



STAFF REPORT TO THE CITY COUNCIL

DATE: August 14, 2018

TO: Members of the City Council

SUBMITTED BY: David Biggs, Planning Director
Robert Reber, AICP, Project Planner

SUBJECT: Contract to Provide Consultant Services to Develop a Waterfront District Parking Management Plan

RECOMMENDED ACTION:

Adopt a Resolution (see Attachment 1) approving and directing staff to award a contract to CDM Smith to provide consultant services to assist City staff in creating a parking management plan for the Waterfront District and appropriate \$54,244 from the undesignated General Fund Balance to fund the contract.

COMMISSION/SUBCOMMITTEE ACTION AND RECOMMENDATION:

None.

FISCAL IMPACT OF RECOMMENDATION:

Staff recommends that Council authorize an appropriation from the undesignated General Fund balance not to exceed \$54,244 to cover the term and services as proposed by CDM Smith to perform the anticipated scope of work.

DISCUSSION:

The City of Hercules is currently pursuing grant funding to complete construction of the Regional Intermodal Transit Center (RITC), a first-of-its-kind facility for the region combining rail, bus, and possibly ferry service at the Hercules Waterfront. The RITC will be surrounded by existing Waterfront residential and mixed-use neighborhoods, plus a high-density mix of new private development, including additional retail, commercial, and residential space to be built in phases over the next 10–20 years. The mutual interest and collaborative efforts of the City and the Bayfront's private developer (Ledcor Properties, Inc./Hercules Development Partners LP) in

Contract to Provide Consultant Services for a Waterfront District Parking Management Plan

providing an effective and efficient supply of parking to serve both the RITC and the Waterfront District was included in the Development Agreement into which both parties entered in 2012. The Development Agreement requires the City—with the developer’s cooperation—to develop a Waterfront District Parking Management Plan. The City contracted with Gray-Bowen-Scott and HDR, Inc. in 2017 to update prior studies and projections of potential rail and ferry ridership in Hercules through the year 2040. These most recent projections estimate that combined rail and ferry service would on their own generate demand at full build-out for 286 parking spaces; this estimate remains fairly consistent with the 292 park-and-ride trips estimated for the RITC in the *Environmental Impact Report/Environmental Impact Statement for the Hercules Intermodal Transit Center* (State Clearinghouse #2009112087).

In June, Leducor Properties, Inc. reached two of the first milestones in developing the mixed-use components of the Bayfront project:

- Broke ground to begin construction of Block N, consisting of 172 residential units and 13,979 sq. ft. of retail space in three buildings. The project includes 20 at-grade garage spaces for 10 townhouse units, and 205 below-grade parking garage spaces.
- Received design approval for Blocks Q & R, consisting of 232 residential apartments and 311 structured parking spaces within two separate level parking garages.

To ensure the success of both public and private investment in the Waterfront District as development progresses, the City will need active and long-term management of parking resources throughout the entire Waterfront district for the general public benefit. Therefore, on June 28, 2018, the City issued a request for proposals to provide professional services to assist the City of Hercules staff in preparing a parking management plan for the entire Hercules Waterfront District. The scope of anticipated work includes the following tasks and deliverables:

- **Task 1:** Meet with City staff to gather data, discuss approach, and determine schedule.
- **Task 2:** Meet with private developer to gather additional project-related information.
- **Task 3:** Assemble and review all available existing studies, data, plans, and planning standards related to parking in and around the Hercules Waterfront, including on-street and off-street parking, and public and private facilities.
- **Task 4:** Estimate future parking demand scenarios, accounting for multi-modal access, mix of uses, phased construction, and current trends in mobility.

□ **Deliverable:** One technical memorandum analyzing anticipated parking conditions and scenarios throughout phased development of the Waterfront District.

- **Task 5:** Based on existing development agreements and environmental reviews and approvals, develop policies and detailed strategies to manage anticipated parking supply, including both private on-site parking and public on-street parking, to meet parking demand

Contract to Provide Consultant Services for a Waterfront District Parking Management Plan

of residents, employees, customers, visitors, and transit users, including the establishment and operation of a Public Parking District.

□ **Deliverable:** One technical memorandum, using text and graphics, that:

- Analyzes existing and future parking supply and demand.
 - Recommends amount of public parking spaces that should be available, and recommends opportunities for public–private sharing of parking.
 - Details how principles and strategies—such as parking pricing, time limits, desired vacancy rates, parking governance, and uses of parking revenue—may be applied to manage parking supply and demand in the Waterfront.
 - Provides a framework for the formation and operation of a Public Parking District, including (as appropriate) residential parking permit programs.
 - Presents parking technologies and practices (such as real-time wireless monitoring, variable messaging, mobile communications, electronic payment, in-vehicle parking meters, GPS guidance, car sharing, etc.) that are available and appropriate for implementing the strategy.
 - Recommends best practices for ongoing monitoring of parking demand.
- **Task 6:** Estimate costs (including City staff time) of establishing, operating, and maintaining a Public Parking District and its facilities, and propose methods for financing construction and long-term maintenance and operations.

□ **Deliverable:** One draft (for staff review and comment) and one final Parking Management Plan, complete with text and graphics, for the Waterfront District.

- **Optional Task:** Present findings and recommendations for a Parking Management Plan to City Council at a public meeting.

By the proposal deadline on July 26, 2018, three firms had submitted proposals to the City:

<u>Consulting Firm</u>	<u>Estimated Schedule</u>	<u>Project Fee</u>
CDM Smith	22 weeks	\$54,244
Walker Consultants	22 weeks	\$84,500
Fehr & Peers	45 weeks	\$136,439

City staff have reviewed all three firms’ proposals. CDM Smith’s proposal meets all the qualifications and requirements of the City’s anticipated scope of work for developing a parking

Contract to Provide Consultant Services for a Waterfront District Parking Management Plan

management plan for the Waterfront Parking District, and does so at the lowest estimated cost of the three proposals received, which are included below as Attachments 3–5.

ATTACHMENTS:

Attachment 1 – Resolution

Attachment 2 – Request for Proposals for Waterfront District Parking Management Plan

Attachment 3 – Proposal from CDM Smith

Attachment 4 – Proposal from Walker Consultants

Attachment 5 – Proposal from Fehr & Peers

Financial Impact

Description: Appropriate \$54,244 from the Undesignated General Fund Balance

Funding Source: 100-0000-611.90-00

Budget Recap:

Total Estimated cost:	\$54,244	New Revenue:	\$
Amount Budgeted:	\$0	Lost Revenue:	\$
New funding required:	\$54,244	New Personnel:	\$

Council Policy Change: Yes ☐ No ☒