

Mayor
William Siegel
Mayor Pro Tem
Lois Wynne
Council Members
John Gordon
Eddie Neal
Willard Rodarmel



**Public Works
Department**
711 W. Cinnamon Drive
Lemoore ♦ CA 93245
Phone ♦ (559) 924-6735
FAX ♦ (559) 924-6708

Staff Report

ITEM 4-4

To: Lemoore City Council

From: David Wlaschin, Director of Public Works/Planning 

Date: March 27, 2014

Subject: Acceptance of Cinnamon Drive Canal Study Final Design Concept – Resolution 2014-09

Discussion:

The final design concept report for the Cinnamon Drive Canal Study has been completed by Blair, Church and Flynn Consulting Engineers. The project included street and irrigation pipeline improvements at the Cinnamon Municipal Complex.

This study was authorized by Council in Resolution 2011-37 on September 6, 2011 and provides for the design of street improvement completion on the south side of West Cinnamon Drive from Hill Street to the Lemoore Youth Sports Complex. The project involved the community's input on the design of improvements across the frontage of the Cinnamon Municipal Complex. Three public information meetings were held to receive comments and input on three design options.

All comments received were incorporated into the attached document prepared by Blair, Church and Flynn which is also being submitted to the Department of Transportation for final reimbursement. This design was helpful in the coordination of our solar parking facility currently under construction. Staff will use this document to assist with the acquisition of grant funding to complete improvements in this area.

Budget Impact:

Total grant reimbursement in the amount of \$83,230 from the State of California Department of Transportation.

Recommendation:

That Council, by motion, accept the final design concept for the Cinnamon Drive Canal Study and authorize the Mayor to sign Resolution 2014-09.

Design Report

for Street and Irrigation Pipeline Improvements at Cinnamon Municipal Complex



March, 2014

Prepared for:
City of Lemoore



**Blair,
Church
& Flynn**
CONSULTING ENGINEERS



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www.bcfengr.com

Design Report for Street and Irrigation Pipeline Improvements at Cinnamon Municipal Complex

March, 2014

Prepared for:
City of Lemoore

Prepared by:
Blair, Church & Flynn Consulting Engineers



Blair,
Church
& Flynn
CONSULTING ENGINEERS



Design Report

for Street and Irrigation Pipeline Improvements at
Cinnamon Municipal Complex

March, 2014

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DESIGN REPORT
STREET AND IRRIGATION PIPELINE IMPROVEMENTS
AT CINNAMON MUNICIPAL COMPLEX

1. INTRODUCTION

The design of the Street and Irrigation Pipeline Improvements at the Cinnamon Municipal Complex was performed in accordance with the Scope of Work included in the Request for Proposal issued by City of Lemoore during the Engineering Design Consultant selection process. This Scope of Work follows the guidelines required for projects funded by the Caltrans Transportation Enhancement Activities (TEA) program. This report describes the efforts that were taken in determining the final design concept for the project and documents the performance of the Tasks outlined by the Scope of Work.

2. DETERMINATION OF DESIGN OBJECTIVES

The first order of work performed by our office consisted of collecting topographic survey of the project site and requesting as-built utility records from the appropriate utility companies. After a base map was created from the topographic survey and utility records, our office began developing three unique design alternatives based on the criteria determined internally by City of Lemoore as part of Task 1.2. Additional meetings were held with City of Lemoore staff to establish specific design requirements and limitations in accordance with Tasks 2.6 and 3.1. Based on these meetings, the primary design objectives for the project were determined to include:

1. Create Class II Bikeways, sidewalk and landscaping to improve the function and aesthetics of the site in accordance with Caltrans requirements for TEA Funding
2. Create parking and bus drop off areas on the South side of Cinnamon Drive for use by Recreation Center visitors
3. Create a safe pedestrian crossing at Liberty Drive
4. Place the existing irrigation canal on the South side of Cinnamon Drive underground to allow for the widening of Cinnamon Drive and construction of Class II Bikeways, curb, gutter, sidewalk and landscaping

3. FORMATION OF DESIGN ALTERNATIVES

In accordance with Task 3.2, our office assembled diagrams for three unique design alternatives that satisfied the Design Objectives. The three design alternatives all shared a common street layout that consisted of 5 foot wide Class II Bikeways on the north and south sides of Cinnamon Drive, one 13 foot vehicular travel lane in each direction, a single 12 foot wide dual turn lane and an 8 foot wide parking lane/bus drop-off on the south side of Cinnamon Drive. This street layout complies with the Master Plan width of Cinnamon Drive and allows for connection to the existing curb and gutter at the east and west ends of the project.

Sidewalk layout, landscaping, decorative concrete features and signage/signalization at the Liberty Drive pedestrian crossing were all varied between the design alternatives in order to provide a wide range of options for public comment. The three design alternatives presented to the public are described in the following section.

4. DESCRIPTION OF DESIGN ALTERNATIVES

Alternative A

Design Alternative A included a straight 6 foot wide sidewalk and a 7 foot wide landscaped parkstrip between the curb and sidewalk. A 10 foot wide pedestrian crossing at Liberty Drive was shown with standard 'Pedestrian Crossing' signs. Landscaping was shown as shrubs and bushes with trees behind the back of sidewalk. A diagram of Design Alternative A is included in Appendix 1.

Alternative B

Design Alternative B included a straight 6 foot wide sidewalk and a 7 foot wide landscaped parkstrip between the curb and sidewalk. A decorative semi-circle seating wall and planter was added near the Liberty Drive crosswalk. Curb returns were modified from the City of Lemoore Standard Drawings to include a decorative semi-circle at the back of walk. 'Pedestrian Crossing' signs with integrated flashing lights were shown at the 10 foot wide pedestrian crossing at Liberty Drive. Landscaping was shown as shrubs and bushes with trees behind the back of sidewalk. A diagram of Design Alternative B is included in Appendix 2.

Alternative C

Design Alternative C included a curved 6 foot wide sidewalk and a landscaped parkstrip of varying width between the curb and sidewalk. A circular seat wall and planter resembling a traffic roundabout were added behind the Liberty Drive crosswalk. 'Pedestrian Crossing' signs with integrated flashing lights and in-road flashing lights were shown at the 10 foot wide pedestrian crossing at Liberty Drive. Landscaping was shown as shrubs and bushes with trees behind the back of sidewalk. A diagram of Design Alternative C is included in Appendix 3.

5. COLLECTION OF PUBLIC COMMENTS

The three Design Alternatives were presented to the public in two separate community workshops on November 8, 2012 at the Cinnamon Municipal Complex, in accordance with Tasks 2.4 and 2.5. A flyer publicizing the workshops was assembled by our office in accordance with Task 2.1, and was placed on the City of Lemoore website and distributed by City of Lemoore per Tasks 2.2 and 2.3. The flyer is included in Appendix 5.

Poster boards with diagrams of the three Design Alternatives were presented to the public by our office in a series of small-group meetings, spread over two separate 60 minute periods in the morning and evening. Since the number of people in each group was small it gave us an opportunity to describe the

Design Alternatives in depth to the attendees, answer whatever questions they had and listen to their suggestions. Following our presentation of the Design Alternatives the attendees were asked to vote for the designs that they liked best. A sign-in sheet with the names of the attendees and a tally sheet of the vote are included in Appendix 6.

6. SELECTION OF PREFERRED DESIGN ALTERNATIVE

The attendees of the two community workshops clearly preferred Design Alternative C with the curved sidewalk, roundabout-style planter and in-ground flashing lights over the other two Design Alternatives. A small number of people preferred the semi-circle planter shown in Alternative B over the roundabout, but not a single person preferred the layout shown in Alternative A. The most common input that was received from the workshop attendees was that they wanted some sort of flashing light to draw attention to the pedestrian crossing.

7. DEVELOPMENT OF FINAL DESIGN CONCEPT

Based on the overwhelming preference for Design Alternative C, our office began coordination with the City of Lemoore to determine the Final Design Concept. During this coordination it was determined that there would need to be several revisions to the preliminary Alternative C layout in order to accommodate the needs of the neighboring property owners and the City maintenance forces.

Due to the location of existing right-of-way limits east of the Cinnamon Municipal Complex (CMC), the construction of a curved sidewalk as shown on the Design Alternative C diagram would require the purchase or easement of a substantial amount of property from the property owner east of the CMC. It was determined that the curved sidewalk could also negatively affect the function of the existing driveways belonging to the property owner. Considering these issues, the City made the decision to use a 6 foot wide straight sidewalk with a 7 foot wide parkstrip between the eastern edge of the CMC frontage and Hill Street. This would allow for the majority of the project to still use the curved sidewalk that was preferred by the public, while minimizing right-of-way purchase and avoiding negative effects to the neighboring property.

The property owner to the west of the CMC was concerned about how the construction of new curb and gutter would affect his plans to add a second drive entrance to his property. In response, the City decided to incorporate a second drive entrance slightly west of the Liberty Drive intersection.

The City of Lemoore Recreation Department expressed concern that the roundabout planter near the Liberty Drive pedestrian crossing could become an unwanted gathering point for people. Due to the possible negative effects that this would have on pedestrian safety and maintenance operations, the City decided to remove the seat wall and make the planter flush with the sidewalk. By doing this, the likelihood for the area to become a gathering point was reduced. It was also decided that the roundabout should be moved towards the east to be centered between two drive entrances for aesthetic reasons.

During the community workshops it became clear that most of the attendees wanted to have flashing pedestrian signalization at the Liberty Drive crosswalk. City of Lemoore had previously installed in-road flashers similar to those shown on the Design Alternative C diagram, and were having significant problems maintaining them. In consideration of these maintenance issues, the City decided to use flashing pole mounted pedestrian crossing signs instead. These signs would be placed on each side of Cinnamon Drive and provide a highly visible warning for drivers to yield to pedestrians.

After considering the comments received during the community workshops and the additional design modifications proposed by the City, a Draft Final Design Concept was assembled. This draft was presented a third and final time to the public in accordance with Task 3.6. A flyer and sign-in sheet for this meeting are included in Appendices 5 and 6, respectively.

Following the final community workshop, our office adapted the Draft Final Concept to arrive at a Final Design Concept. This Final Design Concept incorporates the input that we received at the community workshops and addresses the design issues that became apparent during our coordination with the City. A diagram of the Final Design Concept is included in Appendix 4.

8. CONCLUSION

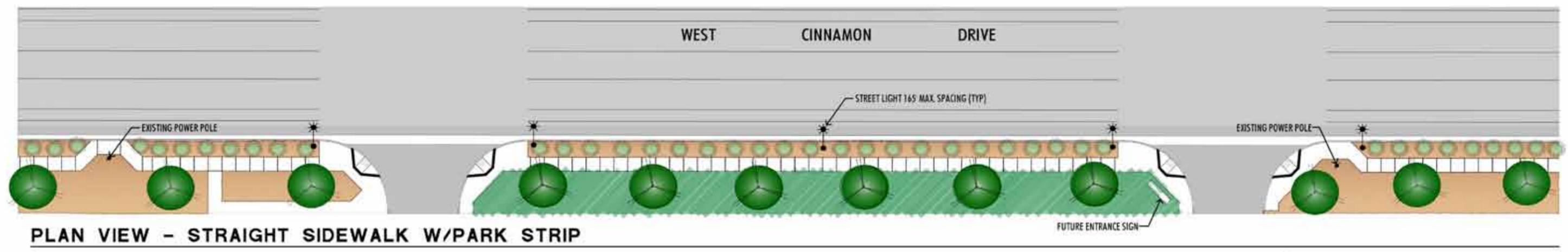
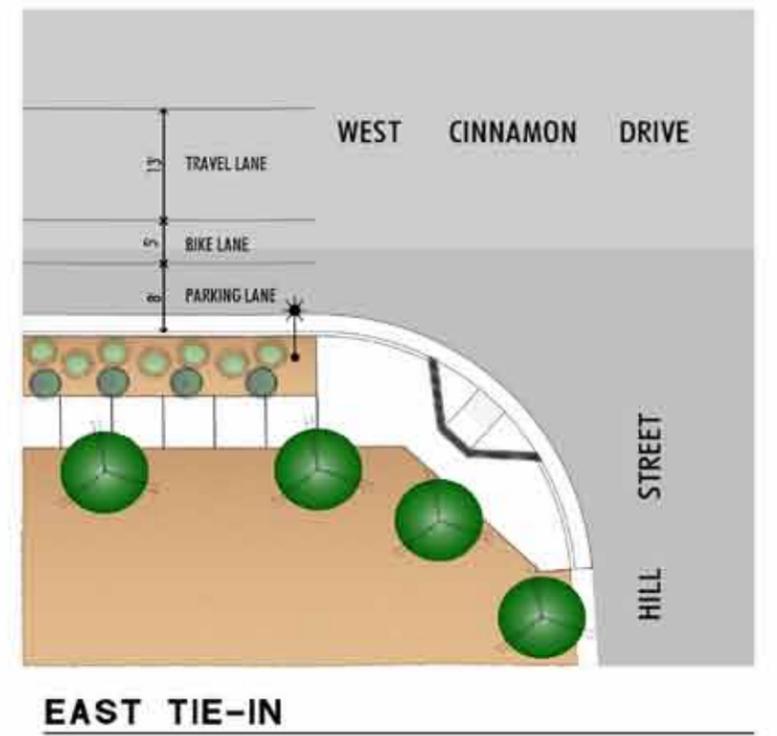
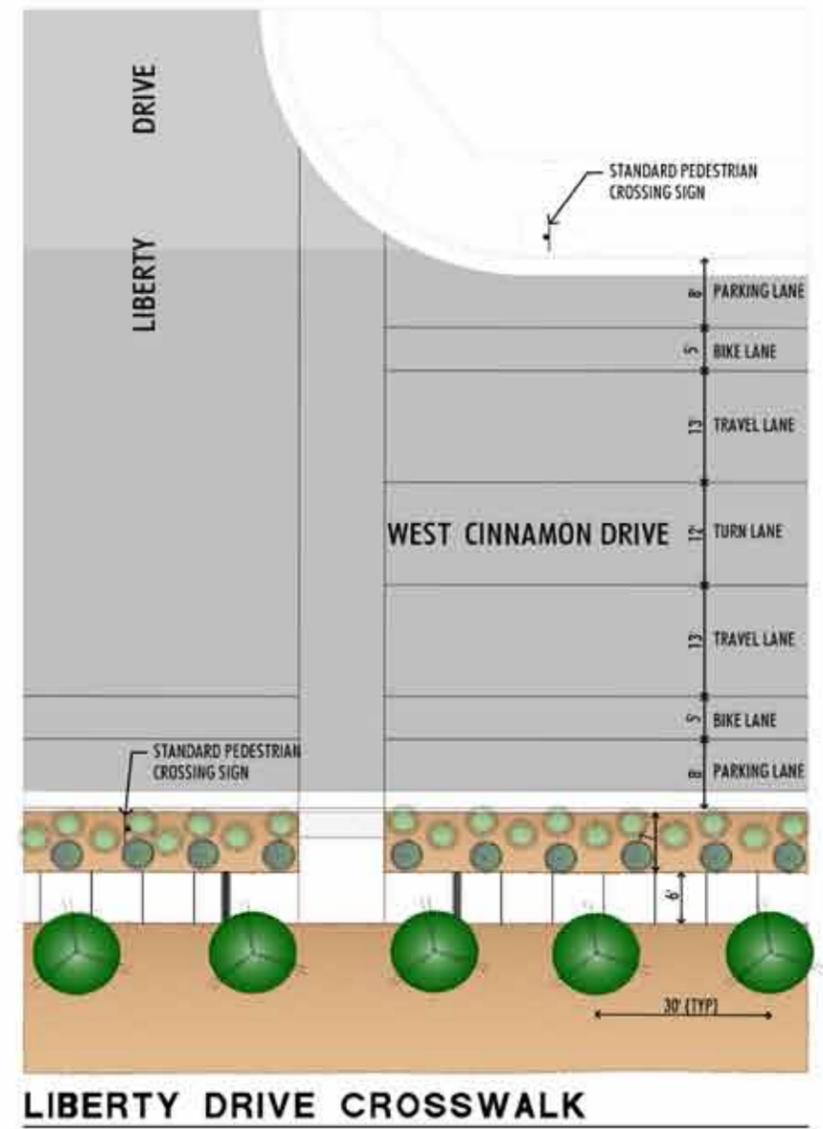
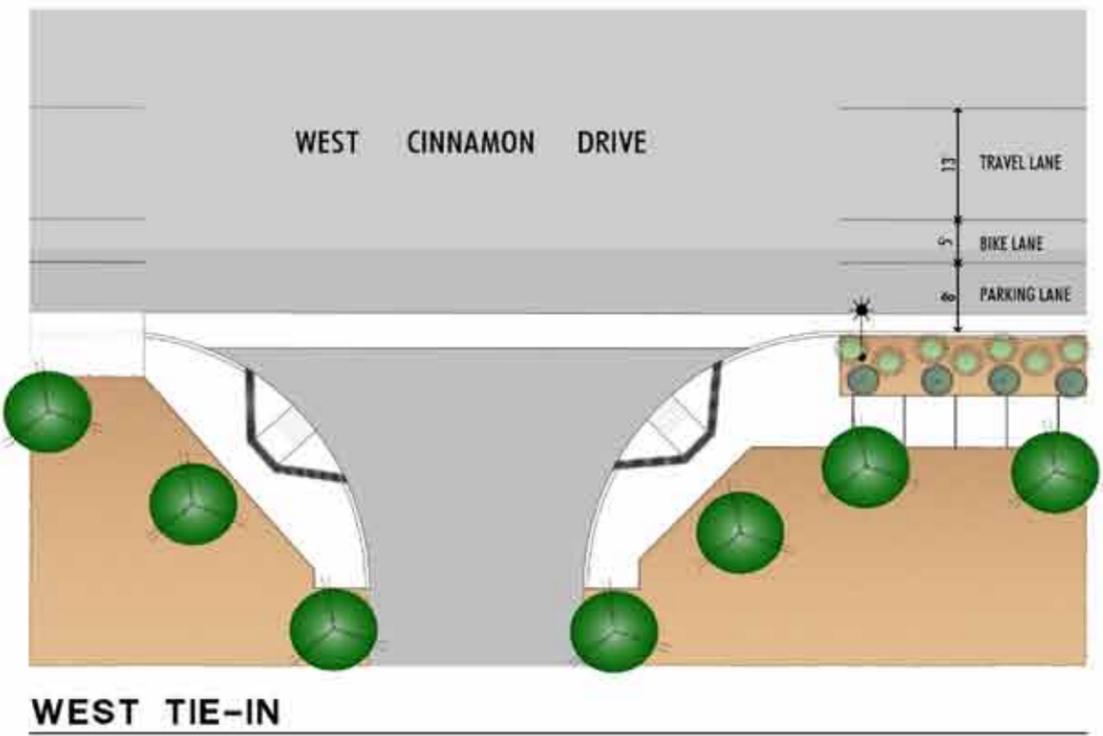
The creation of the Final Design concept for the Street and Irrigation Pipeline Improvements at Cinnamon Municipal Complex was performed in accordance with the Scope of Work included in the Request for Proposal. The design is in compliance with requirements for Caltrans TEA funded projects, was based on input from the public and satisfies the Design Objectives determined by the City of Lemoore.



APPENDICES



ALTERNATIVE DESIGN A

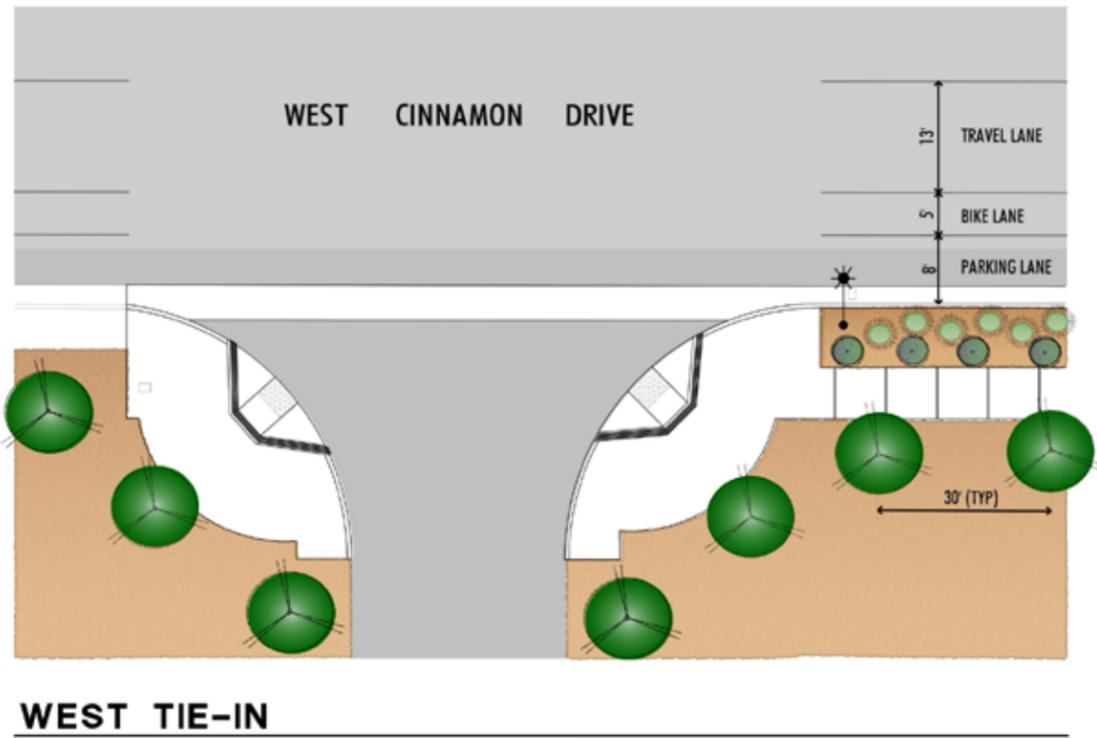


CITY OF LEMOORE
CINNAMON DRIVE IMPROVEMENTS
STREET PLAN - ALTERNATE A

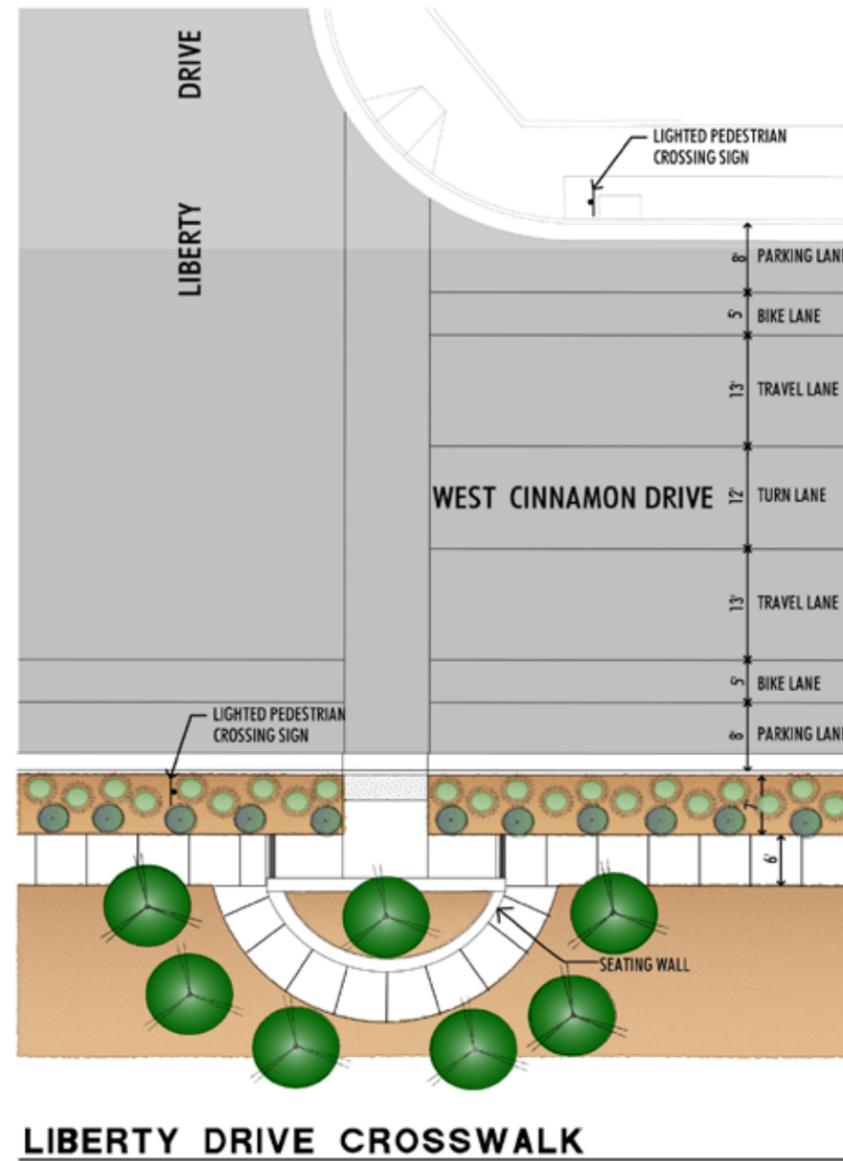
Blair,
Church
& Flynn
CONSULTING ENGINEERS



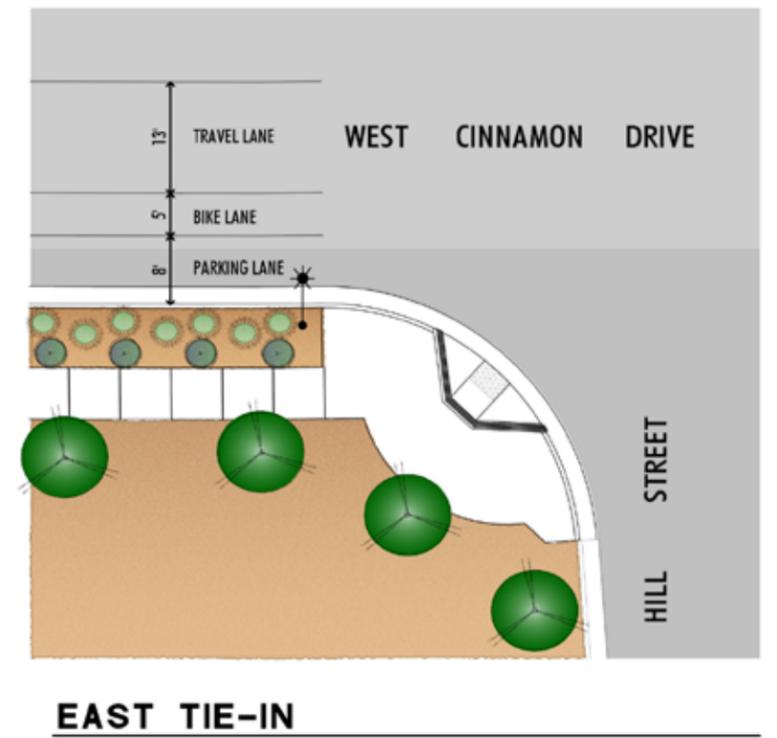
ALTERNATIVE DESIGN B



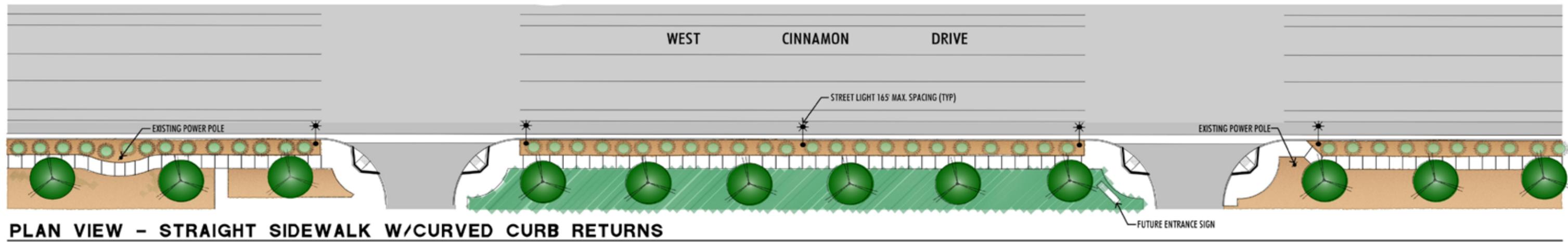
WEST TIE-IN



LIBERTY DRIVE CROSSWALK



EAST TIE-IN



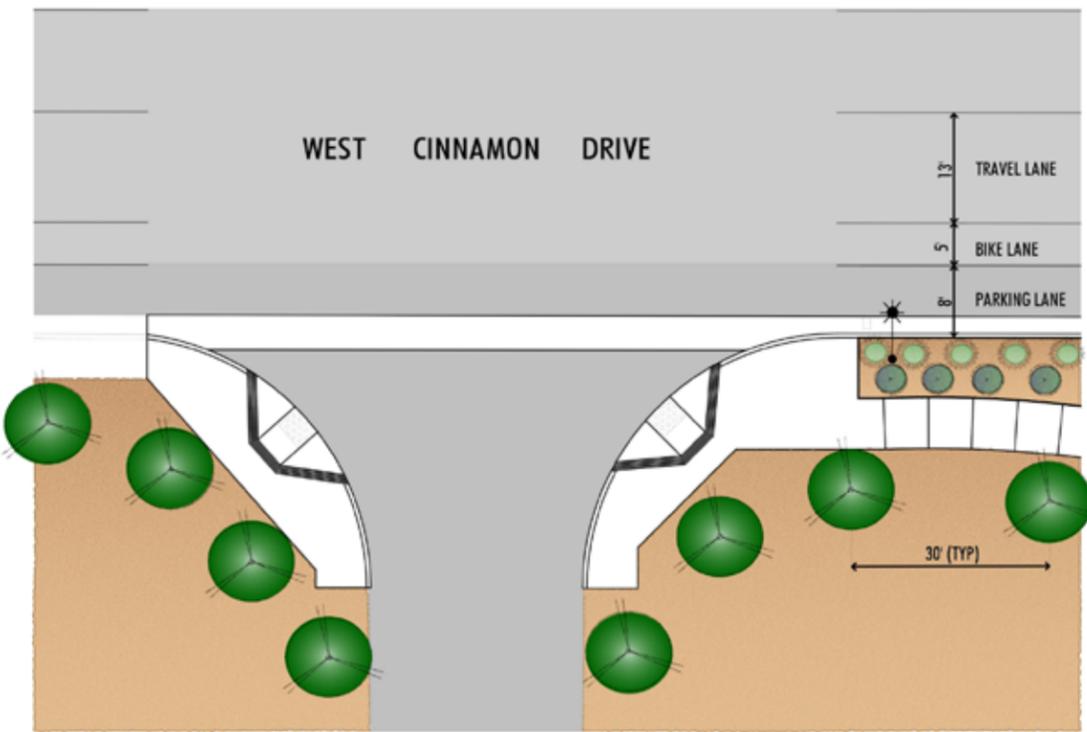
PLAN VIEW - STRAIGHT SIDEWALK W/CURVED CURB RETURNS

CITY OF LEMOORE
CINNAMON DRIVE IMPROVEMENTS
STREET PLAN - ALTERNATE B

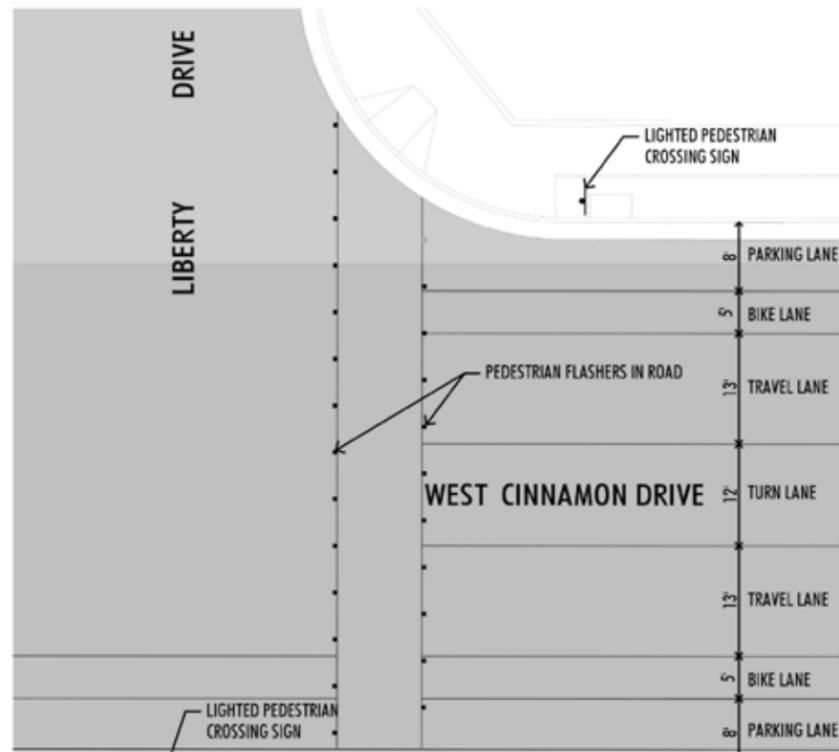
Blair,
Church
& Flynn
CONSULTING ENGINEERS



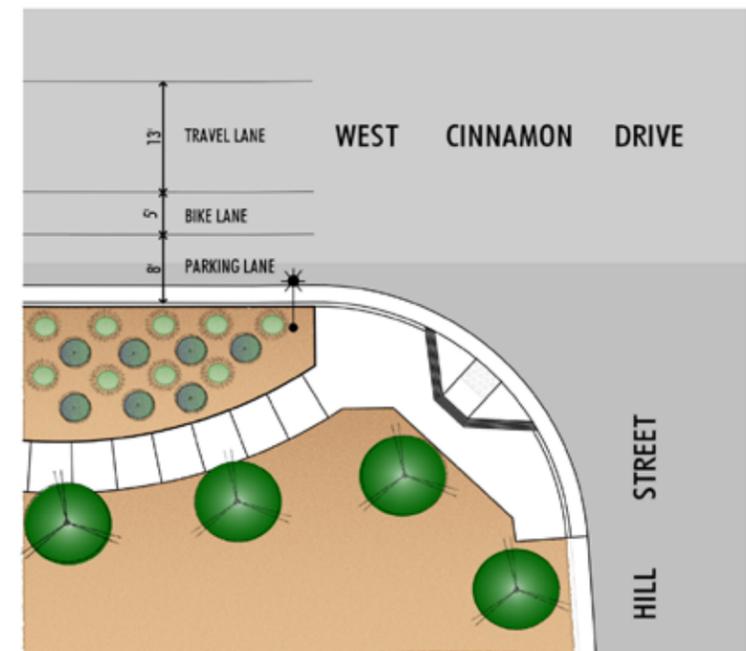
ALTERNATIVE DESIGN C



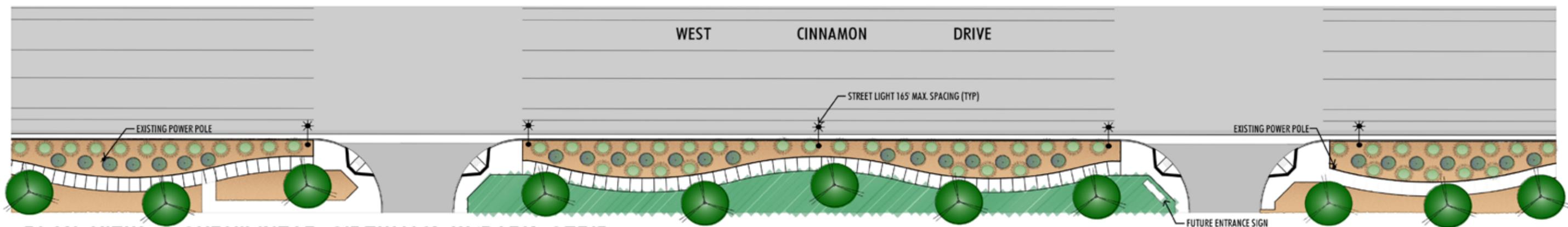
WEST TIE-IN



LIBERTY DRIVE CROSSWALK



EAST TIE-IN

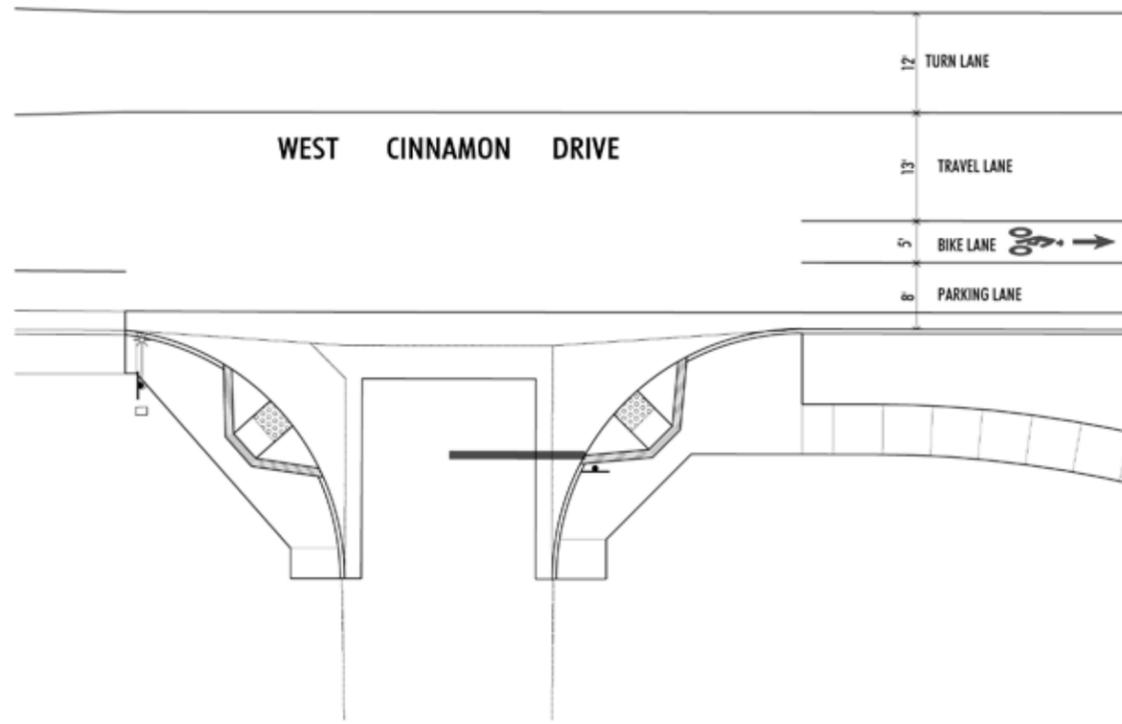


PLAN VIEW - CURVILINEAR SIDEWALK W/PARK STRIP

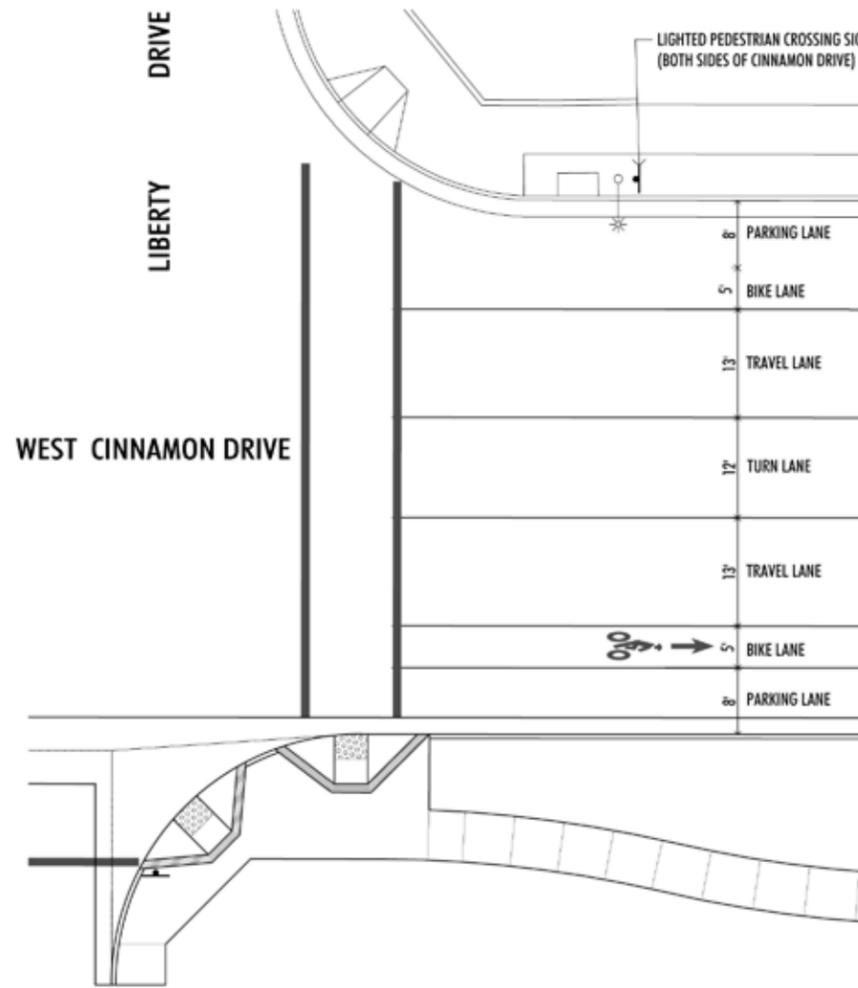
CITY OF LEMOORE
CINNAMON DRIVE IMPROVEMENTS
STREET PLAN - ALTERNATE C



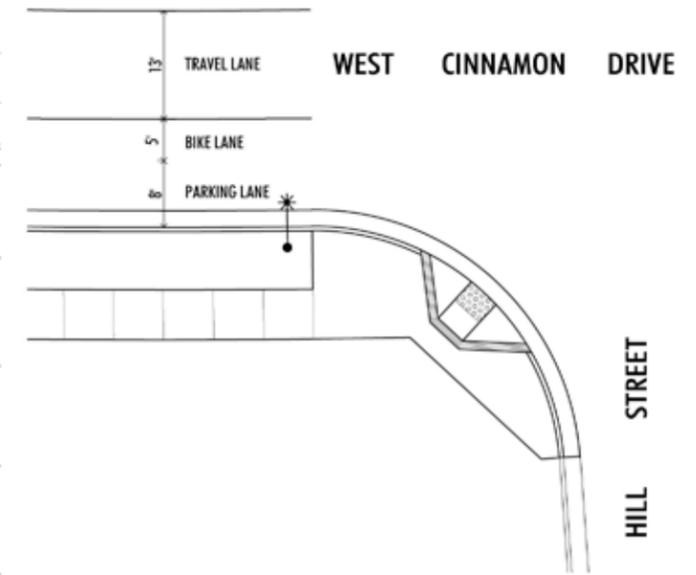
FINAL DESIGN CONCEPT



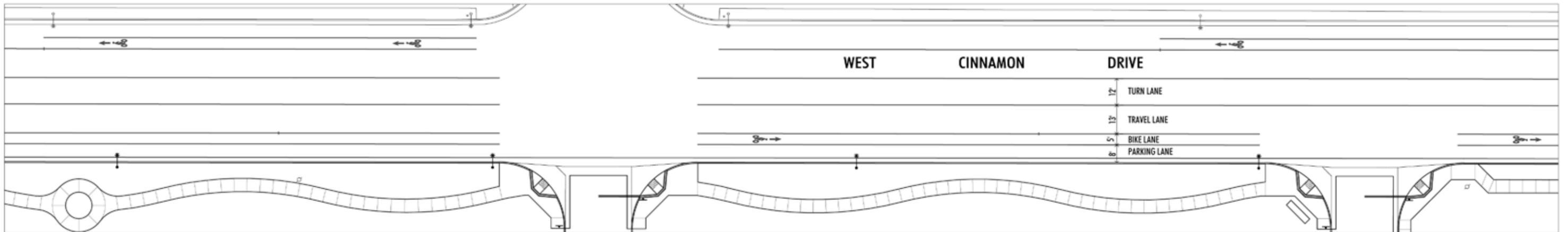
WEST TIE-IN



LIBERTY DRIVE CROSSWALK



EAST TIE-IN



PLAN VIEW - CURVILINEAR SIDEWALK W/PARK STRIP

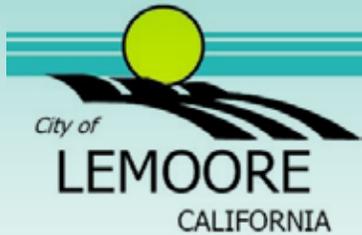
**CITY OF LEMOORE
CINNAMON DRIVE IMPROVEMENTS
STREET PLAN - FINAL LAYOUT**

Blair,
Church
& Flynn
CONSULTING ENGINEERS



COMMUNITY WORKSHOP FLYER

COMMUNITY MEETING



CINNAMON DRIVE CANAL PROJECT



Date: THURSDAY - NOVEMBER 8, 2012

Time: 10:30 - 11:30 a.m. & 6:30 - 7:30 p.m.

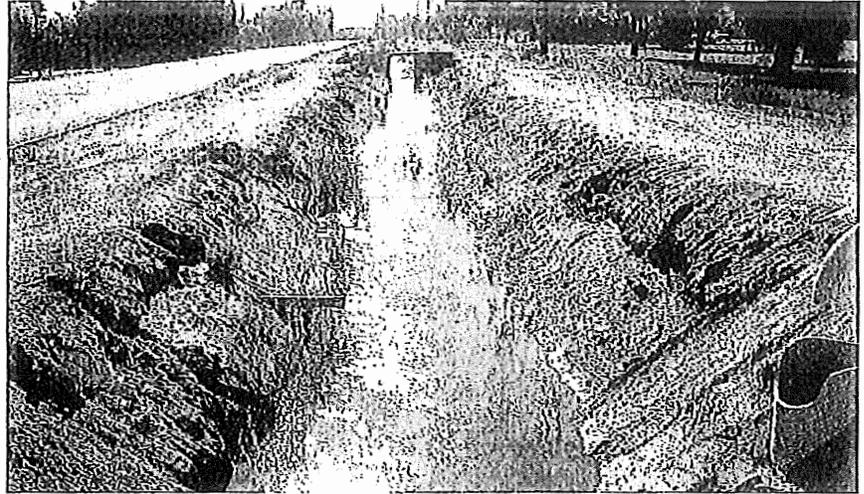
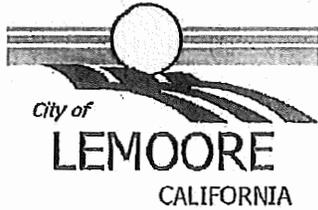
Location: Cinnamon Municipal Complex, Recreation Area
711 West Cinnamon Drive, Lemoore CA 93245

The public is invited to discuss future construction on Cinnamon Drive between Liberty Drive and Hill Street. Possible design options will be presented and public input will be collected.

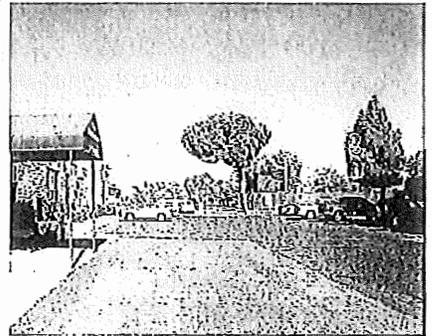
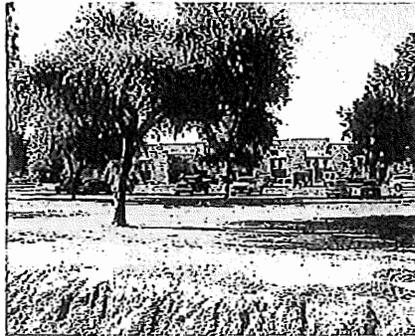
The scope of work includes: underground piping of canal, installation of curb, gutter, sidewalk, bike lane and construction of new entrance and parking facilities to serve the Cinnamon Municipal Complex.

For more information, please contact Lauren Apone at (559) 924-6734 or email lapone@lemoore.com

COMMUNITY MEETING



CINNAMON DRIVE CANAL PROJECT



Date: Friday, November 8, 2013

Time: 10:00 a.m.

Location: Cinnamon Municipal Complex, Recreation Area
711 West Cinnamon Drive, Lemoore CA 93245

The public is invited to discuss future construction on Cinnamon Drive between Liberty Drive and Hill Street. Possible design options will be presented and public input will be collected.

The scope of work includes: underground piping of canal, installation of curb, gutter, sidewalk, bike lane and construction of new entrance and parking facilities to serve the Cinnamon Municipal Complex.

For more information, please contact Lauren Apone at (559) 924-6734 or email lapone@lemoore.com



COMMUNITY WORKSHOP
SIGN-IN SHEET AND VOTING RESULTS

u

CINNAMON DRIVE IMPROVEMENTS PUBLIC OUTREACH

11/8/2012

SIGN-IN SHEET

Leanne Verema	
Chris Uha-KCAG	
Holly Smyth, City of	Lemoore
Johannie de Jong	Lemoore RV or Boat stores
David Wlaschke	
Angie Dow KCART	
Bruce Abanathie - KCAG	
Jeff Burt	City of Lemoore
Soledad Perez	Lemoore P.D.
Ernie Smith	Lemoore
Frank Aners	City of Lemoore
Rick Rayburn	WESD
Willard Rodarme	City of Lemoore
Drene Ford	City of Lemoore
Lauren Apone	City of Lemoore
Jane Oliveira	City of Lemoore
Janie P. Clavner	
Raf Oliveira	
Allen Weststrand	BC&F
Josavin Datta	PLAN B with Auto Street lights
James M. Mattingly	Parent (Lemoore)
Sandra Uvalle	Parent
David Ding	Parent
Valer Cappon	PARENT
Audrey Lita	
Nivia Lourenco	Lemoore RE.
Joe Lourenco	Parent
DAVID MADDEN	CATERERS - DE-PLANNING
DAVID MOWRY	BLAIR, CHECH & FLYNN
Lucena Ramirez	City of Lemoore
Juliana Lopez	City Lemoore
Rosa Aguilar	

CINNAMON DRIVE PUBLIC OUTREACH
11/8/2012

Sidewalk Option A	
Sidewalk Option B	
Sidewalk Option C	

Ramp Option A	
Ramp Option B	
Ramp Option C	

Sign	
Lighted Sign	
In Ground Flashers	

CINNAMON DRIVE IMPROVEMENTS PUBLIC OUTREACH
8-Nov-13

Lauren Apono

Allen Westersund

Wendy

John

Gene Ford

~~John~~
John Martin

Anthony Vainot



REQUEST FOR PROPOSAL/ SCOPE OF WORK

**CITY OF LEMOORE
NOTICE FOR CONSULTING SERVICES**

The City of Lemoore is inviting consultants to submit a Statement of Qualifications (SOQ) for:

Cinnamon Drive Canal Project

SOQ's will be for the design of relocating the canal along Cinnamon Drive, from Liberty Drive to Hill Street, underground, installing curb, gutter, sidewalk, and bike lane above the canal, and designing a new entrance, drainage, and parking lot expansion for the Cinnamon Municipal Complex, located adjacent to the canal. The selected consulting firm will provide a licensed architect or professional engineer to be in charge of overall design.

Required experience: design of similar projects and experience with Caltrans bidding requirements and TE project funding.

For the proposed location, NEPA and CEQA work have NOT been completed.

SOQ Submittal Requirements:

In order to be considered, submit five complete sets of the SOQ to Lauren Apone at City of Lemoore no later than 2:00 PM on Friday, May 4, 2012 to the address below. Any materials submitted after than time will not be considered.

City of Lemoore
Attn: Lauren Apone
711 West Cinnamon Drive
Lemoore, CA 93245

The complete Request for Qualifications, along with any questions, can be obtained and answered by Lauren Apone at the City of Lemoore at 559-924-6734 or lapone@lemoore.com.

Publish: April 12, 2012

Introduction:

The City of Lemoore is looking to obtain professional services for the design of plans and construction contract documents for a canal undergrounding and curb, gutter, sidewalk, and bike lane installation along Cinnamon Drive and accompanied parking lot expansion and additional entrance to 711 West Cinnamon Drive.

This project involves designing the relocation of approximately 1200 feet of open canal/ditch underground and constructing curb, gutter, sidewalk, and bike lane on the south side of Cinnamon Drive between Liberty Drive and Hill Street. In addition, the project involves designing the parking lot expansion of the Cinnamon Municipal Complex to include an additional approximately 150-175 spaces at 711 West Cinnamon Drive, directly adjacent to the canal, and adding a new entrance to the facility.

A site visit may be scheduled upon request by contacting Lauren Apone at the City of Lemoore at 559-924-6734 or lapone@lemoore.com.

Project Information

Location – The project along West Cinnamon Drive in Lemoore, CA.

Funding – The funding for the engineering phase of this project is provided through a Community Based Transportation Planning (CBTP) Grant. The canal relocation and installation of curb, gutter, sidewalk, and bike lane will be funded through Transportation Enhancement (TE) Funding administered through Caltrans in the amount of \$419,000. The parking lot expansion will be paid out of Redevelopment Bond Proceeds and has a budget of \$460,395. Both funding sources require prevailing wage and the two projects may be bid together.

Time Frame – Once the City of Lemoore awards the design contract, the City needs bid-ready specifications within 12 months time.

Right of Way – The Consultant's scope of work does not include right of way work.

Environmental Documents - Environmental documents have not been completed

Scope of Services:

The Consultant will work in concert with the City of Lemoore, Lemoore Canal and Irrigation Company, and interested stakeholders as well as the general public to develop the design and construction documents, assist in soliciting construction bid proposals, and work with the City and Contractor during construction. Please note that since the engineering work is being paid for by a Community Based Transportation Planning Grant, additional requirements, such as holding public meetings, must be met. Details are included in Attachment 1.

In general, the work will include:

- Review existing conditions
- Provide concept design services to determine layout and configuration

- Advertise and hold public meetings with interested stakeholders
- Prepare schematic design for project based on City and public input
- Refine site layout and coordinate with City review agencies to confirm compliance with current regulations for grading, storm drainage/retention, utilities, and paving.
- Prepare design development and final construction documents for bidding a complete project. Cover sheet of plans and specifications shall be signed and stamped by a person in responsible charge and shall be a registered professional engineer licensed to practice in the State of California.
- Facilitate review and approval of construction drawings and specifications by City of Lemoore Planning Department, Public Works Department, and Fire Department.
- Assist during the bidding phase, e.g., preparation of addenda, response to RFIs, and evaluation of bids.
- Provide Construction Phase administration services and assist the City in verification of compliance with approved drawings and specifications.

Statement of Qualifications Content

Each SOQ shall be accompanied with a cover letter that is signed by an individual authorized to commit the firm to the project. The cover letter shall also provide the following: name, title, e-mail address, and telephone number of individuals with the authority to negotiate and contractually bind the company.

The SOQ shall include at least the following content:

1. Firm name and contract information
2. Organizational chart for project showing personnel and sub-consultants
3. Key personnel, including sub-consultants, who will work on the project with their education, credentials, and relevant experience
4. Name, address, and phone number of sub-consultants
5. Cost to provide engineering services, broken down into:
 - a. Preliminary design and public input phase
 - b. Construction document phase
 - c. Advertise and bidding phase
 - d. Construction phase
6. Evidence to demonstrate experience of design of similar projects. For each project, list:
 - a. Name and date of project
 - b. Location
 - c. Cost of construction for project
 - d. Scope of project
 - e. Name, address, and telephone number of current customer contact

Page limit: 30, including cover letter (not including cover or tab-separating pages that have no text or graphics). An SOQ with more than 30 pages may be deemed non-responsive and not considered.

Selection Process:

A consultant selection committee will evaluate the proposals and determine the rank order of firms. Evaluation of proposals will be on the basis of materials submitted, as well as contact with past clients.

The committee will use the following criteria to evaluate the proposals:

Extent of experience with similar projects	40 points
Proposed Engineering Costs	30 points
Experience with Caltrans on federally funded projects	20 points
Satisfaction of past Clients	10 points

The City of Lemoore reserves the right to reject any and all proposals.

Fee Determination:

The final compensation amount for consultant services will be negotiated with the highest ranked firm after the selection process is completed and after agreeing to the final scope of work. In the event that negotiations fail with this firm, the City of Lemoore will terminate the negotiations and commence negotiations with the next highest ranked firm. This process shall continue until an agreement is reached on a fair and equitable fee.

Attachments:

Attachment 1 is the Scope of Work outlining the requirements of the Community Based Transportation Planning Grant, which is funding the engineering for this project. Attachment 2 shows a preliminary drawing of the proposed parking lot expansion.

Contact Information:

Lauren Apone
City of Lemoore
559-924-6734
lapone@lemoore.com

SCOPE OF WORK: Cinnamon Drive Canal Study

INTRODUCTION:

OVERALL SCOPE PRODUCTS/OBJECTIVES

1. Task Title: Project Contracting

- Task 1.1* *Project initiation / kick-off meeting – City staff will meet with Caltrans to go over grant procedures and overall project expectations.*
- Task 1.2** **Staff coordination – coordination among various City departments to determine the needs of the project and how to best meet those needs.**
- Task 1.3** **RFP for consultant selection – City staff will solicit proposals for qualified consultants to perform the planning work.**

Task	Deliverable	Documentation
1.1	Initiation meeting	Attendance sheet
1.2	Staff meeting	Attendance sheet
1.3	Consultant contract	Copy of contract

2. Task Title: Public Outreach

- Task 2.1** **Design flyer to announce workshops – Planning consultant will design/develop a flyer to publicize the community workshops. The flyer will be reproducible for distribution and mailing and will be available in English and Spanish.**
- Task 2.2** **Add project page to City website – City employee will add link to side menu of The City of Lemoore website. The link will connect to a page with information about the community workshops.**
- Task 2.3** **Distribute flyers by mail and hand – The flyer developed in task 2.1 will be mailed out in monthly utility bills. Flyers will also be distributed by hand to locations throughout town, including Lemoore City Hall, Lemoore Public Library, City information kiosks, and restaurants and businesses throughout Lemoore.**
- Task 2.4** **Community workshop #1 – Community will be invited to attend this community workshop with the selected consultant and City staff to brainstorm ideas for the project.**
- Task 2.5** **Community workshop #2 – Consultant, after receiving input from the first community workshop, will prepare a presentation for the project and present to interested stakeholders and solicit input on any potential changes.**
- Task 2.6** **Joint planning/parking & safety/bicycle advisory commission meeting**

Task	Deliverable	Documentation
2.1	Delivery to City	Finished flyer
2.2	Working link to project page	Page accessible online
2.3	Distribution list	Distribution list
2.4	Workshop summary	Attendance sheet
2.5	Workshop summary	Attendance sheet
2.6	Joint planning/parking & safety/bicycle advisory commission meeting	Attendance sheet

3. Task Title: Streetscape Concept

- Task 3.1** **Develop streetscape concept – Consultant will develop the streetscape concept based on input from Lemoore Community Garden Group/**
- Task 3.2** **Develop design concept alternative – Alternative design concepts will be developed by the consultant for consideration by the City Council.**
- Task 3.3** **Draft final design concept & report – Consultant will draft the final design concept for this project for staff comments.**
- Task 3.4** **Submit draft and final reports/plans for Caltrans review and approval – Staff will submit drafts to Caltrans**
- Task 3.5** **Final design concepts & reports – Consultant will take direction from staff from Task 3.3 and make any applicable changes to the final design concept and report.**
- Task 3.6** **Community workshop #3 – Consultant will present final design concept and reports for any interested parties at this third and last community workshop. Consultant will deliver final written documents and concept drawings of project.**
- Task 3.7** **City council adoption – Staff and Consultant will present final design concept and report to the Lemoore City Council for adoption.**

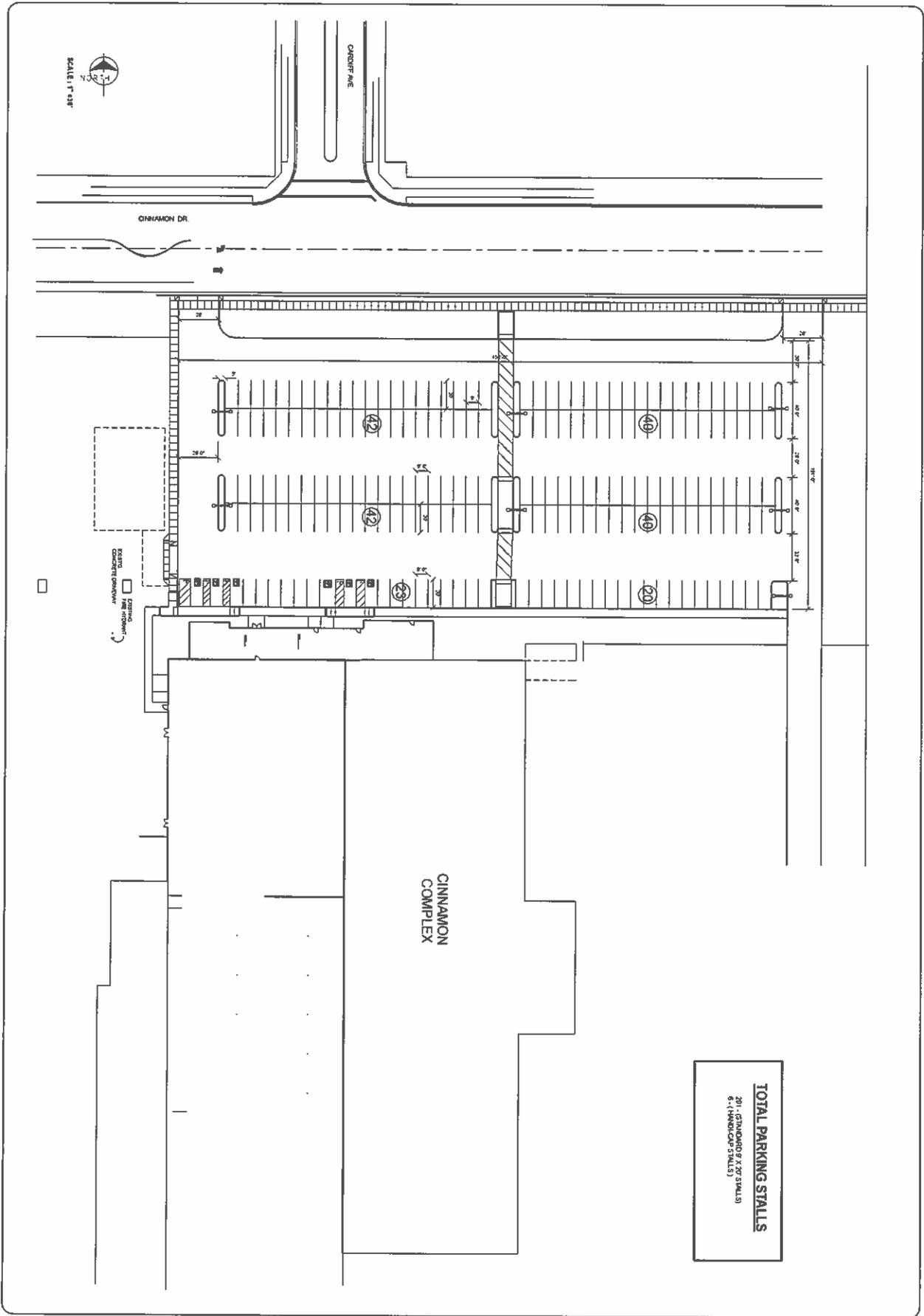
Task	Deliverable	Documentation
3.1	Develop streetscape concept	Delivery to City
3.2	Develop Design Concept Alternatives	Delivery to City
3.3	Draft Final Design Concept and Report	Delivery to City
3.4	Draft Final Design Concept and Report	Delivery to Caltrans
3.5	Final Design Concept and Report	Summary of changes, delivery to City
3.6	Workshop summary	Final written and printed documents
3.7	Council Resolution/Meeting Minutes	Copy of resolution/minutes

4. Task Title: Project Administration

- Task 4.1** **Project administration – Staff will prepare monthly reports to Caltrans to keep the project manager current on what has taken place in the prior month.**
- Task 4.2** **Submit info for quarterly reports – Quarterly reports and invoices will be submitted to Caltrans for reimbursement.**

Task	Deliverable	Documentation
4.1	Project administration and coordination	Monthly reports
4.2	Quarterly Reports	Copy of reports

Attachment 2



5.28.2011

PRELIMINARY
SITE AND PARKING LAYOUT
711 CINNAMON DR.
LEMOORE CA, 93245

DRAWN BY:
CITY OF LEMOORE
PUBLIC WORKS DEPT.

RESOLUTION NO. 2014-09

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMOORE
ADOPTING FINAL CONCEPTUAL DESIGN FOR THE
CINNAMON DRIVE CANAL STUDY**

At a regular meeting of the City Council of the City of Lemoore, duly called and held on April 1, 2014 at 7:30 p.m., it was moved by Councilmember _____, and seconded by Councilmember _____, and duly carried that the following resolution be adopted:

WHEREAS, the City of Lemoore was awarded a grant for Community Based Transportation Planning through the California Department of Transportation for the Cinnamon Drive Canal Study; and

WHEREAS, three Community Workshops were held on two separate dates to receive input from staff and the public regarding design alternatives; and

WHEREAS following the final Community Workshop, a Final Design Concept was prepared by Blair, Church and Flynn Consulting Engineers and said Concept has been submitted to the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lemoore approves and adopts the Final Design Concept prepared by Blair, Church and Flynn Consulting Engineers.

Passed and adopted at a regular meeting of the City Council of the City of Lemoore held on the 1st day of April, 2014, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

WILLIAM SIEGEL, Mayor

ATTEST:

Mary J. Venegas, City Clerk

CERTIFICATE

STATE OF CALIFORNIA)
COUNTY OF KINGS) ss.
CITY OF LEMOORE)

I, **MARY J. VENEGAS**, City Clerk of the City of Lemoore, do hereby certify the foregoing Resolution of the City Council of the City of Lemoore was passed and adopted at a Regular Meeting of the City Council held on the 1st day of April, 2014.

Dated: April 1, 2014

Mary J. Venegas, City Clerk