

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 5901 SB	<b>Title:</b> Refreshment info./rest areas	<b>Agency:</b> 405-Department of Transportation
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## Part I: Estimates

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No Fiscal Impact

### Estimated Cash Receipts to:

NONE

### Estimated Operating Expenditures from:

	FY 2020	FY 2021	2019-21	2021-23	2023-25
FTE Staff Years	0.5	0.4	0.5	0.4	0.4
<b>Account</b>					
Motor Vehicle Account-State 108-1	32,000	25,000	57,000	51,000	51,000
<b>Total \$</b>	32,000	25,000	57,000	51,000	51,000

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

☒

If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.

☐

If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).

☐

Capital budget impact, complete Part IV.

☐

Requires new rule making, complete Part V.

<b>Legislative Contact:</b> Erica Bramlet	<b>Phone:</b> 360-786-7321	<b>Date:</b> 02/12/2019
<b>Agency Preparation:</b> Bob Loveless	<b>Phone:</b> 360-705-7860	<b>Date:</b> 02/20/2019
<b>Agency Approval:</b> Matthew Modarelli	<b>Phone:</b> 360-705-7601	<b>Date:</b> 02/20/2019
<b>OFM Review:</b> Alyssa Ball	<b>Phone:</b> (360) 902-0419	<b>Date:</b> 02/20/2019

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

See Attached.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

See Attached.

Part III: Expenditure Detail

III. A - Operating Budget Expenditures

Account	Account Title	Type	FY 2020	FY 2021	2019-21	2021-23	2023-25
108-1	Motor Vehicle Account	State	32,000	25,000	57,000	51,000	51,000
Total \$			32,000	25,000	57,000	51,000	51,000

III. B - Expenditures by Object Or Purpose

	FY 2020	FY 2021	2019-21	2021-23	2023-25
FTE Staff Years	0.5	0.4	0.5	0.4	0.4
A-Salaries and Wages	23,000	19,000	42,000	38,000	38,000
B-Employee Benefits	8,000	6,000	14,000	13,000	13,000
C-Professional Service Contracts					
E-Goods and Other Services					
G-Travel	1,000		1,000		
J-Capital Outlays					
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services					
P-Debt Service					
S-Interagency Reimbursements					
T-Intra-Agency Reimbursements					
9-					
Total \$	32,000	25,000	57,000	51,000	51,000

III. C - Operating FTE Detail: List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA

Job Classification	Salary	FY 2020	FY 2021	2019-21	2021-23	2023-25
Information Technology Specialist 5	87,792	0.1		0.1		
Office Assistant 3	37,260	0.4	0.4	0.4	0.4	0.4
Total FTEs		0.5	0.4	0.5	0.4	0.4

III. D - Expenditures By Program (optional)

Program	FY 2020	FY 2021	2019-21	2021-23	2023-25
Highway Maintenance & Operations (M)	25,000	25,000	50,000	51,000	51,000
Transportation Management & Suport (S)	7,000		7,000		
Total \$	32,000	25,000	57,000	51,000	51,000

Part IV: Capital Budget Impact

NONE

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

# Individual State Agency Fiscal Note

<b>Bill Number: SB 5901</b>	<b>Title: Safety Rest Area Coffee Service</b>	<b>Agency: 405-Department of Transportation</b>
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## Part I: Estimates

Use the fiscal tables provided below to show fiscal impact by account, object, and program (if necessary), **add rows if needed**. If no fiscal impact, check the box below, skip fiscal tables, and go to Part II to explain briefly, why the program believes there will be no fiscal impact to the department.

- ☐ No Fiscal Impact (Explain in section II. A)  
☐ Indeterminate Cash Receipts Impact (Explain in section II. B)  
☐ Indeterminate Expenditure Impact (Explain in section II. B)

### Estimated Expenditures from:

Account	Fund Type	FY 2020	FY 2021	2019-21	2021-23	2023-25
<b>108 - Motor Vehicle Account</b>	State	32,000	25,000	57,000	51,000	51,000
Choose an item.	Choose an item.					
Choose an item.	Choose an item.					
<b>Total \$</b>		<b>32,000</b>	<b>25,000</b>	<b>57,000</b>	<b>51,000</b>	<b>51,000</b>

### Estimated Expenditures by Object:

Object	FY 2020	FY 2021	2019-21	2021-23	2023-25
<b>A - Salaries &amp; Wages</b>	23,000	19,000	42,000	38,000	38,000
<b>B - Employee Benefits</b>	8,000	6,000	14,000	13,000	13,000
<b>G - Travel</b>	1,000	0	1,000		
<b>Total \$</b>	<b>32,000</b>	<b>25,000</b>	<b>57,000</b>	<b>51,000</b>	<b>51,000</b>

### \*Estimated Expenditures by Program:

Program	FY 2020	FY 2021	2019-21	2021-23	2023-25
<b>S -Transportation Management &amp; Support</b>	7,000	0	7,000	0	0
<b>M - Highway Maintenance &amp; Operations</b>	25,000	25,000	50,000	51,000	51,000
Choose an item.					
<b>Total \$</b>	<b>32,000</b>	<b>25,000</b>	<b>57,000</b>	<b>51,000</b>	<b>51,000</b>

*\*This table is optional, only required if multi-program split.*

### Estimated FTE Expenditures:

FTE Title	FY 2020	FY 2021	2019-21	2021-23	2023-25
<b>ITS5</b>	0.1		.05		
Office Assistant 3	0.4	0.4	0.4	0.4	0.4
<b>Total \$</b>	<b>0.5</b>	<b>0.4</b>	<b>0.45</b>	<b>0.4</b>	<b>0.4</b>

### Estimated (Non-Transportation) Capital Budget Impact:

Account	Fund Type	FY 2020	FY 2021	2019-21	2021-23	2023-25
Choose an item.	Choose an item.					
Choose an item.	Choose an item.					
Choose an item.	Choose an item.					
<b>Total \$</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.

# Individual State Agency Fiscal Note

## Part I: Estimates (continued)

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, provide an explanation in Section I and II. A)
- ☒ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

### Agency Contacts:

Agency Preparer: Tom Parma/Bob Loveless	Phone: 360-705-7764	Date: 2/18/2019
Agency Approval: Matthew Modarelli	Phone: 360-705-7601	Date: 2/20/2019
Agency Budget Analyst: Joe Patterson	Phone: 360-705-7545	Date: 2/20/2019

## Part II: Narrative Explanation

### II. A - Brief description of what the measure does that has fiscal impact

*Briefly describe by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.*

This bill requires WSDOT to create and maintain an on-line calendar for Safety Rest Area coffee service provided by volunteer organizations. This calendar is to contain information about dates that a volunteer group is scheduled, dates not scheduled (available), and any cancellations. The department assumes that implementing the provisions in this bill will have a fiscal impact due to the added duties of developing the on-line calendar and then maintaining the calendar so that it is kept current and useful.

### II. B - Cash receipts Impact

*Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.*

N/A

### II. C - Expenditures

*Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.*

Expenditures necessary to implement this bill are web developer time, travel for training staff, and the incremental time for staff to maintain the calendars. Assumptions are listed below.

## Part III: Expenditure Detail

### III. A - Expenditures by Object or Purpose

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## SB5901 cost calculations

### One-Time cost

Safety Rest Area (SRA) calendar development

26 current SRAs with service available

		WSDOT Cost	
Web Developer Cost (ITS5)	Hours	Rate	Total
first calendar	8	70.33	560
next 3	12	70.33	840
remaining 22	44	70.33	3080
subtotal			\$4,480
Training			(covered within existing funding)
1 hour per office (10 Offices)(see assumptions)			
Travel for trainer (varies per office)			1,000
OT travel			1,000
<b>Total one-time cost (\$ program)</b>			<b>\$6,480</b>

### On-going cost

Activity	Number of SRAs/ Calendars	Number of Update Instances	Number of Hours/ Instance	Total Hours
Regular and Lottery Calendar Mgmt.	8	502	0.25	<b>1004</b>
Intermittent Calendar Management	18	104	0.25	<b>468</b>
<b>Total</b>				<b>1472</b>

		WSDOT Cost	
Calendar Management Cost	Hours	Rate	Total
Labor - Office Assistant 3	1472	34.53	50,830
<b>Total ongoing cost (M program)</b>			<b>\$50,830</b>
Total initial cost of SB5901			<b>\$57,310</b>

**Rounded Amount** 57,000

### Assumptions:

Web Developer is an ITS5 at step L (used 2019-21 budget labor estimator)

Training time will be handled by budgeted staff

Calendar management will be handled by Maintenance office staff in regions

Calendar management is only incremental time for updating on-line calendar

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8 locations have regular free coffee service provided by volunteer groups  
8 locations would be updated once each working day (365-104-10=251)  
18 locations have irregular free coffee service provided by volunteer groups  
18 locations would be updated once weekly  
Use Free Google calendar similar to Traffic Events Calendar  
Calendar is “view only”, no updates by public.

### **Part IV: Capital Budget Impact**

N/A

# Individual State Agency Fiscal Note

## **Part V: New Rule Making Required**

*Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.*

N/A