Capital Improvement Program

City of Manhattan Beach
Department of Public Works

Stephanie Katsouleas, P.E., Director
Prem Kumar, P.E., City Engineer
Anna Luke-Jones, Senior Management Analyst

What is the CIP Program?

Care and Management of City Infrastructure

- Includes pipes, buildings, parks, roads, sidewalks, equipment
- Valued at over $500 million in assets
- Planning, funding and implementation processes
- Guidelines defined in CA Public Contracting Code and Labor Code

Goals of the CIP Program

Adequately Prepare for Current and Future CIP Needs of the City & Community

Implement Projects On Time, Under Budget of Great Quality

Provide Adequate Training of Staff for Core Mission

Be Responsive

Streamline Processes Wherever Possible

Support the Needs Departments, Council, and Community

Ensure that Resources are Adequate to Carry Out CIP Objectives

CIP Categories

Streets

Other ROW

Water

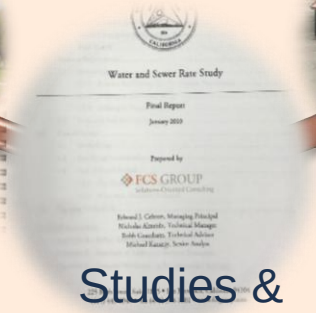
Buildings

Wastewater

Parks

Storm Water

Studies & Evaluations



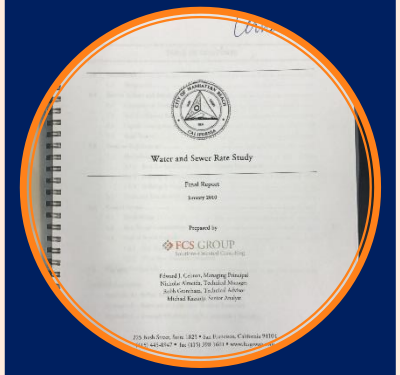
Types of CIP Projects

Core Projects

Slurry Seal
Street Rehab
Sidewalk
Main Replacement

One Time Projects

Park Facilities
Peck Reservoir
Pier Renovation
Building Repairs



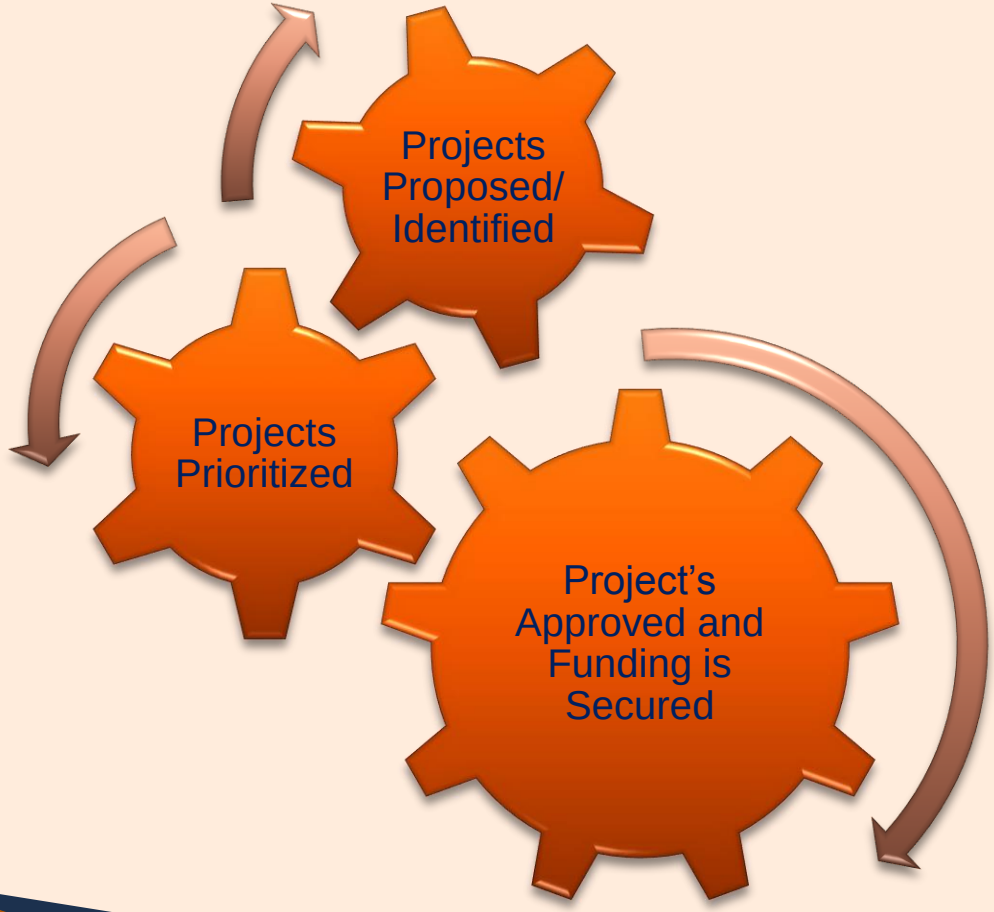
Initiatives and Studies

Council Projects
Grant Awards
Master Plans
Community Needs

Emergency Responses

HVAC
Elevator Repairs
Flooding Issues
Pump Replacement

The CIP Process

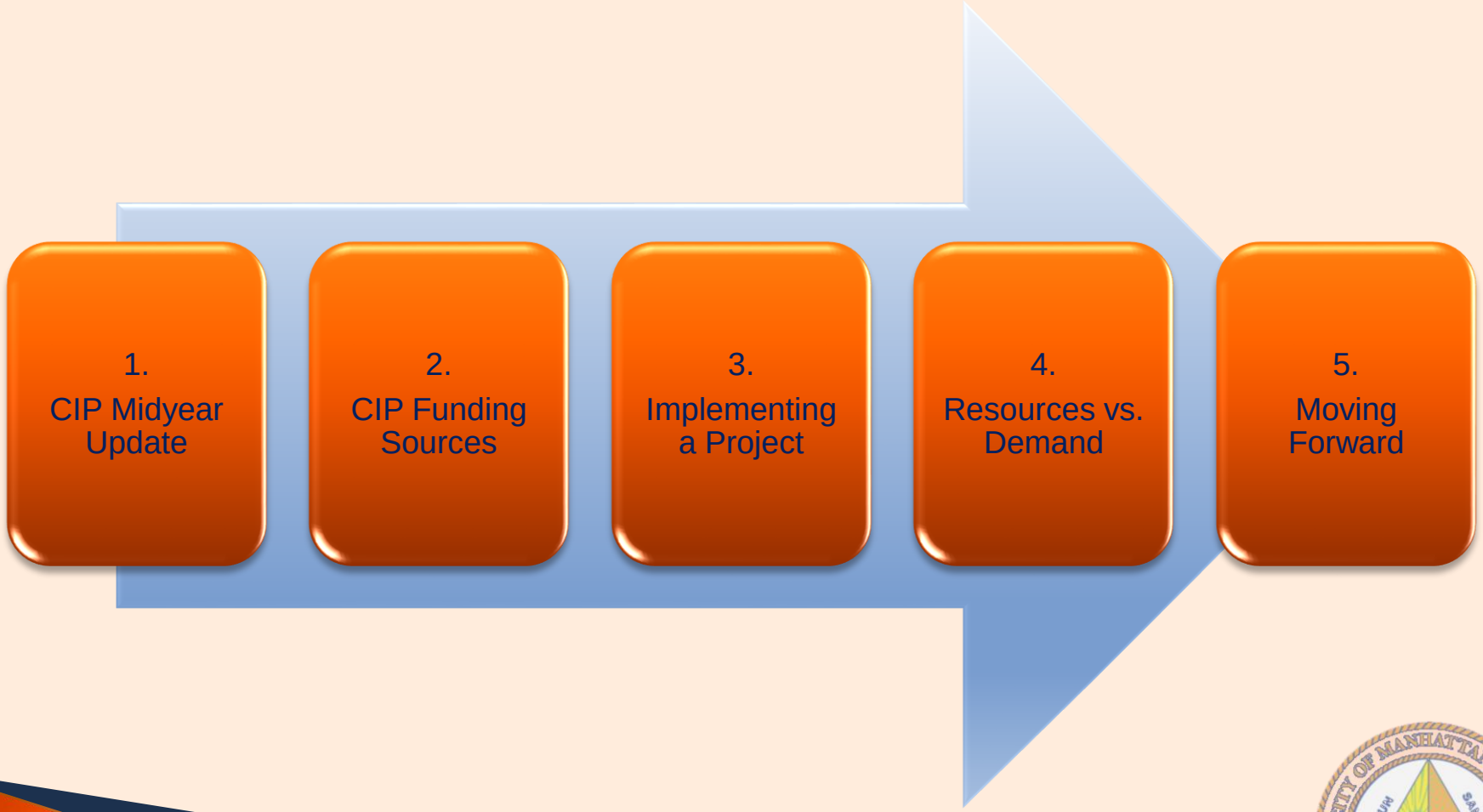


Staff, Council and the Community can propose projects

Staff evaluate the need for, feasibility of, and projected cost of the projects

City Council ultimately reviews and approve the projects proposed and allocates funding for implementation

CIP Presentation Overview



1. CIP Mid-Year Update

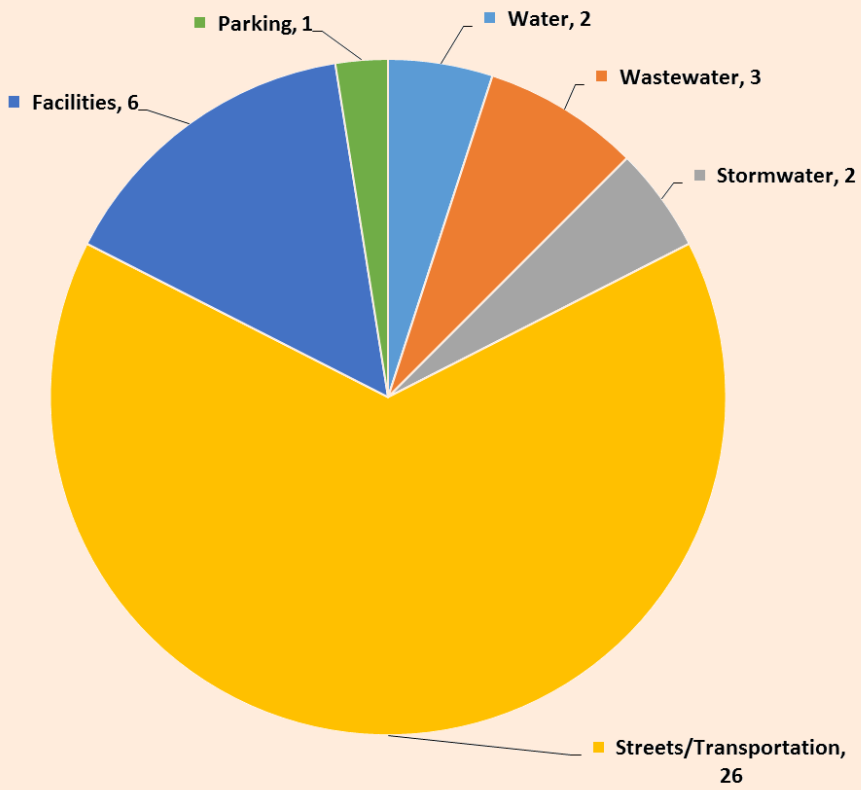
CIP Mid-Year Update

SNAPSHOT:

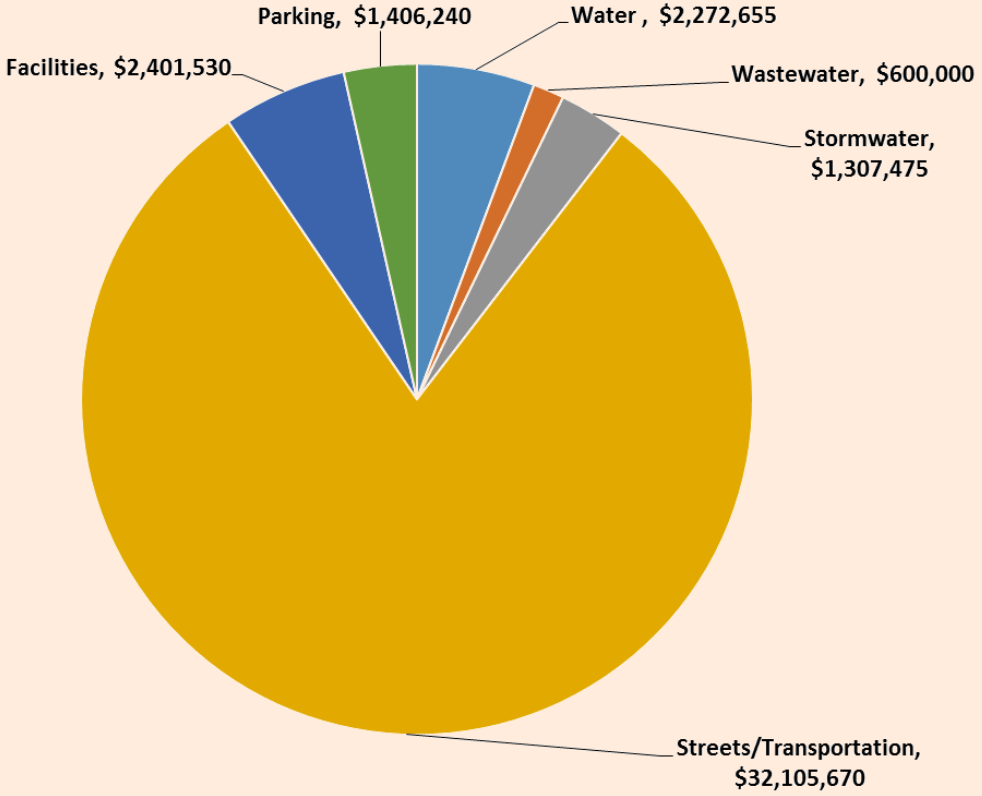
39 Projects Underway
$40+ Million in Funding
6 Projects Completed in 2016

Snapshot of 39 Current Projects at Midyear

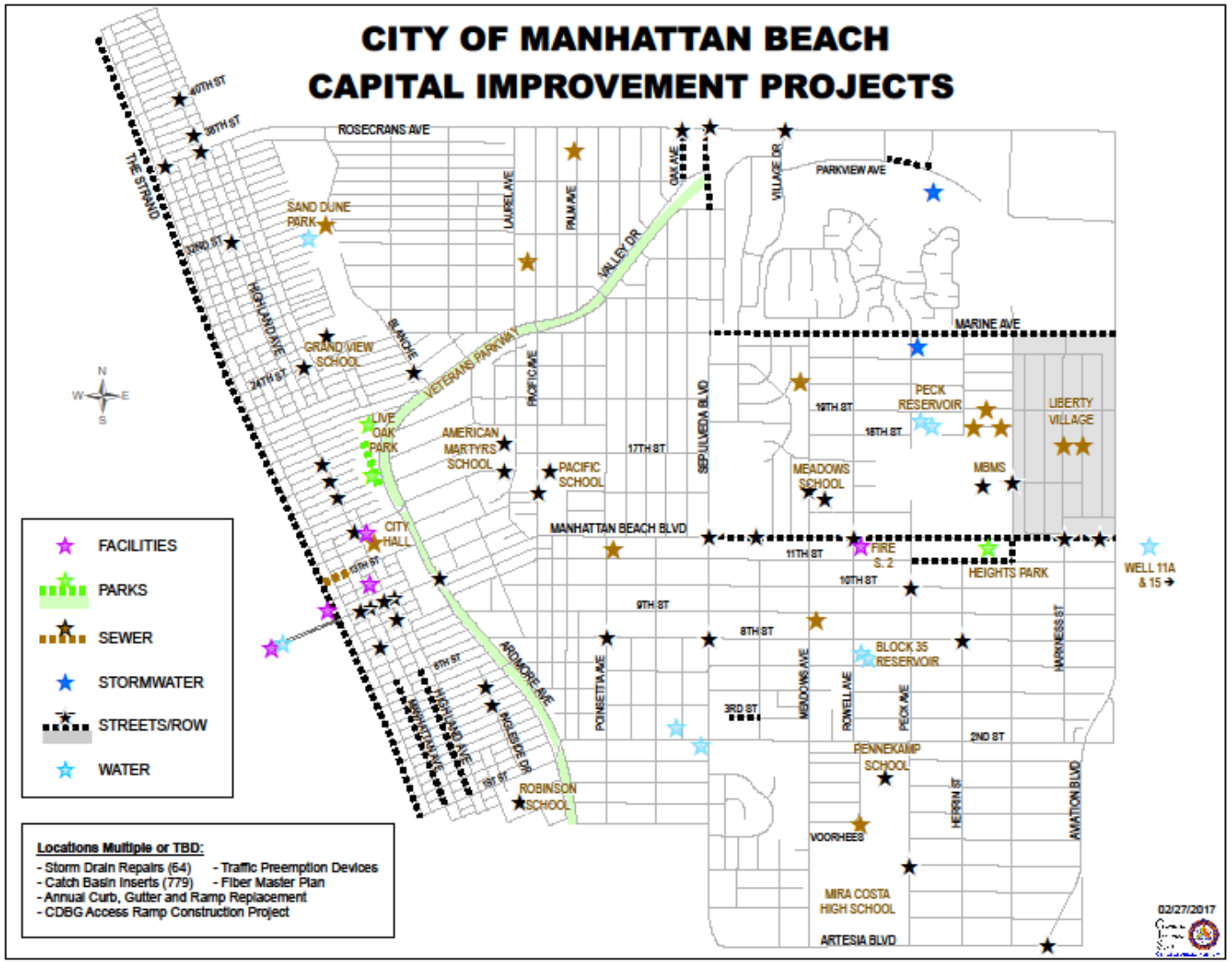
Projects by Type



Project Funding Allocations



Active Projects (GIS)



3 High Profile Projects

Pier and Roundhouse Improvements

$2.5 Million

Sepulveda Bridge Widening

$19.4 Million

Peck Reservoir

$2 Million (design only)

They account for more than 50% of the funding allocation of active projects

Photos of Active Projects

Strand Stairs

Skate Spot

Parking Structure 2

6 Completed Projects

1. LED Traffic Safety Lighting
2. Spot Repairs in Area 7 Rehab Gravity Sewer Mains
3. Pipe Replacement & Fire Hydrant Installation, Areas 2 and 3
4. Fire Station Security Card Installation
5. Slurry Seal Project, Areas 2 and 3
6. Energy Efficiency Implementation Study/Plan

2. CIP Funding Sources

CIP Funding Sources

SNAPSHOT:

5-Year Capital Budget: $107,793,940
4 Primary Categories of Funding
20 Different $ Sources

20 CIP Funding Sources

City Funds	Enterprise Funds	Specials Revenues Local Returns	Grants
General Fund	Water	Prop C	CDBG
TOT	Wastewater	Measure R	Safe Routes
Parking Citations	Storm Drain	Measure M	SBHP
	City Parking Meters	Gas Tax	Parks Grants
	County Parking	Landscape and Street Lighting	Metro Call for Projects
	State Pier Fund		Federal (ICE-TEA, TIP)
$17,008,381	$56,549,395	$16,882,999	$17,353,165

5-YEAR TOTAL: $107,793,940

FY 15/16
Annual Contribution to CIP

Funding Source	Annual Contribution
CIP (TOT/Meters/Citations)	$780,000
Water Enterprise	$4,700,000
Wastewater Enterprise	$1,900,000
State Pier Fund	$630,000
Prop C	$600,000
Measure R*	$430,000
Measure M (FY 2017/18)	$430,000
Gas Tax	$780000
Deferred Maintenance (TOT)	$500,000
TOTAL Annual Funds	**$10,750,000**

FY 2015/16 Actual Results, Net of Operational Costs and Debt
*Measure: Amount before transfers to Prop A

3. CIP: Step-by-Step Implementation

Implementing a Project

1. RFP Process
2. Design Services
3. Bidding and Awarding
4. Construction
5. Closeout

Implementing a Project

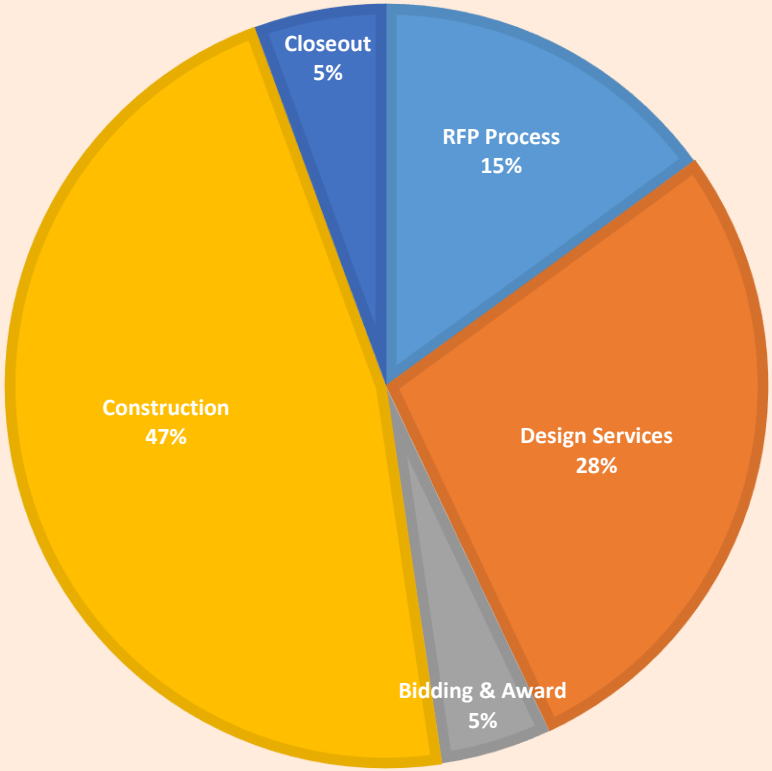
RFP Process	Design Services	Bidding & Award	Con-struction	Closeout
As-Built Review Compile Exhibits Draft/Release RFP Issue Addendums Evaluate Proposals Oral Presentations Make Selection Award Project and Execute Contract	Host Kickoff Mtg. Prep/Provide Docs Conduct Field Mtgs Oversee Work and Process Invoices Review Draft & Final Products Plan Check Public Outreach	Release Bid Host Pre-Bid Mtg. Release Addenda Evaluate Bids Award Project Execute Contract Respond to all bids	Pre-con Meeting Coord. Outreach Daily Visits to Site Host Regular Meetings Process RFIs Review/Approve Change Orders Process Invoices	Complete Punch List Process Final Invoices Accept as Complete Finalize As-Builts Prepare Audit File
15%	28%	5%	47%	5%

Distribution of Effort

Example of Level of Effort

	PROJECT TITLE	RFP For Design	Design Services	Bidding and Contracting	Construction	Wrap Up	Total Hours
	WATER PROJECTS						
1	Utility Radio Telemetry	20	50	15	130	15	230
2	Peck Ground Level Reservoir Replacement Design	200	450	60			710
	WASTEWATER PROJECTS						
3	Utility Radio Telemetry (combined with Water project)	0	0	0	0	0	0
4	Repair/Replacement in Area 4 Rehabilitation of Sewer Mains	80	150	25	250	30	535
	STORMWATER PROJECTS						
6	Storm Drain Repairs	40	80	25	150	30	500
5	Catch Basin Inserts	40	80	10	80	10	220
	STREETS / TRANSPORTATION / OTHER ROW						
7	Street Resurfacing Project: Liberty Village	80	90	40	100	20	330
8	Sepulveda Blvd. & 8th St Intersection Improvements	30	80	20	80	10	220
9	Sepulveda Bridge	80	200	60	2510	150	3000
10	Dual Left-Turn Lanes on MBB at Sepulveda EB, NB, WB	40	200	30	200	30	500
11	Aviation at Artesia, SB to WB Right-Turn Lane	40	120	30	140	20	350

Distribution of Effort



EXAMPLE – MIDSIZE PROJECT:

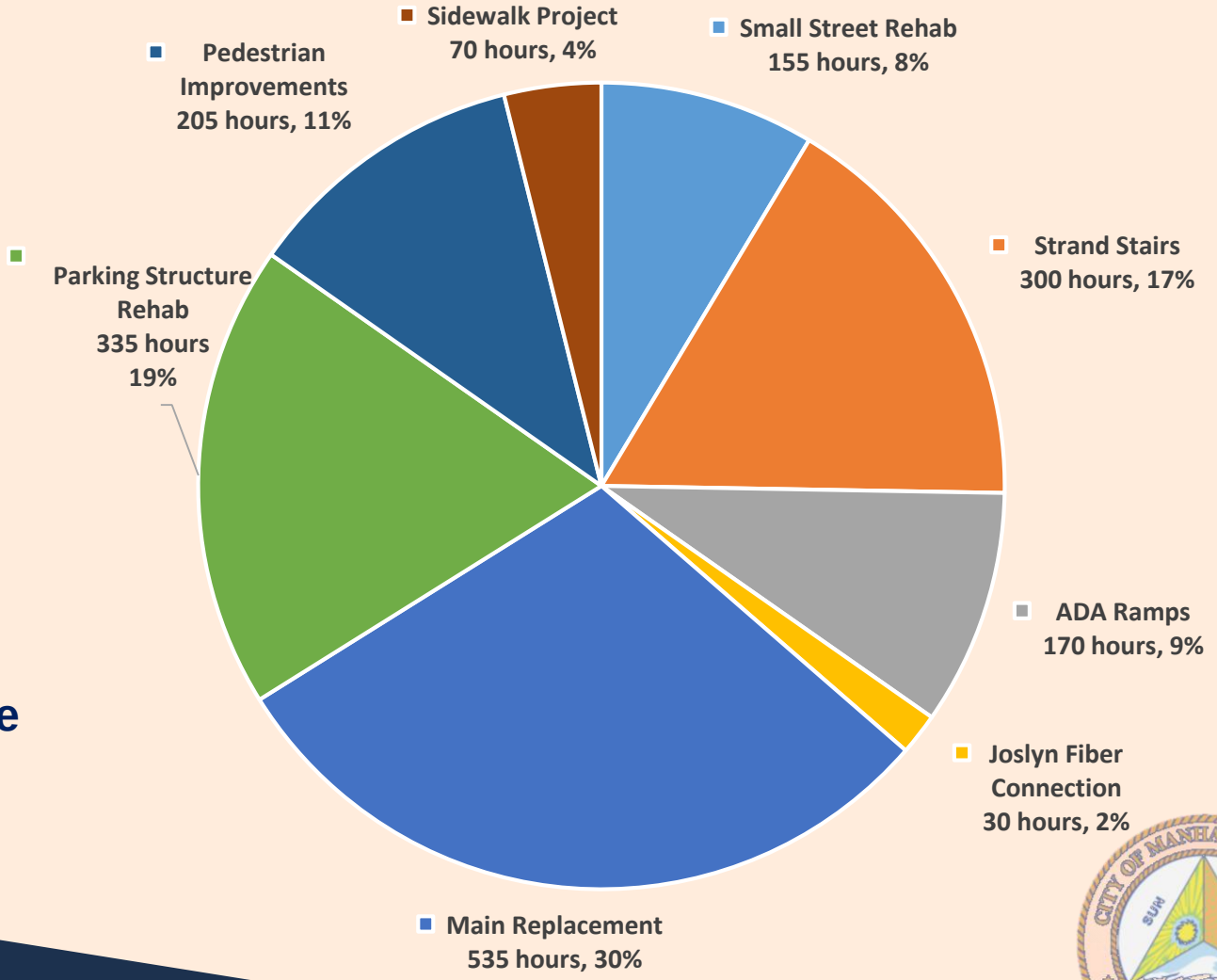
Water Main Replacement (2000-3000 ft)

RFP Process: 80 hours
Design Oversight: 150 hours
Bid Award: 25 hours
Construction: 250 hours
Closeout: 30 hours

Total: 535 hours
31% of one FTE

1 Full Time Engineer Workload

This workload represents a combination of 8 small and midsize projects



4. Resources vs. Demand

Aligning Resources With Demand

Overview of active projects and those in the queue

Summary of available staff resources

CIP Project Demand

5-Year Capital Program

39 Active Projects
39 Pending Projects
46 Projects in 2017/18 Through 2020/21
124Total Projects Active and in the Queue

[138 Projects When Considering Actual Need]

5-Year CIP Hours Demand

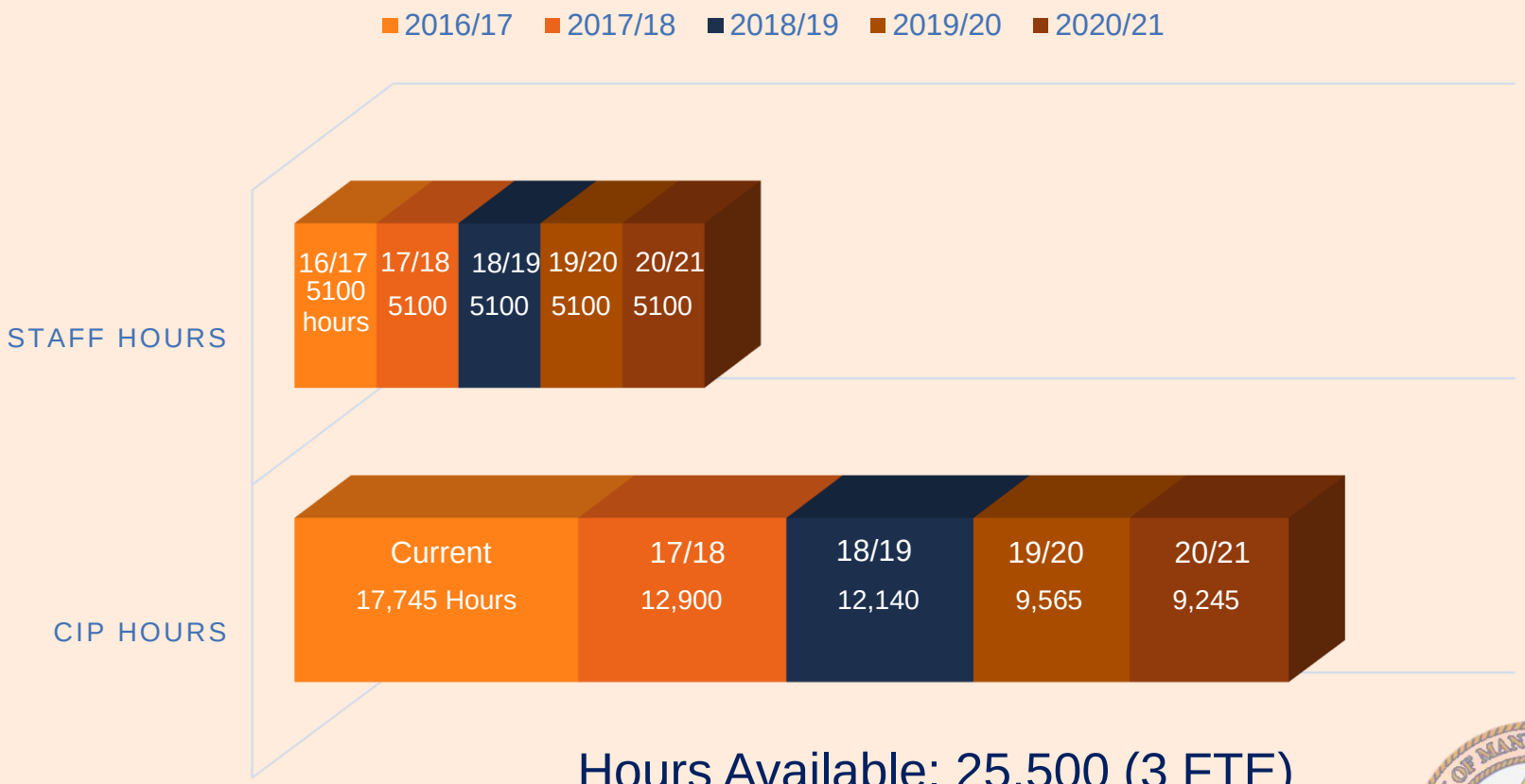
Category	Current	2017/18	2018/19	2019/20	2020/21
Water	2675	2755	4085	3735	3535
Wastewater	905	2445	1185	1185	1485
Storm Water	720	520	720	720	720
Streets/ROW	8345	3180	2285	1060	1205
Facilities	4325	3950	2300	2300	2300
Parking	775	50	1565	565	0
Totals	**17,745**	**12,900**	**12,140**	**9,565**	**9,245**

Total Hours Demand:

61,595 hours

(7 FTE)

Annual Demand vs. Resources



Hours Available: 25,500 (3 FTE)

Shortfall: 36,095 (4 FTE)

Result: We Are out of Alignment

3 CIP Project Engineers but
7+ Engineers' worth of work

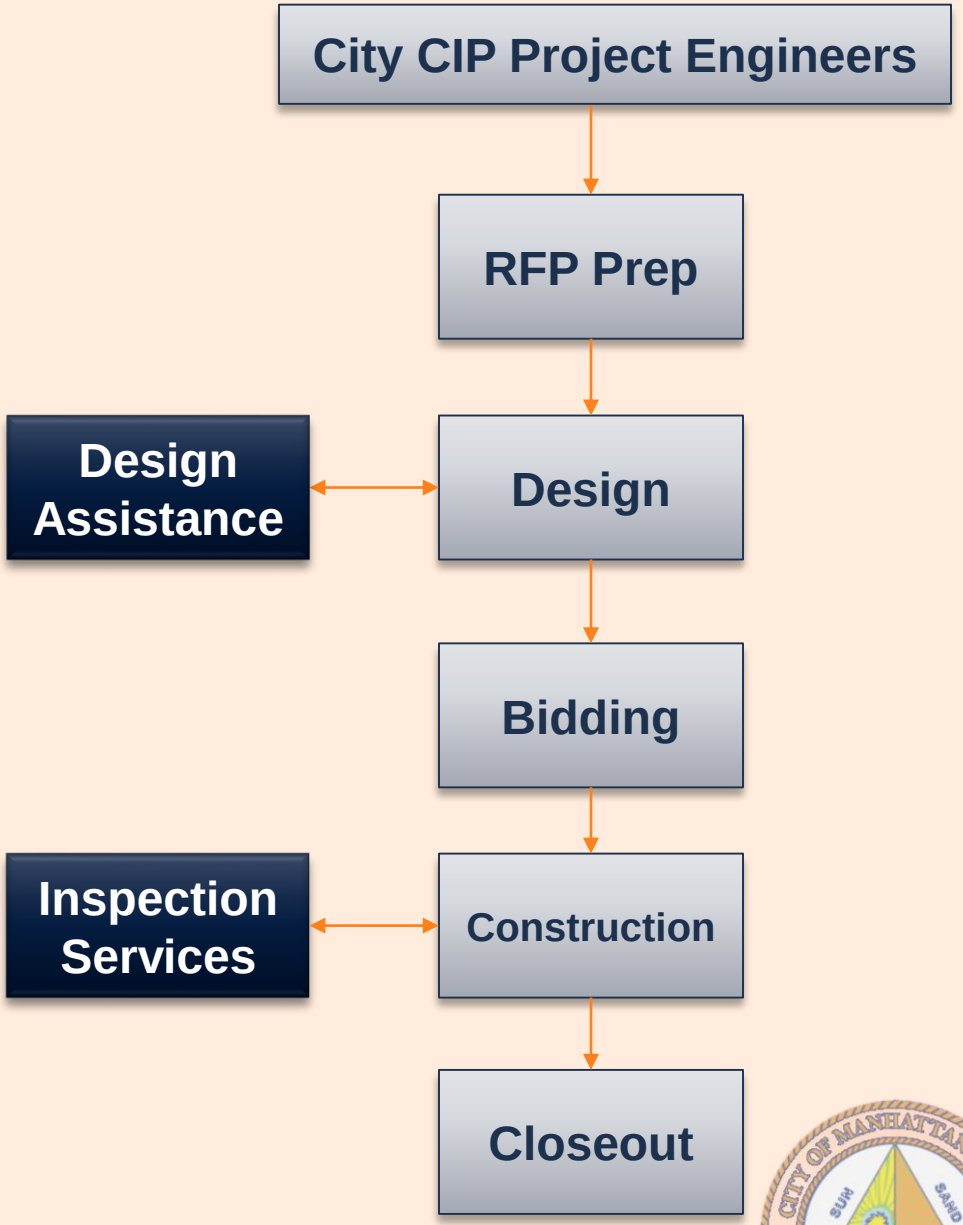
Other Considerations

- Staff shortages delay project implementation but do not ultimately save money due to increases in construction costs resulting from the deferral.

- And there's more: Non-CIP work, including studies, special projects, council initiatives and emergencies.
  - Sewer System Management Plan (5yr)
  - Urban Water Management Plan (5 yr)
  - Pavement Management Index Report (3 yr)
  - Speed Surveys (5 yr)
  - Water Rate Study (5yr)

Outside Resources

- How we use outside resources to support CIP projects



Staff Recommendations

1. Receive and file the FY 2016/17 Mid-year Update
2. Consider the following:
   - Revise the 5-Year CIP to match existing staff resources
   - Increase staff resources to match existing CIP

? Questions and Answers