

**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		
9	of 12	Public_Works	New	Yes	No	Wastewater Laboratory Expansion		
Project Rating	Project Number	Division/ Sub-Department						
Urgent	WW_12	Wastewater/Compost	Is the project APPROVED for Fiscal Year 2018?			Y	FUNDED?	N

**Summary Description and rationale of project and funding sources:**

The current Laboratory space is insufficient for the intended purpose and use. The existing laboratory is contained in a building that currently houses a variety of functions, including administrative offices and support spaces, the control room, the staff break room, restrooms, and operational areas in addition to the laboratory. This building has been modified and added to several times to keep pace with growing and changing needs. The current Laboratory was added in the 1990s, relocating it from the original second floor area (which was not ADA compliant) and enlarging it. Further modifications and additions to the building were included in the 2002 upgrade. The building does not meet current needs for increased staff and functional requirements. A new, separate Administration Building, being planned as a separate project will address some of these issues.

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

If the project is delayed or cancelled, testing and monitoring will have to be outsourced, especially with the addition of the compost testing and the future drinking water testing. Outsourcing will have higher long-term costs. Cramped work space also lends itself to safety and morale issues.

**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	
Sewer Replacement & Depreciation		See "UPDATE" tab for detail of revenue funding sources and amounts.	326,000					
			- 326,000	-	-	-	-	-

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

Budgeted Funds	Accounting Code	Prior Year Summation	FY18	FY19	FY20	FY21	FY22
A. Land Cost		See "UPDATE" tab for detail of expenditures sources and amounts.					
B. Construction Cost			277,100				
C. Contingencies (10% of B)							
D. Design & Engineering (15% of B)			48,900				
E. Percent for Art (1% of B)							
F. Equipment Costs							
G. Other							
			- 326,000	-	-	-	-

Is this equipment prioritized on an equipment replacement schedule?

Is there ongoing Operating and/or Maintenance costs upon completion of project?

If "Y" then complete the section below (Operational Budget Impact)

(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						
C. Purchased Services						
D. Fixed Charges						
E. Capital Outlay						
F. Debt Service						
G. (Operational Savings)						
		-	-	-	-	-

*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:

Responsible Person:	Responsible Department:	Date Submitted to Finance	Today's Date and Time	Preparer's Initials
Starr Sullivan	Public Works	4/21/2017	1/22/2018 17:18	LAH



## CAPITAL IMPROVEMENT PROGRAM

### Project description/Rating

(See C.I.P Instructions for explanation of the Project Rating and Rational that is required)

Department Priority	Project Rating	Department	New or Update	Project Title
9	Urgent	Public_Works	New	Wastewater Laboratory Expansion
of 12	WW_12	Wastewater/Compost		
Project Rating #1				
<b>Urgent</b>		Project Rationale #1		
Is this project urgently required? Will delay result in curtailment of an essential service? This statement should only be used if an emergency is clearly indicated; otherwise, do not use.		Expanding monitoring from the compost facility and drinking water division requires more space for testing.		
Project Rating #2				
#N/A		Project Rationale #2		
#N/A				
Project Rating #3				
#N/A		Project Rationale #3		
#N/A				
Project Rating #4				
#N/A		Project Rationale #4		
#N/A				