



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(Revised: 8/18/11)

### Board Clerk Use Only

Meeting Date:	<u>12/4/12</u>
Agenda Item #:	<u>B.1</u>
Est. Start Time:	<u>10:00 am</u>
Date Submitted:	<u>11/1/12</u>

### Agenda Title: **Informational Board Briefing on the Facilities Asset Strategic Plan**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

<b>Requested Meeting Date:</b>	<u>December 4, 2012</u>	<b>Time Needed:</b>	<u>45 Minutes</u>
<b>Department:</b>	<u>Department of County Assets</u>	<b>Division:</b>	<u>FPM</u>
<b>Contact(s):</b>	<u>Peggidy Coffman Yates</u>		
<b>Phone:</b>	<u>503.988.4878</u>	<b>Ext.</b>	<u>84878</u>
	<b>I/O Address:</b> _____		
<b>Presenter Name(s) &amp; Title(s):</b>	<u>Sherry Swackhamer, DCA Director; Michael Bowers, FPM Director; Peggidy Coffman Yates, FPM Strategic Planning Manager; Scott Rose, Principal DLR Group</u>		

### General Information

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

Confirm direction on next steps.

#### 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.

Facilities and Property Management, a Division of DCA, is responsible for 3.1 million square feet of owned and leased property. Next to people, real estate and infrastructure is typically the second largest expense to any organization. In an ongoing effort to continue supporting the primary services critical to its citizens, there is an ongoing effort to increase efficiencies of internal services including the long term planning and disposition of County facilities.

In November of 2011, Facilities and Property Management launched the Facilities Asset Strategic Planning effort. DLR Group was contracted to work in conjunction with Facilities & Property Management and Department leadership to compile facility, departmental and industry data as the information framework for the strategic plan. DLR Group and FPM developed preliminary objectives and strategies and worked with Departmental leadership to clarify, prioritize and expand these critical objectives. This County-wide planning effort results in a strategy that begins to align physical assets including location, operations, maintenance and capital investments to the County's and Departments' overall business priorities and goals. In addition, it provides an evaluation mechanism to assess projects consistently allowing the county to consolidate services, develop comprehensive plans for outdated buildings and Identify ways to position county facilities to meet future needs.

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

By 2025 it is the goal to reduce the County's overall portfolio by 20% through implementation of alternative work strategies including teleworking, space consolidation and disposition of under utilized assets.

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

As a result of the Facility Asset Strategic Plan, FPM will be coming back to the Board requesting a number of Facility policy modifications to streamline the County Departments' client experience and increase overall efficiencies.

In addition, DCA will develop annual reporting on performance measures to gauge progress toward the objectives outlined in the FASP with respect to improved facilities stewardship.

**5. Explain any citizen and/or other government participation that has or will take place.**

Facilities is seeking public and private property partnerships opportunities, including but not restricted to the State of Oregon, Metro, City of Portland and local jurisdictions.

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**Required Signature**

**Elected Official  
or Department/  
Agency Director:**

M. Cecilia Collier /s/

**Date:** 11/1/12