

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Winslow Way Reconstruction Project Phase 2 Agreement with Heery International		Date: May 14, 2008
Agenda Item: Unfinished Business		Bill No.: 0815
Proposed By: PCD – Chris Wierzbicki	Referral(s):	

BUDGET INFORMATION

Department/Fund: PW and PCD - See Financial Breakdown		Munis Contract # 2700075
Expenditure Req: Encumber \$1,478,217.00 and <i>Authorize \$239,808 for Task Phase I</i>	Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

DESCRIPTION/SUMMARY

ACTION: This agenda is to approve the Phase 2 Agreement with Heery International for design and community/business coordination of the Winslow Way Reconstruction project in the amount of \$1,478,217 and to authorize work on Task Phase 1 of the Agreement in the amount of \$239,808.

BACKGROUND: Staff has negotiated a Phase 2 Agreement with Heery International for the Winslow Way Reconstruction project. The Phase 2 Agreement includes design reconciliation from the preliminary design to reflect community input and council guidance received in the last 5 months, a specified budget, and final engineering for a construction start in spring 2010. Major tasks in the agreement include design and engineering; existing conditions investigation; coordinating with downtown businesses; construction scheduling; permitting and funding; and coordinating with the PAC on public art and are detailed in the attached scope of work. The agreement is organized into task phases; each task phase will require authorization by City Council before the work proceeds.

On May 7, 2008, the City Council requested that the Administration bring forward an agreement with Heery International for Phase 2 of the Winslow Way Reconstruction project design for approval, and for authorization to begin work on the first task phase of the agreement in the amount of \$239,808.00. This task phase for work in May through September 2008 will consist of design and budget reconciliation of the 30% plans in accordance with the \$11.3 million base project, and \$1.4 million in programmatic alternatives for aboveground amenities. The resulting design plans and documentation will be used for grant applications, including one to the State Transportation Improvement Board in August 2008. During the first task phase of work, staff will be working with Council and the community development of the 2009 - 2014 capital improvement plan and funding of the entire project.

FINANCIAL: The 2008 budget for the Winslow Way Reconstruction project is \$1,487,000 (\$1,300,000 in 2008 funding (utility funds) and \$187,000 in carryover bond proceeds from 2007). This first task phase will use the \$187,000 in carryover funds and \$52,808 in new funds, for a total of \$239,808.

RECOMMENDED ACTION

Motion to approve and authorize the Mayor to execute the Phase 2 Agreement with Heery International for design and community/business coordination of the Winslow Way Reconstruction project, encumbering the amount of \$1,478,217, and to authorize work only on Task Phase 1 of the Agreement in an amount not to exceed \$239,808, without further Council approval.

AMENDMENT No. 1

AGREEMENT FOR SERVICES (PROFESSIONAL)
BETWEEN CITY OF BAINBRIDGE ISLAND AND
Heery International, Inc

FOR

Project administration, public outreach, exploration, and design services for the
engineering and development of construction contract documents for the reconstruction of
Winslow Way between Highway 305 and Grow Avenue.

This Amendment No. 1 to the Agreement for Services (Professional), dated the 14th of May, 2008, is between the City of Bainbridge Island, hereinafter referred to as "City " and Heery International, Inc., hereinafter referred to as "Consultant".

WHEREAS, on April 4th, 2007, City and Consultant entered into an Agreement for professional services; and

NOW, City and Consultant agree to amend the original Agreement as follows:

EXHIBIT "A"

1. SCOPE OF SERVICES

Design, engineering, project management, public outreach, and exploration services per Exhibit "A", attached.

2. PAYMENT

The fee of the original Agreement, fixed sum, will be amended to include \$1,478,217.00, the additional services described in Exhibit "A". The amended Agreement shall not exceed \$ 2,414,819.00.

3. TERM and TERMINATION OF AGREEMENT

The amendment Agreement shall be in effect through February 28th, 2010.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 1 as of _____, 2008.

CONSULTANT

CITY OF BAINBRIDGE ISLAND

By: _____

By: _____

By: _____

Darlene Kordonowy, Mayor

Name: James T. Isaf

Name: William E. Heitz

Title: Vice President

Title: President

Phase One Tasks - May through August 2008

Number	Task	Total Fee
P1.01	Evaluate impacts of City value engineering direction on design elements	14,960
P1.02	Two-day charrette to reconcile final design program and final budget	15,740
P1.03	Develop final program reconciliation report and reconciled drawings including: Resubmit sheet series C2.x, C4.x, C5.x, C6.x, C7.x, L2.x. Review sheet series C3.x. No changes for sheet series C0.x, C1.x.	70,303
P1.04	Public Workshops: Assist City with development of announcements, agendas, presentations, displays and handouts. Host and summarize findings. Hold on July 4, 2008.	12,318
P1.05	Assist City with development and distribution of public and property owner noticing and coordination of upcoming site investigation activities.	2,895
P1.06	Review of existing utility connections at/within existing structures - assumes detailed visual examination and photographic and written documentation of interior and exterior conditions at each affected property.	17,911
P1.07	Review of existing structure/foundation condition - assumes detailed visual examination and photographic and written documentation of interior and exterior conditions at each affected property.	16,741
P1.08	Construction planning Interviews with groups of property and business owners.	9,216
P1.09	Assist the City in identifying, researching, and preparing documentation for grants and loans to offset project costs.	6,966
P1.10	Assist the City with the development of graphic materials and presentation materials.	7,189
P1.11	Contract and coordinate with consultant performing underground remote sensing survey at locations of existing art work or significant character-defining features.	4,936
P1.12	Support City-provided required utility isolation, locating parking restrictions, and providing traffic control associated with existing conditions exploration at locations of existing art work or significant character-defining features.	567
P1.13	Contract and coordinate with consultant performing small bore potholing to confirm utility and connection locations at locations of existing art work or significant character-defining features.	8,956
P1.14	Contract and coordinate with consultant performing hazardous materials examination coordinated with pothole locations at locations of existing art work or significant character-defining features.	3,041
P1.15	Contract and coordinate with consultant performing geotechnical examination coordinated with pothole locations at locations of existing art work or significant character-defining features.	5,614
P1.16	Contract and coordinate with consultant performing additional survey coordinated with pothole locations at locations of existing art work or significant character-defining features.	10,866
P1.17	Assist the City with planning and hosting monthly BIDA meetings/second Friday coffees and attend meetings.	1,393
P1.18	Allowance for additional public outreach support: As directed by the City.	4,238
P1.19	Ongoing administration and project management tasks (see detailed breakdown at end of task list).	19,914
EXP	Reimbursable Expenses	6,042
Subtotal Phase One		239,808

Phase Two Tasks - September through December 2008

Number	Task	Total Fee
P2.01	Contract and coordinate with an outside environmental policy consultant to assist and advise the City in development of environmental policy documentation.	10,000
P2.02	Assist the City in development of state and federally-required environmental assessments of project impacts.	4,832
P2.03	Public Workshops: Assist City with development of announcements, agendas, presentations, displays and handouts. Host and summarize findings. Hold on or about September 15, 2008.	12,318
P2.04	Develop construction scheduling alternates based on reconciled design	13,034
P2.05	Assist the City with evaluating existing on-street parking supply and identifying existing demand.	1,784
P2.06	Assist the City in developing alternate strategies for construction-period parking within and outside of project area.	1,814
P2.07	Assist the City in working with downtown property owners to develop mechanisms to solicit and collect financial contributions for specific elements of the project.	4,913
P2.08	Assist the City in conducting a utility rate study for funding of utility components of the project.	-
P2.09	Develop public display of the detailed final design and city process for developing funding alternatives, mount display on Winslow Way.	4,316
P2.10	Contract and coordinate with property acquisition consultant for advice on property acquisition, construction easement agreements, and clear title right-of-way acquisition.	16,130
P2.11	Contract and coordinate with consultant performing additional underground remote sensing survey of downtown core area, limited to work corridors in other locations.	14,873
P2.12	Support City-provided required utility isolation, locating parking restrictions, and providing traffic control associated with existing conditions exploration.	567
P2.13	Contract and coordinate with consultant performing additional small bore potholing to confirm utility and connection locations	30,953
P2.14	Contract and coordinate with consultant performing hazardous materials examination coordinated with additional pothole locations.	10,432
P2.15	Contract and coordinate with consultant performing geotechnical examination coordinated with additional pothole locations	20,722
P2.16	Contract and coordinate with consultants performing Hazardous materials examination and review of the jointly-owned City/County property at the intersection of Winslow and 305.	11,559
P2.17	Contract and coordinate with consultant performing additional survey coordinated with additional pothole locations	26,732
P2.18	Assist the City with providing design documents to PSE, Qwest, Comcast for use in developing initial franchise design	227
P2.19	Assist the City with coordination with PAC on call for artists for works to be incorporated in streetscape. Assistance with engineering and estimating as directed.	4,398
P2.20	Assist the City with coordinating call for local craftspeople for design, production, and installation of needed site furnishings.	5,469

Phase Two Tasks - September through December 2008

Number	Task	Total Fee
P2.21	Assist the City with planning and hosting Neighborhood Roundtable meetings to discuss design and funding. Assume three venues, six displays.	6,400
P2.22	Assist the City with the development of graphic materials and presentation materials.	7,189
P2.23	Assist the City with planning and hosting monthly BIDA meetings/second Friday coffees and attend meetings.	1,393
P2.24	Allowance for additional public outreach support: As directed by the City.	4,238
P2.25	Ongoing administration and project management tasks (see detail at end of task list).	19,914
EXP	Reimbursable Expenses	6,042
Subtotal Phase Two		240,249

Phase Three Tasks - January through September 2009

Number	Task	Total Fee
P3.01	Working with the Bainbridge Island Downtown Association, the Bainbridge Island Chamber of Commerce, downtown businesses, and business counseling consultant, develop a downtown vitality plan to help stores prepare for the challenges of construction.	-
P3.02	Public Workshops: Assist City with development of announcements, agendas, presentations, displays and handouts. Host and summarize findings. Hold on or about January 15th, 2009.	12,318
P3.03	Develop construction-activity-based framework for the business vitality plan incorporating construction planning and phasing, parking and utility coordination, and other required construction activities.	16,264
P3.04	Review and comment on Initial PSE design - assume two meetings with utilities and City	4,191
P3.05	Assist the City with providing written comments to PSE	1,447
P3.06	Develop 75% PS & E documents for Winslow Way from 305 to Madison.	318,945
P3.07	Contract and coordinate with Certified Arborist performing review of existing conditions, engineering proposals, and input on engineering drawings and specifications to assist in retention of existing trees and appropriate growing conditions for new trees.	7,894
P3.08	Internal constructability coordination	8,424
P3.09	Assist the City with coordinating construction schedule conditions with COBI, WSDOT, public safety agencies, public utilities, franchise utilities, and business owners to identify minimum schedule requirements and preferred schedule alternatives.	7,082
P3.10	Coordinate design documents with locations of proposed franchise equipment.	18,459
P3.11	Coordination with COBI for phasing	3,031
P3.12	Develop 90% PS & E documents for Winslow Way from 305 to Madison. City to provide structural engineering review and certification.	249,604
P3.13	Assist the City in the development of a detailed funding plan that outlines fund sources and amounts, interest costs, annual payment obligations, matching requirements, and average annual obligations of the City, ratepayers and households.	-
P3.14	Develop final construction-period parking plans	2,060
P3.15	Public Workshops: Assist City with development of announcements, agendas, presentations, displays and handouts. Host and summarize findings. Hold on July 4, 2009.	12,318
P3.16	Assist the City with development of NPDES permit documents	2,003
P3.17	Assist the City with negotiations of contract and schedule agreements with PSE, Qwest, Comcast	5,073
P3.18	Develop public display of the construction schedule, final funding plans, and construction-phase business vitality and parking plans plans, mount display on Winslow Way.	6,475
P3.19	Assist the City with planning and hosting Neighborhood Roundtable meetings to discuss construction and business vitality planning. Assume three venues, six displays.	7,263
P3.20	Assist the City with the development of graphic materials and presentation materials.	16,090

Phase Three Tasks - January through September 2009

Number	Task	Total Fee
P3.21	Develop final contract conditions for preferred construction schedules and incorporate into bid documents.	12,423
P3.22	Incorporate downtown construction impact mitigation planning into bid documents.	8,093
P3.23	Incorporate final construction-period parking mitigation plans into contract documents.	5,502
P3.24	Contract and coordinate with a third party constructability consultant for constructability review.	11,447
P3.25	Develop Bid Documents for Winslow Way from 305 to Madison.	130,598
P3.26	Assist the City with planning and hosting monthly BIDA meetings/second Friday coffees and attend meetings.	3,070
P3.27	Allowance for additional public outreach support: As directed by the City.	9,486
P3.28	Ongoing administration and project management tasks (see detail at end of task list).	45,266
EXP	Reimbursable Expenses	13,523
Subtotal Phase Three		938,349

Phase Four Tasks - October and November 2009

Number	Task	Total Fee
P4.01	Assist the City with advertising the project for bid.	-
P4.02	Respond to bidder questions	18,245
P4.03	Prepare addenda	14,698
P4.04	Assist the City with receipt and evaluation of bids for responsiveness	1,257
P4.05	Assist the City with the development of graphic materials and presentation materials.	3,766
P4.06	Review low bidder's references and prepare recommendation for city	2,418
P4.07	Assist City with preparation of construction contract for council action.	1,447
P4.08	Assist the City with planning and hosting monthly BIDA meetings/second Friday coffees and attend meetings.	718
P4.09	Allowance for additional public outreach support: As directed by the City.	2,220
P4.10	Ongoing administration and project management tasks (see detail at end of task list).	11,878
	Reimbursable Expenses	3,165
Subtotal Phase Four		59,811

Ongoing Tasks - Administration

Number	Task	Total Fee
A.01	Assist the City with program coordination with agencies administering grant funds	Fee included within phases, above
A.02	Document control - manage record-keeping and document filing.	"
A.03	Team coordination - information requests, requests for meeting, coordination between team members, etc.	"
A.04	Provide weekly updates and progress report at weekly coordination meeting with City Staff	"
A.05	Provide monthly report to COBI with updated budget, schedules, and accomplishments along with monthly invoice.	"

Ongoing Tasks - Project Management

Number	Task	Total Fee
PM.01	Coordinate with geotechnical engineer, arborist	Fee included within phases, above
PM.02	Prepare and update project budgets	"
PM.03	Prepare and update project schedule	"
PM.04	Provide updated estimates at design milestones and regular updates	"
PM.05	QA/QC cycle at milestone deliveries	"

Phases one through four total fee \$ 1,478,217