



STAFF REPORT


Date: Tuesday, January 10, 2017

To: Bryan H. Montgomery, City Manager

From: Kevin Rohani, P.E. Public Works Director/City Engineer

Subject: Agreement with Garth Ruffner Landscape Architect and Freyer & Laureta, Inc. for Landscape Architectural and Engineering Design Services associated with CIP Project Number 197– Oakley Community Dog Park Project at Nunn-Wilson Park

Approved and Forwarded to City Council:


Bryan H. Montgomery, City Manager

Background and Analysis

The City's adopted FY 2016/17 Capital Improvement Program (CIP) Budget designates funding for various infrastructure repair and replacement projects. This is consistent with the City's goals to improve the quality of the City's public infrastructure and to enhance the quality of life for our residents.

The City of Oakley is a vibrant and thriving community that continues to grow with many new families moving to Oakley to enjoy all the offerings of the City and its quality of life. On a bi-annual schedule, the City Council has public meetings with the community residents to discuss the strategic goals for the community. As part of this effort in 2014, the construction of a Community Dog Park was selected by City Council as a priority and a goal.

For the past two (2) years, City staff has been working on making this goal and vision into a reality. A Community meeting was held in 2015 to solicit input from the residents and discuss various dog park options. There was broad support for the park project and residents were supportive of the Oakley Community Dog Park. The best suited location for this dog park was determined to be next to Nunn-Wilson Park. A preliminary plan for this facility was developed which is the basis of the final project design and construction. Concurrent with the preparation of the preliminary plan, staff began the process of funding the project. A grant from for the State of California Land and Water Conservation Fund (LWCF) in amount of \$413,000 has been secured for this project to supplement City funds; as the total cost for the project is estimated at \$920,000.

The proposed Oakley Community Dog Park at Nunn-Wilson Family Park will encompass approximately 2.5 acres of the existing Nunn-Wilson Park site. It will include a parking lot, restroom, picnic area, fenced areas for both small and large dogs, tables, benches, turf, dog water play area, drinking fountains, play and agility equipment and dog waste stations.

Staff has worked with the architectural and engineering firms (Garth Ruffner Landscape Architect and Freyer & Laureta, Inc.) that are best suited for design of this project. Staff negotiated the final scope of work and design cost at a very competitive cost for the scale of this project. These firms worked successfully on the design and construction of the new Amphitheater at Civic Center Park and are very familiar with the community and our requirements.

Fiscal Impact

Approval of the resolution will authorize the City Manager to execute an agreement with Garth Ruffner Landscape Architect for a cost not to exceed \$26,450 and with Freyer & Laureta, Inc. for a cost not to exceed \$38,665. The 2016/17 Fiscal Year Capital Improvement Program budgeted funds for the design and construction of this project from grant and Park Impact Fee funds.

Staff Recommendation

Staff recommends that the City Council adopt the resolution approving the proposal and to execute an agreement with Garth Ruffner Landscape Architect and Freyer & Laureta, Inc. for design services associated with CIP 197 – Oakley Community Dog Park Project at Nunn-Wilson Park, and authorizing the City Manager to enter into an agreement.

Attachments

- 1) Garth Ruffner Landscape Architect Design Proposal
- 2) Freyer & Laureta, Inc. Design Proposal
- 3) Resolution

**REVISED PROPOSAL FOR
LANDSCAPE ARCHITECTURAL SERVICES
OAKLEY DOG PARK**

I. Description

- A. This Proposal is prepared for City of Oakley, California, hereinafter referred to as the Client, by Garth Ruffner Landscape Architect, of 4120 Douglas Blvd., #306-301, Roseville, California, on December 12, 2016. *This Document supercedes the previous Proposal for this work, dated December 8, 2016.*
- B. Site Description: The Site is located at the Nunn-Wilson Family Park in the City of Oakley, California. The portion of the Site to be developed is under 3 acres in size.
- C. Project Summary: This Proposal offers services for preliminary design, design development, construction documentation and construction observation for a recreation facility for dogs and their companions which would include:
1. A water play area
 2. Non-vehicular paving
 3. Parking lot lighting
 4. Future restroom site
 5. Shade structure (manufactured)
 6. Fencing
 7. Site furnishings (including a drinking fountain)
 8. Irrigation
 9. Planting

II. Scope of Services

- A. Preliminary Design
1. Site visit and landscape soil testing to evaluate the impact of the Site's existing features and surroundings on the proposed landscaping.
 2. Collaborate with the Client and the Civil Engineer to refine the conceptual layout for the facility prepared in November of 2014. Evaluate potential concepts in relation to cost, local ordinance compliance, ease of maintenance and an attractive appearance.
 3. Prepare a preliminary photometric plan in conformance with City of Oakley and TL-24 requirements.
 4. Prepare an electronically colored preliminary landscape plan that includes paving; site amenities; tree types and locations; turf and planter areas; and a preliminary plant list.
 5. Work with the Client's Civil Engineer to prepare a preliminary estimate of construction costs.
 6. Up to one meeting with the Client to discuss the preliminary drawings and preliminary estimate of construction costs.
- B. Design Development
1. Refine the preliminary site plan in coordination with the Client's Civil Engineer.
 2. Prepare a 40% complete layout plan noting non-vehicular paving, various site amenities and significant dimensions.

3. Provide cut sheets of proposed manufactured products for Client review.
4. Prepare a 40% complete irrigation plan including the irrigation supply system (excluding remote control valves), typical vignettes of the irrigation distribution system and a list of irrigation components.
5. Prepare a 40% complete planting plan including a complete tree layout; seeded grass areas; and typical vignettes of shrub and groundcover planting layouts.
6. Prepare a 40% lighting plan describing fixtures and their locations.
7. Work with the Client's Civil Engineer to prepare a design development estimate of construction costs.
8. Up to one meeting with the Client to discuss the design development drawings and estimate of construction costs.

C. Construction Documents

1. Prepare a layout plan which describes the horizontal locations of non-vehicular pavement, weirs, fencing and site furnishings.
2. Prepare an irrigation plan which describes the layout of products and equipment. The irrigation plan shall conform to the City of Oakley Water Conservation Ordinance.
3. Prepare a planting plan which describes the layout and types of plant materials proposed.
4. Prepare a parking lot lighting plan including selection of fixtures, circuiting and lighting controls as required by the California Energy Code. Electrical services will also include:
 - a. California Energy Code compliance documentation for exterior illumination
 - b. Load calculations
 - c. Panel schedules and one line diagram
 - d. Assistance to coordinate electrical and services with the serving utility companies.
5. The following detail drawings are included in this Proposal:
 - a. Non-vehicular paving
 - b. Weirs
 - c. Weir gates - detailing will be limited to a generalized diagram with functional specifications provided as a basis for the contractor to prepare shop drawings.
 - d. Fencing
 - e. Irrigation supply
 - f. Irrigation distribution
 - g. Tree and shrub planting
6. The following Specifications are included in this Proposal:
 - a. Non-vehicular paving
 - b. Pre-cast concrete
 - c. Parking lot lighting
 - d. Fencing
 - e. Site furnishings
 - f. Irrigation
 - g. Planting
7. Work with the Client's Civil Engineer to prepare an estimate of construction costs.
8. Up to one meeting with the Client to discuss the construction documents and estimate of construction costs.

- D. Construction Observation
1. Review required contractor submittals to evaluate conformance with the Landscape Architect's and Electrical Engineer's design intent.
 2. A progress site observation visit will be made during construction to verify that the work completed is generally consistent with the intent of the Landscape Architect's Construction Documents.
 3. A pre-maintenance observation visit will occur prior to the Landscape Architect's recommending that the landscape contractor be authorized to proceed with the Maintenance Period.
 4. A final site observation visit will occur prior to Client's final acceptance at the conclusion of the Maintenance Period.
 5. A written report will be submitted to the Client within 7 working days of each observation visit.
 6. Although Landscape Architect may observe and discuss potential problems during these visits, the visits are not construction inspections or a guarantee that there will not be construction deficiencies.
 7. Additional observation visits, *including any visits requiring the presence of the Electrical Engineer*, shall be billed for as an Extra Service.

III. Fees for Services

A.	Preliminary Design	\$ 6,020.00
B.	Design Development	\$ 6,000.00
C.	Construction Documents	\$10,340.00
D.	Construction Observation	<u>\$ 4,130.00</u>
E.	Total Fee	\$26,490.00

IV. Extra Services

- A. Extra Services beyond Landscape Architect's Scope of Services may be provided if confirmed in writing. Client agrees that significant changes to the Project schedule, budget or the Project's scope may require Extra Services of Landscape Architect.
- B. Extra Services shall be performed at the following rates:
1. Landscape Architect \$125.00 per hour
 2. Electrical Engineer \$144.00 per hour
 3. Electrical Designer \$109.00 per hour

V. Expenses

- A. Included Expenses:
1. Electrical engineering services provided by Norberg Engineering Co. of El Dorado Hills, California.
 2. Landscape soils test as analyzed by Sunland Analytical Labs of Rancho Cordova, California.
 3. Mileage
 4. Phone charges

5. First class mail
 6. Drawings in electronic format (*.dxf, *.dwg, and/or *.pdf)
- B. Extra Expenses requested and approved by the Client shall be billed as noted below to the Client.
1. Courier Delivery (at cost)
 2. Overnight or Express Mail (at cost)
 3. Hiring of consultants not specifically mentioned in This Proposal (at cost plus 10%).
- C. Reimbursable Expenses (including, but not limited to prints or plots) will be billed at cost.

VI. Conditions

- A. Services will be billed on a monthly basis or upon completion of a phase of work, whichever occurs first. Payment shall be due within 30 calendar days of the date of invoice.
- B. The Client will provide the Landscape Architect with all of the information, surveys, reports, and professional recommendations necessary for the performance of the Landscape Architect's professional services and a current CAD *.dwg (*Release 12-2014*) or *.dxf format electronic file(s) of the site plan. The Landscape Architect may reasonably rely on the accuracy and completeness of these items.
- C. The Client will advise the Landscape Architect of any known or suspected contaminants at the Project site.
- D. Client will obtain and pay for all necessary permits from authorities with jurisdiction over the Project.
- E. Excluded Services are not a part of Landscape Architect's Scope of Services or Extra Services and are the responsibility of others. Excluded Services include, but are not limited to, the following: agency submittals; commissioning; topographic surveys; arborist reports; storm drainage; utility locations; vehicular pavement and curbing; signage; security; fire alarm design; CCTV; low voltage systems such as sound, data telephone and intercom; and irrigation audits.
- F. Time of Completion: The following estimate of completion times for each phase of work begins upon receipt of this Proposal, signed by the Client and the Landscape Architect, and notice from the Client to proceed upon the phase in question. Delays due to action or inaction by parties who are outside the control of the Landscape Architect shall result in an extension of the time of completion for a period of time at least equal to the delay.
- | | |
|------------------------------|------------------|
| 1. Preliminary Design: | 35 Calendar Days |
| 2. Design Development: | 42 Calendar Days |
| 3. Construction Documents: | 49 Calendar Days |
| 4. Construction Observation: | 7 Calendar Days |
- G. The Landscape Architect agrees to provide its professional services in accordance with generally accepted standards of its profession.

- H. Proper Project maintenance is required after the Project is complete. A lack of or improper maintenance in areas such as, but not limited to paving, lighting site amenities, drainage systems, plant materials and irrigation systems may result in damage to property or persons. The Client is solely responsible for the results of any lack of or improper maintenance.
- I. Landscape Architects are licensed by the State of California.

Please let me know if you have questions or concerns.

Best regards,



Garth Ruffner Landscape Architect #2808

December 12, 2016

Date



CIVIL ENGINEERS • SURVEYORS • CONSTRUCTION MANAGERS

December 11, 2016

Ms. Billilee Saengchalern, P.E.
Associate Civil Engineer
City of Oakley
Public Works Department
3231 Main Street
Oakley, CA 94561

**Re: ENGINEERING SERVICES PROPOSAL, CITY OF OAKLEY
OAKLEY COMMUNITY DOG PARK**

Dear Ms. Saengchalern:

Thank you for the opportunity to present this proposal to you for the preparation of civil engineering documents for the subject project. We propose the following Scope of Services:

Scope of Services

Boundary and Topographic Survey:

A boundary and topographic survey will be performed for this project area. Survey will be based on an assumed benchmark local to the project area. Survey will also include the following:

- Limits shall be the face of curb along Laurel, Brown, and Oxford, fronting the limits of the new dog park and future baseball field.
- Utility Point of connections in Oxford will be located.
- Measurement of inverts and pipe sizes for all entering and exiting pipes for sanitary sewer or storm manholes within the project area.
- Areas of depressions within the project area will be surveyed.
- Visible improvements, walkways and utilities, trees over 6" in diameter, within the project area will be surveyed. Survey information will be translated to AutoCad drawings for use in the design effort.
- Boundary survey will be performed based on recorded maps to be provided by the City.

Dog Park Grading and Drainage Plan

A Civil Site Grading Drainage Plan for the dog park will be prepared including: storm drainage facilities and design grading for the dog park area. This plan will be coordinated by the site plan prepared by the project landscape architect.

An Erosion and Storm Water Control Plan will be prepared showing proposed drainage system and erosion/pollution controls proposed during construction for the project site (Dog Park and Parking Lot).

A Stormwater Control Plan will be prepared for the project site.

Parking Lot Design

A Civil Site Grading Drainage Plan for the parking will be prepared including: storm drainage facilities and design grading for the dog park area. The parking lot layout will be designed by F&L in coordination with the project landscape architect and the City of Oakley.

Civil Site Utility Plan

A Civil Site Utilities Plan including water, sanitary sewer, and electrical will be shown on the drawings to serve the future restroom structure and the dog park. Electrical drawings will include a point of connection for parking lights and future bathroom facility. A water service will be provided for the bathroom facility and for drinking fountains.

Proposed Fee Schedule

All work will be on a time and materials (t&m) basis, not exceed the following limits without City authorization (please review the Fee Breakdown matrix for breakdown of costs):

Boundary and Topographic Survey	\$10,490
Dog Park Grading and Drainage Plan	\$10,135
Parking Lot Design	\$6,455
Civil Site Utility Plan	<u>\$11,585</u>
	\$38,665

Ms. Billilee Saengchalem, P.E.
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Items specifically excluded from this scope of work:

- Geotechnical work including design of appropriate pavement section(s).
- Special studies and reports in support of any applications, permitting, etc.
- Payment of any fees or charges for review(s), permitting, application processing, etc.
- Construction surveys.
- Parking lights to be designed by the landscape architect.

Thank you again for the opportunity of submitting this proposal to you. We look forward to working with you on this project. If you have any questions, please feel free to call us.

Sincerely,
FREYER & LAURETA, INC.

A handwritten signature in black ink, appearing to read "Richard J. Laureta".

Richard J. Laureta, P.E.
President



PROPOSED CITY OF OAKLEY DOG PARK PROJECT FEE BREAKDOWN

Date: 12/11/16

<i>Estimated Staff Hours and Budget</i>		Labor			
Freyer & Laureta, Inc. Team	F&L				Fee
	Principal/P \$205	Senior Eng. \$155	Staff Eng. \$115	Survey Crew /day \$2,500	
Design Services					
Boundary and Topographic Survey					
Boundary and Topographic Survey	4		8	3.5	\$10,490
Sub-Total, (\$)					\$10,490
Dog Park Grading and Drainage Plan					
50% Submittal	1	4	44		\$5,885
90% Submittal	1	2	20		\$2,815
Final Submittal	1	2	8		\$1,435
Sub-Total, (\$)					\$10,135
Parking Lot Design					
50% Submittal	1	4	20		\$3,125
90% Submittal	1	2	12		\$1,895
Final Submittal	1	2	8		\$1,435
Sub-Total, (\$)					\$6,455
Civil Site Utility Plan					
50% Submittal	1	2	68		\$8,335
90% Submittal	1	1	18		\$2,430
Final Submittal	1	1	4		\$820
Sub-Total, (\$)					\$11,585
Total (hours)	13	20	210	3.5	
Total, (\$)	\$2,665	\$3,100	\$24,150	\$8,750	\$38,665
TOTAL (SERVICES + MISC):					\$38,665

RESOLUTION NO. ___-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY APPROVING AGREEMENTS WITH GARTH RUFFNER LANDSCAPE ARCHITECT AND FREYER & LAURETA, INC. FOR LANDSCAPE ARCHITECTURAL AND ENGINEERING DESIGN SERVICES ASSOCIATED WITH THE OAKLEY COMMUNITY DOG PARK PROJECT AT NUNN-WILSON PARK, CIP # 197 AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENTS

WHEREAS, as part of the Fiscal Year 2016/17 Budget, the City of Oakley approved a 5-Year Capital improvement Program (CIP); and

WHEREAS, Project Number 197 is to design the new Oakley Community Dog Park at Nunn-Wilson Park Project; and

WHEREAS, after a review and evaluation of the proposals from Garth Ruffner Landscape Architect and Freyer & Laureta, Inc., who collaborated on the original conceptual plan and cost estimates, it was determined these firms were best suited to perform and complete the design service; and

WHEREAS, Garth Ruffner Landscape Architect and Freyer & Laureta, Inc., has respectively submitted a proposal to prepare landscape architectural and engineering design services for CIP Project Number 197 for an amount not to exceed \$26,490 and \$38,665; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that the City Council of the City of Oakley hereby approves the proposals with Garth Ruffner Landscape Architect and Freyer & Laureta, Inc. for performing landscape architectural and engineering design for CIP Project Number 197 for an amount not to exceed \$26,490 and \$38,665 respectively, in the form attached hereto as Exhibit A and B, and authorizes the City Manager to execute into the respective agreements.

PASSED AND ADOPTED by the City Council of the City of Oakley at a meeting held on the 10th of January, 2017 by the following vote:

AYES:
NOES:
ABSENT:
ABSTENTIONS:

APPROVED:

Sue Higgins, Mayor

ATTEST:

Libby Vreonis, City Clerk

Date