



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Slow Streets Program - Installation and Maintenance

1. Resolution to dispense with the bidding procedures set forth in Glendale Municipal Code Section 4.12.010(A)(1) and authorize the Deputy Director of Finance-Purchasing to solicit competitive bids and execute a contract pursuant to Glendale Municipal Code Section 4.12.010(A)(3) for the Slow Streets Program – Installations and Maintenance.

COUNCIL ACTION

Item Type: Action Item

Approved for September 14, 2021 **calendar**

ADMINISTRATIVE ACTION

Submitted by:

Yazdan T. Emrani, P.E., Director of Public Works

Prepared by:

Pastor Casanova, T.E., Principal Traffic Engineer

Reviewed by:

Edward G. Hitti, P.E., Assistant Director of Public Works/City Engineer

Philip Lanzafame, Director of Community Development

Michele Flynn, Director of Finance

Michael J. Garcia, City Attorney

Approved by:

Roubik R. Golanian, P.E., City Manager

RECOMMENDATION

Staff respectfully recommends that the City Council approve the Resolution to dispense with the bidding procedures set forth in Glendale Municipal Code Section 4.12.010(A)(1) and authorize the Deputy Director of Finance-Purchasing to solicit competitive bids and execute a contract pursuant to GMC Section 4.12.010(A)(3) for the Slow Streets Program – Installations and Maintenance.

BACKGROUND/ANALYSIS

As their April 6, 2021 meeting, City Council provided direction to move forward with a permanent Slow Street Sign Program and particularly favored the street, center-placed sign installations.

Staff has prepared project specifications that include:

- Replacement of 300 existing temporary Slow Street Program signs with permanent sign assemblies;
- Citywide inspections of the new sign assemblies;
- Installation of new signs for approved applications; and
- Potential repair, replacement, maintenance and/or installation of up to 100 sign assemblies at new locations.

The proposed project will replace the existing sign assemblies that were originally installed on temporary A-frame barricades with permanent center-placed signs on streets that are 36 feet wide or greater. The center-placed Signs will be mounted on flexible traffic delineator posts, with bases that are permanently affixed to the pavement using a combination of lag bolts/anchors and epoxy. The upper portion of the traffic delineator post will be replaceable, without having to replace the permanently affixed base, thus, reducing maintenance costs.

For streets that are less than 36 feet wide, Public Works recommends installing the Slow Streets signs within the parkway on existing street light poles, existing sign posts, or new sign posts. These signs would include the same design as the street mounted installation, only larger. It would include the same color contrast, as well as reflectivity and would be mounted to the poles and/or posts at a height to ensure safety and visibility.

Maintenance of the Slow Streets Program signs and posts for the initial months, up to one year, will also be included in the proposed project. It is anticipated that maintenance demand will be greater during the first few weeks that the permanent signs are in place. As such, the proposed procurement will include Citywide maintenance inspections of the new sign installations on a weekly basis for the first two months, and will then transition to monthly inspections for ten months. The maintenance program will include Citywide maintenance inspections, and as-needed repairs and replacements during the first year of the permanent Slow Streets Program.

As the permanent program rolls out, new applications submitted by the community will be evaluated and authorized based on the evaluation criterion. Staff has implemented

review criterion that is in-line with the City Neighborhood Traffic Calming Program and will consider implementing new slow street signs on Local, Neighborhood Collector and Community Collector streets that have demonstrated systemic speeding and incidents. Staff will track the installations on a virtual Citywide map for equitable distribution of resources across the City. The proposed project will allow for repair, replacement and/or installation of up to 100 additional sign assemblies beyond the initial replacement of 300 temporary signs.

Bidding the services under the codified, formal bidding process required by GMC Section 4.12.010(A)(1) would require developing a plan and specification and then going through a full bidding process, which would take up to four months. This timeline is problematic because the temporary signs have already deteriorated to the point of needing urgent replacement. Alternatively, the Purchasing Administrator's competitive bid process under GMC Section 4.12.010(A)(3) will provide the required services in a shorter time frame. The Glendale City Charter, Article VI, Section 9 provides an exemption to the competitive bidding procedures of GMC Section 4.12.010(A)(1) where the Council determines it is in the best interest of the City.

Due to the non-technical nature of this project and the shorter bidding process desired, staff requests Council's authorization to dispense with the procedures of GMC Section 4.12.010(A)(1) in favor of those pursuant to GMC Section 4.12.010(A)(3).

FISCAL IMPACT

The estimated cost of the Slow Streets Program – Installations and Maintenance project is \$140,000 and includes \$75,000 for initial installations, \$35,000 for maintenance, and \$30,000 for future installations. Staff has identified funding through Measure M and Transportation Demand Act Article 3 (TDA). A total of \$140,000 is budgeted in the Slow Streets Project: PWD00594AN, GL: Measure M Local Return Discretionary OE, Contractual Services account: 43110-2220-PWD-0020-P0000-T0000-F0000-0000-0000 for deployment of the Slow Streets Program contract.

Future installations and maintenance of the Slow Streets Program after completion of the contract will be transitioned to the Department of Public Works. Replenishment funding to accommodate additional installations and maintenance of the Slow Streets Program will be incorporated into the annual budget process for FY 22-23 and beyond, if required.

ALTERNATIVES

Alternative 1: Approve the attached Resolution. This will dispense with the bidding procedures of GMC Section 4.12.010(A)(1) and authorize the Deputy Director of Finance-Purchasing to solicit competitive bids and execute a contract pursuant to procedures in GMC Section 4.12.010(A)(3).

Alternative 2: Do not approve the attached Motion and Resolution. In this case, Public Works staff would complete a competitive bid process through the City Clerk's

office, pursuant to GMC Section 4.12.010(A)(1) that would take approximately 3 to 4 months.

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

EXHIBITS

None.