



# City of Culver City

Mike Balkman  
Council Chambers  
9770 Culver Blvd.  
Culver City, CA 90232  
(310) 253-5851

## Staff Report

---

**File #:** 20-607, **Version:** 1

**Item #:** C-4.

---

### **CC - Approval of a Professional Services Agreement with TJKM for the Development of the Culver City Local Road Safety Plan**

**Meeting Date:** January 13, 2020

**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:** ☒

**Council Action Required:** Yes ☒ No ☐ **Date:** 01/13/20

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (01/08/20)

**Department Approval:** Charles D. Herbertson, PW Director/City Engineer (12/24/19)

---

### **RECOMMENDATION**

Staff recommends the City Council approve a professional services agreement with TJKM 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 Roadway Safety Plan (LRSP). Development of the LRSP will support the City's future efforts in pursuing State and Federal grant funds, especially under the Federal Highway Safety Improvement Program (HSIP), which next round of applications is expected to be due in July/August of 2020.

As part of the City's efforts to work towards Vision Zero objectives in development of the Bicycle & Pedestrian Action Plan, comprehensive analysis of collision data for the past five years is near completion and will serve as basis for LRSP development. It is expected that safety measures included in the LRSP will be developed pursuant to the five "Es" of Engineering, Education, Encouragement, Enforcement, and Evaluation, and will be based on data customized to the City of Culver City.

On November 18, 2019 City Council authorized staff to release a Request for Proposals (RFP) for development of the LRSP. The RFP sought proposals from qualified consulting firms that can undertake the project management, existing conditions assessment, and development of safety measures in the five aforementioned areas to safely and equitably serve multi-modal mobility within the City. The City's Public Works Department received eight proposals by the deadline of December 19, 2019. The proposals received are from the firms listed below along with associated fees.

<b>Consulting Firm</b>	<b>Fee</b>
KOA	\$84,138 + \$2,523 for each optional hearing
Toole Design	\$84,072 + optional hearings
Kimley Horn	\$79,733 including two hearings
Wildan	\$67,286 including two hearings
Nelson Nygard	\$105,489 + \$23,342 for two hearings and outreach
Fehr & Peers	\$79,771 including two hearings
TJKM	\$65,923 + optional hearings
Interwest Consulting Group	\$107,420 + optional hearings

Based on a review of the project's scope, schedule and budget contained in each of the eight submitted proposals, staff recommends awarding the project to TJKM.

### **FISCAL ANALYSIS**

This project is funded primarily by a grant and is budgeted in account #423.800000.730100 (CIP Project # PS015) in the amount of \$72,000. There is an associated local match of \$8,000 that is budgeted in account # 420.800000.730100.

### **ATTACHMENTS**

1. 2020-01-13\_ATT - Work Scope, Schedule and Budget submitted by TJKM
2. 2020-01-13\_ATT - Follow-up E-mail Confirmation of Certain Project Tasks

### **MOTION**

That the City Council:

1. Approve a professional services agreement with TJKM for the development of the Culver City Local Road Safety Plan; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,

3. Authorize the City Manager to execute such documents on behalf of the City.