



CITY OF MENIFEE  
**Change Order / Contract Cover Sheet**

**DATE:** April 14, 2016

**TO:** Robert A. Johnson, City Manager

**CC:** Bruce Foltz, Finance Director

**FROM:** Jonathan G. Smith, Director of Public Works/City Engineer

**PREPARED BY:** Allen Yun, Senior Administrative Analyst

**SUBJECT:** Approve Change Order No. 1 to Increase Professional Services Agreement for Environmental and Civil Engineering Design Services with T.Y. LIN International for CIP 13-03 Holland Road / I-215 Bridge Overcrossing Project

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**Why is this Change Order / Contract Needed?:**

T.Y. LIN International requested an increase from the original scope of work to provide additional services for:

- Conceptual design for noise wall;
- Storm water impact revisions;
- Wall Drainage System revisions;
- Longitudinal Encroachment Exception for SCE power lines;
- Revisions to Contract Plans, Specification, and Estimates due to new revised 2015 Caltrans Standards requirements.

**What is the total length and amount of the Agreement/Contract?:**

There is no change to the original length of the agreement that is from April 6, 2014 to June 30, 2019.

**How was the vendor/consultant/contractor decided on?:**

As required by the California Public Contract Code, staff advertised a Request for Proposals for Environmental & Civil Engineering Design Services on January 6, 2014. Six proposals were received in response to the City's RFP by the stated deadline. Staff interviewed the top four firms and staff evaluated each firm's experience with providing environmental and civil engineering design services for similar bridge overcrossing project and T.Y. LIN was ranked as the highest.

**Is the Change Order / Contract within the City Manager's Signature Authority**

Yes, the change order amount of \$95,100.00 is within the City Manager's 10% signature authority of the the original contract amount of \$1,766,130.00.

**Where are the funds coming from?:**

Holland Road Overpass – CIP TRIP  
Holland Road Overpass – Menifee Valley RBBD

**What general ledger account number should be used for the purchase order?**

Funding for the Environmental & Civil Engineering Design Services on the Holland Rd/I-215 Bridge Overcrossing Project is available in the accounts below:

Account Name	Fund	Dept.	Object	Amount
Holland Road Overpass – CIP TRIP	320	4556	58021	\$47,550.00
Holland Road Overpass – Menifee Valley RBBD	415	4555	58021	\$47,550.00
Total:				\$95,100.00

**Additional Information to support the Agreement/Contract:**

Change Order No.1  
Staff Report April 16, 2014  
Professional Services Agreement with T.Y. LIN

AMENDMENT NO. 1 TO  
PROFFESIONAL SERVICES AGREEMENT

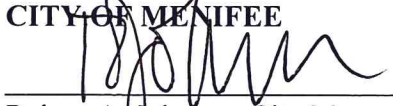
This is Amendment No. 1 to that certain AGREEMENT for Professional Services Agreement ("Agreement") made on April 16, 2014, by and between the City of Menifee ("City") and Consultant: T.Y. LIN International, Inc. ("Consultant"), which Amendment is made and entered on April 14, 2016 to increase the compensation for Environmental and Civil Engineering Design Services for CIP 13-03 Holland Road / I-215 Bridge Overcrossing Project as indicated below:

1. Section 2, "Compensation" is amended to read as follows:

City hereby agrees to pay Consultant a sum not to exceed ONE MILLION EIGHT HUNDRED SIXTY ONE THOUSAND TWO HUNDRED THIRTY DOLLARS (\$1,861,230.00) notwithstanding any contrary indications that may be contained in Consultant's proposal, for the Services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Exhibit A, regarding the amount of compensation, this Agreement shall prevail. City shall pay Consultant for the Services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for the Services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized in advance by City, Consultant shall not bill City for duplicate services performed by more than one person.

IN WITNESS WHEREOF, the Parties hereto have executed and entered into this Agreement as of the Effective Date.

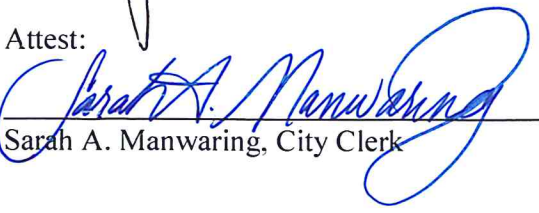
**CITY OF MENIFEE**

  
Robert A. Johnson, City Manager

**CONSULTANT**

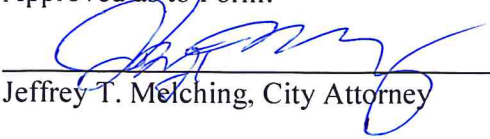
  
W. Mark Ashley, Senior Vice President

Attest:

  
Sarah A. Manwaring, City Clerk

  
F.R. Clark Fernon, Vice President

Approved as to Form:

  
Jeffrey T. Melching, City Attorney

**To:** Jonathan Smith, PE  
Director of Public Works/City  
Engineer  
City of Menifee, CA

**From:** Jim Rucker  
T.Y. Lin International

**Job #:** 701209

**Address:** 29714 Haun Road,  
Menifee, CA 92586

**Date:** April 11, 2016

**CC:** Carlos Geronimo

**Re:** Holland Road Overcrossing, Amendment 1 (CIP #13-03)

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**MEMORANDUM**

Dear Mr. Smith,

T.Y. Lin International respectfully requests approval to add services performed to CIP#13-03 Holland Road Overcrossing as Amendment 1.

Should you have any questions, please do not hesitate to contact the undersigned at the contact information listed below.

404 Camino Del Rio South, Suite 700 | San Diego, CA 92108

T. 619.692.1920 | F. 619.692.0634 | [jim.rucker@tylin.com](mailto:jim.rucker@tylin.com)

Sincerely,

**T.Y. Lin International**

**City of Menifee**

  
\_\_\_\_\_  
Jim Rucker  
Vice President

\_\_\_\_\_  
Jonathan Smith  
Director of Public Works/City Engineer



# HOLLAND ROAD/I-215 OVERCROSSING

## SCOPE OF WORK- Amendment 1

Amendment 1 covers out-of-scope work (and associated PM activities) for the Holland Road/I-215 Overcrossing not included in the original agreement dated 04-16-2014 between the City of Menifee and T.Y. Lin International (TYLI). The out-of-scope work involves:

1. Conceptual design of a noise mitigating wall resulting from the Noise Study.
2. Extensive coordination and meetings to resolve a prior rights issue and process a Longitudinal Encroachment Exception for the existing Southern California Edison (SCE) power lines running along the west side of I-215 within the Caltrans right-of-way.
3. Revisions to previously completed work to accommodate:
  - a. New City interchange widening project at Holland/Hanover on west side.
  - b. Storm water impact revisions resulting from a planned residential community on the east side.
  - c. Additional revisions to Storm Water Data Report for revised Caltrans requirements after final SWDR submittal.
4. Revising the contract Plans, Specifications, and Estimates documents to conform to the 2015 Caltrans Standards in order to secure needed Caltrans approvals.
5. TYLI will prepare revisions and modifications to the Mechanically Stabilized Earth (MSE) Wall drainage system to enhance the aesthetic treatment of the wall. Revisions to the bridge include the revision of over-sidewalk soffit lighting (Caltrans standard soffit light cannot be used), and revisions/modifications for the non-standard future water line (EMWD), and coordination with SCE for required vertical clearances of the proposed re-located utility poles within Caltrans ROW.
6. Additional project management, coordination, and meetings associated with the out-of-scope work.

## PART 1 – PROJECT MANAGEMENT

### ***1.1 General Coordination and Administration***

TYLI's Project Manager will provide additional management, coordination, and supervision of project staff to facilitate the out-of-scope work in accordance with the requirements of the City and Caltrans.

#### ***Deliverables:***

- ♦ Monthly Invoices
- ♦ Progress Report

### ***1.2 Meetings***

TYLI will conduct additional meetings for project development in coordination with Caltrans and impacted utility agencies to prepare exceptions and agreements and additional quarterly City utility coordination efforts. A maximum of five (5) additional meetings are proposed.

#### ***Deliverables:***

- ♦ Meeting Agendas
- ♦ Meeting Minutes

## PART 2 – PROJECT REPORT EQUIVALENT (PR-E), PERMIT ENGINEERING EVALUATION REPORT (PEER), AND ENVIRONMENTAL DOCUMENT (ED)

### ***2.14 Bridge/Wall Aesthetics and Landscape Concept Plans***

Prepare additional conceptual plan sketches to assist the City in the development of construction drawings for the bridge aesthetic elements which may include noise mitigation wall for residential housing.

The Caltrans approved Visual Impact Report (VIR) requires rock blankets on slopes in order to match similar aesthetic features in the area. However, as a City requested cost savings measure, the rock blanket detail will be reduced from the project. This effort includes revising the approved VIR to reduce the rock blanket, secure Caltrans approval, and provide cost savings to the project

**David Evans and Associates (DEA)** will prepare revised landscape plans (one revision) for the modification of landscape architecture elements for the project.

- ♦ TYLI will conduct appropriate research and coordinate with the City and Caltrans leading to recommendations for a noise mitigating wall for residential housing to comply with the Environmental Document.
- ♦ The DEA landscape team task includes revisions to the Landscape and Irrigation Plans to reduce architectural elements while still maintaining the reviewed and approved Visual Impact Assessment Report. This effort may include coordination with the project team, City staff, Caltrans District 8 landscape architects, outside agencies, and community groups.

***Deliverables:***

- ♦ Conceptual Plan of additional noise mitigating wall for residential home.
- ♦ Revised Landscape Architecture and Irrigation Plans

### **PART 3 – PLANS, SPECIFICATIONS & ESTIMATES (PS&E)**

During project development, it was determined that SCE utility poles are within Caltrans right-of-way. A Longitudinal Encroachment Exception is required between Caltrans and SCE for this utility.

At both intersection limits of the project, the Roadway Plans will be revised to include new work to accommodate a City roadway widening project at the west edge of Holland and Haun intersection, and a planned residential development will affect existing Roadway Storm Water Drainage plans, and will be coordinated with the development.

After the 90% Roadway submittal, but during the process of 90% Structures design, on December 16<sup>th</sup> 2016, Caltrans released the implementation guidelines for the 2015 Construction Contract Standards effective for all projects Ready-to-List after June 30, 2016. As a result, the Holland Road Project is required to comply with the 2015 Standard Specifications, Standard Plans, Standard Special Provisions, and Bid Items.

Additionally, Caltrans requires modifications to the submitted Storm Water Data Report for a change from the standard format to a different form.

#### **3.3 Utility Coordination and Potholing**

Additional Utility coordination will be carried out in conformance with the requirements of Chapter 13 of the Caltrans Right of Way Manual, and Appendix LL of the Caltrans Project Development Procedures Manual.

Additional Information to be researched includes as-built records and maps, future improvement and development plans, and other supporting documentation.

Additional effort includes design and preparation of documents for presentation of Electrical (Southern California Edison) facilities within the proposed project limits and Caltrans right-of-way (ROW). Due to their potential schedule impact, meetings will be held, on an individual basis if necessary, upon receiving notice to proceed. It is imperative to identify any relocations requiring long-lead times. During this time, TYLI will also identify and coordinate proposed utility relocation design improvements, and coordinate impacts and exceptions to Caltrans ROW.

#### **3.5 Storm Water Data Report (SWDR)**

TYLI will prepare an additional short form PA&ED level Storm Water Data Report (SWDR) at Caltrans request. Additional work includes addresses comments and making revisions after approving agency reviews are provided.

***Deliverables:***

- ♦ PS&E Level Storm Water Data Report (SWDR) Short Form Revision
- ♦ Response and Revisions to Comments for Short Form SWDR

#### **3.7 Roadway PS&E**

The additional work for design will conform to the latest/updated (2015) Caltrans Standard Plans and Standard Specifications within Caltrans Right of Way. Outside State highway, City and/or County of Riverside standards will be applied.

Additional work associated with the stated phases of submittal is expected as follows:

### **3.7.3 100% PS&E Submittal**

TYLI will prepare revisions to the Pre-Final Designs and prepare the Final Roadway Design. These plans will include the following:

- ◆ Revisions to Drainage Plans, Profiles, Details, and Quantities for coordination with adjacent residential developments.
- ◆ Revisions to Utility Plans for conflicting SCE utility poles within Caltrans ROW.
- ◆ Additional Stage Construction, Traffic Handling, and Detour revisions resulting from the City's adjacent intersection widening project.
- ◆ Modifications to Signing and striping sheets to include adjacent City intersection widening.
- ◆ Landscape and Irrigation modifications for revised scope.
- ◆ Lighting and Traffic Signal revisions for adjacent intersection widenings.
- ◆ Update Technical Specifications/Special Provisions/Bid Items to latest revised Caltrans 2015 standards.

#### ***Deliverables:***

- ◆ Roadway PS&E (as described above)
- ◆ Specifications, Special Provisions
- ◆ Quantities and Cost estimates

### **3.8 Structural PS&E**

TYLI will conduct analysis and prepare and submit bridge PS&E for Caltrans and City review and approval. Specific activities will be as follows:

- ◆ Revisions to the Mechanically Stabilized Earth (MSE) wall drainage system.
- ◆ Bridge Soffit Lighting.
- ◆ Revisions and details for the non-standard bridge future water line (EMWD).
- ◆ SCE coordination for utility pole relocation vertical clearances.

### **3.8.6 Final Structures PS&E (100%)**

Required revisions of above scope will be made to the bridge plans and calculations.

#### ***Deliverables:***

- ◆ 100% Bridge PS&E

## **PART 4 – RIGHT OF WAY ACQUISITION**

The additional work for Right of Way Acquisition includes the management and tracking of the additional work required between Caltrans and SCE for the conflicting electrical utility poles.

### **4.1 Right of Way Project Management and Document Support**

**Overland, Pacific & Cutler (OPC)** will provide additional representation of the client at public meetings, hearings, and litigation related matters for a maximum of five (5) meetings pertaining to the SCE Utility Encroachment Exception.

#### ***Deliverables:***

- ◆ Meeting Minutes

CITY OF MENIFEE  
HOLLAND ROAD/I-215 BRIDGE OVERCROSSING  
COST PROPOSAL  
AMENDMENT 1

T.Y. Lin International			SCOPE OF WORK: PR-E, PEER, PS&E, AND CONSTRUCTION SUPPORT AMENDMENT 1														
			MILESTONE/PHASE/PROJECT SUMMARY:														
			Loaded Rates														
			\$ 275	\$ 266	\$ 220	\$ 235	\$ 220	\$ 200	\$ 165	\$ 150	\$ 128	\$ 115	\$ 266	\$ 115	\$ 116		TOTALS
Sub-Task	TASK ACTIVITY	PIC	Project Manager	QA/QC Manager	Caltrans Liaison	Const. Review	Senior Trans Engineer	Senior Bridge Engineer	Trans Engineer II	Assistant Bridge Engineer	Asst Trans Engineer	Outreach Support	CADD Support	Account.	Total Hours		
1.0	PROJECT MANAGEMENT																
1.1	General Coordination	4.0	44.0											30.0	78.0	\$	16,284.00
1.2	Meetings		24.0												24.0	\$	6,384.00
1.3	Project Management Plan														-	\$	-
															-	\$	-
2.0	PROJECT REPORT (PR-E), PERMIT ENGINEERING EVALUATION REPORT (PEER), AND ENVIRONMENTAL DOCUMENT (ED)														-		
2.1	Project Report Equivalent (PR-E)														-	\$	-
2.2	Permit Engineering Evaluation Report (PEER)														-	\$	-
2.3	Traffic and Accident Analysis														-	\$	-
2.4	Right of Way Data Sheet														-	\$	-
2.5	Fact Sheets with Exceptions to Design Standrads														-	\$	-
2.6	Geometric Approval Drawings (GAD)														-	\$	-
2.7	Transportation Management Plan (TMP)														-	\$	-
2.8	Hydrology/Hydraulic Analysis Report														-	\$	-
2.9	Storm Water Data Report (SWDR) - PA&ED Level														-	\$	-
2.10	Structural Preliminary Geotechnical Report (SPGR)														-	\$	-
2.11	Advanced Planning Study														-	\$	-
2.12	Environmental Documents (ED)														-		
	2.12.1 Perform Environmental Studies and Prepare Draft Environmental Document														-	\$	-
	2.12.2 Permits, Agreements, and Route Adoption During PA&ED														-	\$	-
	2.12.3 Circulate Draft Environmental Document														-	\$	-
	2.12.4 Prepare and Approve Project Report and Final Environmental Document (FED)														-	\$	-
2.13	Community Outreach Support														-	\$	-
2.14	Bridge Aesthetics and Landscape Concept Plans (DEA)		2.0	4.0					48.0	42.0			48.0		144.0	\$	19,508.00
3.0	PLANS, SPECIFICATIONS & ESTIMATES (PS&E)														-		
3.1	Surveys and Topographic Mapping														-	\$	-
3.2	Geotechnical Engineering														-	\$	-
3.3	Utility Coordination and Potholing	2.0					16.0		16.0		16.0		16.0		66.0	\$	9,830.00
3.4	R/W Engineering and Coordination														-	\$	-
3.5	Storm Water Data Report (SWDR) - PS&E Level	2.0					4.0		4.0		8.0				18.0	\$	2,870.00
3.6	Transportation Management Plans (TMP) Report														-	\$	-
3.7	Roadway PS&E														-		
	3.7.1 30% Roadway PS&E Submittal														-	\$	-
	3.7.2 95% Roadway PS&E Submittal														-	\$	-
	3.7.3 100% Roadway PS&E Submittal	4.0		4.0			40.0		24.0		60.0		60.0		192.0	\$	27,380.00
3.8	Structural PS&E (Bridge and Retaining Walls)														-		
	3.8.1 Bridge Site Data Submittal														-	\$	-
	3.8.2 Type Selection														-	\$	-
	3.8.3 65% Structural PS&E Submittal														-	\$	-
	3.8.4 90% Structural PS&E Submittal														-	\$	-
	3.8.5 95% Structural PS&E Submittal														-	\$	-
	3.8.6 100% Structural PS&E Submittal		2.0				20.0		20.0				24.0		66.0	\$	9,152.00
															-		
4.0	RIGHT OF WAY ACQUISITION														-		
4.1	Right of Way Project Management and Document Support		12.0												12.0	\$	3,192.00
4.2	Title Investigation Services														-	\$	-
4.3	Appraisal and Specialty Appraisal Services														-	\$	-
4.4	Negotiate Right of Way Settlement/Prepare Acquisition Documents														-	\$	-
4.5	Title/Escrow Coordination														-	\$	-
4.6	Caltrans Right of Way Certification Oversight														-	\$	-
															-		
5.0	CONSTRUCTION ENGINEERING SUPPORT														-		
5.1	Bid Support														-	\$	-
5.2	Construction Support														-	\$	-
															-		
	Subconsultant Markup																
	ODC/Outside Service															\$	500.00
TOTALS:			12.0	84.0	8.0	-	-	60.0	20.0	92.0	62.0	84.0	-	148.0	30.0	600.0	\$ 95,100.00



# Memorandum

*Serious drought.  
Help save water!*

To: CHIEF DEPUTY DIRECTOR  
DEPUTY DIRECTORS  
DISTRICT DIRECTORS  
DIVISION CHIEFS

Date: December 16, 2015

File:

From:   
KARLA SUTLIFF  
Chief Engineer  
Project Delivery

Subject: **IMPLEMENTATIONS OF THE 2015 CALTRANS CONSTRUCTION CONTRACT STANDARDS**

This memorandum establishes the implementation date for the California Department of Transportation (Caltrans) Construction Contract Standards (2015 Standards). The 2015 Standards include the Standard Specifications, Standard Plans, Standard Special Provisions, Standard Bid Items, Notice to Bidders, and Bid Book.

The 2015 Standards shall be used on all projects that Ready to List after June 30, 2016. All on-system projects advertised, awarded and administered by others with encroachment permits issued by the district after June 30, 2016, shall use the 2015 Standards. Districts are encouraged to use the 2015 Standards before June 30, 2016 in order to reduce bidder confusion and minimize contract administration difficulties. The 2010 Standards will not be supported after June 30, 2017.

Training for the 2015 Standards will be provided by the Division of Engineering Services-Office Engineer (DES-OE) in the first quarter of the 2016 calendar year. The 2015 Standards are currently available at: [http://www.dot.ca.gov/hq/esc/oe/construction\\_standards.html](http://www.dot.ca.gov/hq/esc/oe/construction_standards.html). DES-OE will send out a notice when the printed versions have been delivered. Subsequently, Caltrans staff should contact their Manual Coordinators to request copies and external users should contact the Department's Publications Distribution Unit for copies at: <http://www.dot.ca.gov/hq/dpac/publicat.htm>.

The implementation of the 2015 Standards has been shared and concurred with Design Management Board at their September 2015 meeting. If you have any questions about the 2015 Standards, please contact John McMillan, Deputy Division Chief, Division of Engineering Services at (916) 227-6300.

c: Design Management Board  
Project Management Board  
John McMillan, Deputy Division Chief, Division of Engineering Services