

Capital and Maintenance Projects

Capital Projects

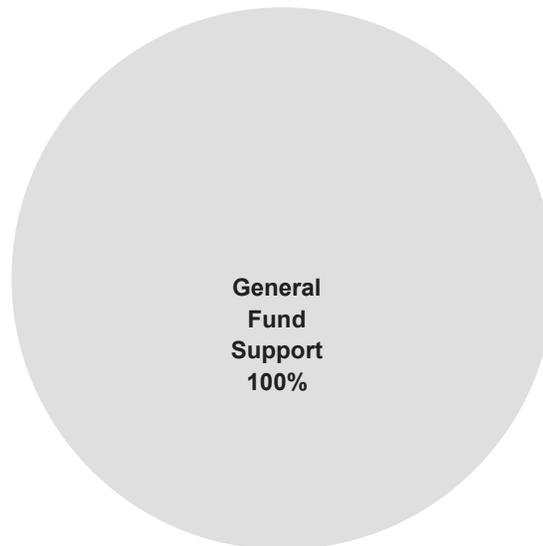
Maintenance Projects

PURPOSE STATEMENT

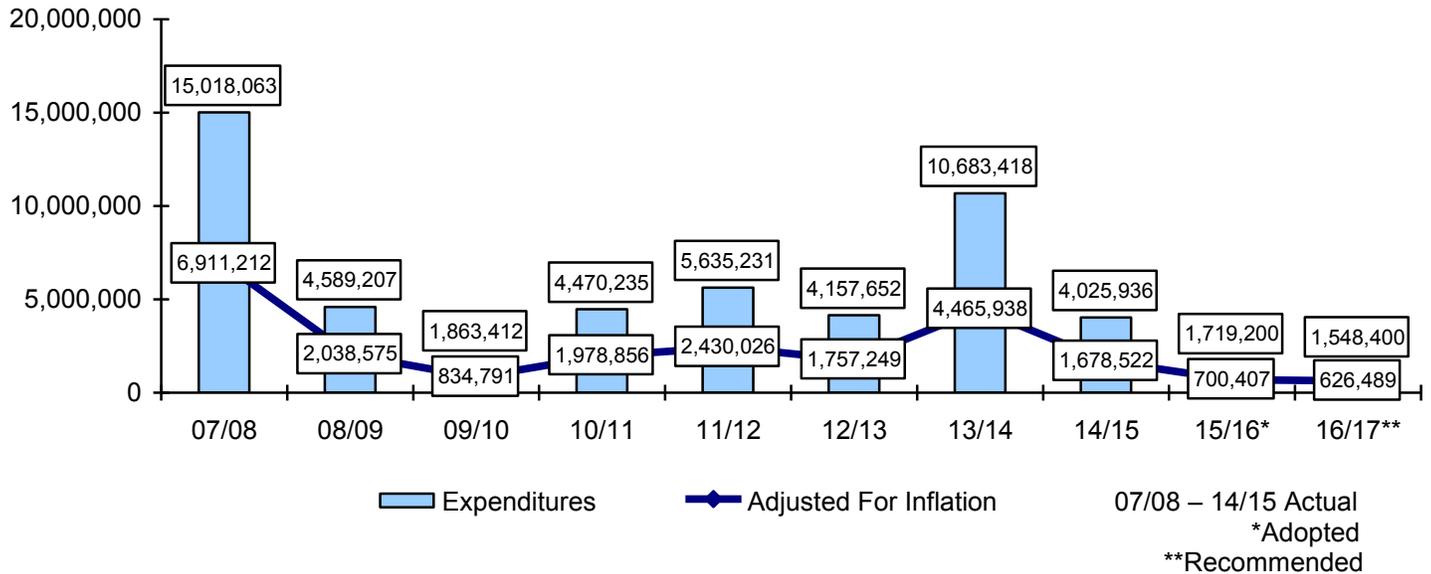
Provides funds for acquiring and constructing buildings, structures and improvements to facilities, which generally cost more than \$25,000. Projects under \$25,000 are generally classified as maintenance projects and are reflected in Fund Center 200 – Maintenance Projects. Policies governing the development and selection of Capital Improvement Projects are set forth in the Budget Policies and Goals approved by the Board each year.

<u>Financial Summary</u>	<u>2015-16 Budget</u>	<u>2015-16 Projected</u>	<u>2016-17 Requested</u>	<u>2016-17 Recommended</u>	<u>Change from 2015-16</u>
Other Financing Sources	\$ 4,321,300	\$ 0	\$ 0	\$ 3,548,400	\$ (772,900)
Total Revenue	\$ 4,321,300	\$ 0	\$ 0	\$ 3,548,400	\$ (772,900)
Fund Balance Available	\$ 897,920	\$ 897,920	\$ 0	\$ 0	\$ (897,920)
Cancelled Reserves	0	1,199,787	0	0	0
Total Financing Sources	\$ 5,219,220	\$ 2,097,707	\$ 0	\$ 3,548,400	\$ (1,670,820)
Salary and Benefits	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Services and Supplies	0	0	0	0	0
Other Charges	0	0	0	0	0
Fixed Assets	1,719,220	0	3,516,150	1,548,400	(170,820)
Gross Expenditures	\$ 1,719,220	\$ 0	\$ 3,516,150	\$ 1,548,400	\$ (170,820)
Contingencies	0	0	0	0	0
New Reserves	3,500,000	3,500,000	0	2,000,000	(1,500,000)
Total Financing Requirements	\$ 5,219,220	\$ 3,500,000	\$ 3,516,150	\$ 3,548,400	\$ (1,670,820)

Source of Funds



10 Year Expenditures Adjusted For Inflation



SERVICE PROGRAMS

Capital Projects has a total expenditure level of \$1,548,400 to provide the following services:

Capital Projects

Funding of Board adopted capital projects in conformance with established policies.

Total Expenditures: \$1,548,400 Total Staffing (FTE): *

* Staffing is reflected in FC 405 – Public Works, FC 113 – Facilities Management, and FC 305 – Parks

COUNTY ADMINISTRATOR’S COMMENTS AND RECOMMENDATIONS

Capital project recommendations are based upon the guidance contained in the Board of Supervisors’ budget policies. Board policy directs staff to prioritize projects based upon a set of criteria. For example, projects that are legally mandated or necessary to improve health and safety conditions receive the highest priority. Some capital projects have funding sources, often in the form of grants or other outside funding, that become available during the fiscal year. These projects may be evaluated outside of the annual budget cycle and funded mid-year as part of a Board of Supervisors agenda item. Two major capital projects are anticipated for separate consideration mid-year in FY 2016-17: a new animal shelter and a co-located dispatch facility. As these projects continue through the planning stages and funding is identified, they will be brought to the Board of Supervisors for approval.

The Capital Projects budget contains financing for major one-time projects such as acquisition of land and buildings, construction of buildings and structures, and significant improvements to facilities. Other capital expenditures, which may include infrastructure and the purchase of vehicles, equipment, or technology projects, are contained in department budgets included in other sections of the document:

- Fund Center 245: Roads – Transportation infrastructure projects such as roads, bridges, and traffic improvements.
- Fund Center 405: Public Works Internal Service Fund and Special Districts Budget – Infrastructure projects such as water, wastewater, and flood control systems.
- Fund Center 407: Fleet Services – Vehicle replacements.
- Fund Center 266: Countywide Automation Replacement – Automation systems projects to support technology-related activities.

The process by which projects are evaluated and selected begins with an annual request to County departments to submit proposed maintenance and capital projects for the annual budget as well as for the Five Year Infrastructure and Facilities Capital Improvement Plan. Submitted projects are evaluated by a team comprised of representatives from Public Works, Central Services, Planning and Building, Parks and Recreation, Airports, and the Administrative Office. Each submitted project is reviewed and ranked based on the criteria in the Budget Policies adopted by the Board of Supervisors. All of the proposed projects are then presented to the Capital Improvement Executive Steering Committee (CI-ESC), which is chaired by the County Administrator and comprised of 10 County department heads. The capital projects recommended in this budget are the result of the CI-ESC's review of the submitted projects. The most recent Five Year Infrastructure and Facilities Capital Improvement Plan was approved by the Board on February 16, 2016.

A total of \$1,548,400 is recommended to be allocated from the General Fund to cover the costs of six capital projects. This is a decrease of \$170,820 or 10% compared to FY 2015-16 adopted levels. In addition, \$2 million of General Fund is recommended to be allocated to the Facilities Planning designation of Capital Projects Fund reserves.

FY 2016-17 Recommended Capital Improvement Projects

The following capital improvement projects are recommended for funding in the FY 2016-17 budget:

Shandon Well & Water Connection

Recommended Funding Level: \$148,000	Funding Source(s): General Fund
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Project Description: This project allows for the Department of Parks and Recreation to continue to provide irrigation water at CW Clarke Park for the sports fields and park area. The Departments of Public Works and Parks and Recreation currently have a shared well; however it has become necessary to separate PW water (utilized for the community) and Parks water (utilized for irrigation of the park).	Justification: State Law now requires that the water sources for Public Works and the Parks & Recreation Department be separate. This project will allow for each water user to legally obtain their water source with uninterrupted service.
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Operating Cost Impacts: Minimal cost impacts to maintenance are expected.	Intended Outcomes: Provide separate water sources for the Departments of Public Works and Parks and Recreation.
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Map of Project Area:



Backup Power Solution at Carrizo Fire Station

Recommended Funding Level:
\$148,100

Funding Source(s):
General Fund; Cal Fire

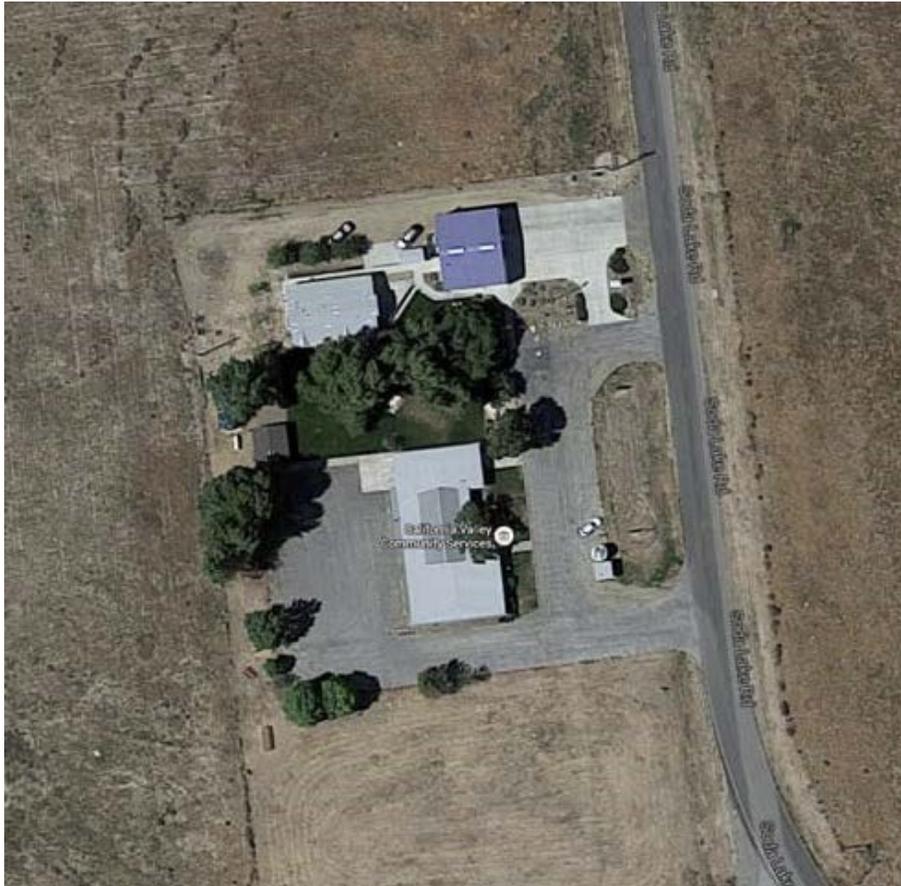
Project Description:
This project would provide a backup power supply for the Carrizo Plains fire station. The power supply would provide facility power, radio communications, and water pressure to allow operation of the fire station during regular power outages that last a minimum of 4 hours at a time.

Justification:
This project would help alleviate a threat to the health and safety of CAL FIRE/County Fire employees, and to their ability to provide services to their community.

Operating Cost Impacts:
Moderate cost impacts to maintenance are expected in order to maintain the equipment.

Intended Outcomes:
Provide an on-going power supply to the Carrizo Plains Fire Station.

Map of Project Area:



La Panza Communications Site Tower

Recommended Funding Level:
\$244,000

Funding Source(s):
General Fund

Project Description:

The project will construct a new 80 foot tall public safety radio communications tower to replace the existing microwave dish mounting structure currently installed on a roof top. The tower would provide the required vertical separation for planned public safety radio antennas and microwave dishes.

Justification:

The La Panza site is included in the Communications Site Development Plan and, once activated, will expand the public safety radio dispatch coverage area by approximately 700 square miles.

This project replaces the existing roof mounted scaffold-type structure constructed in the early 1960s and will provide the vertical antenna separation required to minimize interference for our public safety dispatch channels.

Operating Cost Impacts:

Minimal cost impacts to information technology and maintenance are expected in order to operate and manage the system.

Intended Outcomes:

To provide a reliable, fault-tolerant public safety communications infrastructure.

Map of Project Area:



Cuesta Peak Communication Tower

Recommended Funding Level: \$244,000	Funding Source(s): General Fund
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Project Description: The project will replace one of the existing Triax brand towers on Cuesta Peak due to the existing communication tower being beyond the useful life. The existing tower is deteriorating due to environmental conditions including, moisture (rust), and wind load fatigue on the steel.	Justification: Replacement of the tower is necessary to maintain functionality of the communication facility and preserve uninterrupted communications system service to emergency first responders.
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Operating Cost Impacts: Minimal cost impacts to IT and maintenance are expected in order to operate and manage the system.	Intended Outcomes: To provide a reliable, fault-tolerant public safety communications infrastructure.
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Map of Project Area:



**Status of Facility Projects on the County's Five Year Infrastructure and
Facilities Capital Improvement Plan**

The County Infrastructure and Facilities Five Year Plan identifies potential capital projects with an estimated expense of \$100,000 or greater and which are planned to be considered for development during the FY 2016-17 through FY 2020-21 time frame. The County Infrastructure and Facilities Five Year Plan and the complete listing of projects can be found at the following internet address:

http://www.slocounty.ca.gov/GSA/CIP_5_Year_Plan.htm

The following section identifies projects on the County Infrastructure and Facilities Five Year Plan that are already in process. This listing addresses those projects which have an estimated total expense of \$1 million or more and have already received full or partial allocation of funding.

Los Osos Landfill Remediation

Location: Off Turri Road near Los Osos

Expense: \$662,300

Sources of Funding: General Fund

Operational Impacts: A moderate increase in operational and annual maintenance expenses is anticipated from this project due to operational and permitting requirements.

Project Summary and Status:

This project consists of the design and construction of a Groundwater Extraction and Treatment facility at the Landfill to treat contaminated groundwater as part of required corrective action mandated under Regional Water Quality Control Board (RWQCB) Waste Discharge Requirements Order No. R3-2007-0023.

The County has the responsibility for the landfill to meet Federal, State and County health laws, rules and regulations since its closure in 1988. Since then Public Works has been working with the RWQCB to conduct corrective action programs focusing on groundwater contaminant removal. This funding request is an augmentation of the existing project budget to address subsequent phases of work.

Psychiatric Health Facility (PSH) Sally Port Entry

Location: 2178 Johnson Avenue, San Luis Obispo

Expense: \$102,000

Sources of Funding: General Fund

Operational Impacts: No increase in operational or annual maintenance expenses are anticipated from this project.

Project Summary and Status:

Previously funded as part of the FY 2015-16 Budget, the project will create a new sally port type entrance at the Psychiatric Health Facility off Johnson Avenue. The sally port is a secure entryway to control entrance and egress via a series of doors or gates. The funding request is an augmentation of the existing project budget of \$123,200 to address scope changes.

New Airport Terminal

Location: 901 Airport Drive, San Luis Obispo

Expense: \$35.4 million

Sources of Funding: \$26.5 million Federal Aviation Administration (FAA) Grants, \$5.43 million Facility Charges, \$3.45 million Airport Enterprise Fund

Operational Impacts: Once constructed, the new terminal will experience an increase in operating expense. The facility will accommodate current passenger loads and allow for future growth.

Project Summary and Status:

With the help of initial grant funding from the FAA, the design of the new airport terminal in San Luis Obispo has been completed. A new terminal will resolve FAA compliance issues stemming from proximity of the current terminal and aircraft parking areas to the runway and taxiways, and will provide more space for passengers, staff and airlines. In August 2015 the construction bid was awarded and construction began in October 2015. The terminal is estimated to be completed during summer 2017.

Animal Shelter Expansion/Remodel

Location: 885 Oklahoma Avenue, County Operational Center off Highway 1 between Morro Bay and San Luis Obispo

Expense: \$1.26 million

Sources of Funding: \$1.13 million in Facility Planning Reserves, \$135,000 in Building Replacement Reserves

Operational Impacts: No notable increase in operational expense is anticipated from this project for operations of a new facility. Annual maintenance expense is expected to slightly decrease.

Project Summary and Status:

The expansion/remodel project was approved in FY 2007-08. However, all construction bids received for the expansion/remodel project were rejected because the lowest responsive bid exceeded the project budget. Project options were presented to the Board of Supervisors during FY 2014-15 recommending a new building and site due to the condition of the existing facility and the history of the current location residing on top of an abandoned landfill.

A site selection study has been completed and a vacant parcel adjacent to the Woods Humane Society at the County Operations Center has been recommended. Authorization to use a design-build project delivery method was given by the Board of Supervisors in April 2016, enabling usage of a best-value option for the County for construction of the new facility. A new capital project will be created upon Board approval of the project funding and cost sharing discussions between the County and the Cities. Total project costs are expected to be approximately \$10-14 million.

**Bob Jones Trail Extension (Ontario Road)
Octagon Barn Staging and Parking Lot Improvements and
South Higuera Left Turn Lane Improvements**

Location: 4400 Octagon Way, San Luis Obispo. Located on South Higuera., south of the San Luis Obispo city limits.

Expense: \$4,039,698

Sources of Funding: \$400,000 National Wildlife Foundation; \$2,585,200 Public Facilities Fees; \$300,000 California Department of Transportation Statewide Transportation Improvement Program (STIP); \$287,698 California Department of Transportation; \$461,800 San Luis Obispo Council of Governments (SLOCOG); \$5,000 Land Conservancy.

Operational Impacts: The Land Conservancy will be responsible for maintaining the Octagon Barn premises and site improvements.

Project Summary and Status:

This project includes the preliminary design, environmental review, permits, right-of way acquisition, construction documents, and construction of the first segment of an approximately 4.4 mile section of a mostly class I multi-use pedestrian/bicycle pathway from the Octagon Barn to the Ontario Road staging area.

This project also includes the Octagon Barn Staging area parking lot improvements and South Higuera left turn lane improvements. The staging area will provide parking and amenities for the bicyclists and pedestrians utilizing the future pathway, which will ultimately connect San Luis Obispo to Avila Beach. The project consists of design and construction of a parking area on the Octagon Barn site, and a left turn lane from South Higuera Street into the new parking area. Completion of construction documents is scheduled for Spring 2016. Construction of the parking area and left turn lane will begin prior to the end of FY 2016-17.

Restore Cayucos Pier

Location: Intersection of Ocean Front Street and Cayucos Drive, Cayucos

Expense: \$4.05 million

Sources of Funding: \$1.71 million Parks Operating Funds; \$230,000 from Save The Pier organization; \$750,000 from California Wildlife Conservation Board; \$750,000 from California Coastal Conservancy; \$5,000 from Chevron Corporation; and a \$600,000 General Fund Loan

Operational Impacts: A significant decrease in maintenance expense is anticipated from the pier rehabilitation project.

Project Summary and Status:

The pier was closed by the County in July 2013 due to public safety concerns. The construction project was undertaken to restore the deteriorating Cayucos Pier. Construction elements included in the pier construction rehabilitation project were replacement of pier piles, pier decking, electrical infrastructure and lighting, safety railing, and dry fire suppression system.

Construction on the pier was planned to occur in two phases. Phase One construction began in December 2013 and was completed in January 2014. Phase Two covered included the substantial pier rehabilitation. Phase Two construction on the pier began in October 2014 and was completed and reopened to the public in October 2015. The project is in the close-out phase.

Juvenile Hall Expansion

Location: 1065 Kansas Avenue, County Operational Center off Highway 1 between Morro Bay and San Luis Obispo

Expense: \$19.96 million

Sources of Funding: \$13.12 million in State SB81 funds; \$3.5 million in Juvenile Hall Detention Reserves, \$0.4 million in Facilities Planning Reserve Designation; \$1.54 million in General Government Building Replacement Designation and \$1.4 million from deferring other projects, and \$24,405 from County Office of Education. (The project will also require \$1.4 million of in-kind match of County resources.)

Operational Impacts: When fully operational, the Juvenile Hall expansion will require seven additional positions to staff the expanded facility. Annual staffing and operational costs are estimated to be \$660,665. First year expenses for the treatment program mainly due to one-time purchases are estimated to be \$69,426. Annual counseling services for the treatment program are estimated to \$150,000. The Probation Department intends to offset this expense by annual savings in group home placements which are estimated to be \$670,689 and with additional annual revenues from Public Safety Realignment estimated to be \$209,402.

Project Summary and Status:

This project will expand the County 45-bed Juvenile Hall with the addition of 20 high-security beds, classrooms, an indoor multipurpose/recreational space, and staff offices. In addition, 15 of the existing 45 detention beds will be converted to an in-custody treatment facility for habitual offenders. The completed facility will have a 65-bed capacity. The in-custody treatment program will reduce the number of juvenile offenders that are sent out of County/State for treatment at residential treatment facilities. The project is under construction with an expected completion date of fall 2016.

Parks – Replace Morro Bay Golf Course Water Line

Location: Morro Bay Golf Course – Morro Bay Golf Course and ‘Chorro Flat’ irrigation wells

Expense: \$1.1 million

Sources of Funding: The project was initially funded \$100,000 in FY 2006-07 from Facility Planning Reserves. In FY 2014-15, the Department of Parks and Recreation received a \$1 million internal loan from General Fund to finance the irrigation water pipeline replacement project.

Operational Impacts: No increase in operational expense is anticipated from this utility line replacement. Some decrease in annual maintenance expenses and water charges are anticipated due to correction of utility line leaks, deficiencies, and elimination of emergency repairs.

Project Summary and Status:

The project will replace an existing six-inch water utility line from the Chorro Flat irrigation wells to the concrete water storage tank near the top of Black Hill above Morro Bay Golf Course which supplies the irrigation water for Morro Bay Golf Course. The water delivery system has been prone to leaking and emergency repairs by Parks and Golf staff. The design will review alternative routes for the new waterline to minimize environmental and cultural impacts to the area.

The topography and aerial surveys of the route were completed in 2014 and preliminary design work is underway. The County has completed many of the required environmental studies for a Coastal Land Use Permit application, including coordination with U.S. Army Corps of Engineers, California Coastal Commission, U.S. Fish and Wildlife Service, California Department of Fish and Wildlife, and Regional Water Quality Control Board. The County is currently seeking approval from State Parks to test for an alternate well site in close proximity to the golf course and existing water storage tank.

Women's Jail Expansion

Location: 1585 Kansas Avenue – off Highway 1 between Morro Bay and San Luis Obispo at the County Operational Center

Expense: \$40.7 million

Sources of Funding: \$25.1 million State AB 900 funds; \$7.0 million in Detention Facility Reserves; \$4.4 million in Criminal Justice Facility Construction Fund, \$3.5 million in Facility Planning Reserves; \$694,000 in General Fund; \$50,000 in Building Replacement Fund

Operational Impacts: When fully operational, the facility will require up to 11 additional staff with an estimated expense of \$1.4 million and additional operational expense for utilities, inmate food and clothing and maintenance of \$200,000. Operational expense will be phased in based on the inmate population level. Funding from AB 109, Public Safety Realignment, will offset the majority of the operational cost increase reducing the operational cost impacts to the County General Fund.

Project Summary and Status:

The project consists of three components. The first component is a 38,000 square foot women's jail housing unit which will be capable of housing 198 female inmates. The second component is a new 8,300 square foot medical/programs facility which will serve both the men's and women's jail units. The third component is a new security system to serve the entire jail. The total cost of all three required components is \$40.7 million. Construction began in February 2014 and completion of the women's housing unit and security system are scheduled in August 2016 and the medical/programming facility in February 2017.

Elevator Modernization (Old Courthouse, SLO Library, Department of Social Services)

Location: Old Courthouse, 976 Osos St. San Luis Obispo, San Luis Obispo
City/County Library, 995 Palm St., San Luis Obispo
Department of Social Services, 3433 South Higuera St., San Luis Obispo

Expense: \$1.45 million

Sources of Funding: General Fund

**Operational
Impacts:**

Once constructed, the elevators in the facilities will experience a slight decrease in maintenance expenses. With the major machine replacement for the elevator located in the Old Courthouse energy efficiency will increase.

Project Summary and Status:

Modernize and make Americans with Disabilities Act (ADA) compliant elevator #8 located at Old Courthouse, which was originally installed in 1942; elevator #9 at the City/County Library, which was installed in 1988; and elevator #12 located at the Department of Social Services, which was installed in 1992. Preliminary elevator assessment to identify specific deficiencies was completed, the Department of Social Services elevator is complete and was placed in service on March 11, 2016, the Old Courthouse Elevator is under contract with the equipment on order and construction expected to start in August 2016, and the City/County Library elevator RFP is in progress with construction starting late October 2016 that aligns with the proposed Library remodel. Construction and State Certification on the Old Courthouse and City/County Library are expected to be complete by the end of the fiscal year.

Letter Designators for Status for the Capital Project Listing

A listing of individual capital projects from prior years is included in the tables that follow this section. The far right column includes a status designator. The following provides an explanation of the designators in the status column

- P - Programming** This is the initial phase of the project that can include development of needs assessments, facility planning, space planning, site analysis/constraints, environmental determination, soils reports and topographic evaluations.
- D - Design** This phase is for development of the project design using County staff or contracted architectural support. Depending upon the size of the project, the phase may include development of documents for conceptual, schematic, design development, and construction documents. It may also include identification of specifications for equipment and/or furniture and fixtures and other project components unique to the project.
- B - Bidding** This phase involves requests for quotes or informal bids on smaller scale projects and the release of construction documents formal bids on larger projects. It also includes verification of contractor bonds and development of construction contracts.
- C - Construction** This project phase is the actual work on construction, demolition, renovation and installation of the project.
- CO - Close Out** This is the concluding phase of the process and involves the formal Notice of Completion, construction warranty, the final accounting and closing of invoices and purchase orders, and the release of the retention portion of the contract once all conditions have been satisfied. At the end of this process, the project is complete.
- U - Unassigned** This identifies projects that have not yet been assigned to an Architectural Services Coordinator and is awaiting staffing availability to begin the process.
- H - Hold** Projects may be placed on hold when new conditions or situations arise that may inhibit moving forward with the project. This may include site situations discovered during construction, changes to the laws and regulations, project costs that are considerably greater than originally identified, changes to the scope of the project and opposition from community groups or other governmental organizations.

**Maintenance Projects
Fiscal Year 2016-17 Proposed Budget**

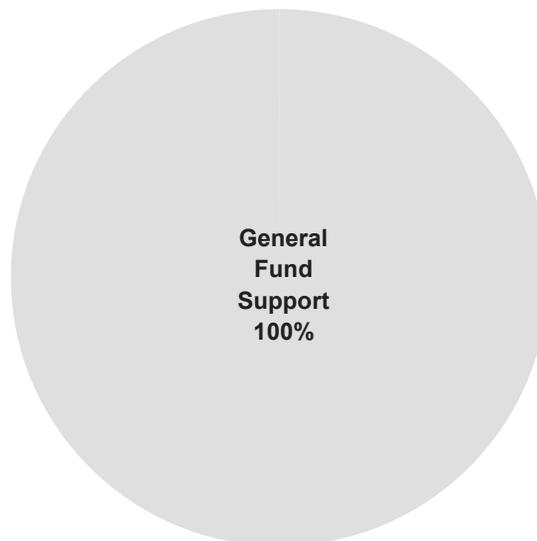
Fund Center 200

PURPOSE STATEMENT

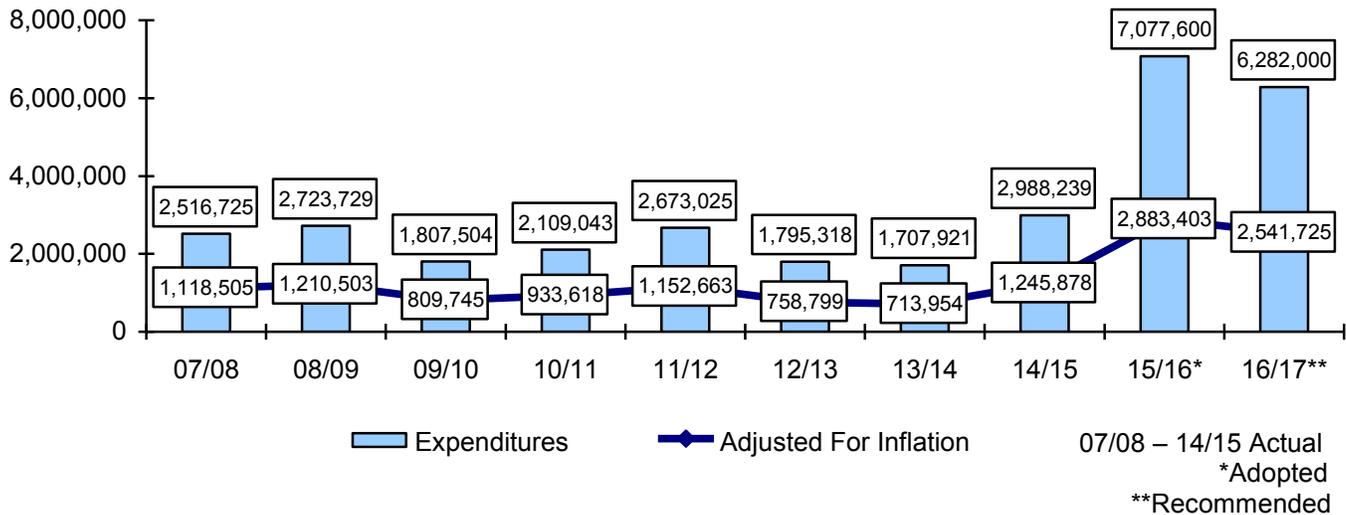
Provides funds for the repair, renovation and maintenance of County facilities.

<u>Financial Summary</u>	<u>2015-16 Budget</u>	<u>2015-16 Projected</u>	<u>2016-17 Requested</u>	<u>2016-17 Recommended</u>	<u>Change From 2015-16</u>
Other Financing Sources	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ (150,000)
**Total Revenue	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ (150,000)
Services and Supplies	7,077,600	0	1,983,700	6,282,000	(795,600)
**Gross Expenditures	\$ 7,077,600	\$ 0	\$ 1,983,700	\$ 6,282,000	\$ (795,600)
General Fund Support (G.F.S.)	\$ <u>6,927,600</u>	\$ <u>0</u>	\$ <u>1,983,700</u>	\$ <u>6,282,000</u>	\$ <u>(645,600)</u>

Source of Funds



10 Year Expenditures Adjusted For Inflation



SERVICE PROGRAMS

The Maintenance Projects budget has a total expenditure level of \$6,282,000.

Countywide Projects

Provides funding by category of the following types of countywide maintenance projects: roof repair, heating, ventilation and air conditioning equipment maintenance; painting; restroom renovation; flooring, sidewalk and paving maintenance; coaxial cable installation; signage of facilities; coastal accessway maintenance; energy conservation, storm water pollution control, and for development of plans and specifications for maintenance activities and renovations of facilities.

Total Expenditures: \$5,803,800 Total Staffing (FTE): *

Facility Maintenance

Provides specific funding for individual maintenance projects necessary to maintain the County's facilities, excluding Parks and Libraries.

Total Expenditures: \$478,200 Total Staffing (FTE): *

* Staffing is reflected in FC 405 – Public Works, FC 113 – Facilities Management, and FC 305 – Parks

COUNTY ADMINISTRATOR'S COMMENTS AND RECOMMENDATIONS

Maintenance project recommendations are based upon the guidance contained in the Board of Supervisors' budget policies to provide adequate funds to maintain County facilities. The majority of funds are for general maintenance such as painting, maintaining County parking lots, replacing heating and air conditioning units, roofing, energy and water conservation measures, and Americans with Disabilities Act (ADA) improvements. This budget primarily funds activities which are considered to be routine expenditures for the maintenance, remodeling, and repair of existing facilities.

Maintenance projects are generally funded either as one of several Countywide maintenance categories or as an individual standalone project. The Countywide maintenance categories are described in a later section of this narrative. The allocations of funding in these categories can be applied to a variety of planned projects as well to address unanticipated or emerging maintenance needs. Standalone projects are projects which receive a specific allocation of funding to accomplish the project identified. Generally, standalone projects are larger projects or are projects that use funding outside of the General Fund.

The historical funding allocation for this budget has averaged approximately \$2.7 million. The allocation of funds for the Countywide Maintenance category has ranged from \$250,000 to \$1.2 million with funding for standalone projects varying with annual needs but ranging from \$125,000 to \$4.8 million. Other Countywide maintenance project categories have fluctuated over the years according to program needs.

The process by which projects are evaluated and selected begins with the annual request to County departments to submit proposed maintenance and capital projects for the annual budget as well as for the Five Year Infrastructure and Facilities Capital Improvement Plan. Submitted projects are evaluated by a team comprised of representatives from the County Public Works, Planning and Building, Parks and Recreation, Human Resources, and Administrative Office departments. Each submitted project is reviewed and ranked based on the criteria in the Board's adopted Budget Policies. All of the proposed projects are then presented to the Capital Improvement Executive Steering Committee (CI-ESC). The CI-ESC is chaired by the County Administrator and comprised of 10 County department heads. The recommended list of standalone projects listed below is the result of the CI-ESC's review of the submitted projects. Some of the smaller projects reviewed by the CI-ESC are not separately identified, but will be developed using funding from the Countywide maintenance categories. The amounts recommended for the Countywide categories were determined with input from the Public Works Department. The Five Year Infrastructure and Facilities Capital Improvement Plan was approved by the Board on February 16, 2016.

The total recommended expense for FY 2016-17 is \$6,282,000. This is \$795,600 or 11% less than FY 2015-16 adopted levels.

The next sections describe the standalone projects to be established in FY 2016-17 and the recommended allocations for the Countywide categories. Following these is a list of currently active, previously established standalone maintenance projects. Many of these projects may not be receiving any additional allocation in FY 2016-17 because they are either in the construction phase or their previous allocations are sufficient.

FY 2016-17 MAINTENANCE PROJECTS

There are two standalone maintenance projects, totaling \$478,200. A brief description, the amount allocated, and the source of funding are identified for each of the projects identified below.

STANDALONE PROJECTS

- **Sheriff – Replace Sheriff Admin Roof**

The Sheriff's Administration building was originally built in 1971. The building has a minimally sloped, hot-mop gravel roof that is well beyond its useful life span of 20 years. Repairs and on-going patching of the roof are no longer sufficient to address deficiencies, leaks and other deferred maintenance items. Roof replacement will extend the overall life of the building and reduce on-going maintenance costs at the facility.

- Project Cost: \$240,300
- Funding Source: General Fund

- **Sheriff – West Housing Cell Door Replacement**

This project replaces all cell doors with windows in the West Housing unit with new doors with food/cuff ports. AB 109 (Public Safety Realignment) has increased the number of inmates in the County Jail serving long term sentences for violent felonies. This is the classification of inmate that requires a cell with a food/cuff port. Food/cuff ports are openings in the center of the door which allow cuffing and a passageway for food without having to open the door and risk interacting with a potentially violent inmate.

In other areas of the Jail, cell doors with windows have been replaced with food/cuff port doors; this has proved beneficial in multiple ways. Opening the door of a cell without a food/cuff port puts correctional deputies at risk when interacting with unpredictable and violent inmates. Food/cuff ports provide an additional

Maintenance Projects
Fiscal Year 2016-17 Proposed Budget

Fund Center 200

level of security during a cell extraction. Since the addition of food/cuff ports, there has been a decrease in incidents related to door openings and an increase in deputy efficiency due to the time savings.

- o Project Cost: \$237,900
- o Funding Source: General Fund

COUNTYWIDE MAINTENANCE PROJECT CATEGORIES

The FY 2016-17 recommended allocation for Countywide maintenance categories is \$5,803,800, an increase of approximately 160% over the adopted FY 2015-16 budget. The recommended increase reflects the capacity of the Public Works Maintenance and Architectural Services staff to implement projects during the year and should be sufficient to cover maintenance needs in FY 2016-17.

The following provides a brief summary of each of the Countywide maintenance categories and the amount of new funding allocations that are recommended in the FY 2016-17 budget. These categories of projects are funded by the General Fund. Funding within the individual Countywide maintenance categories may be augmented by the transfer of funds between the categories with the approval of the County Administrator.

Countywide Maintenance Projects \$835,000

Funding in this category is used for the maintenance of buildings, tree trimming, data cabling, minor building electrical system upgrades, energy management systems, flooring, hazardous materials abatement, mechanical (electrical, plumbing, heating, ventilation and air conditioning) replacement, painting, re-keying, building security, facility restroom renovation, re-roofing, sidewalk installation and repair, parking lot repaving, signage, and window covering, upholstery replacements, and a contingency amount for unanticipated maintenance needs. The maintenance projects in this category do not include those in the Library or Community Building categories listed below.

Countywide Facilities Condition Assessment (FCA) Program Repairs \$983,400

This is a new category and represents priority facility repairs that have been identified in the Facility Condition Assessment (FCA) process. As FCAs are conducted on buildings, maintenance issues are identified and categorized according to type and priority. These can then be addressed in an orderly fashion according to staff capacity and available funding. The most urgent priorities generally consist of health and safety-related issues.

Countywide Facilities Master Plan \$525,000

Funding in this category is used to conduct needs assessments, programming, planning and analyses for determining the highest and best use of County property and facilities now and in the future. For FY 2016-7, specific focus will be given to preparing master plans for the County Operations Center and the downtown County buildings in the San Luis Obispo area. Funding will also be used to continue the systematic assessment of facilities as part of the FCA program. Priority repairs that were identified through this process conducted in FY 2015-16 are recommended for funding in the above category.

Countywide Energy & Water Conservation \$1,532,400

Funding in this category finances projects recommended from County energy and water use audits. Many of the projects in this category were the result of a feasibility assessment that was performed on County buildings to identify potential energy saving opportunities. These projects were combined into a mid-year funding package that was approved by the Board of Supervisors on November 3, 2015; however, not all of the projects were able to be funded at the time. The funding in this category will go toward implementing many of these projects.

Countywide Storm Water Pollution Prevention \$778,800

Funding in this category is used to finance projects, plans, improvements, and equipment necessary to comply with Federal and State storm water pollution regulations.

Countywide Department Relocations \$300,000

Funding in this category is for anticipated departmental relocations.

Maintenance Projects
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Countywide Community Buildings \$525,400

Funding in this category finances projects to repair and maintain community buildings such as veterans' halls and community centers owned by the County.

Countywide Library Renovations \$253,800

Funding in this category is used for general renovations, maintenance, and repair of County library facilities.

Countywide Americans with Disabilities Act (ADA) Compliance \$70,000

Funding in this category is for upgrades to current facilities in order to help ensure they meet ADA requirements.

LETTER DESIGNATORS FOR STATUS

P - Programming	This is the initial phase of the project that can include development of needs assessments, facility planning, space planning, site analysis/constraints, environmental determination, soils reports and topographic evaluations.
D - Design	This phase is for project design development using County staff or contracted architectural support. Depending upon the size of the project, the phase may include development of documents for conceptual, schematic, design development, and construction documents as well as identification of specifications for equipment and/or furniture and fixtures and other project components unique to the project.
B - Bidding	This phase involves requests for quotes or informal bids on smaller scale projects and the release of construction documents for formal bids on larger projects. It also includes verification of contractor bonds and development of construction contracts.
C - Construction	This project phase is the actual work on construction, demolition, renovation and installation of projects.
CO – Close Out	This is the concluding phase of the process and involves the formal Notice of Completion, construction warranty, the final accounting and closing of invoices and purchase orders, and the release of the retention portion of the contract once all conditions have been satisfied. At the end of this process, the project is complete.
U - Unassigned	This identifies projects that have not yet been assigned to an Architectural Services Coordinator and is awaiting staffing availability to begin the process.
H - Hold	Projects may be placed on hold when new conditions or situations arise that may inhibit moving forward with the project. This may include site situations discovered during construction, changes to the laws and regulations, project costs that are considerable greater than originally identified, changes to the scope of the project and opposition from community groups or other governmental organizations.