COUNTY OF FRESNO
DEPARTMENT OF BEHAVIORAL HEALTH
MENTAL HEALTH SERVICES ACT

Capital Facilities and Technological Needs Component

Capital Facilities Project Proposal

Youth Psychiatric Health Facility Renovations

July 7, 2014
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Executive Summary – July 7, 2014

The County of Fresno Department of Behavioral Health (DBH) has drafted a Mental Health Services Act (MHSA) Capital Facilities Project Proposal to utilize funds to renovate and modernize an area within the University Medical Center (UMC) Campus that is currently housing a non-inpatient level of service. This space will be occupied by a Youth Psychiatric Health Facility (PHF).

The improvements will enable Fresno County residents to benefit from a locally operated Youth PHF, which will produce long-term impacts with lasting benefits that will continue to transform its mental health system to achieve the MHSA goals of wellness, recovery and resiliency. Currently, youth and families in need of these specialized services are forced to seek treatment out of County which can be burdensome to the family and detrimental to the treatment outcomes of the client.

The UMC Campus is the location of several County-owned facilities used to deliver mental health services and support to individuals with mental illness and their families. Accessible public bus transportation is in close proximity with three bus stops located on the perimeter of the UMC Campus. The proposed project will transform and modernize a specific area to be occupied by a contracted provider operating a Youth PHF within an existing County-owned facility.

The MHSA provides funding for services and supports that promote wellness, recovery, and resiliency. A portion of the MHSA funds have been specifically set aside for Capital Facilities. MHSA Capital Facilities and Technology Needs Component funds may be used to acquire, develop or renovate a building secured to a foundation which is permanently affixed to the ground and used for the delivery of services to individuals with mental illness and their families or for administrative offices.

The draft Youth PHF MHSA Capital Facilities Project Proposal and a public comment form are available on the Department’s MHSA Division website page at: www.co.fresno.ca.us/mhsa. Written translation and interpretation of the complete draft project proposal is also available upon request.

A 30-day public comment period begins on July 7, 2014, and ends on August 7, 2014. Comments should be made in writing on public comment forms, which can be hand-delivered or mailed to Fresno County MHSA Division Administration, 3133 N. Millbrook Avenue, Fresno, CA 93703; Attention: David Tijerina. The public can also send comments via email to: dtijerina@co.fresno.ca.us or via fax to: (559) 600-7711.

For additional information interested parties may call (559) 600-6836.
MENTAL HEALTH SERVICES ACT (MHSA)
THREE-YEAR PROGRAM and EXPENDITURE PLAN
CAPITAL FACILITIES PROJECT PROPOSAL

County Name: Fresno          Date: July 7, 2014

Project Name: Fresno County DBH Youth Psychiatric Health Facility (PHF)

County Mental Health Director

Name: Dawan Utech
Address: 4441 E Kings Canyon Road
City: Fresno  State: CA  Zip Code: 93702
Phone: (559) 600-9193  Fax: 559-600-7674
Email: dutecht@co.fresno.ca.us
Signature: (Signed Upon Submission)  Date: 

Contact Name and Information

Name: Karen Markland
Phone: (559) 600-6842  Fax: (559) 600-7711
Email: kmarkland@co.fresno.ca.us

Project Name: Fresno County DBH Youth Psychiatric Health Facility (PHF)
County Certification

I hereby certify that I am the official responsible for the administration of Community Mental Health Services in and for Fresno County and that the following are true and correct:

1. The County has applied for Mental Health Services Act (MHSA) Capital Facilities Funds to:
   - Renovate
   - Purchase
   - Construct
   a building at:

   4411 E Kings Canyon Road, Fresno CA 93702

2. The intended use of the building is:

   To serve as part of the Department of Behavioral Health’s design of ‘right services, right place, right time’ to co-locate children/youth and adult inpatient services in one location. This funding request is specific to the Youth PHF renovation to create a 16 bed PHF in Fresno County.

3. All necessary outside sources of funding have been secured and the MHSA Capital Facilities Funds requested in this Project Proposal will only be used to purchase, construct and/or renovate those portions of the property that will be used for the provision of MHSA Services.

4. The building will be used to provide MHSA funded services and will expand the County’s ability to provide mental health Services.

5. For acquisition/construction Fresno County will be the owner of record.

6. For any proposed renovations to privately owned buildings, the building is dedicated and used to provide MHSA services and the costs of renovation are reasonable and consistent with what a prudent buyer would incur.

7. This building will be dedicated to the provision of MHSA services for a minimum of 20 years.

8. Compliance with the procurement procedures pursuant to the California Government and Public Contract Code were followed when Capital Facilities funds were used to renovate buildings owned by private entities.

9. The County will comply with federal, state, and local procedures for procuring property, obtaining consulting services, and awarding contracts for any acquisition, construction, or renovation project using Capital Facilities funds.

10. The building will comply with all relevant federal, state, and local laws and regulations, including, but not limited to zoning, building codes and requirements, fire safety requirements, environmental reports and requirements, hazardous materials requirements, the Americans with Disabilities Act requirements, California Government Code Section 11135 and other applicable requirements.
11. Fresno County agrees to maintain and update the building as necessary for a minimum of twenty years without requesting additional State General Fund funds to do so.

12. Mental Health Services Act funds were used in compliance with Title 9 California Code of Regulations (CCR) Section 3410, Non-Supplant.

13. The County certifies it has adequate resources to complete its Roadmap for moving toward an Integrated Information Systems Infrastructure through an EHR, as described in the Technological Needs portion of this Component.

14. This Project has been developed with the participation of stakeholders, in accordance with CCR Sections 3300, 3310, 3315 (b), the public and our contract service providers.

15. All documents in the attached Project Proposal for Capital Facilities funding for the project to purchase, renovate, and/or construct a building at 4411 E Kings Canyon Road in Fresno, California are true and correct.

Date _______________ Signature ____________________________
(Ligned Upon Submission)
Local Mental Health Director

Date _______________ Signature ____________________________
Auditor and Controller

Executed at: ____________________________
1. Briefly describe stakeholder involvement in identification and development of the proposed Capital Facilities Project and how the requirements of Title 9, CCR Sections 3300 and 3315(b) were met. Submit documentation of the local review process including any substantive recommendations and/or revisions to the proposed Project.

The Department of Behavioral Health has initiated, and is maintaining, a consistent stakeholder input process that solicits and documents input from clients, families, stakeholders, community partners and County agencies. This has resulted in a comprehensive planning and needs assessment process that uses outcomes and data in the determination of effectiveness as part of the evaluation and recommendation process. Since the initial planning processes initiated by MHSA, the community has clearly identified the need for a local inpatient children/youth services. During years 2005 through 2012, multiple efforts were initiated to secure this inpatient level of care in the Central Valley including an attempted regional partnership with neighboring counties. In 2013, the Department identified opportunity, and operational funding, for the establishment of a Youth Psychiatric Health Facility. A Request for Proposal was released in October 2013 resulting in a vendor having been selected. During this time, the Department submitted an application to secure SB82 grant capital facility funds to complete the needed renovations for the inpatient unit. In March 2014, the Department was notified that its SB 82 grant application was awarded, but did not include funding for the PHF renovations.

For the last two years, the Fresno County Mental Health Board has identified a priority for a child/youth inpatient unit in their annual report to the Board of Supervisors. More recently in the Department-initiated Community Planning Process (CPP) for the MHSA Annual Update/Three Year Plan for Fresno County there was continued input from stakeholders specific to the need for children services, co-location of crisis services, and local inpatient beds for children/youth. In the recent Community Planning Process (CPP), there were a total of 19 meetings in which 400 participants provided input to these specific service needs. As a result of the continued stakeholder support for local inpatient services, and in response to the Departments ability to leverage funding to create a co-located crisis campus, and efforts to seek additional funding, this proposal narrative clearly demonstrates a project that has stakeholder involvement and fiscal feasibility with the addition of MHSA Capital Funds to prepare the location for children, youth and their families to receive local inpatient care.

2. Explain how the proposed Capital Facilities Project supports the goals of the MHSA and the provision of programs/services contained in the County’s Three-Year Plan including
consistency with the County's approved Capital Facilities segment of the Capital Facilities and Technological Needs Component.

The Department of Behavioral Health intends to use Capital Facilities funds to improve the County’s property and ability to provide a comprehensive crisis campus for adults and children. During this growth period, the children crisis services will be moved to the campus on Kings Canyon, decreasing barriers of timely access to inpatient services.

The Youth PHF program will operate 24 hours a day; 7 days a week, with crisis services on the same campus, access to this program would be fluid and achieved expeditiously which is a major improvement from the current average time it takes to place youth in out of county facilities. Currently, it can take anywhere from 2 hours to 2 days to find a placement, then another 2 hours to wait for transport, and another 2-6 hours for the actual transport of the client. The impact to the family and the youth during this process is negative and can impact resiliency and ability to successfully discharge to home setting.

This project proposal is supported in the MHSA Three Year plan in the following ways:

- Provides a local level of care that can be easily accessed, and supports social services, the justice system and outpatient/specialty mental health services;
- Fresno’s Three Year plan funds and supports multiple children service and levels of care from Full Service Partnership (FSP) to outpatient co-occurring services, with the basis for continuum of care present; and
- Operational funding has been identified, therefore the purpose of this request is solely for the use of building renovations to ensure certification of services and the provision of a client/family centered, welcoming and safe treatment environment.
County Name: Fresno

Project Name: Fresno County DBH Youth Psychiatric Health Facility (PHF)

Project Address: 4411 E Kings Canyon Road, Fresno, CA 93702

Answer the following questions as appropriate to the Project Proposal.

1. Describe the type of building(s) and whether the building is being acquired with/without renovation or whether the Project is new construction.

   The project site is located at 4411 East Kings Canyon Road in Fresno, CA. The building currently houses several Department of Behavioral Health (DBH) operated or contracted programs. Project site is a building owned by Fresno County DBH.

   The proposed project includes renovation and modernization of the area currently housing a non-inpatient level of service, operated by a contract provider. This space will be occupied by a Youth Psychiatric Health Facility operated by a private contractor. The improvements will enable Fresno County residents to benefit from a locally operated Youth PHF. Currently, youth and families in need of these specialized services are forced seek treatment out of county which can be burdensome to the family and detrimental to the treatment outcomes of the client.

   ➢ If the proposed building is being acquired and renovated, describe the prior use and ownership.

   Not applicable. Renovation is for County-owned buildings.

   ➢ If the proposed project involves renovation of an existing facility, indicate whether it is County owned or owned by a private entity.

   The proposed project involves renovation of existing County-owned facilities.

   ➢ Describe the scope of the renovation and the method used to ensure that the costs of the renovation are reasonable and consistent with what a prudent buyer would incur. If privately owned, include a description of the private entity's efforts in determining the cost of renovation.

   DBH will collaborate with the County of Fresno Department of Public Works and Planning, Capital Projects Division (Capital Projects), who will conduct the full scope construction project management for the area in question. Work will be completed by the County of Fresno’s Job Order Contractor (JOC). The JOC contractor is selected through a competitive bidding process.
Use of the JOC will ensure that all costs for the renovation are reasonable and consistent with what a prudent buyer would incur.

The facilities that will be occupied by DBH are currently in poor condition and in need of major renovation to be suitable for use as a Youth PHF.

Renovation of the facilities for the intended building usages will most likely require three (3) phases: 1) Interior Abatement and Demolition, 2) Interior Building Improvements, and 3) Exterior Building Improvements.

The Interior Abatement and Demolition phase includes addressing all environmental and safety issues as they relate to the buildings. Plans may include the removal of interior and exterior asbestos, mold, and lead through demolition and the removal of interior walls, doors, flooring, ceilings, mechanical units, rooftops and piping, as well as all required cleanup. The Interior Building Improvements phase will include construction and building improvements including upgrades to improve client safety, the addition of a kitchenette to provide for clients’ dietary needs, and aesthetic modifications to create a more comfortable and less institutional environment. The Exterior Building Improvements phase may include the construction of an ambulance bay to facilitate client intake and modifications to the outdoor courtyard to improve client safety and privacy and provide an opportunity for clientele to enjoy outdoor recreation.

➢ When the renovation is for treatment facilities, describe how the renovation will result in an expansion of the capacity/access to existing services or the provision of new services.

Improvement of the facility will enable the operation of a contracted 16 bed Youth PHF. Youth requiring placement at a PHF are currently required to seek treatment at out of county facilities. These placements incur increased costs for transportation, treatment delays, and difficulty in coordinating post-hospitalization care; they can also create secondary traumatic experiences for clients and their families by significantly limiting family visits and involvement in treatment planning and post-discharge care critical to youth clients. The proposed PHF will be the only facility of its kind within a 100 mile radius. Establishment of a Youth PHF will reduce the severe burden for resource-strapped families who must travel to distant locations to support their children in crisis, incurring travel, lodging and food costs and, at times, lost wages. Additionally, some families simply do not have the transport or nor the finances to get to their children. Out-of-county placements also limit a client’s established treatment providers from directly supporting the youth through the acute episode and collaborating with facility staff to coordinate post-discharge care. If the youth was not previously receiving services, the out-of-county placement impedes the ability for a smooth transition with the community resources available for post-discharge care. When a youth is involved in the Juvenile Justice system, out-of-county placements can result in even further delays in return to the county as other agencies, such as Child Welfare and Probation, have to work to coordinate the discharge plan and placement. The proposed Youth PHF would significantly mitigate these issues through closing this critical gap in the continuum of care for in-community youth crisis response.

➢ When the renovation is for administrative services, describe how the administrative offices augment/support the County’s ability to provide programs/services, as set forth in the County’s Three-Year Plan.

Renovation is for direct client services.
When the Project involves renovation of a privately owned building, describe and explain the method used for protecting the County’s capital interest in the renovation and use of the property.

Not applicable. Renovation is for a County owned building

2. Describe the intended purpose, including programs/services to be provided and the projected number of clients/individuals and families and the age groups to be served, if applicable.

Complete all that apply.

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Projected Client/Family Capacity</th>
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</thead>
<tbody>
<tr>
<td>X Children</td>
<td>687 annually/16 bed facility</td>
</tr>
<tr>
<td>TAY</td>
<td></td>
</tr>
<tr>
<td>Adults</td>
<td></td>
</tr>
<tr>
<td>Older Adults</td>
<td></td>
</tr>
</tbody>
</table>

See above.

3. Provide a description of the Project location. If providing services to clients, describe the proximity to public transportation and the type of structures and property uses in the surrounding area.

4411 Kings Canyon is located on the UMC Campus that also houses several County buildings and two human services departments: DBH and the Department of Social Services. Accessible public bus transportation is in close proximity with three bus stops located on the perimeter of the UMC Campus. The property is zoned as CO (Commercial) and the surrounding area includes: a high school, commercial buildings, and other County and DBH programs.

4. Describe whether the building(s) will be used exclusively to provide MHSA programs/services and supports or whether it will also be used for other purposes.

☐ MHSA Only  X MHSA and other services

If the building will be used for other purposes, the description should indicate the percentages of space that will be designated for mental health programs/services and supports and for other uses.

100% of the space will be utilized for mental health services.

Explained the relationship between the mental health programs/services and supports and the other uses, i.e., co-located services.

(Note: Use of MHSA funds for facilities providing integrated services for alcohol and drug programs and mental health is allowed as long as the services are demonstrated to be integrated.)

See above.
5. Describe the steps the County will take to ensure the property/facility is maintained and will be used to provide MHSA programs/services and/or supports, for a minimum of twenty years.

DBH will ensure that the renovated facilities are maintained by the County's Internal Services, Facilities Division (County ISD) and Public Works and Planning, Grounds Division. The County's ISD has the ability to maintain and update the facilities and enable DBH to effectively meet the expectations of its staff and clients. The Ground Division is responsible for grounds maintenance services, including tree trimming, irrigation, landscape installation and maintenance, indoor/outdoor water fountain cleaning, as well as power sweeping of parking lots. Another function of County ISD is to provide building maintenance and repair to promote safe and healthy building environments for use by the public and the County employees. County ISD performs routine maintenance, and responds to emergency building issues 24 hours per day, 7 days per week. Additionally, County ISD is responsible for minor Capital Improvement Projects and minor remodel projects to support the County employees' work sites. Routine and emergency janitorial services will be provided by the PHF contractor.

Additional Information:

1. **Leasing (Rent) to Own Building**

Provide justification why “leasing (rent) to own” the property is needed in lieu of purchase. Include a detailed description of length and terms of lease prior to transfer of ownership to the County.

Not applicable. Buildings to be renovated are owned by the County.

2. **Purchase of Land with No MHSA Funds Budgeted for Building/Construction**

For purchase of land with no MHSA funds budgeted for construction/building, explain this choice and provide a timeline with expected sources of income for construction or purchasing of building upon this land and how this serves to increase the County's infrastructure.

Not applicable. Buildings to be renovated are owned by the County.

3. **Restrictive Settings**

Submit specific facts and justifications that demonstrate the need for a building with a restrictive setting, as described on page 4. (Must be in accordance with WIC Section 5847 (a) (5))

Restrictive setting will apply in the PHF in which restrictive setting is designed for the safety of the minors. Program and building design will be conducive to the needs of this specialty program while embracing the MHSA principle of wellness and resiliency. Renovation of the facility for use as the PHF provides children and their families the opportunity to take advantage of locally based psychiatric treatment as opposed to out of county placements. Funds are being requested for renovations only. Ongoing operations will be funded through mental health realignment and Medi-Cal funding.
Capital Facilities Project Proposal Fact Sheet

County Name: Fresno

Project Name: Fresno County DBH Youth Psychiatric Health Facility (PHF)

Project Address: 4411 E Kings Canyon Road, Fresno, CA 93702

Project Information

- New Construction
- Acquisition of an existing structure
- Acquisition and renovation of an existing structure
- Renovation of a County owned structure
- Renovation of a privately owned structure
- Purchase of Land
- Lease (rent) to own

Intended Use:

- Mental Health only (Includes facilities for integrated mental health substance abuse treatment)
- Mental Health and other

Amount of Capital Facilities funds requested in this Project Proposal: $1,326,574

CSS Capital Facilities funds requested in this Project Proposal: 0

Total: $1,326,574

Priority Population (please check all that apply)

- Children
- Transition Age Youth
- Adults
- Older Adults
- N/A (Office Space)

If applicable, projected number of mental health clients, including their families, to be served monthly: 57.

Provide new services
Expand services

Please provide brief description below

The renovated facilities will allow the Department to contract for the operation of a Youth PHF within Fresno County. Currently, all clients requiring treatment at a PHF must be placed out of county at a minimum distance of 110 miles.
Enclosure 2  
Exhibit 5  
Sample Budget Summary  
For Each Capital Facilities Project Proposal

County Name: Fresno  
Project Name: Fresno County DBH Youth Psychiatric Health Facility (PHF)

The sample project budget allows Counties to summarize proposed expenditures for each Project by type of expenditure for each fiscal year. Based upon the Project a County may wish to submit a modified budget summary that more closely reflects the County Capital Facilities Project Proposal.

Expenditures and request for funds. Expenditures for the proposed Project should be easily identified and related to the project description. Total estimated Project expenditures are offset by any estimated other funding sources to compute the net MHSA funding requirements. Complete a separate Project budget for each proposed project. The sum of all Project budgets should not exceed the total Capital Facilities and Technological Needs Planning Estimate identified for the County. MHSA funds dedicated to the Capital Facilities and Technological Needs Component must be used within ten years or they will revert back to the State MHS Fund for redistribution to all Counties.

<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>(1)* Capital Facilities Funds</th>
<th>(2)** CSS Capital Facilities Funds</th>
<th>(3)*** Other Funding Sources</th>
<th>(4) Total (1 + 2 + 3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Project Expenditures</td>
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<td>0</td>
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<td>1. Acquisition of Land (including deposits)</td>
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</tr>
<tr>
<td>2. Acquisition of Existing Structures</td>
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<td>0</td>
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</tr>
<tr>
<td>3. Survey &amp; Soil Investigation</td>
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<tr>
<td>4. Appraisal</td>
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<td>5. Cal-EPA</td>
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<td>6. Architectural &amp; Engineering (A&amp;E) Expenditures</td>
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<tr>
<td>a. Plan Check Fees, Permits, etc.</td>
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<td>b. Contract Architect</td>
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<td>c. Contract Engineer</td>
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<tr>
<td>d. Other A&amp;E Consultant Fees</td>
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<tr>
<td>e. A&amp;E Travel Expenditures</td>
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<td>f. Other A&amp;E Expenditures (please describe)</td>
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<td>7. Construction</td>
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<td>a. Landscaping</td>
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<td>b. Construction Contracts</td>
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<td>$1,326,574</td>
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<td>c. Insurance</td>
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County of: Fresno  
Enclosure 2, Exhibit 5 – Sample Budget Summary  
Page 12 of 14  
Project Name: Fresno County DBH Youth Psychiatric Health Facility (PHF)
<table>
<thead>
<tr>
<th>Expenditure Category (Continued)</th>
<th>(1)* Capital Facilities Funds</th>
<th>(2)** CSS Capital Facilities Funds</th>
<th>(3)** Other Funding Sources</th>
<th>(4) Total (1 + 2 + 3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>d. Material Testing</td>
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<tr>
<td>e. Contingency</td>
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<tr>
<td>f. Other Construction Expenditure (please describe)</td>
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<td>0</td>
<td>0</td>
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<tr>
<td>8. Rehabilitation/Renovation of Existing Structures</td>
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<td>9. Fixed/Movable Equipment</td>
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<tr>
<td>10. Supervision – Inspector</td>
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<td>11. Title and Recording</td>
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<td>12. Other Fees and Charges</td>
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<tr>
<td>13. On-Site Management</td>
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<td>14. Project Management/Administration</td>
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<td>15. Other Project Expenditures (please describe)</td>
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<td>16. Other Expenses (describe)</td>
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<tr>
<td><strong>Total Project Expenditures</strong></td>
<td>$1,326,574</td>
<td>0</td>
<td>0</td>
<td>$1,326,574</td>
</tr>
</tbody>
</table>

**Total Capital Facilities Funds Requested (col 1+2)**  
$1,326,574

* Column 1 are expenditures directly attributed to the Capital Facilities Funds  
** Column 2 are expenditures directly attributed to the CSS Capital Facilities Funds  
*** Column 3 are expenditures directly attributed to the Other Funding Sources

**B. Other Funding Sources***

1. 0
2. 0
3. 0
4. 0
5. 0

**Total Other Funding Sources***  
0

* All other funding sources (non-MHSA) should be listed.
** Section B total Should equal Line 17/Column 3

**Notes:**

Budget figures are preliminary estimates for the entire project scope.
Provide information regarding ability to maintain and update the property/facility for the required time period (Include proposed funding sources, capitalized reserves, etc.)

The County of Fresno will have the ability to maintain and update the UMC Campus facilities to be occupied by the contractor through the services provided by the County’s Internal Services Department, Facilities Division. The County of Fresno utilizes a County-Wide Cost Allocation Plan as the method for which to pay the service costs of the Facilities Division. Payment for the general operating cost will be included in the ongoing budget for the Youth PHF which includes Mental Health Realignment and Medi-Cal as funding sources. In addition the above budget also includes other expenses above to include a reserve/contingency fund for unexpected costs.

Describe what structure is in place to manage the project and track usage, costs, maintenance, etc., over time (e.g., agreement with County Department of General Services, contractor consultant, etc.)

DBH will collaborate with the County of Fresno Department of Public Works and Planning, Capital Projects Division (Capital Projects), who will conduct the full scope construction project management for the area in question. Work will be completed by the County of Fresno’s Job Order Contractor (JOC). The JOC contractor is selected through a competitive bidding process. Capital Projects will submit claims for reimbursement to DBH through an Inter-County Transfer. At which time, DBH’s MHSA Administration will assist in ensuring that all design/construction decisions and expenditures incurred by Capital Projects are reasonable and approved by DBH. Claims will be forwarded to DBH’s Business Office for final payment.

The DBH Business Office will utilize the County’s Financial Accounting System to track usage, costs, maintenance, etc. of the proposed project. An Organization (Org) Code and a Cost Center has been established by the Business Office for this project, providing the ability to code all purchase orders, expenditures, and MOU’s as they are inputted into the County’s Financial Accounting System. The Org code allows the Business Office to identify and manage all MHSA Capital Facilities fund usage, while the Cost Center allows them to narrow down the costs and expenditures by the specific project. As a result, through the utilization of the County’s Financial Accounting System, DBH has the structure in place to manage the fiscal aspects of the project.