

Capital Improvements Program Review and Advisory Committee (CIPRAC)

Paz Gomez - DCOO Infrastructure/Public Works, Chair

Minutes of Meeting
Thursday, August 25, 2016

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> ADA Comp. & Assessment | <input checked="" type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Library | <input checked="" type="checkbox"/> Public Utilities |
| <input checked="" type="checkbox"/> Comptrollers | <input checked="" type="checkbox"/> Environmental Services | <input checked="" type="checkbox"/> Office of COO | <input checked="" type="checkbox"/> Transportation & Storm Water |
| <input checked="" type="checkbox"/> Debt Management | <input checked="" type="checkbox"/> EOC | <input checked="" type="checkbox"/> Park and Recreation | <input type="checkbox"/> Mayor's Office |
| <input checked="" type="checkbox"/> Development Services | <input checked="" type="checkbox"/> Financial Management | <input checked="" type="checkbox"/> Planning Department | <input checked="" type="checkbox"/> Public Works |
| <input checked="" type="checkbox"/> EAM | <input checked="" type="checkbox"/> Fire-Rescue | <input checked="" type="checkbox"/> Police | <input checked="" type="checkbox"/> Real Estate Assets |

1. General Announcements/Discussion

- a) Paz Gomez called the meeting to order.
- b) Matthew Cleary, Program Manager, Environmental Services introduced Jack Clark as the new Deputy Director of the Energy Sustainable Infinitive Division and Aaron Lu as the Program Coordinator for ESD.
- c) Marta Sullivan, with the Police Department announced that her last day with the City of San Diego will be August 26, 2016. Kyle Meaux, Program Coordinator will be taking her place.

2. Approve CIPRAC Meeting Minutes of June 22, 2016

Minutes were approved.

3. CIPRAC Membership Survey

Paz Gomez summarized the results of the CIPRAC Membership Survey stating that the majority of the group in general is in favor of continuing the meetings as they find the interactions and discussions valuable. She proposed changing the meeting frequency to quarterly.

Andrea Tevlin, Independent Budget Analyst expressed her concerns/comments about changes to the CIPRAC meetings (due to survey results) and requested that if these changes are made (reducing the number of meetings, holding working committees instead, etc.) that IBA would be provided meeting and committee notifications, agendas, and back up materials. She said she felt the meetings were very useful and well run, that it was an excellent group and that there was always great participation; that the CIP is the largest most important

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program in the City and it can be very helpful for non-Mayoral departments to be kept abreast of the status as well.

Informational item only.

4. Draft AR 40.10

During prior CIPRAC June Meeting Roy Kirby, Deputy Director, Public Works Facilities, presented the draft Administrative Regulations 40.10 Revisions which covered the maintenance of City Facilities. A motion was made by James Nagelvoort, Director of Public Works Department to address the remaining comments and to send the AR to members for online voting due to the urgency.

This item was subsequently approved via online vote on July 11, 2016.

5. Plaza de Panama Project Update

James Nagelvoort stated that the Mayor's office is moving forward with the Plaza de Panama Project. He stated that the project went before Infrastructure Committee in July and will advertise as a CIP project.

Informational item only.

6. Draft AR 1.60

Richard Leja, Deputy Director, Project Implementation stated that this was the fourth time AR 1.60 had come before CIPRAC. The current version reflects all comments gathered to date. Richard stated he would send the final version of the AR 1.60 for a final vote via online action.

7. Proposed CIP WBS Templates

Caryn Mcgriff, Deputy Director, Operational Support Division, assisted by FM, presented the new Preliminary Engineering Accounting WBS (i.e., Project Type "P"). She stated that this was a joint venture with Comptrollers, Public Works, and Financial Management. Some of the key points presented are listed below:

1. New WBS is for projects in the Preliminary Engineering phase used to support the implementation of new AR 1.60.
2. Improved tracking of projects by phase in support of cash management.
3. Improved consistency and standardizations of CIP project accounting.

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4. New CIP project will start as “P” Project unless AMD is already using its own O&M money for the Preliminary Engineering work.
5. “P” projects will be closed upon completion of the Preliminary Engineering phase and converted to B/L/S Project Type just prior to beginning of CIP project design and construction.
6. Preliminary timeline:
 - December 2016: New WBS will be available in the ERP.
 - December 2016: Concept to be presented to the City Council in Mid-Year Semi-Annual State of the CIP Status Report.
 - April 2016: New “P” projects available for FY 18 budget.
 - June 2017: Request to Council to convert existing projects that are still in the Preliminary Engineering to “P” project.

Informational item only.

8. E&CP Consolidated 1472:

Caryn Mcgriff presented the E&CP’s consolidated 1472 for the proposed allocations of funds from several projects. Below are the proposed allocations.

Funded Program (Sending)	Funded Program (Receiving)	Project Phase	Priority Score	Fund	Sending Amount	Receiving Amount	Justification
CIP S00921, Cherokee Street Improvements		Post Construction		400169 - TransNet	\$56,000.00		Cherokee St. is completing with project savings. Funds are needed in Linda Vista/Genesee to support additional construction costs due to unforeseen conditions.
	S00907 - Linda Vista Road at Genesee Dr. Intersection	Construction	63	400169 - TransNet		\$56,000.00	
S00939 - Laurel Street Bridge over SR 163		Post Construction		400156 - TransNet	\$125,000.00		Laurel Street Bridge is closing with project savings. Funds are needed in Linda Vista/Genesee to support additional construction costs due to unforeseen conditions.
	S00907 - Linda Vista Road at Genesee Dr. Intersection	Construction	63	400156 - TransNet		\$125,000.00	

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Funded Program (Sending)	Funded Program (Receiving)	Project Phase	Priority Score	Fund	Sending Amount	Receiving Amount	Justification
S00939 - Laurel Street Bridge over SR 163		Post Construction		400156 - TransNet	\$150,000.00		Laurel Street Bridge is closing with project savings. Funds are needed in N. Torrey Pines Rd to support additional construction cost of replacing the pedestrian and emergency vehicle access ramps.
	S00935 - N Torrey Pines Rd Bridge/Los Peñasquitos	Construction	50	400156 - TransNet		\$150,000.00	
S00939 - Laurel Street Bridge over SR 163		Post Construction		400156 - TransNet	\$19,811.00		Laurel Street Bridge is completing with project savings. Funds are needed in Streamview Dr. to support additional construction costs due to unforeseen conditions.
S00939 - Laurel Street Bridge over SR 163		Post Construction		400169 - TransNet	\$26,497.00		
	S00864 - Streamview Drive Improvements	Construction	70	400156 - TransNet		\$19,811.00	
	S00864 - Streamview Drive Improvements	Construction	70	400169 - TransNet		\$26,497.00	
S00606 - SD River Dredging Qualcomm Way to SR163		Planning/Design	74	400265 - General Fund CIP Contributions	\$600,000.00		
	S00864 - Streamview Drive Improvements	Construction	70	400265 - General Fund CIP Contributions		\$600,000.00	Transferring \$600,000 from SD River Dredging - Qualcomm Way to SR163, to Streamview Drive Improvements project. SD River Dredging is not scheduled to start construction until FY2018. Financial Management, Public Works, and Transportation & Storm Water will continue to monitor this project, and will come forward with further recommendations to reallocate funding as needed to ensure that sufficient funds are available to complete the SD River Dredging project. Funds are needed in Streamview Dr. to support additional construction costs due to unforeseen conditions.
	S13005 - University Village Park Tot Lot	Bid & Award	54	200324 - Antenna Lease Revenue		\$150,000.00	Allocating \$150,000 from Fund Balance to award the construction contract, and for necessary staff charges.

Item was approved.

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9. Community Development Block Grant (CDBG) Public Facilities Five-Year Development Program

Erik Caldwell, Deputy Director, Economic Development, presented the Reinvestment Initiative for the CDBG Program. Key points presented:

1. Investment of \$215 Million in CDBG Program income.
2. \$112 Million to be invested over the next five years.
3. Reinvest the remaining funding recaptured CDBG program income fund in support of the Mayor’s One San Diego Initiative.
4. Encourage Economic Growth and investment in San Diego’s emerging communities.
5. Creation of a \$38 Million Multi-year CIP Program.
6. Stimulate Greater infrastructure Investment in San Diego’s LMI Communities.

City and Community Infrastructure Programs 2017–2022:

Program	Five year Investment	% of Total
City Infrastructure Traditional CDBG	\$19,052,674	37.37%
Community Infrastructure	\$12,701,783	24.91%
City Infrastructure CDBG Program Income (REI)	19,225,547	37.11%
Total Investment	\$50,980,004	100%

Informational item only.

Future Items

1. Sidewalk Assessment Demo (TBD)–Josh Lahmann
2. ESD Energy Efficiency and SDG&E Financing program–Jack Clark