



May 30, 2018

Mike Kirn
City of Calistoga
1232 Washington Street
Calistoga, CA 94515

Subject: Grant Street/Myrtledale Road Pavement Rehabilitation Project

Dear Mike:

Thank you for providing Coastland the opportunity to submit this proposal for Engineering design services for the Grant Street/Myrtledale Road Pavement Rehabilitation Project. We have reviewed the documentation provided by the City and feel that we have a complete understanding of the City's goals for the project.

PROJECT UNDERSTANDING

The City of Calistoga desires to improve an approximately 2,700 lineal foot long by 22 feet wide section of Grant Street/Myrtledale Road from Garnett Creek Court to the western City limits (Napa River crossing). The current Pavement Condition Index (PCI) is 17 or less. The City is anticipating the rehabilitation will include a new pavement section of 6" Class II aggregate base overlaid with 6" of asphalt concrete. It is anticipated that the pavement rehabilitation will begin beyond the existing curb ramps at Garnett Creek Court and therefore no upgrade of ADA ramps and sidewalk will be required. For purposes of determining the pavement structural section a traffic index (TI) of 9 will be used. An alternate rehabilitation of the pavement, such as cold foam in-place recycling, will be reviewed as part of the design efforts and may be included as a bid alternate. The City would also like a preliminary feasibility assessment of including Class II bike lanes along the project limits.

The project is categorically exempt from CEQA and the City will be preparing the Notice of Determination.

Based on the above understanding of the project, we have put together the following scope of work and estimated fee for your consideration:

SCOPE OF SERVICES

Task 1 – Meetings with City Staff

We will conduct a project kick-off meeting with the City Public Works staff to discuss project details, goals and to coordinate efforts. Also included is one (1) progress review meeting following the 75% submittal.

Task 2 – Background Information

Coastland will assemble all of the available City information pertaining to the project including

Santa Rosa
1400 Neotomas Avenue
Santa Rosa, CA 95405
Tel: 707.571.8005

Auburn
11865 Edgewood Road
Auburn, CA 95603
Tel: 530.888.9929

Pleasant Hill
3478 Buskirk Avenue, Ste. 1000
Pleasant Hill, CA 94523
Tel: 925.233.5333
www.coastlandcivil.com

base maps, as-built drawings, and any additional pertinent information for the project. Coastland staff will conduct a field review, take digital photos and observe existing conditions so we will be able to identify any unusual or special condition that may affect the project design or construction.

Coastland will coordinate with outside utility companies to ensure that all existing facilities, both underground and overhead, are identified accurately during the design phase. This task will include writing letters to PG&E, Cable TV, and AT&T informing them of the project and requesting their facility drawings. Under this task we will follow up with each utility provider by preparing submittal packages to each so they can verify the accuracy of their facilities.

Task 3 – Preliminary Feasibility Assessment for Class II Bike Lanes

We will prepare a preliminary feasibility assessment for including Class II bike lanes along the project length. We will conduct a field reconnaissance to identify potential constraints such as utility poles, utility boxes/appurtenances, trees, drainage and environmental impacts and meet with the City to review and confirm the recommended cross sections (travel, bike and shoulder widths). As part of the preliminary feasibility assessment we will review the possibility of an alternate centerline alignment to achieve the recommended cross section. We will prepare a brief technical memorandum outlining our preliminary findings and summary of potential constraints. Included are two (2) additional meetings with City staff.

Task 4 – Topographic Survey

We have aerial survey mapping information of the project area from our 2005 watermain replacement project. Our subconsultant, Cinquini and Passarino, will conduct a topographic survey of the roadway area to supplement the 2005 aerial survey mapping and provide the necessary level of detail for those pavement rehabilitation improvements. The topographic survey will be at a drawing scale of 1 inch = 20 feet, unless otherwise requested, with a one-foot contour interval. The topographic survey will include the following:

- Topographic survey coverage area will include performing cross sections of the existing roadway pavement at intervals not to exceed 100 feet along Grant Street beginning at the intersection with Garnett Creek Court then northerly along Grant Street/Myrtle Dale Road to approximately 100 feet north of the Napa River crossing.
- Location of the driveway edges where they intersect with the edge of pavement.
- Topographic survey will include all necessary work to produce a topographic map, including features such as, but not limited to: curb lines, water meters, sewer cleanouts, valves, manholes (including rim, invert and pipe information), utility markings on the pavement, driveway locations, sidewalks, and any other pertinent information that could apply to the project during design.
- Topographic survey will horizontally and vertically relate to the existing mapping. If the existing control is not locatable Cinquini and Passarino will place the project on North American Vertical Datum of 1988 and horizontally on California Coordinate System of 1983, Zone II.
- *A boundary survey is not a part of this scope of work.*

Task 5 – Geotechnical Engineering Coordination

It is our understanding that the City is contracting with RGH for geotechnical engineering services. RGH will drill four (4) boring locations along the subject street to obtain pavement section data and collect bulk samples of subgrade materials for laboratory testing. RGH will provide the City with the results of the pavement cores and soil test data as well as recommendations for pavement rehabilitation and applicable concerns and/or mitigation measures.



Coastland will review the geotechnical report and coordinate with RGH regarding their recommendations on pavement rehabilitation methods and applicable mitigation measures.

Task 6 – 75% Submittal

Upon completion of the background efforts, topographic survey and review of the geotechnical report we will prepare a 75% improvement plan submittal. The plans will consist of a cover sheet, legend/abbreviations sheet, roadway rehabilitation plans, and design detail sheet(s). As part of the submittal, we will prepare an estimate of probable construction costs. Additionally, we will prepare preliminary technical specifications. It is understood that the City will prepare the front end specifications. We will provide the City with two (2) sets of improvement plans, estimate of probable construction costs and preliminary technical specifications for the City to review and comment.

Please note this task doesn't include efforts for inclusion of bike lane improvements and associated roadway widening. If the City desires to move forward with design of the bike lane improvements, we will prepare a revised scope and fee for the City's review.

Task 7 – 100% Submittal

Following City review of the 75% design submittal, we will prepare the 100% submittal. All comments from the 75% submittal review will be addressed.

Coastland's Construction Management Department will perform a constructability review of the contract documents. Through this review, we will help minimize claims and potential change orders. We will provide to the City a memorandum with a summary of the review.

We will provide a PDF check set of the final documents for the City's final review prior to producing final reproducible documents for bidding. We will provide the City with two (2) hard copies of final documents along with electronic files of the technical specs (Word), engineer's estimate (Excel), and plans (PDF).

Bid noticing, document reproduction, bid administration and distribution will be provided by the City.

Please note this task doesn't include efforts for inclusion of bike lane improvements and associated roadway widening. If the City desires to move forward with design of the bike lane improvements, we will prepare a revised scope and fee for the City's review.

Task 8 – Construction Support Services

Coastland will assist the City with the following construction support services:

- Prepare one (1) addendum and respond to bidder inquiries.
- Respond to RFIs (assumes up to three (3) contractor's RFI's)
- Prepare details for contract change order requests (assumes up to two (2) contractor change order requests)

It is our understanding that the City does not need us to attend the preconstruction meeting.

Please note the budget we have calculated for the Construction Support task is based on the assumptions outlined above. If there are more RFI's or change order requests we will prepare a revised scope and fee for the additional review and response efforts.



Tasks Performed by City:

It is understood that the following work will be performed by the City:

- Prepare front end section of the bid documents, the Notice to Bidders and bid advertisement.
- Prepare all staff reports and resolutions for the City Council.
- Submit legal advertisement of the project for bidding.
- Bid document reproduction and distribution to contractors.
- Prepare and file a Notice of Determination in compliance with the California Environmental Quality Act (CEQA).
- Process requests for payment.
- Prepare and file a Notice of Completion.

Optional Tasks

If the City desires, Coastland would be pleased to provide a proposal for the following services:

- Construction management and/or inspection services
- Review of Contractor Submittals
- Record Drawings

SCHEDULE

We understand the City desires to complete the design and bid the project for this year's construction season if possible. However, the City is aware that bid advertisement/award may need to wait until next construction season. Coastland is ready to begin the design efforts immediately upon authorization from the City to proceed. We are committed to allocating appropriate level of staff to meet the completion goals of the project and we will work closely with the City to meet the desired goals.

COST PROPOSAL

Based on our scope of work, we are proposing that the design services associated with this project be completed for a not-to-exceed amount of \$57,819. The amount quoted is assuming that all of the work for this project will fall under the scope of work as previously described. The fee includes all direct expenses (subconsultants, reproducibles, mileage, etc.). If additional work is necessary that falls outside of this scope of work, we can either re-negotiate a new scope of work or provide these services on a time and materials basis per our adopted schedule of hourly rates.



WORK ESTIMATE

Grant/Myrtle Road Pavement Rehabilitation		Proposal for Professional Engineering Services						City of Calistoga		
Task Information		Billing Classification & Rate						Hour & Cost Information		
Task No.	Task Description	Project Manager	Senior Engineer	Assistant Engineer	CAD Designer	Clencal	Const. Mgr.	Total Hours	Total Cost	Subconsultant/Comments
		\$185	\$155	\$135	\$135	\$90	\$160			
1	Meeting with City Staff									
	Kick-off Meeting (1)	4		4				8	\$1,280	
	Design Progress Meeting (1)	3		3				6	\$960	
	Subtotal							14	\$2,240	
2	Background Information									
	Background Information Gathering	2		2	2			6	\$910	
	Field Measurements and Photo Log	5		6				11	\$1,735	
	Utility Coordination	2		4	6			12	\$1,720	
	Subtotal							29	\$4,365	
3	Preliminary Feasibility Assessment for Class II Bike Lanes									
	Field Reconnaissance	3		3				6	\$960	
	Alternative Centerline Alignment/Technical Memorandum	4		8	12	2	2	28	\$3,940	
	City Meetings (3)	6						6	\$1,110	
	Subtotal							40	\$6,010	
4	Topographic Survey									
	Topographic Survey								\$9,669	C&P
	Coordination with Surveyor	2			4			6	\$910	
	Subtotal							6	\$10,579	
5	Geotech Engineering Coordination									
	Coordination with City's Geotech Consultant	4		2	2			8	\$1,280	
	Subtotal							8	\$1,280	
6	75% Submittal									
	Plans & Details	12		16	56			84	\$11,940	
	Preliminary Specifications	3		8		2		13	\$1,815	
	Preliminary Cost Estimate	2		4	2			8	\$1,180	
	QC Review		4				4	8	\$1,260	
	Subtotal							113	\$16,195	
7	100% Submittal									
	Plans & Details	6		8	40			54	\$7,590	
	Specifications	2		6		2		10	\$1,360	
	Cost Estimate	1		4	2			7	\$995	
	QC Review		4				4	8	\$1,260	
	Subtotal							79	\$11,205	
8	Construction Support Services									
	Addendum/Bid Questions	3			2			5	\$825	
	Respond to RFIs/Change Order Details	12		12	4		2	30	\$4,700	
	Subtotal							35	\$5,525	
	Miscellaneous Costs								\$420	Mileage, Repro
	Total		76	8	90	132	6	12	284	\$57,819

We appreciate the opportunity to propose on this work for the City of Calistoga. After you review this information, please let me know if you have any questions.

Sincerely,
 COASTLAND

Heidi E. Utterback

Heidi Utterback, PE
 Principal / Engineering Design Manager

cc: John Wanger

