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March 29, 2010

Aleida Andrino-Chavez
City of Albany
1000 San Pablo Avenue
Albany, CA 94706

Subject: Buchanan Bikeway Plans, Specifications, and Estimate – Final Design

Dear Ms. Andrino-Chavez,

AECOM is pleased to present this proposal to perform civil engineering design services for the final design of the Buchanan Bikeway project in the City of Albany. AECOM and the City of Albany have been working on this project together through 35 percent design, and have completed the following items of work for both phases:

- Topographic surveys;
- Tree report
- Traffic study;
- Preparation of base plans;
- Horizontal alignment; and
- Public Meetings.

The above information will be used by AECOM to complete the project design, prepare PS&E, and provide construction support. It is assumed that the above items are substantially complete, except the hydraulics report as described below, and will not be included in the deliverables from AECOM.

At this time, it is envisioned that the project will be separated into the following two phases:

- Phase 1: Construction of the bikeway between San Pablo Avenue and Cornell Avenue; and
- Phase 2: Construction of the bikeway between Pierce Street and San Pablo Avenue.

Accordingly, the final design will be based off of the 35% plans as previously prepared by AECOM and will be separated into two bid packages. The following is our proposed scope of work to prepare construction documents for both phases of the bikeway.

SCOPE OF WORK

Task 1 – Final Plans, Specifications and Estimate – Phase 1

AECOM will provide final design for the area between San Pablo Avenue/Marin Avenue intersection and the Cornell Avenue/Marin Avenue intersection. This work consists of signal modifications to the San Pablo/Marin Avenue intersection and bike path design to the east of the intersection. Specific work included in this task is as follows:

Utilities

AECOM will be responsible for coordinating with utilities to determine potential utility conflicts and preparing relocation designs as needed. AECOM will lead efforts in negotiating acceptable resolutions between the City and the Utilities. Utility related work will include the following:

Records Research: AECOM will actively coordinate with the utilities in the project area to obtain system mapping and utility identification above and beyond what has been done to date.

Utility Location: AECOM staff will contract with a SUE firm to identify all live underground utilities within the project limits.

Survey and Mapping: The City will perform all fieldwork to identify all above ground utilities and underground utilities as staked out by the SUE contractor. AECOM will add the survey data to the existing project base maps. AECOM will use the modified basemaps to modify project drawings that depict utility locations.

Relocation Design: AECOM will identify utility conflicts and develop design solutions where needed, subject to the approval of the Utilities and the City. AECOM will prepare PS&E for all needed utility relocations that the City would be responsible for. AECOM will coordinate with the Utility as needed for all relocation design prepared by the Utility.

Contract Drawings

The following types of drawing sheets are anticipated as described below. The estimated number of sheets is shown in the fee proposal.

Title/Index/Vicinity Map: AECOM shall prepare an index listing of plan sheet titles as they appear on the plan sheets. AECOM will use the existing vicinity map already prepared. An index sheet has been prepared as a basis for determining the design level of effort for the project (see attached).

Legend and Abbreviations: AECOM will prepare a legend and abbreviation sheet showing items shown in the plans. This will be produced from existing standard legend and abbreviation files already produced by the City but revised for this project.

Summary of Quantities: AECOM will prepare a summary of quantities sheet that will list quantities for each bid item.

Roadway Sections: AECOM shall prepare the roadway sections plans in accordance with the Plans Preparation Manual and the approved striping plan. The roadway sections will provide typical



geometric information such as lane width, curb, gutter, sidewalks and side slopes. They will also indicate the type and depth of surfacing depths to be used for the roadway.

Site Preparation: AECOM shall prepare site preparation plans. The plans will be used to depict removal and demolition items, existing and proposed alignments and existing and proposed right of way limits. The new alignment has already been established but detailed curve data and coordinates necessary to construct the project will be added. The new right of way limits have already been established but will be tied to the new alignment with station and offsets. Any new monumentation will also be shown. AECOM shall prepare removal items quantity tabulation sheets locating the removal of items on the plans.

Roadway Plans and Profiles: AECOM will use the 35 percent level plans and shall provide the mainline, side street and bicycle path profiles. The profiles will show existing and proposed profile alignment data along with the proposed superelevation diagrams, embankment quantities, excavation quantities, roadway section reference, clearing and grubbing quantities and other applicable items.

Paving: AECOM shall prepare the paving and grading plans and details in accordance with the approved roadway sections. The plans shall include, but not limited to, paving limits, grinding locations, pavement type (full depth, overlay, etc) barrier type and locations, guardrail type and locations, cut and fill line limits, driveway details, intersection grading around curb return radii and other applicable items.

Drainage: AECOM shall prepare drainage plans, profiles, details and structure notes. Details for each detention and quality control facilities shall also be provided including plan, elevations and section views.

Pavement Delineation: AECOM shall prepare signing plans, details and sign specifications in accordance with Caltrans and the California MUTCD. The plans shall show existing signage, sign removal specifications, proposed locations for new signing and sign specifications. AECOM shall update quantity takeoffs and backup calculations.

Traffic Signal Plans: AECOM shall prepare signal plans and details in accordance with Caltrans standard plans and the CA MUTCD. It is assumed that the City or Caltrans shall provide AECOM as-built plans for the existing signal at the San Pablo/Marin Avenue intersection. AECOM will use these as-built plans to create signal plans for modified signals at this location. It is assumed that the equipment and hardware at the San Pablo/Marin Avenue intersection will be relocated or remain if possible.

Landscaping/Irrigation: Landscaping and irrigation plans will be prepared for all locations where trees are removed, relocated, or new bulb-outs are proposed as shown in the 35 percent plans. AECOM will include softscape planting plans for the ground cover and tree planting, as well as irrigation for the areas adjacent to the new bikeway. AECOM will meet with the City to determine specific landscaping needs within the right of way and prepare PS&E accordingly. It is assumed that the landscaping work will not require special utility provisions for irrigation or power.



Specifications

AECOM shall prepare the contract special provisions for the project. The special provisions shall be prepared in accordance with the Caltrans specifications. AECOM will also incorporate special provisions as provided by the City.

Cost Estimate

AECOM will determine quantities for all bid items and will prepare an engineers estimate for the project. The estimate will include unit costs, lump sum prices and backup. Unit cost data for standard bid items will be based on Caltrans cost data.

Design Progress Review Meetings

AECOM will prepare for and attend formal 65 percent and 90 percent Design Review meetings to discuss the City review comments. AECOM will incorporate directed revisions into the PS&E. AECOM will also prepare for and attend informal progress review meetings as determined necessary by the City.

Quality Control

AECOM shall implement its quality assurance procedures to all scheduled deliverables. This includes all calculations and drawings reviewed by an independent senior engineer prior to delivery to the City.

Task 1 Deliverables

Submittals of plans, specifications, and engineer's estimates will be made at the 65, 90, and 100 percent level. The following summarizes the deliverables under this task:

- Invoices and Progress reports monthly.
- 10 sets of half-size drawings for the 65 percent review;
- 5 sets of Special Provisions and Engineers Estimate for the 65 percent review;
- 10 sets of half-size drawings for the 90 percent review;
- 5 sets of Special Provisions and Engineers Estimate for the 90 percent review;
- 2 sets of full size signed plans of the 100 percent final submittal.
- One copy of 100 percent Specifications and Engineers Estimate, quantity calculations and quantity calculations backups.

Task 2 – Final Plans, Specifications and Estimate – Phase 2

AECOM will provide final design for the area between the Pierce Street/Buchanan Street intersection and the San Pablo Avenue/Marin Avenue. The signal modifications to the San Pablo/Marin Avenue intersection will not be included (included in Phase 1), but design will be prepared for all other work west of the intersection. Specific work included in this task is as follows:

Utilities

AECOM will be responsible for coordinating with utilities to determine potential utility conflicts and preparing relocation designs as needed. AECOM will lead efforts in negotiating acceptable resolutions between the City and the Utilities. Utility related work will include the following:



Records Research: AECOM will actively coordinate with the utilities in the project area to obtain system mapping and utility identification above and beyond what has been done to date.

Utility Locates: AECOM staff will contract with a SUE firm to identify all live underground utilities within the project limits.

Survey and Mapping: The City will perform all fieldwork to identify all above ground utilities and underground utilities as staked out by the SUE contractor. AECOM will add the survey data to the existing project base maps. AECOM will use the modified basemaps to modify project drawings that depict utility locations.

Relocation Design: AECOM will identify utility conflicts and develop design solutions where needed, subject to the approval of the Utilities and the City. AECOM will prepare PS&E for all needed utility relocations that the City would be responsible for. AECOM will coordinate with the Utility as needed for all relocation design prepared by the Utility.

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Legend and Abbreviations: AECOM will prepare a legend and abbreviation sheet showing items shown in the plans. This will typically produced from existing standard legend and abbreviation files already produced by the City but revised for this project.

Summary of Quantities

AECOM will prepare a summary of quantities sheet that will list quantities for each bid item.

Roadway Sections: AECOM shall prepare the roadway sections plans in accordance with the Plans Preparation Manual and the approved striping plan. The roadway sections will provide typical geometric information such as lane width, curb, gutter and sidewalks and side slopes. They will also indicate the type and depth of surfacing depths to be used for the roadway.

Site Preparation: AECOM shall prepare site preparation plans. The plans will be used to depict removal and demolition items, existing and proposed alignments and existing and proposed right of way limits. The new alignment has already been established but curve data and coordinates necessary to construct the project will be included. The new right of way limits has already been established but it will be tied to the new alignment with station and offsets. Any new monumentation will also be shown. AECOM shall prepare removal items quantity tabulation sheets locating the removal of items on the plans.

Roadway Plans and Profiles: AECOM will use the 35 percent level plans and shall provide the mainline, side street and bicycle path profiles. The profiles will show existing and proposed profile



alignment data along with the proposed superelevation diagrams, embankment quantities, excavation quantities, roadway section reference, clearing and grubbing quantities and other applicable items.

Paving: AECOM shall prepare the paving and grading plans and details in accordance with the approved roadway sections. The plans shall include, but not limited to, paving limits, grinding locations, pavement type (full depth, overlay, etc) barrier type and locations, guardrail type and locations, cut and fill line limits, driveway details, intersection grading around curb return radii and other applicable items.

Drainage: AECOM shall prepare drainage plans, profiles, details and structure notes. Details for each detention and quality control facilities shall also be provided including plan, elevations and section views.

Pavement Delineation: AECOM shall prepare signing plans, details and sign specifications in accordance with Caltrans and the California MUTCD. The plans shall show existing signage, sign removal specifications, proposed locations for new signing and sign specifications. AECOM shall update quantity takeoffs and backup calculations.

Traffic Signal Plans: AECOM shall prepare signal plans and details in accordance with Caltrans standard plans and the CA MUTCD. This task includes a new traffic signal at the Buchanan Street/Pierce Street intersection. It is assumed that the equipment and hardware at the Buchanan Street/Pierce Street intersection will be new.

Landscaping/Irrigation: Landscaping and irrigation plans will be prepared for all locations where trees are removed, relocated, or new bulb-outs are proposed as shown in the 35 percent plans. AECOM will include softscape planting plans for the ground cover and tree planting, as well as irrigation for the areas adjacent to the new bikeway. AECOM will meet with the City to determine specific landscaping needs within the right of way and prepare PS&E accordingly. It is assumed that the landscaping work will not require special utility provisions for irrigation or power.

Specifications

AECOM shall prepare the contract special provisions for the project. The special provisions shall be prepared in accordance with the Caltrans specifications. AECOM will also incorporate special provisions as provided by the City

Cost Estimate

AECOM will determine quantities for all bid items and will prepare an engineers estimate for the project. The estimate will include unit costs, lump sum prices and backup. Unit cost data for standard bid items will be based on Caltrans cost data.

Design Progress Review Meetings

AECOM will prepare for and attend formal 65 percent and 90 percent Design Review meetings to discuss the City's review comments. We will incorporate directed revisions into the PS&E. AECOM will also prepare for and attend informal progress review meetings as determined necessary by the City.



Quality Control

AECOM shall implement its quality assurance procedures to all scheduled deliverables. This includes all calculations and drawings reviewed by an independent senior engineer prior to delivery to the City.

Task 2 Deliverables

Submittals of plans, specifications, and engineer's estimates will be made at the 65, 90, and 100 percent level. The following summarizes the deliverables under this task:

- Invoices and Progress reports monthly.
- 10 sets of half-size drawings for the 65 percent review;
- 5 sets of Special Provisions and Engineers Estimate for the 65 percent review;
- 10 sets of half-size drawings for the 90 percent review;
- 5 sets of Special Provisions and Engineers Estimate for the 90 percent review;
- 2 sets of full size signed plans of the 100 percent final submittal.
- One copy of 100 percent Specifications and Engineers Estimate, quantity calculations and quantity calculations backups.

Task 3 – Project Management

AECOM will provide overall project management services for both phases as follows:

- Project administration including budget, schedule, and invoicing (including monthly progress reports);
- Implementation of quality control program;
- Attend up to six project design progress meetings with the City, stakeholders, and other agencies as required;
- Coordination with utilities to perform investigations, conduct negotiations, and prepare design mitigations; and
- Technical oversight of deliverables.

Task 4 – Bid and Construction Support

This task will be added to the contract by change order if requested by the City. Under this task AECOM will provide bid and design support services as required. Services will include any are all of the following as requested:

- Responding to questions from bidders;
- Evaluating bids;
- Responding to RFI's;
- Field troubleshooting;
- Shop drawing review; and
- Preparation of as built drawings.

AECOM is excited to complete the design of the Buchanan Bike Path for the City of Albany.



Our staff is available to begin the work immediately. If you have any questions please do not hesitate to contact me.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Bill Burton'.

Bill Burton
Senior Transportation Engineer
bill.burton@aecom.com

Attachment

Project: Buchanan Bikeway between
Pierce Street and Cornell
Avenue

Agency: City of Albany

Subject: Final Design Fee Estimate



Phase	Title	Total Cost	No. Sheets	Sheet Hrs	Hrs/Sheet
1	Bikeway between Pierce Street and San Pablo Avenue	\$71,555	56	584	10
2	Bikeway between San Pablo Avenue and Cornell Avenue	\$116,275	41	417	10
Totals		\$187,830	97	1001	

Project:

Phase 1 Bikeway between San
Pablo Avenue and Cornell Avenue

Agency: City of Albany



Subject: Final Design Fee Estimate

	Phase 2	QC/QA	Proj. Mngr	Sr. Engr	Proj. Engr	CADD/Tech	Admin	Total	Sheets
Project Management									
Project Administration			10	10			5	25	
Attend Meetings			15	8				23	
Subtotal Project Management	0		25	18	0	0	5	48	
Utilities									
Records Research				2	1	2		5	
Basemap Revisions				1	4	2		7	
SUE Coordination				4	4	2		10	
Subtotal Utilities			0	7	9	6	0	22	
Contract Drawings									
Title Sheet/Vicinity Map and Sheet Index				1	1	4		6	1
Legend and Abbreviations				1	1	4		6	1
Summary of Quantities				1	8	8		17	1
Construction Notes				1	4	8		13	1
Survey and Alignment Control				2	8	8		18	1
Typical Sections and Details			1	2	16	6		25	2
Site Plan and Demolition			1	2	16	6		25	3
Traffic Control/Construction Staging			1	4	16	6		27	3
Plan and Profile			1	4	16	6		27	3
Intersection Paving Plan			1	4	16	6		27	3
Drainage Plans and Details			1	4	16	6		27	4
Utility Plans and Details			1	4	16	6		27	4
Delineation Plans and Details			1	4	16	6		27	4
Traffic Signal Plans and Details			1	4	16	6		27	2
Landscaping/Irrigation Plans and Details			4	24	30	60		118	8
Subtotal Contract Drawings	0		13	62	196	146	0	417	41
Submittals 65% 95% Final	4		2	4	8		2	20	
Specifications	1		2	12				15	
Cost Estimates	1		2	6	16			25	
Sub Total Labor Hours - Phase 2	6		44	109	229	152	7	547	
Billing Rate	\$170.00		\$270.00	\$130.00	\$110.00	\$100.00	\$85.00		
Total Labor Cost	\$ 1,020		\$ 11,880	\$ 14,170	\$ 25,190	\$ 15,200	\$ 595	\$ 68,055	
Reimbursables									
SUE Subcontractor								\$3,000	
Reproduceables								\$300	
Travel								\$100	
Postage & Shipping								\$100	
Subtotal								\$3,500	
Total Cost								\$71,555	

Project:

Phase 2 Bikeway between Pierce
Street and San Pablo Avenue

Agency: City of Albany



Subject: Final Design Fee Estimate

	Phase 1	QC/QA	Proj. Mngr	Sr. Engr	Proj. Engr	CADD/Tech	Admin	Total	Sheets
3 Project Management									
3.1 Project Administration			20	40			10	70	
3.2 Attend Meetings			30	10				40	
Subtotal Project Management		0	50	50	0	0	10	110	
Utilities									
Records Research				4	2	4		10	
Basemap Revisions				2	8	4		14	
SUE Coordination				8	8	4		20	
Subtotal Utilities			0	14	18	12	0	44	
Contract Drawings									
Title Sheet/Vicinity Map and Sheet Index				2	4	4		10	1
Legend and Abbreviations				2	4	4		10	1
Summary of Quantities				2	12	12		26	1
Construction Notes				2	4	8		14	1
Survey and Alignment Control				4	8	16		28	1
Typical Sections and Details			2	4	8	20		34	3
Site Plan and Demolition			2	4	20	10		36	5
Traffic Control/Construction Staging			2	8	20	10		40	5
Plan and Profile			2	8	20	10		40	5
Intersection Paving Plan			2	8	20	10		40	5
Drainage Plans and Details			2	8	20	10		40	6
Utility Plans and Details			2	8	20	10		40	6
Delineation Plans and Details			2	8	20	10		40	6
Traffic Signal Plans and Details			2	8	20	10		40	2
Landscaping/Irrigation Plans and Details			4	24	50	68		146	8
Subtotal Contract Drawings		0	22	100	250	212	0	584	56
Submittals 65% 95% Final		8	4	8	16		5	41	
Specifications		2	4	30				36	
Cost Estimates		1	4	10	30			45	
Sub Total Labor Hours - Phase 1		11	84	212	314	224	15	860	
Billing Rate		\$170.00	\$270.00	\$130.00	\$110.00	\$100.00	\$85.00		
Total Labor Cost		\$ 1,870	\$ 22,680	\$ 27,560	\$ 34,540	\$ 22,400	\$ 1,275	\$ 110,325	
Reimbursables									
SUE Subcontractor								\$5,000	
Reproduceables								\$500	
Travel								\$250	
Postage & Shipping								\$200	
Subtotal								\$5,950	
Total Cost								\$116,275	