



## MEMORANDUM

**TO:** CITY COUNCIL

**FROM:** TERESA MCCLISH, COMMUNITY DEVELOPMENT DIRECTOR

**BY:** JILL MCPEEK, CAPITAL IMPROVEMENT PROJECT MANAGER

**SUBJECT:** CONSIDERATION TO APPROVE CONSTRUCTION PLANS & SPECIFICATIONS, AUTHORIZE THE SOLICITATION OF BIDS, AND APPROVE AN EIGHTH AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES WITH QUINCY ENGINEERING, INC. FOR THE BRIDGE STREET BRIDGE REHABILITATION PROJECT, PW 2020-01

**DATE:** OCTOBER 8, 2019

### **SUMMARY OF ACTION:**

Approve construction plans and specifications and authorize the solicitation of bids for the rehabilitation of the Bridge Street Bridge, and amend an existing Agreement with Quincy Engineering for design support services during the construction phase of the project.

### **IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:**

The City has been successful in securing 100% funding in the amount of \$8,787,960 through the Federal Highway Bridge Program (HBP) for the design, inspection, testing, permitting, and construction of the subject project. The funding includes \$875,060 for engineering services during the construction phase of the project. It is proposed that \$146,000 be used for construction design support with a balance of \$729,060 to be used for City staff time and consultant construction management and inspection services. Staff time will be necessary to coordinate construction activities with the contractor and construction management consultants.

### **RECOMMENDATION:**

It is recommended the City Council:

1. Approve the construction plans & specifications for the Bridge Street Bridge Rehabilitation Project, PW 2020-01;
2. Authorize the City Clerk to advertise for construction bids;
3. Approve and authorize the Mayor to execute an Eighth Amendment to the Agreement for Consultant Services ("Eighth Amendment") with Quincy Engineering, Inc. for design support services during construction of the subject project.

**CITY COUNCIL**

**CONSIDERATION TO APPROVE CONSTRUCTION PLANS & SPECIFICATIONS,  
AUTHORIZE THE SOLICITATION OF BIDS, AND APPROVE AN EIGHTH  
AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES WITH QUINCY  
ENGINEERING, INC. FOR THE BRIDGE STREET BRIDGE REHABILITATION  
PROJECT, PW 2020-01**

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**BACKGROUND:**

**Construction Plans and Specifications**

Due to various deficiencies, the Bridge Street bridge is restricted to a 3-ton maximum load limit. In July 2010, the City applied for and was approved to receive 100% Federal funding to address the deficiencies. In May 2012, after a competitive procurement process, the City retained Quincy Engineering, Inc. to begin preliminary design and public outreach. The City and its consultant team worked with the community to understand their needs and to evaluate both replacement and rehabilitation alternatives. In January 2017, the replacement alternative was eliminated due to a Finding of No Adverse Effect for the rehabilitation alternative. In September 2017, the City Council adopted a Mitigated Negative Declaration (MND) for the rehabilitation alternative providing the necessary environmental clearance to proceed with the final design.

**Amendment to Quincy Engineering Agreement**

On May 22, 2012, the Council approved an Agreement with Quincy Engineering, Inc. for design phase services for the Bridge Street Bridge project. Subsequently, seven amendments to the Agreement for Consultant Services have been executed consisting of items such as reallocation of budgeted tasks within the overall contract, extension of the contract end date, and additional services to perform utility relocation design.

**ANALYSIS OF ISSUES:**

**Construction Plans and Specifications**

City staff and its consultant team, in conjunction with the project stakeholders group and Council direction, have developed construction documents for the rehabilitation of the Bridge Street bridge. The project consists of rehabilitating the existing historic trusses, removing the existing supplemental truss below the deck and replacing it with a stronger supplemental truss, and replacing the existing abutments and center pier. The project will result in a bridge that provides present day standards for weight limits and seismic loading and protection for the historic truss from vehicle impact all while maintaining the feel of the downtown City core. The project will also provide a temporary steel truss bridge to the west of the Bridge Street bridge for non-motorized access over Arroyo Grande creek and to provide for a temporary sewer pipe during construction.

The proposed contract time is 140 working days. If successful bids are received and a construction contract awarded, work is expected to be performed during June through December 2020. Plans and specifications are available for review at the Public Works Department.

**CITY COUNCIL**

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**OCTOBER 8, 2019**

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**Amendment to Quincy Engineering Agreement**

Consultant construction management and inspection services are proposed for the project. However, the design team of Quincy Engineering, Inc. is needed to support the City and its construction management team by providing technical design support, submittal and shop drawing review, and record drawings. The proposed eighth amendment will be funded from grant funding that is programmed for engineering services during the construction phase of the project.

**ALTERNATIVES:**

The following alternatives are provided for the Council's consideration:

1. Approve staff's recommendations;
2. Do not approve staff's recommendations and request further information;
3. Modify staff's recommendation and approve; or
4. Provide direction to staff.

**ADVANTAGES:**

Rehabilitation of the Bridge Street bridge will bring it up to standard loading conditions and will remove the 3-ton maximum load limit and will allow fire and delivery trucks to utilize Bridge Street as a route. Approval of the Eighth Amendment will allow for design support services during the construction phase of the project. The project implements the Council goal to support City infrastructure.

**DISADVANTAGES:**

Some traffic related disruption within the Village will occur during construction activities. Project inspectors will be at the site during all phases of the operations to make adjustments for isolated instances (driveway access, etc.).

**ENVIRONMENTAL REVIEW:**

Caltrans, as lead agency, has determined that the project is categorically excluded from the requirements to prepare and Environmental Assessment (EA) or Environmental Impact Statement (EIS) under the National Environmental Policy Act (NEPA) pursuant to 23 CFR 771.117(d): activity (d)(13) covering bridge rehabilitation that avoids an adverse effect to historic properties under the National Historic Preservation Act.

The City, as lead agency, has adopted Mitigated Negative Declaration (MND) prepared in accordance with the California Environmental Quality Act (CEQA), Public Resources Code §21000 et seq., and the State CEQA Guidelines, California Code of Regulations (CCR) §15000 et seq.

**CITY COUNCIL**

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**PUBLIC NOTIFICATION AND COMMENTS:**

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

## CONSULTANT SERVICES AGREEMENT

### AMENDMENT NO. 8

This Eighth Amendment ("Eighth Amendment") to Consultant Services Agreement ("CSA") by and between the **CITY OF ARROYO GRANDE** ("City") and **QUINCY ENGINEERING, INC.** ("Consultant") is made and entered into this 8<sup>th</sup> day of October 2019.

**WHEREAS**, the parties entered into a CSA dated May 22, 2012, for preliminary engineering work on the Bridge Street Bridge Improvement project; and

**WHEREAS**, the First Amendment to the CSA was approved on May 27, 2014, which included an increase in scope and fee to perform additional analysis and more detailed costs estimates as requested by Caltrans to determine funding eligibility of the rehabilitation alternative; and

**WHEREAS**, the Second Amendment to the CSA was approved on January 27, 2015, which included an increase in scope and fee to carry two design alternatives through the environmental process of Phase I, and to complete Phase II - Final Design Plans, Specifications and Estimates (PS&E) and Permitting, and extended the contract Agreement term; and

**WHEREAS**, the Third Amendment to the CSA was approved on July 18, 2016, which included a no cost change for extra work required to complete the project by a reallocation within the existing budget; and

**WHEREAS**, the Fourth Amendment to the CSA was approved on March 16, 2017, which included a no cost change for extra work required to complete the project by a reallocation within the existing budget; and

**WHEREAS**, the Fifth Amendment to the CSA was approved on July 27, 2017, which included an increase in scope and fee to perform prepare an alternatives evaluation and preliminary cost estimates for the permanent waterline relocation and temporary/permanent relocation of the existing sanitary sewer crossing Arroyo Grande Creek for grant programming purposes; and

**WHEREAS**, the Sixth Amendment to the CSA was approved on March 13, 2018, which allowed for the design of both temporary and permanent utility relocations required as part of the project, and extended the contract Agreement term; and

**WHEREAS**, the Seventh Amendment to the CSA was approved on August 13, 2019, which extended the contract Agreement term and included a no cost change for extra work required to complete construction documents by a reallocation within the existing budget.

**WHEREAS**, the parties desire to further modify the CSA as set forth herein.

**NOW THEREFORE**, for valuable consideration the receipt and sufficiency of which is acknowledged, the parties agree as follows:

1. To include the additional services at the increased cost as specified in Exhibit "A" attached hereto and incorporated herein by this reference.
2. Except as modified herein, all other terms and conditions set forth in the CSA, as amended, shall remain unchanged.

**IN WITNESS WHEREOF, CITY and CONSULTANT** have executed this Eighth Amendment the day and year first above written.

**QUINCY ENGINEERING, INC.**

**By:** \_\_\_\_\_  
John Quincy, Principal

**By:** \_\_\_\_\_  
Caren Ray Russom, Mayor

**Attest:**

\_\_\_\_\_  
Kelly Wetmore, City Clerk

Jill McPeek  
Capital Improvement Project Manager  
City of Arroyo Grande  
Department of Community Development  
300 East Branch Street  
Arroyo Grande, CA 93420

September 26, 2019

**Re: Bridge Street Bridge Rehabilitation Project in Arroyo Grande  
Amendment 8 - Design Support Services**

Dear Ms. McPeek,

The Quincy Team will support the City and the City Construction Management (CM) Team during the rehabilitation of the Bridge Street Bridge. It is our understand that the CM team will be providing full construction management services and that Quincy will be supplementing them with technical design support and structural shop plan review.

Estimating the necessary level of construction design support is difficult because effort is largely dependent on field conditions and the contractor/CM team expertise. The following tasks outline our approach and assumptions for providing construction support services. Quincy has estimated hours based on averages from past similar projects. Steel trusses bridges often require a larger construction support effort due to the higher number of steel shop drawings and construction submittals that must be reviewed for this bridge type.

**Task 25- Project Management**

Quincy will provide Project Management tasks which include coordination with the City, CM Team, Invoicing and schedule review. Quincy will be involved in the following project management tasks:

- Participation in ten phone conferences by the Project Manager and Bridge Project Engineer (1 hr per meeting assumed)
- Review and Input on contractor Critical Path Schedule
- Monthly Invoices, Progress Reports

The Quincy Team has assumed 51 hours for this task.

**Task 26- Meetings**

The City has requested that Quincy attend the following meetings in the City of Arroyo Grande

- Combined City Council and Public Meeting
- Contractor Pre-Bid Meeting
- Contractor Pre-Construction Meeting

Quincy has assumed that the Project Manager will attend all three meetings and that the bridge Project Engineer will attend two of the three meetings.



### **Task 27- Bid Support**

Bid support will consist of responding to contractor RFIs, and preparing a pre-bid addendum. It is our understanding the City will have the CM Team perform a constructability review and that Quincy will incorporate comments into the PS&E package and prepare an addendum. Quincy has assumed that there will be 6 RFIs (4 hours effort assumed for each RFI), and that any CM comments and contractor RFIs (that result in a need for an Addendum) can be combined into one prior to bid opening. Should an addendum be required due to an oversight by the Quincy Team, those efforts would not be billed to the City

### **Task 28- Construction Support**

Quincy staff will evaluate and respond to construction related Requests for Information posed by the Contractor. This includes providing support through answering phone calls, formal RFI submittals, providing detailed interpretation of questions and providing support for modifications that will need to be implemented and identified on the redline as-builts. Quincy has assumed 3 RFIs per month for a total of 7 months and an effort of 4 hours per RFI.

Quincy staff will support the City and CM team with analyzing construction issues that may result in a Contract Change Order. As required, Quincy will support the CM team in preparing and negotiating Contract Change Orders for authorization by the City as agreed to by the Contractor. Quincy has assumed involvement with 4 CCOs and that the level of effort would be 8 hours per CCO. Should a CCO be required because of an oversight by the Quincy Team, those efforts would not be billed to the City

### **Task 29- Submittals and Shop Drawing Review**

As the Engineer or Record for this bridge, this task involves the review of the Contractor's shop drawings and submittals and either making recommendations to the CM Team for authorization or rejection of the plans, or stamping the plans authorized or rejected.

The largest construction support effort will be review of the steel truss shop plans. In the process of completing these reviews, coordination will be required with the subcontractors who provided the shop plans. Note there may be more than one review iteration on some of these submittals. Due to the skew and complexity of the truss, Quincy assumes there will be up to 80 steel shop plan sheets and that review will require 2 hours per sheet. There will then be senior engineer oversight and submittal coordination over this amount.

For the Bridge removal and erection plan reviews, it could involve modeling and analysis s of the existing bridge to verify that the loads imposed by the contractor during operations and jacking operations do not exceed the capacities. Quincy has assumed review of the following Contractor developed submittals:

- Bridge Removal Plan
- Temporary Bridge Submittal
- Pile Installation Plan
- Steel Shop Drawings
- Painting Submittal





- Crane Erection Plan
- City sewer and water utility submittal
- Bridge Vehicle Rail Shop Drawings

### **Task 30- Field Visits**

Quincy staff will perform up to two (2) periodic site visits to answer questions and resolve issues as requested by the City. Quincy could provide input on questions in the field or possible special observation or coordination during some of the work items. These observations may coincide with the following operations:

- CIDH Pile Installation
- Erection of the new or historic truss

Quincy's personnel during these field visits will monitor the Contractor's performance from the perspective of quality, cost, and schedule. Following each field visit a summary report and diary of Contractor's construction activities will be completed and transmitted to the City for review and filing.

### **Task 31- Record Drawings/As-Builts**

Quincy will prepare "As-Built" record drawings following completion of construction of the project based upon marked-up hard copy or .PDF plans furnished by the City CM team showing any changes made during construction. The information will be transferred into the project CADD files. Quincy will develop a pdf for submittal to Caltrans for input into the BIRIS system.

Please give me a call to discuss any questions or comments you may have on this proposed amendment. We can adjust meetings or assumed level of efforts. I can be reached at (916) 368-9181.

Sincerely,

**Quincy Engineering, Inc.**

A handwritten signature in blue ink, appearing to read "Mark L. Reno".

**Mark L. Reno, P.E.  
Project Manager**

Cc: File

# Cost Proposal

## Bridge Street Bridge - Construction Design Services

### Construction Design Support Services

Date: 9/26/2019

**Quincy Engineering, Inc.**

Direct Labor:	\$45,824.60
Estimated Salary Increases for Multi-Year Project	\$228.43
Subtotal	\$46,053.03
Overhead (1.731):	\$79,717.79

A. Labor Subtotal \$125,770.82

**Subconsultant Costs:**

Fugro	\$5,000.00
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00

B. Subconsultant Subtotal \$5,000.00

**Other Direct Costs:**

Travel (@ active IRS mileage rate)	2690 miles @	\$0.580	\$1,560.20
Pier Diem/ Hotel	7 days @	\$150.00	\$1,050.00
Delivery	2 @	\$20.95	\$41.89
Vendor Reproduction			
Vellum	@	\$0.00	\$0.00
8 1/2 X 11 Reproduction	@	\$0.00	\$0.00
11 X 17 Reproduction	@	\$0.00	\$0.00
Mounting Boards for Presentations	@	\$0.00	\$0.00
Newsletters (Translation and printing)	@	\$0.00	\$0.00

*Subtotal Vendor Reproduction* \$0.00

Title Report \$0.00

Miscellaneous \$0.00

C. Other Direct Cost Subtotal: \$2,652.09

Labor Subtotal A. = \$125,770.82

Fixed Fee (10.0%): \$12,577.08

Subconsultant Subtotal B. = \$5,000.00

Fixed Fee (0.0%): \$0.00

Other Direct Cost Subtotal: C. = \$2,652.09

Fixed Fee (0.0%): \$0.00

TOTAL = **\$146,000.00**

Note: Invoices will be based upon actual QEI hourly rates plus overhead at 173.1% plus prorated portion of fixed fee. Subconsultant and Direct Costs will be billed at actual cost. The overhead rate (ICR) shall remain fixed for the contract duration or until both parties agree to modify the rate in writing.

## Cost Proposal

Project Number: JP      Project Name: Bridge Street Bridge - Construction Design Services																																											
TASKS	Principal Eng.	Principal Eng.	Senior Eng.	Senior Eng.	Senior Eng.	Assist Eng. I	Assoc Eng.	Admin Asst	Assist Eng. I	Assist Eng. I	CAD Tech	CAD Manager	Intern	Admin Asst	Principal Eng.	Assoc Eng.	Quincy Total Hours	Quincy Total Labor Dollars	Quincy Labor	Quincy Profit	Quincy NLF Budget	Fugro	Subconsultant Subtotal																				
	BL	MR	GY	GM	RS	BH	JCr	AH	Aha	KW	PK	BM	IK	PJ	LScr	MI		Direct Labor	Labor+OH Multiplier	Fee Multiplier	Actual Labor Multiplier																						
No.	Initial Hourly Rate																																										
<b>Construction Design Support Services</b>																																							2.731	10%	3.004		
<b>25</b>	<b>Project Management</b>																	0	\$0	\$0	\$0.00	\$0		\$0																			
	Phone Conferences (10)		10	10	5													25	\$2,061	\$5,629	\$562.86	\$6,191		\$0																			
	Invoicing/Progress Reports		16															16	\$1,477	\$4,033	\$403.31	\$4,436		\$0																			
	Contractor Schedule Review		2	6	2													10	\$793	\$2,165	\$216.46	\$2,381		\$0																			
<b>26</b>	<b>Meetings</b>																	0	\$0	\$0	\$0.00	\$0		\$0																			
	Bid Meeting (1), Pre-Con Meeting (1)		36	12														48	\$4,240	\$11,578	\$1,157.83	\$12,736		\$0																			
<b>27</b>	<b>Bid Support</b>																	0	\$0	\$0	\$0.00	\$0		\$0																			
	(assume 6 RFI's at 4 hours per RFI)		6	8	4	2									2	4		26	\$1,960	\$5,353	\$535.28	\$5,888		\$0																			
	Pre Bid Addendum (incorporate constructability review comments)		6	16	4	8				24								58	\$3,486	\$9,520	\$951.97	\$10,472		\$0																			
<b>28</b>	<b>Construction Support</b>																	0	\$0	\$0	\$0.00	\$0	\$5,000	\$5,000																			
	RFI (Assume 3 per month for 7 months at 4 hours per response)		8	32	8	24									4	8		84	\$6,319	\$17,258	\$1,725.77	\$18,984		\$0																			
	CCO Review (Assume 4 CCOs at 8 hours per review)		4	16	4	8												32	\$2,509	\$6,853	\$685.26	\$7,538		\$0																			
<b>29</b>	<b>Submittals</b>																	0	\$0	\$0	\$0.00	\$0		\$0																			
	Pile Install		2	8														10	\$796	\$2,173	\$217.33	\$2,391		\$0																			
	Painting Submittal		4			8												12	\$988	\$2,697	\$269.71	\$2,967		\$0																			
	Steel Shop Drawings		4	24		40				160								228	\$10,575	\$28,880	\$2,887.98	\$31,768		\$0																			
	Bridge Removal		1	4		4												9	\$707	\$1,931	\$193.11	\$2,124		\$0																			
	Vehicle Rail Shop Plans		1	4						12								17	\$794	\$2,168	\$216.81	\$2,385		\$0																			
	Temporary Bridge		1	4						8								13	\$662	\$1,808	\$180.76	\$1,988		\$0																			
	City Utilities			4											8	32		44	\$2,426	\$6,624	\$662.43	\$7,287		\$0																			
	Crane Erection Plan		1	4		4												9	\$707	\$1,931	\$193.11	\$2,124		\$0																			
<b>30</b>	<b>Field Visits</b>																	0	\$0	\$0	\$0.00	\$0		\$0																			
	Special Inspection (2)		10	20														30	\$2,451	\$6,694	\$669.37	\$7,363		\$0																			
<b>31</b>	<b>Record Drawings/As-Builts</b>																	0	\$0	\$0	\$0.00	\$0		\$0																			
	Development of Record Drawings			8	4					8	32							52	\$2,284	\$6,238	\$623.76	\$6,861		\$0																			
	Coordination with Caltrans and transmittal of electronic files		4	2							2							8	\$592	\$1,616	\$161.57	\$1,777		\$0																			
																			\$0					\$0																			
	<b>Subtotal- Hours</b>	0	116	182	31	98	0	0	0	204	8	34	0	0	0	14	44	731	\$45,824.60	\$125,146.98	\$12,514.70	\$137,661.68		0																			
	<b>Estimated Salary Increases for Multi-Year Project</b>																		\$228.43	\$623.84	\$62.38	\$686.23																					
	<b>Other Direct Costs</b>																							0																			
	<b>Total Cost</b>	\$0	\$10,707	\$13,905	\$2,319	\$7,575	\$0	\$0	\$0	\$6,732	\$260	\$1,183	\$0	\$0	\$0	\$1,067	\$2,077	\$45,825	\$46,053	\$125,771	\$12,577	\$141,000	\$5,000	\$5,000																			

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