



# City of Culver City

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## Staff Report Details (With Text)

**File #:** 16-916      **Version:** 1      **Name:** Bicycle & Pedestrian Action Plan Contract Approval  
**Type:** Minute Order      **Status:** Consent Agenda  
**File created:** 4/13/2017      **In control:** City Council Meeting Agenda  
**On agenda:** 6/12/2017      **Final action:**  
**Title:** CC - Approval of Professional Services Agreement with Alta Planning + Design to Create a Bicycle & Pedestrian Action Plan in an Amount Not-to-Exceed \$290,000.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Alta Proposal - Culver City Bike and Ped Action Plan, 2. Alta Revised Schedule, 3. Alta Revised Budget

Date	Ver.	Action By	Action	Result
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**CC - Approval of Professional Services Agreement with Alta Planning + Design to Create a Bicycle & Pedestrian Action Plan in an Amount Not-to-Exceed \$290,000.**

**Meeting Date:** June 12, 2017

**Contact Person/Dept:** Eric Bruins/Public Works

**Phone Number:** (310) 253-5616

**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 (06/07/17);

**Department Approval:** Charles D. Herbertson, Public Works Director/City Engineer (06/02/17)

### RECOMMENDATION

Staff recommends the City Council approve a professional services agreement with Alta Planning + Design to create a Bicycle & Pedestrian Action Plan in an amount not to exceed \$290,000.

### BACKGROUND/DISCUSSION

The City Council adopted the current Bicycle & Pedestrian Master Plan on November 8, 2010. Since that time, the City has implemented a number of important Master Plan projects and programs, such as a citywide safe routes to school education program, bike lanes on Washington Boulevard and Place, bike racks throughout Culver City, pedestrian safety improvements around Linwood Howe Elementary, and, coming soon, bike lanes on Duquesne Avenue and in the Fox Hills area.

While the 2010 Master Plan provided a foundation for these projects and programs, the majority of the proposed projects identified and implemented were low-hanging fruit that could be implemented without significant tradeoffs. Last fall, the City Council adopted a strategic goal of zero net ADT growth and directed staff to evaluate becoming a Vision Zero city. Meeting these new goals will require more ambitious projects to provide biking and walking infrastructure that is safe, convenient, and comfortable for Culver City residents and employees of all ages and abilities-not just those who already bike and walk.

As the City seeks to take additional steps to increase public safety and encourage walking, biking, and taking transit, the limitations of the current Bicycle and Pedestrian Master Plan are increasingly evident. Staff has identified the following shortcomings in the 2010 plan that we aim to remedy with this update:

- No protected bike lanes proposed (plan predates Caltrans Class IV guidance)
- Limited attention to first/last mile access to transit (plan predates opening of Metro Expo Line)
- Limited definition of pedestrian corridor improvements and accompanying policies/design standards
- No defined performance measures to track progress (e.g. Vision Zero, mode share targets, etc.)
- Limited exploration of specific, implementable project concepts

Updating the 2010 Master Plan allows the City to address these shortcomings systematically and conduct more robust stakeholder participation than would be possible on a project-by-project basis. The proposed scope of work will use a more data-intensive approach to planning and prioritization than the 2010 Master Plan, including identifying collision hot spots and specific countermeasures to address known causes. Based on early data analysis, the City intends to focus community engagement efforts along high-priority corridors in order to discuss implementable project concepts for those corridors with stakeholders. This focus on implementation has led staff to rebrand the effort as the “Bicycle & Pedestrian Action Plan.”

The proposed scope of work has three main elements:

1. Update the Bicycle & Pedestrian Master Plan to meet current ATP standards;
2. Create a Vision Zero policy and action plan to eliminate traffic deaths and serious injuries in Culver City, with an emphasis on safety for people walking and biking; and
3. Develop up to three “grant-ready” project concepts for corridors identified as high priorities through the planning process.

A Request for Proposals (RFP) was issued on February 28, 2017 and responses were due on March 30<sup>th</sup>. Three proposals were received. A committee of three Public Works staff and two members appointed by the Bicycle & Pedestrian Advisory Committee (BPAC) reviewed the proposals and interviewed all three teams. Staff recommends hiring Alta Planning + Design to develop the plan due to their familiarity with and previous experience in Culver City, their direct experience with “pop-up” demonstration projects and other innovative outreach methods, and the strong technical ability of

their subconsultant, Fehr & Peers, to perform the Vision Zero analysis.

The plan will take approximately 18 months. The BPAC will serve as the primary citizen advisory group for this process.

## **FISCAL ANALYSIS**

In FY 2015-16, the City Council budgeted \$150,000 for a plan update. The FY 2017-18 includes \$140,000 for bicycle and pedestrian project development. The proposed scope of work combines these budget items in order to achieve efficiencies and increase the level of community engagement. The recommended proposal is less than the amount budgeted for this work, so there is no additional financial impact.

Staff requested revisions to Alta's original timeline and budget in order to accelerate the proposed schedule and provide adequate resources to priority tasks. Alta's proposed budget for the scope of work is \$284,805. Staff will retain the difference between this and the budgeted amount as contingency for unforeseen expenses during the 18-month planning process.

## **ATTACHMENTS**

1. Alta Proposal
2. Alta Revised Timeline
3. Alta Revised Budget

## **MOTION**

That the City Council:

1. Approve a professional services agreement with Alta Planning + Design to create a Bicycle & Pedestrian Action Plan in an amount not to exceed \$290,000; and
2. Authorize the City Attorney to review/prepare the necessary documents; and
3. Authorize the City Manager to execute such documents on behalf of the City.