

MEMORANDUM

To: Mayor and City Council

From: Mindy Sanders, Capital Projects Manager

Date: February 22, 2016

Subject: **Approval of a Contract for Design of Peeler Road Bicycle and Pedestrian Improvements**

BACKGROUND

Peeler Road is a collector facility, providing connectivity between the Georgetown area and the east side of town, including Brook Run Park. The goal of this project is to provide sidewalks on the south side of the roadway and incorporate bike lanes into these improvements.

In January 2016 a request for informal written quotes (IWQ 16-03) was issued and six qualified proposals were received and reviewed by City Staff. Based on factors including project understanding, scope, schedule, experience, and cost, Mulkey Engineers and Consultants was identified as the highest ranked firm for this project. A summary of the complete evaluation results is attached to this memo.

FUNDING

Mulkey Engineers and Consultants have provided a cost of \$77,500 to the city. Their proposed fee is reasonable for the proposed scope and comparable to other sidewalk/bike lane design costs. However, this amount exceeds the \$50,000 allocated to this project in the 2016 budget. Staff proposes to use excess funds from other sidewalk projects as they are available and will request additional funding through a future budget amendment for any remaining shortfall.

RECOMMENDED ACTION

Staff respectfully requests that Council: (1) award Purchasing Contract IWQ 16-03 to Mulkey Engineers and Consultants for the proposed amount plus an additional \$8,000 contingency (2) authorize staff to provide notice to proceed for design work up to the amount of available budgeted funds; (3) authorize the City Manager to execute the necessary documents following satisfactory review by legal counsel.

IWQ 16-03
PEELER ROAD BICYCLE AND PEDESTRIAN IMPROVEMENTS

	Total Qualifications	Total Score With Cost	Proposed Cost
Southeastern Engineering Inc.	75	85	\$ 123,500
Michael Baker Jr., Inc.	71	88	\$ 89,610 *
Wolverton & Associates	75	94	\$ 81,750 *
Heath & Lineback	66	77	\$ 122,970
Mulkey Engineers and Consultants	76	96	\$ 77,500
American Engineers, Inc.	74	93	\$ 81,350

* Cost shown does not include design for the required Stream Buffer Variance (\$8,000 - \$12,000 additional)

Average Price	\$ 96,113
Median Price	\$ 85,680

1. BACKGROUND

The City of Dunwoody plans to install sidewalks and bike lanes on the south side of Peeler Road and is currently seeking cost proposals for the design and permitting of this project. The new sidewalk will begin at Equestrian Way and will end approximately 350 feet west of North Peachtree Road where it will tie into another project currently under construction. The existing cross section consists of two travel lanes with wide paved shoulders along a portion of this segment of roadway. There is an existing sidewalk, and curb and gutter on the north side of the road. The south side of the road is currently drained by a roadside ditch.

2. GENERAL SCOPE OF WORK

- 2.1 It shall be the Consultant's responsibility to design, prepare, assemble and coordinate the necessary bid and construction documents to complete the project. The completed project documents must comply with all applicable local, state, and federal environmental laws and regulations.
- 2.2 The design must comply with the latest Americans with Disabilities Act (ADA) requirements
- 2.3 At a minimum, the latest editions and applicable addenda of the following standards shall be utilized for the project:

Georgia Department of Transportation (GDOT) Design Policy Manual
Georgia Department of Transportation (GDOT) Standards, Details, and Specifications
Applicable AASHTO Standards, Manuals, and Design Guides
Manual on Uniform traffic Control Devices (MUTCD)
Georgia Soil and Water Conservation Commission Manual for Erosion and Sediment Control in Georgia
City of Dunwoody Design Requirements for Transportation Infrastructure Projects
City of Dunwoody Code of Ordinances

3. SPECIFIC SCOPE OF SERVICES

- 3.1 The typical section of the proposed sidewalk will consist of curb and gutter, a landscape buffer, and a 5' wide sidewalk. A 4:1 maximum, cut/fill slope is desired but may be steepened to 2:1 outside of grassed lawn areas.
- 3.2 The road is to be widened as necessary to accommodate bike lanes in both directions of travel.
- 3.3 A pedestrian crossing is to be designed at Cherring Road to tie in to the adjacent multi-use trail at this location within Brook Run Park.
- 3.4 The city plans to resurface Peeler Road as part of this project and will require Signing and Marking Plans for the length of the project.
- 3.5 The consultant should provide a proposal to provide a complete set of construction plans and bid documents for this project. The engineering/design items include but are not limited to the following:

- 3.5.1 Review available data including, City GIS.
- 3.5.2 Collect survey data needed to design and permit the project including any downstream survey required for the design of the stormwater management system. The minimum survey and mapping requirements are listed below.
 - Consultant is to use City's GIS information to the extent practicable as the project's topographic and edge of pavement/curb reference
 - Field locate above ground public utilities (excluding irrigation)
 - Route survey to establish R/W along tracts with likelihood that right of way and/or easements will need to be acquired.
 - Utility Coordination - Underground utility location will be based on utility owner markups from consultant utility submittals and from prepared CADD files
 - Trees 12" and greater are to be located with type specified.
 - Locate centerline of "Waters of State" within 150' of project's APE
- 3.5.3 Provide a preliminary set of plans and preliminary cost estimate for City review.
- 3.5.4 Incorporate City comments and submit a final set of construction plans and final cost estimate.
- 3.6 At the onset of the design, the consultant shall lay out the project based on the described typical section and provide concept level project limits. The consultant and the city will walk the project together to identify any conflicts or alterations to the typical section.
- 3.7 The consultant is to create a display of the refined concept. A public meeting is not anticipated for this project. However, as part of the proposal, the consultant shall include an additional cost to prepare for and attend a public meeting.
- 3.8 The design shall be prepared by or under the direct supervision of licensed design professionals. A Professional Engineer licensed to practice engineering in the State of Georgia, shall seal the final plans. Their seal on the drawings shall represent certification that the design meets all applicable codes, is of good engineering practice and standards, and includes no Design Exception or Design Variances.
- 3.9 Plans shall be prepared to the level of detail and shall contain all necessary information required for the project construction and review and/or approval by the City and to satisfy the city's "Transportation Project Plan Review Policies and Procedures". These may include, but are not limited to, the following items:
 - Plan, profile, and cross sections that show the centerline, demolition or resetting of existing features, construction of infrastructure, limits of construction, and existing and/or right-of-way limits. Combined mainline w/ topography, utility plan & signage and marking plans will be accepted in lieu of separate series sheets for Mainline plans, Utility plans, and Signing and Marking plans.
 - General notes
 - Typical Sections
 - Driveway profiles
 - Drainage improvements
 - Signing and marking plans
 - Wall Envelopes less than 5' tall (if applicable)

- Prepare easement and/or right-of-way plans or plats, as required. This task shall include required property research and any revisions to the final plans as required during any right of way negotiations for this project.
 - Utility plans including coordination with utility companies regarding existing and proposed utility plans.
 - Erosion and sediment control plans
 - Stormwater management plans (MS4) including a hydrology report outlining a viable solution to address any necessary detention and treatment for water quality as required by the city's Transportation Project Plan Review Policies and Procedures. This document may be downloaded here: <https://dunwoodyga.sharefile.com/d-sb0ca4b389b740ed8>.
 - Standard Details and Special provisions and other specifications as required
 - Tree Removal Plans
 - All other necessary information required for the project construction
- 3.10 Projects with over one (1) acre disturbed or more within the City of Dunwoody have to be submitted to the Georgia EPD for Erosion Control for plan review and permitting.
- 3.11 Once plans have been prepared, a field plan review is to be conducted.
- 3.12 Provide support to include answering questions and providing clarifications during the bidding and construction phase.
- 3.13 Upon approval of the Final Design Documents, all original drawings, specifications, CADD files, field notes, computations, etc. shall become the property of the City of Dunwoody. Final design computations shall be neatly and clearly prepared and presented in a .pdf format and submitted to the City.

4 PROPOSAL FORMAT

- 4.1 Cost proposals should be submitted in letter format with a brief description of qualifications, availability, and identification of the key project personnel.
- 4.2 Cost assumptions should be clearly outlined.
- 4.3 Should the submitter find there to be tasks not included in the above scope that would benefit the city during the design phase of this project, they are encouraged to state these additional tasks within their proposal. Provide the fee for any additional suggested task as well as a brief statement of their benefit.
- 4.4 Brevity is appreciated. A five page maximum is requested.
- 4.5 Any questions should be directed to John Gates, Purchasing Manager at 678-382-6750 or john.gates@dunwoodyga.gov.
- 4.6 Proposals should be submitted via emailed .pdf to John Gates no later than 2:00pm, January 29, 2016.

IWQ 16-03 Addendum 1

Can you please clarify the intended typical section? The descriptions in Section 1 and Sections 3.1 & 3.2 differ.

For both of these projects there is no set typical section other than we wish to add 5' sidewalks with 24" wide curb and gutter. We also wish to widen the pavement as needed to accommodate bike lanes. The standard landscape buffer is 2', but may be adjusted if it benefits the design. Our standard widths are 11' for travel lanes and 4' for bike lanes.