



STAFF REPORT

SAUSALITO CITY COUNCIL

AGENDA TITLE:

Professional Services – 2011 Street Repair and other General Capital Improvement Projects

RECOMMENDED MOTION:

Adopt a Resolution of the City Council of the City of Sausalito Approving and Authorizing the City Manager to Execute a Professional Services Agreement with CSG Consultants, Inc. for Preparation of Plans for 2011 Street Repair and Corporation Yard Repaving Projects

SUMMARY

The adopted FY2010-11 Budget includes funding for several Capital Improvement Projects. In October of 2010 Staff issued a request for qualifications for Civil Engineering Services for design of the following projects:

Project Name	Design Review Component	Budget Amounts (Design, Planning and Construction)
Street Repair Program	No	\$409,500
Base Repair Program	No	100,000
Corporation Yard paving	No	\$60,000
Total		\$569,500

The City sent the request to six firms. The City received a proposal from one firm -- CSG Consultants Inc. CSG is qualified and proposed billing rates similar to the rates of other firms currently working for the City. CSG has estimated preliminary engineering work will cost \$69,180. This estimate includes work to update the City's Pavement Management Program to revise budgets and to add the work recently completed in the 2010 Street Repair Program. This estimate represents 12.2% of the budget. Excluding the Pavement Management Program update work the estimate represents 10.2% of the budget, which is the typical range of costs for such work. Staff expects to utilize CSG's update of the Pavement Management Program to develop priorities lists for not only the 2011 Street Repairs, but also the following four fiscal years as well.

The City's purchasing policy requires City Council approval for professional services agreements greater than \$25,000. A reasonable effort was made to obtain competitive proposals and the proposing firm is qualified.

CSG currently provides Building Permit Plan Check Services and Subdivision Map Checking Services. The firm has also performed construction management services and has provided interim staffing to the City. Because the City currently uses the firm, contract services would be by means of a contract amendment.

Staff recommends that the City Council adopt the attached resolution authorizing the City Manager to execute Amendment No. 3 to the Professional Services Agreement with CSG Consultants.

BACKGROUND

The City operates and maintains the public streets and storm drains in the City. Subcomponents of these systems include pavement, striping (delineation), sidewalk, culverts and inlets. Through use and interaction with the natural elements the pavements, striping, sidewalks, and storm drains deteriorate. These facilities need to be repaired or replaced from time to time.

The adopted FY2010-11 Budget includes funds for pavement maintenance on City Streets and within the City Corporation Yard. Given the volume of service demands, Staff proposes to retain a civil design consultant to prepare the plans, specifications and cost estimates to complete for one or two projects to repair the streets and corporation yard to allow the construction work to get started within the fiscal year.

The City issued a Request for Proposals (RFP) in October 2010. The request was sent to six firms believed to be qualified. One proposal was received by CSG Consultants.

Firm Name	Pavement Management Program Update	Annual Street Repair/ Base repair Project	Corporation Yard Paving	Roadway Base Map Prep (Additive Alternate)
CSG	\$10,840	\$47,610	\$10,730	\$52,320

Staff reviewed the proposals and found CSG qualified to perform the work.

DISCUSSION

The Projects are expected to be delivered for construction during Fiscal Year 2010-11. In all cases individual projects will be advanced as soon as is reasonable and possible.

The City's purchasing policy requires City Council approval for professional services agreements greater than \$25,000. The policy suggests that quotes from at least three firms be obtained.

Only one proposal was submitted. Staff believes a reasonable effort was made to obtain quotes, the proposing firm is qualified and their rates are reasonable. Should the Council desire quotes from additional firms it can be done and this matter can be continued. Doing so, however, is expected to create delay. Plan work may not begin until late February which may result in going out to construction late in 2011 and possibly missing the construction window, between April and October.

The City is in need of a digital "base map" document to facilitate the preparation of plans for street repair work. This document could be used multiple times with the present and future street repair projects and is expected to reduce future plan prep costs. The RFQ solicited a proposal for this work. Seeing the cost relative to budget, staff will not recommend inclusion of this work within the contracted services scope.

Excluding the Roadway Base Map work the cost estimate for the proposed services total \$69,180. Update of the Pavement Management Program is needed to determine the list of street to be repaired in the next project.

If the attached resolution is adopted staff expects to return to the Council in January for consideration of the streets to be repaired. We expect to return to advertise bids in April and award construction work in May but will attempt to accomplish these actions sooner if possible. In the event that the projects cannot be delivered as proposed staff will return to Council with status updates.

CSG currently provides Building Permit Plan Check Services and Subdivision Map Checking Services under contract with the City. The firm has also performed construction management services and has provided interim staffing to the City. Because the City currently uses the firm, contract services would be by means of a contract amendment.

FISCAL IMPACT

The proposed work will be funded from the adopted FY2010-11 General Capital Projects Fund Budget in the amount of \$70,000. As of November 16, 2010, budgeted funds unspent and unencumbered adequate to fund the proposed services were available in the following accounts: Roadway Base Repair \$108,195; Street Repair Program \$557,726; Corp Yard Repaving \$60,000.

The proposed services are considered "professional services." Under the City's purchasing requirements, specifically Section 3.30.500-3.30.520 of the Sausalito Municipal Code, factors other than just price can be taken into consideration in awarding the Contract.

A requisition has not been prepared pending Council's consideration of the procurement process.

IMPACT

The proposed design services will have no identified potential environmental impacts. It is expected that the work designed will be exempt from the California Environmental Quality Act inasmuch as it will consist of repair or replacement of existing facilities with no change in capacity or use.

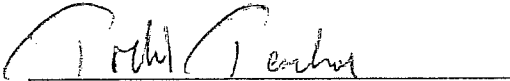
STAFF RECOMMENDATIONS

Adopt a Resolution of the City Council of the City of Sausalito Approving and Authorizing the City Manager to Execute Amendment No. 3 to the Professional Services Agreement with CSG Consultants, Inc. for Preparation of Plans for 2011 Street Repair and Corporation Yard Repaving Projects

ATTACHMENTS

- Resolution
- Professional Services Agreement
- Work Scope Description from Proposal

PREPARED BY:



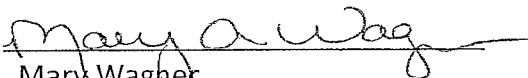
Todd Teachout
City Engineer

REVIEWED BY:



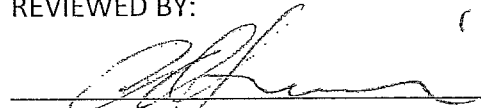
Jonathon Goldman
Director of Public Works

REVIEWED BY:



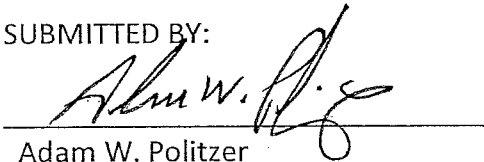
Mary Wagner
City Attorney

REVIEWED BY:



Charles Francis
Administrative Services Director/Treasurer

SUBMITTED BY:



Adam W. Politzer
City Manager

RESOLUTION No. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAUSALITO
APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A
PROFESSIONAL SERVICES AGREEMENT WITH CSG CONSULTANTS FOR
PREPARATION OF PLANS FOR 2011 STREET REPAIR AND CORPORATION YARD
REPAVING PROJECTS.**

WHEREAS, the City Council adopted the FY2010-11 Budget which includes resources to perform the Capital Projects including:

Project Name
Street Repair Program
Roadway Base Repair/Patching Program
Corporation Yard Repaving

; and

WHEREAS, the City solicited proposals from consulting firms to perform the desired planning, design and cost estimating; and

WHEREAS, the City received proposals from one consultant CSG Consulting; and

WHEREAS, CSG Consulting submitted a proposal which was reviewed by City Staff and found to be responsive; and

WHEREAS, Staff recommends that a professional services agreement be executed to authorize CSG Consulting to perform the necessary services to allow delivery of said Capital Projects; and

WHEREAS, at its November 23, 2010 regular meeting the City Council heard and considered the proposed scope of services, schedule and budget.

NOW, THEREFORE, the City Council of the City of Sausalito does hereby resolve as follows:

1. CSG Consultants, Inc. is qualified to perform the work.
2. The Professional Services Agreement between the City of Sausalito and CSG Consultants, Inc. attached and incorporated herein is approved with a budget not to exceed \$70,000.
3. The City Manager is authorized to execute said Amendment No. 3 to the Agreement with CSG Consultants on behalf of the City.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Sausalito on the 23rd day of November, 2010, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSTAIN: Councilmembers:

Mayor, City of Sausalito

ATTEST:

City Clerk

CITY OF SAUSALITO
PROFESSIONAL/CONSULTING SERVICES AGREEMENT

This **PROFESSIONAL/CONSULTING SERVICES AGREEMENT**, (this "Agreement") is made and entered into this ___ day of ____, 2010, by and between the **CITY OF SAUSALITO**, a municipal corporation (hereinafter "City") and CSG Consultants, Inc. (hereinafter "Consultant").

In consideration of the mutual promises contained herein, the parties hereto agree as follows:

Section 1. Scope of Work

Consultant shall provide City with the services as described in the Request for Proposal, Qualifications and Proposal for Consultant Services to Prepare Public Works Documents whose work scope, cost estimate, rate schedule and project schedule are attached hereto and incorporated herein by this reference as though set forth in full.

The duties and services required of Consultant under this Agreement and pursuant to this Section 1 are referred to throughout the remainder of this Agreement as "the Work."

Section 2. Responsible Individual. The individuals directly responsible for the performance of the duties of Consultant are Al Petrie. Consultant represents and warrants that the execution of this Agreement has been approved by Consultant and that person executing this Agreement on behalf of Consultant has the full authority to do so.

Section 3. Work Schedule.

Consultant shall be available to work as many hours as required to complete the Work immediately upon receipt of the signed Agreement from the City and shall complete each task in a timely manner as specified. Consultant shall not be held responsible for delays caused beyond its reasonable control.

Section 4. Compensation.

In consideration of the performance of the Work described in Section 1 pursuant to the schedule set forth in Section 3, Consultant shall be compensated at the rate set forth in Exhibit B which is attached hereto and incorporated herein as though set forth in full. Consultant shall not charge City for any administrative expenses or overhead, including without limitation, facsimile, mileage and other/or any other expenses incurred by Consultant in connection with Consultant's provision of the Work. Consultant acknowledges and agrees that the compensation to be paid to Consultant under this Section 4 represents the full amount due and owing to Consultant in connection with

performance of the Work. Undisputed amounts of invoices are due with 30 business days of receipt of invoices.

Section 5. Amendments.

In the event City desires to retain Consultant for the performance of additional services, or wishes to delete any services in connection with this Agreement, specifications of such changes and adjustments to compensation due Consultant therefore shall be made only by written and signed amendment by both parties to this Agreement.

Section 6. Independent Contractor - Subcontractors.

It is specifically understood and agreed that in the making and performance of this Agreement, Consultant is an independent contractor and is not and shall not be construed to be an employee, common law employee, agent or servant of City. The consultant shall be solely liable and responsible to pay all required taxes and other obligations, including, but not limited to, withholding and Social Security. Consultant acknowledges and agrees that he/she is not entitled to the benefits of civil service status and/or the rights and privileges enjoyed by civil service employees and Consultant hereby waives any and all claims to such rights and/or privileges.

Section 7. Consultant's Responsibility.

It is understood and agreed that Consultant has the professional skills necessary to perform the Work, and that City relies upon the professional skills of the Consultant to do and perform the Work in a skillful and professional manner in accordance with the standards of the profession. Consultant thus agrees to so perform the Work.

Acceptance by City of the Work, or any of it, does not operate as a release of the Consultant from such professional responsibility. It is further understood and agreed that Consultant has reviewed in detail the scope of the work to be performed under this Agreement and agrees that in his professional judgment, the Work can and shall be completed for a fee within the amounts set forth in Section 4 of this Agreement.

Section 8. Hold Harmless and Indemnification.

- (a) To the fullest extent permitted by law (including without limitation, to the extent that they are found to be applicable to this Agreement, California Civil Code Sections 2782 and 2782.6 effective January 1, 2007) Consultant agrees to indemnify, defend and hold City its officers, elected and appointed officials, employees, agents and volunteers harmless from and against any and all liabilities, losses, damages, costs and expenses, including reasonable attorneys' fees and all legal expenses and fees incurred through appeal, and all interest thereon, accruing or resulting to any and all persons, firms or any other legal

entities on account of any damages or losses to property or persons, including injuries or death, or economic losses, but only to the extent resulting from Consultant's or its consultants negligent acts, recklessness, and/or willful misconduct as determined by a court or forum of competent jurisdiction.

- (b) To the fullest extent permitted by law and without limitation by the provisions of Section 9 relating to insurance, the Consultant shall also indemnify, defend and hold harmless the City its elected and appointed officials, officers, agents, employees and volunteers from and against all liability (including without limitation all claims, damages, penalties, fines, and judgments, associated investigation and administrative expenses, and defense costs, including but not limited to reasonable attorneys' fees, court costs, and costs of alternative dispute resolution) resulting from any claim of discrimination or harassment, including but not limited to sexual harassment, arising from the conduct of the Consultant or any of the Consultant's officers, employees, agents, licensees, or subcontractors. In the event of a discrimination or harassment complaint against any employee, agent, licensee or subcontractor of the Consultant or its subcontractors, the Consultant shall take immediate and appropriate action in response to such complaint, including, but not limited to termination or appropriate discipline of any responsible employee, agent, licensee or subcontractor. The provisions of this Section survive completion of the Project and/or termination of the Agreement.

Section 9. Insurance.

Consultant shall take out and maintain during the life of the Contract: (a) Comprehensive General Liability and Automobile Liability insurance in an amount not less than \$ 2,000,000 combined single limit applying to bodily injury, personal injury and property damage; (b) professional liability insurance in the amount of \$1,000,000 per claim and \$ 2,000,000 aggregate.

The liability policy(ies) are to contain, or be endorsed to contain, the following provisions:

The City, its officers, elected and appointed officials, employees, Consultants and agents must be named as Additional Insured under the coverage afforded with respect to the work being performed under the Agreement.

Section 10. Nondiscrimination.

There shall be no discrimination against any employee who is employed in the Work, or against any applicant for such employment because of race, religion, color, sex or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

Section 11. City Personnel Conflict of Interest.

No officers, member, or employee of City and no member of the governing body of City who exercises any functions or responsibilities in the review, approval of the undertaking or carrying out of the project, shall participate in any decision relating to this Agreement which affects his personal interest or the interest of any corporation, partnership, or association in which she is, directly or indirectly interested; nor shall any such officer, member or employee of City have any interest, direct or indirect, in this Agreement or the proceeds thereof.

Section 12. Consultant Conflict of Interest.

Consultant covenants that she presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of his services hereunder. Consultant further covenants that in the performance of this Agreement, no persons having any such interest shall be employed.

Section 13. Assignment.

Consultant shall not assign any interest in this Agreement, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written consent of City.

Section 14. Ownership of Documents.

Consultant agrees that all documents produced in the performance of this Agreement shall be the sole property of the City including all rights therein of whatever kind and whether arising from common or civil law or equity. The Work shall be used solely for the project for which it was originally intended.

Such documents are not intended or represented to be suitable for reuse by CITY or others on extensions of the Project or on any other project. Any such reuse without written verification or adaptation by CONSULTANT and CONSULTANT's Subconsultants, as appropriate, for the specific purpose intended will be at CITY's sole risk and without liability or legal exposure to CONSULTANT, or to CONSULTANT's Subcontractors, and CITY shall indemnify and hold harmless CONSULTANT and CONSULTANT's Subconsultants from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle CONSULTANT to further compensation at rates to be agreed upon by CITY and CONSULTANT.

Section 15. Termination.

City may terminate this Agreement at any time without reason stated or required by giving written notice of the same and specifying the effective date thereof, at least seven calendar days before the effective date of such termination. Consultant may terminate for cause within thirty (30) day notice. If the Agreement is terminated as



provided herein, Consultant shall be paid for all effort and material expended on behalf of the Work under the terms of this Agreement, less any charges against Consultant as otherwise provided herein, up to the effective date of termination, except that upon notification of such termination, Consultant shall immediately cease to undertake any duties under the Agreement not yet underway, and shall limit its further activities up to the effective date of termination to those duties necessary to wind up work then underway.

In Witness Whereof, City and Consultant have executed this Agreement as of the date first written above.

City of Sausalito

Consultant

 By: Adam W. Politizer
 City Manager

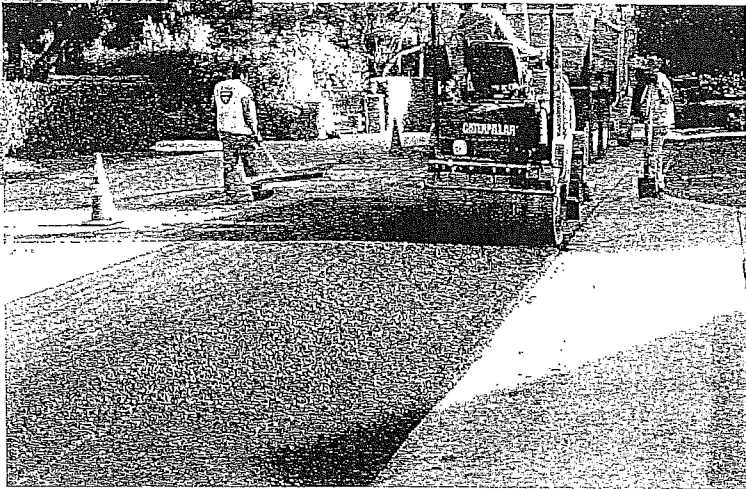
 By: _____
 Its: _____

approved as to form:



 Mary Anne Wagner
 City Attorney

CITY OF SAUSALITO
QUALIFICATIONS AND PROPOSAL FOR
CONSULTANTS SERVICES TO PREPARE
PUBLIC WORKS PROJECT DOCUMENTS



Prepared by CSG Consultants, Inc.
November 9, 2010



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QUALIFICATIONS

CSG Consultants Inc. has the expertise to assist local jurisdictions in updating their MTC Pavement Management Program. CSG engineers and technicians are highly familiar with MTC's PMP and have utilized it in cities and other agencies throughout the Bay Area. Depending on client needs, CSG can offer a wide range of services in the area of pavement management and pavement design. Some of these services include, but are not limited to, the following:

- Create an inventory of an agency's pavement network
- Divide the network into appropriate sections and sample units
- Perform a visual survey to detect and quantify pavement distress
- Collect and store pavement inventory data from available records; location, type, use, area, traffic data, maintenance records and where possible, construction history and age
- Analyze collected data
- Customize the Pavement Management Program database to include realistic costs and break points, as well as reflect each agency's maintenance and rehabilitation policies
- Identify pavement maintenance needs
- Generate maintenance and rehabilitation strategies
- Perform budget analysis
- Run budget scenarios analysis and determine the impact of various funding level scenarios
- Provide treatment recommendations
- Design new pavement and AC overlays
- Prepare complete project Plans, Specifications, and Estimate (PS&E) packages
- Perform construction management and inspection



CSG advocates MTC's approach of maintaining streets and roads in good condition at a relatively low cost rather than allowing pavements to deteriorate to the point where extensive rehabilitation or reconstruction becomes necessary. Often, as part of the prioritization process, this involves allocating a substantial amount of effort in the "Preventative Maintenance" category, as Sausalito is proposing to do with base repair, crack seal, and slurry seal treatments.

Quality Assurance / Quality Control (QA/QC)

QA/QC reviews will utilize senior-level staff that have not been involved in the project. The Quality Assurance / Quality Control manager, Cyrus Kianpour, P.E., P.L.S., Senior Principal Engineer, will be responsible for directing an independent review of all project deliverables prior to every major milestone. As a partner in the firm, Mr. Kianpour will also take the lead in negotiating and resolving any conflicts that may occur over scope of work.

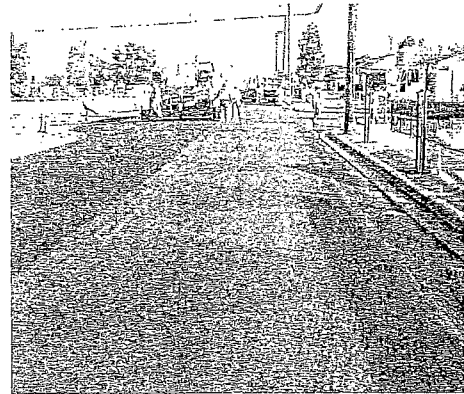
In addition to formal QA/QC reviews, quality control plays an important part in the ongoing design process, throughout the project's evolution. The Project Manager assures, through timely reviews and oversight of the project team's effort, that the end product is consistent with the goals and expectations of the City. When all of this review time is accounted for, it is not uncommon for QA/QC efforts to add up to over 5% of the total project effort.

PAVEMENT MANAGEMENT UNDERSTANDING

Today, as pavement maintenance costs exceed available funds, a more systematic approach is required to determine maintenance needs, priorities and funding allocations. Road networks must be managed; not merely maintained. Implementing a comprehensive pavement management program is a key element in maximizing the efficiency of expended funds. For this purpose, MTC developed and promoted its Pavement Management Program (PMP) to provide local jurisdictions with a systematic approach to maintaining inventory and addressing pavement conditions at the network level.

MTC's PMP is built around StreetSaver® software developed by MTC and now available online. This tool helps agencies make informed and timely decisions about their pavements by recording and tracking distress, maintenance, and rehabilitation across an entire pavement network. It also serves as a database to record pavement condition information based on field surveys and integrates this data into analysis software; yielding budgeting projections, GIS mapping, and pavement maintenance work programs tailored to local costs and conditions.

CSG's approach to pavement management stems from our belief that street condition contributes significantly to the character of a city. Well maintained roads can signal to visitors and residents that the network is effective, well planned and that taxes are spent wisely.



Staff must consider functional classification designation, pavement condition, traffic volumes, acceptable resurfacing standards and budget constraints. Deferral of street maintenance results in higher future cost. Unfortunately, community needs, along with budget constraints, restrict a city's ability to employ ideal pavement management principles.

A pavement section begins to deteriorate immediately after construction. The rate of deterioration is initially slow, but as the section ages, deterioration accelerates rapidly to the point of failure; completing the life cycle. An agency's maintenance strategy determines when and what type of work should be performed during the pavement life cycle.

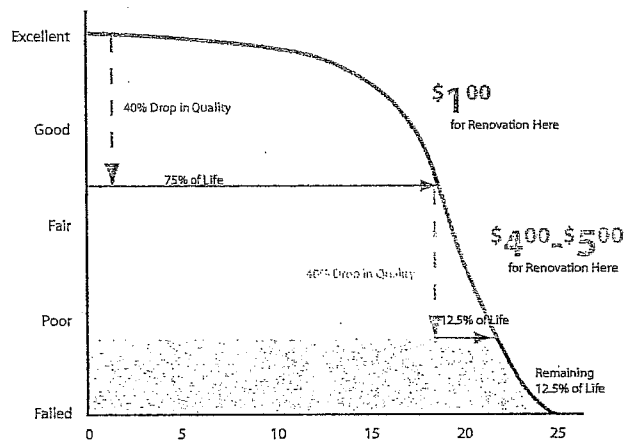


Figure 1. Decline in Roadway Construction over 20 Years Design Life
The most effective stage for addressing street repairs is before they begin rapid deterioration.

New pavements require very little maintenance; sections in mid-life are candidates for preventative maintenance such as seal coats; sections beyond this stage require overlay; sections near the end of the cycle require reconstruction.

Through the use of surface treatments and overlays, the pavement life cycle can be extended. Without maintenance, a normal street has a useful life of 25 to 30 years. With proper slurry seal and overlay applications, reconstruction can be deferred an additional 60 to 90 years; depending upon roadway type.

CSG has demonstrated success in the value of using a Pavement Management Program to help make good funding decisions. For example, applying cape seals for maintenance projects in several jurisdictions has resulted in the application of cost-effective maintenance treatments to residential streets that agencies have historically deferred maintenance on, thereby adding years of life to these street segments and improving the agency's PCI.

PROJECT TEAM

The project team will consist of the following key personnel.

AL PETRIE, P.E. - PROJECT MANAGER

Project Responsibilities: Mr. Petrie will take the lead as the Project Manager for these projects and will be the regular point of contact for the City. Mr. Petrie has more than thirty-two years of public sector Civil Engineering experience. In addition to having completed recent work for the City of Sausalito, he has served as the Assistant Director of Public Works for the City of Santa Rosa and the Engineering Manager of the Las Gallinas Valley Sanitary District from December 1998 to July 2006. He also served as the City Manager / Public Works Director for the City of Clearlake from 1996 to 1998.

CYRUS KIANPOUR, P.E., P.L.S. - PRINCIPAL-IN-CHARGE / PEER REVIEW

Project Responsibilities: Mr. Kianpour will provide an additional level of project control and will serve in the capacity of Quality Assurance / Quality Control. Mr. Kianpour is CSG's Vice President-Engineering and has over 20 years of experience, including serving as City Engineer for the cities of Hillsborough, Los Altos Hills, South San Francisco, Morgan Hill and East Palo Alto. He manages CSG's Engineering Department, supervising delivery up to \$20 million in construction annually.

MERRILL BUCK, P.E. - PAVEMENT MANAGER

Project Responsibilities: Mr. Buck will direct the PMP update and field assessment efforts and work with the Design Section Manager to prepare plans and specifications. Mr. Buck has nineteen years of experience including four as Deputy Public Works Director/City Engineer for the City of San Bruno. He has considerable experience in pavement design, including asphalt rubber-modified hot mix asphalt and the use of asphalt rubber cape seals, and has successfully completed several federally funded projects.

ED SLINTAK, P.E. - DESIGN MANAGER

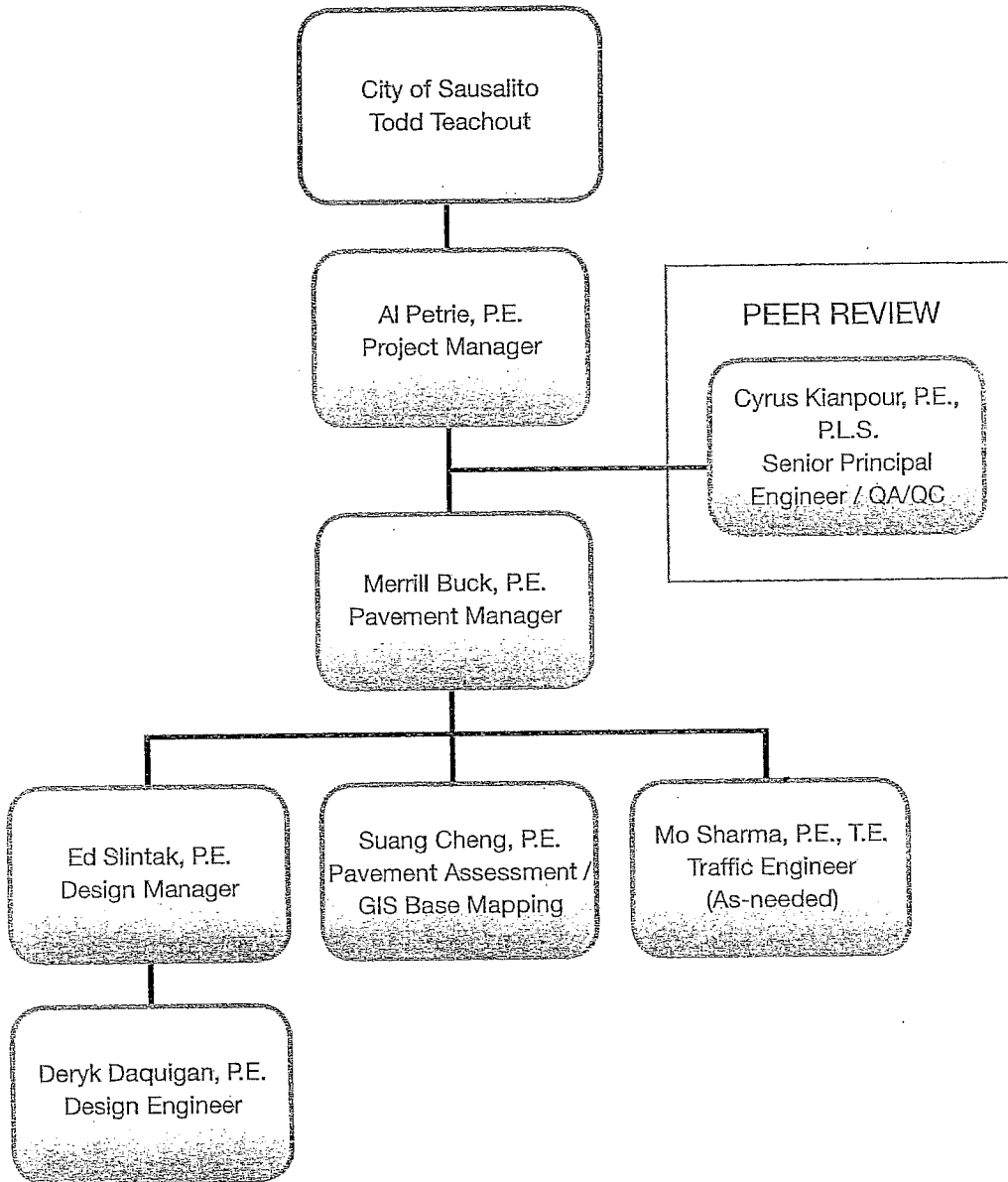
Project Responsibilities: Mr. Slintak will be the Design Manager and will oversee the production of all design efforts. Mr. Slintak has over 25 years of design experience with a majority in the area of roadway and highway projects from local streets to freeway interchanges. His design experience includes road reconstruction, rehabilitation and beautification. He has recently been project manager for street rehabilitation projects in Hillsborough, Tiburon, Monte Sereno, and Marin County.

DERYK DAQUIGAN, P.E. - PROJECT ENGINEER (ROADWAY DESIGN)

Project Responsibilities: Mr. Daquigan will complete the project plans and specifications. Transportation projects he has worked on include pavement rehabilitation for vehicular traffic, as well as pedestrian, bicycle, and equestrian traffic.

ORGANIZATION CHART

The project team will consist of the following key personnel. Resumes of the key personnel are included in the Appendix.



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TASK 1: PAVEMENT MANAGEMENT PROGRAM (PMP) UPDATE

The pavement management software developed by MTC allows the City to input, track and predict pavement conditions for individual street segments over time. The program can look at the consequences that various budget scenarios (funding levels) have on the ability to maintain the overall "health" of the network by modeling the rehabilitation of individual streets. In this "network-level" analysis, certain streets are selected for certain treatments when they pass certain pavement condition trigger points, set by the user. By applying typical repair costs at these trigger points, budget forecasts can be made with their corresponding impact to overall pavement condition.

But the specific street segments selected by the program are not necessarily the street segments that should be pursued as a project. At the project level, all street segments within a certain pavement condition range that are indicative of the treatment you're considering (such as an overlay) are looked at and candidate streets are noted. In this way, you can batch adjacent segments (with slightly different pavement conditions) into a common project - as is typically done with slurry seals across entire neighborhoods of similar age and deterioration. Finally, at the project level, you can discriminate between the urgency that one street might have over another based upon sound engineering judgment and apply factors such as utility coordination, community expectations or a desire to emphasize certain types of resurfacing treatments within certain pavement condition ranges.

Under this task, the steps identified in the RFP will be undertaken to allow the pavement management program to forecast network level needs with up to date information. Prior repair work will be inputted with new PCI scores, the unit cost decision tree will be updated with recent cost data and probable treatment selections. PCI treatment trigger points can also be modified if desired (such as lowering the PCI score at which an overlay is applied to a residential street). Following the updating of the data base, a project level repair list will be prepared for the budget and work scope envisioned by the City.

Deliverables:

Deliverables will include an updated PMP database, an updated unit price decision tree, updated budget needs and budget scenarios reports and incorporation of manually selected streets following a brief field assessment to generate a project-level repair list that can be forwarded to Council for approval.

TASK 2: ROADWAY DESIGN PROJECTS – PLANS, SPECIFICATIONS & ESTIMATES (PS&E)

Once candidate streets are identified for the various resurfacing treatment types, a field assessment will be performed and detailed plans, specifications and cost estimates will be prepared to rehabilitate the streets. Prior to marking dig-out locations, CSG will work with maintenance crews to agree upon criteria to be used to identify and mark failed locations. Markings will be placed with white survey paint to identify the boundaries of the repair areas in approximately 6-foot wide sections to approximate the width of a grinding machine. Locations needing repair will be noted on the drawings, along with a field-measured tabulation of the necessary quantities. In addition to including locations identified by Sausalito staff, CSG will also drive the City's arterial and collector streets to proactively identify additional locations that may require base repairs.



Storm drain inlets will be inspected for possible repair, and if necessary shall be included in the project. On overlay streets, intersections with sidewalks will be updated to meet ADA accessibility requirements. CSG is familiar with issues that a concrete slab can create and will discuss mitigation alternatives with the City to reconstruct these segments with either concrete or asphalt concrete. While surveying is typically not performed for overlay work, spot elevations can be taken to confirm that drainage and drivability is being addressed at problem locations such as intersections and at severe grade changes.

The field survey will also identify the location of all utility covers, pavement striping, necessary sidewalk repairs (if desired), and other pertinent information. Project specifications will be completed in the City's standard format with technical specification augmented by CSG as appropriate.

Deliverables:

This task will include the preparation of plans, specifications and estimates (bid packages) from the candidate street lists generated under Task 1. It is envisioned that a single plan set will be prepared for work involving pavement reconstruction of PCC street segments, asphalt overlay, base repairs and the Corporation Yard Paving. A separate bid package will be prepared for the slurry seal work. Dig outs and crack sealing necessary for the slurry seal work will be performed by the asphalt concrete resurfacing contractor. The final bid packages will be ready for City review by the beginning of April 2011 to satisfy the City's schedule requirement.

TASK 2: (ADDITIVE ALTERNATIVE) - ROADWAY BASE MAP

The latest version of the MTC Street Saver program now has basic GIS mapping capabilities that can generate graphical maps with filters on such fields as PCI scores and functional classifications. To utilize this feature, segments need to be "linked" to the base map that MTC provides. This is a fairly simple and straightforward exercise and takes about a week of effort depending upon how many segments a city has and how many segments "autolink."

In reading the RFP, it appears that the City wishes to go further with its ability to generate comprehensive street segment mapping data. To develop the roadway base maps described will take a more robust GIS system than what MTC provides. The data from MTC's Street Saver program can be imported into a separate, City GIS thereby maintaining the street segment fields. This can then be searched with other GIS layers built into it with data such as aerial photos, parcel information, utility information, striping, roadway signs, curb markings, fire hydrants, curb ramps, right of way obstructions, or any other right-of-way infrastructure condition that the City wishes to track. Much of this is already available under the City's MarinMap and so the work would involve working with and building up this system.

Deliverables:

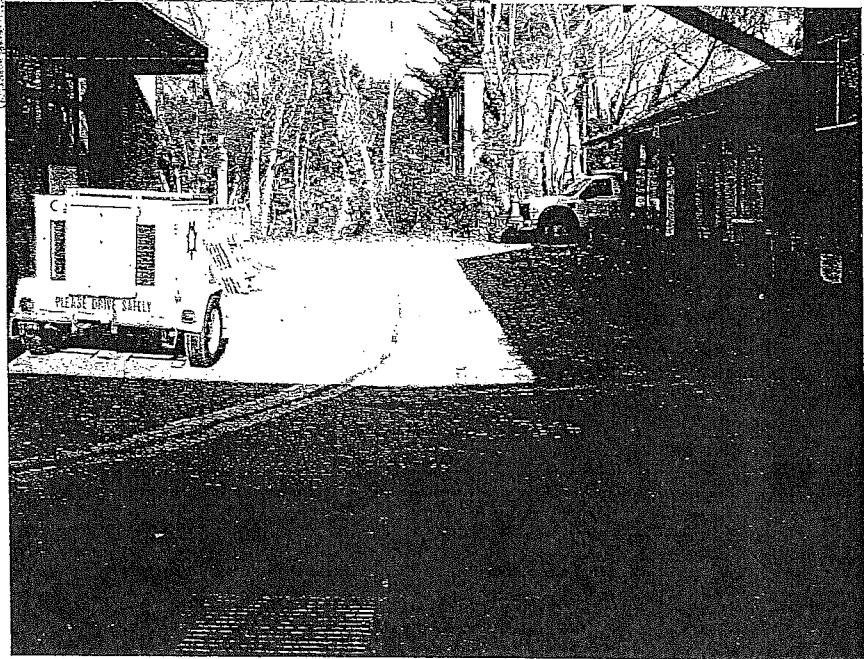
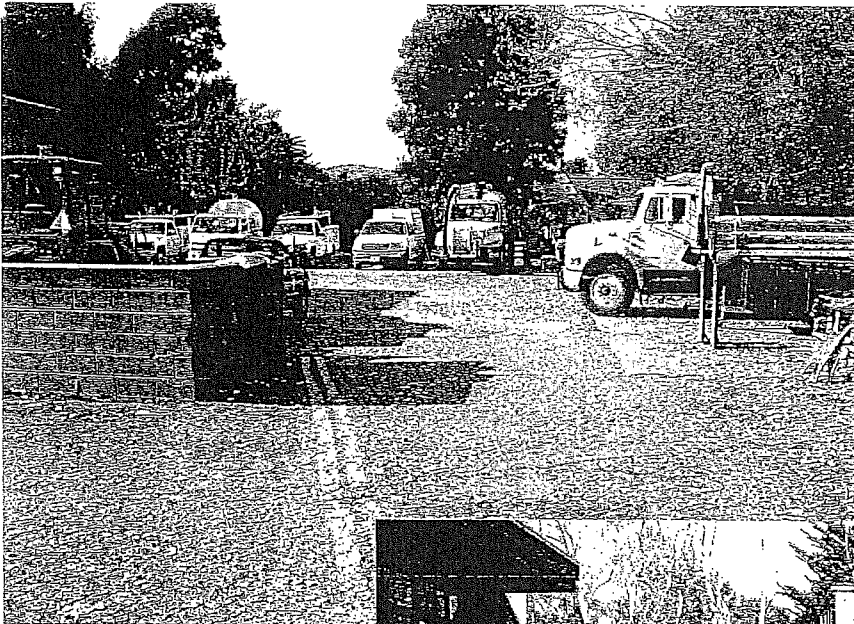
Depending upon how much additional information needs to be gathered and measured in the field, the amount of effort required to reach a desired level of mapping is hard to quantify. An allowance of effort over several months is therefore provided as a cost estimate. CSG has been involved with extensive GIS development in the town of Hillsborough, and Suang Chen, proposed as part of the team, provided this service and is an expert in this area. At no cost to the City, CSG will perform a detailed assessment of the City's GIS capabilities to determine and arrive at a realistic budget for pursuing this task.

TASK 3: CORPORATION YARD PAVING

Improvement plans for the Corporation Yard paving can proceed ahead of the street resurfacing project as this will not take Council approval. Because of the somewhat confined area to work within and the need to maintain drainage, it is envisioned that this work will most likely involve milling down the existing surface and replacing it with a thick layer of asphalt. CSG can coordinate deflection testing to determine the depth of removal necessary, however, the results may come back that a section much larger than the construction budget of \$42,000 is necessary. CSG can also take direction from City staff as to what the repair should consist of, based upon their observation of past performance over time, and design accordingly. Site conditions and constraints, such as access, work phasing, working hours, striping and any needed enhancements will be included in the improvement plans.

Deliverables:

Plans and an estimate of cost for the corporation yard paving will be prepared and incorporated into the asphalt overlay resurfacing bid package.



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PROJECT EXPERIENCE

The table below shows a partial list of CSG projects related to pavement management and roadway rehabilitation design. More detailed descriptions, cost estimates, and scope of services can be provided upon request.

Table 1 - CSG Staff Experience	Cyrus Kianpour	Suang Cheng	Merrill Buck	Ed Silintak	Deryk Daquigan
Skills & Expertise					
Pavement Inspection / PMP	X	X	X		
Roadway Design	X	X	X	X	X
Pavement Program Management / Street Assessment					
Pavement Management Update September 2008 - City of Mountain View	X	X	X		
Pavement Management Update October 2007 - City of Monte Sereno		X		X	
Pavement Management System Streets September 2006 - Presidio Trust		X		X	
Pavement Management System Parking Lots September 2006 - Presidio Trust		X		X	
Pavement Management System , P-TAP 7 March 2006 - City of Monte Sereno		X		X	
Pavement Management System , P-TAP 7 March 2006 - Town of Colma		X		X	
Pavement Management System , P-TAP 7 December 2005 - City of San Bruno		X		X	
Pavement Management System , P-TAP 6 June 2005 - Presidio Trust		X		X	
Pavement Management System , P-TAP 6 March 2005 - City of Sunnyvale		X		X	
Pavement Design Projects					
Homestead Rd. Resurfacing - City of Sunnyvale				X	X
Evelyn/Maria Rd. Resurfacing - City of Sunnyvale				X	X
Crestview Dr. Resurfacing - City of San Carlos			X		
Serramonte Blvd. Overlay - Town of Colma			X		
2009 Asphalt Spot Repair - City of San Carlos			X		
Downtown Resurfacing Project 2009 - City of Half Moon Bay					X
2008-2009 Pavement Rehabilitation - Town of Tiburon				X	
Reed Ranch Rd. & Ridge Rd. Overlay - Town of Tiburon				X	
2009 Asphalt Overlay - Town of Hillsborough		X		X	
2008-2009 Road Rehabilitation - Town of Hillsborough		X		X	
Colma Blvd. Resurfacing - Town of Colma				X	
2009 Pavement Resurfacing Projects - City of Monte Sereno			X	X	
2007 Pavement Rehabilitation Program - County of Marin			X	X	
2007 Street Rehabilitation - Town of Hillsborough				X	
2006-2007 Failed Street Rehabilitation - Town of Tiburon				X	
Junipero Serra Blvd. Widening / Reconstruction - Town of Colma	X			X	
McLellan Drive Extension - City of South San Francisco & Town of Colma	X				
Pavement Resurfacing & Rehabilitation, Phase II - City of East Palo Alto	X				
Pavement Resurfacing & Rehabilitation, Phase I - City of East Palo Alto	X				
Pavement Resurfacing - Pillar Point Harbor	X				
Sneath Lane Resurfacing - City of San Bruno	X		X	X	
Hillside Blvd. Reconstruction - Town of Colma	X			X	
Bay Road, Phase One Improvements - City of East Palo Alto				X	
2003-2006 Street Resurfacing Program - Town of Hillsborough	X				
Pavement Management Technical Assistant Projects - MTC			X	X	
Palm Avenue Improvements - City of Marina				X	X
Highway 1 Trail - Bicycle and Pedestrian - City of Half Moon Bay				X	X

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CONCLUSION

CSG Consultants, Inc. has been extremely fortunate to participate in the transformation and growth of the San Francisco Bay Area. As a Bay Area consulting firm, our engineers assist clients in a wide range of services related to pavement management and design. We have assisted local agencies in the pursuit of Federal and State funds, prepared PS&E bid packages and provide complete pavement rehabilitation services; from project planning and design to construction management and inspection. Many of our engineers are former employees of local agencies throughout the Bay Area and are familiar with MTC's Pavement Management Program, governmental agencies practices, budgeting and funding of capital improvement projects. This wealth of experience, combined with the educational knowledge of proper pavement management principles, helps to provide our clients with quality service and project success.

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2010 STANDARD ENGINEERING FEES

CSG's fee is proposed by task at the estimated number of hours shown, to be billed at a time and materials rate based upon the fee schedule below.

Proposed Staffing Plan **City Of Sausalito** **Preparation of Public Works Project Documents** **November 9, 2010**

Task	Staff	Role	2010/2011						Total Hours	Hourly Rate	Estimated Cost
			Nov	Dec	Jan	Feb	Mar	Apr			
1 - PMP Update	Al Petrie, P.E	Project Manager	4	4	2				10	\$160.00	\$1,600.00
	Merrill Buck, P.E.	Pavement Manager		4	4				8	\$175.00	\$1,400.00
	Suang Cheng, P.E.	Assoc. Engineer		40	16				56	\$140.00	\$7,840.00
2 - Street Repair / Base Repair Plans	Al Petrie, P.E	Project Manager			16	16	8	8	48	\$160.00	\$7,680.00
	Merrill Buck, P.E.	Pavement Manager			40	10	4		54	\$175.00	\$9,450.00
	Ed Slintak	Design Manager			16	8	8		32	\$165.00	\$5,280.00
	Deryk Daquigan, P.E.	Design Engineer			80	80	20		180	\$140.00	\$25,200.00
3 - Corporation Yard Paving	Al Petrie, P.E	Project Manager			4	2	2		8	\$160.00	\$1,280.00
	Merrill Buck, P.E.	Pavement Manager			4	2			6	\$175.00	\$1,050.00
	Deryk Daquigan, P.E.	Design Engineer			40	20			60	\$140.00	\$8,400.00

Total Not to Exceed Amount: **\$69,180.00**

2 (Add Alternate) Development of Roadway Base Map	Al Petrie, P.E	Project Manager		4	4	4			12	\$160.00	\$1,920.00
	Suang Cheng	Assoc. Engineer		120	120	120			360	\$140.00	\$50,400.00

Total Add Alternate Amount: **\$52,320.00**

It is understood that the actual cost for services under individual tasks may exceed the estimated cost, however, the total cost of services shall not exceed the Total Not to Exceed Amount.

Proposal based on a 40 hour work week. Overtime and accelerated schedule, if necessary will be negotiated.

Per the City's contract language, rates include direct and indirect costs. There is no added cost for "overhead".

Rates are good through June 2011.

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TASK 2: ROADWAY DESIGN PROJECTS - PLANS, SPECIFICATIONS, AND ESTIMATES (PS&E)

PROFESSIONAL ENGINEERING SERVICES - HOURLY RATES	
Senior Principal Engineer	\$220
Principal Engineer	\$175
Senior Engineer	\$160
Associate Engineer	\$140
Assistant Engineer	\$125
Engineering Technician	\$105

These rates include all direct and indirect costs and shall remain valid for the term of the contract.

CSG invoices monthly for services provided the previous month.
 Clients will receive a detailed account of work performed.

Additional Costs

Reproduction: Cost + 15%
 Subconsultants: Cost + 15%

MILESTONE DELIVERY SCHEDULE

CITY OF SAUSALITO
 PREPARATION OF PUBLIC WORKS DOCUMENTS
 November 9, 2010

PROJECT SCHEDULE

Task Description	2010		2011								
	November	December	January	February	March	April	May	June	July	August	September
Notice to Proceed	█										
Pavement Managemet Program (PMP) Update		█									
Present Street Segment Repair List to Council			█								
Preparation of PS&E for Street Repairs			█	█	█	█					
Preparation of Corp Yard Paving PS&E			█	█	█						
Bid Advertisement and Award							█	█			
Construction Support									█	█	█
Add Alternate: Roadway Base Map		█	█	█							

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