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**STATE OF IOWA
LEGISLATIVE FISCAL BUREAU**

State Capitol
Des Moines, Iowa
50319

MEMORANDUM

TO: Legislative Fiscal Committee
FROM: Jennifer Dean, LFB Analyst
DATE: September 23, 2002
RE: Capitol Security Update

On January 13, 2002, additional security measures were put into place in the State Capitol Building. All Capitol employees and individuals designated by certain Departments were issued identification cards. Exterior doors, other than public entrances, were locked, and designated public entrances were equipped with x-ray scanners, metal detectors, and security personnel. All Capitol entrances are closed to the public on Sundays and holidays.

Capitol Hours

The following is a list of hours that the Capitol public entrances are open:

SESSION HOURS:

- Ground Floor East Entrance
 - Open Monday through Friday 6:00 a.m. to 6:00 p.m., or close of business, whichever is later.
 - Open Saturday 9:00 a.m. to 4:00 p.m.
- Ground Floor West Entrance
 - Open Monday through Friday 7:00 a.m. to 5:00 p.m.
- Ground Floor South Entrance
 - Open Monday through Friday 7:00 a.m. to 5:00 p.m.

NON-SESSION HOURS:

- West and East entrances open from 7:00 a.m. to 5:00 p.m. Monday through Friday.
- East entrance open Saturday from 9:00 a.m. to 4:00 p.m.

The East entrance is presently closed due to construction although actual construction will begin in mid-September. Until that time, employees may use the East entrance via their card access. Through the end of November, the two public entrances that will be open and staffed will be the West and South ground floor entrances. The West entrance will be open on Saturdays to the public.

Security Officers and Troopers

Prior to September 11, during Session, there was always a Post 16 trooper stationed on the second floor of the Capitol and a roving trooper on the Capitol Complex. One trooper was assigned to the Capitol during the interim. When security operations began during the 2002 Legislative Session, the Department of Public Safety (DPS) originally staffed three access points during the weekdays with two security officers and a trooper per entrance, one trooper on first floor, one trooper on second floor, and one roving trooper in the Capitol. Mid-Session this was changed to two security officers per entrance and one trooper being assigned per floor to each of the three floors of the Capitol and one roving trooper. Essentially, this saved two shifts of troopers per day. Due to construction at the East entrance, only the West and South entrances are being staffed at this time. On Saturdays, the West entrance is staffed with two troopers. The Department is exploring the potential cost difference of having security officers monitor the public entrance on Saturdays all year round. Due to two resignations, there are currently 10 security officers. The Department will fill these two positions prior to the start of the 2003 Legislative Session.

Hourly Wages and Overtime

A normal shift for a security officer is ten hours long, including a meal period. Security officers work 30 hours a week which allows the officer full-time benefits. Vacation and sick leave are pro-rated at 75% of normal accruals. The current salary for a security officer is \$15.03 an hour which includes a base salary of \$13.24 an hour and Federal Insurance Commission Act (FICA) and Iowa Public Employees Retirement System (IPERS) benefits. There was no overtime paid to security officers during the 2002 Legislative Session; however, the overtime rate for a security officer would be approximately \$22.52 an hour. Overtime for a security officer includes a base wage of \$19.86 an hour with \$1.52 for FICA and \$1.14 for IPERS.

The troopers' time listed in **Attachment A** is for overtime during the 2002 Session. Based on current wages, the average overtime rate for a Post 16 trooper is approximately \$25.87 an hour which includes an hourly wage of \$25.50 and \$0.37 for FICA. Overtime is not subject to Peace Officer's Retirement. Troopers are also entitled to \$7.50 for per diem for meals, which is subject to Peace Officer's Retirement and FICA totaling \$1.28. Overtime is worked in full shifts of nine hours and includes per diem for meals. For officers sworn in after March 30, 1986, FICA Medicare must be paid on per diem and wages at the rate of 1.45% of the total wages. Post 16 troopers are currently assigned to work the Capitol on a rotating schedule that covers 32 days. This consists of four eight-day schedules in which the trooper works five days on duty and three days off duty for two periods and six days on duty and two days off duty for two periods. A regular shift is nine hours long, including a meal period. A shift differential of \$0.90 is provided for any regular shift with four hours or more between 6:00 p.m. and midnight. A shift differential of \$1.00 per hour is provided for any regular shift with more than four hours between midnight and 7:00 a.m.

FY 2002 Funding for Additional Security Measures

In FY 2002, a total of \$771,892 has been spent on Capitol Security upgrades, equipment, and personnel. Of that amount, \$438,577 was from the General Fund and \$333,315 was from Rebuild Iowa Infrastructure Fund (RIIF). In FY 2003, a total of \$1,850,000 has been appropriated. Of this amount, \$1.0 million has been appropriated to the Department of General Services (DGS) and \$850,000 has been appropriated to the DPS.

The original proposal for personnel was projected to cost \$233,000 for six months, which included 12 security officers and four State Troopers to monitor the public entrances in the Capitol. The 12 security officers are on the Legislative payroll system and are supervised by the

DPS through a 28D agreement. Attached is a spreadsheet that shows DPS billings to the General Assembly and payroll of the Legislative security officer employees, which was paid from the Legislative Joint Account (**Attachment A**). A total of \$201,553 was expended from the Legislative Joint Account for the metal detectors, x-ray scanners, furniture, and access cards (**Attachment B**).

A total of \$334,000 was transferred from the RIF to DGS. The money that was transferred was the balance remaining from the Executive Hills project. The Capitol Security Upgrade Project was split into two phases. Phase I involved the initial installation of security checkpoints at three entrances in the Capitol Building and the installation of card readers. Phase II involved additional card readers at various other points throughout the Capitol, including the trash room and some security devices for the Governor's private entrance. Of the \$334,000, the remaining balance is \$96. DGS is also waiting on the Department of Revenue and Finance to return approximately \$589 worth of sales tax receipts that had been paid on this project (**Attachment B**).

FY 2003 Funding for Additional Security Measures

During the 2002 Legislative Session, House File 2614, (FY 2003 Infrastructure Appropriations Act), was passed and signed by the Governor appropriating \$850,000 from RIF to Post 16 in DPS for the administration of the Capitol Complex Security Program. From these funds, the salaries for 12 security officers and a secretary are to be paid, although these positions remain on the Legislative payroll. These employees continue to be supervised pursuant to a 28D agreement; however, statutorily these agreements may not be utilized for more than 24 months with an extension for an additional 24 months but no longer than 48 months. Additional costs paid from this funding source will include maintenance agreements on the magnetometers and x-ray machines, overtime for troopers, training for security personnel, miscellaneous equipment and funding the shortfall in the Post 16 operating budget. According to the Department, the funding shortfall is estimated to be approximately \$145,000 and is due to furloughs, salary adjustment underfunding, the across-the-board reduction in the FY 2003 Second Omnibus Act (House File 2627), and an increase in worker's compensation costs. A \$145,000 shortfall in the Department's operating budget could potentially result in the lay off of approximately three Post 16 troopers.

House File 2614, (FY 2003 Infrastructure Appropriations Act), also appropriated \$1.0 million in tax exempt bonds from the Restricted Capital Fund to DGS for security and equipment upgrades. A steering committee is currently working on preliminary plans regarding the Capitol Complex Security Project. The Capitol Complex Steering Committee's goal is to have plans in place prior to the 2003 Legislative Session. The General Assembly added a provision that a portion of the money be used for cameras and locking systems in the Capitol building. The Steering Committee will be reviewing employee identification and access badges, electronic surveillance camera systems, and electronic access to the tunnels.

A project is underway to complete the locking, entry, and status system on the remaining exterior doors of the Capitol Building. A total of \$55,000 has been allocated from the \$1.0 million to place card readers on three Capitol exterior doors and door position switches on six Capitol exterior doors. Door position switches let security know if the door is closed or open. Work should be completed by November 15. Planning has also begun for installing the appropriate card access readers for the doors leading into the tunnel. The cost estimate is approximately \$16,000. No other costs have been determined at this time.

Homeland Security Initiative

On August 9, 2002, the proposed Homeland Security Initiative was unveiled. The report stated that over the next 24 months emphasis will be placed on training exercises that include conventional, biological, agricultural, radiological, and cyber attacks. Federal money is expected to pay most of the costs of implementing the plan over the next three years. A separate report will be released this fall that will identify the implementation schedule.

Additional information is available from the LFB upon request.

Capitol Security Expense Report for FY 2002 Legislative Session

<u>Date</u>	<u>Purpose</u>	<u>Amount</u>	<u>Overtime Hours</u>	<u>Hours Worked</u>
TRAINING AND SUPPLIES				
1/11/2002	Training for 42 staff of State Capitol Bldg.	\$ 14,000		
3/1/2002	Jackets, Trousers, Ties, Shoes, Radios	16,517		
	TRAINING AND SUPPLIES TOTAL	\$ 30,517		
OVERTIME				
01/14/02 to 01/17/02	Overtime Capitol Security Troopers	\$ 3,304	135.00	
01/18/02 to 01/31/02	Overtime Capitol Security Troopers	4,873	198.00	
02/1/02 to 02/14/02	Overtime Capitol Security Troopers	6,982	288.00	
02/15/02 to 02/28/02	Overtime Capitol Security Troopers	8,242	343.85	
03/1/02 to 03/14/02	Overtime Capitol Security Troopers	4,405	180.00	
01/14/02 to 03/14/02	* Per Diem for Post 16 for meal allowance	1,106		
3/15/02 to 3/28/02	Overtime Capitol Security Troopers	4,094	171.00	
3/29/02 to 4/11/02	Overtime Capitol Security Troopers	3,772	153.00	
4/12/02 to 5/3/02	Overtime Capitol Security Troopers	982	39.50	
	OVERTIME TOTAL	\$ 37,760	1,508.35	
SALARIES				
1/14/02 to 1/17/02	Security Officers	10,147.08		687.00
1/18/02 to 1/31/02	Security Officers	11,845.72		826.00
2/1/02 to 2/14/02	Security Officers	11,332.25		781.00
2/15/02 to 2/28/02	Security Officers	11,080.79		773.25
3/1/02 to 3/14/02	Security Officers	17,814.44		800.00
3/15/02 to 3/28/02	Security Officers	11,795.49		830.00
3/29/02 to 4/11/02	Security Officers	18,102.03		820.00
4/12/02 to 4/25/02	Security Officers	11,963.79		836.00
4/26/02 to 5/9/02	Security Officers	18,389.61		840.00
5/10/02 to 5/23/02	Security Officers	11,567.73		800.00
5/24/02 to 6/6/02	Security Officers	17,383.07		770.00
6/7/02 to 6/20/02	Security Officers	10,799.37		750.00
		\$ 162,221		9,513.25
SALARIES BREAKOUT				
1/14/02 to 6/20/2002	Gross Salaries	\$ 120,731		
1/14/02 to 6/20/2002	FICA	9,066		
1/14/02 to 6/20/2002	IPERS	6,951		
1/14/02 to 6/20/2002	Benefits	25,473		
	SALARIES TOTAL	\$ 162,221		9,513.25
TECHNOLOGY				
4/9/2002	Software for Secretary's Computer	\$ 345		
4/15/2002	Workstation for Secretary from I.P.I.	315		
5/31/2002	Two 24-port switches for fiber optics cable from Capitol to Lucas for monitoring video stream	5,866		
	TECHNOLOGY TOTAL	\$ 6,526		
	OVERALL TOTAL	\$ 237,024	1,508.35	9,513.25

* Per Diem for meals was not included in the invoices sent from Public Safety to the General Assembly prior to March 14. All invoices after that date included per diem.

Capitol Security Equipment Expense Report for FY 2002 Legislative Session

<u>Date</u>	<u>Purpose</u>	<u>Amount</u>
<u>EQUIPMENT - General Fund</u>		
11/8/2002	X-ray scanners and associated equipment	\$ 90,615
11/8/2002	Metal Detectors and associated equipment	15,080
2/26/2002	RDG Architect Services 1/1/02 to 1/31/02	7,077
2/26/2002	Neumann Brothers - Security Checkpoints	83,691
2/28/2002	Card Access Readers, straps, and dispenser	4,438
3/6/2002	OSE Office Furniture	652
	EQUIPMENT GENERAL FUND TOTAL	<u>\$ 201,553</u>
<u>TRANSFER</u>		
11/8/2001	Transfer of \$334,000 from RIIF to DGS	\$ 334,000
<u>EQUIPMENT - RIIF</u>		
10/19/2001 to 03/27/2002	CI3 - Phase 1 and Phase 2	\$ 90,287
10/19/2001 to 04/02/2002	RDG Bussard Dikis Architect Service	24,155
11/19/2001 to 04/09/2002	Neumann Brothers - Phase 1 and Phase 2	216,180
1/16/2002	Tru Value - Chains and Clasps for Ids	818
2/21/2001	Storey Kenworthy - 12 sign holders	652
02/26/2002 to 05/24/2002	American Marking	765
4/2/2002	ICN - Phase 2; Phones Checkpoints	47
4/19/2002	Baker Electric - emergency power Lucas Door	1,000
Pending	Reimbursement from Dept. of Rev. and Finance	(589)
	EQUIPMENT RIIF TOTAL	<u>\$ 333,315</u>
	OVERALL TOTAL	<u>\$ 534,868</u>