



City of Culver City

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Staff Report

File #: 20-474, **Version:** 1

Item #: C-5.

CC - Authorization to Release a Request for Proposals (RFP) for the Development of the Culver City Local Road Safety Plan

Meeting Date: November 18, 2019

Contact Person/Dept: Heba El-Guindy/Public Works Department

Phone Number: (310) 253-5628

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 (11/13/19)

Department Approval: Charles D. Herbertson, PW Director/City Engineer (11/05/19)

RECOMMENDATION

Staff recommends the City Council authorize the release of a Request For Proposals (RFP) for the development of the Culver City Local Road Safety Plan.

BACKGROUND/DISCUSSION

The City's Public Works Department is in receipt of a state grant for the development of a Local Road Safety Plan (LRSP). Development of the Safety Plan will support the City's future efforts in pursuing State and Federal grant funds especially under the Federal Highway Safety Improvement Program (HSIP) with Cycle 10 applications due in August 2020.

As part of the City's efforts to work towards Vision Zero objectives, comprehensive analysis of collision data for the past five years is expected to be completed by the end of December 2019. This is in time to serve as basis to this Local Road Safety Plan development. It is expected that safety measures developed under the plan will incorporate the various "Es" (Engineering, Education, Encouragement, Enforcement, Emerging Technologies, and Evaluation) and will be data based and customized to the City of Culver City.

The proposed RFP (Attachment 1) is seeking proposals from qualified consulting firms that can undertake the project management, existing conditions assessment, and development of safety measures in the aforementioned areas to safely and equitably serve multi-modal mobility within the City.

FISCAL ANALYSIS

There is no financial impact with the release of the RFP. The RFP is scheduled for release on November 21, 2019 with proposals due on December 19, 2019. Staff anticipates returning to City Council in January 2020 for Council consideration and approval of a professional services agreement with a recommended firm, at which time staff will provide detailed cost estimates of the different project tasks.

It should be noted that this project is currently funded by a grant (grant account # 423 in the amount of \$72,000 - Capital improvement budget account #PS015). The local match of \$8,000 is currently planned to be funded out of Capital Improvement/Acquisition Fund #420. If needed, additional funding sources can be through mitigation funds and a budget amendment will be requested at time of contract award in January 2020.

ATTACHMENT

1. 2019-11-18_ATT - RFP #2010

MOTION

Authorize the release of a Request for Proposals for the development of the Culver City Local Road Safety Plan.