

**CAPITAL IMPROVEMENT PROGRAM**  
**City of Missoula CIP Project Request Form FY 2010-2014**

| Program Category: | Project Title:                 |  |  | 08 Project # | 09 Project # | 10 Project # |
|-------------------|--------------------------------|--|--|--------------|--------------|--------------|
| Community Service | Front Street Parking Structure |  |  |              |              | CS-09        |
|                   |                                |  |  |              |              |              |

**Description and justification of project and funding sources:**

This project includes the construction of a parking structure with a minimum of 300 spaces at the southeast corner of E. Front and Pattee Streets in Downtown Missoula. This parking structure is in response to the increased parking demand as a result of the Downtown Master Plan's designation of a Retail Hot Spot and the current First Interstate Bank project. In addition to the additional parking inventory, there will be approximately 5,000 square feet of heated shell space on the Front Street frontage that can be used as retail space. The final number of parking spaces will be determined by funding capacity and construction cost estimates and the final amount of retail space will be dictated by the design of the structure. Funding sources include a combination of Parking Commission cash reserve and revenue bonds, Missoula Redevelopment tax increment bonds and New Markets Tax Credit funds. The level of funding will be determined as the project and its concept is more clearly defined. (The figures below are based on 300 spaces at approximately \$15,000 per space.)

F

**Is this equipment prioritized on an equipment replacement schedule?**

Yes

No

NA

X

**Are there any site requirements:**

Currently there is a site survey and environmental phase I study being conducted.

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

| Funding Source                          | Accounting Code | FY10      | FY11 | FY12 | FY13 | FY14 | Funded in Prior Years |
|---|-----------------|-----------|------|------|------|------|-----------------------|
| Missoula Parking Commission - cash      |                 | 2,000,000 |      |      |      |      |                       |
| Missoula Parking Commission - rev bonds |                 | 2,000,000 |      |      |      |      |                       |
| Missoula Redevelopment Agency - bonds   |                 | 3,000,000 |      |      |      |      |                       |
| New Market Tax Credits funds            |                 | 1,200,000 |      |      |      |      |                       |
|   |                 | 8,200,000 | -    | -    | -    | -    | -                     |

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

| Budgeted Funds                     | Accounting Code | FY10      | FY11 | FY12 | FY13 | FY14 | Spent in Prior Years |
|------------------------------------|-----------------|-----------|------|------|------|------|----------------------|
| A. Land Cost                       |                 | 1,200,000 |      |      |      |      |                      |
| B. Construction Cost               |                 | 5,555,556 |      |      |      |      |                      |
| C. Contingencies (10% of B)        |                 | 555,556   |      |      |      |      |                      |
| D. Design & Engineering (15% of B) |                 | 833,333   |      |      |      |      |                      |
| E. Percent for Art (1% of B)       |                 | 55,556    |      |      |      |      |                      |
| F. Equipment Costs                 |                 |           |      |      |      |      |                      |
| G. Other                           |                 | 8,200,000 | -    | -    | -    | -    | -                    |

**Does this project have any additional impact on the operating budget:**

| Expense Object              | Accounting Code | FY10    | FY11    | FY12    | FY13    | FY14    | Spent in Prior Years |
|-----------------------------|-----------------|---------|---------|---------|---------|---------|----------------------|
| Personnel                   |                 |         |         |         |         |         |                      |
| Supplies                    |                 |         |         |         |         |         |                      |
| Purchased Services          |                 |         |         |         |         |         |                      |
| Fixed Charges               |                 |         |         |         |         |         |                      |
| Debt Service - MRA (TIF)    |                 | 175,000 | 175,000 | 175,000 | 175,000 |         |                      |
| Debt Service - Parking Comm |                 | 262,000 | 262,000 | 262,000 | 262,000 |         |                      |
|                             |                 | -       | 437,000 | 437,000 | 437,000 | 437,000 | -                    |

Description of additional operating budget impact:

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|  |  |  |  |  |  |

| Responsible Person: | Responsible Department:     | Date Submitted to Finance | Today's Date and Time | Preparer's Initials | Total Score |
|---------------------|-----------------------------|---------------------------|-----------------------|---------------------|-------------|
| Anne Guest          | Missoula Parking Commission | 02/13/2009                | 05/28/2009 13:10      | ag                  | 50          |

# CAPITAL IMPROVEMENT PROGRAM

## Project Rating

(See C.I.P. Instructions For Explanation of Criteria)

| Program Category:   | Project Title:                 |                                     |  |  | 10 Project # |             |
|---|--------------------------------|-------------------------------------|--|--|--------------|-------------|
| Community Service   | Front Street Parking Structure |                                     |  |  | CS-09        |             |
| Qualitative Analysis  |                                | Yes                                 | No   | Comments   |              |             |
| 1. Is the project necessary to meet federal, state, or local legal requirements? This criterion includes projects mandated by Court Order to meet requirements of law or other requirements. Of special concern is that the project be accessible to the handicapped. |                                | <input type="checkbox"/>            | <input type="checkbox"/>   |  |              |             |
|   |                                | <input checked="" type="checkbox"/> | <input type="checkbox"/>   |  |              |             |
| 2. Is the project necessary to fulfill a contractual requirement? This criterion includes Federal or State grants which require local participation. Indicate the Grant name and number in the comment column.  |                                | <input type="checkbox"/>            | <input checked="" type="checkbox"/>  | Yes, if New Markets Tax Credit funds are utilized. |              |             |
| 3. Is this project urgently required? Will delay result in curtailment of an essential service? This statement should be checked "Yes" only if an emergency is clearly indicated; otherwise, answer "No". If "Yes", be sure to give full justification.               |                                | <input type="checkbox"/>            | <input checked="" type="checkbox"/>  |  |              |             |
| 4. Does the project provide for and/or improve public health and/or public safety? This criterion should be answered "No" unless public health and/or safety can be shown to be an urgent or critical factor.   |                                | <input type="checkbox"/>            | <input checked="" type="checkbox"/>  |  |              |             |
| Quantitative Analysis   |                                | Raw Score Range                     | Comments   |  | Weight       | Total Score |
| 5. Does the project result in maximum benefit to the community from the investment dollar?  |                                | (0-3)                               | Building additional parking inventory is a direct recommendation in the Downtown Master Plan. This location is also in the Retail Hot Spot and will serve as a critical economic catalyst for this section of Downtown Missoula.             |  | 5            | 15          |
| 6. Does the project require speedy implementation in order to assure its maximum effectiveness?   |                                | (0-3)                               | The First Interstate Bank project is scheduled for completion in September, 2009. The added parking demand needs to be addressed as soon as possible.  |  | 4            | 12          |
| 7. Does the project conserve energy, cultural or natural resources, or reduce pollution?  |                                | (0-3)                               | There will be every effort made to incorporate green construction methods as the budget allows.  |  | 3            | 3           |
| 8. Does the project improve or expand upon essential City services where such services are recognized and accepted as being necessary and effective?  |                                | (0-2)                               | It is anticipated that the City Council will adopt the Downtown Master Plan to guide decisions for Missoula for the next 20+ years. This parking structure supports the parking guiding principles that are key elements in the Master Plan. |  | 4            | 8           |
| 9. Does the project specifically relate to the City's strategic planning priorities or other plans?   |                                | (0-3)                               | This project directly supports the Downtown Master Plan.   |  | 4            | 12          |
| Total Score   |                                |                                     |  |  |              | 50          |