



**Program #78205 - Facilities Capital Improvement Program** FY 2024 Proposed

**Department:** County Assets **Program Contact:** Greg Hockert

**Program Offer Type:** Internal Service **Program Offer Stage:** Proposed

**Related Programs:** 78204, 78206A, 78213

**Program Characteristics:**

**Executive Summary**

The Capital Improvement Program actively monitors, upgrades, and improves the County's portfolio of Tier II and III buildings. The program preserves the County's assets by investing in improvements that maintain building values and provide accessible, maintainable, functional, and energy efficient facilities for the operating programs. Decisions are based on these priorities: life, safety, fire, and equity. The majority of the funding for this offer comes from the fees from Capital Improvement Program fees (CIP), but also from projects funded by one-time-only offers, grants, and client funded projects.

**Program Description**

The Capital Improvement Program (CIP) provides funding for the annual 5-year Capital Plan that focuses on the County's primary owned Tier II and III buildings. A Tier II building is one that is a desirable part of the County's long-term portfolio but has significant deferred maintenance needs which must be addressed. A Tier III building is one that is not economical or is impractical to bring to 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.

The program allows Capital fees, 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 that prioritizes fire, life, safety, maintainability, equipment life cycle, and equity. The program looks for project efficiencies that benefit the maintenance staff, building users, and extend the useful life of the building, plus a strong allocation of project funds to diverse local vendors.

The 5-year CIP Plan sets clear goals to distribute project funds equitably across County departments and buildings. The plan fosters communication with departments as well as providing a tool to facilitate collaboration with both internal and external clients and building users.

**Performance Measures**

Measure Type	Primary Measure	FY22 Actual	FY23 Budgeted	FY23 Estimate	FY24 Offer
Output	Number of new projects added to the Capital Improvement Program projects portfolio	5	6	7	10
Outcome	Percent of projects planned for completion during a fiscal year that are completed in that fiscal year.	64%	75%	55%	60%

**Performance Measures Descriptions**

- PM #1 - Number of new capital projects added to the Capital Improvement Program (CIP) 5-year plan portfolio to be implemented and managed by FPM project managers in the fiscal year.
- PM #2 - Percent of projects scheduled to be completed during a fiscal year that are actually completed in that fiscal year.

## Legal / Contractual Obligation

There are a number of projects carrying over into FY 2024 that have contractual obligations to vendors and/or service providers.

## Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2023	2023	2024	2024
Contractual Services	\$0	\$23,385,826	\$0	\$25,589,977
Materials & Supplies	\$0	\$116,400	\$0	\$0
Capital Outlay	\$0	\$521,843	\$0	\$535,219
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$24,024,069</b>	<b>\$0</b>	<b>\$26,125,196</b>
<b>Program Total:</b>	<b>\$24,024,069</b>		<b>\$26,125,196</b>	
<b>Program FTE</b>	0.00	0.00	0.00	0.00

Program Revenues				
Other / Miscellaneous	\$0	\$12,425,892	\$0	\$13,257,964
Financing Sources	\$0	\$171,068	\$0	\$163,398
Interest	\$0	\$75,000	\$0	\$150,000
Beginning Working Capital	\$0	\$11,196,032	\$0	\$12,397,277
Service Charges	\$0	\$156,077	\$0	\$156,557
<b>Total Revenue</b>	<b>\$0</b>	<b>\$24,024,069</b>	<b>\$0</b>	<b>\$26,125,196</b>

## Explanation of Revenues

Fund 2507 Capital Improvement Program:  
BWC \$11.9 million from project carryover; \$0.5 million from asset replacement program offer  
IGA City of Portland share of Justice Center Projects \$0.1 million  
Intl Svc Reimbursement CIP fee from County occupants \$5.3 million  
Cash transfer revenue from external clients \$0.2 million  
Other revenue \$8.0 million from client funded projects  
Interest income \$0.1 million

## Significant Program Changes

Last Year this program was: FY 2023: 78205 Facilities Capital Improvement Program