



CITY COUNCIL

Public Works Committee

Monday, September 21, 2009

Agenda

5:00 p.m.

Committee Members: M. Goodman-Hinnershitz Chair, D. Sterner, S. Fuhs

I. Park Maintenance

5:00 pm

- a. Creation of Public-Private Partnerships to maintain Parks and Playgrounds
- b. Update - discussions w/ County & Conservancy re outsourcing parks on periphery of City (R. Hottenstein)

II. Review Audits of Capital Projects

5:15 pm

- a. Projects currently underway and projects completed
- b. Define police re the selection of projects requiring audit

Charter Article IX - C. Capital Project Reporting.

(1) **Current Projects.** All capital projects in process must be reported on a quarterly basis and provide an update on cost, completion date and estimated revised operating costs. This information is to be supplied by the Finance Manager and the Project Manager to the City Council in such a form that it is available to the public.

(2) **Extended Projects.** If commencement of a capital project does not begin by end of the fiscal year following the year in which final approval is obtained the project must go through subsection (3)(A) and (B).

5. **Post Project Completion Audit.** Following completion of the capital project a complete and detailed audit must be published and made available to the public. This post audit is to be completed by an independent

auditor appointed by the Council. The purpose of the post audit is to confirm the estimates of costs and explain any deviation between actual and estimated costs.

III. East Ends Contract - Update **5:30 pm**

IV. Installation of Stop Sign at N 4th and Oley Streets **5:35 pm**
(currently a two-way stop, seeking a 4 way stop - results of traffic study)

COMMITTEE OF THE WHOLE - 5:45 p.m.

V. Traffic Signal Maintenance Contract

VI. 6th & Canal Conveyance and Design Contract

VII. GPS Contract Award - tabled at 9-14 Reg Mtg

Award of Contract – to Woolpert, Inc., Columbus, OH to perform precise Global Positioning System (GPS) data collection work within the sanitary and storm sewer collection systems for use within the Department of Public Works at a total submitted proposal price of \$970,220 (Purchasing)

Follow-up Issues

- a. Addition of dog runs in select City parks – **report to Council July 13; none planned**
- b. Cost of dog clean up stations – **approximately \$500 for 4 stations**
- c. Clean-up of former Sovereign building on Lancaster Ave. – **report to Council July 13**
- d. Electronic billboards – **purchase of meter to measure light lumens**
- e. Abandoned home on S. 15th St – **inspection scheduled August 12**
- f. Pot hole in sidewalk at 5th & Penn – **could not locate; additional information needed**
- g. Pedestrian light repair – **contract will be awarded in September**
- h. Graffiti “artists” sentenced to community service removing graffiti
- i. Cotton St barricades – **have been returned**

Public Works Committee
FY 2008
GOALS AND OBJECTIVES

GOAL 1: REVIEW AND RECOMMEND FOR ADOPTION A STORMWATER MANAGEMENT ORDINANCE TO COMPLY WITH PA DEP REGULATIONS.

GOAL 2: EVALUATE CONTRACTS FOR LINE PAINTING AND TRAFFIC SIGNAL AND STREETLIGHT MAINTENANCE.

- Ensure the Public Works Department prepares specifications and awards contracts to the lowest responsible bidders, for the maintenance of essential operations.
- Develop areas, based on concerns related to individual Council Districts, requiring streetlight maintenance.

GOAL 3: REPAVE/RECONSTRUCT CITY STREETS/MAINTAIN CURBING AND SIDEWALKS

- Determine the most effective method of developing and implementing a citywide street reconstruction and repaving program.
- Develop priorities for street repaving and reconstruction.
- Identify, based on Council Districts, in need of infrastructure improvements.

GOAL 4: COMPLETE ENGINEERING PLAN REVIEWS FOR PROPOSED DEVELOPMENT SITES.

- Ensure the Public Works Committee receives regular updates regarding development projects.

GOAL 5: ADDRESS THE CLEANLINESS OF CITY STREETS

- Evaluate current sweeping program procedures in an attempt to improve operations.

GOAL 6: BEAUTIFICATION/MAINTENANCE/EXPANSION OF THE PARKS SYSTEM

- Identify necessary, amongst the existing park system, necessary aesthetic improvements and prioritize improvements.
- Receive regular updates on the implementation of the City Park Master Plan and improvements to the Pagoda.

GOAL 7: RENOVATIONS TO CITY FACILITIES.

- Ensure improvements to City facilities are completed in a timely manner.

GOAL 8: ENSURE TIMELY IMPLEMENTATION OF CAPITAL IMPROVEMENTS PLAN PROJECTS

- Monitor CIP projects and receive regular status report from Public Works Director and Managing Director.

GOAL 9: STRENGTHEN RECREATION ACTIVITIES AND PROGRAMS AS A WHOLE.

- Improve, through amendment, the existing Park and Recreation Advisory Council ordinance.
- Discuss opportunities of expanding recreation opportunities through partnering with other organizations and the community.
- Work with other external recreation providers to coordinate programs and activities
- Identify more effective methods of providing recreation opportunities to a larger segment of the community.
- Consider expanding the Park Security Program.

GOAL 10: RECEIVE REGULAR UPDATES ON COMPLIANCE WITH ALL WASTE WATER PERMIT REQUIREMENTS (NPDES AND Air Quality) AND WASTE WATER TREATMENT PLANT OPERATIONS.

GOAL 11: REVIEW CONSENT ORDER AND OPERATION AND MAINTENANCE PLAN SCHEDULE

- Begin and continue reviewing the implementation of the wastewater treatment plant design and schedule including periodic updating of financial estimates.
- Approve Consent Decree timeline.
- Receive regular and complete financial updates

GOAL 12: CREATE STORMWATER UTILITY

- Review financial impact analysis.
- Develop legislation for review and adoption by City Council.

GOAL 13: MONITOR SOLID WASTE AND RECYCLING OPERATIONS

- Determine if improvements to the existing ordinance are necessary.
- Assist with the development of an education and enforcement campaign for all city residents on proper set out requirements for all municipal solid waste and recyclables.



CITY COUNCIL

Public Works Committee

***Monday, August 17, 2009
Meeting Report***

Committee Members Attending: M. Goodman-Hinnershitz, chair, S. Fuhs, D. Sterner

Others Attending: V. Spencer, R. Hottenstein, C. Jones, L. Kelleher

Ms. Goodman-Hinnershitz called the meeting to order at approximately 6 p.m.

Park Maintenance

Mr. Hottenstein stated that the City currently has three (3) active partnerships relative to City parks and playgrounds; Egleman, Alvernia, and Rotary Park. The Egleman's agreement is the longest existing, approximately 35 years. The most recent agreement is with Alvernia for Angelica Creek Park. This agreement is the most detailed.

Mr. Spencer noted that there is also an agreement with Reading School District for Hampden Park. Ms. Kelleher stated that this agreement was negotiated and approved in the 1980's and is a 99 year lease.

Mr. Fuhs inquired if the Administration is currently discussing outsourcing any of the City's parks that are located in the periphery as suggested by the Blue Ribbon Panel report. Mr. Hottenstein stated that the County is not interested in taking on any of the City's playgrounds and tot lots. The County is only interested in linear, trail type parks.

Ms. Goodman-Hinnershitz suggested that the County or Conservancy may be interested in taking

on some of the larger open space parks. Mr. Hottenstein stated that he will discuss this issue with both parties.

Review of Audits of Capital Projects

Ms. Kelleher stated that City Auditor Dave Cituk would like the Committee's assistance in identifying the types of projects to be audited and or identifying a dollar amount over which an audit should occur. She stated that Mr. Cituk provided, by example, a purchase of the street sweeper or a fire truck would cost between \$200,000 and \$1M; however various building projects such as the one recently completed at the Pagoda was approximately \$1.5M.

Mr. Fuhs inquired if the Charter sets out any specifics. Ms. Kelleher stated that the Charter only requires that audit occur for all capital projects. City Council could provide some definition by ordinance.

The Committee requested a listing showing all capital projects and their dollar amounts over the past 10 years. The list will enable the Committee to review the different project types and to define the requested specifics.

East Ends Contract

Mr. Younger stated that he has spoken to East Ends representatives. They claim that they have delivered the executed agreement to City Hall; however the Solicitor's office, Mayor's office, and City Council office has not seen the executed agreement.

Mr. Fuhs suggested providing time to allow East Ends to come up with the additional revenue that is required by the new contract.

Mr. Younger stated that as so much time has occurred through the negotiation process he is under the understanding that East Ends will not have a problem making the increased payment.

Ms. Goodman-Hinnershitz suggested that East Ends also advise the City of their operational issues and costs.

Update: One Way Traffic on Kline Ave

Mr. Hottenstein stated that this project is now complete.

Ms. Goodman-Hinnershitz stated that some neighbors on South 17th Street are displeased; however, the Kline Ave residents are quite happy with the change. She noted that any change requires an adjustment period.

Installation of Stop Sign at North 4th and Oley Streets

Ms. Kelleher stated that this topic was requested by Mr. Waltman. He noted the problems and confusion drivers have at this intersection as currently this is only a two-way stop. Mr. Jones stated that the Public Works Department will complete a traffic study at this location.

Update: Dog Runs and Clean Up Stations

Mr. Hottenstein reported that the clean-up stations were installed at Angelica Park at a cost of \$263.25 each. He stated that the Administration has no additional plans for more clean-up stations or dog runs.

Cotton Street Repaving

Mr. Jones stated that trench restoration, not total repaving, is planned for Cotton Street.

Other Follow-Up Issues

Pothole – 5th and Penn Sidewalks

Mr. Jones requested that Ms. Goodman-Hinnershitz follow up with him directly.

Pedestrian Light Signal

Mr. Jones stated that the Administration is considering utilizing a firm currently under state contract. He noted that an audit to include account of all light bulbs and their types needs to be completed.

Other Matters

Mr. Spencer inquired when Council will be receiving a Honeywell Savings Report. Mr. Hottenstein stated that the contract has not reached the reporting date as of yet. Mr. Sterner inquired if Hillside Playground will be charged for electric for their holiday display this Christmas. Mr. Jones replied that at this point the City does not plan to charge the organization for electricity. He explained that the City receives many electric bills; one is for Hillside Playground specifically.

The Public Works Committee adjourned at approximately 6:30 p.m.

Respectfully submitted by Linda A. Kelleher CMC, City Clerk

FOLLOW UP ITEMS

- Electronic billboards - City purchased light meter to measure the amount of lumens on electronic billboards which will allow enforcement
- Audit of Capital Projects completed and in progress by City Auditor
- Utility Billing Update
- Define capital Audit Terms
- Pedestrian Light Signal Update
- Honeywell Savings Report

TO: City Council
FROM: Heather Dunkle, Purchasing Coordinator
PREPARED BY: Heather Dunkle, Purchasing Coordinator
MEETING DATE: September 14, 2009
AGENDA MEMO DATE: September 9, 2009
RECOMMENDED ACTION: Awarding of Contract to perform precise global positioning system (gps) data collection work within the sanitary and storm sewer collection systems for use within the Department of Public Works.

RECOMMENDATION

The recommendation is to award the contract to Woolpert, Inc., 2780 Airport Drive, Suite 100, Columbus, OH 43219, at a total submitted proposal price of \$970,220.

BACKGROUND

Proposals to perform precise global positioning system (gps) data collection work within the sanitary and storm sewer collection systems for use within the department of public works were received on July 21, 2009. The proposals were reviewed by a selection committee consisting of the Utilities Division Manager, Public Works Director, the GIS Coordinator, and the Purchasing Coordinator which ranked each firm on a series of criteria. The selection committee conducted interviews as well. Though Woolpert, Inc. was not the low proposal received, their evaluation and presentation/interview was more superior to the other firms.

BUDGETARY IMPACT

The Utilities and Accounting Divisions have confirmed there are sufficient funds in budget account code 54-07-44-4830, project code 54-07-44-693, to cover this contract.

PREVIOUS ACTIONS

None.

SUBSEQUENT ACTION

Formal action by Council is needed to award the contract at the September 14, 2009 meeting.

RECOMMENDATION

The recommendation is that City Council approve the recommendation of the Administration to employ Woolpert, Inc. to perform precise GPS data collection work within the sanitary and storm sewer collection systems for use within the Department of Public Works.

RECOMMENDED BY

Mayor, Managing Director, Directors of Public Works & Finance and Purchasing Coordinator.

RECOMMENDED MOTION

To approve/deny Administration's recommendation that Woolpert, Inc. be retained to perform precise GPS data collection work within the sanitary and storm sewer collection systems for use within the Department of Public Works.

cc: File

July 21, 2009

To the Mayor
City Hall
Reading, PA

RFP FOR THE PURPOSE OF REQUESTING QUALIFICATIONS AND SUBSEQUENTLY PROPOSALS FROM FIRMS TO EVALUATE THE FIRM'S ABILITY TO PERFORM PRECISE GLOBAL POSITIONING SYSTEM (GPS) DATA COLLECTION WORK WITHIN THE SANITARY AND STORM SEWER COLLECTION SYSTEMS FOR USE WITHIN THE DEPARTMENT OF PUBLIC WORKS FOR THE CITY OF READING, PENNSYLVANIA.

Proposals were received from the following firms:

Buchart Horn, Inc. 445 West Philadelphia Street P.O. Box 15040 York, PA 17405	\$5,228,000
Forino Company, L.P. / Weston Solutions, Inc. 555 Mountain Home Road / 1400 Weston Way Sinking Spring, PA 19608 / West Chester, PA 19380	\$2,234,235
Johnson, Mirmiran & Thompson 72 Loveton Circle Sparks, MD 21152	\$2,251,085
Ludgate Engineering Corporation 10 Vanguard Drive, Suite 90 Exeter, PA 19606	\$550,000
Maser Consulting P.A. 3101 Emrick Boulevard, Suite 210 Bethlehem, PA 18020	\$408,707
Spotts, Stevens & McCoy 1047 North Park Road P.O. Box 6307 Wyomissing, PA 19610	\$2,400,000

Woolpert, Inc.
2780 Airport Drive, Suite 100
Columbus, OH 43219

\$970,220

HEATHER DUNKLE
Purchasing Coordinator

