

ADA Component	CIP No.	Project Name	Project Category	Project Budget ¹	Project Manager	Conceptual Planning	Preliminary Design	Final Engineering Design	Project Approvals/Bidding	Construction	Closeout	Project Initiation Date	Estimated Project Completion Date ²	Current Project Status	Project Description
ACTIVE PROJECTS															
X	105	Annual Street Improvements	SH	\$ 3,580,665	Briana Aube					X		04/24	07/25	Combined with CIP 695. All concrete work has been completed. Pier Ave. and Valley Dr. striping work is complete and overall project is approximately 95% complete. Anticipated completion July 2025 (5 months ahead of schedule). Project advertised on 12/12/24 (4 months ahead of schedule), bid opening on 01/15/25. Construction contract awarded by Council on February 25, 2025. Contract is fully executed. Pre-construction meeting was on March 19, 2025. NTP and start of construction April 7, 2025.	This project provides for pavement rehabilitation of various streets throughout the city. The project will also repair/replace deteriorated portions of sidewalk, curb and gutter, and curb ramps. This work will be performed following the sewer and storm drain repairs identified in the Sewer and Drainage Master Plans. This project is combined with CIP 695 Parking Lot A Improvements.
	109	Utility Box Wrappings	SH	\$ 36,227	Karla Vargas					X		07/21	10/25	Art has been designed and installed on 16 of the 24 utility boxes. One additional box is currently in the process of being wrapped by the Public Works maintenance team. Designs have been finalized for 4 of the remaining 8 boxes, with installation to follow. The scheduled has been extended to allow additional necessary time for PW staff to prepare electronic art work, paint and repair utility boxes and schedule wrapping.	This project will add decorative paint and/or wraps to city-owned utility boxes throughout the city. The City is engaging a local artist cooperative to create the artwork that will either be painted or applied via vinyl wrap to the boxes. City Yard staff, who have been trained in wrap application, will be involved in this project.
	111	Gateway and Wayfinding Signs Conceptual Design	SH	\$ 75,000	Brandon Araujo		X					07/21	01/26	Project timeline extended due to staffing availability and contract agreement expiration. Staff procured a new contract agreement in fall 2024, that was then executed in December 2024. Staff has since completed a more detailed existing conditions inventory assessment and finalized initial comments on the draft preliminary designs that have been sent to the design consultant for consideration. Staff is actively working to negotiate a task order agreement under the new contract to finalize the preliminary design effort, which, once resumed, is anticipated to take approximately 5 to 7 months to complete. The adopted budget for Fiscal Year 2024–25 identifies the next phase of the project under the Deferred and Unfunded Future Project list and would need to be considered for funding as part of a future budget cycle; CIP 111 is preliminary design only and does not include any funding for final design or implementation.	This project will evaluate gateway and wayfinding signage throughout the city. Recommendations will include locations, preliminary design, and order of magnitude cost estimates for final design, sign fabrication, and installation.
	114	Greenwich Village North Undergrounding District	SH	\$ 4,031,600	Brandon Araujo				X			07/25	12/26	The project has been advertised for construction and staff is working towards bringing an item to City Council for consideration of bond issuance and contract award at the July 22, 2025 meeting.	This project will consist of the undergrounding of the existing overhead utility lines within the Greenwich Village North Underground Utilities Assessment District.
	164	Hermosa Avenue Green Street	SH	\$ 123,262	Briana Aube					X		02/18	04/26	The City of Torrance is the lead agency for the project and awarded a construction contract to Excel Paving Inc. in May 2025. A preconstruction meeting was held on June 11, 2025, at the City of Torrance. Construction in Hermosa Beach is tentatively scheduled to begin in mid October 2025 to January 2026.	This project will install permeable gutters to increase stormwater infiltration on Hermosa Avenue, Beach Drive, Herondo Street, 6th Street, 2nd Street, 1st Street, and adjacent streets. This project is part of a multi-city green street project led by the City of Torrance and funded by Measure W.
	421	Annual Sewer Improvements - Phase 2	SD	\$ 3,865,610	Andrew Nguyen					X		11/19	09/25	Pre-construction CCTV camera work completed. CCTV and access hole base repairs completed. Sewer main point repairs completed; removal and replacement of main sewer underway. Contractor has started work in the area of Loma Dr between 16th St and 19th St. Project is approximately 80% complete. Anticipated completion date has been pushed back due to a number of delays: soil conditions and utility conflicts that necessitate extensive handdigging, undisclosed concrete encasements that impeded timely sewer removal and replacement, an emergency sewer collapse on 11th Street in mid-April, the discovery of over a dozen laterals on 11th Street between Prospect Avenue and Harper Avenue that were not shown on the Plans that needed to be reconnected to the new sewer main, a residential emergency backup on 17th Street that was tangentially related to our project. Contract awarded on July 9, 2024. Construction Agreement was fully executed on August 15, 2024. Construction started September 16, 2024.	Phase 1 of this project, which included lining, was completed. Phase 2 of this project includes design and construction of sewer improvements and repairs based on the Sewer Master Plan. Improvements will include sewer pipe point repairs, sewer pipe removal and replacement, and maintenance access hole rehabilitations. Sewer repairs will take place at various locations throughout the city as part of this project.
	438	Stormwater Dry Wells Assessment	SD	\$ 175,000	Heecheol Kwon	X						10/23	TBD	Staff is collaborating with the City of Redondo Beach on seeking outside funding to advance the design and construction. Measure W committee will soon begin accepting new funding applications. Hermosa Beach and Redondo Beach staff are tentatively planning to submit the funding application in 2026. Staff anticipates advancing a preliminary assessment in FY 25-26 to further evalaute feasibility and allow for community outreach in advance fo grant application.	As required by the region’s Enhanced Watershed Management Plan (EWMP), this project will assess the implementation of a series of drywells east of Pacific Coast Highway (PCH) between 1st Street and 10th Street to capture storm water and dry weather flows within 118 acres of the Herondo Drain (SMB-6-1) watershed.
	603	South Park Slope, Irrigation, and Landscape Improvements	PK	\$ 609,526	Magvern By					X		07/21	10/25	Demo and removal of existing irrigation, relocation of boulders and installation of two new trees has been completed. Installation of new irrigation and new shrubs has been completed. New sod has been installed. 90 day establishment period will begin next week. Construction is approximately 85% complete. Anticipated substantial completion in July. Staff finalizing agreement for \$189,849 of supplemental funding from California State Parks. Staff has applied to the West Basin Turf Removal Grant program and the application was approved for up to \$96,242. Final design complete. Bid package advertised for construction November 21, 2024. Bids opened January 23, 2025. Construction contract awarded by Council on February 25, 2025. NTP and start of construction was April 14, 2025.	This project will address repairs needed throughout the north side of the park including installing a new irrigation system and landscaping including on the sloped areas.
X	605	City Facilities Condition and Needs Assessment	PB	\$ 346,530	Joe SanClemente	X						07/23	TBD	Civic Facilities Project Advisory Group to present Council Consideration and Direction on Recommendations from their findings based on regular advisory group meetings at the July 22, 2025 Council meeting.	The project will include an assessment of facilities throughout the City to understand improvement needs.
X	615	New Corporate Yard Facilities	PB	\$ 1,000,000	Joe SanClemente	X						07/15	05/28	At the May 13, 2025 CIP Study Session, Council directed staff to hold a joint study session with PW Commission to discuss desired project delivery method (i.e., design build vs design-bid-build). Project delivery method options presented to PW Commission on July 16, 2025 with recommendations taken to Council in August. In the meantime, staff is preparing background information necessary to advance the project, including preparation of a Request for Qualification (RFQ) for owners advisor (OA) services. Current project funding for design only; construction funding will need to be identified.	This project is for the design and construction of a new City Yard. The current City Yard is in need of reconstruction. A new City Yard will provide a safe and functional area for City maintenance crews and staging.

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	619	Kelly Courts Improvements	PB	\$ 1,175,149	Laney Wilson				X			07/22	TBD	Staff is preparing minor updates to the bid package based on Council requests to ready it for advertisement, anticipated July 2025. At it's February 25, 2025 meeting, City Council rejected all bids for the first advertisement for the project and requested staff to take the item to Parks, Recreation and Community Resources Commission and the Public Works Commission for additional consideration. Both Parks, Recreation and Community Resources Commission and the Public Works Commission recommended to move the project forward for construction. Council directed staff to re-advertize the project at April 22, 2025 Special Council Meeting.	This project will resurface and reconfigure the Kelly Courts at Clark Field. The courts will be restriped and reconfigured and the lights and fencing relocated to meet court standards.
	623	Pier Structural Inspection and Evaluation	PB	\$ 3,704,987	Azita Fakoorbayat		X					07/24	03/27	Notice to Proceed for an on-call structural engineer to complete a full assessment of the entire pier was issued September 18, 2024. A full detailed inspection of the entire structure including above and below water including full review the deck panels started October 14, 2024. Structural engineering team completed the below deck inspection with boom lift and scaffolding equipment, additional deck surface inspections, and underwater inspection in December 2024. Sensor-based, ambient vibration testing completed in March 2025 to further inform scoping of the next round of repairs and cost-benefit analysis. Staff is reviewing the full assessment Draft Report and working with the design team to refine the scope of work for the next round of structural repairs. High priority repairs are required within a two-year time frame; that duration will be necessary to complete the design of the repairs, obtain permits, and advertise for a contractor. Staff anticipates bringing an item to City Council for further discussion in August 2025. Initial construction estimates have been incorporated in the FY 25-26 CIP budget request.	An emergency partial inspection and evaluation was performed in coordination with CIP 629 and CIP 660, the results of which identified high priority repairs which were completed through CIP 629. Following completion of construction of CIP 629 and CIP 660, a full above and below water structural inspection of the pier is required to meet requirements for marine structures. Based on this inspection, it is anticipated that additional pier structural repairs will be required primarily on the pier deck. This project will also include design and permitting. Construction funding will be identified as part of a future CIP.
	630	Community Center Gas Repairs	PB	\$ 350,000	John Oskoui			X				03/25	02/26	Final design is complete. Bid package advertised for construction July 7, 2025. Bid opening scheduled for August 5, 2025 with start of construction anticipated late September 2025	The project includes the design and installation of a new natural gas service connection to the Community Center. Staff identified leaks in the existing gas service which needed to be shut off to ensure safety and can not be easily repaired. The project will restore service.
	633	Base 3 Electrical Improvements	PB	\$ 300,000	John Oskoui				X			03/25	02/26	Final design is complete. Bid package advertised for construction May 22, 2025. Bids opened June 25, 2025 and currently being reviewed to award contract in July with start of construction anticipated to be August 2025.	The project includes the design and construction of electrical upgrades and repairs to the City's Community Services building (Base 3) at 1035 Valley Drive. These necessary improvements will allow for safe reopening of the facility that has been closed for use following the electrical fire that occurred October 2025.
	685	Real Time Crime Center	PB	\$ 963,000	Brandon Araujo	X						07/24	06/26	The project is funded through a federal grant. The grant agreement has been fully executed, with project completion required by March 31, 2026. PW is working closely with PD and City Manager's office on advancing the project. At its March 11, 2025 meeting, City Council authorized the purchase of 29 Mobile Digital Computers (MDCs), supporting hardware, and warranties from Code 3 Technology through a Cooperative Sourcewell Agreement, in an amount not to exceed \$168,793, which is an essential first step to establish the real-time crime center. Council awarded two additional contracts related to the project at its June 12, 2025, including Peregrine Technologies Inc for a multi-platform integration software and Genetec, Inc. automated license plate reader (ALPR) equipment procurement, installation, and configuration services with EyeP Solutions. Staff is also working to advance other critical elements of the project including additional security cameras and the overall software integration that will be the main component of bringing all our existing programs and hardware together with new technology.	This project is to create a Real Time Crime Center (RTCC) for the City of Hermosa Beach. A RTCC is a technology-driven support center which uses state of the art technology to provide real time information to officers and detectives working in the field and investigating crimes that are reported.
X	689	Clark Building Renovations	PB	\$ 1,051,067	Saad Malim					X		07/17	07/25	Construction is approximately 99% complete. Final plumbing and final mechanical inspections are complete. LA County Department of Public Health final inspection and LA County Fire final inspection are complete. SCE electrified the building on May 27, 2025 allowing for the testing and inspection of the AV, mechanical, and kitchen equipment; testing and adjusments are ongoing. Final electrical inspection and overall final building inspection is pending delivery and installation of long lead emergency lighting that were initially delivered damaged. Anticipated completion July 2025. Contract awarded on July 9, 2024. Construction Agreement was fully executed on August 26, 2024. Construction started October 7th, 2024.	The renovations will include the following: New commercial kitchen per current Los Angeles County Department of Public Health requirements, including new appliances, fixtures, storage cabinets, counter tops, flooring, grease trap system, and lighting; New electric powered heating, ventilation and air conditioning (HVAC) system; New audio-visual system including built-in speakers, overhead projector, and roll-down projection screen; Architectural upgrades including:Furred out walls to hide system components such as electrical conduit and provide a new smooth wall surface throughout; New decorative accents on the ceiling; Acoustic ceiling panels for sound absorption; New commercial grade vinyl flooring; New interior and exterior light fixtures; Complete interior and exterior cleaning and painting; and Restored original signage on the exterior of the building; New sewer lateral and connection; New plumbing system to accommodate the updated restrooms and commercial kitchen, including new floors drains for ease in maintenance; Site improvements including new concrete walkways and ramps to current accessibility standards, decorative enclosures around the refuse storage area and HVAC units; new accessible entrance to the Lawn Bowling Club, and refreshed landscaping and irrigation; Completely renovated restrooms to current accessibility standards, including new fixtures, partitions, vanities, mirrors, flooring, and lighting; New electrical system including wiring and upgraded service connection necessary to serve the enhanced building components; Asbestos and lead abatement work throughout the building; and necessary demolition work associated with the renovation.
X	695	Parking Lot A Improvements	PB	\$ 498,352	Briana Aube					X		07/19	07/25	Combined with CIP 105. Paving and striping work at Lot A has been completed, and approximately 95% of the striping and signage is finished. The project is anticipated to be completed by July 2025, which is five months ahead of the original schedule. Project advertised on 12/12/24 (4 months ahead of schedule), bid opening on 01/15/25. Construction contract awarded by Council on February 25, 2025. Contract is fully executed. Pre-construction meeting was held on March 19, 2025. NTP and start of construction April 7, 2025.	This project will provide pavement rehabilitation in Parking Lot A. This project is combined with CIP 105 Annual Street Improvements.

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X	699	Parking Structure (Lot C) Improvements	PB	\$2,548,739	Karla Vargas					X		07/19	01/26	<p>The project is advancing on two separate tracks: the elevator modernization and the structural repairs.</p> <p>Elevator abatementment work including drywall repairs is complete. Bids for construction of the elevator modernization received December 5, 2024 and the contract documents have been executed. Notice to Proceed issued for February 17, 2025 following completion of abatement work. Material submittal review and procurement of long lead items are completed with actual work will commence on July 14, 2025 and be completed in early August, 2025.</p> <p>Final design for structural and electrical improvements complete. Bid package advertised for construction January 9, 2025. Bid opening scheduled February 19, 2025. Construction contract awarded by City Council on May 13, 2025. Contract executed July 9, 2025 with construction start targeted for fall 2025. Material submittal review and procurement of long lead items are underway.</p>	This project provides necessary structural, electrical, elevator repairs and improvements to the City's Parking Structure (Lot C).
PENDING PROJECTS															
X	102	Bus Stops Improvements - Phase 2	SH	\$372,000	Andrew Nguyen		X					7/1/2022	06/28	<p>Phase 2, 30% Design is on hold pending staff availability and further information on any potential for grant award. Staff is actively working on seeking outside grant funding for the project through the South Bay Cities Council of Governments. Staff submitted a grant application for \$440,000 in Measure M funds on January 16, 2025. Funding was approved by the SBCCOG Board and will now advance to consideration by Metro staff.</p>	<p>This project will improve bus stops throughout the city. These improvements will include Americans with Disabilities Act (ADA) accessible curb ramps, crosswalk, striping improvements, furnishing, and other general improvements within direct vicinity of the bus stops.</p> <p>This project is combined with CIP 193 Pedestrian Crossing Safety Improvements. Phase 1 of the combined project was constructed in spring 2024, and installed Rectangular Rapid Flashing Beacons (RRFBs) and updated signage and striping at select pedestrian crossings on Hermosa Avenue, Manhattan Avenue, Pier Avenue, and Valley Drive.</p>
X	106	Annual Street Improvements (New)	SH	\$3,625,257	TBD	X						07/25	08/26	<p>Pending staff availability.</p>	<p>This project provides for pavement rehabilitation of various streets throughout the city. The project will also repair/replace deteriorated portions of sidewalk, curb and gutter, and curb ramps. This work will be performed following the sewer and storm drain repairs identified in the Sewer and Drainage Master Plans.</p>
	107	Annual Slurry Seal	SH	\$450,000	TBD	X						07/25	05/27	<p>Pending staff availability.</p>	<p>This project includes slurry seal of various roadways throughout the city to preserve pavement conditions and to extend its service life.</p>
	113	City Wide Multi-Space Meters Deployment	SH	\$300,000	TBD	X						07/23	05/27	<p>Pending staff availability.</p>	<p>This project will include the installation of additional signage for the Pay-By-App parking system for on-street parking spaces and replacement of single space meters with multi-space meter equipment. This CIP will include the first phase of deployment which may include Pier Avenue and parking Lot D. This effort will involve purchase of equipment, development of signage</p>
X	115	Citywide Sidewalk Improvements (New)	SH	\$607,211	TBD	X						07/25	02/27	<p>Pending staff availability.</p>	<p>This project includes the design and construction of priority sidewalk and pedestrian safety improvements citywide.</p>
X	143	PCH Mobility Improvement Project	SH	\$30,000	Brandon Araujo	X						07/18	TBD	<p>The Project is temporarily paused. Metro has reassigned new project manager to oversee the project. The project remains on hold while Metro resolves consultant contract services agreement to further advance the project through the PA&ED phase. Staff is actively working with Metro to seek additional funding through the South Bay Cities Council of Governments. Staff submitted a grant application for \$3,000,000 in Measure M funds on January 16, 2025. Funding was approved by the SBCCOG Board and will now advance to consideration by Metro staff.</p>	<p>The City has identified a number of complete street project elements that can be implemented to improve mobility, accessibility, and safety along the Pacific Coast Highway (PCH) corridor in Hermosa Beach. These elements are described in the Project Study Report prepared by the City and Caltrans in 2015 and include: Traffic Signal Synchronization, Landscape Medians, Americans with Disabilities Act (ADA) Improvements/Removal of Utility Impediments, Transit Access Enhancements, Pedestrian Enhancements, and Aesthetic Enhancements.</p> <p>Collectively, the improvements will address existing, near-term, and long-range future traffic conditions along this corridor by improving intersection operations, reducing instances of unsafe turning movements, creating a safe and more comfortable environment for pedestrians and transit riders, and improving the efficient movement of vehicles along the corridor.</p>
X	193	Pedestrian Crossing Safety Improvements - Phase 2	SH	\$128,000	Andrew Nguyen		X					07/22	06/28	<p>Phase 2, 30% Design is on hold pending staff availability and further information on any potential for grant award. Staff is actively working on seeking outside grant funding for the project through the South Bay Cities Council of Governments. Staff submitted a grant application for \$440,000 in Measure M funds on January 16, 2025. Funding was approved by the SBCCOG Board and will now advance to consideration by Metro staff.</p>	<p>This project will implement rectangular rapid flashing beacons and other measures at several uncontrolled pedestrian crossings on Hermosa Avenue at 4th, 6th, 19th, 24th, and 25th Streets.</p> <p>This project is combined with CIP 102 Bus Stop Improvements. Phase 1 of the combined project was constructed in spring 2024, and installed Rectangular Rapid Flashing Beacons (RRFBs) and updated signing and striping at select pedestrian crossings on Hermosa Avenue, Manhattan Avenue, Pier Avenue, and Valley Drive.</p> <p>Phase 2 of this combined project will holistically evaluate options to reconfigure parking to enhance pedestrian safety, feasibility of curb extensions and median closures, and accessibility on Hermosa Avenue and at select other critical locations throughout the city then design and construct improvements.</p>
	417	Storm Drain Improvements - Various Locations	SD	\$1,072,445	TBD	X						07/17	05/28	<p>Pending staff availability.</p>	<p>This project will design and construct storm drain improvements throughout the city per the Storm Drain Master Plan and other high priority locations.</p>
	423	Annual Sewer Improvements	SD	\$1,011,003	Andrew Nguyen	X						07/20	08/27	<p>Staff is working to identify scope and locations of necessary sewer improvements based on the Sewer Management Plan and noted reported problem areas.</p>	<p>This project includes design and construction of sewer improvements and repairs based on the Sewer Master Plan. Improvements will include lining, point repairs, removal and replacement.</p>
	504	Playground Equipment Replacement Project (New)	PK	\$450,000	TBD	X						07/25	10/26	<p>Pending staff availability</p>	<p>This project will provide playground enhancements in three City Parks. Work will include a full replacement of the two-to-five-year old play structure with a new unit that has integrated shade and a new rubberized mat at Valley Park. Repairs will also be made to the existing 5 to 12 year old structure and incorporate an integrated shade sail. Seaview Park will receive a full replacement of the existing play structure with a new unit with an integrated shade sail and rubberized mat. South Park will receive a replacement rubberized mat at center playfield area.</p>

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	610	Fort Lots-of-Fun Park Wall and Gate Impr	PK	\$150,042	TBD	X						07/23	11/26	Pending staff availability	This project provides necessary improvements and repairs to the existing retaining wall and wooden gate at Fort Lots-of-Fun. The project currently includes funding for design of the improvements; construction costs will be further defined through the design process.
	611	Parking Structure (Lot C) Improvements - Phase 2	PB	\$300,000	TBD	X						07/25	02/27	Pending staff availability.	This project will address other necessary repairs to the parking structure identified in the comprehensive structural evaluation of the facility identified in the detailed structural assessment, not covered in CIP 699.
	618	Tsunami Siren	PB	\$100,000	TBD	X						07/22	TBD	Pending staff availability. At the May 13, 2025 CIP Study Session, City Council directed staff to delay the project one year and revisit.	This grant-funded project will include working with the Emergency Management Coordinator and the Los Angeles County Department of Beaches and Harbors to install an outdoor warning siren and integrate the selected siren and the Beach Emergency Evacuation Lighting System (BEELS) systems into the City's alert and warning software platform, Alert South Bay.
	621	Comprehensive Downtown Lighting Design	PB	\$142,284	TBD	X						07/22	03/27	Pending staff availability.	This project will assess light levels, electric system requirements, and desired lighting improvements (i.e., ornamental, roadway, pedestrian scale) for the City's Downtown district. The project will identify scope of required improvements and cost estimates for final design and construction.
X	625	Citywide ADA Improvements	PB	\$238,039	TBD	X						07/24	09/27	Pending staff availability.	This project will provide improvements to access to the Civic Center to comply with the Americans with Disabilities Act (ADA) and meet the latest Federal Standards along with the City's Transition Plan. The project will provide improvements to curb ramps, sidewalk, and parking in front of City Hall and install a wheelchair lift for access from the Valley Drive parking lot to the front of City Hall.
X	626	CDBG Sidewalk Improvements (New)	SH	\$184,000	TBD	X						07/25	07/26	Pending staff availability.	This project provides improvements to sidewalks and curb ramps on Monterey Boulevard in order to comply with the Americans with Disabilities Act (ADA) and meet the latest Federal Standards.
	635	Community Center Windows (New)	PB	\$300,000	TBD	X						07/25	10/27	Pending staff availability.	This project will evaluate windows replacement for the entire facility to address deferred maintenance needs. The existing windows present safety and security concerns due to poor conditions. This project is currently funded for design and permitting only; additional funding will be required for installation once costs are further defined.
COMPLETED PROJECTS															
	617	Civic Center Charging Stations	PB	\$51,857	Magvern By						X	07/22	05/25	City staff is coordinating the phasing of this work with SCE and their subcontractors. Phase 1, which is the installation of new switchgear pad and conduit to supply power to the new charging stations was completed on the week of October 14, 2024. The	This project will explore the electrical power needs and installation of expanded electric vehicle charging infrastructure to serve the Police Department fleet on Bard Street, adjacent the Police Department and City Hall. The expanded charging infrastructure

SH - STREET AND HIGHWAY IMPROVEMENTS
SD - SEWER/STORM DRAIN IMPROVEMENTS
PK - PARK IMPROVEMENTS
PB - PUBLIC BUILDING AND GROUND IMPROVEMENTS
1. Current adjusted appropriation as of 7/01/25.
2. Estimated Project Completion Dates are subject to change.

City of Hermosa Beach - Department of Public Works
Proposed Estimated CIP Project Schedule FY 2025-2026

[illegible]

Assumptions:

Administrative staff is available to assist engineers with tasks such as making copies, answering phones, preparing invoices and contracts, etc.

PW engineers manage consultant design teams, oversee construction, write staff reports, develop RFPs, etc.

1700 hours total annual availability per engineer (2080 hours minus holidays, vacation, and sick time).

Full staffing assumes 10 engineers average approximately 50% of availability for CIPs $(0.5 \times 1700) / 12 = 70.8$ hours monthly per engineer, therefore 708 hours total monthly availability for CIP work in the engineering team. Current staffing levels projected May 2025 are 9 (or 90%). This schedule assumes reaching full staffing levels (100%) by Oct 2025. Actual schedules are subject to change. Depending on staffing.

Legend:

	Preparation of request for proposals or on-call task order.
	Evaluation, conceptual design, or final design.
	Advertisement for construction (bid document preparation, advertisement, bid review, award at City Council, contract execution)
	Construction
	Project close out, including final invoicing, documentaion, reporting to grant agencies.
	Fixed schedule due to public safety need, grant/funding timeline, or regulatory requirements.