

FY23 Proposed Budget: Question 1

BM Elkins: I would appreciate if you could provide me with the FTEs and related salary costs by functions category for ATP staff, CapMetro staff supporting ATP, and the City of Austin. In addition, provide the amounts for budgeted for contracts and the related FTEs covering within those agreements. All data should be for FY22 and FY23.

Response:

The table below is a comparison of the FTE and personnel costs between FY23 and FY22. It is important to note that for FY22, the budget did not include an authorized FTE count. The \$15.2 million budgeted in FY22 for personnel costs was based on an estimated need of approximately 84.5 FTEs predicated upon ATP being embedded within a larger organization and the project development schedule in place at that time. However, the actual staffing level was at the discretion of the Executive Director, with no Board approval of FTEs. Starting with the FY23 budget, staff is recommending that the Board approve total staffing authorization.

**ATP FY23 Proposed Budget & FY22 Amended Budget
Staffing Comparison**

Activity	FTEs FY23			TOTAL	FTEs FY22*			TOTAL
	ATP	Cap Metro	COA		ATP	Cap Metro	COA	
Administrative Services	5.00			5.00	3.50			3.50
Architecture and Urban Design	8.00			8.00	9.00			9.00
Board of Directors	1.00			1.00	1.00			1.00
Construction and Engineering	7.00			7.00	18.00			18.00
Controls and Compliance	15.00			15.00	13.00			13.00
Equity and DBE	4.00			4.00	2.00			2.00
Finance	7.00			7.00	7.00			7.00
Human Resources	3.00			3.00	2.00			2.00
Information Technology	3.00			3.00	-			-
Internal Audit	3.00			3.00	1.00			1.00
Legal	5.00			5.00	5.00			5.00
Marketing/Community Engagement	13.00			13.00	10.00			10.00
Procurement	6.00			6.00	6.00			6.00
Project Management	4.00			4.00	4.00			4.00
Real Estate	3.00			3.00	3.00			3.00
Capital Metro		3.50		3.50		4.50		4.50
City of Austin			-	-			4.00	4.00
Total FTEs	87.00	3.50	-	90.50	84.50	4.50	4.00	93.00
Total Personnel Costs	\$ 12,920,915	\$ 559,661	-	\$13,480,576	\$15,212,707	\$ 463,964	\$ 2,426,717	\$ 18,103,388

*The FY22 budget did not include an authorized FTE count.

In FY23, ATP staff costs are decreasing from \$15.2 million to \$12.9 million, even with the increase of 2.5 positions. For FY23, hiring assumptions are in sync with our overall Project Development effort detailed at the July 20th Board Meeting—all vacant positions are budgeted for half the year—to align with the completion of project development and to accommodate a thoughtful, intentional assessment of program needs as part of the ATP organization.

It is also important to note that the FTE count and personnel costs for the City for FY23 are marked as N/A. In FY23, the ILA with the City of Austin for the Project Connect Office, which is currently in development, will be a service agreement and will not direct or manage the resources the City may use to fulfill the terms of the agreement.

The table to the right provides the amount budgeted for both operating and capital contracts for FY22 and FY23. The highlighted contracts agree with the list provided in your original request for information.

Firms/Services	FY23	FY22
Financial/Risk	3,500,000	2,500,000
Legal	2,000,000	4,500,000
Recruiting	250,000	250,000
PMOR (see next table for detail)	30,000,000	29,200,000
Engineering	13,000,000	28,179,220
Other Consultants	9,250,000	39,358,256
Total Consulting	58,000,000	103,987,476

ATP currently utilizes three contracts that were put in place by CapMetro: HDR as Program Manager Owner’s Representative (PMOR) and two engineering firms to work on technical design for Light Rail—AECOM and HNTB. As ATP advances Project Development for Austin Light Rail, the firms will be doing the necessary new engineering and environmental work, in addition to project management, FTA coordination, and controls/quality assurance, required to develop an updated Light Rail Implementation Plan by the Spring, and be ready to continue to advance and finalize the project development phase through the remainder of the year.

This table summarizes services by HDR included in the FY22 and the FY23 Proposed Budget.

Task	FY23		FY22	
	Budget	Hours	Budget	Hours
Program & Project Management	\$ 6.7	28,792	\$ 3.6	14,700
Marketing & Community Engagement	\$ 2.3	10,990	\$ 2.0	10,400
FTA Coordination & Environmental Oversight	\$ 1.9	6,786	\$ 2.1	9,200
Quality Assurance/Quality Control	\$ 4.0	19,530	\$ 4.4	20,800
Light Rail Project Development*	\$ 13.1	55,284	\$ 12.1	48,500
Miscellaneous	\$ 2.0	6,505	\$ 4.9	21,700
Total	\$ 30.0	127,887	\$ 29.2	125,300

**Includes Architecture, Preliminary Engineering, ROW, Systems, Vehicles, Utilities*