



Council Agenda Report

From: Ditas Esperanza, Capital Projects Engineer

Subject: Design Services to Develop Pedestrian Access Improvements along 13th Street from Park to Pine

Date: December 20, 2016

Facts

1. The intersections of Pine at 13th and Park at 13th have been topics of concern and discussion with regards to pedestrian access and safety.
2. On November 17, 2015, the City Council directed staff to use Community Development Block Grant (CDBG) funds, in the amount of \$126,000, to upgrade four curb ramps at 13th and Pine and three curb ramps at 13th and Park to comply with ADA design standards. The CDBG Funds may be used only to upgrade the curb ramps, and cannot be used for the pedestrian flashing pole lights. Council directed staff to find ways to address these other improvements.
3. In July 2016, San Luis Obispo Council of Governments (SLOCOG), notified the City that an Urban State Highway Act (USHA) Grant was available, in the amount of \$120,000. This Grant can be used to perform a comprehensive review of the 13th Street Corridor, between Pine and Park. Goals of the review include integrating better the north and south sides of 13th Street. Design features that can be considered include installing push button flashing pedestrian signs and painted crosswalks at Pine and Park.
4. In addition, the Park at 13th intersection has storm water drainage issues. Further, the corridor needs to be evaluated for adequate street lighting, as well as evaluating the existing brick planters at Park Street, as it relates to ADA Accessibility. Options for correcting the deficiencies need to be analyzed, as they may impact the pedestrian solutions.
5. San Luis Obispo Council of Governments (SLOCOG) has accepted the City's application to use the Urban State Highway Act (USHA) Grant towards the 13th Street from Park to Pine Pedestrian Improvements Project. The Grant will be the funding source to prepare a comprehensive review of the corridor.
6. Wallace Group (Brandon Medeiros), has submitted a "Scope of Work" and a fee proposal of \$79,984 to assist staff in preparing the comprehensive review of the corridor.

Options

1. Do nothing;
2. Proceed with curb ramp upgrades only (four at Pine, and three at Park), using CDBG funds.
3. Prepare a comprehensive review of the corridor using the services provided by Wallace Group.
4. Amend, modify, or reject the above option.

Analysis and Conclusions

1. The CDBG Grant may be used only to upgrade curb ramps. The Grant cannot be used to fund pedestrian flashing pole lights, improve drainage issues, or pedestrian enhancements. However, upgrading the curb ramps should not be undertaken until the broader design issues have been addressed, to ensure that work does not need to be redone.

2. As noted, the City has a USHA Grant (\$120,000), that may be used to prepare a comprehensive review of the corridor (\$79,984). The remaining funds would be available to include pedestrian crossing flashing lights and/or address drainage issues at Park and 13th.

Fiscal Impact

The \$120,000 USHA Grant would be used for this project.

Recommendation

1. Authorize the City Manager to enter into an agreement with the Wallace Group in the amount of \$79,984, to assist in conducting a review of pedestrian safety, storm drainage, and related issues along 13th Street in the area of Park and Pine Avenues, and authorize the City Manager and City Attorney to make any minor adjustments in the contract that arise, consistent with the goals and direction of the Council.
2. Approve a Budget Appropriation Request to use an Urban State Highway Act (USHA) Grant in the amount of \$120,000, to be used for designing and installing pedestrian, storm drainage, and related improvements along 13th Street between Pine and Park,

Attachments

1. Budget Appropriation Request
2. Scope of Work from Wallace Group

November 9, 2016

Ditas Esperanza
City of Paso Robles
1000 Spring Street
Paso Robles, California 93446

Subject: 13th Street Streetscape Enhancement

Dear Ms. Esperanza:

Wallace Group appreciates the opportunity to provide you with our proposal for professional consulting services for the above referenced project. Based on our discussion on site October 25, 2016, the following Scope of Services has been prepared for your consideration:

PROJECT UNDERSTANDING

The City of Paso Robles received an Urban State Highway Account (USHA) Grant to improve pedestrian access and streetscape enhancement along the 13th Street corridor between Pine and Park Street. The City requested design services to prepare conceptual streetscape design alternatives, preliminary plans and cost estimates. Once prepared, Wallace Group will present the design alternatives to City Council for approval and authorization to proceed. The concept design phase limits of work include 13th Street corridor between Pine and Park Street intersections.

Following City Council approval of the concept design, Wallace Group will prepare construction documents for the streetscape improvements at the intersections of Pine Street/13th Street and Park Street/13th Street. Streetscape design may include hardscape enhancements, sidewalk and curb ramp upgrades to meet ADA requirements, site furnishings, street trees, landscape planters, decorative lights, and pedestrian push-button flashing sign lights (not in-ground lights) at the crosswalks at Pine and Park Streets.

Wallace Group will team with Thoma Electric to perform a review of the existing lighting illumination at the project intersections during the concept design phase. They will provide a report of the conditions and proposed lighting improvements for safety and character enhancements. During the construction document phase, Thoma Electric will provide plans for pedestrian push-button flashing sign lights at the crosswalks at Pine and Park Streets and electrical service for irrigation controller. If requested, Thoma will provide electrical design for pedestrian scale lighting along 13th Street as an Optional Task.

SCOPE OF SERVICES

Task 1 - Project Management and Meetings

Task 1.1: Project Management

This task comprises internal and external coordination, quality control efforts, and meeting support. We have allocated twenty-four (24) hours for project coordination to ensure the efficient and timely delivery of the following tasks throughout the project duration. Time also includes coordination with subconsultants. This task also includes project set up, preparing monthly invoicing and progress reports.



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Task 1.2: Project Team Meetings and Data Collection

It is anticipated Wallace Group will attend two (2) meetings with City staff in Paso Robles. We have budgeted 2 hours per meeting. Meetings will include one (1) project manager and one (1) civil engineer. Wallace Group will prepare an agenda for the meeting and follow up with relevant notes and action items.

The project team presumes the City will gather and provide existing survey control information, utility atlas maps, any available as-builts, as-bid data and other relevant information to the project team.

Task 1.3: City Council Meeting/Presentation

Wallace Group will prepare for and attend one (1) City Council meeting to present the conceptual streetscape design alternatives and preliminary cost estimates to City Council for approval and authorization to proceed. We have allocated twelve (12) hours for the preparation of presentation exhibits and PowerPoint presentation.

Task 1.4: Quality Assurance/Quality Control

Quality Assurance/Quality Control (QA/QC) is an important part of all of our work products. Prior to making submittals, the packages will undergo a QC review. This review process is a critical component of a successful project and will ensure that the project team delivers a fully developed and cohesive product to the City.

Task 1 Deliverables:

- Up to two (2) staff project team meetings
- Prepare and Distribute Meeting Agendas and Notes
- One (1) PowerPoint presentation
- Attend (1) City Council meeting

Task 2: Topographic Survey

Task 2.1: Topographic Survey

Wallace Group will perform a topographic and record Right of Way survey in support of the design of the proposed streetscape improvements. The area will be mapped at a one-foot contour interval and will include major features such as pavement markings, sidewalk, curb, flow line, and lip of gutter, concrete flatwork, grade breaks; visible survey monuments based on a search of County Surveyor index; power poles, fire hydrants, water valves, public utility boxes and vaults, manholes, rim elevation and inverts, drop inlets, catch basins, approximate pipe sizes and direction of pipe, paint markings which indicate the presence of underground utilities, and other utilities; parking meters, driveways, walls, railings; trees 4-inch in diameter and greater and other items according to standard practice.

The survey effort will include locating sufficient monuments to plot the portions of the record Right of Way lines of 13th, Park and Pine Street adjacent to the project area. At the intersections of 13th and Park and 13th and Pine the mapping will be collected with the intent to use for ADA design. This includes the area of the sidewalk, roadway and back of walk within eight (8) feet of the sidewalk for a distance of 25 five feet from the curb returns. In this area, cross sections will be collected at an interval of every eight (8) feet. The area to be collected the ADA design level of detail is shown shaded blue on the attached Exhibit 1.

The portion of mapping that is not within the above area will be collected at a one foot contour interval with cross sections at an approximate interval of every 25 feet and this area is shaded green on Exhibit 1.



EXHIBIT 1 - Survey Limits of Work

Task 2.2: Base Map

The topographic mapping of Task 2.1 will be compiled into an AutoCAD Civil 3D survey base map which will serve as the basis for the design for the project. The horizontal and vertical datums will be based upon the California State Plane Coordinate System of 1983, Zone 5 and the North American Vertical Datum of 1988, respectively.

The fee for the Task 2 has been broken into two separate components, one for the ADA level of mapping and one for the area outside of the ADA mapping that applies to the sidewalks on 13th Street between Park and Pine Streets. This fee splits assumes that both items would be authorized and the field work accomplished at the same time.

Task 2 Deliverables:

- Topographic Map in PDF format via email and one (1) electronic file (CAD format)

Task 3: Conceptual Streetscape Plan Alternatives

Task 3.1: Conceptual Streetscape Plan Alternatives

Wallace Group will prepare up to two (2) concept streetscape plan alternatives for review and comment by City Staff. The concept design phase limits of work include 13th Street corridor between Pine and Park Street intersections. The final concept streetscape plan alternatives will be submitted and presented to the City Council for approval. Once approved, it is anticipated that the streetscape design and program elements are set. Changes to the streetscape design and program that require additional design work may result in the need for a Change Order.



The concept streetscape plan alternatives will address design issues such as:

- Improve the connectivity of streetscape program elements, parking areas, driveways and adjacent facilities
- Design sidewalk and curb ramp upgrades to meet current PROWAG ADA guidelines
- Develop the design layout of the pedestrian circulation, sidewalks, ramps and crosswalks
- Select site furnishings that include benches, trash receptacles, planters and bike racks
- Develop a drought tolerant and low maintenance plant palette
- Identify location of the water point of connection and electrical service for irrigation controller
- Perform a review of the existing lighting illumination at the project intersections during the concept design phase. Provide a report of the conditions and proposed lighting improvements for safety and character enhancements.
- Prepare preliminary cost estimates for the concept streetscape plan alternatives for City staff consideration

Task 3 Deliverables:

- Two (2) concept streetscape plan alternatives and imagery exhibits

Task 4: Draft Plans, Specifications and Estimate (50% Submittal)

Following City Council approval of the concept design, Wallace Group will commence with the preparation of 50% design level draft plans, specifications, and an Engineer's Opinion of Probable Construction Cost for the streetscape improvements at the intersections of Pine Street/13th Street and Park Street/13th Street. The approximate limits of work for construction documents are shaded in blue on the attached Exhibit 2.

Please Note: We have excluded streetscape enhancement improvements along 13th Street sidewalks between Pine and Park Street intersections (shown in green on the attached Exhibit 2) from the construction document phase for project budget purposes. If requested, we can develop a scope and fee after City Council approval of the concept design and a refined design direction in this area.



EXHIBIT 2 - Plans, Specifications, Estimates Limits of Work



Task 4.1: 50% Draft Design Plans

The project team will further develop the project design and develop the relevant design plan sheets. The design plan set is expected to include a title sheet, general notes sheet, construction survey control sheet, removal and demolition sheet, construction layout and profile sheets, hardscape and streetscape enhancements, signage and pavement delineation, planting and irrigation, electrical engineering plans, and construction details sheets(s). If additional enhancements become included during the design process, we will approach the City to discuss a change in scope. Hardscape improvements will be from the face of existing buildings (Property Line). Our scope does not include revisions to existing entrances into buildings.

We assume the project will have to conform to the Central Coast Post Construction Stormwater Requirements but only under Performance Requirement No. 1 and that no LID or permanent stormwater quality measures will be necessary.

It is anticipated that the existing drainage structures and the historic flow patterns along 13th, Pine and Park Streets will remain unchanged. Our Scope of Services assumes that the grades of 13th, Pine and Park Streets will not be modified and no new drainage inlets or storm drain pipes will be required.

There are existing utility facilities within the project area. We will coordinate with the utility companies during the project to determine the location of their facilities. Our scope assumes that utility conflicts can be avoided and no relocation of utility facilities will be required. There may be a need for adjustments to existing valves, boxes, and covers to grade. As part of our utility coordination work we will prepare utility "A" letters requesting atlas maps and/or as-built information from nearby utility companies. During PS&E we will send utility "B" letters to those utility companies that will be impacted by this project and request action as appropriate. We assume the City will perform all follow up work with the utility companies for utility relocation or services requests. Thoma Electric will provide plans for pedestrian push-button flashing sign lights (not in-ground lights) at the crosswalks at Pine and Park Streets and electrical service for irrigation controller.

The streetscape improvements will include modifications to the intersection of 13th Street and Park and 13th Street and Pine. All eight (8) curb ramps will be reconstructed to meet ADA guidelines. The northeast curb at the intersection of 13th Street and Park is assumed to meet ADA guidelines and may not require modification or reconstruction, but we will review the existing raised hardscape section that has been identified as a pedestrian safety issue.

Task 4.2: 50% Draft Specifications

Edited construction specifications will be produced based on applicable City and State standards, details, and specifications as appropriate and will be formatted per Caltrans 2010 Construction Contract Specification format. Technical special provisions for a Contractor prepared Water Pollution Control Plan will be included, if necessary. We anticipate that the City will prepare boiler plate or front end documents. Our scope does not include assembly of the project specifications, notice to contractor or bid documents.

Task 4.3: 50% Draft Quantity Calculations and Engineer's Opinion of Probable Construction Costs

Quantity calculations will be generated based on the draft 50% design. Relevant unit bid information will be acquired from the County and State's "As-Bid" data bases and adjusted as needed to accurately represent anticipated project costs. Based on this information a Draft Engineer's Opinion of Probable Construction Costs will be generated and submitted to the City for review. We have assumed that additive or alternative bid items will not be required.



Task 4 Deliverables:

- Draft 50% Design Plans (11x17 PDF and three (3) hard copies) - anticipated sheets as listed in task
- Draft 50% Specifications (PDF and three (3) hard copies)
- Draft 50% Engineer's Opinion of Probable Construction Costs (PDF and three (3) hard copies)

Task 5: Draft Final Plans, Specifications and Estimate (95% Submittal)

At the beginning of this task, we anticipate receiving written direction and one (1) set of combined and coordinated comments on the deliverables submitted in the previous task, and that the comments would not substantively change the direction of the design at this stage. We will formalize our understanding of the City's feedback and verify comments have been addressed using our Comment Resolution form as we proceed with preparations of the 95% construction document submittal.

Task 5.1: Draft Final Design Review, Roadway Design and Sheet Development

Wallace Group will coordinate, attend, and provide notes on the Draft (50%) submittal review meeting with City staff. The design will proceed based upon the comments and direction received. It is anticipated that comments will be relatively minor and adjustments to the approved configuration will not be required at this stage of design. The project design and plans will be finalized and further developed with relevant details, notes and pay item callouts. Upon completion, the plan sheets will be delivered to the City for review.

Task 5.2: Draft Final Technical Specifications

Wallace Group will further refine the construction specifications based on City feedback, project development, and applicable State and City standards as appropriate. The specifications will be formatted per Caltrans 2010 Construction Contract Specification format. We anticipate that the City will prepare boiler plate documents.

Task 5.3: Draft Final Engineer's Opinion of Probable Construction Costs

Revised quantities and bid prices will be reviewed and re-calculated following the completion of final site layout and design. The Engineer's Opinion of Probable Construction Costs and bid sheet will be delivered to the City for budgeting and bidding purposes.

Task 5 Deliverables:

- Meeting attendance, agenda, and notes for Submittal Review meeting
- Draft Final 95% Plans (11x17 PDF and three (3) hard copies)
- Draft Final 95% Specifications (word file and three (3) hard copies)
- Draft Final 95% Engineer's Opinion of Probable Construction Costs (excel and three (3) hard copies)

Task 6: 100% Final Plan Check/Bid Documents

Task 6.1: 100% Final Plan Check/Bid Documents

Based upon the City's review of the Draft Final Plans, Specifications and Estimate (95% Submittal) submitted in Task 5. The Wallace Group design team will respond to one (1) set of combined and coordinated set of comments and revise the bid documents, only minor modifications are expected at this stage of the project. Following these revisions the bid documents will be stamped, sealed, and presented to the City for advertisement for construction.

Task 6 Deliverables:

- 100% Final stamped and signed Plans (22x34 PDF and three (3) hard copies)
- 100% Final Specifications stamped and signed (word, PDF and three (3) hard copies)
- 100% Final Engineer's Opinion of Probable Construction Costs (excel, PDF and three (3) hard copies)



TO BE PROVIDED BY THE CLIENT

- A Project Manager who will guide the City's and Community's interests, and carry forward recommended project scoping and details to the Consultant.
- Preliminary Title Report(s) and copies of the exception documents.
- Permission to access the properties from the Owner(s) of the adjacent parcels.
- Available Traffic data/report.
- Environmental support information/conditions.
- Available Utility Atlas Maps, Utility Contact Information and sample Utility Agreements
- 13th Street/Park/Pine Storm Drain as-builts
- 13th Street/Park Street north-east corner ramp as-builts
- Relevant As-Bid Data.
- Prepare boiler plate or front end specification documents.
- Provide review and comments to consultant deliverables.
- City plan check review fees

EXCLUSIONS

- Stormwater Pollution Prevention Plan (SWPPP)
- Water Pollution Control Plan (WPCP)
- Hydrology/Hydraulics Analysis
- Public outreach and coordination with property owners/businesses
- Pavement structural assessment/design
- Electrical design of pedestrian scale light fixtures
- Structural Engineering
- Wayfinding signage design
- Three-dimensional renderings
- Bidding and construction support
- City application Fees
- Biological or environmental studies
- Architecture design

PROJECT FEES

Wallace Group will perform the services denoted in Task 1-6 of the proposed Scope of Services in accordance with the attached Standard Billing Rates (Exhibit A). These services will be invoiced monthly on an accrued cost basis, and our total fees, including reimbursables will not exceed our estimated fee of \$79,984 without receiving written authorization from the Client.

At your request, additional services to the Scope of Services will be performed by Wallace Group following the signature of our Contract Amendment or the initiation of a new contract.

TERMS AND CONDITIONS

In order to convey a clear understanding of the matters related to our mutual responsibilities regarding this proposal, the attached Standard Terms and Conditions (Exhibit B) are considered a part of our proposal agreement. If this proposal meets with your approval, please sign where indicated and return one original to our office, which will serve as our notice-to-proceed.



We want to thank you for this opportunity to present our proposal for professional consulting services. If you would like to discuss this proposal in greater detail, please feel free to contact me.

Sincerely,

WALLACE GROUP, a California Corporation

TERMS AND CONDITIONS ACCEPTED:

Brandon L. Medeiros, PLA 5165
Director of Landscape Architecture
612 Clarion Court
San Luis Obispo
California 93401
T 805 544-4011
F 805 544-4294
www.wallacegroup.us
Attachments
sr: PP16-5925, 2014, std
Exhibit A
Exhibit B

Signature

Printed Name

Title

Date

THIS PROPOSAL IS VALID FOR 60 DAYS FROM THE DATE OF THIS DOCUMENT.
LANDSCAPE ARCHITECTS ARE LICENSED BY THE STATE OF CALIFORNIA.

Wallace Group Team Resource Estimate for the 3th Street Streetscape Enhanceme																
PHASE/TASK	TASK DESCRIPTION	DIRECTOR OF ENGINEERING	SENIOR ENGINEER	ASSOCIATE ENGINEER	DIRECTOR OF LANDSCAPE ARCHITECTURE	SENIOR LANDSCAPE ARCHITECT	LANDSCAPE DESIGNER	TWO PERSON SURVEY CREW	SENIOR LAND SURVEYOR	SURVEY TECHNICIAN	THOMA ELECTRIC	Misc. Direct Costs	TOTAL LABOR HOURS		TOTAL	
		HRS	HRS	HRS	HRS	HRS	HRS	HRS	HRS	HRS	HRS	Cost	HRS	LABOR \$	COST \$	
		RATE	\$170	\$165	\$100	\$161	\$154	\$117	\$220	\$165	\$134					
1.1	Project Management				20							\$100	20	\$3,220	\$3,320	
1.2	Project Team Meetings & Data Collection		6		6	4	2					\$125	18	\$2,806	\$2,931	
1.3	City Council Meeting/Presentation		4		4		4					\$200	12	\$1,772	\$1,972	
1.4	Quality Assurance/Quality Control	4			4								8	\$1,324	\$1,324	
2.1	Topographic Survey / Base Map ADA							10	4	12			26	\$4,468	\$4,468	
2.2	Topographic Survey / Base Map Sidewalk							3	1	4			8	\$1,361	\$1,361	
3.1	Conceptual Streetscape Plan Alternatives		8	8	8	24	10				12	\$100	70	\$10,004	\$10,104	
4.1	50% Draft Design Plans	4	16	48	2	16	16					\$60	102	\$12,778	\$12,838	
4.2	50% Draft Specifications	2	20		2	8						\$15	32	\$5,194	\$5,209	
4.3	90% Draft Quantity Calculations and Engineer's Opinion of Probable Construction Costs	2	8	8	2	4	4						28	\$3,866	\$3,666	
5.1	Draft Final Design Review, Roadway Design and Sheet Development	4	16	80	2	8	16				12	\$60	138	\$16,374	\$16,434	
5.2	Draft Final Technical Specifications	2	10		2	4						\$15	18	\$2,928	\$2,943	
5.3	Draft Final Engineer's Opinion of Probable Construction Costs	2	4	16	2	4							28	\$3,538	\$3,538	
6.1	100% Final Plan Check/Bld Documents	2	16	24	2	4	8				10	\$225	66	\$8,726	\$8,951	
	SUB-TOTALS	22	108	184	56	76	60	13	5	16	34	\$900	574			
	WALLACE GROUP LABOR COSTS	\$3,740	\$17,820	\$18,400	\$9,016	\$11,704	\$7,020	\$2,860	\$825	\$2,144					\$73,529	
	WALLACE GROUP DIRECT COSTS														\$900	
	SUBCONSULTANTS TOTAL COSTS										\$4,830				\$4,830	
	SUBCONSULTANT OVERHEAD @													15%	\$724.50	
	TOTAL														\$79,984	

Task Budgets may fluctuate within Overall Budget

Approvals/workflow 1. Dept Head 2. Admin Svcs 3. City Manager 4. City Council	City of Paso Robles BUDGET ADJUSTMENT REQUEST				Budget JE #
	13th Street Pedestrian Improvements- Park to Pine				BAR #
					AGENDA DATE <div style="text-align: right;">12/20/2016</div>

DESCRIPTION	ORG #	OBJECT #		PROJECT #	AMOUNT
<u>FINANCING SOURCES</u>					
CapEx-State Grants	1009101	46170		C0105	\$120,000
TOTAL FINANCING SOURCES					\$120,000
<u>FINANCING USES</u>					
CapEx-ImprvOthrThanBldg	1009101	54520		C0105	\$120,000
TOTAL FINANCING USES					\$120,000

JUSTIFICATION: (attach letter if required)

REQUESTED BY:

Date
Department Head

REVIEWED & APPROVED BY:

11/18/2016

Date
Administrative Services

APPROVED BY:

Date
City Manager

PASSED AND ADOPTED by the City Council of the City of Paso Robles, State of

California, this _____ day of _____ 20____. Agenda Item No. _____