City of Fayetteville Staff Review Form

2018-0473

Legistar File ID

9/18/2018

City Council Meeting Date - Agenda Item Only

N/A for Non-Agenda Item

Matt Mihalevich	8/28/2018	DEVELOPMENT SERVICES (620)
Submitted By	**Submitted Date**	**Division / Department**

Action Recommendation:

Staff recommends approval of a 25% cost share with the University of Arkansas in an amount not to exceed $103,500 for design services by Olson & Associates for the Maple Street Cycle Track.

Budget Impact:

4520.800.9556-5315.00	Sales Tax Construction Bond
Account Number	Fund
06035.4200	Maple Street Cycle Track
Project Number	Project Title

Budgeted Item?	Yes	Current Budget	$	103,500.00
		Funds Obligated		
		Current Balance	$	103,500.00
Does item have a cost?	Yes	Item Cost	$	103,500.00
Budget Adjustment Attached?	NA	Budget Adjustment		
		Remaining Budget	$	-

V20140710

Previous Ordinance or Resolution # _____

Original Contract Number: _____ Approval Date: _____

Comments:

CITY OF FAYETTEVILLE ARKANSAS

CITY COUNCIL MEMO

MEETING OF SEPTEMBER 18TH, 2018

TO: Mayor and City Council

THRU: Don Marr, Chief of Staff
Garner Stoll, Development Services Director
Chris Brown, City Engineer

FROM: Matt Mihalevich, Trails Coordinator

DATE: August 28th, 2018

SUBJECT: **2018-0472 Maple Street Cycle Track Design**

RECOMMENDATION:
Staff recommends approval of a 25% cost share with the University of Arkansas in an amount not to exceed $103,500 for design services by Olson & Associates for the Maple Street Cycle Track.

BACKGROUND:
The City of Fayetteville and the University of Arkansas have been working together on the common goal of improving Maple Street from the Razorback Regional Greenway at Gregg Ave. to Stadium Drive. In the Spring of 2018, the University of Arkansas contacted with Alta Planning + Design to develop conceptual plans for Maple Street that include a protected bicycle facility known as a cycle track. This 3,220-linear foot facility will provide designated space for pedestrians and bicyclists separated from the roadway. The Maple Street cycle track has been identified as a catalyst project in the Northwest Arkansas Regional Bicycle and Pedestrian Master Plan.

Currently bicycle access to the University of Arkansas campus core and the surrounding neighborhoods is limited. The addition of the Maple Street connection will greatly improve the usability of the trail system for city residents including the campus's faculty, staff and students.

DISCUSSION:
The next step for the Maple Street Cycle Track is to take the conceptual plans and develop a detailed traffic study, construction plans and specifications in anticipation of construction starting in the summer of 2019 (pending funding by the future bond program). The University of Arkansas has requested a proposal for detailed design and construction documents from Olson & Associates in the amount of $414,000. Construction administration service fees have been excluded at this time and will be addressed when the project goes to construction and more is known about the project scope and phasing. The Walton Family Foundation has expressed interest in funding an 8-month grant for half of the design cost ($207,000) and the other half would be split evenly between the University of Arkansas and the City of Fayetteville in the amount of $103,500 each.

BUDGET/STAFF IMPACT:

Funds remaining in the Transportation Sales Tax Construction Bond project are proposed to be used for the 25% City portion of the cost share of $103,500. On August 14th, 2018, the Transportation Committee reviewed the Maple Street Cycle Track Project was supportive of the cost share with the University of Arkansas.

Attachments:
University of Arkansas Cost Share Letter
Olson & Associates Design Proposal
Olson & Associates Traffic Study Proposal
Project Map and concept drawings

UNIVERSITY OF ARKANSAS

Facilities Management
Planning and Design

August 28, 2018

City of Fayetteville, Arkansas

Re: University of Arkansas request for matching funds for design of the Maple Street Cycle Track

Ladies and Gentleman:

The University of Arkansas will be committing $103,500 (25% of total design fees) for the design of the Maple Street Cycle Track and is requesting the City for a match of $103,500 (25% of total design fees).

Sincerely,

Jay Huneycutt
Director, Campus Planning and Design

OFFICE OF THE MAYOR

University of Arkansas
Facilities Management

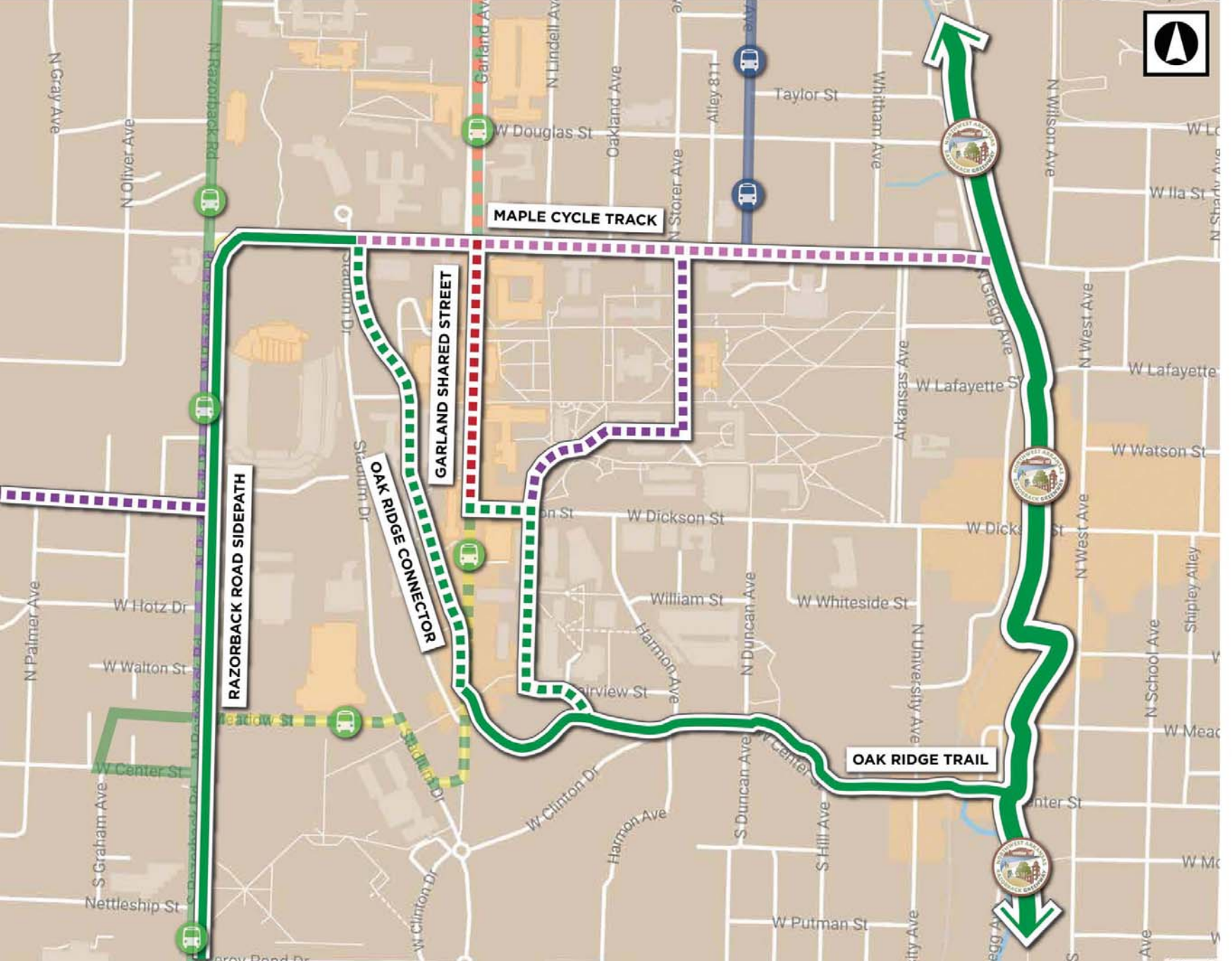
Re: City of Fayetteville cost share commitment for the Maple Street Cycle Track

Ladies and Gentleman:

This letter is to confirm the commitment by the City of Fayetteville to fund 25% of the design fees for the Maple Street Cycle Track in an amount not to exceed $103,500. We appreciate the partnership on this project.

Sincerely

_____ Date: _____
Mayor Lioneld Jordan



UNIVERSITY OF ARKANSAS
CAMPUS BICYCLE CIRCUIT

LEGEND

BUS ROUTES

- Blue Route
- Purple Route
- Red Route
- Green Route
- Yellow Route

EXISTING TRAILS

- Razorback Regional Greenway
- Oak Ridge Trail/ Existing Path

PROPOSED CONNECTIONS

- Oak Ridge Connector
- Garland Shared Street
- Maple Cycle Track
- Bike Route

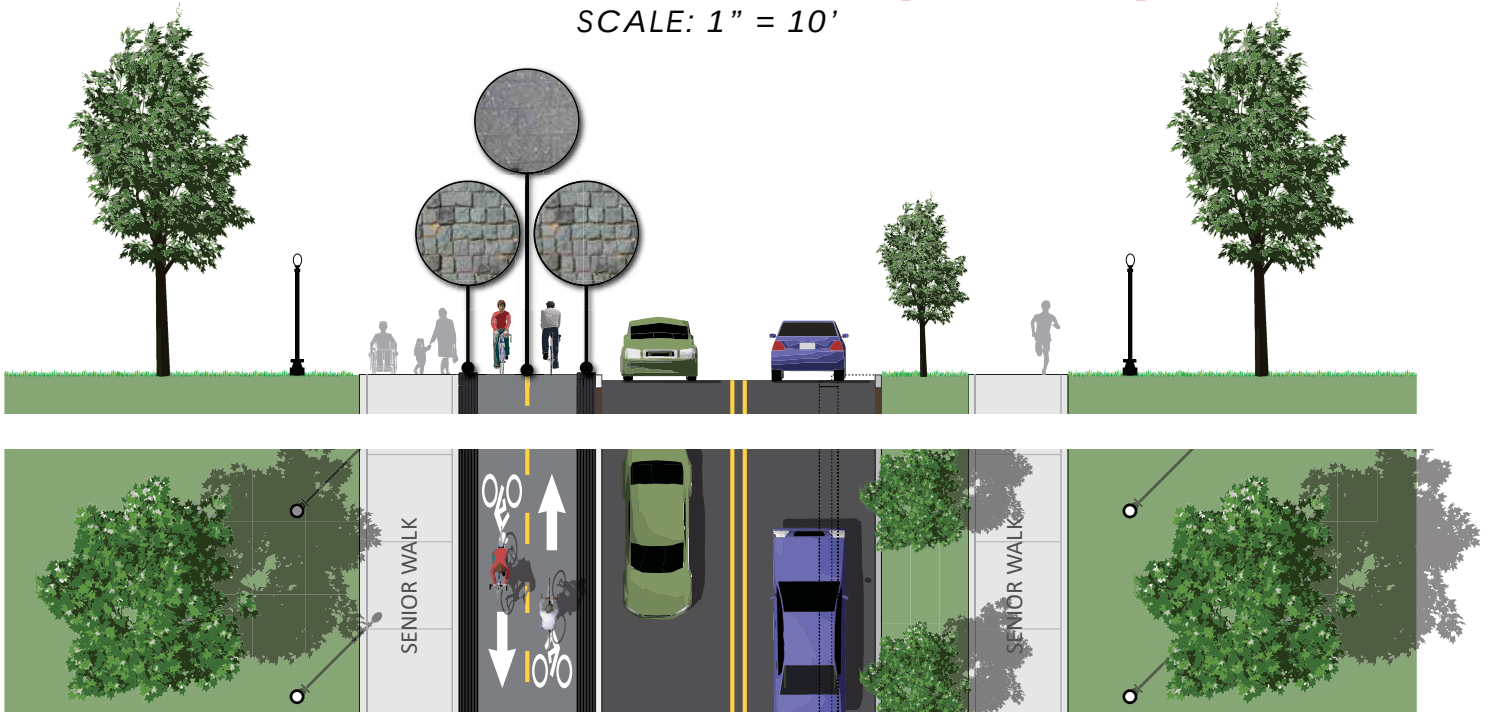
PREPARED BY:

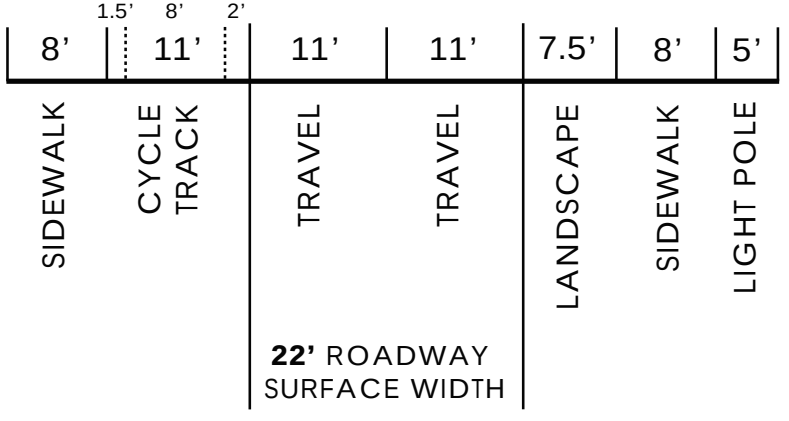
alta PLANNING + DESIGN

MAPLE ST - PROPOSED (TYPICAL)

SCALE: 1" = 10'

SOUTH *NORTH*





NOTES:

- Maple Street Cycle Track surface to be asphalt pavers (preferred) or asphalt, if cost prohibitive.
- The useable width of the cycle track is 8'-wide. Textured cobble on either side of the cycle track can be used for passing and additional width. 2' of separation from the roadway is consistent with national best practice guidelines.
- Six rows of textured cobbles (1.5'-wide) are to be used as delineators on either side of the Maple Street Cycle Track.
- As the Cycle Track crosses driveways, rough cobble will transition to smooth cobble and asphalt pavers transition to concrete pavers.
- A 6"-wide granite curb is preferred along the Cycle Track side of Maple Street.
- All materials to match Campus Standards regarding material, color, texture and supplier.

MAPLE STREET CYCLE TRACK

SHEET 2/2

PREPARED FOR: UNIVERSITY OF ARKANSAS

PREPARED BY: alta PLANNING + DESIGN

August 14, 2018

Mr. Daniel Clairmont
Director, Engineering and Construction
Facilities Management
University of Arkansas
521 South Razorback Road
Fayetteville, Arkansas 72701

Re: Proposal for Basic Design and CA Services
Maple Street Bike Circuit
University of Arkansas
Fayetteville, Arkansas

Dear Dan:

Pursuant to your request, we are providing the following proposal to provide professional services for the project referenced above. The general scope of work generally includes the detailed design of the Maple Street Bike Circuit from the Razorback Greenway through the Maple/Garland Avenue Intersection, including associated street and drainage improvements, based on the conceptual design illustrated in the previous report prepared by ALTA Planning + Design titled "Campus Bike Circuit" dated November 2017. The scope includes street reconstruction, bike and pedestrian trails, landscape & irrigation, lighting based on the University Master Plan, stormwater improvements, and utility coordination/relocation.

The improvements for the bike circuit is intended to be world-class in quality and will be comprised of pavers and granite consistent with the University's materials palette in addition to conventional materials where applicable.

SCOPE OF WORK

The detailed scope of work for McGoodwin, William, & Yates, a Division of Olsson (MWY/Olsson) will be as follows:

Phase 100 - Detailed Design Phase

- Coordinate and attend meetings with the University of Arkansas, the City of Fayetteville, and other stakeholders at regular intervals not to exceed biweekly.

- Consult with regulatory and governmental authorities having jurisdiction over or involvement with the project, including but not limited to the City of Fayetteville and the Arkansas Department of Transportation (ARDOT.)

- Coordinate with utilities regarding required relocations. Water and sewer adjustments will be included in the design drawings, but design of relocations of franchise utilities will be performed by others.

- Perform detailed design of the improvements described above, and prepare construction documents (plans and specifications) necessary for construction. Specifications will include technical specifications and standard "front-end" documents provided by the City of Fayetteville. Design drawings will include, but not be limited to, the following:

    - Title sheet
    - Location and vicinity map
    - Typical sections
    - Demolition plans
    - Plan and Profile Sheets illustrating street reconstruction and bike circuit improvements, including horizontal and vertical alignments, materials of construction, grading, and stormwater facilities.
    - Cross sections
    - Intersection plan and details for the Garland "Scatter" intersection
    - Signage and pavement markings
    - Phasing and Traffic Maintenance Plans
    - Landscaping and irrigation plans
    - Electrical and Lighting plans
    - Incorporation of Signalization plans and details provided under separate agreement
    - Erosion control details in coordination with the SWPPP

- Submit digital (.PDF) copies and up to four (4) printed copies of draft design documents for review at 30% (Schematic), 60% (Design Development), and 90% (Construction Documents) phases.

- Prepare and submit opinions of probable costs at each design stage referenced above. It is understood and agreed that this opinion will be prepared for planning and budgeting purposes only and that actual bids received for the construction work may exceed the opinion of probable cost.

- If required, coordinate with a Geotechnical Engineer selected by the University to establish the scope of soil investigations and make recommendations regarding pavement and subgrade, and incorporate the results/recommendations into the design.

- Prepare construction stormwater permit and submit to the Arkansas Department of Environmental Quality (ADEQ.)

Phase 200 - Bid Phase

- Coordinate bidding and contractor procurement with the City of Fayetteville. It is understood that the City of Fayetteville will advertise for bids, prepare and distribute bid documents to bidders, prepare addenda, schedule and conduct the bid opening, and prepare bid tabulations. MWY/Olsson will assist with technical responses for incorporation into addenda, provide an engineering analysis of the bids received, and make recommendations for award of the construction contract.

DJC

Phase 300 - Construction Administration Phase

Include as additional service at start of construction. Not included in base proposal.

- Attend a preconstruction conference, and prepare minutes of the meeting.

- Furnish professional engineers to make visits to the site (as distinguished from the services of a Resident Project Representative) APPROXIMATELY ONCE PER WEEK to observe the progress and quality of the executed work and to determine in general if the work is proceeding in accordance with the contract documents. In performing these services, the Engineer will endeavor to protect the Owner against defects and deficiencies in the work of the contractor; but he cannot guarantee the performance of the contractor, nor will the Engineer supervise, direct, control or have authority over or be responsible for Contractor's means, methods, techniques, sequences or procedures of construction or for the safety measures that the contractor takes or should take.

- Attend monthly progress meetings during construction with representatives from the contractor, University of Arkansas, and the City of Fayetteville. Review minutes of the meeting prepared by the contractor.

- Review submittals and samples provided by the contractor. This review is for the benefit of the Owner to ensure general conformance with the design concept of the project and general compliance by the contractor with the information given in the contract documents. It does not relieve the contractor of any responsibility such as dimensions to be confirmed and correlated at the job site, appropriate safety measures to protect workers and the public, or the necessity to construct a complete and workable facility in accordance with the contract documents.

- Provide responses to Requests for Information (RFI's) submitted by the contractor.

- Review monthly and final estimates for payments to the contractor and provide recommendations for payment; assemble written guarantees which are required by the contract documents.

- Attend, in company with the University and City of Fayetteville representatives, a final inspection of the project. This inspection will be for conformance with the design concept of the project and compliance with the contract documents. Recommend in writing final payment to the contractor.

Services EXCLUDED from this proposal include the following:

- **Topographical Survey:** A separate proposal was executed for this service.
- **Traffic Studies and Signalization Design**. A separate proposal will be provided for these services. The scope above includes coordination of the design with the results of the traffic studies.
- **Geotechnical Investigations and Reports**, or other underground investigations.
- **On-site construction observation by a Resident Project Representative** (other than site visits from professionals as detailed above) and materials testing. If requested, a separate proposal will be provided for these services.

August 14, 2018

Mr. Daniel Clairmont
Director, Engineering and Construction
Facilities Management
University of Arkansas
521 South Razorback Road
Fayetteville, Arkansas 72701

Re: Proposal for Traffic Study and Signalization Design
Maple Street Bike Circuit
University of Arkansas
Fayetteville, Arkansas

Dear Dan:

Pursuant to your request, we are providing the following proposal to provide professional services for the project referenced above.

SCOPE OF WORK

The detailed scope of work for McGoodwin, William, & Yates, a Division of Olsson (MWY/Olsson) will be as follows:

Phase 100 – Data Collection

Task 101 – Traffic Counts

Directional traffic 24-hour volume tube counts will be collected for a typical weekday between Cleveland Street and Maple Street at the following streets:

1. Lindell Ave.
2. Oakland Ave.
3. Storer Ave.
4. Alley 811
5. Leverett Ave.
6. Whitham Ave.

Task 102 – Traffic Counts

12-hour turning movement traffic volume and pedestrian counts will be collected for a typical weekday period at the following intersections:

1. Cleveland Str. @ Leverett Ave. (Signal Warrant)
2. Douglas Str. @ Leverett Ave. (Signal Warrant)
3. Maple Str. @ Lindell Ave (Turn Lane Removal)
4. Maple Str. @ Gregg Ave. (Signal Warrant/Signal Timing)
5. Maple Str. @ Arkansas Ave. (Signal Timing)
6. Maple Str. @ Leverett Ave. (Signal Timing)
7. Maple Str. @ Garland Ave. (Signal Timing)

302 East Millsap
Fayetteville, AR 72703
TEL 479.443.3404
FAX 479.443.4340
www.olssonassociates.com

Phase 200 – Traffic Study

Olsson Associates will prepare a traffic memorandum evaluating the impact of converting five city streets to one-way northbound. The streets are as follows:

1. Lindell Ave (Maple Str.-Cleveland Str.)
2. Oakland Ave. (Maple Str. – Cleveland Str.)
3. Storer Ave. (Maple Str. -Cleveland Str.)
4. Alley 811 (Maple Str. - Douglas Str.)
5. Whitham Ave. (Maple Str. – Cleveland Ave.)

Task 201 – Site Investigation

Olsson Associates will investigate the roadway system surrounding the project site using Google Earth to determine existing conditions such as intersection geometrics, intersection and driveway spacing, and parking.

Task 202 – Trip Generation/Distribution with Douglas Parking Garage

Trip generation for the parking garage will be estimated for typical daily traffic. New trips will be developed considering existing surface parking and parking spaces associated with the proposed garage.

Task 203 – Roadway Directional Flows (One-Way Conversion)

Olsson Associates will review and evaluate the 24-hour volumes collected (described in task 101) to determine daily volumes by direction for each segment and to identify the peak hour fluctuation during a typical school weekday. The relative volume impact to adjacent study streets will be considered if one or all of the five study streets are converted to one-way northbound only operations with on-street parking. Relative street capacities will be considered and compared to the existing volumes. The review provided will provide a high-level analysis and will not include operational or intersection capacity analysis.

Task 204 – Maple Street Auxiliary Turn Lane Removal

Olsson Associates will conduct operational capacity and queuing analysis along Maple Avenue at the intersections of Lindell Ave., Leverett Ave., and Arkansas Ave. for typical weekday AM and PM peak hour periods to consider removal of left-turn and right-turn lanes for existing conditions to evaluate the re-purposing pavement width for multi-modal improvements considering a possible future Cycle Track.

Task 205 – Traffic Assessment Memorandum

A brief memorandum will be prepared to summarize Phases 100 and 200. Recommendations pertaining to one-way street conversions will be provided. Recommendations regarding next steps of analysis, which may include but not be limited to capacity analysis, striping/signing inventory or traffic evaluations, will be made.

Task 206 – Meeting

One meeting is included with the Phase 200 basic scope of services.

Phase 300 – Traffic Signal Warrant/Operations

Task 301 – Signal Warrant Analysis

Complete traffic signal warrant analysis for the following intersections:

1. Cleveland Str. @ Leverett Ave.
2. Douglas Str. @ Leverett Ave.
3. Maple Str. @ Gregg Ave.

Olsson will analyze the 12-hour traffic volume counts for all approaches to the intersection. The data will be analyzed to determine if a signal warrant is met based on current traffic volumes.

Note: It should be noted that signal warrants may need to be dependent upon and subject to evaluation after any changes of two-way to one-way street conversions.

Task 302– Capacity and Queuing Analysis

Olsson will conduct operational capacity and queuing analysis of the intersections in Task 301 for typical weekday AM and PM peak hour periods for existing conditions.

Phase 400 – Traffic Signal Design/Timing

Task 401 – Traffic Signal Design (Gregg Ave.)

Olsson will design a traffic signal for the intersection of Maple Street and Gregg Avenue meeting the City of Fayetteville's signal standards. Design of the signal will include combination street lighting mounted on the signal poles as well as pedestrian bicycle (cycle track) accommodations (signal heads, and pushbuttons), controller, and video detection. Design will include any pavement marking and signing associated with the intersection. Traffic control is to be provided by the City's standard detail if available. An engineer's opinion of probable construction costs will be provided as a part of the project.

Note: Design includes accommodations (such as Detection) at the intersection for the cycle track along Maple Ave but does not include design of the Cycle track itself.

Task 402 – Traffic Signal Design Modification (Arkansas Ave.)

Olsson will modify the existing traffic signal equipment (Detection & Bike Heads) to accommodate the cycle track along the south side of Maple Street. It is assumed that existing signal design plans for the intersection will be provided by the City.

Task 403 - Shop Drawing Review

Olsson will review all traffic signal components submittals and forward to the city for final approval.

Task 404 – Signal Timing Optimization (Maple Street)
Olsson will complete preliminary analysis for four signals along Maple Street to determine if signal coordination is appropriate for the corridor or if any of the intersections operate better in free operation. If it is determined that signal coordination is appropriate, Olsson will prepare signal coordination plans utilizing Synchro Software Version 10. The signal timings will be developed for the weekday morning, midday, and afternoon peak periods.

Optimized timing parameters including minimum green, passage and Max 1 green times will be developed for free mode operation.

Task 405 – Meeting
One meeting is included with the Phase 400 basic scope of services.

Exclusions:
Signing Inventory
Crash History
Signal Warrants/Designs maybe dependent upon the outcome of two-way to one-way street conversions
Cycle Track Design
Signal Timing does not include Implementation

SUBCONSULTANTS

No subconsultants are anticipated.

STANDARD OF CARE

MWY/Olsson agrees to provide all of its services in a timely, competent and professional manner, in accordance with applicable standards of care, for projects of similar geographic location, quality and scope.

SCHEDULE FOR MWY/OLSSON SERVICES

Unless otherwise agreed, MWY/Olsson expects to perform its services under the Agreement as follows:

Anticipated Start Date:	Data Collection: September 2018 (after the return of students and establishment of average traffic patterns.)
Anticipated Completion Date:	Results of preliminary evaluation of turn-lane removal: Approximately 30 days after data collection Draft Traffic Study and Signal Warrant Analysis: Approximately 60 days after data collection

MWY/Olsson will endeavor to start its services on the Anticipated Start Date and to complete its services on the Anticipated Completion Date. However, the Anticipated Start Date, the Anticipated Completion Date, and any milestone dates are approximate only, and MWY/Olsson

reserves the right to adjust its schedule and any or all of those dates at its sole discretion, for any reason, including, but not limited to, delays caused by Client or delays caused by third parties.

COMPENSATION

MWY/Olsson proposes to provide these services on a fixed fee basis in accordance with MWY/Olsson's current "On-Call" Professional/Consultant Services Contract plus reimbursable expenses in accordance with the Contract.

The total fixed fee, which includes costs of subconsultants but not reimbursables, shall be equal to the following:

Traffic Study:	$ 36,000.00
Signal Design (Maple/Gregg)	$ 19,000.00
Signal Modification Design (Maple/Arkansas)	$ 12,000.00
Signal Timing Optimization	$ 8,000.00
Shop Drawing Review	$ 1,500.00
Total Fixed Fee:	**$ 76,500.00**
Expense Estimate**:**	$ 500.00

MWY/Olsson will submit invoices on a monthly basis, and payment is due within 30 calendar days of invoice date.

If the University of Arkansas requests work in addition to the Scope of Services shown above, MWY/Olsson shall invoice the University of Arkansas for such additional services (Optional Additional Services) at the standard hourly billing labor rate charged for those employees actually performing the work, plus reimbursable expenses if any. Olsson shall not commence work on Optional Additional Services without prior written approval from the University of Arkansas.

Please indicate your authorization for us to begin work by signing and returning a copy of this letter by email. We greatly appreciate the opportunity to work with you on this project. If you have any questions or comments, please do not hesitate to contact us.

McGOODWIN, WILLIAMS & YATES, A DIVISION OF OLSSON ASSOCIATES, INC.

By _____
Ron Mersch, Office Leader

By _____
Brad Hammond, P.E. Team Leader

University of Arkansas Facilities Management

Authorized: _____ Digitally signed by Daniel Clairmont Date: 2018.08.29 12:53:24 -05'00'

Date: 29 Aug 2018

- **Easement Preparation or Acquisition**. At this time, work is anticipated to be limited to extents within existing rights-of-way. However, if required, a separate proposal will be provided for these services.
- **Biological Surveys or Environmental Studies or Permitting** (except for Storm Water Pollution Prevention Plans and applicable construction stormwater permitting, which are included in this proposal.)

SUBCONSULTANTS

MWY/Olsson plans to engage the services of ALTA Planning + Design to assist with the design of the bike circuit and appurtenances. No other subconsultants are anticipated.

STANDARD OF CARE

MWY/Olsson agrees to provide all of its services in a timely, competent and professional manner, in accordance with applicable standards of care, for projects of similar geographic location, quality and scope.

SCHEDULE FOR MWY/OLSSON SERVICES

Unless otherwise agreed, MWY/Olsson expects to perform its services under the Agreement as follows:

Anticipated Start Date:	Upon execution of this proposal.
Anticipated Completion Date:	Construction Documents submitted February 15, 2018

MWY/Olsson will endeavor to start its services on the Anticipated Start Date and to complete its services on the Anticipated Completion Date. However, the Anticipated Start Date, the Anticipated Completion Date, and any milestone dates are approximate only, and MWY/Olsson reserves the right to adjust its schedule and any or all of those dates at its sole discretion, for any reason, including, but not limited to, delays caused by Client or delays caused by third parties.

COMPENSATION

MWY/Olsson proposes to provide these services on a fixed fee basis in accordance with MWY/Olsson's current "On-Call" Professional/Consultant Services Contract plus reimbursable expenses in accordance with the Contract.

The total fixed fee, which includes costs of subconsultants but not reimbursables, shall be equal to the following:

Detailed Design Phase:	$320,000
Bid Phase:	$ 17,000
Construction Administration Phase:	~~$110,000~~
Total Design, Bid, and CA:	~~**$447,000**~~
	$337,000
	+$ 77,000
	$414,000

Construction Administration Phase excluded Will wait until project is ready for construction

Traffic Study

Total

MWY Olsson will submit invoices on a monthly basis, and payment is due within 30 calendar days of invoice date.

NOTE: The total fixed fee for construction administration above is based on a total construction phase not exceeding six (6) months. If construction exceeds six (6) months, compensation for construction administration phase services will be subject to adjustment as an amendment to this agreement upon the written concurrence of the University of Arkansas.

Reimbursable expenses will include a mark-up of 10%, and may include mileage, reproduction costs, and review fees. These expenses are estimated to be approximately $2,000.

Please indicate your authorization for us to begin work by signing and returning a copy of this letter by email. We greatly appreciate the opportunity to work with you on this project. If you have any questions or comments, please do not hesitate to contact us.

McGOODWIN, WILLIAMS & YATES, A DIVISION OF OLSSON ASSOCIATES, INC.

By _____
Ron Mersch, Office Leader

By _____
Brad Hammond, P.E. Team Leader

University of Arkansas Facilities Management

Authorized: _____ Digitally signed by Daniel Clairmont Date: 2018.08.29 12:53:24 -05'00'

Date: 29 Aug 2018