



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
BUDGET MODIFICATION**

(Revised: 5/24/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-2 DATE 2/6/14  
MARINA BAKER, ASST BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 2/6/14  
Agenda Item #: R.2  
Est. Start Time: 9:35 am  
Date Submitted: 1/22/14

**Agenda Title: Budget Reallocation of \$400,000 from FY 2014 Capital Funds for the Willamette Boathouse Project # FPM-14-03**

*Note: if Contingency, use that form. If item other than a BudMod, please use different APR. : Title should not be more than 2 lines but sufficient to describe the action requested.*

**Requested Meeting Date:** February 6, 2014 **Time Needed:** 10 mins.  
**Department:** County Assets **Division:** Facilities  
**Contact(s):** John Lindenthal, Jason Gates  
**Phone:** 503-988-4213 **Ext.** X84213 **I/O Address:** Bldg. 274/1  
**Presenter Name(s) & Title(s):** John Lindenthal, Sam Lasko, Jason Gates

**General Information**

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

Request approval of a budget reallocation of FY 2014 Capital funds in the amount of \$400,000 for the Willamette Boathouse Project CP08.13.20 – FPM-14-03.

**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.**

This is a summary of the cost increase developed from the project budget of \$275,000 for the boathouse construction to the current \$675,000. This was considered an informal procurement and now is a formal bid for construction. Also attached the cost breakdown from original to current LRS cost estimate.

When the original proposal for the new boathouse was established the sheriff was moving to a location that had shore based office space and restrooms, etc. Therefore, the original scope of work was for a new boathouse shell. They were going to use the office and restrooms/lockers inside the main building. Negotiations for the new location were unsuccessful.

The original scope of work for a boathouse shell was estimated at \$179,000.

There are several items that were not in the original scope of work, they include but are not necessarily limited to, the following:

1. Mechanical system - Original was base board heat. No A/C. A ductless system is more efficient and eco friendly but is more expensive than a standard mechanical system with ducts. A ducted system would also increase the size of the boathouse to accommodate the mech. system. Original allowance \$8,500. Revised \$45,000.
2. Fiberglass windows with mirrored glass - original scope of work had vinyl windows, with no mirrored glass. A long term investment better insulated to outside river conditions and increased security. Original allowance \$14,000. Revised \$24,000
3. Toilet and locker rooms – not in original scope of work. Revised \$42,000 – Meet ADA and also added an Ejector pump in case the boathouse is ever moved to a location that sewer/water needs to be pumped. Boathouse would be more self-sufficient to move to different location if ever needed.
4. Casework – increased quality level of the casework items which makes sense for longevity and marine conditions. What is currently proposed can be reduced in quality, but not recommended. Original allowance: \$4,000+/- . Revised \$7,200+/-.
5. The quality of the metal roof and siding was not defined/qualified in the original bid. A higher quality level is proposed. Original allowance \$18,000. Revised \$38,000
6. Flotation originally proposed to be Douglas fir logs. Styrofoam floats are more durable, better stability and longer life span. Original allowance \$75,000. Revised \$125,000.
7. LED and Security lighting - Security flood lights and LED around the perimeter of the boathouse. LED lighting is more energy efficient, longer life and requires less maintenance. Original allowance \$3200. Revised \$7800.
8. Certain code requirements were not in original scope of work. For instance, occupancy sensors are in the current documents (code requirement), the original did not have this. Also, increases in base costs increases the general conditions which include insurance, overhead, etc.

Please keep in mind that construction of the boathouse with the current new proposal would make the Willamette Boathouse self sufficient and can be moored at a location that has no utilities (power, sewer, water, phone or IT) for a period of time. This is in case of a emergency or catastrophe situation. The dive team also utilizes the Willamette boathouse.

The budget adjustment will allow for a quality boathouse with office space to be constructed that will meet long term needs of the Sheriff's office and provide it with the flexibility to relocate it at a future date.

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 \$400,000 from the Future Capital Projects line item (CP08.14.2507) to the Willamette Boathouse Project (CP08.13.20). These funds were a part of the FY2014 carry-over funds in the Capital program plan. This budget reallocation will bring the project budget total to \$675,000.

**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:** 1/21/14

**Budget Director:** Karyne Kieta \s\ \_\_\_\_\_ **Date:** 1/14/14

**Chief Financial Officer:** Mark Campbell \s\ \_\_\_\_\_ **Date:** 1/15/2014

**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.*

Budget Modification ID: **FPM14-03 R- 1/09/2014**

### 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)	Subtotal	Description
						Cost Center	WBS Element						
1	78-50	2509	78007	020			CP08.14.2507	60530	(1,500,000)	(1,100,000)	400,000		Future Capital Projects
2	78-50	2509	78007	020			CP08.13.20	60530	(275,000)	(675,000)	(400,000)		Mid County Health HVAC Improvements
3										0			
4										0			
5										0			
6										0			
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29										0			
											0	0	Total - Page 1
											0	0	GRAND TOTAL



FM Side			PS/CO Side			Cost Element/Commitment		Notes
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element	Item		
<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						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.

<b>Functional Area Assignments ~ Based on Fund</b>		
<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.

<b>Functional Area Assignments ~ Based on Department (Fund Center)</b>		
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.*