

2018-2019 BUDGET QUESTION
Response to Request for Information

DEPARTMENT: Fire

REQUEST NO.: 93

REQUESTED BY: Alter

DATE REQUESTED: 8/25/18

DATE POSTED: 8/30/18

REQUEST: Please provide the breakdown of the \$823,000 requested for fire inspection activities on page 105 of the FY 2019 proposed budget.

RESPONSE:

An additional four civilian positions for the Fire Prevention Division to improve efficiency and keep pace with growing demand for inspection services by performing tasks is added to the Fire Prevention Division, allowing for three sworn personnel to return to performing inspections in the field. The \$823,000 in the FY 2018-19 budget is for costs associated with personnel, remodeling offices at One Texas Center to accommodate new and existing personnel, and renewal of a service contract with “the Compliance Engine” for outsourcing permitting and inspections of Fire Protection Systems (FPS).

The personnel costs include salary and benefits for four civilian positions to assist with prevention tasks so that three sworn personnel (Lieutenant Inspectors) can return to performing inspections in the field. The personnel costs total \$398,000 for the following positions:

- Customer Service Supervisor
- Program Coordinator
- Scheduling Coordinator
- Engineer

The office remodel costs (approximately \$100K) include renovations, new cubicles and furniture to fit more personnel into the limited office space at One Texas Center.

The Compliance Engine service contract (\$325K) covers expenses related to outsourcing FPS permitting and inspections. Council approved this Service Level Agreement in 2016. It is a web-based service that manages the testing, maintenance, and repair reports required for the administration of FPS permits within a municipality. This specialized company provides access to a streamlined database that sorts properties requiring FPS permits as compliant or deficient.

The permit and inspection fees are set at 100% cost recovery. Therefore, the costs of providing inspection services, including the \$823,000 of new costs associated with the four additional personnel, will be recovered by the fees for service.