





TO: John McDonough, City Manager

FROM: Kevin J. Walter, P.E., Public Works Director

DATE: November 3, 2011, for Submission onto the Agendas of the December 6, 2011, City Council Meeting

ITEM: Motion to Authorize the Mayor to Sign a Project Schedule Concurrence Letter for the construction of the SR 9/Roswell Road Transit - Oriented Streetscape Project (CIP T-0008), CSTE-0002-00(310); PI 0002310

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***Public Works Department's Recommendation:***

Staff recommends that the schedule letter of concurrence be signed and forwarded to the Georgia Department of Transportation's (GDOT) consultant for the Transportation Enhancement (TE) program, Moreland Altobelli Associates, Inc. (MAAI), for the SR 9/Roswell Road Streetscape (Cliftwood Drive/Carpenter Drive to Hammond Drive) project (CIP T-0008, CSTE-0002-00(310); PI 0002310)

***Background:***

The City is being asked to sign a letter of schedule concurrence as there was a delay in receiving notice to proceed (NTP) with the right-of-way acquisition for the project. The current proposed schedule has right-of-way acquisition activities completed by the City by November 2012. The project should be ready to award for construction by July of 2013.

***Discussion:***

This project will construct the City's overlay standard of 2' wide brick pavers with a 9' wide concrete sidewalk. Currently, only enough right-of-way is being acquired to construct the hardscape elements of the project. There are federal funds in the amount of \$641,120 set aside for right-of-way acquisitions, and the local match is \$160,280. The match funds were allocated in the FY 2012 City budget.

***Alternatives:***

If the City does not sign this schedule concurrence letter, GDOT will be unwilling to update the Transportation Improvement Plan (TIP) schedule or authorize the federal right-of-way funds for acquisitions.

***Financial Impact:***

There are federal funds in the amount of \$641,120 set aside for right-of-way acquisitions for this project. These funds may become jeopardized if the City chooses not to move forward with the project and associated schedule concurrence letter. There are additional federal funds associated with construction for the project in the amount of \$800,000.



***Attachments:***

- I. Exhibits
  - A. Concurrence Letter
  - B. Proposed Project Schedule
- II. Resolution

Keith Golden, P.E., Commissioner



GEORGIA DEPARTMENT OF TRANSPORTATION

One Georgia Center, 600 West Peachtree Street, NW  
Atlanta, Georgia 30308  
Telephone: (404) 631-1000

December 1, 2011

Honorable Eva Galambos  
City of Sandy Springs  
7840 Roswell Road  
Building 500  
Sandy Springs, Georgia 30350-4891

Re: CSTEE-0002-00(310); PI 0002310  
Roswell Road Transit - Oriented Streetscape, Fulton County

Dear Mayor Eva Galambos:

The above referenced project is funded with Transportation Enhancement (TE) funds provided through the Georgia Department of Transportation (GDOT). In order to promote the highest level of delivery for TE projects, GDOT has developed a toolkit of resources that includes the TE Sponsor Guidebook, a comprehensive instructional guide through all phases of project development and contracted with a TE Project Management Consultant team (MAAI). Our TE Project delivery goal is that all TE projects begin construction approximately two years after the Notice to Proceed with Preliminary Engineering (NTP-PE) is issued. The NTP-PE for this project was issued in January 2007.

Additionally, last year, a schedule was prepared for every TE project. The purpose of the schedule was to establish construction bid advertising dates and to assist in budgeting the allocation of funds for TE projects. The anticipated advertising date for this project is June 2012. However, based upon a review of the project progress to date, several key project milestones have not been met. Therefore, a new schedule must be established. The proposed new advertising date is May 2013. We are requesting your concurrence that the appropriate resources will be provided to meet the revised schedule.

The proposed schedule for project completion is:

- Preliminary Plan Submission and Review: February 2012
- ROW Acquisition: January 2013
- Final Plan Submission, Review and Approval: February 2013
- Construction Funds Authorization: April 2013
- Authority to Advertise for Bids: May 2013

Please note we have developed these dates for completion of the specified activity based upon conservative estimates of the time needed for completion. If the project milestones are met earlier than indicated here, we will consider adjusting the advertising date.

If this schedule is acceptable, please sign below indicating your concurrence and return the original form to MAAI at 2211 Beaver Ruin Road, Suite 190, Norcross, Georgia 30071 to the attention of Jeanne Kerney.

We are looking forward to the successful completion of this TE project. If you have any questions, please contact me at [earmster@dot.ga.gov](mailto:earmster@dot.ga.gov) or I may be reached at (404) 631-1784.

Sincerely,

Elaine E. Armster  
Special Projects Chief

JK:sj

cc: Mr. Kevin J. Walter, P.E., Public Works Director, City of Sandy Springs

Concur: \_\_\_\_\_  
Mayor

Date: \_\_\_\_\_

Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish	BL Project Start	BL Project Finish
<b>Roswell Road Transit - Oriented ...</b>		<b>1823</b>	<b>580</b>	<b>05-12-04 A</b>	<b>01-14-14</b>	<b>11-13-06</b>	<b>08-15-11</b>
<b>Project Setup</b>		<b>106</b>	<b>0</b>	<b>11-13-06 A</b>	<b>04-13-07 A</b>	<b>11-13-06</b>	<b>04-13-07</b>
1000	Receive Notification of Selection	0	0	11-13-06 A		11-13-06	
1010	Complete the MOU	45	0	11-13-06 A	01-18-07 A	11-13-06	01-18-07
1020	NTP for PE	5	0	01-19-07 A	01-22-07 A	01-19-07	01-25-07
1030	Consultant Selection	60	0	01-22-07 A	04-13-07 A	01-22-07	04-13-07
<b>Concept</b>		<b>80</b>	<b>0</b>	<b>04-16-07 A</b>	<b>08-07-07 A</b>	<b>04-16-07</b>	<b>08-07-07</b>
1040	Concept Verification	20	0	04-16-07 A	05-11-07 A	04-16-07	05-11-07
1050	Submit Concept Report	0	0	05-14-07 A		05-14-07	
1060	GDOT Review/Approval of Concept	30	0	05-14-07 A	06-25-07 A	05-14-07	06-25-07
1070	Design Variance	30	0	06-26-07 A	08-07-07 A	06-26-07	08-07-07
<b>Environmental</b>		<b>130</b>	<b>0</b>	<b>05-14-07 A</b>	<b>10-23-07 A</b>	<b>05-14-07</b>	<b>11-14-07</b>
1080	Section 106 Documents	40	0	05-14-07 A	07-10-07 A	05-14-07	07-10-07
1090	Ecological Documents	40	0	05-14-07 A	07-10-07 A	05-14-07	07-10-07
1100	Air Documents	40	0	05-14-07 A	07-10-07 A	05-14-07	07-10-07
1110	CE Approval Process	90	0	07-11-07 A	10-23-07 A	07-11-07	11-14-07
<b>Design</b>		<b>1422</b>	<b>335</b>	<b>06-26-07 A</b>	<b>01-28-13</b>	<b>06-26-07</b>	<b>10-01-10</b>
1120	Survey/Database Development	30	30	06-26-07 A	11-11-11	06-26-07	08-07-07
1190	Request DBE Goal	15	0	11-26-07 A	12-14-07 A	11-26-07	12-14-07
1130	Preliminarys Plan Development	60	60	11-14-11	02-09-12	08-08-07	09-19-07
1170	Construction Plans	60	60	02-10-12	05-03-12	03-03-10	05-04-10
1200	Bid Package Preparation	45	45	11-21-12	01-28-13	08-20-10	10-01-10
<b>ROW</b>		<b>610</b>	<b>245</b>	<b>05-12-04 A</b>	<b>01-28-13</b>	<b>09-20-07</b>	<b>10-01-10</b>
1140	ROW Plan Development	50	0	05-12-04 A	05-12-04 A	09-20-07	10-31-07
1150	ROW Plan Approval	80	0	05-12-04 A	05-18-04 A	11-15-07	01-14-08
1160	ROW Acquisition	200	200	05-18-04 A	11-20-12	01-15-08	07-01-08
1180	ROW Certification	45	45	11-21-12	01-28-13	08-20-10	10-01-10
<b>Funds Authorization</b>		<b>75</b>	<b>75</b>	<b>01-29-13</b>	<b>05-14-13</b>	<b>10-04-10</b>	<b>12-15-10</b>
1210	GDOT Funding Approval	45	45	01-29-13	04-01-13	10-04-10	10-29-10
1220	Federal Work Authorization Request...	30	30	04-02-13	05-13-13	11-01-10	12-14-10
1280	Execute TE Agreement	30	30	04-02-13	05-13-13	11-01-10	12-14-10
1230	NTP to Bid	0	0	05-14-13		12-15-10	
<b>Bid</b>		<b>50</b>	<b>50</b>	<b>05-14-13</b>	<b>07-25-13</b>	<b>12-15-10</b>	<b>02-25-11</b>
1240	Bid Phase Activities	45	45	05-14-13	07-17-13	12-15-10	02-17-11
1250	Bid Evaluation	5	5	07-18-13	07-24-13	02-18-11	02-24-11
1260	NTP to Award Construction Contract	0	0	07-25-13		02-25-11	
<b>Construction</b>		<b>120</b>	<b>120</b>	<b>07-25-13</b>	<b>01-14-14</b>	<b>02-25-11</b>	<b>08-15-11</b>
1270	Construction	120	120	07-25-13	01-14-14	02-25-11	08-15-11
1290	Closeout	0	0		01-14-14		08-15-11

STATE OF GEORGIA  
COUNTY OF FULTON

**A RESOLUTION TO APPROVE THE AUTHORIZATION OF THE MAYOR TO SIGN A LETTER OF  
SCHEDULE CONCURRENCE FOR THE CONSTRUCTION OF THE SR 9/ROSWELL ROAD TRANSIT  
ORIENTED STREETScape PROJECT (CIP T-0008), CSTE-0002-00(310); PI 0002310**

**WHEREAS**, it is necessary, from time to time, to establish policies, procedures and guidelines consistent with the administration of a municipal government consistent with the US Constitution, Federal Statutes, alignment with Federal, Georgia's State Constitution, and the Charter for the City of Sandy Springs and

**WHEREAS**, by Resolution adopted, the City of Sandy Springs has to sign a letter of schedule concurrence with the Georgia Department of Transportation (GDOT) to implement the transit oriented streetscape improvement project (CIP T-0008), CSTE-002-00(310); PI 0002310;

**WHEREAS**, upon adoption of this Resolution, City of Sandy Springs' Public Works Department staff will manage all applicable pertinent phases of the project.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA**

That they receive, accept, and affirm the authorization for the Mayor to sign a letter of schedule concurrence with the GDOT for the implementation of this transportation improvement project, with funding provided by the GDOT, Atlanta Regional Commission (ARC), and local match by the City.

**APPROVED AND ADOPTED** on this the 6<sup>th</sup> day of December, 2011.

Approved:

\_\_\_\_\_  
Eva Galambos, Mayor

Attest:

\_\_\_\_\_  
Michael Casey, City Clerk

(Seal)