

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

Meeting Date: <u>6/13/11</u>		Item Number: <u>JC-3</u>	
JOINT CITY COUNCIL/REDEVELOPMENT AGENCY BOARD AGENDA ITEM:			
Approval of a Professional Services Agreement with Kimley-Horn and Associates for Engineering Consultation Services related to the Real Time Motorist Information System Project.			
Contact Person/Dept.: Christopher Evans / CDD; Todd Tipton / CDD		Phone Number: (310) 253-5744 (310) 253-5783	
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 (06/08/11); (E-Mail) Meetings and Agendas – Redevelopment Agency (06/08/11); Chamber of Commerce (5/27/11); Modern Parking (5/27/11); Downtown Business Association (5/27/11).			
Department Approval: Sol Blumenfeld (06/01/11)		City Attorney Approval: Carol Schwab (by H. Baker) (06/08/11) Murray Kane (06/02/11)	
Chief Financial Officer Approval: Jeff Muir (by N. Kimball) ()		City Manager/Executive Director Approval: John Nachbar (06/08/11)	
<u>RECOMMENDATION:</u> Staff recommends the City Council and the Culver City Redevelopment Agency Board (Agency Board) approve a Professional Services Agreement in the amount of \$90,442 with Kimley-Horn and Associates (Kimley-Horn) for engineering consultation services related to the Real Time Motorist Information System Project (Project). <u>BACKGROUND:</u> On November 8, 2010, at the direction of the City Council and Agency Board, a Request for Proposal (RFP) was issued for engineering consulting services for the Project¹. The purpose of the RFP was to obtain the services of an engineering consulting firm (Consultant) familiar with Intelligent Transportation Systems (ITS)² projects to analyze Project needs and develop bid documents for construction of the Project. The Project is divided into two phases. Phase One is the preliminary engineering and design phase requiring staff and Consultant to: 1) Perform a pre-bid ITS analysis; 2) Develop bid documents and Project specifications, and; 3) bid the construction of the Project. Phase Two of the Project is the construction and installation phase. A project schedule is attached for reference.			

City of Culver City, California
Agenda Item Report

Should the City Council and Agency Board ultimately award a construction contract, the Project would be installed in the Watseka, Cardiff and Ince Parking Structures and the planned Washington/National Transit Oriented Development (TOD). In addition to parking structure locations, dynamic message signs will be located on Washington and Culver Boulevards. The signs will communicate with the parking structures and provide motorist with real time information as to the availability of parking as they enter downtown and the TOD area.

DISCUSSION:

Proposals were initially solicited from five qualified firms. Two (2) responses were received. Interest shown in the RFP was low due to the technical nature of the work. Both respondents have performed satisfactory work for the City and Agency in the recent past. Kimley-Horn was hired by the City to install and integrate a proprietary traffic control system (KITS). That project was completed in June 2010. Also in 2010, KOA provided design and construction inspection services for the Washington Boulevard/McLaughlin Avenue Traffic Signal Project, The respondents' proposed fees to complete the work are as follows:

RFP Respondents	Total Fee
Kimley- Horn	\$90,442.00
KOA Corporation	\$46,640.00

The budget for Phase One of the Project is \$166,000 (\$132,800 Grant Funds + \$33,200 Agency match) The difference in pricing between Kimley-Horn and KOA is due to a difference in the projected hours needed to complete the work.

Following receipt of the proposals, a staff committee reviewed the responses and conducted interviews. In addition staff checked references for prior work completed by the respondents. Subsequently, the committee determined that the number of hours Kimley-Horn identified to complete the scope of work were accurate while KOA had underestimated the amount of work needed.

Kimley-Horn has completed or is currently working to design projects of a similar nature in the cities of Pasadena, Burbank and Santa Monica. Staff believes the City will benefit from Kimley-Horn's depth of experience in designing projects similar to the proposed Project.

Should the City Council and Agency Board approve the proposed professional services agreement, the work would be completed within 120 days of execution of the agreement. The time to complete the work includes data collection, federally required document preparation, consultation with staff, and preparation of bid documents.

City of Culver City, California
Agenda Item Report

The final design will be presented to the City Council and Agency Board for approval prior to soliciting bids/quotations for construction of the Project.

FISCAL ANALYSIS:

The total cost of design and installation of the Project is estimated to be \$1,072,000, with the project being completed in two phases. The grant requires applicants to provide 20 percent of the total cost, which results in an Agency contribution of \$214,400 (\$857,600 + \$214,400 = \$1,072,000). The Agency's matching portion has been included from tax exempt bond proceeds and \$858,000 in the Grants Capital fund (Fund 423) in the City Manager's/Executive Director's Proposed Budget for Fiscal Year 2011/2012.

As the Real Time System will utilize emerging technology and as bid documents and Project specifications will require the review and approval of State and Federal agencies, this project includes a 20% contingency.

Maintenance costs for the Real Time System have been estimated to be approximately \$41,000 for three (3) years for all locations and utility costs (electricity, internet) for the Real Time System have been estimated to be approximately \$14,000 for three years for all locations.. Maintenance and utility costs are not eligible for grant funding reimbursement and will be paid for as an operational cost by the Agency.

The City will be required to absorb the ongoing maintenance and utility costs in the event the Agency is eliminated pursuant to the Governor's budget proposal.

ATTACHMENTS:

1. Project schedule

MOTION:

That the City Council and Redevelopment Agency Board:

1. Approve a professional services agreement with Kimley-Horn for Engineering Consulting Services in an amount not to exceed \$108,530 (\$90,442 base bid plus \$18,088 in contingency) related to the Real Time Parking Information System Project; and
2. Authorize the City Attorney/Agency General Counsel to review/prepare the necessary documents; and,

City of Culver City, California
Agenda Item Report

3. Authorize the City Manager/Executive Director to execute such documents on behalf of the City and Agency, respectively.

NOTES:

¹ Due to the need to revise the RFP scope of work and obtain necessary approval from Caltrans, consultant selection has been delayed.

² The Project is classified by Caltrans as an ITS project. ITS projects have specific requirements that must be met in order to achieve the Project goals and obtain cost reimbursement.