

**City of Culver City, California
Agenda Item Report**

Meeting Date: 01/25/2010		Item Number: J-1	
JOINT CITY COUNCIL AND REDEVELOPMENT AGENCY BOARD AGENDA ITEM: Authorization to Prepare and Issue a Request for Proposals for Engineering Services related to the Real Time Motorist Information System Project.			
Contact Person/Dept.: Christopher Evans		Phone Number: (310) 253-5744	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒		Date:	
Public Notification: (E-Mail) Meetings and Agendas – City Council (01/20/10); (E-Mail) Meetings and Agendas – Redevelopment Agency (01/20/10); Downtown Business Association, and Chamber of Commerce on (01/18/10).			
Department Approval: Sol Blumenfeld 01/13/10		City Attorney Approval: Carol Schwab (01/20/10)	
Chief Financial Officer Approval: Mark Scott (by N. Kimball) (01/21/10)		City Manager/Executive Director Approval: Mark Scott (01/21/10)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council and Redevelopment Agency Board (1) direct the City Manager/Executive Director to prepare a Request for Proposals for engineering consulting services and (2) authorize the release of said Request for Proposals for the Real Time Motorist Information System (“RTMIS”) project. <u>BACKGROUND:</u> On January 26, 2007, staff applied for grant funding for multiple projects through the Los Angeles County Metropolitan Transportation Authority (“Metro”) 2007 Call for Projects. The RTMIS project involves the installation of electronic message boards at the Watseka, Cardiff and Ince Parking Structures and the future Washington/National Transit Oriented Development (“TOD”). Electronic message boards will also be installed on Washington and Culver Boulevards. The electronic message boards will display, in real time, the availability of parking at each parking structure. The goals of the RTMIS project are: 1) reduce traffic congestion, 2) minimize parking frustration, and 3) improve air quality due to reductions in auto emissions. Similar systems are located in downtown Santa Monica and at the Century City Westfield Mall. On October 9, 2007, the City was informed that Metro had approved the RTMIS project for Federal Congestion Mitigation and Air Quality (“CMAQ”) grant funds (see			

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Attachment 1). The total cost of design and installation of the RTMIS is estimated to be \$1,072,000. CMAQ grant funding was approved to cover 80% of the cost of the RTMIS project; up to \$858,000 ($\$1,072,000 \times 80\% = \$858,000$). The CMAQ grant requires applicants to provide 20% of the total cost of the project through a local match; up to \$214,000. ($\$1,072,000 \times 20\% = \$214,000$).

On December 22, 2008 the City Council authorized execution of a Letter of Agreement (the "LOA") with Metro that defined specific terms and conditions pertaining to CMAQ grant funding and confirming the City's understanding and acceptance of the conditions.

On August 3, 2009 the City received authorization from the California Department of Transportation ("Caltrans") and the Federal Highway Administration ("FHWA") to proceed with the preliminary engineering phase ("Phase 1") of the RTMIS (see Attachment 2). Completion of Phase 1 of the RTMIS is estimated at \$51,200 with grant funding covering \$40,960 (80%) of this phase of the project and \$10,240 (20%) to be funded through the local match ($\$40,960 + \$10,240 = \$51,200$).

On September 29, 2009 the City executed a project specific supplemental agreement (the "Agreement") with Caltrans. The Agreement stipulates the terms and conditions of grant reimbursement for invoices submitted for the RTMIS project. With execution of the Agreement, the City has received all outside agency approvals and authorizations necessary to begin Phase 1 of the RTMIS project and receive reimbursement for expenses related to the project.

DISCUSSION:

The RTMIS project is a design- build project divided into two phases. Phase 1, the design phase, requires the selection of an engineering consultant who will be responsible for (1) development of bid documents and specifications, (2) oversight of the bidding of the project, (3) assisting staff in selecting the firm who will design and build the RTMIS project, and (4) overseeing the completion of the design by the design-build firm. Phase 2 is the construction phase of the project and requires the engineering consultant to assist staff in preparing the request to Caltrans for authorization to construct the project. Following authorization from Caltrans, the selected engineering consultant will act as construction manager for the RTMIS project.

The RTMIS project is classified by Caltrans and the FHWA as an Intelligent Transportation System ("ITS") project. ITS projects are defined as any electronic transportation system that communicates to the traveler to provide transportation safety and efficiency. These types of systems often are integrated with existing regional or local transportation systems (ex: traffic lights are integrated with pedestrian crosswalk signals). Preparation of bid documents and specifications for

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the RTMIS project will require an engineering consultant experienced with ITS projects and their unique requirements.

If authorized by the City Council, staff will prepare and issue an RFP for Engineering Services to qualified engineering consultants. Upon receipt and evaluation of the responses, staff will return to the City Council with staff's recommendation for an engineering services agreement for the RTMIS project.

Following release of the RFP, Phase 1 of the RTMIS project is estimated to be completed by the third quarter of 2010.

FISCAL ANALYSIS:

The total cost of the RTMIS project is estimated to be \$1,072,000. Twenty percent of the total cost (\$214,000) is required by Caltrans be funded through a local match. Eighty percent (\$858,000) of the RTMIS project will be reimbursable through grant funding.

On December 22, 2008 the Culver City Redevelopment Agency Board authorized appropriating \$214,000 from Tax Exempt Bond proceeds (Fund 553) to fund the grant required 20% local match, and the City Council authorized appropriating \$858,000 from the Grants Capital fund (Fund 423) to fund the reimbursable portion of the CMAQ grant.

PROJECT FUNDING SUMMARY:

<u>Source</u>	<u>Amount</u>
Redevelopment Agency -	\$214,000 (local match)
Culver City -	\$858,000 (reimbursable grant)
TOTAL COST	\$1,072,000

An engineering estimate of the RTMIS project was conducted by the City's Engineering Consultant, CBM Consultants. The engineering estimate included a review of similar products as is proposed for downtown Culver City. The result of the engineering estimate showed the RTMIS grant budget to be sufficient to cover the cost of the RTMIS project.

The cost of engineering services were included in the RTMIS engineering estimate and 80% of those costs will be reimbursed by the CMAQ grant.

RTMIS project grant funds have been authorized by Caltrans and the FHWA through June 30, 2015.

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ATTACHMENTS:

1. October 9, 2007 Metro grant approval letter
2. August 3, 2009 Caltrans authorization letter

MOTION:

That the City Council and Redevelopment Agency Board:

- (1) Direct the City Manager/Executive Director to prepare a Request for Proposals for engineering consulting services for the Real Time Motorist Information System Project; and,
- (2) Authorize the Release of said Request for Proposals..