

ENGINEERING DEPARTMENT
FUND NO. 017
ACCOUNT NO. 0803

DESCRIPTION

The Engineering Projects/Standards Department is primarily responsible for:

- Management of the City's Capital Improvement Program and Budget;
- Management of construction contracts and activities;
- Management of contractual engineering services;
- Support to Merced Area Groundwater Pool Interests (MAGPI) Program;
- Support implementation of the Merced Storm Water Group (MSWG) Storm Water Management Program (SWMP);
- Development of Standard Designs of Common Engineering Structures;
- Engineering and technical assistance to other departments;
- Infrastructure grant procurement, monitoring, and reporting;
- Maintenance of GIS plats and other mapping and record systems;
- Development and maintenance of the pavement management system;
- Compliance with local, regional, state, and federal laws;
- Development of staff in technical, organizational, and supervisory skills;
- Chair and staff support to the Traffic Committee; and
- Management of right of way activities.

MISSION

The Engineering Projects/Standards Division of the Development Services Department strives to support its customers (public and private agencies, other city departments, and the general public) with prompt, quality technical assistance in developing capital improvement projects and standards that will protect the City's investments, reduce its deficiencies, and plan for future needs, while recognizing and complying with current and future mandates, as well as public concerns and opinions.

GOALS

- ◇ Manage Water, Wastewater, and Storm Water Master Plan activities
- ◇ Oversee Phase 4 capacity increase and effluent quality for WWTP
- ◇ Pursue Railroad Grade Separation Projects
- ◇ Pursue north-south transportation route enhancements
- ◇ Manage infrastructure development through Capital Improvement Program
- ◇ Pursue funding mechanisms for capital projects

ENGINEERING

GOALS (Continued)

- ◇ Manage City interest in groundwater issues and support Regional Groundwater Management Program through Merced Area Groundwater Pool Interests (MAGPI) Program and support of the Merced Water Supply Plan
- ◇ Reduce pollutant discharges from the storm water system into surface receiving waters in coordination with the Merced Storm Water Group (MSWG)
- ◇ Assist Fire Department in completion of fifth fire station
- ◇ Develop and Manage Pavement Management Program
- ◇ Provide technical assistance to other departments and the general public
- ◇ Assist growth management efforts by participating in implementation of community facilities districts. Providing support for self-sufficient maintenance districts, making annual review of district budgets, and preparing annual Engineer's Reports
- ◇ Work with BIA in updating City Standard Designs of Common Engineering Structures
- ◇ Review AB1600 Fees
- ◇ Monitor Local Business Enterprise (LBE) Outreach Program for locally-funded projects
- ◇ Monitor Disadvantaged Business Enterprise (DBE) Program as mandated for federally-funded projects

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

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| 1. Manage Water, Wastewater, and Storm Water Master Plan activities. Keep apprised of state and national issues regarding regulation and permitting of water, wastewater and storm drainage facilities. | Meet milestones established by Regional Water Quality Control Board. Finalize program planning, complete environmental review and permitting process for the WWTP expansion. Manage design and construction of WWTP. Continue to work with the federal, state and regional authorities to comply with existing and updated regulations for water, wastewater, and storm drain storage, conveyance and quality systems. |
| 2. Oversee Phase 4 capacity increase for WWTP. | Manage design for expansion from 10 to 15 MGD and compliance with new permit. |

ENGINEERING

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| 3. Pursue Railroad Grade Separation project. Pursue Parsons corridor ROW or enhancement to Hwy 59 | Determine feasibility and funding for Grade Separation project at 24 th and G Street. Participate in ROW purchase for Parsons corridor or widening and improvements to Hwy 59 from 16 th Street past Olive. |
| 4. Finish commitment to provide water and sewer service infrastructure to UC Merced. | Water and Sewer mains to the University have been completed and well 17, on the campus is also complete. Make sure that a smooth transition continues for providing service to the new campus. |
| 5. Prioritize and develop plans, specifications, and engineer's estimates for capital improvement projects, and manage consultant contracts for studies and design of capital improvement projects. | Develop forty projects during the fiscal year, for bidding by June 2006. An emphasis will be placed on continued development of prior year projects and completing catch-up on the backlog. Monitoring will be conducted through monthly CIP Reports distributed in the third week of the month to Department Heads and City Council members. Staff will work with other departments to develop and evaluate Requests for Proposals (RFPs) to hire consultants with specialized engineering, architectural or scientific skills for studies and design of capital improvement projects. |
| 6. Continue to investigate sources of funding for capital improvements, as well as operations and maintenance of the City's infrastructure. | Work with local, regional, state and federal agencies to identify and pursue possible grants, as funding becomes available through various sources. |
| 7. Manage City interest in groundwater issues and support Regional Groundwater Management Program through Merced Area Groundwater Pool Interests (MAGPI) Program. | Continue active involvement in MAGPI and work with MID to develop and implement various programs to protect our local and regional groundwater resources. |
| 8. Implement the Merced Storm Water Group (MSWG) Storm Water Management Program (SWMP) | Coordinate efforts with the MSWG and city departments to meet implementation milestones |

ENGINEERING

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| 9. Assist Fire Department in development of fifth fire station. | Coordinate efforts with other agencies and departments to meet milestones for construction of the fire station. |
| 10. Develop and oversee management of Pavement Management System (PMS). | Meet milestones established by the MCAG County-wide PMS Program, including data collection in support of the MCAG contract to maintain this computerized system. |
| 11. Provide technical assistance to other departments and the general public. | With support from Information Systems and continued technical training, gather and work with data to provide information via the Internet on a wide variety of subjects including capital improvement projects and standard designs. |
| 12. Assist Growth Management efforts by supporting self-sufficient Maintenance Districts, making annual review of district budgets, and preparing annual Engineer's Reports. Assist in CFD development for new subdivisions. | Review all maintenance district budgets and prepare annual engineer's reports by April 2006. Conduct ballot hearings as necessary for any increases in budgets and develop new annual assessments based on the Consumer Price Index for western states. |
| 13. Work with BIA in updating City Standard Designs of Common Engineering Structures. | Prepare proposed changes/additions to City Standard Designs that are economical, and in the best interests of the City, without compromising health, safety, and welfare, by April 2006; review with the BIA by June 2006; and submit to City Council for adoption by August 2006. |
| 14. Review AB1600 Fees. | Review the estimated cost of public improvements identified in the Capital Improvement Program budget and the Public Facilities Financing Plan, determine continued need for said improvements, and determine the relationship between the need and the impacts for which the fees are charged, |

by November 15, 2005.

ENGINEERING

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| 15. Monitor the Local Business Enterprise (LBE) Outreach Program for locally funded projects. | Determine local business bidding opportunities in developing bid packages for capital improvement projects and conduct outreach to the local contractor community. |
| 16. Manage the Disadvantaged Business Enterprise (DBE) Programs for federally funded projects as mandated. | Update the Disadvantaged Business Enterprise (DBE) Program as required annually by FHWA, HUD, and FAA. Determine disadvantaged business bidding opportunities in developing capital improvement project bid packages, and conduct informational pre-bid meetings for each project developed with federal funding. |

2005-2006 BUDGET HIGHLIGHTS

Engineering will work with appropriate agencies in managing water, wastewater, and storm drainage Master Plan activities, keeping apprised of regional, state and federal issues regarding regulation and permitting of water, wastewater and storm drainage facilities.

Engineering will work with other departments to develop the Capital Improvement Program Projects identified in the annual budget and to carefully plan for future projects in the 5-year plan. Engineering will also work with regional agencies to plan and develop projects that will provide regional infrastructure and financing thereof.

Engineering will participate in the design oversight of the WWTP upgrade and the implementation of the Merced Water Supply Plan.