



Metro

Los Angeles County
Metropolitan Transportation Authority

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AUGUST 7, 2017

TO: BOARD OF DIRECTORS

THROUGH: PHILLIP A. WASHINGTON *PAW*
CHIEF EXECUTIVE OFFICER

FROM: THERESE W. MCMILLAN *TW*
CHIEF PLANNING OFFICER

SUBJECT: CALL FOR PROJECTS SCOPE CHANGE: F5701 CITY OF
BURBANK TRAVELER INFORMATION AND
WAYFINDING SYSTEM

ISSUE

As part of the 2011 Call for Projects (CFP), the Board authorized the programming of \$710,420 to the City of Burbank (City) for a wayfinding sign project to provide traveler information for major travel modes in Burbank to reduce private vehicle usage and encourage transit, trail, and bicycle use in the City.

The City has requested a change in scope because elements of the original scope would be duplicative of existing dynamic message signs on the platforms for the Downtown Burbank Metrolink station. Further contributing to the scope change request, in 2016, City residents voted to relocate the Hollywood Burbank Airport passenger terminal. The original scope of work called for dynamic signage to be installed at the current airport terminal. Now that the terminal will be relocated, the City does not wish to install dynamic message signs at the current terminal. The total project cost for the original scope of work is \$888,025. The scope change request reduces the total project cost to \$290,000, which is a reduction of \$598,025. Staff will administratively approve the change in scope if there are no Metro Board comments by August 21, 2017.

BACKGROUND

In the 2011 CFP application, the City proposed a scope of work that would install a system of static and dynamic informational signs to provide travel information

to users of all modes of travel including transit traveler information, rail traveler information, and bicycle traveler information. The total project cost in the original scope of work is \$888,025 with Metro providing \$710,420 and the City providing 20 percent local match in the amount of \$177,605. The scope change request reduces the total project cost to \$290,000 with Metro providing \$232,000, and the City providing the 20 percent local match in the amount of \$58,000. This is a reduction of \$598,025 overall.

The scope change request reduces the cost for the following tasks:

- Preliminary Design
- Detailed Design, Bid Package
- Signs (Fabrication)
- Signs (Installation)
- Construction Management

The scope change request adds the following marketing campaign and public outreach task:

- Advertisements, Print Materials, Brochures, Promotional Items
- Transit Subsidies and Free-Trial Rides

The scope change request eliminates the following tasks:

- Lighting
- Utilities (Installation of Communications)
- Traffic Control During Construction
- Construction Contingency

NEXT STEPS

Staff will administratively approve the scope change if no Metro Board comments are received by August 21, 2017.