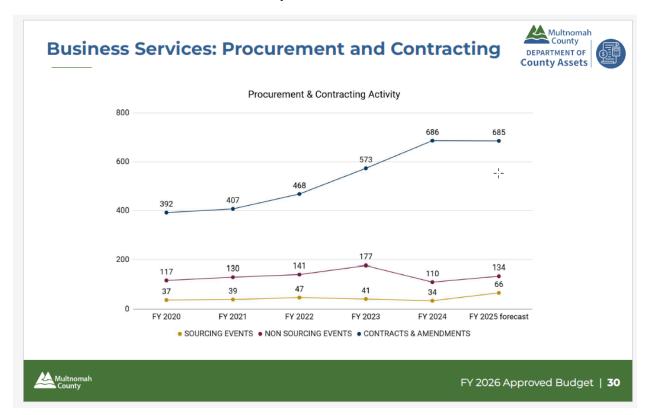
Multnomah County FY 2026 Budget Work Session Follow Up

County Assets May 27, 2025



Commissioner Brim-Edwards (District 3) - How are we effectively coordinating procurement & contracting across the County for countywide IT and Facilities contracts. How are all contracts coordinated across the County?



Response:

DCA's Purchasing and Contracting (P&C) team is responsible for countywide IT and Facilities contracts. This responsibility is unique to DCA. The following section outlines the associated steps and coordination involved in these procurement activities.

The DCA Purchasing and Contracting team receives requests from the Department of County Assets (DCA) Information Technology (IT) and Facilities and Property Management (FPM) divisions.

Pre-Award

P&C reviews the requests, considers the utilization of existing County contracts, cooperative contracts established by other public agencies, or direct appointments where appropriate.

P&C identifies the appropriate solicitation types based on the nature of the request, dollar threshold, funding source, and timeline.

P&C submits the Sourcing Request Form to Central Purchasing (CP) for review, and a timeline is established based on the formal sourcing event calendar.

P&C develops solicitation language that reflects customer needs.

P&C develops solicitation questions and criteria to be considered during evaluation.

CP reviews and checks for compliance with the County's procurement requirements. CP establishes a timeline for public release, pre-proposal, and/or evaluation meetings for formal procurements (>250k), whereas P&C establishes the timeline for informal procurements (<250k).

CP facilitates pre-proposal and evaluation meetings for formal procurements (>250k), whereas P&C facilitates for informal procurements (<250k).

Post-Award

P&C gathers required business, financial, and insurance forms from awarded contractors.

P&C drafts the contract Statement of Work and begins negotiations of the terms of the contract.

P&C submits all expenditure contracts for County internal reviews, and coordinates and responds to requested changes and additional reviews from the following areas: Risk Management, Legal Review, Central Finance review (if applicable), and Central Purchasing.

CP reviews and checks for compliance with the County's requirements.

CP gathers signatures and executes the contracts within the Multco Market Place (MMP) system.

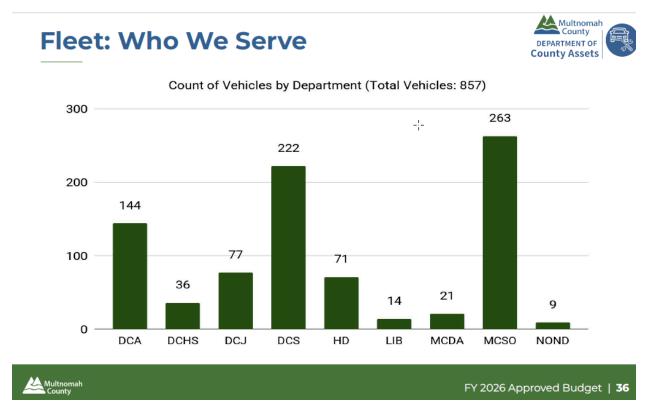
DCA has created efficiencies in the system where possible.

One example is that DCA established MMP supply contracts for countywide use, IT hardware purchases, and collaborated with Central Purchasing on the initial configuration of the system.

Given the additional timelines associated with coordinating compliance reviews with Central Purchasing, DCA has recently requested delegation to conduct all steps for purchases under 250k.

This would increase the timeliness of purchases under 250k, as well as alleviate the workload of the CP team to focus on the higher dollar value solicitations and contracts, and improve those associated timelines.

Commissioner Brim-Edwards (District 3) - Please provide a list of the vehicles in NOND and what programs they are assigned to.



Response: The below list captures Non-D vehicle and equipment Fleet inventory for Fiscal Year 2026. While different Non-D programs have owned vehicles in the past, the current Non-D inventory is all assigned to Emergency Management. Please also note that this list is fluid throughout the fiscal year, including one add to our inventory since our presentation, for a total of 10.

Program	Equipment ID	Description	Notes
Emergency Management	061039	2006 Interstate 16CT Enclosed Utility Trailer	
Emergency Management	061040	2006 Interstate 16CT Enclosed Utility Trailer	
Emergency Management	081113	2008 Wellscargo 16ET Enclosed Utility Trailer	
Emergency Management	121061	2012 Forest River Enclosed Utility Trailer	
Emergency Management	151044	2015 Chevrolet Tahoe 4X4 SUV	
Emergency Management	181018	2018 Continental Tailwind 7X16 Enclosed Utility Trailer	
Emergency Management	231000	2023 Ford F650 w/16`Box and 4500LB Liftgate	
Emergency Management	211036	2021 RAM Promaster2500CV High Roof Cargo Van	
Emergency Management	231037	2023 Ford F150 4X4 Crew Cab w/Canopy and Cargo Glide Deck	
Emergency Management	121059	2012 Chevrolet Aerotech Transport Bus/Truck with Wheelchair Lift	This vehicle was updated to "active" status on 5/28/2025, and therefore was not included in the total count of 9 that appeared in the slide deck.

Commissioner Moyer (District 1) - Software related increases push between centralized vs department led software. What are our current practices on centralized vs. department led software use/acquisitions? Efficiency by initiating uniformity?

IT: Strategic Goals/Outcomes



- IT listens closely to the organization and developed a strategic Countywide Digital Strategy which runs from 2025-2028.
- It includes five goals aligned with customer needs.
- One of these goals addresses our is number one requested service data:

Improve Data Capabilities: Advance data-driven decisions through a holistic data management program and innovative data technologies.



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Response:

DCA's Information Technology (IT) division offers centralized technology services, including software, countywide. MCSO and MCDA are the only departmental exceptions. For these departments IT provides infrastructure and/or software development support while they maintain their own independent IT staff.

Multnomah County Personnel Rule 3-35 governs countywide IT access, usage, and procurement. DCA's Information Technology and

Procurement & Contracting teams manage purchases and legal terms, enabling IT to strategically manage software and maximize technology investments organizationwide.

During the FY 2025 budget process, the Board approved the creation of a Strategic Software Management team within IT, which was subsequently established in FY 2025. This team was formed by consolidating DCA-IT staff with software responsibilities under a manager who reports to the Enterprise Architect.

The primary driver for this consolidation was the significant growth in software usage, necessitating a strategic management approach. The team's core responsibilities include optimizing technology investments and ensuring they align with both Countywide and departmental objectives.

The Strategic Software Management team provides structure, develops recommendations, and documents software standards. This approach has already yielded cost savings and generates value for the county by leveraging economies of scale. In FY 2026, the team plans to continue work automating the provision of new software requests, as well as the reclamation of unused licenses.

Commissioner Singleton (District 2) - How will the Comprehensive

Data Strategy study be done?

IT: County Data Initiatives

- Data is vital for county^I operations and effective service delivery.
- 27% of ITs operating budget is related to *all-things* data.
- This year IT launched improved data services, they are saving time now!
- Much of our data remains unused.
- IT will develop a comprehensive Data Strategy in FY 2026.
- This will lead to optimized resources and improved community outcomes.







Response:

IT has spent the last few years building a data governance program. This program is designed to get the most value out of important data while protecting against misuse, loss, or unauthorized access. Data governance sets up a clear plan with procedures, rules, standards, and roles to make sure data is handled responsibly and openly. This helps build trust between employees, customers, and the systems that support government services. An organizational data strategy is one key element of governance. Developing a data strategy is a dynamic and continual endeavor, demanding collaboration, flexibility, and a steadfast dedication to enhancing data management practices over time. An organizational data strategy significantly enhances county-wide data use by establishing clear processes for managing and utilizing data. This leads to improved data quality, easier data sharing, and better collaboration between different county entities. As a result, Departments can make more informed decisions, operate more efficiently, allocate resources effectively, and ensure data security and governance. Ultimately, individual organizational data strategies contribute to a stronger, more cohesive county-wide data ecosystem, enabling better public services and outcomes for our community.

In FY 2026, DCA will provide a briefing to the Board on key IT topics including developing a comprehensive Data Strategy for the organization as well as our Information Security Program - how we protect data. **Commissioner Singleton (District 2) -** Provide analysis/details of Program 78342 FTE by job class/type that are being decreased and increased.

IT: Reductions \$3,176,851

Multnomah County



PO #	Program Offer Name or Reduction Description	General Fund Reductions	GF FTE Red.	Other Funds Reductions	OF FTE Red.	Total Reductions
78304	IT Telecommunications Services			(\$149,634)		(\$149,634)
78305	IT Mobile Device Expense Management			(\$200,000)		(\$200,000)
78307	IT Desktop Services			(\$121,195)		(\$121,195)
78308	IT Asset Replacement			(\$1,087,000)		(\$1,087,000)
78313	IT Enterprise Resource Planning Application Services			(\$150,000)		(\$150,000)
78316	IT Division Administration (1 filled position)			(\$394,537)	(1.00)	(\$394,537)
78317	IT Data Center & Technical Services			(\$677,916)		(\$677,916)
78327	IT Cybersecurity and Data Compliance Services			(\$145,000)		(\$145,000)
78342	IT Application & Data Services (1 vacant pos.)			(\$251,569)	(1.00)	(\$251,569)
	Total			(\$3,176,851)	(2.00)	(\$3,176,851)

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Division	PO #	Program Offer Name	FY 2026 General Fund	FY 2026 Other Funds	OF FTE	Total
IT	78304	IT Telecommunications Services	\$0.00	\$85,000		\$85,000
IT	78306	IT Network Services	\$0.00	\$100,000		\$100,000
IT	78308	IT Asset Replacement	\$0.00	\$119,824	k,	\$119,824
IT	78313	IT ERP Application Services	\$0.00	\$99,000		\$99,000
IT	78317	IT Data Center & Technical Services	\$0.00	\$255,000		\$255,000
п	78341	IT Enterprise Architecture	\$0.00	\$200,000		\$200,000
IT	78342	IT Application & Data Services	\$0.00	\$623,078	2.00	\$623,078
IT	Multiple	Class Comp. Salary Impact	\$0.00	\$893,000		\$893,000
IT	Multiple	Cisco Splunk licensing costs	\$0.00	\$145,000		\$145,000
Total			\$0.00	\$2,519,902	2.00	\$2,519,902

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Response:

In FY 2026, DCA-IT proposed the following reductions and additions for Board consideration, the response below explains the FTE adjustments for all IT cost centers impacted:

- Reductions:
 - 78316 IT Division Administration, one filled position (of three in total) that IT internal service rates fund in DCM Organizational Learning who provide Countywide technology training, \$193,316, and the elimination of the PSU/PDX Cooperative Education Program (Software Interns), \$201,221 that the County has been involved in for the last 16 years, for a total reduction of \$394,537.
 - 78342 IT Application & Data Services, one vacant position, \$251,569. This position became vacant

unexpectedly. Given the budget constraints, the work of this position will be transferred among other members of the team.

• Additions:

- 78342 Application & Data Services, two new FTE, \$623,078 related to on-going operational support needs for the new Financial Data Mart (a Database Administrator Sr and a Business Systems Analyst Senior). New FTE were planned as part of the development of the Financial Data Mart.
- The overall FTE reduction of -0.5% from 189 to 188 FTE referred to in slide 46 relates to one FTE being transferred from Operating Program Offer 78341 IT Enterprise Architecture to the Capital 78301 IT Technology Improvement Program.

Commissioner Singleton (District 2) - What are other funds?

Provide by department how each department pays for internal services (by major fund).

FPM: New \$330,000					DEPA	Multnor County RTMENT ty Asse	
Division	PO #	Program Offer Name	FY 2026 General Fund	FY 2026 Other Funds	Total	ото	New
FPM	78202	Facilities Operations and Maintenance - Inclement Weather Response	\$0.00	\$150,000	\$150,000		x
FPM	78203	Facilities Client & Support Services - Landscaping	\$0.00	\$180,000	\$180,000		x
Total			\$0.00	\$330,000	\$330,000		

• Increase in budget for inclement weather response by snow/ice vendors to align with average costs in recent years.

• Increase in landscaping costs to align with expected actuals to maintain current service levels, which includes adding owned and leased homeless shelters to the portfolio which began in FY 2025.



Response: The following graphs provide a break out of how the County pays for DCA Internal Services (facilities, fleet, records, IT) and how each individual department funds internal services by major fund.

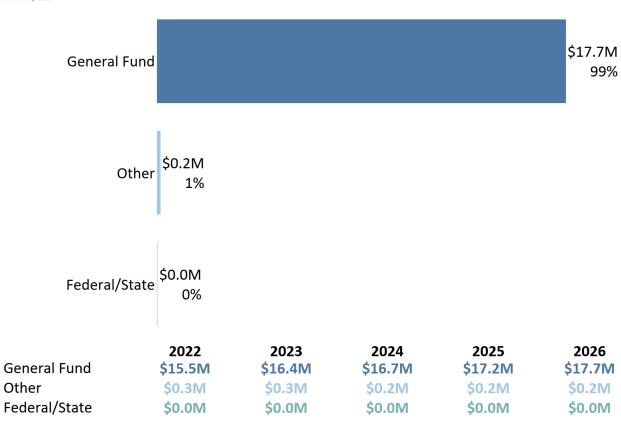
<u>Countywide</u>

General Fund					\$106.6M 53%
Other		\$40.2M 20%			
Federal/State	\$2	26.1M 13%			
Health Department FQHC	\$21. 1	8M .1%			
Supportive Housing	\$3.6M 2%				
Library Capital \$	L.1M 1%				
Preschool for All \$0 Program	0%				
	2022	2023	2024	2025	2026
General Fund	\$88.5M	\$90.8M	\$94.8M	\$101.6M	\$106.6M
Other	\$30.1M	\$34.3M	\$33.0M	\$35.7M	\$40.2M
Federal/State	\$31.3M	\$19.9M	\$21.9M	\$23.8M	\$26.1M
Health Department FQHC		\$17.1M	\$17.4M	\$20.1M	\$21.8M
Supportive Housing	\$0.2M	\$1.6M	\$1.9M	\$2.1M	\$3.6M
Preschool for All Program	\$0.4M	\$1.2M	\$0.8M	\$0.8M	\$0.9M
Library Capital		\$0.3M	\$0.5M	\$1.2M	\$1.1M

Department of Community Justice

Department

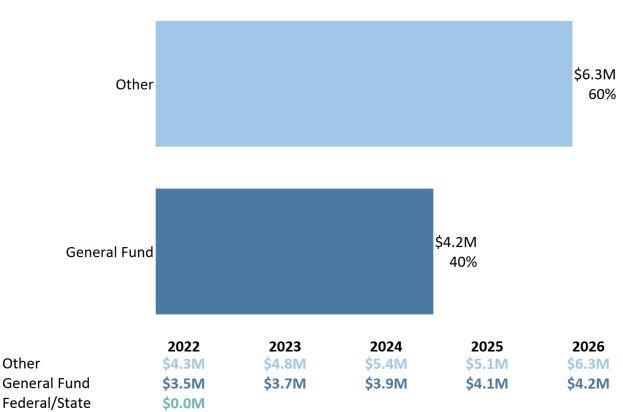




Department of Community Services

Department

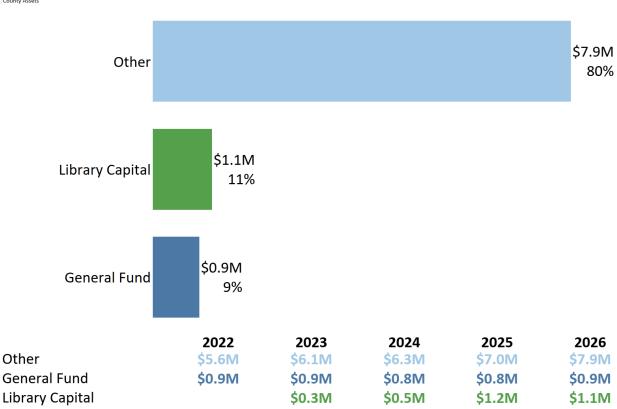
Community Services



Department of County Assets

Department

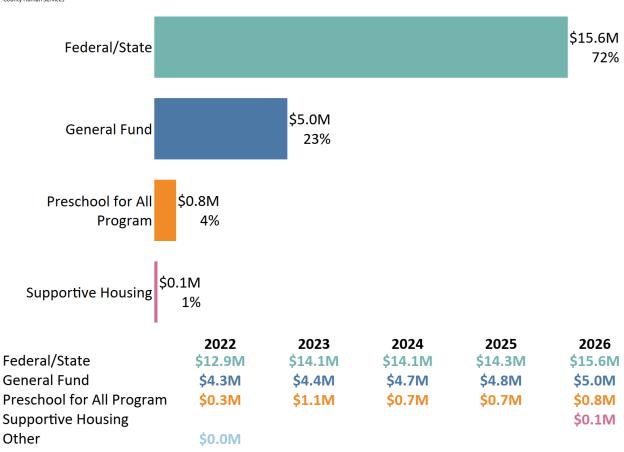




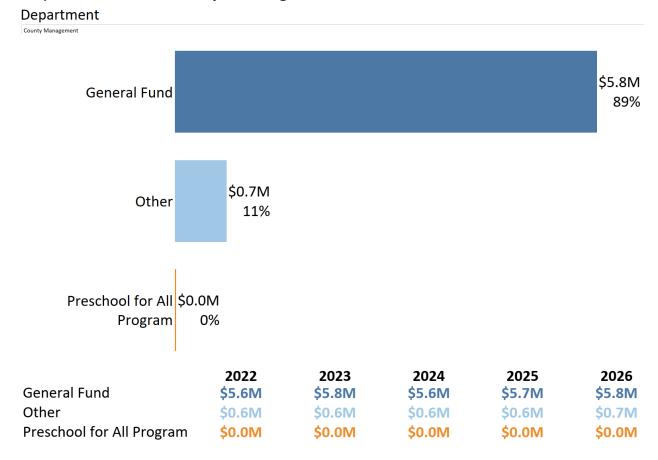
Department of County Human Services

Department

County Human Services



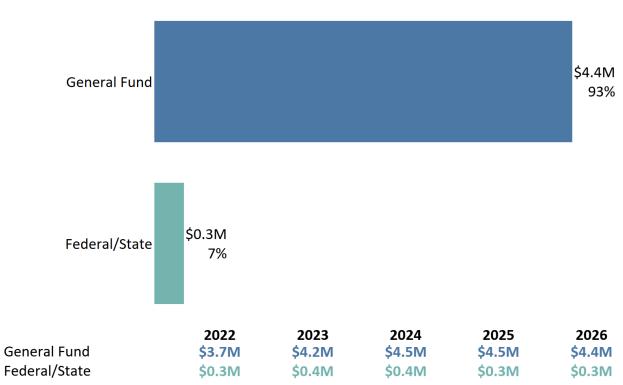
Department of County Management



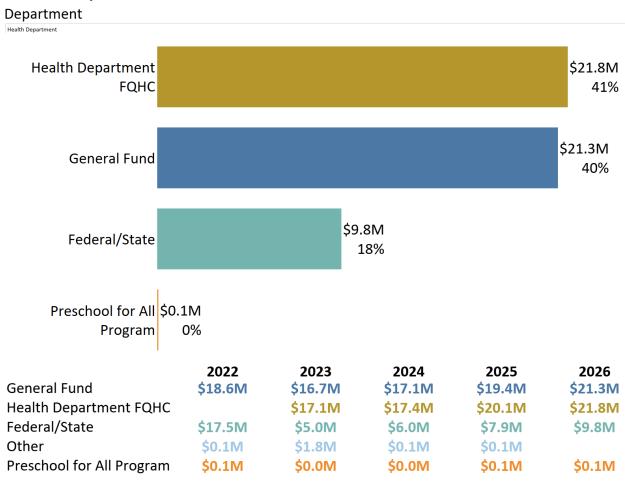
District Attorney



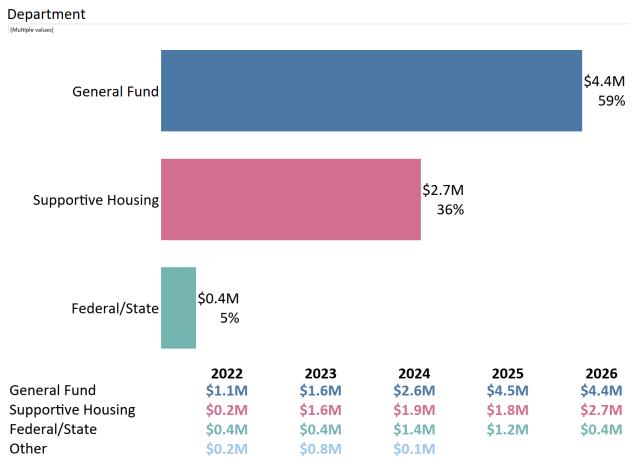
District Attorney

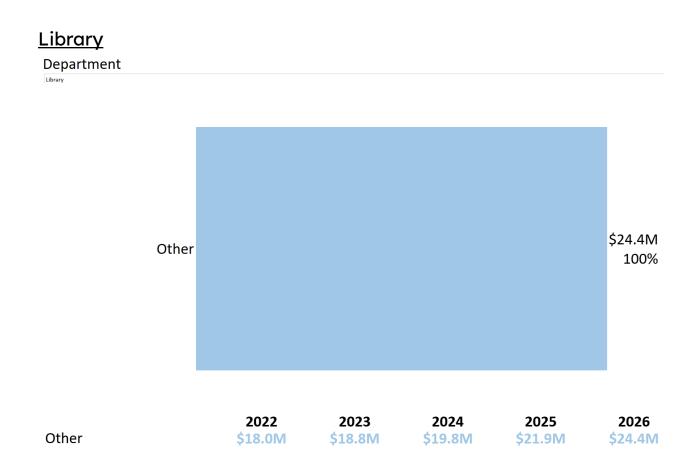


Health Department

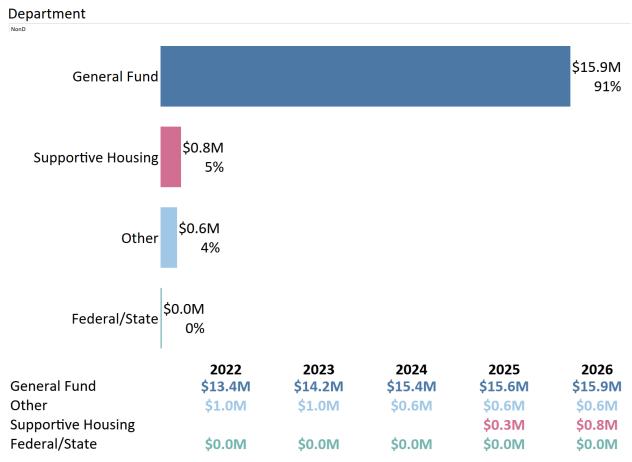


Homeless Services Department

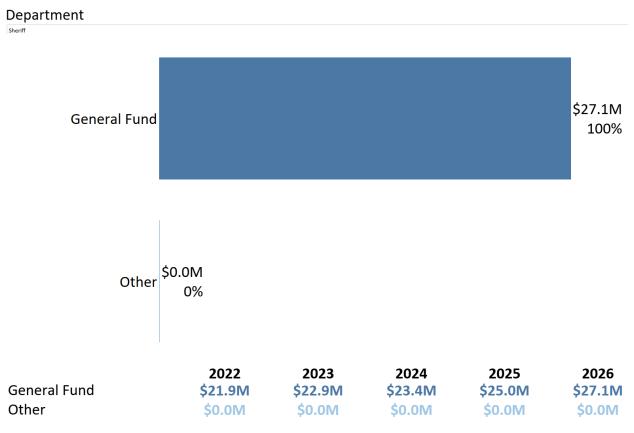




Non Departmental



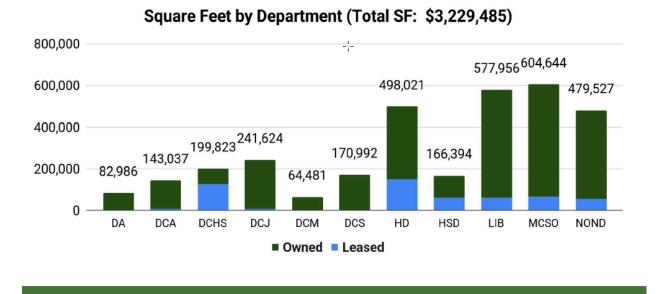
<u>Sheriff</u>



Commissioner Brim-Edwards (District 3) - What is the breakout for NOND?

FPM: Who We Serve





Response:

Multnomah County

The following table provides the breakout of square feet for the Non-Departmental programs. As noted during DCA's Budget Briefing, the largest amount is associated with the courthouses, represented in the table as "State Mandated Expenses."

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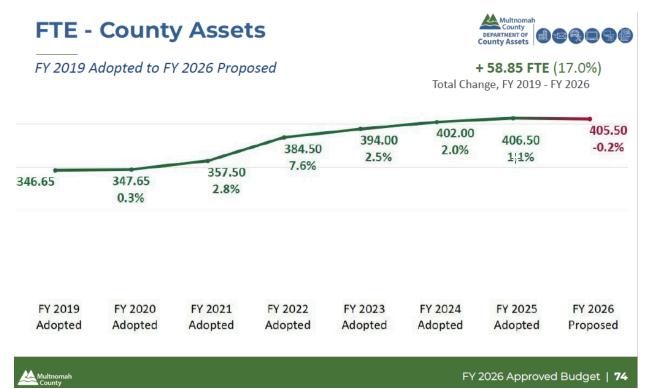
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Building Occupant	Leased SqFt	Owned SqFt	Total SqFt
NOND Auditor		3,728	3,728
NOND BCC Charges		7,566	7,566
NOND Board Clerk		7,663	7,663
NOND Chair's Office		6,894	6,894
NOND Communications Office		2,556	2,556
NOND Community Involvement		594	594
NOND County Attorney		11,236	11,236
NOND Emergency Management	34,915	8,630	43,545
NOND Government Relations		1,036	1,036
NOND Office of Diversity and Equity		1,630	1,630
NOND State Mandated Expenses	22,285	368,889	391,174
NOND Sustainability Program		1,686	1,686
LPSCC		219	219
NOND Total	57,200	422,327	479,527

Note: The majority of the State Mandated space is the East County and Downtown Courthouse.

Commissioner Brim-Edwards (District 3) - Provide detailed history

of FTE increases.



Response:

	DCA FY 2026 FTE CHANGES					
Change Type	Position	Division	FTE			
Addition	Construction Project Manager	DCA Asset Preservation Admin	2.00			
Addition	Program Supervisor	DCA Facilities Interiors Group	1.00			
Addition	Database Administrator Senior	Development, Data and Analytics Platforms	1.00			
Addition	Business Systems Analyst Senior	Development, Data and Analytics	1.00			

DCA FY 2026 FTE CHANGES					
		Platforms			
Addition	Development Analyst Senior	IT Capital - Health Supplemental Data	2.00		
Addition	Business Systems Analyst Senior	IT Capital - Health Supplemental Data	1.00		
Addition	Business Systems Analyst Senior	IT Capital - TIP	1.00		
		Total Additions	9.00		
Reduction	Human Resources Analyst Senior	DCA Training	1.00		
Reduction	Development Analyst Senior	GenGov Solutions	1.00		
Reduction	IT Project Manager 1	DCA Contracts and Procurement	1.00		
Reduction	Contract Specialist	DCA Strategic Sourcing	1.00		
Reduction	Project Manager Represented	DCA Strategic Sourcing, DCA Library District Capital Fund - Facilities	2.00		
Reduction	Manager 2	DCA Library District Capital Project - PMO	1.00		
Reduction	Facilities Specialist 2	DCA Facilities Admin	1.00		
Reduction	IT Systems Network Admin	IT Application & Data Services	1.00		
Reduction	Facilities Maintenance Dispatch/ Scheduler	DCA Dispatch	1.00		
		Total Reductions	10.00		
		Net Change	-1.00		

	DCA FY 2025 FTE CHANGES					
Change Type	Position	Division	FTE			
Addition	System Administrator Senior	IT Network Services	1.00			
Addition	Business Systems Analyst	DCA Portfolio Services: Health, Sheriff's Office, District Attorney, Enterprise	1.00			
Addition	Development Analyst Senior	IT Enterprise and Web Application Services	2.00			
Addition	IT Manager Senior (EA)	IT Division Administration	1.00			
Addition	Business Systems Analyst Senior	IT Portfolio Services: DCHS, DCJ, JOHS, LPSCC	1.00			
Addition	Development Analyst Senior	IT Portfolio Services: DCHS, DCJ, JOHS, LPSCC	1.00			
		Total Additions	7.00			
Reduction	Business Systems Analyst Senior	DCA Portfolio Services: Health, Sheriff's Office, District Attorney, Enterprise	0.50			
Reduction	Manager 1	DCA Library Capital Bond Fund	1.00			
Reduction	Project Manager, Represented	DCA Library Capital Bond Fund	1.00			

DCA FY 2025 FTE CHANGES				
		Total Reductions	2.50	
		Net Change	4.50	

	DCA FY 2024 FTE CHANGES					
Change Type	Position	Division	FTE			
Addition	Information Specialist 2	IT Desktop Services	4.00			
Addition	Research Evaluation Analyst 1	Director's Office	1.00			
Addition	Data Analyst	Records and Archives	1.00			
Addition	Fleet Maintenance Technician 2	Fleet Services	1.00			
Addition	IT Manager 1	IT Portfolio Services: Library	1.00			
		Total Additions	8.00			

	DCA FY 2023 FTE CHANGES				
Change Type	Position	Division	FTE		
Addition	Facilities Specialist 3	DCA Asset Preservation Admin	1.00		
Addition	Facilities Specialist 2	FPM Operations and Maintenance	1.00		
Addition	Building Automation Systems Specialist	FPM Operations and Maintenance	1.00		
Addition	Carpenter	FPM Operations and	1.00		

DCA FY 2023 FTE CHANGES			
		Maintenance	
Addition	Facilities Specialist 3	FPM Operations and Maintenance	1.00
Addition	Business Systems Analyst Senior	IT Portfolio Services: DA, JOHS, Enterprise	2.00
Addition	IT Manager 2	IT Portfolio Services: DA, JOHS, Enterprise	0.50
Addition	Contract Specialist Senior	DCA Contracts & Procurement	1.00
Addition	Administrative Analyst Sr.	FPM Director's Office	1.00
		Total Additions	9.50

DCA FY 2022 FTE CHANGES			
Change Type	Position	Division	FTE
Addition	Contracts Specialist Sr	Contracts and Procurement	1.00
Addition	Human Resource Analyst 1	Human Resources	1.00
Addition	Information Specialist 2	DCA Security Services	1.00
Addition	Development Analyst Senior	Enterprise Data & Analytics	1.00
Addition	Human Resources Analyst 2	IT Division Administration	1.00
Addition	Information Specialist 2	IT Operations	1.00
Addition	Program Communications Coordinator	IT Enterprise and Web Application Services	1.00

DCA FY 2022 FTE CHANGES			
Addition	Business Systems Analyst Senior	DCA Application Management, DCA Health/Human Services (Portfolios), DCA General Government (Portfolios)	5.00
Addition	Information Specialist 3	DCA Desktop Services	1.00
Addition	Facilities Specialist 3	DCA Asset Preservation Admin	1.00
Addition	Data Analyst Senior	DCA Records Management	1.00
Addition	Budget Analyst Sr	Library Capital Bond Fund	1.00
Addition	Business Systems Analyst Sr	Library Capital Bond Fund	1.00
Addition	Facilities Specialist 3	Library Capital Bond Fund	2.00
Addition	Human Resources Analyst 2 (NR)	Library Capital Bond Fund	1.00
Addition	IT Manager 2	Library Capital Bond Fund	1.00
Addition	IT Project Manager 1	Library Capital Bond Fund	1.00
Addition	Manager 1	Library Capital Bond Fund	3.00
Addition	Manager 2	Library Capital Bond Fund	1.00
Addition	Manager Sr	Library Capital Bond Fund	1.00

DCA FY 2022 FTE CHANGES			
Addition	Network Administrator Senior	Library Capital Bond Fund	1.00
Addition	Program Specialist	Library Capital Bond Fund	1.00
Addition	Project Manager Represented	Library Capital Bond Fund	4.00
Addition	Systems Administrator Senior	Library Capital Bond Fund	1.00
Addition		Total Additions	34.00
Reduction	Manager Senior	FPM	1.00
Reduction	Human Resource Analyst 2	Human Resources	2.00
Reduction	Human Resource Analyst 1	Human Resources	1.00
Reduction	Human Resource Analyst Sr	Human Resources	1.00
Reduction	Human Resource Analyst Sr	Human Resources	1.00
Reduction	Human Resource Manager 2	Human Resources	1.00
		Total Reductions	7.00
		Net Change	27.00

DCA FY 2021 FTE CHANGES			
Change Type	Position	Division	FTE
Addition	Human Resources Analyst Senior	DCA Human Resources	1.00
Addition	Human Resources Manager 1	DCA Human Resources	1.00
Addition	Business Process Consultant	DCA Facilities Admin	1.00
Addition	Program Supervisor	DCA Facilities Admin	1.00

DCA FY 2021 FTE CHANGES			
Addition	Facilities Maintenance Dispatch/ Scheduler	DCA Dispatch	1.00
Addition	Electrician	DCA Electrical	1.00
Addition	Alarm Technician	DCA Alarms	1.00
Addition	Electronic Technician	DCA Electronic Services	1.00
Addition	Facilities Specialist 3	DCA Compliance	1.00
Addition	Facilities Specialist 3	DCA Property Management	1.00
		Total Additions	10.00

DCA FY 2020 FTE CHANGES			
Change Type	Position	Division	FTE
Addition	Access Security Manager	FPM Security Access Program	1.00
		Total Additions	1.00

Commissioner Brim-Edwards (District 3)- FUTURE FY 2026 BRIEFING Has the County done a long term analysis on our owned and operated buildings regarding greenhouse gas emissions. What about DCA's facilities/fleet, do we have a plan across the County to reduce greenhouse gas emissions and is there a trajectory of how we get to zero?

Response:

<u>Multnomah County Resolution 2017-046</u> resolves to meet 100 percent of community-wide energy and electricity needs in Multnomah County with renewable energy by 2050, and to support efforts to incorporate strategies to achieve those energy goals. The Resolution tasks the Office of Sustainability to report to the Board every two years on the progress towards these goals. (<u>Multnomah County</u> <u>Resolution 2021-025</u> affirms this commitment).

As part of that report, the Office of Sustainability conducts an analysis of the County's greenhouse gas emissions, including the tracking of Scope 1 and 2 greenhouse gas emission data provided by FPM and Fleet. Scope 1 refers to emissions from the consumption of fuels like natural gas, gasoline, and diesel in County operations at the point of combustion, like a car engine or boiler. Scope 2 emissions refers to emissions from the consumption of electricity, where emissions occur offsite but the energy is consumed at a County building for lighting, heating and cooling, or other purposes.

This emissions data is compiled in the annual <u>Resource Conservation</u> <u>Report</u>. The 2023 report was presented to the Board in an <u>August</u> <u>2024 briefing</u>.

DCA will coordinate with the Office of Sustainability on a Board Briefing to more thoroughly review these topics. This briefing will include the specific Administrative Procedures that outline the expectations, rules, and protocols that guide Multnomah County employees' work in these areas, as well as the plans to advance the County's ability to meet the Board's resolutions.