

The County of Maui's Capital Improvement Program (CIP) is a six-year plan which projects the public infrastructure needs of the community. This document provides the citizens of Maui County with the Mayor's Fiscal Year (FY) 2013 – 2018 Proposed CIP plan with the fiscal year beginning July 1, 2012 and continuing through the fiscal year ending June 30, 2018.

The CIP includes projects that are underway or planned for the future. While the CIP covers a 6-year planning horizon, this document is updated annually to reflect ongoing changes as projects are added, existing projects are modified, and completed projects are withdrawn from the CIP plan.

What is a Capital Project?

Maui County Code Chapter 3.04.010 defines a capital improvement as *“a permanent improvement or betterment as distinguished from ordinary repair or current maintenance.”*

A capital project is a project to construct either new facilities, significant, long-term renovation to existing facilities, or purchase specialized, long-life equipment. Grants made by other non-County entities (i.e. state, federal, or private) to fund capital projects for the County are also included in the capital budget. The grant funds estimated to be appropriated for capital projects must not be included in the Grant Revenue submission.

Currently, the County Charter and County Code do not have any provisions on the threshold amount for a project to be qualified as a capital project. Depending on its cost, size, and scope, a project may be funded in the department's operating or capital budget. There are many factors that affect how a capital project is funded and administered. Bonds or loans may only be used to fund projects included the capital budget.

Impact on the Operating Budget

One of the integral parts of a capital improvement program plan is ensuring the availability of funds to support any additional, on-going operating and maintenance costs that are anticipated when a project has been completed. These costs include additional staffing, maintenance, non-maintenance expenses and non-capital equipment. The operating impact is addressed in the CIP through the inclusion of anticipated impacts on the County operating budget in each project narrative. Each narrative in the project sheet includes a section entitled “Operation Impact Narrative”, which describes the operating impacts of a capital project.

Project Prioritization

In the past, a capital project was prioritized based on the priority number assigned by the department to each of their proposed capital projects. During the preparation of the FY 2013-FY 2018 CIP, the Budget Office established a prioritization method, in addition to the department's priority number. This prioritization method allows for a capital expenditure strategy that enables the County to provide appropriate facilities for its employees and customers, and to manage future costs.

All capital projects recommended by the CIP Coordinator to be included in the FY 2013-FY 2018 CIP were further analyzed by the Budget Office and scored based upon various criteria. This score is designed to measure both the overall need for a project and the relative urgency of a project. This score is not a substitute for the decision-making process to be undertaken by the Mayor, and the County Council. It is however, an attempt to define some basic evaluation criteria that can be applied against countywide, competing requests and become one of the many factors in the overall decision-making process.

Introduction

Capital Improvement Program Overview

Guidelines to the Capital Project Sheet

As a guide to reading the project sheets, listed below are the terms and symbols that are used. Each capital project included in the Mayor’s FY 2013 - FY 2018 Proposed CIP has a project sheet, which describes detailed information about the project, its linkage to the strategic plans and financial information. An example is shown below.

Each project sheet contains the following components:

Project Name: This is a descriptive name of the project to provide the reader with some basic information about the project.

CBS No.: This is a unique identification number assigned to the project for tracking and Capital Budget System (CBS) purposes.

Department Name: This is the name of the department who will be responsible managing the proposed capital project.

District: One of eight community districts within Maui County: Hana, Paia-Haiku, Makawao-Pukalani-Kula, Wailuku-Kahului, Kihei-Makena, West Maui, Lanai and Molokai. A designation of Countywide indicates the project money benefits or is used in more than one district.

Project Type: Maui County has eight different project types, which are described in detail below:

- Drainage:** projects include road drainage and gulch improvements and drainage master plans.
- Government Facilities:** projects include construction, improvements, or repairs to facilities such as fire and police stations, youth centers, base yards, historic sites and other general government facilities.
- Other:** projects include capital projects for the county that are not classified project types and for capital equipment related projects.
- Parks and Recreation:** projects include playing field construction, gym improvements, swimming pool construction and repair, and court resurfacing.
- Road Improvements:** projects include new construction, resurfacing, safety improvements, bikeways, sidewalks, and bridge repair and maintenance.
- Sanitation:** projects include landfill facility expansion and closure and composting/recycling projects.
- Sewer:** projects include pump station improvements, facility upgrades, and transmission system improvements.

County of Maui
Fiscal Year 2013-2018 Capital Improvement Program

Project Name: Bus Stops and Shelters CBS No: CBS-1039
 Department: Department of Transportation District: Countywide Project Type: Government Facilities
 Anticipated Life: 20 years

Prior Years	Current Appr	Ensuing	Subsequent Years					Total
Expend/Encb	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	6-Year
0	200,000	1,200,000	1,200,000	1,200,000	1,100,000	600,000	600,000	5,900,000

PROJECT DESCRIPTION

This project is to continue the implementation of infrastructure construction to provide safe, comfortable and convenient transit facilities for the safety of the members of the community who use public transportation.

PROJECT JUSTIFICATION

This project will help remove barriers and possible risks associated with bus stops and increase the overall ridership of public transit. The infrastructure will also address the ADA requirements that are needed at the existing bus stops. The cost of improving each bus stop will vary based on its unique set of conditions.

STRATEGIC PLAN ALIGNMENT

Department's Strategic Plan	Countywide Priority Results
The legislative directives that have helped to frame the County of Maui Department of Transportation strategies are taken directly from the County Charter, the County of Maui Short Range Transit Plan, the Focus Maui Nui priority to improve transportation by working to reduce traffic, improve goals, and/or adopt public transportation and also the Key Priorities established by the Mayor which are to provide suitable public infrastructure and provide for a prepared, safe and livable county.	A Prepared, Safe, and Livable County A Healthy and Sustainable Community

Operating Impact Narrative

Overall, this would add to the departments operations budget, not more than \$1,000 per shelter. That would include maintenance and repair.

FUNDING DETAILS

Phase Description	Fund Code	Current Appr	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Design	HF	0	200,000	200,000	200,000	100,000	100,000	100,000
New Construction	FD	0	1,000,000	0	0	0	0	0
New Construction	GB	0	0	1,000,000	1,000,000	1,000,000	500,000	500,000
New Construction	HF	200,000	0	0	0	0	0	0



Schedule of Activities

Activity	Start	End	Amount
Design			900,000
New Construction			5,000,000
Total Capital Project Costs			5,900,000
Total O&M Costs			222,000
Total Capital & Operating Costs			6,122,000

Methods of Financing (Ensuing + 5 Years)

Funding Source	Amount
Federal Fund	1,000,000
General Obligation Fund	4,000,000
Highway Fund	900,000
Total Funding Requirements	5,900,000

8. **Water Supply:** projects include construction, repair, and maintenance of facilities and infrastructure of water utility.

Anticipated Life Cycle: This is the anticipated life cycle of the proposed capital project.

Project Description: Describes the project being proposed, the type of work will be done and other relevant information regarding the project.

Project Justification: Justifies the need for the proposed project and describes the major benefits or reasons why this project is required. It includes information about relieving current inadequacies, meeting new and/or increase service demands, benefits to the environment, health and safety issues, etc.

Strategic Plan Alignment: This section identifies the linkage of a proposed project to the department's strategic plan, the Mayor's vision, and the County's General Plan or Island Plans.

Operating Impact Narrative: Defines the potential project impact on the annual operating budget for the departments. It includes items such as changes in staffing levels, anticipated expenses for salaries, operations, maintenance and utility.

Start/End Date: Dates each project phase is anticipated to be started and completed.

Project Phase: Each capital project includes estimated project costs in the following phases:

1. **Acquisition-Land or Building:** This category covers all aspects of the project associated with or incidental to the acquisition of any interest in land or building required in connection with the project, including appraisal necessary for the acquisition.
2. **Planning:** This phase of a project includes feasibility studies, environmental assessments/impact statements, and permitting.
3. **Design:** This phase of a project includes topographic surveys, development of plans and specifications, and preparation of cost estimates.
4. **New Construction:** New construction project is a single undertaking involving construction of one or more facilities. Included in the project are: all work necessary to accomplish a specific purpose and produce a complete and usable new structure; the equipment installed and made part of the facility; and site development. New construction includes:
 - Construction of or site work for a new plant, including erection, installation, or assembly of a new building, structure, or utility system.
 - Any addition, expansion, or extension to a structure that adds to its overall exterior dimensions.
 - Complete replacement of a facility that, because of age, hazardous conditions, obsolescence, structural and building safety conditions or other causes, is beyond the point where it may be economically repaired or renovated and can no longer be used for its designated purpose.
5. **Renovations:** Renovations include:
 - Alteration of interior space arrangement and other physical characteristics, such as utilities, so that the structure may be more effectively used for its present designated functional purpose.
 - Conversion of interior arrangement and other physical characteristics, such as utilities and fix equipment installed on and made a part of the facility or structure, so that an existing structure may be effectively utilized for a new functional purpose.
 - Renovation of most or all of a facility or structure or an existing mechanical system to comply with current building code requirements or to modernize it so that it may be more effectively used for its designated functional purpose.

- Restoration of a facility or structure to the maximum extent possible to its former or original state (historic property).
 - Relocation from one site to another of a facility or structure either by moving it intact or by disassembling it and subsequently reassembling it.
 - Major repair to restore a facility, mechanical system, or utility system to a condition that allows it to continue to be appropriately used, including the reprocessing or replacement of parts or materials that have deteriorated by action of the elements or “wear and tear” in use.
6. **Furniture, Fixture, and Equipment:** Equipment is a tangible resource of a permanent or long-term nature used in an operation or activity.
 7. **Other:** Any additional costs (i.e. construction management services) associated with this project, which do not fit one of the preceding categories, should be provided. A brief description of the cost should be provided.

Funding Code: Project funding is identified as potential sources for proposed projects for planning purposes. The source codes on the project sheet indicates the following:

BW	Bikeway Fund
GB	General Obligation Bond issues secured by the county’s General Fund
GF	General Fund
FD	Federal funds, usually related to highway and public transportation system projects. Generally, federal funds are provided at the rate of \$4 to \$1 County match for the construction portion of qualifying projects
HF	Highway Fund
LBF	Lapsed Bond funds are proceeds from the issuance of general obligation bonds that lapse six months after the end of the fiscal year
OG	Other grant fund sources not identified in other funding codes
PA	Park assessment is land, or funds in lieu of land, that is dedicated or paid to the county as a condition of the approval of a subdivision. The funds may be used for the purpose of providing parks and playgrounds
SRF	State Revolving Loan Fund for Water and Wastewater projects
ST	State funded projects
SW	Solid Waste Fund
WF	Wastewater Fund
WR	Restricted Water Supply Fund
WU	Unrestricted Water Supply Fund