



# Capital Improvements & Preservation Plan (CIPP)

Evaluation Criteria

# Purpose

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- Present draft evaluation criteria for consideration and feedback
  - Prioritization of program categories
  - Prioritization of projects
- Highlight input from capital improvement program citizen advisory committee
- Schedule and next steps



# Why Create a Five Year CIPP

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- Budget certainty and predictability for projects
- Advances strategic goals and initiatives
- Systemic, programmatic approach to plan and manage city's project portfolio
- Sustainable approach to implement needed investments with available resources
- Communication tool for public and partners



# Adopted 2016 CIPP Philosophy

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- Focus on completing significant, existing project commitments
  - 2K Bond projects
  - Existing projects
  - Advance multi-year projects previously identified as a council priority
- More conservative approach to funding CIPP projects
- Establish a policy on how best to fund long-term capital maintenance needs



# 2017 Council Retreat


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- Priority outcomes guide evaluation criteria for capital projects
- Support for “maintain what have” – long-term capital replacement
- Need to fund “regulatory bucket” of capital projects (signals, etc.)
- Engage citizen advisory committee and staff to provide recommendations for council consideration



# Framework for Five Year Plan

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- **Traditional Capital Projects**
    - New parks, recreation amenities, roads & facilities
    - Variety of funding sources, including general fund
  - **Operational Capital Projects**
    - Signals, bridge replacement, warning towers, sidewalk connections, drainage/water quality, park/road enhancements, studies
    - General fund transfer + variety of fees
  - **Preservation Capital Projects**
    - Long-term asset maintenance/replacement of roads, flatwork, parks, and golf assets
    - Set annual funding amounts (percentage or dollar) to improve budget/project certainty
    - Facilities, fleet and information technology long-term capital projects will adopt a similar approach, but funded through internal service funds, not CIPP
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- The logo for Commerce City is located in the bottom right corner. It features a stylized green plant with three leaves and a stem. To the right of the plant, the words "Commerce" and "CITY" are stacked vertically in a serif font. "Commerce" is in a smaller size, and "CITY" is in a larger, bold size.

# Draft Evaluation Criteria

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- **Traditional Projects**

- Six priority outcome areas
- Regulatory mandate
- Safety benefit
- Community benefit
- State of Good Repair

- **Operational Projects**

- Six priority outcome areas
- Criteria by category
- Relative priority of operational project categories

- **Preservation Projects**

- Remaining life expectancy
- Condition (good, fair, poor)



# Draft Evaluation Criteria: Operational Projects

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- Signals
  - Meets warrants (y/n)
  - Safety (# of crashes)
  - Traffic Volumes
- Bridges
  - Structurally deficient
  - Functionally obsolete
- Emergency Management
  - Based on population growth and coverage map
- Sidewalk Connectivity
  - ADA compliance
  - Last mile connections
- Drainage/Water Quality
  - Needed for development
  - Third-party funding
- Park/Recreation Enhancements
  - Grasp analysis?
- Studies
  - Best practice?





# Feedback from CIPCAC

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- Received information on city council strategic planning process and CIPP direction to date
- Keypad polling to identify prioritization with qualitative discussion
- General excitement for expanding engagement and input to overall capital program; some recommended changes to structure and operating protocols



# Priority within the framework

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1. Preservation Projects
2. Operational Projects
3. Traditional Projects



# Priority within council outcomes

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1. Safe, multi-modal travel network
2. Location of choice for primary employers
3. Active living and healthy lifestyles for all residents
4. Financial compliance and stability
5. Fair and impartial administration of justice
6. Sense of historic and cultural significance



# Relative priority of operational categories

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1. Drainage/Water Quality
2. Bridges
3. Emergency Management
4. Traffic Signals
5. Sidewalk Connectivity
6. Parks/Recreation Enhancements
7. Studies



# Relative importance of criteria

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- Sought consistency with 2015 and 2016 approach endorsed by council and CIPCAC
1. Community benefit
  2. Regulatory mandate
  3. Safety benefit
  4. State of Good Repair



# Weighted Evaluation Criteria: Traditional Projects

Scoring Topic	Criteria	Points
Prior Funding Commitment	Yes/No	10 points/0 points
Priority Outcome Area	Yes/No	10 points/ 0 points
<i>Priority Area One</i>	<i>Points based on order</i>	<i>20 points</i>
<i>Priority Area Two</i>		<i>17 points</i>
<i>Priority Area Three</i>		<i>14 points</i>
<i>Priority Area Four</i>		<i>11 points</i>
<i>Priority Area Five</i>		<i>8 points</i>
<i>Priority Area Six</i>		<i>5 points</i>
Community Benefit	Citywide/Specific area	20 points / 10 points
Regulatory Mandate	Yes/No	20 points / 0 points
State of Good Repair	Yes/No	10 points/0 points
Safety Benefit	High, Moderate, Low, None	10 /8 /6 /4 points
	<b>Total</b>	<b>100 points total</b>

# Weighted Evaluation Criteria: Operational Projects

Scoring Topic	Criteria	Points
Prior Funding Commitment	Yes/No	10 points/0 points
Priority Outcome Area	Yes/No	10 points/ 0 points
<i>Priority Relativity 1-6</i>	<i>Points based on order</i>	20/17/14/11/8/5 points
Regulatory Mandate	Yes/No	20 points / 0 points
Safety Benefit	High, Moderate, Low, None	10 /8 /6 /4 points
Categorical Priority (1-7)	Points Based on Order	20/17/14/11/8/5/2
State of Good Repair	Yes/No	10 points/0 points
	<b>Total</b>	<b>100 points total</b>



# Policy Considerations

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- Need to create additional, consistent revenue streams for CIPP
- Relative priority of CIPP to operations and service levels





# 2018 – 2022 Submittals

CIPP Summary By Project Type	
Traditional	\$168,943,600
Operational	\$22,490,521
Preservation	\$16,952,500
<b>Total</b>	<b>\$208,386,621</b>
CIPP Summary By Department	
<b>Community Development</b>	<b>\$250,000</b>
Traditional	\$0
Operational	\$250,000
Preservation	\$0
<b>Parks, Recreation &amp; Golf Department</b>	<b>\$5,257,500</b>
Traditional	\$1,270,000
Operational	\$435,000
Preservation	\$3,552,500
<b>Police Department</b>	<b>\$345,521</b>
Traditional	\$0
Operational	\$345,521
Preservation	\$0
<b>Public Works Department</b>	<b>\$202,533,600</b>
Traditional	\$167,673,600
Operational	\$21,460,000
Preservation	\$13,400,000



# Next Steps

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- July 17: finalize evaluation criteria for plan
- End of July: CIPCAC/Staff scoring
- August: initial prioritization results, finalize five year plan at budget retreat
- 2017+: CIPCAC transition
- 2017+: CIPP plan document, program structure, project management manual, etc.





# Questions

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# Background Information

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CIPP History, Definitions & Funding Sources

# History of Five Year CIPP

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- Idea generated during 2015 Council Retreat
- Sustainable way to implement needed investments
- Established project evaluation criteria in 2015
- Approved 2016 CIPP plan, additional project funding discussed during 2016 winter retreat



# Definitions

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- A capital improvement project will add value or extend the life of a capital asset. Capital improvement projects, which may include capital construction and capital maintenance projects, for the purposes of this program, are defined as “non-recurring major projects.”
- • Generally, projects include building improvements and any public infrastructure improvements costing \$50,000 or more.



# Definitions

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- Does not include vehicles and equipment acquired and funded through the Fleet Management Internal Service Fund or the routine acquisition of computers, related equipment, or software applications, funded through the Information Technology Internal Service Fund.
- Facility capital projects in excess of \$50,000 funded through the Facility Services Internal Services Fund and the Information Technology Internal Service Fund shall be treated as Capital Expenditures in a “Special Fund” under Section 12.10 “Lapse of Appropriation” provisions of the City Charter, without having to be budgeted within the Capital Improvement and Preservation Plan Fund.
- Capital projects and fixed assets costing between \$5,000 and \$50,000 continue to be budgeted under the department’s capital outlay.



# CIPP Funding Sources

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- Variety of sources, most of which are restricted
- Restrictions complicate the project funding and scheduling





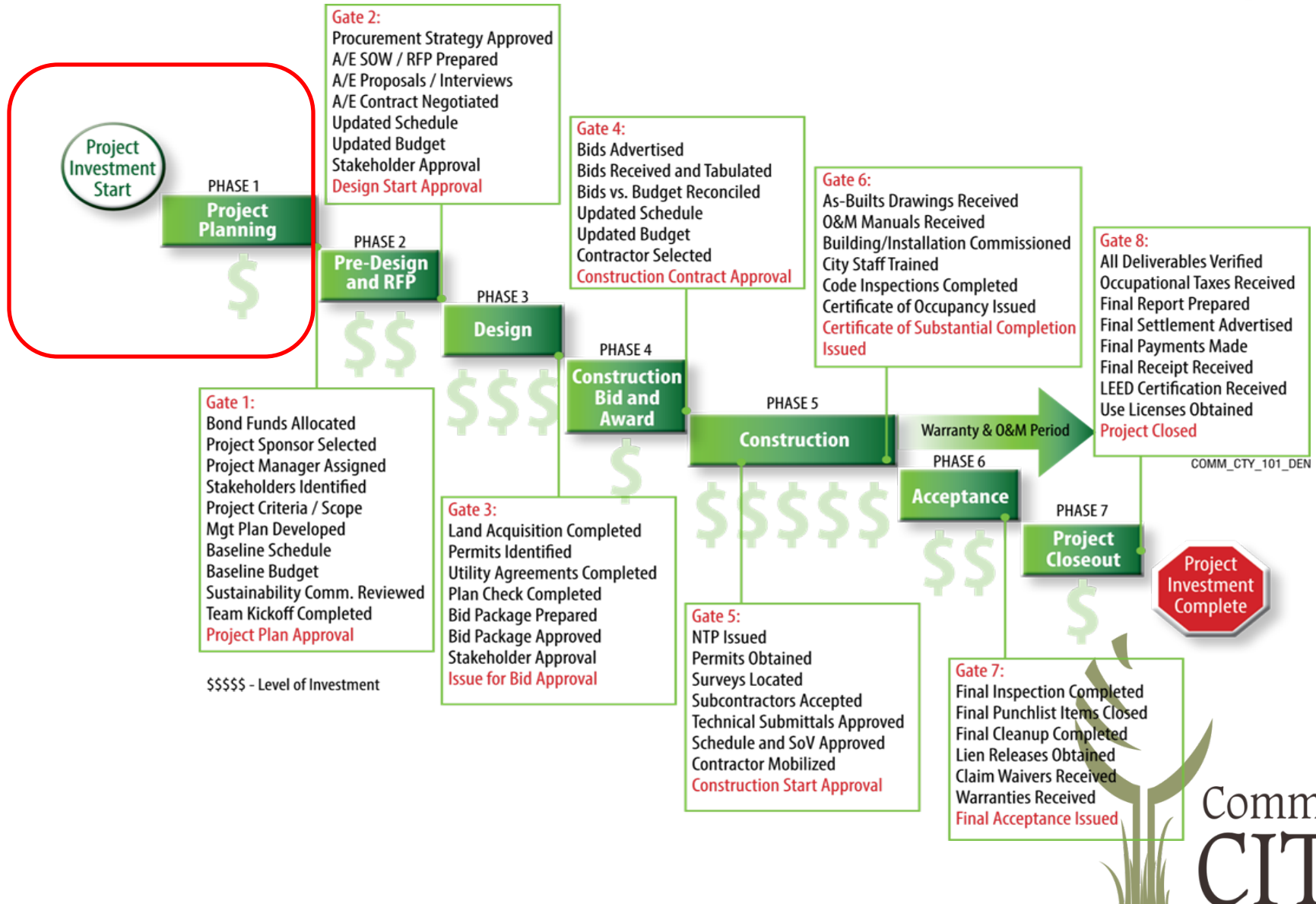
# CIPP Funding Sources

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- General Fund
- Highway Users Tax
- Motor Vehicle Registration
- Solid Waste
- AdCo Open Space
- Lottery
- Park Impact Fee
- AdCo Road & Bridge
- Road Impact Fee
- Drainage Basin
- Fleet Retained Earnings
- IT Retained Earnings
- All GIDs (future)
- Airport revenue (future)
- CDBG (future)



# Project Management Approach





# Background Information

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Five Year History, Criteria, Adopted Philosophy

# Duties and Role

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- The committee shall advise the City on matters relating to the implementation of the voter approved Ballot Issue 2K, and perform such additional duties as requested by Commerce City
- Shall serve in an advisory capacity



# Mission and Function

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- Provide advice to Council on opportunities and issues related to the implementation of the five approved CIP projects, specifically relating to the three key program elements of:
  - Accountability – Demonstrating effective stewardship of taxpayer dollars
  - Engagement – Provide tangible opportunities for community members to engage
  - Potential – Leverage civic support and progress beyond the initial five projects



# Mission and Function

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- To receive staff reports on the progress of each approved CIP project in relationship to established schedules, budget allocations, project goals, & quality management guidelines.
- To review and provide comment on public engagement and public information plans.
- To promote public awareness and understanding of the voter-approved CIP projects and the implementation of each



# Membership

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- Consists of 11 members,
  - Two representatives from each of the four wards
  - Three members for the city at-large.
- Appointed to three-year staggered terms and shall serve no more than two (2) consecutive terms.
- Meet at least quarterly, more frequently as needed.

