

City of Bellevue - Budget One

2015-2016 CIP Budget Proposal

Section 1: Proposal Descriptors

Proposal Title:	G-57 Enterprise Content Management - Capital	
Proposal Number:	020.06DA	Outcome: Responsive Government
Parent Proposal:	020.04PA	Primary Dept: City Clerk
Dependent Proposal:		Proposal Type: Existing
Previous Proposal:	020.06DA	Project Status: Existing
Attachments:		Primary Staff: Kyle Stannert (x6021)

Section 2: Executive Summary

This proposal will preserve funding for the final steps related to migrating Enterprise Content Management (ECM) content and functionality from the current Oracle-based solution to SharePoint. The City's investment in ECM creates a platform for structured and consistent management of the City's electronic information and records. This technology also provides for collaboration and automated workflow of document-centric processes to improve efficiencies in government operations. Completing the enterprise content management platform is essential to continued compliance with State records laws governing electronic records management.

Section 3: Responsiveness to Request For Results

The City's Enterprise Content Management (ECM) program is charged with implementing and/or enhancing content management systems and tools. In an effort to ensure alignment with the overall Enterprise Technology Architecture, the program has shifted focus from the Oracle ECM tools to SharePoint 2010 as the City's platform for communication, collaboration and content management. While the majority of CIP funds related to this effort have been expended or encumbered during the 2013-14 biennium, preservation of the remaining previously-approved CIP funding is requested to enable completion of the final steps of the migration and to support the integration of ECM using SharePoint with the City's GIS system (ESRI). No new funding is being requested. The City's current ECM solution was first implemented in 2004 as a hosted pilot project focused on imaging and providing centralized access to a number of frequently-requested types of electronic records. In 2007, having determined the pilot a success and looking to expand the content management capabilities beyond imaging, the decision was made to purchase a full ECM suite of functionality to fill the records management and compliance gap in the City's technology portfolio. Over the course of 2008 to 2010, core repository functionality, integration with the Finance/HR system to provide ready access to documents supporting financial transactions, and the digital asset management module were implemented. To date, the system manages over 3.5 terabytes (approximately 920,000 records and 3.8M pages) of public records. In late 2012, re-analysis of the City's IT architecture, organizational ECM System needs, and the new alternative solution presented by a significantly more robust SharePoint 2010, to which the City would be migrating, resulted in the recommendation to shift over time to utilizing SharePoint as a full ECM solution. The recommendation was unanimously approved by both the ECM Core Team and Enterprise Steering Committee. The analysis was broken into three areas for consideration: functional requirements, cost, and technology fit. Key factors weighed included the potential long-term cost benefit (approximately \$2 million in savings over 10 years, including avoidance of a significant future capital investment); reliance on one content management system, including the ability to streamline maintenance, training, and support to end users; and simplification of the overall technology application portfolio. The migration to SharePoint started in 2013 with support of a significant organizational change effort to implement SharePoint as the content management solution. A hosted solution to replace the creation and routing of City Council Agenda Packet content will be in place in mid-2014, while services related to migrating legacy content from the Oracle solution will be underway by the end of 2014. The project is on track to complete migration of content and functionality from Oracle to SharePoint by the third quarter of 2015. Two remaining elements to be completed in 2015 include integration with the City's GIS system and development of a public portal allowing more frequently-requested records to be

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directly accessible by members of the public. The remaining \$40,000 in G-57 is needed to complete the work scheduled for 2015.

Section 4: Performance Measures and Targets

Code	Performance Measure	2010	2011	2012	2013	2014	2015	2016
		Actual	Actual	Actual	Actual	Target	Target	Target
020.0022	Content migrated to SharePoint	N/A	N/A	N/A	0%	50%	100%	100%

Section 5: CIP

5A: Description and Scope?

The Enterprise Content Management (ECM) program continues the implementation of records and content management technologies to provide structure and consistency to management of the City's electronic information and records. This technology also provides for collaboration and automated workflow for document-centric processes to improve efficiencies in government operations. Completing the enterprise content management platform is essential to comply with State records laws for electronic records management. In an ongoing effort to ensure alignment with the overall Enterprise Technology Architecture, the program is shifting focus from the Oracle ECM tools to SharePoint 2010. This change is aimed at achieving a streamlined set of technologies to be managed by the City and overall cost savings through consolidation. The City's current ECM solution was first implemented in 2004 as a hosted pilot project focused on imaging and providing centralized access to a number of frequently-requested types of electronic records. In 2007, having determined the pilot a success and looking to expand the content management capabilities beyond imaging, the decision was made to purchase a full ECM suite of functionality to fill the records management and compliance gap in the City's technology portfolio. Over the course of 2008 to 2012, core Oracle repository functionality, integration with the Finance/HR system to provide ready access to documents supporting financial transactions, workflow tools to support the agenda packet production process, and the digital asset management module were implemented. To date, the system manages over 3.5 terabytes of public records. Continuing funding for the implementation of ECM functionality will directly support activities related to the primary goals of achieving compliance with records management rules and state mandates and support the use of SharePoint as the City's ECM platform.

5B: Rationale?

Implementation of an in-house, fully functional ECM system was identified as the top application priority in the Information Technology Strategic Plan. It furthers the City's ability to achieve the complimentary visions of "One City" and "Service First" through providing easy access to records and information by public and staff. It provides for efficiencies in City operations by providing tools for business process management and interdepartmental collaboration. It also aligns with the City's core values of exceptional public service, stewardship, and innovation. The ECM system meets many organizational goals: Enables sound management of non-structured (non-database) information. Achieves the organizational value of an enterprise approach to information management. Provides the necessary platform for electronic submittal of documents to the City, including the needs of Development Services' customers. Increases staff's ability to respond promptly and efficiently to information requests. Significantly reduces costs associated with records storage (paper and electronic). Replaces obsolete technology such as microfilm and microfiche. Meets record keeping standards and mandated state public records requirements. CIP funding will be used to migrate existing ECM functionality and content from Oracle ECM to SharePoint 2010, support the integration of property-related records with the City's GIS mapping system data, and provide the public greater access to records and information through development of a public portal through which they can search and find many types of frequently-requested records via self-service.

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5C: Environmental Impacts?

None.

5D: Location/Address?

None

5E: CIP Summary

<u>G-57</u>	<u>ITD</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Expenditure	1,584,192	40,000	0	0	0	0	0	0
Revenue		0	0	0	0	0	0	0

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Section 1: Proposal Descriptors

Proposal Title:	City Hall East Garage Redevelopment	Outcome:	Responsive Government
Proposal Number:	045.60NA	Primary Dept:	Civic Services
Parent Proposal:		Proposal Type:	Existing
Dependent Proposal:		Project Status:	Existing
Previous Proposal:	None	Primary Staff:	Susan Harper x6458
Attachments:			

Section 2: Executive Summary

The City of Bellevue and Sound Transit are engaged in the joint implementation of the East Link project within the Bellevue City Limits. This project provides for the resources to expand the existing Employee garage to mitigate the loss of parking for visitors and staff during and after construction of the Downtown station on the City Hall plaza. To ensure full compliance with the MOU and timely delivery of the East Link light rail extension, this project will be implemented in a timeframe to allow Sound Transit access to the plaza and north parking structure to prepare for construction of the light rail line and station.

Section 3: Responsiveness to Request For Results

Responsive government. Strategic Leadership. The construction of the East Link light rail project is a collaborative partnership between Sound Transit and the City of Bellevue. The change in the alignment of the 6th street station from below grade to grade, resulted in a significant savings to the City's cost share for the East Link project. However, with that station change, the impacts to visitor and public safety parking (North garage) became significant. The current parking capacity was reduced by approximately 50%. It was imperative that the City think strategically and identify options for mitigating this loss of parking. The most viable and cost effective option proved to be the expansion of the employee parking garage (East Garage). The East garage expansion project will cost a fraction of the savings realized by the realignment, and will replace almost three-fourths of the parking loss in the North garage.

Section 4: Performance Measures and Targets

No Performance Measures to be displayed.

Section 5: CIP

5A: Description and Scope?

Significant impacts to the visitor and public safety garage (North Garage) resulted from the modified East Link light rail alignment agreement (April 2013). As the tunnel curves across the northwest portion of the campus, both the plaza and parking garage beneath are impacted. During construction most of the garage will be unusable, reducing capacity by approximately 100 visitor stalls and 200 public safety stalls. Once reconstructed, the garage will have a net loss of approximately 75 visitor stalls and 116 public safety stalls. This project provides for the resources to expand the existing employee garage (East Garage) to mitigate the loss of parking for visitors and staff during and after East Link construction. Approximately 140 stalls will be added to accommodate the displaced visitor and public safety parking. The East Garage expansion will only partially address the parking needs during construction (2015-2022). An additional 160 stalls will be provided on the nearby Meydenbauer surface lot. To ensure full compliance with the MOU and timely delivery of the East Link light rail extension, this project will be completed in a timeframe to allow Sound Transit access to the plaza and the North Garage in preparation for the light rail line and station construction.

5B: Rationale?

East Link is a Sound Transit-funded light rail project that will connect Bellevue with Seattle and the Overlake

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Section 1: Proposal Descriptors

Proposal Title:	COB Fuel System Replacement	
Proposal Number:	045.61NA	Outcome: Responsive Government
Parent Proposal:		Primary Dept: Civic Services
Dependent Proposal:		Proposal Type: New
Previous Proposal:	None	Project Status: New
Attachments:		Primary Staff: Sean Pownall

Section 2: Executive Summary

Between 1989 and 1995 three Capital Improvement Programs (CIPs) were developed to install or replace Underground Storage Tanks (USTs) and supporting infrastructures that provide fuel for City operations, including Police, Fire, Utilities, and Transportation departments. These systems also support emergency generators and emergency operations in the event of a disaster or emergency. The supporting systems such as fuel pumps and the older tanks are reaching the end of their useful life. In addition, environmental pressures as well as government mandates require the use of alternative fuels which are not compatible with some of the existing equipment. This CIP supports planning, design and implementation of required changes over a period of time, starting with fuel pumps and fuel line systems and ultimately replacing older metal tanks at the Bellevue Service Center.

Section 3: Responsiveness to Request For Results

In 1988 a CIP was developed to renovate the old Whirlpool building into the current Bellevue Service Center (BSC). Included in that project was the installation of three 10,000 gallon underground fuel storage tanks with associated piping and fuel pumps. These tanks support the daily operations for all departments as well as emergency operations for Police, Fire, Utilities, Transportation, Parks and Civic Services. Over the years upgrades to piping and pumps have been completed during normal maintenance and repair. In addition, the corrosion protection on the tanks has been monitored and maintained for safe and efficient operations. These tanks were state of the art when installed but are now approaching the end of their useful life. The steel tanks are more susceptible to corrosion and leaks than the newer double wall fiberglass tanks. The new tanks will be again state of the art, will have better leak protection and will be designed to accept more alternative fuel options than the current steel tanks. Between 1990 and 1995 two CIPs, G-25 General Government Fuel tank replacement and PS-26 Public Safety fuel tank replacement included removal, cleaning and replacement of underground storage tanks throughout the City. These tanks were double wall fiberglass tanks with advanced technology for monitoring, and were designed to take the current alternative fuels including bio-fuels and ethanol fuels. These tanks have a life expectancy well beyond 30 years and currently meet our operational needs. However the support systems for these tanks including underground piping and fuel pumps have reached the end of their useful life and will not operate with the current and mandated alternative fuels at the levels required. As part of the Green House Gas initiative, alternative fuels including electric, bio-fuels, propane and natural gas are being considered over traditional petroleum based fuels. The City has been aggressive, yet thoughtful about investing in electric and hybrid vehicles. At this point nearly one half of the City's light duty vehicles run on electric or alternative fuels. The fleet industry, community and management are encouraging the use of alternative fuels at higher levels than the City's systems can operate on. Ultimately HB 5099 regulations will mandate this. In preparation for these changes the City should invest in support systems that can utilize these alternative fuels to meet government regulation and continue to be a leader in reducing greenhouse gasses. Included within this CIP is a study to look at all options for operating the City fleet in the future. The study will include plans and identify solutions to be implemented that best meet the City's needs, rather than reacting to changing requirement at the last minute. Including the replacement of the pumps, tank lines and tanks within the Mechanical Equipment and Replacement Fund (MERF) would result in spikes to rates charged to the departments and would have significant impacts to their operations, and would

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also impact the General and Utility Funds. Proposing to include these replacements within the CIP if fiscally sound and follows past practices approved thru previous budgets and Council actions. This CIP supports several Outcomes including Safe Community by planning for and responding to emergencies thru providing ready supplies of fuel during normal daily operations emergencies. This CIP responds to Healthy & Sustainable Environment by providing updated equipment and tanks that ensure fuel leaks and spills do not impact the environment. It provides for clean fuels that reduce our output of pollution and decrease our impact on greenhouse gas emissions. This CIP supports Responsive Government by being strategic about our future not only in planning for and replacing aging equipment, but planning for the future of our environment by reducing our dependency on petroleum based fuels and moving to greener fuels that reduce pollution and greenhouse gas emissions. It supports Stewards of the Public Trust by balancing risk and benefit and by maintaining well designed assets. It supports Customer Focused Service by working with our client departments to provide vehicles, equipment and fuels to meet their needs while being financially sustainable and good for the environment and the future of Bellevue.

Section 4: Performance Measures and Targets

No Performance Measures to be displayed.

Section 5: CIP

5A: Description and Scope?

This project will replace an aging infrastructure of fuel pumps, fuel lines and some metal underground storage tanks with equipment that is compatible with alternative fuels. State regulations have been adopted that mandate the use of alternative fuels. This equipment will allow the City to meet those new requirements. Schedule and Scope: 2015: Begin replacing old pumps, fuel lines and sump repairs at BSC, Fire Stations 4, 5, 6 & 7 and the Golf Course. This is in preparation for E-85 & B20 fuels. Estimated cost is \$190,000. 2016: Finish replacing pumps, lines and perform repairs at Fire Station 1, 2, 3, 8 & 9. This work is estimated to cost \$80,000. 2017: Depending on regulations, the price of fuels and vehicle options, study alternative fuels and install the appropriate infrastructure. For budget purposes it is assumed that propane will be used which would save the City money on the cost of fuel. The estimate for this includes the infrastructure and the conversion of 25 Police patrol cars and is estimated to be \$250,000. As noted, this may actually pay for itself through fuel cost savings. 2018: Start design, permitting and bidding for the replacement of the existing metal tanks at the BSC which will have outlived their useful life at an estimated cost of \$150,000. In 2019 these tanks will be removed and replaced with new state of the art tanks that will be alternative fuel compliant at an estimated cost of \$350,000. If only partially funded, equipment will be replaced at all fueling sites in preparation for E-85 & B20, and replacement of the existing metal tanks at the BSC will be delayed to later years.

5B: Rationale?

Much of this equipment was installed in the late 1980 and early 1990 using CIP projects. Most of the existing equipment has reached the end of its useful life and should be replaced with equipment that meets the City's needs for the future.

5C: Environmental Impacts?

Replacement of this equipment will reduce the potential for a fuel spill or leak from exiting tanks as well as assist in reducing our carbon footprint and meet government mandates.

5D: Location/Address?

Various within the City

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5E: CIP Summary

<u>NCS01</u>	<u>ITD</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Expenditure	0	190,000	80,000	250,000	125,000	350,000	0	0
Revenue		43,836	18,045	57,703	28,851	80,784	0	0

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Section 1: Proposal Descriptors

Proposal Title:	Relocation of Courts from Surrey Downs to Alternate Site		
Proposal Number:	045.64NA	Outcome:	Responsive Government
Parent Proposal:		Primary Dept:	Civic Services
Dependent Proposal:		Proposal Type:	Existing
Previous Proposal:	040.08NA	Project Status:	Existing
Attachments:		Primary Staff:	Nora Johnson, x4167 / Susan Harper, X6458

Section 2: Executive Summary

This proposal provides the funding to design improvements and renovate a leased facility for the Courts and Bellevue Probation. This proposal will offer a long-term solution for housing the Bellevue District Court as required in the Court Interlocal agreement between Bellevue and King County. This proposal meets the time line for the Sound Transit East Link rail construction and allows the Parks Department to move forward with implementation of the Park Master Plan which includes the Surrey Downs Park. A companion proposal 040.09PA provides for the operating expenses for Courts and Probation once this CIP proposal is complete.

Section 3: Responsiveness to Request For Results

The City contracts with King County District Court for municipal court services. Both the Court and Bellevue Probation are located at the former Surrey Downs Elementary School. With continued funding of this proposal, design for the newly-leased facility will be completed in 2014, construction in 2014-15, and relocation of the court and probation services during the second quarter 2015. The City's contract with King County for court services remains in effect until 12/31/2016 with an option for a 5-year renewal. The City can terminate the court services agreement with King County at the end of the period if notice is given by June 30, 2015; however, the City is mandated to provide court services by RCW 39.34.180 and would need to start a municipal court as a replacement, which previous studies have shown is more costly than the King County contract for services. However, there are no provisions of this proposal that would preclude the City from pursuing this option and establishing its own municipal court at a future date. Short- and long-term benefits of this proposal: Provides a mid-term solution for locating these important public services Facilitates construction of the East Link rail guideway planned to begin in mid-2015 Allows the Surrey Downs Park Redevelopment Plan to move forward Meets Council criteria for selecting a Court facility option Provides the City greater flexibility in controlling court facility and operating costs Satisfies the City's contractual agreement with King County Manages risk and liability to the City by providing a safe, accessible workplace. CUSTOMER FOCUSED SERVICE This proposal would contribute to a safe and inviting environment for civic engagement and government operations at the Bellevue District Court which improves the experience and accessibility for the public using the facility and services. People use the Court to serve on juries, pay traffic tickets or to address other misdemeanor issues. Their impression of the City can be formed based on their experience at this building. The current facility at Surrey Downs does not contribute to a dignified and accessible user experience for the public and is not ADA accessible. This proposal offers a fully accessible facility. STRATEGIC LEADERSHIP Partnerships. This proposal fosters the cross-jurisdictional partnerships with King County and enables the City to control court facility and operating costs, thus delivering enhanced court services to citizens in a more cost-efficient and fiscally responsible way. This proposal demonstrates City leadership in fulfilling its contractual obligation to provide facility solutions for delivery of court services. This facility relocation is the culmination of over two decades of exploring a range of viable facility options and ensures accessibility for citizens allows the City to control its long-term costs and meets the means test for development cost constraints. The Council's guiding principles of accessibility; cost and control are addressed by this proposal. STEWARDS OF PUBLIC TRUST Performance measures for Stewards of the Public Trust will include operating cost per square foot and energy savings over time. The Court functions are purchased from and operated by King County, so performance measures for that function will be difficult to collect. This proposal supports the Safe Community outcome by providing a safe,

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Section 1: Proposal Descriptors

Proposal Title:	Hearing Assistance for Public Spaces	
Proposal Number:	045.65NA	Outcome: Responsive Government
Parent Proposal:		Primary Dept: Civic Services
Dependent Proposal:		Proposal Type: New
Previous Proposal:	None	Project Status: New
Attachments:		Primary Staff: Shannon Horst x4072

Section 2: Executive Summary

Bellevue City Council published their priority list and #20 under High performance Government “Evaluate how we can better provide hearing accessibility within the public meeting areas in the City”. This proposal covers the investigation, purchase and installation of additional assisted listening systems (ALS) in the four spaces have been identified as a first priority. The four spaces are City Hall council chambers, council conference room, Bellevue Youth Theatre, and Botanical gardens. The technology of these types of systems is rapidly changing and some of our older equipment may be outdated. The City is interested in providing equitable, accessible and inclusive services to the public in all community gathering places. This most likely means maintaining multiple systems in each space to ensure all-inclusiveness.

Section 3: Responsiveness to Request For Results

ALS technology is changing and the City needs a new approach that addresses the needs of the rapidly growing population of people with hearing loss. The City needs to provide access that allows individuals to participate in the same way as others. All of our current installations comply with the Americans with Disabilities act but continue to be inadequate for all of our needs. As of today, the three main types of ALS are; Audio Loop (t-coil) – newer technology that is most inclusive for those wearing t-coil compatible hearing aids or with cochlear implants. A hearing loop (transmitter) creates an electromagnetic field that is picked up by the t-coil (receiver) in a hearing aid and converted to audible sound. Users simply need to activate the t-coil on their unit to benefit from the system. Because the user already has the necessary equipment there are no limits for number of users at any given event (like the FM system where we need to provide equipment and have a limited count). A loop system can vary in size from large public facilities to small one-on-one scenarios, such as our Service First counter. However, there are still some people who utilize older hearing aids that are not equipped with a t-coil, and would still need a neck loop. Metal can interfere with transmission and the proximity to the cable affects transmission, so rooms with multiple layouts and configurations can be problematic and/or expensive to equip. FM Transmission – older technology, least expensive and more typical in the US. Users are required to check-out a device to wear during the event. City Council Chambers is equipped with this technology, as are many local theaters and performance spaces. It is a portable system that transmits an FM radio signal to a neck loop worn by the users. It is the most flexible for multiple room configurations, does not require proximity to a permanent cable (audio loop) and does not require a line-of-sight to be effective. Hearing aids don’t work with this system. However, it is not as inclusive because the user needs to seek out the product and runs the risk of supply not meeting demand. It also requires the user to take extra time to pick-up and drop-off the device. This system is already installed in these four locations. Infrared Transmission – this system transmits sound through an invisible light beam. It has the best sound reproduction, but lacks the acoustic output (loudness) of the other systems, and requires line-of-sight to be maintained as sound can’t transmit thru walls, people etc. This system also requires the user to check out equipment and has the same disadvantages as FM transmission. Our project will begin with further investigation of existing systems and research if there is a technology being developed that will surpass what is currently out there. We will publish a request for information (RFI) to build our knowledge of developing systems. Before moving forward, we want to be confident that our solutions will last. Once our research stage is complete, we will determine which solution will be best utilized in each space and proceed with installation. Please note that we have identified a total of 38 spaces, city-wide, that should

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eventually receive ALS equipment. We will take a holistic look at all spaces and not just the four identified in this proposal while making our decision. As we write this proposal, the t-coil is the most inclusive system and our budget proposal is built around installing in all spaces. As stated above, metal can interfere with the transmission. We know that our City Hall meeting rooms are built on a raised metal floor. While determining if t-coil is the best system, at each location, we will require the vendors to ensure their installation will meet our performance requirements. If not, we will select one of the alternate systems the best fits the needs of the space. We have reviewed the four spaces with vendors for a preliminary cost estimate. Given the restrictions for installation at our chosen locations, it is likely that each space will cost \$50,000-\$60,000 for installation. The goal is to make the use as easy as possible for the community and try and standardize as much as possible the types of systems we install. But, given the wide range of public use it is likely that multiple systems (T-coil & FM transmission) will need to be maintained in the spaces as not everyone will have the correct equipment; citizens with older hearing aids and/or non-hearing aid wearers who need extra assistance will continue to utilize FM transmission. This proposal responds mostly to Responsive Government in that its visionary in thinking about new ways to provide quality service to our customers, it includes collaborative partnerships with multiple departments including City Clerk's office, ITD, Civic Services and Parks and Community services. It is customer focused and helps provide equitable, accessible and inclusive services and helps deliver the services the customer wants. And lastly, it assists communication by supporting public meetings and citizen involvement.

Section 4: Performance Measures and Targets

No Performance Measures to be displayed.

Section 5: CIP

5A: Description and Scope?

Assess, install or update as needed assisted hearing equipment in all public meeting space at City Hall and all Park's facilities such as community centers, Bellevue Youth Theater and Bellevue Botanical Gardens.

5B: Rationale?

The City of Bellevue believes that community connection with its constituents is vital. In addition, the City is committed to providing equitable, accessible and inclusive services that helps deliver the services the customer wants.

5C: Environmental Impacts?

NA

5D: Location/Address?

City Hall, 450 110th ave NE Bellevue, WA

5E: CIP Summary

<u>NCS04</u>	<u>ITD</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Expenditure	0	120,000	120,000	0	0	0	0	0

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Section 1: Proposal Descriptors

Proposal Title:	Public Records Reconfiguration	
Proposal Number:	045.67NA	Outcome: Responsive Government
Parent Proposal:		Primary Dept: Civic Services
Dependent Proposal:		Proposal Type: New
Previous Proposal:	None	Project Status: New
Attachments:		Primary Staff: Frank Pinney x6049

Section 2: Executive Summary

The Public Records Division of the City Clerk's Office is located on the first floor of City Hall and serves as one of the customer access points as part of the Service First concept. Staff provides direct customer service to those seeking copies of closed building permit records, historical records about the City and legislation (ordinances and resolutions) and a secured environment for customers to review records obtained through the Public Records Act. When City Hall was being designed (2005) the positions that now make up the Public Records Division were part of three different teams. Over the past eight years the records management function has been centralized, and the nature of the work being performed has changed. The original design of the work space has proven to be ineffective. This proposal seeks funding to deal with changes to design that make access easier for the public, increase the efficiency of the space and improves safety and security for the records staff.

Section 3: Responsiveness to Request For Results

This proposal is seeking one time funding to redesign the work area to address problems identified around the following issues: Customer experience: The configuration of the front reception area causes confusion for customers on where they are supposed to check-in for service. The original design was for staff to man the front reception desk during operating hours but that proved difficult from day one. The desk is separated from the staff work area and does not support the staffs need to work on other tasks between walk-up customers. This function was pushed back to the second counter to allow for a more efficient work space but at the cost of the customer. Records staff have addressed this by experimenting with signage to little success. A recent effort to direct all customers to sign-in at the Service First Desk has improved the issue, but still leaves a distance between where staff is located and where customers are able to wait until their name is called and results in service delays. The review room, used by the public, was designed to also house two staff and is often times crowded. This configuration is beneficial for the security of the documents being reviewed but it is disruptive to both parties using the space. Both staff and public are often distracted by the multiple functions happening in the one space. Also, this space is only efficient for one plan reviewer at a time and as a result, customers are often sent to review records in the general lobby area where the City's official records are not supervised. Employee safety: As mentioned above, two staff work areas are located within the Public Records review room. This space has one door for both ingress and egress. The intent of this configuration was to ensure record reviews were supervised, but the unintended consequence is that staff is located at the far end of the room, possibly leaving them trapped in the case of an emergency. Work processing areas: City Staff and external customers require frequent access to building permit records stored onsite as well as inactive records stored offsite by our records storage vendor. The Records team also processes building permit files as they transition from active use, and are processed for tracking for the remainder of their use. All of this work is currently being done in plain view of the customers who come for building permits in a cramped area. This had led not only to a poor customer experience, but is also led to inefficient work processes as each step has to be staged in different areas as staff prepares the intake and retirement of files. Despite process improvement efforts, the work space itself has been a limiting factor to achieving desired results. Team collaboration: As mentioned above, the existing space divides the teams into three separate work areas. This configuration plus the lack of a dedicated team meeting space stifle the staff's ability to collaborate. Capacity for growth: The Public Records Division staff occupies 1,700 square feet and shares office space with the Development Services Department

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(DSD). As development cycles drive the need for additional staff, office space is at a premium. The work area assigned to Public Records staff is currently insufficient to meet the number of positions in place, and one DSD cubicle is being allocated to make up the difference. Our proposed remodel would accommodate all CCO staff as well as return the cubicle for DSD use. The proposed remodel has been designed with these issues in mind and address the major concerns involved and responds to the Responsive Government outcome in the following ways. **STRATEGIC LEADERSHIP:** The City vision and values to customers and the organization is that: "Services & information should be easy to access (one call, one click, one stop) and not require customers to understand City business or how we're organized to receive service." This remodel will support strategic planning efforts by providing timely records management request to staff and the public and will improve service delivery to everyone seeking information from records management. **HIGH PERFORMANCE WORKFORCE:** This remodel supports the workforce by providing a well-designed, convenient and most of all a safe work environment for our employees. **CUSTOMER-FOCUSED SERVICE:** This remodel supports this outcome by providing easy to understand, convenient and barrier free access to the public records staff and their services to staff and the public. **STEWARDS OF THE PUBLIC TRUST:** This project has been contemplated since we moved into the building in 2006. Financial constraints after moving into the building and the economic downturn that followed did not allow this project to move forward. The current layout is inefficient and not conducive to ease of access. The project meets several goals as described above and is designed to get the most out of the funds available while meeting as many needs, especially those of the public, in a cost effective way. Funding this work thru the Facility Fund was considered, however doing so would negatively impact rates and or reserves.

Section 4: Performance Measures and Targets

No Performance Measures to be displayed.

Section 5: CIP

5A: Description and Scope?

Remodel of the Public Records space on the first floor of City Hall. Layout and plans have been developed and can be supplied if needed for understanding of the scope of this project.

5B: Rationale?

Changes in records management, the staff involved and the layout of the space make it difficult and inconvenient for the public, provide for additional space due to changes in staffing needs and provides a safer environment for the staff to provide services to the public.

5C: Environmental Impacts?

N/A

5D: Location/Address?

City Hall 450 110th Ave NE Bellevue WA

5E: CIP Summary

NCS06	ITD	2015	2016	2017	2018	2019	2020	2021
Expenditure	0	100,000	0	0	0	0	0	0

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Section 1: Proposal Descriptors

Proposal Title:	G-59 JDE System Upgrade and Enhancements	
Proposal Number:	060.04NA	Outcome: Responsive Government
Parent Proposal:		Primary Dept: Finance
Dependent Proposal:		Proposal Type: Enhancing
Previous Proposal:	060.04NA	Project Status: Enhanced
Attachments:		Primary Staff: Toni Battersby, x6455

Section 2: Executive Summary

This proposal provides funding to upgrade and enhance the City's Finance and Human Resources System (JD Edwards/Myself Service). The upgrade will extend the life of our Enterprise Resource System (ERP) System and allow the City to stay in compliance with tax laws while updating the application (both with new functionality and updated technology). The planned enhancements include automation efforts for Finance functions (i.e. Accounts Payable, Contracting, Timekeeping, and Financial Reporting) and implementing new Human Resources functionality for global leave administration.

Section 3: Responsiveness to Request For Results

This proposal funds upgrade and enhancement of the City's JD Edwards Finance and Human Resources ERP System. A stable and accurate Finance and Human Resources System manages financial and human resource operations and provides information required for financial planning. This system also equips the organization with the technology to perform financial management and conduct financial operations in a timely, consistent, and predictable manner, while enhancing accountability and high-quality customer service. Striving to exceed customer satisfaction targets and industry standards, this system enables us to produce over 30,000 paychecks and 50,000 vendor payments annually. Without a system to manage these and thousands of other financial transactions, we would be severely challenged to manage risk and liability and provide accountability for financial operations. JDE has been in use by the City for 10 years. As part of our strategic planning for the future of this system, a cross-departmental team worked to develop a "roadmap" for JDE. As part of this evaluation we consulted with market expert Gartner Group, evaluated hosting options, and hired Soft Resources LLC to conduct an independent evaluation of the JDE system and complete a high level ERP Market Assessment. Based on the information gathered, the team concluded that there is no strong functional, technical or financial reason to replace the system and discontinue upgrading at this time. The recommendation from Soft Resources was to continue to invest and upgrade JDE to fully implement original functionality and enhance user adoption and reevaluate the roadmap in 3-4 years. Upgrade: This proposal provides funding to support an upgrade to our JDE system in 2016. An estimate of \$250,000 will be spent on consulting resources with specialty expertise required to complete this upgrade. This estimate was derived from research done based on costs of past upgrades (this will be the fourth major upgrade on JDE since it was implemented in March, 2004), along with current research completed to identify additional costs necessary to bring in experts and train in-house staff on the new technology required for this upgrade. The JDE System, like most software applications, requires a significant upgrade every 3-4 years to maintain vendor support. Vendor support is required to maintain compliance with federal, state, and local requirements, ensuring that our services meet and exceed industry standards and best practices. This upgrade keeps our system fully supported by Oracle (JDE proprietor), allows us to take advantage of new functionality and enhancements made to the system, and allows us to stay current with technology. Staying supported by our vendor (Oracle) helps us avoid higher costs and risks. Lacking a supported system, the City's financial integrity is at risk. If the system is not supported by Oracle, we would not have the updated government regulations which do change at a national level (for example, Affordable Care Act regulations, Tax withholding rates, etc.) Any breaks in the application would not be supported by Oracle and the City would be reliant on costly 3rd party support. A major system failure could impact our ability to pay vendors and employees, monitor financial status and prepare financial

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reports. This would impact our ability to benefit from grant revenues and may also result in lowering the City's AAA bond rating, which impacts both our ability to borrow and our cost of borrowing. The ongoing investment in upgrades was anticipated with the original purchase of JDE. Internal staffing resources to support the upgrades are included in the operating budget. Since the investment extends the life of the system, necessary consulting costs for the upgrade have historically been provided from the CIP. The decision to upgrade is evaluated on a regular basis because each upgrade has been budgeted individually, so this proposal shows one upgrade in 2016, keeping our system fully supported by the vendor (Oracle) through 2020-2021. The need for future upgrades will be evaluated and, if necessary, requested during the next budget process. Failing to stay current with upgrades poses significant risk to the stability of the system, including critical processes supported by the system – payroll, human resources, procurement, accounts payable, and accounting. This upgrade also helps us in looking ahead to seek innovative solutions to both regional and local challenges – an issue of paramount importance to the City in understanding community priorities and values. Thus, maintaining a functional system is critical to achieving the City's mission and Finance Department goals and responds to responsive government purchasing strategy to Acquire, develop and maintain assets that support a high performing workforce. Additionally, a current, fully functioning and well-designed HR and Financial system benefits 1) all City employees using the JDE system, allowing them to do their jobs better, 2) the vendors with whom we have contracts and pay, 3) the customers who pay us, and 4) the greater Bellevue community, who can rely on a stable financial system to help manage the City's finances. Keeping our system upgraded and maintaining vendor support is one performance measure for this proposal. We expect to complete this project within this budget and on schedule.

Enhanced Functionality This proposal also provides funding for the implementation of the Human Resources module for Global Leave Administration. Global Leave Administration, as well as other HR modules (Employee Performance Management, Position Requisition & Position Control, E-Recruit, and Benefits Enrollment) were anticipated and purchased as part of the original project scope and funding. They were not implemented due to software and process challenges and because of this decision, the total G-59 budget was reduced in later years and the funding was eliminated. Implementation at this time would provide efficiencies as well as making sure the City stays legally compliant. The requests for leave under the Family Medical Leave Act (FMLA) and the Washington State Family Care Act (FCA) have grown significantly over the past decade, creating additional complex and time-consuming work for HR staff. The leave administration module will provide a more effective, cost-saving tool for the Human Resources and Finance departments to use in that it will allow us to better track the amount of leave time an employee has taken; thereby not providing employees with more or less time than required by law or contract. The module will allow for better auditing, file retention, consistent management and intermittent leave monitoring. Additionally, the module will keep the two departments more in line with the leaves taken as employees are currently able to code FMLA time without HR approval and this is not always verified by Payroll. Help to eliminate administrative errors which occur when the FMLA and state leave laws are administered manually; and Reduces time required to manually adjust for federal and state leave laws; and Help to identify and reduce FMLA abuse; and Reduces the likelihood of Department of Labor investigations and employee lawsuits. This module has a Citywide impact- all departments will benefit from the elimination of manual systems that currently track special leave types for legal compliance. This meets the Responsive Government Purchasing Strategy to Provide the tools, materials, technologies, and other resources that enable the workforce to optimize service delivery. Implementation funding for the remaining human resource modules is not being requested at this time due to capacity necessary to complete the implementations. Also included in this proposal is funding for JDE system enhancements that are identified as a result of process improvement and automation efforts, such as Accounts Payable, Procurement, and Timekeeping Automation efforts. This funding provides us with access to needed resources when we undertake these process improvement efforts and have the funding available to implement them (i.e. the purchase of third party software to help with automation and/or application development expertise). Enhancements would need to provide a return on investment of enhanced user adoption or efficiency, or address an internal control issue. Performance measures would be identified and monitored for each process improvement project. As the project requirements are finalized for

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our automation efforts, we will develop efficiency performance measures for each effort. Responsive Government Purchasing Strategy of “We want to have a high performing workforce who is well trained and equipped, always looking at continuous improvement and innovation” and “Provide for gains in efficiency and/or cost savings.” A total of \$160,000 is included in this proposal to fund enhancements to JDE including the Human Resources Global Leave Administration and the JDE System enhancement efforts. This proposal invests in this system (our asset) to maintain and improve it to maximize its benefits. A stable and accurate Finance and Human Resources System ensures that key processes (such as paying employees and vendors and reconciling our bank accounts(s) are provided timely, accurately, and with transparency. These enhancements will allow us to automate processes, making them more efficient and effective for City staff. A stable and accurate Finance and Human Resources System enables the City to manage public funds and assets in a responsible manner. The system enhancements and the implementation of new functionality are reflected in the updated 2014-2016 Enterprise Technology Strategic Plan. The City collaborates with other clients of JDE to share knowledge and expertise, especially during an upgrade and searching for system enhancements. We collaborate with other local governments also using JDE: Sound Transit, King County Library, and the City of Kent, and City staff also participate in the local JDE user group (PacRim), and the international JDE user group (Quest International Users Group). These local governments and user groups provide a wealth of information to help the City use our JDE system to the best of its capability. Project Scalability Options: This project could be scaled back to only accommodate the JDE upgrade costs and we could delay the implementation of the HR functionality and/or other JDE system enhancements to a later date. The reduced scale extends exposure and risk related to compliance with complex state and federal requirements related to leave management. It also defers cost savings, efficiencies and user adoption that would be achieved through process and system enhancements.

Section 4: Performance Measures and Targets

<u>Code</u>	<u>Performance Measure</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Actual</u>	<u>2013 Actual</u>	<u>2014 Target</u>	<u>2015 Target</u>	<u>2016 Target</u>
060.0046	JDE System upgrade completed on time and on budget	N/A	N/A	N/A	Yes			Yes
060.0090	Percent of customer satisfaction with JDE Upgrade	N/A	N/A	N/A	79%			90%
060.0093f	Percent of customers satisfied/very satisfied with the JDE system to support me in doing my job.	N/A	46.67%	66.67%	61.91%	75%	75%	75%

Section 5: CIP

5A: Description and Scope?

This project (G-59) originally provided for the replacement of the City's financial and human resource systems with the JD Edwards ERP system. The current CIP provides funding to upgrade and enhance the City's finance and human resources system. The upgrade will extend the life of our ERP system and maintain full vendor (Oracle) support to stay in compliance with tax laws while updating the application (both with enhanced and new functionality and updated technology). The planned enhancements provide for full implementation of functionality included in original project scope of delayed due to software and process limitations. Full implementation of available functionality would be pursued only where the cost benefit of further automation appropriate return on the additional investment. The availability of funding for enhancements is frequently necessary to achieve efficiencies identified during process improvement efforts.

5B: Rationale?

A stable and accurate Finance and Human Resources System manages financial operations and provides information required for financial planning. This system also equips the organization with the technology to perform financial management and conduct financial operations in a timely, consistent, and predictable manner. It enables us to produce over 30,000 paychecks and 50,000 vendor payments annually. Without a system to manage these and thousands of other financial transactions, we would severely be challenged to

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manage risk and liability and provide accountability for financial operations.

5C: Environmental Impacts?

Not applicable

5D: Location/Address?

Not Specified

5E: CIP Summary

G-59	<u>ITD</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Expenditure	14,216,948	100,000	310,000	0	0	0	0	0
Revenue		0	0	0	0	0	0	0

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Section 1: Proposal Descriptors

Proposal Title: G-101 Opportunity Fund
Proposal Number: 060.37NA **Outcome:** Responsive Government
Parent Proposal: **Primary Dept:** Finance
Dependent Proposal: **Proposal Type:** New
Previous Proposal: **Project Status:** New
Attachments: 0 **Primary Staff:**

Section 2: Executive Summary

Section 3: Responsiveness to Request For Results

Section 4: Performance Measures and Targets

No Performance Measures to be displayed.

Section 5: CIP

5A: Description and Scope?

5B: Rationale?

5C: Environmental Impacts?

5D: Location/Address?

5E: CIP Summary

<u>G-101</u>	<u>ITD</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Expenditure	0	8,500,000	0	0	0	0	0	0

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Section 1: Proposal Descriptors

Proposal Title:	Enterprise Application Replacement Reserve	
Proposal Number:	090.17NA	Outcome: Responsive Government
Parent Proposal:		Primary Dept: Information Technology
Dependent Proposal:		Proposal Type: New
Previous Proposal:	None	Project Status: New
Attachments:		Primary Staff: Carole Harper - x6905

Section 2: Executive Summary

The City has invested in major enterprise technology applications over time. A number of these have no established replacement funding. This proposal provides funding for these important applications, ensuring uninterrupted service delivery. The major applications which would be funded by this reserve include the Financial and Human Resources Information system (JD Edwards), the Enterprise Asset Management System (MAXIMO-not including Utilities' obligation), and the city-wide Point of Sale (POS) system. The impact to not funding this proposal will be a budget shortfall when these applications are due to be replaced and may prevent the business units from achieving their desired level of service with their customers.

Section 3: Responsiveness to Request For Results

Citywide (CW) purchasing strategies include leveraging collaboration with other departments on policies and use of the ongoing fund. (CW) Ensure sound management of resources and business practices. The City has used a conservative approach to saving reserves for resources since the 1970's. Reserve funds allow for consistent budgeting year after year without major spikes in funding needed. Collecting the equipment replacement reserve is a best practice (The Government Finance Officers Association (GFOA) Capital Asset Assessment, Maintenance and Replacement Policy (2007 and 2010)). The GFOA recommends that local governments establish a system for assessing their assets and then appropriately plan and budget for replacement needs. (CW) This proposal considers short – and long-term financial impacts. By saving money on an annual basis, the City will not need to designate large one-time funds for replacement of major systems. (CW) This is a new investment which will increase capacity of the organization through an established funding resource as well as have an enterprise level impact. The applications covered under this fund are enterprise and used by five or more departments. (RG) – Strategic Leadership – Visionary. This fund provides sustainability essential to meet the challenges of today and tomorrow. As well as strategic planning which allows the City to make the right choices for the future of the major business applications (RG) – Stewards of the Public Trust – Financial Sustainability. By saving over time for the replacement of these applications, the city is prepared to maintain their investments and replace them as necessary. This proposal also speaks to the Factor - Well Designed and Maintained Assists as this proposal is to ensure the technology investments the City has purchased continue to be maintained.

Section 4: Performance Measures and Targets

No Performance Measures to be displayed.

Section 5: CIP

5A: Description and Scope?

The City has invested in major enterprise technology applications over time. A number of these have no established replacement funding. This proposal provides funding for these important applications, ensuring uninterrupted service delivery. The major applications which would be funded by this reserve include the Financial and Human Resources Information system (JD Edwards), the Enterprise Asset Management System (MAXIMO-not including Utilities' obligation), and the city-wide Point of Sale (POS) system. The impact to not funding this proposal will be a budget shortfall when these applications are due to be replaced and may

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prevent the business units from achieving their desired level of service with their customers.

5B: Rationale?

The Information Technology Fund has established a partial funding source for this future need, but it will not meet the future replacement obligation. To date, there are two funding mechanisms: an annual contribution of \$50,000 and a reserve policy that takes advantage of one-time extra revenue or efficiencies (e.g.: providing one-time IT services to other jurisdictions) and directs those funds for this purpose. To establish need for the 2015-2021 CIP period, ITD worked with customers to review major application needs, replacement costs, and review useful life schedules. This work has ensured that our program is “right-sized”. Replacement of these systems in a timely manner supports the leadership team guiding principles of responsive and accessible to all. These systems serve as core business applications for departments throughout the organization. The Enterprise Application Replacement (EAR) fund also serves as a fund which departments can use to plan for and budget future replacement of significant business systems that meet their unique needs. For example, replacement of the POS system is necessary to meet paycard industry standards, and current security requirements. Proposal # 060.04NA. is asking for onetime funding to replace the POS system. If that proposal is funded we would reduce this request to \$675,000 annually. This proposal can be scaled up or back depending on funding available. The goal is to have accumulated the funding needed within a 10 year period so that major systems can be replaced at their end-of-life without creating unanticipated fiscal stress within the operating fund. This proposal responds to the City’s key performance indicator – City continues to receive AAA bond rating. The enterprise application replacement reserve has a positive influence on the City’s AAA bond rating (Standard & Poor’s Summary to the City of Bellevue, 2008).

5C: Environmental Impacts?

There are no environment impacts.

5D: Location/Address?

Not Applicable.

5E: CIP Summary

G-94	<u>ITD</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Expenditure	0	250,000	250,000	800,000	800,000	800,000	1,000,000	1,000,000
Revenue		14,503	962	0	0	0	0	0

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Section 1: Proposal Descriptors

Proposal Title:	PW-M-15 Wetland Monitoring	
Proposal Number:	130.88NA	Outcome: Responsive Government
Parent Proposal:		Primary Dept: Transportation
Dependent Proposal:		Proposal Type: Existing
Previous Proposal:	130.88NA	Project Status: Existing
Attachments:		Primary Staff: Mike Mattar

Section 2: Executive Summary

This proposal funds the cost to monitor the performance and maintain wetland mitigation sites mandated by the Army Corps of Engineers and other regulatory agencies for associated Transportation projects. The creation of this program allows completed Transportation project files to be closed instead of staying open throughout the wetland monitoring period which could be five to ten years after the completion of a project.

Section 3: Responsiveness to Request For Results

Some Transportation projects have improvements that impact existing wetlands. When this occurs, mitigation measures such as enhancing existing wetlands and/or creating new wetland sites will be required. These mitigation measures are typically mandated by Federal, State or local regulatory agencies. The City created the PW-M-15 Wetland Maintenance Program to fund the monitoring and maintenance of the wetland mitigation sites. This program has funded several wetland mitigation sites created by completed Transportation projects such as Richards Road, Lakemont Blvd, 156th Ave SE, and NE 29th PI Connection. The only site that is still in the mandated monitoring period is the NE 29th PI Connection. The project was completed in 2005, however, the mandated monitoring period for the project's wetland mitigation site, is ten years after the completion of the project, which ends in 2015. The monitoring cost consists of paying for a consultant to visit the wetland site to assess the ecological and planting conditions on the site, and to produce a yearly or bi-yearly report required by the Army Corps of Engineers. This cost may also include hiring a contractor to replant dead plants as needed. The capital resources in this proposal will be administered by the Parks and Community Services Department with resources included in their Natural Areas & Forest Management proposal (100.38NA) submitted to the Healthy and Sustainable Environment outcome.

- [STRATEGIC LEADERSHIP]: The Wetland Monitoring program is a joint program that involves Transportation, Parks and Utilities departments. Three City departments working jointly on this program is a good example of identifying and implementing successful collaborative partnerships among departments.
- [HIGH PERFORMING WORKFORCE]: Creating the Wetland Monitoring Program is an example of encouraging continuous improvement and innovation in the workplace to "think out of the box" to improve efficiency and reduce cost, as opposed to "the way it has always done been done".
- [CUSTOMER FOCUSED SERVICE]: The Wetland Monitoring Program is a cost saving measure that allows transportation projects to be closed when completed which reduces the overall cost of CIP projects. This is an example of increased effectiveness and efficiency in delivering timely and quality service that Bellevue residents expect.
- [STEWARDS OF THE PUBLIC TRUST]: Mitigating Transportation projects' environmental impacts and building more green spaces is a good example of establishing public trust in creating well designed and maintained City assets.
- HEALTHY AND SUSTAINABLE ENVIRONMENT [NATURAL ENVIRONMENT]: By building new wetlands and enhancing existing ones, the proposal is making a major contribution towards implementing the City's Environmental Stewardship Initiative by creating more protected green spaces within the city
- IMPROVED MOBILITY [EXISTING AND FUTURE INFRASTRUCTURE]/Maintenance: Maintaining wetlands associated with CIP projects is part of the overall City infrastructure maintenance. The Wetland Monitoring program is a joint program that involves Transportation, Parks, Utilities departments. Currently it funds only a wetland created be a transportation project, however, this program can also fund the monitoring and maintenance of future wetland mitigation sites created by other departments. The Wetland Monitoring Program is a cost saving measure. Not having this program will require CIP projects to stay active and keep

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incurring additional costs for a period of up to ten years after project completion, so having this program enables CIP projects to be closed at the appropriate time and stop unnecessary added costs. The capital resources in this proposal will be administered by the Parks and Community Services Department with resources included in their Natural Areas & Forest Management proposal (100.38NA) submitted to the Healthy and Sustainable Environment outcome.

Section 4: Performance Measures and Targets

No Performance Measures to be displayed.

Section 5: CIP

5A: Description and Scope?

Perform on-going wetland monitoring and maintenance activities required by the local, state or federal permits issued for the implementation of completed transportation improvement projects.

5B: Rationale?

This program will allow specific transportation improvement projects to be closed when physically complete.

5C: Environmental Impacts?

Not applicable (Work performed under this program is required by the environmental determinations and permits issues for specific transportation improvement projects.)

5D: Location/Address?

Not Specified

5E: CIP Summary

PW-M-15	<u>ITD</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Expenditure	125,999	15,000	0	0	0	0	0	0
Revenue		0	0	0	0	0	0	0