

City of Moore

Oklahoma

301 N. Broadway, Moore, OK 73160 | (405) 793-5000 | www.cityofmoore.com

NOTICE TO PROCEED

Date: 9/9/2015

To: Poe & Associates

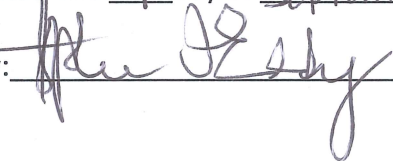
Project: I-14-E-URG, S. Broadway

The City of Moore has considered the budget submitted by you for the above reference project.

You are hereby notified the budget has been accepted in the amount of \$220,400.00.

You are required to return an acknowledged copy of Notice To Proceed to the City of Moore.

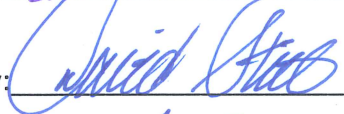
Dated this 9 day of September, 2015.

By: 

ACCEPTANCE OF NOTICE

Receipt of the foregoing Notice to Proceed is hereby acknowledged

by David Strub, this 11 day of September, 2015.

By: 

Title: SR. VICE PRESIDENT

Task Order # 2

Engineering Firm: Poe & Associates

Project Number: I-14-E-URG

9/9/15

Project Name: S. Broadway

1.0 Project Description: Widening and reconstruction of S. Broadway Avenue, extending from SW 4th St to the south line of Southmoor Addition.

2.0 Scope/Objective: Poe & Associates will perform all engineering and drafting services required to prepare complete detailed construction plans, specifications, and bidding documents for the widening and reconstruction of Broadway Avenue, extending from approximately 200 feet south of SW 4th Street (end of 5-lane section), south to the south line of Southmoor Addition.

3.0 Applicable Documents. Map attached.

4.0 Deliverables.

ENVIRONMENTAL CLEARANCE

Since this will be a City-funded project, environmental clearance is not required and is not included in

Poe's proposed scope of work.

TRAFFIC DATA AND INTERSECTION STUDY

Poe will provide traffic data for the project, including the SW 9th Street/Park Entrance intersection.

Also included will be a traffic signal warrant study at the SW 9th Street/Park Entrance intersection.

Signals are anticipated at this time. Poe will prepare plans for a signalized intersection.

SURVEY

Poe will perform all field surveys required for design of the project as well as all section surveys required for establishing control. Control points will be established for use during construction. Protected vertical and horizontal control points may be established at an interval of approximately 500 feet, and permanent bench marks may be established within 200 feet of each end of the project.

Existing control points will be utilized where possible.

HYDRAULIC STUDY

A hydraulic study shall be performed for the project improvements. Poe will prepare a hydraulic report and determine the most economical length and configuration of the improved drainage

system that will carry ten-year storm flows (ten-percent annual chance storm). This report shall be based on proposed flows from the park project as previously designed by others.

ROADWAY PLANS

Poe will prepare all roadway and roadway-related plans for Broadway Avenue, beginning approximately 200 feet south of SW 4th Street (end of existing intersection improvements) and extending south to the south line of Southmoor Addition. Options initially to be considered include:

- (1) Four (4) lane city arterial facility with turning lanes at the SW 9th Street/Park Entrance intersection, at a minimum.
- (2) Evaluate the four (4) lane option with new drainage through pavement crowning.
- (3) Three (3) lanes city arterial facility with turning lanes at the SW 9th Street/Park Entrance intersection, at a minimum, and parallel parking along the park.

The initial phase of this design project will be presented as alternative design options prior to proceeding with final design plans. The basic scope assumes that the SW 9th Street/Park Entrance intersection will be improved extending north and south an adequate length to accommodate tapers and turn lanes (approximately 400 to 500 feet). The proposed roadway will be a curbed section with storm sewers, and sidewalks. Poe will also review the pavement design, based on recommendations in the geotechnical report. Included in the roadway design are grading, drainage, surfacing, signing, striping, and traffic control during construction. The roadway will be open to local traffic during construction unless it is determined that it can be closed.

STRUCTURAL DESIGN

Should the recommendation from any future hydraulic study include a special-design RCB or a span bridge, an additional fee will be agreed to by the City and Poe to accommodate the additional design effort required.

TRAFFIC SIGNAL PLANS

The scope assumes that the SW 9th Street/Park Entrance intersection improvement will require a signalized intersection as part of this project. Poe will prepare plans for a signalized intersection.

RIGHT-OF-WAY DOCUMENTS

Poe will provide appropriate right-of-way limits by pluses and offsets on the construction plans and will prepare right-of-way documents. These documents will include title research, warranty deeds, plot plans, and legal descriptions for each parcel acquired. The scope assumes a maximum of twenty-four (24) parcels will be acquired or require easements for this project. The City will be responsible for the R/W acquisition.

UTILITY COORDINATION

Existing utilities will be located as part of the detailed survey and design process. Poe will provide preliminary and 95% plans to all utility owners to verify locations and coordinate

relocation requirements. Poe will identify utility relocations required and attend a Utility Conference with the utility companies to coordinate relocations. At present, there are no known relocations required of City owned utilities. If relocations of City owned utilities are identified, then Poe will prepare the plans for these relocations, at an additional fee agreed to by the City and Poe.

GEOTECHNICAL INVESTIGATIONS

Geotechnical investigations for this project will be coordinated through the City, and accomplished by a geotechnical engineer selected by Poe and approved by the City. The investigation will include borings and samplings of the pavement and subgrade at appropriate intervals, with oversight and coordination from Poe. The geotechnical engineer will also provide a recommended pavement design.

BID PHASE SERVICES

Poe will prepare bidding documents including appropriate special provisions for the project and be provided with the standard City Moore front end documents. Poe will also provide other bid phase services including attending the pre-bid conference; issuing addenda; responding to contractor questions and inquiries during the bid period; and providing bid tabulation, bid evaluation, and award recommendation.

CONSTRUCTION PHASE SERVICES

During the construction period, Poe project personnel will attend a preconstruction conference, a final inspection of the completed project, review shop drawings and submittals by the contractor, and will be available to respond to questions and inquiries concerning the project design. Services will also include general administration of the construction contract, including review of contractor estimates, review of material testing results by City-furnished testing laboratories, and attendance at meetings as necessary. Poe will also make site visits and observations at intervals appropriate to the stage of construction, and report findings to the City. Services do not include continuous on-site inspection, supervision of contractor operations, or guarantee of Contractor performance. The proposed fee for these services is based on approximately 4 hours per week for a 40-week construction period. Should the construction time extend significantly beyond this period, or if the City desires to increase the time or frequency of observation, the City shall pay an additional fee for these services as agreed to by the City and Poe. Following the final inspection, Poe will provide one set of As-Built plans according to the construction inspector's measurements.

5.0 Reports.

Monthly Status Report (MSR). The Contractor shall prepare a Monthly Status and email to Jared Jakubowski and Kahley Gilbert on the final day of each month.

6.0 Schedule.

Final Concept Approval	10/16/15
Begin Final Plans	10/19/15
65% Plan Submittal	11/23/15
Final Plan Submittal	1/4/2016

7.0 Budget

Roadway Concept Options \$ 27,800

Roadway (Plans/Bidding/Inspection) \$ 144,000

Traffic Study/Signal Warrant \$ 15,000

Geotechnical Study \$ 10,000

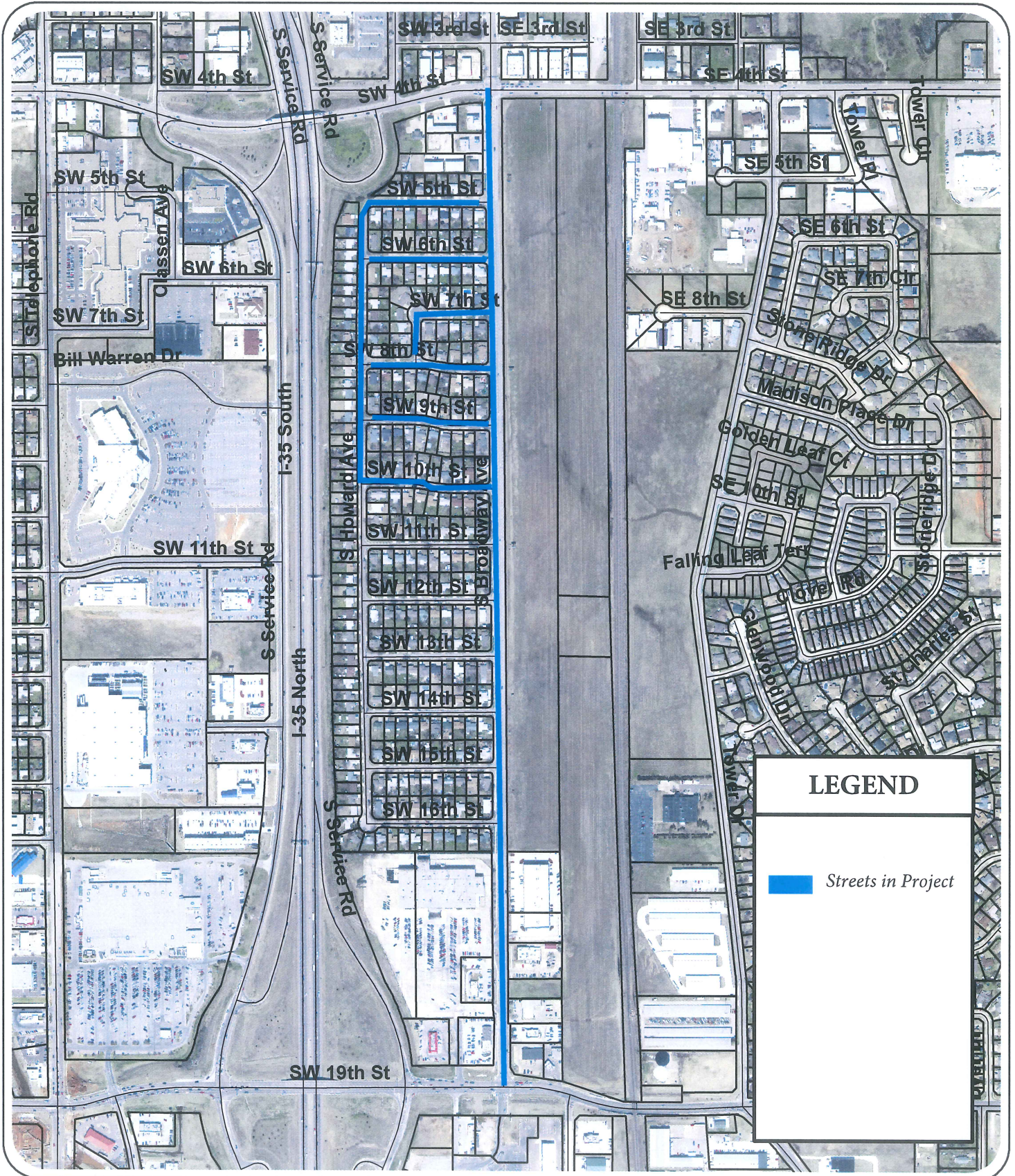
Survey \$ 17,600

Right-of-Way \$ 6,000


Total Fee \$ 220,400



South Broadway I-14-E-URG



LEGEND

 Streets in Project