

Council Meeting of  
July 17, 2012

Honorable Mayor and Members  
of the City Council  
City Hall  
Torrance, California

**Members of the Council:**

**SUBJECT: Public Works – Award agreement for design of the rehabilitation of Palos Verdes Boulevard, from Pacific Coast Highway to the south city boundary. Expenditure: \$242,950.00**

**RECOMMENDATION**

Recommendation of the Public Works Director that City Council award a one year Consulting Services Agreement in the amount of \$242,950.00 to CBM Consulting to provide design services for the rehabilitation of Palos Verdes Boulevard, south of Pacific Coast Highway to the southern city boundary.

Funding

Funding is available from CIP project I-121.

**BACKGROUND AND ANALYSIS**

The Palos Verdes Boulevard Rehabilitation is included in the adopted capital budget as project I-121. The project limit measures approximately 5,780 feet from Pacific Coast Highway to the southern city boundary.

A Request for Proposals for a design consultant was issued on February 26, 2012 with a total of 14 proposals being publicly opened on March 15, 2012. A committee of three staff members reviewed the proposals and has ranked the proposals as follows:

1. CBM Consulting
2. RBF Consulting
3. Anderson Penna
4. VA Consulting
5. Onward Engineering

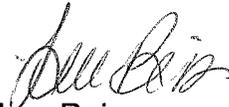
The fees were submitted in a sealed envelope during the interview. Upon finalizing the ranking, the sealed fee was opened for the winning firm, CBM Consulting, only, revealing a design cost estimate of \$242,950.00.

Design will begin immediately upon award of the contract, and is expected to be completed by mid-April, 2013. Design efforts will include pavement rehabilitation as recommended by a pavement analysis, construction of missing and/or damaged concrete curb, gutter, sidewalks, and cross-gutters, traffic signal upgrades, ADA ramp upgrades, potential addition of bike lane, and median improvements.

The construction of Palos Verdes Rehabilitation is expected to be completed in late summer, 2014.

Respectfully submitted,

ROBERT J. BESTE  
Public Works Director



By Lea Reis  
Associate Engineer

CONCUR:



Robert J. Beste  
Public Works Director



LeRoy J. Jackson  
City Manager

Attachments: A. Project Location Map  
B. Consulting Services Agreement-CBM Consulting, Inc.



## CONSULTING SERVICES AGREEMENT

This CONSULTING SERVICES AGREEMENT (“Agreement”) is made and entered into as of July 17, 2012 (the “Effective Date”), by and between the CITY OF TORRANCE, a municipal corporation (“CITY”), and CBM Consulting, Inc., a California corporation (“CONSULTANT”).

### RECITALS:

- A. The CITY wishes to retain the services of an experienced and qualified CONSULTANT to design the Palos Verde Boulevard Rehabilitation.
- B. In order to obtain the desired services, the CITY has circulated its Request for Proposal for PALOS VERDES BOULEVARD REHABILITATION- DESIGN, I-121, RFP No. RFP 2012-05 (the “RFP”).
- C. CONSULTANT has submitted a Proposal (the “Proposal”) in response to the RFP. In its Proposal CONSULTANT represents that it is qualified to perform those services requested in the RFP. Based upon its review of all proposals submitted in response to the RFP, the CITY is willing to award the contract to CONSULTANT.

### AGREEMENT:

#### 1. SERVICES TO BE PERFORMED BY CONSULTANT

CONSULTANT will provide the services and install those materials listed in CONSULTANT’s Proposal submitted in response to the RFP. A copy of the RFP is attached as Exhibit A. A copy of the Proposal is attached as Exhibit B.

#### 2. TERM

Unless earlier terminated in accordance with Paragraph 4 below, this Agreement will continue in full force and effect from the Effective Date through July 16, 2013.

#### 3. COMPENSATION

##### A. CONSULTANT’s Fee.

For services rendered pursuant to this Agreement, CONSULTANT will be paid in accordance with the compensation schedule set forth in the Proposal; provided, however, that in no event will the total amount of money paid the CONSULTANT, for services initially contemplated by this Agreement, exceed the sum of \$242,950.00 (“Agreement Sum”), unless otherwise first approved in writing by the CITY.

##### B. Schedule of Payment.

Provided that the CONSULTANT is not in default under the terms of this Agreement, upon presentation of an invoice, CONSULTANT will be paid monthly, within 30 days after the date of the monthly invoice.

#### 4. **TERMINATION OF AGREEMENT**

##### A. Termination by CITY for Convenience.

1. CITY may, at any time, terminate the Agreement for CITY's convenience and without cause.
2. Upon receipt of written notice from CITY of such termination for CITY's convenience, CONSULTANT will:
  - a. cease operations as directed by CITY in the notice;
  - b. take actions necessary, or that CITY may direct for the protection and preservation of the work; and
  - c. except for work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.
3. In case of such termination for CITY's convenience, CONSULTANT will be entitled to receive payment for work executed; and costs incurred by reason of such termination, along with reasonable overhead and profit on the work not executed.

##### B. Termination for Cause.

1. If either party fails to perform any term, covenant or condition in this Agreement and that failure continues for 15 calendar days after the nondefaulting party gives the defaulting party notice of the failure to perform, this Agreement may be terminated for cause; provided, however, that if during the notice period the defaulting party has promptly commenced and continues diligent efforts to remedy the default, the defaulting party will have such additional time as is reasonably necessary to remedy the default.
2. In the event this Agreement is terminated for cause by the default of the CONSULTANT, the CITY may, at the expense of the CONSULTANT and its surety, complete this Agreement or cause it to be completed. Any check or bond delivered to the CITY in connection with this Agreement, and the money payable thereon, will be forfeited to and remain the property of the CITY. All moneys due the CONSULTANT under the terms of this Agreement will be retained by the CITY, but the retention will not release the CONSULTANT and its surety from liability for the default. Under these circumstances, however, the CONSULTANT and its surety will be credited with the amount of money retained, toward any amount by which the cost of completion exceeds the Agreement Sum and any amount authorized for extra services.
3. Termination for cause will not affect or terminate any of the rights of the CITY as against the CONSULTANT or its surety then existing, or which may thereafter accrue because of the default; this provision is in addition to all other rights and remedies available to the CITY under law.

C. Termination for Breach of Law.

In the event the CONSULTANT or any of its officers, directors, shareholders, employees, agents, subsidiaries or affiliates is convicted (i) of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of a contract or subcontract; (ii) under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which currently, seriously, and directly affects responsibility as a public consultant or contractor; (iii) under state or federal antitrust statutes arising out of the submission of bids or proposals; or (iv) of violation of Paragraph 19 of this Agreement; or for any other cause the City determines to be so serious and compelling as to affect CONSULTANT's responsibility as a public consultant or contractor, including but not limited to, debarment by another governmental agency, then the CITY reserves the unilateral right to terminate this Agreement or to impose such other sanctions (which may include financial sanctions, temporary suspensions or any other condition deemed appropriate short of termination) as it deems proper. The CITY will not take action until CONSULTANT has been given notice and an opportunity to present evidence in mitigation.

5. **FORCE MAJEURE**

If any party fails to perform its obligations because of strikes, lockouts, labor disputes, embargoes, acts of God, inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental controls, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond the reasonable control of the party obligated to perform, then that party's performance shall be excused for a period equal to the period of such cause for failure to perform.

6. **RETENTION OF FUNDS**

CONSULTANT authorizes the CITY to deduct from any amount payable to CONSULTANT (whether or not arising out of this Agreement) any amounts the payment of which may be in dispute or that are necessary to compensate the CITY for any losses, costs, liabilities, or damages suffered by the CITY, and all amounts for which the CITY may be liable to third parties, by reason of CONSULTANT's acts or omissions in performing or failing to perform CONSULTANT's obligations under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by CONSULTANT, or any indebtedness exists that appears to be the basis for a claim of lien, the CITY may withhold from any payment due, without liability for interest because of the withholding, an amount sufficient to cover the claim. The failure of the CITY to exercise the right to deduct or to withhold will not, however, affect the obligations of CONSULTANT to insure, indemnify, and protect the CITY as elsewhere provided in this Agreement.

7. **THE CITY'S REPRESENTATIVE**

The Public Works Director is designated as the "City Representative," authorized to act in its behalf with respect to the work and services specified in this Agreement and to make all decisions in connection with this Agreement. Whenever approval, directions, or other actions are required by the CITY under this Agreement, those actions will be taken by the City Representative, unless otherwise stated. The City Manager has the right to designate another City Representative at any time, by providing notice to CONSULTANT.

8. **CONSULTANT REPRESENTATIVE(S)**

The following principal(s) of CONSULTANT are designated as being the principal(s) and representative(s) of CONSULTANT authorized to act in its behalf with respect to the work specified in this Agreement and make all decisions in connection with this Agreement:

Chuck Stephan, P.E.  
V.P. of South Bay Operations

9. **INDEPENDENT CONTRACTOR**

The CONSULTANT is, and at all times will remain as to the CITY, a wholly independent contractor. Neither the CITY nor any of its agents will have control over the conduct of the CONSULTANT or any of the CONSULTANT's employees, except as otherwise set forth in this Agreement. The CONSULTANT may not, at any time or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of the CITY.

10. **BUSINESS LICENSE**

The CONSULTANT must obtain a City business license prior to the start of work under this Agreement, unless CONSULTANT is qualified for an exemption.

11. **OTHER LICENSES AND PERMITS**

CONSULTANT warrants that it has all professional, contracting and other permits and licenses required to undertake the work contemplated by this Agreement.

12. **FAMILIARITY WITH WORK**

By executing this Agreement, CONSULTANT warrants that CONSULTANT (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, CONSULTANT warrants that CONSULTANT has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services set forth in this Agreement. Should CONSULTANT discover any latent or unknown conditions that will materially affect the performance of the services set forth in this Agreement, CONSULTANT must immediately inform the CITY of that fact and may not proceed except at CONSULTANT's risk until written instructions are received from the CITY.

13. **CARE OF WORK**

CONSULTANT must adopt reasonable methods during the term of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and other components to prevent losses or damages, and will be responsible for all damages, to persons or property, until acceptance of the work by the CITY, except those losses or damages as may be caused by the CITY's own negligence.

14. **CONSULTANT'S ACCOUNTING RECORDS; OTHER PROJECT RECORDS**

Records of the CONSULTANT's time pertaining to the project, and records of accounts between the CITY and the CONSULTANT, will be kept on a generally recognized accounting basis. CONSULTANT will also maintain all other records, including without limitation specifications, drawings, progress reports and the like, relating to the project. All records will be available to the CITY during normal working hours. CONSULTANT will maintain these records for three years after final payment.

**15. INDEMNIFICATION**

CONSULTANT will indemnify, defend, and hold harmless CITY, the Redevelopment Agency of the City of Torrance, the City Council, each member thereof, present and future, members of boards and commissions, its officers, agents, employees and volunteers from and against any and all liability, expenses, including defense costs and legal fees, and claims for damages whatsoever, arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of the CONSULTANT, including, without limitation those arising from the breach of contract, bodily injury, death, personal injury, property damage, loss of use, or property loss. The obligation to indemnify, defend and hold harmless includes, but is not limited to, any liability or expense, including defense costs and legal fees, arising from the negligent acts or omissions, or willful misconduct of CONSULTANT, its officers, employees, agents, subcontractors or vendors. It is further agreed, CONSULTANT's obligations to indemnify, defend and hold harmless will apply to the extent of CONSULTANT's contributing negligence, recklessness, or willful misconduct even in the event of concurrent negligence on the part of CITY, the City council, each member thereof, present and future, or its officers, agents and employees. Payment by CITY is not a condition precedent to enforcement of this indemnity. In the event of any dispute between CONSULTANT and CITY, as to whether liability arises from the concurrent negligence of the CITY or its officers, employees, agents, subcontractors or vendors, CONSULTANT will be obligated to pay for City's defense until such time as a final judgment has been entered adjudicating the CITY's share of responsibility. CONSULTANT will be entitled in the event of a determination of CITY's responsibility to reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation reflecting the CITY's proportionate share of such expenses.

**16. NON-LIABILITY OF THE CITY'S OFFICERS AND EMPLOYEES**

No officer or employee of the CITY will be personally liable to CONSULTANT, in the event of any default or breach by the CITY or for any amount that may become due to CONSULTANT.

**17. INSURANCE**

A. CONSULTANT must maintain at its sole expense the following insurance, which will be full coverage not subject to self insurance provisions:

- (1) Automobile Liability, including owned, non-owned and hired vehicles, with at least the following limits of liability:
  - (a) Primary Bodily Injury with limits of at least \$500,000 per person, \$1,000,000 per occurrence; and
  - (b) Primary Property Damage of at least \$250,000 per occurrence; or
  - (c) Combined single limits of \$1,000,000 per occurrence.
- (2) General Liability including coverage for premises, products and completed operations, independent contractors/vendors, personal injury and contractual obligations with combined single limits of coverage of at least \$1,000,000 per occurrence.
- (3) Professional liability insurance with limits of at least \$1,000,000 per occurrence.

- (4) Workers' Compensation with limits as required by the State of California and Employers Liability with limits of at least \$1,000,000.
- B. The insurance provided by CONSULTANT will be primary and non-contributory.
- C. CITY ("City of Torrance"), the Redevelopment Agency of the City of Torrance, the City Council and each member thereof, members of boards and commissions, every officer, agent, official, employee and volunteer must be named as additional insured under the automobile and general liability policies.
- D. CONSULTANT must provide certificates of insurance and/or endorsements to the City Clerk of the City of Torrance before the commencement of work.
- E. Each insurance policy required by this Paragraph must contain a provision that no termination, cancellation or change of coverage can be made without thirty days notice to CITY.

**18. SUFFICIENCY OF INSURERS**

Insurance required by this Agreement will be satisfactory only if issued by companies admitted to do business in California, rated "B+" or better in the most recent edition of Best's Key Rating Guide, and only if they are of a financial category Class VII or better, unless these requirements are waived by the Risk Manager of the CITY ("Risk Manager") due to unique circumstances. In the event the Risk Manager determines that the work or services to be performed under this Agreement creates an increased or decreased risk of loss to the CITY, the CONSULTANT agrees that the minimum limits of any insurance policies and/or performance bond required by this Agreement may be changed accordingly upon receipt of written notice from the Risk Manager; provided that CONSULTANT will have the right to appeal a determination of increased coverage by the Risk Manager to the City Council of the CITY within 10 days of receipt of notice from the Risk Manager.

**19. CONFLICT OF INTEREST**

- A. No officer or employee of the CITY may have any financial interest, direct or indirect, in this Agreement, nor may any officer or employee participate in any decision relating to the Agreement that effects the officer or employee's financial interest or the financial interest of any corporation, partnership or association in which the officer or employee is, directly or indirectly interested, in violation of any law, rule or regulation.
- B. No person may offer, give, or agree to give any officer or employee or former officer or employee, nor may any officer or employee solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any way pertaining to any program requirement, contract or subcontract, or to any solicitation or proposal.

**20. NOTICE**

A. All notices, requests, demands, or other communications under this Agreement will be in writing. Notice will be sufficiently given for all purposes as follows:

- (1) Personal delivery. When personally delivered to the recipient: notice is effective on delivery.
- (2) First Class mail. When mailed first class to the last address of the recipient known to the party giving notice: notice is effective three mail delivery days after deposit in an United States Postal Service office or mailbox.
- (3) Certified mail. When mailed certified mail, return receipt requested: notice is effective on receipt, if delivery is confirmed by a return receipt.
- (4) Overnight delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account: notice is effective on delivery, if delivery is confirmed by the delivery service.
- (5) Facsimile transmission. When sent by fax to the last fax number of the recipient known to the party giving notice: notice is effective on receipt. Any notice given by fax will be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a non-business day.

Addresses for purpose of giving notice are as follows:

CONSULTANT:                      CBM Consulting, Inc.  
    1411 W. 190<sup>th</sup> St., Ste 525  
    Gardena, CA 90248  
    310-329-0102  
    Fax: 310-329-1021

CITY:                                      City Clerk  
    City of Torrance  
    3031 Torrance Boulevard  
    Torrance, CA 90509-2970  
    Fax: (310) 618-2931

- B. Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified, will be deemed effective as of the first date the notice was refused, unclaimed or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- C. Either party may change its address or fax number by giving the other party notice of the change in any manner permitted by this Agreement.

21. **PROHIBITION AGAINST ASSIGNMENT AND SUBCONTRACTING**

This Agreement and all exhibits are binding on the heirs, successors, and assigns of the parties. The Agreement may not be assigned or subcontracted by either the CITY or CONSULTANT without the prior written consent of the other.

22. **INTEGRATION; AMENDMENT**

This Agreement represents the entire understanding of the CITY and CONSULTANT as to those matters contained in it. No prior oral or written understanding will be of any force or effect with respect to the terms of this Agreement. The Agreement may not be modified or altered except in writing signed by both parties.

23. **INTERPRETATION**

The terms of this Agreement should be construed in accordance with the meaning of the language used and should not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction that might otherwise apply.

24. **SEVERABILITY**

If any part of this Agreement is found to be in conflict with applicable laws, that part will be inoperative, null and void insofar as it is in conflict with any applicable laws, but the remainder of the Agreement will remain in full force and effect.

25. **TIME OF ESSENCE**

Time is of the essence in the performance of this Agreement.

26. **GOVERNING LAW; JURISDICTION**

This Agreement will be administered and interpreted under the laws of the State of California. Jurisdiction of any litigation arising from the Agreement will be in Los Angeles County, California.

27. **COMPLIANCE WITH STATUTES AND REGULATIONS**

CONSULTANT will be knowledgeable of and will comply with all applicable federal, state, county and city statutes, rules, regulations, ordinances and orders.

28. **WAIVER OF BREACH**

No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default will impair the right or remedy or be construed as a waiver. A party's consent or approval of any act by the other party requiring the party's consent or approval will not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and will not be a waiver of any other default concerning the same or any other provision of this Agreement.

29. **ATTORNEY'S FEES**

Except as set forth in Paragraph 15, in any dispute, litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party will be awarded reasonable attorney's fees, together with any costs and expenses, to resolve the dispute and to enforce any judgment.

**30. EXHIBITS**

All exhibits identified in this Agreement are incorporated into the Agreement by this reference.

**31. CONSULTANT'S AUTHORITY TO EXECUTE**

The person(s) executing this Agreement on behalf of the CONSULTANT warrant that (i) the CONSULTANT is duly organized and existing; (ii) they are duly authorized to execute this Agreement on behalf of the CONSULTANT; (iii) by so executing this Agreement, the CONSULTANT is formally bound to the provisions of this Agreement; and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which the CONSULTANT is bound.

CITY OF TORRANCE,  
a municipal corporation

CBM Consulting, Inc.,  
a California corporation

\_\_\_\_\_  
Frank Scotto, Mayor

By: \_\_\_\_\_  
Chuck Stephan, P. E.  
V.P. South Bay Operations

ATTEST:

\_\_\_\_\_  
Sue Herbers, City Clerk

APPROVED AS TO FORM:

JOHN L. FELLOWS III  
City Attorney

By: \_\_\_\_\_

Attachments:      Exhibit A:      RFP  
                         Exhibit B:      Proposal

Revised..:      10/29/2008

**EXHIBIT A**  
**REQUEST FOR PROPOSALS**

**CITY OF TORRANCE, CA – PUBLIC WORKS DEPARTMENT  
REQUEST FOR PROPOSALS**

**PALOS VERDES BOULEVARD REHABILITATION- DESIGN, I-121  
(Pacific Coast Highway to South City Limits)  
RFP2012-05**

**Project Description**

The City of Torrance is requesting Proposals for the *design* of the Palos Verdes Boulevard Rehabilitation (Pacific Coast Highway to South City Limits). Palos Verdes Boulevard is an arterial street carrying approximately 25,000 vehicles per day. It contains two travel lanes in each direction throughout the project limits which measures approximately 5,780 feet long. The condition of the street is deteriorated and has become a significant maintenance problem. Improvements will consist of pavement rehabilitation as recommended by a pavement analysis, and observation as part of this contract. It will also include construction of missing and/or damaged concrete curb, gutter, sidewalks, and cross-gutters. Asphalt rubber hot mix (ARHM) pavement overlay will be considered as an option.

**Project Schedule:** Design: June 2012 – March 2013; Construction: June 2013– February 2014

**Total Project Budget for design, construction and inspection:** Not to exceed \$2.09 million

**SUBMITTAL REQUIREMENTS**

**PART 1 - PUBLIC OPENING OF PROPOSALS:** The City has prepared a scope of work (included herein) and is requesting from your firm a proposal and summary of qualifications for the subject work. The following are required items to be included in the initial proposal:

1. A summary of the understanding of the project and scope of work
2. Qualifications of qualified Civil Engineer. Persons considered qualified would be CA registered Professional Engineer (Civil) with a minimum of 7 years previous experience designing and managing public works projects. Desired qualifications are experience with design of projects that involved: street reconstruction and drainage. A desired "Project Scope" is included with this RFP.
3. A list of the relevant projects that proposed Civil Engineer has worked on. Do not list projects that proposed staff was not involved, even if your firm was.
4. Qualifications/Experience and financial responsibility of your firm
5. Time Schedule
6. Organization Chart
7. References

If interested, please submit three (3) copies of your proposal in a three ring binder to:

**City of Torrance  
Office of City Clerk  
3031 Torrance Blvd, Torrance, CA 90503;  
ATTN: RFP2012- 05**

### Method and Criteria for Selection

The City will select a consultant in accordance with criteria listed below.

Criteria	Maximum Points	Rating
Understanding of the project, scope of work and completeness of RFP	20	
Qualifications of proposed staff (meets minimum requirements and amount of desired qualifications)	25	
Relevant projects of proposed staff	15	
References	15	
Time Schedule (will provide final plans and specifications within the scheduled time frame)	15	
Firms Qualifications/Experience with similar work and Financial responsibility	10	
Maximum Total Score	100	

**Submittals must be received by 2:00 p.m. on Thursday March 15th, 2012. RFPs received after the deadline or deemed incomplete will be considered non-responsive.**

For questions or further information, please contact Lea Reis, Associate Engineer at (310) 618-3055 or Beth Overstreet, Engineering Manager at (310) 618-3074.

**PART 2 SHORT LIST OF FIRMS:** After the public opening of the request for proposals, a committee will be formed to develop a short list of firms. The firms on this short list will then be interviewed, at which time a detailed fee estimate will be requested. The fee estimate, *submitted in a sealed envelope at the time of the interview*, should provide a schedule of the firm's fees and a cost for each element of the project using the format below. Firms are invited to list any additional services and associated costs that are not covered in the city's scope of work. These items should be listed separately from those specifically requested so they may be considered. Only once the selection has been made will the fee proposal from the selected company be opened.

#### Sample Fee Estimate (Part 2 only)

	Project Manager	Engineer	Admin	Consultant	Total
<b>TASK</b>					
<b>PRELIMINARY DESIGN</b>					
Project Kick Off Meeting					
Research and Review Data					
Site Evaluation					
<i>Subtotal - Preliminary Design</i>					
<b>PRELIMINARY SURVEY, STUDIES AND COORDINATION</b>					
Design topographic survey					
Utility research and notification					
Utility Potholing					\$15,000
Utility Coordination					

Base Sheets					
Pavement Evaluation/Analysis Review/Design					
Traffic Index Calculations					
<i>Subtotal - Preliminary Survey Studies and Coordination</i>					
<b>PLANS AND PROFILE</b>					
30%, 60% and 90% plan submittal (Construction and Traffic Control Plans)					
Quantity calculation and cost estimate					
Project Specifications					
100% submittal of PS&E					
Final Submittal					
Project Management and meetings					
Bid and Construction Support					
Survey monuments preservation					
Reimbursable expenses					
Permits (Cal Trans, City of Redondo Beach and City of Rancho Palos Verdes)					
<i>Subtotal - Plans and Profile</i>					

## **Project Scope**

### **I. Preliminary Design**

#### **A. Project Kick-Off Meeting**

Consultant will attend a kick-off meeting at the City and prepare a meeting agenda. The agenda should include:

- Lines of communication between the City, consultant, utility agencies and other agencies involved in the project.
- Discuss the project requirements, scope of work and schedule.

Consultant should prepare and distribute meeting minutes with any action items.

#### **B. Research/Review of Available Data**

Consultant will research and obtain all available data as a reference to prepare the preliminary and final PS&E. Data includes, but is not limited to, State, County, City, utility and other records/documents, existing street, storm drain, gas, sewer and water main improvement plans, topographic data maps, record drawings, wet and dry utility plans (to determine size and location), geotechnical reports, survey centerline and private property monument data and other pertinent information. Consultant will prepare a table summarizing the obtained data and submit a copy to the City and utility agencies. The Project Team will review this information prior to beginning surveys and preliminary design.

#### **C. Site Evaluation**

Perform a field inspection of Palos Verdes Boulevard to:

- Verify record drawings and other data
- Identify areas of structural damage to existing AC pavement needing either localized repair/reconstruction or overlay.
- Identify damaged curb and gutter, cross-gutters, sidewalk/curb ramps and driveways to be replaced or constructed.
- Identify existing asphalt sidewalks and curbs to be replaced with standard concrete sidewalks and curb & gutter.
- Create a photo log of key project areas.

Consultant will schedule a City representative to be present during the inspection(s) of the existing pavement and damaged curb and gutter, cross-gutters, sidewalk/curb ramps and driveways.

## II. Preliminary Surveys, Studies & Coordination

### A. Design Topographic Survey

Consultant or its subcontractor will perform the Design Topographic survey. The survey shall be in conformance with the State Land Surveyors Act and be performed under the direct supervision of a CA Registered Land Surveyor. Consultant shall use California State Plane Coordinate System, NAD83, Zone V, US Survey Feet. Tasks include:

- 1 Establish horizontal and vertical survey and construction control for the complete length of the project.
- 2 Perform topographic survey, as required, and may include, but not be limited to:
  - 2.1 Cross section elevations taken at 25ft. intervals. The sections will follow this format: property line/right-of-way, back of walk, top of curb, flow line, edge of gutter/pavement, grade breaks and/or quarter points, pavement delineation and legends (striping, STOP bars, etc.), finish surface at the centerline.
  - 2.2 Locate all existing improvements within the street right-of-way (i.e. above ground utilities, manholes, valve covers, utility vaults and covers, signs, trees, utility poles, traffic signal poles, cross gutters, local depressions, bus pads, catch basins, driveway openings, sidewalks, corner access ramps, parkway drains, etc).
  - 2.3 Reduce data to a form showing centerline stationing, offset from centerline, and elevation.
  - 2.4 Provide 0.5 ft contours.
  - 2.5 Approximately 14 centerline monuments are within the construction area. Consultant shall tie out all centerline monuments prior to construction and identify them in the design survey.
  - 2.6 Identify in the survey any other monuments, including those on tops of curbs, sidewalk or in the parkway.
- 3 Consultant will sign, date and submit all original survey notes to the City within 15 working days after the completion of the survey.

Consultant shall provide traffic control as required during survey operations. Lane closures shall be in accordance with City of Torrance Standards located at the following website: <http://www.torranceca.gov/13023.htm> and the MUTCD 2012 California Supplement.

### B. Utility Research and Notification

Research and obtain available existing utility records within the project limits. Compile a Utility Notification and Response Log in a table format and include dates of notification, persons/utility notified and responses from utility. Copies of this information will be provided to the City. Notifications will include:

- Initial Utility Information Request
- Prepare to Relocate Notice (if applicable)
- Notice to Relocate (if applicable)

Utilities to be notified will include: Southern California Edison, AT&T, Verizon, GTE, Southern California Gas, Time Warner Cable, petroleum Companies, Water, Sewer and Storm Drain agencies.

### **C. Utility Potholing**

Consultant will provide a fixed \$15,000 allowance for utility potholing. Locations will be based on information received from utility investigations. Consultant will arrange for utilities to be marked prior to the design topographical survey. Pothole locations and depths will be marked on the pavement surface and will show both horizontal location and depth from surface to the utility. Compensation will be based on actual cost plus 7% markup, but may not exceed \$15,000. From the utility research and utility potholing, Consultant will compile and incorporate utility information on the roadway Base Sheets. Conflicts with existing utilities will be identified for resolution with the conflicting utility. (Note: This item may be deleted by the City if determined not needed for construction)

### **D. Utility Coordination**

Consultant will coordinate with the utility agencies throughout the design phase. If the proposed improvements interfere with existing utilities, consultant will arrange for potholing by the utility. Otherwise, any needed potholing will be performed under the potholing allowance provided in this scope. If required, Consultant will obtain any permit that is required for construction of the project, from any agency or utility company.

### **E. Base Sheets**

Consultant will prepare Base Sheets utilizing the design topographic survey, utility research data and existing street, storm drain, sewer and water main improvement plans. The Base Sheets will be utilized for the design of the street rehabilitation/overlay, signing and striping plans. The base plans will be prepared at a 1"=40' scale.

Consultant shall data process all topography in AutoCAD Version 2011 or latest edition. Linetypes will be conventional. Text annotation will be stored in layers separate from the graphic elements. An AutoCAD file, layering, linestyle and color specification will be provided by the Consultant to the Client, if requested. Locations of any property lines, centerlines or rights of ways shown on the topography shall be shown graphically from specified Datum.

The topographic file shall include the basis of horizontal and vertical control, North arrow, date of survey, Survey Crew Chief and supervising Licensed Land Surveyor review and sign off, notes and details.

### **F. Pavement Evaluation Review/Design**

Consultant shall provide a pavement evaluation/analysis report. Consultant will review the report and discuss the recommended pavement rehabilitation alternatives with the City. This will include the following:

- Obtain pavement analysis through geotechnical boring and testing.
- Assess data and evaluate methods for rehabilitation.
- Prepare value engineering spreadsheets with cost breakdowns for 3 alternatives, including comparisons based on projected life.
- Present and discuss recommendations with City.
- After concurrence by the City, the final limits of removal will be shown on the plans.

### **G. Traffic Index Calculation**

Consultant will calculate an individual traffic index (TI) within the project limits, each based on a 20-year growth. Consultant shall use both the LA County and State of California methods to calculate a TI.

### III Plans & Profiles

#### A. 30%, 60% & 90% Plan Submittal

All plan types will be in conformance with City of Torrance format, the latest applicable design/drafting standards and shall incorporate the City of Torrance Title block. The Public Works Department Title Block shall be used on all plan sheets.

Consultant will prepare and submit plans to the City and utility agencies at 30%, 60% and 90% completion. Plans shall be on 24" x 36" sheets, unless otherwise required for utility agencies. Type shall be blacklined bond paper. Consultant shall submit two (2) sets of plans to the City for each submittal.

The following is a listing of plan sheets with corresponding scale to be used as determined by the City.

PLAN	SCALE
Title Sheet	Varies
Construction Notes and Details	1" = 10', Varies
Typical Cross Sections	Varies
Roadway Rehabilitation Plan and Profile	1" = 40' H 1" = 4' V
Intersection Grid Details	1" = 10' H Grids at Lane Lines
Traffic Control & Staging Plans	1" = 40' H
Sign and Pavement Delineation Plans	1" = 40' H
Traffic Signal Modification Plan	1" = 20' H

**Title Sheet** will include project title, vicinity map, general notes, benchmark with basis of coordinates, dig alert information and legend of symbols.

**Construction Notes and Details** will include a construction note index, list of utility companies with contact name and telephone number, list of standard plans grouped by agency (i.e. SPPWC, City of Torrance, Caltrans, etc) and construction details. Multiple sheets may be required.

**Typical Cross Sections** will show right-of-way lines, dimensions between curbs, existing pavement surface and curb/gutter, existing roadbed, proposed improvements and grading/crossfall slope. Pavement cross falls should be kept at 2% optimal; however, cross falls may vary from 1% to 5% as needed for grade and to minimize reconstruction. Construction notes related to proposed improvements shall be included on this sheet. Cross sections will be discussed with the City at the 30% and 60% submittal to identify potential problems.

**Roadway Rehabilitation Plan and Profile** will show all existing improvements, as shown on the Base sheets and all existing underground utilities (sewer, water, gas mains and associated laterals, storm drains, catch basins and laterals, manhole and valve covers, meter boxes etc). Proposed work will indicate limits of removals and replacements and cold planing limits, street overlay and rehabilitation areas, adjustment of manholes, vaults and valves to grade. Plans also shall indicate removal/replacement of curbs, gutters, sidewalks, access ramps, driveways, bus pads, cross gutters, parkway/curb drains and protection of existing facilities. Consultant shall consider and determine the need and location for the preservation of existing control monumentation and the placement of new control monumentation. At a minimum, each sheet shall contain a north arrow, scale, match lines with station and sheet reference, plan and profile construction notes for all improvements on the sheet. Profile shall show existing tops of curb elevations with corresponding station and slope of curb between each grade break. For corner access ramps, provide station and elevation at BCR and ECR and label as "join existing." Elevations also should be provided at quarter points. Dimension the distance between each quarter point and the length of the curve.

**Intersection Grid Details** will be prepared at the following signalized intersections:

- Palos Verdes Blvd and Calle Mayor
- Palos Verdes Blvd and Calle Miramar
- Palos Verdes Blvd and Catalina Ave/Via Monte D'oro

Grids will be shown at 10-foot spacing and show existing and proposed elevations. These plans are primarily for control during paving operations and should show all existing improvements, underground utilities and surface culture on a larger scale. In order to avoid erroneous data, curb/gutter, sidewalk and improvements from other plan sheets should not be duplicated on these sheets.

**Traffic Control & Staging Plans** for Palos Verdes Blvd and intersecting side streets should be designed in accordance with MUTCD 2012 California Supplement. Traffic control on streets within the City of Redondo Beach and Rancho Palos Verdes shall be reviewed and approved by those cities. Permits shall be obtained as required.

Construction will require traffic control on Pacific Coast Highway, an east-west state highway. A separate sheet(s) will be required to show the closure of each westbound left-turn lane and east bound right turn lane, and any traffic control to safely delineate eastbound and westbound traffic through the turn lanes into the construction zone. This sheet(s) shall include a signature line for Caltrans District 7, its permit number and include both standard and metric units for dimensions.

Note: Prior to beginning work on these plans, consultant shall meet with the City to discuss and determine construction staging, minimum lane requirements, side-street and driveway access and plan notes and legend. It is anticipated that the project will be constructed in stages and each stage will require traffic control plans.

**Sign and Pavement Delineation Plans** will be prepared for Palos Verdes Boulevard and intersecting streets within the proposed street improvement limits. The plans shall be segmented to minimize the number of plan sheets.

The plans will be prepared in accordance to City standards and design criteria and Caltrans "Traffic Manual" and Standard Plans and Specifications (latest edition). Plans will provide for at least 200 feet of transition for each leg of the intersecting streets.

Plans will show: all existing signs within the project limits, including those mounted on traffic signals, street light and utility poles; proposed signs; and proposed pavement delineation and pavement legends/arrows within the project limits. Consultant shall include those areas on intersecting side streets that are within the project limits. Centerline stationing shall be shown on the plans.

**Traffic Signal Modification Plans** will be prepared by referencing City record drawings (Consultant to obtain from Community Development Department) of the Calle Miramar and Calle Mayor signals. Consultant will field verify existing conditions (i.e. traffic signal poles, hardware, mast arm and pole-mounted signage, interconnect cable and control equipment).

Anticipated improvements include: Upgrade existing traffic signal poles to new poles per City of Torrance standards. Remove and Relocate traffic signal pole within traffic island at Calle Miramar. Consider video detection versus loop detection on new traffic signal poles.

Consultant shall prepare a traffic signal modification plan according to the anticipated improvements and shall include a conductor schedule, pole schedule, phase diagram with detection speed, legend, notes and pole placement details for new poles.

#### **B. Quantity Calculations and Cost Estimate**

Consultant shall submit preliminary quantities and construction cost estimate at the 60% and 90% submittals. Unit prices will be based upon the most current cost information for a recent, similar project. The final quantity/cost estimate will be based on the final construction plans and submitted with the 100% submittal. Cost estimates shall include a 5% contingency.

Note: The budget (design and construction) for this project is \$2.09 million. The consultant shall compare its estimated construction costs for the 60% and 90% submittal to the available budget. If the consultant's estimated costs exceed the available budget, the consultant shall inform the City and provide recommendations for costs reduction.

#### **C. Project Specifications**

Consultant will use the city's standard "boiler plate" specifications (Word 2007) and prepare the Special Provisions portion of the Construction Specifications and Contract Documents suitable for bidding and awarding of the Contract. These special provisions will be incorporated into the City's standard construction document package. Consultant will prepare the Bid schedule.

#### **D. 100% Submittal of Plans & Profiles, Specifications/Special Provisions, Quantities and Cost Estimate**

The 100% submittal will include two (2) complete sets of: all plans, specifications/special provisions and quantities/cost estimate for final review. Minimal corrections may not be needed, but should be expected. Plans shall be on 24" x 36" sheets. Type may either be blue-line ammonia or blacklined bond paper.

#### **E. Final Submittal**

Upon City approval of the 100% plans/profile submittal, consultant will submit a complete set of stamped/signed (CA Registered Civil Engineer) original plans on mylar, an unbound set of stamped/signed specifications/special provisions and a quantities/cost estimate. The consultant will also submit an electronic copy of all final AutoCAD drawings (with x-refs and plot configuration files), specifications/special provisions and quantities/cost estimate on a CD-ROM.

Caltrans Encroachment Permit Application for Pacific Coast Highway Following the meeting on Traffic Control & Staging Plans, Consultant will prepare and submit, on behalf of the City, a Standard Encroachment permit application with applicable plans to Caltrans District 7, 100 South Main St., Suite 100, Los Angeles, CA for review and approval. The City should be exempt from a permit application fee. Caltrans processing of City permits is assigned to Mr. Patrick Truong (213) 897-3631. The Consultant should include an optional task and fee to prepare a PEER report for work in the vicinity of Pacific Coast Highway.

- F. Permit application for traffic control within Redondo Beach and Rancho Palos Verdes** Following the meeting on Traffic Control & Staging Plans, Consultant will prepare and submit, on behalf of the City, a Standard Encroachment permit application with applicable plans to the cities of Redondo Beach and Rancho Palos Verdes for review and approval.

**G. Project Management & Meetings**

Consultant will perform all project management services during the course of the project as required to complete its contract work (i.e. General Project Coordination, Preparation of Schedule, Quality Control, Progress Reporting, Subconsultant Management).

To ensure understanding of the contract objectives and coordination between the team, meetings between the City and Consultant will be held as follows: for each of the submittals (30%, 60% and 90%), traffic control and staging, and two additional meetings, as requested for a total of six meetings. Consultant shall have no more than 2 attendees per meeting. Project objectives, schedule and any other issues will be discussed and resolved or assigned for follow-up.

At the 30%, 60% and 90% meetings, consultant will bring copies of any completed plans, specifications, estimate and an updated project schedule for submittal.

**H. Bid and Construction Support**

Consultant will provide an estimate for allowance for bid and construction support. Compensation will be based only on actual effort and cost..

**I. Survey Monument Preservation**

Approximately 9 centerline monuments are within the construction area. Consultant shall tie out prior to construction and prepare and file Corner Records with the County of Los Angeles and City of Torrance.

**J. Reimbursable Expenses**

This task is intended to budget for reimbursable expenses that are associated only with reprographics of plans and paper documents, postage and mileage when making submittals to the City and other agencies or utility companies. Costs to print documents, produce reprographics, postage, telephone, faxes and mileage for consultant's internal review and/or coordination with satellite offices or sub-consultants should be included in the fees for the various tasks.

**K. City Responsibilities**

1. City will provide access to the site.
2. City will provide an electronic copy of its "boiler plate" specifications.
3. City will provide a copy of its records of centerline monuments/ties.
4. City will provide an electronic copy of the Public Works Department title block.

5. City will provide samples of various sheets from a recent street improvement project.

**City's Pro Forma Consulting Services Agreement**

A sample of the City's Consulting Services Agreement is included in Appendix I. The initial contract will be for a period of 2 years. Although the City's Consulting Services Agreement complies with CA law for contracting with Architectural and Engineering firms and modifications are not encouraged, we request that your RFP identify any language, if at all, you may object to. Should an objection be identified, we request that you propose alternate language in the RFP. Any objection(s) will not affect your rating. It will, however, provide the City with information to assist with quickly completing any negotiations subsequent to rating all consultants.

**EXHIBIT B**  
**PROPOSAL**



1411 W. 190th St., Suite 525  
Gardena, CA 90248  
t: 310.329.0102 f: 310.329.1021  
www.koacorporation.com

March 15, 2012

City of Torrance  
Office of City Clerk  
3031 Torrance Blvd  
Torrance, CA 90503  
ATTN: RFP2012-05

**RE: RFP for Palos Verdes Boulevard Rehabilitation-Design, I-121, RFP No. 2012-05**

Dear Ms. Overstreet & Ms. Reis:

CBM Consulting, Inc. ("CBM"), a wholly owned subsidiary of KOA Corporation ("KOA"), appreciates the opportunity to submit qualifications to the City of Torrance for Civil Engineering Design services. CBM has the expertise and resources required to assist the City of Torrance a timely and efficient manner. We are committed to working seamlessly with your staff and project team to ensure the successful delivery of this project. CBM has teamed with KDM Meridian and Geo-Environmental, Inc. to provide survey and geotechnical services, respectively.

The CBM team, our project systems, and our entire management structure are geared to providing flexible services to agencies such as yours. Descriptions of similar projects and respective references for these projects are included in our proposal. We assure that our key personnel will be assigned to the project for its duration and will not be removed or replaced by us without concurrence from the City of Torrance. Every member of our proposed team is available to be committed to the projects assigned to us beginning the start date.

Chuck Stephan, P.E., LEED AP will be the Management Contact and Project Manager for this contract. The contract would be managed through the South Bay office at 1411 W. 190<sup>th</sup> Street, Suite 525, Gardena, CA, 90248; Phone: 310.329.0102; Fax: 310.329.1021; Email: cstephan@koacorporation.com. Thank you for this opportunity to offer our services to the City of Torrance. Should you have questions during the selection process, please contact me at 310.329.0102.

One addenda, dated March 6<sup>th</sup>, 2012, has been acknowledged.

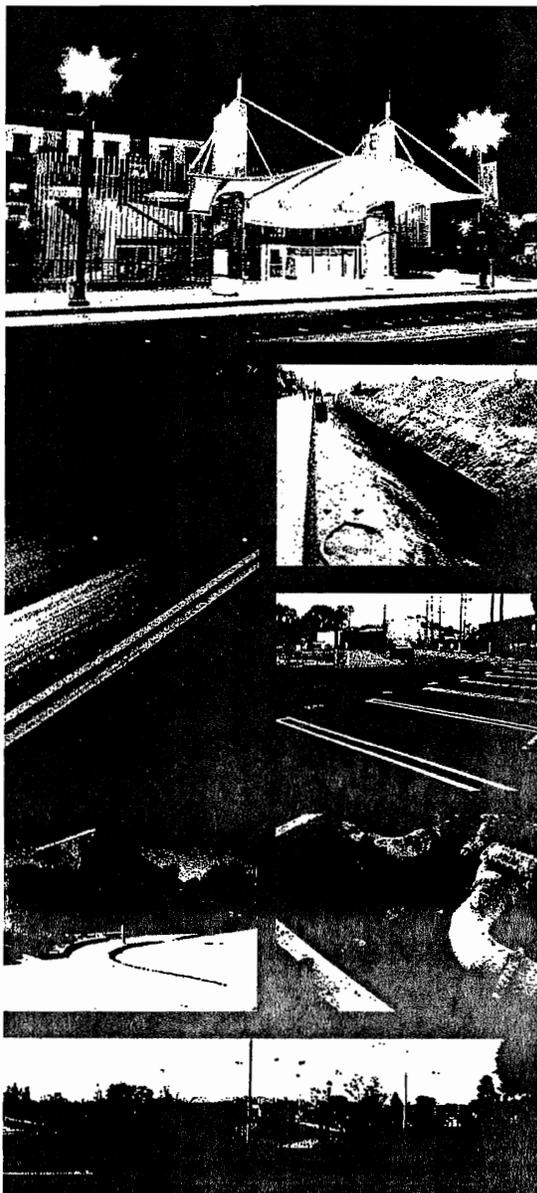
Sincerely,  
**CBM Consulting, Inc.**



Chuck Stephan, P.E. (CA RCE C50481)  
V.P. of South Bay Operations

**PROPOSAL FOR  
PALOS VERDES BOULEVARD REHABILITATION  
CITY OF TORRANCE**

**TABLE OF CONTENTS**



1. PROJECT SUMMARY ..... 3

    1.1 PROJECT UNDERSTANDING ..... 3

    1.2 SCOPE OF WORK UNDERSTANDING ..... 9

2. QUALIFIED KEY PERSONNEL ..... 29

3. RELEVANT PROJECTS..... 31

4. FIRM QUALIFICATIONS/EXPERIENCE..... 37

    4.1 FINANCIAL RESPONSIBILITY ..... 38

5. TIME SCHEDULE..... 39

6. ORGANIZATION CHART ..... 40

7. REFERENCES..... 41

8. APPENDIX..... 42



# I. PROJECT SUMMARY

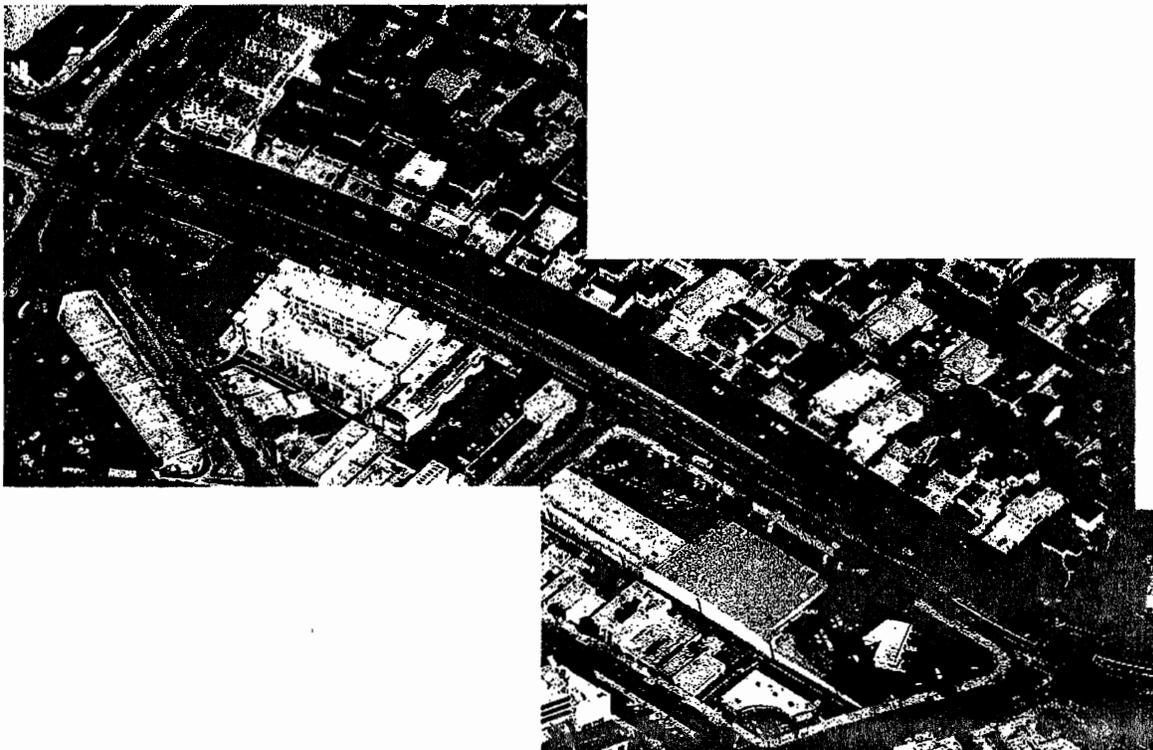
## I.1 PROJECT UNDERSTANDING

The City of Torrance plans to construct various improvements to Palos Verdes Blvd from Pacific Coast Highway to the southerly City limits. The total project length is approximately 5,780 feet. The City will procure the services of a civil engineering firm to design the project and produce bid ready plans, specifications, and estimate. The design effort will be conducted from June 2012 through March 2013. The total project budget, including design, construction, and inspection will not exceed \$2.09 million.

### Existing Conditions

Palos Verdes Blvd (PVB) from Pacific Coast Highway (PCH) to the southerly limit at the City of Palos Verdes Estates is a four lane arterial highway (2 lanes in each direction) carrying approximately 25,000 vehicles per day, with a variety of cross sections and street improvements. For discussion, the street can be segmented into five sections, each with its own unique features.

#### *Segment 1*



Segment 1, from PCH to Catalina Avenue/Via Monte De Oro, has four travel lanes and a center left turn median. The east side of the street has fully developed curb and gutter with adjacent landscaping and street lighting, with no sidewalk or intersecting streets or driveways. The west side has fully developed curb, gutter, sidewalks and driveways, with a landscaped parkway between the curb and sidewalk, and commercial property access. Parking is allowed on the west side of the street. There are locations of

displaced curb, gutter and sidewalk due to tree root incursion. The existing pavement exhibits alligator cracking and maintenance patching. There are no overhead utilities throughout the project area.

At the intersection with Via Valencia, there is a concrete wall retaining the landscaped slope on the east. Of the two corners on the west, one has a non-compliant curb ramp, the other has no ramp.

Of the four corners at the signalized Catalina Avenue intersection, only one appears to be ADA compliant. The northwest corner has a small island with traffic signal pole, and a separate right turn lane with yield control. There are crosswalks on the east, north, and west sides of the intersection. There are no connecting sidewalk improvements on Via Monte De Oro to the east.

### Segment 2

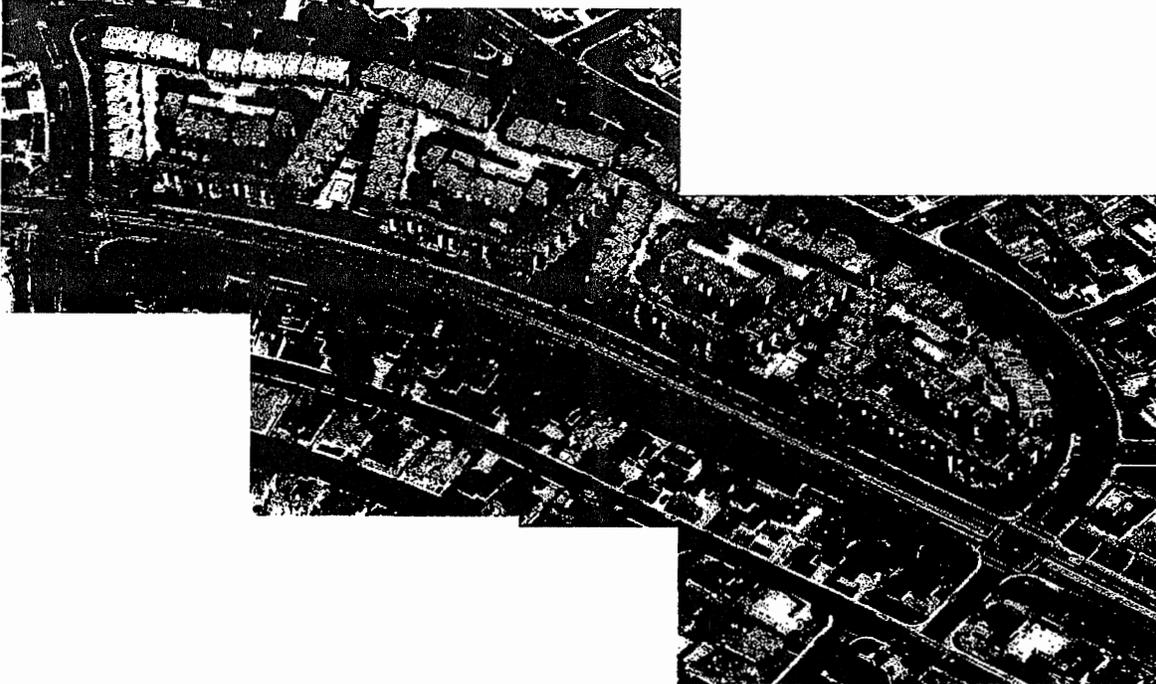


Segment 2, from Catalina Avenue/Via Monte De Oro to Calle Miramar, consists of four travel lanes with a narrow striped median, left turn pockets, and curb adjacent walkways. Parking is allowed on the east side of the street. The existing pavement exhibits alligator cracking and maintenance patching.

The east side transitions after 200 feet from an asphalt curb and walkway, with cracking, displacement, and weed growth, to fully improved concrete curb, gutter and sidewalk. Driveways access residential properties and a church/school facility. Further south, the east side has a variety of improvements ranging from asphalt swales and driveways, to a mix of concrete gutter, curb, and walkway configurations. Residential driveways back out directly onto PVB at this location.

The west side of the street has a short stretch of concrete curb, gutter and walk that transitions to an asphalt curb and walkway, which then diverges from PVB entirely to connect to a parking area along the adjacent frontage road, Camino De La Costa. The street width also narrows in this transition area, losing the adjacent curb lane. Further south the west side has an asphalt curb and median separating PVB from the adjacent parking area. At the end of the parking area, the west side transitions to an asphalt curb with landscaped buffer, with grass and trees, between PVB and Camino De La Costa.

At the signalized Calle Miramar intersection, none of the corners are ADA compliant. Crosswalks exist on the east, south and north sides of the intersection. A large unused area at the northeast corner provides ample room for landscape and walkway improvements.

*Segment 3*

Segment 3, from Calle Miramar to Calle Mayor, consists of four travel lanes with a wide striped median, left turn pockets, and a curb adjacent walkway on the east. The west side walkway terminates at a transit stop to the south of Calle Miramar. There is no parking in this section of PVB. The existing pavement exhibits alligator cracking and maintenance patching.

The east side of the street has concrete curb and gutter, with a wide grass landscaped area between the street and adjacent residential properties. This wide landscaped area provides widening opportunities to construct bicycle lanes.

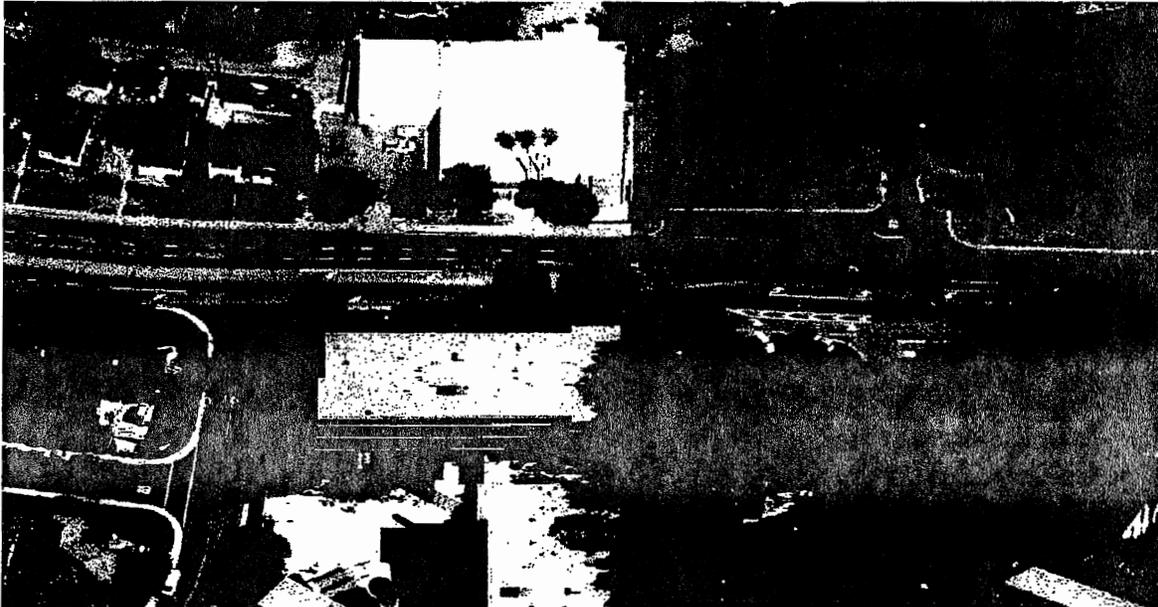
The west side of the street is improved with concrete curb, gutter and a narrow curbside sidewalk, with adjacent sloped landscaping. A curbside fire hydrant reduces available sidewalk width.

At the signalized Calle Mayor intersection, none of the four corners area ADA compliant. There are crosswalks on all four legs.

**Segment 4**

Segment 4, from Calle Mayor to Paseo De La Playa is similar to Segment 3, except that residences front the street on the easterly side, and some parking is allowed. Towards Paseo De La Playa, PVB begins a transition to one lane southbound and begins a Bike Route. The existing pavement exhibits alligator cracking and maintenance patching.

At Paseo De La Playa, neither of the westerly corners are ADA compliant, and no crosswalk is marked.

**Segment 5**

Segment 5, from Paseo De La Playa to the southerly City limit, completes a transition to one lane southbound entering Palos Verdes Estates, and connects to the two northbound lanes. There is fully developed curb, gutter, and curb adjacent sidewalk on both sides of the street. The existing pavement exhibits alligator cracking and maintenance patching.

## **Design Discussion**

CBM proposes to design a street improvement project that will incorporate all of the City's requirements including pavement rehabilitation, traffic signal and intersection modifications, ADA compliance improvements, median upgrades, sidewalk infill, and bicycle lanes.

### Pavement Rehabilitation

The existing asphalt pavement exhibits signs of distress due to aging and wear including areas of block cracking, alligator cracking, longitudinal cracking, oxidation, and locations with pavement repairs. CBM has successfully designed and managed the construction of many pavement rehabilitation projects, including local and arterial streets, with local, state, and federal funding sources. We implement cost saving alternative and sustainable construction methods where possible on our projects.

For the PVB project, depending on the results of geotechnical analysis, we anticipate that the pavement rehabilitation will entail areas with local repairs, followed by grinding, possibly an asphalt concrete leveling course, and an asphalt rubber hot mix (ARHM) wearing course. ARHM is our preferred material for arterial highways, as the pavement is more flexible offering a longer life, and produces less road noise. We recommend wet-method ARHM application, with recycled asphalt and rubber content.

### Traffic Signal Modifications, Intersection Analysis

KOA Corporation, our parent company, specializes in traffic engineering design for cities throughout southern California. As a result of our partnership, CBM Consulting has our own traffic engineering staff on board as well, with which we provide traffic signal analysis, assessment, and design services.

For this project, we propose assessing the status and operation of each traffic signal (except for PCH), and traffic flow at intersections. We will specifically include signal pole upgrades at the Calle Mayor and Calle Miramar intersections. KOA will prepare traffic signal plans detailing revisions to be made at each traffic signal location. In addition, we will review traffic usage, flow, and efficiency at each intersection, and recommend revisions to striping, markings, layout or operation as prudent. CBM will recommend modifications to pedestrian push buttons if necessary for ADA compliance.

### Bike Lanes

KOA and CBM are local leaders in the development of bike lanes in southern California. CBM generally provides the civil engineering design work needed to widen streets or revise curbs and gutters to develop suitable pavement areas for bike lanes, while KOA will provide the traffic engineering analysis to determine suitable bike lane implementation, striping and signage. For this project, there appears to be adequate opportunity to develop at the least a bike route, and preferably designated bike lanes along the entire route within the proposed project budget. As a connector to the very popular Palos Verdes Drive bicycle route, bike lanes on PVB would prove to be a valuable and appreciated asset to the local biking community.

Striping and Signing

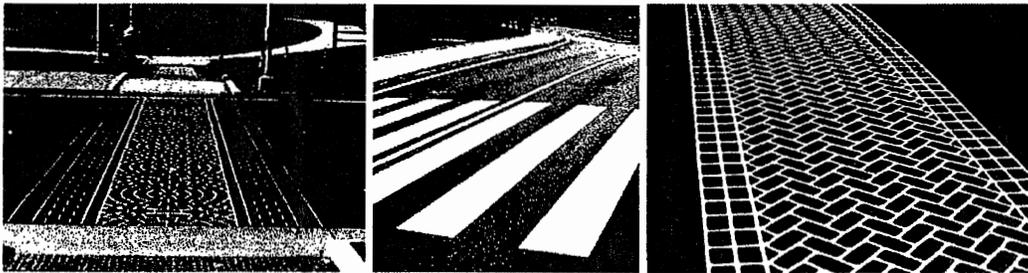
CBM will review the existing striping and signing and recommend modifications as needed to comply with the current Ca MUTCD, and if needed to improve traffic flow or safety. For example, the City could consider the use of “ladder” style crosswalks for higher visibility, and the use of high reflectivity traffic signs. We will also review signage for consistence and uniformity, and recommend the addition, deletion, or consolidation of signs where prudent. Thermoplastic striping is recommended for long term use and reduced maintenance.

Internally Illuminated Street Name Signs

The City may want to consider the installation of Internally Illuminated Street Name Signs (IISNS) at each intersection for improved wayfinding. IISNS signs can be custom designed with the City logo or other graphic feature that will add a unique look for the area and add to the renewed presence of PVB. We recommend IISNS with LED lighting for reduced electrical usage.

Crosswalks

The existing crosswalks are typical with two parallel outside lines. The City may consider the installation of other crosswalk options for higher visibility, such as ladder type crosswalks. Alternatively, decorative crosswalks could add a unique architectural element to the street. The City of Manhattan Beach recently installed custom embossed thermoplastic type crosswalks successfully on Highland Avenue.

Sidewalks

CBM will review existing sidewalks along the project area, and determine areas of improvements including ADA compliance, sidewalk infill and extensions to complete the sidewalk system, and note areas requiring repairs. We will note areas damaged due to tree root intrusion so that the City can review and consider root barriers, removal, or replacement with more suitable street trees.

Hardscape

CBM will designate areas that in the asphalt median that can be improved with decorative hardscaping, and discuss various available materials such as cobbles, brick, pavers, and patterned/stamped/colored concrete.

## **I.2 SCOPE OF WORK UNDERSTANDING**

### **PRELIMINARY DESIGN**

CBM Consulting (CBM) proposes to design a street improvement project that will incorporate all of the City's requirements including pavement rehabilitation, traffic signal and intersection modifications, ADA compliance improvements, median upgrades, sidewalk infill, and bicycle lanes. CBM Consulting specializes in the rehabilitation and improvement of existing pavement and infrastructure facilities in southern California. With our parent company, KOA Corporation, providing additional traffic engineering and bicycle lane design, we are uniquely qualified and prepared to design a first class street project for the City of Torrance. CBM Consulting will complete the proposed scope of work, to wit:

#### **A. Project Kick-Off Meeting**

CBM Consulting will schedule a kick-off meeting at the City, prepare a meeting agenda, record and distribute minutes/actions. The agenda will specifically include method of communication between the City, CBM, utility agencies and other agencies involved in the project, and discuss the project requirements, scope of work and schedule.

#### **B. Research/Review of Available Data**

Immediately upon Notice to Proceed, CBM will research and obtain available data, including utility information, City/County/State record documents, and survey data. The topographic survey or will obtain available property data by record and in the field. The geotechnical firm and CBM will research available geotechnical data. CBM will submit a report summarizing data requests, research, and documentation received and on file, and transmit to the City and others as needed. All data will be compiled, reviewed, and available to the project team throughout the design effort.

#### **C. Site Evaluation**

CBM will perform a thorough field inspection of the entire project area along Palos Verdes Boulevard to verify topographic information, and verify record drawing data. CBM will utilize our standard pavement and curb/gutter/sidewalk field investigation procedures to develop locations and requirements for repairs to pavement, curb, gutter, sidewalk, and driveways. We will note areas not meeting ADA requirements.

CBM will photograph the entire project area for our use during design, review, and as a pre-construction record.

CBM will schedule a City representative to be present during inspection of existing pavement and damaged curb and gutter, cross-gutters, sidewalk/curb ramps and driveways.

## PRELIMINARY SURVEYS, STUDIES, & COORDINATION

### A. Design Topographic Survey

CBM with KDM Meridian (KDMM) will perform the complete design topographic survey. The survey will be in conformance with the State Land Surveyors Act under the direct supervision of a California Registered Land Surveyor. KDMM will use California State Plane Coordinate System, NAD83, Zone V, US Survey Feet. Tasks include:

#### **Survey Scope of Work**

We propose to collect 25 foot cross-sections from the intersection of Pacific Coast Highway to 5,780 (+/-) feet south to the City limits. Limits are from 10 feet beyond existing curb, or to limiting physical features such as walls/fences or buildings, and to 50 feet beyond the curb returns at each intersecting street. Sections will include property line/right-of-way, back of walk, top of curb, flow line, edge of gutter/pavement, grade breaks and/or quarter points, pavement delineation and legends (striping, STOP bars, etc.), and finish surface at centerline. KDM will provide traffic control as required during survey operations. Lane closures will be in accordance with City of Torrance Standards.

- 1) Meetings
  - a) Meet with KOA staff, to review and discuss project objectives, project schedule, scope of work, method of approach and coordination.
- 2) Research of Record Information
  - a) Obtain information and mapping for record centerline information from the City of Los Angeles and the Los Angeles County Surveyor's office. This will include record subdivision maps, records of survey, and related notes and corner records.
- 3) Control Data
  - a) Horizontal: California State Plane Zone 5 (NAD83).
  - b) Vertical: County of Los Angeles bench mark (NAVD 88).
- 4) Topographic Base Mapping
  - a) Field Survey:
    - i) Control Survey: Locate/survey existing surface centerline monumentation.
    - ii) Identify additional survey monuments located within project limits.
    - iii) Collect topographic data at 25' interval cross-sections for the project street reaches, from limits as described above. Curb returns and ramps will be surveyed for determination of ADA compliance (by Engineer). Sections will include property line/right of way, back of walk, top of curb, flow line, lip of gutter/edge of pavement, grade breaks and/or quarter points, pavement delineations and striping legends, finish surface at C/L.
    - iv) Intersecting residential/secondary streets will be surveyed to 50' beyond ECR, major intersections to 50' beyond ECR.
    - v) Collect significant surface culture within project limits, including, but not limited to, above ground utilities, manholes, valve covers, utility vaults and covers, signs, trees, utility poles, traffic signal poles, cross gutters, local depressions, bus pads, catch basins, driveway openings, sidewalks, corner access ramps, parkway drains, etc. of features within project limits described above.
    - vi) Collect potholing locations (to be marked and identified prior to field survey).
    - vii) Include two (2) 8-hour days in the project budget as a contingency to collect additional field survey data as directed by the Engineer.

- b) Monumentation Perpetuation:
  - i) Tie-out centerline monuments within project reaches and file pre-construction corner record with Los Angeles County Surveyor.
- 5) Mapping
  - a) Topographic
    - i) Prepare standard mapping of all survey detail collected.
  - b) Centerline
    - i) Perform office calculations to create record centerline based on retrieved record information and existing centerline monumentation.
- 6) Deliverables to consist of:
  - a) AutoCAD drawing files at 1" = 40' of survey information collected, with 0.5' contours.
  - b) Record centerline from best available sources will be incorporated into topographic base map.

### **B. Utility Research and Notification**

CBM will research and obtain available utility records for the project area, and will compile a Utility Notification and Response Log in table format. Information will include date of notification, companies notified and responses. Copies will be provided to the City. Notifications will include the initial utility information request, Prepare to Relocate Notice (if applicable), and Notice to Relocate (if applicable).

Utilities notified will include Southern California Edison, AT&T, Verizon, GTE, Southern California Gas Company, Warner Cable, various petroleum companies, and Water, Sewer and Storm Drain agencies.

We also recommend notifying the adjacent City of Palos Verdes Estates for coordination purposes.

### **C. Utility Potholing**

CBM will provide a fixed \$15,000 allowance for utility potholing. Pothole locations will be determined based on utility information, field investigation, and proposed design improvements, as needed to identify exact locations, materials, and to document conflict locations. Pothole locations and depths will be recorded in a log and map, and marked on the pavement surface to show location, direction and depth from surface to the utility. We understand that compensation for pothole work will be based on actual cost plus 7% markup, but will not exceed \$15,000. CBM will incorporate utility information on the street plan Base Sheets. Any conflicts with existing utilities will be identified for resolution with the conflicting utility if needed. CBM will coordinate with USA to mark utility locations prior to the topographic survey.

### **D. Utility Coordination**

CBM will coordinate with utility agencies throughout the design phase. In the case that proposed improvements will interfere with existing utilities, CBM will arrange for potholing by the utility, or if needed, potholing will be performed under the potholing allowance provided in this proposal. CBM will obtain permits required for construction from any relevant agency or utility company. An encroachment permit will be required from Caltrans for replacement of the traffic signal loops at PCH.

### **E. Base Sheets**

CBM will prepare Base Sheets utilizing topographic survey, utility research information, field survey notes, and existing street, storm drain, sewer and water main improvement plans. Base Sheets will be utilized for the preparation of pavement rehabilitation, signing and striping plans.

Cad work will be prepared using AutoCAD 2011. CBM has developed CAD standards that we typically use for municipal street design projects, and which we will review with the City. Our CAD linestyles will be conventional. All discreet items including text will be on separated layers. Locations of property lines, centerlines and rights of way will be shown based in reference to the City specified Datum.

The topographic file will be drawn to real scale, will be oriented north, and will include the datum control, basis of bearing, North arrow, date of survey, Survey Crew Chief and supervising Licensed Land Surveyor (PLS) signature. The PLS will review and sign the plans, and provide notes and details. We will also provide the electronic point data file for the City's records.

#### **F. Pavement Evaluation Review/Design**

CBM will provide a pavement evaluation and analysis report in coordination with our geotechnical engineer. CBM will review the report with the City and discuss recommended pavement rehabilitation options. This pavement evaluation work will include:

- Obtain pavement, base and subgrade samples through field boring, and determine structural properties through appropriate laboratory testing.
- Assess testing data, and evaluate various suitable methods for rehabilitation of existing pavement.
- Prepare a value engineering study with cost/life comparisons for at least 3 rehabilitation options.
- Present and discuss findings with the City.
- Upon concurrence of strategies by the City, develop a final pavement rehabilitation plan.

The proposed drilling of soils borings is intended to determine the existing conditions of the subgrade soils at the site to facilitate the construction of pavement areas, construction of AC base course, resurfacing the streets, and adjustment of any existing manholes and utility valve covers to grade. During drilling, GEI will determine the thicknesses of any existing AC and aggregate base (AB) that may be present at the site and special problems that may require a form of pretreatment prior to construction. Any necessary geotechnical recommendations will be made for the design of pavement structural sections consisting of AC or ARHM overlay, AC over AB or crushed miscellaneous base (CMB), and full-depth asphalt repair sections. Recommendations including full-depth AC will be provided for repairs to locally failing areas, such as potholes or utility repair patches. GEI will provide recommendations including cold-mill/overlay, ARHM/AC, or ARHM over AC over CMB as alternatives.

GEI will identify design/construction strategies that may be employed as alternatives for pavement sections to reduce costs and minimize conflicts between the proposed improvements and the existing site improvements/utilities based on typical costs of various methods of construction. GEI's Staff Engineer will coordinate with the City and CBM to analyze the various alternatives prior to production of the final report. GEI's report will include limits of pavement rehabilitation and parkway repair, and recommendations regarding other existing AC improvements.

Pertinent laboratory testing will be conducted to determine the relative compaction of the subgrade soils and their Resistance Values (R-Values) to be used along with supplied design Traffic Indexes (TIs) to formulate recommendations for the rehabilitation of the street segment considering all logical strategies to determine the most cost effective means for the projects. GEI's services will conform to accepted professional standards and the latest editions of the City's standard plans and design manual, Caltrans standard plans, specifications, and special provisions, Standard Specification for Public Works

Construction (Green Book), Caltrans or other applicable agency's standard plans, specifications, and guidance documents. The report will include all design and testing data required for the proper design of the proposed street improvements.

### **Geotechnical Scope of Work**

GEI proposes to perform a soils investigation at the site to determine the conditions of the existing pavement, base course, and subgrade soils, and provide recommendations for pavement structural section design and special treatments/strategies for pavement construction. The investigation will include a site visit by a representative of GEI to evaluate the existing condition of the pavement, curbs, gutters, driveway approaches, and sidewalks. Additionally, the geotechnical investigation will include collection of bulk and undisturbed soil samples from the site, laboratory testing, engineering analyses, and the preparation of report presenting recommendations for the improvements planned at the street segment. The scope of our investigation will consist of five (5) tasks: (1) data review/coordination, (2) field investigation, (3) laboratory testing, (4) engineering analyses, and (5) report preparation. These tasks are briefly described below.

**Task 1 – Data Review/Coordination** – Available geotechnical and geological data regarding the project site and surrounding areas will be reviewed to assess the expected soil conditions at the site. The data review will include the review of published geologic maps and grading reports for the site and other geotechnical data contained in our in-house files, and in City/County files. City records to be reviewed will include any existing improvement plans, topographic data, maps, as-constructed drawings, utility plans, reports, aerial photographs, and other pertinent information necessary for the project. At least two (2) working days before the fieldwork, GEI will obtain all necessary state, federal, local, and other permits and licenses as necessary.

**Task 2 – Field Investigation** – The field investigation will consist of two (2) parts: a site reconnaissance and a subsurface exploration. The site reconnaissance will include examination of the project site to evaluate existing improvements, and gain familiarity with the site and specific pavement conditions, especially potential construction areas. The reconnaissance will include examination of the condition of the pavement, and determination of any damaged, raised, or sunken curbs, gutters, sidewalks, curb returns, ADA ramps, driveway approaches, or other needed concrete improvements within the public right-of-way. Results of the site reconnaissance will be used to select the boring locations for the proposed subsurface exploration. Locations of borings will be distributed over the street length and between lanes as appropriate to provide the apparent pavement construction history in travel lanes based on the results of the field exploration. The proposed boring locations will be marked in white and Underground Service Alert (USA) will be notified for coordinating with utility companies to locate and field-mark existing substructures. The markings provided by USA will be used to ensure the protection of any identified existing utilities. Following the notification to USA, the field investigation will be performed.

The field investigation will include exploration of the site by drilling seven (7) soils borings along the street segment to secure undisturbed and bulk soil samples for laboratory analysis of the subgrade soils supporting the pavement sections. The borings will be drilled by utilizing either a 6-inch or an 8-inch diameter hollow-stem auger drill rig. The soils borings will be drilled to approximate depths ranging between 3.0 and 5.0 feet below the existing ground surface or to the depth of refusal. *The depths of the proposed borings may change depending on the materials encountered during the field investigation.* Boreholes

will be backfilled with soil cuttings generated from the same boring, compacted to approximately 90% relative compaction, and patched with cold asphalt immediately after the final soil samples are retrieved. GEI will provide all necessary traffic control while performing fieldwork in accordance with the MUTCD Manual. The traffic control and detouring will provide for continuous driveway and pedestrian access to businesses and residents at all times.

Geologic logs of boring activities exhibiting soil classification of each stratum in accordance with the Unified Soil Classification System (USCS), ASTM 2487-93, will be prepared by a representative of GEI. The logs will include all pertinent information regarding the existing structural sections, including existing AC and PCC improvements, boring depth and location, sample collection depth, USCS group name, USCS group symbol, color as determined by Munsell Soil Color Charts, grain size distribution, plasticity index, moisture content and dry density of drive samples, the elevation of the water table (including the depth of saturated soil or groundwater) if encountered, and caving potential and/or sloughing conditions. During drilling, the classifications, thicknesses, and material types of any existing subgrade soils, AC, overlay, PCC, AB, and fabric or other interlayers will be noted.

Undisturbed drive samples will be collected at approximately 3.0 feet below the existing ground surface during drilling operations; additional drive samples will be taken at changes in lithology or if unusual conditions are encountered. Relatively undisturbed ring samples will be obtained using a Modified California Sampler (2.4 inches inside diameter and 3.0 inches outside diameter) lined with thin-walled sample rings. The sampler will be driven into the bottom of a borehole with successive drops of a 140-pound hammer falling 30 inches. The number of successive drops of the driving weight (blows) required for one (1) foot of penetration will be shown on the boring logs. Bulk samples from soil cuttings generated during the drilling activities will be collected at depths up to approximately 5.0 feet below the existing ground surface, and placed in plastic bags. The samples from the borings will be tested in the laboratory as described in Task 3.

**Task 3 – Laboratory Testing** – Bulk and relatively undisturbed drive soil samples collected during the proposed field investigation will be examined in the laboratory to confirm field classifications. Selected samples from the borings will be tested to help evaluate engineering properties of the subsurface soils, including in-situ moisture content and dry density, grain-size distribution, plasticity/expansive characteristics, compaction characteristics (maximum dry density and optimum water content) by modified proctor testing, corrosion potential, and R-value. The numbers and types of tests will depend upon the soils encountered and the planned improvements at the sample location. Results of all laboratory testing performed on bulk and drive samples of the subsurface soils will be included in the appendix of the engineering report prepared for the project.

**Task 4 – Engineering Analysis** – Engineering analyses will be performed upon completion of the laboratory testing. Results from the field and laboratory testing, site reconnaissance, and GEI's experience will be the basis for the engineering analyses. GEI will provide engineering conclusions and recommendations for the following:

- Type and extent of the materials encountered;*
- Suitability of the onsite soils for use as fill material;*
- Thickness and competence of existing fill, if any;*
- Nature of bedrock, if encountered;*
- Presence of groundwater or seepage (groundwater table depth, if encountered);*

- Pavement section design; and*
- Site preparation for the proposed construction.*

**Task 5 – Report Preparation** – A pavement evaluation geotechnical engineering report will be prepared at the conclusion of the investigation to aid in the preparation of plans and specifications. The report will describe GEI's purpose, methods and procedures used to conduct the field exploration (including sampling collection methods), investigation findings (soil characteristics), geotechnical engineering conclusions/recommendations regarding appropriate construction methods, recommendations, and supporting laboratory testing procedures and results. The report will provide trenching recommendations, compaction requirements, subgrade preparation, and treatment recommendations for wet, unsuitable, and/or saturated conditions. The report will provide complete information regarding the thicknesses of the existing AC and AB, plasticity characteristics and grain-size distribution of the subgrade soil, and recommendations for the planned street improvements. The engineering report will include typed geologic boring logs, geotechnical laboratory reports, site location maps, boring location maps, and other pertinent data and information. All referenced geotechnical reports used in the preparation of the report will be listed in the appendix. The report will be prepared in accordance with the requirements of the City and CBM.

#### **G. Traffic Index Calculation**

CBM will calculate traffic indexes (TI) within the project limits, based on projected 20-year growth, utilizing the Los Angeles County and Caltrans methods. The TI will be used for evaluating recommended pavement sections and estimated life.

## PLANS & PROFILES

### A. 30%, 60% & 90% Plan Submittal

Project plans will be to City of Torrance standards and format, and will utilize the City's title block on all plan sheets. Plans will be plotted on 24"x36" sheets at the required scale, blackline on bond paper.

Plan submittals will be provided at the 30%, 60%, and 90% complete stages. Two plans sets will be provided for each submittal. Plans will be prepared as follows:

PLAN	SCALE
Title Sheet	Varies
Construction Notes and Details	1" = 10'; Varies
Typical Cross Sections	Varies
Plan and Profile	1" = 40' H 1" = 4' V
Intersection Grid Details	1" = 10' H; Grids at Lane Lines
Traffic Control & Staging Plans	1" = 40' H
Sign and Pavement Delineation Plans	1" = 40' H
Traffic Signal Modification Plan	1" = 20' H

More detailed scales will be used if necessary for clarity.

The Title Sheet, based on the City's format, will include the project title, vicinity map, general notes, benchmark with basis of coordinates and survey reference, DigAlert information and legend of symbols.

The Construction Notes and Details sheets will include the construction note index, list of utility companies with contact names and telephone numbers, list of standard plans, and construction details. Several sheets are anticipated.

Typical Cross Sections will include the various cross sections including right-of-way, dimensions, existing street, proposed improvements and slopes. Pavement slopes of 2% are desired, but may vary between 1% to 5% depending on the rehabilitation option selected, as needed for drainage, and to minimize reconstruction costs. Construction notes related to proposed improvements will be included on this sheet. Cross sections will be shown and discussed with the City at the 30% and 60% submittals stages to clearly identify existing limitations and potential solutions.

The street Plan and Profile sheets will include all existing improvements and underground utilities (sewer, water, gas mains and associated laterals, storm drains, catch basins and laterals, manhole and valve covers, and meter boxes). The proposed work will be shown, including removal limits, reconstruction areas, cold planing, overlay and rehabilitation, manhole, vault and valve adjustments, PCC removal and reconstruction, new curb, gutter and sidewalk construction, and items to be protected in place.

CBM will document and designate survey control monuments to protect or replace. Plan views will include north arrow, scale, match lines, station and sheet references, and construction notes for all

improvements on the sheet. The profile view will include existing top of curb/flowline elevations with stations and slopes.

Curb access ramp improvements will include stations and elevations at the BCR, ECR points, and quarter points, and show join locations. Additional data will be provided if relevant. Curve data and dimensions between points will be shown.

The Intersection Grid Details will include proposed elevation data across the entire intersection. Grids will be on a 10 foot spacing and oriented with centerline. The plans will show all existing and proposed improvements, utilities, and relevant data. CBM will prepare a contour map to check for correctness of elevations and cross grade slopes. These plans will reflect paving data primarily, and will not be used to represent concrete or other improvements, which will be shown elsewhere. Locations to be shown will include the following intersections:

- Palos Verdes Blvd at Calle Mayor
- Palos Verdes Blvd at Calle Miramar
- Palos Verdes Blvd at Catalina Ave/Via Monte De Oro

The Traffic Control and Staging Plans for will be designed in accordance with the 2012 California MUTCD. Traffic control for streets within the City of Redondo Beach and Rancho Palos Verdes will be coordinated with, reviewed and approved by those cities. Encroachment permits will be obtained if required. We will note that the Contractor shall coordinate with adjacent City's for their traffic control establishment.

A traffic control plan will be prepared to specifically address traffic control on PCH, and will be coordinated with and adhere to Caltrans requirements. A separate signature line will be included for Caltrans use, and will reference relevant permit numbers,

CBM will first meet with the City to discuss construction staging requirements, minimum lane requirements, adjacent street and driveway access, parking and lane restrictions, working hours, and plan notes and legend. CBM acknowledges that the project will be constructed in stages, with each stage requiring separate traffic control plans.

Sign and Pavement Delineation Plans will be prepared for Palos Verdes Boulevard and intersecting streets. Plans will be prepared to City standards and design criteria, Caltrans "Traffic Manual", and Standard Plans and Specifications. The plans will provide for a minimum of 200 feet of transition for each leg of intersecting streets. The plans will include existing signs within the project limits, including on traffic signals, street light and utility poles; proposed signs; and proposed pavement delineation and pavement legends and arrows. CBM will include areas on intersecting side streets that are within the project limits. Centerline stationing will be shown on the plans for reference.

Traffic signal modification plans will be prepared for the Calle Miramar and Calle Mayor traffic signals. Plans will reference existing record drawings, augmented by detailed field inspection and verification. CBM will verify existing poles, hardware, mast arms, signs, interconnect cable, and controller equipment, and recommend upgrades as pertinent. We acknowledge that anticipated upgrades will include new poles to City standards, and relocation of pole at Calle Miramar. CBM will review video detection

alternatives with the City. Traffic signal modification plans will be prepared to include existing condition and proposed improvements including conductor schedule, pole schedule, phase diagram with detection speed, legend, notes, and pole placement details and dimensions.

#### **B. Quantity Calculations and Cost Estimate**

CBM will submit quantity and construction cost estimates, broken out by proposed bid item description, at the 60% and 90% submittal stages. Construction unit prices will be based upon the most current cost information for recent similar projects. The final quantity and cost estimate will be based on the final construction plans and will be submitted with the 100% submittal, and include a 5% contingency.

We acknowledge that the total budget for this project is \$2.09 million, inclusive of design, construction, and inspection costs. During the course of design, CBM will continually compare estimated construction costs to the available budget. If the projected costs exceed the available budget, CBM will inform the City and provide suitable recommendations for cost reduction. At this time, CBM anticipates that the project can be constructed within the anticipated project budget.

#### **C. Project Specifications**

CBM will use the City's standard "boiler plate" specifications as the base document, and prepare the Special Provisions section of the Construction Specifications and Contract Documents for bidding and awarding of the Contract. The special provisions will be incorporated into the standard construction document package. CBM will prepare and incorporate the Bid schedule into the bid documents.

#### **D. 100% Submittal of Plans & Profiles, Specifications/Special Provisions, Quantities and Cost Estimate**

The 100% project submittal will include two complete sets of plans, specifications with special provisions, and quantities/cost estimate for final review by the City. We note that minor corrections may not be needed, but should be expected. The final plans will be plotted blackline on 24"x36" bond sheets.

#### **E. Final Submittal**

Upon City approval of the 100% submittal, CBM will prepare a complete set of stamped and signed original plans on 24"x36" mylar sheets, an unbound set of stamped and signed specifications with special provisions, and a quantities/cost estimate. CBM will provide an electronic copy of all final AutoCAD drawings (with x-refs and plot configuration files), specifications with special provisions and quantities/cost estimate on a CD-ROM. We will also provide copies of all electronic files including reports, tables, correspondence, pdf documents, email, and photographs.

CBM will prepare and submit on behalf of the City a Standard Encroachment permit application with required plans to the Caltrans District 7 office. We anticipate that the Encroachment Permit will include replacement of traffic signal loops, and approval of proposed traffic control plans. Caltrans does not charge a fee for City permits, but will designate a fee that will be charged to the Contractor for construction inspection services. We note that Caltrans processing of City permits is assigned to Mr. Patrick Truong (213) 897-3631. CBM will include an optional task and fee to prepare a PEER report for work in the vicinity of Pacific Coast Highway if it is required.

#### **F. Permit application for traffic control within Redondo Beach and Rancho Palos Verdes**

CBM will prepare and submit on behalf of the City a Standard Encroachment permit application with applicable plans to the cities of Redondo Beach and Rancho Palos Verdes for review and approval. We will meet with the City staff as required to discuss the project and incorporate requested features on approval of the City of Torrance.

#### **G. Project Management & Meetings**

CBM will provide all project management services to complete the project design, including general project coordination, preparation of schedules, quality control, progress reporting, and subconsultant management.

Meetings between the City and CBM will be held for each of the preliminary submittals (30%, 60% and 90%), for traffic control and staging review, plus two additional meetings (total of 6 meetings). CBM will include no more than two attendees per meeting. For the 30%, 60% and 90% meetings, CBM will bring copies of completed plans, specifications, estimates and an updated project schedule for submittal.

#### **H. Bid and Construction Support**

CBM will provide an estimated allowance to provide bid and construction support. Actual costs, if any, will be based on actual effort utilized.

#### **I. Survey Monument Preservation**

The City estimates that approximately 9 centerline monuments lie within the project area. CBM with KDMM will tie out the monuments prior to construction, and prepare and file appropriate Corner Records with the County of Los Angeles and the City of Torrance.

#### **J. Reimbursable Expenses**

Reimbursable expenses shown on the fee schedule include only expenses that are associated with reproduction of plans and documents, and postage and mileage when providing submittals to the City and other agencies or utility companies.

#### **K. City Responsibilities**

We acknowledge that the City of Torrance will provide:

- access to the site.
- an electronic copy of its "boiler plate" specifications.
- a copy of its records of centerline monuments/ties.
- an electronic copy of the Public Works Department title block.
- samples of various sheets from a recent street improvement project.

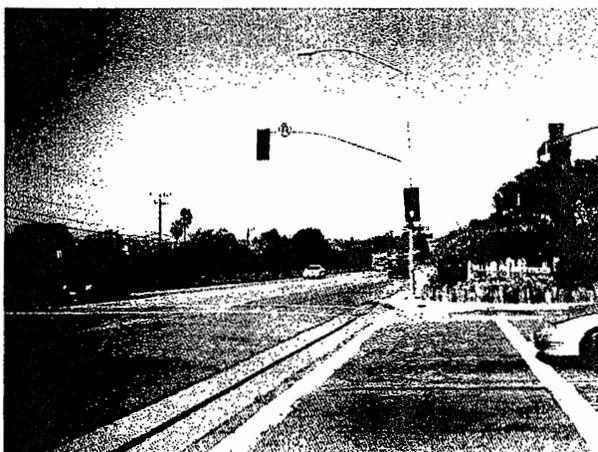
#### **CITY'S PRO FORMA CONSULTING SERVICES AGREEMENT**

We acknowledge the City's pro forma consulting services agreement. If acceptable to the City, we would request minor modifications as already agreed to on our previous contracts with the City of Torrance.



Alligator cracking

Existing pavement exhibits extensive areas of alligator cracking, block cracking, and numerous repair locations. CBM will conduct field assessment, geotechnical investigation, and analysis to determine acceptable rehabilitation alternatives. CBM has successfully rehabilitated similar arterial highway pavement on previous projects.



Slotted cross gutter/ Non-compliant ADA ramps

CBM will provide a design to incorporate bicycle and pedestrian friendly and ADA compliant features. We recommend reconstructing this cross gutter to eliminate the slot which poses a bicycle hazard, and construct ADA compliant curb access ramps, with ADA compliant push buttons, at all corners.



Transit stations

CBM will coordinate with the City and transit agencies to review the condition and placement of all transit facilities. We recommend making the appearance and presentation consistent throughout the project area. The City or transit agency may consider placing bus shelters at exposed locations. We will review the need for bus pads in the pavement area with the City.



This small concrete island will be removed and the traffic signal pole relocated.

*Median to be removed/ Traffic signal to be relocated*



The existing west side median will be improved in PVB to include new curb and gutter. The shoulder area may be widened to incorporate room for a bicycle lane.

*Existing west side median between PVB and Camino De La Costa*

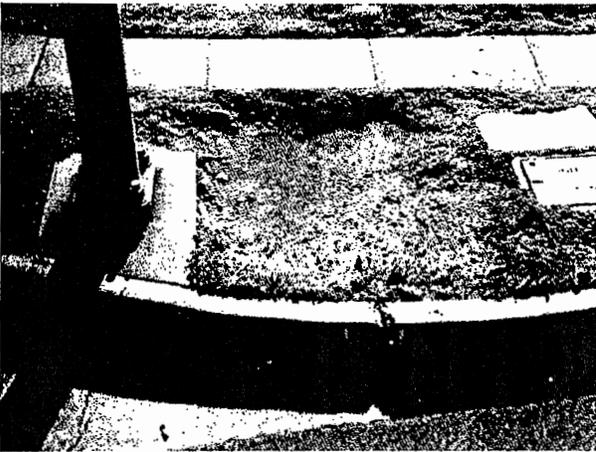


*Existing west side median*



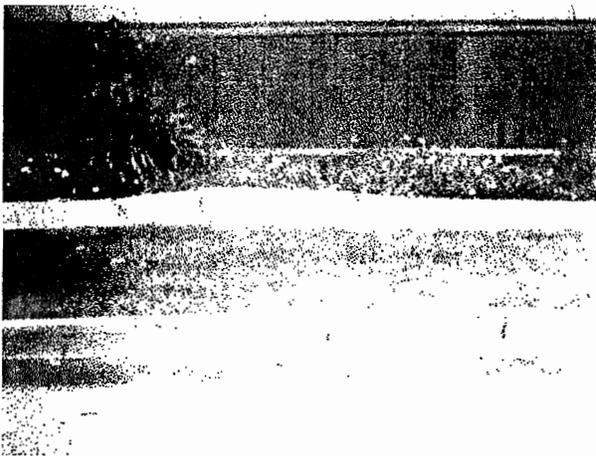
*Patches/Block cracking*

Longitudinal cracking and patched areas will be examined to determine extent of reconstruction work if needed.



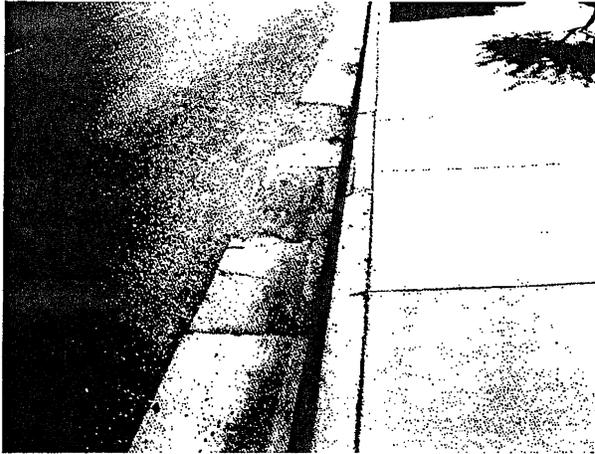
*Existing parkway at ped button location*

Intersection locations will be designed to conform to ADA requirements. At this location, pedestrians must utilize the dirt parkway to access the pedestrian crossing push button.



*Curb and gutter, and sidewalk displacement*

Existing concrete curb, gutter and sidewalk improvements will be assessed to determine locations requiring repairs. At this location, displacement has occurred probably due to tree root intrusion from a tree that has already been removed. Repairs should be made to remove trip hazards and impediment to drainage.



*Damaged gutter*

CBM will note locations and extent of repairs to PCC improvements



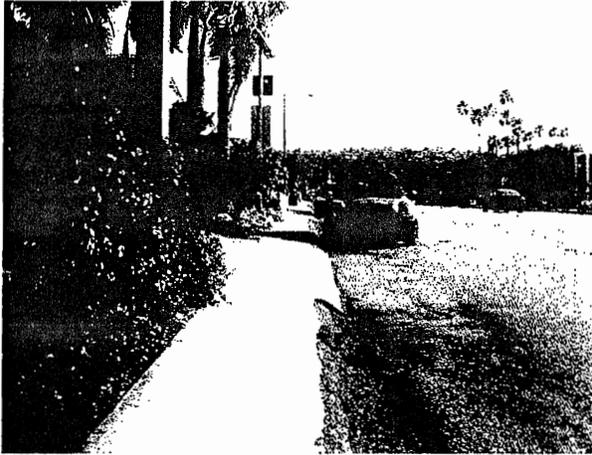
*Existing AC driveway, sidewalk and curb*

PCC curb, gutter, sidewalk, and driveway improvements will be designed to replace existing AC construction



*Existing AC sidewalk and curb*

CBM will design new PCC improvements to replace AC curb and walkway at this location and improve the drainage flowline



*Existing sidewalk and gutter*

CBM will design PCC improvements to replace existing substandard sloped walkway, drainage, and driveway aprons. At this location we will consider to construction of rolled curb and gutter to maintain the flowline and provide maximum elevation to the sidewalk and access to adjacent properties.



*Existing sidewalk and gutter*

This ill-defined area mixes parking with pedestrian use, as well as provides poor drainage. We will define acceptable parking usage as well as design adequate drainage and walkway features.

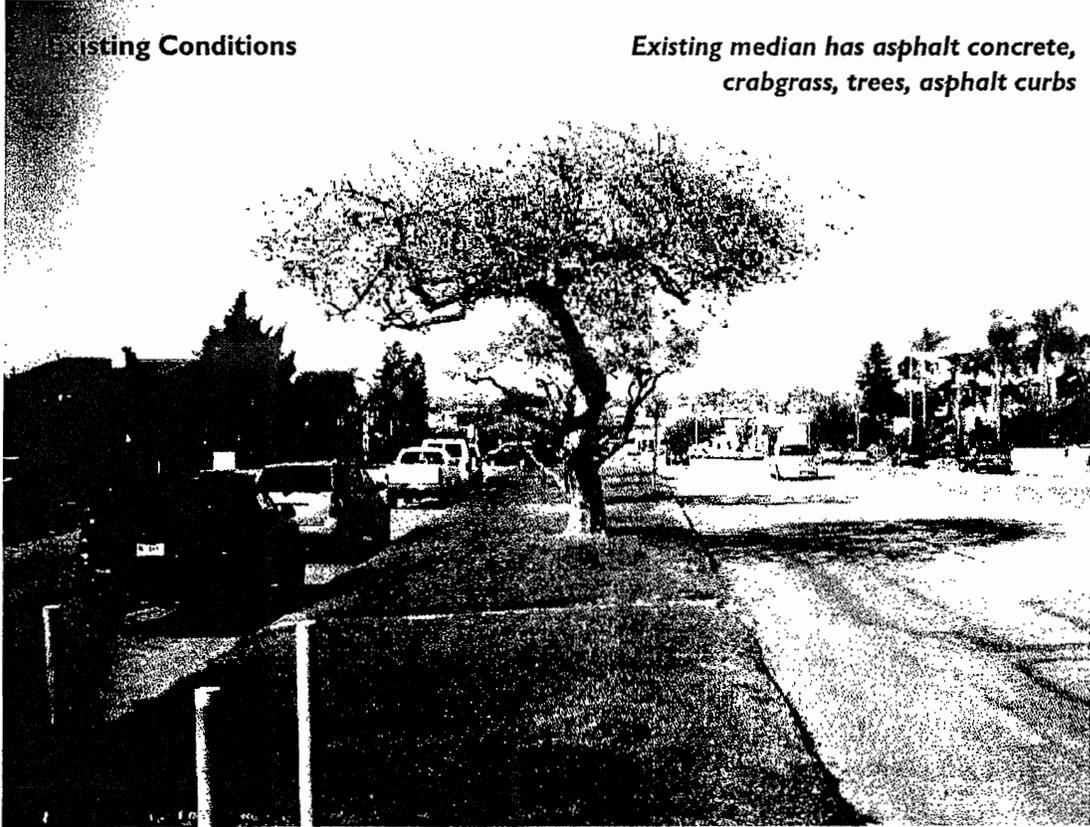


*Existing sidewalk and gutter*

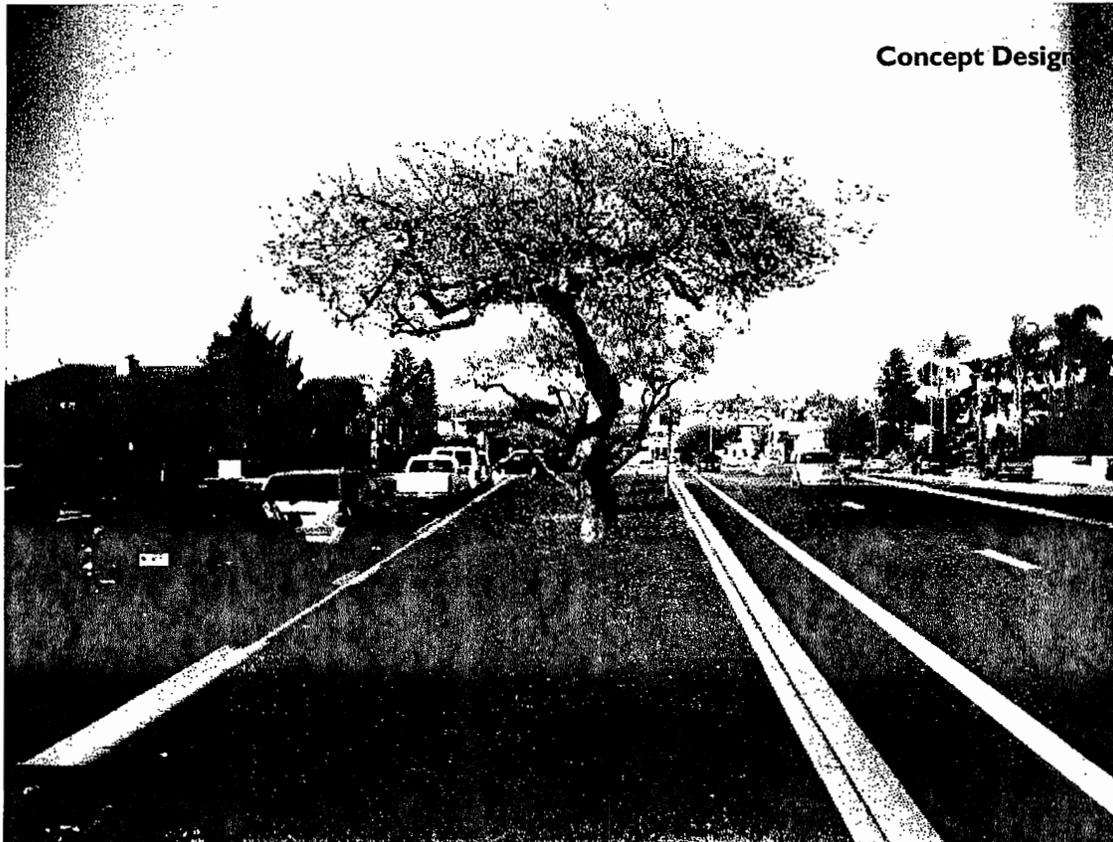
This location will be improved with new PCC curb, gutter and sidewalk to join existing.

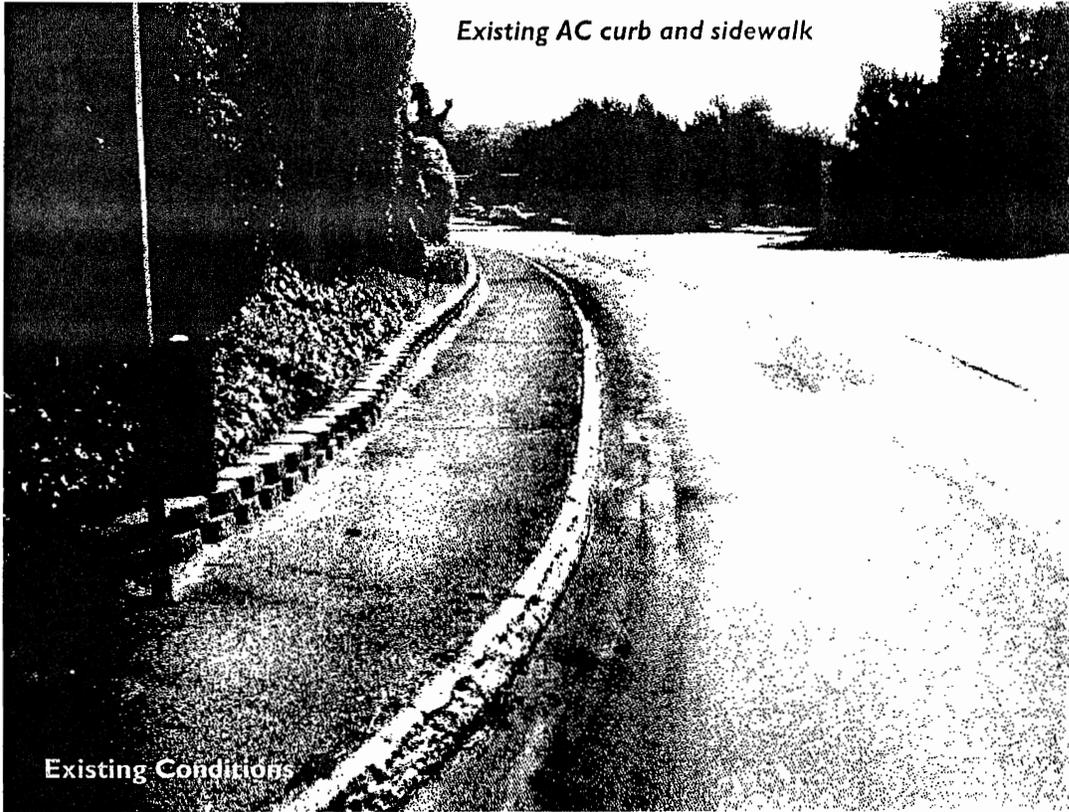
**Existing Conditions**

*Existing median has asphalt concrete, crabgrass, trees, asphalt curbs*



**Concept Design**

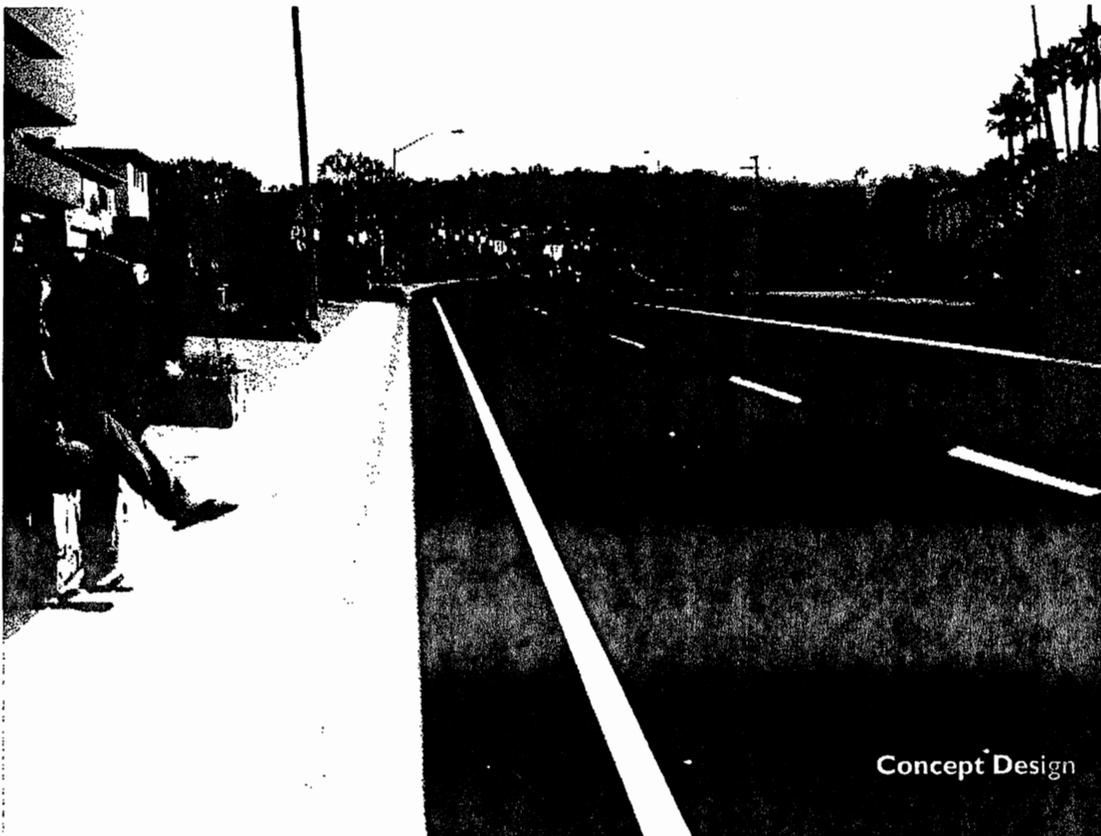
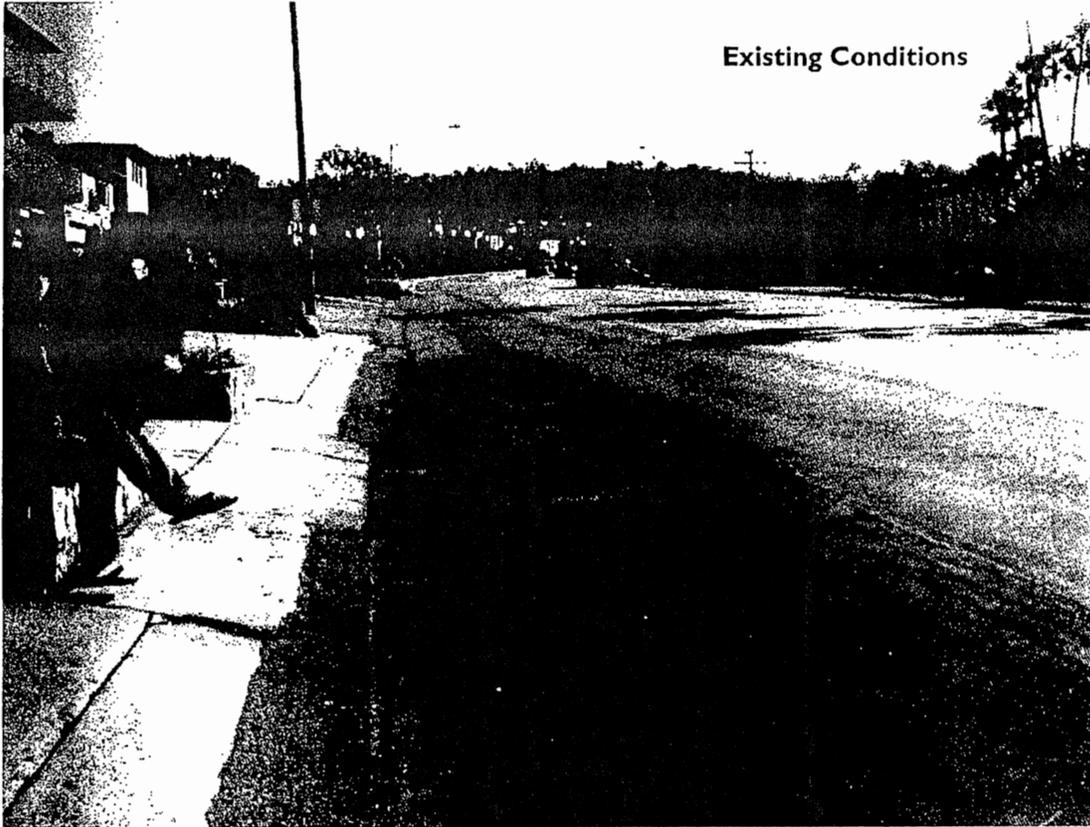


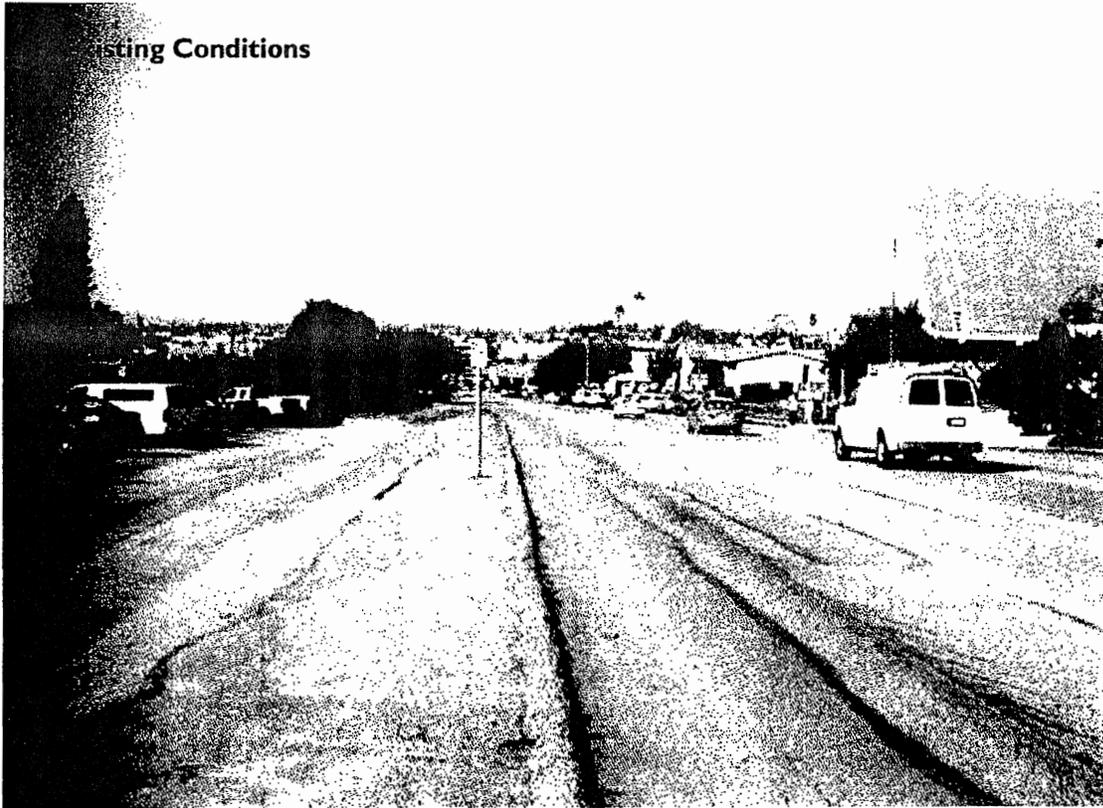


Existing Conditions



Concept Design







## 2. QUALIFIED KEY PERSONNEL

### **CHUCK STEPHAN, PE, LEED AP**

#### **VP of South Bay Operations**

#### **Principal-In-Charge / Design Engineer / Project Manager**

#### **Professional Experience**

Chuck Stephan has over thirty years of extensive experience in civil engineering design and project management on projects for many municipalities and private firms. He has diverse project experience in planning, design, management, and construction of transportation, educational, institutional, industrial, aerospace, municipal, residential and commercial projects. Mr. Stephan works in multiple capacities as Principal-In-Charge, project manager, project engineer, lead engineer, design engineer, and construction engineer in both the civil and construction management disciplines.

- Specializing in Project Management, Civil Engineering Design, and Construction Management for municipal Capital Improvement Projects, including pavement design and rehabilitation; ADA improvements; water pipelines; storm drain and sanitary sewers; medians and landscaping; parking lots; site improvements; plan checking; NPDES requirements.
- Providing staff assistance to municipal engineering departments on temporary or part-time basis as needed; provide staff training in project management, design, and construction management skills.
- Manage various funding sources including local, state, and federal-aid projects; SR2S; SRTS; STPL; various grant applications and reimbursement requests.

#### **Project Experience**

**City of La Habra Engineering Services – Program Management, Project Management, Design, Construction Management, La Habra, CA 2003 to Present:** Provided engineering services to the City of La Habra Department of Public Works for the management, design, and construction of various public works capital improvement projects and studies. Projects included: Annual pavement rehabilitation projects, Annual water main replacement projects

- ◆ Arterial rehabilitation projects with federal-aid funding
- ◆ Intersection improvements with federal-aid funding
- ◆ Pedestrian facilities (Curb, gutter, sidewalk, ADA ramps) with Safe Routes to School funding
- ◆ Alley reconstruction with CDBG funding

#### **Education**

*BS, Agricultural Engineering, California Polytechnic State University, San Luis Obispo (1982)*

#### **Year Entered Profession**

*1982*

#### **Year Started with Firm**

*2000*

#### **Registrations**

*Prof. Engineer (Civil) CA #C50481 (1993)*

*Prof. Engineer (Civil) OR #1872PE (1995)*

*Prof. Engineer (Civil) HI # PE-8432(CE) (1996)*

*LEED Accredited Professional (2007)*

#### **Professional Affiliations**

*American Public Works Association  
American Society of Civil Engineers*

- ◆ Plan checking
- ◆ Park facility ADA improvements, athletic fields, survey staking
- ◆ Storm drain improvements

**Residential & Arterial Overlay 2011 Design, Thousand Oaks, CA:** Design Engineer. Prepared Plans, Specifications and Estimate for the City's 3 year Pavement Rehabilitation Project. Work included field review, documentation, and photographing of all street sections and repair locations; determination of rehabilitation strategies; preparation of plans, specifications, and estimate for bid; and bid support. The project included 50,000 tons of asphalt pavement reconstruction and Asphalt Rubber Hot Mix overlay on 30 miles of local, collector, and arterial streets. All work was completed in a compressed time schedule of 4 weeks. Construction Cost \$7,000,000.

**Sun Valley EDA Public Improvement Project, Los Angeles, CA:** Project Manager & Design Engineer. Engineering design services to develop Plans, Specifications, and Estimate (PS&E) for the repair and rehabilitation of 2 major arterial highways and 5 major intersections in the City of Los Angeles. Work included removal and replacement of failed AC and PCC pavement sections; reconstruction of driveways and curb access ramps to meet ADA requirements; milling and overlay of PCC and AC pavement; and complete reconstruction of intersections with cross gutters, grading, and paving. Construction Cost \$3,000,000.

**Arterial Roads Rehabilitation Project Fiscal Year 2010-2011, Rancho Palos Verdes, CA:** Project Manager & Design Engineer. Prepared Plans, Specifications and Estimate for the rehabilitation of Palos Verdes (PV) Drive South in the City of Rancho Palos Verdes. PV Drive South is a challenging arterial highway winding along the bluffs of the Palos Verdes peninsula overlooking the Pacific Ocean. The street varies from a fully developed 4 lane divided highway with bicycle path, to a 2 lane highway over unstable creeping subgrade soils. Rehabilitation strategies included selective removal and replacement (R&R) areas, asphalt rubber hot mix (ARHM) and conventional asphalt overlays, and microsurface application. Work included the relocation and improvement of bus pads and shelters, retaining walls, PCC repairs, striping and markings. A comprehensive traffic sign field review and replacement plan was prepared to bring all traffic signs into uniformity and conformance with MUTCD requirements. Construction Cost \$2,000,000.

**Sepulveda Boulevard Pedestrian Improvements, Culver City, CA:** Project Manager & Design Engineer. Prepared the Plans, Specifications, and Estimate (PS&E) for the enhancement of a ½ mile section of Sepulveda Blvd in a busy commercial area of Culver City. The project included the challenging installation of landscaped areas with trees, plants, benches, curb access ramps, and driveway and sidewalk replacements in a fully developed area with outdoor dining and retail shops. Construction Cost \$350,000.

**City of Hermosa Beach pavement rehabilitation projects, Hermosa Beach, CA 2001-present:** Project Manager / Engineer. Provided project management, design, and construction management for various pavement improvement projects including residential streets, and arterial streets with federal-aid funding. Project included sidewalk repairs, ADA curb access ramps, storm drain repairs, curb & gutter replacement, grinding, asphalt pavement, and striping.

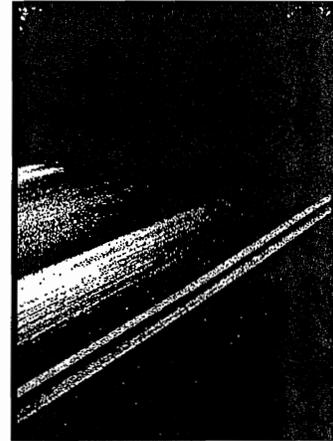


### 3. RELEVANT PROJECTS

#### Residential & Arterial Overlay 2011 Design

Thousand Oaks, California

CBM Cost: \$291,720  
 Construction Cost: \$7 million  
 Owner: City of Thousand Oaks  
 Completion Date: May 2011  
 Design Engineers: Chuck Stephan, P.E.  
 Nicolas Hsieh, P.E.  
 Christine Kaskara, P.E.  
 Contact: Tom Pizza, P.E.  
 (805) 449-2430



Prepared Plans, Specifications and Estimate for the City's 3 year Pavement Rehabilitation Project. Work included field review, documentation, and photographing of all street sections and repair locations; determination of rehabilitation strategies; preparation of plans, specifications, and estimate for bid; and bid support. The project included 50,000 tons of asphalt pavement reconstruction and Asphalt Rubber Hot Mix overlay on 30 miles of local, collector, and arterial streets. All work was completed in a compressed time schedule of 4 weeks.

#### Long Beach Transit Mall

Long Beach, California

*McGraw-Hill/ENR California Project of the Year 2011-Transportation*

Construction Cost: \$5,000,000  
 Owner: Long Beach Transit Authority  
 Completion Date: March 2011  
 Contact: MIG, Inc., Darren Rector  
 Phone: (714) 449-8935  
 darrenr@migcom.com  
 Design Engineer: Chuck Stephan, P.E.  
 Const. Support: Nicolas Hsieh, P.E.



CBM provided civil and traffic engineering and design services, and construction support services as a subconsultant to MIG, Inc. for the Long Beach Transit Mall project. This project completely reconstructed sidewalks and bus stations on First Street from Long Beach Blvd to Pine Avenue. Subsequently the project was extended to Pacific Avenue in cooperation with the Long Beach Redevelopment Agency. This landmark project includes state of the art post-tensioned fabric bus shelter structures, contemporary art features, "living area" pedestrian furniture and amenities, full ADA compliance, and landscape and irrigation improvements.



**Arterial Roads Rehabilitation Project Fiscal Year 2010-2011**

Rancho Palos Verdes, California

Consultant Cost: \$70,000  
 Construction Cost: \$2 million  
 Owner: City of Rancho Palos Verdes  
 Completion Date: July 2011  
 Project Manager: Chuck Stephan, P.E.  
 Design Engineer: Chuck Stephan, P.E.  
 Nicolas Hsieh, P.E.  
 Contact: Nicole Jules, P.E.  
 Senior Engineer  
 310.544.5275

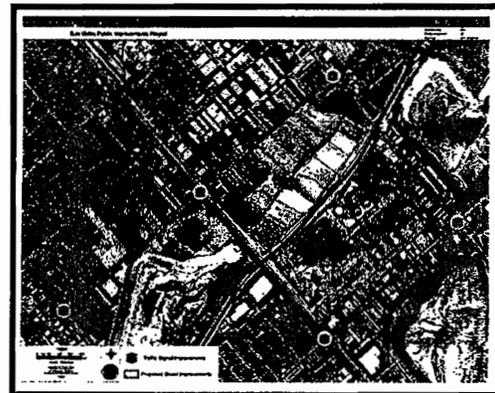


Prepared Plans, Specifications and Estimate for the rehabilitation of Palos Verdes (PV) Drive South in the City of Rancho Palos Verdes. PV Drive South is a challenging arterial highway winding along the bluffs of the Palos Verdes peninsula overlooking the Pacific Ocean. The street varies from a fully developed 4 lane divided highway with bicycle path, to a 2 lane highway over unstable creeping subgrade soils. Rehabilitation strategies included selective removal and replacement (R&R) areas, asphalt rubber hot mix (ARHM) and conventional asphalt overlays, and microsurface application. Work included the relocation and improvement of bus pads and shelters, retaining walls, PCC repairs, striping and markings. A comprehensive traffic sign field review and replacement plan was prepared to bring all traffic signs into uniformity and conformance with MUTCD requirements.

**Sun Valley EDA Public Improvement Project**

Los Angeles, California

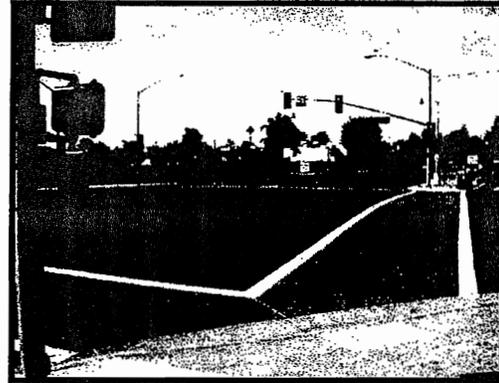
Consultant Cost: \$265,000  
 Construction Cost: \$3 million  
 Owner: Community Redevelopment  
 Agency of Los Angeles  
 Completion Date: July 2011  
 Project Manager: Chuck Stephan, P.E.  
 Design Engineers: Chuck Stephan, P.E.  
 Nicolas Hsieh, P.E.  
 Christine Kaskara, P.E.  
 Contact: Dora Huerta  
 Assistant Project Manager  
 818.623.1060



Engineering design services to develop Plans, Specifications, and Estimate (PS&E) for the repair and rehabilitation of 2 major arterial highways and 5 major intersections in the City of Los Angeles. Work included removal and replacement of failed AC and PCC pavement sections; reconstruction of driveways and curb access ramps to meet ADA requirements; milling and overlay of PCC and AC pavement; and complete reconstruction of intersections with cross gutters, grading, and paving.

**Harbor Boulevard Rehabilitation Project;  
Harbor Boulevard & La Habra Boulevard Improvement Project**  
La Habra, California

Cost: \$2,400,000  
 Owner: City of La Habra  
 Completion Date: September 2009  
 Contact: Sam Makar  
 Senior Civil Engineer  
 (562) 905-9720  
 Project/Const Manager: Chuck Stephan, P.E.  
 Construction Observer: Mauricio Zeledon, P.E.  
 Construction Observer: Nicolas Hsieh, P.E.  
 Funding Source: STPL



This federally-funded STPL project rehabilitated one mile of Harbor Blvd from Lambert Rd to Whittier Blvd, and improved the intersection at La Habra Blvd by widening the street and installing additional right and left turn lanes. This project was constructed in conjunction with a Rule 20 utility undergrounding project, and commercial improvements at adjoining properties. Work included storm drain box culvert; storm drains; curb, gutter, sidewalks, driveways; water pipelines, meter and fire hydrant relocations; bore casing under railroad right-of-way; traffic signals; pavement construction and asphalt rubber hot mix overlay.

**Lambert Road Rehab Phase 2: Sidewalk Gap Closure Phase 2/  
Lambert Road Rehab, Beach Blvd to Idaho Street**  
La Habra, California

Construction Cost: \$2,000,000  
 Owner: City of La Habra  
 Completion Date: March 2008  
 Contact: Sam Makar, P.E.  
 Senior Civil Engineer  
 (562) 905-9720  
 Project Manager: Chuck Stephan, P.E.  
 Design Engineer: Nicolas Hsieh, P.E.  
 Funding Source: STPL



The Beach Boulevard and Lambert Road Widening, Project No. 5-TC-05, and Lambert Road Rehabilitation from Beach Boulevard to Idaho Street, Project No. 8-R-06, and Lambert Road Sidewalk Gap Closure Phase II, Project No. 4-R-06 improved the Beach Blvd/Lambert Road intersection by installing additional right and left turn lanes with associated signal pole relocations and ADA curb access ramps; completed curb & gutter improvements, repaired pavement surfaces and overlaid Lambert Road from Beach Blvd to Idaho Street; and completed the sidewalk system on Lambert Road from Beach Blvd to the easterly City limits. Because these projects had overlapping limits of work and required coordinated phasing, they were constructed in a single project to avoid construction conflicts.

**Pier Avenue Improvement Project**  
Hermosa Beach, California

Construction Cost: \$250,000  
 Owner: City of Hermosa Beach  
 Start Date: April 2010  
 Completion Date: September 2010  
 Contact: Frank Senteno  
 Design Engineers: Chuck Stephan, P.E.  
 Nicolas Hsieh, P.E.  
 Christine Kaskara, P.E.



CBM prepared plans, specifications and cost estimates, for street improvements on Pier Ave from Valley to Pacific Coast Highway. CBM also assisted Hermosa Beach in preparing all Federal documents in an expedited manner. The project consisted of the following: construction of curb and gutter, construction of curb access ramps, cold milling and AC overlay, and striping. CBM managed subconsultants for survey and soils testing. CBM provided construction engineering services for this job at the request of Hermosa Beach.

**On-Call Engineering services for the Community Redevelopment Agency of Los Angeles**  
Los Angeles, California

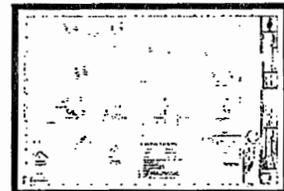
Owner: Community Redevelopment Agency/Los Angeles  
 Contact: Leon Thomas, Senior Construction Supervisor  
 Phone: 213.977.1971  
 Email: [lthomas@cra.lacity.org](mailto:lthomas@cra.lacity.org)  
 Alternate Contact: Virginia Lit, Project Manager 626.590.0817  
 Construction Manager: Scott Neumann  
 Design Engineer: Chuck Stephan, P.E.

**Pacoima Panorama Street and Sidewalk Improvement Projects**

Improvement project for the Community Redevelopment Agency of Los Angeles in the Panorama/Pacoima areas of Los Angeles. Included new ADA compliant sidewalks, driveways, and curb access ramps, utility relocation, striping, traffic signal modifications, street lighting, and pavement rehabilitation. Coordinated project with CRALA, B-Permits, LADWP, and LADOT. Construction Cost \$1,100,000.

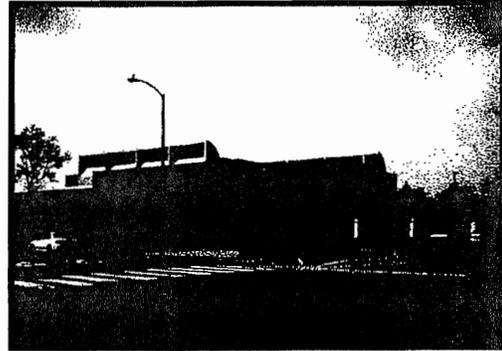
**Eastside Industrial Street and Sidewalk Improvement Project**

Improvement project for the Community Redevelopment Agency of Los Angeles. CBM provided Civil Engineering Design and Construction Observation support services for sidewalk and pavement improvements on various streets in the Eastside Industrial area of Los Angeles. Included new ADA compliant sidewalks, driveways, and curb access ramps, striping, and pavement rehabilitation. Construction Cost \$850,000.



**Norwalk and 223<sup>rd</sup> Street Traffic Signal Upgrade**  
Hawaiian Gardens, California

Consultant Cost: \$10,340  
 Owner: City of Hawaiian Gardens  
 Start Date: May 2011  
 Completion Date: March 2012  
 Traffic Engineer: Dan Barnett, P.E.  
 Contact: Ismile Noorbaksh, P.E.  
 City Engineer  
 (562) 420-2641, ext. 216



The City of Hawaiian Gardens requested a traffic study for determination of recommended operational and traffic safety improvements that could be implemented at the intersection of Norwalk Boulevard and 223<sup>rd</sup> Street. The key operational aspects of this jog intersection were analyzed primarily through the use of new traffic count data, accidents records, and field observations. In this study effort, the City wanted to exclude roadway improvements, so several striping modifications were evaluated in combination with traffic signal equipment upgrades and possible changes in the operation of that traffic signal. These measures were intended to enhanced pedestrian and traffic safety, while also providing better traffic signal reliability and effectiveness. With the review and approval of the study recommendations, a corresponding traffic signal modification plan set, specifications and cost estimates were provided, so that the City can easily construct this project as funding allocations become available.

**Traffic Signal Interconnect Links – Phase 2 – Diamond Bar System**  
Diamond Bar, California

Consultant Cost: \$58,313  
 Construction Cost: \$356,258.87  
 Owner: City of Diamond Bar  
 Start Date: May 2009  
 Completion Date: Ongoing  
 Contact: Mr. Christian Malpica  
 (909) 839-7076  
 Project Manager: Derry MacMahon  
 Construction Observer: Dan Barnett, P.E.



The City of Diamond Bar is constructing a traffic signal interconnect system complete with various incidental traffic signal infrastructure improvements. Work includes over 15,000 feet of conduit with conductors/cable, pullboxes, cabinets, controllers, battery backup system, and sidewalk repairs. CBM is conducting Construction Management and Observation.

**Broadway and Third Street Protected Bicycle Lanes Project**

Long Beach, California

Completion Date: 2010  
Project Manager: Min Zhou, P.E.

Broadway and Third Street forms a one-way couplet providing important access from the downtown core of Long Beach to the I-710 Freeway. The City retained KOA to develop a protected bikeway facility, also known in Europe as a cycle track, to provide an enhanced facility for bicyclists accessing the downtown area. The protected bikeway shifts parking away from the curb line and provides a bikeway located between parked vehicles and the left-side curb. Special left-turn signals and bicycle signals were provided to reduce conflicts between left-turn vehicles and the bikeway. Adjacent crosswalk signals were re-timed to provide synchronization for both motorists and bicyclists. The project required approval by the Federal Highway Administration (FHWA) for use of bicycle signal indications and green pavement paint in certain conflict zones. The project had its grand opening in May 2011.

**La Palma Avenue ITS Design from Woodland Drive to Sunkist Street/Miraloma Avenue, Anaheim, California (2008-2009):**

Long Beach, California

Completion Date: 2009  
Project Manager: Min Zhou, P.E.

KOA prepared PS&E that provided fiber optic cable installation, upgraded 2070 controllers, replaced cabinets, prepared traffic signal coordination timing plans, and provided construction assistance for all 18 signalized intersections along La Palma Avenue from Harbor Boulevard to Sunkist Street/Miraloma Avenue, which included the La Palma Avenue at State College Boulevard intersection. The State College Boulevard intersection is a critical location intercepting fiber optic signal communications for several mile on La Palma Avenue and routing south to Broadway and to the City's Traffic Management Center. KOA has been involved in the design of this system as part of several other widening projects on State College Boulevard. KOA's recent work at the project intersection added controller upgrades and system improvements. This particular intersection contains a large signal fiber optic splice vault, HUB cabinets for local CCTV, above ground signal system interconnect splicing, and a City general communications vault; all of which KOA was involved with to document and upgrade. KOA also prepared a plan for the CCTV installation at Harbor Boulevard and at Anaheim Boulevard. The CCTVs were connected to the fiber system at the existing HUB cabinet. **Reference:** Mr. Taher Jalai, Principal Traffic Engineer, City of Anaheim, 200 S. Anaheim Boulevard, Anaheim, CA 92805 (714) 765-5183.



## 4. FIRM QUALIFICATIONS/EXPERIENCE

CBM's talented staff of Registered Professional Engineers and Designers is complemented with a wide range of experience in Engineering Design Project, both in the public and private sector. Coupled with the latest design software tools, CBM provides efficient, cost effective and timely engineering solutions meeting a variety of project requirements. In addition, CBM draws from a substantial support base of subconsultants for specialized engineering tasks including traffic signal engineering, structural engineering, geotechnical engineering and architectural services as needed.



### PROJECT TYPES

Street Overlay, Reconstruction & Widening  
Commercial Land Development Design  
Grading/Drainage Design  
Hydrology Studies  
Traffic Signalization Projects  
Parking Lot Layout Design  
Traffic Control  
ADA Accessibility  
Transit Centers  
Utility Projects: Water, Sewer, Storm Drain,  
Natural Gas, Electrical, Street Lighting, etc.

CBM has over 20 years of comprehensive civil engineering experience. CBM works almost entirely with public agencies, and as such, is uniquely suited to respond to the specific needs of public works projects. Our highly qualified staff has completed a diverse range of civil engineering projects for many agencies throughout Southern California.

CBM has successfully designed and managed the construction of all aspects of public works construction including storm sewer, sanitary sewer, and water pipelines; curb, gutter, and sidewalks; pavement construction; landscaping; structures, and buildings. CBM works with both new and existing infrastructure improvements, but specializes in civil rehabilitation projects. CBM also provides complete program management services encompassing all aspect of a project or program from conception through completion.

### CAD SOFTWARE

AutoCAD  
Land Desktop  
AutoCAD Sewer

### SERVICES AVAILABLE

Civil Design  
Entitlement & Permitting Services  
Public Relations  
Agency Processing  
Expert Witness and Testimony  
As-Built Drawings  
Plan Reproductions

**CBM Consulting, Inc.**

1411 W 190<sup>th</sup> Street  
Suite 525  
Gardena, CA 90248

Tel: 310.329.0102  
Fax: 310.329.1021

**CORPORATE OFFICE****KOA Corporation**

1055 Corporate Center Dr  
Suite 300  
Monterey Park, CA 91754

Tel: 323.260.4703  
Fax: 323.260.4705

[www.koacorporation.com](http://www.koacorporation.com)



Over 20 Years in Business

A California Corporation since  
1995

Six Offices in California:

Monterey Park

Gardena

West Los Angeles

Orange

Ontario

San Diego

CBM Consulting ("CBM") is a multi-disciplined engineering consulting firm that has been providing Civil Engineering Design, Project Management, Construction Management and Observation, Grant Application Processing and NPDES Program Implementation services to private, commercial, industrial and municipal clients collaboratively for twenty years. Our extraordinary team combines a passion for design and management with a commitment to successful project delivery.

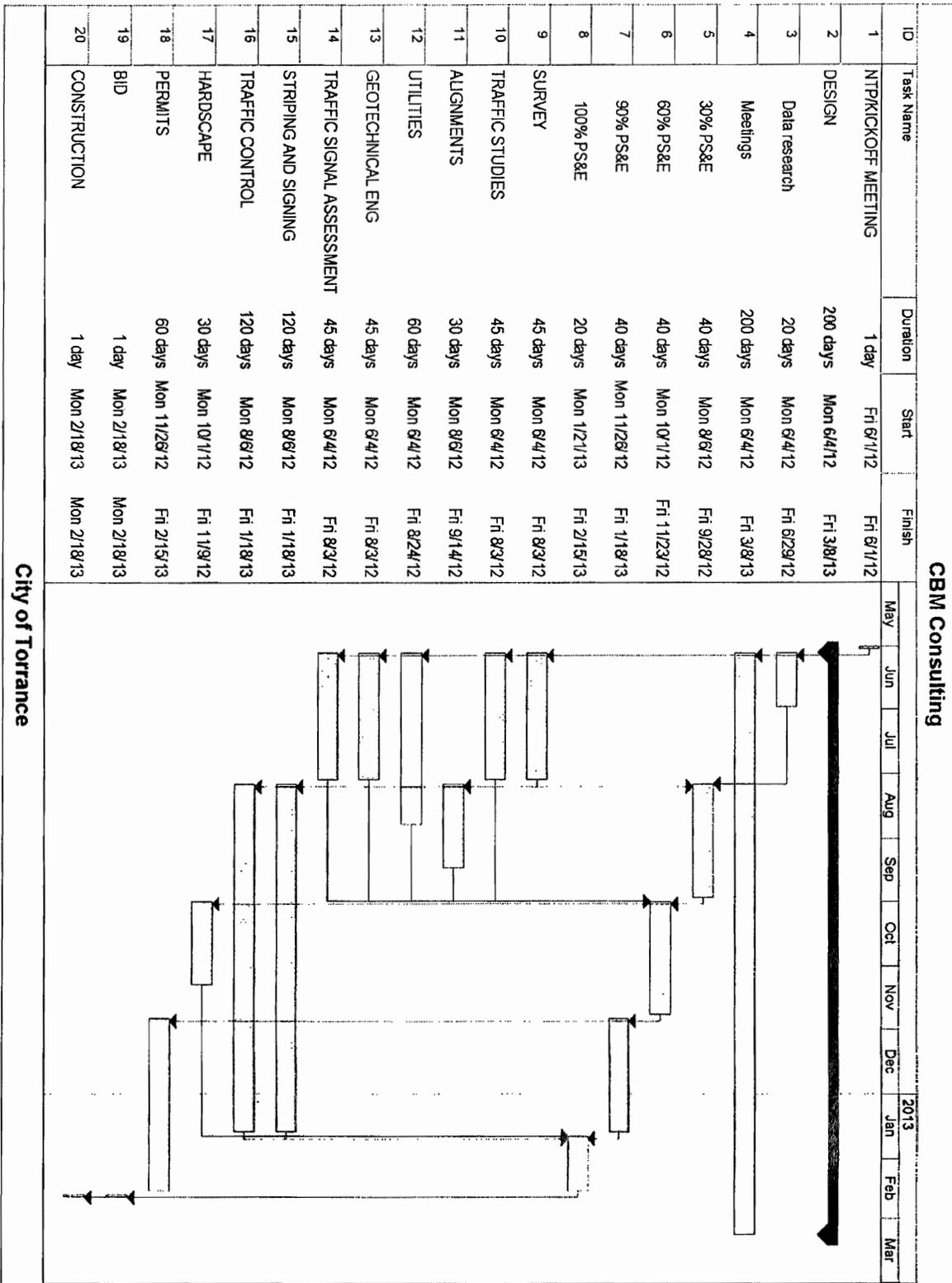
CBM was recently acquired by KOA Corporation ("KOA"). Founded in 1987, KOA Corporation is one of the leading traffic engineering and transportation planning and design firms in California.

Together, KOA & CBM have six offices and nearly 100 employees to serve our California clients. KOA is a California Corporation, a regional firm, based in and working primarily in California.

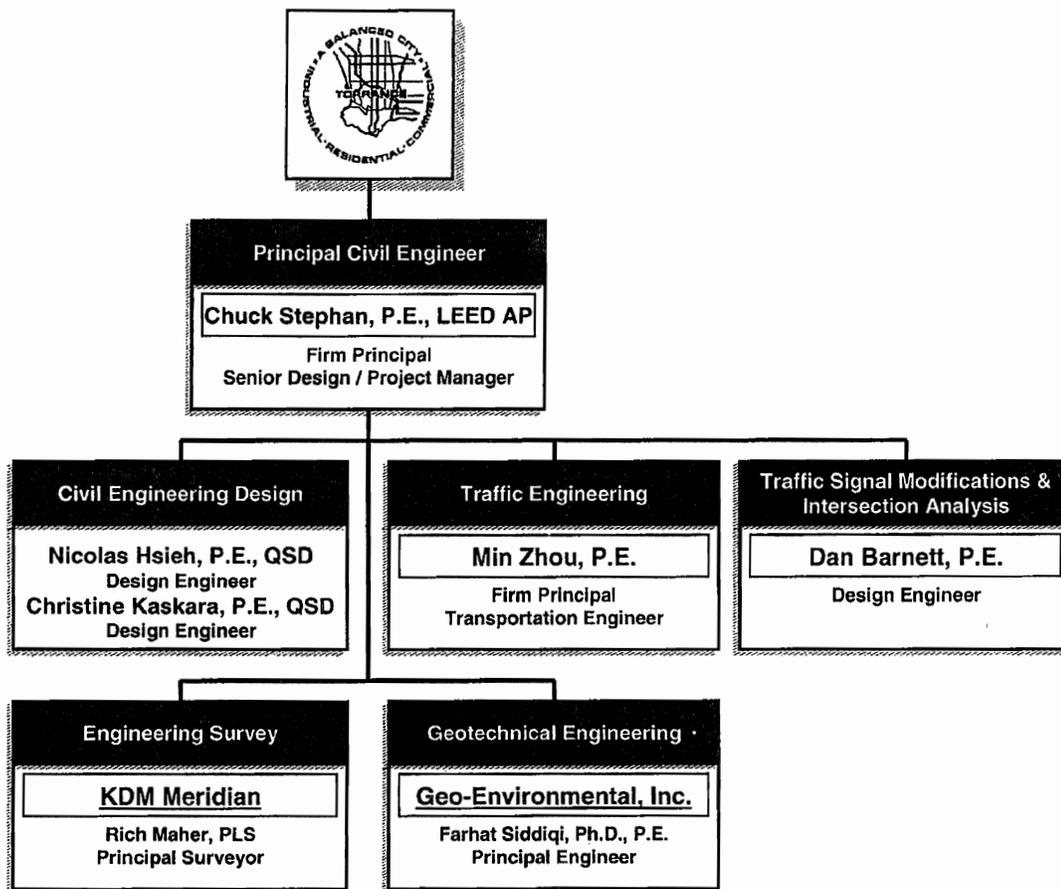
**4.1 FINANCIAL RESPONSIBILITY**

CBM Consulting, Inc. has a strong financial history and a positive financial outlook. CBM has insurance coverage in the following areas: Professional Liability (\$2,000,000), Automobile Liability (\$1,000,000) and General Liability (\$5,000,000). Our Worker's Compensation coverage meets the insurance requirements of California State law. The firm is in excellent financial condition and has no bankruptcies, pending litigations, planned office closures, or pending mergers. Currently, we do not have any long term or short term debt with any financial institution.

# 5. TIME SCHEDULE



## 6. ORGANIZATION CHART



## 7. REFERENCES



**City of Buena Park**  
6650 Beach Boulevard  
Buena Park, California 90622

Jim Biery, City Engineer (714) 562-3672



**City of Hermosa Beach**  
1315 Valley Drive  
Hermosa Beach, California 90254-3885

Frank Senteno, Public Works Director/City Engineer (310) 318-0211



**City of La Habra**  
201 E. La Habra Blvd  
La Habra California 90633-0337

Sam Makar, Senior Civil Engineer (562) 905-9720



**City of Manhattan Beach**  
1400 Highland Avenue  
Manhattan Beach, California 90266

Steve Finton, City Engineer (310) 802-5352



**City of Rancho Palos Verdes**  
30940 Hawthorne Blvd.  
Rancho Palos Verdes, California 90275

Ron Dragoo, Senior Engineer (310) 544-5246  
Nicole Jules, Senior Engineer (310) 377-0360  
Tom Odem, Director of Public Works (310) 544-5252



**City of Signal Hill**  
2175 Cherry Avenue  
Signal Hill, California 90755-3799

Charlie Honeycutt, Deputy City Manager (562) 989-7356

## 8. APPENDIX

The following have been submitted in accordance with the RFP:

Section III Proposal Submittal  
Proposer's Affidavit  
Addendum No. I

RFP No. 2012-05

RFP for RFP for Palos Verdes Boulevard Rehabilitation-Design, I-121

**SECTION III PROPOSAL SUBMITTAL**

FAILURE TO COMPLETE ALL ITEMS IN THIS SECTION MAY INVALIDATE PROPOSAL.

In accordance with your "Invitation to RFP", the following proposal is submitted to the City of Torrance.

**RFP Submitted By:**

CBM Consulting, Inc.

Name of Company

1411 W 190th Street, Suite 525

Address

Gardena/CA/90248

City/State/Zip Code

310.329.0102 / 310.329.1021

Telephone Number/Fax Number

Chuck Stephan

Printed Name/Title

3/15/12

Signature

Date

**Contact for Additional Information:**

Please provide the name of the individual at your company to contact for any additional information

Chuck Stephan

Name

Vice President

Title

310.329.0102 / 310.329.1021

Telephone Number/Fax Number

**Form of Business Organization:** Please indicate the following (check one);Corporation  Partnership  Sole Proprietorship  Other: \_\_\_\_\_

**Business History:**

How long have you been in business under your current name and form of business organization?

\_\_\_\_\_ 23 \_\_\_\_\_ Years

If less than three (3) years and your company was in business under a different name, what was that name?

N/A

**Addenda Received:**

Please indicate addenda information you have received regarding this RFP:

Addendum No.   1   Date Received:   3/7/12    
 Addendum No.        Date Received:         
 Addendum No.        Date Received:         
 Addendum No.        Date Received:       

  1   No Addenda received regarding this RFP.

**References:**

Please supply the names of companies/agencies for which you recently supplied comparable services as requested in this RFP.

City of Hermosa Beach	1315 Valley Dr Hermosa Beach, CA 90254	Frank Senteno, Public Works Director 310.318.0211
<b>Name of Company/Agency</b>	<b>Address</b>	<b>Person to contact/Telephone No.</b>
City of La Habra	201 E La Habra Blvd La Habra, CA 90633	Sam Makar, Senior Civil Engineer 562.905.9720
<b>Name of Company/Agency</b>	<b>Address</b>	<b>Person to contact/Telephone No.</b>
City of Rancho Palos Verdes	30940 Hawthorne Blvd Rancho Palos Verdes, CA 90275	Nicole Jules, Senior Engineer 310.377.0360
<b>Name of Company/Agency</b>	<b>Address</b>	<b>Person to contact/Telephone No.</b>

Vendor Name: CBM Consulting, Inc.

<b>RFP Submittal Requirement and Acknowledgement</b>			
<p>Vendors are required to place a check mark in Column A indicating that your proposal is as per the specifications of this Request for Proposals.</p> <p>Vendors are required to place a check mark in Column B indicating that your proposal deviates from the specifications of this Request for Proposal. If you are proposing anything other than what is specified, you must explain in detail how your proposal differs by attaching additional pages to your RFP submittal and indicating the page number in Column C.</p> <p>You may attach additional sheets to your RFP submittal describing in detail the service you are proposing. You must indicate the page number reference in Column C.</p>			
Description	Column A	Column B	Column C
RFP Specification/Requirement	Place a check mark in this column indicating that your proposal is as per the specifications in this RFP	Place a mark in this column if you are proposing something different then what is specified in this RFP	You may attach additional sheets to your proposal submittal describing in detail the service you are proposing. Please reference the page number of your attachment in the space below.
Understanding of the project, scope of work and completeness of RFP	x		
Qualifications of proposed staff (meets minimum requirements and amount of desired qualifications)	x		
Relevant projects of proposed staff	x		
References	x		
Time Schedule (will provide final plans and specifications within the scheduled time frame)	x		
Firms Qualifications/Experience with similar work and Financial responsibility	x		

## ATTACHMENT 1

STATE OF CALIFORNIA

PROPOSER'S AFFIDAVIT

COUNTY OF LOS ANGELES

Chuck Stephan being first duly sworn deposes and says:

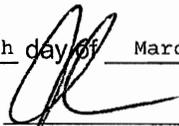
1. That he/she is the Vice President of CBM Consulting, Inc.  
 (Title of Office) (Name of Company)

Hereinafter called "proposer", who has submitted to the City of Torrance a proposal for

RFP No. 2012-05 RFP for Palos Verdes Boulevard Rehabilitation-Design, I-121  
 (Title of RFP)

2. That the proposal is genuine; that all statements of fact in the proposal are true;
3. That the proposal was not made in the interest or behalf of any person, partnership, company, association, organization or corporation not named or disclosed;
4. That the Proposer did not, directly or indirectly, induce solicit or agree with anyone else to submit a false or sham proposal, to refrain from proposing, or to withdraw his proposal, to raise or fix the proposal price of the Proposer or of anyone else, or to raise or fix any overhead, profit or cost element of the Proposer's price or the price of anyone else; and did not attempt to induce action prejudicial to the interest of the City of Torrance, or of any other Proposer, or anyone else interested in the proposed contract;
5. That the Proposer has not in any other manner sought by collusion to secure for itself an advantage over the other Proposer or to induce action prejudicial to the interests of the City of Torrance, or of any other Proposer or of anyone else interested in the proposed contract;
6. That the Proposer has not accepted any proposal from any subcontractor or materialman through any proposal depository, the bylaws, rules or regulations of which prohibit or prevent the Proposer from considering any proposal from any subcontractor or material man, which is not processed through that proposal depository, or which prevent any subcontractor or materialman from proposing to any contractor who does not use the facilities of or accept proposals from or through such proposal depository;
7. That the Proposer did not, directly or indirectly, submit the Proposer's proposal price or any breakdown thereof, or the contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof, or to any individual or group of individuals, except to the City of Torrance, or to any person or persons who have a partnership or other financial interest with said Proposer in its business.
8. That the Proposer has not been debarred from participation in any State or Federal works project.

Dated this 15th day of March, 2012.

  
 (Proposer Signature)

Vice President  
 (Title)

**CITY OF TORRANCE, CALIFORNIA**

**ADDENDUM NO. 1**  
**Issued: March 6, 2012**

**TO**

**SCOPE OF WORK**  
**OF**  
**PALOS VERDES BOULEVARD REHABILITATION – DESIGN, I-121**  
**RFP No. 2012-05**

Note the following changes and/or additions to the Scope of Work for the project indicated above. The proposer shall execute the Certification at the end of this addendum, and shall **attach all pages of this addendum to the Contract Documents submitted with the Proposal.**

1. Add to Project Scope, I. Preliminary Design, C. Site Evaluation:

- Identify west side asphalt median to be upgraded with decorative elements and sidewalk that may include river rock, paving stones, stamped concrete or other elements, south of Catalina Avenue/Via Monte De Oro.
- Locate and plan removal of traffic island at Palos Verdes Boulevard and Calle Miramar with traffic signal pole relocation and upgrade.
- Identify traffic signal poles to be upgraded at Calle Miramar and Calle Mayor.
- Identify areas of missing sidewalk for new sidewalk construction.
- Identify and incorporate proposed bicycle lane and/or route along Palos Verdes Boulevard.

2. Add to Project Scope, III. Plans and Profile, A. 30%, 60% and 90% Plan Submittal

Traffic Signal Modification Plan	1" = 20' H
----------------------------------	------------

**Traffic Signal Modification Plans** will be prepared by referencing City record drawings (Consultant to obtain from Community Development Department) of the Calle Miramar and Calle Mayor signals. Consultant will field verify existing conditions (i.e. traffic signal poles, hardware, mast arm and pole-mounted signage, interconnect cable and control equipment).

Anticipated improvements include Upgrade existing traffic signal poles to new poles per City of Torrance standards. Remove and Relocate traffic signal pole within traffic island at Calle Miramar Consider video detection versus loop detection on new traffic signal poles

Consultant shall prepare a traffic signal modification plan according to the anticipated improvements and shall include a conductor schedule, pole schedule, phase diagram with detection speed, legend, notes and pole placement details for new poles

By Order of the Engineering Manager

/S/ Elizabeth Overstreet

ELIZABETH OVERSTREET  
Engineering Manager

PROPOSER'S CERTIFICATION

I acknowledge receipt of the foregoing Addendum No. 1 and accept all conditions contained therein.

CBM Consulting Inc.

\_\_\_\_\_  
Bidder

Chuck Stephan

  
\_\_\_\_\_  
By

3/15/12

\_\_\_\_\_  
Date

\*\*\*\*\* Submit this executed form with the bid \*\*\*\*\*