

Attachment A: Tasks

The Consultant shall provide the services and deliverables set forth in this **Attachment A**. The Consultant shall provide all services and deliverables required by this **Attachment A** to the satisfaction of the City's contract manager.

General Description of Project for which consultant will provide Services:

Based on the existing two-way cycle track design concept provided by the City, the Consultant will analyze intersection operations and prepare 100% Plans, Specifications, and Engineers Cost Estimates for **signal modification design** for two locations: S 4th Street at Paseo De San Antonio and 4th Street at San Carlos St. This project will upgrade the functionality for both bicyclists and motorists and enhance the street environment for all roadway users.

A. Service:

The design services include but not limited to:

1. Using existing two-way cycle track plan along S 4th Street, between San Fernando St and San Carlos St to analyze and design for signalization at two intersections of 4th Street with Paseo De San Antonio and 4th Street with San Carlos Street.
2. Traffic signal phasing and signal timing recommendations.
3. Signal equipment modification or upgrades (i.e., bike signal equipment)
4. Utility conflict identification.
5. Engineer's cost estimates.
6. Project Specifications. City will provide a sample copy.

All design shall be in compliance with federal, state and local design standards and guidelines, such as:

- City of San Jose Complete Streets Design Standard and Guidelines (<https://www.sanjoseca.gov/home/showdocument?id=33113>)
- City of San Jose Department of Public Works Standard Plans and Specifications.
- Caltrans Highway Design Manual and Caltrans Standard plans 2018
- 2014 California MUTCD Rev 6
- 2010 ADA Standards for Accessible Design

B. Deliverable:

B.1 City of San Jose, Department of Transportation (DOT) Deliverables to the Consultant

DOT will provide an electronic format (AutoCAD) and other electronic format of the following:

- GIS Right of Way
- Existing photometric record
- SJSU perimeter two-way bikeway design plans.
- Department of Transportation plan title block
- City standard details for bike lane design
- Active development plans along corresponding corridor project frontages if any
- City's Signal Design templates and Signing and Striping Plan Preparation Checklist to ensure consistent plan format and standards- See Attachment E

B.2 The Consultant will submit the following to the City of San Jose, Department of Transportation (DOT):

- Signal modification design plans, and signing and striping plans.
- Engineer's cost estimates
- Project Specifications.

All shall be delivered at the 35%, 65%, 95%, and final submittal with (1) set of electronic Civil 3D AutoCAD files, (1) electronic PDF set of plan and (1) electronic PDF set of estimates.

At the 95% and final submittals, a written memo identifying the plan check comments and the Consultant's response shall be provided.

C. Completion Time: The Consultant must complete the services and deliverables for this task in accordance with whichever one of the following time is marked:

- On or before the following date: See Attachment D: Project Schedule.
- On or before ____ Business Days from _____.

Attachment B: Terms and Conditions

1. **City's Contract Manager:** The City's contract manager for this Approved Service Order is:

Name: Jason Hu, P.E.	Phone No.: (408) 766-9652
Department: Transportation	E-mail: jason.hu@sanjoseca.gov
Address: 200 E. Santa Clara, 8 th Flr, San Jose, CA 95113	

2. **Consultant's Contract Manager and Other Staffing:** Identified below are the following: (a) the Consultant's contract manager for this Approved Service Order, and (b) the Consultant(s) and/or employee(s) of the Consultant who will be principally responsible for providing the services and deliverables. *If an individual identified below does not have a current Form 700 on file with the City Clerk for a separate agreement with the City, and is required to file a Form 700, the Consultant must comply with the requirements of Subsection 17.2 of the Master Agreement, entitled "Filing Form 700."*

		<u>Required to File Form 700</u>		
		Yes Already Filed (Date Filed)	Yes Need to File	No
<u>Consultant's Contract Manager</u>				
Name: Jason Fong	Phone No.:			<u>X</u>
Address: 1322 Webster Street, Suite 208, Oakland, CA 94612	Email: jfong@tooledesign.com			
<u>Other Staffing</u>				
<u>Name:</u>	<u>Assignment:</u>			
Jeremy Chrzan	Engineer of Record			X
Adam Vest	QA/QC			X
Chris Puglisi	Senior Engineer			X
Yasmin Fuseini-Codjoe	Engineer II			X
Sara Rauwolf	Project Engineer			X

3. **Subconsultants:** Whichever of the following is marked applies to this Approved Service Order:

- The Consultant can **not** use any subconsultants.
- The Consultant can use the following subconsultants to assist in providing the required services and deliverables:

<u>Subconsultant's Name</u>	<u>Area of Work</u>
1. Subtronic Corporation	Utility identification and survey
2.	
3.	

4. **Reimbursable Expenses:** If the Compensation Table set forth in **Attachment C** of this Approved Service Order states that the City will reimburse the Consultant for expenses, then only the expenses identified in Subsection 10.5.3 of the Master Agreement are Reimbursable Expenses unless the following box is marked and additional reimbursable expenses are set forth:

- In addition to the expenses identified in Subsection 10.5.3 of the Master Agreement, the following expenses are Reimbursable Expenses:

<u>Additional Reimbursable Expense(s)</u>	<u>Mark-up</u>
1. Mileage	n/a
2. Mailing and Deliveries	n/a
3. Copying and Printing	n/a

Notwithstanding the foregoing, any additional reimbursable expense(s) set forth in the above table will be disregarded if the Compensation Table states that the City will *not* reimburse the Consultant for any expenses.

Attachment C: Compensation Table

The City will compensate the Consultant for providing the services and deliverables set forth in **Attachment A** in accordance this Compensation Table. This Compensation Table is subject to the terms and conditions set forth in the Master Agreement, including without limitation Section 10 of the Master Agreement.

Part 1 – Compensation for Services and Deliverables			
Column 1	Column 2	Column 3	Column 4
Tasks	Basis of Compensation	Invoice Period	Compensation
1. Signal Plans	<input checked="" type="checkbox"/> Time & Materials <input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$ 24,045
2. Engineering Estimates	<input checked="" type="checkbox"/> Time & Materials <input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$1,498
3. Project Specifications	<input checked="" type="checkbox"/> Time & Materials <input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$2,022
Total			\$
Part 2 – Reimbursable Expenses			
<input checked="" type="checkbox"/> No expenses are separately reimbursable. The amount(s) in Column 4 of Part 1 include(s) payment for all expenses.		<input type="checkbox"/> Expenses are separately reimbursable in the maximum amount of: \$	
Part 3 – Subconsultant Costs			
<input type="checkbox"/> Subconsultant costs are <i>not</i> separately compensable. The amount(s) in Column 4 of Part 1 include(s) subconsultant costs.		<input checked="" type="checkbox"/> Subconsultant costs are separately compensable in the maximum amount of: \$2,464	
Maximum Service Order Compensation (sum of Parts 1 through 3):			\$30,029

Attachment D: Project Schedule

No.	Task Description	Submittal Date
1	35% Submittal	May 9 th , 2022
2	Comments back from CSJ	May 27 th , 2022
3	65% Submittal	June 17 th , 2022
4	Comments back from CSJ	July 8 th , 2022
5	95% Submittal	July 29 th , 2022
6	Comments back from CSJ	August 15 th , 2022
7	Final Submittal	August 29 th , 2022

**CITY OF SAN JOSE
SIGNING AND STRIPING PLAN PREPARATION CHECKLIST**

Revision Date: January 2018

1. All plans shall be prepared on a 24 inch by 36 inch size sheet with a minimum of 1' margin.
2. Scale shall be 1" = 40'.
3. All plans shall have City of San Jose Department of Transportation signature block at the lower right side of plan.
4. Title block shall read location reference with "SIGNING AND STRIPING PLAN" below it at the lower middle side of plan.
5. Revisions block shall be placed at left side of title block at the lower middle side of plan.
6. Striping legend shall be placed at the lower left side of plan.
7. All plans shall be stamped by a registered Professional Civil Engineer with a valid California registration. Registered Traffic Engineer is not acceptable.
8. North arrow shall point up or to the left.
9. All existing and proposed signs shall be shown.
10. All existing driveways shall be shown to scale.
11. All gutters next to median face of curb shall be shown.
12. All existing striping shall be shown as a thin solid line and all proposed striping as a thick solid line. Conflicting striping and/or markings shall not be shown.
13. The text height shall be 0.125 inch for dimensions and text callouts. The text height for titles shall be 0.18 inch. The text height for subtitles shall be 0.14 inch.
14. Lane dimensions shall be shown at each end of lane or pavement transitions, match lines and join locations.
15. All proposed signal detection loops and detection zones shall be shown on major streets and side streets.
16. All bike detection loops and detection zones, and bike detection symbols shall be shown on major streets and side streets where applicable.
17. Title sheet shall be provided for each street. All details on title sheet shall be site-specific.
18. Right-of-Way lines, gutters by sidewalk face of curb, grade breaks, sidewalks and parkways are not required. However, right-of-way lines from other jurisdictions (i.e. Caltrans, County of Santa Clara, etc.) are required.
19. Additional design notes:
 - a. Install in-lane speed limit pavement marking next to existing speed limit signs (i.e. R2-1 sign).
 - b. Provide proper turn lane taper and stacking length per City of San Jose Geometric Design Guidelines Section 3.3 and Table 3.3.

- c. Where median is present and existing stacking length is longer than minimum stacking length, match existing stacking length, unless directed otherwise by the City.
- d. Yield lines (Detail 24) shall be set back from crosswalk by 10' at all signalized/un-signalized free right locations. Install R1-5 sign at right side of yield line. Show existing crosswalks at all signalized/un-signalized free right turns.
- e. Where bike lane is present, R81(CA) sign shall be installed after each signalized intersection. R81A(CA) sign shall be installed shortly after bike lane begins. R81B(CA) sign shall be installed shortly before bike lane ends.
- f. Detail 21 delineation shall be provided for dual left turns extension through intersection with the radius called out.
- g. Where existing parking is removed, R26(S)(CA) sign shall be installed. Call out the number of parking spaces removed and create a table showing total parking loss for the given sheet.

20. See Sample PDF for reference.