

**Lead Agency:** County Management

**Program Contact:** John Lindenthal

**Program Offer Type:** Internal Service

**Related Programs:** 72071A, 72072, 72071B

**Program Characteristics:** In Target

**Executive Summary**

The Capital Program Section provides the County with a long-term replacement plan for the major building systems in each of our buildings. The program prioritizes required work within available resources and provides all of the required construction, renovation and capital maintenance work in these buildings. The Strategic projects section is responsible for upfront planning and development of ideas, concepts and strategies for space optimization and various portfolio options. The majority of the funding for this Offer comes from the Capital Improvement Program (CIP) and Asset Preservation (AP) fees.

**Program Description**

The Capital Program Section is mainly funded by the Capital Improvement Program (#72071A), (72071B) and the Asset Preservation (#72072) Program Offers. The Section provides an annual assessment of all Capital facility needs and develops a specific strategy consistent with available funding, which permits the completion of improvements in carefully planned approach. The Section provides project management services including planning, design, and construction services. Project Managers ensure compliance with policies and statutory requirements such as, Federal, State and local regulations, Green Building policies, Minority Women Emerging Small Business (MWESB) policies and incorporate sustainable practices in accordance with County policies and the Climate Action Plan (CAP). Project managers are also responsible for coordinating project activities with building users (both internal and external users), consultants and contractors and are a resource for improving service delivery programs' operations in association with capital improvements. The Strategic Projects Section develops, evaluates and recommends various planning options for a cost effective portfolio. The result is buildings that are usable and functional for their intended uses. Project Managers assure that County capital projects are completed as planned and within their approved budgets. The Project Manager duties, in addition to Capital Improvement Program projects (CIP, Asset Preservation, etc.), include Service Request work from Departments, while taking into account the needs of operating programs and the need to accomplish work in a cost effective manner.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY09-10)	Current Year Purchased (FY10-11)	Current Year Estimate (FY10-11)	Next Year Offer (FY11-12)
Output	Output Completed Projects Program offers 72071A, 72071B and 72072 combined)	69.9%	85.0%	81.1%	85.0%
Outcome	Portion of Primary Owned Buildings which are rated as Tier 1*	60.0%	60.0%	60.0%	66.7%
Outcome	Project Management Costs (\$/hr)	95	91	91	91

**Performance Measure - Description**

Completed projects (Program offers 72071A, 72071B & 72072 combined). The measures for completed projects and project management costs encompass both the Capital Improvement Program (CIP) and Asset Preservation (AP) program offers. The metric (output) for completed projects are those adopted stand-alone projects that are scheduled (planned) to be completed in the 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 set at 85%. This allows for flexibility in adjusting project schedules due to County needs and unforeseen circumstances. In FY10, there were significant planned project delivery impacts due to American Recovery and Reinvestment Act (ARRA) Stimulus projects. In FY11 to date, we continue making progress in project completion metric. Unplanned and unscheduled work continues to affect planned projects completion.

\*A Tier 1 building is designated for long-term retention and meets current County standards. (MCIJ) Multnomah County Inverness Jail, the Laundry and Storage (3 buildings) are being moved to Tier 1 status and East County Courts (ECC) being completed in FY12. Also, although, it is anticipated that the Penumbra Kelly Bldg. will be on the market in FY12, it is uncertain a transaction will close in FY12. This is one of a small number of other opportunities being evaluated at this time. Therefore, only the MCIJ buildings move and ECC have been added to the metric calculation. Comparable project management costs at the City of Portland will be \$106/hr in FY12.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2011	2011	2012	2012
Personnel	\$0	\$1,633,508	\$0	\$1,720,285
Contracts	\$0	\$55,000	\$0	\$55,000
Materials & Supplies	\$0	\$34,590	\$0	\$45,114
Internal Services	\$0	\$51,420	\$0	\$35,420
Capital Outlay	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
<b>Total GF/non-GF:</b>	<b>\$0</b>	<b>\$1,774,518</b>	<b>\$0</b>	<b>\$1,855,819</b>
<b>Program Total:</b>	<b>\$1,774,518</b>		<b>\$1,855,819</b>	
Program FTE	0.00	14.00	0.00	14.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$0	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$1,229,716	\$0	\$1,855,819
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,229,716</b>	<b>\$0</b>	<b>\$1,855,819</b>

**Explanation of Revenues**

The Capital Improvement Program is primarily funded through a fee structure based on the rentable square footage of County owned facilities. The fee is at the FY11 rate of \$2.75 psf.

The Capital Improvement Program receives some revenues from Energy Trust Incentives and Business Energy Tax Credits (BETC) from the State of Oregon.

Additional funding may be recognized through Federal Grant, Financing Proceeds, Inter Governmental Agreement, Interest Earnings and Sales to the Public.

**Significant Program Changes****Last year this program was:**

Last year this program was: #72070, Facilities Capital Operating Costs. A limited duration project manager has been hired to provide additional resources on the deferred maintenance bond projects.