

TO: James L. App, City Manager
FROM: Doug Monn, Public Works Director
SUBJECT: Long-Term Parking Area at Pine Street
DATE: September 17, 2013

NEEDS: For City Council to consider engaging design services to develop a long-term parking area at the former Pine Street mini-storage site (Boatel).

FACTS:

1. On May 21, 2013, City Council authorized staff to use City Transportation Development Act (TDA) funds to establish long-term parking at the "Boatel" site.
2. City Council further directed staff to develop a long-term parking lot (park-and-ride) at the project site using Low Impact Development Standards once the storage units are removed.
3. On September 3, Council awarded a contract to remove the existing storage units.
4. On July 10, staff issued a Request for Proposals (RFP) for design services for the long-term parking lot.
5. Four firms responded to the City's RFP:
 - Cannon
 - North Coast Engineering
 - Rick Engineering
 - Wallace Group

ANALYSIS & CONCLUSION: A staff committee reviewed the proposals and determined that Wallace Group submitted the most comprehensive proposal addressing all the requirements of the new stormwater regulations by the Regional Board.

POLICY REFERENCE: Operations Maintenance Budget for Transit

FISCAL IMPACT: On May 21, 2013, City Council allocated \$500,000 from Transportation funds for this project. Wallace Group's fee to complete the design is \$45,209. Award will not result in any impact to the General Fund.

OPTIONS:

- a. Authorize the City Manager to execute a contract with Wallace Group in the amount of \$45,209 to design a long-term parking area at the former Pine Street mini-storage site.
- b. Amend, modify, or reject the above option.

Prepared by: Ditas Esperanza, P.E., Capital Projects Engineer