



# Office of Financial Management

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## 2023-2025 Ten-Year Capital Request



**105 - Office of Financial Management  
Ten Year Capital Plan by Project Class**

2023-25 Biennium

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Version: A1 23-25 Capital Request

Report Number: CBS001

Date Run: 9/21/2022 9:56AM

**Project Class: Preservation**

Agency Priority	Project by Account-EA Type	Estimated Total	Prior Expenditures	Current Expenditures	Reapprop 2023-25	New Approp 2023-25	Estimated 2025-27	Estimated 2027-29	Estimated 2029-31	Estimated 2031-33
<b>3</b>	<b>3000041 Emergency Repairs</b>									
	057-1 State Bldg Constr-State	22,363,000		2,363,000		5,000,000	5,000,000	5,000,000	5,000,000	
<b>4</b>	<b>20082856 Cowlitz River Dredging</b>									
	057-1 State Bldg Constr-State	2,700,000	700,000	1,000	1,999,000					
<b>Total: Preservation</b>		<b>25,063,000</b>	<b>700,000</b>	<b>2,364,000</b>	<b>1,999,000</b>	<b>5,000,000</b>	<b>5,000,000</b>	<b>5,000,000</b>	<b>5,000,000</b>	<b>5,000,000</b>

**Project Class: Program**

Agency Priority	Project by Account-EA Type	Estimated Total	Prior Expenditures	Current Expenditures	Reapprop 2023-25	New Approp 2023-25	Estimated 2025-27	Estimated 2027-29	Estimated 2029-31	Estimated 2031-33
<b>1</b>	<b>3000040 OFM Capital Budget Staff</b>									
	289-1 Thur Cty Capital Fac-State	12,530,000	2,399,000	1,315,000		2,204,000	2,204,000	2,204,000	2,204,000	
<b>2</b>	<b>3000039 Oversight of State Facilities</b>									
	289-1 Thur Cty Capital Fac-State	16,924,000	3,874,000	2,610,000		2,610,000	2,610,000	2,610,000	2,610,000	
<b>Total: Program</b>		<b>29,454,000</b>	<b>6,273,000</b>	<b>3,925,000</b>		<b>4,814,000</b>	<b>4,814,000</b>	<b>4,814,000</b>	<b>4,814,000</b>	

**Total Account Summary**

Account-Expenditure Authority Type	Estimated Total	Prior Expenditures	Current Expenditures	Reapprop 2023-25	New Approp 2023-25	Estimated 2025-27	Estimated 2027-29	Estimated 2029-31	Estimated 2031-33
057-1 State Bldg Constr-State	25,063,000	700,000	2,364,000	1,999,000	5,000,000	5,000,000	5,000,000	5,000,000	
289-1 Thur Cty Capital Fac-State	29,454,000	6,273,000	3,925,000		4,814,000	4,814,000	4,814,000	4,814,000	

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<b>Total</b>	<b>54,517,000</b>	<b>6,973,000</b>	<b>6,289,000</b>	<b>1,999,000</b>	<b>9,814,000</b>	<b>9,814,000</b>	<b>9,814,000</b>	<b>9,814,000</b>
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# 105 - Office of Financial Management Capital Project Request

2023-25 Biennium

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Version: A1 23-25 Capital Request

Report Number: CBS002

Date Run: 9/21/2022 9:57AM

Project Number: 30000040

Project Title: OFM Capital Budget Staff

## Description

Starting Fiscal Year: 2020

Project Class: Program

Agency Priority: 1

### Project Summary

OFM requests funding for capital budget staff to develop and manage the statewide capital budget if the request in the 2023-25 operating budget doesn't get funded.

### Project Description

The Office of Financial Management has requested to transfer the funding for this program in the 2023-25 Biennium to the operating budget. If that request doesn't get enacted, OFM will still need the funding to ensure this critical program can continue. Included in the operating budget is a request for an additional FTE to support capital budget development. This new position will help develop and cost out policy proposals, review and approve fiscal notes, and assist in budget implementation. There has been significant workload increases for OFM's Capital Budget Division with regards to natural resource agencies and issues, given the recent emphasis on salmon, habitat, and recreation. However, this position may work in other areas of the capital budget as well.

#### What is the proposed project?

Office of Financial Management requests funding for capital budget staff to review agency and other budget requests; monitor capital budget funds, programs and projects; assist agencies in implementing the programs and projects; develop and implement systems for capital budget management; and assist state agencies with technical issues and requirements necessary related to the capital budgets processes.

#### What opportunity or problem is driving this request?

The opportunity is for capital budget staff to review agency and other budget requests; monitor capital budget funds, programs, and projects; monitor agency implementation of the programs and projects; develop and implement systems for capital budget management; and assist state agencies with technical issues and requirements necessary related to the capital budgets processes.

#### How does the project support the agency and statewide results?

The Office of Financial Management capital budget staff supports agency and statewide results by reviewing agency and other budget requests; monitoring funds and capital budget funds, programs, and projects; monitoring agency implementation of the programs and projects; developing and implement systems for capital budget management; and assisting state agencies with technical issues and requirements necessary related to the capital budgets processes for efficiency and transparency. Capital budget staff also work with agencies, the Legislature, stakeholders and the general public to address concerns and answer questions.

#### What are the specific benefits of this project?

The Specific benefits of the capital budget staffing is knowledge of agency and other budget requests; monitoring capital budget funds, programs and projects; agency implementation of the programs and projects; developing and implementing systems for capital budget management; and assisting state agencies with technical issues and requirements necessary for the capital budgets processes for added efficiency and transparency.

#### How will clients be affected and services change if this project is funded?

Clients, including the public, agencies, and the budgeting process will be better informed and capital budget funds, programs, and projects will be more efficient because of capital budget staff monitoring capital budget funds, programs, and projects; assisting agency implementation of programs and projects; developing and implementing systems for capital budget management; and assisting state agencies with technical issues and requirements necessary for the capital budgets processes for added efficiency and transparency. Capital budget staff also work with agencies, the Legislature, stakeholders and the general public to address concerns and answer questions.

#### How will other state programs or units of government be affected if this project is funded?

State programs, and government will be more efficient, transparent, and will meet policy and funding objectives through capital budget staff monitoring capital budget funds, programs, and projects; monitoring and advising state agency

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 Capital Project Request

2023-25 Biennium

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Project Number: 30000040

Project Title: OFM Capital Budget Staff

**Description**

implementation of programs and projects; developing and implementing systems for capital budget management; and assisting state agencies with technical issues and requirements necessary for the capital budgets processes for added efficiency and transparency. Capital budget staff also work with agencies, the Legislature, stakeholders and the general public to address concerns and answer questions.

**What is the impact on the state operating budget?**

No direct impact.

**Why is this the best option or alternative?**

This is the best alternative to funding this program in the operating budget because capital budget funds, programs, and projects will be more efficient because of capital budget staff monitoring capital budget funds, programs, and projects; assisting agency implementation of programs and projects; developing and implementing systems for capital budget management; and assisting state agencies with technical issues and requirements necessary for the capital budgets processes for added efficiency and transparency. Capital budget staff also work with agencies, the Legislature, stakeholders and the general public to address concerns and answer questions. These activities would not happen without the Office of Financial Management capital budget staff.

**What is the agency's proposed funding strategy for the project?**

The proposed funding strategy is to use bond funds to pay for activities necessary for completing successful capital budget programs and projects and to ensure efficient and effective use of funds appropriated in the capital budget.

**Location**

City: Olympia

County: Thurston

Legislative District: 022

**Project Type**

Special Programs

**Growth Management impacts**

N/A

New Facility: No

**Funding**

Acct Code	Account Title	Estimated Total	Expenditures		2023-25 Fiscal Period	
			Prior Biennium	Current Biennium	Reapprops	New Approps
289-1	Thur Cty Capital Fac-State	12,530,000	2,399,000	1,315,000		2,204,000
	<b>Total</b>	<b>12,530,000</b>	<b>2,399,000</b>	<b>1,315,000</b>	<b>0</b>	<b>2,204,000</b>

		Future Fiscal Periods			
		2025-27	2027-29	2029-31	2031-33
289-1	Thur Cty Capital Fac-State	2,204,000	2,204,000	2,204,000	
	<b>Total</b>	<b>2,204,000</b>	<b>2,204,000</b>	<b>2,204,000</b>	<b>0</b>

**Operating Impacts**

No Operating Impact

# 105 - Office of Financial Management Capital Project Request

2023-25 Biennium

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Version: A1 23-25 Capital Request

Report Number: CBS002

Date Run: 9/21/2022 9:57AM

Project Number: 30000039

Project Title: Oversight of State Facilities

## Description

Starting Fiscal Year: 2020

Project Class: Program

Agency Priority: 2

### Project Summary

To implement the Office of Financial Management's role in state facility analysis and decision making as required by RCW 43.82 and 39.35B these resources will need to continue to be funded.

### Project Description

#### Project Description

The Office of Financial Management has requested to transfer the funding for this program in the 2023-25 Biennium to the operating budget. If that request doesn't get enacted, OFM will still need the funding to ensure this critical program can continue.

During the 2007 legislative session, the Office of Financial Management (OFM) established the facilities oversight program after being given authority to assume a more direct role in facilities analysis and decision making. OFM's Facilities Oversight Program oversees real estate procurement and management by applying a statewide perspective to analysis, long-term planning, policy development, and state facility portfolio management. Funding is requested to allow OFM to continue to complete the following activities as required by law:

- Develop and submit a Six-Year Facilities Plan to the Legislature and the Governor biennially.
- Evaluate agency requests to acquire new space or to relocate state facilities through an established modified pre-design process.
- Gather and report the state's facilities inventory.
- Deploy and maintain the state's life cycle cost model for assessing buildings.
- Conduct analysis and make recommendations to the OFM director on lease approvals.
- Consult with the Department of Enterprise Services (DES) on purchases, leases, lease purchases, rent or other acquisitions of real estate.

This request consolidates the Facilities Oversight Program into a single agency, with OFM assuming the resources previously assigned to DES to support these functions. This request also includes continued funding for the information technology solutions for gathering and reporting facilities inventory.

#### What is the proposed project? Briefly describe the nature of the project and what will be constructed.

Funding is requested to support the continued implementation of OFM's duties under RCW 43.82 and 39.35B to oversee the state's real estate investments. This request includes 9 full time staff and related real estate oversight costs.

#### What problem or business opportunity is being addressed?

The OFM Facilities Oversight Program was created in 2007 to oversee real estate procurement and management by applying a statewide perspective to analysis, long-term planning, and state facilities portfolio management. At that time, the legislature found that state facility analysis and portfolio management could be strengthened through greater oversight and support from OFM. The functions of the program include:

- Developing and submitting a Six-Year Facilities Plan to the Legislature and the Governor biennially.
- Evaluating agency requests to acquire new space or to relocate state facilities through an established modified pre-design process.
- Gathering and reporting the state's facilities inventory.
- Deploying and maintaining the state's life cycle cost model for assessing buildings.
- Conducting analysis and making recommendations to the OFM director on lease approvals.
- Consulting with the Department of Enterprise Services (DES) on purchases, leases, lease purchases, rent or other acquisitions of real estate.

These activities have been designed to support the goals of leasing and owning facilities that (1) provide space that supports the business needs of state agencies; (2) provide space that is healthy, safe and sustainable; (3) use the state's facilities efficiently; and (4) use the state's fund sources effectively.

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2023-25 Biennium

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Version: A1 23-25 Capital Request

Report Number: CBS002

Date Run: 9/21/2022 9:57AM

Project Number: 30000039

Project Title: Oversight of State Facilities

## Description

### How does the project support the agency and statewide results?

The project allows OFM to implement the tasks directed by RCW 4382 and RCW 39.35B.

### What are the specific benefits of this project?

This activity improves the oversight over the use of existing facilities by state agencies and the acquisition of new leased space. Through the established business processes, OFM works to maximize the use of the existing state facilities portfolio prior to acquiring new space, evaluate ownership vs. leasing, and maximize the efficiency of new space when required. In addition, this program coordinates across state agencies to seek ways to reduce the fiscal obligation for facilities to allow state agencies to reinvest operating money into service delivery. This program coordinated several projects in 2011-13 to achieve these outcomes and expects to continue with these coordination activities in 2015-17. Specifically, the program:

- Produces a Six-Year Facilities Plan that documents the state needs of state agencies and other pertinent data necessary for cost effective facility planning for the Legislature and the Governor. This document is also designed to establish key metrics for agency space use and facilities costs to measure and improve facilities efficiency.
- Provides reviews and determinations on agency requests on new, expanded and relocated facilities. This program requires state agencies to identify their business needs and justification for a facility request as well as their space needs (through the pre-design process). In addition, this program requires state agencies to identify funding for those facilities for the period of commitment, increasing accountability to establishing the operating budget.
- This program continues to gather and report the facilities inventory for the state. Gathering this data provides OFM the tools to achieve the outcomes documented above, provides key stakeholders with transparent facilities data, and serves as a central repository for all facilities data. The program continues to improve the accuracy and completeness of this data set for the state.
- This program also provides guidance and support for the use of the life cycle cost mode. This allows the state to evaluate leasing and ownership options to meet the needs of state agencies.

### How will clients be affected and services change if this project is funded?

This program seeks ways to reduce the state's fiscal obligation for facilities to allow state agencies to reinvest operating money into service delivery.

### How will other state programs or units of government be affected if this project is funded?

This is a continuation of the existing program. State programs and units of government will continue to see the impacts of OFM facilities oversight when acquiring space. In addition, these agencies will continue to participate in the six-year facility planning process and will continue to see the benefits of increased coordination in projecting space needs.

### What is the impact on the state operating budget?

This program supports the approach that acquiring space should only be done after funding is identified for those facilities for the period of commitment, except in emergency situations. As most space acquisitions are for leased facilities, this approach increases accountability to the operating budget. This program also seeks ways to reduce the state's fiscal obligation for facilities.

### Why is this project the best option or alternative?

This alternative continues to allow OFM to perform the role directed under the RCW. If fewer resources were provided some tasks identified could not be performed.

### What is the agency's proposed funding strategy for the project?

Continue to fund this program with general obligation bonds.

## Location

City: Olympia

County: Thurston

Legislative District: 022

## Project Type

Special Programs

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 Capital Project Request

2023-25 Biennium

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Version: A1 23-25 Capital Request

Report Number: CBS002

Date Run: 9/21/2022 9:57AM

Project Number: 30000039

Project Title: Oversight of State Facilities

**Description**

Growth Management impacts  
 N/A

New Facility: No

**Funding**

Acct Code	Account Title	Estimated Total	Expenditures		2023-25 Fiscal Period	
			Prior Biennium	Current Biennium	Reappropriations	New Appropriations
289-1	Thur Cty Capital Fac-State	16,924,000	3,874,000	2,610,000		2,610,000
	<b>Total</b>	<b>16,924,000</b>	<b>3,874,000</b>	<b>2,610,000</b>	<b>0</b>	<b>2,610,000</b>

Acct Code	Account Title	Future Fiscal Periods			
		2025-27	2027-29	2029-31	2031-33
289-1	Thur Cty Capital Fac-State	2,610,000	2,610,000	2,610,000	
	<b>Total</b>	<b>2,610,000</b>	<b>2,610,000</b>	<b>2,610,000</b>	<b>0</b>

**Operating Impacts**

No Operating Impact



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 Capital Project Request

2023-25 Biennium

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Version: A1 23-25 Capital Request

Report Number: CBS002

Date Run: 9/21/2022 9:57AM

Project Number: 30000041

Project Title: Emergency Repairs

**Description**

Starting Fiscal Year: 2020  
 Project Class: Preservation  
 Agency Priority: 3

**Project Summary**

OFM Request funding for emergencies as defined in the Office of Financial Management (OFM) Capital Budget instructions.

**Project Description**

The OFM emergency pool is a tool to assist agencies to address unexpected building or grounds failures that will impact public health and safety and the day-to-day operations of state facilities. In the last biennium, emergencies addressed by the pool included fire sprinkler failures, leaking roofs, and interior flooding due to frozen water pipes.

**Location**

City: Statewide

County: Statewide

Legislative District: 098

**Project Type**

Infrastructure (Major Projects)

**Growth Management impacts**

N/A

**Funding**

Acct Code	Account Title	Estimated Total	Expenditures		2023-25 Fiscal Period	
			Prior Biennium	Current Biennium	Reappropriations	New Appropriations
057-1	State Bldg Constr-State	22,363,000		2,363,000		5,000,000
	<b>Total</b>	<b>22,363,000</b>	<b>0</b>	<b>2,363,000</b>	<b>0</b>	<b>5,000,000</b>

Acct Code	Account Title	Future Fiscal Periods			
		2025-27	2027-29	2029-31	2031-33
057-1	State Bldg Constr-State	5,000,000	5,000,000	5,000,000	
	<b>Total</b>	<b>5,000,000</b>	<b>5,000,000</b>	<b>5,000,000</b>	<b>0</b>

**Operating Impacts**

No Operating Impact

105 - Office of Financial Management  
 Capital Project Request

2023-25 Biennium

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Version: A1 23-25 Capital Request

Report Number: CBS002

Date Run: 9/21/2022 9:57AM

Project Number: 20082856

Project Title: Cowlitz River Dredging

**Description**

Starting Fiscal Year: 2008  
 Project Class: Preservation  
 Agency Priority: 4

**Project Summary**

Reappropriation of state participation in the federal maintenance dredging of the lower Cowlitz River to maintain flood protection for communities along the river and to protect the navigation channel of the Columbia River.

**Project Description**

Funding is reappropriated and new funds provided for state participation in the federal maintenance dredging of the lower Cowlitz River to maintain flood protection for communities along the river and to protect the navigation channel of the Columbia River.

**Location**

City: Statewide

County: Statewide

Legislative District: 098

**Project Type**

Infrastructure Preservation (Minor Works)

**Growth Management impacts**

N/A

**Funding**

Acct Code	Account Title	Estimated Total	Expenditures		2023-25 Fiscal Period	
			Prior Biennium	Current Biennium	Reappropriations	New Appropriations
057-1	State Bldg Constr-State	2,700,000	700,000	1,000	1,999,000	
	<b>Total</b>	<b>2,700,000</b>	<b>700,000</b>	<b>1,000</b>	<b>1,999,000</b>	<b>0</b>
		<b>Future Fiscal Periods</b>				
		<u>2025-27</u>	<u>2027-29</u>	<u>2029-31</u>	<u>2031-33</u>	
057-1	State Bldg Constr-State					
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**Operating Impacts**

No Operating Impact

**105 - Office of Financial Management  
Capital FTE Summary  
2023-25 Biennium**

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Version: A1 23-25 Capital Request

Report Number: CBS004  
Date Run: 9/21/2022 9:58AM

**FTEs by Job Classification**

<u>Job Class</u>	Authorized Budget		2023-25 Biennium	
	2021-23 Biennium			
	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Budget Assistant			4.0	4.0
Facilities Analysts			2.0	2.0
Facility Analysts			4.0	4.0
Senior Budget Assistant			2.0	2.0
<b>Total FTEs</b>			<b>12.0</b>	<b>12.0</b>

**Account**

<u>Account - Expenditure Authority Type</u>	Authorized Budget		2023-25 Biennium	
	2021-23 Biennium			
	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
289-1 Thur Cty Capital Fac-State			2,437	2,413

**Narrative**

Current staffing is required for the Capital Budget and Facilities Oversight divisions within OFM.