



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council **Item No.** _____

FROM: City Administrator

SUBJECT: Approval of Bid Contract Documents and Specifications and Authorizing Staff to Advertise for Bids for the Citywide Traffic Sign Replacement Project

MEETING DATE: May 15, 2018

RECOMMENDATION:

Staff requests that the City Council approve the bid contract documents and specifications for the Citywide Traffic Sign Replacement Project and authorize staff to advertise for bids.

BACKGROUND:

The United States Department of Transportation's Federal Highway Administration (FHWA) has implemented guidelines for local agencies to upgrade their existing regulatory and warning traffic control signs to minimum levels of retro-reflectivity.

Per FHWA guidelines, by June 2014, local agencies (such as cities) are expected to implement an assessment to manage an inventory of their traffic control signs in order to determine minimum levels of retro-reflectivity.

Based on that inventory and assessment, cities were required to replace their worn, non-reflective signs, by January 2015. However, the date was extended to 2-½ years to 2018. Cities are now mandated to have their regulatory and warning signs upgraded. *See sheet 12 of Attachment 3.* The City of Commerce is adhering to these federal guidelines and is embarking to replace these worn, non-reflective regulatory and warning traffic control signs to the current levels of retro-reflectivity that are required per federal regulations.

The purpose of upgrading the retro-reflectivity levels of existing regulatory and warning traffic control signs is to provide critical information to drivers during times of reduced illumination, particularly at night.

FHWA highway statistics have shown that only twenty-five percent (25%) of vehicular travel occurs at night but accounts for at least fifty percent (50%) of all highway accidents. This nighttime crash rate is nearly three times that of the daytime crash rate. *See Attachment 3.*

Given the importance of displaying traffic control signs with adequate levels of retro-reflectivity, the FHWA has directed local agencies to upgrade their regulatory and warning signs by 2018.

With respect to these new guidelines, the City of Commerce seeks to replace its existing regulatory and warning traffic control signs, so as to be in compliance with FHWA and the California Department of Transportation's (Caltrans') retro-reflectivity specifications.

ANALYSIS:

On June 21, 2016, the City Council approved the Citywide Sign Inventory and Retro-reflectivity Project as part of the fiscal year (FY) 2016-17 Capital Improvement Projects (CIP) program.

Using the "on-call" traffic engineering consultant list, staff subsequently procured the services of *Elie Farah, Inc.* on August 2016 at a cost of \$25,000 to undertake a citywide traffic control sign inventory and analysis.

Elie Farah subsequently submitted to staff its report (*see Attachment 4*) on the traffic control sign inventory on February 2017. The report outlined the requirements for retro-reflectivity, as well as an inventory of the traffic control signs throughout the City that are due for an upgrade to current acceptable retro-reflectivity standards, per FHWA and California Manual on Uniform Traffic Control Devices (CA MUTCD) guidelines. *See Attachment 5.*

Per the citywide traffic control sign inventory report, approximately 350 signs in the City are recommended to be replaced due to damage, wear and tear, fading, or lack of retro-reflectivity luminescence. The Engineer's estimate for this project is approximately \$105,000.

Based on this report, staff recommends that a public bid opening be undertaken to replace these damaged or worn-out regulatory and warning traffic control signs. On February 2018, *Elie Farah* developed contract bid documents that include specifications (i.e., bid package) to replace these traffic control signs. Staff reviewed the contract bid documents and approved them for advertisement.

Therefore, this bid package is ready for City Council approval and subsequently to be advertised for bids. *See Attachment 2.*

CEQA (California Environmental Quality Act): Since the proposed work is a minor alteration to an existing public facility, this project is Class 1 Categorically Exempt pursuant to the California Environmental Quality Act (CEQA).

FISCAL IMPACT

The City Council approved on June 21, 2016 the Citywide Sign Inventory and Retro-reflectivity Project as part of the fiscal year (FY) 2016-17 Capital Improvement Projects (CIP) program. An initial budget of \$10,000 was approved through Measure AA funds. Subsequently, an additional amount of \$105,000 was approved by the Measure AA Advisory Committee during its regularly scheduled meeting of May 8, 2018 in order to fund the costs for sign replacement and installation.

Therefore, sufficient funds are available for this project.

ALTERNATIVES:

1. Approve Staff Recommendation
2. Reject Staff Recommendation
3. Provide Staff with further direction

RELATIONSHIP TO STRATEGIC GOALS:

This item relates to Council's 2016 Strategic Action Plan's:

Community Quality of Life

- Guiding Principle 4 to "support and evaluate community services, programs and events that promote healthy and quality lifestyles for our residents. Enhance public safety and social services through innovative programs that meet the needs of the residential and business communities."

Approved by: Maryam Babaki, P.E., Director of Public Works and Development Services

Prepared by: Seung Yang, Deputy Director of Engineering Services

Reviewed by: Vilko Domic, Finance Director

Approved as to form: Noel Tapia, City Attorney

Respectfully submitted: Edgar P. Cisneros, City Administrator

ATTACHMENTS:

1. Resolution
2. Contract Bid Documents & Specifications (i.e. bid package)
3. FHWA's "Minimum Sign Retro-reflectivity Requirements" report
4. Citywide Sign Inventory and Retro-reflectivity report compiled by *Elie Farah, Inc.*
5. CA MUTCD Sections on Traffic Control Sign Illumination & Retro-reflectivity