

**Priority:** Accountability  
**Program Offer Type:** Internal Service  
**Related Programs:**

**Lead Agency:** County Management  
**Program Contact:** John Lindenthal

**Program Characteristics:**

**Executive Summary**

The Capital Improvement Program actively monitors, upgrades, and improves the County's portfolio of Tier II\* and III\* (substandard) buildings. The Program preserves the County's assets by investing in improvements that maintain building values and provide accessible, functional, and energy efficient facilities.

**Program Description**

The Capital Improvement Program creates an annual 5-year Capital Plan that focuses on the County's 20 primary owned Tier II\* and III\*\* buildings. It works in conjunction with the long-term Facilities Strategic Plan which provides a basis for a sound investment strategy that addresses building needs and includes projects ranging from equipment upgrades to construction of new facilities. \*A Tier II building is one that is a desirable part of the County's long-term portfolio but that has significant deferred maintenance needs which must be addressed. \*\*A Tier III building is one that is uneconomic or impractical to improve to current County standards and is therefore designated for disposition. Capital expenditures are avoided or minimized in Tier III facilities pending disposition of the building, if possible.

**Program Justification**

The program allows Capital, bond/levy, grants, and other funding components to be distributed based on priorities established with the aid of a detailed needs assessment and a decision-scoring matrix. The program looks for project efficiencies and improvements that benefit the building users and extend the useful life of the building. The 5-year CIP Plan sets clear goals and fosters communication with all departments as well as providing a tool to facilitate collaboration with both internal and external clients and building users. Currently, the program is performing an estimate update that will more accurately project the required CIP fee rates over the next 30 years. This will better determine future funding potential and create a reliable device that can balance building requirements with program needs.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY06-07)	Current Year Purchased (FY07-08)	Current Year Estimate (FY07-08)	Next Year Offer (FY08-09)
Output	Completed CIP Projects	80.6%	100.0%	77.0%	85.0%
Outcome	Portion of Primary Owned Buildings which are rated as Tier I*	56.6%	60.0%	58.8%	58.8%
Outcome	Project Management Costs (\$/hr)	96	96	96	92

**Performance Measure - Description**

The metric (output) for completed projects are those adopted stand-alone projects that are scheduled to be completed in current fiscal year. Only multi-year projects which are scheduled for completion in the subject year are included in the metric. The project completion metric is now set at 85%. This allows for flexibility in adjusting project schedules due to County needs and unforeseen circumstances. Three projects are delayed due to operating program needs. In addition, staff turn-over had some impact on project completions. Also, there were two unplanned projects that have taken significant project manager resources which has affected the estimated FY08 project completion.

\*A Tier I building is one which is designated for long-term retention and which meets current County standards. There is a change in the FY09 project management rate calculation and the Program Manager is no longer in the calculation. Comparable project management costs at the City of Portland are \$100/hr in FY'08.

## Legal/Contractual Obligation

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2008	2008	2009	2009
Personnel	\$0	\$161,349	\$0	\$0
Contracts	\$0	\$23,053,705	\$0	\$0
Materials & Supplies	\$0	\$250,000	\$0	\$0
Internal Services	\$0	\$25,000	\$0	\$25,000
Capital Outlay	\$0	\$36,880,167	\$0	\$28,459,986
Subtotal: Direct Exps:	<b>\$0</b>	<b>\$60,370,221</b>	<b>\$0</b>	<b>\$28,484,986</b>
Administration	\$0	\$0	\$0	\$0
Program Support	\$0	\$470,828	\$0	\$634,177
Subtotal: Other Exps:	<b>\$0</b>	<b>\$470,828</b>	<b>\$0</b>	<b>\$634,177</b>
Total GF/non-GF:	<b>\$0</b>	<b>\$60,841,049</b>	<b>\$0</b>	<b>\$29,119,163</b>
Program Total:	<b>\$60,841,049</b>		<b>\$29,119,163</b>	
Program FTE	0.00	1.00	0.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$27,550,000	\$0	\$0
Intergovernmental	\$0	\$167,427	\$0	\$2,221,000
Other / Miscellaneous	\$0	\$32,652,794	\$0	\$16,456,941
Program Revenue for Admin	\$0	\$0	\$0	\$634,177
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$60,370,221</b>	<b>\$0</b>	<b>\$19,312,118</b>

## Explanation of Revenues

Revenues totaling \$6 million come from disposition & IGA initiatives and are programmed to pay for the disposition expenditures.

2507 Hansen \$2,000,000

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InterGovernmental Agreement (IGA) East County Justice Center (ECJC) 2507 City of Gresham \$2,000,000

CIP fees of \$2.55 per square foot of Tier II and III buildings.

FY09 fund 2507 cash transfer is \$3,033,777 is \$2.35 psf Note: the 8% increase this year (\$0.20/sq. ft.) will be paid for through One-Time-Only funding program offer 72057. The program will increase the AP rate to the required level in FY10 (2.75/sq. ft.) to maintain the 5-year projected funding

Additional Cash Transfer of \$15,584 for 1st year of Lincoln Bldg loan amortization repayment; program offer 702046

## Significant Program Changes

Last year this program was: #72049, Facilities Capital Improvement Program (CIP)