

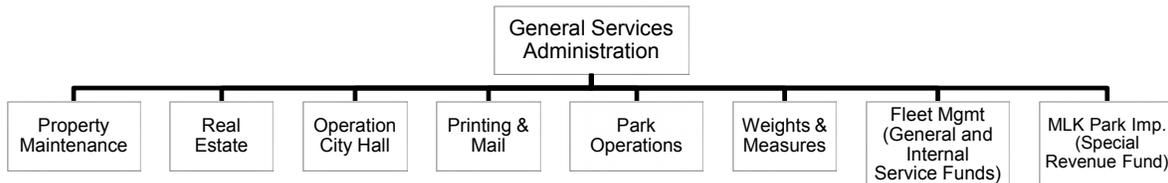
## ■ Operating Budget

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Adopted
Personnel Services	13,346,230	14,066,275	14,549,817	15,171,841
Materials and Supplies	7,248,462	9,927,154	10,482,918	10,416,398
Capital Outlay	33,339	35,000	35,000	50,000
Total Expenditures	20,628,030	24,028,429	25,067,735	25,638,239
Program Revenues	(969,773)	(793,972)	(1,682,285)	(1,793,972)
Net Expenditures	19,658,257	23,234,457	23,385,450	23,844,267
Authorized Complement				318

## Mission

To provide quality maintenance and repair for buildings and vehicles and other crucial support services for the Administration, City divisions, and other governmental organizations in a cost-effective and efficient manner to assist them in accomplishing the City’s mission.

## Structure



## Services

The Division of General Services works in a number of ways to support the other divisions that make up the City’s service and administrative system. General Services ensures that the 900+ publicly owned facilities function properly and meet the Americans with Disabilities Act (ADA) accessibility requirements. The Division provides maintenance for the City’s vehicle fleet, handles the sale and acquisition of real property, maintains easements and rights-of-way, and establishes programs which emphasize city cleanliness and beautification.

## Performance Highlights

### Property Maintenance:

- Upgraded 2 City Facilities on Altertton Controls (Zoo and indoor firing range).
- Painted 5 Fire Stations.
- Removed a window at indoor firing range and installed a safety wall.
- Replaced Roof at CSI.
- Completed the implementation of Clean and Green Initiative with the retrofit of the Hooks Library.
- ADA at Mitchell CC and Gaisman pool.
- Installed seismic gas valves at 3 locations.

### Real Estate:

- Various sales of surplus property equaling approximately \$14,300.
- Leased space for the temporary relocation of the Environmental Maintenance Operation from St. Jude to allow for the building of the new St. Jude Data Center.
- Purchased land at Range Hills for the planned Environmental Maintenance Permanent Facility.
- Successful implementation of the Mow to Own Program.
- Relocated Information Services to office space closer to City Hall and their customers.
- Relocated MPD from South Main to North Main Street Precinct.
- Completed Phase 5A of the Wolf River Trails Project.
- Provided Police Services with document preparation and administration for the sale of 12 Police Seized Properties.

### Operation City Hall:

- Cleaned and replaced over 1200 linear feet of drain pipe in City Hall garage, Project completion date October 2015.
- Cleaned all interior and exterior windows at City Hall. Pressure washed marble and cleaned window ledges in the atrium areas of the building.
- Installed glass partitions and glass doors for the 1B Security Station.
- Upgraded the main chiller control panel to a new Trane tracer adaptive view control system.
- Successfully completed over 1400 work orders.
- Replaced major pumps and valves for HVAC plant equipment and for the Data Center dry coolers.
- Installed all office windows with new Mecho Shades throughout City Hall.
- Renovated over 7000 square footage of office space, wall reconfiguration, relocate electrical equipment, carpet installation, wall prep and painting, relocate HVAC controls.
- Assumed management of 170 North Main, the Public Safety Building.

**Printing and Mail:**

- Performed wide format printing in different variety of sizes such as banners, Coroplast sign boards, large posters, etc.
- Created videos of animated mail piece for Public Works.
- Rebranded General Services through creation of brochures and bookmarks detailing services.
- Recreated and implemented new postage ticket for mailroom.
- Created new pieces for Communications office by rebranding logos and template for city government entities.
- The amount of printing jobs produced for FY16 was 1325, and the wide format produced about 75 – 100 jobs such as banners, foam core posters and Coroplast signs.
  - Printing and mail delivered about 150 cases of paper on our mail routes to different departments throughout City Government.
  - The amount of mail that was process was about 1,111,000 pieces for FY16.

**Park Operations:**

- Removed 217 dead and/or dangerous trees.
- Successfully maintained 161 parks, 17 libraries, 28 local community centers, and 4 senior centers with a 16-day mowing cycle.
- Successfully maintained all Police Precincts, Police Training Academy, Walter Simmons, and Raleigh Springs Mall.
- Inspected 109 playgrounds monthly.
- Created a Level 1 Arboretum for Glenview Park.

**Fleet:**

- Facilitated Two Surplus Sales
  - \$545,965.00 for the City of Memphis
- Reached an agreement with the State of Tennessee as a third party tester for CDL licensing.
- Maintained training relationships with Ford, General Motors and MOPAR for OEM training at each of our light shops and St Jude locations.

## Issues & Trends

The General Services Division focuses on internal support functions that contribute to the overall appearance and functionality of City-owned facilities, property, vehicles and equipment, facilitate preventive maintenance, timely minor repairs, and energy conservation technologies to manage long term costs. We conduct construction inspections to ensure project completion and warranties are in place. We procure, maintain, and repair City vehicles and equipment as well as provide landscaping. We actively pursue partnerships with other Division and governmental organizations to centralize common services and to enter contracts that benefit city businesses.

# Key Performance Indicators

PROPERTY MAINTENANCE	FY15 ACTUAL	FY16 GOAL	FY16 ACTUAL*	FY17 GOAL	CATEGORY
Total number of jobs completed annually	11,809	Tracking	9,982	Tracking	Government
# of preventative maintenance work orders completed annually	1,802	2,350	1,171	2,350	Government
Percentage of priority 1 jobs completed in 24 hours	77%	84%	87%	84%	Government

REAL ESTATE	FY15 ACTUAL	FY16 GOAL	FY16 ACTUAL*	FY17 GOAL	CATEGORY
Number of surplus properties sold annually	6	Tracking	3	5	Government
Number of easement and encroachment agreements completed annually	61	Tracking	51	80	Government
Revenue generated annually	New measure	New measure	New measure	\$544,000	Government

OPERATION CITY HALL	FY15 ACTUAL	FY16 GOAL	FY16 ACTUAL*	FY17 GOAL	CATEGORY
Number of City Hall work orders completed annually	1,747	Tracking	1,680	Tracking	Government
% of 168-180 boiler and chiller system checks performed on time	100%	100%	100%	100%	Government
% of repairs completed at or under 3 days monthly	New measure	100%	100%	100%	Government
% of emergency work orders completed within 1 day	New measure	100%	100%	100%	Government
Number of preventative maintenance work orders completed	New measure	Tracking	80	Tracking	Government

PRINTING/MAIL SERVICES	FY15 ACTUAL	FY16 GOAL	FY16 ACTUAL*	FY17 GOAL	CATEGORY
# of certified mailings processed	35,235	Tracking	24,180	Tracking	Government
Pieces of regular and presorted mail processed (#)	251,600	Tracking	197,922	Tracking	Government
# of print jobs completed annually	1,133	1,000	934	1,000	Government

PARK OPERATIONS	FY15 ACTUAL	FY16 GOAL	FY16 ACTUAL*	FY17 GOAL	CATEGORY
% of City's total parks (162) mowed in 18 days or less	New measure	100%	100%	100%	Neighborhoods
% of safety repairs completed within 2 days	New measure	100%	100%	100%	Neighborhoods

FLEET MANAGEMENT	FY15 ACTUAL	FY16 GOAL	FY16 ACTUAL*	FY17 GOAL	CATEGORY
Average vehicle repair time (in days)	New measure	1.5	1.2	1.5	Government
The % of fleet available	New measure	85%	97%	85%	Government
The % of stock parts available	New measure	70%	71%	70%	Government

**General Services Division Detail**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Adopted</b>
<b><u>Personnel Services</u></b>				
Full-Time Salaries	11,834,538	15,782,382	11,682,157	16,375,898
Holiday Salary Full Time	706,543	0	1,045,486	0
Vacation Leave	892,780	0	1,364,308	0
Bonus Leave	131,030	0	133,113	0
Sick Leave	664,803	0	660,559	0
Overtime	571,166	948,780	571,830	801,780
Out of Rank Pay	7,714	10,000	24,481	0
Hazardous Duty Pay	1,654	6,000	1,655	0
College Incentive Pay	0	0	2,400	4,503
Longevity Pay	6,345	0	13,364	0
Shift Differential	2,895	3,000	2,916	3,000
Retirement Benefits	347,702	203,380	213,696	183,225
Required Special License Pay	960	20,000	1,000	20,000
Pension	723,491	795,196	735,404	740,345
Supplemental Pension	38,021	37,650	35,176	35,897
Social Security	156,353	102,019	202,967	102,019
Pension ARC Funding	1,274,547	1,469,401	1,469,401	1,737,442
Group Life Insurance	38,247	46,085	35,219	45,298
Unemployment	41,550	33,660	48,180	22,240
Medicare	213,644	235,527	212,480	236,326
Long Term Disability	42,592	44,179	38,730	42,713
Health Insurance - Basic	185,462	193,185	167,014	171,429
Health Insurance - Premier	1,891,782	2,058,912	1,725,317	1,881,028
Other Post Employment Benefits	0	259,984	259,984	78,232
Salaries - Part Time/Temporary	974,914	1,422,390	1,275,904	1,772,055
On the Job Injury	297,713	157,000	198,160	237,000
Payroll Reserve	54,225	7,000	(221,561)	7,000
Attrition	0	(352,750)	0	(125,000)
Expense Recovery - Personnel	(7,754,443)	(9,243,515)	(7,349,523)	(9,043,906)
Benefits Adjustments	0	(173,190)	0	(156,684)
<b>Total Personnel Services</b>	<b>13,346,230</b>	<b>14,066,275</b>	<b>14,549,817</b>	<b>15,171,841</b>
<b><u>Materials and Supplies</u></b>				
City Hall Printing	169,351	250,000	359,260	350,000
City Hall Postage	132	0	0	0
Document Reproduction - City	0	2,500	5,000	2,500
City Storeroom Supplies	10,282	5,500	45,781	5,500
City Shop Charges	1,263,899	1,099,682	1,127,741	1,172,727
City Shop Fuel	382,994	473,330	355,654	384,172
Outside Computer Services	7,216	30,000	22,784	90,000
City Computer Svc Equipment	6,830	17,450	18,548	21,450

## General Services Division Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Adopted
Data/Word Process Software	36,443	41,443	41,443	41,443
City Telephone/Communications	17,168	23,800	22,156	23,800
Printing - Outside	71,090	70,218	59,913	75,000
Supplies - Outside	13,674	16,107	12,969	16,107
Hand Tools	29,890	65,200	47,814	65,200
Clothing	39,978	47,500	50,257	53,622
Household Supplies	73,742	112,142	87,969	116,221
Safety Equipment	10,713	7,500	7,231	10,000
Medical Supplies	0	400	0	400
Athletic/Recreational Supplies	9,863	10,000	9,500	10,000
Outside Postage	420,115	450,350	450,260	451,200
Asphalt Products	5,106	3,000	2,202	3,000
Lumber & Wood Products	3,280	5,000	1,190	5,000
Steel & Iron Products	8,918	5,000	15,367	20,000
Lime Cement & Gravel	764	4,000	967	4,000
Chemicals	35,050	50,000	32,525	51,424
Materials and Supplies	1,446,537	1,539,038	1,801,758	1,539,218
Miscellaneous Expense	(156,435)	5,000	8,755	5,000
Outside Vehicle Repair	7,309	20,000	3,202	20,000
Outside Equipment Repair/Maint.	175,843	250,640	219,864	263,846
Facilities Structure Repair - Outside	0	1	500,000	500,000
Horticulture	12,009	10,000	15,845	10,000
Legal Services/Court Cost	0	0	20	0
Advertising/Publication	350	500	500	1,000
Janitorial Services	228,852	388,862	408,099	413,862
Security	4,323	25,000	10,817	25,000
Seminars/Training/Education	10,177	25,800	19,290	26,300
Misc Professional Services	1,043,117	1,429,947	1,147,930	1,493,772
Travel Expense	1,978	2,000	624	2,000
Unreported Travel	(733)	0	132	0
Relocation Expense	0	300,000	903,000	300,000
Utilities	1,171,399	1,919,085	1,446,531	1,540,245
Total Quality Management	0	0	249	0
Insurance	162,486	281,900	281,900	284,130
Claims	20,860	52,759	52,759	52,759
Lawsuits	46,566	50,000	50,000	50,000
Dues/Memberships/Periodicals	1,985	4,500	3,250	4,500
Misc Services and Charges	13,780	12,000	12,746	12,000
Equipment Rental	1,045,052	950,000	1,049,293	1,050,000
Expense Recovery - M & S	(603,490)	(130,000)	(230,177)	(150,000)
<b>Total Materials and Supplies</b>	<b>7,248,462</b>	<b>9,927,154</b>	<b>10,482,918</b>	<b>10,416,398</b>

## General Services Division Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Adopted
<b><u>Capital Outlay</u></b>				
Equipment	33,339	35,000	35,000	50,000
<b>Total Capital Outlay</b>	<b>33,339</b>	<b>35,000</b>	<b>35,000</b>	<b>50,000</b>
<b>Total I Expenditures</b>	<b>20,628,030</b>	<b>24,028,429</b>	<b>25,067,735</b>	<b>25,638,239</b>
<b><u>Local Taxes</u></b>				
Fiber Optic Franchise Fees	(750,195)	(544,842)	(544,842)	(544,842)
<b>Total Local Taxes</b>	<b>(750,195)</b>	<b>(544,842)</b>	<b>(544,842)</b>	<b>(544,842)</b>
<b><u>Charges for Services</u></b>				
Rental Fees	(10,648)	0	(1,000,000)	(1,131,000)
Rent Of Land	(47,083)	(174,130)	(48,457)	(43,130)
Easements & Encroachments	(111,556)	(75,000)	(75,000)	(75,000)
Wrecker & Storage Charges	(5,540)	0	0	0
Outside Revenue	0	0	(5,000)	0
P & S Printing	(15,730)	0	(8,435)	0
Tow Fees	(5,790)	0	0	0
<b>Total Charges for Services</b>	<b>(196,348)</b>	<b>(249,130)</b>	<b>(1,136,892)</b>	<b>(1,249,130)</b>
<b><u>Use of Money and Property</u></b>				
Interest on Investments	(79)	0	0	0
Net Income/Investors	(55)	0	0	0
<b>Total Use of Money and Property</b>	<b>(134)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>State Grants</u></b>				
St TN Highway Maint Grant	(18,484)	0	0	0
<b>Total State Grants</b>	<b>(18,484)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Other Revenues</u></b>				
Cash Overage/Shortage	(5)	0	0	0
Miscellaneous Revenue	(4,607)	0	(551)	0
<b>Total Other Revenues</b>	<b>(4,612)</b>	<b>0</b>	<b>(551)</b>	<b>0</b>
<b>TOTAL PROGRAM REVENUES</b>	<b>(969,773)</b>	<b>(793,972)</b>	<b>(1,682,285)</b>	<b>(1,793,972)</b>
<b>NET EXPENDITURES</b>	<b>19,658,257</b>	<b>23,234,457</b>	<b>23,385,450</b>	<b>23,844,267</b>

**Description**

*General Services Administration provides management, direction and administrative support to the General Services various service centers by monitoring, coordinating and evaluating budget expenditures, capital equipment purchases, and capital improvement projects to help them achieve their goals and objectives in the most efficient and cost-effective manner.*

**Operating Budget**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Adopted</b>
Personnel Services	643,017	732,868	642,562	672,116
Materials and Supplies	127,239	164,002	158,550	237,846
<b>Total Expenditures</b>	<b>770,256</b>	<b>896,870</b>	<b>801,111</b>	<b>909,962</b>
<b>Net Expenditures</b>	<b>770,256</b>	<b>896,870</b>	<b>801,111</b>	<b>909,962</b>
Authorized Complement				7



## Description

*Property Maintenance provides customers with cost-effective maintenance and repair; administers warranties for City facilities; make recommendations on all plans regarding construction and major repairs; and provides an aggressive preventive maintenance program focusing on our customer's needs and expectations.*

## Operating Budget

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Adopted
Personnel Services	6,281,642	6,889,032	6,454,107	11,422,364
Materials and Supplies	2,603,085	3,196,547	3,498,988	5,763,311
Capital Outlay	0	0	0	50,000
Total Expenditures	8,884,726	10,085,579	9,953,095	17,235,675
Program Revenues	(4,607)	0	(1,000,551)	(1,131,000)
Net Expenditures	8,880,119	10,085,579	8,952,544	16,104,675
Authorized Complement				148

**Description**

*Real Estate assists the Administration, other divisions, agencies and/or service centers in providing analyses involving feasibility studies, preparation of land valuations and direction in accomplishing possible projects; acquiring real property or interests in real property including in-leasing and out-leasing of land and improvements and management of real property; and sale of excess or tax delinquent City parcels.*

**Operating Budget**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Adopted</b>
Personnel Services	354,616	412,751	382,124	459,505
Materials and Supplies	60,233	98,210	123,724	186,996
<b>Total Expenditures</b>	<b>414,849</b>	<b>510,961</b>	<b>505,848</b>	<b>646,501</b>
Program Revenues	(908,835)	(662,972)	(662,972)	(662,972)
<b>Net Expenditures</b>	<b>(493,986)</b>	<b>(152,011)</b>	<b>(157,124)</b>	<b>(16,471)</b>
Authorized Complement				6

**Description**

*The Operation of City Hall provides a safe, clean and comfortable environment for employees and visitors to City Hall and the Public Safety Building, and provides timely, efficient, and quality service to employees inside City Hall. Printing/ Mail Services provides quality services to all City Government centers and is responsible for city print jobs, inter-office and postal delivery of mail, the administration of the copier contracts, and handles the purchasing of all paper for the city in the most cost efficient and expeditious manner to meet the needs of the customers.*

**Operating Budget**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Adopted</b>
Personnel Services	1,393,567	1,739,733	1,634,916	1,782,608
Materials and Supplies	2,588,608	4,443,424	4,775,100	4,228,245
<b>Total Expenditures</b>	<b>3,982,175</b>	<b>6,183,157</b>	<b>6,410,016</b>	<b>6,010,853</b>
Program Revenues	0	0	(13,435)	0
<b>Net Expenditures</b>	<b>3,982,175</b>	<b>6,183,157</b>	<b>6,396,581</b>	<b>6,010,853</b>
Authorized Complement				27

**Operating Budget**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Adopted</b>
Personnel Services	801	0	0	0
Materials and Supplies	40,203	0	(5,177)	0
Total Expenditures	41,005	0	(5,177)	0
Program Revenues	(15,730)	0	0	0
Net Expenditures	25,274	0	(5,177)	0
Authorized Complement				0

**Description**

*Park Operations performs maintenance support for Memphis Park facilities and services.*

**Operating Budget**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Adopted</b>
Personnel Services	3,961,382	4,317,501	4,226,256	0
Materials and Supplies	1,826,824	2,024,971	1,931,673	0
Capital Outlay	33,339	35,000	35,000	0
<b>Total Expenditures</b>	<b>5,821,545</b>	<b>6,377,472</b>	<b>6,192,929</b>	<b>0</b>
Program Revenues	(29,266)	(131,000)	(5,327)	0
<b>Net Expenditures</b>	<b>5,792,279</b>	<b>6,246,472</b>	<b>6,187,602</b>	<b>0</b>
Authorized Complement				0

**Operating Budget**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Adopted</b>
Personnel Services	78,376	0	0	0
Materials and Supplies	2,165	0	0	0
Total Expenditures	80,541	0	0	0
Net Expenditures	80,541	0	0	0
Authorized Complement				0

2015 actual figures represent final pay.

## Operating Budget

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Adopted
Personnel Services	632,827	(25,611)	1,209,852	835,248
Materials and Supplies	105	0	60	0
Total Expenditures	632,932	(25,611)	1,209,912	835,248
Net Expenditures	632,932	(25,611)	1,209,912	835,248
Authorized Complement				130

**GENERAL SERVICES**

**AUTHORIZED COMPLEMENT**

Position Title	Authorized Positions	Position Title	Authorized Positions
<u>Administration</u>		TRIMMER TREE	<u>2</u>
ANALYST DIVERSITY/CONTRACT	1	<b>Total Property Maintenance</b>	<b>148</b>
ASST EXECUTIVE	1		
COORD BUDGET CONTRACT GS	1	<u>Real Estate</u>	
COORD COMPLIANCE QUALITY	1	ADMR REAL ESTATE	1
COORD HR GEN SVCS	1	AGENT RIGHT OF WAY	1
DIRECTOR GENERAL SVCS	1	AGENT RIGHT OF WAY SR	2
DIRECTOR GENERAL SVCS DEPUTY	<u>1</u>	ANALYST ACCOUNTING	1
<b>Total Administration</b>	<b>7</b>	SUPER REAL ESTATE	<u>1</u>
		<b>Total Real Estate</b>	<b>6</b>
<u>Property Maintenance</u>		<u>Operation City Hall</u>	
ACCOUNTANT ASSOCIATE A	3	ADMR OPERATIONS CITY HALL	1
ADMR PARK MAINT CONST	1	CLERK MAIL DISTRIBUTION BINDERY	3
ADMR PROPERTY MAINT	1	CLERK MAIL DISTRIBUTION BINDERY LD	1
ASST CRAFTS	6	COORD BUSINESS AFFAIRS	1
CARPENTER MNT	13	CREWPERSON	1
CLERK ACCOUNTING A	1	SUPER NIGHT	1
CREWCHIEF	9	MECH BUILDING MNT CH	4
CREWPERSON SEMISKILLED	1	MECH BUILDING MNT CH	1
DRIVER TRUCK	32	OPER 1ST CL STEAM REF	5
ELECT MNT	10	OPER 1ST CL STEAM REF	1
FINISHER CONCRETE	2	PRINTER	2
FOREMAN GEN PROPERTY MNT	3	SPEC CUST SVC ADMIN	1
FOREMAN GROUNDS MNT	1	SPEC GRAPHIC DESIGN	1
FOREMAN ZONE MNT	7	SUPER BLDG MNT CITY HALL	1
HORICULTURIST	1	SUPER PRINTING MAIL	1
MASON BRICK	2	WATCHMAN	<u>2</u>
MECH AUTO CAD MNT	1	<b>Total Operation City Hall</b>	<b>27</b>
MECH BUILDING MNT	6		
MECH HEAVY EQUIP	1	<u>Fleet Management</u>	
MECH MNT	4	ACCOUNTANT ASSOCIATE A	5
OPER HEAVY EQUIP	4	ADMR FLEET SVCS	1
PAINTER	4	CLERK INVENT CONTROL	3
PLUMBER MNT	13	CLERK INVENT CONTROL SR	3
ROOFER	3	CREWPERSON	3
SUPER BUSINESS AFFAIRS	2	DRIVER FUEL TRUCK	2
SUPER CRAFT PROP MAINT	4	FOREMAN AUTO MECHANICS	8
SUPER HEAVE EQUIP	1	MECH MASTER	34
TECH AC REF SVC	10		



**GENERAL SERVICES**

*AUTHORIZED COMPLEMENT*

Position Title	Authorized Positions	Position Title	Authorized Positions
MECH MASTER LO	14		
MECHANIC	26		
MGR FINANCE FLEET	1		
MGR FLEET SVCS	2		
SPECIALIST FUEL	1		
SUPER BUSINESS AFFAIRS	1		
SUPER FUEL SUPPLIES & INV	1		
TECH AUTOMOTIVE	11		
TECH AUTOMOTIVE RESTORATION	8		
WELDER MASTER	6		
<b>Total Fleet Management</b>	<b>130</b>		
<b><u>TOTAL GENERAL SERVICES</u></b>	<b><u>318</u></b>		



