



Lehigh County Authority

DRAFT 5-YEAR CAPITAL PLAN

ADMINISTRATION

2024-2028

AUGUST 2023

LEHIGH COUNTY AUTHORITY
5-YEAR CAPITAL PLAN
2024-2028

TABLE OF CONTENTS

	Page
Glossary of Acronyms & Terms	1-2
Capital Financing Justification	3
Department Summary	4
Project Details	5-20

2024-2028 Capital Plan

Glossary of Acronyms & Terms

The following is a listing of acronyms and terms used in the Capital Plan Summary and Project Detail Sheets.

LCA Water and/or Wastewater Divisions/Systems

LCA Water and/or Wastewater Divisions/Systems			
		Water	Wastewater
<i>AD</i>	Allentown Division	X	X
<i>AWD</i>	Arcadia West Division	X	X
<i>BHD</i>	Beverly Hills Division	X	
<i>CLD</i>	Central Lehigh Division	X	
<i>CFD</i>	Clear View Farms Division	X	
<i>ECD</i>	Emmaus Consecutive Division	X	
<i>HHD</i>	Heidelberg Heights Division	X	X
<i>LLRI-1</i>	Little Lehigh Relief Interceptor, Phase 1		X
<i>LLRI-2</i>	Little Lehigh Relief Interceptor, Phase 2		X
<i>LTD</i>	Lynn Township Division		X
<i>MCD</i>	Mill Creek Division	X	
<i>MND</i>	Madison Park Division	X	
<i>NWD</i>	North Whitehall Division	X	
<i>PLD</i>	Pine Lakes Division	X	
<i>SSD</i>	Sand Spring Division		X
<i>UMD</i>	Upper Milford Division		X
<i>UMCD</i>	Upper Central Milford Division (Buss Acres)	X	
<i>WLI</i>	Western Lehigh Interceptor		X
<i>WTD</i>	Washington Township Division	X	X
<i>WWD</i>	Wynnewood Division		X

Project Type

Project Type	Description
<i>AO</i>	Administrative Order
<i>LCA-MCI</i>	LCA Developed Major Capital Improvement ⁽¹⁾
<i>Regular</i>	A project that does not fit in any of the aforementioned special categories

(1) Major Capital Improvement: In accordance with the Lease, all Major Capital Improvements must be approved by the City.

Project Funding

Project Funding	Description
<i>LCA</i>	Funded by LCA
<i>100% Reimb</i>	All costs are 100% reimbursable by fees charged
<i>Fees & LCA</i>	Costs partly recovered through fees charged and partly funded by LCA
<i>Allentown</i>	Funded by the City of Allentown
<i>CCRC</i>	Capital Cost Recovery Charge ⁽¹⁾ ; Applies only to City approved MCI

(1) Capital Cost Recovery Charge: An on-going user fee that is above the rate caps set forth in the Lease to allow the recovery of the cost of an MCI. Rate payers are charged based upon usage.

Project Category

Projects have been categorized to identify the primary and secondary reasons for the need. In some cases there is no secondary reason that would be applicable.

Project Category	Description
<i>Regulatory</i>	Required to meet Regulatory requirements
<i>New Cust</i>	New Customers
<i>CA/OS</i>	Concession Lease/Operating Standards
<i>AM - Low</i>	Asset Management - Low Risk
<i>AM - Med</i>	Asset Management - Medium Risk
<i>AM - High</i>	Asset Management - High Risk
<i>AM - Varies</i>	Asset Management - Varies ⁽¹⁾
<i>Efficiency</i>	Efficiency
<i>Sys Imp</i>	System Improvement
<i>Rev Opprt</i>	Revenue Opportunity
<i>Planning</i>	Planning
<i>N/A</i>	Not Applicable

(1) Applies to Asset Management Projects, where there are multiple standalone sub-projects of varied levels of "risk".

Approval Stage

Approval Stage	Description
<i>A</i>	Annual Project, no approvals required
<i>S</i>	Study/Planning Phase
<i>D</i>	Design Phase
<i>C</i>	Construction/Implementation Phase
<i>E</i>	Entire Project
<i>V</i>	Various Phases
<i>P</i>	Pending Board approval

ADMINISTRATION

**ADMINISTRATION
5-YEAR CAPITAL PLAN
2024-2028**

CAPITAL FINANCING JUSTIFICATION

The Administrative projects of the Authority are funded through charge-backs to the various operating and capital budgets.

The Administrative projects are either a strictly Suburban Division (SD) project or a project which benefits both the City and Suburban Division (CON). In the case of the multi-division projects in the plan period, the total costs have been apportioned 50% to the Suburban Division and 50% to the Allentown Division.

Project SD-A-1 is an Information Technology (IT) project to upgrade the Suburban SCADA capabilities. Water fund operating reserves will be used to finance the projects with partial recovery through charge-backs to Authority wastewater funds.

Project CON-A-1 is an organization-wide project related to the annual upgrades of computer hardware and software.

Project CON-A-2 is an organizational-wide upgrade to the Geographic Information System (GIS).

Project CON-A-3 is an organization-wide update and implementation of the LCA IT Master Plan.

Project CON-A-4 is an organization-wide project to develop an electronic document management system.

Project CON-A-5 is an organization-wide project to add additional security and disaster recovery tools to the existing IT system.

Project CON-A-6 is an organization-wide project to upgrade the existing CMMS system.

Project CON-A-7 is for the new implementation of the MUNIS ERP.

Project CON-A-8 is for an office additional and for main office improvements.

Funding Sources for each project are shown below.

ADMINISTRATION	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>TOTAL</u>
Project Costs	<u>\$1,795,000</u>	<u>\$300,000</u>	<u>\$300,000</u>	<u>\$250,000</u>	<u>\$250,000</u>	<u>\$2,895,000</u>
Funding Sources:						
Operating/Capital Reserves	<u>\$1,795,000</u>	<u>\$300,000</u>	<u>\$300,000</u>	<u>\$250,000</u>	<u>\$250,000</u>	<u>\$2,895,000</u>
New Borrowing	-	-	-	-	-	-
Total Funding	<u>\$1,795,000</u>	<u>\$300,000</u>	<u>\$300,000</u>	<u>\$250,000</u>	<u>\$250,000</u>	<u>\$2,895,000</u>

LEHIGH COUNTY AUTHORITY
ADMINISTRATION
2024-2028 CAPITAL PROGRAM

Project #	Name or Title of Proposal	Prj. Category	(1) Prj. Funding	Approvals Stage (1)		This Capital Program					
					2023 Budget Approved	2024 Year 1	2025 Year 2	2026 Year 3	2027 Year 4	2028 Year 5	2024-2028 Total
CON-A-1*	Computer System Hardware & Software Upgrades	AM - High	LCA	A	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 25,000	\$ 25,000	\$ 200,000
CON-A-2*	GIS Upgrades & Application Development	Efficiency	LCA	V	\$ 75,000	\$ 35,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 235,000
CON-A-3*	Information Technology Master Plan Update	Planning	LCA	A	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
CON-A-4*	Document Management	Efficiency	LCA	V	\$ 5,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
CON-A-5*	Disaster Recovery/Security Upgrades	Efficiency	LCA	A	\$ 25,000	\$ 75,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 175,000
CON-A-6*	CMMS Upgrades	Efficiency	LCA	A	\$ 75,000	\$ 185,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 235,000
CON-A-7*	New Munis Implementation	Efficiency	LCA	P	\$ 750,000	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000
CON-A-8*	Main Office Improvements	Efficiency	LCA	P	\$ -	\$ 550,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,150,000
GRAND TOTAL					\$ 1,030,000	\$ 1,795,000	\$ 300,000	\$ 300,000	\$ 250,000	\$ 250,000	\$ 2,895,000

(*) CON = a Project that benefits both the Allentown and Suburban Divisions. All projects are LCA funded.
(1) Reference Glossary of Acronyms & Terms found immediately after the Table of Contents
(2) If blank project cost is not applicable (annual project) or to be determined

**LEHIGH COUNTY AUTHORITY
ADMINISTRATION - CAPITAL IMPROVEMENTS PLAN
PROJECT DETAIL SHEET**

Project Name	COMPUTER SYSTEM HARDWARE & SOFTWARE UPGRADES						
Budget Area	Administration	Department	IT	Date	7/1/2023	Project No.	CON-A-1
Location	Allentown & Suburban Divisions			Prj. Type	Regular	Prj. Funding	LCA
Prj. Category	Primary	AM - High	Secondary	Efficiency	Preparer		PB

Purpose of Expenditure (check all that apply)	
New Facility	Correct Known or Potential Safety Issue
Existing Facility - Rehabilitation/Upgrade	Equipment Obsolete
Scheduled Replacement	Comply with Regulatory Requirements
Improved Service	<input checked="" type="checkbox"/> Equipment/Infrastructure at End of Useful Life
Study	Other (explain):

Additional Information			
Expected Useful Life (Years)	6	Project inception date	2010
Approx. No. of Customers Benefitted	N/A		
Is this System part of a Common User Rate?	N/A	Anticipated Project completion date	Ongoing
Will the Project Require Obtaining Land Rights	No		

Detailed Project Description
This project includes both hardware and software costs for server replacements for units older than 6 years.

Project Drivers and Needs to be Met by the Project
Improved efficiencies will assist employees in becoming more productive.

Project Status - Describe what work, if any has been completed or underway for this project
Hardware replaced annually as needed. Software upgraded annually as needed.

Annual Cost Impact	
Operating - Increase/(Decrease)	N/A
Debt Service	\$ -
Net	\$ -

Revenue Impact	
Gain/(Loss) in Annual Revenue	N/A
Assessment, Contribution in Aid-of-Construction	N/A
Other	

Borrowing Information	
Interest Rate	5.5000%
Term (Years)	30

Explanation if Necessary

Project No.	CON-A-1
Project Name	COMPUTER SYSTEM HARDWARE & SOFTWARE UPGRADES

Prior Project Cost	
Estimated Project Costs:	2023-2028
LCA Staff	\$ 25,000
Land Acquisition	\$ -
Construction/Equipment	\$ 175,000
Professional Services	\$ 20,000
Other	\$ -
Contingencies	\$ 30,000
Total Project Cost	\$ 250,000

Project Estimate Level	
	Conceptual Estimate
	Preliminary Estimate
x	Budget Estimate
	Definitive Estimate

Requested in this Capital Program	\$ 200,000
--	-------------------

		Need	Phase of Work
2023 Budget		\$ 50,000	procurement
1st Year	2024	\$ 50,000	procurement
2nd Year	2025	\$ 50,000	procurement
3rd Year	2026	\$ 50,000	procurement
4th Year	2027	\$ 25,000	procurement
5th Year	2028	\$ 25,000	procurement

**LEHIGH COUNTY AUTHORITY
ADMINISTRATION - CAPITAL IMPROVEMENTS PLAN
PROJECT DETAIL SHEET**

Project Name	GEOGRAPHIC INFORMATION SYSTEM (GIS) UPGRADES & APPLICATION DEVELOPMENT						
Budget Area	Administration	Department	IT	Date	7/1/2023	Project No.	CON-A-2
Location	Allentown & Suburban Divisions			Prj. Type	Regular	Prj. Funding	LCA
Prj. Category	Primary	Efficiency	Secondary	Sys Imp	Preparer		PB

Purpose of Expenditure (check all that apply)	
<input type="checkbox"/> New Facility	<input type="checkbox"/> Correct Known or Potential Safety Issue
<input type="checkbox"/> Existing Facility - Rehabilitation/Upgrade	<input type="checkbox"/> Equipment Obsolete
<input type="checkbox"/> Scheduled Replacement	<input type="checkbox"/> Comply with Regulatory Requirements
<input checked="" type="checkbox"/> Improved Service	<input type="checkbox"/> Equipment/Infrastructure at End of Useful Life
<input type="checkbox"/> Study	<input type="checkbox"/> Other (explain):

Additional Information			
Expected Useful Life (Years)	N/A	Project inception date	1991
Approx. No. of Customers Benefitted	N/A		
Is this System part of a Common User Rate?	N/A	Anticipated Project completion date	Ongoing
Will the Project Require Obtaining Land Rights	No		

Detailed Project Description
<p>This project will continue to support the development of the Authority's GIS system. The project scope includes implementation of ESRI's event server which will allow SCADA integration with the GIS system, replacement of the existing GIS network/framework which will allow advanced hydraulic modeling and outage solutions, upgrades to the web and mobile GIS platforms to enhance usability and functionality for internal staff, completion and adoption of a GIS Strategic Plan to assist with the utilization of all software and integrations, and enhanced security updates to all GIS systems.</p>

Project Drivers and Needs to be Met by the Project
<p>Adoption of an integrated and complete GIS system is critical for asset management and facility management. Advancements in geospatial technologies require updates on an annual basis. As part of LCA's 2020 Goals, a complete GIS system will help support the implementation of a CMMS system. Applications covered under this project include easement mapping and access, as-built mapping and access, and various internal project based applications to support all Departments.</p>

Project Status - Describe what work, if any has been completed or underway for this project
<p>Transition to the new utility network is currently underway. The adoption of ESRI's event server is underway and being configured with LCA's CMMS system. Multiple applications to support the operations of LCA are also under development.</p>

Annual Cost Impact	
Operating - Increase/(Decrease)	N/A
Debt Service	\$ -
Net	\$ -

Revenue Impact	
Gain/(Loss) in Annual Revenue	N/A
Assessment, Contribution in Aid-of-Construction	N/A
Other	

Borrowing Information	
Interest Rate	5.5000%
Term (Years)	30

Explanation if Necessary

Project No.	CON-A-2
Project Name	GEOGRAPHIC INFORMATION SYSTEM (GIS) UPGRADES & APPLICATION DEVELOPMENT

Prior Project Cost	\$150,000
Estimated Project Costs:	2023-2028
LCA Staff	\$ 50,000
Land Acquisition	
Construction/Equipment	\$ 210,000
Professional Services	\$ 25,000
Other	
Contingencies	\$ 25,000
Total Project Cost	\$ 460,000

Project Estimate Level	
	Conceptual Estimate
	Preliminary Estimate
x	Budget Estimate
	Definitive Estimate

Requested in this Capital Program	\$ 235,000
--	-------------------

		Need	Phase of Work
2023 Budget		\$ 75,000	procurement
1st Year	2024	\$ 35,000	procurement
2nd Year	2025	\$ 50,000	procurement
3rd Year	2026	\$ 50,000	procurement
4th Year	2027	\$ 50,000	procurement
5th Year	2028	\$ 50,000	procurement

**LEHIGH COUNTY AUTHORITY
ADMINISTRATION - CAPITAL IMPROVEMENTS PLAN
PROJECT DETAIL SHEET**

Project Name	INFORMATION TECHNOLOGY MASTER PLAN UPDATE						
Budget Area	Administration	Department	IT	Date	7/1/2023	Project No.	CON-A-3
Location	Allentown & Suburban Divisions			Prj. Type	Regular	Prj. Funding	LCA
Prj. Category	Primary	Planning	Secondary	Sys Imp	Preparer		PB

Purpose of Expenditure (check all that apply)	
<input type="checkbox"/> New Facility	<input type="checkbox"/> Correct Known or Potential Safety Issue
<input type="checkbox"/> Existing Facility - Rehabilitation/Upgrade	<input type="checkbox"/> Equipment Obsolete
<input type="checkbox"/> Scheduled Replacement	<input type="checkbox"/> Comply with Regulatory Requirements
<input type="checkbox"/> Improved Service	<input type="checkbox"/> Equipment/Infrastructure at End of Useful Life
<input checked="" type="checkbox"/> Study	<input type="checkbox"/> Other (explain):

Additional Information			
Expected Useful Life (Years)	10	Project inception date	2016
Approx. No. of Customers Benefitted	N/A		
Is this System part of a Common User Rate?	N/A	Anticipated Project completion date	Ongoing
Will the Project Require Obtaining Land Rights	No		

Detailed Project Description
<p>This project will provide the guidance for update and implementation of the technology systems currently residing (or new systems) for LCA. It contains funding for investigation, purchase, implementation and support.</p>

Project Drivers and Needs to be Met by the Project
<p>The 2019 update identified needs in both technology and software support for LCA's employee base. Moving forward IT and supporting technology in a secure fashion is paramount. This project will support those needs.</p>

Project Status - Describe what work, if any has been completed or underway for this project
<p>IT Master Plan began in 2019 and will be finished in 2024.</p>

Annual Cost Impact	
Operating - Increase/(Decrease)	N/A
Debt Service	\$ -
Net	\$ -

Revenue Impact	
Gain/(Loss) in Annual Revenue	N/A
Assessment, Contribution in Aid-of-Construction	N/A
Other	

Borrowing Information	
Interest Rate	5.5000%
Term (Years)	30

Explanation if Necessary

Project No.	CON-A-3
Project Name	INFORMATION TECHNOLOGY MASTER PLAN UPDATE

Prior Project Cost	\$340,000
Estimated Project Costs:	2023-2028
LCA Staff	\$ 25,000
Land Acquisition	\$ -
Construction/Equipment	
Professional Services	\$ 55,000
Other	\$ -
Contingencies	\$ 20,000
Total Project Cost	\$ 440,000

Project Estimate Level	
	Conceptual Estimate
	Preliminary Estimate
<input checked="" type="checkbox"/>	Budget Estimate
	Definitive Estimate

Requested in this Capital Program	\$ 50,000
--	------------------

	Need	Phase of Work
2023 Budget	\$ 50,000	procurement
1st Year 2024	\$ 50,000	procurement
2nd Year 2025		
3rd Year 2026	\$ -	
4th Year 2027	\$ -	
5th Year 2028	\$ -	

**LEHIGH COUNTY AUTHORITY
ADMINISTRATION - CAPITAL IMPROVEMENTS PLAN
PROJECT DETAIL SHEET**

Project Name	DOCUMENT MANAGEMENT						
Budget Area	Administration	Department	IT	Date	7/1/2023	Project No.	CON-A-4
Location	Allentown & Suburban Divisions			Prj. Type	Regular	Prj. Funding	LCA
Prj. Category	Primary	Efficiency	Secondary	Sys Imp	Preparer		PB

Purpose of Expenditure (check all that apply)	
<input type="checkbox"/> New Facility	<input type="checkbox"/> Correct Known or Potential Safety Issue
<input type="checkbox"/> Existing Facility - Rehabilitation/Upgrade	<input type="checkbox"/> Equipment Obsolete
<input type="checkbox"/> Scheduled Replacement	<input type="checkbox"/> Comply with Regulatory Requirements
<input type="checkbox"/> Improved Service	<input type="checkbox"/> Equipment/Infrastructure at End of Useful Life
<input type="checkbox"/> Study	<input checked="" type="checkbox"/> Other (explain): Increase Efficiencies

Additional Information			
Expected Useful Life (Years)	10	Project inception date	2008
Approx. No. of Customers Benefitted	N/A		
Is this System part of a Common User Rate?	N/A	Anticipated Project completion date	2024
Will the Project Require Obtaining Land Rights	No		

Detailed Project Description
This project provides for an Electronic Document Management System (EDMS) to store, search and share documents. This project does not plan for the imaging of existing paper documents.

Project Drivers and Needs to be Met by the Project
Readily available access to plans, reports and past correspondence will reduce research time. Storage space, files and cabinets for maintaining hard-copy documents will be minimized or eliminated. Digital, cross-referenced documents will improve accessibility and ease workflow.

Project Status - Describe what work, if any has been completed or underway for this project
Preliminary stages of this project began in 2018 and 2019.

Annual Cost Impact	
Operating - Increase/(Decrease)	N/A
Debt Service	\$ -
Net	\$ -

Revenue Impact	
Gain/(Loss) in Annual Revenue	N/A
Assessment, Contribution in Aid-of-Construction	N/A
Other	

Borrowing Information	
Interest Rate	5.5000%
Term (Years)	30

Explanation if Necessary

Project No.	CON-A-4
Project Name	DOCUMENT MANAGEMENT

Prior Project Cost	\$75,000
Estimated Project Costs:	2023-2028
LCA Staff	\$ 5,000
Land Acquisition	\$ -
Construction/Equipment	\$ -
Professional Services	\$ 45,000
Other	\$ -
Contingencies	\$ 5,000
Total Project Cost	\$ 130,000

Project Estimate Level	
	Conceptual Estimate
	Preliminary Estimate
<input checked="" type="checkbox"/>	Budget Estimate
	Definitive Estimate

Requested in this Capital Program	\$ 50,000
--	------------------

		Need	Phase of Work
2023 Budget		\$ 5,000	procurement
1st Year	2024	\$ 50,000	procurement
2nd Year	2025	\$ -	
3rd Year	2026	\$ -	
4th Year	2027	\$ -	
5th Year	2028	\$ -	

**LEHIGH COUNTY AUTHORITY
ADMINISTRATION - CAPITAL IMPROVEMENTS PLAN
PROJECT DETAIL SHEET**

Project Name	DISASTER RECOVERY/SECURITY UPGRADES						
Budget Area	Administration	Department	IT	Date	7/1/2023	Project No.	CON-A-5
Location	Allentown & Suburban Divisions			Prj. Type	Regular	Prj. Funding	LCA
Prj. Category	Primary	Sys Imp	Secondary	Efficiency	Preparer		CWM

Purpose of Expenditure (check all that apply)			
<input type="checkbox"/> New Facility	<input checked="" type="checkbox"/>	Correct Known or Potential Safety Issue	
<input checked="" type="checkbox"/> Existing Facility - Rehabilitation/Upgrade		Equipment Obsolete	
<input type="checkbox"/> Scheduled Replacement		Comply with Regulatory Requirements	
<input checked="" type="checkbox"/> Improved Service		Equipment/Infrastructure at End of Useful Life	
<input type="checkbox"/> Study		Other (explain):	

Additional Information			
Expected Useful Life (Years)	5	Project inception date	2018
Approx. No. of Customers Benefitted	N/A		
Is this System part of a Common User Rate?	N/A	Anticipated Project completion date	Ongoing
Will the Project Require Obtaining Land Rights	NO		

Detailed Project Description
This project will cover several areas to increase or add security, as well as improve our disaster recovery options for catastrophic failure.

Project Drivers and Needs to be Met by the Project
This project will provide on-site back up as well as unlimited cloud storage of all back-ups. It will also encompass spam filters, real time anti virus scanning, as well as Exchange backup. As part of the disaster recovery, a large room scaled UPS system to ensure server uptime will be incorporated.

Project Status - Describe what work, if any has been completed or underway for this project
Project commenced in 2019.

Annual Cost Impact	
Operating - Increase/(Decrease)	N/A
Debt Service	\$ -
Net	\$ -

Revenue Impact	
Gain/(Loss) in Annual Revenue	N/A
Assessment, Contribution in Aid-of-Construction	N/A
Other	

Borrowing Information	
Interest Rate	5.5000%
Term (Years)	30

Explanation if Necessary

Project No.	CON-A-5
Project Name	DISASTER RECOVERY/SECURITY UPGRADES

Prior Project Cost	\$50,000
Estimated Project Costs:	2023-2028
LCA Staff	\$ 25,000
Land Acquisition	\$ -
Construction/Equipment	\$ 100,000
Professional Services	\$ 25,000
Other	\$ -
Contingencies	\$ 50,000
Total Project Cost	\$ 250,000

Project Estimate Level	
	Conceptual Estimate
	Preliminary Estimate
x	Budget Estimate
	Definitive Estimate

Requested in this Capital Program	\$ 175,000
--	-------------------

		Need	Phase of Work
2023 Budget		\$ 25,000	procurement
1st Year	2024	\$ 75,000	procurement
2nd Year	2025	\$ 25,000	procurement
3rd Year	2026	\$ 25,000	procurement
4th Year	2027	\$ 25,000	procurement
5th Year	2028	\$ 25,000	procurement

**LEHIGH COUNTY AUTHORITY
ADMINISTRATION - CAPITAL IMPROVEMENTS PLAN
PROJECT DETAIL SHEET**

Project Name	CMMS UPGRADES						
Budget Area	Administration	Department	IT	Date	7/1/2023	Project No.	CON-A-6
Location	Allentown & Suburban Divisions			Prj. Type	Regular	Prj. Funding	LCA
Prj. Category	Primary	Sys Imp	Secondary	Efficiency	Preparer		CWM

Purpose of Expenditure (check all that apply)	
<input type="checkbox"/> New Facility	<input type="checkbox"/> Correct Known or Potential Safety Issue
<input type="checkbox"/> Existing Facility - Rehabilitation/Upgrade	<input type="checkbox"/> Equipment Obsolete
<input checked="" type="checkbox"/> Scheduled Replacement	<input type="checkbox"/> Comply with Regulatory Requirements
<input checked="" type="checkbox"/> Improved Service	<input checked="" type="checkbox"/> Equipment/Infrastructure at End of Useful Life
<input type="checkbox"/> Study	<input type="checkbox"/> Other (explain):

Additional Information			
Expected Useful Life (Years)	5	Project inception date	2017
Approx. No. of Customers Benefitted	N/A		
Is this System part of a Common User Rate?	N/A	Anticipated Project completion date	2026
Will the Project Require Obtaining Land Rights	NO		

Detailed Project Description
This project will upgrade multiple modules of the existing CMMS application, Cityworks. The modules include implementation of a complete inventory system, API integrations with the GIS system, development of an asset strategy plan, site upgrades, and additional security enhancements. This project will also provide more opportunities for automation of vertical asset management through the use of ESRI's Geoevent server and SCADA information.

Project Drivers and Needs to be Met by the Project
As part of LCA's 2020 Goals, this project will support the need for additional integrations, automation, and security to increase availability and reliability of the software. The project will also help initiate the development and adoption of an asset strategy through the identification and interpretation of multiple data integrations.

Project Status - Describe what work, if any has been completed or underway for this project
This project commenced in 2019 with development of the existing Cityworks system and adoption of preventive maintenance practices in the City and Suburban Division. Multiple integrations have been completed; MUNIS integration, WINCAN integration, Customer Records Integration.

Annual Cost Impact	
Operating - Increase/(Decrease)	N/A
Debt Service	\$ -
Net	\$ -

Revenue Impact	
Gain/(Loss) in Annual Revenue	N/A
Assessment, Contribution in Aid-of-Construction	N/A
Other	

Borrowing Information	
Interest Rate	5.5000%
Term (Years)	30

Explanation if Necessary

Project No.	CON-A-6
Project Name	CMMS UPGRADES

Prior Project Cost	\$100,000
Estimated Project Costs:	2023-2028
LCA Staff	\$ 20,000
Land Acquisition	\$ -
Construction/Equipment	\$ -
Professional Services	\$ 280,000
Other	\$ -
Contingencies	\$ 10,000
Total Project Cost	\$ 410,000

Project Estimate Level	
	Conceptual Estimate
	Preliminary Estimate
x	Budget Estimate
	Definitive Estimate

Requested in this Capital Program	\$ 235,000
--	-------------------

		Need	Phase of Work
2023 Budget		\$ 75,000	procurement
1st Year	2024	\$ 185,000	procurement
2nd Year	2025	\$ 25,000	procurement
3rd Year	2026	\$ 25,000	procurement
4th Year	2027	\$ -	
5th Year	2028	\$ -	

**LEHIGH COUNTY AUTHORITY
ADMINISTRATION - CAPITAL IMPROVEMENTS PLAN
PROJECT DETAIL SHEET**

Project Name	NEW MUNIS IMPLEMENTATION						
Budget Area	Administration	Department	IT	Date	1/15/2022	Project No.	CON-A-7
Location	LCA MAIN OFFICE			Prj. Type	Regular	Prj. Funding	LCA
Prj. Category	Primary	Sys Imp	Secondary	Efficiency	Preparer		EK

Purpose of Expenditure (check all that apply)	
<input type="checkbox"/> New Facility	<input type="checkbox"/> Correct Known or Potential Safety Issue
<input type="checkbox"/> Existing Facility - Rehabilitation/Upgrade	<input type="checkbox"/> Equipment Obsolete
<input type="checkbox"/> Scheduled Replacement	<input type="checkbox"/> Comply with Regulatory Requirements
<input checked="" type="checkbox"/> Improved Service	<input type="checkbox"/> Equipment/Infrastructure at End of Useful Life
<input type="checkbox"/> Study	<input checked="" type="checkbox"/> Other (explain): Improve Operational Efficiencies

Additional Information			
Expected Useful Life (Years)	N/A	Project inception date	2023
Approx. No. of Customers Benefitted	*Varies		
Is this System part of a Common User Rate?	N/A	Anticipated Project completion date	2025
Will the Project Require Obtaining Land Rights	No		

Detailed Project Description
<p>This project is to cover all the detailed planning to prepare for a brand new implementation of MUNIS integrated business software and the assisted implementation efforts of the the LCA staff along with Implementation Specialists from Tyler Technology.</p>

Project Drivers and Needs to be Met by the Project
<p>More standardized business processes and use of best practices for all integrated processes.</p>

Project Status - Describe what work, if any has been completed or underway for this project
<p>Planning work began on this project in the second half of 2022 and expected go-live date on the business software is 07/01/2025.</p>

Annual Cost Impact	
Operating - Increase/(Decrease)	N/A
Debt Service	\$ -
Net	\$ -

Revenue Impact	
Gain/(Loss) in Annual Revenue	N/A
Assessment, Contribution in Aid-of-Construction	N/A
Other	

Borrowing Information	
Interest Rate	5.5000%
Term (Years)	30

Explanation if Necessary

Project No.	CON-A-7
Project Name	NEW MUNIS IMPLEMENTATION

Prior Project Cost	
Estimated Project Costs:	2024-2028
LCA Staff	\$ 300,000
Land Acquisition	\$ -
Construction/Equipment	\$ -
Professional Services	\$ 1,200,000
Other	\$ -
Contingencies	\$ 50,000
Total Project Cost	\$ 1,550,000

Project Estimate Level	
	Conceptual Estimate
	Preliminary Estimate
x	Budget Estimate
	Definitive Estimate

Requested in this Capital Program	\$ 800,000
--	-------------------

		Need	Phase of Work
2023 Budget		\$ 750,000	
1st Year	2024	\$ 800,000	
2nd Year	2025	\$ -	
3rd Year	2026	\$ -	
4th Year	2027	\$ -	
5th Year	2028	\$ -	

**LEHIGH COUNTY AUTHORITY
ADMINISTRATION - CAPITAL IMPROVEMENTS PLAN
PROJECT DETAIL SHEET**

Project Name	MAIN OFFICE IMPROVEMENTS						
Budget Area	Administration	Department	Administration	Date	7/20/2023	Project No.	CON-A-8
Location	MAIN OFFICE IMPROVEMENTS			Prj. Type	Regular	Prj. Funding	LCA
Prj. Category	Primary	AM - Varies	Secondary	Sys Imp	Preparer		EK

Purpose of Expenditure (check all that apply)	
<input type="checkbox"/> New Facility	Correct Known or Potential Safety Issue
<input checked="" type="checkbox"/> Existing Facility - Rehabilitation/Upgrade	Equipment Obsolete
<input type="checkbox"/> Scheduled Replacement	Comply with Regulatory Requirements
<input type="checkbox"/> Improved Service	Equipment/Infrastructure at End of Useful Life
<input type="checkbox"/> Study	Other (explain):

Additional Information			
Expected Useful Life (Years)	40	Project inception date	2022
Approx. No. of Customers Benefitted	N/A		
Is this System part of a Common User Rate?	N/A	Anticipated project completion date	2028
Will the Project Require Obtaining Land Rights	N/A		

Detailed Project Description
This project encompasses improvements to the main office, involving structural building additions, HVAC improvements, space optimization, building security, parking and ADA/Building Code related improvements. Part of this project involves a building addition located in the rear of the original main office to house additional workspaces and storage.

Purpose and Needs to be Met by the Project
Significant additions to staffing were made during that past years, and the need to optimize and expand workspaces has been realized. Also, building updates (HVAC, electrical) and parking space additions are needed. The space optimization initiative will be used to evaluate document storage options.

Project Status - Describe what work, if any has been completed or underway for this project
Preliminary planning of workspace needs by department and design of a building addition began in 2022.

Annual Cost Impact	
Operating - Increase/(Decrease)	
Debt Service	\$ -
Net	\$ -

Revenue Impact	
Gain/(Loss) in Annual Revenue	
Assessment, Contribution in Aid-of-Construction	
Other	

Borrowing Information	
Interest Rate	5.5000%
Term (Years)	30

Explanation if Necessary

Project No.	CON-A-8
Project Name	MAIN OFFICE IMPROVEMENTS

Estimated Project Costs :	
LCA Staff	\$ 60,000
Land Acquisition	
Construction/Equipment	\$ 840,000
Professional Services	\$ 150,000
Other	\$ 20,000
Contingencies	\$ 80,000
Total Project Cost	\$ 1,150,000

Project Estimate Level	
	Conceptual Estimate
	Preliminary Estimate
	Budget Estimate
	Definitive Estimate

Requested in this Capital Program	\$ 1,150,000
--	---------------------

Source of Funds			
		Need	Phase of Work
2023		\$ -	
1st Year	2024	\$ 550,000	construction
2nd Year	2025	\$ 150,000	construction
3rd Year	2026	\$ 150,000	construction
4th Year	2027	\$ 150,000	construction
5th Year	2028	\$ 150,000	construction