

# General Government



## Capital Improvement Program

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**City of Kirkland  
2013-2018 Capital Improvement Program**

**GENERAL GOVERNMENT PROJECTS**

**Funded Projects:**

Project Number	Project Title	Prior Year(s)	2013	2014	2015	2016	2017	2018	2013-2018 Total	Funding Source			External Source
										Current Revenue	Reserve	Debt	
<b>TECHNOLOGY</b>													
IT 0100 000*	Network Server Replacements		211,000	125,000	140,400	160,000	160,000	125,000	921,400	860,400	61,000		
IT 0110 000*	Network Infrastructure		50,000	200,000	35,000	35,000	35,000	35,000	390,000	390,000			
IT 0120 000*	Network Storage		628,900			300,000	300,000	700,000	1,628,900	1,100,000	528,900		
IT 0130 000*	Network Phone Systems				250,000				250,000	165,700	84,300		
IT 0200 000*	Network Security		130,000	65,000	55,000		75,000	30,000	355,000	206,000	149,000		
IT 0300 000*	Geographic Information Systems		170,000	185,000	250,000	250,000	250,000	250,000	1,355,000	878,000	477,000		
IT 0402 000*+	Finance and HR System Modules		47,400	21,100	49,300	5,800			123,600		123,600		
IT 0402 000*+	Financial System Replacement				150,000				150,000		150,000		
<b>IT 0500 000</b>	<b>Copier Replacements</b>				<b>32,000</b>		<b>72,000</b>		<b>104,000</b>	<b>104,000</b>			
IT 0601 000*+	Help Desk System Replacement Phase 2		83,200		66,000				149,200	66,000			
IT 0602 000*	Standard Reporting Tool		30,000	147,600					177,600	53,100	124,500		
IT 0702 000*	Maintenance Management System Upgrade		<b>50,000</b>	<b>150,000</b>					<b>200,000</b>	<b>200,000</b>			
<b>IT 0901 000*</b>	<b>Disaster Recovery System Improvement</b>												
<b>FACILITIES</b>													
GG 0008*	Electrical, Energy Management & Lighting Systems		18,900	222,800	66,400	10,200	198,300	44,100	139,600		139,600		
GG 0009*	Mechanical/HVAC Systems Replacements		29,000	68,000	47,000	155,100	194,900	317,600	814,700		814,700		
GG 0010*	Painting, Ceilings, Partition & Window Replacements			122,300	170,400	34,600	141,800	142,400	730,800		730,800		
GG 0011*	Roofing, Gutter, Siding and Deck Replacements		41,800	66,400	105,800	23,300	82,000	257,700	598,200		598,200		
GG 0012*	Flooring Replacements							96,500	374,000		374,000		
<b>GG 0013 103*</b>	<b>Public Safety Building Phase III</b>		<b>27,418,200</b>	<b>1,450,000</b>	<b>7,950,000</b>				<b>27,418,200</b>	<b>6,580,368</b>	<b>20,837,832</b>		
<b>GG 0035 100*+</b>	<b>City Hall Expansion</b>		<b>166,500</b>						<b>166,500</b>		<b>5,804,576</b>		
<b>GG 0039*</b>	<b>Consolidated Fire Station No 25</b>		<b>3,862,000</b>						<b>3,862,000</b>		<b>3,862,000</b>		
<b>Total Funded General Government Projects</b>			<b>33,203,900</b>	<b>2,823,200</b>	<b>9,217,300</b>	<b>824,000</b>	<b>1,509,000</b>	<b>1,998,300</b>	<b>49,575,700</b>	<b>3,957,200</b>	<b>11,614,092</b>	<b>30,504,408</b>	<b>3,500,000</b>

**Unfunded Projects:**

Project Number	Project Title	Total
IT 0401 000	Utility Billing/Cashiering System Replacement	491,700
IT 0501 000	Police ProAct Unit NCIC Handheld Computers	52,000
IT 0701 000	Fleet Management Systems Replacement	80,000
IT 0802 000	Recreation Registration System Replacement	83,000
IT 0902 000	Customer Relationship Management System	414,000
<b>Total Unfunded General Government Projects</b>		<b>1,120,700</b>

**Prior Year(s) Funding (Budget to Actuals):**

Project Number	Project Title	Budget	Actual	Balance
GG 0013 103*	Public Safety Building Phase III	3,298,187	148,608	3,149,579
GG 0039*	Consolidated Fire Station No 25	1,368,000	<b>27,939</b>	1,340,061
<b>Total Prior Year(s) Funding (Budget to Actuals):</b>		<b>4,666,187</b>	<b>176,547</b>	<b>4,489,640</b>

Notes  
 \* = Modification in timing and/or cost (see Project Modification Schedule for greater detail)  
 + = Moved from unfunded status to funded status  
 " = Moved from funded status to unfunded status  
 Shaded year(s) = Previous timing  
**Bold italics = New projects**



Funded  
General Government  
Projects



**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0100 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	NETWORK SERVER REPLACEMENTS		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

<b>DESCRIPTION/JUSTIFICATION</b>			
Provides for the regular replacement of network file servers that support the City's software systems, such as finance, permitting, GIS, and email. Previously included in the Local and Wide Area Networks project.			

<b>REASON FOR MODIFICATION (WHERE APPLICABLE)</b>			
Project numbering convention for technology projects has changed and project costs and timing have been updated.			

<b>POLICY BASIS</b>	<b>METHOD OF FINANCING (%)</b>	
IT Strategic Plan	Current Revenue	93 %
	Reserve	0 %
	Grants	0 %
	Other Sources	Prior Year Savings 7 %
	Debt	0 %
	Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	0	0	0	0	0	0	0	0	0
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	211,000	125,000	140,400	160,000	160,000	125,000	921,400	0	921,400
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	211,000	125,000	140,400	160,000	160,000	125,000	921,400	0	921,400
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0100 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	NETWORK SERVER REPLACEMENTS
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	<i>The city's network and application servers host the systems used by all departments for day to day business activities. Servers that are too slow, overloaded, or unreliable cause down time and lost productivity.</i>
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	<i>Almost all IT CIP projects depend on the network servers for staff to get work done. Some directly depend on it.</i>
Implications of deferring the project	<i>Unstable network servers could cause significant disruption city-wide, including interruption in services for citizens.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input checked="" type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0110 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	NETWORK INFRASTRUCTURE		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

Provides for upgrades/replacements of network routers, switches, firewalls, wireless access points and other hardware security appliances (e.g. email and internet monitoring and filtering). This equipment connects City outbuildings, network servers, network storage, the phone system and staff computers to our core network, which is split between Kirkland City Hall and Bellevue City Hall. It provides secure connections to networks outside of the City's internal network. This project also funds the City's share of the capital costs associated with the Community Connectivity Consortium (city/schools/hospital fiber optic network). Previously included in the Local and Wide Area Networks project.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project numbering convention for technology projects has changed and project costs and timing have been updated.

**POLICY BASIS**

IT Strategic Plan

**METHOD OF FINANCING (%)**

Current Revenue	100 %
Reserve	0 %
Grants	0 %
Other Sources	0 %
Debt	0 %
Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	2,000	10,000	2,000	2,000	2,000	2,000	20,000	0	20,000
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	48,000	190,000	33,000	33,000	33,000	33,000	370,000	0	370,000
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	50,000	200,000	35,000	35,000	35,000	35,000	390,000	0	390,000
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0110 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	NETWORK INFRASTRUCTURE
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	<i>The city's network infrastructure is crucial for day to day business activities including telephony, desktop computing, internet access and presence, and use of any other IT systems.</i>
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	<i>Almost all CIP projects depend on the network infrastructure for staff to get work done. For example, intelligent transportation systems depend on the part of this CIP that funds the city/school/hospital fiber network.</i>
Implications of deferring the project	<i>Instability in the network infrastructure causes significant disruption city-wide, including interruptions of services for citizens.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0120 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	NETWORK STORAGE		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

Provides for upgrades/replacements of the Storage Area Network (SAN), which stores most city data, and the network backup infrastructure. Equipment replacements/upgrades occur on a cyclical basis and funding in 2013 finishes equipment replacement that started in 2012. Handling the SAN and the backup infrastructure together will allow staff to price multiple options including off-premises (cloud) and on-premises solutions and provides more options for switching to a new and possibly better and less expensive technology family. The projects are again being grouped in the 2017/2018 time frame for the same reason. Previously included in the Local and Wide Area Networks project.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project numbering convention for technology projects has changed and project costs and timing have been updated.

**POLICY BASIS**

IT Strategic Plan

**METHOD OF FINANCING (%)**

Current Revenue		40 %
Reserve	Technology Initiative	56 %
Grants		0 %
Other Sources	Prior Year Savings	4 %
Debt		0 %
Unfunded		0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	5,000	0	0	0	300,000	0	305,000	0	305,000
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	623,900	0	0	0	0	700,000	1,323,900	0	1,323,900
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	628,900	0	0	0	300,000	700,000	1,628,900	0	1,628,900
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0120 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	NETWORK STORAGE
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	<i>The city's network storage holds the daily work output of all city staff, the databases for most of our applications, shared files, and electronic records. The current backup and storage technology is over four years old, will soon be unsupported, and we are nearing the available capacity.</i>
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	<i>Almost all CIP projects depend on the network storage for staff to get work done. Some directly depend on it. For example, all electronically stored city data resides on network storage.</i>
Implications of deferring the project	<i>Instability in the network storage could cause significant disruption to all automated systems city-wide, including interruptions of service for citizens. The inability to adequately backup and protect data could also have significant repercussions.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0130 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	NETWORK PHONE SYSTEM		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

Provides for upgrades/replacements of the City's phone system. In 2015, the City's current phone system will be due for its regularly scheduled software upgrade and hardware replacement. Phone system technology has been rapidly evolving and staff expects to replace the current system, which the City has used since 2004, at this time. It is likely that an all-software solution that integrates with our other desktop tools will be selected. The move into the new public safety building is scheduled close to this project. Timing should be evaluated to combine efforts and minimize costs.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project numbering convention for technology projects has changed and project costs and timing have been updated.

<b>POLICY BASIS</b>	<b>METHOD OF FINANCING (%)</b>
IT Strategic Plan	Current Revenue 66 %
	Reserve 0 %
	Grants 0 %
	Other Sources IT Fund Operating Cash 34 %
	Debt 0 %
	Unfunded 0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	0	0	5,000	0	0	0	5,000	0	5,000
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	0	0	245,000	0	0	0	245,000	0	245,000
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	250,000	0	0	0	250,000	0	250,000
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0130 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	NETWORK PHONE SYSTEM
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	<i>The city's phone system is used for day to day internal and external communication.</i>
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	
Implications of deferring the project	<i>A failure of the phone system could cause significant disruption city-wide, including interruptions of services for citizens. The inability to place or receive calls could reduce levels of service city-wide and have a significant impact in an emergency.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0140 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	NETWORK SECURITY		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

Provides funding for a regularly scheduled information technology security assessment by a third party. Often the findings from these assessments will recommend additional safeguards for information technology systems. The 2013 funding in this project reflects the findings of the 2012 security assessment. Additional staff or consultant resources may be required to actually accomplish this work. The final results of the security study are due in April: these 2013 numbers are based on the draft report.

This project also provides additional funds for strong authentication, also known as dual factor authentication. Strong authentication provides an extra layer of security for those wishing to remotely access the City's network and is a requirement for public safety and PCI certification. This is the second phase of a strong authentication project that is scheduled to begin in 2012. Previously included in the Local and Wide Area Networks project.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project numbering convention for technology projects has changed and project costs and timing have been updated.

**POLICY BASIS**

IT Strategic Plan

**METHOD OF FINANCING (%)**

Current Revenue	58 %
Reserve	0 %
Grants	0 %
Other Sources	Prior Year Savings
	42 %
Debt	0 %
Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	5,000	65,000	0	0	75,000	0	145,000	0	145,000
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	125,000	0	55,000	0	0	30,000	210,000	0	210,000
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	130,000	65,000	55,000	0	75,000	30,000	355,000	0	355,000
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0140 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	NETWORK SECURITY
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	<i>The city has a moral – and in many cases legal – requirement to protect the data that it stores for and about its citizens and customers. Certain data, such as public safety, credit card, and health data has very stringent security requirements.</i>
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	<i>The stability of the network depends on our ability to protect it from potential security threats. Almost all CIP projects depend on a secure environment for network servers and network storage.</i>
Implications of deferring the project	<i>A significant network security breach could result in lost productivity and/or significant fines.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0200 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Xiaoning Jiang

<b>PROJECT TITLE</b>	GEOGRAPHIC INFORMATION SYSTEMS		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

GIS projects are grouped by biennium (e.g., 2013-14, 2015-16, etc.), funded by both capital project and general fund sources, and subject to oversight by a director-level GIS steering committee. The City's GIS administrator works closely with the steering committee and finance to ensure that GIS program priorities and performance are aligned with the City's work plan, City Council goals, and resource constraints. Community initiatives such as transportation, economic development, public safety, and regional collaboration are all reflected in particular GIS program tasks and products. A GIS work plan is prepared each year to help manage the enterprise-wide GIS effort, including ongoing database maintenance, special projects, technical program enhancements, and workgroup-specific support. The GIS program directly benefits at least two-thirds of City staff with an easily accessible intranet GIS browser, multiple standard products, high quality spatial data repository, training, and advanced technology tools tailored to meet identified business needs. Through regional projects like NWMAPS, GIS also benefits citizens and businesses in Kirkland directly.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project numbering convention for technology projects has changed and project costs and timing have been updated.

<b>POLICY BASIS</b>	<b>METHOD OF FINANCING (%)</b>
IT Strategic Plan	Current Revenue 90 %
	Reserve 0 %
	Grants 0 %
	Other Sources Prior Year Savings 10 %
	Debt 0 %
	Unfunded 0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	170,000	185,000	250,000	250,000	250,000	250,000	1,355,000	0	1,355,000
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	170,000	185,000	250,000	250,000	250,000	250,000	1,355,000	0	1,355,000
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0200 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Xiaoning Jiang

<b>PROJECT TITLE</b>	GEOGRAPHIC INFORMATION SYSTEMS
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	<i>GIS provides significant resources for economic development.</i>
Health and safety, environmental, aesthetic, or social effects	<i>GIS provides mapping for use in emergency response situations and provides significant resources for environmental management and planning.</i>
Responds to an urgent need or opportunity	
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	<i>Benefits almost all utility and transportation capital improvement projects.</i>
Implications of deferring the project	<i>The proposed 2013-14 GIS work plan projects have been identified and scoped based on anticipated benefits to city staff and the community. For numerous city work groups, deferring these projects will result in inefficient workflows, additional costs, extended project timelines, reduced ability to respond to custom requests, delays in state mandated submittals, compromised compliance with state and federal environmental statutes, less thorough long range public safety planning, lower service levels</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0300 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	FINANCE AND HR SYSTEM MODULES		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

The City's core financial systems are used to help all departments manage and report on their budgets, to assist and facilitate purchasing and to perform accounts payable, payroll, and human resources functions. As policy, law, and other factors change, changes also need to be made to these systems in order to accurately and properly collect and report data and to assure adequate audit trails exist. Projects include business process improvements for core financial and HR/Payroll systems, banking interface improvements, Springbrook cashiering and billing system upgrade and IFAS system upgrade to Windows/SQL platform.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project costs changed to reflect current state of upgrades on software and anticipate hardware replacement needs. Project also modified for new numbering system.

**POLICY BASIS**

IT Strategic Plan

**METHOD OF FINANCING (%)**

Current Revenue	5 %
Reserve	0 %
Grants	0 %
Other Sources    Prior Year Savings	95 %
Debt	0 %
Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	47,400	21,100	49,300	5,800	0	0	123,600	0	123,600
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	47,400	21,100	49,300	5,800	0	0	123,600	0	123,600
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0300 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	FINANCE AND HR SYSTEM MODULES
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	<i>The entire city, including other capital projects, relies on our core financial and human resources systems.</i>
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	<i>Finance server updates will allow us continued support and ability to process City financial needs. Centralized accounts receivable will help streamline revenue collection.</i>
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	
Implications of deferring the project	<i>Potential downtime if hardware is not updated. Without scaling, users may not always have access to the Finance system. Current de-centralized accounts receivable system slows revenue collection.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0402 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	FINANCIAL SYSTEM REPLACEMENT		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		2016	Modified Project

**DESCRIPTION/JUSTIFICATION**

The estimated system life in current long-term systems replacement planning is ten years. Since real life often results in systems lasting a different amount than ten years, we will carefully analyze when is the correct time for replacement next time we prepare a six-year CIP. At the moment, the system and the vendor are working sufficiently to survive past the ten year mark. The high cost of replacing this system includes some contingency for backfill staff in Finance and possibly also in IT, due to the sheer volume of work related to testing and implementing a new finance system. This project should be linked with the scheduled project to replace the utility billing system since many vendors offer both Finance and utility billing systems.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project numbering convention for technology projects has changed and project costs and timing have been updated. Project moved from unfunded.

**POLICY BASIS**

IT Strategic Plan

**METHOD OF FINANCING (%)**

Current Revenue	99 %
Reserve	0 %
Grants	0 %
Other Sources    IT Fund Operating Cash	1 %
Debt	0 %
Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	0	0	0	150,000	0	0	150,000	0	150,000
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	150,000	0	0	150,000	0	150,000
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0402 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	FINANCIAL SYSTEM REPLACEMENT
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	<i>These systems provide the accounting support for all CIP projects.</i>
Implications of deferring the project	<i>If the Finance system needs to be replaced and the funding is not available, significant disruption and loss of productivity could occur.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0500 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Paul Mantey

<b>PROJECT TITLE</b>	COPIER REPLACEMENTS		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	New Project

<b>DESCRIPTION/JUSTIFICATION</b>			
Provides for regular replacement of multi-function copiers for departments. Equipment is generally replaced after seven years, but usage, age and repair frequency determine actual replacement date.			

<b>REASON FOR MODIFICATION (WHERE APPLICABLE)</b>			

<b>POLICY BASIS</b>
Other Plan

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	0	0	0	0	0	0	0	0	0
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	32,000	0	0	72,000	104,000	0	104,000
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	32,000	0	0	72,000	104,000	0	104,000
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0500 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Paul Mantey

<b>PROJECT TITLE</b>	COPIER REPLACEMENTS
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	
Implications of deferring the project	<i>Multi-function copiers are used throughout the city for a variety of purposes; creating informational or training documents, create electronic documents through use of the scanning function, and faxing documents. When the machines that staff rely on for these daily tasks require frequent service calls, user efficiency goes down and frustration goes up.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0601 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	HELP DESK SYSTEM REPLACEMENT PHASE 2		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

The Information Technology department implemented a new service desk application in 2011. The second phase of the project is to enhance our ability to meet IT best practice standards by moving our change management process from a home-grown custom solution into the service desk application (also a recommendation of our recent security audit) and implement workflows for common approval and task processes. A workflow to lead managers/directors and HR personnel through common IT activities will benefit all parties as information will be captured up front and IT can respond to the events in a more timely manner. A workflow for security requests will standardize requests for access to folders, groups and applications. The approval can be stored in the workflow so that administrators of the folders, groups and applications do not have to print and store them separately.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project numbering convention for technology projects has changed and project costs and timing have been updated. Project moved from unfunded.

**POLICY BASIS**

IT Strategic Plan

**METHOD OF FINANCING (%)**

Current Revenue	0 %
Reserve	0 %
Grants	0 %
Other Sources	IT Fund Operating Cash
	100 %
Debt	0 %
Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	0	0	66,000	0	0	0	66,000	0	66,000
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	66,000	0	0	0	66,000	0	66,000
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0601 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Donna Gaw

<b>PROJECT TITLE</b>	HELP DESK SYSTEM REPLACEMENT PHASE 2
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	
Implications of deferring the project	<i>Staff will continue with manual processes for change management, security requests and common information technology activities.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0602 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Karen Friesen

<b>PROJECT TITLE</b>	STANDARD REPORTING TOOL		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		2013	Modified Project

**DESCRIPTION/JUSTIFICATION**

The Standard Reporting Tool is designed to improve how staff access and report on data and to support better management decisions. Currently many different report writing software products are used. Standardizing with one product would develop IT and business experts on that product and enable more users in the enterprise to develop skills to create their own reports. This will provide better access to information by staff and management and allow IT to spend less time creating basic reports and be more available for complex reports. The current reporting tools require extensive training in order for an average user to be able to write their own report. Significant IT Applications time is spent training, assisting or creating reports for application users.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project funds for a reporting tool were previously allocated as part of the finance system upgrade. Moving to a stand alone application allows usage by several city systems, not just the finance/HR application.

**POLICY BASIS**

IT Strategic Plan

**METHOD OF FINANCING (%)**

Current Revenue	0 %
Reserve	0 %
Grants	0 %
Other Sources	Prior Year Savings 100 %
Debt	0 %
Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	50,000	0	0	0	0	0	50,000	0	50,000
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	33,200	0	0	0	0	0	33,200	0	33,200
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	83,200	0	0	0	0	0	83,200	0	83,200
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0602 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Karen Friesen

<b>PROJECT TITLE</b>	STANDARD REPORTING TOOL
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	<i>Applications is migrating two of our major systems to SQL server making our application environment primarily SQL based. This will allow us to leverage SQL reporting services.</i>
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	<i>Eases licensing cost and issues with non-standard reporting tools.</i>
Responds to state and/or federal mandate	
Benefits to other capital projects	
Implications of deferring the project	<i>Continued lack of easy access to system data by staff and management and increased IT staff support time for creating basic reports.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0702 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	MAINTENANCE MANAGEMENT SYSTEM REPLACEMENT		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		2013	Modified Project

**DESCRIPTION/JUSTIFICATION**

The Hansen maintenance management system helps manage inventory, repair history and work orders relating to public works infrastructure such as the water and sewer systems. Hansen is undergoing a major restructuring, which will change the product to more of a web-based tool. Although the system support funding pays for the actual software upgrade, this project funds services from the vendor to help implement the revised system and to train users.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project start date moved from 2012 to 2013-14 and total project cost reduced from \$250,000 to \$182,000 due to change in scope. Licensing and professional services included to integrate Parks dept. so they can leverage system to track work orders and time. Project number changed to reflect new numbering convention for technology projects.

**POLICY BASIS**

IT Strategic Plan

**METHOD OF FINANCING (%)**

Current Revenue		40 %
Reserve	Major Systems Replacement	50 %
Grants		0 %
Other Sources	Prior Year Savings	10 %
Debt		0 %
Unfunded		0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	30,000	147,600	0	0	0	0	177,600	0	177,600
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	30,000	147,600	0	0	0	0	177,600	0	177,600
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0702 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	MAINTENANCE MANAGEMENT SYSTEM REPLACEMENT
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	<i>This system supports and records most public works activity on many capital projects as well as supporting day to day activities. The parks department is in need of the ability to track work orders and time with the retirement of the Tenrox system.</i>
Implications of deferring the project	<i>Eventually, our current system will become unsupported if it is not upgraded or replaced.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0901 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	DISASTER RECOVERY SYSTEM IMPROVEMENTS		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		2007	New Project

**DESCRIPTION/JUSTIFICATION**

The current server room and City network infrastructure is very disaster-resistant. It is not, however, very recoverable. If there is a disaster of such magnitude that it damages the equipment at City Hall, Bellevue city hall, or makes the building unusable, the City is not effectively prepared to bring up major applications in another location and keep the business of the City running. This project will help develop a more robust and testable plan, as well as purchase needed hardware and software. This means the City would have to operate in an emergency without access to GIS, in-ground public works inventory in GIS and maintenance management, finance, the City website, email, or other critical systems. The current funding level does not complete this project but should help get the most critical systems set up to work in a disaster. An IT disaster recovery plan is also a requirement for PCI compliance.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

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<b>POLICY BASIS</b>	<b>METHOD OF FINANCING (%)</b>														
IT Strategic Plan	<table border="0"> <tr> <td>Current Revenue</td> <td align="right">0 %</td> </tr> <tr> <td>Reserve</td> <td align="right">0 %</td> </tr> <tr> <td>Grants</td> <td align="right">0 %</td> </tr> <tr> <td>Other Sources</td> <td align="right">100 %</td> </tr> <tr> <td>    Prior Year Savings</td> <td></td> </tr> <tr> <td>Debt</td> <td align="right">0 %</td> </tr> <tr> <td>Unfunded</td> <td align="right">0 %</td> </tr> </table>	Current Revenue	0 %	Reserve	0 %	Grants	0 %	Other Sources	100 %	Prior Year Savings		Debt	0 %	Unfunded	0 %
Current Revenue	0 %														
Reserve	0 %														
Grants	0 %														
Other Sources	100 %														
Prior Year Savings															
Debt	0 %														
Unfunded	0 %														

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	50,000	150,000	0	0	0	0	200,000	0	200,000
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	50,000	150,000	0	0	0	0	200,000	0	200,000
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0901 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	DISASTER RECOVERY SYSTEM IMPROVEMENTS
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	<i>If a serious disaster impacts Kirkland, it is very important that we are able to have core systems like email, finance and payroll, and maintenance management operate in some location other than City Hall.</i>
Responds to an urgent need or opportunity	
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	
Implications of deferring the project	<i>If there is no significant natural disaster that prevents access to the current location of the servers and systems, then we avoid costs and significant expenditure of staff time. But should there be a disaster, we would be inadequately prepared to provide continuity of services in multiple areas.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0008 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	Donna Burris

<b>PROJECT TITLE</b>	ELECTRICAL, ENERGY MANAGEMENT AND LIGHTING SYSTEMS		
<b>PROJECT LOCATION</b>	All City Buildings	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

The funds will cover the cost of replacing electrical, energy management and lighting systems such as: alarm panels, interior and exterior lighting, and direct digital control energy management systems at the end of their useful lives. The following buildings are included in the Life Cycle Model: City Hall, all Fire Stations, Peter Kirk Community Center, North Kirkland Community Center, Kirkland Teen Union Building, City Hall Annex, Heritage Hall, Kirkland Performing Arts Center, the Municipal Parking Garage, and all of the structures at the Maintenance Center. The life cycle is 15 years for a typical exterior or interior light fixture and 20 years for an energy management system. Any facility in this group that has one of these items scheduled to occur from 2013-2018 is included in this request.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Updated projects, project timing, and project costs for City Hall, all Fire Stations, Peter Kirk Community Center, North Kirkland Community Center, Kirkland Teen Union Building, City Hall Annex, Heritage Hall, Kirkland Performing Arts Center, the Municipal Parking Garage, and all of the structures at the Maintenance Center.

**POLICY BASIS**

Life Cycle Model

**METHOD OF FINANCING (%)**

Current Revenue	0 %
Reserve      Lifecycle Reserves	100 %
Grants	0 %
Other Sources	0 %
Debt	0 %
Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	0	0	0	0	0	0	0	0	0
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	18,900	0	66,400	10,200	0	44,100	139,600	0	139,600
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	18,900	0	66,400	10,200	0	44,100	139,600	0	139,600
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0008 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	Donna Burris

<b>PROJECT TITLE</b>	ELECTRICAL, ENERGY MANAGEMENT AND LIGHTING SYSTEMS
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	<i>Loss of workable space during replacement - most work will be performed outside of public access times or while buildings are closed. Down-time and/or loss of space will be kept to a minimum.</i>
Community economic impacts	<i>N/A</i>
Health and safety, environmental, aesthetic, or social effects	<i>Electrical system components should be replaced as they age to prevent electrical accidents which could occur due to component failure. Improvement in outside aesthetic lighting for some buildings. Replacements are also made to increase energy efficiency, resulting in lower greenhouse gas emissions.</i>
Responds to an urgent need or opportunity	<i>Replacement of aging or non-functioning systems is important, not just for safety and health reasons, but also for the overall appearance of the buildings, as well as improved energy efficiency.</i>
Feasibility, including public support and project readiness	<i>N/A</i>
Conforms to legal or contractual obligations	<i>Must meet building codes.</i>
Responds to state and/or federal mandate	<i>Complies with state and federal energy and lighting efficiency codes and standards.</i>
Benefits to other capital projects	<i>Protection of City assets.</i>
Implications of deferring the project	<i>Lack of energy efficiency of old lighting fixtures and outdated energy management systems. Potential for component failure.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input checked="" type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0009 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	Donna Burris

<b>PROJECT TITLE</b>	MECHANICAL/HVAC SYSTEMS REPLACEMENT		
<b>PROJECT LOCATION</b>	All City Buildings	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

The funds requested will cover the cost of replacing mechanical systems including boilers and hot water tanks, sump pumps, and Heating Ventilation and Air Conditioning (HVAC) systems as these items reach the end of their useful lives. The following buildings are included in the Life Cycle Model: City Hall, all Fire Stations, 505 Market, Peter Kirk Community Center, North Kirkland Community Center, Kirkland Teen Union Building, City Hall Annex, Heritage Hall, Kirkland Performing Arts Center, the Municipal Parking Garage, and all of the structures at the Maintenance Center. Any facility in this group that has one of these items scheduled to occur from 2013-2018 is included in this request.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Updated projects, project timing, and project costs for City Hall, all Fire Stations, 505 Market, Peter Kirk Community Center, North Kirkland Community Center, Kirkland Teen Union Building, City Hall Annex, Heritage Hall, Kirkland Performing Arts Center, the Municipal Parking Garage, and all of the structures at the Maintenance Center. Added a sump pump replacement to Kirkland Performing Arts Center in 2018 not previously in lifecycle.

**POLICY BASIS**

Life Cycle Model

**METHOD OF FINANCING (%)**

Current Revenue	0 %
Reserve      Lifecycle Reserves	100 %
Grants	0 %
Other Sources	0 %
Debt	0 %
Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	0	0	0	0	0	0	0	0	0
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	29,000	222,800	47,000	0	198,300	317,600	814,700	0	814,700
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	29,000	222,800	47,000	0	198,300	317,600	814,700	0	814,700
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0009 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	Donna Burris

<b>PROJECT TITLE</b>	MECHANICAL/HVAC SYSTEMS REPLACEMENT
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	<i>Loss of temperature control during some down times. Lack of fresh air or air systems for short periods of time. Down time or loss of use of space will be kept to a minimum.</i>
Community economic impacts	<i>N/A</i>
Health and safety, environmental, aesthetic, or social effects	<i>Proper ventilation and temperature control is critical for indoor air quality. Improvement in efficiency of systems; more environmentally friendly equipment installed. Replacements are also made to increase energy efficiency, resulting in lower greenhouse gas emissions.</i>
Responds to an urgent need or opportunity	<i>Replacement of systems is important to maintain healthy workspace environments for employees and to provide safe and healthful buildings for the public.</i>
Feasibility, including public support and project readiness	<i>N/A</i>
Conforms to legal or contractual obligations	<i>Meets engineering criteria, indoor air quality, safety and health standards, and building codes.</i>
Responds to state and/or federal mandate	<i>Meets state and federal mandated energy efficiency and indoor quality standards.</i>
Benefits to other capital projects	<i>N/A</i>
Implications of deferring the project	<i>Increased incidence of indoor air quality issues such as molds and "sick building syndrome."</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input checked="" type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0010 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	Donna Burris

<b>PROJECT TITLE</b>	PAINTING, CEILINGS, PARTITION, WINDOW REPLACEMENT		
<b>PROJECT LOCATION</b>	All City Buildings	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

The funds will cover the cost of interior and exterior painting, parking garage striping, and window and window film replacement at City buildings as these items reach the end of their life cycle. The following buildings are included in the Life Cycle Model: City Hall, all Fire Stations, Peter Kirk Community Center, North Kirkland Community Center, Kirkland Teen Union Building, City Hall Annex, Heritage Hall, Kirkland Performing Arts Center, the Municipal Parking Garage, and all of the structures at the Maintenance Center. The current Life Cycle Model for these buildings has the interior and exterior painting occurring on a eight-year cycle, which was increased this year from a six-year cycle. Any facility in this group that has one of these items scheduled to occur from 2013-2018 is included in this request.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Updated projects, project timing, and project costs for City Hall, all Fire Stations, Peter Kirk Community Center, North Kirkland Community Center, Kirkland Teen Union Building, City Hall Annex, Heritage Hall, Kirkland Performing Arts Center, the Municipal Parking Garage, and all of the structures at the Maintenance Center.

<b>POLICY BASIS</b>	<b>METHOD OF FINANCING (%)</b>
Life Cycle Model	Current Revenue 0 %
	Reserve Lifecycle Reserves 100 %
	Grants 0 %
	Other Sources 0 %
	Debt 0 %
	Unfunded 0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	0	0	0	0	0	0	0	0	0
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	68,000	170,400	155,100	194,900	142,400	730,800	0	730,800
<b>Total</b>	0	0	68,000	170,400	155,100	194,900	142,400	730,800	0	730,800
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0010 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	Donna Burris

<b>PROJECT TITLE</b>	PAINTING, CEILINGS, PARTITION, WINDOW REPLACEMENT
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	<i>Loss of workable space during painting - most painting to be done outside of public access times or while building is closed down. Down time or loss of space will be kept to a minimum.</i>
Community economic impacts	<i>N/A</i>
Health and safety, environmental, aesthetic, or social effects	<i>This project will allow the City to maintain a reasonable aesthetic standard on all of the buildings associated with this request.</i>
Responds to an urgent need or opportunity	<i>Upkeep, including timely painting of buildings, is important to eliminate damage to surfaces (walls, siding, etc.) caused by inadequate coverings.</i>
Feasibility, including public support and project readiness	<i>N/A</i>
Conforms to legal or contractual obligations	<i>N/A</i>
Responds to state and/or federal mandate	<i>N/A</i>
Benefits to other capital projects	<i>Protection of City assets.</i>
Implications of deferring the project	<i>Deferring the project could result in more serious damage to City facilities due to exterior paint or window failure and a lowering of the aesthetic standard in interior spaces.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input checked="" type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0011 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	Donna Burris

<b>PROJECT TITLE</b>	ROOFING, GUTTER, SIDING AND DECK REPLACEMENTS		
<b>PROJECT LOCATION</b>	All City Buildings	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

The funds will cover the cost of roofing, gutter, siding and deck replacement, and parking lot resurfacing at City buildings as these items reach the end of their life cycle. The following buildings are included in the Life Cycle Model: City Hall, all Fire Stations, 505 Market, Peter Kirk Community Center, North Kirkland Community Center, Kirkland Teen Union Building, City Hall Annex, Heritage Hall, Kirkland Performing Arts Center, the Municipal Parking Garage, and all of the structures at the Maintenance Center. The current Life Cycle Model for these buildings has the life cycle for roofing ranging from 20 to 40 years (depending on the type), and gutters and decks are scheduled for 15 years. Any facility in this group that has one of these items scheduled to occur from 2013-2018 is included in this request.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Updated projects, project timing, and project costs for City Hall, all Fire Stations, 505 Market, Peter Kirk Community Center, North Kirkland Community Center, Kirkland Teen Union Building, City Hall Annex, Heritage Hall, Kirkland Performing Arts Center, the Municipal Parking Garage, and all of the structures at the Maintenance Center. Added parking lot resurfacing and repair at Fire Station 27 in 2013 and Fire Station 22 in 2016.

**POLICY BASIS**

Life Cycle Model

**METHOD OF FINANCING (%)**

Current Revenue	0 %
Reserve      Lifecycle Reserves	100 %
Grants	0 %
Other Sources	0 %
Debt	0 %
Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	0	0	0	0	0	0	0	0	0
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	41,800	122,300	0	34,600	141,800	257,700	598,200	0	598,200
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	41,800	122,300	0	34,600	141,800	257,700	598,200	0	598,200
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0011 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	Donna Burris

<b>PROJECT TITLE</b>	ROOFING, GUTTER, SIDING AND DECK REPLACEMENTS
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	<i>Some entry and exit points to building may be affected during work periods and have to be re-routed. Down time or loss of space will be kept to a minimum.</i>
Community economic impacts	<i>N/A</i>
Health and safety, environmental, aesthetic, or social effects	<i>This project will allow the City to maintain a reasonable aesthetic standard on all of the buildings associated with this request.</i>
Responds to an urgent need or opportunity	<i>Timely replacement of these systems is critical to protect buildings from damage, especially during the rainy season. It is costly to do repairs after roof or malfunctioning gutter leaks.</i>
Feasibility, including public support and project readiness	<i>N/A</i>
Conforms to legal or contractual obligations	<i>N/A</i>
Responds to state and/or federal mandate	<i>Meets state, federal and local building codes.</i>
Benefits to other capital projects	<i>Protection of City assets.</i>
Implications of deferring the project	<i>Deferring roof, gutter or deck replacement will result in additional damage occurring at City facilities.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input checked="" type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0012 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	Donna Burris

<b>PROJECT TITLE</b>	FLOORING REPLACEMENTS		
<b>PROJECT LOCATION</b>	All City Buildings	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Ongoing	Modified Project

**DESCRIPTION/JUSTIFICATION**

All of the flooring products in the City buildings will need to be replaced as they reach the end of their life cycle. The following buildings are included in the Life Cycle Model: City Hall, all Fire Stations, Peter Kirk Community Center, North Kirkland Community Center, Kirkland Teen Union Building, City Hall Annex, Heritage Hall, Kirkland Performing Arts Center, and all of the structures at the Maintenance Center. Any facility in this group that has one of these items scheduled to occur from 2013-2018 is included in this request.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Updated projects, project timing, and project costs for City Hall, all Fire Stations, Peter Kirk Community Center, North Kirkland Community Center, Kirkland Teen Union Building, City Hall Annex, Heritage Hall, Kirkland Performing Arts Center, and all of the structures at the Maintenance Center.

<b>POLICY BASIS</b>	<b>METHOD OF FINANCING (%)</b>
Life Cycle Model	Current Revenue 0 %
	Reserve Lifecycle Reserves 100 %
	Grants 0 %
	Other Sources 0 %
	Debt 0 %
	Unfunded 0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	0	0	0	0	0	0	0	0	0	0
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	66,400	105,800	23,300	82,000	96,500	374,000	0	374,000
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	66,400	105,800	23,300	82,000	96,500	374,000	0	374,000
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0012 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	Donna Burris

<b>PROJECT TITLE</b>	FLOORING REPLACEMENTS
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	<i>Some areas of buildings will need to be closed during replacement of floors or the work will be done after hours, when buildings are not open to the public, or when staff has left for the day.</i>
Community economic impacts	<i>N/A</i>
Health and safety, environmental, aesthetic, or social effects	<i>Replacement of worn out flooring will eliminate safety hazards and maintain a reasonable aesthetic standard at all of the City facilities.</i>
Responds to an urgent need or opportunity	<i>Some flooring materials are worn out and need to be replaced. Wood floors are beginning to fail and preventative measures and maintenance cannot sustain the heavy use of these floors any longer.</i>
Feasibility, including public support and project readiness	<i>N/A</i>
Conforms to legal or contractual obligations	<i>N/A</i>
Responds to state and/or federal mandate	<i>Meets state, federal and local building codes.</i>
Benefits to other capital projects	<i>Protection of City assets.</i>
Implications of deferring the project	<i>Deferring flooring replacement will result in a lower aesthetic standard and an increased safety hazard in City facilities.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input checked="" type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0013 103</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	D. Burris/M. Beard

<b>PROJECT TITLE</b>	PUBLIC SAFETY BUILDING PHASE III		
<b>PROJECT LOCATION</b>	11831 120TH AVE NE Located in the Totem Lake area	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		2012	Modified Project

**DESCRIPTION/JUSTIFICATION**

The present City Hall facility, including the Public Safety portion, was originally built in 1982 and expanded in 1994. The 1994 expansion was expected to accommodate ten years of growth. The City Hall facility is now at capacity and departments were relocated to other facilities (505 Market and City Hall Annex) to relieve overcrowding in City Hall. Over the years, the City was able to acquire the properties to the south of City Hall (now rental properties) with the intent of completing a future expansion of the City Hall/Public Safety campus. When the City Council accepted the annexation of Finn Hill, North Juanita and Kingsgate neighborhoods, further studies were conducted to determine how best to provide court, police and jail services. The decision was made to purchase an existing commercial building to design and remodel to fit the needs of police and court services. Design work began in 2011 and will continue through 2012. Construction will begin in 2013.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Design/Permitting, Construction, Internal Professional Services - Updated Project Costs and Project Timeline. Project completion extended by 3 months into 1st Quarter of 2014. \$3,190,087 originally planned in Phase II will be utilized in Phase III. Phase III total project costs updated from \$23,255,000 to \$30,716,352. Projected ongoing O&M costs added.

<b>POLICY BASIS</b>	<b>PRIOR YEAR(S) BUDGET TO ACTUALS</b>	<b>METHOD OF FINANCING (%)</b>	
Current service and/or functional objectives	Budget	\$3,298,187	
	Actual		
	Balance		
		Current Revenue	0 %
		Reserve	17 %
		Grants	0 %
		Other Sources	7 %
		Debt	76 %
		Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	3,196,200	500,000	0	0	0	0	0	500,000	0	3,696,200
In-House Professional Svcs.	102,000	100,000	0	0	0	0	0	100,000	0	202,000
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	23,905,100	0	0	0	0	0	23,905,100	0	23,905,100
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	2,913,100	0	0	0	0	0	2,913,100	0	2,913,100
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	3,298,200	27,418,200	0	0	0	0	0	27,418,200	0	30,716,400
<b>NEW MAINT. AND OPER.</b>	0	0	1,110,200	0	0	0	0	1,110,200	0	1,110,200
<b>NEW FTE</b>	0.00	0.00	1.00	0.00	0.00	0.00	0.00	1.00	0.00	1.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0013 103</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	D. Burris/M. Beard

<b>PROJECT TITLE</b>	PUBLIC SAFETY BUILDING PHASE III
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	<i>Remodeling the facility will have limited impact on the surrounding area. Construction will take approximately 12 months.</i>
Community economic impacts	<i>N/A</i>
Health and safety, environmental, aesthetic, or social effects	<i>This project will consolidate police, jail and municipal court services. The central location is expected to increase efficiency in operations.</i>
Responds to an urgent need or opportunity	<i>City Hall has reached capacity, with inadequate space for some staff and staff being housed at other sites (505 Market &amp; City Hall Annex)</i>
Feasibility, including public support and project readiness	<i>N/A</i>
Conforms to legal or contractual obligations	<i>N/A</i>
Responds to state and/or federal mandate	<i>N/A</i>
Benefits to other capital projects	<i>N/A</i>
Implications of deferring the project	<i>N/A</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>Totem Lake</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input checked="" type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0035 100</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	M. Beard/D. Burris

<b>PROJECT TITLE</b>	CITY HALL RENOVATION		
<b>PROJECT LOCATION</b>	City Hall and properties to the south	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		2012	Modified Project

**DESCRIPTION/JUSTIFICATION**

The present City Hall facility, including the Public Safety portion, was originally built in 1982 and expanded in 1994. The 1994 expansion was expected to accommodate ten years of growth. The City Hall facility is now at capacity and two departments were moved to another facility (505 Market) to relieve overcrowding in City Hall. Over the years, the City was able to acquire the properties to the south of City Hall (now rental properties) with the intent of completing a future expansion of the City Hall/Public Safety campus. It is anticipated that the construction of this project would occur in 2014. After police are relocated to the new Public Safety Building, City Hall will be remodeled to accommodate departments currently in 505 Market and the City Hall Annex.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project cost increased from \$9,000,000 to \$10,000,000 and matches information presented to City Council on 2/10/2012. Project moved from unfunded to funded. Begin pre-design work in October 2012.

<b>POLICY BASIS</b>	<b>PRIOR YEAR(S) BUDGET TO ACTUALS</b>	<b>METHOD OF FINANCING (%)</b>	
Current service and/or functional objectives	Budget	\$166,500	
	Actual		
	Balance		
		Current Revenue	0 %
		Reserve	0 %
		Grants	0 %
		Other Sources	43 %
		Debt	57 %
		Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	166,500	333,500	1,300,000	0	0	0	0	1,633,500	0	1,800,000
In-House Professional Svcs.	0	100,000	100,000	100,000	0	0	0	300,000	0	300,000
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	7,800,000	0	0	0	7,800,000	0	7,800,000
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	50,000	50,000	0	0	0	100,000	0	100,000
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	166,500	433,500	1,450,000	7,950,000	0	0	0	9,833,500	0	10,000,000
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0035 100</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	M. Beard/D. Burris

<b>PROJECT TITLE</b>	CITY HALL RENOVATION
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	<i>The construction of the facility will impact City Hall campus and surrounding neighborhood. Construction will take approximately 18 months and will potentially cause traffic impacts and neighborhood disruptions.</i>
Community economic impacts	<i>N/A</i>
Health and safety, environmental, aesthetic, or social effects	<i>N/A</i>
Responds to an urgent need or opportunity	<i>City Hall has reached capacity, with inadequate space for some staff and staff being housed at other sites (505 Market Building).</i>
Feasibility, including public support and project readiness	<i>N/A</i>
Conforms to legal or contractual obligations	<i>N/A</i>
Responds to state and/or federal mandate	<i>N/A</i>
Benefits to other capital projects	<i>N/A</i>
Implications of deferring the project	<i>Deferring this project will have impacts on the staff operating in substandard space.</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>Norkirk</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input checked="" type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0039 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	K. Nalder/D. Burris

<b>PROJECT TITLE</b>	CONSOLIDATED FIRE STATION NO 25		
<b>PROJECT LOCATION</b>	The new Fire Station will be located through a siting analysis.	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		2011	Modified Project

**DESCRIPTION/JUSTIFICATION**

The construction of the new fire station in Finn Hill will replace Stations 24 and 25 which currently serve that area. The consolidation will provide operational savings, while still providing acceptable response times to a larger portion of the District.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Location previously noted as Big Finn Hill Park. Currently, the project is undergoing a siting analysis to determine a final location. Updated 2013 project cost to match available other funding from Fire District 41, total cost decreased from \$5.5M to \$5.23M.

<b>POLICY BASIS</b>	<b>PRIOR YEAR(S) BUDGET TO ACTUALS</b>	<b>METHOD OF FINANCING (%)</b>	
Current service and/or functional objectives	Budget	\$1,368,000	
	Actual	\$27,939	
	Balance	\$1,340,061	
		Current Revenue	0 %
		Reserve	0 %
		Grants	0 %
		Other Sources	\$1,230,000 24 %
		Debt	\$4,000,000 76 %
		Unfunded	0 %

<b>CAPITAL COSTS</b>	Prior Year(s)	2013	2014	2015	2016	2017	2018	<b>2013-2018 TOTAL</b>	Future Year(s)	<b>Total Project</b>
Planning/Design/Engineering	1,368,000	0	0	0	0	0	0	0	0	1,368,000
In-House Professional Svcs.	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0
Construction	0	3,862,000	0	0	0	0	0	3,862,000	0	3,862,000
Computer Hardware/Software	0	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0	0
Other Services	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	1,368,000	3,862,000	0	0	0	0	0	3,862,000	0	5,230,000
<b>NEW MAINT. AND OPER.</b>	0	0	0	0	0	0	0	0	0	0
<b>NEW FTE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>GG 0039 000</b>
<b>DEPARTMENT</b>	Public Works
<b>DEPARTMENT CONTACT</b>	K. Nalder/D. Burris

<b>PROJECT TITLE</b>	CONSOLIDATED FIRE STATION NO 25
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	<i>Construction of the Fire Station will take approximately 30 months and will potentially cause traffic impacts and neighborhood disruptions.</i>
Community economic impacts	<i>Fire Station 25 will allow for the consolidation of stations 24 &amp; 25 which will result in operational savings.</i>
Health and safety, environmental, aesthetic, or social effects	<i>Acceptable emergency response times will be provided to a larger portion of the district.</i>
Responds to an urgent need or opportunity	<i>N/A</i>
Feasibility, including public support and project readiness	<i>N/A</i>
Conforms to legal or contractual obligations	<i>Resolution 237, Interlocal Agreement between the City of Kirkland and King County Fire Protection District No 41 regarding the annexation of District Territory by the City.</i>
Responds to state and/or federal mandate	<i>N/A</i>
Benefits to other capital projects	<i>N/A</i>
Implications of deferring the project	<i>N/A</i>
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>Finn Hill</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

Unfunded  
General Government  
Projects



**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0401 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	UTILITY BILLING/CASHIERING SYSTEM REPLACEMENT		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Undetermined	Existing Project

**DESCRIPTION/JUSTIFICATION**

The estimated system life in current long-term systems replacement planning is ten years. Since real life often results in systems lasting a different amount than ten years, we will carefully analyze when is the correct time for replacement next time we prepare a six-year CIP. At the moment, the system and the vendor are both working well. This project should be linked with the scheduled project to replace the Finance System since many vendors offer both Finance and utility billing systems.

The utility billing system manages utility accounts for water, sewer, and other metered services, produces bills, and manages the payment cycle. This complex system accepts payment via cash or check (mail or in-person), via direct transfer from a bank account, or via the web.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project numbering convention for technology projects has changed and project costs and timing have been updated.

**POLICY BASIS**

IT Strategic Plan

**METHOD OF FINANCING (%)**

Current Revenue	0 %
Reserve	0 %
Grants	0 %
Other Sources	0 %
Debt	0 %
Unfunded	100 %

<b>CAPITAL COSTS</b>	<b>COSTS TO BE FUNDED</b>
Planning/Design/Engineering	91,700
In-House Professional Svcs.	0
Land Acquisition	0
Construction	0
Computer Hardware/Software	400,000
Equipment	0
Other Services	0
<b>Total</b>	491,700
<b>NEW MAINT. AND OPER.</b>	120,000
<b>NEW FTE</b>	1.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0401 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	UTILITY BILLING/CASHIERING SYSTEM REPLACEMENT
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	
Feasibility, including public support and project readiness	<i>Improve public utilities service by replacing an aging system with one that can better and more efficiently handle our expanding customer base.</i>
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	
Implications of deferring the project	
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	<p>Name of Neighborhood(s) in which located: <i>City-wide</i></p> <p>Is there a specific reference to this project or land use in the immediate vicinity?</p> <p>How does the project conform to such references?</p> <p>Attachments: <input type="checkbox"/> (Specify)</p>
<b>LEVEL OF SERVICE IMPACT</b>	<p><input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation).</p> <p><input type="checkbox"/> Project provides new capacity. Amount of new capacity provided:</p> <p><input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service.</p> <p><input type="checkbox"/> Project required to meet concurrency standards.</p>

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0501 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Shelli Craig

<b>PROJECT TITLE</b>	POLICE PROACTIVE UNIT NCIC HANDHELD COMPUTERS		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Undetermined	Existing Project

**DESCRIPTION/JUSTIFICATION**

Handheld devices to run National Crime Information Center (NCIC) and Washington Crime Information Center (WACIC) checks for proactive officers in the field. More portable and less conspicuous for officers that may be working undercover a significant portion of the time and can be installed on many types of mobile devices which could also get email and work as a cell phone.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project numbering convention for technology projects has changed and project costs and timing have been updated.

<b>POLICY BASIS</b>	<b>METHOD OF FINANCING (%)</b>	
IT Strategic Plan	Current Revenue	0 %
	Reserve	0 %
	Grants	0 %
	Other Sources	0 %
	Debt	0 %
	Unfunded	100 %

<b>CAPITAL COSTS</b>	<b>COSTS TO BE FUNDED</b>
Planning/Design/Engineering	0
In-House Professional Svcs.	0
Land Acquisition	0
Construction	0
Computer Hardware/Software	0
Equipment	52,000
Other Services	0
<b>Total</b>	52,000
<b>NEW MAINT. AND OPER.</b>	4,500
<b>NEW FTE</b>	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0501 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Shelli Craig

<b>PROJECT TITLE</b>	POLICE PROACTIVE UNIT NCIC HANDHELD COMPUTERS
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	<i>Will help Police Officers to be better equipped and have better information in the field</i>
Responds to an urgent need or opportunity	
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	
Implications of deferring the project	
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	<p>Name of Neighborhood(s) in which located:</p> <p>Is there a specific reference to this project or land use in the immediate vicinity?</p> <p>How does the project conform to such references?</p> <p>Attachments: <input type="checkbox"/> (Specify)</p>
<b>LEVEL OF SERVICE IMPACT</b>	<p><input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation).</p> <p><input type="checkbox"/> Project provides new capacity. Amount of new capacity provided:</p> <p><input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service.</p> <p><input type="checkbox"/> Project required to meet concurrency standards.</p>

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0701 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	FLEET MANAGEMENT SYSTEM REPLACEMENT		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Undetermined	Existing Project

**DESCRIPTION/JUSTIFICATION**

The estimated system life in current long-term systems replacement planning is ten years. Since real life often results in systems lasting a different amount than ten years, we will carefully analyze whether or not this is the correct time for replacement the next time we prepare a six-year CIP. At the moment, the system and the vendor are both working well. The fleet management system is used to keep track of our vehicle inventory, parts inventory, repairs, and work in process in the fleet shop.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project numbering convention for technology projects has changed and project costs and timing have been updated.

<b>POLICY BASIS</b>	<b>METHOD OF FINANCING (%)</b>	
IT Strategic Plan	Current Revenue	0 %
	Reserve	0 %
	Grants	0 %
	Other Sources	0 %
	Debt	0 %
	Unfunded	100 %

<b>CAPITAL COSTS</b>	<b>COSTS TO BE FUNDED</b>
Planning/Design/Engineering	0
In-House Professional Svcs.	0
Land Acquisition	0
Construction	0
Computer Hardware/Software	80,000
Equipment	0
Other Services	0
<b>Total</b>	80,000
<b>NEW MAINT. AND OPER.</b>	0
<b>NEW FTE</b>	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0701 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	FLEET MANAGEMENT SYSTEM REPLACEMENT
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	<i>System provides data to effectively manage City's Fleet costs.</i>
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	
Implications of deferring the project	
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0802 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	RECREATION REGISTRATION SYSTEM REPLACEMENT		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Undetermined	Existing Project

**DESCRIPTION/JUSTIFICATION**

The recreation registration system and the vendor are both working well for their core functions, although the vendor has been lagging in some key compliance items such as PCI compliance. This system is tightly tied to the eCityGov Alliance's MyParksandRec.com and replacement timing may be affected by the eCityGov board. A study is being undertaken by eCityGov in 2008/2009.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

<b>POLICY BASIS</b>	<b>METHOD OF FINANCING (%)</b>
IT Strategic Plan	Current Revenue 0 %
	Reserve 0 %
	Grants 0 %
	Other Sources 0 %
	Debt 0 %
	Unfunded 100 %

<b>CAPITAL COSTS</b>	<b>COSTS TO BE FUNDED</b>
Planning/Design/Engineering	0
In-House Professional Svcs.	0
Land Acquisition	0
Construction	0
Computer Hardware/Software	83,000
Equipment	0
Other Services	0
<b>Total</b>	83,000
<b>NEW MAINT. AND OPER.</b>	0
<b>NEW FTE</b>	0.00

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0802 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	RECREATION REGISTRATION SYSTEM REPLACEMENT
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	
Responds to an urgent need or opportunity	
Feasibility, including public support and project readiness	
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	
Implications of deferring the project	
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	<p>Name of Neighborhood(s) in which located: <i>City-wide</i></p> <p>Is there a specific reference to this project or land use in the immediate vicinity?</p> <p>How does the project conform to such references?</p> <p>Attachments: <input type="checkbox"/> (Specify)</p>
<b>LEVEL OF SERVICE IMPACT</b>	<p><input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation).</p> <p><input type="checkbox"/> Project provides new capacity. Amount of new capacity provided:</p> <p><input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service.</p> <p><input type="checkbox"/> Project required to meet concurrency standards.</p>

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0902 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	CUSTOMER RELATIONSHIP MANAGEMENT SYSTEM		
<b>PROJECT LOCATION</b>	City-wide	<b>PROJECT START</b>	<b>PROJECT STATUS</b>
		Undetermined	Existing Project

**DESCRIPTION/JUSTIFICATION**

Currently, when citizens contact the City of Kirkland, they must be able to determine who to contact about what issue. A customer relationship management system (CRM) will provide a single point of contact for citizens - the same number to call for a pothole, a complaint about a dog off a leash, or a question about a street project. A CRM system requires significant business process alignment and highly integrated back-end systems.

**REASON FOR MODIFICATION (WHERE APPLICABLE)**

Project numbering convention for technology projects has changed and project costs and timing have been updated.

<b>POLICY BASIS</b>	<b>METHOD OF FINANCING (%)</b>	
IT Strategic Plan	Current Revenue	0 %
	Reserve	0 %
	Grants	0 %
	Other Sources	0 %
	Debt	0 %
	Unfunded	100 %

<b>CAPITAL COSTS</b>	<b>COSTS TO BE FUNDED</b>
Planning/Design/Engineering	0
In-House Professional Svcs.	95,000
Land Acquisition	0
Construction	0
Computer Hardware/Software	319,000
Equipment	0
Other Services	0
<b>Total</b>	<b>414,000</b>
<b>NEW MAINT. AND OPER.</b>	<b>0</b>
<b>NEW FTE</b>	<b>0.00</b>

**CITY OF KIRKLAND  
CAPITAL IMPROVEMENT PROGRAM  
2013 TO 2018**

<b>PROJECT #</b>	<b>IT 0902 000</b>
<b>DEPARTMENT</b>	Information Technology
<b>DEPARTMENT CONTACT</b>	Brenda Cooper

<b>PROJECT TITLE</b>	CUSTOMER RELATIONSHIP MANAGEMENT SYSTEM
<b>CRITERIA</b>	<b>PROJECT IMPACTS (RESPOND TO ALL SECTIONS WHICH APPLY)</b>
Amount of public disruption and inconvenience caused	
Community economic impacts	
Health and safety, environmental, aesthetic, or social effects	<i>A CRM system can enhance the citizens feelings of connectedness in their community (will close the loop on communication, so that a citizen who reports a pothole will know it has been fixed) and safety (it increases the transparency of all our operations) and will save time (they will have a one-stop place to contact city staff).</i>
Responds to an urgent need or opportunity	
Feasibility, including public support and project readiness	<i>Larger cities such as New York and Baltimore have had significant success implementing CRM systems. They are beginning to be deployed in medium-sized cities as well with the technology and best practices becoming well-enough developed to make successful implementation possible.</i>
Conforms to legal or contractual obligations	
Responds to state and/or federal mandate	
Benefits to other capital projects	
Implications of deferring the project	
<b>CONFORMANCE WITH ADOPTED COMPREHENSIVE PLAN</b>	Name of Neighborhood(s) in which located: <i>City-wide</i> Is there a specific reference to this project or land use in the immediate vicinity? How does the project conform to such references? Attachments: <input type="checkbox"/> (Specify)
<b>LEVEL OF SERVICE IMPACT</b>	<input type="checkbox"/> Project provides no new capacity (repair, replacement or renovation). <input type="checkbox"/> Project provides new capacity. Amount of new capacity provided: <input checked="" type="checkbox"/> Project assists in meeting/maintaining adopted level of service. <input type="checkbox"/> Project required to meet concurrency standards.