

REPORT

**To the Honorable Mayor and City Council and
The Redevelopment Agency Board
From the City Manager and Executive Director**

August 11, 2008

SUBJECT

Consulting civil engineering services for the design phase of the El Camino Real "Grand Boulevard" Streetscaping Project –Broadway to Brewster Avenue.

RECOMMENDATION

Approve, by motion, a professional services agreement with T.Y. Lin International, Inc. of San Ramon to provide consulting civil engineering services for the design phase of the El Camino Real "Grand Boulevard" Streetscaping Project not to exceed \$308,728.00.

BACKGROUND

The proposed project is the first in an anticipated sequence of improvements along El Camino Real ("ECR") and consists of pedestrian, streetscape and landscape improvements to ECR from Broadway to Brewster Avenue, approximately 1/10th of a mile. The proposed improvements are consistent with the requirements of the Downtown Precise Plan as well as with the conceptual design for ECRI prepared by Terry Bottomley and Associates and reviewed by the Council/Agency Board in a workshop and Council Meeting on June 5, 2006. The proposed improvements also support the principles of the Grand Boulevard Initiative ("GBI") adopted by the Council in December, 2007. The GBI is a collaborative effort involving 19 cities and both San Mateo and Santa Clara counties to transform ECR into a "grand boulevard" for the length of the Peninsula Corridor.

The proposed improvements are intended to improve pedestrian safety and enhance the pedestrian experience at the intersection of ECR and Broadway. This intersection is a downtown gateway and one of the most frequently used pedestrian crossings in Redwood City. Improvements include the addition of a median refuge area and street frontage improvements that will reduce the distance and time required for pedestrians to cross the street. Improved lighting and landscaping are also proposed between Brewster and Broadway.

ECR is a state maintained highway. As such, proposed work will require review and approval by, and an encroachment permit from the California Department of Transportation. If Council approves the proposed agreement, staff anticipates delivery of the plans, specifications, and estimate for this improvement project by December 1, 2008. Start of construction is scheduled for Summer, 2009 and completion of construction in Winter, 2009.

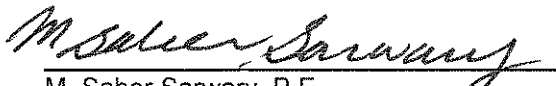
Staff received four proposals for performing consulting civil engineering services necessary to the design phase of the El Camino Real "Grand Boulevard" Streetscaping Project. The proposal by T.Y. Lin, International for \$308,728.00 is considered reasonable and responsible by the City Engineer.

ALTERNATIVES

Council may choose not to approve the proposed agreement and direct staff to investigate other qualified service providers or to redefine the project. However, the Metropolitan Transportation Commission Housing Improvement Program (MTC/HIP) grant of \$387,500 requires the completion of 100% drawing by December 1, 2008 and delay may jeopardize this grant funding.

FISCAL IMPACT

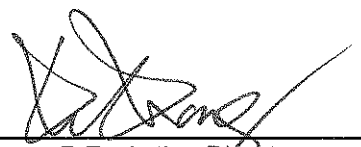
Available funding for this project currently totals \$1.2 million from a combination of sources including the MTC/HIP grant, a C/CAG HIP grant, the City's Capital Projects Fund and the Redevelopment Agency's Capital Outlay Fund. The cost of the improvements, including the proposed agreement, is currently estimated as \$2.7 million. Completing the plans will secure the MTC and C/CAG grants.



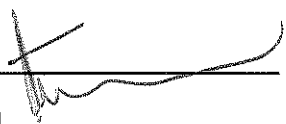
M. Saber Sarwary, P.E.
Senior Civil Engineer



S. Peter Vorametsanti, Acting Manager
Engineering & Construction Division



Chu Chang, P.E., Acting Director
Community Development Services



Peter Ingram
City Manager and
Executive Director of the Redevelopment Agency

ATTACHMENTS

Scope of Services proposed by T.Y. Lin International

RELATED DOCUMENTS IN CITY CLERK'S OFFICE

Proposed Agreement with T.Y. Lin International



Sequencing of Construction: Maintaining business access and transit services during construction will be addressed early on in the design to insure minimum disturbance to the existing community. It is anticipated that a Stage Construction and Traffic Handling Report would be required for Caltrans approval.

WORK PLAN

PROJECT APPROACH

The TYLI team will develop plans, specifications and estimate (PS&E) to be used as project construction documents for the El Camino Real Streetscaping Project from Broadway Street on the south to Brewster Avenue on the north. El Camino Real is a State freeway under Caltrans jurisdiction and all improvements are subject to review and approval under Caltrans Encroachment Permit Manual guidelines.

The PS&E documents will be used to obtain a Caltrans Encroachment Permit as well as for bidding and construction. The City has submitted a Preliminary Environmental Studies document to Caltrans. It is expected that environmental approvals under California Environmental Quality Act (CEQA) as well as National Environmental Protection Act (NEPA) will be obtained with a Categorical Exemption.

The TYLI team will utilize our experience in preparing PS&E for streetscape improvements to the fullest extent possible. While preparing these plans, we will work closely with the City and Caltrans District 4 to obtain the necessary approvals and permits to proceed with bidding and construction. The documentation needed for the project will include preparation of an Encroachment Permit Application, as well as an Engineer's Certification of Right of Way and Engineer's Certification of Utilities. Also, a PS&E checklist and E76 will need to be prepared in accordance to the Local Assistance Procedures Manual. TYLI has in-house Quality Assurance/Quality Control (QA/QC) processes that have been implemented on all projects. These QA/QC processes will be implemented throughout the project. The TYLI Team Members believe that quality is a very important element in the success of any project. With these TYLI QA/QC processes and with TYLI's belief in quality, the City can be assured that the TYLI Team will deliver a high quality project.

SCOPE OF WORK

The general scope of work will consist of the following tasks:

Task 1 - Project Management

- 1.1 Communicate regularly with City Staff and hold face-to-face meetings as required throughout the term of the contract.
- 1.2 Schedule, chair, and prepare meeting agendas and minutes for all meetings.
- 1.3 Attend and present information, as required, at meetings with the City's Project Team, with stakeholder groups or before the City Board of Supervisors. Attend meetings as required to complete the project environmental process.
- 1.4 Prepare special exhibits to illustrate the design concepts.
- 1.5 Assist City in pursuing additional funding for the project if necessary.

Deliverable

- ♦ Agenda and Meeting Minutes

Task 2 - Develop and update Project Schedule

Develop a project schedule utilizing Microsoft Project. Provide updated project schedule and progress report to the City at a minimum of two-week intervals.

Deliverable

- ♦ Project Schedule and Progress Report

Task 3 - Research Record Information and Right-of-Way

Review of the right-of-way documents and the preliminary ROW investigation will begin immediately. It is anticipated that no ROW will be required. The following survey products will be required to obtain the encroachment permit:

- ♦ Review Title Report documentation
- ♦ Review recorded maps provided by the City

It is assumed that Hard Copy Mapping will not be required by Caltrans. It is also assumed that a record of survey map would not be required to be filed.



Task 4 – Research Existing Utilities and Utility Potholing

Utility companies will be contacted to request facility maps needed and to assess whether any facilities will be impacted by the project. Utility plans will be developed from the facility maps and field survey, and will be submitted to utility companies for verification. The utility facilities will be positively located in accordance to Caltrans Chapter 13.01.02.08 "Policy on High and Low Risk Underground Facilities within Highway Right of Way."

Deliverables

- ♦ Utility Letters
- ♦ Utility plans

Task 5 – Perform Field Design Surveys and Topographic Mapping

The following efforts will be performed for this task:

- Prepare Aerial Base Mapping. It is assumed that the Caltrans A-B-C approval process will not be required.
- At conform locations, ground field surveys will be performed to insure the new engineering design fits the existing field conditions. The appropriate Utility (surface/sub-surface) infrastructure will be located as needed to complete the project.

It is assumed that sufficient horizontal and vertical controls are located within a reasonable distance to the site, and that property corner/ ROW monumentation is findable and usable to easily determine the boundary lines.

Task 6 – Prepare Plans and Specifications

6.1 Preliminary design (35% PS&E)

The Preliminary layout will be developed using the aerial topographic base mapping and will show the proposed improvements including median widening, bulb-outs, lane dimensions, and striping. The layout will be consistent with the design plan and cross section set forth in RFP Exhibits 1 and 2. The plans will be supplemented by cross sections, enlarged plans and photographic images to communicate materials, color, size, and form for the refined design.

The TYLI team will develop three alternative site furniture families to explore a range of

styles. These preliminary schematic design materials will show the layout of the streetscape improvements including landscaping, hardscape treatments, street trees and grates, site furniture amenities (benches, waste receptacles, bike racks, newspaper stands, public drinking fountains), and way-finding signage. Public gathering spaces for outdoor seating and dining, as well as areas for potential public art will also be identified. A preliminary level construction cost will be prepared as well. The following sub-tasks will be included:

- 6.1.1 *Review Preliminary Plans, and Cost summary with City Staff* – The TYLI team will meet with City Staff to review the Preliminary Design Plans and potential options. Following the meeting, TYLI will incorporate staff comments and prepare presentation material suitable for use at the public meeting.
- 6.1.2 *Public Meeting* – The TYLI team will work with City Staff to communicate to the public the technical information and economic feasibility about the project and gather input on the Preliminary Design plans. The TYLI team envisions that at this meeting, we will present the Preliminary Design Plans, three alternative site furniture families, optional color palettes, tree species, material options. We will facilitate the group consensus on the preferred design components.
- 6.1.3 *Perform Geotechnical analysis as required by the project.* This task will be performed only after City authorization.
- 6.1.4 *Perform QA/QC* – This will include performing the TYLI internal QA/QC review for all 35% plans, including those to be performed by subconsultants.

Deliverables

- ♦ Three sets of 1"=20' scale layout
- ♦ Preliminary construction cost
- ♦ Minutes of plan review meeting



6.2 Pre-final, 100% PS&E)

The TYLI team will refine the preliminary plans into a Final Design Plan. The final plan will include descriptions/images describing materials, style, color, and manufacturer of selected hardscape treatments, site amenities, and public gathering spaces. Presentation materials will be prepared suitable for use at Public Meeting #2 and subsequent public presentations. We will also update the initial construction cost estimate to reflect the Final Preliminary Design Plans. The following subtasks will be included.

- 6.2.1 *Review Final Design Plans and Cost summary with City Staff* – The TYLI team will meet with the City Staff to review the Final Design Plans and potential options. Following the meeting, TYLI will incorporate staff comments and prepare presentation material suitable for use at the public meeting.
- 6.2.2 *Public Meeting* – The TYLI team will work with City Staff to communicate to the public the Final Design Plans. The TYLI team envisions that at this meeting, we will present the preferred Final Design Plans, site furniture, color palette, tree species, and material options. We will facilitate the group to gather any additional comments on the preferred design components.
- 6.2.3 *Prepare Specifications* – The team will prepare technical specifications for the pre-final, 100% Plans. The specifications will be in conformance with Section 10 "Construction Details" of The 2006 Caltrans Standard Special Provisions.
- 6.2.4 *Perform QA/QC* – This will include performing the TYLI internal QA/QC review for all pre-final, 100% PS&E, including those to be performed by subconsultants.

Deliverables

- ◆ Three sets of 1"=20' scale Improvements Plans
- ◆ Technical Specifications
- ◆ Pre-final, 100% construction cost

- ◆ Minutes of plan review meeting

6.3 Prepare Final PS&E, Bid ready

The TYLI team will prepare final plans, specifications, and cost estimate. The specifications will include technical specification based on Section 10 "Construction Details," of the Caltrans Standard Special Provisions. TYLI will incorporate the City of Redwood City front end specifications. The team will also include City staff and Caltrans 100% review comments.

- 6.5.1 *Attend meeting with the City and Caltrans* – The TYLI team will present the Final PS&E to City Staff and Caltrans and discuss comments received from City Staff and Caltrans. Key proceedings, decisions and issues will be documented in meeting minutes.
- 6.5.2 *Perform QA/QC* – This will include performing the TYLI internal QA/QC review for all Final PS&E, including those to be performed by subconsultants.

Deliverables

- ◆ One 24" x 34" signed sets of 1"=20' scale Improvements Plans
- ◆ One "camera-ready" Contract Document and Technical Specifications, including appendices
- ◆ Final construction cost
- ◆ Minutes of plan review meeting
- ◆ Obtain Caltrans Encroachment Permit

ORGANIZATION CHART

The chart on the following page presents the TYLI organization for conducting the work under this contract and identifies task leaders for the principal areas of work. All work will be under the direction of Tom Wintch as Project Manager. He will serve as the principal contact with the City Project Team and will actively participate in all project meetings. As Project Manager, he will directly oversee the work of the TYLI task leaders and subconsultants, ensuring conformance with technical, schedule, and budget requirements. He will be proactive in his management activities to ensure that the project work is completed by the established deadline.