

Visalia City Council Agenda

For the Special Meeting of: TUESDAY, January 29, 2008

Location: City Hall Council Chambers, 707 W. Acequia, Visalia CA 93291

Mayor: Jesus J. Gamboa
Vice Mayor: Bob Link
Council Member: Greg Collins
Council Member: Donald K. Landers
Council Member: Amy Shuklian

All items listed under the Consent Calendar are considered to be routine and will be enacted by one motion. If anyone desires discussion on any item on the Consent Calendar, please contact the City Clerk who will then request that Council make the item part of the regular agenda.

4:00 p.m.

PLEDGE OF ALLEGIANCE

CITIZENS REQUESTS - This is the time for members of the public to comment on any matter within the jurisdiction of the Visalia City Council. This is also the public's opportunity to request that a Consent Calendar item be removed from that section and made a regular agenda item for discussion purposes. Comments related to Regular or Public Hearing Items listed on this agenda will be heard at the time the item is discussed or at the time the Public Hearing is opened for comment. The Council Members ask that you keep your comments brief and positive. Creative criticism, presented with appropriate courtesy, is welcome. The Council cannot legally discuss or take official action on citizen request items that are introduced tonight. In fairness to all who wish to speak tonight, each speaker from the public will be allowed three minutes (speaker timing lights mounted on the lectern will notify you with a flashing red light when your time has expired). Please begin your comments by stating and spelling your name and providing your address.

CHANGES TO THE AGENDA/ITEMS TO BE PULLED FOR DISCUSSION

1. **CONSENT CALENDAR** - Consent Calendar items are considered routine and will be enacted by a single vote of the Council with no discussion. For a Consent Calendar item to be discussed, or voted upon individually, it must be removed at the request of the Council.
 - a) Award of park design contract to the HLA Group for Phase II of the Visalia Riverway Sports Park in the amount of \$382,290 and authorize the City Manager to execute all documents related to this phase of the project.
 - b) Authorization to record the final parcel map of Tentative Parcel Map 2006-01, located on the southeast corner of Santa Fe Street and Cypress Avenue. APN 097-101-001.

CLOSED SESSION

5:30 p.m. (Or, immediately following Regular Session)

2. Conference With Real Property Negotiators (G.C. §54956.8)

Property: APN:100-020-011, 012, 013; 100-030-015, 005,007, 018; 100-040-038, ; Caltrans property along north side of Noble Avenue between Ben Maddox Way and Lovers Lane; Union Pacific Railroad parcel at southwest corner of Ben Maddox Way and Noble Avenue identified as S.B.E.872-54-24K-34

Under Negotiation: Consideration and approval of appraisals; Authority to negotiate price, terms and conditions of potential purchase or easement

Negotiating Parties: Steve Salomon, Andrew Benelli, Colleen Carlson, Caltrans, Mary's Vineyard, Inc., Union Pacific Railroad, Galante & Galante Properties, a California Partnership; Freddie J. Galante, Jr., Anthony H. Galante, Wal-Mart Real Estate Business Trust, a Delaware Trust, Galante, Galante and Bellman, a California Partnership; Freddie R. Galante, Rena M. Bellman.

REPORT ON ACTIONS TAKEN IN CLOSED SESSION

REPORT OF CLOSED SESSION MATTERS FINALIZED BETWEEN COUNCIL MEETINGS

Upcoming Council Meetings

- Monday, February 11, 2008 Special Session 4:00 p.m. – City Council Chambers, 707 W. Acequia
- Tuesday, February 19, 2008, Work Session 4:00/Regular Session 7:00 p.m. – City Council Chambers, 707 W. Acequia
- Monday, February 25, 2008, Joint City Council/Planning Commission 4:00 p.m. – Convention Center, 303 E. Acequia

In compliance with the American Disabilities Act, if you need special assistance to participate in meetings call (559) 713-4512 48-hours in advance of the meeting. For Hearing-Impaired - Call (559) 713-4900 (TDD) 48-hours in advance of the scheduled meeting time to request signing services.

Any written materials pertaining to items on this agenda that are distributed to the Council are available for public review at the Office of the City Clerk, 425 E. Oak Street, Visalia, CA 93291

**City of Visalia
Agenda Item Transmittal**

Meeting Date: January 29, 2008

Agenda Item Number (Assigned by City Clerk): 1a

Agenda Item Wording: Award of park design contract to the HLA Group for Phase II of the Visalia Riverway Sports Park in the amount of \$382,290 and authorize the City Manager to execute all documents related to this phase of the project.

Submitting Department: Park & Recreation Department

Contact Name and Phone Number: Vincent Elizondo, 713-4367; Don Stone, 713-4397

Department Recommendation: That the City Council Approve a Contract in the Amount of \$382,290 to the HLA Group for Design Services Related to Phase II of the Visalia Riverway Sports Park and authorize the City Manager to execute all documents related to this phase of the project.

Background Information:

On June 18, 2007, the City Council approved the schematic plan for Phase II of the Visalia Riverway Sports Park. The Council also directed City staff to finalize the scope of work related to the development of construction documents for the next phase of the project.

The HLA Group designed the initial phase of the sports park which opened to the general public on Saturday, August 25, 2007. Phase I included 46 acres of development including 10 regulation sized soccer fields (three are lighted); three large group picnic areas; two restroom/concession facilities; two playgrounds; one water feature; parking improvements; and a host of other general park amenities.

Phase II of development will be devoted primarily to providing youth baseball fields to meet the growing demand by youth sports groups for more competitive playing fields in the community. The next phase will feature a new lighted four field baseball complex that can accommodate local, regional, and state tournament play.

For action by:

- City Council
- Redev. Agency Bd.
- Cap. Impr. Corp.
- VPFA

For placement on which agenda:

- Work Session
- Closed Session

Regular Session:

- Consent Calendar
- Regular Item
- Public Hearing

Est. Time (Min.): _____

Review:

Dept. Head VE ^{1/23/08}
(Initials & date required)

Finance _____
City Atty _____
(Initials & date required or N/A)

City Mgr MS
(Initials Required)

If report is being re-routed after revisions leave date of initials if no significant change has affected Finance or City Attorney Review.

The proposed fields will meet playing specifications as provided by both Cal Ripken Youth Baseball and Visalia Little League. Aside from play during the spring by these organizations, the fields can also be utilized for less competitive programs and other user groups during the summer and fall seasons as well.

Phase II will also include additional concession and restroom facilities; the lighting of two more soccer fields (which means a total of five fields will now be lighted all along the southern boundary of the park); the lighting of the BMX facility; and additional parking lot improvements.

The projected cost for Phase II is estimated to be \$5.8 million dollars. A number of project alternatives will be identified in case the budget estimate is exceeded at the time a project construction bid is awarded in the summer of 2008.

At the June 18, 2007 meeting, the Council also requested that City staff explore the feasibility of funding a portion of the master plan located just south of the BMX facility. This area of the park would feature a new playground, a new group shelter, restroom, and concession amenities. Due to funding limitations, City staff is recommending that this portion of the master plan be deferred until the next phase of the project.

On June 25, 2007, as part of the mid-year budget review process, the Council also appropriated \$600,000 for design work, bidding documents, and construction management services related to the next phase of the project. In part, these services will be provided by The HLA Group. City staff is requesting a park design contract in the amount of \$366,790 for the next phase of the project --- plus reimbursable expenses of \$15,500 for a total amount of \$382,290.

The construction project will be funded by a combination of park impact fees and general fund monies. As a general guideline adopted in 2001 for this regional type facility, park impact fees should pay for 41% of the cost and the general fund will pay for 59% of the project cost. This means that roughly \$2.378 million (41%) will be paid by park impact fees and \$3.422 million (59%) will come from the general fund. Monies for the general fund portion of this project will come from general fund reserves and no City debt will be incurred. The funding allocations will be identified in the City's CIP program as part of the 2008-10 budget cycle.

This report includes attachments which illustrate the Phase II design concept and the estimated costs for the proposed improvements.

Timeline:

City staff and the architect will be working to complete the construction documents and bid package by July 25, 2008. If the Council appropriates the project funding as part of the City's 2008-10 budget, then construction should begin in the fall of 2008. The new baseball complex would be available for play by the fall of 2009 --- and certainly in time for the 2010 spring season.

Prior Council/Board Actions: N/A

Committee/Commission Review and Actions: Reviewed by Parks & Recreation Commission

Attachments: Phase II Riverway Sports Park Scope of Services for Design Work
Phase II Riverway Sports Park Fee Proposal
Phase II Riverway Sports Park Schematic Designs
Phase II Riverway Sports Park Estimated Costs
Phase II Riverway Sports Park Timeline

Recommended Motion (and Alternative Motions if expected): That the City Council Approve a Contract in the Amount of \$382,290 to the HLA Group For Design Services Related to Phase II of the Visalia Riverway Sports Park and authorize the City Manager to execute all documents related to this phase of the project.

Environmental Assessment Status

CEQA Review:

NEPA Review:

Tracking Information: *(Staff must list/include appropriate review, assessment, appointment and contract dates and other information that needs to be followed up on at a future date)*

Copies of this report have been provided to: Visalia Parks & Recreation Commission



PRELIMINARY STATEMENT OF PROBABLE COST

JOB TITLE: Visalia Riverway Sports Park Phase II (11.7 AC)
JOB NUMBER: 72007.01
DATE: June 18, 2007

DESCRIPTION OF WORK / MATERIALS	UNIT	QUANTITY	PRICE PER UNIT	TOTAL AMOUNT
General Site Work				
1. Site Engineering and Staking	LS	1		50,000.00
2. SWPPP Measures	LS	1		15,000.00
3. Temporary Construction Fence	LS	1		6,500.00
4. Earthwork and Rough Grading	AC	11.7	7,500.00	87,750.00
5. Storm Drainage System	AC	11.7	12,000.00	140,400.00
6. Sanitary Sewer System	LS	1		30,000.00
7. Domestic Water Service and Backflow Preventer	LS	1		15,000.00
8. Fire Hydrants, Valves and Connections	LS	1		20,000.00
9. Adjust Existing Manholes	EA	2	500.00	1,000.00
10. Concrete Paving	SF	25,887	5.50	142,378.50
11. 6" Concrete Mowcurb	LF	1,103	10.00	11,030.00
12. Recycled Headerboard	LF	100	6.00	600.00
13. Remove Post & Cable Fence	LF	1		1,200.00
14. Remove Temporary Parking Base Rock Surfacing	LS	1		14,000.00
15. Remove Recycled Plastic Header	LS	1		250.00
16. Remove 6"x6" Traffic Control Curb	LF	1		150.00
General Site Work Subtotal:				\$535,258.50
Interior Park Access Road				
17. Curb & Gutter (COV Std. Dtl. C-3)	LF	1,035	25.00	25,875.00
18. Concrete Cross Gutter (COV Std. Dtl. C-22)	EA	2	3,500.00	7,000.00
19. Asphalt Paving (2.5"/5.5")	SF	11,176	5.00	55,880.00
20. Stop Signs	EA	3	500.00	1,500.00
21. Fire Lane Striping & Signage	LS	1		7,500.00
22. Roadway Lights	LS	1		45,000.00
23. Road Barricade (COV Std. Dtl. B-1)	EA	1	3,500.00	3,500.00
Interior Park Access Road Subtotal:				\$146,255.00
Parking Lots (265 Stalls)				
24. ADA Ramp at HC Stalls	EA	12	1,500.00	18,000.00
25. Vertical Curb (COV std. Dtl. C-7)	LF	2,870	12.50	35,875.00
26. Curb & Gutter (COV std. Dtl. C-3)	LF	1,717	25.00	42,925.00
27. 30" Vee Gutter (COV Std. Dtl. C-6)	LF	194	25.00	4,850.00
28. Asphalt Paving (2"/5")	SF	100,746	4.00	402,984.00
29. Signage and Striping	LS	1		10,000.00
Parking Lots Subtotal:				\$514,634.00
Youth Baseball Complex (4 Diamonds)				
30. 20' Wide Rear Panel w/ 40' Wide Wing Panels.- 30' Tall	EA	4	35,000.00	140,000.00
31. Chain Link Fence with Planking: 12' high	LF	240	90.00	21,600.00
32. Chain Link Fence for Dugouts: 6' high	LF	480	30.00	14,400.00
33. Chain Link Fence for Sidelines & Bullpen: 8' high	LF	1,568	40.00	62,720.00
34. Chain Link Fence for Sidelines & Outfield: 6' high	LF	1,895	30.00	56,850.00
35. 20' High Outfield Screen Fence	LF	200	250.00	50,000.00
36. Maintenance & Entry Gates: 6' high x 15' wide	EA	10	600.00	6,000.00
37. Foul Ball Pole	EA	8	1,500.00	12,000.00
38. Infield Mix @ 6" Depth	CY	404	55.00	22,220.00
39. Warning Track & Foul Territory Mix @ 6" Depth	CY	601	55.00	33,055.00
40. Bullpen Mix @ 4" Depth	CY	34	55.00	1,870.00
41. Hydro-seeded Turf Outfields & Infields	SF	132,709	0.10	13,270.90
42. Bases and Pitching Rubbers	EA	4	1,200.00	4,800.00
43. Bullpen Pitching Rubbers & Home Plates	EA	8	400.00	3,200.00
44. Bat Racks	EA	8	450.00	3,600.00
45. 8' Dugout Benches	EA	24	400.00	9,600.00
46. 6' Equipment Storage Containers	EA	4	750.00	3,000.00
47. Concrete Paving	SF	26,201	5.50	144,105.50
48. 18" Mow Curb at Backstop, Sideline and Bullpen Fencing	LF	1,104	20.00	22,080.00
49. 6' Modified Score Keepers Table	EA	4	1,000.00	4,000.00

DESCRIPTION OF WORK / MATERIALS	UNIT	QUANTITY	PRICE PER UNIT	TOTAL AMOUNT
50. 48" high CMU Scorer's Table Wall	LF	88	75.00	6,600.00
51. Pre-sloped Trench Drain	LF	592	50.00	29,600.00
52. Bleachers (5 Row x 15')	EA	8	4,750.00	38,000.00
53. Youth Baseball Complex Electrical System for Lighting, Scoreboards, PA System and Outlets	LS	1		650,000.00
54. Concession/Storage/Restroom Building	LS	1		300,000.00
55. Building Electrical System	LS	1		26,200.00
56. Permanent Bollards	EA	6	250.00	1,500.00
57. Removable Bollards	EA	4	500.00	2,000.00
58. Picnic Structures	EA	2	50,000.00	100,000.00
59. Picnic Tables	EA	16	850.00	13,600.00
60. Trash Receptacles	EA	16	1,250.00	20,000.00
61. Drinking Fountains	EA	4	8,500.00	34,000.00
62. Two Rail Fence	LF	250	30.00	7,500.00
63. Scoreboards	EA	4	10,000.00	40,000.00
64. Scoreboard Conduits & Wires	EA	4	7,500.00	30,000.00
Youth Baseball Complex Subtotal:				\$1,927,371.40
Site Electrical				
65. Electrical Service & Conduits	LS	1		\$25,000.00
66. Distribution Board With Conduits & Conductors	LS	1		\$45,000.00
67. Complex Metering System & Controls	LS	1		\$25,000.00
68. Telephone Service	LS	1		\$15,000.00
69. Walkway Lights	EA	20	3,500.00	\$70,000.00
70. Parking Lot Lights	EA	16	3,500.00	56,000.00
Site Electrical Subtotal				\$236,000.00
Irrigation System				
71. Irrigation System	SF	274,985	0.55	151,241.75
72. Satellite Controller Assembly	LS	1		30,000.00
73. Communication Cable, Conduit and Splice Box	LS	1		24,000.00
Irrigation System Subtotal:				\$205,241.75
Landscaping				
74. Finish Grading	SF	274,985	0.15	41,247.75
75. Soil Amendment	SF	274,985	0.20	54,997.00
76. Placement of Steer Manure	LS	1		10,000.00
77. Bark Mulch: 3" Depth	CY	214	45.00	9,630.00
78. 15 Gallon Trees	EA	252	100.00	25,200.00
79. 24" Box Trees	EA	28	250.00	7,000.00
80. Tree Root Barriers	LF	250	6.00	1,500.00
81. Hydro-seeded Turf	SF	119,138	0.10	11,913.80
82. Shrubs & Groundcover	SF	23,138	2.50	57,845.00
83. 90-Day Landscape Maintenance Period	LS	1		15,000.00
Landscape Subtotal:				\$234,333.55
BMX Facility				
84. BMX Facility Lights	LS	1		90,000.00
85. BMX Facility Conduit & Wires	LS	1		30,000.00
BMX Facility Subtotal				\$120,000.00
Soccer Fields 9 & 10				
86. Soccer Field 9 & 10 Lights	LS	1		180,000.00
87. Soccer Field 9 & 10 Wire Pull	LS	1		54,000.00
Soccer Fields 9 & 10 Subtotal				\$234,000.00

DESCRIPTION OF WORK / MATERIALS	UNIT	QUANTITY	PRICE PER UNIT	TOTAL AMOUNT
Construction Subtotal:				\$4,153,094.20
General Conditions (10% of Construction Subtotal):				\$415,309.42
Contractor Overhead & Profit (5% of Construction Subtotal):				\$207,654.71
Contingency (10% of Subtotal):				\$415,309.42
Construction Total:				\$5,191,367.75
Design Fee:				\$332,247.54
Geotechnical Report:				\$0.00
Compaction Control & R-Values:				\$0.00
Topographic Survey:				\$0.00
Cal Water I.T.C.C. Fee (Not Applicable):				\$0.00
SCE Electrical Service Fee:				\$0.00
Caltrans Fee:				\$0.00
SBC Telephone Service Fee:				\$2,500.00
Building Fee (1600 SF @ \$6/SF):				\$9,600.00
School Development Fee - Waived (1220 SF @ \$0.33/SF):				\$0.00
Traffic Impact Fee (\$143/AC):				\$0.00
Fire Department Impact Fee - waived (\$378.81/AC):				\$0.00
Police Department Public Safety Impact Fee - waived (\$65.49/AC):				\$0.00
Waterway Acquisition Impact Fee-waived (\$200.59/AC):				\$0.00
Trunk Line Capacity Fee-waived:				\$0.00
Waste Water Treatment Plant Connection Fee-waived:				\$0.00
West Irrigation Well Design (NTE)				\$0.00
West Irrigation Pump Design (NTE)				\$0.00
City Furnished Sports Lights				\$0.00
Construction Management Service Fee (4%):				\$207,654.71
City Project Manager (2%):				\$103,827.36
Public Works Inspection Fee:				\$0.00
Project Fees Subtotal:				\$655,829.60
Project Grand Total:				\$5,847,197.35

Please note: This Preliminary Statement of Probable Cost is based on Phase II of the Revised Master Plan prepared by The HLA Group, dated June 18, 2007. It is recognized that neither the Landscape Architect nor the client has any control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices or other competitive bidding market forces. Negotiating prices will vary from any statement of probable construction cost or other estimate or evaluation prepared by the Landscape Architect. For each year until the facility is constructed, the construction costs must be adjusted for inflation based on the Construction Cost Index.

Fee Proposal

Visalia Community Sports Park – Phase II
 December 18, 2007

1. The HLA Group shall provide the services proposed in the Scope of Services for the fixed fee as follows.

A. Project Initiation and Coordination		\$ 12,500.00
B. Research and Data Collection		
* Landscape Architect	\$ 1,750.00	
* Topographic Survey Update	\$ 6,600.00	\$8,350.00
C. Programming and Schematic Design		
* Landscape Architect	\$ 1,240.00	
* Architect	\$ 5,000.00	\$ 6,240.00
D. Design Development Phase		
* Landscape Architect	\$ 20,500.00	
* Civil Engineer	\$ 16,200.00	
* Architect	\$ 8,750.00	
* Electrical Engineer	\$ 23,800.00	
* Irrigation Designer	\$ 1,500.00	\$ 70,750.00
E. Construction Documents		
* Landscape Architect	\$ 84,500.00	
* Civil Engineer	\$ 57,400.00	
* Architect	\$ 16,500.00	
* Electrical Engineer	\$ 30,600.00	
* Structural Engineer	\$ 3,500.00	
* Irrigation Designer	\$ 13,300.00	\$205,800.00
F. Bidding Services		
* Landscape Architect	\$ 3,500.00	
* Civil Engineer	\$ 1,750.00	
* Architect	\$ 1,000.00	
* Electrical Engineer	\$ 3,400.00	\$ 9,650.00
G. Construction Contract Administration		
* Landscape Architect	\$ 28,500.00	
* Civil Engineer	\$ 7,300.00	
* Architect	\$ 4,750.00	
* Electrical Engineer	\$ 10,200.00	
* Irrigation Designer	\$ 2,750.00	\$ 53,500.00

Total Fixed Fee \$366,790.00

2. Additional services are not included under this proposal. If requested and authorized in writing by the Client, such services shall be billed on a "time and materials" basis at the following hourly rates:

The HLA Group, Landscape Architects & Planners, Inc.
Professional Fee Schedule
Effective through: July 31, 2008

Principal Landscape Architect	\$155
Senior Associate Landscape Architect	\$130
Associate Landscape Architect	\$110
Project Landscape Architect	\$95
Landscape Architect/Job Captain	\$80
Senior Landscape Designer	\$70
Landscape Designer	\$60
IT Systems Manager	\$90
IT Systems Assistant	\$60
Support Staff	\$40

Quad Knopf, Inc.
Professional Fee Schedule
Effective through: July 31, 2008

Clerical	\$25
Secretarial I	\$40
Secretarial II	\$50
Secretarial III	\$60
Technician I	\$42
Technician II	\$58
Technician III	\$65
Drafter I	\$42
Drafter II	\$55
Drafter III	\$65
Two-Person Survey Crew	\$135
Three-Person Survey Crew	\$175
Two-Person Survey Crew, Prevailing	\$170
Three-Person Survey Crew, Prevailing	\$220
Two-Person GPS Survey Crew	\$170
Three-Person GPS Survey Crew	\$230
One-Person GPR Crew	\$175
Two-Person GPR Crew	\$220
Licensed Land Surveyor I	\$85
Licensed Land Surveyor II	\$104
Senior GIS Specialist	\$95
Engineer/Inspector	\$75
Engineer I	\$69
Engineer II	\$75
Engineer III	\$84
Engineer IV	\$97
Engineer V	\$111
Engineer VI	\$145
Planning Technician	\$60
Planner I	\$65
Planner II	\$90

Planner III	\$100
Planner IV	\$110
Planner V	\$120
Planner VI	\$135
Analyst IV	\$100
Principal Architect	\$115
Project Manager	\$85
Project Designer	\$75
Interior Designer	\$65
Architectural Administrator	\$55
Architectural Intern	\$65
Construction Administrator	\$85
Landscape Architect	\$84
Environmental Planner	\$108
Environmental Scientist I	\$50
Environmental Scientist II	\$55
Environmental Scientist III	\$65
Environmental Scientist IV	\$80
Environmental Scientist V	\$90
Environmental Technician	\$38
Biologist II	\$65
Expert Witness	\$175

**Canby Architecture Studio
Professional Fee Schedule
Effective through: July 31, 2008**

Principal/Architect	\$110
Principal/Civil Engineer	\$110
Senior Architect	\$95
Architect	\$85
Senior Civil Engineer	\$110
Civil Engineer	\$75
Project Manager/Specification Writer	\$60
Engineer-in-Training III	\$65
Engineer-in-Training II	\$55
Engineer-in-Training I	\$45
Intern Architect III	\$60
Intern Architect II	\$50
Intern Architect I	\$45
CADD Draftsperson III	\$55
CADD Draftsperson II	\$45
CADD Draftsperson I	\$35
Office Assistant	\$25
CADD/Plotting	\$25

Gurcinas & Associates, Inc.
Professional Fee Schedule
Electrical/Technology Engineering Services
Effective through: July 31, 2008

Principal Engineer	\$165
Senior Engineer / Project Manager	\$105
Senior Designer	\$95
Designer	\$87
Senior CADD Technician	\$70
Technical Staff	\$65
Staff	\$60

Sherman, Johnson Associates
Professional Fee Schedule
Effective through: July 31, 2008

Principal	\$50
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3. Reimbursable expenses are not included in the above proposed fee schedule. Such expenses include, but are not limited to, outside computer time charges, telecommunication charges, lodging, mileage, and travel out of town, blueprinting and reprographics, postage, rental of equipment and vehicles, messenger and/or delivery charges, photographic supplies, and soil fertility processing. Charges for reimbursable expenses are computed at 1.15 times actual cost. Reimbursable expenses shall not exceed Fifteen Thousand Five-Hundred Dollars (\$15,500.00) without City's written authorization.
4. Additional expense incurred by the Landscape Architect during construction due to site plan changes or changes in the contract documents caused by the failure of the City to provide adequate information will not be the responsibility of the Landscape Architect. Services that may be necessary to correct the contract documents will be billed as Additional Services.
5. The City shall designate a person responsible for design direction to The HLA Group for this project and has the authority for design approval. In the event that the design as approved by the City's project manager is rejected by others, and re-design is required, such re-design services shall be compensated as Additional Services.
6. Revisions and changes in approved construction documents and the preparation of alternate or deductive bid items requested by the City shall be compensated as Additional Services.
7. Services for prolonged construction observation services (exceeding the 280 calendar day construction period) caused by the construction period being extended, through no fault of The HLA Group, shall be compensated as additional services.
8. All drawings, specifications, documents, data and other products used during the life of the project shall remain in the public domain and remain the property of the City. All professional and technical information, drawings and related data developed under the Consultant

Services Agreement shall not be used by the City in part of or in whole on any other project without the written consent of The HLA Group.

9. A finance charge of 1-1/2% per month, or the maximum amount allowed by law, will be charged on past due accounts. Failure to honor any of the billing within this time will justify cessation of further services. Legal expenses necessary for the collection of delinquent fees will be paid by the prevailing party.
10. Invoices shall be submitted on the twenty-fifth of each month based on work completed to that date. Accounts are due and payable within thirty days of receipt.
11. This fee proposal shall be valid for ninety (90) days from the date of proposal. The HLA Group reserves the right to resubmit this fee proposal if the contract is not executed within this ninety (90) day period.
12. Landscape architects are regulated by the State of California. Any questions concerning a landscape architect may be referred to the Landscape Architects Technical Committee at: 400 R Street, Suite 4000, Sacramento, California 95814, (916) 445-4954.



December 18, 2007

Mr. Don Stone
Park & Urban Forestry Manager
Parks and Recreation
City of Visalia
345 North Jacob Street
Visalia, California 93291

VISALIA RIVERWAY SPORTS PARK – PHASE II
Visalia, California
PROPOSAL FOR CONSULTANT SERVICES

Dear Don:

The HLA Group is pleased to submit this proposal for professional services on the above referenced project. Our scope of work, based on the City approved Riverway Sports Park Master Plan and Phase II Improvement exhibit (dated June 18, 2007).

The Phase II improvements, approximately 12-acres, will include the development of the youth baseball complex, associated parking, and the extension of the interior park road west to the complex. The youth baseball complex will be developed to accommodate tournament level play and includes field lighting, controlled access and a restroom/concession building. This phase will also include the lighting of the BMX facility and the lighting of the two soccer fields (field nos. 9 and 10) at the southwest corner of the park.

Attached with this letter is the Phase II scope of services and fee proposal for your review.

We look forward to continuing to work with your City. If you have any questions regarding this proposal whatsoever, please do not hesitate to call me directly. We will commence work upon your direction.

Sincerely,

THE HLA GROUP, Landscape Architects & Planners, Inc.

Steven Canada
Principal Landscape Architect

1050 Twentieth Street
Suite 200
Sacramento, CA
95814
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Visalia Riverway Sports Park – Phase II Scope of Services

The following is the proposed Scope of Services for the Riverway Sports Park – Phase II. It represents our approach for providing the services required for the Phase II on-site improvements for the project based on the City approved Phase II Master Plan (dated June 18, 2007).

Task 1.0 - Project Initiation and Coordination

- 1.1 Immediately upon contract authorization, The HLA Group shall meet with City representatives to discuss and develop the following:
 - A. Develop project goals and expectations. Establish work plan and project schedule.
 - B. Develop project management procedures and identify City Project Manager assigned to the project.
 - C. Discuss project construction budget parameters.
 - D. Discuss the project background history and development status of the adjacent Shannon Ranch project west of Giddings Street.
 - E. Establish a Project Development Team consisting of City staff from the various departments of the City associated with this project. The role of the Project Development Team is to provide information and review to the consultant team throughout the duration of the project.
- 1.2 The HLA Group and the City shall continue to hold scheduled coordination meetings to facilitate exchange of data and concepts relevant to the project, review work products, receive input and feedback, and to insure that the project schedule is met (six (6) coordination meetings total).

Work Products:

1. Six (6) consultant team coordination meetings with City staff and/or Project Development Team in addition to the meetings listed under each task of this proposal.

Task 2.0 - Research and Data Collection

- 2.1 Review all existing Phase I as-built drawings and incorporate the information into the Phase II improvement plans.
- 2.2 Review the Initial Study and Mitigated Negative Declaration to incorporate the mitigation measures into the project.
- 2.3 Contact the applicable utility companies for their requirements for the continuation of existing utilities into the Phase II project area.
- 2.4 Review City of Visalia Improvement Standards and incorporate into the project.
- 2.5 Review Site Geotechnical Report provided by the City. Incorporate the findings and recommendations of the report into the project. The City shall provide an updated version of the Site Geotechnical Report for Phase II.

- 2.6 Review of existing City park maintenance practices, equipment, manpower and budget allocated to the operations and maintenance for this project.
- 2.7 Review the plans and specifications of the Phase I well and irrigation booster pumping station, including the specifications for the VFD equipment. Confirm the Phase I water supply output (gallons per minute) and Phase I irrigation watering window (total hours of operation) with City maintenance personnel.
- 2.8 Review of the existing site topographic survey provided by the City. Phase II of the project requires tying into or conforming to the improvements constructed during Phase I. It will be necessary to update the existing topographic survey with the Phase I new construction locations and elevations, in order to provide a complete and accurate set of construction plans.

Work Products:

1. Comprehensive review of all relevant project information.
2. Field survey to update the existing topographic survey.

**Task 3.0 - Programming and Schematic Design Phase
(Restroom/Concession Building)**

- 3.1 Meet with City staff and sports league representatives to develop programming requirements for the restroom/concession building. Prepare written summation of the building program.
- 3.2 Conduct tour of the Phase I restroom/concession building with City staff and incorporate any recommendations into the design program for the Phase II restroom/concession building.
- 3.3 Submit building program for City review and comment.
- 3.4 Based on the programming comments received from the City, a schematic building floor plan and exterior elevation shall be prepared. It is understood that the building architecture will match the Phase I architectural style and building materials.
- 3.5 Prepare statement of probable construction cost based on schematic building plans.
- 3.6 Present the schematic building floor plan and elevations to City and sports league representatives for review and comment. Address review comments.

Work Products:

1. Building program requirements.
2. Schematic building floor plan and exterior elevation.
3. Preliminary statement of probable construction costs for the building.
4. Presentation of schematic building floor plan and exterior elevation.

Task 4.0 - Design Development Phase

- 4.1 Attend programming meeting with City staff and youth sports league representatives to determine the specific program requirements for the Phase II improvements and the youth baseball complex.
- 4.2 Coordinate with the Civil Engineering firm of the temporary detention basin proposed for the softball complex area, including the Phase II storm drainage requirements and the need to drain the Phase II area into the basin.
- 4.3 Based on comments received from City staff, the Project Development Team and utility companies/City departments on their review of the data collected (Task 2.0), the schematic design plans of the building (Task 3.0) and the written Phase II design program the consultant team shall prepare design development plans for the Phase II on-site improvements. The design development phase shall be prepared as the 30% project submittal.
 - A. Prepare Phase II design development plans that illustrate the character (design theme for the project), size and locations of the proposed elements, including all recreational facilities, on-site roadway designs, parking lot design, pavement design, sections, sanitary sewer, storm drainage and domestic (potable and fire) system designs, temporary storm drainage basin design, site lighting, irrigation and landscape design concepts.
 - B. Prepare Phase II design development plans for the restroom/concession building that establish the floor plan and exterior elevations of the building.
 - C. Prepare design development submittal package for the Phase II on-site improvements that includes preliminary construction details, materials and/or product manufacturers catalog cut sheets. The intent of this package is to continue the "design theme" established in the Phase I improvements.
 - D. Prepare update to the statement of probable construction costs based on the Phase II on-site design development submittal.
 - E. Present design development submittal of the youth baseball complex and restroom/concession building in a meeting with City staff and youth sports league representatives. Address review comments.
- 4.4 Submit design development plans and statements of probable construction costs for the Phase II on-site improvements to City staff, Site Development Team, and utility companies for their review and comments. Address design development submittal comments.
- 4.5 Present design development plans, submittal package, statement of probable construction costs for the Phase II on-site improvements in a joint-session of the Parks & Recreation Commission and the City Council for their approval.

Work Products:

1. Prepare written design program requirements for the Phase II improvements.
2. Prepare Phase II on-site design development plans and submittal package. Submit five (5) sets of plans.
3. Prepare update to statement of probable construction costs for the Phase I on-site and off-site improvements.
4. Present design development submittal to youth sports league representatives.

5. Submit Phase II on-site improvements design development plans, submittal package, and statement of probable costs for review and comment. Address review comments.
7. Presentation of Phase II on-site improvement design development plans, submittal package and statement of probable construction costs for approval by the Parks & Recreation Commission and City Council.

Task 5.0 - Construction Documents

Prepare construction documents (plans, specifications, and bid documents) based on the approved design development plans and submittal package. These documents shall set the requirements for construction of Phase II improvements.

5.1 Phase II On-Site Improvement Construction Documents

- A. Project Cover Sheet with sheet index and approved signature block.
- B. Layout Plans for the proposed work, including detailed enlargements for the baseball diamonds and core area of the complex.
- C. Grading Plans that include proposed contours and spot elevations.
- D. Utility Plans for the sanitary sewer, storm drainage and water (potable & fire) facilities. California Water Service shall prepare the on-site water system design and construction plans. We shall provide California Water Service with AutoCAD files of the on-site plans for their use in preparing their plans.
- E. Update the Phase I Storm Water Pollution Prevention Plan (SWPPP) to include the Phase II improvement area. The City shall file the Notice of Intent.
- F. Irrigation Plan that incorporate the parks department standard equipment, details and connection to the Phase I well and pumping station.
- G. Planting Plan.
- H. Architectural plans for the restroom/concessions building, including structural, mechanical and electrical engineering.
- I. Electrical Plans: prepare electrical plans that include the following:
 1. Coordinate electrical and phone service with the associated utility agencies and incorporate their requirements into the construction documents.
 2. Design and layout metered service pedestal with power distribution for Phase II and accommodation for future phases.
 3. Design and layout exterior lighting systems, controls and receptacles for Phase II site lighting (walkway), interior roadways, parking and convenience receptacles.
 4. Design and layout power connection to irrigation controllers.
 5. Design and layout tournament level lighting and control systems for the youth baseball complex. The City shall purchase the Musco Sport Lighting system.
 6. Design and layout scoreboard and P.A. systems for the youth baseball complex.
 7. Design and layout tournament level lighting for Phase I Soccer Fields Nos. 9 and 10. The City shall purchase the Musco Sport Lighting system.
 8. Design and layout the site lighting system for the Phase I BMX facility.
 9. Design and layout telephone service conduit for irrigation central control and telephone locations at restroom/concession building.
 10. Design and layout empty electrical conduits to accommodate future phases that cross the Phase II improvement area.
- J. Construction details for the proposed work, including structural engineering for the entry walls, baseball backstops, and light pole footings.
- K. 50% Review Submittal: Submit construction drawings and outline of technical specifications for review by the City. Address review comments.

- L. Prepare technical specifications for the proposed work using CSI format, including bid documents with quantities for a unit price construction contract. Project manual front-end documents shall be provided by the City. The specifications shall include references to City specifications and the Caltrans Standard Specifications.
- M. 90% Review Submittal: Submit construction drawings and outline of technical specifications for review by the City. Address review comments.
- N. 100% Review Submittal: Final submittal of construction documents for review by the City. Address final review comments.
- O. Attend review meetings with the City for each review submittal (50%, 90% and 100%).
- P. Submit final construction documents for City approval and associated utility agencies approvals, including processing and obtaining a City Building Permit.
- Q. Prepare final statement of probable construction costs based on final construction documents with bid items and unit prices.

Work Products:

- 1. Submit five (5) sets of plans, specifications and cost estimates at each of the 50%, 90%, and 100% submittals.
- 2. Attend review meetings for each submittal (50%, 90%, and 100%).
- 3. One complete original set of construction plans, specifications and cost estimate for the Phase II On-Site Improvements.

Task 6.0 - Bidding Services

6.1 Bidding Services

- A. The City shall advertise for bids, print, package and distribute contract documents.
- B. Attend pre-bid conference and provide any other required bidding consultation to the City.
- C. Answer contractor's questions during bidding, and prepare clarifications and addenda as required.
- D. Assist staff in appraising bid proposals.
- E. The City will prepare the contractor's contract and acquire appropriate signatures.

Work Products:

- 1. Attend pre-bid conference.
- 2. Prepare clarifications and addenda as required.

Task 7.0 - Construction Administration

7.1 The construction observation services for this proposal are based on a two hundred eighty (280) calendar day construction period.

- A. Attend two pre-construction conferences and render any interpretation necessary for the Contractor (one conference at the start of project and one conference at the start of the irrigation system work).
- B. Review and approve, or take appropriate action, upon material and sample submittals, substitution and/or equal submittals and shop drawings.
- C. Visit the project site as requested by the City, to become generally familiar with the progress and quality of construction and to determine, in general, if the construction is proceeding in accordance with The HLA Group's design intent and conforming to

the construction documents. On the basis of these observations, The HLA Group shall keep the City informed of the progress of construction. The HLA Group shall endeavor to secure compliance by the contractor to the construction documents. The HLA Group shall not be responsible for the safety of the construction site, construction means, methods, techniques, sequences or procedures in connection with the work and shall not be responsible for the contractor's errors or omissions or failures to carry out the work in accordance with the contract documents (twelve site visits total).

- D. Render any interpretation or clarification necessary for the proper execution or progress of the work.
- E. All communication with contractor and site visits shall be documented in written form (field reports, etc.) and transmitted through authorized personnel.
- F. Prepare and issue field reports and change orders, as required, and transmit to authorized personnel.
- G. Provide site observation walk-through and prepare 'punch list' of items to be corrected and/or completed before project maintenance period can commence (three site visits total).
- H. Provide final acceptance observation and issue Notice of Final Acceptance for City authorization (two site visits total).
- I. Review and forward to the City the project record drawings, written warranties, and other related documents, as specified in the Contract documents and prepared by the contractor. The HLA Group is not responsible for the accuracy of the information provided by others, and shall not be responsible for any errors or omissions which may be incorporated within these documents.
- J. The City shall be responsible for providing under this service option:
 - 1. Full-time construction administration services.
 - 2. All compaction and material testing (i.e. concrete cylinder testing, etc.) shall be provided by the City or an independent testing lab retained by the City.
 - 3. Compliance and administrative requirements related to labor laws, prevailing wages, California Labor Code and Affirmative Action Programs.
 - 4. Verify the quantities and amounts owed to the Contractor based on the progress of work and the Contractors' Certificates of Payment requests. The HLA Group shall review the Certificates of Payment and transmit to the City for final authorization and payment.

Exclusions to Scope of Services

- A. The City shall provide the following information or services as required for performance of the work. The HLA Group and its consultants assume no responsibility for the accuracy of such information or services and shall not be liable for error or omissions therein. Should The HLA Group and its consultants be required to provide services in obtaining or coordinating compilation of this information, such services shall be charged as Additional Services.
 - 1. Boundary survey, benchmark datum, and legal descriptions of the parcel.
 - 2. As-built improvement plans for the adjacent River Way
 - 3. As-built plans of the Phase I improvements.
 - 4. Plans and specifications of the Phase I well pumping and irrigation booster pumping station, including the specifications for the VFD equipment.
 - 5. Discovery or removal procedures for hazardous waste, wells, underground tanks and archaeological artifacts.
 - 6. Environmental assessment prepared for the park master plan by the City.

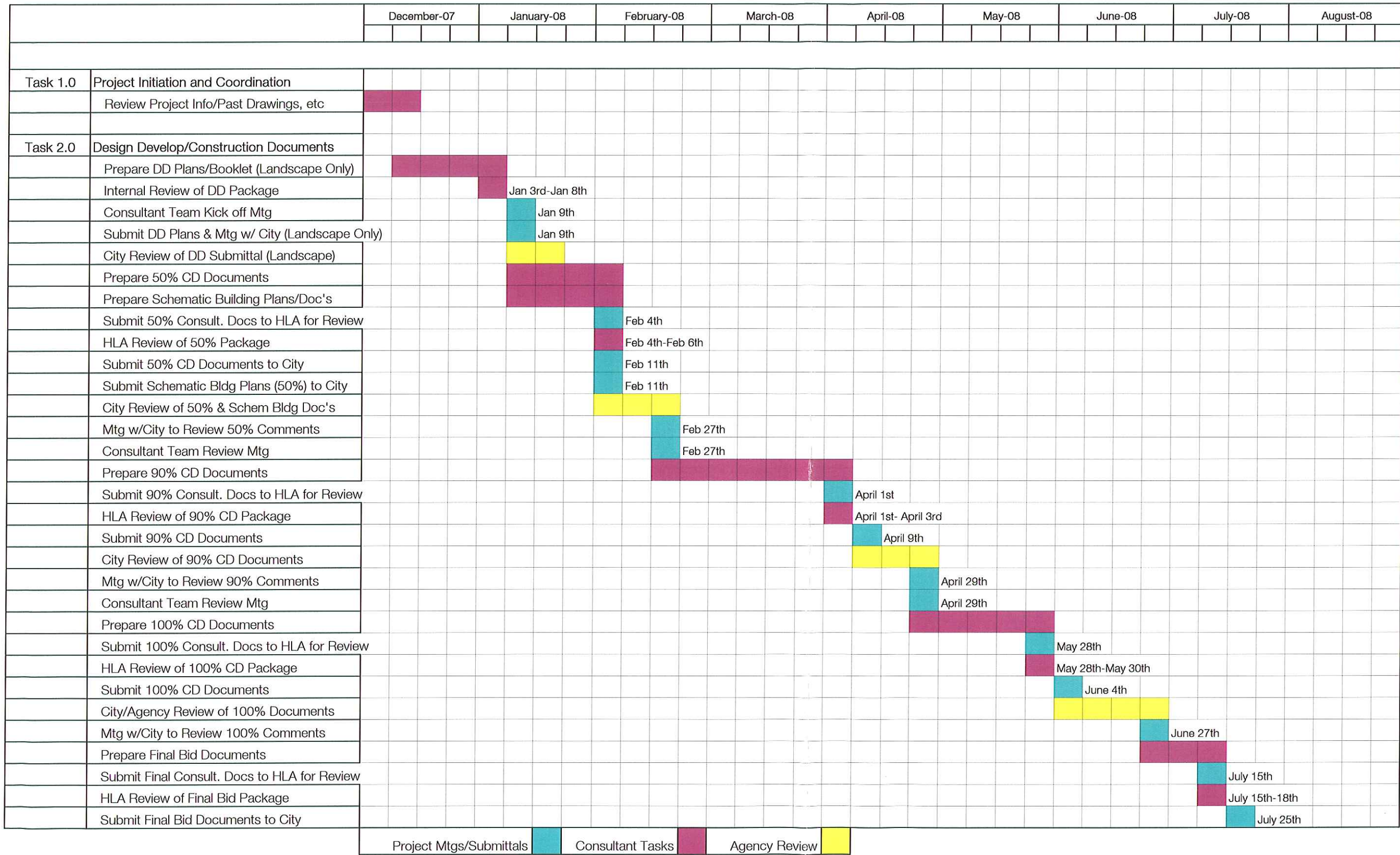
7. Permit, plan checking, inspection and other agencies fees, including utility services/connection and application fees.
8. On-site water system design and construction plan. These plans shall be prepared by California Water Service.
9. Design of second (southwest corner) well pumping and irrigation booster station.
10. Site Geotechnical Report update.
11. Observation and monitoring required under the SWPPP permit.

Anticipated Project Schedule

Visalia Riverway Sports Park - Phase 2

Date: December 15, 2007

Prepared by: The HLA Group



**City of Visalia
Agenda Item Transmittal**

Meeting Date: January 29, 2008

Agenda Item Number (Assigned by City Clerk): 1b

Agenda Item Wording: Authorization to record the final parcel map of Tentative Parcel Map 2006-01, located on the southeast corner of Santa Fe Street and Cypress Avenue. APN 097-101-001

Deadline for Action: N/A

Submitting Department: Public Works/Engineering

Contact Name and Phone Number:

Andrew Benelli (559)713-4340
Adrian Rubalcaba (559)713-4271

Department Recommendation: Staff recommends that City Council approve the recordation of the final parcel map of Tentative Parcel Map 2006-01 located on the southeast corner of Santa Fe Street and Cypress Avenue. APN 097-101-001

Summary/background: The final parcel map is creating three parcels in the R-M-3 Zone. Right-of-way along Santa Fe Street and a portion of the southeast corner at the intersection of Cypress Avenue and Santa Fe Street is being dedicated by this map. The subdivider, Wayne Scott, is required to comply with all provisions within Resolution 2007-55, approved by City Council on June 18, 2007. As required per said resolution, prior to recordation of a Final Map, an Operational Management Plan shall be submitted for review and approval by the City Planner. The following items are required to be addressed and/or resolved:

- a. The maintenance of landscaping for the associated properties.
- b. The maintenance of private drives and open space parking.
- c. The maintenance of the fences, on-site lighting and other improvements that are not along the public street frontages.
- d. Enforcing all provisions covered by Covenants, Conditions, and Restrictions (CC&R's) that are placed on the property.
- e. Enforcing all provisions of the Model Good Neighbor Policies as specified by Resolution of the Planning Commission.
- f. The owner(s) shall comply with the Good Neighbor Policies and shall upgrade the site which includes repairing all fencing, painting all buildings and structures, and installing landscaping and irrigation prior to the recordation of the final map.

For action by:

City Council
 Redev. Agency Bd.
 Cap. Impr. Corp.
 VPFA

For placement on which agenda:

Work Session
 Closed Session

Regular Session:

Consent Calendar
 Regular Item
 Public Hearing

Est. Time (Min.): 1

Review:

Dept. Head _____
(Initials & date required)

Finance _____
City Atty _____
(Initials & date required or N/A)

City Mgr _____
(Initials Required)

If report is being re-routed after revisions leave date of initials if no significant change has affected Finance or City Attorney Review.

The following is an explanation of how each said required item has been addressed:

a. The maintenance of landscaping for the associated properties.

The property owner has removed debris from the site and has contracted with a property management company for two years to maintain the property. The contract allows the property management company to hire a landscaping service company to provide weekly upkeep of the entire site. The Good Neighbor Policies will remain in effect for the duration of the apartment complex. Each property owner will be responsible and accountable for their property unless the contract for property management is extended beyond two years. The two year period for a property management company is consistent with past property maintenance decisions and conditions.

b. The maintenance of private drives and open space parking.

The property owner has contracted with a property management company. The contract allows the property management company to hire a service company to provide weekly upkeep of the entire site.

c. The maintenance of the fences, on-site lighting and other improvements that are not along the public street frontages.

The property owner has installed new fencing along the South Santa Fe Street frontage and has replaced existing fencing used to provide private patio areas for the tenants with new fencing. In addition, the property management company has the authority to resolve maintenance repairs when notified by a tenant and/or during routing upkeep.

d. Enforcing all provisions covered by Covenants, Conditions, and Restrictions (CC&R's) that are placed on the property.

The property owner has recorded CC&R's which contain the Good Neighbor Policies (GNP's). Although the City does not enforce CC&R's, the City does enforce project conditions thereby making these conditions enforceable. In addition, incorporating the GNP's into the CC&R's will ensure that any future owner and tenant of the site are notified of these policies and requirements.

e. Enforcing all provisions of the Model Good Neighbor Policies as specified by Resolution of the Planning Commission.

The property owner has recorded CC&R's which contain the GNP's. Although the City does not enforce CC&R's, the City does enforce project conditions thereby making these conditions enforceable. In addition, incorporating the GNP's into the CC&R's will ensure that any future owner and tenant of the site are notified of these policies and requirements.

f. The owner(s) shall comply with the Good Neighbor Policies and shall upgrade the site which includes repairing all fencing, painting all buildings and structures, and installing landscaping and irrigation prior to the recordation of the final map.

Prior to the submittal of the final parcel map, the property owner has replaced all wood fencing with new fencing along the perimeter of the site and portions within the interior. In addition, the owner has repainted all buildings and has kept the property free and clear of trash and rubbish.

Prior Council/Board Actions: Appeal of Planning Commission approval of Tentative Parcel Map 2006-01, dated May 24, 2007. Resolution No. 2007-55 denying appeal and approving Tentative Parcel Map 2006-01, dated June 18, 2007.

Committee/Commission Review and Actions: Tentative Parcel Map 2006-01 was approved by the Planning Commission on May 14, 2007.

Alternatives: N/A

Attachments: Location Map, Final Map, Ownership Disclosure, Exhibit A

Recommended Motion (and Alternative Motions if expected):

I move to authorize recordation of the final parcel map of Tentative Parcel Map 2006-01.

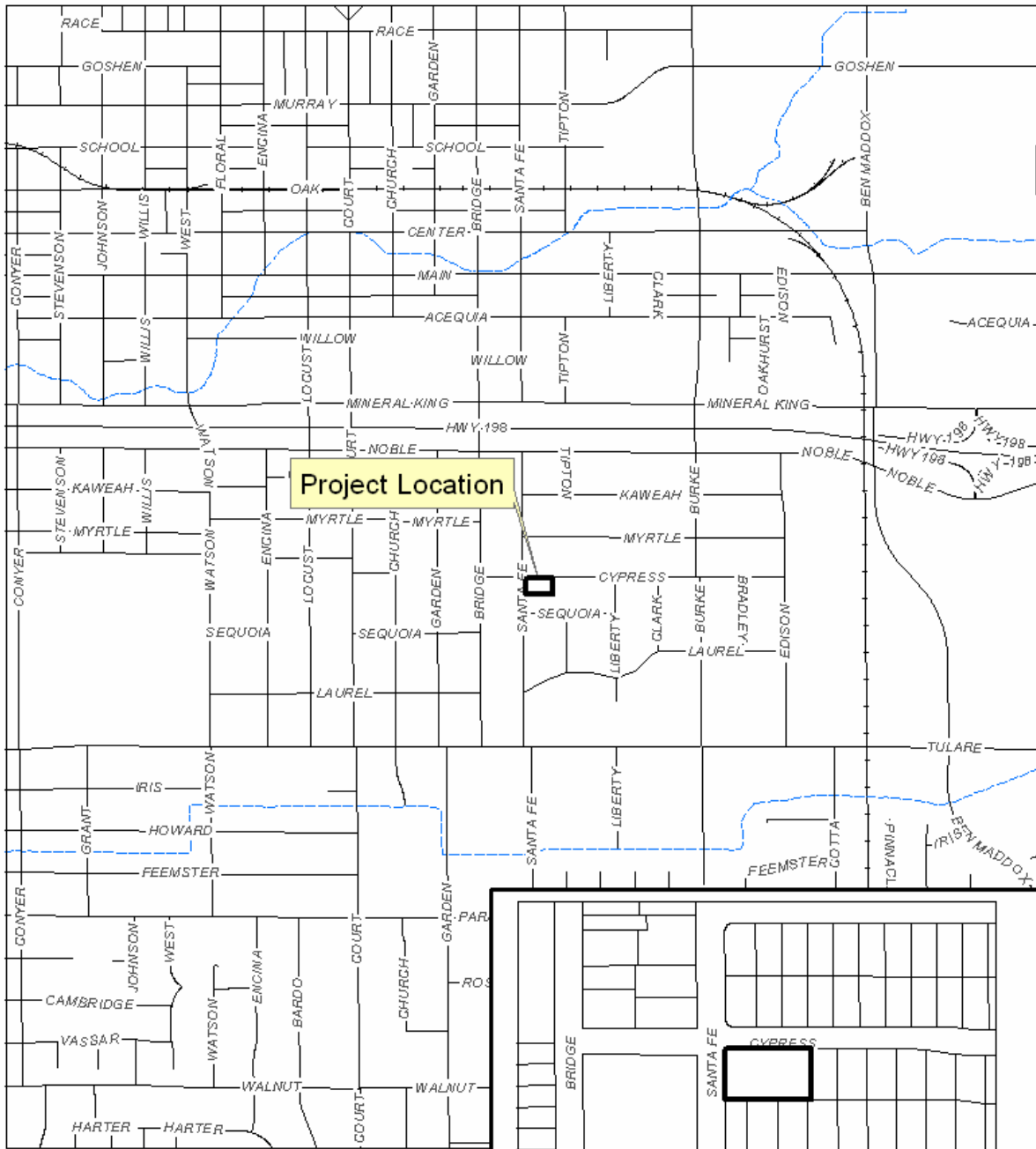
Environmental Assessment Status

CEQA Review:

NEPA Review:

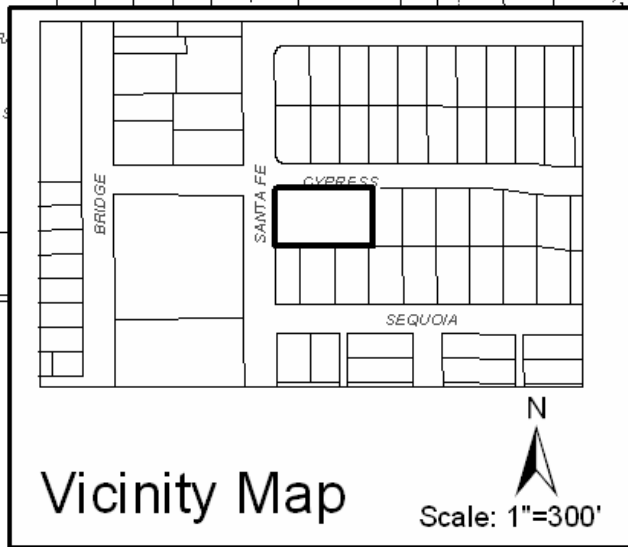
Tracking Information: *(Staff must list/include appropriate review, assessment, appointment and contract dates and other information that needs to be followed up on at a future date)*

Copies of this report have been provided to:



Parcel Map
2006-01
Location Map

N
Scale: 1"=1000'



Vicinity Map

N
Scale: 1"=300'



CITY OF VISALIA Ownership Disclosure

SITE:

Address or APN(s) 097-101-001
 Short Title or Name of proposed project Scott-Duerre Parcel Map
 Summary description of the proposed project Divide 12 units Apartments
in to 3 4plexes

PROPERTY OWNER(S):

If more than two owners, please provide information and signature(s) on a separate sheet.

Name (print) <u>Wayne Scott</u>	Name (print) <u>Steve Duerre</u>
Mailing Address <u>P.O. Box 4288</u>	Mailing Address <u>210 S. Mooney Blvd #E Visalia 93291</u>
Phone <u>559-300-3709</u>	Phone <u>559-732-8800</u>

Statement: I/We declare under penalty of perjury that I am/we are the legal owner(s) of the property involved in this application. I/We authorize the person named in this application as the Project Main Contact to act as my/our representative with City Staff regarding the processing of this application.

12-7-07
Date

Wayne Scott
Property Owner Signature

Wayne Scott Owner
Print Name & Title

12/7/07
Date

[Signature]
Property Owner Signature

Steve Duerre - owner
Print Name & Title

OTHER INVOLVED PARTIES:

Fill in all that apply.

It is planned that the property will be sold to _____
(Write "none" if property owner(s) do not plan to sell property.)

Developer/Builder _____

Mailing Address _____

Phone _____ Fax _____

EXHIBIT A



EXHIBIT A



NEW FENCING FRONTING SANTA FE STREET



NEW FENCING FOR PRIVATE PATIO AREAS