

Appendix 1

<u>Category</u>		<u>General Description</u>
Year 1	Immediate Needs	Critical to the operation of the facility, life safety, legislated, code compliance, eliminating deteriorated building components identified to meet operational or public needs.
Year 2	Short-Term Needs	Potentially critical to the operation of the facility. If not corrected expeditiously in Year 2 will jeopardize facility operation. Short term requirement to meet operational or public needs.
Year 3	Mid-Term Needs	Asset that has exceeded its life expectancy, but if not addressed within 3-4 Years will jeopardize facility operation and or integrity.
Year 4	Long-Term Needs	Strategic replacement of aging asset that should be addressed including systemic upgrades.
Year 5	Visionary Needs	Continued replacement of aging asset that should be considered for replacement. Facility upgrades, enhancements, aesthetic improvements. Projects that are not time sensitive.

Appendix 2

<u>Ranking</u>		<u>General Criteria</u>
Must	10	Life Safety, Fire, Occupational Health & Safety/Employee & Public Safety. Address dangerous situations (Emergency Exits)
Critical	9	Legislated, Employee & Public Health and Welfare (Air Quality....)
Urgent	8	Items that threaten the Operation of the Facility/ Shutdown (Loss of Service/Revenue)
Essential	7	Projects that are not urgent, but cannot be reasonably postponed. Items threatening the long-term integrity of the building.
Necessary	6	Barrier free, access related items (ie: ramps, accessibility) Commitments from previous year as warranted or identified as Public Need.
Highly Desireable	5	Energy Conservation, projects for which external funding is available.
Strategic	4	Items that have worn out, are of high maintenance cost and requires replacement to prevent costly further repair. Aging equipment (ie: Furnace)
Enhancement	3	Modification, addition, renovation to improve operational needs of facility.
Esthetic	2	Items esthetic in nature (Specialized painting, landscape, asphalt)
Deferrable	1	Items that are in working order but have surpassed their life expectancy. Projects that can be postponed without detriment effect to present operation.