City of Alexandria, Virginia

MEMORANDUM

DATE: FEBRUARY 19, 2008

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER

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 the 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 2008 Capital Budget, approved by City Council on May 7, 2007, or approved in capital budgets prior to FY 2008 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.

It should be noted that the capital allocation authorization for the new DASH Bus Maintenance Facility is the subject of a separate, non-consent docket item.

Allocations are recommended for the following projects:

ACPS
      James Polk Elementary School - Boiler Replacement Planning $ 50,000

Public Buildings
      Energy Conservation - Energy Management Software $ 50,000
      Animal Shelter Capital Maintenance   26,250

Public Transportation & Traffic Control
      Traffic Control Facilities $ 400,000

Street, Bridge, & Pedestrian Improvements
      Old Town Undergrounding $ 500,000

Information Technology

Upgrade Workstation Operating Systems	$	122,500
Permit Processing Improvements		90,000
Database Infrastructure Development		75,000
Financial Accounting and Asset Management System		75,000
Public Safety Radio Replacement		50,000
AVL for Non-Public Safety		45,000
Sheriff Laptops		15,000

ATTACHMENT: Capital Improvement Program Planned Expenditures

STAFF:
Mark Jinks, Deputy City Manager
Bruce Johnson, Director, Office of Management and Budget
Liz Wheel, Budget/Management Analyst, Office of Management and Budget

Attachment: Capital Improvement Program (CIP) Planned Expenditures

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 2008 Capital Improvement Program (CIP) budget or in prior year capital budgets.

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
001-156	200196-2121	ACPS (James Polk Elementary School – Boiler Replacement Planning)	$50,000 (Funding Source: Cash Capital – Prior Year Funds)	p. 6-7
This allocation will provide for the planning and permit drawings for replacement of the boiler system at James Polk Elementary School. • Design will begin this Winter (FY 2008) with construction to begin Summer (FY 2009 through FY 2010). • Funds for the construction of this project are included in the FY 2009 capital budget.				

Attachment: Capital Improvement Program (CIP) Planned Expenditures

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
005-401	221242-2121	Public Buildings (Energy Conservation – Energy Management Software)	$50,000 (Funding Source: Cash Capital – FY 2008 Funds)	p. 6-65

This allocation will provide for the purchase of energy management software that will track utility bills of all energy commodities (electricity, water, natural gas, fuel, etc); monitor and analyze energy costs and consumption; and provide benchmarking of City-owned facilities and their systems that are critical for the implementation of energy conservation initiatives and emission reductions.

- Implementation of this software will eventually result in the following:

    o A reduction in energy consumption, the City's environmental impact; and City funds;
    o A comfortable work environment in the most cost-effective manner possible;
    o The reprogramming of monies currently spent on excessive utility usage to the maintenance and repair of facilities;
    o The maintenance and operation of sustainable buildings; and
    o The automation of the City's utility bill paying process from receipt of the bill to the entry of energy consumption data to other data that usually comprise the service provider's utility bills.

- Monies for this purchase are being reprogrammed from the Payroll/Personnel System IT Plan project (OCA 265686).

- These prior year unallocated funds are no longer required in FY 2008 for the Payroll/Personnel System and it is important that this energy management software be purchased and implemented as soon as possible, so that the expected savings in energy use and costs can commence as soon as possible.

4

2

Attachment: Capital Improvement Program (CIP) Planned Expenditures

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
005-604	221281-2106	Public Buildings (Animal Shelter Capital Maintenance)	$26,250 (Funding Source: Cash Capital – FY 2008 Funds)	p. 6-60

This allocation request will provide funds for the capital maintenance needs at the Vola Lawson Animal Shelter as defined in the contract between the City and the Animal Welfare League of Alexandria, manager of the facility.

- The City is responsible for all scheduled and unscheduled capital replacements and of elements and systems at the Vola Lawson Animal Shelter.

- This project is ongoing.

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
009-039	235390-2121	Public Transportation & Traffic Control (Traffic Control Facilities)	$400,000 (Funding Source: Cash Capital – Prior Year Funds)	p. 6-82

This allocation will provide for the upgrade and maintenance of traffic control facilities and the traffic computer system, as well as the signalization of intersections currently passively controlled with STOP or YIELD signs.

- The maintenance and upgrade of the City's traffic control facilities will help ensure traffic safety and optimize traffic flow within the City.

- This work is expected to be completed during the Spring and Summer of 2008.

5

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
011-301	245308-2121	Streets, Bridges, and Pedestrian Improvements (Old Town Undergrounding)	$500,000 (Funding Source: Cash Capital – FY 2008 Funds)	p. 6-103
This allocation will provide funds for Old Town Undergrounding (200 and 300 blocks of Lee Street, the 100 block of Wolfe Street, and the 100 and 200 blocks of Duke Street). Specifically, funds will be used for utility company wiring costs.				

- The duct work has been completed and about 75 percent of the house connections are complete (duct work and meter bases only).

- No wires have been pulled for any of the utilities and the contractor will stay on the job until Dominion Virginia Power has pulled all of the wires and energized the system.

- It is anticipated that the wires will be pulled through in April 2008.

- After this is completed, the contractor will be able to perform the house by house switchover and remove the old meters, and restore the landscape.

- This switchover is expected to be completed by Summer 2008.

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
015-403	265322-2121	Information Technology (Upgrade Workstation Operating Systems)	$122,550 (Funding Source: Cash Capital – Prior Year and FY 2008 Funds)	p.7-51

This project provides funds to upgrade computer operating systems to an appropriate version of Windows. This project also provides funding for computer hardware upgrades such as memory or hard drives and any labor costs associated with the upgrade.

- Although the City replaces desktops on a five-year cycle, desktop computers may require an operating system upgrade to allow a new or upgraded application to run properly.

- Funding in the amount of $30,000 is being requested for the anticipated needs of current Windows 2000 and XP desktops.

- In January 2007, Microsoft released its latest operating system, Windows Vista. Microsoft is expected to release Service Pack 1 for Windows Vista in early 2008.

- The City's primary computer vendor, Dell Inc., has announced that the company will no longer offer Windows XP starting on June 30, 2008.

- In anticipation of the phase out of Windows XP from Microsoft's mainstream support, the City needs to test the viability of Windows Vista in our current IT infrastructure.

- Funding in the amount of $92,550 is being requested for the initial phase of Windows Vista migration planning, training, testing, and limited deployments.

- The first set of test workstations will be purchased in Spring 2008 and technical training will be occur in Spring 2008 through Summer 2009.

Attachment: Capital Improvement Program (CIP) Planned Expenditures

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
015-517	265769-2121	Information Technology (Permit Processing Improvements)	$90,000 (Funding Source: Cash Capital – Prior Year Funds)	p. 7-43

This allocation will provide funds for the development of the City's Permit Processing application, along with associated hardware and software.

- Funds will be used to purchase mobile computer hardware (Panasonic Toughbooks, portable printers, docking stations, and miscellaneous support equipment) in support of field inspections for T&ES (10), Planning & Zoning (2), and Code Enforcement (5). This allocation will provide equipment for 17 field inspectors.

- This equipment will be purchased in Spring of 2008 and deployed by the Summer of 2008.

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
015-418	265371-2121	Information Technology (Database Infrastructure Development)	$75,000 (Funding Source: Cash Capital – Prior Year Funds)	p. 7-58

This project provides for the development of the City's Data Infrastructure environment.

- Funds will be used to purchase the software and licensing required to upgrade the City's enterprise database engines from MS SQL Server 2000 to SQL Server 2005.

- This allocation will also cover the upgrade of servers that support most of the City's minor database applications and the following major applications:
    o Performance Accounting,
    o Buyspeed,
    o Personal Property,
    o Permit Plan, and
    o Kronos.

- This purchase and upgrade will be in place before the summer of 2008.

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
015-513	265702-2121	Information Technology (Financial Accounting and Asset Management System)	$75,000 (Funding Source: Cash Capital – Prior Year Funds)	7-24

This project provides for ongoing version maintenance, upgrades, and eventual replacement of the City's general ledger and asset management and reporting system.

- Funds will be used for the vendor upgrades required to comply with current needs in the Finance/Purchasing Department.

- This upgrade will fully implemented by the Spring of calendar year 2008.

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
015-501	265298-2121	Information Technology (Public Safety Radio Replacement)	$50,000 (Funding Source: Cash Capital – FY 2008 Funds)	p. 7-34

This allocation will provide funds for the replacement of City subscriber radios (both mobile and portable) due to age, reliability, or damaged beyond repair.

- This program will ensure the City radio users will continue to operate at the optimum level during radio transmissions.

- It is important to note that these include Police and Fire public safety users 24 hours a day, seven days a week and require the highest level of operability.

- The replacement of these subscriber radios will also continue to meet the seamless direct interoperability capabilities with surrounding jurisdictions.

- Replacement of the radios will occur on an as-needed basis. It is anticipated that they will be replaced by August 2008.

Attachment: Capital Improvement Program (CIP) Planned Expenditures

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
TBD	265810-3902	AVL for Non-Public Safety (Automated Vehicle Location)	$45,000 (Funding Source: Cash Capital – FY 2008 Funds)	p. 7-28

This allocation will provide funding for a project to develop AVL for vehicles outside of public safety, including the initial proof of concept in which six refuse collection trucks and one supervisor's sedan will be tracked.

- Specifically the funding will be used for the following:
    - Purchase, installation and configuration of in vehicle GPS and communications devices ($10,000);
    - Wireless communications access ($5,000);
    - Purchase of AVL server hardware, configuration and installation services ($15,000); and
    - The development of an open mapping display ($15,000).

- AVL technology will allow the City to track vehicles in real time as well as store location information for archival or analytical purposes.

- This project is expected to begin in February 2008, with completion in September 2008.

- ITS is recommending the reprogramming of these funds from the Police CAD/RMS project (OCA 265751) to this project.

Attachment: Capital Improvement Program (CIP) Planned Expenditures

PROJECT NUMBER	INDEX CODE/ SUB-OBJECT	PROJECT TITLE	REQUESTED ALLOCATION	CIP PAGE NUMBER
TBD	265570-2121	Information Technology (Sheriff Laptops)	$15,000 (Funding Source: Cash Capital – FY 2008 Funds)	p. 7-40

This allocation will provide funding for the purchase of laptops for training purposes in the Sheriff's Office.

- These laptop computers will provide the Sheriff's Office the means to further its innovative approaches for completing in-house training.

- Procurement of the laptops will begin as soon as the funds are allocated. Delivery is expected three weeks from the date the order is placed.

- Upon receipt, the Sheriff's Office will start its configuration with standard Sheriff's training software and applications.

- The laptops are expected to be ready for use by Spring of 2008.