

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

Meeting Date: 10/11/2010		Item Number: <u>C-4</u>	
CITY COUNCIL AGENDA ITEM: Approval of a Professional Services Agreement with Psomas for the Preparation of a Project Study Report Equivalent (PSRE) and the Los Angeles County Metropolitan Transportation Authority (MTA) Call for Projects Application for the Duquesne Avenue Operations Study Project, P-913			
Contact Person/Dept.: Elaine Jeng/PW, Mate Gaspar/PW		Phone Number: 310-253-5621 and 310-253-5602	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Agenda and Meetings – City Council (10/06/10), (E-Mail) Psomas, Iteris Inc., KOA Corporation, and Paller Roberts. (10/06/10)			
Department Approval: Charles D. Herbertson (10/05/10)		City Attorney Approval: Carol Schwab (by H. Baker) (10/06/10)	
Chief Financial Officer Approval: Jeff Muir (by N. Kimball) (10/06/10)		City Manager Approval: John M. Nachbar (10/06/10)	

RECOMMENDATION:

Staff recommends the City Council approve a professional services agreement with Psomas for the preparation of (a) a Project Study Report Equivalent (PSRE) as required by the Los Angeles County Metropolitan Transportation Authority (MTA) Call for Projects application and (b) the preparation of the City's Call for Projects application to fund the Duquesne Avenue Operations Study Project, P913.

BACKGROUND:

This year's approved capital improvement budget includes the Duquesne Avenue Operations Study Project, P-913. This is a long term project that envisions the improvement of traffic operations on Duquesne Avenue between Jefferson Boulevard and Washington Boulevard. Over the years, the City has obtained right-of-way from adjacent properties for potential future widening. Also, since the closure of Higuera Street at Hayden Avenue in 1996, some traffic has been diverted to Duquesne Avenue. Duquesne Avenue is a two lane street without a traversable left turn lane, bike lanes, and left turn pockets at Braddock Drive and Lucerne Avenue.

MTA indicated that there are approximately \$100M available for the 2011 Call for Projects cycle. Staff intends to submit an application under the Regional Surface Transportation Improvement (RSTI) mode of the 2011 Call for Projects. Historically this mode was combined with the Goods Movement category, however during the current cycle, Metro announced the Goods Movement and RSTI would be separated into two categories making it difficult to anticipate the amount of money out of the \$100M that will go to either the RSTI or the Goods Movement modes. Additionally,

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MTA also announced that MTA's contribution to RSTI projects would be limited to \$6 million per project. The local match will be 35% of project cost. The application was anticipated to be released in late October but in recent announcements, the release date is now postponed to early November 2010, with a due date some time in January 2011.

DISCUSSION:

Pursuant to Culver City Municipal Code § 3.07.085.A, a contract for personal or professional services is not required to be formally bid, provided that the contract is based upon competitive quotations whenever practical. In this case staff opted to conduct a Request for Proposal (RFP) process.

On August 24, 2010, staff released the RFP requesting qualified firms to provide a PSRE studying at least seven (7) project alternatives to improve traffic conditions/operations along Duquesne Avenue. Proposers were encouraged to provide additional alternatives appropriately. As required by the MTA's PSRE guideline, one of the alternatives must include a no-build option. Other alternatives vary from striping to additional right-of-way acquisition to widen Duquesne Avenue to include 2 traversable lanes, one median turn lane and bi-directional bike lanes.

The pre-proposal meeting was held on September 8, 2010. Proposals were due on September 16, 2010 at 4pm. Four (4) proposals were received from the following companies: Iteris Inc., KOA Corporation, Psomas, and Paller-Roberts Engineering, Inc. Paller-Roberts Engineering, Inc's proposal was submitted after the specified time and therefore was eliminated from consideration.

The City specified in the RFP that proposals would be evaluated by a panel of City staff based on the following criteria: understanding of the work to be done, quality of the assigned team members, previous experience with similar projects, past project track record, and total cost of services to the City. The City also specified that the panel will select the proposal that best fulfills the requirements and is the best value to the City. It was stated that the lowest price proposal will not, necessarily, be selected solely on that criteria.

Each of the proposals provided unique features that fulfilled most, if not all, of the criteria. Each firm emphasized different components of the project. For example, Iteris, Inc. focused on the evaluation of the project alternatives and provided very detailed exhibits which visually laid out the project alternatives. Additionally, Iteris Inc.'s creativity provided another alternative to better utilize the existing right-of-way. KOA Corporation provided insights on the application process, strategizing the best way to achieve grant funding. Psomas provided emphasis on the right-of-way acquisition and community outreach aspect, seeing these as potentially the most challenging topics in moving the project forward.

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Each proposal was deemed to be qualified with adequate staff to meet the project schedule. Price proposals between the three candidate firms were very competitive.

Iteris, Inc.	KOA Corporation	Psomas
\$68,696.00	\$77,870.00	\$69,600

To make a selection, staff put together a spreadsheet of the cost, broken down by task as identified by each proposer to further understand their estimate of the level of effort. The breakdown is provided in Attachment 1.

While all three proposers demonstrated sufficient qualifications, adequate staffing, and competitive pricing, staff is recommending the selection of Psomas as the firm with the best combination of expertise and project emphasis that most closely meets the City's expectations and needs for the project.

FISCAL ANALYSIS:

The Duquesne Avenue Study was approved as part of the City Council Adopted Budget for Fiscal Year 2010/2011 to be funded with \$60,000 of West Los Angeles Traffic Mitigation Funds. To meet the necessary budget, \$16,960 in West Los Angeles Traffic Mitigation Funds will be transferred from P-881, Sepulveda Boulevard Widening. After the transfer, there will be sufficient funds to cover the proposed contract and there will be \$3,739,640 of West Los Angeles Traffic Mitigation Funds remaining in P-881 for that project..

MOTION:

- 1) Approve a professional services agreement with Psomas for a not-to-exceed contract amount of \$69,600 for the Duquesne Avenue Operations Study, P-913; and,
- 2) Authorize the Public Works Director/City Engineer to approve change orders totaling a not-to-exceed amount of \$10,000, if necessary; and,
- 3) Authorize the City Attorney to review/prepare the necessary documents; and,
- 4) Authorize the City Manager to execute such documents on behalf of the City.