

*City of Alexandria, Virginia*

MEMORANDUM

DATE: NOVEMBER 18, 2003

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER *PS*

SUBJECT: AUTHORIZATION OF RECOMMENDED CAPITAL PROJECT ALLOCATIONS AND PLANNED EXPENDITURES

**ISSUE:** City Council authorization of the recommended capital project allocations and planned expenditures.

**RECOMMENDATION:** That City Council authorize the capital project allocations and planned expenditures for the capital projects as detailed in the Capital Improvement Expenditure Summary (Attachment 1)

**DISCUSSION:** This docket item provides a summary of Capital Improvement Program planned expenditures (Attachment 1). It includes projects reflected in the City's Fiscal Year 2004 Capital Budget, approved by City Council on April 29, 2003 or approved in capital budgets prior to FY 2004 with a CIP budget document page reference in Attachment 1. A project title listing appears on the next page and a detailed summary appears in Attachment 1.

Allocations are recommended for the following projects:

Renovation and Maintenance of Existing City Facilities		
Health Department/Clubhouse Facility	\$	800,000
Hurricane Isabel Repairs		700,000
Libraries		
Duncan Library	\$	100,000
Traffic and Rapid Transit		
Alexandria Transit Corporation (DASH) Bus Replacement	\$	2,100,000
Traffic Control Facilities		200,000
Storm Sewer Reconstruction and Extensions		
Channel Restoration	\$	60,000

Street and Bridges		
King Street Metro Station Sidewalk Improvements	\$	367,959
King Street Metro Station Platform Extension	\$	272,938
Sewers		
Royal Street Relief Sewer	\$	200,000
Infrastructure Projects		
Telephony Integration	\$	142,107
Upgrade Workstation Operating Systems		70,000
Increase LAN Backbone Capacity		50,000
Systems Development		
Document Management and Imaging Infrastructure	\$	100,000
General Ledger Accounting System		40,000

**ATTACHMENT:** Capital Improvement Program Planned Expenditures

**STAFF:**

Mark Jinks, Assistant City Manager

Alfred Coleman, Budget/Management Analyst, Office of Management and Budget

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This attachment provides summary information on capital improvement program projects for which work will be initiated and expenditures incurred during the upcoming months. Funding for all of the projects discussed below is included in the City's Approved FY 2004 Capital Improvement Program (CIP) budget or in prior year capital budgets.

<b>Project Number Index Code/ Sub-object</b>	<b>Project Title</b>	<b>Approved Funding Available</b>	<b>Planned Expenditure Amount</b>	<b>Budget Document Page Reference</b>
Project 005-020 Account No.842989 Sub-object 2121	Renovation of Existing City Facilities (Health Department/ Clubhouse Facility)	\$800,000	\$800,000	Page 108 of the City's Approved 2004 CIP Budget Document

(w) This allocation will provide funding for the construction and furniture, fixtures and equipment required for the build-out of new space and the relocation of the Clubhouse, day support and administrative program staff from 115 North Patrick Street to 4480 King Street. The Clubhouse Program will be relocated to space in the new Health Department building on 4480 King Street. This allocation is originally from the Mental Health/Mental Retardation/Substance Abuse FY 2002 Operating budget and represents a combination of State and City funds which were not expended in FY 2002, but saved for Clubhouse capital purposes. These monies were carried over to FY 2004 for the purpose of relocating the Clubhouse program and to complete any build out of the Clubhouse space and furnishing the space as required. (Fund Source: MH/MR/SA FY 2004 Operating Budget)

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Project 005-020 Account No.215000 Sub-object 2121	Hurricane Isabel Repairs	\$700,000	\$700,000 (\$500,000-City; \$200,000- Est. Insurance Proceeds)	Not Applicable

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This allocation will provide for the architectural and engineering services and construction to repair the municipal waterfront and City parking garages damaged by Hurricane Isabel. Hurricane Isabel, which hit the Washington Metropolitan Area in mid-September caused significant damage from flooding and high winds. The damage caused by Isabel includes the southern "finger" pier and many of the large boat slips at the City's municipal marina. Electrical, fire suppression, domestic water and other support systems at the marina have also been damaged. In addition, parking equipment for the Union Street and the Thompson's Alley parking garages was flooded and destroyed during the storm and related surge of the Potomac River. This includes all automated parking and building entry and exit systems, as well as closed circuit garage security systems. While the City pursues federal and State aid and disaster relief, it is essential that full "normal" services be restored as soon as possible. To fund these repairs in the interim, it is proposed that \$500,000 in existing unallocated funds which have been previously approved for the planned future Phase II renovation of Market Square be used, in addition to \$200,000 in likely insurance proceeds. The City has a \$500,000 deductible, therefore \$500,000 has to be spent before the City can be reimbursed by the insurance company. The \$200,000 in insurance proceeds is an estimate and is dependent on the level of reimbursement the City may receive from the Federal Emergency Management Agency (FEMA), which could be as much as \$450,000. FEMA reimbursement is likely but not assured at this time. Most of the \$500,000 reallocated from the Market Square project will be returned to the Market Square account if and when FEMA reimburses the City. For the amount not reimbursed, that amount would then need to be added back to the FY 2005 CIP to make the Market Square project account whole. (Funding Sources: \$500,000 - Market Square (221077) and \$200,000 - Insurance Proceeds)

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Project 002-702 Account No. 265790 Sub-object 2121	Libraries (Duncan Library)	\$100,000	\$100,000	Page 50 of the City's Approved 2004 CIP Budget Document

This allocation will provide funding for the finalization of design, contract documents and construction administration required for the 8,000 square foot expansion of the Duncan Branch Library. The expansion of the library is in response to community growth, need and significant overcrowding at the facility. Duncan Library currently serves the Potomac West and North Ridge/Rosemont area, which comprises approximately 29 percent of the City's population. Duncan, in its current configuration, opened in December 1969 and is a 9,600 square foot facility with a book capacity of 45,000 volumes. Due to demand the current collection consists of over 66,000 volumes. The final design development, along with the development of construction documents, is scheduled to be completed by March 2004. (Fund Source: Cash Capital - FY 2000 Funds)

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<b>Project Number Index Code/ Sub-object</b>	<b>Project Title</b>	<b>Approved Funding Available</b>	<b>Planned Expenditure Amount</b>	<b>Budget Document Page Reference</b>
Project 010-033 Account No.240002 Sub-object 2121	Traffic and Rapid Transit (Alexandria Transit Corporation (DASH) Bus Replacement)	\$2,100,000	\$2,100,000 (\$2,058,000 - State; \$42,000 - City)	Page 125 of the City's Approved 2004 CIP Budget Document

This allocation will provide funding for the scheduled replacement of eight DASH transit buses, at a cost of \$255,210 per bus, radios and a spare engine and transmission. The DASH bus system was implemented in 1984 as a supplement to Metrobus service operating in the City. In FY 1990, nine new buses were purchased to provide new DASH bus routes to improve bus connections in Eisenhower Valley and to the new Van Dorn Metrorail station. Additional buses have been purchased since FY 1992, bringing the total DASH fleet as of the end of FY 2002, to 49 buses. This project provides for the phased replacement of older buses so that new

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buses are available as vehicles reach their average useful life of approximately 12 years. (Fund Source: State (VDOT) Six-Year CIP Funding - \$2,058,000; Cash Capital (\$42,000) - FY 2002 Funds)

<b>Project Number Index Code/ Sub-object</b>	<b>Project Title</b>	<b>Approved Funding Available</b>	<b>Planned Expenditure Amount</b>	<b>Budget Document Page Reference</b>
Project 009-030 Account No. 235390 Sub-object 2121	Traffic and Rapid Transit (Traffic Control Facilities)	\$200,000	\$200,000	Page 123 of the City's Approved 2004 CIP Budget Document

This allocation will provide funding for the ongoing scheduled installation, replacement and upgrade of traffic signal equipment City-wide that requires a high level of maintenance and emergency replacement of equipment damaged by nature and vehicular accidents. This allocation will also provide for ongoing cable replacement between the signal equipment and the City's central traffic computer. The current cable, which was last replaced in the early 1980's, has exceeded its useful life of seven years. This project is ongoing. (Funding Source: Cash Capital - FY 2004 Funds)

<b>Project Number Index Code/ Sub-object</b>	<b>Project Title</b>	<b>Approved Funding Available</b>	<b>Planned Expenditure Amount</b>	<b>Budget Document Page Reference</b>
Project 012-003 Account No. 250090 Sub-object 2121	Storm Sewer Reconstruction and Extensions (Channel Restoration)	\$60,000	\$60,000	Page 171 of the City's Approved 2004 CIP Budget Document

This allocation will provide funding to complete stream and channel restoration and maintenance projects in areas of the City. These projects include cleaning the twin box culverts on Hoof's Run; erosion control on Strawberry Run; erosion control on Taylor Run; cleaning the outfall on Holmes Run at Lake Cook; brush control around bridges over streams; and additional Holmes Run vegetation in the actual stream/floodway and along banks. Some of this work was performed by City staff and portions were contracted out and covered the costs

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to dispose of material and mitigate the environmental impacts of these projects by planting additional trees and landscaping in areas that had been cleared or for removal. (Funding Source: Cash Capital - FY 2003 Funds)

<b>Project Number Index Code/ Sub-object</b>	<b>Project Title</b>	<b>Approved Funding Available</b>	<b>Planned Expenditure Amount</b>	<b>Budget Document Page Reference</b>
Project 011-097 Account No. 246099 Sub-object 2121	Street and Bridges (King Street Metro Station Sidewalk Improvements)	\$367,959	\$367,959	Page 143 of the City's Approved 2004 CIP Budget Document

This allocation will provide funding for the widening of the sidewalks along the west side of Diagonal Road from the King Street Metro station to Duke Street to improve pedestrian access and safety. The sidewalks, to be constructed by the Washington Metropolitan Area Transit Authority (WMATA), will connect the station with a pedestrian tunnel under Duke Street. The tunnel, to be constructed by a private developer, and the widened sidewalks will link the station to the Carlyle development without pedestrians having to cross heavily trafficked Duke Street. WMATA estimates the cost of this project to be \$1,839,603. Funding will be provided through an Federal Transportation Administration (FTA) grant in the amount of \$1,471,644. The grant requires a City match of \$367,959. [This allocation represents that match. The project is projected to start in January of 2004 and be completed in June 2004.] (Funding Source: Cash Capital - FY 2001 and FY 2003 Funds)

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Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 011-097 Account No. 246060 Sub-object 2121	Streets and Bridges (King Street Metro Station Platform Extension)	\$272,938	\$272,938	Page 143 of the City's Approved 2004 CIP Budget Document

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 This allocation will provide City funding for the construction of a second platform on the north side of King Street to improve pedestrian access and safety at the King Street Metro Station. The platform will be connected to the existing platform on the south side of King Street by a pedestrian overpass. The new platform, which will include fare card readers, stairs, an elevator and an information kiosk, will improve pedestrian and vehicular safety by allowing pedestrians approaching the station from the north to enter without having to cross heavily trafficked King Street. WMATA will manage the project and estimates the cost to be approximately \$13.4 million. State bonds in the amount of \$9.0 million have been transferred to WMATA by the Northern Virginia Transportation Commission (NVTC) on the City's behalf to fund a portion of the project. The City has allocated an additional \$3.0 million in State urban funds (\$2,940,000 from the State matched by \$60,000 from the City) for the project. The urban funds were originally programmed for the King Street Underpass project and then transferred upon its cancellation. The remaining unallocated funds are to be provided by a Federal Transportation Administration (FTA) earmark of \$1,091,750 which will require a City match of \$272,938. This allocation represents the City's share. The project is projected to start in January of 2004 and be finished in January of 2005. (Funding Source: Cash Capital - FY 1990 - FY 2004 Funds)

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Project 013-010 Account No. 255080 Sub-object 2121	Sewers (Royal Street Relief Sewer)	\$200,000	\$200,000	Page 167 of the City's Approved 2004 CIP Budget Document

This allocation will provide funding for the final design of relief measures to alleviate flooding at the intersection of Pitt and Gibbon Streets, including Gibbon Street between South Pitt Street and Royal Street and South Royal Street between Wolfe Street and Duke Street. Based on the findings of a consultant, portions of the combined sewer in areas constructed in the early 1900's are inadequate to carry storm water flows connected to them. An engineering consultant is proceeding with evaluating several alignments for a relief sewer to alleviate the flooding. A preliminary design is scheduled to be completed in December 2003. (Funding Source: Bond Proceeds - FY 2004 Funds)

<b>Project Number Index Code/ Sub-object</b>	<b>Project Title</b>	<b>Approved Funding Available</b>	<b>Planned Expenditure Amount</b>	<b>Budget Document Page Reference</b>
Project 015-004 Account No.265454 Sub-object 2121	Infrastructure Projects (Telephony Integration)	\$142,107	\$142,107	Page 233 of the City's Approved 2004 CIP Budget Document

This allocation will provide funding for the planned replacement of nine old phone switches as part of the City-wide phased replacement of telephone switches for City and Library facilities. This allocation will provide for new switches at Fire Stations (201, 202, 203, 205, 206, 207 and 208), Archaeology and the Lyceum. The existing phone switches are over 15 years old and have become difficult and expensive to repair. The new desk sets which will be provided with the new phone switches will be more reliable and will enable staff to take advantage of additional productivity improvements that these systems offer. These switches are scheduled to be installed by Spring 2004. (Fund Source: Cash Capital - FY 2004 Funds)

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Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-004 Account No.265322 Sub-object 2121	Infrastructure Projects (Upgrade of Workstation Operating Systems)	\$70,000	\$70,000	Page 230 of the City's Approved 2004 CIP Budget Document

This allocation will provide funding to upgrade the operating system on City computer work stations with an appropriate version of Windows 2000. This project will also provide additional work station memory and larger capacity hard drives as necessary. These upgrades are required to enhance the security and integrity of the City's network and also for the next generation of City email messaging, financial, public safety, Geographic Information Systems (GIS) and other applications. The City replaces workstations on a four-year cycle which includes operating systems. This funding is for those workstations which are not in need of physical replacement, but still require upgrades in order to comply with vendor upgrades to City applications, operate new programs or to operate many programs simultaneously. This project is ongoing. (Fund Source: Cash Capital - FY 2004 Funds)

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Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-004 Account No.265330 Sub-object 2121	Infrastructure Projects (Increase LAN Backbone Capacity)	\$50,000	\$50,000	Page 227 of the City's Approved 2004 CIP Budget Document

This allocation will provide funding to purchase a new Nortel network switch to handle traffic from internet based mail (Lotus I-Notes), as well as upgrades to hubs and routers. A LAN backbone is a set of electronic components (electronic ethernet or ATM switches, routers, cables, concentrators and hubs) and software that connect multiple LAN file servers within a single building to one another. A backbone's capacity is a key factor constraining data transmission speed. Currently, the backbone for a typical City building transmits data using ethernet communication protocols with 100 megabits of data per second. With the

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continued deployment of document storage and retrieval services, as well as the increased data traffic that is being introduced by the development of the Geographic Information System (GIS) the Alexandria Justice Information System (AJIS), the new Fire and Police Computer-Aided Dispatch (CAD) Systems and other public safety systems, and the large deployment of Lotus Notes e-mail, the backbone capacity is being significantly increased in many City facilities. This project is ongoing. This phase is scheduled to be completed in Winter 2003. (Funding Source: Cash Capital - FY 2003 Funds)

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Project 015-524 Account No.265165 Sub-object 2121	Systems Projects (Document Management And Imaging Infrastructure)	\$100,000	\$100,000	Page 200 of the City's Approved 2004 CIP Budget Document

This allocation, combined with funds from other departments, will fund the beginning implementation of a Document Management and Imaging System City-wide. The implementation of this system will improve customer service by providing easily retrievable and recoverable information, improvements to staff productivity by allowing faster retrieval of electronic documents (versus the current process of trying to locate hard copy documents), improved security, and improved file management over current methods utilized which are disorganized due to lack of physical space. This allocation will provide for ongoing customization and implementation, as well as allowing the development of certain non-core modules for other interested departments. The pilot system should be fully functional by Spring 2004. Other modules will be finished within calendar year 2004. (Funding Source: Cash Capital - FY 2004 Funds)

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Project 015-005 Account No.265702 Sub-object 2121	Systems Projects (General Ledger Accounting System)	\$40,000	\$40,000	Page 204 of the City's Approved 2004 CIP Budget Document

This allocation will provide funding for the reporting and configuration changes required to upgrade the City's financial management software. These changes will ensure that the City's financial accounting, budgeting and asset management software and underlying databases are supported by the vendor. The current general ledger accounting system was placed into production in FY 1998, replacing the City's 15 year-old mainframe general ledger accounting. The system Performance Accounting, includes technology that provides departments and agencies with additional flexibility in managing, accessing and controlling financial information. The upgrades to the system are scheduled to occur in Spring 2004 and will add some reporting features relating to accounting for City encumbrances and fix some known problems with existing software. This allocation includes funds to cover the costs for programming changes to reports and interfaces and for verification testing by the vendor to ensure that City historical data is formatted and modified correctly. (Fund Source: Cash Capital - FY 2003 Funds)

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