

City of Dover

Capital Improvement Project Analysis And Vehicle Replacement Report April 2004

To: Members of City Council

From: Tony DePrima, City Manager
Donna S. Mitchell, Finance Director

CC: Mayor, City Clerk, & Department Heads

Date: May 18, 2004

Attached is the Capital Improvement Project Analysis and the Vehicle Replacement Analysis reports for April 2004.

Please contact our office, if you have any questions.

Thank you.

CITY OF DOVER
Capital Improvement Project Analysis - General Fund
As of April 30, 2004

Project #	Fund	Project Description	Start Date	Project Budget	Project to Date Exp.	Current Annual Budget	Internal Budget Revision (+/-)	Revised Annual Budget	Current YTD Exp.	Current Budget Balance	CAF and/or Comments	Project Status
Administrative Services - New Projects												
AS0402	GF	Purchase Copier	7/1/2003	15,000	9,160	15,000	(5,840)	9,160	9,160	-	Maintenance Equipment	CO
Total Administrative Services				\$ 15,000	\$ 9,160	\$ 15,000	\$ (5,840)	\$ 9,160	\$ 9,160	\$ -		
Central Services - Prior year's projects												
SP0001	GF	Pear St. Warehouse Renovations	10/31/1999	400,780	230,710	81,397	(5,355)	76,042	23,479	52,563	U 12/11/00-2 L&F 5/8/02-1	CI
Subtotal - Central Services - Prior year's projects				\$ 400,780	\$ 230,710	\$ 81,397	\$ (5,355)	\$ 76,042	\$ 23,479	\$ 52,563		
Central Services - New Projects												
CS0401	GF	Replace Mail Inserter/Feeder	7/1/2003	32,000	-	32,000	-	32,000	-	32,000	Maintenance Equipment C11-10-2003	CO
Subtotal Central Services - FY 04 Projects				\$ 32,000	\$ -	\$ 32,000	\$ -	\$ 32,000	\$ -	\$ 32,000		
Total Central Services				\$ 432,780	\$ 230,710	\$ 113,397	\$ (5,355)	\$ 108,042	\$ 23,479	\$ 84,563		
Facilities Management - Prior year's projects												
FM0403	GF	City Hall Reheat/Air conditioner Unit Replacement	4/25/2003	131,000	87,065	131,000	(62,500)	68,500	68,500	-	L&F 4/14/03 - 5	CO
FM0202	GF	City Hall Office Remodeling	Annual	5,000	-	5,000	(5,000)	-	-	-		CI
FM0406	GF	ADA Upgrades for C/H	7/1/2003	15,000	10,505	15,000	-	15,000	10,505	4,495		CO
FM0407	GF	Pear Street Roof Replacement	4/1/2004	94,300	-	-	94,300	94,300	-	94,300	L&F 3/8/04 1B	PD
FM0408	GF	City Hall Roof Replacement	4/1/2004	80,000	-	-	46,510	46,510	-	46,510	L&F 3/8/04 1A	PD
Total Facilities Management				\$ 325,300	\$ 97,570	\$ 151,000	\$ 73,310	\$ 224,310	\$ 79,005	\$ 145,305		
Fleet Maintenance - New Projects												
FL0401	GF	Used Oil Storage Addition	7/1/2003	20,000	50	20,000	-	20,000	50	19,950		CI
Total Fleet Maintenance				\$ 20,000	\$ 50	\$ 20,000	\$ -	\$ 20,000	\$ 50	\$ 19,950		
Information Technology - FY 04 Projects												
IT0402	GF	Long Range Strategic Information Technology Plan	7/1/2003	50,000	21,749	50,000	3,000	53,000	21,749	31,251	C 1/26/04 - 9	PD
---	GF	Renovations Information Technology Office	7/1/2003	8,550	5,291	8,550	-	8,550	5,291	3,259		CO
Total Information Technology				\$ 58,550	\$ 27,040	\$ 58,550	\$ 3,000	\$ 61,550	\$ 27,040	\$ 34,510		
Library - FY 04 Projects												
LB0601	GF	West Side Library	7/1/2003	2,160,000	10,000	10,000	-	10,000	10,000	-		PD
Total Library				\$ 2,160,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ -		
Parks and Recreation - Prior year's projects												
---	GF	Repair HVAC	7/1/2003	-	5,355	-	5,355	5,355	5,355	-	Funded by Parkland Reserve P&R 5/27/03 - 1	CO
PR0202	GF	Slaughter Street Park Relocation	7/1/2003	49,942	49,942	-	49,942	49,942	49,942	-		CO
PR0401	GF	Dover Park Tennis Courts	7/1/2003	60,000	-	60,000	-	60,000	-	60,000		BP
PR0404	GF	Playground Equipment Replacement	Annual	20,000	-	20,000	-	20,000	-	20,000	Mayfair Park	BP
PR0501	GF	West Side Recreation Center	7/1/2003	3,000,000	-	20,000	-	20,000	-	20,000		PD
Total Parks and Recreation				\$ 3,129,942	\$ 55,297	\$ 100,000	\$ 55,297	\$ 155,297	\$ 55,297	\$ 100,000		

CITY OF DOVER
Capital Improvement Project Analysis - General Fund
As of April 30, 2004

Project #	Fund	Project Description	Start Date	Project Budget	Project to Date Exp.	Current Annual Budget	Internal Budget Revision (+/-)	Revised Annual Budget	Current YTD Exp.	Current Budget Balance	CAF and/or Comments	Project Status
Planning & Inspections - Prior year's projects												
TE0201	TE	Hanson House Preservation	8/1/2001	180,000	12,599	180,000	-	180,000	12,599	167,401		CI
TE0205	TE	Downtown Dover Phase III TE Program	7/1/2001	468,480	448,707	66,631	-	66,631	29,251	37,380		CO
Total Planning & Inspections				\$ 648,480	\$ 461,306	\$ 246,631	\$ -	\$ 246,631	\$ 41,850	\$ 204,781		
Police - Prior year's projects												
PD0101	GF	Police Warehouse	1/2/2001	182,033	169,008	80,000	-	80,000	66,975	13,025	L&F 5/28/02 - 4	CO
Subtotal Police - Prior year's projects				\$ 182,033	\$ 169,008	\$ 80,000	\$ -	\$ 80,000	\$ 66,975	\$ 13,025		
Police - FY 04 Projects												
PD0401	GF	Heating, Ventilation, and Air Conditioning Computer System Upgrade	7/1/2003	18,500	-	18,500	-	18,500	-	18,500		PP
PD0403	GF	Replace Dormer Siding and Window	7/1/2003	12,600	12,490	12,600	1,475	14,075	12,490	1,585		CO
PD0405	GF	Server Upgrade for CAD/RMS	7/1/2003	200,000	-	30,000	-	30,000	-	30,000	\$170,000 is funded by state grant	PP
Subtotal Police				\$ 231,100	\$ 12,490	\$ 61,100	\$ 1,475	\$ 62,575	\$ 12,490	\$ 50,085		
Total Police				\$ 413,133	\$ 181,498	\$ 141,100	\$ 1,475	\$ 142,575	\$ 79,465	\$ 63,110		
Tax Assessor - FY 04 Projects												
TA0401	GF	Replace CAMA Software	7/1/2003	\$ 25,000	\$ -	\$ 25,000	\$ -	25,000	\$ -	\$ 25,000	L&F 3/22/04-2	CI
Total Tax Assessor				\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000		
Streets - FY 04 Projects												
ST0405	GF	Street and Alley - FY 2004	Annual	250,000	250,000	250,000	-	250,000	250,000	-		CI
---	SSA	Street and Alley - FY 2004	Annual	500,000	1,312,369	500,000	-	500,000	1,312,369	(812,369)		CI
ST0406	GF	Concrete Program - FY 2004	Annual	30,000	20,564	30,000	-	30,000	20,564	9,436		CI
Total Streets				\$ 780,000	\$ 1,582,933	\$ 780,000	\$ -	\$ 780,000	\$ 1,582,933	\$ (802,933)		
Grand total				\$ 8,008,185	\$ 2,655,565	\$ 1,660,678	\$ 121,887	\$ 1,782,565	\$ 1,908,279	\$ (125,714)		
Legend - Fund:												
GF - General Fund												
TE - Transportation Enhancement Grant Fund												
CTI - Community Transportation Improvement Fund												
EIE - Electric Improvement Extension Fund												
WWIE - Water/Wastewater Improvement Fund												
SSA - Suburban Street Aid												
Legend - Status:												
NS - Not Started												
PD - Planning & Design												
PA - Permit Approvals												
BP - Bidding & Purchasing												
CI - Construction & Installation												
OH - On Hold												
PP - Postponed												
CO - Complete												

CITY OF DOVER
Capital Improvement Project Analysis - Water/Wastewater Fund
As of April 30, 2004

Project	Fund	Project Description	Start Date	Project Budget	Project to Date Exp.	Current Annual Budget	Internal Budget Revision (+/-)	Revised Annual Budget	Current YTD Exp.	Current Budget Balance	CAF and/or Comments	Project Status
Public Works												
Construction - FY 04 Projects												
CI0401	WWIE	Pole Barn Overhead Door Installation	7/1/2003	15,000	13,537	15,000	-	15,000	13,537	1,463		CO
		Subtotal Construction		15,000	13,537	15,000	-	15,000	13,537	1,463		
Sanitary Sewer - Prior year's projects												
WW0101	WWIE	US 13 East Sanitary Sewer Interceptor	8/1/2000	1,200,000	26,257	1,175,000	(20,000)	1,155,000	3,001	1,151,999		PD
WW0201	WWIE	Turnberry Pump Station Upgrade	8/15/2001	100,000	111,110	100,000	12,000	112,000	111,067	933	U 6/23/03-3	CO
WW0302	WWIE	Puncheon Run Motor Control & Pump Replacement	7/31/2002	350,000	28,414	350,000	-	350,000	28,414	321,586	C 8/25/03 8B	PD
WW0303	WWIE	Walker Road Pump Station Upgrade	7/31/2002	250,000	34,294	250,000	-	250,000	34,294	215,706	U 6/23/03 - 2 & U 3/9/04-3	PD
WW0304	WWIE	Garrison Oak Pumping Station	7/31/2002	1,280,000	42,797	170,000	-	170,000	42,797	127,203	FY 2004 budget is grant funds C 8/25/03 8C	PD
WW0404	WWIE	Walker Road Sewer Diversion	3/23/2004	20,000	4,516	-	20,000	20,000	4,516	15,484	U 3/9/04-3	CI
		Subtotal Sanitary Sewer - Prior year's projects		\$ 3,200,000	\$ 242,872	\$ 2,045,000	\$ 12,000	\$ 2,057,000	\$ 224,089	\$ 1,817,427		
Sanitary Sewer - FY 04 Projects												
WS0402	WWIE	Meter Reading Tech Upgrade - 04	Annual	25,000	25,445	25,000	-	25,000	25,445	(445)	L & F 11/12/02	CO
		Subtotal Sanitary Sewer - FY 04 Projects		25,000	25,445	25,000	-	25,000	25,445	(445)		
		Total Sanitary Sewer		3,225,000	268,317	2,070,000	12,000	2,082,000	249,534	1,816,982		
Water Distribution - Prior year's projects												
WD0302	WWIE	Cooper Road Water Main Ext.	8/1/2002	30,000	44,100	-	5,000	5,000	4,297	703	U 11/12/02 - 4B	CO
WD0304	WWIE	Division Street Water Main Upgrade	8/1/2002	660,000	12,033	600,000	-	600,000	-	600,000		PD
		Subtotal Water Distribution - Prior year's projects		\$ 690,000	\$ 56,133	\$ 600,000	\$ 5,000	\$ 605,000	\$ 4,297	\$ 600,703		
Water Distribution - FY 04 Projects												
WD0401	WWIE	Miscellaneous Distribution System Improvements	7/1/2003	50,000	100	50,000	(5,000)	45,000	100	44,900		CI
WD0402	WWIE	West Dover Water Loop	7/1/2003	200,000	93,597	200,000	-	200,000	93,597	106,403		PD
WD0403	WWIE	U.S. 13 Water Main Crossing	7/1/2003	100,000	-	100,000	(12,000)	88,000	-	88,000		PP
		Subtotal Water Distribution - FY 04 Projects		350,000	93,697	350,000	(17,000)	333,000	93,697	239,303		
Water Supply - Prior year's projects												
WS0301	WWIE	Water System SCADA Upgrade	7/15/2002	190,000	213,493	-	21,295	21,295	21,295	-	U 8/12/02 & U 4/8/03-4	CO
		Subtotal Water Supply - Prior year's projects		\$ 190,000	\$ 213,493	\$ -	\$ 21,295	\$ 21,295	\$ 21,295	\$ -		
Water Supply - FY 04 Projects												
WS0401	WWIE	Water System Master Plan Update	7/1/2003	100,000	-	100,000	-	100,000	-	100,000	C 11/24/03-6C	PD
WS0402	WWIE	Meter Reading Tech Upgrade - 04	Annual	25,000	25,445	25,000	-	25,000	25,445	(445)	L & F 11/12/02	CO
WS0403	WWIE	Elevated Water Storage Tank Management Services	Annual	84,565	63,423	84,565	-	84,565	63,423	21,142		CI
WS0404	WWIE	Wellhead Redevelopment Program	Annual	74,500	79,201	74,500	27,568	102,068	79,201	22,867	C 9/22/03-12B & C 4/12/04-7	CI
		Subtotal Water Supply - FY 04 Projects		284,065	168,069	284,065	27,568	311,633	168,069	143,564		
		Total Water		1,514,065	531,392	1,234,065	36,863	1,270,928	287,358	983,570		
		Total Public Works		\$ 4,754,065	\$ 813,245	\$ 3,319,065	\$ 48,863	\$ 3,367,928	\$ 550,428	\$ 2,802,016		

CITY OF DOVER
Capital Improvement Project Analysis - Electric Fund
As of April 30, 2004

Project	Fund	Project Description	Start Date	Project Budget	Project to Date Exp.	Current Annual Budget	Internal Budget Revision (+/-)	Revised Annual Budget	Current YTD Exp.	Current Budget Balance	CAF and/or Comments	Project Status
	Electric											
		Engineering - FY 04 Projects										
EE0402	EIE	Scada Remote Control Units (RTU)	7/1/2003	24,000	14,160	24,000	-	24,000	14,160	9,840	Maintenance Equipment	CO
EE0403	EIE	Scada Software	7/1/2003	18,000	11,168	18,000	-	18,000	11,168	6,832		CO
EE0404	EIE	North State Street and Rt. 13 Wire	7/1/2003	80,000	-	80,000	-	80,000	-	80,000	No longer needed	---
EE0405	EIE	Dictaphone	7/1/2003	11,000	9,426	11,000	-	11,000	9,426	1,574		CO
EE0407	EIE	69 KV Line - Vansant to Mayfair	7/1/2003	360,000	4,330	60,000	-	60,000	4,330	55,670		PD
EE0409	EIE	New Developments/Upgrades	7/1/2003	3,586,250	431,157	847,298	(233,821)	613,477	431,157	182,320		CI
EE0410	EIE	Walker Road Electrical Improvements	7/1/2003	358,252	231,068	358,252	(17,878)	340,374	231,068	109,306		CI
EE0413	EIE	Tap Changer	7/1/2003	52,122	52,500	-	52,122	52,122	52,500	(378)		CO
EE0414	EIE	Delaware State University	2/23/2004	199,577	21,257	-	199,577	199,577	21,257	178,320		CI
EU0401	EIE	Distribution Upgrades	Annual	200,000	48,778	-	-	-	-	-		
		Total Engineering		4,903,201	823,844	1,398,550	-	1,398,550	775,066	623,484		
		Distribution - Prior year's projects										
ED0302	EIE	Woodbrook Development Upgrades	9/1/2002	210,000	216,594	10,000	-	10,000	6,295	3,705	Continuing into 2004	CI
ED0307	EIE	Sidewalk Relocation US 13	11/20/2002	13,960	2,299	-	-	-	-	-		CI
		Subtotal Distribution		\$ 223,960	\$ 218,893	\$ 10,000	\$ -	\$ 10,000	\$ 6,295	\$ 3,705		
		Distribution - FY 04 Projects										
ED0306	EIE	4 KV to 12 KV Upgrade	Annual	214,000	255,446	214,000	-	214,000	44,138	169,862		CI
		Subtotal Distribution - FY 04 Projects		\$ 214,000	\$ 255,446	\$ 214,000	\$ -	\$ 214,000	\$ 44,138	\$ 169,862		
		Total Distribution		\$ 437,960	\$ 474,339	\$ 224,000	\$ -	\$ 224,000	\$ 50,433	\$ 173,567		
		Substations - Prior year's projects										
ES0105	EIE	Mayfair 69/12 KV Transformer and Breaker	7/1/2000	555,000	325,488	207,500	-	207,500	-	207,500	U 9/9/02 - 2 & C3/22/04-12B	CI
ES0301	EIE	Division Street Substation Rebuild	7/1/2002	885,000	379,368	537,500	-	537,500	11,879	525,621	U 9/9/02 - 2 & C3/22/04-12B	CI
		Total Substations		\$ 1,440,000	\$ 704,856	\$ 745,000	\$ -	\$ 745,000	\$ 11,879	\$ 733,121		
		Transmission - Prior year's projects										
ES0103	EIE	230 KV Tie with Conectiv	7/1/2001	9,600,000	7,030,492	9,300,000	-	9,300,000	6,619,549	2,680,451	U 5/19/03-5A & U5/19/03-5B & C 11/24/03-6A	CI
		Subtotal Transmission - Prior year's projects		\$ 9,600,000	\$ 7,030,492	\$ 9,300,000	\$ -	\$ 9,300,000	\$ 6,619,549	\$ 2,680,451		
		Transmission - FY 04 Projects										
ET0401	EIE	Portable Thumper, Hi-Pot Sectionalizer	7/1/2003	25,000	17,500	25,000	-	25,000	17,500	7,500		CO
		Subtotal Transmission - FY 04 Projects		\$ 25,000	\$ 17,500	\$ 25,000	\$ -	\$ 25,000	\$ 17,500	\$ 7,500		
		Total Transmission		\$ 9,625,000	\$ 7,047,992	\$ 9,325,000	\$ -	\$ 9,325,000	\$ 6,637,049	\$ 2,687,951		
		Total Electric		\$ 16,406,161	\$ 9,051,031	\$ 11,692,550	\$ -	\$ 11,692,550	\$ 7,474,427	\$ 4,218,123		

CITY OF DOVER
Vehicle Replacement Analysis
As of April 30, 2004

Department	Fund	Description of Proposed Vehicle/Equipment	Veh. No.	Replaces and/or Trade In	Status	Current Annual Budget	Internal Budget Revision (+/-)	Revised Annual Budget	Current YTD Exp.	Current Budget Balance	CAF and/or Comments
Facilities Management											
	110	2004 Pickup Truck	439	1987 Dodge 1/2 Ton Pickup	I	15,000.00	-	-	14,812.68	187.32	Purchased a van
Total Facilities Management						15,000.00	-	-	14,812.68	187.32	
Grounds											
	110	2004 Tractor, Boom Arm, & Heavy Duty Rotary Mower Unit	560	1986 72hp Ford Tractor w/Boom Ax Rotary Mower	I	63,000.00	-	-	62,135.00	865.00	C 9/8/03 - 9A
	110	2004 Front Mount Mower w/Grass Catcher	568	1998 Ex-Mark Front Mount Mower	I	8,500.00	-	-	8,259.00	241.00	C 9/8/03 - 9A
Total Grounds						71,500.00	-	-	70,394.00	1,106.00	
Inspections											
	110	2004 Mid-Size Station Wagon	15	1992 Ford Crown Victoria	I	15,498.00	-	-	15,498.00	-	
Total Inspections						15,498.00	-	-	15,498.00	-	
Police											
	110	2004 Crown Victoria	217	1998 Ford Crown Victoria	D	25,340.00	-	-	-	25,340.00	
	110	2004 Crown Victoria	218	1998 Ford Crown Victoria	D	25,340.00	-	-	-	25,340.00	
	110	2004 Crown Victoria	258	1998 Ford Crown Victoria	D	25,340.00	-	-	-	25,340.00	
	110	2004 Crown Victoria	259	1998 Ford Crown Victoria	D	25,340.00	-	-	-	25,340.00	
	110	2004 Crown Victoria	260	1998 Ford Crown Victoria	D	25,340.00	-	-	-	25,340.00	
	110	2004 Crown Victoria	276	1996 Ford Crown Victoria	D	25,340.00	-	-	-	25,340.00	
	110	2004 Crown Victoria	278	1996 Ford Crown Victoria	D	25,340.00	-	-	-	25,340.00	
Total Police Vehicles						177,380.00	-	-	-	177,380.00	
Sanitation											
	110	2004 Heil Rapid Rail	443	1996 Volvo Side Loader	I	144,784.00	-	-	144,784.00	-	C 7/28/03 - 12A
	110	2004 Heil Rapid Rail	442	1998 Peterbuilt	I	144,784.00	-	-	144,784.00	-	C 7/28/03 - 12A
Total Sanitation						289,568.00	-	-	289,568.00	-	
Total General Fund						568,946.00	-	-	390,272.68	178,673.32	
Construction											
	417	2004 1 Ton Dump Truck	417	1988 Chevrolet Dump Truck	I	35,000.00	-	-	26,120.00	8,880.00	
Total Construction						35,000.00	-	-	26,120.00	8,880.00	
Water Meter Reading											
	417	2004 Chevrolet Pickup	151	1993 Ford F-150 Pickup	I	20,000.00	-	-	11,612.00	8,388.00	
Total Water Meter Reading						20,000.00	-	-	11,612.00	8,388.00	
Water											
	417	High Pressure Pump	---	N/A	I	-	10,432.00	10,432.00	-	10,432.00	
Subtotal Water						-	10,432.00	10,432.00	-	10,432.00	
Sanitary Sewer											
	417	High Pressure Pump	---	N/A	I	-	10,513.00	10,513.00	-	10,513.00	
Subtotal Sanitary						-	10,513.00	10,513.00	-	10,513.00	
Total Water/Wastewater Fund						55,000.00	20,945.00	20,945.00	37,732.00	38,213.00	
Transmission & Distribution											
	487	2004 40' Bucket Truck	751	1995 International VST 4000	I	92,000.00	-	-	84,101.00	7,899.00	
Total Transmission & Distribution						92,000.00	-	-	84,101.00	7,899.00	
Total Electric Fund						92,000.00	-	-	84,101.00	7,899.00	
Legend - Status											
B - Bidding											
O - On Order											
D - Delivered											
I - In Service											