



# City of Albuquerque

City of Albuquerque  
Government Center  
One Civic Plaza  
Albuquerque, NM 87102

## Legislation Details (With Text)

**File #:** O-16-19  
**Type:** Ordinance  
**File created:** 6/20/2016  
**Status:** Enacted  
**In control:** City Council  
**Final action:** 8/7/2017  
**Enactment date:** 8/17/2017  
**Enactment #:** O-2017-019  
**Title:** Creating A Department Of Asset Management Within The City Of Albuquerque (Jones)  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. O-19.pdf, 2. O-19Enacted

Date	Ver.	Action By	Action	Result
8/17/2017	1	Mayor	Signed by the Mayor	
8/17/2017	1	City Clerk	Published	
8/11/2017	1	City Council	Sent to Mayor for Signature	
8/7/2017	1	City Council	Amended	Pass
8/7/2017	1	City Council	Passed as Amended	Pass
8/7/2017	1	City Council	Amended	Pass
6/19/2017	1	City Council	Postponed	Pass
6/5/2017	1	City Council	Motion	Pass
6/5/2017	1	City Council	Postponed	Pass
5/15/2017	1	City Council	Accepted Without Recommendation	
5/8/2017	1	Finance & Government Operations Committee	Sent to Council Without Recommendation	Pass
4/10/2017	1	Finance & Government Operations Committee	Postponed	Pass
6/20/2016	1	President	Referred	
6/20/2016	1	City Council	Introduced and Referred	

## CITY of ALBUQUERQUE TWENTY SECOND COUNCIL

COUNCIL BILL NO. O-16-19 ENACTMENT NO. \_\_\_\_\_

SPONSORED BY: Trudy E. Jones

### ORDINANCE

Creating A Department Of Asset Management Within The City Of Albuquerque (Jones)  
CREATING A DEPARTMENT OF ASSET MANAGEMENT WITHIN THE CITY OF  
ALBUQUERQUE.

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

Section 1. Creating a Department of Asset Management.

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

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

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

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

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

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

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

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

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

There is hereby created as a department of City government an Asset Management Department. The executive and administrative head of the Asset Management Department shall be the Director of Asset Management who shall be appointed by the Mayor. The Director shall hold office at the pleasure of the Mayor and shall be qualified by experience and training in real

estate finance, investment, property management, and facilities operation and management. The Department shall be operational by July 1, 2018.

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

1. Centralize and provide all real estate services for the City, including acquisition, disposition, leasing and property management.
2. Implement and maintain an integrated, citywide asset management program to manage data on all City-owned facilities outside of the public right of way in a uniform and consistent manner while maximizing the use and value of each property.
3. Complete and continually update a space utilization study and the development of new space standards for City offices that represent best asset management practices and achieve optimal efficiencies.
4. Develop a citywide space consolidation plan, based on the space utilization study, which optimizes the use of existing City-owned facilities and minimizes need for leased space.
5. Proactively address space consolidation and lease management tasks and negotiate all building leases for the City in order to achieve the best outcomes for the City.
6. Dispose of all City owned properties that are not being utilized to their maximum potential.
7. Prioritize capital investments in City buildings in a proactive manner based on strategic requirements, informed by data and reports generated from the asset management program, as opposed to allocating capital reactively to deferred maintenance needs.
8. Structure Citywide programs, processes, and agreements to reduce City energy consumption through energy conservation and renewable energy projects in both owned and leased space.
9. Identify and recommend facility maintenance and capital improvement projects through the Decade Plan to achieve a state of good repair across the City's facility portfolio.
10. Ensure that all building related construction, remodeling and rehabilitation projects are fully permitted and conform to applicable City, State, and Federal codes, ordinances and regulations. All such projects shall be reviewed and approved by the Asset Management, Planning and Municipal Development departments.

§ 2-18-4. CONSOLIDATION OF ASSET MANAGEMENT PROGRAMS WITHIN THE CITY. The Asset Management Department shall include and consolidate the Real Property and the

Facilities & Energy Management Divisions and all similar programs and activities within the Albuquerque Fire Department, Albuquerque Police Department, Cultural Services Department, Family and Community Services Department, Department of Municipal Development, Parks and Recreation Department, Planning Department (excluding those functions related to metropolitan redevelopment) and Transit Department and any other City programs and activities the Mayor deems appropriate.

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

§ 2-18-6. FUNDING. Funding for the Asset Management Department shall come from existing funding for those purposes currently appropriated within the Cultural Services, Family and Community Services, Fire, Municipal Development, Parks and Recreation, Planning, Police and Transit departments and from any additional funds allocated by the Council for these purposes.

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

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

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

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

- (A) Those facilities which make up the Downtown Facilities Area;

- (B) Those facilities which make up the Bio Park/Zoo and Aquarium Facilities Area;
- (C) Those facilities which make up the West Outlying Facilities Area;
- (D) Those facilities which make up the East Outlying Facilities Area.”

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

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

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

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