



STAFF REPORT

AGENDA NO: 8i

MEETING DATE: February 18, 2020

To: Honorable Mayor and City Council

Date: February 18, 2020

From: Syed Murtuza, Director of Public Works – (650) 558-7230

Subject: Adoption of a Resolution Approving a Professional Services Agreement with W-Trans for Engineering Design Services for the Oak Grove Avenue and Carolan Avenue Traffic Signal and Related Intersection Improvements in the Amount of \$129,250

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution approving a professional services agreement with W-Trans for engineering design services for the Oak Grove Avenue and Carolan Avenue Traffic Signal and Related Intersection Improvements, City Project No. 84610, in the amount of \$129,250, and authorize the City Manager to execute the agreement.

BACKGROUND

The intersection of Oak Grove Avenue and Carolan Avenue (Oak Grove/Carolan) is located north of the Burlingame Avenue Downtown Area and adjacent to Burlingame High School. The intersection of Oak Grove Avenue and Carolan Avenue is approximately 230 feet from the intersection of Oak Grove Avenue and California Drive, with the Caltrain rail lines operating parallel to Carolan Avenue and in between both intersections. During peak morning and evening commute hours, Caltrain operates up to five northbound and five southbound trains every hour through the Oak Grove Avenue rail crossing. With the planned electrification of the rails, Caltrain anticipates faster performance and an increase in the number of train operations in the coming years.

The Oak Grove/Carolan intersection has stop signs facing northbound, westbound, and southbound traffic. Eastbound traffic does not have a stop sign. Free flowing eastbound traffic was intended to allow vehicles to clear the Caltrain tracks for approaching trains. This configuration often leads to long lines of vehicles behind the stop bars on the east side of the railway tracks, especially during peak periods such as high school drop-off, pick-up, and the evening commute.

As part of the City's plan to enhance multi-modal access and circulation in the area, staff conducted a traffic operations study of the two intersections referenced above. Recommendations from the study include a new traffic signal at Oak Grove/Carolan to streamline operations and enhance safety. In addition, related improvements to the Oak Grove Avenue and California Drive intersection and surrounding hardscape are recommended to further increase access for pedestrians, cyclists, and motorists.

DISCUSSION

Staff issued a Request for Proposals (RFP) from qualified engineering firms to conduct an engineering traffic operations study and design of the two intersections. W-Trans was selected as the most qualified firm because of their understanding of the overall project needs, project approach, and similar experience. W-Trans completed the study phase of the project and provided staff recommendations for design. Staff has negotiated the following scope of professional design services with W-Trans in the amount of \$129,250, which is also detailed in Exhibit A of the attached agreement:

- Perform pre-design investigation, including review of record drawings, field surveying, potholing, and utility location to prepare project base map;
- Coordinate with the Peninsula Corridor Joint Powers Board (PCJPB) and prepare rail pre-emption timing calculations to guide operations of the new signal during rail pre-empt;
- Perform topographic survey to aid in the design of new curb ramps and to identify rail property lines;
- Prepare 50% design submittal, including preliminary traffic signal layout and construction details to prepare engineer's estimate;
- Prepare submittal to JPB for review and permit and submittal to PG&E for electrical service request;
- Prepare 90% design submittal, including coordination with the City, updating layout plans for placement of new poles, cabinets, vehicle and pedestrian heads, vehicle and bicycle detection, pre-emption equipment, battery backup systems, and streetlights for the new and modified traffic signals, preparing draft bid package and updating engineer's estimate;
- Complete and submit 100% design, including addressing City comments, finalizing specifications, finalizing cost estimate, completing 100% contract bid documents, performing quality assurance, and quality control review; and
- Provide bidding assistance, including attending a pre-bid meeting and answering contractor questions.

The professional services fee of \$129,250 is consistent with industry standards for consultant engineering design services based on the scope and complexity of the project location. Project construction is anticipated to begin in the fall of 2020, pending approval and permit from PCJPB.

FISCAL IMPACT

Estimated Project Expenditures

The following are the estimated costs related to the project development:

Consultant Design Services	\$ 129,250
Contingency (15%)	\$ 19,388
Staff Administration	\$ 8,362
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Total	\$ 157,000

There are adequate funds available in the FY 2019-2020 Capital Improvements Program to complete the design of the project.

Exhibits:

- Resolution
- Professional Services Agreement
- Project Location Map