

**CAPITAL IMPROVEMENT PROGRAM**

**City of Missoula CIP Project Request/Update Form FY 2018-2022**

Department Priority		Major Department	New or Update	Required Is this project Required?	Delay Can project be delayed?	Project Title		
2	of 6	Central_Services	Update			Police Evidence Storage Building		
Project Rating	Project Number	Division/ Sub-Department		No	No			
Expansion	PS-09	Facility Maintenance	Is the project APPROVED for Fiscal Year 2018?			Y	FUNDED?	Y

Summary Description and rationale of project and funding sources:

**History & Current Status: Impact if Cancelled or Delayed**

Project started at the City Shops at 1305 Palmer. Due partly to EPA required site clean up and new construction cost, the property at 101 N. Catlin became a more cost effective option. The funds spent so far are EPA and Architect design fees. The PD evidence rooms at City Hall are over capacity. We have been purchasing cargo containers that are non-conditioned to store the overflow, thus causing a lack of security and possible damage to evidence due to excessive heat and condensation.

Are there any site requirements/ Potentially Affected Interest (PAI) Coordination:

**How is this project going to be funded:**

Funding Source	Accounting Code	Prior Year Summation	Unappropriated subsequent years				
			FY18	FY19	FY20	FY21	FY22
Impact Fees			1,000,000				
URD II			1,000,000				
General Fund Bond - CIP			1,142,790				
General Fund Bond - PD Budget (Rent)			1,000,000				
Forfeiture funds			50,000				
			-	4,192,790	-	-	-

**How is this project going to be spent:**

Budgeted Funds	Accounting Code	Prior Year Summation	FY18	FY19	FY20	FY21	FY22
A. Land Cost							
B. Construction Cost	design and construction		2,562,208				
C. Contingencies (10% of B)							
D. Design & Engineering (15% of B)							
E. Percent for Art (1% of B)							
F. Equipment Costs			50,000				
G. Other			-				
		1,580,582	2,612,208	-	-	-	-

Is this equipment prioritized on an equipment replacement schedule? **N**  
 Is there ongoing Operating and/or Maintenance costs upon completion of project?  
 If "Y" then complete the section below (Operational Budget Impact) **Y**

(account for operational savings and/or reduction in current budget of previous operating/maintenance charges)

Expense Object	Accounting Code	FY18	FY19	FY20	FY21	FY22
A. Personnel						
B. Supplies		15,000				
C. Purchased Services		54,500				
D. Fixed Charges						
E. Capital Outlay						
F. Debt Service						
G. (Operational Savings)						
		69,500	-	-	-	-

*NOTE: Approval of the CIP does not indicate approval of the ongoing operating and maintenance costs. Those costs must be submitted as a "New Request" in the regular budget process. This will ensure the coordination exists between the CIP and the new request*

Description of additional operating budget impact: The new budget impact will be for Building maintenance cast and services: Natural Gass, Electric, garbage, Janitorial, and HVAC

Responsible Person:	Responsible Department:	Date Submitted to Finance	Today's Date and Time	Preparer's Initials
Matt Lawson	Facilities Maintenance		1/22/2018 13:07	ML

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**Please complete the remainder of the pertinent information below:**

**Provide an update on the project; phase x of x; % complete; outstanding items/purchases; what is remaining to complete the project.**

Project is in the design phase. Property at 101 N. Catlin has been purchased for this purpose.

**Project Revenues**

Funding Source	Accounting Code	Actual FY 2015	Actual FY2016	Budgeted FY2017	Actual FY2017	Variance FY 2017	Total Project Revenue
General fund (Bond)- MRA Impact Fees 25% of \$2,317,209				\$ 1,982,906 579,302		\$ 1,982,906 579,302 - - - -	\$ - - - - -
		\$ -	\$ -	\$ 2,562,208	\$ -	\$ 2,562,208	\$ -

**Project Expenditures**

Funding Source	Accounting Code	Actual FY 2015	Actual FY2016	Budgeted FY2017	Actual FY2017	Variance FY 2017	Total Project Expenditures
Scott St Vehicle Storage Catlin Acquisition			\$ 100,495 -	2,562,208	1,480,087	\$ - 1,082,121 - - -	\$ 100,495 1,480,087 - - -
		\$ -	\$ 100,495	\$ 2,562,208	\$ 1,480,087	\$ 1,082,121	\$ 1,580,582