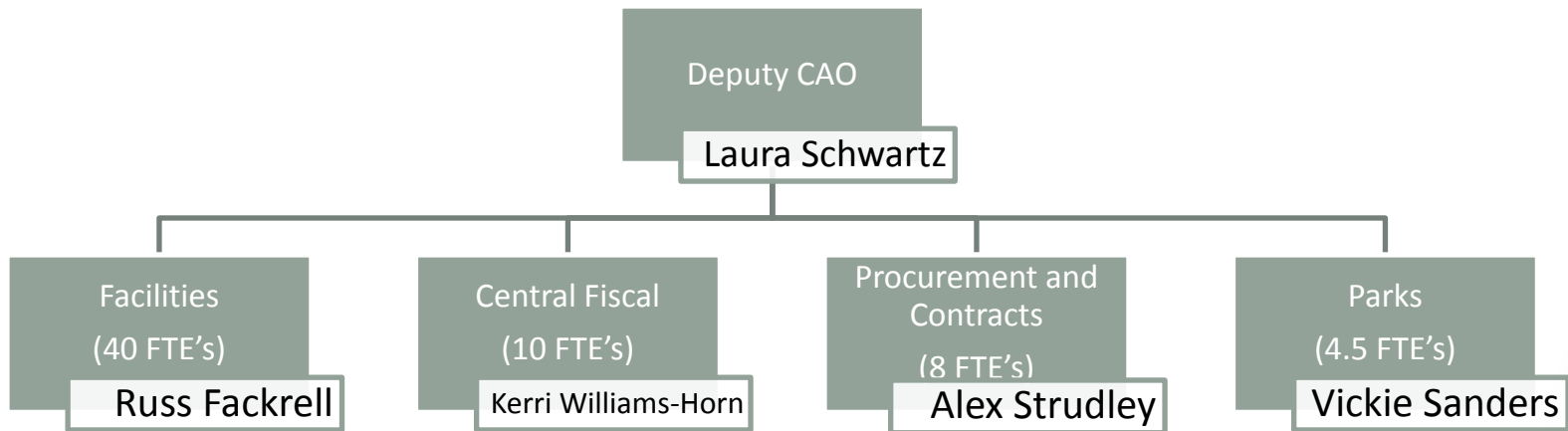


Chief Administrative Office

Central Services

Central Services



Total 63.5 FTE's

Facilities

- Facility Administration (2.5 FTE) & Capital Projects (6 FTE's)
 - \$1.3M budget
 - 8.5 FTE's
- Custodial
 - \$900K budget
 - 11.5 FTE's
- Facility Maintenance
 - \$3.3M budget
 - 15 FTE's
- Grounds Maintenance
 - \$460K budget
 - 5 FTE's

Accumulative Capital Outlay (ACO)

- FY 2017-18 Workplan totals \$28M
 - Deferred Maintenance (VANIR) - \$13.2M
 - Public Safety Facility \$6M
 - \$3M Courthouse – Ray Lawyer Drive extension
 - FENIX \$2M
 - Property Tax System \$1.2M
 - Juvenile Hall \$1.2M
 - AQMD \$875K
 - Various department special projects

Facilities Statistics

- Maintenance
 - County owns 70 buildings in excess of 756,000 square feet
 - Lease 28 facilities in excess of 155,000 square feet
 - 90 acres of active parks and over 130 acres of other park property under our control
 - 10 miles of trails and 16 cemeteries
 - Parking lots
 - Responded to over 7,000 service requests last year
- Capital Projects
 - Approximately \$120M capital projects underway
 - Public Safety Facility
 - Jail Expansion
 - Juvenile Hall
 - South Lake Tahoe El Dorado Center
 - New AQMD Building
 - Spring Street

Facilities Goals/Priorities

- Begin construction of Public Safety Facility
- Research, analyze and implement an asset management system for County infrastructure needs
- Adopt Capital Planning Policies to establish a process for addressing maintenance and replacement over the full life of the capital assets.
- Continue to implement Deferred Maintenance and Capital Workplan
 - El Dorado Center
 - Jail Expansion
 - Juvenile Hall
 - Spring Street
 - AQMD Building
 - Ongoing assessment of deferred maintenance on existing capital assets

Central Fiscal & Administration

- 10 FTE's Providing fiscal and administrative support for the following:
 - CAO Administration/Budget/ Operations
 - Economic Development
 - Facilities
 - Parks
 - Procurement and Contracts
 - District Attorney
 - Court MOE – Indigent Defense
 - Information Technologies
 - Board of Supervisors
 - Public Defender
 - Surveyor
 - Human Resources
 - Risk Management

Central Fiscal Statistics

- Provides fiscal support for budgets totaling over \$110M
- Processed over 33,000 fiscal transactions last fiscal year
- Chief Fiscal Officer lead on FENIX implementation
- Fiscal staff are all super users and testers in FENIX

Central Fiscal 2018 Goals

- Implementation of FENIX
- Implementation of project accounting
- Update of internal policies and procedures based on changes related to FENIX

Procurement & Contracts

- Total budget of approximately \$725K
- 8 FTE's (5 Procurement/Contracts – 3 Stores/Mail)
- Provides Countywide support for:
 - Requests for Qualifications
 - Requests for Proposals
 - Bids
 - Requisitions
 - Purchase Orders
 - Contracts
- Receives and distributes all County mail
- Receives and distributes all stores orders
- Manage the County surplus program

Procurement & Contracts Stats

- FY 2016-17 Activity
 - 1,529 Purchase Orders processed
 - 635 Contracts or contract amendments totaling over \$59M
 - 74 Bids/RFP's/RFQ's

P&C 2018 Goals

- Successful on-boarding of new Procurement & Contracts Manager
- Finalize revised Purchasing Ordinance and Policy
- Implementation of FENIX

Parks

- Total budget of approximately \$1.5M
- 4.5 FTE's
- Park operations
 - Bradford Park
 - Henningsen Lotus Park
 - Pioneer Park
 - Forebay Park
 - Joe's Skatepark
- County Trails
 - Rubicon
 - El Dorado Trail
 - Sacramento Placerville Transportation Corridor (SPTC)
- River Management

Parks 2018 Goals

- Final adoption of River Management Plan
- Complete Nexus study for Park Impact Fees
- Update fee schedule for all user fees (parks/river/trails)

Questions?