

# FY 18-FY 22 Capital Improvement Program (Amendment Year) Update

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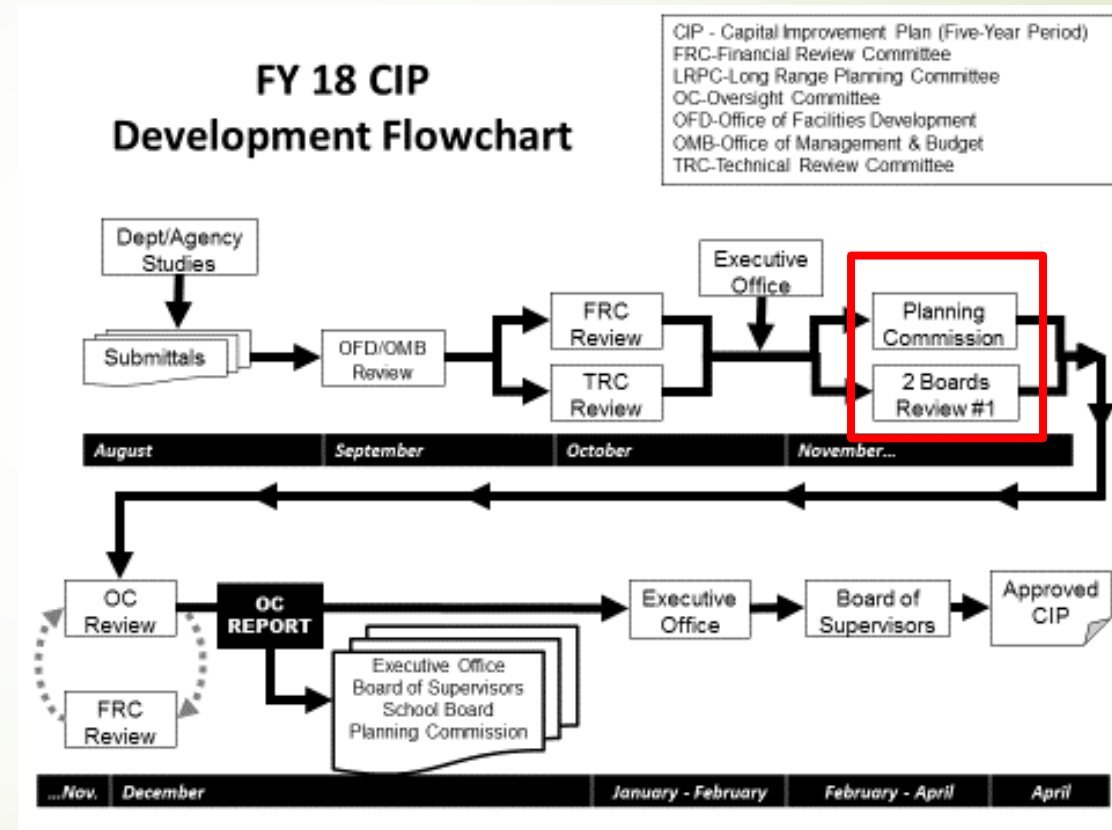
## Desired Outcome:

*Provide high level overview of FY 18 Amendment year requests; review the Technical Review Committee's ranking of projects; and seek feedback from the board to inform Oversight Committee Representatives*

# FY 18-FY 22 Capital Improvement Plan (Amendment Year)

## Agenda:

- Amendment Year Process
- Review of Requests (summary level/highlights)
- Maintenance Funding Levels
- Process Input
- Questions/Discussion





# Capital Improvement Program

The Capital Improvement Plan (CIP) and the Capital Needs Assessment (CNA) – collectively referred to as the **Capital Improvement Program**– represent a statement of the County of Albemarle's policy regarding long-range physical development for the next five-year and ten-year periods respectively.

# Terminology

- Capital Improvement Plan (CIP) = FY 18 – FY 22 Plan
- Capital Needs Assessment (CNA) = Longer-range horizon - FY 23-28 (Updated every other year)
- Capital Budget = First year of the Plan, appropriation authority
- CIP Two Year Request Process
  - Year One – All Dept./Agency Requests/Needs including CNA (10 year look)
  - Year Two – Amendment year, urgent requests/updates only
- Multi-Year CIP Budget = Includes previously Board approved projects that are expected to carry over into FY 18

# Capital Improvement Program (Amendment Year Process)

- **Year 2 (Amendment Year):** Is a streamlined review of the approved projects in the FY 17 CIP amended as of 7/6/16 (Includes Referendum projects)
- Amendment Year Process
  - Administrative changes, including Project Management fee updates
  - Re-submission of unfunded requests and/or new requests must meet the urgent or emergency as follows
  - Funding is requested to begin in FY 18 and...
    - addresses an immediate and critical safety, structural or operational concern
    - and/or required to continue core operations

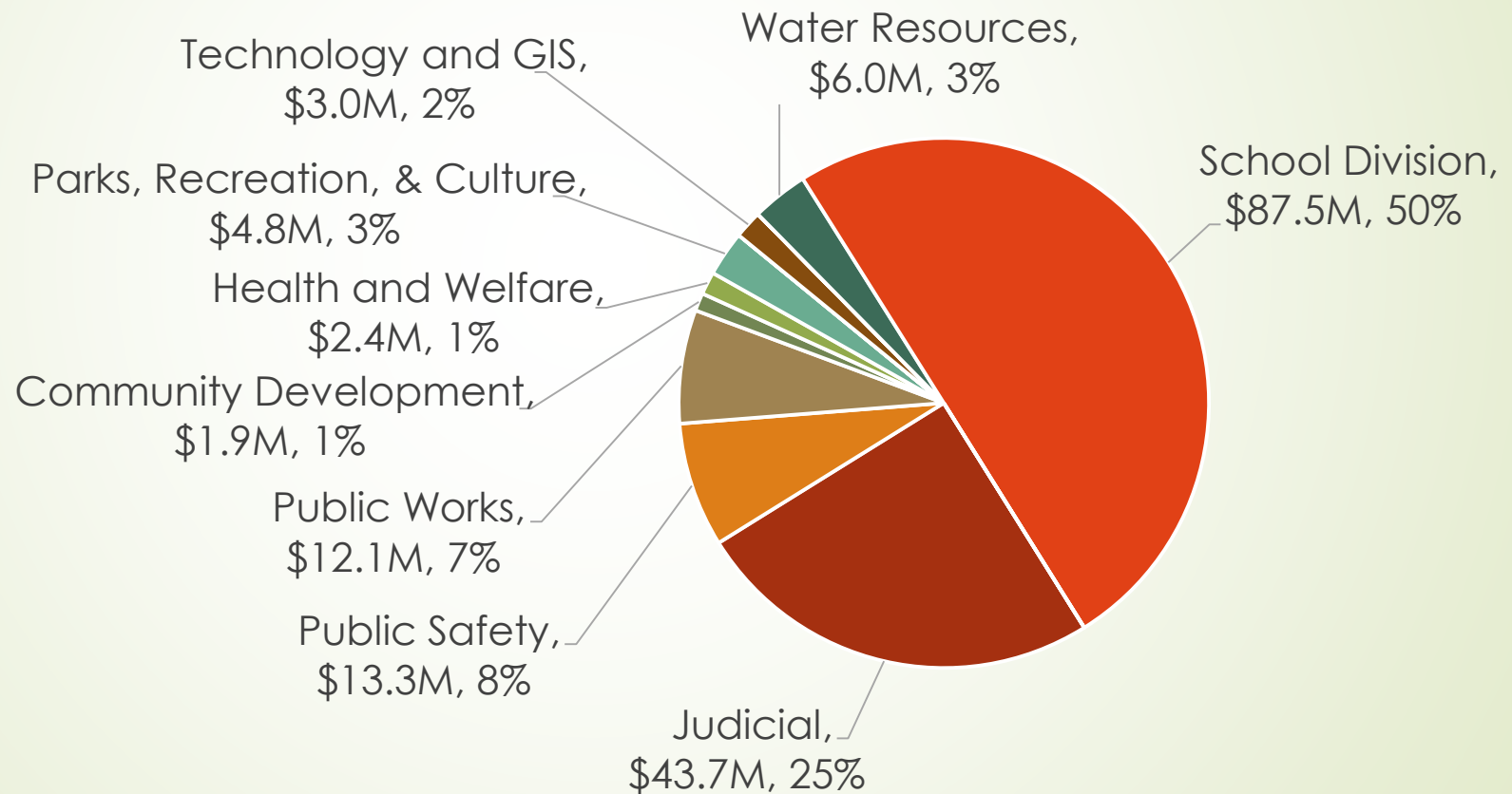
# FY 18-FY 22 Capital Improvement Program Summary of Project Requests

**45 Eligible Requests**, meeting Amendment Year requirements received and reviewed

- 42 of the requests are in the Adopted FY17 Budget
  - 19 requests had no changes from Adopted Budget
  - 17 requests had administrative only changes
  - 1 request had an increases in scope and PM fees
- 3 requests were new and reviewed/ranked by the TRC
- 5 requests were resubmitted but not considered eligible for an amendment year review

# FY 18-FY 22 Capital Improvement Program Summary of Project Requests

Totals \$175M (five-year period), ~ \$3.6M increase over the adopted plan



# FY 18-FY 22 Capital Improvement Program Projects and TRC Ranking

- ▶ Project Request Document Overview
- ▶ Updated or New Requests in recommendation to Oversight Committee:
  - ▶ Schools Maintenance/Replacement (Updated M/R request)
  - ▶ Scottsville ES Parking Lot Safety Improvements (New Non M/R request)
- ▶ New Requests not included in FRC/TRC Recommendation:
  - ▶ PVCC Advance Technology Center (Site Work)
  - ▶ Belvedere Senior Center

# FY 18 – FY 22 Capital Improvement Program Facilities Maintenance Program

- FY 18 – FY 22 Budget for Schools and General Gov't is \$53.3M or 64% of CIP Maintenance Replacement Project Requests
- Planning Methodology:
  - Formal facility assessments
  - Manufacturers' recommended preventive maintenance (PM) schedules
  - Customer feedback
  - Maintenance history
- Industry Standards Look at Program (memo):
  - Bottoms up planning and then top down comparison of over all budgeting for Maintenance and how ALBCO stacks up to Industry recommendations

# FY 18 – FY 22 Capital Improvement Program

## Facilities Maintenance Program

- Standards: Building Research Board of the National Research Council (NRC), referenced by both the International Facility Management Association (IFMA) and the Association of Physical Plant Administrators (APPA), recommends that **2% to 4%** of the **Current Replacement Value (CRV )** be dedicated to facility maintenance and repair budgets

**CRV Calculation** = Cost to replace Building Square Footage (SF) at today's costs and revised building codes

- Schools – 28 Buildings, 2.3 Mil Square Feet at a CRV of ~ \$495Mil
- Local Govt\* - 13 Buildings, 462 KSF at a CRV of ~ \$128 Mil

- ✓ Schools 5 year Average CIP Budget/Total of CRV = ~ **2.3%**
- ✓ Local Govt 5 year Average CIP Budget/Total of CRV = ~ **2.0%**

- **Summary:** Both Schools and Local Government fall on the lower end of the recommended range for operational Maintenance and Capital Maintenance/Replacement programs as recommended by the National Research Council (NRC) but staff believes over all the M/R program is adequately funded.

# Facilities Maintenance Program

## Recent Projects

### COUNTY OFFICE BUILDING AHU REPLACEMENT – MCINTIRE ROAD



# Facilities Maintenance Program Recent Projects

**CROZET PARK PARKING LOT 2**



# Facilities Maintenance Program

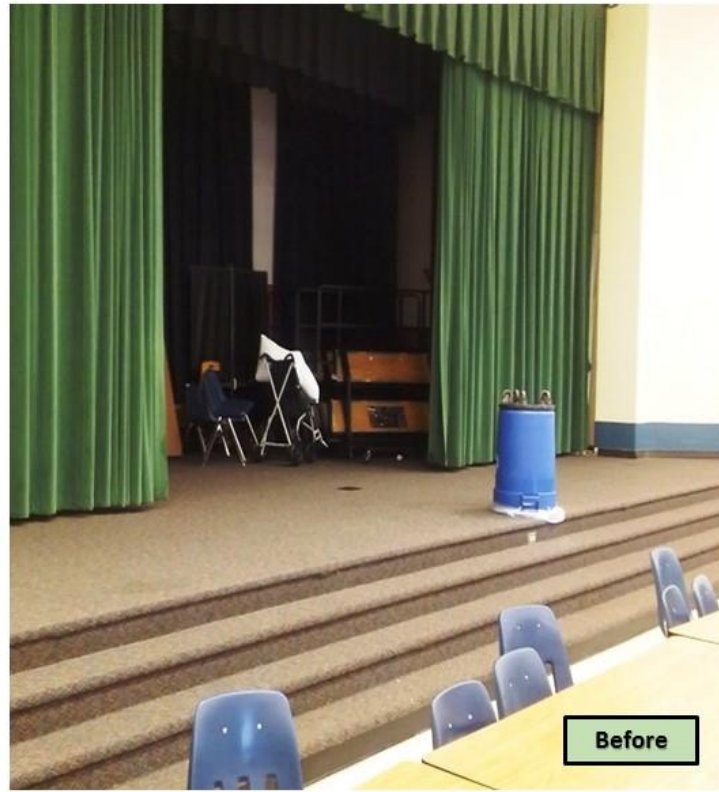
## Recent Projects

### ALBEMARLE HIGH SCHOOL LOCKER REPLACEMENT



# Facilities Maintenance Program Recent Projects

## GREER ELEMENTARY SCHOOL RENOVATIONS



# FY 18-FY 22 Capital Improvement Program

## Process feedback for OSC Discussions

- Consider better defining amendment year
  - Emergency submissions should be considered in current year
  - Better define “urgent” and provide examples to submitting entities
  - Allow for adjustments to adopted plan (timing/scope/etc. provided they are properly justified)
- Consider no longer ranking Maintenance/Replacement (ranking was established in FY12 due to down turn).
  - M/R requests will be reviewed for content/classification and appropriate programming just not ranked
- Consider allowing new requests/resubmitted non-funded back each year

# Summary

- Next Steps of Process:
  - OSC Meetings 11/21 & 11/29
  - OSC Budget Recommendation to CEO
  - Memo to Boards and PC
- Actions/Direction Required by the Boards (if any)
  - ❑ Input to Staff and members of Oversight Committee

## FY 18 CIP Development Flowchart

CIP - Capital Improvement Plan (Five-Year Period)  
FRC-Financial Review Committee  
LRPC-Long Range Planning Committee  
OC-Oversight Committee  
OFD-Office of Facilities Development  
OMB-Office of Management & Budget  
TRC-Technical Review Committee

