

Date: August 9, 2017

From: Commissioner Huxley

Subject: Brookings Head Start Project History – Grant Contract No. C14014

The original (Grant) Contract number C14014 with the State of Oregon was effective June 9, 2015. All approved activities per the Contract must be completed within thirty-six months from the effective date. This project was to have had construction bids received by November 1, 2015 and construction was to begin June 1, 2016. Administration of the project began October 21, 2015 and was to conclude October 31, 2016, or when obligations of the administration contract were fulfilled, whichever occurred first.

Twenty-six months and well over \$100,000 dollars later, almost no measurable progress has occurred. The result has been an enormous waste of taxpayer dollars and no consequences for unsatisfactory management of the project.

The only details used to manage this \$1,640,163.23 project are ten (10) activities listed in the original project budget provided by the State of Oregon and shown at the bottom of page 2.

Below are some essential requirements for managing this project which have not been done:

- Critical Path Analysis
- PERT Charts
- Sequential/Parallel Tasks
- Estimated time & costs for non-reimbursable county staff time including legal
- Identity of the county project 'Manager' referred to by title only in one contract
- State review of all contracts (including markups) prior to county signing
- Estimated completion dates by task
- Accurate weekly Task updates – estimated vs. actual completion date & % complete

The following information was provided **April 5, 2016** for an actual **Project Goals Report**. The Disbursement Request was for a **\$40,286** Cash Draw for Contract number C14014 Page 2 of 2.

\$39,786 Line Item Architectural: **\$500** Line Item Environmental Review:

Proposed Work Plan	Estimated Completion Date	Results Achieved
1. Design and Bid Documents	March 31, 2015	75% Completed
2. Building Permit	April 30, 2015	
3. Construction Bid/Award	June 15, 2015	
4. Construction	Sept 30, 2015	

April 20, 2017 the following information was provided for another **Project Goals Report**. This Disbursement Request was for a **\$5,729** Cash Draw for Contract number C14014 Page 2 of 2.

\$4,775 Line Item Labor Standards/Environmental Review: **\$954** Line Item Legal/Permitting

Proposed Work Plan	Estimated Completion Date	Results Achieved
1. Design and Bid Documents	March 31, 2015	20% Completed
2. Building Permit	April 30, 2015	
3. Construction Bid/Award	June 15, 2015	
4. Construction	Sept 30, 2015	

There were additional notes about a new architect and NOAA Stormwater Forms. Also note that the Design and Bid Documents % Completed changed from **75%** on April 5, 2016 to **20%** April 20, 2017.

While there were cash disbursements for two line items, neither was listed.

Page 1 of 2 was also included with the April 20, 2017 Project Goals Report. This page shows all ten activities listed in the original project budget provided by the State of Oregon. The reporting period was from September 1, 2016 to March 31, 2017 and included columns for Approved Budget, Prior Disbursements, Current Request and Balance Remaining. A BOLI Fee of \$1,000 was listed separately.

Activity	Approved Budget	Prior Disbursements	Current Request	Balance
Land Acquisition	\$313,000			\$313,000
Architectural	\$133,440	\$93,926		39,514
Construction	1,020,000			1,020,000
Construction Contingencies	93,000			93,000
Labor Standards/ Environmental Review	30,000	8,200	4,775	17,025
Grant Administration 17185	25,000	5,000		20,000
Legal / Permits	21,723	4,199	954	16,570
Construction Inspections	4,000			4,000
BOLI Fee	1,000			1,000
Total:	\$1,640,163	\$111,325	\$5,729	\$1,523,109

Not shown are approximately \$40,000 in past due invoices for the Line Architectural

After 26 months of mismanagement this project needs to be returned to the State of Oregon to stop the waste of taxpayer dollars.

Curry County Brookings Head Start

Project No. C14014

2015

2016

2017

2018

Jun. Jul. Aug. Sept. Oct. Nov. Dec.	Jan. Feb. Mar. Apr. May Jun. Jul. Aug. Sept. Oct. Nov. Dec.	Jan. Feb. Mar. Apr. May Jun. Jul. Aug. Sept. Oct. Nov. Dec.	Jan. Feb. Mar. Apr. May Jun. Jul. Aug. Sept. Oct. Nov. Dec.
Contract C14014 June 9, 2015 Architectural Begins 9/16/15 Project Administration Begins Oct. 21, 2015			Current Date Aug. 9, 2017 26 Months Contract C14014 June 8, 2018 36 Months Max
	Construction Originally Scheduled to Begin June 1, 2016 - Has Not Yet Occurred 8/9/2017 Project Administration Originally Scheduled to End Oct. 31, 2016		
Land Acquisition			
Architectural	<div> <div></div> <div>20% Complete - \$93,000 + \$40,000 Pending Resolution</div> </div>		
Construction	-0- % Complete		
Construction Contingencies			
Labor Standards/ Environmental Review	% Complete Unknown - \$8,200 Expended to Date		
Grant Administration	% Complete Unknown - \$5,000 Expended to Date		
Legal / Permits	% Complete Unknown - \$4,199 Expended to Date		
Construction Inspections	-0- % Complete		
BOLI Fee	-0- % Complete		