

# **Piedmont Audit Sub-Committee**

## Scope of Evaluation Process

1. Review of existing City Council policy for underground utility assessment districts (20B projects)
  - a. Steering Committee functions & obligations
  - b. Role of Piedmont staff
  - c. Engineer of Work - Development of plans, bid specifications and cost estimates
    - (1) Rock clause and standard provisions
    - (2) Validation or verification of engineer's work
  - d. Legal obligations of the city and financial exposure under current law
  - e. Construction – coordination, inspection and change orders and the role of the City Engineer
  - f. Payments and commitments upon issuance of bonds
  - g. Past experience with undergrounding projects
2. Application of City policy to the Piedmont Hills Underground Assessment District
  - a. Explanation of the engineering process for the district including the use of multiple firms
  - b. Timeline of expenditures including the development of “rock” issue
  - c. Available alternatives at the time rock was discovered
  - d. Timeline for seeking legal counsel (notification of the City Council and notification of the public)
3. Recommendations for the future
  - a. Limitation of financial exposure of the City from beginning stages through construction
  - b. Determination of tasks to be done in-house and those that should be contracted

- b. Process of early identification of problems and the reporting obligations
- c. Frequency and distribution of progress reports
- d. Process for review of contracts prior to signature by Mayor
- d. Applicability of these recommendations to other capital projects