Capital Improvement Program

Proposed

Fiscal Year 2016-2021
City of Annapolis, Maryland

FY2016 – FY2021
Capital Improvement Program
Proposed

City of Annapolis
Maryland
March 2015

City of Annapolis
FY16-FY21 Capital Improvement Program
Proposed

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INTRODUCTION

Authority

The preparation of the Capital Improvement Program (CIP) is done in accordance with Title 6.16.030 of the City Code. As laid out in the Code, the Mayor submits the proposed CIP to City Council and the Planning Commission in March of each year. The Capital Improvement Program consists of a capital budget for the ensuing fiscal year and a capital improvement program for the five fiscal years following. The Planning Commission holds a public hearing on the proposed CIP and submits its recommendations to City Council by May. The budget must be adopted by Resolution of the City Council before June 30, and becomes effective on July 1.

Purpose

The Capital Improvement Program (CIP) is a recommended schedule of improvements to City capital assets, including the planning and design thereof. The CIP is a 6-year plan, of which the first year represents the proposed capital budget for the current fiscal year. The remaining five years of the CIP serve as a financial plan for capital investments. The CIP will be updated annually, at which time the schedule of projects will be re-evaluated, and another fiscal year added with new projects, as appropriate.

Capital assets are comprised of facilities, infrastructure, equipment, and networks that enable or improve the delivery of public sector services. The procurement, construction, and maintenance of capital assets are critical activities in the management of those assets. The threshold for the City's definition of a capital asset is:

- The asset has a gross purchase price equaling $50,000 or more.
- The asset has a useful life of 5 years or more.
- The asset is owned by the City or will be City-owned when project is complete.

Capital projects are major projects undertaken by the City that fit one or more of the following categories:

1. Construction of new facilities or infrastructure.
2. Non-recurring rehabilitation or major repairs to a capital asset.
3. Acquisition of land for a public purpose.
4. All projects requiring debt obligation or borrowing.
5. Purchase of major equipment and vehicles meeting the threshold definition of a capital asset.
6. Any specific planning, engineering study or design work related to a project that falls in the above categories.

The City's Capital Improvement Program serves as a useful budgeting and managing tool:

a. It allows the City to balance needed or desired capital investments with available financing, thereby receiving the optimum benefits for the available public revenue.
b. It allows the City to ensure a clear relationship between capital spending and government service delivery.
c. It allows the City to align its planning activity, programs, and operating resources with the capital improvement program and facilitate coordination between City departments.
d. It allows the City to take advantage of government, foundation, and other grant programs and leverage project-specific funding resources.
e. It provides for a logical process of assigning priorities to projects based on their overall importance to the City.
f. It allows other government sectors, the community, and the private sector to anticipate when the City will undertake public improvements, and make decisions and plan investments accordingly.

Role of the Comprehensive Plan in the Capital Improvement Program

The Annapolis Comprehensive Plan is the financially unconstrained long-range plan for the City. In accordance with Article 66B of the Annotated Code of Maryland it identifies goals and policies for city land use, economic development, transportation, sensitive environmental resources, housing, community facilities, including parks and recreation, and water resources. It is prepared with a substantial amount of public input and public deliberation and includes review by State and County agencies. As such, it ensures that the City's long-range plan is aligned with the State of Maryland's Planning Visions as determined in 1992 and amended in 2000 and 2006. The Comprehensive Plan is recognized as a key component of the Capital Improvement Program because it determines the strategic goals that the City aims to achieve over the long term via its program of capital investments. The link between the Comprehensive Plan and CIP is supported by various planning documents and studies, including functional master plans that inventory and assess particular types of physical infrastructure, identify deficiencies, and prioritize needed investments.

Relationship of the Capital Improvement Program to the Adequate Public Facilities Ordinance (APFO)

The City's Adequate Public Facilities Ordinance (APFO), codified as Title 22 of the City Code, ensures that when new development is proposed, the impact of that development on public facilities is assessed. Public facilities are defined in the APFO as those provided, managed or within the exclusive control of the City. They include Water and Sewer services; Stormwater Management facilities; Recreational facilities; Non-Auto Transportation Facilities; Public Maintenance Services; Fire, Rescue, Emergency Medical and Fire Inspection Services; and Police Protection. Among the purposes of the APFO is to:

- Assure that development and redevelopment occurs in concert with the CIP and enable the City to provide adequate public facilities in a timely manner and achieve the growth objectives of the Comprehensive Plan;
- Require new or upgraded facilities when existing facilities will not provide or maintain an adequate level of service; and
- Correct deficiencies in providing adequate levels of service within a 6-year timeframe via the annual CIP and based on a "community facilities plan".
- The APFO also provides that if a proposed project is subject to denial or delay under the APFO, the project may provide infrastructure funds to improve the capacity or safety of existing public facilities.

Priority Scoring of Capital Projects

The FY16 CIP was prepared under the City's *Capital Planning and Budget Policy* approved by the City Council. Among other things, the policy requires that all projects be scored on nine criteria to receive up to 100 points. This is to provide a measure of objectivity in the assessment of the relative priority of projects and resulting funding commitments. The Capital Programming Committee revised the scoring criteria in the fall of 2012 in response to issues raised by the Financial Advisory Commission, Planning Commission, and Finance Committee of City Council during the review of the FY13 CIP. The revised evaluation criteria are listed in Table 1. This year's project scores are summarized and compiled in Appendix B.

Table 1. Evaluation Criteria

1. Health & Safety An assessment of the degree to which the project improves health and safety factors associated with the infrastructure asset. For example, projects that result in the reduction of accidents, improved structural integrity, and mitigation of health hazards would score higher.	15
2. Quality of Life & Community Welfare An assessment of the degree to which the project improves quality of life in the community. A measure of the population or community that will rely on the asset should be factored into the score.	10
3. Regulatory & Legal Requirements An assessment of the degree to which the project is responding to regulatory or legal requirements. The project score should also factor in if an asset that is at risk of triggering regulatory or legal requirements.	25
4. Operational Necessity An assessment of the degree to which the project supports operational efficiency and effective delivery of services. Guidelines: *Improves* operational functions and services: up to 10 points *Sustains* operational functions and services: up to 5 points	10
5. Implication of Deferring the Project: operational cost impacts An assessment of the costs associated with deferring the project. This score should be based on an assessment of the capital asset's annual operating costs before and after construction, and may include repair and maintenance budgets and insurance costs. The asset's useful life should be factored into this score. A project that can be expect to realize operational cost savings would score high; a project for which operational costs will remain essentially the same should score ~5; a project that will have added operational or maintenance costs should score 0.	10
6. Strategic Goals An assessment of the degree to which the project furthers thirteen (13) City's strategic goals as adopted in the Comprehensive Plan and listed in the section of the policy addressing the Comprehensive Plan. An assessment of the project's significance to an adopted master plan, as described in the policy, may also be factored into the score. Finally, projects that help further the City Strategic Plan are eligible for points	15
7. Grant Funding An assessment of the degree to which non-City funds are committed to the project, along with a calculation of the portion of total project cost that is provided by non-City funds. For example, a project with committed grant funds that offset a large portion of the total project cost would score highest.	5
8. "Interweaving" factor An assessment of the degree to which the project is "interwoven" with other capital projects and important to a sequence of capital projects. Example: capital spending on the Maynard Burgess House was an important companion to the City Hall capital project. Example: if more than one project is recommended for implementation of a master plan, and a funding recommendation is an important part of that sequence, the project should score high.	5
9. Implementation readiness An assessment of the time required for a project to begin. This should include an assessment of: project complexity; internal decisions/commitments that are required; review requirements by boards/commissions; agreements or approvals required by non-City entities; and level of public support. Whether a significant public information/outreach strategy is recommended is noted.	5
Total points possible:	100

FUNDS - OVERVIEW

The City considers all forms of public financing when developing its CIP. Sources of financing include operating funds, Pay Go funds, General Obligation Bonds, Revenue Bonds, government loans and grants, Community Development Block Grant (CDBG) funds, revenue from fees, revenue from Capital Facilities Assessments (CFAs), and contributions. The capital projects presented in the CIP are grouped by the funds which support them – the General Fund and five enterprise funds (Stormwater Management Fund, Dock Fund, Parking Fund, Water Fund, and Sewer Fund). The Market Fund, Refuse Fund, and Transportation Fund are not included in the CIP, as those funds are dedicated entirely to operating needs and are not currently supporting capital projects.

General Fund

Capital projects supported by the General Fund generally fall into the following categories:

- City Buildings/Facilities
- Information Technology systems and infrastructure
- Roadways, Sidewalks, and infrastructure assets located in the public right of way
- Recreation Facilities and Parks
- Special projects addressing Economic Development, Revitalization, and Redevelopment

Stormwater Management Special Revenue Fund

The Stormwater Management Fund supports capital projects related to drainage and stormwater management. The fund's primary source of revenue is the Stormwater Utility Fee levied on utility customers.

The Stormwater Management Fund also accounts for all financial activity associated with the operation of the City's stormwater facilities. The Stormwater Management division of Public Works is responsible for the maintenance of public storm drainage systems, including pipes, inlets, manholes, drainage ways, and stormwater management facilities. Some restoration work is done by with general operating funds, but larger, more complex projects are done with capital funds.

Water Enterprise Fund

The Water Fund supports capital projects related to the water distribution system and water treatment plant. The fund's primary sources of revenue are user charges levied on water customers and capital facilities assessments (CFAs).

The Water Fund also supports two operational divisions: the Water Supply & Treatment Facility and the Water Distribution division. The Water Supply & Treatment Facility is responsible for the production, treatment, testing, storage, and initial distribution of all potable water for customers of the City. The Water Distribution division is responsible for meter reading and operating, maintaining and repairing the City's 138-mile water distribution system, including service lines, water meters and fire hydrants.

Planning documents pertaining to water infrastructure include:

- Annual Water Quality Report
- City of Annapolis Ten Year Water & Sewerage Plan for water and sewer infrastructure (underway)
- Water Supply Capacity Management Plan (2008)
- Anne Arundel County Master Plan for Water Supply & Sewerage Systems (2007)

Sewer Enterprise Fund

The Sewer Fund supports capital projects related to wastewater collection and treatment. The fund's primary sources of revenue are user charges levied on sewer system customers and capital facilities assessments (CFA).

The Sewer Fund also supports the Wastewater Collection division and a portion of the costs associated with the Wastewater Reclamation Facility, which is owned jointly by Annapolis and Anne Arundel County. The Wastewater Collection division is responsible for operating, maintaining and repairing the City's 127-mile sewage conveyance system, including 25 pumping stations.

Planning documents pertaining to wastewater (sewer) infrastructure include:

- City of Annapolis Ten Year Water & Sewerage Plan for water and sewer infrastructure (underway)
- Anne Arundel County Master Plan for Water Supply & Sewerage Systems (2007)

Parking Enterprise Fund

The Parking Fund supports capital projects related to the City's parking garages and off-street parking lots. The fund's primary source of revenue is from parking fees generated by the parking garages.

Planning documents pertaining to parking infrastructure include:

- Annapolis Region Transportation Vision and Master Plan (Draft/2006)

Dock Enterprise Fund

The Dock Fund supports capital projects related to harbor and maritime infrastructure. The Dock Fund's primary source of revenue is from fees charged for mooring at City Dock boat slips.

Planning documents pertaining to harbor and maritime infrastructure include:

- City Dock Master Plan (Draft/2012)

CHANGES FROM ADOPTED FY15-FY20 CIP

During the annual update of the Capital Program, project budgets are re-evaluated to reflect the best cost estimates, revised priorities and any new information. Through this update process, the project budgets presented in the prior year's Capital Plan as *planned* budgets for year 2 become the *proposed* Capital Budget in year 1 of the ensuing year's CIP.

Planned FY16 budget per FY15-FY20 CIP	Proposed FY16 budget per FY16-FY21 CIP
There were no changes to the planned FY16 budget per FY15-FY20 CIP	

FY16 CAPITAL BUDGET
SOURCE OF FUNDS

Categories	Acct #	Project Name	FY16 Total Budget	FY16: Source of Funds			Other sources of funds	Project Scoring*
				Bond Funds	Operating Funds	Other		
		GENERAL FUND						
Special Projects	40002	Dam Repair at Waterworks Park						LM
City Facilities	20004	Maintenance Facilities						74
	20005	City Hall Restoration (Generator Installation and HVAC Replacement)						62
	50004	Facility/Infrastructure Asset Management Program	200,000	200,000				N/A
	20002	Maynard Burgess House						N/A
	50008	Truxtun Swimming Pool	2,075,000	2,075,000				71
	40008	Fire Station Paving						55
	TBD	Eastport Fire Station Generator Installation Program						46
	TBD	Police Department Indoor Range						57
	TBD	Eastport Fire Station Replacement						45
	TBD	Firestation Overhead Door Replacement						39
	TBD	Taylor Avenue FS HVAC Upgrade/Roof Replacement						47
Infrastructure	40004	Greenfield Street Relocation						N/A
	40006	General Roadways (Includes Main Street Rehabilitation)	2,000,000	2,000,000				62
	50010	Trail Connections						44
	TBD	Admiral Heights Entrance Median	181,500	181,500				41
	50005	City Harbor Flood Mitigation	100,000	100,000				61
	50011	Wayfinding Signage	305,320	305,320				45
	TBD	Russell Street	111,000	111,000				60
	TBD	Sixth Street						44
	TBD	Fourth Street						44
	TBD	Smithville Street						43
	TBD	Barbud Lane						43
	TBD	West Annapolis Intersection/Traffic/Pedestrian Improvements	100,000	100,000				48
Parks	50006	Truxtun Park Improvements (Trail)						N/A
	50007	Kingsport Park						44
	TBD	Capital Program Land Acquisition						N/A
	50009	Truxtun Park Softball Fields						N/A
	TBD	Truxtun Park Skatepark	35,000	35,000				46
IT	TBD	IT Payroll Time and Attendance System						43
	TBD	RMS/CAD System for Law Enforcement	850,000	850,000				60
Community Assets	578060	Maryland Hall						N/A
		Lighthouse Shelter						N/A
		Summer Garden Theatre						N/A
		General Fund Total:	**5,957,820**	**5,957,820**	**0**	**0**		

*Legal Mandate (LM); Not Available (N/A)

FY16 CAPITAL BUDGET
SOURCE OF FUNDS

Categories	Acct #	Project Name	FY16 Total Budget	FY16: Source of Funds			Other sources of funds	Project Scoring
				Bond Funds	Operating Funds	Other		
		GENERAL FUND						
Stormwater	77002	Stormwater Management Retrofit Projects	100,000		100,000			45
	77004	Stream Restoration						51
	TBD	Watershed Management Plan	250,000		250,000			80
	TBD	Stomrwater Rate Study						N/A
	TBD	Dorsey Avenue Storm Drain	246,275		246,275			37
	TBD	Hilltop Lane Box Culvert	498,600		498,600			47
		Stormwater Fund Total	**1,094,875**	**0**	**1,094,875**	**0**		
Water	71001	Water Treatment Plant						N/A
	71003	Water Distribution Rehabilittion	1,990,000	1,990,000				75
	TBD	SCADA/Radio Upgrade - Water						73
	71002	Water Tank Rehabilitation (Painting)						N/A
		Water Fund Total:	**1,990,000**	**1,990,000**	**0**	**0**		
Sewer	72002	Sewer Pump Station Rehabilitation						73
	72006	Sewer Rehabilitation & Improvements	2,460,000	2,460,000				74
		Sewer Fund Total:	**2,460,000**	**2,460,000**	**0**	**0**		
Solidwaste	10001	Landfill Gas Mitigation	2,365,000	2,365,000				LM
		Solidwaste Fund Total:	**2,365,000**	**2,365,000**	**0**	**0**		
Transportation	TBD	Annual Transportation Plan FY14						70
		Transportation Fund Total:	**0**	**0**	**0**	**0**		
Parking	73002	Hillman Garage Replacement	1,530,360	1,530,360				62
	73001	Parking Lot Improvements						N/A
		Parking Fund Total:	**1,530,360**	**1,530,360**	**0**	**0**		
Dock	74050	City Dock Infrastructure - Bulkhead Replacement						54
	TBD	Johnson Harbormaster Building Rehabilitation						62
	TBD	IT Harbor Fee Collection System	40,000	40,000				43
	TBD	Floating Dinghy Dock Program	120,000	120,000				66
	TBD	Moorings - Capital Grant Match						63
	TBD	Pumpout Boat - Capital Grant Match						70
		Dock Fund Total:	**160,000**	**160,000**	**0**	**0**		
Sidewalk	40007	General Sidewalks	850,000	250,000	600,000			62
		Sidewalk Fund Total:	**850,000**	**250,000**	**600,000**	**0**		
ALL FUNDS TOTAL			**16,408,055**	**14,713,180**	**1,694,875**	**0**		

*Legal Mandate (LM); Not Available (N/A)

SUMMARY: FY16-FY21 Capital Improvement Program
CAPITAL PROJECTS: TOTAL PROJECT COST

Categories	Acct #	Project Name	**Proposed FY16**	5-Year Capital Plan FY17	FY18	FY19	FY20	FY21	FY16-FY21 Total
		GENERAL FUND							
Special Projects	40002	Dam Repair at Waterworks Park							-
City Facilities	20004	Maintenance Facilities							-
	20005	City Hall Restoration (Generator Installation and HVAC Replacement)							-
	50004	Facility/Infrastructure Asset Management Program	**200,000**						200,000
	20002	Maynard Burgess House							-
	50008	Truxtun Swimming Pool	**2,075,000**						2,075,000
	40008	Fire Station Paving							-
	TBD	Eastport Fire Station Generator Installation Program							-
	TBD	Police Department Indoor Range							-
	TBD	Eastport Fire Station Replacement		200,000	4,006,320				4,206,320
	TBD	Firestation Overhead Door Replacement			60,479				60,479
	TBD	Taylor Avenue FS HVAC Upgrade/Roof Replacement		458,640					458,640
Infrastructure	40004	Greenfield Street Relocation							-
	40006	General Roadways - Main Street Rehabilitation	**2,000,000**	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	12,000,000
	50010	Trail Connections		87,000	170,000	1,291,200			1,548,200
	TBD	Admiral Heights Entrance Median	**181,500**						181,500
	50005	City Harbor Flood Mitigation	**100,000**	100,000	1,000,000				1,200,000
	50011	Wayfinding Signage	**305,320**	90,500					395,820
	TBD	Russell Street	**111,000**	159,000	670,000				940,000
	TBD	Sixth Street		348,000		6,254,000			6,602,000
	TBD	Fourth Street			173,000		4,696,000		4,869,000
	TBD	Smithville Street			300,000	163,000	1,220,000		1,683,000
	TBD	Barbud Lane			713,000				713,000
	TBD	West Annapolis Intersection/Traffic/Pedestrian Improvements	**100,000**	850,000					950,000
Parks	50006	Truxtun Park Improvements (Trail)							-
	50007	Kingsport Park							-
	TBD	Capital Program Land Acquisition							-
	50009	Truxtun Park Softball Fields							-
	TBD	Truxtun Park Skatepark	**35,000**	115,000					150,000
IT	TBD	IT Payroll Time and Attendance System							-
	TBD	RMS/CAD System for Law Enforcement	**850,000**	-					850,000
Community Assets	578060	Maryland Hall							-
		Lighthouse Shelter							-
		Summer Garden Theatre							-
		General Fund Total:	**5,957,820**	**4,408,140**	**9,092,799**	**9,708,200**	**7,916,000**	**2,000,000**	**39,082,959**

SUMMARY: FY16-FY21 Capital Improvement Program
CAPITAL PROJECTS: TOTAL PROJECT COST

Categories		Project Name	Proposed FY16	5-Year Capital Plan FY17	FY18	FY19	FY20	FY21	FY16-FY21 Total
ENTERPRISE FUNDS									
Stormwater	77002	Stormwater Management Retrofit Projects	**100,000**	100,000	100,000	100,000	100,000	100,000	600,000
	77004	Stream Restoration		101,000		305,000			406,000
	TBD	Watershed Management Plan	**250,000**						250,000
	TBD	Stomrwater Rate Study							-
	TBD	Dorsey Avenue Storm Drain	**246,275**						246,275
	TBD	Hilltop Lane Box Culvert	**498,600**						498,600
		Stormwater Fund Total	**1,094,875**	**201,000**	**100,000**	**405,000**	**100,000**	**100,000**	**2,000,875**
Water	71001	Water Treatment Plant							-
	71003	Water Distribution Rehabilitation	**1,990,000**	2,050,000	2,110,000	2,170,000	2,170,000	2,170,000	12,660,000
	TBD	SCADA/Radio Upgrade - Water							-
	71002	Water Tank Rehabilitation (Painting)							-
		Water Fund Total:	**1,990,000**	**2,050,000**	**2,110,000**	**2,170,000**	**2,170,000**	**2,170,000**	**12,660,000**
Sewer	72002	Sewer Pump Station Rehabilitation							-
	72006	Sewer Rehabilitation & Improvements	**2,460,000**	2,530,000	2,600,000	2,680,000	2,680,000	2,680,000	15,630,000
		Sewer Fund Total:	**2,460,000**	**2,530,000**	**2,600,000**	**2,680,000**	**2,680,000**	**2,680,000**	**15,630,000**
Solidwaste	10001	Landfill Gas Mitigation	**2,365,000**						2,365,000
		Solidwaste Fund Total:	**2,365,000**	**0**	**0**	**0**	**0**	**0**	**2,365,000**
Transportation	TBD	Annual Transportation Plan FY14							-
		Transportation Fund Total:	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Parking	73002	Hillman Garage Replacement	**1,530,360**	19,257,610					20,787,970
	73001	Parking Lot Improvements							-
		Parking Fund Total:	**1,530,360**	**19,257,610**	**0**	**0**	**0**	**0**	**20,787,970**
Dock	74050	City Dock Infrastructure - Bulkhead Replacement							-
	TBD	Johnson Harbormaster Building Rehab		2,000,000					2,000,000
	TBD	IT Harbor Fee Collection System	**40,000.00**	40,000					80,000
	TBD	Floating Dinghy Dock Program	**120,000.00**	120,000	120,000	120,000	120,000	120,000	720,000
	TBD	Moorings - Capital Grant Match							-
	TBD	Pumpout Boat - Capital Grant Match							-
		Dock Fund Total:	**160,000**	**2,160,000**	**120,000**	**120,000**	**120,000**	**120,000**	**2,800,000**
Sidewalk	40007	General Sidewalks	**850,000**	600,000	600,000	600,000	600,000	600,000	3,850,000
		Sidewalk Fund Total:	**850,000**	**600,000**	**600,000**	**600,000**	**600,000**	**600,000**	**3,850,000**
ALL FUNDS TOTAL			**16,408,055**	**31,206,750**	**14,622,799**	**15,683,200**	**13,586,000**	**7,670,000**	**99,176,804**

Project Detail

Project Title	**Project Number**	**Initiating Department**
Dam Repair at Waterworks Park	40002	Public Works
Asset Category	**Asset Number**	**Priority Score**
		Legal Mandate: exempt from scoring

Project Description

The Annapolis City Dam, which has been stable for over 90 years, has recently shown signs of fatigue. Maryland Department of the Environment (MDE) and the City negotiated a final consent order for the dam. The consent order provides for two options: repairing or breeching the dam. A feasibility study will be conducted for the dam breech option. The feasibility study will consist of a natural resources assessment, a watershed hydrology and hydraulics assessment, and a cost analysis. Upon completion of the feasibility study, the preferred option for addressing the dam will be selected, and the project will proceed through engineering design and construction. The consent order mandates that construction work be completed within 120 days of MDE issuance of the construction permit, which will be issued based on the design of the project to address the dam.

Regulatory or Legal Mandates	**Operational Necessity**	
Project is under Consent Order with the Maryland Department of the Environment.	Project is mandated in order to comply with Consent Order.	
Prior Funding	**Non-City sources of funding**	
FY11: $1,000,000		
FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project to be completed with prior year funds.	FY11-FY16	TBD

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Title	**Project Number**	**Initiating Department**
Maintenance Facilities	20004	Public Works
Asset Category	**Asset Number**	**Priority Score**
City Facilities	50290	74

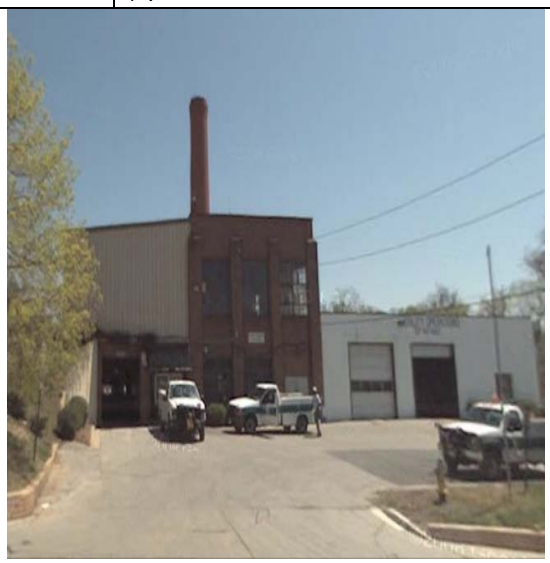
Project Description

The Public Works facilities at 935/937 Spa Road sustained significant snow damage during the historic snowstorm in February 2010. As a result, the building at 937 Spa was condemned. Later in 2010, a fire damaged one of the maintenance buildings in the maintenance complex.

In the planning stage, this project will utilize the recommendations of the Fleet Management Process Improvement Study (2013) to:

- conduct a formal space needs assessment for a central fleet management and maintenance facility;
- program and plan a fleet maintenance facility that will accommodate maintenance and repair of all City fleet assets, with the possible exception of the transit fleet;
- perform environmental investigations;
- generate a plan to optimize the use of this site with a facility more suited to operational and maintenance needs; and
- conduct a feasibility study for the proposed facility.

Construction cost estimate based on a 25,000 SF facility at $175/SF.



Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding FY15: $4,678,000 FY14: $0 2013 Bond Issue: $415,000 restored to project Dec. 2012: Project funds reduced by $148,143 (GT-11-13) May 2012: Project funds reduced by $265,000 (GT-50-12) FY12: $250,000 FY11: $310,000	**Non-City sources of funding**	
FY16 Budget commitment allows project stage: Project to be completed with prior year funds.	**Project Years** FY11-FY16	**Total Project Budget** $4,790,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

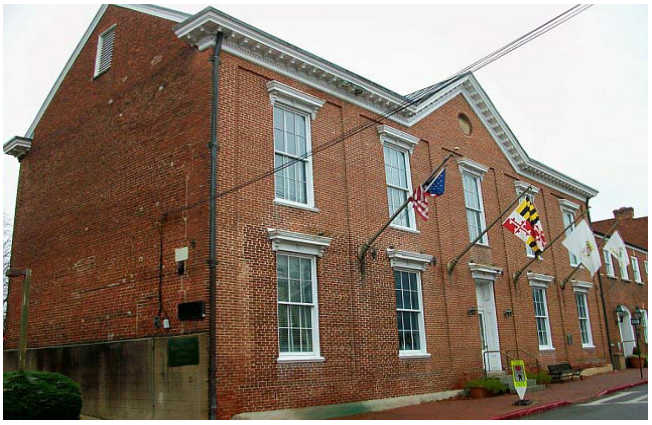
Project Detail

Project Title	**Project Number:**	**Initiating Department**
City Hall Restoration	20005	Public Works
Asset Category	**Asset Number**	**Priority Score**
City Facilities	50138	62

Project Description

Renovation of City Hall and restoration of the City Council Chambers. The complete scope of the project includes repairs to the building structure, windows, energy improvements, a new roof and HVAC system, upgrade of the electrical system, and new wireless network access points in public areas. Interior restoration is consistent with the 1868 building design. Improvement of the HVAC system's efficiency, reduced building maintenance costs, and increased comfort for City residents, meeting attendees, and City employees result from this project.

Third and final phase of work is expected to be completed by end of 2015.



Regulatory or Legal Mandates

Code Compliance, OSHA, ADA

Operational Necessity

Energy efficiency and improved working environment will result from improvements to mechanical and HVAC systems.

Prior Funding

FY15: $0
FY14: $0
FY13: $1,560,000
FY11: $1,386,035 budgeted; reduced by $300,000 per GT46-12 in February, 2012
FY09, FY10: Non-capital planning funds (~$180,000)

Non-City sources of funding

$250,000 State Capital funds
$100,000 Critical Infrastructure Grant

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project to be completed with prior year funds.	FY11-FY16	$2,646,035

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
Facility /Infrastructure Asset Management Program	50004	Public Works
Asset Category	**Asset Number**	**Priority Score**
City Facilities, Stormwater Infrastructure, and Right-of-Way Infrastructure including streets, sidewalks, streetlights, curb and gutter, signs, traffic signals and City-owned trees		Not Available

Project Description

A *City Facility & Infrastructure Asset Management Program* will provide:
-an inventory, GIS location and condition assessment of all City facilities and infrastructure assets;
-a systematic assessment of all facility needs, including roofs, windows and doors, HVAC systems, electrical power and wiring, telecommunications wiring, plumbing, structural components and provisions for energy efficiency;
-a systematic assessment of the capacity of City-owned infrastructure;
-a prioritized list of recommended maintenance, repairs and recapitalization of City facilities and infrastructure assets, with a cost estimate for each item;
- an estimate of the deferred maintenance backlog for the City facilities and infrastructure assets;
-an estimate of the remaining service life of the facility components and infrastructure assets;
-a projection of the annual expenditures that should be programmed for maintaining, repairing, and recapitalizing facilities and infrastructure assets over the near and long term;
-a plan for incorporating information technology infrastructure into City facilities and infrastructure, as identified in the City's IT Strategic Plan (2010);
-a plan for incorporating Green Building standards, consistent with City Code provisions adopted in 2008; and
-a component of the "community facilities plan" as described in the City's Adequate Public Facilities Ordinance (Title 22), serving as the basis for establishing levels of service to support existing and new development.

The Facility component will be Phase 1 of the Facility & Infrastructure Asset Management Program and will begin immediately; the Infrastructure component will be Phase 2. The Facility & Infrastructure Asset Management Program will inform future year capital project recommendations.

Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding: FY12: $200,000 per GT11-13, funds were re-programmed to immediate urgencies	**Non-City sources of funding**	
FY16 Budget commitment allows project stage: Project Planning	**Project Years** FY16	**Total Project Budget** $200,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning	200,000						200,000
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	200,000	0	0	0	0	0	200,000

Funding Schedule

Bond funds	200,000						
Operating funds							
Other							
Total	200,000	0	0	0	0	0	200,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Maynard Burgess House	20002	Planning & Zoning/Historic Preservation Div.
Asset Category	**Asset Number**	**Priority Score**
City Facilities	51117	Not scored

Project Description

This project will bring the Maynard Burgess house to a state of being weather tight and structurally stable. Immediate steps need to be taken to close leaks and keep water and insects out of the building.

The Maynard-Burgess House is a unique resource in that it was owned and occupied by two successive African-American families (the Maynard family and the Burgess family) from approx. 1840 to 1990. In the early 1990s, a private developer of historic properties attempted to renovate the structure for resale. Recognizing its historic significance, ownership of the building was transferred to the City of Annapolis. The Historic Annapolis Foundation (HAF) worked to restore the property as a house museum depicting 19th century African-American life in Annapolis, with grants from the City and the Maryland Historical Trust. The City is now managing the completion of the project.

Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding FY14: $100,000 FY12: $265,000 transferred to this project via GT-50-12 Prior years: $220,000	**Non-City sources of funding** $100,000 MHT African American Heritage Preservation Grant	
FY16 Budget commitment allows project stage Project to be completed with prior year funds.	**Project Years** FY12-FY16	**Total Project Budget** $365,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
Truxtun Swimming Pool	50008	Recreation & Parks
Asset Category	**Asset Number**	**Priority Score**
City Facilities		71

Project Description

The project will replace and update the outdoor swimming pool, bath house and office area with a modern community aquatics center. The pool structure has undergone numerous "band-aid" repairs. The age of the structures is causing the operating systems to slowly fail. Updated ADA and safety requirements will also be addressed with this replacement.

Prior year funding was for targeted repairs, a feasibility /assessment study to determine subsequent design and construction budgets, and the design phase.

Regulatory or Legal Mandates	**Operational Necessity**	
New ADA requirements took effect in 2013.	The effort needed to keep the pool operational has increased each year. Frequent malfunctions and leaks have resulted in closures for several days at a time.	
Prior Funding FY15: $0 FY14: $150,000 FY13: $100,000	**Non-City sources of funding**	
FY16 Budget commitment allows project stage: Construction and Project Management	**Project Years** FY13-FY16	**Total Project Budget** $2,375,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction	2,025,000						2,025,000
Construction Project Mngmt.	50,000						50,000
IT Costs							
Furniture Fixtures Equipment							
Total	2,075,000	0	0	0	0	0	2,075,000

Funding Schedule

Bond funds							2,075,000
Operating funds							
Other							
Total	2,075,000	2,075,000	0	0	0	0	2,075,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Fire Station Paving	40008	Public Works with Fire Department
Asset Category	**Asset Number**	**Priority Score**
City Facilities	50218 (Forest), 50220 (Eastport), and 50688 (Taylor)	55

Project Description

Paving of traffic areas at all three Annapolis Fire Stations (27,000 square feet in total). This project will enable safe and efficient passage of emergency vehicles to and from facilities and provide safe pavement conditions for employee and public parking.

Regulatory or Legal Mandates	**Operational Necessity**
	Project sustains an existing asset.
Prior Funding	**Non-City sources of funding**
$426,212	

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project to be completed with prior year funds.	FY13-FY16	$426,212

Appropriation Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Design Costs							
Construction Costs							
Construction Project Mgmt							
IT Costs							
Furniture/Fixtures/Equipment							
Legal Fees							
Contingencies							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
Eastport FS Generator Installation Program	TBD	Fire Department
Asset Category	**Asset Number**	**Priority Score**
City Facilities		46

Project Description

In first year of program, install Generator at Eastport Fire Station, 916 Bay Ridge Avenue. Remove existing station generator, transfer switch and other related components and install new natural gas fueled 75kw generator, transfer switch and weather/sound proof housing.

Regulatory or Legal Mandates

National Fire Protection Association (NFPA) recommends that all fire stations regardless of size, should have a backup power supply in case of emergency.

Operational Necessity

Provides continuous operation of fire station during prolonged power outages.

Prior Funding

FY15: $60,000

Non-City sources of funding

Fire Safety Grant - $30,000

FY16 Budget commitment allows project stage	**Project Years**	**Total Project Budget**
Project to be completed with prior year funds.	FY15-FY16	$60,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

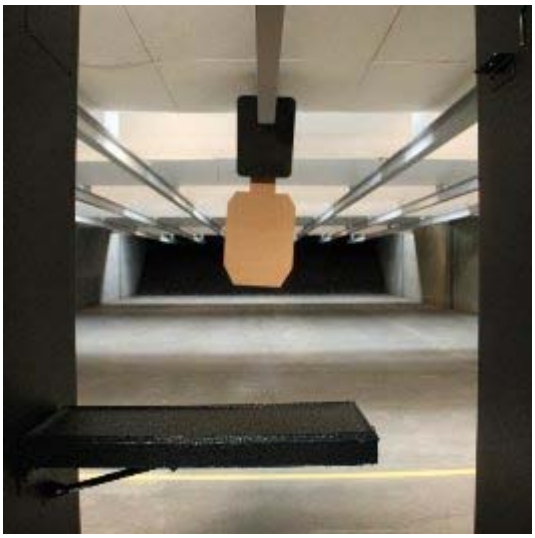
Bond funds							
Operating funds - Parking							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number:**	**Initiating Department**
Police Indoor Firing Range	TBD	Police Department
Asset Category	**Asset Number**	**Priority Score**
City Facilities	50270, 51539	57

Project Description

The Annapolis Police Department (APD) houses a shooting range in the basement. It was built in 1972 (with the original building) and was not included in re-construction completed in 2009. Range deterioration makes it obsolete and unsafe. The range violates EPA, OSHA, and NIOSH codes, regulations of the Maryland Police and Correctional Training Commission, and guidelines of The National Association of Firing Ranges. The deterioration causes fired rounds to ricochet, fragment, or miss the traps. Errant rounds further degrade structural protection. The ventilation no longer properly directs, contains, or exhausts contaminants like lead and carbon monoxide. For these reasons, in 2013, APD shut down the range until it can be restored. APD has found an alternative venue to train and qualify, based on temporary agreements, after which fees will be charged and other significant costs will be incurred. It is proposed that the APD range be restored to operational and code requirements.



Regulatory or Legal Mandates	**Operational Necessity**
Range was shut down in 2013 due to violations of EPA, OSHA, and NIOSH codes.	Each year, APD must qualify all of its sworn personnel up to four times. While range is closed, police officers travel to other jurisdictions' facilities, costing user fees, travel time, and other inefficiencies.
Prior Funding	**Non-City sources of funding**
FY15: $450,000	Pending: $200,000 2014 State Bond Bill Grant

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project to be completed with prior year funds.	FY15-FY16	$450,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
Eastport Fire Station Replacement	TBD	Fire Department
Asset Category	**Asset Number**	**Priority Score**
City Facilities		45

Project Description

Demolish the current Eastport Fire Station built in 1961 and rebuild a modern six-bay fire station on the existing site.

Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding	**Non-City sources of funding**	
FY16 Budget commitment allows project stage: Not recommended for funding in FY16.	**Project Years** FY17-18	**Total Project Budget** $4,206,320

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design		200,000	350,000				550,000
Construction			3,606,320				3,606,320
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	200,000	4,006,320	0	0	0	4,206,320

Funding Schedule

Bond funds		200,000	4,006,320				4,206,320
Operating funds							
Other							
Total	0	200,000	4,006,320	0	0	0	4,206,320

Project Detail

Project Title	**Project Number**	**Initiating Department**
Fire Station Overhead Door Replacement	TBD	Fire Department
Asset Category	**Asset Number**	**Priority Score**
City Facilities		39

Project Description

Replace or refurbish overhead bay doors in Eastport, Forest Drive and Taylor Avenue Fire Stations as recommended from an evaluation from the Overhead Door Company.

Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding	**Non-City sources of funding**	
FY16 Budget commitment allows project stage: Not recommended for funding in FY16.	**Project Years**	**Total Project Budget** $60,479

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction			60,479				60,479
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	60,479	0	0	0	60,479

Funding Schedule

Bond funds			60,479				60,479
Operating funds							
Other							
Total	0	0	60,479	0	0	0	60,479

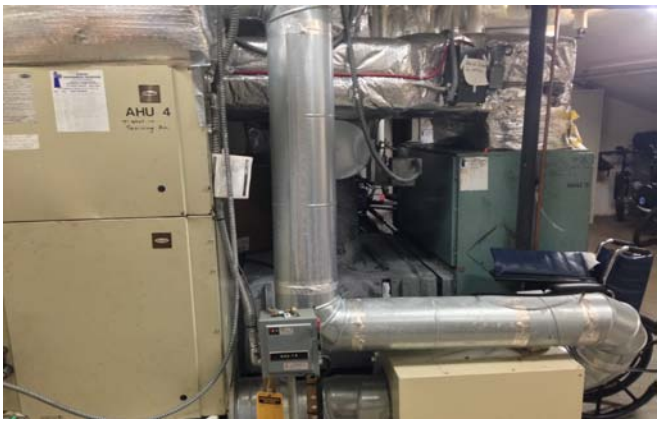
Project Detail

Project Title	**Project Number**	**Initiating Department**
Taylor Avenue FS HVAC Upgrade /Roof Replacement	TBD	Fire Department
Asset Category	**Asset Number**	**Priority Score**
City Facilities	50678	47

Project Description:

Replace 26 year old air HVAC system. Air conditioning system consistently fails during the summer season. Install new system which will consist of (5) new air conditioning units, new refrigerant lines, (5) new air handler units and (5) new programmable thermostats.

Replace 26 year old standing seam metal roof which has reached its serviceable life. The metal roof has been penetrated at several locations. The roof has undergone several spot repairs during the past few years to stop leakage.



Regulatory or Legal Mandates	**Operational Necessity**	
The project would improve work environment specifically temperature and air quality.	Service levels will remain the same.	
Prior Funding	**Non-City sources of funding**	
FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Not recommended for funding in FY16.		

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design		7,750					7,750
Construction		389,620					389,620
Construction Project Mngmt.		16,700					16,700
IT Costs							
Furniture Fixtures Equipment		44,570					44,570
Total	0	458,640	0	0	0	0	458,640

Funding Schedule

Bond funds		458,640					458,640
Operating funds							
Other							
Total	0	458,640	0	0	0	0	458,640

Project Detail

Project Title	**Project Number**	**Initiating Department**
Greenfield Street Relocation	40004	Public Works
Asset Category	**Asset Number**	**Priority Score**
Infrastructure		Not Available

Project Description

In the early 2000s, Carraway Homes purchased the parcels on either side of Greenfield Street with the intention to pursue redevelopment using the boundary of the parcels of land as configured. The City of Annapolis approached the developer with a proposal that the parcels of land be reconfigured to provide a new vehicular and pedestrian entrance to the Maryland Hall complex, as had been envisioned by the community, and that the City would pay a portion of the cost. In FY 2004, a Capital Project was funded to provide the City's estimated share of the cost.

In order for the project to move forward, the extremely lengthy process of a land swap had to occur among the Board of Education, Developer and the City of Annapolis; that process was not completed until the late summer of 2008. During FY 2009, because of the delays which had occurred with the project due to the land swap and other pressing City fiscal needs, the previously funded monies were transferred, outside the annual Budget Process, to meet other needs, and the funding was proposed to be replaced the following fiscal year. Due to the recession, the developer was forced to delay the project until the end of 2009. Funding was programmed in the FY2010 CIP for FY 2011, which put funding on schedule with the anticipated City reimbursement to the developer, who was in the process, at the time, of receiving final City Approval and release of the Grading Permit.

Fiscal Constraints in the FY 2011 Budget resulted in the project funding being shifted and programmed in FY 2014 even though the City's commitment to fund the City's share the project would be due in FY 2011 and FY 2012; funding is now requested for FY 2012.

Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding $465,800	**Non-City sources of funding**	
FY16 Budget commitment allows project stage: Project will be completed with prior year funding.	**Project Years** FY12-16	**Total Project Budget** $465,800

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number:**	**Initiating Department**
General Roadways	40006	Public Works
Asset Category	**Asset Number**	**Priority Score**
Infrastructure	Numerous asset numbers are assigned to road segments	62

Project Description

This project is a consolidation of annual efforts to resurface and reconstruct the City's streets, curbs, and gutters. The City continually analyzes each area to develop a list based on conditions. Resurfacing activities include pavement milling and patching, utility adjustments, curb and gutter replacement, pavement resurfacing, brick repairs and replacement, and replacement of pavement markings. Traffic calming projects may also be funded through this project. The ADA requires wheelchair accessible ramps at intersections where sidewalks adjoin streets. Although most of the City intersections have a handicapped ramp, funds are used, as deemed necessary to update the existing ramps to the current standard or for additional ramps installed.

Regulatory or Legal Mandates	**Operational Necessity**	
The Maryland Transportation Code mandates that Highway User Revenue (HUR) be applied to transportation projects.	Sustains operations of the existing street network.	
Prior Funding	**Non-City sources of funding**	
Project is funded via the capital budget annually.	Highway User Revenue	
FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Construction and Project Management	Recurring	$2,000,000 annually

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction	1,981,000	1,981,000	1,981,000	1,981,000	1,981,000	1,981,000	11,886,000
Construction Project Mngmt.	19,000	19,000	19,000	19,000	19,000	19,000	114,000
IT Costs							
Furniture Fixtures Equipment							
Total	2,000,000	2,000,000*	2,000,000	2,000,000	2,000,000	2,000,000	12,000,000

Funding Schedule

Bond funds	2,000,000	2,000,000					4,000,000
Operating funds			2,000,000	2,000,000	2,000,000	2000000	8,000,000
Other							
Total	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	12,000,000

**$500,000 has been earmarked for pothole repair.*

Project Detail

Project Title	**Project Number**	**Initiating Department**
Trail Connections	50010	Transportation
Asset Category	**Asset Number**	**Priority Score**
Infrastructure		44

Project Description

As recommended in the Bicycle Master Plan (2012) this project consists of several components to create a more cohesive trail system in the City. This project improves the safety of bike travel and supports City policy to encourage alternative transportation options. Project includes planning, land acquisition, design, and construction.

Phase 1: Connect the Poplar Trail to the Spa Creek Trail with pavement markings and signage.
Phase 2: Connect Taylor Avenue to West Washington Street via former railroad corridor.
Phase 3: Connect Admiral Drive and Gibraltar Avenue

Regulatory or Legal Mandates	**Operational Necessity**
No	

Prior Funding	**Non-City sources of funding**
FY13: $1,097,000	Grant funding is expected to offset design and construction costs, for which various State and Federal grants are available for up to 100% funding.

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Phase 1 & 2 have begun with prior year funds. No funds requested in FY16.	FY13-FY18	$2,645,200

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition				954,000			954,000
Project Planning		55,000					55,000
Design			170,000				170,000
Construction		32,000		327,200			359,200
Construction Project Mngmt.				10,000			10,000
IT Costs							
Furniture Fixtures Equipment							
Total	0	87,000	170,000	1,291,200	0	0	1,548,200

Funding Schedule							
Bond funds		87,000	42,000	964,000			1,093,000
Operating funds							0
Other			128,000	327,200			455,200
Total	0	87,000	170,000	1,291,200	0	0	1,548,200

Project Detail

Project Title	**Project Number**	**Initiating Department**
Admiral Heights Entrance Median	TBD	Public Works
Asset Category	**Asset Number**	**Priority Score**
Infrastructure		41

Project Description

The project entails the construction of a 100' long by 30' wide oval median and reconfiguration of the expansive intersection of Sampson Place/Porter Drive with Cedar Park Road. The primary purpose of the median is to provide directional traffic control and traffic calming for the various turning movements at this intersection which is 84'wide (equivalent to 7 traffic lanes). Within the limits of the median, a bio-retention stormwater facility will be created to treat surface run-off from the adjacent roadway. Proposed sidewalks and crosswalks along the north side of Cedar Park Road will provide a safe walking route to the relocated Germantown Elementary School on Windell Drive. New pavement markings on Cedar Park Road will create left turn lanes allowing through traffic to continue unimpeded. New signage will enhance the safety of the median and crosswalks.

Regulatory or Legal Mandates	**Operational Necessity**
	Project will improve pedestrian and driver safety, traffic flow, and stormwater management.
Prior Funding	**Non-City sources of funding**
FY16 Budget commitment allows project stage: Construction	**Project Years** / **Total Project Budget** $181,500

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction	181,500						181,500
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	181,500	0	0	0	0	0	181,500

Funding Schedule

Bond funds	181,500						181,500
Operating funds							
Other							
Total	181,500	0	0	0	0	0	181,500

Project Detail

Project Title	**Project Number**	**Initiating Department**
City Dock Flood Mitigation		Planning & Zoning
Asset Category	**Asset Number**	**Priority Score**
Infrastructure		61

Project Description

Project includes storm drain and flood mitigation infrastructure to address flooding issues.

Regulatory or Legal Mandates	**Operational Necessity**	
Public safety associated with City-owned infrastructure.	Project will address periodic nuisance flooding and more significant flooding of City Dock surface lots and Compromise Street.	
Prior Funding	**Non-City sources of funding** Grant funding requested.	
FY16 Budget commitment allows project stage: Project Planning	**Project Years** FY16-18	**Total Project Budget** $1,200,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning	100,000						100,000
Design		100,000					100,000
Construction			1,000,000				1,000,000
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	100,000	100,000	1,000,000	0	0	0	1,200,000

Funding Schedule

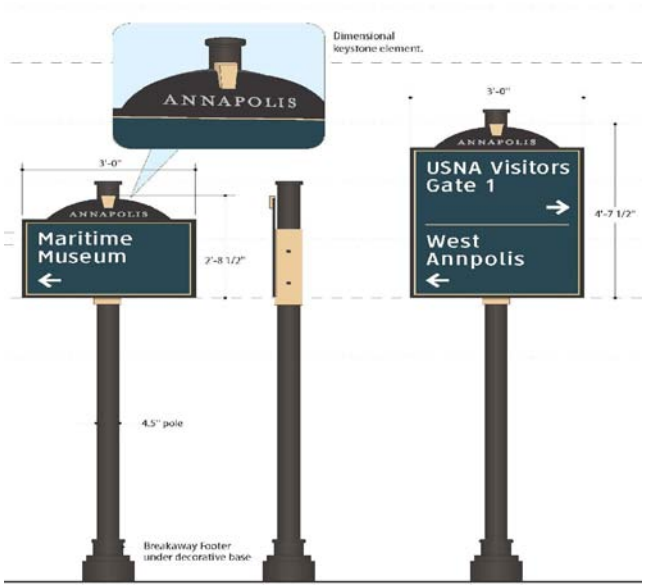
Bond funds	100,000	100,000	1,000,00				1,200,000
Operating funds							
Other							
Total	100,000	100,000	1,000,000	0	0	0	1,200,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Wayfinding Signage	50011	Planning & Zoning
Asset Category	**Asset Number**	**Priority Score**
Infrastructure		45

Project Description

The project is a system of signage and wayfinding technologies to be implemented city-wide. The signage will include gateway signs, pedestrian signs, information kiosks, vehicular directional/welcome signs, real-time Parking information and other wayfinding tools. This project will be coordinated with new parking and transportation initiatives and with improvements to the City Dock area. The *Comprehensive Plan* recommends the expansion of the existing wayfinding program; this recommendation is re-affirmed in the *City Dock Master Plan (2013).*



Regulatory or Legal Mandates	**Operational Necessity**
	Wayfinding Signage improves information available to drivers and pedestrians. This will improve circulation inefficiencies, congestion, and a negative community perception that the City is a difficult place to navigate and find parking.
Prior Funding	**Non-City sources of funding**
FY14: $220,000	$65,500 FY14 Capital Grant from Maryland Heritage Areas Authority (MHAA) was part of FY14 total project budget.
FY16 Budget commitment allows project stage:	**Project Years** / **Total Project Budget**
Design, Construction, and Project Management	FY14-FY17 / $615,820

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design	15,070	6,000					21,070
Construction	282,250	80,500					365,750
Construction Project Mngmt.	5,000	4,000					9,000
IT Costs							
Furniture Fixtures Equipment							
Total	305,320	90,500	0	0	0	0	395,820

Funding Schedule

Bond funds	305,320	90,500					395,820
Operating funds							
Other							
Total	305,320	90,500	0	0	0	0	395,820

Project Detail

Project Title	**Project Number**	**Initiating Department**
Russell Street	TBD	Public Works; Planning and Zoning
Asset Category	**Asset Number**	**Priority Score**
Infrastructure		60

Project Description

Reconstruct Russell St. between Smithville St. and West St. to improve pedestrian, vehicular and bicycle access to both the Bates Legacy and Community Center and the Spa Creek Trail.

Improvements include a sidewalk on the west side of the street, a bike lane southbound on the street, curb and gutter to define the street edge and eliminate random parking on the street.

This project implements a portion of the 2005 *Bates Community Legacy Plan.*

Regulatory or Legal Mandates

Operational Necessity

This project is part of the City's overall goal of improving stormwater management.

Prior Funding

Non-City sources of funding

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Land Acquisition, Project Planning, Design, and Project Management	FY16-FY18	$940,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition	22,000	110,000					132,000
Project Planning	50,000						50,000
Design	35,000	45,000					80,000
Construction			660,000				660,000
Construction Project Mngmt.	4,000	4,000	10,000				18,000
IT Costs							
Furniture Fixtures Equipment							
Total	111,000	159,000	159,000	0	0	0	940,000

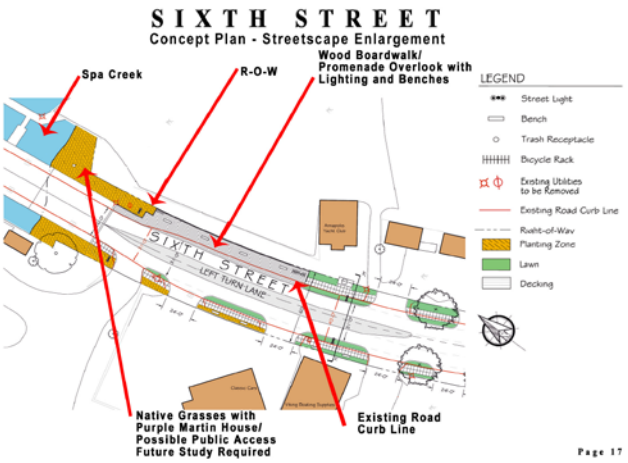
Funding Schedule

Bond funds	111,000	159,000	670,000	0			
Operating funds							
Other							
Total	111,000	159,000	670,000	0	0	0	940,000

Project Title	**Project Number**	**Initiating Department**
Sixth Street	TBD	Public Works; Planning and Zoning
Asset Category	**Asset Number**	**Priority Score**
Infrastructure		44

Project Description

The 2005 *Eastport Streetscape Conceptual Design for 4th and 6th Street* proposed several capital improvements for 6th (Sixth) Street in Eastport. Recommendations include burying utility wires, upgraded sidewalks and intersections, and new street lights. Specific recommendations include water view promenade/boardwalk, a center turning lane, textural pavement at intersections, standardization of curb cuts, brick and granite crosswalks, street width changes, upgraded sidewalk paving, installation of street lights and street trees, and installation of transparent ornamental fencing.



Regulatory or Legal Mandates	**Operational Necessity**
	Project improves operational functions of sidewalks and utilities.
Prior Funding	**Non-City sources of funding**

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Not recommended for funding in FY16	FY17-FY19	$6,602,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design		330,000					330,000
Construction				5,956,000			5,956,000
Construction Project Mngmt.		18,000		298,000			316,000
IT Costs							
Furniture Fixtures Equipment							
Total	0	348,000	0	6,254,000	0	0	6,602,000

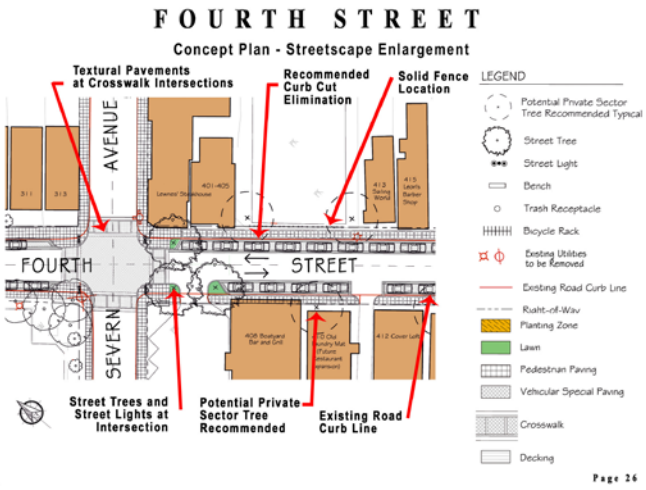
Funding Schedule

Bond funds		348,000		6,254,000			6,602,000
Operating funds							
Other							
Total	0	348,000	0	6,254,000	0	0	6,602,000

Project Title	**Project Number**	**Initiating Department**
Fourth Street	TBD	Public Works; Planning and Zoning
Asset Category	**Asset Number**	**Priority Score**
Infrastructure		44

Project Description

The 2005 *Eastport Streetscape Conceptual Design for 4th and 6th Street* proposed several capital improvements for 4th (Fourth) Street in Eastport. Recommendations include burying utility wires, upgraded sidewalks and intersections, and new street lights. Specific recommendations include enlarging and enhancing the street end park at Spa Creek, textural pavement at intersections, brick and granite crosswalks, upgraded sidewalk paving, and installation of street lights and street trees.



Regulatory or Legal Mandates	**Operational Necessity**
	Project improves operational functions of sidewalks and utilities.
Prior Funding	**Non-City sources of funding**
FY16 Budget commitment allows project stage:	**Project Years** / **Total Project Budget**
Not recommended for funding in FY16	FY18-FY20 / $4,869,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design			165,00				165,000
Construction					4,472,000		4,472,000
Construction Project Mngmt.			8,000		224,000		232,000
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	173,000	0	4,696,000	0	4,869,000

Funding Schedule

Bond funds			173,000	0	4,696,000		4,869,000
Operating funds							
Other							
Total	0	0	173,000	0	4,696,000	0	4,869,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Smithville Street	TBD	Public Works; Planning and Zoning
Asset Category	**Asset Number**	**Priority Score**
Infrastructure		43

Project Description

The 2005 *Bates Community Legacy Plan* recommends improvements to Smithville Street. Projects include a planning analysis to determine optimal configuration of Smithville Street to reduce cut-through traffic, calm traffic speeds, and improve the pedestrian environment. Landscaping improvements are planned.

Regulatory or Legal Mandates

Operational Necessity

This project is part of the City's overall goal for improving the pedestrian environment.

Prior Funding

Non-City sources of funding

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Not recommended for funding in FY16	FY18-FY20	$1,683,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition			70,000	110,000			180,000
Project Planning			150,000				150,000
Design			80,000	45,000			125,000
Construction					1,200,000		1,200,000
Construction Project Mngmt.				8,000	20,000		28,000
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	300,000	163,000	1,220,000	0	1,683,000

Funding Schedule							
Bond funds			300,000	163,000	1,220,000		1,683,000
Operating funds							
Other							
Total	0	0	300,000	163,000	1,220,000	0	1,683,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Barbud Lane	TBD	Public Works
Asset Category	**Asset Number**	**Priority Score**
Infrastructure		43

Project Description

Improve Barbud Lane from Forest Drive to Janwal Street. Approximately 850' of roadway will be reconstructed with curb and gutter, sidewalk on one side, and an intermittent parking lane. Storm drainage improvements are included. Changes are proposed to reduce cut-through traffic in the community.

Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding	**Non-City sources of funding**	
FY16 Budget commitment allows project stage: Not recommended for funding in FY16	**Project Years** FY18	**Total Project Budget** $713,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition			48,000				48,000
Project Planning			2,000				2,000
Design			80,000				80,000
Construction			583,000				583,000
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	713,000	0	0	0	713,000
Funding Schedule							
Bond funds			713,000				713,000
Operating funds							
Other							
Total	0	0	713,000	0	0	0	713,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
West Annapolis Intersections, Traffic and Pedestrian Improvements	TBD	Planning and Zoning

Asset Category	**Asset Number**	**Priority Score**
Infrastructure		48

Project Description

The 2008 *Annapolis Streetscape Plan*, the 2011 *Annapolis Bicycle Master Plan* and the Draft 2014 *West Annapolis Sector Study* include several capital improvements for West Annapolis. There are recommendations to improve Annapolis Street intersections with pavers, as well as other traffic improvements that would help reduce traffic congestion. There are also bike/pedestrian improvements.

Regulatory or Legal Mandates	**Operational Necessity**

Prior Funding	**Non-City sources of funding**

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project Planning and Design	FY16-FY17	$950,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning	25,000						25,000
Design	75,000						75,000
Construction		850,000					850,000
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	100,000	850,000	0	0	0	0	950,000

Funding Schedule

Bond funds	100,000	850,000					950,000
Operating funds							
Other							
Total	100,000	850,000	0	0	0	0	950,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Truxtun Park Improvements	358	Recreation & Parks
Asset Category	**Asset Number**	**Priority Score**
Parks		Not Available

Project Description

Improvements to approximately 2,500 linear feet of pathway/trail restoration for the woodland trail system at Truxtun Park. Due to specific site constraints (limited access, etc.) a design/repair strategy will be executed to ensure long term remedy to address the erosion and deterioration of the trail. The project will also employ some stabilization construction work to stop immediate destruction. Project scope will include evaluation for successful remediation for the following conditions: full shade, steep slopes, soil suitability, planting plan, hiker impacts, soil compaction, and soil stabilization options.

Regulatory or Legal Mandates

Operational Necessity

Prior Funding
FY12: $200,000

Non-City sources of funding
Program Open Space (POS) funding: (Project No. 5520-2-265)

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project to be completed with prior year funding	FY12-FY16	$200,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Title	**Project Number**	**Initiating Department**
Kingsport Park	50007	Recreation & Parks
Asset Category	**Asset Number**	**Priority Score**
Parks	None (Land Improvement)	44

Project Description
This project will complete the development of the Kingsport Park, a 2-acre parcel donated to the City as part of the Kingsport residential development. First year project funds will finalize the park design and programming with input from residents of surrounding communities. Once finalized, grant funds are expected to defray or offset construction costs in subsequent years.

Regulatory or Legal Mandates	**Operational Necessity**
No	Meets the essential recreation and park services for the community.
Prior Funding FY14: $157,875 FY13: $15,000	**Non-City sources of funding** Pending: Community Parks and Playgrounds (DNR) Grant Application for $230,870 to offset FY14 project budget.

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project to be completed with prior year funding	FY13-FY16	$172,875

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed F21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds or Debt (for Grant match purposes)							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number:**	**Initiating Department**
Capital Program Land Acquisition	TBD	Mayor's Office
Asset Category	**Asset Number**	**Priority Score**
Parks		Not Available

Project Description

Opportunities for acquiring land for capital projects arise, and the City can respond in a timely fashion if funds are available. Opportunities may be related to roadway, trail, facility and park projects that are in the conceptual planning stage, many of which are noted in the City's Comprehensive Plan. Funds may be used to provide matching funds for non-City sources of funding.

Legal expenses associated with land acquisition are included in this project budget for the purposes of real property title research, appraisals, and related legal advice.

Regulatory or Legal Mandates	**Operational Necessity**
	Opportunity cost savings.
Prior Funding	**Non-City sources of funding**
FY13: $2,575,000	
FY16 Budget commitment allows project stage:	**Project Years** / **Total Project Budget**
Not recommended for funding in FY16	

Appropriation Schedule	Budget Adopted FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Design Costs							
Construction Costs							
Construction Project Mgmt							
IT Costs							
Furniture/Fixtures/Equipment							
Legal Fees							
Contingencies							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
Truxtun Park Softball Fields	50009	Recreation & Parks
Asset Category	**Asset Number**	**Priority Score**
Parks		Not Available

Project Description

Renovate one softball field at Truxtun Park / Pip Moyer Recreation Center to include regarding, amending and replanting of the playing field surface, and the installation of an athletic field irrigation system.

Regulatory or Legal Mandates	**Operational Necessity**
Prior Funding	**Non-City sources of funding**
FY12: $102,000	Community Parks and Plaground (DNR) Grant in 2012: $102,000

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Not recommended for funding in FY16		$102,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
Truxtun Park Skatepark	TBD	Recreation & Parks
Asset Category	**Asset Number**	**Priority Score**
Parks	Part of Truxtun Park	46

Project Description

Construction of a "poured-in-place" concrete skatepark, designed to modern standards with a thoughtful progression of skate amenities, laid out in a fashion that reduces skater conflict and allows the greatest number of users in a small space.

This will replace the existing skatepark, a modular-constructed amenity which has outlasted its life expectancy. The materials used to construct have deteriorated to such an extent that they must be replaced. This area has reached the point where it is no longer feasible to continue to repair, primarily because of the obsolete construction. The facility is constantly in use, as it is the only location on Parkland for skateboarders to recreate legally.

Photo by ConcreteDisciples.com

Regulatory or Legal Mandates	**Operational Necessity**	
Risk management and liability avoidance		
Prior Funding	**Non-City sources of funding**	
FY15: $25,000		
FY16 Budget commitment allows project stage	**Project Years**	**Total Project Budget**
Design	FY15-FY17	$175,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design	35,000						35,000
Construction		115,000					115,000
Construction Project Mngmt							
IT Costs							
Furniture Fixtures Equipment							
Total	35,000	115,000	0	0	0	0	150,000

Funding Schedule

Bond funds	35,000	115,000					150,000
Operating funds							
Other							
Total	35,000	115,000	0	0	0	0	150,000

Project Title	**Project Number**	**Initiating Department**
IT Payroll Time and Attendance System	TBD	MIT
Asset Category	**Asset Number**	**Priority Score**
IT		43

Project Description
Implement a time and attendance system that assists in managing labor budgets and reducing and controlling labor expenditures. System will minimize manual employee scheduling, time sheet, and time keeping processes. System will improve real time and accurate time keeping.

Regulatory or Legal Mandates
FLSA, FMLA and collective bargaining agreements for auditing, compliance and employee grievances.

Operational Necessity

Prior Funding
FY15: $276,132

Non-City sources of funding

FY16 Budget commitment allows project stage
Project to be completed with prior year funding

Project Years

Total Project Budget
$276,132
(Approx. $26,000 in annual maintenance costs will be required after the initial funding year.)

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
RMS /CAD for Law Enforcement	TBD	Police Department
Asset Category	**Asset Number**	**Priority Score**
IT		60

Project Description

The Annapolis Police Dept. (APD) relies on Records Management System (RMS) and Computer Aided Dispatch (CAD) to acquire record, synthesize, analyze, archive, retrieve, and report thousands of pieces of law enforcement data. Sworn officers and civilians use the systems in every unit of APD. Present RMS and CAD systems operate under separate licensing and maintenance agreements and are not integrated, which causes operational difficulties is not cost effective. A new system that integrates RMS and CAD and comes complete with multiple law enforcement products as part of the total package is requested.

Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding	**Non-City sources of funding**	
FY16 Budget commitment allows project stage: IT Costs	**Project Years** FY16	**Total Project Budget** $850,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs	850,000						850,000
Furniture Fixtures Equipment							
Total	850,000	0	0	0	0	0	850,000

Funding Schedule

Bond funds	850,000						850,000
Operating funds							
Other							
Total	850,000	0	0	0	0	0	850,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Stormwater Management Retrofit Project	77002	Public Works
Asset Category	**Asset Number**	**Priority Score**
Stormwater	Numerous asset numbers	45

Project Description

Storm drains, inlets and other stormwater facilities are in need of repair due to age. Some corrugated metal pipes have fallen apart in the ground, and many concrete pipe joints have failed and need replacement. Some manholes and inlets need rebricking. This project also maintains 32 outfalls 15" or greater in diameter. This is an ongoing infrastructure project; sections will be replaced, repaired, or retrofitted based on field inspections by utility crews on an annual basis.

Regulatory or Legal Mandates	**Operational Necessity**
	Sustains operations of existing stormwater conveyance infrastructure.
Prior Funding	**Non-City sources of funding**
Project is funded via the capital budget annually.	

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Design; Construction	Recurring	$100,000 annually

	Budget	5-Year Capital Plan					
Expenditure Schedule	Proposed FY16	Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning	10,000	10,000	10,000	10,000	10,000	10,000	60,000
Design	86,500	86,500	86,500	86,500	86,500	86,500	540,000
Construction	3,500	3,500	3,500	3,500	3,500	3,500	21,000
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	100,000	100,000	100,000	100,000	100,000	100,000	600,000

Funding Schedule

Bond funds							
Operating funds - Stormwater	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Other							
Total	100,000	100,000	100,000	100,000	100,000	100,000	600,000

Project Title	**Project Number**	**Initiating Department**
Stream Restoration	77004	DNEP
Asset Category	**Asset Number**	**Priority Score**
Stormwater		51

Project Description
Project will restore streambeds to improve ecological function and limit erosion. Lack of effective stormwater management and sediment and erosion control for upstream lands developed pre-1985 results in persistent erosion of receiving streams before entering into the surface waters of the City's tidal creeks. Project proposes to stabilize eroded stream beds and create velocity reducing structures to limit further erosion.

Regulatory or Legal Mandates
The EPA- mandated Chesapeake Bay 'pollution diet' requires that all jurisdictions in the Chesapeake Bay watershed reduce the amount of nitrogen, phosphorus and sediment that is discharged into the Bay.

Operational Necessity

Prior Funding
FY13: $406,000

Non-City sources of funding
No

FY16 Budget commitment allows project stage:
Funding not required for FY16

Project Years

Total Project Budget

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design		101,000					101,000
Construction				300,000			300,000
Construction Project Mngmt.				5,000			5,000
IT Costs							
Furniture Fixtures Equipment							
Total	0	101,000	0	305,000	0	0	406,000

Funding Schedule

Bond funds							
Operating funds - Stormwater			0	305,000			406,000
Other							
Total	0	101,000	0	305,000	0	0	406,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Watershed Management Plan	TBD	DNEP
Asset Category	**Asset Number**	**Priority Score**
Stormwater		80

Project Description

Watershed management plan for the City of Annapolis, including NPDES/MS4 (National Pollution Discharge Elimination System/Municipal Separate Stormwater Sewer System) compliance and identification of nutrient reduction Total Maximum Daily Load (TMDL) compliance projects, and updated Watershed Improvement Plans (WIP) per Maryland Dept. of the Environment requirements.

Regulatory or Legal Mandates	**Operational Necessity**
EPA mandated nutrient reduction for the Chesapeake Bay watershed per the 1972 Clean Water Act.	Necessary to identify and prioritize nutrient reduction projects.
Prior Funding	**Non-City sources of funding**
FY15: $125,000	

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Planning and IT Costs	FY15-FY17	$500,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning	240,000						240,000
Design							
Construction							
Construction Project Mngmt.							
IT Costs	10,000						10,000
Furniture Fixtures Equipment							
Total	250,000	0	0	0	0	0	250,000

Funding Schedule

Bond funds							
Operating funds - Stormwater	250,000						250,000
Other							
Total	250,000	0	0	0	0	0	250,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Dorsey Avenue Storm Drain	TBD	Public Works
Asset Category	**Asset Number**	**Priority Score**
Stormwater	Numerous	37

Project Description

The proposed project addresses drainage problems that cause storm water to pond on Dorsey Avenue west of Kirby Lane during and after storm events. Along approximately 325 feet of roadway, the roadway surface will be lowered and repaved, and curb, gutter, inlets and storm drains will be installed to collect surface water and convey it to the existing storm drain system.

Regulatory or Legal Mandates	**Operational Necessity**
	Improves drainage of roadway.
Prior Funding	**Non-City sources of funding**
FY15: $35,000	

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Construction and Project Management	FY15-16	$281,275

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction	236,275						236,275
Construction Project Mngmt.	10,000						10,000
IT Costs							
Furniture Fixtures Equipment							
Total	246,275	0	0	0	0	0	246,275

Funding Schedule							
Bond funds							
Operating funds – Stormwater	246,275						246,275
Other							
Total	246,275	0	0	0	0	0	246,275

Project Detail

Project Title	**Project Number**	**Initiating Department**
Hilltop Lane Box Culvert	TBD	Public Works
Asset Category	**Asset Number**	**Priority Score**
Stormwater		47

Project Description

The existing culvert is corroded and susceptible to frequent blockage. Preliminary modeling indicates an unacceptable frequency of roadway overtopping during storm events. The proposed culvert will increase the stream flow capacity beneath Hilltop Lane and decrease the frequency of overtopping during storm events. To install the culvert, approximately 20 feet of Hilltop Lane will need to be excavated and replaced, along with existing curb and sidewalk features.

This project is in conjunction with the Stream Restoration Capital Projects.

Regulatory or Legal Mandates	**Operational Necessity**
	Improves functioning of culvert.
Prior Funding	**Non-City sources of funding**
FY15: $50,000	

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Construction and Project Management	FY15-FY16	$548,600

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction	488,600						488,600
Construction Project Mngmt.	10,000						10,000
IT Costs							
Furniture Fixtures Equipment							
Total	498,600	0	0	0	0	0	498,600

Funding Schedule							
Bond funds							
Operating funds - Stormwater	498,600						498,600
Other							
Total	498,600	0	0	0	0	0	498,600

Project Title	**Project Number**	**Initiating Department**
Water Treatment Plant	71001	Public Works
Asset Category	**Asset Number**	**Priority Score**
Water		Not Available

Project Description

The Water Treatment Plant is at the end of its useful life and in need of replacement. It has significant operational and structural constraints. The existing facility has regulatory and safety issues. Hydraulic issues limit the production capacity of the plant to below its design capacity. A Facility Plan Report (2009) showed that operational and structural constraints result in less than efficient and economical production of drinking water. Replacement parts for most of the mechanical equipment are difficult to find; some parts are no longer being made. The results of the life-cycle cost and qualitative analyses in the report showed that a new water treatment plant was the better alternative, as compared to major upgrades.

Regulatory or Legal Mandates

Operational Necessity

The water treatment plant is the only source of water for the City and therefore, a critical operation.

Prior Funding

FY13: $35,000,000
FY12: $277,000
FY11: $503,000

Non-City sources of funding

State funding (MD Dept. of Environment): $1.5 million green-building grant, $28.5 million low-interest loan

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Funding to be completed with prior year funding	FY11-FY16	$35,780,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
Water Distribution Rehab	71003	Public Works
Asset Category	**Asset Number**	**Priority Score**
Water	Numerous asset numbers are assigned	75

Project Description

The existing water distribution grid is aging, as is evidenced by the frequent failures. Based on a useful life of 80 years, the financial consultant has calculated the required water distribution system rehabilitation capital needs for the next 20 years to address the infrastructure including pipes, valves, hydrants, meters, etc. that have exceeded or will reach the end of their useful life. Additional work is necessary to prioritize water distribution infrastructure upgrades, while rehabilitating and/or upgrading the previously identified needs in order to minimize the potential for a major failure.

Regulatory or Legal Mandates

Operational Necessity

Sediment deposits and loss of smooth surface has caused a reduction in the capacity of the pipes. This, in turn, causes higher operational costs and more frequent failure, putting a heavy burden on the operations fund and crew. Ongoing funding of this project deters an increase in water loss, service interruptions and emergency repairs.

Prior Funding

FY15: $1,150,000
FY13: $1,880,000
FY12: $1,718,000
FY11: $102,000

Non-City sources of funding

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Design, Construction, and Project Management	Recurring	Annual range 1.7M to 2.1M

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design	240,000	250,000	260,000	265,000	265,000	265,000	1,545,000
Construction	1,670,000	1,715,000	1,765,000	1,820,000	1,820,000	1,820,000	10,610,000
Construction Project Mngmt	80,000	85,000	85,000	85,000	85,000	85,000	505,000
IT Costs							
Furniture Fixtures Equipment							
Total	1,990,000	2,050,000	2,110,000	2,170,000	2,170,000	2,170,000	12,660,000
Funding Schedule							
Bond funds	1,990,000	2,050,000	2,110,000				6,150,000
Operating funds - Water Fund							
Capital Reserve - Water Fund				2,170,000	2,170,000	2,170,000	6,510,000
Total	1,990,000	2,050,000	2,110,000	2,170,000	2,170,000	2,170,000	12,660,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
SCADA /Radio Upgrade	71010	Public Works
Asset Category	**Asset Number**	**Priority Score**
Water		73

Project Description

This project continues the replacement of obsolete controls and communications system from the City's water tanks to the Water Treatment Plant chart recorders.

Regulatory or Legal Mandates

Requirements related to monitoring of water supply and pressure.

Operational Necessity

The SCADA system and reliable communications are necessary for proper operation of the automated components of the sewer collection and water distribution systems.

Prior Funding

FY14: $120,000
FY13: $120,000
FY12: $413,000
FY11: $790,000

Non-City sources of funding

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project to be completed with prior year funding	FY11-FY16	$1,443,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds-Water Fund							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
Water Tank Rehabilitation (Painting)		Public Works
Asset Category	**Asset Number**	**Priority Score**
		Not Available

Project Description

This project provides for water tank painting, repairs and retrofits of valves, foundations, structures and site improvements to the water tanks used for storage of the City's water supply. Tanks are painted in a cyclic order, and periodic repairs and retrofits of the altitude valves, structures and site improvements are made to the tanks.

Regulatory or Legal Mandates	**Operational Necessity**
	Necessary to keep water storage tanks safe and operational
Prior Funding	**Non-City sources of funding**
FY16 Budget commitment allows project stage:	**Project Years** / **Total Project Budget**
Construction	FY16-FY20 / $2,149,00

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction	550,000	635,000		889,000	75,000		2,149,000
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	550,000	635,000	0	889,000	75,000	0	2,149,000

Funding Schedule

Bond funds							
Operating funds	550,000	635,000		889,000	75,000		2,149,000
Other							
Total	550,000	635,000	0	889,000	75,000	0	2,149,000

Project Title	**Project Number**	**Initiating Department**
Sewer Pump Station Rehab	72002	Public Works
Asset Category	**Asset Number**	**Priority Score**
Sewer	numerous	73

Project Description
There are 25 pump stations in the City and most have aging pumps and other components that pose an imminent threat of failure, and thus a threat to the health and safety of the citizens. This project is for replacement of sewage pump stations, pump station components, including generators and flow meters, and pumps.

Regulatory or Legal Mandates
Sewage spills or overflows that can result from pump failure, which are more likely with older pumps and stations, are regulated and usually require payment of a fine.

Operational Necessity
Continuous operation of sewage pump stations is critical to the City's sewer service.

Prior Funding
FY15: $900,000
FY13: $614,000
FY12: $1,239,000
FY11: $490,743

Non-City sources of funding

FY16 Budget commitment allows project stage	**Project Years**	**Total Project Budget**
Project to be completed with prior year funding	FY11-FY16	$3,243,743

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt							
IT Costs							
Furniture Fixtures Equipment							
Total	0		0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds - Sewer Fund							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number:**	**Initiating Department**
Sewer Rehabilitation & Upgrades	72004, 72006	Public Works
Asset Category	**Asset Number**	**Priority Score**
Sewer	numerous	74

Project Description

Over half of the City's sewers are greater than 50 years old and many are over 80 years old and require repair. Based on a useful life of 80 years, our financial consultant has calculated the required sewer rehabilitation capital needs through the Year 2030 to address the sewers that have exceeded or will reach the end of their useful life.

Most of the pipes needing rehabilitation can be lined using trenchless methods. Others will need replacement. The decision is made based on site investigation. Pipe joint failures and other leaks typically cause excessive infiltration and increased pumping and treatment needs and costs. In addition, the environmental impact of pipe failure is of concern

Regulatory or Legal Mandates

Sewage spills require reporting to MDE and often result in fines. Sewer system industry/professional standards related to materials, methods of construction, etc. change regularly. Likely most of the City's sewer collection system would not meet current standards.

Operational Necessity

Each component of the sewer collection system is necessary. Interceptors and trunk lines are particularly important to remain in operation since they serve many customers. Addressing the capital needs minimizes the potential for a major failure.

Prior Funding

FY15: $1,940,000
FY13: $2,320,000
FY12: $1,050,000
FY11: $1,200,000

Non-City sources of funding

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Design, Construction, and Project Management	Recurring	Annual range 2.3 to 2.7M

	Budget	5-Year Capital Plan					
Expenditure Schedule	Proposed FY16	Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design	285,000	300,000	310,000	315,000	315,000	315,000	1,840,000
Construction	2,079,000	2,130,000	2,185,000	2,260,000	2,260,000	2,260,000	13,174,000
Construction Project Mngmt	96,000	100,000	105,000	105,000	105,000	105,000	616,000
IT Costs							
Furniture Fixtures Equipment							
Total	2,460,000	2,530,000	2,600,000	2,680,000	2,680,000	2,680,000	15,630,000
Funding Schedule							
Bond funds	2,460,000	2,530,000	2,600,000				7,590,000
Operating funds - Sewer Fund							
Capital Reserve - Sewer Fund				2,680,000	2,680,000	2,680,000	8,040,000
Total	2,460,000	2,530,000	2,600,000	2,680,000	2,680,000	2,680,000	15,630,000

Project Detail

Project Title	**Project Number:**	**Initiating Department**
Landfill Gas Mitigation	10001	Public Works
Asset Category	**Asset Number**	**Priority Score**
Landfill	50240	Legal Mandate

Project Description

MDE policy requires groundwater between the Annapolis Landfill and down-gradient streams to comply with maximum contaminant levels (MCLs). The volatile organic compound (VOC) groundwater plume emanating from the unlined Annapolis Landfill has reached down gradient streams; therefore the landfill does not comply with the MDE's policy. This is a multi-phase project with Phase 1, the Nature & Extent Study (NES), underway and expected to be completed in 2013. Phase 2 and 3, the Alternative Corrective Measures Study (ACM) and Corrective Measures Implementation (CMI), will be dependant on the results of the Nature & Extents Study and may cost up to $2,575,000. Additional property remediation costs associated with corrective measures could be $350,000 annually for 10 years.

Regulatory or Legal Mandates	**Operational Necessity**
Project is under a Draft Consent Order with the Maryland Department of the Environment (MDE).	Project is mandated to comply with Draft Consent Order.
Prior Funding	**Non-City sources of funding**
FY12: $989,990 budgeted. Expenditures were not required during FY12 FY11: $1,910,000 budgeted. Reduced to $772,000 per GT 24-12 in November, 2011	

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Design, Construction, and Construction Management	FY11-FY16	$4,355,990

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design	790,000						790,000
Construction	1,500,000						1,500,000
Construction Project Mngmt.	75,000						75,000
IT Costs							
Furniture Fixtures Equipment							
Total	2,365,000	0	0	0	0	0	2,365,000

Funding Schedule

Bond funds	2,365,000						2,365,000
Operating funds							
Other							
Total	2,365,000	0	0	0	0	0	2,365,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Annual Transportation Plan FY14	TBD	Transportation
Asset Category	**Asset Number**	**Priority Score**
Various	Various	70

Project Description

The City submits its Annual Transportation Plan (ATP) to the Maryland Transit Administration (MTA) every March. The ATP serves as a grant application for cost-sharing of transit-related operating and capital costs with the MTA and Federal Transit Administration (FTA). In summer, the MTA issues a letter notifying the City of the grant award.

The FY14 ATP Capital Grant Award requires the City to provide 10% of the total project costs listed:
$422,222 – Bus Stop Shelters
$220,000 – Bus Stop Lighting and Target Signs
$105,000 – Maintenance Shop Rehabilitation
$70,000 – Support Vehicle

Regulatory or Legal Mandates	**Operational Necessity**
	The ATP is an integral fiscal component of the City's Transit Operations.
Prior Funding	**Non-City sources of funding**
FY15: $817,000	MTA and FTA contribute 90% of capital project costs.

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project to be completed with prior year funding	Recurring	$817,222 in FY15

	Budget	5-Year Capital Plan					
Expenditure Schedule	Proposed FY16	Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
Hillman Garage	73002	Transportation
Asset Category	**Asset Number**	**Priority Score**
Parking	50026	62

Project Description

Replacement of the deteriorating 435-space garage with a new facility, with state of the art controls, ADA compliant pedestrian access, elevators, and appearance more compatible with the surrounding community. Structural repairs completed in 2010 extended the life of this facility. The facility is operated and maintained by the City Transportation Department.

Phase 1 (Project Planning), underway with FY13 funds, will determine the project scope, and could include a structural condition assessment, geo-technical explorations, and a parking study. (Budget estimates prepared by Department of Central Services in 2009)

Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding FY14: $765,190 FY13: $300,000 $700,000 spent in 2009 and 2010 on structural repairs	**Non-City sources of funding**	
FY15 Budget commitment allows project stage	**Project Years** FY13-FY17	**Total Project Budget** $21,835,160

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design	1,530,260						1,530,360
Construction		19,257,610					19,257,610
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	1,530,260	19,257,610	0	0	0	0	20,787,970

Funding Schedule

Bond funds	1,530,260	19,257,610					20,787,970
Operating funds - Parking Fund							
Other							
Total	1,530,260	19,257,610	0	0	0	0	20,787,970

Project Detail

Project Title	**Project Number**	**Initiating Department**
Parking Facility Upgrades		Transportation
Asset Category	**Asset Number**	**Priority Score**
Parking	50026	Not Available

Project Description

Parking Facility Upgrades will provide for the full functionality of parking equipment in Hillman Garage and general improvement of the facility, pursuant to the City's 2012 Parking Garage Management Agreement with Towne Park, and in conjunction with capital investments in parking equipment as specified in the Agreement.

Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding FY14: $300,000	**Non-City sources of funding**	
FY16 Budget commitment allows project stage Project to be completed with prior year funding	**Project Years** FY14	**Total Project Budget** $300,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating Funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
City Dock Bulkhead		Planning & Zoning
Asset Category	**Asset Number**	**Priority Score**
Infrastructure		54

Project Description

Phase 2 of the bulkhead replacement at City Dock will be completed. Improvements to public space and public access, will be addressed with this project.

Regulatory or Legal Mandates Public safety associated with City-owned infrastructure.	**Operational Necessity** Project will address deterioration associated with the existing bulkhead.
Prior Funding FY15: $7,500,000	**Non-City sources of funding** Federal grant: $1.5M (Boating Infrastructure Grant) was part of FY14 total project budget.

FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project to be completed with prior year funding	FY14-FY17	$7,500,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
Johnson Harbormaster Building Rehab	TBD	Harbormaster
Asset Category	**Asset Number**	**Priority Score**
Dock	50138 (Johnson Building) 50593 (Welcome Center)	62

Project Description

The Visitor Information Booth, Maritime Welcome Center, and pubic restrooms at the Johnson Harbormaster Building serve more visitors every year than any other City building. The existing Harbormaster building is in need of repair and rehabilitation. Repairs to the roof, upgrade or replacement of the handicap lift, refurbishment of boater shower and laundry facilities, and refurbishment of public bathrooms will be made in FY15.

The 2013 City Dock Master Plan recommends the building's functions to be integrated into redevelopment projects in the immediate area. This phase of the project is recommended for funding no earlier then FY17, to allow Review and Adoption of the City Dock Master Plan, and coordination with the Facility Asset Management Program.

Project is subject to further review in regards to implementation.

Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding FY15: $240,000	**Non-City sources of funding** State and federal funds may offset up to ~~65%~~ 75% of the components of the project providing boater facilities.	
FY16 Budget commitment allows project stage Funding not required for FY16	**Project Years** FY15-FY17	**Total Project Budget** $2,240,000

Expenditure Schedule	Budget Proposed FY15	5-Year Capital Plan Proposed FY16	Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	FY15–FY20 Total
Land Acquisition							
Project Planning							
Design							
Construction		2,000,000					2,000,000
Construction Project Mngmt							
IT Costs							
Furniture Fixtures Equipment							
Total	0	2,000,000	0	0	0	0	2,000,000

Funding Schedule

Bond funds		2,000,000					2,000,000
Operating funds							
Other							
Total	0	2,000,000	0	0	0	0	2,000,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
IT Harbor Fee Collection System	TBD	Harbormaster
Asset Category	**Asset Number**	**Priority Score**
Dock		43

Project Description

We believe a tailored point of sale fee collection system will improve our operational efficiency by at least twenty percent and nearly eliminate costly monetary errors. We envisage a belt hanging electronic unit, processing sales and data in real time via a local radio link; similar to those used in the vehicle lots supported by a tailored computer software system. Estimated costs are under $80,000, resulting in a three to four year payback or cost recovery period.

Regulatory or Legal Mandates	**Operational Necessity**	
Prior Funding	**Non-City sources of funding**	
FY16 Budget commitment allows project stage: IT Costs	**Project Years** FY16-17	**Total Project Budget** $80,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs	40,000	40,000					80,000
Furniture Fixtures Equipment							
Total	40,000	40,0000		0	0	0	80,000

Funding Schedule

Bond funds	40,000	40,000					80,000
Operating funds							
Other							
Total	40,000	40,000		0	0	0	80,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Floating Dinghy Docks Program	TBD	Harbormaster
Asset Category	**Asset Number**	**Priority Score**
Dock		66

Project Description

It has been requested to provide floating dinghy dock each street end consisting of a 10 foot by 20 foot floating dock held in place by two steel pilings with riding roller collars to automatically adjust with the rise and fall of tide. There are 29 city streets that end at waterways, of which 23 are in need of upgraded public water access.

At the rate of six new floating dinghy docks per year, uniform public water access amenities can be established at all city street ends over a period of four years.

Access to each floating dock and permit requirements will need to be addressed.

Regulatory or Legal Mandates	**Operational Necessity**	
Will substantially reduce this risk and liability.	Improve the public amenities available to tourist and resident.	
Prior Funding	**Non-City sources of funding**	
FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Construction		$120,000 to be funded annually

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction	120,000	120,000	120,000	120,000	120,000	120,000	720,000
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	120,000	120,000	120,000	120,000	120,000	120,000	720,000
Funding Schedule							
Bond funds	120,000	120,000	120,000	120,000	120,000	120,000	720,000
Operating funds							
Other							
Total	120,000	120,000	120,000	120,000	120,000	120,000	720,000

Project Detail

Project Title	**Project Number**	**Initiating Department**
Upgrade Public Rental Moorings	TBD	Harbormaster
Asset Category	**Asset Number**	**Priority Score**
Dock		63

Project Description

Replace 28 older mushroom moorings with 28 new Helix moorings. These moorings produce approximately $160,000 to $210,000 annually. Upgraded Helix moorings will accommodate more boats of larger size and likely increase revenue. Maintenance costs on Helix moorings are lower than the maintenance costs on the older mushroom moorings. Bottom scouring of the harbor, resulting in less disturbance to aquatic life, will be reduced due to reduced length of anchor chains required for Helix anchors.

Helix moorings are safer than the existing moorings, which will reduce the City's liability risk. Helix moorings have a life expectancy of well over twenty years.

There is a potential that there will be no cost to the City with a combination of state and federal grants. This funding request will only be necessary if state grant funds do not become available.

Regulatory or Legal Mandates	**Operational Necessity**	
This will be partially funded under the Wallop-Breaux Act to improve public access to the waterway.	The moorings require regular maintenance work.	
Prior Funding	**Non-City sources of funding**	
FY15: $140,549	$100,000 – Federal Grant	
FY15 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project to be completed with prior year funding	FY15-FY16	$140,549

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
Pumpout Boat Two – Back-Up Matching Funds	TBD	Harbormaster
Asset Category	**Asset Number**	**Priority Score**
Dock		70

Project Description

Acquire second pumpout boat for back-up and peak season services. A second boat will provide a back-up during high demand days and while maintenance and repair issues are being addressed.

The Harbormaster Division began providing pumpout services on Saturdays in Winter 2013-2014. With only one pumpout boat, it is difficult to satisfy the magnitude of demand during the summer months. Replacement parts boat can take several weeks to arrive, causing lengthy down time for the boat.

This will help the City meet its goal to obtain U.S. Environmental Protection Agency designation as a "No Discharge Zone." Annual revenues for operating one boat have been approximately $11,000 - $15,000, with pricing set in accordance with State and Federal Guidelines for operators accepting subsidy. All operating, maintenance and repair costs have historically been covered by blended federal and state funds for over twenty years.

There is a potential that there will be no cost to the City with a combination of state and federal grants. This funding request will only be necessary if state grant funds do not become available.

Regulatory or Legal Mandates	**Operational Necessity**	
Environmental protection laws prohibit discharge of raw untreated sewage into the nations waterways.	A second pumpout will provide back-up services.	
Prior Funding	**Non-City sources of funding**	
FY15: $100,000	$75,000 – Federal Grant	
FY16 Budget commitment allows project stage:	**Project Years**	**Total Project Budget**
Project to be completed with prior year funding	FY15-FY16	$100,000

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction							
Construction Project Mngmt.							
IT Costs							
Furniture Fixtures Equipment							
Total	0	0	0	0	0	0	0

Funding Schedule

Bond funds							
Operating funds							
Other							
Total	0	0	0	0	0	0	0

Project Detail

Project Title	**Project Number**	**Initiating Department**
General Sidewalks	40007	Public Works
Asset Category	**Asset Number**	**Priority Score**
Infrastructure	Numerous asset numbers are assigned to sidewalks	62

Project Description

Project is for the repair of sidewalks in Annapolis. The ongoing repair program is based on a comprehensive city-wide sidewalk condition assessment. Sidewalks are inspected for cracking, faulting and scaling. Based upon this assessment, a list of priorities for repair and reconstruction is developed each year, taking into account not only sidewalk condition, but location of sidewalk in terms of its importance to citywide pedestrian traffic.

Regulatory or Legal Mandates	**Operational Necessity**
	Allows continued safe use of the existing sidewalk network.
Prior Funding FY15: $404,250 FY14: $250,000 FY13: $600,000	**Non-City sources of funding**
FY16 Budget commitment allows project stage Construction and Project Management	**Project Years** Recurring **Total Project Budget** $600,000 annually for sidewalk repairs.

Expenditure Schedule	Budget Proposed FY16	5-Year Capital Plan Proposed FY17	Proposed FY18	Proposed FY19	Proposed FY20	Proposed FY21	FY16–FY21 Total
Land Acquisition							
Project Planning							
Design							
Construction	600,000	590,000	590,000	590,000	590,000	590,000	3,550,000
Construction Project Mngmt.	250,000	10,000	10,000	10,000	10,000	10,000	300,000
IT Costs							
Furniture Fixtures Equipment							
Total	850,000	600,000	600,000	600,000	600,000	600,000	3,850,000

Funding Schedule

Bond funds							
Sidewalk Revolving Fund	850,000	600,000	600,000	600,000	600,000	600,000	3,850,000
Other							
Total	850,000	600,000	600,000	600,000	600,000	600,000	3,850,000

LONG-TERM CAPITAL PROGRAM

The projects listed in this section represent upcoming capital needs that are subject to more careful scope definition. They are included in this section to convey to City leaders and other interested parties the general parameters and breadth of those capital needs. These projects, generally identified via area plans or other planning activity, may be included in the CIP in future years, depending on priorities, funding availability, and other considerations. They are listed in no particular order.

Taylor Avenue

Planning for this project was begun in prior years, and it is recommended in the Comprehensive Plan. With the completion of Park Place, this project will improve safety along this arterial route. Included in the project are curb and gutter, sidewalks, and a traffic signal at the Police Station and Poplar Trail. Construction documents and right of way plats are prepared, and right of way acquisition may begin upon funding.

Chinquapin-Admiral Intersection Realignment

This project was studied and recommended in the Outer West Land Use Analysis report (2003), West Street Transit Study (2009), and Comprehensive Plan. The Chinquapin Round Road and Admiral Drive intersections with West Street are offset, which inhibits continuous cross town movements and contributes to local and system-wide traffic congestion. This project should move forward in concert with the Outer West Street Opportunity Area Sector Plan, recommended to guide the transformation of the Outer West Street corridor from an automobile oriented suburban commercial character to an urban character focused on residential development and commercial uses.

Outer West Street Gateway & Corridor

This project should proceed in coordination with the Chinquapin-Admiral Intersection Realignment project. Outer West Street, with its multiple and uncoordinated commercial driveways, poor pedestrian safety record, high vehicle collision rates, congestion, and inefficient carrying capacity, is obsolete in its current configuration. The route needs to improved, deserving of its role as a major gateway street. Pedestrian amenities, bicycle lanes, and modern and efficient transit operations will be featured prominently on the new Outer West Street. This project is recommended in the Comprehensive Plan and West Street Transit Study (2009) and should move forward in concert with the Outer West Street Opportunity Area Sector Plan.

Multi-Modal Transportation Hub

A Multi-Modal Transportation Hub is recommended in the vicinity of the intersection of Old Solomons Island Road and West Street per the Comprehensive Plan and the West Street Transit Study (2009). The Hub should serve as the primary terminal for regional and local transit, taxis, and airport shuttles. In addition to serving as the Hub for public transit, it should provide intercept parking for vehicles, a bicycle rental facility, and be connected to the developing bicycle network. A partnership of public agencies and the private sector is recommended to implement this project.

Fleet and Cornhill Street Reconstruction

Planning for this project was begun in prior years, and it is part of the City’s commitment to underground utilities in the Historic District. The project is proposed for the Design stage and value engineering. Original project scope included total reconstruction of water, sewer, and storm drains, undergrounding of overhead wires,

installation of granite curbs, brick sidewalk replacement, new roadway surface, and street lights. The original scope included street lights and brick sidewalk along Market Place. These streets are among the major streets in the vista of Maryland's State Capital Building.

Maryland Avenue Improvements

This project is part of the City's commitment to underground utilities in the Historic District. The project will replace existing water, sewer, gas and storm drains, and construct new brick roadway and sidewalks with granite curbs. This project should not proceed without funds from the State of Maryland.

Flood Control Infrastructure

The study, "Flood Mitigation Strategies for the City of Annapolis: City Dock and Eastport Area" was completed in 2011. The goals of the study include the identification of structural options for protecting property in flood threatened areas and estimating design and construction costs associated with the structural protection measures. This study was the basis of the Flooding/Stormwater components of the City Dock Infrastructure project and will inform for future capital projects in other parts of the city.

Main Street

The project would reconstruct the base of the street below the bricks. Currently, the base section is comprised of 8 inches of stone under 5 inches of asphalt. When the street was constructed, the bricks were affixed to the asphalt with mastic, and sand was placed in the gaps between bricks to maintain separation. The mastic has deteriorated and the sand has not been refreshed through a scheduled maintenance program. As part of the project, the stone and asphalt base material would be demolished. A new stone course would be placed, the existing asphalt base would be replaced with concrete, and then the bricks would be installed and sanded.

Appendix A

CITY OF ANNAPOLIS
CAPITAL PLANNING AND BUDGET POLICY

Sections:

OVERVIEW

Capital infrastructure is the cornerstone to providing core City services. The procurement, construction, and maintenance of capital assets are critical activities performed by the municipality. Capital assets are comprised of facilities, infrastructure, and the equipment and networks that enable, or improve the delivery of public sector services. Examples of capital assets include, but are not limited to: streets and public rights-of-way, supporting road infrastructure such as sidewalks and lighting; storm water and drainage systems; water and sewer systems; public buildings; recreation and community centers; public safety facilities; certain types of rolling stock/vehicles; and computer technology, information systems and technology infrastructure.

The City meets its current and long-term needs with a sound long-term capital plan that clearly identifies capital and major equipment needs, maintenance requirements, funding options, and operating budget impacts. A properly prepared capital plan is essential to the future financial viability of the City. Recognizing that budgetary pressures make capital program investments difficult, it is imperative that the City's annual budget and capital improvement plan ensures the continuing investment necessary to avoid functional obsolescence and preclude the negative impact of deferring capital investments.

When considering funding solutions for its capital program, the City considers all forms of public financing and not only general obligation bonds or general fund revenues. By minimizing the burden on general revenues and the reliance on general fund debt, the City will be able to maximize the city's future fiscal flexibility. Other funding sources include, but are

not limited to; general fund receipts, debt proceeds, grant funds, special revenue fund revenues and transfers from other available funds including fund balance and/or retained earnings. Additionally, one time revenues should be restricted to one time uses. One time revenue sources should not be used to augment operating budgets; rather, one time revenues should be used to fund one-time capital projects and expenditures, or to increase fund balance. Other capital planning objectives include:

- compliance with arbitrage regulations, bond covenants, and/or bond referenda requirements related to long-term debt;
- compliance with state and local laws, including debt capacity limits, public bidding and reporting requirements;
- ensuring a relationship between capital projects and the City's planning processes;
- the alignment of external and internal stakeholder information needs, such as project engineers, contractors, finance staff, executive management, elected officials, and constituents;
- meeting the business needs of key participants, including timing, cost activity, and project scope;
- reporting of project performance measures based on legal and fiduciary requirements and stakeholder needs; and
- compliance with the City's contracting procedures and requirements.

Finally, the quality and continued utilization of existing and new capital assets are essential to the health, safety, economic development and quality of life for the citizens of Annapolis. A vibrant local economy is integral to the community's vitality and the financial health of surrounding regional jurisdictions. Regional economic development may require the financial participation of the City. For these reasons, capital planning is not only an important component of fiscal planning, it is equally important to the vitality of the local economy.

The City shall adopt an annual long-term Capital Improvement Program as part of the annual capital budget. Furthermore, depending upon changes in project scope, funding requirements, or other issues and modifications, it may be necessary to amend the long-term capital plan annually to update the City's long-term capital plan to reflect these changes. The City will annually reconsider the impacts these may have on the long-term capital improvement plan and the City's pro-forma budgets and re-prioritize projects as necessary.

THRESHOLD DEFINITION

The City shall define a capital asset as an asset meeting the following criteria.

- The asset shall have a gross purchase price equaling $50,000 or more.
- The asset shall have a useful life equaling 5 years on more.

ORGANIZATION AND PROCESS

Capital Steering Committee:

The City shall establish a Capital Steering Committee (CSC). In addition to ensuring overall compliance with the City's Capital Policy, the core responsibility of the CSC is to objectively

evaluate departmental requests, and provide advice on the preparation of the annual capital budget and an updated twenty-year capital plan to the Mayor and City Council. These submissions shall be based upon the Capital Working Committee's (*CWC*) recommendations.

The Capital Steering Committee shall consist of seven members and be comprised of the following people; the Chairman of the Finance Committee, the Chairman of the Financial Advisory Committee, the Chairman of the Planning Commission and/or a member at large, the City Manager, the City's Director of Planning and Zoning, the City's Public Works Director, and the City's Finance Director.

Capital Working Committee

The Capital Working Committee (CWC) shall be comprised of the City's department directors and any additional members the City Manager shall appoint at his discretion. The Chairman of the Working Committee shall be appointed by the City Manager. The Working Committee shall be charged with annually compiling departmental requests and assuring supplemental information is current and timely, such as vehicle replacement and inventory schedules. Additionally, the CWC may assist the CSC with updating the City's long-term Capital Improvement Plan. The long-term capital plan will be revised based on departmental requests and current City priorities as outlined in the Mayor's Budget.

Annual Submission and Assessment Components

When submitting capital projects for consideration, managers shall provide the information outlined below for each project. This information will be sufficiently documented in the early stages of the planning and development stage since the quality of the documentation may significantly impact the deliberative decision making process. It is the responsibility of the Working Committee to assure that required documentation accompanies each capital request that is forwarded to the CSC. If this information is not complete or if it is otherwise lacking, funding decisions may be deferred.

- ***Project Scope;*** a complete description of the project's scope.
- ***Useful Life;*** the capital asset's anticipated useful life and the project's maximum bonding period.
- ***Residual Value;*** the expected value of the asset at the end of its useful life.
- ***Financial Components***
    - Total project cost: The asset's total project and/or acquisition cost based on timely and accurate source documentation. This estimate shall include all cost components, including but not limited to; land acquisition, design, construction, project management, technology and communication costs, long-term and/or temporary financing debt service costs, furniture/fixtures/equipment, moving, legal fees and project contingencies.
    - Funding plan: recommended funding sources, including; grants, loans, operating funds, general revenues, debt, an allocated source or earmarked revenue streams, and transfers from other available funds.
    - Grant Funding: the amount of funding to be provided by grant funds from outside agencies. This should also address:
        - status of the grant application and key dates or timelines;
        - grant matching fund requirements;

    - the amount of grant funding compared to the project cost: both for the current project stage and for the entire project;
    - if/when associated operating grant offsets will cease.
  - Budget impact analysis: an analysis of the capital asset's annual operating costs before and after construction/purchase. This should include; operating expenses, repair and maintenance budget, and insurance costs. These costs should be detailed for the duration of the asset's useful life and adjusted for anticipated inflation for the asset's useful life.
  - Implication of deferring the project (opportunity costs): costs associated with deferring the project, such as inflationary construction costs or additional annual operating and maintenance costs for each year the project is not funded.
  - Preparation of analytical modeling, including;
    - Net present value
    - Payback period
    - Cost-benefit analysis
    - Life cycle costing
    - Cash flow modeling
    - Cost Benefit analysis
- ***Legal Mandates***; if a project is being done to satisfy a legal mandate (eg. Court Order or Consent Order), key dates and obligations association with the mandate will be documented. Legally mandated projects are exempt from the scoring and evaluation described in the Evaluation Process and Evaluation Criteria sections of this policy. Projects under legal mandate should be funded at the level required to satisfy the City's legal obligations pursuant to the mandate.
- ***Health and safety***; an assessment of the degree to which the project improves public health and safety.
- ***Quality of life and community welfare;*** an assessment of the degree to which the project improves quality of life in the community, taking into consideration the size of the population or community that will rely on the asset.
- ***Regulatory or legal requirements ;*** requirements associated with the project; compliance with federal/state/local safety requirements; regulatory requirements; requirements to meet industry best practices and/or professional standards; and/or addresses a deficiency in providing adequate levels of service as determined during the Adequate Public Facilities review process.
- ***Operational necessity***; improved productivity and/or efficiencies that are supported or enabled by the asset.
- ***Strategic Goals***; an assessment of the degree to which the project furthers the City's strategic goals as adopted in the Comprehensive Plan and/or Strategic Plan and listed in the section of this policy that addresses the role of the Comprehensive Plan.
- ***Interweaving of capital projects;*** an assessment of the degree to which a project is "interwoven" with other capital projects and important to a sequence of capital spending.
- ***Implementation readiness;*** an assessment of the time required for a project to begin. This should include an assessment of: project complexity; internal decisions/commitments that are required; review requirements by boards/commissions; agreements or approvals required by non-City entities; and level of public support. Whether a public information strategy is recommended will be noted.

- ***Departmental Prioritization;*** departments should provide a score for each of their capital requests based on the evaluation criteria in this policy. This score will be reviewed by the CWC during the annual CIP process. When a project is funded entirely from an enterprise fund for which a current rate study exists and rate adjustments have been implemented, the originating department will provide a score, but the CWC may choose to review that project's scoring or may submit it directly to the CSC.

Evaluation Process

It shall be the responsibility of the Capital Steering Committee to review the Working Committee's recommendations and scores for each of the projects based on the criteria outlined below. The initiating department shall score the capital project, with full justification provided for the assigned scores. The Capital Working Committee will review the assigned scores for each submitted project, and will recommend changes in order to maintain consistent scoring across all projects. The scores will then be reviewed by the CSC. If the CSC does not agree with the assigned scores, it can either make changes or send the project back to the Working Committee for re-evaluation. When the CSC completes the review of project scoring, the resulting rank ordering will determine the prioritization of the projects.

Evaluation Criteria

Also listed in the Assessment Components section.

1. Health, Safety An assessment of the degree to which the project improves health and safety factors associated with the infrastructure asset. For example, projects that result in the reduction of accidents, improved structural integrity, and mitigation of health hazards would score higher.	15
2. Quality of Life & Community Welfare An assessment of the degree to which the project improves quality of life in the community. A measure of the population or community that will rely on the asset should be factored into the score.	10
3. Regulatory & Legal Requirements An assessment of the degree to which the project is responding to regulatory or legal requirements. The project score should also factor in if an asset that is at risk of triggering regulatory or legal requirements.	25
4. Operational Necessity An assessment of the degree to which the project supports operational efficiency and effective delivery of services. Guidelines: *Improves* operational functions and services: up to 10 points *Sustains* operational functions and services: up to 5 points	10
5. Implication of Deferring the Project: operational cost impacts An assessment of the costs associated with deferring the project. This score should be based on an assessment of the capital asset's annual operating costs before and after construction, and may include repair and maintenance budgets and insurance costs. The asset's useful life should be factored into this score. A project that can be expected to realize operational cost savings would score high; a project for which operational costs will remain essentially the same should score ~5; a project that will have added operational or maintenance costs should score 0.	10

6. Strategic Goals An assessment of the degree to which the project furthers thirteen (13) City's strategic goals as adopted in the Comprehensive Plan and listed in the section of the policy addressing the Comprehensive Plan. An assessment of the project's significance to an adopted master plan, as described in the policy, may also be factored into the score. Finally, projects that help further the City Strategic Plan are eligible for points.	15
7. Grant Funding An assessment of the degree to which non-City funds are committed to the project, along with a calculation of the portion of total project cost that is provided by non-City funds. For example, a project with committed grant funds that offset a large portion of the total project cost would score highest.	5
8. "Interweaving" factor An assessment of the degree to which the project is "interwoven" with other capital projects and important to a sequence of capital projects. Example: capital spending on the Maynard Burgess House was an important companion to the City Hall capital project. Example: if more than one project is recommended for implementation of a master plan, and a funding recommendation is an important part of that sequence, the project should score high.	5
9. Implementation readiness An assessment of the time required for a project to begin.	5
Total points possible:	100

Presentation and Project Categories

Capital projects and the capital plan should be categorized using the asset classifications outlined below.

- Buildings/Facilities
- Information Technology Systems and Technology Infrastructure
- Roads, Sidewalks, and assets located in the public right of way
- Parks/Recreation Facilities/ Open Space
- Drainage/Stormwater
- Harbor and Maritime Infrastructure
- Off-Street Parking Facilities
- Water
- Wastewater
- Rolling Stock/Vehicles
- Transportation
- Landfill

In order to maintain project oversight during each development phase, to ensure accurate and timely data is being used in the deliberative evaluative process, and to ensure that projects are being compared and ranked at each step during the develop phases; projects shall be categorized into the following stages.

- The Planning Stage; includes development of a feasibility study, the scope and a construction budget including the financial criteria outlined above.
- The Design Stage; includes development of the environmental document, construction plans and specifications, and a cost estimate per above criteria.
- The Construction Stage; includes site preparation, utility and infrastructure placement, equipment installation, construction and environmental mitigation.

Additionally, annual capital budgets should be submitted for the following time periods.

- Years 1-5; separate submissions for each request by year, year 1 being the budget year being submitted.
- Year 6-10, 11-15 and 16-20; separate submissions for each request by year range.

Example
Capital Plan
Fiscal Year 20XX

Project Category / Stage / Project	Current Year	Year 2	Year 3	Year 4	Year 5	Years 6-10	Years 11-15	Years 16-20	Total
Building									
Planning Stage									
Subtotal									
Design Stage									
Subtotal									
Construction Stage									
Subtotal									
Total									
Roads									
Planning Stage									
Subtotal									
Design Stage									
Subtotal									
Construction Stage									
Subtotal									
Total									
Water									
Planning Stage									
Subtotal									
Design Stage									
Subtotal									

Construction Stage	
Subtotal	
Total	
Total Capital	

ANNUAL REPORTING

The financial management and oversight of the City's capital assets reflect a substantial commitment of the City's resources. Given this materiality, capital projects represent a significant risk to the City if proper management and oversight functions are not in place. Consequently, one purpose of this policy is to implement procedures to support effective project monitoring and reporting, thereby mitigating such risks. Further, it is the intent of the policy to insure financial accountability, enhance operational effectiveness and promote transparency in the City's financial reporting. Finally, an objective of annual reporting is to facilitate compliance with auditing and financial reporting requirements, consistent with generally accepted accounting principles and jurisdictional reporting and grant requirements.

Annual Inventory

It shall be the responsibility of the City's Finance Office to assure that departments are maintaining a complete inventory of the City's capital assets. This inventory shall be updated and reconciled to the City's Financial Records; e.g., general ledger/fixed asset module on a quarterly basis. To facilitate the process, database, project management and geographic information technologies should be employed. This inventory shall contain the following information.

- Purchase date
- Purchase price
- Asset number
- Description of the asset
- Asset location
- Department
- Accumulated Depreciation
- Useful Life
- Book Value
- Replacement Cost, if obtainable
- Annual operating and maintenance costs
- The physical condition

On an annual basis, by September 30st, the Department Director shall verify the inventory of assets under their respective department's responsibility, including the physical condition of all existing capital assets.

Since executive leadership, legislators, and citizens should have the ability to review the status and expected completion of approved capital projects, as part of the annual capital budget process, the Finance department shall report on non-completed capital projects funded in prior years. The reports shall compare actual expenditures to the original budget, identify level of completion of the project, enumerate any changes in the scope of the project, and alert management to any concerns with completion of the project on time or on schedule.

THE ROLE OF THE COMPREHENSIVE PLAN, STRATEGIC PLAN, AND MASTER PLANS IN CAPITAL IMPROVEMENT PLANNING

In its Comprehensive Plan, the City establishes long-range strategies focused on community development and sustainability. As a blueprint for the future, and in accordance with Article 66B of the Annotated Code of Maryland, this plan identifies economic, land use, and transportation policies, and includes policies guiding infrastructure, housing, sensitive environmental resources, and community facilities. Regular updates to this plan will ascertain development or infrastructure needs as local conditions change.

The City's Comprehensive Plan should be the foundation for the following.

- The development of physical plans for sub-areas of the jurisdiction.
- The study of subdivision regulations, zoning standards and maps.
- The location and design of thoroughfares and other major transportation facilities.
- The identification of areas in need of utility development or extensions.
- The acquisition and development of community facility sites.
- The acquisition and protection of open space.
- The identification of economic development areas.
- The incorporation of environmental conservation and green technologies.
- The evaluation of short-range plans (zoning requests, subdivision review, site plan analysis) and day-to-day decisions with regard to long-range jurisdictional benefit; and the alignment of local jurisdictional plans with regional plans.
- The development of a capital plan to facilitate the City's Comprehensive Plan.

The Comprehensive Plan also adopts Strategic Goals, which are referenced in the evaluation of capital projects, and these are incorporated into this policy. When the Comprehensive Plan is updated, the update shall formulate new strategic goals. The Strategic Goals per the 2009 Comprehensive Plan are as follows:

1. Economic Development: Improve the city's property tax base by investing in projects that will spur new private investment to redevelop vacant and/or underutilized properties.
2. Buildings/Facilities: Shrink the City's carbon footprint and become a community of green buildings to combat climate change.
3. Roads: Specific and targeted improvements to the local street system should be made with priority to those that improve cross-town circulation, route continuity for public transit, and intersection capacities.
4. Roads: Street improvements should be made to support the implementation of the Opportunity Areas.

5. Roads: The City will invest in system-wide improvements to convert main streets and avenues into "complete streets" - that is, streets which serve the full needs of the community.
6. Recreation/Parks: Enhance existing parks and facilities with the objective of supporting structured and informal recreation, protecting the natural environment, and encouraging human health and fitness.
7. Recreation/Parks: Expansion of the parks system should be undertaken selectively and strategically, with the objective of taking advantage of rare opportunities, providing parks and recreation services to underserved areas, allowing public access to the waterfront, and furthering environmental goals.
8. Trails: Complete the network of pedestrian and bicycle pathways.
9. Transportation: Pursue the creation of a regional transit system serving the needs of Annapolis commuters, residents, and visitors.
10. Buildings/Facilties and Roads: Protect and enhance Annapolis' rich cultural history and wealth of historic resources.
11. Stormwater: Reduce the polluting effects of stormwater runoff into the Chesapeake Bay and its tributaries.
12. Water: Protect and conserve the existing water supply and distribution systems by modernizing the existing treatment, storage and distribution system.
13. Sewer: Enhance the Wastewater collection and treatment systems by modernizing the existing collection system

The City Strategic Plan, completed in 2012, identified three primary issues for the City. The associated goals are considered when assessing capital projects:

Issue 1: the need to match service delivery to resource constraints.

Goal 1: Optimize operating capital.
Goal 2: Give funding priority to core services.
Goal 3: Increase efficiency of operations, processes, and services.

Issue 2: the need to diversify input to the City Council.

Goal 1: Improve City Council meetings to facilitate/encourage resident input from different perspectives.
Goal 2: Offer additional forums for residents to provide input to Council.
Goal 3: Improve and expand Council communication and interaction with residents.

Issue 3: the need to promote housing and employment opportunities for lower/middle income levels.

Functional Master Plans may be developed to inventory and assess particular types of physical infrastructure, identify deficiencies, and prioritize needed investments. Functional (topic) areas include, but are not limited to:

- City Facilities
- Parks, Recreation, and Open Space
- Transportation, including Bicycle and Pedestrian Facilities
- Water and Sewer Infrastructure
- Information Technology Systems and Technology Infrastructure

The City recognizes the role of the Comprehensive Plan, Strategic Plan, and master plans as key components of the City's long-term Capital Improvement Plan. Therefore, the Comprehensive Plan should help identify capital projects and investments**.** Accordingly, the Comprehensive Plan should be supported by realistic planning documents, solid financial policies targeted for

the implementation of stated goals, and trends on the City's accomplishments and progress toward these goals. Such plans forecast the outlook for the City, underscoring the alignment between demand generators, capital improvement programs, and funding policies.

Approved by the Annapolis City Council June 6, 2011 per R-17-11 Amended.
Revisions approved June 4, 2012 per R-9-12 and June 10, 2013 per R-12-13 and O-9-13.

Appendix B

Project Scoring

Project Name: General Roadways
Project #: 40001

Project Stage: _____Project Planning _____Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety A well-maintained roadway system contributes to the health and safety of the entire community. An insufficiently maintained roadway system is hazardous to drivers, vehicles, pedestrians and cyclists and impedes the ability to emergency apparatus to travel quickly.	15	13
2. Quality of Life & Community Welfare Community at large benefits from well-maintained roads.	10	10
3. Regulatory & Legal Requirements This is a core service of government. Governments have been held liable for damage resulting from insufficiently maintained roads.	25	10
4. Operational Necessity Sustains operations of the existing road network.	10	6
5. Implication of deferring: operational cost impacts Operational costs (equipment, supplies, crews) will remain essentially the same.	10	6
6. Strategic Goals Peripherally meets Comp Plan goal #3 “Specific and targeted improvements to the local street system should be made with priority to those that improve cross-town circulation, route continuity for public transit, and intersection capacities” Meets Strategic Plan Issue 1 Goal 2: “Give funding priority to core services”	15	9
7. Grant Funding	5	0
8. ”Interweaving” Roads may be repaired in conjunction with other projects, if appropriate, eg. Sidewalks.	5	3
9. Implementation Readiness This project scores high for readiness as it is based on an existing contractor relationship on ongoing paving program. City is currently re-bidding the contract. New contract will take effect during the current fiscal year.	5	5
Scoring Submitted by: Planning and Zoning and DPW Scoring reviewed by CWC in 2012	Total 100	62

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: General Sidewalks
Project #:

Project Stage: _____Project Planning _____Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Safety improvements from repairing tripping hazards.	15	12
2. Quality of Life & Community Welfare Community at large benefits from repairs to City sidewalks, also Annapolis robust population of visitors benefits. This project also improves the appearance of street generally.	10	10
3. Regulatory & Legal Requirements ADA compliance is addressed with this project.	25	11
4. Operational Necessity Sustains operational functions and services.	10	5
5. Implication of deferring: operational cost impacts Operational costs (equipment, supplies) will remain essentially the same.	10	5
6. Strategic Goals Project complements Comp Plan Goal #5: "City will invest in system-wide improvements to convert main streets and avenues into 'complete streets', that is, streets which serve the full needs of the community." Consistent with Comp Plan Goal #8: "Complete the network of pedestrian and bicycle pathways" Consistent with Strategic Plan Issue 1 Goal 2: "Give funding priority to core services"	15	10
7. Grant Funding	5	1
8. "Interweaving" Sidewalks may be repaired in conjunction with other projects, if appropriate.	5	3
9. Implementation Readiness Project was debated extensively in 2011 and 2012.	5	5
Scoring Submitted by: Planning and Zoning and DPW Scoring reviewed by CWC in 2012 and Revised 1/23/14	Total 100	62

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Admiral Heights Entrance Median and Sidewalks
Project #:

Project Stage: ____Project Planning ___X___Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Significant improvements for a moderate to small segment of the community. Neighborhood will benefit from traffic control and traffic calming, improved pedestrian safety via sidewalks and crosswalks, new signage, and improved treatment of stormwater run-off.	15	11
2. Quality of Life & Community Welfare Improvements for a moderate to small segment of the community.	10	8
3. Regulatory & Legal Requirements Improved traffic control and signage.	25	3
4. Operational Necessity Improves operations.	10	9
5. Implication of deferring: operational cost impacts Not known.	10	1
6. Strategic Goals Consistent with Comp Plan Goal #5: Roads: The City will invest in system-wide improvements to convert main streets and avenues into "complete streets" – streets which serve the full needs of the community.	15	4
7. Grant Funding	5	0
8. "Interweaving"	5	0
9. Implementation Readiness Coordination with Admiral Heights Improvement Assn. (AHIA) will be required to develop a MOU for the ongoing maintenance of landscaping in the median.	5	5
Scoring Submitted by: Lisa Grieco, DPW Scoring reviewed by CWC in 2012 and Revised 1/23/14	Total 100	41

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Wayfinding Signage, Year 1
Project #: 50011

Project Stage: ____Project Planning ___X___Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Better wayfinding will help improve safety for drivers as they navigate the City. It will reduce the amount of time visitors spend in their cars looking for parking places. It also encourages more pedestrian activity, as the secondary tourist sites will be easier to locate and be better promoted.	15	5
2. Quality of Life & Community Welfare Both residents and visitors to Annapolis will benefit from better wayfinding. A cohesive branding of the City provide a strong sense of place, and many tourist sites, especially smaller, secondary sites, will draw more visitors as a result of better wayfinding.	10	8
3. Regulatory & Legal Requirements	25	0
4. Operational Necessity Wayfinding Signage improves information available to drivers and pedestrians. This will improve circulation inefficiencies, congestion, and a negative community perception that the City is a difficult place to navigate and find parking.	10	8
5. Implication of deferring: operational cost impacts Nothing known.	10	1
6. Strategic Goals Based on Wayfinding Signage Master Plan (anticipated to be adopted in early 2013).	15	12
7. Grant Funding City intends to submit grant application to MD Heritage Area Authority (MHAA) in March 2013, based on consultation with, and encouragement by grant agency staff.	5	2
8. "Interweaving" Project is a component of parking/transportation initiatives led by the Transportation Department. Project supports implementation of City Dock Master Plan by improving the utilization of parking garages and reducing pressure on City Dock surface parking lots.	5	5
9. Implementation Readiness Project planning will be completed via Wayfinding Signage Master Plan. Detailed design and installation can move forward pending approval from HPC, SHA where applicable. Most signs will be installed on City-owned right of way, poles, and structures.	5	4
Scoring Submitted by: Planning and Zoning Scoring reviewed by CWC in 2012	Total 100	45

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Wayfinding Signage, Year 2
Project #: 50011

Project Stage: ____Project Planning ____Design __X__Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Better wayfinding will help improve safety for drivers as they navigate the City. It will reduce the amount of time visitors spend in their cars looking for parking places. It also encourages more pedestrian activity, as the secondary tourist sites will be easier to locate and be better promoted.	15	6
2. Quality of Life & Community Welfare Both residents and visitors to Annapolis will benefit from better wayfinding. A cohesive branding of the City provide a strong sense of place, and many tourist sites, especially smaller, secondary sites, will draw more visitors as a result of better wayfinding.	10	8
3. Regulatory & Legal Requirements	25	0
4. Operational Necessity Wayfinding Signage improves information available to drivers and pedestrians. This will improve circulation inefficiencies, congestion, and a negative community perception that the City is a difficult place to navigate and find parking.	10	8
5. Implication of deferring: operational cost impacts Project is on-going, deferring would be impact cost to restart	10	6
6. Strategic Goals Based on Wayfinding Signage Master Plan (Adopted in July, 2013).	15	13
7. Grant Funding City received a grant for MD Heritage Area Authority (MHAA) for $65,500 to fund pedestrian signage	5	3
8. "Interweaving" Project is a component of parking/transportation initiatives led by the Transportation Department. Project supports implementation of City Dock Master Plan by improving the utilization of parking garages and reducing pressure on City Dock surface parking lots.	5	5
9. Implementation Readiness Project planning will be completed via Wayfinding Signage Master Plan. Detailed design and installation can move forward pending approval from HPC, SHA where applicable. Most signs will be installed on City-owned right of way, poles, and structures.	5	5
Scoring Submitted by: Planning and Zoning Scoring reviewed by CWC on 11/21/13	Total 100	54

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Eastport – Sixth Street Project #:		
Project Stage: _____Project Planning _____Design _____Construction/Installation		
If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)		
If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.		
Project Scoring	*Points Possible*	*Project*
1. Health & Safety As a result of this capital project, sidewalks will meet ADA requirements and crosswalks will be easier to see. Also, improvements on 6th Street will improve traffic movement and safety.	15	11
2. Quality of Life & Community Welfare These projects will improve the quality of life and aesthetic appearance of 6th Street. Additional street lights, safer sidewalks, and undergrounded utilities will contribute to these improved aesthetics.	10	8
3. Regulatory & Legal Requirements None	25	0
4. Operational Necessity Project improves operational functions of sidewalks and utilities.	10	7
5. Implication of deferring: operational cost impacts None	10	0
6. Strategic Goals Implements the 2005 *Eastport Streetscape Conceptual Design for 4th and 6th Street*	15	11
7. Grant Funding	5	0
8. "Interweaving" Interweaves with Eastport 4th Street CIP	5	4
9. Implementation Readiness Project planning could begin immediately	5	3
Scoring Submitted by: Planning and Zoning and DPW Scoring reviewed by CWC on 11/21/13	Total 100	44

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Eastport – Fourth Street
Project #:

Project Stage: _____Project Planning ___X___Design _____Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety As a result of this capital project, sidewalks will meet ADA requirements and crosswalks will be easier to see. Also, improvements on 6th Street will improve traffic movement and safety.	15	11
2. Quality of Life & Community Welfare These projects will improve the quality of life and aesthetic appearance of 4th and 6th Streets. Additional street lights, safer sidewalks, and undergrounded utilities will contribute to these improved aesthetics.	10	8
3. Regulatory & Legal Requirements None	25	0
4. Operational Necessity Project improves operational functions of sidewalks and utilities.	10	7
5. Implication of deferring: operational cost impacts None	10	0
6. Strategic Goals Implements the 2005 Eastport Streetscape Conceptual Design for 4th and 6th Street	15	11
7. Grant Funding	5	0
8. "Interweaving" This project interweaves with the Eastport 4th Street CIP.	5	4
9. Implementation Readiness Project planning could begin immediately	5	3
Scoring Submitted by: Planning and Zoning and DPW Scoring reviewed by CWC on 11/21/13	Total 100	44

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Smithville Street Improvements
Project #:

Project Stage: X Project Planning X Design ____ Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety This project will greatly upgrade existing infrastructure, especially the safety of roads for pedestrians. There will be significant improvements for the Bates Community.	15	8
2. Quality of Life & Community Welfare In addition to infrastructures improvements that will improve safety, many of these projects will be combined to help improve property value in the neighborhood and improve community relations.	10	8
3. Regulatory & Legal Requirements None	25	0
4. Operational Necessity This project is part of the City's overall goal of improving the pedestrian environment.	10	8
5. Implication of deferring: operational cost impacts None known	10	0
6. Strategic Goals Part of the implementation of the 2005 Bates Community Legacy Plan	15	11
7. Grant Funding	5	0
8. "Interweaving" Project interweaves with Russell Street proposed CIP.	5	4
9. Implementation Readiness Project planning could begin immediately	5	4
Scoring Submitted by: Planning and Zoning and DPW Scoring reviewed by CWC on 11/21/13	Total 100	43

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Russell Street
Project #:

Project Stage: X Project Planning X Design ____ Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety This project will greatly upgrade existing infrastructure, especially the safety of roads and recreation areas. There will be significant improvements for the Bates Community.	15	11
2. Quality of Life & Community Welfare In addition to infrastructures improvements that will improve safety, many of these projects will combined help improve property value in the neighborhood and improve community relations.	10	10
3. Regulatory & Legal Requirements None	25	5
4. Operational Necessity This project is part of the City's overall goal of improving stormwater management.	10	9
5. Implication of deferring: operational cost impacts None known	10	5
6. Strategic Goals Part of the implementation of the 2005 Bates Community Legacy Plan	15	11
7. Grant Funding	5	0
8. "Interweaving" Project interweaves with the proposed Smithville Street project.	5	5
9. Implementation Readiness Project planning could begin immediately	5	4
Scoring Submitted by: Planning and Zoning and DPW Scoring reviewed by CWC on 11/21/13 and 1/23/14	Total 100	60

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: West Annapolis Intersections, Traffic, and Pedestrian Improvements
Project #:

Project Stage: X Project Planning ____ Design ____ Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety The "traffic calming" result of these improvements will help improve pedestrian safety in this area.	15	7
2. Quality of Life & Community Welfare All of the proposed improvements will improve quality of life and community welfare in West Annapolis. For example, a new nature trail will be additional green space for a community with very little other recreation areas.	10	9
3. Regulatory & Legal Requirements None	25	0
4. Operational Necessity The project improves operational service; especially by improving traffic circulation in West Annapolis and connecting additional bike trails.	10	9
5. Implication of deferring: operational cost impacts None	10	0
6. Strategic Goals West Annapolis is a designated "Opportunity Area" in the 2009 *Comprehensive Plan* and is therefore targeted for improvements. It has also been the focus of other studies such as the 2008 *Annapolis Streetscape Plan* and the Draft 2014 *West Annapolis Sector Study*.	15	13
7. Grant Funding Funding for public park improvements is available from DNR's Program Open Space/Community Parks & Playgrounds Program Grant.	5	1
8. "Interweaving" Improvements in this project are connected to other capital projects such as the Trail Connections projects and the project that will expand the number of floating dingys at street ends.	5	5
9. Implementation Readiness Project planning could begin immediately.	5	4
Scoring Submitted by: Planning and Zoning Scoring reviewed by CWC on 11/21/13	Total 100	48

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Bikeshare Stations
Project #:

Project Stage: X Project Planning ____ Design ____ Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety - significant safety improvements for the City and those visiting the City via bicycle. - health benefits from increased exercise has been well documented - Expands short trip options to the transportation system.	15	8
2. Quality of Life & Community Welfare - Bicycle infrastructure improvements and bicycle friendly communities have been shown to dramatically increase quality of life, community welfare and economic development.	10	8
3. Regulatory & Legal Requirements: - Would meet industry best practices.	25	2
4. Operational Necessity - Project would improve operational function of the Bicycle Master Plan.	10	4
5. Implication of deferring: operational cost impacts	10	1
6. Strategic Goals - Specified in the Comprehensive Plan – Chap 4: Transportation, Principle 4, Policy 7, Policy 8. - Project is recommended within the City's Bicycle Master Plan of 2011	15	12
7. Grant Funding - Grant funding is available but with the need for match funding, which to date hasn't been available from the City. - MD Bikeways funding is available on a yearly basis and the City has twice acquired funding from this source.	5	1
8. "Interweaving" - This project would coincide with the Trail Connections CIP project that is working on connecting off-road bicycle facilities within the City.	5	4
9. Implementation Readiness - The project planning/RFP can begin as soon as funding have been appropriated. The project has been recommended in the Bicycle Master Plan.	5	5
Scoring Submitted by: Iain Banks, ADT Scoring reviewed by CWC on 11/21/13	Total 100	45

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Bikeways
Project #:

Project Stage: _____Project Planning _____Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety - significant safety improvements for the City and those visiting the City via bicycle. - health benefits from increased exercise has been well documented	15	9
2. Quality of Life & Community Welfare - Bicycle infrastructure improvements and bicycle friendly communities have been shown to dramatically increase quality of life, community welfare and economic development.	10	8
3. Regulatory & Legal Requirements -Project would enable industry best practices and professional standards to be upheld particularly in regard to the upkeep of existing facilities. - Project would address existing deficiencies in maintenance of bicycle facilities.	25	5
4. Operational Necessity - Project would improve operational function of the Bicycle Master Plan. - Project aims to sustain the operations of the existing bicycle infrastructure.	10	8
5. Implication of deferring: operational cost impacts - Operation (installation) costs will remain essentially the same if deferred.	10	3
6. Strategic Goals - Specified in the Comprehensive Plan – Chap 4: Transportation, Principle 4, Policy 7, Policy 8. - Project is recommended within the City's Bicycle Master Plan of 2011	15	11
7. Grant Funding - Grant funding is available but with the need for match funding, which to date hasn't been available from the City. - MD Bikeways funding is available on a yearly basis and the City has twice acquired funding from this source.	5	1
8. "Interweaving" - This project would coincide with the Trail Connections CIP project that is working on connecting off-road bicycle facilities within the City.	5	4
9. Implementation Readiness - The project can begin as soon as funding have been appropriated. The project has been recommended and detailed in the Bicycle Master Plan.	5	5
Scoring Submitted by: Iain Banks, ADT Scoring reviewed by CWC on 11/21/13	Total 100	54

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Barbud Lane
Project #:

Project Stage: ____Project Planning ___X___Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety This project increases pedestrian safety by providing a sidewalk and reduces cut through traffic.	15	8
2. Quality of Life & Community Welfare Reduces cut through traffic.	10	5
3. Regulatory & Legal Requirements None	25	7
4. Operational Necessity None	10	4
5. Implication of deferring: operational cost impacts This is the third time it has been in the budget starting in the mid 1990's. The costs escalate at a rate of approximately 5% per year, which means that the project has doubled in cost since originally proposed.	10	8
6. Strategic Goals Comprehensive Plan Goal #5 "The City will invest in system-wide improvements to convert main streets and avenues into "complete streets"- streets which serve the full needs of the community."	15	7
7. Grant Funding None	5	0
8. "Interweaving"	5	0
9. Implementation Readiness If funding is made available at the beginning of FY15 and if right of way acquisition proceeds smoothly, this project can start construction in the spring of 2015.	5	4
Scoring Submitted by: Sam Brice, DPW Scoring reviewed by CWC on 1/16/14	Total 100	43

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Stormwater Management Retrofit Projects
Project #: 77002 /77003

Project Stage: _____Project Planning ___X___Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Shoreline restoration and better access to community recreation space, and addresses erosion. Moderate improvements for a small population.	15	5
2. Quality of Life & Community Welfare Improved Storm Drain (SD) system functionality and improved access to community boating areas. Moderate improvements for a small population.	10	5
3. Regulatory & Legal Requirements Maintains adequate stormwater /storm drain service and may aid in TMDL goals	25	10
4. Operational Necessity Improves SD system and improves SD crew efficiency	10	6
5. Implication of deferring: operational cost impacts Repairs become more expensive as they are deferred	10	8
6. Strategic Goals Relates to Strategic Plan Goal #2: Give funding priority to core services; and Goal #3: Increase efficiency of operations. Relates to Comprehensive Plan Goal #11: Stormwater: reduce the polluting effects of stormwater runoff into the Bay and its tributaries.	15	6
7. Grant Funding	5	0
8. "Interweaving" High priority level of the Admiral Heights area is due to resident efforts to improve access to and use of their community recreation areas.	5	0
9. Implementation Readiness Project is underway with an engineering firm selected for design work	5	5
Scoring Submitted by: Matt Sebastian, DPW Scoring reviewed by CWC in 2012	Total 100	45

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Stream Restoration
Project #:

Project Stage: _____Project Planning ___X___Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Water quality improvements are part of the Chesapeake Bay pollution reduction program.	15	7
2. Quality of Life & Community Welfare Provide improved water quality to enhance environmental and economic vitality of City waters.	10	7
3. Regulatory & Legal Requirements EPA Mandated Chesapeake Bay Nutrient Reduction (to be complete by 2020 per State or by 2025 per EPA).	25	16
4. Operational Necessity	10	1
5. Implication of deferring: operational cost impacts Project deferral may increase funding outlays required in later years to meet regulatory deadlines (deadline may change).	10	7
6. Strategic Goals Meets Comp Plan goal #11: "Reduce the polluting effects of stormwater runoff into the Chesapeake Bay and its tributaries"	15	9
7. Grant Funding	5	0
8. "Interweaving"	5	0
9. Implementation Readiness Survey and Design: 2 months; Construction: 2 months. Corps of Engineers permit may be required; 45 day minimum for processing of Joint Permit application.	5	4
Scoring Submitted by: Frank Biba, DNEP Scoring reviewed by CWC in 2012	Total 100	51

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Watershed Management Plan
Project #:

Project Stage: X Project Planning ____ Design ____ Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Project will establish program for the improvement of stormwater quality	15	12
2. Quality of Life & Community Welfare Increase quality of life and community welfare by improving stormwater runoff quality by nutrient removal city wide	10	8
3. Regulatory & Legal Requirements Stormwater nutrient removal is a mandatory EPA policy	25	20
4. Operational Necessity Mandatory EPA program must be addressed	10	8
5. Implication of deferring: operational cost impacts Costs will not be spread out over several years, making annual costs higher in future FY. EPA mandatory compliance by 2025	10	8
6. Strategic Goals Reduce stormwater nutrient load to established goals	15	13
7. Grant Funding Grant funding for implementation of projects defined in proposed plan in certain	5	3
8. "Interweaving" Consolidates all stormwater programs into single plan	5	4
9. Implementation Readiness Plan development to be implemented in FY15	5	4
Scoring Submitted by: DNEP Scoring reviewed by CWC on 12/5/13 and Revised 1/23/14	Total 100	80

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Dorsey Avenue Storm Drain
Project #:

Project Stage: X Project Planning ____ Design ____ Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Reduce ponding for about seven households	15	5
2. Quality of Life & Community Welfare	10	6
3. Regulatory & Legal Requirements	25	2
4.Operational Necessity Improves drainage of roadway	10	10
5. Implication of deferring: operational cost impacts Reduce pace of roadway deterioration	10	6
6. Strategic Goals	15	2
7. Grant Funding	5	0
8. "Interweaving"	5	1
9. Implementation Readiness	5	5
Scoring Submitted by: Kevin Harnish, DPW Scoring reviewed by CWC on 12/5/13	Total 100	37

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Hilltop Lane Box Culvert
Project #:

Project Stage: ____Project Planning ___X___Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Reduce risk for overtopping of creek onto roadway	15	9
2. Quality of Life & Community Welfare	10	6
3. Regulatory & Legal Requirements	25	5
4. Operational Necessity Improves functioning of culvert	10	10
5. Implication of deferring: operational cost impacts Reduce need to clear debris. Reduce potential of corroded pipes causing damage to roadway	10	6
6. Strategic Goals	15	3
7. Grant Funding	5	0
8. "Interweaving" DNEP restoration of Admiral Farragut stream	5	5
9. Implementation Readiness	5	3
Scoring Submitted by: Kevin Harnish, DPW Scoring reviewed by CWC on 12/5/13	Total 100	47

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Eastport Fire Station Generator Installation Program
Project #:

Project Stage: X Project Planning ____ Design ____ Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety The generator is needed to maintain operation of the fire station during power outages. The station must remain functional to provide emergency services during major natural and manmade disasters.	15	8
2. Quality of Life & Community Welfare The station could be used by citizens as a place of refuse during emergencies.	10	3
3. Regulatory & Legal Requirements The National Fire Protection Association (NFPA) Handbook (19th edition) states: "All fire stations regardless of size, should have a backup power supply in case of emergency".	25	7
4. Operational Necessity Reliable generator needed to provide continuous operation of fire station during prolonged power outages.	10	7
5. Implication of deferring: operational cost impacts Current generator could fail and require the rental of a generator.	10	5
6. Strategic Goals City Strategic Plan dated 2012: Issue #1, Goal 2: Give funding priority to core services Goal 3: Increase efficiency of operations, processes and services.	15	7
7. Grant Funding	5	4
8. "Interweaving"	5	0
9. Implementation Readiness No special preparations are required.	5	5
Scoring Submitted by: Fire Department Scoring reviewed by CWC in 2012 and Revised 1/23/14	Total 100	46

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Police Department Indoor Range
Project #:

Project Stage: _____Project Planning _____Design __X__Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety A range fitted with new ballistic protection, baffles, traps, and target system will properly direct and dispose fired rounds with virtually no ricochet or fragmentation, thus preventing future physical risks to shooters. The new ventilation system will properly direct, filter, and remove contaminants, including lead (dust and vapor) and carbon monoxide. The range is presently inoperable because of the safety risks and health hazards currently posed. A new range, as described, will bring the facility up to code and remove the health and safety risks associated with the deficiencies. This situation affects all currently sworn officers, new recruits, lateral transfers, and law enforcement officers from (11) other agencies* who use the APD range to qualify. *includes FBI, US Coast Guard, Secret Service, Court Security, and DoD.	15	13
2. Quality of Life & Community Welfare One hundred percent of the (118) sworn officers of APD will benefit from the asset. Law enforcement officers from 11 other agencies use the APD range; 100 percent of them (approx. 40 people) will benefit as well. Under the Law Enforcement Officers Safety Act, retired officers can qualify to carry a weapon; APD hosts about a dozen such personnel each year, all of whom will benefit from the asset. Finally, insofar as officers must train and qualify in firearms proficiency, an in-house, properly outfitted range ultimately benefits the community by assuring the quality of firing skills, the currency of credentials, and the most cost-effective means to maintain those credentials.	10	4
3. Regulatory & Legal Requirements Many, many codes, regulations, and guidelines govern (1) training and qualifying in use of firearms; (2) range construction and use, particularly with regard to occupational safety, health, and exposure to contaminants. Some examples of code relevant to firing ranges include: NIOSH 2009-136 (lead and noise); OSHA 29CFR1910.1025(j) (lead); OSHA 29CFR1910.95 (d,e,g,h) (audiometric standards); OSHA 29CFR1910 (permissible exposure limits to various contaminants); EPA-901-B-01-001 (lead); and EPA 40CFR50.12 (ambient air quality). Further, the following guidelines are relevant: the Department of Justice "INS/NFU Firing Range Design Standard;" The National Association of Ranges "Lead Management and OSHA Compliance for Indoor Shooting Ranges;" and the Army Corps of Engineers "Design Manual for Indoor Firing Ranges." APD can provide readers with an immediate list of 46 codes and standards used to support the recent decision to close the APD range; many more references exist. At the present time, APD's range is not compliant with any of them.	25	8
4. Operational Necessity Project improves operational functions by restoring an in-house range used to train and qualify law enforcement personnel in the use of firearms.	10	9
5. Implication of deferring: operational cost impacts Each year, APD must qualify all of its sworn personnel. When fully staffed, typically 100 officers train and qualify twice a year at 2-6 hours each time; fifteen "SWAT" officers train and qualify four times a year at 12 hours each time; and three recruits train for 80 hours. A conservative estimate is that training and qualifying involve 290 "events" for more than 1,700 hours spread through the calendar year. These circumstances do not include additional hours spent voluntarily honing skills, re-	10	8

qualifying, hosting law enforcement personnel from other agencies, or qualifying lateral transfers. Since APD closed its range in August 2013, the US Naval Academy has allowed APD to use their range, without cost, within the following limits: 3 hours of range use each visit, maximum 15 visits, spread across three months. Beginning in 2014, USNA will charge $1,000 per day or partial day for range use. It is estimated that APD would need all or parts of 60 days of range time each year for APD officers to maintain credentials. The obvious annual cost is $60,000. The cost is actually higher to account for additional time: even though USNA is close, officers would still spend time scheduling, packing and moving gear, getting through Naval Station security, signing in and out at the range, and obtaining/processing the paperwork to document performance off-site. An alternative consideration normally might be the Anne Arundel County Police Department firing range, but it is presently undergoing a multi-million dollar renovation. Lastly, the Maryland Police and Correctional Training Commission has an expansive range facility (52 lanes in the pistol range and 5 lanes for the rifle range). MPCTC hosts law enforcement officers from around the state, typically from small forces, as well as federal officers, at no cost. Requests to use their range must be communicated through an agency's trained user representative, and requests must indicate 1st, 2d, and 3d choice of dates. Wait times are as long as one year. The range is in Sykesville. Having 118 officers from APD try to work into the MPCTC range calendar multiple times a year, pulling them away from duties for extended periods because MPCTC is a 100-mile round trip, having to backfill positions (using overtime), all seem to be inefficient and costly ways to achieve objectives. A new range amortized over 20 years will cost about $20,000 per year. Using a fee-for-service host range costs upwards of $60,000 per year. Using a no-fee range to accomplish a minimum of 290 "events" 50 miles away under extraordinary calendar and time constraints similarly exceeds the costs of outfitting a new, in-house range.		
6. Strategic Goals None of the 13 Strategic Goals in the Comprehensive Plan addresses law enforcement or public safety as related to law enforcement. However, the Capital Planning and Budget Policy does recognize factors directly relevant to this project: improved infrastructure; avoiding functional obsolescence; improving the delivery of services; and increasing efficiency of operations and processes. Further, the Strategic Plan describes "core services" as a funding priority. Assuring that law enforcement officers retain legally required credentials in the use of firearms is such a "core value" and, hence, a priority.	15	6
7. Grant Funding City has requested a State Bond Bill Grant of $250,000 for FY15. If successful, City will match the grant dollar for dollar.	5	4
8. "Interweaving" This is a stand-alone project, with no interdependence with other capital projects.	5	0
9. Implementation Readiness The technology, material, and vendors for the range are readily available. Implementation can begin as soon as funds are made available and City officials (e.g., Procurement, Law) issue the contract.	5	5
Scoring Submitted by: Police Department Scoring reviewed by CWC on 12/5/13 and 1/23/14	Total 100	57

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: New Eastport Fire Station
Project #:

Project Stage: _____Project Planning ___X___Design _____Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety A new fire station will have an automatic sprinkler and fire alarm system and contain many modern life safety components. In addition, it will have enhanced restroom facilities for female firefighters and OSHA required features.	15	10
2. Quality of Life & Community Welfare A new modern station can be used to shelter citizens during natural and man-made emergencies. In addition the new building can be equipped with a community meeting room and other facilities.	10	5
3. Regulatory & Legal Requirements None	25	4
4. Operational Necessity The building was constructed during an era when fire apparatus was much smaller and demand for the fire service was low. The building does not meet current building (sprinkler) or life safety codes, is not ADA compliance and does not meet NFPA standards for a modern fire department with female members. The station does not have the required OSHA blood-borne disease cleaning facilities.	10	9
5. Implication of deferring: operational cost impacts The current building has many issues, and prolonging the replacement will surely result in increase maintenance and energy costs as well as increased construction costs when the building is replaced.	10	6
6. Strategic Goals City Strategic Plan dated 2012: Issue #1, Goal 2: Give funding priority to core services Goal 3: Increase efficiency of operations, processes and services	15	9
7. Grant Funding There are opportunities to apply for Federal Assistance to Firefighters grants for fire stations. As of this date, we have not applied for any grants.	5	1
8. "Interweaving" None	5	0
9. Implementation Readiness	5	5
Scoring Submitted by: Chief David L. Stokes, Fire Department Scoring reviewed by CWC on 12/5/13	Total 100	49

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Fire Station Overhead Door Replacement
Project #:

Project Stage: _____Project Planning _____Design __X__Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Sometimes when the doors fail they hang from the ceiling or fall suddenly to the floor. To date their have been no personnel injuries from the doors failing but vehicle have been damaged by door malfunctions. A new issue is the current practice of relocating vehicles to different bays during overhead failures will impact the operation of the newly installed vehicle exhaust removal system.	15	10
2. Quality of Life & Community Welfare	10	4
3. Regulatory & Legal Requirements	25	1
4. Operational Necessity Reliable doors are needed for safe and effective response and operations.	10	7
5. Implication of deferring: ‘ Repair costs will continue to mount as the doors get older and receive more use.	10	7
6. Strategic Goals City Strategic Plan dated 2012: Issue #1, Goal 2: Give funding priority to core services Goal 3: Increase efficiency of operations, processes and services	15	5
7. Grant Funding	5	0
8. ”Interweaving”	5	0
9. Implementation Readiness No special preparations are required.	5	5
Scoring Submitted by: Chief David L. Stokes, Fire Department Scoring reviewed by CWC on 12/5/13	Total 100	39

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Johnson Harbormaster Building Rehab
Project #:

Project Stage: X Project Planning _____Design _____Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Roof condition is severe. Mold and/or mildew are apparent. Roof failure within the next year is highly probable.	15	10
2. Quality of Life & Community Welfare Public Restrooms (Tourist Amenity) and Boaters Laundry and Shower facilities. Americans With Disabilities Act Requirements.	10	9
3. Regulatory & Legal Requirements Americans With Disabilities Act Requirements. Waterways Improvement Fund Grant Covenants (Partial)	25	11
4. Operational Necessity Public Restrooms (Tourist Amenity) and Boaters Laundry and Shower facilities, Operating Base to Collect Dock Fund Fees	10	9
5. Implication of deferring: operational cost impacts Costs will only increase with each year deferred.	10	9
6. Strategic Goals Imperative Tourist Amenity and Focal Point of $600k in annual Dock Fund Revenue to City	15	8
7. Grant Funding Waterways Improvement Funds may be available to renew /replace Boater Showers and Laundry facilities, previously built with Waterway Improvement Fund.	5	2
8. "Interweaving" Building to be replaced eventually - Probable 'None'	5	0
9. Implementation Readiness Quick enewal job can be accomplished with minimal engineering and /or design work, most of which can be accomplished by builders or installers.	5	4
Scoring Submitted by: J. P. "Flip" Walters, Harbormaster Scoring reviewed by CWC on 12/5/13 and Revised 1/23/14	Total 100	62

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Taylor Avenue Fire Station HVAC Upgrade And Roof Replacement
Project #:

Project Stage: ____Project Planning ___X___Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety No real health or safety concern. However, reliable heating and air conditioning system will provide comfortable working environment for personnel of fire station. The constant roof leaks during inclement weather pose a safety hazard to the personnel working in the fire station.	15	8
2. Quality of Life & Community Welfare The surrounding communities rely on the services of the fire station personnel.	10	5
3. Regulatory & Legal Requirements No regulatory or legal requirements, however the project would improve work environment specifically temperature and air quality. In addition, the roof replacement would eliminate a safety hazard and unsafe work environment.	25	6
4. Operational Necessity Service levels will remain the same.	10	6
5. Implication of deferring: operational cost impacts Will have to keep making repairs to air conditioning each summer until project is completed. If roof replacement is deferred, roof repair cost will be incurred. There could also be possible damage to furniture, fixtures and equipment in the facility.	10	7
6. Strategic Goals Related to Comprehensive Plan Goal #2: "Buildings/Facilities: Shrink the City's carbon footprint and become a community of green buildings to combat climate change". And Comprehensive Plan Goal #10: "Buildings/Facilities and Roads: Protect and enhance Annapolis' rich cultural history and wealth of historic resources".	15	9
7. Grant Funding	5	0
8. "Interweaving" Combining these projects should save time during the bidding process, but because they require different trades any savings will be minimal.	5	1
9. Implementation Readiness Implementation can begin after RFP process is completed.	5	5
Scoring Submitted by: Donavan Harold, DPW Scoring reviewed by CWC on 12/5/13	Total 100	47

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Maintenance Facilities
Project #: 20004

Project Stage: _____Project Planning ___X___Design _____Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety The DPW Utilities building is currently condemned and the DPW personnel are temporarily housed in the Taylor Ave. Barracks. The DPW Services building has mold and significant leaks in the roof which would be costly to repair given the life of the roof and the deteriorated condition of the rest of the building.	15	12
2. Quality of Life & Community Welfare Replacement of these facilities will significantly improve working conditions for a large portion of the City's work force.	10	8
3. Regulatory & Legal Requirements:	25	15
4. Operational Necessity Much of the City's equipment that would normally be housed within these facilities is being stored on secure lots exposed to the elements, negatively impacting the life of the equipment. This will provide centralized fleet maintenance and material storage for APD, AFD, Recs & Parks and DPW.	10	10
5. Implication of deferring: operational cost impacts Equipment exposed to the elements requires additional maintenance and possibly more frequent replacement.	10	9
6. Strategic Goals Require new or upgraded facilities when existing facilities will not provide or maintain an adequate level of service. The Fleet Management Process Improvement Study completed in June 2013 recommends this project.	15	11
7. Grant Funding	5	0
8. "Interweaving"	5	4
9. Implementation Readiness	5	5
Scoring Submitted by: Lisa Grieco, DPW Scoring reviewed by CWC on 12/5/13 and Revised on 1/23/14	Total 100	74

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: RMS /CAD for Law Enforcement
Project #:

Project Stage: _____Project Planning _____Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety New RMS/CAD system affects all operational and administrative functions of the Department. Will enable more rapid, more precise, and more comprehensive capture, synthesis, analysis, retrieval, and sharing of data to improve responsiveness to calls for service; thoroughness, speed, and reliability of investigations; and success of joint law enforcement operations and prosecutions. The improved technology leads to improved public safety by providing data to accelerate investigations, substantiate cases for warrants and prosecutions, and equip officers with comprehensive details to better patrol the community.	15	8
2. Quality of Life & Community Welfare New system supports community welfare insofar as improved law enforcement tools lead to improved public safety measures (through increased availability of officers for calls, more precise information available for investigations, more complete information available to identify suspects, etc.) Further, RMS/CAD data substantiate information shared with the public through web-posted crime mapping, Neighborhood Watch, and other police-public initiatives.	10	6
3. Regulatory & Legal Requirements FBI regulations, CALEA accreditation standards, Dept of Justice guidelines, and other guideposts demand that law enforcement agencies maintain a records management system and a dispatch system to record, store, archive, make available, and report all data related to calls, incidents, arrests, warrants, people, and property. The systems must stand up to audit, and produce data that are demonstrably reliable and verifiable. An automated RMS/CAD system is industry standard, with currently available software (e.g., Field Based Reporting) reflecting best practices.	25	14
4. Operational Necessity (10 points if project improves operational functions) A single, integrated RMS/CAD system will significantly improve all aspects of records management and dispatch; reduce costs for customization, oversight, licensing, and maintenance; and reduce the inefficiencies inherent to having two systems with multiple parts "cobbled together" that require multiple access codes, different vendors to troubleshoot, and separate actions by officers to function in the separate systems.	10	9
5. Implication of deferring: operational cost impacts The hardware and software of a new, integrated RMS/CAD system will likely cost the same as maintaining the current hardware and periodically acquiring upgraded software. However, more intense Project Management support (at $98,000 per year) is required to monitor a "cobbled together" system; internal paperwork is more onerous insofar as multiple vendors and licensing agreements are in play; and efficiencies are lost by having to access separate pieces with multiple passwords and protocols. A new system provides "one-stop shopping" for sign-in access and data searches. A one-time project management cost of $100,000 will cover installation, launch, and refinement. Subsequent operational management costs are expected to be less than half of the current	10	4

costs to maintain a piecemeal system; those costs are expected to be covered by operating budget and/or grants, as has been the case historically.		
6. Strategic Goals None of the 13 Strategic Goals in the Comprehensive Plan address law enforcement or public safety as related to law enforcement. However, The Capital Planning and Budget Policy does recognize factors directly relevant to this project: improved technology infrastructure; avoiding functional obsolescence; improving the delivery of public sector services; and increasing efficiency of operations and processes (as noted at Goal 2 of Issue 1 of the City Strategic Plan). Further, the APD Crime Fighting Strategy stipulates as a priority the acquisition of technologies "for modern and effective policing." Lastly, the City's IT Strategic Plan 2010 names "Public Safety" as the number one priority, noting that "contrary to best practices," the City does not (but should) fund major IT investments as capital projects.	15	9
7. Grant Funding Annually, APD is allocated funds through the Byrne Justice Assistance Grant program (Dept of Justice). APD historically uses these funds for information technologies to support law enforcement. APD is also annually allocated a portion of Urban Area Security Initiative funds, also available for IT to support law enforcement. Projections are that APD will use future funds from these two sources for RMS/CAD sustenance or upgrades. Amounts vary widely and cannot be predicted.	5	4
8. "Interweaving" APD's RMS/CAD is "interwoven" with a capital project of the Naval Criminal Investigative Service which runs LiNX (law enforcement information exchange).	5	1
9. Implementation Readiness Specifications, details and vendor quotes can be made available immediately following availability of appropriations so that City Procurement personnel can acquire the asset.	5	5
Scoring Submitted by: Police Department Scoring reviewed by CWC on 1/16/14	Total 100	60

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Radios for Interoperable Communications
Project #:

Project Stage: _____Project Planning _____Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Portable two-way communications devices (radios) presently are limited in clarity, geographic coverage, the number of channels available, the number of people who can communicate on those channels, and perhaps worst, present radios typically cannot support communications across agencies or jurisdictions. Thus, responses are hampered if multiple agencies/jurisdictions must respond to one major threat or multiple concurrent threats. New Homeland Security and FCC regulations seek to reverse these deficiencies. New regulations mandate that law enforcement, homeland security, and emergency operations agencies acquire and deploy markedly improved digital communications technologies by 2018 with interim compliance in 2016. The improvements will make better use of spectrum, improve voice quality, extend coverage areas, increase channels, provide more secure channels, and, most importantly, allow agencies to coordinate and cooperate in response to threats.	15	10
2. Quality of Life & Community Welfare New radios will benefit all 118 APD sworn officers, select civilians (e.g., Director of Communications), investigators (partners) at the State's Attorney's office, parking enforcement officers, the Harbormaster, and the Departments of Transportation, Recreation and Parks, and Public Works. In all, more than 200 people will benefit from the new asset. (Of particular note is that the Harbormaster and three aforementioned departments will each have their own channel(s), a benefit not afforded by the present radios/technology.)	10	8
3. Regulatory & Legal Requirements The federal government, through Department of Homeland Security and Federal Communications Commission, has made two-way radio interoperability a national priority. Called "Project 25," DHS and FCC have issued requirements and standards regarding interfaces, spectrum use, roaming, coverage, and, especially, interoperability. Congressional references include House Report 109-241, "Making Appropriations for the Department of Homeland Security..." and Senate Report 109-088, "Department of Commerce and Justice, Science, and Related Agencies Appropriations..."	25	23
4. Operational Necessity Project improves operational functions. Two-way radios are a "must have" for law enforcement and related operations. The new radios represent a "leap ahead" in the technology, enabling APD and its partners to communicate across agencies and jurisdictions. Even within the Department, the new radios will allow more communications traffic on more channels for more people, alleviating present issues with congestion, clarity, and coverage.	10	10
5. Implication of deferring: operational cost impacts Deferring is not an option. Present radios are becoming obsolete, with only parts available through October 2014 (as long as they remain in inventory). New radios must be purchased. Because of DHS and FCC regulations that specify digital communications improvements to be in place by 2018 (with interim steps in 2016), APD must acquire not only new radios, but new radios with the upgraded technologies.	10	9

6. Strategic Goals The APD Crime Fighting Strategy/2009 highlights as a priority improved technologies in support of law enforcement. The Capital Planning and Budget Policy recognizes the importance of improved technology, avoiding obsolescence, delivering improved public sector services, and improving the efficiency of operations. The IT Strategic Plan 2010 echoes "Public Safety" as the number one priority. The purchase of new radios, complete with federally mandated capabilities, supports all of these priorities.	15	12
7. Grant Funding Future possibilities of grant funding to support radios, consoles, or related infrastructure are not anticipated.	5	1
8. "Interweaving" This project currently does not depend on or connect with other capital projects. However, APD continues to coordinate with AFD whose radio assets similarly will have to be upgraded and/or replaced. AFD's current radio assets are different than APD's, so AFD is on a different but parallel path to comply with DHS and FCC regulations.	5	1
9. Implementation Readiness APD can begin to expend funds immediately after appropriations are available (within the constraints of City reviews and policies, such as Law review and Procurement actions).	5	5
Scoring Submitted by: Police Department Scoring reviewed by CWC on 1/16/14	Total 100	79

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Mobile Access /Trak-It Enhancement
Project #:

Project Stage: X Project Planning ____ Design ____ Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Project will enhance inspector response to citizen complaints regarding property maintenance violations, unauthorized building construction, and code violations.	15	9
2. Quality of Life & Community Welfare The entire residential and business community will benefit through shorter wait time and increased accuracy when interacting with inspectors.	10	9
3. Regulatory & Legal Requirements This project enhances our operation and brings us industry best practices for workflow and interagency communication.	25	4
4. Operational Necessity This project will vastly improve the inspector's resources available on site. Improves efficiency by plotting inspection sequence and reduces the public wait time for inspections.	10	9
5. Implication of deferring: operational cost impacts Cost savings can be expected as this system will reduce inspector time in the office, also some of their work will become paperless. The system will automatically plot their most efficient work route.	10	9
6. Strategic Goals This project addresses Goal 3, Action 2 and Action 1. We expect cost savings through enhancing technology. This will make our existing resources more efficient and produce greater output for our given resources.	15	10
7. Grant Funding	5	0
8. "Interweaving" The private sector is becoming more interactive with our online permit application, inspection and payment utilities. This project will complement that effort by making their interaction possible by new technology such as a smart phone for scheduling.	5	2
9. Implementation Readiness We have a product demonstration in the planning process on 11/25; MIT is supportive as we are reducing the expenditure on an existing technology that is becoming obsolete. As this system is an expansion provided within our existing enterprise system, we expect minimal compatibility problems as well as a very short training and implementation time.	5	5
Scoring Submitted by: DNEP Scoring reviewed by CWC on 1/16/14	Total 100	57

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Floating Dinghy Docks
Project #:

Project Stage: X Project Planning ____ Design ____ Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Boaters climbing out of small Dinghies at locations without Floating Dinghy Docks run the risk of falling in the Harbor, Injuries and possible Drowning.	15	11
2. Quality of Life & Community Welfare Floating Dinghy Docks will improve public access to the water, providing opportunities for neighborhood fishing and crabbing and improve tourist access to merchants.	10	9
3. Regulatory & Legal Requirements Floating Dinghy Docks will substantially reduce this risk and liability.	25	12
4. Operational Necessity Floating Dinghy Docks improve the public amenities available to tourist and resident.	10	10
5. Implication of deferring: operational cost impacts Costs will only increase with each year deferred.	10	8
6. Strategic Goals Improved Tourist Amenity.	15	6
7. Grant Funding Waterways Improvement Funds may be available. Four of six existing Floating Dinghy Docks were 100% funded by Waterway Improvement Fund.	5	3
8. "Interweaving" Adjunct amenitiy to proposed new park at Tolson and Shiley Streets	5	2
9. Implementation Readiness Each selected street dock can be completed in under 180 days from authorization.	5	5
Scoring Submitted by: J. P. "Flip" Walters, Harbormaster Scoring reviewed by CWC on 1/16/14 and Revised 1/23/14	Total 100	66

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Upgrade Public Rental Moorings – Back-up Matching Funds
Project #:

Project Stage: X Project Planning ____ Design ____ Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Helix Moorings Improve Safety. Insurance industry offer 20% reduced premiums when helix moorings are used.	15	11
2. Quality of Life & Community Welfare Over 8,000 boaters have used the public moorings during the thirty month review period. In that same time we have turned away hundreds of boats too large for the older /smaller capacity mushroom moorings.	10	9
3. Regulatory & Legal Requirements Limited – This will be partially funded under the Wallop-Breaux Act to improve public access to the waterway.	25	9
4. Operational Necessity The moorings require regular maintenance work. If not maintained, in order to avoid legal liability they must be closed to public use, with concurrent loss of revenues in the Dock Fund.	10	8
5. Implication of deferring: operational cost impacts Costs will only increase with each year deferred, and use must be terminated avoid legal liability.	10	8
6. Strategic Goals Highly profitable Tourist Amenity.	15	8
7. Grant Funding Federal Funds provide 75% of the total cost. Waterways Improvement Funds may be available to provide remaining 25% as in all previous years.	5	5
8. "Interweaving" Probable "None"	5	0
9. Implementation Readiness Work cam be completed within one year of approval.	5	5
Scoring Submitted by: J. P. "Flip" Walters, Harbormaster Scoring reviewed by CWC on 1/16/14	Total 100	63

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: Pumpout Boat Two – Back-up Matching Funds
Project #:

Project Stage: X Project Planning _____Design _____Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety Safe, efficient removal of human waste from recreational boats diminishes pollution of the City waterways by those same boaters, making swimming and boating safer for all.	15	14
2. Quality of Life & Community Welfare Diminished pollution of the City waterways by those same boaters, making swimming and boating safer for all.	10	8
3. Regulatory & Legal Requirements Environmental protection laws prohibit discharge of raw untreated sewage into the nations Waterways.	25	15
4. Operational Necessity A second pump boat will provide back-up services when the primary boat it under repair, and will provide peak-shaving service during periods of high demand.	10	7
5. Implication of deferring: operational cost impacts Costs will only increase with each year deferred.	10	5
6. Strategic Goals Waterway clean-up is beneficial to environment and will improve Tourist experience.	15	10
7. Grant Funding Federal Funds provide 75% of the total cost. Waterways Improvement Funds may be available to provide remaining 25% as in all previous years.	5	5
8. "Interweaving" Probable "None"	5	1
9. Implementation Readiness Boat 2 can be ordered and delivered within 180 days of authorization.	5	5
Scoring Submitted by: J. P. "Flip" Walters, Harbormaster Scoring reviewed by CWC on 1/16/14 and Revised 1/23/14	Total 100	70

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: ANNUAL TRANSPORTATION PLAN FY2014
Project #:

Project Stage: _____Project Planning _____Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety - The capital projects sustain the maintenance and safety of the ADOT fleet and facilities	15	10
2. Quality of Life & Community Welfare - The community that depends on the day to day usage of the Transit system will continue to see improvements, particularly in regard to bus stop shelters.	10	10
3. Regulatory & Legal Requirements - ADOT is legally required to maintain the facilities and vehicles as they contain FTA investments/interests	25	20
4. Operational Necessity - Project sustains operational functions	10	6
5. Implication of deferring: operational cost impacts -operational costs will remain essentially the same	10	5
6. Strategic Goals - Included in the Comprehensive Plan: Chap 4 – Transportation, Principle 4 and Policy 2	15	11
7. Grant Funding - The project would be funding 90% by State and Federal Funding.	5	5
8. ”Interweaving”	5	0
9. Implementation Readiness - Project is in the planning stages with RFP’s to be drafted.	5	3
Scoring Submitted by: Iain Banks, ADT Scoring reviewed by CWC on 1/16/14 and Revised on 1/23/14	Total 100	70

Allow page to expand to extra pages if needed.

Project Scoring

Project Name: ANNUAL TRANSPORTATION PLAN FY2015
Project #:

Project Stage: _____Project Planning _____Design ___X___Construction/Installation

If Project is under a Legal Mandate, document key dates and obligations associated with the mandate. (Project scoring section is not required for projects that are being done under a legal mandate.)

If a Project is funded entirely from an Enterprise Fund or Dedicated Fund for which a current rate study exists and rate adjustments have been implemented, it should be scored only by the Originating Department, and not by the full CWC.

Project Scoring	*Points Possible*	*Project*
1. Health & Safety - The capital projects sustain the maintenance and safety of the ADOT fleet	15	10
2. Quality of Life & Community Welfare - The community that depends on the day to day usage of the Transit system will continue to see improvements	10	8
3. Regulatory & Legal Requirements - ADOT is legally required to maintain the facilities and vehicles as they contain FTA investments/interests	25	20
4. Operational Necessity - Project sustains operational functions	10	6
5. Implication of deferring: operational cost impacts -operational costs will remain essentially the same	10	5
6. Strategic Goals - Included in the Comprehensive Plan: Chap 4 – Transportation, Principle 4 and Policy 2	15	10
7. Grant Funding - The project would be funding 90% by State and Federal Funding.	5	5
8. ”Interweaving”	5	0
9. Implementation Readiness - Project is ready to implement	5	5
Scoring Submitted by: Iain Banks, ADT Scoring reviewed by CWC on 1/16/14 and Revised 1/23/14	Total 100	69

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