

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorizing the City Manager to Execute a Professional Services Contract with Reid-Middleton, Inc. in the Amount of \$170,000 for Design of the 15 th Avenue NE Pavement Preservation Project
DEPARTMENT:	Public Works
PRESENTED BY:	Tricia Juhnke, City Engineer
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

In 2018, the Washington State Department of Transportation (WSDOT) awarded a Surface Transportation Program (STP) grant for design and construction of a pavement preservation (overlay) project on 15th Avenue NE between NE 155th Street and NE 160th Street. The project will use these grant funds, supplemented by the Annual Road Surface Maintenance (ARSM) Program, to complete the pavement overlay, reconstruct curb ramps to Americans with Disabilities Act (ADA) standards and replace pavement markings. The project will also rehabilitate several areas of sidewalk along the west side of the street utilizing funding from the Sidewalk Rehabilitation Program (SRP).

Consultant services are now needed to develop the final design 15th Avenue NE Pavement Preservation Project. Staff completed a selection process in March 2019 and selected Reid-Middleton, Inc. as the most qualified firm to provide the required professional services for the project. Subsequently, Staff negotiated contract scope and fee with Reid-Middleton, Inc. Council authorization is needed to enter into an agreement with the consultant.

RESOURCE/FINANCIAL IMPACT:

The 2019-2024 CIP includes \$2,690,000 for the ARSM Program in 2019 and \$775,017 for the Sidewalk Rehabilitation Program. Approximately \$1.9 million is committed to other 2019 ARSM projects and, from the SRP, approximately \$100,000 is committed to other SRP projects; therefore, sufficient funding is available for this project. The project budget is shown below:

Project Expenditures:

Staff and Other Direct Expenses	\$ 55,000
Design Consultant	\$ 170,000
Construction	\$ 487,713
Contingency	\$ 50,000
Total Project Expenditures	\$ 762,713

Project Revenue:

Federal Grant – Awarded by WSDOT (STP)	\$ 587,289
Sidewalk Rehabilitation Program	\$ 93,225
Annual Road Surface Maintenance Program	\$ 82,199
Total Available Revenue	\$ 762,713

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to execute a professional services contract with Reid Middleton, Inc. in the amount of \$170,000 for the 15th Avenue NE Pavement Preservation Project.

Approved By: City Manager ***DT*** City Attorney ***MK***

BACKGROUND

In 2018, the Washington State Department of Transportation (WSDOT) awarded a \$587,289 Surface Transportation Program (STP) grant for design and construction of an overlay project on 15th Avenue NE between NE 155th Street and NE 160th Street. On March 5, 2018, Council approved obligation of \$762,713 for the design and construction of this project through a Local Agency Agreement with WSDOT, including the \$587,289 in grant funds and \$175,424 in City funds. The staff report for this Council action is linked here:

<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2018/staffreport030518-7c.pdf>.

The 15th Avenue NE Pavement Preservation Project will complete a mill and overlay of the full width of the roadway within the project limits, including the intersection of NE 160th Street. A vicinity map of the project is attached to this staff report at Attachment A. Pavement markings will be replaced in the same four-lane configuration as the existing markings. Additionally, all curb ramps in the project area and many sidewalk sections on the west side of the street will be reconstructed to ADA standards, which will also necessitate replacing a number of street trees. Staff expects that the design and bidding documents will be completed in late 2019 and will be ready for bid advertisement in January 2020.

Due to staff resource limitations, the design will be completed by a consultant. A Request for Qualifications (RFQ) was prepared in late 2018 to find an appropriate consultant for this work.

DISCUSSION

On February 4th, 2019, the City advertised an RFQ for the Project. Statements of Qualifications (SOQs) were received from three consultant teams by the February 25th due date. The consultant teams were:

- Reid Middleton
- Otak
- Gray and Osborne

The selection committee reviewed the consultant SOQs and selected Reid Middleton and Otak for interviews, which were held on March 15th of this year. While both teams were found to be highly qualified, the selection committee selected the Reid Middleton team as the most qualified for this project. The proposed contract Scope of Work for Reid Middleton is attached to this staff report at Attachment B.

There are two primary alternatives regarding the award of this contract:

1. Award the contract to the selected consultant (*recommended*).
2. Do not award the contract.

The STP grant requires completion of design and obligation of grant funds for construction by December 31, 2019. Awarding the contract allows the project to move forward. Conversely, not awarding the contract would halt the project. If the project is

halted or delayed, the City will risk loss of the full amount of the grant funds. Consequently, this alternative is not recommended.

COUNCIL GOALS ADDRESSED

This project addresses Goal 2: *Improve Shoreline’s infrastructure to continue the delivery of highly-valued public service.* The sidewalk and ADA ramp portions of the project also satisfies Action Step #1 of Goal 2: *Identify and advocate for funding, including grant opportunities, to support construction of new and maintenance of existing sidewalks and other non-motorized facilities.*

RESOURCE/FINANCIAL IMPACT

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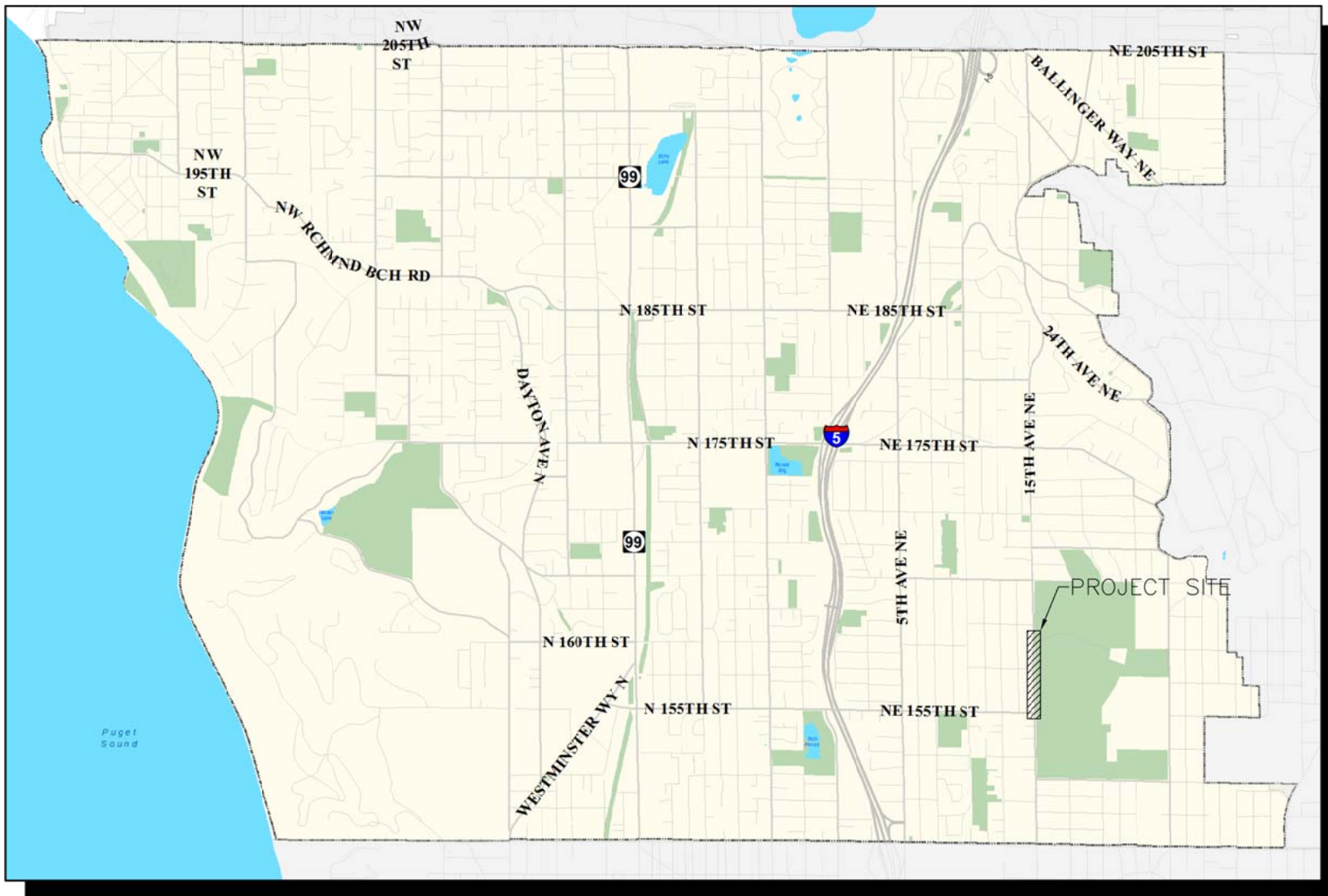
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ATTACHMENTS

- Attachment A – 15th Avenue NE Pavement Preservation Project Vicinity Map
- Attachment B – Reid Middleton, Inc. Professional Services Contract Scope of Work



VICINITY MAP
SHORELINE, WA

NTS



**Scope of Services
City of Shoreline
15th Avenue NE Pavement Preservation Project
March 25, 2019**

A. PROJECT UNDERSTANDING

The City of Shoreline (City) requires the services of Reid Middleton, Inc. (Consultant) to prepare final plans, specifications, and estimates for the 15th Avenue NE Pavement Preservation project. The project is located between NE 155th Street and NE 160th Street and is federally funded by the WSDOT Surface Transportation Program (STP) with matching local funds. Improvements include pavement repair and rehabilitation, roadway resurfacing, sidewalk repair, upgraded pedestrian facilities for compliance with the Americans with Disabilities Act (ADA), signal modifications at NE 160th Street to include video detection and Accessible Pedestrian Signals (APS), and roadway channelization.

The City shall provide support services to the Consultant as described in the following text. The Consultant will cooperate and coordinate with City staff to facilitate the project.

B. DESIGN CRITERIA

Reports prepared as part of this scope of services, to the extent feasible, will be developed in accordance with the latest edition and amendments to the following documents, as of the date this Agreement is signed:

1. WSDOT Publications
 - a. Washington State Department of Transportation/American Public Works Association (WSDOT/APWA), Standard Specifications for Road, Bridge, and Municipal Construction, 2018 edition.
 - b. WSDOT/APWA Standard Plans for Road, Bridge, and Municipal Construction; 2018 edition.
 - c. WSDOT Design Manual, February 2019 edition.
2. AASHTO Publications

A Policy on Geometric Design of Highways and Streets, 2018 edition.
3. City of Shoreline Standards
 - a. Engineering Development Manual. 2019 edition.

- b. Standard Plans.
 - c. Shoreline Municipal Code as adopted January 7, 2019.
4. Other Standards and Publications
- a. FHWA Manual on Uniform Traffic Control Devices (MUTCD); 2009 edition.
 - b. WSDOT Americans with Disabilities Act (ADA) guidance.
 - c. Washington State Department of Ecology (DOE) 2014 Stormwater Management Manual for Western Washington (SWMMWW).
 - d. Base map and engineering CAD work will be done in Civil 3D 2018.

C. SCOPE OF SERVICES

The Consultant will perform the following:

1. Project Management

- a. Invoices, Budget Review, and Administration

Monthly invoices will be prepared according to a City-approved format.

Progress reports will include discussion of work performed and estimated percentage of work completed. Budget status including supporting documentation for direct expenses will be furnished with each invoice.

The Consultant has based the fee proposal on an eight-month duration to complete PS&E. Monthly project management tasks to be performed beyond the specified duration shall be considered extra work if the project duration is beyond the control of the Consultant.

Deliverables:

- Monthly Invoice and Progress Report, PDF and 1 hard copy.

- b. Contract and Amendments

The City shall prepare the contract and amendments as necessary. The Consultant will provide the City with scopes of services and fee proposals as required.

Deliverables:

- Scope of services, PDF.
- Fee proposal, PDF.

c. Project Schedule

The Consultant will prepare a critical path schedule using MS Project to track the progress of the deliverables. The project schedule will be based on the work identified in this scope of services and will identify major and support activities including significant work elements provided by the City. The Consultant will update the project schedule monthly (or as needed) to show progress and change.

Deliverables:

- Monthly Schedule Update, PDF, and MS Project copies.

d. File Management

The Consultant will provide file management which will include set-up, filing, and close out of project files.

e. Subconsultant Management

The Consultant will manage the subconsultants, process their invoices, and disseminate information to the project team.

Subconsultants are:

HWA (Geotechnical Investigation)
ESA (Environmental Services)
Abeyta & Associates (Right-of-Way Services)

f. Project Status Meetings

The Consultant and the City shall hold up to five meetings to discuss project progress and status.

Deliverables:

- Meeting minutes, PDF, and Word.

2. Project Initiation

a. Data Collection

The Consultant will require the following information, including but not limited to:

- (1) Available record drawing plans within project limits.
- (2) Design constraints, including areas that are not to be impacted.
- (3) Design vehicle for the project.
- (4) Available drainage information such as GIS information and drainage reports for areas in the project vicinity.
- (5) Relevant past geotechnical reports and pavement recommendations.
- (6) The City's current traffic and projected traffic data for the project vicinity.
- (7) City's design standards.
- (8) City's drainage standards.
- (9) City's drafting standards including Civil 3D requirements.
- (10) The City's current bid and contract documents and general conditions (project manual "front end" documents).
- (11) City's general special provisions

b. Project Kickoff Meeting

The Consultant will attend a kickoff meeting with the City. Attendees shall include the Consultant's project manager, design engineer, geotechnical engineer, and City representatives. The Consultant will prepare meeting minutes. The following items will be discussed:

- (1) Project scope of services
- (2) Project background
- (3) Project objectives and constraints
- (4) Define project priorities
- (5) Review material prepared to date
- (6) Confirm design criteria
- (7) Confirm project schedule

A site reconnaissance will be held the same day as the kickoff meeting. City representative(s) shall participate in the site visit and share project-relevant information and concerns.

Deliverables:

- Meeting minutes, PDF, and Word

3. Survey and Base Mapping

The Consultant will provide survey work necessary for preparation of the Construction Documents. The survey will be prepared in US Survey feet units. The Consultant will complete an existing conditions basemap between the sidewalks along 15th Avenue Northeast from NE 155th Street northerly to the Hamlin Park Road, including curb returns in each intersection.

a. Survey Control

- The survey will be on Washington State Plane NAD83-11 horizontal coordinate datum and NAVD88 vertical datum (GPS derived).
- The City shall provide any copies of datasheets for horizontal and vertical control in the immediate project area that they may have.

b. UAV Photogrammetric Survey

- The Consultant will use an Unmanned Aerial Vehicle to perform a photogrammetric survey of the site and will incorporate a high resolution ortho-rectified image of the site into the existing conditions base map.
- With the high prevalence of trees along 15th Ave NE it is not anticipated that high accuracy elevation information will be derived but in areas where results confirm an acceptable level of elevation precision the data will be incorporated into the base map in order to assist in keeping the field survey team safe and out of the roadways.

c. Utility Mapping

Underground utility lines will not be identified in this survey except for surface indications of subsurface utilities.

d. Topographic Survey

The topographic survey will include measurements and features within the survey limits as follows:

- Existing surface features including curb, gutter, sidewalk, ADA ramps and driveways.
- Existing utility features within the paved roadway and sidewalks as visible at the ground surface to include manholes, catch basins, fire hydrants, utility service panel locations, water meters and valve cases.
- Existing survey monuments in monument cases.

Survey mapping will be developed at one-foot contour intervals. Measurements will be taken on an approximate 50-foot grid. Elevations will be shown by contour lines.

e. Right-of-Way

- The consultant will incorporate GIS linework depicting rights of way and parcel boundaries into the existing conditions base map and will draft temporary construction easement legal descriptions and exhibit maps upon verification of the incorporated linework.

Deliverables:

- Base map, Civil 3D.
- Base map with pothole information, Civil 3D.
- Terrain model, landxml file.

4. Geotechnical Investigation and Analysis

The Consultant will perform the following:

a. Review Existing Soil and Ground Water Information

The Consultant will review readily available existing site information including geologic and existing geotechnical exploration information for the proposed alignment. Based on this review the Consultant will provide proposed locations for explorations for the proposed improvements.

b. Mark and Submit Locate Requests

The Consultant will finalize the proposed exploration locations and the requirements for accessing the locations, including any required traffic control. The Consultant will visit the site to mark the proposed

exploration locations and submit utility locates to the one-call center once the locations are finalized.

c. Prepare Exploration Plan Memo for Pavement Coring and PIT in City ROW

The Consultant will prepare a work plan and traffic control plan to perform 6 pavement cores and 1 PIT along the alignment and submit to the City for approval.

d. Conduct Exploration Program

The Consultant will conduct 1 Pilot Infiltration Test (PIT) at a location selected by Reid Middleton to assess infiltration rates. The Consultant will core the pavement in up to 6 locations in order to evaluate the existing pavement layer thicknesses.

e. Prepare Summary Logs and Assign Laboratory Testing

The Consultant will develop summary logs for each of the explorations based on the results from the test pit excavation and pavement coring and assign laboratory testing to characterize the soil observed in the explorations.

f. Evaluate Design Infiltration Rates

The Consultant will analyze the results of the PIT and use grain-size analyses from our PIT excavation to evaluate appropriate design infiltration rates.

g. Provide Pavement Design Recommendations

Based on the results of the pavement coring, the Consultant will make recommendations for depths of grinding and overlay for pavement rehabilitation.

h. Write Draft Report

The Consultant will provide a draft geotechnical report presenting a summary of the observations made in the field along with conclusions and recommendations for geotechnical aspects of the project including:

- Soil and groundwater conditions.
- Pavement design.
- Infiltration rates and feasibility.

- Materials likely to be encountered in excavations.
- Difficulty of excavations.
- Temporary excavations and shoring.
- Criteria for site preparation, fill placement, and compaction.
- Suitability of on-site materials for use as structural fill.
- Inclination of cut and fill slopes and benching requirements.
- Erosion control recommendations.

i. Prepare Final Report

The Consultant will finalize the geotechnical report once comments have been received from the City.

Deliverables:

- Draft geotechnical report, PDF.
- Final geotechnical report, PDF.

5. Coordination

a. Coordination with Utility Agencies

- (1) The Consultant will coordinate with the various utility agencies, including both franchise utilities and City-owned, regarding the relocation of existing facilities and provisions of new facilities within the project limits. Coordination with the utilities will include the following:
- (2) The Consultant will provide utility agencies with a copy of the completed base map for verification of their facilities.
- (3) The Consultant will initiate and maintain a utility contact database to log all correspondence (mail, e-mail, and phone logs) with all the utility agencies.
- (4) The Consultant will provide the utility agencies with a copy of the 30%, 60%, 90% and 100% design drawings.

b. The Consultant will provide follow up coordination via phone calls and emails with various utilities to resolve utility conflicts.

Deliverables:

- Meeting minutes, PDF and Word.

c. Coordination with Others

The City shall provide coordination with King County Metro, fire department, police department, school district, and the adjacent land owners as required.

d. Public Outreach

The Consultant will attend one (1) open house meeting to inform interested parties about the proposed improvements. The meeting will be informal, with graphics displayed showing the project. Three representatives from the design team will be present.

The Consultant will prepare supporting graphics that may include plan views of the improvements on roll maps (design superimposed over an aerial photo).

The Consultant will prepare a summary of open house comments.

The City shall organize, advertise, set up, and attend the meetings.

Deliverables:

- Roll plot exhibits.
- Open house summary.

e. Website Content

The City shall use open house materials on the website. No additional graphics are included.

6. Drainage Design

a. Preliminary Drainage Analysis

The Consultant will prepare preliminary drainage analysis including LID feasibility assessment in accordance with the City of Shoreline 2017 Stormwater Management Program Plan. The Consultant will prepare drainage basin maps, review existing stormwater conveyance, treatment and detention, and prepare new impervious and new pollution generating impervious surface (PGIS) maps. The Consultant will prepare preliminary sizing calculations in support of the preliminary drainage facility concept created during 30% design. The preliminary drainage design information will be provided in a Drainage Technical Memorandum, which will eventually be updated and incorporated into the Final Drainage Technical Memorandum corresponding to the 90% design.

Deliverables:

- Draft Drainage Technical Memorandum in PDF format.

- Final Drainage Technical Memorandum in PDF format.

b. Draft SWPPP

The Consultant will prepare a Draft SWPPP based on the 90% design.

Deliverables:

- Draft SWPPP, PDF and Word.

7. NEPA Evaluation and Documentation (Categorical Exclusion)

The Consultant will perform the work to prepare documentation to satisfy WSDOT Local Programs NEPA requirements. For the purposes of this scope and budget, it is assumed the appropriate level of documentation will be a Categorical Exclusion (CE). This includes the completion of a Categorical Exclusion (CE) form and supporting documentation per WSDOT requirements.

a. WSDOT CE Form and Coordination

The Consultant will prepare a Draft WSDOT CE form for the project to document compliance with NEPA. The CE form is the WSDOT-approved format for documenting projects that qualify for a CE. The CE form will be completed per the guidance and requirements in the WSDOT Local Programs Environmental Classification Summary Guidebook and WSDOT's Environmental Manual at the time a notice to proceed is received by Consultant. The Consultant will complete the Draft CE form using field data and existing information from the technical reports completed for the project (described herein), the project design plans, and other available information. The City shall review and edit the CE form and will be responsible for finalizing and submitting the form and supporting documentation to WSDOT for review and approval.

The Consultant will attend up to two (2) meetings, including a kick-off meeting with WSDOT and the project team to verify NEPA documentation requirements.

Deliverables:

- Draft WSDOT CE form (electronically in MSWord format).
- Final CE Form – (provided electronically in Adobe PDF format) includes edits based on one round of review comments by Reid Middleton and the City. All comment/edits made to the Word document will be provided in track changes mode.
- Revised Final CE Form (provided electronically in Adobe PDF format) includes edits based on one round of review comments by WSDOT.

Assumptions:

- Based on the project description provided by the City, it is assumed that a CE is the appropriate environmental classification for this project. This scope of work will need to be amended if WSDOT and FHWA determine that the project requires an environmental assessment or Environmental Impact Statement to complete NEPA documentation.
- Based on the developed conditions of the project area, it is assumed no wetlands, streams or other critical areas are present on the project site.
- Based on the project description, the project will not require a noise analysis and the project is assumed to be exempt from air quality analysis and a hot-spot analysis is not required.
- It is assumed that the project would not utilize or affect Section 4(f) properties. If it is determined that the project does utilize or affect 4(f) properties, this agreement would require amendment to comply with WSDOT 4(f) documentation requirements.
- It is assumed the project can be found exempt from Section 106 review and Environmental Justice analysis, and no Discipline Reports or Technical Reports/Memos will be required by WSDOT to support the CE Form.
- It is assumed the project will not trigger any other environmental or land use permits.
- It is assumed the City will find the project Categorically Exempt from SEPA review.

8. Right-of-Way Support Services

The Consultant will provide Right-of-Way acquisition services for the City. These services will be furnished in accordance with the processes and procedures as outlined in the WSDOT LAG Manual, M36-63 and Right of Way Manual M26-01.

a. Right-of-Way Evaluation and Support

The Consultant will provide the following services:

- Review title reports. Provide the City of Shoreline with a parcel summary memo listing ownership, title exceptions, existing easements, or other rights of record, and comments or concerns.
- Provide overall coordination for right-of-way activities; maintain records, parcel diary reports, files, documents and reports.

- Review the Right of Way Plan for compliance with WSDOT LAG manual requirements.
- Coordinate and assist in the WSDOT Right of Way Certification.

b. Temporary Construction Easements (TCEs)

The Consultant will provide the following services in support of obtaining Temporary Construction Easements. It is assumed that the majority of parcels along the project corridor will involve minor work that is strictly beneficial and acceptable to the landowner and will be accomplished by Right-of-Entry. The TCE documentation and acquisition assumes up to three (3) parcels for the project.

- Prepare and setup parcel files.
- Prepare a PFE and Administrative Offer Summary reports and worksheets.
- Prepare acquisitions forms needed to obtain temporary construction easements.
- Provide negotiation services for the purchase of temporary construction easements from landowners with greater than minor impacts resulting from the project's grade changes to the road.
- Coordinate with the title company to obtain titles vested in the City, prepare payment vouchers title policy and recording fees, and submit to City to process payment for the parcel (The City will issue actual payment of all fees and closing costs such as title policies, recording fees, and escrow services if necessary).

Deliverables:

- Completed Right-of-Way file, PDF.

Assumptions:

- Those services related to obtaining releases of encumbrances from title, which require legal action are not included.
- Condemnation assistance, preparation of and negotiating P&U agreement, and subsequent litigation is not included in this scope.
- Closing costs such as recording fees, escrow services, title insurance fees, title reports, transfer taxes, etc., penalty costs for pre-payments; costs of a pre-existing mortgage; and the pro rate

share of real property taxes paid subsequent to vesting title to the CITY are not included.

- Continuing negotiations for those parcels that are listed for condemnation or for possession and use agreements are not included.
- Appraisal and appraisal review fees are not included.
- Relocation assistance is not included in this scope of work.

9. PS&E Development Common to all Phases of Design

The following elements will be performed at each of the following submittals:

- Schematic Design Phase (30 percent)
- Design Development Phase (60 percent)
- Final Design Development (90 percent)
- Construction Documents (final)

a. Opinion of Probable Construction Costs

The Consultant will calculate bid item quantities and prepare an opinion of probable construction costs based on each design phase. The opinion will include appropriate contingencies, and waste and compaction factors.

b. Project Manual

The Consultant will prepare the general and final special provisions based on the *WSDOT Standard Specifications for Road, Bridge, and Municipal Construction*. The contents will include bid form items, the City's general conditions, contracts, supplemental general conditions, amendments to the standard specifications, special provisions, and standard plans. The Special Provisions will address items of work which are not addressed by the APWA and Washington State Standard Specifications as may be required to properly cover the work contemplated by the drawings.

The Consultant will prepare the project manual to include:

- (1) Signature page
- (2) Vicinity map
- (3) Bidding requirements
- (4) Advertisement for Bid
- (5) Contract documents
- (6) Amendments
- (7) Special Provisions based on the *WSDOT Standard Specifications for Road, Bridge, and Municipal Construction* plus APWA

- Supplement (English Version)
- (8) Prevailing Wages
 - (9) Standard plans
 - (10) Addenda (if any)
 - (11) Project plans
 - (12) City of Shoreline Construction Forms

The City shall provide the Consultant with bidding requirements, advertisement for bid, and contract documents.

A project manual will not be included in the 30 percent submittal. The 60 percent project manual will include special provisions only.

c. Quality Control Review

The Consultant will conduct quality control reviews by selected senior staff members with appropriate experience and expertise. In the review, the staff will scrutinize and question the major elements of the design for adequacy of response to the major design challenges and conformance to the accepted design practices.

d. Submit Documents to City for Review

The Consultant will provide the following at each review submittal unless otherwise noted:

Deliverables:

- Plans, 11" x 17" PDF.
- Opinion of probable construction costs, Excel.
- Project Manual, Word and PDF.

e. Annotate Review Comments

The City shall provide electronic review comments for each submittal in a mutually acceptable format, such as Bluebeam®. The City shall consolidate the review comments into a single document that shall be reviewed by the City's Project Manager in order to provide consistent direction to the Consultant and avoid duplicate comments.

The Consultant will provide written responses to comments provided by the City.

Deliverables:

- Annotated review comments, mutually accepted format.

f. Meet with City to Review Submittal

The Consultant will meet with the City for each submittal to discuss each review submittal.

10. Schematic Development (30 Percent)

a. 30 Percent Plans

The 30% landscape/hardscape plans will be based on the approved schematic plan. No major changes to the layout and design elements are anticipated at 30% design.

The schematic development submittal package will contain the following plans (number of sheets shown is approximate):

- (1) Cover (1 sheet)
- (2) Legend and Abbreviations (1 sheet)
- (3) Alignment and Survey Control (1 sheets)
- (4) Typical Roadway Sections (1 sheet)
- (5) Roadway Plan/Profile (3 sheets)
- (6) Roadway/Misc. Details (2 sheets)
- (7) Channelization Plans (3 sheets)
- (8) Signal Plans (2 sheets)

11. Design Development (60 percent)

a. 60 Percent Plans

The 60 Percent design development submittal package will contain the following plans (number of sheets shown is approximate):

- (1) Cover (1 sheet)
- (2) Legend and Abbreviations (1 sheet)
- (3) Alignment and Survey Control Plan (1 sheet)
- (4) TESC Plans and Details (3 sheets)
- (5) Site Preparation Plans (3 sheets)
- (6) Typical Roadway Sections (1 sheet)
- (7) Roadway Plan/Profile (3 sheets)
- (8) Drainage Details (1 sheet)
- (9) Miscellaneous Details (2 sheets)
- (10) Channelization and Signing Plans (3 sheets)
- (11) Signal Plans (3 sheets)
- (12) Traffic Control Plans and Details (4 sheets)

b. Field Verify Design

The Consultant will visit the site with the City's Project Manager to check the design against site conditions. The examination will include checks for accuracy, constructability, and conflicts.

12. Final Design Development (90 Percent)

a. 90 Percent Plans

The 90 Percent final design development submittal package will contain the following plans (number of sheets shown is approximate):

(1) Cover Sheet; 1 sheet

The cover sheet will include the following:

- (a) Project title and project number
- (b) Vicinity map
- (c) Drawing index

(2) General Notes, Abbreviations, and Legend; 1 sheet

This sheet will include the following:

- (a) City's General Notes
- (b) Abbreviations
- (c) Existing and Proposed Legend

(3) Alignment and Survey Control Plan; 1 sheet

The Consultant will prepare an alignment plan to present the construction alignments of the project. The drawings will include:

- (a) Construction limits
- (b) Curve data for construction centerlines
- (c) Survey notes
- (d) Survey control
- (e) Project benchmarks
- (f) Quarter section, township, and range

(4) Temporary Erosion and Sedimentation Control (TESC) Plan and Details; 3 sheets

The Consultant will prepare TESC plan and details of the erosion control design to meet site conditions. The TESC plan will incorporate current Best Management Practices (BMPs).

(5) Site Preparation Plan; 3 sheets

The Consultant will prepare a site preparation plan that will denote the limits of clearing and grubbing, removal or relocation of obstructions, utilities, pavement, and striping removal.

(6) Typical Roadway Sections; 1 sheet

The Consultant will prepare drawings of typical roundabout cross sections. The pavement section will be based on the City's standard section. The drawings will include:

- (a) Pavement layer types and depths
- (b) Curb types
- (c) Material types for non-motorized facilities
- (d) General cross section notes

(7) Roadway Plan/Profile; 3 sheets

The Consultant will prepare plans to present the horizontal and vertical design elements. The plans will include:

- (a) Right-of-way, easements, and property lines
- (b) Construction centerlines
- (c) Project limits
- (d) Paving limits
- (e) Construction notes
- (f) General notes
- (g) Curve and alignment data
- (h) Curb locations
- (i) Wall location
- (j) Driveway restoration limits
- (k) Mailbox locations
- (l) Utility elements (adjustments) for Water and Sewer
- (m) Overhead utilities

The profiles will include:

- Existing roadway and ground-line profile
- Proposed roadway construction center line profile
- Storm drainage profiles for any new facilities
- Profile grid
- Vertical datum
- Utility crossings of any new storm drain lines

(8) Drainage Details; 1 sheet

The Consultant will prepare drainage details for new stormwater facilities.

(9) Miscellaneous Details; 4 sheets

The Consultant will include details as necessary. These details will include modifications to standard details for items such as curb ramps and driveways. Driveway profiles will be provided as needed.

(10) Channelization and Signing Plans and Details; 3 sheets

The Consultant will prepare channelization and signing plans and details.

The plans will include:

- (a) Pavement striping and markings and locations
- (b) Dimensions of lanes and shoulders
- (c) General channelization notes
- (d) Construction notes
- (e) Channelization details
- (f) Sign locations
- (g) General signing notes
- (h) Construction notes
- (i) Size and location of signs
- (j) Signing details

(11) Signal Plans and Details; 3 sheets

The Consultant will prepare signal plans and details. Signal plans shall include a layout plan, conduit/wire schedule and pole schedule, controller and electrical details including detection camera(s) and references to City standards.

(12) Traffic Control Plans and Details; 4 sheets

The Consultant will prepare traffic control plans and details to show Class A construction sign locations, typical lane closures, and pedestrian detours. Detailed construction phasing plans and site-specific traffic control plans are not included.

b. Field Verify Design

The Consultant will examine the project site to verify the design development drawings. The examination will include checks for accuracy, constructability, and conflicts.

13. Finalize PS&E

a. Construction Documents (Final)

The Consultant will finalize the plans, project manual and opinion of probable construction costs in response to the City's comments. The Consultant will present a final submittal of the PS&E to the City for approval.

Deliverables:

- 1 copy of Final Plans bearing the engineer's stamp and signature, full-size (22" x 34") bound hard copy on paper.
- Final Opinion of Probable Cost, electronic Excel.
- Final Project Manual, electronic Word and PDF.

E. SERVICES PROVIDED BY THE CITY

The City shall provide the following information or services not included elsewhere in this scope of services:

1. Bid, ad, and award administration.
2. Rights of entry for survey, geotechnical explorations, environmental, and general engineering reconnaissance.
3. Traffic volume data for the intersections.
4. Construction management.
5. Payment of applicable review and/or permit fees.
6. Maintenance of project website.
7. Preparation of PIF requests for approval.
8. Obtain any needed title reports.

F. ASSUMPTIONS

1. The Consultant reserves the opportunity to shift budget between work tasks and subconsultants.

2. It is assumed that all new curb ramps will be fully ADA compliant and that MEF documentation will not be necessary. If MEF documentation is required, the work will be performed under an amendment to this agreement.
3. The Spill Prevention Control and Countermeasures Plan (SPCC) and final Stormwater Pollution Prevention Plan (SWPPP) shall be prepared by the construction contractor.
4. No structural walls will be provided.
5. Bidding assistance and construction support are not included, but may be performed under an amendment to this agreement.
6. A City stormwater permit and Notice of Intent (NOI) will not be required.