



Public Facilities Committee Agenda

City of Newton In City Council

Wednesday, January 17, 2018

7:00 PM
Room 204

Items Scheduled for Discussion:

Referred to Public Safety and Transportation and Public Facilities Committees

#51-18 West Newton Square Enhancements Project
COMMISSIONER OF PUBLIC WORKS, DIRECTOR OF PLANNING & DEVELOPMENT and COUNCILORS COTE, KELLEY, & BROUSAL-GLASER requesting approval pursuant to §26-51 of the City of Newton Ordinances for the West Newton Square Enhancements Project on Washington Street running approximately from Chestnut Street to Lucas Court.

Referred to Public Facilities and Finance Committees

#87-18 Appropriate \$120,000 for design engineering services for West Newton Square
HER HONOR THE MAYOR requesting authorization to appropriate and expend one hundred twenty thousand dollars (\$120,000) from Free Cash for the purpose of funding additional final design engineering services for the West Newton Square rehabilitation project.

Referred to Public Facilities and Finance Committees

#88-18 Appropriate \$380,000 for design engineering services for Newtonville
HER HONOR THE MAYOR requesting authorization to appropriate and expend three hundred eighty thousand dollars (\$380,000) from Free Cash for the purpose of funding expanded streetscape design and engineering services for Newtonville Village improvements, including Washington Street at Walnut Street, southerly on Walnut Street to Cabot Street, and Austin Street from Walnut Street to the 28 Austin Street development.

Referred to Public Facilities and Finance Committees

#89-18 Transfer of \$2 million for snow and ice removal expenses
HER HONOR THE MAYOR requesting authorization to transfer the sum of two million dollars (\$2,000,000) from the Budget Reserve – Snow and Ice Removal Account to the following accounts:
Rental - Vehicles
(0140110-5273).....\$1,400,000

The location of this meeting is accessible and reasonable accommodations will be provided to persons with disabilities who require assistance. If you need a reasonable accommodation, please contact the city of Newton’s ADA Coordinator, Jini Fairley, at least two business days in advance of the meeting: jfairley@newtonma.gov or (617) 796-1253. The city’s TTY/TDD direct line is: 617-796-1089. For the Telecommunications Relay Service (TRS), please dial 711.

Regular Overtime
(0140110-513001).....\$600,000

All other items before the Committee will be held without discussion.

Respectfully submitted,

Deborah Crossley, Chair



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Department of Planning and Development
1000 Commonwealth Avenue Newton, Massachusetts 02459

51-18
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Barney S. Heath
Director

MEMORANDUM

DATE: January 12, 2018

TO: Councilor Deborah Crossley, Chairman
Members of the Public Facilities Committee

FROM: James McGonagle, Commissioner of Public Works
Barney Heath, Director, Department of Planning and Development
Lou Taverna, City Engineer
Nicole Freedman, Director of Transportation Planning
Rachel Blatt, Long Range Planner

RE: **#51-18 West Newton Square Enhancements Project**
COMMISSIONER OF PUBLIC WORKS, DIRECTOR OF PLANNING & DEVELOPMENT and COUNCILORS COTE, KELLEY, & BROUSAL-GLASER requesting approval pursuant to §26-51 of the City of Newton Ordinances for the West Newton Square Enhancements Project on Washington Street running approximately from Chestnut Street to Lucas Court.

MEETING: January 17, 2018

CC: Maureen Lemieux, Chief Financial Officer
Jonathan Yeo, Chief Operating Officer

The West Newton Square Enhancements Project is the second village enhancements project, after Auburndale Square, and **the first to be completed in conjunction with the Complete Streets Policy and Newton-in-Motion, the Transportation Strategy.** The 20th century paradigm in street design was to move cars as fast as possible above all considerations. The Complete Streets approach means to consider the full spectrum and complexity of demands placed upon a street. Newton is one of 142 communities in Massachusetts to adopt a complete streets policy and reframe conversations about street design in this multifaceted framework. The West Newton Square Enhancements Project is the first major street design project completed within this framework.

This project is a joint effort between the Public Works and Planning Departments, with involvement from Parks and Recreation, the Accessibility Coordinator, Police, and Fire Departments, and the leadership of the consulting teams at HDR, Inc. and Klopfer Martin Design Group.

The project team is confident in this project and that the plan presented fulfills the project goals. It has been well tested through a year and a half of community engagement and it provides a diversity of benefits for the breadth of constituencies in West Newton Square. This project is on track now to begin in 2018 and be completed in 2019, but there is a critical window to keeping this project on that schedule. The team looks forward to meeting with you to discuss this project at the Public Facilities meeting.

Project Goals

From the outset, the project has had the following goals:

- Maximize safety and convenience for all travel modes
- Enhance Pedestrian Experience / Village Character / Business Climate
- Benefit the Environment

Safety is the first and foremost concern for this project. West Newton is a crash hotspot, particularly for crashes involving people walking or biking.

We heard time and again that West Newton Square feels like a highway on-ramp, when it is in fact **a vibrant village center** and a regional destination for arts, culture, dining, and business.

West Newton lacks the robust **tree canopy** that it once had - since trees were last planted in the Square decades ago – 80 of those 88 trees have been removed or are in decay.

It is important for us to be upfront that it has never been a goal of this project to make driving through West Newton faster than it is today, but it has been a goal to improve the experience and the safety of driving through the square.

Community Engagement: a year and a half of collaboration

The plan before you has developed with robust input from the West Newton community and businesses along with the guidance of the three Ward 3 Councilors in 2016-2017. There have been four phases of public involvement.

- **Phase 1 - What do we need to know?** (June-August 2016)
The project team heard about inspiration places, ideas for West Newton's future, and experiences with West Newton Square.
- **Phase 2 - What do you think of the options?** (Sept-Oct 2016)
The project team presented two concept plans and received substantial feedback in the public meeting and via email. Overwhelmingly there was support for one option, with protected bike facilities, that we then built upon.
- **Phase 3 – Recommended Concept** (Nov 2016-Jan 2017)
The project team presented the recommended concept to the West Newton community and businesses in both an evening and morning meeting. In these meetings we have heard overwhelmingly positive feedback and excitement. On January 3rd, 2017 we presented the same recommended concept to the Council at a committee of the whole.
- **Phase 4 – Detailed Design Plan** (Jan-Nov 2017)

For most of 2017 the project team focused on detailing out the recommended concept with the requisite engineering focus. During this period, the team worked across all City departments, and with businesses and residents to discuss refinements. **Adjustments were made as a result of these discussions, reflecting the importance of balancing the needs of many users and activities in a lively destination like West Newton Square.**

Diverse Project Benefits

There is consistent agreement that West Newton Square is ready for investment. This project offers improvements in a broad range of areas to support the vibrancy of the village.

- Replacement of outdated, unsynchronized traffic signals with the latest signal technology.
 - Wireless Opticom preemption for emergency vehicles,
 - Accessible pedestrian signals
 - Pedestrian countdown signals
 - Dedicated bike signals
- Simplified and better directed traffic patterns
 - The complex double intersections at Washington St @ Watertown St and Washington St @ Waltham St are being combined into a single signalized intersection.
 - Reorganizing the signals at Cherry St and Highland St to work together to provide smoother north/south travel through the square.
 - More efficient bus stops from minor relocations and design changes
 - Two missing crosswalks at major desired routes are being added – Washington St @ Elm St, Washington @ Watertown St.
 - All new street lighting with highlighted crosswalks and generally even lighting throughout the square
- Approx. 20 new parking spaces
 - Added parking at both the east and west ends of the square
 - Additional accessible spaces
- Connected bike facilities
 - A combination of buffered and protected bike lanes in both the East and West directions
 - Newton's first parking-protected bike lane
 - Bike parking on each block
 - Space ready for bike share
- Pleasant sidewalks for days and evenings, winter and summer
 - Expanded sidewalks in key locations
 - 40 new trees planted with modern approaches to maximize tree health.

- Lighting not only for the streets but the sidewalks too
- Lamp posts that are ready for twinkle lighting and decorative banners
- New furniture – benches and artistic seating arranged for conversation
- Expanded and improved plaza
 - Artistic seating adds color and creates conversation areas
 - Space reserved for future arts and culture programming

Critical Timeline

This project is currently on track for construction starting in 2018. However, the project is also at risk of missing the construction season entirely. If Council discussions on the layout continue past February, we are very likely looking at a 2019 start to the construction.

Below is the critical path timeline:

Action	Approx. Date
Council approval of design layout	Feb 2018
Construction documents, bidding & contract award	June 2018 <i>16 week min period</i>
Council approval of project budget	May 2018 <i>Occurs near end of bidding phase</i>
Construction management plan and materials ordering following a notice to proceed	Aug 2018
Start of Work	Aug/Sept 2018

Project Website: www.newtonma.gov/westnewtonsq

This project has generated several presentations and other materials, all of which can be reviewed on the project webpage.

Notes on Ongoing Additional Coordination

Coordinated Utility Investments

The City has also been working with our internal and external utility partners to ensure that any work that would involve surface disruptions is completed in advance.

- **Gas:** National Grid worked through summer/fall 2017 to install a new gas main through the project scope area. At the completion of this work in late winter, the old line will be capped and abandoned.
- **Water:** Two fire hydrants are being moved to locations that allow for more efficient parking layouts. The water main has been reviewed by engineering division, and cleaning and lining in the out years is the only expected future work (which does not involve major disruption to the roadbed).
- **Sewer:** Cleaning and lining of the sewer main may be performed in the future, which would involve manhole to manhole work, not roadway excavation.
- **Stormwater:** The storm drain system has been reviewed and, as part of this project, the bricked-in-place catch basins will be replaced with more effective deep sump pre-cast concrete catch basins.

Coordinated Approval with MassDOT

On November 29, 2017, the project team presented this project to a joint meeting of Public Facilities and Public Safety and Transportation. There was a question at the time about the role of MassDOT in reviewing this project. We have new material with regard to this, summarized below.

In the 1986, the City of Newton accepted federal funds through the Massachusetts Department of Transportation (MassDOT) for streetscape improvements in West Newton Square and in doing so, accepted a provision that would allow the MassDOT to review street design projects in the same geography in perpetuity.

After much discussion with the MassDOT staff, we can now report the following:

1. MassDOT is no longer making agreements with the right to review “in perpetuity”
2. The MassDOT legal team and the City of Newton Law Department are prepared to work together to obviate the necessity for future MassDOT review of projects in West Newton Square
3. MassDOT has submitted a draft letter that they will sign once the plans are fully approved by the City of Newton, including approval by the City Council. (Draft Letter Attached)
4. MassDOT has stated in an email that they are comfortable with the plans available to date, and are prepared to approve if approved by the City Council. (Email exchange attached)



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, MassDOT Secretary & CEO



January 10, 2018

Mayor Ruthanne Fuller
City of Newton
1000 Commonwealth Avenue
Newton, Massachusetts 02459

Re: West Newton Square Enhancement Project

Dear Mayor Fuller,

In accordance with the provisions contained in the Agreement between the Department of Public Works and City of Newton – Federal Aid Project No. M-4299(002), dated March 19, 1986, MassDOT has reviewed the plans for the West Newton Square enhancement project. The project includes improvements to the design, and construction of the roadway, sidewalk, and streetscape in West Newton Square. MassDOT approves the proposed changes within the project limits as shown on the attached plans.

Please contact Raj Kulen at 857-368-6305 if you have additional questions.

Sincerely,

John McInerney, P.E.
MassDOT- District 6 Highway Director

Cc: John McVann, Federal Highway Administration
Raj Kulen, MassDOT District 6 Engineering
Courtney Dwyer, MassDOT District 6 Engineering - Project Development



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

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rfuller@newtonma.gov

January 8, 2018

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Council docket for consideration a request to authorize the appropriation and expenditure of \$120,000 from June 30, 2018 Certified Free Cash to for additional final design engineering services for the West Newton Square rehabilitation project.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller
Mayor

RECEIVED
Newton City Clerk
2018 JAN 8 PM 4:58
DAVID A. OLSON, CMC
NEWTON, MA 02459

City of Newton



DEPARTMENT OF PUBLIC WORKS
OFFICE OF THE COMMISSIONER
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Ruthanne Fuller
Mayor

January 8, 2018

To: Mayor Ruthanne Fuller

From: James McGonagle, Commissioner
Louis M. Taverna, P.E., City Engineer

Subject: Request for Docket Item for Additional Project Funds
Final Design Engineering Services
West Newton Square Project, HDR Engineers, Inc.

I request a total of \$120,000 for additional final design engineering services for the West Newton Square rehabilitation project.

Brief Description of the Project: HDR Engineers are currently finalizing the engineering design for the West Newton Square rehabilitation project. Their current design fee is \$354,059. As a result of numerous meetings, workshops, changes and enhancements to the design effort, HDR requires an additional \$120,000 in fees to complete the final design engineering services, including development of plans and specifications for bidding purposes. This does not include engineering services during construction, or resident inspection services during construction, which will be estimated at a later date.

The project schedule is as follows: Completion of final design by spring 2018, bidding in spring 2018, and construction to begin in summer 2018.

Please docket this request with the Honorable City Council for their consideration.

Sincerely,

James McGonagle
Commissioner Public Works

City of Newton



DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION
OFFICE OF THE CITY ENGINEER
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Ruthanne Fuller
Mayor

January 12, 2018

To: Mayor Ruthanne Fuller

From: James McGonagle, Commissioner Public Works
Louis M. Taverna, P.E., City Engineer

Subject: Request for Docket Item for Additional Project Funds
Final Design Engineering Services,
West Newton Square Project, HDR Engineers, Inc.
Design Costs to Date and Cost to Complete

Department of Public Works hired HDR Engineering, Inc. in June 2016 for concept design for the West Newton Square enhancement project.

Contract value = \$168,441 \$168,441 expended (through December 2016).

Department of Public Works hired HDR Engineering, Inc. in January 2017 for preliminary and final design for the West Newton Square enhancement project.

Contract value = \$354,059 \$308,200 expended (through 11/25/17), \$45,859 remains, and is expended through December 2017 (invoice upcoming).

Due to enhancements, changes and revisions to the project over the past year, HDR requires additional man-hours effort to complete the final design plans and specifications. These include changes and revisions to the proposed bike lanes, through lane configurations, parking spaces, and left turn lanes on Cherry Street and Elm Street, and traffic studies and analyses for the above.

Estimated additional cost to complete = approximately \$120,000, as follows:

Civil Engineering, \$50,000
Traffic Engineering, \$50,000
Streetscape Architecture, \$20,000

cc: Nadia Kahn
Danielle Delaney
Shawna Sullivan
Barney heath
Rachel Blatt



Ruthanne Fuller
Mayor

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January 8, 2018

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Council docket for consideration a request to authorize the appropriation of \$380,000 for expanded streetscape design and engineering services for Newtonville Village improvements, including Washing Street at Walnut Street, southerly on Walnut Street to Cabot Street, and Austin Street from Walnut Street to the 28 Austin Street development.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller
Mayor

RECEIVED
Newton City Clerk
2018 JAN 8 PM 4:58
David A. Olson, CMC
Newton, MA 02459

Shawna Sullivan

From: Maureen Lemieux
Sent: Wednesday, January 10, 2018 11:30 AM
To: Shawna Sullivan
Subject: Docket Item

Shawna,

Mayor Fuller submitted a docket item requesting \$380,000 for Design Funds for Newtonville. I apologize for the omission of source of funds.

It should be Free Cash.

Thanks,

Maureen

RECEIVED
Newton City Clerk
2018 JAN 10 AM 11:33
DAVID A. OLSON, CMC
Newton, MA 02459

City of Newton



DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE COMMISSIONER

1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Ruthanne Fuller
Mayor

January 12, 2018

To: Mayor Ruthanne Fuller

From: James McGonagle, Commissioner
Louis M. Taverna, P.E., City Engineer

Subject: Request for Docket Item for Project Funds
Newtonville Village Streetscape Design and Engineering Services
Contract L-6376, Environmental Partners Group

Scope of work for Environmental Partners Group, along with Klopfer Martin Design Group, Engineering Services is attached below.

Scope of Services – Newtonville Village Streetscape Design & Engineering Services

Appendices:

- A. Walnut Street Enhancements EPG contract *“Newton- Walnut Street- Contract SIGNED”* pdf
- B. Walnut Street Enhancements sub-consultant contract *“Newton-Walnut Street- new LA sub”* pdf
- C. 28 Austin Street Board Order *“Austin st bo final”* pdf
- D. Washington Place Board Order *“Washington and Walnut Improvements via W. Place”* pdf

The following is the proposed Scope of Services by the City of Newton for professional engineering and landscape architecture services for improvements to the roadway, streetscape, landscape, and lighting on Walnut Street, Washington Street, and the Massachusetts Turnpike Bridge in Newtonville. This scope of work includes **five Locations** in abutting areas in Newtonville which, through **this unified approach**, are intended to be **coordinated by the same consultant team(s)**. Part of the coordination services should include a streetscape design for a unified, coherent experience of Newtonville; a safe roadway network plan for vehicle, bicyclists, and pedestrian users; a construction timeline and phasing plan for all streetscape work described below in Newtonville; a lead landscape design and engineering contact person(s) from the consultant team(s) that will work closely with the City, especially Department of Planning and Public Works staff.

A critical component to this work will be bi-weekly conference calls (one hour each) to discuss items related to the Streetscape Plan, the coordination of the six Sub-Projects, and any item related to or pertaining specifically to any one of the five Sub-Projects. Scope should also include regular, ongoing coordination with the City and the design consultant team.

In order to meet the above objectives, the following six sub-projects are anticipated:

- 1) **Location 1 - Walnut Street Enhancements Project** is a transportation and streetscape improvements project with construction budgeted by the City at \$3 million.
 - a. Environmental Partners Group was hired by the City as the lead engineering consultant in for this project in 2017 and will remain in this role for the duration of the contract (see *“Newton- Walnut Street- Contract SIGNED”* pdf). This project is intended to proceed

in a phased approach with the Concept Design phase coming to a close at a target date of September 30, 2017.

- b. The City seeks landscape architecture and street lighting design services for the three remaining phases Preliminary Design, Final Design and Bid Document Preparation, and Bid and Construction Phase. These services are to be performed in concert with the above civil engineering effort. This work should build on existing drawings developed to date by a prior landscape architect team in the Concept Design phase. Sub-consultants to the design team may include lighting design, electrical engineering, irrigation design, and tree planting soils engineering, as required by the design.
 - c. Expected deliverables include: *see the attached "Newton-Walnut Street- new LA sub" pdf.*
- 2) **Streetscape Plan for Newtonville**, to ensure a unified, coherent experience of Newtonville among the five Locations, and to guide and facilitate the coordination of these sub-projects by the consultant team, the scope of work is to commence with a Streetscape Planning effort. The objective of the Streetscape Planning effort will be to **develop** and **implement** a Streetscape Plan by means of design guidelines and evaluation criteria. The consultant team will **develop** the Streetscape Plan in close collaboration with the City and will include the following:
1. The creation of a streetscape design for a unified, coherent experience of Newtonville which will include the following deliverables
 - a. A single high-level, illustrative plan showing proposed improvements to the streetscape of all five Locations, including final development of Walnut Street concept. The plan can be updated as needed and as new content arises. The intent of the plan is to make graphic the City's vision of a unified, coherent streetscape experience, and to identify areas between or within the locations that might need adjustment to meet this vision.
 - b. Design guidelines composed of graphic and narrative components. The intent of the design guidelines is to give direction to developers and designers on how to meet the City's vision for the Streetscape Plan. Standards will be created for the design, selection, and detailing of elements and materials related to lighting, planting, streets, and sidewalks. This work is to include evaluation criteria for reviewing each of the five Locations, referencing the abovementioned illustrative plan and design guidelines.
 - c. a 4-page report with streetscape design recommendation to City of Newton Planning Director and Commissioner of Public Works (one page on standards for each: lighting, landscaping, plazas, and sidewalks). The report will be submitted in a format such as PowerPoint or Pdf which could be easily used for presentation and will rely on images more than text.
 - a.
 2. Coordinate between the five Locations to create a safe and continuous roadway network plan for vehicle, bicyclists, and pedestrian users beyond limits of Location 1.
 3. The creation a construction timeline and proposed phasing plan for all streetscape work associated with the five Locations

- 3) **Location 2 - Oversight and streetscape design review for 28 Austin Street Project**, a public private partnership for a mixed use development abutting the existing scope of the Walnut Streets Enhancements Project. As part of the Special Permit Board Order for 28 Austin Street, the developer is required to construct roadway and sidewalk improvements in the public right of way along Austin Street and a shared use lane along Brahm Way including roadway reconstruction, streetscape improvements, street trees, sidewalk, and lighting. See attached “Austin st bo final” pdf for reference.
- b. In order to ensure a unified street design throughout Newtonville village, the City seeks a landscape architect team to provide design oversight of the streetscape investments.
 - c. Expected deliverables include:
 - 2 to 3 meetings with Austin Street Partners’ landscape architect team and City staff; Ongoing coordination with the City and developer team as needed
 - a peer review will be submitted in the form of a memo on the proposed streetscape and landscape investments along Austin Street and Bram Way; the LA and consultant team should evaluate the landscape and streetscape improvements proposed as part of the Austin Street development project based on the design guidelines and evaluation criteria developed during the Streetscape Plan phase.
 - a review of ADA compliance
 - One additional review of minor changes is anticipated
 - d. It is anticipated that this design guidance and coordination will take place primarily in October 2017 – June 2018.
 - e. The following services are not anticipated but may be provided at the City’s direction:
 - assistance with the City’s plans for upgraded utilities (water and sewer)
 - burying utility lines along Austin Street
 - traffic peer review (already performed)
 - review of site circulation and parking
 - a peer review of the proposed roadway design including drainage alterations, grading, pavement, pavement markings, signage, on-street parking and circulation, traffic management during construction
 - a review of traffic monitoring study
 - f. Shop drawings and materials will be reviewed to ensure consistency with the Walnut Street project.
- 4) **Location 3 - Massachusetts Turnpike Bridge** abuts the scope limit of the Walnut Street Enhancements Project and is the physical link between the pieces of Walnut Street roadway that lie north and south of the Turnpike.
- a. The City seeks landscape architecture and street lighting design services to develop a streetscape design that meets the weight and wind bearing limitations per MassDOT. (Weight and wind loads of proposed features will be evaluated and approved by MassDOT, not by the consultant.) Preliminary meetings with MassDOT District Six indicate that elements such as lighting, planters, fences, and superficial treatments are feasible but alterations to curb lines and grading changes are not feasible. The

consultant team will prepare a memo on behalf of the City to MassDOT proposing streetscape features and including the calculated weight and wind loads.

- b. The City seeks to expand professional engineering services for the Walnut Street Enhancements Project to include the Bridge roadway. The City anticipates the engineering effort will use the roadway concept created by EPG in the Concept Design Phase for Walnut Street (A). Sub-consultants to the design team may include lighting design, electrical engineering, irrigation design, and tree planting soils engineering, as required by the design.
 - c. Two meetings are anticipated with MassDOT. Regular coordination is anticipated with the City and design team.
 - d. Additional review by MassDOT, response to review comments, and MassDOT coordination is anticipated during the design process. Design services relative to the bridge will be initiated in the near future in order to account for a long review process by MassDOT. Work will include preparation of landscape architecture and lighting design on the bridge, details, construction estimates and specifications that will be incorporated into the bid document specified in Section 6 below.
- 5) **Location 4 - Oversight of intersection improvements at Washington & Walnut Streets and streetscape/transportation improvements in relation to Washington Place**, a private mixed use development.
- a. The City seeks civil engineering services to review improvements to the Washington & Walnut intersection and street frontage improvements on Washington Street and Walnut Street that the developer is required to make per Special Permit Board Order. *(For details from the Board Order see attachment "Washington and Walnut Improvements via W. Place.)*
 - i. Washington Place frontage sidewalks on western side of Walnut St. north of Washington St. are private property;
 - ii. Washington Place frontage sidewalks on northern side of Washington St. are both public and private;
 - iii. Bump out on Washington/Walnut intersection at corner of Washington Place is public property.
 - b. The City seeks civil engineering and landscape architecture services to provide oversight to additional off-site improvements. Per Special Permit Board Order, these additional improvements will cost \$700,00 and will be either constructed by the developer, or constructed by the City and paid for by the developer for "(1) streetscape and street beautification initiatives in the vicinity of the Project including the bridge over the Massachusetts Turnpike and MBTA railroad line, and (2) transportation enhancements for all travel modes, including, but not limited to, pedestrian, bicycle, and elements related to the Newtonville MBTA commuter rail station". *(For details from the Board Order see attachment "Washington and Walnut Improvements via W. Place.)*
 - c. Given discussions within the city regarding potential future changes along the Washington Street corridor with considerations for a road diet, Environmental Partners will review available traffic data and studies that include Washington Street within the immediate vicinity of the project as a preliminary assessment of potential changes in

lane configuration. (Additional studies will be required in the future to analyze the entire corridor and its many intersections before firmly establishing the feasibility of a road diet.) The Washington Street at Walnut Street intersection will be analyzed under future projected traffic volumes under future conditions (based on available traffic data). Considerations will be made for impacted queue lengths at the intersection including along Walnut Street. Based on this preliminary assessment, an approximate future width of Washington Street will be assumed and taken into consideration when reviewing the design of the proposed bump-outs in order to minimize risk of their reconstruction in the future.

- d. It is anticipated that the above services will include the review of the traffic signal design/layout, equipment and phasing/settings.
 - e. It is anticipated that the services listed as “5a” and “5b” above will be required primarily in late 2018 and 2019.
 - f. Expected deliverables include: 2 to 3 meetings with Mark Development’s landscape architect team and City staff; ongoing coordination with the City and developer team as needed; a peer review on the proposed Washington Place streetscape and landscape investments; a review of traffic signal equipment and phasing/settings; a 4-page report with streetscape design recommendations to City of Newton Planning Director and Commissioner of Public Works (one page on standards for each: lighting, landscaping, streets, and sidewalks). The LA and consultant team should evaluate the landscape and streetscape improvements proposed as part of the Washington Place development project based on the design guidelines and evaluation criteria developed during the Streetscape Plan phase.
- 6) **Location 5 - Washington Street, from Walnut Street to Central Avenue** is a portion of roadway, of roughly 380 linear feet, that abuts the Washington and Walnut Street intersection to the east. This area is considered part of the Newtonville village and has primarily commercial land uses and retail storefronts that face Washington Street. (This project does not include the intersection of Washington Street at Walnut Street which is covered under Section 4 above.)
- a. The City seeks landscape architecture and professional engineering services for this portion of roadway. Anticipated elements include ADA compliant sidewalks, street trees, landscaping and lighting. Utility coordination will be required to minimize risks of future impacts. This will include the adjacent drainage structures/system. Sub-consultants to the design team may include lighting design, electrical engineering, irrigation design, and soils engineering, as required by the design.
 - b. Topographic Survey
 - i. A topographic survey will be completed and base plan prepared suitable to complete the design, extending 100 feet beyond the above noted roadway project limits and within 20 feet of the back of sidewalk. The base plan will be prepared in AutoCAD format and include the existing right-of-way and all pertinent physical features. Trees exceeding 8 inches in diameter at 4 feet above ground level within 20 feet of the roadway edge will be located and shown on the base plan.
 - ii. Wetland resource areas are not anticipated within the project limit.
 - iii. The survey shall include a detailed and accurate Triangulated Irregular Network (TIN) model, compatible with Civil 3D - including border polyline and fault data for all

- topographic information. Elevations will be provided including at the centerline and roadway edge lines.
- iv. All visible existing utilities within the right of way will be shown and invert elevations of all visible drainage structures will be provided. Utility information provided by the responsible utility owner will be included on the base plans including pipe sizes and outlet pipes.
 - v. Right of Way information will be researched and compiled from the Assessors' office, Department of Public Works, MassDOT, and Registry of Deeds to obtain available information relative to roadway layout lines, property lines and baseline information.
- c. Conceptual Design
- i. An alternatives analysis will be performed to identify streetscape treatments anticipated along the identified sections of sidewalk. Potential improvements within these Washington Street project limits relative to improved multimodal accommodations, streetscape enhancements, street lighting and drainage. (Improvements at the Washington Street at Walnut Street intersection are not anticipated as part of this effort and are anticipated to be covered as mitigation under Section 4 above.)
 - ii. Several concepts will be discussed during the series of team meetings. (Public meetings are not anticipated for these efforts.) Based on input provided, up to three (3) alternatives will be conceptually designed using the survey. Alternatives are anticipated to reflect the aesthetic of proposed streetscape along Walnut Street with varying levels of treatments. Preliminary construction estimates will be provided for each alternative to provide order of magnitude costs.
 - iii. To initiate a succinct street lighting program, our team will gather field information to develop a street lighting design that will provide the appropriate level of street lighting and reflects the desired enhancements to the character of Washington Street. The street lighting program assumes pedestrian scale, ornamental lighting will be provided. Existing street lighting will be evaluated and, in coordination with the City, determination made on what lighting fixtures will be retained and what lighting fixtures will be removed. Alternative lighting system options (smart lighting versus conventional lighting) will be provided for comparison purposes including considerations for cost and maintenance.
 - iv. At the completion of the Concept Development Phase, it is anticipated that the preferred geometric alternative and streetscape features will be identified by the City for advancement into Preliminary Design Phase.
- d. Preliminary Design
- i. The Environmental Partners team shall prepare the standard preliminary (50%) design requirements for the rehabilitation project based on the identified preferred conceptual design from Phase 1 and sound engineered design standards as well as recommendations from the City regarding specific project criteria.
 - ii. A preferred streetscape design will be developed in concert with the civil engineering effort. Integral to this design development effort is a presentation to the public that will finalize and achieve approval of elements proposed by the design.
 - iii. The street lighting design will be advanced to the same level of Preliminary Design completion. The lighting elements selected during Conceptual Phase will be used and, after approval of lighting fixtures and lighting levels by the City, the Environmental Partners team will coordinate with the local utility and City for connection to power source and lighting controls. Plans in the same format as the civil engineering drawings will be used to depict lighting calculations and point to point lighting levels.

- iv. The Preliminary Design shall include a preliminary construction cost estimate including pay items in MassDOT format. This Scope of Services assumes that the project will be reviewed by the City; a review by MassDOT is not anticipated.
 - v. It is understood that all information that the City has available relative to the project (i.e., existing plans, GIS mapping data, traffic data information, crash data, local traffic ordinance and bylaws, etc.) will be provided to Environmental Partners at no cost so that we may properly review the work.
 - vi. It is anticipated that adequate capacity exists in the existing drainage system to tie into within project limits. Alterations to the drainage system will be made to accommodate the new alignment including relocating, adjusting or rebuilding structures as necessary; the design of a new drainage system is not anticipated given the anticipated unaltered change in impervious area. The evaluation of the drainage system or HydroCAD evaluations are not anticipated.
 - vii. Subsurface exploration such as test pits, if necessary, are anticipated to be performed by city forces. Stormwater infiltration and retaining walls are not anticipated and therefore subsurface exploration (or design) for such is not anticipated. It is anticipated that borings for mast arm foundations at the Washington Street at Walnut Street intersection will be performed by the private developer. (See Section 5 above.)
- e. Final Design
- i. The Environmental Partners team will address review comments provided by representatives of the City as well as identified during team and/or public meetings and will advance the Preliminary Design to Final Design. It is anticipated that only negligible changes will be made to the design as it advances. Bid documents will be prepared adequate for bidding purposes including plans, specifications and estimate.
 - ii. The Environmental Partners team will prepare supplementary specifications to the Massachusetts Department of Transportation "Standard Specifications for Highways and Bridges" (latest edition) in the form of Special Provisions which shall incorporate relevant sections of the City's standard specifications where applicable. This work includes the preparation of the bid tabulation and technical specification sections of the contract bid documents. Standard bidding requirements, general conditions, agreement or other information associated with procurement requirements and procedures will be provided.
 - iii. Environmental Partners will provide a final construction cost estimate. The final construction cost estimate will include the quantity, unit price and estimated cost of all pay items. The estimate will be based on prevailing prices established by MassDOT and recently advertised and awarded projects completed by the City and Environmental Partners. A bid tab will be prepared and included in the Measurement and Payment section of the bid document providing the quantity for each bid item.
 - iv. The final streetscape and street lighting design will be incorporated in to the final design submission which will accompanied by outline specifications and/or descriptions of preferred hardscape materials, street furniture and other associated enhancements. The bid is anticipated to include construction of all surface materials and streetscape treatments/furniture to the extent possible.
 - v. Final Design plans will be prepared. Plans will include:
 - Cover Sheet
 - General Notes & Pavement Notes
 - Typical Cross Sections
 - Construction Details

- Construction Plans showing Curb Tie and Grading (as needed)
 - Landscaping and Lighting Plan
 - Sign Plans and Sign Summary
 - Traffic Management Plans (typical construction phasing, detours, etc.)
- vi. The bid package will be submitted to the City for review and comment upon completion. A response to comments will be provided and changes implemented as necessary into the submission of bid documents including plans, specifications, and estimates (PS&E).
- vii. The proposed construction is anticipated to take place within the right-of-way. The need for permanent or temporary easements, land acquisitions, or rights-of-entry is not anticipated and such services have not been anticipated in the budget. Should any right-of-way be required, it is anticipated to be handled by the City.
- viii. Wetlands are not anticipated within the project limits and therefore permitting is not anticipated in this Scope of Services.
- f. Meetings
- i. Four (4) project coordination meetings with the City and the project team are anticipated for this project. In addition, biweekly conference calls are anticipated during the design process. Regular coordination is anticipated with the City and design team.
 - ii. This Scope of Services assumes that the Environmental Partners team will attend one (1) public meeting and one (1) meeting with City Council to present the improvements to the public. A PowerPoint presentation will be prepared. Given this project is an expansion of the Walnut Street corridor, it is anticipated that the Walnut Street community engagement process will sufficiently guide larger scope questions for this portion of the roadway.
- g. Bid and Construction Phase Services
- i. A budget for Bid Phase Services, Construction Administration and Resident Project Representative (RPR) is not included in the budgeted fee but may be provided upon request by the City.



Ruthanne Fuller
Mayor

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Office of the Mayor

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January 8, 2018

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

RECEIVED
Newton City Clerk
2018 JAN 8 PM 4:57
David A. Olson, CMC
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Council docket for consideration a request to authorize the transfer of \$2,000,000 from Acct # 0110498-5794 Budget Reserve – Snow & Ice Removal to the following accounts:

Acct # 0140110-5273	Rental – Vehicles	\$1,400,000
Acct # 0140110-513001	Regular Overtime	\$ 600,000

As of January 3, 2018 the City has spent a total of \$803,611.94.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller
Mayor

City of Newton



DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE COMMISSIONER

1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Ruthanne Fuller
Mayor

To: Mayor Fuller

From: Jim McGonagle, Commissioner of DPW

Subject: Snow Docket

Date: January 3, 2018

Mayor Fuller,

I write to request that you docket for consideration a request to authorize the transfer of \$2,000,000 for Snow & Ice operations to the following accounts.

Acct # 0140110-5273	Rental - Vehicles	\$1,400,000
Acct # 0140110-513001	Regular Overtime	\$600,000

As of January 3rd, the city has responded to five winter storm/ice events totaling 11.2 inches of snowfall. The city has spent a total of \$803,611.94 with an average cost of \$71,751.07 per inch of snow. The current snow expenses are detailed below.

Budgeted		Expenses	
Total Personnel	\$ 283,300.00	Total Personnel Costs	\$ 265,878.08
Total Contractors	\$ 233,513.65	Total Contracted Costs	\$ 291,270.00
Salt	\$ 258,030.00	Salt	\$ 103,306.06
Equipment	\$ 243,447.85	Equipment Expenses	\$ 143,157.80
Total Snow Budget	\$ 1,018,291.50	Total Snow Costs	\$ 803,611.94

Thank you



Jim McGonagle
Commissioner of Public Works

Jim McGonagle
Commissioner