



**Multnomah County**  
**Agenda Placement Request**  
**Budget Modification**  
(FY 2018)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R.8 DATE 11/30/17  
MARINA BAKER, ASST BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 11/30/17  
Agenda Item #: R.8  
Est. Start Time: 10:40 am approx  
Date Submitted: 11/7/17

**Agenda Title: BUDGET MODIFICATION # DCA-06-18: DCA Facilities Reallocation from the Justice Center Clean & Seal to Justice Center Elevator Project**

Requested Meeting Date: November 30, 2017 Time Needed: 5 min

Department: 78 - County Assets Division: DCA Facilities and Property Management

Contact(s): Alan Proffitt, Interim Capital Program Manager & Lisa Whedon, DCA Budget and Planning Manager

Phone: 5039887580 Ext. 8-7580 I/O Address 503/04

Presenter Name(s) & Title(s): Alan Proffitt, Interim Capital Program Manager & Lisa Whedon, DCA Budget and Planning Manager

**General Information**

**1. What action are you requesting from the Board?**

We are requesting Board approval of Project Budget Reallocation #FPM-18-01. This is a budget neutral reallocation of \$1,400,000 within the Capital Improvement Program (PO 78205) from the Justice Center Clean & Seal Exterior project (CP08.14.16) to a new project to upgrade the four Justice Center Detention Elevators (CP08.18.38).

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The Justice Center Detention Elevators have recently experienced multiple breakdowns that have severely impacted the Sheriffs operations of the jail and the Courts access to the jail, including multiple staff and inmate entrapments. Because of these recent issues we are asking to reallocate funds from the FY18 Justice Center Exterior Clean & Seal Project (CP08.14.16) in order to start the elevator upgrades as soon as possible.

While the Exterior Clean & Seal project is a needed project based on the age of the building and future risks, it is not currently causing issues and can be rescheduled and put into the FY19 Capital budget. The Exterior Clean & Seal project's construction schedule is weather dependent and can be implemented next summer (FY19) given that design documents are complete and ready for bidding.

The source of funds for the Justice Center Elevator Upgrades project will be the Facilities Capital Improvement Fund (PO 78205) (Fund 2507) Project CP08.14.16 B119 Clean & Seal Exterior.

Approval of this Capital budget reallocation will create a total project budget for the Elevator Upgrade of \$1,400,000, as outlined below:

1. Electronic Systems Replacement
2. Scope
3. Soft Costs, including project management time and A/E consulting firm to complete full analysis of Justice Center elevators
4. Project Contingency

**3. Explain the fiscal impact (current year and ongoing).**

The current and ongoing fiscal impact of this request is budget neutral.

This is a Capital reallocation of \$1,400,000 within the FY18 Facilities Capital Improvement (PO 78205) (Fund 2507) Project CP08.14.16 B119 Clean & Seal Exterior to a new FY18 project # CP08.18.38 B119 Justice Center Upgrade 4 Detention Elevators.

The 5-year Capital Plan currently shows a detention elevator upgrade in FY19. The funds originally anticipated to be allocated to this project, along with additional reprioritization of other projects, will allow for the funding of the FY18 Justice Center Clean & Seal Exterior project in FY19.

**4. Explain any legal and/or policy issues involved.**

FIN-15 requires Board of County Commissioner approval for reallocation of Facilities Capital project funds over \$100,000.

**5. Explain any citizen or other government participation.**

NA

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**Budget Modification**

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**6. What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

NA

**7. What budgets are increased/decreased?**

The current and ongoing fiscal impact of this request is budget neutral. This is a Capital reallocation of \$1,400,000 within the Facilities Capital Asset Preservation (PO78205) (Fund 2507) Project CP08.14.16 emergency expenditures to Clean & Seal Exterior emergency expenditures to a new project # CP08.18.38 B119 Justice Center Upgrade 4 Detention Elevators.

**8. What do the changes accomplish?**

This Capital project reallocation will allow for the critical upgrade of the Justice Center Detention Elevators this fiscal year, as these elevators have had several failures recently interrupting critical detention and Court operations.

**9. Do any personnel actions result from this budget modification?**

NA

**10. If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

NA

**11. Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

NA

**12. If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (e.g. cash match, in kind match, reporting requirements, etc)?**

NA

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**Required Signature**

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**Elected Official or  
Dept. Director:** Sherry Swackhamer /s/

**Date:** 11/2/17

**Budget Analyst:** Ching Hay /s/

**Date:** 11/7/17

**Department HR:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Countywide HR:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### Exp/Rev/FTE - Budget Modification

Budget Year: 2018

Budget Modification: DCA-06-18

#### Expenditures & Revenues

An increase in revenue is shown as a negative value and a decrease as a positive value for consistency with SAP.

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
1	78205-18	2507	78-50	0060	CP08.14.16	60220 - Repairs and Maint	1,819,444	419,444	(1,400,000)	
2	78205-18	2507	78-50	0060	CP08.18.38	60170 - Professional Svcs	0	1,400,000	1,400,000	
<b>2507 Total</b>										<b>0</b>
<b>78-50 Total</b>										<b>0</b>
<b>Program Offer Number 78205-18 Total</b>										<b>0</b>

## Exp/Rev/FTE - Budget Modification

Budget Year: 2018

Budget Modification: DCA-06-18

### Annualized Personnel Changes

Change is shown on a full year basis even though this action affects only a part of the fiscal year (FY).

No positions were affected by this Budget Modification.

### Current Year Personnel Changes

Cost/savings that will take place in this FY; these explain the actual dollar amounts being changed by this BudMod.

No positions were affected by this Budget Modification.