

*City of Alexandria, Virginia*8
10-27-09

MEMORANDUM

DATE: OCTOBER 19, 2009

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER *J*

SUBJECT: CONSIDERATION OF 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 \$1,809,194 in capital project allocations and planned expenditures for the capital projects as detailed in the Capital Improvement Expenditure Summary (Attachment).

DISCUSSION: This docket item provides a summary of Capital Improvement Program planned expenditures (Attachment). It includes projects reflected in the City's Fiscal Year 2010 Capital Budget approved by City Council, or approved in capital budgets prior to FY 2010 with a CIP budget document page reference in the Attachment. A project title listing appears on the next page and a detailed summary appears in the Attachment.

Allocations are recommended for the following projects:

Schools (\$147,471)

Furniture, Fixtures, & Equipment	\$100,000
George Mason School Playground	\$47,471
Renovations of Existing Facilities	\$0

Community Development (\$1,303,273)

Four Mile Run Stream Restoration – STAG Grant	\$1,303,273
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Recreation and Parks (\$100,000)

Chinquapin Recreation Center HVAC	\$100,000
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Public Buildings (\$200,000)

Space Management Program	\$100,000
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IT Plan (\$158,450)

Fire Department Records Management System	\$77,450
Police Department CAD/RMS including Automated Vehicle Location (AVL)	<u>\$81,000</u>

Total Allocations Requested for October 2010	\$1,809,194
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ATTACHMENT: Capital Improvement Program Planned Expenditures

STAFF:

Mark Jinks, Deputy City Manager

Bruce Johnson, Chief Financial Officer

Michael Stewart, Analyst, Office of Management and Budget

**Attachment: Capital Improvement Program (CIP) Planned Expenditures
October 27, 2009 Report, Docketed October 27, 2009**

This attachment provides summary information on capital improvement program projects for which work will be initiated and expenditures incurred during the upcoming months. Except as noted, funding for all of the projects discussed below is included in the City's Approved FY 2010 Capital Improvement Program (CIP) budget or in prior year capital budgets.

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
001-197	200750-2313	Schools (Furniture, Fixtures, and Equipment)	\$100,000 (General Obligation Bonds)	p.6-4 (FY 2010 Approved)
<p>This allocation provides \$100,000 for furniture, fixtures, and equipment (FF&E) throughout the Alexandria City Public Schools System. This project provides funding for purchase of additional classroom furniture and equipment to accommodate the continuing increase in student enrollment at the elementary schools.</p> <ul style="list-style-type: none"> Furniture, Fixtures and Equipment includes all built-in equipment attached to building surfaces, such as chalkboards, bulletin boards, cabinetry, bookshelves, closet doors and hardware, closet shelving, hallway doors and hardware, floor coverings, and ceilings. Most of this equipment in the schools is original to the date of building construction. This project provides for the replacement and modernization of the architectural buildings fixtures, furnishings, and equipment at all school facilities through a phased systematic replacement plan. 				

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
001-165	200170-2121	Schools (George Mason School Playground)	\$47,471 (Private Donations)	N/A
<ul style="list-style-type: none"> The Alexandria City Public Schools received \$47,471 in private contributions in FY 2009 to construct a new playground at George Mason School. Construction has been completed. This funding was not included in an Approved Capital Improvement Program and therefore needs to be allocated and then brought before City Council in a future appropriations ordinance to finalize this donation. 				

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PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
001-174	200337-2121	Schools (Renovations of Existing ACPS Facilities)	Funds Already Allocated	p.6-4 (FY 2010 Approved)

- This allocation does not provide additional funds for this project, but rather approves a repurposing of prior allocated capital funds. In the June 2009 City Council Meeting, Council allocated \$1,064,494 to the Renovations of Existing School Facilities project for the creation of new classroom space and unanticipated and emergency repairs at school facilities.
- Subsequent to this Council action, the School Board and Superintendent moved to divide George Washington and Francis Hammond Schools into multiple “campuses” in order to better handle the large growth in enrollment. As a part of these projects implemented during the summer to prepare for the new school year, ACPS utilized approximately \$100,000 of these allocated funds to install new features and enhance the exterior landscapes at these facilities. This action by Council will recognize this repurposing of capital funds on a retroactive basis.

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PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
TBD	TBD	Community Development (4 Mile Run Stream Restoration)	\$586,473 (General Obligation Bonds); \$716,800 (Federal STAG Grant)	p.6-18 (FY 2010 Approved)

This allocation of \$1,303,273 will provide funding for the architectural and engineering design and construction document development and partial construction of the Four Mile Run Stream Restoration Demonstration Project. This grant was approved by City Council in September 2007.

- Project tasks to be completed in FY 2010 include: Project Kick-off Meeting, Corridor Assessment and Data Collection, Develop 30% Design Documents, Develop 60% Design Documents, and Develop 90% Design Documents.
- The Federal Appropriation Act of FY 2006 made funds available to the U.S. Environmental Protection Agency (EPA) for the implementation of the Four Mile Run Stream Restoration Project through the State and Tribal Assistance Grant (STAG) program.
- The City of Alexandria and Arlington County received \$1,433,600 to be divided equally and funds were earmarked specifically for "to assist Arlington and Alexandria in their joint effort to restore the Four Mile Run Watershed that splits the two jurisdictions." The cost-share requirement for these grants is 45 percent recipient and 55 percent federal. This grant was previously approved by City Council at the September 25, 2007 meeting.
- Federal funds available for expenditure by the City of Alexandria are \$716,800, and combined with the City share of \$586,473, the total project budget is \$1,303,273.

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PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
004-302	215566-2121	Recreation and Parks (Chinquapin Recreation Center)	\$100,000 (General Obligation Bonds)	p. 6-27 (FY 2010 Approved)
<p>This project will provide for the replacement of two existing heating, ventilation and air conditioning (HVAC) units at the Chinquapin Recreation Center that are over 25 years old and original to the facility. The two units are well past their useful life and have experienced system failures in the past resulting in no heat or air conditioning at the facility. Complete failure is expected if this replacement does not occur and cannot wait until the proposed expansion and renovation of the facility sometime in the future. Specifically, this allocation will:</p> <ul style="list-style-type: none"> • Provide for the replacement of the two original HVAC units at the facility including all related equipment (piping, valves, bearings, housings, belts, pulleys, motors, controls, etc); electrical work, demolition, ductwork and programming; • The estimated cost for this replacement is \$189,000. The balance will be funded with the monies already allocated to this project account. It should be noted that these funds were originally intended for establishing program and concept alternatives for a new or renovated Chinquapin Recreation Center. At this time, however, the need for a HVAC replacement is immediate and supercedes the originally intended use of these funds. • The project is scheduled to begin in November 2009 and be completed by Winter 2010. 				

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PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
005-343	221155-2102	Space Management Program	\$100,000 (Cash Capital)	p. 6-72 (FY 2010 Approved)

This City-wide program provides for the architectural assessment of City-owned and leased buildings; the documentation and analysis of space needs versus space inventory; as well as relocation recommendations to optimize City-owned space and minimize leased space. A significant part of this program requires the evaluation of space occupancy in relation to modified staffing, additional facility space and potential reuse of properties. Specifically, this allocation of \$100,000 will provide for the following:

- **City Hall (\$75,000):** Reconfiguration of space on the first floor of City Hall including Finance, T&ES and the City Attorney’s Office. Plans for this reconfiguration are still being finalized and additional assessment of the first floor spaces and uses is currently underway. Work is scheduled to begin in November and be completed in Winter 2010.
- **405 Cameron Street (\$25,000):** Relocation of eleven (11) Facilities Maintenance Division staff of the Department of General Services from City-owned office space at 405 Cameron Street to existing City leased space at 110 N. Royal Street currently occupied by the Administration and Capital Projects Divisions of General Services. This relocation is being undertaken (per the City real estate asset study and Council direction) in preparation for the planned future sale of the City-owned building located at 405 Cameron Street. With the space at 110 N. Royal Street already under a long-term lease, no additional lease costs will be incurred. Work is scheduled to begin in November and be completed in Winter 2010.

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PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
015-516	265750-3802	IT Plan (Fire Records Management System)	\$77,450 (Cash Capital)	p. 7-32 (FY 2010 Approved)

This allocation of \$77,450 provides funding for essential services for operating the Fire Emergency Communications (911) function and its underlying Records Management System (RMS). Specifically, this allocation funds hardware purchases for the Fire Communications Center and a regional CAD-to-CAD integration project.

- **Hardware (\$37,450):** IT hardware supporting the Fire Department Emergency Communications Center is replaced on an accelerated cycle to ensure dependable 24/7/365 operation. Additional monitors are used for displaying information from numerous sources simultaneously. The City's CAD vendor changed the system architecture to support Fire and Police CAD and mapping. As a result, an additional mapping server was specified. The deployment of this dedicated server is planned to occur within the next 60 days. It is anticipated that this server will be moved to the new joint Public Safety Communications Center in 2011, at the time that the AFD and APD communications functions are combined.
- **Integration Services (\$40,000):** The most critical current need for Fire Emergency Communications focuses on Alexandria's commitment to the regional Fire Department CAD-to-Fire Department CAD project and the assessment of replacement CAD systems. Grant funding has been secured to support the regional Data Exchange Hub and to pay different CAD vendors for their development costs. Funds expended in this project directly apply to the City's required funding match for the grant.

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PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
015-516	265751-3802	IT Plan (Police CAD/RMS Replacement including Automated Vehicle Location (AVL))	\$81,000 (Cash Capital)	p. 7-32 (FY 2010 Approved)
<p>This allocation of \$81,000 is for the replacement of the computer workstations in the Police Department Communications Center. These workstations are used 24/7 to operate the CAD System and other related applications, including the Automated Vehicle Location (AVL) System.</p> <ul style="list-style-type: none"> • Due to the critical nature of these workstations and their continual heavy use, the workstations are on a two-year replacement cycle. Thirteen computer workstations will be replaced and several graphics cards at older workstations will be upgraded at this time. At the time the joint Public Safety Communications Center opens in 2011, the current Police Department Communications Center is expected to serve as the City's back-up center. As such, these workstations the City is purchasing today will continue to provide a necessary function to the City into the future, even with the opening of the new Public Safety Communications Center. • The implementation of Police AVL and Mobile Mapping continues. AVL technology is used to deploy resources, dispatch officers, monitor officer activity and ensure officer safety. The mapping component allows dispatchers, officers, and supervisors to see where pending police calls for service and police officers are located. This allocation will assist in funding the GPS equipment and software for the remaining third of the Police Department's fleet. Deployment is expected in the third quarter of FY 2010. 				