

RESOLUTION NO. 2020-115

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA
APPROVING THE ALLOCATION OF \$29,000 TO BE FUNDED FROM THE ROAD
IMPACT FEE FUND AND THE REMAINING \$9,740.00 WILL NEED TO BE
APPROPRIATED FROM UNDESIGNATED FUND BALANCE, TO THE IMJIN PKWY
PEDESTRIAN SAFETY CORRIDOR STUDY, AND; AUTHORIZE THE FINANCE
DIRECTOR TO MAKE THE NECESSARY ACCOUNTING AND BUDGETARY ENTRIES.

WHEREAS, earlier in 2020, the City Police Department responded to a pedestrian collision at the intersection of 3rd Avenue on Imjin Parkway. After evaluation with the Police Traffic Division and the Regional Planning Agency's traffic engineer, the decision was made to conduct a corridor study for any potential pedestrian improvements and enhance corridor mobility, and;

WHEREAS, utilizing the City's on-call consultants approved by City Council through Resolution No.2017-117, staff received a proposal (**Exhibit A**) from Kimley Horn for a traffic study examining historical traffic data, updates from the Traffic Impact Analysis of the Dunes Settlement Agreement, and existing corridor improvements along Imjin Parkway, from Imjin Road to the State Route 1 bridge of Caltrans right-of-way. The study will review all available traffic incident information to not only provide short term and long-term planning for possible pedestrian mobility enhancements and conduct signal warrants at key intersections along the corridor. The planned Fort Order Trail and Greenway (FORTAG) crossing at California Avenue will also be evaluated and rendered in terms of pedestrian and traffic safety, and;

WHEREAS, should the City Council approve this request, \$29,000 will be funded from the Road Impact Fee Fund and the remaining \$9,740.00 will need to be appropriated from undesignated fund balance, which is approximately \$5.0 million as of the last audit.

WHEREAS, further, unless this expenditure is classified as a one-time expenditure, the City would be exceeding the guidance of Resolution 2012-46 and spending more than its General Fund revenues. (see page 57 of the audit). However, this expenditure appears to qualify as a one-time expenditure.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Marina does hereby:

1. Approve the allocation of \$29,000 to be funded from the Road Impact Fee Fund and the remaining \$9,740.00 will need to be appropriated from undesignated fund balance, to the Imjin Pkwy Pedestrian Safety Corridor Study, and;
2. Authorize the Finance Director to make the necessary accounting and budgetary entries.

PASSED AND ADOPTED, at a regular meeting of the City Council of the City of Marina, duly held on the 1st day of September 2020 by the following vote:

AYES: COUNCIL MEMBERS: Berkley, O'Connell, Morton, Delgado

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

ATTEST:

Bruce C. Delgado, Mayor

Anita Sharp, Deputy City Clerk

August 21, 2020

Brian McMinn, P.E., P.L.S.
Public Works Director/City Engineer
City of Marina
211 Hilcrest Avenue
Marina, CA 93933

Re: Proposal – Imjin Parkway Safety Review

Dear Mr. McMinn:

Thank you for inviting Kimley-Horn and Associates, Inc. (“Kimley-Horn” or “Consultant”) to provide engineering services to City of Marina (“Client”) for the proposed Imjin Parkway Safety Study. This proposal describes the scope for the study.

This letter is in accordance with your request and constitutes a proposal setting forth our proposed Scope of Services, Schedule, and Fee to our Amendment No. 1 to Master Professional Services Agreement with Kimley-Horn and Associates, Inc.

Project Understanding:

The Project is located along Imjin Parkway in the City of Marina. The City of Marina staff is requesting Kimley-Horn in identifying short term and longer-term measures for improving the pedestrian’s crossings and the corridor mobility. The immediate focus will be at the intersections and approaches of Imjin Parkway with one intersection between Imjin Road and 3rd Avenue. For our team we recommend the inclusion of Daniel Carley and Kevin Aguigui, our roadway and traffic engineering design experts. In addition, we will prepare a rendering for the proposed FORTAG crossing at Imjin Parkway and California Avenue.

Scope of Services

Task 1 – Data Collection and Review

Kimley-Horn will obtain accident data from the City police department. Speed data will be provided by the City. Recent traffic count data will be obtained from Streetlight data. Some historic counts are also available. A memorandum will be prepared indicating accident hot spots, cause of accidents, speed zone data, and volume data. The data will be used to determine signal installation warrants. Data will be collected for the Imjin corridor between Imjin Road, where the current widening project ends through the SR 1 interchange with Imjin Parkway. The University Villages Settlement Agreement data will also be used in the analysis.

Task 2 – Develop Conceptual Short Term and Longer-Term Improvements for Pedestrian crossings along Imjin Parkway

Kimley-Horn team will use aerial photography layouts to develop conceptual short term and long-term improvements for pedestrian crossings along Imjin Parkway. These measures will be illustrated graphically in plan view and examples of these measures will be included in the memorandum. The memorandum will be presented in Draft and up to 3 rounds of comments addressed to refine and or determine alternatives and estimates of probable costs prepared. The impact of each feature will be discussed in tabular format to evaluate the feasibility and potential qualitative contribution to safety it may have at the intersection. It is anticipated that most of the features will be extracted from the CA MUTCD.

The Concept will include a FORTAG crossing at the intersection of Imjin Road and California Avenue. The scope includes up to three revisions on this layout. Coordination will also be required with TAMC.

Task 3 – Meetings and Coordination

Kimley-Horn will attend up to one (6) conference calls/ meetings with City staff to discuss the Project and proposed standard roadway cross section. This also includes a presentation to City Council. We assume the remainder of project coordination effort will occur through email and phone calls.

Schedule:

Kimley-Horn will provide the services identified above as expeditiously as practicable to meet a mutually agreed upon schedule.

Due to the everchanging circumstances surrounding the COVID-19 outbreak, situations may arise during the performance of this Agreement that may affect availability of resources and staff of Kimley-Horn, the Client, other consultants, and public agencies. There could be changes in anticipated delivery times, jurisdictional approvals, and project costs. Kimley-Horn will exercise reasonable efforts to overcome the challenges presented by current circumstances, but Kimley-Horn will not be liable to Client for any delays, expenses, losses, or damages of any kind arising out of the impact of the COVID-19 situation.

Compensation, Fees and Expenses:

We propose to perform the Scope of Services outlined in Tasks 1 to 3 for a Not to Exceed Fee of \$38,740. This includes direct expenses for the project such as in-house duplicating, facsimile, mileage, telephone, and postage.

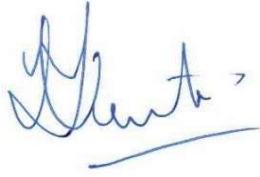
We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.



CITY OF MARINA
Imjin Parkway
COST PROPOSAL
1 August 2020

Task	HOURLY BILLING RATE	Senior Professional II	Senior Professional I	Professional	Analyst	Support Staff	Total Hours	Total Labor Cost
		P6-8	P5	P3-4	P1-2	N1-6		
1	Data Collection and Review	2	2	6	16	4	30	\$ 5,730
2	Develop Conceptual Short and Longer-Term Improvements	12	8	60	22		102	\$ 22,890
3	Meetings and Coordination (5+ City Council)	10	6	10	10	4	40	\$ 9,320
								\$ -
	Total Hours	24	16	76	48	8	172	
	Total Labor Cost	\$ 8,520	\$ 3,760	\$ 16,340	\$ 8,400	\$ 920		\$ 37,940
	Other Direct Costs							
	Direct Expenses							\$ 300
	Traffic Count Data							\$ 500
	Total Other Direct Costs							\$ 800
	TOTAL							\$ 38,740

Very truly yours,
KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'F. Venter', with a horizontal line underneath.

Frederik Venter P.E.
Project Manager
P.E. No.: C64621

August 21, 2020

Item No. **8k(1)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of September 1, 2020

CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2020-, APPROVING THE ALLOCATION OF \$29,000 TO BE FUNDED FROM THE ROAD IMPACT FEE FUND AND THE REMAINING \$9,740.00 WILL NEED TO BE APPROPRIATED FROM UNDESIGNATED FUND BALANCE, TO THE IMJIN PKWY PEDESTRIAN SAFETY CORRIDOR STUDY, AND, AND; AUTHORIZE THE FINANCE DIRECTOR TO MAKE THE NECESSARY ACCOUNTING AND BUDGETARY ENTRIES.

REQUEST:

It is requested that the City Council:

1. Consider adopting Resolution No. 2020-, approving the allocation of \$29,000 to be funded from the Road Impact Fee Fund and the remaining \$9,740.00 will need to be appropriated from undesignated fund balance, to the Imjin Pkwy Pedestrian Safety Corridor Study, and, and;
2. Authorize the Finance Director to make the necessary accounting and budgetary entries.

BACKGROUND:

Earlier in 2020, the City Police Department responded to a pedestrian collision at the intersection of 3rd Avenue on Imjin Parkway. The City Council directed staff to look at options to improve pedestrian safety at this crossing. After evaluation with the Police Traffic Division and the Regional Planning Agency's traffic engineer, the decision was made to conduct a corridor study for any potential pedestrian improvements and enhance corridor mobility.

ANALYSIS:

Utilizing the City's on-call consultants approved by City Council through Resolution No.2017-117, staff received a proposal (**EXHIBIT A**) from Kimley Horn for a traffic study examining historical traffic data, updates from the Traffic Impact Analysis of the Dunes Settlement Agreement, and existing corridor improvements along Imjin Parkway, from Imjin Road to the State Route 1 bridge of Caltrans right-of-way. The study will review all available traffic incident information to 1) provide short term pedestrian safety solutions, 2) long-term pedestrian safety improvements, 3) conduct signal warrants at key intersections along the corridor, and 4) evaluate the planned Fort Order Trail and Greenway (FORTAG) crossing at California Avenue in terms of pedestrian and traffic safety.

FISCAL IMPACT:

Should the City Council approve this request, \$29,000 will be funded from the Road Impact Fee Fund and the remaining \$9,740.00 will need to be appropriated from undesignated fund balance, which is approximately \$5.0 million as of the last audit.

Further, unless this expenditure is classified as a one-time expenditure, the City would be exceeding the guidance of Resolution 2012-46 and spending more than its General Fund

revenues. (see page 57 of the audit). However, this expenditure appears to qualify as a one-time expenditure.

CONCLUSION:

This request is submitted for City Council consideration and possible action.

Respectfully submitted,

Edrie Delos Santos, P.E.
Senior Engineer
Public Works Department
City of Marina

REVIEWED/CONCUR:

Brian McMinn, P.E., P.L.S.
Public Works Director/City Engineer
City of Marina

Eric Frost
Interim Finance Director
City of Marina

Layne P. Long
City Manager
City of Marina