



# Oregon

Kate Brown, Governor

## Department of Administrative Services

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Senator Rob Wagner, Co-Chair  
Representative Greg Smith, Co-Chair  
Joint Committee on Ways and Means, Subcommittee on General Government  
900 Capitol Street, NE  
Salem, OR 97301

Dear Co-Chairs Wagner and Smith,

Thank you for the opportunity to present information on the Department of Administrative Services' (DAS) Budget in your subcommittee Thursday, January 31<sup>st</sup>. During our presentation, committee members asked several questions that required further analysis and explanation. Please find those questions and responses below.

- 1) Please provide a list of all current limited duration positions becoming permanent in your budget.

In the current biennium (2017-19), there are 56 limited duration positions of which nine of them are being requested to become permanent positions for 2019-21.

- 2) Please provide a list of all vehicles in managed by DAS.

Please find the list attached and sorted by agency. While DAS manages 4,202 vehicles, there are 4,049 on this list. We removed 153 plain plated vehicles from the inventory to protect the security of law enforcement or agency investigation vehicles. The list includes any wrecked or other vehicles staged for surplus sale that are still in our system.

- 3) Please identify deferred maintenance capital priorities for DAS as well as the evaluation criteria through which those priorities were arrived at.

There are six evaluation criteria that drive our capital projects planning:

1. Alignment with the State's long term planning priorities
2. Cost savings - Eliminating deferred maintenance and/or operational savings
3. Need/capacity - 1: mission critical; 2: life safety; 3: key state priorities/initiatives
4. Completing projects that have current capital/bonding investments
5. Resilience - Addressing earthquake and/or flood and fire risk

6. Environmental and social sustainability - 1: energy; 2: community/citizen support

This evaluation criteria was used to determine the priority level for each project. Those levels are:

- Priority One - Currently critical (immediate action to address code and accessibility violations)
- Priority Two - Potentially critical (maintain integrity/accommodate program requirements)
- Priority Three - Necessary - not yet critical (maintain integrity, but still functioning)
- Priority Four - Seismic and natural hazard remediation (improve seismic performance)
- Priority Five - Modernization (implement new standards for higher functionality)

These priority levels generated the following list, contained within the DAS 2019-21 Facilities Plan, broken down in biennial and 10 year time horizons.

**2019-21**

- Revenue Building Upgrades - Upgrades electrical system for Revenue Building - \$10.0M
- Portland State Office Building - Rehabilitates Portland State Office Building's exterior and windows and completes the project started 2017-19 - \$8.6M
- Justice Exterior Renovation - Renovates and rehabilitates Justice Building exterior, specifically the historic windows - \$5.0M
- Priority One Deferred Maintenance – Various Projects - \$13.8M
  - Electrical Upgrades
  - Roof Replacements
  - HVAC, Boiler, and Control Upgrades
  - Capital Improvements

**10-Year**

- Oregon Resiliency Building – New building on Yellow Lot with new parking structure on Red Lot - \$275M
- Labor and Industries Building – Full building renovation with immediate-occupancy seismic upgrade - \$48.9M
- Executive Building – Renovation of interior and seismic upgrades - \$25.0M
- Seismic Upgrades - Retrofit/renovate seven additional top priority buildings for earthquake risk management and capital renewal/renovations. - \$76.5M
  - Public Service Building - \$17.2M
  - Albina Office - \$3.4M
  - Employment - \$17.5M
  - Human Services - \$32.7M
  - Commerce - \$4.5M
  - Public Utility Building - \$14.6M
  - Agriculture Building - \$14.6M

- 4) In the [2017 LFO Liquidated and Delinquent Debt Report](#) (page 75) shows DAS having \$78.8M in debt added, with roughly \$77.4M in collections. The Committee wondered why those numbers were so high?

With the major customers of DAS being other state agencies, DAS receives revenue after invoicing those other state agencies for services provided. In 2017 fiscal year the total invoice amount was \$548 million. In some instances those invoices are paid after they were due as a result of other agency's cash flow requirements. While the agencies pay their invoices prior to the end of the fiscal year, DAS is required to record all delinquent invoices for this LFO report.

Please let us know if additional follow up is desired or additional questions arise.

Sincerely,



Katy Coba

Chief Operating Officer | DAS Director