



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

October 20, 2008

Ordinance 16275

Proposed No. 2008-0415.2

Sponsors Gossett

1 AN ORDINANCE making a supplemental appropriation of
 2 \$77,514,044 to the office of information resource
 3 management capital project fund to implement the
 4 Accountable Business Transformation capital project; and
 5 amending the 2008 Budget Ordinance, Ordinance 15975,
 6 Section 130, as amended, and Attachment B, as amended.

7

8 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

9 SECTION 1. Ordinance 15975, Section 130, as amended, is hereby amended by
 10 adding thereto and inserting therein the following:

11 From several capital improvement project funds there is hereby appropriated and
 12 authorized to be disbursed the following amounts for the specific projects identified in
 13 Attachment A to this ordinance.

Fund	Fund Title	Amount
3771	OIRM Capital Projects	\$77,514,044

16 ER1 Expenditure Restriction:

17 Of this appropriation, \$18,132,483 shall be expended solely for the
18 implementation of the King County Flood Control Zone District capital program.

19 ER2 Expenditure Restriction:

20 Of the appropriation for CIP Project 358101, Community Partnership Grants
21 Program, the following amounts shall be spent solely as specified below:

22 Steve Cox Park Seattle Preparatory School \$50,000

23 P1 PROVIDED THAT:

24 Of this appropriation, \$100,000 for the IT permit integration project (CIP Project
25 377210) shall not be expended or encumbered until the completed quantifiable business
26 case analysis is transmitted to the council. The quantifiable business case should include
27 a detailed description of the preferred alternative, a cost range and implementation
28 schedule for the preferred alternative, and the expected cost allocation, based on benefit,
29 among the various county agencies and funds to implement the recommended alternative.
30 The quantifiable business case must include the signatures of directors of departments
31 that are project sponsors, including the department of development and environmental
32 services, the department of public health, the department of executive services, the
33 department of transportation, and the department of natural resources and parks. The
34 signatures of the directors of departments shall indicate agreement with the business case.

35 The quantifiable business case must be filed in the form of 11 copies with the
36 clerk of the council, who will retain the original and will forward copies to each
37 councilmember and to the lead staff for the growth management and natural resources
38 committee, or its successor.

39 P2 PROVIDED FURTHER THAT:

40 Of this appropriation, no funds shall be expended or encumbered for the issuance
41 of the request for proposal related for the IT permit integration project (CIP Project
42 377210) until the completed quantifiable business case analysis is transmitted to the
43 council as required by this ordinance. However, funds may be used to prepare the
44 request for proposal.

45 P3 PROVIDED FURTHER THAT:

46 Of this appropriation, funds may not be encumbered or spent for the following
47 projects: DDES IT Permit Integration (CIP Project 377210), KCSO Sector Project (CIP
48 Project 377218) and the DCHS Client Information Services Project (CIP Project 377209)
49 until the project managers for each project have identified preliminary performance
50 measure, approved by the project review board, for measuring the benefits of each
51 project.

52 P4 PROVIDED FURTHER THAT:

53 Of this appropriation, no funds may be spent on the implementation of a solution
54 for the Replacement of R:Base for DOS Program until the proposed solution is evaluated
55 and approved by the ABT project team.

56 P5 PROVIDED FURTHER THAT:

57 Of the appropriation for Project 377142, Accountable Business Transformation,
58 \$100,000 shall not be expended or encumbered until the ABT program management
59 office provides to the council, in writing, the proposed Capital Improvement Program
60 ("CIP") reporting and analysis requirements that will be included in ABT high level
61 business design for the budget system business functions. Such proposed CIP reporting
62 and analysis requirements shall be the basis for a critical analysis report of all the CIP

63 managed by the various divisions within the executive departments and subject to proviso
64 P6 of this section.

65 The ABT program management office and the office of management and budget
66 ("OMB") shall continue to work collaboratively with council staff to develop the
67 proposed budget system processes for CIP reporting and analysis requirements to ensure
68 that the countywide budget system selected as part of the ABT program will be able to
69 report for each CIP project the following "reporting elements": (1) the initial, baseline
70 schedule, scope of work and budget ("baseline information"); (2) all the costs, incurred to
71 date and/or projected to complete the project, by a standard category system ("standard
72 system") to be used by all agencies to capture and report such project costs; (3) the
73 standards or methodologies used by the CIP agency for estimating those costs; (4) the
74 schedule milestones for each project, completed and projected; and (5) a reporting
75 mechanism that clearly indicates a project's deviations from the initial baseline
76 information, when the deviations occurred, in what project cost category, and the reasons
77 why.

78 The standard system should include, but not be limited to, the following cost
79 categories: programming, predesign/planning, environmental/EIS, permitting, design,
80 mitigation construction/implementation, construction management/inspections,
81 contract/project management and agency internal costs, close-out, contingencies.

82 The reporting elements shall be used the framework or format by which the
83 executive shall produce a critical analysis report for selected projects within the CIPs
84 managed by the various divisions within the executive departments as set forth in proviso
85 P6 to this section.

86 The executive shall submit the report on the proposed reporting elements for CIP
87 reporting and analysis requirements that will be included in ABT high level business
88 design for the budget system business functions in the form of 11 copies with the clerk of
89 the council, who will retain the original and forward copies to each councilmember and
90 the lead staff of the capital budget committee, or its successor.

91 P6 PROVIDED FURTHER THAT:

92 Of the appropriation for Project 377142, Accountable Business Transformation,
93 \$150,000 shall not be expended or encumbered until the council accepts, by motion, the
94 executive's transmitted critical analysis report, as required by this proviso to this section
95 to this ordinance, for all current CIP projects managed by the various divisions within the
96 executive departments that are currently active or have not been closed out. However,
97 the executive shall not be required to report on any projects with either a total project cost
98 of less than \$750,000, or projects involving work order construction contracts or projects
99 involving small work roster construction contracts. The report shall be broken into
100 chapters, with each CIP agency constituting a chapter. Within each chapter, the
101 executive will indicate each project's ranking in order of priority.

102 The executive shall submit the proposed motion and the critical analysis report, in
103 the form of 11 copies with the clerk of the council, who will retain the original and
104 forward copies to each councilmember and the lead staff of the capital budget committee,
105 or its successor.

106 The executive shall submit this proposed motion and report within 120 days after
107 the ABT Program Management office has submitted in writing, the proposed CIP
108 reporting and analysis requirements that will be included in ABT high level business

109 Design for the budget system business functions, required by proviso P5 to this section of
110 this ordinance. The resources to develop and produce the motion and critical analysis
111 report shall be provided by the ABT program management office of the department of
112 executive services.

113 P7 PROVIDED FURTHER THAT:

114 In accordance with Motion 12737, the facility master plan funded in CIP 395838,
115 Animal Control Facilities Master Plan, shall at a minimum include: (1) an inventory of
116 existing animal services capital facilities, showing the locations and capacities of the
117 facilities; (2) forecast of the future needs for such capital facilities, proposed location or
118 locations and capacities of expanded or new capital facilities; and (3) at least a six-year
119 plan that will finance such capital facilities within projected funding capacities and
120 clearly identifies sources of public money for such purposes.

121 P8 PROVIDED FURTHER THAT:

122 Of the appropriation for CIP 395842, Animal Control - portable dog
123 runs/temporary dog relocation, funding is intended to be used for the purchase of portable
124 dog runs, to relieve overcrowding, to accommodate temporary relocation of dogs from
125 the existing Kent and Eastside shelters, and to isolate dogs for improved disease control.

126 P9 PROVIDED FURTHER THAT:

127 For CIP projects 395839, Animal Control – cat cages and 395842, Animal
128 Control – portable dog runs/temporary dog relocation, the facilities management division
129 shall coordinate with the records and licensing division to prepare a brief weekly
130 electronic status report detailing progress for project implementation. The facilities
131 management division portion of the weekly report shall include data on the number of cat

132 cages purchased and occupied, the number of portable dog runs purchased and occupied,
133 and the number of dogs requiring temporary relocation and the reasons for that
134 relocation. The weekly electronic report shall be transmitted to the clerk of the council.

135 P10 PROVIDED FURTHER THAT:

136 Of the appropriation for project 377220 no single allocation that would exceed
137 fifteen percent of the remaining unexpended and unencumbered balance existing on the
138 first day of the month, or no allocation that when combined with prior allocations in that
139 month would exceed fifteen percent of the remaining unexpended and unencumbered
140 balance existing on the first day of the month, shall be encumbered or expended until:
141 (1) the executive notifies the council of the proposed allocation or allocations; (2) ten
142 days have elapsed since transmittal of the written notification; and (3) within the ten-day
143 period, no councilmember has objected to the encumbrance or expenditure via written
144 notification transmitted to the executive.

145 The executive's notification shall be in the form of 13 copies transmitted to the
146 clerk of the council who will retain a copy and distribute one copy to each
147 councilmember, the manager of the office of capital project oversight, the lead staff to the
148 capital budget, and general government and labor relations committees or their successor
149 or successors.

150 P11 PROVIDED FURTHER THAT:

151 Of the appropriation for project 377219 no single expenditure that would exceed
152 fifteen percent of the remaining unexpended and unencumbered balance existing on the
153 first day of the month, and no expenditure that when combined with prior allocations in
154 that month would exceed fifteen percent of the remaining unexpended and unencumbered

155 balance existing on the first day of the month, shall be encumbered or expended until:
156 (1) the executive notifies the council of the proposed allocation or allocations; (2) ten
157 days have elapsed since transmittal of the written notification; and (3) within the ten-day
158 period, no councilmember has objected to the encumbrance or expenditure via written
159 notification transmitted to the executive.

160 The executive's notification shall be in the form of 13 copies transmitted to the
161 clerk of the council who will retain a copy and distribute one copy to each
162 councilmember, the manager of the office of capital project oversight, the lead staff to the
163 capital budget, and operating budget, fiscal management and select issues committees or
164 their successor or successors.

165 P12 PROVIDED FURTHER THAT:

166 Of the appropriation for project 377142, \$2,000,000 shall not be expended or
167 encumbered unless, by April 30, 2009, the executive transmits to the council a benefits
168 realization plan. This plan, as specified in proposed motion 2008-0414, will describe the
169 process for how program benefits will be identified and how these benefits will be
170 allocated and realized throughout the county organization.

171 The plan shall be in the form of 13 copies transmitted to the clerk of the council
172 who will retain a copy and distribute one copy to each councilmember, the manager of
173 the office of capital project oversight, the lead staff to the capital budget, and operating
174 budget, fiscal management and select issues committees or their successor or successors.

175 P13 PROVIDED FURTHER THAT:

176 Of the appropriation for project 377142, \$5,000,000 shall not be expended or
177 encumbered unless, by June 30, 2009, the executive transmits to the council a report on

178 the policies and procedures that have been implemented in the ABT Program
179 Management Office discussing the reporting and program management duties between
180 county employees and contractors and a certification that program employees have been
181 trained regarding these policies and procedures.

182 The report and certification shall be in the form of 13 copies transmitted to the
183 clerk of the council who will retain a copy and distribute one copy to each
184 councilmember, the manager of the office of capital project oversight, the lead staff to the
185 capital budget and operating budget, fiscal management and select issues committees or
186 their successor or successors.

187 P14 PROVIDED FURTHER THAT:

188 Of the appropriation for project 377142 no funds for services provided by the
189 project systems integrator shall be encumbered or expended until such a time as the chief
190 civil deputy prosecuting attorney has certified to the council in writing that he has
191 reviewed the contract for consulting services to be provided by the systems integrator and
192 that, in his opinion, this contract clearly identifies: (1) the expected deliverables; (2) what
193 tasks are to be done by the county and what work is required of the contractor; and (3) the
194 protections for the county and the contractor's obligations as agreed to in the terms and
195 conditions.

196 The certification shall be in the form of 13 copies transmitted to the clerk of the
197 council who will retain a copy and distribute one copy to each councilmember, the
198 manager of the office of capital project oversight, the lead staff to the capital budget, and
199 operating budget, fiscal management and select issues committees or their successor or
200 successors.

201 P15 PROVIDED FURTHER THAT:

202 Of the appropriation for project 377142 \$10,000,000 as specified in this proviso,
203 shall not be encumbered or expended until the manager of the office of capital projects
204 oversight has certified, by October 1 each year the project is active, that the office of
205 capital project oversight: (1) had access to program files in a timely manner; 2) received
206 annual and quarterly reports in compliance with the appropriation for the project; and (3)
207 maintained an open communication with the program management office.

208 Of the \$10,000,000 restricted by this proviso, the following amounts will each
209 become available for encumbrance or expenditure on October 1st of each year that the
210 manager of the office of capital project oversight has so certified; (1) \$4,000,000 in
211 2009; (2)\$3,000,000 in 2010; (3) \$2,000,000 in 2011; and (4) \$1,000,000 in 2012.

212 If the manager of the office of capital project oversight anticipates that such a
213 notification may not occur on the following October 1, the manager should notify the
214 program management office and the county council by July 1 of that year.

215 Any notification required by this proviso shall be in the form of 13 copies
216 transmitted to the clerk of the council who will retain a copy and distribute one copy to
217 each councilmember, the manager of the office of capital project oversight, the lead staff
218 to the capital budget and operating budget, fiscal management and select issues
219 committees or their successor or successors.

220 SECTION 2. The program management office shall provide a report, by June 30
221 of each year that discusses:

- 222 A. The current status of the program;
- 223 B. Progress against the implementation schedule;

- 224 C. Progress against the benefits realization plan;
- 225 D. Net benefits received by the program, to date;
- 226 E. Allocation of project contingency over the prior year;
- 227 F. Budget status updates;
- 228 G. Any new roadblocks to program implementation that have arisen over the
- 229 prior year;
- 230 H. The strategy for addressing those roadblocks; and
- 231 I. Any other information necessary for the county council to understand the status
- 232 of the program.

233 SECTION 3. The program management office shall, every three months
234 beginning March 1, 2009, report on:

- 235 A. The program spending plan and actual expenditures over the prior quarter;
- 236 B. Progress towards meeting the timelines for any project deliverables over the
- 237 subsequent two quarters;
- 238 C. Success in achieving any benefits highlighted in the benefits realization plan;
- 239 and
- 240 D. Any other relevant information necessary for the county council to understand
- 241 the current status of the program.

242 SECTION 4. Any reports required by section 2 or 3 of this ordinance shall be
243 filed in the form of 13 copies with the clerk of the council who will retain a copy and
244 forward copies to each councilmember, the manager of the office of capital project
245 oversight and the lead staff to the capital budget and operating budget, fiscal management
246 and select issues committees of their successor or successor.

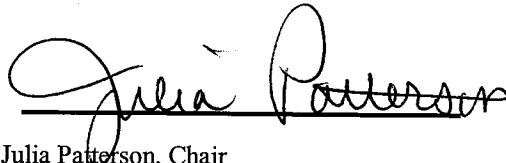
247 SECTION 5. Attachment A to this Ordinance hereby amends Attachment B to
248 Ordinance 15975, as amended, by adding thereto and inserting therein the projects listed
249 in Attachment A to this Ordinance.

250

Ordinance 16275 was introduced on 8/4/2008 and passed by the Metropolitan King
County Council on 10/20/2008, by the following vote:

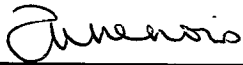
Yes: 8 - Ms. Patterson, Mr. Dunn, Mr. Constantine, Ms. Lambert, Mr. von
Reichbauer, Mr. Ferguson, Mr. Gossett and Mr. Phillips
No: 1 - Ms. Hague
Excused: 0

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON



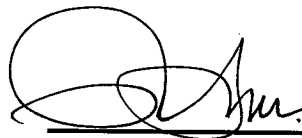
Julia Patterson, Chair

ATTEST:



Anne Noris, Clerk of the Council

APPROVED this 31 day of October, 2008.



Ron Sims, County Executive

Attachments A. General Government Capital Improvement Program (Ordinance 15975, as
amended)(20%), dated 10-1-08

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2008 OCT 31 AM 11:31
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