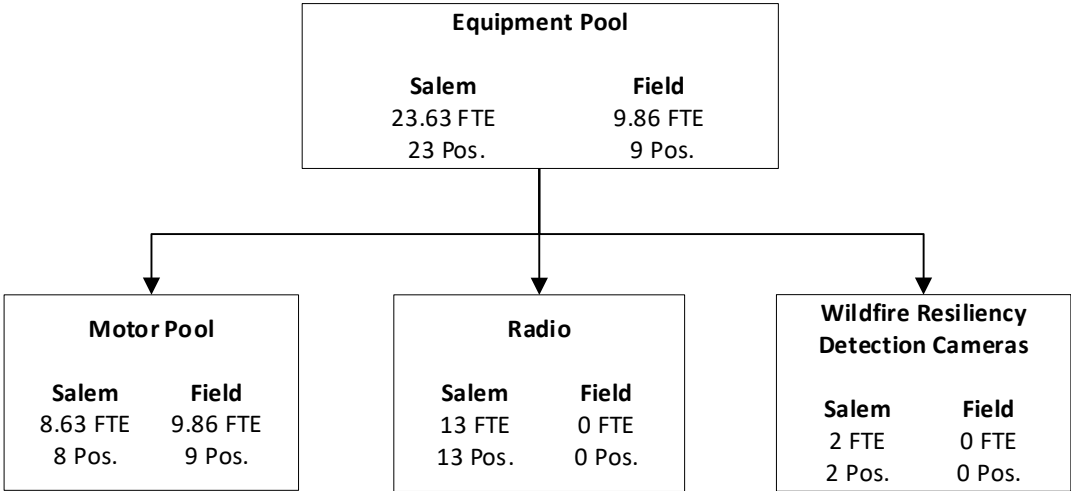


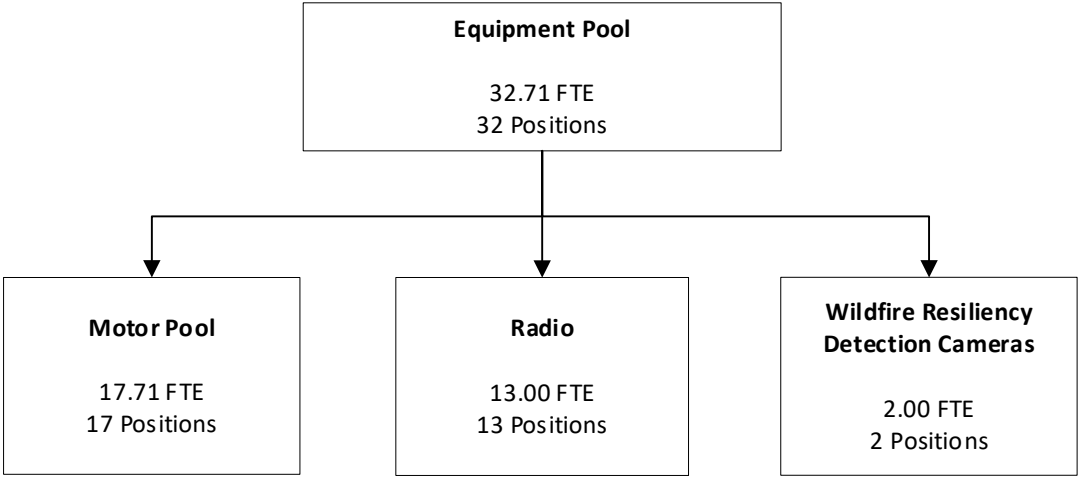
Equipment Pool Program Narrative

Organization Charts



Proposed 2023-25 Structure

Equipment Pool Program Narrative



Prior 2021-23 Structure

Equipment Pool Program Narrative

Executive Summary

Long-term focus areas impacted by the program

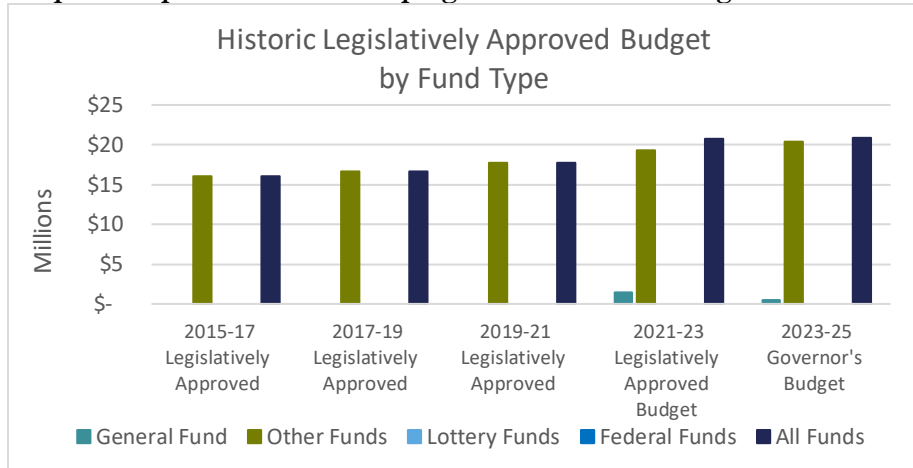
Primary focus area: Responsible environmental stewardship

Primary program contact

Brent Grimsrud, CIO/IT Program Manager, 503-945-7331, brent.grimsrud@odf.oregon.gov

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Graphical representation of the program unit's funds budget over time



Program overview

The Equipment Pool Program is accountable for providing leadership and direction regarding core motor pool, radio logistical and financial support services. These services are unique and vital to core business operations statewide.

Program funding request

The program is requesting \$20,873,842 All Funds (\$522,583 General Fund and \$20,351,259 Other Funds) for the 2023-25 biennium, which is an increase over current service levels due to increased inflation costs to procure new fleet equipment and the continued radio migration of digital and information technologies.

Program description

The Equipment Pool Program provides statewide leadership, direction and support services in the areas of motor pool and radio logistics to the department's headquarters elements in Salem and districts statewide. In addition, the program supports three forest protective associations and maintains interagency service level agreements with the Oregon Parks and Recreation Department and the Oregon Department of Fish and Wildlife. The program is self-supporting through stakeholder assessments that are managed within internal service funds.

Primary cost drivers that impact the program:

- Equipment replacement costs
- Equipment operations/service costs
- Associated administrative and business services costs
- Parts and services costs

The estimated cost for 2025-27 is \$21,929,514 and for 2027-29 is \$23,065,189.

Program justification and link to long-term outcome

The Equipment Pool Program provides effective, dependable life safety equipment and logistical support services to the department operational programs, administrative programs, and field operations to assist them in meeting their long-term focus area goals, benchmarks and successful measurements.

As programs of the Administrative Branch, Motor Pool and Radio provides the foundation for effective implementation of ODF core business functions and are continuously evaluating processes to improve service delivery. The services provided are all directly linked to the Governor's strategic plan calling for "excellence in state government".

Program performance

The Equipment Pool Program is dependent upon enterprise asset and business management systems to track equipment assets, utilization, services and financial outcomes. The program uses data sets and information to develop and compare a variety of assessment/performance outcomes that are specific to each district field operation. The data are used for providing outcomes, reports, analysis and establishing equipment assessment/rates:

Equipment Pool Program Narrative

- Fleet utilization metrics (mileage, repairs, services, fuel and shop resources) are used to measure and develop operational and repair rates.
- Equipment lifecycle standards and annual long-range planning help to forecast replacement outcomes and annual equipment assessments.

Enabling legislation/program authorization

ORS 526.142 through 526.152 grants the department the unique authority to establish and maintain this program.

Funding streams

The Equipment Pool Program maintains internal services funds (Other Funds) and is supported through user assessments; however, the program's funding and the ability to maintain, operate, store and replace equipment as required is dependent upon the department's other divisions and programs having the funding available to pay those assessments.

Program Narrative

The Equipment Pool Program is composed of the Motor Pool and Radio Pool, which are managed within the Administrative Branch.

The Motor Pool is managed under the Equipment Pool Program and the Communications Pool is managed under the Information Technology Program, but share the same general responsibilities that include, but not limited to the following:

- Ensuring compliance with additional federal and state policies.
- Ensure compliance with biennial budgets, legislative actions, federal and state audits, interagency agreements, strategic plans and leadership direction.
- Ensure effective management of internal service fund and fund accounts within Oregon Accounting Manual and best practices guidance.
- Provide essential statewide support services that meet the needs of users.

Expenditures

The Equipment Pool Programs have individual funds and track program activities utilizing unique program account codes:

- Motor Pool Fund – 3101

- Communications Fund – 3201
- Wildfire Resiliency-Detection Cameras – 1132

Important background for decision makers

- Continued need to replace the antiquated/outdated asset and business management systems:
- Increase system metrics and outcome measurements of equipment performance, service and lifecycle.
- Increased system, business procedures and financial quality controls.
- Increase capability and funding to support electric vehicle policies/requirements.
- Continued need to automate system business enterprise (relationships with other business system platforms).
- Continued need to provide continuous, dependable, and cost-effective equipment and support services.

Revenue

The primary user assessments include program administration, operations and future equipment replacement. The assessments are allocated to programs and activities that participate in the pool and receive a service from the use of such equipment. The pools may also provide services to external state agency customers with service level agreements.

Proposed new laws

- **Green House Gas** – Assume new laws will be implemented that will increase the requirements for electric vehicles, which will impact the procurement of current and future vehicles.
- **Federal Communications Commission** – Assume new laws will continue to be implemented that will increase the security requirements for communication equipment and manufactures.

Essential Packages

Pkg 010-Vacancy Factor and Non-ORPICS Personal Services

This package includes standard inflation of 4.2% on non-ORPICS items such as temporaries, overtime, shift differential, all other differentials, and unemployment compensation, including the OPE associated with them.

Equipment Pool Program Narrative

Pkg 022-Phase-out Pgm & One-time Costs

The purpose of this package is to Phase Out one-time budget increases remaining from the prior biennia. In the Communications sub-program (\$1,000,000) of General Fund for the implementation of a new vehicle locator system from 2021-23 Package 171 is being Phasing Out. There is no change to Position Counts or FTE.

Pkg 031-Standard Inflation

The purpose of this package is to include a set of standardized inflation rates for all agencies, increasing their budgets above their final base amounts for all non-personal-services expenditure accounts. These rates are 4.2% for standard or “generic” accounts, and then larger rates for “Price List Accounts,” specifically 8.8% for Professional Services and 21.10% for Attorney General charges. There is no change to position counts or FTE.

Pkg 060-Technical Adjustments

The purpose of this package is to make technical budget adjustment and corrections. The department is making multiple structure changes this biennium due to internal re-organization efforts. These actions are net-zero at the Agency-wide and Fund Type level, but not at the SCR level. In the Equipment Pool program this involves moving parts of the Equipment Pool manager and Pilot out of Agency Administration, so that they reside 100% in the Equipment Pool program, resulting in an increase of \$320,940 Other Funds, no change to Position Counts, and an increase of 0.80 FTE.

Policy Packages

Package Number	Component Title	All Funds	Positions / FTEs
090	Analyst Adjustments	(\$11,693)	0/0.00
092	Statewide AG Adjustment	(\$1,828)	0/0.00
Total Packages:		(\$13,521)	0/0.00

Package Narrative

Package 090-Analyst Adjustments

Purpose: This package adjusts vacancy rate on General Fund positions to 5 percent

Staffing impact: None

Revenue source:

	<u>Agency Request</u> <u>Budget</u>	<u>Governor's</u> <u>Budget</u>	<u>Legislatively</u> <u>Adopted Budget</u>
General Fund	\$0	\$0	
Other Funds	\$0	(\$11,693)	
Federal Funds	\$0	\$0	
All Funds	\$0	(\$11,693)	
Position/FTE	0/0.00	0/0.00	

Package 092-Statewide AG Adjustment

Purpose: This package reduces Attorney General rates by 4.62 percent to reflect adjustments in the Governor’s Budget

Staffing impact: None

Revenue source:

	<u>Agency Request</u> <u>Budget</u>	<u>Governor's</u> <u>Budget</u>	<u>Legislatively</u> <u>Adopted Budget</u>
General Fund	\$0	\$0	
Other Funds	\$0	(\$1,828)	
Federal Funds	\$0	\$0	
All Funds	\$0	(\$1,828)	
Position/FTE	0/0.00	0/0.00	

Equipment Pool Program Narrative

Detail of Revenue 107BF07

Source	Fund	ORBITS Revenue Acct	2019-2021 Actuals	2021-23 Legislatively Adopted	2021-23 Estimated	2023-25 Agency Request	2023-25 Governor's	2023-25 Legislatively Adopted
Charges for Services	3400	0410	\$4,533,543	\$8,665,309	\$8,665,309	\$8,665,309	\$8,665,309	
Admin and Service Charges	3400	0415	\$1,537,706	\$0	\$0	\$0	\$0	
Rent & Royalties	3400	0510	\$9,969,385	\$15,810,354	\$15,810,354	\$16,696,237	\$16,696,237	
Sales Income	3400	0705	\$1,664,358	\$0	\$0	\$0	\$0	
Other Revenues	3400	0975	\$219,163	\$2,769,981	\$2,769,981	\$2,769,981	\$2,769,981	
Transfer In-Intrafund	3400	1010	\$1,535,660	\$0	\$0	\$0	\$0	
Transfer from General Fund	3400	1060	\$266,657	\$0	\$0	\$0	0	