

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Cristi C. Walker

Contact Number: 404-546-3622

Originating Department: Watershed Management

Committee(s) of Purview: City Utilities Committee

Chief of Staff Deadline: November 6, 2015

Anticipated Committee Meeting Date(s): December 15, 2015

Anticipated Full Council Date: January 4, 2016

Legislative Counsel's Signature: 

Commissioner's Signature: 

Chief Financial Officer's Signature:  

Chief Information Officer Signature (for IT Procurements) N/A

Chief Procurement Officer Signature: N/A

CAPTION

AN ORDINANCE AUTHORIZING THE CHIEF FINANCIAL OFFICER TO AMEND THE FY 2016 WATER AND WASTEWATER RENEWAL AND EXTENSION FUND (5052) BUDGET IN THE AMOUNT OF FIVE MILLION DOLLARS AND ZERO CENTS (\$5,000,000.00) TO TRANSFER FUNDS FROM THE WATERSHED RESERVES FOR APPROPRIATIONS AND ADD FUNDS TO APPROPRIATIONS FOR THE LINEAR MAINTENANCE CONTRACTS-A/E SERVICES PROJECTS; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT: (if any)

Mayor's Staff Only

Received by CPO: _____
(date)

Received by LC from CPO: _____
(date)

Received by Mayor's Office: 11/6/15 
(date)

Reviewed by: _____
(date)

Submitted to Council: _____ (date)

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: City Utilities Committee

Caption: AN ORDINANCE AUTHORIZING THE CHIEF FINANCIAL OFFICER TO AMEND THE FY 2016 WATER AND WASTEWATER RENEWAL AND EXTENSION FUND (5052) BUDGET IN THE AMOUNT OF FIVE MILLION DOLLARS AND ZERO CENTS (\$5,000,000.00) TO TRANSFER FUNDS FROM THE WATERSHED RESERVES FOR APPROPRIATIONS AND ADD FUNDS TO APPROPRIATIONS FOR THE LINEAR MAINTENANCE CONTRACTS-A/E SERVICES PROJECTS; AND FOR OTHER PURPOSES.

Council Meeting Date: December 1, 2015 – 1st Read; January 4, 2016 – 2nd Read

Requesting Dept.: Department of Watershed Management

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

The purpose of this legislation is to authorize the CFO to amend the FY 2016 Budget Water and Wastewater Renewal and Extension Fund (5052) in the amount of **\$5,000,000.00** to transfer funds from Watershed Reserves for Appropriations and add to Appropriations funds for:

Linear Maintenance Contracts-A/E Services Project to provide assistance to the Department of Watershed Management for administrative and inspection services during the course of construction associated with various linear maintenance contracts.

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

The City of Atlanta, Department of Watershed Management has identified, in connection with the Capital Improvement Program (CIP), the need to fund certain costs from the Water and Wastewater Renewal and Extension Fund (5052) to facilitate projects.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** N/A
- (b) **Source Selection:** N/A
- (c) **Bids/Proposals Due:** N/A
- (d) **Invitations Issued:** N/A
- (e) **Number of Bids:** N/A
- (f) **Proposals Received:** N/A
- (g) **Bidders/Proponents:** N/A
- (h) **Term of Contract:** N/A

4. Fund Account Center (Ex. Name and number): Various

Fund: _____ **Account:** _____ **Center:** _____

5. Source of Funds: Example: Local Assistance Grant

FDOA: \$5,000,000; 5052 (DWM Water & Wastewater RNE Fund) 200101 (NDP Reservation of Funds Appropriations) 5999901 (Reserve Conversion Account) 1512000 (Accounting)

6. Fiscal Impact: N/A

Example: This legislation will result in a reduction in the amount of _____ to Fund Account Center Number _____.

7. Method of Cost Recovery: N/A

Examples:

- a. Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.**
- b. Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.**

This Legislative Request Form Was Prepared By: Tamika Gray



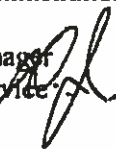
Kasim Reed
MAYOR

CITY OF ATLANTA
DEPARTMENT OF WATERSHED MANAGEMENT
72 MARIETTA STREET NW
ATLANTA, GEORGIA 30303

Jo Ann J. Macrina, PE
COMMISSIONER

MEMORANDUM

TO: Tamika Gray, Watershed Manager, Sr.,
DWM – Bureau of Financial Administration

FROM: Demetris Johnson, Financial Manager
DWM, Office of Engineering Services 

DATE: October 9, 2015

SUBJECT: FUNDS REQUEST FOR LINEAR MAINTENANCE CONTRACT - A/E SERVICES

This serves as a special funding request to fund professional services to assist Department of Watershed Management.

PROJECT NAME	LINEAR MAINTENANCE CONTRACTS – A/E SERVICES
Funding Total	\$5,000,000.00 – CM Services
Start/Finish Time	December 2015 – December 2016
Project Details	This request is for professional services from an A/E Joint Venture to provide assistance to the Department of Watershed Management (DWM) for administrative management and inspection services throughout construction associated with various linear maintenance contracts. The scope of services include, but is not limited to review and monitoring of construction methods and schedules, construction testing, review of contractor’s shop drawings and submittals, conducting inspections of all construction based on approved specifications, as-built development and monitoring, pay application review and approval, inspection and verification of stored materials, change orders review, management of punch list items and observation of construction to ensure design compliance.

Should you need additional information to precede with this request, please contact me at 404-546-1249.

APPROVALS


Lyonel François, Director, OES

 10/9/15
Robert A. Bocarro, Interim DC, OES

Cc: Mohamed Balla, DC, Bureau of Financial Administration

1st Reading

FINAL COUNCIL ACTION
 2nd 1st & 2nd 3rd
 Readings
 Consent V Vote RC Vote

Committee _____
 Date _____
 Chair _____
 Referred To _____

**AN ORDINANCE
 BY CITY UTILITIES COMMITTEE**

**AN ORDINANCE AUTHORIZING THE
 CHIEF FINANCIAL OFFICER TO
 AMEND THE FY 2016 WATER AND
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 EXTENSION FUND (5052) BUDGET IN
 THE AMOUNT OF FIVE MILLION
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 (\$5,000,000.00) TO TRANSFER FUNDS
 FROM THE WATERSHED RESERVES
 FOR APPROPRIATIONS AND ADD
 FUNDS TO APPROPRIATIONS FOR
 THE LINEAR MAINTENANCE
 CONTRACTS-A/E SERVICES
 PROJECTS; AND FOR OTHER
 PURPOSES.**

CONSENT REFER
 REGULAR REPORT REFER
 ADVERTISE & REFER
 1ST ADOPT 2ND READ & REFER
 PERSONAL PAPER REFER
 Date Referred: _____
 Referred To: _____
 Date Referred: _____
 Referred To: _____
 Date Referred: _____
 Referred To: _____

Committee	Committee
Date	Date
Chair	Chair
Action Fav, Adv, Hold (see rev. side) Other	Action Fav, Adv, Hold (see rev. side) Other
Members	Members
Refer To	Refer To

Committee	Committee
Date	Date
Chair	Chair
Action Fav, Adv, Hold (see rev. side) Other	Action Fav, Adv, Hold (see rev. side) Other
Members	Members
Refer To	Refer To

CERTIFIED

MAYOR'S ACTION