



# **City of Westland**

# **Capital Improvements Plan**

**FY 2021-22 to FY 2026-27**

**Adopted on June 7, 2021**

**William R. Wild, Mayor**

**Department of Finance and Budget**

**Mayor**

William R. Wild

**Deputy Mayor**

Michael J. Reddy

**City Clerk**

Richard LeBlanc

**City Council**

James Hart (Council President)

Michael Londeau (Council President Pro-Tem)

James Godbout

Tasha Green

Peter Herzberg

Mike McDermott

Andrea Rutkowski

**Directors**

Jennifer Nieman-Stamper - Assessor

Daniel Block – Budget Director

Ralph Welton – Building Director

Hassan Saab – Neighborhood Services Director

Craig Welkenbach – Cable TV Director

Shannon Inman – Deputy Clerk

Vacant – Diversity Equity Inclusion Director

James Fausone – City Attorney

Joanne Campbell – Community Development Director

Craig Brown – Computer Information Systems Director

Devin Adams – Controller/Purchasing Director

Aubrey Berman – Economic Development Director

Steven Smith – Finance Director

James Morris – Fire Chief

Joe Burton – Municipal Services Bureau Director

Victor Barra – Facilities Director

Kyle Mulligan – Parks & Recreation Director

Stephani Field – Personnel Director

Mohamed Ayoub – Planning Director

Jeff Jedrusik – Police Chief

Ramzi El-Gharib – Public Services Director

Barbara Marcum – Senior Resources Director

Doug Morton – Water & Sewer Superintendent

Paul Motz – Youth Assistance Director

## **Table of Contents**

### **Background:**

- Summary
- Significance

### **The Process:**

- Preparation
- Project Requests
- Implementation
- Annual Update

### **Structure:**

- The Capital Improvements Program
- Current Procedure
- Total Project Costs and Percentage of CIP FY 2021-22 to FY 2026-27

### **Forms:**

- Project Application Form
- Project Scoring Form

## **Summary**

The Capital Improvements Plan (CIP) is a tool used to implement the Master Plan of the City. It is a budgeting process necessary to determine public improvement needs over a six-year period. Capital improvements refer to major, non-recurring expenditures such as land, buildings, public infrastructure and equipment. It represents the use of planning and management techniques to improve the economy of the City. Finally, it will assist the City in administering public projects in an efficient and timely manner. By providing funding for strategic investments, the CIP helps ensure that consistent development can occur that align with the community's plans and vision. Every community has different needs and capacities, so the capital improvements process is tailored to fit the unique needs of each community.

### **Significance of The CIP: Why is Planning Important?**

The Capital Improvements Plan allows for systemic evaluation of all potential projects in the City at the same time. By focusing on the efficient use of public funds, the community can focus on goals, needs, and capabilities. It has the ability to improve the basis for intergovernmental and regional cooperation. The CIP guides future growth and development and helps maintain a stable financial program within the community.

### **Preparation**

The process for creating the Capital Improvement Plan begins with a review of the previous CIP and validation of proposed needs and project requests by Department Heads. The preparation of the CIP and annual budget are closely linked. The first year of the Capital Improvements Plan, known as the capital budget, outlines specific projects and appropriates funding for those projects. It is usually adopted in conjunction with the community's annual operating budget. Projects and financing sources outlined for subsequent years are not authorized until the annual budget for those years is legally adopted. The five ensuing years serve as a guide for future planning and are subject to further review and modification as needed.

### **Project Requests**

Every year, the Finance Department will issue a memorandum to all Department Heads asking that they submit capital improvement project requests. Project requests must come with documentation and the expected cost of completion. Projects are ranked on a scale, then assessed by the CIP Review Committee made up of The Mayor, the Deputy Mayor, the Finance Director, and the Budget Director.

#### **Criteria to Consider:**

- Is the project mandated by State or Federal law or regulation?
- Does the project replace or rehabilitate an existing deteriorated facility?
- Is the timing of the project coordinated with other projects, thereby reducing cost?
- Does the project advance community goals and policies outlined in the Master Plan, Parks, Parks and Recreation Plan, or other adopted policy document?

- Will the completed project result in a reduction of annual operation and maintenance costs?
- Will the project promote economic development & job creation in the community?

## **Implementation**

The CIP is a powerful tool for implementing a community's master plan, downtown plan and other planning documents. Capital investments such as utility extensions, road improvements and/or the purchase of park land can have a substantial impact on development patterns. By providing funding for strategic investments at a given time and location, the CIP helps ensure that development occurs consistent with a community's plans and vision.

## **Annual Update**

Given the high degree of uncertainty in projecting future revenues and operating expenditures, it is important to review and adjust future expenditure and revenue trends annually. It should also be kept in mind that the Capital Improvements Plan and the inclusion of projects in the CIP do not represent an irrevocable commitment to those projects. The CIP will be annually updated, and as each year's update is prepared, new information regarding revenue and expenditure trends and the needs and priorities of the City will be taken into consideration. Based on this new information, projects will be added to or dropped from the Plan, or targeted completion dates will be adjusted as needed.

## The Capital Improvements Program



### **Six Year Capital Improvements Plan:**

- Mid-range planning document.
- Describes all proposals submitted by individual departments.
- Includes an assessment & prioritization of each project.
- Submitted to City Council for approval and adoption.

### **First-year Capital Improvements Budget:**

- Short-range budget document.
- Recommends which of these capital needs should be funded.
- Identifies the expected revenue sources.
- Submitted to City Council for approval and adoption.

## **Current Procedure**

**Step 1.** Individual department project submittal via proposed CIP project submittal form with supporting documentation for consideration in the next fiscal year CIP.

**Step 2.** Review proposed capital improvement projects.

1. A street; square, park, playground, public way, ground or other open space; or public building or other structure shall not be constructed or authorized for construction in an area covered by a municipal master plan unless;
  - a. The legislative body having jurisdiction over the authorization or financing of the project submits information regarding the location, character and extent of the proposed street, public way, open space, structure or utility project for review and approval.

**Step 3.** The Capital Improvement Plan is included in the budget and submitted to City Council for review and approval.

## Capital Improvement Plan for FY 2021-22 to FY 2026-27

### General Capital Improvements

Fund	Department	Project/Asset Description	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
422 - Capital Projects Fund	Finance/Facilities	General Exterior Improvements	10,500					
422 - Capital Projects Fund	Finance/Facilities	Technology Upgrades at City Hall	50,000					
422 - Capital Projects Fund	DPS	Replace '02 Vermeer #280 Chipper	95,000					
422 - Capital Projects Fund	Fire Department	FD Aerial Truck [7 year lease financing] - \$800,000 total cost. Engine 1	110,919	110,919	-			
		Airpacks firefighting - Total \$330,000 - Financed estimated over 4 years -						
422 - Capital Projects Fund	Fire Department	Purchased in 2019	63,681	63,681	63,681	-	-	
422 - Capital Projects Fund	Fire Department	Fire Rescue Vehicle 4	227,000	-	-			
		Workstation/Server Upgrades to be upgraded to Windows 10 and Windows Server 2016 - Financed this through Lenovo Financial Services	42,608	42,608	17,753			
422 - Capital Projects Fund	CIS	Pickle ball courts at Corrado Park	90,000					
422 - Capital Projects Fund	Parks and Recreation	Dog Park Installment	150,000					
422 - Capital Projects Fund	Planning	Comprehensive Rewrite & Reformat of Zoning Ordinance (grant of \$30,000 from MEDC and is also a requirement of RRC cert)	10,000					
422 - Capital Projects Fund	Police	Mobile and Prep Radio Equipment - Scheduled Contract payments to Motorola	50,645	50,645	50,645			
422 - Capital Projects Fund	Police	Ballistic Vests - \$750 each BEFORE 50% reimbursement	6,750					
422 - Capital Projects Fund	Police	Taser Axon-Body Camera Taser Program - Scheduled Contract Payments	129,487	129,487	135,000			
		Police Vehicles with Outfitting (3 vehicles) - \$47,310 EACH Includes full outfit	141,930					
422 - Capital Projects Fund	Police	1 community police Electric Ford F-150 Vehicle	28,000					
422 - Capital Projects Fund	Police	CLEMIS Live Scan System	21,000					
		Various Future Needs	-	150,000	150,000	150,000	150,000	150,000
		Total	1,227,521	547,341	417,080	150,000	150,000	150,000

## Water & Sewer Capital Equipment

Fund	Department	Project/Asset Description	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Water & Sewer Fund	Water & Sewer	Replace '01 Sierra #120 Pickup	43,000					
Water & Sewer Fund	Water & Sewer	Replace '01 #59 Pickup	43,000					
Water & Sewer Fund	Water & Sewer	Vermeer log grappler attachment/skid steer	8,500					
Water & Sewer Fund	Water & Sewer	Replace - Chevy C8500 5yd Dump #55 '05	185,000					
Water & Sewer Fund	Water & Sewer	Replace 2010 Vactor	510,000					
Water & Sewer Fund	Water & Sewer	Replace '06 #67 Pickup	43,000					
Water & Sewer Fund	Water & Sewer	Various Equipment Needs	-	500,000	500,000	500,000	500,000	500,000
		Total	832,500	500,000	500,000	500,000	500,000	500,000

## Major Roads

Project ID Number	Project Name	Neighborhood	Surface	Repair	Project Cost	SIX-YEAR FUNDING SCHEDULE					
						Year 1 2021/22	Year 2 2022/23	Year 3 2023/24	Year 4 2024/25	Year 5 2025/26	Year 6 2026/27
1	Wayne Rd - Ford to Warren - Wayne County Project	19,21,29,30,31,32	Conc/HMA	2" HMA Mill & HMA	No City Share	-					
2	Venoy - Bridge to Grand Travers - Wayne County Project Maint	8,9	HMA	2" HMA Mill & HMA	No City Share	-					
3	District 47 Industrial Roads	47	Conc	Section Repair	\$ 400,000	\$ 400,000					
4	John Hix & Folrence - North of Cherry Hill	46	HMA	2" HMA Mill & HMA	\$ 100,000	\$ 100,000					
5	Superior Parkway- Cherry Hill to Huron Prkw	46	Conc	2" Mill Conc and HMA	\$ 350,000	\$ 350,000					
6	Yale St - Hunter to Warren	31	Conc	Section Repair	\$ 250,000	\$ 250,000					
7	Carlson - Palmer to Canyon	34, 40	Conc	2" Mill Conc and HMA	\$ 250,000	\$ 250,000					
8	Grand Traverse Resurfacing Phase 1 Glenwood to Belding	13	HMA	Resurfacing	\$ 400,000	\$ 400,000					
9	Newburgh - Ford to Cherry Hill FAC Grant	34,45	HMA	3" HMA Mill & HMA	\$ 400,000	\$ 400,000					
10	Palmer Sidewalk - Hambleton to Christine TAP Grant	14, 15	Conc	Sidewalk Gap Filling	\$ 100,000	\$ 100,000					
11	Pavement Markings	City Wide		Pavement Markings	\$ 50,000	\$ 50,000					
12	Grand Traverse Resurfacing Phase 2 Belding to Venoy Notthgate to Merriman	9, 13	HMA	Resurfacing	\$ 100,000		\$ 100,000				
13	Grand Northgate to Merriman		HMA	Resurfacing	\$ 400,000		\$ 400,000				
14	Palmer - Schuman to Hamilton	12,13,14,15	HMA	Mill & Overlay	\$ 300,000		\$ 300,000				
15	Palmer - Tredwell to Harvey	36,37,38,39	HMA	Mill & Overlay	\$ 325,000		\$ 325,000				
16	John Hix - Palmer to Cherry Hill	43,44	HMA	Mill & Overlay	\$ 525,000		\$ 525,000				
17	Merriman Rd Warren to Hines Dr 2 Bridge Rehab- Wayne County Project STP-U	23	HMA	Full Depth HMA Recon	\$ 250,000		\$ 250,000				
18	Wayne Rd - Cherry Hill to Ford - Wayne County Project STP-U	17,18,33	Conc/HMA	Mill & Overlay	\$ 200,000		\$ 200,000				
19	Palmer - Merriman to Henry Ruff	3	HMA	Mill & Overlay	\$ 350,000			\$ 350,000			
20	Grand Traverse Resurfacing Phase 3 Belding to Venoy	9	HMA	Resurfacing	\$ 400,000			\$ 400,000			
21	Ann Arbor Trail - Inkster to Middlebelt *	22	Comp	Mill & Overlay	\$ 600,000			\$ 600,000			
22	Nankin Blvd - Central City to Warren	30	Conc	Pavement Repair	\$ 250,000			\$ 250,000			
23	Warren Rd - Wayne to Newburgh - Joint Project with Wayne County	47,48,30,31	Conc	Mill & Overlay	\$ 250,000			\$ 250,000			
24	Wayne Rd- Palmer to Cherry Hill- Wayne County Project STP-U	15,16,35,36	HMA	Mill & Overlay	\$ 250,000			\$ 250,000			
25	Pavement Markings	City Wide		Pavement Markings	\$ 50,000			\$ 50,000			
26	Palmer - Venoy to Merriman	6,7,8	HMA	Mill & Overlay	\$ 450,000				\$ 450,000		
27	Ann Arbor Trail - Donna to Middlebelt *	23,24	Comp	Mill & Overlay	\$ 300,000				\$ 300,000		
28	Newburgh - Joy to Tonquish Bridge*	48, 49	Conc	Full Depth Conc Repairs	\$ 600,000				\$ 600,000		
29	Palmer - Hannan to S John Hix	42	HMA	Mill & Overlay	\$ 300,000				\$ 300,000		
30	S John Hix - Palmer to Glenwood	42	HMA	Mill & Overlay	\$ 350,000				\$ 350,000		
31	Hubbard - Avondale to Parkwood	5,6	Conc	35% Conc Sect	\$ 350,000					\$ 350,000	
32	Marquette- Newburgh to Wayne*	34	HMA	6" HMA Mill & HMA	\$ 1,200,000					\$ 1,200,000	
33	Ann Arbor Trail - Merriman to Donna*	23,25	Comp	Mill & Overlay	\$ 450,000					\$ 450,000	
34	Pavement Markings	City Wide		Pavement Markings	\$ 50,000					\$ 50,000	
35	Year 6 (2026-2027)				\$ 2,000,000						\$ 2,000,000

TOTAL PROJECTS

\$ 12,800,000 \$ 2,300,000 \$ 2,100,000 \$ 2,150,000 \$ 2,000,000 \$ 2,050,000 \$ 2,000,000

## Local Roads

Project ID Number	Project Name	Neighborhood	Ex Surface	Repair	Project Cost	SIX-YEAR FUNDING SCHEDULE					
						Year 1 2021/22	Year 2 2022/23	Year 3 2023/24	Year 4 2024/25	Year 5 2025/26	Year 6 2026/27
1	Avondale - Venoy to Merriman	5	Concrete	Concrete Patch	\$ 400,000	\$ 400,000					
2	Neighborhood Program 18	18	HMA	Asphalt Pavement Repair	\$ 100,000	\$ 100,000					
3	Neighborhood Program 35-34	34, 35	Conc	Concrete Patch	\$ 250,000	\$ 250,000					
4	Christine to Neighborhood Program 37 +14	14, 37	HMA	Asphalt Pavement Repair	\$ 400,000	\$ 400,000					
5	Neighborhood Program 42+43	42, 43	Conc	Concrete Patch	\$ 400,000	\$ 400,000					
6	Neighborhood Program 28	28	Conc	Concrete Patch	\$ 350,000	\$ 350,000					
7	Neighborhood Program 11	11	Conc	Section Repair, Joint Seal	\$ 300,000		\$ 300,000				
8	Neighborhood Program 37	37	HMA	Asphalt Pavement Repair	\$ 450,000		\$ 450,000				
9	Neighborhood Program 40	40	Conc	Section Repair, Joint Seal	\$ 400,000		\$ 400,000				
10	Neighborhood Program 43	43	Conc	Section Repair, Joint Seal	\$ 350,000		\$ 350,000				
11	Steinhauer Ave - Merriman to Henry Ruff	4	Conc	2" Mill and Overlay	\$ 500,000			\$ 500,000			
12	Neighborhood Program 16	16	Conc	Section Repair, Joint Seal	\$ 400,000			\$ 400,000			
13	Neighborhood Program 32	32	HMA	Asphalt Pavement Repair	\$ 400,000			\$ 400,000			
14	Neighborhood Program 41	41	Conc	Section Repair, Joint Seal	\$ 350,000			\$ 350,000			
15	Neighborhood Program 46	46	Conc	Section Repair, Joint Seal	\$ 350,000			\$ 350,000			
16	Neighborhood Program 2	2	HMA	Asphalt Pavement Repair	\$ 300,000				\$ 300,000		
17	Neighborhood Program 4	4	Conc	Section Repair, Joint Seal	\$ 400,000				\$ 400,000		
18	Avondale- Wayne to Schuman	11, 12, 15, 16	Conc	Section Repair, Joint Seal	\$ 300,000				\$ 300,000		
19	Neighborhood Program 33	33	HMA	Asphalt Pavement Repair	\$ 300,000				\$ 300,000		
20	Neighborhood Program 35	35	Conc	Section Repair, Joint Seal	\$ 400,000				\$ 400,000		
21	Neighborhood Program 39	39	Conc	Section Repair, Joint Seal	\$ 350,000				\$ 350,000		
22	Neighborhood Program 14	14	HMA	Asphalt Pavement Repair	\$ 400,000					\$ 400,000	
23	Neighborhood Program 19	19	Conc	Section Repair, Joint Seal	\$ 400,000					\$ 400,000	
24	Neighborhood Program 22	22	Conc	Section Repair, Joint Seal	\$ 350,000					\$ 350,000	
25	Neighborhood Program 24	24	Conc	Section Repair, Joint Seal	\$ 400,000					\$ 400,000	
26	Neighborhood Program 29	29	HMA	Section Repair, Joint Seal	\$ 450,000					\$ 450,000	
27	Neighborhood Program 20	20	HMA	Asphalt Pavement Repair	\$ 400,000						\$ 400,000
28	Neighborhood Program 3	3	Conc	Section Repair, Joint Seal	\$ 450,000						\$ 450,000
29	Neighborhood Program 12	12	HMA	Asphalt Pavement Repair	\$ 350,000						\$ 350,000
30	Neighborhood Program 50	50	Conc	Section Repair, Joint Seal	\$ 400,000						\$ 400,000
31	Neighborhood program 1	1	Conc	Section Repair, Joint Seal	\$ 400,000						\$ 400,000

TOTAL PROJECTS

\$ 11,450,000 \$ 1,900,000 \$ 1,500,000 \$ 2,000,000 \$ 2,050,000 \$ 2,000,000 \$ 2,000,000

## Water & Sewer

### Water System Projects

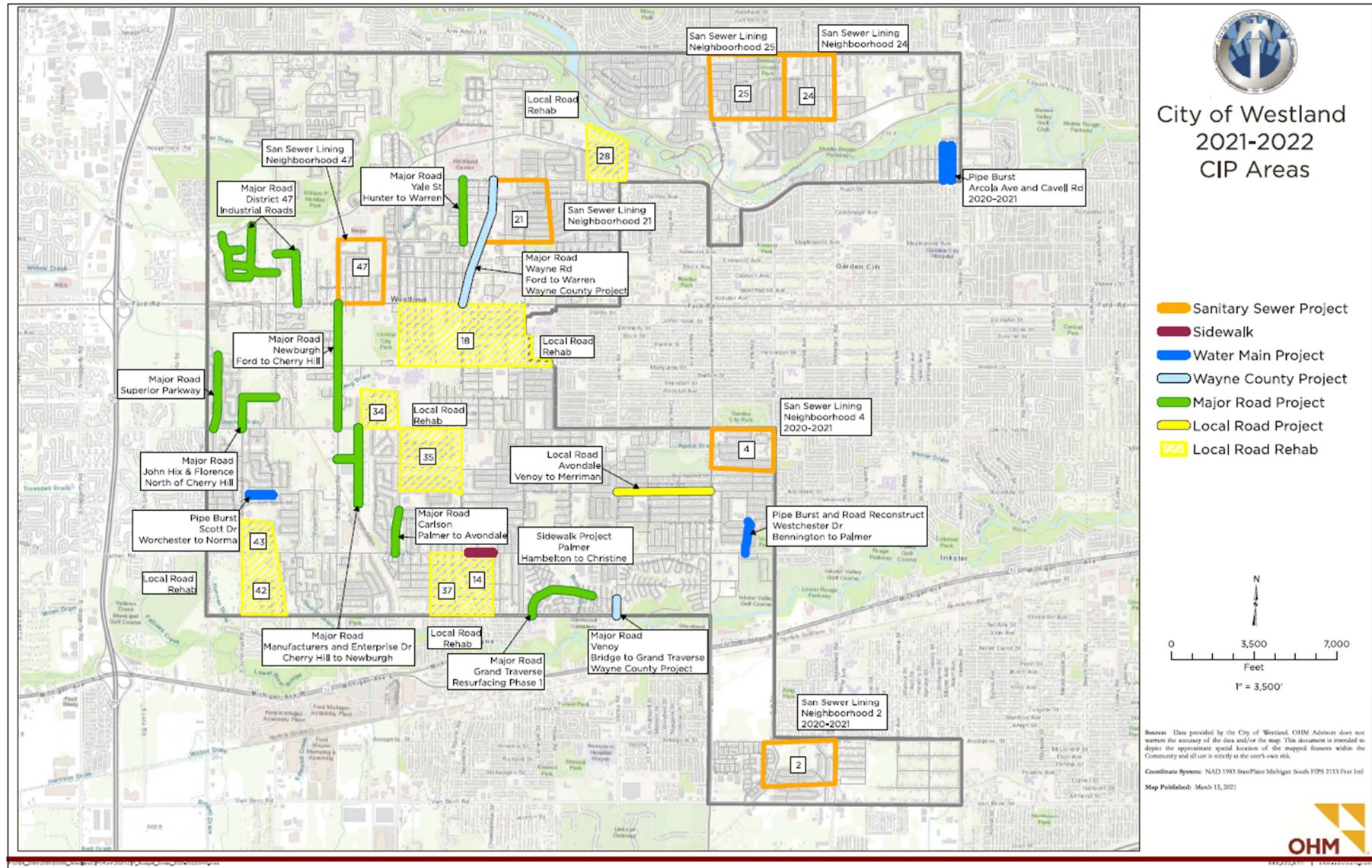
Project ID Number	Project Name	Neighborhood	Construction Type	Length	Total Project Cost	SIX-YEAR FUNDING SCHEDULE					
						Year 1 2021/22	Year 2 2022/23	Year 3 2023/24	Year 4 2024/25	Year 5 2025/26	Year 6 2026/27
1	Westchester Dr - Bennington to Palmer	3	Pipe Burst Recon Road	1,500	\$ 1,350,000	\$ 1,350,000					
2	Scott Dr - Worchester to Norma	44	Pipe Burst	1,000	\$ 350,000	\$ 350,000					
3	Galvanized Water Service Rep Yr 1	City Wide		40 Ea	\$ 320,000	\$ 320,000					
4	Lynx Farmington to Cowan	28	Pipe Burst	1,500	\$ 450,000		\$ 450,000				
5	Cowan Rd - Farmington to Venoy	28	Pipe Burst Recon Road	1,300	\$ 1,100,000		\$ 1,100,000				
6	Maes - Maes to Norma	41,44	Pipe Burst	1,000	\$ 350,000		\$ 350,000				
7	Galvanized Water Service Rep Yr 2	City Wide		40 Ea	\$ 320,000		\$ 320,000				
8	Steinhauer Ave - Merriman to Henry Ruff	4	Pipe Burst	2,900	\$ 1,300,000			\$ 1,300,000			
9	Parkwood-Venoy to Alvin	10	Pipe Burst	1,200	\$ 500,000			\$ 500,000			
10	London Townhouse - Whitehall to Contrey	24	Open Cut	1,000	\$ 375,000			\$ 375,000			
11	Galvanized Water Service Rep Yr 3	City Wide		40 Ea	\$ 320,000			\$ 320,000			
12	Schumann- Avondale to Palmer	10, 12	Pipe Burst	2,800	\$ 700,000				\$ 700,000		
13	S Christine -Glenwood to Norene	14	Open Cut	1,350	\$ 500,000				\$ 500,000		
14	School St - Wayne to Christine	17	Open Cut	1,400	\$ 250,000				\$ 250,000		
15	Rolf- Florance to Avondale	35	Pipe Burst	1,800	\$ 450,000				\$ 450,000		
16	Galvanized Water Service Rep Yr 4	City Wide		40 Ea	\$ 320,000				\$ 320,000		
17	Grand Travers- Venoy to Northgate	8	Open Cut	3,500	\$ 1,750,000					\$ 1,750,000	
18	Alvin-Parkwood to Avondale	10	Pipe Burst	1,000	\$ 250,000					\$ 250,000	
19	Galvanized Water Service Rep Yr 5	City Wide		40 Ea	\$ 320,000					\$ 320,000	
20	Year 6 (2026-2027)				\$ 2,300,000						\$ 2,300,000

TOTAL PROJECTS \$ 13,575,000 \$ 2,020,000 \$ 2,220,000 \$ 2,495,000 \$ 2,220,000 \$ 2,320,000 \$ 2,300,000

## Sanitary System Projects

Project ID Number	Project Name	Neighborhood	Length	Total Project Cost	SIX-YEAR FUNDING SCHEDULE					
					Year 1 2021/22	Year 2 2022/23	Year 3 2023/24	Year 4 2024/25	Year 5 2025/26	Year 6 2026/27
1	San Sewer Lining Neighborhood 21	21	21,000	\$ 1,100,000	\$ 1,100,000					
2	San Sewer Lining Neighborhood 24	24	11,000	\$ 500,000	\$ 500,000					
3	San Sewer Lining Neighborhood 25	25	5,800	\$ 300,000	\$ 300,000					
4	San Sewer Lining Neighborhood 47	47	10,000	\$ 450,000	\$ 450,000					
5	San Sewer Lining Neighborhood 16	16	17,065	\$ 850,000		\$ 850,000				
6	San Sewer Lining Neighborhood 20	20	11,080	\$ 550,000		\$ 550,000				
7	San Sewer Lining Neighborhood 28	28	6,200	\$ 310,000		\$ 310,000				
8	San Sewer Lining Neighborhood 35	35	10,400	\$ 450,000		\$ 450,000				
9	San Sewer Lining Neighborhood 5	5	18,260	\$ 925,000			\$ 925,000			
10	San Sewer Lining Neighborhood 4	4	5,000	\$ 250,000			\$ 250,000			
11	San Sewer Lining Neighborhood 22	22	22,210	\$ 1,100,000			\$ 1,100,000			
12	San Sewer Lining Neighborhood 3	3	21,540	\$ 1,000,000				\$ 1,000,000		
13	School St, College, University 8" to 10"	17	4,200	\$ 750,000				\$ 750,000		
14	San Sewer Lining Neighborhood 36	36	11,400	\$ 575,000				\$ 575,000		
15	San Sewer Lining Neighborhood 10	10	13,025	\$ 650,000					\$ 650,000	
16	San Sewer Lining Neighborhood 6	6	23,025	\$ 1,200,000					\$ 1,200,000	
17	San Sewer Lining Neighborhood 29	29	9,000	\$ 450,000					\$ 450,000	
18	Year 6 (2026-2027)			\$ 2,200,000						\$ 2,200,000
TOTAL PROJECTS				\$ 13,610,000	\$ 2,350,000	\$ 2,160,000	\$ 2,275,000	\$ 2,325,000	\$ 2,300,000	\$ 2,200,000

## Map of Major and Local Roads and Water & Sewer Projects



# **FY2020/21 – 2025/26 Capital Improvements Plan Project Application Form**

**Project Title:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Date Submitted:** \_\_\_\_\_

**CIP ID #:** \_\_\_\_\_

**Priority:** \_\_\_\_\_

**Estimated Project Cost:** \$\_\_\_\_\_

**Fiscal Year:** \_\_\_\_\_

**Project Description:** \_\_\_\_\_

---

---

**Project Justification:** \_\_\_\_\_

---

---

**Impact on Operating Expenses:** \_\_\_\_\_

**Funding Source:** \_\_\_\_\_

**Financing Method:** \_\_\_\_\_

**Other Notes:** \_\_\_\_\_

---

---

# Capital Improvements Project Scoring Form

Project Title: \_\_\_\_\_

Department: \_\_\_\_\_

Date: \_\_\_\_\_

CIP ID #: \_\_\_\_\_

Rater Name: \_\_\_\_\_

Total Score: \_\_\_\_\_

	Score Range	Rater Score	Weight	Total Points
<b>Contributes to the Health, Safety, and Welfare of the Community</b>				
Eliminates a known hazard	5			
Eliminates a potential hazard	4			
Materially contributes	3		5	
Minimally contributes	2			
No impact	1			

<b>Project Needed to Comply with Local, State, or Federal Law</b>				
Yes	5		5	
No	0			

<b>Project Conforms to an Adopted Program, Policy, or Plan</b>				
Program is consistent with adopted City Council policy or plan	5			
Program is consistent with administrative policy	3		4	
No policy/plan in place	0			

<b>Project Remediates an Existing or Projected Deficiency</b>				
Completely remedies the problem	5			
Partially remedies the problem	3		3	
No	0			

Will the Project Upgrade Facilities?			
Rehabilitates/upgrades existing facility	5		
Replaces existing facility	3		
New facility	1		

Contributes to the Long-Term Needs of the Community			
More than 30 years	5		
21-30 years	4		
11-20 years	3		
4-10 years	2		
3 years or less	1		

Service Area of the Project			
Regional	5		
City-wide	4		
Several neighborhoods	3		
One neighborhood or less	1		

Department Priority			
High	5		
Medium	3		
Low	1		

Project Delivers Level of Service Desired by the Community			
High	5		
Medium	3		
Low	1		