



Department of County Assets FY 2018 Proposed Budget

Presented to the
Board of County Commissioners

Multnomah County
April 26, 2017

Located at: www.multco.us/budget

Agenda

- Introduction
 - CBAC
- Department Budget Overview
- Budget Overview by Division
- General Fund Reductions
- New, One-Time-Only (OTO), General Fund
- Legislative Impacts & Future Policy Issues
- Summary
- Questions



Citizen Budget Advisory Committee

Cormac Burke, Committee Chair

- Ben Brady
- Brandon Harris
- Robert Stabbert
- Trent Wilson

 Office of Citizen Involvement

M U L T N O M A H C O U N T Y O R E G O N



Department of County Assets: Introduction



Information Technology



Distribution Services



Records Management &
Archives

Who is DCA?



Fleet & Motorpool



Facilities & Property
Management



Administrative Services
Hub



Mission, Vision, Values

Department of County Assets Mission, Vision, and Values

MISSION

We actively plan, acquire, implement, and preserve core assets to effectively advance Multnomah County's services to the community.

VISION

As Multnomah County's infrastructure backbone, we lead innovative, sustainable best practices, redefining when, where, and how our local government operates.

CORE VALUES

Integrity - We are honest and trustworthy in all aspects of our work. We are each personally accountable for the highest standards of behavior.

Collaboration - We have close, cooperative working relationships with our customers and each other. We see the possibilities from others' perspectives. We say "yes" to the right projects.

Leadership - We are talented employees effectively applying our expertise to address business challenges. We lead through our competence, creativity, and collaboration.

Diversity - We treat one another with dignity and respect and take pride in the significant contributions that come from diverse individuals and ideas. We pursue inclusion and social justice for everyone.

Excellence - We exceed customer expectations in affordability, quality, and delivery. We strive to be better tomorrow than we were yesterday. We celebrate our successes.

Innovation - We embrace change openly and enthusiastically. We always consider new ideas and encourage ingenuity and resourcefulness.

Responsibility - We are accountable for the resources entrusted to us. We use good judgment and sound thinking when making technical and financial decisions. We deliver results.

Sustainability - We believe in a sustainable future and the triple bottom line: equity, economy, and environment. We champion sustainable practices in all areas of our work.

TAGLINE

Inclusive Workplace. Innovative Technologies. Sustainable Practices. Creative Synergies.



Guiding Principles

Triple Bottom Line

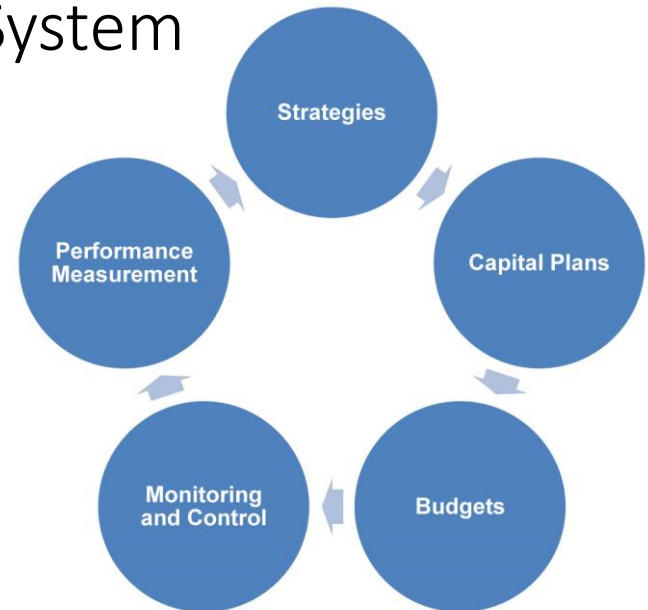


Inclusive Workplace. Innovative Technologies. Sustainable Practices. Creative Synergies



Budget Highlights: Themes

- Deliver large capital projects
 - Multnomah County Central Courthouse
 - Multnomah County Health Department Headquarters
 - Enterprise Resource Planning System
- Asset Management
 - Capital Planning
 - IT Fitness Assessment
 - Facilities Asset Strategic Plan
 - Secure and Resilient



Budget Highlights: Equity Approach

- Dedicate Resources
 - Department-Wide Assessments
 - Consultations with Managers, Teams and Individuals
- Promote Employee Resource Groups
 - Participation by Our Employees
 - First Departmental Employee/ERG Open House
- Build Connections
 - Employee All Staff Event
 - Regular Community Service Events



Who We Serve/What We Do

Initiated **construction** for **two** major **facilities** projects

Processed **27,000** facility work orders

Maintained **62,000,000** files and **1,000** databases

Reduced specific **Cyber exposures** from **36%** to **8%**

Offset **100%** of carbon emissions via **Renewable Energy Credits***

Added **24,000** gallons of **on-site fuel**

Opened and maintained **3** new **homeless shelters**

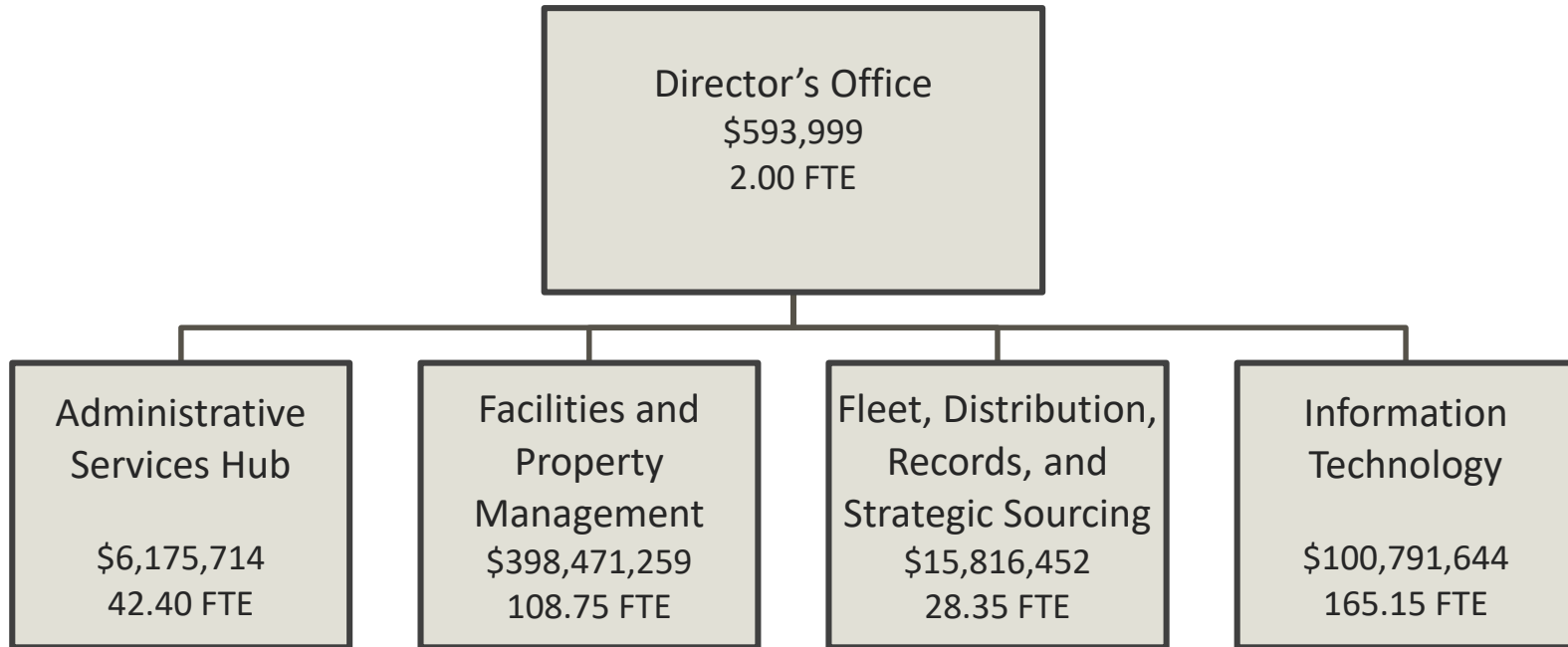
Hosted **1st** Employee Resource Group **Open House**

Donated **1,885** items to **Free Geek**

*From electricity use in County Facilities



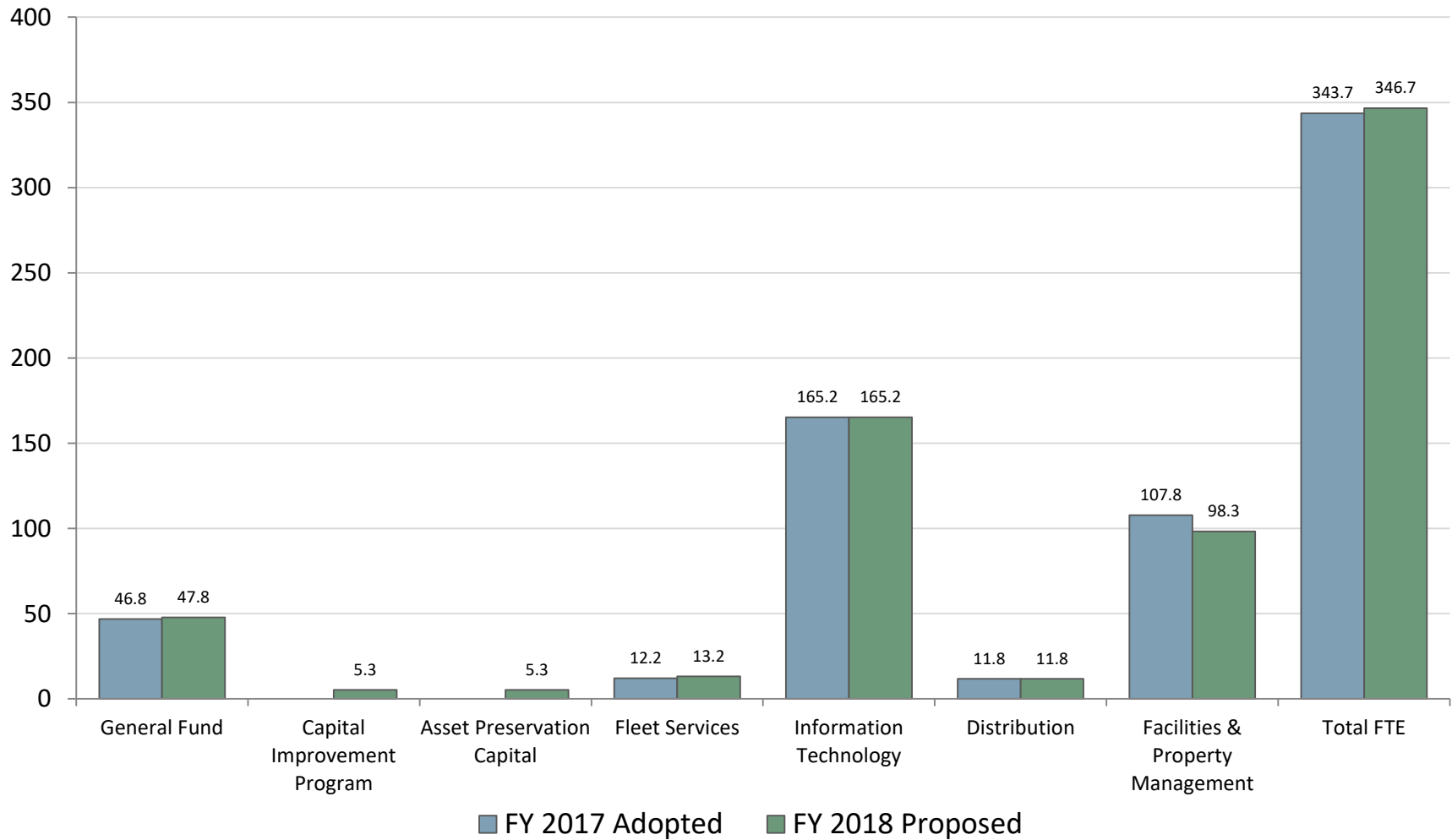
Organizational Chart



Overall Span of Control: 1:10.64

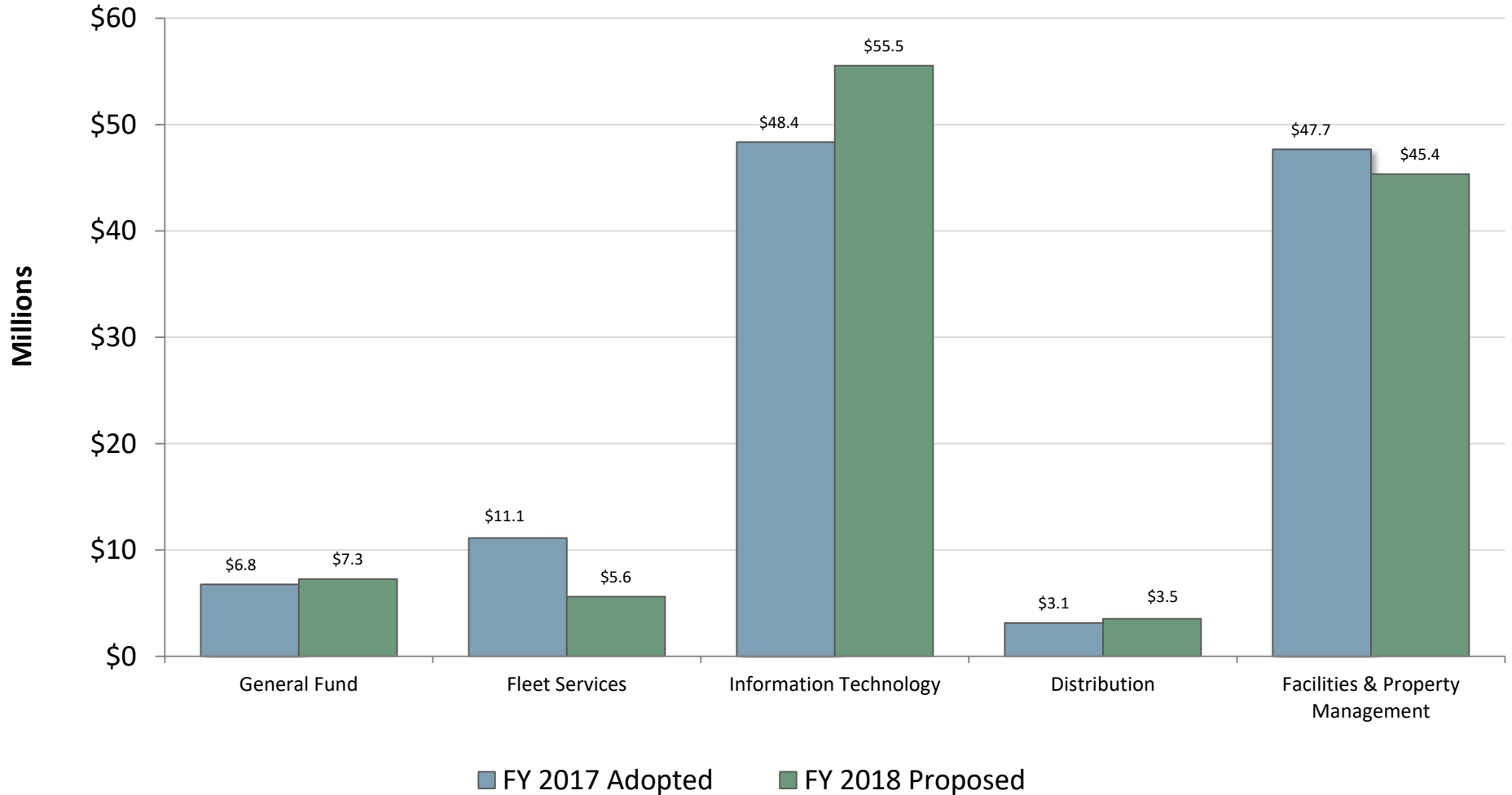


FTE by Fund – 346.7 FTE



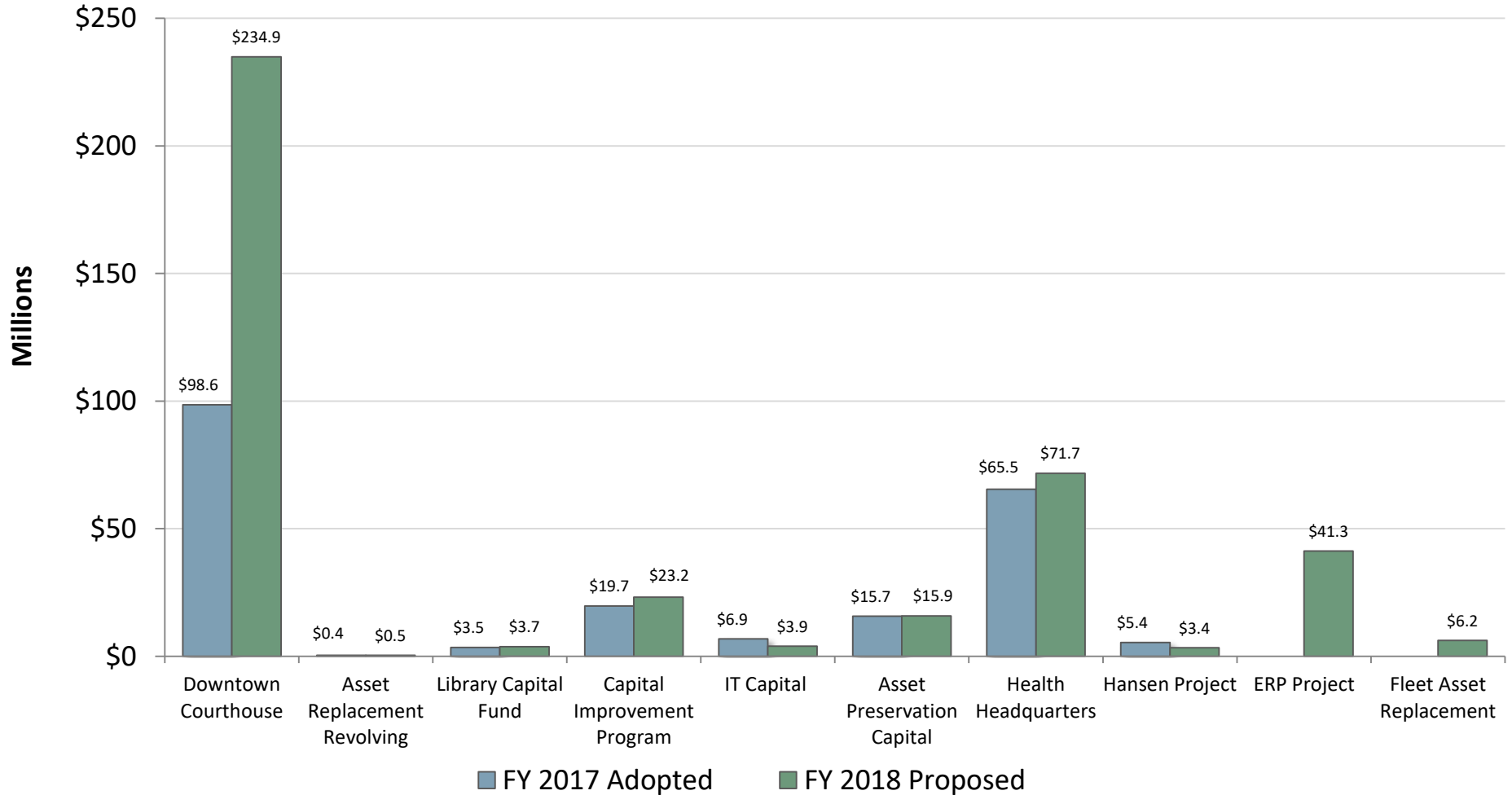
Budget by Fund - \$521.8M (*Expenditures*)

Operations



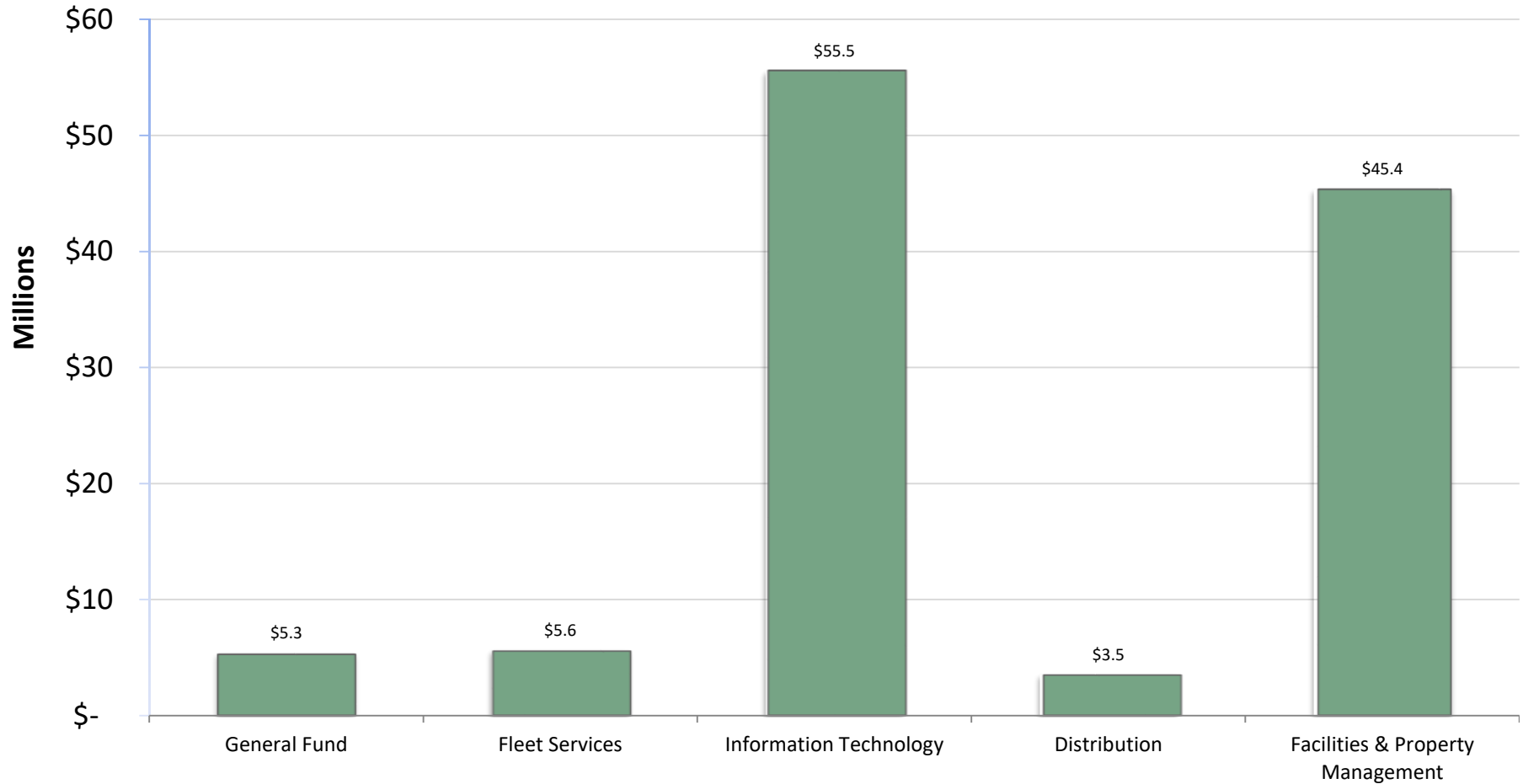
Budget by Fund - \$521.8M (*Expenditures*)

Capital



Budget by Funding Source - \$520.1M (Revenues)

Operations

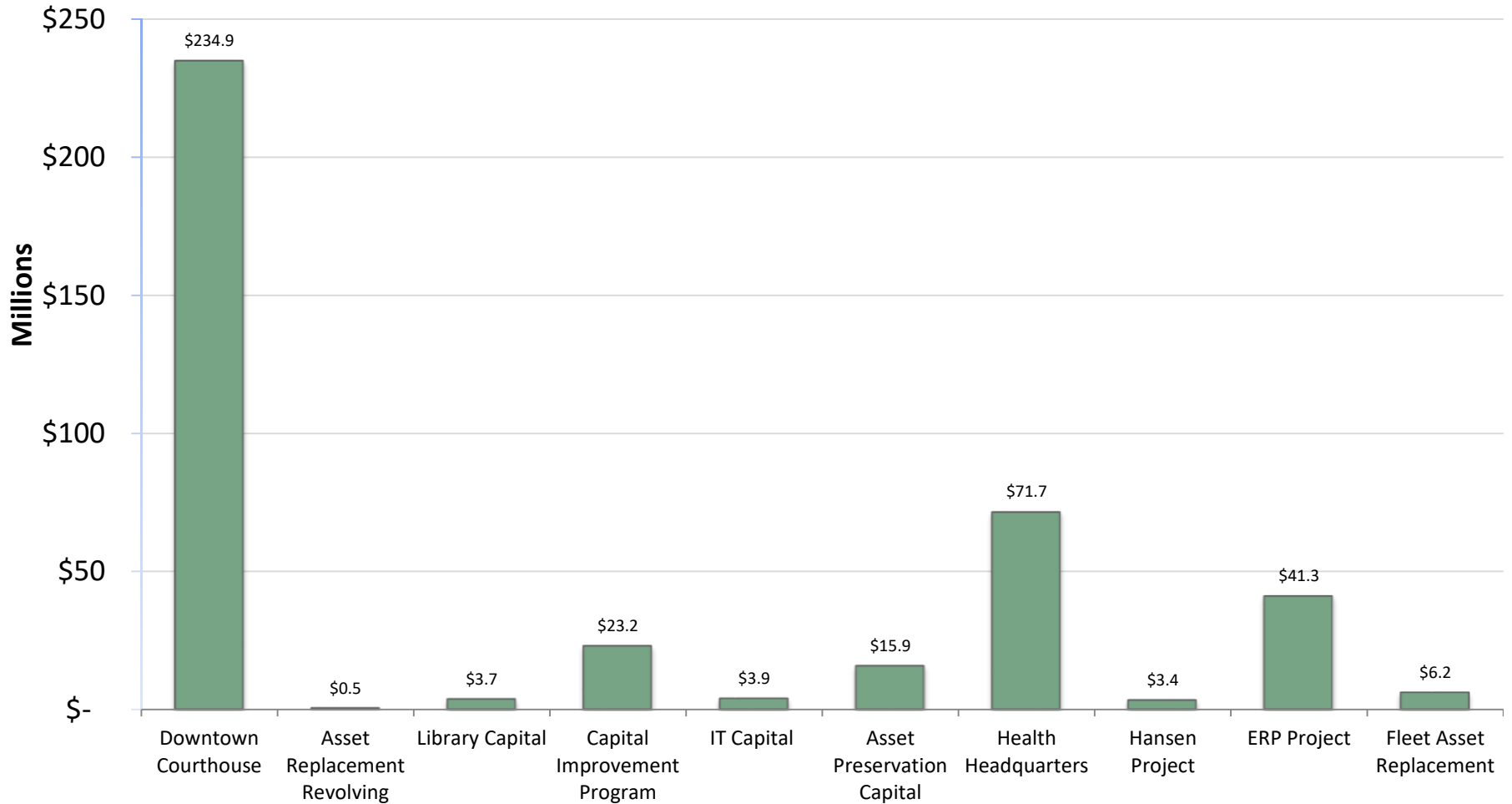


Does not include cash transfers, contingencies, or unappropriated dollars



Budget by Funding Source - \$520.1M (Revenues)

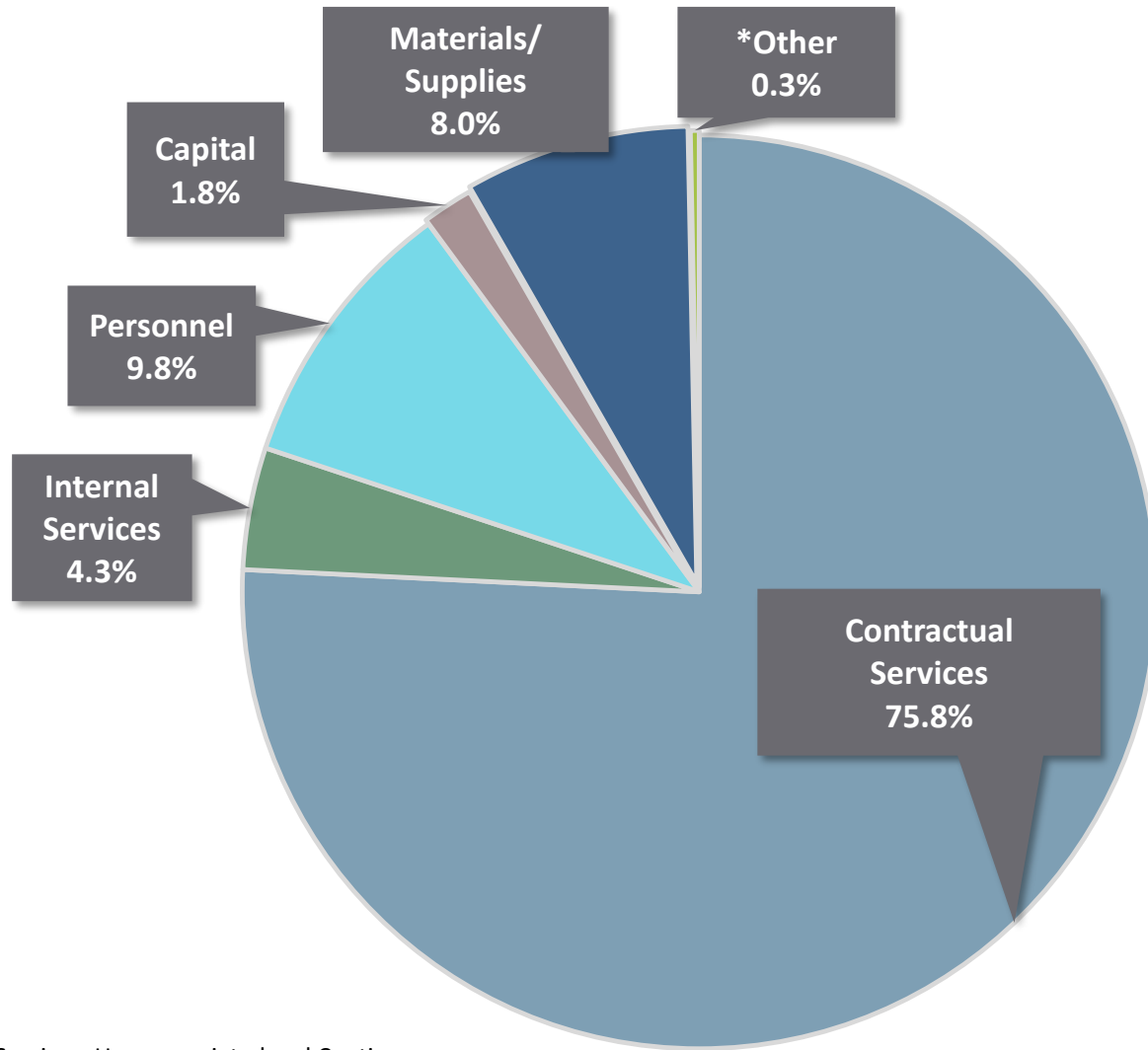
Capital



Does not include cash transfers, contingencies, or unappropriated dollars



Budget by Category - \$521.8M



*Cash Transfers, Debt Services, Unappropriated and Contingency





FY 2018 Proposed Budget by Division

DCA Director's Office

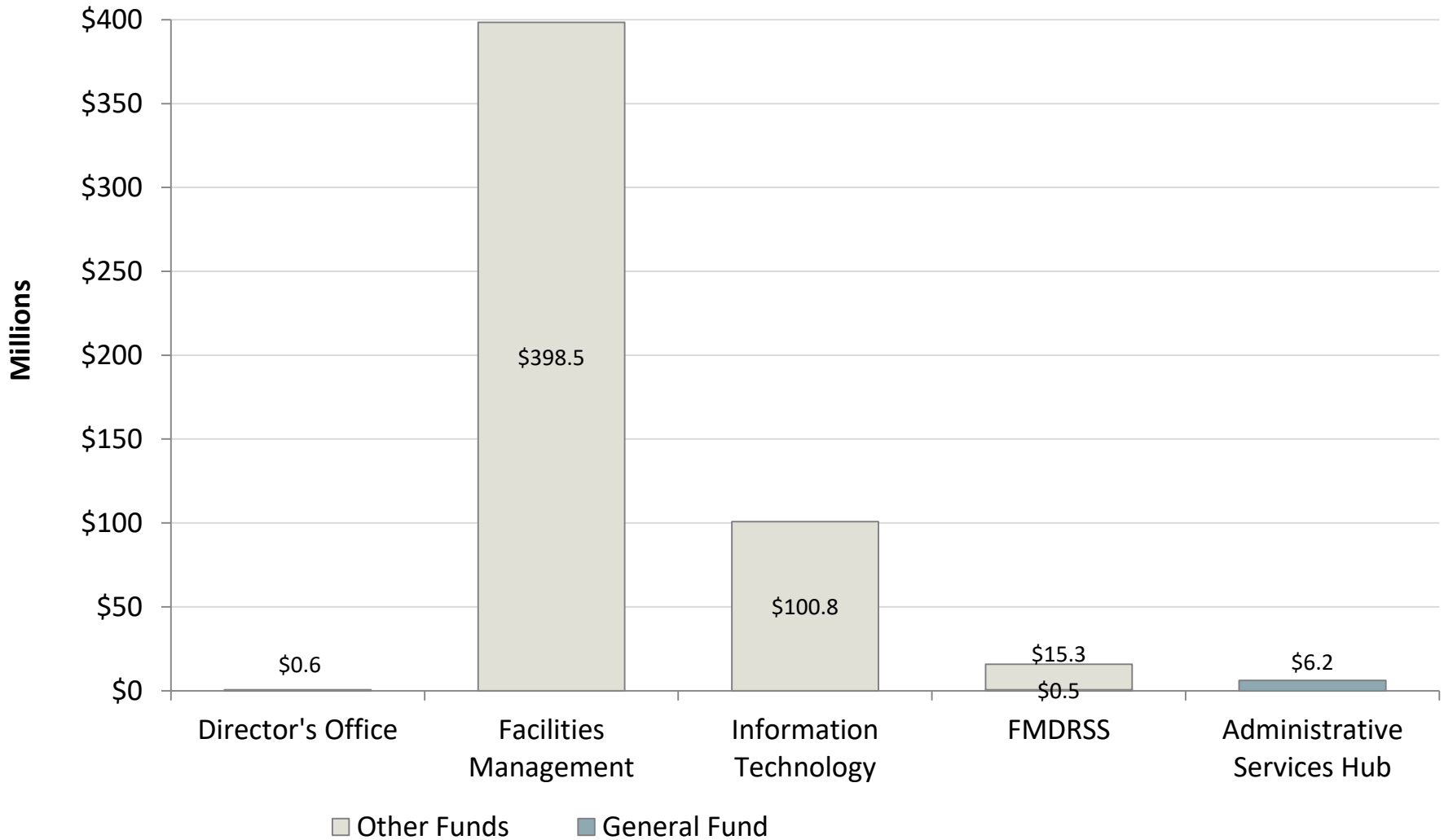
Facilities Management

Information Technology

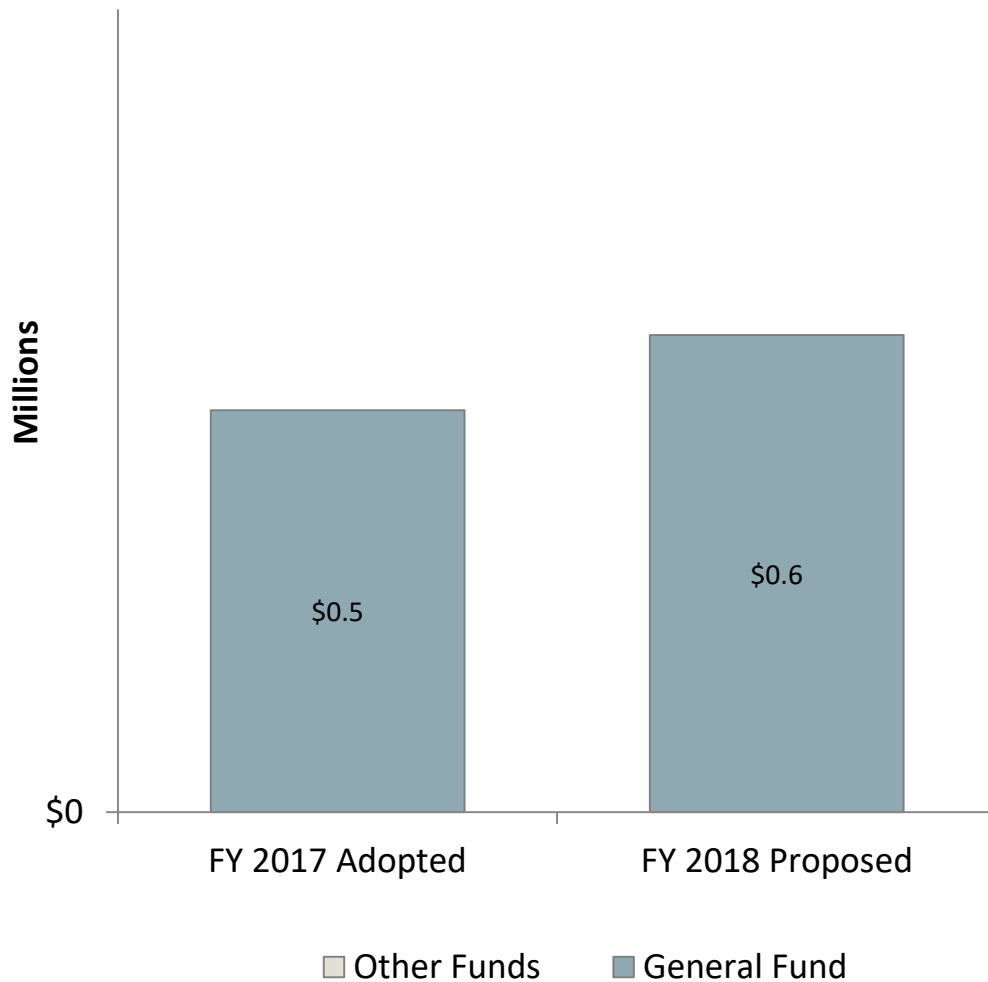
Fleet, Motor Pool Distribution, Records,
and Strategic Sourcing (FMRDSS)

Administrative Services Hub

Budget by Division



Director's Office



- General Fund increased by \$.10M within current service levels and constraint
- No Change in FTE
- 100% of costs recovered via internal service charges
- Purchased \$30K additional renewable energy credits



Strategic Direction: Director's Office

Priorities

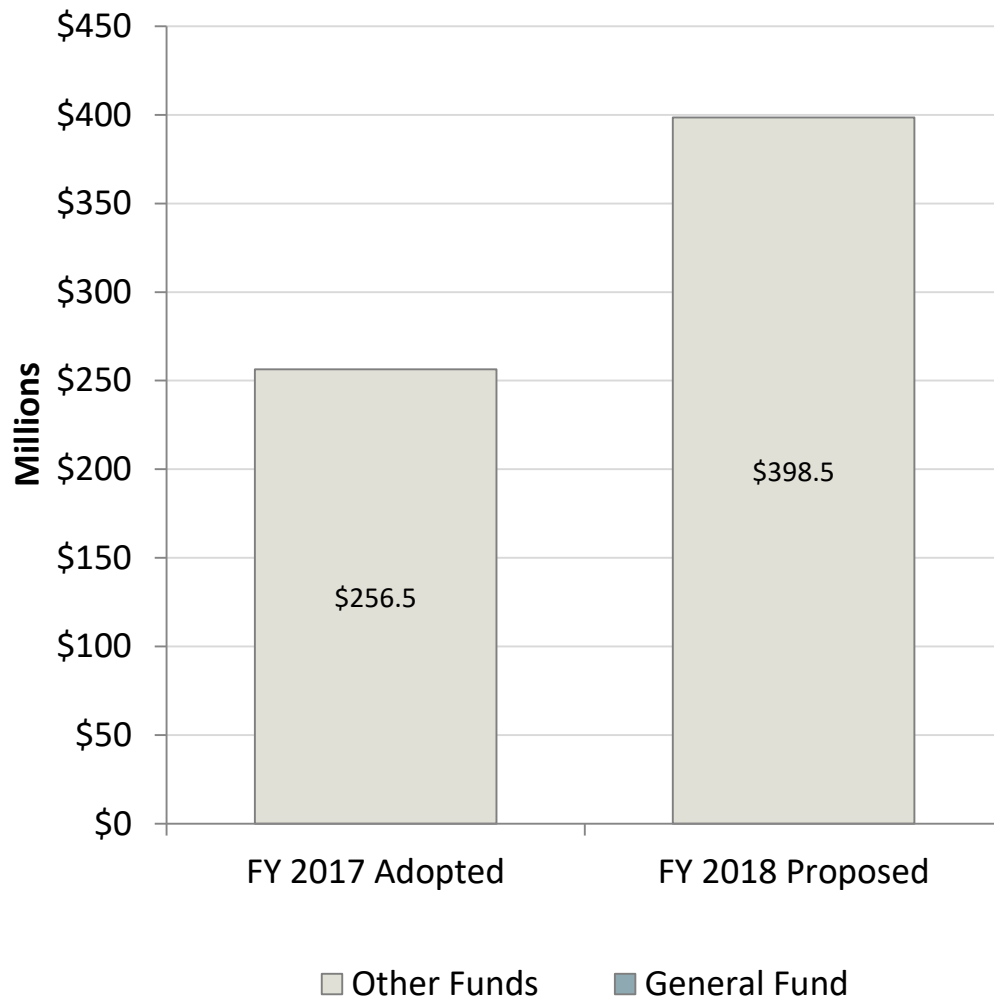
- Strategic Projects
- Overall Service Delivery
- Security
- Succession Planning

Challenges

- Recruiting and Retaining Talent
- Minimizing Security Risks
- Building Resiliency and Redundancy
- Modernizing for the Future



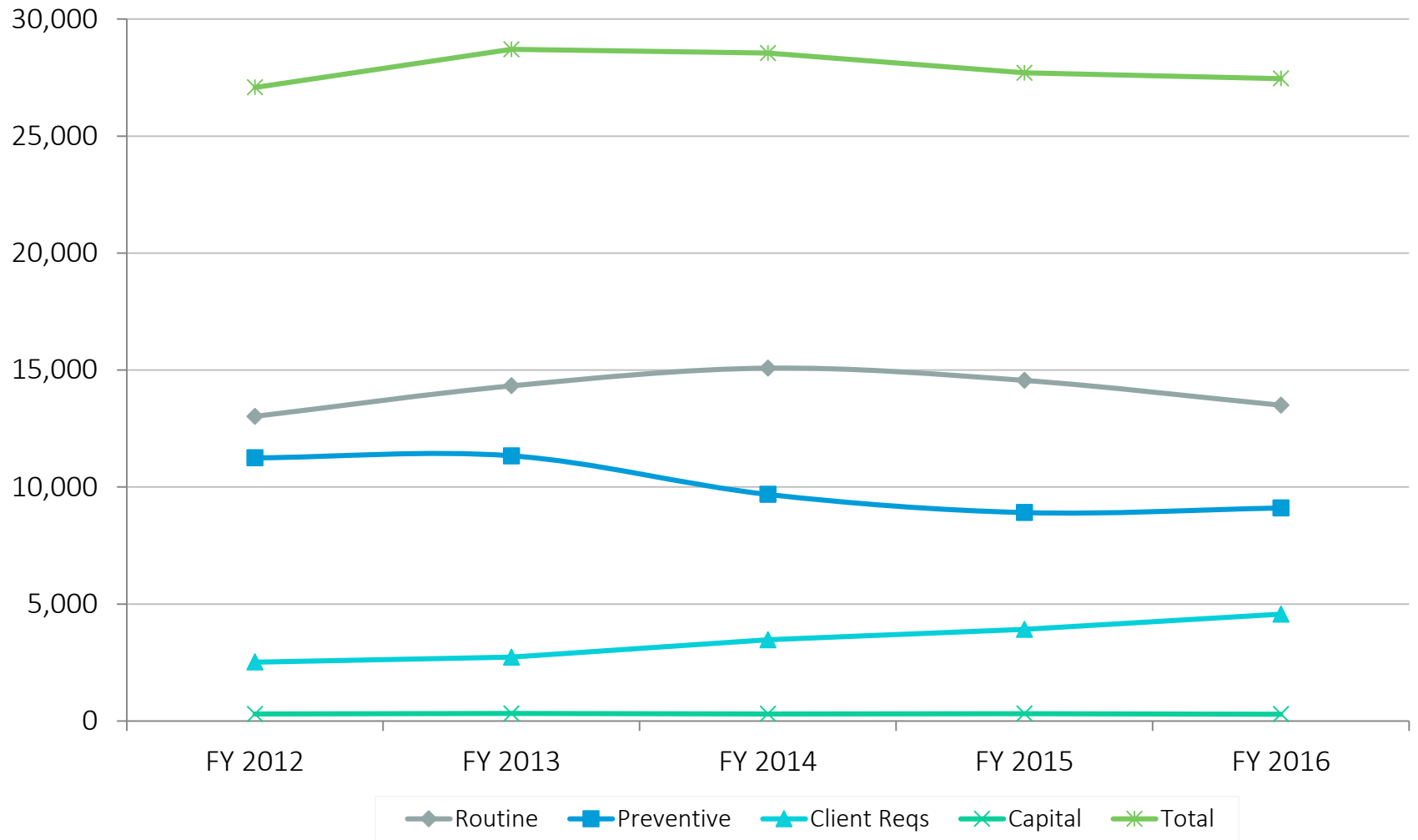
Facilities Management



- Other Funds increased by \$142.0M and net 1.0 FTE
- HVAC Engineer and Carpenter positions added to meet growing demand
- Large capital projects funded primarily with a combination of OTO General Fund, debt, PDC, and State funding
- Administration costs moved from FPM OPS fund to CIP and AP funds to align costs with programs
- Added new program offers 78221 MCDC Detention Electronics, 78222 Multnomah Building Seismic Study and 78224 Yeon-Vance Site Assessment



Facilities Management: Work Orders



Strategic Direction: Facilities Management

Priorities

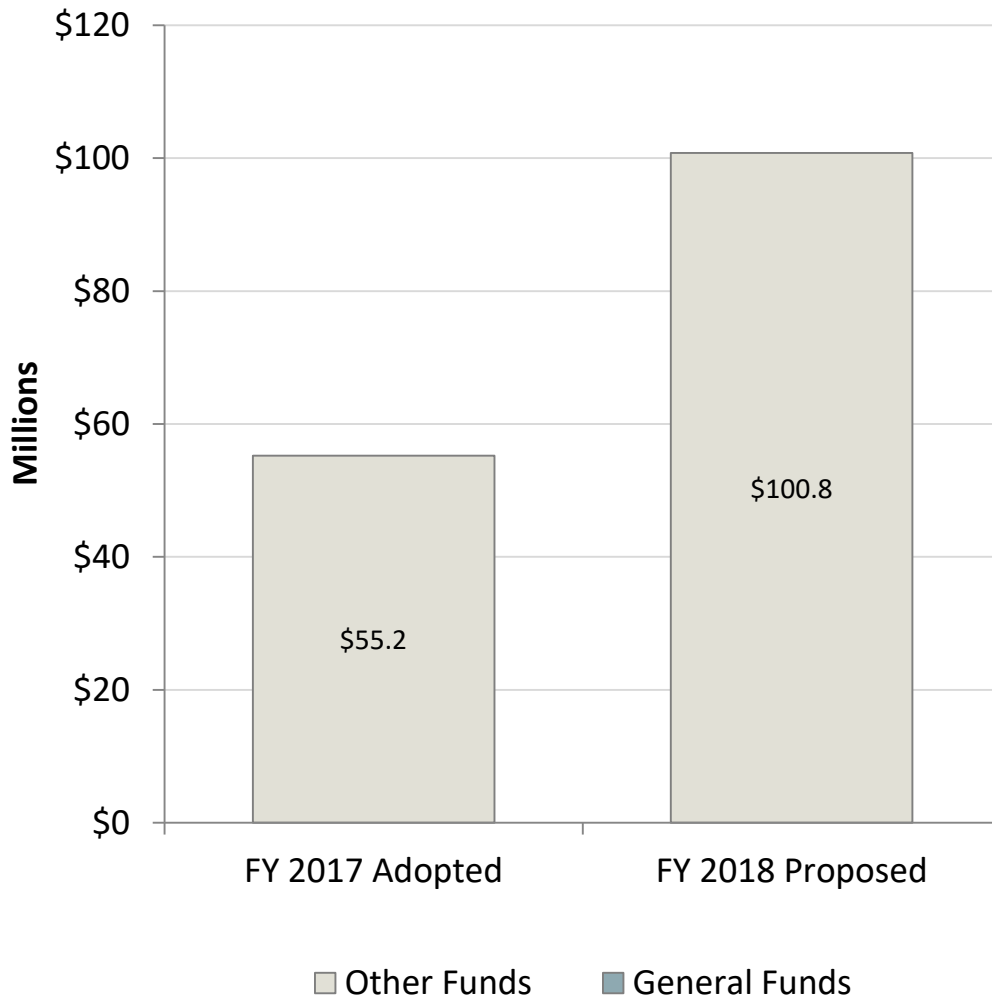
- Execute: Major Construction and Redevelopment
- Implement Projects and Initiatives to Build Resiliency, Improve Safety/Security and Modernize Facilities
- Align with Departmental Programmatic Needs

Challenges

- Mitigating Market and Economic Conditions
- Managing Departmental and Political Expectations and Risks
- Balancing On-Going Operational Needs with Project Demands



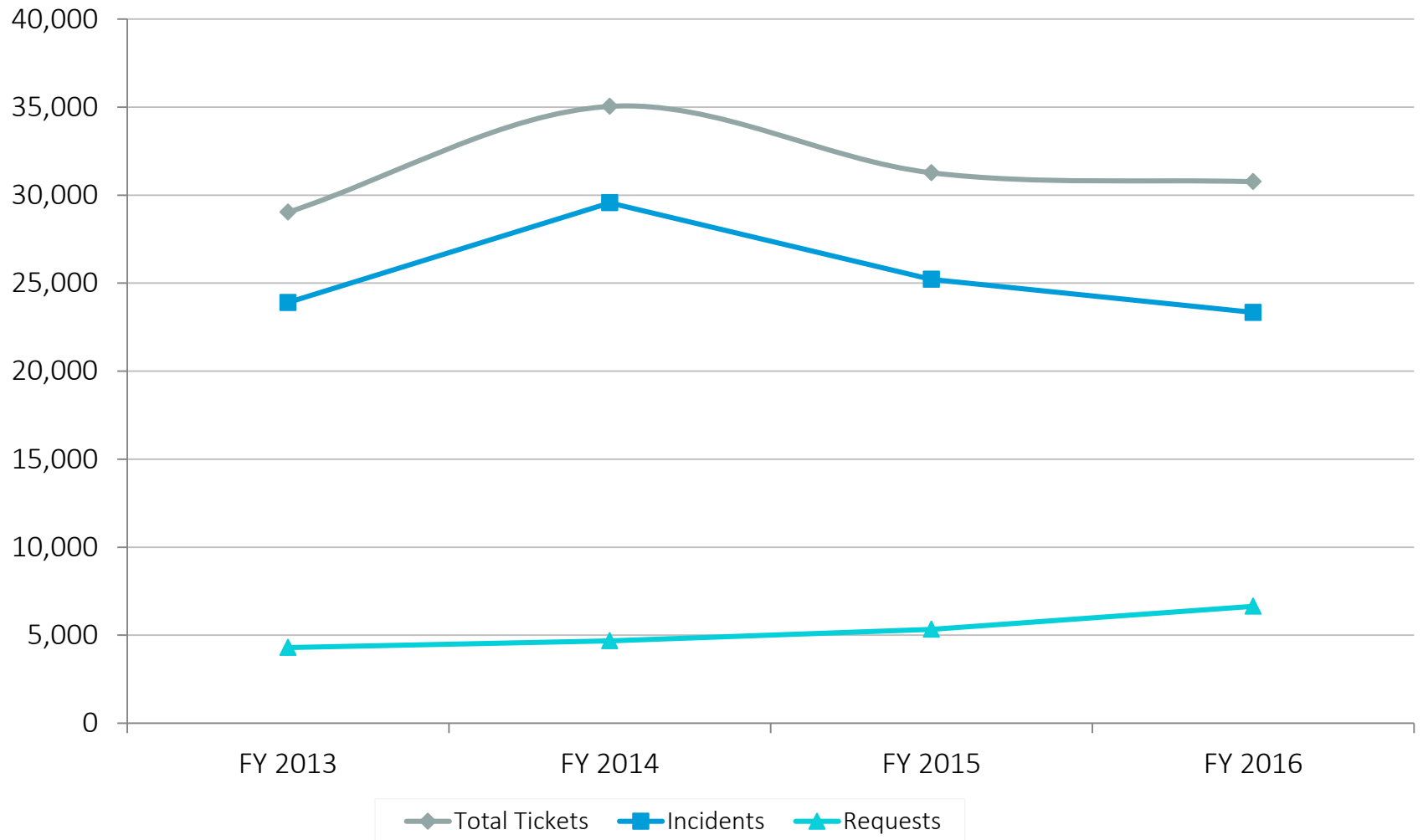
Information Technology



- Other Funds increased by \$45.6M. The \$41.3M budget for the ERP project drives the increase
- No changes in FTE
- Added new program offer 78320 IT ERP Program
- \$6.4M debt repayment associated with ERP project begins in FY 2018
- Program offer 78319 CRIMES Replacement increased \$300K with OTO General Funds



Information Technology: IT Help Desk



Strategic Direction: Information Technology

Priorities

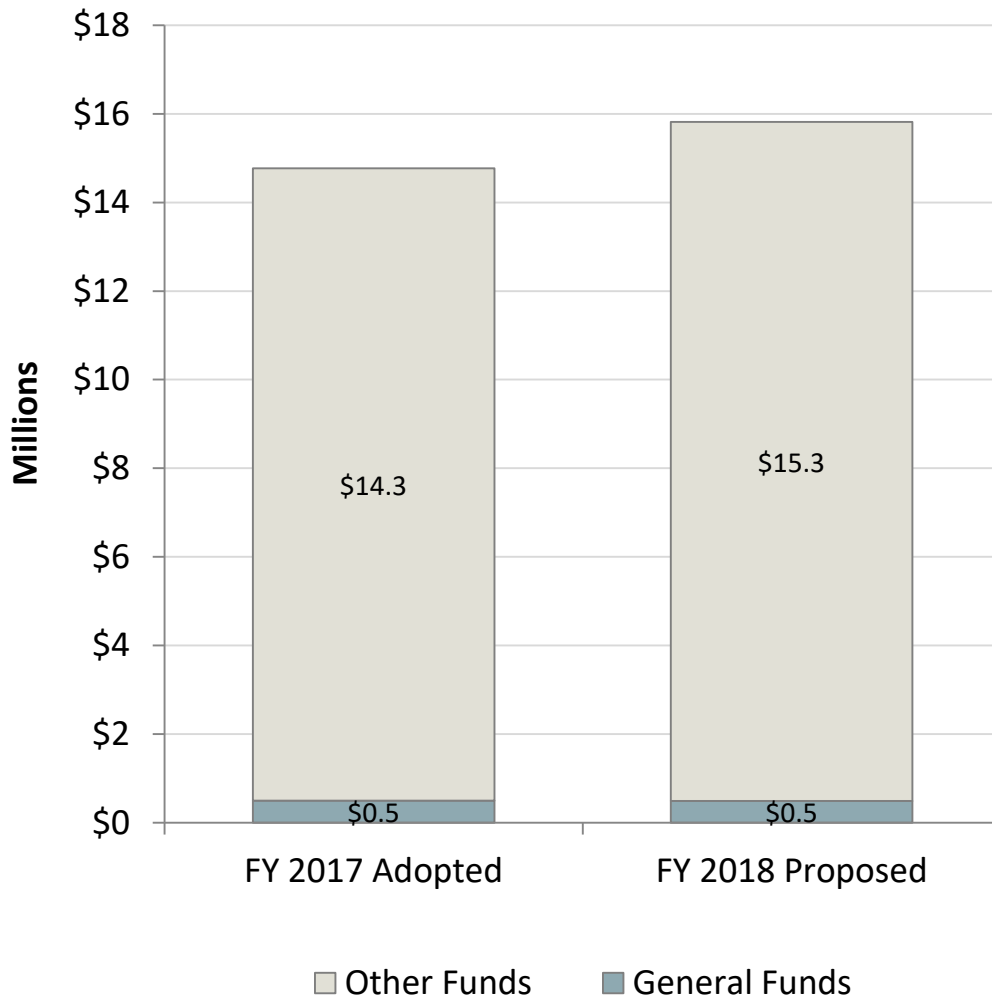
- Maximize Future Capabilities of ERP
- Build Solutions that Increase Access to all County Services
- Mitigate the Risks of Service Interruptions

Challenges

- Recruiting and Retaining Talent
- Increasing Cybersecurity and Privacy Risks
- Growing Resiliency and Redundancy Requirements
- Balancing the Number One Priorities



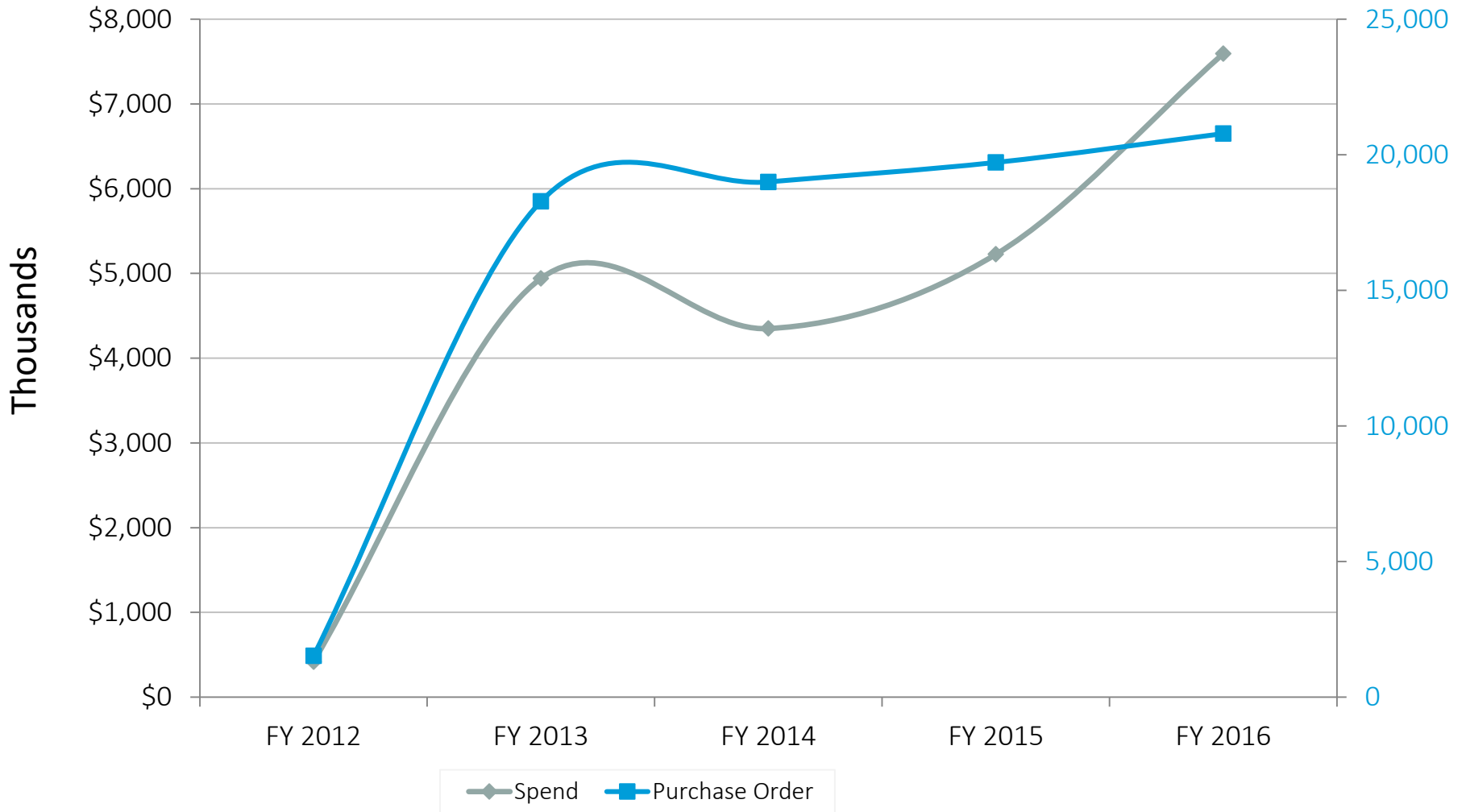
FMDRSS



- Other Funds increased by \$1.0M and 1.0 FTE
- 2% General Fund reduction taken
- Data Analyst Sr. position added to provide consistent and reliable reporting and data analysis
- Expanding use of electronic records management system
- Added new Fleet Asset Replacement Fund 3502 to provide transparency and enhanced oversight



FMRDSS: Multico Marketplace



Strategic Direction: FMDRSS

Priorities

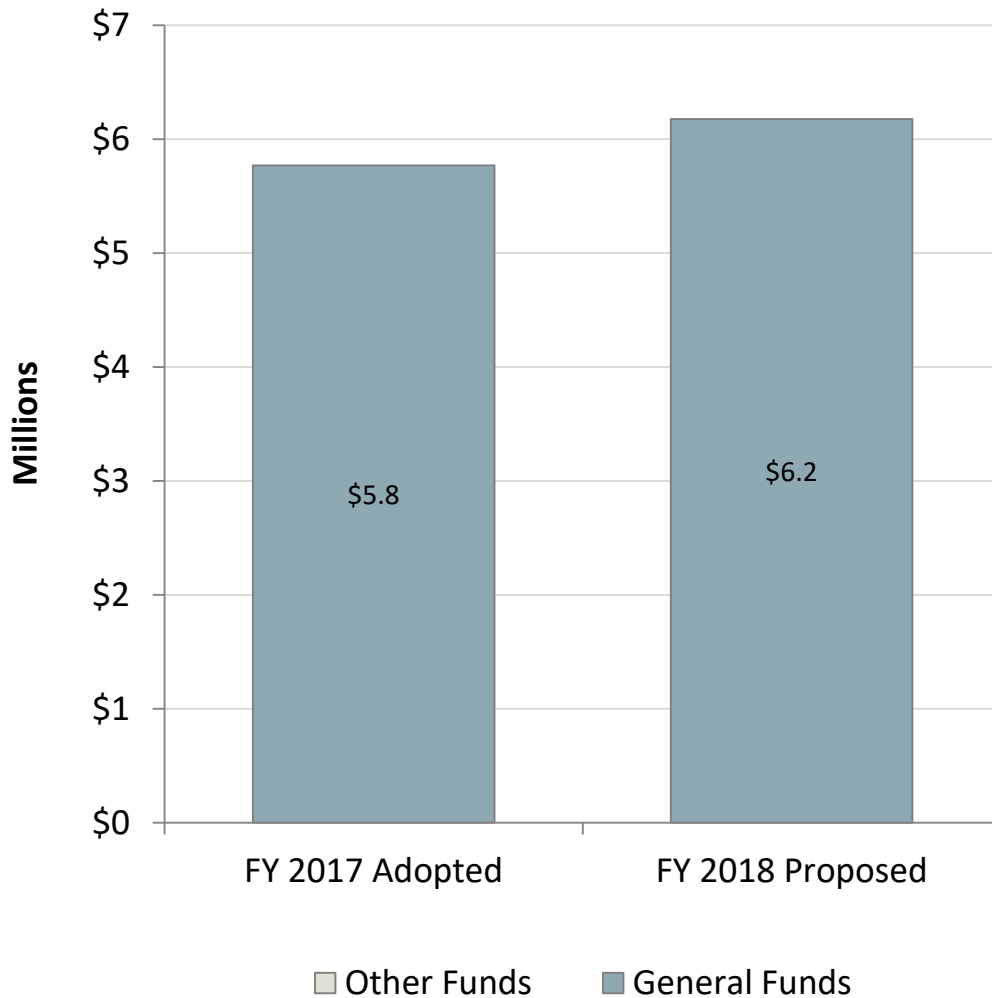
- Successfully Complete eProcurement and Contracting Software Pilot
- Bring Online the Two 12,000 Gallon Fuel Tanks at Yeon
- Complete Implementation of Job Order Contracting Pilot

Challenges

- Maintaining Staffing Levels in Light of Retirements and Market Pay Rates
- Maintaining Stability of Procurement and Contracting Work through the Pilot and ERP Transition



Administrative Services Hub



- General Fund increased by \$.40M
- Majority of costs are recovered via Internal Service charges
- 2% General Fund reduction taken
- Budget Analyst Sr. added in Budget and Planning to provide consistent and reliable reporting and modeling



Strategic Direction: Administrative Services Hub

Priorities

- Succession Planning
- Cross Training and Documentation
- Continued Process Improvements

Challenges

- Managing Change Related to the ERP Implementation
- Building Infrastructure, Bench Strength, and Succession
- Managing Expectations and Unpredictable Volumes



A stylized graphic on the left side of the page. It features two dark green mountain peaks with rounded tops. Below the mountains is a dark green, wavy band representing a forest or a middle ground. At the bottom is a dark blue, wavy band representing water. The entire graphic is composed of solid colors and simple shapes.

FY 2018 Proposed Budget Summary & Impacts

General Fund Reductions

Program Name/# or Description	FY 2018 General Fund	General Fund FTE
78101 Administrative Hub Procurement & Contracting <i>(reduction in temporary personnel, salary related expenses and travel)</i>	\$15,000	0.00
78103 Administrative Hub Human Resources <i>(reduction in temporary personnel, salary related expenses and travel)</i>	\$6,715	0.00
78405 County-Wide Strategic Sourcing <i>(reduction in temporary personnel, salary related expenses and travel)</i>	\$16,200	0.00
Department Total	\$37,915	0.00



New, OTO, Backfill & Restored Offers

Prog. Name & # or Description (\$ million)	Beginning Working Capital (as of 02/28/2017)	FY 2018 General Fund	FY 2018 Other Funds	Total	Restoration	OTO	NEW
78212 Facilities Downtown Courthouse*	\$29.3	\$18.0	\$190.2	\$237.5		X	
78214 Health Headquarters Construction*	\$17.4	\$7.0	\$52.0	\$76.4		X	
78218 Hansen Building Replacement	\$3.5	\$0.0	\$0.0	\$3.5		X	
78220 DCJ Mid County Facility	\$1.6	\$0.0	\$5.3	\$6.9		X	
78221 MCDC Detention Electronics*	\$0.0	\$3.8	\$0.0	\$3.8		X	X
78222 Multnomah Building Seismic Study*	\$0.0	\$0.1	\$0.0	\$0.1		X	X
78224 Yeon-Vance Site Assessment*	\$0.0	\$0.1	\$0.0	\$0.1		X	X
78301 IT Innovation & Investment Projects	\$0.9	\$0.0	\$0.0	\$0.9		X	
78318 Cyber Security	\$0.8	\$0.0	\$0.0	\$0.8		X	
78319 Crimes Replacement*	\$1.0	\$0.3	\$0.0	\$1.3		X	
78320 ERP Program	\$0.0	\$0.0	\$41.3M	\$41.3			X
Department Total	\$54.5	\$29.3	\$288.8	\$372.6			



*indicates FY 2018 New General Funds

Legislative Impacts & Future Policy Issues

- No Direct State or Federal Impacts
- Indirect Impacts from Other Departments



Summary

Finalize **GMP** for
HDHQ and
MCCCH

Replace
Enterprise
Resource
Planning System

Create **seismic**
Plan for
Multnomah
Building

Formalize
Succession Plan
for Key **DCA**
Positions

Strengthen **Cyber**
Oversight

Focus on
Inclusive
Workplace



Questions

