

RESOLUTION NO. 12-2022

A RESOLUTION OF THE CITY COUNCIL OF CLINTON, MISSOURI APPROVING AN AGREEMENT BETWEEN THE CITY OF CLINTON AND CJW TRANSPORTATION CONSULTANTS, LLC FOR TRANSPORTATION PLANNING AND TECHNICAL ASSISTANCE.

WHEREAS, the City of Clinton wishes to enter into an Agreement with CJW Transportation Consultants, LLC for updating the City street plan, developing bike and pedestrian routes and a review of street design standards; and

WHEREAS, CJW Transportation Consultants, LLC desires to provide such services; and

NOW THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF CLINTON, MISSOURI AS FOLLOWS:

Section 1. The Agreement with CJW Transportation Consultants, LLC (Exhibit A), is hereby approved for an amount not to exceed Twenty-three Thousand Nine Hundred Thirty-two Dollars and Zero Cents (\$23,932).

Section 2. The City Administrator is hereby authorized to execute said Agreement on behalf of the City of Clinton.

Read and passed this 19th day of April, 2022.



Greg Lowe, Mayor

ATTEST



Wendee Seaton, City Clerk



PROPOSAL FOR SERVICES - NO. 7
Transportation Planning & Technical Assistance

This Proposal for Services ("PROPOSAL") pertains to an Engineer Services Agreement by and between the City of Clinton, Missouri, ("OWNER"), and CJW Transportation Consultants, LLC ("ENGINEER"), dated May 24, 2021, ("the Agreement"). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Proposal shall not be binding until it has been signed by both parties. Upon execution, this Proposal shall supplement the Agreement as it pertains to the project described below. All terms of the Agreement shall apply to this Proposal.

PROPOSAL FOR SERVICES: NO. 7

PROJECT NAME: **Transportation Planning & Technical Assistance**

SEE "ATTACHMENT A" FOR PROJECT DESCRIPTION AND TASKS.

SERVICES PROVIDED BY THE CITY

The City shall provide available information, as requested by Consultant, which may be useful in completing the project.

Assumption:

The City of Clinton will identify Key Stakeholders for the Bike and Pedestrian meetings.

This Proposal for Services is executed this 20th day of April, 2022.

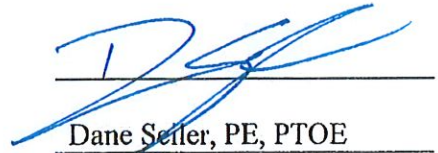
OWNER:
City of Clinton

ENGINEER:
CJW Transportation Consultants, LLC

BY:



BY:



NAME:

Christina A. Maggi

NAME:

Dane Sailer, PE, PTOE

TITLE:

City Administrator

TITLE:

President

ADDRESS:

105 E. Ohio
Clinton, MO 64735

ADDRESS:

5051 S. National Ave.
Suite 7A
Springfield, MO 65810

This is **Attachment A**, consisting of 3 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services**

Engineer's Services

The Clinton Transportation Planning & Technical Assistance project will consist of the review of the functional classification map for the city of Clinton. That review will include a documenting and assessing the current street network, and anticipated future growth. In addition Bike & Pedestrian Improvements will be reviewed for the city of Clinton. The consultant will meet with stakeholders and City Staff to develop Bicycle and Pedestrian improvements within the city. Additional work items include reviewing street standards, and making recommendations on updating of the street standards. The Engineer will serve as an extension of City staff to provide assistance in the delivery of the project designated as "Clinton Transportation Planning and Technical Assistance" hereinafter referred to as the PROJECT.

Engineer shall provide Basic and Additional Services as set forth below.

PART 1 – BASIC SERVICES

1. Engineer will provide project management for engineering tasks, including development of a detailed milestone schedule all phases of the PROJECT including meeting dates, deliverable dates.
2. Engineer will provide monthly project updates describing completed and upcoming tasks, including distribution of a regular look ahead calendar of tasks.
3. Engineer will prepare monthly reporting on budget, status, pending changes, and schedule.

Project Records & Administration

1. Engineer will maintain a record of project documents, meetings, correspondence, comments, and other pertinent material throughout the course of the project. The materials shall be assimilated into an electronic Project Record at the completion of the project. The Project Record will include editable copies of raw material, such as AutoCAD and Word files for the project deliverables

Quality Management

1. Engineer will provide quality assurance to develop and evaluate project delivery process and discipline collaboration throughout all phases of the PROJECT.

Project Scheduling

1. Engineer will provide and maintain scheduling for all phases of the PROJECT.

Project Coordination

1. The Engineer's Project Manager or designee will coordinate work activities with the City's Project Manager and others.
2. The Engineer's Project Manager or designee will participate in a meetings or video conference to keep the City's Project Manager abreast of the progress. The meeting should last 30 minutes to an hour on average. The frequency of the meeting will be expected for the first two (2) months of this PROJECT. Meeting frequencies may be adjusted at any time as the City's Project Manager deems necessary.

TASK 1.0 Update Functional Classification Map

1.1. Kick off Meeting

The Consultant shall organize and conduct a kick off meeting for the project. The meeting will involve all necessary City and Engineer personnel for the completion of the project. The Engineer shall provide an agenda for the meeting and review the existing functional classification map.

1.2. Review Existing Functional Classification Map

The Consultant will review the existing functional classification map, and review updates with City Staff. In addition the consultant will work with City staff to evaluate future annexations for preservation of street corridors.

1.3. Deliverables

Street Classification Map
Meeting Minutes

TASK 2.0 Bike & Pedestrian Improvements

2.1. Meeting With Stakeholders

The Consultant shall organize and conduct a stakeholder meeting for the project. The meeting will involve all necessary City and Engineer personnel for the completion of the project. The Engineer shall provide an agenda for the meeting and review the existing functional classification map. The Engineer will work with the city to identify key stakeholders to engage in the meeting.

2.2. Review Existing Bike & Pedestrian Items

The Consultant will review existing Bike and Pedestrian facilities and plans working to identify any gaps or needed improvements for discussion with stakeholders.

2.3. Establish Bike & Pedestrian Map

The consultant will prepare a map of identifying major activity centers, existing bike and pedestrian infrastructure, and identifying potential gaps in the infrastructure. This map will be incorporated in a detail report showing options for proposed improvements.

TASK 3.0 Street Design Standard Review

The Consultant review, and establish street design standards for adoption by the City of Clinton. CJW will provide standards on Street width, vertical curve, and horizontal curve standards. The consultant will also provide standard details for street width, pavement depth, and curb and gutter for use in public street projects. The consultant will work with city staff to review their recommendations and formulate a final recommendation of adoption.

PART 2 – ADDITIONAL SERVICES

A2.01 Additional Services Requiring Owner's Written Authorization

If authorized in writing by Owner, Engineer shall provide Additional Services of the types listed below. These services are not included as part of Basic Services and will be paid for by Owner.

Preparation of applications and supporting documents (in addition to those furnished under Basic Services) for private or governmental grants, loans, or advances in connection with the Project; preparation or review of environmental assessments and impact statements; review and evaluation of the effects on the design requirements for the Project of any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the Project.

Services to make measured drawings of existing conditions or facilities, to conduct tests or investigations of existing conditions or facilities, or to verify the accuracy of drawings or other information furnished by Owner or others.

Services resulting from significant changes in the scope, extent, or character of the portions of the Project designed or specified by Engineer, or the Project's design requirements, including, but not limited to, changes in size, complexity, Owner's schedule, character of construction, or method of financing; and revising previously accepted studies, reports, Drawings, Specifications, or Construction Contract Documents when such revisions are required by changes in Laws and Regulations enacted subsequent to the Effective Date or are due to any other causes beyond Engineer's control.

Services required as a result of Owner's providing incomplete or incorrect Project information to Engineer.

Furnishing services of Consultants for other than Basic Services.

Other additional services performed or furnished by Engineer not otherwise provided for In this Agreement.

A3.01 Exclusions and Assumptions

Exclusions:

Assumptions:

The city of Clinton will identify Key Stakeholders for the Bike and Pedestrian meetings.

Subject:	Engineering Design Fee Estimate City of Clinton, Missouri Clinton, Missouri Transportation Planning & Technical Assistance		
By:	CJW	Date:	4/8/2022
CJW No.:		Sheet:	1 of 2



MAN-HOURS and FEE ESTIMATE											
	Project Principal	Senior Engineer	Project Engineer	Engineer Intern	Senior Designer	Signal Tech	Field Inspector	Office Administrator	Hours Total	Cost Total	
Hourly rate =	\$170.00	\$150.00	\$108.00	\$78.00	\$83.00	\$100.00	\$85.00	\$32.00			
City of Clinton Planning & Technical Assistance											
Task 1.0											
Update Functional Classification Map / MTP											
Task 1.1	Evaluate Current Map for Irregularities		2		2				4		\$458
Task 1.2	Establish New map with input from Stakeholders		2		12				14		\$1,248
Task 1.3	Review map for consideration of future streets and annexations		2		4				6		\$616
Subtotal			0	6	0	18	0	0	0	24	\$2,322
Task 2.0											
Bike & Pedestrian Improvements											
Task 2.1	Kick off Meeting		2		2				4		\$458
Task 2.2	Meet with Stakeholders (Up to 3 Meetings)		12		12				24		\$2,748
Task 2.3	Identify Pedestrian & Cycling Destinations		2		8				10		\$932
Task 2.4	Review existing Pedestrian & Cycling Patterns		8		16				24		\$2,464
Task 2.5	Establish Bike & Pedestrian map identifying gaps in the network, and major activity centers.		4		24				28		\$2,496
Task 2.6	Provide Detailed report & presentation.		8		20				28		\$2,780
Subtotal			0	36	0	82	0	0	0	118	\$11,878
Task 3.0											
Street Design Standard Review											
Task 3.1	Evaluate Current Street Design Standards		4		8				12		\$1,232
Task 3.2	Establish Criteria for Roadway Design		16		24				40		\$4,296
Task 3.3	Establish Typical Section Standards by Classification for use on Streets		8		24				32		\$3,096
Task 3.4	Meet with stakeholders to discuss Standards		4		4				8		\$916
Subtotal			0	32	0	60	0	0	0	92	\$9,540

Subject:	Engineering Design Fee Estimate #REF1 #REF1 Transportation Planning & Technical Assistance		
By:	#REF1	Date:	4/8/2022
CJW No.	21100	Sheet:	2 of 2



SUMMARY OF MAN-HOURS and FEE ESTIMATE

CJW Transportation Consultants, LLC

<u>Task #</u>		<u>Hours</u>	<u>Cost</u>
Task 1.0	Update Functional Classification Map / MTP	24	\$ 2,322
Task 2.0	Bike & Pedestrian Improvements	118	\$ 11,878
Task 3.0	Street Design Standard Review	92	\$ 9,540
		<u>Σ Hours = 234</u>	<u>Σ Labor = \$ 23,740</u>

Direct Cost

Prints/ Copies				\$75
Travel	200	Miles @	\$0.585 /Mile	<u>\$117</u>
				Reimbursable Total = \$192
				Total Estimated Fee = \$23,932

TOTAL FEE =	\$23,932
TOTAL NOT TO EXCEED FEE =	\$23,932



CJW

2022 Fee Schedule

Personnel Hourly Rates:

Principal	\$170.00
Senior Engineer	\$150.00
Project Engineer	\$108.00
Engineer Intern	\$79.00
Inspector	\$74.00
Senior Designer	\$83.00
Senior Designer II	\$78.00
Survey Manager / PLS	\$88.00
Survey Crew Chief	\$72.00
Survey Crew Member	\$60.00
2 Person Survey Crew	\$132.00
Traffic Data Collector	\$30.00
Engineering Technician	\$62.00
Administrator	\$34.00
Clerical	\$30.00

Expenses and Equipment Charges:

Vehicle (3/4 ton or less)	\$0.585/mile
Copies	\$0.10/each
Blueprints	\$0.50/sq. ft.
Real Time GPS Equipment	\$250.00/day
Robotic Prism-Less Instrument	\$195.00/day

Reimbursables: Travel Expenses, Outside Printing, Sub-Contractor Expenses

Overtime (Over 8 hours a day, 40 hours a week, Saturdays, Sundays, and Holidays):

1.5 times the hourly rate