



# Incorporating Sustainability Into: CIP Process

Sustainability Subcommittee  
November 12, 2008



# What Processes should Incorporate Sustainability?

- Must be realistic
- Two Authority processes are critical:
  1. CIP Approvals
  2. Budget Preparation
- Other processes should incorporate sustainability, wherever possible



## Why Incorporate Sustainability into the CIP?

- CIP projects have a great impact on the ability to sustain SDIA for the long term
- Collectively, CIPs represent the Authority's largest expenditure



## Current CIP Application Requirements

1. Project Statement
2. Project Objectives
3. Impact on Master Plan
4. Previous project definitions
5. Primary justification and critical need
6. Urgent structural/infrastructure concerns
7. Environmental concerns
8. Financial, operational, safety, security, customer service, or capacity impacts of not performing project
9. Map or diagram



# Business Case Requirements

- Strategic Goals
  - How the project supports the Authority's goals and strategies
  - Specific Authority goals and strategies being addressed
  - Key Performance Indicators



# Business Case Requirements

- Economic Viability
  - Impact on revenue or expense avoidance
  - Estimated useful life
  - Resource Requirements (Project cost)
    - Consulting Services
    - Capital Equipment
    - Computer Hardware / Software
    - Planning / Design / Engineering
    - Construction
    - Project Management / Construction Management
    - Training



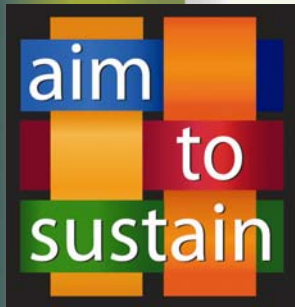
## Business Case Requirements

- Economic Viability (cont'd.)
  - Analysis of the financial costs and benefits of the options under consideration
  - Analysis of relative cash flows
  - Financial analysis must identify the operating budget (revenue and expenses) over the proposal's lifecycle and the capital cost impacts over it's life (initial costs and any known renewals requirements) together with cash flows for each financial year over the forward estimates period.



## Business Case Requirements

- Operational Efficiency
  - Impact on operational efficiency, customer service, or cost avoidance
  - Applicable risk factors and approach to mitigating potential negative impacts
- Natural Resource Conservation
  - Potential environmental impacts
  - Impact on Authority's use of natural resources



## Business Case Requirements

- Social Responsibility
  - Impact on our role as a trusted and responsible agency
  - Public need
  - Regulatory or contractual responsibilities that require project to be implemented



# Business Case Requirements

- Action Plan
  - Detailed project schedule and timeline
  - Why schedule is realistic
  - Issues/obstacles in procuring resources or in obtaining necessary environmental/regulatory approvals
  - Leadership structure/key attributes within project team
  - Roles and responsibilities within the team and any outside third parties involved
  - Graphic view of tasks, timelines, and milestones



## Benefits

- Provides Capital Improvement Committee with critical information with which to base go/no-go decisions
- Applicant must thoroughly understand all aspects of project before proposing
- Helps ensure long-term sustainability of SDIA
  - Good for environment
  - Reduces cost
  - Conserves resources
  - Etc.



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