



City Council Staff Report

Date: January 13, 2016

CONSENT CALENDAR

Subject: AUTHORIZE AN INCREASE IN THE AMOUNT OF \$24,850 TO PURCHASE ORDER 15-1320 ISSUED TO ALBERT A. WEBB ASSOCIATES FOR THE GENE AUTRY TRAIL AT VISTA CHINO IMPROVEMENTS, FEDERAL AID PROJECT NO. CML 5282 (045), CITY PROJECT NO. 14-13

From: David H. Ready, City Manager

Initiated by: Public Works & Engineering Department

SUMMARY

Approval of this action will allow authorize additional environmental services provided by Albert A. Webb Associates required for the Gene Autry Trail at Vista Chino Improvements, Federal Aid Project No. CML 5282 (045), City Project No. 14-13.

RECOMMENDATION:

- 1) Authorize an increase in the amount of \$24,850 to Purchase Order 15-1320 with Albert A. Webb Associates for revised total amount of \$86,450 for the Gene Autry Trail at Vista Chino Improvements, Federal Aid Project No. CML 5282 (045), City Project No. 14-13; and
- 2) Authorize the City Manager to execute all necessary documents.

BACKGROUND:

On November 6, 2013, the City Council approved Agreement No. 6443 with Albert A. Webb & Associates ("Webb") for on-call traffic engineering design services on an as needed basis.

In December 2013, the Coachella Valley Association of Governments ("CVAG") issued a call for projects for federal funding made available to CVAG through the Moving Ahead for Progress in the 21st Century ("MAP 21") federal transportation bill, through its Congestion Management and Air Quality ("CMAQ") Program. CVAG invited public agencies to submit projects with a minimum cost of \$200,000 that would improve air quality, and included

eligible projects such as congestion reduction and traffic flow improvements involving intersection improvements with new turning Lanes. At that time, staff recommended the City submit an application for funding to improve the Gene Autry Trail / Vista Chino intersection to add a second northbound left-turn lane to reduce traffic congestion at the intersection.

Staff estimated the construction cost of these improvements at \$278,100 with an additional \$48,400 estimated for the environmental and design costs, for a total cost of \$326,500. On April 1, 2014, the City submitted a formal request to CVAG for federal funding, requesting \$246,200 in CMAQ federal funds with a local contribution of \$31,900 for the construction of the proposed improvements. Subsequently, on July 28, 2014, the CVAG Executive Committee reviewed and approved the City's grant application and awarded the City \$246,200 in federal CMAQ funds allocated to CVAG. Notice of award was provided by letter from CVAG dated September 2, 2014.

Staff commenced work on the Gene Autry Trail at Vista Chino Improvements, Federal Aid Project No. CML 5282 (045), City Project No. 14-13, (the "Project") in 2015, and requested proposals from its various on-call engineering firms to provide environmental and engineering design services for the Project. On April 6, 2015, the City received a proposal from Webb in the amount of \$61,600 to provide the requested services, and subsequently on April 15, 2015, the City Council approved the work proposal and authorized a Purchase Order to be issued to Webb in accordance with its on-call agreement; a copy of the April 15, 2015, staff report is included as **Attachment 1**. Purchase Order 15-1320 has been issued to Webb to facilitate performance of the requested services for the Project.

Construction of the Project involves existing arterial streets within developed rights-of-way, and the original scope of environmental services to be provided by Webb excluded the need for individual technical studies on the assumption that there would be no potential environmental impacts associated with the Project. However, the Project requires approval from the California Department of Transportation ("Caltrans") as it affects Highway 111 and is facilitated with federally funding, with Caltrans acting as the federal lead agency in accordance with the National Environmental Policy Act ("NEPA"). During preliminary environmental review of the Project by Caltrans, Caltrans has determined that the following environmental technical studies will be required for the Project:

- Air Quality
- Hazardous Material/Hazardous Wastes Initial Site Assessment (Phase I)
- Cultural Resources – APE Map, HPSR, ASR, along with coordination with local preservation groups and/or Native /American Tribes

Therefore, staff requested and received a proposal from Webb to prepare the required technical studies; a copy of Webb's proposal is included as **Attachment 2**.

ENVIRONMENTAL IMPACT:

Section 21084 of the California Public Resources Code requires Guidelines for Implementation of the California Environmental Quality Act (“CEQA”). The Guidelines are required to include a list of classes of projects which have been determined not to have a significant effect on the environment and which are exempt from the provisions of CEQA. In response to that mandate, the Secretary for Resources identified classes of projects that do not have a significant effect on the environment, and are declared to be categorically exempt from the requirement for the preparation of environmental documents. In accordance with Section 15301 “Existing Facilities,” Class 1 projects consist of existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety) involving a minor alteration of existing public or private structures or facilities; therefore, the Gene Autry Trail at Vista Chino Improvements, City Project No. 14-13, is considered categorically exempt from CEQA, and a Notice of Exemption will be prepared and filed with the Riverside County Clerk prior to construction.

The Project is funded, in part, by federal funds, requiring local oversight by the State of California, Department of Transportation (“Caltrans”). As a federally funded project, the Project is subject to environmental review pursuant to the National Environmental Policy Act (“NEPA”). Caltrans, acting as the lead agency pursuant to NEPA, will make an environmental determination after reviewing all required environmental technical studies and consultation with jurisdictional agencies have been completed.

FISCAL IMPACT:

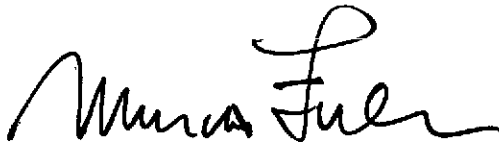
The City has received a federal CMAQ grant of \$246,200 for the Project which is allocated to the construction phase. All preliminary environmental and engineering design phase work will be funded with local funds. Previously, the City budgeted \$361,600 from the Local Measure A Fund (Fund 134) for the Project. The Project’s overall budget and incurred expenditures are identified in Table 1:

Table of Project Costs	Amount
HBP Federal Aid Grant	\$246,200
Measure A Fund	\$361,600
Design Services	(\$61,600)
Project Administration (through 1/5/16)	(\$0)
Project Administration (Estimated)	(\$10,000)
Construction Engineering (Estimated)	(\$40,000)
Construction (Estimated)	(\$278,100)
Remaining Balance	\$218,100

Table 1

Funds to encumber for approval of the additional environmental services in the amount of \$24,850 are budgeted and available from the Local Measure A Fund, Account 134-4498-50329.

SUBMITTED:



Marcus L. Fuller, MPA, P.E., P.L.S.
Assistant City Manager/City Engineer



David H. Ready, Esq., Ph.D.
City Manager

Attachments:

1. April 15, 2015 staff report
2. Webb Proposal

Attachment 1



City Council Staff Report

DATE: April 15, 2015

CONSENT CALENDAR

SUBJECT: AUTHORIZE A PURCHASE ORDER IN THE AMOUNT OF \$61,600 WITH ALBERT A. WEBB & ASSOCIATES FOR TRAFFIC ENGINEERING DESIGN AND ENVIRONMENTAL SERVICES FOR A SECOND LEFT TURN LANE ON GENE AUTRY TRAIL AT VISTA CHINO, CITY PROJECT NO. 14-13

FROM: David H. Ready, City Manager

BY: Public Works & Engineering Department

SUMMARY:

Approval of this item will authorize a purchase order in the amount of \$61,600 with Albert A. Webb & Associates for civil engineering design and environmental services for a Second Left Turn Lane on Gene Autry Trail at Vista Chino, City Project No. 14-13.

RECOMMENDATION:

1. Authorize a Purchase Order in the amount of \$61,600 with Albert A Webb & Associates for civil engineering design and environmental services for a second left turn lane on Gene Autry Trail at Vista Chino, City Project No. 14-13; and
2. Authorize the City Manager to execute all necessary documents.

BACKGROUND:

On November 6, 2013, the City Council approved Agreement No. 6443 with Albert A. Webb & Associates ("Webb") for on-call traffic engineering design services on an as needed basis. In accordance with the on-call agreement, Webb was selected to provide traffic engineering design and environmental services for the preparation of plans, specifications, and estimate for Second Left Turn Lane on Gene Autry Trail at Vista Chino, City Project No. 14-13 (the "Project").

The City applied for a MAP 21 CMAQ Funding grant from the Coachella Valley Association of Governments for the Project and was awarded \$246,200 for construction of the project in an award letter dated September 2, 2014.

06

ITEM NO. 24

Webb has provided the City with a proposal to design the Project which includes environmental services and coordination with Caltrans, for a total amount not to exceed \$61,600; a copy of Webb's proposal is included as **Attachment 1**.

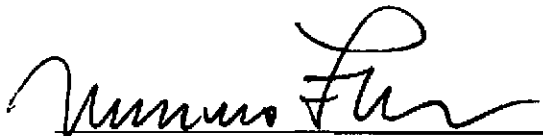
FISCAL IMPACT:

Sufficient funds remain available in Measure A Account No. 134-4498-50000.

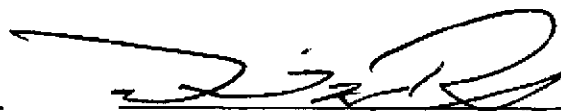
SUBMITTED

Prepared by:

Approved by:



Marcus L. Fuller, MPA, P.E., P.L.S.
Assistant City Manager/City Engineer



David H. Ready, Esq., Ph.D.
City Manager

Attachment(s):

1. Webb Proposal

Attachment 1



Corporate Headquarters
3788 McCray Street
Riverside, CA 92505
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

April 6, 2015

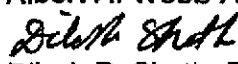
Mr. George F. Farago, P.E.
Associate Civil Engineer
City of Palm Springs
3200 E. Tahquitz Canyon Way
Palm Springs, CA, 92262-2743

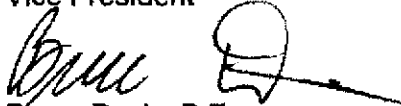
RE: Second Left Turn Lane North Bound on Gene Autry Trail at Vista Chino in Palm Springs Project – City Project #14-13

Dear George:

Thank you for the opportunity to submit this proposal to provide Environmental and Traffic Engineering Services in the preparation of construction plans for the addition of a second northbound left turn lane at the intersection of Gene Autry Trail and Vista Chino. Our proposal covers services related to NEPA clearance, construction plans for the additional left turn lane, construction plans for replacement of the access ramps, traffic signal modification plans, and striping plans. The plans will be based on the latest Caltrans and City Standards.

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 be of service and look forward to hearing from you. In the meantime, if you have any questions or require additional information, please call me at (951) 686-1070.

Sincerely,
Albert A. Webb Associates

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


Bruce Davis, P.E.
Senior Vice President

Attachments: Exhibit "A" – Scope of Work
Exhibit "B" – Compensation
C.C. Savat Khamphou, Assistant City Engineer

Exhibit "A" – Scope of Work

Second Left Turn Lane North Bound on Gene Autry Trail at Vista Chino

Our scope of services is as follows:

A. Environmental Approval:

1. WEBB will coordinate with Caltrans to obtain National Environmental Policy Act (NEPA) clearance for the Project. Caltrans will be lead agency under NEPA and it is expected that the NEPA document will be a Categorical Exclusion (CE).

WEBB has reviewed the PES form prepared by the project and concurs with its findings, with the exception of item 7 on page 6-83 of the PES. A localized hot spot analysis is not required for this project.

We note that the Preliminary Environmental Document Classification (NEPA) on page 6-81 of the PES indicates the appropriate environmental document is a Categorical Exclusion, without required technical studies. Based on that finding, WEBB's scope does not include preparation of any technical studies. Should Caltrans determine technical studies are needed, WEBB will provide scope and budget to the City at that time.

B. Construction Plans at Gene Autry and Vista Chino (Highway 111) Intersection:

1. WEBB will perform field survey necessary for the design of the Project. WEBB will perform a cross-sections survey at twenty-five (25') feet on street centerline south approach of Gene Autry. WEBB will perform cross-section survey of other approaches and intersections to obtain curb, sidewalk, curb ramps, utilities, traffic signal, signing & striping.

WEBB will prepare preliminary design showing modification of existing median and lane configurations with second northbound left turn lane. The preliminary plans will include limits of work, construction notes, right of way, utilities, and general design elements.

2. WEBB will prepare street improvement plans for removal and reconstruction of median, pavement, and access ramps per ADA requirements.
3. WEBB will obtain as-built Traffic Signal Plans from the Caltrans or City. Traffic signal modification plan at will include necessary change to accommodate the new traffic lane configurations. The traffic signal plans will confirm to the requirements of the latest edition of Caltrans Standard Plan and Specifications.

4. WEBB will prepare Signing and Striping Plan. Signing and striping plans will include existing and proposed to crosswalk, lane transitions, lane lines, markings, markers, and signs.
5. WEBB will provide digital copies of all submittals to the City of Palm Springs compatible with AUTOCAD 2015 and PDF format.

C. Specifications:

1. WEBB will prepare Section 10 "Construction Details" (Part II – Special Provisions) of the Specifications, based on latest Caltrans Standard Specifications.

D. Estimate:

1. WEBB will prepare an itemized construction cost estimate for the project considering federal/state prevailing wages. The listed items will be included in Part I, Bid Schedule, of the Project Specifications (by City).

E. Meetings, Bid Phase, and Construction Phase Support:

1. WEBB will attend meetings with the City as necessary for the project design approval.
2. WEBB will attend a pre-bid meeting to be scheduled in advance of the bid opening date. WEBB will answer bidder's questions regarding bid documents, and prepare bid addenda if required. WEBB will perform bid review and analysis.
3. WEBB will respond to RFI's about the contract plans and specifications.
4. WEBB will attend pre-construction meeting.
5. Following the completion and acceptance of the project, WEBB will furnish the City with a complete set of revised contract drawings showing as-built conditions. Revisions will be solely based on as-built redlined information provided by the Contractor to the city.

F. Coordination with Caltrans Local Assistance:

1. WEBB will submit Request for Authorization to Proceed with Construction.
2. WEBB will submit the Award Package after the City Council award of construction contract.
3. WEBB will submit the closing document for the project following completion.

G. Work Schedule:

1. WEBB will identify all tasks required to successfully implement the project, with estimated completion dates.

H. Preparation of Fact Sheet for Design Exception:

1. Construction of dual ramps at each corner will require removal of all traffic signal poles and installation of new traffic signal poles. It will also require shortening of existing raised median on all corners. WEBB will prepare Fact Sheet for design exception per Caltrans requirement.

Exhibit "B" – Compensation

Services described in our Scope of Work (Exhibit "A") shall be provided on a time and material basis not to exceed **\$61,600**. Charges for services will be billed monthly in accordance with the attached fee schedule. A breakdown of our fees is provided below:

Task	Description	Fee Type	Budget Amount
A	Environmental Approval	Fixed Fee	\$ 4,000
B	Construction Plans (Field Survey, Street, Traffic Signal and Signing & Striping Plans)	Fixed Fee	0\$ 36,500
C	Specifications	Fixed Fee	\$ 1,300
D	Estimate	Fixed Fee	\$ 2,400
E	Meetings, Bid Phase, & Construction Phase Support	Fixed Fee	\$ 5,800
F	Coordination with Caltrans Local Assistance	Fixed Fee	\$ 6,300
G	Work Schedule	Fixed Fee	\$ 1,100
H	Preparation of Fact Sheet for Design Exception	Fixed Fee	\$ 4,700
Total			\$ 61,600

Attachment 2



December 11, 2015

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

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

RE: Request for Additional Scope and Budget for the Second Left Turn Lane North
Bound on Gene Autry Trail at Vista Chino in Palm Springs Project – City Project
#14-13

Dear Savat:

Albert A. Webb Associates' (WEBB's) "Environmental Approval" scope of work (Task A in Exhibit A of our May 6, 2015 proposal) was based on the finding in the Preliminary Environmental Study (PES) prepared for the project and the assumption that the environmental document for this project would be a *Categorical Exclusion without required technical studies*. The PES approved by Caltrans on June 15, 2015 indicates the environmental document to be developed for the project is a *Categorical Exclusion with required technical studies*. Based on information in the approved PES and our conference call with Caltrans District 8 staff on October 14, 2015, WEBB is requesting additional budget and scope to prepare the following technical studies:

- Air Quality: Air Quality Report (PES, p. 6-76)
- Hazardous Material/Hazardous Wastes: Initial Site Assessment (Phase I) (PES, p. 6-76)
- Cultural Resources: APE Map, HPSR, ASR, along with coordination with local preservation groups and/or Native American Tribes (PES, p. 6-79).

Exhibit A contains our proposed additional scope of work. Exhibit B contains a summary of our fee proposal for services described in Exhibit A.

We appreciate the opportunity to continue to be of service to the City. If you have any questions or require additional information, please call me at (951) 686-1070.

Sincerely,
Albert A. Webb Associates

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

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



Exhibit "A" – Additional Scope of Work

Based on WEBB's review of the Caltrans approved PES and coordination with Caltrans Environmental staff, we propose to prepare the following technical studies: air quality report, initial site assessment, and for cultural resources – an APE map, historic properties survey report (HPSR), and archaeological survey report (ASR) as described below.

A.1 Air Quality Report

WEBB will prepare an Air Quality Report pursuant to Chapter 11, Air Quality, of Caltrans Standard Environmental Reference document and the Air Quality Conformity Analysis template. In addition to general background and project information, collection of necessary background data specific to the air quality work includes existing and future intersection data, including truck traffic, from the City. A qualitative project-level conformity analysis including a regional emissions analysis and hot spot analysis (CO, PM-10, and PM-2.5) will be conducted. Construction-related impacts and fugitive dust control measures will be evaluated. Naturally occurring asbestos, mobile source air toxics, and greenhouse gases will be also be qualitatively discussed, if requested by Caltrans. WEBB will assist the City during the interagency consultation process with Southern California Association of Government's (SCAG) Transportation Conformity Working Group for a determination whether or not the project is a Project of Air Quality Concern (POAQC) to satisfy federal conformity requirements. It is assumed that the project is not a POAQC and a detailed hot spot analysis not required. Prepare a separate Transportation Air Quality Conformity Checklist for the City to submit to Caltrans. The AQR will summarize all of the above including the results of the air analyses, potential impacts, and avoidance, minimization and/or mitigation measures as appropriate. The above scope includes one round of revisions based on Caltrans comments and assumes no new analysis or substantial revisions are required. Coordination with the City and Caltrans will be required throughout the preparation of the AQR, as well as coordination with SCAG and San Bernardino Associated Governments (SANBAG) during the interagency consultation process.

A.2 Initial Site Assessment

At this time, Caltrans is not requesting a full Phase I Environmental Site Assessment (ESA). Caltrans is requesting submittal of the Initial Site Assessment (ISA) checklist. The Caltrans Engineer reviewing the ISA will make a determination as to whether additional studies are needed. WEBB will review the California Department of Toxic Substances Control GeoTracker website to identify known hazardous waste sites in or near the project area, conduct a site visit, complete and submit the ISA checklist to Caltrans, and follow-up with Caltrans environmental staff.

A.3 Cultural Resources

Caltrans is requesting cultural resources studies because the project is in proximity to tribal lands. WEBB has selected Applied EarthWorks, Inc. (Æ) to complete the requested cultural resources assessment for the project. Æ has and successfully worked with Caltrans District 8 and is very familiar with their process and the amount of coordination needed to complete the cultural resource requirements for the project. Æ will coordinate directly with Caltrans District 8 Native American Coordinator (Mr. Gary Jones) regarding the initiation of the Section 106 consultation process for the Project.

Cultural Resources Inventory

Æ will complete an archaeological literature and records search at the Eastern Information Center (EIC), housed at the University of California, Riverside. For purposes of this project, this search will encompass a one-mile radius of the project's Area of Potential Effects (APE). Copies of all previously recorded cultural resources records and relevant cultural resources reports within the search area will be obtained. Æ will also

inspect any historical documents, USGS survey plats, and Government Land Office (GLO) plats that depict the project area.

Æ will contact the Native American Heritage Commission (NAHC) for a search of the Sacred Lands Files. Æ will also assist the California Department of Transportation (Caltrans) in contacting individuals listed by the NAHC that may have an interest in the project. Consultation will be initiated by letter and followed by telephone contact.

Cultural Resources Field Survey

Æ will assist Caltrans in establishing an APE for the project that takes into account all direct and indirect impacts to potentially significant cultural resources.

The Phase-I Cultural Resource Survey will entail a complete and intensive pedestrian survey of an approximately 1.6 mile corridor by a qualified archaeologist. Survey transect spacing will range from 10 to 15 m (30 to 50 ft.), and all soils and landforms likely to contain or exhibit archaeologically or historically sensitive cultural resources will be inspected carefully to ensure that visible, potentially important cultural resources are discovered and documented. Additionally, the surveyors will investigate any unusual contours, soil changes, distinctive vegetation patterns, natural and man-made features, and other potential cultural site markers.

This scope and budget assumes there are no previous or newly identified cultural resources that will require documentation with the project's APE.

Report Preparation

At the conclusion of the inventory and survey, Æ will prepare an APE Map, an Archaeological Survey Report (ASR), and a Historic Properties Survey Report (HPSR), to California Environmental Quality Act (CEQA) standards as well as the standards outlined in Caltrans Standard Environmental Reference (SER), Volume 2, Cultural Resources. This task includes for two review cycles of each submittal and no more than six (6) hard copies of the draft report and no more than six (6) hard copies of the final report will be required by Caltrans.

Exhibit "B" – Compensation

Services described in our Additional Scope of Work (Exhibit "A") shall be provided on a time and material basis not to exceed **\$24,850**. Charges for services will be billed monthly in accordance with the attached fee schedule. A breakdown of our fees is provided below:

Task	Description	Budget Amount
A.1	Air Quality Report	\$6,550
A.2	Initial Site Assessment	\$1,700
A.3	Cultural Resources	\$16,600
Total		\$24,850