

City of Dover

Capital Improvement Project Analysis And Vehicle Replacement Report May 2004

To: Members of City Council

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

CC: Mayor, City Clerk, & Department Heads

Date: June 21, 2004

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

Please contact our office, if you have any questions.

Thank you.

cc: Ray Cola

CITY OF DOVER
Capital Improvement Project Analysis - General Fund
As of May 31, 2004

Project #	Fund	Project Description	Account Number	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	110-2900-529.4025	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	110-2700-571.4031	400,780	231,374	81,397	(5,355)	76,042	24,143	51,899	U 12/11/00-2 L&F 5/8/02-1	CI
Subtotal - Central Services - Prior year's projects				\$ 400,780	\$ 231,374	\$ 81,397	\$ (5,355)	\$ 76,042	\$ 24,143	\$ 51,899		
Central Services - New Projects												
CS0401	GF	Replace Mail inserter/Feeder	110-2700-571.40-21	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	\$ 231,374	\$ 113,397	\$ (5,355)	\$ 108,042	\$ 24,143	\$ 83,899		
Facilities Management - Prior year's projects												
FM0403	GF	City Hall Reheat/Air conditioner Unit Replacement	110-2500-552.4031	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	110-2500-552.4031	5,000	-	5,000	(5,000)	-	-	-		CI
FM0406	GF	ADA Upgrades for C/H	110-2500-552.4031	15,000	10,505	15,000	-	15,000	10,505	4,495		CO
FM0407	GF	Pear Street Roof Replacement		94,300	-	-	94,300	94,300	-	94,300	L&F 3/8/04 1B	PD
FM0408	GF	City Hall Roof Replacement		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	110-2800-572.4031	20,000	2,802	20,000	-	20,000	2,802	17,198		CI
Total Fleet Maintenance				\$ 20,000	\$ 2,802	\$ 20,000	\$ -	\$ 20,000	\$ 2,802	\$ 17,198		
Information Technology - FY 04 Projects												
IT0402	GF	Long Range Strategic Information Technology Plan	110-2200-516.3029	50,000	39,869	50,000	3,000	53,000	39,869	13,131	C 1/26/04 - 9	PD
---	GF	Renovations Information Technology Office	110-2200-516.4031	8,550	5,291	8,550	-	8,550	5,291	3,259		CO
Total Information Technology				\$ 58,550	\$ 45,160	\$ 58,550	\$ 3,000	\$ 61,550	\$ 45,160	\$ 16,390		
Library - FY 04 Projects												
LB0601	GF	West Side Library	110-1500-523.3029	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	110-1500-525.4031	-	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	110-1500-525.4031	49,942	49,942	-	49,942	49,942	49,942	-		CO
PR0401	GF	Dover Park Tennis Courts	110-1500-525.4031	60,000	-	60,000	-	60,000	-	60,000		BP
PR0404	GF	Playground Equipment Replacement	110-1500-525.4031	20,000	-	20,000	-	20,000	-	20,000	Mayfair Park	BP
PR0501	GF	West Side Recreation Center	110-1500-525.3029	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		
Planning & Inspections - Prior year's projects												
TE0201	TE	Hanson House Preservation	317-9900-582.40-31	180,000	25,198	180,000	-	180,000	25,198	154,802		CI
TE0205	TE	Downtown Dover Phase III TE Program	317-9900-582.40-31	468,480	440,489	66,631	-	66,631	21,032	45,599		CO
Total Planning & Inspections				\$ 648,480	\$ 465,687	\$ 246,631	\$ -	\$ 246,631	\$ 46,230	\$ 200,401		

CITY OF DOVER

Capital Improvement Project Analysis - General Fund

As of May 31, 2004

Project #	Fund	Project Description	Account Number	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
Police - Prior year's projects												
PD0101	GF	Police Warehouse	110-1700-541.4031	182,033	169,125	80,000	(1,875)	78,125	67,092	11,033	L&F 5/28/02 - 4	CO
		Subtotal Police - Prior year's projects		\$ 182,033	\$ 169,125	\$ 80,000	\$ (1,875)	\$ 78,125	\$ 67,092	\$ 11,033		
Police - FY 04 Projects												
PD0401	GF	Heating, Ventilation, and Air Conditioning Computer System Upgrade	110-1700-541.4028	18,500	-	18,500	-	18,500	-	18,500		PP
PD0403	GF	Replace Dormer Siding and Window	110-1700-541.4031	12,600	13,590	12,600	1,875	14,475	13,590	885		CO
PD0405	GF	Server Upgrade for CAD/RMS	110-1700-541.4027	200,000	-	30,000	-	30,000	-	30,000	\$170,000 is funded by state grant	PP
		Subtotal Police		\$ 231,100	\$ 13,590	\$ 61,100	\$ 1,875	\$ 62,975	\$ 13,590	\$ 49,385		
		Total Police		\$ 413,133	\$ 182,715	\$ 141,100	\$ -	\$ 141,100	\$ 80,682	\$ 60,418		
Tax Assessor - FY 04 Projects												
TA0401	GF	Replace CAMA Software	110-1300-513.4027	\$ 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	110-1800-554.4031	250,000	250,000	250,000	-	250,000	250,000	-		CI
ST0406	GF	Concrete Program - FY 2004	110-1800-554.4031	30,000	21,431	30,000	-	30,000	21,431	8,569		CI
---	SSA	Street and Alley - FY 2004	318-9900-582.9108	500,000	1,180,764	500,000	-	500,000	1,180,764	(680,764)		CI
ST0232	SSA	Dover High School Ditch	318-9900-582.9108	260,139	239,014	189,275	-	189,275	168,150	21,125	Any amount over the project budget will be paid from the Street program	CI
		Total Streets		\$ 1,040,139	\$ 1,691,209	\$ 969,275	\$ -	\$ 969,275	\$ 1,620,345	\$ (651,070)		
Garrison Oak Tech Park												
WW0304	WWIE	Garrison Oak Pumping Station	319-4001-584.40-31	1,280,000	42,797	170,000	-	170,000	42,797	127,203	FY 2004 budget is grant funds 8/25/03 8C	C PD
		Total Garrison Oak Tech Park		\$ 1,280,000	\$ 42,797	\$ 170,000	\$ -	\$ 170,000	\$ 42,797	\$ 127,203		
		Grand total		\$ 9,548,324	\$ 2,833,771	\$ 2,019,953	\$ 120,412	\$ 2,140,365	\$ 2,015,621	\$ 124,744		
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 - Electric Fund
As of May 31, 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	431,057	847,298	(233,821)	613,477	431,057	182,420		CI
EE0410	EIE	Walker Road Electrical Improvements	7/1/2003	358,252	234,210	358,252	(17,878)	340,374	234,210	106,164		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	826,886	1,398,550	-	1,398,550	778,108	620,442		
		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	253,819	214,000	-	214,000	42,511	171,489		CI
		Subtotal Distribution - FY 04 Projects		\$ 214,000	\$ 253,819	\$ 214,000	\$ -	\$ 214,000	\$ 42,511	\$ 171,489		
		Total Distribution		\$ 437,960	\$ 472,713	\$ 224,000	\$ -	\$ 224,000	\$ 48,807	\$ 175,193		
		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 , U 4/8/03-3 & 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 , U 4/8/03-3 & C3/22/04-12A & B	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	7,520,904	9,300,000	-	9,300,000	7,109,961	2,190,039	U 5/19/03-5A, U5/19/03-5B, 11/24/03-6A & 5/24/04 - 4	C CI
		Subtotal Transmission - Prior year's projects		\$ 9,600,000	\$ 7,520,904	\$ 9,300,000	\$ -	\$ 9,300,000	\$ 7,109,961	\$ 2,190,039		
		Transmission - FY 04 Projects										
ET0401	EIE	Portable Thumper, Hi-Pot Sectionalizer	7/1/2003	25,000	17,500	25,000	(7,500)	17,500	17,500	-		CO
		Subtotal Transmission - FY 04 Projects		\$ 25,000	\$ 17,500	\$ 25,000	\$ (7,500)	\$ 17,500	\$ 17,500	\$ -		
		Total Transmission		\$ 9,625,000	\$ 7,538,404	\$ 9,325,000	\$ (7,500)	\$ 9,317,500	\$ 7,127,461	\$ 2,190,039		
		Total Electric		\$ 16,406,161	\$ 9,542,858	\$ 11,692,550	\$ (7,500)	\$ 11,685,050	\$ 7,966,254	\$ 3,718,796		

CITY OF DOVER
Capital Improvement Project Analysis - Water/Wastewater Fund
As of May 31, 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	14,775	15,000	-	15,000	14,775	225		CO
		Subtotal Construction		15,000	14,775	15,000	-	15,000	14,775	225		
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	36,953	250,000	-	250,000	36,953	213,047	U 6/23/03 - 2 & U 3/9/04-3	PD
WW0404	WWIE	Walker Road Sewer Diversion	3/23/2004	20,000	5,400	-	20,000	20,000	5,400	14,600	U 3/9/04-3	CI
		Subtotal Sanitary Sewer - Prior year's projects		\$ 1,920,000	\$ 202,734	\$ 1,875,000	\$ 12,000	\$ 1,887,000	\$ 184,835	\$ 1,687,565		
Sanitary Sewer - FY 04 Projects												
WS0402	WWIE	Meter Reading Tech Upgrade - 04	Annual	25,000	25,457	25,000	-	25,000	25,457	(457)	L & F 11/12/02	CO
		Subtotal Sanitary Sewer - FY 04 Projects		25,000	25,457	25,000	-	25,000	25,457	(457)		
		Total Sanitary Sewer		1,945,000	228,191	1,900,000	12,000	1,912,000	210,292	1,687,108		
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	13,693	600,000	-	600,000	1,660	598,340		PD
		Subtotal Water Distribution - Prior year's projects		\$ 690,000	\$ 57,793	\$ 600,000	\$ 5,000	\$ 605,000	\$ 5,957	\$ 599,043		
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	95,861	200,000	-	200,000	95,861	104,139		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	95,961	350,000	(17,000)	333,000	95,961	237,039		
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	25,457	25,000	-	25,000	25,457	(457)	L & F 11/12/02	CO
WS0403	WWIE	Elevated Water Storage Tank Management Services	Annual	84,565	63,424	84,565	-	84,565	63,424	21,141		CI
WS0404	WWIE	Wellhead Redevelopment Program	Annual	74,500	81,780	74,500	27,568	102,068	81,780	20,288	C 9/22/03-12B & C 4/12/04-7	CI
		Subtotal Water Supply - FY 04 Projects		284,065	170,661	284,065	27,568	311,633	170,661	140,972		
		Total Water		1,514,065	537,908	1,234,065	36,863	1,270,928	293,874	977,054		
		Total Public Works		\$ 3,474,065	\$ 780,874	\$ 3,149,065	\$ 48,863	\$ 3,197,928	\$ 518,941	\$ 2,664,387		

CITY OF DOVER											
Vehicle Replacement Analysis											
As of May 31, 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	I	25,340.00	-	-	22,918.64	2,421.36	
	110	2004 Crown Victoria	218	1998 Ford Crown Victoria	I	25,340.00	-	-	22,918.64	2,421.36	
	110	2004 Crown Victoria	258	1998 Ford Crown Victoria	I	25,340.00	-	-	22,918.64	2,421.36	
	110	2004 Crown Victoria	259	1998 Ford Crown Victoria	I	25,340.00	-	-	22,918.64	2,421.36	
	110	2004 Crown Victoria	260	1998 Ford Crown Victoria	I	25,340.00	-	-	22,918.64	2,421.36	
	110	2004 Crown Victoria	276	1996 Ford Crown Victoria	I	25,340.00	-	-	22,918.64	2,421.36	
	110	2004 Crown Victoria	278	1996 Ford Crown Victoria	I	25,340.00	-	-	22,918.64	2,421.36	
Total Police Vehicles						177,380.00	-	-	160,430.48	16,949.52	
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	-	-	550,703.16	18,242.84	
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	10,431.62	0.38	
Subtotal Water						-	10,432.00	10,432.00	10,431.62	0.38	
Sanitary Sewer											
	417	High Pressure Pump	---	N/A	I	-	10,513.00	10,513.00	10,431.62	81.38	
Subtotal Sanitary						-	10,513.00	10,513.00	10,431.62	81.38	
Total Water/Wastewater Fund						55,000.00	20,945.00	20,945.00	58,595.24	17,349.76	
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											