



City of Culver City

Mike Balkman Council
Chambers
9770 Culver Blvd.
Culver City, CA 90232

Staff Report

File #: 24-563, Version: 2

Item #: C-3.

CC - CONSENT ITEM: Approval of Amendment to Existing Professional Services Agreement with MGE Engineering in an Amount Not-to-Exceed \$162,977 for Final Engineering Design Services for Bridge Preventative Maintenance Program (BPMP) for Overland Avenue/ Ballona Creek, Duquesne Avenue/ Ballona Creek, and Washington Boulevard/ Ballona Creek, Federal Aid Project No. BPMPL 5240(037); (2) Authorization to the Public Works Director/City Engineer to Approve Amendment(s) to the Agreement in an Additional Amount Not-to-Exceed \$24,058 (15%) for Unexpected Costs; and (3) FOUR-FIFTHS VOTE REQUIREMENT: Approval of a Related Budget Amendment Appropriating \$137,443 in Federal Funds.

Meeting Date: January 22, 2024

Contact Person/Dept.: David Nauta/Public Works Department, Engineering Division

Phone Number: (310) 253-5606

Fiscal Impact: Yes ☒ No ☐ **General Fund:** Yes ☒ No ☐

Attachments: Yes ☐ No ☒

Public Notification: E-Mail via GovDelivery (01/17/2024): Meetings and Agendas - City Council (01/17/2024)

Department Approval: Yanni Demitri, Public Works Director/City Engineer (12/20/2023)

RECOMMENDATION

Staff recommends the City Council (1) approve an amendment to the existing professional services agreement with MGE Engineering in an amount not-to-exceed \$162,977 for final engineering design services for Bridge Preventative Maintenance Program (BPMP) for Overland Avenue/ Ballona Creek, Duquesne Avenue/ Ballona Creek, and Washington Boulevard/ Ballona Creek, Federal Aid Project No. BPMPL 5240(037); (2) authorize the Public Works Director/City Engineer to approve amendment (s) to the agreement in an additional amount not-to-exceed \$24,447 (15%) for unexpected costs; and (3) approval of a related budget amendment appropriating \$137,443 in federal funds (**requires a four-fifths vote**).

BACKGROUND

The City owns and maintains five vehicular bridges over the Ballona Creek Channel. These City bridges are listed on Caltrans National Bridge Inventory and are inspected on a biannual basis. The

latest inspection was performed by Caltrans in July 2021. The inspection noted that three of the five bridges required certain maintenance efforts: 1) Washington Boulevard over Ballona Creek, 2) Overland Avenue over Ballona Creek, and 3) Duquesne Avenue over Ballona Creek.

In November 2019, the City received approval from the California Department of Transportation for a project cost of \$261,000 with authorized federal funds in the amount of \$231,063 and a local match of \$29,937 for engineering design services for the three bridges requiring maintenance. In July 2022, a Request for Proposals (RFP) for design services was issued for the preliminary engineering phase, in which the City received 5 proposals. After ranking according to predetermined Caltrans guidelines, MGE Engineering, Inc. was selected based on their understanding of the bridge work to be done in Culver City and their experience with similar types of projects. Staff negotiated with MGE Engineering and determined that the total design cost would be \$362,297, an amount that was more than the initial expected project cost.

On February 15, 2023, Public Works Department sent a letter to the Department of Transportation requesting additional funds to cover the negotiated contract amount plus a 15% contingency.

On June 12, 2023, the City Council approved a Professional Services Agreement with MGE Engineering, Inc. for Preliminary Engineering Design Services with the intent to issue a Notice to Proceed for the preliminary design services only. Final design services were not taken to the City Council with a recommendation to award until Caltrans approved the additional federal funding. The decision to approve the first phase was to allow MGE Engineering to begin its work while Caltrans continued processing the request for additional funding.

On July 7, 2023, Caltrans authorized additional design funds for the BPMP project. The City received an updated E-76 form from Caltrans reflecting the approved increased project cost and federal funding.

DISCUSSION

The scope of work is broken down by MGE Engineering into two phases:

Preliminary Engineering (\$199,320):

- Field Investigation/ Testing: a thorough on-site bridge inspection to assess the condition at all three bridges to identify all the maintenance measures for complete remediation design for each bridge to bring its condition to an acceptable level by Caltrans and the Federal Highway Administration.
- Environmental/ Regulatory Permitting: review existing environmental information that applies to the proposed BPMP project to obtain CEQA and NEPA clearances; in addition, process regulatory permits with US Army Corps of Engineers, Regional Water Quality Control Board, and California Department of Fish & Wildlife.
- Preliminary Plans, Specifications and Estimates: Prepare (50%) design plans and estimates addressing the maintenance measures identified in field investigation and testing.

Final Design (\$162,977):

- Final Plans, Specifications and Estimates: After the City's review and comments of 50% of design plans and estimates, consultant shall finalize (100%) design bid documents, addressing all comments by the City. Upon approval of the plans and specifications, the consultant shall provide a

submittal package per City requirements.

MGE Engineering Inc. already has a Professional Services Agreement to do the Preliminary Engineering phase. With the approved funding from Caltrans, MGE Engineering can now be authorized to complete the Final Design Engineering phase once they complete the Preliminary Engineering phase.

FISCAL ANALYSIS

The proposed MGE Engineering design fee totals \$362,297. Previously, Caltrans approved the initial project cost of \$261,000, with a breakdown of \$231,063 of federal funds and \$29,937 local funds. The City previously approved a Professional Service Agreement with MGE Engineering Inc. in the amount of \$199,320 to begin work for preliminary design services only.

Now, the City has received Caltrans' approval for an additional \$155,250 in project costs. Caltrans has provided an additional \$137,443 of federal funds to cover the increased project cost. The appropriation of these federal funds requires a budget amendment (**four-fifths vote**). Final design services (\$162,977) can now be authorized and funded. The approved breakdown is a project cost of \$416,250 with a breakdown of \$368,506 of federal funds and \$47,744 of local funds. The Adopted Budget for Fiscal Year 2023-2024 includes sufficient funding in CIP No. PZ938 (Citywide Bridge Repairs) to cover the \$47,744 required local match.

Estimated expenditure:

Preliminary and Final design services:	\$362,297
<u>Contingency:</u>	<u>\$ 53,953</u>
Total estimated expenditure:	\$416,250

The Adopted Budget for Fiscal Year 2023-2024 contains funding for the preliminary design in CIP #PZ938 (Citywide Bridge Repairs).

Total Project Funds:

BPMP Grant: 423.80000.619800.PZ938	\$231,063.00
<u>City General Fund: 420.80000.730100.PZ938</u>	<u>\$121,430.70</u>
Total:	\$352,493.70
<u>Additional BPMP Grant: 423.80000.619800.PZ938</u>	<u>\$137,443.00</u>
Revised Total:	\$489,936.70

\$22,862.00 has already been encumbered from the City General Fund per the initial Professional Service Agreement. \$176,568.00 has already been encumbered from the BPMP Grant Fund per the initial Professional Service Agreement. If approved by Council, the amendment will be funded with BPMP Grant funds and local match in the proportion required by Caltrans.

ATTACHMENTS

None.

MOTIONS

That the City Council:

1. Approve an amendment to the professional services agreement with MGE Engineering in an amount not-to-exceed \$162,977 for final engineering design services for Bridge Preventative Maintenance Program (BPMP) for Overland Avenue/ Ballona Creek, Duquesne Avenue/ Ballona Creek, and Washington Boulevard/ Ballona Creek, Federal Aid Project No. BPMPL 5240(037);
2. Authorize the Public Works Director to approve amendment(s) to the agreement in an additional amount not-to-exceed \$24,058 to cover contingency costs (15%);
3. Approve a budget amendment appropriating \$137,443 in federal funds (**requires a fourth-fifths vote**);
4. Authorize the City Attorney to review/prepare the necessary documents; and
5. Authorize the City Manager to execute such documents on behalf of the City.