

City of Alexandria, Virginia

MEMORANDUM

DATE: OCTOBER 2, 2013

TO: MEMBERS OF THE TRANSPORTATION COMMISSION

FROM: JOEL MARCUSON, P.E. DEPUTY DIRECTOR, T&ES

SUBJECT: AGENDA ITEM #3 - DEPARTMENT OF PROJECT IMPLEMENTATION

ISSUE: Overview of the new Department of Project Implementation (DPI).

RECOMMENDATION: No action is required; information only.

DISCUSSION: On July 30, 2013, the City Manager announced the creation of the Department of Project Implementation (see attachment). The new department is being created to implement City infrastructure capital projects and to coordinate the planning and implementation of certain complex, multi-departmental projects such as those in the Waterfront Plan. The goal of the department is to shorten the delivery timetable of these projects and improve the overall process for project implementation.

This new department will largely originate from Engineering and Construction Management staff within the department of Transportation & Environmental Services, with some staff originating from Planning & Zoning.

The creation of DPI will enable staff to better focus on managing the growing portfolio of complex capital projects, many of them associated with special transportation revenue. T&ES will continue to focus on transportation planning and preliminary engineering. Once projects have been identified, funded and a design alternative has been selected, the projects will be handed to DPI for final engineering and construction. DPI staff will work closely with T&ES staff and will continue to keep the Transportation Commission informed of the status of projects once they have taken the lead role for implementation.

Emily Baker, currently the City Engineer and a T&ES Deputy Director, has been appointed the new Director of DPI. Emily has more than 20 years of design and engineering experience, including 13 with the City.

Attachment: Memo to City Council regarding DPI