

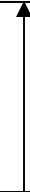
# **Multnomah County Department of County Assets**

**Budget Work Session  
May 24, 2011**

# Department Overview

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- Evolutionary Process
- Interim, Incremental Changes
- Long Term View



# Department of County Assets

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- Integrate primary assets
- Create financial accountability and efficiency
- Implement best practices: asset portfolio management

# Who We Are

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- DCM Business Services Unit
- DCM Human Resources Unit
- Facilities and Property Management
- Fleet, Records, Electronics, Distribution, and Stores
- Office of Information Technology

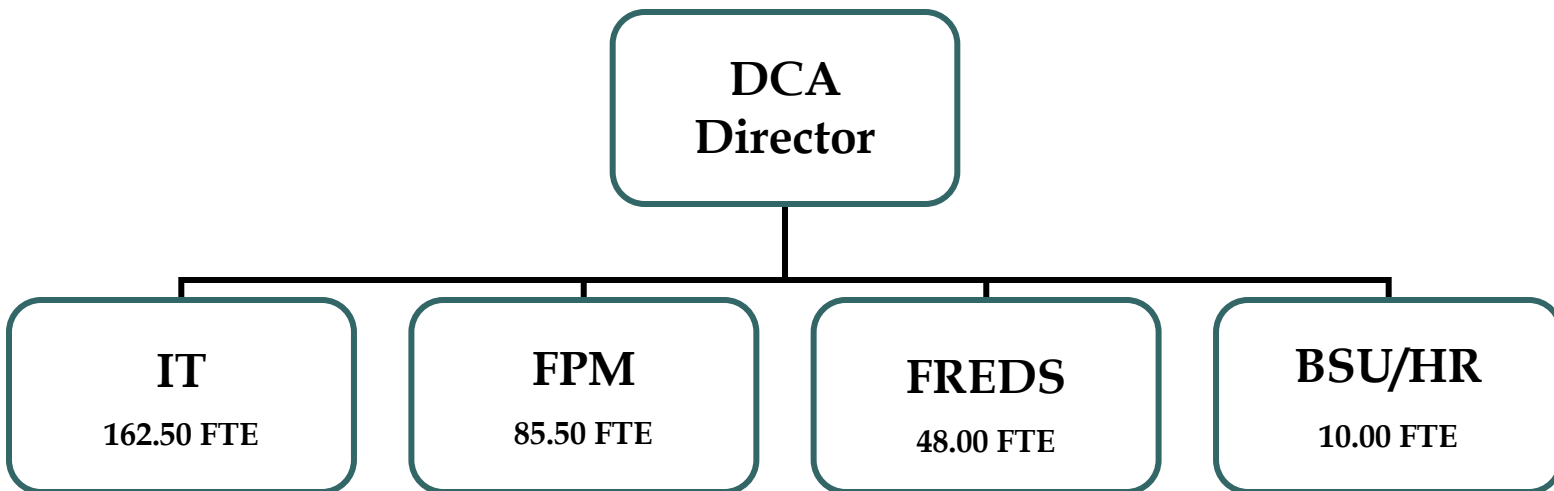
# Landscape

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- FTE ~308.7
- Buildings ~134
- Rentable Square Feet ~3.2 M
- Help Desk Tickets ~38,400 annually
- Computers, Laptops, and Tablets ~5,156
- Business Applications ~216
- Items Distributed by Central Stores ~1.3 M
- Records Maintained ~ 120 M
- Fleet Rolling Stock ~700 vehicles

# DCA Organizational Chart

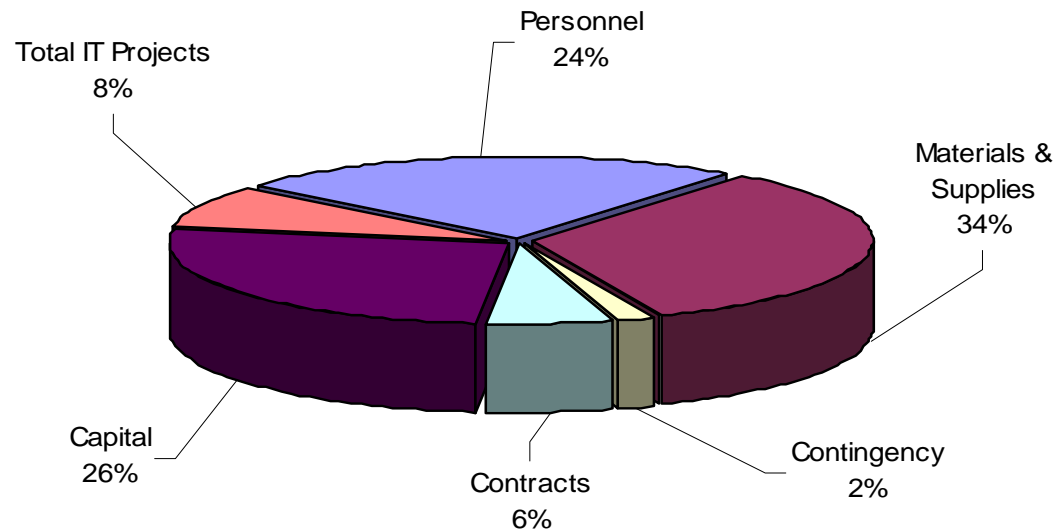
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# DCA FY 2012 Expense Budget

## DCA Total (in Millions)

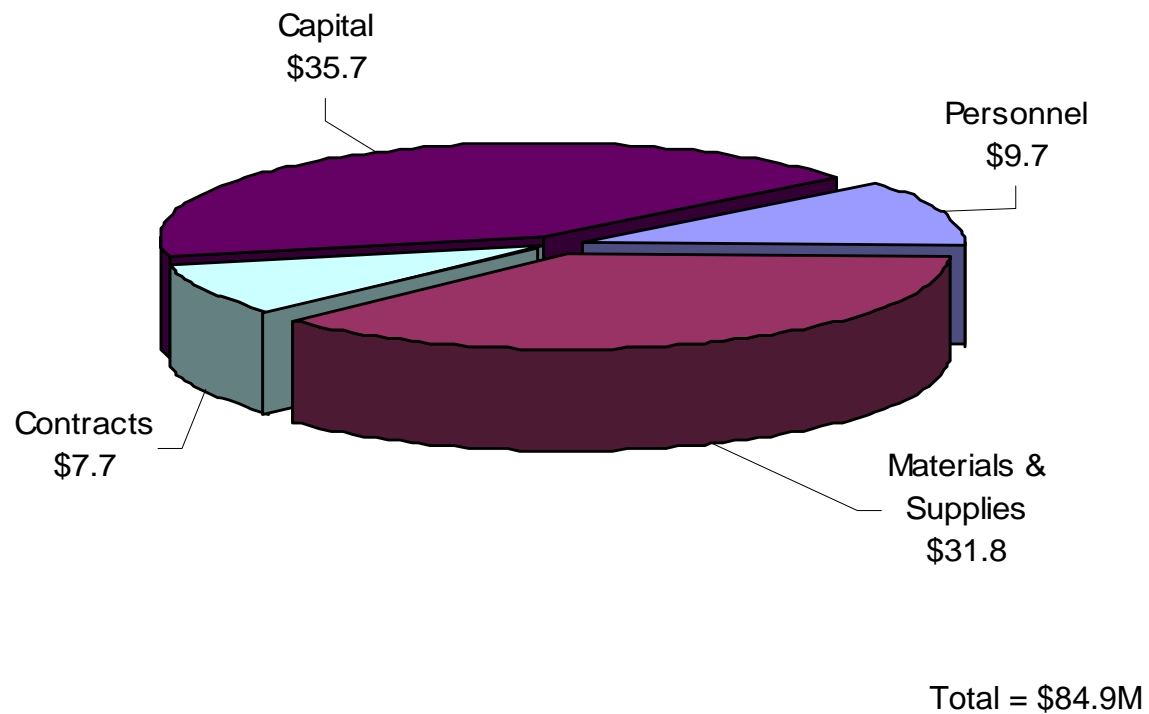
Personnel	\$37.6
Materials & Supplies	\$51.5
Contingency	\$2.9
Contracts	\$9.4
Capital	\$40.1
Total IT Projects	\$13.0
<b>Total:</b>	<b>\$154.5</b>



# FPM FY 2012 Expense Budget

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(in Millions)

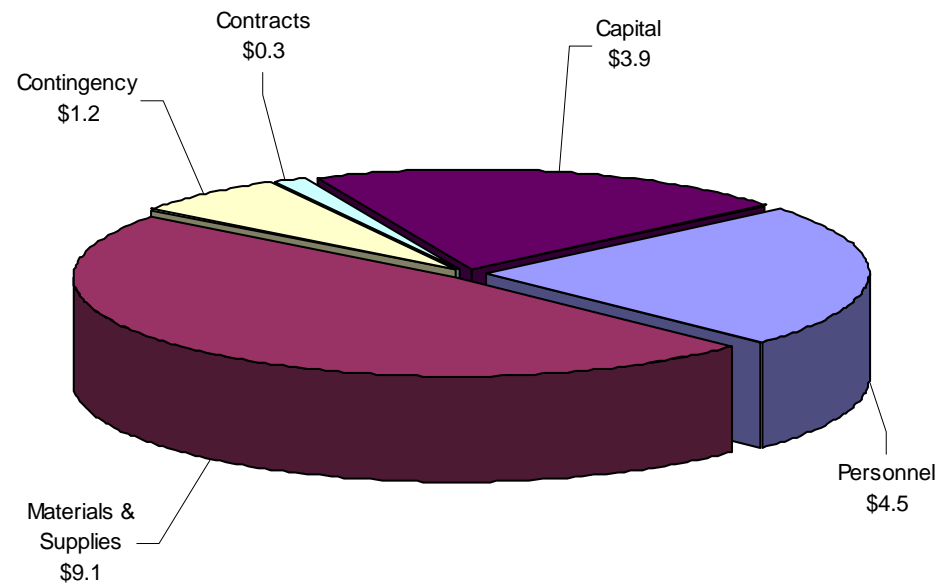




# FREDS FY 2012 Expense Budget

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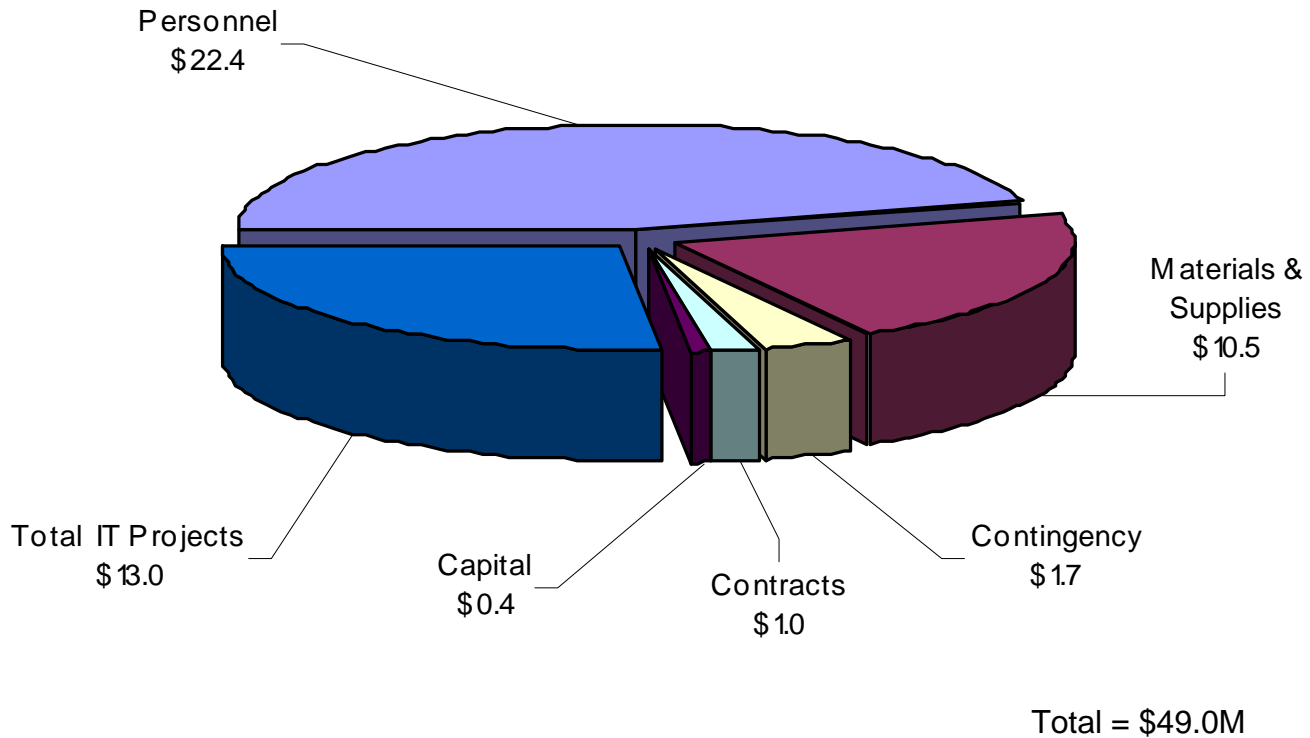
(in Millions)



Total = \$19.0M

# IT FY 2012 Expense Budget

(in Millions)



# BSU/HR FY 2012 Expense Budget

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- DCM BSU Budget, \$1 M
- DCM HR Budget, \$0.6 M

# What We Do

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- Procure and/or Construct New Assets
  - Buildings
  - Business Applications and Websites
  - Vehicles
  - Central Stores Commodities
- Deploy, Manage and Maintain Assets
  - Leased and Owned Properties
  - Computers, Networks, Business Applications, Websites
  - Fleet Vehicles and Motor Pool
  - Records and Mail
  - Central Stores Stock
  - Specialized Electronics
- Provide Administrative Services
  - Human Resources
  - Finance and Budget
  - Contracts and Procurement

# Who We Serve

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- Multnomah County
  - Departments
  - Non-departmental Organizations
  - Internal Service Providers
- State of Oregon
  - Courts
  - Oregon Health Authority
  - Department of Administrative Services
- City Governments
  - Portland
  - Gresham
- Portland Public Schools
- Oregon Community Health Information Network
- Non-profits

# Performance

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- Program Offer Measures
- Operational Performance Measures
- Manager Performance
- Employee Performance

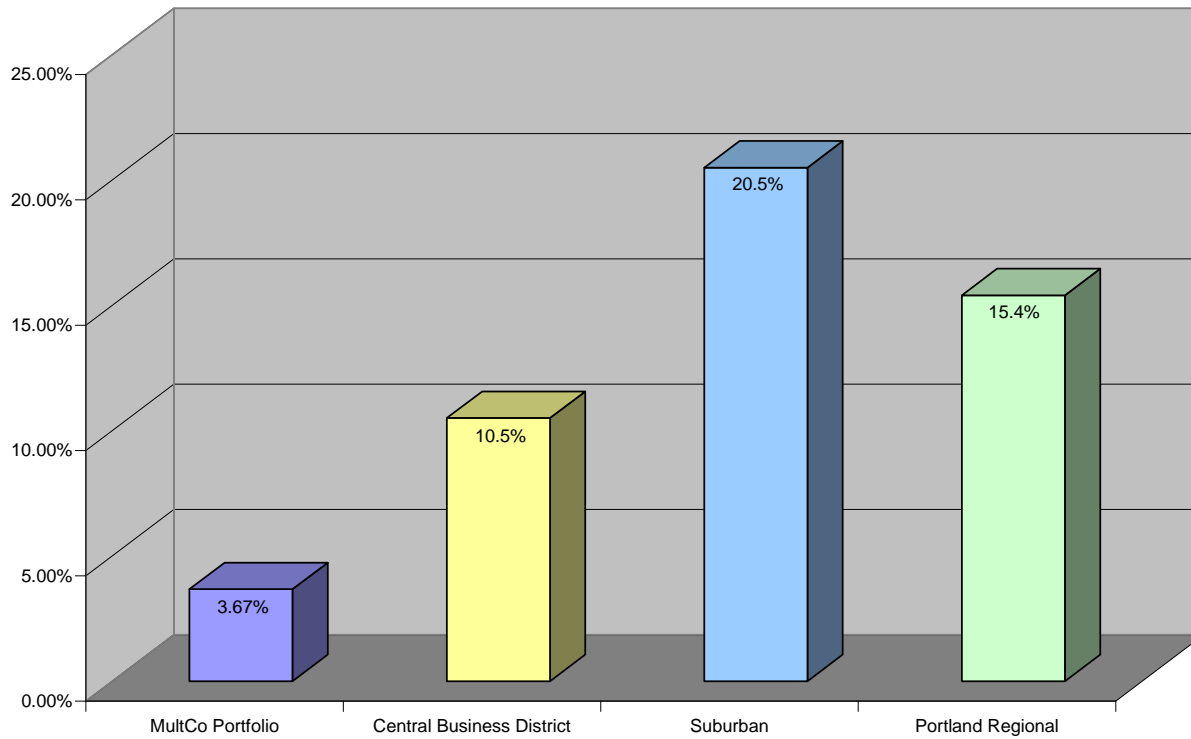
# Key Performance Measures

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- Vacancy Rates, 3.67%
- Average Age of Facilities, ~46 years
- 7,500 lbs of recycled toner cartridges, ~\$36,000 savings
- 9% increase in use of 100% recycled paper, ~68%
- Help Desk Calls Resolved, ~70%
- Quarterly Projects Completed, ~80%

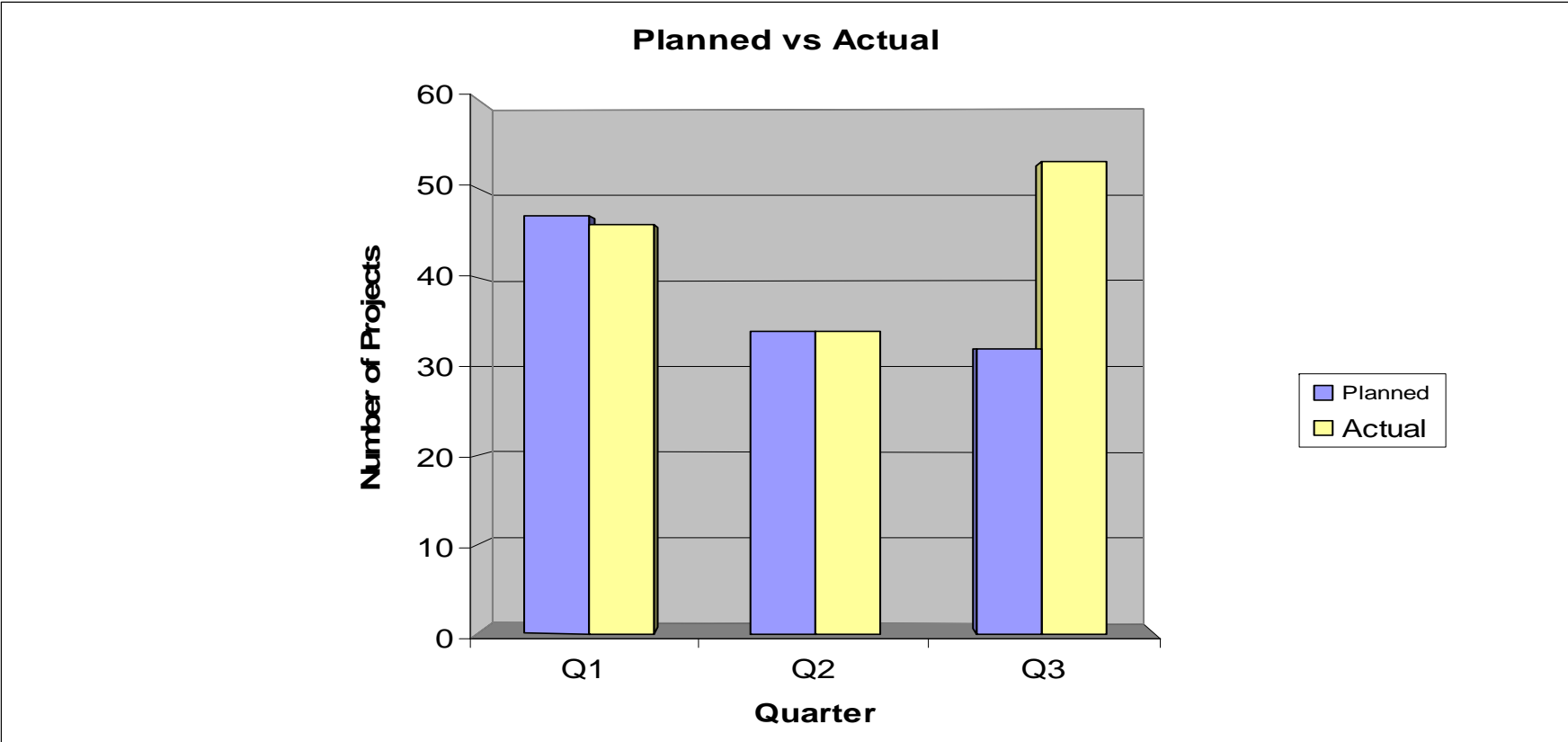
# FPM Vacancy Rates

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# IT Quarterly Projects Completed



# Accomplishments

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- Business Services
- Human Resources
- Facilities and Property Management
- Fleet, Records, Electronics, Distribution, and Stores
- Information Technology

# Values and Guiding Principles

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- Budget Office Guidance
- Customer Input
- Employee Input
- “First Do No Harm”

# Process Perspective



© Investors in People - UK Commission for Employment and Skills

# Program Offer Overview

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- Department of County Management Divisions
- Department of County Management Business Services and Human Resources
- Office of Information Technology

# One Time Only/New

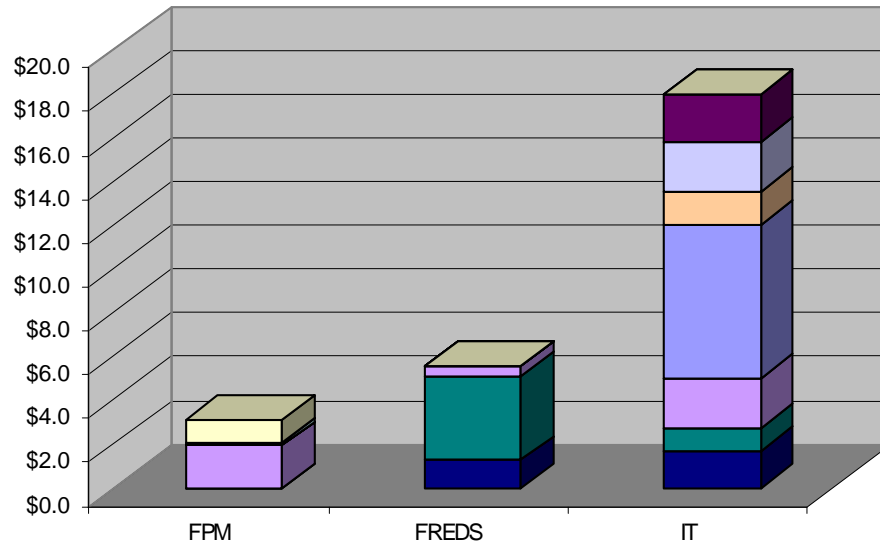
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- Offer 78008 – Capital Improvement & Asset Preservation, 8% or \$448 K
- Offer 78010 – Local Improvement District Project, \$380 K
- Offer 78001 – FPM Asset Strategic Plan/DCA BPI, \$350 K
- Offer 95000 – Health, Life, Safety and Seismic, \$1 M\*
- Offer 78024B – IT Innovation and Investment, \$1.5 M\*
- Offer 72030 – Budget Office Transfer, \$1.0 M\*

\*Contingency or transfer

# DCA Beginning Working Capital

(in Millions)



(in Millions)

- Fund Repayment\*
- BWC
- Projects in Process
- Approved Projects
- New Projects
- Modernization Projects
- Net Rate Buydown
- Asset Replacement
- Contingency

	<u>FPM</u>	<u>FREDS</u>	<u>IT</u>
Fund Repayment*	\$ 1.1	\$ -	\$ -
BWC	\$ 0.1	\$ -	\$ -
Projects in Process	\$ -	\$ -	\$ 2.2
Approved Projects	\$ -	\$ -	\$ 2.3
New Projects	\$ -	\$ -	\$ 1.5
Modernization Projects	\$ -	\$ -	\$ 7.0
Net Rate Buydown	\$ 1.9	\$ 0.5	\$ 2.3
Asset Replacement	\$ -	\$ 3.8	\$ 1.0
Contingency	\$ -	\$ 1.2	\$ 1.7
<b>Total</b>	<b>\$ 3.1</b>	<b>\$ 5.5</b>	<b>\$ 18.0</b>

Total = \$26.6 M

\* A technical amendment for intra-fund loan payment is in process.

# State Cuts

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- Driven by Departmental Impacts
- Reduction of Variable Costs
- Reallocation of Fixed Costs



# Program Constraints/Cuts

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- 4% Constraint
- Span of Control
- Reclassifications

# Issues, Risks, and Challenges

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- Organizational and Cultural Change
- High Priority and High Risk Projects
- Retention and Recruitment
- Long-term Capital Funding

# Questions

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