AGREEMENT FOR PROFESSIONAL SERVICES
WITH CSWST2 FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR
CALIFORNIA DRIVE CLASS I BIKE IMPROVEMENTS, PHASE 2 PROJECT

CITY PROJECT NO. 86470

THIS AGREEMENT is entered into this _____ day of _____, 2026, by and between the City of Burlingame, State of California, herein called the "City", and **CSWST2** engaged in providing **Professional Engineering** services herein called the "Consultant".

RECITALS

A. The City is considering for consultant to provide professional engineering design services to assist the City with the California Drive Class I Bike Improvements, Phase 2, City Project No. 86470.

B. The City desires to engage a professional engineering consultant to provide assistance with design services because of Consultant's experience and qualifications to perform the desired work, described in Exhibit A.

C. The Consultant represents and affirms that it is qualified and willing to perform the desired work pursuant to this Agreement.

AGREEMENTS

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

1. Scope of Services. The Consultant shall provide professional engineering services such as project management functions, feasibility analysis, parking assessment, final plans, specifications, and estimate, and bid services, and as detailed in "Scope of Services" of the attached Exhibit A of this agreement.

2. Time of Performance. The services of the Consultant are to commence upon the execution of this Agreement with completion of all work by June 30, 2027.

3. Compliance with Laws. The Consultant shall comply with all applicable laws, codes, ordinances, and regulations of governing federal, state and local laws. Consultant represents and warrants to City that it has all licenses, permits, qualifications and approvals of whatsoever nature which are legally required for

Consultant to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement any licenses, permits, and approvals which are legally required for Consultant to practice its profession. Consultant shall maintain a City of Burlingame business license.

4. Sole Responsibility. Consultant shall be responsible for employing or engaging all persons necessary to perform the services under this Agreement.

5. Information/Report Handling. All documents furnished to Consultant by the City and all reports and supportive data prepared by the Consultant under this Agreement are the City's property and shall be delivered to the City upon the completion of Consultant's services or at the City's written request. All reports, information, data, and exhibits prepared or assembled by Consultant in connection with the performance of its services pursuant to this Agreement are confidential until released by the City to the public, and the Consultant shall not make any of these documents or information available to any individual or organization not employed by the Consultant or the City without the written consent of the City before such release. The City acknowledges that the reports to be prepared by the Consultant pursuant to this Agreement are for the purpose of evaluating a defined project, and City's use of the information contained in the reports prepared by the Consultant in connection with other projects shall be solely at City's risk, unless Consultant expressly consents to such use in writing. City further agrees that it will not appropriate any methodology or technique of Consultant which is and has been confirmed in writing by Consultant to be a trade secret of Consultant.

6. Compensation. Compensation for Consultant's professional services shall not exceed $225,687; and payment shall be based upon City approval of each task. Billing shall include current period and cumulative expenditures to date and shall be accompanied by a detailed explanation of the work performed by whom at what rate and on what date. Also, plans, specifications, documents or other pertinent materials shall be submitted for City review, even if only in partial or draft form.

7. Availability of Records. Consultant shall maintain the records supporting this billing for not less than three (3) years following completion of the work under this Agreement. Consultant shall make these records available to authorized personnel of the City at the Consultant's offices during business hours upon written request of the City.

8. Project Manager. The Project Manager for the Consultant for the work under this Agreement shall be Julia Harberson, PE, LEED AP.

9. Assignability and Subcontracting. The services to be performed under this Agreement are unique and personal to the Consultant. No portion of these services shall be assigned or subcontracted without the written consent of the City.

10. Notices. Any notice required to be given shall be deemed to be duly and properly given if mailed postage prepaid, and addressed to:

To City: Andrew Yang, PE
Senior Civil Engineer
City of Burlingame
501 Primrose Road
Burlingame, CA 94010

To Consultant: Julia Harberson, PE, LEED AP
Project Manager
CSWST2
303 Twin Dolphins Drive Redwood Shores, 6th Floor
Redwood City, CA 94065

or personally delivered to Consultant to such address or such other address as Consultant designates in writing to City.

11. Independent Contractor. It is understood that the Consultant, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and not an agent or employee of the City. As an independent contractor he/she shall not obtain any rights to retirement benefits or other benefits which accrue to City employee(s). With prior written consent, the Consultant may perform some obligations under this Agreement by subcontracting, but may not delegate ultimate responsibility for performance or assign or transfer interests under this Agreement.

Consultant agrees to testify in any litigation brought regarding the subject of the work to be performed under this Agreement. Consultant shall be compensated for its costs and expenses in preparing for, traveling to, and testifying in such matters at its then current hourly rates of compensation, unless such litigation is brought by Consultant or is based on allegations of Consultant's negligent performance or wrongdoing.

12. Conflict of Interest. Consultant understands that its professional responsibilities is solely to the City. The Consultant has and shall not obtain any holding or interest within the City of Burlingame. Consultant has no business holdings or agreements with any individual member of the Staff or management of the City or its representatives nor shall it enter into any such holdings or agreements. In addition, Consultant warrants that it does not presently and shall not acquire any direct or indirect interest adverse to those of the City in the subject of this Agreement, and it shall immediately disassociate itself from such an interest should it discover it has done so and shall, at the City's sole discretion, divest itself of such interest. Consultant shall not knowingly and shall take reasonable steps to ensure that it does not employ a person having such an interest in this performance of this Agreement. If after employment of a person, Consultant discovers it has employed a person with a direct or indirect interest that would conflict with its performance of this Agreement, Consultant shall promptly notify City of this employment relationship, and shall, at the City's sole discretion, sever any such employment relationship.

13. Equal Employment Opportunity. Consultant warrants that it is an equal opportunity employer and shall comply with applicable regulations governing equal employment opportunity. Neither Consultant nor its subcontractors do and neither shall discriminate against persons employed or seeking employment with them on the basis of age, sex, color, race, marital status, sexual orientation, ancestry, physical or mental disability, national origin, religion, or medical condition, unless based upon a bona fide occupational qualification pursuant to the California Fair Employment & Housing Act.

14. Insurance.

A. Minimum Scope of Insurance:

i. Consultant agrees to have and maintain, for the duration of the contract, General Liability insurance policies insuring him/her and his/her firm to an amount not less than: One million dollars ($1,000,000) combined single limit per occurrence and two million dollars ($2,000,000) aggregate for bodily injury, personal injury and property damage in a form at least as broad as ISO Occurrence Form CG 0001.

ii. Consultant agrees to have and maintain for the duration of the contract, an Automobile Liability insurance policy ensuring him/her

and his/her staff to an amount not less than one million dollars ($1,000,000) combined single limit per accident for bodily injury and property damage.

iii. Consultant agrees to have and maintain, for the duration of the contract, professional liability insurance in amounts not less than two million dollars ($2,000,000) each claim/aggregate sufficient to insure Consultant for professional errors or omissions in the performance of the particular scope of work under this agreement.

iv. 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 the City, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

B. General and Automobile Liability Policies:

i. The City, its officers, officials, employees and volunteers are to be covered as insured as respects: liability arising out of activities performed by or on behalf of the Consultant; products and completed operations of Consultant, premises owned or used by the Consultant. The endorsement providing this additional insured coverage shall be equal to or broader than ISO Form CG 20 10 11 85 and must cover joint negligence, completed operations, and the acts of subcontractors. This requirement does not apply to the professional liability insurance required for professional errors and omissions.

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

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

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

C. Workers' Compensation and Employers Liability Coverage:

i. In addition to these policies, Consultant shall have and maintain Workers' Compensation insurance as required by California law. Further, Consultant shall ensure that all subcontractors employed by Consultant provide the required Workers' Compensation insurance for their respective employees.

ii. The insurer shall agree to waive all rights of subrogation against the City of Burlingame, its officers, officials, employees, or volunteers for losses arising from work performed by the Company for the City of Burlingame.

D. All Coverages: Each insurance policy required in this item shall be endorsed to state that coverage shall not be canceled except after thirty (30) days' prior written notice by mail, has been given to the City (10 days for non-payment of premium). Current certification of such insurance shall be kept on file at all times during the term of this agreement with the City Clerk.

E. Acceptability of Insurers: Insurance is to be placed with insurers with a Best's rating of no less than A-:VII and authorized to do business in the State of California.

F. Verification of Coverage: Upon execution of this Agreement, Contractor shall furnish the City with certificates of insurance and with original endorsements effecting coverage required by this clause. 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 approved by the City. All certificates and endorsements are to be received and approved by the City before any work commences. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

15. Indemnification. To the fullest extent permitted by law, Consultant shall save, keep and hold harmless indemnify and defend the City, its officers, employees, authorized agents and volunteers from all damages, liabilities, penalties, costs, or expenses in law or equity, including but not limited to attorneys' fees, that may at any time arise, result from, relate to, or be set up because of damages to property or personal injury received by reason of, or in the course of performing work which arise out of, pertain to, or relate to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, or any of the Consultant's officers, employees, or agents or any subconsultant. This provision shall not apply if the damage or injury is caused by the sole negligence, active negligence, or willful misconduct of the City, its officers, agents, employees, or volunteers.

16. Waiver. No failure on the part of either party to exercise any right or remedy hereunder shall operate as a waiver of any other right or remedy that party may have hereunder, nor does waiver of a breach or default under this Agreement constitute a continuing waiver of a subsequent breach of the same or any other provision of this Agreement.

17. Governing Law. This Agreement, regardless of where executed, shall be governed by and construed under the laws of the State of California. Venue for any action regarding this Agreement shall be in the Superior Court of the County of San Mateo.

18. Termination of Agreement. The City and the Consultant shall have the right to terminate this agreement with or without cause by giving not less than fifteen (15) days written notice of termination. In the event of termination, the Consultant shall deliver to the City all plans, files, documents, reports, performed to date by the Consultant. In the event of such termination, City shall pay Consultant an amount that bears the same ratio to the maximum contract price as the work delivered to the City bears to completed services contemplated under this Agreement, unless such termination is made for cause, in which event, compensation, if any, shall be adjusted in light of the particular facts and circumstances involved in such termination.

19. Amendment. No modification, waiver, mutual termination, or amendment of this Agreement is effective unless made in writing and signed by the City and the Consultant.

20. Entire Agreement. This Agreement constitutes the complete and exclusive statement of the Agreement between the City and Consultant. No terms, conditions, understandings or agreements purporting to modify or vary this Agreement, unless hereafter made in writing and signed by the party to be bound, shall be binding on either party.

IN WITNESS WHEREOF, the City and Consultant have executed this Agreement as of the date indicated on page one (1).

City of Burlingame

By _____
Lisa K. Goldman
City Manager

Approved as to form:

_____
City Attorney – Michael Guina

ATTEST:

_____
City Clerk - Meaghan Hassel-Shearer

"Consultant"

_____
CSWST2
Print Name:
Title:

Exhibit A

City of Burlingame

Professional Services for Design of California Drive Class I Bike Improvements (Oak Grove Ave to North Lane) Project

JANUARY 30, 2026

CSW ST2

Table of Contents

January 30, 2026

City of Burlingame
Attention: Andrew Yang
501 Primrose Road
Burlingame, CA 94010
ayang@burlingame.org

Subject: **Proposal for Professional Services for Design of California Drive Class I Bike Improvements (Oak Grove Ave to North Lane) Project**

Dear Mr. Yang:

CSWST2 submits this proposal to continue supporting the City of Burlingame's work along California Drive, building on prior planning, environmental review, and concept development to advance the Class I Bike Improvement Project between Oak Grove Avenue and North Lane into final design and implementation. Our team has been involved in earlier phases of this corridor's evolution, including support for the California Drive Initial Study between Burlingame Avenue and the City limits, and brings continuity of knowledge that allows the project to move forward efficiently and deliberately.

The California Drive corridor presents a unique set of challenges, including frequent driveways, complex intersections at Oak Grove Avenue and North Lane, proximity to Caltrain facilities, and competing demands between pedestrians, bicyclists, and vehicles within a constrained right-of-way. CSWST2 understands these conditions through direct experience and through our broader work with the City, including planning and outreach for the North Rollins Road Bicycle and Pedestrian Improvement Project and grant assistance efforts along Old Bayshore Highway. This local experience informs our approach to refining designs that are technically sound, context-sensitive, and responsive to community concerns.

Building on the preferred concept advanced by Kimley-Horn, our proposal outlines a focused approach to advancing the project through final PS&E and construction support. Emphasis is placed on clear and safe transitions between bicycle facilities, careful intersection design, coordination with Caltrain and utilities, and ongoing cost validation to maintain alignment with the project budget and funding requirements. Community outreach remains integral to our work, supporting informed participation and constructive feedback as design decisions are refined.

We appreciate the opportunity to support your team and the Burlingame community in performing the professional engineering services for California Drive Class I Shared Use Path Project. Please find enclosed our scope of work, schedule, and fee for your review and consideration.

If we can provide any additional information, please contact Julia at 415.884.6443 or juliah@cswst2.com.

Sincerely,

CSWST2

Robert Stevens, PE, TE
President & Principal in Charge

Julia Harberson, PE, LEED AP
Project Manager

Executive Summary

Project Understanding

The City of Burlingame is advancing the California Drive Class I Bike Improvement Project to close a critical gap in the City's bicycle and pedestrian network between Oak Grove Avenue and North Lane. This 0.4-mile segment of California Drive is a high-stress, high-injury corridor that serves as a key east–west connection between downtown Burlingame, nearby schools, parks, commercial areas, and Caltrain Station. Improving safety and comfort along this corridor is central to the City's Vision Zero Action Plan, Bicycle and Pedestrian Master Plan, and broader Complete Streets goals.

The project builds on several years of planning, environmental review, and concept development. Kimley-Horn advanced preliminary engineering and identified a preferred alternative that introduces a Class I shared-use path along the north side of California Drive. CSWST2 understands the technical and contextual challenges of this corridor, including frequent driveways, complex intersections at Oak Grove Avenue and North Lane, proximity to Caltrain facilities, and the need to carefully manage interactions between pedestrians, bicyclists, and vehicles within a constrained right-of-way.

Continuity from Prior Planning and Environmental Review

CSWST2 has been directly involved in earlier phases of work along California Drive, including support for the California Drive Initial Study adjacent to this project. Through this effort, our team developed a detailed understanding of corridor constraints, community concerns, and the environmental considerations that shaped the current preferred concept. This familiarity allows us to advance the project efficiently into final design while maintaining consistency with prior analysis, public input, and City decision-making.

CSWST2's involvement in earlier phases of work along California Drive provides continuity as the project advances from the preferred concept into PS&E. This background allows the team to focus design effort on key transition areas, intersection conditions, and coordination requirements, while maintaining consistency with prior technical analysis, public input, and City direction. Coordination with Caltrain, utilities, and other stakeholders will continue as design is refined.

Local Experience in Burlingame

CSWST2 brings recent, hands-on experience supporting the City of Burlingame on active transportation and multimodal projects. Our team led planning and outreach for the North Rollins Road Bicycle and Pedestrian Improvement Project, where we worked closely with City staff and the community to evaluate safety concerns, test design concepts, and balance multimodal needs in a highly visible corridor. We have also supported grant assistance efforts along Old Bayshore Highway, helping the City advance projects that improve connectivity and safety while aligning with regional and state funding programs.

This local experience provides our team with a strong understanding of Burlingame's design standards, coordination processes, and community expectations, allowing us to deliver projects efficiently and with continuity.

Design Approach

Our design approach focuses on refining the preferred Class I concept to provide safe, intuitive, and continuous bicycle and pedestrian facilities along California Drive. Particular emphasis will be placed on intersection design at Oak Grove Avenue and North Lane, where changes in facility type, traffic operations, and pedestrian movements require careful coordination of geometry, signal operations, lighting, and ADA-compliant crossings.

We will evaluate opportunities to reduce conflict points through intersection reconfiguration,

midblock crossings, refuge islands, and traffic calming measures, consistent with Vision Zero principles. Design decisions will be informed by field verification, coordination with utilities and Caltrain, and ongoing cost validation to ensure alignment with the anticipated construction budget. Landscape buffers and streetscape elements will be integrated to enhance safety and durability while reinforcing the corridor's sense of place.

Outreach and Project Delivery

Meaningful community engagement is essential to the success of transportation projects in Burlingame. Building on prior ATP, Vision Zero, and California Drive outreach, our team will implement a robust engagement strategy that includes in-person meetings, targeted stakeholder coordination, and full-scale demonstration mockups. These tools help community members visualize proposed improvements and provide informed, constructive feedback.

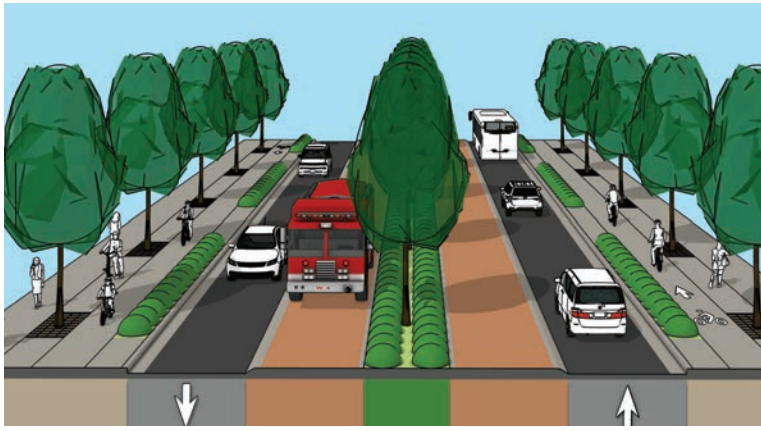
CSWST2 will manage the project from preliminary design through final PS&E and construction support, with clear milestones at the 35%, 65%, and 100% design levels. Our project management and quality control processes emphasize clear communication, disciplined coordination across disciplines, and thorough internal reviews to deliver a complete, constructible set of documents. Through continuity of knowledge, local experience, and a collaborative approach, CSWST2 is prepared to support the City of Burlingame in delivering a safe, connected, and community-supported Class I facility along California Drive.

North Rollins Road Bicycle and Pedestrian Improvements, Burlingame

Design Approach

With experience in planning, designing, and facilitating the construction of bike and pedestrian facilities, including multiple Bay Trail segments, our team comprehends the intricate balance required among stakeholder interests, development and maintenance expenses, approval processes, and securing funding to devise effective solutions. Our approach focuses on the following elements.

- DESIGN UPON EXPERIENCE. Over the last 5 years, our team has not only planned and designed, but also supported construction and received community feedback on many miles of bicycle facilities in Burlingame, Dublin, El Cerrito, San Rafael, and Richmond. This experience has taught us many lessons, including the awareness that Class I bicycle facilities are often not supported when frequent driveways and intersections are present, in dense, high-volume pedestrian zones, or where areas of on-street parking could be impacted. Segments of California Drive meet these conditions. The design of these facilities is ever-evolving, and members of our team collaborate with East Bay Bike, NACTO advisors, and Caltrans to develop Complete Streets policies.
- OUTREACH. Planning major transportation projects requires a robust outreach process that uses both online and in-person methods. We propose to build on the community participation findings from the ATP process, expanding engagement to reach people who live and work along this segment of California Drive. We will also meet in small groups or one-on-one conversations with key stakeholder groups, including public utilities, emergency services, and Caltrain, to review options and understand their needs.



High-quality renderings translate technical design concepts into clear visuals, enabling community members and stakeholders to visualize proposed improvements and provide informed, actionable feedback.

To meet the community where they are, we attended the Burlingame Farmers Market to discuss the North Rollins Road Bicycle and Pedestrian Improvement Project and the California Drive Initial Study.

- DESIGNING TO BUDGET. Construction cost escalation and market variability are recognized considerations for transportation projects of this scale. To address these uncertainties and deliver projects on budget, our team remains vigilant in tracking economic conditions closely. We are proactive in our design and bidding approach, adapting to market dynamics and making informed decisions to optimize project costs. This approach allows design refinements to be evaluated proactively and adjusted as needed to maintain budget alignment.
- FUNDING. CSWST2 has experience supporting agencies in delivering projects funded through a variety of local, regional, state, and federal sources. Our team recognizes that integrating street improvement elements that are safe, durable, and reinforce the sense of place into the existing built environment can be expensive. Often, there is no single funding source that can support their development. In our planning process, we seek multiple benefits to encourage a diverse array of funds. For California Drive, a combination of funds from Urban Greening, Bay Trail, HSIP, and placemaking/keeping grants, such as OBAG, could be leveraged to develop the project. Our team has strong experience supporting agencies throughout the Bay Area, preparing and securing grants, including $18 million for the San Lorenzo Creekway Class 1 trail for the Hayward Area Recreational District. While funding strategies are led by the City, our team supports design decisions that remain consistent with funding constraints and eligibility considerations.

Our team has the skills and experience to support the Burlingame community's efforts to transform North Rollins Road into a bicycle- and pedestrian-friendly street ready to serve the next generation of residents.

From our experience, we have developed the following work plan.

Last January, our team celebrated the opening of a two-way cycletrack along Fourth Street in San Rafael. This is a segment of the Cross Marin trail and is an important component of the City's Safe Routes to Schools network.

We finalized the planning of Class IV bikeways along Village Parkway in the City of Dublin and supported the City in securing $4 million in STIP funding. The next phase is final design and CEQA/NEPA compliance.

Work Plan

TASK 1: PROJECT MANAGEMENT

In this initial phase, our team will develop outreach strategies and support the City by overseeing the overall management of our design team. We will continue validating the design to ensure it aligns with the budget and the community's expectations.

1.1 PROJECT KICKOFF. Key members of our team will host a meeting with City staff and stakeholders to review project goals, past work completed, priority project objectives, and develop a project schedule that generally follows the schedule outlined below.

1.2 COORDINATION MEETINGS. Our team will attend up to six (6) meetings with other agencies, utilities, and stakeholders to resolve specific issues as needed. This Task assumes the City will continue to lead coordination efforts with SFPUC for work within and adjacent to their right-of-way.

1.3 OUTREACH STRATEGY. We will refine the outreach strategy, including establishing the project's messaging. This will include a series of in-person meetings throughout the design process and during construction. Refinement of the outreach strategy will include the development of an informal webpage for the project providing the project description, map, and schedule, along with announcements of in-person meetings and a contact form.

1.4 CONTRACT MANAGEMENT. CSWST2 will be responsible for the overall management of our design team, including the following:

A. Project Management. CSWST2 will manage the design team as well as track progress, schedule, and budget. We will be responsible for documenting all design decisions and keeping an official record of the project. Furthermore, we will submit monthly progress reports identifying tasks completed, budget status, and issues status.

B. Bi-Weekly Coordination Meetings. Our Team will attend bi-weekly virtual meetings with the City to provide Project updates and ensure the Project design is advancing in alignment with the City's objectives

C. Quality Control/ Assurance. A member of our team, who is not part of the design portion of the team, will complete internal reviews of our documents for errors, perform a constructability review, and validate coordination between disciplines.

Task 1 Deliverables. We will provide electronic (PDF and native format) of the following documents:

- Updates to project schedule
- Outreach strategy
- Meeting agendas, presentation, and minutes.

TASK 2: PRELIMINARY DESIGN (35% DESIGN SUBMITTAL)

In this initial phase, our team will validate and gather existing information for California Drive. Our team will refine the California Drive concept prepared by Kimley-Horn and develop conceptual alternatives based on initial community feedback. We will develop a 35% design based on the conceptual alternatives and feedback provided by community users and the City in alignment with the Bicycle and Pedestrian Master Plan. Our team will continue to validate the design to ensure it is consistent with the budget and the community's expectations.

2.1 DATA COLLECTION AND FIELD REVIEW. To support the design effort and refine the extent of technical studies required, our team will complete the following:

A. Data Collection. The team will collect and review the following documents:

- As-Built Records
- 2020 Bicycle and Pedestrian Master Plan
- 2023 North Rollins Specific Plan

B. Field Review. Our team will perform a site walk.

2.2 EXISTING CONDITIONS MAPPING. Our team will coordinate with utility companies to obtain existing utility mapping.

2.3 CONCEPTUAL ALTERNATIVES. The project proposes to integrate a Class I Shared Use path along Califor-

nia Drive, closing a critical gap between Oak Grove Avenue and North Lane. We will validate the proposal to remain consistent with the latest design standards and modify it as necessary to accommodate site conditions. This will include the development of up to two (2) conceptual plans. The plans will be shared with City staff for feedback ahead of advancing to 35% plan development.

2.4 PRELIMINARY ENGINEERING (35% PLANS). Using the existing conditions and community feedback, our team will refine the design that includes the following elements:

A. Civil Plans. To document this design, we will prepare the following plans in accordance with the Caltrans' Plan Preparation Manual:

- Title, Key Map
- Typical Sections
- Layout Plans (1"=20' scale)
- Utility Sheets (1"=20' scale)

B. Landscape Plans. We will prepare the following landscape and irrigation plans to include the following:

- Preliminary Landscape Plan
- Preliminary Landscape and Irrigation Notes
- Comprehensive Planting Schedule
- Preliminary Irrigation Plan
- Preliminary Water Use Calculations

C. Traffic Signal Plans. We will prepare Traffic Signal Plans to include the following information:

- Pedestrian Push Button Pole(s), Traffic Signal Pole(s), and Mast arm(s) location
- Traffic Signal Plans

2.5 OPINION OF PROBABLE CONSTRUCTION COSTS (OPCC). We will develop a cost model consistent with the 35% documents and aligned with the budgets from the various funding sources.

2.6 LIGHTING ANALYSIS. CSWST2 will perform a photometric analysis along two (2) locations, Oak Grove Avenue to the Roundabout and the Roundabout to North Lane on California Drive, to verify that lighting levels and uniformity ratios comply with City and State standards. The analysis will be based on the City's standard luminaries and guidelines from the Illuminating Engineering Society (IES).

A. Technical Memorandum. CSWST2 will prepare a Lighting Analysis Memorandum summarizing the findings of the lighting analysis and providing recommendations.

B. Exhibit. Our team will prepare an exhibit with the results of the lighting analysis.

2.7 APPLICATIONS & PERMITS. Our team will coordinate with the CPUC and Caltrain to ensure the proposed improvements comply with their infrastructure.

A. CPUC/Caltrain (GO88-B Support). We will prepare the application GO 88-B or Form G as necessary to obtain approval from CPUC and Caltrain.

B. Coordination/Meetings. We will coordinate with CPUC and Caltrain to determine the need for either application GO 88-B or Form G. This task assumes one field diagnostic team meeting and up to two (2) virtual meetings with the City, CPUC, or Caltrain

2.8 OUTREACH. Our team will continue to build on the outreach strategy developed in Task 1.3 as follows:

A. In-Person Meeting. Our team will conduct two (2) in-person meetings to receive community feedback on the needs and challenges to California Drive users prior to and/or concurrently with the development of the conceptual alternatives.

2.9 CONTRACT MANAGEMENT. CSWST2 will be responsible for the overall management of our design team, including the following:

A. Project Management. CSWST2 will manage the design team as well as track progress, schedule, and budget. We will be responsible for documenting all design decisions and keeping an official record of the project. Furthermore, we will submit monthly progress reports identifying tasks completed, budget status, and issues status.

B. Quality Control/ Assurance. We will implement the QA/QC process established in Task 1.4.

C. Review Meeting. CSWST2 will attend one (1) virtual meeting during this phase to address City Comments and any design changes.

Task 2 Deliverables. We will provide electronic (PDF and native format) of the following documents:

- Updates to project schedule
- Existing Conditions mapping
- Conceptual Alternatives
- 35% Preliminary design submittal (22x34) including exhibits and reports.
- 35% Opinion of probable construction costs
- Application GO 88-B or Form G
- Meeting agendas, presentation, and minutes.

TASK 3: INTERMEDIATE DESIGN (65% DESIGN SUBMITTAL)

With approval of the preliminary 35% design, our team will advance the plans, accounting for community feedback, and prepare documents to the 65% level of completion.

3.1 STREETSCAPE PLANS, SPECIFICATIONS, AND ESTIMATE (65%). With approval of the preliminary design (35% design), our team will add additional details, vertical design, and plan sheets to the 35% plan set as described in Task 2.4 and advance the documents to the 65% level of completion. Additionally, our team will identify potential additional improvements and conflicts. This includes the following:

A. Civil Plans. The following plan sheets will be added to the plan set:

- General Notes
- Demolition Plan
- Signing and Striping Plan
- Driveways and Curb Ramps Enlargements (1"=5' scale)
- Construction Details
- Lighting Plans

B. Landscape Plans. We will add additional details to the 35% plan set.

C. Traffic Plans. We will add additional details to the 35% plan set described in Task 2.4.C to include the following plan sheets:

- Title Sheet
- Traffic Signal Equipment Schedules Sheet
- Specifications Sheet
- Construction Details

D. 65% OPCC. We will update our cost model consistent with the design and funding program.

E. 65% Technical Specifications. Our team will develop Technical Specifications in the City standard format for the project, consistent with Federal requirements. We will integrate the City's front-end specifications into the contract documents.

3.2 OUTREACH. Our team will continue to build on the outreach strategy developed in Task 1 as follows:

A. In-Person Meeting. Our team will conduct one (1) in-person meeting to receive community feedback on the needs and challenges of California Drive users on the conceptual alternatives.

B. Traffic Safety & Parking Commission. We will present our findings to the Traffic Safety & Parking Commission after completion of 65% design documents.

3.3 CONTRACT MANAGEMENT. CSWST2 will be responsible for the overall management of our design team, including the following:

A. Project Management. CSWST2 will manage the design team as well as track progress, schedule, and budget. We will be responsible for documenting all design decisions and keeping an official record of the project. Furthermore, we will submit monthly progress reports identifying tasks completed, budget status, and issues status.

B. Quality Control/Assurance. We will implement the QA/QC process established in Task 1.4.

C. Review Meeting. CSWST2 will attend one (1) virtual meeting during this phase to address City Comments and any design changes.

Task 3 Deliverables. We will provide electronic (PDF and native format) of the following documents:

- Updates to project schedule
- 65% Plans, OPCC and Technical Specifications
- Meeting agendas, presentation, and minutes.

TASK 4: FINAL DESIGN (100% DESIGN SUBMITTAL)

With approval of the intermediate (65%) design, our team will advance the plans and documents to the 90% and 100% levels of completion for bidding.

4.1 STREETSCAPE PLANS, SPECIFICATIONS, AND ESTIMATE (90%). With approval of the intermediate design (65% design), our team will advance the following documents, as described in Task 3.1, to the 90% level:

A. Civil Plans. We will update the plans and provide additional details as necessary.

B. Landscape Plans. We will update and finalize the preliminary plans as described in Task 2.4B and provide additional details as necessary.

C. Traffic Signal Plans. We will update the plans and provide additional details as necessary.

D. 90% OPCC. We will update our cost model consistent with the design and funding program.

E. 90% Technical Specifications. Our team will develop Technical Specifications in the City standard format for the project, consistent with Federal requirements. We will integrate the City's front-end specifications into the contract documents.

4.2 FINAL PLANS & DOCUMENTS (100% PS&E). With approval of the 90% design documents, our team will respond to final comments and prepare the documents for bidding. This includes the following:

A. Civil Plans. We will finalize the plans for bidding.

B. Landscape Plans. We will finalize the plans for bidding.

C. Traffic Signal Plans. We will finalize the plans for bidding.

D. 100% OPCC. We will update our cost model consistent with the design and funding program.

E. 100% Technical Specifications. We will update the technical specifications with the design.

4.3 OUTREACH. Our team will continue to build on the outreach strategy developed in Task 1 as follows:

A. Traffic Safety & Parking Commission or City Council. We will present our final design to the Traffic Safety & Parking Commission or City Council after completion of 90% design documents.

4.4 CONTRACT MANAGEMENT. CSWST2 will be responsible for the overall management of our design team, including the following:

A. Project Management. CSWST2 will manage the design team as well as track progress, schedule, and budget. We will be responsible for documenting all design decisions and keeping an official record of the project. Furthermore, we will submit monthly progress reports identifying tasks completed, budget status, and issues status.

B. Quality Control/Assurance. We will implement the QA/QC process established in Task 1.4.

C. Review Meeting. CSWST2 will attend one (1) virtual meeting during this phase to address City Comments and any design changes.

Task 4 Deliverables. We will provide electronic (PDF and native format) of the following documents:

- Updates to project schedule
- 90% Plans, OPCC and Technical Specifications
- Final Document Submittals
- Meeting agendas, presentation, and minutes.

TASK 5: BIDDING AND CONSTRUCTION SUPPORT

5.1 BIDDING SUPPORT. Our team will assist during the bidding phase by assisting in outreach, attending the pre-bid meeting, responding to contractor requests for information, preparing bid addenda as necessary, and reviewing bids submitted.

5.2 CONSTRUCTION SUPPORT. Construction-phase services will be provided to support implementation of the approved design and may include attending a pre-construction meeting, responding to RFIs, reviewing submittals, conducting site visits, and assisting with change order review as requested by the City.

5.3 FINAL AS-BUILT DRAWINGS. After construction, we will prepare record drawings based on the contractor's markups.

Task 5 Deliverables. We will provide electronic (PDF and native format) of the following documents:

- Bid addenda.
- Conform plan and specifications for use in construction.
- Digital files
- Submittal review.
- Response to request for information.
- Summary of field visits.
- Final as-built records.

Design Features

In 2020, Burlingame's City Council adopted the update to the Bicycle and Pedestrian Master Plan to guide city staff, developers, and residents to build a balanced transportation system. The Master Plan update's goal was to establish a city-wide transportation system where active modes were supported and accessible to create a comprehensive, connected, and accessible bicycle and pedestrian network.

In 2024, the California Drive Bicycle Facility Project (California Drive between Broadway & Oak Grove Avenue) was completed, leaving a gap in the City's bicycle and pedestrian network in a critical location connecting nearby schools, parks, Caltrain station, and the Burlingame Downtown commercial areas. As a part of the City's Vision Zero Action Plan, community members raised concerns about the intersections at Oak Grove Ave and North Lane, as well as the change in the level of bicycle facilities. Balancing the needs of vehicles, pedestrians, and bicycles at the intersections, as well as considering the Caltrain facilities, will be a key challenge in ensuring smooth transitions to the bicycle facilities on the other segments of California Drive.

California Drive is a major cross-town arterial road connecting Burlingame to the downtown area, which was first developed in the 1900's, growing from the historic Burlingame Railroad Station, now Caltrain Burlingame Station. Burlingame Downtown Specific Plan, amended in 2018, identified this segment of California Drive as the North California Drive Commercial District and the Burlingame Avenue Commercial District. The proximity of the downtown commercial zone and Caltrain station presents the potential for pedestrian and bicycle conflicts. Reducing impact points between pedestrians and bicycles, as well as vehicles, will be a key challenge.

The 2020 Bicycle and Pedestrian Master Plan identified this segment of the California Drive corridor as a High-Injury Network and High-Stress Crossing Corridor for users. During the concept phase, Kimley-Horn provided concept alternatives of which the City ultimately selected the alternative proposing adding a Class I Shared Use Path along the north side of California Drive. We understand the Project plans for a Class 1 Shared Use Facility and provide safe transitions to the new Class 1 Shared Use Facility at Oak Grove Avenue and existing bicycle facilities at North Lane. We understand the overall goal to improve California Drive bicycle facilities includes future facility upgrades as California Drive continues south to the City of San Mateo.

We have supported the construction of and received feedback from communities on many miles of bicycle facilities throughout the Bay Area. This experience has taught us many lessons, including awareness that intersections provide multiple conflict points to consider between vehicles, pedestrians, and bicycles.

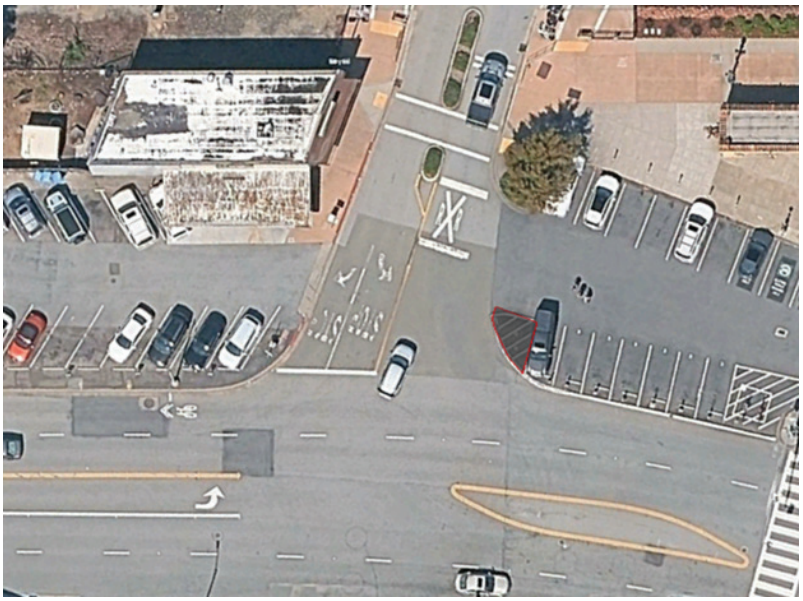
By making changes to the traffic signal and pedestrian crossing layout, we could provide a smooth connection between the proposed and existing bicycle facilities and reduce collision risk due to free right turns. This option would prioritize the community safety concerns at the intersection.

We understand that adding a midblock crossing between Oak Grove Avenue and the Bellevue Avenue/ Lorton Avenue roundabout with a potential choke point is preferable to no crossing, as it helps to reduce vehicle speed and distance between pedestrian crossings.

Community users on Vision Zero expressed concerns about pedestrian safety between turning vehicles and pedestrians cutting through the parking lot. Adding a pedestrian refuge island at the northeast corner of North Lane and California Drive is preferable to gapping the curb and creates a safe pedestrian zone.

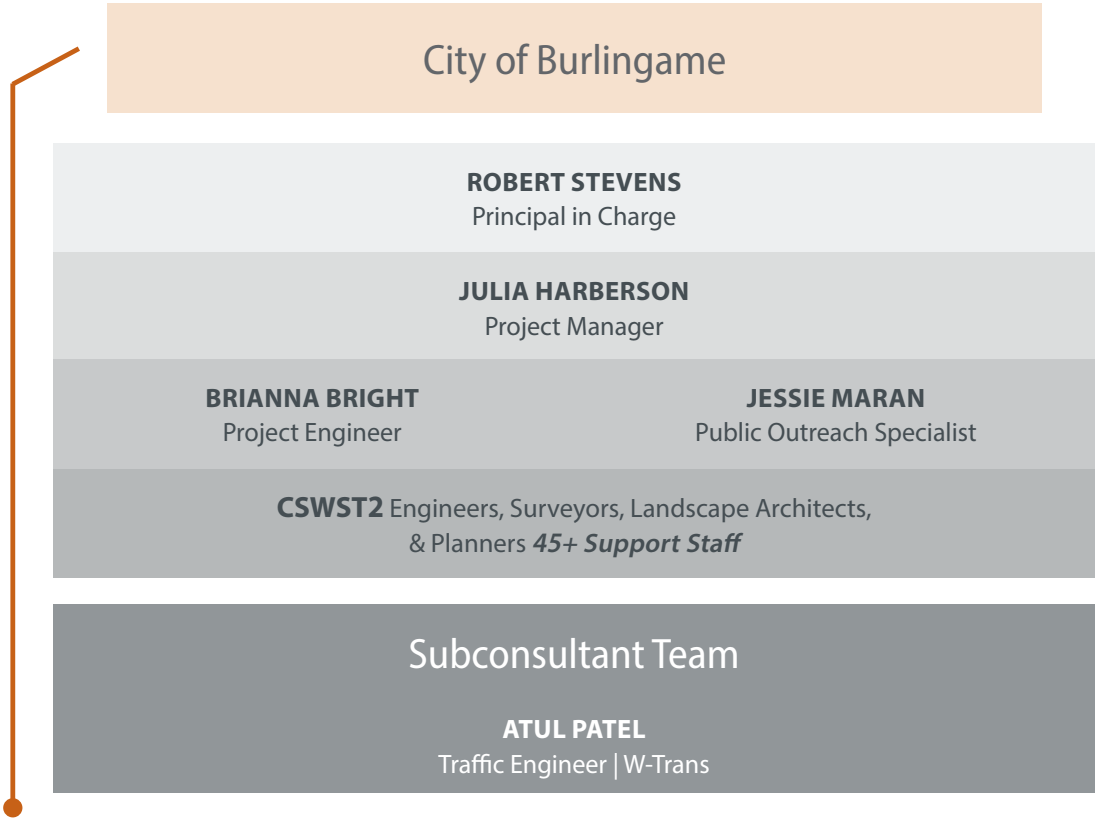
Our team has the skills and experience to support Burlingame's effort to transform California Drive into a bicycle and pedestrian street ready to serve the next generation of residents.

By adding a midblock crossing, the quarter-mile distance between pedestrian crossings would be reduced, and Vision Zero community concerns about vehicle speed approaching the roundabout would be addressed.



By adding a pedestrian refuge island, pedestrians are more visible to vehicles.

Key Members



Julia Harberson, PE, LEED AP of CSWST2 will serve as the Project Manager and the main point of contact for the City. Julia has 20 years of experience at our firm, offering municipal engineering services for many public agencies throughout the Bay Area. Her skills in green infrastructure, municipal design, complete streets, and water resources planning offer adaptive and resilient designs. Her experience with project management involves on-call engagements for the Cities of Dublin, Berkeley, and San Leandro.

Robert Stevens, PE, TE of CSWST2 will preside as the Principal-in-Charge providing oversight and quality and cost control for the duration of this contract. With over 30 years of experience in traffic and civil engineering, Robert has in-depth knowledge on how to navigate the complexities of public work. He is well-versed in maximizing available funding, federal processes, and local and federal regulations. He regularly supports the Cities of Richmond and Dublin with procedural assistance and coordination with Caltrans and CPUC.

Brianna Bright, EIT of CSWST2 will work as the Project Engineer supporting Julia with streetscape design and preparation of plans, specifications, and estimates in AutoCAD, Microsoft Word, and Excel.

Jessie Maran of CSWST2, will be our Public Outreach Specialist and will lead our outreach effort. Jessie works diligently with stakeholders to help them see new perspectives when evaluating transportation alternatives. She will be responsible for refining our community participation strategy and administering the process.

Atul Patel, PE, PTOE of W-Trans, will provide traffic engineering services for this project. He brings over 30 years of experience in traffic engineering and ITS. Atul routinely improved traffic and transit signals for public and private clients, along with ADA curb ramps, striping designs, and railroad and emergency vehicle pre-emption.

Julia Harberson PE, LEED AP

Project Manager

Julia has managed the design and construction of many municipal projects throughout the Bay Area. Julia is a registered Civil Engineer, and a LEED Accredited Professional currently working on several LEED Projects. She specializes in grading, hydrology, and hydraulics related to sustainable designs. Her experience includes roadway design, multi-use trails, complete streets, utility infrastructure, and design team coordination. She recently completed work on the SMART pathway connection in Petaluma as part of the Petaluma North SMART Station.

EDUCATION

B.S. Civil Engineering, University of Portland, Portland, Oregon

REGISTRATION

Professional Civil Engineer California No. 76626

CERTIFICATIONS

LEED® Accredited Professional

RELEVANT EXPERIENCE

California Drive Initial Study, Burlingame

North Rollins Road Bicycle & Pedestrian Improvements, Burlingame

University Avenue Grand Corridor, East Palo Alto

Poplar Street Complete Street, Half Moon Bay

Village Parkway Complete Street Plan, Dublin

Tennent Avenue Bay Trail Gap Closure, Pinole

Wellness Trail Planning & Final Design, Richmond

Ferry to Bridge to Greenway Class IV, Richmond

Nevin Avenue Complete Street, Richmond

Del Norte Complete Street, El Cerrito

Moeser Avenue Bike Lanes, El Cerrito

Ohlone Greenway Safety Improvements, El Cerrito

Milvia Street Class IV Bikeway, Berkeley

Thornton Avenue Streetscape, Newark

Main Street Complete Street, Hayward

SMART Petaluma North Station, Petaluma

SMART Marin County Pathway Design & Permitting, Marin County

Niles Canyon Trail Feasibility Study & Project Study Report, Alameda County

Third Street Streetscape & Cross Marin Bikeway Gap Closure, San Rafael

Doherty Drive Reconstruction & Multi-use Pathway, Larkspur

Miller Avenue Complete and Green Street Master Plan, City of Mill Valley

Sir Francis Drake Boulevard Master Plan, County of Marin

Robert Stevens PE, TE

Principal, Civil Engineer

Robert specializes in developing private and public infrastructure projects, delivering more than $200 million in construction valuation over the last 10 years. Engaged throughout the life of the project, his experience ranges from conceptual design to detailed engineering, culminating in final construction. Robert coordinates the design effort of the team, public agencies, community organizations, and private parties, resulting in consensus-based solutions delivered on schedule and budget.

EDUCATION

B.S. Civil Engineering, San Jose State University

REGISTRATION

Professional Civil Engineer, California No. 58660

Professional Traffic Engineer, California No. 2953

PRESENTATIONS

"Deploying Broadband Networks for Public Agencies" American Public Works Association, 2021

"Designing Smart Cities" American Planning Association, 2019

"Designing Complete and Green Streets" Stanford University 2016

RELEVANT EXPERIENCE

County of Marin On-Call Engineering & Design, Marin County

Third Street Rehabilitation, San Rafael

Village Parkway Complete Streets, Dublin

Main Street Complete Streets, Hayward

Del Norte Complete Streets, El Cerrito

Carlos Bee Safety Improvements, Hayward

Castro Valley Boulevard, Alameda County

Hampton Road, Alameda County

Grove Way Sidewalks, Alameda County

Milvia Street Bikeway, Berkeley

Hesperian Boulevard Revitalization Plan, Alameda County

East 14th Street Complete Street Plan, County of Alameda

Thornton Avenue Streetscape, Newark

Moeser Avenue Bike Lanes, El Cerrito

Ohlone Greenway BART Station Area Access, Safety & Placemaking, El Cerrito

Del Norte BART Complete Streets, El Cerrito

Cerrito Creek Greenway Class I Trail and Class II Bike Lane, El Cerrito

South Richmond Transportation Connectivity Plan

Central and Liberty Streets, El Cerrito

Grove Street Sidewalks, Healdsburg

Miller Avenue Sidewalks, Mill Valley

Miller Avenue Complete and Green Street Master Plan, City of Mill Valley

Wellness Trail, Phases I & II, Richmond

Ferry to Bridge to Greenway Connector, Richmond

Nevin Avenue Complete Street, Richmond

Poplar Street, Half Moon Bay

Contra Costa Boulevard, Pleasant Hill

Path to Transit, Hercules

Glorietta Boulevard Safe Routes to Schools, Orinda

Brianna Bright EIT

Project Engineer

Brianna Bright provides civil design and plan production on projects using AutoCAD Civil 3D. Her experience includes creating plan layouts, grading and drainage, utility locations and tie-in, plan and profiles of utilities, HEC-RAS modeling, and GIS utility mapping. Brianna's onsite experience includes site and construction monitoring and SWPPP monitoring and testing of site discharge for adequate pH and turbidity requirements. Brianna will serve as Project Engineer.

EDUCATION

B.S. Civil Engineering, California State University, San Francisco

REGISTRATION

Civil Engineer in Training (EIT) California No. 162098

RELEVANT EXPERIENCE

California Drive Initial Study, Burlingame

North Rollins Road Bicycle & Pedestrian Improvements, Burlingame

San Mateo Avenue Streetscape, San Mateo

Poplar Street Complete Streets, Half Moon Bay

San Quentin Stormwater Pump Station Rehabilitation, San Rafael

Wildcat Canyon Road Culvert Rehabilitation & Drainage Enhancement, Berkeley

Martin Canyon Creek Flood Damage Repair, Dublin

El Portal Drive Urban Greening, San Pablo

Parr Boulevard Industrial Building, Contra Costa County

Stockton Avenue Bridge Debris Mitigation, Capitola

Niles Canyon Trail PA/ED Bridge Replacement & Trail Alignment, unincorporated Alameda County

Tunitas Creek Beach Erosion Control/ Environmental Mitigation, Half Moon Bay

County of Marin GSA Stormwater Compliance Preliminary Engineering

Bridge Rehabilitation & Environmental Mitigation, Marin County

Osher Marin Jewish Community Center Parking Lot, San Rafael

Osher Marin Jewish Community Center Aquatic Center, San Rafael

Cloverdale Assisted Living Facility, Healdsburg

Palmer Ridge Ranch, Healdsburg

San Francisco State University Creative Arts Building Improvements, San Francisco

14 Foss Avenue, San Anselmo

150 Shoreline Highway, Mill Valley

851 Main Street Commercial Development, Redwood City

Stratford School – 75 Francis Street, San Francisco

Stratford School – 14th Street, San Francisco

Diablo Valley Plaza, Pleasant Hill

Jessie Maran

Public Outreach Specialist

Jessie is a process-oriented strategist with over 25 years of experience in urban design, as well as communications and public engagement for built environment projects. In addition to her work to expand engineering thinking toward holistic community relationships, Jessie is an experienced visual communications specialist. Over her career, she has led the development of public engagement communications for a wide range of urban design, planning, and engineering projects with a focus on community collaboration in alternative transportation.

EDUCATION

M.S. Landscape Architecture, University of Arizona

B.A. Philosophy, University of Washington

RELEVANT EXPERIENCE

California Drive Initial Study, Burlingame

North Rollins Road Bicycle & Pedestrian Improvements, Burlingame

University Avenue Grand Corridor, East Palo Alto

Downtown Point Richmond Bicycle & Pedestrian Connectivity, Richmond

Neighborhood Complete Streets, Richmond

Del Norte Complete Streets, El Cerrito

Richmond Street Complete Street, El Cerrito

Wellness Trail, Phases I & II, Richmond

Richmond Parks Field Upgrades, Richmond

McNeil Park, San Pablo Neighborhood Complete Streets, Richmond

eBike Lending Library, Rich City Rides, Richmond

Miraflores Greenway and Interpretive Exhibits, Richmond

Staging Area Design Guidelines, Midpeninsula Regional Open Space District

Citywide Field & Courts Assessment Study, Richmond

Art, Safety, & Lighting Underpass Improvements, Richmond

West Glendale Sustainable Transportation & Land Use Study, West Glendale

El Sobrante Valley Parks Study, Contra Costa County

Meeker Slough Trail & Interpretive Signage, Richmond

Miraflores Sustainable Greenbelt, Historic Structures Preservation & Japanese American Confinement Sites Grant Project, Richmond

Lucretia Edwards Shoreline Park, Richmond

Olinda Park, Joint Use with Elementary School, Brea

Janice, Tiller, & Martin Luther King Jr. Parks, Richmond

Humbolt, Huntington, Monterey, Mendocino Play Lots

Diablo Valley College & Contra Costa College Design Guidelines, Contra Costa County

Equity by Design: Applying Urban Design & Equity Principles to Public Infrastructure Projects, Portland, OR

Atul Patel PE, PTOE

Traffic Engineering

Atul has 32 years of traffic engineering and ITS experience, and has worked in both the public and private sectors. He has designed numerous traffic signal installations and modifications involving Caltrans and obtained encroachment permits for these clients. Some of his design projects have included flashing yellow arrow operation, signal hardware upgrades, ITS equipment, installation of traffic signal interconnect conduit and cable to the adjacent signals and installation of curb ramps that comply with the Americans with Disabilities Act (ADA). He has also completed railroad signal pre-emption, prepared signing and striping designs, and provided bid and construction assistance support services.

FIRM: W-TRANS

EDUCATION

MBA in Technical Management, University of Phoenix

B.S. in Civil Engineering, Texas A&M University

REGISTRATION

Traffic Engineer - California No. 2321

Professional Traffic Operations Engineer No. 1640

AFFILIATIONS

Institute of Transportation Engineers (ITE) - Member

Intelligent Transportation Society of California (ITSCA) - Member

RELEVANT EXPERIENCE

Oak Grove Avenue/California Drive Signal Modification and Oak Grove Avenue/Carolan Avenue Signal Design, City of Burlingame

As an on-call service the City requested an evaluation of an unsignalized intersection adjacent to Burlingame High School. Located just 75 feet east of the Caltrain commuter rail tracks, there is an existing signalized intersection 95 feet west of the tracks. W-Trans is preparing the plans, specifications and estimates for signal installation at the eastern signal and modifications at the western signal at Oak Grove/California. A permit application and rail operations calculations are being provided to Caltrain.

Murchison Drive/Trousdale Drive/ Davis Drive Bicycle Route, City of Burlingame

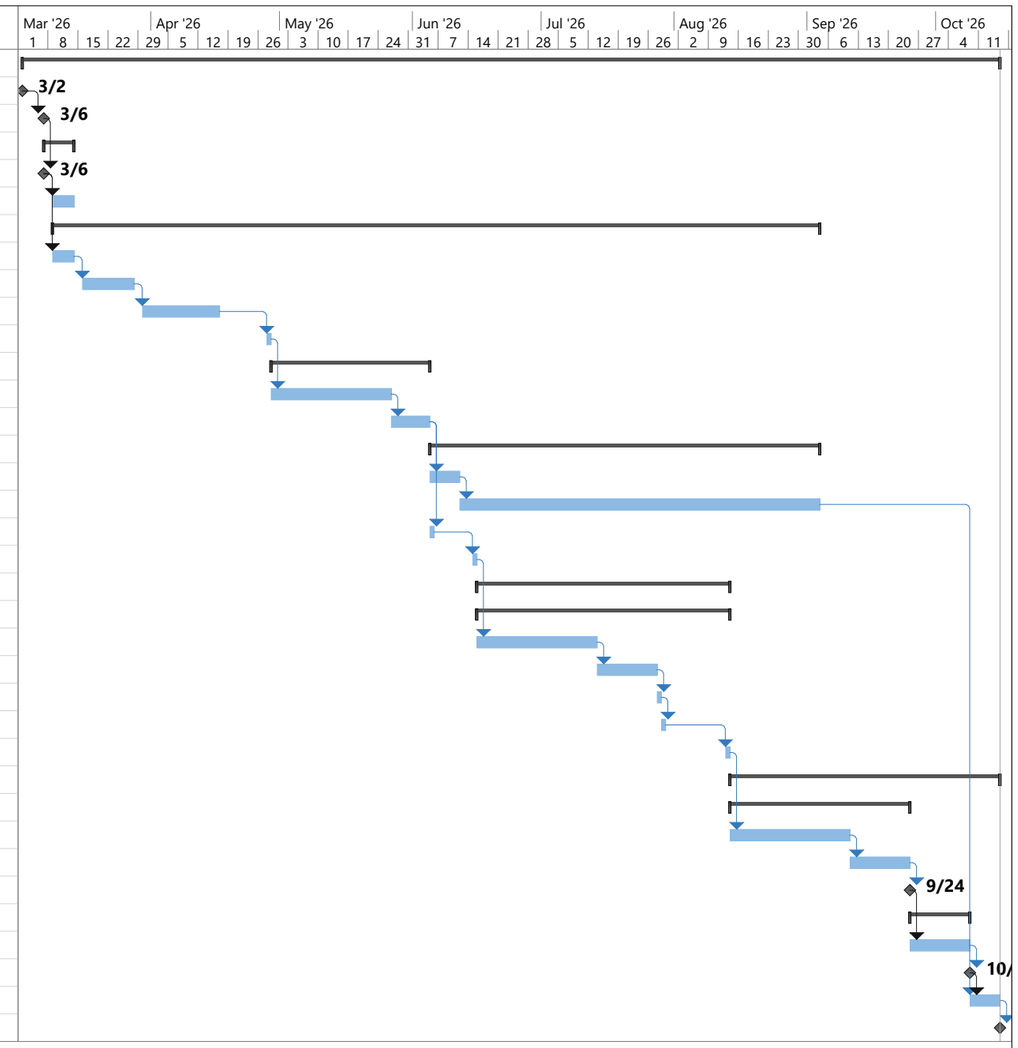
City of Burlingame received $1 million in TDA Article 3 regional funds for implementation of approximately 1.3 miles of bicycle facilities along Murchison Drive, Trousdale Drive, and Davis Drive. The project supports Safe Routes to School goals, enhances connectivity, and improves safety and comfort for people of varying ages and abilities. W-Trans is conducting the traffic analysis, developing concept alternatives for community input, conducting public outreach for project support, and preparing final design bid documents of the preferred alternative for each corridor.

Traffic Engineering On-Call Services, City of Burlingame

W-Trans has provided professional engineering and design services to the City of Burlingame since June 2018. W-Trans performed a traffic operations analysis of an existing traffic signal and a proposed traffic signal both directly adjacent to the Caltrain right-of-way, considering the rail preemption sequence's effect on the current and proposed operations, and evaluated the emergency signal at Palm/California Drive.

Schedule

ID	Task Name	Duration	Start	Finish	Predecessors
1	**California Drive Class 1 Bike Improvements**	**164 days**	**Mon 3/2/26**	**Thu 10/15/2**	
2	Council Approval	0 days	Mon 3/2/26	Mon 3/2/26	
3	Notice to Proceed	0 days	Fri 3/6/26	Fri 3/6/26	2FS+5 days
4	**Task 1 Project Initiation**	**5 days**	**Fri 3/6/26**	**Fri 3/13/26**	
5	Project Kickoff Meeting	0 days	Fri 3/6/26	Fri 3/6/26	3
6	Prepare Outreach Strategy	5 days	Mon 3/9/26	Fri 3/13/26	5
7	**Task 2 Preliminary Engineering (35% PSE)**	**129 days**	**Mon 3/9/26**	**Thu 9/3/26**	
8	Data Collection and Review	5 days	Mon 3/9/26	Fri 3/13/26	5
9	Existing Conditions Mapping (Utilities)	10 days	Mon 3/16/26	Fri 3/27/26	8
10	Prepare Conceptual Plan Alternatives	14 days	Mon 3/30/26	Thu 4/16/26	9
11	Outreach - In Person Meeting	1 day	Tue 4/28/26	Tue 4/28/26	10FS+7 days
12	**Preliminary Engineering (35% PSE)**	**27 days**	**Wed 4/29/26**	**Thu 6/4/26**	
13	Prepare Documents and QC Review	20 days	Wed 4/29/26	Tue 5/26/26	11
14	City Review	7 days	Wed 5/27/26	Thu 6/4/26	13
15	**Permitting**	**65 days**	**Fri 6/5/26**	**Thu 9/3/26**	
16	Prepare CPUC/Caltrain Application (GO88-B)	5 days	Fri 6/5/26	Thu 6/11/26	14
17	CPUC/Caltrain Coordination	60 days	Fri 6/12/26	Thu 9/3/26	16
18	Coordination Meeting	1 day	Fri 6/5/26	Fri 6/5/26	14
19	Outreach - In Person Meeting	1 day	Mon 6/15/26	Mon 6/15/26	18FS+5 days
20	**Task 3 Intermediate Design (65% Design Submital)**	**43 days**	**Tue 6/16/26**	**Thu 8/13/26**	
21	**Intermediate Engineering (65% PSE)**	**43 days**	**Tue 6/16/26**	**Thu 8/13/26**	
22	Prepare Documents and QC Review	20 days	Tue 6/16/26	Mon 7/13/26	19
23	City Review	10 days	Tue 7/14/26	Mon 7/27/26	22
24	Coordination Meeting	1 day	Tue 7/28/26	Tue 7/28/26	23
25	Outreach - In Person Meeting	1 day	Wed 7/29/26	Wed 7/29/26	24
26	TSPC Presentation	1 day	Thu 8/13/26	Thu 8/13/26	25FS+10 days
27	**Task 4 Final Design**	**45 days**	**Fri 8/14/26**	**Thu 10/15/2**	
28	**Final Engineering (95% PSE)**	**30 days**	**Fri 8/14/26**	**Thu 9/24/26**	
29	Prepare Documents and QC Review	20 days	Fri 8/14/26	Thu 9/10/26	26
30	City Review	10 days	Fri 9/11/26	Thu 9/24/26	29
31	Coordination Meeting	0 days	Thu 9/24/26	Thu 9/24/26	30
32	**Final Engineering (100% PSE)**	**10 days**	**Fri 9/25/26**	**Thu 10/8/26**	
33	Prepare Documents and QC Review	10 days	Fri 9/25/26	Thu 10/8/26	31
34	Present to Council	0 days	Thu 10/8/26	Thu 10/8/26	33
35	Prepare final documents	5 days	Fri 10/9/26	Thu 10/15/26	34,17
36	Project ready for bid	0 days	Thu 10/15/26	Thu 10/15/26	35



Project: Project1
Date: Wed 1/21/26

Task	Project Summary	Manual Task	Start-only	Deadline			
Split	Inactive Task	Duration-only	Finish-only	Progress			
Milestone	Inactive Milestone	Manual Summary Rollup	External Tasks	Manual Progress			
Summary	Inactive Summary	Manual Summary	External Milestone				

Page 1

California Drive Class I Shared Use Path Improvement Project
Oak Grove to North Lane

CSW ST2

Submittal Date: 01.30.2026

		CSWST2 Project Manager, Surveyor, Landscape Architect, and Engineer									
		Robert Stevens Principal/ PM	**Julia Harberson** Project Manager	**Kristine Pillsbury** Senior Project Engineer	**Jessie Maran** Outreach	**Brenda Payne** Graphic Illustrator	**Varies** Engineer II	**Varies** Engineer I	**Marcia Vallier** Landscape PM	**Varies** Landscape Architect	**Total Hours**
Task 1	**Project Management**										
1.1	**Project Kickoff**	2	2	2							6
1.2	**Coordination Meetings**		6				6				12
1.3	**Outreach Strategy**		8		20	12					40
1.4	**Contract Management**										
	Project Management	2	8								10
	Bi-Weekly Coordination Meetings	4	8		4		8				24
	Quality Control/ Assurance	2									2
	Task 1 Project Management Subtotal:	**10**	**32**	**2**	**24**	**12**	**14**	**0**	**0**	**0**	**94**
Task 2	**Preliminary Design (35% Design Submittal)**										
2.1	**Data Collection and Field Review**						6	8			14
2.2	**Existing Conditions Mapping**		8				3	8			19
2.3	**Conceptual Alternatives**		4				8	8			20
2.4	**Streetscape Plans (35% Design)**										
	Civil Plans		4	4			16	36			60
	Landscape Plans								4	10	14
	Traffic Signal Plans										0
2.5	**Opinion of Probable Costs (OPCC)**		2				4	6			12
2.6	**Lighting Analysis incl. Exhibits and Recommendations**		4				12	8			24
2.7	**Applications & Permits**										
	CPUC/Caltrain (GO88-B Support)		4				2	8			14
	Coordination/Meetings		4				4				8
2.8	**Outreach**										
	In-Person Meeting 1		4		20	12	4				40
	In-Person Meeting 2		4		20	12	4				40
2.9	**Contract Management**										
	Project Management	1									1
	Quality Control/ Assurance	1									1
	Review Meeting		1				1				2
	Task 2 Preliminary Design (35% Design Submittal)	**2**	**39**	**4**	**40**	**24**	**64**	**82**	**4**	**10**	**269**
Task 3	**Intermediate Design (65% Design Submittal)**										
3.1	**Streetscape Plans, Specifications & Estimate (65% Design)**										
	Civil Plans		4	4			36	50			94
	Landscape Plans								2	6	8
	Traffic Signal Plans										0
	65% OPCC		2				2	6			10
	65% Technical Specifications		8	4							12
3.2	**Outreach**										
	In-Person Meeting				20	12		4			36
	Traffic Safety and Parking Commission		2	2	1	2		2			9
3.3	**Contract Management**										
	Project Management	1									1
	Quality Control/ Assurance	2									2
	Review Meeting		1				1				2
	Task 3 Intermediate Design (65% Design Submittal)	**3**	**17**	**10**	**21**	**14**	**39**	**62**	**2**	**6**	**174**
Task 4	**Final Design (100% Design Submittal)**										
4.1	**Streetscape Plans, Specifications & Estimate (90% Design)**										
	Civil Plans		4	4			24	40			72
	Landscape Plans								4	10	14
	Traffic Signal Plans										0
	90% OPCC		2				2	8			12
	90% Technical Specifications		4	4							8
4.2	**Final Plans & Documents (100% PS&E)**										
	Civil Plans		4	2			10	24			40
	Landscape Plans								2	4	6
	Traffic Signal Plans										0
	100% OPCC		2				4	8			14
	100% Technical Specifications		4	4							8
4.3	**Outreach**										
	Traffic Safety & Parking Commission or City Council		2	2	1	2		2			9
4.4	**Contract Management**										
	Project Management	1									1
	Quality Control	2									2
	Review Meeting		1				1				2
	Task 4 Final Design (100% Design Submittal) Subtotal:	**3**	**23**	**16**	**1**	**2**	**41**	**82**	**6**	**14**	**188**
Task 5	**Construction Support**										
5.1	**Bidding Support**	2	8				4				14
5.2	**Construction Support**	6	30				36	40			112
5.3	**Final As-Built Drawings**		4				8	20			32
	Task 5 Construction Support Subtotal:	**8**	**42**	**0**	**0**	**0**	**48**	**60**	**0**	**0**	**158**
	Total Labor Expenses:	**26**	**153**	**32**	**86**	**52**	**206**	**286**	**12**	**30**	**883**

Subconsultants	Hours
W-Trans - Traffic Engineer	274

Appendix

RELEVANT EXPERIENCE

CITY OF BURLINGAME

North Rollins Road Bicycle & Pedestrian Improvement Project

Burlingame, CA

CSWST2 is leading the design of the North Rollins Road Bicycle & Pedestrian Improvement Project, a transformative effort to reimagine a key 1.3-mile corridor between Broadway and the Millbrae city limits. Identified as a high-priority segment in Burlingame's 2020 Bicycle and Pedestrian Master Plan and the 2023 North Rollins Specific Plan, the project supports the City's vision of creating a safer, more connected, and people-focused transportation network.

The project introduces a road diet to convert four travel lanes into two lanes with a center turn lane, alongside Class IV separated bikeways, ADA-compliant curb ramps, enhanced pedestrian crossings, and improved lighting. These improvements will calm traffic, reduce conflicts between modes, and strengthen connections to the Millbrae multimodal transit station, which is within a 10-minute walk of the corridor. CSWST2's role includes comprehensive planning, engineering, surveying, and community outreach, supported by subconsultants for traffic engineering and quality assurance. The design process emphasizes collaboration with residents, businesses, utilities, and City staff, with public workshops to help refine alternatives. Sustainable design elements, such as green infrastructure and rain gardens, are being integrated to align with regional stormwater standards.

Funded through a $3.1 million One Bay Area Grant (OBAG 3), the project will deliver a safer, more accessible, and multimodal corridor that balances the needs of industrial businesses, new housing, and active transportation. Once complete, North Rollins Road will serve as a model for complete streets design, supporting Burlingame's goals of livability, mobility, and resilience.

STATUS

On-going

PROJECT FEATURES

Road Diet & Safety Enhancements; Class IV Separated Bike ways; Complete Streets Upgrades

REFERENCE

Andrew Yang, P.E.
Senior Engineer
City of Burlingame, Public Works Engineering
650.558.7271
ayang@burlingame.org

CITY OF DUBLIN

Village Parkway Complete Streets

Dublin, CA

CSWST2's landscape architecture team is supporting the City of Dublin in transforming Village Parkway into a complete street that improves safety, walkability, and multimodal access. The project addresses deteriorating pavement, heaved sidewalks, and the corridor's inclusion in the City's bicycle and pedestrian high injury network. Located near Dublin High School, Village Parkway experiences significant vehicular and foot traffic during peak periods.

Our team collaborated with City staff and stakeholders to develop a conceptual design featuring one-way Class IV bikeways between Amador Valley Boulevard and Davona Drive, widened sidewalks, raised landscaped medians, and upgraded street lighting. These elements improve safety, enhance the pedestrian realm, and introduce a cohesive streetscape character. In addition to landscape plans, CSWST2 has completed roadway layout and striping plans.

To minimize disruption, full depth pavement reclamation is proposed in phases. The current construction estimate is approximately $24 million, with a portion of funding secured through a federal grant.

TIMING

2024 - present

BUDGET

$1.2 million

KEY PERSONNEL

Robert Stevens, PIC
Julia Harberson, PM
Marcia Vallier, Sr. Landscape Architect
Kristine Pillsbury, Project Engineer
Josh Woelbing, Survey Manager

REFERENCE

Laurie Sucgang, PE
Assistant Public Works Director
City of Dublin
925.833.6630
laurie.sucgang@dublin.ca.gov

CITY OF EL CERRITO

San Pablo Avenue Del Norte BART

El Cerrito, CA

Del Norte BART Station is one of the busiest commuter hubs in the Bay Area as buses from Solano and Marin Counties bring commuters to and from the BART station. The City of El Cerrito is currently working to develop its San Pablo Specific Plan, which envisions transforming San Pablo Avenue into a multimodal thoroughfare while developing thousands of residential units and retail along the corridor.

The City is beginning to realize its vision with four new major podium developments soon to complete construction. To support the private development, the City is seeking to make pedestrian and bicycle improvements along the frontage of Del Norte BART Station. The project includes the development of a Class IV bicycle facility, modifications to intersections to improve both pedestrian safety and vehicle circulation, as well as enhancements to transit facilities. Consistent with the City's environmental goals, the project includes raingardens. The City retained our team to implement the streetscape, which is funded through federal sources.

Our team is currently coordinated with several of the private developers along the corridor to refine their streetscape designs to be consistent with the City's goals.

COMPLETED

Construction commencing 2024

KEY PERSONNEL

Robert Stevens
Julia Harberson
Jessie Maran
Josh Woelbing

REFERENCE

Yvetteh Ortiz
Director of Public Works
510.215.4382
yortiz@ci.el-cerrito.ca.us

303 Twin Dolphin Drive
6th Floor
Redwood City, CA 94065
www.cswst2.com

CSWST2.com

January 30, 2026

City of Burlingame
Attention: Andrew Yang
501 Primrose Road
Burlingame, CA 94010

SUBJECT: COST PROPOSAL FOR CALIFORNIA DRIVE CLASS I BIKE IMPROVEMENTS PROJECT

Dear Mr. Yang:

Please find enclosed our Cost Proposal to support the City's California Drive Class I Bike Improvements Project.

Please contact Julia Harberson at 415.884.6443 or juliah@cswst2.com if we can provide any additional information.

Sincerely,

CSWST2

Julia Harberson, PE, LEED AP
Senior Project Manager

Robert Stevens, PE, TE
President & Principal in Charge

California Drive Class I Shared Use Path Improvement Project

Oak Grove to North Lane

FEE PROPOSAL

CSW ST2

Submittal Date: 01.30.2026

		CSWST2 Project Manager, Surveyor, Landscape Architect, and Engineer										
		Robert Stevens Principal/ PM	**Julia Harberson** Project Manager	**Kristine Pillsbury** Senior Project Engineer	**Jessie Maran** Outreach	**Brenda Payne** Graphic Illustrator	**Varies** Engineer II	**Varies** Engineer I	**Marcia Vallier** Landscape PM	**Varies** Landscape Architect	**Total Hours**	**Total Fee Proposal**
	Billable Rate ($/ hour)	285.00	254.00	213.00	240.00	139.00	185.00	152.00	254.00	166.00		
Task 1	**Project Management**											
1.1	**Project Kickoff**	2	2	2							6	$1,504
1.2	**Coordination Meetings**		6				6				12	$2,634
1.3	**Outreach Strategy**		8		20	12					40	$8,500
1.4	**Contract Management**											
	Project Management	2	4								6	$1,586
	Bi-Weekly Coordination Meetings	4	8		4		8				24	$5,612
	Quality Control/ Assurance	2									2	$570
	Task 1 Project Management Subtotal:	**10**	**28**	**2**	**24**	**12**	**14**	**0**	**0**	**0**	**90**	**$20,406**
Task 2	**Preliminary Design (35% Design Submittal)**											
2.1	**Data Collection and Field Review**						6	8			14	$2,326
2.2	**Existing Conditions Mapping**		8				3	8			19	$3,803
2.3	**Conceptual Alternatives**		4				8	8			20	$3,712
2.4	**Streetscape Plans (35% Design)**											
	Civil Plans		4	4			16	36			60	$10,300
	Landscape Plans								4	10	14	$2,676
	Traffic Signal Plans										0	$0
2.5	**Opinion of Probable Costs (OPCC)**		2				4	6			12	$2,160
2.6	**Lighting Analysis incl. Exhibits and Recommendations**		4				12	8			24	$4,452
2.7	**Applications & Permits**											
	CPUC/Caltrain (GO88-B Support)		4				2	8			14	$2,602
	Coordination/Meetings		4				4				8	$1,756
2.8	**Outreach**											
	In-Person Meeting 1		4		20	12	4				40	$8,224
	In-Person Meeting 2		4		20	12	4				40	$8,224
2.9	**Contract Management**											
	Project Management	1									1	$285
	Quality Control/ Assurance	1									1	$285
	Review Meeting		1				1				2	$439
	Task 2 Preliminary Design (35% Design Submittal) Subtotal:	**2**	**39**	**4**	**40**	**24**	**64**	**82**	**4**	**10**	**269**	**$51,244**
Task 3	**Intermediate Design (65% Design Submittal)**											
3.1	**Streetscape Plans, Specifications & Estimate (65% Design)**											
	Civil Plans		4	4			36	50			94	$16,128
	Landscape Plans								2	6	8	$1,504
	Traffic Signal Plans										0	$0
	65% OPCC		2				2	6			10	$1,790
	65% Technical Specifications		8	4							12	$2,884
3.2	**Outreach**											
	In-Person Meeting				20	12		4			36	$7,076
	Traffic Safety and Parking Commission		2	2	1	2		2			9	$1,756
3.3	**Contract Management**											
	Project Management	1									1	$285
	Quality Control/ Assurance	2									2	$570
	Review Meeting		1				1				2	$439
	Task 3 Intermediate Design (65% Design Submittal)	**3**	**17**	**10**	**21**	**14**	**39**	**62**	**2**	**6**	**174**	**$32,432**
Task 4	**Final Design (100% Design Submittal)**											
4.1	**Streetscape Plans, Specifications & Estimate (90% Design)**											
	Civil Plans		4	4			24	40			72	$12,388
	Landscape Plans								4	10	14	$2,676
	Traffic Signal Plans										0	$0
	90% OPCC		2				2	8			12	$2,094
	90% Technical Specifications		4	4							8	$1,868
4.2	**Final Plans & Documents (100% PS&E)**											
	Civil Plans		4	2			10	24			40	$6,940
	Landscape Plans								2	4	6	$1,172
	Traffic Signal Plans										0	$0
	100% OPCC		2				4	8			14	$2,464
	100% Technical Specifications		4	4							8	$1,868
4.3	**Outreach**											
	Traffic Safety & Parking Commission or City Council		2	2	1	2		2			9	$1,756
4.4	**Contract Management**											
	Project Management	1									1	$285
	Quality Control	2									2	$570
	Review Meeting		1				1				2	$439
	Task 4 Final Design (100% Design Submittal) Subtotal:	**3**	**23**	**16**	**1**	**2**	**41**	**82**	**6**	**14**	**188**	**$34,520**
Task 5	**Construction Support**											
5.1	**Bidding Support**	2	4				4				10	$2,326
5.2	**Construction Support**	6	16				36	40			98	$18,514
5.3	**Final As-Built Drawings**		1				12	8			21	$3,690
	Task 5 Construction Support Subtotal:	**8**	**21**	**0**	**0**	**0**	**52**	**48**	**0**	**0**	**129**	**$24,530**

California Drive Class I Shared Use Path Improvement Project

Oak Grove to North Lane

FEE PROPOSAL

CSW ST2

Submittal Date: 01.30.2026

	CSWST2 Project Manager, Surveyor, Landscape Architect, and Engineer										
	Robert Stevens Principal/ PM	**Julia Harberson** Project Manager	**Kristine Pillsbury** Senior Project Engineer	**Jessie Maran** Outreach	**Brenda Payne** Graphic Illustrator	**Varies** Engineer II	**Varies** Engineer I	**Marcia Vallier** Landscape PM	**Varies** Landscape Architect	**Total Hours**	**Total Fee Proposal**
Billable Rate ($/ hour)	285.00	254.00	213.00	240.00	139.00	185.00	152.00	254.00	166.00		
Total Labor Expenses:	**26**	**128**	**32**	**86**	**52**	**210**	**274**	**12**	**30**	**850**	**$163,132**
Reimbursable Expenses											
Traffic Counts											$4,500
General											$3,000
										Total Reimbursable Expenses:	**$7,500**
										Total CSWST2 Fee:	**$170,632**
Subconsultants										Hours	
W-Trans - Traffic Engineer										274	$55,055
										Total Subconsultant Fees:	**$55,055**
										Total Project Fee:	**$225,687**