

Engineering Department Presentation

Hudson City Council

August 13, 2013

Background Material

1. Description of Department:

a. Duties and responsibilities:

1. To coordinate and provide professional engineering design/support for the planning and implementation of capital improvements and maintenance projects within the City. (I.e. storm, water, sanitary, sediment, roadway, surveying and traffic engineering). Continue the review of private development projects within the City of Hudson.
2. To manage and administer construction contracts within the time schedule, budget and minimize impacts to the public.

b. Program and services offered:

1. The Engineering Department performs grant and loan writing for roadway and utility improvements within the City, including applications to State and Federal agencies. (I.e. ODOT, AMATS, TRAC, OEPA, OPWC, etc.)

c. Objectives:

1. To manage capital improvement and maintenance projects as efficiently and effectively as possible utilizing new proven technologies.
2. We will continue to reduce the reliance on outside consultants by performing construction inspection, design review tasks, surveying and engineering with our staff for the smaller cost projects.

d. Staffing:

1. The department has nine (9) full-time employees and 2 part-time college interns (15 hours/week):
 - One (1) City Engineer.
 - Two (2) Project Engineers (One -Transportation and Traffic. One – Utilities).
 - Two (2) clerical staff members. (Project contracts and submittals, pay requests, invoicing, budgets for annual capital projects).
 - Four (4) Construction Inspection staff members for Public and Private construction projects.

e. **Performance statistics:** Over the past 5 years our staff has reduced the reliance on outside construction management services and outside engineering firms that review private developments and commercial site plans in the City. The Engineering Staff performs all site plan and lot-split reviews and our plan is to be able to review all future subdivisions in the coming years. The private construction management and inspection has been reduced from approximately \$300,000 (2008) to an estimated \$75,000 (2013). By utilizing the department staff on these aspects, our department has seen an increase in customer service and an increase in collaboration between our department and other departments in the City and the region.

2. **SWOT Analysis:** (See attached Engineering SWOT Analysis).

a. **Strengths:**

1. Our staff is our number one strength.
2. The team effort we put into every capital project.
3. The efficient planning of capital projects.
4. Customer service and our ability to manage construction projects to the smallest detail.

b. **Weakness:**

1. The breadth and depth of the Engineering Staff could be improved in the area of sanitary treatment, electrical and computer design. This will be corrected over time with an increase in training of the staff.
2. Customer service can always be improved with new technologies to communicate to the public more efficiently.

c. **Opportunities:**

1. Utilizing new advances in technology to improve the communication of our construction projects with our residents and commuters within the City of Hudson.
2. New advances in utility improvements without performing the typical 'open trench' method of construction will benefit the City with reduced costs of construction and restoration.

d. **Threats:**

1. The reduction of Federal and State funding as it affects the rehabilitation of our aging infrastructure is the largest threat every community faces. Recently, the American Society of Civil Engineers gave the nation's infrastructure a rating of "D" and the funding of

these improvements are vital to our region's economy and growth in the world markets.

(<http://www.infrastructurereportcard.org>)