



*Mayor Sylvia Ballin • Mayor Pro Tem Robert C. Gonzales
Councilmember Jesse H. Avila • Councilmember Joel Fajardo • Councilmember Antonio Lopez
City Manager Brian Saeki*

SAN FERNANDO CITY COUNCIL
SPECIAL MEETING NOTICE & AGENDA
SEPTEMBER 2, 2014 – 5:00 PM
COMMUNITY MEETING ROOM
117 MACNEIL STREET
SAN FERNANDO, CA 91340

NOTICE IS HEREBY GIVEN that the San Fernando City Council will hold a Special Meeting on **Tuesday, September 2, 2014, at 5:00 p.m.**, in the Community Meeting Room, located at 117 Macneil Street, San Fernando, California.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

Mayor Sylvia Ballin

APPROVAL OF AGENDA

PUBLIC STATEMENTS – WRITTEN/ORAL

There will be a three (3) minute limitation per each member of the audience who wishes to make comments in order to provide a full opportunity to every person who desires to address the City Council. Only matters contained in this notice may be considered.

ADMINISTRATIVE REPORTS

1) SAFE ROUTES TO SCHOOL PROJECTS UPDATE

Recommend that the City Council approve the proposed Safe Routes to School grant changes to project budgets and concepts, and authorize staff to present said changes to Caltrans for review and approval.



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RECESS TO CLOSED SESSION

A) CONFERENCE WITH LABOR NEGOTIATOR (G.C. §54957.6)

Designated City Negotiator: Brian Saeki, City Manager

Employees and Employee Bargaining Units that are the Subject of Negotiation:

San Fernando Management Group (SEIU, Local 721)

San Fernando Public Employees' Association (SEIU, Local 721)

San Fernando Police Officers Association

San Fernando Police Officers Association Police Management Unit

San Fernando Police Civilian Association (SEIU, Local 721)

San Fernando Part-time Employees' Bargaining Unit (SEIU, Local 721)

All Unrepresented Employees

RECONVENE/REPORT OUT FROM CLOSED SESSION

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 24 hours prior to the meeting.

Elena G. Chávez, City Clerk

Signed and Posted: August 28, 2014 (12:00 p.m.)

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet Web site (www.sfcity.org). These are also available for public reviewing prior to a meeting in the City Clerk's Office. Any public writings distributed by the City Council to at least a majority of the Councilmembers regarding any item on this regular meeting agenda will also be made available at the City Clerk's Office at City Hall located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's Web Site at www.sfcity.org. In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the City Clerk's Office at (818) 898-1204 at least 48 hours prior to the meeting.

Special Meeting

San Fernando City Council

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PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Mayor Sylvia Ballin and Councilmembers

FROM: Brian Saeki, City Manager
By: Marlene Miyoshi, Interim Public Works Director
Patsy Orozco, Civil Engineering Assistant II

DATE: September 2, 2014

SUBJECT: Safe Routes to School Projects Update

RECOMMENDATION:

It is recommended that the City Council approve the proposed Safe Routes to School grant changes to project budgets (Attachment “A”) and concepts (Attachment “B”), and authorize staff to present said changes to Caltrans for review and approval.

BACKGROUND:

1. In November 2007, the City was awarded a grant for the Federal Cycle 1 Safe Routes to School (SRTS) Program, based on its grant application. The City was awarded \$994,126 of Federal funds with no local match requirement. However, the City’s grant application identified a commitment of \$185,369 of local funds for a total project of \$1,179,495.
2. In 2008, the City was awarded a grant for the State Cycle 7 Safe Routes to School (SR2S) Program, based on its grant application. The City was awarded \$860,531 of State funds with a local match requirement of \$96,965, for a total project budget of \$957,496.
3. In February 2009, the City was again awarded a Federal grant, based on its grant application for the Federal Cycle 2 SRTS Program. The City was awarded \$999,850 of Federal funds for this project with no local match requirement. No local funds were committed in this project.
4. In May 2012, City staff presented project concepts for City Council review and approval for the State Cycle 7 SR2S Project. City Council approved revised project concepts and staff subsequently requested Caltrans approval of a change in the grant scope of work.
5. In October 2012, Caltrans approved a reduced scope of work and a corresponding reduced grant amount for the City’s State Cycle 7 SR2S Project. The State reduced the grant from \$860,531 to \$595,674 and the local match requirement from \$96,965 to \$66,186. This grant deadline is June 30, 2016. (The Federal grants have no set deadline.)

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6. City staff and consultant subsequently applied the City Council approved Cycle 7 SR2S project approach to the other two Federal projects and prepared bid documents for all three projects. However, staff did not proceed with the competitive bid process.
7. On July 15, 2013, staff presented project concepts for all three projects to the City Council for re-consideration and further direction. City Council requested the agenda item be re-scheduled for further discussion.
8. On September 3, 2013, City Council continued the discussion. The City Council strongly expressed concerns about the proposed construction of additional bulb-outs throughout more City streets. No formal action was taken. The projects have since been on hold.

ANALYSIS:

The Safe Routes to School Programs are focused on increasing the number of children who walk or bicycle to school, by funding projects that remove the barriers that prevent them from doing so. Those barriers include: lack of infrastructure, unsafe infrastructure, and lack of educational programs that promote walking and bicycling.

There are two separate Safe Routes to School Programs, both administered by Caltrans: the State program is referred to as SR2S and the Federal program is referred to as SRTS. Both programs are intended to achieve the same goal of increasing the number of children walking and bicycling to school by making the infrastructure safer. The City was awarded grants in both programs.

Grant Issues and Problems

The previous City Council approved a project concept for the State Cycle 7 grant and staff applied the same approach to the other two Federal grants. As mentioned above, staff and consultant also prepared bid documents for the projects but did not proceed with the competitive bid process. The current analysis has identified significant problems with the previous proposed scope of work and the bid documents:

1. The engineer's estimate for the Federal Cycle 1 grant was inaccurate. Staff conducted a peer review and found the scope of work to be approximately \$1.1 million higher than the original engineer's estimate.
2. The proposed scope of work for the State Cycle 7 grant and the Federal Cycle 2 grant were overlapping and duplicated work. The analysis also found that work in many of the intersections was split between the two grants.
3. City local match funds committed in the grant applications totaled over \$250,000, but only \$66,186 was programmed in the City budget.
4. The bid documents included project descriptions that did not match the bid schedules. Additionally, the bid documents were incomplete in several areas.

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5. Almost all grant funds were committed to construction (approximately \$2,500,000) and project contingency (approximately \$192,000). Very little or no funding was committed to soft costs (i.e. design, engineering, plans, labor compliance, inspection, and project management). The City does not have the in-house resources or expertise to properly handle projects of this size and would likely have sought outside consultant services to assist. If the City retained consultant services, such costs could have ranged from 25% to 35% of construction costs or more, with no funding identified to handle these services.

Beyond the scope of work and funding problems described above, the current City Council has expressed an interest in revising the proposed scope of work. All of this will require the submittal of a revised scope of work and budget to Caltrans for review and approval. Staff has been in discussions with Caltrans staff about possible changes. Caltrans has advised and cautioned staff that any proposed changes must continue to address the safety issues that were called out in the original grant applications. Additionally, the scope modifications must serve the same schools identified in the grant applications.

Original Project Budgets and Proposed Project Budgets Summary

Staff has prepared revised project budgets for each grant (see Attachment “A”). Staff is proposing to re-align the grant scope of work to include critical services for plans and specifications preparation; construction management; and project management. Two million dollars of project work is a substantial amount of work to properly oversee and manage to meet City standards and Caltrans standards. The grant provisions allow for the inclusion (reimbursement) of these types of professional services. This will allow the City to ensure compliance with bid plans and specifications, as well ensure compliance with grant requirements such as labor compliance (prevailing wages).

A summary of the proposed budget changes include:

Item	Original Projects	Proposed Projects
Construction	\$2,507,200	\$2,013,663
Plans, Specifications, & Engineering	\$30,639	\$100,683
Construction Mgmt & Inspections	\$101,696	\$201,366
Project Mgmt (City staff) & Labor Compliance	\$9,000	\$201,366
Project Contingency	\$192,661	\$201,366
Three Projects Totals	\$2,841,196	\$2,718,445

Staff is also proposing a significant decrease in the Federal Cycle 1 scope of work to address the \$1,100,000 under estimated engineer’s estimate and a \$122,751 decrease in local matching funds for the same project. Instead of the original \$185,369 local match for construction and project contingency, staff is proposing \$62,622 in City staff project management services to be funded with the General Fund.

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Original Project Concepts and Proposed Project Concepts Summary

The proposed project concepts will continue to address the safety issues that were originally identified in the City's grant applications. The Safe Routes to School Programs have placed high value on the installation of bulb-outs and chicanes as a safety measure. Staff has, however, removed those items per the direction of City Council and is now proposing what staff believes will be acceptable alternatives to Caltrans. A detailed list and original/proposed comparison by grant is included herein as Attachment "B". The proposed project concept has removed bulb outs, chicanes and chokers, and has added red flashing beacons and speed feedback signs.

The proposed scope of work will still address the same schools as included in the original grant applications. Project maps by grant are provided herein as Attachment "C".

BUDGET IMPACT:

Staff is proposing to re-align the grants project budgets to provide \$161,093 of funding for City staff project management services. This will however, include a local match commitment of \$62,622 that was not programmed into the City budget. The intent is to post staff hours spent on the project, to the project instead of staff hours normally charged to general Public Works Administration. While the hours will still be funded by the General Fund, the City will be able to describe the expenditures as a project local match contribution.

Additionally, if the proposed grant changes are approved, the City will be reimbursed just under \$100,000 for other City staff project management services.

CONCLUSION:

The proposed Safe Routes to School grant changes are believed to be in the best interests of the City. The proposed scope of work continues to address safety issues in the City's infrastructure around City's schools, while responding to City Council concerns. Staff is recommending that the City Council approve the proposed project concepts and direct staff to engage Caltrans in discussions to change and approve the grants' scope of work and budgets as described above.

ATTACHMENTS:

- A. Original and Proposed Grant Budgets
- B. Original and Proposed Project Concepts
- C. Project Maps – Proposed and Original

ATTACHMENT "A"

SAFE ROUTES TO SCHOOL GRANTS (3)
2014 PROPOSED BUDGETS

Federal Cycle 1

		Original Scope & Funding			Proposed Scope & Funding		
		Grant	Other Funds	Totals	Grant	Other Funds	Totals
Preliminary Eng	PS&E		\$30,639	\$30,639	\$39,139		\$39,139
Construction							
Construction		\$973,700	\$47,600	\$1,021,300	\$782,775		\$782,775
Construction Eng (Constr Mgmt/Inspection)		\$20,426		\$20,426	\$78,278		\$78,278
Project Mgmt (8%) (Before & After Evaluation)				\$0		\$62,622	\$62,622
(Labor Compliance 2%)			\$5,000	\$5,000			
				\$0	\$15,656		\$15,656
Subtotal		\$994,126	\$83,239	\$1,077,365	\$915,847	\$62,622	\$978,469
Contingency (10%)		\$0	\$102,130	\$102,130	\$78,278		\$78,278
Total Project Cost		\$994,126	\$185,369	\$1,179,495	\$994,124	\$62,622	\$1,056,746

Federal Cycle 2

		Original Scope & Funding			Proposed Scope & Funding		
		Grant	Other Funds	Totals	Grant	Other Funds	Totals
Preliminary Eng	PS&E (5%)			\$0	\$37,031		\$37,031
Construction							
Construction		\$862,200		\$862,200	\$740,622		\$740,622
Construction Eng (Constr Mgmt/Inspection)		\$43,110		\$43,110	\$74,062		\$74,062
				\$0			
Project Mgmt (8%) (Before & After Evaluation)				\$0	\$59,250		\$59,250
(Labor Compliance 2%)		\$4,000		\$4,000			\$0
				\$0	\$14,812		\$14,812
Subtotal		\$909,310	\$0	\$909,310	\$925,778	\$0	\$925,778
Contingency (10%)		\$90,531		\$90,531	\$74,062		\$74,062
Total Project Cost		\$999,841	\$0	\$999,841	\$999,840	\$0	\$999,840

SAFE ROUTES TO SCHOOL GRANTS (3) 2014 PROPOSED BUDGETS

State Cycle 7

	2012 Revised Scope & Funding			Proposed Scope & Funding		
	Grant	Other Funds	Totals	Grant	Other Funds	Totals
Preliminary Eng PS&E (5%)			\$0	\$24,513		\$24,513
Construction						
Construction	\$561,330	\$62,370	\$623,700	\$441,239	\$49,027	\$490,266
Construction Eng (10%)	\$34,344	\$3,816	\$38,160	\$49,027		\$49,027
(Constr Mgmt/Inspect)			\$0			\$0
Project Mgmt (8%)			\$0	\$22,062	\$17,159	\$39,221
(Labor Compliance 2%)			\$0	\$9,805		\$9,805
Subtotal	\$595,674	\$66,186	\$661,860	\$546,647	\$66,186	\$612,833
Contingency (10%)			\$0	\$49,027		\$49,027
Total Project Cost	\$595,674	\$66,186	\$661,860	\$595,674	\$66,186	\$661,859

Summary - 3 Projects

	Original Scope & Funding			Proposed Scope & Funding		
	Grant	Other Funds	Totals	Grant	Other Funds	Totals
Preliminary Eng PS&E (5%)	\$0	\$30,639	\$30,639	\$100,683	\$0	\$100,683
Construction						
Construction	\$2,397,230	\$109,970	\$2,507,200	\$1,964,636	\$49,027	\$2,013,663
Construction Eng	\$97,880	\$3,816	\$101,696	\$201,366	\$0	\$201,366
(Constr Mgmt/Inspection)						
Project Mgmt (8%)				\$81,312	\$79,781	\$161,093
(Before & After Evaluation)	\$4,000	\$5,000	\$9,000	\$0	\$0	\$0
(Labor Compliance 2%)	\$0	\$0	\$0	\$40,273	\$0	\$40,273
Subtotal						
Contingency (10%)	\$90,531	\$102,130	\$192,661	\$201,366	\$0	\$201,366
Total Project Cost	\$2,589,641	\$251,555	\$2,841,196	\$2,589,637	\$128,808	\$2,718,445

ATTACHMENT "B"

FEDERAL SRTS CYCLE 1		
Schools	Morningside Elementary, San Fernando Middle School, O'Melveny Elementary School, San Fernando Elementary	
Type of Work	Original	Proposed
ADA Access Ramps	Y	Y
High Visibility Striped X-walks w/ Limit Lines	Y	Y
Raised x-walks	Y	Y
Warning Flashing Beacons	Y	N
Red Flashing Beacons	N	Y
Speed Feedback Signs	N	Y
Countdown Pedestrian Heads	Y	Y
Roadway Diet	Y	Y
Bike Lanes	Y	Y
Loading Zone	Y	Y
Roundabouts	Y	N
Bulb Outs	Y	N
Chicanes	Y	N
Chokers	Y	N
Medians and/or refuge islands	Y	Y

FEDERAL SRTS CYCLE 2		
Schools	Gridley Elementary, Glenoaks School, Morningside Elementary, O'Melveny Elementary, San Fernando Elementary, San Fernando Middle School	
Type of Work	Original	Proposed
ADA Access Ramps	Y	Y
High Visibility Striped X-walks w/ Limit Lines	Y	Y
Raised x-walks	Y	Y
Warning Flashing Beacons	Y	Y
New Sidewalk	Y	N
Red Flashing Beacons	N	Y
Speed Feedback Signs	N	Y
Countdown Pedestrian Heads	Y	Y
Bulb Outs	Y	N
Medians and/or refuge islands	Y	Y

STATE SR2S CYCLE 7		
Schools	Gridley Elementary, Glenoaks School, Triumph Charter Academy, New Valley Elementary School #5, Morningside Elementary, O'Melveny Elementary, St. Ferdinand's , Santa Rosa, San Fernando Early Education Center, Simon School, Evangelical Lutheral School	
Type of Work	Original	Proposed
ADA Access Ramps	Y	Y
High Visibility Striped X-walks w/ Limit Lines	Y	Y
Raised x-walks	Y	N
Warning Flashing Beacons	N	Y
Red Flashing Beacons	N	Y
Speed Feedback Signs	N	Y
Countdown Pedestrian Heads	Y	Y
Bulb Outs	Y	N



Safe Routes to School Plan City of San Fernando Cycle 1

ATTACHMENT "C"

Proposed - Cycle 1



Legend:



= Schools



= Intersections of Work

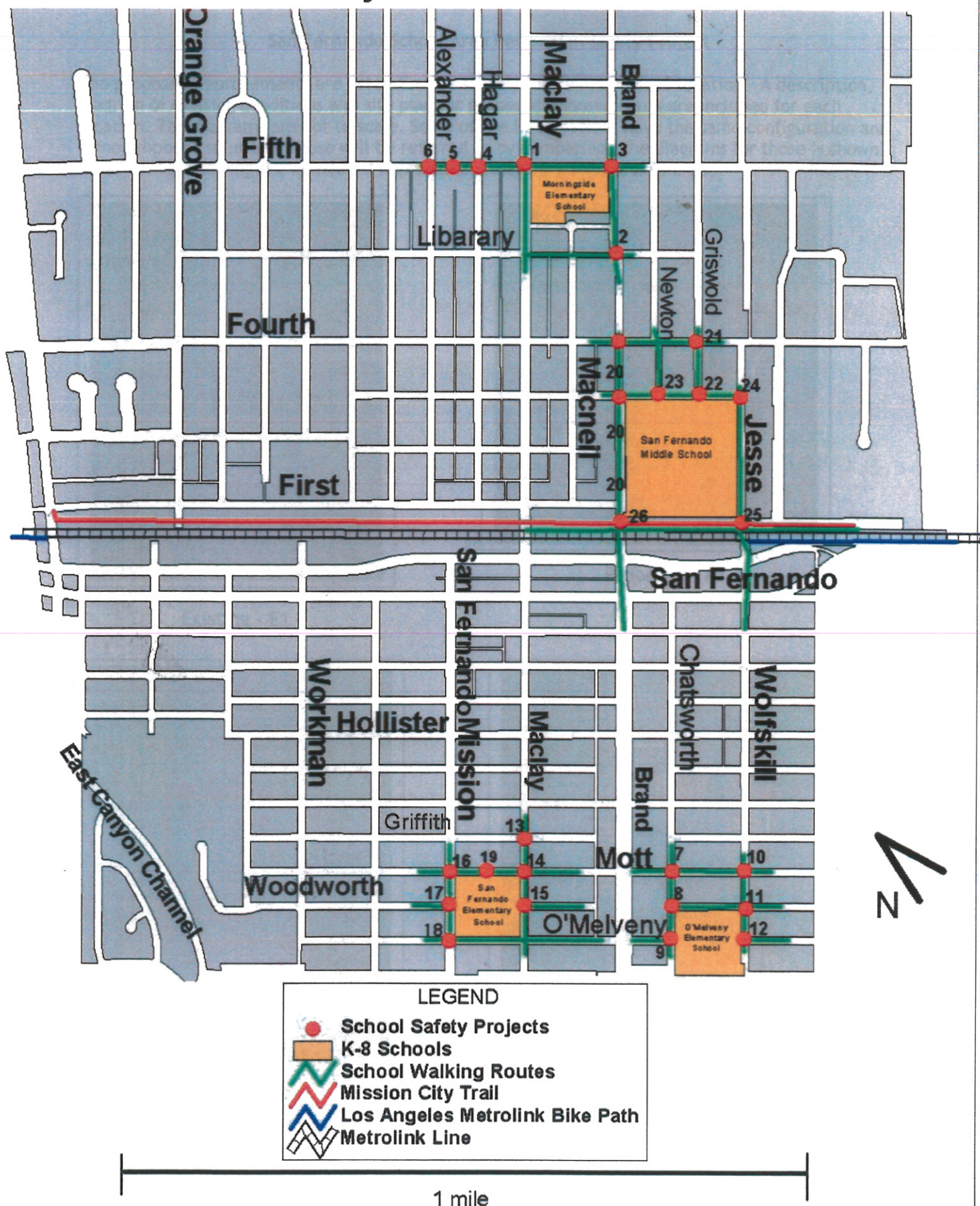


= Segments of Work

Safe Routes to School Plan

City of San Fernando

Original - Cycle 1



Safe Routes to School Plan

City of San Fernando

Cycle 2

Proposed - Cycle 2



Legend:



= Schools



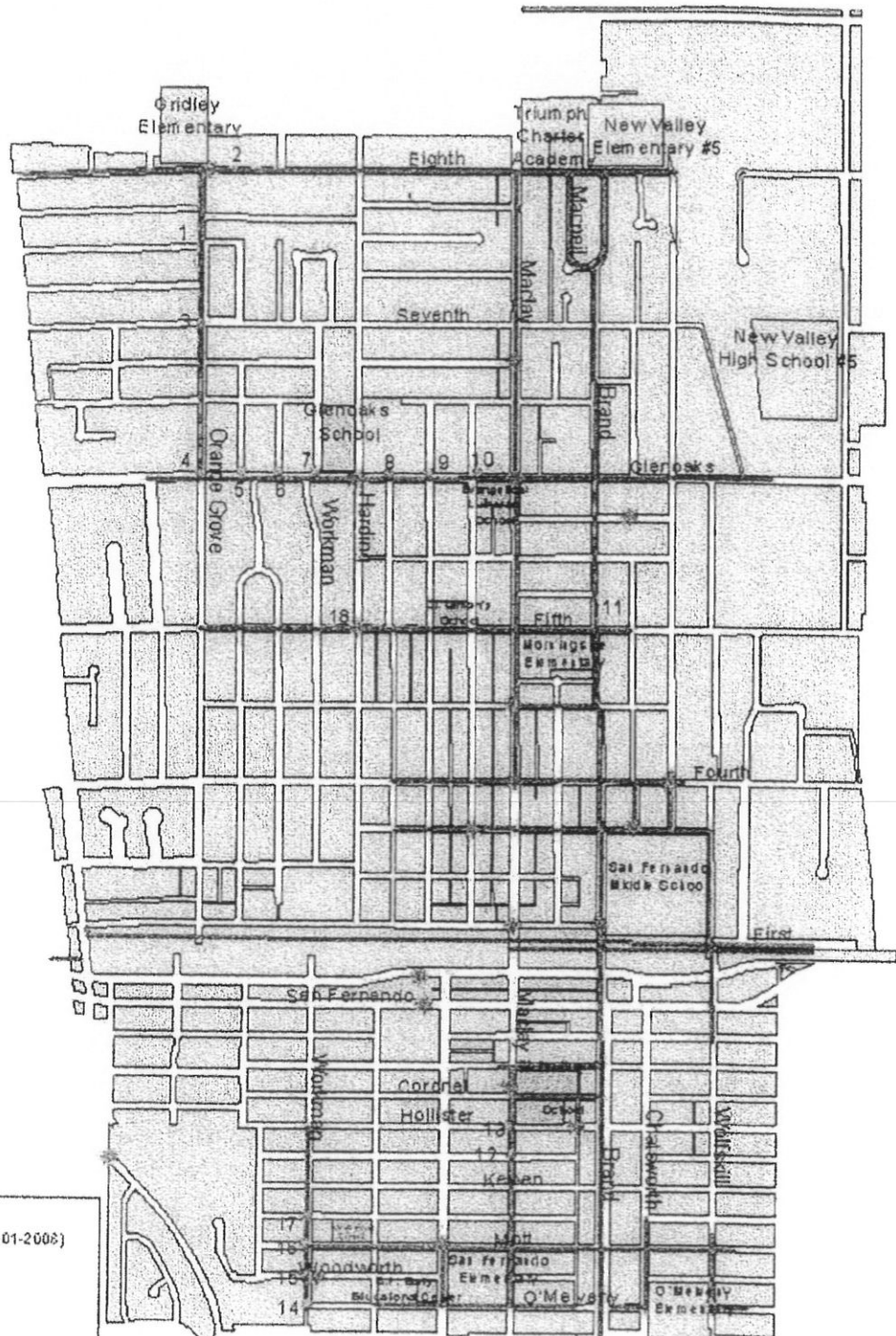
= Intersections of Work



= Segments of Work

Safe Routes To School Projects San Fernando

Original - Cycle 2



Safe Routes to School Plan

City of San Fernando

Cycle 7

Proposed - Cycle 7



Legend:



= Schools



= Intersections of Work



= Segments of Work

Safe Routes To School Projects

Original - Cycle 7

