



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 5/24/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R.3 DATE 3/27/14  
LYNDA GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 3/27/14  
Agenda Item #: R.3  
Est. Start Time: 10:15 am  
Date Submitted: 3/5/14

Agenda Title: **BUDGET REALLOCATION FPM14-04- BRIDGE SHOP ROOF PROJECT**  
**CP08.12.38**

Requested Meeting Date: March 27, 2014 Time Needed: 10 mins.  
Department: County Assets Division: Facilities  
Contact(s): John Lindenthal  
Phone: 503-988-4213 Ext. X84213 I/O Address: Bldg. 274/1  
Presenter Name(s) & Title(s): John Lindenthal - Capital Program Manager; Cyrus Yamin - Project Manager

## General Information

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

Request approval of a budget reallocation of FY2014 Capital funds in the amount of \$100,000 for the Bridge Shop Roof Project.

### 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 project goal is to remove several layers (total tear-off) of existing roofing that are well past useful life and replace with a new roof. Structural upgrades to bring the roof up to current seismic code are also being completed.

There are two different roofing types on the Bridge shop that are being replaced. The north side is a shingle type roof while the south side is a flat roof.

When the north side existing roofing material was removed extensive damage to the roof deck and one of the wood trusses bearing support was discovered to be heavily damaged. Temporary supports had to be immediately installed to remediate a severe safety issue. The required repairs exceed the project budget contingency.

The south side roof has yet to be replaced under this contract (waiting for good weather) and it is likely that the south side roof will also have some damage that is a hidden condition.

This budget reallocation will pay for the repair of the damages already discovered and provide additional contingency for the rest of the project.

This budget reallocation will increase the total project budget from \$500,000 to \$600,000.

Program offer is #78006 – Facilities Capital Improvement Fund. The overall program offer is unchanged. The impact is at the individual project budget level.

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

The impact is to the individual project budget(s) and will not affect the overall FY2014 Capital Improvement Program (CIP) budget. Approval of this budget reallocation will result in the following FY2014 Capital budget adjustments:

1. Reallocate \$100,000 from the Future Capital Projects line item (CP08.14.2507) to the Bridge Shop Roof Project (CP08.12.38). These funds were a part of the FY2014 carry-over funds for future projects in the Capital program plan.

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

None

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

None

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**Budget Modification**

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If the request is a Budget Modification, please answer all of the following in detail:

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**  
N/A
- **What budgets are increased/decreased?**  
No overall Capital Improvement Program budgets are being changed. The changes are only at the project level within the Capital Improvement Program budget.
- **What do the changes accomplish?**  
Approval of this budget reallocation will correct the individual project budget deficiency.
- **Do any personnel actions result from this budget modification? Explain.**  
No.
- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**  
N/A
- **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?**  
N/A
- **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 (i.e. cash match, in kind match, reporting requirements etc)?**  
N/A

**NOTE: Attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.**

**Required Signatures**

**Facilities Director:**

Michael Bowers \s\

**Date:** 3/5/14

**Budget Director:**

Karyne Kieta \s\

**Date:** 3/5/14

**Chief Financial  
Officer:**

Eric Arellano \s\

**Date:** 3/5/14

**Countywide HR:**

N/A

**Date:**

*Note: Please submit electronically. Insert names of your approvers followed by /s/ - we no longer use actual signatures. Please date each signature. Use "n/a" when signature not applicable.*

FPM14-04 3/27/2014

**EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Budget/Fiscal Year: 2014

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Description
						Cost Center	WBS Element					
1	78-50	2507	78006	020			CP08.14.2507	60530	(1,000,000)	(900,000)	100,000	Future Capital Projects
2	78-50	2507	78006	020			CP08.12.38	60530	(500,000)	(600,000)	(100,000)	Bridge Shop Roof
3										0		
4										0		
5										0		
6										0		
7										0		
8										0		
9										0		
10										0		
11										0		
12										0		
13										0		
14										0		
15										0		
16										0		
17										0		
18										0		
19										0		
20										0		
21										0		
22										0		
23										0		
24										0		
25										0		
26										0		
27										0		
28										0		
29										0		
											0	Total - Page 1
											0	GRAND TOTAL

**ANNUALIZED PERSONNEL CHANGE**Change on a full year basis even though this action affects only a part of the fiscal year (FY).

							ANNUALIZED			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL ANNUALIZED CHANGES						0.00	0	0	0	0

**CURRENT YEAR PERSONNEL DOLLAR CHANGE**Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

							CURRENT YEAR			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL CURRENT FY CHANGES						0.00	0	0	0	0

FM Side			PS/CO Side			Cost Element/Commitment Item	Notes
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element		
<b>General Fund Contingency</b>							
19	1000	0020		9500001000		60470	Reduce available General Fund Contingency
xx-xx	xxxxx	0020		xxx	xxx	xxxxx	Increase Expenditure
<b>Indirect</b>							
<b>Central</b>							
xx-xx	xxxxx				xxx	60350	Indirect Expenditure
19	1000	0020		9500001000		50310	Indirect reimbursement revenue in General Fund
19	1000	0020		9500001000		60470	CGF Contingency expenditure
<b>Departmental</b>							
xxx	xxxxx			xxx	xxx	60355	Indirect Department Expenditure
xx-xx	1000			xxx	xxx	50370	Indirect Dept reimbursement revenue in General Fund
xx-xx	1000			xxx	xxx	xxx	Off setting Dept expenditure in General Fund
<b>Mobile Communications Management</b>							
xx-xx	xxxxx				xxx	60370	Departmental mobile communications management expenditure
78-70	3503			709528		50310	Budgets receipt of reimbursement
78-70	3503			709528		60200	Budgets offsetting expenditures
<b>Telecommunications</b>							
xx-xx	xxxxx				xxx	60370	Departmental telecommunication expenditure
78-70	3503	0020		709525		50310	Budgets receipt of reimbursement
78-70	3503	0020		709525		60200	Budgets offsetting expenditures
<b>Data Processing</b>							
xx-xx	xxxxx				xxx	60380	Departmental data processing expenditures
78-70	3503	0020		709599		50310	Budgets receipt of Data Processing reimbursement
78-70	3503	0020		709599		60240	Budgets offsetting expenditures
<b>Electronic Service Reimbursement</b>							
xx-xx	xxxxx					60420	Departmental Electronics expenditure
78-60	3505	0020		902211		50310	Receipt of Electronics service reimbursement
78-60	3505	0020		902211		60240	Budgets offsetting expenditure
<b>Motor Pool: Use this cost center if you are adding funds for motor pool use.</b>							
xx-xx	xxxxx				xxx	60410	Departmental Motor Pool expenditure
78-30	3501	0020		904150		50310	Budgets receipt of Motor Pool service reimbursement
78-30	3501	0020		904150		60240	Budgets offsetting expenditure
<b>Fleet: Use this cost center if you are adding funds for dedicated program cars.</b>							
xx-xx	xxxxx				xxx	60410	Departmental Fleet expenditure
78-60	3501	0020		904100		50310	Budgets receipt of Fleet service reimbursement
78-60	3501	0020		904100		60240	Budgets offsetting expenditure
<b>Building Management</b>							
xx-xx	xxxxx				xxx	60430	Departmental Building Management expenditure
78-50	3505	0020		902575		50310	Budgets receipt of Building Management service reimbursement
78-50	3505	0020		902575		60170	Budgets offsetting expenditure
<b>Insurance Service Reimbursement</b>							
xx-xx	xxxxx					60140 or 60145	Departmental Insurance expenditure
72-80	3500	0020		705210		50316	Insurance Revenue
72-80	3500	0020		705210		60330	Offsetting expenditure
<b>Lease Payments to Capital Lease Retirement Fund</b>							
xx-xx	xxxxx					60450	Departmental Capital Lease Retirement expenditure
							Contact your Budget Analyst to complete this.
<b>Mail &amp; Distribution</b>							
xx-xx	xxxxx				xxx	60460	Mail & Distribution expenditure
78-20	3504	0020		904400		50310	Budgets receipt of service reimbursement
78-20	3504	0020		904400		60230	Budgets offsetting expenditure
<b>Records</b>							
xx-xx	xxxxx				xxx	60460	Records expenditure
78-20	3504	0020		904500		50310	Budgets receipt of service reimbursement
78-20	3504	0020		904500		60240	Budgets offsetting expenditure

### How are functional areas assigned to cost objects?

For the most part, functional area is related to what department has recorded the revenue or expenditure (i.e. the District Attorney is reported in Public Safety and Justice). There are some exceptions to this rule that require certain funds to be assigned to a particular functional area, regardless of what department the revenues or expenditures are recorded in.

Functional Area Assignments ~ Based on Fund		
<b>Special Revenue Funds</b>		
1501 - Road Fund	Road & Bridges	0080
1502 - Emergency Communications Fund	Community Services	0060
1503 - Bike Path Fund	Community Services	0060
1504 - Recreation Fund	Community Services	0060
1506 - County School Fund	Community Services	0060
1508 - Animal Control Fund	Community Services	0060
1509 - Willamette River Bridges Fund	Roads & Bridges	0080
1510 - Library Fund	Library	0070
1512 - Land Corner Preservation Fund	Roads & Bridges	0080
1518 - Oregon Historical Society Special Levy	Community Services	0060
1519 - Video Lottery	Community Services	0060
1520 - Library District Fund	Library	0070
<b>Capital Project Funds</b>		
2503 - Asset Replacement Revolving Fund	Community Services	0060
2504 - Building Project Fund	Community Services	0060
2507 - Capital Improvement Fund	Community Services	0060
2508 - Asset Acquisition Fund	Community Services	0060
2509 - Asset Preservation Fund	Community Services	0060
2511 - Sellwood Bridge Replacement	Roads & Bridges	0080
<b>Enterprise Funds</b>		
3000 - Dunthorpe-Riverdale Svc Dist #14 Fund	Dunthorpe-Riverdale Svc Dist #14	0500
3001 - Mid County Svc Dist #1 Fund	Mid County Svc Dist #1	0510
3002 - Behavioral Health Managed Care Fund	Behavioral Health Managed Care	0520

If a cost object is not in one of the funds listed above, then the functional area should be assigned based on the department that the cost object is in.

Functional Area Assignments ~ Based on Department (Fund Center)		
Non-Dept (10, except 10-50)	General Government	0020
Non-Dept CCFC (10-50)	Social Services	0040
District Attorney (15)	Public Safety & Justice	0050
Countywide (18 & 19)	General Government	0020
Human Services (20, 21, 25, 26, 30 & 31)	Social Services	0040
Health (40)	Health Services	0030
Community Justice (50)	Public Safety & Justice	0050
Sheriff's Office (60)	Public Safety & Justice	0050
County Management (72)	General Government	0020
County Assets (78)	General Government	0020
Library (80)	Library	0070
Community Services (91)	General Government	0020

If you have any questions or comments, please contact Susan Luce in General Ledger at ext. 22138.