



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 8/18/11)

Board Clerk Use Only

Meeting Date: 5/17/12
Agenda Item #: R.3
Est. Start Time: 11:10 am
Date Submitted: 4/23/12

Agenda Title:

BUDGET MODIFICATION DCA- 09 adding \$40,500 State Justice Institute grant award (SJI-11-T-172) to the Facility & Property Management for technical assistance in conducting a Multnomah County court system growth projection and courtroom requirements analysis.

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>May 10, 2012</u>	Time Needed:	<u>5 minutes</u>
Department:	<u>County Assets</u>	Division:	<u>Facilities & Property Mgmt</u>
Contact(s):	<u>Peggy Coffman-Yates</u>		
Phone:	<u>503-988-3322</u>	Ext.:	<u>84878</u>
		I/O Address:	<u>274/ Strategic Planning</u>
Presenter Name(s) & Title(s):	<u>Peggy Yates, Strategic Planning Manager F&PM</u>		

General Information

1. What action are you requesting from the Board?

Approval of Bud Mod DCA-09 adding \$40,500 State Justice Institute grant award (SJI-11-T-172) to the Facility & Property Management for technical assistance in conducting a Multnomah County court system growth projection and courtroom requirements analysis.

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.

The Board of County commissioners continues to pursue a solution for the historic Multnomah County Downtown Courthouse. A study was recently completed to determine the feasibility of renovating the Courthouse while maintaining a significant portion of Court operations. One of the recommended next steps from the study was to update and quantify the future courtroom needs of the Multnomah County Circuit Court. The last projection was completed in 2002.

A Notice of Intent was put before the Board and approved August 4, 2011. Multnomah

County, in partnership with the Oregon Justice Department applied for the State Justice Institute (SJI) Technical Assistance Grant wherein The National Center for State Courts (NCSC) is named as the entity to perform the update due to their familiarity with the Multnomah County courts system and as author of the 2002 projections. The grant application was submitted and endorsed in conjunction with the State Courts. The State Courts consider the NCSC the most reliable and credible resource for the Court data and trends. Multnomah County received notice from SJI they have been awarded the Technical Assistance grant in the amount of \$40,500. This impacts program offer 78007, Facilities Capital Operating Costs.

3. Explain the fiscal impact (current year and ongoing)

This is a one time only award to reimburse expense of professional service to update and quantify the future courtroom needs of the Multnomah County Circuit Court. Professional services increase by \$40,500.

4. Explain any legal and/or policy issues involved.

N/A

5. Explain any citizen and/or other government participation that has or will take place.

Project coordination mechanisms between NCSC project team, Multnomah County Courthouse Commission and designated Facilities Project Manager will be established and project work schedule finalized.

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).**

The Facilities & Property Management fund budget increases by \$40,500.

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

The Facilities professional services budget is increased by \$40,500

- **What do the changes accomplish?**

This study is expected to provide information to update and quantify the future courtroom needs of the Multnomah County Circuit Court.

- **Do any personnel actions result from this budget modification? Explain.**

N/A

- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

No, Administrative expenses are expected to be minimal and is considered part of the existing in-kind match requirement.

- **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?**

This is a one time only technical assistance grant award 10/1/11 – 5/31/12.

- **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)?**

Grant award is valid 10/1/2011 thru 5/31/2012. The total cost for the project as proposed is a fixed price of \$60,750. Facilities and Property Management is requesting \$40,500 from

SJI funds. Multnomah County and the Multnomah Circuit Court will provide a cash match of \$4,500 with an in-kind match of \$15,750. The in-kind match includes County and Courts time and materials associated with coordination the project. Quarterly reporting on expenditure and project status is required until project close.

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

Required Signature

**Elected Official
or Dept Director:** Sherry Swackhamer, DCA Director /s/ **Date:** 4/23/12

Budget Analyst Ching Hay /s/ 4/23/12