



# City of Culver City

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## Staff Report

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**CC - (1) Approval of an Agreement With West Valley Investment Group, Inc. for the Removal and Disposal of Existing Bus Stop Furniture and the Procurement and Installation of New Bus Stop Furniture at Select Locations in the City in an Amount Not-to-Exceed \$694,418.38; (2) Authorization to the Transportation Director to Approve Amendments to such Agreement in an Additional Amount of \$104,000 (15%) for Unexpected Costs; and (3) Authorization of a Release of a Request for Proposals (RFP) for Project Management/Procurement Consulting Services for Transit Capital Projects.**

**Meeting Date:** 09/12/16

**Contact Person/Dept:** Diana Chang/Transportation  
**Phone Number:** (310) 253-6566

**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 (09/07/16);

**Department Approval:** Art Ida, Transportation Director (08/31/16)

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### **RECOMMENDATION**

Staff recommends the City Council (1) approve an agreement with West Valley Investment Group, Inc. (West Valley) for the removal and disposal of existing bus stop furniture and the procurement and installation of new bus stop furniture at select locations in the City in an amount not-to-exceed \$694,418.38; (2) authorize the Transportation Director to approve amendments to such agreement in an additional amount of \$104,000 (~15%) for unexpected costs; and, (3) authorize the Transportation Director to release an RFP for project management/procurement consulting services for transit capital projects.

### **BACKGROUND/DISCUSSION**

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. Staff is looking 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. 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.

On December 14, 2015, the City Council authorized the Transportation Department to release a Request for Proposals (RFP No. 1589) for the removal and disposal of existing bus stop furniture and the procurement and installation of new bus stop furniture at select locations in the City along major transit arterials (such as Washington Boulevard and Sepulveda Boulevard) within the City. Due to factors such as costs, time constraint to expend the grant funds, and the need to standardize bus stop furniture to allow for maintenance cost savings and efficiency, the proposed project, as authorized by the City Council, will procure and install “off-the-shelf” bus stop furniture instead of going through a custom design and manufacturing process.

On January 29, 2016, staff released the RFP (No. 1589) for this project. On April 28, 2016, the City Clerk’s Office publicly opened the proposals. Six (6) firms (as listed below) submitted proposals.

1. Outfront/Decaux Street Furniture, LLC
2. SureTeck, Inc.
3. Fast-Track Construction Corporation
4. LNI Custom Manufacturing, Inc.
5. ND Construction Company

West Valley Investment Group, Inc.

Two of the six proposers, Outfront/Decaux Street Furniture, LLC and SureTeck, Inc, did not conform to the project’s scope of services and were eliminated from further consideration. A review panel reviewed the remaining four proposals based on the following scoring criteria:

1. Understanding of the Project Requirements & Project Management (5%)
2. Questions/Response to Scope of Services (5%)
3. Past Performance and References (5%)
4. Design Approach (50%)
5. Quality & Durability of Product (10%)
6. Ease of Installation & Mobility (5%)
7. Fees (20%)

After careful evaluation of the proposals, additional responses, and reference checks, staff determined that West Valley’s proposal and responses showed that they are the best qualified firm to implement the project.

West Valley’s responses indicated the knowledge and experience to successfully implement the project; West Valley has recently completed the Santa Monica Big Blue Bus Improvement Project to replace more than 200 shelters throughout the City of Santa Monica, and staff received positive feedback on West Valley through reference checks. West Valley’s responses demonstrated a thorough understanding of the project requirements and its proposed bus stop furniture comply with the City’s RFP specifications and furniture design style. Finally, West Valley provided a reasonable cost proposal.

Staff recommends the City Council approve an agreement with West Valley Investment Group, Inc.

and authorize the Transportation Director to approve amendments to such agreement in an additional amount not-to-exceed \$104,000 (15%) for unexpected costs.

Inspection services for this project will be performed by a consultant firm to be selected from the City's list of on-call engineering companies.

Images and renderings of the proposed new bus stop furniture are shown in Attachment A. The project will 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. The furniture will be silver/light gray in color to compliment and blend into the City's built environment, promote a timeless appearance, minimize user discomfort caused by heat from the sun, and reduce the cost of maintenance/cleaning. The roof of the shelter will be dark gray polycarbonate roof to block out UV rays while allowing filtered sunlight to pass through and to provide protection from rain.

As the Transportation Department currently has several FTA-grant-funded capital projects that require project management/FTA-grant-funded procurement consulting services, staff is also requesting the City Council's approval to release the RFP for the project management/procurement consulting services for other transit capital projects.

## **FISCAL ANALYSIS**

Funding in the amount of \$1,018,813 has been identified for this project. Federal Transportation Administration (FTA) Section 5307 capital grant funds in the amount of \$649,450 have been allocated for this project. Local match funds are identified from Metro Prop 1B Bridge funding in the amount of \$162,363. In addition, Metro is providing \$207,000 in funding toward replacement of furnishings at designated Rapid 6 bus stops on Sepulveda Boulevard. Sufficient funds were appropriated in Transportation capital account 20370300.732120 in the FY2015-16 budget, and will be carried over into the current year for expenditure.

## **ATTACHMENTS**

1. Images and Renderings of the New Bus Stop Furniture Shelter

## **MOTION**

That the City Council:

1. Approve an agreement with West Valley Investment Group, Inc. for the procurement and installation of new bus stop furniture in an amount not-to-exceed \$694,418.38;
2. Authorize the Transportation Director to approve amendments to such agreement in an additional amount of \$104,000.00 (15%) for unexpected costs;
3. Authorize the Transportation Director to release an RFP for the project management/procurement consulting services for other transit capital projects;

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.