



Mark Hurley  
Public Works Director / City Engineer  
City of Albany Public Works  
1000 San Pablo Avenue  
Albany, CA 94706  
*Transmitted Via Email*

**Subject: San Pablo Avenue Pedestrian Safety Improvement  
Civil Engineering Proposal**

Dear Mr. Hurley:

BKF Engineers welcomes the opportunity to submit this proposal for civil engineering services associated with the Pedestrian Safety Improvements project located in the City of Albany, California. To arrive at the estimated effort required by our office for this project, we have outlined a proposed scope of services, identified assumptions, and determined a level of effort fee based on our understanding of the project.

**I. PROJECT UNDERSTANDING**

The project is restarting after being on hold for over one (1) year. Due to the project limits being within Caltrans jurisdiction, the 95% level construction document plans, specifications and engineers estimate (PSE) were prepared by BKF Engineers and Parisi Transportation Consulting in accordance with the Caltrans PEER and Encroachment Permit process requirements. The PSE package was last submitted to the City of Albany in May 2019 for review and processing. At the request of the City, the Washington Avenue Improvement have been removed from the project scope. Scope to support the restart will only include work from Brighton Avenue (City Limit) to Portland Avenue and include the following:

- Removal and replacement of ALL accessible ramps, includes the addition of the following street corners:
  - Southwest corner of Clay Street
  - Northeast corner of Garfield Avenue
  - Northwest corner of Castro Street
  - Northeast corner of Portland Avenue
  - Southeast corner of Portland Avenue
- Pedestrian refuge at Clay Street, Garfield Avenue, Castro Street, and Portland Avenue.
- Re-striping of San Pablo Avenue corridor from Brighton Avenue to Portland Avenue.
- Rectangular rapid flashing beacon at Portland Avenue and Castro Street intersections.
- Signal modification at Brighton Avenue due to moving crosswalk to the north side of the intersection.
- Signal modification at Brighton Avenue and Clay Street to install pedestrian push button, countdown pedestrian signal, and accessible pedestrian signals (APS).
- Restriping San Pablo Avenue corridor from Brighton Avenue to Portland Avenue.
- Attending Traffic and Safety Commission and/or City Council meetings is not include as part of this scope.
- Addressing review comments and/or attending meeting with Caltrans is not included as part of this scope.

**Design Team**

BKF Engineers – Civil Engineer and Lead Design Professional  
Parisi Transportation Consultant – Traffic Engineer (*proposal attached*)

## II. BASIS OF DESIGN

Our proposal is based on the following:

1. Request for Proposal via phone call with City of Albany, dated January 19, 2021
2. 95% CD PSE Package prepared by BKF Engineers, dated May 24, 2019.

## III. SCOPE OF SERVICES

### TASK 1: REVISION TO CONSTRUCTION DOCUMENTS

1. **Coordination:** Based on the comments received during previous City and Caltrans review, BKF will revised the documents for construction. We will continue to coordinate hardscape, site grading, striping, signage and traffic signal modifications with the team. BKF will further progress the design to ensure that backgrounds, and accessible paths of travels are designed and detailed to the level required by the Caltrans to bid and construct.

2. **Drawings:** BKF will revise and/or add the following drawings:

#### Revised Sheets:

Cover Sheet		1 Sheet
Typical Cross Section	X-#	3 Sheets
Existing Conditions and Demolition Plan	DE-#	5 Sheets
Layout Plan	L-#	5 Sheets
Construction Details	C-#	3 Sheet
Stage Construction and Traffic Handling	TH-#	8 Sheets
Erosion Control Plan	EC-#	5 Sheets

#### Additional Sheets:

Construction Details	C-#	3 Sheet
----------------------	-----	---------

3. **Specifications:** BKF will prepare final technical specifications in City (Front End) and Caltrans (Technical Specifications) format for elements included in our scope of work.
4. **Submittals:** BKF will provide Construction Document submittals at the 100% level of completion.
5. **Meetings:** BKF has budgeted for up to **sixteen (16)** hours of combined staff time to attend meetings and participate in conference calls during this phase. Anticipated meetings include restart kick-off meeting, internal coordination, and City Coordination.

### TASK 2: PROJECT MANAGEMENT

1. **Project Management:** BKF will be responsible for overall management of our design team including the tracking progress, schedule, and budget.
2. **Quality Control/ Assurance:** BKF will perform an independent quality control review of the team's documents prior to submittal.



## IV. SCOPE QUALIFICATIONS AND ASSUMPTIONS

BKF Engineers' services are limited to those expressly set forth in the scope. We understand that BKF will have no other obligations or responsibilities for the project except as provided in this proposal letter, or as otherwise agreed to in writing. BKF will provide the scope of services consistent with, and limited to, the standard of care applicable to such services. Any participation in non-adversarial procedures, or other right to repair items, is considered as additional services. For the scope of work identified, we have assumed the following:

### 1) Basis of Design and Site Information

- a) **Land Surveying:** This civil engineering scope of work is based on aerial survey entitled "Albany Streets Mapping," prepared for BKF Engineers by 360 Aerial Surveys, dated January 13, 2017. The aerial survey was supplemented by BKF Engineers by using laser scanning and/or traditional survey methods within the project area, dated September 13, 2017. The boundary information is based on GIS information provide to BKF by the City of Albany. A formal boundary resolution was not perform and thus BKF makes no claim as to the accuracy of this City provided boundary data, and is not responsible for any errors or omissions.
- b) **Geotechnical Report:** A geotechnical report for the project will be provided. At a minimum, this report should address the required paving structural sections, earthwork and compaction recommendations, soil bearing pressures, surcharge pressures, settlement issues, soil infiltration/percolation rates, groundwater levels, and corrosion recommendations.
- c) **Existing Utilities:** Unless otherwise indicated or provided by others, any existing utilities identified on BKF's drawings/plans are based on information obtained by BKF, or provided to BKF, and may not be accurately documented in their horizontal location or vertical profile. Other utilities may be present that were not disclosed. BKF highly recommends that critical facilities be underground service alert (USA) located and potholed during design or prior to construction.
- d) **Potholing:** Potholing services are not included in this proposal unless specifically identified.
- e) **Existing Utility Capacities:** Unless otherwise addressed, existing utilities have adequate capacity to serve the proposed improvements, that they are adjacent to the site frontage and do not require main extensions, and that utility system capacity studies are not required.
- f) **Site Plan:** The site plan is final and only minor alterations will be made. Any significant changes from the architect or owner may necessitate additional fees.
- g) **Legal Support:** If requested, BKF can participate in non-adversarial procedures that would be considered as additional services.

### 2) Responsibilities

- a) **Civil Engineering Scope Items:** BKF's design tasks are limited to civil work outside of the structure(s) and utility connections 5-feet outside of the structure(s) including: site grading, non-structural concrete pavement, concrete sidewalks, concrete curbs and gutters, asphalt pavement, storm drainage, wastewater, and domestic water/fire water design. BKF will provide horizontal control for the building location relative to the project boundary.
- b) **Site Dry Utilities:** All electric, gas, communications, and lighting improvements will be designed by others, unless specifically included in the civil scope of work.
- c) **Traffic Signal Design:** Design or modification of traffic signals is not currently included in our scope of work. BKF can provide these services if the City conditions these improvements to the project.
- d) **Mapping:** We have not included time to prepare additional items not contained in the mapping scope of work. Additional mapping services such as subdivision maps, private easement documents, quit claims, ALTA's, right of way dedications, etc. not specifically listed in this proposal are not included.

### 3) CEQA, Entitlement, and Off-Site Improvements/Studies

- a) **CEQA/EIR Consulting:** Some jurisdictions allow project sponsors to provide technical studies to support the CEQA document and review by the sponsor of the administrative draft document. We have not included time for assisting in this effort. Should this be requested, we can provide a separate scope to support this effort.



**4) Meetings**

- a) **Meetings:** Meetings are assumed to be held in the Bay Area or via remote conference. Meeting time requested beyond what we have budgeted is not included in this proposal.

**5) Phasing, Delivery and Deliverables**

- a) **Phasing:** The project will be permitted and constructed in one phase and that construction phasing plan(s), or interim condition plans, will not be required for this project. Proposal does not include preparing and processing split construction permits for demolition, rough grading, backbone utilities, etc.
- b) **Submittals:** All submittals, and the coordination thereof, will be facilitated by the lead consultant and /or owner representative.
- c) **Permits:** Unless otherwise specifically delineated in the scope of services, permit processing, applications, fees, and submittals to local, state, and federal agencies and utility purveyors will be provided by others. BKF will submit to the client delineated scope deliverables for client submission to governing agencies.
- d) **Drawings:** All drawings will be prepared in AutoCAD format. We will submit copies of all drawings in both electronic and paper format.
- e) **Building Information Modeling (BIM):** We have not included time to convert civil 3D design or existing conditions AutoCAD files into BIM model files. We have assumed all conversions will be by the architect.

**6) Construction Support Services:** Not included in this scope of work.**V. SCHEDULE**

BKF anticipates completing our services in accordance with the schedule summarized as follows:

Notice to Proceed (NTP) June 2021  
Revision to Construction Documents June 2021 – August 2021

**VI. COMPENSATION****1. BASE SCOPE OF WORK**

BKF proposes to provide the services on a lump sum basis. We will invoice for our services on a percent complete basis per task summarized as follows:

Task	Description	BKF	Parisi	Total Fee
1	Revise Construction Documents	\$25,800	\$11,860	\$37,660
2	Project Management	\$5,100	\$2,000	\$7,100
<b>Total Labor Fee</b>		<b>\$30,900</b>	<b>\$13,860</b>	<b>\$44,760</b>

In addition, please budget **\$400** for reimbursable expenses. Reimbursable expenses are anticipated for reproduction, mileage, express and messenger deliveries, and computer deliverable plots.

Thank you for the opportunity to present this proposal. We look forward to assisting in developing this project. Please contact me at 925-940-2218 if you have any questions regarding our scope of services.

Respectfully,  
**BKF Engineers**



Jason T. White, PE, LEED AP, QSD/P  
Vice President



Joseph K. Young, PE  
Project Manager



**BKF ENGINEERS**  
**PROFESSIONAL SERVICES RATE SCHEDULE**

JANUARY 1, 2021 – DECEMBER 31, 2021

<b><u>CLASSIFICATION</u></b>	<b><u>HOURLY RATE</u></b>
<b>PROJECT MANAGEMENT</b>	
Principal/Vice President	\$251.00
Senior Associate/Vice President	\$225.00
Associate	\$219.00
Senior Project Manager   Senior Technical Manager	\$218.00
Project Manager   Technical Manager	\$213.00
Engineering Manager   Surveying Manager   Planning Manager	\$197.00
<b>TECHNICAL STAFF</b>	
Senior Project Engineer   Senior Project Surveyor   Senior Project Planner	\$183.00
Project Engineer   Project Surveyor   Project Planner	\$160.00
Design Engineer   Staff Surveyor   Staff Planner	\$140.00
BIM Specialist I, II, III	\$140.00 - \$160.00 - \$183.00
Technician I, II, III, IV	\$133.00 - \$142.00 - \$155.00 - \$167.00
Drafter I, II, III, IV	\$104.00 - \$114.00 - \$123.00 - \$138.00
<b>FIELD SURVEYING</b>	
Survey Party Chief	\$182.00
Instrumentman	\$157.00
Survey Chainman	\$117.00
Utility Locator I, II, III, IV	\$95.00 - \$135.00 - \$161.00 - \$184.00
Apprentice I, II, III, IV	\$72.00 - \$97.00 - \$107.00 - \$113.00
<b>CONSTRUCTION ADMINISTRATION</b>	
Senior Consultant	\$239.00
Senior Construction Administrator	\$207.00
Resident Engineer	\$154.00
Field Engineer I, II, III	\$140.00 - \$160.00 - \$183.00
<b>ASSISTANTS</b>	
Project Assistant	\$88.00
Engineering Assistant   Surveying Assistant   Planning Assistant	\$86.00
Clerical   Administrative Assistant	\$74.00

Expert witness rates are available upon request.

Subject to the terms of a professional services agreement:

- Charges for outside services, equipment, materials, and facilities not furnished directly by BKF Engineers will be billed as reimbursable expenses at cost plus 10%. Such charges may include, but shall not be limited to: printing and reproduction services; shipping, delivery, and courier charges; subconsultant fees and expenses; agency fees; insurance; transportation on public carriers; meals and lodging; and consumable materials.
- Allowable mileage will be charged at the prevailing IRS rate per mile.
- Monthly invoices are due within 30 days from invoice date. Interest will be charged at 1.5% per month on past due accounts.



May 20, 2021

Joseph Young, PE  
1646 N. California Blvd, Suite 400,  
Walnut Creek, CA 94596

**Subject: City of Albany, State Route 123 San Pablo Avenue Final Pavement Delineation and Signage Plans**

Dear Mr. Young:

Pursuant to our discussions, Parisi Transportation Consulting (Parisi) prepared this scope and cost proposal to updated 95 percent plans, specifications and estimate (PS&E) for State Route 123 (SR-123) San Pablo Avenue in the City of Albany. Our proposed scope of work is as follows:

1. **Project Management** – Parisi will coordinate our work progress with BKF to identify the scope of project changes and update via email and conference calls. We will provide monthly progress reports and monthly invoices.
2. **Updated 95 Percent and Bid Set Pavement Delineation and Signage Plans** – Parisi will update the prior 95 percent pavement delineation and signage plans to subtract the SR-123 / San Pablo Avenue / Washington Avenue intersection. We will update references to the latest State standards. Parisi will coordinate with BKF to update minor civil scope changes in the pavement delineation plans, however, design changes to the pavement and signage are not assumed as part of this proposal.
3. **Updated 95 Percent Electrical (Traffic Signal) Plans** – Parisi will update the prior 95 percent traffic signal plans to subtract the SR-123 / San Pablo Avenue / Washington Avenue intersection. Plan and specification references will be updated to the latest State standards. Parisi will coordinate with BKF to reflect minor civil scope changes in the electrical plans, however, design changes to the traffic signal and lighting beyond subtracted scope are not assumed as part of this proposal.
4. **Updated Specifications and Engineer's Estimate** – Parisi will provide updated project specifications for the pavement delineation, traffic signs and electrical systems (traffic signals) consistent with the latest Caltrans Revised Standard Specifications and latest Standard Special Provisions. Parisi will provide an updated engineer's estimate reflective

of the latest scope of work with item breakdown consistent with Caltrans's latest pay item numbering and description.

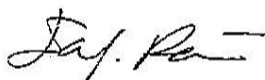
- 5. Supplemental RRFB Plan** – Parisi will design a new Rectangular Rapid Flash Beacon (RRFB) system at the San Pablo Avenue / Castro Street intersection. The design will assume a wirelessly connected system with a solar powered assembly on the east side of San Pablo and a powered assembly on the west side. Parisi will clarify with the City any other changes to the intersection prior to undertaking design (e.g., new curb ramps, median refuge islands, and modified striping). Parisi will assume that the RRFB assemblies will mount onto existing streetlight poles owned by Caltrans and that the west side powered assembly will connect to existing streetlight electrical service. Supplemental push button assembly (PBA) posts will be proposed if needed to satisfy CA MUTCD standards for push button placement. Coordination with Caltrans and PG&E are not assumed as part of this task.

Data collection, traffic analysis and project hearings are not included within the scope of work but may be provided for additional cost. Our fee to provide the above services is \$13,860 as detailed below.

#	Description	Principal Consultant \$290	Managing Consultant \$210	Associate Consultant \$125	Admin \$145	Budget
1	Project Management	2	4		4	\$2,000
2	Update Previous 95% Pavement Delineation & Signage Plan		4	12		\$2,340
3	Update Previous 95% Electrical Plans	1	4	12		\$2,630
4	Update Specifications and Engineer's Estimate	1	4	8		\$2,130
5	Supplemental RRFB Plan	2	8	20		\$4,760
	<b>Total</b>	<b>6</b>	<b>24</b>	<b>52</b>	<b>4</b>	<b>\$13,860</b>

If you find the above scope of work acceptable, please sign and return a copy of this letter. We look forward to working with you.

Sincerely,



Acceptance of Proposal

---

June 9, 2021

David Parisi, PE, TE  
Principal

Name & Company  
Date

cc: Andrew Lee, PE, TE