

# PROVOST&PRITCHARD CONSULTING GROUP

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March 31, 2026

Jonathan Frausto, Associate Civil Engineer  
City of Visalia  
315 E Acequia Ave  
Visalia, CA 93291

**Subject:           Engineering and Land Surveying Services for  
                          Santa Fe Street Cycle Track ATP, Visalia, California**

Dear Jonathan Frausto,

Thank you for the opportunity to submit this proposal to provide engineering, surveying, environmental, right of way acquisition, landscape architecture, and public outreach services for the subject project. This proposal discusses our understanding of the project, recommends a scope of services together with associated fees, deliverables and approximate schedules, sets forth our assumptions and discusses other services that may be of interest as the project proceeds.

## PROJECT UNDERSTANDING

We understand that the City of Visalia (City) is seeking civil engineering design services to develop construction plans, specs, & estimate for a Class IV cycle track along Santa Fe Street from Tulare Avenue to Houston Avenue. This project's construction is funded through ATP Cycle 7 funds and includes minimum outputs that must be incorporated into design of the project. These minimum outputs are defined in the RFQ No. 24-25-29 provided by the City to Provost & Pritchard Consulting (P&P) and they are listed below. Additional outputs were also requested by the City to P&P and those additional outputs outside of the minimum required by ATP funding are also listed below.

ATP Grant Minimum Outputs:

- ADA – Reconstruct Ramps to Standard (13 each)
- Amenities – New Benches (19 each)
- Amenities – New Shade Trees (85 each)
- New Bike Lanes/Routes – Class IV (7920 feet)
- New Sidewalks (4' to 8' wide) (2000 feet)
- Signalized Intersection – Bicycle Detection (6 each)
- Signalized Intersection – Enhance Existing Crosswalks (6 each)
- Signalized Intersection – Shorten Crossing (5 each)
- Signalized Intersection – Timing Improvements (6 each)
- Traffic Calming – Signalized Intersection Timing Improvements (6 each)
- Un-Signalized Intersection – New Crosswalks (10 each)
- Un-Signalized Intersection – Shorten Crossing (10 each)

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#### Additional anticipated Outputs

- Bike crossing improvements at Tulare Ave/Santa Fe St roundabout and Houston Ave/Santa Fe St roundabout.
- Approximately 575 LF of additional new sidewalk
- Up to 30 additional ADA curb ramp reconstructions/new constructions
- Intersection improvements at intersection of Santa Fe St & NE 1<sup>st</sup> Ave
- New Storm Drain facilities (Up to 4750 LF of pipe, SD Manholes, and SD inlets)
- Commercial and Residential driveway reconstruction (approx. 28 total)
- Trail Lights (Approx. 42)
- Concrete Bus Pads (Approx 1800 SQFT of bus pads)

A project map of the project area and outputs can be found attached to this proposal.

It is our observation that this project is divided into three distinct regions that will require differing approaches in design of improvements. These regions are as follows:

**Tulare Ave to Noble Ave** – This southern region of the Santa Fe Cycle Track project is defined by the primarily residential properties on the east side of Santa Fe St. Improvements will have to consider residential access, privacy, and impacts to residential uses. The intersections along this stretch are all non-signalized with the exception being Noble Ave. The section between Noble Ave and Mineral King Ave is within Caltrans right of way as Santa Fe St crosses SR198. Within Caltrans right of way, the Class IV Cycle Track is assumed to transition into Class II bike lanes to minimize impact to Caltrans facilities. Coordination with Caltrans is assumed to receive approval of the improvements within Caltrans right of way.

Intersections within this region:

#### Roundabout at Santa Fe & Tulare

1. Install crossings to accommodate cycle track traffic
2. Provide connection to Santa Fe Trail at SW corner to roundabout

#### T-intersection at Santa Fe & Laurel

1. Shorten pedestrian crossing & replace curb ramps
2. Install crossings to accommodate cycle track traffic

#### T-intersection at Santa Fe & Sequoia

1. Shorten pedestrian crossing & replace curb ramps
2. Install crossings to accommodate cycle track traffic

#### One-way stop controlled intersection at Santa Fe & Cypress

1. Shorten pedestrian crossing & replace curb ramps
2. Replace NW corner curb ramp
3. Restripe and modify school crossing
4. Install crossings to accommodate cycle track traffic

#### T-intersection at Santa Fe & Myrtle

1. Shorten pedestrian crossing & replace curb ramps

2. Install crossings to accommodate cycle track traffic

#### T-intersection at Santa Fe & Kaweah

1. Shorten pedestrian crossing & replace curb ramps
2. Install crossings to accommodate cycle track traffic

#### Traffic Signal Modifications at Santa Fe & Noble

1. Install APS PPB and any additional posts as necessary due to design changes
2. Replace any incandescent overhead lights with LED equivalent light fixtures
3. Install a 2 inch yellow retroreflective band on each existing traffic signal back plate
4. Install a video detection system
5. Replace existing 170E Controller with 2070 controller
6. Replace existing emergency vehicle preemption system with updated system
7. Replace existing battery backup system
8. Replace SW & SE curb ramps
9. Install crossings to accommodate cycle track traffic

**Mineral King Ave to Race Ave** – This central region of the project is distinguished by the regional uniqueness of downtown Visalia. Properties here are primarily for commercial use. Design of the Cycle Track in this region will consider commercial parking impacts, impacts to existing features and aesthetics like street trees and benches, and impacts to traffic. Traffic will be impacted primarily at the five (5) signalized intersections within this region, and the intersection modifications will be a key feature of this region's improvements. We will work with City of Visalia Traffic Operations to determine necessary signal modifications.

Intersections within this region:

#### Traffic Signal Modifications at Santa Fe & Mineral King

1. Install APS PPB and any additional posts as necessary due to design changes
2. Replace any incandescent overhead lights with LED equivalent light fixtures
3. Install a 2 inch yellow retroreflective band on each existing traffic signal back plate
4. Install a video detection system
5. Replace existing 170E Controller with 2070 controller
6. Replace existing emergency vehicle preemption system with updated system
7. Replace existing battery backup system
8. Replace NW & NE curb ramps
9. Install crossings to accommodate cycle track traffic

#### T-intersection at Santa Fe & Willow

1. Replace NW & SW curb ramps
2. Install crossings to accommodate cycle track traffic

#### Traffic Signal Modifications at Santa Fe & Acequia

1. Install a 2 inch yellow retroreflective band on each existing traffic signal back plate
2. Replace existing 170E Controller with 2070 controller
3. Replace existing emergency vehicle preemption system with updated system
4. Replace existing battery backup system
5. Install APS PPB and any additional posts as necessary due to design changes

6. Replace all 4 curb ramps
7. Install crossings to accommodate cycle track traffic

#### Traffic Signal Modifications at Santa Fe & Main

1. Install a 2 inch yellow retroreflective band on each existing traffic signal back plate
2. Replace existing 170E Controller with 2070 controller
3. Replace existing emergency vehicle preemption system with updated system
4. Replace existing battery backup system
5. Install APS PPB and any additional posts as necessary due to design changes
6. Replace NE & SE curb ramps
7. Install crossings to accommodate cycle track traffic

#### Traffic Signal Modifications at Santa Fe & Center

1. Install a 2 inch yellow retroreflective band on each existing traffic signal back plate
2. Replace existing 170E Controller with 2070 controller
3. Replace existing emergency vehicle preemption system with updated system
4. Replace existing battery backup system
5. Install APS PPB and any additional posts as necessary due to design changes
6. Replace all 4 curb ramps
7. Install crossings to accommodate cycle track traffic

#### 4-way stop controlled intersection at Santa Fe & Oak

1. Shorten eastern pedestrian crossing of Oak and replace NE & SE curb ramps
2. Install crossings to accommodate cycle track traffic
3. Design improvements with consideration of impacts to railroad crossing

#### One-way stop controlled intersection at Santa Fe & School

1. Shorten eastern pedestrian crossing of School and replace SE curb ramp
2. Install crossings to accommodate cycle track traffic

#### Traffic Signal Modifications at Santa Fe & Murray

1. Install APS PPB and any additional posts as necessary
2. Install a 2 inch yellow retroreflective band on each existing traffic signal back plate
3. Replace existing 170E Controller with 2070 controller
4. Replace existing emergency vehicle preemption system with updated system
5. Replace existing battery backup system
6. Install APS PPB and any additional posts as necessary due to design changes
7. Replace NE curb ramp
8. Install crossings to accommodate cycle track traffic

#### One-way stop controlled intersection at Santa Fe & Race

1. Replace all 4 curb ramps
2. Shorten eastern pedestrian crossing of Race
3. Install crossings to accommodate cycle track traffic

#### T-intersection at Santa Fe & Grove (no improvements to Grove, not impacted by project)

#### One-way stop controlled intersection at Santa Fe & Douglas

1. Replace all 4 curb ramps
2. Shorten easter pedestrian crossing of Douglas
3. Install crossings to accommodate cycle track traffic

T-intersection at Santa Fe & 1<sup>st</sup>

1. Restripe intersection at 1<sup>st</sup> to restrict access at Santa Fe & 1<sup>st</sup> to one-way out only from 1<sup>st</sup>
2. Replace curb ramps at 1<sup>st</sup> & Grape

T-intersection at Santa Fe & Roosevelt

1. Shorten pedestrian crossing and replace curb ramps
2. Install crossings to accommodate cycle track traffic

T-intersection at Santa Fe & 2<sup>nd</sup> (no improvements to 2<sup>nd</sup>, not impacted by project)

Roundabout at Santa Fe & Houston

1. Install crossings to accommodate cycle track traffic
2. Provide connection to canal trail at NE corner of roundabout

**Race Ave to Houston Ave** – On the eastern side of Santa Fe St in this region is primarily large industrial/commercial lots with some being undeveloped at this time. On the western side of Santa Fe St are a mix of commercial and residential uses. Improvements in this region will consist of new sidewalks, curbs, gutters, and pavement. The undeveloped nature of the east side of the Santa Fe St roadway presents some different challenges than those in the two southern regions. All of the intersections within this region are non-signalized, but a couple of the intersections are at unique angles with Santa Fe St which may impact design of these intersections.

Some design considerations will apply throughout all three regions. These include:

- Drainage along new Cycle Track path improvements.
- Intersection improvements to accommodate crossings with the Cycle Track.
- Impacts to Transit facilities
- Impacts to existing improvements, access, and utilities.
- Aesthetics and incorporating public feedback from outreach process.

Provost & Pritchard proposes the following scope of work to develop the project as described in this section.

## SCOPE OF SERVICES

Our proposed scope of work for this proposal is segregated into several tasks, described below. Tasks that are labeled T&M will be billed on a time and materials basis

### TASK 1: PROJECT COORDINATION

In this task we will conduct project coordination activities between P&P and City of Visalia staff.

- Biweekly project coordination meetings between P&P staff and City of Visalia staff.
  - P&P to develop each meeting's agenda and manage meeting invitations.
  - It is assumed that these meetings will be virtual, but project site and/or in person meetings may be requested as necessary.

- After each meeting, P&P will provide the meeting minutes for review by City of Visalia. Finalized meeting minutes will be filed by P&P.

## **TASK 2: TOPOGRAPHIC SURVEY**

In this task we will complete right-of-way and topographic surveys along Santa Fe Street, from the intersection with Tulare Avenue to the intersection with Houston Avenue, for design purposes.

- Complete a field survey to recover existing street monuments and benchmarks within Santa Fe Street and within the adjacent block along crossing streets.
- Perform research to determine record street rights-of-way along Santa Fe and crossing streets.
- Complete a topographic survey within the project limits, including existing curb, gutter, sidewalk, driveways, ramps, fencing, striping, pavement crown, visible utility infrastructure, and trees. Survey will extend 200' away from Santa Fe Street along all crossing streets and alleys.
- Use an unmanned aerial vehicle to obtain overhead photography of the project and compile photos into a georeferenced ortho-rectified aerial image.
- Compile survey information into a Civil3D base drawing for design purposes, including survey points, right-of-way and topographic linework, a surface model of the existing ground, and aerial image.

## **TASK 3: ENVIRONMENTAL SERVICES**

CEQA: (Notice of Exemption)

Work under this task includes:

- Prepare a Notice of Exemption per CEQA requirements.
- Assume a Class 1 Categorical Exemption would be adequate. Existing Street Facilities with alterations including addition of bicycle lanes.

## **TASK 4: PRELIMINARY DESIGN (10% PLANS)**

During this task we will create a 10% level double plan layout sheets for discussion of design elements with City staff, other agencies, and community stakeholders.

- Project Kickoff & Initial Site Visits
  - Conduct one (1) project kickoff meeting with City of Visalia staff to discuss expected project schedule, request information, and project design elements.
  - Design team to conduct one (1) site visit during the 10% design process to document existing conditions.
- Collect turning movement data at signalized intersections
  - Subconsultant will collect count data at signalized intersections within the project (same count data will be used for Signal Timing analysis & modifications in the Design Development Task)
  - P&P will review data and summarize findings and recommendations for discussion with City.
  - Discuss data and recommendations with one (1) meeting with City staff to determine intersection design direction.
- Develop 10% Project Design Plans & Estimate
  - Development of 10% design will include producing up to 3 design alternatives. These will be developed to provide the city with options to deal with certain constraints like right of way, parking availability,
  - Develop 10% exhibits intended for use during Public Outreach events, City Council Meetings, Stakeholder discussions, etc.

- 40 Scale Double Plan View Plans (10 Sheets) over aerial images showing addresses and community recognized locations
- Cross Sections of alternatives (street mix or sketch up visual style).
- 10% level Estimate of Probable Construction Cost (EOPCC)
- Conduct Parking Audit
  - Evaluate existing parking and nearby lots and structures
  - Evaluate 10% design parking impacts
  - Summarize our findings in a memorandum to the City

## TASK 5: PUBLIC OUTREACH

Task OUT1: During this task we will implement public outreach activities to support engagement and feedback-gathering about the upcoming project. Outreach efforts will focus on nearby businesses, community members, and other key stakeholders identified by the City to generate feedback on the 10% project design plans.

- Project Kickoff and Stakeholder Identification
  - Hold one (1) kickoff meeting to confirm project goals, outreach priorities, key audiences, anticipated challenges, and success metrics.
  - Conduct community scan to identify likely barriers to project support and key stakeholders to engage (e.g. business disruptions, residential concerns, mobility considerations)
  - Develop stakeholder list in coordination with City staff
- Communications & Messaging Strategy Development
  - Establish core messaging themes for communications consistency across platforms and audiences
  - Develop project-approved language for public outreach collateral (e.g. website, social media, printed materials, presentations)
- Develop Public Outreach Tools & Materials
  - Develop visual branding identity for the project to ensure all materials maintain clarity, consistency, and alignment with City communications standards
  - Tools & Materials anticipated
    - Content development and design of one (1) double-sided resident/stakeholder mailer
    - Project fact sheet and FAQs (including Spanish version)
    - Up to five (5) public-friendly project posterboards showing street and intersection configuration (includes print production costs)
    - PowerPoint presentation slides for public workshop
- Public Engagement Activities
  - Attend and participate in one (1) internal meeting with City departments to solicit project feedback.
  - Host one (1) targeted stakeholder meeting for key stakeholders directly affected by the project construction to solicit feedback (e.g. Downtown Group, nearby business owners)
  - Host one (1) general public workshop for diverse stakeholder groups and members of the public to learn about the project and provide input – e.g. bicyclist clubs, community organization representatives (includes Spanish interpretation services)
  - Participate in one (1) pop-up style community event
- Feedback & Evaluation

- Develop a feedback tracking system for community input, comments, concerns on project design (e.g. online survey)
- Provide a summary memo of outreach outcomes and stakeholder/community project design feedback

**Task OUT2 (T&M Billing):** The following items can be performed on a time and materials basis (T&M budget found in proposed fee table) by P&P if support is requested by City staff:

- Project and Workshop Marketing
  - Project website or landing page content for City's existing website
  - Graphics/infographics
  - Social media graphics and captions
  - Email marketing blast content
  - Construction zone/project-area signs
- Public Engagement Activities
  - Conduct door-to-door public outreach to businesses along the impacted project corridor
  - Support City staff with marketing materials for public workshops including publishing social media content, distributing email marketing blasts, printing and mailing direct mailer(s) to stakeholder list
- Press and Media Engagement
  - Develop media positioning and narrative emphasizing broader community enhancement and quality-of-life gains
  - Develop media list including local media outlets, reporters, and community publications
  - Develop press materials, including:
    - Approved quotes from City leadership
    - Fact sheet and background brief for reporters
    - Develop press releases/feature pitches
  - Engage media at key project milestones
- Coordinate with the City's ATP grant outreach consultant to integrate public outreach efforts

**Assumptions:**

- City staff will disseminate workshop promotional materials via their channels to promote and market the public engagement opportunities for the project, including any social media content, email blasts, and direct mailers.
- Spanish translation is included in the proposed fee for the project handout/FAQ deliverable, and live Spanish interpretation is included the public workshop. Additional Spanish translation and interpretation services are not included but can be provided for an additional fee at the request of City staff.
- Costs for print production and postage of the direct mailer are not included in this scope, but can be coordinated with P&P's selected print and mail vendor for an additional fee at the request of City staff.

## **TASK 6: LANDSCAPE ARCHITECTURE**

Landscape Architecture work will be performed by subconsultant Wood Architecture. See Attached proposal.

## TASK 7: SCHEMATIC DESIGN (30% PLANS & ESTIMATE)

During this task we will incorporate feedback on our 10% design to develop a 30% plan set and estimate. This submittal will serve as an outline of the final plans and will include all relevant sheets at a 30% level or as a placeholder to be developed in future submittals.

- 30% Design Kickoff
  - Compile feedback from City staff, other agencies, and community stakeholders.
  - Discuss feedback with City staff in a 30% design kickoff meeting to determine which changes are to be made during the 30% design process.
  - Design team to conduct one (1) site visit during to follow up on public outreach and City Staff feedback, and review project design elements prior to 30% design development.
- 30% Plans & Estimate
  - Plans anticipated
    - Cover Sheet
    - Abbreviations & Legend Sheet
    - Survey Control Sheet
    - Demolition Plans - 20 scale double plan (10 sheets)
    - Plan & Profile Sheets - 20 scale (20 sheets)
      - Profile design at 60%
    - Construction Details – 5 scale 2 to 4 details per sheet (12 sheets)
      - Detailed Callouts at 60%
    - Signing & Striping Plans – 20 scale double plan (10 sheets)

## TASK 8: DESIGN DEVELOPMENT (60% PS&E)

This task will add detail to the plans provided at the 30% submittal to verify constructability, utility impacts, and project cost. This submittal is intended to allow the City to fully review design content and costs and provide feedback prior to finalizing design details in future submittals.

- 30% Review Meeting
  - Meet with City to discuss comments on 30% plans, schedule of 60% submittal, and design questions prior to development of 60% PS&E package
- Signal Timing & Modifications
  - Collect Counts (Subconsultant) at 6 intersections
  - Perform signal timing analysis and develop timing modifications
  - Develop Signal Modification Plans
    - Detection system modifications
    - Lane configuration signal head modifications
    - Ped push button relocations
- Develop plans from 30% submittal to a 60% level of detail
  - Add Profile Design
  - Add curb ramp and driveway grading detail
  - Add Signal Modification Plans – 20 scale (6 sheets)
  - Add Electrical Plans – 20 scale double plan (12 sheets)
    - Includes information for trail lighting and irrigation electrical service.
  - Add Drainage Plans – 20 scale plan and profile (10 sheets)
  - Add Drainage Details (2 sheets)
  - Detailed Grading Callouts

- Address comments from 30% review and QA/QC process
- Identify right of way acquisition areas and begin coordination with right of way acquisition subconsultant Hamner Jewell & Associates (HJA)
- Develop 60% EOPCC
- Develop 60% Technical Specifications Outline

## **TASK 9: UTILITY COORDINATION – T&M BILLING**

This task will include coordination with utility companies that have facilities within the project area. These companies include but are not limited to SoCal Edison (SCE), SoCalGas, AT&T, Comcast, Vast, and Cal Water.

- Conduct Utility Research
  - Create and submit utility facility map request letters to all relevant utility owners within the project area.
  - Upon receipt of requested facility maps we will add utility information to our CAD basemaps for use throughout the project.
- Identify utility impacts and coordinate with utility companies to relocate and/or adjust to grade conflicting facilities.
- Drafting Notice to Owner (NTO), Relocation Letters, and Exhibits
- Completing forms/applications for design of relocations.
- ROW certification assistance

## **TASK 10: AGENCY COORDINATION – T&M BILLING**

This task will include coordination with California Public Utilities Commission (CPUC), San Joaquin Valley Railroad (SJVR), and Caltrans.

- CPUC coordination tasks
  - Kickoff Meeting with CPUC & SJVR
  - Confirming scope of work near railroad tracks located at Santa Fe St & Oak Ave intersection.
- Caltrans coordination tasks
  - Kickoff Meeting with Caltrans
  - Preparing and submitting Caltrans Encroachment Permit

## **TASK 11: RIGHT OF WAY ACQUISITION (BY HAMNER JEWELL)**

Right of way acquisition work will be performed by subconsultant Hamner Jewell and Associates. See Attached proposal.

Provost & Pritchard will develop Plat & Legal Descriptions for right of way acquisition process.

Cost provided is for this task if for acquisition services on one parcel. This parcel is located at 330 N Santa Fe St, Visalia, CA 93292, APN 094-240-001. Additional parcels may be added to this task with an approved amended scope of work.

## **TASK 12: CONSTRUCTION DOCUMENTS (90% PS&E)**

This task will add detail to the plans provided at the 60% submittal to solidify project scope and develop construction level plans for review. It will also address all reasonable comments provided on the 60%

PS&E package by the City. Assumptions from 60% submittal should be confirmed so right of way acquisition, utility relocation, railroad, and state coordination can continue without major adjustments occurring beyond 90%.

- 60% Review Meeting
  - Meet with City to discuss comments on 60% plans, schedule of 90% submittal, and design questions prior to development of 90% PS&E package
- 90% Plans
  - Expand upon the 60% plans to develop construction level plans for review
  - Address comments from 60% review and QA/QC process
- Submit application to Southern California Edison for service point(s) to power trail lighting and irrigation systems.
- 90% EOPCC
- 90% Technical Specifications Draft

### **TASK 13: FINAL CONSTRUCTION DOCUMENTS (100% PS&E)**

This task will finalize the PS&E package to be ready for the bid process. Final comments provided on the 90% package will be addressed, and any coordination items will be finalized.

- 90% Review Meeting
  - Meet with City to discuss comments on 90% PS&E package. Discuss schedule of final submittal and when project is anticipated to go out to bid.
- 100% PS&E
  - 100% Plans
  - 100% EOPCC
  - 100% Technical Specifications
  - Verify compliance with State and Federal Funding Requirements for bid documents.

### **TASK 14: BIDDING SUPPORT – T&M BILLING (OPTIONAL)**

If requested, our team will assist the City during the bid process by responding to Requests for Information (RFIs), assisting with preparation of addenda or changes to the contract documents, reviewing bids received, and preparing a bid canvass.

The City will conduct the Pre-Bid meeting, and we will be available to answer any questions that arise before or after that meeting. If requested, we will also prepare a conformed set of plans incorporating any changes addressed in addenda and provide a signed digital copy (PDF) version of the conformed set to the City for the selected contractors during construction.

Our T&M fee provided assumes up to four (4) RFI responses and addenda or changes to the contract documents, attendance of the Pre-Bid meeting, and preparation of the conformed set of plans.

### **TASK 15: CONSTRUCTION ASSISTANCE – T&M BILLING (OPTIONAL)**

If requested, we will attend the pre-construction meeting led by the City. Throughout construction, our Project Manager will remain available to provide clarification or interpretation of the contract documents, as needed to support the City and maintain project momentum. If requested, we will assist the City with responding to RFIs, reviewing submittals, analyzing change order requests, and performing as-built surveys.

Our T&M fee provided assumes up to eight (8) RFI responses, eight (8) submittals, and eight (8) change order requests.

## PROFESSIONAL FEES

<b>PROPOSED FEE – SANTA FE STREET CYCLE TRACK ATP</b>		
<b>TASK</b>	<b>FIXED FEE BUDGET</b>	<b>TIME &amp; MATERIALS (T&amp;M) BUDGET</b>
Task 1: Project Coordination	\$32,424	
Task 2: Survey	\$37,174	
Task 3: Environmental	\$2,328	
Task 4: Preliminary Design	\$40,439	
Task 5: Outreach	\$60,275	\$15,021
Task 6: Landscape Architecture	\$16,951	
Task 7: Schematic Design	\$80,414	
Task 8: Design Development	\$247,153	
Task 9: Utility Coordination		\$14,808
Task 10: Agency Coordination		\$15,212
Task 11: Right of Way	\$17,682	
Task 12: Construction Documents	\$134,436	
Task 13: Final Construction Documents	\$68,623	
Task 14: Bidding Support		\$5,017
Task 15: Construction Assistance		\$33,812
<b>Total Estimated Fee:</b>	<b>\$737,899</b>	<b>\$83,870</b>
<b>Total Combined Fee:</b>	<b>\$821,769</b>	

The line items shown above are estimates and are not intended to limit billings for any given Task. Required task effort may vary up or down from the line item estimates shown, however total billings will not exceed the Total shown without additional authorization. If the scope changes materially from that described above, as a result of any agency’s decision or because of design changes requested by the Owner, we will prepare a revised estimate of our fees for your approval before we proceed.

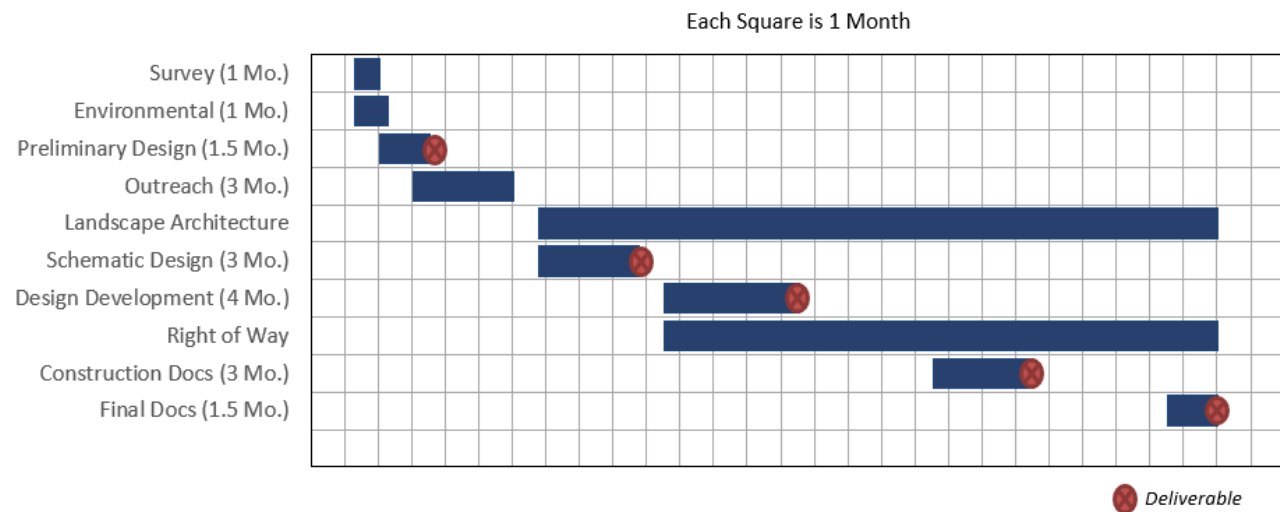
Provost & Pritchard Consulting Group will perform the services in the Fixed Fee designated Tasks for the fixed fee amount of \$737,899. These services will be invoiced monthly, on a percent-complete basis. Reimbursable Expenses are included in the Fixed Fee amount stated.

Provost & Pritchard Consulting Group will perform the services in the T&M designated Tasks on a time and materials basis, in accordance with our Standard Fee Schedule in effect at the time services are rendered. These fees will be invoiced monthly as they are accrued, and our total fees, including reimbursable expenses, will not exceed our estimate of \$83,870 without additional authorization.

## SCHEDULE

Once we receive an executed copy of this Proposal together with the signed Consultant Services Agreement, and are authorized to proceed, we can begin work following the schedule below. Agency review time is beyond our control, and additional time is assumed between 60%, 90%, and 100% submittals to account for right of way and various agency coordination items. We understand that this project intends to go to construction in Spring 2029 or sooner. Bid and Construction tasks are dependent on when the City takes the project to construction.

### Tentative Project Schedule



## ASSUMPTIONS

- This proposal is based on the RFQ No. 24-25-29 provided by the City and information shared during meetings with the City on 11/14/2025 & 12/8/2025.
- If the scope of services requires Consultant to estimate quantities, areas and/or volumes for construction, such estimates are made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as a professional generally familiar with the industry and will be performed pursuant to generally accepted standards of professional practice in effect at the time of performance. However, such estimates are only estimates and shall not constitute representations, warranties or guarantees of the quantities of the subject of the estimate. If the scope of services requires Consultant to provide its opinion of probable construction costs, such opinion is to be made on the basis of Consultant's experience and qualifications and represents Consultant's best judgment as to the probable construction costs. However, since Consultant has no control over costs or the price of labor, equipment or materials, or over the contractor's method of pricing, such

- opinions of probable construction costs do not constitute representations, warranties or guarantees of the accuracy of such opinions, as compared to bid or actual costs.
- NEPA: (Preliminary Environmental Study) is assumed to be unnecessary for this project since the funding source is state and local only. P&P can provide NEPA services at the City's request.
  - City will be responsible for coordination with Caltrans Local Assistance for grant administration and ATP quarterly reporting. P&P can assist on a T&M basis under Task 10.
  - The scope of the signal modification work is assumed to exclude signal pole and signal mast arm pole relocations/replacements.
  - Provost & Pritchard CAD standards and City of Visalia title block will be used for the design of this project.
  - Provost & Pritchard's current CAD version (2025) will be used.

## **ADDITIONAL SERVICES**

The following services are not included in this proposal, however, these and others can be provided at additional cost, upon request.

- Construction tasks services such as: construction review, construction staking, contract management services.
- Storm Water Pollution Prevention Plan (SWPPP) in compliance with State Water Resources Control Board (SWRCB) Construction General Permit

## TERMS AND CONDITIONS

To convey a clear understanding of our mutual responsibilities under this proposal, the executed agreement between the City and Provost & Pritchard for On-Call Civil Engineering Services for Various Capital Improvement Projects, fully executed on June 3, 2025, is made a part of this proposal, by reference and all terms and conditions apply. If this proposal is acceptable, please execute via DocuSign. This executed proposal along with an approved purchase order will serve as our Notice to Proceed. This proposal is valid for 60 days from the date above.

Respectfully,  
Provost & Pritchard Consulting Group



Nick Carcha, EIT  
Project Manager



Soo Ho Park, PE C89361, TE 2961  
Director of Operations

## TERMS AND CONDITIONS ACCEPTED

By City of Visalia

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Signature

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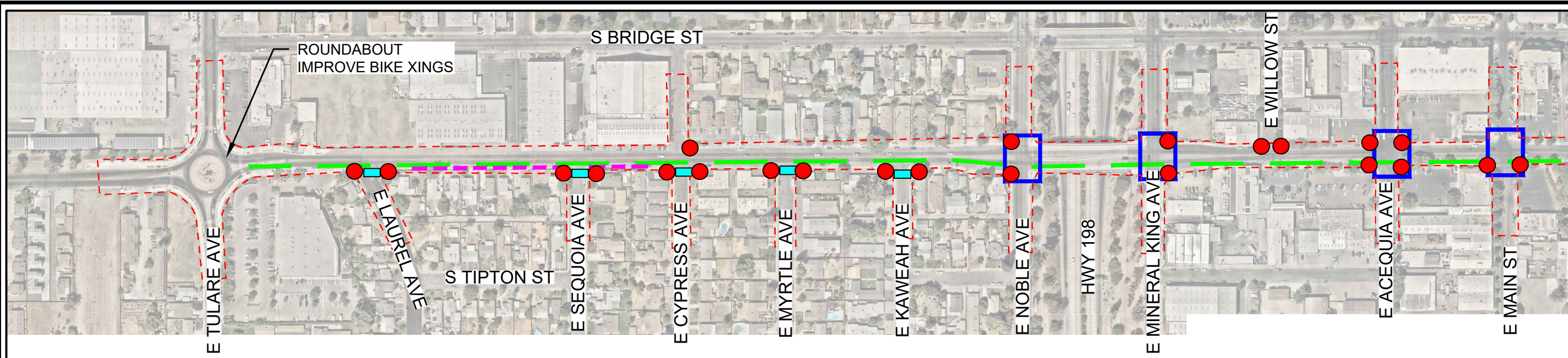
Printed Name

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Title

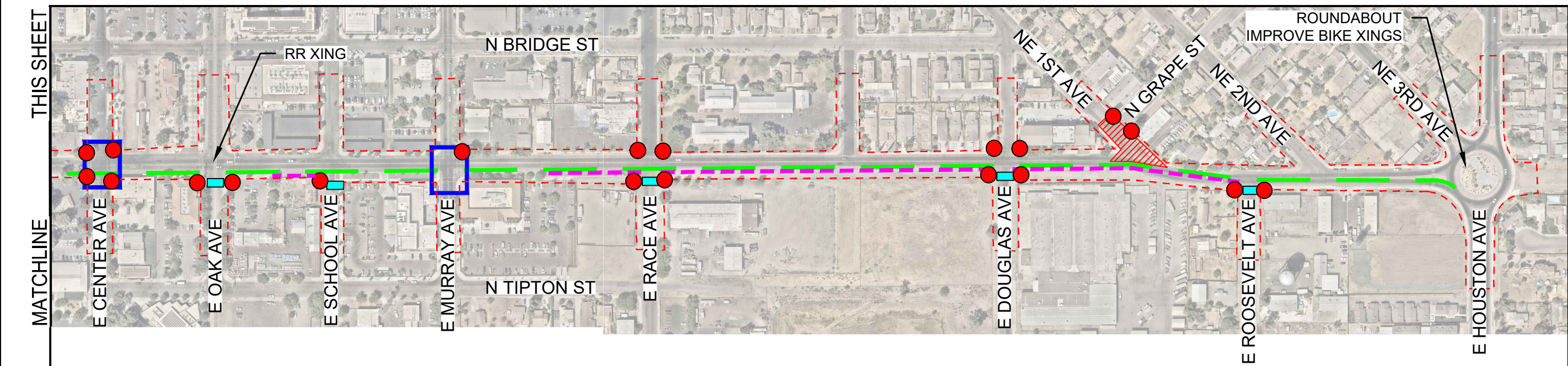
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Date



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MATCHLINE










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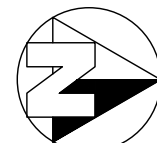
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**LEGEND**

-  PROJECT LIMITS/SURVEY LIMITS
-  NEW BIKE LANES/ROUTES - CLASS IV (7,920 LF)
-  NEW SIDEWALKS (4' TO 8' WIDE) WITH NEW C&G IF NECESSARY (2,575 LF)
-  SIGNALIZED INTERSECTION (6 TOTAL)  
TO INCLUDE:  
- BICYCLE DETECTION  
- ENHANCED EXISTING CROSSWALK  
- SHORTEN CROSSING (AT 5 INTERSECTIONS)  
- TRAFFIC CALMING / TIMING IMPROVEMENTS
-  UN-SIGNALIZED INTERSECTION (10 TOTAL)  
TO INCLUDE:  
- NEW CROSSWALKS  
- SHORTENED CROSSING
-  RECONSTRUCT CURB RAMP/CONSTRUCT NEW CURB RAMP (43)
-  NE 1ST AVE INTERSECTION IMPROVEMENTS



SCALE IN FEET



**PROVOST & PRITCHARD**  
www.provostandpritchard.com

SANTA FE STREET CYCLE TRACK ATP

CITY OF VISALIA  
TULARE COUNTY  
PROJECT MAP

DESIGN ENGINEER:  
NBC

DATE: MARCH 2026

JOB NO: 25-841

1 OF 1



## **Design Service Proposal**

### Project Description

Project #: 25077\_WA

Project Name: Santa Fe Cycle Track ATP

Project Location: Visalia, CA

## **SCOPE OF WORK:**

The proposed project is a new Bike and Pedestrian Trail along the City of Visalia's Sante Fe Trail Corridor. Work for this project will include new landscape areas with proposed shade trees, new irrigations systems, and the revision to irrigation and landscape at the Tulare Ave. Roundabout at the South terminus of the project.

### **Section 1: Schematic Design – 10% submittal**

To aid in the development of the bike corridor project, and for review by city staff and city council.

The services in this section will include the following:

1. Review the site to become generally familiar with the existing site conditions.
2. Meet with Owner and project design team to discuss the project goals.
3. Obtain project planning data including architectural, applicable City of Visalia plan requirements, existing site plan information and existing topographic.
4. Prepare a 40-scale schematic design plan indicating location of proposed hardscape elements and planting concepts. The schematic design plan is to communicate the proposed design intent and to further develop the design development plan.
5. Meet and review the schematic design plan with the Owner and design team to refine the design intent.
6. Prepare a 50-scale schematic illustrative landscape plan indicating location of proposed paving elements and planting concepts and site amenities. Meet and review the illustrative landscape plan with the Owner and design team to discuss the final design intent. Upon review, provide any modifications necessary to the schematic illustrative landscape plan for Client and agency review and approval.
7. This section includes a total of one (1) 2-hour project meetings. Additional meetings other than those described shall be billed at the hourly rates indicated.

### **Section 2: Construction Documents**

To aid in the construction of the landscape design a construction document set will be created showing landscape design elements, materials and associated notes and details needed for construction of the project. Any revisions to the site or scope following start or completion of working drawings shall be considered extra work and will be billed at the hourly rates indicated. The services in this section will include the following:

1. Obtain and review project-planning data including site plan information and Civil Engineer's existing topographic and grading information as needed.
2. Provide 20-scale hardscape layout plan. Plan will integrate new hardscape elements with proposed site plan items such as benches and trash receptacles and play structure.
3. Provide a 20-scale Planting Soils Plan indicating required soils amendments and modifications needed to meet state and local ordinances.



4. Provide a 20-scale Irrigation plan indicating location, and specifics of irrigation equipment to be installed on the site. Irrigation design to comply with AB1881 irrigation ordinance and MWELC calculations and worksheet will be included.
5. Provide a 20-scale planting plan indicating location, type, size and quantity of trees, shrubs and ground cover.
6. Provide 40-scale Street Tree Master plan.
7. Provide details and notes for hardscape, site elements, play structure, shade structures, irrigation, planting soils, and planting plans.
8. Provide clarifications and addenda as needed during the bidding phase of the project.
9. This section includes a total of one (1) 2-hour project meetings. Additional meetings other than those described shall be billed at the hourly rates indicated.

### Section 3: Construction Administration

Provide assistance on the project during the construction phase of the landscape design. The services in this section will include the following:

1. Provide clarifications and addenda as needed during the bidding phase of the project.
2. Provide review and analysis of the bids for input into Contractor selection with regard to the landscape design.
3. Provide RFI responses for the purpose of clarification and interpretation of the landscape construction documents.
4. Provide issuance of bulletins for the purpose of providing the Contractor with information related to clarification, documentation of field changes, detail changes, and Contractor changes.
5. Provide review and approval for all landscape, irrigation, hardscape, and site amenities submittals.

### Section 4: Construction Observation

Provide assistance on the project during the construction phase of the landscape design. The services in this section will include the following:

1. Schedule and attend a pre-construction meeting for the purpose of outlining the responsibilities of the Contractor and to verify the standards and quality of workmanship for the project landscape design.
2. Attend one (1) site observation to review installation of the planting soils, and irrigation system.
3. Attend one (1) site observation to review plant material quality and the layout and installation of plant material prior to mulching.
4. Attend a final construction review for the purpose of accepting the installation and starting the 90-day maintenance period.
5. Provide one (1) final maintenance review for the purpose of verifying the compliance with landscape design plans and specifications and accepting the project for the Owner



**Section 5: Additional Services**

Additional services, if requested, shall be at the Consultant's rate of \$110/hr and agreed to by both parties in writing prior to commencing the work.

Our compensation for these services is outlined below:

Section I	Schematic Plan	\$3,300.00
Section II	Construction Documents	\$9,350.00
Section III	Construction Observation:	\$550.00
Section IV	Construction Observation:	\$1,540.00

Payment shall be made as follows:

1. The compensation fee for services does not include any of the following services:
  - a. Plan check fees and building permit fees.
  - b. Structural or electrical engineering (other than described herein).
  - c. ADA and site plan conformance requirements.
  - d. Civil Engineering.
  - e. All base information, including topographic survey and soil investigation and testing shall be provided by others.
  - f. USGBC, LEED Certification or Coordination other than described for Green Building Development.
  - g. Any work or services performed by contractors or other trades.
  - h. Any rental of equipment (dumpsters, compacters, trenchers, etc.).
2. Wood Architecture shall be reimbursed for all delivery, blueprinting and duplication of documents at the cost of reproduction and delivery plus 10%. In addition to either lump sum or hourly contract amount.
3. Mileage for work performed for Plant and Materials sourcing shall be billed pursuant to Federal and State standards plus 10%.
4. If the work is abandoned before completion, compensation shall be based on work completed to date.

**Information to be provided by Client**

1. Any testing required by the City of Visalia and local and/or state agencies.
2. Any reports and professional recommendations requested by the Landscape Architect.
3. Topographic survey
4. Architectural site plan
5. Civil engineering plan (if applicable)
6. Utility Plan

LANDSCAPE ARCHITECT:  
Wood Architecture, Inc.

CLIENT:

\_\_\_\_\_  
Gregory A Mendonsa

\_\_\_\_\_  
Printed Name

Dated \_\_\_\_\_  
California Certificate No.6711  
Renewal Date: 07.21.2027

Title \_\_\_\_\_  
Dated \_\_\_\_\_

Board of Landscape Architects:  
LANDSCAPE ARCHITECTS ARE REGULATED BY THE CALIFORNIA BOARD OF LANDSCAPE ARCHITECTS. ANY QUESTIONS CONCERNING A LANDSCAPE ARCHITECT MAY BE REFERRED TO THE BOARD AT:

Landscape Architects Technical Committee  
Board of Architects- Landscape Architects Program  
2420 Del Paso Road, Suite 105  
Sacramento, CA 95834  
(916) 575-7230

Re





**HAMNER, JEWELL & ASSOCIATES**  
**Government Real Estate Services**  
 Right of Way Acquisition ~ Relocation Assistance ~ Real Property Consulting

*Offices in Ventura, San Luis Obispo and Fresno Counties*

*Writer's Telephone Number: (805) 773-1459*  
*Writer's email address: [jtkatavich@hamner-jewell.com](mailto:jtkatavich@hamner-jewell.com)*

November 24, 2025

*via email to: NCarcha@ppeng.com*

Nick Carcha, EIT  
 Assistant Engineer  
 Provost & Pritchard Consulting Group  
 455 W Fir Avenue  
 Clovis, CA 93611

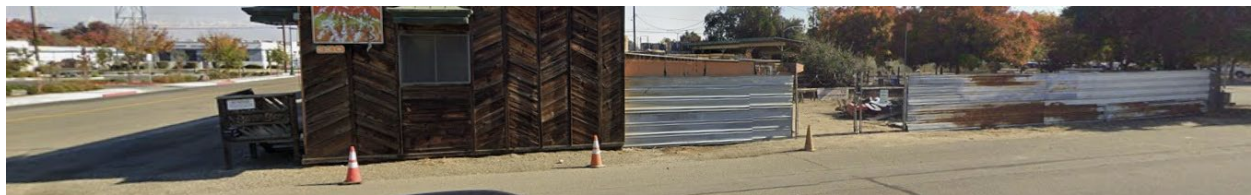
**Subject:** City of Visalia – Santa Fe Street Class IV Cycle Track Project  
 Easements and Acquisitions

Dear Nick,

Thank you for reaching out to Hamner, Jewell & Associates to assist Provost & Pritchard and the City of Visalia with right of way acquisition services for the Santa Fe Street Cycle Track Project. We understand that the project involves the design and construction of a class IV bike route along Santa Fe Street, spanning 1.5 miles between Tulare Avenue and Houston Avenue. The project is planned to improve traffic and bicyclist safety with a bike route that is fully separate from vehicular traffic.

Our initial understanding of the project based on our review has identified two parcels that will require Right of Way (in section Display 4) in order to create proposed bike lane buffer zone.

APN	Address	Owner	Sq Ft, Action
094-240-001-000	330 N SANTA FE ST, VISALIA, CA 93292-5051	FAMILY HEALTH CARE NETWORK (tenant Sierra Signs)	Acquisition



We understand that the project requires either partial fee or permanent easements from the private property owner. We will order preliminary title reports to confirm ownership, liens, and existing easements on the subject properties from a locally based title company, through which we can process escrow once the negotiations are complete.

The acquisition areas for each property will need to be appraised or valued. If the acquisitions needed are small areas that would have a value under \$15,000 per parcel, we recommend using Waiver Valuations rather than formal appraisal and appraisal review services. This option of performing Waiver Valuations can be completed with the assumption that the owner will be cooperative in negotiations and no condemnation proceedings will become necessary. If appraisal reports become necessary during our discussions with the property owner, additional budget will be requested. Utilizing our in-house valuation service will reduce total costs and time for appraisal services. However, if we are not able to reach an amicable settlement with the owner, a formal appraisal will be needed before any condemnation and additional budget will be needed.

We do not see any anticipated need for relocation of residents, structures or businesses in this request for acquisition.

We will prepare offer packages that include: an offer letter, Appraisal Summary Statement, proposed Purchase Agreement, and Deed and conduct the negotiations required to obtain the right of way agreements needed for the project. Keeping this project on schedule is important to the City's goals.

Prior to presenting offers to the property owner, these documents shall be presented to you and the Provost & Pritchard team for the City's review and pre-approval. We anticipate that the City's Legal Counsel will preapprove the agreement deeds that will be a part of the offer package. After our offer presentation, we will pursue agreements with the owner to finalize the right of way transfers. At such time we are able to reach final agreements, we will process all documents for necessary approvals and coordinate escrows, title insurance, and closings. It is always our goal to reach cooperative agreements in lieu of eminent domain litigation on our client's behalf. We have a great track record of successfully reaching agreements on our clients' behalf, minimizing or eliminating the need for eminent domain action.

### **Budget Proposal**

To assist you with these services, we propose to bill monthly in accordance with the terms and provisions of our current Time and Materials Fee Schedule. Please note that we will bill only for time and costs actually expended and necessarily incurred, and we will work closely with you throughout the process. In any case where one is working with individual interests rather than completing an independently controllable task, it is always difficult to identify in advance the specific amount of time that may be required to complete our goals. As I'm sure you already know, some owners tend to require more time than others in initiating forward progress. The amount of our staff time is also affected by how much staff support you may be able to provide in your plans for this project and how much data and contact information you provide to help us efficiently jumpstart our efforts. Based on the information provided, here is our proposed budget for right of way services:

<b>Budget Proposal</b>	
<b>Item</b>	<b>Total Fee<sup>(1)</sup></b>
Project Management	\$2,500
Preliminary Title Reports and Color Coded Plotted Easement Maps	\$1,000
Acquisition Services (waiver valuations, offer documentation, negotiations) per owner	\$10,000
Other Direct Costs	\$500
<b>Total:</b>	<b>\$14,000</b>

*1 This budget will cover up to 85 hours of HJA staff time and assumes work will be completed in FY2025-2026. We will bill only for time actually expended and costs necessarily incurred.*

This budget is also based on a presumption of no more than two required signatories per parcel and no more than one monetary lien subordination per parcel. The City will be solely responsible for the actual payments to property owners for the easement compensation and any and all transactional processing, closing costs, and recording fees. We will also look to you to provide us with your project construction plans, legal descriptions, plats, and area calculations for the easement areas, which we will use in our discussions with property owners and for our contract documents. The City shall also be solely responsible for the payment of any appraisal reimbursement claims made by property owners seeking their own appraisals. Any legal review and consultation shall be handled directly by the City, as it sees prudent or required by your internal policies and procedures.

We look forward to working with you, the Provost & Pritchard team, and the City of Visalia on this project. If you have any questions about this proposal, please contact me at (559) 412-8710 or [jtkatavich@hamner-jewell.com](mailto:jtkatavich@hamner-jewell.com).

Sincerely,

A handwritten signature in black ink, appearing to read 'J.T. Katavich', with a stylized flourish at the end.

J.T. Katavich  
Senior Associate

Enc: 2025-2026 Rate Schedule

## Hamner, Jewell & Associates

(a Division of Beacon Integrated Professional Resources, Inc.)

Hamner, Jewell & Associates is committed to providing the most cost effective, quality real estate services available. At all times, by pre-directive, our clients may structure and direct our efforts and general time expenditures so as to maintain control of the course of our scope of work and the cost of our services. We will bill only for time and costs actually expended in accomplishing the project goals in the most efficient and professional manner.

**Our Rate Schedule for fiscal year 2025-2026 will be held the same as the prior year, as follows:**

Senior Associate – Lillian Jewell	\$288 an hour
Senior Associates II	\$145-210 an hour
Senior Associate I	\$140-190 an hour
Associates II (Acquisition/Relocation)	\$120-155 an hour
Associates I (Acquisition/Relocation)	\$95-140 an hour
Contract Administrators	\$120-180 an hour
Project Coordinators	\$95-135 an hour
Transaction/Escrow Coordinators	\$85-130 an hour
Transaction Assistants	\$85 an hour
Assistants/Clerical Support	\$75 an hour
Appraisers	
	Lump Sum Fee per Appraisal Assignment

These rates are inclusive of general office expenses, overhead, and profit. Reimbursable costs that may be passed through to the client as additional expenses include travel expenses (based upon the standard IRS mileage reimbursement rate for automobile travel, or actual expenses for rail or air travel), special handling fees such as certified, express mail, and courier delivery charges, postage, photography, copy and printing, certain project/client-specific telephone expenses, and other charges made by third parties in connection with performing the scope of services. Such third-party expenses may include, but are not limited to, such costs as moving bid fees, title and escrow company charges, notary fees, and appraisal fees. Fees charged by insurance companies for issuing insurance certificates for client per contract requirements will also be billed through to client for reimbursement. Per diem charges may apply in cases where the project area is more than two hours auto commuting time away from a Hamner, Jewell & Associates (HJA) office location.

All reimbursable and third-party expenses will be billed to the client at cost plus 10%, with appropriate invoices or other appropriate documentation provided for reference, unless mark-up is contractually restricted. Mileage and travel costs will be passed through without mark-up.

Statements for work shall be rendered monthly. Payments are due within thirty days. Payments not received within said period will accrue interest at a rate of 10% per annum.

If HJA is called upon or compelled to provide support for litigation or other proceedings, or respond to subpoenas in any way whatsoever related to the work HJA has completed on client's behalf, client shall pay HJA for required time in accordance with the hourly rates and fees specified in this Fee Schedule, except, however, any time for court testimony and depositions shall be paid at a rate of \$500/hour for HJA Senior Associates, \$325/hour for HJA Associates, and \$200/hour for HJA support staff. HJA shall additionally be reimbursed for all out-of-pocket and overhead expenses in connection with such proceedings. This provision shall survive the term of the contract and shall be binding without restriction or otherwise stated contract budget limitations.

Rates may be adjusted annually with thirty days advance written notice. Publication and distribution of this rate schedule shall be deemed such annual notice with regard to annual rate adjustment contractual provisions.



**HAMNER, JEWELL & ASSOCIATES**  
**Government Real Estate Services**  
Right of Way Acquisition ~ Relocation Assistance ~ Real Property Consulting  
*Offices in Ventura, San Luis Obispo and Fresno Counties*  
Writer's Telephone Number: (805) 773-1459  
Writer's email address: [businessoffice@hamner-jewell.com](mailto:businessoffice@hamner-jewell.com)

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### **Hamner, Jewell & Associates Contracting Guidelines**

Thank you for contracting with Hamner, Jewell & Associates for your upcoming project. This is to provide you with important information to facilitate and expedite our contracting process.

For contracting purposes please use the following information:

**Corporate Name:**

Beacon Integrated Professional Resources Inc., a California S-corporation  
DBA Hamner, Jewell & Associates

**Corporate signatory is:**

Lillian D. Jewell  
President

**Our Company EIN# 77-0551695**

Please direct your correspondence regarding contracting and insurance issues as follows:

**Contract communications, requests for contract signatures and insurance certificates:**  
[businessoffice@hamner-jewell.com](mailto:businessoffice@hamner-jewell.com)

**Invoicing questions should be directed to:**  
[accounting@hamner-jewell.com](mailto:accounting@hamner-jewell.com)

**Any hard copy noticing, or mailings to our corporate office should be directed to:**  
Hamner, Jewell & Associates  
3183 Duncan Road, Suite E  
San Luis Obispo, CA 93401-6781

Note that our corporate office handles all contracts, invoicing, AP payables, insurance certs, business licenses, and other general business administration matters. Please direct requests as indicated above for fastest responses.

**Sub-Contractors and Vendors:**

Please submit your invoices for payment to [AP@hamner-jewell.com](mailto:AP@hamner-jewell.com)  
Please submit your insurance certs and W-9s to [CorporateAdmin@hamner-jewell.com](mailto:CorporateAdmin@hamner-jewell.com)

Thank you –We look forward to working with you on the upcoming project!