

City of Culver City, California
Redevelopment Agency Agenda Item Report

Meeting Date: 10/06/08		Item Number: <u>C-7</u>	
AGENDA ITEM: Approval of a Professional Services Agreement with Paller-Roberts Engineering, Inc., for the Preparation of a Topographic Survey along Blackwelder Drive and Smiley Drive for a Future Street Improvement Project			
Contact Person/Dept.: Lee Torres - PW		Phone Number: (310) 253-5623	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Public Notification: Master E-Mail Notification List (10/01/08) CBM Consulting, Inc., Paller-Roberts Engineering, Inc., and APD Consulting, Inc. were notified via telephone September 8, 2008.			
Department Approval: Sol Blumenfeld (09/11/08)		Executive Director Approval: Jerry B. Fulwood (10/01/08)	
Chief Financial Officer Approval: Jeff Muir (by N. Kimball) (10/01/08)			

RECOMMENDATION:

Staff recommends the Culver City Redevelopment Agency (the "Agency") approve a professional services agreement with Paller-Roberts Engineering, Inc. (Paller-Roberts) for the preparation of a Topographic Survey along Blackwelder Street and Smiley Drive between La Cienega Boulevard and its northerly terminus for an amount not-to-exceed \$32,000.

BACKGROUND/ DISCUSSION:

Blackwelder Street and Smiley Drive between La Cienega Boulevard and their northerly termini (Ballona Creek) is a light manufacturing zone. The roadway pavement along the entire length of Blackwelder Street and northern portions of Smiley Drive is in poor condition with several pavement areas requiring full reconstruction.

Blackwelder Street and Smiley Drive also possess aged drainage systems, lack street parking, street lighting, and do not provide a clear definition between the public right-of-way and private property.

In May 2008, Public Works/Engineering and Community Development Department Staff met to review and investigate the existing conditions and determine other needs that the area may require due to future potential developments. Staff determined that a preliminary study to review opportunities for public parking, improvements to the existing drainage system, and traffic control measures to assist local traffic with street circulation is warranted.

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As part of the preliminary study, a Topographic Survey is required. The Topographic Survey will assist in providing essential information such as the locations of existing overhead and underground facilities, clearly defining the street right-of-way, establishing existing grades, and showing the location of buildings relative to the public right-of-way line.

Staff requested a proposal from three consultants selected from the pre-approved list approved by City Council on July 23, 2007 through an informal RFP process. Staff received proposals from the following;

	<u>Consultants</u>	<u>Proposal Amount</u>
1	Paller-Roberts Engineering, Inc.	\$32,000
2	CBM Consulting, Inc.	\$37,500
2	APD Consultants, Inc.	\$41,250

All three consultants are capable of preparing a complete Topographic Survey. However, Paller-Roberts' cost is the lowest with a not-to-exceed amount of \$32,000.

Paller-Roberts Engineering, Inc. has assisted the Engineering Division Staff in the successful preparation of Topographic Surveys and Civil Engineering Design on several Capital Improvement Projects the past five years.

FISCAL ANALYSIS

Sufficient funds were appropriated in the Adopted Redevelopment Agency Budget for Fiscal Year 2008/09 in tax exempt bond funds, (Smiley/Blackwelder – 553392200), for the preparation of a Topographic Survey for the Blackwelder/Smiley Street Improvement Project

MOTIONS:

That the Redevelopment Agency:

- 1) Approve a professional services agreement with Paller-Roberts Engineering Inc. to prepare a Topographic Survey for a not-to-exceed amount of \$32,000; and,
- 2) Authorize the Agency General Counsel to review/prepare the necessary documents; and,
- 3) Authorize the Executive Director to execute such documents on behalf of the Agency.