### RESOLUTION OF THE HEALTH, EDUCATION AND HUMAN SERVICES COMMITTEE OF THE NAVAJO NATION COUNCIL

23rd NAVAJO NATION COUNCIL - First Year, 2015

### AN ACTION

RELATING TO HEALTH, EDUCATION AND HUMAN SERVICES COMMITTEE; APPROVING AND RECOMMENDING TO THE BUDGET AND FINANCE COMMITTEE THE PROPOSED FISCAL YEAR 2016 BUDGET FOR THE NAVAJO DIVISION OF GENERAL SERVICES

### BE IT ENACTED:

### Section One. Findings

- A. The Health, Education and Human Services Committee is a standing committee of the Navajo Nation Council. 2 N.N.C. § 400 (A).
- B. The Health, Education and Human Services Committee is the oversight committee for the Division of General Services. 2 N.N.C. § 401 (C) (1).
- C. Each oversight committee shall review and make recommendations to the Budget and Finance Committee concerning the budget in accordance with the annual budget instructions. 12 N.N.C. § 840 (A).
- D. The Health, Education and Human Services Committee held a budget hearing and took budget testimony regarding the Navajo Nation Division of General Services' Fiscal Year 2016 Budget. 12 N.N.C. § 840 (A).
- E. The Health, Education and Human Services Committee recommends to the Budget and Finance Committee a fiscal year budget for the Division of General Services. 12 N.N.C. § 840 (A).

SECTION TWO. APPROVING AND RECOMMENDING TO THE BUDGET AND FINANCE COMMITTEE THE PROPOSED FISCAL YEAR 2016 BUDGET FOR THE NAVAJO DIVISION OF GENERAL SERVICES

- A. The Health, Education and Human Services Committee hereby acknowledges the proposed Navajo Nation Fiscal Year (FY) 2016 Budget for the Navajo Division of General Services, recommended by the President of the Navajo Nation, as provided on the Fund Type Budget Summary, attached as Exhibit
- B. The Health, Education and Human Services Committee requests that the Budget and Finance Committee and the Navajo Nation Council adopt the changes to the Budget, as set forth in the General Fund Comparative Summary and Recommended Changes to the General Fund Budget forms, attached as Exhibits "B" and "C", respectively.
- C. The Health, Education and Human Services Committee requests that the Budget and Finance Committee and the Navajo Nation Council approve the carryover of General Fund unexpended balances from Navajo Nation Fiscal Year 2015 into Fiscal Year 2016 as follows:

- All unexpended balances within the Navajo Nation Facilities Maintenance Department Business Unit 118023 in the amount of \$670,000, more or less, or remaining balances. See Carryforward Request attached.
- 2. For Business Unit 112008, Facilities Maintenance submitted Form 5 of their budget and has indicated to "Restore" the two positions changed and updated.
- 3. Business Unit 112005, Navajo Transit-Administration/Fixed Routes split their Division of General Services allocations of \$1,077,631 to \$1,064,961, with the difference of \$12,670 budgeted into Business Unit 112002, Navajo Transit System, Charter Service Program, it was brought to the attention of Division of General-Administration.
- 4. Business Unit 812004, Duplicating Services Program RMD change Form 2 Item # 4 to reflect 1<sup>st</sup> Quarter Phase 1, 2<sup>nd</sup> Quarter Phase 2, 3<sup>rd</sup> Quarter Phase 3, 4<sup>th</sup> Quarter Phase 4; and change Form 2 Item #5 to reflect 1<sup>st</sup> Quarter Phase 1, 2<sup>nd</sup> Quarter Phase 2, 3<sup>rd</sup> Quarter Phase 3, 4<sup>th</sup> Quarter Phase 4.
- D. The Health, Education and Human Services Committee states that there are no legislative concerns or conditions of appropriation as shown in Exhibit D and requests the Budget and Finance Committee and the Navajo Nation Council acknowledge the unmet needs as set forth in Exhibit E.
- E. The Health, Education and Human Services Committee authorizes the Committee Chairperson or Vice-Chairperson to meet and negotiate with the Budget and Finance Committee on these recommendations.

### CERTIFICATION

I hereby certify that the foregoing resolution was duly considered by the Health, Education and Human Services Committee of the Navajo Nation Council at a duly called meeting at Window Rock, Navajo Nation (Window Rock), at which a quorum was present and that the same was passed by a vote of  $\underline{4}$  in favor and  $\underline{0}$  opposed, this 13th day of August, 2015.

Honorable Norman M. Begay, Vice-Chairperson Health, Education and Human Services Committee

Amendment 1: Attach Exhibit A,B,C; Page 2, Line 14, insert the following new letter "C" as stated below:

- C. The Health, Education and Human Services Committee requests that the Budget and Finance Committee and the Navajo Nation Council approve the carryover of General Fund unexpended balances from Navajo Nation Fiscal Year 2015 into Fiscal Year 2016 as follows:
  - 1. All unexpended balances within the Navajo Nation Facilities Maintenance Department Business Unit 118023 in the amount of \$670,000, more or less, or remaining balances. See Carryforward Request attached.

- For Business Unit 112008, Facilities Maintenance has submitted Form 5
  of their budget and indicated to "Restore" the two positions changed
  and updated.
- 3. Business Unit 112005, Navajo Transit-Administration/Fixed Routes split their Division of General Services allocations of \$1,077,631 to \$1,064,961, with the difference of \$12,670 budgeted into Business Unit 112002, Navajo Transit System, Charter Service Program, it was brought to the attention of Division of General-Administration.
- 4. Business Unit 812004, Duplicating Services Program RMD change Form 2 Item # 4 to reflect 1<sup>st</sup> Quarter Phase 1, 2<sup>nd</sup> Quarter Phase 2, 3<sup>rd</sup> Quarter Phase 3, 4<sup>th</sup> Quarter Phase 4; and change Form 2 Item #5 to reflect 1<sup>st</sup> Quarter Phase 1, 2<sup>nd</sup> Quarter Phase 2, 3<sup>rd</sup> Quarter Phase 3, 4<sup>th</sup> Quarter Phase 4.
- D. The Health, Education and Human Services Committee states that there are no legislative concerns or conditions of appropriation as shown in Exhibit D and requests the Budget and Finance Committee and the Navajo Nation Council acknowledge the unmet needs as set forth in Exhibit E.

Renumber the remaining section(s).

Motion: Honorable Nelson BeGaye Second: Honorable Jonathan L. Hale

Vote: 4 in favor: 0 Opposed and 0 Abstain

### Main Motion

Motion: Honorable Nelson BeGaye

Second: Honorable Herman Daniels, Jr.

Vice-Chairperson not voting

The Navajo Nation Fund Type Budget Summary

59,794,874	1,975,043	0	0	50,479,615	2,280,685	5,059,531	6,608,673	Total	
0									
850,000				850,000				Employee Housing Department	912001 E
4,000,000				4,000,000				ISD - Worker's Compensation Program *	814001
0				0				Navajo Transit System	812018 N
18,670,000				18,670,000				Employee Benefits *	812016-17 E
9,134,615				9,134,615				ISD - Risk Management Program *	812005
700,000				700,000				RMD-Duplicating Services Program	812004 F
16,500,000				16,500,000				Fleet Management Department	812003 F
625,000				625,000				Air Transportation	812002 /
							1,000,000	Admin. Bldg. 2 Remed/Renovation	C01457 /
277,727	_				151,397	126,330	140,367	Records Management Department	112010 F
1,694,731					308,513	1,386,218	1,532,750	Department of Information Technology	112009 E
2,475,389					1,263,832	1,211,557	1,346,175	Facilities Maintenance Department.	112008 F
634,717					0	634,717	653,286	Navajo Air Transportation Department	112007
505,057					228,618	276,439	299,662	Telecommunications & Utilities Dept.	112006
3,052,674	1,975,043					1,077,631	1,212,350	Navajo Transit Systems-Admin. /Fixed Routes Svcs	112005
140					140	0	0	Risk Management - Safety Loss Control *	112004
337,354					144,583	192,771	214,190	Insurance Services Department (ISD) *	112003
0						0	38,928	Navajo Transit Systems/Charter Operations	112002
337,470					183,602	153,868	170,965	Division of General Services-Admin.	112001
Total	Special Revenue Fund - External	Special Revenue Fund • Internal	Fiduciary Fund	Proprietary Fund	Indirect Cost Fund	Proposed General Fund Budget	Fiscal Year 2015 General Fund Budget	Program	Business Unit
		n Funds	Vavajo Natio	Fiscal Year 2016 Navajo Nation Funds	Fis				

\*The oversight committee for these programs is the Budget and Finance Committee.

NOTE: In FY 2015, Div. of General Services received Indirect Cost of \$2,279,239 for seven (07) programs.

### The Navajo Nation General Fund Comparative Summary

Executive Division: Division of General Services

0	5,059,531	5,059,531	түүлүнөлү	
0				
0				
0				
0				
0				
0				
0				
0	126,330	126,330	Records Management Dept.	112010
0	1,386,218	1,386,218	Dept. of Information Technology	112009
0	1,211,557	1,211,557	Facilities Maintenance Dept.	112008
0	634,717	634,717	Navajo Air Transportation Dept.	112007
0	276,439	276,439	Telecommunications and Utilities Dept.	112006
(12,670)	1,064,961	1,077,631	Navajo Transit Systems-Admin./Fixed Routes	112005
0	0	0	ISD - Safety Loss Control	112004
0	192,771	192,771	Insurance Services Department	112003
12,670	12,670	0	Navajo Transit Systems/Charter Operations	112002
0	153,868	153,868	Division of General Services - Admin.	112001
Plus or minus \$ difference (Column D minus C)	Oversight Committee's Recommended FY 2016 General Fund Budget	Branch Chief's Proposed FY 2016 General Fund Budget	Program Title	Business Unit Number
(E)	(D)	. (C)	(B)	Á

## The Navajo Nation Recommended Changes to the General Fund Budget

	Necollille	Necollillelided olialiges to the General Fund Eduget	a Dadger
Branch:	Executive	Division:	Division of General Services
Business Unit		Explanation of Recommended (	Explanation of Recommended Changes to the Fiscal Year 2016 General Fund Budget
Number	Program Title	(Incre	ncrease or Decrease \$ Amount)
-		Business Unit 112005, Navajo Transit- Adminal allocations of \$1,077,631 to \$1,064,961, with Navajo Transit System, Charter Service Prog	Business Unit 112005, Navajo Transit- Administration/Fixed Routes split their Division of General Services allocations of \$1,077,631 to \$1,064,961, with the difference of \$12,670 budgeted into Business Unit 112002, Navajo Transit System, Charter Service Program, it was brought to the attention of Division of General Services
112002	Navajo Transit Systems/Charter Operations	Administration.	
		Business Unit 112005, Navajo Transit-Admin allocations of \$1,077,631 to \$1,064,961, with	Business Unit 112005, Navajo Transit-Administration/Fixed Routes split their Division of General Services allocations of \$1,077,631 to \$1,064,961, with the difference of \$12,670 budgeted into Business Unit 112002,
		Navajo Transit System, Charter Service Prog	Program, it was brought to the attention of Division of General Services

	For Business Unit 112008, Facilities Maintenance has submitted Form 5 of their budget and indicated to
Doilition Maintenance Dont	"Restore" the two positions changed and updated.
racilities Maintenance Dept.	

112005

Navajo Transit Systems--Admin./Fixed Routes

Administration.

		112
		112008
		Facilities Maintenance Dept.
		For Business Unit 112008, Facilities Maintenance has submitted Form 5 of their budget and indicated to "Restore" the two positions changed and updated.

# The Navajo Nation Recommended Conditions of Appropriations and Legislative Concerns

Branch: Executive **Division:** Division of General Services

Business Unit#	Program Title	Brief Narrative of Recommended Condition of Appropriation (COA) or Legislative Concern (LC)
		None
	•	

### The Navajo Nation Recommended Unmet Needs Budgets

Branch:

Executive

**Division:** Division of General Services

	4,151,974	TOTAL:	
3 employees with fringe benefits, personnel travel for training, seminars and conferences for per diem, lodging and POV mileage, supplies for emergency service calls, repairs and maintenance of tribal housing-plumbing, carpentry, painting, plumbing, roof renovation, upgrade water disposal and general professional contractors; training and professional dues for personnel and insurance premiums-general liability and workers comp.; purchase 2 new three bedroom mobile homes to replace dilapidated units currently in inventory with employee housing.,	499,995	Employee Housing Program	912001
Monthly mileage and fleet rental of department vehicle; per diem meals, lodging POV mileage and other travel expense; office supplies, office furniture, computer equipment, special transactions for projects, special events, promotion and advertise projects, gift/awards, catering, 20,000 refreshments for events/trainings and premiums.	20,000	Division of General Services	112001
Travel expenses-lodging and meal expenses and office supplies-general 20,000 office and operation supplies.	20,000	Navajo Nation Telecommunication Utilities	112006
Building supplies, service and external contractors and office supplies-general contractor.	Buildin 2,000,000 genera	Facilities Maintenance Department	112008
19 employees w/fringe benefits-insurance premiums, workers comp, 1,611,979 equipment and computers.	1,611,979	Department of Information Technology	112009
Explanation of Recommended UNMET NEEDS to the Fiscal Year 2015 General Fund Budget	Amount of Unmet Need	Program Title	Business Unit Number
(D)	(C)	(B)	(A)



### RUSSELL BEGAYE PRESIDENT JONATHAN NEZ VICE-PRESIDENT

### MEMORANDUM

TO : Jonathan Hale, Chairperson

Health, Education & Human Service Committee

23<sup>rd</sup> Navajo Nation Council

FROM

Marcus C. Tulley, Department Manager III

Facilities Maintenance Department Division of General Services

DATE

: 11 August 2015

**SUBJECT** 

: FY 2016 - CARRYFORWARD REQUEST

RE: NN FACILITIES MAINTENANCE DEPARTMENT - BU # 118023

Our department is requesting a carry forward in the amount of \$670,000 to address several projects that were delayed due to the extended winter season that resulted in numerous delays to each maintenance project scheduled.

Therefore our department is requesting this carry forward to address several issues that we were unable to complete this current fiscal year that include the following:

Project / Cost Breakdown	Total Cost
ADA Compliance (Ramp / Pad Installation) at	\$110,000
identified FMD listed facilities	
HVAC system installation & roofing repairs	\$560,000
TOTAL	\$670,000

The HVAC systems will be installed at two location that include the Office of the President & Vice President South Wing (Division of Natural Resources) and the Navajo Nation Administration Building One – second floor units.

Over the last two years the south wing of the office of the President and Vice President has been closed due to several facility deficiencies. Our department has collaborated with the BIA Area Office to address deficiencies whereby they will abate the facility and remove the aging steam pipes and boiler system responsible for cooling and heating the facility. Therefore our department will be installing an HVAC system in this facility that will further increase the life expectancy and operational use of this facility that will restore this facility to operational use for both the Division of Natural Resources, Navajo Land Department and the Division of Human Resources administration.



### RUSSELL BEGAYE PRESIDENT JONATHAN NEZ VICE-PRESIDENT

MEMORANDUM to: Jonathan Hale, Chairperson, HEHSC

SUBJECT: FY 2016 - Carry Forward Request

Re: NN Facilities Maintenance Department – BU # 118023

11 August 2015

Page 2

Navajo Nation Administration Building One located in Window Rock, Arizona recently completed renovation of the facility in December 2014. This process only addressed the interior facility and did not address the current HVAC system. After careful examination of each system they are extended beyond its current life expectancy and are in need of replacement. Our department will be replacing two HVAC units located on the roof for this facility that supply heating and cooling for the second floor departments. This will further solidify this facilities operational use by extending the current renovation work and the facility life expectancy.

Roofing repairs are prevalent on the Navajo Nation as we work to extend each facilities building life expectancy. We are working to replace current facility shingle roofing systems with a more durable and reliable system with a metal pro-panel roofing system. We have several facilities identified throughout our facility maintenance listing that are in need of this service. Once complete this will prevent water intrusions in each facility and further extend each facilities operational use.

Over the course of the last three years our department has commenced efforts to address ADA compliance of all FMD listed facilities. This has included installation of handicap parking, wheelchair accessibility, ADA restroom compliance, and other related ADA facility items. This year due to the extended winter weather season, it delayed our process to address several facilities we had scheduled. We have several facilities scheduled to be addressed in the western agency of the Navajo Nation pending the approval of this budget transfer that will be address prior to the start of the winter season.

Therefore we are respectfully requesting your assistance with the processing and approval of this request for a carry forward of funds in the amount of \$670,000 from FY 2015 available funding to the FY 2016 budget year. Your approval and unwavering support of this request is most appreciated.

Should you have any questions, please contact me at (928) 729-4258.

CC:

FY 2016 Budget FileP File / Chrono



### RUSSELL BEGAYE PRESIDENT JONATHAN NEZ VICE-PRESIDENT

### **MEMORANDUM**

TO: Jonathan Male, Chairperson

Health, Education & Human Service Committee

23<sup>rd</sup> Navajø Nation Council

**FROM** 

Marcus C. Tulley, Department Mapager III

Facilities Maintenance Department Division of General Services

**DATE** : 13 August 2015

SUBJECT: FY 2016 EMPLOYEE POSITION REINSTATEMENT REQUEST

RE: NN FACILITIES MAINTENANCE DEPARTMENT - BU # 112008

Our department is requesting the approval to instate two positions that were removed from our budget as a result of the President's directive to maintain all individuals employed under each department with no layoffs.

When the budget allocations were first provided we were faced with having a complete workforce with limited resources to perform building and maintenance services that resulted in the removal of two permanent positions from our FY 2016 budget. After proceeding forward we were instructed by the President's office to re-instate these positions that were layoffs as a result of limited budgetary allocations to meet the needs of the Navajo Nation government. The reinstatement of these two positions will not result in any additional budgetary allocations as we will pull resources from temporary positions and allocate those resources to reinstate these two positions.

Therefore we are respectfully requesting your assistance with the processing and approving the reinstatement of two permanent positions that were originally removed from the proposed budget for FY 2016 budget year. Your approval and unwavering support of this request is most appreciated.

Should you have any questions, please contact me at (928) 729-4258.

CC: FY 2016 Budget File File / Chrono

ignature / Date	Director/Branch Chiefs Printed Name and Signature / Date	sion Director/Branch Ch.	D BY: Division	Date APPROVED BY:	Signature /	SUBMITTED BY: Program Manager's Partited Name and Signature / Date	(: Program Manage	SUBMITTED BY
8.00	1.8 John	Division Director	Virgil Brown, Jr., Acting	Virgil Brown	0	8/3/0	y, Department Manager II	Marcus C. Tulley,
i   	Control		K	^				
		<u>ኧ</u>	D ACCURA	PART V. I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURAGE	NED IN TH	ORMATION CONTA	GE THAT THE INF	PART V. I HEREBY ACKNOWLE
					100%	\$2,465,389.00	/ TOTAL:	
	1	1	Vehicles:	Total # of Permanently Assigned Vehicles:			<b>&gt;</b>	
	54	54	3udgeted:	Total # of Positions Budgeted:				
	(E)	(D)		PART IV. POSITIONS AND VEHICLES				
(136,044)	2,465,389.00	\$2,601,433.00	TOTAL					
0				9500 Indirect Cost				
0				9500 Matching Funds	,			
0				9000 Capital Outlay				
0				8000 Public Assistance				
(2,210)	20,245	22,455	_	7000 Special Transactions				
(3,000)	2,000	5,000	_	6500 Contractual Services				
(61,320)	131,834	193,154		6000 Repairs and Maintenance				
0	13,000	13,000		5500 Communications and Utilities				
17,000	28,000	11,000	_	5000 Lease and Rental				
(46,950)	82,250	129,200		4000 Supplies				
0				3500 Meeting Expenses				
(25,549)	25,515	51,064	-	3000 Travel Expenses				
(14,015)	2,162,545	2,176,560	_	2001 Personnel Expenses				
(Column B - A)	Proposed Budget	_	Code		51%	1,253,832.00	10/01/15 - 09/30/16	IDC Budget Allocation
Difference		NNC Approved	Fund Type		49%	1,211,557.00	10/01/15 - 09/30/16	General Funds
(C)	(B)	(A)		PART III. BUDGET SUMMARY	% of Total	Amount	Fiscal Year Term	PART II. FUNDING SOURCE(S)
	marcustulley@navajo-nsn.gov	marcustu	fress:	(928) 729-4258 Email Address:	;. 	Phone No.:	Marcus C. Tulley, Dept. Mgr. III	Prepared By: Marcus
utive	Division/Branch: General Services / Executive	Division/Branch:		nance Department	ities Mainte	Program Title: Facilities Maintenance Department	112008	PART I. Business Unit No.:

### THE NAVAJO NATION PROGRAM PERFORMANCE CRITERIA

Page 02 of 14

1. Program Performance Area:	ART III. PROGRAM PERFORMANCE CRITERIA:  Goal Actual Goal Actual Goal Actual Goal Actual Goal Actual Goal Actual	ART II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE: HEHSCAU-29-12: The purpose of the Facilities Maintenance Department (FMD) is to provide quality facilities maintenance and repair services for Navajo Nation Government buildings and facilities, identified under the FMD Maintenance Listing. This includes: cooling, heating, electrical, installed equipment, mechanical, carpentry, structural systems, plumbing, ground services, and general custodial services.	Ath QT all Goal 100 Pate 2	ntenance Department best, and general custon Government G	Facilities Males in the pair services for Navajo Nins, plumbing, ground service To Navajo Nins, plumbing in Goal Actual Goal 750 100 100 100 100 100 100 100 100 100 1	al systems, plumi 1st QTR Goal Actu  2 2 Virgil Bro Division	IL PLAN OF OPERATION REFERENCEL EGISLATED PROGRAM PURPOSE:  HSCAU-29-12: The purpose of the Facilities Maintenance Department (FND) is to provide quality facilities maintenant D. Maintenance Listing. This includes: cooling, healing, electrical, installed equipment, mechanical, carpentry, structural III. PROGRAM PERFORMANCE CRITERIA:  Program Performance Area:  Report on a quarterly basis, the following program statistics & services provided.  a. 800 / 850 work orders neceived per quarter.  Routing reporting of program statistics & services provided.  a. 800 / 850 work orders neceived per quarter.  C. Less than 100 work orders backlogged at the close of each quarter.  Program Performance Area:  Cross train department personnel in various specialized maintenance services to maximize resources.  Goal Statement:  Conduct two cross training sessions per quarter.  Program Performance Area:  Conduct one Navajo Nation building stakeholder meeting per quarter.  Program Performance Area:  Conduct one Navajo Nation building stakeholder meeting per quarter.  Program Performance Area:  Condiction Performance Are
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the following program statistics & services provided.  800 650 800 800 eived per quarter  er quarter:  750 750 750 750 8 backlogged at the close of each quarter.	the following program statistics & services provided.  800 650 800 eived per quarter  er quarter.  800 750 750 750 750 800 100 100 100 100 100 100 100 100 10	1st QTR   2nd QTR   3rd QTR   4th QTT   Goal   Actual   Goal					ross train department personnel in various specialized maintenance services to maximize resources.
800 650 800 750 750 750 100 100 100	the following program statistics & services provided.  In statistics & services provided.  Eived per quarter  Eived per quarter  Eived per quarter  Eived per quarter  100  100  100  100  100  100	1st QTR   2nd QTR   3rd QTR   4th QTT   Goal   Actual   Goal					rogram Performance Area:
800 650 800 750 750 750	the following program statistics & services provided.  In statistics & services provided.  800 650 800 800 800 750 750 750	1st QTR   2nd QTR   3rd QTR   4th QTT   Goal   Actual   Goal   Goal   Actual   Goal   Goal   Goal   Actual   Goal   Goal   Actual   Goal   Goal		16	100	100	
& services provided.  800 650 800	the following program statistics & services provided.  n statistics & services provided.  eived per quarter 800 650 800	1st QTR         2nd QTR         3rd QTR         4th QT           Goal         Actual         Goal         650         800         650         800         650		75	750	750	
Report on a quarterly basis, the following program statistics & services provided.  Goal Statement:  Routing reporting of program statistics & services provided.	1. Program Performance Area:  Report on a quarterly basis, the following program statistics & services provided.  Goal Statement:  Routing reporting of program statistics & services provided.	1st QTR 2nd QTR 3rd QTR 4th QT Goal Actual Goal Actual Goal Actual Goal Actual Goal Soal Soal Soal Soal Soal Soal Soal S		80	650	800	
Report on a quarterly basis, the following program statistics & services provided.  Goal Statement:	1. Program Performance Area:  Report on a quarterly basis, the following program statistics & services provided.  Goal Statement:	1st QTR 2nd QTR 3rd QTR 4th QT Goal Actual Goal Actual Goal Actual Goal Actual Goal Actual Goal					outing reporting of program statistics & services provided.
Report on a quarterly basis, the following program statistics & services provided.	1. Program Performance Area:  Report on a quarterly basis, the following program statistics & services provided.	1st QTR 2nd QTR 3rd QTR 4th QT Goal Actual Goal Actual Goal Actual Goal Actual Goal Actual Goal Goal					oal Statement
	1. Program Performance Area:	1st QTR 2nd QTR 3rd QTR 4th QT Goal Actual Goal Actual Goal Actual Goal Goal					eport on a quarterly basis, the following program statistics & services provided.
SISLATED PROGRAM PURPOSE:  aintenance Department (FMD) is to provide quality facilities maintenance and repair services for Navajo Nation Government buildings and facilities, identified und services, installed equipment, mechanical, carpentry, structural systems, plumbing, ground services, and general custodial services.  1st QTR 2nd QTR 3rd QTR 4th QT Goal Actual Goal Actual Goal Goal Goal Goal Goal Goal Goal Go	PART II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE: HEHSCAU-29-12: The purpose of the Facilities Maintenance Department (FMD) is to provide quality facilities maintenance and repair services for Navajo Nation Government buildings and facilities, identified under the FMD Maintenance Listing. This includes: cooling, heating, electrical, installed equipment, mechanical, carpentry, structural systems, plumbing, ground services, and general custodial services.		ent	ntenance Departme	Facilities Mai		112008
Program Name/Tritle: Facilities Maintenance Department  Facilities Maintenance Departm	Business Unit No.:  112008  Program Name/Title:  Facilities Maintenance Department  Part II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE:  HEHSCAU-29-12: The purpose of the Facilities Maintenance Department (FMD) is to provide quality facilities maintenance and repair services for Navajo Nation Government buildings and facilities, identified under the FMD Maintenance Listing. This includes: cooling, heating, electrical, installed equipment, mechanical, carpentry, structural systems, plumbing, ground services, and general custodial services.	112008 Program Name/Title:					PROGRAM INFORMATION:
Program Name/Title: Facilities Maintenance Department  Facilities Maintenance Departme	PART I. PROGRAM INFORMATION:  Business Unit No.:  112008  Program Name/Title:  Facilities Maintenance Department  Facilities Maintenance Department  Facilities Maintenance Department  Facilities Maintenance Department  Facilities Maintenance Department of the Facilities Maintenance Department (FMD) is to provide quality facilities maintenance and repair services for Navajo Nation Government buildings and facilities, identified under the FMD Maintenance Listing. This includes: cooling, heating, electrical, installed equipment, mechanical, carpentry, structural systems, plumbing, ground services, and general custodial services.	112008 Program Name/Title:					

NNOMB-BF2

908,713	908,713	IOIAL					
					\$ 657,070.00 5 = \$ 4,890.60 \$ 4,891.00	Overall Total Permanent Fringe: \$ 657,070.00 Temporary: \$ 54,340.00 X 9.00% = \$ 4,890.60 Overall Total Temporary Fringe: \$ 4,891.00	
	664,961				60% = \$ 657,070.46	- Fringe Benefits Permanent: \$ 1,440,944.00 x 45.60% = \$ 657,070.46	2900
`	300			, 300	4	Regular 2620 Double Holiday Pay	2610
	2,000			2,000	46	Overtime 2520 Overtime Pay Regular	2510
	54,340			54,340	\$ 3.75 = \$ 54,340.00	Temporary 2320 Person - Temporary FT \$ Carpenter X 2 x 1976 Hours X 13.75 = \$ 54,340.00	2310
	1,440,944			1,440,944	40	Rogular 2120 Person-Regular FT	2110
2,162,545			Lapse Fund.	PERSONNEL EXPENSES Department employment salary and fringe benefits. Adjustment/Salary increases not paid by the Personnel Lapse Fund.	and fringe benefits. Adj	PERSONNEL EXPENSES Department employment salary a	2001
(1,253,832)	(1,253,832)			Jepartment	ıcilities Maintenance D.	REVENUES 1992 Indirect Cost Recovery - Facilities Maintenance Department	1991
Total by MAJOR Object Code	Total by DETAILED Object Code		ication	Object Code Description and Justification			Object Code (LOD 6)
(D)	(C)			(B)		DETAILED BUDGET:	PART II. DEI (A)
	112008		Business Unit No.:	Facilities Maintenance Department		PART I. PROGRAM INFORMATION: Program Name/Title:	PART I. PRO

PART I. PRO	PART I. PROGRAM INFORMATION: Program Name/Title: Facilities Maintenance Department Business Unit No.: 11	112008	
PART II. DEI (A)	DETAILED BUDGET: (B)	(C)	(D)
Object Code		Total by DETAILED	Total by MAJOR
(LOD 6)	Object Code Description and Justification	Object Code	Object Code
3000	TRAVEL EXPENSES		25,515
	This cost of travel will be utilized to complete travel associated with administrative and professional training under the department and other meeting relating to the department		
	with various local, state and federal agencies. Travel will include department supply & parts pick-ups, attending meetings & conferences to meet		
	with maintenance vendors, county, state and federal agencies to remain abreast of all building maintenance and safety trends affecting our overall department operations.		
3110	Heet The transfer of the TV 2005 Disk 4 Which V Parks V Oiss Date 8 Minus	16,015	
	Site #Vehicles Class Expenses Average Miles Rate Cost TOTAL		
	XV \$ 6,252 30,000 0.30 \$ 9,000 \$		
	1 \$ 6,252   30,000   \$ 9,000   \$ 15,252	_	
	3111 Monthly/Perm \$ 6,565		
	Total Yearly Cost = \$ 6,252 + 5% tax = \$ 6,565,00		
	3113 Mileage \$ 9,450		
3230	Personal (rave)	, ouc.,	
	3240 Per Diem Meals \$ 1,500		
	· 69	•	
	SZOVITON MINICAGO PO I,VVV		
3310	Air	2,000	
	3320 Commercial \$ 1,000		
	3330 Charter - Internal \$ 1,000		
	TOTAL	25,515	25,515

	4540 Books, Periodicals, Subscriptions \$ 250	4540 Books
	4530 Printing/Binding/Photocopyling \$ 250	4530 Printin
	***	4520 Bulk Paper
	\$ 70	4490 Custodial Supplies
	\$ 500	4470 Uniforms
	44	4460 Food Supplies
	4450 Postage, Courier, Shipping \$ 500	4450 Posta
	4440 Non Cap Computer Software \$ 500	4440 Non C
	4420 General Operating Supplies \$ 2,500	4420 Gener
76,250		4410 Operating Supplies
	4230 Non Cap Computer Equip \$ 2,000	4230 Non C
	4210 Non Cap Furniture & Equip \$ 1,500	4210 Non C
3,500	Assets	4200 Non Capital Assets
	4130 General Office Supplies \$ 2,500	4130 Gener
2,500	Diles .	4120 Office Supplies
	copier machine usage & supplies, provide up keeping of office furniture & equipment (i.e. computers, software & accessories), department uniform yearly replacements, purchase equipment supplies (semi-tires/tubes, lubricants, diesel fuel), replacement of small maintenance hand tools & safety supplies.	copier mach equipment s
	SUPPLIES Purchase Facilities Maintenance Department office supplies, pay USPS charges, shipping charges, printing materials for department use at various department related functions,	4000 SUPPLIES Purchase F
Object Code	Object Code Description and Justification	(LOD 6)
Total by		
(C)	XGET: (B)	PART II. DETAILED BUDGET: (A)
112008	Program Name/Title: Facilities Maintenance Department Business Unit No.:	Progra

AL 28,000	TOTAL	
		,
20,000	Equipment/Supplies 5370 Equipment Rental \$ 20,000	5360 E
3,000	Building/Space 5320 Meeting Space \$ 1,500 5330 Storage Space \$ 1,500	5310 B
5,000	Equipment 5170 Office Equipment \$ 5,000	5160 E
	LEASE & RENTAL  Facilities Maintenance Department rental of specialized maintenance & office equipment as needed to address maintenance services for those facilities listed under our department building maintenance listing. Rental of meeting space and storage space for department staff development training and materials. Copier Machine Annual Cost.	5000 L
DETAILED Object Code	e Object Code Description and Justification	Object Code (LOD 6)
(C)	DETAILED BUDGET: (B)	PART II. DETA (A)
112008	Program Name/Title: Facilities Maintenance Department Business Unit No.:	TAKE I. FROM
	PART I. PROGRAM INFORMATION:	PART I. PROG

## THE NAVAJO NATION DETAILED LINE ITEM BUDGET AND JUSTIFICATION

		5610		5520		(LOD 6)	Object Code	PART II. DI (A)	PART I. PR
IOIAL			5530 Basic Services \$ 6,000	FMD personnel on-call to address emergency maintenance and custodial services 24/7/355. Maintain current department vehicle two Telephone	Facilities Maintenance Department payment of department and agency telephone services to include: voice and fax services to ensure uninterrupted coverage to the Navajo Nation Government. Cover costs associated with internet connectivity for the Facilities Maintenance Department Administration Offices and address cellular service costs for assigned	Object Code Description and Justinication		PART II. DETAILED BUDGET: (A) (B)	rion: me/Title: Business Unit No.:
13,000		5,000		8,000		Object Code	Total by DETAILED	(C)	112008
13,000	,					13 000	MAJOR	(D)	

## THE NAVAJO NATION DETAILED LINE ITEM BUDGET AND JUSTIFICATION

Page 11 of 14

		6040	6020	6000	(LOD 6)	Object Code	PART II. DET	PART I. PRO
	6050 Building R & M Services	Services	Supplies 6030 Building R & M Supplies	REPAIRS & MAINTENANCE FMD projected maintenance cost ft \$6,475,056 that encompasses elec- arise that include waterbreaks, van \$250,000 annually to address these well below the our FMD maintanan- removation needs of the Navajo Nat			DETAILED BUDGET:	PART I. PROGRAM INFORMATION: Program Name(Title:
	<del>65</del>		€9	or our existing Natical, plumbing, I dallsm, or other b s issues that occu				
TOTAL	7,875		94,688	REPAIRS & MAINTENANCE FMD projected maintenance cost for our existing Navajo Nation buildings under our maintenance listing for FY 2016 is 1,850,016 x \$3.50 equivalent to an average cost of \$6,475,056 that encompasses electrical, plumbing, HVAC, welding, painting, carpentry and cabinetmaking services. This amount does not include emergency issues that arise that include waterbreaks, vandalism, or other building emergency issues related to the operation of the Navajo Nation Government that has a minimum average of \$250,000 annually to address these issues that occur after hours, weekends or holidays. The amount listed below outlines the budget for maintenance repairs for this year well below the our FMD maintenance budgetary needs of \$6,725,056 or a difference of \$6,622,493. This amount is needed to property service both maintenance and renovation needs of the Navajo Nation Facilities & Buildings listed under our maintenance listing.	Object Code Description and Justification		(B)	Facilities Maintenance Department Business Unit No.:
AL 131,834		2.500	129,334	<u> </u>	Object Code	Total by DETAILED	(C)	112008
131,834		<b>5</b>	<u>*</u>	131,834	Object Code	Total by MAJOR	(D)	

2,000	[AL 2,000	TOTAL	
		* 2,000	
	2,000	Other Contractual Services	6910
		FMD minor contractual services such as labor, liat tres, vacuum cleaner, dry cleaning services of custodial equipment services rendered under our department to the Navajo Nation Government buildings listed under our department service listing.	
			6500
Object Code	Object Code	Object Code Description and Justification	(LOD 6)
Total by MAJOR	Total by DETAILED		Object Code
(D)	(C)	PART II. DETAILED BUDGET: (A) (B)	PART II. DE (A)
	112008	Program Name/Title: Facilities Maintenance Department Business Unit No.:	
			PART I. PRO

20,240	3,174 }	וטואו	
0000	5 174	· ·	
		7530 Training Supplies \$ 2,500	
		7520 Training/Registration Fees \$ 2,674	
	5,174	Training & Professional Dues	7510
Object Code	Object Code	SECIAL TRANSACTIONS  Object Code Description and Justification	7000
Total by MAJOR	Total by DETAILED		Object Code
(D)	(C)	DETAILED BUDGET: (B)	PART II. DET
	112008	me/Title: Business Unit No.:	ראלו . דאני
		BOOD AN INFODMATION	Dag I Taka

	_			_
_				
_	•		•	
	_			
			Worlers' Comp Premium = \$1,497,584 / \$100 x \$0.66 = \$9,884.05	Worlers' Comp Premium
	_		remium \$ 9,884.05	7767 Workers' Comp Premium
			2,636.09 X \$ .19 =	General Liability = \$ 2,16
			\$ 4,108.84	7765 Policy Payments
			ysical Damage \$ 125.96 n = \$ 125.96	7750 Vehicle - Auto Physical Damage PP Vehicles under 1 ton = \$ 125.96
				\$106.12 X 1 = \$306.12
			billy \$ 106.12	7740 Vehicle - Auto Liability
			\$783,650.58	\$783,650.58 / \$1,000 =
_			nts \$ 846.34	
,071				7710 Insurance Premiums
	Object Code		Object Code Description and Justification	(LOD 6)
AILED MAJOR	DETAILED			Total Code
	(C)		(B)	(A)
				71 - 711 - 711 - 711
	112008	Business Unit No.:	itie: Facilities Maintenance Department	Program Name/Title:
	10000			

## THE NAVAJO NATION SUMMARY OF CHANGES TO BUDGETED POSITIONS

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PART I. PERSONNEL POSITION CHANGES   Tacilities Maintenance Department   Business Link No.   112008	108,935	34,117	74,818	PAGE TOTAL:					
(D) (E) (F) (G) (H)    Class Toda   Position Title   Corpoves ID No.   Salary   Fringo Benefit   Cool									
(D) (E) (F) (G) (H)    Class Code   Prosition Title   PRINC. STORES CLERK   14264   35,402   16,143	•								
Columbia   Columbia	•								
Columbia   Columbia	-								
CD   (E)   (F)   (G)   (H)   This code   Position Title   14264   35,402   16,143   143	,								
CD   (E)   (F)   (G)   (H)   Triple   Class Code   Position Title   14264   35,402   16,143   104005   PRINC. STORES CLERK   14264   35,402   16,143   16,	,								
Pacilities Maintenance Department   Business Unit No.:   112008									
Facilities Maintenance Department									
Color   Class Code	ı								
Position Title   Posi									
Pacilities   Maintenance   Department   Business Unit No.:   112008									
Facilities Maintenance Department   Business Unit No.:   112008	,								
Column   Facilities   Maintenance Department   Business Unit No.:   112008	1								
Columbia   Facilities Maintenance Department   Business Unit No.   112008									
Position Title   Position Title   Position Title   Position Title   Table									
Facilities   Maintenance   Department   Business Unit No.:   112008									
Facilities Maintenance Department   Business Unit No.:   112008									
Facilities Maintenance Department   Business Unit No.:   112008	•								
Facilities Maintenance Department   Business Unit No.:   112008		3				1			
Facilities Maintenance Department  (D)  (E)  (F)  (G)  (H)  Job Type / Class Code  Position Title  004080  BLDG. MAINT. SUPV.  112008  Business Unit No.:  (F)  (G)  (H)  1  10397  39,416  17,974	51.545	16.143	35,402	14264	PRINC. STORES CLERK	004005	209904	1105	RESTORE
Facilities Maintenance Department  (D)  (E)  (F)  (G)  (H)  Class Code  Position Title  Employee ID No.  Employee ID No.  Salary  Fringe Benefit	57,390	17,974	39,416	10397	BLDG. MAINT. SUPV.	004080	202396	1104	RESTORE
Pracilities Maintenance Department Business Unit No.: 112008	Total (Col. G + H)	Fringe Benefit	Salary	Employee ID No. or Vacant	Position Title	Job Type / Class Code	Position Number	Sub Acct Object Code	Type of Change
Facilities Maintenance Department Business Unit No.:	9	<b>(</b>	(G)	(F)	(E)	(D)	(C)	(B)	(A)
ame/Title: Facilities Maintenance Department Business Unit No.:							)N CHANGES:	ONNEL/POSITIC	PART II. PERS
	\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	112008	Business Unit No.:		Maintenance Department		am Name/Title:	Progr	
							TON:	RAM INFORMAT	PART I. PROG

### FY'2016

### THE NAVAJO NATION PROGRAM PERFORMANCE CRITERIA

Page 2 of 8

	Division Director/Branch Chief's Printed Name and Signature / Date	ctor/Branch Chief's Printe	Division Dire	Program Manager's Printed Name and Signature/Date
254 81575	5 CON	Un		Shells - Shells
.)	1 4 ·	0	D.	PART IV. I HEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION HAS BEEN THOROUGHLY REVIEWED.
			-	
Phase 4	Phase 3	Phase 2	Phase 1	Phase 1 - Create Data System, Phase 2 - Install System, Phase 3 - Staff Training, Phase 4 - Implement
				Goal Statement:
				New Archive Data System
				5. Program Performance Area:
Phase 4	Phase 3	Phase 2	Phase 1	Phase 1-Provide quotes, Phase 2-Initiate 164 Process, Phase 3-Complete 164 Process, Phase 4-Install
				Goal Statement:
			•	Provide a large copier for the Administration Building in 4 Phases
				4. Program Performance Area:
ω	3	ш	ယ	Provide 3 presentations per quarter to the divisions, departments and programs
				Goal Statement:
				Duplicating section to provide presenations to divisions, departments and programs
				3. Program Performance Area:
1,750,000	1,750,000	1,750,000	1,750,000	Maintain an average of 1,750,000 copies per quarter
				Goal Statement:
				Maintain a reproduction volume of Duplicating Services
			,	2. Program Performance Area:
175,000	175,000	175,000	175,000	Maintain an average of \$175,000.00 per quarter
				Goal Statement:
				Maintain Duplicating Services Internal Services Fund
				Program Performance Area:
Goal Actual	Goal Actual	Goal Actual	Goal Actual	
4th OTR	3rd QTR	2nd QTR	1st QTR	PART III. PROGRAM PERFORMANCE CRITERIA:
avajo Nation divisions,	licating services for the N	ecords and to provide dup	and oversee vital official n	PART II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE: (GSCS-40A-10): Records Management is a department function under the Division of General Services to maintain and oversee vital official records and to provide duplicating services for the Navajo Nation divisions, departments and programs.
	yram - RMD	Duplicating Services Program - RMD		Business Unit No.: 812004 Program Name/Title:
				PART I. PROGRAM INFORMATION:

MOMB-BF2

### The Navajo Nation Recommended Unmet Needs Budgets

Branch:

Executive

Division: Division of General Services

Monthly mileage and fleet rental of department vehicle; per diem meals, lodging, POV mileage and other travel expense; office supplies, office furniture, computer equipment, special transactions for projects, special events, promotion and advertise projects, gift/awards, catering, refreshnents for events/trainings 20,000 and premiums.	20,000	Division of General Services	112001
Travel expenses- lodging and meal expenses and office supplies 20,000 - general office and operating supplies.	20,000	Navajo Nation Telecommunications Utilities	112006
Building supplies, service and external contractors for HVAC, 2,000,000 pest control, general contractor.	2,000,000	Facilities Maintenance Department	112008
19 employees w/fringe benefits - insurance premiums, workers 1,611,979 comp, equipment and computers.	1,611,979	Department of Information Technology	112009
(D)  Explanation of Recommended UNMET NEEDS to the Fiscal Year 2015  General Fund Budget	(C) Amount of Unmet Need	Program Title	Business Unit

### The Navajo Nation Recommended Unmet Needs Budgets

4	4,151,974	TOTAL:
3 employees with fringe benefits, personnel travel for training, seminars and conferences for per diem, lodging and POV mileage, supplies - replacement of appliances, cooling units, supplies for emergency service calls, repairs and maintenance of tribal housing- plmbing, carpentry, cabinetry, painting, plumbing, roof renovation, upgrade water lines, electrical and attic insulation; external contractors for waste disposal and general professional contractors; training and professional dues for personnel and insurance premiums - general liability and workers comp.; purchase 2 new three bedroom mobile homes to replace dilapidated units currently in inventory with employee housing	499,99	912001 Employee Housing Program

### THE NAVE NATION PROGRAM BUDGET SUMMARY

Page 1 of 4

PART I. Business Unit No.:	112009	ogram Title: Depar	tment of Ir	Program Title: Department of Information Technology		Division/Branch:	Division/Branch: Division of General Services	lces
Prepared By: R	Royetta T. Woodie	Phone No.:	l	928-871-6520 Ema	Email Address:	rwoodie	rwoodie@navajo-nsn.gov	
PART II. FUNDING SOURCE(S)	Fiscal Year Term	Amount	% of Total	PART III. BUDGET SUMMARY			(B)	(C)
General Fund	10/1/15-09/30/16	1,611,979.00	100%		Fund Type			
					Code	Proposed Budget	UnMet Needs Budget	(Column B + A)
				2001 Personnel Expenses	1	1,363,027	1,253,913	2,616,940
				3000 Travel Expenses	1	19,456		19,456
				3500 Meeting Expenses	-1			0
				4000 Supplies	1	10,000		10,000
				5000 Lease and Rental				0
				5500 Communications and Utilities	s -	19,000		19,000
				6000 Repairs and Maintenance	1	50,000		50,000
				6500 Contractual Services	1	30;000		30,000
				7000 Special Transactions	1	16,956	8,066	25,022
				8000 Public Assistance	-1	0		0
				9000 Capital Outlay	1	186,292	350,000	536,292
				9500 Matching Funds	1			0
				9500 Indirect Cost	1		,	0
					TOTAL	\$1,694,731.00	1,611,979.00	3,306,710
				PART IV. POSITIONS AND VEHICLES	ES	9	m	
				Total # of Posit	Total # of Positions Budgeted:	19	19	
`				Total # of Permanently Assigned Vehicles:	gned Vehicles:	2	0	
	19 <del>74</del> :	\$1,611,979.00	100%					
PART V. I HEREBY ACKNOWLED	OCE THAT THE INFO	DRMATION CONTAIN	IHT NI CEI	PART V. I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURATE.	AND ACCURAT			
\ \					V	サイ	\ \ \	) 
	M	8-10-15	٦		K		my	8-18-18
SUBMITTED BY	í: Program Manager	SUBMITTED BY: Program Manager's Printed Name and Signature / Date	ignature /		APPROVED BY: Division		Prector/Branch Chiefs Printed Name and Signature / Date	gnature / Date

NNOMB-BF1

### FY 2016 UnMet Needs

### THE NAVA NATION PROGRAM PERFORMANCE CRITERIA

Page 2 of 4

PART I. PROGRAM INFORMATION: PART IV. HEREBY, ACKNOWNEDGE THAT THE ABOVE INFORMATION HAS BEEN THOROUGHLY REVIEWED. PART III. PROGRAM PERFORMANCE CRITERIA: PART II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE: GSCJY-67-99-1. To Carry out directives of NN-Council resolution CJY3491, as amended, which spcifically mandates the creations. sharing environment. 2. To implement an overall computer information strategy which provides quality and timely computer related services. 3. To achieve distributed processing of selected financial transactions to the Program Performance Area: Program Performance Area: Program Performance Area: Chapter access to the "internet" via Computer technology "Open Information Environment" among the governmental entities of the Navajo Nation, and to assign responsible parties to coordinate the use and development of computer technology to achieve an open information-Agency and Chapter levels of the NN government via computer technology. 4. To allow Agency and Chapter access to various NN government data and information via computer tehcnology. 5. To allow Agency and Program Performance Area: Program Performance Area: Provide diesel genertor for UPS power source for Admin 2. Provide fiber ring for Navajo Nation government Purchase (1) diesel generator. Correct a citation in 2009 Audit CAP. Program Mana Goal Statement: Purchase and install (1)I fiber ring for Navajo Nation governement Goal Statement: Goal Statement: Goal Statement: Hire (19) IT staff. Business Unit No.: er's Printed Name and Signature/Date 112009 8-10. Program Name/Title: Goal 1st QTR Division Director/Branch Chief's Pri Actual Department of Information Technology 50% 2nd QTR Actual <u>റ്റ</u> 3rd QTR Actual **50%** Goal 4≜ QTR Actual

NNOMB-BF2

### FY 2016 UnMet Needs

## THE NAVA NATION DETAILED LINE ITEM BUDGET AND JUSTIFICATION

Page 3 of 4

1,611,979	1,611,979	TOTAL	
	350,000	Equipment \$ 300,000.00 .9142 Equipment \$ 50,000.00 .9146 Computers \$ 50,000.00 .70tal:	9140
380,000	380,000	9000 CARITAL OUT LAX Purchaes that are greater than \$5,000. Computer & equipment for Fiber in IT Infrastructure, diesel generator for UPS power source.	- V
_	8,086	Insurance Premiums  7.7765 General Llability (\$1,253,913/100 * 0.19) = \$ 2,382.43  7.7767 Workers Comp (less fringe) \$861,204 / 100 * .66 = \$ 5,683.95  Total: \$ 8,066.38	7710
8,068	8.068	1000 SPECIAL TRANSACTION.  Employee Insurance premiums.	and Market
	392,709	.2120 (19) regular Full-time position per 2009 Audit CAP Fringe Benefits .2900 Regular \$861,204 * 45.60%= \$ 392,709.02	2900
1259913	861,204		2110
Total by MAJOR Object Code	Total by DETAILED Object Code	Object Code	Object Code (LOD 6)
(D)	(C)	DETAILED BUDGET: (B)	PART II. DET. (A)
-	112009	PART I. PROGRAM INFORMATION:  Department of Information Technology  Business Unit No.: 11	PART I. PROC

### FY 2016 UnMet Needs

## THE NAVA: ATION SUMMARY OF CHANGES TO BUDGETED POSITIONS

Page ⊷of 4

1,253,913	392,709	861,204	PAGE TOTAL:					
t		-						
1								
93,247	29,204	64,043	Ex Grade=64Lprim DIT	Project Manager (non IT)	003503			New
93,247	29,204	64,043	Ex Grade=64Lprim DIT	Project Manager (non IT)	003503			New
41,642	13,042	28,600	NonEx Grade=60 DIT	Information Systems Technician	001872			New
41,642	13,042	28,600	NonEx Grade=60 DIT	Information Systems Technician	001872			New
41,642	13,042	28,600	NonEx Grade=60 DIT	Information Systems Technician	001872			New
78,014	24,433	53,581	Ex Grade=64Fprim DIT	Network Specialist	001848			New
78,014	24,433	53,581	Ex Grade=64Fprim DIT	Network Specialist	001848			New
78,014	24,433	53,581	Ex Grade=64Fprim DIT	Network Specialist	001848			New
41,642	13,042	28,600	NonEx Grade=60 AB60A Agny	Information Systems Technician	001872			New
41,642	13,042	28,600	NonEx Grade=60 AB60A Agny	Information Systems Technician	001872			New
41,642	13,042	28,600	NonEx Grade=60 AB60A Agny	Information Systems Technician	001872			New
41,642	13,042	28,600	NonEx Grade=60 AB60A Agny	Information Systems Technician	001872			New
41,642	13,042	28,600	NonEx Grade=60 AB60A Agny	Information Systems Technician	001872			New
78,014	24,433	53,581	Ex Grade=64Fprim Agny	Network Specialist	001848			New
78,014	24,433	53,581	Ex Grade=64Fprim Agny	Network Specialist	001848			New
78,014	24,433	53,581	Ex Grade=64Fprim Agny	Network Specialist	001848			New
78,014	24,433	53,581	Ex Grade=64Fprim Agny	Network Specialist	001848			New
78,014	24,433	53,581	Ex Grade=64Fprim Agny	Network Specialist	001848			New
110,176	34,506	75,670	Exempt Grade=68F prim	Information Security Officer	001877			New
Total (Col. G + H)	Fringe Benefit	Salary	Employee ID No. or Vacant	Position Title	Job Type / Class Code	Position Number	Sub Acct Object Code	Type of Change
3	(H)	(G)	F	(E)	(D)	(C)	(B)	(A)
					1	N CHANGES:	PART II. PERSONNEL/POSITION CHANGES:	PART II. PERS
9	112009	Business Unit No.:	•	Department of Information Technology	l I	Program Name/Title:	Progr	
						ION:	PART I. PROGRAM INFORMATION:	PART I. PROG

### THE NAVA NATION PROGRAM BUDGET SUMMARY

Page 01 of 03

Total   PART III. BUDGET SUMMARY   (A)   (B)   (C)	Marcus C. Tulley, Department Manager III
(A) (B)  NNC Approved ritginal Budget Proposed Budget Proposed Budget Proposed Budget 0  2,176,560 0 0  129,200 0 0  13,000 0 0  13,000 0 0  193,154 2,000,000 0  5,000 0 0  22,455 0 0  \$2,601,433.00 2,000,000.00  (B)  54 0	
(A) (B)  NNC Approved rriginal Budget Proposed Budget Proposed Budget 0 2,176,560 0 129,200 0 13,000 0 13,000 0 193,154 2,000,000 5,000 0 22,455 0  (E) 54 0 1 0	
PART III. BUDGET SUMMARY	PART V. I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURATE
PART III. BUDGET SUMMARY	<b>ΤΟΤΑL:</b> \$2,000,00000 1000
PART III. BUDGET SUMMARY	То
PART III. BUDGET SUMMARY	
PART III. BUDGET SUMMARY         Fund Type Code         NNC Approved Original Budget         RNC Approved Original Budget         NNC Approved Proposed Budget           2001 Personnel Expenses         1         2,176,560         0         0           3500 Meetling Expenses         1         51,064         0         0           4000 Supplies         1         129,200         0         0           5000 Lease and Rental         1         11,000         0         0           5000 Communications and Utilities         1         13,000         0         0           6500 Contractual Services         1         193,154         2,000,000         0           6500 Contractual Services         1         1,000         0         0           8000 Public Assistance         1         22,455         0           9000 Capital Outlay         1         22,455         0           9500 Indirect Cost         1         \$2,501,433.00         2,000,000.00	PART IV.
FART III. BUDGET SUMMARY         (A)         (B)           Fund Type Code         NNC Approved Original Budget         Proposed Budget           2001 Personnel Expenses         1         2,176,560         0         0         0           3500 Meeting Expenses         1         51,064         0         0         0         0           4000 Supplies         1         129,200         0	
PART III. BUDGET SUMMARY         Fund Type Code         NNC Approved Original Budget         Proposed Budget           2001 Personnel Expenses         1         2,176,560         0           3500 Meeting Expenses         1         51,064         0           4000 Supplies         1         1,29,200         0           5000 Lease and Rental         1         1,000         0           5500 Communications and Utilities         1         1,3,000         0           6500 Contractual Services         1         1,300         0           7000 Special Transactions         1         5,000         0           8000 Public Assistance         1         22,455         0           9500 Matching Funds         1         22,455         .           9500 indirect Cost         .         .         .         .	
FART III. BUDGET SUMMARY         (A)         (B)           Fund Type Code         NNC Approved Original Budget         Proposed Budget           2001 Personnel Expenses         1         2,176,560         0         0         0           3500 Meeting Expenses         1         51,064         0         0         0           4000 Supplies         1         1,000         0         0         0         0           5000 Lease and Rental         1         1,000         0	. 9500 ind
FART III. BUDGET SUMMARY         (A)         (B)           Fund Type Code         NNC Approved Original Budget         Proposed Budget           2001 Personnel Expenses         1         2,176,560         <	9500 Ma
FART III. BUDGET SUMMARY         (A)         (B)           Fund Type Code         NNC Approved Original Budget         Proposed Budget           2001 Personnel Expenses         1         2,176,560         <	9000 Ca
PART III. BUDGET SUMMARY         Fund Type Code         NNC Approved Original Budget         Proposed Budget           2001 Personnel Expenses         1         2,176,560         0           3000 Travel Expenses         1         51,064         0           3500 Meeting Expenses         1         129,200         0           4000 Supplies         1         129,200         0           5000 Lease and Rental         1         13,000         0           5500 Communications and Utilities         1         13,000         0           6500 Contractual Services         1         193,154         2,000,000           7000 Special Transactions         1         22,455         0	
FART III. BUDGET SUMMARY         (A)         (B)           Fund Type Code         NNC Approved Original Budget         Proposed Budget           2001 Personnel Expenses         1         2,176,560         <	7000 Sp
FART III. BUDGET SUMMARY         (A)         (B)           Fund Type Code         NNC Approved Original Budget         Proposed Budget           2001 Personnel Expenses         1         2,176,560         <	6500 Co
PART III. BUDGET SUMMARY         (A)         (B)           Fund Type Code         NNC Approved Original Budget         Proposed Budget           2001 Personnel Expenses         1         2,176,560         <	6000 Re
FART III. BUDGET SUMMARY         (A)         (B)           Fund Type Code         NNC Approved Original Budget         Proposed Budget           2001 Personnel Expenses         1         2,176,560         0         0         0           3000 Travel Expenses         1         51,064         0         0         0           4000 Supplies         1         129,200         0         0           5000 Lease and Rental         1         1,000         0         0	5500 Co
PART III. BUDGET SUMMARY  Fund Type	5000 Le
PART III. BUDGET SUMMARY  Fund Type NNC Approved Code Original Budget Proposed Budget 2001 Personnel Expenses 1 2,176,560 0 0 3500 Meeting Expenses 1 51,064 0	4000 Su
PART III. BUDGET SUMMARY  Fund Type Code Code Original Budget Proposed Budget 2001 Personnel Expenses 1 2,176,560 0 0 1 51,064 0	3500 Me
PART III. BUDGET SUMMARY  Fund Type NNC Approved Code Original Budget Proposed Budget  2001 Personnel Expenses 1 2,176,560 0	
PART III. BUDGET SUMMARY  Fund Type NNC Approved  Code Original Budget Proposed Budget	2001 Pe
PART III. BUDGET SUMMARY (A) (B)	FY 2016 General Funds 10/01/15 - 09/30/16 2,000,000.00 100%
(928) 729-4258 Email Address: marcustulley@navajo-nsn.gov	Prepared By: Marcus C. Tulley, Dept. Mgr. III Phone No.: (928) 7:
les Maintenance Department Division/Branch: General Services / Executive	PART I. Business Unit No.: 112008 Program Title: Facilities Maintenance Department

) FY 2015

Unmet needs

THE NA. NATION
PROGRAM PERFORMANCE CRITERIA

Page 02 of 03

		The same of the sa				
PART I. PROGRAM INFORMATION:						
Business Unit No.: 112008 Program Name/Title:		Facilities N	Facilities Maintenance Department	ent		
PART II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE: HEHSCAU-29-12: The purpose of the Facilities Maintenance Department (FMD) is to provide quality facilities mainten	nance and repa		Nation Government b	buildings and facili	ities. identified und	der the
FMD Maintenance Listing. This includes: cooling, heating, electrical, installed equipment, mechanical, carpentry, structural systems, plumbing, grounds.	nance and repa ctural systems,	plumbing, ground ser	Navajo Nation Sovernment buildings and racintes, identified under the under the services.	stodial services.	mes, identified un	ider the
PART III. PROGRAM PERFORMANCE CRITERIA:	St QT	Con	${\sf H}$	FQ 5	4th QTR	TR
1. Program Performance Area:	Gog	Actual Goal	Actual	Goal Actual	Goal	Actual
Complete major maintenance & repair projects across the Navajo Nation.						
Goal Statement:						
Address several major Navajo Nation facility maintenance projects.		•				
a. Complete 5 roof repairs per quarter.	5	5		5	5	
b. Complete 10 ADA building compliance work orders each quarter.	10	10		75	10	
c. Exam and replace aging heating / cooling systems with HVAC systems.	3	ယ		3	3	
2. Program Performance Area:						
Identify and complete minor renovations of NN government facilities.						
Goal Statement:						
Complete 3 minor facility renovations per quarter	ယ	ω		ω	3	
3. Program Performance Area:						
Purchase supplies each quarter for repair and maintenance.						
Goal Statement:						
Purchase \$77,500 per quarter.	\$77,500	\$77,500		\$77,500	\$77,500	
4. Program Performance Area:						
Goal Statement:						
PART IV. I HEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION HAS BEEN THOROUGHLY REVIEWED.			Lail St	mag	V	
Program Manager's Printed Name and Signature/Date	21≤	Division Director/Branch	<u>ڇ</u> اڇ	e and Signature /	Date	
Firefrant Handy and value and objective of		VISION DI SCIONDI GILCH		granited regime and originations / Date	מממ	

## THE NAVAGET AND JUSTIFICATION

Page 03 of 03

2,000,000	2,000,000	TOTAL			
				·	
		1,250,000	¢.	6290 General Contractor	
		40,000	, <b>69</b>	6240 Pest Control	
		150,000	**	6230 HVAC	
	1,440,000			External Contractors	6200
		250,000	s	6050 Building R & M Services	
	250,000			Services	6040
	310,000	310,000	49	Supplies 6030 Building R & M Supplies	6020
		FMD projected maintenance cost for our existing Navajo Nation buildings under our maintenance listing for FY 2016 is 1,850,016 x \$18.36/Sq.Ft. (National Building Maintenance Average Cost Per Square Foot) = \$33,955,294. Therefore, our projected shortfall is \$34 million (need) minus \$2.5 million (allocation amount for this fiscal year) equals <\$32.5 million>. This amount is needed to properly begin serving the total maintenance and renovation needs of the Navajo Nation Facilities & Buildings. These aflocations also will cover R & M supplies & services to Include building, and also any repair and maintenance expenses.	r our existing Navajo Nat 33,966,294. Therefore, o begin serving the total manning, and also any repair a	FMD projected maintenance cost for our existing Navajo Nation buildings under our mal Average Cost Per Square Foot) = \$33,966,294. Therefore, our projected shortfall is \$34 This amount is needed to properly begin serving the total maintenance and renovation r supplies & services to include building, and also any repair and maintenance expenses.	
2,000,000				REPAIRS & MAINTENANCE	
Object Code	Object Code	Object Code Description and Justification			(LOD 6)
Total by	Total by				
(D)	(C)	(B)		DETAILED BUDGET:	PART II. DET (A)
	112008	Facilities Maintenance Department Business Unit No.: 1120		Program Name/Title:	PAKI I. PKO
				PRAM INFORMATION:	JOSS ITSVS

### THE NAVAJO NATION PROGRAM BUDGET SUMMARY

Page 1 of 4

Signature / Date	er's Printed Name and	APPROVED BY: Division Director/Branch Chief's Printed Name and Signature / Date	ED BY: Wivi		Sionature / Da	SUBMITTED BY: Program Manager's Printed Name and Signature / Date	Y: Program Manage	SUBMITTED	
7.8815	Mary 72	Virgil Browp.dr., Acting Division Director	wp.dr., Acting		17/a	Janable 7/27/18	Pearl Lee, Program Manager I	Pearl Lee, Proy	
	)	冷ケ	ND ACCUR	PART V. I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURATE.	NED IN THIS	ORMATION CONTAI	DGE THAT THE INF	RT V. I HEREBY ACKNOWLE	PAR
					100%	\$20,000.00	TOTAL:		
	2	2	d Vehicles:	Total # of Permanently Assigned Vehicles:					
	10	10	Budgeted:	Total # of Positions Budgeted:					
	(E)	(D)		PART IV. POSITIONS AND VEHICLES	PA				
orajoo.	Lajaracia								
525 057	20 000 00	\$505.057.00	TOTAL						1
				9500 Indirect Cost	95				
				9500 Matching Funds	95				
				9000 Capital Outlay	90				
				8000 Public Assistance	80				
4,789	i	4,789		7000 Special Transactions	70				
	·			6500 Contractual Services	65			No. miles	
				6000 Repairs and Maintenance	60				
1,455		1,455		5500 Communications and Utilities	55				
				5000 Lease and Rental	50				
10,363	5,000	5,363		4000 Supplies	40				
				3500 Meeting Expenses	35				
34,978	15,000	19,978		3000 Travel Expenses	30	•			
473,472		473,472		2001 Personnel Expenses	20				
(Column A + B)	Budget	Budget	Code						
Additional			Rund Tono		100%	20,000.00	10/1/15 to 9/30/16	General Fund	Gene
(C)	(B)	(A)		PART III. BUDGET SUMMARY	% of Total PA	Amount	Fiscal Year Term	PART II. FUNDING SOURCE(S)	PAR
	byazi@navajo-nsn.gov	<u>byazi@</u>	dress:	871-7740 Email Address:		Assistant Phone No.:	azzie, Administrative	Prepared By: Barbara Yazzle, Administrative Assistant Phone No.:	
utive	Division/Branch: General Services/Executive	Division/Branch:		Program Title: Navajo Nation Telecommunication & Utilities	o Nation Telev	Program Title: Navaj	112006	PART I. Business Unit No.:	PAR
									٦

Division Director/Branch Chars Printed Jone and Signature / Pate	Program Manager's Printed Name and Signature/Date
Virgil Brown, Jr., Acting Division Arrector Acting Division Brown	Pearl Lee, Program Manager 1 Kend Cle 76718
	PART IV. I HEREBY ACKNOWLEDGE THAT THE ABOYS INFORMATION HAS BEEN THOROUGHLY REVIEWED.
	Goal Statement:
	5; Program Performance Area:
	Goal Statement:
•	4. Program Performance Area:
	Goal Statement:
	3. Program Performance Area:
	Goal Statement:
	2. Program Performance Area:
2 2 2	To ensure all two way radio equipment are utilized.
	Goal Statement:
	Number of department two way radio equipment inventory conducted.
	1. Program Performance Area:
1st QTR         2nd QTR         3rd QTR         4th QTR           Goal         Actual         Goal         Actual         Goal         Actual	PART III. PROGRAM PERFORMANCE CRITERIA:
GSCAU-27-09A: The purpose of Navajo Nation Telecommunication & Utilities is to plan, administer, ne Navajo Nation Telecommunication & Utilities department shall provide a centralized	PART II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE: and manage for the telecommunication and utility activities for the Navajo Nation. To carry out the above purposes, the Navajo Nation Telecommunication & Utilities department shall provide a centralized telecommunication and utility management service as a department of the Division of General Services.
Navajo Nation Telecommunication & Utilities	Business Unit No.: 112006 Program Name/Title:
	PART I. PROGRAM INFORMATION:

NNOMB-BF2

## THE NAVAJO NATION DETAILED LINE ITEM BUDGET AND JUSTIFICATION

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15,000	15,000	TOTAL					
	15,000		992 es.	staff \$6,992	Meals and lodging directly related to program business and other miscellaneous travel expenses.  Travel Expenses (CONUS rates are available Jan. 1st)  .3240 Per diem meals: \$46/Daily Per Diem x 152 days for 1 staff \$6,992  .3250 Lodging: \$77/Night Per Diem x 77 nights for 1 staff \$8,008	3000 TRAVEL EXPENSES  Meals and lodging directly related to program business  Travel Expenses (CONUS rates are available Jan. 1st)  .3240 Per diem meals: \$46/Daily Per Diem x  .3250 Lodging: \$77/Nlight Per Diem x 77 night	3230 Tra
Object Code	Object Code		on .	Object Code Description and Justification	Object Code Des		(LOD 6)
Total by	Total by DETAILED						Object Code
(D)	(C)			(B)		DETAILED BUDGET:	PART II. DETAI (A)
I		112006	Business Unit No.:	cation & Utilities	Navajo Nation Telecommunication & Utilities	MATION:	rogram Name/Title:
PAGE 3 OT 4		TIFICATION	DETAILED LINE ITEM BUDGET AND JUSTIF	D LINE ITEM	DETAILE	UNMET NEEDS	9L0Z4-
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FY2016 UNMET NEEDS

## THE NAVAJO NATION DETAILED LINE ITEM BUDGET AND JUSTIFICATION

PAGE 4 OF 4

5,000	5,000	TOTAL				
				\$4,500	Operating Supplies .4420 General Operating Supplies	4410
	5,000	•		<b>\$</b> 500	Office Supplies .4130 General Office Supplies	4120
5,000				and general operating supplies for the program.	4000 SUPPLIES  Office supplies such as Xerox paper, pens, folders, etc. and general operating supplies for the program.	
Total by MAJOR Object Code	Total by DETAILED Object Code			Object Code Description and Justification		Object Code (LOD 6)
(D)	(C)			(B)	DETAILED BUDGET:	PART (I. DET (A)
	6	112006	Business Unit No.:	Navajo Nation Telecommunication & Utilities	PART J. PROGRAM INFORMATION: Navajo Nati	PART I. PRO

### THE NA ) O NATION PROGRAM BUDGET SUMMARY

Page \_1\_ of \_4

SUBMITTED B	Virgil Brown, Jr., Acity Div.	PART V. I HEREBY ACKNOWED																				nds	PART II. FUNDING SOURCE(S)	Prepared By: N	PART I. Business Unit No.:
Y Program Manage	Active Div. Director	DOE THAT/THE HIN	TOTAL:																· 		on to	10/1/15 - 09/30/16	Fiscal Year Term	Marlene S. Slim	112001
SUBMITTED BY Program Manager's Printed Name and Signature / Date	my	SORMATION CONTA	\$20,000.00													L					Edioocioo	20,000,00	Amount	Phone No.:	Program Title:
Signature		VINED IN T	100%																		0%		% of Total	··· 	
	Russell Beg	PART V. I HEREBY ACKNOWIND SET THAT THE HIF ORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURATE.		Total # of Permanently Assigned Vehicles:	Total # of Positions Budgeted:	PART IV. POSITIONS AND VEHICLES		9500 Indirect Cost	9500 Matching Funds	9000 Capital Outlay	8000 Public Assistance	7000 Special Transactions	6500 Contractual Services	6000 Repairs and Maintenance	5500 Communications and Utilities	5000 Lease and Rental	4000 Supplies	3500 Meeting Expenses	3000 Travel Expenses ·	2001 Personnel Expenses			PART III. BUDGET SUMMARY	(928) 871-6079 Email Address:	Division of General Services
APPROVED BY: Division Di	Russell Begaye, President	ID ACCUR		Vehicles:	udgeted:		TOTAL							_	_	_	_		_	_	Fund Type Code			ess:	
ion Director/Branch Ch	lent	ATE.		<u> </u>	4	(D)	\$337,470.00					3,310		200	1,600	1,109	2,706		12,962	315,583	NNC Approved Original Budget		(A)	slimmarle	Division/Branch:
rector/Branch Chiefs Printed Name and Signature / Date						(E)	20,000.00					4,000					12,000		4,000		Proposed Budget		(B)	slimmarlenes@hotmail.com	General Services
ignature / Date							(317,470)	0	0	0	0	690	0	(200)	(1,600)	(1.109)	9,294	0	(8,962) -	(315,583)	Difference (Column B - A)		(C)		

Program Manager's Punyed Name and Signature/Date	Virgil Brown of Acting Physinetis ( ) 1999 7-30-15	PART IV. I HEREBY ACTION OWLEDGY THAT THE ABOVE INFORMATION HAS BEEN THOROUGHLY REVIEWED.	To complete by the eparor 2nd Quarter for administration and all programs.	Goal Statement:	Amend Division of General Services depts./programs 1995 Plan of Operations.	5. Program Performance Area:	To continue and assist with upgrades & assessments with infrastructure/buildings, twice quarterly.	Goal Statement:	As direct services to NN employees, strive for a safe and healthy work environment.	4. Program Performance Area:	Monitor the (9) department's stragtegic priorities three times a quarter. 3	Goal Statement:	Ensure Manager's/Directors to continue to implement their strategic plans and priorities.	3. Program Performance Area:	Convey with Dept. Manager's & Director's on addressing critical issues/Projects once month.	Goal Statement:	Address on Critical issues or Project Status & updates accordingly.	2. Program Performance Area:	Address once every month to update status and implementation. 3	Goal Statement:	DGS is to meet and address with Departments/Programs on President's Priorities.	1. Program Performance Area:	PART III. PROGRAM PERFORMANCE CRITERIA:  Goal	PART II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE: [Resolution No.: CO-87-95]: The purpose of the Division of General Services is to administer, plan, manage and monitor all administrative service activities of the Navajo Nation Government; DGS departments to facilite effective management and delivery of services.	Business Unit No.: 112001 Program Name/Title:	PART I. PROGRAM INFORMATION:
Division Director/Branch Chief's Printed Name and Signature / Date	Russell Begaye, President Juny Juny 7/30/15	> \	6 0 0				2 2 2				3 3				3				ω ω		•		1st QTR 2nd QTR 3rd QTR 4th QTR Actual Goal Actual Goal Actual Goal Actual	monitor all administrative service activities of the Navajo Nation Government; DGS	Division of General Services	

### FY 2016 UNMET NEEDS

## THE NAN $\mathcal{F}_{\mathcal{F}}$ NATION DETAILED LINE ITEM BUDGET AND JUSTIFICATION

Page <u>3</u> of <u>4</u>

PART I. PRO	PART I. PROGRAM INFORMATION:  Program Name/Title:  Division of General Services  Business Unit No.:  11	112001	
PART II. DET	PART II. DETAILED BUDGET: (A) (B)	(C)	(D)
_		Total by	Total by
(LOD 6)	Object Code Description and Justification	Object Code	Object Code
	Monthly mileage and fleet rental of operation of the department. Meals, lodging and air fare directly related to program business and other miscellanious travel expense.		
	PERSONAL TRAVEL 3240 - Per Diem Meals	4,000	
	3250 - Lodging 3260 - POV Mileage 3290 - Other Travel Expense (Misc.)		
	4000 SUPPLIES Supplies and materials to support the Division's operations and function; such as pens, pencils, filed folders, filed labels, report covers, binders, tabs,		12,000
	envelopes, stationery, copy paper and other bond paper for printing, reports and copying. Loners for printers and cartriages, etc		
4120	OFFICE SUPPLIES 4130 - General Office Supplies	2,000	
4200	NON-CAPITAL ASSETS 4210 - Non-Cap Furniture/Equipment 4230 - Non-Cap Computer/Equipment	3,000	
4410	OPERATING SUPPLIES 4420 - General Operating Supplies	7,000	
	TOTAL	16,000	16,000

### FY\_) 16\_ UNMET NEEDS

## THE $\mathcal{F}_{AJO}$ NATION DETAILED LINE ITEM BUDGET AND JUSTIFICATION

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PART I. PROC	PART I. PROGRAM INFORMATION:		
	Program Name/Title:         Division of General Services         Business Unit No.:         112001	001	
PART II. DET	PART II. DETAILED BUDGET:		
3	(B)	(C)	(D)
		Total by	Total by
	Object Code Description and Justification		Object Code
	For projects, special events and initiatives within the Division operations, including promote and advertise products; Gifts and awards to be presented; Catering and refreshments for special events, trainings and required premiums.		4 000
7110	PROGRAM 7130 - Promotional Items	4,000	
	7140 - Gifts & Awards 7150 - Charitable Contributions 7180 - Catering 7190 - Refreshments		
	TOTAL	4,000	4,000



### THE NAVAJO NATION RUSSELL BEGAYE JONATHAN NEZ

### RUSSELL BEGAYE

### **MEMORANDUM**

TO

ALL DIVISION DIRECTORS AND STAFF

NAVAJO NATION EXECUTIVE OFFICE

FROM

OFFICE OPPRE PRESIDENT & VICE PRESIDENT

DATE

June 29, 2015

SUBJECT

STANDING DELEGATION OF AUTHORITY

RE: Chief of Staff. OPVP

Mr. Perry Shirley, Executive Staff Assistant, shall be delegated in the capacity of the Navajo Nation Office of the President & Vice President (OPVP) Chief of Staff during my absence. This delegation shall serve as a Standing Delegation to cover the period of July 1, 2015 to July 31. 2015.

This delegation is for administrative purposes only. This delegation does not re-delegate Navajo Nation policy authority reserved for the Navajo Nation President & Vice President. Your adherence to this delegation is appreciated should you have any questions call (928) 871-7000.

ACKNOWLEDGED:

Perry Shirley, Executive Staff Assistant

OFFICE OF THE PRESIDENT & VICE PRESIDENT

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PART I. Business Unit No.:	T.	Program Title:		Employee Housing Program		Division/Branch:	General Services/Executive	s/Executive
Prepared By: Lindse	Lindsey Mescal/O.Jim	Phone No.:	"	871-7684 Em	Email Address:	employeeho	employeehousing@frontiernet.net	.net
PART II. FUNDING SOURCE(S)	Fiscal Year Term	Amount	% of Total	% of Total PART III. BUDGET SUMMARY		(A)	(B)	(C)
General Funds	10/1/15 - 9/30/16	499,995	100%		Fund Type	NNC Approved		Difference
					Code	Original Budget	Proposed Budget	(Column B - A)
				2001 Personnel Expenses	1		49,678	49,678
				3000 Travel Expenses	1		12,000	12,000
				3500 Meeting Expenses				0
				4000 Supplies	1		60,000	60,000
				5000 Lease and Rental				0
				5500 Communications and Utilities				0
				6000 Repairs and Maintenance	1		252,672	252,672
				6500 Contractual Services				0
				7000 Special Transactions			5,645	5,645
				8000 Public Assistance				. 0
				9000 Capital Outlay	_		120,000	120,000
				9500 Matching Funds				0
			,	9500 Indirect Cost		•		0
		ï			TOTAL	0	499,995	499,995
				PART IV. POSITIONS AND VEHICLES		(D)	Ē	
				Total # of Positions Budgeted:	Budgeted:		ယ	
				Total # of Permanently Assigned Vehicles:	Vehicles:			
	TOTAL:	499,995	100%			)		
ART V. I HEREBY ACKNOWLEDG	E THAT THE INFORM	ATION CONTAINED	H SIHT NI	PART V. I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURATE,	URATE.	× />	)	
		7	7					\ \
Lindsey Mescal, Pr	Lindsey Mescal, Progam Supervisor	1 ×	77	7-16-15 Virgil Brown	Virgil Brown, Jr. Division	in Diffeetor	hay!	1-16-5
SUBMITTED BY:	SUBMITTED BY: Program Manager's Printed Name and Signature / Date	-	ature / Date		BY: Division	on Director/Branch Chief	APPROVED BY: Division Director/Branch Chiefs Printed Name and Signature / Date	nature / Date

NNOMB-BF1

### FY 2016 UNMET NEEDS

### THE NAVA... J NATION PROGRAM PERFORMANCE CRITERIA

Page 2 of 5

Division Director Branch Chief's Philad Name and Signature / Date	Program Manager's Printed Name and Signature Date
Virgil Brown, Jr., Division Director	7
The Stands	
	PART IV. I HEREBY ACKNOWLEDGE THAT THE ABOYE JACORMATION HAS BEEN THOROUGHLY REVIEWED.
2 2 2	Selety Training: Asbestos Initiel; Alarm System Installation Training: Maintaining Equipment Training
	Goal Statement:
<u> </u>	Continuation of Workforce Development/Training
	5. Program Performance Area:
G0 G0	Change out appliances in existing housing units - Number of Housing Units
	Goal Statement:
	Upgrade to appliances in existing housing units.
	4. Program Performance Area:
G G	Aftic Blow Insulation - Number of Housing Units
	Goal Statement:
	Infrastructure/Renovation (housing units)
	3. Program Performance Area:
<b>3</b>	Change out plumbing from galvanized pipes to the pex water system - Number of Housing Units
	Goal Statement:
	Infrastructure/Renovation (irousing units)
	2. Program Performance Area:
3	Electrical; Painting - Number of Housing Units
	Goal Statement:
	Infrastructure/Renovation (housing units)
	1. Program Performance Area:
Soal Actual Goal Actual Goal Actual Goal Actual	PART III. PROGRAM PERFORMANCE CHOTERUA:
	rental rates consistent with costs related to adequate maintenance.
on employees under a fiscally self-sufficient operation; (2) control activities related to administering the s; (4) provide additional rental housing units as funds become available; and (5) establish annual housing	Resolution Numbel! GSCS-70-95. The purpose of the Employee Housing Program is to: (1) provide housing for Navajo Nation employees under a fiscally self-sufficient operation; (2) control activities related to administering the Navajo Employee Housing Program; (3) insure a comprehensive quality maintenance program for all employee housing units; (4) provide additional rental housing units as funds become available; and (5) estatifish annual housing
	PART II. PLAN OF OPERATION REFERENCE/LEGISLATED EROSPORM PURPOSE:
	\ \ \
e: Emakosaa Housino Program	Business Unit No.: Program Name/Title:
	TART - PROGRAM INFORMATION:

THE NAVAJO NATION

LISTING OF POSITIONS AND ASSIGNMENTS BY BUSINESS UNITS

FY 2016 UNMET NEEDS

Pag
e 3
5

	TOTAL:	BUSINESS UNIT TOTAL:							
	1440 1440 1440	19,800.00 12,888.00 12,888.00	AB60A AB55A AB55A	NIW NIW		Maintenance Technician (temp) Laborer (temp) Laborer (temp)	4077 4143 4143		2320 2320 2320
PROPOSED BUDGE	FY 2015 P HOURS	14 ACTUAL SALARY	FY 2014 G/S	WRKSITE	EMP ID	POSITION TITLE	JOB	POS NO	SUB ACCT

DEPARTMENT OF PERSONNEL MANAGEMENT PROVIDES THIS FORM.

LBRs @ AB55A 2 personnel x \$8.95 per hr x 80 hours x 18 PPEs = \$25,776.00 1 personnel x \$13.75 per hr x 80 hours x 18 PPEs = \$19,800.00

МТ @ АВ60А

NNOMB-BF3

### FY 2016 UNMET NEEDS

## THE NAVE NATION DETAILED LINE ITEM BUDGET AND JUSTIFICATION

Page 4 of 5

121,678	121,678	TOTAL	
	10,000	Operating Supplies Supplies and small equipment for Program use and Maintenance Technicians use on monitoring service calls and emergency service calls. 4420: General Operating Supplies 10,000	4410
	50,000	Non-Capital Assets  Replacement of obsolete and outdated appliances (refrigerators, stoves, rangehoods, water heater, furnace) and air cooling units; during renovation and service calls and small equipment for program and renovation use.  4210: Non-Capital Furniture & Equipment  50,000	4200
60,000		4000 SUPPLIES	
		3240: Per Diem Meals 3,000 3250: Lodging 5,000 3260: POV Mileage 4,000	<del> </del>
	12,000	Personal Travel  Meals and lodging expenses directly related to program related business. Transportation to and from authorized training, seminars, conferences, and other program related functions	3230
12,000		3000 TRAVEL EXPENSES	
	4,102	Fringe Benefits 45,576 x 9.00% = 4,101.84	2900
		1 Personnel x \$13.75/Hr x 80 Hours x 18 PPEs = 19,800.00  Laborer 2 Personnel x \$8.95/Hr x 80 Hours x 18 PPEs = 25,776.00	
	45,576	Personnel - Temporary  Temporary assistance needed to complete renovation of housing units, work order service calls, and pre-abatement and remediation.  Maintenance Technician	2310
49,678		2001 PERSONNEL EXPENSES	
Object Code	Object Code	Object Code Description and Justification	(FOD 8)
Total by MAJOR	Total by DETAILED		Ohise Cale
(D)	(C)	PART II. DETAILED BUDGET: (A) (B)	PART II. DI (A)
•		Program Name/Title: Employee Housing Program Business Unit No.:	7.7
		DOGDANI INEODNIATION:	DART DE

# FY 2016 UNMET NEEDS DETAILED LINE ITEM BUDGET AND JUSTIFICATION

Page 5 of 5

378,317	378,317	TOTAL	
	120,000	Buildings Purchase 2 new 3-bedroom mobile homes to replace dilapadated units currently in inventory with Employee Housing. 9052: Buildings 120,000	9050
120,000		9000 CAPITAL OUTLAY	
		\$49,678	
	395	Insurance Premiums 7765: Insurance Premiums (General Liability) 94	7710
•			
	5,250	Training & Professional Dues  Update on Annual Electrical, Building, and Plumbing National Codes. OSHA Compliance. Upkeep certification in electric, plumbing.Training supplies consist of books, charts, handouts, etc. Insurance Premiums' for temporary personnel.  7520: Training/Registration Fees  5,000	7510
5,645		7000 SPECIAL TRANSACTIONS	
		6250: Waste Disposal 6290: General Contractors 50,000	
	55,000	External Contractors  30 cubic yard bin for renovation debris. In addition, overage fees for disposal of larger and/or heavier items. Professional services for roof renovation, mold remediation, mobile home installation, RFP's, RFQ's, etc.	6200
		Upgrade water lines to pex system and lower ceilings for energy efficiency, electircal and attic insulation. 6030: Building Repairs & Maintenance 197,672	
	197,672	R & M - Supplies  Costs for repairs, maintenance, reprovation of tribal housing. Materials and supplies for plumbing camentry cabinetry painting plumbing confronceston.	6020
252,672		6000 REPAIRS & MAINTENANCE	
Object Code	Object Code	Object Code Description and Justification	(LOD 6)
MAJOR	Total by DETAILED		Object Code
(D)	(C)	PART II. DETAILED BUDGET: (A) (B)	PART II. DET/ (A)
		Program Name/Title: Employee Housing Program Business Unit No.:	
		PART I. PROGRAM INFORMATION:	PART I. PROG