



Capital Improvements Program Review and Advisory Committee (CIPRAC)

Minutes of Meeting Thursday, February 26, 2015

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|--|--|---|---|
| <input checked="" 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 type="checkbox"/> Transportation & Storm Water |
| <input type="checkbox"/> Debt Management | <input type="checkbox"/> EOC | <input checked="" type="checkbox"/> Park and Recreation | <input checked="" type="checkbox"/> Mayor's Office |
| <input 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 type="checkbox"/> Real Estate Assets |

Guests: Richard Leja, Mark Nassar, Alex Garcia

Support: Mohsen Maali, Reshannon Harrell, Kaitlyn Nguyen, Elmer Dulay, Gabriel Dibello

1. General Announcements/Discussion

James Nagelvoort called the meeting to order.

2. Approve CIPRAC meeting minutes on January 22nd, 2015

Motion Approved.

3. Final Approval of FY16 Proposed CIP Budget

Ben Battaglia gave CIPRAC an update on FY16 Proposed CIP Budget that CIPRAC approved at the last meeting on February 5, 2015. He requested approval of the additional revisions below:

- a. Gas Tax Fund:
 - Concrete Streets/AID00006 \$5,000,000
- b. General Fund:
 - Americans with Disabilities Improvement/ABE00001 \$ 765,000
- c. Facilities Benefit Assessments (removal of following from FY16 Budget and transferred to FY16 Anticipated):
 - Camino Del Sur-2 Lns (T Sta Fe to Carmel Mtn. Rd)/RD15000 \$5,170,000
 - Carmel Mountain Road (T-5.2)/RD15002 \$ 2,700,000
 - State Route 56 Freeway Expansion/RD14000 \$ 1,500,000
- d. Gold Course Enterprise Fund (removal of following from FY16 Budget and transferred to FY16 Anticipated):
 - Torrey Pines N. Golf Course-Improvement/S14019 \$2,000,000

Additionally, the following adjustments were made to Fiscal Year 2016 Anticipated Budgets:

a. Donations:		
	Regents Rd Widening-Genesee to Executive/S00881	\$ 920,000
	SR 163/Friars Road/S00851	\$7,622,564
b. Federal Grants:		
	Memorial Community Building Clearance Activity/S15039	\$ 650,000
c. Regional Park Improvements Fund:		
	City Facilities Improvements/ABT00001	\$ 250,000
d. Sewer Funds:		
	PURE water Program/ALA00001	\$2,500,000
e. State Grants:		
	Otay Mesa Truck Route Phase 4/S11060	\$1,400,000
f. Water Fund:		
	La Jolla View Reservoir/S15027	\$1,395,000
	Otay Second Pipeline Relocation-PA/S15016	\$1,634,092
	PURE Water Program/ALA00001	\$2,500,000

Motion for additional Fiscal Year 2016 budget changes approved.

4. Engineering Services to the General Fund FY16 Proposed Budget

Ben Battaglia gave CIPRAC an overview of the Fiscal Year 2015 General Fund Engineering Services allocations and expenditures to-date. He stated that originally Public Works projected \$2.0 million for this purpose in Fiscal Year 2015 and Financial Management has proposed \$1.0 million for the general fund engineering services for Fiscal Year 2016 based upon actual expenditures to-date of approximately \$400,000. He also stated that the Real Estate Assets expenditures of \$79,150 was a one-time expense for the appraisal of Civic Center Plaza (CCP) and was not anticipated for Fiscal Year 2016.

The Fiscal Year 2016 Proposed allocation of General Fund Engineering Services is listed below:

a. Bond Requisitions	\$ 230,000
b. Survey Monuments	\$ 20,000
c. ADA Compliance	\$ 40,000
d. Environmental Services	\$ 30,000
e. Fire-Rescue	\$ 30,000
f. Library	\$ 30,000
g. Park & Recreation	\$ 210,000
h. Police	\$ 30,000
i. City Attorney	\$ 40,000
j. Transportation & Strom Water	\$ 310,000
k. Real Estate Assets	<u>\$ 30,000</u>
 Total:	 \$1,000,000

Motion of recommended allocation approved.

5. FY15 Projects with Zero Expenditures & Annual Allocations with Budget Update

Ben Battaglia gave CIPRAC an update of FY15 CIP projects with zero expenditures & annual allocations with available budget. As of February 19, 2015, FY15 CIP projects with zero expenditure had a combined available

budget of approximately \$58.0 million and annual allocations had a combined available budget of approximately \$156.0 million. For the annual allocations, this is a decrease of approximately \$31.0 million from last month.

Ben requested that each department review their respective CIP projects with zero expenditures as well as annual allocations with budget and provide an updated status and plan for each before the next CIPRAC meeting. Ben will then consolidate the information received for the next CIPRAC meeting. The committee requested that the information be sent in a spreadsheet format to each department.

6. CIP Capacity Issue (both Asset Owning Departments and Service Providers)

James gave an introduction to Item No. 7, stating that while compiling information for the Multi-Year CIP Report, the Public Works staff discovered that there would be more money for the next five years than in the previous five. He also indicated the need for some CIP streamlining and cash management.

7. Capacity, CIP Streamlining, and Cash Management Report /Presentation to the Infrastructure Committee (March 11th Meeting)

Richard Leja presented to CIPRAC the CIP capacity issues and presented a list of streamlining ideas to increase efficiency on projects.

1. Current & MYCP Scenarios Exceed Current CIP Delivery Capacity
 - a. PWD – Staffing and Consultant Increases Required to Meet Either
 - b. Other Service Departments – Proportional Increase Needed (not quantified)

2. Streamlining Measures (Capacity and Schedule)
 - a. Increase Average Public Works Contract Size (from less than \$2M to over \$5M)
 - b. Dedicated CIP Teams for CEQA Determination & Permitting
 - c. Portfolio Approach for Consultant Authorizations
 - d. On-Line Bidding and Award of Construction Contracts (eBidding/eSignatures)
 - e. Increased Use of Job Order Contracts
 - f. Use Current Construction Contracts for Planning Resurfacing
 - g. Expand the use of MACC Contracts
 - h. Electronic Review Process for PA 2625 Actions
 - i. GDP Reform for Minor Park Improvements
 - j. Standardization of Fire Stations and Comfort Station Designs
 - k. Additional Construction Crews (TSWD) for Small Improvements
 - l. Implement Batch/Options Contracting (Design Sequencing)
 - m. Revisions to Best Value Approach for Design-Build Projects
 - n. Companion Actions CIP Fund Management Changes (CFO &FM)

Informational only.

8. CIP Prioritization

James Nagelvoort suggested that this item be brought back for discussion at the next CIPRAC meeting as time was getting limited and further discussion was needed on the committee.

9. Public Works FY15 Customer Satisfaction Survey

James Nagelvoort suggested that this item be brought back for discussion at the next CIPRAC meeting as time was getting limited and further discussion was needed on the committee.

10. \$2M For Torrey Pines North Golf Course Improvements Project

The request from Andrew Field to approve the \$2M for Torrey Pines North Golf Course Improvements Project was approved.

11. Widening Street

\$300,000 will be allocated from the ADA Annual Allocation contingent upon availability of Capital Outlay funding.

Item was approved.

12. Charles Memorial Park

\$337,565 will be allocated from the ADA Annual Allocation contingent upon availability of Capital Outlay funding.

Future Items

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|---------------------------------|---------------|
| 1. MYCP Policies | Erin Noel |
| 2. IMCAT Presentation from TSWD | Kris McFadden |