



# City of Culver City

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

## Staff Report Details (With Text)

**File #:** 21-385      **Version:** 1      **Name:**  
**Type:** Minute Order      **Status:** Consent Agenda  
**File created:** 10/13/2020      **In control:** City Council Meeting Agenda  
**On agenda:** 10/26/2020      **Final action:**  
**Title:** CC - (1) Approval of an Agreement with Concept Consultant, Inc., as the Lowest Responsive and Resonsible Bidder, for the Removal of Existing Bus Stop Furniture and the Installation of New Bus Stop Furniture at Select Locations in the City in an Amount Not-to-Exceed \$472,716; and (2) Authorization to the Chief Transportation Officer to Approve Amendments to such Agreement in an Additional Amount of \$ 118,179 (25%) for Unexpected Costs.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 2020-10-26 - ATT Location of Work Sites

Date	Ver.	Action By	Action	Result
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**CC - (1) Approval of an Agreement with Concept Consultant, Inc., as the Lowest Responsive and Resonsible Bidder, for the Removal of Existing Bus Stop Furniture and the Installation of New Bus Stop Furniture at Select Locations in the City in an Amount Not-to-Exceed \$472,716; and (2) Authorization to the Chief Transportation Officer to Approve Amendments to such Agreement in an Additional Amount of \$ 118,179 (25%) for Unexpected Costs.**

**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 an agreement with Concept Consulting, Inc., as the lowest responsive and responsible bidder, for the removal of existing bus stop furniture and the

installation of new bus stop furniture at select locations in the City in an amount not-to-exceed \$472,716; and (2) authorize the Chief Transportation Officer to approve amendments to such agreement in an additional amount of \$118,179 (~25%) for unexpected costs.

## **BACKGROUND/DISCUSSION**

Culver CityBus' passenger amenities include 390 bus stops, 184 of which are located within Culver City limits and are owned, managed, and maintained by the City. Today, approximately 75% of the CityBus stops located within Culver City provide seating options and 75 are complete with shelters that provide shade and weather protection for the nearly 5 million unlinked passengers who use Culver CityBus service to travel to, through, and from Culver City annually. Much of the existing bus stop furniture in the City has been in place for approximately 18 years, and the majority of the furniture 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. These bus stops are located on Sepulveda Boulevard (including Westfield-Culver City Transit Center) and the downtown/Expo Culver City Station segments of Washington Boulevard and Culver Boulevard.

With 94 stops still with old furniture and the need to place furniture in other stops, the Transportation Department has secured federal funds to upgrade these bus stops over two additional phases. Phase II of the project identified up to 65 bus stops with furniture or needing furniture and can be done easily (no special drawings / plans). Staff then drafted a scope of work to complete at least 50 of these stops in a short time frame, listing multiple options to address any challenges that are needed. Those optional pricing will allow the department to correct any sidewalks, curbs, tree roots issues within the bus stop. Staff is working on Phase III and will issue out a new bid for those stops in Spring 2021 and construction in early 2022.

On September 10, 2020, staff published a Notice Inviting Bids for Phase II construction on the City's website and on PlanetBids. On October 8, 2020, bidding was completed by third party vendor, PlanetBids. Four contractors responded with the following bid amounts:

<b><u>CONTRACTOR</u></b>	<b><u>BID AMOUNT</u></b>
1. Concept Consultant	\$472,716.10
2. AP Construction	\$598,066.00
3. FS Contractors	\$677,690.00
4. CHI Construction	\$995,750.00

Staff reviewed the bid documents and determined Concept Consultant, Inc. submitted the lowest responsive total base bid. Its bid bond, contractor's license, and worker's compensation insurance were reviewed and determined to meet City requirements. Staff also determined that the bid was reasonable as it was within the Independent Cost Estimate created before the bid was issued. Concept Consultant, Inc. has successfully completed many similar projects in neighboring cities with satisfactory performance as confirmed through staff's reference check.

Construction is scheduled to commence in January 2021 and is expected to be substantially completed in June 2021. The Transportation Department is requesting a larger than normal contingency of 25% (versus 15%) to allow for flexibility to address unknown issues and to complete any additional stops that can be done within the same time frame.

Understanding that the Culver City community appreciates advanced notice of any changes, the Transportation Department is completing a communication plan to reach our local businesses, riders, and community members of the project. It is staff's intent to identify and notice stakeholders before the start of any construction.

## **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 contract includes labor associated with the removal and installation of furniture as well as other associated construction activities, the purchase and delivery of new furniture shall be awarded under a separate purchase order.

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 Location of Work Sites

## **MOTION**

That the City Council:

1. Approve an agreement with Concept Consultant, Inc. for the installation of new bus stop furniture in an amount not-to-exceed \$472,716;
2. Authorize the Chief Transportation Officer to approve amendments to such agreement in an additional amount of \$ 118,179 (25%) for unexpected costs;
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.