

**TO:** James L. App, City Manager  
**FROM:** Doug Monn, Interim Public Works Director  
**SUBJECT:** Award of Contract to Perform Evaluation of the City's Streets and Sidewalks  
**DATE:** June 21, 2005

---

**NEEDS:** For the City Council to consider authorizing staff to award a contract for evaluation of the City's streets and sidewalks.

- FACTS:**
1. In September 2004, the City engaged the services of Pavement Engineering, Inc. to rate the City's arterial and collector streets. Their work was completed and presented to the Streets and Utilities Committee in January 2005.
  2. The Streets and Utilities Committee recommended that evaluation of the streets needs to be expanded to include *all* streets in the City. It was further determined that a more comprehensive plan needs to be developed for performing maintenance on the City's network of streets in order to protect its investment estimated to be \$250 million.
  3. At staff's request, Pavement Engineering, Inc. has submitted a Scope of Work and Fee Proposal, in the amount of \$34,595, to perform this work.
  4. In addition to the above, staff also asked Pavement Engineering, Inc. to provide a Scope of Work and Fee Proposal to evaluate all existing sidewalks, curbs and gutters within the area bordered by Olive Street and Highway 101, and by 38th Street and First Street, including documentation of damaged or displaced curbs, gutters and sidewalks. Pavement Engineering's evaluation would also include determining whether handicap ramps are ADA compliant and would specify areas that need handicap ramps. The fee to evaluate sidewalks and handicap ramps is \$25,050.

**ANALYSIS  
AND**

**CONCLUSION:** Evaluation of all the streets in the City and preparing a methodical way of addressing maintenance of the City's street system would preserve the City's investment. The sidewalk inventory would also provide a comprehensive means to address compliance to ADA regulations.

**POLICY**

**REFERENCE:** Adopted Capital Improvement Program

**FISCAL**

**IMPACT:** The recently adopted Capital Improvement Budget included these two projects:

Pavement Management Program	\$35,000
Sidewalk Inventory	\$60,000

- OPTIONS:**
- a.** Authorize staff to engage the services of Pavement Engineering, Inc. as follows:

Pavement Management Program	\$34,595
Sidewalk Inventory	\$25,050
  - b.** Amend, modify, or reject the above option.

Attachments (2)

- 1) Scopes of Work and Fee Proposal
- 2) CIP Budget



# Pavement Engineering Inc.

Civil Engineers • Materials Testing  
Specializing in Pavement Rehabilitation

May 27, 2005

MP05-163

**RECEIVED**

**JUN 01 2005**

**Public Works Dept**

Ms. Merceditas Esperanza  
City of El Paso de Robles  
1000 Spring Street  
Paso Robles, CA 93446

Subject: 2005 Residential PMS Update and System Analysis

Dear Ditas:

Per your request, PEI is pleased to submit our fee proposal to rate all of the un-rated streets within the City and update the City's Pavement Management System (PMS). In addition, we will provide PMS analysis and prepare and present our findings to the City Council.

Our proposal is based on your email dated May 2, 2005.

## Scope of Work

### Task 1 - PMS Review

Our work will include performing Visual Condition Ratings (VCRs) on all the un-rated streets and entering the ratings into the City's MicroPaver database system. Based on our review of the existing database there are approximately 90 centerline miles that have not been rated.

PEI will use the existing segmented MicroPaver database as the basis of our review. We will also update and input any new street segments the City has incorporated since the database was created. Prior to beginning the visual ratings, PEI will meet with the City to develop a street list with limits of any newly incorporated streets. It is anticipated that PEI will update the City's database off-site and load the updated database onto the City's designated computer.

Deliverables will include an updated PMS database (E50 file) loaded onto a City designated computer and a printed spreadsheet containing an alphabetical street listing with limits, areas and PCIs.

Ms. Merceditas Esperanza  
May 27, 2005  
MP05-163  
Page 2

Task 2 - Develop a Maintenance and Rehabilitation Plan,  
Provide Truck Impact Analysis and Prepare a Council  
Presentation

After the completion of Task 1, PEI will work with the City of Paso Robles to develop a maintenance and rehabilitation plan. The development of a Repair and Maintenance plan will require PEI to work closely with City staff to project and refine a plan that would be best for the City. Various budget scenarios will be analyzed as outlined in your e-mail.

In addition to the maintenance and rehabilitation plan, PEI will provide analysis of truck impacts to pavement life.

The results of the analysis and PMS findings will be presented to the City Council in a Council Session or Workshop.

**Schedule**

We anticipate the work to take approximately 4 to 6 weeks for Task 1 and approximately 4 weeks for Task 2. The exact delivery dates will be determined once written notice to proceed has been issued.

**Fees**

Our fixed fee for performing Task 1 is \$18,795.

Our work for Task 2 will be billed on a time and materials basis. We estimate this additional work to be approximately \$15,800. Our fee breakdown is as follows:

<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Cost</u>
Sr. Principal Engineer	16	\$175	\$2,800
Principle Engineer	30	\$150	4,500
Senior Engineering Technician	66	\$100	6,600
Engineering Technician	20	\$95	1,900
			<u>\$15,800</u>

All fees and costs associated with this project are subject to final negotiation with the City of El Paso de Robles. The attached proposal conditions apply.



Ms. Merceditas Esperanza  
May 27, 2005  
MP05-163  
Page 3

### Estimated Future Costs

Per your request, we have estimated the future costs of re-rating and updating the City's pavement management system. Two options have been prepared for your comparison:

Option 1 - Update the City's PMS system by rating all of the arterial and collector streets and half of the residential streets each year. Estimated fee per year is \$17,100.

Option 2 - Update the City's PMS system by rating all of the arterial and collector streets and one third of the residential streets each year. Estimated fee per year is \$13,650.

PEI recommends Option 2. This option allows the City of Paso Robles to have current conditions for their most used streets (arterial and collector) and have a good feel for their residential streets. PEI has found that residential streets do not age rapidly unless subjected to bus or construction traffic and that a review every three years is optimal.

Please feel free to contact me at (805)781-2265 with any questions.

Very truly yours,  
PAVEMENT ENGINEERING, INC.



Joseph L. Ririe, P.E.  
Principal Engineer

Attachment: Proposal Conditions

pc: C File  
M File  
MP File S/P/R

### PROPOSAL CONDITIONS

1. Proposal is valid for thirty days from the date of the proposal.
2. All work shall be performed utilizing common methods and practices of the civil engineering profession. Reports and construction documents will be signed by a registered civil engineer.
3. Fees for Lump Sum or Unit Price Proposals will be charged at the quoted price. The quoted prices include all laboratory testing costs. Fees for Engineering and Technical Services on a Time and Materials Basis will be charged at the applicable hourly rates of the current PEI Fee Schedule.
4. The proposal is based upon providing liability insurance with limits up to \$1,000,000.
5. One copy of an Engineering Report or Plans and Specifications will be provided to the Owner of a project. Additional copies are \$35 each.
6. Payment: Invoices will be submitted at the completion of the work for Engineering Reports. Inspection fees will be invoiced on a monthly basis. All invoices are due upon receipt. Interest of 1-1/2% per month (but not exceeding the maximum rate allowable by law) will be payable on any amounts not paid within 30 days, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Attorneys fees or other costs incurred in collecting any delinquent amount shall be paid by the client.





# Pavement Engineering Inc.

Civil Engineers • Materials Testing  
Specializing in Pavement Rehabilitation

May 27, 2005

MP05-078

Ms. Merceditas Esperanza  
City of El Paso de Robles  
1000 Spring Street  
Paso Robles, CA 93446

**RECEIVED**

**JUN 01 2005**

**Public Works Dept**

Subject: Sidewalk Survey

Dear Ditas:

Per your request, PEI is pleased to submit our fee proposal to provide engineering services for the subject project. This proposal outlines our scope of work, schedule and fees.


Our scope of work includes reviewing all of the existing sidewalk and curb & gutter within the area bordered by Olive Street and Highway 101 and 38th Street and Niblick Road and document damaged or displaced curb, gutter and sidewalk.

Prior to beginning our work, PEI will meet with City staff to review and establish the distresses that will be documented and modes of repair.

Our findings will be summarized in a letter report that will include a spreadsheet documenting the type of distress and recommended repair with quantities by street address. Damage caused by tree roots will be noted.

We anticipate completing this work within 4 weeks of receiving a notice to proceed. Our fee for performing the work is \$14,850. The attached proposal conditions will apply. Please feel free to contact us at (805)781-2265 with any questions concerning this proposal.

Very truly yours,  
PAVEMENT ENGINEERING, INC.



Joseph L. Ririe, P.E.  
Principal

Attachment: Proposal Conditions

pc: C File, M File, MP File S/P/R

R:\Business\Text\Marketing\Proposals\Proposals2005\MP05-078\_pr.wpd

1301 Rand Street, Suite D, Petaluma, CA 94954-1196 • Tel. (707) 769-5330 • Fax (707) 769-5333  
20260 Skypark Drive, Redding, CA 96002-9221 • Tel. (530) 224-4535 • Fax (530) 224-4539  
1248 Laurel Lane, Suite B, San Luis Obispo, CA 93401-5860 • Tel. (805) 781-2265 • Fax (805) 781-2267

### PROPOSAL CONDITIONS

1. Proposal is valid for thirty days from the date of the proposal.
2. All work shall be performed utilizing common methods and practices of the civil engineering profession. Reports and construction documents will be signed by a registered civil engineer.
3. Fees for Lump Sum or Unit Price Proposals will be charged at the quoted price. The quoted prices include all laboratory testing costs. Fees for Engineering and Technical Services on a Time and Materials Basis will be charged at the applicable hourly rates of the current PEI Fee Schedule.
4. The proposal is based upon providing liability insurance with limits up to \$1,000,000.
5. One copy of an Engineering Report or Plans and Specifications will be provided to the Owner of a project. Additional copies are \$35 each.
6. Payment: Invoices will be submitted at the completion of the work for Engineering Reports. Inspection fees will be invoiced on a monthly basis. All invoices are due upon receipt. Interest of 1-1/2% per month (but not exceeding the maximum rate allowable by law) will be payable on any amounts not paid within 30 days, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Attorneys fees or other costs incurred in collecting any delinquent amount shall be paid by the client.







# Pavement Engineering Inc.

Civil Engineers • Materials Testing  
Specializing in Pavement Rehabilitation

May 26, 2005

MP05-084

Ms. Mercedes Esperanza  
City of El Paso de Robles  
1000 Spring Street  
Paso Robles, CA 93446

**RECEIVED**

**JUN 01 2005**

**Public Works Dept**

Subject: Handicap Ramp Compliance Survey

Dear Ditas:

Per your request, PEI is pleased to submit our fee proposal to provide engineering services for the subject project. This proposal outlines our scope of work, schedule and fees.


Our scope of work includes reviewing each of the existing handicap ramps within the area bordered by Olive Street and Highway 101 and 38th Street and Niblick Road to determine if they are ADA compliant. Our evaluation will also include determining if ramps are required at locations within the specified area where there are no existing ramps.

Prior to beginning our work, PEI will meet with City staff to review and determine ADA compliancy criteria for the City of Paso Robles.

Our findings will be summarized in a letter report that will include a spreadsheet that provides the number of compliant and non-compliant ramps by intersection. We will also provide our field data sheets that will identify the non-complaint items.

We anticipate completing this work within 4 weeks of receiving a notice to proceed. Our fee for performing the work is \$10,200. The attached proposal conditions will apply. Please feel free to contact us at (805)781-2265 with any questions concerning this proposal.

Very truly yours,  
PAVEMENT ENGINEERING, INC.



Joseph L. Ririe, P.E.  
Principal

Attachment: Proposal Conditions

pc: C File, M File, MP File S/P/R

R:\Business\Text\Marketing\Proposals\Proposals2005\MP05-084\_pr.wpd

1301 Rand Street, Suite D, Petaluma, CA 94954-1196 • Tel. (707) 769-5330 • Fax (707) 769-5333  
20260 Skypark Drive, Redding, CA 96002-9221 • Tel. (530) 224-4535 • Fax (530) 224-4539  
1248 Laurel Lane, Suite B, San Luis Obispo, CA 93401-5860 • Tel. (805) 781-2265 • Fax (805) 781-2267

### PROPOSAL CONDITIONS

1. Proposal is valid for thirty days from the date of the proposal.
2. All work shall be performed utilizing common methods and practices of the civil engineering profession. Reports and construction documents will be signed by a registered civil engineer.
3. Fees for Lump Sum or Unit Price Proposals will be charged at the quoted price. The quoted prices include all laboratory testing costs. Fees for Engineering and Technical Services on a Time and Materials Basis will be charged at the applicable hourly rates of the current PEI Fee Schedule.
4. The proposal is based upon providing liability insurance with limits up to \$1,000,000.
5. One copy of an Engineering Report or Plans and Specifications will be provided to the Owner of a project. Additional copies are \$35 each.
6. Payment: Invoices will be submitted at the completion of the work for Engineering Reports. Inspection fees will be invoiced on a monthly basis. All invoices are due upon receipt. Interest of 1-1/2% per month (but not exceeding the maximum rate allowable by law) will be payable on any amounts not paid within 30 days, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Attorneys fees or other costs incurred in collecting any delinquent amount shall be paid by the client.

