

CAPITAL IMPROVEMENT PROGRAM
City of Missoula CIP Project Request/Update Form FY 2021 - 2025

Department Listing		New or Update	Required	Delay	Project Title	
1	of 1	New	Is this project Required?	Can project be delayed?	Financial Management & Reporting Software	
Project Rating	Department Central Services		Yes	No		
Required	Finance/Treasurer	Is the project APPROVED for Fiscal Year 2021?			FUNDED?	

Summary Description and rationale of project and funding sources:

Current Financial Management and Reporting Software has been in use since 2001. This software is outdated and does not produce useful reports for management. This software may also lose support services soon as current provider is focusing on newer systems.

History & Current Status: Impact if Cancelled or Delayed

Possibility of losing support services

Are there any site requirements/ Potentially Affected Interest (PAI) Coordination:

There will be a transition period as the old software is converted to the new software.

How is this project going to be funded:

Funding Source	Yr. 1. budget	Unappropriated subsequent years				
		FY2021	FY2022	FY2023	FY2024	FY2025
Debt Service	950,000					
Impact Fees		Impact Fees				
Type	Approval	Date	Amount	Amounts		
	\$ 950,000	\$ -	\$ -	\$ -	\$ -	\$ -

How is this project going to be spent:

Budgeted Funds	Accounting Code	Prior Year Expenses	FY2021	FY2022	FY2023	FY2024	FY2025
A. Land		-					
B. Construction		-					
C. Contingencies		-					
D. Design & Engineering		-					
E. Construction Mgmt		-					
F. Percent for Art		-					
G. Equipment Costs	4011.390.411302.940.000	300,953	950,000				
H. Other		-					
		300,953	950,000	-	-	-	-

Is this equipment prioritized on an equipment replacement schedule? **No**

Is there going to be ongoing Operating and/or Maintenance costs upon completion of the project? **Yes**

(account for operational savings and/or reduction in current budget of previous operating/maintenance charges)

Expense Object	Accounting Code	FY2021	FY2022	FY2023	FY2024	FY2025
A Personnel						
B Supplies						
C Purchased Services	1000.240.410510.360.000	65,000	65,000	65,000	65,000	65,000
D Fixed Charges						
E Capital Outlay						
F Debt Service						
G (Operational Savings)	1000.240.410510.360.000	(59,535)	(59,535)	(59,535)	(59,535)	(59,535)
		5,465	5,465	5,465	5,465	5,465

NOTE: Approval of the CIP does not indicate approval of the ongoing operating and maintenance costs. Those costs must be submitted as a "New Request" in the regular budget process. This will ensure the coordination exists between the CIP and the new request

Description of additional operating budget impact:

Responsible Person:	Responsible Department:	Date Submitted to Finance	Today's Date and Time	Preparer's Initials
	Central Services			