



CITY OF CUPERTINO
Parks and Recreation Commission
Capital Improvement Project (CIP) Ranking Criteria and Response Document

Project Information

Department:	[Insert Department Name]
Prepared by:	[Insert Name of Preparer]
Project Number:	[Insert Project number]
Project Name:	[Insert Project name]
Legal Mandate or Statutory Requirement?	[Yes/No-If yes, please describe]
Note: If the project is a result of a legal mandate or statutory requirement, there is no need to complete this ranking criteria	
Please describe:	

Instructions

1. All criteria are rated on a point scale (see specific scale for each criterion below).
2. Describe reasons for rating given the point matrix descriptions.
3. Use whole numbers only.

Point Matrix Description

<u>Ranking</u>	<u>Ranking Guidance</u>
High (70%-100%)	Project will substantially contribute to all subfactors of the category
Medium (30%-70%)	Project will substantially contribute to only a few subfactors and contribute some or none to the remaining subfactors
Low (0%-30%)	Project will not contribute substantially to any subfactor and contribute some of all or some subfactors

Criteria

1. **Funded by grants and/or outside funding sources > up to 15 points**
 - CIP project contains grant funding and/or establishment of a CIP project is a prerequisite for outside funding. Percentage of grants/outside funding and appropriateness of project should be considered.

<u>Points</u>	<u>Description and Reference of Grant</u>

2. Mitigates community health and safety issue > up to 20 points

- Safeguard and/or improves the health, welfare or safety of Cupertino residents
- Improve Cupertino’s emergency preparedness/readiness

<u>Points</u>	<u>Justification for Points Awarded</u>

3. Improves/maintains city facilities or infrastructure > up to 15 points

- Develops, upgrades, and enhance City’s infrastructure
- Provides preventive maintenance of current infrastructure (facility, building, roads)
- Improve City’s IT tools and technology that improves access and organization, storage, analysis and presentation of the City’s information

<u>Points</u>	<u>Justification for Points Awarded</u>

4. Improve city operations/service delivery > up to 15 points

- Improves cost/time efficiency of City’s operations
- Improves response times and/or saves time/money for customers
- Improves the City’s ability to provide high quality services
- Enhance business processes, communication, and efficiency amongst City staff and between external customers and the City
- Enhances technical proficiency of City staff technology users and expertise of IT staff
- Increases transparency of City government and access to information through better communication with residents and other stakeholders
- Improves the ability of staff to make decisions

<u>Points</u>	<u>Justification for Points Awarded</u>

5. Supports and furthers City Council’s vision and adopted plans > up to 15 points

- Recommended part of the Comprehensive Plan which contains City’s official policies on land use and community design, transportation, natural environment, business and economics, and community services

<u>Points</u>	<u>Justification for Points Awarded</u>

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6. Improves and Enhances Community Livability > up to 20 points

- Benefits a large number of residents
- Provides other benefits such as education, recreation, open space, community livability (e.g. regional connector)
- Reflects emerging community needs and changing demographics
- Promotes sustainability

<u>Points</u>	<u>Justification for Points Awarded</u>

Points Awarded: _____
 Maximum possible points: 100

DRAFT