



DATE: January 22, 2024

TO: Mayor Robinson and City Councilmembers

FROM: Andrew Singelakis, Transportation Director, 452-6468
Transportation

Lucy Liu, Utilities Director, 452-4445
Utilities

SUBJECT: American Public Works Association (APWA) Re-Accreditation

Staff would like to update Council on the results of the self-assessment of current business and operational practices in the Transportation and Utilities Departments as part of the American Public Works Association (APWA) Re-Accreditation process. APWA requires organizations seeking re-accreditation to share the results with their elected governing body.

Background

The APWA Accreditation Program is a voluntary program designed to formally verify and recognize public works agencies for compliance with internationally recognized best practices. The Transportation Department was first accredited in 2007 and re-accredited in 2011, 2015 and 2019. The Utilities Department was first accredited in 2004 and re-accredited in 2007, 2011, 2015 and 2019. Both departments were found to be 100 percent fully compliant with all 397 applicable practices in 2019. Once an agency becomes accredited, it must go through a re-accreditation process every four years to maintain accredited status.

Current Efforts

Pursuing APWA Re-Accreditation requires demonstrating compliance with every applicable practice across each business line. Both Transportation and Utilities are required to proceed through several phases to maintain accredited status:

- Self-Assessment Phase – Extensive self-audit of 397 business and operational practices (February 2023 - August 2023)
- Improvement Phase – Refinement and improvements to policies, practices, and procedures identified during assessment (September 2023 – October 2023)
- Evaluation Phase – Peer review by a team of evaluators from APWA of Utilities and Transportation's practices (November 6-8, 2023)
- Accreditation Phase – Approval for Re-Accreditation by APWA's governing Board of Directors (November 15, 2023)

The Self-Assessment, Improvement, and Evaluation phases have been completed. The results of this extensive self-audit of our business and operational practices, summarized in the attached report, are extremely positive. Overall, both departments remain 100 percent fully compliant with national “best practices” for public works agencies, six of which were identified as model practices. Model practices are practices that will be used as examples for other public works agencies seeking [re-]accreditation.

Both departments received notification, in the attached letters, from the APWA Accreditation Council that the Accreditation Phase was completed and the recommendation from the evaluation team for reaccreditation was granted for a four-year period.

Attachments:

- A. Final APWA Evaluation Report
- B. APWA Accreditation Council letter of reaccreditation – Transportation
- C. APWA Accreditation Council letter of reaccreditation - Utilities