

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

Meeting Date: 11/7/11		Item Number: C-3	
CITY COUNCIL AGENDA ITEM: Approval of a Request for Proposal for Landscape Architecture Services for the West Washington Area Improvement Plan – Phase IV.			
Contact Person/Dept.: Elaine Warner		Phone Number: 310.253.5777	
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 (11/03/11)			
Department Approval: Sol Blumenfeld (10/11/11)		City Attorney Approval: Carol A. Schwab (by H. Baker) (11/07/11)	
Chief Financial Officer Approval Jeff Muir (11/02/11)		City Manager Approval: John M. Nachbar (11/03/11)	
<u>RECOMMENDATION:</u> Staff recommends the City Council approve a Request for Proposal (“RFP”) for landscape architecture services for West Washington Area Improvement Plan – Phase IV. <u>BACKGROUND:</u> In December 2007, the Culver City Redevelopment Agency approved a multi-phase Area Improvement Plan along West Washington Boulevard to improve the physical and economic quality of the area. A key component of this Area Improvement Plan involves the installation of streetscape medians. Pursuant to the Cooperation Agreements between the City and the Agency, such medians are proposed to be funded by the City using former Agency funds. Use of the former Agency funds for construction is predicated on the on-going median maintenance being carried out through an assessment district. Both Phase I and Phase II project areas have successfully formed assessment districts. Phase I completed construction in November 2010 and Phase II construction was recently completed. Phase III construction documents, for the replanting of five existing medians, are in development. Landscape architecture services are now required to prepare the conceptual plans for Phase IV.			

City of Culver City, California
Agenda Item Report

DISCUSSION:

An RFP has been developed for the City Council's approval. Staff proposes that the RFP will be sent to a select group of landscape architects to solicit responses. The scope of work for Phase IVII involves the continuation of the programming developed in Phase I and Phase II and includes the preparation of plans for multiple medians within the Phase IV area. Similar to the previous phases, the proposed landscaping will be drought tolerant and low maintenance. All the medians will include uplighting or other lighting elements to illuminate the medians (i.e. palm trees) at night. The goals of the median design are to beautify the area and complement ongoing redevelopment efforts.

Additionally, the scope shall include identifying the feasibility for bike lanes or "sharrows" as well as a gateway treatment located at the City's West Boundary near Walgrove Avenue. These medians function as a potential gateway to the AIP areas.

Should the City Council approve the item as recommended this evening, staff proposes the following schedule for the RFP process:

Proposals due - Monday, December 5, 2011.

Interviews conducted - Friday, December 9, 2011.

Agency City Council consideration of contract award Monday - December 12, 2011

FISCAL ANALYSIS:

There is no fiscal impact caused by the review and approval of the RFP. Funds for this project have been appropriated and will be funded from former Agency Tax Exempt bond funds now held by the City (Business Unit 48892695).

ATTACHMENTS:

Draft Request for Proposal

MOTION:

That the City Council:

Approve the Request for Proposal for landscape architecture services for West Washington Area Improvement Plan – Phase IV and direct the City Manager to distribute it accordingly.