

# Building and Grounds Capital Improvements

## BUILDINGS AND GROUNDS OVERVIEW

Valley Water's Almaden-Winfield campus occupies nearly 50 acres along Almaden Expressway in the City of San Jose. Valley Water manages the campus to ensure a healthful and safe work environment for employees and visitors. The campus includes 10 buildings, multiple parking lots, a corporation yard, landscaping, and other appurtenances.

With most of the buildings on campus over 30 years old, the rehabilitation needs have steadily increased in recent years. Valley Water administers an asset management program for its buildings and grounds infrastructure that includes a schedule for maintenance and rehabilitation to ensure that each facility functions as intended over its useful life.

### *Major Capital Improvements Identified in the CIP*

- Facility Management, Small Capital Improvements
- Headquarters Operations Building

## CIP PLANNING PROCESS AND FINANCIAL ANALYSIS

The annual CIP Planning Process starts with collecting information on proposed new capital projects in July, followed by the validation of proposed new projects, preliminary scoping, review and financial analyses to produce a Draft CIP in February.

The Board then authorizes release of the Draft CIP to the public and local municipalities for review, conducts a public hearing, and approves the resolution to adopt the Final CIP in May.

Financial analysis of the following funding sources for buildings and grounds capital improvements was conducted to determine if there are limitations to funding all the proposed capital projects:

- Watershed and Stream Stewardship Fund
- General Fund
- Water Utility Enterprise Fund

The CIP Planning Process concluded that the Facility Management, Small Capital Improvements funding will be increased from \$2 million per year to \$3 million per year to meet Buildings and Grounds needs. Valley Water's Almaden Campus facilities are at or approaching full capacity. Staff, with the assistance of a consultant, are exploring alternatives to improve the facilities on the Almaden and Winfield campus, upgrade the employee work environment and maintain Valley Water facility assets. The Headquarters Operations Building project is a placeholder to fund the design and construction of the improvements approved by the Board.

# Building and Grounds Capital Improvements

The following table is a project funding schedule for buildings and grounds capital improvements resulting from this year's financial analysis. Detailed information for each project can be found in this document on the following pages in the order presented in this table. The chart also identifies partially funded projects and estimated unspent appropriation from FY 2019-20.

## Buildings and Grounds Capital Improvements (\$K)

Project Number	PROJECT NAME	Through FY19	FY20	FY20 Unspent	FY21	FY22	FY23	FY24	FY25	FY26-35	TOTAL
60204016	Facility Management, Small Capital Improvements	n/a	2,063	-	3,016	2,984	3,000	3,000	3,000	15,000	32,063
60204032	Headquarters Operations Building	20	0	-	-	2,204	2,199	6,784	2,553	2,655	16,415
<b>TOTAL</b>		20	2,063	-	3,016	5,188	5,199	9,784	5,553	17,655	48,478

 FY 2019-20 Funds to be reappropriated

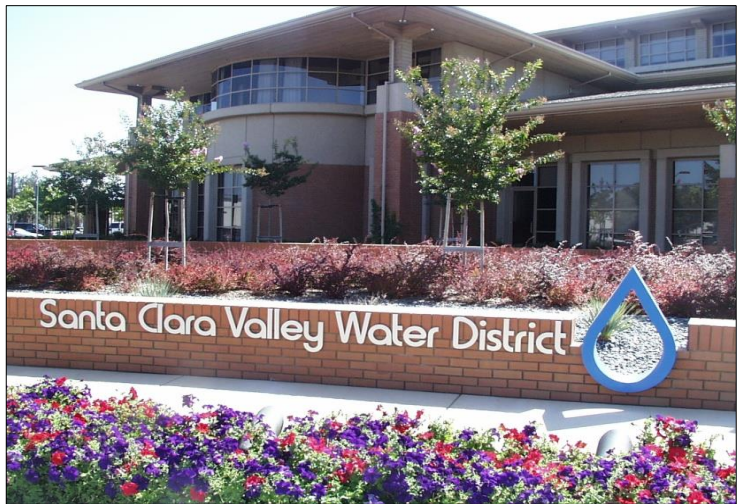
The following table shows funding requirements from each funding source for buildings and grounds capital improvements.

## Buildings and Grounds - Funding Sources (\$K)

Fund Number	FUND NAME	Through FY19	FY20	FY20 Unspent	FY21	FY22	FY23	FY24	FY25	FY26-35	TOTAL
11	General Fund	20	2,063	-	3,016	5,188	5,199	9,784	5,553	17,655	48,478
<b>TOTAL</b>		20	2,063	-	3,016	5,188	5,199	9,784	5,553	17,655	48,478

 FY 2019-20 Funds to be reappropriated

<b>Project</b>	<b>Facility Management, Small Capital Improvements</b>
<b>Program</b>	Buildings and Grounds
<b>Project No.</b>	60204016
<b>Contact</b>	Roslyn Fuller rfuller@valleywater.org

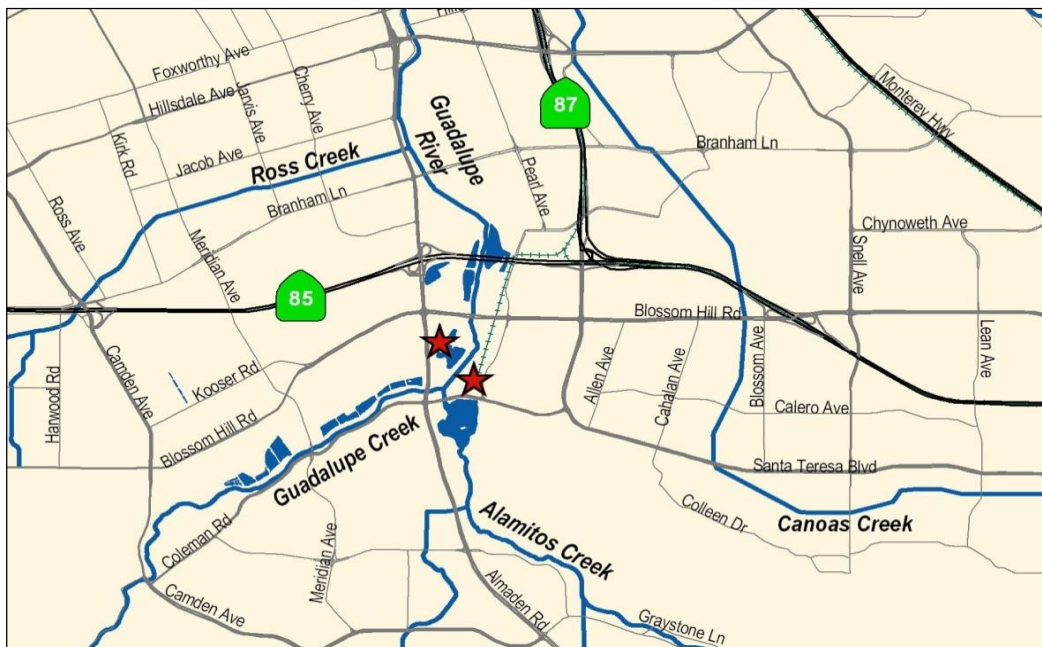


Front view of the Headquarters building at the Almaden Campus

### PROJECT DESCRIPTION

This project reserves funding for capital maintenance and replacement of buildings, grounds, and facilities on the Almaden and Winfield campus, to provide a healthy and safe environment for staff and visitors.

### PROJECT LOCATION



★ Project Location

## SCHEDULE & STATUS

Improvements will be managed on an as-needed basis throughout the year.

Phase	Cost	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
Plan	n/a											
Design	n/a											
Construct	n/a											
Closeout	n/a											
	n/a											

## EXPENDITURE SCHEDULE

(in thousands \$)

Project	Actuals Thru	Planned Expenditures							Total
	FY19	FY20	FY21	FY22	FY23	FY24	FY25	Future	
60204016-Facility Management, Small Capital Improvements	n/a	2,063	3,016	2,984	3,000	3,000	3,000	15,000	32,063
with inflation	n/a	2,063	3,016	2,984	3,000	3,000	3,000	15,000	32,063

## FUNDING SCHEDULE

(in thousands \$)

Project	Budget Thru	Adj. Budget	Est. Unspent	Planned Funding Requests					Total	
	FY19	FY20		FY21	FY22	FY23	FY24	FY25	Future	
60204016-Facility Management, Small Capital Improvements	n/a	2,063	0	3,016	2,984	3,000	3,000	3,000	15,000	32,063

Adjusted Budget includes adopted budget plus approved budget adjustments. Small Capital Improvement projects do not carry forward unspent funds from one fiscal year to the next. Unspent funds are returned to fund reserves at the close of each fiscal year and new funding is provided in the next fiscal year.

## FUNDING SOURCES

(in thousands \$)

SCVWD General Fund	32,063
Other Funding Source	0
<b>Total</b>	<b>32,063</b>

## OPERATING COST IMPACTS

The completion of this project is not anticipated to increase or decrease annual operating costs, as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** Not Available

<b>Project</b>	<b>Headquarters Operations Building</b>
<b>Program</b>	Buildings and Grounds
<b>Project No.</b>	60204032
<b>Contact</b>	Roslyn Fuller rfuller@valleywater.org



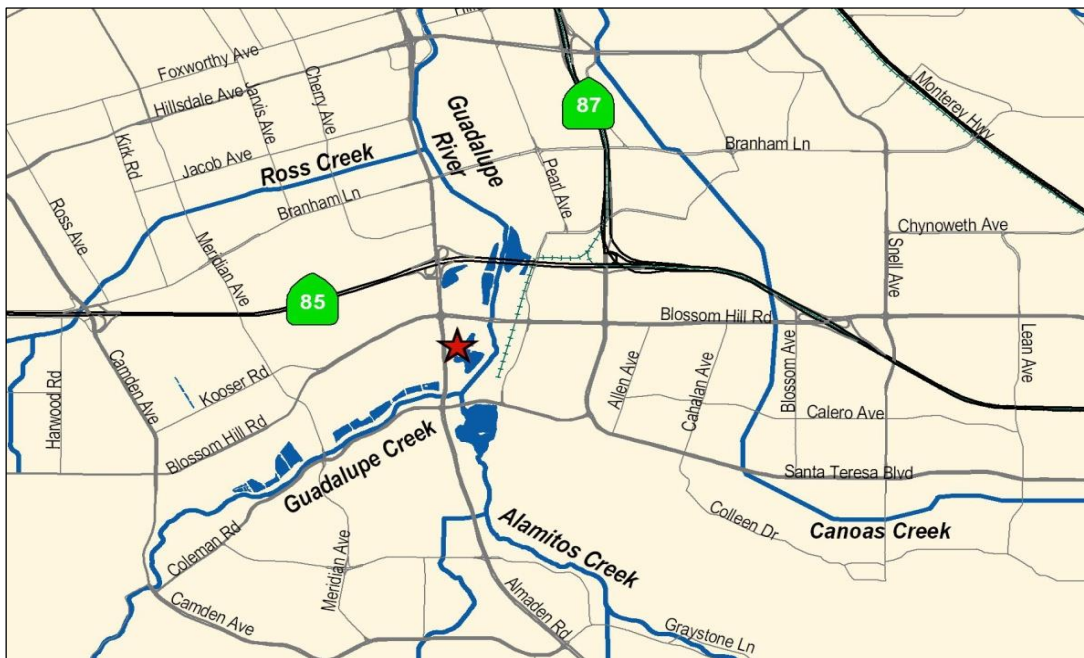
Existing Maintenance Building

### PROJECT DESCRIPTION

This project is a placeholder to plan, design, and construct future facilities or improvements to existing facilities. This project accomplishes the following objectives:

- ◆ Replace office space in the Maintenance Office Building to provide a safe and healthy work environment.
- ◆ Provide adequate and sufficient space to enable Valley Water to efficiently perform its core business.

### PROJECT LOCATION



★ Project Location

## SCHEDULE & STATUS

July 2014 to June 2026

Phase	Cost	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	
Plan	1,976	█											
Design	2,030			█									
Construct	9,803							█					
Closeout	50												
	<b>13,859</b>												

## EXPENDITURE SCHEDULE

(in thousands \$)

Project	Actuals Thru	Planned Expenditures							Total
	FY19	FY20	FY21	FY22	FY23	FY24	FY25	Future	
60204032-Headquarters Operations Building	19	0	0	2,000	1,900	5,940	2,000	2,000	13,859
with inflation	19	0	0	2,205	2,199	6,784	2,553	2,655	16,414

Actuals include project expenditures, and encumbrances.

## FUNDING SCHEDULE

(in thousands \$)

Project	Budget Thru	Adj. Budget	Est. Unspent	Planned Funding Requests					Total	
	FY19	FY20		FY21	FY22	FY23	FY24	FY25	Future	
60204032-Headquarters Operations Building	20	0	1	0	2,204	2,199	6,784	2,553	2,655	16,414

Adjusted Budget includes adopted budget plus approved budget adjustments.

## FUNDING SOURCES

(in thousands \$)

SCVWD General Fund	16,414
Other Funding Sources	0
<b>Total</b>	<b>16,414</b>

## OPERATING COST IMPACTS

Operating costs will be determined during the design phase.

**USEFUL LIFE:** Not Available