



# Oregon

Kate Brown, Governor

## Department of State Lands

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### State Land Board

Kate Brown  
Governor

Shemia Fagan

Secretary of State

Tobias Read

State Treasurer

## MEMORANDUM

**To:** Bill Foster, Chair, Capital Projects Advisory Board  
**From:** Jean Straight, Deputy Director   
**Date:** March 22, 2022  
**Subject:** Department of State Lands (DSL) - 2021-23 Facilities Plan

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The Department of State Lands (DSL) is the administrative arm of the State Land Board, Oregon's longest serving board. Established by the Oregon Constitution in 1859, the Land Board has been composed of the Governor (chair), Secretary of State and State Treasurer throughout its history. At statehood, the federal government granted Oregon 3.4 million acres about 6 percent of the new state's land to finance public education. Though only about 1/5 of the original acreage remains, DSL continues to manage land and other resources dedicated to the Common School Fund for K-12 education. The Land Board is the trustee of the fund.

State Land Building 2021-23 projects include the following:

- Elevator upgrades with an estimated cost of \$350K
- Portion of window replacement as estimated cost of \$18K
- Plan to capitalize some of the LED lighting that we have been purchasing estimated cost of over \$5K
- Completed a facility condition assessment.

South Slough Reserve (SSNERR) 2021-23 projects include the following:

- Establishing universal access and inclusive learning experiences through comprehensive updates to accessibility and interpretive exhibits at SSNERR. The estimated budget is \$500K of federal funds and \$214,286 matching state funds for a total project cost of \$714,286
- Completed a facilities condition assessment.

Through the last two years the agency has experienced supply issues and increased costs this has led to us reevaluating our budget and project priorities.

State Land Building 2023-25 projected projects include the following:

- Building main fire control upgrade estimate cost \$92K
- Interior lighting efficiency upgrade estimated cost \$46K
- Exterior window replacement estimated cost \$273K
- Exterior pressure washing and brick sealing estimated cost \$150K
- Exterior Bench and security lighting estimated cost \$15K
- Roofing system replacement slated for 2024 estimated cost \$400K
- South restroom remodel estimated cost \$100K
- Select Carpet and floor finish replacements estimated cost \$187K

SSNERR 2023-25 projected projects include the following:

- Completion of the universal access and inclusive learning experiences. This project was started in 2021-23 biennium and will be completed in 2024 estimated total project cost of \$714,286.

Thank you for your time in reviewing our Capital Projects presentation. As a small agency with limited staffing, we take the stewardship of our building very seriously and are very strategic in how we spend our capital budget and limited resources. We appreciate your guidance and insight.




CPAB REPORT 2023-2025



# Department of State Lands




# Who are we?

- The Oregon Department of State Lands (DSL) is the administrative arm of the State Land Board, Oregon's longest-serving board. Established by the Oregon Constitution in 1859, the Land Board has been composed of the Governor (chair), Secretary of State and State Treasurer throughout its history.
- 



# What do we do?

- ▶ At statehood, the federal government granted Oregon 3.4 million acres – about 6 percent – of the new state's land to finance public education.
  - ▶ Though only about 1/5 of the original acreage remains, DSL continues to manage land and other resources dedicated to the Common School Fund for K-12 education. The Land Board is trustee of the fund.
- 




# New responsibilities?

Over time, the agency has been given other duties by the Oregon Legislature, including:

- ▶ Administering the state's Unclaimed Property Law (1957)
- ▶ Administering the state's Removal-Fill Law (1967)
- ▶ Implementing the Wetlands Conservation Act (1989)
- ▶ Serving as the state partner for the South Slough National Estuarine Research Reserve in Charleston (1974)



# Ensuring a legacy

- ▶ DSL ensures a legacy for Oregonians and their public schools through sound stewardship of lands, wetlands, waterways, unclaimed property, estates and the Common School Fund.
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# Agency Metrics/Funding

- ▶ DSL office building is located on the Capital Mall at 775 Summer St NE
- ▶ DSL rents out roughly 33,319 sqft of space to 4 other state agencies. OWEB, Housing , Business Oregon and the Land Use Board of Appeals (LUBA) in the Salem office building.
- ▶ Rental incomes from tenant agencies support the operation of the Lands building and provide administrative space for DSL staff. The office building supports the common school fund by generating income for the fund and offsetting potential floor space rental costs that otherwise would be paid to house the DSL agency staff. The building is an investment asset for the common school fund.
- ▶ DSL agency space utilization is 225 sqft per person VS the state target number of 179. A result of decoupling unclaimed property division to OST
- ▶ South slough visitors center is primarily composed of interpretive display space and educational classrooms with 1,680 sq ft utilized for administrative office use.
- ▶ Any future increases in staffing levels in Salem can be met by expanding into space vacated by tenant state agencies. Currently that is not necessary.





# Significant factors influencing the agency's facility needs

- Increased maintenance and construction costs due to inflation .
- COVID-19 protocols and Vendors.
- Administrative delays in contracting for projects over 150K through DAS.
- Balancing expenditures of Common School Funds against repair needs and funding K-12 schools.
- New action items as a result of FCA.
- Tenant space/ office presence downsizing and effect on rental income



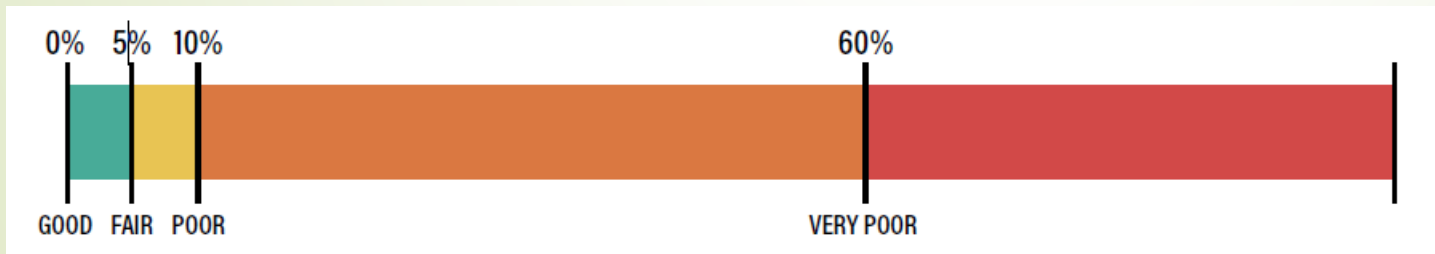
# Facilities

- FACILITIES
- Total Facilities 4
- Total Gross Square Footage (GSF) 120,420
- Total Major Facilities 2
- Total Major Facilities GSF 115,120
- Total Major Facilities(CRV) \$28,337,866
- Agency funded “108,658” Cost/GSF \$10

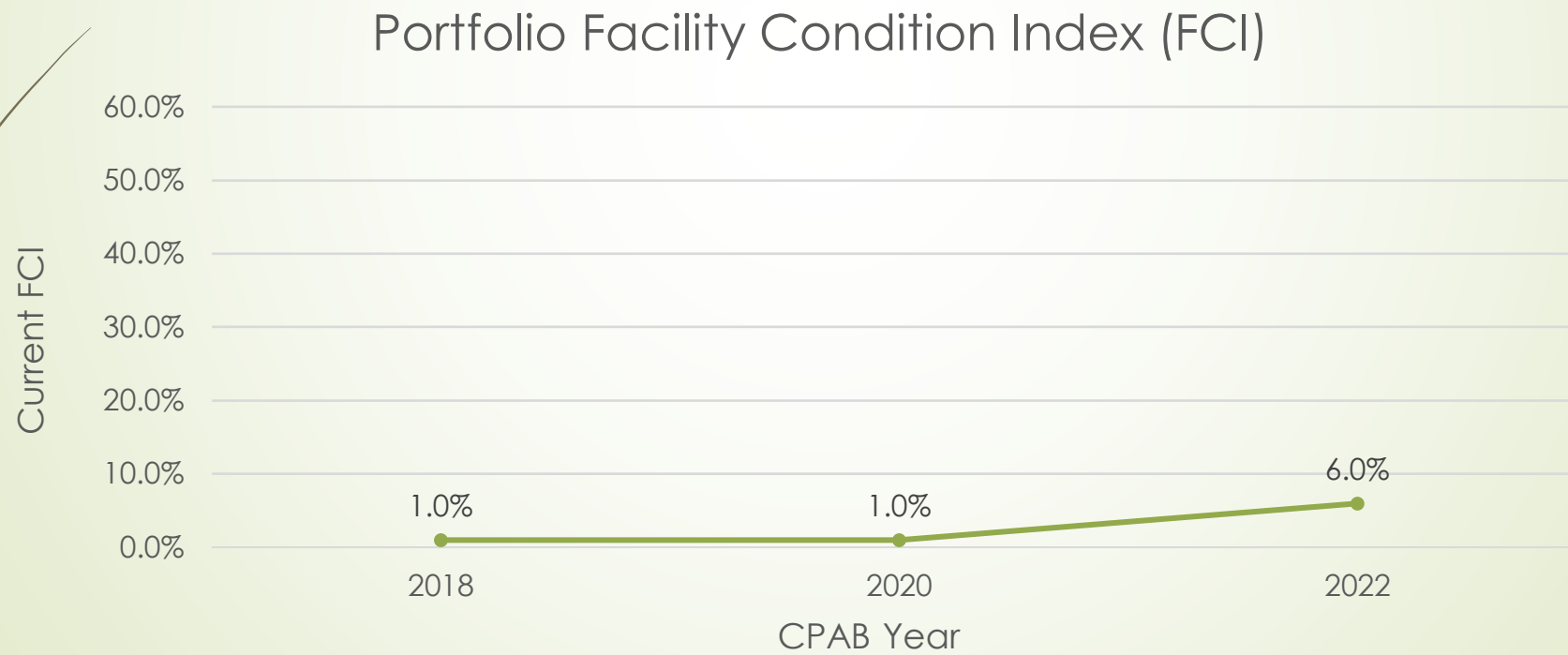
# PLAN/METRICS

## FACILITY CONDITION INDEX (FCI)

- Current facility condition index 2022-6.6.0% \*
- 2020-1%
- 2018-1%
- FCA action items account for marked increase in FCI rating.\*
- Action Items subject to review (waiting for i-plan replacement for data correction) Some data incorrect or missing\*



# FCI represented as graph



# Facility Plan Summary

AGENCY PLAN SUMMARY	DM/LIFE SAFETY (PRIORITY 1)	CAPITAL RENEWAL (PRIORITY 2)	CAPITAL RENEWAL (PRIORITY 3)	SEISMIC/RISK (PRIORITY 4)	MODERNIZATION (NET PRIORITY 5)	TOTAL
DM/CR	\$2.25M	\$1.8M	\$1.5M	\$0	\$0	\$5.8M
Resilience/Risk	\$0	\$0	\$0	\$0	\$0	\$0
Modernization	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$2.25M	\$1.8M	\$1.5M	\$0	\$0	\$5.8M



# State Lands Building dedicated 1990











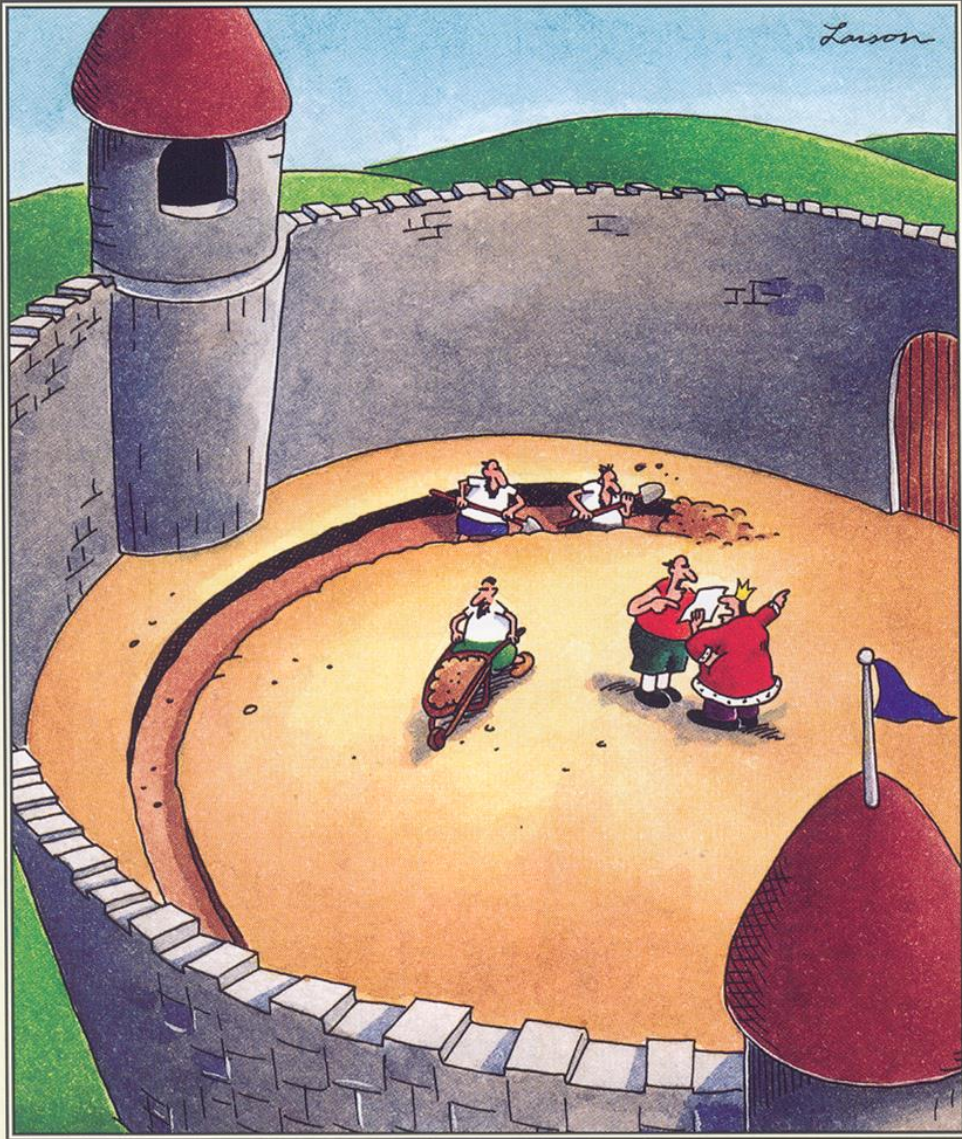








Larson



**BIG**

&

**SMALL**

**P  
R  
O  
J  
E  
C  
T  
S**

Suddenly, a heated exchange took place between the king and the moat contractor.

# Replacing building directory







- ▶ Touch directory allows visitors to contact the agency reception or staff via phone.

A large touch-screen directory for the State Lands Building. The screen displays the building's name, address (775 Summer St NE, STE 100, Salem, Oregon), and the current time (8:15 AM, Fri, Mar 19). Below this is a list of agencies and their suite numbers, each with a "Click to Call" button. The agencies listed include the Department of State Lands (DSL), Oregon State Treasury, Unclaimed Property Program (Claims Team, Holder Team, Securities, Audits), Estate Administration Program, Other, Business Oregon, Certification Office for Business, Inclusion, & Diversity, Arts Commission & Cultural Trust, Oregon Housing & Community Services (OHCS), Land Use Board of Appeals (LUBA), Oregon Watershed Enhancement Board (OWEB), and the Director's Office, Board and Policy. At the bottom of the screen, there is a search bar, a "Search" button, and a "List All" button. A weather forecast for Salem, Oregon is also visible at the bottom right of the screen.

Agencies	Suite	Click to Call
DEPARTMENT OF STATE LANDS (DSL)	100	Click to Call
OREGON STATE TREASURY	100	Click to Call
Unclaimed Property Program - Claims Team	100	Click to Call
Unclaimed Property Program - Holder Team	100	Click to Call
Unclaimed Property Program - Securities	100	Click to Call
Unclaimed Property Program - Audits	100	Click to Call
Estate Administration Program	100	Click to Call
Other	100	Click to Call
BUSINESS OREGON	200	Click to Call
Certification Office for Business, Inclusion, & Diversity	200	Click to Call
Arts Commission & Cultural Trust	200	Click to Call
OREGON HOUSING & COMMUNITY SERVICES (OHCS)	300	Click to Call
LAND USE BOARD OF APPEALS (LUBA)	330	Click to Call
OREGON WATERSHED ENHANCEMENT BOARD (OWEB)	360	Click to Call
Director's Office, Board and Policy	360	Click to Call





# Cooling tower replacement

- ▶ Failed components
- ▶ Obsolete equipment
- ▶ Leaking

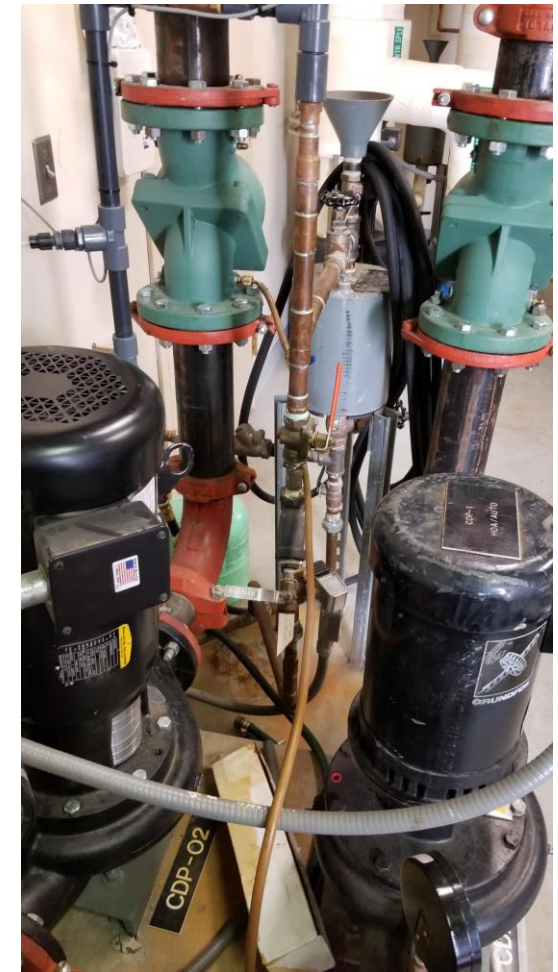


- Corrosion and leaks
- Old unit was galvanized steel
- Forced updraft model was harder to service





Two new 10hp pumps replace 30yr old 6 hp pumps.



- Removing 30 yr old unit
- Big things happen when you have a Crane

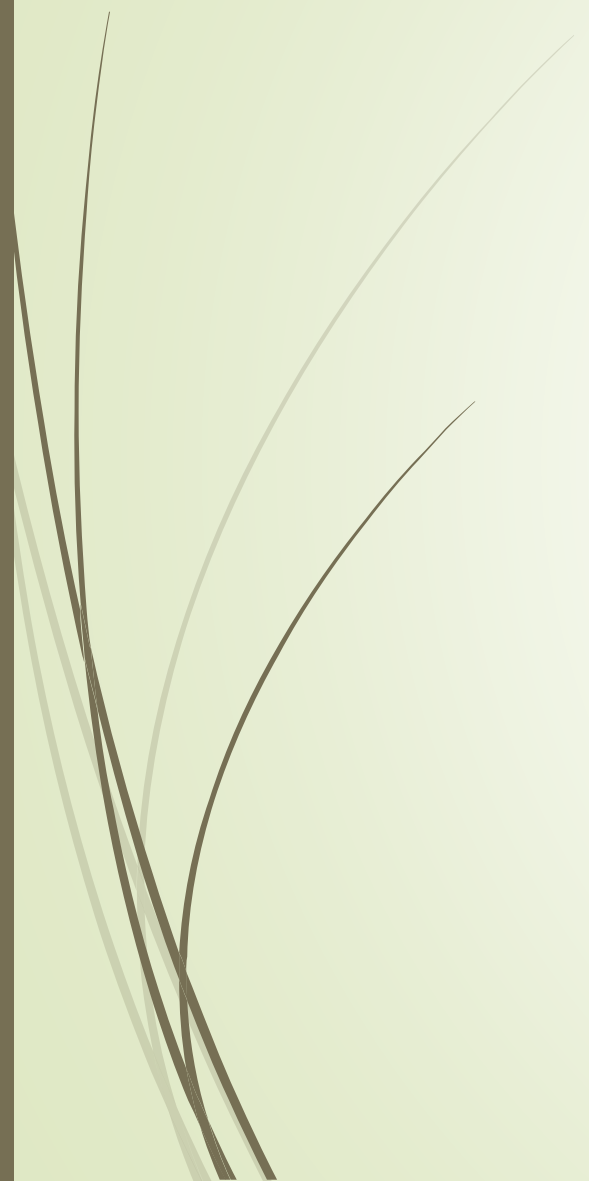




- New Evapco Unit
- Stainless Steel Upper and lower







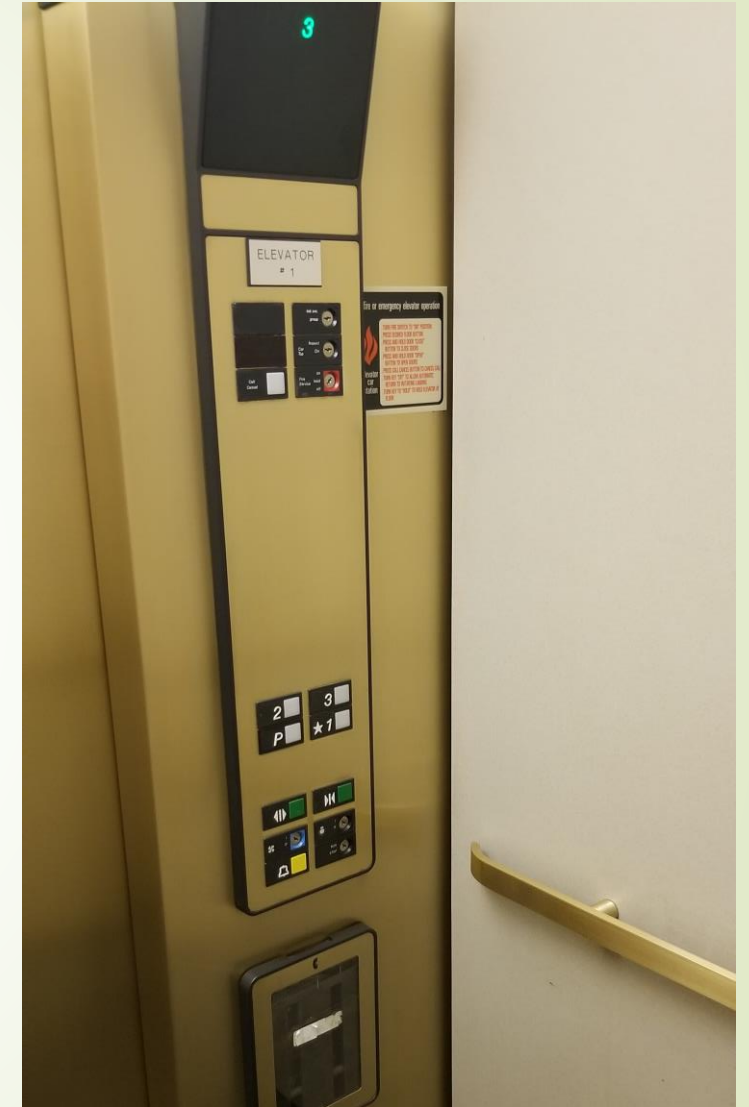




Sealed and epoxy coated tower pad

# Elevator car Refinishing

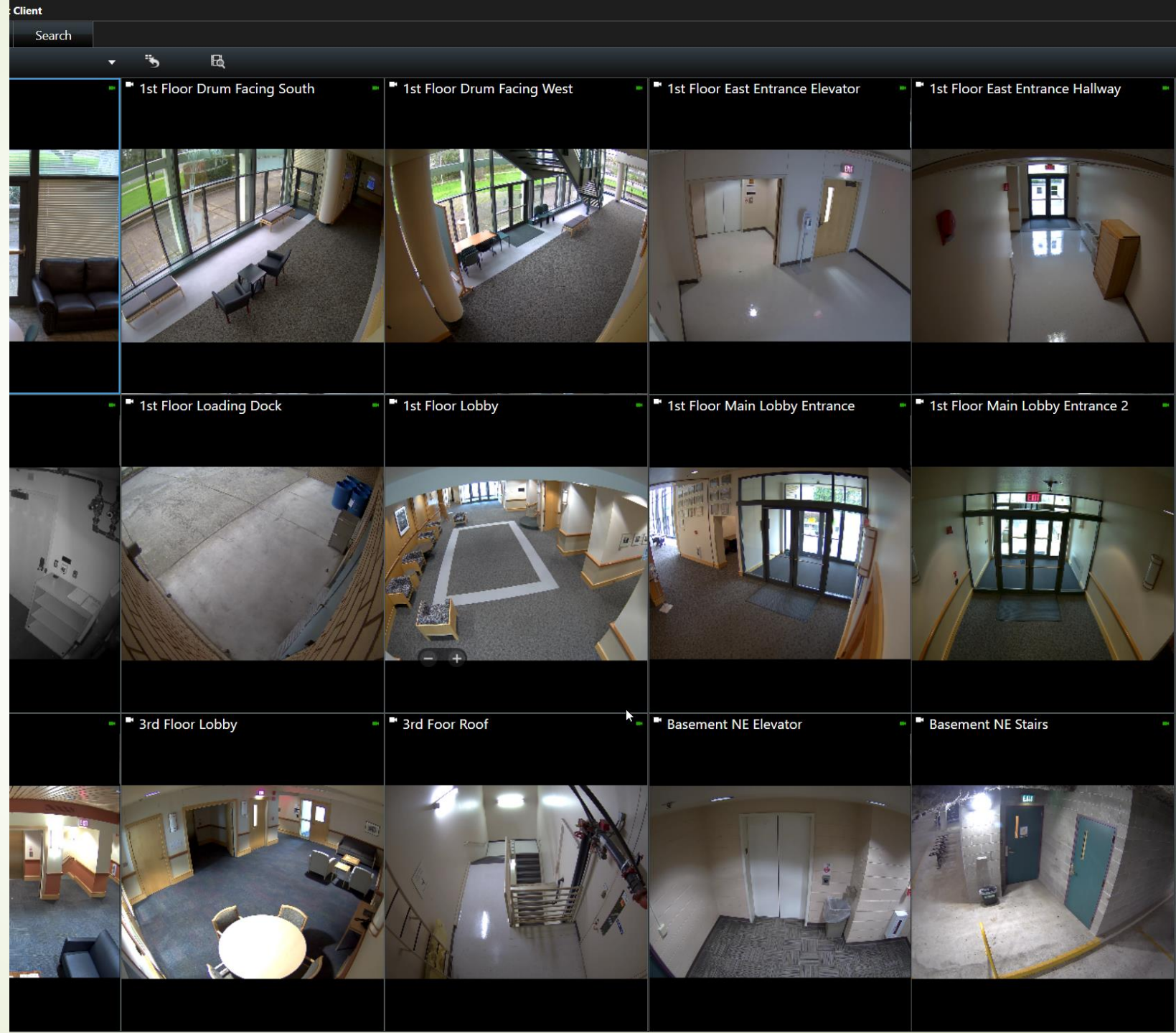
Old finishes were stripped, brass polished and recoated to renew interior elevator brass panels.



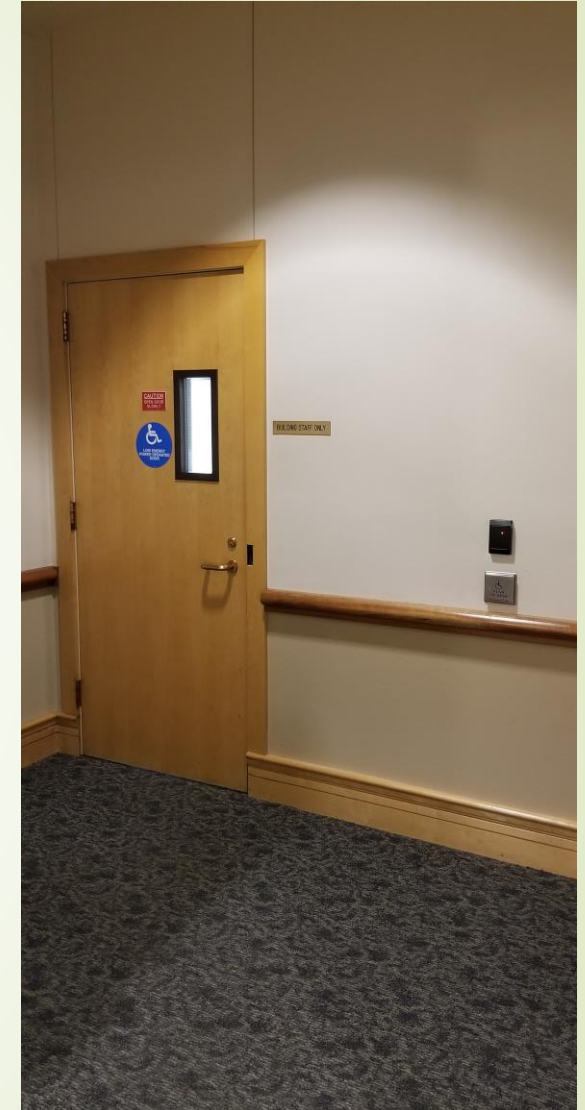


# Security Upgrades

- 18 security cameras provide entrance and egress coverage for all exterior doors and the public lobbies.



Key-card badge readers added to control break room and reception access from public lobby.

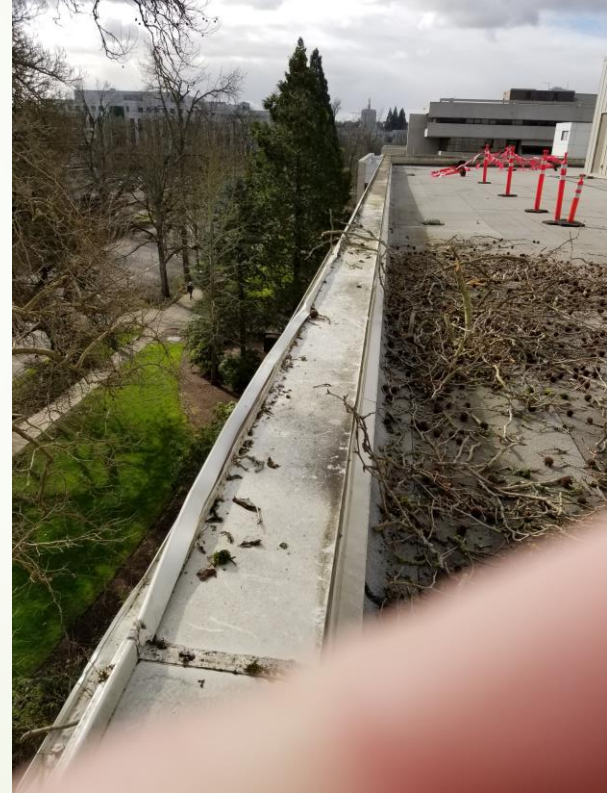




Bollard for entry with decorative cover to prevent vehicles from driving through entrance.



# Unplanned projects: Ice storm 16k in damage


















- 
- Current Projects 2021-2023
    - Elevators Upgrades
    - Failed Window Replacements
  - Obsolete , no new parts?
  - Original to building
  - Future controls and car
  - upgrades are needed
  - Procurement for Contract in progress









South Slough interpretive center











# Current project South Slough

- ▶ ***Improve energy efficiency, accessibility, and inclusivity of the Visitor Center for all abilities by updating current entrance and interior access doors***
- ▶ This goal will be achieved by installing three exterior doorways and two interior doorways that are compliant with the Americans with Disabilities Act (ADA), with accessible thresholds and automatic door openers.
- ▶ **Current Status:** This project kicked off in July of 2021.
- ▶ **ADA Automatic Door Installation:** Staff have started the scope of work for this goal with plans to have the RFQ process go out Spring 2022.



# Future Project

- ▶ **Improve energy efficiency, accessibility, and inclusivity of restrooms for all abilities and genders.** This goal includes creating four separate restrooms that are gender-neutral and handicapped accessible through ADA doors with automatic door openers. These restrooms will be updated with energy efficient fixtures that conserve water and energy (toilets, lighting, hands free hand dryer/soap/faucets/heat pump).

Benefits that will result from the renovation will include inclusivity for all genders, greater accessibility for all abilities and energy efficient upgrades that will allow us to reduce our carbon footprint and conserve water. This goal will rectify existing accessibility issues that are currently preventing us from accommodating and serving senior living centers.

**Restroom Renovations:** Staff started the process for updating the building plans for the restroom renovation. SSNERR contracted with a local architect for updating the plans where we will be including energy efficient wherever we can as well as accessibility for all visitors of the reserve.



Thank you



Facility Plan - Maintenance Priority 1-4  
2023-25 Biennium

Agency Name Department of State Lands

Current Maintenance Priority 1-4 for Owned Assets Over \$1M CRV<sup>1</sup>

iPlan Data (Incl Soft Costs)													Agency Input	
Campus	Building ID	Building Name	Construction Year <sup>2</sup>	Gross Square Footage	Current (Calculated) Replacement Value <sup>3</sup>	Priority 1 - Currently Critical (Life Safety, DM, Code Compliance) <sup>4</sup>	Priority 2 - Potentially Critical (Near Term Capital Renewal, Energy, Functionality) <sup>5</sup>	Priority 3 - Not Yet Critical (Mid-term) <sup>6</sup>	Priority 4 - Seismic + Natural Hazard Remediation (if applicable) <sup>7</sup>	Total (G+H+I+J)	Current FCI <sup>8</sup> less Seismic Nat Haz = Columns (G+H+I) / F	2021-23 LAB Approved	Remaining Current Need (Estimated) = Columns K-M	
A	B	C	D	E	F	G	H	I	J	K	L	M	N	
DSL - South Slough Reserve	5436	South Slough Reserve - Interpretive Center	1986	6,462	\$3,460,666	\$3,714	\$312,716	\$94,720	\$0	\$411,149	11.9%	\$74,197	\$336,952	
DSL - South Slough Reserve	5433	State Lands	1990	108,658	\$24,877,200	\$2,177,230	\$1,357,717	\$1,212,126	\$0	\$4,747,073	19.1%	\$208,600	\$4,538,473	
<b>Subtotal Over \$1M CRV</b>				<b>115,120</b>	<b>28,337,866</b>	<b>2,180,944</b>	<b>1,670,433</b>	<b>1,306,846</b>	<b>0</b>	<b>5,158,223</b>	<b>18.2%</b>	<b>\$282,797</b>	<b>\$4,875,426</b>	
				120,420	28,823,849	2,259,515	1,806,883	1,510,296		5,576,694				

Maintenance Priority 1-4 for Owned Assets Under \$1M CRV (Optional) - This is not required for the budget submission or CPAB Report. Agencies may choose to complete.

iPlan Data (Incl Soft Costs)													Agency Input	
Campus	Building ID	Building Name	Construction Year <sup>2</sup>	Gross Square Footage	Current (Calculated) Replacement Value <sup>3</sup>	Priority 1 - Currently Critical (Life Safety, DM, Code Compliance) <sup>4</sup>	Priority 2 - Potentially Critical (Near Term Capital Renewal, Energy, Functionality) <sup>5</sup>	Priority 3 - Not Yet Critical (Mid-term) <sup>6</sup>	Leave Blank	Total (G+H+I)	Current FCI <sup>8</sup> less Seismic Nat Haz = Columns (G+H+I) / F	2021-23 LAB Approved	Remaining Current Need (Estimated) = Columns J-L	
A	B	C	D	E	F	G	H	I	J	K	L	M	N	
DSL - South Slough Reserve	5435	South Slough Reserve - Spruce House	1970	1,400	\$157,762	\$59,078	\$68,659	\$163,787	\$0	\$291,523	184.8%	\$0	\$291,523	
DSL - South Slough Reserve	5434	South Slough Reserve - Maintenance Building	1997	3,900	\$328,220	\$19,494	\$67,792	\$39,663	\$0	\$126,949	38.7%	\$0	\$126,949	
<b>Subtotal Under \$1M CRV</b>				<b>5,300</b>	<b>485,983</b>	<b>78,572</b>	<b>136,450</b>	<b>203,450</b>		<b>418,472</b>	<b>86.1%</b>	<b>\$0</b>	<b>\$418,472</b>	

Definitions

<b>Current Maintenance Priority 1-4</b>	<b>1</b>	Current costs for all facility maintenance and deferred maintenance except those that are covered in operations and maintenance budgets (routine maintenance).
<b>Construction Year</b>	<b>2</b>	Original Construction Year
<b>Current Replacement Value</b>	<b>3</b>	Current Replacement Value Reported to Risk Management <i>or</i> Calculated Replacement Value Reported from Facility Conditions Assessment (FCA)
<b>Priority One: Currently Critical</b>	<b>4</b>	From the Budget Instruction: Priority One projects are conditions that require immediate action in order to address code and accessibility violations that affect life safety. Building envelope issues (roof, sides, windows and doors) that pose immediate safety concerns should be included in this category.
<b>Priority Two: Potentially Critical</b>	<b>5</b>	From the Budget Instruction: Priority Two projects are to be undertaken in the near future to maintain the integrity of the facility and accommodate current agency program requirements. Included are systems that are functioning improperly or at limited capacity, and if not addressed, will cause additional system deterioration and added repair costs. Also included are significant building envelope issues (roof, sides, windows and doors) that, if not addressed, will cause additional system deterioration and added repair costs.
<b>Priority Three: Necessary - Not yet Critical</b>	<b>6</b>	From the Budget Instructions: Priority Three projects could be undertaken in the near to mid-term future to maintain the integrity of a building and to address building systems, building components and site work that have reached or exceeded their useful life based on industry standards, but are still functioning in some capacity. These projects may require attention currently to avoid deterioration, potential downtime and consequently higher costs if corrective action is deferred.
<b>Priority Four: Seismic and Natural Hazard Remediation</b>	<b>7</b>	From the Budget Instructions: Priority Four projects improve seismic performance of buildings constructed prior to 1995 building code changes to protect occupants, minimize building damage and speed recovery after a major earthquake. Projects also include those that mitigate significant flood hazards.
<b>Facility Condition Index</b>	<b>8</b>	A calculated measure of facility condition relative to its current replacement value (expressed as a percentage)



Facility Plan - Maintenance Priority 1-4  
2023-25 Biennium

Agency Name Department of State Lands

10 Year Maintenance Priority 1-4 for Owned Assets Over \$1M CRV<sup>1</sup>

Campus	Building ID	Building Name	iPlan Data (Incl Soft Costs)										Agency Input		
			Construction Year <sup>2</sup>	Gross Square Footage	Current (Calculated) Replacement Value <sup>3</sup>	Priority 1 - Currently Critical (Life Safety, DM, Code Compliance) <sup>4</sup>	Priority 2 - Potentially Critical (Near Term Seismic, Nat Haz, Renewal Energy, Functionality) <sup>5</sup>	Priority 3 - Not Yet Critical (Mid-term) <sup>6</sup>	Priority 4 - Seismic + Natural Hazard Remediation (if applicable) <sup>7</sup>	Total (G+HH+J)	Current FCF less Seismic Nat Haz = (G+HH)/F	2021-23 LAB Approved	2023-25 Requested Budget	Remaining 10 Year Need (Estimated) = Columns K-L-M	
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
DSL - South Slough Reserve	5436	South Slough Reserve - Interpretive Center	1986	6,482	\$3,460,666	\$3,714	\$312,716	\$470,471	\$0	\$786,900	22.738%	\$74,197	\$0	\$712,703	
DSL - South Slough Reserve	5433	State Lands	1990	108,658	\$24,877,200	\$2,184,404	\$1,357,717	\$1,665,860	\$0	\$5,207,981	20.935%	\$208,600	\$0	\$4,999,381	
<b>Subtotal Over \$1M CRV</b>				<b>115,120</b>	<b>28,337,866</b>	<b>2,188,117</b>	<b>1,670,433</b>	<b>2,136,331</b>	<b>0</b>	<b>5,994,881</b>	<b>21.155%</b>	<b>\$282,797</b>	<b>\$0</b>	<b>\$5,712,084</b>	
				120,420	28,823,849	2,266,689	1,806,883	2,422,218		6,495,790					

Maintenance Priority 1-4 for Owned Assets Under \$1M CRV (Optional) - This is not required for the budget submission or CPAB Report. Agencies may choose to complete.

Campus	Building ID	Building Name	iPlan Data (Incl Soft Costs)										Agency Input		
			Construction Year <sup>2</sup>	Gross Square Footage	Current (Calculated) Replacement Value <sup>3</sup>	Priority 1 - Currently Critical (Life Safety, DM, Code Compliance) <sup>4</sup>	Priority 2 - Potentially Critical (Near Term Seismic, Nat Haz, Renewal Energy, Functionality) <sup>5</sup>	Priority 3 - Not Yet Critical (Mid-term) <sup>6</sup>	Leave Blank	Total (G+HH)	Current FCF less Seismic Nat Haz = (G+HH)/F	2021-23 LAB Approved	2023-25 Requested Budget	Remaining 10 Year Need (Estimated) = Columns K-L-M	
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
DSL - South Slough Reserve	5435	South Slough Reserve - Spruce House	1970	1,400	\$157,762	\$59,078	\$68,659	\$200,406	\$0	\$328,142	208.0%	\$0	\$0	\$328,142	
DSL - South Slough Reserve	5434	South Slough Reserve - Maintenance Building	1997	3,900	\$328,220	\$19,494	\$67,792	\$85,481	\$0	\$172,767	52.6%	\$0	\$0	\$172,767	
<b>Subtotal Under \$1M CRV</b>				<b>5,300</b>	<b>485,983</b>	<b>78,572</b>	<b>136,450</b>	<b>285,887</b>	<b>0</b>	<b>500,909</b>	<b>103.1%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,909</b>	

Definitions	
Current Maintenance Priority 1-4	1 Current costs for all facility maintenance and deferred maintenance except those that are covered in operations and maintenance budgets (routine maintenance).
Construction Year	2 Original Construction Year
Current Replacement Value	3 Current Replacement Value Reported to Risk Management <b>or Calculated Replacement Value Reported from Facility Conditions Assessment (FCA)</b>
Priority One: Currently Critical	4 From the Budget Instruction: Priority One projects are conditions that require immediate action in order to address code and accessibility violations that affect life safety. Building envelope issues (roof, sides, windows and doors) that pose immediate safety concerns should be included in this category.
Priority Two: Potentially Critical	5 From the Budget Instruction: Priority Two projects are to be undertaken in the near future to maintain the integrity of the facility and accommodate current agency program requirements. Included are systems that are functioning improperly or at limited capacity, and if not addressed, will cause additional system deterioration and added repair costs. Also included are significant building envelope issues (roof, sides, windows and doors) that, if not addressed, will cause additional system deterioration and added repair costs.
Priority Three: Necessary - Not yet Critical	6 From the Budget Instructions: Priority Three projects could be undertaken in the near to mid-term future to maintain the integrity of a building and to address building systems, building components and site work that have reached or exceeded their useful life based on industry standards, but are still functioning in some capacity. These projects may require attention currently to avoid deterioration, potential downtime and consequently higher costs if corrective action is deferred.
Priority Four: Seismic and Natural Hazard Remediation	7 From the Budget Instructions: Priority Four projects improve seismic performance of buildings constructed prior to 1995 building code changes to protect occupants, minimize building damage and speed recovery after a major earthquake. Projects also include those that mitigate significant flood hazards.
Facility Condition Index	8 A calculated measure of facility condition relative to its current replacement value (expressed as a percentage)

Facility Plan - Maintenance Priority 5  
2023-25 Biennium

Agency Name Department of State Lands

Current Maintenance Priority 5<sup>1</sup> for Owned Assets Over \$1M CRV

iPlan Data (Incl Soft Costs)						Agency Input				
Campus	Building ID	Building Name	Construction Year <sup>2</sup>	Gross Square Footage	Current (Calculated) Replacement Value <sup>3</sup>	Modernization Estimate	Notes/Description	2021-23 LAB Approved	2023-25 Requested Budget	Remaining Need (Estimated) = Columns G-I-J
A	B	C	D	E	F	G	H	I	J	K
DSL - South Slough Reserve	5436	South Slough Reserve - Interpretive Center	1986	6,462	3,183,015	\$0		\$0	\$0	\$0
DSL - South Slough Reserve	5433	State Lands	1990	108,658	23,196,524	\$0		\$0	\$0	\$0
<b>Subtotal Over \$1M CRV</b>				<b>115,120</b>	<b>26,379,539</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Definitions

<b>Priority Five: Modernization</b>	<b>1</b>	From the Budget Instructions: Priority Five projects are alterations or replacement of facilities solely to implement new or higher standards to accommodate new functions, significantly improve existing functionality as well as replacement of building components that typically last more than 50 years (such as the building structure or foundations). These standards include system and aesthetic upgrades which represent sensible improvements to the existing condition. These projects improve the overall usability and reduce long-term maintenance requirements. Given the significant nature of these projects, the work typically addresses deficiencies that do not conform to current codes, but are 'grandfathered' in their existing condition to the extent feasible.
<b>Construction Year</b>	<b>2</b>	Original Construction Year
<b>Current Replacement Value</b>	<b>3</b>	Current Replacement Value Reported to Risk Management <i>or</i> <b>Calculated Replacement Value Reported from Facility Conditions Assessment (FCA)</b>



**Facility Plan - Facilities Planning Narrative 107BF02**

**2023-25 Biennium**

**Agency Name** Department of State Lands

<p>1. What are the key drivers for your agency's facility needs, and how do you measure space/facility demand?</p> <ul style="list-style-type: none"><li>• DSL desires to meet sustainability and energy conservation needs in our facility operations.</li><li>• Provide a professional and welcoming location for DSL customers to do business.</li><li>• Respond to the needs of the tenants that rent space in the Lands building.</li></ul> <p>DSL staffing levels have increased in the past year , space occupied on the first floor of the Salem office was at peak capacity. However with the transfer of our unclaimed property division to treasury and more teleworking staff, new space has become available. Any future increases in staffing levels can be met by expanding into space vacated by tenant state agencies. Space is currently rented to other state agencies, primarily Business Oregon , Oregon Watershed Enhancement Board, LUBA and Oregon Housing and Community services.</p>
<p>2. What are the key facility-related challenges over the next 10-years? (Please answer in order of priority)</p> <ul style="list-style-type: none"><li>• Repairing the infrastructure of an aging buildings restrooms, elevators, flooring, paint, windows, roofing systems, and lighting .</li><li>• Meeting building energy and resource usage reduction requirements though system upgrades.</li><li>• Modernization and remodeling of building systems to include seismic evaluation and upgrades.</li></ul> <p>• DSL agency funded our own FCA that will assist us to plan our facilities needs for the next 10 years</p>
<p>3. What do you need to meet these challenges?</p> <p>DSL is capable of procuring the necessary A &amp; E services and construction/ repair contracts with our in house contracting and facilitates staff. DSL is self funding though the common school fund. Our agency would benefit from an increased project management valuation threshold from 150k to 500k. Or consent deligated authoity. Our planning and project costs are increased by DAS procurements legislative right to contol contracts over 150k, that has added delays to project initiation, completion and added administartive costs.Those barriers cause delays and increase costs against the common school fund and reduce funding for oregons schools.</p>

Facility Plan - Facility Summary Report 107BF16a  
2023-25 Biennium

Agency Name Department of State Lands

Table A: Owned Assets Over \$1M CRV		FY 2022 DATA			
Total Number of Facilities Over \$1M			2		
Current Replacement Value \$ (CRV)	1	\$28,337,866		Source	4 RISK Risk or FCA
Total Gross Square Feet (GSF)		115,120			
Office/Administrative Usable Square Feet (USF)	2	16,911		Estimate/Actual	5 15% % USF/GSF
Occupants Position Count (PC)	3	75		Office/Admin USF/PC	6 225
				or Agency Measure	7

DSL PC is half other tenants. DSL does not dictate the more liberal usage of their tenants  
DSL is calculating their Agency GSF used and GSL position counts

Table B: Owned facilities under \$1M CRV	
Number of Facilities Under \$1M	2
CRV	1 458592
Total Gross Square Feet (GSF)	5300

Table C: Leased Facilities					
Total Rented SF	8	6,360			
Total 2021-23 Biennial Lease Cost		\$202,289			
Additional 2021-23 Costs for Lease Properties (O&M)	9	0			
Office/Administrative Usable Square Feet (USF)	2	6,028		Estimate/Actual	5 94% % USF/GSF
Occupants Position Count (PC)	3	12		Office/Admin USF/PC	6 502

Definitions

CRV	1	Current Replacement Value Reported to Risk Management <b>or Calculated Replacement Value Reported from iPlan Facility Conditions Assessment (FCA)</b>
USF	2	Usable Square Feet per BOMA definition for office/administrative uses. Area of a floor occupiable by a tenant where personnel or furniture are normally housed plus building amenity areas that are convertible to occupant area and not required by code or for the operations of a building. If not known, estimate the percentage.
Occupant Position Count (PC)	3	Total Legislatively Approved Budget (LAB) Position Count within the buildings or leases as applicable.
Source	4	Enter Source of CRV as "Risk" or "FCA"
Estimate/Actual	5	Use actual USF % of USF to GSF, if available. If not known, estimate the percentage.
Office/Administrative USF/PC	6	Divide your USF by your position count. If office/admin space is a less than 10% of your space use, fill in N/A and fill in #7, "Agency Measure".
Agency Measure	7	If not using USF/PC, insert Agency Measure as defined in 107BF02 question #1.
RSF	8	Rentable SF per BOMA definition. The total usable area plus a pro-rated allocation of the floor and building common areas within a building.
O&M	9	Total Operations and Maintenance Costs for facilities including all maintenance, utilities and janitorial



Agency Name Department of State Lands

**Facilities Operations and Maintenance (O&M) Budget excluding Capital Improvements and Deferred Maintenance**

Personal Services (PS) Operations and Maintenance  
Services and Supplies (S&S) Operations and Maintenance  
Utilities not included in PS and S&S above  
**Total O&M**  
**O&M \$/SF**

1	2019-21 Actual	2021-23 LAB	2023-25 Budgeted	2025-27 Budgeted
	\$244,898.00	\$254,359.00	\$267,076	\$280,429
	\$779,473.00	\$574,665.00	\$603,398	\$633,567
	\$0.00	\$0.00	0	
	\$1,024,371.00	\$829,024.00	\$870,474	\$913,996
	9.43	7.63	\$8	\$8.41

Total O&M SF 108,658 Include only the SF for which your agency provides O&M funding.

O&M Estimated Fund Split Percentage %

2	General Fund	Lottery Fund	Other Funds	Federal Funds
			100%	

**Deferred Maintenance Funding In Current Budget Model**

**Total Short and Long Term Deferred Maintenance Plan for Facilities**

Priorities 1-3 - Currently, Potentially and Not Yet Critical  
Priority 4 - Seismic & Natural Hazard  
Priority 5 - Modernization  
**Total Priority Need**  
**Facility Condition Index (Priority 1-3 Needs/CRV)**

3	2023-25 Biennium		Ongoing Budgeted (non POP)	Ongoing Budgeted (non POP)
	Current Costs 2021	Ten Year Projection	2023-25 Budgeted SB 1067 (2% CRV min.)	2025-27 Projected SB 1067 (2% CRV min.)
4,5,6	1,885,455	\$6,495,790	\$550,000	\$550,000
7	\$0	\$0		
8				
	1,885,455	6,495,790		
9	6.650%	22.923%	4.713%	20.982%

SB 1067 Guidance Below  
If your allocation is <- 2%, replace with your value

(minus DM funding in current budget model)

Assets CRV \$28,337,866 Current Replacement Value Reported to Risk or Calculated Replacement Value Reported from Facility Conditions Assessment (FCA)

Process/Software for routine maintenance (O&M)  
Process/Software for deferred maintenance/renewal

Solar winds workorder system : Ongoing requests for facilities issues and service are routed through the IT work order system. Work orders are then routed to the facilities operations specialist to complete, or procure a contractor, or work with procurement officer to solicit for bid. This system keeps the work orders in a que that tracks progress by hours committed to repair, cost and customer feedback . It does not however have a routine maintenance scheduler. This is done via an annual spreadsheet of routine mainenentce items by month.

Provide narrative

Solar Winds allows work orders to be classified as projects and will stay in the system until completed or closed out.

Provide narrative

Common school fund and rental space income maintenance account for Salem office

Provide narrative

Process for funding facilities maintenance

From IPlan FCA

**Definitions**

<b>Facilities Operations and Maintenance Budget</b>	1	The Facilities Operations and Maintenance budget includes costs to operate and maintain facilities and keep them in repair including utilities, janitorial and maintenance costs. Maintenance costs are categorized as external building (roof, siding, windows, etc.); interior systems (electrical, mechanical, interior walls, doors, etc.); roads and ground (groundskeeper, parking lots, sidewalks, etc.) and centrally operated systems (electrical, mechanical, etc.). Agencies with significant facilities may include support staff if directly associated with facilities maintenance activities. Do not include other overhead costs such as accounting, central government charges, etc.
<b>O&amp;M Estimated Fund Split Percentage %</b>	2	Show the fund split by percentage of fund source allocated to facility O&M for your agency
<b>Total Short and Long Term Maintenance and Deferred Maintenance Plan for Facilities Value Over \$1M</b>	3	All Maintenance excluding routine O&M costs. 23-25 and 25-27 auto-populates with 2% of the sum of your agency portfolio's CRV. Written to deliver on SB 1067: SECTION 9. (1) Each biennium, the Governor shall propose as part of the Governor's recommended budget an amount for deferred maintenance and capital improvements on existing state-owned buildings and infrastructure that is equivalent to at least two percent of the current replacement value of the state-owned buildings and infrastructure.
<b>Priority One: Currently Critical</b>	4	From the Budget Instruction: Priority One projects are conditions that require immediate action in order to address code and accessibility violations that affect life safety. Building envelope issues (roof, sides, windows and doors) that pose immediate safety concerns should be included in this category.
<b>Priority Two: Potentially Critical</b>	5	From the Budget Instruction: Priority Two projects are to be undertaken in the near future to maintain the integrity of the facility and accommodate current agency program requirements. Included are systems that are functioning improperly or at limited capacity, and if not addressed, will cause additional system deterioration and added repair costs. Also included are significant building envelope issues (roof, sides, windows and doors) that, if not addressed, will cause additional system deterioration and added repair costs.
<b>Priority Three: Necessary - Not yet Critical</b>	6	From the Budget Instructions: Priority Three projects could be undertaken in the near to mid-term future to maintain the integrity of a building and to address building systems, building components and site work that have reached or exceeded their useful life based on industry standards, but are still functioning in some capacity. These projects may require attention currently to avoid deterioration, potential downtime and consequently higher costs if corrective action is deferred.
<b>Priority Four: Seismic and Natural Hazard Remediation</b>	7	From the Budget Instructions: Priority Four projects improve seismic performance of buildings constructed prior to 1995 building code changes to protect occupants, minimize building damage and speed recovery after a major earthquake. Projects also include those that mitigate significant flood hazards.
<b>Priority Five: Modernization</b>	8	From the Budget Instructions: Priority Five projects are alterations or replacement of facilities solely to implement new or higher standards to accommodate new functions, significantly improve existing functionality as well as replacement of building components that typically last more than 50 years (such as the building structure or foundations). These standards include system and aesthetic upgrades which represent sensible improvements to the existing condition. These projects improve the overall usability and reduce long-term maintenance requirements. Given the significant nature of these projects, the work typically addresses deficiencies that do not conform to current codes, but are 'grandfathered' in their existing condition to the extent feasible.
<b>Facility Condition Index</b>	9	A calculated measure of facility condition relative to its current replacement value (expressed as a percentage)

Note: Complete a separate form for each project

<b>Agency</b>	Department of State Lands		<b>Schedule</b>		
<b>Project Name</b>	NO PROJECTS PLANNED AT THIS TIME	<b>Cost Estimate</b>	<b>Cost Est. Date</b>	<b>Start Date</b>	<b>Est. Completion</b>
<b>Address /Location</b>		<b>GSF</b>	<b># Stories</b>	<b>Land Use/Zoning Satisfied</b>	
				Y	N

<b>Funding Source/s: Show the distribution of dollars by funding source for the full project cost.</b>	<b>General Funds</b>	<b>Lottery</b>	<b>Other</b>	<b>Federal</b>

<b>Description of Agency Business/Master Plan and Project Purpose/Problem to be Corrected</b>
NONE

<b>Project Scope and Alternates Considered</b>
NONE

**Project Budget Estimate - Escalate to the mid-point of construction. Use 4.5% Annual Escalation.**

<b>DIRECT CONSTRUCTION COSTS</b>	<b>\$</b>	<b>% Project Cost</b>	<b>\$/GSF</b>
1 Building Cost Estimate			
2 Site Cost Estimate (20 Ft beyond building footprint)			
3 <b>TOTAL DIRECT CONSTRUCTION COSTS</b>	=		

<b>INDIRECT CONSTRUCTION COSTS</b>			
4 Owner Equipment / Furnishings / Special Systems			
5 Construction Related Permits & Fees			
6 Other Indirect Construction Costs Including 1% Art, 1.5% Renewable Energy and other state requirements			
7 Architectural, Engineering Consultants			
8 Other Design and PM Costs			
9 Relocation/Swing Space Costs			
10 <b>TOTAL SOFT COSTS</b>			

11 <b>OWNER'S PROJECT CONTINGENCY</b>			
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<b>TOTAL PROJECT COST</b>	<b>\$</b>	<b>% Project Cost</b>	<b>\$/GSF</b>

Cost Estimate Source (EG Agency, Cost Estimator, A/E, etc.)

<b>Project Image/Illustration (optional)</b>

**Facility Plan - 10 Year Space Needs Summary Report  
2023-25 Biennium**

No Plans at this time for these categories at this time

**Agency Name** Department of State Lands

*Note: List each project/lease or disposal separately.*

**Proposed New Construction or Acquisition - Complete for 5 Biennia**

Biennium	Agency Priority	Concept/Project Name	Description	GSF	Position Count <sup>1</sup>	General Fund	Other Funds	Lottery Funds	Federal Funds	Estimated Cost/Total Funds
2023-25		N/A								
2025-27		N/A								
2027-29										
2029-31										
2031-33										

**Proposed Lease Changes over 10,000 RSF - Complete for 3 Biennia**

Biennium	Location	Description/Use	Term in Years	Total RSF <sup>2</sup> +/- (added or eliminated)	USF <sup>3</sup>	Position Count <sup>1</sup>	Biennial \$ Rent/RSF <sup>2</sup>	Biennial \$ O&M <sup>4</sup> /RSF <sup>2</sup> not included in base rent payment	Total Cost/Biennium
	N/A			A	B	C	D	E	(D+E) * A

**Proposed Lease Changes over 10,000 RSF - Complete for 3 Biennia**

Biennium	Location	Description/Use	Term in Years	Total RSF <sup>2</sup> +/- (added or eliminated)	USF <sup>3</sup>	Position Count <sup>1</sup>	Biennial \$ Rent/RSF <sup>2</sup>	Biennial \$ O&M <sup>4</sup> /RSF <sup>2</sup> not included in base rent payment	Total Cost/Biennium
	N/A			A	B	C	D	E	(D+E) * A

**Planned Disposal of Owned Facility**

Biennium	Facility Name	Description

**Definitions**

<b>Occupant Position Count (PC)</b>	<b>1</b>	Estimated Position Count assigned to (home location) each building or lease as applicable
<b>RSF</b>	<b>2</b>	Rentable SF per BOMA definition. The total usable area plus a pro-rated allocation of the floor and building common areas within a building.
<b>USF</b>	<b>3</b>	Usable Square Feet per BOMA definition for office/administrative uses. Area of a floor occupiable by a tenant where personnel or furniture are normally housed plus building amenity areas that are convertible to occupant area and not required by code or for the operations of a building. If not known, estimate the percentage.
<b>O&amp;M</b>	<b>4</b>	Total Operations and Maintenance Costs for facilities including all maintenance, utilities and janitorial