

Council Meeting of
October 18, 2011

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: Public Works – Authorize an appropriation and expenditure to initiate preliminary design and engineering for undergrounding of overhead utilities. Expenditure: \$10,800

RECOMMENDATION

Recommendation of the Public Works Director that City Council authorize an appropriation and expenditure of \$10,800 from the Development Impact Fee for Undergrounding Overhead Utilities to initiate the design of the undergrounding of utilities along Del Amo Boulevard, between Henrietta Street and Victor Street and Van Ness Avenue, between Cravens Avenue and Torrance Boulevard.

Funding

Funding is available from the Development Impact Fee for Undergrounding Overhead Utilities.

BACKGROUND/ANALYSIS

The utility lines and infrastructure along the north side of Del Amo Boulevard, between Henrietta Street and Victor Street, and the east side of Van Ness Avenue, between Cravens Avenue and Torrance Boulevard have been undergrounded. The subject overhead utility lines and infrastructure are located along the south side of Del Amo Boulevard and the west side of Van Ness.

On August 30, 2005, the Torrance City Council approved and adopted Phase I of a Development Impact Fee (DIF) program for undergrounding. The fees went into effect on October 31, 2005. The City Council approved a RESOLUTION adopting the Utility Undergrounding Facilities Plan and establishing Utility Underground Impact Fees as authorized by Article 2 of Chapter 9 of Part I of Division 2 of the Torrance Municipal Code. The Utility Underground Facilities Plan was established for the purpose of undergrounding longer stretches of overhead utilities.

The DIF funds must be utilized within 5 years of collection. Staff has been reviewing opportunities to enhance areas where undergrounding would benefit the City within current available funding. Funding available for 5 years is \$330,533.58, of which

\$155,603.56 is set to expire on June 30, 2012. In keeping with that effort, staff has been working with Southern California Edison (SCE) to consider undergrounding these segments with existing overhead utility lines to further the undergrounding of utilities along these corridors. The undergrounding of these existing overhead utility lines will provide the opportunity to declare both subject roadway segments as underground utility districts and the prohibition of future overhead utility installation. In anticipation of this project, staff also drafted an Infrastructure Action Plan (IAP) capital project sheet.

SCE has provided staff with an estimate of \$200,000 for the cost of the undergrounding project. Tonight's action is based on SCE's requirement to fund the initial engineering through an advance of \$10,800 to start the design and complete the detailed/final construction cost estimate.

Upon the completion of the design and construction cost estimate, staff will return to Your Honorable Body for the consideration to declare Del Amo Boulevard between Henrietta Street and Victor Street; and Van Ness Avenue between Cravens Avenue and Torrance Boulevard as underground utility districts. Staff will also be asking Your Honorable Body to appropriate funding and approval of the construction of this project.

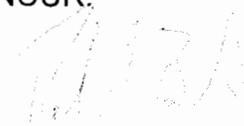
Respectfully submitted,

ROBERT J. BESTE
Public Works Director



By: Ted Semaan
Engineering Manager

CONCUR:



Robert J. Beste
Public Works Director



LeRoy J. Jackson
City Manager

Attachments:

- A. SCE Correspondence
- B. Infrastructure Action Plan



Preliminary Design and Engineering Advance

External Document

Rev 1.0 04/02/11

BACKGROUND:

The Preliminary Design and Engineering Agreement, SCE Form 14-238¹, is used when an Applicant makes a request which requires SCE to incur costs for design and engineering activities prior to performing any actual installation, removal, relocation, rearrangement and/or replacement project work. Form 14-238 is also used when, in the opinion of the SCE representative, the actual project work to be performed is of a speculative nature.² Payments made under Form 14-238 are credited towards the Applicant's invoice for construction/cost-to-serve pursuant to a written contract for performance of the contemplated work. However, if the work cannot be completed through no fault of SCE or Applicant fails to execute a written contract to perform the work within one year from the dated Form 14-238, the Applicant's payment for preliminary design and engineering work is forfeited to SCE.

POLICY:

A Preliminary Design & Engineering Advance (Engineering Advance) should be taken when, in the opinion of the SCE representative, the Applicant's project work to be performed is of a speculative nature. In addition, an Engineering Advance should be taken when there is a need to special order unique material with long lead times, or when SCE has to incur expenses such as contractor costs as a result of the request for design & engineering work on a project.

Below are some specific examples of speculative nature-type work where SCE could take an Engineering Advance.

- Tentative plans (plans that have not been submitted to the necessary governmental agency for review; pre - plan check).
- Entitlement package has not been approved by the city (entitlement package is an application process which involves a project review and approval by the city's planning commission).
- Major governmental hurdles (examples - inability to get a will serve from the local agency for other site requirements such as water availability, community opposition to development, zoning or annex issues, permitting issues).
- Major environmental issues.
- Request to develop a "firm" work order price in support of the Applicant's project budget needs.
- 3rd Party Easement issues.
- Property that the developer does not yet own.
- Cell site projects that do not have zoning approval from governing jurisdiction or a signed lease agreement from the landlord.

Important information regarding Form 14-238 for your review:

1. SCE may require the Applicant to pay an additional amount pursuant to the Preliminary Design and Engineering Agreement if, in the opinion of the SCE representative, there have been numerous substantial scope changes requiring re-engineering of the project. Any additional monies collected will be treated pursuant to the language on Form 14-238. (See provision 4 of Form 14-238).
2. For joint projects involving facilities other than Distribution, SCE's Transmission Project Management (TPM) will be responsible for collecting the Engineering Advance from the Applicant.
3. If within one year of the date the Applicant signed Form 14-238, the Applicant executes a written contract (Rule 15, 20 etc.) for SCE to perform the work; the Engineering Advance monies will be applied to the work order estimate and will reduce the appropriate (refundable or non-refundable) final invoiced amount. (See provision 2 of Form 14-238)

¹ Form 14-238 is a California Public Utilities approved form.

² Speculative Nature infers that there is a significant level of risk associated with the project that could prevent the Applicant from proceeding forward.

- 4. If within one year of executing Form 14-238 the Applicant cancels the project, any monies advanced to SCE may be refunded less any amount used for design & engineering.³ The determination on how much to refund the customer will be done on a percent complete basis, less any material purchases or other expenses incurred related to the design & engineering work. For example, if SCE estimates that the subject design & engineering activities were 40 percent complete with no additional expenses incurred, 60 percent of monies advanced to SCE will be refunded.
- 5. If Applicant requests SCE to perform the work but the work cannot be completed through no fault of SCE, or Applicant fails within one year of the date the Applicant signed Form 14-238 to execute a written contract for SCE to perform the actual project work, the Engineering Advance collected will be forfeited to SCE. (See provision 3 of Form 14-238). In addition, the Applicant is responsible for monitoring the one-year duration of the Form 14-238 and SCE is not obligated to notify the Applicant of the pending forfeiture.

If you have additional questions concerning the Preliminary Design and Engineering Agreement, policies, or requirements, please contact your SCE Planner or Project Manager.

SCE Planner: CHAD M. MINTON
 Phone Number: 310-743-4437
 Email Address: CHAD.MINTON@SCE.COM

SCE Project Mgr: _____
 Phone Number: _____
 Email Address: _____

³ Any refunds are dependent on the amount of work, etc. completed by SCE on the customer's behalf as compared to the advance amount originally collected.
 SCE Public



SOUTHERN CALIFORNIA
EDISON

An EDISON INTERNATIONAL Company
Southern California Edison Company
505 MAPLE AVENUE
TORRANCE CA 90503

TORRANCE, CITY OF
3031 TORRANCE BLVD
TORRANCE CA 90503 5015

Invoice #	107415
Invoice Date:	09/22/2011
SCE Contact:	Chad M Minton
Telephone:	-()--9910
Install - Billing Option:	

Description	Amount
Service Request Number: 1446059 RULE 20C STREET LIGHTS FOR CITY OF TORRANCE	
Project Address: 20401 VICTOR ST TORRANCE CA 90503	
Item # 113837 377510	\$5,400.00
548291 - RULE 20C - UG INSTALL	
Previous Payment	\$0
<ul style="list-style-type: none"> * Enclosed are 2 copies of our invoice. Please return 1 copy of the invoice with your payment * All prices are applicable for a period of 90 days from this date and are subject to change thereafter. * Please return all applications and/or contracts fully completed. * Easement documents will be mailed directly to you from our Right of Way department. Please complete and return them as soon as possible, as we will not be able to proceed with the project without clearance * An Edison Inspector must approve all underground systems. Please call your designated inspector 48 hours prior to construction to schedule an inspection. * Call the Edison company at 1-800-655-4555 to make application for electrical service. 	
Invoice Total	\$5,400.00

Please detach and return payment stub with payment

**Payment
Stub**

Please pay total amount now due: \$5,400.00

Invoice #: 107415

TORRANCE, CITY OF
3031 TORRANCE BLVD
TORRANCE CA 90503 5015

Thank you for paying promptly

Make check payable to Southern California
Edison
505 MAPLE AVENUE
TORRANCE CA 90503

PRELIMINARY DESIGN AND ENGINEERING AGREEMENT

The Agreement is between Southern California Edison Company ("SCE") and

_____, ("Applicant")
Applicant may request at a future date that Southern California Edison Company perform work related to the installation, removal, relocation, rearrangement and / or replacement (" WORK") OF SCE's electric service facilities at

Undergrounding of 9 Street Light Poles on the South side of Del Amo Blvd, between Victor St & Henrieta St. City of Torrance
in reference to TD 548291

Applicant therefore requests that SCE estimate the cost to perform the WORK. SCE must incur certain expenses for preliminary design and engineering of the WORK in order to estimate the cost to perform the WORK contemplated by the APPLICANT. Applicant agrees to pay SCE for such expenses under the following terms and conditions:

- 1. Applicant shall pay SCE the sum of \$5,400.00 in advance for expenses incurred by SCE for preliminary design and engineering of the WORK contemplated by Applicant.
2. If Applicant desires SCE to perform the WORK contemplated by the Applicant, Applicant shall execute a separate written contract to perform the WORK. If SCE performs the WORK contemplated by Applicant pursuant to a contract executed by Applicant within one year from the date herein, the sum paid to SCE by Applicant pursuant to this Agreement shall be applied without interest to whatever sums are payable by Applicant pursuant to the contract to perform the WORK. The sums required by the contract to perform the WORK, may include costs for additional design and engineering related to the WORK contemplated by the Applicant.
3. The sum paid by Applicant pursuant to this Agreement shall be forfeited to SCE if (a) Applicant requests SCE to perform the WORK but the WORK cannot be completed through no fault of SCE's, or (b) Applicant fails within one year from the date herein to execute a written contract for SCE to perform the WORK.
4. SCE may require Applicant to pay an additional sum pursuant to the agreement if SCE must modify the scope of the preliminary design and engineering as a result of any change in the WORK contemplated by the Applicant.
5. This Agreement shall not be construed as a contract to provide electric service to Applicant or as a contract to perform the WORK contemplated by Applicant.

DATED: _____

By _____
Signature
Name and Title
For _____
Applicant

PRELIMINARY DESIGN AND ENGINEERING AGREEMENT

The Agreement is between Southern California Edison Company ("SCE") and

_____, ("Applicant")
Applicant may request at a future date that Southern California Edison Company perform work related to the installation, removal, relocation, rearrangement and / or replacement (" WORK") OF SCE's electric service facilities at

Undergrounding of 9 Street Light Poles on the South side of Van Ness Ave, between Torrance Blvd & Cravens Ave. City of Torrance
in reference to TD 548311

Applicant therefore requests that SCE estimate the cost to perform the WORK. SCE must incur certain expenses for preliminary design and engineering of the WORK in order to estimate the cost to perform the WORK contemplated by the APPLICANT. Applicant agrees to pay SCE for such expenses under the following terms and conditions:

1. Applicant shall pay SCE the sum of \$ 5,400.00 in advance for expenses incurred by SCE for preliminary design and engineering of the WORK contemplated by Applicant.
2. If Applicant desires SCE to perform the WORK contemplated by the Applicant, Applicant shall execute a separate written contract to perform the WORK. If SCE performs the WORK contemplated by Applicant pursuant to a contract executed by Applicant within one year from the date herein, the sum paid to SCE by Applicant pursuant to this Agreement shall be applied without interest to whatever sums are payable by Applicant pursuant to the contract to perform the WORK. The sums required by the contract to perform the WORK, may include costs for additional design and engineering related to the WORK contemplated by the Applicant.
3. The sum paid by Applicant pursuant to this Agreement shall be forfeited to SCE if (a) Applicant requests SCE to perform the WORK but the WORK cannot be completed through no fault of SCE's, or (b) Applicant fails within one year from the date herein to execute a written contract for SCE to perform the WORK.
4. SCE may require Applicant to pay an additional sum pursuant to the agreement if SCE must modify the scope of the preliminary design and engineering as a result of any change in the WORK contemplated by the Applicant.
5. This Agreement shall not be construed as a contract to provide electric service to Applicant or as a contract to perform the WORK contemplated by Applicant.

DATED: _____

By _____
Signature

Name and Title
For _____
Applicant

Request #: 2012-00060 Infrastructure Action Plan (IAP)

Type of Project	Infrastructure
Project Location	Del Amo Blvd. between Henrietta & Victor; and Van Ness between Cravens and Torrance Blvd.
Project Title	Undergrounding of Overhead Utilities and Installation of Underground Street Lights along: • Del Amo Blvd between Henrietta and Victor; and • Van Nes
Submitting Department	Public Works - Project Design and Admin
Prepared By	SEMAAN, TOUFIC J.
Preparer's Email	tsemaan@torranceca.gov
Managing Department	Public Works - Project Design and Admin
Project Leader	SEMAAN, TOUFIC J.
Project Leader's Email	tsemaan@torranceca.gov
Project Start Date	11/14/2011
Estimated Completion Date	05/24/2012

Project Request Status	Pending
Approved Project Status	

Description	<p>Removal and replacement of existing overhead utilities, streetlights and wooden poles with underground serviced marbelite street light poles along two roadway segments:</p> <ol style="list-style-type: none"> 1. Del Amo Blvd between Henrietta and Victor - 9 street lights on wood poles on the South side of the street currently overhead fed. No other utility involvement on either side of the street; and 2. Van Ness Avenue between Cravens and Torrance Blvd - 9 street lights on wood poles on the West side of the street currently overhead fed. No other utility involvement on either side of the street.
Justification	<p>These undergrounding improvements will allow the removal of isolated segments of existing overhead utilities and street lights, while the opposing side of segment is already undergrounded with existing underground serviced street lights. Once improvements are approved, we can declare these segments as Underground Utility Districts to prohibit installation of overhead utilities in the future.</p> <p>This improvement is also a component of the Strategic Plan under: KPI's 055 and 056 - Strategic Priority 5. Plan, Design, Construct and Maintain an efficient Functioning Infrastructure with a Sub-Goal of Encourage Undergrounding Utilities and require Undergrounding of Utilities in new Developments.</p>
Impact of Non-Approval	N/A
Other Alternatives Considered	N/A

Cost Activity By Fiscal Year

Original Budget							11	Created By: SEMAAN, TOUFIC J.
Amount: \$330,000								Created Date: 9/8/2011 12:40:09 PM
	2011-12	2012-13	2013-14	2014-15	2015-16	Total		
Project Management						\$0		
Design	\$30,000					\$30,000		
Construction Management						\$0		
Construction	\$300,000					\$300,000		
Environmental Assessment						\$0		
Right-of-way						\$0		
Inspection						\$0		
Sub-Total:	\$330,000	\$0	\$0	\$0	\$0	\$330,000		

Cost Activity By Financing Source

Original Budget		12		Created By: SEMAAN, TOUFIC J.		
Amount: \$330,000				Created Date: 9/8/2011 12:40:09 PM		
Financing Source	To Be Determined					Total
Project Management						\$0
Design	\$30,000					\$30,000
Construction Management						\$0
Construction	\$300,000					\$300,000
Environmental Assessment						\$0
Right-of-way						\$0
Inspection						\$0
Sub-Total:	\$330,000	\$0	\$0	\$0	\$0	\$330,000

Project Timeline

Original Timeline	13	Created By:	SEMAAN, TOUFIC J.
		Created Date:	9/8/2011 12:40:09 PM
Description	2011-12		
Project Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Construction Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Construction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Right-of-way	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Financing Source - Details

Original Budget		14		Created By: SEMAAN, TOUFIC J.			
Amount: \$330,000				Created Date: 9/8/2011 12:40:09 PM			
Financing Source	Council Approved Date/Time	2011-12	2012-13	2013-14	2014-15	2015-16	Total
To Be Determined		\$330,000					\$330,000
Sub-Total:		\$330,000	\$0	\$0	\$0	\$0	\$330,000

Financing Source Options

Original Budget	15	Created By:	SEMAAN, TOUFIC J.
Total Amount:	Total Percentage: 100%	Created Date:	9/8/2011 12:40:09 PM
\$330,000			
Financing Source	Percent	Amount	
Utility Underground Impact Fd	100%	\$330,000	

Financing Source - Summary

Project Budget By Funds (Excluding Ongoing cost) 0
Total Project Cost: \$330,000

Financing Source	Life to Date Appropriation	Total Amount
To Be Determined	\$330,000	\$330,000
Grand Total:	\$330,000	\$330,000

By Sources/By Fiscal Year (Excluding Ongoing cost)
Total Project Cost: \$330,000

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
To Be Determined	\$330,000					\$330,000
Sub-Total:	\$330,000	\$0	\$0	\$0	\$0	\$330,000

Original Budget
Amount: \$330,000

Created By: SEMAAN, TOUFIC J.
 Created Date: 9/8/2011 12:40:09 PM

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
To Be Determined	\$330,000					\$330,000
Sub-Total:	\$330,000	\$0	\$0	\$0	\$0	\$330,000

Budget vs. Expenses

Last Payroll Update Budget As Of

Expenses

Life To Date Budget - Posted _____
 Life To Date Budget - Unposted _____
 Total Life To Date Budget _____
 Actual _____
 Encumbrances _____
 Unposted Transaction _____
 Available Budget _____

Revenue

Life To Date Budget - Posted _____
 Life To Date Budget - Unposted _____
 Total Life To Date Budget _____
 Actual _____
 Unposted Transaction _____
 Available Budget _____