

MEMORANDUM



DATE: April 15, 2015

TO: Michael G. Herring, ICMA - CM
City Administrator

FROM: James A. Eckrich, P.E.
Public Works Director / City Engineer

RE: Chesterfield Parkway East Pedestrian Bridge
Funding Authorization
Program Agreement Acceptance
Contract for Engineering Services

As you are aware, for some time the City of Chesterfield has sought funding for the construction of an independent pedestrian bridge over Interstate 64 (Highway 40) adjacent to the Chesterfield Parkway East overpass. The City invested in the engineering design for a pedestrian bridge 2010, and plans were completed in 2012. At that time City Council reserved \$420,000 of the General Fund – Fund Reserves for this project, in the hopes that Staff could obtain a grant to fund at least a portion of the project. From 2010 through 2013 City Staff submitted multiple grant applications through various grant programs, none of which were successful.

In 2014, City Staff submitted yet another grant application seeking funding for this project through the Transportation Alternatives Program (TAP). I am pleased to report that this grant application was successful, and that the City has been approved to receive up to \$900,000 of TAP funds. The total project cost is estimated to be \$2,075,000. This includes the costs for updating the design, notifying and coordinating with other governmental agencies and the affected utilities, acquiring right of way and easements, constructing the project, material testing, and inspection services. The full City share to complete this project is estimated to be \$1,175,000. As such, the prior \$420,000 General Fund – Fund Reserve set aside must be supplemented by an additional allocation of \$755,000.

Accordingly, **I request that this information be placed on the next Planning and Public Works Committee agenda for discussion and recommendation.** It is my recommendation that the Committee recommend to the full City Council, **to fund the City share of the project with an additional allocation from the General Fund – Fund Reserve in excess of the 40% reserve**

policy, in the amount of \$755,000, which results in a cumulative budgetary transfer in the amount of \$1,175,000. As recommended, this action will concurrently authorize budgetary amendments to increase both the expenditure and grant revenues associated with this project.

As you are also aware, Finance Director Craig White has updated the estimated 2015 end of year General Fund – Fund Reserve balance to be \$4.28 million over the 40% reserve policy.

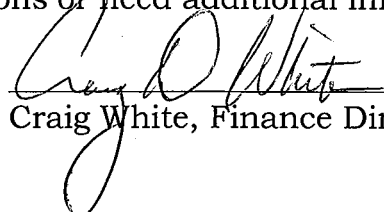
Assuming City Council desires to proceed with the project, and authorizes the funding, a Program Agreement must be executed by the City and returned to MODOT. The Program Agreement contains the same standard language used within the other federally funded projects (Appalachian Trail, Greentrails South Drive, Ladue Road, Timberlake Manor Drive), and has been reviewed by the City Attorney. A copy of the Agreement has not been included in this packet, but is available upon request. A memorandum from Civil Engineer Zachary Wolff detailing the Program Agreement is attached.

This project will require engineering services to review and revise the necessary plans to meet all current standards, resubmit the plans to utilities and other governmental agencies, create the right of way and easement exhibits, prepare the bidding and construction documents, and provide structural drawing review during construction. In accordance with MODOT standards, which must be met due to the TAP funding, the City of Chesterfield has selected HR Green to perform these services, and has negotiated a scope and corresponding fee of \$80,031. The scope does not include construction services and material testing, which will be contracted separately closer to the bid date. A memorandum from Civil Engineer Zachary Wolff is attached which provides further details on the proposed engineering services contract with HR Green. A copy of the contract has not been included in this packet, but has been reviewed by the City Attorney and is available upon request.

In addition to the recommendation above, I also recommend that the Planning and Public Works Committee recommend to the full City Council, **to approve the Program Agreement with the Missouri Highways and Transportation Commission (via ordinance) and authorize the City Administrator to execute an Engineering Services Contract with HR Green in the amount of \$84,000.** This amount is included in the funding authorization recommended above.

Should you have questions or need additional information, please let me know.

Concurrence:



Craig White, Finance Director

✓ MGLH
4/15/15

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Cc Michael O. Geisel, Director of Public Services

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A TRANSPORTATION ALTERNATIVES FUNDS PROGRAM AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION FOR CONSRUCTION OF A NEW PEDESTRIAN BRIGE OVER INTERSTATE 64 ADJACENT TO CHESTERFIELD PARKWAY EAST.

WHEREAS, the City of Chesterfield was successful in obtaining a reimbursement grant for the construction of a pedestrian bridge adjacent to Chesterfield Parkway East over Interstate 64; and

WHEREAS, in order to proceed with the project, TAP-5410(626), the City needs to enter into a TAP Program Agreement with the Missouri Highways and Transportation Commission; and

WHEREAS, the City Council of Chesterfield, Missouri, after careful consideration of the matter and thorough discussion with the City Attorney, authorized the City Administrator of Chesterfield to enter into a TAP Program Agreement similar in form to that attached as Exhibit A;

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CHESTERFIELD AS FOLLOWS:

Section 1. The City Council of the City of Chesterfield hereby authorizes the City Administrator to act on behalf of the City of Chesterfield to enter into an Agreement with the Missouri Highways and Transportation Commission relative to the construction of a new pedestrian bridge over Interstate 64 adjacent to Chesterfield Parkway East.

Section 2. This Ordinance shall be in full force and effect from and after its passage and approval.

Passed and approved this _____ day of _____, 2015.

MAYOR

ATTEST:

CITY CLERK

First Reading held _____



MEMORANDUM

DATE: April 14, 2015
TO: James A. Eckrich, PE – Public Works Director/City Engineer
FROM: Zachary S. Wolff, PE - Civil Engineer
RE: Chesterfield Parkway Pedestrian Bridge – TAP-5410(621)
Transportation Alternatives Funds - Program Agreement

Original plans for the Chesterfield Parkway Pedestrian Bridge (2009-PW-19) were completed in 2012 by HR Green. As you are aware, the City of Chesterfield applied for and was recently awarded Transportation Alternative Program (TAP) funds in an amount up to \$900,000 for the construction of this project. The project includes a new pedestrian bridge along Chesterfield Parkway over US-40, replacing and adding sidewalk along the west side of Chesterfield Parkway from approximately 500 feet north of Conway Road to Schoettler Valley Drive, and ADA improvements to the traffic signals and curb ramps at the Conway Road intersection. With these improvements the only link missing to complete the "Pathway on the Parkway" would be from Schoettler Valley Drive to Clarkson Road.

The total estimated project cost is \$2,075,000. This amount includes an estimated \$125,000 for final design and right-of-way/easement acquisition, \$1,800,000 for construction, and \$150,000 for construction engineering and materials testing. The City is responsible for 100% of the cost for preliminary engineering, right-of-way and easement acquisition, and construction engineering, and 50% of the cost of construction (up to a maximum match of \$900,000). The City's total estimated share for the project is \$1,175,000. The anticipated project schedule includes final design and right-of-way acquisition in 2015 and construction in 2016-2017.

In order for MoDOT to obligate the federal funds for construction of this project the City of Chesterfield needs to enter into a TAP program agreement with the Missouri Highways and Transportation Commission (attached). **I recommend requesting authorization to execute the enclosed TAP program agreement and appropriate the necessary funding for all portions of the project. In accordance with the attached April 6th letter from MoDOT, the agreement must be approved via ordinance and a minimum of three (3) executed copies of the agreement and ordinance need to be returned to MoDOT.**

Provided this TAP program agreement is approved and executed there will be at least three (3) separate agreements (preliminary engineering, construction, and construction engineering) with consultants and contractors to successfully carry out this project.

If you have questions or need additional information, please let me know. Thanks.

Attachments: TAP Program Agreement

cc: File - 2009-PW-19A Chesterfield Parkway Pedestrian Bridge

Missouri Department of Transportation

1590 Woodlake Drive
Chesterfield, Missouri 63017-5712
314.275.1500
Fax: 573.522.6475
1.888.ASK MODOT (275.6636)

April 6, 2015

James A. Eckrich, P.E.
Public Works Director / City Engineer
City of Chesterfield
690 Chesterfield Pkwy W
Chesterfield, MO 63017-0760

RE: City of Chesterfield
Chesterfield Pkwy Sidewalk and Ped. Bridge
Federal Project No. TAP-5410(626)
TIP# 6542-16
Draft Program Agreement, Programming Comments

Dear Mr. Eckrich:

This federal aid project is shown in the regional Transportation Improvement Program (TIP) and has been assigned a federal project number of TAP-5410(626). Please use this number on all future project correspondence. **In order for the City to remain eligible for federal reimbursement for Design, Right of Way, or Construction activities, the City must first obtain MoDOT approval.** This project will be administered per the direction given in the Local Public Agency (LPA) Manual. The LPA Manual can be viewed at MoDOT's website.

Federal Aid Program Agreement

Enclosed for your review is a draft copy of the TAP program agreement for the above noted project. This agreement must be fully executed by the City and by the Missouri Highways and Transportation Commission (MHTC) before obligation of federal funds and authorization of reimbursable work. Federal Form 1273, 'Required Contract Provisions for Federal Aid Construction Contracts' (which outlines the requirements of the Federal-Aid process) is attached to the draft program agreement. If this program agreement is acceptable to the City, then please return a minimum of three executed copies of the agreement to this office. You may send more than three copies if your agency prefers more than one fully executed copy. Each copy of the program agreement must include a copy of the location map labeled "Exhibit A" and a copy of Form 1273 labeled "Exhibit B". Also submit a copy of the City's applicable enabling ordinance. Please note that the person authorized to sign the agreement per the enabling ordinance will be required to provide signatures on the executed program agreements. MoDOT will forward the agreements to the MHTC for execution and will return a fully executed program agreement to your office.

Consultant Contracts/Preliminary Engineering/Construction Engineering Costs

Federal funds for Preliminary Engineering have not been programmed for this project. Design work may begin at any time since this work is not reimbursable.



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www.modot.org

Design Criteria

The City's engineer of record for this project will be considered responsible for determining the appropriate design parameters chosen, see LPA 136.7.2.7. If any improvements are to occur on MoDOT right of way, the project design criteria that will be used will need to be approved by MoDOT.

Environmental Requirements

The TIP application for this project has been forwarded to MoDOT Environmental Division to determine if a programmatic Categorical Exclusion (CE-2) will be applied for this project. The status of the CE-2 determination will be forwarded to your office as soon as possible.

Utilities, Public Meetings, Preliminary Plan Submittal

All utility companies that are affected by this project should be notified of the project scope and project schedule at this time. Utility company comments may affect preliminary plan development. As stated in the LPA manual, public hearings are required for certain projects. If a public hearing is required for this project, please provide this office with a copy of the advertisement for the public hearing that is to be published.


ADA requirements

The Americans with Disabilities Act (ADA) requires that all facilities must be designed to current accessibility standards. When final plans for this project are submitted to MoDOT for review, the plans will need to include enough detail to show that sidewalks, curb cuts, detectable warning panels, etc., meet ADA requirements.

Once preliminary plans are complete, please submit an electronic copy of the plans via CD for review/approval.

If you have any questions please contact me at Thomas.McCloskey@modot.mo.gov or (314) 453-1831.

Sincerely,



Tom McCloskey
District Design Liaison
MoDOT

Copy: Sonya Pointer – East West Gateway



MEMORANDUM

DATE: April 14, 2015
TO: James A. Eckrich, PE – Public Works Director/City Engineer
FROM: Zachary S. Wolff, PE - Civil Engineer
RE: Chesterfield Parkway Pedestrian Bridge – TAP-5410(621)
Engineering Services Contract 2009-PW-19A

Original plans for the Chesterfield Parkway Pedestrian Bridge project (2009-PW-19) were completed in 2012 by HR Green. As you are aware, the City of Chesterfield was recently awarded a Transportation Alternatives Program (TAP) grant in an amount up to \$900,000 for the construction of this project. A separate memo recommending approval of the TAP program agreement and associated project funding has been provided to you.

The TAP program agreement includes federal funding for construction of the project. The preliminary engineering, right-of-way, and construction engineering portions of the project will be paid for with City funds only. According to MoDOT's April 6th letter, preliminary engineering work for the project may begin at any time.

In order for the City to remain eligible for federal reimbursement for construction of the project all work must be done in accordance with the Local Public Agency (LPA) Manual. Since the consultant contract was anticipated to be less than \$100,000 the City utilized the LPA On-Call Consultant selection option. This option allowed the City to select a firm directly from the LPA On-Call Consultant list. Since HR Green provided the original design and the original designer is still employed by HR Green, they were the logical choice to review and revise the original engineering plans and prepare them for construction.

Staff has negotiated a scope and corresponding fee of \$80,031.00 with HR Green to provide the necessary engineering services to review and revise the existing plans, resubmit the plans to outside agencies for review and approval, prepare the right-of-way, easement, bidding and construction documents, and provide engineering drawing review during construction.

Contingent upon approval of the TAP program agreement for the Chesterfield Parkway Pedestrian Bridge and appropriation of the necessary funding, I recommend requesting authorization to execute the enclosed Engineering Services Contract with HR Green, Inc. in an amount not to exceed \$84,000.00. This amount includes an approximate 5% allowance for contingency funding to account for unforeseen conditions and/or additional work.

If you have questions or need additional information, please let me know. Thanks.

Attachments: HR Green Engineering Services Contract

cc: File - 2009-PW-19A Chesterfield Parkway Pedestrian Bridge