

City of Piedmont
COUNCIL AGENDA REPORT

DATE: April 17, 2023

TO: Mayor and Council

FROM: Rosanna Bayon Moore, City Administrator

SUBJECT: Consideration of a Project Specific Supplemental Agreement for Design Services with Coastland Civil Engineering in the Amount of \$186,600 for the Fiscal Year 2023-24 Pavement Restoration Project

RECOMMENDATION

By a single motion, take the following action with regard to the proposed project specific supplemental agreement for Design Services for the Fiscal Year 2023-24 Pavement Restoration Project:

1. Approve the proposed agreement with Coastland Civil Engineering for the Fiscal Year 2023-24 Pavement Restoration Project, based on a time and materials basis, at an amount not to exceed \$186,600.

BACKGROUND

This project implements the recommendations contained in the City's Pavement Management Plan (PMP), which ranks the pavement condition of each roadway in the city and assigns a numeric score between 100 (perfect condition) and 0 (very poor condition). Generally, the city seeks to select roadways in the worst condition and resurface them using appropriate pavement treatments. The city also attempts to cluster roadways to minimize the project area and hopefully reduce the overall project cost.

Using the City's PMP as a guide, the city has completed pavement restoration projects annually. For this year's project, staff are proposing the following streets for pavement rehabilitation:

Street	Limits
Dracena Avenue	Blair Ave to Park Way
Kingston Avenue	Linda Avenue to Greenbank Avenue
Blair Avenue	Highland Avenue to the Bonita Avenue
Hillside Avenue	Oakland Avenue to Blair Avenue
El Cerrito Avenue	Oakland Avenue to Blair Avenue
York Drive	Arroyo Avenue to Cambridge Way
Grand Avenue	Linda Avenue to Greenbank Avenue

Grand Avenue	Linda Avenue to Fairview Avenue
San Carlos Avenue	Blair Place to Oakland Avenue

As part of the overall project, staff will review project roadways for consistency with our Complete Streets Policy and the Piedmont Safer Street Plan (PSS) for bicycle and pedestrian safety improvements. Based on a review of the Complete Streets Policy and PSS Plan, staff anticipate that this year's pavement rehabilitation project will include the rehabilitation of 27 pedestrian ramps, as well as inclusion of enhanced crossings (bulb-outs and pedestrian crossing signs/Rectangular Rapid Flashing Beacons or RRFB's) at the intersections of Grand Ave and Linda Ave. (project #6 as identified in PSS) and Grand Ave. and Greenbank Ave. (project #4 as identified in PSS).

Also included with this year's project will be striping improvements on several streets within the central part of the city. Roadway striping performs an important function of guiding and controlling traffic and serves as a psychological barrier while delineating the traffic path. It also channelizes the movement of the pedestrians and cyclists into the safe zones and is an effective traffic calming tool. According to manufacture recommendations, existing thermoplastic striping should be replaced approximately every five years. Generally, the streets being restriped will have striping refurbished including red curbs, parking stall locations (where they currently exist), any existing centerlines, crosswalks, stenciled "STOP" signs, stop/limit line bars and other legends.

DISCUSSION

For more than 10 years, Coastland Civil Engineering has designed improvements associated with Piedmont's annual pavement restoration projects. Coastland has provided a proposal for the work associated with completing the construction documents for this project and staff has found it acceptable.

SCHEDULE

The estimated schedule for design is 3 to 4 months. Staff anticipate that this project will be ready for construction during fiscal year 2023-24.

FISCAL IMPCAT

The estimated cost to design the pavement rehabilitation project is a not to exceed fee of \$186,600. It is anticipated that the overall cost for the design will be paid for with \$186,600 of Measure BB Local Streets and Road funds. Overall construction costs are estimated to be approximately \$1,300,000, and award of the construction agreement and the corresponding construction cost allocation will be brought to Council for award as a future item. The overall construction estimate will be refined once the design is complete.

CITY ATTORNEY REVIEW

The City Attorney has reviewed and approved the Agreement as to form.

By: Daniel Gonzales, Public Works Director

Attachments:

Project Specific Supplemental Agreement

**PROJECT SPECIFIC SUPPLEMENTAL AGREEMENT
FY2023 PAVEMENT REHABILITATION PROJECT**

WHEREAS, the City of Piedmont (herein referred to as “Agency”) entered into a Public Agency Agreement on July 2, 2012 (“Public Agency Agreement”) with Coastland Civil Engineering, Inc. (herein referred to as “Consultant”) to provide City Engineering Services; and

WHEREAS, said Public Agency Agreement for City Engineering allows for additional project specific engineering services to be assigned by the Agency on an as-needed basis; and

WHEREAS, the Agency has determined that the Agency needs Professional Engineering Services for FY2023 Pavement Rehabilitation Project (hereinafter referred to as “Project”); and

WHEREAS, the Agency does not have the current staff with expertise to provide these services and needs to retain a consultant with the appropriate experience for this work; and

WHEREAS, Consultant has professional staff with the proper experience and background to carry out the duties involved for this work; and

WHEREAS, the Agency wishes to retain Consultant for the performance of services associated with said Project, subject to all the terms and conditions as set for in the original Public Agency Agreement with Consultant.

THEREFORE, Agency and Consultant mutually agree to the scope of work and additional fee as follows:

Scope of Work

All work associated with the Project shall be per the scope of work attached as Exhibit “A”.

Payment Terms

For Consultant Services associated with the Project, Agency agrees to pay Consultant in accordance with the payment terms provided on Exhibit “B” attached hereto and incorporated herein by this reference.

IN WITNESS HEREOF, the parties have caused their authorized representative to execute this amendment on _____, 2023.

CITY OF PIEDMONT

BY: _____
Jen Cavanaugh, Mayor

COASTLAND CIVIL ENGINEERING, INC.

BY: _____
John L. Wanger, CEO

Attest:

John O. Tulloch, City Clerk

Approved as to form and legality:

Michelle Marchetta Kenyon, City Attorney
Deepa Sharma, Assistant City Attorney

Exhibit "A"

SCOPE OF WORK

Task 1 – Meetings with City

Coastland will initially meet with City staff to discuss project details, scope and coordinate efforts. After the 60% and 90% submittals, Coastland will meet with the City to review their comments and answer any questions. Coastland have included a total of three meetings under this task: one (1) kick-off meeting and two (2) progress design review meetings.

Task 2 – Background Information

Coastland will assemble the available City information pertaining to the project including GIS base maps, and any additional pertinent information for the project. Coastland will coordinate with outside utility companies to ensure that all existing facilities, both underground and overhead, are identified accurately during the preliminary design phase. Coastland will prepare and send letters to EBMUD, PG&E, Comcast Cable TV and AT&T informing them of the project and requesting their facility drawings. Under this task Coastland will follow up with each utility provider by preparing a 60% submittal package to each so they can verify the accuracy of their facilities. Coastland do not anticipate that utility relocation will be required for this project due to the surface nature of the improvements, and as such potholing for utilities is not included in our scope. However, Coastland do anticipate that some utility boxes may need to be adjusted to finish grade within the pedestrian ramps and/or bulb-out areas.

With this task, Coastland will conduct a field review, take digital photos of the site and observe existing conditions in the field so Coastland may be able to identify any unusual or special conditions that may affect the project design or construction. Coastland will also take field measurements to supplement base mapping for the rubberized cape seal streets as well as determine areas for localized pavement repairs if needed.

Task 3 – Surveying

Through our subconsultant, Cinquini & Passarino (CPI), Coastland will complete the needed surveying for this project. The work will include performing a ground topographic survey and preparation of a map at 1" = 20' scale with one-foot contour interval, primarily for the pedestrian ramp work associated with the project as well as the streets proposed for a mill and fill pavement rehabilitation treatment.

The roadways slated for mill and fill will be cross sectioned at intervals of approximately 25 feet from top face of curb to top face of curb. Additionally, driveway aprons and utilities in the roadway and utilities between the top face of curb and back of sidewalk will be located. The curb ramps identified for mapping will include detailed mapping of the entire curb return plus 30 feet beyond the curb return in each direction as measured along the face of the curb. In addition to top of curb, flowline of gutter, lip of gutter and back of sidewalk, CPI will locate the area five feet behind the back of sidewalk and extend the survey to the center of the roadway. Any intermediate grade breaks in the road will also be mapped.

Topographic survey will include all necessary work to produce a topographic map, including features such as, but not limited to; building corners and elevations, curb lines, water meters, sewer cleanouts, valves, manholes (including rim, invert and pipe information), utility markings on the pavement, utility poles, driveway and doorway locations, sidewalks, trees four (4) inches and larger (at curb ramp areas only), retaining wall or decorative walls, and any other pertinent information that could apply to the project during design.

Topographic survey will be provided on North American Vertical Datum of 1988 as established by GNSS observations. The topographic map will horizontally relate to California Coordinate System of 1983, Zone III, Epoch 2017.50.

Task 4 – 60% Submittal

Following our background research, documentation gathering, utility coordination, survey and field review, Coastland will prepare a 60% submittal, which will include initial paving plans and preliminary layout and grading plans for the pedestrian ramps and bulb-out areas, design of annual striping improvements in the center portion of the City, and a preliminary green infrastructure plan at Grand and Fairview. Coastland will also prepare draft technical specifications and a preliminary cost estimate of probable construction costs. Coastland will provide electronic copies of the plans, technical specifications and estimate (PDF) for City review and comment. During the review of the 60% submittal, Coastland will work with the City to make a final determination as to whether the green infrastructure improvements will move forward with final design and included in the overall project. If it is decided to include the green infrastructure improvements, Coastland will provide an amendment to include a scope of work and fee for this work.

Task 5 – 90% Submittal

Upon completion of the 60% submittal and review by the City, Coastland will prepare a 90% submittal of the plans, specifications and engineer's estimate. The 90% documents will include the standard front-end bid documents, special provisions and technical specifications, improvement plans and associated details for the paving, ramp and enhanced crossing work and an estimate of probable construction costs. Coastland will provide the City with an electronic set of the 90% PS&E documents (PDF) for City review and comment.

Coastland's Construction Management Department will perform a constructability review of the contract documents. Through this review, Coastland will help minimize change orders and potential claims.

Task 6 – Final Documents

Coastland will incorporate comments received with the 90% submittal and prepare final bid documents. Coastland will provide the City with an electronic copy of the stamped and signed drawings (PDF files), specifications (Microsoft Word) and final cost estimate (Microsoft Excel).

Task 7 – Bidding Assistance

Coastland will provide the City with the Notice to Bidders for publication in the local paper. Coastland will coordinate with BPX for the bid administration and electronic plan room for contractors to submit bids. Coastland will provide BPX with a PDF of the signed and stamped improvement plans and project specifications for them to upload to the electronic plan room. Coastland will also provide bid assistance to the City to answer any questions that may arise during the bidding phase. This will include preparing up to two addendums that may be necessary.

Coastland will run the bid opening meeting and review information submitted by the low and second lowest bidder for technical accuracy, ensure that all forms are signed, ensure the contractor is in good standing with the State Contractor's Licensing Board, verify necessary bonds are provided, check that insurance provided meets the contract specifications, check the status of the Contractor and any subcontractor's Department of Industrial Relations registration, and provide a staff report and resolution for the award of the project.

Exceptions to Scope of Services

The following work is not included in our proposal; however, Coastland would be pleased to provide these services if the City desires:

- Environmental studies: as this is work on existing facilities, this project should be categorically exempt. A statement to that effect will be included in the awarding resolution to the contractor.
- Right-of-way determination or preparation of associated documents. Our proposal assumes that the proposed work will be within the existing rights-of-way.
- Public participation effort. If this is something the City desires, Coastland can provide an additional scope and fee to include this work.
- Meetings beyond those noted above.
- Construction assistance (an estimate of this will be provided once the bid documents have been finalized).

Exhibit “B”
ESTIMATED COST

Based on our scope of work, Coastland are proposing that the services associated with this project be completed on a time and materials basis for a not-to-exceed amount of \$186,600. The amount quoted is assuming that all of the work for this project will fall under the scope of work as described in the proposal. If additional work is necessary that falls outside of this scope of work, the parties can either re-negotiate a new scope of work or the Consultant can provide these services on a time and materials basis per the Consultant’s schedule of hourly rates.

Please note that the not-to-exceed amount includes an estimated amount of \$950 for reimbursable expenses (i.e. printing, plotting, etc.). These reimbursable costs will be billed at cost plus 15%.

Payments to Consultant shall be made in accordance with the Public Agency Agreement.