

Project Ideas for County-Owned Facilities

Idea types:

- Improvements,
- Remodels, Additions, and
- New construction.

From:

- General plan
- Public
- Board members
- RPAC/RTIP
- Staff
- Department Head
- Risk/Safety
- Funding Opportunity
- Identified Need

Project Request Form

Proponent prepares with staff:

- Description of project
- Project justification
- Work with facilities to develop a rough Budget/cost Estimate.
- Identifies Funding source
- Create an anticipated project timeline
- Anticipated environmental review

Project Review

Initial assessment by Project Review Committee which evaluates project based on:

- Safety
- ADA
- legal requirements
- environmental requirements
- community needs
- department needs
- funding
- Strategic Plan Alignment.

County Comprehensive Facilities Plan
Annual Projects Workshop

Discuss project prioritization
 CIP > \$25,000
 Maintenance < \$25,000
 Emergency < \$10,000
 Projects not selected will remain on CCFP project list for future review.

Board of Supervisors
Review Process/Approval

Approved County Comprehensive Facilities Plan Project List

Compile Projects onto list: Capital Improvement Plan; Maintenance projects, Emergency Projects, and unfunded projects.

Capital Improvement Project

Project exceeds \$25k, is non-recurring, has a useful life of 5+ years

New facility

Maintenance Project

Project is less than \$25k, and improves an existing facility

Project funded by facilities maintenance budget

Project addresses a safety hazard or ADA issue

Emergency Project

Project is less than \$10,000 and is an immediate threat to life safety or County property

Project Implementation and Closure

