

# 2016 CLIC Capital Guidelines

CITY GOALS

PROPOSAL EVALUATION CRITERIA

CLIC RATING FORM

# CITY GOALS

The City of Minneapolis Goals and Strategic Directions and policies of the City of Minneapolis' Comprehensive Plan will be used by the Capital Long-Range Improvement Committee (CLIC) in evaluating capital requests and developing recommendations for the City's 2017-2021 Capital Improvement Program (CIP). *The city vision, values, goals and strategic directions were developed and approved by the Minneapolis City Council on March 28, 2014 and are listed below.*

## **Vision:**

Minneapolis is a growing and vibrant world-class city with a flourishing economy and a pristine environment, where all people are safe, healthy and have equitable opportunities for success and happiness.

## **Values:**

We will be a city of...

### **Equity**

Disparities are nonexistent and all people have opportunities for success.

### **Safety**

People feel safe and are safe.

### **Health**

We are focused on the well-being of people and our environment.

### **Vitality**

Minneapolis is a world class city, proud of its diversity and full of life with amenities and activities.

### **Connectedness**

People are connected with their community, are connected to all parts of the city and can influence government.

### **Growth**

While preserving the city's character, more people and businesses lead to a growing and thriving economy.

## **Goals and Strategic Directions:**

### ***Living well: Minneapolis is safe and livable and has an active and connected way of life***

- All neighborhoods are safe, healthy and uniquely inviting
- High-quality, affordable housing choices exist for all ages, incomes and circumstances
- Our neighborhoods have amenities to meet daily needs and live a healthy life
- High-quality and convenient transportation options connect every corner of the city
- Residents and visitors alike have ample arts, cultural, entertainment and recreational opportunities
- The city is growing with density done well

***One Minneapolis: Disparities are eliminated so all Minneapolis residents can participate and prosper***

- Racial inequities (including housing, education, income and health) are addressed and eliminated
- All people, regardless of circumstance, have opportunities for success at every stage of life
- Equitable systems and policies lead to a high quality of life for all
- All people have access to quality essentials, such as housing, education, food, child care and transportation
- Residents are informed, see themselves represented in City government and have the opportunity to influence decision-making

***A hub of economic activity and innovation: Businesses, big and small, start, move, stay and grow here***

- Regulations, policies and programs are efficient and reliable while protecting the public's interests
- The workforce is diverse, well-educated and equipped with in-demand skills
- Infrastructure, public services and community assets support businesses and commerce
- Entrepreneurs are supported while sector strengths (such as arts, green, tourism, health, education, and high-tech) are leveraged
- Areas of greatest need are focused on; promising opportunities are seized
- Strategies with our city and regional partners are aligned, leading to economic success

***Great Places: Natural and built spaces work together and our environment is protected***

- All Minneapolis residents, visitors and employees experience a safe and healthy environment
- We sustain resources for future generations: reducing consumption, minimizing waste and using less energy
- The city restores and protects land, water, air and other natural resources
- The city's infrastructure is managed and improved for current and future needs
- Iconic, inviting streets, spaces and buildings create a sense of place
- We welcome our growing and diversifying population through thoughtful planning and design

***A City that works: City government runs well and connects to the community it serves***

- Decisions bring City values to life and put City goals into action
- Engaged and talented employees reflect our community, have the resources they need to succeed and are empowered to improve our efficiency and effectiveness
- Departments work seamlessly with each other and with the community and form strategic partnerships

- City operations are efficient, effective, results-driven, and customer-focused
- Transparency, accountability and ethics establish public trust
- Responsible tax policy and sound financial management provide short-term stability and long-term fiscal health

Hyperlink to Goals: <http://www.minneapolismn.gov/citygoals/>

## **City of Minneapolis' Comprehensive Plan**

The City of Minneapolis' Comprehensive Plan provides guidance to elected officials, city staff, businesses, neighborhoods and other constituents. This document outlines the details of the City's vision, by focusing on the physical, social and economic attributes of the city and is used by elected officials to ensure that decisions contribute to and not detract from achievement of the City's vision. The plan can be found on the City's web site at the following address:

[http://www.minneapolismn.gov/cped/planning/cped\\_comp\\_plan\\_update\\_draft\\_plan](http://www.minneapolismn.gov/cped/planning/cped_comp_plan_update_draft_plan)

# PROPOSAL EVALUATION CRITERIA

The following evaluation system *adopted by the City Council and Mayor* will be used by CLIC as the basis for evaluating all requests for capital improvements. This system shall be uniformly applied in evaluating and rating all capital improvement requests submitted for each year of the five-year plan.

The Evaluation System has three sections as follows:

	<b>Point Allocation</b>
<b>I. PROJECT PRIORITY</b>	<b>100</b>
<b>II. CONTRIBUTION TO CITY GOALS OPERATING COST IMPLICATIONS</b>	<b>70 -30 to +30</b>
<b>III. QUALITATIVE CRITERIA</b>	<b>100</b>
<b>Total Possible Points</b>	<hr/> <b>300</b>

## I. PROJECT PRIORITY

**Project Priority** provides preferential evaluation based on the following attributes:

1. Capital projects defined in terms of **Level of Need** - 0 to 65 points.
2. Capital projects **In Adopted Five-Year Plan** - 0 to 35 points.

**Level of Need Definitions** - The level of need is the primary criteria defining a capital request's priority. Requests are determined to be *critical, significant, important* or *desirable* for delivering municipal services.

**Critical** - Describes a capital proposal as indispensable and demanding attention due to an immediate need or public endangerment if not corrected. Few projects can qualify for this high of a classification. Failure to fund a critical project generally would result in suspension of a municipal service to minimize risk to the public.

Point Range 51 - 65

**Significant** - Describes a capital proposal deemed to have a high priority in addressing a need or service as previously indicated by policymakers and/or submitting agency priority rankings. This designation may also pertain to a proposal that is an integral and/or inseparable part of achieving completeness of a larger improvement or series of improvements.

Point Range 41 - 50

**Important** - Describes a capital proposal addressing a pressing need that can be evaluated as a standalone project. Proposals may be considered "important" if they are required to maintain an expected standard of service, achieve equity in service delivery or increase efficiency in providing public services. Failure to fund an "important" proposal would mean some level of service is still possible.

Point Range 26 - 40

**Desirable** - Describes a capital proposal that would provide increased public benefits, enhancement of municipal services or other upgrading of public infrastructure. Failure to fund a “desirable” project would not immediately impair current municipal services.

Point Range 0 - 25

**In Adopted Five-Year Plan**

Is the project currently funded in the adopted 2016-2020 Capital Improvement Program?

Point Allocation -

- Identified for funding as a 2017 project ..... 35
- Identified for funding as a 2018-2020 project ..... 25
- New proposal for 2021 funding ..... 15
- New proposal for 2017-2020, not in the current Five-Year Plan.. 0

**II. CONTRIBUTION TO CITY GOALS**

**Contribution to City Goals** is defined as the extent to which capital improvement proposals contribute to achieving the City’s Goals and some or all of the strategic directions applicable to each. In addition, projects must support the policies of the City of Minneapolis’ Comprehensive Plan as cited in this document, as well as help to ensure the overall maintenance and improvement of the City’s infrastructure systems.

Capital improvement proposals will be evaluated for their overall ability to:

- achieve City goals and support the policies of the City of Minneapolis’ Comprehensive Plan
- ensure maintenance of City infrastructure systems and equitable delivery of services
- encourage coordinated planning efforts with project partners and the community

Point ranges for meeting the above objectives will be as follows:

Strong Contribution	46 - 70
Moderate Contribution	16 - 45
Little or No Contribution	0 – 15

**Operating Cost Implications** will be analyzed in evaluating all capital requests. Emphasis will be placed on whether the request will maintain or reduce current operating and maintenance costs or would add to or create new operating or maintenance costs. Accuracy and completeness of information provided to operating cost questions and ability to demonstrate progress made with resources provided in prior years will be factored into points allocated for this major category. Operating cost implications should also be discussed at the CLIC Presentations. Points for this category will range from minus 30 to plus 30.

### III. QUALITATIVE CRITERIA

**Qualitative Criteria** provide for evaluation of proposals related to the six attributes described below. Evaluators should allocate points in this area using the definitions described below as well as by considering the impact these areas have in helping to achieve City Goals. Each of these criteria will be used to score proposals within a varying point range from 0 to 25 as further detailed below. It is likely that most capital requests will not receive points for all attributes.

1. **Environmental Sustainability** – 0 to 25 points - Extent proposal will reduce greenhouse gas emissions, improve the health of our natural environment and incorporate sustainable design, energy efficiency and economically viable and sound construction practices.

Intent: to reward proposals contributing positively to the city's physical and natural environment and improve sustainability/conservation of natural resources.

2. **Collaboration & Leveraging Public/Private Investment** – 0 to 25 points - Extent proposal reflects collaboration between two or more public or public-private organizations to more effectively and efficiently attain common goals and for which costs can be met with non-City funds or generate private investment in the City.

Intent: to reward proposals that represent collaborative efforts with multiple project partners and possibly conserve municipal funds through generating public and/or private investment in the City.

3. **Public Benefit** – 0 – 10 points - Extent proposal directly benefits a portion of the City's population by provision of certain services or facilities.

Intent: to award points based on the percentage of the city's population that will benefit.

4. **Capital Cost & Customer Service Delivery** – 0 to 10 points - Extent proposal delivers consistently high quality City services at a good value to taxpayers and that City infrastructure investment is appropriately sized for effective service delivery.

Intent: to reward proposals that improve the quality, cost effectiveness and equity of municipal services delivered to all residents.

5. **Neighborhood Livability & Community Life** - 0 to 10 points - Extent proposal serves to preserve or improve the quality, safety and security of neighborhoods in order to retain and attract residents and engage community members.

Intent: to reward proposals that demonstrate potential to enhance the quality of life and public safety in neighborhoods and the community at large.

6. **Effect on Tax Base & Job Creation** – 0 to 10 points - Extent proposal can be expected to preserve or increase the City's tax base and serve as a catalyst for job creation by the private sector.

Intent: to reward proposals that may have a positive effect on property values and thus have the potential for preserving or expanding the City's tax base and supporting job-intensive industries that provide living-wage jobs, especially for hard to employ populations.

7. **Technological & Cultural Implications** – 0 to 10 points - Extent proposal would strengthen or expand technological innovation, connectivity and efficiency or enhance educational, cultural, architectural or historic preservation opportunities.

Intent: to reward proposals contributing to the City's efficiency and transparency through investments in technology, intellectual and cultural growth, or preservation of City assets with historical or architectural significance.

# CLIC RATING FORM

<b>Project ID Number</b>		
	Points	
<b>Project Priority:</b>	Possible	
<b>Level of Need</b>		
Critical	51-65	
Significant	41-50	
Important	26-40	
Desirable	0-25	
<b>In Adopted Five-Year Plan</b>		
2017	35	
2018-2020	25	
2021	15	
New for 2017-2020	0	
<b>Sub-Total Project Priority</b>	Max 100 pts	
<b>Contribution to City Goals:</b>		
Strong Contribution	46 – 70	
Moderate Contribution	16 – 45	
Little or No Contribution	0 – 15	
<b>Operating Cost Implications:</b>	-30 to +30	
<b>Sub-Total Goals, Development &amp; Operating Costs</b>	Max 100 pts	
<b>Qualitative Criteria:</b>		
Environmental Sustainability	0 – 25	
Collaboration & Leveraging	0 – 25	
Public Benefit	0 – 10	
Capital Cost & Customer Service Delivery	0 – 10	
Neighborhood Livability & Community Life	0 – 10	
Effect on Tax Base & Job Creation	0 – 10	
Technological & Cultural Implications	0 – 10	
<b>Sub-Total Qualitative Criteria</b>	Max 100 pts	
<b>Total CLIC Rating Points</b>	300 Possible	