

W. H. A.

AGENDA COVER MEMORANDUM

AGENDA DATE: July 28, 2004

TO: Board of County Commissioners

DEPARTMENT: Management Services

PRESENTED BY: David Suchart, Director

SUBJECT: In the Matter of Adopting the Capital Improvement Program for FY 2005

1. PROPOSED MOTION:

MOVE APPROVAL OF ORDER _____ IN THE MATTER OF ADOPTING THE CAPITAL IMPROVEMENT PROGRAM FOR FY 2005

2. ISSUE/PROBLEM:

The County has had a Capital Improvement Program (CIP) for its facilities for the past six years. Those projects have generally been ranked by the Facilities Sub-Committee of the Board and adopted by the Board of Commissioners. While there continues to be a backlog of projects, the resources available for implementing those projects has been equal to staff's ability to manage those projects.

3. DISCUSSION:

3.1 Background:

The Department of Management administers the CIP for the Courthouse/PSB complex, the County Annex @ 6th & Oak, the Extension Building, the Juvenile Justice Center, the Mental Health Building, and Lane County Adult Corrections facilities. Starting in 1996, when an inventory of most of those facilities was programmed, a CIP has been developed which is mainly financed through depreciation indirect calculated on each facility. The CIP also programmed projects such as the Mental Health Building, the new Elections Building, and the Courthouse Plaza which are financed with Certificates of Participation.

The basic formula used in programming the base projects has been one third of the funds are used for current projects, one third for reserves and one third for financing. Due to the backlog of projects the formula has been weighted mostly on current projects.

The projects up for consideration for FY 2004 included the following:

Future Projects

PSB

Chilled Water Tank Replacement (03)	\$1,789,000
Elevator Replacement	\$155,000
HVAC Replacement	\$1,370,870
Emergency PA system (includes Courthouse)	
Fire suppression system replacement (RISD)	\$200,000
Environmental monitoring system (RISD)	\$75,000
Video recording system (RISD)	\$30,000
A&T Remodel	
Signage Upgrade	
Security Upgrade (video recording)	

PSB Parking

Two story addition w/seismic upgrade	\$6,993,397
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Courthouse

Rooftop Communications Room (SO)	\$63,000
Hazardous materials abatement	\$75,000

Annex

Harris Hall

Phase 2 (03)	\$1,131,306
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LCAC

DMC	\$400,000
Medical remodel	\$250,000
CCC Roof Replacement	\$90,000
HVAC Replacement	\$951,900

Pioneer Museum

Roof Replacement	\$61,874
ADA Compliant restroom	\$5,200

Extension Building

Building Upgrade (HVAC, Painting, Electrical)

Child Advocacy Center

Repave parking lot	
Fence repair	
Exterior painting	
Carpet repair	
Roof replacement	\$9,900

LCARA

New kennels

Day Care/Bus Barn

Remodel	\$27,000
Roof Replacement	\$79,100

The future projects above do not include approximately \$17,400,000 that would be required for the replacement of a Public Health Facility.

The following table indicates the initial base budget for the CIP:

Depreciation	\$1,276,536
Interest Earnings	\$10,000
Fund Balance	\$706,441
Revenue	\$1,992,977
Indirect	\$17,187
Architectural/Engineering	\$390,000
Projects	\$500,000
Carryover Projects	\$235,450
Contingency (10%)	\$73,500
Building Permits	\$2,500
Debt Service	\$412,226
Reserve for Future Years	\$662,114
Expense	\$1,992,977

3.2 Analysis:

The projects recommended by staff and approved by the Facilities Subcommittee are highlighted in yellow in the Future Projects table.

These are as follows:

PSB Elevator Replacement (\$155,000). The elevator is thirty years old and has had numerous failures and repairs over the past three years. An engineers report recommends replacement and upgrading.

Courthouse/PSB Hazardous materials abatement (\$75,000). This is the third phase of the project to remove hazardous materials from offices and common areas in these buildings.

Pioneer Museum Roof Replacement/ADA Compliant Restrooms (\$68,074). This is a County owned facility and the first time that the Museum has asked for County financial assistance with capital improvements. Roof failures last winter caused structural damage and endangered the collection. The roof is over thirty years old and needs replacement. The ADA restroom upgrade is long overdue.

Bus Barn Roof (\$79,100). The Bus Barn house the Day Care center along with other renters. The roof failed last winter causing structural damage. Repairs were made but it is recommended the roof be replaced.

The total of these projects is \$376,174. The carryover projects to be completed include Harris Hall ceiling and carpeting (\$235,450).

Also, on today's agenda are three projects for Board approval:

Courthouse Plaza This project was financed with COPs and is in conjunction with the Wayne Morse Foundation. The bids came in higher than estimated. In order to fund the project staff worked with the Architect and the Contractor with the lowest bid and reduced the cost to a level that could be financed if supplemented by additional funds from the CIP. ($\$500,000 - \$376,174 = \$123,826$).

Defender Offender Management Center (DOMC) After discussion with the Facilities Subcommittee it is recommended that three of the six components be funded with lapse from the Sheriff's Office which will be transferred to the Capital Improvement Fund.

PSB/Courthouse Door Access Systems Partial funding for this upgrade comes from a Homeland Security grant received by the Sheriff's Office. The remaining funding will come from the departments and the State as the grant only covers materials.

All three of these projects are described in greater detail in their individual agenda items.

A fourth project which was presented to the Facilities Subcommittee was improvements to the **Assessor's Office**. The basement level of the department will be remodeled to include a larger more efficient public

assistance area and upgrades for security, ADA and efficient operations. Funding for this project comes from departmental lapse and will be transferred to the Capital Improvement Fund (435).

3.3 Alternatives/Options:

Accept Facilities Subcommittee recommendations.

Add or delete projects from the CIP.

3.4 Recommendation:

Staff is recommending the CIP as recommended and approved by the Facilities Subcommittee.

4. IMPLEMENTATION/FOLLOW-UP:

Management Services (Facilities) will direct all projects from architectural and engineering through construction to completion and warranty follow-up.

5. ATTACHMENTS:

Board Order

IN THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO:

IN THE MATTER OF ADOPTING
THE CAPITAL IMPROVEMENT
PROGRAM FOR FY 2005

WHEREAS, Lane County is responsible for the improvement and maintenance of its physical assets, and

WHEREAS, Lane County has developed a Capital Improvement Program (CIP) to allocate resources for such improvement and maintenance projects, and

WHEREAS, Lane County has adopted Board Order No. 04-5-12-9 in accordance with state law to give notice to the Bureau of Labor of projects that exceed \$125,000 and the CIP described below makes no change in that Order, now therefore it is hereby

ORDERED that the following projects be financed, programmed, constructed and managed:

PSB Elevator Replacement	\$155,000
Hazardous Materials Abatement	\$ 75,000
Pioneer Museum Roof Replacement	\$ 61,874
Pioneer Museum ADA Restroom	\$ 5,200
Bus Barn Roof Replacement	\$ 79,100
Additional Courthouse Plaza Funding	\$123,826
Assessment & Taxation Remodel	\$110,947

DATED this 28th day of July, 2004

Bobby Green, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM

Date 7/30/04 lane county
[Signature]
OFFICE OF LEGAL COUNSEL