

EXHIBIT NO. 1

City of Alexandria, Virginia

15  
1-22-02

MEMORANDUM

DATE: JANUARY 11, 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

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**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 2002 Capital Budget, approved by City Council on May 3, 2001 or approved in capital budgets prior to FY 2002 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:

Schools

Minnie Howard School (Planning & Architectural Design)	\$ 358,000
Patrick Henry Elementary (HVAC System Replacement)	\$ 122,000
Lyles-Crouch Elementary (Media Center Construction)	\$ 75,000
John Adams Elementary (ADA Renovations)	\$ 20,000
Douglas MacArthur Elementary(ADA Renovations)	\$ 15,000
George Mason Elementary (ADA Renovations)	\$ 15,000

Recreation and Parks

Chinquapin Recreation Center (HVAC Replacement)	\$ 265,000
Bike Trails	\$ 154,000

<b>Park Improvements</b>	
Windmill Hill Park (Architectural Design)	\$ 70,000
Playground Improvements	\$ 60,000
Ball Court Renovations	\$ 45,000
Athletic Field Improvements	\$ 40,000
Dora Kelley Nature Preserve (Erosion Control)	\$ 25,000
ADA Requirements	\$ 25,000
<b>Streets and Bridges</b>	
Mill Road Realignment	\$3,423,179
<b>Sewers</b>	
Oronoco Outfall	\$ 140,000
<b>Preservation of Historic Buildings</b>	
Lloyd House (Renovation)	\$ 460,000
<b>Information Systems Development</b>	
Criminal Justice Information System (CJIS)	\$ 60,000
Intranet	\$ 30,000
Network Security	\$ 25,000

**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**  
**December 31, 2001 Report, Docketed January 22, 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 2002 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 001-064 Account No.200645 Sub-object 2121	Minnie Howard School (9 <sup>th</sup> Grade Center)	\$358,000	\$358,000	Page 46 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding to retain an Educational Planning and Architectural Design Team to begin design of the expansion and renovation of the secondary school program at Minnie Howard School. Plans will include a classroom addition, expansion of the physical education facilities, cafeteria and library/media center. Educational Master Planning is scheduled to begin in January 2002 and be completed by June 2002. (Fund Source: Bond Proceeds - 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 001-162 Account No.200394 Sub-object 2121	Patrick Henry Elementary School	\$122,000	\$122,000	Page 45 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for the design and engineering required for the replacement of the heating, ventilation and air conditioning system (HVAC) at the Patrick Henry Elementary School. The current boiler is 48 years old and past its useful life. Design work is scheduled to begin in January 2002 and be completed by March 2002. Construction and installation of the new HVAC system is scheduled to begin in May 2002 and be completed by September 2002. (Funding Source: Cash Capital - FY 2002 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 001-173 Account No.200500 Sub-object 2121	Lyles Crouch Elementary School (Media Center)	\$75,000	\$75,000	Page 46 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for the construction of the new media center addition to Lyles Crouch Elementary School. This allocation will be used to correct the unstable sub soil conditions encountered during the construction of the foundation of the media center addition. The unsuitable soil had to be removed and replaced with approved backfill. These funds will be allocated from the Patrick Henry School account (200394) to fund this unforeseen problem at the Lyles Crouch project. Construction is ongoing and is scheduled for completion in February 2002. (Funding Source: Cash Capital - 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 001-172 Account No.200105 Sub-object 2121	John Adams Elementary School	\$20,000	\$20,000	Page 45 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for the architectural and engineering required for the design of the American with Disabilities Act (ADA) renovations and plumbing replacement needed to upgrade the restrooms at John Adams Elementary School. (Funding Source: Cash Capital - FY 2002 Funds)

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Project 001-159 Account No.200154 Sub-object 2121	Douglas MacArthur Elementary School	\$15,000	\$15,000	Page 45 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for the design of the American with Disabilities Act (ADA) renovations at Douglas MacArthur Elementary School. Design is scheduled to begin January 2002 and be completed by March 2002. (Funding Source: Cash Capital - FY 2001 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 001-165 Account No.200170 Sub-object 2121	George Mason Elementary School	\$15,000	\$15,000	Page 45 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for the design of American with Disabilities Act (ADA) renovations at George Mason Elementary School including the installation of ramps and the installation of a generator for the existing elevator. Design is scheduled to begin in January 2002 and be completed in March 2002. (Funding Source: Cash Capital - FY 2002 Funds)

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Project 004-001 Account No.215577 Sub-object 2121	Recreation and Parks (Chinguapin Recreation Center)	\$265,000	\$265,000	Page 71 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for the replacement of the heating, ventilation and air conditioning system (HVAC) at the Chinguapin Recreation Center. Construction is scheduled to begin no later than June 2002 and is scheduled to be completed in early FY 2003. (Funding Source: Cash Capital - FY 2001 Funds)

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Project 004-051 Account No.215277 Sub-object 2121	Recreation and Parks (Bike Trails)	\$154,000	\$154,000	Page 67 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for annual bike trail construction and maintenance. Of this allocation, \$93,000 will be used to fund the City's share of the TEA-21 grant for the Eisenhower Valley bike trail. The remaining \$61,000 will be used for the design and construction of the Chambliss connector, which will connect the Alexandria and Fairfax bike trail systems and allow for paving along other City bike trails. The first phase of the Eisenhower Valley project is scheduled to take approximately two years. (Funding Source: Cash Capital - FY 2001 Funds)

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Project 004-012 Account No.215450 Sub-object 2121	Park Improvements (Windmill Hill Park)	\$70,000	\$70,000	Page 84 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for work already completed by Baker and Associates during the concept planning process for improvements at Windmill Hill Park. The planning process began in May 2001 with public meetings to present several different design proposals for the park area, to obtain comments and suggestions, and to answer citizen questions on various plans. The steering committee, which was appointed to guide the developments of a new design for the park, began working with Baker and Associates in July 2001 based on the results of the public meetings and is scheduled to produce a draft design later in the fiscal year. (Funding Source: Cash Capital - FY 2002 Funds)

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Project 004-012 Account No.215632 Sub-object 2121	Park Improvements (Playground Renovations)	\$60,000	\$60,000	Page 84 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for the replacement or repair of deteriorating play equipment, to provide small scale enhancements and to maintain safe play areas in playgrounds throughout the City, including the replacement of deteriorating equipment at Hume Springs and Ewald, as well as drainage work at Helen Miller/Bernard Hunter Park. Playground improvement work is scheduled to be completed in the Spring 2002. (Funding Source: Cash Capital - 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 004-714 Account No.267021 Sub-object 2121	Park Improvements (Ball Court Renovations)	\$45,000	\$45,000	Page 84 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding to complete the renovation of selected City tennis and basketball courts throughout the City, including patching and replacing surfaces and color coding at Ramsay, Chambliss and Ewald. These projects are scheduled to be completed in Spring 2002. (Funding Source: Cash Capital - FY 2001 Funds)

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Project 004-012 Account No.215491 Sub-object 2121	Park Improvements (Athletic Field Improvements)	\$40,000	\$40,000	Page 84 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for the replacement of deteriorated backstops and fencing and to provide grading and irrigation at the City's athletic fields. Upcoming projects include Four Mile Run and George Mason. This athletic field improvement work is scheduled to be completed in Spring 2002. (Funding Source: Cash Capital - 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 004-012 Account No.215657 Sub-object 2121	Park Improvements (Dora Kelly Nature Preserve)	\$25,000	\$25,000	Page 84 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding to improve the Dora Kelly Nature Preserve including the completion of minor erosion control work, repair of the steps and the installation of signage. These improvements are scheduled to be completed by Spring 2002. (Funding Source: Cash Capital - FY 2002 Funds)

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Project 004-012 Account No.215806 Sub-object 2121	Park Improvements (ADA Requirements)	\$25,000	\$25,000	Page 83 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding to meet Americans with Disabilities Act (ADA) requirements in park play areas by addressing accessibility issues. This allocation will address pathways at Simpson Field, Beverly and Beach Parks. These projects are scheduled to be completed by Spring 2002. (Funding Source: Cash Capital - FY 2002 Funds)

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Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 011-105 Account No.265520 Sub-object 2121	Streets and Bridges (Mill Road Realignment)	\$3,423,179 (\$628,113 - City; \$1,840,474 - State; \$954,592 - Developer Contribution)	\$3,423,179	Page 142 of the City's Approved 2002 CIP Budget Document

This allocation will provide additional funding for the construction of Phase One of the Mill Road Realignment project to remove hazardous curves from a portion of the roadway. Allocations of \$10,000 in City funds and \$490,000 in State funds have already been made toward this project. The project is to be largely funded under the Virginia Department of Transportation (VDOT) Urban System Improvement Program and the City is responsible for two percent of eligible costs. Since initial estimates in the early 1990s, the estimated cost of the project has been revised upward by \$2 million. This increase is partially attributable to extensive utility relocation work that is required, including the normal and alternate underground power circuits that service the Washington Metropolitan Area Transit Authority (WMATA) rail system. Funding is required to purchase property from WMATA to accommodate the relocation based on a recent appraisal of the property performed for this purpose.

Some of the additional funding to complete Phase One, in the amount of \$1,840,474, will derive from State Urban Funds previously earmarked to the City but not previously allocated to a specific project. In addition, Hoffman Development will contribute \$798,638, and the utility companies will contribute a total of \$155,954. The City will contribute \$628,113, which will be funded through the allocation of \$25,000 in City share remaining in this project, the reprogramming of \$413,435 from dormant or inactive Transportation and Environmental Services (T&ES) capital improvement accounts that have had no activity in three or more years, and the transfer of \$189,678 in unallocated monies from the completed Flood Control Tunnels account (245879).

The City's share of this State funded project is greater than two percent because the City is responsible for costs not normally funded by the State such as the cost of undergrounding of existing overhead utilities. This project is included in the small area plan for the location and is necessary to provide safety improvements needed to accommodate the increase in development in the Eisenhower Valley, as well as for the U.S. Patent and Trademark Offices now under construction. Construction is scheduled to begin in September 2002.

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State (VDOT)	\$1,840,474
Hoffman (Developer)	\$ 798,638
Utility Companies	\$ 155,954
City Share	\$ 628,113
<b>Total Allocation</b>	<b>\$3,423,179</b>

(Funding Sources: Cash Capital - Prior Year Allocated Unspent Funds - \$413,435; FY 2001 and FY 2002 Funds (265520) - \$25,000; FY 2000 Funds - \$189,678 (245879); State Funds - \$1,840,474; Contributions - \$954,592)

<b>Project Number</b>		<b>Approved</b>	<b>Planned</b>	<b>Budget Document</b>
<b>Index Code/</b>	<b>Project</b>	<b>Funding</b>	<b>Expenditure</b>	<b>Page</b>
<b>Sub-object</b>	<b>Title</b>	<b>Available</b>	<b>Amount</b>	<b>Reference</b>
Project 012-003 Account No.250050 Sub-object 2121	Sewers (Oronoco Outfall)	\$140,000	\$140,000	Page 164 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding to continue to address the ground contamination at the Oronoco Sewer Outfall. The City entered the Virginia Voluntary Remediation Program to address the contamination resulting from the former Alexandria Town Gas Site. The Virginia Department of Environmental Quality is in the process of approving the City's Work Plan for Site Characterization, Risk Assessment and Remedial Alternative Screening for the site. The Work Plan provides for additional soil, air and groundwater sampling, the installation of several monitoring wells and dye testing. Once these data are collected, both a human health and ecological risk assessments will be conducted. This information will be used to evaluate remedial alternatives or clean up options. This allocation, in addition to monies already allocated, will fund the implementation of the Work Plan and cover contingencies and the routine maintenance of interim corrective actions such as maintaining the absorbent and oil containment booms the City installed in April 2000. This project is ongoing with the Site Characterization, Risk Assessment and Remedial Alternative Screening scheduled to be completed by the end of FY 2002. (Funding Source: Bond Proceeds - FY 2002 Funds)

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Project 005-104 Account No.220972 Sub-object 2121	Preservation of Historic Buildings (Lloyd House)	\$460,000 (\$400,000 - City; \$60,000 - State)	\$460,000	Page 96 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for the renovation of the Lloyd House. The building will serve in part as administrative space for the Office of Historic Alexandria (OHA) and some other City staff, as well as provide for public meeting areas. The general scope of work is to make the first and second floors usable by reinforcing timbers, renovating the restrooms and installing new carpet and paint. This allocation will also provide funding for the removal of non-historic items installed by the previous occupants such as bookcases, fireplace mantels and light fixtures and provide for the installation of a new fire alarm and sprinkler system and lighting system. The Virginia State Department of Historic Resources has approved a grant in the amount of \$60,000 for the City's renovation of this facility. Construction is scheduled to begin in the spring of 2002 and be completed in the summer of 2002. (Funding Source: Cash Capital -\$400,000 - FY 2001 and FY 2002 Funds and \$60,000 - State Grant 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 015-005 Account No.265900 Sub-object 2121	Information Systems Development (Criminal Justice Information System)	\$60,000	\$60,000	Page 217 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for the conversion of Criminal Justice Information System (CJIS) data to ensure interoperability with the new Alexandria Justice Information System, (AJIS), which is expected to be operational in late FY 2003. CJIS serves as the primary source of criminal and civil case information for the City of Alexandria and is currently operating on Arlington County's mainframe computer. This system will be replaced by AJIS by the end of 2003. (Funding Source: Cash Capital - FY 2002 Funds)

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Project 015-528 Account No.265450 Sub-object 2121	Information Systems Development (Intranet)	\$30,000	\$30,000	Page 228 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding to continue developing content and related applications for the City's Intranet. Intranet is the application of the 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 project is ongoing. (Funding Source: Cash Capital - 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 015-004 Account No.265876 Sub-object 2121	Information Systems Development (Network Security)	\$25,000	\$25,000	Page 191 of the City's Approved 2002 CIP Budget Document

This allocation will provide funding for the continuing upgrade of network security for the City's desktop, mobile computer users and network services as well as the acquisition of hardware and software needed to provide security to these devices. Network services include wide and local area networks, including protection from unauthorized access from the internet. As connections to State networks are needed for the Courts, public safety agencies, Health Department, Finance Department, Planning and Zoning, Transportation and Environmental Services, Real Estate Assessments and Human Services, these funds will also provide for the acquisition and installation of computer network communications devices such as software in the form of firewalls and hardware in the form of modems, routers and network switches which work together to isolate the City's networks and data communications from those of the State. These devices ensure that the City to State TCP/IP data connections are private and secure the City's wide and local area networks against unauthorized access. (Funding Source: Cash Capital - FY 2002 Funds)