

DOST ENGINEERING

PLANNING, DESIGN & CONSTRUCTION SUPPORT

41735 Winchester Road, Suite F

Temecula, CA 92590

Tel: 951-297-9047, Cell: 619-587-3300

Email: fdost@dost-engineering.com

www.dost-engineering.com

To: Jason Simpson
City of Lake Elsinore
130 S. Main Street
Lake Elsinore, CA 92530

SUBJECT: Design and Construction Support Services for SB 821 – Palomar Trail

Thank you for providing me the opportunity to propose on and provide the City of Lake Elsinore with the detailed project scope of work, schedule, and design budget for the Palomar Class 1 Multi-Use Trail.

1. Project Understanding

This project will construct minimum 12 feet wide and 2,500 linear feet long ADA Compliant paved Multi-Use trail including fence, pedestrian and bicycle amenities as desired by City, striping plan, access gate, solar bollard lights and other facilities required throughout the project along Palomar Channel. Please see attached Exhibit A – SCOPE OF WORK for details, locations and work to be completed.

A draft Professional Survey of the project limits has been completed. To assure a comprehensive scope a site visit/field reconnaissance will need to be conducted to capture all the project needs. Based on preliminary review of the Survey Files, certain items are missing and will need to be added as part of the Final Survey.

This project will be constructed within the RCFC Right of Way. A Cooperative Agreement for maintenance and an Encroachment permit will be required from RCFC prior to completion of project documents and construction. Cooperative Agreement must be started as soon as possible to avoid delays to project. Fees associated to RCFC permits are not included in this proposal.

The City may also be interested in installing Solar or Electrical bollards or lights to illuminate the trail for public safety. Electrical plans and services are not included in this scope of work. Solar bollards are included in this scope if the City desires.

The City and RCFC may also be required to provide a continuous chain link or wrought iron fence to delineate the trail from the Palomar Channel and for public safety. In addition, RCFC may request for an access gate to access the channel.

This project also requires striping plans and signs for Class 1 bike lane and Multi-Use Trail.

Amenities such as trash receptacle and benches and bike lockers may be desired and are included in this proposal.

Based on my understanding of this project, this project will not require Geotechnical Report, Drainage Report, Hydrology and Hydraulics Report, SWPPP or WQMP. Items specifically not mentioned in the below scope of work are assumed to be not required, any additional plans, reports and studies will be considered outside the scope of work.

Dost Engineering will provide Draft TPG for the City as record for compliance should one be desired.

2. Scope of Work

Dost Engineering will prepare and complete the following documents and items as necessary to complete the project. All submittals to the City will be checked for quality assurance and quality control (QA/QC) prior to submittal.

- Conceptual Plans –Prepare conceptual plans showing critical elements of the project. This task will be subject to as many changes as required before finalizing the Concept Plan. Dost Engineering will review the concepts with the City and RCFC and implement any changes resulting from Agencies comments and concerns. Upon final approval from the City, Dost Engineering will finalize the Concept Plan and commence work on the Grading and Improvement Plans.
- Grading, Improvement, Striping and Erosion Control Plans – Prepare a 90%, 100% and Final Construction Plans.
 - The 100% plans will include all the necessary sheets including, but not limited to, Title Sheet and Notes, Grading, Improvement and Striping Plans, Erosion Control Plans and Notes, Details and Sections as necessary to develop a complete and clear plans for construction with minimum RFI's from contractors.

- Specifications and Cost Estimates – Provide all the necessary Specifications and Cost Estimates as requested and as needed for the project. I will ensure the Specifications, Bid Schedule and Project Plans are consistent and correspond to each as this will ensure minimum RFI's and surprises during construction.
- Construction Support – Respond to RFI's, Assist with Bid Addendums, Attend Pre-Construction meeting, Onsite meeting during construction as requested, review and negotiate change orders, review and approve submittals and other needed services as requested prior to and during construction.
- Meeting and Coordination – Meeting and Conference calls as requested and needed for the project. Prepare exhibits and presentations and coordinate with City and other relevant stakeholders.

3. Submittal Schedule

Upon Notice to Proceed (Assume December 10th)

December 28st - Submit Conceptual Plans

January 4th – Receive City and RCFC comments and concerns on Concept Plans (may also include conference calls and meetings to expedite)

February 1st – Submit 90% PS&E

February 8th – Receive City and RCFC comments and concerns on 90% PS&E (may also include conference calls and meetings to expedite)

February 22nd – Submit 100% PS&E

February 22nd until project completion – Construction Support

NOTE: RCFC Cooperative Agreement and Encroachment Permit must be initiated as soon as possible as that is the only major item that can delay the project.

4. Deliverables

Hardcopies and AutoCAD files of all the project documents.

1. PDF Full and Half size Concept Plans (Hardcopies if desired)
2. PDF 90% Full and Half size of PS&E (Hardcopies if desired)
3. PDF 100% Full and Half size of PS&E (Hardcopies if desired)
4. PDF Final Full and Half size of PS&E (Hardcopies if desired)
 - a. Signed Mylars.
 - b. AutoCAD Files

5. Compensation

City is able to make as many changes as necessary to complete this project to their satisfaction. Dost Engineering will not charge for additional changes unless completely outside of Scope of Work. This means City can make changes even at 100% submittal based on new information, requests from upper managements, changes due to adjacent property owner's needs, at the request of the Council or any other reasonable changes to make the project more desirable and successful.

Dost Engineering shall complete the tasks identified above, and shall invoice monthly on percentage of items as shown below.

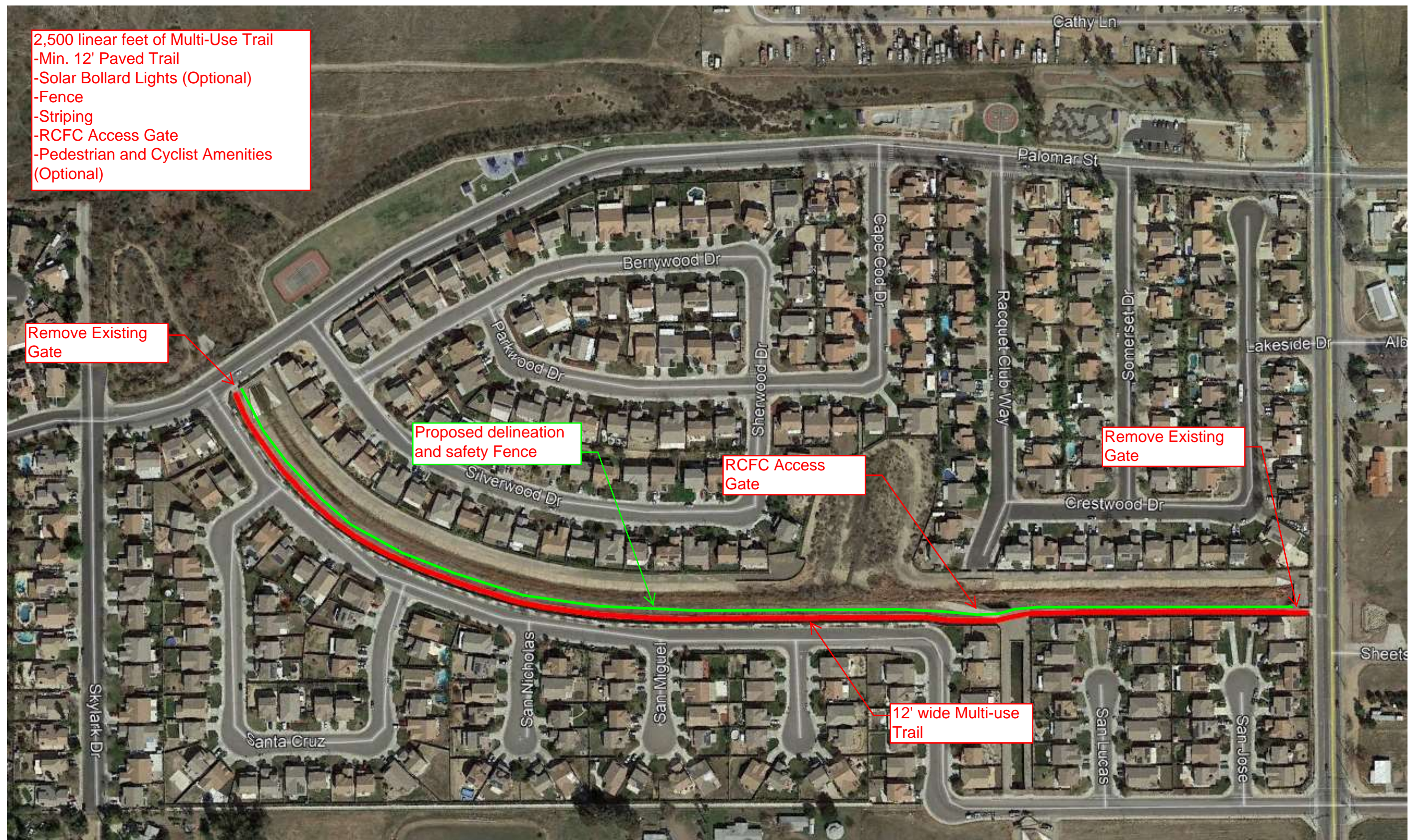
Conceptual Plans	\$2,000
Grading, Improvement and Erosion Control Plans	\$15,000
Specifications and Cost Estimates	\$2,500
Construction Support	\$2,500
Meeting and Coordination	\$3,500
Reimbursable(s)	\$1,000
Total Compensation	\$26,500

Dost Engineering appreciates the opportunity to propose on this project, I hope this proposal meets the City's needs and is within the design budget. Dost Engineering can beat any proposal at least 5% assuming same scope of work is being proposed on. The above estimate assumes full design project documents submittals, no hidden or unreasonable change order are anticipated.

Sincerely,

Farid Dost

Farid Dost, PE, QSD
Principal Engineer



NOTES:

1. The Survey files we received are in draft form, the next phase is to finalize the survey files. We can add these missing and additional areas to the scope as part of Final Survey Submittal.
2. All the above elements are included in the project scope and fees, Electrical Plans if required are not included. City may decide to widen the roadway at no additional fees, conceptual plans will provide such options for City to determine which option is best.



North

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To: Jason Simpson
City of Lake Elsinore
130 S. Main Street
Lake Elsinore, CA 92530

SUBJECT: Design and Construction Support Services for SB 821 - W. Sumner
Avenue, Mohr Street, Davis Street Missing Link Sidewalk

Thank you for providing me the opportunity to propose on and provide the City of Lake Elsinore with the detailed project scope of work, schedule, and design budget for the W. Sumner, Mohr Street, Davis Street missing link sidewalk project.

1. Project Understanding

This project will construct approximately 1,225 linear feet of ADA Compliant sidewalk, curb and gutter, curb ramps, retaining walls, driveways, and other facilities required throughout the project along W. Sumner Avenue, Mohr and Davis Street. In addition, it will require addressing the drainage issues. Please see attached Exhibit A – SCOPE OF WORK for details, locations, and work to be completed.

A draft Professional Survey of the project limits has been completed. To assure a comprehensive scope a site visit/field reconnaissance will need to be conducted to capture all the project needs. Based on preliminary review of the Survey Files, certain items and locations are missing and it will need to be added as part of the Final Survey.

This project also requires special attention to drainage improvements along Sumner & Mohr Street that currently ponds and floods driveways of the adjacent property owners.

Based on my understanding of this project, this project will not require Geotechnical Report, Drainage Report, Hydrology and Hydraulics Report, SWPPP, WQMP or

Transportation Project Guidance Template (TPG). Items specifically not mentioned in the below scope of work are assumed to be not required, any additional plans, reports and studies will be considered outside the scope of work.

Based on my preliminary assessment of the Survey files, there is no ROW acquisition required. All proposed improvements will be within Public ROW.

2. Scope of Work

Dost Engineering will prepare and complete the following documents and items as necessary to complete the project. All submittals to the City will be checked for quality assurance and quality control (QA/QC) prior to submittal.

- Conceptual Plans –Prepare conceptual plans showing critical elements of the project. This task will be subject to as many changes as required before finalizing the Concept Plan. Dost Engineering will review the concepts with the City and implement any changes resulting from City's comments and concerns. Upon final approval from the City, Dost Engineering will finalize the Concept Plan and commence work on the Grading and Improvement Plans.
- Grading, Improvement and Erosion Control Plans – Prepare a 90%, 100% and Final Construction Plans.
 - The 100% plans will include all the necessary sheets including but not limited to Title Sheet and Notes, Grading and Improvement Plans, Erosion Control Plans and Notes, Details and Sections as necessary to develop a complete and clear plan for construction with minimum RFI's from contractors.
- Specifications and Cost Estimates – Provide all the necessary Specifications and Cost Estimates as requested and as needed for the project. I will ensure the Specifications, Bid Schedule and Project Plans are consistent and correspond to each other, as this will ensure minimum RFI's and surprises during construction.
- Construction Support – Respond to RFI's, Assist with Bid Addendums, Attend Pre-Construction meeting, Onsite meeting during construction as requested, review and negotiate change orders, review and approve submittals and other needed services as requested prior to and during construction.
- Meeting and Coordination – meeting and conference calls as requested and needed for the project. Prepare exhibits and presentations and coordinate with City and other relevant stakeholders.

3. Submittal Schedule

Upon Notice to Proceed (Assume December 10th)

December 21st - Submit Conceptual Plans

December 28th – Receive City comments and concerns on Concept Plans (may also include conference calls and meetings to expedite)

January 25th – Submit 90% PS&E

February 1st – Receive City comments and concerns on 90% PS&E (may also include conference calls and meetings to expedite)

February 15th – Submit 100% PS&E

February 15th until project completion – Construction Support

4. Deliverables

Hardcopies and AutoCAD files of all the project documents.

1. PDF Full and Half size Concept Plans (Hardcopies if desired)
2. PDF 90% Full and Half size of PS&E (Hardcopies if desired)
3. PDF 100% Full and Half size of PS&E (Hardcopies if desired)
4. PDF Final Full and Half size of PS&E (Hardcopies if desired)
 - a. Signed Mylars.
 - b. AutoCAD files

5. Compensation

City is able to make as many changes as necessary to complete this project to their satisfaction, Dost Engineering will not charge for additional changes unless completely outside of Scope of Work. This means City can make changes even at 100% submittal based on new information, requests from upper managements, changes due to adjacent property owner's needs, at the request of the Council or any other reasonable changes to make the project more desirable and successful.

Dost Engineering shall complete the tasks identified above, and shall invoice monthly on percentage of items as shown below.

Conceptual Plans	\$1,500
Grading, Improvement and Erosion Control Plans	\$13,500

Specifications and Cost Estimates	\$2,000
Construction Support	\$1,500
Meeting and Coordination	\$2,500
Reimbursable(s)	\$1,000
Total Compensation	\$22,000

Dost Engineering appreciates the opportunity to propose on this project, I hope this proposal meets the City's needs and is within the design budget. Dost Engineering can beat any proposal at least 5% assuming same scope of work is being proposed on. The above estimate assumes full design project documents submittals, no hidden or unreasonable change order are anticipated.

Sincerely,

Farid Dost

Farid Dost, PE, QSD
Principal Engineer

EXHIBIT A - SCOPE OF WORK



NOTES:
 1. The Survey files we received are in draft form, the next phase is to finalize the survey files. We can add these missing and additional areas to the scope as part of Final Survey Submittal.

