

# Chief Economic Development Officer

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# Chief Economic Development Officer

*John F. Palmieri, Chief Economic Development Officer*

## ***Cabinet Mission***

The Economic Development Cabinet is charged with developing and implementing an economic development strategy which will lead Boston into the twenty-first century. Planning, development, housing, marketing, and related financial functions have been restructured and coordinated to operate more efficiently and with accountability to the citizens, both corporate and private, of Boston. Successful completion of these efforts will provide Boston with a solid base on which to grow.

<i>Operating Budget</i>	<i>Program Name</i>	<i>Total Actual '06</i>	<i>Total Actual '07</i>	<i>Total Approp '08</i>	<i>Total Budget '09</i>
	Boston Residents Jobs Policy	454,249	458,215	515,523	531,938
	Small & Local Business	550,408	575,130	611,118	598,271
	<b><i>Total</i></b>	<b><i>1,004,657</i></b>	<b><i>1,033,345</i></b>	<b><i>1,126,642</i></b>	<b><i>1,130,209</i></b>

<i>Capital Budget</i>	<i>Program Name</i>	<i>Total Actual '06</i>	<i>Total Actual '07</i>	<i>Total Approp '08</i>	<i>Total Budget '09</i>
	Boston Redevelopment Authority	314,936	329,797	435,000	1,925,000
	<b><i>Total</i></b>	<b><i>314,936</i></b>	<b><i>329,797</i></b>	<b><i>435,000</i></b>	<b><i>1,925,000</i></b>



# Boston Redevelopment Authority Operating Budget

*John F. Palmieri, Director Appropriation: 171*

## ***Department Mission***

In partnership with communities, the BRA plans Boston's future while respecting its past. We prepare our residents for new opportunities through training, human services and job creation. The BRA guides physical, social, and economic change in Boston's neighborhoods and its downtown to shape a more prosperous, comfortable, and beautiful city for all.

## ***FY09 Performance Strategies***

- To conduct comprehensive land use planning that coordinates economic factors, open space, transportation needs, environmental protection, urban design and other citywide issues that affect the quality of life in the city.
- To complete the rezoning of Boston's neighborhoods and downtown.

# Boston Redevelopment Authority Capital Budget

## Overview

The Boston Redevelopment Authority, functioning as Boston's central planning organization, will continue providing in-house planning expertise and will also help leverage external resources necessary to shape Boston's future. The Capital Plan will support opportunities in the city-owned development areas such as the Charlestown Navy Yard and Boston Marine Industrial Park; Capital funding will be available in FY09 to support projects at these locations that leverage external grants.

## FY09 Major Initiatives

- Engineering and design services begin at the Downtown Crossing pedestrian mall in support of the Downtown Crossing Economic Initiative.
- The Boston Redevelopment Authority will continue to support and assist the Public Works Department as construction begins in the Crossroads Initiative. Broad Street, Causeway Street and Summer Street will continue design in FY09 with construction beginning on Broad Street.
- The BRA is also a partner with Public Works and the Transportation Department in the revitalization of Dorchester Avenue. This summer, design contracts will begin for the reconstruction of three neighborhood centers including improved street lighting and traffic signals.
- Additional improvements to the Charlestown Navy Yard Pier 3 and Pier 4 will be constructed leveraging City capital funds with State grants.

<i>Capital Budget Expenditures</i>	<i>Total Actual '06</i>	<i>Total Actual '07</i>	<i>Estimated '08</i>	<i>Total Projected '09</i>
<i>Total Department</i>	<i>314,936</i>	<i>329,797</i>	<i>435,000</i>	<i>1,925,000</i>

# Boston Redevelopment Authority Project Profiles

## B.M.I.P. RAIL DESIGN

### **Project Mission**

Design to reactivate the railway system in the Boston Marine Industrial Park. Design grant is provided by EOT.

**Managing Department**, Boston Redevelopment Authority **Status**, In Design

**Location**, South Boston

### **Authorizations**

Source	Existing	FY09	Future	Non Capital Fund	Total
City Capital	125,000	0	0	0	125,000
Grants/Other	0	0	0	412,500	412,500
<b>Total</b>	<b>125,000</b>	<b>0</b>	<b>0</b>	<b>412,500</b>	<b>537,500</b>

### **Expenditures (Actual and Planned)**

Source	Thru 6/30/07	FY08	FY09	FY10-13	Total
City Capital	0	75,000	50,000	0	125,000
Grants/Other	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>75,000</b>	<b>50,000</b>	<b>0</b>	<b>125,000</b>

## CNY, PIER 3 IMPROVEMENTS

### **Project Mission**

Design and construction improvements to the pier. External funds anticipated for design and construction.

**Managing Department**, Boston Redevelopment Authority **Status**, In Design

**Location**, Charlestown

### **Authorizations**

Source	Existing	FY09	Future	Non Capital Fund	Total
City Capital	919,000	0	0	0	919,000
Grants/Other	0	0	0	1,739,643	1,739,643
<b>Total</b>	<b>919,000</b>	<b>0</b>	<b>0</b>	<b>1,739,643</b>	<b>2,658,643</b>

### **Expenditures (Actual and Planned)**

Source	Thru 6/30/07	FY08	FY09	FY10-13	Total
City Capital	88,480	100,000	420,000	310,520	919,000
Grants/Other	0	0	0	0	0
<b>Total</b>	<b>88,480</b>	<b>100,000</b>	<b>420,000</b>	<b>310,520</b>	<b>919,000</b>

# Boston Redevelopment Authority Project Profiles

## CNY, PIER 4 IMPROVEMENTS

### **Project Mission**

Design the dredging and installation of floats, gangways, utilities, handrail improvements, fendering system at Pier 4 at the Charlestown Navy Yard. External marine facility construction funding anticipated.

**Managing Department**, Boston Redevelopment Authority **Status**, To Be Scheduled

**Location**, Charlestown

### **Authorizations**

Source	Existing	FY09	Non Capital		Total
			Future	Fund	
City Capital	627,500	0	0	0	627,500
Grants/Other	0	0	0	1,463,500	1,463,500
<b>Total</b>	<b>627,500</b>	<b>0</b>	<b>0</b>	<b>1,463,500</b>	<b>2,091,000</b>

### **Expenditures (Actual and Planned)**

Source	Thru	FY08	FY09	FY10-13	Total
	6/30/07				
City Capital	73,897	10,000	30,000	513,603	627,500
Grants/Other	0	0	0	0	0
<b>Total</b>	<b>73,897</b>	<b>10,000</b>	<b>30,000</b>	<b>513,603</b>	<b>627,500</b>

## DOWNTOWN CROSSING IMPROVEMENTS

### **Project Mission**

Engineering services for the streets and areaways and redesign of the pedestrian mall in compliance with the Downtown Crossing Economic Improvement Initiative.

**Managing Department**, Boston Redevelopment Authority **Status**, New Project

**Location**, Central Business District

### **Authorizations**

Source	Existing	FY09	Non Capital		Total
			Future	Fund	
City Capital	300,000	0	0	0	300,000
Grants/Other	0	0	0	0	0
<b>Total</b>	<b>300,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300,000</b>

### **Expenditures (Actual and Planned)**

Source	Thru	FY08	FY09	FY10-13	Total
	6/30/07				
City Capital	0	0	200,000	100,000	300,000
Grants/Other	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	<b>100,000</b>	<b>300,000</b>



# Boston Redevelopment Authority Project Profiles

## DUDLEY SQUARE BROWNFIELD REMEDIATION

### **Project Mission**

Site remediation and redevelopment at the Modern Electroplating site. Federal funding is anticipated.

**Managing Department**, Boston Redevelopment Authority **Status**, In Design

**Location**, Roxbury

### **Authorizations**

Source	Existing	FY09	Future	Non Capital Fund	Total
City Capital	0	0	0	0	0
Grants/Other	0	0	0	7,900,000	7,900,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,900,000</b>	<b>7,900,000</b>

### **Expenditures (Actual and Planned)**

Source	Thru 6/30/07	FY08	FY09	FY10-13	Total
City Capital	0	0	0	0	0
Grants/Other	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## LONG WHARF/T WHARF IMPROVEMENTS

### **Project Mission**

Construction of public harbor walk from existing Long Wharf Park to Christopher Columbus Park. External funds anticipated for design and construction..

**Managing Department**, Boston Redevelopment Authority **Status**, Complete

**Location**, North End

### **Authorizations**

Source	Existing	FY09	Future	Non Capital Fund	Total
City Capital	1,338,000	0	0	0	1,338,000
Grants/Other	0	0	0	1,625,000	1,625,000
<b>Total</b>	<b>1,338,000</b>	<b>0</b>	<b>0</b>	<b>1,625,000</b>	<b>2,963,000</b>

### **Expenditures (Actual and Planned)**

Source	Thru 6/30/07	FY08	FY09	FY10-13	Total
City Capital	329,301	250,000	0	758,699	1,338,000
Grants/Other	0	0	0	0	0
<b>Total</b>	<b>329,301</b>	<b>250,000</b>	<b>0</b>	<b>758,699</b>	<b>1,338,000</b>

# Boston Redevelopment Authority Project Profiles

## PIER 5 AND PIER 6 AT B.M.I.P.

### **Project Mission**

Initial site investigation and engineering services on the two piers at the Marine Industrial Park.

**Managing Department**, Boston Redevelopment Authority **Status**, To Be Scheduled

**Location**, South Boston

### **Authorizations**

Source	Existing	FY09	Future	Non Capital Fund	Total
City Capital	2,025,000	0	0	0	2,025,000
Grants/Other	0	0	0	0	0
<b>Total</b>	<b>2,025,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,025,000</b>

### **Expenditures (Actual and Planned)**

Source	Thru 6/30/07	FY08	FY09	FY10-13	Total
City Capital	0	0	1,225,000	800,000	2,025,000
Grants/Other	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,225,000</b>	<b>800,000</b>	<b>2,025,000</b>

# Boston Residents Jobs Policy Operating Budget

Brooke Woodson, Director Appropriation: 157

## Department Mission

The mission of the Office of Boston Residents Jobs Policy (BJRP) is to increase construction employment opportunities for Boston's residents, minorities and women. The Boston Residents Jobs Ordinance mandates that in construction-related projects funded by or approved by the City, Boston residents should participate in 50% of the work hours, minorities in 25%, and women in 10% on a trade-by-trade basis.

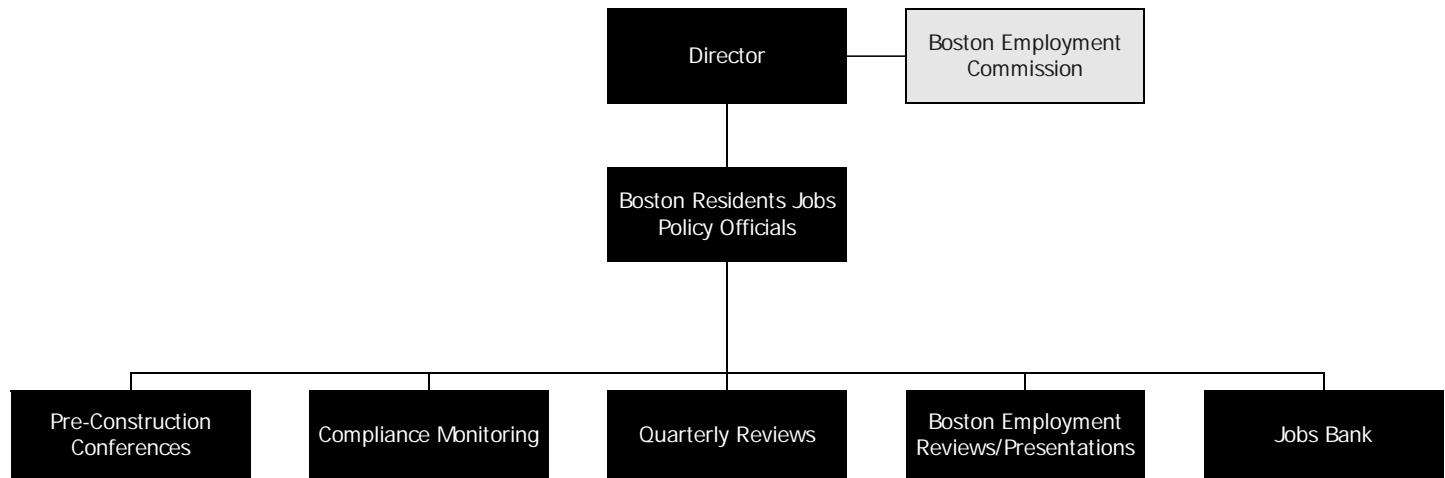
## FY09 Performance Strategies

- To conduct Quarterly Reviews of all covered projects reviewing statistical performance and Best Efforts to increase BRJP participation.
- To monitor construction contracts, both public and Developmental Impact Projects (DIPs), for compliance with the BRJ Ordinance.
- To report to the Boston Employment Commission (BEC).

Operating Budget	Program Name	Total Actual '06	Total Actual '07	Total Approp '08	Total Budget '09
	BEC/Residents Jobs	454,249	458,215	515,523	531,938
	<b>Total</b>	<b>454,249</b>	<b>458,215</b>	<b>515,523</b>	<b>531,938</b>

Selected Service Indicators	Actual '06	Actual '07	Approp '08	Budget '09
Personnel Services	452,109	448,656	502,573	524,688
Non Personnel	2,140	9,559	12,950	7,250
<b>Total</b>	<b>454,249</b>	<b>458,215</b>	<b>515,523</b>	<b>531,938</b>

# Boston Residents Jobs Policy Operating Budget



## ***Description of Services***

The Office of Boston Residents Jobs Policy (BRJP) monitors public and Development Impact Projects for BRJP participation, conducts preconstruction conferences, site visits, and quarterly reviews, reviews projects before the Boston Employment Commission (BEC), and advises the BEC staff of compliance issues for Director's meetings, subcommittee meetings and close out analyses. The Office monitors federally-assisted projects for compliance with federal labor standards and prevailing wages. The Office also targets low performing contractors and conducts corrective action meetings, prepares briefings, and tracks subsequent performance for improvements. The Jobs Bank assists Boston residents, minorities and women who are seeking construction employment and contractors who are seeking to employ Boston residents, minorities and women on monitored projects.

# Department History

<i>Personnel Services</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
51000 Permanent Employees	452,109	448,656	502,573	524,688	22,115
51100 Emergency Employees	0	0	0	0	0
51200 Overtime	0	0	0	0	0
51600 Unemployment Compensation	0	0	0	0	0
51700 Workers' Compensation	0	0	0	0	0
<b>Total Personnel Services</b>	<b>452,109</b>	<b>448,656</b>	<b>502,573</b>	<b>524,688</b>	<b>22,115</b>
<i>Contractual Services</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
52100 Communications	0	0	0	0	0
52200 Utilities	0	0	0	0	0
52400 Snow Removal	0	0	0	0	0
52500 Garbage/Waste Removal	0	0	0	0	0
52600 Repairs Buildings & Structures	0	0	0	0	0
52700 Repairs & Service of Equipment	0	0	0	0	0
52800 Transportation of Persons	0	0	0	0	0
52900 Contracted Services	120	381	6,500	4,000	-2,500
<b>Total Contractual Services</b>	<b>120</b>	<b>381</b>	<b>6,500</b>	<b>4,000</b>	<b>-2,500</b>
<i>Supplies &amp; Materials</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
53000 Auto Energy Supplies	0	0	0	0	0
53200 Food Supplies	0	0	0	0	0
53400 Custodial Supplies	0	0	0	0	0
53500 Med, Dental, & Hosp Supply	0	0	0	0	0
53600 Office Supplies and Materials	1,800	814	5,500	3,000	-2,500
53700 Clothing Allowance	0	0	0	0	0
53800 Educational Supplies & Mat	0	0	0	0	0
53900 Misc Supplies & Materials	0	0	0	0	0
<b>Total Supplies &amp; Materials</b>	<b>1,800</b>	<b>814</b>	<b>5,500</b>	<b>3,000</b>	<b>-2,500</b>
<i>Current Chgs &amp; Oblig</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
54300 Workers' Comp Medical	0	0	0	0	0
54400 Legal Liabilities	0	0	0	0	0
54500 Aid To Veterans	0	0	0	0	0
54600 Current Charges H&I	0	0	0	0	0
54700 Indemnification	0	0	0	0	0
54900 Other Current Charges	220	0	250	250	0
<b>Total Current Chgs &amp; Oblig</b>	<b>220</b>	<b>0</b>	<b>250</b>	<b>250</b>	<b>0</b>
<i>Equipment</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
55000 Automotive Equipment	0	0	0	0	0
55400 Lease/Purchase	0	0	0	0	0
55600 Office Furniture & Equipment	0	1,580	700	0	-700
55900 Misc Equipment	0	6,784	0	0	0
<b>Total Equipment</b>	<b>0</b>	<b>8,364</b>	<b>700</b>	<b>0</b>	<b>-700</b>
<i>Other</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
56200 Special Appropriation	0	0	0	0	0
57200 Structures & Improvements	0	0	0	0	0
58000 Land & Non-Structure	0	0	0	0	0
<b>Total Other</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>	<b>454,249</b>	<b>458,215</b>	<b>515,523</b>	<b>531,938</b>	<b>16,415</b>

# Department Personnel

Title	Union Code	Grade	Position	FY09 Salary	Title	Union Code	Grade	Position	FY09 Salary	
Sr Research Analyst (BRJP)	SU4	18	3.00	213,721	Adm_Asst.	SU4	15	1.00	52,742	
Prin Accountant	SU4	16	1.00	59,712	Principal_Clerk	SU4	10	1.00	38,475	
					Prin_Admin_Assistant	SE1	08	2.00	156,783	
					<b>Total</b>				<b>8</b>	<b>521,433</b>
					<b>Adjustments</b>					
					Differential Payments					0
					Other					3,255
					Chargebacks					0
					Salary Savings					0
					<b>FY09 Total Request</b>					<b>524,688</b>

# Program 1. BEC/Residents Jobs

*Ola Fields, Manager Organization: 157100*

## **Program Description**

The mission of the Boston Employment Commission (BEC)/Residents Jobs Program is to increase construction employment opportunities for Boston's residents, minorities, and women. The Boston Residents Jobs Ordinance mandates that in construction-related projects funded by or approved by the City, residents should participate in 50% of work hours, minorities 25%, and women 10% on a trade-by-trade basis.

## **Program Strategies**

- To conduct Quarterly Reviews of all covered projects reviewing statistical performance and Best Efforts to increase BRJP participation.
- To monitor construction contracts, both public and Developmental Impact Projects (DIPs), for compliance with the BRJ Ordinance.
- To report to the Boston Employment Commission (BEC).

<i>Performance Measures</i>	<i>Actual '06</i>	<i>Actual '07</i>	<i>Projected '08</i>	<i>Target '09</i>
% of work hours performed by Boston residents	34%	32%	30%	50%
% of work hours performed by minorities	41%	36%	36%	25%
% of work hours performed by women	3%	3%	3%	10%
Corrective action meetings held	160	196	167	220
Project reviews and presentations for contractors/developers	38	31	37	30
Quarterly Reviews conducted	25	38	33	30
Site visits conducted	159	228	213	256

<i>Selected Service Indicators</i>	<i>Actual '06</i>	<i>Actual '07</i>	<i>Approp '08</i>	<i>Budget '09</i>
Personnel Services	452,109	448,656	502,573	524,688
Non Personnel	2,140	9,559	12,950	7,250
<b>Total</b>	<b>454,249</b>	<b>458,215</b>	<b>515,523</b>	<b>531,938</b>





# Small & Local Business Operating Budget

*Brooke Woodson, Director Appropriation: 156*

## **Department Mission**

The mission of the Small and Local Business Enterprise Office is to create economic opportunity by certifying the availability of and advocating for small Boston-based minority and women-owned business enterprises (S/LBEs) to City departments and advocating on behalf of S/LBEs to help them compete successfully for City contracts as well as in the Boston area's economy as a whole.

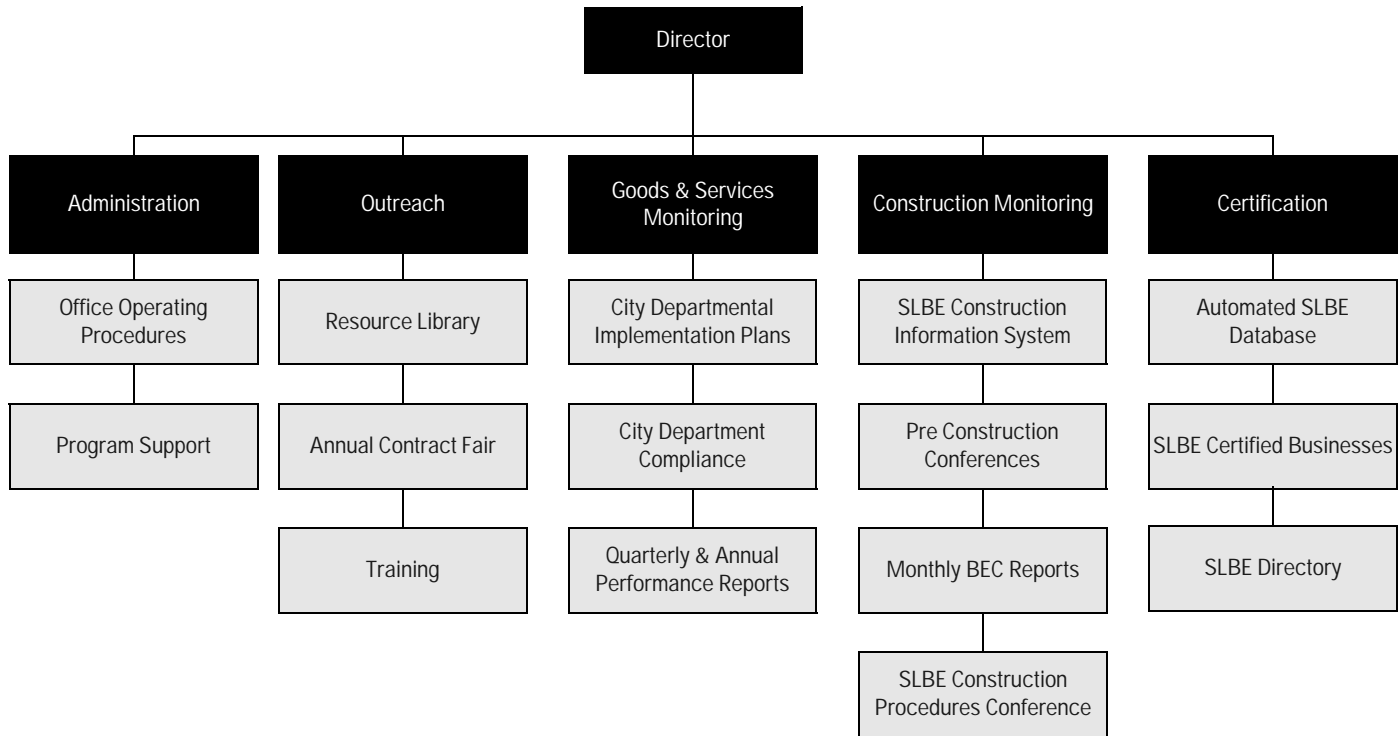
## **FY09 Performance Strategies**

- To ensure timely certification of S/LBE and M/WBE applications.
- To increase the proportion of small, local, minority, and women owned businesses that receive City contracts.

<i>Operating Budget</i>	<i>Program Name</i>	<i>Total Actual '06</i>	<i>Total Actual '07</i>	<i>Total Approp '08</i>	<i>Total Budget '09</i>
	SLB	550,407	575,131	611,118	598,271
	<b>Total</b>	<b>550,407</b>	<b>575,131</b>	<b>611,118</b>	<b>598,271</b>

<i>Selected Service Indicators</i>	<i>Actual '06</i>	<i>Actual '07</i>	<i>Approp '08</i>	<i>Budget '09</i>
Personnel Services	536,557	549,593	580,099	583,471
Non Personnel	13,850	25,538	31,019	14,800
<b>Total</b>	<b>550,407</b>	<b>575,131</b>	<b>611,118</b>	<b>598,271</b>

# Small & Local Business Operating Budget



### ***Authorizing Statutes***

- Establishment, 2003 Executive Order on Small and Local Business Enterprise Department.

### ***Description of Services***

The Small and Local Business Enterprise Office assists City departments to reach contracting goals with small, Boston-based, minority and women-owned businesses. The Office provides outreach to small and local businesses and assistance to City departments. It also monitors the performance of City departments and produces quarterly and annual performance reports. The Office also initiates any necessary enforcement procedures to ensure achievement of the City's targets. The Office ensures S/LBE participation on all City of Boston construction projects.

# Department History

<i>Personnel Services</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
51000 Permanent Employees	536,557	537,502	580,099	557,471	-22,628
51100 Emergency Employees	0	0	0	0	0
51200 Overtime	0	0	0	0	0
51600 Unemployment Compensation	0	0	0	0	0
51700 Workers' Compensation	0	12,091	0	26,000	26,000
<b>Total Personnel Services</b>	<b>536,557</b>	<b>549,593</b>	<b>580,099</b>	<b>583,471</b>	<b>3,372</b>
<i>Contractual Services</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
52100 Communications	4,664	4,745	5,500	5,400	-100
52200 Utilities	0	0	0	0	0
52400 Snow Removal	0	0	0	0	0
52500 Garbage/Waste Removal	0	0	0	0	0
52600 Repairs Buildings & Structures	0	0	0	0	0
52700 Repairs & Service of Equipment	2,497	1,035	1,250	1,250	0
52800 Transportation of Persons	0	0	0	0	0
52900 Contracted Services	846	1,497	18,019	4,000	-14,019
<b>Total Contractual Services</b>	<b>8,007</b>	<b>7,277</b>	<b>24,769</b>	<b>10,650</b>	<b>-14,119</b>
<i>Supplies &amp; Materials</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
53000 Auto Energy Supplies	0	0	0	0	0
53200 Food Supplies	0	0	200	200	0
53400 Custodial Supplies	0	0	0	0	0
53500 Med, Dental, & Hosp Supply	0	0	0	0	0
53600 Office Supplies and Materials	1,610	2,022	4,700	2,700	-2,000
53700 Clothing Allowance	0	0	0	0	0
53800 Educational Supplies & Mat	0	0	0	0	0
53900 Misc Supplies & Materials	0	0	0	0	0
<b>Total Supplies &amp; Materials</b>	<b>1,610</b>	<b>2,022</b>	<b>4,900</b>	<b>2,900</b>	<b>-2,000</b>
<i>Current Chgs &amp; Oblig</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
54300 Workers' Comp Medical	0	151	0	0	0
54400 Legal Liabilities	0	0	0	0	0
54500 Aid To Veterans	0	0	0	0	0
54600 Current Charges H&I	0	0	0	0	0
54700 Indemnification	0	0	0	0	0
54900 Other Current Charges	1,613	926	1,350	1,250	-100
<b>Total Current Chgs &amp; Oblig</b>	<b>1,613</b>	<b>1,077</b>	<b>1,350</b>	<b>1,250</b>	<b>-100</b>
<i>Equipment</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
55000 Automotive Equipment	0	0	0	0	0
55400 Lease/Purchase	0	0	0	0	0
55600 Office Furniture & Equipment	0	1,700	0	0	0
55900 Misc Equipment	2,620	13,462	0	0	0
<b>Total Equipment</b>	<b>2,620</b>	<b>15,162</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>Other</i>	FY06 Expenditure	FY07 Expenditure	FY08 Appropriation	FY09 Adopted	Inc/Dec 08 vs 09
56200 Special Appropriation	0	0	0	0	0
57200 Structures & Improvements	0	0	0	0	0
58000 Land & Non-Structure	0	0	0	0	0
<b>Total Other</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>	<b>550,407</b>	<b>575,131</b>	<b>611,118</b>	<b>598,271</b>	<b>-12,847</b>

# Department Personnel

Title	Union Code	Grade	Position	FY09 Salary	Title	Union Code	Grade	Position	FY09 Salary	
Office Manager	SU4	16	1.00	59,712	Prin_Admin_Assistant	SE1	08	1.00	84,305	
Admin Asst (M/Wbe)	SU4	16	2.00	119,425	Prin AdminAsst	EXM	08	1.00	84,304	
Exec Asst(Mwbe)	EXM	12	1.00	102,046	Sr Adm Anl	SE1	06	1.00	70,198	
					Prin Research Analyst	SE1	06	1.00	70,198	
					<b>Total</b>				<b>8</b>	<b>590,189</b>
					<b>Adjustments</b>					
					Differential Payments				0	
					Other				3,300	
					Chargebacks				0	
					Salary Savings				-36,018	
					<b>FY09 Total Request</b>				<b>557,471</b>	

# Program 1. Small & Local Business

Brooke Woodson, Manager Organization: 156100

## Program Description

The Small and Local Business Program encourages, assists, and provides opportunities for small, Boston-based, minority and women owned businesses to participate in the City's contracting arena as well as in the broader Boston area economy. The program assists City departments to increase both the number of City contracts and the dollars awarded to those businesses on goods and services contracts and construction contracts.

## Program Strategies

- To ensure timely certification of S/LBE and M/WBE applications.
- To increase the proportion of small, local, minority, and women owned businesses that receive City contracts.

<i>Performance Measures</i>	<i>Actual '06</i>	<i>Actual '07</i>	<i>Projected '08</i>	<i>Target '09</i>
% of all City contract dollars awarded to M/WBEs		11%	6.63%	11%
% of all City contract dollars awarded to S/LBEs		11%	1.36%	11%
% of applications processed within 60 business days	49%	50%	23%	50%
M/WBE firms certified		6	6	15
S/LBE firms certified	22	10	5	20

<i>Selected Service Indicators</i>	<i>Actual '06</i>	<i>Actual '07</i>	<i>Approp '08</i>	<i>Budget '09</i>
Personnel Services	536,557	549,593	580,099	583,471
Non Personnel	13,850	25,538	31,019	14,800
<b>Total</b>	<b>550,407</b>	<b>575,131</b>	<b>611,118</b>	<b>598,271</b>