

TO: Supplemental Tax Oversight Committee

FROM: James L. App, City Manager

SUBJECT: **Transportation System Planning & Public Project Design/Construction**

DATE: May 29, 2013

NEEDS: For the Committee to receive and file reports describing transportation system planning and public project design and construction.

FACTS:

1. Orientation of the Committee to City planning and policy continues with two presentations:
 - Transportation System Planning
 - Public Project Design & Construction
2. Transportation system planning evaluates and identifies infrastructure needed to address the movement of people and goods, by various means, in and through town.
3. In related analyses, new development's impacts on the transportation system are assessed (along with the means to offset/pay for those impacts), and new environmental requirements (storm water) are determined.
4. Public project design, bidding, contracting and construction must be completed in compliance with State law, as well as City policy.

ANALYSIS &

CONCLUSION: This evening's presentations begin to frame the Committee's future task to oversee the expenditure of supplemental sales tax revenue for various repairs/maintenance, specifically road repair.

The types of roads, their design and capacity are all determined through the application of policies contained in the Circulation Element – the City's key transportation system plan. The nature of each repair is guided by their specified purpose, as well as detailed engineering analysis and design. The costs of repairs are impacted by State law, and determined through a process of competitive bidding.

POLICY

REFERENCE: City's General Plan - Circulation Element; Low Impact Development Standards; City Purchasing Policy; Government Code Section 4525 et. seq.; Public Construction Cost code section 20160, 22030 et. seq.; CA Labor Code Section 1720-1780.

FISCAL

IMPACT: None/information only.

OPTIONS:

- a. **Receive and file reports.**
- b. **Amend, modify or reject option above.**

Transportation Planning Educational Outline

Tax Oversight Committee
May 23, 2013

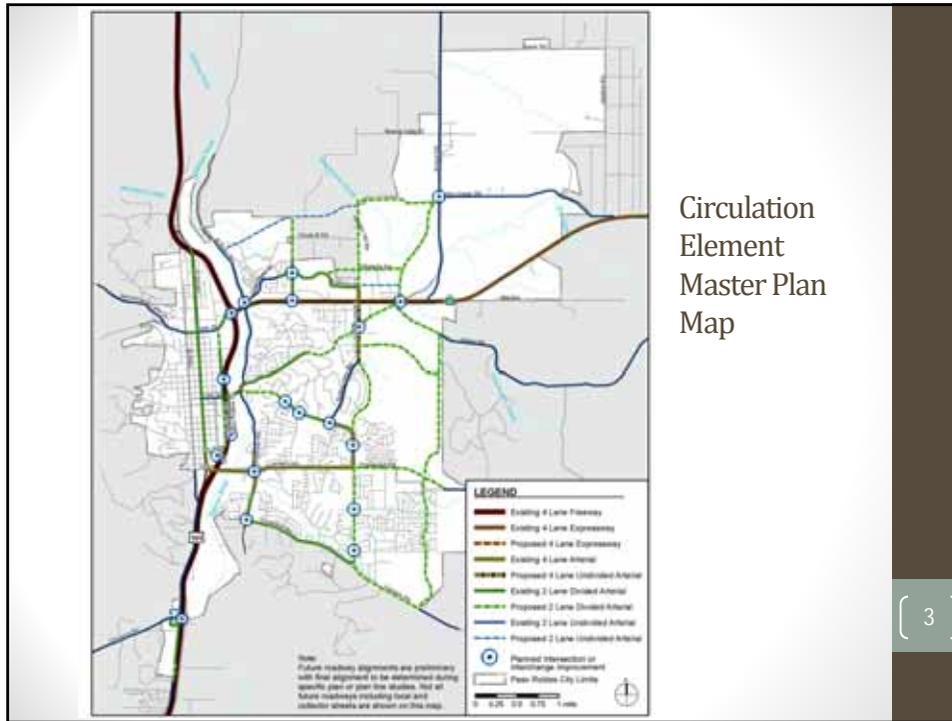
John Falkenstien, City Engineer

[1]

What is the Circulation Element?

- The Circulation Element is one of the eight elements of the City's General Plan
- The current CE was adopted in 2011
- The Circulation Element is a plan for transportation for the population generated from both residential and commercial-industrial land uses in the City

[2]



Circulation
Element
Master Plan
Map

Street Classifications

- The Circulation Element classifies streets and then analyzes their capacities both now and in the future, based on traffic projected from the Land Use Element

Existing and 2025 Roadway Segment Utilization, p.1 of 3

**TABLE CE-1
EXISTING AND 2025 ROADWAY SEGMENT UTILIZATION**

Roadway Segment		Existing Conditions		Year 2025 Conditions ¹	
		ADT	Capacity Utilization	ADT	Capacity Utilization
City Segments					
24th Street	Spring Street to US 101	15,700	89%	14,100	80%
Airport Road	SR 46 to Dry Creek Road	5,400	30%	4,000	23%
Charolais Road	S. River Road to Rambouillet Road	7,100	33%	11,500	53%
	Rambouillet Road to Creston Road	4,700	22%	9,000	41%
13th Street	Spring Street to Riverside Avenue	8,600	49%	11,200	63%
	Riverside Avenue to S. River Road	25,400	68%	32,200	86%
Creston Road	S. River Road to Golden Hill Road	15,800	73%	19,800	91%
	Golden Hill Road to Niblick Road	17,700	47%	25,200	67%
	Niblick Road to Charolais Road	5,500	15%	8,000	37%
	Charolais Road to East City Limit	4,200	19%	7,400	34%
Dallons Drive	Buena Vista Road to Golden Hill Road	1,300	8%	2,600	15%
Golden Hill Road	Dallons Drive to SR 46 East	2,200	13%	12,800	34%
	Creston Road to Rolling Hills Road	9,300	43%	13,800	64%
	Rolling Hills Road to Union Road	11,200	51%	17,100	46%
	Union Road to SR 46 East	7,100	40%	11,100	30%

{ 5 }

Existing and 2025 Roadway Segment Utilization, p.2 of 3

Roadway Segment		Existing Conditions		Year 2025 Conditions ¹	
		ADT	Capacity Utilization	ADT	Capacity Utilization
Linne Road	Fontana Road to East City Limit	4,100	23%	10,700	60%
Nacimiento Lake Drive	West City Limit	7,300	41%	9,700	55%
Niblick Road	Spring Street to S. River Road	30,100	80%	38,100	102%
	S. River Road to Melody Drive	19,400	52%	25,400	68%
	Melody Drive to Creston Road	14,100	38%	19,700	53%
N. River Road	Union Road to SR 46 East	2,700	20%	4,200	31%
	SR 46 East to North City Limit	1,200	9%	1,300	10%
Rolling Hills Road	Creston Road to Golden Hill Road	2,800	16%	3,600	20%
Paso Robles Street	Freeway Off-Ramp to Creston Road	5,800	61%	5,600	58%
River Oaks Drive	N. River Road to Buena Vista Road	1,900	11%	2,600	15%
Riverside Avenue	13 th Street to 24 th Street	11,800	67%	13,700	63%
Sherwood Road	Creston Road to Fontana Road	10,000	56%	16,200	75%
S. River Road	South City Limit to Charolais Road	2,300	17%	2,600	19%
	Serenade Road to Niblick Road	12,800	34%	17,400	47%
	Niblick Road to Navajo Road	13,400	36%	15,100	40%
Spring Street	10 th Street to 11 th Street	13,900	64%	15,000	69%
	16 th Street to 17 th Street	13,800	64%	17,900	82%
	28 th Street to 30 th Street	4,900	23%	6,900	32%

{ 6 }

Existing and 2025 Roadway Segment Utilization, p.3of3

Roadway Segment		Existing Conditions		Year 2025 Conditions ¹	
		ADT	Capacity Utilization	ADT	Capacity Utilization
Union Road	N. River Road to Walnut Drive	5,500	26%	9,000	41%
	Walnut Drive to Golden Hill Road	5,300	30%	9,100	51%
	Golden Hill Road to SR 46 East	7,800	44%	14,100	65%
	SR 46 East to East City Limit	3,300	18%	4,600	21%
Buena Vista Drive	SR 46 East to Experimental Station Road	4,400	20%	6,800	31%
	North of Cuesta College	2,600	12%	3,500	16%
Dry Creek Road	Airport Road to SR 46 East	1,300	7%	3,800	21%
Nickerson Drive	Niblick Road to Creston Road	2,000	15%	2,400	18%
Pine Street	6 th Street to 13 th Street	3,400	35%	3,000	31%
Ramada Drive	SR 46 West to Calle Propane	1,700	18%	4,700	49%
	SR 46 West to South City Limit	3,100	33%	6,100	64%
Rambouillet Road	Charolais Road to Niblick Road	1,600	12%	1,500	11%
S. River Road	Navajo Road to Creston Road	11,200	63%	13,700	77%
Theatre Drive	SR 46 West to South City Limit	9,600	44%	12,300	57%
S. Vine Street	SR 46 West to 1 st Street	4,800	27%	12,700	72%
Vine Street	3 rd Street to 4 th Street	4,000	30%	5,500	41%
	30 th Street to 32 nd Street	300	3%	1,200	9%
Spring Street	3 rd Street to 4 th Street	19,300	89%	22,700	105%
	6 th Street to 7 th Street	15,600	72%	16,700	77%

{ 7 }

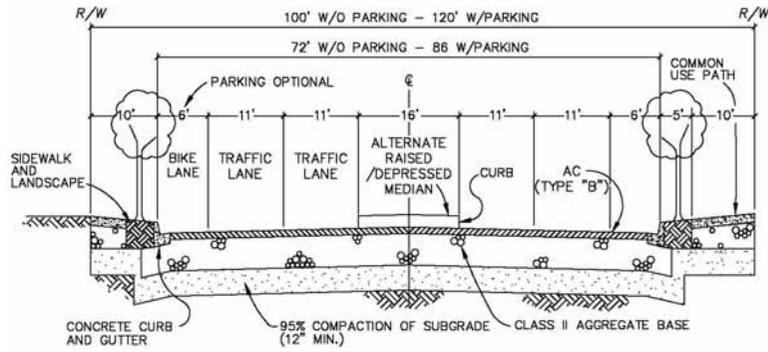
Street Classifications (cont'd)

- The Circulation Element classifies streets based on projected average daily traffic
 - Classifications are then broken down into standard details for right-of-way and lane widths
 - Truck traffic tends to be higher on arterial routes
 - These classifications are therefore factored into pavement design

- 2011 Circulation Element street classifications
 - 4-lane arterials
 - 2-lane divided arterials
 - 2-lane undivided arterials
 - Local streets

{ 8 }

Street Classification:

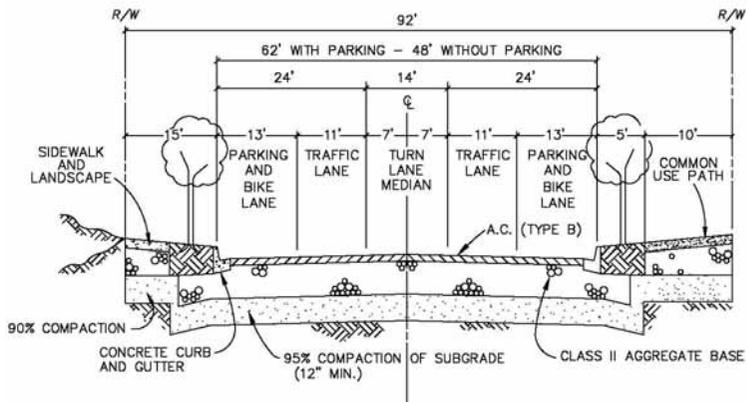


4 LANE ARTERIAL (DIVIDED)

TRAFFIC INDEX: 8.0
DESIGN SPEED: 35.0 MPH

9

Street Classification:

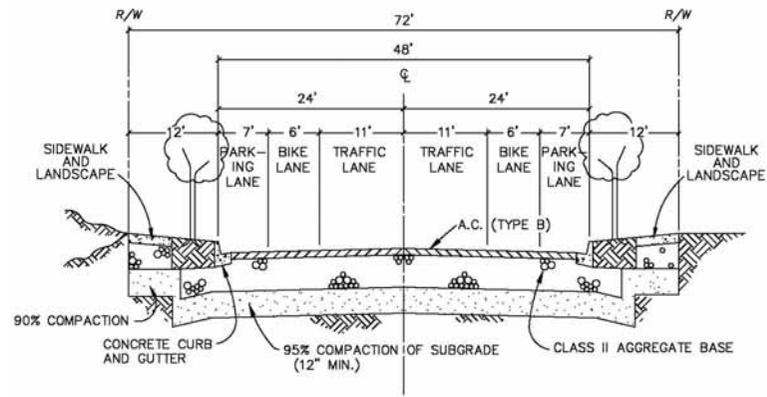


2-LANE DIVIDED ARTERIAL

TRAFFIC INDEX: 8.0
DESIGN SPEED: 35 MPH

10

Street Classification:

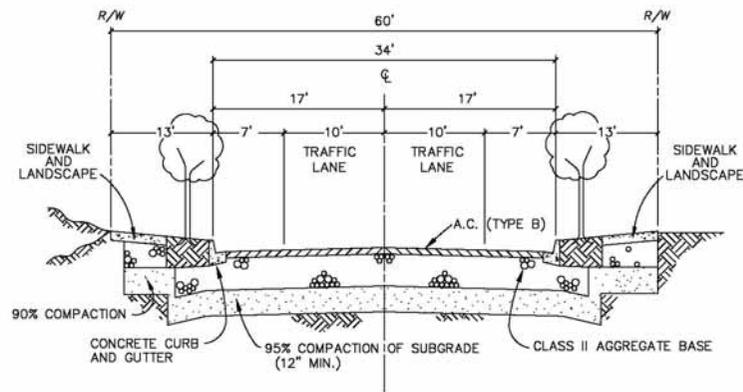


2-LANE UNDIVIDED ARTERIAL

TRAFFIC INDEX: 7.0
DESIGN SPEED: 35 MPH

11

Street Classification:



LOCAL STREET

TRAFFIC INDEX: 6.0
DESIGN SPEED: 25 MPH

12

Circulation Element Policy

- Policies in the Circulation Element direct us to *“view all transportation improvements, new or retrofit, as opportunities to improve safety and mobility for all travelers and recognize bicycle and pedestrian modes as integral elements of the transportation system.”*
- The Circulation Element advises consideration of
 - all aspects of the movement of people and goods
 - respect for Paso Robles’ small town character and neighborhoods
 - while enabling residents and travelers to move about and through town at safe speeds and by various means

{ 13 }

The Circulation Element is a Policy Guide

- Key policies of the Circulation Element include:
 - Increase safety with designs that reduce speeds
 - Improve connections when available
 - Complement neighborhoods
 - Maximize infrastructure investment
 - Expand pedestrian and bicycle networks

{ 14 }

The Bicycle Master Plan

- Adopted in 2009
- A master plan of bicycle facilities in the City
- Framework for an outreach program to encourage biking
- The Bicycle Master Plan and existing conditions should be checked for the possibility of adding bike lanes to each pavement improvement project

[15]

The Circulation Element Guides Mitigation for Traffic Impacts Generated from the Land Use Element

- The Circulation Element guides mitigation for new development and serves as policy for
 - Transportation impact fees
 - Improvements contributed by new development

[16]

AB 1600 Impact Fee Program

- The Needs List is the key document that lists all projects for which AB 1600 fees are collected
- AB 1600 fees must be driven by Council policy and as such the Needs List is generated from the Circulation Element
- The Needs List also includes all the projects from the Bicycle Master Plan

AB 1600 2013 Draft Transportation Needs List

<u>Facility Name</u>	<u>Estimated Cost for Facility</u>	<u>Policy Background or Goal</u>
1 Highway 101A/East-Dual Left- 17th Street Ramps	\$16,139,000	Circulation Element
2 Union Road - Highway 46E Interchange	\$30,000,000	Circulation Element
3 Connection Road 46E to Airport Road, bridge over Huer Huero	\$25,005,917	Circulation Element
4 Airport Road - Dry Creek Road Roundabout	\$2,876,982	Circulation Element
5 Dry Creek Road - Airport Road to Aerotech Way	\$7,728,241	Circulation Element
6 Huer Huero Bridge Dry Creek Road to Golden Hill Road	\$18,411,076	Circulation Element
7 Connection Road - Mill Road to Union Road	\$2,812,872	Updated SOI
8 River Oaks Drive - N. River Road	\$1,055,145	Circulation Element
9 Buena Vista Drive - Cuesta College Frontage	\$1,316,341	Circulation Element
10 Buena Vista Drive - Hwy 46E	\$1,322,951	Circulation Element
11 Creston Road - River Road to Rolling Hills Road	\$16,271,219	Circulation Element
12 Creston Road - Lana Street	\$2,470,559	Circulation Element
13 Creston Road - Niblick Road to Scott Street	\$5,704,224	Circulation Element
14 Creston Road - Scott Street roundabout	\$3,959,462	Circulation Element
15 Creston Road - Meadowlark Road	\$3,875,194	Circulation Element
16 Charlela's Road - S. River Road roundabout	\$6,223,415	Circulation Element
17 Union Road - Klack Road to Golden Hill Road	\$9,875,660	Circulation Element
18 Union Road - Golden Hill Road roundabout	\$5,502,153	Circulation Element
19 Union Road - Golden Hill Road to east City limits	\$5,239,735	Circulation Element
20 Spring Street 1st to 36th Street	\$9,909,580	Town Centre-Uptown Plan
21 Spring Street traffic signal coordination	\$253,008	Circulation Element
22 Vine Street - 32nd to 36th Streets	\$527,443	Uptown Plan
23 24th Street - Mountain Springs Road	\$135,958	Council Goal
24 Riverside Ave 4th Street to Black Oak Drive	\$7,218,661	Town Centre-Uptown Plan
25 Railroad Street 10th Street to 14th Street	\$2,340,988	Town Centre Plan
26 4th Street Pine to Riverside - 101 ramps	\$16,325,655	Circulation Element
27 Paso Robles Street Off-Ramp	\$4,835,981	Circulation Element
28 Paso Robles Street	\$302,921	Town Centre Plan
29 Highway 101A/BV Interchange	\$23,816,000	Circulation Element
30 Theatre Drive to South City Limits	\$2,050,400	Circulation Element
31 Bike Master Plan Facilities	\$16,973,000	Circulation Element
TOTAL TRANSPORTATION	\$256,490,728	

Overlapping Funding

- Street maintenance projects may be eligible for support funding by AB 1600 under certain conditions
 - The project must be on the Needs List
 - The project must expand capacity for autos or bikes or both. Routine maintenance is not a qualified expense of AB 1600 funds

[19]

New Storm Water Regulations

- Effective September 2013
- Apply to total reconstruction of streets, not routine maintenance
- Routine maintenance defined as
 - Resurfacing with in-kind material without expanding area of coverage, *and*
 - Maintaining original line and grade and hydraulic capacity, *and*
 - Maintaining overall footprint of the road

[20]

Examples of Storm Water Control Measures

- Streets
 - street edge swale
 - street edge planter cells
 - curb extensions and bulbs
 - medians



Examples from "Low Impact Development: Case Study of 21st Street, Paso Robles" – Andy Rowe, PE



SUMMARY

What to consider before spending street improvement funds

- What is the classification of the street?
- Do we need to upgrade the striping to match the classification?
- Do we need to add bike lanes?
- Do we need to complete a key pedestrian or bike connection?
- Are ADA improvements required?
- Do we need to address storm water regulations?
- Can we supplement funding with AB 1600?

CITY OF EL PASO DE ROBLES PROCUREMENT DISCUSSION

STOC (Supplemental Tax Oversight Committee)

[1]

Agenda

- Review procedures required by state law and City ordinance/policy regarding the bidding and award of Capital Projects

[2]

Public Purchasing Basics

- Obtain needed supplies and services at fair and reasonable prices
- Guard against favoritism, fraud and corruption
- Avoid misuse of public funds
- Stimulate competition

What's missing? Efficiency!

{ 3 }

Essential Steps in Public Contracts (Pavement Rehabilitation)

- Solicitation:
 - + What does the City need?
 - + When does the City need it?
 - + How much does the City have to spend?
- Select based on price
- Informal process, or formal?

{ 4 }

Essential Steps

- Identify source(s) of purchasing authority
 - City Ordinance, Policy and Procedure
 - State Law
 - Federal program requirements
- Funding Source will affect procedure you follow

[5]

Definition

For bidding purposes, “public work” includes:

- Construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased or operated facility or asset
- Construction, erection, improvement or repair of publicly owned utilities

[6]

Whose Rules?

- State law controls purchases of:
 - Professional services re: construction (Gov't Code 4525 et seq.)
 - Public works: Uniform Public Construction Cost Accounting Act (PCC 22030 et seq.)

[7]

Prevailing Wage Law

The prevailing wage law was first enacted in California in 1931 and is codified under California Labor Code Sections 1720 -1780. It requires that workers on every state, local, and special district government public works project with a contract cost of more than \$1,000 be paid the prevailing rate of per diem wages for work of similar character in the locality of the public works project. It is often confused with the Davis–Bacon Act also adopted in 1931 as a United States Federal Law.

[8]

City Rules For Professional Services

(for the purpose of street design)

Request For Qualification process: Select based on qualification + price

City procedures for contracts <\$20,000

- Contact prospective providers
- Interview at least 2
- City Manager approves contract

City procedures for contracts > \$20,000

- Request for Qualifications/Requests for Proposals
- Written proposals
- Technical staff to evaluate proposals if required
- Interview a minimum of 2
- City Council must approve contract

[9]

Public Works Contracts

- Projects < \$45,000:
 - may be performed by City employees, force account, negotiated contract or purchase order
- Projects < \$175,000:
 - City must maintain a list of qualified contractors, renew annually
 - At least 15 days before the bid date, the City is required to send notices to the appropriately qualified contractors and construction trade journals
 - Award to the lowest responsible bidder

[10]

Public Works Contracts (2)

- Projects > \$175,000 follow formal bidding process described in PCC 20160 et seq.
 - Publish notice to bidders and distribute to appropriately licensed contractors on list and construction trade journals
 - Bid security required
 - Award to the lowest responsible bidder

[11]

Legislative Updates re Public Contracting

- Prevailing Wage/Certified Payroll Record Penalties (Effective January 1, 2012)
 - Pursuant to Labor Code section 1775, the statutory penalty for failure to pay prevailing wages was increased to a maximum of two hundred dollars (\$200) per day. Pursuant to Labor Code section 1776, the statutory penalty for failure to comply with a request to disclose certified payroll was increased to a maximum of one hundred dollars (\$100) per day.

[12]

Bidding Process

- After testing and design process is complete, plans and specifications are offered for bid.
- Need to advertise twice in a wide circulation newspaper and also notices given to Plan Rooms at least five (5) days apart.
- Contractors to submit all questions and clarification of plan and specification, in writing.
- Deadline to submit questions/clarifications is 5 PM, ten (10) days before bid opening.
- City to respond in writing via a Bid Addendum (addition to bid specifications) to all who obtained contract documents. If the questions and clarification are “simple” then date of bid opening remains as scheduled.

{ 13 }

Bidding Process (2)

- Sometimes the questions are complicated or City decides to expand project scope, then the bid opening is postponed at least two (2) weeks.
- The Bid Opening is formal and any bids received after the bid time/date may not be opened.
- Bids must include a Bid Bond (10% of bid amount) to guarantee that Contractor is serious about submitting bid. If Contractor changes his mind, he loses his bid bond and City gets the funds. If the Contractor does not execute contract documents in a timely manner (15 days from receipt of contracts), bid bonds may also be forfeited.
- No bidder may withdraw its bid for a period of ninety (90) days from the date set for the opening of bids without forfeiting his bid bond.

{ 14 }

Bidding Process (3)

- City, upon review that the low bid is “responsive” & responsible may award the contract.
- Bid Protest relating to the award must be submitted, in writing, by 5 PM of the third business day following the bid opening.
- City must address all bid protests received and cannot award project until issues have been resolved.
- The City Council (upon advice by legal counsel) may choose to:
 - Consider the bid protest to be frivolous and award the contract to the low bidder.
 - Consider the bid protest has merit and;
 1. Reject all bids and re-advertise or
 2. Award to the next bidder

{ 15 }

Bidding Process (4)

- Once the City Council awards a contract, the contractor has 15 days (from the date the award package is accepted via certified mail signature) to submit:
 - Signed contract
 - Payment bond
 - Performance bond
 - Certificate of Insurance
 - Other documents required
- Other documents required maybe:
 - Proof of using Disadvantaged Business Enterprise (DBE) as a subcontractor.
 - Good-faith effort documents if not using a DBE subcontractor.
 - Update business license.

{ 16 }

Bidding Process (5)

- Finally if all documents are in place then a Notice to Proceed may be issued and work may begin.

[17]