

CAPITAL IMPROVEMENT PROGRAM
City of Missoula CIP Project Request Form FY 2016-2020

Program Category:	Project Title:		13 Project #	14 Project #	15 Project #
Community Service	Self-Host Automation				CS-16

Description and justification of project and funding sources:

The city of missoula entered into an agreement in 2010 with the state of montana. The state would be hosting our accela automation application. In 2012 the agreement was not renewed and we have been on yearly as needed basis. Through conversations with the state in April 2015 they informed us we would either be asked to self host or we could be requested to re-negotiate our inter government agreement. After a detailed cost analysis it is determined we can host our own accela platform more effectively and efficiently than what the state currently does for us. This CIP needs funds in our current 2015 CIP. Impacts to future budgets are unknown at this time. Since the platform is hosted at the state we will need to purchase server license and hardware to operate the system on our network.

Is this equipment prioritized on an equipment replacement schedule?

Yes

No

NA

x

Are there any site requirements:

N/A

How is this project going to be funded:

Funding Source	Accounting Code	FY16	FY17	FY18	FY19	FY20	Funded in Prior Years
Building Fund	2394.***	45,153					
General Fund	1000.***	44,411					
WWTP	5310.***	14,884					
Equipment lease purchase):							
Equipment Lease (Bldg fund)	2394.***	-					
Equipment Lease (Gen fund)	1000.***	-					
Equipment Lease (WWTP fund)	5310.***	-					
	TOTAL	104,448	-	-	-	-	-

How is this project going to be spent:

Budgeted Funds	Accounting Code	FY16	FY17	FY18	FY19	FY20	Spent in Prior Years
A. Land Cost							
B. Construction Cost							
C. Contingencies (10% of B)							
D. Design & Engineering (15% of B)							
E. Percent for Art (1% of B)							
F. Equipment Costs							
G. Other							
		49,000					
		104,448					
		153,448	-	-	-	-	-

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

Expense Object	Accounting Code	FY16	FY17	FY18	FY19	FY20	Spent in Prior Years
Personnel							
Supplies							
Purchased Services							
Fixed Charges							
Capital Outlay							
Debt Service							
		-	-	-	-	-	-

Description of additional operating budget impact: Already budgeted in GIS budget for software maintenance.

Responsible Person:	Responsible Department:	Date Submitted to Finance	Today's Date and Time	Preparer's Initials	Total Score
Carl Horton	IT	4/20/2015	4/20/2015 11:00	CH	35

CAPITAL IMPROVEMENT PROGRAM

Project Rating

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

Program Category:	Project Title:					10 Project #	
Community Service	Self-Host Automation						
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"/>				
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 type="checkbox"/>				
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 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 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) 3	If will be more efficient to maintain this system on our own network			5	15
6. Does the project require speedy implementation in order to assure its maximum effectiveness?		(0-3) 3	This would should be completed by the time we are to pay the state yearly hosting fee.			4	12
7. Does the project conserve energy, cultural or natural resources, or reduce pollution?		(0-3) -				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) 2	We currently use the system but feel we could add more items and enhancements if we are off the shared environment with the state.			4	8
9. Does the project specifically relate to the City's strategic planning priorities or other plans?		(0-3) -				4	-
Total Score							35

Allocation per Users

Building	182	43.23%
General	179	42.52%
WWTP	60	14.25%
	421	100.00%

Budget Year		2016	2017	2018	2019
	Current	Year1	Year2	Year3	Year4

Self Hosted 10 Year Plan

Hardware	\$ 34,000.00				
Microsoft License		\$ 15,000.00	\$ -	\$ -	\$ -
Accela Server License	\$ 85,248.00	\$ -	\$ -	\$ -	\$ -
Accela Maintenance		\$ 89,208.00	\$ 89,208.00	\$ 89,208.00	\$ 89,208.00
Migration Costs	\$ 19,200.00				
Upgrade Costs		\$ 7,200.00	\$ 7,200.00		
		\$ 111,408.00	\$ 96,408.00	\$ 89,208.00	\$ 89,208.00
Need Now	\$ 138,448.00				
Budget Amount-Accela		\$ 96,348.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
Budget Amount-Hosting		\$ 35,665.00	\$ 7,200.00		
Total Budget		\$ 132,013.00	\$ 97,200.00	\$ 90,000.00	\$ 90,000.00
	Over Budget	\$ (20,605.00)	\$ (34,813.00)	\$ (42,013.00)	\$ (42,013.00)

Accela Hosted 10 Year Plan

Accela Server License	\$ 85,248.00	\$ -	\$ -	\$ -	\$ -
Accela Hosting Per Year					
Manged Services		\$ 57,795.00	\$ 60,684.75	\$ 63,718.99	\$ 66,904.94
Accela Maintenance		\$ 89,208.00	\$ 89,208.00	\$ 89,208.00	\$ 89,208.00
		\$ 147,003.00	\$ 149,892.75	\$ 152,926.99	\$ 156,112.94
Need Now	\$ 85,248.00				
Budget Amount-Accela		\$ 96,348.00	\$ 132,000.00	\$ 132,000.00	\$ 132,000.00
Budget Amount-Hosting		\$ 35,665.00			
Increase Budget		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Total Budget		\$ 147,013.00	\$ 147,000.00	\$ 147,000.00	\$ 147,000.00
	Over Budget	\$ (10.00)			

Current State Hosting

State Hosting Per Year		\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
Accela Maintenance		\$ 89,208.00	\$ 89,208.00	\$ 89,208.00	\$ 89,208.00
		\$ 124,208.00	\$ 124,208.00	\$ 124,208.00	\$ 124,208.00
Need Now	\$ -				
Budget Amount-Accela		\$ 96,348.00	\$ 132,000.00	\$ 132,000.00	\$ 132,000.00
Budget Amount-Hosting		\$ 35,665.00			
Total Budget		\$ 132,013.00	\$ 132,000.00	\$ 132,000.00	\$ 132,000.00
	Over Budget	\$ (7,805.00)	\$ (7,792.00)	\$ (7,792.00)	\$ (7,792.00)

