

Budget Narrative

CAPITAL IMPROVEMENTS

Program Description

The Capital Improvements Program oversees the physical plant operations of OYA's 10 close-custody facilities that house youth offenders. The Capital Improvements Program provides for the construction of any structure or group of structures; land acquisitions; assessments; and improvements or additions to an existing structure that have a cost of less than \$1 million. The program maintains facilities, provides for capital renewal, and repairs or replaces building systems at the end of their service life.

Purpose

The Capital Improvements Program supports the agency's mission by ensuring its buildings are in good condition and adapted to the unique safety and security needs of youth offenders.

This capital improvement budget focuses on:

1. Emergency unanticipated projects;
2. Electronic and physical security building improvements;
3. Building asset preservation and improvement of existing facilities;
4. Renovation projects;
5. Replacing functionally obsolete building equipment with newer and more flexible technology; and
6. Projects that generate cost savings through energy improvements.

The capital improvement budget ensures that buildings and building systems remain operational and reliable. OYA building system failures are uniquely disruptive. Facilities must securely house youth offenders 24 hours per day, seven days a week. Any failure that renders a building or a critical system unusable results in disrupting safety, security, and treatment services for youth offenders. System failures could require transferring youth offenders between facilities, increase staffing costs, or increase the potential for escape or assault on staff or other youth. It is essential that facilities and building systems remain operational and reliable.

Building improvement projects are accomplished on a continuous basis in the ongoing effort to provide safe and secure spaces that also are conducive to treatment services for youth offenders. Repairs must be made immediately for safety and security purposes. In addition, the age of OYA's facilities is a major maintenance cost factor in that more than two-thirds of the building inventory was built prior to the 1960s. This includes buildings from the 1920s and '40s. Because of these and other issues, capital improvement projects are continuously re-prioritized to meet the most emergent needs.

Budget Narrative

Cost

The OYA's General Fund allocation for capital improvements is \$738,174. Generally, the capital improvement needs of the agency exceed the allocation amount. For this reason, capital improvement projects are requested in the capital construction section of this budget request.

The identified capital improvement projects, for the most part, decrease maintenance and operations expenses by reducing deferred maintenance with all its associated costs. The exceptions are security electronic projects including new surveillance camera systems. However, these costs can be offset by the savings achieved with reducing deferred maintenance.

Budget Narrative

Facility	Location	Number of Structures	Total Square Footage	Youth Offender Capacity	Oldest Building
Camp Florence	Florence	8	11,598	25	1965
Camp Tillamook	Tillamook	3	14,242	25	1969
Eastern Oregon Youth Correctional Facility (YCF)*	Burns	1	31,489	56	1998
Hillcrest YCF	Salem	17	169,091	298	1923
MacLaren YCF	Woodburn	51	329,358	347	1925
North Coast YCF*	Warrenton	3	46,036	84	1998
Oak Creek YCF*	Albany	4	48,228	84	1998
RiverBend Facility	LaGrande	10	37,087	74	1979
Rogue Valley YCF	Grants Pass	3	47,207	112	1998
Tillamook YCF	Tillamook	2	20,845	52	1997
Young Women's Transitional Facility	Albany	1	7,876	25	2010
11 Facilities	State-wide	103	763,057	1,182	

* Facilities that also have county detention capacity include Eastern: 10, North Coast: 20, and Oak Creek: 20. (Amounts not included in capacity column.) The total with detention youth offender capacity is 1,232.

Budget Narrative

2013-15 Capital Improvement Projects

The following is a list of OYA's capital renewal and improvement projects for the next biennium, totaling \$738,174. With aged facilities used 24 hours per day, seven days per week, some emergency repairs must be made immediately for the safety and security of the youth, staff, and the public. Projects are continuously re-prioritized to meet the more emergent needs. Some listed projects may be delayed to the 2015-17 biennium if other more pressing needs arise.

Project Description	2013-15				
	Site	Structure	Less: Force Account Work	Expenditures	Fund
STATEWIDE EMERGENCY IMPROVEMENTS : Funds for unplanned projects at one or more of the facilities to deal with problems needing emergency action.		\$152,774		\$152,774	
SECURITY ELECTRONIC PROJECTS: Surveillance systems, intercom, access controls, man-down/duress systems, fire alarm, key monitoring, etc.		\$146,350		\$146,350	
PHYSICAL SECURITY PROJECTS: Fences, doors, glazing, detention systems, command center improvements, etc.		\$146,350		\$146,350	
DEFERRED MAINTENANCE PRIORITY 1 CURRENTLY CRITICAL: Conditions that affect fire and life safety and/or pose immediate safety concerns.		\$146,350		\$146,350	
DEFERRED MAINTENANCE PRIORITY 2 POTENTIALLY CRITICAL: Projects to maintain the integrity of facilities, continue to accommodate programs, and projects that if not addressed will cause additional system deterioration and repair costs.		\$146,350		\$146,350	
TOTALS		\$738,174		\$738,174	

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Budget Narrative

	2011-13 Legislatively Approved Budget	2013-15 Current Service Level	2013-15 Governor's Balanced Budget
Capital Improvements			
General Fund	\$695,620	\$738,174	\$738,174
Total Funds	\$695,620	\$738,174	\$738,174
Positions	0	0	0
FTE	0.00	0.00	0.00

Budget Narrative

Capital Improvements

021 Phase-in

Package Description

How Achieved – Total phased-in programs for Capital Improvements is \$25,836. This package phases in 2011-13 one-time reductions.

Staffing Impact - None

Revenue Source – \$25,836 General Fund

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Oregon Youth Authority
Pkg: 021 - Phase-in

Cross Reference Name: Capital Improvements
Cross Reference Number: 41500-088-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	25,836	-	-	-	-	-	25,836
Total Revenues	\$25,836	-	-	-	-	-	\$25,836
Services & Supplies							
Other Services and Supplies	7,501	-	-	-	-	-	7,501
Total Services & Supplies	\$7,501	-	-	-	-	-	\$7,501
Capital Outlay							
Building Structures	18,335	-	-	-	-	-	18,335
Total Capital Outlay	\$18,335	-	-	-	-	-	\$18,335
Total Expenditures							
Total Expenditures	25,836	-	-	-	-	-	25,836
Total Expenditures	\$25,836	-	-	-	-	-	\$25,836
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

Budget Narrative

Capital Improvements

031 Standard Inflation

Package Description

How Achieved - Total projected increases in the cost of goods and services are \$16,718. Inflation factor for goods and services is 2.4%, with Professional Services at 2.8%.

Staffing Impact – None

Revenue Source – \$16,718 General Fund

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Oregon Youth Authority
Pkg: 031 - Standard Inflation

Cross Reference Name: Capital Improvements
Cross Reference Number: 41500-088-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	16,718	-	-	-	-	-	16,718
Total Revenues	\$16,718	-	-	-	-	-	\$16,718
Services & Supplies							
Professional Services	158	-	-	-	-	-	158
Other Services and Supplies	4,712	-	-	-	-	-	4,712
Total Services & Supplies	\$4,870	-	-	-	-	-	\$4,870
Capital Outlay							
Building Structures	11,848	-	-	-	-	-	11,848
Total Capital Outlay	\$11,848	-	-	-	-	-	\$11,848
Total Expenditures							
Total Expenditures	16,718	-	-	-	-	-	16,718
Total Expenditures	\$16,718	-	-	-	-	-	\$16,718
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUE

CAPITAL IMPROVEMENTS

SOURCE	FUND	2009-11 ACTUAL	2011-13 LEGISLATIVELY ADOPTED	2011-13 ESTIMATED	2013-15		
					AGENCY REQUEST	GOVERNOR'S BUDGET	LEGISLATIVELY ADOPTED
Other OF (Construction / Improv Projects)	OF	-	-	-	-		
TOTAL	OF	-	-	-	-	-	-

2013-15

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Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Capital Improvements

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 41500-088-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
CAPITAL IMPROVEMENT (Excluding Packages)						
SERVICES & SUPPLIES						
General Fund	-	201,968	201,968	201,968	201,968	-
CAPITAL OUTLAY						
General Fund	678,068	493,652	493,652	493,652	493,652	-
TOTAL CAPITAL IMPROVEMENT (Excluding Packages)						
General Fund	678,068	695,620	695,620	695,620	695,620	-
CAPITAL IMPROVEMENT (Essential Packages)						
021 PHASE-IN						
SERVICES & SUPPLIES						
General Fund	-	-	-	7,501	7,501	-
CAPITAL OUTLAY						
General Fund	-	-	-	18,335	18,335	-
031 STANDARD INFLATION						
SERVICES & SUPPLIES						
General Fund	-	-	-	4,870	4,870	-
CAPITAL OUTLAY						
General Fund	-	-	-	11,848	11,848	-
TOTAL CAPITAL IMPROVEMENT (Essential Packages)						
General Fund	-	-	-	42,554	42,554	-
CAPITAL IMPROVEMENT (Current Service Level)						

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Capital Improvements

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 41500-088-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
General Fund	678,068	695,620	695,620	738,174	738,174	-
TOTAL CAPITAL IMPROVEMENT (Including Package						
General Fund	678,068	695,620	695,620	738,174	738,174	-
TOTAL BUDGET						
General Fund	678,068	695,620	695,620	738,174	738,174	-

Budget Narrative

CAPITAL CONSTRUCTION

Program Description

The Capital Construction Program objective is to enhance agency operations through capital renewal and the construction of new buildings and building systems.

The OYA owns 103 buildings at 10 locations, with a replacement value of \$188 million. The majority of these structures provide secure residential spaces for youth offenders. The remainder are used for youth offender education, vocational training, recreation, administration, and support services.

The Capital Construction Program provides safe and secure facilities through new construction, building renovation (or renovation of a group of structures or systems); land acquisitions; assessments; and improvements or additions to existing buildings with an aggregate cost of \$1 million or more. Planning for future capital construction projects also are included in this category.

Purpose

The purpose of the program is to support and enhance the operational mission of OYA by protecting the public through constructing secure facilities, and by providing safe physical plant environments that are conducive to youth offender reformation. OYA has identified critical capital construction projects that are needed to continue to provide these services.

The capital construction budget request focuses on:

1. Electronic and physical security improvements;
2. Capital improvements that exceed the General Fund allocation;
3. Major deferred maintenance projects to preserve assets;
4. Rehabilitating spaces to better provide services and programs;
5. Planning for future projects;
6. New construction and renovation;
7. Replacing functionally obsolete building equipment with newer and more flexible technology;
8. Planning better use of space and making facilities more adaptable to changing needs; and
9. Projects that generate cost savings through energy improvements.

Budget Narrative

Cost

The total cost of the capital construction projects in the 2013-15 Agency Request Budget was \$30,471,661, with a project list of \$30,572,385.

The 2013-15 Governor's Balanced Budget provides funding for 12 high-priority projects. The total cost of the approved projects is \$5,165,000, with a project list of \$5,074,941. Funding for the remaining 2013-15 projects will be deferred to future biennia.

Capital construction financing will be through XI-Q bonds and are not included in the agency's base budget request. This amount includes project management costs accomplished through the use of consultants, contractors, and limited-duration employees.

The projects identified in this request will lower maintenance and operations expenses by reducing building deferred maintenance, the costs of which continue to grow at a compounding rate because of frequent repairs and breakdowns; energy costs due to inefficient or poorly operating equipment; and hidden cost liabilities such as migrating dry rot or water infiltration due to failed building systems.

The security electronics projects requested do have the potential to create new maintenance and operations expenses. An example is in the expanded camera surveillance system projects. New cameras are installed with one-time bond money. Repair and end-of-life replacement for surveillance systems will have to be made up with maintenance and facility operations budgets. Additionally, the agency has submitted a policy option package requesting an increase in General Fund allocation for maintenance and operations to further reduce deferred maintenance. This also will help offset CCTV expenses.

Project cost estimates originate from several sources. Estimates come from OYA Physical Plant Operations staff based on methodologies from companies such as Saylor and the Engineering News-Record, historical costs, actual quotes from contractors and vendors, and from regular facility condition assessments. (In 2010 the agency contracted with an architectural and engineering firm to complete the most recent assessment.)

Six-Year Plan

Current and future projects are planned and tracked on OYA's six-year plan. The plan focuses on capital renewal and improvements of facilities with special emphasis on expanding and modernizing security systems. The capital renewal part of the plan addresses the substantial deferred maintenance needs of OYA's buildings, grounds, and infrastructure.

Budget Narrative

CAPITAL CONSTRUCTION SIX YEAR PLAN

Program Area/Agency	2013-2015				
	<i>General Fund</i>	<i>Other Funds</i>	<i>Lottery Funds</i>	<i>Federal Funds</i>	<i>Total Funds</i>
Security Electronic Projects		\$2,182,494			\$2,182,494
Physical Security Projects		\$2,819,220			\$2,819,220
Capital Improvement Projects (Q-bonds)		\$2,615,792			\$2,615,792
Priority 1: Currently Critical Deferred Maintenance		\$1,757,308			\$1,757,308
Priority 2: Potentially Critical Deferred Maintenance		\$13,621,819			\$13,621,819
Priority 3 – 5: Deferred Maintenance		\$7,575,752			\$7,575,752
Total 2013-2015:		\$30,572,385			\$30,572,385
<i>Projects included in Governor's Budget</i>		<i>\$5,074,941</i>			<i>\$5,074,941</i>
<i>Projects deferred in Governor's Budget</i>		<i>\$25,497,444</i>			<i>\$25,497,444</i>
	2015-2017				
OYA Electronic and physical security building improvements; capital improvements; major deferred maintenance; program spaces rehabilitation; and planning for future projects.		\$5,750,214			\$5,750,214
	2017-2019				
OYA Electronic and physical security building improvements; capital improvements; major deferred maintenance; program spaces rehabilitation; and planning for future projects.		\$2,612,454			\$2,612,454
Grand Total 2013-2019:		\$38,935,053			\$38,935,053

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Project Title <i>Security Electronic Projects</i> \$2,182,494		Land Use/Zoning Requirements Satisfied				Estimated Completion Date: <i>June 2019</i>	
Project Address/Location <i>Varies</i>	<input checked="" type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Remodel	Yes	<i>N/A</i>	No	<i>N/A</i>	Priority: <i>One</i>	
		Comments:		Comments:		No. of Floors/Square Footage: <i>Varies</i>	

Project Description:

This project expands and installs new security technology systems across all Oregon Youth Authority close-custody facilities. Project security technology systems include camera surveillance, electronic key monitoring systems, and door electronic access controls. These systems improve staff and youth offender safety, prevent escapes, track the actions and movements of youth offenders, provide evidence for investigating incidents, and deter criminal behavior including incidents of violence and sexual assault.

The major focus of this project request is to install video monitoring systems to supplement the agency’s sexual abuse prevention, detection, and response efforts for adherence to the U.S. Prison Rape Elimination Act of 2003 (PREA). OYA has a zero-tolerance policy regarding sexual abuse; video surveillance systems enhance the ability of staff to provide the necessary supervision to prevent incidents of sexual abuse.

The project also will install touch screen electronic access controls to monitor and control doors and alarming devices at Rogue Valley and Eastern Oregon youth correctional facilities. As a part of the Go Oregon economic stimulus program, the installation of electronic access systems at three of five close-custody facilities has been completed. This budget request will complete the work at two additional close-custody facilities.

Provision for Future Expansion <i>N/A</i>	Structural Framing – <i>N/A</i>	Flooring - <i>N/A</i>
	Exterior Walls – <i>N/A</i>	Heating/Cooling – <i>N/A</i>
Provisions for Use Change <i>N/A</i>	Interior Finish – <i>N/A</i>	Special Equipment – <i>Electronic security</i>
	Windows – <i>N/A</i>	Usable Unenclosed Areas – <i>N/A</i>

Budget Narrative

Project Title <i>Physical Security Projects</i> \$2,819,220		Land Use/Zoning Requirements Satisfied			Estimated Completion Date: <i>June 2019</i>	
Project Address/Location <i>Various locations</i>	<input checked="" type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Remodel	Yes	<i>Confirmed</i>	No	Priority: <i>Two</i>	
		Comments:		Comments:		No. of Floors/Square Footage: <i>Varies</i>

Project Description

Physical plant security projects involve restricting and controlling access and movement of youth offenders in correctional facilities to protect the public, staff, and youth, and to prevent unauthorized access to OYA facilities. This project request includes installation of new security doors, “hardens” a number of youth areas to prevent escapes, and accomplishes a variety of other physical security improvements at OYA campuses.

Close-custody facilities offer limited outdoor areas for youth offenders. Incarcerated youth often spend years at these facilities and this project request will construct detention perimeter fences to accommodate larger exercise yards and vocational education areas.

At Hillcrest Youth Correctional Facility, youth offenders work in the food-service warehouse learning vocational skills and supporting kitchen operations. This project will provide additional security features to the building.

Project funds also will be used to renovate and update aging and inefficient facility central and unit control hubs. These control centers are high-security command spaces where security staff control facility access and youth offender movements, monitor campus-wide video surveillance, respond to alarms, and coordinate emergency responses. Most of the control room configurations were based on past staffing patterns that required two or more people. Now the norm is for one person to operate the center. Additionally, security technology equipment, like all technology equipment, has shrunk in size and needs much less room than it did a decade ago. The renovation projects will consolidate security equipment into one area, reconfigure floor space so that it can be easily managed by one staff member, and generally modernize the command center to meet current correctional standards.

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	Provision for Future Expansion	Structural Framing <i>-Match existing</i>	Flooring <i>-N/A</i>
	<i>N/A</i>	Exterior Walls <i>-Match existing</i>	Heating/Cooling <i>-N/A</i>
	Provisions for Use Change	Interior Finish <i>-Match existing</i>	Special Equipment <i>-Security equipment</i>
	<i>N/A</i>	Windows <i>-N/A</i>	Usable Unenclosed Areas <i>-N/A</i>

Budget Narrative

Project Title <i>Capital Improvements</i> \$2,615,792		Land Use/Zoning Requirements Satisfied			Estimated Completion Date: <i>June 2019</i>	
Project Address/Location <i>Various Locations</i>	<input checked="" type="checkbox"/> New <input type="checkbox"/> Addition <input checked="" type="checkbox"/> Remodel	Yes	<i>Confirmed</i>	No	Priority: <i>Three</i>	
		Comments:		Comments:		No. of Floors/Square Footage: <i>Varies</i>

The capital improvements budget request consists of needed projects that exceed the capital improvement General Fund allocation, are not normal operational expenses, and meet XI-Q bond criteria. The bond proceeds will finance construction projects and projects that restore the safe, economical operation of facilities. All work will improve OYA properties and the agency's ability to deliver services.

The capital projects budget request address a range of projects across OYA's facilities. Projects include insulation installation, construction of pole buildings for shared maintenance operations and youth vocational education purposes, a telemetry system for automated waste-water treatment monitoring, and several projects to improve secure access ways and floor plan circulation routes in facilities.

Project Description:

One project addresses a significant security concern at MacLaren, which is how to safely and securely move groups of youth offenders across MacLaren's expansive grounds after dark. This is particularly problematic during the short days of winter. This project builds lighting corridors that will provide solar-assisted lighting for youth offender pedestrian walkways.

OYA has partnered with Marion Polk Food Share to develop a food production kitchen in MacLaren's food service building. The kitchen will produce food for Oregon's food-insecure families prepared by MacLaren's youth. The youth benefit by contributing in a positive way to society and by learning vocational skills in a culinary arts program. This project finishes improvements started in the summer of 2012.

Another project identified for MacLaren is the creation of an access road through the old farm area for trucks making deliveries into the secure perimeter. Currently the majority of deliveries go to a cluster of buildings in the southwest corner of the campus. The new access road will terminate in a fenced area set in the middle of the cluster. This improvement will significantly enhance security by stopping tractor trailers, panel vans, and other large vehicles from entering the campus.

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Rogue Valley Youth Correctional Facility is OYA's third largest facility and does not have enough floor space to efficiently manage the many administrative tasks required for a 100-bed facility. The space needs project will expand the administration area to provide additional square footage for cubical offices, a multipurpose conference room, and secure file storage.

Tillamook Youth Correctional Facility and Camp Tillamook Youth Transitional Facility share an energy-efficient (LEED silver equivalent) high school. Because of the building's proximity to the coast and the area's generally moderate summer temperatures, air conditioning was not installed in the school. This capital project provides ceiling fans in each classroom for air circulation to improve comfort during the few weeks a year when temperatures get hot.

At many of OYA's smaller facilities there is not enough room for medical, dental, and counseling services. This request seeks funding to conduct a planning and feasibility study to explore constructing additional spaces or otherwise identify the best options for addressing this need.

Please see the detailed project list for more information following this narrative.

	Provision for Future Expansion	Structural Framing – <i>N/A</i>	Flooring – <i>N/A</i>
	<i>N/A</i>	Exterior Walls – <i>N/A</i>	Heating/Cooling – <i>N/A</i>
	Provisions for Use Change	Interior Finish – <i>N/A</i>	Special Equipment – <i>N/A</i>
	<i>N/A</i>	Windows – <i>N/A</i>	Usable Unenclosed Areas – <i>N/A</i>

Budget Narrative

Project Title <i>Deferred Maintenance Projects</i> \$22,954,879		Land Use/Zoning Requirements Satisfied				Estimated Completion Date: <i>June 2019</i>
Project Address/Location <i>Various</i>	<input type="checkbox"/> New <input type="checkbox"/> Addition <input checked="" type="checkbox"/> Remodel	Yes	<i>Confirmed</i>	No	Priority: <i>Four</i>	
		Comments:		Comments:		No. of Floors/Square Footage: <i>Various</i>

Project Description:

This project funding request includes the Oregon Youth Authority's entire deferred maintenance liability. OYA is responsible for the maintenance, repair and care of 103 buildings, totaling 763,057 square feet, with a replacement value of \$188 million. Currently the agency is not able to adequately protect its taxpayer-financed building assets because of insufficient maintenance and operations funding. As part of an overall strategy for capital renewal, and in conjunction with this request, the agency also has introduced a policy option package to increase the General Fund allocation for maintenance operations.

The projects are organized following defined budget instruction priorities, are listed below in a detailed project list, and are listed again in the Facilities Deferred Maintenance Detail Report.

Priority One: Currently Critical

\$1,757,308

Conditions that affect life safety and/or pose immediate safety concerns.

Projects include a structural assessment of the Hillcrest water tower, electrical system upgrades at MacLaren, and fire alarm and security electronics end-of-life replacement.

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Priority Two: Potentially Critical

\$13,621,819

Projects to maintain the integrity of facilities and continue to accommodate programs, and projects that if not addressed will cause additional system deterioration and repair costs.

The projects listed in this category are necessary to restore the safe, economic operation of OYA's close-custody facilities. Critical items such as roof replacements and other building envelope restoration work is needed to stop additional repair costs and protect assets from additional damage. The projects identified here resolve costly ongoing deficiencies such as recurrent repairs and breakdowns, energy waste from outdated systems and equipment, and the costs resulting from secondary damage caused by improperly functioning building systems.

Projects of particular concern in the roof replacement category are the Norblad Hall roof at Hillcrest, MacLaren's Lord High School roof, and the need to install drip awnings at four other close-custody facilities to stop water intrusion.

Priority Three: Necessary - Not Yet Critical

\$7,575,752

While also necessary to restore the safe, economic operation of facilities, the projects in this category are not yet critical.

Please see the detailed project list for more information following this narrative.

Provision for Future Expansion	Structural Framing – <i>Various</i>	Flooring – <i>Various</i>
<i>N/A</i>	Exterior Walls – <i>Various</i>	Heating/Cooling – <i>Various</i>
Provisions for Use Change	Interior Finish – <i>Various</i>	Special Equipment – <i>Various</i>
<i>Flexible space and systems consider</i>	Windows – <i>Various</i>	Usable Unenclosed Areas – <i>Various</i>

Budget Narrative

Capital Construction Projects Detailed List

Oregon Youth Authority - Physical Plant Operations			
2013-15 CAPITAL CONSTRUCTION PROJECTS (XI-Q bonds)			
<i>Projects funded in the Governor's Balanced Budget are shaded</i>			
Priority	Facility/Building	Project Name	Amount
1	Security Electronic Projects		
	Camps	CCTV, Key Control System, Key Override & Scramble Pad	\$41,954
	Regional Facilities	CCTV and Key control system	\$351,452
	Eastern Oregon YCF	Security Doors Access Controls	\$441,844
	Hillcrest YCF	Admin Security Upgrades, Key Control System, and CCTV	\$192,200
	MacLaren YCF	CCTV, PBX Upgrades, and Key Control System Improvements	\$724,441
	Rogue Valley YCF	Security Doors Access Controls	\$430,603
		Total	\$2,182,494
2	Physical Security Projects Phase 1		
	Regional Facilities	Isolation Shower Rooms Construction	\$58,698
	Eastern Oregon YCF	Perimeter Fence Expansion	\$749,422
	Hillcrest YCF	Food Service Warehouse Safety & Security Improvements/Upgrades	\$74,942
	Hillcrest YCF	Norblad Control Room Improvements	\$67,388
	Hillcrest YCF	Iota Cell Security Door Replacements	\$5,246

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	North Coast YCF	County Detention Entrance Door Install	\$7,494
	North Coast YCF	Perimeter Fence Expansion	\$749,422
	Oak Creek YCF	County Detention Entrance Door Install	\$11,241
	Rogue Valley YCF	Perimeter Fence Expansion	\$749,422
	Rogue Valley YCF	Unit Control Speak-Through Grill and Restroom Electronic Door Control	\$117,521
	Tillamook YCF	Harden Close Custody Ceilings	\$59,954
	OYA	Central and Unit Control Room Renovations	\$168,470
		Total	\$2,819,220
3	Capital Improvement Projects		
	Regional Facilities	Medical/Dental Clinic Expansion - Planning	\$57,308
	Camps	Floor/Wall/Ceiling Insulation and Fire/Abuse Resistant Wainscot Installation	\$114,347
	Hillcrest YCF	Admin Building Minor Remodeling, Sally Port Roof, and WEP Smoke Detectors	\$23,232
	Hillcrest YCF	Iota Intake Remodel and CCTV Server Room Expansion	\$232,321
	Hillcrest YCF	Vocational Education Pole Building Construction	\$375,000
	Hillcrest YCF	E-Power OYA Back-Up Server, Underground Infrastructure and Norblad Security Lighting	\$17,087
	MacLaren YCF	Food Share Kitchen Improvements Phase II	\$37,471
	MacLaren YCF	Soffit Construction	\$22,483
	MacLaren YCF	Farm Access Road	\$674,480
	MacLaren YCF	Outdoor Lighting Upgrades/Additions	\$749,422

Budget Narrative

	North Coast YCF	Unit Sound Dampening	\$4,497
	Oak Creek YCF	New Detention and Med Distribution Doors	\$14,389
	River Bend Facility	Clinic Office and Facility Access Renovation	\$65,419
	River Bend Facility	Wastewater Telemetry System	\$45,469
	Rogue Valley YCF	Admin Expansion and Remodel	\$159,897
	Tillamook YCF	Recreational Area Improvements	\$13,977
	Tillamook YCF	Add Ceiling Fans in Trask school	\$8,993
		Total	\$2,615,792
4	Deferred Maintenance Projects		
	Priority 1 Currently Critical Deferred Maintenance		
	Camp Florence	Replaces fire alarm and security technology systems at end of useful life	\$23,478
	Eastern Oregon YCF	Replaces fire alarm and security technology systems at end of useful life	\$51,232
	Hillcrest YCF	1923 Water tower structural assessment	\$22,483
	MacLaren YCF	Replaces outdated functionally obsolete electrical services and components	\$238,905
	MacLaren YCF	Replaces fire alarm and security technology systems at end of useful life	\$1,155,109
	River Bend Facility	Provides for exterior security lighting and security technology systems at end of useful life	\$42,056
	Rogue Valley YCF	Replaces gym lighting and security technology systems at end of useful life	\$171,358
	Tillamook YCF	Replaces security technology systems at end of useful life	\$52,687
		Total	\$1,757,308

Budget Narrative

Priority 2 Potentially Critical Deferred Maintenance			
	OYA	Building Exteriors Maintenance	\$2,573,504
	OYA	HVAC End of Life Replacement	\$508,966
	OYA	Electrical End of Life Replacement	\$423,686
	OYA	Building Interior Maintenance	\$2,800,474
	OYA	Plumbing End of Life Replacement	\$2,528,245
	OYA	Security Systems Maintenance and Replacement	\$40,641
	OYA	Roof Replacements	\$2,599,422
	OYA	Structural Repairs	\$852,006
	Camp Tillamook	Slab on grade in recreation building needs to be resurfaced	\$10,492
	Eastern Oregon YCF	Repair courtyard concrete damaged by frost heave problem	\$6,745
	Hillcrest YCF	Foodservice Renovation, Water tower Repairs, and Other Outstanding Maintenance	\$162,733
	MacLaren YCF	Foodservice Renovation	\$455,482
	MacLaren YCF	Replace old telephone poles, repair asphalt, and underground utilities	\$209,838
	Regional Facilities	Regional Facilities Foodservice Renovation	\$342,472
	River Bend Facility	Site asphalt and concrete walkway repairs	\$107,113
		Total	\$13,621,819

Budget Narrative

Priority 3 - 5 Deferred Maintenance			
	OYA	Building Exteriors Maintenance	\$621,091
	OYA	HVAC End of Life Replacement	\$86,633
	OYA	Other Deferred Maintenance	\$45,715
	OYA	Electrical End of Life Replacement	\$5,546
	OYA	Building Interior Deferred Maintenance	\$3,796,825
	OYA	Plumbing End of Life Replacement	\$484,647
	OYA	Security Systems Deferred Maintenance/Replacement	\$1,880,900
	OYA	Other Site Deferred Maintenance	\$81,837
	OYA	Other Physical Security Deferred Maintenance	\$8,993
	OYA	Roof Replacements	\$517,645
	OYA	Structural Repairs	\$45,920
		Total	\$7,575,752

Budget Narrative

STATE OF OREGON

DEPARTMENT OF ADMINISTRATIVE SERVICES
PROGRAM FOR REAL PROPERTY AND EQUIPMENT FINANCING

ARTICLE XI-Q BOND FINANCING REQUEST

Please return your response to this Survey by May 15, 2012

AGENCY: Oregon Youth Authority

DIVISION: Physical Plant Operations

CONTACT PERSON: Rex Emery

TITLE: Facilities Manager

ADDRESS: 2450 Strong Rd SE, Salem OR 97302

TELEPHONE: 506-986-0303

ALTERNATE CONTACT: John Paul Jones, Acting Director for Business Services, 503- 373-7423

Budget Narrative

Please specify the real property and/or construction projects you expect to finance through any form of bonds or other financing agreements over the next biennium, beginning July 1, 2013. Please indicate the estimated amount needed for each project and when those funds will be required.

REAL PROPERTY AND/OR CONSTRUCTION PROJECTS

Real property acquisitions, restoration and/or construction projects.	Project Cost Estimate Updated	2013-15 Budget Proposal (Yes or No)
Security Electronic Projects	\$2,182,494	
<i>Projects included in Governor's Budget</i>	<i>\$1,948,340</i>	<i>Yes</i>
<i>Projects deferred in Governor's Budget</i>	<i>\$234,154</i>	<i>No</i>
Physical Security Projects	\$2,819,220	
<i>Projects included in Governor's Budget</i>	<i>\$168,470</i>	<i>Yes</i>
<i>Projects deferred in Governor's Budget</i>	<i>\$2,650,750</i>	<i>No</i>
Capital Improvements	\$2,615,792	
<i>Projects included in Governor's Budget</i>	<i>\$37,471</i>	<i>Yes</i>
<i>Projects deferred in Governor's Budget</i>	<i>\$2,578,321</i>	<i>No</i>
Deferred Maintenance Priority 1-2	\$15,379,127	
<i>Projects included in Governor's Budget</i>	<i>\$321,238</i>	<i>Yes</i>
<i>Projects deferred in Governor's Budget</i>	<i>\$15,057,889</i>	<i>No</i>
Deferred Maintenance Priority 3-5	\$7,575,752	
<i>Projects included in Governor's Budget</i>	<i>\$2,599,422</i>	<i>Yes</i>
<i>Projects deferred in Governor's Budget</i>	<i>\$4,976,330</i>	<i>No</i>

Budget Narrative

Capital Construction	2011-13 Legislatively Approved Budget	2013-15 Current Service Level	2013-15 Governor's Balanced Budget
General Fund	\$0	\$0	\$0
Other Funds	\$0	\$0	\$5,074,941
Total Funds	\$0	\$0	\$5,074,941
Positions	0	0	0
FTE	0.00	0.00	0.00

Policy Option Packages	<u>General Fund</u>	<u>Total Funds</u>	<u>Positions</u>	<u>FTE</u>
Package 090 - Analyst Adjustments	\$0	\$5,074,941	0	0.00

Budget Narrative

Capital Construction

090 Analyst Adjustments

Package Description

How Achieved – This package adds Other Funds to support Cost of Issuance related to bond sales for Capital Construction projects.

Staffing Impact - None

Revenue Source - General Fund Obligation Bonds \$5,074,941

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Oregon Youth Authority
Pkg: 090 - Analyst Adjustments

Cross Reference Name: Capital Construction
Cross Reference Number: 41500-089-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Obligation Bonds	-	-	5,074,941	-	-	-	5,074,941
Total Revenues	-	-	\$5,074,941	-	-	-	\$5,074,941
Capital Outlay							
Building Structures	-	-	5,074,941	-	-	-	5,074,941
Total Capital Outlay	-	-	\$5,074,941	-	-	-	\$5,074,941
Total Expenditures							
Total Expenditures	-	-	5,074,941	-	-	-	5,074,941
Total Expenditures	-	-	\$5,074,941	-	-	-	\$5,074,941
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Oregon Youth Authority
2013-15 Biennium

Agency Number: 41500
Cross Reference Number: 41500-089-00-00-00000

<i>Source</i>	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds						
General Fund Obligation Bonds	-	-	-	30,471,661	5,074,941	-
Total Other Funds	-	-	-	\$30,471,661	\$5,074,941	-

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUE

CAPITAL CONSTRUCTION

SOURCE	FUND	2009-11 ACTUAL	2011-13 LEGISLATIVELY ADOPTED	2011-13 ESTIMATED	2013-15		
					AGENCY REQUEST	GOVERNOR'S BUDGET	LEGISLATIVELY ADOPTED
COP / Q Bond Proceeds	OF	-	-	-	30,471,661	5,074,941	
TOTAL	OF	-	-	-	30,471,661	5,074,941	

2013-15

107BF07

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Capital Construction

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 41500-089-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
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CAPITAL CONSTRUCTION (Policy Packages)

PRIORITY 0

090 ANALYST ADJUSTMENTS

CAPITAL OUTLAY

Other Funds

- - - - 5,074,941 -

PRIORITY 2

102 CAPITAL CONSTRUCTION

CAPITAL OUTLAY

Other Funds

- - - 30,471,661 - -

TOTAL CAPITAL CONSTRUCTION (Policy Packages)

Other Funds

- - - 30,471,661 5,074,941 -

TOTAL CAPITAL CONSTRUCTION (Including Packag

Other Funds

- - - 30,471,661 5,074,941 -

TOTAL BUDGET

Other Funds

- - - 30,471,661 5,074,941 -

Budget Narrative

DEBT SERVICE

Program Description

The purpose of debt service is to enable the agency to repay principal and make interest payments on Certificates of Participation (COPs) issued to build and repair youth correctional facilities.

Services

During the 2007-09 biennium, the state sold \$2.2 million in COPs at an interest rate of 3.8%, and \$2.0 million at an interest rate of 4.2%. The 2013-15 biennial amount for principal plus interest payments for the 2007 COPs is \$1,012,565 General Fund. The 2007-09 COPs will be fully repaid in 2019.

During the 2009-11 biennium, the state sold \$4.5 million in COPs at an interest rate of 4.9%. The 2009-11 biennial amount for principal plus interest payments for the 2011 COPs is \$1,004,750 General Fund. The 2011 COPs will be fully repaid in 2021.

Budget Narrative

Oregon Youth Authority 2013-15 GBB Debt Service Schedule

Biennium	Principal	Interest	Total Payment	Remaining Balance
2013-15 CSL Debt Service Schedule				
				5,443,208
2013-15	1,554,760	462,555	2,017,315	3,888,447
2015-17	1,703,342	318,121	2,021,463	2,185,106
2017-19	1,355,106	163,102	1,518,208	830,000
2019-21	830,000	59,750	889,750	-
Proposed 2013-15 COP's (Policy Option Package 90)				
Issue Date March 1, 2015				5,165,000
2015-17	855,000	452,470	1,307,470	4,310,000
2017-19	945,000	365,655	1,310,655	3,365,000
2019-21	1,035,109	273,953	1,309,062	2,329,891
2021-23	1,119,380	189,682	1,309,062	1,210,511
2023-25	1,210,511	98,551	1,309,062	-
Total Debt Service Schedule for Oregon Youth Authority				
				5,443,208
2013-15	1,554,760	462,555	2,017,315	9,053,447
2015-17	2,558,342	770,591	3,328,933	6,495,106
2017-19	2,300,106	528,757	2,828,863	4,195,000
2019-21	1,865,109	333,703	2,198,812	2,329,891
2021-23	1,119,380	189,682	1,309,062	1,210,511
2023-25	1,210,511	98,551	1,309,062	-

Budget Narrative

Oregon Youth Authority 2013-15 CSL Debt Service Schedule

Biennium	Principal	Interest	Total Payment	Remaining Balance
Debt Service Schedule for 2011 Series J Article X1-Q				
Balance				3,170,000
2013-15	705,000	299,750	1,004,750	2,465,000
2015-17	775,000	227,750	1,002,750	1,690,000
2017-19	860,000	148,000	1,008,000	830,000
2019-21	830,000	59,750	889,750	-
Debt Service Schedule for 2007 Series B COP				
Balance				2,273,208
2013-15	849,760	162,805	1,012,565	1,423,447
2015-17	928,342	90,371	1,018,713	495,106
2017-19	495,106	15,102	510,208	-
Total Debt Service Schedule for Oregon Youth Authority				
Balance				5,443,208
2013-15	1,554,760	462,555	2,017,315	3,888,447
2015-17	1,703,342	318,121	2,021,463	2,185,106
2017-19	1,355,106	163,102	1,518,208	830,000
2019-21	830,000	59,750	889,750	-

Budget Narrative

	2011-13 Legislatively Approved Budget	2013-15 Current Service Level	2013-15 Governor's Balanced Budget
Debt Service			
General Fund	\$5,342,506	\$2,017,315	\$2,017,315
Federal Funds	\$1	\$1	\$1
Total Funds	\$5,342,507	\$2,017,316	\$2,017,316
Positions	0	0	0
FTE	0.00	0.00	0.00

Budget Narrative

Debt Service

021 Phase-in

Package Description

How Achieved – Total phased-in for Debt Service is \$0. This package reallocates distribution of restored reduction. This is a technical adjustment to fully implement the provisions of SB 5701-A enacted by the Legislature in February 2012.

Staffing Impact - None

Revenue Source – N/A

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Oregon Youth Authority
Pkg: 021 - Phase-in

Cross Reference Name: Debt Service
Cross Reference Number: 41500-086-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Debt Service							
Interest - COP	186,988	-	-	-	-	-	186,988
Undistributed (Debt Svc)	(186,988)	-	-	-	-	-	(186,988)
Total Debt Service	-	-	-	-	-	-	-
Total Expenditures							
Total Expenditures	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Oregon Youth Authority
2013-15 Biennium

Agency Number: 41500
Cross Reference Number: 41500-086-00-00-00000

<i>Source</i>	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Nonlimited Federal Funds						
Federal Funds	-	1	1	1	1	-
Total Nonlimited Federal Funds	-	\$1	\$1	\$1	\$1	-

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUE

DEBT SERVICE

SOURCE	FUND	2009-11 ACTUAL	2011-13 LEGISLATIVELY ADOPTED	2011-13 ESTIMATED	2013-15		
					AGENCY REQUEST	GOVERNOR'S BUDGET	LEGISLATIVELY ADOPTED
Interest Income	OF	-	-	-	-	-	
Nonlimited Federal Funds	FF	-	1	1	1	1	
TOTAL	OF	-	-	-	-	-	
TOTAL	FF	-	1	1	1	1	

2013-15

107BF07

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Debt Service

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 41500-086-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
DEBT SERVICE (Excluding Packages)						
DEBT SERVICE						
General Fund	7,653,121	5,155,518	5,342,506	2,017,315	2,017,315	-
TOTAL DEBT SERVICE (Excluding Packages)						
General Fund	7,653,121	5,155,518	5,342,506	2,017,315	2,017,315	-
DEBT SERVICE (Current Service Level)						
General Fund	7,653,121	5,155,518	5,342,506	2,017,315	2,017,315	-
DEBT SERVICE (Policy Packages)						
PRIORITY 2						
102 CAPITAL CONSTRUCTION						
DEBT SERVICE						
General Fund	-	-	-	4,670,294	-	-
TOTAL DEBT SERVICE (Policy Packages)						
General Fund	-	-	-	4,670,294	-	-
TOTAL DEBT SERVICE (Including Packages)						
General Fund	7,653,121	5,155,518	5,342,506	6,687,609	2,017,315	-
DEBT SERVICE NONLIMITED (Excluding Packages)						
DEBT SERVICE						
Federal Funds	-	1	1	1	1	-
TOTAL DEBT SERVICE NONLIMITED (Excluding Pac						
Federal Funds	-	1	1	1	1	-

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Debt Service

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 41500-086-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
DEBT SERVICE NONLIMITED (Current Service Level)						
Federal Funds	-	1	1	1	1	-
TOTAL DEBT SERVICE NONLIMITED (Including Pact						
Federal Funds	-	1	1	1	1	-
TOTAL BUDGET						
General Fund	7,653,121	5,155,518	5,342,506	6,687,609	2,017,315	-
Federal Funds	-	1	1	1	1	-
All Funds	7,653,121	5,155,519	5,342,507	6,687,610	2,017,316	-

Budget Narrative

FACILITIES MAINTENANCE AND MANAGEMENT

Program Description

The Oregon Youth Authority's Maintenance and Management Program is responsible for 103 buildings with more than 763,000 combined square feet of floor space, located at 10 locations around the state. The oversight for the program is the responsibility of the Physical Plant Operations office of the Business Services section of OYA.

The agency constructed six close-custody facilities approximately 15 years ago. These facilities have reached an age where equipment and building systems are outdated and need to be replaced, consequently requiring a larger portion of the limited maintenance General Fund allocation. The older OYA facilities range from 30 to 90 years old. While all the buildings generally are in fair condition, deferred maintenance persists because budget constraints have resulted in maintenance that was not performed when it should have been.

Purpose

The purpose of the Maintenance and Management Program is to safeguard and maintain the operational functions of OYA's buildings and grounds, to uphold the agency mission to protect the public through secure facilities, and to provide safe environments for youth offender reformation.

Budget Narrative

Facilities Maintenance Summary Report (107BF16a)

Value of Buildings and Building Improvements			Facilities Operations and Maintenance (O&M) Budget			
<u>Cost of Buildings</u> <small>(as reported to Risk Management)</small>	<u>6/30/12 Replacement Value</u> <small>(Risk Management)</small>		<u>Personal Services</u>	<u>Services & Supplies</u>	<u>Total</u>	
\$	\$188 million		\$ 5,100,124	\$ 5,977,571	\$ 11,077,695	
Total Sq. Ft. of Bldgs: 763,057 sq. ft.		2013-15 Maint. Budget (no janitorial or utility): \$7,275,624			Utilities Budget: \$ 3,702,303	
÷ Square Feet of building: \$9 sq. ft.						
Total Outstanding Deferred Maintenance			Deferred Maintenance Budget 2013-15			
As of 6/30/12	Categories 1-2	Categories 3-5	Total	Personal Services	Services & Supplies	Capital Outlay
Projected 6/30/13	\$15,379,127	\$7,575,752	\$ 22,954,879	\$	\$	\$ 22,954,879

Briefly describe the software (or manual process) used to identify routine (including preventative) facility maintenance needs.

At both Hillcrest and MacLaren youth correctional facilities, a computerized maintenance management system (CMMS) is used for issuing routine repair and maintenance work orders. The smaller facilities use a manual process consisting of email notification for work orders, calendared preventive maintenance schedules, and service contracts with local contractors.

The OYA Physical Plant Operations office is investigating a new CMMS program for state-wide use. The new CMMS is championed by DAS to meet the requirements of Executive Order 10-11, which includes establishing standards and guidelines and an assessment process, to develop a comprehensive plan for addressing operational and deferred maintenance needs at state agencies.

What data elements do you track with software (or manual process) described above?

The data elements tracked include preventive maintenance tasks, equipment lists and service information, staff work order assignments, priority of work, duration of work performed, categories of work, the location, etc.

Projects are prioritized based on three criteria: 1) safety, security, health, and welfare; 2) asset protection; and 3) program needs.

Budget Narrative

Briefly describe how the facilities maintenance budget is developed (note whether software (or manual process) described above is used in budget development).

The biennial maintenance appropriation is determined by the Legislatively Adopted Budget adjusted for inflation.

In the 2011-13 budget request and again for 2013-15, OYA has submitted a policy option package proposing a process for establishing its maintenance budget based on recommendations by the National Research Council Building Research Board's published report, "Committing to the Cost of Ownership." The document contains information from the collective knowledge of various federal agencies managing facilities. The committee that authored the report emphasized the government's stewardship responsibilities for assets acquired through the investment of tax dollars and that underfunding public building's maintenance costs affects public health and safety, and leads to long-term financial loss. The report recommended maintenance allocation levels stated as a percentage of the current replacement value of buildings: "The appropriate level of maintenance and repair spending should be, on average, in the range of two to four percent of current replacement value" and "should be reinvested annually in building maintenance in order to protect the original investment, assure structural integrity, assure continuous usage within design capacity, and reduce the potential for system breakdowns or incapacitation." This level of maintenance spending is in addition to the normal operating costs for utilities and janitorial services.

Currently the OYA annual maintenance budget is \$3.6 million (excluding utilities). The \$3.6 million annual budget is 1.9% of the replacement value. This is not adequate for high-use correctional facilities that operate 24 hours per day, year around. Based on the Building Research Board's methodology and estimates by OYA's Physical Plant Operations office, the total annual amount should be closer to \$4.9 million annually, an asset preservation reinvestment of 2.6% of the replacement value.

Briefly describe the system or process used to identify Deferred Maintenance (e.g.; staff makes an annual estimate based on periodic assessments; evaluation of facilities using contract structural engineering firm, etc.)

Each facility has a Facilities Projects Plan (FPP) that compiles and tracks major deferred maintenance needs, capital improvement, and capital construction projects. Data from each FPP populate the single Master Projects workbook. The Master Projects workbook is used to develop the six-year plan, which identifies projects over three biennia based on priority. The six-year plan is the source document for Capital Projects Advisory Board presentation and the Agency Request Budget.

The project data for the FPPs originates from:

- The Physical Plant Operations staff, the local superintendant or camp director, and the OYA Cabinet; and
- An architectural/planning firm hired by the agency to complete a detailed condition assessment of all its buildings. (This is the main process for identifying deferred maintenance.)

Budget Narrative

Briefly describe the process to provide funding for facilities maintenance. (e.g.; biennial appropriation; assessment to applicable programs to sustain a Capital Maintenance/ Improvement Fund authorized under ORS 276.285(2); etc.)

Biennial base appropriations, increased by inflation, are augmented by bond financing to fund substantial non-routine maintenance projects.

Statutory references: ORS 276.229(2), ORS 276.227(5)

Budget Narrative

Facilities Operations and Maintenance Report (107BF16b)

Legislatively Approved Budget vs. Actual & Forecasted Expenditures

AGENCY: Oregon Youth Authority

Agency #: 415000

	2009-11 Actual	FTE	2011-13 Budget	FTE	2011-13 Projected	FTE	2013-15 Budget	FTE
General Fund								
Personal Services – Utilities & Janitorial	\$88,413	1.00	\$92,132	1.00	\$98,753	1.00	\$99,768	1.00
Personal Services – Maintenance	\$4,571,264	32.50	\$4,759,164	31.63	\$5,047,882	31.63	\$5,000,356	31.50
S&S – Utilities & Janitorial	\$3,329,965		\$3,040,348		\$3,305,568		\$3,698,718	
S&S – Maintenance	\$2,003,378		\$2,222,521		\$1,939,699		\$2,264,214	
GF Subtotal	\$9,993,020		\$10,114,165		\$10,391,902		11,063,056	
Federal Funds								
Personal Services – Utilities & Janitorial	\$							
Personal Services – Maintenance	\$						\$	
S&S – Utilities & Janitorial	\$2,158		\$3,135		\$1,704		\$	
S&S – Maintenance	\$11,346		\$9,959		\$7,656		\$3,585	
FF Subtotal	\$13,504		\$13,094		\$9,360		\$11,054	
							\$14,639	
Other Funds								
Personal Serv–Utilities & Janitorial	\$							
Personal Services – Maintenance	\$10,593	1.00		1.00	\$	1.00	\$	
S&S – Utilities & Janitorial	\$1,214		\$645,806		\$		\$	1.00
S&S – Maintenance	\$691,161		\$58,429		\$23,376		\$	
OF Subtotal	\$702,968		\$705,235		\$23,376		\$	
Lottery Funds								
Personal Serv–Utilities & Janitorial	\$							
Personal Services – Maintenance	\$							
S&S – Utilities & Janitorial	\$		\$		\$		\$	
S&S – Maintenance	\$		\$		\$		\$	
LF Subtotal	\$		\$		\$		\$	
Total All Funds	\$10,709,492		\$10,127,259		\$10,424,638		\$11,077,695	

The Facilities Operations and Maintenance budget includes costs to maintain facilities and keep them in repair including applicable utilities, building supplies, janitorial and groundskeeper staff, as well as maintenance staff. Agencies with significant facilities may include support staff if directly associated with facilities operations and maintenance activities. Do not include other overhead costs such as accounting, central government charges, etc.

Facilities Deferred Maintenance Detail Report

(107BF16c)

AGENCY: Oregon Youth Authority

Agency #: 41500_

Building Name or Identifier	Replacement Value (as of 6/30/12)	2013-15 Deferred Maintenance Budget for this Facility	Total O/S Deferred Maint. (projected) (as of 6/30/13)	Outstanding Deferred Maintenance (projected) by Category			
				1 - 2		3 - 5	
				1	2	3	5
Facilities > \$1 million (attach additional sheets if necessary)							
Camp Florence	\$1,702,575	\$0	\$466,293	\$369,318		\$96,975	
Camp Tillamook	\$1,529,317	\$0	\$267,710	\$96,235		\$171,475	
EOYCF	\$9,753,521	\$0	\$1,021,484	\$553,606		\$467,878	
EOYCF Site/Infra	NA	\$0	\$0	\$0		\$0	
HYCF Admin	\$4,275,000	\$0	\$852,339	\$476,878		\$375,461	
HYCF Farrell HS	\$8,311,643	\$0	\$885,315	\$462,041		\$423,274	
HYCF Norblad Hall	\$7,892,630	\$0	\$679,311	\$634,795		\$44,516	
HYCF Scott/Iota Hall	\$7,877,505	\$0	\$1,030,710	\$971,526		\$59,184	
HYCF Site/Infra	NA	\$0	\$121,257	\$59,954		\$61,303	
HYCF Zeta Hall	\$2,011,820	\$0	\$22,483	\$22,483		\$0	
MYCF Bowerman Hall	\$1,911,049	\$0	\$0	\$0		\$0	
MYCF CIU	\$5,663,744	\$0	\$548,600	\$548,600		\$0	
MYCF Dunbar Cottage	\$1,406,645	\$0	\$394,389	\$393,640		\$749	
MYCF Food Service	\$4,005,562	\$0	\$989,179	\$838,545		\$150,634	
MYCF Geer Compound	\$12,819,819	\$0	\$1,276,873	\$1,152,091		\$124,782	
MYCF Grover Cottage	\$1,829,957	\$0	\$410,459	\$309,753		\$100,706	
MYCF Gym/Visit	\$4,779,810	\$0	\$349,614	\$173,051		\$176,563	
MYCF Hall Cottage	\$1,646,212	\$0	\$326,191	\$322,144		\$4,047	
MYCF Holmes Cottage	\$1,606,535	\$0	\$227,519	\$227,519		\$0	
MYCF Kincaid Cottage	\$1,709,720	\$0	\$269,474	\$269,474		\$0	
MYCF Lord HS	\$4,738,671	\$0	\$714,101	\$694,616		\$19,485	
MYCF Maint/Laund/Moody	\$19,377,279	\$0	\$461,999	\$455,404		\$6,595	
MYCF McBride Cottage	\$1,366,015	\$0	\$305,459	\$305,459		\$0	
MYCF McKay Cottage	\$1,906,477	\$0	\$311,836	\$311,386		\$450	
MYCF Site/Infra	NA	\$0	\$273,239	\$209,838		\$63,401	
MYCF Smith Cottage	\$1,906,477	\$0	\$343,077	\$343,077		\$0	

Facilities Deferred Maintenance Detail Report

(107BF16c)

MYCF Thayer	\$3,358,526	\$0	\$278,013	\$115,765	\$162,248
MYCF Warehouse	\$1,771,672	\$0	\$396,776	\$247,490	\$149,286
MYCF Whiteaker	\$5,088,044	\$0	\$504,767	\$359,741	\$145,026
NCYCF	\$14,646,096	\$0	\$2,408,889	\$622,674	\$1,786,215
NCYCF Site/Infra	NA	\$0	\$0	\$0	\$0
OCYCF	\$13,260,890	\$0	\$1,927,277	\$545,440	\$1,381,837
OCYCF-YWTF	\$2,709,934	\$0	\$0	\$0	\$0
RBF	\$6,273,896	\$0	\$397,036	\$339,930	\$57,106
RBF Hilgard	\$2,055,250	\$0	\$333,527	\$268,027	\$65,500
RBF Site/Infra	NA	\$0	\$29,977	\$29,977	\$0
RVYCF	\$14,347,351	\$0	\$2,229,722	\$1,268,736	\$960,986
TYCF	\$4,845,677	\$0	\$477,804	\$361,492	\$116,312
TYCF Trask HS	\$3,358,526	\$0	\$278,013	\$115,765	\$162,248

Total Facilities > \$1 million					
(Total from detail above)	\$178,385,319		\$21,532,699	\$14,360,705	\$7,171,994

(Total for all facilities < \$1 million)	\$10,085,718		\$1,422,180	\$1,018,422	\$403,758
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Total all Facilities	\$188,471,037		\$22,954,879	\$15,379,127	\$7,575,752
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