

O-2017-019

**CITY OF ALBUQUERQUE
CITY COUNCIL**

INTEROFFICE MEMORANDUM

TO: Richard J. Berry, Mayor

FROM: Jon K. Zaman, Director of Council Services

Jon 8/11/17

SUBJECT: Transmittal of Legislation

Transmitted herewith is Bill No. O-16-19 Creating A Department Of Asset Management Within The City Of Albuquerque (Jones), which was passed at the Council meeting of August 7, 2017, by a vote of 8 FOR AND 1 AGAINST.

Against: Peña

In accordance with the provisions of the City Charter, your action is respectfully requested.

JKZ:dm
Attachment
8/10/2017

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ALBUQUERQUE CITY CLERK
2017 AUG 17 PM 2:58

**CITY of ALBUQUERQUE
TWENTY SECOND COUNCIL**

COUNCIL BILL NO. O-16-19 ENACTMENT NO. O-2017-019

SPONSORED BY: Trudy E. Jones

1 **ORDINANCE**

2 **CREATING A DEPARTMENT OF ASSET MANAGEMENT WITHIN THE CITY OF**
3 **ALBUQUERQUE.**

4 **BE IT ORDAINED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY**
5 **OF ALBUQUERQUE:**

6 **Section 1. Creating a Department of Asset Management.**

7 **“§ 2-18-1. FINDINGS. The Council finds:**

8 **(A) It is the responsibility of City government to provide, to the greatest**
9 **extent feasible, its employees and the public with buildings and facilities that**
10 **are safe, accessible, and able to withstand daily use and weather events**
11 **without endangering occupants or significantly disrupting the performance of**
12 **essential services.**

13 **(B) City government buildings are vulnerable to weather events, age**
14 **based decline, and equipment and building system obsolescence.**

15 **(C) The City of Albuquerque may experience moderate to severe city**
16 **owned facility system failures in the foreseeable future, and increased efforts**
17 **to reduce these failures should be encouraged and supported.**

18 **(D) The centralization of the City’s Real Property and Facilities**
19 **Management Divisions into a single department will be effective in creating a**
20 **system that will minimize facility failures and result in maintenance savings**
21 **and other efficiencies.**

22 **(E) Existing Real Property and Facilities Management programs will**
23 **benefit from the coordination and collaboration created by an Asset**
24 **Management Department.**

25 **(F) A new Asset Management Department will elevate the critical**
26 **importance of unified and standardized management, investment, acquisition**
27 **and disposition of the City property and facilities portfolio.**

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1 (G) The creation of this new department will ensure that all processes
2 related to the acquisition, leasing and disposition of real property and facilities
3 management follow current industry standards for property management and
4 energy efficiency.

5 § 2-18-2. CREATION OF ASSET MANAGEMENT DEPARTMENT; DIRECTOR.

6 There is hereby created as a department of City government an Asset
7 Management Department. The executive and administrative head of the Asset
8 Management Department shall be the Director of Asset Management who shall
9 be appointed by the Mayor. The Director shall hold office at the pleasure of
10 the Mayor and shall be qualified by experience and training in real estate
11 finance, investment, property management, and facilities operation and
12 management. The Department shall be operational by July 1, 2018.

13 § 2-18-3. DUTIES AND RESPONSIBILITIES. In addition to those assigned
14 by the Mayor, the Department of Asset Management shall have the following
15 responsibilities and duties:

16 1. Centralize and provide all real estate services for the City, including
17 acquisition, disposition, leasing and property management.

18 2. Implement and maintain an integrated, citywide asset management
19 program to manage data on all City-owned facilities outside of the public right
20 of way in a uniform and consistent manner while maximizing the use and
21 value of each property.

22 3. Complete and continually update a space utilization study and the
23 development of new space standards for City offices that represent best asset
24 management practices and achieve optimal efficiencies.

25 4. Develop a citywide space consolidation plan, based on the space
26 utilization study, which optimizes the use of existing City-owned facilities and
27 minimizes need for leased space.

28 5. Proactively address space consolidation and lease management
29 tasks and negotiate all building leases for the City in order to achieve the best
30 outcomes for the City.

31 6. Dispose of all City owned properties that are not being utilized to
32 their maximum potential.

33 7. Prioritize capital investments in City buildings in a proactive manner

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1 based on strategic requirements, informed by data and reports generated from
2 the asset management program, as opposed to allocating capital reactively to
3 deferred maintenance needs.

4 8. Structure Citywide programs, processes, and agreements to reduce
5 City energy consumption through energy conservation and renewable energy
6 projects in both owned and leased space.

7 9. Identify and recommend facility maintenance and capital
8 improvement projects through the Decade Plan to achieve a state of good
9 repair across the City’s facility portfolio.

10 10. Ensure that all building related construction, remodeling and
11 rehabilitation projects are fully permitted and conform to applicable City,
12 State, and Federal codes, ordinances and regulations. All such projects shall
13 be reviewed and approved by the Asset Management, Planning and Municipal
14 Development departments.

15 § 2-18-4. CONSOLIDATION OF ASSET MANAGEMENT PROGRAMS WITHIN
16 THE CITY. The Asset Management Department shall include and consolidate
17 the Real Property and the Facilities & Energy Management Divisions and all
18 similar programs and activities within the Albuquerque Fire Department,
19 Albuquerque Police Department, Cultural Services Department, Family and
20 Community Services Department, Department of Municipal Development,
21 Parks and Recreation Department, Planning Department (excluding those
22 functions related to metropolitan redevelopment) and Transit Department and
23 any other City programs and activities the Mayor deems appropriate.

24 § 2-18-5. STAFFING. At the inception of the Asset Management
25 Department, every effort shall be made to staff the Department with existing
26 personnel and by filling of vacant positions related to asset management in
27 the Cultural Services, Family and Community Services, Fire, Municipal
28 Development, Parks and Recreation, Planning, Police and Transit
29 departments. Thereafter, staff shall be hired and allocated to the Department
30 at the direction of the Mayor subject to appropriation.

31 § 2-18-6. FUNDING. Funding for the Asset Management Department shall
32 come from existing funding for those purposes currently appropriated within
33 the Cultural Services, Family and Community Services, Fire, Municipal

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1 Development, Parks and Recreation, Planning, Police and Transit departments
2 and from any additional funds allocated by the Council for these purposes.

3 § 2-18-7. VEHICLES AND EQUIPMENT. At the inception of the Department,
4 fleet vehicles and equipment for the Asset Management Department shall
5 come from existing vehicles and equipment allocated for those purposes in
6 the Cultural Services, Family and Community Services, Fire, Municipal
7 Development, Parks and Recreation, Planning, Police and Transit
8 departments.

9 § 2-18-8. CAPITAL PROJECTS. The Asset Management Department shall
10 review and approve capital projects related to City owned buildings to ensure
11 that such projects conform to City standards.

12 § 2-18-9. ENERGY EFFICIENCY AND RENEWABLE ENERGY PROJECTS.
13 The Asset Management Department shall prioritize all energy efficiency and
14 renewable energy projects and shall coordinate and assist all City
15 departments in the creation and management of these projects.

16 § 2-18-10. STRUCTURE. The Asset Management Department’s property
17 and facilities management model shall be comprised of four geographically
18 located service areas each of which will have an experienced real property
19 manager overseeing the service area. These four service areas include:

- 20 (A) Those facilities which make up the Downtown Facilities Area;
- 21 (B) Those facilities which make up the Bio Park/Zoo and Aquarium
22 Facilities Area;
- 23 (C) Those facilities which make up the West Outlying Facilities Area;
- 24 (D) Those facilities which make up the East Outlying Facilities Area.”

25 Section 2. SEVERABILITY. If any section, paragraph, sentence, clause,
26 word or phrase of this Ordinance is for any reason held to be invalid or
27 unenforceable by any court of competent jurisdiction, such decision shall not
28 affect the validity of the remaining provisions of this Ordinance. The Council
29 hereby declares that it would have passed this Ordinance and each section,
30 paragraph, sentence, clause, word or phrase thereof irrespective of any
31 provision being declared unconstitutional or otherwise invalid.

1 Section 3. **COMPILATION.** Section 1 of this ordinance shall be
2 incorporated in and made part of the Revised Ordinances of Albuquerque, NM,
3 1994.

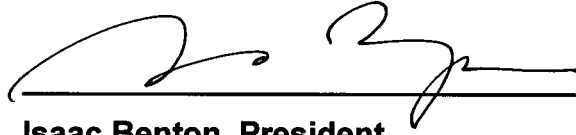
4 Section 4. **EFFECTIVE DATE.** This Ordinance shall take effect five days
5 after publication by title and general summary.

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1 PASSED AND ADOPTED THIS 7th DAY OF August, 2017
2 BY A VOTE OF: 8 FOR 1 AGAINST.

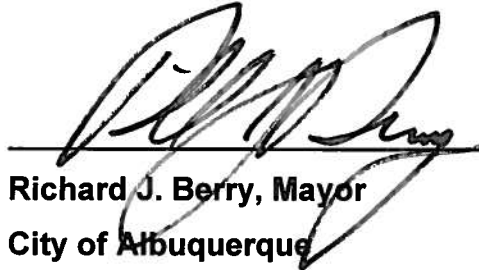
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4 Against: Peña

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8 Isaac Benton, President
9 City Council

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12 APPROVED THIS 17th DAY OF August, 2017

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17 Bill No. O-16-19

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21 Richard J. Berry, Mayor
22 City of Albuquerque

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26 ATTEST:

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29 Natalie Y. Howard, City Clerk

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