



CITY OF BEVERLY HILLS STAFF REPORT

Meeting Date: April 3, 2012
To: Honorable Mayor & City Council
From: Aaron Kunz, Deputy Director of Transportation *ak*
Subject: North Santa Monica Boulevard Reconstruction
Attachments: 1. Draft Request for Proposal for North Santa Monica Boulevard Reconstruction Project

INTRODUCTION

This report provides a draft Request for Proposal (RFP) for design services related to the North Santa Monica Boulevard (NSMB) reconstruction project and outlines staff's proposed public outreach process.

DISCUSSION

In 2005, the State of California relinquished ownership of NSMB within the City of Beverly Hills to the City of Beverly Hills. The pavement quality, drainage system and other physical elements have deteriorated to the extent that the boulevard requires significant reconstruction. Staff has identified five phases of the NSMB reconstruction project:

- Phase 1: Topography and Utilities Survey
- Phase 2: Public Outreach/Conceptual Design
- Phase 3: Project Design
- Phase 4: Construction Bidding
- Phase 5: Construction.

In 2011, the City completed Phase 1, the Topography and Utilities survey that identified existing underlying infrastructure (e.g., franchised utilities, city and county-owned storm drains, sewers, city-owned waterline) and accurately established the centerline and right-of-way of NSMB.

The attached draft RFP solicits design consultant services for Phase 2 (Public Outreach/Conceptual Design development) and Phase 3 (Project Design). The draft RFP calls for the public outreach/conceptual design process to be conducted during

Phase 2 to determine what enhancements should be made to the NSMB in addition to the core reconstruction project. The RFP calls for a highly qualified Civil Engineering firm to lead the design team through the completion of the project to provide continuity.

NSMB's roadway right-of-way extends approximately 20-feet beyond the existing northern curb face, but this has predominately been assimilated into Beverly Gardens Park. City Council direction to date has been that no widening of the roadway will occur beyond the existing curb face.

The primary options to be considered as part of Phase 2 include:

- *Consideration of bicycle routes*

The existing curb face would allow a traditional bicycle lane in one direction (one concept is to have an eastbound bicycle lane on NSMB and a companion westbound bicycle lane on Carmelita Avenue). Anticipating interest in bicycle lanes in both directions, the RFP requires the project team to prepare graphics showing the constraints of the existing curb faces and show the amount of additional roadway (if any) that would be required to have bicycle lanes in each direction on the boulevard.

- *Transit Stops*

There are four major transit stops along the Boulevard serving the Metro Rapid Bus Line in addition to 14 local bus stops. The RFP requires the project team to prepare options for transit amenities at these 18 locations in addition to concrete bus pads.

- *Landscaping/Urban Design*

With respect to landscaping and urban design, the primary enhancement option that must be determined prior to the commencement of Phase 3 is if landscaped medians should be incorporated into the project. Due to the fact that there are currently other pending/ potential projects at the City's Gateways, Beverly Gardens Park, and Parcels 12 and 13; some of the aesthetic decisions (e.g., landscaping) may be postponed until Phase 3.

The RFP includes the developing conceptual design alternatives and conducting public outreach to assist the City Council in deciding which of the above enhancements will be incorporated into Phase 3 (final design) by the end of 2012. The project team will also be required to provide a construction mitigation plan and updated cost estimates to the City Council as part of Phase 2. City Council action will be needed prior to proceeding with Phase 3.

With City Council approval of Phase 2 by the end of 2012, Phase 3 (project design) will be completed by September 2013 and Phase 4 will be completed by January 2014. This schedule provides for construction to begin in early 2014. Construction is expected to take approximately 18-30 months, depending on the construction mitigation program to be developed as part of Phase 2.

Public Process

Staff outlined a public process in the RFP to take place in three parts. First would be two public scoping meetings where the community will be provided the parameters of the reconstruction project and options available for enhancements beyond the core project as described in the RFP. Walking tours of NSMB would also be provided. The intent of the public scoping meetings and walking tours is to engage the community, including property owners adjacent and nearby NSMB, early in the process. The second part will involve a series of public meetings to review conceptual design alternatives. Prior to initiating these two phases, staff recommends that a NSMB Committee be formed comprised of two representatives each of the Traffic & Parking, Public Works and Recreation & Parks Commissions to provide recommendations to the City Council. The Third part would involve presentation of the Committee recommendations to the City Council.

FISCAL IMPACT

The preliminary cost estimates for the NSMB reconstruction project is approximately \$12 million. The proposed FY 2012-13 Capital Improvement Project includes \$11.9 million for the project, including:

State of California Relinquishment Funds:	\$4.3 million
State Highway Gas Tax Funds:	.5 million
Proposition C:	1.5 million
Measure R:	.8 million
General Fund Reserves:	4.8 million

RECOMMENDATION

Staff seeks City Council comments on the attached draft North Santa Monica Boulevard Reconstruction Project RFP, project timeline and the proposed public outreach process including the concept of establishing a NSMB Committee comprised of two members each from Traffic & Parking, Public Works and Recreation & Parks Commissions.

 _____
David Gustavson
Approved By

Attachment 1

COVER LETTER

The City of Beverly Hills requests proposals for consulting services from qualified civil engineering firms, licensed in the State of California, to prepare conceptual design and detailed plans and contract specifications for the reconstruction of North Santa Monica Boulevard within the City of Beverly Hills city limits.

The selected civil engineering consultant shall be responsible for managing a project team through the following phases of the project: 1) public outreach/conceptual design and 2) prepare detailed plans, specifications and construction cost estimate for inclusion in contract bid documents, in addition to providing supporting services through the bidding and construction phases. The city's Deputy Director of Transportation will manage Phase 1 of the project and the City Engineer will manage Phase 2. The selected team will work closely with City staff, City Commissions and Committees, elected officials, and the Beverly Hills community. The team must have proven expertise at working effectively with such entities on similar boulevard revitalization projects.

In addition to civil engineering, the project team is expected to have expertise in traffic/transportation engineering/planning, in urban design/landscape architecture electrical and geotechnical engineering, project cost analysis, and public relations/community outreach experience. Upon selection of the lead civil engineering firm, the City reserves the right to negotiate changes to the consultant's proposed sub consultants.

A copy of the RFP is attached and will be available for download on the City of Beverly Hills website at: www.beverlyhills.org no later than April 9, 2012. A briefing session for all prospective consultant proposers will be held on XXX at XXX p.m. in Conference Room #217 of the City of Beverly Hills Public Works Building, 345 Foothill Road, Beverly Hills, CA 90210 (Parking is available in the city-owned parking garage at 9933 West 3rd Street). Questions may be submitted to Aaron Kunz, Deputy Director of Transportation, in writing on or before 5 pm on Friday, April 30, 2012. Responses to all questions and additional documentation requested will be posted on the City's website.

SECTION I: INTRODUCTION

North Santa Monica Boulevard (NSMB) is a principal arterial carrying traffic (up to 51,000 ADT) from the Cahuenga Pass and Hollywood through West Hollywood to major employment centers in Beverly Hills, Century City in West Los Angeles and points west to the 405 Freeway. NSMB collects additional east-west traffic in Beverly Hills where it is joined by a minor north/south arterial, Beverly Drive/Coldwater Cañon, which in turn carries commuter traffic (up to 23,200 ADT) from the northern residential San Fernando Valley areas.

In July 2011, Rick Engineering Company completed a Right of Way, Topographic and Utilities Survey along Santa Monica Boulevard North between Moreno and Doheny Drives (west to east city limits) in preparation for this street reconstruction project.

The centerline length of NSMB within the city limits is approximately 1.8 miles with a right-of-way width of 85 feet. NSMB can be described in distinct sections from east to west as described below:

- North side between the eastern city limits at Doheny Drive and Wilshire Boulevard: In this section, the right-of-way line lies approximately 20 feet beyond the existing north curb face which has been predominantly assimilated as part of the Beverly Gardens Park, a historically significant park between Crescent and Rodeo Drives. Three churches are located immediately west of the park between Rodeo and Roxbury Drives and the Wilshire Fountain is at the corner of NSMB and Wilshire Boulevard.
- South side between the eastern city limits at Doheny Drive and Wilshire Boulevard: In this section, the south side of the boulevard consists of privately held parcels 12 and 13. The property is fenced off and planned eventually to be landscaped through a private or City purchase. West of parcels 12 and 13 is the City Hall complex, the future Annenberg Center of Performing Arts, municipal parking facilities, and private property. In this area, the right-of-way extends at or only a few feet beyond the existing curb face.
- Both sides between Wilshire Boulevard and western City limits: Two development projects have been approved for the north side of the boulevard in this section, the "Beverly Hilton" and the "9900 Santa Monica Boulevard" (former Robinsons - May site). Construction has not yet commenced on either project. On the south side, the "Gateway Project" is currently under review by the Planning Commission to be developed for the entire property in this area between NSMB and South Santa Monica Boulevard.

The right-of-way and parks are included in Rick Engineering's topographic and utility survey (**See Appendix X for sample sheets from Topo and Utility Survey**)

The City of Beverly Hills requests proposals for consulting services from qualified civil engineering firms, licensed in the State of California, to prepare conceptual design and detailed plans and contract specifications for the reconstruction of North Santa Monica Boulevard within the City of Beverly Hills city limits. Phase 1 of the project includes facilitating public processes to lead to City Council approval of conceptual design, including but not limited to bicycle facilities, transit amenities, median treatments, street lighting and construction mitigation measures and initial cost estimates. Phase 2 includes preparing detailed plans, specifications and construction cost estimate for inclusion in contract bid documents (proposed scope of work includes pavement and water storm drain systems replacement, potential utility relocation and new hardscape infrastructure). As part of Phase 1; the team will also include details for construction mitigation measures necessary to reconstruct the heavily travelled boulevard. Authorization to proceed with Phase 2 will occur upon City Council approval of conceptual design and cost estimate and provision of all deliverables outlined in Phase 1.

Reconstruction of the section of the roadway between Wilshire Boulevard (west end) and the west City limit will need to be coordinated with pending development projects on both sides of the boulevard. Additionally, construction will soon commence on the Annenberg Center of Performing Arts on the south side of North Santa Monica Boulevard between Canon and Crescent Drives, which will include construction of new sidewalks within their project scope of works.

The NSMB Signal Synchronization project is currently underway and no changes to the new traffic signal infrastructure are anticipated under this proposed boulevard beautification project.

In addition to the development projects, there are two potential urban design/landscape projects along or adjacent to the boulevard. The City's Community Services Department is managing an agreement to design the City's gateways, including the City's eastern Gateway in West Hollywood at NSMB and Doheny Drive, which incorporates the "pork chop" at the easterly City limits. The other project is a private fundraising effort by a resident, Steven Gordon, to restore and enhance the Beverly Gardens Park and right-of-way on the north side of NSMB between Doheny Drive and Wilshire Boulevard. This effort may also extend to Parcels 12 and 13.

As these two projects are still undefined, the landscape and urban design efforts of Phase 1/Conceptual design will be limited to determining the extent of landscaped medians (if any) and transit stop amenities. During Phase 2, landscape and urban design efforts will include providing continuity to areas not covered by the two projects, such as adjacent to City parking facilities and the sidewalk area in front of the three Churches between Rodeo and Bedford Drives.

If both projects are fully implemented, the landscape/urban design efforts on this project will be limited to coordination with the two projects, proposals of landscaped medians, and providing continuity to areas not covered by the two projects (e.g., adjacent to City parking facilities).

The selected consultant must meet the project timeline and budget, prepare and complete final construction documents, provide agency coordination, obtain permits and provide construction administration services. In addition, the project must be designed and constructed using materials that can be easily maintained in a high-traffic environment; that are highly durable and that resist graffiti, weather and vandalism. The team will be required to implement design and construction techniques for the project which increase life-cycle economic return, increase durability and recyclability of construction materials and systems and minimize waste, pollution and urban runoff.

SECTION II: BACKGROUND

Santa Monica Boulevard North is part of the original 'Route 66', and up until the "Los Angeles' freeway" era, was a route of national significance, representing the primary

gateway for travelers coming from the east to Santa Monica and the Pacific Ocean. Designated as State Route 2, Santa Monica Boulevard North was designated as part of the regional freeway network and plans were in place for it to become the "Beverly Hills Freeway." However; by the 1970's, plans for the "Beverly Hills Freeway" were dropped, primarily due to strong community opposition.

During the 1990's and early 2000's, the State of California began relinquishing Santa Monica Boulevard to local jurisdictions due to the high cost of maintaining the roadway. Upon relinquishment, the city of West Hollywood (east of Beverly Hills) constructed a major streetscape project which included narrowing the existing median and widening sidewalks. In 2005; the city of Los Angeles (west of Beverly Hills) constructed the "Santa Monica Transit Parkway Project" which consolidated both "North and South Santa Monica Boulevards" into one thoroughfare. In both the cities of West Hollywood and Los Angeles, Santa Monica Boulevard is lined with commercial and retail establishments. It should be noted that no commercial businesses directly front Santa Monica Boulevard North within Beverly Hills city limits.

In 2005 the State of California relinquished Santa Monica Boulevard North to the City of Beverly Hills. The road has since significantly deteriorated and City staff are anticipating that the roadway pavement will need to be completely reconstructed. Upon relinquishment in 2005, the City of Beverly Hills studied the possibility of widening the existing boulevard by five feet to add a third westbound lane. The community strongly opposed any widening and current City Council direction is that that roadway will not be expanded beyond the existing northern curb face. Minimal opportunities exist to widen the roadway beyond the existing southern curb face as the City's right-of-way is only 2 feet' behind the existing curb face.

Although it is assumed that the roadway is not anticipated to be widened, the project scope of work includes needed improvements within the entire right-of-way, including curb return modifications, storm drain redesign/reconstruction, sidewalk replacement (as needed), landscaping, and possible extensions of the existing sidewalks.

SECTION III: PHASE 1 SCOPE OF SERVICES

During the conceptual design/public outreach phase, the project team will prepare the following items and conduct public outreach in order to present recommendations to the Beverly Hills community, Commissions and City Council. The project team shall plan to present their final recommendations to Council by the end of 2012 with no changes anticipated to the existing roadway width.

I. Conceptual Design

The conceptual designs will include the following:

- a. Consideration of bicycle routes. Both the City of Los Angeles “Transit Parkway Project” and the city of West Hollywood’s “Streetscape Project” (from Doheny Drive to La Cienega Boulevard) have existing Class 1 bicycle lanes. The project team shall undertake the community outreach process to facilitate the City Council’s determination of how bicycles shall be accommodated within the project limits. Within the existing curb faces, staff’s preliminary evaluation is that a Class 1 bicycle lane can be accommodated in only one direction. One preliminary concept is to place an eastbound only Class 1 bicycle lane. The project team shall be prepared to present alternatives for bicycle lanes/routes/sharrows that include using the limited right-of-way on the south side of the Boulevard. Graphics should show in detail the constraints of the existing curb faces and also show the amount of additional roadway (if any) that would be required to have a bicycle lane in each direction. Concepts should include striping to facilitate bicycle movement through intersections.

- b. Transit Stops – Santa Monica Boulevard North has four major transit stops along Santa Monica Boulevard North (at Wilshire and Canon/Crescent Drives) serving Metro Rapid bus lines. An existing bus cut-out exists on the north side of the boulevard between Crescent and Canon Drives. The existing sidewalk adjacent to City Hall on the south side of NSMB (between Crescent and Rexford Drives) has recently been constructed to accommodate buses at that location. The project team should prepare options for transit amenities at both Metro Rapid locations. Options should include bus benches, trash receptacles and bus shelters; ensuring that options for bus shelter designs meet current Los Angeles Metropolitan Transportation Authority (Metro) guidelines for federal “Very Small Start” funding.

- c. Urban Design/landscaping – It should be noted that separate projects are currently under consideration by city staff for a) gateway treatments at both the western (Whittier) and eastern city limits (including the privately owned median), b) landscaping options for Beverly Gardens Park and c) landscaping options for former Railroad-owned properties Parcels 12 and 13 (southern side of Santa Monica Boulevard North between City Hall and the east City limit).

The core boulevard revitalization project shall include:

- 1. New street lighting
- 2. New signage – street, regulatory signage throughout the entire length of the boulevard. Wayfinding signage design shall be coordinated with the City’s Civic Center Wayfinding Project.
- 3. New landscaping which must coordinate with other existing project landscape on both sides of the boulevard between Rodeo and Wilshire and on the south side of the boulevard between Rexford and Civic Center Drives adjacent to the city’s police station.
 - a) Additional options developed during scoping process may include:
 - 1) Landscaped medians
 - 2) Sidewalks



- d. A construction mitigation plan must be developed with options that will balance the need to maintain smooth traffic flow and timeframe of construction together with minimal noise and traffic impacts to adjacent residential neighborhoods.
- e. Project cost estimates of recommended alternatives developed during Phase 1 of the project must include evaluation of potential infrastructure improvements outlined in Phase 2 scope of works.
- f. Public Outreach – proposals should include the option of providing public outreach, including development and mailing of meeting notices, brochures, and webpage/social media material. City will determine (prior to agreement approval) if these services will be provided in-house or through the consultant agreement.

II. Community Public Outreach:

The following public outreach is anticipated for Phase 1 of the project:

- a. Two public scoping meetings: Project team shall conduct City “open houses” with graphical presentations of the existing boulevard and clear presentation of parameters of the project; within approximately six weeks of agreement approval.
- b. Approximately four walking tours of the area to educate interested parties and receive input.
- c. Commission/Committee Meetings: Approximately four to six weeks after the two public scoping meetings, the project team shall provide presentations of conceptual design options and associated cost estimates and facilitate City Commission/Committee recommendations for conceptual design options. It is anticipated that approximately five meetings will be required over a two month period.
- d. City Council approval of conceptual design and cost estimate. It is anticipated that approximately four (4) City Council meetings will be needed to approve conceptual design.

At a minimum, the conclusion of Phase 1 shall include City Council approval of all core infrastructure decisions about the project, including the extent of bicycle lanes, landscaped medians, sidewalk replacement/additions, and location of bus stops. To meet project time goals, certain aesthetic decisions (e.g., type of landscaping and street furniture selection) may need to be deferred to coincide with Phase 2.

Reports/Graphics:

For each public outreach meeting, the consultant shall prepare appropriate reports, hand-outs, graphical presentations, and PowerPoint presentations. A detailed final report shall be prepared at the end of Phase 1 for City Council review.

III. Further Information and Contacts Phase 1

Questions regarding Phase 1 of the project may be directed to the Deputy Director of Transportation, Aaron Kunz, at 310-285-2563 or at akunz@beverlyhills.org.

SECTION IV: PHASE 2 SCOPE OF SERVICES

Project Design

I. City Provided Services:

The civil engineering consultant selected will be provided with the Autocad base map prepared by Rick Engineering (scale of 1" = 40') which depicts existing conditions as of July 2011 and:

- a. Is based on aerial topography with 1-foot contours and 1" = 40' scale covering the entire length of the Santa Monica Boulevard North within the City limits, plus an overlap of the nearest intersection at both City limits. It also covers the entire right-of-way width including a minimum overlap of 100 feet beyond both the north and south right-of-way lines. We will also provide ortho photos of the entire length and width as flown for the aerial topography.
- b. Maps the existing physical conditions and infrastructure of the project area in minute detail including existing utilities, sewer, storm drain, catch basins, culverts, manholes, water, cable TV, electric, gas, fiber optic (**See Appendix XX for Utility Contact List**), sidewalks, ADA curb ramp intersections, existing curb radiuses, curb, gutter, curb and gutter, grass and/decorative parkway, crossings, street trees or wells, parking, street lights and Pre-July 2011 signals and traffic signal cabinet locations, all pull boxes and vaults, public signage, travel/turn lanes and widths, driveways, bus stops, storefronts and doorways, newspaper racks, benches, litter receptacles, bicycle racks, bollards and existing land uses.
- c. Includes that section of Beverly Gardens Park (between Crescent Drive and east city limit) and approximately 100LF of the eleven north/south alleys that dead end and drain under the north edge of the park.

II. Overview of the Final Design Requirements:

This Request for Proposal is for professional design services for the development of final contract documents for the reconstruction of Santa Monica Boulevard North.

The civil engineering consulting firm shall provide the following services:

1. Prepare and submit a detailed work plan and schedule for the design phase of the project prior to commencement of the work.
2. Review and incorporate as needed all available record/currently under design/construction drawings (prepared after July 2011 Topography and Utility Plan preparation date) from City staff including but not limited to:
 - As-Builts for Santa Monica Boulevard North Traffic Signal Synchronization Project currently under construction March 2011 to May 2012.
 - Concept Plans for Santa Monica Boulevard North at Doheny Drive Gateway Monument Project currently under design November 2009 to Present.
 - As-Builts for Crescent Garage Off-Site Improvements (between Rexford and Canon) completed November 2011.
 - Approved Development Plans for Annenberg Cultural Center Off-Site Improvements (between Canon and Crescent) currently under construction July 2011 to Present.
 - Approved Development Plans for the Hilton Revitalization Project at Wilshire/Santa Monica Boulevard
 - Approved Development for the 9900 Wilshire 235 condominium development that backs onto Santa Monica Boulevard North.
 - Concept plans for the "Gateway" project, including use of the Rail Right-of-Way (T-1) property located to the south of North Santa Monica Boulevard between Wilshire Boulevard and the western city limits.
 - Concepts for the Beverly Gardens Restoration Project.
 - Concept Plans for "Melrose Triangle Project" in West Hollywood on southside of Santa Monica Boulevard North east of Doheny Drive which is currently under CEQA process.

Detailed Scope Of Services:

- a. Review and utilize documents listed above together with Council approved
 - ❖ Concept Plan and Construction Phasing Schedule and associated traffic control/detour plans plan from Phase 1 and
 - ❖ City-provided Topography and Utility Plan prepared by Rick Engineering in July 2011and Incorporate into Final Design Plans.
- b. Update and expand existing base topography mapping where necessary to reflect any/all changes to existing infrastructure and/or utilities since City-provided Topo was completed.

- c. Engage the services of a Licensed Surveyor to obtain additional field surveying, as needed including replacing survey monuments and records of survey, as needed.
- d. Incorporate findings and other design criteria into the final design documents; including but not limited to proposed temporary construction easements and Construction Phasing.
- e. Ensure that project design and specifications comply with the requirements of the environmental document.
- f. Perform geotechnical and environmental investigation for pavement design and for the presence of hazardous material.
- g. Review City of Beverly Hills Storm Drain Master Plan (developed by Psomas Engineering in 2002 See Exhibit XX) for recommendations for the upgrade of the following existing drainage facilities (due to capacity issues) under Santa Monica Boulevard North:
 - a) 39" Storm Drain running perpendicular to SMBN at N. Linden Drive
 - b) 27" Storm Drain running parallel to north side of SMBN between N. Cañon and N. Rexford Drives
 - c) 39" Storm Drain running perpendicular to SMBN at N. Elm Drive
 - d) Twin 5' x 4' Storm Drain Box running perpendicular to SMBN at N. Arden Drive
 - e) 42" Storm Drain running perpendicular to SMBN at Alta/N. Palm Drive

Engage the services of a specialized Pipeline Video Company to document the condition of the following existing drainage facilities under SMBN:

- a) 30" Storm Drain running parallel to south side of SMBN west of Moreno Drive
- b) 27" Storm Drain running perpendicular to SMBN at Wilshire Blvd
- c) 36" CMP Storm Drain running perpendicular to SMBN at N. Roxbury Drive
- d) 15"-24" CMP Storm Drain running parallel to north side of SMBN between N. Roxbury and N. Rodeo Drives
- e) 12" CMP and 2 - 30" RCP Storm Drains running perpendicular to SMBN at Alley west of N. Camden Drive
- f) 24"-27" Storm Drain running parallel to north side of SMBN between N. Rodeo and N. Canon Drives
- g) 33"-60" Storm Drain running parallel to centerline of SMBN between N. Rexford and N. Arden Drives
- h) Twin 5' x 4' Storm Drain Box running perpendicular to SMBN at N. Arden Drive
- i) 30" Storm Drain running perpendicular to SMBN at N. Sierra Drive

and prepare a roadway drainage report including complete set of profiles and drainage patterns for storm drain replacement plans, entire roadway and a base map with all existing and proposed drains and required storm drain upgrades/replacements. Set a profile and curb and gutter grades for the entire project. Ensure project design controls storm water runoff quality and quantity.

- h. Review City of Beverly Hills Water Map (developed by City's Public Works GIS Specialist in 2011 See Exhibit XX) for required water mainline replacements under Santa Monica Boulevard North at the following approximate locations:
 - a) 1961 8-10" CI waterline between west city limit and Wilshire Boulevard
 - b) 1924 4" CI waterlines perpendicular to SMBN in Alleys west and east of Walden Drive and east of N. Linden Drive
 - c) 1935 12" CI waterline perpendicular to SMBN at Wilshire Boulevard
 - d) 1975 12" DI waterline between Wilshire Boulevard and N. Roxbury Drive
 - e) 1956 24" Steel waterline running perpendicular to SMBN at N. Rexford Drive
 - f) 1977 16" DI waterline running perpendicular to SMBN at N. Doheny Drive

and prepare waterline replacement plans for these facilities

- i. Review City of Beverly Hills Sewer CCTVs and accompanying Reports (prepared by AST in September 2011) and develop recommendations for the potential rehabilitation of the following thirty sewer mainline segments (8,100LF) under Santa Monica Boulevard North:
 - a) 8" Sewer running perpendicular to SMBN at Moreno Drive
 - b) 8" Sewer running parallel to north side of SMBN west of Wilshire Blvd
 - c) 15" and 6" Sewer running perpendicular to SMBN at Wilshire Blvd
 - d) 8" Sewer running parallel to north side of SMBN between Alley west of N. Linden and N. Linden Drive
 - e) 8" Sewer running perpendicular to SMBN at Alley west of Linden
 - f) 10" Sewer running parallel to north side of SMBN between Alley west of N. Roxbury and N. Bedford Drive
 - g) 8" Sewer running perpendicular to SMBN at Alley west of N. Roxbury
 - h) 15" Sewer running perpendicular to SMBN at N. Bedford Drive
 - i) 6" Sewer running parallel to north side of SMBN between Alley west of N. Camden and N. Rodeo Drive
 - j) 6" Sewer running perpendicular to SMBN at Alley west of N. Camden Drive
 - k) 10" Sewer running perpendicular to SMBN at N. Camden Drive

- l) 8" Sewer running parallel to north side of SMBN between N. Beverly and N. Canon Drives
- m) 6" Sewer running parallel to north side of SMBN between Alley west of N. Rexford and N. Rexford Drive
- n) 6" Sewer running perpendicular to SMBN at Alley west of N. Rexford Drive
- o) 6"-12" Sewer running perpendicular to SMBN at N. Rexford Drive
- p) 12"-15" Sewer running parallel to north side of SMBN between Alley west of N. Palm and N. Sierra Drive
- q) 12" Sewer running perpendicular to SMBN at Alley west of N. Palm Drive
- r) 15" Sewer running perpendicular to SMBN at N. Sierra Drive

Engage the services of a specialized Pipeline Video Company to document the condition of the following existing sewer facilities under SMBN:

- a) 8" - 10" Sewer running along north side of SMBN between N. Canon and N. Crescent Drives

and prepare a Sewer Rehabilitation Design report for all targeted segments including complete set of profiles for sewer replacement plans, and a base map with plan, profile and rehabilitation details of all proposed sewer upgrades/replacements. Ensure all sewer laterals are clearly identified.

- j. Perform necessary hydrology study and hydraulic calculations to determine the amount of runoff reduction required from the eleven north/south alleys that dead end under the north edge of Beverly Gardens Park between Crescent Drive and east city limit.
- k. Perform necessary Americans with Disabilities Act and Guidelines (ADA&G) review and make recommendations for compliance.
- l. Develop and prepare final design plans, specifications and cost estimates based on the approved concept plans from Phase 1 and as detailed below.
- m. Prepare individual cost estimates for each of the major design components e.g. pavement reconstruction cost; curb and gutter replacement cost; alley drainage interception system cost etc in order to review project components with city staff to develop a recommended project and revise, as necessary
- n. Provide project management services throughout the course of the project, including discipline coordination/document checking, coordination with city staff, data coordination, value engineering analysis, site analysis, materials research/specifications, constructability reviews and sustainability.
- o. The selected Consultant shall allocate time for monthly progress meetings with the City of Beverly Hills.

- p. Deliverables will include mylars, electronic copies and 5 hard copies of the final contract documents.
- q. The main purpose of Phase 2 is to have final Plans, Specifications and cost estimates prepared for Santa Monica Boulevard North Reconstruction/Enhancement project that can be utilized by Contractors bidding on this project. As discussed earlier in this Proposal; Phase 1 included the evaluation of the feasibility of implementing various streetscape design alternative ideas which may or may not potentially include:
- Bicycle lanes
 - Preliminary design by an Electrical Engineer to determine adequacy of existing streetlights
 - replacement of existing signage
 - redesign of east end pork chop island
 - reconstruction of entire pavement section, including curb, gutter, sidewalk and curb ramps
 - some realignment of existing curb and gutter at intersecting streets related to curb return radius revisions for improved bus turning radi
 - Redesign and reconstruction of existing storm drain system on north side of Boulevard
 - Preliminary geotechnical investigation and design by a Licensed Geotechnical Engineer to determine infiltration capacity of Beverly Gardens Park (between Crescent and east city limit) to explore the feasibility of intercepting and installing an infiltration system (BMP) that holds and disperses run-off from eleven perpendicular alleys into the park)
 - Utilization of drought tolerant and Southern California native plants appropriate to the City of Beverly Hills habitat and drip or other low-volume water conserving irrigation systems especially in raised medians (that have Sunday-only maintenance windows)

This phase also involves:

- Pre-design services that may include, but are not limited to geotechnical investigation for pavement design; preparation of geotechnical and hydrology reports related to storm drain system design and electrical services for new streetlight design
- Anticipating maintenance requirements and developing preliminary Project construction and maintenance cost estimate, with an emphasis towards minimizing future maintenance/operational costs

Meetings

Coordination and Project Team Progress Meetings: Attend monthly project team progress and coordination meetings at Public Works building with City's Project



Manager and other stakeholders to monitor the project design status, scope, schedule and budget. Prepare and distribute project design status reports. Schedule and attend meetings with the City as necessary, to review and discuss specific issues not covered during design progress meetings.

Reports

Monthly Reports: Prepare monthly summary reports indicating project status, conditions encountered, schedule update and current project costs. Recognize critical issues early on to discuss and resolve them with the City.

Distribution: Distribute reports to all parties involved.

Plans, Specifications and Estimates

1. Develop and prepare final design plans for grading, drainage, waterline replacement, sewer and storm drain mainline rehabilitation (including plan and profile), pavement reconstruction, new street lighting, landscape and irrigation based on the approved concept plans and compatible with a City format using the most recent City and Public Works Construction Standards.
2. Develop detailed design roadway cross sections
3. Design bus pads at all bus stops
4. Prepare a sign inventory and replace all faded/damaged signs and upgrade all signs that do not conform to the latest Manual on Uniform Traffic Control Devices (MUTCD) as amended for use in California
5. Prepare striping and signage plans
6. Prepare an itemized engineer's quantity estimate and construction costs for all items of work
7. Prepare Contract Specifications (City will provide Standard Contractual Requirements (SCR) section only)
8. The Special Provisions section of the Contract Specifications shall reflect the plans that the design team has prepared. These Special provisions shall supplement the 2009 Edition of the Standard Specifications for Public Works Construction, with all revisions.
9. Incorporate construction phasing schedule and associated traffic control/detour plans (approved under Phase 1) into Final Plans
10. Submit and facilitate the review of the following deliverables:
 - a. Preliminary Plans and Engineer's Estimate (35%)
 - b. 65% Plans, Draft Contract Specifications and Engineer's Estimate
 - c. 90% Plans, Contract Specifications and Engineer's Estimate
 - d. Final Plans, Contract Specifications and Engineer's Estimate
11. Distribute Preliminary, 65% and 90% Plans to all potentially effected agencies and utility owners for review and comment; clearly delineating existing and proposed utilities in current and final locations and clearly identifying all utility conflicts.

12. All comments and information provided by the effected agencies and utility owners shall be incorporated into the Plans and Contract Specifications.
13. Perform co-ordination with all impacted utility owners for all necessary utility relocation work (pre or post construction) and prepare a cost estimate of all utility relocation work.
14. Request, receive and assimilate comments from City, Police, Fire and other impacted agencies and organizations.
15. The consultant shall provide one hard copy of the plans, specifications and engineer's construction cost estimate stamped by a registered Civil Engineer licensed to practice in the State of California. The consultant shall also provide an electronic copy of the plans in an AUTOCAD (AUTOCAD 2009 or earlier) format (See attached Exhibit X for City's specific standards for electronic deliverables) and an electronic copy of the specifications (in one file) in Microsoft Word format

Permitting, Codes and Standards

1. Prepare all applications, coordination and securing of permits and approvals from all necessary advisory and permitting/regulatory agencies.
2. Identify and maintain communication with all agencies having permitting authority over any aspect of the project throughout all phases of the project. Identified permit requirements will be discussed with the City, and implementation established and incorporated during appropriate phases of the project.
3. Environmental Document Preparation:
 - a. Consultant shall provide the following:
 - i. Appropriate level of environmental review based upon project impacts;
 - ii. Prepare appropriate environmental documents and submit to City (City will circulate for review and issue required notices);
 - iii. Incorporate all comments received and issue final environmental documents and
 - iv. Obtain permits from the identified agencies as required to meet the project approval and construction schedule, including the preparation of necessary drawings that may be required as part of the environment review process
4. Prepare and process an Erosion and Sediment Control Plan for permit approval.
5. The improvements must comply with all current City codes and standards, including but not limited to the ADA&G; State and Regional Water Boards, NPDES and adherence to the Beverly Hills Sustainable City Plan and Efficient Landscaping Ordinance which are accessible on the City's website at:
<http://www.beverlyhills.org/civica/filebank/blobdload.asp?BlobID=4831>
http://www.beverlyhills.org/services/building/plans/efficient_landscapes.asp
6. Current NPDES requirements

Bidding Assistance



1. Draft Responses to Requests for Information (RFI) and or Clarification (RFC)
2. Prepare Bid Addenda Documents where necessary
3. Attend Pre-Bid meeting

Construction Assistance

1. Attend Pre-Con Meeting and Preparation of Minutes
2. Provide review and approval of all submittals, RFIs and Change Order Requests required by the construction contract and provide supplemental documents for clarification or resolution of conflicts encountered during construction. Ensure that all specified submittals are responsive to the intent.
3. Provide Construction Staking and Survey Monument Replacement.
4. Provide appropriate on-site surveillance during construction to maintain awareness of the project development and to assure conformance with the contract documents.
5. Develop punch lists and recommendations to the City for substantial completion date and acceptance of all corrective and completion work by the contractor.
6. Prepare "As Built" drawings and submit both in electronic format and hard copy.
7. Attend regularly scheduled meeting to discuss the Project with the Contractor

III. Further Information and Contacts Phase 2

Questions regarding this phase of the project may be directed to the Engineering Division Project Manager, Anne Zaworski at 310-285-2520 or AZaworski@beverlyhills.org.

Qualifications:

The Qualified Team must exhibit a wide range of capabilities and should have the following background:

- Experience solving design problems associated with construction of streets in urban areas.
- Experienced with formation of underground utility districts.
- Familiar with underground utility requirements (water, sewer, storm drain, fiber optic, communications, etc.)
- Experience designing streetscapes which combine, recreational and residential uses. Familiarity with ADA street and design guidelines.
- Experience working on projects similar in scope and in urban environments similar to the City of Beverly Hills
- Experience with working on projects which require regular interface between the residents and public sectors.
- Experienced with signage guidelines and specifications.

SECTION V: PROJECT SCHEDULE

The proposals shall provide demonstration that the consultant can meet the following project milestones.

- Written question deadline 5 pm, April 30, 2012
- Proposals due: May 14, 2012
- Agreement Award: June 21, 2012
- Public Outreach (scoping): August/September 2012
- Public Outreach (conceptual design): October/November 2012
- City Council selection of conceptual design/
authorization to proceed with Phase 2: December 2012
- Phase 3 Completion: September 2013
- Construction Commences: Early 2014

SECTION VI: SUBMITTAL OF SEALED PROPOSALS

To promote resource conservation, submittal shall not contain plastic bindings, plastic pages or laminated pages. Double-sided proposals are preferred. Please avoid superfluous use of paper (e.g., title sheets, chapter dividers and unnecessary attachments or documents not specifically requested). Please submit five (5) copies of the proposal. **Cost Proposal shall be submitted separately in a sealed envelope.**

The proposal must include:

- 1) Name of proposed project team and principal contact person, including office location, address, telephone number, fax numbers and e-mail address
- 2) Overview of the firm: Summary of firm and description of expertise to perform the services outlined in the RFP, including:
 - (a) Experience with similar project, including the five most recent Street Reconstruction/Enhancement projects (include name, position and telephone number of the client most familiar with the project).
 - (b) Project Manager: Firm shall designate a Project Manager that will be the City's Liaison and primary performer of services throughout the project. Describe the project manager's roles and responsibilities for this project, explain why this person is qualified (including relevant training and/or expertise). Provide two (2) relevant examples of the individual completing a project of similar size and scope that demonstrates their record of completing project on schedule and within budget.

- (c) Provide as exhibits, listings of your firm's and its principals' experience.
- 2) Project Team: Identify members of project team (including sub consultants) and describe responsibilities of each member,
 - a) Explain why each team member is qualified to complete assigned tasks (including relevant training and/or expertise) and describe each team member's role in the overall project.
 - b) Describe project teams' experience with designing and managing construction of downtown urban streets and infrastructure. Describe the average project size and scope of the team's past projects. Note: Upon selection of the lead civil engineering firm, the City reserves the right to request changes to the consultant's proposed sub consultants.
 - c) Confirm that the project team can accept the terms of the contract and has the required insurance, or can acquire insurance, that meets the minimum standards.
See Exhibit XXX
 - 3) Description of the project team proposed assignments, including the role of each member (including subcontractors), percentage of total work each member is expected to contribute, office location of each member and specific relevant experience. Please enclose resumes of each assigned team member as an exhibit to your proposal.
 - 4) Provide a schedule showing phases and major benchmarks in the scope of work. Allow two weeks for each submittal review by the City staff in the proposed schedule. Additionally, a progress meeting should be held to correspond immediately after City review of each submittal.
 - 5) Describe the services and activities as they relate to the proposed scope of service that the project team proposes to provide to the City for this project. Provide a clear and concise detailed scope of work tied to the proposed project schedule. Indicate deliverables to be submitted at each milestone. For Phase 1, describe the type of graphic material to be used and methods to facilitate public outreach.
 - 6) Please provide at least three professional references. Indicate which references are public agencies for which the project team, or its principals, has provided services for within the past five years.
 - 7) Provide information related to similar projects, by type and size, with a total of at least six project examples performed within the last five years that best characterize the work quality, quality control and cost control. Include the total design cost of the project and overall construction cost.
 - 8) Provide description of your internal procedures and/or policies related to work quality and cost control;

Sealed proposals will be received by the City of Beverly Hills for consulting services related to the NSMB Reconstruction project. Proposals must be addressed as follows:

**Attention: Aaron Kunz, Deputy Director of Transportation
Department of Public Works & Transportation
345 Foothill Road
Beverly Hills, CA 90210**

Proposals shall be delivered in sealed envelopes plainly marked.

North Santa Monica Boulevard Reconstruction Project
Name of Proposer
Contact Person
Telephone Number
Fax Number
Email Address

SECTION VII: FEES

Please submit one copy of a cost proposal in a separate, sealed envelope. The cost proposals shall be separated by Phase 1 and 2, provide the hourly rate of all staff involved, estimated number of hours per staff member, and material costs (e.g., cost per graphic presentation).

SECTION VIII: SELECTION PROCESS

City staff will evaluate the materials provided in response to the Request for Proposals based on the following criteria:

- Specialized experience and technical competence of the firm (including individuals in the firm assigned to the project), considering the types of services required and the complexity of the project;
- Record of performance, including results of reference checks;
- Proposed plan for completing the work in a timely and professional manner;
- Project understanding and approach for accomplishing the City's objectives
- Thoroughness, quality and conciseness of submittal
- Proven ability to successfully complete projects of similar scope and complexity