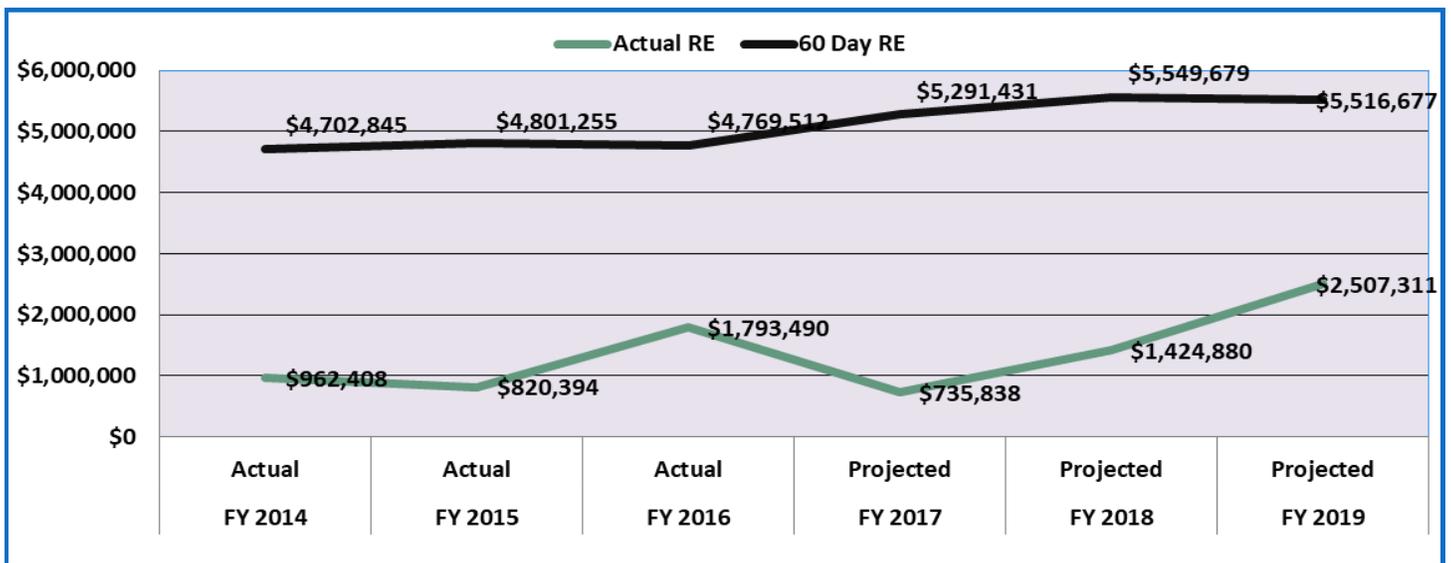
The retained earnings analysis illustrates the conservative, responsible approach DFCM has taken towards rate increases in correlation with retained earnings.

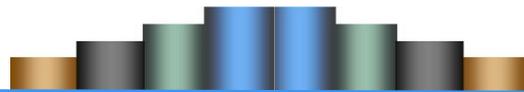
DFCM RETAINED EARNINGS IN DAYS



Although Federal guidelines allow an internal service fund to have retained earnings equal to 60 days expenses, DFCM strives to have a conservative approach by keeping the retained earnings below the approved level.

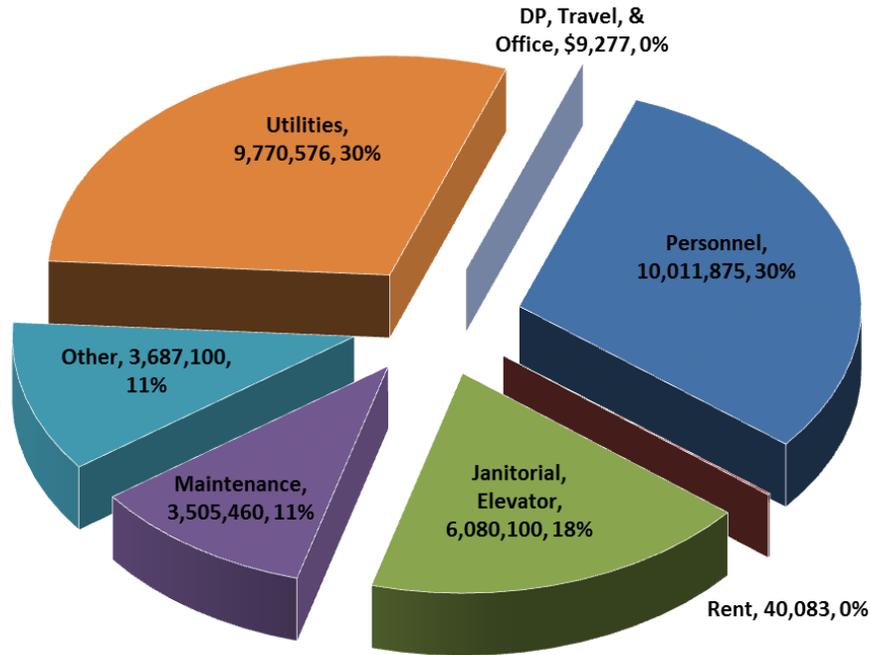
DFCM RETAINED EARNINGS IN DOLLARS



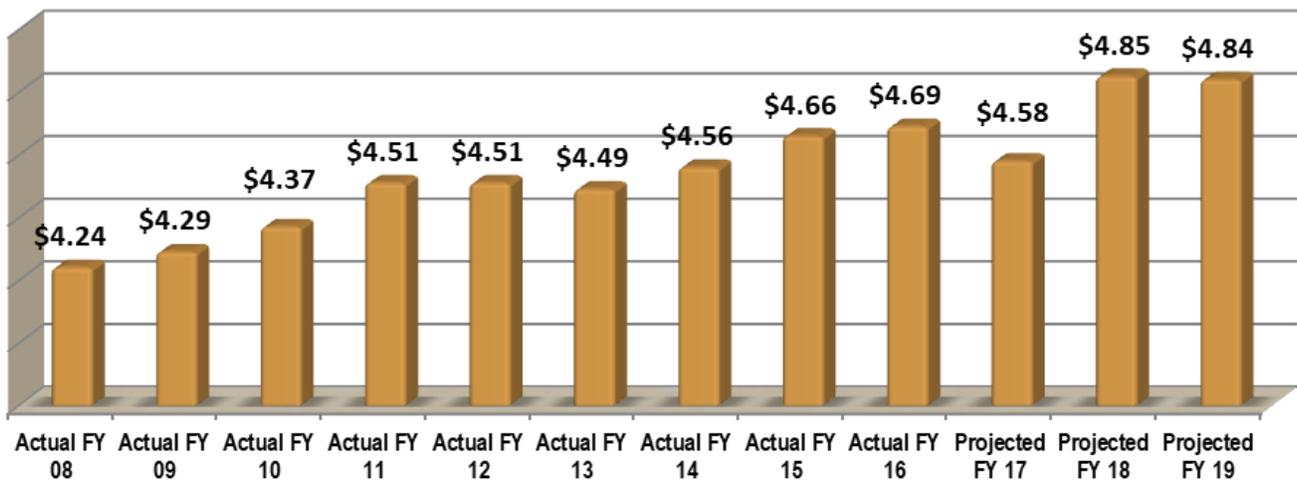


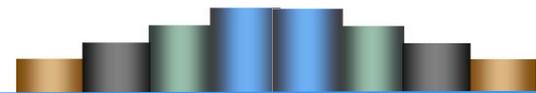
RATE & EXPENSE INFORMATION

FY 19 PROJECTED EXPENSES



FACILITIES MANAGEMENT'S AVERAGE SQUARE FOOTAGE RATES FY 08 – FY 19





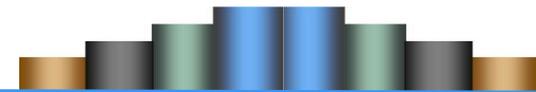
FISCAL YEAR 2019 RATE REQUEST

Fiscal Year 2019 Request — Rate Increases

In Fiscal Year 2019, the Internal Service Fund will need rate increases for eight programs and a rate decrease for one program.

Program	Amount of Increase/(Decrease)	Reason
1315 Richfield Courts	\$21,866.00	Deficit reduction
1372 DNR Price	\$27,909.00	Deficit reduction
1373 Juab County Court	\$25,972.00	Deficit reduction
1501 Heber M. Wells	\$78,358.00	Deficit reduction
1588 Vernal Drivers License	\$16,364.63	Deficit reduction
1603 Cannon Health	(\$100,000.00)	Normalize rate
1701 Ogden Regional Center	\$103,067.36	Deficit reduction
1703 Ogden Juvenile Probation	\$45,089.00	Deficit reduction
1709 DPS Ogden	\$7,586.00	Deficit reduction
\$226,211.99		



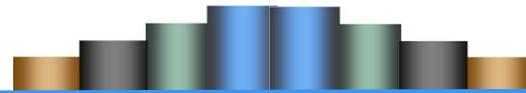


FISCAL YEAR 2019 RATE REQUEST

Fiscal Year 2018 Authorized — Other Adjustments

Program	Amount of Increase/(Decrease)	Reason
1310 Richfield DNR	\$40,519.52	New bldg, same tenant
1464 Lone Peak Forestry & Fire	\$38,020.65	New location – too late for FY18
1504 Rio Grande Depot	\$96,000.00	Scope change – add security
1505 DWS/DHS – 1385 S State	\$16,040.70	Scope change – add security (DHS)
1647 Family Health	(\$118,654.00)	Scope change – ME moved to Unified Lab #2
1726 Clearfield Warehouse C6	(\$17,599.68)	Scope change – occupants
1801 Utah State Developmental Center	\$2,298,357.00	New location with 29 units
1403 ABC Stores	\$57,800.00	New store May, 2017
National Guard Armories	(\$390,721.00)	Maintaining their own sites
	\$2,019,763.19	





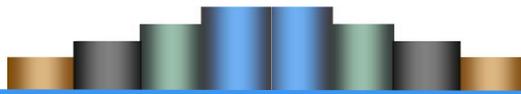
RATE & EXPENSE INFORMATION

Fiscal Year 2019 Fee Schedule

(Garage Rates)

Position	Billable Labor Rate
Apprentice Maintenance	42
Electronics Resource Group	46
Facilities Manager / Coordinator II	58
Grounds Manager	40
Grounds Supervisor	38
Groundskeeper	36
Journey Boiler Operator	55
Journey Carpenter	50
Journey Electrician	53
Journey HVAC	51
Journey Maintenance	47
Journey Plumber	51
Maintenance Supervisor	50
Mechanics	40
Office Technician	38
Temporary Groundskeeper	21





FISCAL YEAR 2018 APPENDICES

Appendix A: Proposed Fiscal Year 2019 Rates, Fees and Other Charges

Appendix B: Proforma Financial Statements

Appendix C: Fiscal Year 2019 Operating Revenue by Major Agency

Appendix D: Fiscal Year 2019 Operating Revenue by Major Source



APPENDIX A														
Proposed FY 2019 Rates, Fees, and Other Charges (63-38-3.5 (2)(b))														
Capital Facilities and Administrative Services Intergovernmental Services														
Month/ Year	Unit	Former Unit #	Division of Facilities Construction and Management	FY 2018 Authorized Rates	FY 2018 Other Adjustments	Other Adjustments Comments	Rebate/ Give Back Adj's	FY 2018 Amended Rates	Change from Authorized FY 2018	FY 2019 Rate Adjustments	Comments	FY 2019 Cost per Square Foot	FY 2019 Total Square Feet	FY 2019 Proposed Rates
11/1999	1304	1304	Tree of Utah	0.00				0.00	0			-	0	0.00
FY2010	1310	1310	Richfield DNR	1,000.00	40,519.52	New building, same tenant, greater usage; first full year		41,519.52	40,520			5.04	8,238	41,519.52
07/1996	1314	1314	Richfield Regional Ctr.	75,499.00				75,499.00	0			5.80	13,017	75,499.00
08/1995	1315	1315	Richfield Court	84,669.68				84,669.68	0	21,866	Deficit reduction	5.37	19,839	106,535.68
12/1996	1316	1316	Richfield DTS Center	39,000.00				39,000.00	0			2.60	15,000	39,000.00
12/1997	1317	1317	DWS Richfield	58,072.00				58,072.00	0			10.37	5,600	58,072.00
07/1999	1320	1320	Cedar City Regional Center	72,008.00				72,008.00	0			6.77	10,643	72,008.00
01/1998	1321	1321	DWS Cedar City	78,461.00				78,461.00	0			5.30	14,804	78,461.00
08/1997	1322	1322	Cedar City Courts	103,520.00				103,520.00	0			6.08	17,037	103,520.00
01/1998	1325	1325	DWS St. George	66,452.00				66,452.00	0			8.98	7,400	66,452.00
07/2007	1330	1330	St. George DPS	49,572.00				49,572.00	0			3.24	15,300	49,572.00
07/2007	1331	1331	Dixie Drivers License	62,928.00				62,928.00	0			8.55	7,360	62,928.00
10/2007	1332	1332	St. George Tax Commission	64,224.00				64,224.00	0			8.92	7,200	64,224.00
10/2009	1333	1333	St. George Courts	465,353.00				465,353.00	0			4.87	95,550	465,353.00
05/2013	1336	1336	Cedar City A P & P	28,444.00				28,444.00	0			8.24	3,452	28,444.00
09/2015	1337	1337	Cedar City DNR	62,790.16				62,790.16	0			6.16	10,200	62,790.16
03/2016	1338	1338	Ivins VA Nursing Home	83,064.39				83,064.39	0			0.81	102,000	83,064.39
02/2002	1340	1359	Orem Region Three UDOT	141,192.00				141,192.00	0			2.84	49,775	141,192.00
07/2009	1347	1347	Provo Juvenile Courts	173,940.00				173,940.00	0			6.58	26,426	173,940.00
07/1992	1351	1351	Provo Regional Center	664,011.00				664,011.00	0			5.48	121,106	664,011.00
07/1990	1354	1354	Provo Court	299,400.00				299,400.00	0			5.00	59,928	299,400.00
12/1997	1355	1355	DWS Provo	144,970.00				144,970.00	0			5.45	26,600	144,970.00
07/1996	1357	1357	Orem Circuit Court	90,792.00				90,792.00	0			3.90	23,280	90,792.00
10/2003	1361	1361	Orem Public Safety	105,640.00				105,640.00	0			8.00	13,205	105,640.00
07/2004	1369	1369	Moab Regional Center	112,533.00				112,533.00	0			5.36	20,995	112,533.00
10/1997	1370	1370	Utah Navajo Royalties Holding Fund	132,640.00				132,640.00	0			5.35	24,782	132,640.00
10/2007	1372	1372	DNR Price	96,414.00				96,414.00	0	27,909	Deficit reduction	6.37	19,517	124,323.00
02/2014	1373	1373	Juab County Court	50,826.00				50,826.00	0	25,972	Deficit reduction	8.93	8,600	76,798.00
03/2015	1374	1374	Price Public Safety	65,897.00				65,897.00	0			8.85	7,446	65,897.00
11/2011	1375	1344	Wasatch Courts	9,577.00				9,577.00	0			0.95	10,043	9,577.00
12/2015	1378	1378	Spanish Fork Veterinary Lab	35,716.03				35,716.03	0			9.16	3,900	35,716.03
03/2016	1383	1383	Payson VA Nursing Home	79,105.70				79,105.70	0			0.78	102,000	79,105.70
01/1997	1402	1402	Driver License West Valley	98,880.00				98,880.00	0			9.86	10,027	98,880.00
05/1997	1405	1405	Taylorville Office Building	185,250.00				185,250.00	0			6.50	28,500	185,250.00
07/2000	1406	1406	Taylorville Center for the Deaf	138,681.00				138,681.00	0			4.28	32,402	138,681.00
12/2016	1412	1412	Unified Lab #2	865,836.56				865,836.56	0			9.54	90,756	865,836.56
01/2010	1413	1413	Unified Lab	883,894.00				883,894.00	0			11.75	75,225	883,894.00
07/1989	1415	1401	Calvin Rampton Complex	1,602,863.00				1,602,863.00	0			4.28	374,549	1,602,863.00
10/1999	1420	1404	Murray Highway Patrol	141,738.00				141,738.00	0			5.22	27,160	141,738.00
03/2005	1451	1451	West Jordan Courts	557,835.00				557,835.00	0			4.75	117,439	557,835.00
04/1991	1452	1452	DWS - South County	176,196.00				176,196.00	0			4.83	36,500	176,196.00
11/1996	1453	1453	DWS - Midvale	135,640.00				135,640.00	0			4.52	30,000	135,640.00
10/1999	1454	1454	DAS Surplus Property	59,747.00				59,747.00	0			2.65	22,546	59,747.00
08/2008	1459	1459	DPS Drivers License	185,577.00				185,577.00	0			7.95	23,343	185,577.00
06/2012	1461	1461	N UT Fire Dispatch Center	30,438.66				30,438.66	0			1.56	19,453	30,438.66
09/2012	1462	1462	UCAT Admin	47,882.00				47,882.00	0			7.82	6,123	47,882.00
07/2013	1463	1463	Veteran's Memorial Cemetery	24,464.00				24,464.00	0			2.16	11,326	24,464.00
07/2016	1464	1464	Lone Peak Forestry & Fire	0.00	38,020.65	New location - Too late for inclusion in FY18 Rate preparations		38,020.65	38,021			2.14	17,800	38,020.65
07/1991	1501	1501	Heber M. Wells	858,321.00				858,321.00	0	78,358	Deficit reduction	4.95	189,228	936,679.00
09/1991	1502	1502	DWS Administration	685,930.00				685,930.00	0			4.78	143,500	685,930.00
07/1991	1503	1503	DWS Metro Emp. Ctr.	252,776.00				252,776.00	0			7.02	36,008	252,776.00
07/1991	1504	1504	Rio Grande Depot	397,565.00	96,000.00	Scope change - Agency requested increased security		493,565.00	96,000			6.49	76,020	493,565.00
12/1993	1505	1505	DWS/DHS - 1385 South State	292,390.00	16,040.70	Scope change - DHS requested increased security		308,430.70	16,041			4.87	63,294	308,430.70
07/2001	1506	1506	AP & P Fremont Office Building	192,375.00				192,375.00	0			6.75	28,500	192,375.00

APPENDIX A Proposed FY 2019 Rates, Fees, and Other Charges (63-38-3.5 (2)(b))														
Capital Facilities and Administrative Services Intergovernmental Services														
Month/ Year	Unit	Former Unit #	Division of Facilities Construction and Management	FY 2018 Authorized Rates	FY 2018 Other Adjustments	Other Adjustments Comments	Rebate/ Give Back Adj's	FY 2018 Amended Rates	Change from Authorized FY 2018	FY 2019 Rate Adjustments	Comments	FY 2019 Cost per Square Foot	FY 2019 Total Square Feet	FY 2019 Proposed Rates
07/2011	1566	1566	Chase Home	17,428.00			(10,000)	7,428.00	(10,000)			2.17	8,048	17,428.00
11/2011	1569	1569	ABC Administration	685,415.00				685,415.00	0			3.91	175,298	685,415.00
12/2015	1588	1588	Vernal Drivers License	18,250.37				18,250.37	0	16,365	Deficit reduction	9.89	3,500	34,615.00
06/2012	1589	1589	Vernal DNR Regional	80,394.00				80,394.00	0			6.16	13,051	80,394.00
04/1999	1593	1593	Vernal Juvenile Courts	20,256.00				20,256.00	0			4.23	4,786	20,256.00
06/1998	1594	1594	DHS - Vernal	74,117.00				74,117.00	0			9.23	8,030	74,117.00
06/1998	1595	1595	DWS Vernal	73,702.00				73,702.00	0			8.36	8,816	73,702.00
09/2001	1597	1597	Vernal 8th District Court	248,649.00				248,649.00	0			7.46	33,331	248,649.00
07/2002	1598	1598	Vernal DSPD	31,330.00				31,330.00	0			6.78	4,621	31,330.00
07/1997	1601	1601	Office of Rehabilitation Services	204,156.00				204,156.00	0			6.42	31,800	204,156.00
07/1991	1602	1602	Agriculture	356,706.00				356,706.00	0			7.98	44,700	356,706.00
07/1991	1603	1603	Cannon Health	960,515.00				960,515.00	0	(100,000)	Normalize rate	5.33	161,431	860,515.00
07/2003	1604	1604	Natural Resources	745,072.00				745,072.00	0			4.25	175,311	745,072.00
12/1998	1606	1606	State Library - Library	183,714.00				183,714.00	0			2.03	90,435	183,714.00
12/1998	1607	1607	State Library - Visually Impaired	124,027.00				124,027.00	0			3.80	32,665	124,027.00
12/1998	1608	1608	State Library - State Mail	156,261.00				156,261.00	0			10.63	14,700	156,261.00
07/1994	1610	1610	Utah State Tax Commission	970,200.00				970,200.00	0			4.76	204,000	970,200.00
01/2007	1616	1616	Tooele Courts	311,351.00				311,351.00	0			5.28	58,968	311,351.00
05/2008	1617	1617	DMV - Fairpark	61,571.00				61,571.00	0			5.84	10,543	61,571.00
11/2009	1618	1618	SL Government Bldg #1	972,934.00				972,934.00	0			3.78	257,390	972,934.00
10/2010	1620	1620	DWS Call Center	200,317.00				200,317.00	0			6.03	33,220	200,317.00
10/2010	1621	1621	1950 West Regional Center	250,492.00				250,492.00	0			5.81	43,114	250,492.00
02/2011	1622	1622	Training Housing - DSBVI	49,736.00				49,736.00	0			4.74	10,490	49,736.00
07/1991	1647	1646	Family Health	379,294.00	(118,654.00)	Scope change-Med Examiner moved to new Unified Lab #2		260,640.00	(118,654)			5.33	48,933	260,640.00
07/2000	1651	1651	Capitol Hill Complex	3,809,700.00				3,809,700.00	0			4.77	798,408	3,809,700.00
07/1991	1701	1701	Ogden Regional Center	646,299.44				646,299.44	0	103,067	Deficit reduction	6.80	110,201	749,366.80
07/2006	1702	1702	DHS Ogden - Academy Square	299,834.00				299,834.00	0			6.40	46,849	299,834.00
07/1992	1703	1703	Ogden Juvenile Probation	166,045.00				166,045.00	0	45,089	Deficit reduction	8.85	23,857	211,134.00
07/1997	1704	1704	Ogden Court	467,740.00				467,740.00	0			5.14	91,000	467,740.00
11/1997	1705	1705	DWS Ogden	153,748.00				153,748.00	0			6.46	23,800	153,748.00
07/1991	1709	1709	DPS - Ogden	27,236.00				27,236.00	0	7,586	Deficit reduction	8.63	4,035	34,822.00
07/2000	1710	1710	DPS Crime Lab	42,000.00				42,000.00	0			10.50	4,000	42,000.00
01/1993	1714	1714	Layton Court	80,896.00				80,896.00	0			4.04	20,025	80,896.00
05/1998	1716	1716	DHS Clearfield East	127,306.00				127,306.00	0			5.19	24,541	127,306.00
07/2001	1717	1717	DWS Clearfield/Davis County	180,633.00				180,633.00	0			4.62	39,098	180,633.00
04/1999	1718	1718	Farmington 2nd District Courts	537,465.00				537,465.00	0			4.10	131,089	537,465.00
02/2000	1719	1719	DPS Farmington Public Safety	68,425.00				68,425.00	0			8.05	8,500	68,425.00
09/2011	1725	1725	Ogden DMV / Drivers License	71,964.00				71,964.00	0			6.73	10,693	71,964.00
03/2012	1726	1726	Clearfield Warehouse C6 - Archives	167,010.00	(17,599.68)	Scope change - changes in occupants		149,410.32	(17,600)			1.25	120,000	149,410.32
09/2012	1727	1727	Clearfield Warehouse C7 - DNR / DPS	102,837.00				102,837.00	0			0.86	120,000	102,837.00
06/2015	1728	1728	Ogden Juvenile Court	444,038.00				444,038.00	0			4.89	90,877	444,038.00
12/2011	1729	1729	Ogden Radio Shop	16,434.00				16,434.00	0			6.94	2,368	16,434.00
03/2016	1731	1731	Ogden VA Nursing Home	52,945.37				52,945.37	0			0.73	73,000	52,945.37
07/2003	1752	1752	Logan 1st District Court	379,267.00				379,267.00	0			5.15	73,644	379,267.00
07/2006	1754	1754	DWS Logan	110,088.00				110,088.00	0			5.48	20,089	110,088.00
07/1996	1755	1755	Brigham City Court	169,400.00				169,400.00	0			4.84	35,000	169,400.00
11/2002	1759	1758	Brigham City Regional Center	573,808.00				573,808.00	0			5.15	111,419	573,808.00
06/2011	1762	1762	DWS Brigham City	46,304.00				46,304.00	0			8.84	5,238	46,304.00
07/2017	1801		Utah State Developmental Center		2,298,357.00	New program coming on with 29 units		2,298,357.00	2,298,357			4.72	487,204	2,298,357.00
			ABC 45 Store Locations	1,607,681.50	57,800.00	Scope change - new store May, 2017		1,665,481.50	57,800			4.25	391,878	1,665,481.50
			National Guard Armories	390,721.00	(390,721.00)	UNG now is maintaining their own sites		0.00	(390,721)			-	431,536	-
			Total	32,408,323.26	2,019,763.19		(10,000)	34,418,086.45	2,009,763.19	226,211.99				34,654,298.44

APPENDIX B

Proforma Financial Statements
DFCM ISF Maintenance

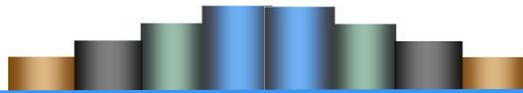
	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	2,714,401	2,650,429	3,404,489	2,294,860	1,802,219	1,621,732	1,610,514
ACCOUNTS RECEIVABLE	70,885	7,091	29,083	21,375	29,183	26,547	25,702
DUE FROM OTHER FUNDS	311,844	416,067	375,130	367,680	386,292	376,368	376,780
INVENTORIES	0	0	0	0	0	0	0
PREPAID EXPENSES	27,902	30,832	33,979	37,324	40,889	44,686	48,728
TOTAL CURRENT ASSETS	3,125,031	3,104,419	3,842,681	2,721,239	2,258,583	2,069,333	2,061,724
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM	370,124	339,292	305,313	267,979	227,090	182,404	133,657
TOTAL OTHER ASSETS	370,124	339,292	305,313	267,979	227,090	182,404	133,657
LAND / LAND IMPROVEMENTS	0	0	0	0	0	0	0
CONSTRUCTION IN PROGRESS	0	0	0	0	0	0	0
BUILDINGS AND IMPROVEMENTS	0	0	0	0	0	0	0
MACHINERY AND EQUIPMENT	570,517	573,242	615,449	522,321	583,127	708,727	733,727
INTANGIBLE ASSETS - SOFTWARE	120,000	120,000	120,000	120,000	120,000	120,000	120,000
ACCUMULATED DEPRECIATION	(653,302)	(663,307)	(670,673)	(615,892)	(661,030)	(705,243)	(759,485)
TOTAL CAPITAL ASSETS	37,215	29,935	64,776	26,429	42,098	123,485	94,242
TOTAL ASSETS	3,532,370	3,473,646	4,212,770	3,015,647	2,527,771	2,375,222	2,289,624
LIABILITIES & FUND EQUITY							
VOUCHERS PAYABLE	1,776,648	1,749,590	1,758,826	1,511,004	1,550,557	2,531,973	3,895,235
ACCRUED LIABILITIES	372,820	488,542	415,061	447,638	450,414	637,704	1,530,046
UNEARNED REVENUE	0	0	0	0	0	0	0
INTERFUND LOAN (Short Term Cash Deficit)	0	0	0	0	0	0	0
DUE TO OTHER FUNDS	22,469	44,994	62,751	43,405	50,383	52,180	48,656
CONTRACTS NOTES PAYABLE - SHORT TERM	27,902	30,832	33,979	37,324	40,889	44,686	48,728
CAPITAL LEASE PAYABLE-SHORT TERM	0	0	0	0	0	0	0
REVENUE BONDS - SHORT TERM	0	0	0	0	0	0	0
TOTAL CURRENT LIABILITIES	2,199,839	2,313,959	2,270,617	2,039,371	2,092,243	3,266,543	5,522,666
REVENUE BONDS - LONG TERM	0	0	0	0	0	0	0
CAPITAL LEASE PAYABLE-LONG TERM	0	0	0	0	0	0	0
CONTRACTS PAYABLE - LONG TERM	370,124	339,292	305,313	267,979	227,090	182,404	133,657
INTERFUND LOAN FROM OTHER FUNDS	0	0	0	0	0	0	0
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Defic	0	0	0	0	0	0	0
POLICY CLAIMS LIABILITIES - LONG-TERM	0	0	0	0	0	0	0
TOTAL LONG-TERM LIABILITIES	370,124	339,292	305,313	267,979	227,090	182,404	133,657
TOTAL LIABILITIES	2,569,962	2,653,251	2,575,929	2,307,350	2,319,333	3,448,947	5,656,323
CONTRIBUTED CAPITAL							
RETAINED EARNINGS - DESIGNATED	150,000	150,000	150,000	150,000	150,000	150,000	150,000
RETAINED EARNINGS	812,408	670,394	1,486,840	558,297	58,438	(1,223,725)	(3,516,699)
TOTAL FUND EQUITY / NET ASSETS	962,408	820,394	1,636,840	708,297	208,438	(1,073,725)	(3,366,699)
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	3,532,370	3,473,645	4,212,769	3,015,647	2,527,771	2,375,222	2,289,624
	(0)	(0)	(0)	(0)	(0)	0	(0)
INCOME STATEMENT							
TOTAL OPERATING REVENUES (after proposed rate impacts)	28,542,694	29,088,594	30,005,083	31,172,567	34,373,522	34,654,298	33,400,129
PERSONAL SERVICES	7,421,187	7,584,998	7,845,739	8,477,212	9,748,194	10,011,875	9,412,427
TRAVEL EXPENSE	18,084	18,194	19,163	335	173	103	204
CURRENT EXPENSE	20,487,003	21,012,793	20,672,668	23,160,207	23,435,105	22,743,431	23,112,914
CURRENT EXPENSE - DATA PROCESSING	449,566	371,439	398,466	294,064	354,656	349,062	332,594
DEPRECIATION EXPENSE	19,087	15,380	18,505	27,541	30,587	29,123	34,123
OTHER EXPENSES (SWCAP)	214,046	204,832	221,896	230,183	222,422	216,731	216,731
TOTAL OPERATING EXPENSES	28,608,972	29,207,636	29,176,437	32,189,541	33,791,136	33,350,325	33,108,993
TOTAL OPERATING INCOME (LOSS)	(66,278)	(119,042)	828,646	(1,016,974)	582,386	1,303,973	291,137
GAIN (LOSS) ON SALE OF FIXED ASSETS	(2,409)	0	0	13,903	0	0	0
INTEREST INCOME	39	39	58	82	39	39	39
INTEREST EXPENSE	(19,832)	(23,011)	(12,758)	(15,657)	(13,970)	(12,119)	(10,094)
PROPERTY LEASES	0	0	500.00	90,103.15	90,000.00	-	-
FEDERAL GRANTS	0	0	0	0	0	0	0
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT	0	0	0	0	0	0	0
OPERATING TRANSFERS IN (OUT)	0	0	0	0	0	0	0
NET INCOME (LOSS)	(88,480)	(142,013)	816,446	(928,543)	658,455	1,291,893	281,082
CASH FLOW STATEMENT							
BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	2,910,833	2,714,401	2,650,429	3,404,489	2,294,860	1,802,219	1,621,732
Total Cash from Sales	28,542,694	29,048,164	30,005,083	31,039,377	32,941,543	35,317,150	32,702,286
Capital Asset Disposal Proceeds	(2,409)	0	0	13,903	0	0	0
Federal Grants	0	0	0	0	0	0	0
State Appropriations	0	0	0	0	0	0	0
Other Sources - Lease Payments (code 2805)	-	-	-	90,103	90,000	-	-
Other Sources - Interest Earnings	39	39	58	82	39	39	39
TOTAL SOURCES OF CASH	28,540,324	29,048,204	30,005,141	31,143,464	33,031,582	35,317,189	32,702,325
Cash Used for Operations	(28,736,755)	(29,104,076)	(29,211,322)	(32,162,000)	(33,395,353)	(35,372,077)	(32,688,543)
Payments for Capital Assets	0	(8,100)	(39,758)	(24,449)	(60,806)	(125,600)	(25,000)
State Appropriations	0	0	0	(54,564)	(54,564)	-	-
Other Uses - Federal Refund	-	-	-	(12,080)	(13,500)	-	-
TOTAL USES OF CASH	(28,736,755)	(29,112,176)	(29,251,080)	(32,253,093)	(33,524,224)	(35,497,677)	(32,713,543)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	2,714,401	2,650,429	3,404,489	2,294,860.38	1,802,219.08	1,621,731.89	1,610,514.16

INTERNAL SERVICE FUNDS
OPERATING REVENUE BY MAJOR AGENCY

	AGENCY NUMBER	AGENCY	FY 2016 ACTUAL	FY 2017 PROJECTED	FY 2018 PROJECTED	FY 2019 REQUEST	REQUEST % of Total
1	011-016	LEGISLATURE	0	0	0	0	0.00%
2	020	JUDICIAL BRANCH / COURTS	6,621,578	6,630,640	6,695,822	6,788,749	19.59%
3	030	CAPITOL PRESERVATION BOARD	3,809,700	3,809,700	3,809,700	3,809,700	10.99%
4	050	STATE TREASURER	49,386	49,386	57,385	57,385	0.17%
5	060	GOVERNOR'S OFFICE	0	0	0	0	0.00%
6	065	USTAR	0	0	0	0	0.00%
7	080	ATTORNEY GENERAL	411,595	414,277	414,277	454,347	1.31%
8	090	STATE AUDITOR	0	0	0	0	0.00%
9	100	DEPARTMENT OF ADMINISTRATIVE SERVICES	579,782	641,912	647,371	648,969	1.87%
10	110	DEPARTMENT OF TECHNOLOGY SERVICES	49,050	39,000	39,000	39,000	0.11%
11	120	TAX COMMISSION	1,194,714	1,203,765	1,220,339	1,224,400	3.53%
12	130	CAREER SERVICE REVIEW OFFICE	0	0	0	0	0.00%
13	140	HUMAN RESOURCES MANAGEMENT	0	0	0	0	0.00%
14	170	NAVAJO TRUST ADMINISTRATION	132,640	132,640	132,640	132,640	0.38%
15	180	DEPARTMENT OF PUBLIC SAFETY	1,660,493	1,843,745	2,165,667	2,189,617	6.32%
16	190	UTAH NATIONAL GUARD	399,391	390,721	0	0	0.00%
17	200	DEPARTMENT OF HUMAN SERVICES	1,841,145	1,915,389	4,232,922	4,270,944	12.32%
18	270	DEPARTMENT OF HEALTH	2,580,626	2,690,489	2,875,780	2,780,918	8.02%
19	290	MEDICAL EDUCATION COUNCIL	0	0	0	0	0.00%
20	300	BUILDING BOARD CONSTRUCTION	0	0	0	0	0.00%
21	400	UTAH STATE BOARD OF EDUCATION	1,009,276	567,355	561,500	549,350	1.59%
22	410	DEPARTMENT OF CORRECTIONS	468,644	472,572	474,713	491,565	1.42%
23	430	BOARD OF PARDONS & PAROLE	0	0	0	0	0.00%
24	450	DEPARTMENT OF VETERANS & MILITARY AFFAIRS	96,169	239,579	239,579	239,579	0.69%
25	480	DEPARTMENT OF ENVIRONMENTAL QUALITY	435,623	435,463	434,987	434,987	1.26%
26	510	BOARD OF REGENTS	0	0	0	0	0.00%
27	540	SCHOOL & INST. TRUST FUND OFFICE	0	0	0	0	0.00%
28	550	SCHOOL & INST. TRUST LANDS ADMINISTRATION	0	2,301	0	0	0.00%
29	560	DEPARTMENT OF NATURAL RESOURCES	1,084,803	1,167,111	1,208,633	1,236,542	3.57%
30	570	DEPARTMENT OF AGRICULTURE	380,517	469,523	574,248	574,248	1.66%
31	590	PUBLIC LANDS POLICY COORD OFFICE	0	0	0	0	0.00%
32	600	DEPARTMENT OF WORKFORCE SERVICES	2,570,639	3,170,517	3,222,563	3,250,020	9.38%
33	650	DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL	1,886,106	1,979,267	2,350,897	2,350,897	6.78%
34	660	LABOR COMMISSION	159,983	159,983	159,983	174,597	0.50%
35	670	DEPARTMENT OF COMMERCE	288,129	288,129	288,129	314,443	0.91%
36	680	FINANCIAL INSTITUTIONS	0	0	0	0	0.00%
37	690	DEPARTMENT OF INSURANCE	0	27,945	47,905	47,905	0.14%
38	700	PUBLIC SERVICE COMMISSION	32,319	32,319	32,905	35,491	0.10%
39	710	DEPARTMENT OF HERITAGE & ARTS	602,647	709,724	709,724	709,724	2.05%
40	810	DEPARTMENT OF TRANSPORTATION	1,120,778	1,117,766	1,124,075	1,124,075	3.24%
41	--	MISCELLANEOUS OTHER STATE AGENCIES	0	0	0	0	0.00%
42	--	HIGHER EDUCATION	413,754	427,073	596,677	599,052	1.73%
43	--	NON-STATE ENTITIES / PRIVATE SECTOR	96,157	116,409	110,662	125,153	0.36%
44	--	GENERAL PUBLIC	0	0	0	0	0.00%
45	--	LOCAL GOVERNMENTS	24,740	7,910	0	0	0.00%
46	--	STATE AGENCIES	0	0	0	0	0.00%
47	--	NONPROFIT ORGANIZATIONS	0	0	0	0	0.00%
48	--	SCHOOL DISTRICTS	0	0	0	0	0.00%
49	--	STATE WIDE PAYROLL	0	0	0	0	0.00%
50	--	OTHER - ENERGY REBATES	0	5,303	0	0	0.00%
51	--	OTHER - SURPLUS PAYBACKS	0	13,903	0	0	0.00%
52	--	OTHER - US TREASURY	0	661	0	0	0.00%
53	--	OTHER - TREE OF UTAH	58	89	0	0	0.00%
			30,000,441	31,172,566	34,428,086	34,654,298	
54		TOTAL REVENUE BY AGENCY (Equals ISF-3 line 3)	30,000,441	31,172,566	34,428,086	34,654,298	100.00%

	MAJOR SOURCES	FY 2016 ACTUAL	FY 2017 PROJECTED	FY 2018 PROJECTED	FY 2019 REQUEST	CHANGE AMOUNT	REQUEST % of Total
1	1950 West Regional Center	211,291	211,291	250,492	250,492	0	0.72%
2	A P and P Office Bldg	192,375	192,375	192,375	192,375	0	1.02%
3	ABC Administration Warehouse	599,961	685,415	685,415	685,415	0	1.98%
4	ABC Store Locations	1,286,145	1,294,512	1,665,482	1,665,482	0	8.84%
5	Agriculture Building	356,706	356,706	356,706	356,706	0	1.89%
6	AP and P Cedar City	23,404	26,303	28,444	28,444	0	0.08%
7	Archive Building	120,765	110,619	110,619	110,619	0	0.32%
8	Brigham City Courts	169,400	169,400	169,400	169,400	0	0.90%
9	Brigham City Regional Center	398,663	412,059	573,808	573,808	0	1.66%
10	Calvin Rampton Complex	1,602,863	1,603,160	1,602,863	1,602,863	0	8.51%
11	Cannon Health Building	960,515	963,765	960,515	860,515	(100,000)	4.57%
12	Capitol Hill Complex	3,809,700	3,812,793	3,809,700	3,809,700	0	20.22%
13	Cedar City Courts	103,520	103,520	103,520	103,520	0	0.55%
14	Cedar City Regional Center	72,008	72,008	72,008	72,008	0	0.21%
15	Chase Home	17,428	17,428	17,428	17,428	0	0.05%
16	Clearfield Warehouse - C6 Archives	67,010	149,230	149,410	149,410	0	0.43%
17	Clearfield Warehouse - C7 DNR / DPS	85,600	92,583	102,837	102,837	0	0.30%
18	DHS Clearfield East	127,306	127,306	127,306	127,306	0	0.68%
19	DHS Vernal	60,225	60,225	74,117	74,117	0	0.21%
20	Dixie Drivers License	50,300	50,300	62,928	62,928	0	0.18%
21	DMV Fairpark	43,437	43,437	61,571	61,571	0	0.18%
22	DNR Price	75,968	96,414	96,414	124,323	27,909	0.36%
23	DNR Cedar City	49,709	62,790	62,790	62,790	0	0.18%
24	DPS Drivers License - Draper	154,064	154,064	185,577	185,577	0	0.54%
25	DPS Washington County	59,517	49,572	49,572	49,572	0	0.14%
26	DWS / DHS - 1385 South State	254,320	282,265	308,431	308,431	0	1.64%
27	DWS Brigham City	34,308	34,308	46,304	46,304	0	0.13%
28	DWS Call Center	200,317	200,317	200,317	200,317	0	0.58%
29	DWS Davis County	180,631	185,390	180,633	180,633	0	0.52%
30	Farmington Courts	537,465	537,465	537,465	537,465	0	1.55%
31	Farmington Public Safety	68,425	68,425	68,425	68,425	0	0.20%
32	Fire Dispatch Center	30,439	30,439	30,439	30,439	0	0.09%
33	Glendenning Fine Arts Center	45,000	45,000	45,000	45,000	0	0.24%
34	Governors Residence	152,156	152,100	152,156	152,156	0	0.81%
35	Heber M. Wells Building	858,321	858,827	858,321	936,679	78,358	4.97%
36	Highland Regional Center	331,766	331,766	331,766	331,766	0	0.96%
37	ICAP Building	12,469	11,589	0	0	0	0.00%
38	Juab County Courts	43,265	50,826	50,826	76,798	25,972	0.41%
39	Layton Courts	80,896	80,896	80,896	80,896	0	0.43%
40	Logan 1st District Courts	379,267	379,267	379,267	379,267	0	2.01%
41	Family Health	331,230	331,230	260,640	260,640	0	1.38%
42	Moab Regional Center	109,879	109,879	112,533	112,533	0	0.60%
43	Murray Highway Patrol Office	141,738	141,738	141,738	141,738	0	0.75%
44	National Guard Armories	390,721	390,721	0	0	0	0.00%
45	Natural Resources Complex	745,072	745,072	745,072	745,072	0	3.95%
46	Natural Resources Richfield	1,000	11,380	41,520	41,520	0	0.12%
47	Navajo Trust Fund	132,640	132,640	132,640	132,640	0	0.38%
48	Office of Rehabilitation Services	204,156	204,713	204,156	204,156	0	1.08%
49	Ogden Academy Square	248,906	299,834	299,834	299,834	0	0.87%
50	Ogden Courts	467,740	467,740	467,740	467,740	0	2.48%
51	Ogden Drivers License	71,964	71,964	71,964	71,964	0	0.21%
52	Ogden Juvenile Court	444,038	444,038	444,038	444,038	0	1.28%
53	Ogden Juvenile Probation	166,045	166,045	166,045	211,134	45,089	1.12%
54	Ogden Public Safety Complex	21,608	27,236	27,236	34,822	7,586	0.18%
55	Ogden Radio Shop	12,782	16,434	16,434	16,434	0	0.05%
56	Lone Peak Forestry & Fire	0	38,021	38,021	38,021	0	0.11%
56	Ogden Regional Center	590,060	623,555	646,299	749,367	103,067	3.98%
57	TOTAL REVENUE BY SOURCE - page 1	17,986,504	18,388,395	18,657,452	18,845,434	187,981.36	

	MAJOR SOURCES	FY 2016 ACTUAL	FY 2017 PROJECTED	FY 2018 PROJECTED	FY 2019 REQUEST	CHANGE AMOUNT	REQUEST % of Total
02/1900	Totals from Page 1	17,986,504.19	18,388,395.47	18,657,452.38	18,845,433.74	09/2414	01/1900
59	Orem Courts	90,792	90,792	90,792	90,792	0	0.48%
60	Orem Public Safety	105,640	105,640	105,640	105,640	0	0.30%
61	Orem Region 3 UDOT	141,192	141,192	141,192	141,192	0	0.75%
62	Price Public Safety	51,573	38,680	65,897	65,897	0	0.19%
63	Provo Courts Building	299,400	299,400	299,400	299,400	0	1.59%
64	Provo Juvenile Courts	173,940	173,940	173,940	173,940	0	0.50%
65	Provo Regional Center	671,845	671,762	664,011	664,011	0	3.52%
66	Public Safety Crime Lab	23,840	42,000	42,000	42,000	0	0.12%
67	Richfield Courts	82,289	84,670	84,670	106,536	21,866	0.57%
68	Richfield DTS Center	49,050	41,600	39,000	39,000	0	0.21%
69	Richfield Regional Center	50,385	75,499	75,499	75,499	0	0.40%
70	Rio Grande Depot	442,168	508,518	493,565	493,565	0	2.62%
71	Salt Lake Courts Complex	1,868,160	1,868,964	1,868,160	1,868,160	0	9.91%
72	SL Govt Building	972,934	972,934	972,934	972,934	0	2.81%
73	Spanish Fork Ag Lab	23,811	35,716	35,716	35,716	0	0.10%
74	St George Courts	465,353	465,353	465,353	465,353	0	1.34%
75	St George Tax Commission	64,224	64,224	64,224	64,224	0	0.19%
76	State Mail	156,261	156,261	156,261	156,261	0	0.83%
77	Surplus Property	59,747	59,747	59,747	59,747	0	0.17%
78	Tax Commission Building	963,200	970,200	970,200	970,200	0	5.15%
79	Taylorsville Deaf Center	108,000	138,681	138,681	138,681	0	0.74%
80	Taylorsville Office Bldg	185,250	185,250	185,250	185,250	0	0.98%
81	Tooele Courts	311,351	311,351	311,351	311,351	0	0.90%
82	Training Housing - DSBVI	49,736	49,736	49,736	49,736	0	0.14%
83	UCAT Admin	32,880	32,880	47,882	47,882	0	0.14%
84	Unified Lab	789,863	789,863	883,894	883,894	0	2.55%
85	Unified Lab #2	0	360,765	865,837	865,837	0	2.50%
86	Utah Arts Collection	26,900	43,900	43,900	43,900	0	0.23%
87	Utah State Developmental Center	0	0	2,298,357	2,298,357	0	12.20%
88	Utah State Library	183,714	183,714	183,714	183,714	0	0.97%
89	Utah State Office of Education Building	410,669	410,669	410,669	410,669	0	2.18%
90	Vernal District Courts	248,649	248,649	248,649	248,649	0	1.32%
91	Vernal DNR Regional Center	80,393	80,393	80,394	80,394	0	0.43%
92	Vernal Drivers License	10,645	18,250	18,250	34,615	16,365	0.10%
93	Vernal DSPD People with Disabilities	31,330	31,330	31,330	31,330	0	0.09%
94	Vernal Juvenile Courts	20,256	20,256	20,256	20,256	0	0.06%
95	Vernal Regional Center	15,611	0	0	0	0	0.00%
96	Veterans Cemetery	24,464	24,464	24,464	24,464	0	0.07%
97	Veterans Nursing Home - Ivins	27,688	83,064	83,064	83,064	0	0.44%
98	Veterans Nursing Homes - Payson	26,369	79,106	79,106	79,106	0	0.42%
99	Veterans Nursing Homes - Ogden	17,648	52,945	52,945	52,945	0	0.28%
100	Visually Impaired	124,027	124,027	124,027	124,027	0	0.66%
101	Wasatch Court	9,577	9,577	9,577	9,577	0	0.03%
102	West Jordan Courts	487,796	487,796	557,835	557,835	0	1.61%
103	West Valley Courts	118,350	118,350	118,350	118,350	0	0.34%
104	West Valley Driver License	99,380	99,380	98,880	98,880	0	0.52%
105	Workforce Services - Metro	221,449	252,776	252,776	252,776	0	1.34%
106	Workforce Services - Midvale	135,640	135,640	135,640	135,640	0	0.72%
107	Workforce Services - South County	176,196	176,196	176,196	176,196	0	0.93%
108	Workforce Services - Administration	633,591	685,930	685,930	685,930	0	3.64%
109	Workforce Services - Cedar City	78,461	78,461	78,461	78,461	0	0.23%
110	Workforce Services - Logan	110,088	110,088	110,088	110,088	0	0.58%
111	Workforce Services - Ogden	153,748	153,748	153,748	153,748	0	0.82%
112	Workforce Services - Provo	127,680	127,680	144,970	144,970	0	0.42%
113	Workforce Services - Richfield	58,072	58,072	58,072	58,072	0	0.17%
114	Workforce Services - St George	66,452	66,452	66,452	66,452	0	0.19%
115	Workforce Services - Vernal	56,152	73,702	73,702	73,702	0	0.21%
116	Tree of Utah	58	89	0	0	0	0.00%
117	Surplus Paybacks into O/H Accounts	0	11,639	0	0	0	0.00%
118	Energy Rebates into O/H Accounts	0	2,210	0	0	0	0.00%
119	TOTAL (Pages 1&2) REVENUE BY SOURCE (Should equal ISF-3 line 3)	30,000,441	31,172,567	34,428,086	34,654,298	226,211.99	100.00%
PROGRAM: DFCM ISF MAINTENANCE							FY 2019
DEPARTMENT: ADMINISTRATIVE SERVICES			DIVISION: DFCM				



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