Agenda Item No.: 12a

MEETING DATE/TIME: 2/20/2019

PEAK ITEM NO: COU-608-2017

City of Ukiah

AGENDA SUMMARY REPORT

SUBJECT: Receive an Update Report on the History and Status of the Streetscape Project.

DEPARTMENT: Public Works **PREPARED BY:** Tim Eriksen

ATTACHMENTS:

Attachment 1 - FAQ - Downtown Streetscape Project

Summary: Staff will present an update and historical overview on the Streetscape project to inform the public and the Council on the status of this significant capital project.

Background: At the January 31, 2018 special meeting, Staff provided an update to City Council regarding on the status, funding and timing of the Downtown Streetscape Improvement Plan. This important project is now approaching the design phase and staff would like to update the City Council on its status.

State Street was constructed by Caltrans and was originally Highway 101. In 1969, the "new" freeway was constructed, bypassing most of Ukiah. At that time, State Street was deeded to the City of Ukiah and formally became what we now know as North and South State Street. However, this road was created to move vehicle traffic, both passengers and freight, up and down northern California. As with many bypassed towns and cities along this route, Ukiah was been left with a downtown street that did not adequately meet current needs. The Streetscape project improves the appearance, condition and feel of State Street through the downtown.

In 2005, through the strategic planning process with City Council and City Staff, State Street was identified as a barrier to economic development and a safety concern. Therefore, in 2008, the City was awarded funds from MCOG to study and recommend solutions to this important corridor. In 2009, after numerous community

RECOMMENDED ACTION: Receive Report

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: 0

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sage Sangiacomo, City Manager, Shannon Riley, Deputy City Manager

Approved: Sage Sangiacomo, City Manager

meetings and significant community outreach, the Downtown Streetscape Improvement Plan and Traffic Study was approved by City Council.

The project will consist of multiple elements than span from Norton to Gobbi Streets, including the following:

One of the most significant changes will be a “road diet.” Instead of State Street being four lanes—two in each direction—it will be three, one in each direction with a center turn lane. By giving turning vehicles a separate lane, modifying the traffic signals, and changing some of the east-west traffic patterns, travel along State Street will be more efficient and much safer. Parallel parking will still line both sides of the street. This element is particularly important to address safety concerns in the downtown. Statewide, the average collision rate for four-lane roads (like State Street is currently) is more than double that for a three-lane facility. Rear-end collisions, unsafe lane changes, and pedestrian impacts are far less likely to occur when the left-turning vehicles are in dedicated turn lanes instead of obstructing traffic. For more information about the benefits of this element, please see Attachment 1.

Sidewalks along State Street will be widened to allow for better pedestrian access, improved handicap accessibility, and more outdoor dining and other street furniture.

Bulbouts and enhanced crosswalks will make it easier and safer for pedestrians to get across State Street by lessening the distance and time required to cross.

The project is planned in two phases:

PHASE 1

Location: State Street from Henry to Mill, construction in FY 2020

Project Description: This project will provide streetscape improvements in downtown Ukiah on State Street, Perkins Street, Standley Street, and Henry Street, including sidewalk widening, curb ramps and bulb outs, street lights, street furniture and tree planting. The project also includes a road diet between Henry Street and Mill Street. In addition to the road diet, signal modifications will be made at each of the three signalized intersections (Standley Street, Perkins Street, and Mill Street) to provide vehicle detection, improve coordination and re-orient the signal equipment to support the road diet alignment and conversion of Standley Street to two-way, west of State Street. This work will also include an AC pavement overlay, striping, and pavement markings.

Funding Sources: 2011 – 2012 State Transportation Improvement Program (STIP) and Highway Safety Improvement Program (HSIP)

Funding Amounts: STIP = $1,304,000 and HSIP = $1,000,000 ($900,000 federal plus $100,000 local match)

PHASE 2

Location: State Street from Norton to Henry and State Street from Mill to Gobbi, construction in FY 2020-2022

Project Description: Phase 2 will construct streetscape improvements including sidewalk widening, curb ramps and bulb outs, street lights, street furniture and tree planting. The project also includes a road diet. Signal modifications will be made at the State Street and Gobbi Street intersection to provide vehicle detection and re-orientation of the signal equipment to support the road diet alignment. This work will also include an AC pavement overlay, striping, and pavement markings.

Funding Sources: State Transportation Improvement Program (STIP)

Funding Amounts: STIP = $1,369,000

Additionally, Staff will take advantage of this opportunity to replace the aging water and sewer infrastructure beneath the streets during both phases of the project.

Discussion: Pre-development work on this project will begin later this month, pending Council's approval of a professional services agreement to GHD Inc. for preparation of plans, specifications, and estimate for the Downtown Streetscape, Road Diet, & Utilities Project. Construction is scheduled to commence in the beginning of 2020 in order to avoid the busiest season and holiday events downtown.

Between now and the construction period, there will be additional decision points for the Council and public forums for the community. In order to provide easy access to information, the City has a dedicated section on its website for project information (www.cityofukiah.com/projects) and has already assembled a committee of Staff and stakeholders who will assist with public outreach. Attachment 1 contains some of the most frequently asked questions about the project. This piece, as well as others informational publications, will be updated regularly and distributed widely.

City of Ukiah

Frequently Asked Questions:

Ukiah Downtown Streetscape Improvement Project

What is the Downtown Streetscape Improvement Project?

The streetscape project is designed to improve the way State Street looks and functions in our downtown corridor and will include improvements to the traffic circulation, sidewalks, and pedestrian crossings. This project is the result of numerous community workshops, extensive studies by traffic engineers, and lots of input from stakeholders.

Where will it happen?

The first phases will occur along State Street between Henry and Mill Streets.

When will it happen?

The pre-construction work (design, planning, etc.) will occur in 2019 and will include public forums. The construction is scheduled to begin in the first part of 2020.

What does the project consist of?

- One of the most significant changes will be a "road diet." Instead of State Street being four lanes—two in each direction—it will be three, one in each direction with a center turn lane. By giving turning vehicles a separate lane, modifying the traffic signals, and changing some of the east-west traffic patterns, travel along State Street will be more efficient and much safer. Parallel parking will still line both sides of the street.
- Sidewalks along State Street will be widened to allow for better pedestrian access, improved handicap accessibility, and more outdoor dining and other street furniture.
- Bulbouts and enhanced crosswalks will make it easier and safer for pedestrians to get across State Street by lessening the distance and time required to cross.

Won't reducing the number of travel lanes slow traffic down?

It may be counter-intuitive, but no. In fact, extensive studies of State Street traffic at peak times show that reducing the number of lanes and upgrading the traffic signals results in saving between one and three seconds at each major intersection.

How does this project make downtown safer?

Statewide, the average collision rate for four-lane roads (like State Street is currently) is more than double that for a three-lane facility. Rear-end collisions, unsafe lane changes, and pedestrian impacts are far less likely to occur when the left-turning vehicles are in dedicated turn lanes instead of obstructing traffic.

For pedestrians, the combination of the road "diet" and the bulbouts at intersections make crossing State Street dramatically safer. There is a shorter distance to cross, better visibility, and improved ramps at the corners.

300 Seminary Avenue • Ukiah • CA • 95482-5400
Phone: (707)463-6200 · Fax: (707)463-6204 ·www.cityofukiah.com

For those concerned about safety in the case of a natural disaster or mass evacuation, it is important to note that there are no significant barriers along State Street that would prevent or restrict vehicular (including public safety) access. Additionally, Ukiah is built on a grid system that offers multiple north-south and east-west thoroughfares, allowing traffic to select alternate routes.

How will parking be impacted?

There will still be parallel (not diagonal) parking along both sides of State Street. The addition of bulbouts will result in the loss of a few parking spaces. Compared to the benefits, however, this is a small trade-off.

What are other benefits of the project?

- More efficient traffic signals result in less idling at intersections, thereby helping to reduce greenhouse gas emissions and fuel consumption.
- The combination of increased safety, efficiency, and user comfort has been found to have a positive impact on businesses located along corridors where road diets have been implemented. There is generally an increase in property values and a decrease in vacancies along these corridors.
- Part of the reconstruction of State Street will include replacement and upgrades of the water and sewer utilities—an important investment in our infrastructure.
- New pavement = smooth pavement.

Where can I get more information?

More information, including images and detailed traffic study data, can be found on the City of Ukiah's website at http://www.cityofukiah.com/projects/

Updated 2/13/19

RECEIVED

FEB 13 2017

CITY OF UKIAH
DEPT. OF PUBLIC WORKS

2-13-2017

To: Rick Seanor
Sage Sangiocomo

From: Tree Advisory Group

Re: Downtown Streetscape Improvement, Phase 1

Please find below the recommendations TAG arrived at from two meetings and a site visit. We request that the recommendations be included in the RFP. We also respectfully ask to be involved in the further planning stages with the selected design firm.

TAG recommendations for Phase 1 project area:

1. Preserve current healthy trees and protect during construction. The current tree count is 38 Crepe Myrtle and 15 Chinese Pistache (see sketch). They are planted 22'-26' apart and 8'- 10' from buildings.

2. Add new trees in PLANTING STRIPS in the wider sidewalks. In street blocks with existing trees, interplant new trees with existing trees at least 10' from buildings (see sketch). Once new trees grow up, older ones can be removed if overcrowding should be an issue.

3. Add new trees to street blocks at the N and S end of the project area that are currently without trees. New plantings should be 20' apart, depending on underground utilities.

4. No new street trees are recommended in front of the courthouse, where large Magnolias and other trees need all the space and water available.

5. For all new tree plantings, follow the species selection in the Downtown Zoning Code (London plane for along sidewalks and Interior Live Oak for bulbouts) except where new sidewalks are more narrow (sections A,B; E in '09 Concept Plan). A columnar species, such as European hornbeam, is recommended .

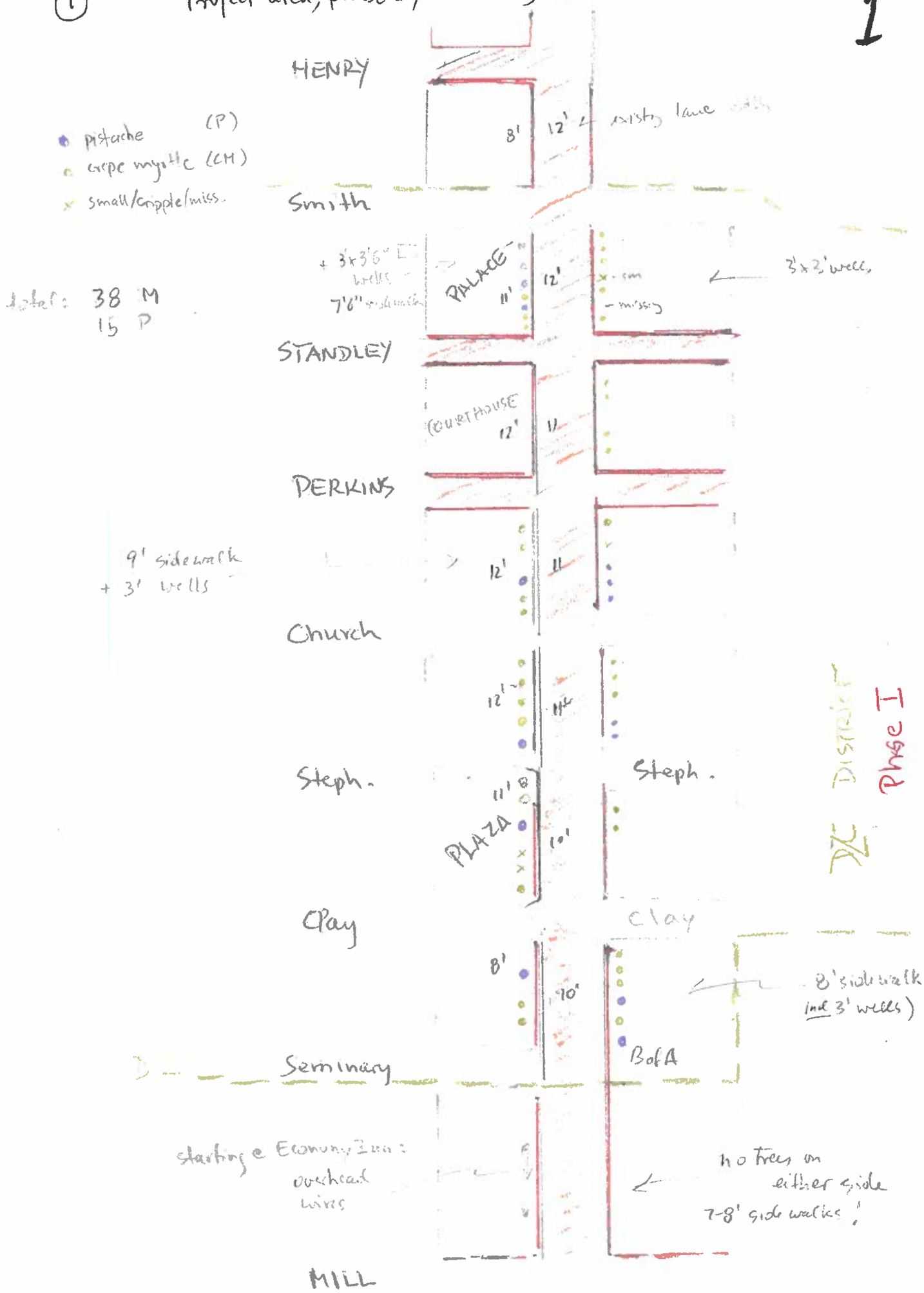
6. Fit all planting strips with structural soil and cover with permeable material, such as interlocking pavers, between trees. Retrofit the sidewalk area next to a tree with structural soil and pavers to assure tree health of new and existing trees. See attached example photo of a street section in Healdsburg.

7. Bulbouts: use large (at least 8'x10') bulbouts with interior live oak at major intersections and focal points (Perkins/State; Plaza; Seminary Dr.); use smaller bulbouts (with low-maintenance plantings) at other intersections (Smith, Standley, Church, Stephenson, Clay).

8 . Follow LID Guidelines for the City of Santa Rosa, which were adopted by the City of Ukiah, especially the following elements:
*permeable paving
* structural soil
* open curbs at bulbouts (see photos)
* LID storm water catch basins at intersections/bulbouts.

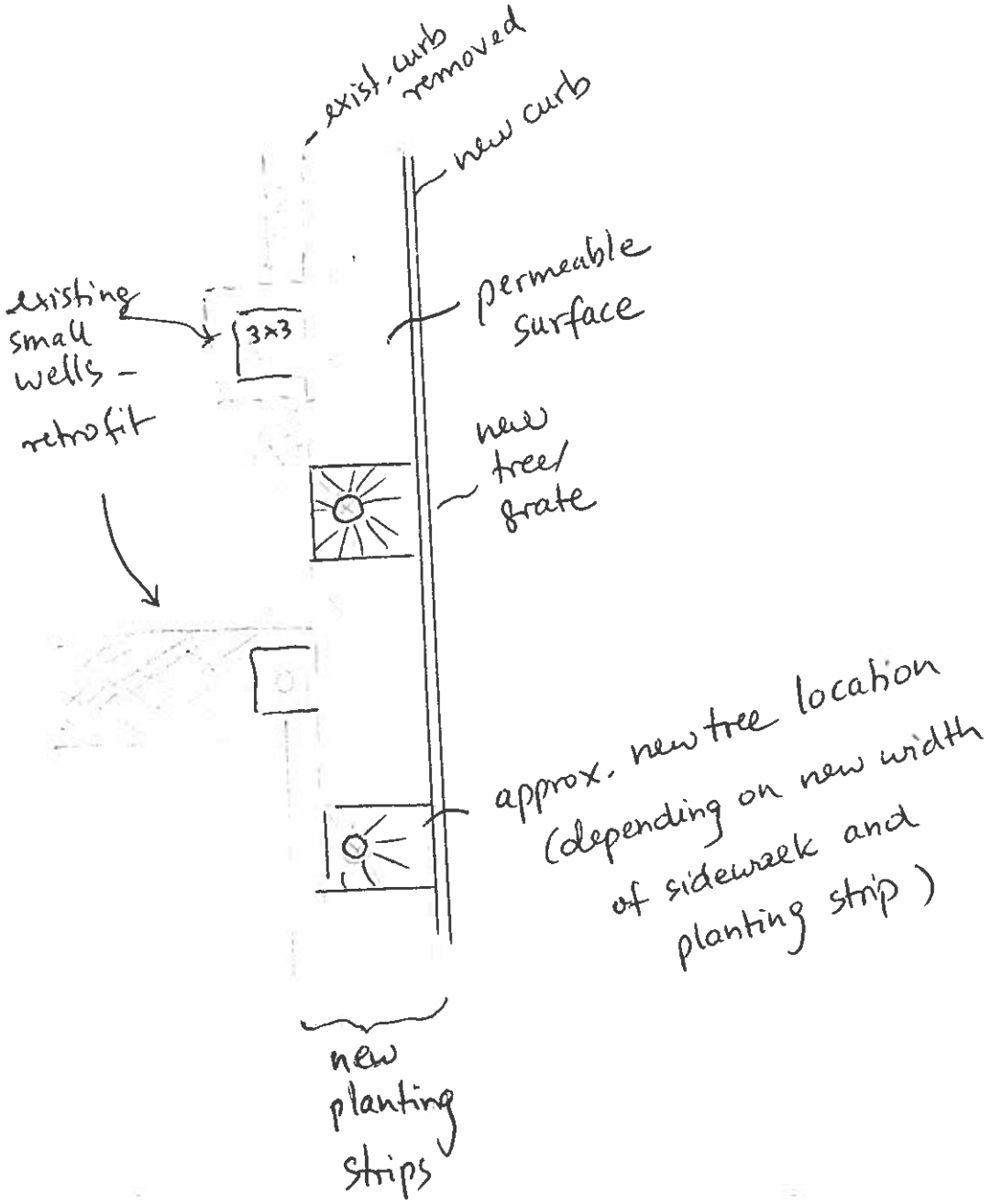
Illustrations:
1) Sketch of project area, according to 2009 Concept Plan: "Ukiah Downtown Streetscap Improvement Plan"
2) sketch of interplanting
3) photo of Healdsburg Ave (N): pavers in sidewalk and planting strip
4) photo of Central Ave, Healdsburg: wide paved pedestrian crossings at intersection, bulbout with open curb, storm-water retention plantings
5) photo of Central Ave at Plaza, Healdsburg: open-curb bulbout with storm-water treatment
6) Cloverdale, downtown: London plane, Crepe myrtle interplant, 5'x5' tree grate, pavings between trees, short awnings on buildings (not interfering with trees)
7) Alex Thomas Plaza: existing paving in sidewalk

(1) Project area, phase 1, existing conditions



2/17
TAG

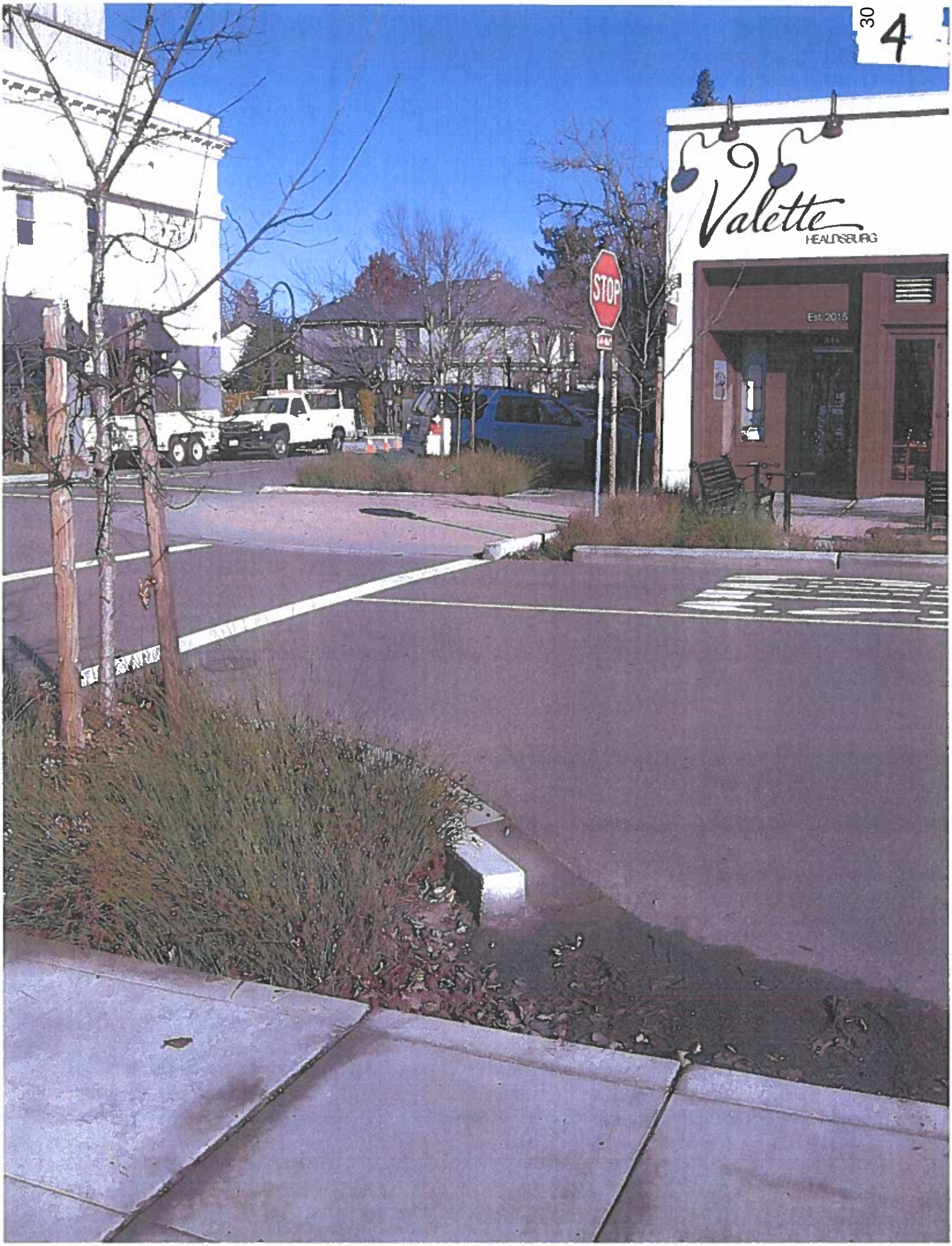
(2)



- not to scale -

2/17 TAG

4



STOP


ALEX R. THOMAS J.
PLAZA

CITY OF UKIAH
MEMORANDUM

DATE: August 17, 2015

TO: THE RECORD

FROM: Rick Seanor, Deputy Director of Public Works

SUBJECT: Technical Memorandum for Traffic
RPSTPLE-5049(025) – Downtown Streetscape Phase 1
HSIPL-5049(026) – State Street Road Diet

This memorandum provides supplemental information for the traffic flow during construction of the subject projects. The projects involve streetscape and road diet improvements on North State Street from 200 feet north of Henry Street to 200 feet south of Mill Street. Henry Street between School Street and North State Street will be converted from one-way traffic to two-way traffic. Standley Street between School Street and Main Street will be converted from one-way traffic to two-way traffic. Road diet improvements included 200 foot transition striping on State Street north of Henry Street to change from four lanes to two through lanes and a two-way left turn lane. A similar transition, for 200 feet south of Mill Street will transition from two through lanes and a two-way left turn lane to four lanes. Road diet improvements will involve pavement resurfacing on State Street from Henry Street to Mill Street and traffic signal modifications at State Street and Standley Street and at State Street and Perkins Street. Streetscape improvements will involve widening of sidewalk, curb, and gutter, construction of ADA curb ramps, construction of curb bulb-outs at designated intersections, street furnishings, street trees, etc.

During construction, partial closure of State Street, Henry Street, Standley Street and Perkins Street may occur. Traffic control measures would be implemented during the temporary closures. Temporary road closures and/or detours may be required during the course of asphalt concrete pavement removal and replacement on State Street. Sufficient north-south detour routes are available both east and west of State Street.

The projects are not expected to generate excessive noise levels. Construction would involve the use of construction equipment and activities would consist of grinding and paving. There will be no pile driving or other excessively noisy activities. The contractor would follow the City's Noise Ordinance.

The City of Ukiah will include requirements in the project bid documents for traffic control. As a standard practice, the City of Ukiah incorporates the Caltrans Standard Specifications, May 2006 edition, into its technical specifications. For this project, example specification sections for Public Convenience and Safety, Maintaining Traffic, and Traffic Control System for Lane Closure are included below.

Public Convenience and Safety. The Contractor shall conduct operations so as to cause the least possible obstruction and inconvenience to public traffic. The Contractor shall, at his or her expense, furnish such flag persons and furnish, erect, construct and maintain such fences, barriers, lights, signs, detours, pedestrian walkways, driveway ramps and bridging as may be necessary to give adequate warning to the public that work is in progress and that dangerous conditions exist, to provide access to abutting properties and to permit the flow of pedestrian, cyclists, and vehicular traffic to safely and expeditiously pass the work.

Should the Contractor fail to provide public safety as specified or if, in the opinion of the Engineer, the warning devices furnished by the Contractor are not adequate, the City may place any warning lights or barricades or take any necessary action to protect or warn the public of any dangerous condition connected with the Contractor's operations and the Contractor will be liable to the City for, and the City may deduct from amounts due or that may become due the Contractor under the Contract, all costs incurred including, but limited to, administrative costs.

Maintaining Traffic. Attention is directed to the following Caltrans Standard Specifications, May 2006 edition sections: Section 7-1.08, "Public Convenience," Section 7-1.09, "Public Safety," Section 12, "Construction Area Traffic Control Devices," and Section 12-2.02, "Flagging Costs."

Streets shall be open to through vehicular traffic during non-working hours. All public traffic shall be permitted to pass through the work with as little inconvenience and delay as possible.

When leaving a work area and entering a roadway carrying public traffic, the Contractor's equipment, whether empty or loaded, shall in all cases yield to public traffic.

The full width of the traveled way shall be opened for use by public traffic on Saturdays, Sundays, and designated City holidays, after 3:00 pm, Fridays and the day preceding designated City holidays, and when construction operations are not actively in progress.

Designated City holidays are: January 1st, the third Monday in January, the third Monday in February, the last Monday in May, July 4th, the first Monday in September, the second Monday in September, the second Monday in October, the second Monday

in November, Thanksgiving Day, the day following Thanksgiving Day, December 24th, December 25th, December 31st. When a designated City holiday falls on a Sunday, the following Monday shall be a designated City holiday. When a designated City holiday falls on a Saturday, the preceding Friday shall be a designated City holiday.

Minor deviations from the requirements of this section concerning hours of work which do not significantly change the cost of the work may be permitted upon the written request of the Contractor if in the opinion of the Engineer public traffic will be better served and the work expedited. Such deviations shall not be adopted until the Engineer has indicated his written approval. All other modifications will be made by contract change order.

At the end of each working day if a difference in excess of two (2) inches exists between the elevations of the existing pavement between lanes, the contractor shall furnish and place portable delineators along said drop-off. "Do Not Pass" signs shall also be placed at five hundred (500) feet intervals when delineators are required. Full compensation for furnishing and placing delineators and signs shall be considered as included in the various items of work and no additional compensation will be allowed.

Whenever the Contractor's operations obliterate pavement delineation (lane lines, either pavement markers or painted lines or both, or temporary delineation), such pavement delineation shall be replaced by either permanent or temporary delineation before opening the traveled way to public traffic. Temporary delineation shall consist of reflective traffic line tape applied in pieces not less than 4 inches long nor less than 4 inches wide spaced not more than 10 feet apart on curves nor more than 20 feet apart on tangents. Reflective traffic line tape shall be applied in accordance with the manufacturer's instruction. Full compensating for temporary delineation shall be considered as included in the prices paid for the contract items of work that obliterated the existing delineation and no separate payment will be made.

Traffic Control System for Lane Closure. A traffic control system shall consist of closing traffic lanes in accordance with the California MUTCD 2014 Edition, Part 6 (Temporary Traffic Control), the provisions of Caltrans Standard Specifications, May 2006 edition Section 12, "Construction Area Traffic Control Devices," and provisions under "Maintaining Traffic" elsewhere in these Special Provisions.

The provisions in this section will not relieve the CONTRACTOR from their responsibilities that may be necessary to comply with the provisions in Caltrans Standard Specifications, May 2006 edition Section 7-1.09, "Public Safety".

The base material of construction area signs may be plywood in City Right-of-Way. Since this project is located within the City limits, no construction area signs will be posted in the State Right-of-Way.

The Contractor shall develop and submit to the Engineer for approval a Traffic Control Plan a minimum of one week before beginning construction. The Traffic Control Plan shall show the planned method of traffic control during construction. At a minimum the plan shall incorporate the following restrictions.

- No more than two adjacent streets crossing the project site will be closed to cross traffic at any one time.
- A minimum of one 12-foot wide through lane shall be provided through the length of the working area, except that traffic may be delayed up to 5 minutes.

The following information shall be included in the Traffic Control Plan:

- Sequencing of construction.
- Street layout, with street names and direction of flow.
- Location and types of construction area signs (including pedestrian notification).
- Locations of barriers or other traffic control devices.
- Location of flaggers.
- A contingency plan for how to handle emergency vehicles.

The Contractor shall not begin construction at the site until the Traffic Control Plan is reviewed and approved by the Engineer. The City reserves the right to delay the Contractor's operations until such time that a Traffic Control Plan has been reviewed and approved by the Engineer.

If any component in the traffic control system is displaced, or ceases to operate or function as specified, from any cause, during the progress of the work, the Contractor shall immediately repair said component to its original condition or replace said component and shall restore the component to its original location.

When lane closures are made for work periods only, at the end of each work period, all components of the traffic control system, except portable delineators placed along open trenches or excavation adjacent to the traveled way, shall be removed from the traveled way and shoulder. If the Contractor so elects, said components may be stored at selected central locations, approved by the Engineer, within the highway right-of-way.

CITY OF UKIAH
MEMORANDUM

DATE: August 20, 2015

TO: THE RECORD

FROM: Rick Seanor, Deputy Director of Public Works

SUBJECT: Community Impact Memorandum
RPSTPLE-5049(025) – Downtown Streetscape Phase 1
HSIPL-5049(026) – State Street Road Diet

This memorandum provides supplemental information for the community impacts during construction of the subject projects. The projects involve streetscape and road diet improvements on North State Street from 200 feet north of Henry Street to 200 feet south of Mill Street. Henry Street between School Street and North State Street will be converted from one-way traffic to two-way traffic. Standley Street between School Street and Main Street will be converted from one-way traffic to two-way traffic. Road diet improvements included 200 foot transition striping on State Street north of Henry Street to change from four lanes to two through lanes and a two-way left turn lane. A similar transition, for 200 feet south of Mill Street will transition from two through lanes and a two-way left turn lane to four lanes. Road diet improvements will involve pavement resurfacing on State Street from Henry Street to Mill Street and traffic signal modifications at State Street and Standley Street and at State Street and Perkins Street. Streetscape improvements will involve widening of sidewalk, curb, and gutter, construction of ADA curb ramps, construction of curb bulb-outs at designated intersections, street furnishings, street trees, etc.

Three potential project related impacts are disruption to businesses, dust from construction activities, and noise from construction activities. These impacts are analyzed in more detail below.

Disruption to Businesses

Construction of a major transportation project is even more challenging when the project is located on the main street in downtown. City of Ukiah (City) staff recognize this and have been taking a proactive approach to inform and educate citizens and businesses about the upcoming project. City staff have been actively involved in attending various meetings to inform the community about the subject projects.

Specifically, staff has made presentations to the Ukiah City Council, the Ukiah Main Street Program Design Committee, and the Ukiah Main Street Program Economic Restructuring Committee. City staff has also formed a specific steering committee for the projects, the Downtown Streetscape Outreach Committee. All of the aforementioned presentations have been made with the intention of educating the public on the upcoming project.

In addition, City staff prepared an outreach letter (Attachment "A") for the State Street Improvement Project. This letter was mailed in March 2015 to all businesses and property owners throughout the project limits. It is the City's intention to fully involve all stakeholders throughout the design and construction phases of the project so that impacts to local businesses and residents will be minimized. As work continues on the various project phases, staff will provide updates to the stakeholders so that they will be kept fully informed. City staff, through its outreach letter, has provided project stakeholders with a staff contact and phone number for public concerns regarding the project.

Dust and Air Quality Impacts related to Construction Activities

Due to the close proximity of businesses dust control will be critical on this project. The project bid documents will include a section specifying that dust control shall conform to the provisions in Section 10 of the California Standard Specifications. In addition construction activities shall comply with all local air quality requirements of the Mendocino County Air Management District. Specific requirements to reduce air quality impacts related to project construction are as follows:

1. All constructions activities capable of causing dust shall comply with Mendocino County Air Quality Management District Rule 1-430, Fugitive Dust Emissions.

2. All activities involving asphalt grinding and sidewalk, curb and gutter removal shall institute a practice of routinely watering exposed soil and/or applying dust palliative to control dust, particularly during windy days.

3. Low emission mobile construction equipment, such as asphalt grinders, paving machines, backhoes, dump trucks, etc. shall be used for project work.

4. All dust producing construction activities shall be suspended if wind speeds (as instantaneous gusts) exceed 25 miles per hour.

5. Adjacent streets and sidewalks exposed to dust, dirt, or other soil particles by vehicles tires, poorly covered truck loads, or other construction activities shall be cleaned each day prior to the end of construction activities using methods approved by the Director of Public Works/City Engineer.

Noise from Construction Activities

The projects are not expected to generate excessive noise levels. Project work will involve the use of construction equipment and activities will consist of sidewalk, curb and gutter removal and construction, pavement grinding and street paving. There will be no excessively noisy activities. The contractor will be required to abide by the City's Noise Ordinance. Specific constraints will be incorporated into the project specifications and plans to facilitate these critical activities. When possible, City staff will coordinate with the contractor to complete noisy activities prior to and after the opening hours for adjacent businesses. In addition, City staff through its outreach letter, have identified a staff contact and phone number for public concerns regarding the project.

Measures to Minimize Impacts to Local Businesses

The City of Ukiah is committed to minimizing impacts to local businesses related to construction of the Downtown Streetscape and State Street Road Diet projects. The following measures have been identified to proactively deal with issues that may develop during the course of construction of the projects.

1) The City has initiated an education process to inform businesses of the upcoming project. The City has sent the attached outreach letter (Attachment "A") to all businesses and property owners throughout the project limits.

2) The City will host a community meeting to inform businesses and residents about the project. This meeting will identify what to expect during construction and how to voice concerns regarding the project.

3) The City will identify the person to contact regarding the project. The contact person's phone number and email address will be provided.

4) The City will incorporate specific provisions in the project specifications to maintain access to businesses during business opening hours. Specifically, during the course of sidewalk removal and replacement temporary ramps will be provided to provide access

across removed sidewalk to businesses. In addition, sidewalk replacement, when possible, will be required to be completed during hours of business closure.

5) The specifications will include provisions to provide adequate signage throughout the project to the effect that businesses will remain open during construction.

6) The specifications will also include provisions to post signage directing vehicles to park in City of Ukiah parking lots at times when construction activities prevent parking on specific blocks.

7) The specifications will include provisions to allow limited work during evening and nighttime hours. Specifically, work that can be constructed with minimal noise will be permitted during evening / nighttime hours.

8) A page on the City's website will be developed to provide updated project information, scheduling, construction activities, etc. This website will provide information on who to contact regarding concerns and / or complaints regarding the project. The website will also indicate that businesses will remain open during construction. In addition, locations of City of Ukiah parking lots will be provided for alternate parking locations during construction of the project.

9) City staff will discuss concerns and / or complaints with the Construction Manager and / or Construction Inspector.

10) City staff will commit to responding to all concerns and / or complaints in a timely manner.

Attachment # "A"

City of Ukiah

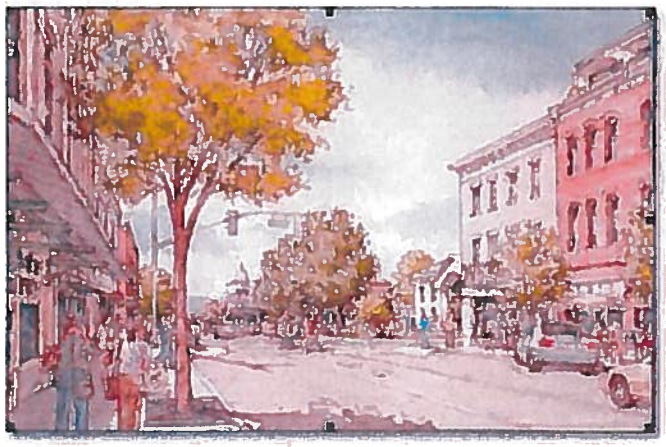
March 16, 2015

Greetings,

The City of Ukiah would like to inform you about a major community improvement project that will likely impact you in the next couple of years—the Ukiah Downtown Streetscape Project. You may have heard bits and pieces about this project already, as planning for this project was started in 2008. The goal of this project is to improve the aesthetics of the downtown area, enhance accessibility for pedestrians and bicyclists, and improve the traffic circulation. Ultimately, we expect this project will also help drive customer traffic to the downtown and increase property values.

The Ukiah Downtown Streetscape Project will include:

- an environmental review phase (starting in 2015)
- a design phase (in 2015, where we'll be looking for your input), and
- construction, most likely in 2016



We know that you will have questions and concerns, and we will make every effort to keep you informed and involved as this project progresses. Some of those questions may be answered below, but we will have much more information to share in the future. Each correspondence related to this project will be on orange paper.

Please let us know what the best way to keep you informed is by returning the enclosed postcard—keeping in mind that at times, we will be able to mail notifications out, but at other times, we may need to reach you on shorter notice, so email or fax may be the most effective means.

Here are some answers to the questions we are most frequently asked:

What does this project entail?

This is a multi-faceted project, and the *conceptual* designs include wider sidewalks along State Street, bulbouts at the intersections for enhanced pedestrian crossing, a road "diet" on State Street that limits traffic to one lane each direction and a center turn lane, and more street trees and street furniture.

Will sidewalks be torn up?

Yes, primarily along State Street. We will make every effort to ensure that effected businesses have ample notice and that the "down-time" will be as minimal as possible. The end result will be wider, more pedestrian-friendly sidewalks.

300 Seminary Avenue • Ukiah • CA • 95482-5400
Phone: (707)463-6200 · Fax: (707)463-6204 ·www.cityofukiah.com

Will I be able to provide input regarding the design?

Much of the conceptual design work was done in 2009. However, there *will* be room for additional input. As we get nearer to the final design phase later this year, we will be planning community meetings and various other opportunities for your input. We will use the information you provide on the postcard to keep you informed.

Who's paying for this project?

Staff has been working diligently to obtain funding for the project. To date, the City has been awarded funding in the amount of $1.3 million from the Mendocino Council of Governments and $1 million from the CalTrans Highway Safety Improvement Program.

What area does this project cover?

The total project area spans State Street from Henry Street to Mill Street, Standley and Perkins Streets from School to Main; and Henry Street from School to State Streets.

Will there be any assistance available for businesses affected by the project?

The City of Ukiah is actively pursuing partnerships and funding to facilitate the implementation of this program. It is our goal to ensure that, not only are the impacts to your business minimized, but there are also significant efforts made to educate the surrounding community that your shops are open for business during construction. A committee of business owners and representatives from the Chamber of Commerce and the Ukiah Main Street Program has already been created for this purpose.

What are the next steps?

Fill out and return the postcard. When we know more, we'll share it with you. In the next few months, we will be working to hire a consultant to begin the environmental review work. This will set the stage for the later design phase.

As this project moves forward, the City will be setting up an online site to host the most current information. We know you need as much advance notice as possible of this work, and we will work to get that to you.

We'll use your response on the enclosed postcard to contact you in the near future. In the meantime, if you have questions or concerns about the project, please call Shannon Riley at 463-5793.

Sincerely,

Jane Chambers,
City Manager

AGREEMENT FOR
PROFESSIONAL CONSULTING SERVICES
[Design Professional]

This Agreement, made and entered into this ____ day of _____, 2019 (“Effective Date”), by and between CITY OF UKIAH, CALIFORNIA, hereinafter referred to as "City" and ----------, a corporation organized and in good standing under the laws of the state of California, hereinafter referred to as "Consultant".

RECITALS

This Agreement is predicated on the following facts:

a. City requires consulting services related to the preparation of the plans, specifications, estimate, and the temporary construction easements for Downtown Streetscape, Road Diet, & Utilities Project.

b. Consultant represents that it has the qualifications, skills, experience and properly licensed to provide these services, and is willing to provide them according to the terms of this Agreement.

c. City and Consultant agree upon the Scope-of-Work and Work Schedule attached hereto as Attachment "A", describing contract provisions for the project and setting forth the completion dates for the various services to be provided pursuant to this Agreement.

TERMS OF AGREEMENT

1.0 DESCRIPTION OF PROJECT

1.1 The Project is described in detail in the attached Scope-of-Work (Attachment "A").

2.0 SCOPE OF SERVICES

2.1 As set forth in Attachment "A".

2.2. Additional Services. Additional services, if any, shall only proceed upon written agreement between City and Consultant. The written Agreement shall be in the form of an Amendment to this Agreement.

3.0 CONDUCT OF WORK

3.1 Time of Completion. Consultant shall commence performance of services as required by the Scope-of-Work upon receipt of a Notice to Proceed from City and shall complete such services within ---- calendar days from receipt of the Notice to Proceed. Consultant shall complete the work to the City's reasonable satisfaction, even if contract disputes arise or Consultant contends it is entitled to further compensation.

3.2 Non-Discrimination.

A. Consultant’s signature affixed hereto, and dated, shall constitute a certification under penalty of perjury under the laws of the State of California that Consultant has, unless

exempt, complied with, the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Administrative Code, Section 8103.

B. During the performance of this Contract, Consultant and its subconsultants shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Consultant and subconsultants shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Consultant and subconsultants shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Contract by reference and made a part hereof as if set forth in full. Consultant and its subconsultants shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

4.0 COMPENSATION FOR SERVICES

4.1 Basis for Compensation. For the performance of the professional services of this Agreement, Consultant shall be compensated based on actual cost plus a fixed fee, with a maximum dollar amount of ----------, as set forth in Consultant's Cost Proposal (Attachment "B"). Actual costs shall be reimbursed in accordance with the Cost Proposal, including labor costs, employee benefits, travel, equipment rental costs, overhead and other direct costs incurred by the Consultant in the performance of the work. The fixed fee is non-adjustable for the term of the contract, except in the event of a significant change in the scope of work and such adjustment is made by contract amendment.

4.2 Changes. Should changes in compensation be required because of changes to the Scope-of-Work of this Agreement, the parties shall agree in writing to any changes in compensation. "Changes to the Scope-of-Work" means different activities than those described in Attachment "A" and not additional time to complete those activities than the parties anticipated on the date they entered this Agreement.

4.3 Sub-contractor Payment. The use of sub-consultants or other services to perform a portion of the work of this Agreement shall be approved by City prior to commencement of work. The cost of sub-consultants shall be included within maximum dollar amount set forth in Section 4.1.

4.4 Terms of Payment. Payment to Consultant for services rendered in accordance with this contract shall be based upon submission of monthly invoices for the work satisfactorily performed prior to the date of invoice less any amount already paid to Consultant, which amounts shall be due and payable thirty (30) days after receipt by City. The invoices shall provide a description of each item of work performed, the time expended to perform each task, the fees charged for that task, and the direct expenses incurred and billed for. A pro rata portion of the fixed fee will be included in the monthly progress payments. Invoices shall be accompanied by documentation sufficient to enable City to determine progress made and the expenses claimed.

5.0 ASSURANCES OF CONSULTANT

5.1 Independent Contractor. Consultant is an independent contractor and is solely responsible for its acts or omissions. Consultant (including its agents, servants, and employees) is not City's agent, employee, or representative for any purpose.

It is the express intention of the parties hereto that Consultant is an independent contractor and not an employee, joint venturer, or partner of City for any purpose whatsoever. City shall have no right to, and shall not control the manner or prescribe the method of accomplishing those services contracted to and performed by Consultant under this Agreement, and the general public and all governmental agencies regulating such activity shall be so informed.

Those provisions of this Agreement that reserve ultimate authority in City have been inserted solely to achieve compliance with federal and state laws, rules, regulations, and interpretations thereof. No such provisions and no other provisions of this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between Consultant and City.

Consultant shall pay all estimated and actual federal and state income and self-employment taxes that are due the state and federal government and shall furnish and pay worker's compensation insurance, unemployment insurance and any other benefits required by law for himself and his employees, if any. Consultant agrees to indemnify and hold City and its officers, agents and employees harmless from and against any claims or demands by federal, state or local government agencies for any such taxes or benefits due but not paid by Consultant, including the legal costs associated with defending against any audit, claim, demand or law suit.

Consultant warrants and represents that it is a properly licensed professional or professional organization with a substantial investment in its business and that it maintains its own offices and staff which it will use in performing under this Agreement.

5.2 Conflict of Interest. Consultant understands that its professional responsibility is solely to City. Consultant has no interest and will not acquire any direct or indirect interest that would conflict with its performance of the Agreement. Consultant shall not in the performance of this Agreement employ a person having such an interest. If the City Manager determines that the Consultant has a disclosure obligation under the City's local conflict of interest code, the Consultant shall file the required disclosure form with the City Clerk within 10 days of being notified of the City Manager's determination.

6.0 INDEMNIFICATION

6.1 Insurance Liability. Without limiting Consultant's obligations arising under Paragraph 6.2 Consultant shall not begin work under this Agreement until it procures and maintains for the full period of time allowed by law, surviving the termination of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with its performance under this Agreement.

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office ("ISO) Commercial General Liability Coverage Form No. CG 20 10 10 01 and Commercial General Liability Coverage – Completed Operations Form No. CG 20 37 10 01.

2. ISO Form No. CA 0001 (Ed. 1/87) covering Automobile Liability, Code 1 "any auto" or Code 8, 9 if no owned autos and endorsement CA 0025.

3. Worker's Compensation Insurance as required by the Labor Code of the State of California and Employers Liability Insurance.

4. Errors and Omissions liability insurance appropriate to the consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.

B. Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability: $1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall apply separately to the work performed under this Agreement, or the aggregate limit shall be twice the prescribed per occurrence limit.

2. Automobile Liability: $1,000,000 combined single limit per accident for bodily injury and property damage.

3. Worker's Compensation and Employers Liability: Worker's compensation limits as required by the Labor Code of the State of California and Employers Liability limits of $1,000,000 per accident.

4. Errors and Omissions liability: $1,000,000 per occurrence.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects to the City, its officers, officials, employees and volunteers; or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages

a. The City, it officers, officials, employees and volunteers are to be covered as additional insureds as respects; liability arising out of activities performed by or on behalf of the Consultant, products and completed operations of the Consultant, premises owned, occupied or

used by the Consultant, or automobiles owned, hired or borrowed by the Consultant for the full period of time allowed by law, surviving the termination of this Agreement. The coverage shall contain no special limitations on the scope-of-protection afforded to the City, its officers, officials, employees or volunteers.

b. The Consultant's insurance coverage shall be primary insurance as respects to the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it.

c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its officers, officials, employees or volunteers.

d. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. Worker's Compensation and Employers Liability Coverage

The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses arising from Consultant's performance of the work, pursuant to this Agreement.

3. Professional Liability Coverage

If written on a claims-made basis, the retroactivity date shall be the effective date of this Agreement.

4. All Coverages

Each Insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

E. Acceptability of Insurers

Insurance is to be placed with admitted California insurers with an A.M. Best's rating of no less than A- for financial strength, AA for long-term credit rating and AMB-1 for short-term credit rating.

F. Verification of Coverage

Consultant shall furnish the City with Certificates of Insurance and with original Endorsements effecting coverage required by this Agreement. The Certificates and Endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Certificates and Endorsements are to be on forms provided or approved by the City. All Certificates and Endorsements are to be received and approved by the City before Consultant begins the work of this Agreement. The City reserves the right to require complete, certified copies of all

required insurance policies, at any time. If Consultant fails to provide the coverages required herein, the City shall have the right, but not the obligation, to purchase any or all of them. In that event, after notice to Consultant that City has paid the premium, the cost of insurance may be deducted from the compensation otherwise due the contractor under the terms of this Contract.

G. Subcontractors

Consultant shall include all sub-contractors or sub-consultants as insured under its policies or shall furnish separate certificates and endorsements for each sub-contractor or sub-consultant. All coverage for sub-contractors or sub-consultants shall be subject to all insurance requirements set forth in this Paragraph 6.1.

6.2 Indemnification. Notwithstanding the foregoing insurance requirements, and in addition thereto, Consultant agrees, for the full period of time allowed by law, surviving the termination of this Agreement, to indemnify the City for any claim, cost or liability that arises out of any negligent act or omission or the willful misconduct of Consultant and its agents in the performance of services under this contract, but this indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss, arising from the negligence, willful misconduct or defects in design by the City, or arising from the active negligence of the City.

"Indemnify," as used herein includes the expenses of defending against a claim, and the payment of any settlement or judgment arising out of the claim. Defense costs include all costs associated with defending the claim, including, but not limited to, the reasonable fees of attorneys, investigators, consultants, experts and expert witnesses, and litigation expenses.

References in this paragraph to City or Consultant, include their officers and employees.

7.0 CONTRACT PROVISIONS

7.1 Documents and Ownership of Work. All documents furnished to Consultant by City and all documents or reports and supportive data prepared by Consultant under this Agreement are owned and become the property of the City upon their creation and shall be given to City immediately upon demand and at the completion of Consultant's services at no additional cost to City. Deliverables are identified in the Scope-of-Work, Attachment "A". All documents produced by Consultant shall be furnished to City in digital format and hardcopy. Consultant shall produce the digital format, using software and media approved by City.

7.2 Governing Law. Consultant shall comply with the laws and regulations of the United States, the State of California, and all local governments having jurisdiction over this Agreement. The interpretation and enforcement of this Agreement shall be governed by California law and any action arising under or in connection with this Agreement must be filed in a Court of competent jurisdiction in Mendocino County.

7.3 Entire Agreement. This Agreement plus its Attachment(s) and executed Amendments set forth the entire understanding between the parties.

7.4 Severability. If any term of this Agreement is held invalid by a court of competent jurisdiction, the remainder of this Agreement shall remain in effect.

7.5 Modification. No modification of this Agreement is valid unless made with the agreement of both parties in writing.

7.6 Assignment. Consultant's services are considered unique and personal. Consultant shall not assign, transfer, or sub-contract its interest or obligation under all or any portion of this Agreement without City's prior written consent.

7.7 Waiver. No waiver of a breach of any covenant, term, or condition of this Agreement shall be a waiver of any other or subsequent breach of the same or any other covenant, term or condition or a waiver of the covenant, term or condition itself.

7.8 Termination. This Agreement may only be terminated by either party: 1) for breach of the Agreement; 2) because funds are no longer available to pay Consultant for services provided under this Agreement; or 3) City has abandoned and does not wish to complete the project for which Consultant was retained. A party shall notify the other party of any alleged breach of the Agreement and of the action required to cure the breach. If the breaching party fails to cure the breach within the time specified in the notice, the contract shall be terminated as of that time. If terminated for lack of funds or abandonment of the project, the contract shall terminate on the date notice of termination is given to Consultant. City shall pay the Consultant only for services performed and expenses incurred as of the effective termination date. In such event, as a condition to payment, Consultant shall provide to City all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Consultant under this Agreement. Consultant shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder, subject to off-set for any direct or consequential damages City may incur as a result of Consultant's breach of contract.

7.9 Execution of Agreement. This Agreement may be executed in duplicate originals, each bearing the original signature of the parties. Alternatively, this Agreement may be executed and delivered by facsimile or other electronic transmission, and in more than one counterpart, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. When executed using either alternative, the executed agreement shall be deemed an original admissible as evidence in any administrative or judicial proceeding to prove the terms and content of this Agreement.

8.0 PERFORMANCE PERIOD (Verbatim)

(A time must be set for beginning and ending the work under the contract. The time allowed for performing the work is specified; it should be reasonable for the kind and amount of services contemplated; and it is written into the contract. If it is desirable that Critical Path Method (CPM) networks, or other types of schedules be prepared by CONSULTANT, they should be identified and incorporated into the contract.

A. This contract shall go into effect on (DATE), contingent upon approval by LOCAL AGENCY, and CONSULTANT shall commence work after notification to proceed by LOCAL AGENCY'S Contract Administrator. The contract shall end on (DATE), unless extended by contract amendment.

B. CONSULTANT is advised that any recommendation for contract award is not binding on LOCAL AGENCY until the contract is fully executed and approved by LOCAL AGENCY.

9.0 ALLOWABLE COSTS AND PAYMENTS (Verbatim)

A. The method of payment for this contract will be based on actual cost plus a fixed fee. LOCAL AGENCY will reimburse CONSULTANT for actual costs (including labor costs, employee benefits, travel, equipment rental costs, overhead and other direct costs) incurred by CONSULTANT in performance of the work. CONSULTANT will not be reimbursed for actual

costs that exceed the estimated wage rates, employee benefits, travel, equipment rental, overhead, and other estimated costs set forth in the approved CONSULTANT'S Cost Proposal, unless additional reimbursement is provided for by contract amendment. In no event, will CONSULTANT be reimbursed for overhead costs at a rate that exceeds LOCAL AGENCY's approved overhead rate set forth in the Cost Proposal. In the event, that LOCAL AGENCY determines that a change to the work from that specified in the Cost Proposal and contract is required, the contract time or actual costs reimbursable by LOCAL AGENCY shall be adjusted by contract amendment to accommodate the changed work. The maximum total cost as specified in Paragraph "H" shall not be exceeded, unless authorized by contract amendment.

B. In addition to the allowable incurred costs, LOCAL AGENCY will pay CONSULTANT a fixed fee of $(AMOUNT). The fixed fee is nonadjustable for the term of the contract, except in the event of a significant change in the scope of work and such adjustment is made by contract amendment.

C. Reimbursement for transportation and subsistence costs shall not exceed the rates specified in the approved Cost Proposal.

D. When milestone cost estimates are included in the approved Cost Proposal, CONSULTANT shall obtain prior written approval for a revised milestone cost estimate from the Contract Administrator before exceeding such cost estimate.

E. Progress payments will be made monthly in arrears based on services provided and allowable incurred costs. A pro rata portion of CONSULTANT's fixed fee will be included in the monthly progress payments. If CONSULTANT fails to submit the required deliverable items according to the schedule set forth in the Statement of Work, LOCAL AGENCY shall have the right to delay payment or terminate this Contract in accordance with the provisions of Article VI Termination.

F. No payment will be made prior to approval of any work, nor for any work performed prior to approval of this contract.

G. CONSULTANT will be reimbursed, as promptly as fiscal procedures will permit upon receipt by LOCAL AGENCY's Contract Administrator of itemized invoices in triplicate. Invoices shall be submitted no later than 45 calendar days after the performance of work for which CONSULTANT is billing. Invoices shall detail the work performed on each milestone and each project as applicable. Invoices shall follow the format stipulated for the approved Cost Proposal and shall reference this contract number and project title. Final invoice must contain the final cost and all credits due LOCAL AGENCY including any equipment purchased under the provisions of Article XI Equipment Purchase of this contract. The final invoice should be submitted within 60 calendar days after completion of CONSULTANT's work. Invoices shall be mailed to LOCAL AGENCY's Contract Administrator at the following address:

(*LOCAL AGENCY/NAME OF CONTRACT ADMINISTRATOR*)
(*ADDRESS*)

H. The total amount payable by LOCAL AGENCY including the fixed fee shall not exceed $(Amount).

I. Salary increases will be reimbursable if the new salary is within the salary range identified in the approved Cost Proposal and is approved by LOCAL AGENCY's Contract Administrator. For personnel subject to prevailing wage rates as described in the California Labor Code, all salary increases, which are the direct result of changes in the prevailing wage rates are reimbursable.

10.0 TERMINATION (Verbatim)

A. LOCAL AGENCY reserves the right to terminate this contract upon thirty (30) calendar days written notice to CONSULTANT with the reasons for termination stated in the notice.

B. LOCAL AGENCY may terminate this contract with CONSULTANT should CONSULTANT fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination, LOCAL AGENCY may proceed with the work in any manner deemed proper by LOCAL AGENCY. If LOCAL AGENCY terminates this contract with CONSULTANT, LOCAL AGENCY shall pay CONSULTANT the sum due to CONSULTANT under this contract prior to termination, unless the cost of completion to LOCAL AGENCY exceeds the funds remaining in the contract. In which case the overage shall be deducted from any sum due CONSULTANT under this contract and the balance, if any, shall be paid to CONSULTANT upon demand.

11.0 COST PRINCIPLES AND ADMINISTRATIVE REQUIREMENTS (Verbatim)

A. CONSULTANT agrees that the Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31.000 et seq., shall be used to determine the cost allowability of individual items.

B. CONSULTANT also agrees to comply with federal procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

C. Any costs for which payment has been made to CONSULTANT that are determined by subsequent audit to be unallowable under 2 CFR, Part 200 and 48 CFR, Federal Acquisition Regulations System, Chapter 1,
Part 31.000 et seq., are subject to repayment by CONSULTANT to LOCAL AGENCY.

12.0 RETENTION OF RECORDS/AUDIT (Verbatim)

For the purpose of determining compliance with Public Contract Code 10115, et seq. and Title 21, California Code of Regulations, Chapter 21, Section 2500 et seq., when applicable and other matters connected with the performance of the contract pursuant to Government Code 8546.7; CONSULTANT, subconsultants, and LOCAL AGENCY shall maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of the contract, including but not limited to, the costs of administering the contract. All parties shall make such materials available at their respective offices at all reasonable times during the contract period and for three years from the date of final payment under the contract. The state, State Auditor, LOCAL AGENCY, FHWA, or any duly authorized representative of the Federal Government shall have access to any books, records, and documents of CONSULTANT and it's certified public accountants (CPA) work papers that are pertinent to the contract and indirect cost rates (ICR) for audit, examinations, excerpts, and transactions, and copies thereof shall be furnished if requested.

13.0 AUDIT REVIEW PROCEDURES (Verbatim)

A. Any dispute concerning a question of fact arising under an interim or post audit of this contract that is not disposed of by agreement, shall be reviewed by LOCAL AGENCY'S Chief Financial Officer.

B. Not later than 30 days after issuance of the final audit report, CONSULTANT may request a review by LOCAL AGENCY'S Chief Financial Officer of unresolved audit issues. The request for review will be submitted in writing.

C. Neither the pendency of a dispute nor its consideration by LOCAL AGENCY will excuse CONSULTANT from full and timely performance, in accordance with the terms of this contract.

D. CONSULTANT and subconsultant contracts, including cost proposals and ICR, are subject to audits or reviews such as, but not limited to, a contract audit, an incurred cost audit, an ICR Audit, or a CPA ICR audit work paper review. If selected for audit or review, the contract, cost proposal and ICR and related work papers, if applicable, will be reviewed to verify compliance with 48 CFR, Part 31 and other related laws and regulations. In the instances of a CPA ICR audit work paper review it is CONSULTANT's responsibility to ensure federal, state, or local government officials are allowed full access to the CPA's work papers including making copies as necessary. The contract, cost proposal, and ICR shall be adjusted by CONSULTANT and

approved by LOCAL AGENCY contract manager to conform to the audit or review recommendations. CONSULTANT agrees that individual terms of costs identified in the audit report shall be incorporated into the contract by this reference if directed by LOCAL AGENCY at its sole discretion. Refusal by CONSULTANT to incorporate audit or review recommendations, or to ensure that the federal, state or local governments have access to CPA work papers, will be considered a breach of contract terms and cause for termination of the contract and disallowance of prior reimbursed costs.

14.0 SUBCONTRACTING (Verbatim)

A. Nothing contained in this contract or otherwise, shall create any contractual relation between LOCAL AGENCY and any subconsultant(s), and no subcontract shall relieve CONSULTANT of its responsibilities and obligations hereunder. CONSULTANT agrees to be as fully responsible to LOCAL AGENCY for the acts and omissions of its subconsultant(s) and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by CONSULTANT. CONSULTANT's obligation to pay its subconsultant(s) is an independent obligation from LOCAL AGENCY'S obligation to make payments to the CONSULTANT.

B. CONSULTANT shall perform the work contemplated with resources available within its own organization and no portion of the work pertinent to this contract shall be subcontracted without written authorization by LOCAL AGENCY's Contract Administrator, except that, which is expressly identified in the approved Cost Proposal.

C. CONSULTANT shall pay its subconsultants within ten (10) calendar days from receipt of each payment made to CONSULTANT by LOCAL AGENCY.

D. All subcontracts entered into as a result of this contract shall contain all the provisions stipulated in this contract to be applicable to subconsultants.

E. Any substitution of subconsultant(s) must be approved in writing by LOCAL AGENCY's Contract Administrator prior to the start of work by the subconsultant(s).

15.0 EQUIPMENT PURCHASE (Verbatim)

A. Prior authorization in writing, by LOCAL AGENCY's Contract Administrator shall be required before CONSULTANT enters into any unbudgeted purchase order, or subcontract exceeding $5,000 for supplies, equipment, or CONSULTANT services. CONSULTANT shall provide an evaluation of the necessity or desirability of incurring such costs.

B. For purchase of any item, service or consulting work not covered in CONSULTANT's Cost Proposal and exceeding $5,000 prior authorization by LOCAL AGENCY's Contract Administrator; three competitive quotations must be submitted with the request, or the absence of bidding must be adequately justified.

C. Any equipment purchased as a result of this contract is subject to the following: "CONSULTANT shall maintain an inventory of all nonexpendable property. Nonexpendable property is defined as having a useful life of at least two years and an acquisition cost of $5,000 or more. If the purchased equipment needs replacement and is sold or traded in, LOCAL AGENCY shall receive a proper refund or credit at the conclusion of the contract, or if the contract is terminated, CONSULTANT may either keep the equipment and credit LOCAL AGENCY in an amount equal to its fair market value, or sell such equipment at the best price obtainable at a public or private sale, in accordance with established LOCAL AGENCY procedures; and credit LOCAL AGENCY in an amount equal to the sales price. If CONSULTANT elects to keep the equipment, fair market value shall be determined at CONSULTANT's expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to by LOCAL AGENCY and CONSULTANT, if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by LOCAL AGENCY." 2 CFR, Part 200 requires a credit to Federal funds when participating equipment with a fair market value greater than $5,000 is credited to the project.

16.0 STATE PREVAILING WAGE RATES (Verbatim)

(Choose either Option 1 or Option 2)

(Option 1 - For contracts where a portion of the proposed work to be performed are crafts affected by state labor laws, use paragraphs A and B)

A. CONSULTANT shall comply with the State of California's General Prevailing Wage Rate requirements in accordance with California Labor Code, Section 1770, and all Federal, State, and local laws and ordinances applicable to the work.

B. Any subcontract entered into as a result of this contract, if for more than $25,000 for public works construction or more than $15,000 for the alteration, demolition, repair, or maintenance of public works, shall contain all of the provisions of this Article, unless the awarding agency has an approved labor compliance program by the Director of Industrial Relations.

C. When prevailing wages apply to the services described in the scope of work, transportation and subsistence costs shall be reimbursed at the minimum rates set by the Department of Industrial Relations (DIR) as outlined in the applicable Prevailing Wage Determination. See http://www.dir.ca.gov.

(Option 2 - Use only paragraph A below when all of the proposed work in the contract is performed by crafts not affected by state labor laws or are not contemplated for use)

A. The State of California's General Prevailing Wage Rates are not applicable to this contract.

Note: The Federal "Payment of Predetermined Minimum Wage" applies only to federal-aid construction contracts.

17.0 CONFLICT OF INTEREST (Verbatim)

A. CONSULTANT shall disclose any financial, business, or other relationship with LOCAL AGENCY that may have an impact upon the outcome of this contract, or any ensuing LOCAL AGENCY construction project. CONSULTANT shall also list current clients who may have a financial interest in the outcome of this contract, or any ensuing LOCAL AGENCY construction project, which will follow.

B. CONSULTANT hereby certifies that it does not now have, nor shall it acquire any financial or business interest that would conflict with the performance of services under this contract.

C. CONSULTANT hereby certifies that neither CONSULTANT, nor any firm affiliated with CONSULTANT will bid on any construction contract, or on any contract to provide construction inspection for any construction project resulting from this contract. An affiliated firm is one, which is subject to the control of the same persons through joint-ownership, or otherwise.

D. Except for subconsultants whose services are limited to providing surveying or materials testing information, no subconsultant who has provided design services in connection with this contract shall be eligible to bid on any construction contract, or on any contract to provide construction inspection for any construction project resulting from this contract.

18.0 REBATES, KICKBACKS OR OTHER UNLAWFUL CONSIDERATION (Verbatim)

CONSULTANT warrants that this contract was not obtained or secured through rebates kickbacks or other unlawful consideration, either promised or paid to any LOCAL AGENCY employee. For breach or violation of this warranty, LOCAL AGENCY shall have the right in its discretion; to terminate the contract without liability; to pay only for the value of the work actually performed; or to deduct from the contract price; or otherwise recover the full amount of such rebate, kickback or other unlawful consideration.

19.0 PROHIBITION OF EXPENDING LOCAL AGENCY STATE OR FEDERAL FUNDS FOR LOBBYING (Verbatim)

A. CONSULTANT certifies to the best of his or her knowledge and belief that:

1. No state, federal or local agency appropriated funds have been paid, or will be paid by-or-on behalf of CONSULTANT to any person for influencing or attempting to influence an officer or

employee of any state or federal agency; a Member of the State Legislature or United States Congress; an officer or employee of the Legislature or Congress; or any employee of a Member of the Legislature or Congress, in connection with the awarding of any state or federal contract; the making of any state or federal grant; the making of any state or federal loan; the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any state or federal contract, grant, loan, or cooperative agreement.

2. If any funds other than federal appropriated funds have been paid, or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency; a Member of Congress; an officer or employee of Congress, or an employee of a Member of Congress; in connection with this federal contract, grant, loan, or cooperative agreement; CONSULTANT shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

B. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

C. CONSULTANT also agrees by signing this document that he or she shall require that the language of this certification be included in all lower-tier subcontracts, which exceed $100,000 and that all such sub recipients shall certify and disclose accordingly.

20.0 STATEMENT OF COMPLIANCE

A. CONSULTANT's signature affixed herein, and dated, shall constitute a certification under penalty of perjury under the laws of the State of California that CONSULTANT has, unless exempt, complied with, the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Administrative Code, Section 8103.

B. During the performance of this Contract, Consultant and its subconsultants shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40*),* marital status, and denial of family care leave. Consultant and subconsultants shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Consultant and subconsultants shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the 5applicable regulations promulgated there under (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Contract by reference and made a part hereof as if set forth in full. Consultant and its subconsultants shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

C. The Consultant shall comply with regulations relative to Title VI (nondiscrimination in federally-assisted programs of the Department of Transportation – Title 49 Code of Federal Regulations, Part 21 - Effectuation of Title VI of the 1964 Civil Rights Act). Title VI provides that the recipients of federal assistance will implement and maintain a policy of nondiscrimination in which no person in the state of California shall, on the basis of race, color, national origin, religion, sex, age, disability, be excluded from participation in, denied the benefits of or subject to discrimination under any program or activity by the recipients of federal assistance or their assignees and successors in interest.

D. The Consultant, with regard to the work performed by it during the Agreement shall act in accordance with Title VI. Specifically, the Consultant shall not discriminate on the basis of race, color, national origin, religion, sex, age, or disability in the selection and retention of

Subconsultants, including procurement of materials and leases of equipment. The Consultant shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the U.S. DOT's Regulations, including employment practices when the Agreement covers a program whose goal is employment.

21.0 DEBARMENT AND SUSPENSION CERTIFICATION

A. CONSULTANT's signature affixed herein, shall constitute a certification under penalty of perjury under the laws of the State of California, that CONSULTANT has complied with Title 2 CFR, Part 180, "OMB Guidelines to Agencies on Government wide Debarment and Suspension (nonprocurement)", which certifies that he/she or any person associated therewith in the capacity of owner, partner, director, officer, or manager, is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency; has not been suspended, debarred, voluntarily excluded, or determined ineligible by any federal agency within the past three (3) years; does not have a proposed debarment pending; and has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years. Any exceptions to this certification must be disclosed to LOCAL AGENCY.

B. Exceptions will not necessarily result in denial of recommendation for award, but will be considered in determining CONSULTANT responsibility. Disclosures must indicate to whom exceptions apply, initiating agency, and dates of action.

C. Exceptions to the Federal Government Excluded Parties List System maintained by the General Services Administration are to be determined by the Federal highway Administration.

22.0 <u>NOTICES</u>

Any notice given under this Agreement shall be in writing and deemed given when personally delivered or deposited in the mail (certified or registered) addressed to the parties as follows:

Mr. Tim Eriksen ----------
City of Ukiah ----------
Department of Public Works ----------
300 Seminary Avenue ----------
Ukiah, CA 95482-5400

23.0 SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Agreement the Effective Date:

CONSULTANT

BY: _____ _____
---------- Date
PRINCIPAL

IRS IDN Number: ----------

CITY OF UKIAH

BY: _____ _____
Sage Sangiacomo Date
CITY MANAGER

ATTEST

_____ _____
CITY CLERK Date

APPROVED AS TO FORM

_____ _____
David J. Rapport Date
CITY ATTORNEY

EXHIBIT 10-O1 CONSULTANT PROPOSAL DBE COMMITMENT

1. Local Agency: _____ 2. Contract DBE Goal: _____

3. Project Description: _____

4. Project Location: _____

5. Consultant's Name: _____ 6. Prime Certified DBE: ☐

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %

Local Agency to Complete this Section			
17. Local Agency Contract Number: _____ 18. Federal-Aid Project Number: _____ 19. Proposed Contract Execution Date: _____		**11. TOTAL CLAIMED DBE PARTICIPATION**	**%**
Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.		IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.	
20. Local Agency Representative's Signature	21. Date	12. Preparer's Signature	13. Date
22. Local Agency Representative's Name	23. Phone	14. Preparer's Name	15. Phone
24. Local Agency Representative's Title		16. Preparer's Title	

DISTRIBUTION: Original – Included with consultant's proposal to local agency.

INSTRUCTIONS – CONSULTANT PROPOSAL DBE COMMITMENT

CONSULTANT SECTION

1. Local Agency - Enter the name of the local or regional agency that is funding the contract.
2. Contract DBE Goal - Enter the contract DBE goal percentage as it appears on the project advertisement.
3. Project Description - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc.).
4. Project Location - Enter the project location as it appears on the project advertisement.
5. Consultant's Name - Enter the consultant's firm name.
6. Prime Certified DBE - Check box if prime contractor is a certified DBE.
7. Description of Work, Services, or Materials Supplied - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
8. DBE Certification Number - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
9. DBE Contact Information - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
10. DBE % - Percent participation of work to be performed or service provided by a DBE. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
11. Total Claimed DBE Participation % - Enter the total DBE participation claimed. If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
12. Preparer's Signature - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
13. Date - Enter the date the DBE commitment form is signed by the consultant's preparer.
14. Preparer's Name - Enter the name of the person preparing and signing the consultant's DBE commitment form.
15. Phone - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
16. Preparer's Title - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

17. Local Agency Contract Number - Enter the Local Agency contract number or identifier.
18. Federal-Aid Project Number - Enter the Federal-Aid Project Number.
19. Proposed Contract Execution Date - Enter the proposed contract execution date.
20. Local Agency Representative's Signature - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
21. Date - Enter the date the DBE commitment form is signed by the Local Agency Representative.
22. Local Agency Representative's Name - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
23. Phone - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
24. Local Agency Representative Title - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

EXHIBIT 10-I NOTICE TO PROPOSERS DBE INFORMATION

The Agency has established a DBE goal for this Contract of **2** %

OR

The Agency has not established a goal for this Contract. However, proposers are encouraged to obtain DBE participation for this contract.

1. TERMS AS USED IN THIS DOCUMENT

- The term "Disadvantaged Business Enterprise" or "DBE" means a for-profit small business concern owned and controlled by a socially and economically disadvantaged person(s) as defined in Title 49, Code of Federal Regulations (CFR), Part 26.5.
- The term "Agreement" also means "Contract."
- Agency also means the local entity entering into this contract with the Contractor or Consultant.
- The term "Small Business" or "SB" is as defined in 49 CFR 26.65.

2. AUTHORITY AND RESPONSIBILITY

A. DBEs and other small businesses are strongly encouraged to participate in the performance of Contracts financed in whole or in part with federal funds (See 49 CFR 26, "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs"). The Consultant must ensure that DBEs and other small businesses have the opportunity to participate in the performance of the work that is the subject of this solicitation and should take all necessary and reasonable steps for this assurance. The proposer must not discriminate on the basis of race, color, national origin, or sex in the award and performance of subcontracts.

B. Proposers are encouraged to use services offered by financial institutions owned and controlled by DBEs.

3. SUBMISSION OF DBE INFORMATION

If there is a DBE goal on the contract, Exhibit 10-O1 *Consultant Proposal DBE Commitment* must be included in the Request for Proposal. In order for a proposer to be considered responsible and responsive, the proposer must make good faith efforts to meet the goal established for the contract. If the goal is not met, the proposer must document adequate good faith efforts. All DBE participation will be counted towards the contract goal; therefore, all DBE participation shall be collected and reported.

Exhibit 10-O2 *Consultant Contract DBE Information* must be included with the Request for Proposal. Even if no DBE participation will be reported, the successful proposer must execute and return the form.

4. DBE PARTICIPATION GENERAL INFORMATION

It is the proposer's responsibility to be fully informed regarding the requirements of 49 CFR, Part 26, and the Department's DBE program developed pursuant to the regulations. Particular attention is directed to the following:

A. A DBE must be a small business firm defined pursuant to 13 CFR 121 and be certified through the California Unified Certification Program (CUCP).

B. A certified DBE may participate as a prime consultant, subconsultant, joint venture partner, as a vendor of material or supplies, or as a trucking company.

C. A DBE proposer not proposing as a joint venture with a non-DBE, will be required to document one or a combination of the following:

1. The proposer is a DBE and will meet the goal by performing work with its own forces.
2. The proposer will meet the goal through work performed by DBE subconsultants, suppliers or trucking companies.
3. The proposer, prior to proposing, made adequate good faith efforts to meet the goal.

D. A DBE joint venture partner must be responsible for specific contract items of work or clearly defined portions thereof. Responsibility means actually performing, managing, and supervising the work with its own forces. The DBE joint venture partner must share in the capital contribution, control, management, risks and profits of the joint venture commensurate with its ownership interest.

E. A DBE must perform a commercially useful function pursuant to 49 CFR 26.55, that is, a DBE firm must be responsible for the execution of a distinct element of the work and must carry out its responsibility by actually performing, managing and supervising the work.

F. The proposer shall list only one subconsultant for each portion of work as defined in their proposal and all DBE subconsultants should be listed in the bid/cost proposal list of subconsultants.

G. A prime consultant who is a certified DBE is eligible to claim all of the work in the Contract toward the DBE participation except that portion of the work to be performed by non-DBE subconsultants.

5. RESOURCES

A. The CUCP database includes the certified DBEs from all certifying agencies participating in the CUCP. If you believe a firm is certified that cannot be located on the database, please contact the Caltrans Office of Certification toll free number 1-866-810-6346 for assistance.

B. Access the CUCP database from the Department of Transportation, Office of Business and Economic Opportunity Web site at: http://www.dot.ca.gov/hq/bep/.

1. Click on the link titled *Disadvantaged Business Enterprise*;
2. Click on Search for a DBE Firm link;
3. Click on *Access to the DBE Query Form* located on the first line in the center of the page.

Searches can be performed by one or more criteria. Follow instructions on the screen.

6. MATERIALS OR SUPPLIES PURCHASED FROM DBES COUNT TOWARDS THE DBE GOAL UNDER THE FOLLOWING CONDITIONS:

A. If the materials or supplies are obtained from a DBE manufacturer, count 100 percent of the cost of the materials or supplies. A DBE manufacturer is a firm that operates or maintains a factory, or establishment that produces on the premises the materials, supplies, articles, or equipment required under the Contract and of the general character described by the specifications.

B. If the materials or supplies purchased from a DBE regular dealer, count 60 percent of the cost of the materials or supplies. A DBE regular dealer is a firm that owns, operates or maintains a store, warehouse, or other establishment in which the materials, supplies, articles or equipment of the general character described by the specifications and required under the Contract are bought, kept in stock, and regularly sold or leased to the public in the usual course of business. To be a DBE regular dealer, the firm must be an established, regular business that engages, as its principal business and under its own name, in the

purchase and sale or lease of the products in question. A person may be a DBE regular dealer in such bulk items as petroleum products, steel, cement, gravel, stone or asphalt without owning, operating or maintaining a place of business provided in this section.

C. If the person both owns and operates distribution equipment for the products, any supplementing of regular dealers' own distribution equipment shall be, by a long-term lease agreement and not an ad hoc or Agreement-by-Agreement basis. Packagers, brokers, manufacturers' representatives, or other persons who arrange or expedite transactions are not DBE regular dealers within the meaning of this section.

D. Materials or supplies purchased from a DBE, which is neither a manufacturer nor a regular dealer, will be limited to the entire amount of fees or commissions charged for assistance in the procurement of the materials and supplies, or fees or transportation charges for the delivery of materials or supplies required on the job site, provided the fees are reasonable and not excessive as compared with fees charged for similar services.

EXHIBIT 15-H DBE INFORMATION —GOOD FAITH EFFORTS

DBE INFORMATION - GOOD FAITH EFFORTS

Federal-aid Project No. _____ Bid Opening Date _____

The _____established a Disadvantaged Business Enterprise (DBE) goal of _____% for this project. The information provided herein shows that a good faith effort was made.

Lowest, second lowest and third lowest bidders shall submit the following information to document adequate good faith efforts. Bidders should submit the following information even if the "Local Agency Bidder DBE Commitment" form indicates that the bidder has met the DBE goal. This will protect the bidder's eligibility for award of the contract if the administering agency determines that the bidder failed to meet the goal for various reasons, e.g., a DBE firm was not certified at bid opening, or the bidder made a mathematical error.

Submittal of only the "Local Agency Bidder DBE Commitment" form may not provide sufficient documentation to demonstrate that adequate good faith efforts were made.

The following items are listed in the Section entitled "Submission of DBE Commitment" of the Special Provisions:

A. The names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (please attach copies of advertisements or proofs of publication):

Publications	Dates of Advertisement

B. The names and dates of written notices sent to certified DBEs soliciting bids for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the DBEs were interested (please attach copies of solicitations, telephone records, fax confirmations, etc.):

Names of DBEs Solicited	Date of Initial Solicitation	Follow Up Methods and Dates

C. The items of work which the bidder made available to DBE firms including, where appropriate, any breaking down of the contract work items (including those items normally performed by the bidder with its own forces) into economically feasible units to facilitate DBE participation. It is the bidder's responsibility to demonstrate that sufficient work to facilitate DBE participation was made available to DBE firms.

Items of Work	Bidder Normally Performs Item (Y/N)	Breakdown of Items	Amount ($)	Percentage Of Contract

D. The names, addresses and phone numbers of rejected DBE firms, the reasons for the bidder's rejection of the DBEs, the firms selected for that work (please attach copies of quotes from the firms involved), and the price difference for each DBE if the selected firm is not a DBE:

Names, addresses and phone numbers of rejected DBEs and the reasons for the bidder's rejection of the DBEs:

_____
_____
_____
_____

Names, addresses and phone numbers of firms selected for the work above:

_____
_____
_____
_____

E. Efforts made to assist interested DBEs in obtaining bonding, lines of credit or insurance, and any technical assistance or information related to the plans, specifications and requirements for the work which was provided to DBEs:

_____
_____
_____
_____

F. Efforts made to assist interested DBEs in obtaining necessary equipment, supplies, materials or related assistance or services, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate:

_____
_____
_____
_____

G. The names of agencies, organizations or groups contacted to provide assistance in contacting, recruiting and using DBE firms (please attach copies of requests to agencies and any responses received, i.e., lists, Internet page download, etc.):

Name of Agency/Organization	Method/Date of Contact	Results

H. Any additional data to support a demonstration of good faith efforts (use additional sheets if necessary):

_____
_____

NOTE: USE ADDITIONAL SHEETS OF PAPER IF NECESSARY.

EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

1. Type of Federal Action:

☐ a. contract
b. grant
c. cooperative agreement
d. loan
e. loan guarantee
f. loan insurance

2. Status of Federal Action:

☐ a. bid/offer/application
b. initial award
c. post-award

3. Report Type:

☐ a. initial
b. material change

For Material Change Only:
year ____ quarter _____
date of last report _____

4. Name and Address of Reporting Entity

☐ Prime ☐ Subawardee
Tier _____, if known

Congressional District, if known

5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:

Congressional District, if known

6. Federal Department/Agency:

7. Federal Program Name/Description:

CFDA Number, if applicable _____

8. Federal Action Number, if known:

9. Award Amount, if known:

10. Name and Address of Lobby Entity

(If individual, last name, first name, MI)

11. Individuals Performing Services

including address if different from No. 10a
(If individual, last name, first name, MI)

(attach Continuation Sheet(s) if necessary)

12. Amount of Payment (check all that apply)

$ _____ ☐ actual ☐ planned

13. Form of Payment (check all that apply):

☐ a. cash
☐ b. in-kind; specify: nature _____
Value _____

14. Type of Payment (check all that apply)

☐ a. retainer
☐ b. one-time fee
☐ c. commission
☐ d. contingent fee
☐ e deferred
☐ f. other, specify _____

15. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 11:

16. Continuation Sheet(s) attached: **Yes** ☐ **No** ☐ (attach Continuation Sheet(s) if necessary)

17. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Signature: _____

Print Name: _____

Title: _____

Telephone No.: _____ Date:_____

Authorized for Local Reproduction

Standard Form - LLL

Federal Use Only:

Standard Form LLL Rev. 04-28-06

Distribution: Orig- Local Agency Project Files

INSTRUCTIONS FOR COMPLETING EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient at the initiation or receipt of covered federal action or a material change to previous filing pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for such payment or agreement to make payment to lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress an officer or employee of Congress or an employee of a Member of Congress in connection with a covered federal action. Attach a continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered federal action for which lobbying activity is or has been secured to influence, the outcome of a covered federal action.

2. Identify the status of the covered federal action.

3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last, previously submitted report by this reporting entity for this covered federal action.

4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional District if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the first tier. Subawards include but are not limited to: subcontracts, subgrants, and contract awards under grants.

5. If the organization filing the report in Item 4 checks "Subawardee" then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.

6. Enter the name of the federal agency making the award or loan commitment. Include at least one organization level below agency name, if known. For example, Department of Transportation, United States Coast Guard.

7. Enter the federal program name or description for the covered federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.

8. Enter the most appropriate federal identifying number available for the federal action identification in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract grant. or loan award number, the application/proposal control number assigned by the federal agency). Include prefixes, e.g., "RFP-DE-90-001."

9. For a covered federal action where there has been an award or loan commitment by the Federal agency, enter the federal amount of the award/loan commitments for the prime entity identified in item 4 or 5.

10. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.

11. Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (Ml).

12. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.

13. Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.

14. Check all boxes that apply. If other, specify nature.

15. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform and the date(s) of any services rendered. Include all preparatory and related activity not just time spent in actual contact with federal officials. Identify the federal officer(s) or employee(s) contacted or the officer(s) employee(s) or Member(s) of Congress that were contacted.

16. Check whether or not a continuation sheet(s) is attached.

17. The certifying official shall sign and date the form, and print his/her name title and telephone number.

Public reporting burden for this collection of information is estimated to average 30-minutes per response, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503. SF-LLL-Instructions Rev. 06-04

EXHIBIT 10-H1 COST PROPOSAL Page 1 of 3

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed ☐ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
(Project Manager)*			$	$
(Sr. Civil Engineer)			$	$
(Envir. Scientist)			$	$
(Inspector)**			$	$

LABOR COSTS

a) Subtotal Direct Labor Costs $ _____

b) Anticipated Salary Increases (see page 2 for calculation) $ _____

c) **TOTAL DIRECT LABOR COSTS** [(a) + (b)] **$** _____

INDIRECT COSTS

d) Fringe Benefits (Rate: _____%) e) Total Fringe Benefits [(c) x (d)] $ _____

Overhead (Rate: _____%) g) Overhead [(c) x (f)] $ _____

h) General and Administrative (Rate: _____%) i) Gen & Admin [(c) x (h)] $ _____

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] **$** _____

FIXED FEE k) **TOTAL FIXED FEE** [(c) + (j)] x fixed fee _____%] **$** _____

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs			$	$
Equipment Rental and Supplies			$	$
Permit Fees			$	$
Plan Sheets			$	$
Test			$	$

l) **TOTAL OTHER DIRECT COSTS** $ _____

m) **SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

Subconsultant 1: $ _____

Subconsultant 2: $ _____

Subconsultant 3: $ _____

Subconsultant 4: $ _____

m) **TOTAL SUBCONSULTANTS' COSTS** $ _____

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $ _____

TOTAL COST [(c) + (j) + (k) + (n)] $ _____

NOTES:

1. Key personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans.
3. Anticipated salary increases calculation (page 2) must accompany.

EXHIBIT 10-H1 COST PROPOSAL Page 2 of 3

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal	Total Hours per Cost Proposal		Avg Hourly Rate	**5 Year Contract Duration**
$250,000.00	5000	=	$50.00	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)

	Avg Hourly Rate		Proposed Escalation			
Year 1	$50.00	+	2%	=	$51.00	Year 2 Avg Hourly Rate
Year 2	$51.00	+	2%	=	$52.02	Year 3 Avg Hourly Rate
Year 3	$52.02	+	2%	=	$53.06	Year 4 Avg Hourly Rate
Year 4	$53.06	+	2%	=	$54.12	Year 5 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal		Total Hours per Year	
Year 1	20.0%	*	5000	=	1000	Estimated Hours Year 1
Year 2	40.0%	*	5000	=	2000	Estimated Hours Year 2
Year 3	15.0%	*	5000	=	750	Estimated Hours Year 3
Year 4	15.0%	*	5000	=	750	Estimated Hours Year 4
Year 5	10.0%	*	5000	=	500	Estimated Hours Year 5
Total	100%		Total	=	5000	

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		Cost per Year	
Year 1	$50.00	*	1000	=	$50,000.00	Estimated Hours Year 1
Year 2	$51.00	*	2000	=	$102,000.00	Estimated Hours Year 2
Year 3	$52.02	*	750	=	$39,015.00	Estimated Hours Year 3
Year 4	$53.06	*	750	=	$39,795.30	Estimated Hours Year 4
Year 5	$54.12	*	500	=	$27,060.80	Estimated Hours Year 5
	Total Direct Labor Cost with Escalation			=	$257,871.10	
	Direct Labor Subtotal before Escalation			=	$250,000.00	
	Estimated total of Direct Labor Salary Increase			=	**$7,871.10**	Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable. (i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

EXHIBIT 10-H1 COST PROPOSAL Page 3 of 3

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. Title 23 United States Code Section 112 - Letting of Contracts
4. 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5. 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
6. 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.
Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: _____ Title *:_____

Signature : _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

EXHIBIT 10-H2 COST PROPOSAL Page 1 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant _____ ☐ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Project No. _____ Contract No. _____ Participation Amount $_____ Date _____

For Combined Rate				
	Fringe Benefit %	+ General &Administrative %	=	Combined ICR%
OR				
For Home Office Rate				
	Fringe Benefit %	+ General &Administrative %	=	Home Office ICR%
For Field Office Rate				
	Fringe Benefit %	+ General &Administrative %	=	Field Office ICR%

Fee	=	%

BILLING INFORMATION / CALCULATION INFORMATION

Name/Job Title/Classification[1]	Hourly Billing Rates[2] Straight[3]	OT(1.5x)	OT(2x)	Effective Date of Hourly Rate From	To	Actual **or** Avg. Hourly Rate[4]	% or $ Increase	Hourly Range - for Classifications Only
John Doe – Project Manager *	$0.00	$0.00	$0.00	01/01/2016	12/31/2016	$0.00		Not Applicable
Civil Engineer II	$0.00	$0.00	$0.00	01/01/2017	12/31/2017	$0.00	0.0%	
	$0.00	$0.00	$0.00	01/01/2018	12/31/2018	$0.00	0.0%	
Sue Jones – Construction	$0.00	$0.00	$0.00	01/01/2016	12/31/2016	$0.00		Not Applicable
Engineer/Inspector	$0.00	$0.00	$0.00	01/01/2017	12/31/2017	$0.00	0.0%	
Engineer I	$0.00	$0.00	$0.00	01/01/2018	12/31/2018	$0.00	0.0%	
Buddy Black – Claims Engineer	$0.00	$0.00	$0.00	01/01/2016	12/31/2016	$0.00		Not Applicable
Engineer III	$0.00	$0.00	$0.00	01/01/2017	12/31/2017	$0.00	0.0%	
	$0.00	$0.00	$0.00	01/01/2018	12/31/2018	$0.00	0.0%	
Land Surveyor **	$0.00	$0.00	$0.00	01/01/2016	12/31/2016	$0.00		$00 - $00
	$0.00	$0.00	$0.00	01/01/2017	12/31/2017	$0.00	0.0%	$00 - $00
	$0.00	$0.00	$0.00	01/01/2018	12/31/2018	$0.00	0.0%	$00 - $00
Technician	$0.00	$0.00	$0.00	01/01/2016	12/31/2016	$0.00		$00 - $00
	$0.00	$0.00	$0.00	01/01/2017	12/31/2017	$0.00	0.0%	$00 - $00
	$0.00	$0.00	$0.00	01/01/2018	12/31/2018	$0.00	0.0%	$00 - $00

(Add pages as necessary)

NOTES:
1. Key personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**).All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended.
3. Billing rate = actual hourly rate * (1+ ICR) * (1+ Fee). Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.
4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant _____ ☐ Prime Consultant ☐ Subconsultant

Project No. _____ Contract No. _____ Date _____

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	**Quantity**	**Unit**	**Unit Cost**	**Total**
Mileage Costs			$	$
Equipment Rental and Supplies			$	$
Permit Fees			$	$
Plan Sheets			$	$
Test			$	$
Vehicle			$	$
Subconsultant 1:				$
Subconsultant 2:				$
Subconsultant 3:				$
Subconsultant 4:				$
Subconsultant 5:				$

Note: Add additional pages if necessary.

NOTES:
1. List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.

7. If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
8. If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is its standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
9. The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
10. Add additional pages if necessary.
11. Subconsultants must provide their own cost proposals.

EXHIBIT 10-H2 COST PROPOSAL Page 3 of 3

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

7. Generally Accepted Accounting Principles (GAAP)
8. Terms and conditions of the contract
9. Title 23 United States Code Section 112 - Letting of Contracts
10. 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
11. 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
12. 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title *: _____

Signature : _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

EXHIBIT 10-H3 COST PROPOSAL Page 1 of 2

COST PER UNIT OF WORK CONTRACTS

(GEOTECHNICAL AND MATERIAL TESTING)

Note: Mark-ups are Not Allowed ☐ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Consultant _____

Project No. _____ Contract No. _____ Date _____

Unit/Item of Work:
(Example: Log of Test Boring for Soils Report, or ADL Testing for Hazardous Waste Material Study)
Include as many Items as necessary.

DIRECT LABOR	Hours	Billing Hourly Rate ($)	Total ($)
Professional (Classification)*	_____	_____	_____
Sub-professional/Technical**	_____	_____	_____
EQUIPMENT 1 (with Operator)	_____	_____	_____
EQUIPMENT 2 (with Operator)	_____	_____	_____

Consultant's Other Direct Costs (ODC) – Itemize:

Description of Item	Quantity	Unit	Unit Cost	Total
ODC Example: Travel/Mileage Costs			$	$
ODC Example: Mobilization/De-mobilization			$	$
ODC Example: Supplies/Consumables			$	$
ODC Example: Report			$	$
ODC (List more ODCs as applicable)			$	$
Subconsultant 1:				$
Subconsultant 2:				$
Subconsultant 3:				$
Subconsultant 4:				$
Subconsultant 5:				$

Note: Attach additional pages if necessary.

TOTAL COST PER UNIT OF WORK **$_____**

NOTES:

1. Key personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals. The cost proposal format shall not be amended.
2. Hourly billing rates should include prevailing wage rates and be consistent with publicly advertised rates charged to all clients (Commercial, Private or Public).
3. Mobilization/De-mobilization is based on site location and number and frequency of tests/items.
4. ODC items shall be based on actual costs and supported by historical data and other documentation.
5. ODC items that would be considered "tools of the trade" are not reimbursable.
6. Billing Hourly Rates must be actual, allowable, and reasonable.

EXHIBIT 10-H3 COST PROPOSAL Page 2 of 2

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

13. Generally Accepted Accounting Principles (GAAP)
14. Terms and conditions of the contract
15. Title 23 United States Code Section 112 - Letting of Contracts
16. 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
17. 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
18. 48 Code of Federal Regulation Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Prime Consultant or Subconsultant Certifying:

Name: _____ Title*: _____

Signature : _____ Date of Certification (mm/dd/yyyy): _____

Email: _____ Phone Number: _____

Address: _____

* An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

City of Ukiah

February 8, 2019

ADDENDUM NO. 1

SUBJECT: Downtown Streetscape, Road Diet, & Utilities Project

To all Prospective Consultants:

INCLUDED HEREWITH IS ADDENDUM NO.1 for the subject project

1. On page 8, please add the following statement to the paragraph for Construction Phase Authorization: "After the respective Allocation Request and Authorization Request have been obtained, the City may add additional construction phase services such as construction management and inspection, to the Consultant's scope of work. This potential work should not be included in proposals submitted for this project. However, if the City chooses this option an amendment to the selected Consultant's contract will be negotiated."
2. On Page 8, please strike out the requirement for a Caltrans encroachment permit: "~~Consultant shall identify in proposal if there are any other items that they anticipate will need to be addressed in order to obtain an encroachment permit from Caltrans.~~"
3. On page 14, the Evaluation Criteria shall be changed as follows:

No.	Written Evaluation Criteria	Weight
1	Completeness of Response	Pass/Fail
2	Qualifications & Experience	25
3	Organization & Approach	20
4	Scope of Services to be Provided	20
5	Schedule of Work	25
6	Conflict of Interest Statement	Pass/Fail
7	~~Local Presence~~	~~5~~
8	References	10
	Total:	100

4. On page 15, please change the Evaluation Criteria as follows: "5. Schedule of Work (25 points)
5. On Page 15, please strike out the Evaluation Criteria for Local Presence:
   ~~"7. Local Presence (5 points)~~

   ~~a. A statement addressing firm's ability to establish an office within the County or surrounding area."~~

6. On page 16, please change the Weighted score table as follows:

No.	Evaluation Criteria	Rating (0-5)	Weight	Score (Rating x Weight)
1	Completeness of Response	N/A	Pass/Fail	Pass/Fail
2	Qualifications & Experience		25	
3	Organization & Approach		20	
4	Scope of Services to be Provided		20	
5	Schedule of Work		25	
6	Conflict of Interest Statement	N/A	Pass/Fail	Pass/Fail
~~7~~	~~Local Presence~~		~~5~~	
8	References		10	
		Total:	100	

The proposal due date for this project will remain the same: **12:00 PM, February 13, 2019.**

IF YOU SUBMIT A PROPOSAL, ACKNOWLEDGMENT OF THIS ADDENDUM MUST BE SHOWN ON THIS ADDENDUM. IN ADDITION THIS SIGNED ACKNOWLEDGEMENT MUST BE SUBMITTED WITH THE PROPOSAL.

This Addendum is being sent to you in order that this office may be assured all consultants have received same. It should be noted it is the responsibility of the consultant to notify all prospective sub consultants of any and all changes.

Sincerely,

Richard J. Seanor
Deputy Director of Public Works

ACKNOWLEDGEMENT

I hereby acknowledge that I have received this Addendum No. 1 and have reviewed and considered it before submitting my proposal.

Signed: _____ Date:_____

Print Name: _____

City of Ukiah

Proposal for Downtown Streetscape, Road Diet and Utilities Project

February 13, 2019

Table of contents

This page intentionally left blank

1 | INTRODUCTORY LETTER

We recognize that the Downtown Streetscape Project can be a vehicle for the City's renaissance by establishing a framework for a cohesive sense of place, elevating the city's identity, and strengthening linkages between the City's "main street" and associated downtown areas.

February 13, 2019

Attn: Richard Seanor
City of Ukiah
Department of Public Works
300 Seminary Avenue
Ukiah, CA 95482-5400

Re: Downtown Streetscape, Road Diet & Utilities Project

Dear Mr. Seanor and Selection Panel Members:

GHD is pleased to submit the following Proposal for professional engineering design and right-of-way (ROW) services for the Downtown Streetscape, Road Diet, and Utilities Project ("Project"). GHD recognizes this Project is much more than an engineering design project. While complex in its technical and management requirements, the design and development of the Downtown Streetscape Project marks a significant chapter in the successful evolution of the Downtown, and more importantly Ukiah. The Project will become a critical part of Ukiah's urban fabric and image, and become a catalyst of growth for Downtown Ukiah. We understand that the Project will stimulate revitalization and attract pedestrians and associated economic vitality along and adjacent to this critical segment of the Downtown framework.

GHD and our Team have followed this Project from the very beginning and are intimately familiar with the services required. We have completed numerous similar projects locally and afar, and understand that nearly all core disciplines will be required to successfully complete the Project. A sample list of services includes PM, CTC approval, landscape architecture, ROW appraisal and acquisition, public outreach, engineering design, and NEPA/CEQA compliance, we have the skills to deliver the Project. We have also identified other optional or recommended services to meet the needs of the Project, including geotechnical engineering, HAZMAT assessment, potholing, and updated traffic/bike/ped counts. We hope to have an opportunity to review the scope of work and approach to the Project with the City to establish the work plan. This is a truly unique Project that the entire GHD Team is excited to help the City deliver to improve the overall community of Ukiah.

The following section includes our Executive Summary, which expands on our approach to the Project, the services required to complete the Project, and the value proposition the GHD Team brings to the City. Our Team is truly commited and excited to help you deliver this transformational Downtown Project. We look forward to your response and the opportunity to move this pivotal City Project into reality.

GHD acknowledges receipt of all addenda issued for this RFP (Addendum #1, dated February 8, 2019). The signed copy of the Addendum Acknowledgement can be found at the end of Section 5 in the Supplemental Information. This proposal addresses all terms and conditions of the request for proposal (RFP).

GHD's main point of contact:
Matt Kennedy, PE, TE, Project Manager
2235 Mercury Way, Suite 150, Santa Rosa, CA 95407
T +1 707 540 9687 | M +1 707 540 3376

Sincerely,

GHD Inc.

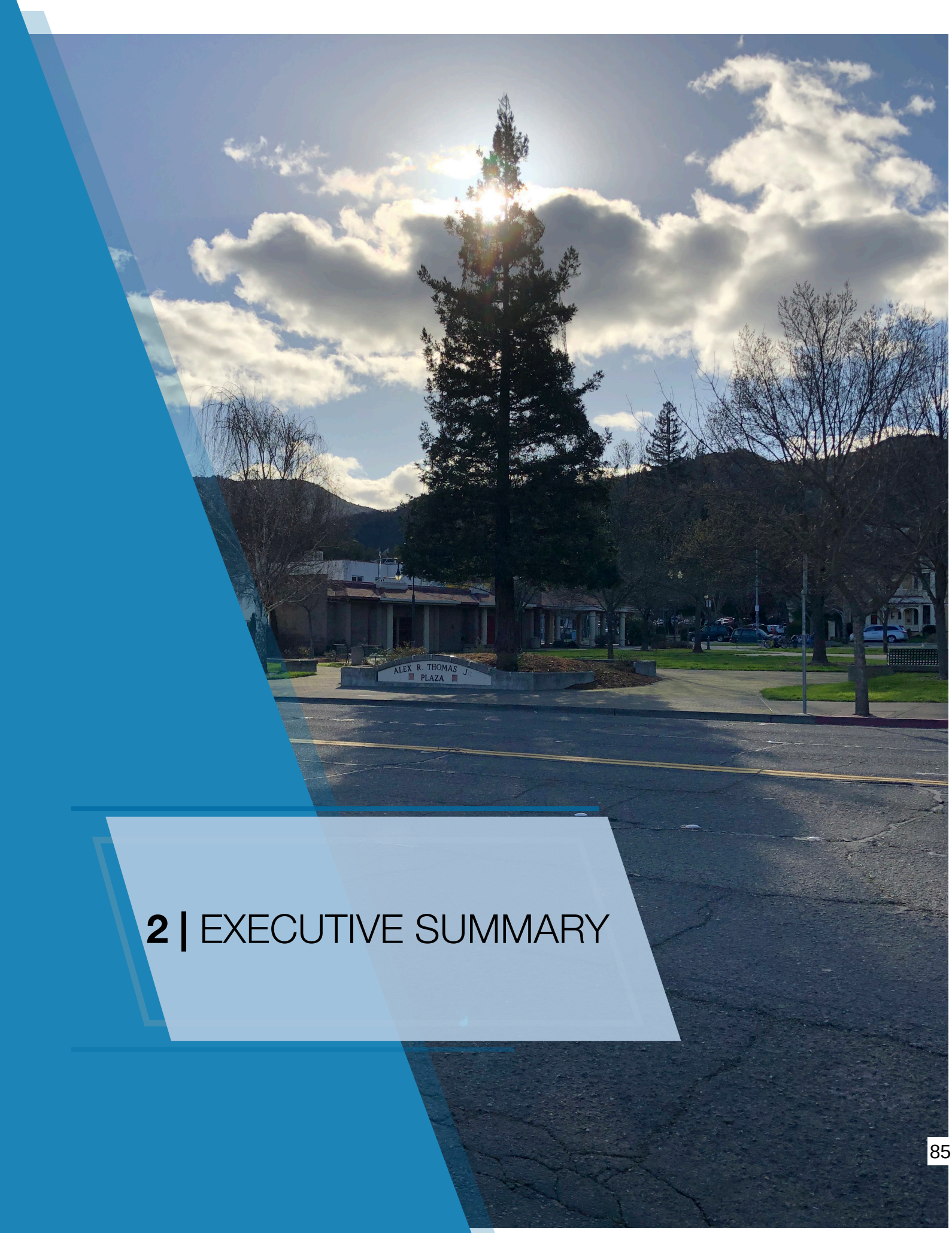
William Silva, PE, Principal*
T +1 707 484 8236 | bill.silva@ghd.com

Matt Kennedy, PE, TE, Project Manager
T +1 707 540 9687 | matt.kennedy@ghd.com

**Authorized firm representative*

GHD Inc.
2235 Mercury Way, Suite 150, Santa Rosa, CA 95407
P +1 707 523 1010 | F +1 707 527 8679

This page intentionally left blank



2 | EXECUTIVE SUMMARY

GHD has assembled the ideal Team for the Ukiah Downtown Streetscape, Road Diet, and Utilities Project. In addition to our extensive qualifications on similar projects, as a long-time partner of the City, we are truly committed to helping the City deliver this fast-tracked, high-profile CIP Project. To illustrate this commitment, our Team has already started into the Project with drone flights, urban design renderings, property owner research, and a contamination search. Understanding that the RFP schedule is exceptionally aggressive, we have established an approach that seeks to help the City achieve its goals.

The following are unique values GHD brings to the City and are highlights from our proposal:

- Unmatched downtown road diet expertise along the former Highway 101 corridor
- Proven team on the delivery of comparable northern California downtown/phased corridors
- Expertise in CTC processing and GHD staff that are former Caltrans Directors and Headquarter Leads
- Teaming partner that led the traffic work on the Project's initial 2009 Planning Documents
- Committed team
- Extensive resources and internal expertise for the Project size, scope diversity, and schedule
- Innovative solutions (Permits to Enter, HAZMAT Pre-Assessment, Parallel Efforts)

QUALIFICATIONS AND EXPERIENCE

The Project requires a thoughtful approach and a team with an outstanding track-record and expertise in the delivery of complete street/road diet projects – including within Downtowns and city corridors. Complete Streets, Green Streets, Smart Streets, Road Diets, or by any other name, GHD has provided municipal roadway solutions and revitalization projects for communities across Northern California and is ready to apply that expertise on the Ukiah Downtown Project. Our extensive experience of planning and design provides a "real world" perspective when determining the optimal improvements for your community, adjacent owners, and the City. GHD is hopeful that, through our proposal and extensive qualifications, we illustrate our ability to provide the City with the most highly qualified team for the Ukiah Project.

Cloverdale Boulevard Streetscape

ORGANIZATION AND APPROACH

With over 90 years in business, GHD brings the strength and stability of 10,000 staff across the globe. With eight offices in Northern California and 400 staff in the west, GHD has the resources and expertise to see the Project through from design through construction.

GHD is excited to bring our Team to the City and Project. The composition of the key GHD Team members and their roles: **GHD -** Prime, PM, Civil, Traffic, Environmental, Electrical, Structural, Geotech, Utilities, CTC/CT Processing; **W-Trans –** Signing/Striping Plan, Optional Study Revalidation, Continuity; **WRT –** Landscape Architecture, Public Outreach Lead, Irrigation; **AR/WS –** Right-of-Way (ROW) Consulting; **CPI** – Topo Survey, ROW Survey, ROW Legals. This is an established Team; members of this Team have worked together for over 15 years, including the delivery of multiple similar Downtown Projects.

Our team will be led by a proven, dual-licensed PE/TE Project Manager, Matt Kennedy, with recent relevant road projects for the City that have included utilities, LID and other common elements. Additionally, he will be supported by a Deputy Project Manager, Jeremy Schmal, PE, to help achieve the fast-tracked schedule and extensive communication that will be required.

Our Project Management Approach includes early stakeholder meetings, extensive outreach to adjacent property owners, and continual communication across the Team and with the City. We will hold regular meetings to review key elements of the Project and to keep the critical path in view at all times.

SCOPE OF WORK (AND TECHNICAL APPROACH)

GHD's Team has delivered multiple projects similar to the Ukiah Downtown Project. Through this experience, we have developed a comprehensive, detailed scope of work to deliver this high-profile, fast-paced Project.

We have established a list of the milestone deliverables to ensure a coordinated project delivery.

Visualizing the transformation: The improvements to State Street will be transformational for Ukiah's Downtown. Already, our Team has flown the corridor with a drone and created a birds-eye visualization. Per the design concept, widened sidewalks, lane reductions, new street trees, high-visibility crosswalks, decorative paving, and corner seating in bulb-outs are shown. After the kick-off, we are excited to explore further design elements such as special paving at on-street parking, LID stormwater treatment areas, pedestrian-scaled decorative streetlights, identity features, and opportunities for public art. We will prepare additional graphics to communicate the exciting design ideas.

We propose to hold an initial scoping meeting with the City to review opportunities to reduce the cost of the project and the schedule. For example, we would consider the use of "Permits to Enter" as an alternative to conventional TCEs. Because of Federal-funding and the 76 adjacent owners, the standard ROW process for the Project could extend far beyond the desired schedule. Through our proposed approach, it will give the City an opportunity to achieve its goals. Other anticipated technical challenges have been identified, and our approach and innovative ideas to each are discussed in detail.

GHD Team's Initial Rendering at Perkins

Visualizing the Transformation

SCHEDULE, COI, LITIGATION, PSA, FEDERAL AID

GHD will initiate the Project and advance work as quickly as possible; simultaneously, we will begin to build the case for an extension to CTC approval, just in case that approach is needed.

GHD does not have a conflict of interest for the Project. Additionally, GHD has worked with the City on numerous projects and is confident that we can agree to terms on Project contracting. GHD has provided all the requested Federal forms in the RFP; we propose to review other Federal forms that may be required with the City.

TEAM COMMITMENT

GHD is thankful to the City of Ukiah for this opportunity and extends our Team's highest commitment to the delivery of this exciting project. Though approach and qualifications are paramount to the project, we recognize that commitment is the intangible component that drives a successful project.

3 | CONSULTANT INFO, QUALIFICATIONS & EXPERIENCE

THE RIGHT TEAM

For over 60 years, GHD has been active in the design and development of numerous high-visibility fast-track CIP projects in Northern California. We are a recognized leader in the design of multi-discipline infrastructure projects. Sensitive to community and agency concerns, we offer strong project management to keep projects on schedule and within budget. GHD's "total project" expertise and service-oriented approach will be vital to the execution of this contract.

The projects listed in this section demonstrate the technical capabilities and experience of our project team's work similar to the City's Downtown Streetscape, Road Diet and Utilities Project (Project). They illustrate our ability to address complex issues and demonstrate our history of working as a collaborative team. Client references are included within the detailed project descriptions and in Section 11.

GHD has completed over 350 roundabout designs and 50 streetscape improvement projects across California. In particular, GHD has successfully delivered numerous similar Caltrans corridor redevelopment and revitalization projects. This specific expertise affords us a unique understanding of the inherent design and management elements in a project of this nature, including potential challenges and opportunities. These challenges and opportunities have led GHD to develop various innovative solutions and resulted in improved project outcomes.

While straightforward in concept, we recognize that this Project is complex at the management, detailed design, and construction levels. However, since we have been down this path, GHD can establish a proven project approach, proactively address project issues before they become problematic, infuse innovative solutions, and help lead the City to successful project delivery.

The matrix on page 13 illustrates just a handful of GHD's projects performed in California, summarizing the depth and breadth of our relevant experience on similar projects. Collectively, our extensive state-wide experience, united with a local team, provides the City with the assurance that the final project will, most importantly, be designed appropriately to promote safety and functionality, but will also be designed to reflect and enhance the City's unique character.

Though many of the projects referenced in the matrix could be discussed at length, we have selected the nine most relevant projects delivered in the last five years upon which to expand. As described above, these projects include similar elements and services to those which the City is seeking.

GHD at-a-glance

PROJECTS DESIGNED IN THE PAST 5 YEARS

Willits Main Street Road Diet

Contracting Agency
City of Willits

Contracting Agency Project Manager
Dusty Duly, City Planner

Contracting Agency Contact
T +1 707 459 4601; dduley@cityofwillits.org

Funding Source
Caltrans Sustainable Transportation Planning Grant and City local matching funds

Date of Contract
2016

Date of Completion
2016

Consultant Project Manager & Contact
John Gibbs, Principal (WRT); T +1 415 229 2806; jgibbs@wrtdesign.com
Bill Silva, Principal (GHD); T +1 707 523 1010; bill.silva@ghd.com

Project Objective
Willits is one of many small, charming cities in the forested Northern California County of Mendocino. Until recently, it was bisected by US 101, one of the most heavily traveled roads in the area. It has long been both lifeblood - bringing summer tourists and conduit for the daily transport of goods statewide - and a scourge - a source of massive congestion and safety concerns. As a State-owned and operated highway, it had been difficult to truly transform the City's main artery into a thread that binds the community together. With the completion of a highway bypass in November 2016, this dynamic changed; the City and its people could guide Main Street's future.

Project Description
Working with Caltrans in preparation for the opening of the bypass and the transfer of this 3-mile segment of road, the City hired WRT to lead the redesign of this now local thoroughfare – from state highway to the center of community life. Now, unburdened of regional traffic and under the jurisdiction of the City, it was important to employ a robust community outreach effort to ensure that Main Street became exactly what the people of Willits needed and wanted. The cornerstone of the process was a week-long community charrette anchored by a series of meetings with stakeholders, emergency responders and the public. Provided with a downtown store front as a base of operations, WRT staff and transportation and engineering team members drew inspiration from the historic downtown masonry buildings, stories from long-time residents, and the creeks coursing from the surrounding hills crossing Main Street at bridges. As part of the WRT Team, Bill Silva served as GHD's project principal, and Matt Wargula served as the Coordinator with Caltrans.

Project Outcome
The Main Street Willits Corridor Plan – which addresses topics including traffic calming, pedestrian safety, street trees, and community gateways – was unanimously approved by City Council on December 6, 2016. The project was completed on time and within budget, and GHD's final fees were below budget. Relevancies include:

- Federally-funded
- Road diet
- Pavement rehabilitation
- Pedestrian enhancements
- Extensive Caltrans coordination
- Bike lanes
- Local Downtown and Former Highway 101
- Public outreach
- GHD teamed with WRT

East Broadway Road Complete Street

Contracting Agency
City of Long Beach

Contracting Agency Project Manager
Onofre Ramirez, PE; Senior Engineer

Contracting Agency Contact
T +1 562 570 6183; onofre.ramirez@longbeach.gov

Funding Source
Measure A Funds

Date of Contract
2017

Date of Completion
2018

Consultant Project Manager & Contact
Sarmad Farjo, PE; T +1 949 585 5238; sarmad.farjo@ghd.com

Project Objective
The Broadway Corridor is the first and largest infrastructure project from Measure A funds and will include improved and widened sidewalks, new pavement,increased public real estate at intersections, bike lanes, and a road reconfiguration that will slow down vehicles in what business owners and residents alike have described as a "speedway" for drivers desperate to connect to DTLB or access the 710 further west.

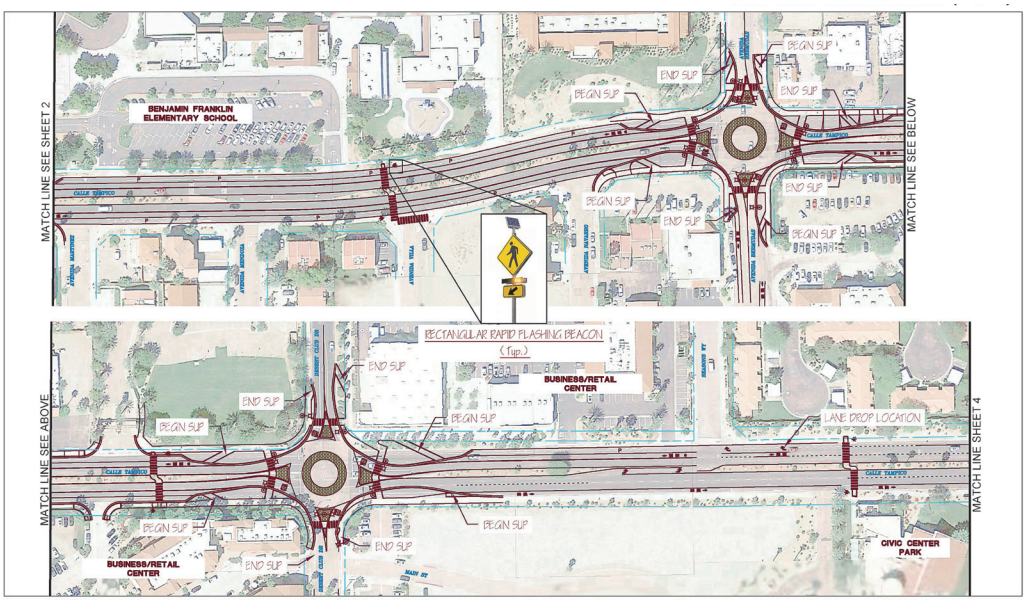
Project Description
GHD was selected to redevelop a two-mile segment of East Broadway in the City of Long Beach, CA, to create a multi-modal street that will improve overall mobility and the quality of life for residents in the area. The segment starts just east of downtown at Alamitos Avenue and goes east through Alamitos Beach to Bluff Park, ending at RedondoAvenue. It was redesigned to improve pavement surface; address drainage; and included designated pedestrian, bike, and transit lanes, creating a safe and accessible “complete street.” Project elements included:

- **Roadway Rehabilitation:** Existing pavement was thoroughly investigated, and a unique pavement design was provided that would allow rehabilitation of existing pavement structure without complete replacement while still meeting the design goals of the project.
- **Drainage/Permits:** Existing drainage structures were preserved when possible. Existing constraints on both sides of the street did not allow significant change in the roadway profile.
- **Bikeway Facilities:** Existing conditions of roadway did not include any bikeway facilities. Project proposed installation of Class IV Separated Bikeway (Cycle Tracks).
- **Utilities:** GHD coordinated with many utility owners to relocate or adjust their utilities.
- **Value Engineering:** GHD completed value engineering for the project to best utilize all funds and grants that could provide economic benefits to the City.
- **Community Outreach:** The project was very controversial and required extensive community outreach. GHD supported the City of Long beach on their outreach effort and provided a 3D fly-through video to help and support the outreach effort.

Project Outcome
The design phase was completed within schedule and the project is projected to be completed by April 2019. The City of Long Beach is very pleased with GHD’s performance on this project. Relevancies include:

- Federally-funded
- Downtown
- Road Diet
- Complete street
- Separated bikeway
- Public Outreach

La Quinta Village Road Diet



Contracting Agency
City of La Quinta

Contracting Agency Project Manager
Ed Wimmer, PE, Principal Engineer

Contracting Agency Contact
T: +1 760 777 7088

Funding Source
Active Transportation Program (ATP) Grant

Date of Contract
2016

Date of Completion
Ongoing (Design Phase)

Consultant Project Manager & Contact
Lindsey VanParys, PE; T +1 425 563 6500;
Lindsey.VanParys@ghd.com

Project Objective
La Quinta was seeking to update their downtown area by improving pedestrian and bicycle access and safety. GHD (formerly Omni-Means) and the City worked together to find a solution that would meet these needs.

Project Description
GHD assisted the City in preparing the Cycle 3 Active Transportation Program (ATP) Grant application by providing the conceptual design, preliminary costs estimates, cost/benefit analysis, and assisting with the preparation of various narrative responses. Being awarded funds through the ATP grant program, the City hired GHD to perform the work to bring the complete street to design and completion. This project is entering the environmental and design phases.

Tasks already performed:

- Conceptual design
- Preliminary costs estimates
- Cost/benefit analysis
- Preparation of Cycle 3 Active Transportation Program grant application
- Pedestrian and bicycle counts

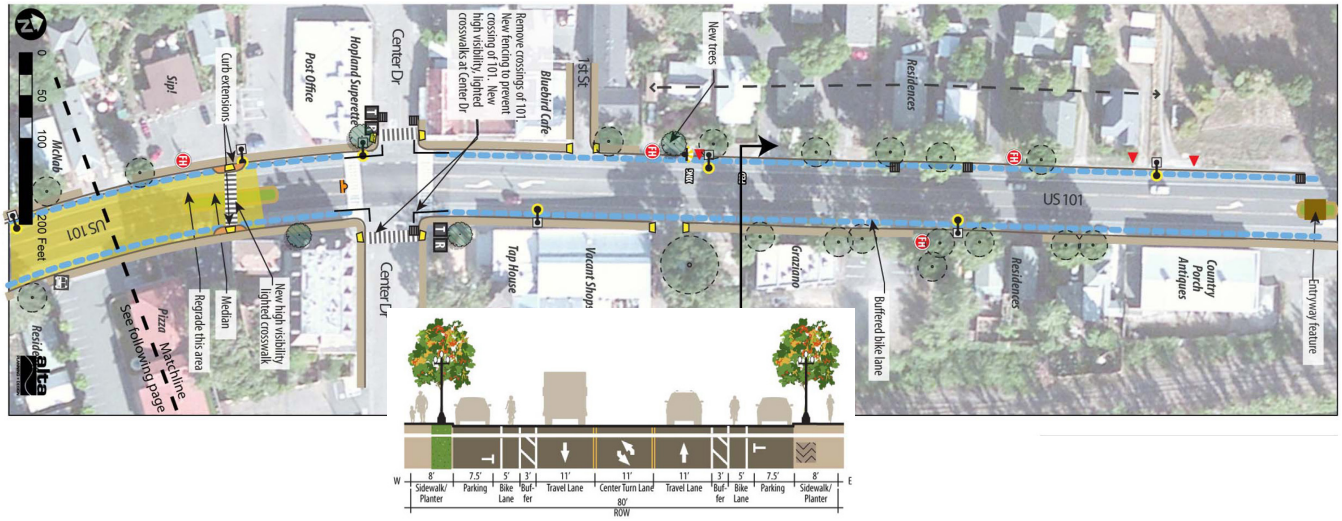
Further tasks for this project will include:

- Pre- and post-construction pedestrian and bicycle counts
- NEPA preparation and coordination
- Preliminary engineering
- Public outreach
- Preparation of PS&E
- ROW Coordination and Engineering
- Utility Coordination
- Bidding and Construction Support

Project Outcome
The solution was the installation of five roundabouts along three streets, which provide the capacity to handle the existing and future traffic, while reducing the number of through lanes from four to two. This allowed for room to accommodate bicycles, pedestrians, and vehicles all with minimal ROW impacts. Relevancies include:

- Federally-funded
- Downtown
- Road diet
- Complete street
- Roundabouts
- Bike lanes
- Pedestrian enhancements

Hopland Main Street Corridor Engineered Feasibility Study



Contracting Agency
Mendocino Council of Governments (MCOG)

Contracting Agency Project Manager
Loretta Ellard, Assistant Executive Director

Contracting Agency Contact
T +1 707 463 1806; lellard@dbcteam.net

Funding Source
State of California Planning & Research Grant

Date of Contract
2014

Date of Completion
2015

Consultant Project Manager & Contact
Steve Weinberger, PM (W-Trans); T +1 707 542 9500; sweinberger@w-trans.com
Bill Silva, Principal (GHD); T +1 707 540 9014; bill.silva@ghd.com

Project Objective
The Hopland Main Street Corridor Engineering Feasibility Study examined transportation alternatives that would optimize capacity and operation of the existing roadway facilities and provide a complete street environment on US 101 through the downtown Hopland area and on SR 175-Main Street in the Old Hopland area.

Project Description
The recommended improvements were selected due to their potential to enhance mobility, connectivity, safety, and accessibility for roadway users of all ages and abilities, including automobiles, trucks, transit-users, bicyclists, and pedestrians. The process included a multi-day public design charrette and follow-up public workshop.

Project Outcome
W-Trans developed geometric concept plans for US 101 and SR 175 through Hopland, cost estimates for improvements, a Preliminary Environmental Assessment and project prioritization. The plan was adopted by MCOG in 2015.

Relevancies include:

- Local downtown
- 101 corridor
- Caltrans coordination
- GHD teamed with W-Trans

PROJECTS DESIGNED & CONSTRUCTED IN THE PAST 5 YEARS

Healdsburg Avenue & 5-Way Roundabout

Contracting Agency
City of Healdsburg

Contracting Agency Project Manager
Brent Salmi, Former City of Healdsburg Public Works Director

Contracting Agency Contact
T +1 925 323 0020; bsalmi@outlook.com

Funding Source
City of Healdsburg Redevelopment Funds

Date of Contract
2015

Date of Completion
2018

Consultant Project Manager & Contact
Bill Silva, Principal (GHD); T +1 707 540 9014; bill.silva@ghd.com

Project Objective
Located south of the downtown business area and historic square, this comprehensive gateway, streetscape, and utility improvement project is envisioned to set the stage for redevelopment in Healdsburg.

Project Description
The Healdsburg Avenue and 5-Way Roundabout Improvements Project was approximately 1,250 feet long and was a comprehensive gateway, streetscape, railroad crossing, utility undergrounding, and utility improvement project. The corridor improvements set the stage for area redevelopment, corridor efficiency, and enhanced safety. Key design features included the Foss Creek Improvement Area, Overhead Utility Undergrounding Rule 20, underground utilities rehabilitation and extension, roadway corridor design, and the 5-Way roundabout design. Design features in the pedestrian realm included the addition of landscape planters utilizing native materials, street furnishings, unified signage, water features, and pedestrian crosswalks. the project included acquisition of a parcel and building demolition. Project permitting included RWQCB, NOAA, NMFS, Fish & Wildlife, among others.

The project included the narrowing of Healdsburg Avenue (from two to one lane in each direction), widening of sidewalks, extensive landscaping, street furniture, and installation of parking along the Avenue. A vital part of the design process included working with the residents, downtown property owners, and merchants through an extensive outreach and education process to vet urban design components, landscape palettes, and construction-sequencing plan to ensure the appropriate design and continued access to the businesses in the project area.

Project Outcome
The existing, signalized 5-way was reconstructed as a single-lane roundabout to improve safety, capabity and the community's image. An abandoned gas station was acquired and demolished, and disruptions to nearby businesses and the flow of traffic were avoided for this highly visited tourist destination. Relevancies include:

- Road Diet
- Downtown/Former Hwy 101
- Public Outreach
- Pedestrian enhancements
- GHD with AR\WS on the team

"GHD and their team led a comprehensive public outreach, permitting, and engineering design process for this high-profile and contentious roundabout and complete utilities replacement project in the core of our downtown. Bill and his team excelled at balancing the needs of the community, businesses, and City while meeting numerous project challenges and the project schedule on this complex roundabout with rail project."

Brent Salmi, PE, Former Public Works Director, City of Healdsburg

Redwood Business Park Transportation Improvements & Talmage Road Interchange

ACEC North Coast Chapter 2018 "Public Works Project of the Year"
ACEC California 2019 Engineering Excellence Award

Contracting Agency
City of Ukiah

Contracting Agency Project Manager
Tim Eriksen, City Engineer

Contracting Agency Contact
T +1 707 463 6280; teriksen@cityofukiah.com

Funding Source
California Infrastructure and Economic Development Bank (IBank).

Date of Contract
2010

Date of Completion
2018

Consultant Project Manager & Contact
Matt Kennedy, PE, TE; Project Manager;
T +1 707 540 9687; matt.kennedy@ghd.com

Project Objective
The objective of this project was to improove roadways and storm water quality in the Redwood Business Park commercial business and retail area of the City.

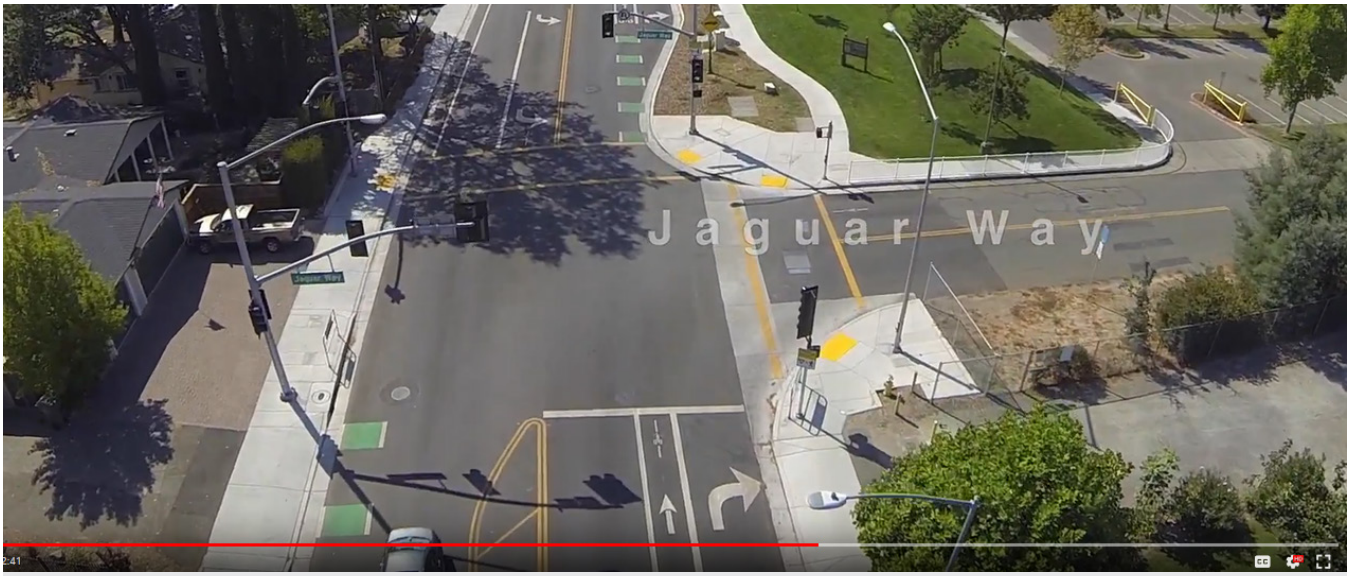
Project Description
GHD was the Engineer of Record for this $7.1 Million project to improve roadways and storm water quality in the Redwood Business Park commercial business and retail area of the City. The project was required to allow for the planned development of the business park and the CEQA requirement to improve the roadways and intersections that serve the area before allowing further commercial development. It also involved the design of geometric modifications to the existing freeway interchange at US 101 and State Route 222 (Talmage Road) in Ukiah. GHD provided overall project management, design engineering, environmental compliance assistance, and construction management. GHD coordinated construction activities with Caltrans District 1, PG&E, Comcast, AT&T, California Department of Fish and Wildlife, Regional Water Quality Control Board, and other stakeholders. GHD also prepared all of the traffic analyses and traffic impact studies for the project environmental documents. This effort included developing and analyzing four different alignment and intersection alternatives for the Talmage Road Interchange improvements.

Project Outcome
A key challenge overcome by the project was to develop a cost-effective and feasible method to accommodate existing shallow utilities while still achieving the design Traffic Index. GHD worked closely with subgrade and pavement fabric manufactures to design a pavement section of reduced thickness compared with a traditional design that improved bearing capacity while also increasing the design life of the pavement. To improve pavement tensile strength and longevity the project used a high strength aramid fiber reinforcement (Kevlar® type fibers) in the hot mix asphalt mix design. Relevancies include:

- Caltrans coordination
- Adjacent to the Hwy 101 Interchange Project
- Pedestrian enhancements

The project was recently recognized by the American Council of Engineering Companies (ACEC), receiving the "Public Works Project of the Year" by the ACEC North Coast Chapter, and an Honor Award in the ACEC California 2019 Engineering Excellence Awards.

Jaguar Way/Windsor Road Pedestrian & Bicycle Improvements



Contracting Agency
Town of Windsor

Contracting Agency Project Manager
Alejandro Perez, Senior Civil Engineer

Contracting Agency Contact
T +1 707 838 5318; aperez@townofwindsor.com

Funding Source
Congestion Mitigation and Air Quality (CMAQ) funds administered through Caltrans District 4 Local Assistance

Date of Contract
2015

Date of Completion
2016

Consultant Project Manager & Contact
Matt Wargula, PE, TE, QSD/P; Project Manager;
T +1 707.540.9689; matt.wargula@ghd.com

Project Objective
The Jaguar Way/Windsor Road Pedestrian and Bicycle Improvements Project required coordination with Caltrans Local Assistance for NEPA compliance, ROW certification, and authorization to construct (E-76) prior to advertising for project bids to provide streamlined Caltrans processing for this Federally-funded project. Pedestrian and bicycle safety was improved throughout the project corridor, including roadway widening and signalization of Jaguar Way/Windsor Road, widening for additional on-street parking, sidewalk gap closures and reconstruction for accessibility, pedestrian channelization, curb return bulb-outs, high visibility crosswalk, green bicycle lane markings, and new LED street lighting.

Project Description
GHD analyzed and prepared several project design alternatives for this project, which included proposed improvements for pedestrian, bicyclist, transit, and motor vehicle mobility throughout the project corridor. The project received Congestion Mitigation and Air Quality (CMAQ) funds, which are administered through Caltrans District 4 Local Assistance. GHD provided predesign services and public outreach/stakeholder coordination under contract one and design, ROW coordination, and engineering support during construction under contract two for this Federally-funded project.

Project Outcome
Using our relationships with Caltrans Local Assistance, GHD gathered information and updated the progress of the project, so as to assist in completion of the required federal aid forms for the project. GHD prepared the utility certifications for the project in concert with the efforts of the Town's ROW agent and stayed in close coordination throughout the project design phase and preparation/ submittal of the Right-of-Way certification. GHD also assisted the Town in preparation of front-end documents, including required federal aid forms, segregation of federally participating and nonparticipating items, so that the project documents and information were readily available when needed. Relevancies include:

- Federally-funded
- Caltrans coordination
- Utility certifications
- Bike lanes
- Pedestrian enhancements

Petaluma Complete Streets Project

Contracting Agency
City of Petaluma

Contracting Agency Project Manager
Sanjay Mishra, PE, (former Sr. Civil Engineer, City of Petaluma. Currently with NVTA)

Contracting Agency Contact
T +1 707 776 3672; smishra@ci.petaluma.ca.us

Funding Source
Surface Transportation Program (STP)

Date of Contract
2014

Date of Completion
2017

Consultant Project Manager & Contact
Matt Wargula, PE, TE, QSD/P; Project Manager;
T +1 707.540.9689; matt.wargula@ghd.com

Project Objective
The Lakeville Street and East D Street corridors are high-volume arterial streets linking mass transit (commuter rail and bus depot) to Highway 101, serving numerous commercial, light industrial, and mixed-use properties, as well as residential neighborhoods. The City's Bicycle and Pedestrian Plan identified the incorporation of bike lanes as a critical part of the project.

Project Description
This Federally-funded project included approximately 4,500 lf of Lakeville Street and East D Street. Within the existing ROW, travel lane widths were reduced to incorporate shared facilities and enhanced green bike lanes. Pedestrian enhancements included sidewalk gap closures, widened sidewalks, upgraded curb ramps, high visibility crossings with advanced warning signage and a Rectangular Rapid Flashing Beacon (RRFB) system installation at the Copeland Street/D Street intersection. The project also included a new bus bay, coordination with the adjacent passenger rail station (SMART), and assistance with Federal aid processing. Additionallyl, the project rehabilitated the existing pavement section with combination of mill and inlay or mill and overlay.

Project Outcome
The project was completed on time and approximately $15,000 under budget.

Relevancies include:

- Federally-funded
- CT oversight
- Local complete streets
- Road diet
- Pavement rehabilitation
- Bike lanes
- Pedestrian enhancements

PROJECTS CONSTRUCTED IN THE PAST 5 YEARS

Petaluma Blvd Road Diet Phase 2

Contracting Agency
City of Petaluma

Contracting Agency Project Manager
Sanjay Mishra, PE, Senior Civil Engineer

Contracting Agency Contact
T +1 707.259.8631; smishra@nvta.ca.gov

Funding Source
FHWA Transportation for Livable Communities (TLC) Grant

Date of Contract
Phase 1: 2008 | Phase II: 2011

Date of Completion
Phase 1: 2011 | Phase II: 2013

Consultant Project Manager & Contact
Frank Penry, PE, TE; Project Manager;
T +1 707.540.9019; frank.penry@ghd.com

Project Objective
This project was originally developed as a Streetscape, funded through the Federal Highway Administration Transportation for Livable Communities (TLC) Grant. During initial project development, the design team was asked to prepare a feasibility analysis of extending a "road diet" (4- to 3-lane conversion), as proposed in the City's General Plan Update, through the northern portion of the roadway between Washington Street and Lakeville Street.

Project Description
For Phase 2 of the project, the road diet through downtown was recently completed and included many of the same elements of the streetscape, providing continuity between the downtown business core and northern shops and services. As before, the project was funded with TLC funds. Again, GHD developed the project concept, design, and post-construction analysis. The improvements through both phases included AC pavement grinding and overlay, deep-lift AC repairs for failed areas, micro-surfacing, revised traffic striping, traffic signal modifications, in-ground lighted pedestrian crossings, street trees, decorative street lights, street furniture, bulb-outs, ADA curb-cut ramps, ADA non-compliant driveway replacement or removal, associated drainage improvements, fire hydrant and water service relocations, and adjustment of utility structures to grade. GHD provided engineering design, environmental compliance (CEQA and NEPA) and related services, and assistance in procuring funding.

The grant funding for this project was administered through the Caltrans Local Assistance Program and required coordination with Caltrans District 4 during design to secure funding and authorization to bid the project.

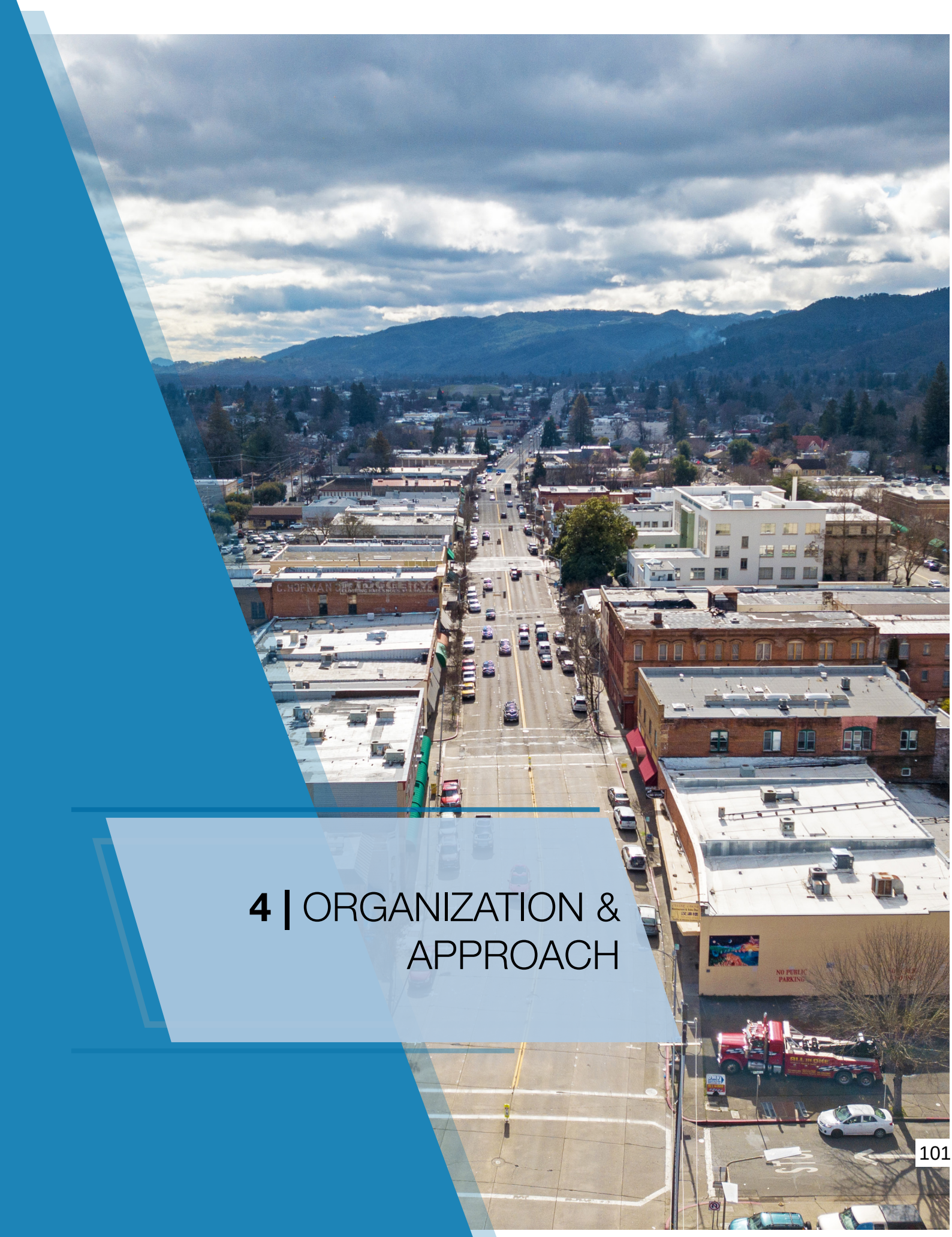
Project Outcome
Construction of the final phase of the project was completed in 2013. Relevancies include:

- Federally-funded
- Road diet
- Local downtown
- Former Highway 101

BRINGING EXPERTISE IN FEDERAL FUNDING, CTC PROCESSING & DOWNTOWN STREETSCAPES

	Federal Funding	CTC Process	Local Downtown	Caltrans Coordination	Hwy 101 (or former)	Hwy 116 (or former)	Road Diet	Complete Street	Road Design/Rehab	Traffic Signals/Lighting	Signing/Striping	Stormwater Mgmt/LID Design	CEQA and/or NEPA	Ped/Bike Corridor	Permitting	High Profile	Roundabout Design	Utility Coordination	Public Outreach	Urban Design
Willits Main Street Road Diet Willits, CA	■	■	■	■	■		■		■		■			■		■			■	
East Broadway Rd Complete Street Long Beach, CA	■	■	■				■	■	■			■		■	■	■		■	■	■
La Quinta Village Road Diet La Quinta, CA	■	■	■	■			■	■	■	■	■	■	■	■		■	■	■	■	■
Hopland Main Street Corridor Study Mendocino County, CA	■	■	■	■	■			■	■											
Healdsburg 5-Way Roundabout Healdsburg, CA	■	■			■		■	■	■	■	■	■	■	■	■	■	■	■	■	■
Redwood Business Park Transportation Improvements & Talmage Road Interchange Ukiah, CA		■		■	■				■	■	■	■	■	■	■	■		■		
Jaguar Way/Windsor Road Pedestrian & Bicycle Improvements Windsor, CA	■	■		■				■		■				■		■		■	■	
Petaluma Complete Streets Petaluma, CA	■	■		■			■	■	■	■	■			■		■			■	■
Petaluma Blvd Road Diet Phase 2 Petaluma, CA	■	■	■		■		■		■	■	■	■	■	■				■		■
State Street Plan Ukiah, CA			■	■			■	■			■			■					■	
Downtown Redevelopment Cloverdale, CA	■	■		■	■			■	■	■	■	■	■	■	■	■		■	■	■
Downtown Improvements (Old Redwood Hwy) Cotati, CA		■		■		■		■	■	■	■		■	■	■	■		■	■	■
Street Smart City of Sebastapol		■	■	■	■		■	■	■		■	■	■	■	■	■			■	
Downtown Improvements City of Petaluma				■	■			■	■	■	■	■	■	■	■	■	■	■	■	■
Downtown Redevelopment Town of Windsor		■	■					■	■		■	■	■	■	■	■	■	■	■	■
Stony Point Road City of Santa Rosa								■	■	■	■	■	■	■	■	■		■	■	■
Downtown Improvements City of San Leandro	■		■				■	■	■	■	■	■		■		■		■	■	■
Downtown Improvements - Main Street City of Fort Bragg		■		■	■			■	■	■	■		■	■	■	■	■	■	■	■
Foster Avenue Extension City of Arcata	■		■				■	■	■		■	■		■	■		■			■
Mission Bay Redevelopment Catellus Dev., SF			■	■				■	■	■	■	■	■	■	■	■		■	■	■
Hwy 101 Streetscape City of Los Angeles	■		■	■	■			■	■		■		■			■	■			
SR-49/Main Street Roundabout Plymouth, CA	■	■		■				■	■		■		■	■	■	■	■		■	■
First & Second St Roundabouts along Calif. Blvd Napa, CA	■	■		■				■	■		■		■	■	■	■	■	■	■	■
Kings Beach Western Approach Kings Beach, CA	■	■																		
Trinidad Gateway HR3/TE Trinidad, CA	■	■									■		■			■		■	■	
Rohnerville Road STIP/HSIP Fortuna, CA	■	■	■	■				■			■		■		■				■	■
Foster Avenue Extension Arcata, CA	■	■						■			■			■	■				■	
Old Arcata Road Improvements Arcata, CA	■	■	■					■			■	■	■	■	■		■	■	■	■
SR255/Samoa Blvd Gateway Arcata, CA	■	■	■	■				■	■		■	■	■		■	■	■	■	■	■

This page intentionally left blank



4 | ORGANIZATION & APPROACH

ROLES AND TEAM ORGANIZATION

GHD is one of the world's leading professional services companies operating in the global markets of transportation, water, energy and resources, environment, and property and buildings. Committed to creating lasting community benefit, our connected global network of 10,000 diverse people delivers engineering, architecture, environmental and construction services to public and private sector clients across North America and the globe.

GHD has assembled a talented team with an emphasis on demonstrated technical ability and proven track-record. Our core team has worked together developing and delivering downtown plans, complete streets/road diets and corridor solutions for numerous Northern California destination locations, including similar cities in Mendocino and Sonoma Counties where Highway 101 once ran through their downtowns.

Through this experience, we have developed valuable skills to efficiently complete complex, high-profile projects by integrating seamlessly and operating as an extension of City staff. As illustrated in the Organizational Chart on the following page, we offer a comprehensive and experienced team and have access to a large network of additional resources to deliver a quality project, within budget, and on a fast-tracked schedule to help the City achieve its goal.

The Team is streamlined to be responsive and efficient, yet dynamic, including technical expertise in planning, urban design, public outreach, civil, traffic, low impact development (LID), and utility design, as well as extensive experience with utility providers, CEQA/NEPA compliance, permitting, hazardous materials (HAZMAT), Caltrans Local Assistance and CTC coordination, and urban core construction.

This team of individuals will be dedicated throughout the project, and no staffing changes will occur without prior approval from the City. This dedicated team approach will ensure project continuity and increased efficiency in project delivery, which will be critical to meeting the project schedule.

The City's main point of contact will be GHD's Project Manager, Matt Kennedy, PE, TE. He brings more than 15 years of experience in project management, streetscape, and traffic engineering design. Matt has been selected for the Project Management role explicitly because of his depth of experience with projects similar in nature to this one and his proven ability to deliver roadway projects for the City of Ukiah. As a licensed Professional Engineer and Traffic Engineer, he brings a unique understanding and skillset to bring the complete street vision and requisite civil improvements to light. He is familiar with the broad spectrum of elements this Team will need to address on the Project including streetscape improvements, pedestrian and bicycle enhancements, signal design, public outreach/acceptance, and construction sequencing.

Team Composition

GHD staff proposed for this assignment have decades of experience successfully developing concepts for and designing similar planning, downtown corridors, and complete streets projects. This will provide the City the peace of mind that comes with having the right professionals with the right experience planning, designing, and supporting environmental compliance and public outreach for this project. Within this section, we present our most relevant experience providing planning, public outreach, engineering, environmental, and delivery services for downtown, streetscape and roadway improvement projects, led by our Key Team members. Due to space limitations, we cannot fully illustrate the depth of our experience, but we would be happy to provide additional detailed information about any of these projects or additional similar projects we have completed.

The experience shown will provide the City with the knowledgeable, comprehensive and thorough design development and public outreach approach based on our established processes and lessons learned. Our combined experience and collaborative history enables us to bring value and innovation to this project.

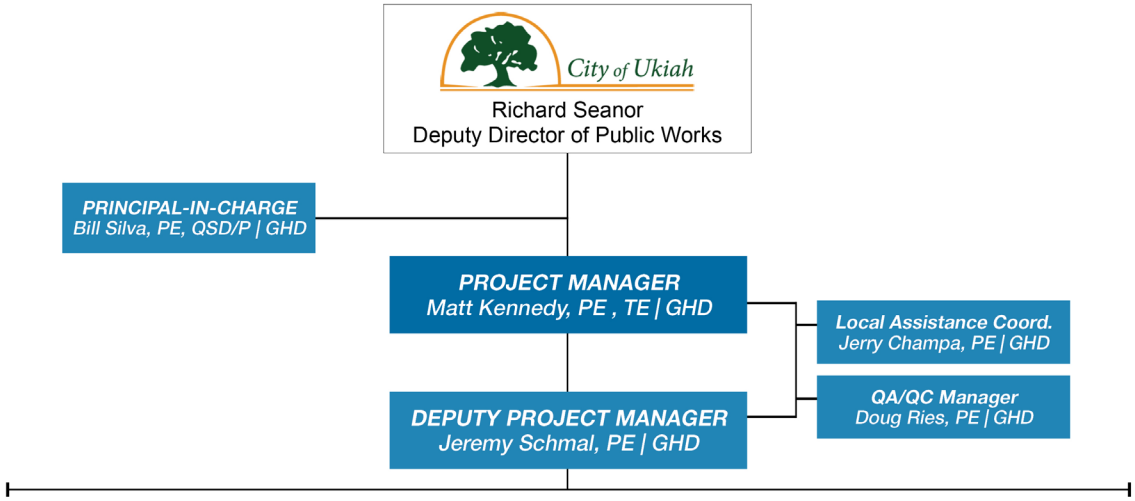
Given the schedule, the GHD Team understands the importance of timely and accurate communications regarding project status. The Team will work closely with City staff to assure that staff has the information needed to keep stakeholders informed and maintain a policy of "no surprises."

SUBCONSULTANTS

Not only does our Team bring the requisite expertise for a complex Project such as this, we bring unparalleled composition and resources from our North Bay/North Coast location. GHD will Prime the contract. With over 75 staff in Santa Rosa, and 400 in California, we will provide nearly all major disciplines for the Project in-house, with the exception of strategic augmentation of uniquely qualified subconsultants.

ORGANIZATIONAL CHART

20+
average years of experience of our key personnel



Engineering Lead
Pat Tortora, PE | GHD

Traffic Engineering Lead
Frank Penry, PE, TE, PTOE | GHD

Utility Coordination Lead
Matt Wargula, PE, TE, QSD/P, LEED AP | GHD

NEPA/CEQA Compliance Lead
Brian Bacciarini | GHD

LID Design Lead
Kat Harvey, PE, QSD/P | GHD

Geotechnical/Pavement Engineering Lead
Chris Trumbull, PE | GHD

CTC Process Lead
Lindsey Van Parys, PE, QSD/P | GHD

Landscape Architecture & Outreach Lead
John Gibbs, ASLA, LEED AP | WRT

Adjacent Owner Liaison
Tim Dillenburg, QSD/P | GHD

Topographic & ROW Survey Lead
Tony Cinquini, PLS | Cinquini & Passarino

Right of Way Appraisal/Acquisition Lead
Gary Dowd | AR/WS

Signing & Striping Lead
Steve Weinberger, PE, PTOE | W-Trans DBE

GHD ADDITIONAL RESOURCES

Urban Design/Visualization
Jonathan Linkus, AICP | GHD

Transportation Planning
Todd Tragenza, AICP | GHD

Constructability/Construction Sequencing
Jim Winter, PE | GHD

Hazardous Materials Lead
Ryan Crawford, PG | GHD

Structural Engineering
Steve Burns, SE, PE | GHD

Civil Engineering & Estimating
Mark Summers, PE | GHD

Accessibility Compliance
Josh Wolf, PE | GHD

Utilities Engineering
Steve Grupico, PE, QSD | GHD

Construction Traffic Control
Myung Choo, TE, PE | GHD

Project Coordinator/Scheduler
Nicole Garza | GHD

Electrical Engineering
Eric Penn, PE, EE | GHD

SUBCONSULTANT ADDITIONAL RESOURCES

Landscape Architecture
Jake Tobias, ASLA | WRT

Urban Design
Atisha Varshney, ASLA | WRT

Survey/Utility Research
Mark Andrilla, PLS | Cinquini & Passarino

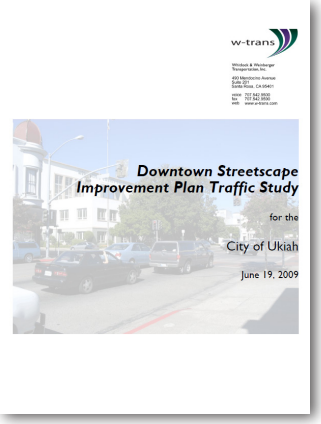
Potholing
Peter Sparks | Subtronic

Study Revalidation *(optional)*
Steve Weinberger, PE, PTOE | W-Trans DBE

Traffic/Pedestrian/Bike Counts *(optional)*
Baymetrics DBE

Arborist *(optional)*
John Meserve | Horticultural Associates

W-Trans was an integral consultant to the City on the original 2009 Planning Study and traffic analysis; their involvement will bring unmatched continuity, project understanding, and intent to the Project Team. W-Trans and GHD worked together on the Hopland Main Street, Cloverdale Boulevard, and Downtown Cotati.



WRT has developed and delivered four similar Downtown road-diet/streetscape projects with GHD from Willits to Cloverdale to Windsor. Their innovative landscape architecture and outstanding public engagement was a true asset to these agencies and their communities.

AR\WS is certified to deliver ROW on Federally-funded projects and skilled at complex projects. AR\WS successfully delivered a former gas station site with GHD for the Healdsburg Avenue Streetscape/Road-Diet/ Roundabout Project and are teamed with GHD on Keiser Avenue in Rohnert Park

Supplemental subconsultants (4) round out our Team for ancillary and optional services, as needed.

SUBCONSULTANTS

W-Trans

Role: *Signing & Striping, Optional Study Revalidation*

DBE CERTIFIED

Since 1995, W-Trans has provided traffic engineering and transportation planning services that encompass the mobility needs of all potential users. They are particularly skilled in retrofitting existing streets and roads to make walking, bicycling and transit use safer and more convenient while also appropriately managing vehicle traffic. W-Trans staff have honed their skills through experience on a variety of projects ranging from complete street corridors, streetscape improvements, traffic impact analysis, downtown revitalization, circulation elements, and area plans to designing transportation facilities such as traffic signals, roundabouts, bike facilities and pedestrian crossing enhancements to traffic safety and traffic signal operations. Their strength and focus are on balancing the technical needs and functionality of traffic with the desire of communities to create more liveable streets and sustainable transportation systems.

Wallace Roberts & Todd (WRT | Planning + Design)

Role: *Landscape Architecture and Outreach*

Founded in 1963, WRT was immediately recognized for its first projects, which represented the two main directions of WRT's environmental ethos: designing with nature and enriching urbanism. Rooted in these ideas, WRT employs a "Complete Streets Plus (CS+)" approach to street-making that takes the industry accepted notion of Complete Streets one step farther. We recognize that in addition to providing the full range of mobility options within the street corridor, a number of additional social, cultural, ecological and other sustainable functions can also be provided. The combination of these elements will be different for every community and corridor, but can be a powerful tool in defining a functional balance and culturally distinctive sense of place. Providing for specific kinds of social activities gives rise to appealing forms and design treatments just as providing for specific ecological functions leads to unique landscape expressions. Other sustainable functions such as energy conservation (and even generation), use of recycled/recyclable materials and local food production can also add new dimensions to a public corridor.

AR\WS Associated Right of Way Services, Inc.

Role: *ROW Consulting/ Coordination*

Associated Right-of-way Services, Inc. (AR\WS) is a full-service ROW and real estate consulting firm. AR\WS specializes in project management, cost estimating, appraisal, acquisition, relocation and utility relocation coordination services for public infrastructure work. Since 1989, AR\WS has successfully completed hundreds of projects offering innovative and creative consulting for today's increasingly complex real estate and ROW programs.

AR\WS brings extensive experience working with and in Napa and Sonoma Counties having worked for the following cities in Napa and Sonoma Counties: American Canyon, Calistoga, Healdsburg, Napa, Petaluma, Rohnert Park, Santa Rosa, Sonoma, and St. Helena. AR\WS has also worked for special districts, transportation authorities and other clients including: Napa County Flood Control & Water Conservation District, Napa Valley Transportation and Planning Authority, Napa Sanitation District, Sonoma Marin Area Rail Transit, Sonoma RSA, Inc., Sonoma County Transportation Authority, and the Sonoma County Department of Transportation & Public Works.

Cinquini & Passarino

Role: *Survey/Utility Research*

Established in 1954, Cinquini & Passarino (C&P) has a history of stability and reliability providing municipal and private clients with reliable surveying services ranging from topographic surveys, boundary surveys, ROW surveys, and construction surveys. C&P is a proven leader among land surveying consultants. They bring extensive experience and has worked on numerous projects with GHD including the Healdsburg Avenue Improvements and 5-Way Roundabout, and the Keiser Avenue Extension and Roundabout projects.

Subtronic Corporation

Role: *Potholing*

Founded in 1984, Subtronic Corporation is one of Northern California's most respected and relied upon Subsurface Utility Engineering (SUE) companies. Based in the Bay Area, they have performed services throughout California, the lower 48 States and international locations such as Guam, England and the Middle East. Subtronic Corporation is committed to excellence and invests a considerable amount of time and money in the continual training of its technicians and purchasing of the latest SUE technologies.

Subtronic Corporation serves a diverse clientele base including cities, counties, municipalities, environmental firms, contractors, consulting engineers and utility companies. For this project, Subtronic will provide potholing services to locate existing utilities that may be in conflict with proposed project improvements.

Horticultural Associates (Optional)

Role: *Consulting Arborist & Horticulturist*

As arboricultural and horticultural experts, Horticultural Associates specializes in the science of trees, and relies on 30 years of experience and expert knowledge to diagnose problems and develop action and management plans to protect trees and encourage their health and safety. The firm's goal is to provide information that can be utilized to improve appearance, encourage health and vitality, improve safety, promote a green environment, or plan for construction and development.

Tree consultation, diagnosis, and inventory projects completed to date have included work on over 100,000 trees for a wide variety of public and private clients. Horticultural Associates provides realistic, practical recommendations and solutions in all its tree-related work. While trees are primarily biotic in nature, they also have important political, social, and economic influences. Horticultural Associates prides itself in the ability to balance all the important issues involved.

Bay Metrics (Optional)

Role: *Traffic/Pedestrian/Bike Counts*

Baymetrics has been teaming with GHD on projects since 1997. Baymetrics emphasizes stringent quality control methods and procedures in all aspects of data collection tasks, whether in-house or on-site. Using both manual and computerized equipment, they perform all surveys, including traffic, bike and pedestrian counts, and have about 100 machines capable of conducting volumes, classifications, speeds, and gaps studies.

COLLABORATIVE HISTORY OF THE GHD TEAM

The GHD Team, internal to GHD and with our subconsultants, has a remarkable level of work history together. Many of GHD's core team members have been working together on projects for nearly two decades and some for their entire careers. Specifically, over half of the core GHD team members have worked together for over 15 years. In addition, a few of our key Team members have worked for both GHD and our subconsultants over their careers, bringing an intimate familiarity with each other's proficiencies and an ability to work seamlessly together.

SUBCONSULTANT	YEARS WORKING WITH GHD	RELATED PROJECTS
W-TRANS	19	Hopland Main Street, Downtown Cotati, Windsor Road
WRT	18	Cloverdale Blvd, Willits Main St, Windsor Downtown
AR\WS	20	Mission Bay, Healdsburg Ave, Keiser Ave
C&P	21	Petaluma Blvd, Healdsburg Ave, Keiser Ave

Available Facilities | WRT/GHD - Cloverdale Boulevard

Available Facilities

As noted above, as Prime GHD has extensive resources across California and beyond. Highlights include:

GHD's Santa Rosa Team

400+
California staff

75+
Santa Rosa staff

8
Northern California offices

13
California offices

Markets
transportation | water | environment | property & buildings

PROJECT AND MANAGEMENT APPROACH

GHD will manage and primarily staff the Project out of our Santa Rosa office. With this local office, we will be able to be responsive, present, and centralized to allow for effective Team interaction and productivity. Matt Kennedy, Project Manager, and Jeremy Schmal, Deputy Project Manager, will work closely to manage the GHD team members and subconsultants. They sit within 10 feet of one another and will communicate regularly to tag-team the management responsibilities. Given the fast-tracked Project schedule, this approach will strengthen communication across the team and allow for multiple operations to be underway simultaneously under coordinated management.

Because the Ukiah Downtown Streetscape, Road Diet, and Utilities Project is so high-profile and fast-tracked, not only must our technical approach be sound, GHD's project and management ("project management") approach must be well conceived and executed. The following is a summary of the key considerations of our project management approach.

Key Management Considerations

Opportunity/ Innovative Approach	Further Discussion and/or Team's Value
1 | Turnkey Services Operate as an extension of City staff; Utilize GHD's diverse in-house expertise resources (traffic, pavement, electrical, LID, geotechnical, construction sequencing, structural, HAZMAT, NEPA, etc.)	GHD is accustomed to holding the role of City Engineer, District Engineer, or other agency positions. Municipal project development and delivery has been our primary focus for over 60 years in California. We recognize the intricacies of redevelopment projects like the Ukiah Downtown Project, verses overlaying rural roads or working in new subdivisions. Furthermore to the Ukiah Downtown's federal funding approval process, GHD has multiple former Caltrans staff and has expertise in taking roadway projects through the CTC process.
2 | Responsiveness to Stakeholder Needs Knowledge of Ukiah, the community, and local process will be paramount to establishing trust and feeling of responsiveness to stakeholders, especially adjacent property owners; Establish Engagement Program that is personalized and provides one-on-one interaction with the adjacent property owners. Reach out to third party utilities that are not controlled by the City immediately to start coordination. Address any other stakeholder concerns.	GHD's PM and other key Team members have been delivering CIP projects for the City for over two decades and have been exceptionally effective on recent efforts. Our recent relevant experience, relationships, and knowledge of the community and interest groups will accelerate coordination, bring trust, and build consensus most expeditiously; WRT and GHD have led numerous proactive and customized outreach programs on nearby downtown projects just like the Ukiah Downtown. Our team knows what it takes to establish an Engagement Program that is effective and responsive to stakeholder needs. AT&T has been slow; the wildfires have exacerbated that situation. We must jump on this item quickly and use our relationship with Mike McAffee to prioritize communications relocation coordination.
3 | Quality & Timeliness of Deliverables Perform over-the-shoulder reviews with County staff to ensure input at key stages of a fast-tracked design phase; Implement independent review of deliverables; Follow GHD's ISO 9001 certification guidelines, as applicable.	Consistent, clear communication is vital to complete, timely documents. GHD's Principal, Doug Ries, will oversee Quality Assurance. In addition to the cross-team reviews, GHD will utilize internal tools to qualify the project management effort and track progress.
4 | Budget Adherence Remain on point (scope) whenever possible and quickly communicate any potential need for deviation to City; Utilize BST software for project financial management.	GHD's budget management processes will track with Item 3, above, regarding project management. Monthly invoices and a supplemental summary report will be provided to clearly illustrate financials for all three separate funding sources.
5 | Project Schedule Adherence Regular communication between GHD's PMs and the City's PM is an essential component of schedule maintenance; Stagger operations to fast-track production; e.g., start survey week 1, target week 2 for design start; second survey package on week 2, etc. Communicate and begin to address major challenges early in the process so no late surprises.	Initiate simultaneous data collection, design, ROW, and processing efforts where possible; Coordinate early with City utilities and third-party utilities. Work closely with City PM on Caltrans/CTC processing; seek extension(s) as applicable, in tandem with making exemplary progress to help illustrate City commitment and justify extension.

Turnkey Services

Our ability to provde turnkey services is achieved through proper staffing and training. First, GHD's approach to this project started years ago with the selection of a local experienced Project Manager with extensive knowledge of roadway design and years of public outreach and municipal CIP project delivery experience. Our Project Manager will be supported by our strategic teaming partners W-Trans, WRT, AR/WS, and C&P to provide the City with staff that are exceptionally skilled at the work required and will allow for our team to operate quickly and effectively as an extension of staff.

Since the beginning, GHD has been fully vested in municipal engineering and the delivery of CIP projects. For this Project, we are prepared to assist with the preparation of Staff Reports, work with other departments, take stakeholder phone calls, and address budget and progress questions as they develop. Our proposed Project Manager, Matt Kennedy, has been supporting the City on numerous CIP Projects and is fully understanding of the challenges that City Staff face.

Responsiveness to Stakeholder Needs

GHD assembled this team in response to stakeholder needs. That noted, we will not rest on our heels. We will use our collective knowledge of the Project, City, agencies, special interest groups, and adjacent owners to ensure all voices are heard from the outset of the Project and used to inform the design. Internal and external communication will be paramount to confirming each stakeholder is satisfied, or at least know they have had an influence on the process.

Quality and Timeliness of Deliverables

Through our Project Manager, this team will operate as an extension of City Staff, collaborating with City staff as needed throughout project development. We will employ time-tested GHD tools and systems, including our internal management software and our ISO certified Practice Quality Management System.

Over our 90 year history, GHD has developed the staff, software, and operating procedures that allow us to remain competitive and consistently produce high-quality engineering and environmental documents.

Budget Adherence

GHD recognizes the exceptionally fast schedule that is proposed. Given the compressed schedule, there may be a need for overtime and weekend work. This factor will be tracked carefully in our budget management. A sampling of other factors that could affect budget and that will be monitored closely include:

- CTC processing
- Adjacent owner outreach/coordination
- Doorway/ADA conform design
- Utility coordination/collision avoidance
- ROW acquisition/processing
- DSA approval (if needed)

Section 5 of this proposal includes other management techniques and tools that we will use to monitor and control cost.

Project Schedule Adherence

GHD recognizes that due to existing federal funding time constraints, the Project schedule is extremely accelerated. The combination of our location, resources, expertise, and past experience on multiple local projects just like this Ukiah Project will allow us to be the Team most likely to deliver the project on the most aggressive schedule possible. That noted, we will need to proactively manage our time and efforts to achieve the quickest schedule. We will regularly update an MS Project Schedule with the Tasks from the detailed Project Scope throughout the Project. The schedule will be referenced at each regular Team Meeting, which will ensure all parties are on the same page and that critical path items are held top of mind.

A Project risk review will be done to identify any potential fatal flaws or drivers that would impact the Project schedule. Sample risk items include ROW, DSA, private utilities, HAZMAT, construction sequencing, etc. These items will be tracked and vetted to clear the path for the Project as required. The approach to Project Schedule is discussed further in Section 5, along with the Scope of Work narrative.

This page intentionally left blank

5 | SCOPE OF WORK

INTRODUCTION

GHD has developed a comprehensive and detailed scope of work to address the services required to complete the Ukiah Downtown Project. ***Due to the length of the Project scope of work, it is located at the end of this section for your consideration.*** Below is a detailed outline of the proposed scope of work, which is based on the core RFP tasks and further enhanced to provide extensive detail for clarity, effectiveness, and to set the City up for success. For ease of use during contracting, the "Scope of Work" at the end of Section 5 is intended to be ready to be exported from the Proposal into the Contract.

Task 1 | Project Management and QA/QC

1.1 Project Management and Internal Coordination (DS, RD, UT)

1.2 Project Schedule (DS, RD, UT)

1.3 Agency Coordination (DS, RD, UT)

1.4 Caltrans Local Assistance Coordination (DS, RD)

1.5 Project Meetings (DS, RD, UT)

1.6 Progress Reporting/Invoicing (DS, RD, UT)

1.7 Quality Assurance/Quality Control (DS, RD, UT)

Task 2 | Surveys, Mapping and Site Data

2.1 Background Research (DS, RD, UT)

2.2 Surveys and Mapping (DS, RD, UT)

2.3 Site Visit (with City) (DS, RD, UT)

2.4 Utility Potholing (Recommended Option) (DS, UT)

2.5 Geotechnical Investigation (Recommended Option) (RD, UT)

2.6 Traffic Data (Recommended Option) (RD)

Task 3 | Outreach and Coordination with Adjacent Properties

3.1 Community Outreach (DS)

3.2 Adjacent Property Owner Coordination (DS)

Task 4 | Utility Coordination

4.1 Water, Sewer and Storm Drain Coordination (DS, RD, UT)

4.2 Utility Relocation of City Owned Facilities (DS, RD)

4.3 Utility Relocation of non-City Owned Facilities (DS, RD)

Task 5 | Environmental Compliance Support

5.1 NEPA and CEQA Compliance (DS, RD, UT)

5.2 Hazardous Materials Assessment and Support (Recommended Option) (RD, UT)

Task 6 | Design

6.1 60% Plans, Specifications, and Estimate (DS, RD, UT)

6.2 Drainage and LID Program (DS, RD)

6.3 Utility Coordination (DS, RD, UT)

Task 7 | ROW Engineering

7.1 ROW Descriptions and Plats

7.2 ROW Appraisal and Acquisition Services (DS)

Task 8 | Final Design and Bid Phase

8.1 90% Plans, Specifications, and Estimate (DS, RD, UT)

8.2 Final Plans, Specifications, and Estimate (Bid Set) (DS, RD, UT)

8.3 Bid Support (DS, RD, UT)

Task 9 | Construction Phase Support and Construction Management (Optional)

9.1 Construction Support (DS, RD, UT)

9.2 Construction Management (DS, RD, UT)

PROJECT DELIVERABLES

In concert with the detailed scope of work, GHD has developed the following list of project deliverables. In addition to the deliverables requested in the RFP, we have also identified optional and/or recommended deliverables that will provide value or otherwise assist the City in meeting its goals.

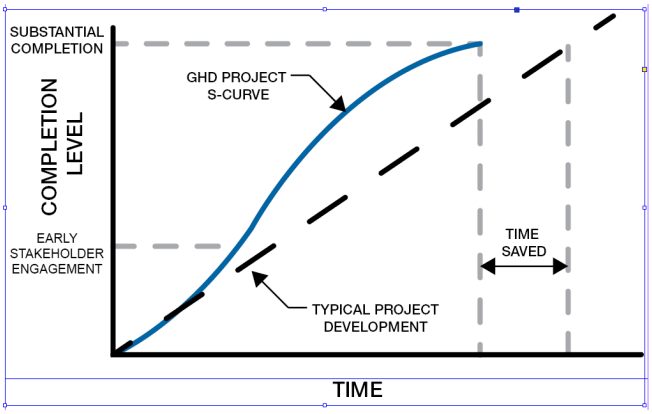
Each completed deliverable shall be delivered to the Public Works Department at 300 Seminary Way, Ukiah, CA 95482-5400. All tasks and deliverables shall be completed or submitted in accordance with the included schedule.

Task No.	Task Name	Deliverable
1.1	Project Management and Internal coordination	• Draft & Final Project Management Plan • Kickoff meeting/minutes
1.2	Project Schedule	• CPM Schedule
1.3	Agency Coordination	• Meeting agendas/meeting notes • Record of critical communications • As-needed meeting presentation materials/handouts
1.4	Caltrans Local Assistance Coordination	• Utility agreements, NTOs and ROI • ROW certification • Request for allocation package for Downtown Streetscape • Request for authorization package for Road Diet
1.5	Project Meetings	• Meeting agendas/meeting notes • As-needed Meeting Presentation Materials/Handouts
1.6	Progress Reporting/Invoicing	• Monthly progress & budget summaries
1.7	Quality Assurance/Quality Control	• Redlined review comment & response sheets
2.1	Background Research	
2.2	Surveys and mapping	• Topo survey
2.3	Site Visit (with City)	
2.4	Utility Potholing (Recommended Option)	• Depth, size and material of identified utilities
2.5	Geotechnical Investigation (Recommended Option)	• Draft Geotechnical Report • Final Geotechnical Report
2.6	Traffic Data (Recommended Option)	• 24-hour ADT counts • Peak hour turning movement counts
3.1	Community Outreach	• Website with Project info & sign up for notices • Project info sheet • Meeting flyers (3) • News articles (2) • Targeted emails & calls
3.2	Adjacent Property Owner Coordination	• Field notes, suggestions & questions gathering
4.1	Water, Sewer and Storm Drain Coordination	• Exhibits identifying potential conflicts
4.2	Utility Relocation of City-Owned Facilities	
4.3	Utility Relocation of non-City-Owned Facilities	
5.1	NEPA and CEQA Compliance	
5.2	Hazardous Materials Assessment and Support	
6.1	60% Plans, Specifications and Estimate	• 60% plan set, outline project specs, and cost estimate (four hardcopy full size sets) and electronic submittal (PDF).
6.2	Drainage and LID Program	• Storm Water Control Plan (with 60% Submittal) • Drainage Design Calculations and PS&E
6.3	Utility Coordination	
7.1	ROW Descriptions and Plats	• Provide clear description of project ROW requirements to confirm acquisition limits • Plats and legal descriptions by a licensed surveyor – up to twenty (20)
7.2	ROW Appraisal and Acquisition Services	
7.3	Record of Survey	• Record of Survey filed with Mendocino County
8.1	90% Plans, Specifications and Estimate	• 90% PS&E (four full size hard copy sets)
8.2	Final Plans, Specifications and Estimate (Bid Set)	• Final PS&E • Electronic Autocad drawing files transmitted
8.3	Bid Support	• Responses to RFIs • Addenda
9.1	Construction Support (Optional)	
9.2	Construction Management (Optional)	

COST CONTROL AND BUDGETING

GHD proposes to conduct a kick-off meeting with staff and key stakeholders (e.g., utility department, etc.) to obtain input at the Project's initiation. The kick-off meeting will be used to achieve consensus and jump-start critical efforts. We will also involve key staff in a field walk and pavement/site features condition assessment effort.

By bringing all stakeholders together and presenting and addressing all concerns, issues are addressed early and decisions can be made quickly. In general, the cost of making decisions increases as projects progress into later phases of design. Making decisions at the outset of a project helps ensure time savings, and as a result, budget adherence. Early coordination efforts often make the difference between success and something less. Because GHD and our key staff are nearby, it will allow for regular project meetings even on short notice and at reduced cost.



Our Project Manager, along with our Project Coordinator, will be responsible for schedule preparation and team performance and has enhanced the project scope as the start of detailed work plan and a critical path schedule. This schedule will be updated to track actual versus scheduled performance so that problems can be identified and appropriate corrective action taken, if necessary.

In addition, we would propose to hold regular Project Team coordination meetings. These meetings will have a set agenda, involve all of the essential elements and players within the Project, and ensure that communication is happening throughout the Team. These meetings have been essential to our success on similar projects, many of which were described in this proposal.

GHD has utilized various tactics to minimize cost and schedule in the design and construction phase through its long history on projects like the Ukiah Downtown Project. Some of the strategies that we have found successful and would like to discuss with the City include:

- Revise formal ROW approach – implement “Permit to Enter and Construct” Program
- Remove utilities/underground from the Federal Project scopes where possible
- Remove DSA approval
- Define potential contaminated soils/water operations and or limits
- Seek extension(s) to CTC Approval
- Extend construction work windows/allow weekend work
- Design to split work on each side of the road (traffic and work zone on opposite sides)

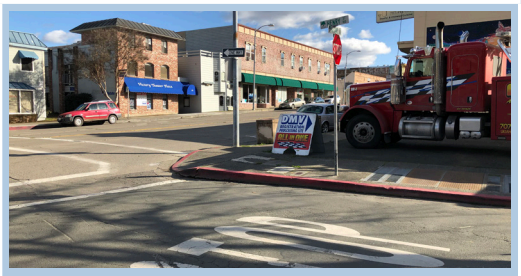
> Early coordination efforts often make the difference between success and something less.

This page intentionally left blank

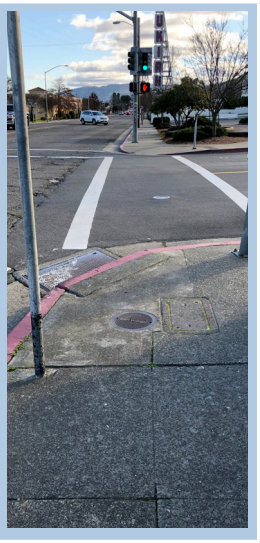
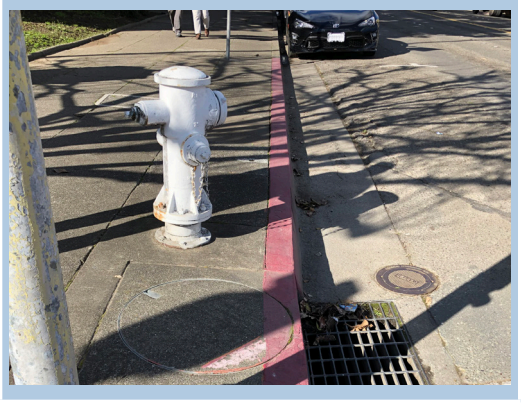
TECHNICAL APPROACH

GHD and its subconsultants have tackled all of the issues that are anticipated on this Project on other similar projects in the region. The following are a sampling of key items that our technical approach must address for the Ukiah Downtown Project:

Critical Engineering Design Considerations

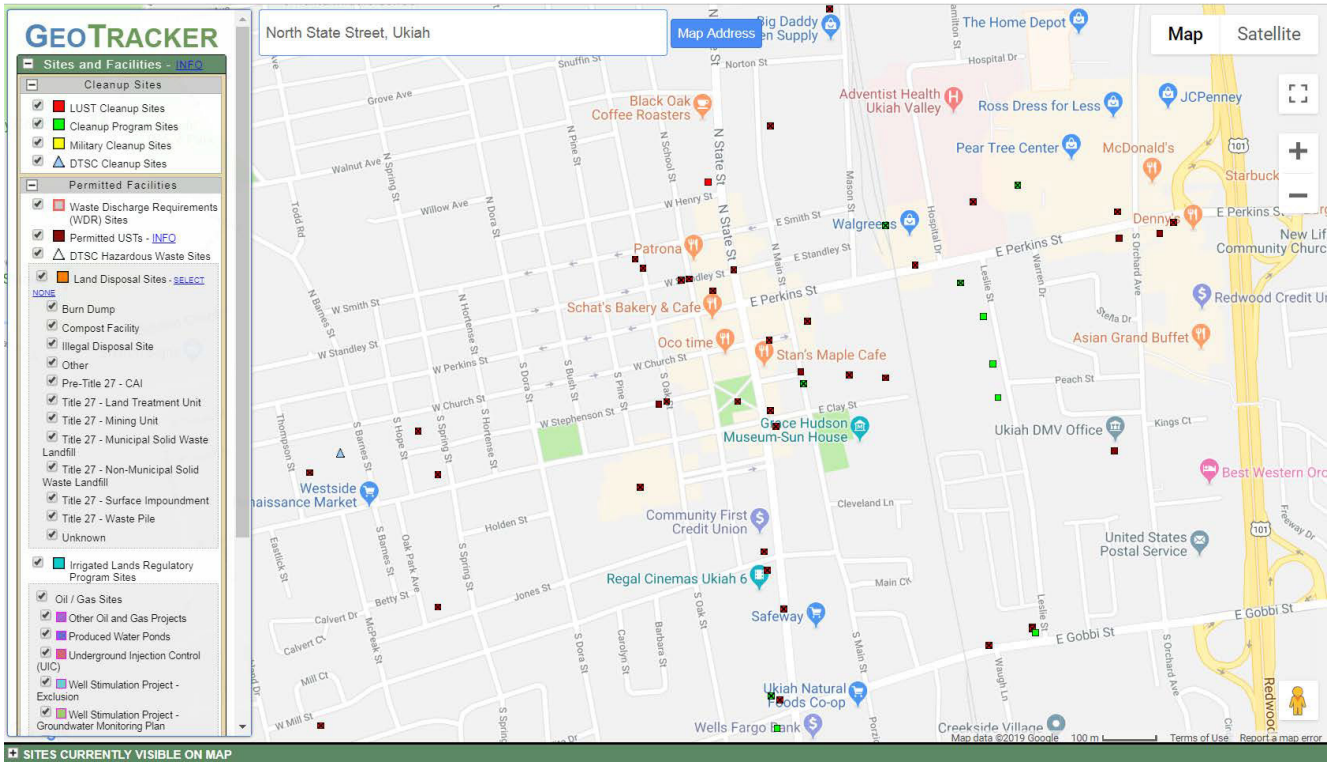
	Opportunity/ Innovative Approach	Further Discussion and/ or Team's Value
  	***1 | Avoid disruption to business*** State Street is lined with adjacent businesses, and in many cases those businesses are immediately behind the back of sidewalk. GHD would propose to employ a vigorous community engagement campaign to gather input from key stakeholders; the program could be web-based campaign to streamline engagement and feedback. Early outreach at a one-on-one level will be provided to the adjacent property owners to hear their concerns and allow them to feel/be involved in the process. An innovative way to get collaboration is to utilize an existing vacant store-front as a working office for a week to do live interactions and updates to the streetscape plan. Charrettes and workshops can happen in the late afternoon with work the following day and an updated plan within 24 to 48 hours.	GHD and WRT performed an extensive outreach program on Main Street in Willits and Cloverdale for their Downtowns. Those programs included an engaged public and adjacent property owners. We will use proven tools from our team's collective toolbox to promote communication, involvement, and consensus.
 	***2 | ADA compliance and doorway conforms*** Dated curb ramps, missing curb ramps, buckled sidewalks, tall curbs and other site conditions will be addressed through new cross-section designs, allowing for conventional ADA-compliant facilities. Our design will include access to adjacent buildings where they are immediately adjacent and required through agreements. Our design will also seek to enhance safety lighting for safety. The road diet will provide calming and reduce travel speeds.	GHD has tackled challenging back-of-walk constraints on projects in Downtown Cloverdale and Petaluma that mirror those in Ukiah. We will use those tactics where applicable and agreeable to owners and the City. Improvements could include targeted ramps, material changes, railing, and other measures.

	Opportunity/ Innovative Approach	Further Discussion and/ or Team's Value
	***3 | Appropriate pavement rehabilitation/cross-section*** As the former Highway 101 corridor, the existing roadway has a long history, multiple pavement types, inconsistent sections, and can prove challenging to select a single solution. Our Team will start by identifying an appropriate method of rehabilitation: FRAC? Dig outs? Consider existing pavement section and condition. We will seek low-cost high-longevity solutions. GHD will work with the City to identify the desired Traffic Index for the pavement design.	GHD has had great long-term success on our rehabilitated former Highway 101 projects. These projects typically included HMA overlays with full depth HMA at dig-outs of severely degraded pavement locations.
	***4 | Road diet design – transitions and techniques*** The original streetscape plan was a concept-level plan and included a rigid "block-by-block" shifts in typical sections. The key will be to get alignment across intersections for improved flow and safety (reduce conflicts). Existing signals at Perkins and Standley, with just 200 feet between them, these signals should be interconnected and coordinated to reduce impacts of queuing, mid-block parking maneuvers, and delay. With newly created left-turn pockets, signal phasing should upgrade the existing protected/permissive signal phasing at Perkins to a more conforming "flashing yellow arrow" phasing, and include the same at Standly for southbound traffic. The use of protected/permissive phasing will manage left-turn movements within turn pockets, reducing blocking of the through lane, and reduce vehicle emissions and delay in lighter traffic conditions, when vehicles have more gaps.	Mill is signalized, while over 1,500 feet from Perkins the intersection is just 500 feet from the adjacent Gobbi Signal. While the Mills/Perkins segment is not a candidate for coordination, Gobbi is. As modified with this Project to provide flashing yellow arrow or retain permissive phasing, infrastructure within the project limits towards Gobbi is recommended. Interconnect along the corridor, by providing conduits and pullboxes in new sidewalk does create an opportunity for a corridor wide management of equipment and smart infrastructure.

	Opportunity/ Innovative Approach	Further Discussion and/ or Team's Value
	***5 | Construction sequencing/ traffic handling*** Develop block-by-block and site-wide traffic handling plans. Review adjacent land uses and constraints with City and stakeholders. One potential concept could be to design the Project improvements with the intent of half-street construction, allowing a contiguous path of travel on one-half of the road for through traffic.	GHD will utilize senior Construction Management and inspection staff, with our Project Traffic Engineer, to develop customized and innovative solutions for construction sequencing and traffic handling.
 	***6 | Utility Coordination*** Identify anticipated ultimate utility needs early for incorporation into plans. Communicate with third party utilities. Coordinate with City utilities. Establish critical path schedule and hold regular meetings to establish accountability to the schedule.	If undergrounding of the existing overhead is desired, we would work with the City to determine if spare conduit can be placed for future use by AT&T and other carriers. This approach would allow the City to better control construction and meet the overall schedule.
 	***7 | LID/drainage enhancements*** GHD and WRT recognize the City's desire to establish low impact design stormwater improvements that provide water quality, enhance the character of the downtown and adequately address stormflows. As identified in the RFP, we would propose to use planted bulb-outs similar to those in Downtown Healdsburg, as a primary Best Management Practice.	Stormwater flows travel west to east in this area of the City. State Street bisects this area, sending flows from the west to the west-side gutters and inlets. Gutterflows on the east side are from the roadway (about 80% of the road surface) and from adjacent buildings and front yards. These flows are sent easterly on side streets or captured in inlets.

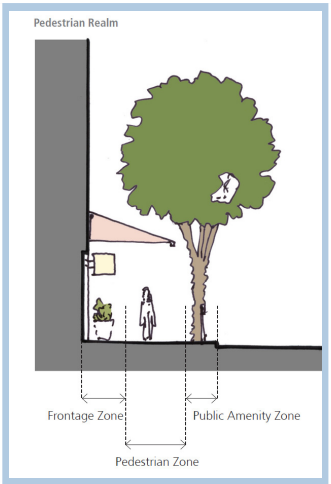
Critical Environmental Issues

	Opportunity/ Innovative Approach	Further Discussion and/or Team's Value
	1 | HAZMAT assessment and handling GHD is aware that there may be abandoned/former heating oil tanks within the project limits. GHD has the internal resources to address the situation and decide if pre-work is desired or if construction phase remediation is an acceptable approach.	GHD has performed initial investigations to identify potential locations of contaminated materials, groundwater, or facilities. This is currently an optional task, though it is recommended that scope be included to, at a minimum, develop specifications for the contractor to implement during construction phase of the Project. This lesser option can become more costly with potential unforeseen conditions that are not clearly identified in the bid documents.

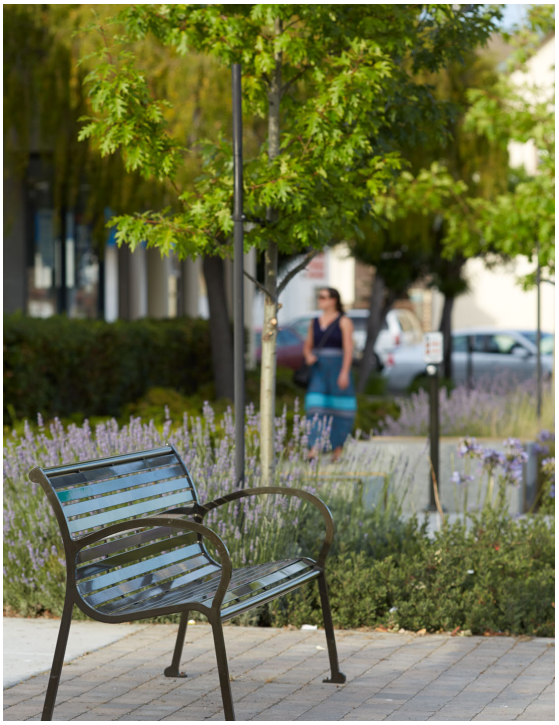


GHD has reviewed online data resources that provide information on facilities with listed hazardous waste contamination. These include the list of Leaking Underground Storage Tank Sites from the Water Board GeoTracker database, shown above.

Critical Streetscape Design Issues

	Opportunity/ Innovative Approach	Further Discussion and/or Team's Value
	***1 | Preservation of existing trees*** Nothing kick-starts the aesthetics of a newly finished streetscape project better than well placed and attractive mature trees. GHD will work with WRT and our arborist (optional service) to evaluate each tree proposed to remain with respect to the proposed improvements and their potential impact. Additionally, some trees could be candidates for relocation, based on appropriateness, general health, and value.	As an option, our arborist can prepare specifications for the handling of specific trees to remain, guide trimming requirement, and help ensure that the trees remain healthy through construction and into the future.
	2 | Maximize visibility to Businesses Tall, well-spaced tree strategy. Business sign placement.	On downtown main streets like State Street, business owners seek visibility of their frontage. It is important to consider visual access during tree selection and placement. Our experience is that taller trees correctly spaced affords the best visibility of the business frontage. We also find that demonstrating successful strategies where signs are placed for pedestrian as well as vehicle viewing helps merchants avoid future conflicts.
	***3 | Widen sidewalks and transform downtown*** Develop organized plan for "Frontage Zone," "Sidewalk Zone," and "Furnishing/ Tree Zone." Review pedestrian flow movements.	Widening State Street sidewalks will have measurable benefits to business access, pedestrian comfort, accessibility, and street character. Sidewalk widths of 8 feet (existing) are not adequate for the three sidewalk zones typically found in successful downtown environments: • Frontage Zone for use by businesses • Sidewalk Zone to provide ample space for movement • Furnishing/Tree Zone to allow seating, trash receptacles, tree planting, etc. A sidewalk with of 12 feet and greater will accommodate the downtown goals and reduce conflicts with overhead awnings. Moving curbs however can be expensive. The team will evaluate conditions and prioritize where the greatest benefit will be realized. Any transitions between width will be carefully designed to ensure an appropriate pedestrian flow.
	***4 | Get the most out of bulb-outs*** Review geometric opportunities in the design layout. Maximize opportunities for enjoyment and use.	Bulb-outs provide safety benefit to pedestrians and can create areas for seating and enjoyment of the downtown. The transition of the curb from bulb-out to normal sidewalk width requires careful design to meet goals for parking, street maintenance, and gathering space. As a general rule, we keep the inside and outside radius of the curb transition as tight as possible to preserve on street parking. Street crown is also a critical design factor of bulb outs. There is a cost/ benefit to reducing the crown and the normalization of bulb-out treatment with raised curbs, and ramps.

	Opportunity/ Innovative Approach	Further Discussion and/or Team's Value
	***5 | Prioritize Furnishings and Street trees*** Maximize impact value of the project through through selection of context sensitive street lights, landscape items and sight furnishings.	We find that the greatest value is realized from the vertical features of the street. Proper tree selection, root zone soil preparation, street lights, benches, planters, seatwalls, and gateway elements are high value items. Decorative paving also enhances a streetscape. However, long-term maintenance and benefit to merchants can sometimes be secondary to vertical features. Our Team will carefully consider cost/benefit in the detailed design and budgeting of the project. As an option, we can review wayfinding program and branding options for the Downtown to further enhance the experience of the users.



ROLES OF KEY TEAM MEMBERS

The following individuals have been identified as key team members for the GHD Team. All members of the Team have expertise in their area of practice and/or have extensive experience on similar downtown roadway corridor streetscape projects, including Federally-funded projects in Mendocino and Sonoma Counties. Brief bios and references for each key team member are also provided below and resumes are provided in the Appendix.

25 years of experience

Bill Silva, PE, QSD/P | GHD

Role: Principal-in-Charge

Civil Engineer: CA #53235

California Water Board QSD/P

With over 25 years' experience in public sector civil engineering, transportation, and utilities design, Bill is highly skilled at CIP and Public Works project design, including: large-scale redevelopment, roadway and bridge design, railroad design, various water, sewer and storm drain projects, and a broad background in all phases of project planning, outreach, and design through construction.

Bill has been a County Public Works engineer and an Assistant City Engineer. Most importantly and relative to the Ukiah Streetscape Project, he has designed and/or managed seven exceptionally similar streetscape, road-diet, Federally-funded, former Highway 101, high-profile, downtown projects along the Highway 101 corridor in Northern California, from southern Sonoma County through Mendocino County including Petaluma Boulevard Road Diet/Streetscape, Cloverdale Downtown, Windsor Town Green, Healdsburg Avenue Roundabout, Hopland Complete Street, and Willits Main Street.

Reference: Bill Gamlen, PE, Chief Engineer, Sonoma-Marin Area Rail Transit (SMART), T +1 707 794 3049

Reference: Sanjay Mishra, Engineer, PE: Napa Valley Transportation Agency, T +1 707 259 8631

15 years of experience

Matt Kennedy, PE, TE | GHD

Role: Project Manager

Civil Engineer: CA #68304

Traffic Engineer: CA #2385

QA/QC Manager Matt Kennedy is a licensed Civil and Traffic Engineer with 15 years of experience in water/wastewater, traffic/transportation and sustainable civil engineering. He is adept in the design and management of a broad range of civil infrastructure projects, including water and wastewater systems, underground utilities, storm drainage and Low Impact Development (LID) design, traffic signals, roadways, pedestrian and bicycle facilities, striping and signing, grading and drainage, civil site design, and traffic control plans. His experience also includes a broad range of planning, modeling and analysis capabilities including utility master planning, hydrologic and hydraulic modeling, water and wastewater process design, preparation of traffic and parking studies, circulation studies, and analysis and timing of signals. He is also experienced in land surveying and construction management.

Reference: Rick Seanor, Deputy Director of Public Works; City of Ukiah; T +1 707 463 6296; rseanor@cityofukiah.com

Reference: Bruce Oveson, Capital Projects Manager; County of Sonoma; T +1 707 565 3665; Bruce.Oveson@sonoma-county.org

12 years of experience

Jeremy Schmal, PE | GHD

Role: Deputy Project Manager

Civil Engineer: CA #87192

As Deputy Project Manager, Jeremy Schmal will be the primary point of contact for the City. He will be responsible for coordinating the team's efforts and maintaining adherence to the project schedule, scope, and budget.

Jeremy brings over 12 years of experience in civil engineering working with the public sector. He has performed project management and project engineer duties on numerous multi-million dollar public works transportation improvement projects including roundabouts, pedestrian improvements and ADA compliance, roadway widening, utility relocation, intersection improvements and traffic signals, and complete street projects. Jeremy also has experience administering projects with Federal Aid/Local Assistance funding, traffic engineering, transportation analysis and planning, and high-visibility pedestrian projects. Other experience includes construction management, where he has acted as Resident Engineer and Lead Inspector as well as providing construction engineering and bid support.

Reference: Eric Miller, PE,TE, Principal Engineer, County of Marin, T +1 415 473 6354, EMiller@marincounty.org

Reference: Mario Landeros, Senior Engineer (retired), City of Healdsburg, T +1 707 228 6111, lanmuril@msn.com

29 years of experience

Jerry Champa, PE | GHD

Role: Local Assistance Coordinator

Civil Engineer: CA #40573

Jerry Champa will provide Caltrans Local Assistance support to the City for the California Transportation Commission program and requisite construction allocation documentation. Jerry has been assisting state and local agencies to secure funding for safety-centric, operational and active transportation infrastructure improvements since 1998. As a Strategic Highway Safety Plan Co-Lead, Jerry authored and led implementation of the Caltrans and CA Manual on Uniform Traffic Control Devices (MUTCD) policy that established the innovative performance-based evaluation framework and analytical tools proven to identify and produce acceptance of optimal solutions. Jerry continues to be a national leader, training instructor, and advocate for the adoption of Intersection Control Evaluation (ICE) as a traffic engineering policy and type-selection tool for making the optimal investment decision on solution proposals involving new, expanded, or improved access points. His expertise was developed over a 25-year-period through statewide roles as a Caltrans Geometric Design and Traffic Engineering Policy, Funding Program, and Technical Assistance Specialist and "Change Agent."

Reference: Robert Peterson, Local Highway Safety Improvement Program Manager; Caltrans Headquarters, Division of Local Assistance; T +1 916 759 6307; robert.peterson@dot.ca.gov

Reference: Morgan Beryl, Planning Director; Eagle County, CO (currently transitioning to this agency); T +1 970 328 8746; morgan.beryl@eaglecounty.us

31 years of experience

Doug Ries, PE | GHD

Role: QA/QC Manager

Civil Engineer: CA #47768

As QA/QC Manager, Doug Ries will work with the design team to provide overall quality assurance, and provide quality control reviews of all deliverables.

Doug, a company principal, manages an assortment of public works and infrastructure projects. His professional knowledge includes roadway design, bike lane/bike path design, interchange projects, construction administration, master plans (water, sewer, and storm drain design), community facility districts implementation, and hydraulic/utility/drainage design for state and local facilities. He has prepared PSR, PR, PA/ED, and PS&E for various Caltrans projects throughout the State. He brings expertise in construction administration; geometric roadway, grading, hydraulic and hydrology design; infrastructure planning and design; and public outreach; as well as water, sewer and storm drain master planning and design.

Reference: Toni Bertolero, Public Works Director, Town of Windsor, T +1 707 838 1006; tbertolero@townofwindsor.com

Reference: David Mickaelian, City Manager, City of Healdsburg, T +1 707 431 3317; dmickaelian@ci.healdsburg.ca.us

20 years of experience

Pat Tortora, PE | GHD

Role: Engineering Lead

Civil Engineer: CA #80067

Pat Tortora will provide technical design support in preparing the plan and profile, specifications, and cost estimate.

Pat brings over 20 years of experience in providing planning, design, and construction engineering solutions to public and private clients, with an emphasis on civil design in collaboration with multi-disciplinary teams for comprehensive civil and transportation infrastructure projects. For municipal entities and governmental organizations throughout northern California, his infrastructure improvements address water quality concerns, utility infrastructure, pedestrian and vehicular safety measures, and sustainably-minded, comprehensive sewer, water, and civil site work. For Phase 1 of the City of Ukiah's Northwestern Pacific Rail Trail Project, Pat served as Lead Civil Engineer and i has performed key oversight and civil engineering design on trail, pathway, and/or Safe Routes projects for SMART, the City of Fort Bragg, the City of Rohnert Park, and the City of San Jose

Reference: Benjamin Kageyama, Senior Civil Engineer, City of Healdsburg, T +1 707 431 3397; bKageyama@ci.healdsburg.ca.us

Reference: Josh Savage, Executive Director of Facilities, Maintenance and Operations, CRPUSD; T +! 707 792 4737; josh_savage@crpusd.org

24 years of experience

Frank Penry, PE, TE, PTOE | GHD

Role: Traffic Engineering Lead

Civil Engineer: CA #C62785

Traffic Engineer: CA #TR2304

Professional Traffic Operations Engineer: CA #1603

Frank Penry brings years of experience in transportation planning and traffic engineering design, Frank is adept at managing multi-disciplinary project teams. He has managed numerous transportation studies and design projects over the years, from small development impact studies to major roadway improvements. Frank has served as the City Traffic Engineer for the Cities of Petaluma, Cotati, Sonoma, and Fortuna, providing the administration for and development of Municipal Traffic Engineering Programs. He is well versed in a variety of civil engineering projects.

Reference: Alejandro Perez, PE; Senior Civil Engineer; Town of Windsor; T +1 707 838 5318; aperez@townofwindsor.com

Reference: Wil Buller, PE, TE, PTOE; Traffic/Transportation Engineer; AC Transit - Service & Operations Planning; T +1 510 231 5414;wbuller@actransit.org

15 years of experience

Matt Wargula, PE, TE, QSD/P, LEED AP | GHD

Role: Utility Coordination Lead

Civil Engineer: CA #76103

Traffic Engineer: CA #TR2749

California Water Board QSD/P: #01146

LEED Accredited Professional

Matt Wargula, licensed civil and traffic engineer with over 15 years of project experience, will coordinate utility relocations as needed for water, sewer and storm drain related to transportation improvements and reconstruction of utilities. He will work with Subtronic to identify utilities for positive location. Additionally, Matt will work with the project engineer to assist with design elements as required. He has experience with the design and construction of a variety of civil infrastructure projects, including geometric design, traffic signals, pedestrian and bicycle facilities, striping and signing plans, pavement reconstruction and rehabilitation, underground utilities and traffic control systems for construction. He regularly manages Caltrans Local Assistance projects and provides QA/QC leadership for the US West Traffic and Transportation team.

Reference: Alejandro Perez, Senior Civil Engineer, Town of Windsor Public Works Dept., T +1 707 838 5318, aperez@townofwindsor.com

Reference: Colleen Ferguson, Public Works Director/City Engineer, City of Sonoma, T +1 707 933 2230, cferguson@sonomacity.org

16 years of experience

Brian Bacciarini | GHD

Role: NEPA/CEQA Compliance Lead

OSHA 40-Hour HAZWOPER Certification

OSHA 8-Hour Annual HAZWOPER

Brian Bacciarini will collaborate with the design team and the City to identify and evaluate key environmental considerations surrounding the project.

Brian is a Senior Environmental Planner at GHD specializing in evaluating projects pursuant to CEQA and NEPA, including projects involving federal funding programs and compliance with Caltrans Local Assistance Procedures. Brian's project experience includes many public works related projects, including new and reconfigured roadways, roundabouts, bridges, rail crossings, helipads, utility and water main replacements, parking structures, and more.

Reference: Chris Catbagan, Capital Projects Engineering; City of Santa Rosa; T +1 707 543 4521; ccatbagan@srcity.org

Reference: Craig Scott, Public Works Director; City of Cotati; T +1 707 665 3620j; cscott@cotaticity.org

7 years of experience

Kat Harvey, PE, QSD/P | GHD

Role: LID Design Lead

Civil Engineer: CA #84798

Kat Harvey will coordinate with the design team to lead the design on LID and storm drain features in a contextsensitive way to integrate with the rest of the design.

Kat, a licensed engineer and Qualified SWPPP Practitioner and Qualified SWPPP Developer, has over seven years of experience with stormwater and LID design. Kat's attention to detail and organizational skills give clients confidence that their project will stay on track for schedule and budget. She also has experience in land development, roadway and pedestrian improvements design, stormwater permitting and design, and SWPPP development. She enjoys finding innovative solutions for clients to keep up with ever changing regulations.

Reference: Jim Heid, Sustainable Development Advisor/ Land Planner, Urban Green, T +1 415 218 6709, jim@urbangreen.net

Reference: Carl Euphrat, PE, Senior Civil Engineer; Town of Windsor; T +1 707 838 1195; ceuphrat@townofwindsor.com

30 years of experience

Chris Trumbull, PE | GHD

Role: Geotechnical/ Pavement Engineering Lead

Civil Engineer: CA #C84798

Geotechnical Engineer: CA #G2491

Chris Trumbull will serve as the Geotechnical/Pavement Lead for this project.

Chris has nearly three decades of experience in civil and geotechnical engineering for municipal and regional clients throughout northern California, relying on his technical expertise in field exploration and testing in soil and rock environments. He has worked with all of our managing and lead team members on numerous trail-related or transportation infrastructure improvements projects, providing geotechnical investigation and correlating services for SMART (Payran Trail; pedestrian pathway in Rohnert Park), the East Bay Regional Parks District (San Francisco Bay Trail), and the City of Hayward, in addition to bridge and streetscape projects for the Santa Clara Parks and Recreation Department, PG&E, the Town of Windsor, and the Cities of Roseville and San Carlos. Chris has also previously served the City of Ukiah by performing an investigation of multiple potential municipal water well sites.

Reference: Ahmed Thleiji, Assistant Engineer; Sonoma-Marin Area Rail Transit (SMART); T +1 707 285 8189; athleiji@sonomamarintrain.org

Reference: Toby Perry, Bay Trail Project Manager; East Bay Regional Park District; T +1 510 544 2317; tperry@ebparks.org

11 years of experience

Lindsey Van Parys, PE, QSD/P | GHD

Role: CTC Funding Lead

Civil Engineer: CA #79989

California Water Board QSD/P: #23897

Lindsey Van Parys will assist the City with navigating the CTC and federal funding processes, preparing signature ready requests for authorization, and be a resource for successfully delivering the project while adhering to funding requirements.

Lindsey is a registered civil engineer in multiple states and holds a certificate in Traffic Collision Investigation. She has over 11 years of experience in delivering transportation projects, and is currently a Project Manager that oversees project operations. Her experience includes delivering Federally-funded projects on and off the State Highway System. She has experience in delivering roundabout, streetscape, trail, roadway/highway improvement, and various other project types. She is the North American Service Line Leader for Road Systems and Transportation Planning and Traffic Engineering for GHD.

Reference: Eric Whan, Deputy Director of Public Works, City of Napa; T +1 707 257 9634; ewhan@cityofnapa.org

Reference: Bryan McKinney, City Engineer, City of La Quinta; T +1 760 777 7045, Bncjunney@laquintaca.gov

20 years of experience

John Gibbs, ASLA, LEED AP | WRT

Role: Landscape Architecture & Outreach Lead

Registered Landscape Architect: CA #4417

LEED Accredited Professional

John is a registered landscape architect and urban designer in WRT's San Francisco office and will lead efforts for Landscape Architecture and Outreach.

He is a landscape architect and urban designer with 20 years of experience. He shares WRT's deep commitment to environmentally rooted planning and design excellence. His work reflects his belief that open space infrastructure, whether at the scale of streets, landscaped plazas, or parks is a crucial and integral part of creating quality urban environments. He is a practice leader in WRT's Community Design and Parks & Open Space practices where he is committed to enhancing community open space and expanding mobility options through complete streets, trails, and district pedestrian networks. Community engagement is fundamental to all facets of his work, and his outreach skills are valued by clients who seek outcomes rooted in productive public dialogue. His community engagement skills and ability to help clients build consensus through a managed process has become a specialty service that compliments his traditional planning and design leadership.

Reference: Dusty Duley, City Planner; City of Willits; T +1 707 459 4601; dduley@willitscity.com

Reference: aimie Orfanos - Community Development Agency Manager; Alameda County Community Development Agency - Economic + Civic Development Department; T +1 510 670 6107;jorfanos@co.alameda.ca.us

15 years of experience

Tim Dillenburg, QSD/P | GHD

Role: Adjacent Owner Liaison

With over 15 years as a Construction Manager/RE and inspector, Mr. Dillenburg has a vast experience with street resurfacing projects, having worked with Caltrans, the County of Sonoma, and the Cities of Santa Rosa, Rohnert Park, Windsor, Healdsburg, Ukiah, Willits, Napa, and Fort Bragg. He's adept at prioritizing and coordinating tasks and specialty inspections, delegating responsibilities, and communicating effectively to keep projects on schedule and ensure that his clients' objectives are achieved. Tim is Caltrans certifed as a Local Agency Resident Engineer, so he is very familiar with Caltrans' Standard Specifcations and Federal project requirements. Having been through many Caltrans audits, Tim has developed an ability to produce a very complete and thorough set of federally compliant project files.

Reference: Liane Ware, PE, Civil Engineer/CIP Manager, City of Rohnert Park, T +1 707 588 2235, lware@rpcity.org

Reference: Mario Landeros, PE, Civil Engineer (former), City of Healdsburg, T +1 707 228 6111, lanmuril@gmail.com

19 years of experience

Tony Cinquini, PE, PLS | Cinquini & Passarino

Role: Topographic & ROW Survey Lead

Civil Engineer: CA #C62341

Professional Land Surveyor: CA #8614

FAA Remote Pilot for Small Unmanned Aircraft Systems: #3906702

Tony Cinquini, a California licensed Professional Engineer and Professional Land Surveyor, will lead the land surveying effort, responsible for overall topographic and feature mapping, developing the basemap for design, and verifying City right-of- way boundaries. Tony brings 20 years of experience in project management, topographic surveys, ROW surveys, legal description and plat preparation, construction surveys, and land survey technology including laser scanning and unmanned aerial systems. This experience enhances his ability to effectively work on infrastructure improvements, redevelopment and development projects, roadway realignments, and utility rehabilitation projects.

Reference: Vanessa Garrett, PE, Senior Engineer: City of Rohnert Park: T +1 707 588 2251: vgarrett@rpcity.org

Reference: Dan Herrera, PE, Senior Civil Engineer: City of Petaluma DPW&U; T +1 707 778 4589: dherrera@ci.petaluma.ca.us

31 years of experience

Gary Dowd | AR\WS

Role: Right-of-Way Appraisal/Acquisition Lead

State of California, Department Real Estate Broker's License No. 01753694

State of California Notary Public Commission No. 2206324

Gary Dowd will provide ROW project management and acquisition services for this project. Since 2013, Gary has provided acquisition services; program management support; budget oversight; project coordination; and final delivery of projects for both private companies and public agencies for AR\WS. He worked for the San Francisco Public Utilities Commission (SFPUC) as both Assistant Director and Director of the SFPUC Real Estate Services Division for 16 years and was responsible for all property acquisition, sales, leasing, property management, facilities management, and property development activities of the SFPUC's vast land holdings. He also worked for six years as a Right-of-way Agent with Caltrans, District 4, in Oakland, CA and was responsible for acquisition, appraisal, property management, local agency oversight, planning and management.

Reference: Rahn Springer, Senior Real Estate Agent, Santa Clara Valley Water District, T +1 408 265 2607, rspringer@valleywater.org

Reference: Kathy Wood, Right-of-way Manager, Sonoma County, T +1 707 656 2257, Kathy.Wood@sonoma-county.org

37 years of experience

Steve Weinberger, PE, PTOE | W-Trans

Role: Signing & Striping Lead; Study Revaluation (if requested)

Civil Engineer: CA #43159

Traffic Engineer: CA #1440

Professional Traffic Operations Engineer: #342

Steve Weinberger will lead W-Trans' signing and striping services for the corridor as well as providing continuity to the previous traffic engineering analysis and concept plans for State Street which he led 10 years ago. If requested by the City, Steve can also provide a study re-evaluation of the traffic operations to confirm the road diet geometrics and more critically, to determine maximum left-turn queuing which could inform the geometric design. Steve is one of the founding Principals and specializes in Complete Streets traffic engineering and planning, pedestrian safety, and active transportation planning and operations. He has 37 years of traffic engineering experience and is certified instructor for the National Complete Streets Coalition.

Reference: Henry Mikus, Public Works Director, T +1 707 823 5331, hmikus@cityofsebastopol.org

Reference: Nick DeBar, Public Works Director/City Engineer, T +1 805 461 5000, ndebar@atascadero.org

This page intentionally left blank

DETAILED SCOPE OF WORK

General Description

The City of Ukiah is proposing an improvement project on State Street, from 200 feet south of Mill Street to 200 feet north of Henry Street. The project will combine three separate components: Downtown Streetscape, Road Diet, and Utility Work.

This scope is to provide professional engineering and other related services for the construction of the improvements. Anticipated disciplines include civil, survey (topography/ROW), LID, electrical, utility coordination and design, traffic, landscape architecture, ROW, public outreach, education and relations, geotechnical investigation, environmental compliance and hazardous materials. Identified recommended or optional tasks include utility potholing, record of survey, bid support, financing, and construction phase support.

Given that the project is a combination of three projects with three different funding sources it is understood invoicing will be done separately. It is likely that complexities may arise during the invoicing and State/ Federal reimbursement processes, but in an attempt to keep the tasks of the three projects separate they have been split when feasible. The tasks have been identified to belong to either the ***Downtown Streetscape Project (DS), the Road Diet Project (RD)*** or the ***Utility Project (UT)***. Where it was not logical to separate tasks by project the applicable projects were noted.

Below is a Detailed Scope of Work that describes the specific services, tasks, and deliverables to be completed by Consultant. Assumptions and exclusions related to the contract work are listed after the scope or services.

Task 1. Project Management and QAQC

Management activities will consist of: project management plan and internal coordination, project schedule, agency coordination, project meetings, and quality assurance/quality control as stated in the following sub sections:

1.1 Project Management and Internal Coordination (DS, RD, UT)

Supervise, coordinate and monitor planning and design of the Project for conformance with standards and policies. The geometric standards will follow Caltrans (English Unit) Highway Design Manual (HDM, current version), Caltrans 2018 (English Unit) Standard Plans, most current City Standard Plans, Caltrans 2018 (English Unit) Standard Specifications, and City Standard Special Provisions.

In close consultation with the City, the Consultant will be responsible for project management activities including: oversight, scheduling, reporting, coordination meetings, record keeping and quality assurance. Consultant will conduct a kick-off meeting with City staff to finalize the scope of work & schedule and discuss issues such as the project goals, opportunities, constraints, information needs, roles, responsibilities, and expectations.

Coordinate the project with various Consultant functional groups to ensure timely delivery of qualified products. Consultant will utilize its standard core processes and implement a quality control procedure for design activities, perform in-house quality control reviews for major milestones, and submit project deliverables to the City for review in accordance with the approved schedule dates.

This task includes one (1) internal project kickoff meeting with key Consultant design team members. In preparation of the kickoff meeting, Consultant will prepare a Project Management Plan ("work plan") identifying all major tasks and key milestones, staff assignments and specifying roles and responsibilities of Consultant team members and the City.

It is understood that Matt Kennedy, PE, TE, will be the Project Manager and Jeremy Schmal, PE will be the Deputy Project Manager; both will be available for regular meetings at the City.

Deliverables

- Draft Project Management Plan (outline format)
- Final Project Management Plan (outline format)

Services Provided by City

- City will make arrangements for meeting room and meeting scheduling.
- City review by the various departments and divisions will be coordinated by City Design staff. Comments will be gathered and submitted to Consultant in one comment submittal package.
- Given the short time frame between deliverables and that work will need to begin immediately upon contract issuance the work plan will be presented in outline format.

1.2 Project Schedule (DS, RD, UT)

Prepare a detailed Critical Path Method (CPM) schedule for the entire project. Microsoft Project will be the software used for this task. Update the Microsoft Project CPM schedule after each submittal or on an as needed basis and submit to the City. It is assumed that the awarded contractor will prepare a detailed construction schedule and Consultant will include a milestone schedule for "start" and "end" of construction.

Deliverables

- CPM schedule - one electronic PDF copy submitted via email.

1.3 Agency Coordination (DS, RD, UT)

Coordinate with the City, any necessary subconsultants, and involved agencies/stake holders to promote timely flow of information for each task activity. It is anticipated that the following City departments, outside agencies and stakeholders are: City Public Works (PW), City Electric Department, and similar agencies.

Deliverables

- Meeting agenda and meeting notes will be prepared by Consultant and submitted to City for distribution. Meeting notes will be submitted within 10 working days of the meeting.
- Record of critical telephone communications will be provided by Consultant via email communication to City within 10 working days of the communication.
- As-needed meeting presentation materials and handouts will be provided by Consultant.

Services Provided by City

- Information regarding direct communication and documentation from City departments and outside agencies affecting the project design will be provided to Consultant via email and electronic documents (pdf)
- City will make arrangements for meeting room and meeting scheduling.

1.4 Caltrans Local Assistance Coordination (DS, RD)

Coordinate with the City for the preparation of all applicable deliverables and supporting documents in the format suitable for submission to Caltrans Local Assistance in conformance with the Caltrans Local Assistance Procedures Manual (LAPM). The complete Request for Allocation and Request for Authorization packages will be completed by the consultant team, along with all required supporting documentation.

Deliverables

- Utility Agreements, Notices to Owner (NTO) and Report of Investigation (ROI)
- ROW Certification
- Request for Allocation package for Downtown Streetscape, RPSTPLE-5049(025)
- Request for Authorization package for Road Diet, HSIPL-5049(026)

Services Provided by City

- City will handle communication with Caltrans Local Assistance unless consultant team is asked to communicate directly with Local Assistance Engineers directly
- City will provide all required background information to complete forms associated with all steps as outlined in the LAPM

1.5 Project Meetings (DS, RD, UT)

Attend meetings such as project/design coordination meetings with the City and other design team members (3 meetings) and comment review sessions (2 meetings). The meetings will be held on an as needed basis. Consultant assumes that the meetings will be held at the City offices. For purposes of the Fee Estimate, it is assumed that the Project Manager or Deputy Project Manager, the Project Engineer and one additional team member may be required to attend the meetings addressed under this task.

Deliverables

- Meeting agenda and meeting notes will be prepared by Consultant and submitted to City for distribution. Meeting notes will be submitted within 10 working days of the meeting.
- As-needed meeting presentation materials and handouts will be provided by Consultant.

Services Provided by City

- City will make arrangements for meeting room and meeting scheduling.

1.6 Progress Reporting/Invoicing (DS, RD, UT)

Prepare and submit monthly progress reports with invoices in accordance with the City requirements clearly separating and identifying the three separate project components. Control of project costs will be accomplished through a work-breakdown structure invoice format; data on each task will include current charges, to-date charges, estimated percent complete, and remaining balance – all by separate project components and individual task.

Deliverables

- Monthly progress and budget summaries submitted electronically (email) with monthly (hard copy) invoices in a format consistent with the LAPM requirements for the downtown streetscape and Road Diet projects.

1.7 Quality Assurance/Quality Control (DS, RD, UT)

Consultant senior staff will continue to perform quality control review throughout the project life and the project manager will perform a quality assurance audit prior to major submittals to the City (per ISO 9001 Certification). Engineer level staff will perform the regular quality control reviews/checks and manager level staff will perform the quality control reviews/audit prior to major submittals. The QA/QC check plans and prints will be kept at the

Consultant office and will be made available for review by the City.

Deliverables

- Redlined review comment and response sheets

Task 2. Surveys, Mapping and Site Data

2.1 Background Research (DS, RD, UT)

This task will consist of data collection and review of activities, including assembling available information from the City and identifying additional data and information that is required to properly design the improvements. Consultant will request and review any readily available reports, studies, as-built/development plans from the City to identify roadway alignment, structural sections, other built features, ROW, near-term and future projects planned in the area and/or by the City and other pertinent information.

2.2 Surveys and Mapping (DS, RD, UT)

Cinquini & Passarino will prepare the base topographic surveys necessary to facilitate the design of the streetscape, road diet and utilities improvement project. All topographic mapping will be at a drawing scale of 1 inch = 20 feet, unless otherwise requested, with a one foot contour interval. The topographic survey will include the following:

- Topographic survey coverage area will include State Street beginning 200 feet south of Mill Street to 200 feet north of Henry Street; Stadley Street from School Street to Main Street; and Perkins Street from School Street to Main Street.
- The width of the survey will be from face of building to face of building. If the building face is not located at the back of sidewalk we will map 10 feet beyond the back of sidewalk.
- Topographic survey will include all necessary work to produce a topographic map, including features such as, but not limited to; building corners and elevations, curb lines, water meters, sewer cleanouts, valves, manholes (including rim, invert and pipe information), utility markings on the pavement, utility poles, driveway and doorway locations, sidewalks, trees four (4) inches and larger, retaining wall or decorative walls, and any other pertinent information that could apply to the project during design.
- Topographic survey will be provided on North American Vertical Datum of 1988.
- Topographic map to horizontally relate California Coordinate System of 1983, Zone II.

We understand that time is critical on this project and we have prepared a critical path workflow to assist with the schedule. We propose to set control and begin the topographic mapping upon receiving notice to proceed. We will begin work in the heart of the project along Perkins Street, Stadley Street and State Street. Upon completion of the field mapping in those areas we will immediately begin the office processing and drafting while simultaneously complete the rest of the topographic survey along State Street. We plan to deliver the topographic survey in phases to GHD in order to provide the maximum amount of design time to meet the aggressive schedule.

Deliverables

- Topo survey (topo) - information shall be complete and comprehensive for design use; topo shall include all surface features within the proposed project limits and construction zone.
- Pickup of potholing locations (optional)
- Marking soil boring locations conducted during the geotechnical investigation. (optional)
- Miscellaneous field topo pickups as required for detailed design preparation.
- Topographic map, at 20 Scale

Services Provided by City

- Any existing topo information (in electronic format where available);
- Any existing ROW locations and parcel ownership information

2.3 Site Visit (with City) (DS, RD, UT)

Consultant will attend a project kick-off site visit with the City to review field conditions and develop a mutual understanding of the project design. Field investigations will be performed by Consultant engineers and coordinated with City staff to identify existing surface features, areas of improvements, any potential alternatives, and photograph the site to serve as the basis for defining the constraints.

2.4 Utility Potholing (Recommended Option) (DS, UT)

Consultant will review existing utility information and notify the City of any conflicts with proposed improvements after preliminary alignment of the sewer and water are determined. For identified utility conflict locations, Consultant will propose those locations for potholing. The anticipated utilities to be affected or be in potential conflict include sewer, water, storm drain, gas, dry utilities (traffic signal conduit, u/g electric, etc). To collect data for the accurate design of these utilities, utility potholing is proposed to collect field verified subsurface information. For consideration, this task is highly recommended and it is anticipated that approximately 25 potholes will be required for the project (approximately 1 pothole per 100 LF of roadway).

DELIVERABLES

- Depth, size and material of identified utilities

SERVICES PROVIDE BY CITY

- No cost encroachment permit for completion of pothole activities

This item is recommended and could be optional at the City's discretion.

2.5 Geotechnical Investigation (Recommended Option) (RD, UT)

Consultant will perform geotechnical investigation services and prepare a geotechnical report to support the project design. This geotechnical information will be used to properly design the LID components, recommend any structural section needs and determine overlay/PCC depths and identify possible issues with utility construction. It is anticipated that geotechnical services will include the following:

- 6 borings to the maximum depth of the proposed sewer, which would require traffic control, and possibly a utility locator
- Run perc tests in 2-3 holes to get infiltration characteristics
- Standard R-value and Atterberg testing
- Groundwater Level (if occurring within boring limits)

DELIVERABLES

- Draft Geotechnical Report
- Final Geotechnical Report

SERVICES PROVIDED BY CITY

- No cost encroachment permit for completion of coring activities
- Any recent existing ADT vehicle counts or calculated Traffic Index for State Street (new ADT counts can be collected – see Optional Task 2.6)

This item is recommended and could be optional at the City's discretion.

2.6 Traffic Data (Optional) (RD)

Consultant will conduct traffic counts for use in calculating the Traffic Index (TI) of State Street and for use in signal timing/coordination. 24-hour ADT counts will be done for TI and peak hour turning movement counts (including bikes and pedestrians) for signal timing.

DELIVERABLES

- 24-hour ADT counts
- Peak hour turning movement counts

SERVICES PROVIDED BY CITY

This item is optional at the City's discretion

Task 3. Outreach and Coordination with Adjacent Properties

3.1 Community Outreach (DS)

The goals of the Consultant team for this task are to:

- Inform/remind the community about the project
- Build a database of interested people to remain in contact with during construction
- Combine in-person and online engagement to maximize contact
- Target downtown merchants and property owners

Consultant team will prepare printed and online materials to inform the public about the project and associated events. Emphasis will be placed on downtown businesses and property owners.

DELIVERABLES

- Provide information for City hosted website - project information, meeting notifications, and sign up for notices.
- Project Information Sheet: A written project sheet similar to that is in the RFP to be handed out or mailed to businesses and residents surrounding the project area. Meetings and the website URL will be included.
- Meeting Flyers (3)
- News Articles (2)
- Targeted Emails and Calls (5): Consultant team will contact strategic individuals to discuss the project. During the conversation will learn about their interest, opportunities, challenges, and test our engagement strategy.

MEETINGS

- *Technical Committee #1:* Project team will lead technical review meetings with invited agency and utility representatives as needed.
- *Business Meeting #1:* Consultant team will organize an information session with businesses and downtown property owners. The meeting will focus on the proposed design and set future goals for construction logistics and communications during construction. Project representatives will remain available for an additional half-day in order to provide the greatest flexibility to interested people.
- *Public Open House:* Consultant team will organize and conduct a meeting in March to present the project including mobility, safety, LID, and community character features. Attendees will have the opportunity to see and discuss the proposed design features illustrated on display boards. Rendered plans, sketch views, and material samples will be shared. The illustrative materials can be used by the City for subsequent display in a storefront the library, or City Hall.

- *Technical Committee #2:* Project team will lead technical review meetings with invited agency and utility representatives as needed.
- *Business Meeting #2:* Consultant team will organize a second information session with businesses and downtown property owners. The meeting will focus on construction logistics and communications during construction. The GHD Construction Management group will be featured during the meeting to set a positive tone for how the construction will be managed to minimize impacts to businesses. Project representatives will remain available for an additional half-day in order to provide the greatest flexibility to interested people.
- *City Council Presentation:* Consultant team will present the project to City Council including the plan to maximize access and business visibility during construction.

3.2 Adjacent Property Owner Coordination (DS)

The consultant team will make contact and coordinate with the adjacent property owners to discuss project impacts and modifications proposed to occur in the public ROW adjacent to their properties.

Deliverables

- Field notes, suggestions and questions gathered from coordination activities having potential effects on proposed improvements

Services Provided by City

- All available property owner information for potentially affected parcels

Task 4. Utility Coordination

4.1 Water, Sewer and Storm Drain Coordination (DS, RD, UT)

The purpose of this task is to gather all information regarding the City's water, sewer and storm drain systems (wet utilities) within the project area and ensure they are accurately displayed in our plans. As the design of the proposed improvements progresses potential conflicts will be identified and transmitted to the City for their review.

The design of the new 8-inch sanitary sewer main and new 12-inch water main in State Street will be included in the Design phases and will be shown on the plans as part of the PS&E submittals for efficiency. It is assumed that the City has completed all planning and analysis necessary for determining the size, slope and rough horizontal and vertical locations of the new sewer main. It is also assumed the size horizontal location of the new water main has been determined and will be provided.

Deliverables

- Exhibits identifying potential conflicts

Services Provided by City

- All available information on location (horizontal and vertical) of known existing water, sewer and storm drain lines within the project vicinity
- Location of new proposed sewer main and water main

4.2 Utility Relocation of City Owned Facilities (DS, RD)

The consultant team will engage the City's Public Works and Electrical Departments as conflicts are identified. It is anticipated that City owned electric poles/lines and street lights will be in conflict with project improvements. These conflicts will be identified early in the project design and coordination between the City utility operators and design team can be initiated. Currently there are no overhead utilities north of Clay in the project area. If the City chooses to underground their electric lines the design time will work with the City to either ensure the project gets completed prior to the streetscape and road diet project or is included in the project.

4.3 Utility Relocation of non-City Owned Facilities (DS, RD)

Plans will be submitted to all utility companies with facilities identified within the project limits including but not limited to PG&E (gas) AT&T and Comcast. As conflicts are identified and the need for relocations determined the consultant team will coordinate with the affected utility. The design will be prepared to avoid potential conflicts whenever possible, but it is anticipated that relocations will be warranted. Also, if the City chooses to underground the overhead electric lines it is assumed other utilities with overhead lines in the area will be required to underground. At a minimum conduits would be installed as part of a possible joint trench. The consultant team will handle preparations of the Notice to Owner and accompanying documentation needed for the relocation in compliance with the LAPM.

Task 5. Environmental Compliance & Support

5.1 NEPA and CEQA Compliance (DS, RD, UT)

It is GHD's understanding that the City has obtained NEPA environmental clearance for the Downtown Streetscape and Road Diet components of the project through a Categorical Exclusion determination made for the project by Caltrans. Because the utilities component of the project is not Federally-funded, it would not be subject to NEPA review. Therefore, NEPA revalidation for the utilities component is not anticipated to be required.

For CEQA, it is GHD's understanding that the City has obtained environmental clearance for the Downtown Streetscape and Road Diet components of the project

through a Categorical Exemption determination made for the project by the City. Based on GHD's preliminary review, the proposed utility improvements would qualify for a CEQA statutory exemption related to short pipeline installation within a public street/public ROW.

Based on our understanding of the existing NEPA and CEQA documentation for the project, this task includes a limited number of hours for a GHD environmental specialist to collaborate with the design team and the City on environmental compliance. This would include time for meetings and conference calls, assisting with a notice of exemption for the proposed utility improvements, coordination on Caltrans-related matters, and identifying key environmental considerations surrounding the project.

5.2 Hazardous Materials Assessment and Support (Recommended Option) (RD, UT)

The costs of managing contaminated materials can be significant, and encountering contamination unexpectedly can result in project delays and higher construction costs. As an optional task, GHD will complete a hazardous materials corridor study and limited soil boring investigation.

The corridor study will be completed using existing publicly available information to identify sites and areas where contamination is known or potentially present in the project area. GHD will review data available for each of the contaminated or potentially contaminated sites along the project corridor to determine if soil contamination is likely to be found in the material that will be excavated during the project.

A limited soil boring investigation will augment the desktop study to confirm critical areas along the project corridor. The fieldwork will be conducted in specific locations where contamination or conditions could have a potential impact on the project. This information will be used to create estimates of the amount of soil that may require disposal to a landfill.

A report will summarize the findings of the corridor study and fieldwork, including a map identifying contaminated and potentially contaminated sites, tabulated estimates of volume, tonnage and costs associated with contaminated soil disposal, and regulatory process requirements if underground tanks or contamination is encountered.

Task 6. Design

6.1 60% Plans, Specifications, and Estimate (DS, RD, UT)

Consultant's design efforts will include the civil, survey (coordination), landscape architecture, storm drain, utility, electrical, traffic, and environmental groups for the improvements described in previous environmental documents, permits, technical reports, and engineering design. The 60% design will include all aspects of the project, including the Downtown Streetscape, Road Diet and Utilities Project improvements.

Consultant will prepare 60% plan set that will reflect the work completed previously through community engagement and reflected in the reports and plans outlining the project intent and illustrating anticipated improvements. Given the accelerated timeframe of the design, the team will begin designing as the topo survey information becomes available and potential issues and challenges will be communicated early to the City's team so resolution can be reached before it slows down deliverables.

Consultant will also provide the City with a draft outline of the project special provisions that will identify issues such as materials specification, testing requirements, how each item will be measured and paid for, etc. City will provide a City Special Provisions standard boiler plate that also includes the front-end portion of the specifications.

Consultant to provide a draft traffic control plan and phasing plan based on initial findings with complete plans to be submitted with 90%.

Consultant anticipates that the 60% plan set will include plan sheets such as Title Sheet, Typical Sections, Construction Details, Traffic Striping, Traffic Signal Modifications, Utilities, Electrical/Lighting, Landscape Plans, Irrigation, and Cross Sections. Layouts will show R/W (TCE) needs, profiles, rough grading, and drainage, including LID facilities. The plan and profile drawings will include profiles of the proposed centerline and other applicable surface features. Submittal will include draft initial traffic control plan and phasing plan.

Consultant anticipates submitting the following plan sheets as part of the 60% submittal:

Sheet	Description
•	Title Sheet & General Notes
•	Typical Sections
•	Construction Details (call outs and partial plans)
•	Layout Sheets (Demolition, Utility, Surface Improvements with Grading/Profile, Traffic Signing and Striping, Landscape and LID locations, identify ROW needs)
•	Cross Sections

Consultant anticipates that the City staff will review the 60% contract documents and provide their responses back to Consultant in one week.

Consultant will prepare plans using AutoCAD C3D 2016 or newer version.

Signing and striping plans will be updated from the conceptual format to a construction document format.

Deliverables

- 60% plan set, outline project specs, and cost estimate (four hardcopy full size sets) and electronic submittal (PDF).

Services Provided by City

- City will distribute 60% documents and gather comments and will provide one comment package to Consultant. Submittal timing of 90% PS&E will be affected by delays in delivery of City comment package.
- Recent City project bid results for similar work

6.2 Drainage and LID Program (DS, RD)

Consultant staff will perform a site visit and note any existing drainage patterns along the length of the project segment. Consultant shall seek to collect surface runoff and convey it to existing drainage systems and/or newly constructed LID compliant facilities. In addition, Consultant will prepare a site specific hydrology and hydraulic analysis at the culvert to evaluate existing capacity/flooding concerns.

Tasks to be performed as part of the drainage system design:

- Prepare plans, outlie specifications, and estimate for all project drainage facilities. Progress and final submittals to match the overall project submittals.

This project will need to comply with the storm water management requirements of the Storm Water Low Impact Development Technical Design Manual developed by the City of Santa Rosa and County of Sonoma, as related to the MS4 Permit.

To meet the LID Guidelines, Consultant will:

- Evaluate the impacts of the project footprint; quantifying the area, the slopes, and the changed land cover.
- Prepare a Storm Water Control Plan; draft and final plans will be prepared and submitted to the City for review and approval.

Deliverables

- Storm Water Control Plan (with 60% Submittal)
- Drainage Design Calculations and PS&E

Services Provided by City

- City will distribute and gather comments and provide to Consultant as part of the 60% comment package.

6.3 Utility Coordination (DS, RD, UT)

Consultant will develop design of the Utilities Project, i.e. the sewer main and water main designs, as part of the overall 60% design preparation and submittal package.

Other utility coordination and relocation is done in a separate task, with any applicable design attributes shown on the plans and included in the specifications and estimate.

Task 7. ROW Engineering

The following is the scope of services for the ROW Engineering task. Given the compressed schedule and necessity to expedite the ROW task, the Consultant team will discuss options to the proposed scope below.

7.1 ROW Descriptions and Plats (DS)

Cinquini & Passarino will locate existing survey monumentation to establish the ROW along State Street, Standley Street and Perkins Street. We will begin by reviewing existing record maps, City control maps, if available, Caltrans mapping, deeds and other pertinent documents. Once the records research and field monument ties have been completed, we will determine the ROW and provide the information to the project team for their use. This work will also be used in conjunction for the preparation and filing of a record of survey with the County of Mendocino.

Consultant services will include providing project geometry and areas of potential impacts where Temporary Construction Impacts will be required. It is understood that the Consultant will perform the Lead role in ROW acquisition and that the City will provide Title Reports to Consultant. Based on initial project information, it is assumed that twenty (20) Temporary Construction Easements will be required.

Deliverables

- Provide clear description of project ROW requirements to confirm acquisition limits
- Plats and legal descriptions by a licensed surveyor – up to twenty (20)

Services Provided by City

- Title Reports

7.2 ROW Appraisal and Acquisition Services (DS)

All services will comply with pertinent sections of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. Services in the scope of work include services related to the acquisition of up to 20 temporary construction easements for a federally funded project. The parcels have not been specifically identified. The work components are outlined below.

PROJECT MANAGEMENT – GENERAL CONSULTATION

- Establish work process with Client and City and schedule, manage and coordinate all real estate functions.

- Ongoing consultation, meetings and recurring project management duties.
- Coordinate with Client, City, subcontractors (independent review appraiser), property acquisition agent, and legal counsel.
- Assistance with analyzing various courses of action. Work with Client and City to resolve problems and recommend solutions.
- Implementation and compliance with Uniform Act guidelines.
- Maintaining accurate records. Monitor work plan and work flow.
- Assist with the preparation of Caltrans Right of Way Certification for City review and approval.

APPRAISAL

- Appraisals to be provided addressed and delivered to Client staff as directed.
- The initial appraisal budget does not include the time or expense of a damages analysis for properties that suffer a decrease in value due to the proposed acquisition and/or the construction of the project. The budget does not include a benefits study where benefits may or may not offset some or all the damages to a property. Should it be determined there are damages and/or benefits to properties, additional services will be billed on an hourly basis following a discussion with the Client and amendment to our agreement. Dedication requirements or other circumstances may also require a need for additional sets of data, supplemental meetings, research, analysis and/or alternative conclusions.
- Appraisals to be prepared in accordance with California Eminent Domain Law; California Government Code Section 7260 et seq.; and the Uniform Standards of Professional Appraisal Practice requirements, except as jurisdictionally exempt, the Caltrans Right of Way Manual, and 49 CFR, Part 24.
- The owner or a designated representative will be invited by the appraiser to accompany him/her during the inspection of the property.
- Appraisals to be prepared in an Appraisal Report format in accordance with Uniform Standards of Professional Appraisal Practice, Standard Rule 2-2.
- Appraisal is for the “Fair Market Value” of the property as per California Code of Civil Procedure, Section 1263.320.
- The market value of the property taken will not include any increase or decrease in the value of the property that is attributable to any of the following:
  - The project for which the property is taken
  - The eminent domain proceeding in which the property is taken
  - Any preliminary actions of the acquiring authority relating to the taking of the property.
- Appraiser will not give consideration to, nor include in their appraisals, any allowance for relocation benefits of personal property.
- The appraiser will work directly with the Review Appraiser.
- If updated values are requested, appraisal services will be billed on an hourly basis in accordance with the CONSULTANT TEAM Fee Schedule. (Optional Service)
- If revisions are made to the property requirements during the appraisal process or upon completion of the report, appraisal time to address these revisions will be billed on an hourly basis in accordance with the CONSULTANT TEAM Fee Schedule. (Optional Service)
- Expert witness related services, including preparation for and appearances at depositions, court, arbitrations/mediations, hearings, and testimony will be billed on an hourly basis in accordance with the CONSULTANT TEAM Fee Schedule. (Optional Service)
- If properties are split or added, additional appraisal reports may be required. (Optional Service)

APPRAISAL REVIEW

Appraisal reviews will be required and a qualified independent review appraiser will be contracted with for these services.

- Upon receiving appraisal reports, an office review of the reports using the various standards prescribed by the Federal and State Uniform Acts, Federal Highway Administration, Caltrans appraisal procedures, Uniform Standards of Professional Appraisal Practice (USPAP) and the California Eminent Domain codes will be completed.
- A checklist identifying the various requirements of the appraisal reports will be used to ensure that the reports contain all of the prescribed requirements.
- Review appraiser will prepare a summary of the appraisal process and provide comments regarding any omissions or problems with the reports, such as lack of reasonable support for the appraisal conclusions.
- Review appraiser will make initial call to the appraiser to inform the appraiser that the reports are being reviewed. Comments will be provided to the appraiser for discussion.
- Schedule a field review and if needed schedule a meeting with the appraiser.

- Communicate with the Client to clarify potential issues, resolve problems and notify Client of progress.
- If required by Client, review comments will be provided to Client at the same time they are sent to the appraiser.
- Upon satisfactory completion of the appraisal reports, a review certificate report will be prepared.

NEGOTIATIONS/ACQUISITIONS

- Consultant team to prepare acquisition documents. Said documents include, but are not limited to, offer letter, appraisal summary statement and summary of the basis for just compensation, summary statement pertaining to the acquisition of real property or an interest therein, purchase agreement, deed, public acquisition brochure and goodwill information sheet (if not addressed in Client brochure).
- Consultant team will negotiate to acquire 20 temporary construction easements that are to be identified by the Client. We are assuming there will be negotiations with up to 20 property owners and no lessee.
- All acquisition documents to receive City's written approval as to form prior to use in the field. If agreement with all owners and other required interests cannot be reached, Consultant team will advise Client that negotiations have reached an impasse. The City will consider scheduling of an action in eminent domain including the required public necessity hearing. Consultant team will provide condemnation support as needed and requested, budget allowing. Consultant team will initiate and maintain individual acquisition files.
- If settlement with owners and other required interests is reached pursuant to the City approved appraisal or City approved administrative settlement, Consultant team will prepare a Memorandum of Settlement for transmittal to the City. If an administrative settlement appears to be prudent, Consultant team will prepare a settlement discussion memorandum reviewing the issues. This memorandum will require the City's written approval before implementation of any settlement agreement.
- Consultant team will establish with Client and City a process of coordinating escrow closings and reviewing escrow instructions. Where there are escrow closings, preparation of escrow instructions will be completed by Title Company. Approval of conditions of title and escrow instructions, including but not limited to, "subject to" title exceptions, will be done by Client.
- All discussions for the acquisition of property or an interest therein will be directed to result in the payment of just compensation.
- Consultant team will make every reasonable effort to acquire property on behalf of the City expeditiously through agreement with its owner and to avoid litigation. This may necessitate greater levels of effort in the negotiations phase and, where appropriate, should continue after eminent domain has been initiated. City will provide ongoing feedback to consultant team as to authorization for settlements.

Deliverables

- Current title reports for each ownership.
- Legal opinions as necessary.
- Environmental reports.

Services Provided by City

- Written approval of all acquisition documents in a timely manner.
- Direction as to administrative settlements, negotiating authority and condition of title acceptance.
- Providing any formats to be used by Consultant team on City's behalf.
- Selection of Title Company.
- Review and approval of Title Company prepared escrow instructions including acceptable condition of title.

7.3 Record of Survey (DS)

Cinquini & Passarino will create Record of Surveys as required.

Deliverables

- Record of Survey

For purposes of schedule and scoping, it is understood that condemnation will not be required for acquisition of any property for the project.

Task 8. Final Design and Bid Phase

8.1 90% Plans, Specifications, and Estimate (DS, RD, UT)

Consultant's design efforts will include the civil, survey (coordination), landscape architecture, storm drain, utility, electrical, traffic, and environmental groups. The 90% design will include all aspects of the project, including the Downtown Streetscape, Road Diet and Utilities Project improvements. In the budget analysis for the remainder of design efforts, Consultant identified the following four tasks involving the disciplines noted above:

- Plan Preparation
- Specification Writing
- Quantity Calculation
- Cost Estimation

Consultant will prepare 90% PS&E that will reflect responses to the 60% plan set and also include various refined/additional contract details. Consultant will also provide the City with a set of draft project special provisions that will address issues such as materials specification, testing requirements, how each item will be measured and paid for, etc. Consultant expects that the City will provide a City Special Provisions standard boiler plate that also includes the front end portion of the specifications.

The plan and profile drawings will include profiles of the proposed centerline and other applicable surface features.. This submittal will also include Draft Special Provisions and Engineer's estimate. Consultant construction staff will perform a constructability review prior to the submittal.

Consultant anticipates the following tentative plan sheets as part of the 90% submittal:

Sheet Description

- Title Sheet & General Notes
- Survey Control, Abbreviations, Legend
- Typical Sections
- LID Plans
- Layout Sheets (Demolition, Utility, Surface Improvements with Grading/Profile)
- Cross Sections
- Electrical Plans (Lighting)
- Electrical Details
- Landscape Plans
- Landscape Details
- Irrigation Plans
- Irrigation Details
- Traffic Signal Plans and Schedules
- Traffic Signal Details
- Traffic Striping and Signage
- Traffic Handling/Phasing Plans
- Erosion Control Plans
- Erosion Control Details

Consultant anticipates that the City staff will review the 90% contract documents and provide the responses back to Consultant in one week.

Consultant will prepare plans using AutoCAD C3D 2016 or newer version.

Consultant will prepare the project specifications in City format.

Consultant will prepare a 90% level estimated probable construction cost. For any elements that are not fully developed at this stage, the estimate for those items will be "assigned" based on similar facilities.

Consultant will perform a constructability review utilizing in-house Construction Management staff inspectors or engineers.

Deliverables

- 90% PS&E (four full size hard copy sets)

Services Provided by City

- City will distribute PS&E and gather comments and will provide one comment package to Consultant.
- City will provide boilerplate specifications to use for "front end" and special provisions format in electronic (Microsoft WORD) format.
- City will provide example project technical specifications from a previous project for reference and format

8.2 Final Plans, Specifications, and Estimate (Bid Set) (DS, RD, UT)

Consultant will update the PS&E based on comments received, and finalize the PS&E, ready for advertisement. In addition to updated project specifications and estimate, Consultant anticipates that the final plan set will include the following updated plan sheets:

Sheet Description

- Title Sheet & General Notes
- Survey Control, Abbreviations, Legend
- Typical Sections
- Construction Details
- LID Plans and Details
- Layout Sheets (Demo, Utility, Surface Improvements with Grading/Profile)
- Cross Sections
- Electrical Plans (Lighting)
- Electrical Details
- Landscape Plans
- Landscape Details
- Irrigation Plans
- Irrigation Details
- Traffic Signal Plans and Schedules
- Traffic Signal Details
- Traffic Striping and Signage
- Traffic Constraints/Handling Plans
- Erosion Control Plans
- Erosion Control Details

Consultant will prepare Final plans using AutoCAD C3D 2016 or newer version

Consultant will prepare Final specifications in City format.

Consultant will prepare a Final level probable construction cost.

Deliverables

- Final PS&E (one hard copy - mylar, PDF printable files, Special Provisions in MS Word)
- Electronic Autocad drawing files will be transmitted within 10 working days of final PS&E

8.3 Bid Support (DS, RD, UT)

Consultant will provide design support during project advertisement by answering contractor inquiries and preparing any addendums that may be required.

Consultant will attend a prebid meeting if requested by City.

Consultant will review and respond to technical questions forwarded from the City during bid phase.

Consultant will prepare and keep records of necessary addendum and modifications for City issuance. For purpose of the Fee Estimate, it is estimated that two (2) addenda will be prepared.

Deliverables

- Responses to RFIs
- Addenda

Services Provided by City

- Questions from bidders will be directed to City. Technical questions will be directed to Consultant from City.
- Reproduction of Contract Documents for Plan Holders during bid phase.
- Advertisement and bid opening.
- Scheduling of pre-bid meeting, if any.
- Distribution of addenda to all plan holders.
- Sample addendum format will be provided to Consultant.

Task 9. Construction Phase Support & Construction Management (Optional)

9.1 Construction Support (DS, RD, UT)

Consultant will address submittal and shop drawing reviews, and respond to RFIs. Consultant will prepare technical bulletins during construction to supplement the plan information if needed. This task will be to coordinate and manage RFI evaluation and response process for those RFIs that are handled by Consultant including: log, transmit to design engineer for response, coordinate with design engineer on field status, track progress, review response, and transmit response to City Resident Engineer.

9.2 Construction Management (DS, RD, UT)

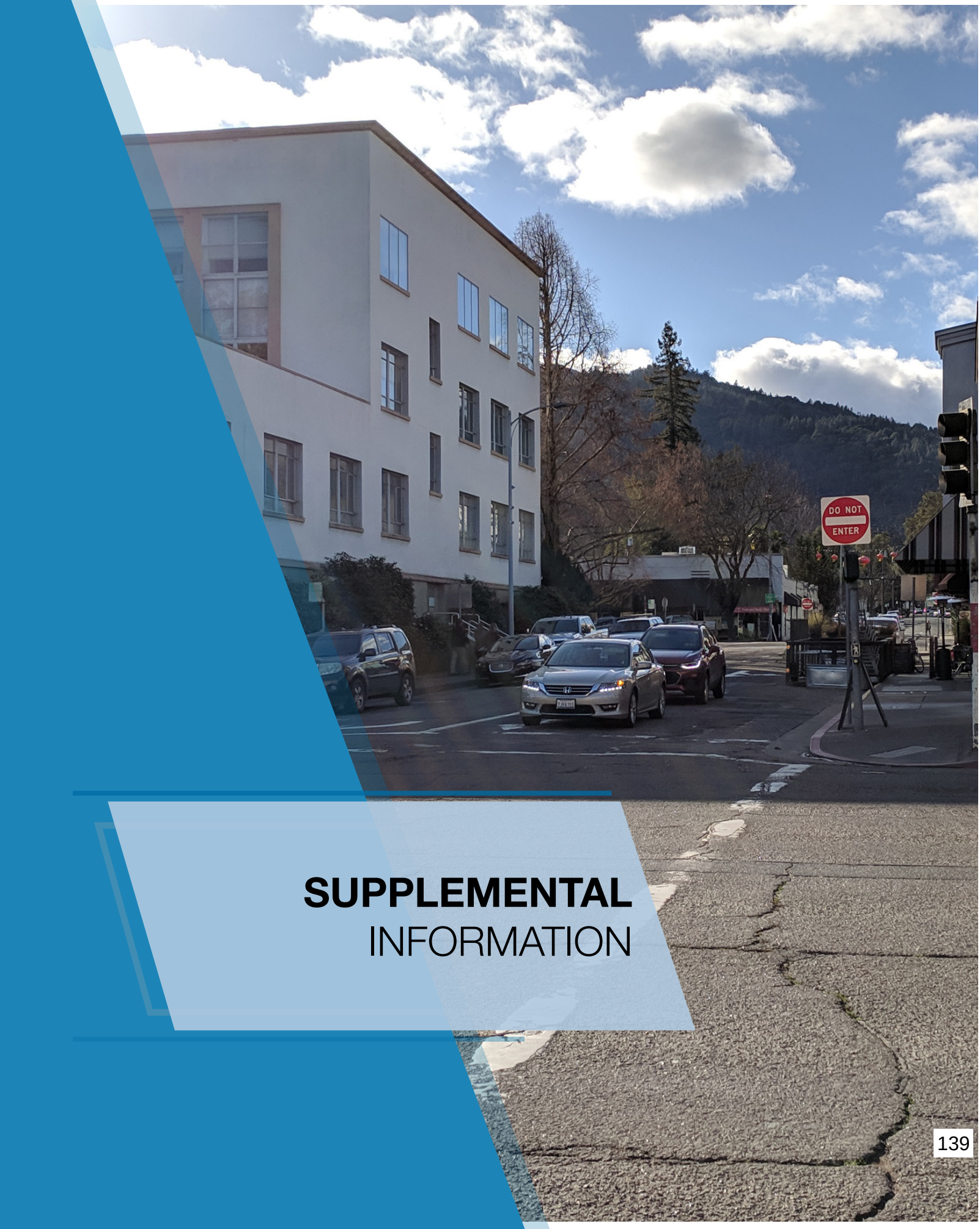
Consultant will provide construction management during project construction. Attend the pre-construction meeting, as requested by City.

Consultant shall perform daily inspection of the project. Services shall include photos, log, testing observation, and general observation and monitoring of the project construction operation. Specialty inspection can be provided if needed.

SUPPLEMENTAL INFORMATION

The following pages contain additional relevant information, including a signed copy of the Acknowledgement of Addendum No. 1.

This page intentionally left blank



SUPPLEMENTAL INFORMATION

City of Ukiah

February 8, 2019

ADDENDUM NO. 1

SUBJECT: Downtown Streetscape, Road Diet, & Utilities Project

To all Prospective Consultants:

INCLUDED HEREWITH IS ADDENDUM NO.1 for the subject project

1. On page 8, please add the following statement to the paragraph for Construction Phase Authorization: "After the respective Allocation Request and Authorization Request have been obtained, the City may add additional construction phase services such as construction management and inspection, to the Consultant's scope of work. This potential work should not be included in proposals submitted for this project. However, if the City chooses this option an amendment to the selected Consultant's contract will be negotiated."
2. On Page 8, please strike out the requirement for a Caltrans encroachment permit: "~~Consultant shall identify in proposal if there are any other items that they anticipate will need to be addressed in order to obtain an encroachment permit from Caltrans.~~"
3. On page 14, the Evaluation Criteria shall be changed as follows:

No.	Written Evaluation Criteria	Weight
1	Completeness of Response	Pass/Fail
2	Qualifications & Experience	25
3	Organization & Approach	20
4	Scope of Services to be Provided	20
5	Schedule of Work	25
6	Conflict of Interest Statement	Pass/Fail
7	~~Local Presence~~	~~5~~
8	References	10
	Total:	100

4. On page 15, please change the Evaluation Criteria as follows: "5. Schedule of Work (25 points)
5. On Page 15, please strike out the Evaluation Criteria for Local Presence: ~~"7. Local Presence (5 points)~~

   ~~a. A statement addressing firm's ability to establish an office within the County or surrounding area."~~

300 Seminary Avenue • Ukiah • CA • 95482-5400
Phone: (707)463-6200 · Fax: (707)463-6204 ·www.cityofukiah.com

6. On page 16, please change the Weighted score table as follows:

No.	Evaluation Criteria	Rating (0-5)	Weight	Score (Rating x Weight)
1	Completeness of Response	N/A	Pass/Fail	Pass/Fail
2	Qualifications & Experience		25	
3	Organization & Approach		20	
4	Scope of Services to be Provided		20	
5	Schedule of Work		25	
6	Conflict of Interest Statement	N/A	Pass/Fail	Pass/Fail
~~7~~	~~Local Presence~~		~~5~~	
8	References		10	
		Total:	100	

The proposal due date for this project will remain the same: **12:00 PM, February 13, 2019.**

IF YOU SUBMIT A PROPOSAL, ACKNOWLEDGMENT OF THIS ADDENDUM MUST BE SHOWN ON THIS ADDENDUM. IN ADDITION THIS SIGNED ACKNOWLEDGEMENT MUST BE SUBMITTED WITH THE PROPOSAL.

This Addendum is being sent to you in order that this office may be assured all consultants have received same. It should be noted it is the responsibility of the consultant to notify all prospective sub consultants of any and all changes.

Sincerely,

Richard J. Seanor
Deputy Director of Public Works

ACKNOWLEDGEMENT

I hereby acknowledge that I have received this Addendum No. 1 and have reviewed and considered it before submitting my proposal.

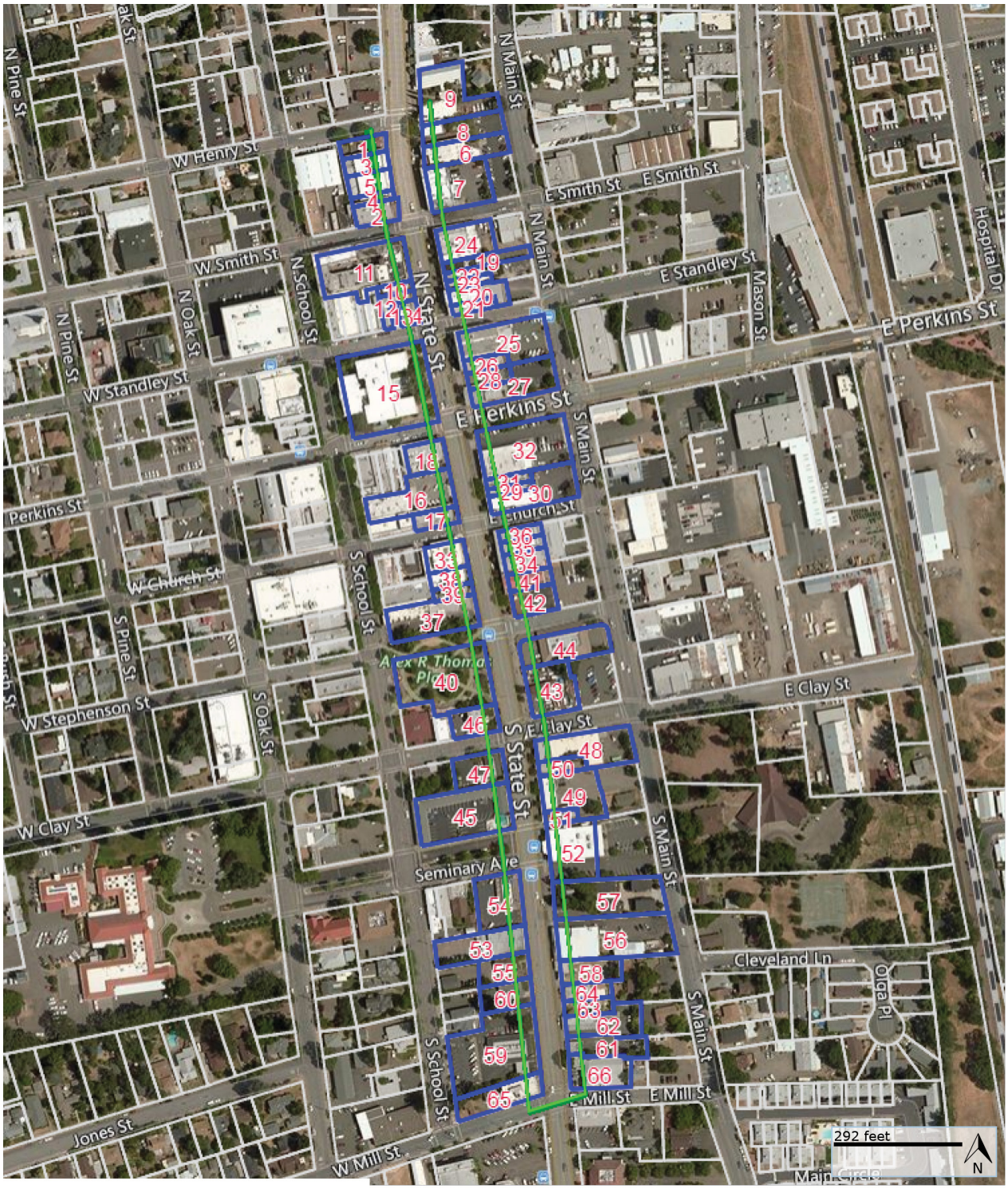
Signed: _____ Date: February 13, 2019

Print Name: William Silva, PE, Principal

Visualizing the Transformation

The improvements to State Street will be transformational for Ukiah's Downtown. Already this team has flown the corridor with a drone and created a birds-eye visualization. Per the design concept, widened sidewalks, lane reductions, new street trees, high visibility crosswalks, decorative paving, and corner seating in bulb-outs are shown. After the kick-off, we are excited to explore further design elements such as special paving at on-street parking, LID stormwater treatment areas, pedestrian-scaled decorative streetlights, identity features, and opportunities for public art. We will prepare additional graphics to communicate the exciting design ideas.

This page intentionally left blank

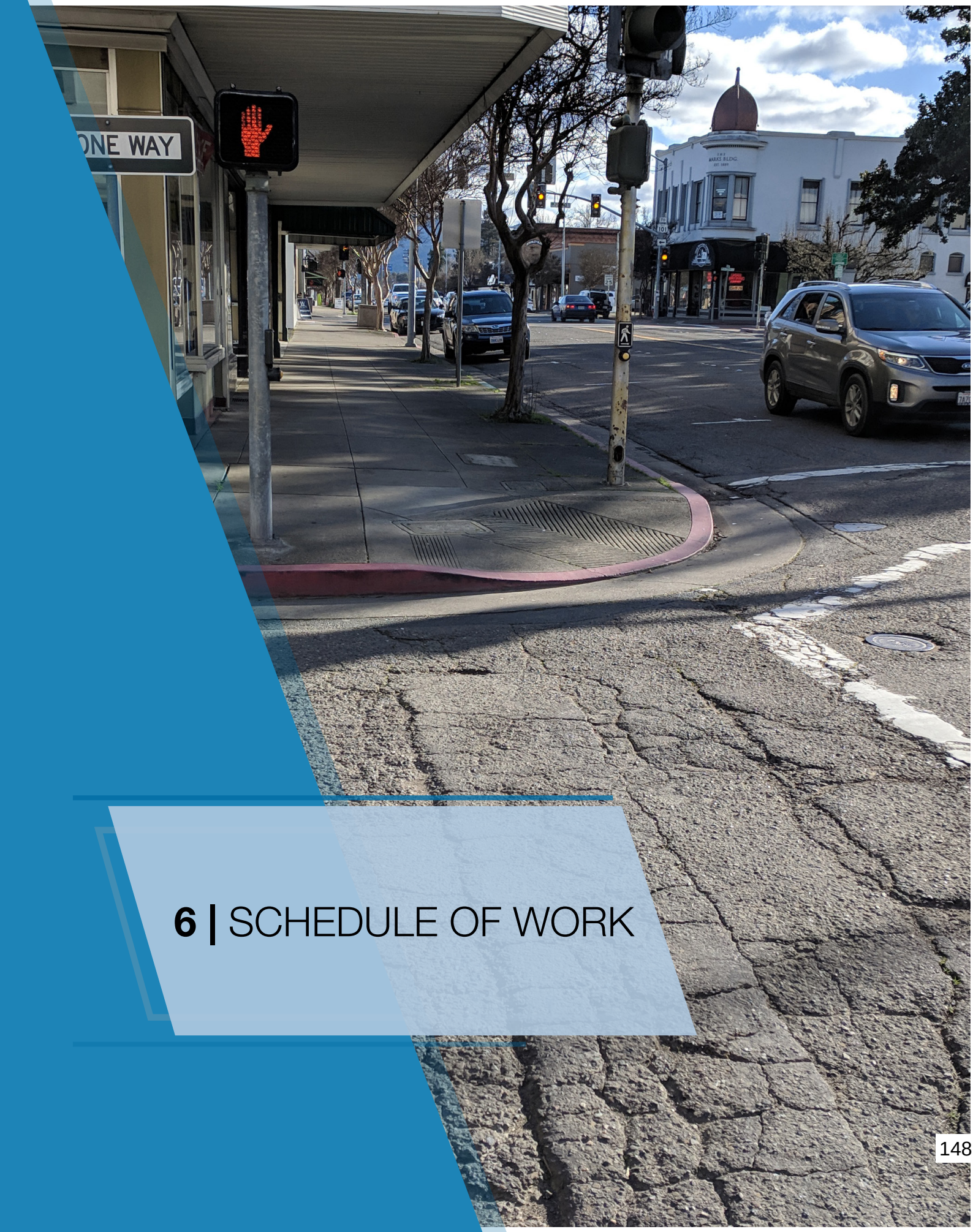


ASSOCIATED RIGHT OF WAY SERVICES, INC.

This page intentionally left blank

APN	SITE_ADDR	SITE_CITY	SITE_ZIP	OWNER_NAME_1	MAIL_ADDR	DATE_TRANSFER	VAL_TRANSFER	ACREAGE	AGGR_ACREAGE	AGGR_GROUP	AGGR_LOT_COUNT	LAND_SQFT
002-185-02	367 N STATE ST STE 207	UKIAH	95482	CANTARUTTI, STELLA M		3/20/2017 0:00	140000	0.0961	0.347846	100660192_11198033	4	4186
002-185-07	304 N STATE ST	UKIAH	95482	CHRISTIANSEN, C ROSS	12000 S HIGHWAY 1	4/15/2002 0:00	545000	0.1114	0.111405	100660192_11198170	1	4853
002-185-11	362 N STATE ST	UKIAH	95482	SUNROOM LLC	53 LIBERTY ST	3/1/2017 0:00	525000	0.0946	0.347846	100660192_11198033	4	4121
002-185-12	328 N STATE ST	UKIAH	95482	SUNROOM LLC	53 LIBERTY ST	3/1/2017 0:00	525000	0.0442	0.347846	100660192_11198033	4	1925
002-185-13	344 N STATE ST	UKIAH	95482	SUNROOM LLC	53 LIBERTY ST	3/1/2017 0:00	525000	0.1129	0.347846	100660192_11198033	4	4918
002-186-12	367 N STATE ST	UKIAH	95482	SHAPIRO, SHARON K	4545 BOONVILLE RD	2/3/2011 0:00		0.2124	0.556747	100660192_11198038	3	9252
002-186-13	307 N STATE ST	UKIAH	95482	NEW STATE HOTEL OF UKIAH	PO BOX 154	7/1/1986 0:00		0.3285	0.32846	100660192_11198037	1	14309
002-186-16	387 N STATE ST	UKIAH	95482	SHAPIRO, SHARON K	4545 BOONVILLE RD	2/3/2011 0:00		0.2097	0.556747	100660192_11198038	3	9135
002-186-18	413 N STATE ST	UKIAH	95482	NORTH COAST OPPORTUNITIES	413 N STATE ST	12/28/2011 0:00		0.3609	0.3609	100660192_11198031	1	15721
002-224-09	252 N STATE ST	UKIAH	95482	CANOVA, JOSPEH ANTHONY	PO BOX 1756	8/21/1996 0:00		0.041	0.040973	100660192_11198172	1	1786
002-224-13	272 N STATE ST	UKIAH	95482	ISHWAR, JITU	2716 OCEAN PARK BLVD STE 3010	5/19/2017 0:00	272000	0.4662	0.466213	100660192_11198169	1	20308
002-224-15	108 W STANDLEY ST	UKIAH	95482	SCHAT, ZACHARY Y	202 W PERKINS ST STE C	9/29/2017 0:00	682000	0.0663	0.066279	100660192_11198180	1	2888
002-224-16	100 W STANDLEY ST	UKIAH	95482	RUFF STANLEY STREET LLC	PO BOX 708	12/22/2003 0:00	25000	0.0163	0.153313	100660192_11198182	4	710
002-224-17	200 N STATE ST	UKIAH	95482	MOUNTANOS, MARK P	605 N STATE ST	2/1/2001 0:00		0.039	0.039011	100660192_11198183	1	1699
002-225-01	100 N STATE ST	UKIAH	95482	COUNTY OF MENDOCINO				0.8458	0.8458	100660192_11198201	1	36843
002-226-06	165 S SCHOOL ST	UKIAH	95482	COUNTY OF MENDOCINO	260 5TH ST	1/1/1971 0:00		0.3284	0.3284	100660192_11198207	1	14305
002-226-08	116 S STATE ST	UKIAH	95482	KPB PROPERTIES LLC	PO BOX 6848	10/1/2015 0:00	690000	0.0857	0.22346	100660192_11198202	2	3733
002-226-14	102 S STATE ST	UKIAH	95482	BROGAN, KEVIN P	PO BOX 6848	11/30/2018 0:00		0.13	0.22346	100660192_11198202	2	5662
002-227-05	255 N STATE ST	UKIAH	95482	CUEVAS, RUBEN GUERRERO	PO BOX 5053	8/20/2018 0:00		0.1124	0.1124	513846921_1260	1	4896
002-227-07	221 N STATE ST	UKIAH	95482	I O O F LODGE NO	PO BOX 517			0.1222	0.122188	100660192_11198191	1	5323
002-227-08	201 N STATE ST	UKIAH	95482	STEPHENS, PANO	PO BOX 1548	12/1/1995 0:00		0.0509	0.050915	100660192_11198194	1	2217
002-227-11	247 N STATE ST	UKIAH	95482	CUEVAS, RUBEN GUERRERO	247 N STATE ST	7/28/2017 0:00	115000	0.0457	0.0457	513846921_1261	1	1991
002-227-12	239 N STATE ST	UKIAH	95482	EDGELINE INVESTMENTS LLC	520 FRANZ VALLEY RD	6/2/2006 0:00	450000	0.0467	0.141603	100660192_11198174	2	2034
002-227-13	295 N STATE ST	UKIAH	95482	BREWINGTON, DANIEL R	820 BUCK CT	5/5/2008 0:00		0.2184	0.2184	100660192_11198171	1	9514
002-228-01	125 N STATE ST	UKIAH	95482	NORGARD, TIMOTHY	2031 BOONVILLE RD	5/6/2008 0:00		0.3628	0.362786	100660192_11198192	1	15804
002-228-02	111 N STATE ST	UKIAH	95482	BULGER, JEFFREY B	7101 LORENE RD	11/16/2000 0:00		0.0688	0.06875	513846921_1262	1	2997
002-228-05	101 N STATE ST	UKIAH	95482	SOUTHPORT LAND & COMMERCIAL COMPANY	610 COURT ST STE 207	6/1/1992 0:00		0.2673	0.2673	100660192_11198193	1	11644
002-228-06	125 N STATE ST	UKIAH	95482	MACNAB, SANDY D	111 N STATE ST	10/31/2007 0:00		0.0843	0.084266	513846921_1264	1	3672
002-229-04	113 S STATE ST	UKIAH	95482	HARRINGTON, BRIDGET O	131 CALVERT CT	5/26/2010 0:00		0.0423	0.318392	100660192_11198215	2	1843
002-229-05	115 S STATE ST	UKIAH	95482	HARRINGTON, BRIDGET O	131 CALVERT CT	6/12/2017 0:00		0.2761	0.318392	100660192_11198215	2	12027
002-229-07	111 S STATE ST	UKIAH	95482	PENALOZA, MARIA LUZ	3200 ROAD I	4/28/2006 0:00	300000	0.0549	0.054915	513846921_1265	1	2391
002-229-09	107 S STATE ST	UKIAH	95482	COUNTY OF MENDOCINO	841 LOW GAP RD	6/7/2000 0:00		0.5129	0.512775	100660192_11198213	1	22342
002-264-03	200 S STATE ST	UKIAH	95482	TAGZ PROPERTIES LLC	PO BOX 1373	4/30/2012 0:00	763500	0.1225	0.1225	100660192_11198267	1	5336
002-264-05	210 S STATE ST	UKIAH	95482	LEE, JACQUELINE M	1050 BEL ARBRES DR	11/19/1999 0:00	135000	0.0575	0.0575	100660192_11198270	1	2505
002-264-06	290 S STATE ST	UKIAH	95482	SELIM, FRANCINE CRANE	500 S SPRING ST	3/7/2007 0:00		0.3436	0.34364	100660192_11198264	1	14967
002-264-08	208 S STATE ST	UKIAH	95482	MLT REAL ESTATE LLC	12575 W WIGWAM AVE	12/15/2015 0:00	205000	0.0808	0.080798	100660192_11198268	1	3520
002-265-04	320 S STATE ST	UKIAH	95482	SANDERS, CARL L	640 DORA AVE	7/1/1995 0:00		0.1499	0.149901	100660192_11198292	1	6530
002-265-09	300 S STATE ST	UKIAH	95482	CITY OF UKIAH	300 SEMINARY AVE	3/8/2011 0:00		0.637	1.737868	100660192_11198262	5	27748
002-266-02	105 W CLAY ST	UKIAH	95482	PERSKY, JAMES	105 W CLAY ST	1/15/1998 0:00		0.1977	0.197696	100660192_11198293	1	8612
002-266-03	406 S STATE ST	UKIAH	95482	ECO INN	406 S STATE ST	8/26/2015 0:00	1375000	0.5188	0.5188	100660192_11198298	1	22599
002-267-02	205 S STATE ST	UKIAH	95482	MENDOCINO BALLET	205 S STATE ST	10/1/1999 0:00	160000	0.105	0.105	100660192_11198276	1	4574
002-267-04	207 S STATE ST	UKIAH	95482	CROSSEN, BERT W	PO BOX 319	11/16/2017 0:00	500000	0.088	0.087968	100660192_11198277	1	3833
002-267-06	295 S STATE ST	UKIAH	95482	VASILOPOULOS, IOANNIS THEODORE	2353 BRISBANE ST	9/1/1993 0:00		0.1344	0.134362	100660192_11198278	1	5854
002-267-09	203 S STATE ST	UKIAH	95482	SMITH, RATYMOND D	29 ORINDA WAY UNIT 773	11/29/2017 0:00	590000	0.0659	0.12364	100660192_11198218	2	2871
002-267-10	201 S STATE ST	UKIAH	95482	SMITH, RAYMOND D	29 ORINDA WAY UNIT 773	11/1/2012 0:00	530000	0.0578	0.12364	100660192_11198218	2	2518
002-268-05	315 S STATE ST	UKIAH	95482	MENDOZA, STEVEN	315 S STATE ST	10/10/1996 0:00		0.2766	0.2766	100660192_11198280	1	12049
002-268-07	301 S STATE ST	UKIAH	95482	COMMUNITY CARE MANAGEMENT CORP	301 S STATE ST	9/29/2003 0:00	800000	0.2964	0.2964	100660192_11198281	1	12911
002-269-02	403 S STATE ST	UKIAH	95482	LU, FENG YU	403 S STATE ST	7/25/2007 0:00	341000	0.0796	0.079586	100660192_11198296	1	3467
002-269-05	401 S STATE ST	UKIAH	95482	NELSON, HENRY K	2402 E INDIAN PINK CIR	3/29/2004 0:00		0.3333	0.333278	100660192_11198294	1	14519
002-269-08	405 S STATE ST	UKIAH	95482	MCKENNEY ENTERPRISES LLC	415 S STATE ST	7/27/2007 0:00	620000	0.2978	0.588579	100660192_11198295	3	12972
002-269-09	415 S STATE ST	UKIAH	95482	MCKENNEY ENTERPRISES LLC	415 S STATE ST	7/27/2007 0:00	620000	0.0461	0.588579	100660192_11198295	3	2008
002-272-02	502 S STATE ST	UKIAH	95482	KIM, SOUNG YOUNG	502 S STATE ST	2/14/2011 0:00		0.2933	0.2933	100660192_11199371	1	12776
002-272-03	510 S STATE ST	UKIAH	95482	THIERIOT, FERDINAND	1247 MYSZKA PL	9/22/2015 0:00	440000	0.2863	0.286417	513846921_1304	1	12471
002-272-07	520 S STATE ST	UKIAH	95482	DAVIS, MARK E	1301 EL DORADO RD	10/24/2003 0:00		0.1617	0.161749	513846921_1306	1	7044
002-272-12	534 S STATE ST	UKIAH	95482	SAD RAT PARTNERSHIP	PO BOX 715	1/17/2014 0:00	750000	0.2362	0.236168	100660192_11199390	1	10289
002-272-18	516 S STATE ST	UKIAH	95482	WATERMAN, JUDITH P	125 E MILL ST	4/1/1995 0:00		0.1617	0.161727	513846921_1305	1	7044
002-272-21	526 S STATE ST	UKIAH	95482	MENDO LAKE SCHOOLS CREDIT UNION	PO BOX 1410	3/1/1987 0:00		0.7062	0.706213	100660192_11199391	1	30762
002-273-03	509 S STATE ST	UKIAH	95482	STONEYWOOD INC	PO BOX 251	1/1/1986 0:00		0.5636	0.563615	100660192_11199373	1	24550
002-273-16	575 S STATE ST	UKIAH	95482	LORENZI, MARLYN	4310 LAKE RIDGE RD	11/29/2005 0:00		0.2333	0.660086	100660192_11199379	4	10163
002-273-19	501 S STATE ST	UKIAH	95482	BANK OF AMERICA NT & SA	101 N TRYON ST	1/1/1966 0:00		0.3331	0.774862	100660192_11198299	2	14510
002-273-22	523 S STATE ST	UKIAH	95482	WANG, QINGNAN	521 S STATE ST	8/30/2006 0:00		0.0915	0.186521	100660192_11199381	2	3986
002-273-24	533 S STATE ST	UKIAH	95482	LORENZI, MARLYN	4310 LAKE RIDGE RD	9/16/2002 0:00	125000	0.193	0.660086	100660192_11199379	4	8407
002-273-25	527 S STATE ST	UKIAH	95482	CHANG, JAMES	900 LIVE OAK AVE	9/10/2002 0:00	177000	0.2276	0.227616	100660192_11199380	1	9914
002-273-28	519 S STATE ST	UKIAH	95482	ROCHA, ANTONIO MORENO	2200 N STATE ST	3/21/2003 0:00	170000	0.1677	0.167689	100660192_11199375	1	7305
002-273-29	521 S STATE ST	UKIAH	95482	WANG, QINGNAN	521 S STATE ST	8/30/2006 0:00		0.095	0.186521	100660192_11199381	2	4138
002-273-31	505 S STATE ST	UKIAH	95482	MOUNTANOS, MARK P	605 N STATE ST	3/23/1999 0:00		0.487	0.487041	100660192_11199374	1	21214

This page intentionally left blank



6 | SCHEDULE OF WORK

The GHD Team collaborated to prepare a task by task schedule in concert with the customized project scope of work presented in Section 5. The schedule, like the scope, is organized to be as sequential as possible, providing for increased project delivery efficiency. Dependent tasks have been linked with key predecessor tasks and the schedule recognizes the need for critical early tasks.

Fast-track Project Timeline: The schedule in the RFP is very aggressive. Business as usual for this Project will not achieve the goals the City has established in the RFP. Identifying the critical path from the start will be imperative. In that respect, our team recognizes that proper execution of the public outreach and ROW phase efforts will be imperative to public/adjacent owner acceptance and securing “rights of way” in an accelerated manner for CTC approval. GHD will review scope and schedule with the City to establish additional tasks and approaches to establish a fast-tracked schedule.

Staff Availability: When extensive work needs to be complete, strategically applying significant resources can be a key path to success. The core GHD project staff are coming off the completion of the $10M Healdsburg Avenue and Roundabout and Redwood Business Park Projects which included similar complete streets, road diet, utilities, and urban design services, and are ready to tackle the Ukiah Downtown Streetscape Project. In addition to holding Ukiah as a preferred client, GHD prioritizes our time for local, high-profile projects like this Project and has availability for the duration. The remainder of the key players and subconsultants have been vetted for availability and have committed to successful resource staffing and completion of the Project. For example, Cinquini and Passarino have committed to multiple survey crews and a strategic survey approach to complete the first major survey submittal in eight days!

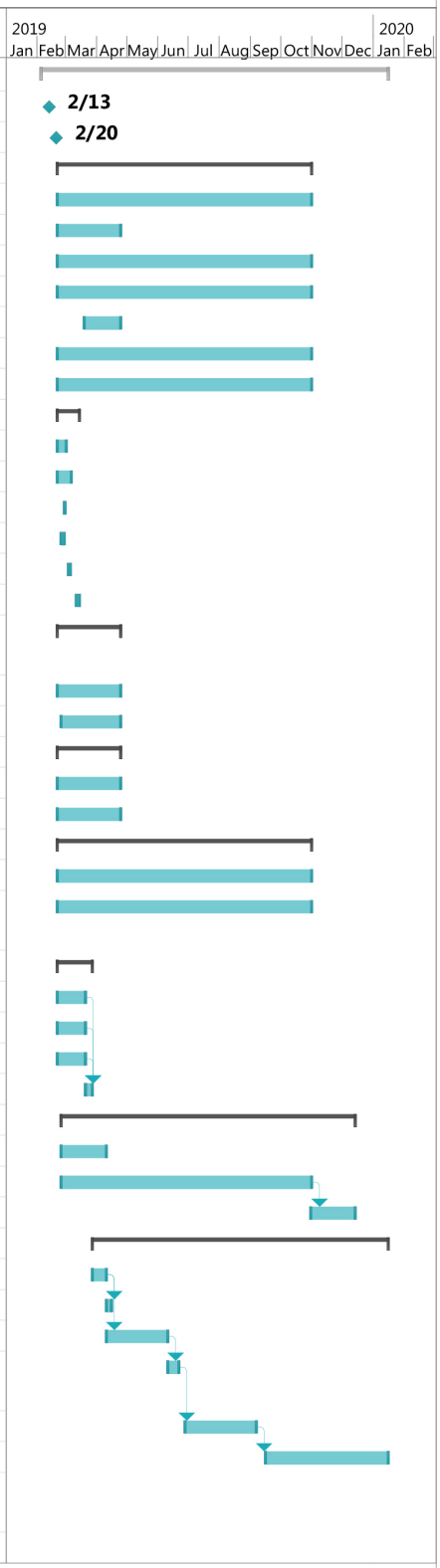
APPROACH

To ensure that the resources are applied most effectively, we will develop a work plan to deliver the scope of work. For example, we propose to meet with the City at the outset to review long duration tasks within the CT funding/CTC approval process. Since these are long-lead items, we will look to implement tactics to streamline those efforts and reduce the duration of the work. As discussed in the proposal, one of the most impactful/ innovative ideas is to remove the need for TCEs (there may be as many as 76; see Section 5/Supplemental Information) and instead develop a “Permit to Enter” program for adjacent owners. This could mean the difference between a quick delivery project and one that goes well beyond the proposed timeline.

Tools: Another significant challenge to the schedule is the anticipated review time to recieve Department of State Architect (DSA) approval. Recent experience has shown review times of at least eight weeks. The Request for Allocation cannot be made without DSA's approval of the streetscape portion of the project; and, given the schedule set forth in the RFP, there is not time to allocate for their review. To evaluate and show the issue, two schedules have been prepared. The first shows the project schedule based on the tasks outlined in the RFP, notably the TCEs and DSA approval. The second schedule reflects alternatives aimed at facilitating time savings (and cost) and substitutes "Permits to Enter" instead of TCEs and promotes finding a strategy to reduce or eliminate the DSA review time. This tool is only as useful as the systems in place to maintain the project. For this Project, GHD will use BST, Jabber, iConnect, and other software tools for financial, communication, and internal project management.

City of Ukiah
Downtown Streetscape, Road Diet, & Utilities Project
RFP Schedule[1]

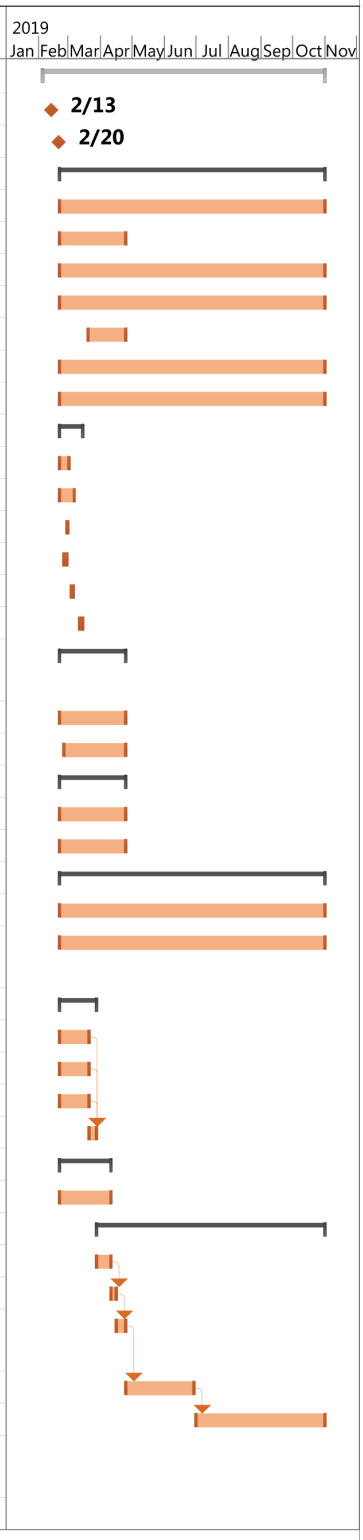
ID	Task Name	Duration	Finish
0	**Downtown Streetscape, Road Diet, & Utilities Project**	**247 days**	**Wed 1/15/20**
1	Submit Proposal	0 days	Wed 2/13/19
2	City Coucil awards professional service agreement	0 days	Wed 2/20/19
3	**Task 1: Project Management and QAQC**	**181 days**	**Thu 10/31/19**
4	Project Management Plan and Internal Coordination	181 days	Thu 10/31/19
5	Project Schedule	45 days	Wed 4/24/19
6	Agency Coordination	181 days	Thu 10/31/19
7	Caltrans Local Assistance Coordination	181 days	Thu 10/31/19
8	Project Meetings	26 days	Wed 4/24/19
9	Progress Reporting/Invoicing	181 days	Thu 10/31/19
10	Quality Assurance/Quality Control	181 days	Thu 10/31/19
11	**Task 2: Surveys, Mapping and Site Data**	**16 days**	**Thu 3/14/19**
12	Background Research	7 days	Fri 3/1/19
13	Surveys and Mapping	10 days	Wed 3/6/19
14	Site Visit (with City)	1 day	Thu 2/28/19
15	Utility Potholing (Recommended Option)	3 days	Wed 2/27/19
16	Geotechnical Investigation (Recommended Option)	2 days	Tue 3/5/19
17	Traffic Data (Recommended Option)	3 days	Thu 3/14/19
18	**Task 3: Outreach and Coordination with Adjacent Properties**	**45 days**	**Wed 4/24/19**
19	Community Outreach	45 days	Wed 4/24/19
20	Adjacent Property Owner Coordination	43 days	Wed 4/24/19
21	**Task 4: Utility Coordination**	**45 days**	**Wed 4/24/19**
22	Water, Sewer and Storm Drain Coordination	45 days	Wed 4/24/19
23	Utility Relocation of City and non-City Owned Facilities	45 days	Wed 4/24/19
24	**Task 5: Environmental Compliance & Support**	**181 days**	**Thu 10/31/19**
25	NEPA and CEQA Compliance	181 days	Thu 10/31/19
26	Hazardous Materials Assessment and Support (Recommended Option)	181 days	Thu 10/31/19
27	**Task 6: Design**	**25 days**	**Wed 3/27/19**
28	Submit 60% contract documents	20 days	Wed 3/20/19
29	Drainage and LID Program	20 days	Wed 3/20/19
30	Utility Coordination	20 days	Wed 3/20/19
31	60% City Review	5 days	Wed 3/27/19
32	**Task 7: Right of Way Engineering**	**210 days**	**Fri 12/13/19**
33	Right of Way Descriptions and Plats	33 days	Wed 4/10/19
34	Right of Way Appraisal and Acquisition Services[2]	179 days	Thu 10/31/19
35	Record of Survey	32 days	Fri 12/13/19
36	**Task 8: Final Design and Bid Phase**	**210 days**	**Wed 1/15/20**
37	Submit 90% contract documents	10 days	Wed 4/10/19
38	90% City Review	3 days	Mon 4/15/19
39	DSA Review[3]	43 days	Mon 6/10/19
40	Submit final contract documents, ROW certification, request for allocation, and request for authorization	9 days	Fri 6/21/19
41	CTC allocation of project	51 days	Fri 9/6/19
42	Provide bid assistance	88 days	Wed 1/15/20
43	**Task 9: Construction Phase Support & Construction Management (Optional)**		
44	Construction Support and Management		



Footnotes:
1. Representative schedule based on RFP. Final schedule to be completed after review of scope with City. Final schedule will include items that are added, modified or deleted. Note, with ROW services as specified and DSA review time the schedule is likely not feasible. Assumes NEPA complete.
2. For schedule clarity the ROW phase is not shown as a predecessor to the Request for Authorization, but it is anticipated that the full preparation and execution of TCEs will delay the ROW Certification and thus the RFA submittal.
3. Recent DSA reviews have taken in upwards of 8 weeks. Request for allocation cannot be submitted without DSA approval stamp on title sheet.

City of Ukiah
Downtown Streetscape, Road Diet, & Utilities Project
Proposed Schedule[1]

ID	Task Name	Duration	Finish
0	**Downtown Streetscape, Road Diet, & Utilities Project**	**193 days**	**Thu 10/31/19**
1	Submit Proposal	0 days	Wed 2/13/19
2	City Coucil awards professional service agreement	0 days	Wed 2/20/19
3	**Task 1: Project Management and QAQC**	**181 days**	**Thu 10/31/19**
4	Project Management Plan and Internal Coordination	181 days	Thu 10/31/19
5	Project Schedule	45 days	Wed 4/24/19
6	Agency Coordination	181 days	Thu 10/31/19
7	Caltrans Local Assistance Coordination	181 days	Thu 10/31/19
8	Project Meetings	26 days	Wed 4/24/19
9	Progress Reporting/Invoicing	181 days	Thu 10/31/19
10	Quality Assurance/Quality Control	181 days	Thu 10/31/19
11	**Task 2: Surveys, Mapping and Site Data**	**16 days**	**Thu 3/14/19**
12	Background Research	7 days	Fri 3/1/19
13	Surveys and Mapping	10 days	Wed 3/6/19
14	Site Visit (with City)	1 day	Thu 2/28/19
15	Utility Potholing (Recommended Option)	3 days	Wed 2/27/19
16	Geotechnical Investigation (Recommended Option)	2 days	Tue 3/5/19
17	Traffic Data (Recommended Option)	3 days	Thu 3/14/19
18	**Task 3: Outreach and Coordination with Adjacent Properties**	**45 days**	**Wed 4/24/19**
19	Community Outreach	45 days	Wed 4/24/19
20	Adjacent Property Owner Coordination	43 days	Wed 4/24/19
21	**Task 4: Utility Coordination**	**45 days**	**Wed 4/24/19**
22	Water, Sewer and Storm Drain Coordination	45 days	Wed 4/24/19
23	Utility Relocation of City and non-City Owned Facilities	45 days	Wed 4/24/19
24	**Task 5: Environmental Compliance & Support**	**181 days**	**Thu 10/31/19**
25	NEPA and CEQA Compliance	181 days	Thu 10/31/19
26	Hazardous Materials Assessment and Support (Recommended Option)	181 days	Thu 10/31/19
27	**Task 6: Design**	**25 days**	**Wed 3/27/19**
28	Submit 60% contract documents	20 days	Wed 3/20/19
29	Drainage and LID Program	20 days	Wed 3/20/19
30	Utility Coordination	20 days	Wed 3/20/19
31	60% City Review	5 days	Wed 3/27/19
32	**Task 7: Right of Way Engineering**	**35 days**	**Wed 4/10/19**
33	Permits to Enter[2]	35 days	Wed 4/10/19
34	**Task 8: Final Design and Bid Phase**	**156 days**	**Thu 10/31/19**
35	Submit 90% contract documents	10 days	Wed 4/10/19
36	90% City Review	3 days	Mon 4/15/19
37	Submit final contract documents, ROW certification, request for allocation, and request for authorization	7 days	Wed 4/24/19
38	CTC allocation of project	47 days	Fri 6/28/19
39	Provide bid assistance	89 days	Thu 10/31/19
40	**Task 9: Construction Phase Support & Construction Management (Optional)**		
41	Construction Support and Management		



Footnotes:
1. Representative schedule based on options presented that deviate from RFP. Notably structuring the project so that the portion of the project funded by the Streetscape funds are not subject to DSA review, thus eliminating the lengthy review period.
2. If Permits to Enter are acceptable and TCE's are not required the effort and time to complete the Right of Way will shrink drastically.

This page intentionally left blank

7 | CONFLICT OF INTEREST STATEMENT

7 | Conflict of interest statement

GHD has successfully completed recent assignments for the City of Ukiah and prioritizes our relationship with the City. GHD is not aware of any recent, current, or anticipated contractual obligations that relate to similar work that may have a potential to conflict with GHD's involvement with this Project. GHD does not have a financial interest in any contractors that may bid on the Project.

This page intentionally left blank

8 | LITIGATION

GHD trusts the City of Ukiah will appreciate that, due to the commercial sensitivity and confidentiality of any litigation in which GHD may be presently involved, GHD is not at liberty to disclose the information sought. However, we point out that as a component of its prudent risk management practices, GHD obtains high quality professional liability insurance in the world market, and domestically in the U.S., to provide coverage in the industries in which it operates.

Given that we are a firm of nearly 10,000 staff and as a consequence of engaging in business, there are sometimes claims asserted which may or may not give rise to litigation. The details and progress of any such claims are by necessity commercially sensitive and remain in confidence. We are able to inform you that there have been claims notified in the normal course of business, none of which we believe are material to the services which are the subject of your Request for Proposals for Engineering Design and Right-of-way Services for the Downtown Streetscape, Road Diet and Utilities Project.

There are, however, presently no significant ongoing contract failures, no criminal matters, and there have been no judgments against GHD Inc. within the last 5 years. If the City should require further information, kindly contact GHD's Chief Counsel, Duncan Findlay at 602.216.7225 or *Duncan.Findlay@ghd.com* to arrange for a confidential discussion.

This page intentionally left blank

9 | PROFESSIONAL SERVICES AGREEMENT

PROFESSIONAL SERVICES AGREEMENT REVIEW

GHD is currently working for the City and is confident that we can agree to mutually beneficial contract language. In an effort to seek the most insurable language possible, the following proposed modifications to the CIty of Ukiah's draft professional services agreement are provided:

Proposed Language Modifications

Section 6.2 Indemnification

"...surviving the termination of this Agreement, to indemnify the City for ~~any~~ claim**s**, cost or liability ~~that arises out of any~~ **to the extent caused by** negligent act or omission..."

"liability for damages for death or bodily injury to persons, injury to property, or other loss, arising from the negligence, willful misconduct or defects in design by the City~~, or arising from the active negligence of the City~~."

"...as used herein includes the expenses of ~~defending against~~ **funding the defense of** a claim, and the payment of any settlement or judgment arising out of the claim. Defense costs include ~~all~~ costs associated with ~~defending~~ **funding the defense of** the claim, including, but not limited to, the reasonable fees of attorneys, investigators, consultants, experts and expert witnesses, and litigation expenses."

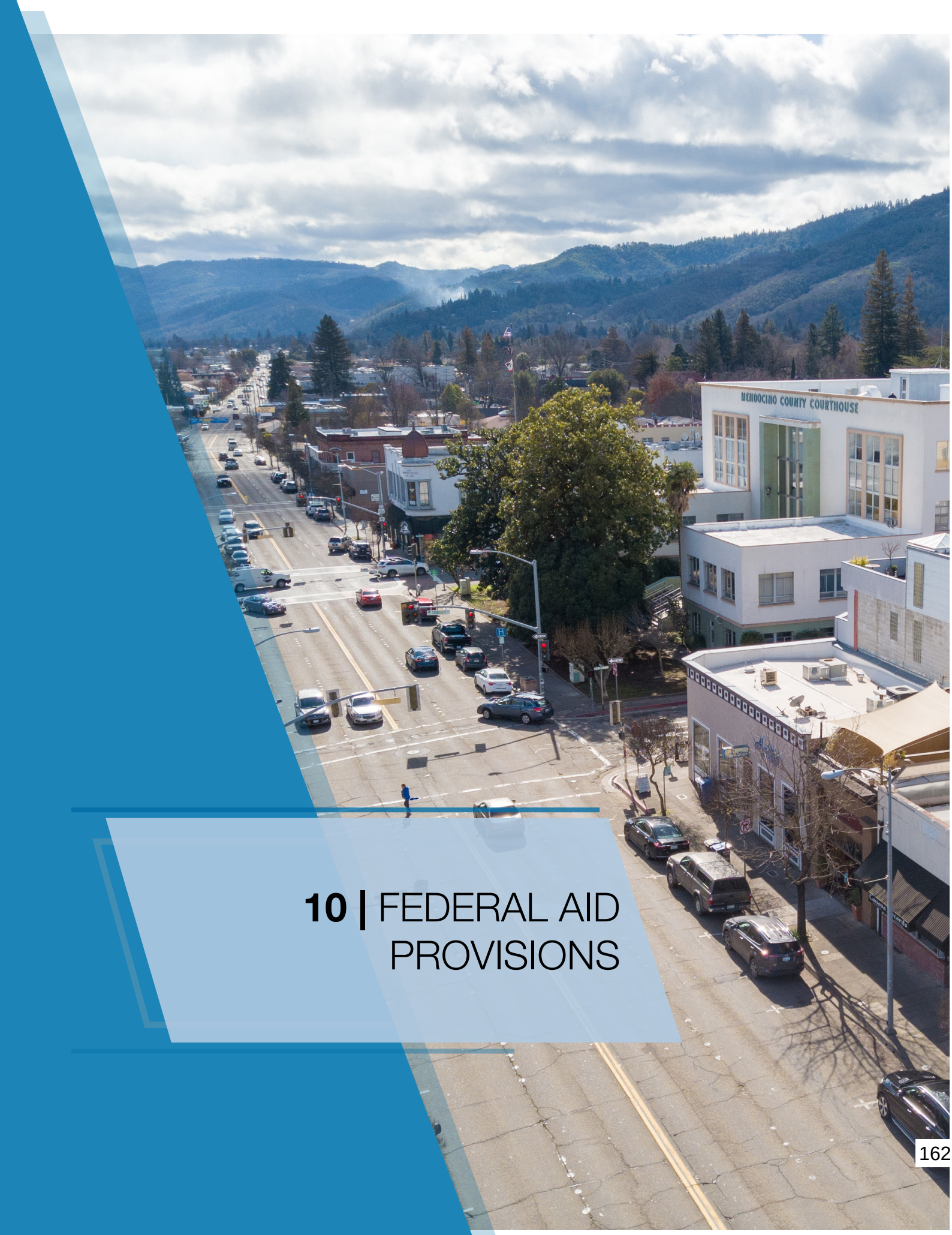
Proposal Terms

The proposal terms shall remain in effect for ninety (90) days following the proposal submittal date of February 13, 2019.

Adequate Financial Management and Accounting Systems

GHD's financial management and acctg systems conform to 48 CFR and 2 CFR as noted.

This page intentionally left blank



10 | FEDERAL AID PROVISIONS

Consultant Proposal DBE Consultant

Reset Form

EXHIBIT 10-O1 CONSULTANT PROPOSAL DBE COMMITMENT

1. Local Agency: City of Ukiah
2. Contract DBE Goal: 2%
3. Project Description: Downtown Streetscape, Road Diet, & Utilities Project Engineering Design & Right of Way Services
4. Project Location: Downtown Ukiah - State Street from approx. 200 ft s/o Mill St to approx. 200 f n/o Henry St, approx. 8-9 city blocks.
5. Consultant's Name: GHD Inc
6. Prime Certified DBE: ☐

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %
Traffic Engineering- Signing & Striping	26209	Whitlock & Weinberger Transportation, Inc. 490 Mendocino Ave, St 201 Santa Rosa, CA 95401; T +1 707 542 9500	2%

Local Agency to Complete this Section

17. Local Agency Contract Number: _____
18. Federal-Aid Project Number: _____
19. Proposed Contract Execution Date: _____
20. Consultant's Ranking after Evaluation: _____

Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.

_____ _____
_____ _____
_____

11. TOTAL CLAIMED DBE PARTICIPATION 2%

IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.

12. Preparer's Signature
13. Date: 02/08/2019
14. Preparer's Name: William M. Silva
15. Phone: 707-484-8236
16. Preparer's Title: Vice President

DISTRIBUTION: Original – Included with consultant's proposal to local agency.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

This page intentionally left blank

Disclosure of Lobbying Activities

EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

1. Type of Federal Action: ☒
a. contract
b. grant
c. cooperative agreement
d. loan
e. loan guarantee
f. loan insurance

2. Status of Federal Action: ☒
a. bid/offer/application
b. initial award
c. post-award

3. Report Type: ☒
a. initial
b. material change

For Material Change Only:
year ____ quarter _____
date of last report _____

4. Name and Address of Reporting Entity
☒ Prime ☐ Subawardee
Tier _____, if known

Congressional District, if known

5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:

Congressional District, if known

6. Federal Department/Agency:

7. Federal Program Name/Description:

CFDA Number, if applicable _____

8. Federal Action Number, if known:

9. Award Amount, if known:

10. Name and Address of Lobby Entity
(If individual, last name, first name, MI)

11. Individuals Performing Services
(including address if different from No. 10)
(last name, first name, MI)

(attach Continuation Sheet(s) if necessary)

12. Amount of Payment (check all that apply)
$_____ ☐ actual ☐ planned

13. Form of Payment (check all that apply):
☐ a. cash
b. in-kind; specify: nature _____
Value _____

14. Type of Payment (check all that apply)
☐ a. retainer
☐ b. one-time fee
☐ c. commission
☐ d. contingent fee
☐ e deferred
☐ f. other, specify _____

15. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 12:

(attach Continuation Sheet(s) if necessary)

16. Continuation Sheet(s) attached: Yes ☐ No ☒

17. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Signature: [signature] PE
Print Name: William M. Silva
Title: Vice President
Telephone No.: 707-484-8236 Date: 02/08/2019

Federal Use Only:

Authorized for Local Reproduction
Standard Form - LLL

Standard Form LLL Rev. 04-28-06

Distribution: Orig- Local Agency Project Files

This page intentionally left blank

11 | CLIENT REFERENCES

City of Ukiah

Richard Seanor, PE

Deputy Director of Public Works

300 Seminary Avenue

Ukiah, CA 95482

T +1 707 463 6296

City of Sonoma

Colleen Ferguson

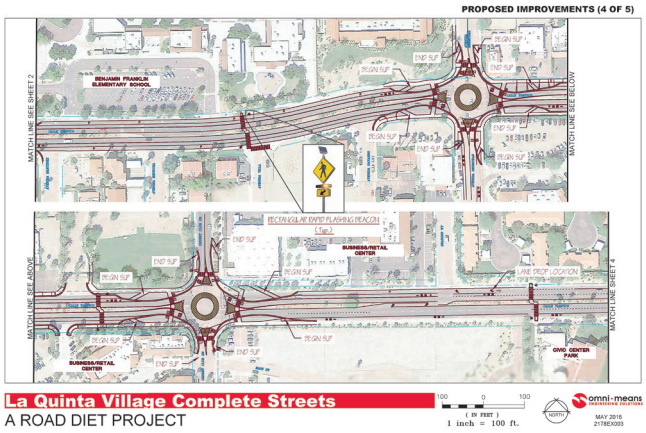
Public Works Director/City Engineer

Public Works Corporation Yard

19728 Eighth Street East

Sonoma, CA 95476

T +1 707 933 2230



City of La Quinta

Ed Wimmer, PE

Principal Engineer

78-495 Calle Tampico

La Quinta, CA 92253

T +1 760 777 7088

City of Rohnert Park

Mary Grace Pawson

Public Works Director

130 Avram Avenue

Rohnert Park, CA 94928

T +1 707 588 2234

City of Healdsburg

Brent Salmi, PE

Former Public Works Director

435 Allan Court

Healdsburg, CA 95448

T +1 925 323 0020

City of Petaluma

Sanjay Mishra, PE

former Engineer at City of Petaluma

City Hall

11 English Street

Petaluma, CA 94952

T +1 707 259 8631

Town of Windsor

Alejandro Perez, PE

Senior Civil Engineer, Public Works Department

9291 Old Redwood Hwy # 300A

Windsor, CA 95492

T +1 707 838 5318

Sonoma-Marin Area Rail Transit (SMART)

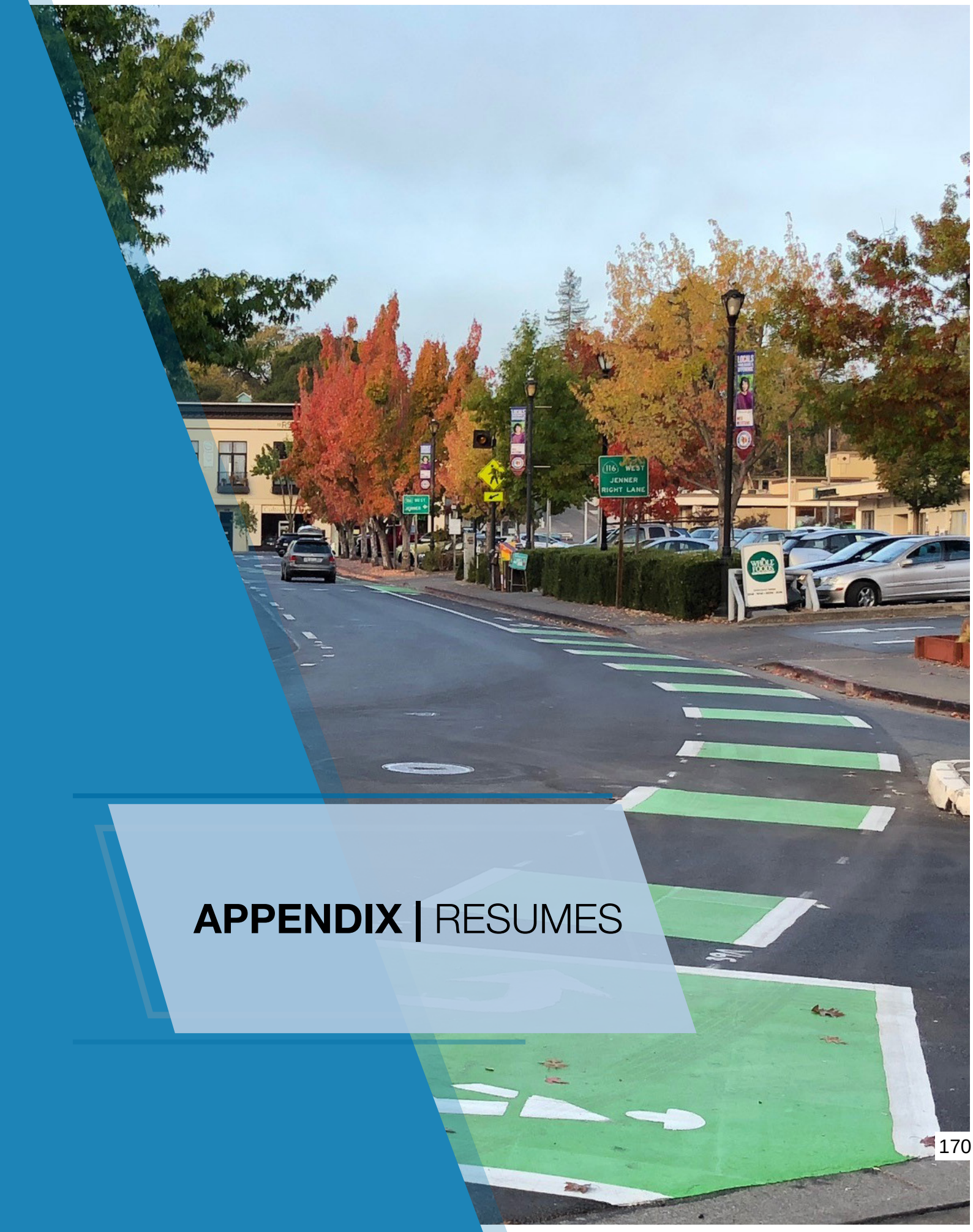
Bill Gamlen, PE

Chief Engineer

5401 Old Redwood Highway, Suite 200

Petaluma, CA 94954

T +1 707 794 3049



APPENDIX | RESUMES

William M. Silva, PE, QSP/QSD

Principal in Charge

Qualified: B.S. Civil Engineering, California State Polytechnic University, 1993; Civil Engineer: CA #53235; CDT, Construction Specification Institute; Certified QSP/QSD.

Connected: Member, Construction Specification Institute; Member, American Society of Civil Engineers; Member, American Public Works Association; Member, National Society of Professional Engineers; Member, South & West Area Business Association; and Member, LSR XXV, Leadership Santa Rosa.

Professional Summary: With over 25 years' experience in public sector civil engineering, transportation, and utilities design, Bill is highly skilled at CIP and Public Works project design, including: large-scale redevelopment, roadway and bridge design, railroad design, various water, sewer and storm drain projects, and a broad background in all phases of project planning, outreach, and design through construction. Bill has been a County Public Works engineer and an Assistant City Engineer. Most importantly and relative to the Ukiah Streetscape Project, he has designed and/or managed seven exceptionally similar streetscape, road-diet, federally-funded, former Highway 101, high-profile, downtown projects along the Highway 101 corridor in Northern California, from southern Sonoma County through Mendocino County.

Project Manager
Cloverdale Boulevard Street Improvements | City of Cloverdale, CA

PM for the Cloverdale Boulevard Street Improvement project that consisted of a streetscape between Lake Street and Third Street in the downtown portion of the City. The improvements consist of narrowing the existing street (from two to one lane in each direction), traffic signal modifications, widening of sidewalks, installation of alternating parallel and angled parking, extensive landscaping, street furniture, and improvements to underground utilities. A vital part of the design process was working with the downtown property owners and merchants to develop a construction sequencing plan to ensure continued access to the businesses in the project area. The project was constructed in 2002, at an estimated construction cost of $4 million. WRT was the Planner/Landscape Architect of record.

Project Principal
San Pablo 23rd Street Road Diet | City of San Pablo, CA

This project involved the reconfiguration a of 4-lane roadway to 3-lanes (two-way left-turn lane median) with on-street parking and bike lane facility. 23rd Street is functionally classified as a Mixed Use Boulevard carrying between 18,000 to 25,000 ADT. GHD provided full design, preparation of construction documents, stakeholder coordination, and public outreach services. The design consisted of improvements to reconfigure the roadway, including removal of existing striping, slurry seal, signing and striping, high visibility crosswalks and relocation of transit stops. GHD was solely responsible for stakeholder coordination, public meetings, and outreach. After the conclusion of construction, GHD prepared a "before" and "after" study to evaluate traffic volumes, traffic operations, pedestrian activity, bicycle riding activity, speed, safety, diversion of traffic, changes to parking and accessibility, and public perception of the project after implementation.

Project Principal
Petaluma Complete Streets Project (Federal Project STPL 5022(055)) | City of Petaluma, CA

This federally funded project included approximately 4,500 LF of Lakeville Street and East D Street, two heavily traveled arterials within the City. Within the existing right-of-way, the travel lane widths were reduced to incorporate either 5 to 6 foot enhanced green bike lanes or shared lane facilities throughout the project limits. Pedestrian enhancements included sidewalk gap closures, widened sidewalks, upgraded curb ramps, high visibility crossings with advanced warning signage, and a rectangular rapid flashing beacon (RRFB) system installation at the Copeland St./D St. intersection (near transit center). The project also included a new bus bay for transit services, coordination with the adjacent passenger rail station and assistance with Federal aid processing.

Project Manager
Petaluma Blvd North Road Diet Project | City of Petaluma, CA

PM for the design of roadway improvements on Petaluma Boulevard North. This was a "road diet" project, which reduced the number of travel from 4 to 3 lanes including a two-way left-turn lane, while also providing additional enhanced pedestrian crossings. The project also included a new traffic signal system; in-ground lighted pedestrian crossings, bulb-outs, and ADA curb cut ramps, among other improvements. The project was funded through the Federal Highway Administration Transportation for Livable Communities (TLC) Grant. Bill's team later completed Phase II of the

Downtown Traffic Calming/Streetscape project, which included work on numerous streets throughout Old Downtown Petaluma and involved paving, grading, utilities, and aesthetic improvements (streetscape).

Principal/Project Manager
Healdsburg Ave Streetscape Project | City of Healdsburg | Healdsburg, CA

Project Manager for the design of Healdsburg Avenue Streetscape at the entrance to the City, including a roundabout at a five-way intersection. The project was a signature gateway improvement project with landscaping, lighting, decorative walls and hardscape, among other features. Project included replacement of sewer, water, and storm drain lines, undergrounding of power and communication, extensions of a box culvert, railroad crossing improvements, and the construction of the roundabout. The sewer line replacement included the installation of 12 to 36-inch pipe; water line replacement from 8 to 12-inch pipe. Project also included permits, mobilization, temporary utilities, protection of existing improvements, safety, quality control, temporary traffic control, demolition, abandonment, site preparation, sewer flow control, earthwork, open trench construction, temporary shoring and bracing, dewatering, pavement markings and striping, testing, clean up and demolition.

Project Director
Jaguar Way/Windsor Road Signalization and Sidewalk Gap Closure Project (CML-5472(018) | Town of Windsor, CA

Bill provided oversight for this project, ensuring seamless delivery of a full range of services, including conceptual planning, preparation of project alternatives, public outreach, right of way acquisition coordination, preparation of construction documents, engineering support during construction, and Federal aid processing assistance. The project design included street widening at the approach to the intersection of Windsor Road and Jaguar Way, installation of a new traffic signal system, connection of Class II bike lanes, and Class II bike lane enhancements (green lanes). The design also included sidewalk gap closure, new street lighting and retrofit of existing lighting for LED luminaires, street widening for on-street parking and a right-turn pocket into Windsor High School, upgrade of pedestrian curb ramps, pavement rehabilitation, striping, and signage.

Principal-in-Charge
Street Smart Rohnert Park | City of Rohnert Park, CA

This Congestion Mitigation and Air Quality (CMAQ) funded complete streets project in the Central Rohnert Park Priority Development Area (PDA) included design of pedestrian and bicycle improvements within the PDA. Project features included ADA ramps, mid-block crossings, in-ground lighted crossings, rectangular rapid flashing beacons (RRFB's), and signing and striping. The project also included a customized wayfinding program that initiated the character of the pedestrian scale signage throughout the PDA and compliance with Federal and State funding requirements and coordination with Caltrans Local Assistance and the adjacent rail District, SMART.

Principal in Charge
Willits Main Street Corridor Enhancement | City of Willits, CA

As a subconsultant to WRT, Mr. Silva led GHD's team for civil design, engineering, and cost estimating for the concept development of the Willits Main Street Corridor Enhancement. Complete streets enhancement elements included bulbouts, enhanced crosswalks, bike lanes, landscaping, and public art. Extensive public outreach, including real-time workshops, was performed to capture public input and support.

Principal in Charge
Petaluma Downtown Phase II Redevelopment | City of Petaluma, CA

Phase II of the Downtown Traffic Calming/Streetscape and undergrounding Project, included work on numerous streets throughout Old Downtown Petaluma. Design included paving, grading, utilities, and aesthetic improvements (streetscape) throughout the project limits.

Project Manager
Old Redwood Highway Downtown Improvement Project | City of Cotati, CA

This project consisted of the construction of traffic calming measures throughout the City's downtown area. Specific elements included roadway narrowing, decorative sidewalks, decorative streetlights, bridge railing, median island, diagonal parking, and 1,300 linear feet of street overlay. GHD provided Caltrans coordination with District 4 Local Assistance Office; represented the City in public meetings; prepared plans, specifications, and cost estimate (PSEs); provided environmental review and documentation (CEQA and NEPA); provided bid support services; and construction support services.

Project Manager
Windsor Town Green | Town of Windsor, CA

Project Manager for a community-based design process for a new park in the Town. This 4.5-acre Green serves as a vibrant gathering place for the community of Windsor which has bolstered the town's economy and created a down town area for residents and visitors to gather. The Town Green is the centerpiece for the new downtown and is now surrounded by mixed-use development, housing, commercial, and civic buildings. WRT was the Planner/Landscape Architect of record.

Matt Kennedy, PE, TE
Project Manager

Qualified. B.S. Environmental Resources Engineering, Humboldt State University, Arcata, CA, 2001

M.S. Environmental Engineering, University of Massachusetts, Amherst, MA 2003

Civil/CA/#C 68304, Traffic/CA/#TR 2385, Civil/OR/#83450PE, Civil/NM/#23032, Civil/Guam/#1337

Connected. American Society of Civil Engineers, Institute of Transportation Engineers, American Water Works Association, Engineers Without Borders, Society of American Military Engineers

Professional Summary. Mr. Kennedy is a licensed Civil and Traffic Engineer with 15 years of experience in traffic/transportation, utility systems, water/wastewater and sustainable civil engineering. He is adept in the design and management of a broad range of civil infrastructure projects, including roadways, water and wastewater conveyance systems, storm drainage and Low Impact Development (LID), traffic signals, pedestrian and bicycle facilities, striping and signing, grading and drainage, civil site design, and traffic control. His experience also includes a broad range of planning, modeling and analysis capabilities including utility master planning, traffic and parking studies, circulation studies, analysis and timing of signals hydrologic and hydraulic modeling, and water and wastewater process design. He is also experienced in land surveying and construction management.

Assistant Construction Manager and Construction Engineer
Pacific Northwestern Rail Trail Phase 1 | City of Ukiah, CA

Mr. Kennedy served as Construction Manager for a Class I trail along one mile of the NCRA Railroad Corridor between Gobbi Street and Clara Avenue in Ukiah. This was the first rail-with-trail project to be designed and constructed in NCRA ROW in Mendocino County. In addition to construction management, Mr. Kennedy provided engineering during construction, and coordinated extensively with the City of Ukiah and Project Manager Ben Kageyama.

Project Manager
Replacement Well #4 and New Well #9 | City of Ukiah, CA

This project replaces existing and failing Well #4 with a new well, and a chlorination and control building. GHD provided related site improvements, and then constructed new Well #9. Well #4 is located on a parcel in a residential neighborhood.

Traffic and Civil Engineer
Perkins Street and Orchard Avenue Intersection Improvements | City of Ukiah | Ukiah, CA

This project involved the design of traffic signal modifications and geometric improvements to add an additional right turn lane with a right turn overlap phase at this heavily utilized intersection near the on and off ramps for the U.S. 101 East Perkins Street interchange in Ukiah, CA. Other improvements included minor grading and storm drainage improvements, paving, striping for the new turn lane, curb, gutter, and sidewalk, and relocating signs from the demolished signal poles to the new signal poles. This project was completed in September 2009, modified in January 2012 to include federal Economic Development Administration funding requirements, and completed by 2012.

Project Manager
Talmage Interchange Improvements | City of Ukiah, CA

The project involves the design of geometric modifications to the existing Caltrans-owned freeway interchange in Ukiah. The improvements are related to ongoing development of the Redwood Business Park and regional growth, specifically required to accommodate increased traffic. GHD prepared a detailed traffic impact study, biological assessment, hazardous materials assessment, and a noise study for the project in support of a CEQA EIR.

Traffic and Civil Engineer
East Washington Pedestrian Crossing | City of Petaluma, CA

The purpose of the project is to enhance pedestrian visibility, crossing safety and ADA accessibility at East Washington Street on the Petaluma Ring Trail. The project includes a high-visibility overhead warning system (flashing yellow beacons and LED blankout sign), a pedestrian corral at the mid-point of the crossing, new sidewalks along East Washington Street, utility trenching, a new PG&E service, ADA curb ramps with truncated dome detectable warning panels, and striping and singing. GHD designed the new overhead warning system using standard details and equipment from Caltrans, including foundations, poles, mast arms, and one luminaire for safety lighting. New sidewalks provide connectivity for bicyclists and pedestrians between the Ring Trail on Skyranch Road and East Washington Street. The project

was completed on-schedule and under budget. In additional to full design services, GHD provided construction support services during construction and worked with City staff and the contractor.

Traffic and Civil Engineer
Lakeville Street Signal Improvements | North Coast Rail Authority | Petaluma, CA

GHD provided NCRA with design and construction engineering services for rail and traffic signal modifications and pedestrian improvements at two major intersections and grade crossings in Petaluma. The traffic signal and pedestrian improvements were required as part of NCRA's improvements to the rail system between Cloverdale and Larkspur to begin freight rail service in 2011. The project also involved coordination between NCRA, the City of Petaluma, and the California Public Utilities Commission.

Project Manager and Construction Manager
Redwood Business Park Transportation Improvements | City of Ukiah, CA

The project involves the design of improvements to an existing roadway system in a developing business park and retail area to repair a large section of under-designed and failed pavement, widen and improve roadways to accommodate increases in traffic and heavy trucks associated with planned future commercial and retail developments, and other associated improvements. Elements of the project include pavement design and roadway reconstruction, new and modified traffic signals, the addition of lanes and changes in roadway geometry, extensions of roadways and utilities, and pedestrian and bicycle improvements consistent with the City's Bicycle and Pedestrian Plan and development plan. Roadway widening improvements require coordination with PG&E for the relocation of a primary distribution power pole, and wetland delineation. Other project services include traffic analyses and planning assistance for future interchange improvements, and coordination with Caltrans. This project is currently in construction.

Civil Engineer of Record
Transit Operations and Maintenance Facility | Mendocino Transit Authority (MTA) | Ukiah, CA

GHD provided civil, mechanical, electrical, and structural engineering design services for a new operation and maintenance building, fueling facility, bus clean detail, and related improvements, replacing MTA's existing outdated and undersized facilities. Site designs include new utility services, excavation, grading and paving, and stormwater improvements. The project required reconstruction of existing utilities to locate them within existing utility easements, removal and replacement of undocumented and unstable fill materials, and coordination with local agencies for approvals.

Project Manager and Engineer of Record
Route 14 Resurfacing | Guam Department of Public Works | Guam, USA

Currently Serving as Project Engineer and Engineer of Record for this project which resurfaces and restores the existing major arterial roadway, Route 14 (Chalan San Antonio), from approximately 600 feet south of Route 1 (South Marine Corps Drive) north to and including the Archbishop Felixberto Flores traffic circle. The intent of this project is to resurface the existing major arterial roadway, and make improvements to vehicular safety and pedestrian and bicycle mobility within this business district of Tamuning. In general, this project constructs *a "road diet,"* by narrowing the existing roadway and reducing the number of travel lanes from 2-3 lanes in each direction to 2 lanes in each direction with center left turn pockets and two-way left-turn (TWLT) lanes. The project includes modifications intersections, new raised medians, new signing and pavement markings, modifications to existing drainage inlets and the reconstruction of existing sidewalks to provide wider sidewalks and ADA compliant curb ramps, clearances around obstructions, and new driveway curb cuts. Additionally, the project aims to improve multimodal transportation facilities along this corridor through the inclusion of striped bike lanes. The existing Archbishop Felixberto Flores traffic circle is also modified and reconstructed and address pavement failures within the context of a 2R project, and improve safety and operations by incorporating elements of modern roundabout design standards as much as practical without modifying the existing inscribed circle.

Project Manager and Engineer of Record
Route 7A Rehabilitation and Safety Project | Guam

Served as project manager and lead design engineer for this roadway rehabilitation and safety improvement project in Guam, USA. This project involves the resurfacing and reconstruction for approximately 3,000 feet of arterial roadway connecting two highways in Hagätña, Guam, with the goal of improving overall safety. The project includes a new flexible pavement structural section, guard rails, driveway and intersection conforms, reinforced concrete approach slabs and barricades at the Agana River Bridge, new ADA compliant sidewalks and curb ramps, curb and gutter, signing and striping. The relocation of several power transmission poles is also required to achieve ADA compliance and improve roadway safety. Storm drainage design elements include an entirely new storm drainage system designed for the 24-hour 25-year event including bioswales at the two outfalls to improve water quality. The storm drainage system includes over 3,400 feet of 18" to 36" pipe, 40 new catch basins, 2 new drop inlets, 18 manholes and 400 feet of bioswales. The project also includes provisions for a future traffic signal at an intersection currently controlled by stop signs.

Jeremy Schmal, PE
Deputy Project Manager

Qualified: Civil Engineering, California State University Fresno, Fresno, CA, 2012; Civil Engineer: CA #87192;

Connected: Younger Member Forum of ASCE – American Society of Civil Engineers, AEP – Association of Environmental Professionals (past vice-president Central California section), ITE – Institute of Traffic Engineers

Professional Summary: Mr. Schmal has over 12 years of experience in civil engineering working with the public sector. He has performed project management and project engineer duties on numerous multi-million dollar public works transportation improvement projects including roundabouts, pedestrian improvements and ADA compliance, roadway widening, utility relocation, intersection improvements and traffic signals, and complete street projects. Jeremy also has experience administering projects with Federal Aid/Local Assistance funding, traffic engineering, transportation analysis and planning, and high-visibility pedestrian projects. Other experience includes construction management, where he has acted as Resident Engineer and Lead Inspector as well as providing construction engineering and bid support.

Project Engineer
Healdsburg 5-Way Intersection | City of Healdsburg | Healdsburg, CA

The project includes constructing a 5-Way Roundabout as well as extensive utility improvements. The project replaces the existing five-legged signalized intersection with a single-lane modern roundabout with an at-grade heavy rail crossing traversing through the center of the intersection. The project also replaces the sanitary sewer trunk main, water mains, storm drain and reconstructed a box culvert through the intersection. Jeremy was responsible for finalizing the Plans and Specifications and assisting through the bid process through to contract award. Once in construction he assisted the construction manager handling design changes and clarifications, RFIs and Submittals.

Project Manager
Devlin Road Segment H and Vine Trail Extension Project | City of American Canyon | American Canyon, CA

Jeremy was responsible for managing all aspects of design of this roadway project through a greenfield in the City of American Canyon. The nearly 1-mile long new roadway included design of the extension of the Vine Trail, which is a multi-use master planned trail through Napa County. It also included right-of-way acquisition, design of a new box culvert, utility design and coordination, and LID storm water solutions, such as bio-retention. The roadway cuts through areas of wetlands which required mitigations and coordination with multiple government agencies.

Project Engineer
Napa 5-Way Intersection | City of Napa | Napa, CA

Jeremy worked with the project team on the high-profile 5-way intersection project located on Hwy 121/Silverado Trail east of Downtown Napa. The project included numerous alternatives development and analysis, an extensive public outreach program, cost estimating, and preparation of Project Initiation Document (PID) for Caltrans review and subsequent design as part of SHOPP program. Alternatives included 5-leg roundabouts, multi-roundabouts, leg removal with signalization, and other approaches. Jeremy was responsible for preparation of the Storm Water Data Report, Utility conflict exhibits, Cost Estimates and overall project support.

Project Engineer
Farmersville Roundabouts Project (Federal Project No. HSIPL 5368 (0096) and CML 5368 (010) | City of Farmersville | Farmersville, CA

As Project Engineer, Jeremy was responsible for the design and preparation of construction documents for this federally-funded roundabouts project, which provided for the construction of two roundabouts within state right of way, including the first roundabout at a ramp terminus in Caltrans District 6. He was involved in the project from initial traffic analysis and feasibility through engineering support during construction. The design included roadway widening and realignment, retaining walls, box culvert modifications, new drainage facilities, street lighting, and landscaping. The project also included extensive staged construction and traffic management planning, right-of-way acquisition, utility coordination and relocation, and a Caltrans Encroachment Permit. It required coordination between the City of Farmersville, Caltrans Project Oversight, and the County of Tulare with the majority of the funding being supplied by the CMAQ and HSIP programs. Jeremy provided Federal Aid services including Caltrans Local Assistance coordination, certifications, and preparation of the E-76 award package. The project was constructed with a cost of $5.1 million. Jeremy also provided construction support throughout construction of the project.

Project Engineer
Fulton Road Widening PA/ED (Guerneville Road to Piner Road) | City of Santa Rosa | Santa Rosa, CA | 2016 – 2017

As project engineer, Jeremy was responsible for utilities engineering, including coordination, identification, location and relocation planning for the initial design phase of the widening of this major arterial roadway.

Project Manager
Napa Trower Storm Drain Improvement | City of Napa | Napa, CA

This project includes abandoning an existing storm drain system, including outfalls, and designing a new system of storm drain pipelines that outfall in a consolidated location. The existing system has multiple outfalls into Salvador Creek which will be replaced by a single large diameter outfall into an existing box culvert. As the Project Manager, Jeremy was responsible for project development, all aspects of engineering, and preparation of full PS&E and construction documents. As part of the preliminary engineering, the team performed hydraulic analysis and made recommendations on pipe size, slope, and invert elevations.

Project Engineer
State Route 63/Lincoln Oval Complete Streets Improvement Project | City of Visalia | Visalia, CA

Jeremy was the Project Engineer for the Lincoln Oval/Oval Park project which focused primarily on pedestrian and bicycle facility safety and improvements. The project is located on State Route 63 and was subject to the Caltrans oversight and encroachment permit process. Improvements included bulb-outs and new curb ramps/ADA compliant facilities at nine locations and rectangular rapid flashing beacons (RRFBs) at two locations. These are the first RRFBs constructed on the State Route system in Caltrans District 6. The project also included drainage improvements, street lighting, pavement rehabilitation, two overhead signs, and enhanced bike lanes. There were numerous design challenges including adding an additional travel lane and bike lane without widening the road, upgrading a sub-standard drainage system with minimal fall, and correcting or maintaining ADA compliance even with significant grade changes due to the construction of large bulb-outs.

Project Engineer
Jaye Street Roundabout Project | Porterville, CA

Served as Project Engineer responsible for completing the preparation of construction plans for the Jaye Street Roundabout Project. Also served as engineering point of contact during construction support phase. Project included construction of a hybrid multi-lane roundabout at the entrance of a WalMart distribution/warehouse facility, realignment of roadways and development of site improvements for an adjacent fire station. Project required complicated traffic handling and staging plans on State Routes (with Caltrans involvement) to allow for access to private residences.

Project Engineer
Fancher Creek Development Roundabouts Feasibility and Design Project | Fresno, CA

Jeremy served Project Engineer and lead designer for the Fancher Creek Development Roundabouts Feasibility and Design Project. The project included the development of roundabout geometrics based on the needs analysis and right of way constraints. The feasibility analysis was approved by the City and geometrics finalized for the development.

Project Engineer
Visalia Road Improvement Project | City of Exeter | Exeter, CA

Jeremy served as Project Engineer for this 1-mile long roadway improvement project that consists of roadway widening, traffic signal modification, pedestrian improvements, relocation of a sewer lift station, street lighting, and utility relocation. The project included preparation of right-of-way acquisition documents, environmental certification, and coordination with an adjacent improvement project.

Project Engineer
Belmont Road Frontage and Pedestrian Improvement Project | City of Exeter | Exeter, CA

This federally-funded CMAQ project undergrounded 1,600 feet of existing irrigation ditch and constructed a multi-use concrete path on top of it. The project includes decorative street lighting, landscaping and irrigation, and redesign of existing agricultural irrigation conveyance structures. Extensive coordination with the irrigation district, their engineer, and board of directors was required. The project also included overhead utility relations, right of way acquisition, environmental certification, and compliance with federal aid regulations. Jeremy provided bid support services including advertisement, bid package distribution, bid opening, and contract approval.

Other related areas of interest

Registered

- Civil/CA/#C87192

Trained

- Caltrans Local Assistance Training - Resident Engineers (RE) Academy
- ITS Berkeley - Construction Inspection of Traffic Signals
- Caltrans Local Assistance Training – Federal Aid
- CSU Fresno Extension – ArcGIS Certification

Jerry Champa, PE
Local Assistance Coordination

Qualified: BS, Civil Engineering, University of Notre Dame, Notre Dame, IN; BA, American Studies, University of Notre Dame, Notre Dame, IN; Civil Engineer, CA #40573

Connected: Institute of Transportation Engineers; Transportation Research Board Committee on Roundabouts

Professional Summary: Jerry Champa works as a senior engineer hand-in-hand with GHD's Transportation Team across California and the nation. As a Statewide Traffic Safety & Design Liaison Engineer for Caltrans (from 1992 to 2017), he advised, approved or coordinated approvals for state, regional and local agencies seeking: safety project funding; design and safety policy exceptions; and, innovative solutions for complex and sensitive safety and operational problems under every conceivable scenario. As a Liaison, Jerry was consulted and worked directly with project teams across the state to modernize, *complete, and provide balanced* highway infrastructure for all travelers (modes) using newer but proven countermeasures, a performance-based approach, and modern strategies and tools – many of which he was instrumental in adopting for use on state highways. In his design and traffic policy role, Jerry led and/or supported initiatives to "mainstream" roadway reconfiguration; road and intersection diets; roundabouts and other alternative intersection and traffic calming strategies; compete pedestrian infrastructure; pedestrian-specific traffic control and warning systems; Data-Driven Safety Analysis; and, managed lane system access. As a Strategic Highway Safety Plan Co-lead, he established the state's Intersection Control Evaluation policy and a performance-based, type-selection tool, and managed their statewide implementation. Jerry continues to bring expertise, professional judgement, a network of technical experts, and a creative but practical approach to the art of traffic and design problem-solving,

Multi-Disciplinary Team Member and Advisor
Pedestrian Safety Audit of North Lake Boulevard (SR 28) | Tahoe Regional Planning Agency | Tahoe City, CA (2014)

Invited to participate by Tahoe Metropolitan Planning Organization (MPO)/Regional Planning Agency (RPA) and Federal Highway Administration (FHWA). Safety Audit of State Route (SR) 28 through Tahoe City produced consensus and basis for funding to pursue specific infrastructure improvement recommendations to address pedestrian/cyclist safety needs at all intersections and crossings within study limits.

Technical Advisor (Volunteer)
Coalition for Safety and Livability | Land Park Neighborhood | Sacramento, CA (since 2017)

Initiated and co-leading grass roots effort to identify priorities and build a consensus and support among affected residents, the community association "board," law enforcement, and traffic engineering officials for systemic safety improvements, traffic calming and reconfiguration strategies, and "missing" infrastructure along a two-mile street corridor through a residential community. Effort is challenging City's reactive safety management practices and pursuing a systemic safety analysis approach to attract funding in order to "right-size," complete and provide balanced street infrastructure which will increase walking and cycling by residents, without a corresponding increase in fatal crashes due to the increased volume (and exposure) of non-motorized travelers.

Multi-Disciplinary Team Member and Advisor
Mobility and Safety Study of Lincoln Highway (SR 50) | Tahoe Regional Planning Agency | Town of Meyers | Meyers, CA (2016)

Invited to participate by Tahoe MPO/RPA and FHWA. Study produced community and partner agency consensus on recommendations to improve pedestrian and cyclist safety through implementation of access and speed management strategies. Played key role in guiding study toward the region's vision and community's desire to transform the highway corridor into a complete/main street.

Caltrans and Local Agency Technical Advisor
Pedestrian Crossing Studies | Caltrans District 12 | Laguna Beach, CA (2008 - 2012)

Technical Advisor on numerous pedestrian crossing studies along Pacific Coast Highway and Laguna Canyon Highway; studies led to project funding for installation of innovative/intelligent pedestrian crossing warning system. Participation led to finding that inconsistent traffic control and warning systems may lead to errors by pedestrians who cross Pacific Coast Highway at different locations.

Technical Advisor
Pedestrian Safety Investigation | Caltrans | City of Newport Beach, CA (2009)

Technical Advisor on pedestrian safety investigation for segment of Pacific Coast Highway; investigation identified pattern of pedestrian collisions during hours of darkness and led to Highway Safety Improvement Program-funded project for installation of continuous lighting.

Co-Lead

California Strategic Highway Safety Plan (SHSP) | Caltrans | Sacramento, CA | 2009-2017

Led and coordinated multi-disciplinary and agency effort to produce Action and Implementation Plans for Challenge Areas focused on intersection, freeway and managed lane access-related crashes. Employed network screening, and relied upon crash and condition analysis to identify systemic safety strategies to reduce crashes which have caused nearly half of California's fatal and severe injury crashes. Specific outcomes are described below:

Intersection Control Evaluation (ICE)

ICE was established in 2013 as a traffic engineering policy, and data-driven type-selection tool supported by a Technical Assistance Network comprised of state and national Subject Matter Experts. The above "program" functions to objectively evaluate and compare the safety, operational, and cost effectiveness of roundabouts and other innovative solutions alongside traditional intersection control alternatives. ICE is accelerating the use of proven but under-utilized safety countermeasures, primarily through a comparison of predicted safety performance and overall Return on Investment.

Safety Lighting Initiative

SHSP network screening identified a new/previously unrecognized pattern of fatal and severe injury crashes during "darkness" along state highway corridors across California. To confirm the cost-effectiveness of innovative safety lighting applications, a Demonstration Program was established and produced 12 HSIP-funded lighting projects for local arterial and freeway corridors. Before-After evaluations are demonstrating unexpected (70-100%) reductions in "night-time" fatalities and severe injuries.

Caltrans Experience

Traffic Operations Division (HQ Office) | Caltrans | CA

Final position with Caltrans was within the HQ Division of Traffic Operations, from 1998 to 2017, as a Statewide Traffic Safety and Operations Liaison Engineer. During this period: consulted and worked directly with Caltrans district offices, regional and local agency personnel responsible for safety and operational performance management during investigation, project planning and delivery of practical solutions or incremental improvements for complex and controversial transportation problems in a variety of settings (rural, urban, suburban, Main Street, etc.). In role of liaison among Caltrans functional groups and offices, provided technical assistance, approvals and coordinated approvals for Caltrans and local partners seeking: safety project funding; design and safety policy exceptions; and, innovative solutions for complex and sensitive safety and operational problems under every conceivable scenario. In the role of design and traffic engineering policy specialist: led development of "missing" policy and guidance to encourage use of innovative solutions, and practical performance and data-based decisions. Published and managed statewide implementation of numerous policy, process, and program updates, including the Active Transportation program. Many of these were concerned with the optimization of resource investments through adoption of safety-centric investigation and evaluation processes and tools, such as: Road and Pedestrian Safety Audits, safety analysis methods capable of crash prediction and comparison among alternatives, corridor-based and systemic safety analysis.

Also, led and worked through statewide coalition established to create and continuously update California's Strategic Highway Safety Action and Implementation Plans.

Other related areas of interest

Stakeholder Engagement

- Led, developed and executed a comprehensive Outreach/Engagement Plan among partner agencies, stakeholders, and advocacy organizations (including The California Trucking Association, California Bicycle Advisory Committee, Self-Help County Coalition) in order to create support for a controversial Strategic Safety Action proposal to increase the role and use of roundabouts.
- Presented proposal to expand Caltrans ICE policy via formal revision to the California MUTCD. Members of the multi-disciplinary California Traffic Control Device Committee unanimously supported and applauded the proposal.
- Organized and hosted numerous peer exchanges for staff from Caltrans and partner transportation agencies; events featured workshops, panel discussions, and field tours led by experts.
- Advised or participated as member of special Road and Pedestrian Safety Audits.

Presentations

- Webinar on *Roadway Reconfiguration (Diets)* for a statewide audience targeting local agencies.
- "Roundabouts: An Innovation for Congestion Management" at the ASCE California Infrastructure Symposium (March 2018)
- "Innovative Traffic and Safety Infrastructure Strategies" at the *Creating the Future Today Land Use and Transportation Summit* in Lee County, FL (April 2018) Authored/Instructed
- ICE Policy Directive, CA MUTCD revision, and Safety Analysis guidance
- Training on Traffic Safety Fundamentals, Safety Performance Analysis, ICE, Managed Lane Access

Douglas Ries, PE
QA/QC Manager

Qualified: BS, Civil Engineering, University of Montana, Missoula, MT; Civil Engineer, CA #47768

Connected: American Public Workers Association, American Society of Civil Engineers

Professional Summary: Douglas Ries, a company principal, manages an assortment of public works and infrastructure projects. His professional knowledge includes roadway design, bike lane/bike path design, interchange projects, construction administration, master plans (water, sewer, and storm drain design), community facility districts implementation, and hydraulic/utility/drainage design for state and local facilities. He also oversees GHD surveying and construction management functions. He has prepared PSR, PR, PA/ED, and PS&E for various Caltrans projects throughout the State. Work in both the public and private sectors gives him a unique appreciation and understanding of successful project delivery. His background includes bridge retrofits, community facility districts implementation, construction administration, geometric roadway design, grading design, hydraulic design, hydrology design, infrastructure planning and design, public outreach, water, sewer and storm drain master planning, and design.

Project Manager
Downtown Area Revitalization (Old Redwood Highway Widening) | Cotati, CA

Phase 1 included a community outreach program and an evaluation of a Road Diet concept for the Cotati downtown area. During the final phase, the plans, specification and estimate were completed in record time (two months) to meet the City's funding deadline. The project included the design of bike lanes/bike paths.

Principal in Charge
S. Auburn Street and I-80 Roundabout | City of Colfax | Colfax, CA

Oversaw all activities in the preparation of preliminary engineering, public outreach efforts, environmental services, utility support, and Caltrans processing leading to the preparation of final plans, specifications and estimate.

Principal in Charge, Project Manager
Windsor River Road/Windsor Road Improvements and Multi-Use Path Connector Preliminary and Final Engineering Design | Town of Windsor | Windsor, CA

Oversaw all activities in the preparation of preliminary engineering, public outreach efforts, environmental services, utility support, leading to the final design phase.

Principal-in-Charge, Project Manager
Foxboro Parkway/Vanden Road Roundabout Traffic Analysis/Conceptual Layout | Vacaville, CA

Retained to prepare a traffic analysis and preliminary design for an initial single-lane roundabout and future dual-lane roundabout at the intersection of Jepson Parkway and the realigned Vanden Road.

Project Manager
I-505/Vaca Valley Roundabouts Improvements for OBAG2 Grant Funding Application Support | Vacaville, CA

Oversaw the coordination, staff, meetings, and the geometric layout, roundabout operations and the preliminary ultimate configuration for I-505/Vaca Valley Parkway grant preparation.

Quality Assurance/Control Officer
SR 49/Main Street Roundabout | Plymouth, CA

First roundabout in state right-of-way for District 10, located in central Amador County. The single-lane roundabout will increase safety and reduce delay at the intersection while accommodating large truck traffic and improving multi-modal access at the gateway of the City.

Principal-in-Charge, Project Manager
Jepson Parkway/Leisure Town Road/Vanden Road Intersection | Vacaville, CA

Prepared a traffic capacity analysis for the intersection and developed plans, specifications and estimate (PS&E) for incorporation into the City's overall construction plans and contract documents. The project included the design of bike lanes/bike paths. This work was performed in record time (four months) in order to meet the City's funding deadline.

Project Manager
Rohnert Park Expressway Roadway Rehabilitation | Rohnert Park, CA

Responsible for PS&E for rehabilitation including overlays, removals, replacing, or reconstruction for 22 curb ramps to meet ADA standards and various existing pavement sections of the expressway.

Principal-in-Charge
Blackstone Avenue/Bullard Avenue Intersection Widening and Signalization Modification | Fresno, CA

Roadway modifications and traffic signal modifications.

Quality Assurance/Control Officer
I-5/South Bonnyview Road Interchange Improvements PS&E and CM | Redding, CA

Provided input as need by the manager and periodic review of documentation and monitoring of budget and schedule status for the replacement of the northbound on-ramp including three signal modifications, a retaining wall, landscaping, and drainage modifications. The project will be constructed in 2019. $2.2M construction cost.

Project Manager
SR 99/Fulkerth Avenue/West Monte Vista Avenue Interchange PSR | Turlock, CA

Managed the preparation and processed a PSR for the modification of the interchange and designed signal improvements at the off-ramps through Caltrans District 10. The traffic signal designs involved signalization of two of the SR 99 Ramp intersections and one adjacent City intersection, concurrent with the interchange widening.

Project Manager
SR 99/Lander Avenue Interchange Modification PS&E | Turlock, CA

Managed the preparation of the PS&E for the project that involved the signalization of two SR 99 ramp intersections, concurrent with modifying the interchange for widening while utilizing the existing funds that were currently available through Federal and State sources.

Project Manager
SR 99/Monte Vista Avenue Interchange Modification PS&E | Turlock, CA

Provided the day-to-day management with Caltrans and other agencies such as PG&E. Managed the preparation of the PS&E for the project involved signalization of two SR 99 Ramp intersections and one adjacent City intersection, concurrent with the interchange widening.

Project Manager
SR 99/West Main Street Interchange Modification PSR and PS&E | Turlock, CA

Prepared the PSR that focused on existing and future traffic operating conditions at the intersections with S. Walnut Avenue, S. Tully Road and the SR 99 on/off-ramps. Prepared the design associated with the interchange widening/modification. Project features included staggered *left-turn pocket storage,* extensive re-striping of West Main Street, interconnect design, highway and bridge lighting, and advanced flashing beacons

Quality Assurance/Control Officer
Twin Cities Road/SR 99 Interchange Construction Support | City of Galt | Galt, CA

QA/QC officer preparation of the plans, specifications, estimate and all supporting documentation required for the construction of the Twin Cities Road/State Route 99 interchange.

Project Manager
Bird Road/SR 132 Interchange PS&E | Tulare, CA

Responsible for the Project Report, PS&E, and Construction Support.

Quality Assurance/Control Officer
SR 99/Cartmill Avenue Construction Support Services | City of Tulare | Tulare, CA

QA/QC officer preparation of the plans, specifications, estimate and all supporting documentation required for the construction of the State Route 99/Cartmill Avenue interchange.

Project Manager
SR 132/Bird Road Interchange PS&E | San Joaquin County, CA

Responsible for preparation of the PS&E.

Project Manager
I-80/Rocklin Road Interchange PS&E | Rocklin, CA

Responsible for preparation of the PS&E.

Patrick Tortora, PE, LEED AP

Engineering Lead

Qualified: Bachelor of Science - Civil Engineering, Oregon State University, Corvallis, OR, 2013; Licensed Civil Engineer: WA #42517, OR #50400, ID #17342, CA #80067, Guam #1873; LEED Accredited Professional

Connected: Member, American Society of Civil Engineers (ASCE)

Professional Summary: Pat Tortora has over 20 years of experience in providing planning, design, and construction engineering solutions to public and private clients, with an emphasis on civil design in collaboration with multi-disciplinary teams for comprehensive civil and transportation infrastructure projects. For municipal entities and governmental organizations throughout northern California, his infrastructure improvements address to water quality concerns, utility infrastructure, pedestrian and vehicular safety measures, and sustainably-minded, comprehensive sewer, water, and civil site work. For Phase 1 of the City of Ukiah's Northwestern Pacific Rail Trail Project, Mr. Tortora served as Lead Civil Engineer, and so is deeply familiar with this project, and will lead our team in providing continuity to the City, managing many of the same staff who completed the previous phase. Additionally, Mr. Tortora has performed key oversight and civil engineering design on trail, pathway, and/or Safe Routes projects for SMART, the City of Fort Bragg, the City of Rohnert Park, and the City of San Jose.

Lead Engineer
Pacific Northwestern Rail Trail Phase 1 | City of Ukiah, CA

Mr. Tortora served as Lead Engineer for a Class I trail along one mile of the North Coast Railroad Authority (NCRA) Railroad Corridor between Gobbi Street and Clara Avenue in Ukiah. The trail provides pedestrians and cyclists with safe access to amenities such as parks, a museum, and a hospital. This was the first rail-with-trail project to be designed and constructed in NCRA right-of-way in Mendocino County.

Project Engineer
Downtown Revitalization | City of Independence, OR

Led the production of the construction documents and specifications for the reconstruction of 1,100 feet of South Main Street from B Street to D Street. Work was completed as part of a historic restoration and included streetscape and urban design. Design included the replacement of water and stormwater pipe lines. Storm water design required drainage basin analysis, downstream system analysis, and hydraulic design of the piping system.

QA/QC
Payran Street to Southpoint Boulevard Multi-Use Pathway | Sonoma Marin Area Rail Transit (SMART) | Petaluma, CA

Mr. Tortora provided QA/QC oversight support for a 1.2-mile segment of pathway from Payran Street to Southpoint Boulevard in Petaluma, California, which will provide an important pedestrian connection between East and West Petaluma and be part of SMART's larger pathway system connecting its stations to the surrounding communities. The project's scope of work includes topographical survey, geotechnical studies, utility coordination, design development and full PS&E, permitting coordination, and Caltrans Local Agency Funding coordination.

Lead Civil Engineer
Main Street/SR1 Realignment | City of Fort Bragg, CA

Mr. Tortora served as Project Engineer and worked on the design for the Main Street Realignment Project (between Oak Street and Pine Street). Improvements included the relocation of the existing merge/drop lanes; the addition of a bike lane; the addition of medians; the replacement of the existing cobra-head style street lights with new decorative street lights; the addition of right and left hand turn lanes at various intersections; decorative bulbouts, curb ramps, and crosswalks; and accessibility improvements to driveways and sidewalks.

Civil Engineer and Construction Support
Eastside Trunk Sewer 3, Snyder Lane Widening | City of Rohnert Park, CA

Mr. Tortora provided civil engineering and construction support services for the Rancho Cotati High School campus modernization and coordination for the new signalized access driveway, as well as for Safe Routes from Snyder lane to the high school campus. The project consists of roadway, sewer trunk main, water main, drainage, box culvert extension, Rule 20A utility undergrounding, landscaping, electrical improvements, and water quality improvements consistent with the local Standard Urban Stormwater Mitigation Plan (SUSMP). Mr. Tortora approved low impact design (LID) with the North Coast Regional Water Quality Control Board.

Project Manager
Pedestrian Access Improvements | West Linn-Wilsonville School District | Bolton Primary School and West Linn High School, OR

Mr. Tortora provided civil site design for new sidewalks along and within the public right-of-way, including signalized crosswalks. This project was fast-tracked to address public safety concerns prior to the 2014 school year. Construction of 550 feet of street frontage improvements was completed within three months of initiating design.

Project Engineer
SW 121st Avenue Reconstruction | City of Tigard, OR

Responsible for the design for widening and reconstruction of 2,300 feet of major collector roadway and 4,300 feet of sanitary sewer main in an established neighborhood in Tigard. For a sanitary sewer reimbursement district, a new sanitary sewer system is being designed for the roadway corridor and side streets. Design also called for replacement of the waterline along the entire corridor. Stormwater design required drainage basin analysis, downstream system analysis, water quality analysis, hydraulic design of the piping system, and gutter flow analysis per Federal/ADA standards. The water system improvements included replacement of 12-inch and 6-inch lines.

Project Engineer
SW Gaarde Road Reconstruction | City of Tigard, OR

Provided at the request of the City design services for the intersection of SW Gaarde and SW 121st as an extension of the SW 121st Avenue project. Intersection realignment addressed line of sight, widening with turn lanes, and private property impacts.

Civil Engineer and Construction Support
North San Jose Trail Access and Ramp Study | City of San Jose, CA

Mr. Tortora assisted in the preparation of the North San Jose Trail Access and Ramp Study to provide optimum connectivity to the Guadalupe River Trail and the Coyote Creek Trail by formalizing the location and design approach for additional access ramps. Public access ramps will be ADA accessible and bicycle friendly. The study is also intended to support a long-term relationship with the Santa Clara Valley Water District and U.S. Army Corps of Engineers for recreational trails by ensuring that public access does not unnecessarily impact the important flood control levees.

Project Manager
Lowrie Primary School Public street Improvements | West Linn Wilsonville School District | Wilsonville, OR

Mr. Tortora led the design of approximately 4,500 feet of roadway and public utility improvements fronting this 10-acre greenfield primary school in the planned community of Villebois. Public improvements consisted of road improvements, sanitary sewer, water, and stormwater management improvements, applying “green street” facilities to treat and manage stormwater.

Civil Engineer
Transportation Improvements for Redwood Business Park | City of Ukiah, CA

Mr. Tortora assisted in construction submittal reviews.

Civil Engineer
Mendocino County Courthouse Infrastructure Project Phases 1, 2, and 3 | County of Mendocino | Ukiah, CA

Mr. Tortora is currently preparing the SWPPP and process application on the State of California Water Resources Control Board Stormwater Multiple Application and Report Tracking System (SMARTS) online permitting.

Project Manager
Wapato Lake Bridge Replacement Project | U.S. Fish & Wildlife Service | Wapato National Wildlife Refuge, OR

Mr. Tortora prepared alternatives analysis, concept design, and construction documents for the design and construction of two replacement bridges. The two bridges consisted of a pedestrian aluminum truss bridge and a vehicular steel girder bridge. The pedestrian bridge will connect a future rails to trails project to Wapato Lake and associated recreational facilities. Improvements include new access road approaches, an 85-foot span pedestrian bridge and a 91-foot span vehicular bridge, both with a pile supported foundation spanning over Wapato Creek to the levee around Wapato Lake in the Wapato Lake National Wildlife Refuge. Both bridges were placed 12 inches above the 100-year flood plain elevation.

Frank W. Penry, PE, TE, PTOE

Traffic Engineering Lead

Qualified: B.S., Civil Engineering, Chico State University, Chico, CA; Licensed Professional Engineer: CA #C62785, OR #84632PE; Licensed Traffic Engineer: CA #TR2304; Professional Traffic Operations Engineer, #1603

Connected: Institute of Transportation Engineers (ITE), SF Bay Area Section – Current President. American Society of Civil Engineers (ASCE), Redwood Empire Section – Former President. Registered Traffic Engineers of America (RTEA). American Public Works Association (APWA).

Professional Summary: A registered Traffic Engineer and Civil Engineer with certification as a Professional Traffic Operations Engineer, Mr. Penry has 24 years of experience in civil design, transportation planning and traffic engineering design. He has managed numerous engineering studies and design projects over the years, from small development impact studies to major roadway improvements. Frank has served as the City Traffic Engineer for the Cities of Petaluma, Cotati, Sonoma, and Fortuna, providing the administration and development of Municipal Engineering Programs. He is well versed in a wide range of engineering design standards and encroachment requirements, traffic calming and streetscapes, traffic signals, roundabouts, construction traffic handling, detour, and control plans for a variety of civil engineering projects.

Project Manager
SR-121 Five-Way Intersection Improvements | City of Napa | Napa, CA

Mr. Penry was Project Manager for the preparation and delivery of comprehensive Project Initiation Documents (PID's) for the 5-way intersection of Silverado Trail (SR 121)/Third Street/East Avenue/Coombsville Road. Improvements at the intersection were pursued because of issues related to traffic congestion and inadequate signal timing for pedestrian crossings. Designs from key options formulated with previous planning documents were advanced and evaluated, and new improvement options were developed based on the City's goals. Significant coordination between the City and Caltrans was performed in order to get input on the wide range of considered alternatives. Several of the options involved altering the current neighborhood access to create a four-leg intersection. Due to project constraints, the recommended improvement alternative was a five-leg roundabout intersection that maintained the current access. A dual-roundabout configuration that maintained current access was also considered, but ultimately dismissed because of issues related to driver understanding.

Project Traffic Engineer
Petaluma Blvd TLC/Streetscape and Pedestrian Improvement Project | City of Petaluma, CA

Responsible for the project study and feasibility analysis, which were critical to identifying the Road Diet as a viable project alternative. Also responsible for conceptual layout and design of roadway geometric reconfiguration (road-diet), streetscape, and pedestrian elements, including striping, signing, parking, landscaping, in-roadway warning lights, traffic signal modifications, street lighting, bulb-outs, ADA improvements, concrete sidewalk, bikeways, roadway striping, and traffic control. The success of the initial project phase resulted in securing additional funds to extend the Road Diet through the Historic Downtown with Transportation for Livable Communities.

Project Manager
City of Pleasant Hill Contra Costa Boulevard Improvements | Pleasant Hill, CA

Mr. Penry was Project Manager for traffic signal modification improvements at the intersection of Contra Costa Boulevard and Ellinwood Drive, and street lighting analysis and design along the corridor. The HSIP-funded project features accessible pedestrian actuation, bicycle detection, and pedestrian scale lighting.

Project Traffic Engineer
City of San Leandro West Estudillo Historic Downtown Improvements Project | San Leandro, CA

Mr. Penry was Project Traffic Engineer responsible for coordinating street lighting, signal modification, sidewalk, and crosswalk alternatives for the streetscape improvements for 1,700 linear feet of West Estudillo Avenue between San Leandro Boulevard and East 14th Street (SR185). The project required coordinating the encroachment permit with Caltrans.

Project Manager
Town of Windsor Conde Lane/Johnson Street Pedestrian Enhancements Project | Windsor, CA

Mr. Penry served as Project Manager leading design of signing, striping, lighting, and an enhanced pedestrian crosswalk using rectangular rapid flashing beacons (RRFB) at the realigned intersection of Johnson Street and Conde Lane in the Town of Windsor. The project realigned Conde Lane and removed an all-way stop control resulting in reduced delay and increased traffic flow between two adjacent traffic signals. The all-way stop

control is currently a "T" intersection with traffic signals on two adjacent legs; morning and afternoon peak traffic from a nearby elementary school backs up from the stop controls to either signal.

Project Manager
SR-29 Traffic Signal Synchronization Project | City of American Canyon Highway | American Canyon, CA

Mr. Penry was Project Manager leading coordinated timing of traffic signals along three arterial corridors, including nine signalized intersections within the City and Caltrans right-of-way. The project included work within the State right-of-way, requiring Caltrans coordination and project approvals. Existing conditions were modeled using Synchro 8 with SimTraffic software and calibrated utilizing data gathered. Traffic signal timing and coordination recommendations were developed for optimal initial and actuated settings, time-of-day coordination plans and hours of coordinated operation. The project included additional alternative roadway approach configurations to reduce traffic queuing and improve traffic operations. The project was funded by a TFCA grant.

Project Manager
SFDPW Great Highway/Skyline Boulevard Roundabout Project | San Francisco, CA

Mr. Penry developed concept-level design and conceptual construction estimates of a proposed multi-lane roundabout during the feasibility phase of the project development. The design, aimed at improving bicycle, pedestrian, and vehicle safety and circulation at the Great Highway/Skyline Boulevard intersection, included a 170-foot inscribed circle design. The roundabout was reviewed as an alternative to the existing stop-controlled “T”-intersection. He reviewed the potential impacts and design solutions of the multi-lane design and prepared a conceptual signalized intersection design alternative.

Project Manager
Traffic Data Management System | City of American Canyon | American Canyon, CA

Mr. Penry was Traffic Engineer, responsible for preparation of traffic signal inventory, planning, design, and encroachment permit design package for Caltrans approval of the system. Following on the success of the Traffic Signal Synchronization Project, the City sought additional funding to install permanent traffic count stations along Highway 29 to monitor traffic data trends, and provide centralized collection and monitoring of data, video, and operational details. The project is envisioned to track and predict conditions which would lead to local and regional improvements to the State Highway, including additional travel lanes.

Project Manager
California High Speed Rail Project, Construction Phase 1 | City of Fresno, Madera, and Fresno Counties, CA

Mr. Penry was Project Manager on the Design/Build Team for the initial construction segment of California High Speed Rail, and responsible for coordination and management of over $2 Million in subconsulting contracts and amendments. As part of the design/build contract to replace all existing railroad structure, he was responsible for design and development of interim and permanent ITS system improvements to fiber optic facilities, wireless broadband radio, intersection safety lighting, and vehicle priority systems within both the City of Fresno and Caltrans right-of-way. Additionally, he is overseeing coordination and design for traffic signal modifications, temporary signals, and new signalized intersection improvements at 65 locations in the City of Fresno, and 19 miles of street lighting for 40 corridors within the project limits. He also provided planning level support and coordination for temporary construction traffic control and management.

Project Manager
City of Berkeley Shattuck Avenue Reconfiguration and Pedestrian Safety Project/Berkeley BART Plaza Improvements | Berkeley, CA

Mr. Penry was responsible for project management, coordination, and oversight of the modification of 2 traffic signals as part of the Downtown Berkeley BART Plaza renovations. Concurrently, was also Project Manager for the adjacent Shattuck Avenue Reconfiguration Project; while mostly a two-way multiple-lane roadway, Shattuck Avenue splits into a couplet of two one-way segments for two blocks between University Avenue and Allston Way. To improve multi-modal safety, the project will convert the three-block segment of western/ southbound Shattuck Avenue into a two-way street, and the eastern/northbound segment into a minor street for local traffic. Mr. Penry managed designs for traffic signals and signal interconnection for five intersections: He was responsible for detailed traffic signal design in support of and for incorporation to the 100% Draft and Final design documents; providing specifications in BART standards to accompany each 100% Draft and Final design submittal; and coordinating with the design team on signal pole design locations.

Project Traffic Engineer
City of Ukiah Clay Street At-Grade Crossing CPUC Application | Ukiah CA

Mr. Penry was responsible for coordination and preliminary engineering design of vehicle and pedestrian/bicycle at-grade railroad crossing and application to CPUC under Rule 3.7 “Public Road across Railroad.” Application resulted in decision authorizing the City to construct a new at-grade crossing.

Matt Wargula, PE, TE, QSD/QSP, LEED AP

Utility Coordination Lead

Qualified: BS in Civil Engineering, Michigan Technological University, 2003. Civil Engineer, CA, C76103. Traffic Engineer, CA, TR2749. LEED® AP. Qualified SWPPP Developer/Practioner #01146

Connected: Member of American Society of Civil Engineers. Past-President of Redwood Empire Branch, American Society of Civil Engineers. Member of Institute of Transportation Engineers. Member of Order of the Engineer.

Professional Summary: Mr. Wargula is a licensed civil engineer with over fifteen years of professional experience. He has planning, design and construction experience in traffic/transportation, site development, hydrology, hydraulics and water resources projects. He is proficient in the design and construction of a variety of civil infrastructure projects, including traffic signals, pedestrian and bicycle facilities, striping and signing plans, site development, storm water management plans, underground utilities and traffic control systems for construction. His experience includes a broad range of services including developing Synchro and Vistro traffic models/simulations for preparation of traffic impact studies, signal timing and coordination to developing open channel system hydraulic models using HEC-RAS, HEC-HMS, and StormCAD.

Mr. Wargula is engaged in the design of civil engineering infrastructure and has prepared planning level studies and reports, design reports, technical memoranda and construction documents, including plans, specifications and construction estimates, for various projects.

Project Manager |Jaguar Way/Windsor Road Bicycle and Pedestrian Improvements Project (CML-5472(018)) | Town of Windsor, CA | 2014 to 2017

GHD provided full range of services, including concept planning, preparation of project alternatives, public outreach, right-of-way acquisition coordination, preparation of construction documents, engineering support during construction and Federal aid processing assistance. The project design including street widening at the approach to the intersection of Windsor Road and Jaguar Way, installation of a new traffic signal system, connection of Class II bike lanes, Class II bike lane enhancements (green lanes), sidewalk gap closure, new street lighting and retrofit of existing lighting for LED luminaires, street widening for on-street parking and right-turn pocket into Windsor High School, upgrade of pedestrian curb ramps, pavement rehabilitation, striping and signage. Project also included coordination with Sonoma Transit for bus stop enhancements and permanent relocations.

Project Manager | Petaluma Complete Streets Project (STPL 5022(055)) | City of Petaluma, CA

This federally funded project included approximately 4,500 linear feet of Lakeville Street and East D Street, two heavily traveled arterials within the City. Within the existing right-of-way, the travel lane widths were reduced to incorporate either 5- to 6-foot enhanced green bike lanes or shared lane facilities throughout the project limits, along with several pedestrian enhancements, including sidewalk gap closures, widened sidewalks, upgraded curb ramps, high visibility crossings with advanced warning signage and a rectangular rapid flashing beacon (RRFB) system installation at the Copeland Street/D Street intersection (near transit center). In addition, the project included a new bus bay for transit services, coordination with the adjacent passenger rail station (SMART) for planned future improvements and assistance with Federal aid processing.

Project Engineer | 23rd Street Road Diet | City of San Pablo, CA

The City of San Pablo had developed long term plans for the revitalization of the 23rd Street Corridor into a lively commercial district. To reorient the corridor more toward a balanced and more efficient multi-modal “Complete Streets” approach to encourage pedestrian and bicycle activity and transit use in conformance with the City’s General Plan Goals, the 23rd Street Road Diet Implementation Project involved the reconfiguration a of 4-lane roadway to 3-lanes (two-way left-turn lane median) with on-street parking and bike lane facility. 23rd Street is functionally classified as a Mixed Use Boulevard carrying between 18,000 to 25,000 ADT. GHD provide full design, preparation of construction documents, stakeholder coordination, and public outreach services. The project design consisted of improvements to reconfigure the roadway, including removal of existing striping, slurry seal, signing and striping, high visibility crosswalks and relocation of transit stops. GHD was solely responsible for stakeholder coordination, public meetings, and outreach. After the conclusion of construction, GHD prepared a “before” and “after” study to evaluate traffic volumes, traffic operations, pedestrian activity, bicycle

riding activity, speed, safety, diversion of traffic, changes to parking and accessibility, and public perception of the project after implementation.

Project Engineer | Willits Main Street Corridor Enhancement Plan | City of Willits, CA

In coordination with WRT, Fehr & Peers and the Local Government Commission, GHD supported the plan for the relinquishment of former US101 from Caltrans to the City, in preparation of the opening of the "Willits bypass." The opening of the bypass was expected to reduce traffic congestion in the City and its downtown, which presented the opportunity to transform Main Street into a more pedestrian-oriented environment and business-friendly downtown. GHD participated in the public outreach process that included a weeklong design charrette, open house, focus group/stakeholder meetings, walking tours, and vetting of potential design solutions to improve the Main Street corridor environment. These enhancements included buffered bike lane linkages, traffic calming treatments, intersection geometric safety enhancements, enhanced crosswalks, bulbouts and landscaping, lighting, gateway treatments, streetscape finishes and wayfinding signage. GHD's specific role in the project was to understand the simultaneous development of the Caltrans relinquishment project, coordinate with Caltrans, and develop construction cost estimates for the improvements and enhancements as envisioned while the planning process was on going. The project was partially funded through a Caltrans Sustainable Transportation Planning Grant (FY 2015-2016).

Project Engineer | Napa 5-Way Intersection | City of Napa, CA

Mr. Wargula served as the Lead Engineer for this high-profile 5-way intersection located on Hwy 121/Silverado Trail east of Downtown Napa. The project included numerous alternatives development and analysis, extensive public outreach program, cost estimating, and preparation of Project Initiation Document (PID) for Caltrans review and subsequent design as part of SHOPP program. Alternatives included 5-leg roundabouts, multi-roundabouts, leg removal with signalization, and other approaches.

Project Manager | US101 Hopland Main Street Corridor Engineered Feasibility Study | Mendocino Council of Governments

Mr. Wargula served as subconsultant to the prime consultant and was responsible for preliminary environmental assessment and engineering feasibility of transportation improvements, including preparation of typical cross sections and geometric analysis for potential grade corrections at specific locations and preparation of concept level opinion of probable construction cost and estimates for project delivery cost for all improvements. GHD also participated in coordination and consultation Caltrans District 1 for review and comment of costs.

Project Manager/City Traffic Engineer On-Call City Engineering Services | City of Sonoma, CA

Ongoing City engineering contract to provide on-call services, including general city engineering, development review, water city engineering, groundwater city engineering and traffic city engineering support. Representative projects include:

- Napa Road Rehabilitation Project
- Traffic Signal Modifications Project Napa-Leveroni Rd at Broadway (SR12)/HSIP-5114(015)
- West Napa Street Water System Replacement Project

Project Engineer | Talmage/US 101 Southbound Interchange Project TIS | City of Ukiah, CA

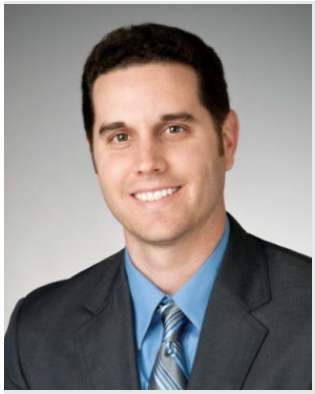
Prepared traffic impact study for interchange improvements to provide additional capacity in order to address future impacts associated with projected growth in the Redwood Business Park in Ukiah and regional growth projected by Caltrans District 1. Two interchange alternatives and four intersection alternatives were evaluated for both 2012 and 2032 conditions, coordinated with both the City of Ukiah and Caltrans District 1. Synchro 8 with SimTraffic was used to model intersections for HCM 2010 Level of Service and vehicle queuing, utilizing Caltrans District 1 modeling requirements. The project effort was assembled into a traffic impact study report.

Project Manager | SR 128 Corridor Valley Feasibility Study | Mendocino Council of Governments

Mr. Wargula served as subconsultant to the prime consultant and was responsible for preliminary environmental assessment and engineering feasibility of transportation improvements, including input on project segments, geometric cross sections, opportunities and constraints and construction costs. Developed field work approach utilizing grinder matrix and GIS tablets for gathering of information. Delivered preliminary regulatory permit and environmental compliance memo.

Brian Bacciarini

NEPA/CEQA Compliance Lead



Qualified: B.S. Environmental Studies, Sonoma State University, 2001; OSHA 40-Hour HAZWOPER Certification; Construction Document Technician (CSI)

Professional Summary: Mr. Bacciarini has 16 years of experience with GHD as an Environmental Planner and CEQA/NEPA Project Manager. Brian assists cities, counties, state agencies, special districts, and federal agencies to review and clear projects in accordance with environmental regulations and guidelines. He specializes in evaluating and managing projects involving multiple jurisdictions and federal funding programs, including the Caltrans Local Assistance Procedures. Brian's recent relatable experience includes roadway diets, roadway widening, bridges, streetscapes, roundabouts, transit stations, railroads, utility replacement projects, trails, and other infrastructure facilities. He has also overseen Native American consultations and Section 106 consultations in accordance with Assembly Bill 52 and the National Historic Preservation Act. This far-reaching range of experience combined with a decade and a half facilitating environmental documentation provides Brian with the breadth of understanding required for this project.

Project Planner
Healdsburg Five-way Roundabout and Culvert Improvements | Healdsburg, CA

Mr. Bacciarini served as Project Planner for this five-way roundabout project. Service included assisting with the resource agency permitting (US Army Corps, Regional Water Quality Control Board, and California Fish & Wildlife), CEQA documentation (within the scope of the Programmatic Document), and construction management support for the project.

NEPA Project Manager
Napa Highway 121 Roundabout | Napa County, CA

Mr. Bacciarini assisted with the Project Initiation Documents for this locally sponsored interchange project on the Caltrans District 4 State Highway System. The project includes dual roundabouts to replace a congested five-way intersection at Silverado Trail, Third Street, East Avenue, and Coombsville Road. Brian coordinated the completion of a Preliminary Environmental Analysis Report (PEAR) for the project, which provides the initial environmental evaluation of the project and alternatives before it is programmed.

NEPA Project Manager
Grant Avenue Bridge Rehab Project | Novato, CA

Mr. Bacciarini managed the NEPA review of this bridge rehabilitation project within Caltrans District 4. The project includes rehabilitating and widening an existing vehicle and pedestrian bridge, as well as stabilizing the banks and channel on the upstream portion of Novato Creek. The project includes grant authorization from the Caltrans Highway Bridge Replacement and Rehabilitation program for partial federal funding. Brian oversaw the completion of technical studies in support of a categorical exclusion finding. Technical studies included a Natural Environment Study, Biological Assessment, APE Mapping, Archaeological Study Report, Historic Resources Evaluation Report, and several technical memorandums. Mr. Bacciarini is also overseeing completion of a CEQA Mitigated Negative Declaration for the project, an permitting applications for a Section 404 Nationwide Permit, 401 Water Quality Certification, and Section 1602 Streambed Alteration Agreement.

NEPA Project Manager
Fryer Creek Pedestrian and Bicycle Bridge Project | City of Sonoma, CA

Mr. Bacciarini is overseeing the completion of the Preliminary Environmental Study and project-specific technical studies in support of a categorical exclusion finding. Brian is overseeing completion of the necessary NEPA documentation for the project in accordance with Caltrans Local Assistance Procedures and the Standard Environmental Reference Manual. This includes completion of a Preliminary Environmental Study, Natural Environmental Study Minimal Impact Study, and multiple technical memorandums. Brian is also overseeing completion of resource agency permits for the project, including a Section 401 Water Quality Certification and a Section 1602 Streambed Alteration Agreement.

NEPA Project Manager
East Cotati Avenue Road Rehab Project | City of Cotati, CA

Mr. Bacciarini is currently managing the CEQA and NEPA review of this federally funded street rehabilitation project. The project includes pavement rehabilitation, new ADA accessible concrete curb ramps, sidewalks, curb and gutter, low impact development bioretention areas for storm water, electrical conduit extensions, traffic signal detector loop replacement, bicycle striping, and tree planting. Brian oversaw the completion of the Preliminary Environmental Study and project-specific technical

studies in support of a categorical exclusion finding. This included completion of technical studies for biological resources, hazardous materials, right-of-way take, traffic, water quality, Section 4f concurrence, and equipment staging. Brian also assisted the City with preparing the CEQA documentation for the project, including coordination with the City and California Native American tribes on the Assembly Bill 52 consultation process.

NEPA Project Manager
Lucas Valley Road Realignment | Marin County, CA

Mr. Bacciarini is currently assisting with the NEPA review of this federally funded roadway realignment project in Marin County. The project includes a roadway curve realignment and retaining wall on Lucas Road in an area that has been problematic for larger vehicles to traverse. The project is federally funded by the Highway Safety Improvement Program, with federal-aid funds administered by Caltrans District 4 Local Assistance. Brian is overseeing the completion of technical studies, including a Natural Environment Study Minimal Impact memo, APE Maps, and Archaeological Survey Report in support of a categorical exclusion finding. GHD will also be preparing permitting applications for a Section 404 Nationwide Permit and 401 Water Quality Certification.

CEQA Project Manager
Fulton Road Widening Improvement Project | City of Santa Rosa, CA

Mr. Bacciarini served as the CEQA Project Manager for the Preliminary Engineering Design phase of the project. The project includes roadway widening, new vehicle travel lanes, bicycle lanes, sidewalks, bioretention areas, bus stops, landscaping, utility relocations, stormwater facilities, and property acquisitions and easements. Brian managed the completion of a CEQA Mitigated Negative Declaration for the project, which included technical studies for traffic, wetlands, cultural resources, and roadway traffic noise. Brian is also managing permitting services for the project, which will include obtainment of a Section 404 Nationwide Permit; 401 Water Quality Certification; and Section 2081 Incidental Take Permit.

NEPA Project Manager
Napa Road Rehabilitation Projects | City of Sonoma, CA

Mr. Bacciarini assisted with the NEPA review for these two federally funded projects, including preparation of NEPA technical studies in accordance with Caltrans Local Assistance Procedures and the Standard Environmental Reference Manual. The Traffic Signal Modifications Project consisted of new protected left-turn phasing for the eastbound and westbound approaches to the intersection of Broadway (State Route 12) and Leveroni Road/Napa Road. The Napa Road Rehabilitation Project included rehabilitation of 2,700 linear feet of Napa Road/Leveroni Road. The Traffic Signal Modifications Project was federally funded (HSIP) and the Napa Road Rehabilitation Project was partially federally funded with STP funds obtained through the OBAG grant. The projects were both in State right-of-way, requiring both support from Caltrans and encroachment permits to build the projects.

Environmental Planner
Napa-Leveroni Road Project | City of Sonoma, CA

Mr. Bacciarini prepared a Caltrans Preliminary Environmental Study Form for this Highway Safety Improvement Program project, which included installation of protected left-turn phasing in east and westbound directions on Napa-Leveroni Road and extension of the eastbound left-turn pocket striping.

Project Planner
Devlin Road and Napa Valley Vine Trail Project | American Canyon, CA

Brian assisted with the coordination of the CEQA review for this roadway extension project in American Canyon, California. The project includes extension of Devlin Road between the Green Island Road Industrial Area and the Napa County Airport Industrial Area, extension of utilities, and grading in preparation for future construction of the Napa Valley Vine Trail. Brian is also assisting with completion of permitting applications for a Section 404 Nationwide Permit and 401 Water Quality Certification.

CEQA Project Manager
Jennings Avenue Pedestrian and Bicycle Rail Crossing EIR | Santa Rosa, CA

Mr. Bacciarini served as the CEQA Project Manager for this EIR, which was completed on an accelerated schedule for the City of Santa Rosa Transportation and Public Works Department. The project was controversial, and included a proposed pedestrian and bicycle rail crossing in the Jennings Avenue neighborhood of Santa Rosa, and the potential closure of an existing at-grade rail crossing at one of three locations in downtown Santa Rosa.

Project Planner
Petaluma Trestle Rehabilitation Project Initial Study/MND | City of Petaluma, CA

This project involved rehabilitating a historic railroad trestle as a promenade for pedestrian and trolley traffic along the Petaluma River Waterfront. Mr. Bacciarini served as Planner for an Initial Study that evaluated the complex issues surrounding the trestle's historical significance. In addition, the Initial Study evaluated the Project's impact on special-status aquatic species, and the impacts of construction vibration on the neighboring businesses.

Kat Harvey, PE
Project Manager

Qualified: Bachelor of Science in Civil Engineering from California Polytechnic State University San Luis Obispo

Connected: Licensed Professional Engineer in California (#84798), Qualified SWPPP Practitioner, SWPPP Developer, and Industrial SWPPP Practitioner (#25793)

Professional Summary: Kat's attention to detail and organizational skills give clients confidence that their project will stay on track for schedule and budget. She has 7 years of experience in Land Development, Stormwater Permitting and Design, and SWPPP development. She enjoys finding innovative solutions for clients to keep up with ever changing regulations.

Transportation

Project Engineer
Devlin Road Segment H and Vine Trail Extension Project | City of American Canyon | American Canyon, CA

Kat was responsible for design of this roadway project through a greenfield in the City of American Canyon. The nearly 1-mile long new roadway included design of the extension of the Vine Trail, which is a multi-use master planned trail through Napa County. It also included right-of-way acquisition, design of a new box culvert, utility design and coordination, and LID storm water solutions, such as bio-retention. The roadway cuts through areas of wetlands which required mitigations and coordination with multiple government.

Land Development/Stormwater Design

Project Manager
Development Review | Town of Windsor | Windsor, CA

As Project Manager Kat was responsible for coordination with the Town of Windsor to complete review of submitted Improvement Plans. Review of plans included confirming compliance with local and State regulations and standards.

Project Manager
Storage Pro Mini Storage | Storage Pro | Windsor, CA

Project Manager responsible for directing project design team and coordinating with local agency staff to obtain project approval and necessary permits. Worked to develop improvements plans for mini storage facility. Developed innovative on-site treatment and retention system that satisfied requirements of State MS4 permit as well as local Water Agency requirement of not increasing flow in adjacent creek.

Project Manager
Riverhouse Subdivision| Kennedy Courts, LLC | Healdsburg, CA

Project Manager responsible for overseeing design of subdivision by project team, quality control of improvement plans and calculations. Assisted client through Entitlements, Grading Permit, and Building Permit to full project approval.

Project Manager
Fairfield Inn and Suites | Redwood Lodging, LLC | Rohnert Park, CA

Project Manager responsible for overseeing design of modular 5-story hotel by project team, Quality Control of improvement plans and calculations. Coordinated with out of state architect to ensure compliance with local regulations.

Project Manager
Coffey Park Rebuild | American Pacific Builders | Santa Rosa, CA

Project Manager responsible for producing plot plans to aid in rebuild of Coffey Park. Worked with client and contractor to streamline document production between architects and structural engineers.

Design Engineer
Sebastopol Charter School | The Charter Foundation | Sebastopol, CA

Design Engineer responsible for design of stormdrain system and bioretention facilities to achieve compliance with the State's Phase I MS4 permit.

Stormwater Quality

Project Manager
Creek Bank Restoration | Three Creeks, LLC | Santa Rosa, CA

Project Manager responsible for obtaining permits from Sonoma County PRMD, Army Corps of Engineers, California Fish and Wildlife, for emergency repair of a failing creekbank that was threatening existing well. Assisted client with resolving Grading Violation.

Project Manager
Industrial SWPPP Compliance| Merry Edwards Winery | Sebastopol, CA

Project Manager responsible for bringing Winery into compliance with recent State Permit updates for Industrial Sites. Prepared Industrial Stormwater Pollution Prevention Plan and trained on-site personnel on monitoring requirements. Provided on-going support and guidance on request.

Project Manager
Industrial SWPPP | NWPRR | Schellville, CA

Project Manager responsible for bringing Railroad Station into compliance with recent State Permit updates for Industrial Sites. Prepared Industrial Stormwater Pollution Prevention Plan and trained on-site personnel on monitoring and sampling requirements. Provided on-going support and guidance for required annual reports and inspections.

Project Manager
Industrial SWPPP | Nun's Canyon Quarry | Glen Ellen, CA

Project Manager responsible for bringing Rock Quarry into compliance with recent State Permit updates for Industrial Sites. Prepared Industrial Stormwater Pollution Prevention Plan and trained on-site personnel on monitoring and sampling requirements. Provided on-going support and guidance for required annual reports and inspections.

Christopher Trumbull, PE, GE, D.GE

Geotechnical/Pavement Engineering Lead

Qualified: Masters in Civil Engineering, Geotechnical emphasis, San Jose State University, 1995; BS Civil Engineering, San Jose State University, 1989; CA Professional Geotechnical Engineer; CA Professional Engineer; NV Professional Engineer; OR Professional Geotechnical Engineer; Academy of Geo-Professionals Diplomate of Geotechnical Engineering

Connected: Member, American Society of Civil Engineers, GeoInstitute, Academy of Geo-Professionals, Association of State Dam Safety Officials

Professional Summary: Mr. Trumbull has almost three decades of experience in civil and geotechnical engineering for municipal and regional clients throughout northern California, relying on his technical expertise in field exploration and testing in soil and rock environments (borings, test pits, CPTs, geophysical), laboratory testing, seepage and slope stability analyses, seismic analysis, shallow and deep foundations, mass grading earthwork and testing, underground structures and utilities, tie backs, rock anchors, shoring, mitigation of expansive soils, rigid and flexible pavement design, slope evaluation and stabilization, and implementation of geosynthetics, among many. He has worked with all of our managing and lead team members on numerous trail-related or transportation infrastructure improvements projects, providing geotechnical investigation and correlating services for SMART (Payran Trail; pedestrian pathway in Rohnert Park), the East Bay Regional Parks District (San Francisco Bay Trail), and the City of Hayward, in addition to bridge and streetscape projects for the Santa Clara Parks and Recreation Department, PG&E, and the City of Roseville. Chris has also previously served the City of Ukiah by performing an investigation of multiple potential municipal water well sites.

Northwestern Pacific Rail Trail Phase 2 | City of Ukiah | Ukiah, CA

The City engaged GHD and the geotechnical team to evaluate nearly one mile of pedestrian trial alignment adjacent a railway. The project included new Hot Mix Asphalt pavement section, retaining wall, as well as a foundation system for a 75-foot long prefabricated steel pedestrian bridge. The team performed geotechnical explorations and laboratory testing, engineering analysis, and prepared a design-level geotechnical investigation report.

Senior Geotechnical Engineer
Historic Roseville Old Town Streetscape Improvements | City of Roseville, CA

Responsible for conducting a geotechnical investigation for modification of streets and surrounding environment in Historic Roseville. Work included geotechnical design and construction criteria for new asphalt pavements, asphalt pavement overlays, retaining walls, a railway viewing platform, flatwork, and underground utilities.

Kelly Drive & Park Drive Road Diet & Multi-Use Trail | City of Carlsbad | Carlsbad, CA

The project includes lane reconfiguration, two roundabouts, modular block walls, a pedestrian bridge/walkway, and low impact development (LID) features of infiltration basins and bioswales. The geotechnical scope included six borings with traffic control in active roadways, percolation testing, laboratory testing, and pavement and retaining wall analyses. The geotechnical report included recommendations for earthwork, trench backfill, new Hot Mix Asphalt sections, overlays, vehicular concrete, and modular block retaining walls.

Senior Geotechnical Engineer
Folsom Boulevard Streetscape | City of Rancho Cordova, CA

Responsible for performing a geotechnical investigation for modification of a 4-lane section of Folsom Boulevard. The scope included geotechnical design and construction criteria for new asphalt pavements, asphalt pavement overlays, curb and gutter, sidewalk, and underground utilities.

Windsor River Road Improvements and Multi-Use Path Connector | Town of Windsor | Windsor, CA

A new roundabout at an intersection with not only two perpendicular roadways, but a skewed railway as well were project elements. The investigation included five borings to evaluate roadway subgrade and settlement conditions, as well as potential hazardous materials. Recommendations included earthwork, new Hot Mix Asphalt sections, as well as overlays, vehicular concrete, and curb and gutter.

Senior Geotechnical Engineer
County Road 140 Rehabilitation | County of Yolo | Yolo County, CA

Responsible for performing a geotechnical investigation for the rehabilitation of about 2.5 miles of rural county road. Extensive exploration, laboratory testing, and pavement deflection testing was conducted on this project and many rehabilitation, reconstruction, and widening options were presented to the county. Our cost analyses indicated rehabilitation with pulverizing the existing materials and cement treatment would be a green alternative and the

most cost-effective. Also performed supplemental testing and analyses for a mix design during construction.

Senior Geotechnical Engineer
Folsom Boulevard Streetscape | City of Rancho Cordova, CA

Senior Geotechnical Engineer responsible for performing a geotechnical investigation for modification of a 4-lane section of Folsom Boulevard. The scope included geotechnical design and construction criteria for new asphalt pavements, asphalt pavement overlays, curb and gutter, sidewalk, and underground utilities.

Senior Geotechnical Engineer
Sonoma-Marin Area Rail Transit (SMART) | Petaluma, CA

Mr. Trumbull was responsible for leading a geotechnical investigation for 1.2 miles of pedestrian pathway adjacent an active SMART rail line. The project included a 10-foot-wide HMA-paved pathway and a 210-foot steel pedestrian bridge across the upper Petaluma River with CIDH foundations. Exploration included four borings from 10 to 40 feet deep. Geotechnical challenges included moderate to highly expansive soil, liquefaction, and foundation support. This project provided an important pedestrian connection between East and West Petaluma is part of SMART's larger pathway system connecting its stations to the surrounding communities.

Senior Geotechnical Engineer
Pedestrian Pathway | Sonoma Marin Area Rail Transit (SMART) | Rohnert Park, CA

Mr. Trumbull provided geotechnical investigation for two miles of pedestrian pathway adjacent to an active SMART rail line. Project elements included a 10-foot-wide HMA-paved pathway, two pedestrian bridges, and several retaining walls. Exploration involved 19 borings, from 10 to 40 feet deep, and several grab samples. Geotechnical challenges encompassed highly expansive soil and potentially liquefiable soils at one bridge site.

Senior Geotechnical Engineer
2017 Pavement Rehabilitation Program | City of San Carlos, CA

Responsible for performing a pavement evaluation of over eight lane miles of aging pavements. Borings and pavement cores were conducted to collect pavement section thicknesses as well as aggregate base and subgrade samples for testing. Recommendations for overlays, crack fill and seal, and flatwork were presented in a report.

Senior Geotechnical Engineer
Twin Bridges Park | City of Hayward, CA

Mr. Trumbull was responsible for performing a geotechnical investigation for this city park, which included trails, hardcourts, picnic areas, play structures, and grass fields. He also provided earthwork and pavement recommendations.

Senior Geotechnical Engineer
Mare Island Entrance Road Realignment, Mare Island Naval Shipyard | Vallejo, CA

Responsible for conducting a geotechnical investigation for a project consisting of the widening and realignment of an entrance road, new guard booth, and new visitor processing facilities to establish the

Senior Geotechnical Engineer
State Route 99 Widening | Caltrans | San Joaquin County, CA

Responsible for providing geotechnical quality assurance for this transportation project that consisted of 10 miles of road widening from 4 lanes to 6 with rubberized asphalt as well as the design and construction of a median barrier and sound walls. Two new intersections were established on deep foundations and retaining walls up to 20 feet tall. Mr. Trumbull provided geotechnical quality assurance and peer review, interacting with a reviewing the subcontractors work.

Senior Geotechnical Engineer
State Route 70 Interchange / Feather River Boulevard | County of Yuba | Yuba County, CA

Responsible for conducting geotechnical exploration, engineering, and preparing a Geotechnical Design Report and Foundation Report (Caltrans Standard) for this new interchange consisting of the design and construction of an overcrossing structure and two ramps: compact diamond and partial cloverleaf. Analyses included deep foundation, pavements, settlement, slope stability, retaining walls, and shallow foundations. High groundwater, soft clayey soils, and dense granular conditions were the primary geotechnical features of concern. The structure, approximately 197 feet long and 94 feet wide, was accessed by ramps extending approximately 2,100 feet to the north, 1,600 feet to the south, and 700 feet to the east and west.

Senior Geotechnical Engineer
Moffett Field Pavement Evaluations | Mountain View, CA

Senior Geotechnical Engineer responsible for performing a geotechnical investigation to evaluate existing vehicle-access pavement sections. Several borings were drilled to measure existing pavement sections and to obtain samples of the existing aggregate base and subgrade soils. Rehabilitation options were presented in a geotechnical report. The primary concerns were weak subgrades and constructability to keep the roadways in service.

Lindsey Van Parys, PE, QSD/QSP

CTC Funding Lead

Qualified: BS, Civil Engineering, California State University Sacramento, 2009; BS, Health Science and Spanish, California State University San Jose, 2004; Civil Engineer, CA #79989, FL #83571; California Water Board QSD/QSP #23897

Connected: Transportation Research Board: Standing Committee on Roundabouts; American Society of Civil Engineers; Institute of Transportation Engineers; Women's Transportation Seminar; Young Professionals in Transportation

Professional Summary: Lindsey Van Parys is a registered civil engineer in multiple states and holds a certificate in Traffic Collision Investigation. She has over 11 years of experience in delivering transportation projects and is currently a Project Manager. Her experience includes delivering federally funded projects on and off the State Highway System including roundabout, streetscape, trail, roadway/highway improvement, and various other project types of projects. She is the North American Service Line Leader for Road Systems and Transportation Planning and Traffic Engineering for GHD.

Project Manager
La Quinta Village Complete Street, a Road Diet Project | City of La Quinta | La Quinta, CA |

Responsible for the overall delivery of the Environmental Documentation, Plans, Specifications, and Estimate, Right-of-way and Utility Clearance for this Active Transportation Program, complete street project consisting of five roundabouts, water quality infrastructure, pedestrian and bicycle facilities and landscape/ beautification elements. Coordinated stakeholder outreach, one-on-one meetings with property owners, business owners and performing community outreach. She is also coordinating utility relocations with six different utility purveyors and performing stakeholder outreach with property and business owners as well as the community. This project is anticipated to go to construction April 2019.

Project Manager
Road Diet ATP Application | City of La Quinta | La Quinta, CA

Assisted the City of La Quinta in preparing the successful Active Transportation Program grant application by providing a conceptual design, preliminary costs estimates, cost/benefit analysis, and assisted with preparation of the various Narrative Responses for three Complete Street Corridors that included five roundabouts, a road diet, bicycle lanes, and various pedestrian crossing improvements.

Assistant Project Manager/Project Engineer
17 Mile Drive/Holman Highway 68/Highway 1 Roundabout | City of Monterey | Monterey, CA

Responsible for preparation of a Supplemental Project Report, Caltrans coordination for oversight, obtaining the Caltrans encroachment permit, and oversaw the environmental revalidation and permitting. Responsible for the preparation of the PS&E delivery to the City including roadway design, drainage design, utility coordination, maintenance of traffic, coordination of local event traffic during construction, and right-of-way engineering.

Project Manager
State Route 49/Main Street Roundabout PS&E | City of Plymouth | Plymouth, CA

Performed client and agency coordination on this federally-funded, fast tracked project while leading the roundabout optimization, design, Plan, Specification and Estimate (PS&E) production, and public outreach efforts. She coordinated directly with Caltrans District, Local Assistance and headquarters staff on behalf of the City to ensure all funding requirements were met, obtained requests for authorization, prepared and submitted all necessary documentation and reports, and prepared signature ready federal reimbursement billings for the City. She also designed the intersection modifications, pedestrians and bicycle enhancements, drainage design, and more. She also coordinated relocation of various utilities throughout the project corridor including power, water, and gas. She also led the environmental permitting and right-of-way acquisition process.

Project Manager
Citrus Heights Electric Greenway Design and Environmental Services | City of Citrus Heights | Citrus Heights, CA

Responsible for the successful delivery of this three-mile long multi-use trail connects various destinations throughout the City, including five parks, schools, businesses, residential areas, and more. This project is funded through the Active Transportation Program. The project includes an in-depth alternative development and analysis, preparation of the environmental document, technical studies, safety analysis, alternative selection, floodplain analysis, public outreach, trail and amenity design, lighting, utility coordination, low water crossing design, wayfinding, signage, permitting, and right of way support. The project also involves the preparation of five park master plans.

Assistant Project Manager
First and Second Street Roundabouts along California Boulevard | City of Napa | Napa, CA

Responsible for overseeing the preparation of the permitting, technical investigations, project approval reports, technical memorandum, and project documentation in the Environmental Document and Project Approval phase of the project. Overseeing and preparing the PS&E for this federally-funded project, which includes roadway/ streetscape design, pedestrian facilities design, drainage design and utility coordination. Also responsible for coordinating with Caltrans to obtain design approval, right-of-way engineering and acquisition support. She is also working with City staff to on Public Outreach. This project is anticipated to go to construction April 2019.

Assistant Project Manager, Project Engineer
17 Mile Drive/Holman Highway 68/Highway 1 Roundabout | City of Monterey | Monterey, CA

Responsible for preparation of a Supplemental Project Report, Caltrans coordination for oversight, obtaining the Caltrans encroachment permit, and oversaw the environmental revalidation and permitting. Responsible for the preparation of the PS&E delivery to the City including roadway design, drainage design, utility coordination, maintenance of traffic, coordination of local event traffic during construction, and right of way engineering.

Project Manager
2012 El Dorado Trail Project, Segments 1 & 2 | City of Placerville | Placerville, CA

Oversaw the preparation of the environmental document and responsible for preparing the PS&E for both segments of the trail and worked with the City to ensure all funding criteria and deadlines were met. The first segment was from Ray Lawyer Drive to Main Street and was constructed along an existing railroad right of way and required the coordinated with Caltrans encroachment permit personnel and obtain an encroachment permit. The second segment was in the downtown area from Clay Street to Bedford Avenue adjacent to Hangtown Creek/US 50 interchange and required coordination with adjacent projects to ensure the designs conformed to each other. This segment also required utility coordination and relocation. Both segments included trail design, drainage design, and Stormwater Pollution Prevention Plan (SWPPP).

Project Engineer
Old Redwood Highway Complete Street Improvement | City of Cotati | Cotati, CA

Assisted in the preparation of the roadway PS&E for this complete street corridor project located in downtown Cotati. She was responsible for overseeing the design of the north-end phase of the project, including roadway design, drainage design, utility coordination, and right of way engineering.

Project Engineer
Pleasant Hill Road/Olympic Boulevard Roundabout Intersection | City of Lafayette | Lafayette, CA

Responsible for preparing the 60%, 90%, and Final PS&E for a roundabout for the City at an accelerated pace, oversaw the design, and ensured it coordinated with the adjacent roadway and private development projects. The project included intersection modification, extensive on-street and off-street bicycle accommodation, drainage design, and a pavement maintenance plan, which allowed the construction to be staged that traffic was maintained for the duration of construction. Assisted in utility coordination.

Project Engineer
I-80/Rocklin Road Interchange PSR and PA/ED | City of Rocklin | Rocklin, CA

Assisted the identification and conceptual approval of design alternatives and was responsible for the preparation and approval of the Concept Approval Report for the roundabout alternative, as well as the preparation of the Project Report, Project Approval/Environmental Documents (PA/ED), and eventually the PS&E package. Assisted in the public outreach efforts and began utility coordination before the project ended due to lack of funding.

Project Manager
Main Street/Shenandoah Road Safe Route to School ATP Grant Application Assistance and PS&E | City of Plymouth, Amador County Transportation Commission | City of Plymouth, CA

Prepared the ATP grant for the 3rd Cycle, provided conceptual engineering plan of the improvements, estimate, benefit/cost analysis, schedule, grant preparation/review, coordination with City of Plymouth Elementary and Charter School staff and Amador County. Developed questionnaire for walking and biking information. Oversaw the preparation of the environmental certification, PS&E, and right of way and utility clearance. Currently overseeing the bidding phase of the project. Also prepared all of the federal funding reporting, authorizations, and paperwork required by the ATP grant.

Project Engineer
O'Byrnes Ferry Road Left Turn Pocket | Calaveras County | Calaveras County, CA

Responsible for obtaining the Right of Way and Utility Certification in order to obtain the Authorization to Proceed (E-76) with construction, for this federally funded project. Assisted with the roadway widening design and provided utility coordination efforts to move several overhead power facilities to accommodate the widening. Met with property owners and stakeholders as well.

JOHN R. GIBBS

ASLA, LEED AP
PRINCIPAL | PROJECT ROLE: WRT PRINCIPAL-IN-CHARGE / COMMUNITY OUTREACH LEAD

SELECTED PROJECTS

+ project award

Windsor River Road / Windsor Road Improvements
Windsor, CA

Willits Main Street Corridor Enhancement Plan +
Willits, CA

Miller Avenue Streetscape Implementation
Mill Valley, CA

Castro Valley Boulevard Complete Street
Castro Valley, CA

Cloverdale Boulevard Streetscape Design
Cloverdale, CA

Golf Club Road / Old Quarry Road Improvements + Roundabout
Pleasant Hill, CA

Toluca Lake Streetscape Concept Plan
Los Angeles, CA

Sir Francis Drake Boulevard Corridor Rehabilitation
Greenbrae, CA

Albany Complete Streets Planning
Albany, CA

Broadway Complete Streets Plan
Sacramento, CA

San Pablo Avenue Complete Street Project
Richmond + San Pablo, CA

Hunters Point Shipyard Streetscapes
San Francisco, CA

Gilman Avenue Streetscape Improvements
San Francisco, CA

YEARS EXPERIENCE

25

As Principal-in-Charge, John will guide the overall direction of the project and provide final review of all products. He is a landscape architect and urban designer with 20 years of experience. He shares WRT's deep commitment to environmentally rooted planning and design excellence. His work reflects his belief that open space infrastructure, whether at the scale of streets, landscaped plazas, or parks is a crucial and integral part of creating quality urban environments. He is a practice leader in WRT's Community Design and Parks & Open Space practices where he is committed to enhancing community open space and expanding mobility options through complete streets, trails, and district pedestrian networks. Community engagement is fundamental to all facets of his work and his outreach skills are valued by clients who seek outcomes rooted in productive public dialogue.

EDUCATION

University of California, Berkeley, Master of Landscape Architecture
University of California, Davis, Bachelor of Landscape Architecture

AFFILIATIONS + AWARDS

CA Landscape Architect #4417
American Society of Landscape Architects (ASLA)
U.S. Green Building Council LEED Accredited Professional
Mariposa Park, ASLA-NCC Merit Award, 2018
Adobe Systems Campus Landscape, ASLA-Utah Merit Award, 2015
Lake Merritt Park: Downtown + Neighborhood Edges, ASLA-NCC Merit Award, 2014
Richmond Memorial Civic Center, CPFS Preservation Design Award, 2010
Lake Merritt Municipal Boathouse, APWA Northern California Project of the Year, 2010

ENGAGEMENT

Frequent Design Critic to UC Berkeley and Academy of Art University
"Landscape Urbanism: A New Environmental-ism for Design" Lecture UC Berkeley
LARE (CA License) Preparatory Course Instructor
Teaching Assistant to UC Berkeley Landscape Architecture and Urban Design Professors
Lake Merritt Park: 10 Years Later - National ASLA Presentation
Member Local School District Facilities Steering Committee

REFERENCES

Dusty Duley, City Planner, City of Willits, 707.459.4601, dduley@willitscity.com
Danielle Staude, Senior Planner - Advanced Planning, City of Mill Valley, 415.388.4033 X4812, dstaude@cityofmillvalley.org

WRT

Tim Dillenburg, QSD/P

Assistant CM/Construction Inspector

Qualified: Caltrans certified Local Agency Resident Engineer; Certified QSD/QSP; Certified Professional of Erosion and Sediment Control

Professional Summary: With over 15 years as a construction manager/RE and inspector, Tim has a vast experience with street resurfacing projects, having worked with Caltrans, the County of Sonoma, and the Cities of Santa Rosa, Rohnert Park, Windsor, Healdsburg, Ukiah, Willits, Napa, and Fort Bragg. He's adept at prioritizing and coordinating tasks and specialty inspections, delegating responsibilities, and communicating effectively to keep projects on schedule and ensure that his clients' objectives are achieved. Tim is Caltrans certified as a Local Agency Resident Engineer, so he is very familiar with Caltrans' Standard Specifications and Federal project requirements. Having been through many Caltrans audits, Tim has developed an ability to produce a very complete and thorough set of federally compliant project files.

Project Inspector | 5-Way Roundabout Intersection | City of Healdsburg, CA

Project inspector for this $11M project located right in the middle of downtown Healdsburg that includes installing a 5-way roundabout, replacing aging underground water and sewer lines, utilities, at grade railroad crossing, surface improvements and adding landscaping and other aesthetic improvements. Tim's duties include observation of construction, communication and coordination with City staff and the contractor, responding to submittals and RFIs, reviewing daily extra work reports, and reviewing monthly billings.

Construction Manager/Project Inspector

Keiser Avenue Reconstruction Project, Snyder Lane to Kerry Road Phase 1 | City of Rohnert Park, CA

Tim worked as the City of Rohnert Park's extended staff by providing the Construction Management and Inspection to install 3,200 LF of 12-inch water line. This project provided a new water source for future developments, as well as replaced segments of the City's aging infrastructure. One challenging aspect of this project was hanging new 12-inch ductile iron pipe on structural hangers to the side of a box culvert drainage crossing to replace the old transite water main. This project also involved a recycled in-place road reconstruction treatment.

Construction Manager/Project Inspector

Snyder Lane Rehabilitation (Keiser Avenue to Moura Lane) | City of Rohnert Park, CA

This street rehabilitation project was built by using a "Cold In-Place Recycle" (CIR) method which saved the City money by re-using materials and treating the existing deficient structural section in place. Approximately 5,500 tons was then paved in 2 nights to help minimize the impact to the public on this heavily traveled road. Tim worked with the City of Rohnert Park as the Construction Manager and onsite Inspector to successfully complete this project on time and under budget. Typical duties included the processing of submittals and RFIs, as well as the preparation of Field Directives, CCO's, Progress Payments, Daily Inspection Reports, etc.

Construction Manager/Project Inspector

Redwood Drive and Commerce Blvd Rehabilitation Project | City of Rohnert Park

This street maintenance project resurfaced 2 of the main arteries through town with a combination of R&R AC surfacing, cape seal, asphalt overlay, and microsurfacing treatments. Additional improvements were metal beam guard rail upgrades, pavement and signage improvements, etc. Tim served as the City's Construction Manager concurrently while performing the onsite inspection. Performing both duties was a cost effective way to reduce the overall construction cost for the City of Rohnert Park.

Project Inspector

Comstock/Quaker Hill SMART/NCRA Railroad Crossing Improvements | City of Healdsburg

Tim provided the construction inspection for the City of Healdsburg on this challenging little railroad crossing project. The Re-construction of the SMART/North Coast Rail Authority railroad crossing was made very challenging thanks to groundwater, unstable soils, and existing utility crossings including a 48-inch high pressure reclaimed water aqua duct, and three fiber optic lines. Worker safety and trench shoring were heavily monitored during this work, which also involved the installation of 8- to 90 LF casings ranging from 12- to 42-inch, down to a depth of 15 feet. Two 12-inch water lines, a 12-inch sewer, and a variety of joint trench conduits were installed prior to building the new railroad crossing and appurtenances.

Construction Manager/Resident Engineer | Various Transportation Projects: 2010 ARRA Overlay and the 2010 & 2013 Overlay and Bonded Wearing Course Projects | County of Sonoma, Transportation and Public Works

Tim served as the Local Agency Resident Engineer on a number of federally funded street resurfacing projects all over Sonoma County. The projects typically involved ADA improvements, localized digout repairs and/or leveling course, pavement reinforcing fabric, Hot Mix Asphalt overlays or a thin lift Bonded Wearing Course treatment, as well as new striping improvements, etc. Tim was responsible for the day to day communication and activities for the Agency, including but not limited to: Submittal and RFI review and processing, progress schedules, daily inspection reports, WSWDs, as well as the contract management items like extra work bills, change orders, and progress payments. Tim also filled in as onsite Inspector as well as providing supervision and coordination of other Inspection staff. Over the last five years Tim has paved over 100 lane miles and 100,000 tons with the County of Sonoma.

Construction Manager/Resident Engineer Highway 12 Corridor Improvement Project Phase II, Stage 2 | County of Sonoma

This project included the construction of pedestrian and bicycle facilities, a road widening, re-alignment and re-construction of a State Hwy, as well as the installation of new curbs, gutters and sidewalks, box culvert extension, stormwater treatment devices, a complete new street lighting system, and traffic signal modifications on State Route 12 between Agua Caliente Road and Boyes Blvd in the Springs Area of Sonoma Valley. Tim provided the Construction Management for the County, including the management of inspection personnel, processing RFI's and submittals, field directive and change order preparation, etc. Other duties included the coordination and communication with Caltrans oversight Engineers, and the relocation of PG&E gas and electric facilities, as well as AT&T and Comcast utilities.

Construction Manager/Resident Engineer Fort Bragg Coastal Restoration and Coastal Prairie Trail Project Phase I City of Fort Bragg, CA

The Fort Bragg Coastal Trail Project included the construction of 4.5 miles of mixed-use trail on 82 acres of the old Georgia-Pacific mill site. 30+ acres of industrial land was regraded and restored to its former natural beauty. A new drainage system was installed as well as three restrooms, two parking lots, interpretive signs, welcome plazas, benches, etc. This project was challenging due to the need to preserve and protect the existing local cultural and environmental conditions. Tim provided the overall management of this project and his daily tasks included communication and coordination with City Staff and its hired contractor, documentation of day to day activities, document preparation and/or processing such as submittals, RFIs, Field Directives, Change Orders, and Progress Payments. His duties also included managing inspection personnel.

Federally Funded Projects

- 2010 ARRA Overlay – RE/County of Sonoma
- West Ave Safe Routes to School – RE/County of Sonoma
- Streetsmart Phase 3 – RE/City of Sebastopol
- Streetscape 3 – RE/City of Fort Bragg
- 2009 Federal Overlays – RE/City of Fort Bragg
- Pudding Creek Rd Reconstruction – RE/City of Fort Bragg
- Copeland Creek Bike Path – RE/City of Rohnert Park
- E. Cotati & Arlen Dr. Resurfacing – RE/City of Rohnert Park
- Old Redwood Hwy/US101 & Bike Facility Improvement – RE/Town of Windsor

Work history

2017 – present	GHD, Santa Rosa, CA
2016	County of Sonoma, Transportation and Public Works, Santa Rosa, CA
2009 – 2016	Green Valley Consulting Engineers, Santa Rosa, CA
2009	City of Fort Bragg, Fort Bragg, CA
2002 – 2009	Argonaut Constructors, Santa Rosa, CA

CINQUINI & PASSARINO INC.
LAND SURVEYING

Anthony G. Cinquini, P.E., P.L.S.

1360 N. Dutton Ave., Ste. 150, Santa Rosa, CA 95401
(707) 542-6268 Fax (707) 542-2106

TITLE
Principal

ROLE
Principal in Charge & Project Manager

EXPERIENCE
20 Years

EDUCATION
Bachelor of Science, 1998, Civil Engineering
California State University, Chico

LICENSES & CERTIFICATIONS
Professional Engineer, Civil, California, PE C62341

Professional Land Surveyor, California, PLS 8614

FAA Remote Pilot for Small Unmanned Aircraft Systems
Cert No. 3906702

Construction Documents Technologist, Construction Specifications Institute

PROFESSIONAL MEMBERSHIPS
American Society of Civil Engineers,
San Francisco Section Past-President

American Council of Engineering Companies California (ACEC-CA), North Coast Chapter

California Land Surveyors Association

PROFESSIONAL PROFILE

Mr. Cinquini, Chief Financial Officer at Cinquini & Passarino, Inc. is a licensed Professional Engineer and licensed Professional Land Surveyor with the State of California with over twenty years of experience in the professions of civil engineering and land surveying. His experience in project management, topographic surveys, right of way surveys, legal description and plat preparation, construction surveys, and land survey technology including laser scanning and unmanned aerial systems enhances his ability to effectively work on infrastructure improvements, redevelopment and development projects, roadway realignments, and utility rehabilitation projects.

PROFESSIONAL EXPERIENCE

Keiser Avenue Reconstruction Project, Rohnert Park, CA
Mr. Cinquini is Principal in Charge and Project Manager overseeing the detailed topographic mapping and right of way engineering for the reconstruction of approximately 4,300 feet of Keiser Avenue from Snyder Lane to Petaluma Hill Road. Project includes right of way determination, identification of right of way needs and preparation of legal descriptions and plats for right of way acquisition.

Snyder Lane Rehabilitation, Rohnert Park, CA
Mr. Cinquini was Principal in Charge and Project Manager overseeing the detailed topographic mapping and right of way engineering for the reconstruction of approximately 4,300 feet of Snyder Lane from Keiser Avenue to Moura Lane. Project included retracement of historic mapping to compile the project's right of way.

Mirabel Flood Damage sUAS Imagery, Sonoma County, CA.
As Principal in Charge and Chief Remote Pilot, Mr. Cinquini was responsible for planning the preflight, executing the drone flight and post processing the aerial imager for the recently complete Mirabel Fish Screen and Fish Ladder Replacement for the Westside Water Education Center. We also mapped portions of the Russian River. Imagery was tiled for ease of use and deliverables included georeferenced images and point clouds files.

City of Santa Rosa Parks ADA Upgrade, Santa Rosa, CA
Mr. Cinquini was Principal in Charge and Project Manager overseeing the detailed topographic mapping for ADA upgrades to Tanglewood Park and Skyhawk Park. Existing pathways were cross sectioned at interval's ranging from 10 to 25 feet to accurately depict the existing longitudinal slopes and cross slopes of the existing path of travel.

Right of Way Acquisition Documents – Steele Lane to Jennings Ave, Santa Rosa, CA. As Principal in Charge and Project Manager, Mr. Cinquini coordinated with City Staff for the preparation of a sanitary sewer easement over a portion of Sonoma County Water Agency property for the City's new sewer. Project included topographic mapping, boundary line determination and record research.

GARY DOWD

Right of Way Appraisals/Acquisition Lead

Gary Dowd joined Associated Right of Way Services, Inc., in early 2013 as a Right of Way Consultant. In his role he is responsible for providing acquisition services; program management support; project management; budget oversight; project coordination; and final delivery of projects for both private companies and public agencies. His work is performed in conformance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act, Housing and Community Development Department applying Caltrans standards while following state and federal guidelines.

Prior to joining the AR/WS team, Mr. Dowd worked for the San Francisco Public Utilities Commission (SFPUC) as both Assistant Director and Director of the SFPUC Real Estate Services Division (February 1996 – September 2012). Prior to his work with the SFPUC, Mr. Dowd was a Right of Way Agent with Caltrans, District 4, in Oakland, CA, from August 1988–November 1994. In that capacity, Mr. Dowd was responsible for acquisition, appraisal, property management, local agency oversight, planning and management, and he served as the railroad liaison between Caltrans and all railroads operating in the San Francisco Bay Area.

Project Experience

County of Tuolumne - State Route 108/5th Avenue Signal Project

This project will consist of signalizing the intersection of State Route 108/49 and 5th Avenue, adding turn lanes on 5th Avenue in the northbound and southbound directions at the intersection. AR/WS prepared appraisal reports for the four impacted parcels. Mr. Dowd is providing right of way project management and acquisition services for the four parcels.

Sonoma County – Various Bridge Projects

AR/WS provided project management, appraisal, appraisal review and acquisition services on three bridge projects for the County: Hauser Bridge Road Bridge Replacement; Boyes Boulevard Bridge Replacement; and Wohler Road Bridge at Mark West Creek. Mr. Dowd served as the project manager for AR/WS and is also providing acquisition services for all of the properties. Mr. Dowd negotiated settlements on the Hauser Bridge project, Boyes Bridge project, and the Wohler Bridge project.

City of Pleasant Hill - Golf Club Road/Old Quarry Road Improvements Project

Mr. Dowd provided right of way project management and acquisition services for this project. This federally funded project had an expedited time frame to complete acquisitions, which required significant acquisition preparation and coordination during the early planning and appraisal steps of the project. All three acquisitions were completed within the ambitious project schedule.

EDUCATION

BA, Mass Communications,
University of California, Berkeley

CERTIFICATION / LICENSES

State of California, Department Real Estate Broker's License
No. 01753694

State of California Notary Public
Commission No. 2206324

MEMBERSHIPS

International Right of Way Association (IRWA), Member

EXPERIENCE HIGHLIGHTS

- ✓ 31 years of industry experience
- ✓ In depth knowledge of federal and state guidelines
- ✓ Former Caltrans District 4 Right of Way Agent

State of California

Bureau of Real Estate

Real Estate Broker License

Garrett M Dowd

MAIN OFFICE ADDRESS
607 MAGNOLIA AVE
LARKSPUR, CA 94939

Real Estate Commissioner

Identification Number: **01753694** *Issued:* **February 14, 2015** *Expires:* **February 13, 2019**

Education

MS in Transportation Engineering
University of California, Berkeley, 1984

BS in Civil Engineering
University of California, Berkeley, 1982

Affiliations/Activities

Institute of Transportation Engineers (ITE)
Member

ITE Pedestrian and Bicycle Task Force
Current Member

Association of Pedestrian and Bicycle Professionals

Certification

Safe Routes to School National Course Instructor
National Center for Safe Routes to School, 2013-Present

Complete Streets Certified Instructor
National Complete Streets Coalition
2015-Present

Registration

Civil Engineer #43159 (CA)
Traffic Engineer #1440 (CA)
Professional Traffic Operations Engineer #342

Professional History

1995-Present
W-Trans (Principal/Owner)

1991-1994
TJKM Transportation Consultants, Santa Rosa

1984-1991
TJKM Transportation Consultants, Pleasanton

1982-1984
PRC Vorhees, Berkeley

Stephen J. Weinberger, PE, PTOE

Signing & Striping Lead

Steve Weinberger is one of the founding Principals and specializes in Complete Streets traffic engineering and planning, pedestrian safety, and active transportation planning and operations. He is registered in California as both a Civil and Traffic Engineer and is also a Professional Traffic Operations Engineer.

Steve's technical work focuses on projects which balance competing transportation needs within the existing public right-of-way. He is adept at working with communities to develop measures to transform vehicle-dominated arterials into systems that provide more livable conditions for all users by incorporating traffic calming schemes, lane reallocation techniques, roundabouts and traffic control systems that favor local traffic, bicyclists, and pedestrians.

Steve is a graduate of the University of California at Berkeley (a.k.a. Cal) with a B.S. in Civil Engineering and an M.S. in Transportation Engineering. He is a certified instructor for the National Complete Streets Coalition and the National Center for Safe Routes to School. Steve is also a member of both the Institute of Transportation Engineers (ITE) and Association of Pedestrian and Bicycle Professionals (APBP).

Representative Projects

Complete Streets

Atascadero – *SR 41 Complete Street Feasibility Study*
Belmont/San Carlos – *Four Corners/Alameda de las Pulgas Corridor Improvements*
Chico – *Chico Esplanade Corridor Improvement Study*
Mendocino County – *Hopland Main Street Engineered Feasibility Study*
Menlo Park – *El Camino Real Corridor Study*
Oakland – *Fruitvale Avenue Complete Streets and Traffic Safety Study*
Paradise – *Skyway Corridor Study*
Paso Robles – *Creston Road Corridor Study*

Bicycles and Pedestrians

Office of Traffic Safety – *OTS Crosswalk Warning System Evaluation*
Belmont – *Ralston Avenue Corridor Study and Improvement Plans*
Sebastopol – *Bike Lane Feasibility Study and Design*
Santa Cruz County – *Monterey Bay Sanctuary Scenic Trail Crossings Design*
Sonoma County – *Safe Routes to School*
Windsor – *Old Redwood Highway Corridor Study*

Roundabouts

Atascadero – *US 101 Interchange Study*
Berkeley – *Interstate 80/Gilman Street Interchange Roundabout Design*
Contra Costa County – *Improvement Plans for Danville Boulevard Roundabout*
Paso Robles – *Creston Road/Rolling Hills Drive Evaluation*

Municipal Staff Services

Chico – *Public Works Traffic Engineering Services*
Sebastopol – *Public Works Traffic Engineering Services*

about GHD

GHD is one of the world's leading professional services companies operating in the global markets of water, energy and resources, environment, property and buildings, and transportation. We provide engineering, environmental, and construction services to private and public sector clients.

Matt Kennedy, PE, TE
matt.kennedy@ghd.com
T +1 707 540 9687

Bill Silva, PE
bill.silva@ghd.com
T +1 707 484 8236

www.ghd.com

COST PROPOSAL

PROJECT NAME: Ukiah Downtown Streetscape, Road Diet, and Utilities Project
PROJECT ELEMENT: Streetscape, Road Diet , and Utilities - RPSTPLE-5049(025) & HSIPL-5049(026)
Date: 2/14/2019

Classification--->	Sr. Engineer/ Scientist/Planner				Project Engineer/ Scientist/ Planner				Staff Engineer/ Scientist/Planner			CAD/GIS/Tech.			Admin. Support			Total GHD Fees	WRT	W-Trans	AR/WS	C&P	Subtronic	Horticul-tural Assoc	ODC's	Totals
Level-->	IV	III	II	I	IV	III	II	I	III	II	I	III	II	I	III	II	I									
Task Rate-->	$335.39	$292.37	$249.88	$213.80	$190.60	$174.45	$156.36	$135.42	$132.60	$119.47	$96.18	$153.12	$120.09	$92.21	$111.05	$87.38	$77.23									
Task 1 – Project Management and QAQC																										
1.1 Project Management and Internal Coordination	16		64		64	12	8								80	6		$46,309				$700			$147	$47,156
1.2 Project Schedule			4		14	4									4	2		$4,985	$488							$5,473
1.3 Agency Coordination			40		16										4			$13,489								$13,489
1.4 Caltrans Local Assistance Coordination			60		12	4									24	6		$21,167								$21,167
1.5 Project Meetings			20		24	20	6								24	2		$16,839	$15,216	$2,657					$294	$35,006
1.6 Progress Reporting/Invoicing			8		8										24			$6,189	$2,699	$820						$9,708
1.7 Quality Control / Quality Assurance	20			40								16						$17,710	$8,118	$1,395						$27,223
Task 1: Total Hours	**36**	**0**	**196**	**40**	**138**	**40**	**14**	**0**	**0**	**0**	**0**	**16**	**0**	**0**	**160**	**16**	**0**									
Task 1: Total Cost	**$12,074**	**$0**	**$48,976**	**$8,552**	**$26,303**	**$6,978**	**$2,189**	**$0**	**$0**	**$0**	**$0**	**$2,450**	**$0**	**$0**	**$17,768**	**$1,398**	**$0**	**$126,688**	**$26,521**	**$4,872**	**$0**	**$700**	**$0**	**$0**	**$440**	**$159,221**
Task 2 – Surveys, Mapping and Site Data																										
2.1 Background Research			8	8	8													$5,234	$3,452			$6,789			$0	$15,475
2.2 Surveys and Mapping				8								16						$4,160				$43,528				$47,688
2.3 Site Visit			4	4	4										4			$3,061	$7,603			$1,120			$420	$12,204
2.4 Utility Potholing																		$0					$58,436			$58,436
2.5 Geotechnical Investigation			4	30	8	2		20			8			16		20		$15,988							$8,000	$23,988
Task 2: Total Hours	**0**	**0**	**16**	**50**	**20**	**2**	**0**	**20**	**0**	**0**	**8**	**16**	**0**	**16**	**4**	**20**	**0**									
Task 2: Total Cost	**$0**	**$0**	**$3,998**	**$10,690**	**$3,812**	**$349**	**$0**	**$2,708**	**$0**	**$0**	**$769**	**$2,450**	**$0**	**$1,475**	**$444**	**$1,748**	**$0**	**$28,444**	**$11,055**	**$0**	**$0**	**$51,437**	**$58,436**	**$0**	**$8,420**	**$157,791**
Task 3 – Outreach and Coordination with Adjacent Properties																										
3.1 Community Outreach	8		16	4	16	4			24						16			$16,243	$25,945							$42,188
3.2 Adjacent Property Owner Coordination			60	4	80	4			120	40		20	20	4	16			$60,094	$4,884						$294	$65,271
Task 3: Total Hours	**8**	**0**	**76**	**8**	**96**	**8**	**0**	**0**	**144**	**40**	**0**	**20**	**20**	**4**	**32**	**0**	**0**									
Task 3: Total Cost	**$2,683**	**$0**	**$18,991**	**$1,710**	**$18,298**	**$1,396**	**$0**	**$0**	**$19,094**	**$4,779**	**$0**	**$3,062**	**$2,402**	**$369**	**$3,554**	**$0**	**$0**	**$76,337**	**$30,829**	**$0**	**$0**	**$0**	**$0**	**$0**	**$294**	**$107,459**
Task 4 – Utility Coordination																										
4.1 Water, Sewer, and Storm Drain Coordination		12	20	8	40	12									20			$22,155						$5,000		$27,155
4.2 Utility Relocation of City Owned Facilities			12		20	12									8			$9,792								$9,792
4.3 Utility Relocation of Non-City Owned Facilities			8		20	12			40						8			$14,097								$14,097
Task 4: Total Hours	**0**	**12**	**40**	**8**	**80**	**36**	**0**	**0**	**40**	**0**	**0**	**0**	**0**	**0**	**36**	**0**	**0**									
Task 4: Total Cost	**$0**	**$3,508**	**$9,995**	**$1,710**	**$15,248**	**$6,280**	**$0**	**$0**	**$5,304**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,998**	**$0**	**$0**	**$46,044**	**$0**	**$0**	**$0**	**$0**	**$0**	**$5,000**	**$0**	**$51,044**
Task 5 – Environmental Compliance and Support																										
5.1 NEPA and CEQA Compliance							24			24								$6,620								$6,620
5.2 Haz Materials Assessment and Support					20			48			24	8			20			$16,066								$16,066
Task 5: Total Hours	**0**	**0**	**0**	**0**	**20**	**0**	**24**	**48**	**0**	**24**	**24**	**8**	**0**	**0**	**20**	**0**	**0**									
Task 5: Total Cost	**$0**	**$0**	**$0**	**$0**	**$3,812**	**$0**	**$3,753**	**$6,500**	**$0**	**$2,867**	**$2,308**	**$1,225**	**$0**	**$0**	**$2,221**	**$0**	**$0**	**$22,686**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$22,686**
Task 6 – Design																										
6.1 60% Plans, Specifications, and Estimate	12	8	120	110	260	120	8	8	20	50	10	110	50	8	24	4	6	$169,341	$63,360	$13,655					$0	$246,356
6.2 Drainage and LID Program				16		70				40		40	8		8			$28,385							$0	$28,385
6.3 Utility Coordination			40	8	40	12				12		12						$24,694								$24,694
Task 6: Total Hours	**12**	**8**	**160**	**134**	**300**	**202**	**8**	**8**	**20**	**102**	**10**	**162**	**58**	**8**	**32**	**4**	**6**									
Task 6: Total Cost	**$4,025**	**$2,339**	**$39,981**	**$28,650**	**$57,180**	**$35,239**	**$1,251**	**$1,083**	**$2,652**	**$12,186**	**$962**	**$24,805**	**$6,965**	**$738**	**$3,554**	**$350**	**$463**	**$222,420**	**$63,360**	**$13,655**	**$0**	**$0**	**$0**	**$0**	**$0**	**$299,435**
Task 7 – ROW Engineering																										
7.1 Right of Way Consulting			20		40							40			40		4	$23,497			$70,476					$93,973
7.2 Record of Survey			2		2							4			4			$1,938				$5,168				$7,106
Task 7: Total Hours	**0**	**0**	**22**	**0**	**42**	**0**	**0**	**0**	**0**	**0**	**0**	**44**	**0**	**0**	**44**	**0**	**4**									
Task 7: Total Cost	**$0**	**$0**	**$5,497**	**$0**	**$8,005**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$6,737**	**$0**	**$0**	**$4,886**	**$0**	**$309**	**$25,435**	**$0**	**$0**	**$70,476**	**$5,168**	**$0**	**$0**	**$0**	**$101,079**
Task 8 –Final Design and Bid Phase																										
8.1 90% Plans, Specifications, and Estimate	4	4	90	90	220	130	8	8	40	90		110	60		24			$153,956	$29,040	$5,990						$188,986
8.2 Final Plans, Specifications, and Estimate	2	2	50	80	150	100	8	8	30	40		80	40		16			$106,809	$18,018	$2,514						$127,341
8.3 Bid Support			16		20										8			$8,698	$3,221							$11,919
Task 8: Total Hours	**6**	**6**	**156**	**170**	**390**	**230**	**16**	**16**	**70**	**130**	**0**	**190**	**100**	**0**	**48**	**0**	**0**									
Task 8: Total Cost	**$2,012**	**$1,754**	**$38,981**	**$36,346**	**$74,334**	**$40,124**	**$2,502**	**$2,167**	**$9,282**	**$15,531**	**$0**	**$29,092**	**$12,009**	**$0**	**$5,330**	**$0**	**$0**	**$269,463**	**$50,279**	**$8,504**	**$0**	**$0**	**$0**	**$0**	**$0**	**$328,246**
Task 9 – Construction Phase Support and Construction Management (Rec Option)																										
9.1 Construction Support (Eng. during Construction)																		$0								$0
9.2 Construction Management																		$0								$0
Task 9: Total Hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**									
Task 9: Total Cost	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
ODC's																		$9,154	$18,818	$211	$1,776	$800				**$30,758**
Anticipated Salary Increases																		$0								**$0**
TOTAL HOURS	**62**	**26**	**666**	**410**	**1,086**	**518**	**62**	**92**	**274**	**296**	**42**	**456**	**178**	**28**	**376**	**40**	**10**									
TOTAL FEES	**$20,794**	**$7,602**	**$166,419**	**$87,659**	**$206,990**	**$90,366**	**$9,695**	**$12,458**	**$36,332**	**$35,362**	**$4,039**	**$69,820**	**$21,375**	**$2,582**	**$41,754**	**$3,495**	**$772**	**$826,670**	**$200,861**	**$27,242**	**$72,252**	**$58,105**	**$58,436**	**$5,000**	**$9,154**	**$1,257,720**

Note: GHD Team fee based on information available at time of proposal and info the Project RFP; the schedule is very aggressive and GHD will endeavor to meet the schedule however we cannot guarantee the RFP Project timeline and subsequent grant attainment