

City of Alexandria, Virginia

13  
6-25-02

MEMORANDUM

DATE: JUNE 17, 2002

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 2003 Capital Budget, approved by City Council on May 6, 2002, or approved in capital budgets prior to FY 2003, 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:

City Facilities

Purchase of 4480 King Street (Health Department)	\$8,150,000
City Visitor Center Study	\$ 250,000

Traffic Improvements and Rapid Transit

Traffic Control Facilities	\$ 250,000
----------------------------	------------

Streets and Bridges

Street Reconstructions	\$ 700,000
Duke Street Traffic and Streetscape Improvements	\$ 195,000
Street Lighting	\$ 50,000

Sewers	
Sanitary Sewer Reconstruction	\$ 600,000
Storm Sewer Reconstruction	\$ 500,000
Royal Street Relief Sewer	\$ 200,000
Systems Development	
Electronic Government Systems Development	\$ 276,000
Business Tax Accounts Receivables System Replacement	\$ 200,000
Replacement of Small Systems Applications	\$ 120,000
Emergency Operations Center Enhancements	\$ 100,000
Help Desk System Replacement	\$ 75,000
Intranet	\$ 70,000
MH/MR/SA HIPAA Compliance Program	\$ 50,000
Facilities Maintenance System	\$ 6,000
Infrastructure Projects	
Institutional Network Development (I-Net) (Grant Monies)	\$ 694,269
Network Infrastructure Hardware Upgrades	\$ 349,000
Increase LAN Backbone Capacity	\$ 33,000
Network Security	\$ 25,000
Network Operating System Upgrade	\$ 25,000
Upgrade Workstation Operating System	\$ 23,000
Individual Building LAN Development	\$ 17,000

**ATTACHMENTS:**

Attachment 1 - Capital Improvement Program Planned Expenditures

**STAFF:**

Mark Jinks, Assistant City Manager

Gene Swearingen, Director, Office of Management and Budget

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

**CAPITAL IMPROVEMENT PROGRAM PLANNED EXPENDITURES**

**May 31, 2002 Report, Docketed June 25, 2002**

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 2003 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.221085 Sub-object 2121	City Facilities (Health Department)	\$8,150,000	\$8,150,000	Page 108 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the acquisition of property (4480 King Street) that is to become the new headquarters for the Alexandria Health Department and possibly other City uses, including the Clubhouse Program. This allocation will provide for the acquisition of the property only. An allocation request will follow in Fall 2002 that will provide for the design and build-out of the space to accommodate staff and equipment. The closing date for the purchase of the commercial property is planned by the end of FY 2002. The design and construction process will commence thereafter. (Fund Source: Cash Capital - FY 2001, FY 2002 and 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 005-020 Account No.231374 Sub-object 2121	City Facilities (City Visitor Center Study)	\$250,000	\$250,000	Page 114 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for a feasibility study to determine the need for, costs, benefits and possible development of a new visitors center in the City to be operated by the Alexandria Convention and Visitors Association (ACVA). This facility would possibly be in addition to or a replacement of the Ramsay House, and for capital investment in tourism promotion. (Fund Source: Cash Capital - FY 2000 Funds)

6

**CAPITAL IMPROVEMENT PROGRAM PLANNED EXPENDITURES**  
 May 31, 2002 Report, Docketed June 25, 2002

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 009-039 Account No.235390 Sub-object 2121	Traffic Improvements and Rapid Transit (Traffic Control Facilities)	\$250,000	\$250,000	Page 123 of the City's Approved 2003 CIP Budget Document

This allocation will provide for the ongoing scheduled installation, replacement and upgrade of traffic signal equipment City-wide that requires a high level of maintenance and the emergency replacement of equipment damaged by nature and/or vehicular traffic. This allocation will also provide for the ongoing cable replacement between the signal equipment and the City's 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 2002 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 011-011 Account No.245357 Sub-object 2121	Streets and Bridges (Street Reconstructions)	\$700,000	\$700,000	Page 153 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for miscellaneous street reconstruction and rehabilitation projects and streetscaping throughout the City. This allocation will provide for the reconstruction of Tennessee Avenue between Old Dominion Boulevard and Gresham Place; Phase II of the Northeast Traffic Management Plan which includes Powhatan Street; and miscellaneous street reconstructions resulting from storm and sanitary sewer reconstructions. These projects are scheduled to begin in June 2002 and be completed by November 2002. (Funding Source: Cash Capital - FY 2002 Funds)

X

CAPITAL IMPROVEMENT PROGRAM PLANNED EXPENDITURES  
 May 31, 2002 Report, Docketed June 25, 2002

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 011-011 Account No.245325 Sub-object 2121	Streets and Bridges (Duke Street Traffic and Streetscape Improvements)	\$195,000	\$195,000	Page 155 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for traffic and streetscape improvements on Duke Street at Gordon Street. These improvements will include the removal of all signal equipment, the installation of underground conduit, new mast arm poles, and the undergrounding of all utilities and landscaping. The project will provide a safer intersection design, lower maintenance costs and improve the aesthetics of the area. The civic association in the project area will be asked to attend a public meeting to preview the proposed project. Construction is scheduled to be completed by the end of October 2002. (Funding Source: Cash Capital - FY 2002 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 011-075 Account No.245373 Sub-object 2121	Streets and Bridges (Street Lighting)	\$50,000	\$50,000	Page 160 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the purchase of new Gadsby's streetlight fixtures. The City is required by the franchise agreement with Dominion Virginia Power to have a stock of incandescent and high pressure Sodium Vapor Gadsby's fixtures on hand for installation by Dominion Virginia Power. This project is ongoing. (Funding Source: Cash Capital - FY 2001 and FY 2002 Funds)

CAPITAL IMPROVEMENT PROGRAM PLANNED EXPENDITURES  
 May 31, 2002 Report, Docketed June 25, 2002

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 013-005 Account No.255133 Sub-object 2121	Sewers (Sanitary Sewer Reconstruction and Extension)	\$600,000	\$600,000	Page 163 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the construction of new sewer mains and the replacement and rehabilitation of old lines as needed. This allocation will provide for sanitary sewer reconstruction on West Uhler Avenue (from Commonwealth Avenue to Hickory Street); on Caton Avenue (from Commonwealth Avenue to Hickory Street); on Forest Avenue (from Commonwealth to Hickory Street) and Hickory Street (from Mount Ida to Forest Street). These projects are scheduled to begin in June 2002 and be completed in Spring 2003. (Funding Source: Cash Capital - FY 2002 and FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 012-003 Account No.250076 Sub-object 2121	Sewers (Storm Sewer Reconstruction)	\$500,000	\$500,000	Page 170 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for extensions and replacements of storm sewers, and for the reconstruction of deteriorated storm water channels. This allocation will provide for drainage and reconstruction at Duncan Alley; storm sewer reconstruction at Lee and Franklin Streets; alleviate intersection flooding at Commonwealth Avenue and Glebe Road; storm sewer reconstruction at Lee and Wilkes Streets; and provide for a storm area study and design for the area at Braddock and West Streets. These projects are scheduled to begin in June 2002 and scheduled for completion in Spring 2003. (Funding Source: Bond Proceeds - FY 2002 Funds)

CAPITAL IMPROVEMENT PROGRAM PLANNED EXPENDITURES  
 May 31, 2002 Report, Docketed June 25, 2002

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
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 2003 CIP Budget Document

This allocation will provide funding for the Royal Street Relief Sewer Shed and Tanyard Ditch Sewer Study and design to alleviate flooding in the sewer shed area. There have been public meetings with residents affected by the flooding and those residents in the area will be notified of the study. Public progress meetings will also be held. The study should be finalized by November 2002. (Funding Source: Cash Capital - FY 2002 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-005 Account No. 265397 Sub-object 2121	Systems Development (Electronic Government Systems Development)	\$276,000	\$276,000	Page 209 of the City's Approved FY 2003 CIP Document

This allocation will provide funding to develop electronic government (e-government) systems to connect customers to City information systems so that they may obtain current and accurate information in a timely manner and complete their business with the City on-line. E-government initiatives will include applying for and tracking construction permits on-line; registering for recreation programs on-line or via voice integrated voice response; reporting of minor crimes; listing approved child care providers on-line; and using e-checking for payment of taxes, fines and City services. This project is scheduled to begin in Fall 2002 and be completed in Winter 2003. (Funding Source: Cash Capital - FY 2001, FY 2002 and FY 2003 Funds)

CAPITAL IMPROVEMENT PROGRAM PLANNED EXPENDITURES  
 May 31, 2002 Report, Docketed June 25, 2002

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-508 Account No.265496 Sub-object 2121	Systems Development (Business Tax Accounts Receivable System Replacement)	\$200,000	\$200,000	Page 220 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the redevelopment of the Business Tax Accounts Receivable System. The City's current system is dated, 80 percent manual, written in an obsolete programming language, difficult to maintain and incompatible with City and industry standards. The current system must be replaced to prevent down time and ensure timely accurate and better collections of revenue. This project is scheduled to begin in Spring 2002 and be completed by Winter 2004. (Funding Source : Cash Capital - FY 2003 funds).

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-015 Account No. 265275 Sub-object 2121	Systems Development (Replacement of Small Systems Applications)	\$120,000	\$120,000	Page 246 of the City's Approved FY 2003 CIP Document

This allocation will provide funding to replace a number of small applications systems that have been developed in computer languages that are no longer widely used, and thus difficult to maintain and support. This allocation will convert 25 old small Clipper and Powerbuilder programs. This project is scheduled to begin in Spring 2002 and will be completed in Fall 2003. (Funding Source: Cash Capital - FY 2002 and FY 2003 Funds)



Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-533 Account. No. 265525 Sub-object 2121	Systems Development (Emergency Operations Center Enhancements)	\$100,000	\$100,000	Page 239 of the City's Approved FY 2003 CIP Budget Document

This allocation will provide funding for a number of information technology upgrades to the City's Emergency Operations Center (EOC). These upgrades were recommended following a test of the EOC in November 2001 which identified several technical issues. In the short term, this allocation will provide for the purchase of 15 laptop computers which will be preconfigured for EOC use and available at all times in the EOC. It will also provide for enhanced wiring and electrical power to ensure a more stable EOC networking environment. For the longer term, this allocation will also provide funding for a contractor to analyze the long term EOC needs and develop a plan to implement the findings of that analysis. This project is scheduled to begin in Fall 2002. (Funding Source: Cash Capital- FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-534 Account. No. 265444 Sub-object 2121	Systems Development (Help Desk System Replacement)	\$75,000	\$75,000	Page 253 of the City's Approved FY 2003 CIP Budget Document

This allocation will provide funding for the replacement of the current service call tracking system, which is no longer vendor supported. The new system will be web-based which will allow customers to enter and track calls and enable Help Desk personnel to access the system from any location. The new system will interface with the Lotus Notes Address Book to consolidate the names of users into one database and allow for automatic e-mail call response. This new system will also allow for the easier handling of multiple assignments and enable the efficient handling of change management, virus tracking and office moves. This project is schedule to begin in Summer 2002. (Funding Source: Cash Capital- FY 2003 Funds)

5

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-528 Account. No.265450 Sub-object 2121	Systems Development (Intranet)	\$70,000	\$70,000	Page 249 of the City's Approved FY 2003 CIP Budget Document

This allocation will provide funding for the completion of the City's basic intranet infrastructure and begin developing content and related applications. The intranet is the application of internet technologies over an organization's internal network. The information that is provided through an intranet is available only to an organization's employees and allows for the display of documents, submission of information using electronic forms and enhanced employee collaboration. An intranet resides on an organization's existing network and is usually protected from the outside by a firewall. This allocation will enable staff to continue developing content and related applications and extend the intranet availability to various City government offices in a computer kiosk mode so that employees without regular desktop computers can access it. This allocation will also provide for the needed expansion of the City site to include several additional departments and to revise the standard interface. (Funding Source: Cash Capital- FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-015 Account. No.265225 Sub-object 2121	Systems Development (MH/MR/SA HIPAA Compliance Program)	\$50,000	\$50,000	Page 253 of the City's Approved FY 2003 CIP Budget Document

This allocation will provide funding to design and develop a system to track and report all Health Insurance Portability Accountability Act (HIPAA) related activity and data as required by the federal government. The City's Department of Mental Health, Mental Retardation and Substance Abuse (MH/MR/SA) need to have this system in order to comply with HIPAA and avoid fines or legal action against the City for late and inaccurate reporting. This project is scheduled to begin in Fall 2002 and be completed in Spring 2003. (Funding Source: Cash Capital- FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-015 Account No.265250 Sub-object 2121	Systems Development (Facilities Maintenance System)	\$6,000	\$6,000	Page 246 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for additional modules to the core application of the General Services' Facilities Maintenance System. This automated facilities management system assists General Services in effectively managing and maintaining City facilities for which it is responsible. This system allows the department to capture, schedule and track the completion of thousands of repair requests received annually. In addition, the system provides the capability for creating, storing and updating a comprehensive inventory of facilities equipment and systems including age, condition, life cycle expectancy and maintenance requirements. The installation of additional modules is scheduled to begin in the fall of 2002. (Funding Source: Cash Capital - FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-014 Account. No.260143 Sub-object 2121	Infrastructure Projects (Institutional Network Development)	\$694,270	\$694,270 (Grant Monies)	Page 197 of the City's Approved FY 2003 CIP Budget Document

This allocation will provide funding to connect a number of City sites including the Lyceum, Gadsby's Tavern, Lloyd House and the ASAP Office, as well as newly identified sites including the Police satellite office, the relocated Probation and Parole Office, the Dockmaster's Office, the Police K-9 Office, and possibly JobLink. Funding for this project is provided under the City's cable franchise agreement and as such is provided by Comcast Cable Communications (formerly Jones Communications) capital grant monies and sustains the continued activation of the fiber optic network that Jones Communications installed for the City, called the City's Institutional Network (I-Net). In FY 2003, some of the data communications links between major City, School and Library facilities will be upgraded to provide improved speed and service. This allocation will carry this ongoing project through early 2003. (Funding Source: Cable Operator Contributions/CIP Grant - FY 2002 Funds)

//

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-004 Account. No.265447 Sub-object 2121	Infrastructure Projects (Network Infrastructure Hardware Upgrades/ Replacement)	\$349,000	\$349,000	Page 195 of the City's Approved FY 2003 CIP Budget Document

This allocation will provide funding for the phased replacement and enhancement of the hardware and software required to operate the City's computer network services in a safe and reliable manner. The City has undertaken multiple projects which tie to the process of migrating from providing file and print services using Novell software and servers to a TCP/IP-based mix of software and servers using Windows 2000 Active Server software and servers. This allocation will provide for the purchase of hardware and software for up to ten large enterprise class servers for consolidation of the multiple smaller Novell servers and the associated enterprise server and desktop licenses and administration software/desktop licenses required to manage the network from these new servers. This project is scheduled to begin in Fall 2002 and be completed by early 2003. (Funding Source: Cash Capital- FY 2003 Funds)

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)	\$33,000	\$33,000	Page 192 of the City's Approved FY 2003 CIP Budget Document

This allocation will provide funding to increase the capacity of the Local Area Network (LAN) backbone equipment in the Public Safety Center to accept 100 megabits per second at the desktop. 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 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

12

deployment of Lotus Notes e-mail, the backbone capacity is being significantly increased in many City facilities. This allocation will increase the backbone capacity in the Public Safety Building. This project is scheduled to begin in Summer 2002 and be completed in Fall 2002. (Funding Source: Cash Capital - FY 2002 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-004 Account No.265876 Sub-object 2121	Infrastructure Projects (Network Security)	\$25,000	\$25,000	Page 202 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the acquisition of hardware and software needed to provide security to the City's desktop computers, mobile computers and network servers and services. Network services include wide and local area networks, including protection of unauthorized access from the Internet. As connections to the State networks are needed for the Courts, the Public Safety agencies, the Finance Department, Planning and Zoning, Transportation and Environmental Services (T&ES), the Real Estate Assessor and the Human Services agencies, these funds will also provide for the acquisition and installation of computer network communication devices, such as firewalls and hardware which work in conjunction to isolate the City's networks and data communications from those of the State. These devices ensure that the City-to-State TCP/IP connections are private and secure the City's wide and local area networks against unauthorized access. (Funding Source: Cash Capital - FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-004 Account No.265314 Sub-object 2121	Infrastructure Projects (Network Operating System Upgrade)	\$25,000	\$25,000	Page 193 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the upgrade of the network operating systems used by the City's network and application servers. The planned upgrades for all Novell servers and all Windows NT servers will be to Microsoft Windows 2000 Active Server. This new version of server operating systems provide the ability to synchronize the directory and user entries on all Wide Area Network (WAN) connected servers, simplifying the administration and management of these servers making it possible to provide a more reliable computing environment. This allocation will carry this ongoing project thorough the end of FY 2003. (Funding Source: Cash Capital - FY 2003 Funds)

13

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 Workstation Operating Systems)	\$23,000	\$23,000	Page 194 of the City's Approved 2003 CIP Budget Document

This allocation will provide funds to upgrade the operating system on the City's work stations with an appropriate latest version of Windows 2000. This allocation will also provide for additional work station memory and larger capacity hard drives as necessary. These upgrades are required for the next generation of City e-mail messaging, financial, public safety, Geographic Information System (GIS) and other applications. The City replaces work stations on a four-year cycle which includes new operating systems. This allocation is for those workstations which are not in need of replacement, but still require upgrades in order to either operate new programs or have many programs operating simultaneously. Rapid changes in operating system technology will, for the foreseeable future, require upgrades approximately every 24-36 months. These upgrades will begin in Summer 2002 and continue through the Fall of 2002. (Funding Source: Cash Capital - FY 2002 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-004 Account No.265306 Sub-object 2121	Infrastructure Projects (Individual Building LAN Development)	\$17,000	\$17,000	Page 193 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the installation of, or upgrades to Local Area Networks (LANs) located in many City government buildings. This allocation will fund the acquisition of the LAN infrastructure components needed to complete the replacement of remote dial-up services. This allocation will also enhance productivity by providing for the installation of LANs at those buildings which currently do not have them such as the Lloyd House and Gadsby's Tavern. This allocation will carry this ongoing project through Fall 2002. (Funding Source: Cash Capital - FY 2002 Funds)

14