

*A of D 3-6-19  
agenda item #11.a.*

BARNSTABLE COUNTY

CAPITAL IMPROVEMENT PROGRAM

FY2020-FY2024

Submission Date: January 23, 2019

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# INTRODUCTION

The Capital Improvement Program (CIP) for the years FY2020-FY2024 is hereby submitted for approval of the County Commissioners and the Assembly of Delegates.

The Ordinance requesting approval and funding for the FY2020 capital projects is incorporated into this document and is accompanied by the detailed submission of the departments. Each submission was reviewed for project justification, timeliness, proposed funding source and affordability. The FY2020 proposed Capital Ordinance includes the first phase of asset upgrades at the Second District Courthouse and the County Farm property located a short distance from the County Complex on Route 6A in addition to other approved purchases and upgrades.

The County is continuing the development of a comprehensive plan for its future space needs. A systematic review of all the County's capital assets is ongoing, incorporating long-term plans for programs and services so that improvements and upgrades are made wisely. As debt service falls off in the future years, new projects will be incorporated into the capital plan and the budget. Additionally, the County will strategize to fund future capital needs from revenue sources other than borrowing, reserving the option of borrowing to those projects identified for long-term financing limited to a term no greater than the useful life (in years) of the asset.

We have included a debt service schedule as a part of the document for the County by fund and department and an update on the last three years of approved capital expenditures.

We appreciate the commitment of the County's leadership while we forge a new future for our capital needs, developing a sustainable plan for the County's assets and building the framework for capital planning to be a component part of all operational discussions. We also thank the departments for their willingness to incorporate the consideration of their capital needs into the broader picture and think outside the box.

**BARNSTABLE COUNTY FISCAL YEAR 2019 BUDGET  
(5-YEAR CAPITAL IMPROVEMENT PROGRAM)**

PROJECT NAME	TOTAL					FUNDING SOURCE	
	PROJECT COSTS	PROPOSED FY19	PROPOSED FY20	PROPOSED FY21	PROPOSED FY22		PROPOSED FY23
<b><u>FACILITIES</u></b>							
Sidewalks - County Complex	\$240,000		\$240,000				State Funds/Bond Proceeds
Window Replacement - Superior	\$220,000		\$220,000				State Funds/Bond Proceeds
HVAC Upgrade - Superior	\$420,000				\$420,000		State Funds/Bond Proceeds
HVAC Replacement - Second District	\$360,000					\$360,000	State Funds/Bond Proceeds
	\$1,240,000	\$0	\$240,000	\$220,000	\$420,000	\$360,000	
<b><u>COOPERATIVE EXTENSION</u></b>							
Vehicle Replacement	\$30,000		\$30,000				Vehicle Replacement Fund
Vehicle Replacement	\$30,000				\$30,000		Vehicle Replacement Fund
	\$60,000	\$0	\$30,000	\$0	\$30,000	\$0	
<b><u>HEALTH &amp; ENVIRONMENT</u></b>							
Equipment Upgrades & Replacement	\$668,000	\$188,000	\$150,000	\$90,000	\$90,000	\$150,000	Departmental Revenues
	\$668,000	\$188,000	\$150,000	\$90,000	\$90,000	\$150,000	
<b><u>FIRE TRAINING ACADEMY</u></b>							
Building Construction	\$200,000	\$200,000					Bond Proceeds
	\$200,000	\$200,000	\$0	\$0	\$0	\$0	
<b>GRAND TOTALS</b>	\$2,168,000	\$388,000	\$420,000	\$310,000	\$540,000	\$510,000	

# FY20 BUDGETED REQUESTS

BARNSTABLE COUNTY  
FISCAL YEAR 2020

FACILITIES DEPARTMENT

FY2020 CAPITAL IMPROVEMENT PROGRAM

[Request # (2020-1)]

**Project Working Title:** FIRST DISTRICT COURTHOUSE UPPER ROOF REPLACEMENT

**Project Description:** Replace the EPDM rubber roof on the uppermost area

**Project Justification:** Existing roof has been in place in excess of twenty (20) years. The lifespan of rubber roofing is between 10 and 15 years. Last winter (2017-2018) severe winds lifted 2/3 of the roof causing separation from the roof deck itself and tearing beyond repair.

**Impact of Denial/Postponement:**

Although repairs were attempted, they are temporary. I have had to deploy staff to clean up leaks in the Main Session Courtroom after every rain event. Disruption of the Trial Court and damage to the interior structure will continue without replacement.

**Project Cost Estimate:** \$80,000.00

**Basis for Estimate:** Industry standards for EDPM roofing costs are \$10.00 per square foot. Twenty-five (25) roof penetrations supporting the stone façade increase the cost of roofing the 6,000 sq. ft. area by \$20,000 in additional materials and labor costs.

**Project Estimated Completion Date:** July, 2019

**Project Cost/Description FY2020 & Follow-On Years:** FY 2020 costs will complete the project.

**Operating Budget Impact-Immediate and Future Years:**

First District Courthouse operating and capital expenditure costs are reimbursed to the County from the Trial Court at a 97% rate. Final cost to County is \$2,400.00.

BARNSTABLE COUNTY  
FISCAL YEAR 2020

FACILITIES DEPARTMENT

FY2020 CAPITAL IMPROVEMENT PROGRAM

[Request # (2020-2)]

**Project Working Title:** VEHICLE REPLACEMENT

**Project Description:** Purchase vehicle to replace Facilities 2006 Chevy van

**Project Justification:** High mileage, increasing repair costs, rust and the end of its useful life require its replacement.

**Impact of Denial/Postponement:**

Increased and wasteful maintenance costs will continue to rise.  
Additionally, personnel safety must be considered.

**Project Cost Estimate:** \$35,000.00

**Basis for Estimate:** Generalized cost based on similiarly equipped vehicle.

**Project Estimated Completion Date:** September, 2019

**Project Cost/Description FY2020 & Follow-On Years:** FY 2020 cost to County - \$8,400.00.

**Operating Budget Impact-Immediate and Future Years:**

Initial cost will be reimbursed by the State Trial Court in the amount of \$26,600.00 (76%) at the close of FY 2020.

Routine operation and maintenance costs of approximately \$500.00.

BARNSTABLE COUNTY  
FISCAL YEAR 2020

FACILITIES DEPARTMENT

FY2020 CAPITAL IMPROVEMENT PROGRAM

[Request # (2020-3)]

**Project Working Title:** DEEDS ROOFTOP A/C REPLACEMENT

**Project Description:** Replace rooftop unit which serves the Probation Department of the Probate Court

**Project Justification:** Existing unit has been in service since 1989. Industry standards limit cost effective functionality to 15-20 years.

**Impact of Denial/Postponement:**

Unit failure would result in a lack of cooling and fresh air intake mandated by law for the Probate Court personnel.

**Project Cost Estimate:** \$30,000.00

**Basis for Estimate:** Cost of similar rooftop unit previously replaced

**Project Estimated Completion Date:** October, 2019

**Project Cost/Description FY2020 & Follow-On Years:**

FY 2020 costs of installation, operation and maintenance will be carried in future operating budgets.

**Operating Budget Impact-Immediate and Future Years:**

New equipment will require less repair costs. Trial Court reimbursement for Deeds is 40% (\$12,000.00).

Final Cost to County: \$18,000.00

BARNSTABLE COUNTY  
FISCAL YEAR 2020

FACILITIES DEPARTMENT

FY2020 CAPITAL IMPROVEMENT PROGRAM  
[Request # (2020-4)]

**Project Working Title:** SECOND DISTRICT INTERIOR RENOVATIONS AND HVAC REPLACEMENT

**Project Description:** Replace chilled water system piping insulation, repair areas effected by moisture, obtain engineered plans to replace HVAC delivery system, and replace chiller and hot water boilers

**Project Justification:** Failing insulation on chilled water piping has damaged ceilings and walls in the building. A failing HVAC system has been unable to keep up with seasonal heat and humidity. The existing HVAC system has been in use since the building opened in 1970.

**Impact of Denial/Postponement:**  
Further degradation of system will effect the health and welfare of personnel as well as worsening and permanent damage to the building.

**Project Cost Estimate:** \$1,325,000.00

**Basis for Estimate:** First District Court underwent a similar renovation costing \$850,000.00

**Project Estimated Completion Date:** September, 2023

**Project Cost/Description FY2020 & Follow-On Years:**

FY 2020 Interior repairs, equipment rental and engineering \$200,000.00.

FY 2021 HVAC system replacement \$750,000.00.

FY 2022 Chiller replacement \$200,000.00.

FY 2023 Hotwater boiler replacement \$175,000.00.

**Operating Budget Impact-Immediate and Future Years:**

Debt service period TBD (20-25 year expected system lifespan)

Second District operating and capital costs are reimbursed at 100%.

BARNSTABLE COUNTY  
FISCAL YEAR 2020

Cooperative Extension

FY2020 CAPITAL IMPROVEMENT PROGRAM  
[Request # (2020-1)]

**Project Working Title:** Farm Office

**Project Description:**

Replace three bay garage with new building that will provide offices and meeting space and connect to existing farm office building. New facility will provide sufficient space for all existing staff to operate out of one location, provide a centralized training facility and provide new space to court system that needs the existing office space in Deeds and Probate.

**Project Justification:**

The main office for Cooperative Extension is in the basement of Deeds & Probate and represents 19.2% of the total available space in the building. If the state were to utilize the space the reimbursement rate for the Extension office would be approximately \$40,000 per year (per Facilities estimate). The Courts desperately need the space, and have repeatedly asked to acquire the office. The county farm building currently houses half of the Extension department and expanding on the existing footprint on the farm would centralize all department staff in one location creating greater administrative and facility related efficiencies, provide much needed space to the Courts, and create a new revenue stream for the county by renting the existing space to the Courts.

**Impact of Denial/Postponement:**

It seems inevitable in the near future the existing Extension office space in Deeds and Probate will need to be turned over to the court to meet the court's needs and to collect the revenue that will be generated. Moving Extension staff into another facility will come at a cost, and with no "move-in ready" options, if another option is chosen, it will need to be retrofitted to operate as an office space and comply with ADA requirements and be capable of handling the steady stream of visitors and daily foot traffic the office generates. The cost of moving Extension twice will be significant, and an orderly, predictable move seems to make economic sense.

**Project Cost Estimate:**

\$600,000

**Basis for Estimate:**

3,000 square foot building at \$200 sq./ft = \$600,000

**Project Estimated Completion Date:**

Use of modular construction should facilitate expedited building, with finish date target of June 2020

**Project Cost/Description FY2020 & Follow-On Years:**

FY2020 - \$600,000

**Operating Budget Impact-Immediate and Future Years:**

Utility costs for new facility will likely double that of the existing farm building, but solar installments and alternative septic application will help to mitigate those costs. Duplicative costs required in maintaining two offices such as maintaining two copiers and other general administrative equipment will create modest yearly cost savings.

BARNSTABLE COUNTY  
FISCAL YEAR 2020

Cooperative Extension

FY2020 CAPITAL IMPROVEMENT PROGRAM

[Request # (2021-1)]

**Project Working Title:** Marine Pickup Truck

**Project Description:**

Replace existing 2012 Chevy Silverado pickup truck with new pickup truck in FY21 capital budget

**Project Justification:**

The current Marine truck has seven years of exposure to the marine environment and is utilized as a oversands vehicle and a tow vehicle for the Extension boat. Maintenance and repairs are beginning to mount on the current marine truck and planning to replace the vehicle in two years seems reasonable.

**Impact of Denial/Postponement:**

The plan is to make the truck work for the department as long is as feasible, but the cost of the truck breaking down on the flats and being swamped by an incoming tide could be significant. Existing repairs to the underbody and exterior of the truck along with mechanical maintenance will mount in the coming years. The option will eventually be to invest more money into a aging vehicle or find a new vehicle.

**Project Cost Estimate:**

\$30,000

**Basis for Estimate:**

State Contract pricing for a comparable replacement vehicle

**Project Estimated Completion Date:**

Septmber of 2020

**Project Cost/Description FY2020 & Follow-On Years:**

FY20 - \$0, FY21 - \$30,000

**Operating Budget Impact-Immediate and Future Years:**

Minor improvement in fuel efficiency may see minimal savings in fuel consumption for the department.

STATUS OF PRIOR YEARS PROJECTS  
FY2017-FY2019

BARNSTABLE COUNTY  
 UPDATE ON PRIOR YEARS PROJECTS  
 AS OF JANUARY 2019

FY2019 Ordinance #18-05

<u>Department</u>	<u>Purpose</u>	<u>Authorized</u>	<u>Expended</u>	<u>Status</u>
Health & Environment	Replace/Upgrade Lab Equipment	188,000	31,120	In Progress
Fire Training Academy	Acquisition-Fire Service Training System	200,000	-	In Progress. Site Preparation ongoing.
Total Authorized for FY2019		388,000	31,120	

FY2018 Ordinance #17-06

<u>Department</u>	<u>Purpose</u>	<u>Authorized</u>	<u>Expended</u>	<u>Status</u>
Facilities	Vehicle Replacement	35,000	29,422	Completed
	Roof Replacement - Superior Courthouse	360,000	0	Pending State approval
	Exterior Renovations - Superior Courthouse	210,000	0	Pending State approval
	Electrical Improvements - First District	45,000	0	In progress
Total Authorized for FY2018		\$650,000	\$29,422	

FY2017 Ordinance #16-07

<u>Department</u>	<u>Purpose</u>	<u>Authorized</u>	<u>Expended</u>	<u>Status</u>
Health & Environment	Replace Ion Chromatograph	60,000.00	52,545.00	Completed
Information Technology	Software Licensing	325,000.00	325,000.00	Completed
Facilities	Roof Replacement - 2ND District	170,000.00	-	Pending State approval
	Building Renovations - Old Jail	150,000.00	83,930.00	In Progress
	Ancient Wall & Grounds Repair-Complex	75,000.00	-	Pending State approval
	Sound Wall Construction-Health Lab	70,000.00	9,750.00	In Progress
Total Authorized for FY2017		\$850,000	\$471,225	

COUNTY DEBT SERVICE  
BY  
FUND & DEPARTMENT



