

## G-57 Enterprise Content Management - Capital

Category: **Responsive Government**  
 Department: **City Clerk**

Status: **Existing**  
 Location: **City Hall**

**Programmed Expenditures**

Programmed Expenditures	Appropriated To Date	FY 2015 Budget	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget
1,624,192	1,584,192	40,000	-	-	-	-	-	-

**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.

**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. 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.

**Environmental Impacts**

None

**Operating Budget Impacts**

None

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Costs	2007 - 2015	1,624,192
<b>Total Budgetary Cost Estimate:</b>		1,624,192

**Means of Financing**

Funding Source	Amount
Contributions from Other City Funds	505,528
General Taxes	917,008
Miscellaneous Revenue	177,656
Utility Rates/Fees	24,000

**Total Programmed Funding:** 1,624,192  
**Future Funding Requirements:**

**Comments**

## G-59 JDE System Upgrade and Enhancements

Category: **Responsive Government**  
 Department: **Finance**

Status: **Enhanced**  
 Location: **N/A**

**Programmed Expenditures**

Programmed Expenditures	Appropriated To Date	FY 2015 Budget	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget
14,626,948	14,216,948	100,000	310,000	-	-	-	-	-

**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 delayed due to software and process limitations. The availability of funding for enhancements is frequently necessary to achieve efficiencies identified during process improvement efforts.

**Rationale**

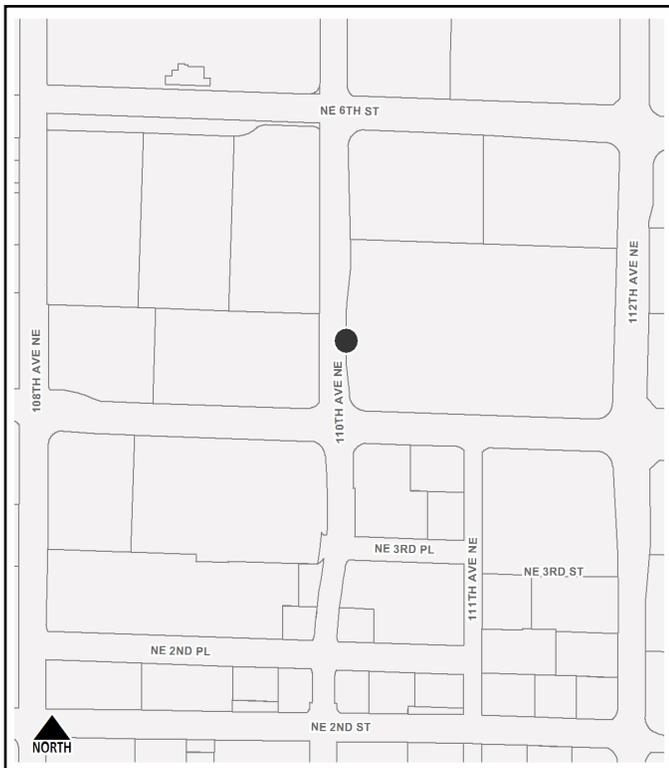
A stable and accurate Finance and Human Resources System manages financial operations and provides information required for financial planning. This system also equips the organization with the technology to perform financial management and conduct financial operations in a timely, consistent, and predictable 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 manage risk and liability and provide accountability for financial operations.

**Environmental Impacts**

N/A

**Operating Budget Impacts**

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Costs	2003 - 2016	14,626,948
<b>Total Budgetary Cost Estimate:</b>		14,626,948

**Means of Financing**

Funding Source	Amount
Contributions from Other City Funds	3,664,039
General Taxes	10,711,856
Miscellaneous Revenue	251,053

**Total Programmed Funding:** 14,626,948  
**Future Funding Requirements:**

**Comments**

# G-84 Relocation of Courts from Surrey Downs to Bellefield Office Park

Category: **Responsive Government**  
 Department: **Civic Services**

Status: **Existing**  
 Location: **1309 114th Ave SE, Bellevue, WA 98004**

**Programmed Expenditures**

Programmed Expenditures	Appropriated To Date	FY 2015 Budget	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget
4,962,874	1,971,048	2,991,826	-	-	-	-	-	-

**Description and Scope**

This proposal provides the funding to design improvements and renovate a leased facility for the Courts and Bellevue Probation. This proposal will offer a mid-term solution for housing the Bellevue District Court as required in the Court interlocal agreement between Bellevue and King County. This proposal meets the timeline 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.

**Rationale**

This project will offer a mid-term (10 year plus) solution for housing the Bellevue District Court as required in the court interlocal agreement between Bellevue and King County. Funding this proposal will result in a timely relocation of Courts from Surrey Downs, allowing the construction of the East Link guideway to proceed on schedule and the Surrey Downs Park Redevelopment Plan to proceed consistent with parks master plan. This site provides close proximity to the existing courts and meets Council criteria for a mid-term court option.

**Environmental Impacts**

Because the leased facility is located in a shoreline management area and the building is being converted from general office space to a courthouse, the City has acquired a Shoreline Conditional Use Permit from the Department of Ecology.

**Operating Budget Impacts**

A separate operating proposal 040.09PA was submitted to the Responsive Government Results Team which was then approved by Council for funding the operating expenses within the General Fund.

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Costs	2013 - 2015	4,962,874
<b>Total Budgetary Cost Estimate:</b>		4,962,874

**Means of Financing**

Funding Source	Amount
General Taxes & LTGO Bond Proceeds	4,962,874

**Total Programmed Funding:** 4,962,874  
**Future Funding Requirements:**

**Comments**

# G-86 City Hall East Garage Redevelopment

Category: **Responsive Government**  
 Department: **Civic Services**

Status: **Existing**  
 Location: **450 110th Ave NE, Bellevue, WA 98004**

**Programmed Expenditures**

Programmed Expenditures	Appropriated To Date	FY 2015 Budget	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget
8,000,000	1,023,246	6,976,754	-	-	-	-	-	-

**Description and Scope**

**\*\*This project is currently on hold until further Council direction.\*\*** 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.

**Rationale**

East Link is a Sound Transit-funded light rail project that will connect Bellevue with Seattle and the Overlake area of Redmond by 2023. The City and Sound Transit executed a Memo of Understanding (MOU) in November of 2011, which commits the City to a financial contribution. Although the City Hall East Garage Expansion for the East Link Project was not part of the original MOU, it is required to be completed prior to the Sound Transit construction. The final design and construction of the tunnel and the downtown station will significantly impact City Hall parking both during construction and after completion of the line and station. This East Garage expansion will partially support the parking needs during construction, so other options for temporary parking during construction are included in this project (Meydenbauer Lot). Several other options were considered, but none met the short-term and long-term needs of Sound Transit and the City.

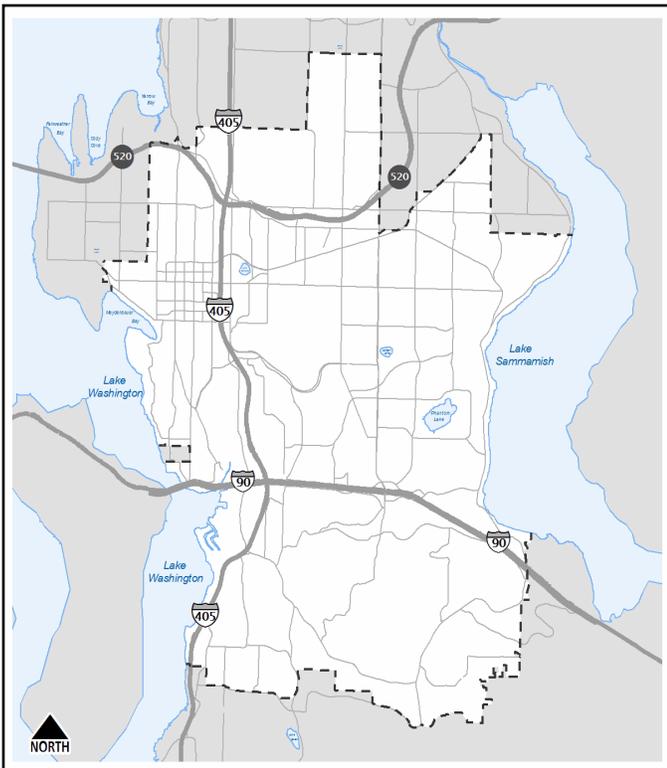
**Environmental Impacts**

N/A

**Operating Budget Impacts**

Minor impacts to the existing Facility Fund budget should be expected as the size of the garage increases. The amount of sweeping, striping and cleaning of the garage will result in minor increases to the operating costs of the City Hall facility which will be accounted for within future facility fund budgets.

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Costs	2014 - 2015	8,000,000
<b>Total Budgetary Cost Estimate:</b>		<b>8,000,000</b>

**Means of Financing**

Funding Source	Amount
General Taxes & LTGO Bond Proceeds	1,009,566
Interlocal Contributions	6,976,754
Miscellaneous Revenue	13,680

**Total Programmed Funding:** 8,000,000  
**Future Funding Requirements:**

**Comments**

## G-94 Enterprise Application Replacement Reserve

Category: **Responsive Government**  
 Department: **Information Technology**

Status: **New**  
 Location: **N/A**

**Programmed Expenditures**

Programmed Expenditures	Appropriated To Date	FY 2015 Budget	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget
4,900,000	-	250,000	250,000	800,000	800,000	800,000	1,000,000	1,000,000

**Description and Scope**

The City has invested in major enterprise technology applications over time. A number of these have no established replacement funding. This project provides an ongoing funding source in the CIP for the replacement of 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.

**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.

This project can be scaled up or back depending on funding available. The goal is to accumulate the needed funds within a 10 year period to replace major systems at their end-of-life without creating unanticipated fiscal stress within the operating fund. Additionally, this project 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).

**Environmental Impacts**

There are no environment impacts.

**Operating Budget Impacts**

N/A

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Costs	2015 - 2021	4,900,000

**Total Budgetary Cost Estimate:** 4,900,000

**Means of Financing**

Funding Source	Amount
Contributions from Other City Funds	15,465
General Taxes & LTGO Bond Proceeds	4,837,392
Miscellaneous Revenue	47,143

**Total Programmed Funding:** 4,900,000

**Future Funding Requirements:**

**Comments**

# G-01 COB Fuel System Replacement

Category: **Responsive Government**  
 Department: **Civic Services**

Status: **New**  
 Location: **Various within the City**

**Programmed Expenditures**

Programmed Expenditures	Appropriated To Date	FY 2015 Budget	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget
995,000	-	190,000	80,000	250,000	125,000	350,000	-	-

**Description and Scope**

This project will replace 11 of the City's aging fuel pumps, fuel lines and some metal underground storage tanks with equipment that is compatible with alternative fuels. The State adopted regulations that mandate the use of alternative fuels; this equipment will allow the City to meet the new requirements.

**Rationale**

Much of this equipment was installed in the late 1980s and early 1990s using CIP projects to replace equipment that no longer met environmental regulatory requirements. These tanks support the daily operation for all departments as well as emergency operation for Police, Fire, Utilities, Parks and Civic Services. 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. Much of this older equipment must be replaced to allow for the use of alternate fuels to meet the Green House Gas initiative and supporting the development of alternate fuels.

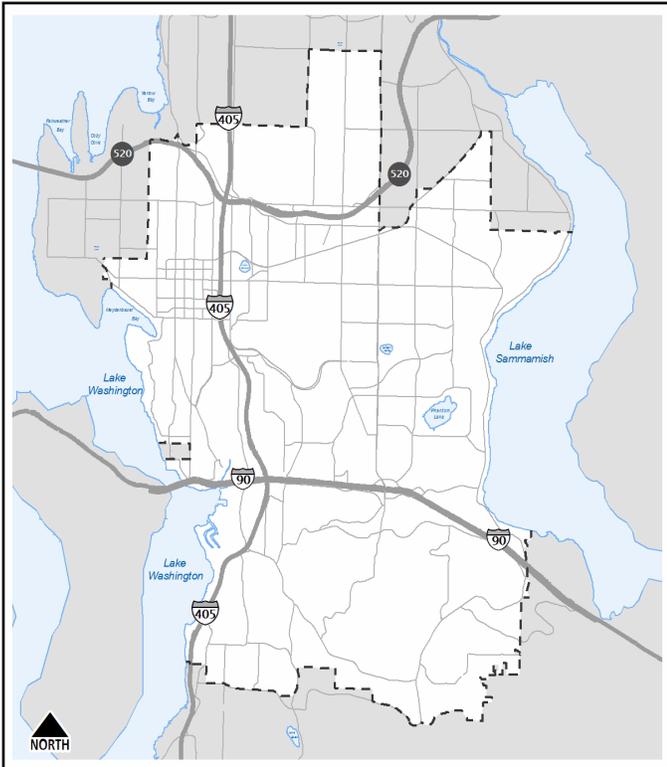
**Environmental Impacts**

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.

**Operating Budget Impacts**

None

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Costs	2015 - 2019	995,000
<b>Total Budgetary Cost Estimate:</b>		995,000

**Means of Financing**

Funding Source	Amount
General Taxes	556,683
Miscellaneous Revenue	209,098
Operating Transfers In	229,219

**Total Programmed Funding:** 995,000  
**Future Funding Requirements:**

**Comments**

## G-04 Hearing Assistance for Public Spaces

Category: **Responsive Government**  
 Department: **Civic Services**

Status: **New**  
 Location: **City Hall, 450 110th ave NE Bellevue, WA**

**Programmed Expenditures**

Programmed Expenditures	Appropriated To Date	FY 2015 Budget	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget
<b>240,000</b>	-	<b>120,000</b>	<b>120,000</b>	-	-	-	-	-

**Description and Scope**

This project will further investigate the options for assisted listening systems (ALS) and provide research into technology being developed that will surpass what is currently in the cities meeting spaces. The City has identified a total of 38 spaces city-wide that should eventually receive ALS equipment. Staff will take a holistic look at all spaces and identify at least four spaces based on use, location and benefit to the users while making the selection of first spaces to be upgraded.

The goal is to make the use as easy as possible for the community and try and standardize the types of systems we install as much as possible. This project will assess, install and/or update as needed the 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.

**Rationale**

The City is committed to 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. The City of Bellevue believes that community connection with its constituents is vital.

This proposal covers the investigation, purchase and installation of additional assisted listening systems (ALS) in the four spaces that have been identified as a first priority: 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 is outdated.

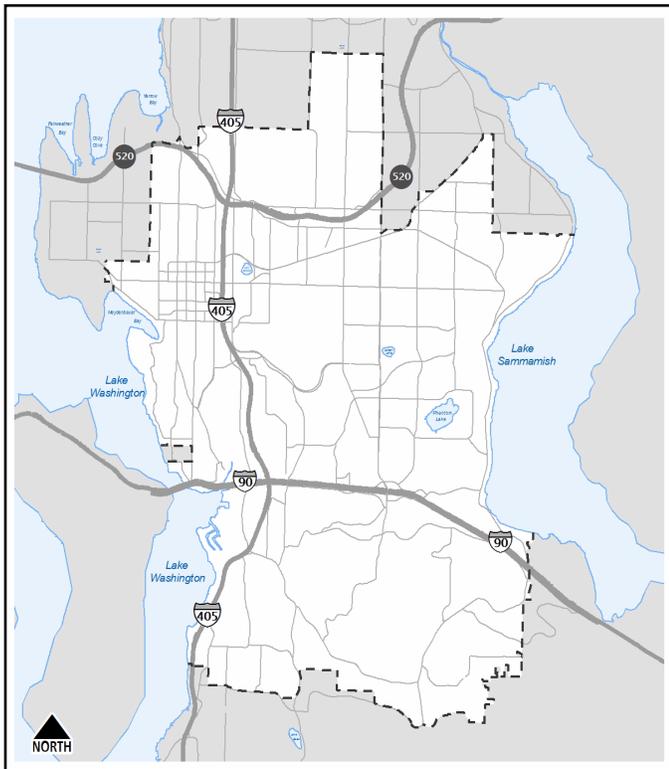
**Environmental Impacts**

N/A

**Operating Budget Impacts**

None

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Costs	2015 - 2016	240,000
<b>Total Budgetary Cost Estimate:</b>		<b>240,000</b>

**Means of Financing**

Funding Source	Amount	
General Taxes	240,000	
<b>Total Programmed Funding:</b>		<b>240,000</b>
<b>Future Funding Requirements:</b>		

**Comments**

## G-02 Public Records Reconfiguration

Category: **Responsive Government**  
 Department: **Civic Services**

Status: **New**  
 Location: **City Hall 450 110th Ave NE Bellevue WA**

**Programmed Expenditures**

Programmed Expenditures	Appropriated To Date	FY 2015 Budget	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget
<b>100,000</b>	-	<b>100,000</b>	-	-	-	-	-	-

**Description and Scope**

This project provides 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. Funding will provide for the remodel of the Public Records space on the first floor of City Hall.

**Rationale**

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 provide 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 is inefficient, ineffective and cumbersome to the Records customers.

Changes in records management provide for additional space due to changes in staffing needs and provide a safer environment for the staff to provide services to the public.

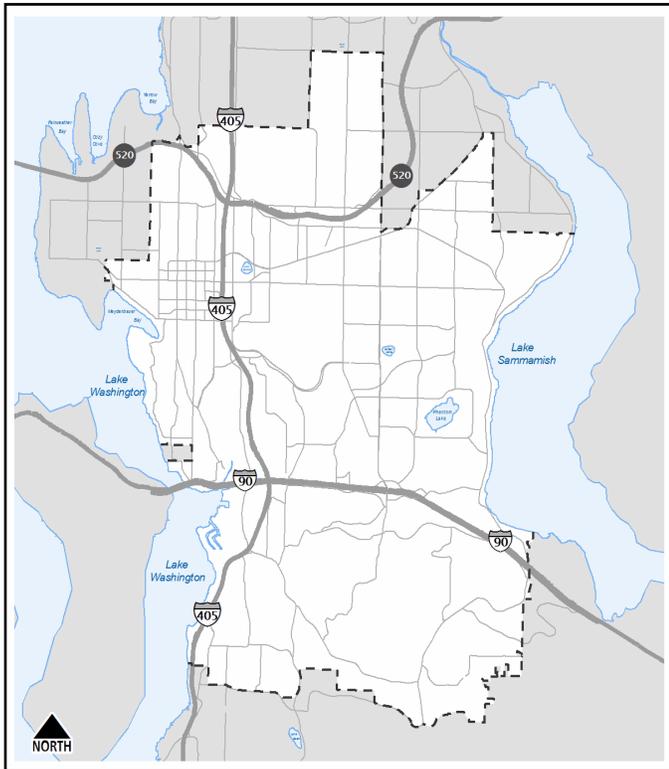
**Environmental Impacts**

N/A

**Operating Budget Impacts**

None

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Costs	2015 - 2015	100,000
<b>Total Budgetary Cost Estimate:</b>		<b>100,000</b>

**Means of Financing**

Funding Source	Amount
General Taxes	100,000

**Total Programmed Funding:** 100,000  
**Future Funding Requirements:**

**Comments**

## PW-M-15 Wetland Monitoring

Category: **Responsive Government**  
 Department: **Transportation**

Status: **Existing**  
 Location: **Citywide**

### Programmed Expenditures

Programmed Expenditures	Appropriated To Date	FY 2015 Budget	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget
<b>140,999</b>	<b>125,999</b>	<b>15,000</b>	-	-	-	-	-	-

### Description and Scope

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

### Rationale

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

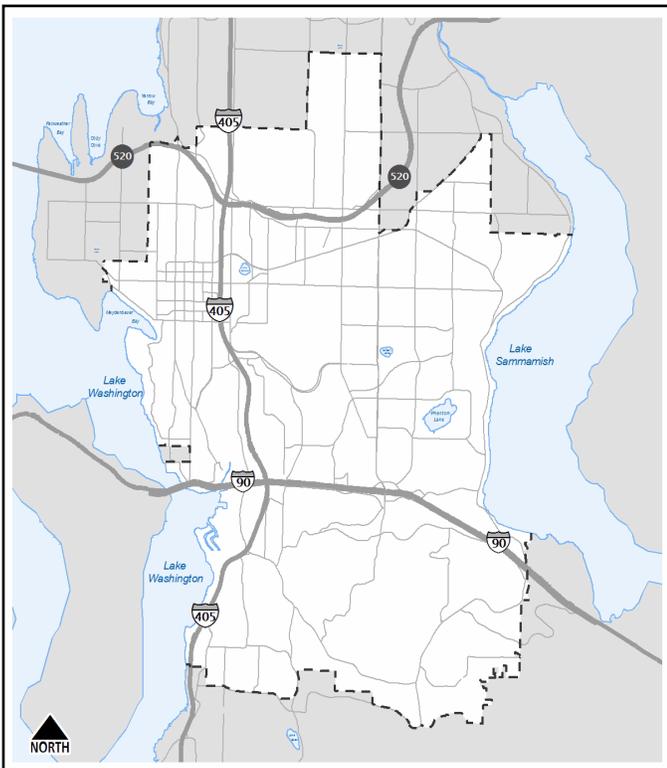
### Environmental Impacts

Work performed under this program is required by the environmental determinations and/or permit conditions issued for specific transportation improvement projects.

### Operating Budget Impacts

This program will have no impact on operating revenues and/or expenditures.

### Project Map



### Schedule of Activities

Project Activities	From - To	Amount
Project Costs	2005 - 2015	140,999
<b>Total Budgetary Cost Estimate:</b>		<b>140,999</b>

### Means of Financing

Funding Source	Amount
General Taxes	115,112
Miscellaneous Revenue	10,887
Real Estate Excise Tax	15,000

**Total Programmed Funding:** 140,999  
**Future Funding Requirements:**

### Comments