

Lead Agency: Department of County

Program Contact: John Lindenthal

Program Offer Type: Internal Service

Related Programs: 78003, 78006, 78007, 78012

Program Characteristics: Climate Action Plan

Executive Summary

The Capital Program Section provides the County with a long-term replacement plan for the major building systems in all County owned 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 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 (#78006) and the Asset Preservation (#78007) 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 a carefully planned approach. The section provides project management services including planning, design, and construction services. Project Managers ensure compliance with policies and statutory requirements including Federal, State and local regulations, Green Building policies, and Minority Women Emerging Small Business (MWESB) policies. They incorporate sustainable practices in accordance with County policies and the Climate Action Plan (CAP 18-1, 18-2, 18-4, 18-8, 18-9). 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 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 coordinating 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 (FY10-11)	Current Year Purchased (FY11-12)	Current Year Estimate (FY11-12)	Next Year Offer (FY12-13)
Output	Output Completed Projects Program offers 78006 and 78007 combined	80.0%	85.0%	84.5%	85.0%
Outcome	Portion of Primary Owned Buildings which are rated as Tier 1	65.4%	66.7%	66.7%	66.7%
Outcome	Project Management costs (\$/hr)	91	91	91	92
Quality	Provide monthly FM Capital Status Report	0	0	0	12

Performance Measure - Description

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.

A Tier I building is one which is designated for long-term retention and which meets current County standards. East County Courthouse (ECC) will be completed in FY12. Penumbra Kelly Bldg. disposition transaction will close June 30, 2012. These are in the FY12 estimate for Tier 1 building metric. Comparable project management costs at the City of Portland in FY12 are \$106/hr.

Reporting of a monthly Capital Project Status Report started November 2011.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2012	2012	2013	2013
Personnel	\$0	\$1,351,551	\$0	\$1,309,869
Contracts	\$0	\$5,000	\$0	\$5,000
Materials & Supplies	\$0	\$34,500	\$0	\$35,900
Internal Services	\$0	\$29,081	\$0	\$30,151
Capital Outlay	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Cash Transfer	\$0	\$0	\$0	\$0
Unappropriated & Contingency	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$1,420,132	\$0	\$1,380,920
Program Total:	\$1,420,132		\$1,380,920	
Program FTE	0.00	14.00	0.00	11.00
Program Revenues				
Indirect for dep't Admin	\$0	\$0	\$0	\$0
Fees, Permits & Charges	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Other / Miscellaneous	\$0	\$1,420,132	\$0	\$1,380,920
Total Revenue:	\$0	\$1,420,132	\$0	\$1,380,920

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 FY13 fee is \$3.20 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: #78007, Facilities Capital Operating Costs

A limited duration project manager is providing additional resources on the deferred maintenance bond projects which ends August 2012.