
CITY COUNCIL AGENDA ITEM

TO: Mayor & City Council

DATE: September 12, 2013

FROM: John McDonough, City Manager

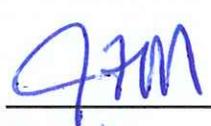
AGENDA ITEM: Consideration of Approval of Scoring Criteria for the FY 2014 Sidewalk Program and Report on Streamlining Sidewalk Project Delivery

MEETING DATE: September 17, 2013, City Council Work Session Meeting Agenda

BACKGROUND INFORMATION: (Attach additional pages if necessary)

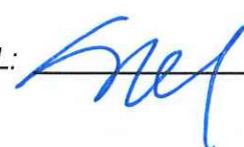
See attached:

Memorandum
Presentation

APPROVAL BY CITY MANAGER:  APPROVED

PLACED ON AGENDA FOR: 9/17/2013

CITY ATTORNEY APPROVAL REQUIRED: () YES () NO

CITY ATTORNEY APPROVAL: 

REMARKS:



TO: John McDonough, City Manager

FROM: Garrin M. Coleman, P.E., Public Works Director

DATE: September 12, 2013 for Submission onto the Agenda of the September 17, 2013 City Council Work Session

ITEM: Consideration of Approval of Scoring Criteria for the FY 2014 Sidewalk Program and Report on Streamlining Sidewalk Project Delivery

Public Works Department's Recommendation:

Staff recommends that the Mayor and City Council approve the proposed Scoring Criteria for the FY 2014 Sidewalk Program and future years. Staff has also identified project delivery improvements in an effort to reduce the time required for project completion.

Background:

Since the Sidewalk Program was created in the FY 2008 budget, projects have been ranked to reflect City priorities in the construction of sidewalks. Early emphasis was placed upon access to public schools. The recommended criteria are the same as those in use since FY 2011 with further definition of scoring guidelines.

The Sidewalk Program Delivery Process Review reflects an investigation of the current processes and requirements that drive those processes and recommended measures to streamline those processes.

Discussion:

Currently, 24 projects have been identified for consideration in the program. Staff has prepared preliminary estimates for the majority of the projects with estimates underway for the remainder.

Staff is prepared to execute the measures identified to streamline project delivery.

Alternatives:

Alternative criteria will be implemented to prioritize projects if recommended by the Mayor and City Council. No new or different criteria are recommended at this time by staff.

As regulations and procurement law authorities are updated, staff will review those changes to seek opportunities to improve project delivery.

Financial Impact:

To date, the City has invested \$8,387,500 in the Sidewalk Program. Annual investments have ranged from \$250,000 in FY 2012 to a high of \$3,837,500 in FY 2010.

Attachments:

- I. Sidewalk Program Review of Scoring Criteria and Delivery Processes

SIDEWALK PROGRAM REVIEW OF SCORING CRITERIA AND DELIVERY PROCESSES

September 17, 2013



Sidewalk Program Summary

FY 2008 – FY 2013

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▪ Total Program, FY 2008-2013	\$8,387,500
• Total Expended/Encumbered	\$6,806,486
• Total in Design/Programming	\$1,481,014
• Contingency	\$100,000

Sidewalk Program Projects Completed

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Projects Completed in 2013:

- Long Island Dr./Mt. Paran – Roswell Road to Powers Ferry
- Mt. Vernon Highway – Crossroads to Northside plus Old Powers Ferry
- Powers Ferry – Northside to Cobb County Line
- River Valley Road – Amberidge to Abernathy
- Jett Ferry Road – Dunwoody Club to Jett Ferry Court

Sidewalk Program Projects In Design/Construction Phase Currently

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Site	Cost	Status
Mt. Vernon Road – Orchard Point to Spalding	Construction \$174,000	Completing construction Scott & Sons
Mt. Paran Rd – Long Island Dr to Roswell Rd	Design \$80,000 Construction 290,000 (funded 2013)	ROW agreements underway Target Bid Sept 15
Hammond – Mitchell to Lake Forrest	Construction \$140,000	Construction underway CMC Construction
Powers Ferry – Whitmere to Dudley	Design \$60,000 Construction \$348,000	ROW and Final Design Review Target Bid Jan 15
FY 13 Happy Hollow	Design \$28,000 Construction \$90,000	Design Complete Target Bid Sept 15
FY 13 Mt. Vernon Highway @ City Limit	Design/Build \$35,000	Construction underway Urey/Osprey Construction

Sidewalk Program Scoring Process

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All Candidate Projects Estimated and Scored per Approved Scoring Process with Budget Allocated to Identified Projects

Projects Estimated at under \$50K May Be Considered for Delivery Outside of Scored Rankings Based Upon Approved Budget and Funding Availability

Sidewalk Program Scoring Criteria

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- Right of Way Availability
 - Will easements and r/w be needed to construct?
- Anticipated Utility Relocations
 - Are utilities in conflict (cost and time to relocate)?
- Constructability
 - Is there sufficient shoulder or will walls, etc. be required to build?
- Evidence of Pedestrian Activity
 - Are pedestrian paths evident and is there a nearby pedestrian destination?
- Roadway Classification
 - Is the site on an arterial/collector street, local street or neighborhood street?
- Gap Closure
 - Does this project complete a network?

Sidewalk Program

Proposed FY 2014 Scoring Process

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Two step process to score and rank projects

1. Public Works evaluation team (typically project managers, planners) score each project:

- 10 points available per each of the six criteria (60 points possible) scored as:
 - Low = 0-2
 - Moderate = 3-7
 - High = 8-10

2. Projects within a scoring band (all projects that receive the same summary score) are then ordered from lowest to highest estimated cost

Sidewalk Program Projects FY 2014 Scoring Criteria

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- Right of Way Availability (1-10)
 - Will easements and right of way (r/w) be needed to construct?

Score	Explanation
0-2	R/W Acquisition Required
3 ↓ 7	Some R/W Acquisition Required Driveway Easements Needed
8-10	No R/W Required Few, if any, Driveways

Sidewalk Program Projects FY 2014 Scoring Criteria

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- Anticipated Utility Relocations
 - Are utilities in conflict (cost and time to relocate)?

Score	Explanation
0-2	Utilities in Conflict – Relocations Required
3	Limited Utility Relocations
↓	
7	Many Utility Adjustments
8-10	None or Very Limited Utility Adjustments

Sidewalk Program Projects FY 2014 Scoring Criteria

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- Constructability
 - Is there sufficient shoulder or will walls, etc. be required to build?

Score	Explanation
0-2	Severe Slope Along Length of Roadway Retaining Walls Required Throughout
3	Some Retaining Walls Required
↓	
7	Grading Required
8-10	Ample Shoulder Area, Minimal Grading No Retaining Walls Needed

Sidewalk Program Projects FY 2014 Scoring Criteria

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- Evidence of Pedestrian Activity
 - Are pedestrian paths evident and is there a nearby pedestrian destination?

Score	Explanation
0-2	Minimal Pedestrian Activity Along Roadway No Trails Visible
3 ↓ 7	Intermittent Pedestrian Activity Along Roadway
8-10	Continuous Pedestrian Activity Along Roadway Pedestrian Destinations in Area – Trails Evident

Sidewalk Program Projects FY 2014 Scoring Criteria

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- Roadway Classification
 - Is the site on an arterial/collector street, local street or neighborhood street?

Score	Explanation
0-2	Local
3 ↓ 7	Collector Minor Arterial
8-10	Major Arterial

Sidewalk Program Projects FY 2014 Scoring Criteria

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- Gap Closure
 - Does this project complete a network?

Score	Explanation
0-2	Standalone Sidewalk
3 ↓ 7	Extends Sidewalk Network
8-10	Connects Existing Sidewalk Networks

Sidewalk Program

Streamlining Delivery Options Review

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- Most current candidate projects require survey and design support in order to execute in design/bid/build delivery. This is required to determine:
 - Right of Way (R/W)
 - Utility Coordination
 - Permitting
- Projects without R/W/Utility Constraints or not requiring significant slope adjustments can be/and have been completed as Design/Build
 - Used extensively in first few years of program implementation
 - Some projects still become options for design/build—on average about one project per year is delivered design/build

Sidewalk Program Project Delivery Process

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Program Definition and Budget

Acquire Design/Survey Services

Design

Right of Way Acquisition

Utility Coordination

Permitting

Construction Bidding and Award

Construction

Sidewalk Program

Streamlining Delivery Options – Potential Time Savings

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- Two areas of the project delivery process offer the most time savings across the life of a project
 - Expedited Design through the use of On Call Survey/Design Consultants (use Service Agreements on a by project basis)
 - Expedited Bidding and Award through:
 - Use of Authorities not currently in regular use
 - Streamlined contract award processes

Sidewalk Program

Expedited Design

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- Use of On Call Survey/Design Consultants offer potentially significant time savings across multiple years
- Currently design services acquired on as-needed basis through City's established Request for Proposal process
 - Typically four week advertising period
 - Consultant responses then scored by staff panel
 - Short list interviews and negotiations often required
 - Then award process begins
- Through an on call Survey/Design Contract
 - Select multiple consultants qualified to perform design work – RFP process above is used only once
 - Selected Consultants are afforded opportunity to compete for projects as need arises--use Service Agreements to award work on a by project-by-project basis
 - Leverage the RFP process time invested up front by awarding the contracts for a base year plus renewable option years not to exceed two renewals

Sidewalk Program

Expedited Construction Bidding and Award

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- Sidewalk construction currently procured under guidance established by OCGA 36-91-1, *Georgia Local Government Public Works Construction Law*
 - Four week bidding period requirement

Sidewalk Program

Expedited Construction Bidding and Award

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- City Attorney's research indicates that authorities provided by OCGA 32-4-1, *State, County and Municipal Road Systems* more appropriately address projects related to elements of a roadway to include sidewalk construction
 - Two week bidding period allowed vs. current four week bidding
- OCGA 32-4-1 also allows opportunity to negotiate projects under \$20,000
 - Current City Procurement Policy establishes \$5,000 threshold
 - Limited project opportunities to date – will likely increase as sidewalk system continues to expand in conjunction with City investment and private re-development

Sidewalk Program

Expedited Construction Bidding and Award

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- Purchasing and Legal reviewing opportunities to expedite/parallel process contract award documents
 - “Counterparts” concept for contract signatures to reduce sequential steps

Sidewalk Program

Project Delivery Process Timeline Comparison

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	<u>Current</u>	<u>Proposed</u>
Program Definition and Budget	8 weeks	8 weeks
Acquire Design/Survey Services	15 weeks	3 weeks
Design Right of Way Acquisition Utility Coordination Permitting	24 weeks	24 weeks
Construction Bidding and Award	8 weeks	4 weeks
Construction	12-24 weeks	12-24 weeks

Sidewalk Program

Next Steps

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- Implement revised scoring criteria with next round of candidate project evaluations
- Advertise and award on call design/survey contract for future sidewalk program support
- Revise Purchasing Policies as needed to:
 - Enable use of available authorities for bidding, and
 - Support “execute in counterparts” contract award