

AWE Facilities Director Visit  
January 16, 2015

# **OVERVIEW OF FACILITIES' FINANCES & THE FACILITIES BUSINESS OFFICE**

# High Level View of FMOC Finances

## Operations & Maintenance \$110.5M

Source: Chargeback based on space to line organizations

**Project Based Work: \$25.3**

Deferred Maintenance & Restoration \$20.3M

Utility Savings Projects \$5.0M

**Maintenance/Custodial: \$45.7M**

Maintenance-Craft \$31.2M  
Custodial \$7.3M

Service Contracts \$7.2M

**Utilities/Utility, Operations & Maintenance/Leases: \$39.5M**

Utilities \$17.9M  
Utility, Operations & Maintenance \$12.7M  
Leases \$8.9M

## Corporate Indirect \$23.4M

Source: Tax on direct project labor and purchases

**Engineering & Construction Project Services \$12.9M**

**Fire, ES&H, Asbestos & Assurance Support \$4.9M**

**Partnerships, Site Development, Planning & Space Management \$5.6M**

## Corporate Investments \$23.2M

Source: Same as Corp. Indirect

### Indirect General Plant Projects

Bldg 705 \$8.5M

Bldg C926 \$5M

Bldg 756 \$4M

Corp. Storage \$2.9M

Bldg 705 \$1.2M

## Projects Overhead \$6M

Source: Tax on Projects

**Expense & Capital Projects Overhead \$6M**

**Customer Funded/Line Items \$49M**

**FMOC \$215.8M (w/o Division Support \$212.1M)**

**Operations & Maintenance: \$110.5M**

**Corporate Indirect: \$23.4M**

**Corporate Investments: \$23.2M**

**Projects Overhead \$6M**

**Customer Funded Projects/Line Items \$49M**

**Division Support \$3.7M**

## Division Support \$3.7M

Source: Tax on Infrastructure Operations Division labor

FMOC Space \$2.3M

Senior Managers \$.6M

Communications \$.3M

Business Ops \$.3M

Capability \$.1M

ES&H/S&S

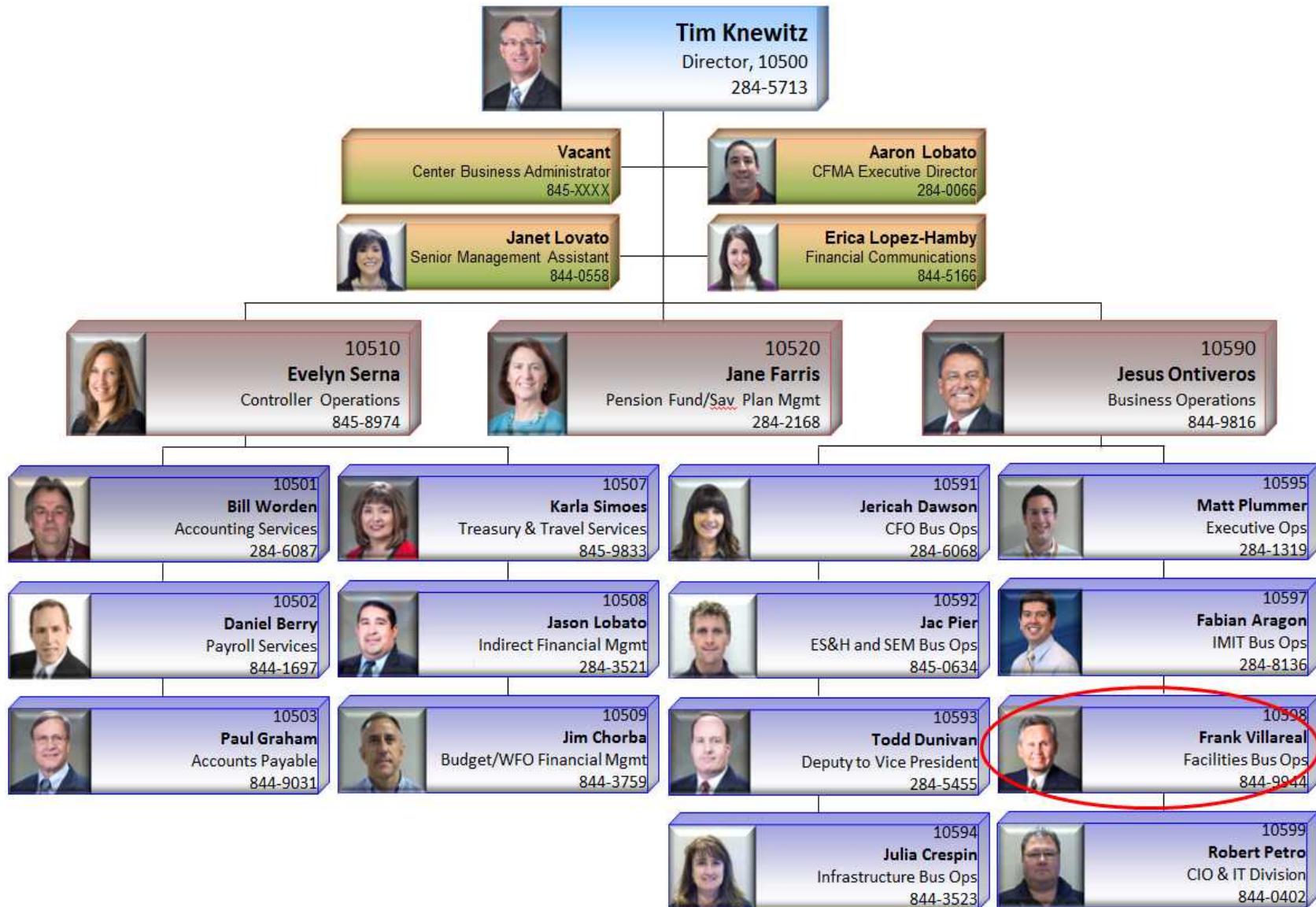
Support/Training \$.1M

# 10598 FACILITIES BUSINESS OPERATIONS

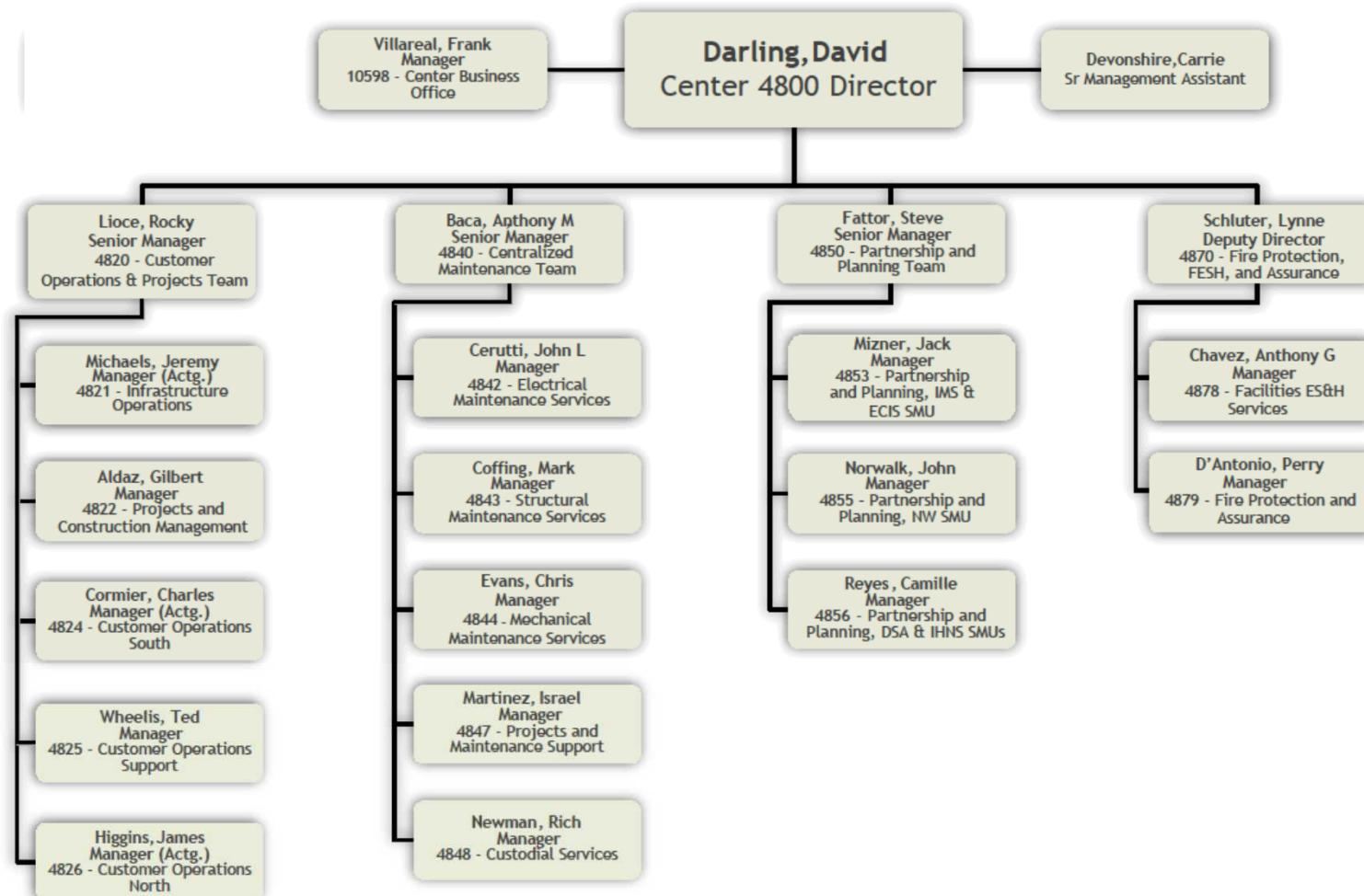
# Our Purpose

- The Facilities Business Office exists to provide business management and project control services to the Sandia's FMOC.
- Our vision is to lead the DOE complex as the model facilities business management organization. Some of the key success factors for achieving our vision include:
  - Finding /developing /maintaining the right people (experienced, or professionally credentialed accountants, BMPs or PCAs);
  - Providing value-added business management and project control services to FMOC's business; and
  - Building partnerships with FMOC leadership based on respect.

# Our Structure – Report Through The Controller



# Our Structure-But We Are Matrixed To Facilities



Last modified 12/17/14

# Facilities Business Operations Team



6 Degreed Staff; 3 Admin./Financial Support; 4 Union Personnel; 1 Team Lead; 1 College Intern

**Frank Villareal, CPA, CPM**  
*Business Operations Manager*

## Facilities Business Operations

**Carmela Andrade**  
*Business Management Professional*  
O&M SC management & administration

**MaryAnn Prieto**  
*Administrative Support*  
Facilities Holding Project administration/  
Year-end cost accruals

**Cheryl Valdez, PMP**  
*Project Controls Analyst*  
Project controls services for Project &  
Construction Management/  
Project Characterization

**Valerie Silva**  
*Year-round College Intern*  
Construction project GL capitalization/  
GPP/IGPP reporting  
FIMS-STARS reconciliation

**Charmaine Grabowski**  
*Business Management Professional*  
BMP for FAC 3 projects/  
Space chargeback billings

**Chad Twitchell, PMP**  
*Business Management Professional*  
Project Characterization  
CIP Planning/IF&I Budget & Crosscut  
Construction project GL capitalization

**Lawrence Montoya**  
*Business Management Professional*  
Facilities SC management &  
Administration/BMP for FAC 1 projects/  
Project Authorization

**Kristeena Romero, CCIFP**  
*Business Management Professional*  
BMP for FAC 2 projects, Division  
Support budget, Non-Base Funds/  
Support to HRBP on WAP affordability/  
Project controls services for Project &  
Construction Management

## Business Operations Support

**Carla Serrano**  
*Team Lead*

**Yvette Montoya**  
*Union-Administrative Support*

**Michelle Bryant**  
*Administrative Support*

**Cherisse Rigby**  
*Union-Administrative Support*

**Vincent Medici**  
*Financial Support*

**Samuel Ruiz**  
*Union-Administrative Support*

**John Montano**  
*Union-Administrative Support*

# Our Capabilities

- **Operations & Maintenance chargebacks and Projects Overhead management and administration**
- **Business management for Corporate Indirect, Investment, Division Support projects and non-base compensation funds**
  - Cost estimating
  - Budget management
  - Reporting and analysis
- **Project controls**
  - Project authorization process including CFO Cert.
  - Monitoring, cost estimating and reporting on cost and schedule
- **Reporting and analysis**
  - Quarterly Business Reviews
  - Monthly Financial Management Briefings
  - Make-buy, rate of return analysis
  - Maintenance planning and budgets
- **Project Characterization**— determine capital or expense accounting treatment
- **Capital Accounting Processes**
  - Final Cost Report preparation
  - General Ledger entries for capital assets

# Our Tools

- **Facilities Financial Information Dashboard**
  - SharePoint
  - Advanced Excel Pivot Tables
- **ARC– Analytical Reporting Capability**
  - Advanced reporting cube for direct access to data warehouse
- **Reportville**
  - Corporate standard reporting system
- **Spend Plan and Cost Plan Tools**
  - Budget and cost estimating tools for projects and tasks
- **DOE Financial Management Handbook Chapter 10**
- **Oracle modules– general ledger, projects, fixed assets, procurement**
- **Facilities Information Management System (FIMS)**

# What We'd Like to Know About AWE

- Is your business support matrixed or in the same organization structure as your facilities?
- How many personnel provide business support to your facilities operations and what is the annual budget?
- How do you fund the operations and maintenance of space?
- How do you fund recapitalization projects such as new buildings or major renovations to existing space?