

Work Session Meeting of the Sandy Springs City Council was held on Tuesday, September 17, 2013, at 8:44 p.m., Mayor Eva Galambos presiding.

Councilmembers present: Councilmember John Paulson, Councilmember Dianne Fries, Councilmember Chip Collins, Councilmember Gabriel Sterling, Councilmember Tibby DeJulio, and Councilmember Karen Meinzen McEnerny.

STAFF DISCUSSION ITEMS

Public Works

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

Director of Public Works Garrin Coleman stated this information is included in the CIP program. There is about \$8.4 million allocated to the sidewalk program to date. Of that amount, \$6.8 million has been encumbered or expended. There is about \$1.3 million left in the program balance and \$100,000 left in contingency. The program scoring criteria consists of six main criteria that are used to prioritize the projects in the program. Previously staff would rank 0, 5, or 10 for low, medium, or high. Staff has decided to change the ranking system so there would not be so many ties between contractors. In the past, there may have been five projects that were ranked on the same level and they would be allocated by cost. The cheapest project would be the highest priority because more work would be done at a lower cost. Staff proposed to do that again if there is a tie, but be more responsive when the scoring is done. The ranking numbers will now be from 1-10. The second part of this presentation is what staff can do to help expedite the program. Staff focused on two areas that are in the procurement for consultants as well as the contracting element for going out for construction. Currently, the process is that staff goes out for each project and acquires design consultants. If six or seven projects are completed in a year that is six to seven processes of selecting a design consultant. Staff advertises for four weeks. Once the proposals are received they are scored. If the scoring is close, short list interviews are held. Once that is done, staff has to select off that list and then go through the contracting process for the design piece. Staff proposes to select three to five consultants at one time based on funding. The contract awarded to the consultant could be a three year contract with annual renewals. This is similar to the process being done now for the stormwater program. Legal and purchasing staffs were engaged and came up with a couple of different processes. One process would be to use State law code 36-91-1, which requires a full week bidding period. Legal staff thought it more appropriate to use O.C.G.A 32-4-1. That allows for a two week advertisement and also has a clause for projects less than \$20,000 that can be negotiated directly with the contractor. This can reduce by two weeks the process of acquiring a contractor. Currently, staff sends the contractor the contract and then returns it to staff within a week or two and it is then routed through the appropriate departments within the City.

Councilmember Gabriel Sterling asked if staff is spending two or three weeks on the procurement process for each project.

Director of Public Works Coleman responded yes. Staff would be using a parallel process on the contracts with the proposed change. Staff would route the contract internally for approval at the same time it goes out to the contractor for approval.

Councilmember Sterling asked if this is currently being done with the stormwater process.

Director of Public Works Coleman stated for the procurement of the design consultant, yes. Staff is not doing a parallel contract routing for construction right now. This would be different than what is

normally done. There would be two original signature pages, one signed by the City and one signed by the contractor, and one body of the contract.

Councilmember John Paulson stated nowhere in the presentation is a design build option.

Director of Public Works Coleman stated staff uses the design build option now. Staff will reserve that right and it is usually used on projects that are already in place. The Mount Vernon project at Lisa Lane is one example. The first design build project to be in place was the Sandy Springs Middle School project in 2008. On average, one design build project has been completed a year. This is more of an indefinite quantity delivery (IDIQ) process than a design-build process, because the contractor bids on GDOT line items.

Councilmember Paulson stated a full design has to be created before it is given to the contractor. He is trying to remove this process for simple sidewalk projects.

Director of Public Works Coleman stated the projects have been done both ways. There have been cases when there was no design at all and more of an IDIQ, and also where a rough survey was done to make sure that an easement was not required. That process can be used either way.

Councilmember Sterling asked if it will be up to staff's discretion.

Director of Public Works Coleman responded yes. Staff will evaluate the project based on if it is a good candidate for IDIQ or design build.

Mayor Eva Galambos asked for what percentage of the projects will the two be combined.

Director of Public Works Coleman stated around twenty percent. Staff has to do a lot of design work for those projects that are left. The projects may be more complicated, but not necessarily bigger, and may have a short gap fill with a bunch of utility relocations.

Councilmember Karen Meinzen McEnerny stated Cobb County pays their employees a salary and they then construct the sidewalks.

Director of Public Works Coleman stated staff is interested in Cobb County's process and spoke to them about it. Some of what they do would not work for the City, but some is similar to what Sandy Springs currently does.

Councilmember Dianne Fries stated the project on Hightower Trail has stopped because there are issues with the contractor. She asked if the City has a contractor that constructs good walls, why can that contractor not be used to build good walls all around the City.

Director of Public Works Coleman stated the City cannot specify a subcontractor that a contractor has to use. If the City uses the O.C.G.A. 32 clause and the work is less than \$20,000, then the City could negotiate the contract.

Councilmember Sterling asked if a wall can be built for less than \$20,000.

Director of Public Works Coleman stated most of the low retaining walls can be built for less than \$20,000.

Assistant City Attorney Cecil McLendon stated the difficulty is that the wall portion of any project is integral to the project.

Councilmember Fries stated a long time ago Council discussed uniformity for the retaining walls.

Mayor Galambos stated if the cost is less than \$20,000, it will probably not include a wall.

Director of Public Works Coleman responded correct, it would be a smaller project.

Councilmember Paulson stated by the retaining wall near Three Dollar Café it does not look like there is enough room for a sidewalk.

Director of Public Works Coleman stated the wall is right on the back of the curb. That section of sidewalk is forty-eight inches wide.

Councilmember Fries asked what will be done with the water that runs off the hill for the project at Hightower Trail.

Director of Public Works Coleman stated there are weep holes behind the hill for the water.

There was a consensus of Council to revise the sidewalk program process in order to expedite it.

2. Atlanta Regional Commission (ARC) Congestion Mitigation Air Quality (CMAQ) Call for Projects

Director of Public Works Garrin Coleman stated this is a recommendation for a Congestion Mitigation Air Quality (CMAQ) grant. Staff is looking at eligible projects for the City. These projects include the roadway ITS, which is the ATMS project with PCID. Staff would like to expand a section of the project and convert it to traffic adapted software. Staff would like to install twenty or twenty-two traffic signals. The signals would be located around Peachtree Dunwoody Road, Hammond Drive, and Glenridge Drive.

Councilmember Gabriel Sterling asked if the traffic signals would border the PCID, so the City would be piggybacking on that system.

Director of Public Works Coleman responded yes. Staff is hoping to increase the gains from the PCID traffic signals. The project would be an add-on to the PCID upgrade.

Mayor Eva Galambos asked what the City will receive for the add on.

Director of Public Works Coleman stated the City would receive improved detection as well as the software. The T-0013 ATMS project that extends from the north end of Abernathy Road into Alpharetta is just being completed and the servers are being installed. The City has upgraded detection and software in the program where it will read the traffic that is coming and adjust the signals as needed. This is instead of having a time of day traffic signal plan. PTOP is now developing a time of day plan.

Councilmember Sterling asked if the City will need additional software or if the City has the software.

Director of Public Works Coleman stated the City does not have the SCOOT software, which is the adaptive software.

Councilmember Tibby DeJulio asked if the software can anticipate the changes in the traffic pattern as they are happening and the signal will be automatically adjusted.

Director of Public Works Coleman responded yes. This is a way to get an extra three to five percent in improvements out of the existing network.

Councilmember Sterling stated this project will be funded by federal grant money with a \$200,000 to \$300,000 local cost share.

Director of Public Works Coleman responded yes. That is the City's initial budget. The City is not guaranteed the money at this time, but staff thinks this project is worthwhile in pursuing.

Councilmember Sterling asked when the City will have to come up with the \$200,000 to \$300,000, if the grant is received.

Director of Public Works Coleman stated it would be during the next funding cycle.

Councilmember John Paulson stated the final awards are in December 2013. He asked when the City would be asked for the money.

Director of Public Works Coleman stated the City would be asked in December 2013 to make a commitment to fund the project. This item would be included on the mid-year funding consideration. The money would not be used until the next fiscal year based on what the City contracts and the timeline.

There was a consensus of Council to allow staff to prepare and submit the grant application for the Congestion Mitigation Air Quality (CMAQ) grant.

There being no further discussion, the meeting adjourned at 8:59 p.m.

Date Approved: October 1, 2013


Eva Galambos, Mayor


Michael Casey, City Clerk