

REQUEST FOR PURCHASE IN EXCESS OF \$20,000/CHANGE ORDER



To: MAYOR AND COUNCIL

Agenda Item #: IV. F.

From: Chad A. Millner, PE, Interim City Engineer

The Recommended Bid is

Within Budget

Not Within Budget

Date: January 21, 2014

Subject: Approve Contract Change Order for Engineering Services for Edina Bike Blvd Project.

Date Bid Opened or Quote Received:

n/a

Bid or Expiration Date:

n/a

Company:

n/a

Amount of Quote or Bid:

n/a

Recommended Quote or Bid:

Approve Contract Change Order for Engineering Services.

General Information:

As you will recall the City received a \$250,000 grant for a bike boulevard project from the Non-Motorized Transportation Pilot Program with the funds administered through the Transit for Livable Communities. The funds were used to install experimental pavement markings on Valley View Road, Wooddale Avenue and W. 54th Street in 2012, with the understanding that they would be evaluated periodically during the 2-year timeframe.

In Oct. 2013, Alliant Engineering submitted a proposal (attached for reference) for \$18,950 for all of the required evaluation reports. Per the City's purchasing policy it was approved by the Engineering Director since it was less than \$20,000. Alliant Engineering has completed and submitted the evaluation report required by December 2013.

Since that time, staff has found additional 2012 data associated with the operations that were previously thought to be lost due to staff turnovers. The additional data will require re-analysis by Alliant Engineering at a cost of \$3,820. This additional analysis pushes the contract amount over \$20,000 from \$18,950 to \$22,770. Per the City's purchasing policy, City Council approval is required on this contract change order.

Attachment:

- Approved Alliant Engineering Contract



October 24, 2013

Mr. Michael R. Anderson, PE, PTOE
Senior Transportation Engineer
Alliant Engineering, Inc.
233 Park Ave S, Suite 300
Minneapolis, MN 55414-1108

RE: Approval of Proposal for FHWA Experiment Evaluation – Wooddale Avenue, 54th St and Valley View Rd

Dear Mr. Anderson:

The City of Edina approves the attached proposal (\$18,950) for the above work. Please coordinate this project with Mark Nolan – Edina Transportation Planner.

Sincerely,

Wayne D. Houle, PE
Director of Engineering

Enclosure

C: Mark Nolan – Edina Transportation Planner
Chad Millner – Assistant City Engineer

ENGINEERING DEPARTMENT

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Alliant Engineering, Inc.

October 7, 2013

Mr. Mark Nolan, AICP
City Transportation Planner
City of Edina – Public Works
7450 Metro Boulevard
Edina, MN 55439

RE: Proposal for FHWA Experiment Evaluation – Wooddale Avenue, 54th Street and Valley View Road

Dear Mr. Nolan:

Alliant Engineering is pleased to submit this proposal to provide professional services for the evaluation of the Wooddale Avenue, 54th Street and Valley View Road experimental treatments. Based on our conversation on October 4, 2013 I have prepared a brief scope of work and project fee estimate.

Attachment A: Scope of Work
Attachment B: Staff Hour and Cost Estimate

Fee

Based on the scope of work, our project fee estimate is \$18,950. Once given authorization to proceed, we will schedule the installation of the cameras for the Fall 2013 evaluation period.

Schedule

The Semi-Annual Evaluation Report summarizing the 2012 through Fall 2013 data will be submitted to FHWA prior to December 31, 2013. The Final Evaluation Report will be submitted to FHWA before December 31, 2014.

We look forward to continuing our working relationship with the City of Edina.

Sincerely,
Alliant Engineering, Inc.

Michael R. Anderson, PE, PTOE
Senior Transportation Engineer
612-767-9340 (direct)
612-758-3098 (fax)
manderson@alliant-inc.com

Task 1.0 Data Collection – Fall 2013

1.1 Tabulate and summarize City collected Summer 2012 (Before) / Fall 2012 (Immediately After) data. Data to be provided by the City of Edina.

1.2 Set and collect video recordings at 4 locations along Wooddale Avenue, 54th Street and Valley View Road (24-Hours on a weekday). The locations are:

- Wooddale at 55th Street
- Wooddale at 60th Street
- 54th Street at Halifax Avenue
- Valley View Road at Kellogg Avenue

Note: The video files will be recorded by TDI and delivered to Alliant Engineering, Inc. A direct expense for video recordings will be made.

1.3 Observe videos and tabulate data in accordance with the FHWA experiment guidelines and consistent with previously collected City of Edina data. Data collection will include:

- Total number of cyclists;
- Number of cyclists riding on the sidewalks;
- Number of cyclists riding against traffic;
- Speed Study
- Volume of motorists;
- Crash data;
- Position of vehicles and cyclists in the lane;
- **Driver and bicyclist surveys to determine recognition, comprehension and effectiveness (after study only). – See Alternate Task 5.0**

Task 2.0 Data Collection – Spring 2014

2.1 Set and collect video recordings at 4 locations along Wooddale Avenue, 54th Street and Valley View Road (24-Hours on a weekday). The locations are:

- Wooddale at 55th Street
- Wooddale at 60th Street
- 54th Street at Halifax Avenue
- Valley View Road at Kellogg Avenue

Note: The video files will be recorded by TDI and delivered to Alliant Engineering, Inc. A direct expense for video recordings will be made.

2.2 Observe videos and tabulate data in accordance with the FHWA experiment guidelines and consistent with previously collected City of Edina data. Data collection will include:

- Total number of cyclists;

- Number of cyclists riding on the sidewalks;
- Number of cyclists riding against traffic;
- Volume of motorists;
- Crash data;
- Position of vehicles and cyclists in the lane;

Task 3.0 Data Collection – Fall 2014

- 3.1 Set and collect video recordings at 4 locations along Wooddale Avenue, 54th Street and Valley View Road (24-Hours on a weekday). The locations are:
- Wooddale at 55th Street
 - Wooddale at 60th Street
 - 54th Street at Halifax Avenue
 - Valley View Road at Kellogg Avenue

Note: The video files will be recorded by TDI and delivered to Alliant Engineering, Inc. A direct expense for video recordings will be made.

- 3.2 Observe videos and tabulate data in accordance with the FHWA experiment guidelines and consistent with previously collected City of Edina data. Data collection will include:
- Total number of cyclists (before/after);
 - Number of cyclists riding on the sidewalks;
 - Number of cyclists riding against traffic;
 - Speed Study
 - Volume of motorists;
 - Crash data;
 - Position of vehicles and cyclists in the lane;

Task 4.0 Evaluation Reports

- 4.1 Prepare a draft and final Semi-Annual Evaluation Report summarizing the 2012 through Fall 2013 observation data.
- 4.2 Prepare a draft and final Final Evaluation Report summarizing the observations, results and conclusions of the experimental treatments.

Alternate Task 5.0

Conduct driver and bicyclist intercept survey to determine recognition, comprehension and effectiveness of pavement markings.

- Develop postcard and distribute to residents, bicyclists and motorists. Postcard will refer recipient to website to take online survey.
- Develop online survey questions using www.SurveyMonkey.com
- Compile and tabulate survey results.

Alternate Task 6.0

The City had collected video recordings in Spring/Summer 2013. Summary data from these recordings may not be available. If the City provides the video recordings, Alliant will observe and tabulate the data in accordance with the items listed in the Tasks 1-3 above.

Staff Hour and Cost Estimate

ESTIMATED STAFF HOURS AND COSTS - BASE BID					
Work Task	Project Manager	Project Engineer	Data Collector	TOTAL HOURS	ESTIMATED COST BY TASK
	Mike Anderson	Ken Levin			
1.0 Data Collection - Fall 2013					
Summarize Summer (Before) / Fall 2012 Data Provided by City	2	8			
Observe Videos (Assume 16-hours staff time per 24-hour video)		2	64	66	
Tabulate Data (volume, observations, crashes)	4	8	4	16	
SUBTOTAL TASK 1.0	6	18	68	82	\$4,810.00
2.0 Data Collection - Spring 2014					
Observe Videos (Assume 16-hours staff time per 24-hour video)		2	64	66	
Tabulate Data (volume, observations, crashes)	4	8	4	16	
SUBTOTAL TASK 2.0	4	10	68	82	\$3,820.00
3.0 Data Collection - Fall 2014					
Observe Videos (Assume 16-hours staff time per 24-hour video)		2	64	66	
Tabulate Data (volume, observations, crashes)	4	8	4	16	
SUBTOTAL TASK 3.0	4	10	68	82	\$3,820.00
4.0 Evaluation Report					
Semi-Annual Evaluation Report -- 2013	12	12			
Final Evaluation Report -- 2014	12	12		24	
SUBTOTAL TASK 4.0	12	12	0	24	\$2,700.00
Total Staff Hours	26	50	204	270	
ESTIMATED COST					
Average Hourly Rates	\$135	\$90	\$35		
Estimated Labor	\$3,510	\$4,500	\$7,140		\$15,150.00
Videos (4-24 Hour Videos Per Task)					\$2,700.00
Speed Study (4-48 Hour Studies) -- Fall 2013 Only					\$1,000.00
Reimbursables (Mileage, Copying, Deliveries)					\$100.00
SUBTOTAL					\$18,950.00
TOTAL ESTIMATED COST - BASE BID				NOT TO EXCEED	\$18,950.00

ESTIMATED STAFF HOURS AND COSTS - ALTERNATE TASK					
Work Task	Project Manager	Project Engineer	Data Collector	TOTAL HOURS	ESTIMATED COST BY TASK
	Mike Anderson	Ken Levin			
5.0 Alternate Task -- Intercept Survey					
Develop and Distribute Postcards		2	24	26	
Manage Survey and Tabulate Study Results	4	12		16	
SUBTOTAL TASK 5.0	4	14	24	42	\$2,640.00
6.0 Alternate Task -- Tabulate Spring 2013					
Observe Videos		2	64	66	
Tabulate Data (volume, observations, crashes)	4	8	4	16	
SUBTOTAL TASK 6.0	4	10	68	82	\$3,820.00
Total Staff Hours - Alternate Tasks	8	24	92	124	
ESTIMATED COST					
Average Hourly Rates	\$135	\$90	\$35		
Estimated Labor	\$1,080	\$2,160	\$3,220		\$6,460.00
SurveyMonkey					\$100.00
Printing					\$500.00
SUBTOTAL					\$7,060.00
TOTAL ESTIMATED COST - ALT. TASK 5.0 & 6.0				NOT TO EXCEED	\$7,060.00