



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(revised 03/25/11)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-3 DATE 8/25/11
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date:	<u>8/25/11</u>
Agenda Item #:	<u>R.3</u>
Est. Start Time:	<u>9:50 am</u>
Date Submitted:	<u>7.12.11</u>

Agenda Title:	Budget Reallocation (FPM12-01) - Reallocation of Capital Project Funds to the Central Library John Wilson Room HVAC replacement project.
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Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

Requested Meeting Date:	<u>August 25th, 2011</u>	Amount of Time Needed:	<u>5 min</u>
Department:	<u>County Assets</u>	Division:	<u>Facilities & Property Management</u>
Contact(s):	<u>John Lindenthal and Greg Hockert</u>		
Phone:	<u>503-988-4213</u>	Ext.:	<u>X84213</u>
I/O Address:	<u>274/1</u>		
Presenter Name(s) & Title(s):	<u>John Lindenthal, Capital Improvement Program Manager; Greg Hockert, Project Manager</u>		

General Information

- What action are you requesting from the Board?**
Requesting Board approval to reallocate \$100,000 from the Central Library Lighting Upgrade project to the Central Library John Wilson Room HVAC replacement.
- 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.**
Multnomah County Library is currently renovating the John Wilson Room. During the design phase of this project it was determined that the HVAC equipment for this room was at the end of its life. It is in the County's best interest to replace the HVAC unit in conjunction with the current project. This eliminates significant soft costs associated with work in this room. Combining the HVAC work with the John Wilson Room renovation project gains economy's of scale, project efficiencies and is fiscally responsible.
- Explain the fiscal impact (current year and ongoing)**
There is impact to individual project budgets and no impact to the overall FY12 Capital

Improvement Program (CIP) budget.

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

ATTACHMENT A

Budget Modification

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).**

None.

• **What budgets are increased/decreased?**

None. Project level budgets changes only: John Wilson Room HVAC increased \$100,000 and Central Library Lighting project decreased by \$100,000.

• **What do the changes accomplish?**

Allows the John Wilson Room HVAC to be replaced in conjunction with the current project. Eliminating need to disrupt program later to replace unit. The impact is to individual project budgets and will not affect the overall FY12 Capital Improvement Program (CIP) budget.

• **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: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

ATTACHMENT B

BUDGET MODIFICATION: FPM12-01

Required Signatures

**Department/FPM
Director (or
designee):**



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Date:

8-12-11

Budget Analyst:



Date:

8-10-11

**Chief Financial
Officer (CFO):**



Date:

8/12/11

Budget Director:

Date:

Budget Modification ID: FPM12-01

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: 2012

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
						Cost Center	WBS Element						
1	78-50	2509	78008a	60			CP10.09.46	60530	579,393	479,393	(100,000)		Lighting Upgrade B601
2	78-50	2509		60			CP10.12.40	60530	0	100,000	100,000		John Wilson Room HVAC
3										0			
4										0			
5										0			
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