



# Agenda Report

City Council

**Date:** November 8, 2022

**To:** Brian Saeki, City Manager

**From:** Kyle Cason, Public Works Director

**Subject:** Greenleaf Promenade – Streetscape Design Progress Report

## **RECOMMENDATION**

Receive and file the progress report on the 30% design for Greenleaf Promenade Streetscape Project; and authorize the City Manager to execute Amendment No. 1 with SWA for the Greenleaf Promenade Projected Professional Service Agreement A22-039, adding \$675,200 to the project.

## **BACKGROUND**

On February 26, 2019, City Council selected a concept design from SWA Architects for the Uptown Whittier Streetscape Beautification project inclusive of improvements from “paseo to paseo” along Greenleaf Avenue. The project area was approximately midblock north of Wardman Street to midblock north of Philadelphia Street and improvements consisted of new parklets, curbs, gutters, paving, concrete, tree removal, tree preservation, and tree replacement. At the time of the Council discussion, the project costs were estimated at \$3.8M.

On May 28, 2019, City Council was presented with a summary of public input gathered as part of the Uptown Streetscape Plan process referencing desired improvements including outdoor dining and parklets, gathering spaces, enhanced safety, cleanliness, and walkability, among others.

In June 2020, due to the COVID-19 public health crisis, the City Council approved a temporary closure of Greenleaf Avenue to facilitate the Greenleaf Promenade Outdoor Dine & Shop program. The closure, commonly referred to as the Greenleaf Promenade, has allowed for retailers and restaurants to operate their businesses in the City-owned public right-of-way through approval of a temporary encroachment permit while adhering to indoor occupancy restrictions. The application process detailed equipment guidelines, current health order protocols, and notice of the City’s right to revoke the permit at any time should it be deemed necessary due to non-compliance or public safety.

As a result of evolving pandemic health orders, the City Council approved an extension of the street closure on October 13, 2020, through a minimum of 120 days after the point at which restaurants were permitted to serve indoors at 100% capacity again.

On March 23, 2021, the City Council received a presentation featuring a draft concept of a single-block closure of Greenleaf designed by SWA Architects. At that time, City Council directed staff to research traffic control alternatives and perform further outreach to stakeholders in the impacted Uptown area, specifically businesses, property owners, and nearby residents.

On June 15, 2021, consistent with the Governor's executive orders, the Health Officer Order for Los Angeles County allowed for the full reopening of businesses and restaurants, setting the new deadline for removal of outdoor operations along the Promenade of October 15, 2021.

On August 10, 2021, the City Council received the results of the Greenleaf Promenade community survey. Feedback indicated that more than 1,600 of 1,800 community members supported a permanent Promenade. Of those respondents, 60 of 81 Uptown business owners supported the permanent closure, as well as 199 of 241 Uptown property owners. When asked to rank priorities within the Promenade, common responses aligned with feedback received during the prior Streetscape Plan outreach process and included outdoor dining, aesthetic uniformity, security, cleanliness, and diversification of businesses. Additional improvements including sidewalk repair, lighting, public art, and community gathering space were also noted. City Council action included approving an extension of encroachment permits through February 1, 2022 and directing staff to bring back a report containing further information regarding various options for the construction of a future hybrid or permanent Greenleaf Promenade.

On October 26, 2021, City Council authorized a hybrid concept for the Greenleaf closure that would include the installation of bollards to facilitate expedited police and fire response, uniform build-outs for dining and outdoor gathering, and hosting of special events along Greenleaf Avenue.

In November of 2021, business owners were reminded of allowable outdoor dining operations and notified that the Greenleaf Promenade permit revocation process had been further refined to include multi-step notification of first and second violations.

On January 25, 2022, City Council authorized an extension of the current Greenleaf Promenade encroachment permits for an additional 90 days, with a tentative expiration date of May 1, 2022.

On March 8, 2022, the City Council authorized the City Manager to enter into an agreement with SWA Group for preliminary engineering and design services and directed staff to bring back an analysis of concerns brought forward by the Whittier Uptown Association (WUA), Uptown Whittier Improvement Association (UWIA) and Whittier Area Chamber of Commerce.

On March 22, 2022, the City Council approved \$84,545 in funding for the following interim improvements for the Greenleaf Promenade: special event lighting for City sponsored events, additional temporary lighting to improve safety and site aesthetics;

increased trash service, and additional sidewalk and street cleaning. The City Council also extended the encroachment permits to February 1, 2023, and directed Staff to bring back a report on security, branding, and marketing for the Greenleaf Promenade.

Since the March 22, 2022 meeting, the City has continued with increased patrols from its security service provider, which is present in the Uptown area daily from 1:00 p.m. to 5:00 a.m. Along Greenleaf Avenue, staff has replaced all 50W LED street lights with 100W LEDs. City staff has also met with the Whittier Uptown Association and Uptown Whittier Improvement Association to coordinate efforts regarding the branding of Uptown Whittier, as part of a larger City branding initiative set to begin in early 2023, and is working collaboratively with both associations, as well as the Whittier Chamber of Commerce, to ensure that future events and activities are marketed and supported.

On June 14, 2022, the City Council directed staff to request a design option from SWA that details a “paseo to paseo” full closure from mid-block north of Philadelphia Street to mid-block south of Philadelphia Street along Greenleaf Avenue, with the remaining portions open to vehicular traffic.

On June 28, 2022, the City Council directed staff to proceed with the Open Street promenade design, with the understanding that traffic access will be temporarily closed at a minimum from Thursday through Saturday.

On September 27, 2022, the City Council was presented with a 30% design progress report.

## **DISCUSSION**

The Greenleaf Streetscape provides substantial flexibility in the construction of built-out spaces that can be used for restaurants, retail, or public uses, while maintaining a street with a width acceptable to Los Angeles County Fire. As with the Streetscape plan and per City Council’s direction for flexibility in temporary closures to vehicular traffic, bollards feature heavily in the design. There will be approximately 30 strategically placed parking stalls and adequate safety barriers to protect customers from vehicular traffic when the street is open to traffic.

SWA has completed the 30% design for the project. With the receipt of this report, an amendment to the agreement with SWA is needed to move the project forward to complete 100% construction documents, bid specifications, and consultation through the completion of construction at an additional cost of \$675,200 (Attachment A).

Preliminary construction plans would split the project into three blocks, with building face to building face demolition of the street commencing on one block at a time, with new sidewalks, curbs, gutters, and streets built back prior to commencement of demolition on the next block. Each block could potentially require closure to pedestrian traffic for 2-3 months, and likely a longer closure for vehicular traffic. Businesses without access to the front of their building will be accommodated through alleys where feasible.

There will be further discussion around the construction phasing as SWA moves forward with design.

Last week staff met with representatives from the Uptown stakeholders. These stakeholders expressed concerns about existing build-outs and when they will be removed, phasing of construction, access, and business assistance programs. Staff committed to monthly updates with each of the associations to hear their concerns, ideas for mitigation measures, and potential work-arounds for access constraints.

### **FISCAL IMPACT**

Sufficient funds are in the Uptown Streetscape Beautification (638-18-184-210-821405) account to fund this agreement amendment.

### **STRATEGIC PLANNING GOAL**

- Maintain & Enhance Quality of Life
- Transparent & Open Government
- Promote a Strong Local Economic Base

### **ATTACHMENTS**

A. SWA Proposal

**SWA Laguna Beach**

570 Glenneyre Street  
 Laguna Beach, California  
 92651-2453  
 +1.949.497.5471  
 www.swagroup.com

October 24, 2022

City of Whittier  
 13230 Penn Street  
 Whittier, CA 90602

---

Sean O'Malley  
 Xiao Zheng  
 Andrew Watkins  
 Dhaval Barbhaya  
 Stephen Rydson  
 Gerdo P Aquino  
 Thomas Balsley  
 Kinder Baumgardner  
 Matt Baumgarten  
 Natalia Beard  
 René Bihan  
 Shuyi Chang  
 Richard Crockett  
 Ning Deng  
 Marco Esposito  
 Leah Hales  
 Ying-Yu Hung  
 Hui-Li Lee  
 James Lee  
 Margaret Leonard  
 Chih-Wei Lin  
 John Loomis  
 Ye Luo  
 Scott McCready  
 Charles S McDaniel  
 Timothy Peterson  
 Haifeng Ren  
 Rhett Rentrop  
 R Joseph Runco  
 Raymond Siu  
 David P Thompson  
 James Vick  
 John L Wong  
 Jack Wu  
 Shuntaro Yahiro  
 Peiwen Yu

Attn: Kyle Cason, Director of Public Works  
 Re: Greenleaf Avenue DD-CO Landscape Architectural Services  
 Whittier, Los Angeles County, California

Dear Kyle:

We are pleased to submit the following proposal for Professional Services in connection with the project referenced above.

This Agreement is by and between SWA Group (SWA), a California corporation, and the City of Whittier, a municipal corporation (the Client), in California.

SWA has assembled a team to provide professional services on the project referenced above, the extent of which is indicated on the attached drawing entitled Exhibit A, which may be generally described as the three blocks of Greenleaf Avenue between Wardman and Hadley Streets including two adjacent city-owned lots in Whittier. Our team includes: Glasir Design, Irrigation (Glasir); JJS, Inc., Structural Engineer (JJS); Tait & Associates, Inc., Civil Engineer (TAIT); Candela Engineering, Inc., Lighting and Electrical Engineer (Candela); Moran Utility Services, Inc., Dry Utility Consultant (Moran); and LGC Geotechnical, Inc., Geotechnical Engineer (LGC).

## I. SCOPE OF SERVICES

- A. Based on the schematic design previously prepared and approved by the Client, SWA's team will provide design development, construction documentation, and construction observation services, as later described, for the following scope items:
  1. Landscape and Irrigation:
    - a. Pedestrian pavements.
    - b. Pre-cast concrete wall system.
    - c. Modular public and restaurant pods.
    - d. Gateway monuments.
    - e. Site furnishings.
    - f. Playground equipment.
    - g. Stage and bandshell.
    - h. Planting.
    - i. Irrigation: High efficiency, weather/ET based irrigation system downstream from mainline point-of-connection

2. Site Structural Engineering:
    - a. Gateway structures.
    - b. Light fixture foundations.
    - c. Wall foundations.
    - d. Fence foundations.
  3. Civil Engineering:
    - a. Vehicular Pavements.
    - b. Grading and drainage.
    - c. Signage/stripping of parking lot areas within the project boundary.
    - d. Irrigation connection design.
    - e. Hydrology, storm water, and low impact development.
  4. Site Lighting and Electrical Engineering:
    - a. Photometrics study.
    - b. Site lighting and accent lighting design and fixture selection.
    - c. Electrical Engineering for:
      - i. Site and accent lighting systems.
      - ii. Site electrical outlets at public and restaurant pods.
      - iii. Gateway structures.
      - iv. Stage.
  5. **OPTIONAL SERVICE** - Dry Utility Engineering:
    - a. Dry utility coordination and design services to increase site power as required per construction scope. Scope includes standard procedure coordination with applicable utility companies, composite dry utility layout plans to determine utility routing, and preparations of work orders per below.
      - i. Work Order 1 – Onsite new business service extension (community center).
  6. Geotechnical Services:
    - a. Design plan review and final geotechnical report.
    - b. Field services during construction, as later described.
    - c. Laboratory Services during construction, as later described.
- B. Limitations of SWA Scope of Work

Design of Scope Items shall not include structural provisions for support of such items in any existing site buildings; penetrations of the structure of the existing buildings for structural, mechanical, electrical or plumbing connections; actual connection to structural, mechanical, electrical and plumbing systems of existing buildings; waterproofing of the structure or protective covering of that waterproofing; or waterproofing of penetrations of existing buildings.

C. Consultants Not Contracted to SWA

If requested by the Client, SWA may also retain and direct the services of the following professional consultants. Fees for such services are not included in this contract and shall be the subject of future agreements.

1. Graphic design, wayfinding, signage and communications.
2. Professional perspective renderings or animations.
3. Arborist, horticultural consultants.
4. Low voltage consultant.
5. Traffic engineer. Studies during design development will identify if a consultant is needed to complete construction documents for this project.

II. PROCEDURE

A. Design Development

1. SWA shall prepare design development drawings and a preliminary estimate of probable construction cost for SWA's portion of the work. The design development plans will define the character and essentials of the project, including selection of materials and site furnishings. Stormwater management, infiltration and treatment areas will be identified and coordinated with other project consultants.
2. Deliverables:
  - a. Landscape and Irrigation:
    - i. Layout and materials plan and schedule.
    - ii. Preliminary details of key landscape design elements.
    - iii. Planting plan.
    - iv. Plant list.
    - v. Irrigation diagram.
    - vi. Preliminary water demand estimate.
    - vii. Site furnishings selections with images.
    - viii. Preparation of code required Cal Green shade coverage analysis documents.
  - b. Civil Engineering:
    - i. Supplemental topographic survey, to complement survey provided under previous concept contract.
    - ii. Preliminary street improvement grading and drainage plan.
    - iii. Preliminary wet utility plan; excludes existing building water connections.
    - iv. Low impact development (LID) plan.
    - v. Hydrology study.

- c. Site Lighting and Power Design:
      - i. Photometrics study.
      - ii. Light fixture selections with images.
      - iii. Review existing power loads and verify service upgrade requirements.
    - d. **OPTIONAL SERVICE** - Dry Utility Engineering:
      - i. Project exhibits with estimated power demand and planned usage.
      - ii. Establish utility company requirements.
      - iii. Draft composite plan.
    - e. Preliminary estimate of probable construction costs.
  3. Attend up to five (5) in-person meetings and up to ten (10) virtual online meetings with the Client during this phase, if needed.
  4. The duration to complete this phase is eight (8) weeks.
- B. Construction Documentation
  1. Upon the Client's approval of the design development plans and preliminary cost estimate, SWA will develop working drawings and technical sections of specifications to construct the work in one (1) drawing package, and shall prepare a final estimate of probable construction cost. Technical sections of specifications shall be prepared in Construction Specifications Institute (CSI) MasterFormat. The Client shall be responsible for Bidding and Contract Requirements and General Requirements divisions of the specifications.
  2. SWA shall prepare working drawings and technical sections of specifications to reasonably conform to applicable codes and regulations of governmental bodies having jurisdiction over the work at the time of preparation.
  3. In developing working drawings and technical sections of specifications, SWA shall coordinate its services with those of other consultants and to maintain a construction budget in accordance with the preliminary design estimate of probable construction cost accepted by the Client at the end of the preliminary design phase.
  4. Deliverables:
    - a. Landscape and Irrigation:
      - i. Construction schedule, layout plan and construction details.
      - ii. Mock up details.
      - iii. Irrigation schedule, plan and details.
      - iv. Irrigation water use calculations, as required.
      - v. Planting schedule, plan and details.
      - vi. Technical landscape specifications in CSI format.
    - b. Site Structural Engineering:
      - i. Structural details.
      - ii. Structural calculations.



- c. Civil Engineering:
    - i. Demolition plan.
    - ii. Horizontal control and signing & striping plan.
    - iii. Precise grading plan.
    - iv. Drainage plan.
    - v. Wet utility plan; excludes existing building water connections.
    - vi. Street improvement plans.
  - d. Site Lighting and Power Design:
    - i. Lighting schedule, plans and details.
    - ii. Electrical plans and details.
  - e. **OPTIONAL SERVICE - Dry Utility Engineering:**
    - i. Final dry utility composite plan.
    - ii. Preparation of work orders.
  - f. Geotechnical Services:
    - i. Final geotechnical report, built on preliminary report provided under previous concept contract.
    - ii. Plan reviews and certification letters.
  - g. Updated cost estimate.
5. Attend up to five (5) in-person meetings and up to ten (10) virtual online meetings with the Client during this phase, if needed.
6. Submittals:
- a. SWA shall assist the Client in filing the appropriate plans and documents which are required to secure the necessary design approvals from the various governmental agencies having jurisdiction over the project, but the Client shall be solely responsible for securing all such approvals. All required permitting fees shall be provided by the Client. Submittals will be as follows:
    - i. Public Works Department.
    - ii. Building Department.
    - iii. Fire & Safety.
7. The duration to complete this phase is twelve (12) weeks, not including agency review time.

C. Construction Observation

- 1. SWA shall make periodic visits to the site to familiarize itself generally with the progress and quality of construction and to determine in general if the construction is proceeding in accordance with SWA's design intent and construction documents. On the basis of its observations while at the site, SWA will keep the Client informed of the progress of construction. SWA may recommend to the Client the rejection of work failing to conform to the contract documents.

- a. SWA shall select and pre-tag specimen plant materials that are to be Owner-supplied or proprietarily selected.
  - b. SWA shall prepare and process change orders with prior approval of Client.
  - c. SWA shall endeavor to secure compliance by the contractor to the plans and specifications. SWA shall not be responsible for construction means, methods, techniques, sequences or procedures, or job-site safety, in connection with the work and the Client agrees to hold SWA harmless from and against any and all losses, claims, or damages arising out of or related to contractor's errors or omissions, or failure to carry out the work in accordance with the contract documents.
2. Deliverables:
- a. Site visit reports.
  - b. Submittals review.
  - c. Review of mock-ups and shop drawings.
  - d. Field sketches for clarifications purposes.
  - e. Responses to RFI's.
  - f. Punch list report.
3. Geotechnical Field Services:
- a. Scope includes standard field observation and laboratory testing anticipated for the project type.
    - i. On-site observations shall be provided during construction for grading, footing and/or pier installation, utility installation, pre-saturation, permeability of synthetic turf, subgrade/base compaction, asphalt and concrete paving, and site preparation for hardscaping.
    - ii. It is anticipated that field observation time will not exceed two hundred (200) hours, assuming normal working schedules and weather conditions. If additional time for geotechnical field services is required, such services may be provided as Additional Services subject to a future agreement.
4. Geotechnical Laboratory Services:
- a. Scope includes standard soils laboratory services anticipated for the project. Test and quantity of tests include: sand equivalent (3); maximum dry density (3); corrosive suite (1); expansion index (1); asphalt testing (1); sieve analysis (2); and R-value (3).
5. The duration to complete construction observation will not exceed fourteen (14) months.

### III. DEVELOPMENT BUDGETS

- A. As part of the Design Development Phase, a proposed landscape construction budget for all items of work under the Scope of Services shall be established and approved.
- B. This budget shall be revised and approved at the completion the Construction Documentation Phase.
- C. In the event that this budget is reduced or increased by more than 20% between the time of approval of the design development phase and the time of award of a construction contract, cost of modification of drawings and specifications to meet the changed project budget shall be considered Additional Services.

#### **IV. DESIGN APPROVAL**

Kyle Cason has been designated as the person responsible for design direction to SWA for this project and has the authority for design approval. In the event that the design, as approved by Mr. Cason is rejected by others, and re-design is required, such re-design services shall be compensated as Additional Services.

#### **V. MEETINGS AND CONSTRUCTION SITE VISITS**

- A. This proposal includes Professional Service time for up to ten (10) in-person meetings and up to twenty (20) virtual online meetings with the Client and the Client's team for coordination, as outlined per phase. if needed.
- B. Seventeen (17) site visit/construction observation meetings (not including the two hundred (200) hours provided under the geotechnical field services outlined above) will be provided as outlined below:
  1. Ten (10) landscape & irrigation including: pre-construction meeting, installation of hardscape, planting and irrigation scope items, punch list/substantial completion (begin establishment period), and end of establishment period/final acceptance.
  2. One (1) site structural engineering.
  3. Four (4) civil engineering.
  4. Two (2) site lighting and power design.
  5. Geotechnical Services: Field observation time not to exceed 200 hours.
- C. Additional Services:
  1. Additional in-person and/or virtual meetings with the Client, or site/construction observation visits, shall be provided as Additional Services under a separate agreement.
  2. Duration of construction is assumed to not exceed fourteen (14) months. If a longer duration is needed, additional time requirements shall be considered Additional Services provided under a separate agreement.

#### **VI. EXCLUSIONS TO SCOPE OF SERVICES**

Items not specifically identified in the scope of services sections of this proposal are excluded from this work effort and if requested by the Client shall be considered Additional Services. The Client shall provide the following information or services as required for performance of the work. SWA assumes no responsibility for the accuracy of such information or services and shall not be liable for error or omissions therein. Should SWA be required to provide services in obtaining or coordinating compilation of this information, such services shall be charged as Additional Services.

1. Traffic engineering/traffic control.
2. SWPPP, to be provided by Contractor.
3. Capacity Studies (Sewer/Water).
4. Fire Access & Underground Plans.
5. Agronomical soils testing.
6. Existing site engineering and utility base information.
7. Engineering other than that provided within the Scope of Services.
8. Low voltage design.

9. Site environmental studies and documentation.
10. BIM/Revit or similar.
11. Interior planting design.
12. Waterproofing design.
13. Graphic design.
14. Optional services in scope of work and outlined below, unless requested by the Client and added to the fee below upon execution of this agreement.

**VII. FEES AND TERMS**

Services described above shall be provided for the fixed sum of Five Hundred Ninety-Eight Thousand Nine Hundred (\$598,900) Dollars, not including reimbursable costs or those optional and excluded services, in accordance with the terms and conditions of our Professional Services Agreement with you dated February 8, 2022, which is incorporated and made part of this Agreement by reference. Client acknowledges Reimbursable Costs will be paid by the City and are estimated not to exceed \$20,000 (approximately 3.33%) for a Total Contract Value NTE 618,900.

We estimate the following approximate fee breakdown by phase, although final billing may vary:

<b>Phase</b>	<b>Fee</b>	<b>Duration</b>
Design Development	\$187,600	8 weeks
Construction Documentation & Submittals	\$302,000	12 weeks
Construction Observation	\$109,300	NTE 14 months
<b>Fee Total</b>	<b>\$598,900</b>	

<u><b>Optional Services</b></u>	<u><b>Fee</b></u>
Dry Utility Consulting	\$37,900
Additional Structural Engineering Design & Calculations for Optional Elements:	
a. Modular trellis footing	\$750
b. Modular trellis sleeve footing	\$750
c. ABC Barrier sleeve footing	\$750
d. Band shell and footing	\$2,000
e. Playground foundations	\$1,500
f. Large format umbrella sleeve footing	\$750
Additional Civil Engineer Studies & Plans:	
a. Topographic and storm drain survey and base maps for up to a 1600' storm drawing extension	\$14,250
b. Storm drain extension plan and profile	\$17,650
<i>Optional Services Sub-Total</i>	<i>\$76,300</i>

**Revised Total Fee with Optional Services Included \*\$675,200**

*\*not including reimbursable costs*

City of Whittier

Greenleaf Avenue DD-CO Landscape Architectural Services

October 24, 2022

Page 9 of 10

We would be pleased to answer questions you may have or to clarify the various points above.

If this proposal meets with your approval, please issue a formal agreement so we may commence with work.

Sincerely yours,

SWA Group

A handwritten signature in black ink that reads "Sean O'Malley". The signature is written in a cursive, flowing style.

Sean O'Malley

Contracting Agent

Landscape Architect, CA License #3286

Landscape Architects are licensed by the State of California.

SOM/SR/GA/dp

Proposal copyright ©2022 by SWA Group. No portion of this proposal may be copied or distributed to without the written permission of SWA Group.

**EXHIBIT A**

