



# City of Culver City

## Staff Report

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Item #: C-9.

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**CC - (1) Approval of a Professional Services Agreement with Transtech Engineers, Inc. for Construction Management and Construction Inspection Services in an Amount Not-to-Exceed \$412,999, for the La Ballona Safe Routes to School Project, PL-006, Federal Project No. ATPL 5240(034); and, (2) Authorize the Public Works Director/City Engineer to Approve Amendment (s) to the Agreement in an Additional Amount Not-to-Exceed (15%) \$61,951, if Necessary.**

**Meeting Date:** May 11, 2020

**Contact Person/Dept:** Diana Szymanski/Public Works  
**Phone Number:** 310-253-5623

**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 (05/06/2020);

**Department Approval:** Charles D. Herbertson, Public Works Director/City Engineer (04/30/2020)

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### **RECOMMENDATION**

Staff recommends to the City Council (1) approve a professional services agreement with Transtech Engineers, Inc. for construction management and construction inspection services in an amount not-to-exceed \$412,999 for the La Ballona Safe Routes to School Project, PL-006, Federal Project No. ATPL 5240(034); and (2) authorize the Public Works Director/City Engineer to approve amendment (s) to the agreement in an additional amount not-to-exceed (15%) \$61,951, if necessary.

### **BACKGROUND/DISCUSSION**

In May 2015, the City submitted a grant application under the California Active Transportation Program (ATP) Cycle 2 - Safe Routes to School (SRTS) category, for pedestrian and bicycle safety improvements focused in the vicinity of the La Ballona Elementary School. In October of 2015, the City of Culver City was awarded the ATP grant in the amount of \$2,772,000 for this project.

The project includes pedestrian and bicycle safety improvements along Matteson Avenue, Bentley

Avenue, Tilden Avenue, Huron Avenue, Prospect Avenue, College Avenue, Girard Avenue, Elenda Street, Culver Boulevard, Washington Boulevard, Washington Place, and Venice Boulevard.

On April 13, 2020, City Council approved a construction contract in the amount of \$2,811,100.60 to Toro Engineering, as the lowest responsive and responsible bidder.

On March 12, 2020 Staff published an RFP on the City's website for Construction Management & Construction Inspection for this Project. No addendums were issued. On April 2, 2020, proposals were due to the Office of the City Clerk at or before 3:00 PM. Four consultants responded, as follows:

**CONSULTANTS**

1. Transtech Engineers, Inc.
2. KOA Corp
3. Safework CM
4. dSantana Arquitectura

Staff formed an evaluation committee to review all received proposals, per federal guidelines, for qualifications and experience, experience of key personnel, project approach and understanding, knowledge and experience with State and Federal procedures, and references. Staff unanimously determined Transtech Engineers Inc. to best meet the needs for this project. Staff then opened the sealed fee proposal and proceeded to negotiate with Transtech Engineers, Inc. the hourly rates for classifications, hours allocated per classification, and scope of work to be included in the final contract. Transtech reduced the original proposal fee amount of \$477,634 to revised fee amount of \$412,999.

The scope of work includes the following: Construction Management, Construction Inspection, Federal/Labor Compliance Support Services, Material Testing and Survey Monument Preservation.

Construction is slated to commence in July 2020 and is expected to be substantially completed in March 2021.

**FISCAL ANALYSIS**

The Construction Management and Construction inspection services is proposed to be funded by transferring FY 19/20 Measure R and 2019/20 Gas Tax funds from the Arterial Streets Rehabilitation Project, PS-005 project. In lieu, the proposed Fiscal Year 2020/21 CIP Budget will allocate \$433,453 of available New Development Impact Fee Fund to PS-005.

There is an additional \$50,000 built into this proposed project budget in the event Fund 418 Gas Tax or Fund 431 Los Angeles County Measure R revenue comes in lower than expected for the months of March through June.

**Proposed Project Budget**

<b>Funding Source</b>	<b>Amount</b>
PS-005 Fund 418 Gas Tax	\$ 273,746.38

<u>PS-005 Fund 431 Los Angeles County Measure R</u>	<u>\$ 251,203.62</u>
<b>Total:</b>	<b>\$ 524,950.00</b>

<b>Consultant Fees</b>	<b>Amount</b>
Transtech's Fee Proposal	\$ 412,999.00
<u>15% Contingency</u>	<u>\$ 61,951.00</u>
<b>Total:</b>	<b>\$ 474,950.00</b>

## ATTACHMENTS

None.

## MOTION

That the City Council:

1. Approve a professional services agreement with Transtech Engineers, Inc. for construction management and construction inspection services for the La Ballona Safe Routes to School Project, PL - 006, Federal Project No. ATPL 5240(034) in an amount not-to-exceed \$412,999; and,
2. Authorize the Public Works Director/City Engineer to approve amendment(s) in an additional amount not-to-exceed (15%) \$61,951, if necessary;
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.