



City of Culver City

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Staff Report

File #: 19-1220, Version: 1

Item #: C-7.

CC - (1) Approval of an Amendment to the Existing Professional Services Agreement with Fehr & Peers to Prepare a Travel Demand Forecast Model and Provide Implementation Services Consistent with Senate Bill 743 in an Additional Amount Not-To-Exceed \$137,290; and (2) Approval of a Related Budget Amendment (Requires a Four-Fifths Vote).

Meeting Date: May 13, 2018

Contact Person/Dept: Ashley Hefner/CDD

Phone Number: (310) 253-5744

Fiscal Impact: Yes ☒ No ☐

General Fund: Yes ☒ No ☐

Public Hearing: ☐ **Action Item:** ☒ **Attachments:** ☒

Commission Action Required: Yes ☐ No ☒ **Date:** N/A

Public Notification: (E-Mail) Meetings and Agendas - City Council (05/08/19)

Department Approval: Sol Blumenfeld, Community Development Director (05/01/19)

RECOMMENDATION

Staff recommends the City Council (1) approve an amendment to the existing Professional Services Agreement with Fehr & Peers to Prepare a Travel Demand Forecast Model (TDFM) and provide implementation services consistent with Senate Bill (SB) 743 in an additional amount not-to-exceed \$137,290; and (2) approve a related budget amendment (**requires a four-fifths vote**).

BACKGROUND

- **July 9, 2018:** The City Council approved a professional services agreement with Fehr & Peers to prepare a TDFM and provide implementation services in an amount not-to-exceed \$479,700.
- **October 8, 2018:** The City Council approved the first amendment to the professional services agreement with Fehr & Peers to include the collection of district/land use-specific trip generation rates for \$49,720, totaling \$529,420.

- **January 28, 2019:** The City Council approved a professional services agreement with Raimi + Associates to provide General Plan Update (GPU) Services in an amount not-to-exceed \$2,164,835 (including a 10% contingency, extra cultural arts tasks, and a greenhouse gas inventory).
- **March 5, 2019:** A First Amendment to the Agreement was administratively approved to modify the initial scope of work. No changes to budget were made at this time.
- **April 22, 2019:** A Second Amendment to the Agreement was administratively approved to include provisions relating to Fehr & Peers' use of California State Employment Development Department confidential data in the preparation of City's TDFM.

DISCUSSION

From February through May 2019, staff and Raimi + Associates negotiated the final terms for the GPU Services contract. During the negotiations, it was noted that modeling and analysis of the GPU traffic impacts were missing from the scope of services. These project tasks are required to evaluate the potential traffic impacts that may be generated with adoption of the GPU to comply with the California Environmental Quality Act and SB 743.

Raimi + Associates had assumed that Fehr & Peers would be providing these services under the separate TDFM contract. Attachment 1 is the scope for the existing TDFM contract and Attachment 3 is the additional scope required to address the missing tasks.

As a result, a Third Amendment to the existing professional services agreement is necessary to modify the scope and increase the project budget.

FISCAL ANALYSIS

The approved budget (Attachment 2) with Fehr & Peers to prepare the TDFM and provide SB 743 implementation services is \$529,420, which includes the first amendment amount of \$49,720. To address the missing tasks, staff is requesting an additional not-to-exceed amount of \$137,290 (Attachment 4) which will be added to account 10150400.619800, for a total budget amount of \$666,710. This requires a budget amendment from General Fund reserves to be approved by four-fifths vote of the City Council.

ATTACHMENTS

1. Approved TDFM scope of services
2. Approved TDFM budget
3. Additional TDFM scope of services
4. Additional TDFM budget

MOTION

That the City Council:

1. Approve an amendment to the existing Professional Services Agreement with Fehr & Peers to Prepare a Travel Demand Forecast Model (TDFM) and provide implementation services consistent with Senate Bill 743 in an additional amount not-to-exceed \$137,290; and
2. Approve of a related budget amendment (**requires a four-fifths vote**); 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.