



County of Orange

County Executive Office

May 3, 2018

Honorable Judge Margines
Presiding Judge of the Superior Court of California
700 Civic Center Drive West
Santa Ana, CA 92701

Subject: Response to Status Inquiry Regarding Grand Jury Report, "Orange County Real Estate: Do they know what they have?"

Dear Judge Margines:

This letter is in response to the February 27, 2018 letter from Mr. Bob Niccum addressed to Frank Kim Chief Executive Officer, County of Orange. The letter requested an update on the three recommendations made in the June 10, 2015 Grand Jury Report entitled, "Orange County Real Estate: Do they know what they have?" Below is the update.

A complete database catalog of County and Flood District owned properties was completed in June 2016. Regarding a Computerized Management Maintenance Software (CMMS), the Board of Supervisors approved a contract to acquire CMMS on December 5, 2017. The CMMS will contain a very detailed inventory of leased and owned real estate assets, and it will facilitate budgeting and maintenance for all County owned assets. The CMMS system is currently being developed. There will be staffing needed to maintain the database. That staffing will be a subject of ongoing discussion with OCIT, OCPW, OCSO, CEO Real Estate and CEO Budget.

Currently, the CMMS project team and the software vendor have established a milestone timeline for the creation and population of the CMMS. Highlights of the milestones include:

Business Process Analysis & Documentation	5-22-18
Client Approval and Finalization of SOP	8-22-18
Confirmation of interface with CAPS+	9-13-18
Data Migrations	9-26-18
Confirmation of all interfaces with existing County Software Systems	9-12-19
Functional Implementation	12-3-19

RE: June 10, 2015: OC Real Estate: Do they know what they have?

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Training and support are part of the schedule at many points along the way. Work is progressing steadily and bi-weekly meetings continue between the project team and software vendor employees.

If you have any questions, please contact Lilly Simmering of the County Executive Office at (714) 834-6748

Sincerely,

A handwritten signature in black ink, appearing to read 'Frank Kim', with a long horizontal flourish extending to the right.

Frank Kim
County Executive Officer

cc: Bob Niccum, FY 2017-2018 Orange County Grand Jury Foreperson
Lilly Simmering, Deputy Chief Operating Officer, County Executive Officer
Thomas Mason, Administrative Manager II, CEO Real Estate