



# City of Culver City

## Staff Report

---

File #: 21-383, Version: 1

Item #: C-8.

---

### **Granicus..title**

**CC - (1) Approval of a Five-Year Agreement with Brasco International, Inc. for the Acquisition of Bus Stop Furniture in an Amount Not-to-Exceed \$1,120,922; and (2) Authorization to the Purchasing Officer to Issue Purchase Orders During and Under the Terms of the Agreement as Determined by the Chief Transportation Officer.**

**Meeting Date:** October 26, 2020

**Contact Person/Dept:** Rolando Cruz/Transportation  
**Phone Number:** (310) 253-6500

**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 (10/21/2020);

**Department Approval:** Rolando Cruz, Chief Transportation Officer (10/19/2020)

---

### **RECOMMENDATION**

Staff recommends the City Council (1) approve a five-year agreement with Brasco International, Inc. for the acquisition of new bus stop furniture in an amount not-to-exceed \$1,120,922 to replace existing and add new furniture at Culver CityBus bus stops located throughout the City; and (2) authorize the Purchasing Officer to issue purchase orders during and under the terms of the agreement as determined by the Chief Transportation Officer.

### **BACKGROUND/DISCUSSION**

Much of the existing bus stop furniture in the City has been in place for approximately 22 years and is in need of replacement. In 2016, staff began to replace the old bus stop furniture with modern and timeless furniture to compliment the City's built environment and promote a positive perception and experience of public transportation. On September 12, 2016, Council awarded a contract to West Valley Investment Group, Inc. to replace furniture at 32 bus stops with new furniture, including 28 shelters, 49 benches, and 39 trash receptacles. The silver/light gray furniture that was procured

compliments and blends into the City’s built environment, promotes a timeless appearance, minimizes user discomfort caused by heat from the sun, and reduces the cost of maintenance/cleaning. The roofs of the shelters are a dark gray polycarbonate designed to block out UV rays while allowing filtered sunlight to pass through and to provide protection from rain.

In Spring 2020, the Transportation Department surveyed all Culver CityBus bus stops throughout the City and identified approximately 94 bus stops throughout the City that have furniture in need of replacement as identified below. An additional 41 shelters and 54 benches and trash receptables have been incorporated into the final total to accommodate any future needs:

|                  | Recommended Replacement | Contingency | Total |
|------------------|-------------------------|-------------|-------|
| Shelter          | 52                      | 41          | 93    |
| Bench            | 94                      | 54          | 148   |
| Trash Receptacle | 94                      | 54          | 148   |

On August 6, 2020, the City released a Request for Proposals (RFP No. 2038) for a five-year contract to qualified firms in support of replacing all bus stop furniture within three years (with two one-year options) with a new modern look that embraces the past and looks towards a mobility future. The furniture considered included shelters, benches and trash cans that have a sleek silver style and include options such as sustainable lighting, incorporating real-time signs, wi-fi/phone charging capabilities, and/or alternative messaging.

On September 7, 2020, proposals from the following three firms were received:

1. Brasco International, Inc.
2. Landscape Forms
3. Tolar

Each proposal was carefully reviewed to ensure project compliance with City and Federal Transit Administration (FTA) requirements. Proposals were then reviewed for their responsiveness to the scope of work identified in the RFP and evaluated based on several factors including qualifications, experience, responsiveness to the Scope of Work, fees, and workmanship. After carefully reviewing and scoring each proposal, the evaluation team’s rankings were compiled, and Brasco International, Inc was found to be the highest-ranking proposer. Brasco provided multiple furniture options with flexibility in design of all the furniture and amenities that could be used to enhance the customer experience, including color, solar lighting, LED display screens, standee rails, art/advertising displays, customized benches and trash receptacles.

Brasco International, Inc. designs and manufactures transit shelters, solar powered solutions, and streetscape furnishings to transit agencies and commercial markets and is considered one of the leading manufacturers of shelters for over 25 years. In their proposal, Brasco offered two versions of shelters. The first offer is an Eclipse model that has multiple options allowing Culver City to maintain the existing image already created in prior furniture installation as well as expand the brand. The second offer is a larger scaled Aero model that is similar in style and could be used for our Gateway

stops. It provides for a larger canopy and a branding opportunity.

The removal of existing furniture and installation of newly purchased furniture is scheduled to commence in February 2021 and the team expects to replace furniture at 50 bus stops by June 30, 2021 and will work on plans to complete the remaining and expanded stops within the next two years. The Transportation Department is currently working on updating our bus stop guidelines to define three type of mobility stops within Culver City to include a Gateway, a CityBus, and a Microtransit stop. These new “mobility” stop guidelines will include the multiple options of furniture and customer amenities.

The five-year agreement would include the anticipated amount of furniture over a five-year period and the prices listed. Each year, or as needed, the Chief Transportation Officer would determine the specific items during that year and request the Purchasing Officer issue a purchase order accordingly.

The estimated costs of \$1,120,922 are based on the furniture listed above with 80% of the furniture to be delivered and installed within three years and the remaining furniture to be ordered as needed in the remaining two years of the contract. This amount includes an estimate of 15% of the furniture amount for exercising the options and for contingency.

## **FISCAL ANALYSIS**

In the last several years, staff has actively pursued and the City was awarded several Federal Transit Administration (FTA) grants to procure and install new bus stop furniture. While this purchase order includes only the purchase and delivery of new furniture, labor associated with the removal and installation of furniture as well as other associated construction activities, shall be awarded under a separate contract.

Funding in the amount of \$3,694,965 has been identified for this comprehensive, multi-phase project. Federal Transportation Administration (FTA) Section 5307 capital grant funds in the amount of \$2,955,972 have been awarded toward furnishings, construction, installation and associated bus stop improvement costs. Local match funds are identified from Metro Prop 1B Bridge funding in the amount of \$738,993. Sufficient funds were appropriated in Transportation capital account 20370300.732120 in the FY2020-21 budget for this phase of the project, and will be carried over into the next year for additional expenditure as required.

## **ATTACHMENTS**

1. 2020-10-26 - ATT Eclipse Model Shelter
2. 2020-10-26 - ATT Aero Model Shelter

## **MOTION**

That the City Council:

1. Approve an agreement with Brasco International, Inc. for the procurement of bus stop furniture

in an amount not-to-exceed \$1,120,922; and,

2. Authorize the Purchasing Officer to issue purchase orders during and under the terms of the Agreement, as determined by the Chief Transportation Officer; 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.