

**Department:** County Assets **Program Contact:** Scott Churchill  
**Program Offer Type:** Innovative/New Program **Program Offer Stage:** As Requested  
**Related Programs:**  
**Program Characteristics:** One-Time-Only Request, In Target

**Executive Summary**

The Department of Community Justice (DCJ) and the Facilities and Property Management Division (FPM) identified the need to acquire an asset in a mid-county location to consolidate four separate sites into a single County owned campus. This will increase operational efficiency, align departmental points of service with their client base and eliminate the lease risks associated with the existing leased facilities. In FY 2017, the County purchased a three building office development property with approximately 36,000 rental square feet located on a 2.46 acre site at 1245-1415 SE 122nd Ave in Portland.

**Program Summary**

In FY 2018, FPM will complete design and construction documents to renovate the existing buildings into high performing facilities. On the new property, this program envisions the co-location of DCJ District Managers, seven Parole and Probation units, space for Teaming Partners, a client Resource Center, a Training Facility for Parole Officers, a Community Services support facility and convenient staff amenities including break areas, respite room, fitness room and showers. As part of the Facilities Strategic Asset Plan, the majority of these functions will be relocated from facilities with expiring leases or properties that the County is planning to re-position. Some functions will be relocated from the Mead Building to better serve the central Mid-County area.

Goals for this new mid-county facility include:

- Creating a campus environment that serves clients in a centrally located and easily accessible area
- Providing a community resource center
- Providing a safe and secure facility for staff, clients and neighbors
- Achieving cost efficiency by co-locating services
- Increasing efficiency of work areas in terms of hoteling and space utilization
- Supporting public transit and providing convenient transit connections for staff and clients

**Performance Measures**

Measure Type	Primary Measure	FY16 Actual	FY17 Purchased	FY17 Estimate	FY18 Offer
Output	Complete schematic design, design documents and construction documents for permit application.	N/A	N/A	N/A	100%
Outcome	Presentation to the Board of County Commissioners to approve financing plan.	N/A	N/A	N/A	1

**Performance Measures Descriptions**

PM 1 Output: Obtain BCC approval of schematic design, design documents and construction document including permitting application

PM 2 Outcome: Obtain BCC approval of financing plan developed by CFO.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2017	2017	2018	2018
Personnel	\$0	\$0	\$0	\$77,063
Contractual Services	\$0	\$6,750,000	\$0	\$6,471,970
Internal Services	\$0	\$0	\$0	\$136,192
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$6,750,000</b>	<b>\$0</b>	<b>\$6,685,225</b>
<b>Program Total:</b>	<b>\$6,750,000</b>		<b>\$6,685,225</b>	
<b>Program FTE</b>	0.00	0.00	0.00	0.00

Program Revenues				
Financing Sources	\$0	\$6,750,000	\$0	\$5,250,000
Beginning Working Capital	\$0	\$0	\$0	\$1,435,225
<b>Total Revenue</b>	<b>\$0</b>	<b>\$6,750,000</b>	<b>\$0</b>	<b>\$6,685,225</b>

Explanation of Revenues

- This program offer will be funded by the following:
- \$1,435,225 in carryover from FY 2017.
  - \$5,250,000 from County Bond Sale.

Significant Program Changes

Last Year this program was: