



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Beeline Maintenance Facility Bus Electrification and Parking Deck Design and Management/Owner Representative Services for the Parking Deck and Electrification Infrastructure, Award of Professional Services Agreements

- 1) Motion authorizing the City Manager or his designee to execute a Professional Services Agreement with Stantec Architecture Inc., for the Beeline Maintenance Facility Bus Electrification and Parking Deck Design for \$1,350,000.
- 2) Motion authorizing the City Manager or his designee to execute a Professional Services Agreement with The LeFlore Group, LLC for Project Management/Owner Representative Services for the Glendale Beeline Bus Maintenance Facility Parking Deck and Electrification Infrastructure for \$399,862.
- 3) Resolution of appropriation for \$1,399,862 for the agreements

COUNCIL ACTION

Item Type: Action Item

Approved for November 7, 2023 **calendar**

EXECUTIVE SUMMARY

To begin the transition to a battery-electric Beeline Transit fleet, the City of Glendale received and accepted the Transit and Intercity Rail Capital Program (TIRCP) grant funds to electrify the Beeline transit fleet including designing and constructing a parking deck with a photovoltaic canopy and installing electrification infrastructure. The Request for Proposals process was completed for the design of the Beeline Maintenance Facility Bus Electrification and Parking Deck and Stantec Architecture, Inc. (Stantec) was selected for the work. The total amount of this proposed Professional Services Agreement (PSA) is \$1,350,000. Additionally, a project manager and owner's representative is needed to manage the design and construction of the parking deck and electrification infrastructure. Following State of California competitive process, The LeFlore Group, LLC (TLG) was selected for this work. The total amount of this proposed PSA is \$399,862. A resolution of appropriation of \$1,399,862 total from the Grant CIP Fund and Measure R Local Return Fund is needed to fully fund the agreements.

RECOMMENDATION

Approve the motions authorizing the execution of PSAs for the Beeline Maintenance Facility Bus Electrification and Parking Deck Design with Stantec for \$1,350,000 and for Project Management/Owner Representative Services for the Glendale Beeline Bus Maintenance Facility Parking Deck and Electrification Infrastructure with TLG for \$399,862. Also approve a resolution of appropriation of \$1,399,862 from the Grant CIP Fund and Measure R Local Return Fund to cover the cost of the proposed work.

BACKGROUND

In February 2022 CALSTART completed the “Transit Fleet Electrification Feasibility Study for the Arroyo Verdugo Region Transit Operators.” The study determined the City of Glendale’s Beeline fixed-route bus service can convert to battery electric as the current batteries can provide sufficient range to operate all but one Beeline route on single charge. The study also found the Beeline Bus Maintenance facility size was insufficient to install the electrification infrastructure. Glendale would need to build a parking deck above the existing bus parking to provide additional space for the electrification infrastructure to convert to battery-electric buses.

Public Works staff submitted an application to CalSTA’s TIRCP program to electrify the Beeline transit fleet including: purchasing battery electric buses and chargers, designing and constructing a parking deck with a photovoltaic canopy, installing electrification infrastructure, installing shelter and shade structures and e-ink real time bus arrival information at bus stops, installing bus technologies on Beeline buses including Cal-ITP’s contactless fare payment readers, funding an integration study to better connect Beeline services with the new BRT service, Metro and Metrolink/Amtrak services, and BurbankBus, and creating a climate mobility and safety app to encourage transit ridership.

On September 20, 2022, the City Council approved the acceptance of the TIRCP award of \$33.1 million to electrify the Beeline transit fleet including the design and construction of a parking deck with a photovoltaic canopy and the installation of electrification infrastructure to power the Beeline battery-electric buses.

Public Works staff requested a TIRCP funding allocation for the Design of the Parking Deck and Project Management services that will both be provided from the design through the construction and commissioning of the parking deck.

The procurement followed the Federal Transit Administration (FTA) and the State of California for Architecture and Engineering services that first rates firms on their technical qualifications. Staff then opens the cost proposal of the highest qualified firm and negotiates the price. If an agreement cannot be reached with the first firm, the next highest ranked firm’s cost proposal is opened, and the negotiations proceed.

ANALYSIS

The Beeline Maintenance Facility Bus Electrification and Parking Deck Request for Proposal was released on April 27, 2023. On June 7, 2023, two proposals were received

that contained two sealed envelopes (Technical Proposal and Cost Proposal) each.

An evaluation team of staff from Public Works, and Glendale Water and Power reviewed and scored the technical proposals based on the evaluation criteria provided in the RFP that included experience with similar projects, work plan, key personnel qualifications, references and proposer responsiveness.

Based on the scores of the Technical Proposals, Stantec was the top ranked firm. Stantec's qualifications and experience with bus transit electrification projects including designing the current Beeline Bus Maintenance facility allowed them to score above the other proposer.

Stantec's submitted a cost proposal of \$1,846,442.77 for the design of the parking deck, cost estimate and construction support. Public Works staff along with a consultant, LeFlore Group negotiated the cost down to \$1,350,000 while maintaining the scope of work. Thirteen project cost categories were examined, and cost savings were identified in multiple areas such as decreasing staff hours for construction management and aligning the subcontractor's cost to match the City's requirements lowered the cost estimate. This is a 6.4% increase from the engineer's estimate of \$1,268,750, however, staff believes this is the best value given the continued inflationary pressures as well as the specialized nature of designing transit electrification facilities, which add cost to a typical parking deck design.

Funding for the Parking Deck design is comprised of \$350,000 in existing appropriation from Measure R Local Return and a new requested appropriation of \$750,000 in TIRCP grant funding and \$250,000 in new Measure R Local Return funding.

The city also has the need to secure the services of a project manager and owner's representative to manage the design and construction of the parking deck and the electrification infrastructure project, protect the city's interests, and assure project compliance with State and Federal Transit Administration (FTA). The State of California has competitively bid project management services and has published the California Multiple Award Schedule (CMAS). CMAS is a process with which the State of California Contract Scheduling selects vendors and consultants through a fair, reasonable, and competitive process. The services for these consultants and vendors are available for State and local agencies.

TLG is an approved consultant with an awarded contract through the CMAS competitive consultant selection/bidding process. Upon review of the electrification project, TLG identified appropriate levels of project management and owner's representative services at a rate of \$143.68 per hour which is less than the CMAS rate for TLG's project management/Senior Consultant/Technical expert services of \$161.05. In addition, TLG is a certified Disadvantage Business Enterprise (DBE) and Small Business Enterprise (SBE).

TLG has performed as Project Manager for similar FTA and State funded transit facility projects and are familiar with regulations and requirements. Most recently, TLG was the city Project Manager for the construction of the Beeline Maintenance Facility. TLG will use its expertise gained on this prior project to navigate the design and construction of the parking deck and implementation of charging infrastructure. City staff were pleased with TLG’s Project Management services on the Beeline Maintenance Facility project.

TLG will manage the design and construction of the parking deck, canopies and charging infrastructure. This project will proceed in stages and include Project Management and Monitoring services, Procurement and Solicitation, Contract Administration, Grant Administration, and Project Closeout. It is estimated the Project Management services will require 2,783 hours and will be completed in 36 months.

An appropriation of Measure R Local Return in the amount of \$399,862 is needed to cover the costs of the PSA. The City of Glendale was awarded \$4,930,194 in Metro Zero Emission Vehicle (ZEV) Call for Projects funding that will reimburse 80% of the cost of Project Management/Owner’s Representative. Grant reimbursement will be deposited back to Measure R Local Return. Metro’s ZEV grant agreement will be signed shortly and allows for projects that have already begun.

STAKEHOLDERS/OUTREACH

Outreach for this project will encompass a wide range of stakeholders, both internal and external. Internal stakeholders will include, but not be limited to, various Public Works Department, Glendale Water and Power, and the Fire Department. External stakeholders will involve agencies such as METRO, Caltrans, and Metrolink.

FISCAL IMPACT

The Beeline Maintenance Facility Bus Electrification and Parking Deck Design PSA will cost \$1,350,000 and the Project Management/Owner Representative Services for the Parking Deck and Electrification Infrastructure PSA will cost \$399,862 for a grand total of \$1,749,862, a portion of which was included in the FY 2023-24 budget. Therefore, staff is requesting for an appropriation of \$1,399,862 from the CIP Grant Fund and Measure R Local Return fund balance. The appropriation request is outlined below:

Existing Appropriation			
Amount	Account String		Funding Source
\$ 350,000	GL: 52100-2540-PWD-0020-P0000- PL: PWD00833AN		Measure R Local Return Fund
Requesting Appropriation			
Amount	From (Account String)	To (Account String)	Funding Source
\$ 750,000	GL: 25300-4090-000-0000	GL: 52100-4090-PWD-0020-P0000	CIP Grant Fund

		PL: PWD00833BG	
\$ 649,862	GL: 24212-2540-PWD-0000	GL: 52100-2540-PWD-0020-P0000 PL: PWD00833AN	Measure R Local Return Fund

ENVIRONMENTAL REVIEW (CEQA/NEPA)

The Project is categorically exempt from environmental review because of CEQA Guidelines §§ 15306, as it consists of Project Management services which will not result in a serious or major disturbance to an environmental resource.

CAMPAIGN DISCLOSURE

The names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than 10 percent interest in the company proposed for contract in this Agenda Item Report are below for LFG and attached in Exhibit 1 for Stantec and in accordance with the City Campaign Finance Ordinance No.5744.

Officers of The LeFlore Group, LLC:

Full Name	Title	Business Address	City	State	Zip Code
Rudolphus LeFlore	CEO/President	8015 Ocean View Ave.	Whittier	CA	90602

ALTERNATIVES

Alternative 1: Authorize execution of PSAs with Stantec for Beeline Maintenance Facility Bus Electrification and Parking Deck Design in the amount of \$1,350,000 and with TLG for Project Management/Owner Representative Services for the Glendale Beeline Bus Maintenance Facility Parking Deck and Electrification Infrastructure in the amount of \$399,862 and a resolution of appropriation to fund both agreements.

Alternative 2: Elect not to award the PSAs as recommended herein. This will delay the transition to battery-electric buses.

Alternative 3: The City Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Prepared by:

Martha D'Andrea, Transit Manager

Approved by:
Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

Exhibit 1 – Campaign Finance Disclosure