


CITY OF LOS ANGELES
INTER-DEPARTMENTAL MEMORANDUM

Date: May 18, 2016

To: Honorable City Council
c/o City Clerk, Room 395
Attention: Honorable Mike Bonin, Chair, Transportation Committee

From: Seleta J. Reynolds, General Manager 
Department of Transportation

Subject: **REINSTITUTING THE CITYWIDE SPEED HUMP PROGRAM (C.F. 14-0252-S3)**

SUMMARY

The Department of Transportation (DOT) is reporting on how the reinstituted Citywide Speed Hump Program will operate and the resources needed to reinstitute the program.

RECOMMENDATIONS

It is recommended that the City Council, subject to the approval of the Mayor:

1. Receive and file this report regarding reinstituting the Citywide Speed Hump Program.
2. Authorize DOT to receive private funds, deposit funds into the Neighborhood Traffic Management (NTM) Fund (47H), account to be determined, for the construction of speed humps, and to refund any unused portion of these funds.
3. Authorize the City Administrative Officer (CAO) to make any technical adjustments as needed.

BACKGROUND

The City Council adopted the Citywide Speed Hump Program in 1994, which was managed by DOT for approximately 15 years (1994 – 2009). In that time period, more than 3,700 speed humps were installed at over 1,450 locations. The annual budget, which relied on State Gas Tax funds, varied between \$330,000 to \$1,100,000 dollars. During the peak funding year, approximately 200 locations were constructed, and more than 100 locations were back-logged for the following year. In 2009, the Program was discontinued due to permanent budget cuts. The installed speed humps have remained in place, and the Bureau of Street Services has been replacing them after street resurfacing.

Since the program was discontinued, the City continues to receive a significant volume of inquiries from residents complaining of speeding and requesting speed humps. From July 2013 through March 2016, DOT received approximately 819 speed hump requests. At the height of the previous program, the dedicated staff for the program consisted of five positions: one Transportation Engineer, two Transportation Engineering Associate II's, one Transportation Engineering Aide I, and one Senior Clerk Typist.

There have been numerous requests for this program to be reinstituted (CF 14-0252, 14-0252-S1, 14-0252-S2, 14-0252-S3).

DOT provided a report on October 1, 2014 that proposed a reinstituted program consisting of one Transportation Engineer, two Transportation Engineering Associates II's, and one Transportation Engineering Aide. On November 4, 2014 The City Council adopted the Transportation Committee's Report (CF 14-0252-S3), which instructed DOT to:

- A. In conjunction with the City Administrative Officer, develop a funding strategy to restore a program for the installation and removal of speed humps based on traffic safety considerations, industry practices, and input from emergency response agencies.
- B. Report in 30 days to the Transportation Committee relative to modifying the LADOT's project application one-year expiration, creating procedures for installing self-funded speed hump projects, and preparing recommendations for identifying or establishing a list of qualified contractors to install new speed humps.

Amending Motion 8A (Martinez) added the following instruction:

- C. The funding strategy to be developed shall ensure an equitable distribution of speed hump installation locations per Council District.

In a report to the Budget and Finance Committee (May 4, 2015), DOT followed up on Item A with two separate funding strategies: private funding only and a full Citywide Speed Hump Program to build speed humps at 150 locations per year. This resulted in an approval for funding for one Transportation Engineering Associate I.

For the 2016-17 Proposed Budget, DOT proposed a framework for a slightly modified Citywide Speed Hump Program that would employ minimal staff resources and incorporates a private funding mechanism. However, the Proposed Budget as modified by the Budget and Finance Committee will not provide for the necessary salaries for the proposed minimum level of staff.

This report describes the minimum resources needed to re-institute the proposed program and also summarizes its main features.

DISCUSSION

Program Resources

The 2016-2017 Proposed Budget, as modified by the Budget and Finance Committee, would provide for:

- (1) Capital funding of \$540,000 from the Local Transportation Fund to construct speed humps in all 15 council districts;
- (2) Authorization for two new positions—one Transportation Engineer and one Transportation Engineering Aide I, without funding; and
- (3) Partial funding for the existing Transportation Engineering Associate I position.

The Proposed Budget as modified by the Budget and Finance Committee will not provide for the necessary funding for the proposed minimum level of staff. Hence, the program cannot be re-instituted

until the positions are funded and filled. The minimum staff of three is necessary to perform the following tasks:

- Transportation Engineer (new) – Handle the complex tasks, including but not limited to: program management, developing and updating policies and procedures, resolving complicated technical challenges, procuring construction contracts, approving construction drawings, supervising the contractor and staff, administering funding and budget decisions, inter-agency coordination, and handling difficult public inquiries and disputes.
- Transportation Engineering Associate I (existing, with potential paygrade upgrade) – Manage each speed hump request/project, conducting feasibility analysis, determining speed hump configurations, preparing construction drawings, managing construction, communicating with residents regarding inquiries and problems, and coordinating data collection. The proposed increase of the paygrade level for the existing Transportation Engineering I position reflects the more demanding role of project management and coordination with the public and the contractor, often with minimum supervision.
- Transportation Engineering Aide I (new) – Assist with engineering studies and perform field inspections and data collection, including speed and volume data using the requisite electromagnetic sensors, of which the current traffic data survey contractors lack adequate quantity.

Speed Hump Evaluation Criteria and Approval Process

DOT will re-institute the previous evaluation criteria and approval process that were optimized during the 15-year program, along with a few modifications, which are described as follows:

- Prior to applying for speed humps, residents will be encouraged, although not required, to request speed limit enforcement, and/or engage in a neighborhood safety education campaign (which may be simply placing lawn signs with a poignant message like “Drive like your children live here”) as alternatives to considering speed humps.
- Replace the previous petition process with a mail-in survey process, which would preserve the anonymity of each participant and reduce the incidents of reversal of support. Due to the probability that a smaller number of neighbors may participate in a survey than a petition, a lower support threshold of two-thirds (2/3) instead of the previous threshold of three-quarters (3/4) of the affected residences will be required.
- Consistent with prior procedures, all approved locations will be prioritized in the construction queue based on criteria related to the severity of the problem and need. If funding limitations do not allow for constructing all outstanding locations, low priority locations may be deferred, but only up to a maximum of two (2) years. However, unlike the previous process wherein residents must re-apply, such locations will be placed on the top of the construction list for the following year.
- To manage demand, the minimum qualifying traffic volume criterion will be 1,000 vehicles per day, instead of 500 vehicles per day from the previous program.

See Attachment A, "Draft Speed Hump Approval Process," and Attachment B, "Draft Speed Hump Evaluation Criteria."

Schedule for Program Year 1

For efficiency, the program will be re-instituted with two application acceptance periods and two construction periods per year, instead of the continuous intake and output of the previous program. The proposed schedule is approximated as follows, contingent upon having the program staff on board at the start:

9/2016 thru 12/2016	Prepare website and outreach materials announcing the return of program Prepare program documents, including new survey forms, etc. Procure vendor contract for speed hump construction
12/2016 thru 2/2017	First application window for Year 1
5/2017 thru 7/2017	Construction of Batch #1, 30 locations
4/2017 thru 7/2017	Second application window for Year 1
10/2017 thru 12/2017	Construction of Batch #2, 30 locations

To ensure equitable distribution, DOT will start the program by offering each four qualifying locations in each Council District to be constructed in Year 1, in which each of two construction batch (30 locations each) will consist of two highest priority locations in each Council District. The intention to distribute resources will be coordinated with an effort to generate interest citywide and publicize the return of the program. However, in Year 2 and thereafter, the program should prioritize qualified locations based on the severity of the problem and need.

Toward the end of Year 1, the program should be re-evaluated to consider resources needed to meet the actual demand.

Private Funding

DOT recommends that private funding be allowed for constructing already-approved speed humps, which may be desirable for residents whose locations are ranked low in priority. Further, private funding of construction may free up more public dollars for constructing other approved locations. Locations for which private funding is received will be added to the next batch of locations, contingent upon the contractor's capacity, so as not to impact the schedule for higher priority locations.

Coordination with the Fire Department

At the inception of the program and over the years, DOT has coordinated with the Los Angeles Fire Department (LAFD). DOT consulted with LAFD for significant changes to the program guidelines, including the introduction of 22-foot-wide speed humps, also known as speed tables. We are continuing to coordinate with LAFD staff on reinstituting the speed hump program. As before, DOT staff will coordinate with LAFD and hospitals in cases where speed humps are requested on blocks with fire

stations and with hospitals that provide medical emergency services. We will also coordinate on future experimentation of alternate speed hump design that may lessen the concern about the effect on emergency response as more speed humps are installed.

FISCAL IMPACT

Under this proposed application-based program, a minimum dedicated staff would be required to start the program. The following table indicates the minimum resources required to reinstitute the program and construct approximately 60 locations (approximately 180 speed humps) in the first year:

Qty	Title	Code	Required		Budgeted	
			No. of Months	Direct Salary Costs	No. of Months	Direct Salary Costs
1	Transportation Engineer (new)	7278-0	9	\$96,359	0	\$0
1	Transportation Engineering Associate II	7280	12	\$106,116	—	\$68,794
1	Transportation Engineering Aide I (new)	7285-1	6	\$34,397	0	\$0
Salary Subtotal				\$236,872		\$68,794
Construction Expenses				\$540,000		\$540,000
TOTAL				\$776,872		\$608,794

Also, it should be noted that an increased presence of speed humps would increase existing street maintenance costs for the reinstallation of speed humps after resurfacing, as well as an increase in costs of maintaining speed hump signs and pavement markings.

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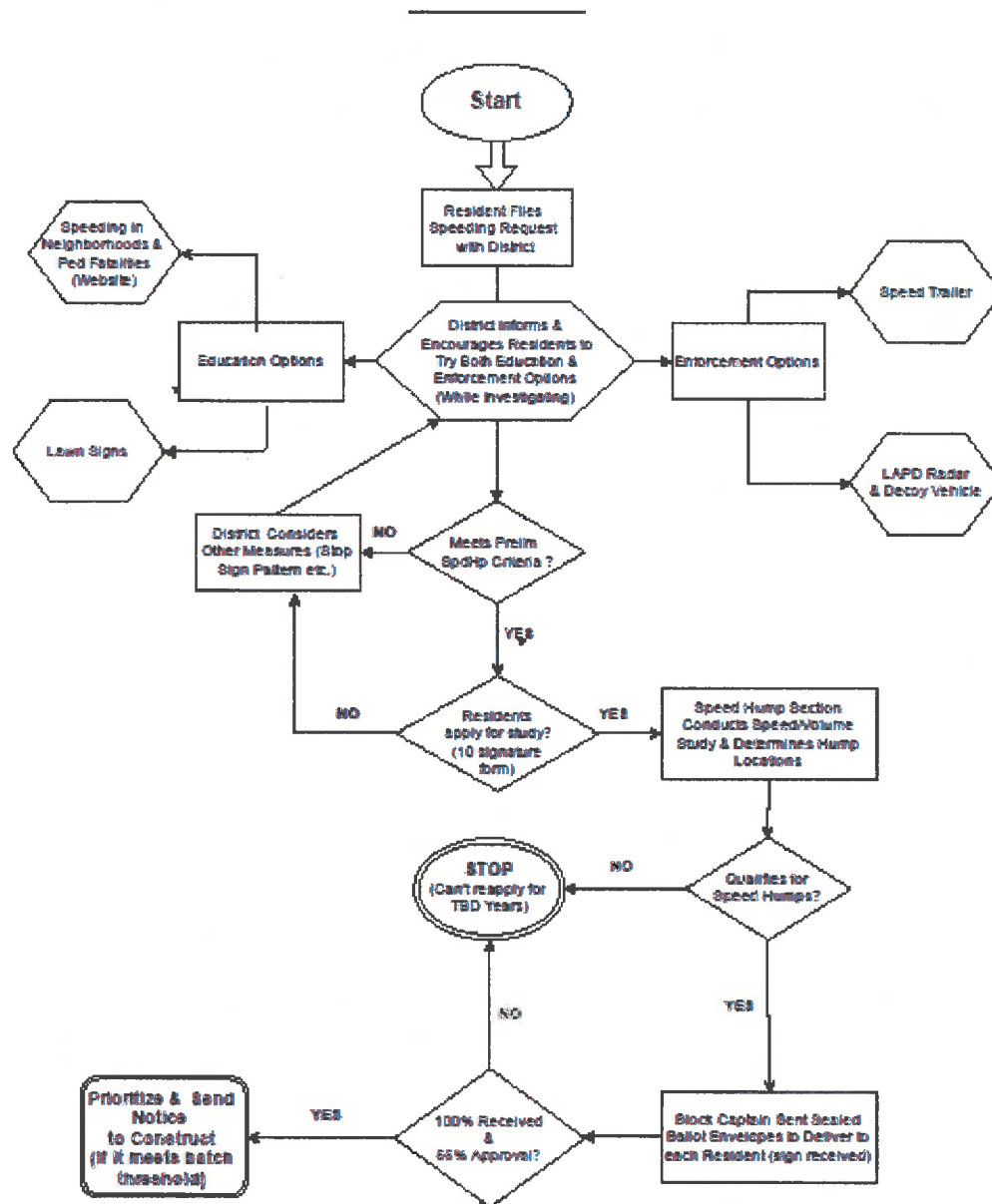
Attachments: Draft Speed Hump Approval Process
Draft Speed Hump Evaluation Guidelines

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City of Los Angeles Department of Transportation SPEED HUMP APPROVAL PROCESS

DOT will adopt most of the previous approval process that was optimized over the previous 15 years, with a few recommended improvements. This process is shown in the flow chart (page 2), and summarized below, also noting the procedure from the old program, if different:

STEP	DESCRIPTION
Initiation	Residents file a request regarding speeding with the DOT District Office or myladot.lacity.org .
District Initial Response	District logs the request and encourages residents to try both education and enforcement strategies shown in the flow chart. (Formerly, there was no recommendation for an education or enforcement first strategy.)
District Feasibility Study	District investigates the location and fills out the field study sheet to determine if preliminary speed hump criteria is met (roadway grade less than 7%, not on a fixed transit route, and no other remedy is appropriate, i.e., stop sign pattern).
District Approval	If the preliminary speed hump criteria are met, District provides the "Application for Speed Hump Study," and residents mail the application, which must be signed by representatives of at least 10 residences, to the Speed Hump staff.
Speed Hump Staff Collects Traffic & Field Data	Speed Hump staff first screens for proximity to fire station, hospital, school, etc., and consults with LAFD or affected facility, as needed, and then conducts volume and speed studies. If the location meets justification and feasibility guidelines, staff conducts field investigations and prepares maps of the optimum speed hump locations.
Staff Mails Block Captain Sealed Survey Packet	Staff mails the block captain sealed survey packets, who will need to distribute a survey to each affected residence and collect a signature from each residence verifying receipt of the survey. Each affected residence will need to mail in the survey to DOT within a certain timeframe. (Previously, signatures were collected on a petition form by the advocate, with no certainty that the disadvantages of speed humps were disclosed or that all residents were informed about the proposal.)
Staff Evaluates Surveys for Consensus	Staff evaluates mailed survey results, and approves locations wherein 100% received the survey and two-thirds of the surveyed are in support of speed humps. (Previously, a successful petition required signatures representing 75% of the affected residences. While DOT encouraged 100% participation and disclosure of pros and cons, there was no verification.)
Staff Prioritizes Locations & Creates Construction Queue	All approved locations will be prioritized for construction based on the extent of the need or problem (i.e., speed data, crash frequency, presence of schools, parks, volume, etc.) If the annual construction budget is insufficient to build all locations in the construction queue, approved locations with low priority may be deferred a maximum of 2 years and then will be placed on the top of the next construction list. (Previously, low priority locations could only be deferred for two years and thereafter, residents would have to reapply.)
Staff Adds Privately Funded Locations	A number of privately funded locations will be added to each construction batch depending on staff's availability to evaluate and the contractor's ability to construct (Previously, no privately funded locations were considered.)



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City of Los Angeles Department of Transportation
SPEED HUMP EVALUATION GUIDELINES

The installation of speed humps is intended to reduce incidences of excessive vehicular speeding on residential roadways. These guidelines shall be used to determine whether or not speed humps may be installed based on criteria for justification, feasibility, effectiveness, and impact.

Speed humps may be installed as part of a variety of programs or projects, including: the Citywide Speed Hump Program, a comprehensive neighborhood traffic management plan, an approved land development mitigation project, or a capital improvement project.

These guidelines may be updated and modified periodically to address community, safety, and street operation needs. The Department of Transportation is continuing to study the effectiveness of its speed hump installations and may experiment with alternate designs and applications.

A speed hump is deemed appropriate and feasible for installation when all of the following conditions have been properly considered:

CRITERIA	DESCRIPTION
Street Type	Speed humps shall be installed only on designated residential Local or Collector Streets, as shown on the Highways and Freeways Element of the General Plan for the City of Los Angeles, when they meet all of the other approval guidelines. Speed humps should not be installed in front of commercial property. Speed humps should not be installed in alleys.
Traffic Volume	On streets with traffic volumes between 1,000 [was 500] and 4,000 vehicles per day, 12-foot-long speed humps may be recommended. The 22-foot-long speed hump may be recommended on streets with volumes greater than 4,000 but no more than 10,000 vehicles per day. Additional traffic volume studies and a circulation analysis may be conducted for streets with traffic volumes between 4,000 and 10,000 vehicles, in order to assess the potential impacts of traffic diversion to surrounding streets.
Roadway Visibility	Speed humps shall not be installed on street segments with severe vertical or horizontal curves. Speed hump installations shall be visible to oncoming motorists for a minimum of 150 feet.
Roadway Grade	Speed humps shall NOT be installed on a street segment with a roadway grade greater than seven percent. On a street segment with roadway grade of five percent or less, 12-foot long speed humps may be installed. On a street segment with over five percent and up to seven percent of roadway grade, the 22-foot long speed humps may be installed.
Street Drainage	Speed humps should not be installed on streets with drainage gutters that are in the center of the roadway (such as in alleys), or on streets with drainage or flooding problems.
Number of Lanes	Speed humps shall not be installed on roads striped with more than one through lane in each direction.

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CRITERIA	DESCRIPTION
Study Segment	The length of the study segment should be the distance between controls such as stop signs and traffic signals that are existing or imminent (authorized but pending installation) and not less than 600 feet. Unless it is at least 1,000 feet long, the study segment should not terminate in a cul-de-sac or street closure at either end.
Street Use	Speed humps shall not be installed on designated truck or transit routes or on any street identified as a primary emergency route by any emergency response agency. Speed humps shall not be installed immediately adjacent to a hospital, fire station, or police facility Possible secondary emergency routes (usually the primary collector streets through residential neighborhoods) that are at least 2,000 feet long and without any adjacent parallel route should be identified and impact to emergency response vehicles should be assessed with LAFD.
Speed Limit	Speed humps should not be installed on streets with speed limits greater than thirty (30) miles per hour as determined in accordance with State law.
Critical Speed	Speed humps may be installed only on street segments where the measured 85 th percentile speed (the speed at or below which 85% of vehicles travel) is greater than 30 miles per hour] on streets with a speed limit of 25 miles per hour or greater than 35 miles per hour on streets with a speed limit of 30 miles per hour.
Physical Conditions	Speed humps shall not be installed in front of driveways, over underground access covers, or adjacent to catch basins or drainage structures.
Other Considerations	The Los Angeles Department of Transportation will make an engineering evaluation of all pertinent safety factors, including any not specifically addressed here before making a determination on the installation of speed humps.