



Annual Report of
Nonfinancial Data
for the year ended
August 31, 2016

*Texas Department of
Licensing and Regulation*

*Brian Francis
Executive Director*





TEXAS DEPARTMENT OF LICENSING AND REGULATION

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December 5, 2016

The Honorable Greg Abbott, Governor
Ursula Parks, Director, Legislative Budget Board
Lisa Collier, First Assistant State Auditor

Ladies and Gentleman:

We are pleased to submit the Texas Department of Licensing & Regulation *Annual Report of Nonfinancial Data* for the year ended August 31, 2016, in compliance with the TEX. GOV'T CODE ANN. § 2101.0115 and in accordance with the instructions for completing the Annual Report of Nonfinancial Data.

The accompanying report has not been audited and is considered to be independent of the agency's *Annual Financial Report*.

If you have any questions, please contact Jerry Daniels, Director of Financial Services, at (512) 463-3100.

Sincerely,

A handwritten signature in black ink, appearing to be "Brian Francis", written over a horizontal line.

Brian Francis
Executive Director

Mike Arismendez, Chair – Shallowater, Texas

Tom Butler, Vice-Chair – Deer Park, Texas

Helen Callier – Kingwood, Texas

Rick Figueroa – Brenham, Texas

Catherine Rodewald – Frisco, Texas

Ravi Shah – Carrollton, Texas

Deborah A. Yurco – Austin, Texas

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**TEXAS DEPARTMENT OF LICENSING AND REGULATION
SCHEDULE OF SPACE OCCUPIED**

For the Fiscal Year Ended August 31, 2016

Location	Address	Lessor	Lease Number	Type	Usable Sq. Ft.	FTEs	Rental per Month			Comments
							Cost per Sq. Ft.	Cost per Month	Annual Cost	
State-Owned Buildings:										
Austin	920 Colorado				34,005	227.7				
Fort Worth	1501 Circle Dr, Suite 215				1,604	6.0				
Houston	5425 Polk Ave, Suite G80				4,854	9.0				
					<u>40,463</u>	<u>242.7</u>				
Free Space:										
(None)										
Leased Space:										
Austin	1106 Clayton Lane	Omninet Twin Towers, LP	20208							Lease expires 01/31/2021.
	Suites 125E and 325E			Office/Meeting	12,650	6.0	18.72	\$ 19,734.00	\$ 236,808	Suite 125 is the large meeting room used for Commission Meetings, Advisory Boards, Training, etc.
	Suites 130E and 425E			Offices	6,708	39.0	18.72	\$ 10,464.48	\$ 125,574	
	Suite 300E			Offices	6,379	85.0	18.72	\$ 9,951.24	\$ 119,415	
	Suite 105E			Offices	2,233	17.0	20.73	\$ 3,857.51	\$ 46,290	
					<u>27,970</u>	<u>147.0</u>		<u>\$ 44,007.23</u>	<u>\$ 528,087</u>	

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TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)
SCHEDULE OF PROFESSIONAL/CONSULTING AND LEGAL SERVICE FEES
 For the Fiscal Year Ended August 31, 2016

<u>Name</u>	<u>Type of Service Rendered</u>	<u>Amount</u>
Professional/Consulting Fees		
Paid from Governmental Funds:		
Alliance Work Partners	Services for Employees	\$11,503.25
Carahsoft Technology Corporation	Information Technology Services	12,157.00
Department of Information Resources	Data Consolidation Center	545,740.81
Department of State Health Services	Licensing and Regulation	614,850.00
Garza/Gonzalez	Internal Auditing	87,575.00
M&S Technologies	Security Appliance Setup	6,851.50
Micropact Global Inc	Versa Conversion	680,000.00
Praeses LLC	Programming for Boiler Program	126,795.00
Raptor Technologies LLC	Security Badge System	700.00
Stern Consulting LLC	Technical Writing	4,900.00
Total Paid from Governmental Funds		<u>\$2,091,072.56</u>
Total Professional/Consulting Fees		<u>\$2,091,072.56</u>
Legal Service Fees		
N/A		<u>\$0.00</u>
Total Legal Service Fees		<u>\$0.00</u>
Total Professional/Consulting and Legal Service Fees		<u>\$2,091,072.56</u>

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STATE AGENCY PROGRESS REPORT

(Source: Texas Government Code, Title 10, Subtitle D, Section 2161.124)

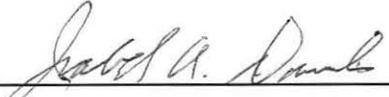
Agency Name: Texas Department of Licensing and Regulation Agency #: 452 Report for Fiscal: 2016

HUB Report Procurement Categories	Fiscal 2015		Fiscal 2016		Fiscal 2017
	Agency-Specific HUB Goal*	% of Dollars Spent w/HUBs**	Agency-Specific HUB Goal*	% of Dollars Spent w/HUBs**	Agency-Specific HUB Goal*
Heavy construction other than building contracts	N/A	N/A	N/A	N/A	N/A
Building construction, including general contractors and operative builders contracts	N/A	N/A	N/A	N/A	N/A
Special trade construction contracts	32.70%	0.00%	32.90%	0.00%	32.90%
Professional services contracts	23.50%	100.00%	23.70%	100.00%	75.00%
Other services contracts	24.60%	3.70%	26.00%	5.64%	26.00%
Commodities contracts	21.00%	8.40%	21.10%	37.93%	30.00%

*For each of the procurement categories listed, enter your Agency-Specific HUB Goals.

**For each of the procurement categories listed, enter the percentage of dollars the agency spent with HUBs as reflected in the Annual HUB Reports.

Please note that TDLR's FY2017 HUB goals meet or exceed the statewide goals. This reflects our continuing efforts and dedication to expanding procurement options for all Texans.

Prepared By: 

Printed Name: Jerald A. Daniels

Phone Number: (512) 463-3100

Approved by: 

Printed Name: Brian Francis

Phone Number: (512) 463-3171

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TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)
 APPROPRIATION ITEM TRANSFER SCHEDULE*
 For the Fiscal Year Ended August 31, 2016

ITEM OF APPROPRIATION

			<u>Transfers-In</u>	<u>Transfers-Out</u>	<u>Net Transfers</u>
A. Goal: Licensing					
Strategies:					
A.1.1	13004	License/Register/Certify	\$ -	\$ -	\$ -
A.1.2	13023	License Businesses & Facilities	-	-	-
A.1.3	13003	Education and Examinations	-	-	-
A.1.4	13008	Customer Service	-	-	-
Total, Goal A: Licensing			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
B. Goal: Enforcement					
Strategies:					
B.1.1	13010	Conduct Inspections	\$ -	\$ (535,255.01)	\$ (535,255.01)
B.1.2	13024	Building Plan Reviews	130,000.00	-	130,000.00
B.1.3	13009	Resolve Complaints	460,255.01	-	460,255.01
B.1.4	13025	Investigations	35,000.00	-	35,000.00
Total, Goal B: Enforcement			<u>\$ 625,255.01</u>	<u>\$ (535,255.01)</u>	<u>\$ 90,000.00</u>
C. Goal: Indirect Administration					
Strategies:					
C.1.1	13800	Central Administration	\$ -	\$ -	\$ -
C.2.1	13801	Information Resources	-	-	-
C.3.1	13802	Other Support Services	-	-	-
Total, Goal C: Indirect Administration			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Other					
Article IX Contingency Riders:					
Sec. 18.41	24841	Driver Education and Safety	\$ -	\$ (90,000.00)	\$ (90,000.00)
Sec. 18.56	24856	Transfer of 7 DSHS Programs	-	-	-
Capital Budget:					
DCC	54003	Data Center Consolidation	-	(932,350.00)	(932,350.00)
SB 202	54202	SB 202 Licensing Transfer Project	932,350.00	-	932,350.00
			<u>\$ 932,350.00</u>	<u>\$ (1,022,350.00)</u>	<u>\$ (90,000.00)</u>
NET APPROPRIATION ITEM TRANSFERS			<u>\$ 1,557,605.01</u>	<u>\$ (1,557,605.01)</u>	<u>\$ -</u>

* This schedule does not include salary increase transfers and benefit replacement pay (BRP) transfers.

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**TEXAS DEPARTMENT OF LICENSING AND REGULATION
INDIRECT COST SCHEDULE**

For the Fiscal Year Ended August 31, 2016

A. Payroll Related Costs			
	FICA Employer Matching Contribution	\$ 1,794,287	
	Group Health Insurance	2,950,064	
	Retirement	2,111,985	
	Unemployment	4,571	
	Total Payroll Related Costs		\$ 6,860,908
	Workers' Compensation (Indirect)	\$ -	
	Benefit Replacement Pay (BRP)	47,194	
	Total Workers' Compensation and BRP		47,194
B. Indirect Costs			
	Bond Debt Service Payments	\$ -	
	Total Indirect Costs (not reported on operating statements)		-
C. Indirect Costs - Statewide Full Cost Allocation Plan			
	(Note that these are costs that were provided to the agency during Fiscal Year 2016 based on the FY2015 Statewide Cost Allocation Plan (SWCAP). Applicable reimbursements to General Revenue from other funds were also made in Fiscal Year 2016.)		
	Building Depreciation	\$ 67,774	
	CPA Fiscal and ITD	44,027	
	CPA Purchasing & Support (TPASS)	17,676	
	CPA Rebates	(2,550)	
	DPS Capitol Security	38,128	
	TFC Planning and Real Estate Mgmt	413,658	
	GOV Budget and Planning	658	
	Rounding	(1)	
	Total Indirect Costs - Statewide Full Cost Allocation Plan		579,370
	TOTAL INDIRECT COSTS		\$ 7,487,472

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TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)
SCHEDULE OF STATE-OWNED VEHICLES USED BY STATE EMPLOYEES
For the Fiscal Year Ended August 31, 2016

The following employees were authorized to use the agency's three state-owned vehicles:

<u>Name</u>	<u>Job Title</u>
David Gunn	Investigator
Adam Foster	Hydrologist
Alberto Jimenez	Hydrologist
Bill Kuntz	Executive Director
Brian Francis	Deputy Executive Director
George Ferrie	Director of Compliance
Lee Parham	Manager
David Gonzales	Manager
Robert Posey	Program Manager
Elizabeth Perez	Program Manager
Eddie Morrison	Network Specialist
Jerry Daniel	Program Specialist
Larry Reichle	Program Specialist
Vicky Miller	Program Specialist
Gus Calderon	Program Specialist
Ben Delamater	Senior Purchaser
Larry Naylor	Purchasing/Property Manager (Retired)
Michael Withrow	Purchaser
Brian Kelly	Purchasing/Property Manager
Mike Henry	Purchaser
Ariel Oubda	Purchaser

The Investigator and Hydrologists perform statutorily required inspections of water wells throughout the state. The Directors, Managers, Network Specialist, Program Specialists and Purchasers use agency vehicles to make presentations and to perform supervisory, staff, and administrative functions. When the vehicles are not in use, they are garaged at headquarters. Other individuals may be added to the list with the approval of the Executive Director or Deputy Executive Director.

