



Agency Wide

000 - M2 - WD - FACILITIES ONE-TIME COSTS

Agency Submittal: 11-2017-19-YR Agency Req

Budget Period: 2017-19

Program(s) 010 020 030 040 050 060 100 110

SUMMARY

The Department of Social and Health Services (DSHS) requests one-time funding of \$25,616,000 (\$19,792,000 GF-State) in the 2017-19 Biennium for one-time relocation and project costs to support the DSHS Leased Facilities Strategic Plan.

PROBLEM STATEMENT

The DSHS Leased Facilities Strategic Plan was developed in the spring 2016. This plan is included in the Office of Financial Management’s (OFM) 2017-23 Six-Year Facilities Plan as defined by RCW 43.82.055, which is due to the legislature January 1, 2017. The DSHS strategic plan incorporates modernization strategies to accommodate increasing space needs for the Aging and Long Term Services Administration (ALSTA), Developmental Disabilities Administration (DDA), and Children’s Administration (CA), while minimizing requests for increased leased space. Modernization requires upfront cost. Most of DSHS’ furniture is outdated and not suitable for reconfigurations that would allow for more efficient and productive office layouts while providing appropriate workspace for DSHS staff who:

- ▶ Provide food assistance, child support collection, child care, transition to work services, and disability support.
- ▶ Provide a safe environment for vulnerable adults to access home and community-based services and quality nursing facilities and other settings.
- ▶ Provide successful mental health services in community settings and successful chemical dependency inpatient and outpatient treatment, recovery and prevention services.
- ▶ Keep children safe, strengthen families and support foster children in their communities.
- ▶ Provide a safe, high-quality, array of home, community and facility-based residential services and employment supports.
- ▶ Provide community and institutional services to juvenile offenders that are evidence-based and focused on work and education.

DSHS strives to provide employees with a healthy, safe, and sustainable work environment. Safety of our employees is necessary to provide quality customer service to our clients. DSHS also has a goal of providing a safe environment for customers who must feel secure when coming to our offices for assistance.

PROPOSED SOLUTION

This package funds:

Action	Programs	Project Title	One-Time Costs
Expansion	Children’s Administration (CA), Developmental Disabilities Administration (DDA), Aging and Long-Term Support Administration (ALSTA), and Economic Services Administration (ESA) and Office of Fraud and Accountability (OFA)	Moses Lake Training Room Expansion (New-7)	\$1,610,000



DSHS VISION
People are healthy • People are safe • People are supported • Taxpayer resources are guarded

DSHS MISSION
To transform lives

DSHS VALUES
Honesty and Integrity • Pursuit of Excellence • Open Communication • Diversity and Inclusion • Commitment to Service

Washington State Department of Social and Health Services

000 - M2 - WD - Facilities One-Time Costs

Expansion	Children's Administration (CA), Juvenile Rehabilitation Administration (JRA), Mental Health Division (MHD), Developmental Disabilities Administration (DDA), Aging and Long-Term Support Administration (ALSTA), and Economic Services Administration (ESA), Division of Vocational Rehabilitation (DVR), Human Resources Division (HRD) and Office of Fraud and Accountability (OFA)	Yakima New Space (New-17)	\$492,300	
	Developmental Disabilities Administration (DDA) and Aging and Long-Term Support Administration (ALSTA)	HCS & DDA Lynnwood Expansion (New-12)	\$461,500	
	Economic Services Administration (ESA)	CSD HQ Expansion, Olympia (New-1)	\$435,000	
	Aging and Long-Term Support Administration (ALSTA)	ALSTA HQ Expansion, Lacey (New-2)	\$587,500	
New Space	Children's Administration (CA)	New CA – Vancouver (New-9)	\$756,000	
	Aging and Long-Term Support Administration (ALSTA)	CA New Space – North Spokane (New-3)	\$1,085,000	
	Children's Administration (CA) Aging and Long-Term Support Administration (ALSTA) Economic Services Administration (ESA)	CA New Space – Spokane Valley (New-4)	\$1,085,000	
		HCS New Space – South King County (New-13)	\$1,215,680	
		CSCC New Space – Lynnwood (New-15)	\$1,459,650	
	Aging and Long-Term Support Administration (ALSTA)	CSD Relocation-SeaTac (New-16)	\$380,000	
Relocation	Children's Administration (CA), Developmental Disabilities Administration (DDA), Aging and Long-Term Support Administration (ALSTA), Economic Services Administration (ESA) and Division of Vocational Rehabilitation (DVR)	Relocation of Colfax (New-5)	\$380,000	
		ESA Relocation Kennewick (New-6)	\$1,545,000	
	Children's Administration (CA) and Aging and Long-Term Support Administration (ALSTA)	Relocation – Bremerton (New-8)	\$1,879,000	
	Children's Administration (CA), Developmental Disabilities Administration (DDA), Aging and Long-Term Support Administration (ALSTA) Economic Services Administration (ESA) and Vocational Rehabilitation (DVR)	Relocation – Port Townsend (New-10)	\$447,500	
		Children's Administration (CA)	CA Regional Office Relocation – Everett (New-11)	\$948,400
		Aging and Long-Term Support Administration (ALSTA)	HCS Relocation - Bellingham (New-14)	\$470,000

Washington State Department of Social and Health Services

000 - M2 - WD - Facilities One-Time Costs

Modernization	Economic Services Administration (ESA)	CSD HQ Modernization – Olympia (602)	\$3,344,500
Modernization and Safety Upgrade	Children’s Administration (CA), Juvenile Rehabilitation Administration (JRA), Mental health Division (MHD), Developmental Disabilities Administration (DDA), Aging and Long-Term Support Administration (ALSTA), and Economic Services Administration (ESA), Division of Vocational Rehabilitation (DVR), Human Resources Division (HRD) and Office of Fraud and Accountability (OFA)	Multiple Locations (22 Facilities)	\$7,032,160

EXPECTED RESULTS

Across the department we have a mission of Transforming Lives. Our goal and commitment is to be the national leader in every aspect of client service. DSHS leased facilities are the face of DSHS to our clients who visit our sites to access services and receive support. These projects are required to provide a safe environment for clients and productive workspace for employees.

STAKEHOLDER IMPACT

Funding this request will prevent any negative impact on client services.

Agency Contact: Charles Wang, (360) 902-8154

Program Contact: Denise Kopel, (360) 902-7707

000 - M2 - WD - Facilities One-Time Costs

OTHER CONNECTIONS

Performance Outcomes/Important Connections

1. Does this DP provide essential support to one or more of the Governor's Results Washington priorities?

Goal 5: Efficient, Effective & Accountable Government - Customer Satisfaction and Confidence - 1.1 Increase customer services.

2. The decision package meets the following DSHS' strategic objectives:

[010] 4.4: CA will retain a skilled and ready workforce.

[020] 7.3: Recruit, develop and retain an informed, diverse and engaged workforce.

[030] 1.3: Increase staff competency in principles of safe, high-quality patient care.

[040] 1.1: Identify individual health and welfare needs in a timely manner in order to support individuals to have healthy and active lives.

[050] 1.1: Protect adults who are vulnerable who live in their own homes and in facilities through timely responses to allegations of abuse and neglect.

[060] 5.1: The percentage of Community Service Division (CSD) clients receiving timely service will increase.

[100] 7.3: Recruit, develop and retain an informed, diverse and engaged workforce.

[110] HRD & OCI 5.1: Attract, develop, and retain a highly engaged, productive, and purpose-driven workforce.

3. Identify other important connections or impacts below. (Indicate 'Yes' or 'No'. If 'Yes' identify the connections or impacts related to the proposal.)

a) Regional/County impacts? No

b) Other local government impacts? No

c) Tribal government impacts? No

d) Other state agency impacts? No

e) Responds to specific task force, report, mandate or executive order? No

f) Does request contain a compensation change or require changes to a Collective Bargaining Agreement? No

g) Facility/workplace needs or impacts? Yes

h) Capital budget impacts? No

i) Is change required to existing statutes, rules or contracts? No

j) Is the request related to litigation? No

k) Is the request related to Puget Sound recovery? No

l) Other important connections? No

000 - M2 - WD - Facilities One-Time Costs

4. Please provide a detailed discussion of connections/impacts identified above.

Not funding this request will decrease the agency's ability to serve our clients' needs. Funding will need to be diverted from other client services in order to support this expenditure.

Alternatives/Consequences/Other

5. What alternatives were explored by the agency, and why was this alternative chosen?

The request cannot be absorbed within existing resources. DSHS has no alternative but to pay its legally binding lease obligations, which may range from five-year to 15-year terms. Not funding this request will decrease the agency's ability to serve our clients' needs. Funding will need to be diverted from other client services in order to support this expenditure.

6. How has or can the agency address the issue or need within its current appropriation level?

This is a one-time cost that does not have any prior funding.

7. Does this decision package include funding for any IT-related costs (hardware, software, services, cloud-based services, contracts or IT staff)?

- No
- Yes (Include an IT Addendum)

Fiscal Detail**000 - M2 - WD - Facilities One-Time Costs**

Operating Expenditures	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
001-1 General Fund-State	10,235,000	9,557,000	0	0
001-2 General Fund-Federal	482,000	1,025,000	0	0
001-A General Fund-DSHS Fam	691,000	872,000	0	0
001-C General Fund-Medicaid	1,982,000	772,000	0	0
Total Cost	13,390,000	12,226,000	0	0

Staffing	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
FTEs	0.0	0.0	0.0	0.0

Performance Measure Detail

Activity:	Incremental Changes			
Program: 000	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
B072 Parole Transitional Services for State Committed Juvenile OI	0	0	0	0
C063 Mental Health Facilities Services	0	0	0	0
D036 Field Services	0	0	0	0
E051 Program Support for Long Term Care	0	0	0	0
E052 Eligibility/Case Management Services	0	0	0	0
D065 Office of Deaf and Hard of Hearing	0	0	0	0
F010 Child Support Enforcement	0	0	0	0
F078 Program Support	0	0	0	0
J104 Vocational Counseling and Guidance	0	0	0	0
J103 Vocational Rehabilitation Administration	0	0	0	0
K001 Administration and Supporting Services	0	0	0	0
A010 Children's Administration Client Services Staff and Support	0	0	0	0

No measures submitted for package

Object Detail

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
ED Rentals and Leases – Land and Buildings	13,390,000	12,226,000	0	0
Total Objects	13,390,000	12,226,000	0	0

DSHS Source Detail**Overall Funding**

Operating Expenditures	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
-------------------------------	-----------------------	-----------------------	-----------------------	-----------------------

Fund 001-1, General Fund-State**Sources Title**

0011 General Fund State	9,250,000	7,774,000	0	0
GFS2 General Fund State TANF Moe	985,000	1,783,000	0	0
Total for Fund 001-1	10,235,000	9,557,000	0	0

Fund 001-2, General Fund-Federal**Sources Title**

E61L	Food Stamp Program (50%)	482,000	1,025,000	0	0
Total for Fund 001-2		482,000	1,025,000	0	0

Fund 001-A, General Fund-DSHS Fam**Sources Title**

563I	Title IV-D Child Support Enforcement (A) (66%)	583,000	822,000	0	0
658L	Title IV-E-Foster Care (50%)	108,000	50,000	0	0
Total for Fund 001-A		691,000	872,000	0	0

Fund 001-C, General Fund-Medicaid**Sources Title**

19UL	Title XIX Admin (50%)	1,982,000	772,000	0	0
Total for Fund 001-C		1,982,000	772,000	0	0
Total Overall Funding		13,390,000	12,226,000	0	0

FTEs Totals by Program

<u>Program</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	
010	Childrens Administration	0.0	0.0	0.0	0.0
020	Rehabilitation Admin. – Juvenile Rehabilitation	0.0	0.0	0.0	0.0
030	Behavioral Health Admin. – Mental Health	0.0	0.0	0.0	0.0
040	Developmental Disabilities Administration	0.0	0.0	0.0	0.0
050	Aging and Long-Term Support Administration	0.0	0.0	0.0	0.0
060	Economic Services Administration	0.0	0.0	0.0	0.0
100	Rehabilitation Admin. – Vocational Rehabilitation	0.0	0.0	0.0	0.0
110	Administrative and Supporting Services	0.0	0.0	0.0	0.0
Grand Total		0.0	0.0	0.0	0.0

Funding Totals by Program

Dollars in Thousands

<u>Program</u>	<u>GF-State</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
010	Childrens Administration	4,287,000	2,008,000	0	0
020	Rehabilitation Admin. – Juvenile Rehabilitation	13,000	72,000	0	0
030	Behavioral Health Admin. – Mental Health	2,000	1,000	0	0
040	Developmental Disabilities Administration	353,000	428,000	0	0
050	Aging and Long-Term Support Administration	1,774,000	381,000	0	0
060	Economic Services Administration	3,675,000	6,374,000	0	0
100	Rehabilitation Admin. – Vocational Rehabilitation	115,000	235,000	0	0
110	Administrative and Supporting Services	16,000	58,000	0	0
GF-State Total		10,235,000	9,557,000	0	0

Total Funds

<u>Program</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	
010	Childrens Administration	4,395,000	2,058,000	0	0
020	Rehabilitation Admin. – Juvenile Rehabilitation	13,000	72,000	0	0
030	Behavioral Health Admin. – Mental Health	2,000	1,000	0	0
040	Developmental Disabilities Administration	690,000	836,000	0	0
050	Aging and Long-Term Support Administration	3,416,000	733,000	0	0
060	Economic Services Administration	4,740,000	8,221,000	0	0
100	Rehabilitation Admin. – Vocational Rehabilitation	115,000	235,000	0	0
110	Administrative and Supporting Services	19,000	70,000	0	0
Grand Total		13,390,000	12,226,000	0	0

**2017-19 Biennial Budget
M2-WD Facilities One-Time Costs**

Department of Social and Health Services
2017-19 M2-WD Facilities One-Time Costs

Program	FY 2018			FY 2019			2017-19 Total			Fund Splits	
	State	Other	Total	State	Other	Total	State	Other	Total	State %	Other %
010 - CA	\$4,287,000	\$108,000	\$ 4,395,000	\$2,008,000	\$50,000	\$ 2,058,000	\$6,295,000	\$158,000	\$6,453,000	98%	2%
020 - JRA	\$13,000	\$0	\$ 13,000	\$72,000	\$0	\$ 72,000	\$85,000	\$0	\$85,000	100%	0%
030 - MHD	\$2,000	\$0	\$ 2,000	\$1,000	\$0	\$ 1,000	\$3,000	\$0	\$3,000	93%	7%
040 - DDD	\$353,000	\$337,000	\$ 690,000	\$428,000	\$408,000	\$ 836,000	\$781,000	\$745,000	\$1,526,000	51%	49%
050 - LTC	\$1,774,000	\$1,642,000	\$ 3,416,000	\$381,000	\$352,000	\$ 733,000	\$2,155,000	\$1,994,000	\$4,149,000	52%	48%
060 - ESA	\$3,675,000	\$1,065,000	\$ 4,740,000	\$6,374,000	\$1,847,000	\$ 8,221,000	\$10,049,000	\$2,912,000	\$12,961,000	78%	22%
070 - ASA	\$0	\$0	\$ -	\$0	\$0	\$ -	\$0	\$0	\$0	82%	18%
100 - DVR	\$115,000	\$0	\$ 115,000	\$235,000	\$0	\$ 235,000	\$350,000	\$0	\$350,000	100%	0%
110 - ADMIN	\$16,000	\$3,000	\$ 19,000	\$58,000	\$12,000	\$ 70,000	\$74,000	\$15,000	\$89,000	82%	18%
135 - SCC	\$0	\$0	\$ -	\$0	\$0	\$ -	\$0	\$0	\$0	100%	0%
Total	\$10,235,000	\$3,155,000	\$13,390,000	\$9,557,000	\$2,669,000	\$12,226,000	\$19,792,000	\$5,824,000	\$25,616,000		