



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JANUARY 15, 2019**
FROM: GENERAL SERVICES DEPARTMENT **WARDS: ALL**
SUBJECT: MEASURE Z – DEFERRED FACILITY MAINTENANCE AND MAJOR CAPITAL PROJECTS UPDATE

ISSUE:

Receive an update on Measure Z deferred facility maintenance and major capital projects.

RECOMMENDATIONS:

That the City Council receive an update on Measure Z deferred facility maintenance and major capital projects.

BACKGROUND:

On February 23, 2016, the General Services Department presented a Preliminary Facility Needs Assessment Report to the City Council outlining key issues including insufficient staffing levels and budget appropriations for maintenance of existing facilities, lack of an established funding source for major repairs, and replacement and/or construction of new facilities. On April 5, 2016, the City Council received a budget update that implemented a more transparent and participatory community engagement process for the development of the Fiscal Year (FY) 2016-18 Two-Year Budget, within the context of a Five-Year Financial Plan.

Riverside voters approved Measure Z on November 8, 2016. Measure Z authorized a one-cent increase in the City’s sales tax rate, which began on April 1, 2017. On January 31, 2017, the City Council received a report on the proposed Measure Z spending priorities, provided comments and directed staff to work with the Budget Engagement Commission (BEC) to refine the five-year spending plan for Measure Z for a future City Council meeting. Following five BEC meetings to define spending priorities and the allocation of Measure Z resources, the BEC finalized its recommendations to the City Council on May 4, 2017.

The FY 2017-2021 Measure Z Five-Year Spending Plan was adopted by City Council on May 16, 2017. The adopted Spending Plan included a total allocation of \$4.2 million over five years to deferred maintenance projects, ranging from \$250,000 to \$1.5 million annually. On June 12, 2018 the City Council adopted the FY 2018-2020 Two-Year Budget, which included an updated Measure Z Five-Year Spending Plan. The updated Measure Z Spending Plan stabilized Measure Z funding for deferred maintenance projects to \$1 million annually through FY 2022/23, for a total investment of \$6 million over six years (FY 2017/18 through FY 2022/23).

On February 6, 2018, the General Services Department presented an update to the City Council on Measure Z deferred maintenance and capital projects. This update also included implementation of a Pilot Condition Assessment and Work Order Solution (Dude Solutions). The purpose of the assessment is to capture meaningful asset data to enable City staff to assess, prioritize and plan capital expenses.

DISCUSSION:

As outlined in the General Services Preliminary Needs Assessment Report to the City Council on February 23, 2016, deferred facility maintenance has undesirable consequences, including the potential for more significant and costly repairs, reduced energy efficiency, and safety or environmental concerns due to deteriorating facilities. It is not uncommon for state and local governments facing budgetary challenges to postpone infrastructure spending to future years, creating a backlog of deferred infrastructure maintenance. Fortunately, the Measure Z allocation has begun the process to reverse this practice in the City.

Facility Condition Assessment and Work Order Solution

On February 14, 2018, the City of Riverside entered into an agreement with Dude Solutions, Inc., in the amount of \$49,585 to perform a Pilot Facility Condition Assessment (FCA) at the following five (5) key City facilities: City Hall, Marcy Building, Magnolia Police Station, Villegas Community Center and Orange Terrace Community Center. The field data collection and condition assessment captured information on all major building systems down to the individual component level, including: site paving, heating and cooling systems, roofing, electrical, plumbing, elevators, and building and structural systems. This data was reviewed by staff and imported into the Work Order Solution (Solution), which includes two main applications, Work Order and Planned Maintenance. The Work Order application allows users to create and manage work orders, assign work to technicians via a mobile application, and track data for work completion. The Planned Maintenance application allows users to create recurring maintenance schedules of daily to annual tasks.

The pilot FCA and Work Order Solution trial period ended on June 30, 2018. On August 28, 2018, the City Council approved the First Amendment to the Professional Consultant Services Agreement with Dude Solutions, Inc., which will allow the General Services Department to complete the condition assessment for the remaining core City facilities, including all Police and Fire stations, community centers, libraries, the Fox Entertainment Plaza, the Riverside Municipal Auditorium, and the Riverside Convention Center, at a cost of \$118,645. This assessment is anticipated to be completed by June 30, 2019. In addition, the First Amendment includes annual software subscription renewal for the Work Order Solution at \$40,825, for a total FY 2018/19 cost of \$159,470.

Public Safety Fleet Maintenance

The Measure Z Spending Plan approved by the City Council includes funding for enhanced public safety fleet maintenance. While the General Services/Fleet Division has performed Fire fleet maintenance in-house for many years, Police fleet maintenance services were largely outsourced. Thanks to Measure Z, four additional mechanics were hired, two dedicated for in-house Police fleet maintenance, and two dedicated to address the backlog of deferred maintenance for Fire vehicles. In addition, Measure Z provided \$100,000 for tenant improvements to the existing Fleet Central Garage to accommodate in-house Police vehicle maintenance.

General Services/Fleet Division staff worked collaboratively with the Police Department to ensure a smooth transition to in-house maintenance, with very positive results. With this transition to in-house service, the Police Department can utilize the capabilities of General Services/Fleet as a one-stop shop for vehicle and equipment related needs, receive quicker turnaround times for service and repairs, and be certain that all necessary preventive maintenance is performed on schedule to ensure a reliable fleet and enhanced officer safety. To date, more than 2,000 work orders have been completed, each with an average turnaround time of two hours. Since General Services/Fleet assumed maintenance responsibilities, there is a high level of satisfaction with the work; a recent customer service survey noted an 89% satisfaction level.

Pilot Police Vehicles Refurbishment Program

The Measure Z Spending Plan also includes replacement needs for public safety vehicles. As a cost savings measure, the Police Department worked with General Services/Fleet Division to implement a pilot police vehicle refurbishment program. Formerly one of the most popular police fleet vehicles in North America, the Ford Crown Victoria sedan was discontinued in 2011. However, there is still a demand for these rugged sedans in the law enforcement arena. To date, fourteen police vehicles are available to be refurbished and placed back into service.

Measure Z Deferred Maintenance

The following tables outline Measure Z deferred maintenance spending completed in Fiscal Year 2017/18, and proposed Measure Z spending for FY 2018/19. These projects were prioritized to address the most immediate maintenance deficiencies in core City facilities, including water infiltration, life safety and security, and comfort. Due to the nature of facilities maintenance, project priorities for FY 2018/19 are subject to change and contingency funds have been set aside for unanticipated facility needs.

FY 2017-18 Measure Z Projects Completed

Project Name	Brief Description	Ward	Measure Z (Actuals and Encumbered)
Facility Condition Assessment/Work Order System Pilot	Complete asset inventory on select core City facilities as outlined above	All	\$49,585
Fleet Facility Capital Repairs	Modify existing Central Garage space to accommodate in-house Police fleet maintenance.	4	\$119,626
Fire Station 8 Roof	Replace 40+ year old slate roof	6	\$72,840
La Sierra Library Roof	Replace 45+ year old metal roof	7	\$115,432
Orange Police Station Roof	Leak repairs to flat gravel roof, ongoing leaking	1	\$48,000
Arlanza Community Center HVAC	Installation of new HVAC	6	\$21,000
Dales HVAC	Installation of new HVAC	1	\$40,000
City Hall Security – Doors Retrofit	Replace exterior doors and add card access devices for improved security	1	\$41,614
Security Lighting –	Corporation Yard Parking LED;	1, 4	\$30,800

Project Name	Brief Description	Ward	Measure Z (Actuals and Encumbered)
Multiple Facilities	City Hall Parking LED		
Pool Filter Replacements	Hunt and Shamel Parks	5, 3	\$120,000
Heritage House Porch	Porch Railing Replacement	5	\$41,350
Municipal Auditorium	Building automation upgrade	1	\$31,900
Contingency/carryover			\$367,853
TOTAL			\$1,100,000

FY 2018-19 Proposed Measure Z Projects

Project Name	Brief Description	Ward	Est. Measure Z
City Hall Fire Alarm Upgrade	Original fire/life safety system; proprietary and outdated	1	\$200,000
City Hall Fan/HVAC Repair/Replacement	Original fans 45+ years old, no longer manufactured and support is limited. (Funds carried over from FY 2017/18)	1	\$120,000
Urban Search and Rescue Warehouse Roof	Replace roof on Urban Search and Rescue warehouse (Funds carried over from FY 2017/18.)	4	\$96,815
Cesar Chavez Community Center HVAC Replacement	Replacement of HVAC	2	\$75,000
Asset Inventory	Complete Dude Solutions asset inventory and software development for remaining core City and Parks owned facilities	All	\$159,470
Parking Lot Rehabs	City Hall, La Sierra Library and portions of City Corporation Yard	1, 7, 4	\$138,715
Fire Station Exhaust Fan Replacement	Stations 6, 13 and 14	1, 2	\$105,000
Eastside Library HVAC	Replace/Repair HVAC	2	\$60,000
Magnolia PD HVAC	Replace/Repair HVAC	6	\$45,000
TOTAL Proposed:			\$1,000,000

New Downtown Main Library

The Measure Z funding plan includes financing for a new Downtown Main Library, to be constructed at 3911 University Avenue. The proposed new state of the art 3-story Main Library building is approximately 42,000 square feet. The design includes modified program spaces, covered areas, an open breezeway, archive space, and facility amenities. The Council report requesting approval to award the construction bid is scheduled for City Council consideration on January 15, 2019.

To date, \$1,733,106.75 from Measure Z has been spent on architectural and engineering design services for the proposed new Downtown Main Library.

Riverside Metropolitan Museum Expansion and Rehabilitation

The Measure Z funding plan includes financing of \$13.7 million for the Riverside Metropolitan Museum (RMM) expansion and rehabilitation. Constructed in 1912 as a United States Post Office, the RMM exemplifies the California Mission/Spanish architecture style popular at the time and is listed in the National Register of Historic Places. The proposed rehabilitation and expansion of the RMM will significantly improve the functionality of the facility by providing flexible exhibit space to accommodate both permanent and traveling exhibits, improve technical interaction with patrons, and provide improved access to the facility. The project scope is currently under development, with a Request for Proposals issued August 30, 2018, seeking an architectural firm experienced in innovative museum design.

Seventeen highly qualified companies submitted proposals for the project. A selection panel of three individuals from within the City and three from the community was established to evaluate all 17 proposals based on each element of the established criteria. Eight companies were invited to interview with the panel on December 11, 2018 and December 13, 2018. A recommendation for Phase 1 Project Design Services is tentatively scheduled for City Council consideration in late February 2019.

To date, no Measure Z funds have been spent for the Riverside Metropolitan Museum Expansion and Rehabilitation.

New Police Department Headquarters

Measure Z includes financing of \$35 million to construct a new Police Department Headquarters. Site selection is currently underway, and no Measure Z funds have been spent for this project to date.

Downtown Parking Garage

Measure Z includes financing of \$15 million to construct a new parking garage in the downtown area (site to be determined). To date, no Measure Z funds have been spent for this project.

Eastside Library Site Selection

The Measure Z funding plan includes \$100,000 for site selection for the proposed new SPC Jesus S. Duran Eastside Library. A community meeting and tour was held on July 12, 2018 to receive input from the Eastside community on possible sites, including University Avenue at Bobby Bonds Park, a vacant lot at Ottawa Avenue, and on Martin Luther King Boulevard at Bordwell Park. After consideration of community input, City staff toured the Bobby Bonds Park site on September 27, 2018, and is moving forward to bring a joint presentation to the Parks and Recreation Commission and Board of Library Trustees regarding the Bobby Bonds Park site option in January 2019. Subsequently, recommendations shall be presented to the City Council, including approval to issue a Request for Proposals for Phase 1 Design Services. Phase 1 Project Design Services shall include, but not be limited to: building size, site placement and configuration, conducting public meetings, presentations to key stakeholders, conceptual plans and cost estimate for the proposed Eastside Library.

To date, no Measure Z funds have been spent for the Eastside Library project.

FISCAL IMPACT:

There is no fiscal impact associated with receipt of this informational update.

Prepared by: Carl Carey, General Services Director
Certified as to
availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer
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Attachment: Presentation