

## MEMORANDUM

To: Katalin Voros, Machine Shop Manager  
From: Nancy Peshette, Administrative Assistant III  
Subject: **Machine Shop 2010/2011 Fiscal Year End Report**  
Date: August 31, 2011  
Cc: B. Lake, R. Spivey, M. Wu

For the Fiscal Year 2010/2011 the ERSO Cory Hall Machine Shop collected recharge revenues of \$561,731 and had expenditures of \$553,874, including recharged materials. With the resulting surplus the prior year deficit carry-forward of \$8,816 was almost eliminated. A very small deficit of \$949 will be carried into FY 2011/2012 and this is well within the campus' acceptable tolerance for a recharge operation.

This fiscal year 54 PIs and other groups from UCB departments (EECS, BNC/QB3, ME, COE, NE, MCB, ESPM, Physics, MSE, CITRIS, IB), plus 3 UCSF PI's and one BNLA member supported the Machine Shop. The shop completed 329 jobs and had 22 jobs in process for its customers. There were an additional 24 job open, but not yet started at year end. Of those jobs completed and in process, 200 were performed for the Microlab / Marvell Nanolab, and the remaining 151 for other customers.

The following report discusses the finances of the shop.

**Table 1.**

| <b>Cory Hall Machine Shop Year End Summary<br/>Fiscal Year 2010-2011</b> |                  |                  |
|--|------------------|------------------|
| <b>Category</b>  | <b>Income</b>    | <b>Expenses</b>  |
| 1. Salaries & Benefits   |                  | \$408,670        |
| 2. Supplies & Expenses   | \$106,591        | \$140,693        |
| 3. Recharge Income<br>(\$72.50/hr)                                       | \$455,140        |                  |
| 4. Capital Reserve   |                  | \$4,511          |
| 5. Carry Forward   |                  | \$7,857          |
| <b>6. Total</b>  | <b>\$561,731</b> | <b>\$561,731</b> |

Explanation Table 1:

1. Salaries and Benefits include:
  - a. 1.00 FTE of Engineering Technical Supervisor 2 (Lake) - 12 months
  - b. 0.80 FTE of Principal Laboratory Mechanician (Gavazza) - 12 months
  - c. 1.00 FTE of Development Technician V (Amaral) - 12 months
  - d. 1.00 FTE of Development Technician V (Peterson) -12 months
  - e. 1.00 FTET of Development Technician V (Bowen) – 2 months
  - f. 1.00 FTE of Development Technician IV (Hester) – 10 months
  - g. 0.50 FTE of Administrative Assistant III (Peshette) - 12 months

Explanation Table 1, cont'd:

Not included: 1) 0.20 FTE of one PLM paid for by EECS in return for 244 hours of Pro Forma work.

2. Supplies and Expenses Income: Expenses of dedicated parts and materials were charged to customers through recharge.
3. Recharge Income came from 6277.75 recharged hours, at \$72.50/hr. In addition, the Machine Shop provided 244 hours pro-forma work to EECS.
4. Capital Reserve transfer for FY 10/11 is shown.
5. Income - Total Expenses = Carry Forward.

**Table 2.**

| <b>Cory Hall Machine Shop Fiscal Performance<br/>FY 10/11</b> |               |               |            |
|---|---------------|---------------|------------|
| <b>Category</b>   | <b>Budget</b> | <b>Actual</b> | <b>+/-</b> |
| 1. Salaries & Benefits  | \$401,582     | \$408,670     | 1.8%+      |
| 2. Supplies & Expenses  | \$78,510      | \$145,204     | 85%+       |
| 3. Total Expenses   | \$480,092     | \$553,874     | 3.8%+      |
| 4. Recharge Income  | \$493,437     | \$561,731     | .9%+       |
| 5. Deficit from FY 09/10                                      | -\$8,834      |               |            |
| 6. Deficit reduction FY 10/11                                 | \$7,857       |               |            |
| 7. Deficit carry-forward to FY 11/12                          | -\$959        |               |            |
| 8. FY 10/11 Capital Reserve                                   | \$4,511       |               |            |
| 9. Capital Reserve balance                                    | \$28,501      |               |            |

Explanation Table 2:

1. Salaries and benefits expenses were affected by cost of: 1) UPTE contractual increase of 2.3% for all Dev. Tech. V positions; 2) one-time lump sum payment to UPTE members; and 3) cost of limited appointment of one Dev. Tech V.
2. & 3. Supplies and Expenses and Total Expenses were considerably over estimated values due to the Marvell lab fit up. These amounts were, however, fully recharged to the Marvell accounts.
4. Recharge Income also reflects the increases shown in 2 & 3 above.
9. Capital Reserve balance. Note: equipment is now fully depreciated.

**Table 3.**

| <b>Recharge Hours Accounting</b>                                     |                  |
|--|------------------|
|  | <b>Hrs.</b>      |
| Total Work Hours in 2010/11:   | 8,672.00         |
| 1. Benefits (SL, VL, Holidays) - actual                              | -1,243.25        |
| Subtotal   | 7,429.75         |
| 2. Std Overhead (Breaks)   | -500.50          |
| 3. Other Overhead (clean-up, recording, meetings, maintenance, etc.) | -406.50          |
| 4. Pro-forma   | -244.00          |
| Total Rechargeable Hours   | 6,277.75         |
| <b>Income from Recharge Hours @ \$72.50/hr</b>                       | <b>\$455,140</b> |

Explanation of Table 3.

1. Benefits are accrued at a rate of 8 hrs SL/month (3.80 FTE); 13.3 hrs VL/month (for 3.80 FTE); and 13-paid holidays/annum (for 3.80 FTE). Total accrued benefits are 1366.5 hours annually. Benefits actually taken were 1,243.25 hours.
2. Standard overhead of 1/2 hr/day per FTE includes two 15-minute breaks.
3. Other overhead includes clean-up; recording; non-rechargeable training; supervisory functions such as quotation, job prioritization and performance evaluations; consultation and advising in support of departmental activities; shop maintenance; meetings; consultation with MSE superintendent and administrative supervisor, etc.
4. The EECS Department provided 0.20 FTE salary of one Principal Laboratory Mechanician to cover departmental projects. In return, the Machine Shop delivered 244 hours of work during FY 2010/11. For the upcoming FY 2011/2012, due to salary and benefit increases, the full value of 0.20 FTE at \$72.50/hr. will equate to 269 hours for Pro Forma time.

Effective 7/1/11, Machine Shop recharge rate will remain at \$72.50/hour.

**Machine Shop Customers - FY 2010/2011  
(Recharge Income)**

| Name of PI / Group              | Hours    | \$ Amount *  | Materials   | Total \$ Recharged |
|---------------------------------|----------|--------------|-------------|--------------------|
| Flounders<br>(Nanolab/Microlab) | 3,539.00 | \$256,580.50 | \$81,642.24 | \$338,222.74       |
| Grigoropoulos (ME)              | 428.00   | \$31,030.00  | \$4,381.26  | \$35,411.26        |
| Javey (EECS)                    | 309.00   | \$22,402.50  | \$2,772.04  | \$25,174.54        |
| McNally (EECS) *<br>Cap Proj    | 265.00   | \$19,212.50  | \$5,381.61  | \$24,594.11        |
| Conolly (QB3)                   | 182.50   | \$13,231.25  | \$3,895.62  | \$17,126.87        |
| White (EECS)                    | 150.50   | \$10,911.25  | \$412.51    | \$11,323.76        |
| Chang-Hasnain<br>(EECS)         | 151.50   | \$10,983.75  | \$56.49     | \$11,040.24        |
| Maharbiz (EECS)                 | 143.00   | \$10,367.50  | \$54.49     | \$10,421.99        |
| Nguyen, C. (EECS)               | 126.50   | \$9,171.25   | \$533.49    | \$9,704.74         |
| Tomlin (EECS)                   | 89.00    | \$6,452.50   | \$3,141.86  | \$9,594.36         |
| Lin (ME)                        | 89.50    | \$6,488.75   | \$172.64    | \$6,661.39         |
| Shackelton (COE)                | 77.50    | \$5,618.75   | \$958.74    | \$6,577.49         |
| Norman (NE)                     | 72.00    | \$5,220.00   | \$572.71    | \$5,792.71         |
| Scott (MCB)                     | 77.50    | \$5,618.75   | \$83.36     | \$5,702.11         |
| Zakhor (EECS)                   | 42.50    | \$3,081.25   | \$690.40    | \$3,771.65         |
| Ramesh (MSE)                    | 40.50    | \$2,936.25   | \$0.00      | \$2,936.25         |
| BWRC                            | 34.50    | \$2,501.25   | \$359.48    | \$2,860.73         |
| Glaser (CEE)                    | 36.50    | \$2,646.25   | \$164.46    | \$2,810.71         |
| Sohn (ME)                       | 38.00    | \$2,755.00   | \$0.00      | \$2,755.00         |
| Caramagno<br>(CITRIS)           | 36.50    | \$2,646.25   | \$0.00      | \$2,646.25         |
| Firestone (ESPM)                | 33.00    | \$2,392.50   | \$0.00      | \$2,392.50         |
| Riley (EECS)                    | 25.50    | \$1,848.75   | \$197.55    | \$2,046.30         |
| Amundson (ESPM)                 | 24.50    | \$1,776.25   | \$194.92    | \$1,971.17         |
| Abbeel (EECS)                   | 23.00    | \$1,667.50   | \$202.88    | \$1,870.38         |
| Fearing (EECS)                  | 18.00    | \$1,305.00   | \$269.27    | \$1,574.27         |
| Olander (NE)                    | 20.50    | \$1,486.25   | \$0.00      | \$1,486.25         |
| Yablonovitch<br>(EECS)          | 18.00    | \$1,305.00   | \$150.47    | \$1,455.47         |
| Sastry (COE)                    | 19.50    | \$1,413.75   | \$37.04     | \$1,450.79         |
| Jen (ERSO)                      | 17.75    | \$1,286.88   | \$0.00      | \$1,286.88         |
| Diederich (UCSF)                | 17.50    | \$1,268.75   | \$0.00      | \$1,268.75         |
| Herman (ESPM)                   | 17.00    | \$1,232.50   | \$0.00      | \$1,232.50         |
| Salahuddin (EECS)               | 15.50    | \$1,123.75   | \$0.00      | \$1,123.75         |
| Poo (MCB)                       | 13.00    | \$942.50     | \$0.00      | \$942.50           |
| Wu (EECS)                       | 10.50    | \$761.25     | \$0.00      | \$761.25           |
| Boser (EECS)                    | 10.00    | \$725.00     | \$13.44     | \$738.44           |
| Gronsky (MSE)                   | 10.00    | \$725.00     | \$0.00      | \$725.00           |
| Pisano (ME)                     | 9.00     | \$652.50     | \$0.00      | \$652.50           |
| Subramanian<br>(EECS)           | 8.00     | \$580.00     | \$0.00      | \$580.00           |
| Peterson (NE)                   | 7.00     | \$507.50     | \$0.00      | \$507.50           |
| Ronen (UCSF)                    | 6.00     | \$435.00     | \$0.00      | \$435.00           |
| Bokor (EECS)                    | 4.00     | \$290.00     | \$0.00      | \$290.00           |
| Hosemann (NE)                   | 4.00     | \$290.00     | \$0.00      | \$290.00           |
| Kaufer (IB)                     | 0.00     | \$0.00       | \$252.43    | \$252.43           |
| Rohrbough<br>(TRUST)            | 2.50     | \$181.25     | \$0.00      | \$181.25           |
| Crommie (PHYS)                  | 2.00     | \$145.00     | \$0.00      | \$145.00           |
| Dubon (MSE)                     | 2.00     | \$145.00     | \$0.00      | \$145.00           |
| Harmonic Devices<br>(BNLA)      | 2.00     | \$145.00     | \$0.00      | \$145.00           |
| Johnson (ME)                    | 2.00     | \$145.00     | \$0.00      | \$145.00           |
| Roy (UCSF)                      | 2.00     | \$145.00     | \$0.00      | \$145.00           |
| RAD LAB                         | 1.50     | \$108.75     | \$0.00      | \$108.75           |

|                   |                 |                     |                     |                     |
|-------------------|-----------------|---------------------|---------------------|---------------------|
| Sanders (EECS)    | 1.50            | \$108.75            | \$0.00              | \$108.75            |
| Majumdar, A. (ME) | 1.00            | \$72.50             | \$0.00              | \$72.50             |
| Pister (EECS)     | 1.00            | \$72.50             | \$0.00              | \$72.50             |
| <b>TOTAL:</b>     | <b>6,277.75</b> | <b>\$455,139.88</b> | <b>\$106,591.40</b> | <b>\$561,731.28</b> |