

VPD PROJECTS LIST

Agenda Item No.:06-08- 04

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	Category	Project Name	Previous Dates of Status Reported
ON-GOING LONG TERM PROJECTS			
1	VPD	Sale of Lot 2	04/13/17 - On-going marking for sale of lot
OTHER DEPART PROJECTS			
2	VPD/"PW	On-street / Directional Parking Signage Subcommittee to VPD Lots	04/25/12 – Discussed with Ad-Hoc 04/16/12 – Received bids for signs 03/27/12 – Discussed with Ad-Hoc Committee 4/18/12 – Proposed Date for Cal Poly Pomona Student Presentations to VPD Commission 03/09/12 – Cal Poly Pomona Presentation on Sign Pollution Project 05/12/11 – Subcommittee to report out at Commission Communications
ACTIVE PROJECTS			
3	VPD	Repair of Lot 1	03/13/14 – Status report provided 09/11/14 – Status report 03/12/15 – Status Report (going out to bid for engineering services – survey, plan and specification preparation) 04/13/17 – On hold
4	VPD	Amended Parking Fees and operations	11/12/15 – Chair Schowalter request this item be place on project list to track parking revenues from the new fees so as to determine when to start paying Public Works their share of residential parking permit for on-street parking. 04/13/17 – To be addressed with the new parking structure rates



CITY OF POMONA

VEHICLE PARKING DISTRICT

STAFF REPORT

Date: June 8, 2017 Agenda Item No. : 06-08-__

To: Chair and Vehicle Parking District Board of the Commissioners

Submitted by: Kirk Pelser, Deputy City Manager

Prepared by: Joaquin Wong, Senior Project Manager

Subject: ENGAGEMENT OF JR PARKING CONSULTINGS (JRPC) TO PROVIDE STRATEGIC PARKING CONSULTING AND ADVICE FOR DOWNTOWN POMONA ON AN HOURLY BASIS FOR AN AMOUNT NOT TO EXCEED \$29,500.

SUMMARY

Recommendations – That the Board of Parking Place Commissioners enter into a Professional Services Agreement with JR Parking Consultants (JRPC) to provide parking consulting services and advice for Downtown Pomona on an hourly basis for an amount not to exceed \$29,500.

Fiscal Impact – The cost to engage JR Parking Consultants is based on an hourly basis with a maximum not to exceed of \$29,500. Funds are available in the 2016 / 2017 and 2017 / 2018, Fiscal Year VPD budgets. If additional funds are necessary, the VPD may re-allocate and / or appropriate additional funds from the VPD budget.

BACKGROUND

Pomona's changing Downtown requires upgrading the current parking system. As a result, the Vehicle Parking District (VPD) and Downtown stakeholders have expressed a desire for parking structures in the Downtown. As an older built-out urban community, large vacant parcels of land are scarce, particularly in the Downtown. Most of the large open spaces are VPD parking lots. With land scarcity, surface parking is becoming inefficient and does not provide for the highest and best use of the property.

Currently, the City is in discussion and considering two major development projects in the Downtown. In response to future parking needs of the community, understanding that parking facilities will support and encourage the revitalization of the Downtown, the City Council appropriated former Redevelopment bond proceeds for the development of a parking structure in the Downtown. However, parking in the Downtown is an intergraded system that also requires analyzing current public and private parking needs to determine the future design of VPD Parking. As such a Request for Proposal (RFP) was issued to four parking consultants. Only JR Parking Consultants responded to the RFP.

DISCUSSION

Janis Rhodes Parking Consulting, Gibson Transportation Consulting, IDG Parkitechs and Fehr and Peers Transportation Consulting were sent Request for Proposals for parking consulting services. Only Janis Rhodes (JRPC) responded to the RFP. Gibson Transportation was unable to complete their proposal due to unforeseen circumstances and IDG was too busy to pursue additional projects. Fehr and Peers did not respond.

Essentially the assignment of the parking consultant is to analyze the City of Pomona's current Downtown parking program so as to provide review, advice, design, criteria, specifications, budget and related documents to integrate a new parking structure(s). Staff is looking to the JRPC to provide input and review comments to the design/build selection process including procurement document and selection of the design/build team. The following general scope of work was provided to the consultants:

- To assist the City team in providing design criteria and functional flow for the design of the parking structure. This process is aimed to provide a parking design that meets the needs of the Pomona community and downtown businesses and provides a design that incorporates the operational goals and components of the downtown parking system.
- Provide design requirements and specifications for parking control systems and parking operations management hardware and software.
- Develop a parking operations and maintenance budget for the proposed parking structure.
- Assist the City with selection of a parking management/operator for the existing downtown parking facilities (on-street and off-street) and the proposed parking structure.
- Review the existing management of operation of the existing downtown parking program (on-street and off-street) to provide a plan for the integrated management of all parking programs including the proposed downtown parking structure.

The preferred and most passable location for the first Downtown public parking structure is on VPD Lot 10. To determine the feasibility of developing a parking structure with the maximum number of parking stalls fiscally and physically possible to accommodate the current and future parking requirements of the Downtown, given the physical area, fiscal constraints and surrounding land uses, The consultant will work towards a parking system that address these needs.

JRPC has assembled a team to address the Downtown's parking needs. Established in 1998, the Principal, Janis Rhodes has both municipal (Former Parking Manager for the Cities of Pasadena and West Hollywood) and private sector experience as the former president of Parson's Development Company. Additionally she serviced as Transportation Planner, Assistant Director and Director for North Carolina State University for a total of 35 years of experience in the parking industry. The firm has worked throughout California as well as across the United States, consulting both public and private clients. They have provided project planning, management, and implementation of various projects and programs.

JRPC has outlined their assignment into six (6) tasks, each encompassing several actions. These tasks will be performed on a time and material basis for an amount not to exceed \$29,500. The fee schedule is included in JRPC proposal (Attachment). If further work is necessary, staff would bring it to the VPD Commission and the City Council if necessary for approval.

Attachments: JRPC's Proposal