

TO: James L. App, City Manager
FROM: Doug Monn, Public Works Director
SUBJECT: Award Contract to Prepare a Comprehensive Topographic Survey of Downtown City Park
DATE: May 17, 2011

NEEDS: For City Council to consider awarding a contract to CTA Engineering and Surveying to perform a comprehensive topographic and underground survey of the Downtown City Park.

FACTS:

1. On September 7, 2010, City Council made findings that the existing restroom facilities located west of the Carnegie Library are inadequate and obsolete and need to be replaced.
2. On March 1, 2011, City Council awarded a contract to an architectural firm to provide design services to replace the restroom.
3. As part of the project, the City has the opportunity to prepare a comprehensive topography of City Park to locate all above ground structures (street lights, trees, fountains, etc.) and underground structures (irrigation, valves, light conduits, drain lines, etc.). This comprehensive topo would be useful as the City embarks on preparation of a master plan for the downtown park as recommended in the Uptown/Downtown Specific Plan.
4. Mapping of the underground utilities would preclude their damage during construction of the restroom in addition to construction of future projects and/or reforestation of the park.
5. On February 2, 2011, the City issued a Request for Proposal (RFP) to several firms for the topography survey work.
6. The City received nine responses with fees ranging from \$14,808 to \$35,129:

Above Grade Engineering	North Coast Engineering
CTA Engineering & Surveying	Penfield and Smith
J.O. Nelson	Volbrecht
KDM Meridian	Wallace Group
MBS Land Surveys	

ANALYSIS & CONCLUSION: Staff reviewed all the proposals and determined that the one submitted by CTA Engineering and Surveying provided the best response to the City's request.

As an alternative, City Council may choose to postpone preparation of the comprehensive topography and only perform the work needed for the project to upgrade the restroom. If so, the fee for the reduced scope is estimated to be \$5,000 to \$8,000.

POLICY REFERENCE: Redevelopment Agency Resolution No. 11-003 which adopted a budget for the Downtown City Park project.

**FISCAL
IMPACT:**

RA Resolution 11-003 was adopted by the Redevelopment Agency on March 1, 2011. The resolution established a budget of \$600,000 for the restroom project.

OPTIONS:

- a. Adopt Resolution No. 11-xx authorizing the City Manager to enter into a contract with CTA Engineering and Surveying in the amount of \$14,808 to perform a comprehensive topographic survey of the Downtown City Park.
- b. Direct staff to reduce the scope of work and fee for the topographic survey to that which is needed for the restroom project only.
- c. Amend, modify, or reject the above option.

Prepared by:

Ditas Esperanza, P.E., Capital Projects Engineer

Attachments:

- 1) Resolution
- 2) CTA Proposal

RESOLUTION NO. 11-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES
AUTHORIZING A CONTRACT FOR TOPOGRAPHIC SERVICES
FOR THE DOWNTOWN CITY PARK

WHEREAS, on September 7, 2010, City Council made findings that the existing restroom facilities located west of the Carnegie Library are inadequate and obsolete and need to be replaced; and

WHEREAS, on March 1, 2011, City Council awarded a contract to an architectural firm to provide design services to replace the restroom; and

WHEREAS, as part of the project, the City needs to prepare a comprehensive topography of City Park to locate all above ground and underground structures; and

WHEREAS, on February 2, 2011, the City issued a Request for Proposal (RFP) to several firms for the topography survey work, and received nine proposals in response, ranging from \$14,808 to \$35,129; and

WHEREAS, staff reviewed the proposals and determined that the one submitted by CTA Engineering and Surveying provided the best response to the City's request; and

WHEREAS, a budget of \$600,000 for the restroom project was established by Redevelopment Agency Resolution No. 11-003; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The City Council of the City of El Paso de Robles does hereby authorize execution of a contract with CTA Engineering and Surveying in the amount of \$14,808 to perform a comprehensive topographic and underground survey of the Downtown City Park, and authorizes the City Manager to sign the contract.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 17th day of May, 2011, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Duane Picanco, Mayor

Caryn Jackson, Deputy City Clerk

March 16, 2011

RECEIVED

MAR 17 2011

Paso Robles

City of Paso Robles
Attn: Ms. Ditas Esperanza, P.E.
Capital Projects Engineer
1000 Spring Street
Paso Robles, CA 93446

RE: PROPOSAL - TOPOGRAPHIC SURVEY FOR THE DOWNTOWN CITY PARK

Dear Ms. Esperanza:

CTA Engineering & Surveying (CTA) is pleased to submit the enclosed proposal of topographic surveying services for the City's review and consideration.

Incorporated in 1979, CTA has extensive experience designing, mapping, and processing public works projects. We offer a full range of professional services including civil engineering design, land surveying, and computer aided drafting and design. Over the past five years, we have maintained between 12 and 28 full time employees including four licensed civil engineers, four licensed land surveyors and a staff of designers, drafters, and project administrators. We employ up to five field survey crews depending upon design and construction demand. While our technical expertise is the basis of our services, our proactive project management skills are what ensure our projects are successfully delivered on schedule and within budget. We understand the varying level of public sensitivity, confidentiality, and professionalism required to successfully complete public works projects.

Enclosed are our firm's qualifications and representative project information which demonstrate the capability of our staff and depth of our experience. Mr. Brian Allen, Vice President and Principal representing CTA, is authorized to execute agreements on behalf of CTA and can be reached at the address and phone number below.

The pricing within our proposal is valid for 60 days from March 25, 2011. At the request of the City of Paso Robles, our pricing can be extended beyond 60 days.

We appreciate your consideration of our proposal and look forward to the opportunity to provide topographic surveying services for the City of Paso Robles. Should you have any questions pertaining to the information contained herein, please do not hesitate to contact us at (916) 638-0919. We look forward to the opportunity to join your team!

Sincerely,

CTA Engineering and Surveying



Brian M. Allen, P.E., Vice President

BMA:AB/ab

Corporate Profile

CTA Engineering & Surveying (CTA) is a full service civil engineering and land surveying firm with extensive experience in the successful design, permitting, and construction of numerous public and private sector projects throughout Northern California. CTA is a certified small business enterprise (#0041057) and has provided civil engineering and surveying services since 1979. CTA understands the time and monetary constraints associated with designing and constructing new projects; as such, we strive to provide our clients with comprehensive engineering and land surveying scope at the best value.

Qualification Statement

Our ability to develop proactive working relationships makes CTA an excellent choice for performing topographic surveying on behalf of the City of Paso Robles and a complementary extension of the City staff. CTA has provided topographic and mapping services in conjunction with public agencies on similar projects throughout Northern California.

Team Member Qualifications

CTA enjoys continued success under the guidance and leadership of its four principals, consisting of two licensed civil engineers and two licensed land surveyors. Combined, they offer over 100 years experience of successfully completing multi-faceted and complex civil engineering and land surveying projects. The four principals have identified and assembled a team of highly motivated engineers and surveyors, working together to deliver a superior product on time and within budget.

Our team includes four licensed civil engineers, three licensed land surveyors, design engineers, field surveyors, and AUTOCAD draftsmen. A brief summary of the qualifications and experience of the assigned City of Paso Robles project team is provided below. Please see the appendix for individual resumes with further information related to specific project experience.

David R. Crosariol, R.C.E. 34520

David joined CTA in 1987 with 9 years of experience in heavy civil construction. Over the past 21 years, he has designed and managed numerous public and private projects throughout Northern California, particularly in the foothill regions of Placer, El Dorado, and Amador counties. As Principal Engineer, David draws on his extensive civil engineering experience and sound management skills ensuring the successful completion of projects delivered on time and within budget.

Brian M. Allen, P.E. 60764

Brian has over 11 years of experience designing major infrastructure projects, including roadway and utilities, for large master planned communities throughout Northern California particularly in Placer County. Brian's project experience includes Twelve Bridges Drive Widening (Lincoln), Ferrari Ranch Road Improvements (Lincoln), Fairway Drive East (Roseville), and Woodcreek Oaks Boulevard Widening (Roseville). During Brian's six years of service with CTA, he has proved himself to be an invaluable asset in the design and management of major transportation and infrastructure projects throughout Northern California.

Kevin A. Heeney, P.L.S. 5914

Kevin has over 28 years of experience successfully completing a wide range of land surveying and base mapping projects. During his 13 years with CTA, Kevin has acted as project surveyor on numerous public works projects including Parks, pipelines for PCWA, sewer interceptors and pump stations for the Lower Northwest Interceptor, Upper Northwest Interceptor, Bradshaw Interceptor, South Interceptor and Mather Interceptor for Sacramento Regional County Sanitation District, Highway 50 and East Bidwell Interchange project in Folsom, State Route 275 in West Sacramento, and Levee Improvements along the Yuba and Feather Rivers for the Three Rivers Levee Improvement Authority. He was also the project surveyor for the base mapping and boundary survey for the University of California Merced Campus. He has a good working knowledge of land use planning and



Capital Improvement Projects having served on the City of Dixon Planning Commission for over 11 years. Kevin's ability to identify obstacles early, coupled with his proactive project management skills, ensures the timely completion of projects.

Edgar D. Brown, P.L.S. 5405

Ed has over 30 years experience in aerial control surveys, engineering design surveys, boundary recovery, construction staking, topographic surveying, boundary analysis, survey computations, drafting and plan checking. During his 27 years with CTA, Ed has acted as chief surveyor on various public works projects including roadways, freeway overpasses, and pipelines.

Aaron S. Brusatori, P.E. 64384

Aaron has over 11 years of experience in processing and managing a diverse range of projects from inception through final acceptance. Aaron oversees the successful completion of due diligence research, feasibility analysis and engineer of record on projects designed for public agencies. He has recently completed the Sutter Hill Transit Center for the Amador County Transportation Commission, Peer review on the Napa Park and Ride, and the design of roadway and water main upgrades for the El Dorado Irrigation District.

Conflict of Interest

CTA does not have financial interest or relationships with clients or contractors that would present a Conflict of Interest with the services provided for in this proposal.

Work Program

CTA will conduct a phone meeting with City Staff to determine optimal times to perform survey activities to avoid scheduled park events. CTA will provide a map of underground service alert (USA) limits and request City Staff to paint the limits around the park and then phone USA to locate and mark the utilities that are members of the USA system. CTA will dispatch a survey crew and a Ground Penetrating Radar (GPR) crew. The GPR crew will locate underground utilities that are not members of the USA system which include irrigation lines, sprinklers, irrigation pop-ups and electrical services. Concurrently, the survey crew will collect data as outlined in the ALTA/ACSM Land Survey Check List and the items included in Section C of the Request for Proposals.

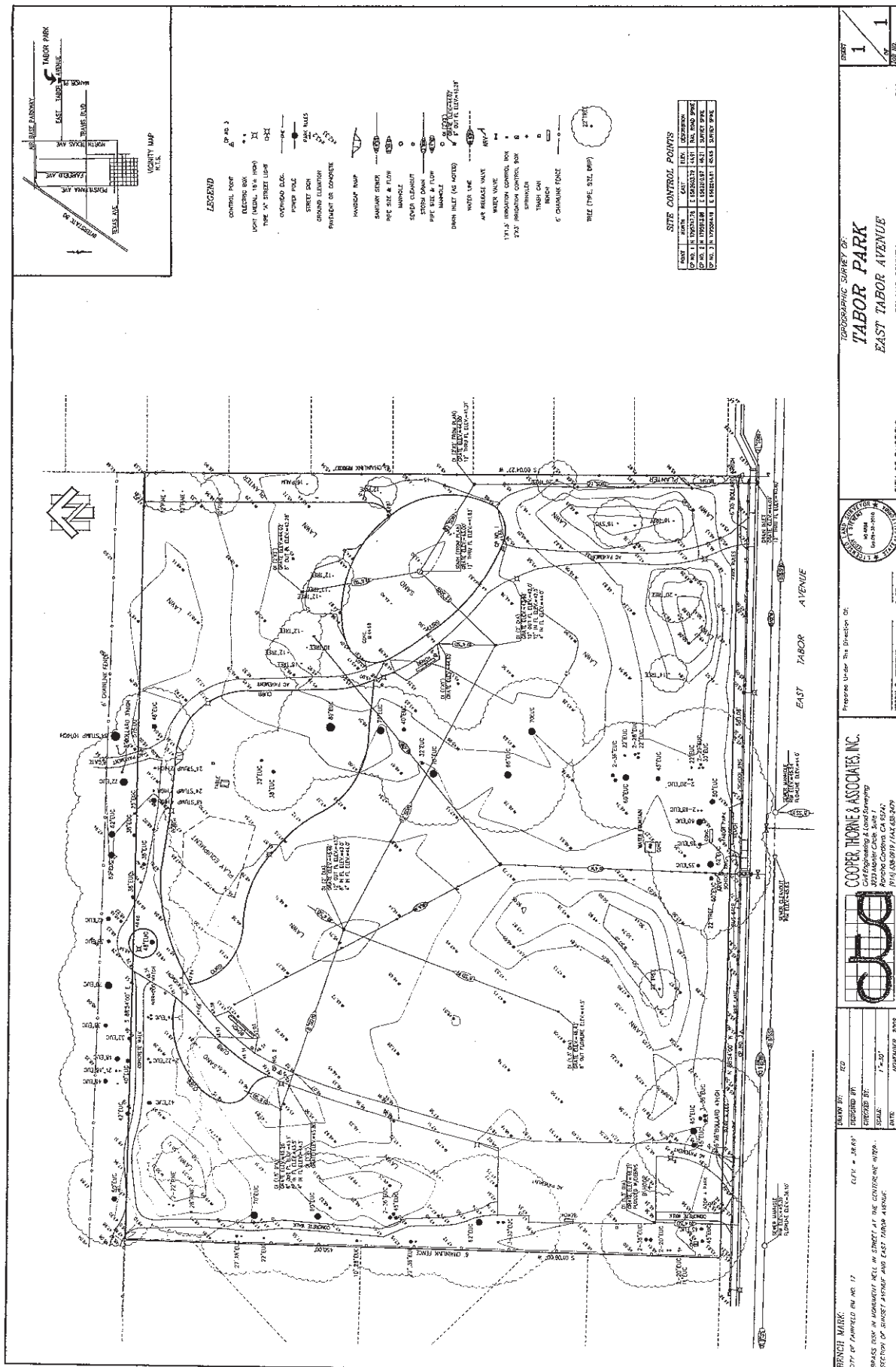
The field data will be transferred to our office surveyor for processing. The data will be edited to produce a digital topographic map organized with layer control. The topographic map will be reviewed and stamped by our professional surveyor to verify the preparation is consistent with ALTA/ACSM and the contracted scope of work.

The topographic map will be submitted to the City of Paso Robles in the following formats:

1. CD containing a PDF copy of the wet-signed topographic map – full scale and 11x17 reduction
2. Three full size wet-signed copies of the topographic map
3. Three dimensional AutoCAD format. The dwg file will include layer control, bench marks, and 'to-scale' blocks.



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TOPOGRAPHIC SURVEY OF
TABOR PARK
EAST TABOR AVENUE
SILAND COUNTY

CITY OF FAIRFIELD

DATE 11/15/11 **BY** J. J. JONES

SCALE 1" = 40'

MAPSHEET NO. 200

BRANCH MARK
 CITY OF FAIRFIELD MAP NO. 17
 BRASS TOW IN MONUMENT WELL IN STREET AT THE CENTERLINE INTERSECTION OF SUNSET AVENUE AND EAST TABOR AVENUE

COOPER, THORNE & ASSOCIATES, INC.
 Civil Engineering & Land Surveying
 2020 Alameda Circle, Suite 1
 Fairfield, CA 94504
 (925) 428-1200

PREPARED UNDER THE DIRECTION OF:
JOSEPH P. STUBBS

DATE 11/15/11