

# **Purchase of Services**



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**DEPARTMENT/DIVISION:** Purchase Of Services  
**RESPONSIBILITY:** Erica Haugen, Community Development Specialist

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Purchase of services activities are those services that the City feels fit the goals and priorities of the City and are not required to be provided or would not be provided in the normal course of City business. In Fiscal Year 2014, an application process was implemented for the funding of purchase of service agencies.

The Fiscal Year 2016 budget recommends an allocation of \$72,706 in General Fund and \$31,820 in Community Development Block Funds for a total of \$104,526 to fulfill some of the recommendations of the Community Development Advisory Commission.

The recommendation of the Community Development Advisory Commission will be made to City Council after the Fiscal Year 2016 budget is adopted on March 12, 2015.

The following purchase of service agencies have received funding in the past:

Agency	FY 2015	Funding Source
Bell Tower Theatre Youth Theatre Program	\$3,220	General Fund
Dubuque Art Center	\$15,000	General Fund
Dubuque Community Y Domestic Violence Program	\$12,074	General Fund
Four Mounds HEART Program	\$5,000	General Fund
Helping Services of Northeast Iowa Life Skills	\$2,012	General Fund
Hillcrest Family Services HSF Crisis Stabilization	\$2,012	General Fund
Lutheran Services in Iowa Community Wraparound	\$4,025	General Fund
Multicultural Family Center Future Talk	\$2,012	General Fund
Opening Doors	\$1,995	General Fund
Opening Doors	\$13,005	CDBG
Project Concern 211/Information and Referral	\$10,000	CDBG
Project Concern: Foster Grandparent Program	\$6,762	General Fund
Retired and Senior Volunteer Program	\$6,037	General Fund
Riverview Center Sexual Assault Therapist Position	\$5,635	General Fund
St. Mark Community Center	\$15,000	General Fund
Total	\$103,789	

Opening Doors, Four Mounds HEART Program, Dubuque Art Center and St. Mark Community Center were approved in Fiscal Year 2013 for three years of recurring funding which ended in Fiscal Year 2015.

Contracted services are services that the City would have within its organization regardless of who provides the service. Contracted services in many cases leverage other resources that would not normally be available to the City. An example is the Dubuque Humane Society which provides a heightened level of service for animal control over what the City would provide for animals.

Most contracted service agencies are recommended to receive a 10% reduction in their service contract. The following agencies have received or are being recommended to receive funding as contracted services within other departments:

Agency	Department	FY 2015	FY 2016	Funding Source
America's River Corporation	Economic Development	\$10,000	\$10,000	General Fund
Burlington Trailways	Transit	\$9,600	\$2,400	General Fund
Community Foundation of Greater Dubuque – Project HOPE	Economic Development	\$75,025	\$67,523	General Fund
Community Foundation of Greater Dubuque – Every Child Every Promise	Housing	\$25,000	\$22,500	General Fund
Community Foundation of Greater Dubuque – Green & Healthy Homes	Housing	\$25,000	\$0	Green & Healthy Homes Grant
Community Foundation of Greater Dubuque – Inclusive Dubuque	Economic Development	\$75,000	\$67,500	General Fund
Crescent Community Health Center - Operating	Health Services	\$25,000	\$22,500	General Fund
Crescent Community Health Center – Engine House #1 Rent	Health Services	\$25,000	\$25,000	General Fund
Dubuque Area Convention & Visitors Bureau	Economic Development	\$979,677	\$1,018,206	General Fund
Dubuque Area Labor Management Council	Economic Development	\$30,000	\$27,000	General Fund
Dubuque Main Street	Economic Development	\$74,276	\$66,848	General Fund
DuRide	Transit	\$25,000	\$16,866	General Fund
ECIA Membership Dues	Planning	\$24,784	\$25,937	General Fund
ECIA Prosperity Iowa	Economic Development	\$5,650	\$5,085	General Fund
ECIA Transportation Planning	Engineering	\$10,000	\$9,000	General Fund
ECIA Transit Management	Transit	\$353,421	\$0	General Fund
Greater Dubuque Development Corporation – Retail Expansion/Marketing/Workforce	Economic Development	\$586,613	\$527,592	Land Sales
Greater Dubuque Development Corporation – Director of Sustainable Innovation	Water	\$125,000	\$100,000	General Fund
Hills & Dales: Senior Center	Recreation	\$18,200	\$16,830	CDBG
Hills & Dales: Senior Center	Recreation	\$1,800	\$1,620	General Fund
Humane Society	Health Services	\$132,909	\$136,109	General Fund
Operation New View	Housing	\$19,756	\$17,781	General Fund
Operation New View: Head Start Program – 18 <sup>th</sup> St Rent	Housing	\$25,000	\$25,000	General Fund
Proudly Accessible Dubuque	Building Services	\$15,000	\$13,500	General Fund
Washington Tool Library	Neighborhood Development	\$11,284	\$11,284	CDBG
Washington Tool Library	Neighborhood Development	\$4,506	\$4,506	General Fund
<b>Total</b>		<b>\$2,712,501</b>	<b>\$2,240,587</b>	

**Recommended Operating Expenditure Budget - Department Total**  
**79 - PURCHASE OF SERVICES**

<b>Fund</b>	<b>Account</b>	<b>Account Title</b>	<b>FY13 Actual Expense</b>	<b>FY14 Actual Expense</b>	<b>FY15 Adopted Budget</b>	<b>FY 16 Recomm'd Budget</b>
100	62761	PAY TO OTHER AGENCY	45,601	67,218	65,784	72,706
260	62761	PAY TO OTHER AGENCY	30,468	15,551	23,005	31,820
<b>62 - SUPPLIES AND SERVICES</b>			<b>76,069</b>	<b>82,769</b>	<b>88,789</b>	<b>104,526</b>
<b>79 - PURCHASE OF SERVICES TOTAL</b>			<b>76,069</b>	<b>82,769</b>	<b>88,789</b>	<b>104,526</b>

# Recommended Expenditure Budget Report by Activity & Funding Source

## 79 - PURCHASE OF SERVICES

### FOUR MOUNDS HEART PROGRAM- 79115

**FUNDING SOURCE: GENERAL**

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
SUPPLIES AND SERVICES	5,000	5,000	5,000	0
<b>FOUR MOUNDS HEART PROGRAM</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>

### FOSTER GRANDPARENT - 79120

**FUNDING SOURCE: GENERAL**

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
SUPPLIES AND SERVICES	6,113	6,113	0	0
<b>FOSTER GRANDPARENT</b>	<b>6,113</b>	<b>6,113</b>	<b>0</b>	<b>0</b>

### HELPING SVS/NE IOWA - 79140

**FUNDING SOURCE: GENERAL**

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
SUPPLIES AND SERVICES	2,147	0	0	0
<b>HELPING SVS/NE IOWA</b>	<b>2,147</b>	<b>0</b>	<b>0</b>	<b>0</b>

### RET. - SENIOR VOLTR. PGM.- 79160

**FUNDING SOURCE: GENERAL**

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
SUPPLIES AND SERVICES	7,341	0	0	0
<b>RET. - SENIOR VOLTR. PGM.</b>	<b>7,341</b>	<b>0</b>	<b>0</b>	<b>0</b>

### INFORMATION/REFERRAL - 79210

**FUNDING SOURCE: COMMUNITY DEVELOPMENT**

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
SUPPLIES AND SERVICES	20,588	6,775	10,000	0
<b>INFORMATION/REFERRAL</b>	<b>20,588</b>	<b>6,775</b>	<b>10,000</b>	<b>0</b>

### AMERICA'S RIVER CORP - 79330

**FUNDING SOURCE: GENERAL**

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
SUPPLIES AND SERVICES	10,000	0	0	0
<b>AMERICA'S RIVER CORP</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

### OPENING DOORS - 79400

**FUNDING SOURCE: COMMUNITY DEVELOPMENT**

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
SUPPLIES AND SERVICES	9,880	16,496	15,000	0
<b>OPENING DOORS</b>	<b>9,880</b>	<b>16,496</b>	<b>15,000</b>	<b>0</b>

### PURCHASE OF SERVICE-(SP5)- 79450

**FUNDING SOURCE: COMMUNITY DEVELOPMENT**

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
SUPPLIES AND SERVICES	0	33,385	43,789	104,526

## Recommended Expenditure Budget Report by Activity & Funding Source 79 - PURCHASE OF SERVICES

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
<b>PURCHASE OF SERVICE-(SP5)</b>	<b>0</b>	<b>33,385</b>	<b>43,789</b>	<b>104,526</b>
<b>DUBUQUE ART CENTER - 79460</b>				
<b>FUNDING SOURCE: GENERAL</b>				
Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
SUPPLIES AND SERVICES	15,000	15,000	15,000	0
<b>DUBUQUE ART CENTER</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>
<b>PURCHASE OF SERVICES TOTAL</b>	<b>\$76,069.25</b>	<b>\$82,769.16</b>	<b>\$88,789.00</b>	<b>\$104,526.00</b>

