

Requirements Based Capital Improvement Plan (CIP)

Board Presentation

January 2015

Why A Change is Required

- **Past Efforts in CIP Planning**
 - 10 Year Plan Task Force (Report dated February 20, 2010)
 - 10 Year Major Facilities Task Force (Board of Directors Report 5/2011)
 - Blueprint to Develop OPA CIP – Phased approach for calendar year 2012
 - CIP Phase 1 – September 2013
 - CIP Phase 2 – November 2013
 - CIP FY 2016-17 (Working)
- **Limited Results** (Sample Set: Last Three Fiscal Years)
 - A total of \$9,043,088 has been budgeted for capital projects
 - Majority of Capital Improvement Funds were spent on 3 Major Projects
 - 47% of Capital projects were completed
- **Backlog of urgent Capital Investments exist that must be prioritized**

Current High Priority (Urgent) Capital Requirements (Not Prioritized)

- **OPA Bridges**
 - Ocean Parkway, Clubhouse Road, North Gate and Route 90 Underpass
- **Country Club Campus**
 - Maintenance Shop, Golf Cart Garage, Clubhouse
- **Sports Core Complex**
 - Pool, Deck, Circulation, Heat/Cool Efficiency, Shell Structure
- **Beach Club Campus**
 - Pool, Deck, Clubhouse, Bathrooms
- **Computer Infrastructure**
 - Hardware, Software, Communication
- **Racquet Sports**
 - Tennis, Platform, Pickle Ball
- **Bulkhead 30 Year Replacement Program**

A Philosophical Change

Requirements Based CIP

What does it mean?

- Each Project is based on documented engineering/utilization studies and analyses;
- Each project is developed in phases to meet future changes in needs as they emerge;
- Estimated costs will be developed to the extent that budget impact, relative to other projects can be visualized
- The requirements for each project shall be reviewed and validated by the Board

Requirements Based CIP

How will it Work?

First Stage of CIP Development



Expected Project Outcome

- **Prioritized by Must, Should, Could, Would**
- **Designated to meet one or more specific requirement**
- **Initiated through various Community sources**

Second Stage of CIP Development



Expected Outcome

- **Draft CIP ready for Board Approval**
- **Requirements Based**
 - **Prioritized**
 - **Community Involvement**

Start Here to Capitalize on Past Efforts

Potential Project Working Groups

- **OPA Bridges**
 - Ocean Parkway, Clubhouse, North Gate (North & South), Route 90 Overpass
- **Country Club Campus**
 - Club, Cart barn, Maintenance Facility
- **Sports Core Complex**
 - Pool, Deck, Water & Air Quality Improvements, Structure
- **Beach Club Campus**
 - Pool Deck, Clubhouse, Bathrooms, Parking
- **Computer Infrastructure**
 - Network, Hardware, Software, Communication
- **Racquet Sports**
 - Tennis, Platform & Pickle ball
- **Bulkhead Replacement Program**
 - Design, prioritization & conditions for replacement
- **Storm Water Management**

Project Working Group Guidelines

Project Working Group

– Membership:

- ***Working Group comprises an integrated product team***
- ***OPA Facility Manager (or designate) will be team leader and facilitator***
- ***Decisions will be made by group consensus***

– Operation

- ***All Working Groups will begin with a review of historical and current documentation***
- ***An objective is to reconcile identified past requirements with current status – what is left to be done***

– Terms of Reference

- ***Goal is to identify hard requirements by when and how they must be met***
- ***Generally 6 months in duration but not to exceed one fiscal year***

Requirements Based CIP

What will be the Impact?

- Each Project will be constructed relative to the budget build process;
- Each project will be constructed relative to each other and the OPA in general;
- Each project will be constructed with community participation that will garner support of the process;
- Each project will include validation of maintenance requirements.

***Proposed Web Page
Announcement
(follows)***

Requirements Based Capital Improvement Plan (CIP)

What does requirements based mean?

Each CIP Project is:

- *Based on a community need that has been documented and validated;*
- *Developed in phases to meet future increased requirements;*
- *Developed with strategies based on engineering & financial trade off analysis guiding implementation.*

How will it work?

Each CIP Project will:

- *Be prioritized according to its urgency of need with an assigned priority;*
- *Initially developed by project teams with representation of the association staff & community members;*
- *All project teams will follow same procedures & process (see attached [Project Working Group Guidelines](#))*

Potential Project Working Groups

- *OPA Bridges*
- *Country Club Campus*
- *Sports Core Complex*
- *Beach Club Campus*
- *Computer Infrastructure*
- *Racquet Sports*
- *Bulkhead Replacement Program*
- *Storm Water Management*

To participate in a project team you must be an association member. Project management experience is not required but preferred. If you have an interest in participating in one of these project teams contact :

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