



City of Culver City

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

Staff Report

File #: 16-917, **Version:** 1

Item #: C-3.

CC - (1) Approval of Professional Services Agreement with Alta Planning + Design for Engineering Design Services for La Ballona Elementary Safe Routes to School Project in an Amount Not-to-Exceed \$353,697; and (2) Authorization for the Public Works Director/City Engineer to Approve Amendment(s) to the Agreement in an Additional Amount Not-to-Exceed \$13,303.

Meeting Date: June 26, 2017

Contact Person/Dept: Eric Bruins/Public Works

Phone Number: (310) 253-5616

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 (06/21/17);

Department Approval: Charles D. Herbertson, Public Works Director/City Engineer (06/14/17)

RECOMMENDATION

Staff recommends the City Council (1) approve a professional services agreement with Alta Planning + Design for Engineering Design Services for La Ballona Elementary Safe Routes to School Project in an amount not-to-exceed \$353,697; and (2) authorize the Public Works Director/City Engineer to approve amendment(s) to the agreement in an additional amount not to exceed \$13,303.

BACKGROUND/DISCUSSION

In May 2015, the City Council authorized an application to the California Active Transportation Program (ATP) Cycle 2 for pedestrian and bicycle safety improvements in the vicinity of La Ballona Elementary School. The project includes safety improvements along Washington Blvd, Washington Place, Matteson Ave, Girard Ave, Tilden Ave, Elenda St, Huron Ave, Venice Blvd, and Culver Blvd. Typical improvements at these locations include corner curb extensions with directional ADA ramps, high-visibility crosswalks and advance stop bars, new controlled crosswalks with signals or beacons and median refuge islands, and new canopy street trees consistent with the City's Urban Forestry

Master Plan. The project also includes a two-way protected bike lane on Elenda from Culver to Washington, including intersection improvements at Culver Blvd, Marietta Ave, and Washington Blvd.

Project outreach was conducted in the spring of 2014 and again in 2015. This included parent surveys at La Ballona Elementary School and multiple community meetings. These meetings were advertised to the school community and surrounding residents and business owners.

A Request for Proposals (RFP) was issued on March 27, 2017 and responses were due on April 27th. Five proposals were received, of which four were selected for an interview. A committee of three Public Works staff interviewed the four teams. Staff recommends hiring Alta Planning + Design to provide engineering services due to their extensive outreach capability, strong technical expertise with innovative design concepts, and familiarity with and previous experience in Culver City.

To comply with grant funding deadlines, design must be completed by March 2018 so that allocation for construction can occur before the end of FY 2017/18. The BPAC will serve as the primary citizen advisory group for this process. Due to the time that has passed since the spring 2015 outreach, additional public workshops will be conducted this fall to review the proposed project.

FISCAL ANALYSIS

The ATP grant award is \$2,772,000, of which \$267,000 is allocated for the engineering phase. The City Council included \$100,000 in the FY 2015-16 Capital Improvement Program (CIP) as a local match for this phase. The total project budget is \$2,872,000. The recommended proposal is less than the amount budgeted for this work, so there is no additional financial impact.

Staff requested revisions to Alta's original budget in order to provide adequate resources to priority tasks. Alta's proposed budget for the scope of work is \$353,697. Staff will retain the difference between this and the budgeted amount as contingency for unforeseen expenses during the design process.

ATTACHMENTS

1. Alta Proposal
2. Alta Revised Budget

MOTION

That the City Council:

1. Approve a professional services agreement with Alta Planning + Design for Engineering Design Services for La Ballona Elementary Safe Routes to School Project in an amount not to exceed \$353,697; and
2. Authorize the Public Works Director to approve amendment(s) to the agreement in an additional amount not to exceed \$13,303; 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.