



## Legislation Text

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**File #:** 17-1307, **Version:** 1

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**TO:** Honorable Mayor & Members of the North Port Commission

**FROM:** Peter D. Lear, CPA, CGMA, City Manager

**TITLE:** Authorize the City Manager to execute the Application for Voluntary Re-accreditation and the Accreditation Agreement between the Department of Public Works and the Accreditation Council of the American Public Works Association (APWA). The application fee is approved in the FY 2018 budget.

### **Recommended Action**

Authorize the City Manager to execute the Application for Voluntary Re-accreditation and the Accreditation Agreement between the Department of Public Works and the Accreditation Council of the American Public Works Association (APWA). The application fee is approved in the FY 2018 budget.

### **Background Information**

On May 23, 2014, the Department of Public Works became the 91<sup>st</sup> APWA accredited agency and the eighth in Florida to receive full accreditation from the Accreditation Council for the APWA.

On May 27, 2016, the Department of Public Works submitted the Accreditation Mid-Term Report which identified changes or improvements made over the past two years. Pursuant to the APWA, the Mid-Term Report was designed to promote the following three purposes, 1) Verify the status of each organization as to any changes that may have occurred in the last two years and to ascertain the Department of Public Work's interest in participating in the program; 2) Promote organizational development by promoting the concept of continuous improvement regarding its management practices; and 3) Assist organizations in its efforts for re-accreditation, utilizing the latest edition of the Public Works Management Practices Manual.

In the last three years, the Department of Public Works has continuously reviewed and updated practices developed as part of the accreditation process. The accreditation received by the Department of Public Works in May 2014 expires in May 2018. Therefore, the Department of Public Works wishes to move forward with the voluntary re-accreditation.

The following are the five stages of the re-accreditation process:

1. Application:  
The Department of Public Works will submit an application for Voluntary Re-Accreditation and a fee in the amount of \$6,300 (budgeted in account number 107-5000-541.31-00)
2. Self-Assessment:  
The Department of Public Works performs an analysis of its practices using the criteria contained in the APWA Public Works Management Practices Manual - 8<sup>th</sup> Edition.
3. Improvements:  
Using the results of the self-assessment, the Department of Public Works makes improvements identified in the process.
4. Evaluation:  
In May 2018, an APWA team of reviewers will perform a site visit to perform the following tasks: a) inspect the

City of North Port's infrastructure; b) Examine the Public Works' documentation to affirm compliance; and c) Conduct interviews with staff, the City Manager and the Mayor. The reviewers will prepare a final report that will be forwarded to the APWA Accreditation Council for their consideration.

5. Re-Accreditation:

The Accreditation Council will review the final report. If Public Works has complied with all applicable practices, the Accreditation Council will award the Department of Public Works re-accreditation status for a period of four years.

Some of the benefits Public Works will continue to receive from APWA Re-accreditation are as follows:

- Confirmation of the management, practices, programs, and policies of Public Works by the APWA, a nationally respected and recognized entity.
- Important national recognition or validation that Public Works can use to gain community support to improve public infrastructure and services.
- Clarification or confirmation of the budgetary needs of Public Works as related to needed improvements to service delivery and public infrastructure.
- Access to additional tools for establishing performance measurement systems and internal performance standards for operations, management and administrative functions.
- Increased efficiency and effectiveness as a result of a critical and independent evaluation of Public Works programs and services.

## **Strategic Plan**

Enhanced Public Trust through Responsible City Government

## **Financial Impact**

Application amount of \$6,300, budgeted in the Fiscal Year 2018 - Account Number 107-5000-541.31-00

## **Procurement**

APWA Accreditation Program  
1200 Main Street  
Suite 1400  
Kansas City, MO 64105

### **Attachments:**

1. Application for Voluntary Re-Accreditation
2. Re-Accreditation Agreement
3. Notice of Full Accreditation from APWA

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