

To: James L. App, City Manager
From: Ron Whisenand, Community Development Director
Subject: Riverside Avenue/24th Street Sidewalks: Approval of Design Consultant
Date: September 18, 2007

Needs: For the City Council to authorize the preparation of construction plans, specifications, and a cost estimate for sidewalks and related improvements on the west side of Riverside Avenue, between 21st and 24th Streets and on the south side of 24th Street, along the Paso Robles Event Center's (PREC) frontage.

Facts:

1. The Council has allocated a total of about \$189,000 from Workforce Housing Reward (WFHR) Grant and Community Development Block Grant (CDBG) funds for the design and installation of sidewalks and related improvements on the west side of Riverside Avenue, between 21st and 24th Streets and on the south side of 24th Street, along the Paso Robles Event Center's frontage.
2. The related improvements include decorative street lights, street trees, new retaining walls on PREC property, drainage improvements to the PREC Parking Lot, solar-powered lighting for the PREC Parking Lot, 2 LED-Lighted crosswalks (at the main and 21st Street entrances to the PREC), ornamental iron fencing at the PREC Parking Lot (to replace the pipe fencing), and landscaping along the 24th Street frontage of the PREC (between the retaining wall and the sidewalk).
3. In July 2007, the City circulated a Request for Proposals (RFP) for the preparation of construction plans, specifications, and a cost estimate for this project. The City received five proposals as follows:

| | |
|--------------------------|-----------|
| RTC (Russ Thompson)..... | \$ 70,300 |
| RRM Design Group..... | \$ 77,235 |
| Cannon Associates..... | \$141,480 |
| Rick Engineering..... | \$152,790 |
| Penfield & Smith | \$168,000 |

Analysis and
Conclusion:

It is expected that the total cost of improvements will range between \$1.0 and 1.5 million. The \$189,000 in WFHR and CDBG funds allocated to date will cover the costs of designing the project and would allow a limited amount of improvements (e.g. installation of an LED-lighted crosswalk) to be completed.

The actual construction project was included on the list of potential projects to be accomplished with Redevelopment Tax Increment funds (as an alternative to a new City Hall) that was presented to the City Council in June 2007 with the Fiscal Year 07/08 Budget. That presentation was for the Council's information only. Later this year, the Council and Redevelopment Agency will be formally asked to consider a schedule of projects to be accomplished with Redevelopment Tax Increment funds.

The State Department of Housing and Community Development (HCD) has informed the City that WFHR funds cannot solely be used for design, but that completion of a

construction project will be required. The construction may consist of a component of the total project. For example, an LED-lighted crosswalk may be installed and satisfy this requirement.

Of the 5 proposals, only RRM Design Group’s and Cannon Associates exhibited a sufficient level of understanding of the design objectives and general approach to the project. RTC’s proposal, although the least cost, did not provide sufficient information explaining their approach to indicate that they understood the nature and scope of the project.

RRM’s original proposal (edited to include the key personnel, work program, budget and schedule sections) is attached. In evaluating and clarifying RRM Design Group’s proposal, City staff proposed some changes to the scope of work, which would add the following amounts to their original proposal:

- Prepare a landscaping plan for the area along 24th Street between
The sidewalk and the retaining wall (3 submittals) \$17,760
- Design a drive approach at the Livestock Gate \$ 1,200
- Prepare plans for demolition of existing wall and protection
of existing buildings at PREC \$ 1,600
- Construction administration (responses to Requests for
Information and preparation of “as-built” plans)..... \$10,000

The above four additions to the scope would increase RRM Design Group’s total price from \$77,235 to \$107,795. RRM will revise the proposal to incorporate the above changes and to update the schedule. The revisions were not ready in time for the staff report deadline.

Policy
Reference: State regulations governing WFHR funds and Federal regulations governing CDBG funds

Fiscal
Impact: No impact to the General Fund. The cost of design and installation of the sidewalk and related improvements will be borne by WFHR and CDBG funds.

- Options:
- a. Adopt Resolution No. 07-XX authorizing the City Manager to sign an agreement with RRM Design Group.
 - b. Amend, modify or reject the foregoing option.

- Attachments:
1. Resolution Authorizing the City Manager to Sign an Agreement with RRM Design Group
 2. RRM’s Original Proposal

August 13, 2007

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www.rrmdesign.com

Ed Gallagher, Housing Programs Manager
City of El Paso de Robles
1000 Spring Street
Paso Robles, CA 93446

RE: Riverside Avenue/24th Street Sidewalks Project

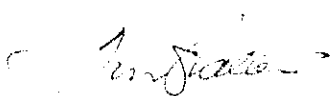
Dear Mr. Gallagher -

RRM Design Group is submitting our professional qualifications to the City of Paso Robles. Our past experience with your agency and with other cities, redevelopment agencies, and public entities has provided our firm with the necessary experience, professional skills, and project management capabilities to provide the City with superior design and project implementation. Our team will include licensed land surveyors, engineers, landscape architects and construction managers. We provide a multi disciplined team approach to completing street design projects from initial design through project implementation.

Our firm possesses a wide range of experience in the project types identified in the RFQ. Our vast experience in urban streetscape design makes RRM stand out among other companies. We have learned through years of experience in streetscape design the importance of designing to minimize disturbance to existing facilities, including existing utilities and existing natural features. We are confident that we have the skills and experience to provide your City with the professional services that you require.

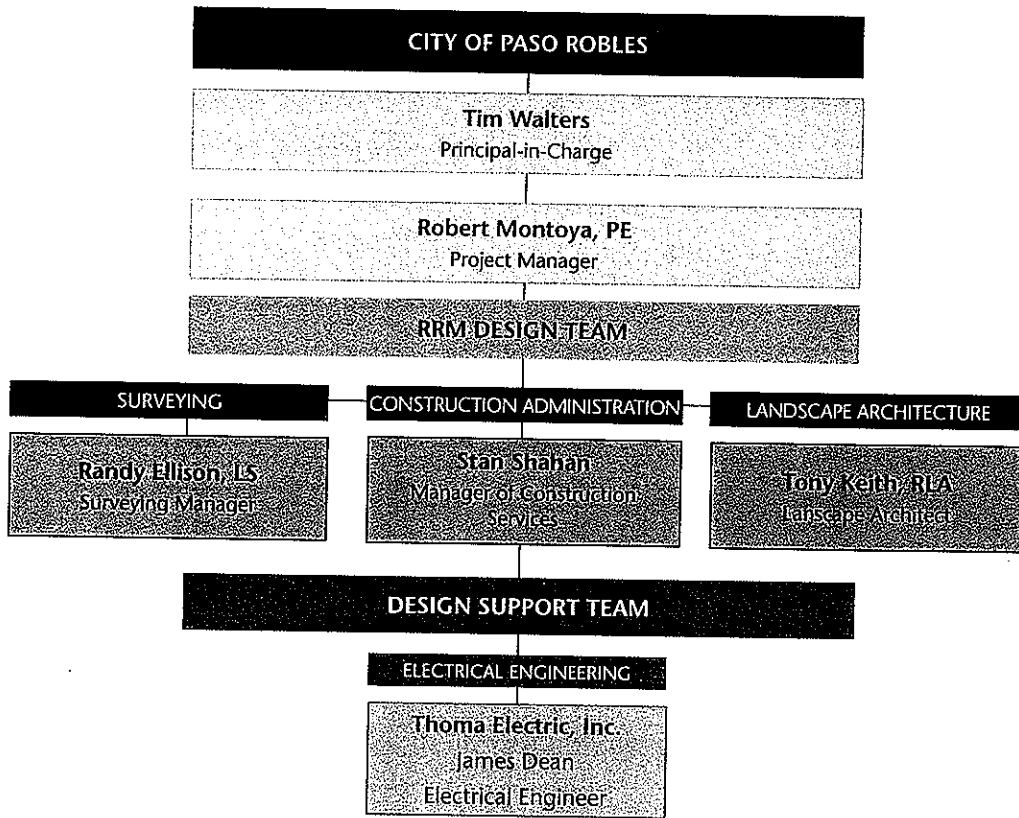
We enthusiastically submit our qualifications, and we hope that you find the information submitted interesting and informative. Please do not hesitate to contact us should you have any questions.

Sincerely,
RRM DESIGN GROUP



Tim Walters
Principal

Key Personnel Organizational Chart



PHASE ONE

Task S1: Topographic Mapping

We are proposing to survey and map both phases one and two at the same time as it will reduce our overall fee and can be completed more efficiently. Our project mapping area will include Riverside Avenue, between 21st and 24th Streets and on the south side of 24th Street east of Riverside Avenue. The vertical datum will be based on an official City benchmark provided to us by the client. RRM will perform the field work necessary for compiling a topographic map at a scale of 1"=40' showing contours at 1' intervals with planimetric features, including Streets, buildings, signs, walls, fences, power poles, street lights, walls and other visible features according to standard practice. The finished product will be available in digital format compatible with AutoCAD.

Task S2: Record Property Lines/title Research

This will include a limited boundary survey of the project area and surrounding area, compiling record right of way information and property line data for the streets within the project. This information will be incorporated into the digital base map. The base map will also show control data for the construction phase of the project.

Deliverables: Detailed Topographic Survey. Boundary and Utility Information provided in electronic format.

Task C1: Improvement Plans

Using the Topographic survey as the background RRM Design Group will prepare improvement plans for the Phase One Improvements. The Phase One improvements consist of improving the south side of Riverside Drive from 24th Street to 21st Street. We will provide improvement plans, details, and specifications required to accurately construct the improvements as requested by the city. We will coordinate with the Capital

Projects Engineer to determine the design parameters. We will coordinate PG&E regarding under grounding of the improvements. Improvements will be designed per The City of Paso Robles standards. We will be flexible to minor scope adjustments as required to meet the goals of the city. Include will be the following main items:

Surface Improvements:

- 1275 Lineal Feet of new 10 ft. wide sidewalk with ornamental light fixtures every 80 feet and street tree wells placed approximately every 40 feet.
- Re striping of the event center parking lot due to loss of 10 ft. strip of parking area.
- Remove and replace the two existing drive approaches in Riverside Ave.
- New Curb and gutter for portions without curb and gutter including the Oak Tree lot, property at the northwest corner of Riverside Ave and 21st street, city lift station site at the southwest corner of Riverside ave and 24th street.
- Two new drive approaches for the "Oak Tree Lot" and the property on the northwest corner of Riverside Ave. and 21st Street.
- A new 24 ft wide commercial driveway approach and a 12 ft wide commercial driveway approach for the Lift station site at the southwest corner of Riverside Ave. and 24th Street.
- Remove two existing Mulberry trees (and stumps) located just west of the crosswalk to the Event Centers Main Gate.
- Two new Handicap ramps for the Northwest corner of Riverside Ave and 21st Street and the southwest corner of Riverside Ave and 24th Street and one new mid block handicap ramp at the crosswalk leading to the main entrance of the event center.
- Remove existing traffic barriers on the Southwest Corner of Riverside Ave and 24th Street.
- Alt 1 for property on Northwest corner of Riverside Ave and 21st Street: Property is regarded to provide a smooth transition from the back of sidewalk to the interior of the lot.

Work Program

- Alt 2 for property on Northwest corner of Riverside Ave and 21st Street: New retaining wall and walkway are provided and the existing grade on-site remains unchanged.
- Removal and replacement of the existing pipe fences with new ornamental iron fencing along Riverside Ave. frontage. Fence details as requested by the city. *
- Two In-roadway signalized crosswalks. Details and number of in-roadway light fixtures as requested by the city*
- New Solar Powered Parking Lot Lighting for event center parking lot.*

Utility Improvements:

- A new drainage system to detain parking lot runoff in the northeast corner of the Event Center Parking Lot.
- Removal and replacement underground of the existing backflow prevention device on the oak tree lot
- Removal of existing streetlights and under grounding of overhead electric facilities along the same route per PG&E requirements.
- Remove the overhead power line and the transformer feeding the parking lot light in the northern half of the parking lot.
- Two new fire hydrants to be located 300 ft. north and south of the existing hydrant.

Deliverables: Approximately (6) Six Improvement Plan sheets at 24"x36". Approximately (2) separate improvement plan sheets at 24"x36" for each item noted with (*) asterisk for bidding purposes. Includes three city submittals at 50%, 90% and 100%.

Task C2: Specifications

RRM will prepare technical specifications (CSI Division 02 through 16 as applicable) based on The City of Paso Robles standard specifications. This scope assumes the City will prepare and provide all general provision specification sections related to this project.

Deliverables: Approximately one (1) hardcopy set of project specifications. One (1) CD of the project specifications in MS Word 2002 format.

Task C3: Cost Estimate

RRM Design Group will prepare one (1) Cost Estimate for items shown on the approved construction drawings. Items in the cost estimate will be used for preparing the bid schedule. The cost estimate will be based on City of Paso Robles Unit prices or the local jurisdiction unit prices.

Deliverables: Approximately one (1) set of project cost estimate at 8 1/2" X 11" prepared in MS Word 97 format and/or ms Excel format on CD-ROM

Task S3: Construction Staking

One set of curb stakes will include 3-foot offset to face of curb at 50-foot intervals on straight sections and 25-foot intervals on horizontal and vertical curves with cuts to top of curb. Curb staking will include the center of driveways and ramps. It will be the contractor's responsibility to determine proper driveway widths from the plans. For curb returns, delta/4 points will be provided. Unless otherwise noted, it is assumed that handicap ramps are at delta/2. A cut/fill grade will be provided to the intersection of flow lines in the spandrel. Separate cross-gutter and spandrel stakes will not be provided. Accuracy tolerance: Horizontal +/- 0.04 ft, Vertical +/- 0.04 ft.

PHASE TWO

Task C1: Improvement Plans

Using the Topographic survey as the background RRM Design Group will prepare improvement plans for the Phase Two Improvements. The Phase Two improvements consist of improving the south side of 24th Street from the existing Shell Gas station to the main entrance to the Fairgrounds We will

Work Program

provide detailed improvement plans and details required to construct the improvements as requested by the city. We will coordinate with the Capital Projects Engineer to determine the design parameters. The improvements include the following main items:

- 1350 Lineal Feet of 10 ft. wide sidewalk with ornamental light fixtures every 80 feet and street tree wells placed approximately every 40 feet.
- New curb & gutter for street frontages currently without curb and gutter.
- New handicap ramp at the southeast corner of Riverside and 24th Street
- New retaining wall to support the new sidewalk with ornamental fencing.
- Under grounding of existing overhead utilities.
- Remove and replace existing street lights with new ornamental streetlights.

Deliverables: Approximately (3) Three Improvement Plan sheets at 24"x36". Includes three city submittals at 50%, 90% and 100%.

Task C2: Specifications

RRM will prepare technical specifications (CSI Division 02 through 16 as applicable) based on The City of Paso Robles standard specifications. This scope assumes the City will prepare and provide all general provision specification sections related to this project.

Deliverables: Approximately one (1) hardcopy set of project specifications. One (1) CD of the project specifications in MS Word 2002 format.

Task C3: Cost Estimates

RRM Design Group will prepare one (1) Cost Estimate for items shown on the approved construction drawings. Items in the cost

estimate will be used for preparing the bid schedule. The cost estimate will be based on City of Paso Robles Unit prices or the local jurisdiction unit prices.

Task C4: Structural Wall Calculations and Details

RRM Design Group will prepare engineering calculations and details for the masonry retaining walls that will support the new sidewalk along 24th Street.

Task S3: Construction Staking

One set of curb stakes will include 3-foot offset to face of curb at 50-foot intervals on straight sections and 25-foot intervals on horizontal and vertical curves with cuts to top of curb. Curb staking will include the center of driveways and ramps. It will be the contractor's responsibility to determine proper driveway widths from the plans. For curb returns, delta/4 points will be provided. Unless otherwise noted, it is assumed that handicap ramps are at delta/2. A cut/fill grade will be provided to the intersection of flow lines in the spandrel. Separate cross-gutter and spandrel stakes will not be provided. Accuracy tolerance: Horizontal +/- 0.04 ft, Vertical +/- 0.04 ft.

One set of stakes for masonry retaining walls will be staked at 10-foot offset at major angle points and no greater than 50-foot intervals on straight sections. Cuts will be to top of footing. Accuracy tolerance: Horizontal +/-0.04 ft, Vertical +/-0.04 ft.

Deliverables: One Set of Project Construction Plans. Three Submittals are included at 50% 90% and 100%. Plans and documents provided in acceptable hard copy and electronic format.

Exclusions

It is our understanding that the City of San Luis Obispo or their agents will act as overall project manager and will be responsible for overall project management and coordination throughout the



Work Program

project. RRM Design Group will act as an extension of the City and we will provide a quality work product in a timely manner. We will respond quickly and efficiently to requests made by the City during the project cycle. It is our understanding that the city or their agent will be handling the following items:

- Overall Project Management and Coordination
- Obtaining Environmental Documents including US Army Core Permits, Fish and Game Permits, Regional Water Quality Control Board Permits, and other State or Federal Permits
- Completion of Staff Reports
- Paying of permit fees
- Project Bidding and Construction Management
- Construction Contract Preparation and Administration
- Project Inspections
- Tree Surveys or Arborist Reports
- Soils Engineering
- Structural Engineering
- Historic building Evaluations

Work Budget

Estimated Budget: Riverside Avenue/24th Street Sidewalks Project

| Tim Walters | Robert Montoya | Dan Parker-King | Tony Kleth | Stan Shahan |
|---------------------|-----------------|-----------------|---------------------|----------------------|
| Principal In Charge | Project Manager | Cad Designer | Landscape Architect | Construction Manager |
| 160 \$ per hour | 130 \$ per hour | 85 \$ per hour | 95 \$ per hour | 90 \$ per hour |
| 18 \$2,880 | 46 \$5,980 | 150 \$12,750 | 20 \$1,900 | 0 \$0 |

PHASE 1

| | |
|----------------------------------|-----------|
| Task C1 Improvement Plans | |
| | \$ 21,610 |
| Task Value | \$ 21,610 |

| | |
|-------------------------------|----------|
| Task C2 Specificaitons | |
| | \$ 3,500 |
| Task Value | \$ 3,500 |

| | |
|------------------------------|----------|
| Task C3 Cost Estimate | |
| | \$ 2,500 |
| Task Value | \$ 2,500 |

| | |
|-------------------|-----------|
| Task S1-S3 | |
| | \$ 18,000 |
| Task Value | \$ 18,000 |

| | |
|------------------------------------|------------------|
| Total Phase 1 Project Value | \$ 45,610 |
|------------------------------------|------------------|

PHASE 2

| | |
|----------------------------------|-----------|
| Task C1 Improvement Plans | |
| | \$ 15,925 |
| Task Value | \$ 15,925 |

| | |
|-------------------------------|----------|
| Task C2 Specificaitons | |
| | \$ 2,050 |
| Task Value | \$ 2,050 |

| | |
|------------------------------|----------|
| Task C3 Cost Estimate | |
| | \$ 2,500 |
| Task Value | \$ 2,500 |

| | |
|--|----------|
| Task C34 Structural Wall Calculations | |
| | \$ 5,550 |
| Task Value | \$ 5,550 |

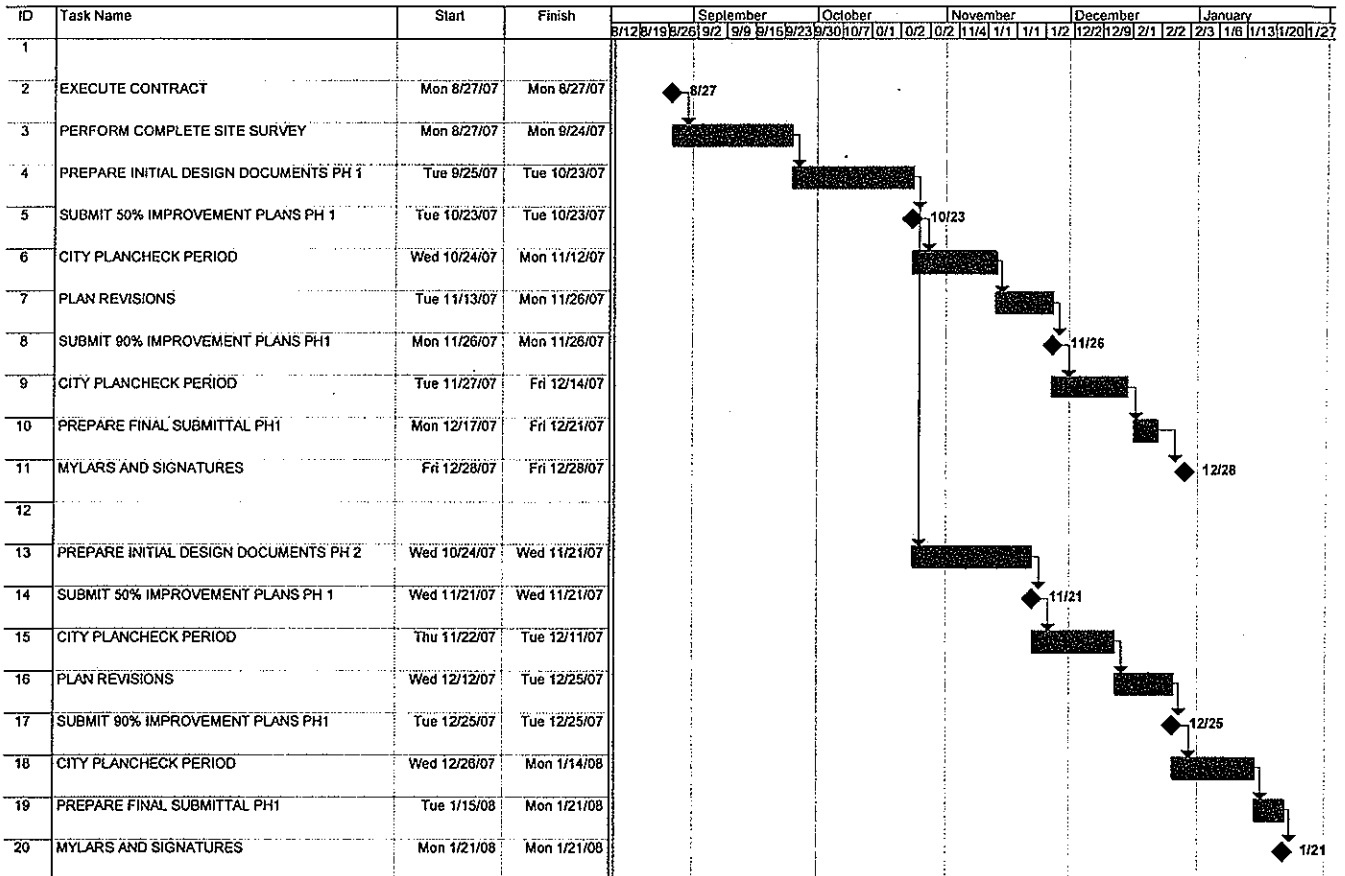
| | |
|----------------|----------|
| Task S3 | |
| | \$ 5,600 |
| Task Value | \$ 5,600 |

| | |
|------------------------------------|------------------|
| Total Phase 2 Project Value | \$ 31,625 |
|------------------------------------|------------------|

| | |
|------------------------------------|------------------|
| Total Phase 2 Project Value | \$ 77,235 |
|------------------------------------|------------------|

| | | | | | |
|------------|------------|-------------|----------|------------|-------|
| 0 \$0 | 6 \$780 | 32 \$2,720 | 0 \$0 | 0 \$0 | 0 \$0 |
| 0 \$0 | 4 \$520 | 0 \$0 | 0 \$0 | 22 \$1,980 | |
| 0 \$0 | 0 \$0 | 0 \$0 | 0 \$0 | 0 \$0 | 0 \$0 |
| 10 \$1,600 | 35 \$4,550 | 115 \$9,775 | 10 \$950 | 0 \$0 | 0 \$0 |
| 0 \$0 | 4 \$520 | 18 \$1,530 | 0 \$0 | 0 \$0 | 0 \$0 |
| 0 \$0 | 4 \$520 | 0 \$0 | 0 \$0 | 22 \$1,980 | |
| 0 \$0 | 10 \$1,300 | 50 \$4,250 | 0 \$0 | 0 \$0 | 0 \$0 |
| 0 \$0 | 0 \$0 | 0 \$0 | 0 \$0 | 0 \$0 | 0 \$0 |

Schedule



RESOLUTION NO. 07-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES
AUTHORIZING THE CITY MANAGER TO SIGN A CONSULTANT SERVICES AGREEMENT
WITH RRM DESIGN GROUP FOR DESIGN OF SIDEWALKS AND RELATED IMPROVEMENTS
IN RIVERSIDE AVENUE AND 24TH STREETS

WHEREAS, the City Council has allocated a total of almost \$189,000 in Workforce Housing Reward Grant (WFHR) and Community Development Block Grant (CDBG) Funds for the design and construction of sidewalks and related improvements on the west side of Riverside Avenue, between 21st and 24th Streets and on the south side of 24th Street, along the Paso Robles Event Center’s (PREC) frontage (“the Project”); and

WHEREAS, the related improvements include decorative street lights, street trees, new retaining walls on PREC property, drainage improvements to the PREC Parking Lot, solar-powered lighting for the PREC Parking Lot, 2 LED-Lighted crosswalks (at the main and 21st Street entrances to the PREC), ornamental iron fencing at the PREC parking lot (to replace the pipe fencing), and landscaping along the 24th Street frontage of the PREC (between the retaining wall and the sidewalk); and

WHEREAS, in July 2007, the City solicited proposals for the Project and, on August 13, 2007 received five proposals as follows (engineering firm and price):

| | |
|--------------------------|----------------|
| RTC (Russ Thompson)..... | \$ 70,300 |
| RRM Design Group | \$ 77,235 |
| Cannon Associates..... | \$141,480 |
| Rick Engineering..... | \$152,790 |
| Penfield & Smith..... | \$168,000; and |

WHEREAS, of the five proposals received, only RRM Design Group’s and Cannon Associates’ exhibited a sufficient level of understanding of the City’s desires and general approach to the project; and

WHEREAS, at the request of the City, RRM Design Group has agreed to expand the scope of work to include the items listed below for the prices indicated:

- Prepare a landscaping plan for the area along 24th Street between the sidewalk and the retaining wall (3 submittals)..... \$17,760
- Design a drive approach at the Livestock Gate..... \$ 1,200
- Prepare plans for demolition of existing wall and protection of existing buildings at PREC..... \$ 1,600
- Construction administration (responses to Requests for Information and preparation of “as-built” plans) \$10,000

The above three additions to the scope would increase RRM Design Group’s total price from \$77,235 to \$107,795; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of El Paso de Robles as follows:

SECTION 1 To engage the professional services of RRM Design Group to prepare construction plans, specifications, a cost estimate, and “as-built” plans for

SECTION 2 To authorize the City Manager to sign a consultant services agreement with RRM Design Group in the amount not-to-exceed \$108,000, on behalf of the City.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 18th day of September 2007 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Frank R. Mecham, Mayor

ATTEST:

Deborah D. Robinson, Deputy City Clerk