

TETON COUNTY, WYOMING
FY 2017-2021 CAPITAL IMPROVEMENT PLAN

DEPARTMENT:	ISWR Operating Fund 30		STRATEGIC PLAN GOAL:	
PROJECT TITLE:	Phases 1 & 2-Recycling Center/ISWR Office Improvements (Planning, CONSTRUCTION, paving, landscaping) Final cost TBD by contract			
PROJECT STATUS:	New Project			
START/FINISH DATE:	May 2016	Nov 2017		

PROJECT MANAGER: Heather Overholser

DEPARTMENT PRIORITY: High

Note: Be sure to complete Project Cost Spreadsheets associated with the project request. In addition, include any other graphics that describe the project (i.e. site plan, map, etc.)

Project Description:

Plan and construct addition to recycling center in two phases, including improved public reception area, ISWR offices, commodity storage and operational workspace to improve public service and safety, and staff working conditions. Project will also include grading and paving the parking area, and landscaping. Summary of Improvements:

- Component #1 (FYs 2016 and 2017) – Administrative Space – A two-story addition on west side of building for customer service/reception, staff breakroom, restrooms, offices and conference (2800 SF).
- Component #2 (FYs 2016 and 2017) – Recycling Shop - An enclosed portion of the existing loading dock to provide a “shop” area for operations staff and tool/equipment storage (558 SF).
- Component #3 (FYs 2017 and 2018) – Residential Drop-Off - A screened and covered outdoor residential recycling area adjacent to the facility entrance, which also screens air exchange unit on the west side (1000 SF).
- Component #4 (FYs 2017 and 2018) – Dry Storage – A fully enclosed, unheated addition on the North West side of the building for baled commodity storage (1375 SF).

This project will dramatically improve staff working conditions and public access/service, as well as increase recycling efficiency and productivity. In addition, once the entire project is approved and components #3 and #4 are constructed, the additional operational and storage space will further strengthen ISWR’s ability to maximize the collection and marketing of recyclable commodities, saving money for Teton County and its residents on landfill fees (\$15/ton net cost of recycling vs. over \$100/ton cost to landfill).

Project Justification (Including Relationship to Strategic Goals):

The level of community recycling participation has outgrown the current facility's capacity and the overall ISWR program has grown to a point at which the existing office cannot accommodate the administrative staff. This ISWR facility improvement project is also necessitated by the 2009 integration of Jackson Community Recycling and Teton County Solid Waste to form a more efficient division within County Engineering. In addition, the proposed expansion to the facility will allow for future program growth. Paving and landscaping will be required once the facility additions are constructed.

Method for Estimating Cost:

CTA Architects 50% Estimate December 2015 Including 15% contingency. FY17 includes 80% of admin and shop construction (2016 Construction season) and 50% of phase 3&4 construction (2017 construction season) and landscaping in spring 2017

Project Status (As of January 1, 2016):

As of January 1, 2016, this project will likely have approved Teton County DEV and CUP permits and have 90% construction documents and cost estimates from CTA; staff will be preparing to go to bid in February, with a project start date of May 2016.

Lifespan/Replacement Cycle and Other Special Considerations (Future Expansion/Special Features/Etc.):

Lifespan of the facility improvements should be at least 25 years; future expansion/improvements may include the installation of a sort system to allow for commingled recycling collection and processing around 2025.

TETON COUNTY, WYOMING
FY 2017-2021 CAPITAL IMPROVEMENT PLAN

Note: Blue Shaded areas calculate automatically

EXPLANATION OF COST ESTIMATES:	PRIOR	FY 16/17 COST	FY 17/18 COST	FY 18/19 COST	FY 19/20 COST	FY 20/21 COST	TOTAL
COST CATEGORY							
<u>Planning/Design</u>							
1 CTA Architects Engineers	\$89,257	\$32,426	\$6,000				\$127,683
2							\$0
3							\$0
4							\$0
5							\$0
6							\$0
7							\$0
Planning/Design Total	\$89,257	\$32,426	\$6,000	\$0	\$0	\$0	\$127,683
<u>Site Acquisition Costs</u>							
1 N/A							\$0
2							\$0
3							\$0
4							\$0
5							\$0
Site Acquisition Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>Improvements</u>							
1 Addition/Expansion/Landscaping	\$250,000	\$1,227,060	\$186,137				\$1,663,197
5							\$0
6							\$0
7							\$0
8							\$0
9							\$0
10							\$0
11							\$0
12							\$0
Improvements Total	\$250,000	\$1,227,060	\$186,137	\$0	\$0	\$0	\$1,663,197
<u>Equipment</u>							
2							\$0
3							\$0
4							\$0
5							\$0
6							\$0
7							\$0
Equipment Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>Other</u>							
1							\$0
2							\$0
3							\$0
4							\$0
5							\$0
6							\$0
7							\$0
Other Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTAL, PROJECT COSTS	\$339,257	\$1,259,486	\$192,137	\$0	\$0	\$0	\$1,790,880

TETON COUNTY, WYOMING
FY 2017-2021 CAPITAL IMPROVEMENT PLAN

Note: Blue Shaded areas calculate automatically

ANNUAL ADDITIONAL OPERATING COSTS	FY 16/17 COST	FY 17/18 COST	FY 18/19 COST	FY 19/20 COST	FY 20/21 COST	TOTAL
Personnel Costs	\$20,794	\$64,255	\$66,183	\$68,168	\$70,213	\$289,613
Operating Costs	\$8,700	\$8,918	\$9,140	\$9,369	\$9,603	\$45,730
Capital Expenditures	\$50,000	\$0	\$0	\$3,000	\$0	\$53,000

Subtotal - Operating Costs	\$79,494	\$73,173	\$75,323	\$80,537	\$79,816	\$388,343
-----------------------------------	-----------------	-----------------	-----------------	-----------------	-----------------	------------------

Less Savings/Fees/Revenues	\$79,494	\$73,173	\$75,323	\$80,537	\$79,816	\$388,343
-----------------------------------	-----------------	-----------------	-----------------	-----------------	-----------------	------------------

Net Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------	------------	------------	------------	------------	------------	------------

FTE's Added	1	0	0	0	0	1
--------------------	----------	----------	----------	----------	----------	----------

ADDITIONAL NOTES & COMMENTS

FY 16/17	Addition of an Office Assistant at \$20,794 (four months (March-June 2017) including benefits); Operating costs include electricity and natural gas for the addition (\$3,500) + cleaning (\$5200); FFE is included as a one-time capital expense.
FY 17/18	Added 3% for personnel (Office Assistant - FTE - year-round, including benefits) and 2.5% for operating costs.
FY 18/19	Added 3% for personnel and 2.5% for operating costs.
FY 19/20	Added 3% for personnel and 2.5% for operating costs; 2 additional cubicles.
FY 20/21	Added 3% for personnel and 2.5% for operating costs.
ADDITIONAL NOTES	

TETON COUNTY, WYOMING
FY 2017-2021 CAPITAL IMPROVEMENT PLAN

Note: Blue shaded areas calculate automatically

PROJECT ITEMS	BUDGET TO-DATE	FY 16/17 COST	FY 17/18 COST	FY 18/19 COST	FY 19/20 COST	FY 20/21 COST	TOTAL PROJECT COST
Planning /Design	\$89,257	\$32,426	\$6,000	\$0	\$0	\$0	\$127,683
Site Acquisition Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$250,000	\$1,227,060	\$186,137	\$0	\$0	\$0	\$1,663,197
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL PROJECT COST	\$339,257	\$1,259,486	\$192,137	\$0	\$0	\$0	\$1,790,880
PROJECT FUNDING SOURCES (LIST)	FUNDING TO-DATE	FY 16/17 EST. FUNDS	FY 17/18 EST. FUNDS	FY 18/19 EST. FUNDS	FY 19/20 EST. FUNDS	FY 20/21 EST. FUNDS	TOTAL PROJECT FUNDING
ISWR Capital Reserves and Fund Balance	\$278,617	\$1,227,060	\$186,137	\$0	\$0	\$0	\$1,691,814
ISWR Operating Revenues	\$60,640	\$32,426	\$6,000	\$0	\$0	\$0	\$99,066
							\$0
TOTAL PROJECT FUNDING	\$339,257	\$1,259,486	\$192,137	\$0	\$0	\$0	\$1,790,880
OPERATIONAL COSTS							
Personnel Costs		\$20,794	\$64,255	\$66,183	\$68,168	\$70,213	\$289,613
Operating Costs		\$8,700	\$8,918	\$9,140	\$9,369	\$9,603	\$45,730
Capital Costs		\$50,000	\$0	\$0	\$3,000	\$0	\$53,000
Less Savings/Fees/Revenue		-\$79,494	-\$73,173	-\$75,323	-\$80,537	-\$79,816	-\$388,343
Total Operating Impact		\$0	\$0	\$0	\$0	\$0	\$0
FTEs Added		1.00	0.00	0.00	0.00	0.00	1.00

TETON COUNTY, WYOMING
FY 2017-2021 CAPITAL IMPROVEMENT PLAN

DEPARTMENT:	ISWR Operating Fund		STRATEGIC PLAN GOAL:	Organizational Excellence/Vibrant Community/Environmental Stewardship
PROJECT TITLE:	Corrugated Cardboard/Recycling Containers			
PROJECT STATUS:	Planned/Programmed			
START/FINISH DATE:	Jul 2016	Jun 2017		

PROJECT MANAGER: Heather Overholser

DEPARTMENT PRIORITY: Medium

Note: Be sure to complete Project Cost Spreadsheets associated with the project request. In addition, include any other graphics that describe the project (i.e. site plan, map, etc.)

Project Description:

Annual purchase of cardboard and other recycling containers to replace worn out bins, as well as to provide inventory for program growth. Approximately 125 commercial customers participate in ISWR's cardboard collection program. ISWR is striving to grow the program in order to achieve maximum diversion of commercial corrugated cardboard from the landfill. Corrugated cardboard is a highly recyclable material that generally has a high market value. ISWR orders containers by the semi-load in order to keep freight costs per container to a minimum. Having an inventory of containers on hand facilitates quick customer service when new businesses sign up.

Project Justification (Including Relationship to Strategic Goals):

The Commercial Cardboard Collection Program has been in existence for 20 years and has great community participation, with over 125 customers in FY2016.

Method for Estimating Cost:

ISWR receives quotes for bins from three metal fabrication companies.

Project Status (As of January 1, 2016):

As of January 1, 2016, ISWR will have updated quotes from manufacturers and will place an order for bins as needed.

Lifespan/Replacement Cycle and Other Special Considerations (Future Expansion/Special Features/Etc.):

Bin lifespan is approximately 10 years, dependent upon wear and tear.

TETON COUNTY, WYOMING
FY 2017-2021 CAPITAL IMPROVEMENT PLAN

Note: Blue Shaded areas calculate automatically

EXPLANATION OF COST ESTIMATES:	PRIOR	FY 16/17 COST	FY 17/18 COST	FY 18/19 COST	FY 19/20 COST	FY 20/21 COST	TOTAL
COST CATEGORY							
<u>Planning/Design</u>							
1 N/A							\$0
2							\$0
3							\$0
4							\$0
5							\$0
6							\$0
7							\$0
Planning/Design Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>Site Acquisition Costs</u>							
1 N/A							\$0
2							\$0
3							\$0
4							\$0
5							\$0
Site Acquisition Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>Improvements</u>							
1 N/A							\$0
2							\$0
3							\$0
4							\$0
5							\$0
6							\$0
7							\$0
8							\$0
9							\$0
10							\$0
11							\$0
12							\$0
Improvements Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>Equipment</u>							
Corrugated Cardboard/Recycling							
1 Containers		\$19,000					\$19,000
2							\$0
3							\$0
4							\$0
5							\$0
6							\$0
7							\$0
Equipment Total	\$0	\$19,000	\$0	\$0	\$0	\$0	\$19,000
<u>Other</u>							
1							\$0
2							\$0
3							\$0
4							\$0
5							\$0
6							\$0
7							\$0
Other Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTAL, PROJECT COSTS	\$0	\$19,000	\$0	\$0	\$0	\$0	\$19,000

TETON COUNTY, WYOMING
FY 2017-2021 CAPITAL IMPROVEMENT PLAN

Note: Blue Shaded areas calculate automatically

ANNUAL ADDITIONAL OPERATING COSTS	FY 16/17 COST	FY 17/18 COST	FY 18/19 COST	FY 19/20 COST	FY 20/21 COST	TOTAL
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0
Capital Expenditures	\$0	\$0	\$0	\$0	\$0	\$0

Subtotal - Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0
-----------------------------------	------------	------------	------------	------------	------------	------------

Less Savings/Fees/Revenues	\$0	\$0	\$0	\$0	\$0	\$0
-----------------------------------	------------	------------	------------	------------	------------	------------

Net Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------	------------	------------	------------	------------	------------	------------

FTE's Added	0	0	0	0	0	0
--------------------	----------	----------	----------	----------	----------	----------

ADDITIONAL NOTES & COMMENTS

FY 16/17	
FY 17/18	
FY 18/19	
FY 19/20	
FY 20/21	
ADDITIONAL NOTES	

TETON COUNTY, WYOMING
FY 2017-2021 CAPITAL IMPROVEMENT PLAN

Note: Blue shaded areas calculate automatically

PROJECT ITEMS	BUDGET TO-DATE	FY 16/17 COST	FY 17/18 COST	FY 18/19 COST	FY 19/20 COST	FY 20/21 COST	TOTAL PROJECT COST
Planning /Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Site Acquisition Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$19,000	\$0	\$0	\$0	\$0	\$19,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL PROJECT COST	\$0	\$19,000	\$0	\$0	\$0	\$0	\$19,000
PROJECT FUNDING SOURCES (LIST)	FUNDING TO-DATE	FY 16/17 EST. FUNDS	FY 17/18 EST. FUNDS	FY 18/19 EST. FUNDS	FY 19/20 EST. FUNDS	FY 20/21 EST. FUNDS	TOTAL PROJECT FUNDING
ISWR Capital Reserves and Fund Balance		\$19,000					\$19,000
							\$0
							\$0
TOTAL PROJECT FUNDING	\$0	\$19,000	\$0	\$0	\$0	\$0	\$19,000
OPERATIONAL COSTS							
Personnel Costs		\$0	\$0	\$0	\$0	\$0	\$0
Operating Costs		\$0	\$0	\$0	\$0	\$0	\$0
Capital Costs		\$0	\$0	\$0	\$0	\$0	\$0
Less Savings/Fees/Revenue		\$0	\$0	\$0	\$0	\$0	\$0
Total Operating Impact		\$0	\$0	\$0	\$0	\$0	\$0
FTEs Added		0.00	0.00	0.00	0.00	0.00	0.00