

FERDINAND C. IHENACHO, P.E., PTOE.
Director



VINCENT A. CIANCI, JR.
Mayor

Department of Public Works

"Building Pride in Providence"

March 5, 2002

Michael Clement, City Clerk
City Hall
Providence, RI

RE: Public Works Department Annual Report

Dear Mr. Clement:

Attached for use and reference is the 2001 Annual Report of activities for the Public Works Department.

Please present this to the City Council, at your earliest convenience.

Thank you.

Very truly yours,

A handwritten signature in black ink, appearing to read "F. C. Ihenacho", written over a grid of lines.

Ferdinand C. Ihenacho, P.E.
Director

FCI:cs

cc: Patricia McLaughlin
Alex Prignano

IN CITY COUNCIL
MAR 21 2002

READ
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED.

A handwritten signature in black ink, appearing to read "Vincent A. Cianci, Jr.", written over a grid of lines.

FILED

MAR 6 5 00 PM '02

DEPT. OF JUSTICE
PROVIDENCE, R.I.

Vincent A. Cianci, Jr.
Mayor

Ferdinand C. Ihenacho, P.E, PTOE
Director

DEPARTMENT OF PUBLIC WORKS
"Building Pride in Providence"



February 2002

ANNUAL REPORT

YEAR ENDING DECEMBER 31, 2001

2001 ANNUAL REPORT

February 2002

OFFICE OF THE DEPARTMENT OF PUBLIC WORKS
700 ALLENS AVENUE, PROVIDENCE, RI 02905

HONORABLE CITY COUNCIL MEMBERS:

In compliance with the requirements of Chapter 1201, Section (e) of the Home Rule Charter, the Public works Director respectfully presents this annualized report of activities by the various divisions under his direction and control for the calendar year ending December 31, 2001. Attached is the Organizational Chart for the Department, EXHIBIT 1.

PUBLIC WORKS ADMINISTRATION

DIVISION SUMMARY

The Department of Public Works, Administration Division is responsible for payrolls, controls and processing of all major billings (snow vendors, sanitation contract, street sweeping, state landfill). Permits and licenses related to the department, such as dumpsters, trash haulers and utility are also issued. Responsibility for developing all bid packages/specifications for existing and new services and products for all the divisions. Responsible for Environmental Court Adjudication.

The Division also sells recycling bins, places environmental liens on vacant lots, and issues licenses to place table and chairs on the public right-of-way.

The Division sets policies in the long and short term, provides human resources and operates the central switchboard for all calls of the divisions.

DIVISION FY2001 BUDGET:

	<u>Budget (\$)</u>	<u>Expenditures (\$)</u>
Salaries – Full Time Employees (10)	483,120	370,779
Salaries – Temporary	-0-	17,654
Overtime	1,000	5,295
Miscellaneous/Other	50,312	*159,329
	<u>\$534,432</u>	<u>\$553,057</u>

*Includes sick leave, vacation, holiday & longevity pay (\$138,551)

DIVISION ORGANIZATIONAL STRUCTURE: See Attached EXHIBIT 2

ACTIVITY/REVENUE:

	<u>Activity</u>	<u>Revenue (\$)</u>
• Dumpster Permits Issued	137	7,490.00
• Tables & Chairs Licenses Issued	14	1,400.00
• Trash Haulers Licenses Issued	62	3,100.00
• Sewer Permits issued	193	9,575.00
• Permits Billed		23,820.00
• Permits Paid in Advance		9,180.00
• Physical Alteration Permits	34	3,500.00
• Recycling Bins sold	526	2,630.00
• Copies of plans made for the Public	1,333	1,333.00
• Witness Fees	4	53.00
• Small Tools Account		2,955.38
• Billed Lots, sent out	43	78,418.92
• Liens Placed, sent out	19	41,420.22
• Vacant Lot Account (Liens, Fines, etc. outstanding on vacant lots for prior years.		2,675.93
• Switchboard Operation – Outgoing calls	6,846	
• Switchboard Operation – Incoming calls	31,675	
• Switchboard Operation – Snow calls	1,066	
• Environmental Conferences	1,205	19,235.00
• Trials	1,012	33,235.00
• Tickets Dismissed @Trials	225	
• Capias's Issued	312	
• Resolved Capias's	115	

PUBLIC WORKS ENGINEERING

DIVISION SUMMARY

The Engineering Division is responsible for reviewing all site plans for new development within the city. All building starts are reviewed for proper roadway and sidewalk grade and construction, drainage, curbing, and sewage and other related impacts to the transportation infrastructure and the environment. Claims involving the right-of-way and sewer claims, and icy road conditions are investigated. The Division operates the Fox Point Hurricane Barrier under the direction of the U.S. Army Corps of Engineers. It also maintains and updates City engineering record plans.

The Division issues permits for the installation/repair of all underground utilities within the roadway and Drainlayer licenses to contractors who are qualified to excavate within the roadway. This Division plans, designs, schedules and prepares contracts for the reconstruction of sidewalks, roadways and bridges. Sometimes, it uses engineering firms to supplement its staff in this effort and the inspection of construction activities. This Division maintains the official record plans of the City owned roadways and sewers. As the custodian of this record, this Division reviews all State and Federal roadway plans and improvements and all roadway abandonments. Maintains survey layout of lots at the North Burial Ground, and attends various meetings to on-going and future projects planned within the City.

DIVISION FY2001 BUDGET:

	<u>Budget (\$)</u>	<u>Expenditures (\$)</u>
Salaries – Full Time Employees (6)	267,856	197,978
Salaries – Temporary	-0-	-0-
Overtime	9,000	8,084
Miscellaneous/Other	14,200	*51,174
	\$291,056	\$257,236

*Includes sick leave, vacation, holiday & longevity pay (\$50,704)

DIVISION ORGANIZATIONAL STRUCTURE: See Attached EXHIBIT 3

ACTIVITY/REVENUE:

	<u>Activity</u>	<u>Revenue (\$)</u>
• Utility Permits (Gas, Water, Electric, Telephone, Fiber)	1,674	72,200.00
• Sewer Permits (Residential, Storm, Commercial)	129	7,025.00
• Curb Cut Permits (Residential, Commercial)	34	3,850.00
• Drainlayers Licenses Issued	24	240
• Claims investigated	187	
• CO's reviewed	143	

• Fuel Permits issued	6	
• Blasting Permits issued	1	
• Hurricane Barrier Tests/events	6	
• Street Abandonments	17	56,700.00
• Easements	20	4,862.00
• Patch Inspections, 5-Year Ordinance (1997) (Electric, Gas, Water, Telephone, Misc. & Sewer)	1,927	
• Complaint Patch Inspections (Water, Gas, Telephone, Electric, Misc.)	88	
• Record Plans Modified due to new Construction	51	

PUBLIC WORKS ENVIRONMENTAL CONTROL

DIVISION SUMMARY

The Environmental Control Division is responsible for the administration of two private contracts: sanitation and street sweeping. The sanitation contract resulted in nearly 68,140 tons of residential garbage being collected and disposed of at the state landfill and 7,442 tons of recyclables. Street sweeping was performed nightly from mid-April through mid-December at an approximate cost of \$370,000 per year. In year 2001 street sweeping debris approximated 3,968 tons.

The Division was responsible for overseeing the City's Drop and Dump Center. Privately owned vacant lots are cleaned by the City when the owner refuses. In those instances the City issues a lien on the property and must be paid for cleaning the lot before the property can be transferred or sold.

The Division's Enforcement Section has a team of inspectors who patrol the City to issue environmental violations and who handle court testimony of the violations at the Municipal Court.

DIVISION FY2001 BUDGET:

	<u>Budget (\$)</u>	<u>Expenditures (\$)</u>
Salaries – Full Time Employees (25)	788,518	517,074
Salaries – Temporary	-0-	68,767
Overtime	106,000	132,357
Refuse Collection	1,750,957	2,569,264
Recycling Collection	540,000	937,426
Refuse Disposal	2,411,640	2,159,738
Private Contractors	23,000	10,915
Street Sweeping	440,000	325,496
Miscellaneous/Other	84,000	*221,060
TOTAL	\$6,144,115	\$6,942,097

*Includes sick leave, vacation, holiday & longevity pay (\$162,595)

DIVISION ORGANIZATIONAL STRUCTURE: See Attached EXHIBIT 4

ACTIVITY/COST:

	<u>Activity</u>	<u>Cost (\$)</u>
• Street sweeping tonnage	3,967.97	360,253.99
• Drop & Dump Center tonnage	4,370.35	
• Residential recycling tonnage	7,438.925	1,172,568.00
• Residential garbage tonnage	68,138.56	2,686,800.00

• Lots cleaned – City owned	65	
• Lots cleaned – Private	50	
• Sidewalks cleaned & sprayed	17 miles	
• City Council pick-ups	90	
• Citywide general pick-ups	550	
• City Hall pick-ups	100	
• Pick-ups tonnage	265.68	
• Environmental (Citizens) complaints	6,000	
• City Council complaints	220	
• Mayor's Office complaints	107	
• Warning Letters issued	3,664	
• Tickets issued	1,961	\$65,360
• Tickets withdrawn	655	

• Environmental Violations:		
Improper Storage violations	110	1,945.00
Trash Hauling w/o license	1	50.00
Dumpster w/o permit	50	1,520.00
Littering violation	986	25,745.00
Illegal dumping>1 Cu. Yd.	668	34,775.00
Illegal dumping<5 Cu. Yd.	11	400.00
Rats	135	925.00
TOTAL TICKETS	1961	\$65,360.00

• Garbage Tonnage:	
Commercial	16.86
Municipal	62,583.12
Municipal Overcap	5,464.34
Leaf/Yard Waste	91.10
Tires	162.31
Catch Basin Cleanings	1,870.02
SubTotal	70,187.75

• Recycling Tonnage:	
Christmas Trees	3.05
Street Sweeping Tailings	3,967.97
Earth Day Cleanups	75.30
Municipal Max. Paper	3,099.30
Municipal Max. Mixed	4,339.625
SubTotal	11,485.245

Total Waste = 81,672.995 tons

- Recycling Rate Citywide 14%

PUBLIC WORKS HIGHWAY

DIVISION SUMMARY

The Highway Division maintains 370 miles of City-owned roads and nearly twice that amount of City sidewalks. The Division is responsible for snow operations (sanding, salting, and plowing). Other duties of the Division include painting, installing guardrails, handicapped curb cuts, small roadway resurfacing, pothole patching, curb settings, traffic island installations and drainage patches. Approximately 286 cubic yards of cement was poured for sidewalks and 1,052 tons of asphalt was used to repair City roadways in 2001.

The Division is also responsible for the closure of the Fox Point Hurricane Barrier street and sewer gates and responds to all emergency calls after normal working hours, weekends and holidays. Maintains (equipment/parts) stockroom.

The Division also utilizes private vendors for the plowing/sanding/removal of snow during intense snow events.

DIVISION FY2001 BUDGET:

	<u>Budget (\$)</u>	<u>Expenditures (\$)</u>
Salaries – Full Time Employees (44)	1,216,644	901,923
Salaries – Temporary	0	113,551
Overtime	50,000	97,697
Repairs to autos/trucks	80,000	103,027
Tires	44,000	29,242
Cement concrete	40,000	29,972
Asphalt	75,000	43,955
Structures & Improvements	1,300,000	520,178
Miscellaneous/Other	111,890	*357,328
TOTAL	\$2,917,534	\$2,196,695

*Includes sick leave, vacation, differential, holiday & longevity pay (\$302,738)

DIVISION ORGANIZATIONAL STRUCTURE: See Attached EXHIBIT 5

ACTIVITY/COST:

	<u>Activity</u>	<u>Cost (\$)</u>
• Sidewalks		
Cubic Yards of Concrete	285.75	34,241.00
Sidewalks constructed/repaired	91	
Sidewalk Licenses	65	6,500.00
Sidewalk Claims	13	

- | | | |
|--|--------|-----------|
| Roads | | |
| Cutouts (Avg. 10 x 10) | 171 | |
| Potholes | 15,748 | |
| Asphalt berms (Transfer Station, Stillwater Street, Rill Street, Brinkley Street, Freedom Road and Bowdoin Street) | 6 | |
| Trouble Calls | 1,246 | |
| Streets Paved (Falmouth Street) | 1 | |
| Guardrail repaired/installed | 5 | |
| Tippys maintained/emptied citywide | 422 | |
| Cold Patch Asphalt used (tons) | 108.75 | 3,806.25 |
| Hot Patch Asphalt used (tons) | 843.14 | 23,186.25 |

PUBLIC WORKS SNOW REMOVAL

DIVISION SUMMARY

The amount budgeted for the Division is used to pay for salt, sand, private vendors, overtime for City employees working outside of normal hours during storms, for equipment repairs in preparation for and during snow operations.

During intense snowstorm events and/or extended events, employees from other Departments such as Parks, Water Supply Board, Planning, etc. are utilized in addition to Public Works Department drivers and inspectors.

DIVISION FY2001 BUDGET:

	<u>Budget (\$)</u>	<u>Expenditures (\$)</u>
Salaries – Full Time Employees	0	5,887
Salaries – Temporary	0	
Snow Removal Overtime	225,000	554,267
Rental of Vendors	175,000	209,408
Maintenance Supplies	100,000	77,133
Sand & Salt	325,000	489,613
TOTAL	\$850,000	\$1,336,308

ACTIVITY/COST:

	<u>Activity</u>	<u>Cost (\$)</u>
• Snow/icing Events	18	
• Winter Sand Used (Tons)	8,296.03	58,818.88
• Winter Salt Used (Tons)	14,259.36	427,210.32
• Private Snow Vendors (various storms)		

PUBLIC WORKS SEWER CONSTRUCTION

DIVISION SUMMARY

The Sewer Division maintains 415 miles of City-owned storm, sanitary and combination sewer lines, 20,000 manholes, 4,000 inlets and 12,000 grates/catch basins. In 2001 approximately 4,400 catch basins were cleaned. Ensures that the maximum capacity of the sewer is available for use by the residents and street runoff especially during wet weather events.

DIVISION FY2001 BUDGET:

	<u>Budget (\$)</u>	<u>Expenditures (\$)</u>
Salaries – Full Time Employees (9)	308,418	219,745
Salaries – Temporary	66,954	30,194
Overtime	30,000	29,630
Constr. Maint. Supplies & Castings	22,000	19,391
Sand, Stone, Pipes, Cement	6,000	4,193
Miscellaneous/Other	33,500	*100,572
	\$466,872	\$403,725

*Includes sick leave, vacation, holiday & longevity pay (\$94,870)

DIVISION ORGANIZATIONAL STRUCTURE: See Attached EXHIBIT 6

ACTIVITY/REVENUE:

	<u>Activity</u>	<u>Revenue (\$)</u>
• Catch Basins cleaned	4,400	
• Chutes cleaned	160	
• Sewer Traps cleaned	151	
• Mainline sections flushed & cleaned	57	
• Dye tests performed	34	
• Complaints received	605	
• River grates cleaned before and after storms	8	
• Inlet Stones repaired	66	
• Catch basin frames & covers repaired	40	
• Grates & frames repaired	23	
• Chutes repaired	30	
• Sewer locations repaired	43	
• Sewers baited for rodents	177	

PUBLIC WORKS GARAGE MAINTENANCE

DIVISION SUMMARY

This Division is responsible for the entire department's rolling stock of vehicles and equipment. Performs routine maintenance and repair of all vehicles, sanding/plowing equipment, backhoes, loaders, compressors and other miscellaneous equipment.

The Division is also responsible for:

- Specification of vehicles and equipment for Public Works and citywide.
- Register City vehicles (except Police and Fire Departments)
- Repair and service DPW equipment and vehicles
- Repair and service vehicles from Mayor's Office, Recreation Dept., Building Inspection, City Sargent, Public Property, Law Dept., and Traffic Engineering.
- Write requisitions for parts, equipment and services for Roller Shed, welder, stockroom and various Departments.
- All phases of welding and fabricating for DPW and citywide
- State inspection of vehicles and equipment.

DIVISION FY2001 BUDGET:

	<u>Budget (\$)</u>	<u>Expenditures (\$)</u>
Salaries – Full Time Employees (9)	371,096	295,560
Salaries – Temporary	-0-	-0-
Overtime	9,000	7,636
Longevity	20,000	21,238
Miscellaneous/Other	6,500	*70,935
	\$393,596	\$395,369

*Includes sick leave, vacation, and holiday (\$70,935)

DIVISION ORGANIZATIONAL STRUCTURE: See Attached EXHIBIT 7

ACTIVITY/COSTS:

	<u>Activity</u>
• Sedans	39
• Utility vehicles	5
• Pickup trucks	10
• Crew Cab trucks	8
• 6-Wheel Dump – 1 Ton (Landscapers)	8
• 6-Wheel Dump – (Internationals)	7
• Welding/Service Trucks	3
• 10-Wheel Mack Trucks	6

• Mini Pup Packer (2) & Packer	3
• 6-Wheel Mack Sanders	5
• 6-Wheel Brigadier	5
• Vans	10
• Backhoes	2
• 6-Wheel Sewer Diggers	3
• Front-end Loader	2
• Street Sweeper (3 Elgin & 1 Tennant)	4
• Trailers	10
• Forklifts and Fork trucks	4
• Chevy Dump trucks & GMC Stake	3
• Flusher trucks	2
• Portable Compressors	5
• Bobcat Loaders	2
• Power Washer	4
• Miscellaneous jackhammers, rollers, dozer & crane	

PUBLIC WORKS BRIDGE MAINTENANCE

DIVISION SUMMARY

The Bridge Division is responsible for the maintenance of the City owned bridges. Responsibilities include the replacement of rotted and deteriorated wooden stringers, asphalt patching, fence and guardrail installations, and painting. Major repairs are contracted to private vendors. This Division is responsible for the maintenance of 56 Bridges citywide.

DIVISION FY2001 BUDGET:

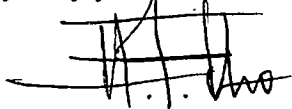
	<u>Budget (\$)</u>	<u>Expenditures (\$)</u>
Salaries – Full Time Employees (4)	138,175	112,550
Salaries – Temporary	-0-	-0-
Overtime	2,000	2,522
Longevity	10,000	10,359
Lumber	4,000	1,1637
Miscellaneous/Other	500	\$28,296
	<u>\$154,675</u>	<u>\$155,364</u>

*Includes sick leave, vacation, and holiday pay (\$27,291)

DIVISION ORGANIZATIONAL STRUCTURE: See Attached EXHIBIT 8

Should any questions arise, regarding this report, please feel free to contact me and thank you for the opportunity to present this report to this honorable body.

Very truly yours,

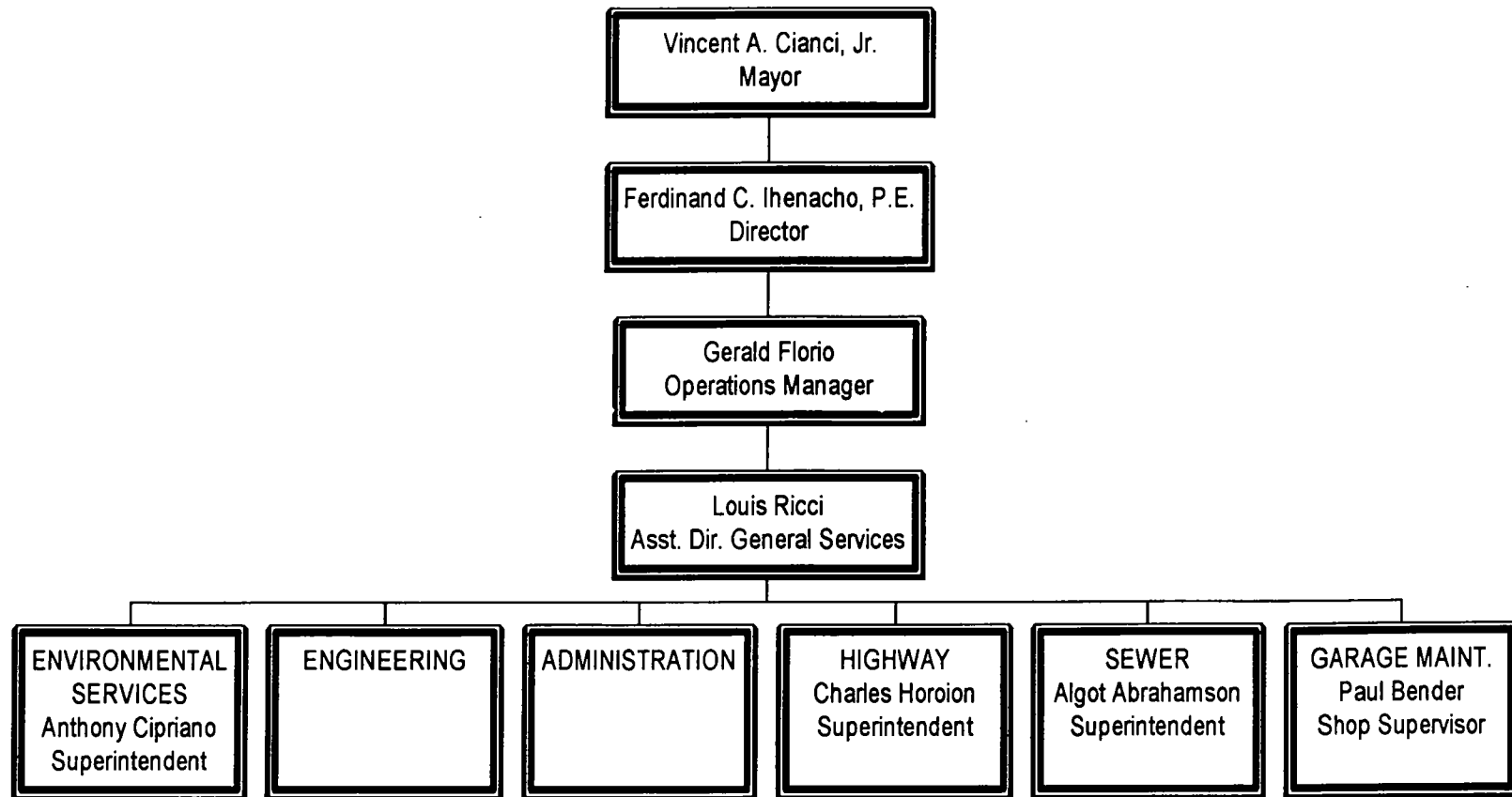


Ferdinand C. Ihenacho, P.E.
Director

FCI:cs

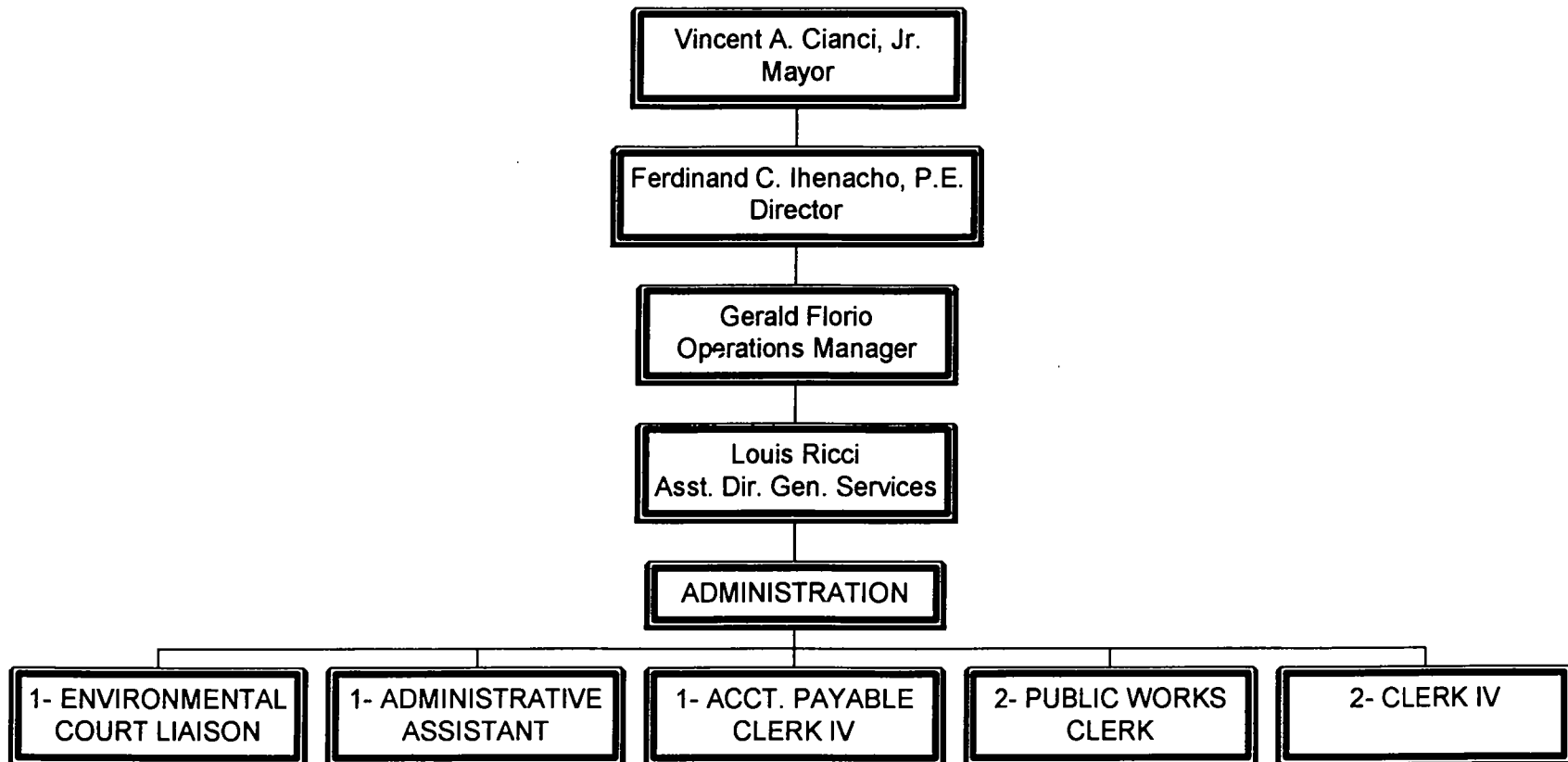
cc: Mayor Vincent A. Cianci, Jr.

CITY OF PROVIDENCE PUBLIC WORKS ORGANIZATIONAL CHART



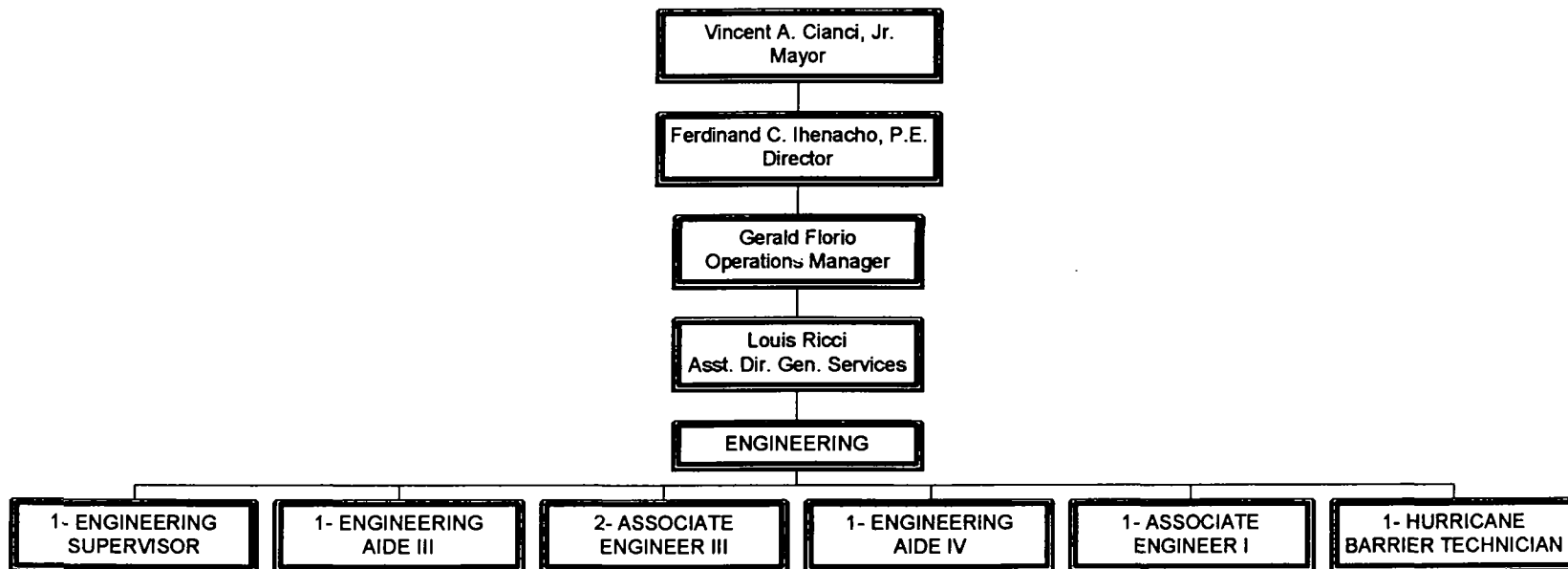
YEAR 2001

**CITY OF PROVIDENCE
DEPARTMENT OF PUBLIC WORKS
ADMINISTRATION DIVISION**



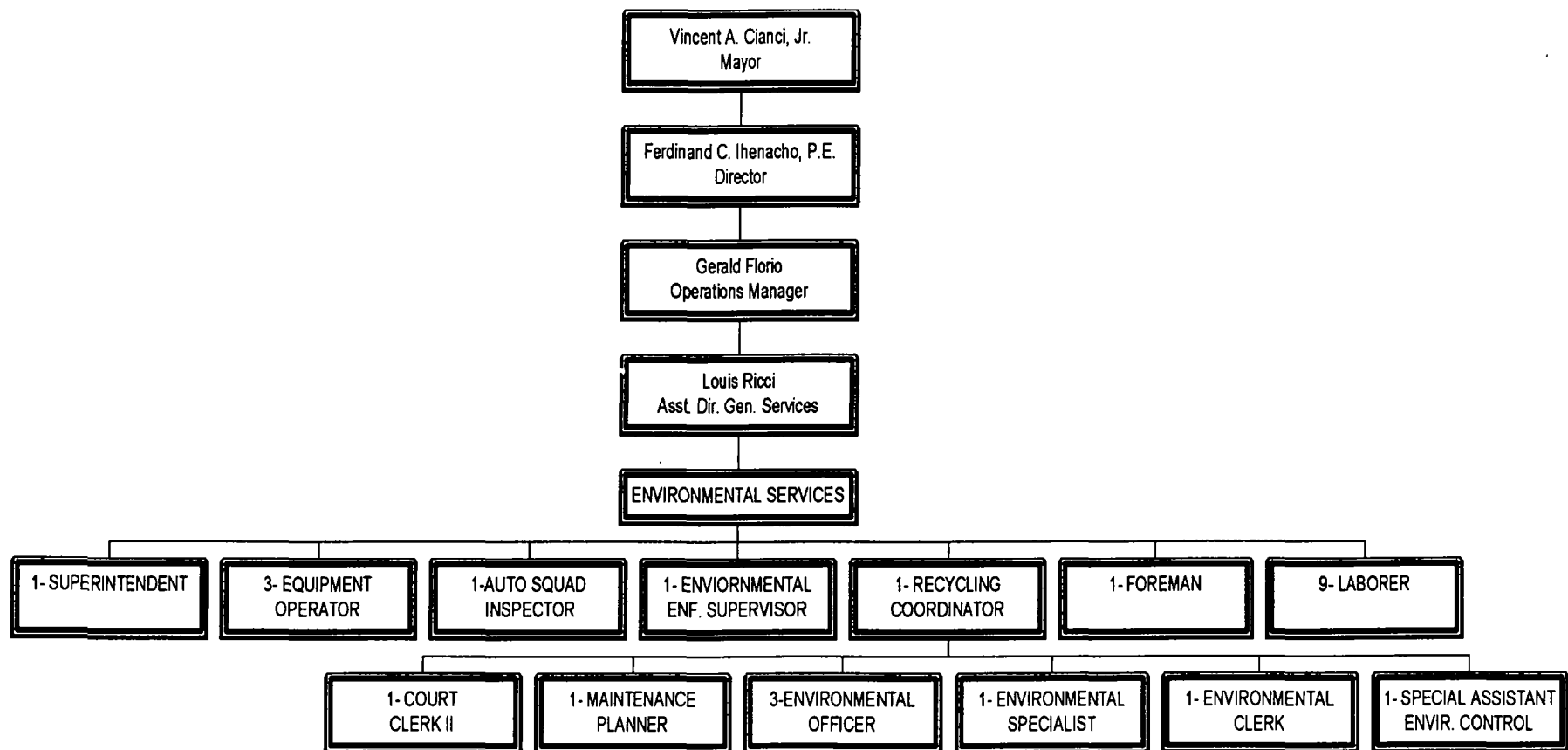
YEAR 2001

**CITY OF PROVIDENCE
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION**



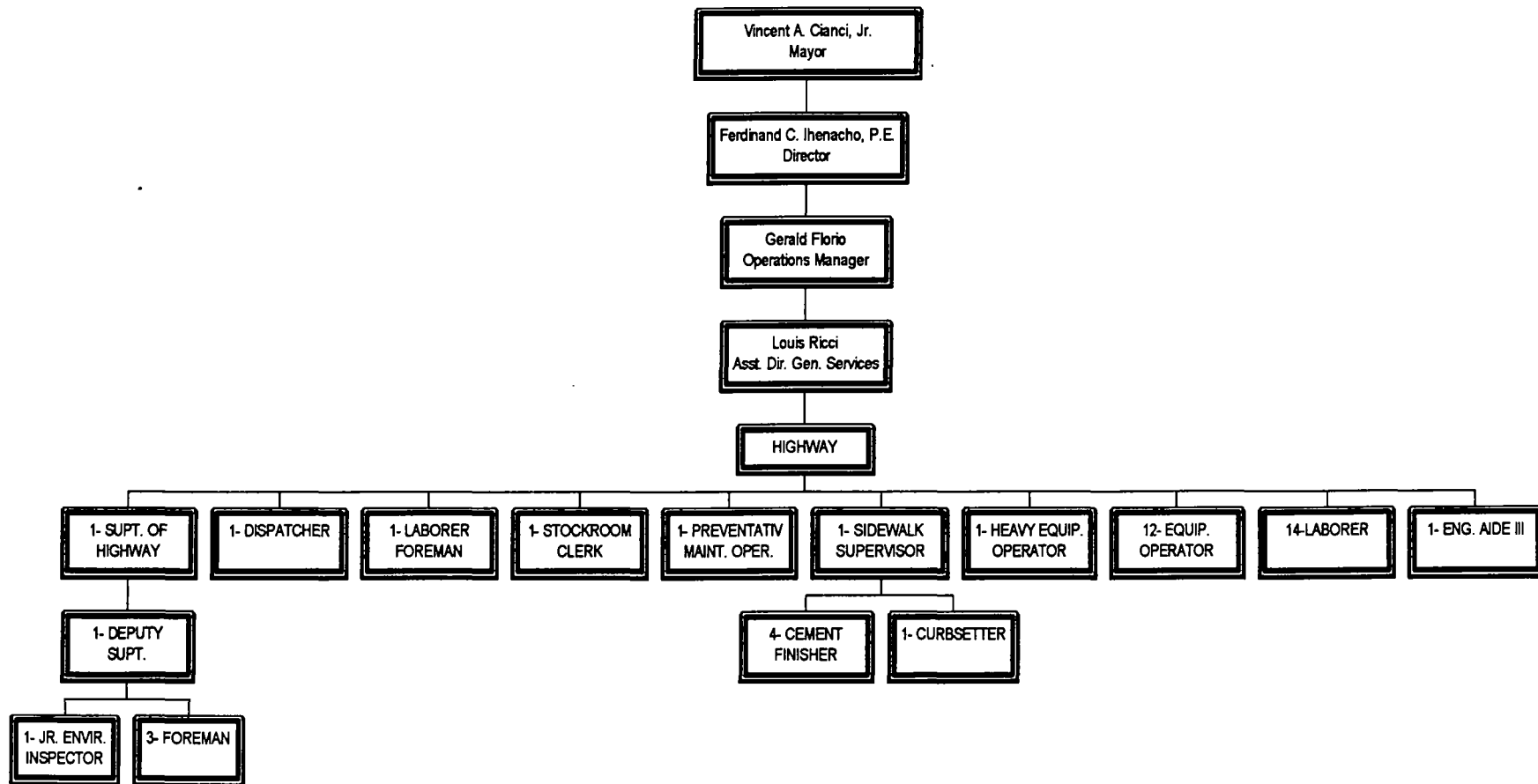
YEAR 2001

CITY OF PROVIDENCE
DEPARTMENT OF PUBLIC WORKS
ENVIRONMENTAL SERVICES DIVISION



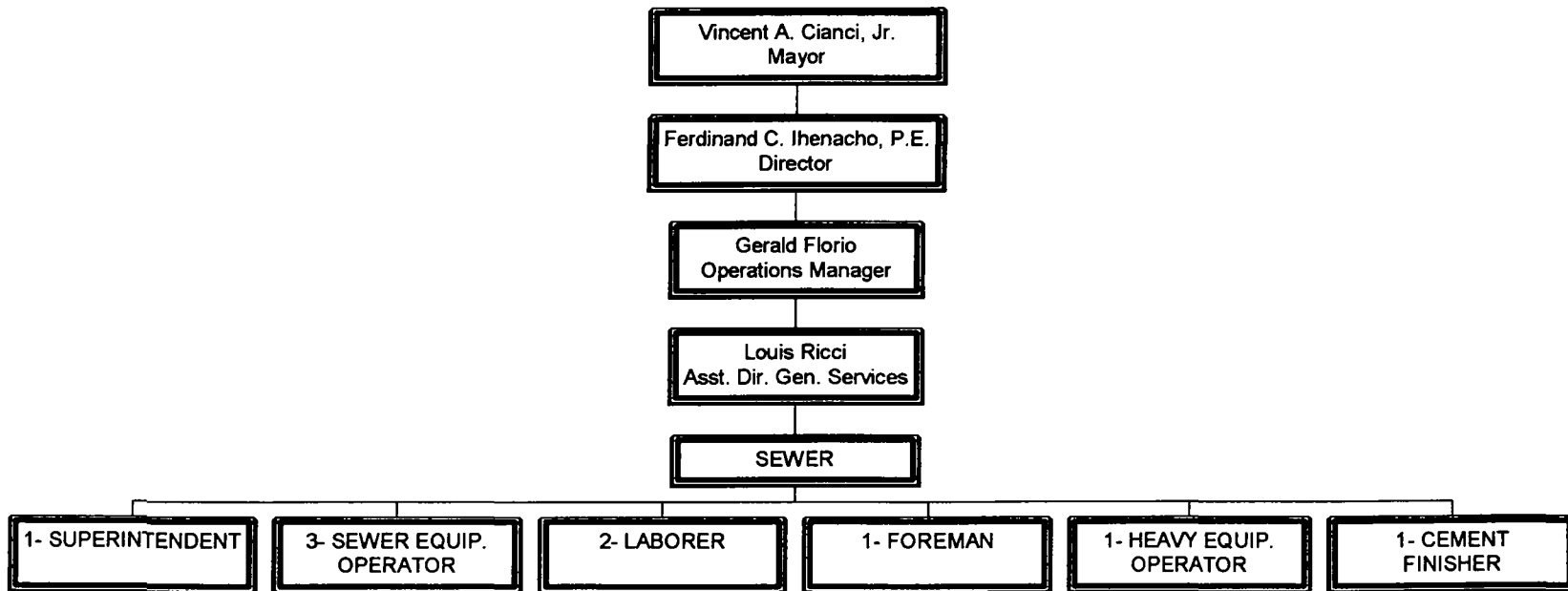
YEAR 2001

**CITY OF PROVIDENCE
DEPARTMENT OF PUBLIC WORKS
HIGHWAY SERVICES DIVISION**



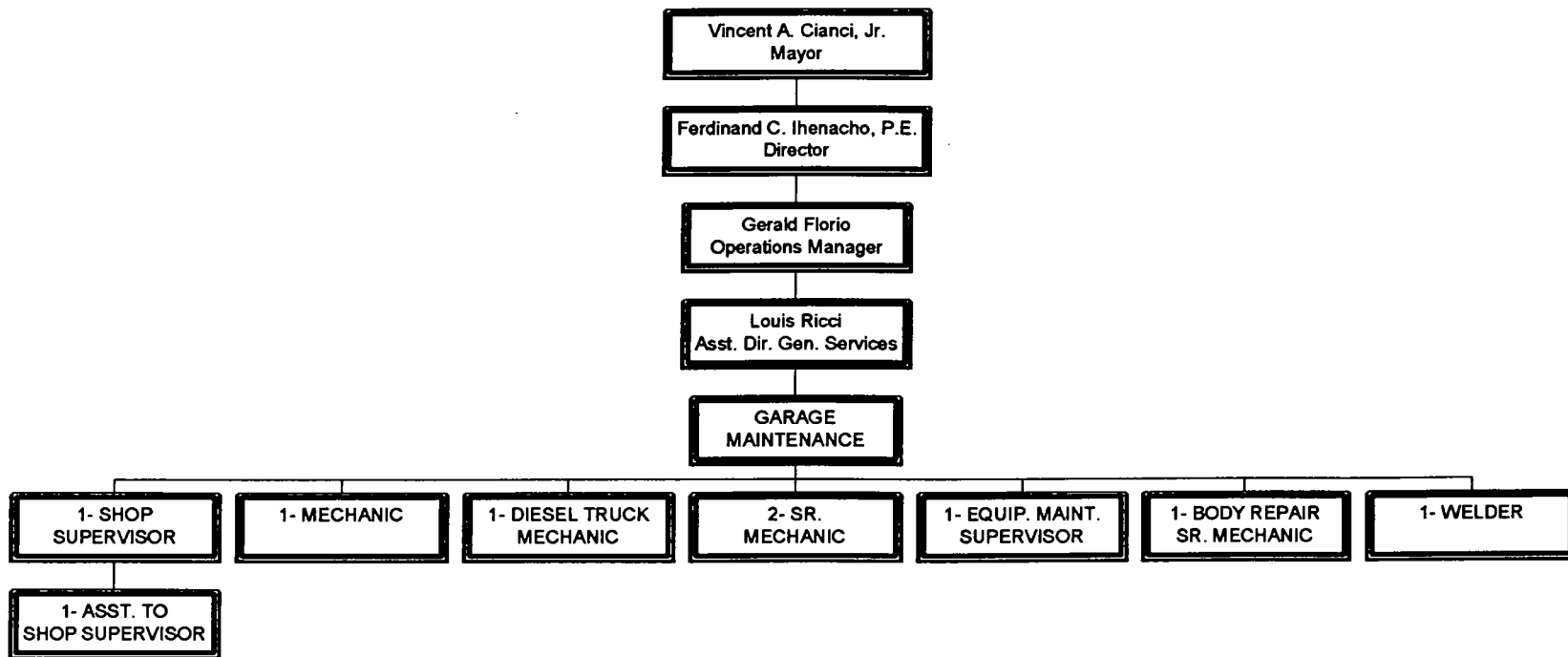
YEAR 2001

**CITY OF PROVIDENCE
DEPARTMENT OF PUBLIC WORKS
SEWER DIVISION**



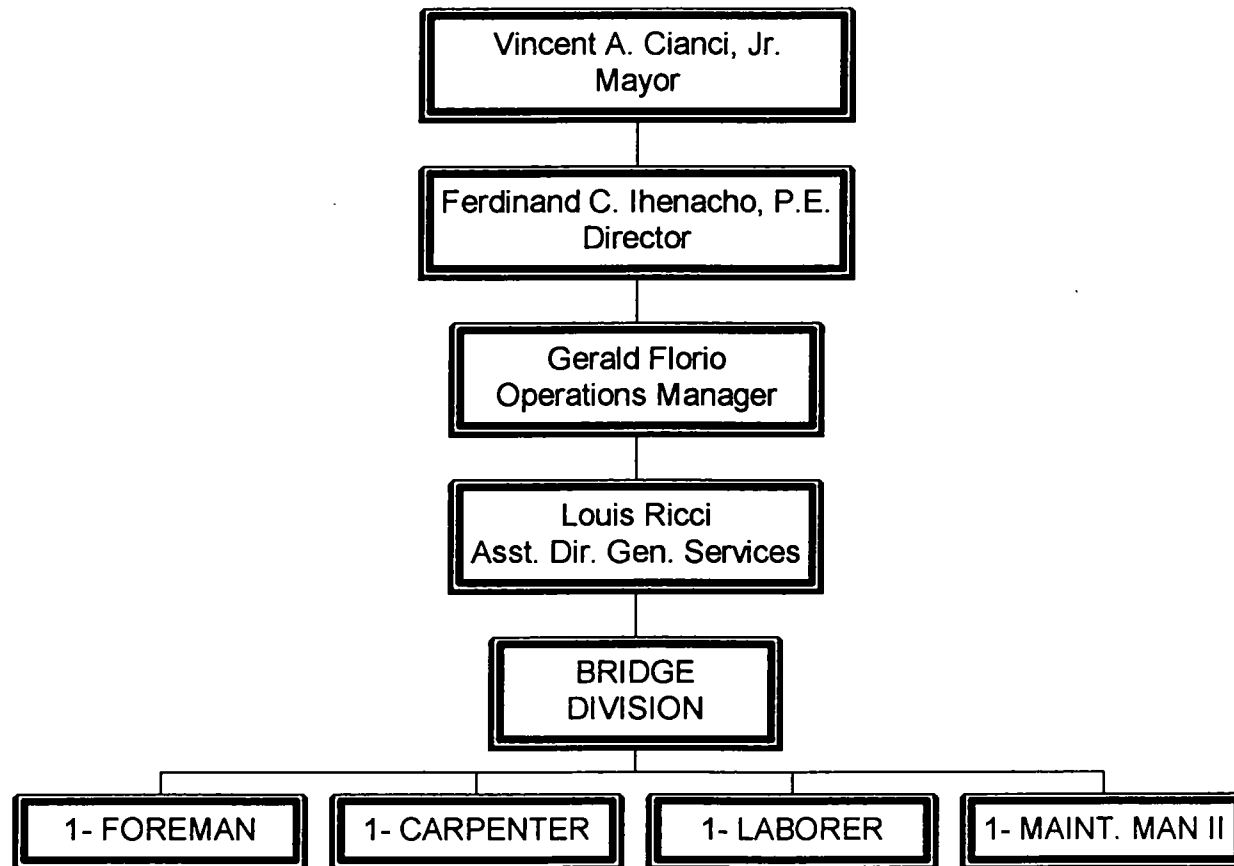
YEAR 2001

**CITY OF PROVIDENCE
DEPARTMENT OF PUBLIC WORKS
GARAGE MAINTENANCE DIVISION**



YEAR 2001

**CITY OF PROVIDENCE
DEPARTMENT OF PUBLIC WORKS
BRIDGE DIVISION**



YEAR 2001