



City Council Staff Report

DATE: January 15, 2014 CONSENT CALENDAR

SUBJECT: APPROVAL OF PROPOSAL FOR DESIGN SERVICES BY MSA CONSULTING, INC. FOR THE POLICE DEPARTMENT AND CITY HALL PARKING LOTS

FROM: David H. Ready, City Manager

BY: Public Works & Engineering Department

SUMMARY:

Approval of this item will approve the proposal and authorize MSA Consulting, Inc. to design plans, specifications and estimate for reconstruction of the two Police Department parking lots and the two City Hall parking lots (City Project No.'s 13-35 and 01-17 respectively) in accordance with their on-call agreement with the City (Agreement #6445).

RECOMMENDATION:

1. Approve the proposal from MSA Consulting, Inc. for a) design of the two Police Department parking lots (Hourly not to exceed \$50,790) and b) design of the two City Hall parking lots (hourly not to exceed \$49,930) and;
2. Authorize the City Manager to execute all necessary documents.

STAFF ANALYSIS:

In November 2013, City Council approved Agreement No. 6445 with MSA Consulting, Inc. for On-Call Civil Engineering Design Services on an as needed basis. When design services are needed, the agreement authorizes staff to seek a proposal from one of the on-call firms. Council may then approve the proposal, thereby authorizing staff to prepare a purchase order for the design services. Staff sought proposals for design (Plan, Specifications and estimate) for the two parking lots at the Police Department and the two parking lots at City Hall.

The Proposed cost for the Police Department lots is not to exceed \$50,790, while the

proposed cost for the City Hall lots is \$49,930. The Police Department lots are proposed for removal of all existing asphalt and complete reconstruction of new asphalt concrete lots. The City Hall lots are proposed for Portland cement concrete "white topping" similar to the process done at the Library and Pavilion.

FISCAL IMPACT:

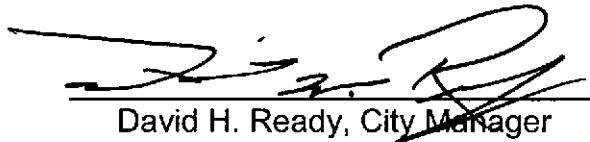
Sufficient finds are available in Measure J account No.'s 260-4500-59448 (Police Department Lots) - \$50,790 and 260-4500-59460 (City Hall Lots) - \$49,930.

Recommended by:

Approved by:



David J. Barakian
Director of Public Works/City Engineer



David H. Ready, City Manager

Attachments:

1. Proposal



December 12, 2013

Mr. Dave Barakian
CITY OF PALM SPRINGS
3200 E. Tahquitz Canyon Way
Palm Springs, CA 92262

Subject: Proposal for On-Call Civil Engineering Services (RFP 5443)
Plans, Specifications and Estimates (PS&E) for City Hall and
Police Station Parking Lots

Dear Mr. Barakian:

MSA Consulting, Inc. (MSA) is pleased to provide you with this proposal for Civil Engineering Services related to the parking lots for City Hall and the Police Station.

Our proposal is based upon the information provided to us and the City of Palm Springs standards and requirements.

The proposal, both Scope and Fee, contained herein, shall be valid until June 30, 2014. Scheduling for the Work will commence upon receipt of a signed copy of a Purchase Order. All terms and conditions of our On-Call Civil Engineering Agreement dated November 18, 2013 shall apply.

We hope the attached scope and fee are consistent with your requirements. We appreciate the opportunity to offer our services and would be pleased to answer any questions you might have.

Very truly yours,

Julian A. De La Torre, P.E.
Vice President / Principal Engineer
MSA Consulting, Inc

JAD:rp

Enclosures

Exhibit A – Scope of Services

Exhibit B – Compensation

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Via Electronic Mail

EXHIBIT "A" SCOPE OF WORK

MSA (Consultant) proposes to perform the following tasks:

PS&E for City Hall Parking Lots

Base Survey and Topography

North Parking Lot

1. Provide field survey of the north city parking lot existing improvements (curb, gutters, v-gutters, sidewalk, islands, and utilities, including pavement spot elevations on the existing pavement. Prepare existing survey topo base plan for final design purposes.

South Parking Lot

2. Perform spot checks of existing improvements to confirm existing data shown on city-provided plans is still accurate.

Utility Research

North Parking Lot

3. Perform utility research from available city-provided improvement plans for onsite areas and from utility agencies for adjacent public right of ways.
4. Create Existing Utility Base from available plan information.
5. Field verify existing surface utilities.
6. Update Utility Base.

Precise Grading Plan

North Parking Lot

7. Based on compiled existing utility and field survey information, prepare a Precise Grading Plan at a scale of 1"=20'; process plan through the City for approval. It is anticipated that 'white-topping' will be placed over the existing pavement. Existing pavement elevations will be reviewed in an attempt to address ponding areas or drainage concerns.

South Parking Lot

8. Review City-provided Precise Grading, Demo, Landscape and Irrigation Plan for the South Parking Lot. Incorporate the revised curb island in the south west corner.

Specification

North and South Parking Lots

9. Complete Bid documents, special provisions and technical specifications based on City template and Greenbook.

Cost Estimate

North and South Parking Lots

10. Prepare an Opinion of Probable cost at 95% complete.

Storm Water Pollution Prevention Plan and Fugitive Dust Control Plan

North and South Parking Lots

11. Prepare Storm Water Pollution Prevention Plan (SWPPP); process through the State for approval.
12. Prepare Fugitive Dust Control Plan (PM-10); process through the City for approval.

Landscape and Irrigation Review

North Parking Lot

13. Review existing landscape and irrigation with City Engineer and Staff. Determine if trees require removal or irrigation modifications. Reflect removals or modifications on plan.

South Parking Lot

14. Review existing landscape and irrigation with City Engineer and Staff. Determine if trees require removal or irrigation modifications. Reflect removals or modifications on city-provided plan.

Water Quality Management Plan (Optional)

15. Prepare Water Quality Management Plan (WQMP); process through the City for approval.

PS&E for Police Station Parking Lots

Base Survey and Topography

Front Parking Lot

1. Provide field survey of the front of station parking lot existing improvements (curb, gutters, v-gutters, sidewalk, islands, and utilities, including pavement spot elevations on the existing pavement. Prepare existing survey topo base plan for final design purposes.

Back Parking Lot

2. Provide field survey of the back of station parking lot existing improvements (curb, gutters, v-gutters, sidewalk, islands, and utilities, including pavement spot elevations on the existing pavement. Prepare existing survey topo base plan for final design purposes.

Utility Research

Front and Back Parking Lots

3. Perform utility research from available city-provided improvement plans for onsite areas and from utility agencies for adjacent public right of ways.
4. Create Existing Utility Base from available plan information.
5. Field verify existing surface utilities.
6. Update Utility Base.

Precise Grading Plan

Front and Back Parking Lots

7. Based on compiled existing utility and field survey information, prepare a Precise Grading Plan at a scale of 1"=20'; process plan through the City for approval. It is anticipated the existing pavement will be cold-planed and overlaid. Existing pavement elevations will be reviewed in an attempt to address ponding areas or drainage concerns.

Specification

Front and Back Parking Lots

8. Complete Bid documents, special provisions and technical specifications based on City template and Greenbook.

Cost Estimate

Front and Back Parking Lots

9. Prepare an Opinion of Probable costs at 95% complete.

Storm Water Pollution Prevention Plan and Fugitive Dust Control Plan

Front and Back Parking Lots

10. Prepare Storm Water Pollution Prevention Plan (SWPPP); process through the State for approval.
11. Prepare Fugitive Dust Control Plan (PM-10); process through the City for approval.

Landscape and Irrigation Review

Front and Back Parking Lots

12. Review existing landscape and irrigation with City Engineer and Staff. Determine if trees require removal or irrigation modifications. Reflect removals or modifications on plan.

Water Quality Management Plan (Optional)

13. Prepare Water Quality Management Plan (WQMP); process through the City for approval.

CLIENT RESPONSIBILITIES and ASSUMPTIONS

The following has been taken into consideration in the preparation of this proposal:

1. Client to provide access to sites.
2. Client to provide City Improvement and Utility Plans.
3. South City Hall parking lot will not require revisions to plans except as noted above.
4. City to provide baseline specifications.

EXCLUSIONS

Consulting services relating to any of the following tasks are presently specifically excluded from the agreement. Some items, if required, may be provided by Consultant by separate written proposal with additional fees approved by the Client:

1. Agency fees/research costs.
2. Potholing/Pothole coordination.
3. Utility relocation coordination.
4. Boundary survey.
5. Plotting of easements.
6. Construction staking.

CITY OF PALM SPRINGS
MSA Consulting, Inc. Fee Proposal

Plans, Specifications and Estimates (PS&E) for City Hall and Police Station Parking Lots

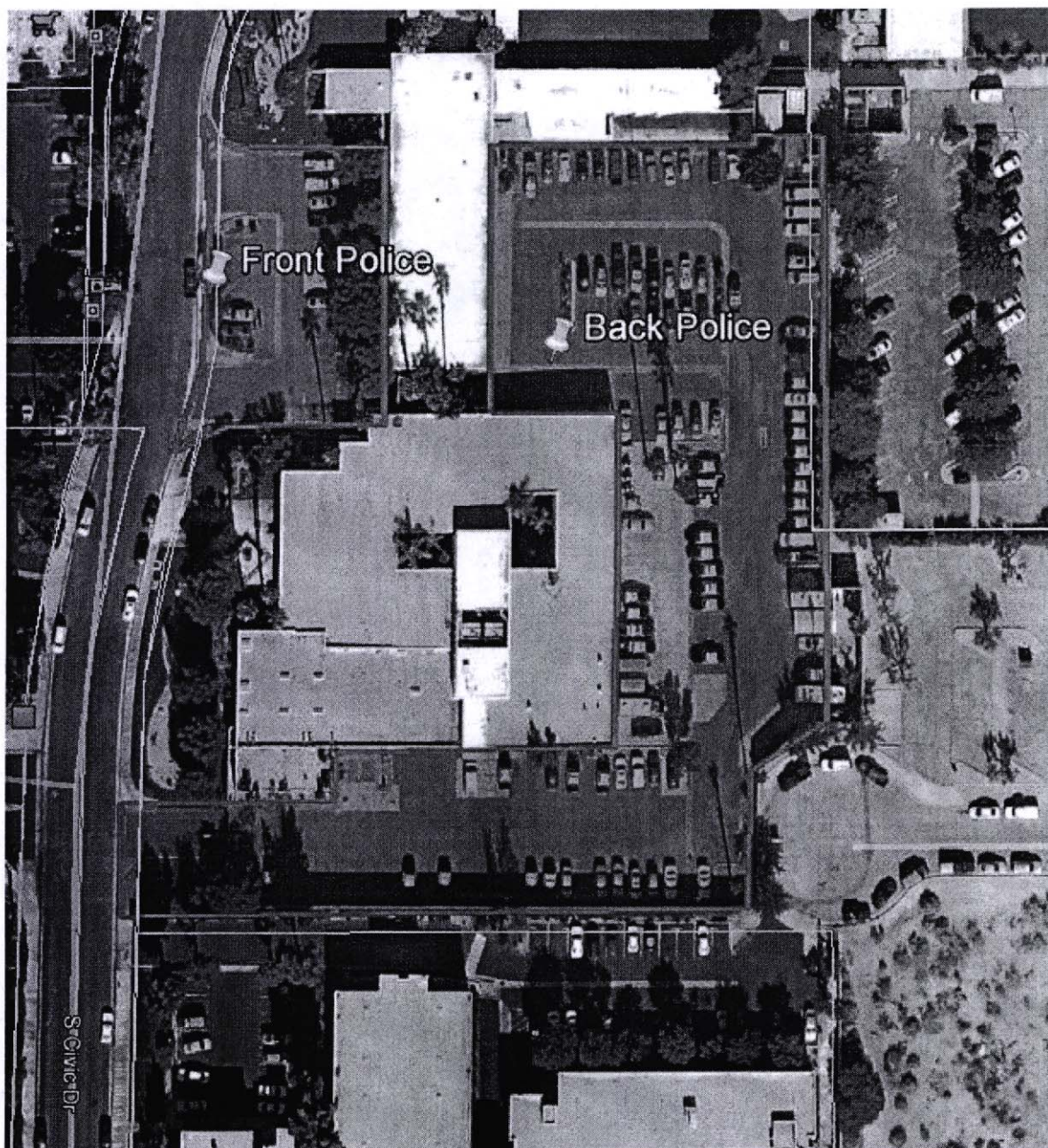


SCOPE - ITEM / TASK	Principal Engineer		Director of Surveying and Mapping		Senior Surveyor		CADD Designer (Survey)		Two-Man Survey Crew		Associate Project Manager		Senior Project Engineer		Director of Environmental Services		Design Development Coordinator		Environmental Planner		Utility Coordinator / Construction Manager		Assistant Project Manager		TOTALS
	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	
PS&E for City Hall Parking Lots																									
1 North Parking Base Survey and Topography	0	\$0	1	\$200	4	\$800	13	\$1,430	20	\$4,400	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0.5	\$45	\$9,875
2 South Parking Base Survey and Topography	0	\$0	1	\$200	2	\$300	3	\$330	4	\$880	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0.5	\$45	\$1,755
3-6 North Parking Utility Research	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	29	\$3,190	0.5	\$45	\$3,235
7 North Parking Precise Grading Plan	8	\$1,760	0	\$0	0	\$0	0	\$0	0	\$0	26.5	\$3,075	82	\$12,300	0	\$0	0	\$0	0	\$0	0	\$0	19	\$900	\$18,835
8 South Parking Precise Grading Plan Review	2	\$440	0	\$0	0	\$0	0	\$0	0	\$0	8.0	\$900	18	\$2,700	0	\$0	0	\$0	0	\$0	0	\$0	1	\$90	\$4,130
9 Specification	1.5	\$330	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	38	\$4,180	0	\$0	\$4,510
10 Cost Estimate	1.5	\$330	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	17	\$1,870	0.5	\$45	\$2,245
11-12 SWPPP / PM-10	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	10	\$2,640	12.5	\$1,825	18	\$1,780	0	\$0	0	\$0	\$8,025
13 North Parking Landscape and Irrigation Review	5.5	\$1,210	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	\$1,210
14 South Parking Landscape and Irrigation Review	5.5	\$1,210	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	\$1,210
15 WQMP (Optional)	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	6	\$990	15	\$1,950	32.5	\$3,075	0	\$0	0	\$0	-\$8,845
Subtotal - PS&E for City Hall Parking Lots	24.0	\$5,280	2.0	\$400	6.0	\$900	16.0	\$1,760	24.0	\$5,280	32.5	\$4,475	100.0	\$16,200	19.0	\$2,640	12.5	\$1,825	18.0	\$1,780	84.0	\$9,340	13.0	\$1,170	\$40,930
PS&E for Police Station Parking Lots																									
1 Front Parking Survey and Topography	0	\$0	1	\$200	4	\$800	6	\$660	8	\$1,760	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$90	\$3,310
2 Back Parking Base Survey and Topography	0	\$0	1	\$200	8	\$1,200	14	\$1,540	15	\$3,330	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$90	\$6,550
3-6 Utility Research	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	32	\$3,520	0	\$0	\$3,520
7 Precise Grading Plan	8	\$1,760	0	\$0	0	\$0	0	\$0	0	\$0	24	\$2,640	78	\$11,700	0	\$0	0	\$0	0	\$0	0	\$0	10	\$900	\$17,060
8 Specification	1	\$220	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	35	\$3,850	0	\$0	\$4,070
9 Cost Estimate	1	\$220	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	17	\$1,870	0.5	\$45	\$2,135
10-11 SWPPP / PM-10	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	12	\$1,980	12	\$1,560	13	\$1,430	0	\$0	0	\$0	\$4,970
12 Landscape and Irrigation Review	8	\$1,760	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	6	\$840	0	\$0	0	\$0	0	\$0	0	\$0	\$1,760
13 WQMP (Optional)	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	6	\$990	15	\$1,950	32.5	\$3,075	0	\$0	0	\$0	0	\$0	\$6,915
Subtotal - PS&E for Police Station Parking Lots	19.0	\$3,980	2.0	\$400	12.0	\$1,800	20.0	\$2,200	24.0	\$5,280	24.0	\$3,800	79.0	\$11,700	12.0	\$1,980	12.0	\$1,560	13.0	\$1,430	84.0	\$9,340	12.5	\$1,125	\$44,275
TOTALS	43.0	\$9,260.00	4.0	\$800.00	18.0	\$2,700.00	36.0	\$3,960.00	48.0	\$10,560.00	56.5	\$5,475.00	179.0	\$29,700.00	28.0	\$4,620.00	24.5	\$3,185.00	29.0	\$3,180.00	108.0	\$18,480.00	25.5	\$2,295.00	\$84,206.00

N/A

50,790

PALM SPRINGS POLICE STATION – FRONT AND BACK PARKING LOTS



PALM SPRINGS CITY HALL – NORTH AND SOUTH PARKING LOTS

