



## City Council Staff Report

DATE: October 1, 2014

CONSENT CALENDAR

SUBJECT: APPROVAL OF PROPOSAL FOR TRAFFIC ENGINEERING DESIGN SERVICES BY ALBERT A. WEBB ASSOCIATES FOR THE DESIGN OF PRIORITY BIKE LANE CORRIDORS FUNDED BY MEASURE J, CITY PROJECT NO. 13-32

FROM: David H. Ready, City Manager

BY: Public Works & Engineering Department

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### SUMMARY:

Approval of this item will authorize Albert A. Webb Associates to design plans, specifications and estimates for construction of Priority Bike Lane Corridors funded by Measure J (City Project No. 13-32) in accordance with their on-call agreement with the City (Agreement #6443).

### RECOMMENDATION:

1. Approve the proposal (attached) from Albert A. Webb Associates for design of Bicycle Corridors as prioritized by the Non-Motorized Transportation Committee and approved by City Council, in the amount not to exceed \$38,630.00 and;
2. Authorize the City Manager to execute all necessary documents.

### STAFF ANALYSIS:

On November 6, 2013, City Council approved Agreement No. 6443 with Albert A. Webb Associates for On-Call Traffic 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 (Plans, Specifications and Estimate) for the design of priority bicycle lane corridors as approved by City Council on September 3, 2014 and funded by Measure J.

The proposed cost for the project is not to exceed \$38,630.00. The project consists of the design of six bicycle lane corridors, four of which have been approved by City Council on September 3, 2014. Before making a decision on the final configuration of Farrell Drive, Staff is currently seeking input from the affected neighborhood organizations. Engineering has also included a proposal for a sixth corridor that was also included in the neighborhood survey. The bike lane corridors included in the design proposal are listed below and shown on the attached map.

1. El Cielo Road Corridor - From East Palm Canyon to Alejo
2. Alejo Road Corridor – From Belardo to Civic
3. Belardo Road Corridor – From Sunny Dunes to Alejo
4. Farrell Drive Corridor – from East Palm Canyon to Racquet Club
5. Calle Encilia Corridor – from Ramon to Alejo
6. Racquet Club Road Corridor – from North Palm Canyon to Farrell

FISCAL IMPACT:

Sufficient finds are available in Measure J account No. 260-4500-59445.

SUBMITTED:

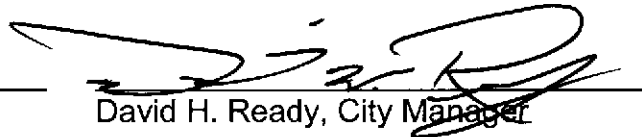
Recommended by:

Approved by:



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David J. Barakian  
Director of Public Works / City Engineer

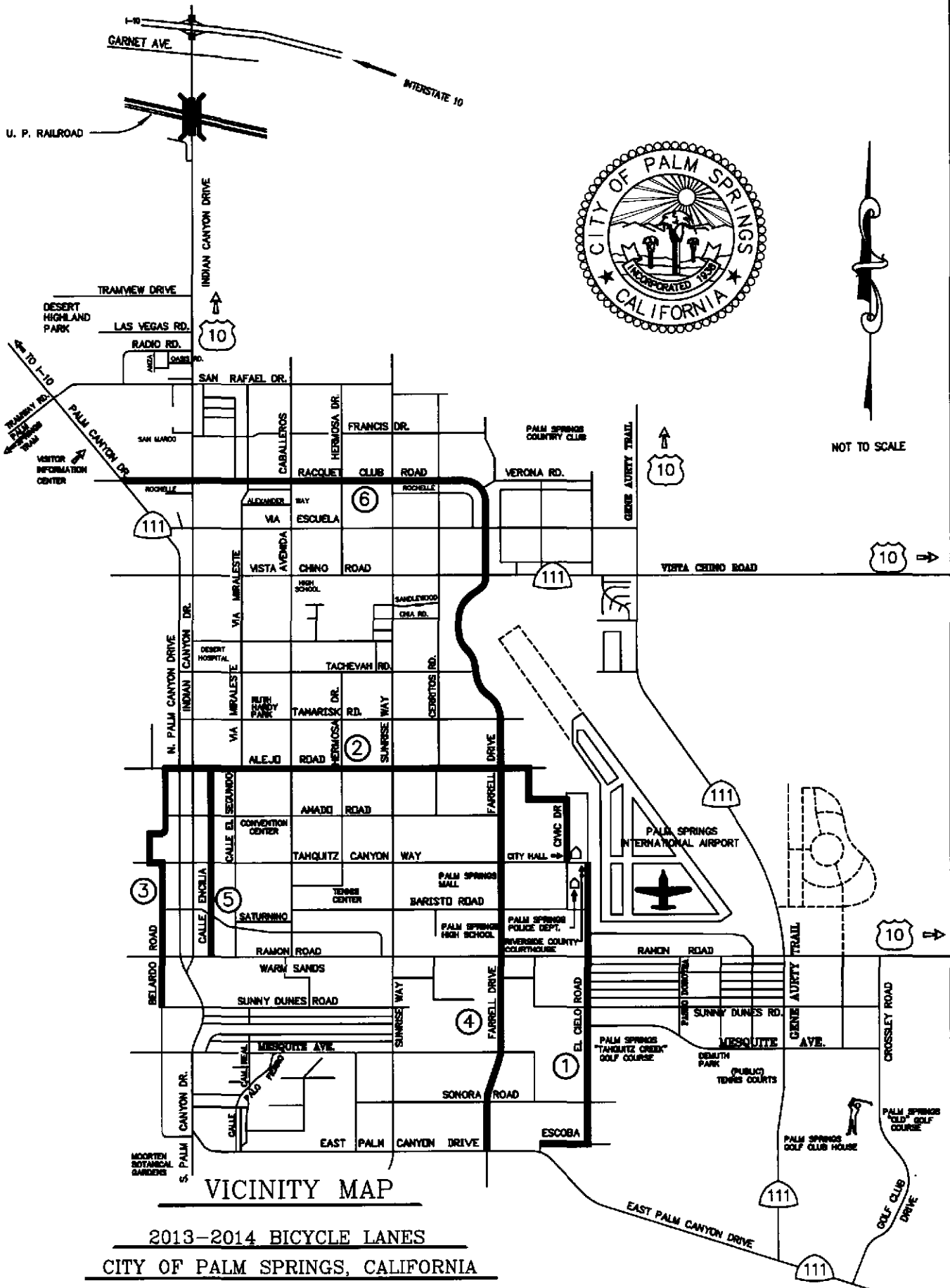


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David H. Ready, City Manager

Attachments:

1. Map
2. Proposal
3. Memorandum (Material to follow)



NOT TO SCALE

VICINITY MAP

2013-2014 BICYCLE LANES  
CITY OF PALM SPRINGS, CALIFORNIA

LEGEND:  BIKEWAY LOCATIONS

**Corporate Headquarters**  
3788 McCray Street  
Riverside, CA 92506  
951.686.1070

**Palm Desert Office**  
36-951 Cook Street #103  
Palm Desert, CA 92211  
760.568.5005

**Murrieta Office**  
41391 Kalmia Street #320  
Murrieta, CA 92562  
951.686.1070

September 22, 2014

Mr. Savat Khamphou  
Assistant Director of Public Works/Assistant City Engineer  
City of Palm Springs  
3200 E. Tahquitz Canyon Way  
Palm Springs, CA, 92262-2743

**RE: Proposal to Prepare Plans, Specifications and Estimates for City Project 13-32**

Dear Savat:

Thank you for the opportunity to submit this proposal to provide Traffic Engineering Services in the preparation of signing and striping plans related to implementation of the City's Bicycle Route Plan. Our proposal covers services related to preparing typical sections and striping plans for critical areas, specifications and estimates for six corridors within the City. Five of the corridors are described in the City project 13-32 which was approved by Council on September 3, 2014. The sixth is the racquet club corridor which extends from Farrell to Palm Canyon Drive. We understand a final bid package needs to be ready for Council action on December 3, 2014. To that end Webb intends to work with City staff to deliver final plans, specifications and estimates no later than November 19, 2014.

Exhibit A contains our proposed scope of work. Exhibit B contains a summary of our fee proposal for services described in Exhibit A. We appreciate the opportunity to assist the City and look forward to working with you on this project. In the meantime, if you have any questions or require additional information, please call.

Sincerely,  
Albert A. Webb Associates



Dilesh R. Sheth, P.E./T.E.  
Vice President



Bruce A. Davis, P.E.  
Senior Vice President

Attachments: Exhibit "A" – Scope of Work  
Exhibit "B" – Compensation  
Fee Schedule

## Exhibit "A" – Scope of Work

### I. Preliminary Design

- A. Review City Council Staff report and alternative cross sections.
- B. Review each corridor using photographic base (photo source is March 2012 from Eagle Aerial) and Google Map to determine critical street width areas.
- C. Inventory signage along corridors by field review and Google Map Street View.
- D. Field verify curb to curb dimensions in critical locations and existing signage. Prepare base map for critical areas using photographic base.
- E. Prepare typical sections for all corridors. Identify issues for critical areas and propose resolutions. Prepare preliminary striping plans for critical areas.
- F. Prepare preliminary estimate of probable cost.
- G. Meet City staff to review typical sections, preliminary estimate of probable cost and to discuss issues and potential solutions in order to obtain input.

**Deliverables:** Typical sections/preliminary design, preliminary estimate of probable cost.

### II. 90 Percent Complete Bid Package

- A. Prepare typical sections and signing and striping plans for critical areas.
- B. Prepare specifications in accordance with City requirements.
- C. Update estimate of probable cost.
- D. Submit bid package to City for review and comment.
- E. Meet staff to obtain comments and discuss any remaining issues.

**Deliverables:** Two (2) sets 90 percent plans, specifications and estimate of probable cost.

### III. Final Bid Package

- A. Prepare final typical sections and signing and striping plans for each corridor.
- B. Prepare final specifications in accordance with City requirements.
- C. Prepare final estimate of probable cost.
- D. Submit final bid package to City for review and comment.
- E. Project management and coordination with City throughout project duration.

**Deliverables:** one (1) set signed Mylars, digital files of specifications and final estimate of probable cost.

### IV. Bid Support

- A. Assist City as Requested with Responding to Questions from Bidders
- B. Attend Pre-Bid Meeting
- C. Draft up to Two Addenda
- D. Evaluate Bids as Requested by City

## Exhibit "B" – Compensation

Services described in our Scope of Work (Exhibit "A") shall be provided on a time and material basis not to exceed **\$38,630**. Charges for services will be billed monthly in accordance with the attached fee schedule. A breakdown of our fees is provided below:

<b>Task Description</b>	<b>Total</b>
<b>I.</b> Preliminary Design	\$ 16,250
<b>II.</b> 90 Percent Complete Bid Package	\$ 11,350
<b>III.</b> Final Bid Package	\$ 6,070
<b>IV.</b> Bid Support	\$ 4,960
<b>Total</b>	<b>\$ 38,630</b>



# FEE SCHEDULE

CLASSIFICATION	<u>Rates</u> <u>\$/Hour</u>
<b>Engineers/Project Managers/Planners/Scientist/ Assessment/Special Tax Specialists/Landscape Architects/Designers</b>	
Principal II.....	230.00
Principal I.....	210.00
Senior III.....	195.00
Senior II.....	185.00
Senior I.....	175.00
Associate III.....	165.00
Associate II.....	150.00
Associate I.....	140.00
Assistant V.....	125.00
Assistant IV.....	115.00
Assistant III.....	100.00
Assistant II.....	85.00
Assistant I.....	70.00
<b>Survey Services</b>	
2-Person Survey Party.....	220.00
1-Person Survey Party.....	160.00
<b>Inspection Services</b>	
Inspector (Non-Prevailing Wage).....	110.00
*Inspector (Prevailing Wage).....	120.00
<b>Administrative Services</b>	
Project Coordinator.....	90.00
Administrative Assistant III.....	80.00
Administrative Assistant II.....	70.00
Administrative Assistant I.....	55.00
<b>Other Direct Expenses</b>	
Incidental Charges.....	Cost
Postage and Telephone.....	Cost
In-House Prints, Copies and Delivery.....	Cost
Travel & Subsistence.....	Cost
Special Consultant.....	310.00
Subcontracted Services.....	Cost + 15%
Inspection/Survey Per Diem.....	100.00
Survey/Inspector Vehicle.....	.81 per mile
Mileage.....	.72 per mile

\*Prevailing wage inspection rate is subject to increase based on State prevailing wage.

NOTE: All rates are subject to change based on annual inflation and cost of living adjustments.

A FINANCE CHARGE of one and one half percent (1-1/2%) per month (18% per year) will be added to any unpaid amount commencing thirty (30) days from date of invoice. A mechanics' lien may be filed for any invoice remaining unpaid after thirty (30) days from date of invoice.