Multnomah County				
Program #78006 - Facilities Capital Operation Costs				7/21/2015
Department:	County Assets	Program Contact:	John Lindenthal	
Program Offer Type:	Internal Service	Program Offer Stage:	As Adopted	
Related Programs:	78007-16, 78008-16			
Program Characteristic	s:			

**Executive Summary** 

The Capital Program Section manages the County's long-term replacement plan for the major building systems in all County owned buildings. The program prioritizes required work with available resources and provides management and oversight of all 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 Summary**

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. 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, and Library District) 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.

The Capital Program Section is funded by the Capital Improvement Program (#78007-16) and the Asset Preservation (#78008-16) 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.

Performance Measures						
Measure Type	Primary Measure	FY14 Actual	FY15 Purchased	FY15 Estimate	FY16 Offer	
Output	Completed Projects -% of planned fiscal year projects to be completed. (POs 78007-16 & 78008-16 combined.)	88.5	85.0	92.3	85.0	
Outcome	Percent of Primary Owned Buildings rated as Tier 1	66.7	66.7	56.3	56.3	
Quality	Provide monthly FM Capital Status report.	12	12	12	12	

#### Performance Measures Descriptions

PM #1: Combination of CIP and AP program offer metrics is set at 85%. This allows flexibility for changes due to County needs.

PM #2: FY15 percentage decline is due to the Library District formation, Wikman building disposition and anticipated Women's Transition Buildings (3).

PM #3: Monthly Capital Project Status reporting.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds	
Program Expenses	2015	2015	2016	2016	
Personnel	\$0	\$1,246,530	\$0	\$1,234,866	
Contractual Services	\$0	\$5,000	\$0	\$15,000	
Materials & Supplies	\$0	\$35,300	\$0	\$37,300	
Internal Services	\$0	\$39,935	\$0	\$41,134	
Total GF/non-GF	\$0	\$1,326,766	\$0	\$1,328,300	
Program Total:	\$1,32	\$1,326,766		\$1,328,300	
Program FTE	0.00	9.00	0.00	9.00	

Program Revenues				
Other / Miscellaneous	\$0	\$1,604,641	\$0	\$1,475,288
Total Revenue	\$0	\$1,604,641	\$0	\$1,475,288

# **Explanation of Revenues**

This program is funded through internal service reimbursements from departments and from the Capital Improvement and Asset Preservation Funds.

## Significant Program Changes

Last Year this program was: FY 2015: 78005 Facilities Capital Operation Costs