

Date: April 12, 2018

For ACTION \_\_\_\_\_

For INFORMATION   X  

Board Agenda: Yes   X    
No \_\_\_\_\_

**FROM:** Richard Jackson, Director, Educational Facilities  
Elijah Gross, Director, Planning, Design and Construction

**THROUGH:** Dr. Lois Berlin, Ed.D., Interim Superintendent of Schools  
Mignon R Anthony, Chief Operating Officer  
Michael Herbstman, Chief Financial Officer

**TO:** The Honorable Ramee A. Gentry, Chair, and Members of the Alexandria City School Board

**TOPIC:** **Budget Transfers to the CIP Reserve Account**

**BACKGROUND:** On December 7, 2017, the School Board authorized the establishment of a Capital Improvement Program (CIP) reserve account which provides an additional option for CIP Budget Transfers. This reserve account allows the School Board to move budgeted funds between capital accounts through the below two-step process:

1. The School Board approves budget transfers from specific project account lines to the CIP Reserve Account.
2. The School Board later approves budget transfers from the CIP Reserve Account back to other specific project account lines.

As necessary, on at least a quarterly basis, ACPS staff provides recommendations to the School Board to move funding in and out of the CIP Reserve Account.

Prior to this recommended transfer, the CIP Reserve Account has a balance of \$257,992 from previously-approved transfers to and from the account.

**SUMMARY:** The Department of Educational Facilities is recommending the removal of the building generator system projects scheduled for installation in various schools in 2018. Upon further review of the proposed generator projects, and with discussion and concurrence of the Food and Nutrition Services Department, we recommend transferring \$863,500 in funds to the CIP Reserve Account from the following schools:

<b>Schools</b>	<b>Brief Description of Work</b>	<b>Budgeted Funds</b>
Francis C. Hammond	Auxiliary electrical power supply to support food preparation areas during electrical outages	\$172,700.00
James Polk	Auxiliary electrical power supply to support food preparation areas during electrical outages	\$172,700.00
John Adams	Auxiliary electrical power supply to support food preparation areas during	\$172, 700.00

	electrical outages	
Matthew Maury	Auxiliary electrical power supply to support food preparation areas during electrical outages	\$172,700.00
Mount Vernon	Auxiliary electrical power supply to support food preparation areas during electrical outages	\$172,700.00
<b>Total</b>		<b>\$863,500.00</b>

Following this recommended transfer, the CIP Reserve Account balance would increase to \$1,121,492.

Attachment #1 provides the detailed project account adjustments.

**RECOMMENDATION:** The Superintendent recommends that the School Board approves this budget transfer request totaling \$863,500 from various projects to the CIP Reserve Account.

**CONTACT PERSON:** Mignon R. Anthony, Chief Operating Officer, (703) 619-8097

**ATTACHMENTS:** 1. CIP Adjustment Analysis

**Attachment 1: CIP Adjustment Analysis**

<b>Budget Transfer- CIP Reserve</b>					
<b>From Account</b>					
<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>TITLE</b>	<b>Amount Transferring</b>	<b>ACPS Account #</b>
41862676	53602	20132	FH-Facility Maintenance- Generator	\$ 172,700.00	41862676-6-P180073
41862680	53602	20159	JP-Facility Maintenance-Generator	\$ 172,700.00	41862680-7-P180073
41862678	53602	20137	JA-Facility Maintenance - Generator	\$ 172,700.00	41862678-6-P180073
41862683	53602	20140	MM-Facility Maintenance-Generator	\$ 172,700.00	41862683-6-P180073
41862685	53602	20136	MV-Facility Maintenance - Generator	\$ 172,700.00	41862685-6-P180073
<b>To Account</b>					
CIP Reserve Account			CIP Reserve Account	\$ 863,500.00	CIP Reserve Account