

CAPITAL IMPROVEMENT PROGRAM - Project Selection Criteria and Definitions

Updated: 7/17/15

City staff draft: 7/8/15, revised 7/12/15

CIP-CAC input: 7/15/15

Proposed Weight

High = 25

Medium/High = 20

Medium = 15

Medium/Low = 10

Low = 5

Regulatory Mandate (Funded or Unfunded)

Is the project required to comply with a Federal or State requirement or mandate?

No = 0 points

Yes = 3 points

City Council Goal Alignment - 5 City Council Goals

One goal = 1 point

Two goals = 2 points

Three or more goals = 3 points

1 - Develop a balanced and vibrant economy to improve socioeconomic status

2 - Ensure a financially-sound City government to maintain or improve levels of service

3 - Develop and maintain the public infrastructure to improve community appearance and encourage private investment

4 - Preserve and nurture a quality community to improve resident health and safety

5 - Engage the public to encourage community involvement and communication to build trust

Economic Development Return on Investment (ROI)

Does the project provide low, medium or high likelihood of private development/investment?

Low = 1 point

Medium = 2 points

High = 3 points

Priority in Plan documents (Comprehensive, Parks and Recreation, Transportation)

Is the project listed in one of three key long range planning documents adopted by the City?

No = 0 points

Yes = 3 points

Deferred Maintenance

Does the project address low, medium or high levels of deferred maintenance?

Low = 1 point

Medium = 2 points

High or Functionally Obsolete = 3 points

Impacted Population

of population within 3 miles?

Less than 5,000 = 1 point

5,000-10,000 = 2 points

over 10,000 or Citywide project = 3 points

Impacted Businesses

of employees within 3 miles?

Less than 1,000 = 1 point

1,000-3,000 = 2 points

over 3,000 or Citywide project = 3 points

"Window of Opportunity"

Is the project more feasible due to unforeseen outside funding or private investment/partners?

No = 0 points

Yes = 3 points

Operational Return on Investment / Payback Period

	Maximum Points	Proposed Weight	Total Possible Weighted Points	Weight
Regulatory Mandate (Funded or Unfunded)	3	25	75	High
Is the project required to comply with a Federal or State requirement or mandate? No = 0 points Yes = 3 points				
City Council Goal Alignment - 5 City Council Goals	3	20	60	Med/High
One goal = 1 point Two goals = 2 points Three or more goals = 3 points				
1 - Develop a balanced and vibrant economy to improve socioeconomic status 2 - Ensure a financially-sound City government to maintain or improve levels of service 3 - Develop and maintain the public infrastructure to improve community appearance and encourage private investment 4 - Preserve and nurture a quality community to improve resident health and safety 5 - Engage the public to encourage community involvement and communication to build trust				
Economic Development Return on Investment (ROI)	3	20	60	Med/High
Does the project provide low, medium or high likelihood of private development/investment? Low = 1 point Medium = 2 points High = 3 points				
Priority in Plan documents (Comprehensive, Parks and Recreation, Transportation)	3	15	45	Med
Is the project listed in one of three key long range planning documents adopted by the City? No = 0 points Yes = 3 points				
Deferred Maintenance	3	10	30	Med/Low
Does the project address low, medium or high levels of deferred maintenance? Low = 1 point Medium = 2 points High or Functionally Obsolete = 3 points				
Impacted Population	3	10	30	Med/Low
# of population within 3 miles? Less than 5,000 = 1 point 5,000-10,000 = 2 points over 10,000 or Citywide project = 3 points				
Impacted Businesses	3	10	30	Med/Low
# of employees within 3 miles? Less than 1,000 = 1 point 1,000-3,000 = 2 points over 3,000 or Citywide project = 3 points				
"Window of Opportunity"	3	10	30	Med/Low
Is the project more feasible due to unforeseen outside funding or private investment/partners? No = 0 points Yes = 3 points				
Operational Return on Investment / Payback Period	3	10	30	Med/Low

Determine the number of years to return the capital investment

Low or Long-term (> 15 years) = 1 point

Medium or Intermediate-term (5-15 years) = 2 points

High or Short-term (< 5 years) = 3 points

Timing of Benefit to the Community

3

5

15

Low

Determine the timeframe to complete the project from design to complete construction

Long-term benefit (multi-year project > 2 years) = 1 point

Intermediate-term benefit (1-2 year project) = 2 points

Short-term benefit (Project complete in 1 year or less) = 3 points

Additional Criteria (Funding)

2K Eligible

3

10

30

Med/Low

Is the project eligible for "2K" funding (i.e.: Parks, Recreation, or Transportation)?

No = 0 points

Yes = 3 points

Grants and Funding Source

3

10

30

Med/Low

What is the primary source of funding for the project?

General Fund = 0 points

General Fund and outside grants = 1 point

Non-General Fund = 2 points

Non-General Fund and outside grants = 3 points

Totals

36

155

465

Scoring Team (10 LT members)

IET (CM, DCM, ASO, Dir of Comm/IGR)

ILT (Dir of PW, Dir of PRG, Dir of FD)

Chief of PD

Dir of CD

Dir of ED