

**STAFF REPORT**  
**COUNCIL MEETING DATE:**  
**May 14, 2012**

**ITEMS FOR COUNCIL CONSIDERATION:**

**Contract with Penfield and Smith, Inc. for professional engineering services for the El Carro Lane Sidewalk In-fill Project**

**Report prepared by:** Charles W. Ebeling, Director  
**Department:** Public Works

  
\_\_\_\_\_  
*Signature*

**Reviewed by  
City Manager:**

  
\_\_\_\_\_  
*Signature*

**ACTION**  **NON-ACTION**  **STAFF RECOMMENDATION:**

**Recommendation:** That the City Council authorize execution of an agreement for engineering services with Penfield and Smith, Inc. for the scope and cost or work in Attachment A.

**Sample Motion:** I move to authorize the Mayor to sign the agreement for professional engineering services with Penfield and Smith, Inc. for the El Carro Lane Sidewalk In-fill Project.

**I. BACKGROUND:**

The City of Carpinteria Capital Improvement Program includes the El Carro Lane Sidewalk In-fill Project. Penfield and Smith, Inc. proposes to provide professional engineering services for the preparation of final plans, specifications, and engineering cost estimates for curb, gutter, sidewalk, and driveway improvements on the north side of El Carro Lane west of the El Carro City Park. The proposed project is proposed to be completed in two phases. Phase one of the improvements will include Americans with Disabilities Act (ADA) accessibility ramp improvements with curb extensions at the El Carro Lane/Namouna Street intersection, replacement of damaged sidewalk and driveways along the El Carro Park frontage, and in-fill

and repairs of sidewalk extending approximately 250 west of the park boundary along the north side of El Carro Lane.

The second phase of the project will complete the sidewalk on the north side of El Carro Lane from the improvement described above to the sidewalk that begins adjacent to the Saint Joseph's Church parking lot. The second phase of the project will require extensive modifications to improvements in the roadway right-of-way such as landscaping, planters, irrigation systems, retaining walls and fences that were likely constructed by the adjacent property owners over time. As the Department of Public Works plans the second phase of the project, staff will work with each property owner to determine the best approach to installing the sidewalk while minimizing impacts to existing improvements. Figure 1 below shows the El Carro Park maintenance driveway that will be replaced with phase one of the sidewalk in-fill project. Figure 2 below shows an area of El Carro Lane that will be included in the second phase of the project.



**Figure 1 - El Carro Park Maintenance Drive and Park Frontage along El Carro Lane**



**Figure 2** – Improvements within City Roadway Right-of-Way that will be impacted by Phase two of the El Carro Lane Sidewalk In-fill Project

**II. POLICY:**

The proposed project is included in the Street and thoroughfares section of the current City of Carpinteria Capital Improvement Program. At the Annual Work Plan meeting held on January 28, 2012, the Council directed staff to make this project the highest priority for Public Works capital project in 2012. This project also addresses many of the goals, objectives and policy statements in the pedestrian circulation section of the Circulation Element in the City of Carpinteria General Plan.

**III. FINANCIAL CONSIDERATIONS:**

The El Carro Lane Sidewalk In-fill Project is estimated to cost approximately \$249,750. Funding for this project will come from legacy Measure D funds.

<b>Project Costs:</b>		<b>Funding:</b>	
Design Engineering	\$37,000	Measure D	\$249,750
Construction*	\$185,000	<b>Total:</b>	<b>\$249,750</b>
Construction Administration*	\$27,750		
<b>Total:</b>	<b>\$249,750</b>		

\* *Estimated Costs*

Based on recent project experience and anticipated level of effort to award this project to a construction contractor by the Fall of 2012, the proposed scope of work and contract fee amount is reasonable.

**IV. ATTACHMENTS:**

Attachment A: Penfield and Smith, Inc. scope of work and fee for the El Carro Lane Sidewalk In-fill Project.

**ATTACHMENT A**



## Penfield & Smith

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[www.penfieldsmith.com](http://www.penfieldsmith.com)

Santa Barbara  
Camarillo  
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Land Surveying

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Traffic & Transportation  
Engineering

Transportation Planning

Structural Engineering

Water Resources  
Engineering

GIS

W.O. 20566.01

April 4, 2012

Mr. Charlie Ebeling  
Public Works Director/City Engineer  
City of Carpinteria  
5775 Carpinteria Avenue  
Carpinteria, CA 93013

Subject: **El Carro Lane: Namouna Court to St. Joseph's Catholic Church  
Parking Lot – Intersection Curb Extensions and Sidewalk Infill  
Design**

Dear Charlie,

Thank you for the opportunity to prepare a proposal for curb extension and sidewalk design services.

### UNDERSTANDING OF PROJECT REQUIREMENTS

The project area consists of a redesign of the intersection of El Carro and Namouna Court to add curb extensions to improve pedestrian visibility and the design of sidewalk infill along an approximately 930' stretch along the north side of El Carro Lane, west of El Carro Park.

There are several design challenges associated with the project design, including:

- Conflicts between curb extensions and existing drainage patterns
- ADA compliance (pathway width, driveway pans, cross slope, etc.)
- Grade differential between private property and top of curb
- Conflicting utilities (power poles, hydrants, water/gas meters, etc.)
- Conflicting private improvements (mailboxes, fences, gardens, landscape and hardscape)

Per our conversation during our field walk on March 29, it was determined that the design approach would be to take the "path of least resistance" in designing a concrete sidewalk, to create a continuous paved pathway in this area. This means preserving existing concrete improvements whenever possible and aligning a minimum sidewalk width at the back of existing curb, while conforming to ADA requirements.

It was also discussed that depending on the overall project cost, that the project might be divided into two phases, with the dividing line being located near 5224 El Carro Lane. The plans will be prepared with this potential phasing in mind.

## SCOPE OF WORK

1. Prepare agenda for and conduct kickoff meeting with City staff to obtain all requested record drawing and utility information and confirm design assumptions.
2. Perform topographic survey of project area to include, curb and gutter, back of walk (where applicable), existing utilities (including sewer and storm drain inverts), fire hydrants, power poles, fences, landscaping, trees, irrigation equipment, signs, walls, private improvements and topographic features within 15' of the face of curb and other pertinent topographic features.
3. Research and locate record monuments for use in right of way determination.
4. Conduct utility research for project area.
5. Compile supplemental topographic, boundary survey and utility information for use as design base map.
6. Prepare preliminary sidewalk alignment taking into account available right of way, grades, conflicting landscaping, utilities and private improvements.
7. Review existing drainage patterns at the Namouna Court and El Carro intersection.
8. Prepare geometric layout of curb extensions at the Namouna and El Carro intersection based on design vehicle and drainage constraints
9. Meet with City staff to review design concept. Revise per comments.
10. Attend meeting with affected property owners to review sidewalk design and seek consensus on design concept.
11. Prepare 50% PS&E submittal to include:
  - Cover Sheet
  - Demolition plan
  - Street Improvement plan, including geometrics, survey control and utility relocations
  - Cross sections
  - Striping and Signing Plan
  - Book specifications (front end and special provisions)
  - 50% Cost estimate
12. Meet with City to discuss 50% review comments.
13. Address City comments regarding 50% PS&E package and add additional construction details to constitute the 95% PS&E's. Package shall include:
  - Cover Sheet
  - Demolition plan



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- Street Improvement plan, including geometrics, survey control and utility relocations
  - Cross sections
  - Construction details
  - Striping and Signing Plan
  - Book specifications
  - 95% Cost estimate
14. Provide additional information to affected property owners that may have changed or come to light during the course of design.
15. Address City comments regarding the 95% PS&E package. Package shall include:
- Cover Sheet
  - Demolition plan
  - Street Improvement plan, including geometrics, survey control and utility relocations
  - Cross sections
  - Construction details
  - Striping and Signing Plan
  - Book specifications
  - Final Cost estimate

#### **SERVICES NOT INCLUDED**

The following services and all other services not specifically listed herein are excluded:

1. Title Company reports, services and fees.
2. Geotechnical reports.
3. Street lighting.
4. Structural design of retaining walls.
5. Bidding assistance.
6. Construction phase services.
7. Utility potholing.

#### **CLIENT TO PROVIDE**

Client shall provide the following items to Penfield & Smith;

- All record drawings relevant the project area.
- City-owned utility information.



### PROPOSED FEE AND METHOD OF PAYMENT

Our proposed services will be performed on a time and materials, not to exceed basis and shall be billed monthly at the rates then in effect. Charges for "time" include professional, technical and clerical support services provided by Penfield & Smith. "Materials" include all reimbursable expenses, such as photocopies, postage, shipping/delivery, mileage, plots, prints, maps/documents and outside consultant fees.

Based on our understanding of your requirements and our experience with similar projects, we estimate that the fee required for our services will be as follows:

Meetings-	\$2,400
Topographic, Boundary and Utility Basemap -	\$9,000
Design (Concept – Final Bid Package) -	\$25,200
Reimbursables	\$400

**TOTAL = \$37,000**

Our charges will not exceed the above fee estimate without your prior authorization. We have estimated the cost of our services based on our understanding at this time of the scope and complexity of the work. During the performance of our services, the need for additional or expanded services may be determined. We will make every reasonable effort to keep you informed of our progress and costs incurred.

### TIME OF PERFORMANCE

Based on our current workload, we estimate that the design will follow the following schedule:

Kickoff Meeting –	April 16, 2012 (assumed)
Utility Research, Survey and Basemap Preparation –	2.5 weeks
Preliminary Design –	1 week
Concept Review with City –	May 4, 2012
Community Meeting #1 –	Week of May 14, 2012
50% PS&E – 3 weeks –	June 1, 2012 submittal
50% Review Meeting –	June 8, 2012
95% PS&E – 3 weeks-	June 29, 2012 submittal
Community Meeting #2 –	Week of June 18, 2012
95% Review Meeting –	July 6, 2012
100 PS&E Submittal –	July 20, 2012

### AUTHORIZATION

Should you require additional information or wish to discuss this proposal further, please give me a call. My direct line is (805) 963-9538, extension 157. If the proposal is satisfactory, please sign and initial the enclosed two copies of the Agreement Between Client and Consultant,



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returning both of them to us. We will then execute the Agreements and return one (1) original to you. Our current fee schedule is attached.

Thank you for considering Penfield & Smith for this project.

Very truly yours,

PENFIELD & SMITH



Derek Rapp, T.E. 2026  
Transportation Department Manager



David Rundle, RCE 48540  
Vice President / Quality Control Manager

Enclosures

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