



**Date:** July 9, 2019

**To:** Thomas J. Bonfield, City Manager  
**Through:** W. Bowman Ferguson, Deputy City Manager  
**From:** Steven W. Hicks, Director, General Services Department  
**Subject:** Design Services with Timmons Group, Inc. for the Sidewalk Gaps III project

### **Executive Summary**

The Sidewalk Gaps III project is part of the Durham Bike+Walk Plan and will place new sections of sidewalks in high-use areas where there are currently gaps. The project will deliver new sidewalks in seven locations.

Request for Qualifications for civil engineering services was advertised on April 18, 2019; a pre-proposal conference was conducted on May 3, 2019; and written submittals were received on May 21, 2019. Four submittals were received, and Timmons Group, Inc. was determined to be the top ranked firm, and staff negotiated an acceptable fee within the budget.

### **Recommendation**

The General Services Department recommends that City Council:

To authorize the City Manager to execute a design contract with Timmons Group, Inc. for the Sidewalk Gaps III project up to the amount of \$88,000.00;

To establish a contingency fund for the contract in the amount of \$17,600.00; and

To authorize the City Manager to negotiate and execute amendments to the design contract provided the total contract cost does not exceed \$105,600.00.

### **Background**

This project constructs approximately 3,500 linear feet of sidewalk in the following seven locations, and funding is provided through CIP for new sidewalks.

- 2814 Pickett Rd.
- 1101 Leon St.
- 115 & 117 Hunt St.
- Cheek Rd., between Andover Dr. and Hardee St.
- South Elm St. at 950 E. Main St.
- Lumley Rd. at 2702 Sagebrush Ln.
- E. Club Blvd., between Ambridge St. and Glenbrook Dr.

The first six locations were identified in the Durham Bike+Walk Plan in 2017. This is the third project to construct sidewalk locations identified in the plan. The first project was completed in 2018. The purpose of the Durham Bike+Walk Plan is to update and combine the Comprehensive Bicycle Transportation Plan and the DurhamWalks! Pedestrian Plan, both

adopted in 2006 with a focus on implementing projects to improve biking and walkability. The plan included extensive public engagement to identify priorities, and projects were scored based on a methodology that included safety, connectivity, demand, and equity. The final plan was adopted by City Council on May 15th, 2017.

The sidewalk gap on East Club Boulevard was identified as a critical safety issue in a recent NCDOT Road Safety Review focused on East Club Boulevard, Dearborn Drive, Cheek Road, and Midland Terrace. NCDOT periodically conducts Road Safety Reviews in areas with a history of crashes. The Review included a recommendation for construction of sidewalk from Ambridge St to Glenbrook Dr. While this is not a priority gap in the adopted Bike + Walk Implementation Plan, this sidewalk gap was added to this design contract in order to more quickly address this critical safety need.

**Issues and Analysis**

The Request for Qualifications for the design contract was advertised on April 18, 2019 and four proposals were received on May 21, 2019, from SEPI, Horvath Associates, Wetherill Engineering, and Timmons Group. The review team was composed of members from General Services, Transportation, and Equity & Inclusion. The team scored Timmons Group as the most qualified, and the design contract was negotiated. Timmons Group scored well by the review team primarily because of their extensive experience delivering similar projects.

Due to a number of unknowns related to subsurface utilities and right of way acquisitions, the proposed contract includes a 20% contingency. This will allow the project team to more quickly address these issues as they arise during the course of the project.

The anticipated project schedule is as follows:

Design Start	Summer	2019
Bidding	Fall	2020
Construction Start	Winter	2021
Project Completion	Summer	2021

**Alternatives**

Delaying or terminating the planned Sidewalk Gaps III project is not recommended. The proposed sidewalk gap locations are areas of high pedestrian activity and have been identified as necessary in either the Durham Bike+Walk Plan or the NCDOT Road Safety Review. This project will make these areas safer for everyone.

**Financial Impact**

Funds for this project are currently budgeted and available as follows:

**FUNDING SOURCES**

CIP FY 2019 for Design	\$ 105,600.00
Future CIP for Construction	\$ 1,000,000.00
<b>Total Revenues</b>	<b>\$ 1,105,600.00</b>

**PROJECT COSTS**

Professional Services	\$ 88,000.00
Professional Services Contingencies	\$ 17,600.00
Construction	\$ 468,000.00
Construction Contingencies	\$ 46,800.00

Owner Expenses (acquisition payments, utility relocation, permits)	\$ 485,200.00
<b>Total Expenditures</b>	<b>\$ 1,105,600.00</b>

**Equal Business Opportunity Summary**

The Equity & Inclusion Department reviewed the proposal submitted by Timmons Group of Richmond, VA. It was determined that they are in compliance with the Ordinance to Promote Equal Business Opportunities in City of Durham Contracting.

**M/W UBE REQUIREMENTS**

The goals are MUBE 8% and WUBE 6% goals for this project. The Timmons Group will subcontract with the following:

Firm	ID	City/State	Amount	% of Contract
Stewart, Martin & McCoy	MUBE	Durham, NC	\$8000	8.3%
Three Oaks Engineering	WUBE	Durham, NC	\$5500	6.3%

**WORKFORCE STATISTICS**

**Total Workforce:**

Employment Category	Total Employees	Total Males	Total Females
Project Managers	17	15	2
Professional	5	4	1
Technical	27	26	1
Clerical	2	0	2
Labor	0	0	0
Total	51	45	6

**Male:**

Employment Category	White	Black	Hispanic	Asian or Pacific Islander	Indian or Alaskan Native	Two or More Races
Project Manager	15	0	0	0	0	0
Professional	3	1	0	0	0	0
Technicians	23	0	2	1	0	0
Clerical	0	0	0	0	0	0
Labor	0	0	0	0	0	0
Total	41	1	2	1	0	0

**Female:**

<b>Employment Category</b>	<b>White</b>	<b>Black</b>	<b>Hispanic</b>	<b>Asian or Pacific Islander</b>	<b>Indian or Alaskan Native</b>	<b>Two or More Races</b>
Project Manager	1	0	1	0	0	0
Professional	1	0	0	0	0	0
Technicians	1	0	0	0	0	0
Clerical	2	0	0	0	0	0
Labor	0	0	0	0	0	0
Total	5	0	1	0	0	0

**Attachments**

Attachment A – E-520-2009 Short Form of Agreement Between Owner and Engineer

Attachment B – EJCDC E-500 – Exhibit A

Attachment C – ATTACHMENT 1 TO EXHIBIT A