



## **PROPOSAL FOR THE DEVELOPMENT OF PLANS, SPECIFICATIONS, AND ESTIMATE FOR THE IMPROVEMENT OF AVENUE 50 BETWEEN THE COACHELLA WEST CITY LIMITS (APPROXIMATELY ONE QUARTER MILE WEST OF CALHOUN STREET) AND CESAR CHAVEZ STREET**

### **PROJECT OVERVIEW**

The project entails the improvement of Avenue 50 between the west Coachella City Limits (approximately one quarter mile west of Calhoun Street and Cesar Chavez Street). The design of the improved street will include:

- two through lanes of traffic in each direction
- complete pavement replacement or rehabilitation as required
- curb and gutter
- a center raised and landscaped median
- auxiliary turn lanes at signalized intersections
- a class II bike lane in each direction
- sidewalks on each side
- continuous lighting
- drainage improvements including retention basins on the south side of Avenue 50 west of Cesar Chavez Street
- striping and signing
- new traffic signal at De Oro and Avenue 50 and other signal modifications as required
- demolition and removal of existing improvements
- landscaping and irrigation
- traffic control during construction
- erosion control
- specifications
- construction cost estimate
- right of way acquisition services
- utility coordination
- project management services
- construction phase services

### **SCOPE OF SERVICES**

#### **Task 1 – Project Management and Administration**

The KOA Team staff will meet with the City engineering staff at the outset of the project to establish the design parameters for this project. Under the project management task, KOA will be responsible for maintaining contact with the City's Project Manager to keep him informed of the developments on the project. The following specific subtasks will be performed:

- Management of project team including sub-consultants
- Participating in coordination and progress meetings which include preparing minutes
- Submitting Monthly Progress Reports and Invoices including updating Schedules
- Quality Control of Submittals



An initial Kick-off meeting will be held at the beginning of the project. As part of this meeting, KOA will prepare a draft agenda for the meeting that will include:

- Introductions
- Project goals and expectations
- Discussion of proposed work plan and schedule
- Available data
- Communications protocol

KOA will prepare minutes of the meeting and will circulate the draft minutes back to City staff for review and comments. The minutes will document decisions made and identify action items for KOA and the City. We will setup monthly meeting schedule on our calendar after the kickoff meeting.

Deliverables:

- Meeting agendas
- Meeting minutes
- Monthly invoices and progress reports

### **Task 2 - Surveying and Base Mapping**

An aerial survey has been provided as a base for the design development. However, the limits of the project are now better defined than at the beginning of the concept development phase, and additional survey will be required to extend the project from Calhoun west to the City limits, and to obtain topographic information of the properties to be acquired for the construction of the project. Therefore additional aerial survey will be necessary for those areas and for the approaches to the Cesar Chavez Street and Avenue 50 intersection.

The resulting base mapping of the combined survey data will be prepared at a 1"=20' scale to allow for a sufficient level of detail design development.

Deliverables:

Updated survey base map with TIN surface in AutoCAD .DWG format

### **Task 3 – Utility Potholing and Utility Coordination**

Preliminary utility research has been performed as part of the conceptual plan development, and potential conflicts between utilities and the proposed construction have been identified. KOA will subcontract with a potholing company to expose the potential conflicts and note the lateral and vertical locations. After identifying locations that will require potholing, we will contact Dig Alert to field mark buried utilities. We anticipate that to adequately identify utility potential utility conflicts up to 6 slot potholes may be required. Once we have identified the actual locations of the buried utilities, we will contact the utility companies to inform them of the conflicts and begin discussions with them on utility protection, adjustment, or relocation.

Deliverables:

- Potholing report

### **Task 4 – Design Progress Submittal (60%)**

KOA will prepare the preliminary level of design for the project. The plans will include:

- Title Sheet
- Typical Sections
- Demolition Plan
- Roadway Plan and Profiles

- Drainage Plans, Profiles and Details
- Signing and Striping Plan
- Intersection Details
- Hardscape Details
- Traffic Signal Plans
- Landscaping and Irrigation Plan
- Lighting Plan
- Erosion Control Plan
- Traffic Control Plan
- Cross-sections

KOA will prepare a draft set of specifications and an opinion of probable construction cost. We will submit the plans, specifications, and estimate to the City staff for review. KOA will meet with City staff to review the City's comments. Edits to the plans, specifications, and estimate will be made as part of the 90% design submittal.

KOA will identify potential utility conflicts and will summarize them in a utility conflict matrix. 60% plans will be sent to the utility companies.

Deliverables:

- Preliminary plans (60%)
- Preliminary specifications (60%)
- Preliminary cost estimate (60%)
- Utility conflict matrix
- Review meeting agenda
- Review meeting minutes
- Comment response form

### **Task 5 – Right of Way Acquisition Services**

Right of way acquisition will be required. KOA will submit the right of way acquisition proposal separate from this proposal as a separate phase.

### **Task 6 –Complete Plans, Specifications, and Estimate (90%)**

KOA will complete any edits to the plans, specifications, and estimate based on City comments to the 60% design. Additional level of detail will be added to the sheets assembled for the 60% design. The plans will include:

- Title Sheet
- Typical Sections
- Demolition Plan
- Roadway Plan and Profiles
- Drainage Plans, Profiles and Details
- Signing and Striping Plan
- Intersection Details
- Hardscape Details
- Traffic Signal Plans
- Landscaping and Irrigation Plan
- Lighting Plan
- Erosion Control Plan
- Traffic Control Plan

- Cross-sections

KOA will prepare a complete set of specifications and an opinion of probable construction cost. We will submit the plans, specifications, and estimate to the City staff for review. KOA will meet with City staff to review the City's comments. Edits to the plans, specifications, and estimate will be made as part of the 100% design phase. We will prepare a comment response form to track the edits for the preparation of final design.

Deliverables:

- Complete plans (90%)
- Complete specifications (90%)
- Complete cost estimate (90%)

### **Task 7 – Final Plans, Specifications and Estimate (100%)**

KOA will address any comments from the 90% City review. The final plans will include:

- Title Sheet
- Typical Sections
- Demolition Plan
- Roadway Plan and Profiles
- Drainage Plans, Profiles and Details
- Signing and Striping Plan
- Intersection Details
- Hardscape Details
- Traffic Signal Plans
- Landscaping and Irrigation Plan
- Lighting Plan
- Erosion Control Plan
- Traffic Control Plan
- Cross-sections

KOA will prepare a final set of specifications and an engineer's opinion of probable construction cost.

We will submit signed and sealed reproducible [plans, specifications and estimate in AutoCAD and MS Word and Excel formats for bidding purposes.

Deliverables:

- Final plans in AutoCAD
- Final specifications in MS Word
- Final Engineer's estimate in MS Excel

### **Task 8 – Bidding Support**

KOA will prepare responses to Request for Information (RFI) during the bid advertisement period, and will assist the City in issuing any bid addendums.

Deliverables:

- RFI responses
- Bid addendum assistance



**Task 9- Construction Support**

KOA will provide construction support services, which may include material submittal reviews, site visits, and preparation of RFI responses. KOA will prepare as-built drawings based on redline mark ups of changes provided by the City or the contractor. (fee and scope to be determined based on plans, specifications, and estimate as a separate phase)

**STAFFING**

KOA has assembled a team to deliver the project as scoped, on schedule, and in budget. Our proposed staffing plan is summarized in the following matrix.

<b>Avenue 50 Staffing Plan</b>			
<b>Name</b>	<b>Classification</b>	<b>Role</b>	<b>Hours</b>
Jimmy Lin	Principal II	Principal in Charge	24
Chuck Stephan	Principal II	QAQC Manager	100
Charlie Schwinger	Senior Engineer II	Project Manager/Lead Civil Engineer	255
Ray Wang	Senior Engineer I	Lead Drainage Engineer	56
Eric Yang	Senior Engineer I	Lead Traffic Engineer	112
Anne Azzu	Senior Planner II	Local Coordination	20
Edward Okitsu	Senior Designer II	Lighting Designer	108
Ling Luo	Associate Engineer II	Production Engineer	610
Raisa Garcia	Associate Engineer II	Production Engineer	610
Jennifer Miller	Associate Engineer II	Production Engineer	74
Christine Adley	Senior Office Administrator	Project Administrator	80
Survey by WestLAND Group, Inc.			
Right of Way Services by Epic Land Solutions, Inc.			
Landscape Architecture by David Volz Design			
Potholing by Ultra Engineering Contractors			

**SCHEDULE**

KOA has proposed a 17 month schedule for plan production, review, and bidding. The proposed schedule correlates with the tasks outlined in the scope of services.

Task	Avenue 50 Design Schedule															
	2013				2020											
	Aug	Sep	Oct	Nov	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
Task 1 – Project Management and Administration																
Task 2 - Surveying and Base Mapping																
Task 3 – Utility Potholing and Utility Coordination																
Task 4 – Design Progress Submittal (60%)																
City Review																
Task 5 - Right of Way Acquisition Services																
Task 6 - Complete Plans, Specifications and Estimate																
City Review																
Task 7 - Final Plans, Specifications and Estimate (100%)																
Task 8 - Bidding Support																
Task 9 - Construction Support																

**FEE**

The proposed fee for Tasks 1-4 and 6-8 is \$374,979.00 and is detailed in the fee attachment.



KOA Fee Estimate for Design of Avenue 50 Tasks 1-4 and 6-8													
Task	Principal II	Senior Engineer II	Senior Planner I	Senior Engineer I	Senior Designer I	Associate Engineer II	Senior Office Admin	KOA Direct Costs	Total KOA Cost	Westland	DVD	UEC	Total Cost
	\$265.00	\$215.00	\$180.00	\$180.00	\$130.00	\$115.00	\$80.00						
<b>Task 1 – Project Management and Administration</b>	24	60	20				80	\$400.00	\$29,660.00				\$29,660.00
<b>Task 2 - Surveying and Base Mapping</b>		2				16		\$100.00	\$2,370.00	\$16,644.00			\$19,014.00
<b>Task 3 – Utility Potholing and Utility Coordination</b>		2				12		\$200.00	\$2,010.00			\$25,000.00	\$27,010.00
<b>Task 4 – Design Progress Submittal (60%)</b>	0	93	0	120	50	766	0	\$300.00	\$136,485.00		\$20,000.00		\$156,485.00
Title Sheet (1 sheet)		1				10			\$1,365.00				\$1,365.00
Key Map 1(sheet)		1				10			\$1,365.00				\$1,365.00
General Notes (1 sheet)		1				10			\$1,365.00				\$1,365.00
Control Points (1 sheet)		1				10			\$1,365.00				\$1,365.00
Typical Sections (2 sheets)		1				20			\$2,515.00				\$2,515.00
Demolition Plan (6 sheets)		6				60			\$8,190.00				\$8,190.00
Roadway Plan and Profiles (16 sheets)		32				130			\$21,830.00				\$21,830.00
Drainage Plan and Profiles and Details (3 sheets)		4		32		50			\$12,370.00				\$12,370.00
Signing and Striping Plan (4 sheets)		1				30			\$3,665.00				\$3,665.00
Intersection Details (2 sheets)		2				20			\$2,730.00				\$2,730.00
Hardscape Details (1 sheet)		1				16			\$2,055.00				\$2,055.00
Landscaping and Irrigation Plans (17 sheets)		1				30			\$3,665.00		\$20,000.00		\$23,665.00
Traffic Signal Plans ( 2 sheets)		1		24		30			\$7,985.00				\$7,985.00
Lighting Plans (4 sheets)		1			50	50			\$12,465.00				\$12,465.00
Erosion Control Plan (4 sheets)		1				30			\$3,665.00				\$3,665.00
Traffic Control Plans (8 sheets)		2		24		60			\$11,650.00				\$11,650.00
Cross Sections (37 sheets)		8				160			\$20,120.00				\$20,120.00
QAQC				40					\$7,200.00				\$7,200.00
Specs		20							\$4,300.00				\$4,300.00
Estimate		8				40			\$6,320.00				\$6,320.00
<b>Task 6 - Complete Plans, Specifications and Estimate</b>	0	78		108	50	556	0	\$300.00	\$106,950.00		\$10,000.00		\$116,950.00
Title Sheet (1 sheet)		1				6			\$905.00				\$905.00
Key Map 1(sheet)		1				6			\$905.00				\$905.00
General Notes (1 sheet)		1				6			\$905.00				\$905.00
Control Points (1 sheet)		1				6			\$905.00				\$905.00
Typical Sections (2 sheets)		2				10			\$1,580.00				\$1,580.00
Demolition Plan (6 sheets)		2				40			\$5,030.00				\$5,030.00
Roadway Plan and Profiles (16 sheets)		24				120			\$18,960.00				\$18,960.00
Drainage Plan and Profiles and Details (3 sheets)		2		24		24			\$7,510.00				\$7,510.00
Signing and Striping Plan (4 sheets)		1		12		24			\$5,135.00				\$5,135.00
Intersection Details (2 sheets)		1				8			\$1,135.00				\$1,135.00
Hardscape Details (1 sheet)		1				8			\$1,135.00				\$1,135.00
Landscaping and Irrigation Plans (4 sheets)		1				24			\$2,975.00		\$10,000.00		\$12,975.00
Traffic Signal Plans ( 2 sheets)		1		16		24			\$5,855.00				\$5,855.00
Lighting Plans (4 sheets)		1			50	34			\$10,625.00				\$10,625.00
Erosion Control Plan (4 sheets)		1				24			\$2,975.00				\$2,975.00
Traffic Control Plans (8 sheets)		1		16		60			\$9,995.00				\$9,995.00
Cross Sections (37 sheets)		8				100			\$13,220.00				\$13,220.00
QAQC				40					\$7,200.00				\$7,200.00
Specs		20							\$4,300.00				\$4,300.00
Estimate		8				32			\$5,400.00				\$5,400.00
<b>Task 7 - Final Plans, Specifications and Estimate (100%)</b>		12		32	8	60		\$400.00	\$16,680.00		\$5,000.00		\$21,680.00
<b>Task 8 - Bidding Support</b>		8		8		8		\$100.00	\$4,180.00				\$4,180.00
													\$0.00
<b>Total</b>	24	255	20	268	108	1418	80	\$1,800.00	\$298,335.00	\$16,644.00	\$35,000.00	\$25,000.00	\$374,979.00



## **PROPOSAL FOR RIGHT OF WAY ACQUISITION SERVICES FOR THE IMPROVEMENT OF AVENUE 50 BETWEEN THE COACHELLA WEST CITY LIMITS (APPROXIMATELY ONE QUARTER MILE WEST OF CALHOUN STREET) AND CESAR CHAVEZ STREET**

### **PROJECT OVERVIEW**

The project entails the improvement of Avenue 50 between the west Coachella City Limits (approximately one quarter mile west of Calhoun Street and Cesar Chavez Street. It is anticipated that to construct the improvement, right of way will need to be acquired through total acquisition of 6 residential properties, and partial acquisition of seven other properties.

Right of way acquisitions services will include:

- Order and review preliminary title reports (assume 13)
- Appraisal oversight (assume 13)
- Document preparation for offer packages (assume 13)
- Acquisitions and negotiations (assume 13)
- Escrow services coordination (assume 13)
- Relocation assistance – residential (assume 6)
- Quality assurance/quality control
- Project management (meetings, file maintenance, file close out, status reports, etc.)

KOA will sub-consult the preparation of property descriptions to WestLAND Group, Inc., and the other acquisition services to Epic Land Solutions, Inc.

Assumptions for the Right of Way Acquisition services include:

- 6 client meetings, monthly status reports, and related tasks
- 13 properties will be impacted
- 13 appraisals will be prepared
- No appraisal reviews will be needed
- No business relocations will be necessary
- No loss of business goodwill appraisals will be necessary
- City will provide right of way document templates
- No eminent domain support services are included
- 6 full residential acquisitions will be required
- Relocation for 6 residences will be required
- Displacements will be cooperative
- Coordination of phase I or phase II site assessments is not in the scope
- Project can be completed in 12 months without delays
- Deposition, court testimony and expert witness are not included in the scope
- Proposal is valid for 90 days
- Litigation guarantee is not in the scope
- Hourly rates may be adjust 3% at the beginning of each calendar year



**SCHEDULE**

KOA has proposed a 6 month schedule for right of way acquisition services.

**FEE**

The proposed fee for Task 5 is \$170,381.00 and is detailed in the fee attachment.





(Letterhead Additional pages template)



KOA Fee Estimate for Design of Avenue 50 for Task 5														
Task	Principial II	Senior Engineer II	Senior Planner I	Senior Engineer I	Senior Designer I	Associate Engineer II	Senior Office Admin	KOA Direct Costs	Total KOA Cost	Westland	Epic	DVD	UEC	Total Cost
	\$265.00	\$215.00	\$180.00	\$180.00	\$130.00	\$115.00	\$80.00							
<b>Task 5 - Right of Way Acquisition Services</b>	8	12				12	8		\$6,720.00	\$15,191.00	\$148,470.00			\$170,381.00