

City of St. Petersburg
Committee of the Whole
Meeting of October 18, 2018 @ 1:00 p.m.
City Hall - Room 100

A. Call to Order – Council Chair Lisa Wheeler-Bowman

B. Discussion Item

a. Technical Reports – Claude Tankersley

C. Next Meeting – October 25, 2018 @ 2:30
South St. Petersburg CRA Programs

D. Adjournment

Attachments:

Consultant Reports Presentation



CITY COUNCIL COMMITTEE OF THE WHOLE

Consultant Reports

October 18, 2018

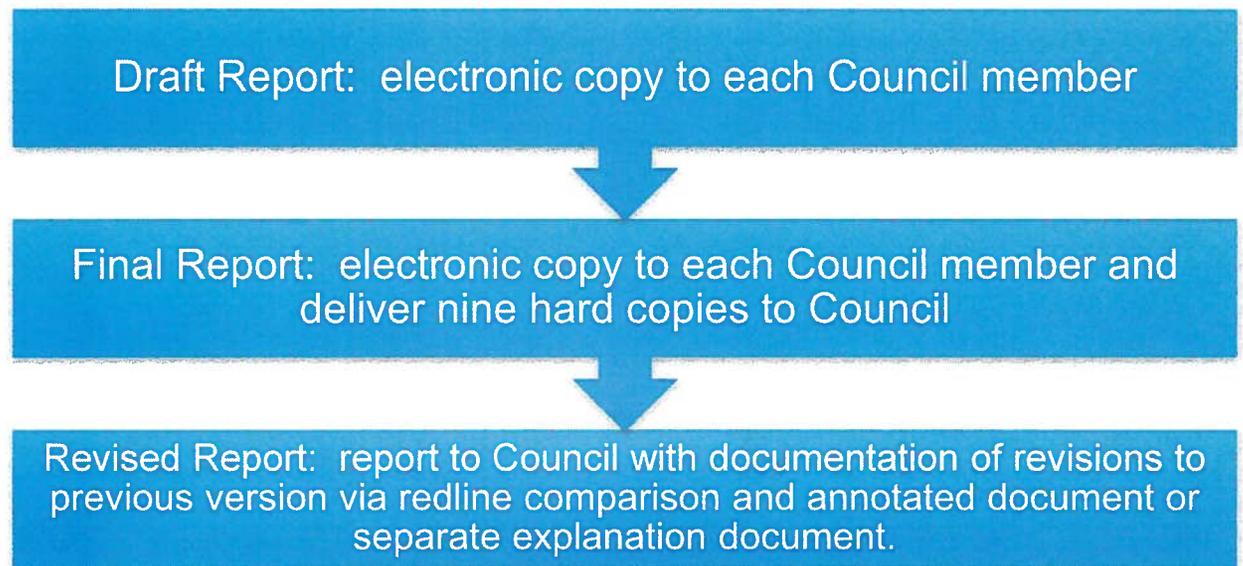
Transparency
Efficiency
Vision
Accountability

NEW IN 2017

New requirement for all City Consultants to send all reports to City Council when submitting to anyone at the City.

SECTION 23.0 – REPORTS TO CITY COUNCIL

23.1 When the Consultant provides any draft or final report (including technical memoranda) to the City's Project Manager or to any other member of City staff, the Consultant shall also provide copies of such report to City Council as follows:



As this language has been implemented over the past 18 months, we have observed some unintended consequences.



UNINTENDED CONSEQUENCES

ISSUE

Consultants are submitting a first draft to City Council with no City Staff direction or input, which causes a level of embarrassment for an unfinished and incorrect product.

ISSUE

Increasing time and demands on Consultants, ECID and City Council Staff. This is causing a decrease in productivity to move projects forward.

ISSUE

Additional project costs have been required to comply with this policy.

ISSUE

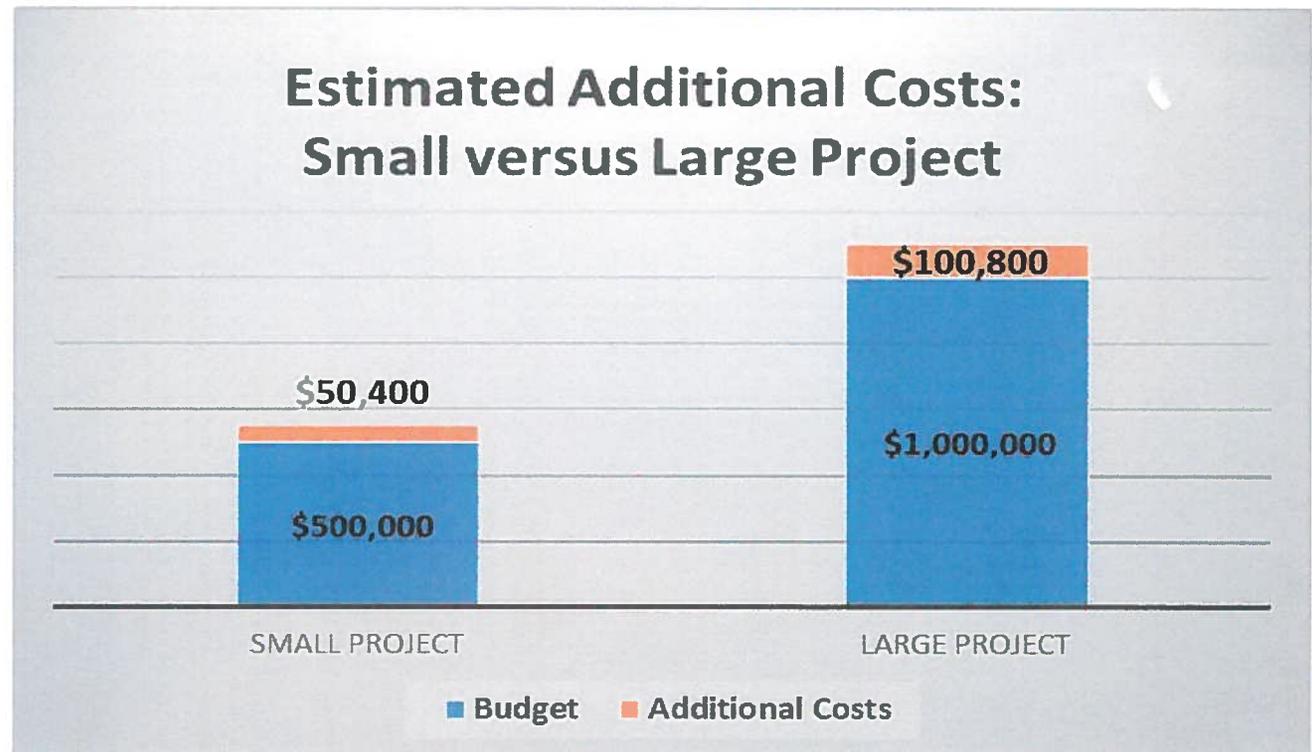
Policy is causing low morale for Consultants and City Staff.



ADDITIONAL COSTS

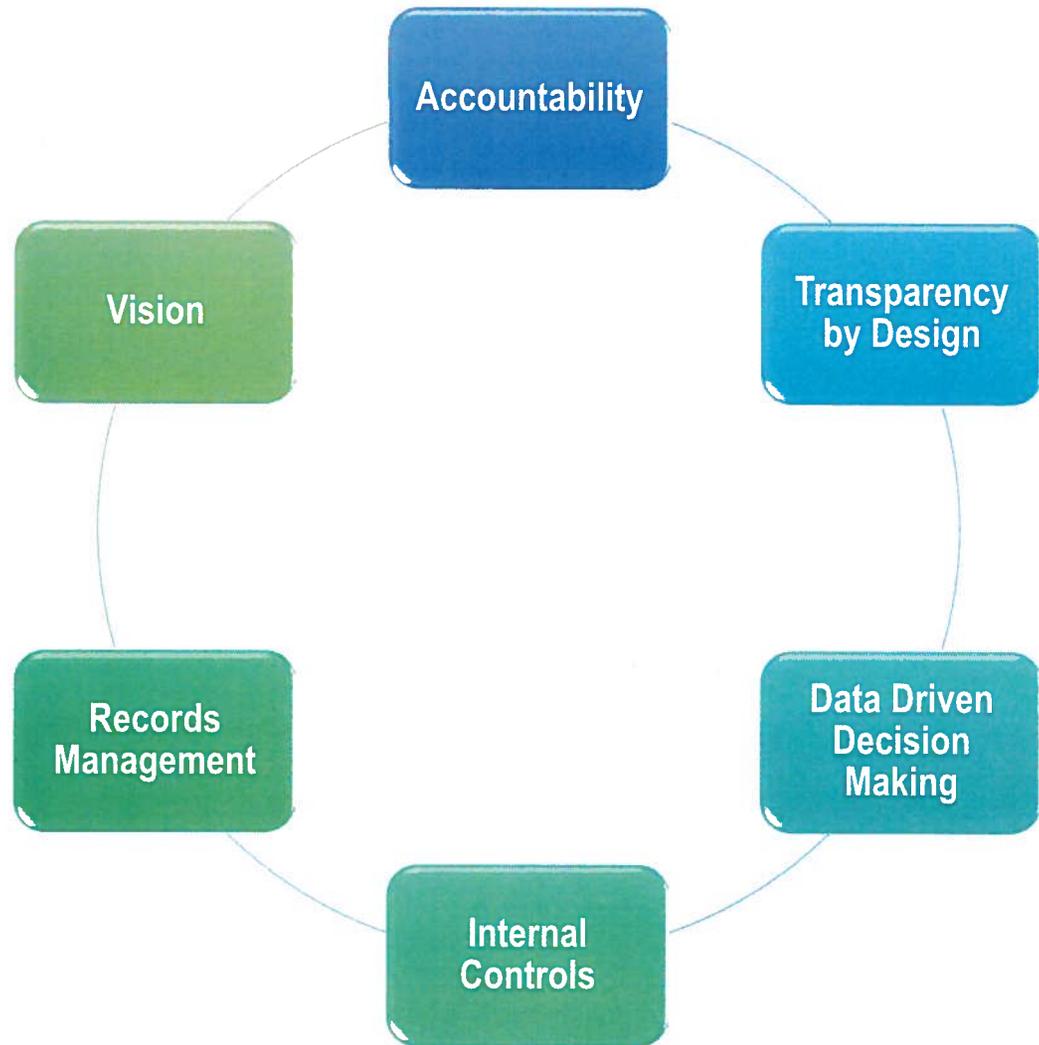
Every time City Staff and Consultants are required to review changes to a draft and/or answer questions to a Council Member, additional project charges are occurring.

Additional costs estimated for this process can range from \$50,000 to \$100,000 per project (inclusive of City staff and consultant time).



MOVING FORWARD

Public Works Administration is proposing to replace the contract language with practices related to the following core principles.



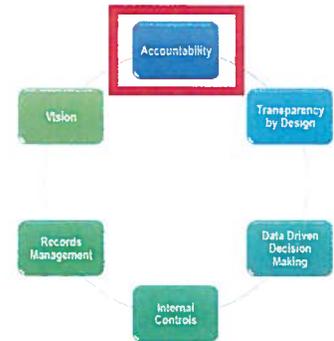
ACCOUNTABILITY

New Leadership Team

- Executive leadership has been removed and new leadership has been enacted since 2016 for the Public Works Administration.

New Approach for Project Teams

- Project Teams are handpicked for the specialty needs of each project. Staff are responsible for working as a team versus one or two individuals making changes or swaying the story.



ACCOUNTABILITY

Laura Brock Report Comments

- Disconnect between upper management and lower management in the Public Works Department
- Decisions made only by upper management excluding comments and recommendations by staff
- ECID records management not functioning



Kerkering, Barberio & Co.
Certified Public Accountants

<i>Principals</i>		<i>Of Counsel</i>
Robert P. C'irke, CPA	Reena H. Ghoshdinning, CPA	Alan J. Barberio, CPA
Beth C. Ebersole, CPA/ABV	Richard E. Goble, CPA/CFF	Charles R. Baumann, CPA/CFF
Patricia Enlsinger, CPA/CFE/CA	Michael Goldstein, CPA/CFP®	Caroline O. Strickland, CPA
Shirley Innes Faust, CPA	Kathleen A. Hargreaves, CPA/CFP®/CPC®	
Shirley E. Fisher, CPA	Barbara A. Jones, CPA/CFP®	
Larry Gervet, CPA/CIFA™	Robert J. Lane, CPA	Established 1972

TO: The Honorable Amy Foster, Chair, Members of City Council and Mayor Rick Kriseman
City of St. Petersburg

FROM: Kerkering, Barberio & Co.

RE: Independent Review – Brown and Caldwell Report

DATE: December 9, 2016

Honorable Foster, Council Members and Mayor Kriseman;

Kerkering, Barberio & Co. agreed to perform an Independent Review of the Brown & Caldwell Southwest Water Reclamation Facility Wet Weather and Liquid Process Capacity Assessment dated July 31, 2014. Attached is our Status Report.

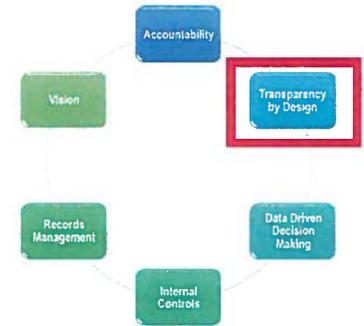
If you have any questions or if we can be of any other assistance, please let me know.

Sincerely,

Laura Krueger Brock, CPA/CFF, CFE
Kerkering, Barberio & Co.

cc: Bradley H. Scott, CPA, CIA, CFE, City Auditor
Jacqueline Kovilaritch, City Attorney

TRANSPARENCY BY DESIGN



Project Information

- Information is being provided to the public to improve transparent sharing of project details (<https://projectstat.stpete.org/projects>)

Project Management Software

- Industry standard systems are designed for transparent presentation of data
- Tracking, reporting, and performance metrics are data-driven



TRANSPARENCY – INFORMATION SHARING

Information on all City projects is being uploaded to for information sharing purposes.



CITY OF ST. PETERSBURG

PROJECT TYPE

- Select All
- Airport
- Bridges
- Facilities
- Marina
- Parks & Rec
- Potable Water
- Reclaimed
- Sanitary Sewer
- Seawalls
- Storm Water
- Transportation
- Other

COUNCIL DISTRICT

What's new in St Pete

Welcome to your new City of St. Petersburg Capital Projects Explorer! Browse current and upcoming projects throughout the city. Check back soon as content will be added and updated frequently.

Engineering & Capital Improvements, a division within the Public Works Administration, is responsible for administration and project management of significant architectural and landscape architectural projects for City Services (Recreation, Parks, and Golf Courses), and for various projects in City Development (Port, Marina, Mahaffey Theater, Coliseum, The New St. Pete Pier™, and Economic Development), Internal Services (Water Resources, Purchasing, Central Records, and Administrative Services), and Neighborhood Services (Library, Housing, and Neighborhood Services).

Some of those projects are funded through [Penny for Pinellas](#).

The Engineering & Capital Improvements Division continues its commitment to accountability and results while keeping the public informed about the progress of its capital improvement projects.

3:45 PM
10/5/2018

TRANSPARENCY - DATABASE

Project information is currently being uploaded into a database system to be converted to management tool in FY 19.



ECID Projects : Database- G:\Project Database\ECID Projects.accdb (Access 2007 - 2013 file format)

Project List

ECID Active Project List

Division	Project Name	Project Manager	Priority	Status	Start	Budget
Facilities	15224-119 Walter Fuller Bathhouse - Roofing	Steve Ochsner	(2) Normal	In Progress	6/1/2018	\$63,400.00
Facilities	15224-219 Walter Fuller Pool Bathhouse - Waterproofing/Painting	Steve Ochsner	(2) Normal	In Progress	6/1/2018	\$108,000.00
Facilities	15224-319 Coliseum Entry Waterproofing	Patrick Green	(2) Normal	In Progress	7/26/2017	\$14,300.00
Facilities	15227-018 Fossil Park Fire Station No 7	Jay Lund	(2) Normal	In Progress	2/20/2018	\$3,779,400.00
Facilities	15230-017 Regional Skate Park Due Diligence Study	Steve Ochsner	(2) Normal	In Progress	2/1/2016	\$25,000.00
Roadway/Structures	16003-130 Citywide Street Milling & Resurfacing - FY16	Michael Ryle	(2) Normal	In Progress	6/1/2018	\$4,700,000.00
Roadway/Structures	16015-112 Citywide Arterial Collector Sidewalks - FY16	Daniel Singleton	(2) Normal	In Progress	10/1/2016	\$331,000.00
Stormwater/Environmental	16016-110 8th Ave S, 44th St S and Vicinity SDI	Daniel Saunders	(2) Normal	In Progress	3/25/2018	\$3,672,000.00
Roadway/Structures	16022-112 HSIP - FY 15 3rd St from 5th Ave S to 5th Ave N (SR687)	Michael Gebler	(2) Normal	In Progress	1/9/2018	\$83,900.00
Water/Wastewater	16029-121 SWWRF Acoustical Modeling Report Update	David Abbaspour	(2) Normal	In Progress	6/1/2018	\$54,976.00
Roadway/Structures	16032-119 I-275 Overpass at 22nd St S - Landscape Enhancements	Sharon Heal Echlher	(2) Normal	In Progress	6/17/2016	\$162,088.00
Roadway/Structures	16033-119 I-275 Underpass at 22nd St S - Architectural Lighting Enhancements	Michael Gebler	(2) Normal	In Progress	6/17/2016	\$656,872.00
Roadway/Structures	16041-112 Sidewalks - Pinellas County Interlocal	Ziba Mohammadi	(2) Normal	In Progress	1/9/2018	\$1,699,000.00
Roadway/Structures	16062-119 Municipal Marina - Transient Dock	Richard Herrman	(2) Normal	In Progress	1/19/2017	\$217,300.00
Water/Wastewater	16068-111 Lift Station No. 11 Rehabilitation	David Abbaspour	(2) Normal	In Progress	4/8/2016	\$49,730.00
Roadway/Structures	16072-111 Alley Reconstruction Brick FY15	Mike Ryle	(2) Normal	In Progress	6/1/2018	\$200,000.00
Water/Wastewater	16080-111 Wet Weather Overflow Mitigation Program - Phase II	Scott Murray	(2) Normal	In Progress	6/16/2016	\$4,339,728.00
Stormwater/Environmental	16081-110 Stormwater Pipe Rehabilitation & Replacement	Carlos Frey	(2) Normal	In Progress	4/4/2018	\$625,000.00
Roadway/Structures	16087-119 Municipal Marina-Master Plan Update	Richard Herrman	(2) Normal	In Progress		\$64,600.00
Water/Wastewater	16088-111 Sanitary Sewer Manhole Rehabilitation - FY17	Matthew Wilson	(2) Normal	In Progress	12/13/2016	\$514,900.00
Water/Wastewater	16088-211 SAN Annual Manhole Rehab FY18	Matthew Wilson	(2) Normal	In Progress	6/1/2018	\$750,000.00
Water/Wastewater	16093-111 SWWRF Tertiary Filter Capacity Improvements	Diana Smilova	(2) Normal	In Progress	7/18/2016	\$4,576,198.00
Water/Wastewater	16094-111 Sanitary Sewer Citywide CIPP Lining FY17	Matthew Wilson	(1) High	In Progress	9/1/2016	\$3,450,000.00
Water/Wastewater	16094-211 SAN Citywide CIPP Lining FY18	Matthew Wilson	(2) Normal	In Progress	6/1/2018	\$2,500,000.00
Roadway/Structures	16096-122 4th Ave N, from 5th St to 3rd St - Restriping	Ziba Mohammadi	(2) Normal	In Progress	12/27/2017	\$55,340.00
Facilities	16097-110 Central Chiller Plant Feasibility Study	Lisa Glover Henderson	(2) Normal	In Progress	4/2/2018	\$84,250.00
Stormwater/Environmental	16099-120 Sanitary Sewer Mitigation Bank	Carlos Frey	(2) Normal	In Progress	3/1/2016	\$426,250.00
Total						\$431,188,453.09

Record: 1 of 492 | Unfiltered | Search

TRANSPARENCY - REPORTS

Project information can be sorted by type as well as Project Manager for ease of reporting.



The screenshot displays a Microsoft Access database interface. The main window shows an 'Employee List' table with columns for ID, First Name, and Last Name. The record for Lisa Glover Henderson (ID 14) is selected. A secondary window titled 'Employee Details' is open for Lisa Glover Henderson, showing a 'Projects' tab with a table of project information.

Project Name	Category	Status	Start Date	End
16097-110 Central Chiller Plant Feasibility Study	Facilities	In Progress	4/2/2018	
16229-019 Municipal Office Building Improvements	Facilities	In Progress	6/1/2018	
16229-119 City Hall HVAC System Upgrades/Replace	Facilities	In Progress	2/2/2017	
17055-129 Sustainability Office Energy Program	Facilities	In Progress	4/12/2018	
17214-019 South Community Library Chiller Replace	Facilities	In Progress	1/16/2018	
17222-019 Building F HVAC Improvements	Facilities	In Progress	11/1/2016	
17222-119 Building F HVAC Improvements - Replacem	Facilities	Not Started	6/1/2018	
17230-019 BODR for Water Resources Lab Building	Facilities	In Progress	1/6/2017	
18218-019 Water Resources Laboratory Generator E	Facilities	In Progress	12/18/2017	
18226-019 Water Supply - COSME Lab Upgrades	Facilities	In Progress	12/15/2017	
18227-019 Water Supply - Oberly Office HVAC Upgra	Facilities	In Progress	12/15/2017	
18231-019 City Hall & MSC Fire Protection System Re	Facilities	In Progress	1/4/2018	
18232-019 City Hall & MSC Security System Replac	Facilities	In Progress	1/4/2018	
Water Resources Administration Building Chiller Rep	Facilities	Not Started	5/14/2018	
WR Lab RTU 2 Replacement and Controls Upgrade	Facilities	Not Started	8/27/2018	

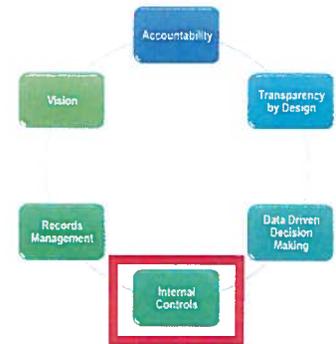
DATA DRIVEN DECISION MAKING

- Business case evaluations
- Financial feasibility studies
- Basis of design reports to define the problem statement(s)
- Integrated Water Resources Master Plan
- St Pete STAT



INTERNAL CONTROLS

- Pursuing APWA Certification
- Rewriting Department Manuals
- Revising SOPs
- Implementing quality assurance & quality control program

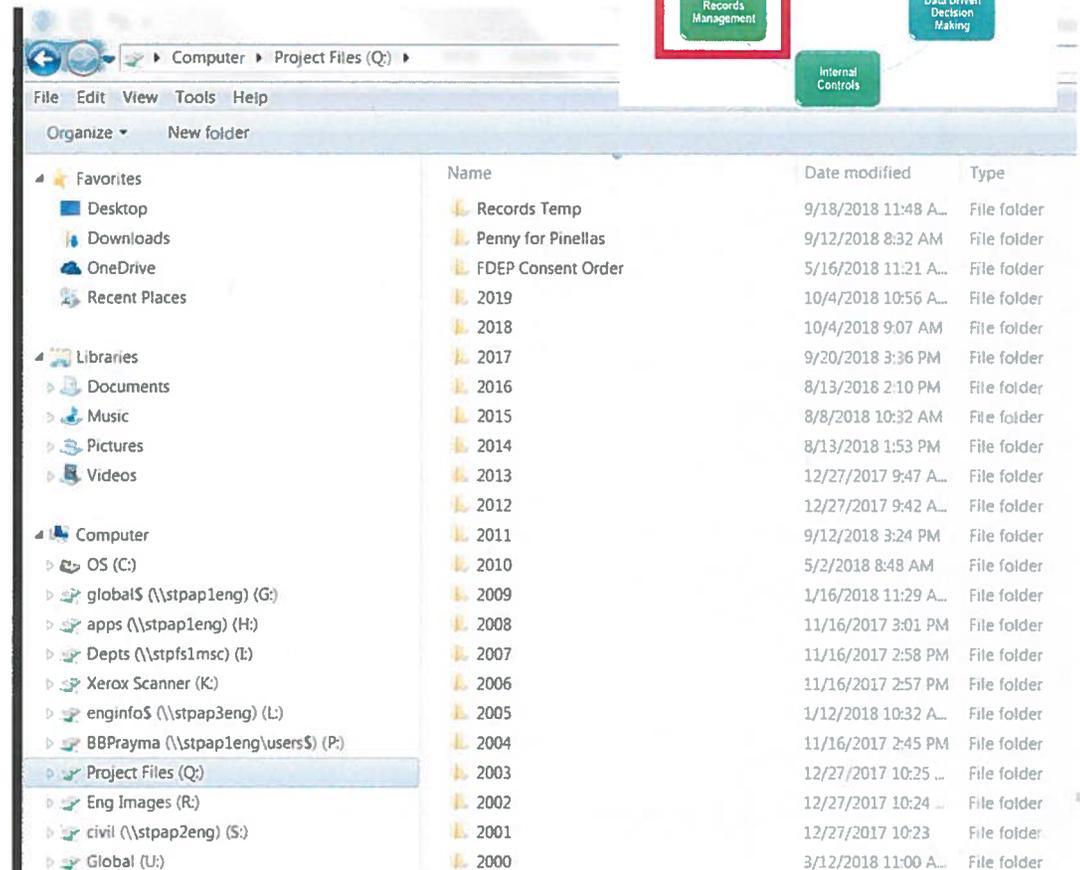
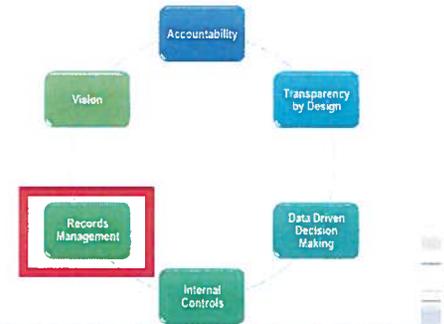


LA Consulting Management Study

- 4.1.1 Establish employee teams to review the various improvement opportunities and annual plans
- 4.1.2 Utilize all available technology and improvement tools with experienced leadership to obtain AWPA accreditation
- 4.3.2 Public Works/Water Resources leadership should establish a systematic quarterly methodology for connecting with employees to obtain unfiltered input and real feedback.

RECORDS MANAGEMENT

- Cannot delete data/records throughout the life of the project
- Dedicated full-time records management specialists on ECID staff
- Standardized document management system via project management software



VISION

VISION

St. Petersburg will be a city of opportunity where the sun shines on all who come to live, work and play. We will be an innovative, creative and competitive community that honors our past while pursuing our future.

STRATEGIC PATHWAYS

Stewardship &
Fiscal Responsibility

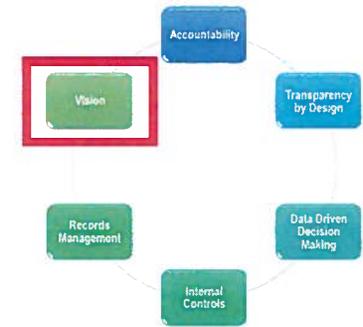
Innovation

Impactful
Service

Community
Engagement

VALUES

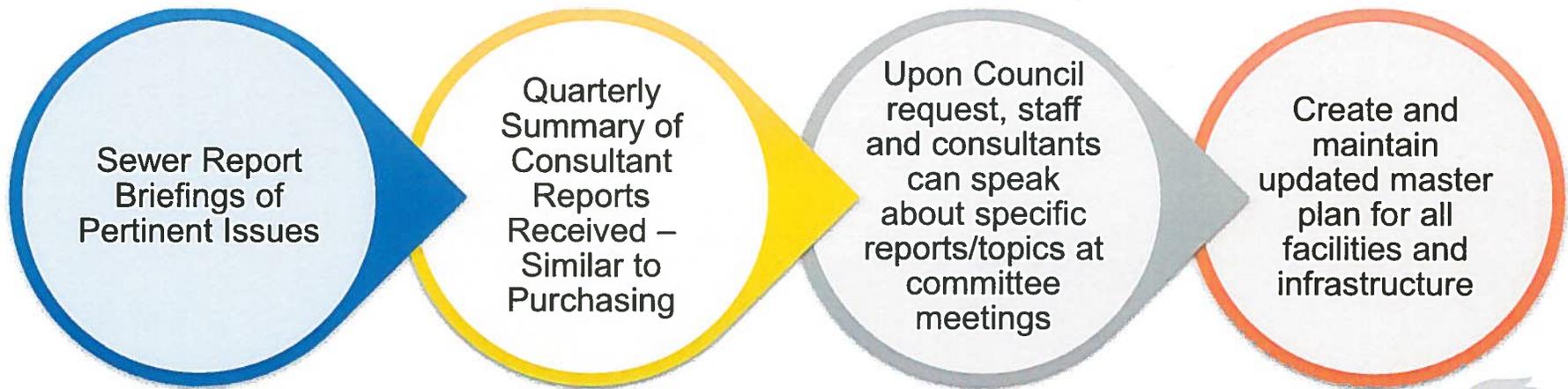
- Accountable servant leadership that puts people and their well-being first.
- Empowerment that fosters ownership and the realization of every opportunity's potential.
- Transparent access to the information that informs decisions.
- Celebration of **diversity** and **respect** for the value that it brings.
- Inclusive practices that promote **equality and justice**.
- Responsive processes that produce sustainable outcomes that build a **seamless city**.



City Staff feel as though they cannot be trusted, cannot do their jobs and have lost a feeling of value to the organization.



HOW ARE WE GOING TO KEEP CITY COUNCIL INFORMED?



PURCHASING REPORT

MEMORANDUM

TO: The Honorable Lisa Wheeler-Bowman, Chair,
and Members of City Council

FROM: Louis Moore, Director, Procurement and Supply Management *LM*

DATE: October 3, 2018

RE: Purchases \$10,000 to \$100,000 for September 2018

Attached for your review are purchases from \$10,000 to \$100,000 made by the city during the month of September 2018. This information is provided pursuant to City Council's approval on May 19, 2005 wherein the procurement policy was amended to increase the upper level of non-blanket purchase contracts from \$50,000 to \$100,000. At that time, City Council requested Procurement to report monthly on purchases made between \$10,000 and \$100,000.

LM:np

Attachment

cc: Dr. Kanika Tomalin, Deputy Mayor, City Administrator
Tom Greene, Assistant City Administrator
Claude Tankersley, Public Works Administrator
Alan DeLisle, City Development Administrator
Chan Srinivasa, City Clerk
Boriana Pollard, City Auditor
Cindy Sheppard, City Council
Distribution List
(Administrators, Chiefs and Directors)

September 2018 Purchases

Number	Description
212000	Massachusetts of History Insurance Reimbursement Charge
216001	M-20 Gasoline Cylindrical Scrubber-Sweeper per State of FL 2015-001-1-1-1
216025	Debris Monitoring Service
216092	Plug Valves, two 16 inch API two 14 inch, GP Kennedy PV WHPF
216098	Seals, Chesterton-43-32 SA RESCRES S FROM City 4
216099	Digester Mixer, DASH Tube
216238	Access Renewal for Brankus Inc 10/01/17 - 06/00/19
216239	IBIC - Small Business Capital Access Center
216221	Shed Shingles, Supply and Install
216220	2019 MLX Family Fun Day
216277	Lockers, Storage Units, Weapons Storage Rack
216340	Reimbursement, Grants
216330	Reimbursement, Grants
216304	Reimbursement, Grants
216351	Reimbursement, Grants
216352	Reimbursement, Grants
216381	Assurance Plan, Yearly
216385	Professional Svcs. Conceptual Master Plan, Redevelopment of Troopers Field - Project Area Scenario 1
216422	Service, Truck, Vacuum Sweeper Cleaners, quarterly service FY18
216428	Amusement Board, Operable Cabinet Rubber balls, Pocket Tactical, 40 mm Star Shell
216431	FY18 Grant Reimbursement, St. Petersburg Historical Society/History Museum
216416	Reimbursement, Grants
216383	Capital Renewal, Base Sid and three add installations
216424	Pumps, Pelam Storage, Astoria
216524	PACII Center for Girls - FY 18 Youth Development Grant
216774	Backflow Prevention
216816	Construction Services, Manafiy Theater
216913	Appliance repair, PSD12, Sunshine Auto, FY18
216925	Infoworks ICM - Sewer Edition
216915	Consultant, Historic Preservation, Archeological Master Plan, State Funded Grant
216906	Contracting Services, Construction Phase, Street Light Repair/Upgrade - City & PDOT Proj

Questions?



ISSUE

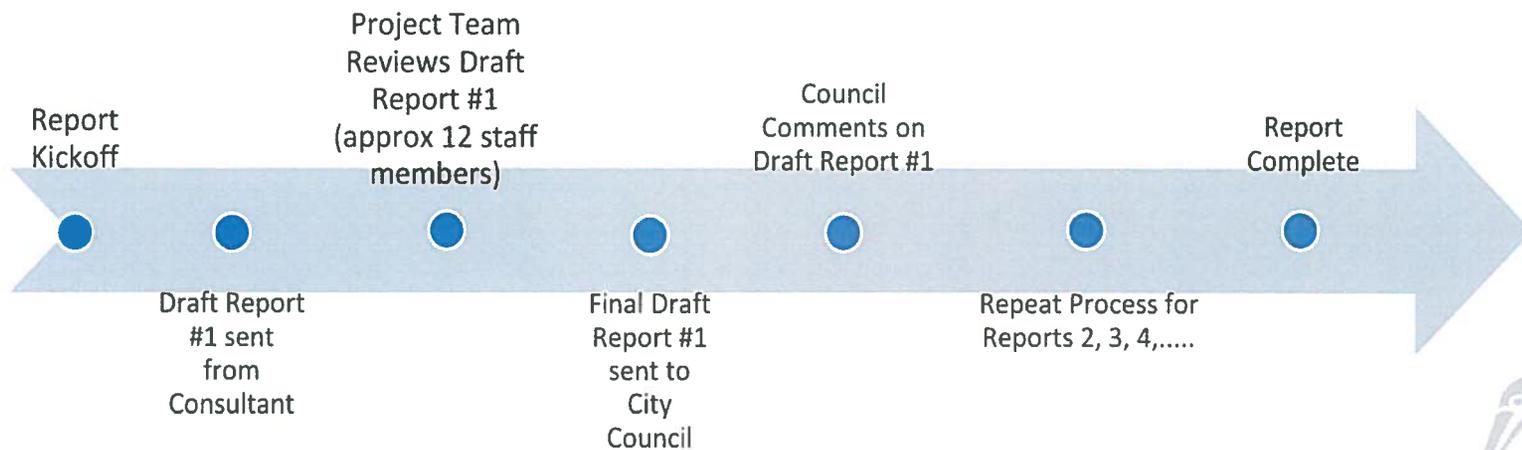
Draft reports sent to Council do NOT have staff review comments incorporated or addressed – leading to revised drafts.



Average Water Resources Project Example for First Draft			
# of staff member who will review/edit for accuracy and provide additional direction.			
	Reviewers	Geotechnical Report	Technical Memorandum/ Preliminary Design Report/Plans/Specifications
ECID	Director	X	X
ECID	Design Manager	X	X
ECID	Project Manager	X	X
ECID	Project Engineer	X	X
ECID	City Architect		
ECID	Project Architect		
ECID	QC Engineer/Architect	X	X
ECID	Construction Staff	X	X
WRD	Director		X
WRD	Manager		X
WRD	Chief Operator		X
WRD	Maintenance Staff		X
WRD	Field or Plant Staff		X
WRD	Field or Plant Staff		X

PRIOR SUBMITTAL PROCESS

Previous timeline



ISSUE

Increased time and demand on Consultants, ECID and City Council staff is causing a decrease in productivity with moving projects forward.

New Timeline

