

Consent Agenda

Agenda Item #	3A
Meeting Date	July 28, 2014
Prepared By	Daryl Braithwaite Public Works Director
Approved By	Brian Kenner City Manager

Discussion Item	Single Reading Ordinance Authorizing Additional Design and Engineering Work for the Flower Avenue Green Street Project
Background	<p>Department staff provided a briefing at the July 14, 2014 Council Meeting on the current status of the Flower Avenue Green Street Project. The briefing included an overview of the project elements and an update on estimated costs, funding and timeline. As was mentioned at that meeting, the design firm, Rummel, Klepper and Kahl (RKK), has identified additional projected costs to cover the work needed to bring the project to final design. The additional costs relate to more meetings than originally assumed with stakeholders, Ride On, WAU, WSSC and the community; additional evaluation, drawing preparation and signage and road marking required for requested traffic calming and curb adjustments and to reduce easement needs; more website work than anticipated; more comprehensive street lighting analysis and design; additional tree impact assessment reports; the expanded scope of work for stormwater management from 4 to 14 facilities; and additional coordination with utilities. The itemized additional service proposal is attached.</p> <p>The project timeline previously anticipated completion of design by the end of 2014. Based on the additional scope of work outlined above, the WSSC water main development, and the required multiple design reviews by the SHA TAP review team and their requirement that all permits must be in hand prior to bidding, we now anticipate design to be concluded in the summer of 2015. The bidding process is expected to require six months. The actual start of construction is likely to be early to mid 2016.</p>
Policy	<p><u>City Code Section 7.04.060</u></p> <p>“The City Council shall, by ordinance duly enacted, approve all expenditures of \$5,000.00 or more for professional services and all expenditures of \$10,000.00 or more for any other single purchase of goods or services other than professional services, provided, however, that ordinances approving such expenditures may be enacted upon a single reading...if such expenditure is specifically authorized in the budget...”</p>
Fiscal Impact	The original design contract for this project through Rummel, Klepper and Kahl was \$275,755. Additional cost required to finalize design is estimated to be \$176,794.
Attachments	Additional Services Proposal From Rummel, Klepper and Kahl, June 23, 2014. Single Reading Ordinance
Recommendation	Approve Ordinance authorizing additional funding.

Introduced by:

Single Reading:

CITY OF TAKOMA PARK, MARYLAND

**ORDINANCE NO. 2014 -
AUTHORIZING ADDITIONAL DESIGN AND ENGINEERING WORK FOR THE
FLOWER AVENUE GREEN STREET PROJECT**

WHEREAS, the City Council approved Ordinance 2012-26 on May 21, 2012, authorizing a contract with Rummel, Klepper and Kahl, (RKK) in the amount of \$275,755 for development of the Flower Avenue Green Street Project; and

WHEREAS, since that time, City staff and the design team have been working diligently to develop the project, identify funding, and inform the public about the project; and

WHEREAS, as the project has been developed additional elements have been added and costs incurred that were not originally envisioned; and

WHEREAS, RKK has notified the City that additional funding in the amount of \$176,794 is estimated to be needed to complete the final design; and

WHEREAS, funding for the design portion of the project comes from the Maryland State Highway Administration through a road transfer and funding agreement that provides the City the sum of \$696,000 for the design and construction of improvements to Flower Avenue.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND, THAT:

SECTION 1. The City Manager or his designee is authorized to revise the original contract agreement with Rummel, Klepper and Kahl.

SECTION 2. This additional contract amount is One Hundred Seventy-Six Thousand Seven Hundred and Ninety-Four Dollars (\$176,794).

SECTION 3. This Ordinance shall become effective upon adoption.

Adopted this ____ day of July, 2014.

AYE:

NAY:

ABSTAIN:

ABSENT:

May 7, 2014 (**Revised June 23, 2014**)

Ms. Daryl Braithwaite
Department of Public Works
City of Takoma Park
31 Oswego Avenue
Takoma Park, MD 20910

Contract: **Flower Avenue Green Street Design**

Subject: **Additional Engineering Services Fee Proposal, No. 2**

Dear Ms. Braithwaite,

We are submitting our proposal to perform additional services that are needed to complete the contract documents for the Flower Avenue Green Street project. As initially identified in our email of 9/06/13 and follow-up conference call of 9/09/13, we have completed a portion of the additional tasks as needed to progress the concept design to the current layout (3rd revision posted to the project website on 9/5/2013). The additional tasks completed to date have included meetings, studies, concept plan revisions, ROW sketch plans, tree removal recommendations, lighting concept resubmission and utility coordination. As we move forward into final design, and as discussed during our 06/04/14 meeting and follow-up email on 06/11/14, additional tasks have been identified that are necessary to complete the stormwater management, lighting, retaining wall and signing and pavement marking design.

The complete list of additional services includes the following:

1. **Meetings & Studies**
2. **Revisions to Concept (30% Plan)**
3. **Website Updates**
4. **Right of Way Sketch Plans**
5. **Tree Recommendations**
6. **2nd Lighting Concept Submission**
7. **Additional Stormwater Management (SWM) Design**
8. **Revised Geotechnical Program**
9. **Retaining Walls, Signing & Pavement Marking Design**
10. **Additional Utility Coordination, Test Holes**
11. **Supplemental Survey (Excluded)**

The scope of services for each of these tasks is presented on the following pages. Hour and fee derivations are attached; *italicized* items represent work completed to-date.

1. Meetings & Studies

RK&K attended four (4) additional meetings as follows:

- *12/11/12 Meeting with Agency Stakeholders:* RK&K (3 staff persons) attended this meeting to introduce the project to the agency stakeholders. A concept design plan was presented and meeting minutes were prepared and distributed to all attendees on 12/20/12.
- *02/20/13 Meeting with Montgomery County Ride-On:* RK&K (3 staff persons) attended this meeting with the City and Ride-On representatives. Prior to the meeting, RK&K reviewed ridership data provided by Ride-On and prepared an agenda with recommendations for eliminating / consolidating existing bus stop locations. Ride-On provided comments on recommended locations. Meeting minutes were prepared and distributed to all attendees on 02/26/13.
- *04/23/13 Meeting with WAU:* RK&K (2 staff persons) attended this meeting with the City, WAU and their design engineer to discuss the proposed layout for their new soccer field.
- *06/28/13 Meeting with WAU:* RK&K (1 staff person) attended this meeting with the City, WAU and their design engineer to discuss updates from the previous meeting, including: bumpouts, WAU bus accessibility, status of athletic field redesign and timeline.
- *11/21/13 Meeting #1 with WSSC:* RK&K (2 staff persons) attended this meeting with the City and WSSC to discuss replacement of the water main along Flower Avenue and potential impacts to WSSC facilities associated with the Green Street project. RK&K prepared a meeting agenda. Meeting minutes were drafted by WSSC (Hala Flores) and RK&K reviewed and provided suggested edits (approved by WSSC on 12/09/13). Subsequent to the meeting, the concept design plan, including SWM concept and pavement recommendations were submitted to WSSC for review.
- *04/16/14 Meeting #2 with WSSC:* RK&K (3 staff persons) attended this meeting with the City and WSSC to discuss the 30% design comments, scoping of the water main replacement design and associated cost sharing. RK&K prepared a meeting agenda and minutes.

3rd Public Meeting (TBD): As discussed with the City, a third public meeting is anticipated upon completion of discussions with individual owners regarding easements / right of way. The meeting will present the current roadway layout, including locations for ESD practices and ornamental lighting. WSSC will also attend this meeting and discuss the water main replacement work.

RK&K performed the following additional studies, which were not anticipated under our current scope:

Sight Distance Study: Safety concerns were raised by the public at the 01-17-13 community meeting regarding poor intersection sight lines at several Flower Avenue side streets (Wabash, Hudson, Kennebec, & Maplewood). Excessive speeds and failure of motorists to yield to pedestrians at marked crosswalks through the Flower Avenue project corridor was also mentioned as a concern. The community asked if additional 4-way stop signs could be added along the corridor. The City asked RK&K to evaluate. We reviewed traffic data and confirmed that traffic

volumes do not meet all-way stop warrants for any of the intersections. However, 4-way stop signs can be added where intersection sight distance is deficient. RK&K performed a site visit to evaluate the (existing) sight lines. We also performed a sight line evaluation at each intersection under proposed conditions. The results of the analysis suggested that 4-way stop signs could be added at Domer, Wabash and Kennebec, due to insufficient sight lines from the side streets.

AUTOTURN Study: RK&K reviewed Ride-On (Routes 12, 13 & 25) and Montgomery County Public School bus routes along Flower Avenue / adjacent side streets. An AUTOTURN analysis was conducted at all the intersections and curb bumpouts / radii were modified as necessary to accommodate the appropriate design vehicle. As indicated in an email to the City on 08-30-13, the design vehicle is a single unit (SU) for all intersections that do not have buses making turns to / from the side streets along Flower Avenue.

Cross-Slope Transition Study: The original proposal did not anticipate roadway centerline / crown shifts that would eliminate street parking to avoid ROW impacts. The crown shifts and the proposed bump outs along the corridor will require detailed evaluation of pavement cross-slope transitions and curb flow line elevations to ensure that existing drainage patterns are maintained along the corridor. “Superelevation tables” with pavement cross-slope information / transitions and intersection stakeout details (10 locations) will be prepared as required. We have included time to develop and refine the cross-slope tables and intersection details at 60% and 90% design.

2. **Revisions to Concept (30% Plan)**

To-date, RK&K made revisions to the design layout a total of five (5) times. Our current proposal included one update based on comments received from the community after the 1st public meeting. Updates are summarized as follows:

- *Revision No. 1 (April 12, 2013): Revised design to address comments received from 01-17-13 public meeting (effort is included in our current scope and is excluded from this fee proposal).*
- *Revision No. 2 (September 6, 2013): Revised design to address comments received from 04-23-13 public meeting and to incorporate changes identified in the SWM concept layout (2nd submission).*
- *Revision No. 3 (January 16, 2014): Revised design to address 01-08-14 property owner comments regarding easements.*
- *Revision No. 4 (March 7, 2014): Revised roadway / SWM layout based on 02-10-14 comments received from WSSC on 30% roadway design.*
- *Revision No. 5 (April 14, 2014): Revised design to address 02-06-14 property owner comments regarding easements.*

3. **Website Updates**

We are currently scoped to make no more than four (4) updates to the project website and have exceeded this effort. We provided a total of eight (8) postings / updates to the website from January 2013 through September 2013 to include: concept plan revisions; typical sections; comment responses from public meetings; blog comment responses; calendar updates; and “About the Project” updates. We have included the additional hours required to complete these postings to-date.

We have also included additional hours to provide website updates / postings from 60% design documents through final design documents.

4. Right of Way Sketch Plans

As requested by the City, we prepared right of way (ROW) sketch plans showing proposed easement areas required from property owners for the City to construct sidewalk and driveways for the project. RK&K prepared a total of eighteen (18) sketch plans and a summary spreadsheet and submitted to the City on September 12, 2013. Since the 09-12-13 submission of sidewalk easement docs, RK&K has received comments and made revisions as follows:

- Received several responses from property owners requesting revisions to the layout on January 8, 2014. *RK&K prepared revisions to easement sketch plans and summary spreadsheet on January 16, 2014.*
- City confirmed on February 6, 2014 that owners at 8211, 8213, 8215 and 8219 Flower Ave refused to sign the sidewalk easement. The City asked RK&K to evaluate shifting the centerline west (and eliminate street parking on the west side) to avoid impacts to these properties. *RK&K prepared updated easement sketch plans and summary spreadsheet on April 14, 2014.*

We have also included additional hours to prepare future updates to the ROW sketch plans, as requested by the City.

5. Tree Care / Removal Recommendations

RK&K conducted site visits and submitted the existing tree condition survey (east side of Flower Avenue) to the City on October 9, 2012. This included plans with tree numbers / condition labels and summary spreadsheet with detailed descriptions / notes. (This effort is included in our current scope) and is excluded from this fee proposal).

As requested by the City, RK&K prepared tree care / removal recommendations based on the concept roadway layout that was presented to the community in January 2013. Tree removal plans and a revised summary spreadsheet with care / removal recommendations were submitted to the City on December 5, 2012.

We have also included hours to revise the tree care / removal recommendations one more time after ROW discussions are complete and the roadway concept layout has been approved by the City to proceed to semi-final (65%) design.

6. 2nd Lighting Concept Submission

RK&K submitted an initial lighting concept on December 19, 2012 to evaluate the existing light level criteria from PEPCO (HPS) luminaires on the west side of Flower Avenue. The concept included photometric analysis, memorandum and concept plans with recommended modifications to the existing luminaires by increasing wattages. (This effort is included in our current scope and is excluded from this fee proposal).

RK&K prepared a 2nd lighting concept on October 28, 2013 to evaluate the areas along the roadway (travel lanes, parking lane and sidewalk) that do not satisfy the recommended criteria. This included a re-evaluation of the PEPCO leased lighting on existing utility poles (west side of Flower Avenue) to incorporate the new LED luminaires that were recently released by PEPCO. Note: The City confirmed via conference call on October 4, 2013 that they want to use the new LED's offered by PEPCO in lieu of the old HPS luminaires for the leased lighting. RK&K obtained catalog cuts and reviewed the IES files for the LED luminaires (GE Evolve). The design also incorporates the ornamental (Munich) LED fixtures along the east side of Flower Avenue. The concept included new photometric analysis, memorandum and concept plans with recommendations for a cost-effective design.

7. SWM Design

RK&K and CWP submitted an initial SWM concept on December 5, 2012 to determine requirements based on the roadway concept design (presented to the public in January 2013). The SWM concept included a memorandum with recommendations and concept plans with 17 potential ESD locations identified. (This effort is included in our current scope and is excluded from this fee proposal).

2nd SWM Concept: RK&K and CWP prepared a 2nd SWM concept on September 25, 2013. The roadway concept was revised based on comments received from the City, Ride-On and at the 2 public meetings (January and April 2013). This required a re-evaluation of SWM requirements for the project. The 2nd SWM concept included a memorandum with recommendations and concept plans with 20 potential ESD locations identified (4 ESD locations were identified in the original proposal as required to meet SWM requirements). Note: *To-date, there are 13-14 locations deemed viable to proceed with further analysis and detailed design.*

Additional ESD Design: As directed by the City on April 16, 2014, RK&K has included additional effort to complete further analysis and design for ten (10) more ESD facilities. We have included sufficient hours to prepare design analysis and computations and to complete the design details for these facilities from 60% through contract documents.

Note: *As discussed at the 06/04/14 meeting, the remaining fee of our subconsultants, CWP and MRA will be used by RK&K towards completion of the design.*

8. Revised Geotechnical Program

Geotechnical: *Our current scope includes four (4) soil borings and four (4) infiltration tests. As directed by the City on April 16, 2014 we have revised our geotechnical program to include 10 additional ESD facilities. Our updated geotechnical scope is attached.*

9. Retaining Wall, Signing and Marking Design

Retaining Wall: The existing retaining wall at 8403 Flower Avenue will require reconstruction further east onto the property to accommodate the proposed 5 foot sidewalk. *As discussed at the 06/04/14 meeting, the City's on-call contractor will reconstruct the wall and steps and remove the northern-most driveway entrance in advance of the Flower Avenue project. As such, the development of retaining wall design plans is excluded from this proposal.* RK&K will provide a sketch plan with coordinates and required set-back for the reconstructed wall. We have included

hours to prepare the sketch plan. We assume the City will provide all required coordination with the homeowner concerning reconstruction of the wall, steps and driveway.

Signing and Pavement Marking Design: The project will require modification of the existing street signing and pavement markings. Consequently, our scope includes preparation of complete signing and pavement marking plans. The effort will begin with a field investigation to inventory all existing signs and pavement markings within the project limits. Two people will be used for safety. RK&K will subsequently develop signing and marking plans at a scale to match the roadway plans to indicate the location of proposed and existing signs and pavement markings. Plans will include details on sign supports as required. Specifications and cost estimate will be developed and submitted with the 90% and 100% plan submissions. *As discussed at the 06/04/14 meeting, the first signing and pavement marking design submission will be at 90% design.*

10. Additional Utility Coordination, Utility Test Holes

Our current fee proposal included a total of four (4) ESD facilities and associated coordination with utilities from 60% design through contract documents. With the additional ten (10) ESD locations, we anticipate more coordination with utility companies, including WSSC and Washington Gas. Also, the change from maintaining HPS leased lighting to a complete upgrade to LED leased lighting will also require additional coordination with PEPCO.

WSSC: The following effort was not included in the fee scope (Additional Services Proposal No. 1) for the water main replacement design:

- *RK&K submitted 30% road design to WSSC on 01/02/14*
- *WSSC provided comments on 02/11/14*
- *RK&K submitted comment responses and revised 30% road design on 03/07/14*
- *WSSC provided comments on 04/01/14*
- *RK&K submitted comment responses on 04/15/14*

Washington Gas: Additional coordination with Washington Gas is anticipated to develop details to protect their facilities (gas main / HC) adjacent to proposed infiltration ESD practices. We have included additional hours to cover this effort.

PEPCO: We anticipate additional coordination with PEPCO due to the large increase in the number of locations where leased lighting will be modified from HPS to LED luminaires. This may also require identification of additional conduit and handhole locations.

Utility Test Holes: If necessary, we will prepare and submit a test pit plan to the City, concurrent with the 60% design submittal package. We have included a contingency of \$4,000 to cover the fee for up to four (4) utility test holes and will submit a detailed proposal after 60% design comments are received.

Note: Test hole costs included in the WSSC fee scope pertain only to the water main replacement / relocation work.

11. Supplemental Survey (Excluded)

The topographic survey (by others) provided by the City did not identify pipe inverts, direction or depth of structures for the 2 inlets north of Wabash Avenue. We will require this information to modify the storm drain structures, since the curb line is being adjusted in this location.



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The City confirmed on May 6, 2014 that the GIS database includes the storm drain system and was field-verified. The City will provide actual measurements for pipe inverts, direction and depth of structure to RK&K for development of detailed design. Therefore, supplemental field survey is excluded from this fee proposal.

Fee

Our estimated fee for this additional services proposal is \$176,793.67.

In summary, the total task fee would be adjusted as follows:

- ❖ Original Fee: \$275,754.83
- ❖ Additional Services Proposal No. 1: \$263,215.13 (WSSC Water Main Replacement, rev. 06/14)
- ❖ **Additional Services Proposal No. 2: \$176,793.67**
- ❖ **Total Task Fee: \$715,763.63**

Our revised hour and fee derivation is attached for your review.

We look forward to continue working with the City to advance the project towards final engineering documents. If you have any questions regarding our proposal, please do not hesitate to contact Robert Gillespie at (800) 787-2755 or me at (410) 462-9247.

Sincerely,
Rummel, Klepper & Kahl, LLP

Richard J. Adams, Jr., P.E.
Director, Transportation

Enclosure

RJA/rja

cc: DWW/112-140

RJA

RJG