



City of Culver City

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Staff Report Details (With Text)

File #: 16-014 **Version:** 1 **Name:** Discuss RFP for Visioning Study
Type: Minute Order **Status:** Action Item
File created: 6/23/2016 **In control:** City Council Meeting Agenda
On agenda: 7/11/2016 **Final action:**
Title: CC - (1) Discussion of Proposed Request for Proposals (RFP) for Consultant Services to Conduct a Visioning Study for the Culver City Transit Oriented Development District; (2) If Desired, Authorize the Release of the RFP; and (3) Direction to City Manager as Deemed Appropriate.

Sponsors:

Indexes:

Code sections:

Attachments: 1. 16-7-11_ATT NO 1-RFP Consultant Services Visioning .pdf, 2. 16-7-11_ATT NO 2-TOD District Map.pdf

Date	Ver.	Action By	Action	Result
7/11/2016	1	City Council Meeting Agenda		

CC - (1) Discussion of Proposed Request for Proposals (RFP) for Consultant Services to Conduct a Visioning Study for the Culver City Transit Oriented Development District; (2) If Desired, Authorize the Release of the RFP; and (3) Direction to City Manager as Deemed Appropriate.

Meeting Date: July 11, 2016

Contact Person/Dept: Sol Blumenfeld

Phone Number: (310) 253-5700

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 (07/05/16)

Department Approval: Sol Blumenfeld, Community Development Director (06/30/16)

RECOMMENDATION

Staff recommends the City Council (1) discuss the proposed Request for Proposals (RFP) for consultant services to conduct a visioning study for the Culver City Transit Oriented Development (TOD) District; (2) if desired, authorize the release of the RFP; and (3) provide direction to City Manager as deemed appropriate.

BACKGROUND

On May 9, 2016, the City Council discussed options for conducting a visioning study for the TOD District (Study), which include the preparation of recommendations that can be used to inform the planning, design and operation of future TOD projects and identify area mobility improvements. Further, the City Council directed staff to prepare an RFP for consultant services to conduct the study, as an initial step in the process.

DISCUSSION

TOD District

The City has been engaged in planning and implementing a TOD District for approximately 10 years. It has identified potential redevelopment sites, assembled property, rezoned land to accommodate transit oriented development uses, obtained development rights on Los Angeles County Metropolitan Transit Authority right of way located within the District, established an elevated Culver City Expo Station, entitled several sites for transit oriented development, approved implementation agreements to develop the former Culver City Redevelopment Agency transit oriented development property now known as Ivy Station, implemented a TOD District Streetscape Plan, and improved streets within the District for bike lanes and sharrows to make the area walkable and bikeable.

The City's overall plan has been to create a higher density transit served neighborhood that provides new high quality housing, retail and employment opportunities to help improve regional mobility and air quality by reducing local reliance on the automobile. Many of the City's TOD District planning objectives have been realized.

Purpose of the Visioning Study

The intent of the Study is to build on the strengths of the TOD District, examine area mobility and circulation and plan for the next decade and beyond of transit oriented development by establishing a comprehensive and effective program of alternative transit to address first and last mile mobility needs.

Visioning Process

If the City Council approves the form of the proposed RFP, it will be released to qualified urban planning firms requesting proposals to conduct the Study and prepare recommendations for the TOD District. The recommendations should focus on issues of local mobility and area circulation and first/last mile transit improvements. The process for conducting the Study and bringing it to City Council for review is proposed to be completed over six months and involve significant public outreach with area stakeholders. The outcome of the Study will be the production of a list of effective design and development recommendations to inform the development of future transit oriented development projects and a list of realistic and cost effective area mobility improvements. Several community meetings and/or workshops will be conducted by the consultant, community concerns will be documented and addressed with the other Study elements. The Study will include a final report with mobility recommendations, illustrations, plans and a summary matrix of action items indicating

potential costs and the timing for implementation.

Scope of Services

The scope of service is proposed as follows:

1. Background Review & Goals and Objectives: Meet with City staff to discuss project goals and objectives and confirm the project schedule. Review relevant plans, policies and permits, including recently entitled transit oriented development projects; relevant sections of the General Plan, Zoning Code, Bicycle and Pedestrian Master Plan and TOD District Streetscape Plan; and provide research from other cities with transit oriented development districts that may help inform the Study.
2. Existing Conditions Analysis: Review and document existing traffic and circulation conditions in the TOD District and surrounding residential neighborhoods to get an understanding of the neighborhood context. Examine traffic speeds and volumes, accidents, school routes (including walking and driving routes), cut through traffic and traffic controls.
3. Community Engagement: Conduct community workshops and meetings to identify community concerns related to area traffic and circulation. A series of community meetings/workshops should be held to engage as many members of the community as possible. Additionally, other innovative online engagement tools should be developed for the project that would provide engagement opportunities for those who are less comfortable attending a meeting.
4. Identify & Prioritize Options: Identify specific traffic and circulation patterns of the TOD District developments (existing and proposed) and recommend a method for analyzing the cumulative traffic impacts of all future TOD District projects that may potentially develop within the study area boundaries based upon potential area build-out. Determine what holistic mitigation efforts are necessary to address the impacts. Identify potential innovative traffic control measures, potential mobility improvements, including Transportation Demand Management (TDM), transit improvements, such as a shuttle service and a method to implement them to address the Existing Conditions Analysis.

Identify the planning and legal parameters and mechanisms to address the identified impacts such as capital improvements, city or privately funded studies, ordinances, regulations, permit conditions and/or city plans and provide implementation recommendations.

5. Draft Implementing Visioning Summary Report: Prepare draft Visioning Summary Report with narrative and priority recommendations in matrix form for public presentation. Present the Visioning Summary Report to City Council.

Proposed Schedule

The Study is proposed to be completed in six months including six weeks to complete the proposal submittal and review process and six weeks of documentation preparation and hearings.

July 14, 2016

July 22, 2016

August 30, 2016

RFP Released

RFP Questions Due

RFP Submissions Due

September 1, 2016	Consultant Interviews
September 12, 2016	Consultant Selection and Contract Approval
September 19, 2016	Project Kick-off
September - November 2016	Community Engagement/Workshops
November - December 2016	Draft Document
January 2017	City Council Hearing / Review

Conclusions

The City has successfully promoted transit oriented development through establishment of a TOD District and related land planning and redevelopment activities. Staff recommends that the City Council authorize the release of the RFP in order to advance local mobility and circulation and first/last mile planning for the TOD area.

FISCAL IMPACT

There will be fiscal impacts related to conducting the Study. There will also be potential cost impacts for mobility related capital improvements that may be recommended in the Study. These costs will be identified upon receipt of the consultant proposals and review of the consultant's final report which will include a list of implementation action items. Those costs will be provided to City Council when staff returns to request approval of a contract with the recommended consultant.

ATTACHMENTS

1. Proposed RFP
2. Area Map

MOTIONS:

That the City Council:

1. Discuss the proposed Request for Proposals (RFP) for consultant services to conduct a visioning study of the TOD District;
2. Authorize the release of the RFP; and
3. Provide direction to City Manager as deemed appropriate.