

## Overview of Facilities and Programs

The Fleets & Facilities Department (FFD) is responsible for general government facilities. Examples include the City's core public safety facilities, comprising both fire stations and police precincts; maintenance shops and other support facilities; and the City's downtown office buildings. In addition, FFD is responsible for the management and upkeep of several community-based facilities owned by the City.

The Department's 2006-2011 Proposed Capital Improvement Program outlines FFD's plan for maintaining, renovating, replacing, and adding to its extensive inventory of buildings. The Department's CIP is financed by a variety of revenue sources, including the City's General Subfund, the Cumulative Reserve Subfund (including the unrestricted, REET I, and FFD asset preservation subaccounts), the 2003 Fire Facilities and Response Emergency Levy, Limited Tax General Obligation Bonds, proceeds from property sales, and insurance recoveries.

## Highlights

- ◆ Fire Facilities and Emergency Response Levy Program: Approved by voters on November 4, 2003, proceeds from this levy, as well as approximately \$40 million in other funding sources, fund more than 40 projects to upgrade, renovate, or replace most of the City's fire stations; construct new support facilities for the Fire Department (including a new joint training facility); construct a new Emergency Operations Center and Fire Alarm Center; carry out various emergency preparedness initiatives (for example, upgrading the City's water supply system for firefighting purposes); and procure two new fireboats and rehabilitate an existing one. In most cases, Levy projects are fully appropriated in their first active year to allow the Department to undertake multi-year contracts. In 2006, FFD begins the implementation of four new neighborhood station projects (note: a City Council hold on these project appropriations is described in "City Council Changes to the CIP"): Fire Station 2, Fire Station 17, Fire Station 28, and Fire Station 31. The Department also anticipates completion of the small fireboat and the large fireboat projects.
- ◆ Asset Preservation Program: A new initiative in 2005 to enhance the City's efforts to preserve general government assets funds several categories of projects in the 2005-2006 biennium, organized by facility type – shops and yards, City Hall, fire stations, Seattle Justice Center, and the Seattle Municipal Tower. Planned work ranges from the replacement of floor slabs and drainage at the Charles Street Maintenance Facility to the renovation of elevators at Seattle Municipal Tower. For the 2005-2006 biennium, \$5.8 million is appropriated for asset preservation projects, \$2.89 million of which is newly appropriated in 2006. In addition, following FFD's completion of a response to a 2005 Statement of Legislative Intent, an asset preservation reserve fund of \$1.66 million has been made available for future project-specific appropriations. No funding has been incorporated into later years of the CIP, as program planning has not yet determined appropriate projects. Future CIPs are anticipated to include more than two years of projects' funding as asset preservation planning matures.
- ◆ Civic Center Master Plan: With the sale of the Alaska and Arctic buildings, the final moves of City departments into permanent office space in the Seattle Municipal Tower and other leased office space in privately owned buildings takes place. These moves mark completion of the Seattle Municipal Tower tenant improvements, a major component of the Civic Center Master Plan. Planning for redevelopment of the block formerly occupied by the Public Safety Building is underway in 2006.

## Project Selection Process

The following process is used to identify and prioritize potential CIP projects:

Project Identification: For asset preservation and major maintenance projects, FFD maintains and annually updates a six-year plan based on its maintenance and planning efforts, balanced with input from various sources, ranging from customer departments, to neighborhood planning, to elected officials. Crew chiefs, property agents, architects, engineers, and space planners provide technical guidance in anticipation of major and minor

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maintenance, and rehabilitation of buildings. Other projects, including new facilities, are typically identified through special analyses or major Citywide initiatives.

Project Selection: FFD's six-year CIP comprises planning, development, and asset preservation projects. Regardless of category, federal- and state-mandated projects are automatically placed in the six-year plan. Asset preservation projects are selected based on urgency and available funds. The Executive prioritizes new development and planning projects based on demand and responsiveness to the public's well-being.

Project Funding and Schedule: Each project listed in the six-year plan is reviewed to determine viable funding sources: Asset Preservation Subaccount, Community Development Block Grant, other grants, bond funds, or other Cumulative Reserve Subfund funds. Fleets and Facilities establishes the timeframe and estimates the cost of each planned project prior to review and approval by the Department of Finance, Mayor, and City Council.

### **Anticipated Operating Expenses Associated with Capital Facilities Projects**

Operating and maintenance costs for new facilities coming on line after 2005 are expected to increase existing budget levels due to both increases in square footage managed by the Department and inflationary increases in the cost of utilities, labor, and security. However, for its downtown facilities, FFD plans to maintain the added new space with only a minor increase in staff or net costs. This is possible through a combination of lower, but acceptable, standards of maintenance for these facilities, as well as a projected reduction in utility use, measured in units of consumption. The lower consumption of electricity and water, even with larger buildings, is made possible through the City's incorporation of sustainable building technologies in the new downtown buildings. For other new facilities that entail a substantial increase in occupied space, operating and maintenance costs are expected to increase consistent with average current costs for similar space, plus inflation, and as additional facilities are added to FFD's inventory. Asset preservation projects are generally anticipated to have minimal impact on operating and maintenance costs, although in some instances they may lower or increase operating costs.

### **City Council Changes to the CIP**

In the 2006 budget process, the Seattle City Council adopted four budget provisos relating to the Neighborhood Fire Stations Budget Control Level (A1FL1). This budget action prevents FFD from spending any money appropriated for 2006 for the Fire Station 02, 17, 28, and 31 projects until authorized by a future ordinance. In early 2006, it is anticipated that the Council will consider releasing the funds after it receives a revised schedule and financial plan for the Fire Facilities and Emergency Response Levy Program.