RANKING SYSTEM SUMMARY

A. DEFINITION

A Capital Improvements Plan (CIP) is a multi-year flexible plan outlining the goals and objectives regarding public facilities for the City of Bryan. This plan includes the development, modernization, or replacement of physical infrastructure facilities. For a project to be defined as a capital project it must be at least $200,000 in cost, be nonrecurring, provide at least 5 years of benefit and be an addition to the City's assets. Capital improvement projects are roads, utilities, technology improvements, and municipal facilities.

B. GOAL

The goal from the development of a 5-year CIP is a plan that outlines the projected infrastructure improvement needs of the city to assist in the planning and budgeting process. This plan will include a summary of the improvements, an estimated cost, a schedule for the improvements, and the source of funding for the project. The CIP will prioritize the identified projects into yearly plans based on functional and project categories. Because the city's goals and resources are constantly changing, this plan is designed to be re-evaluated periodically to reaffirm or reprioritize the capital improvement projects.

C. PRIORITIZATION

The prioritization of the eligible projects is done by a CIP ranking system. Each potential project must first be classified as a CIP project according to the definition above. If the above criteria are met, the project will be given areas of emphasis ranking and a financial, technical, and regulatory ranking. These rankings will be combined, producing a CIP score for the project. Based on this CIP score the projects will be grouped into yearly project groups for the next five years. The components and scoring scale that make up the areas of emphasis ranking and financial, technical, and regulatory ranking are included.

D. PROJECT TYPES

After the overall CIP score is assigned to each project the projects will be re-aligned based on the project type. These types would include water, sewer, streets, storm water, paving, drainage, facilities, parks and miscellaneous.

E. FUNDING LIMITS

On an annual basis, funds for CIP projects will be limited based on the City's bonding capabilities. A level of funding for the different project types will eventually be developed in order to determine the annual scope of the CIP. Projects identified in the CIP will be funded by different sources. General Obligation (GO) Bonds, Revenue Bonds, Certificates of Obligation (COs), Direct Funding, Cooperative Efforts and Grants are a few of the different options for funding the CIP projects. The projects will be evaluated for the source or sources of funding available.

F. SCHEDULING OF PROJECTS

Project schedules will be developed based on the available funding and project ranking. The schedules will determine where each project fits in the 5 year plan. This will be based on the priority of the project, funding availability and how it correlates with other CIP projects.

G. PRODUCTION OF CIP PLAN

The final CIP document will be produced based on the evaluation of the CIP Score, Project Type, Funding, and Schedule. These items will be summarized in a 1-2 page project summary sheet. This will be developed for a 5-year duration. The CIP will be re-evaluated on a periodic basis to align growth, needs and budgeting.

CIP RANKING CRITERIA

Project Ranking By Areas of Emphasis

1) Image (20%) - Quality of life is a characteristic that makes the city a favorable place to live. A park with amenities to satisfy all citizens would greatly impact the quality of life. A city maintenance building is an example of a project that does not directly affect the citizen's quality of life. The score could be based on answers to the following example question:

A. Does the project enhance the quality of life of the citizens?
B. Will the project attract new residents to the City?
C. Does the project target the quality of life of various citizens or does it target one demographic?
D. Does the project improve the appearance and image of the City?
E. Does the project relate to the results of the citizen survey?

Scoring Scale:

The project does not affect the image for Bryan				An equal portion of the project will impact image as well contribute to other areas of quality of life.					The project greatly impacts the image and quality of life for citizens of Bryan.

2) Infrastructure (20%) - This term defines items relating to infrastructure needs for The City of Bryan. Items such as waterlines, sewer lines, wastewater treatment, streets, buildings, facilities, stormwater, and drainage. A score of 1-10 can be given to these projects. The score could be based on answers to the following example questions:

A. Is it needed?
B. Is the facility exceeding its useful life?
C. What is the degree of aging of the existing facility?
D. Do the resources spent on maintenance justify replacement?
E. Is the system outdated?
F. Is it required by regulations?
G. Does the project extend service for new growth?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
The level of need to the system is low.				The project is divided between the levels of need the project provides.					The level of need is high; it has exceeded its useful life.

3) Growth (10%) – Growth and economic development relates to things the city can do to attract developers, businesses and corporations to call Bryan home. Providing the needed infrastructure to continue redevelopment of downtown would score high in this category. Reconstructing a storm drain line through a residential neighborhood would score low in the growth and economic development category. The score could be based on answers to the following example questions:

A. Does the project have the potential to promote economic development in a new area of town?
B. Will the project continue to promote economic development in an already developed area?

Scoring Scale:

The project will not aid in growth and economic development.				An equal portion of the project will promote growth and economic development as well as have no impact on growth.					The project will encourage future economic growth.

4) Health/Public Safety (10%) - Health/public safety includes fire service, police service, safe roads, safe drinking water, fire flow demand, sanitary sewer systems and flood control. A fire station or police station would directly impact the citizens, scoring high in this category. New softball fields may not directly affect the health/public safety of the citizens, therefore scoring low. The score could be based on answers to the following example questions:

A. How does the proposed project directly impact the health/public safety of the citizens of Bryan?
B. On what scale does this project indirectly affect the health/public safety of the community?
C. Does this project satisfy a Federal Mandate?
D. Does this project satisfy a State Mandate?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
The project does not impact the health/public safety of the citizens.				The project is divided between the impacts it has on the citizens regarding health/public safety.					The project directly impacts the health/public safety of the citizens

Project Ranking By Financial, Technical, and Regulatory Goals

5) External Funding (10%) – Capital improvement projects can be funded through sources other than the City funds. Developer funding, grants through various agencies and donations can all be sources of external funding for a project. The percentage of total cost funded by an outside source will determine the score in this category.

Scoring Scale:

0-10% External Funding	11%-20% External Funding	21%-30% External Funding	31%-40% External Funding	41%-50% External Funding	51%-60% External Funding	61%-70% External Funding	71%-80% External Funding	81-90% External Funding	91%-100% External Funding

6) Impact on Operational Budget (10%) – Some projects may affect the operating budget for the next few years or for the life of the facility. A fire station will need to be staffed and supplied, therefore having an impact on the operational budget for the life of the facility. Replacing a waterline will not require any additional resources from the operational budget. The score could be based on answers to the following example questions:

A. Will the new facility require additional personnel to operate?
B. Will the new facility require significant annual maintenance?
C. Will the new facility require additional equipment not included in the project budget?
D. Will the new facility reduce time and resources of city staff maintaining current outdated systems? This would free up staff and resources, having a positive affect on the operational budget.
E. Will the efficiency of the project save money and is there a revenue opportunity?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
The project will have a negative affect on the budget. It will require additional money to operate.				The project will not affect the operating budget.					The project will have a positive affect on the budget. It will have significant savings in time and materials because of efficiency.

7) Regulatory Compliance (10%) – This criterion includes regulatory mandates such as sewer line capacity, fire flow/pressure demands, stormwater/creek flooding problems. The score could be based on answers to the following example questions:

A. The project addresses a regulatory mandate? (0- 5 years)
B. Will the future project impact foreseeable regulatory issues? (5-10years)
C. Does the project promote long-term regulatory compliance (>10 years)

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
The project is not justified by regulatory compliance				The project is justified equally between regulatory compliance and other reasons.					The project will satisfy a regulatory compliance issue.

8) Timing/Location (10%) - The timing and location of the project is an important piece of a project. If the project is not needed for many years it would score low in this category. If the project is close in proximity to many other projects and/or if a project may need to be completed before another one can be started it would score high in this category. The score could be based on answers to the following example questions:

A. When is the project needed?
B. Do other projects require this one to be completed first?
C. Does this project require others to be completed first?
D. Can this project be done in conjunction with other projects? (ex. waterline/sanitary sewer/paving improvements all within one street)
E. Will it be more economical to build multiple projects together (reduced construction costs)?
F. Will it help in reducing overall neighborhood disruptions year after year?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
The project does not have a critical timing/location component.				The project has one timing/location factor critical to it.					Both timing and location are critical components of the project.