



Department Source: Public Works

To: City Council

From: City Manager & Staff

Council Meeting Date: December 17, 2018

Re: Authorizing an Agreement for the Evaluation and Implementation of a Residential Parking by Permit Only (RPPO) Program

Executive Summary

Authorize the City Manager to execute a professional engineering services agreement with Walker Consultants to develop a formal plan to evaluate and implement a Residential Parking by Permit Only (RPPO) program in defined areas where residents have expressed a need for improved on-street parking management.

Discussion

Staff is requesting that Council authorize the City Manager to execute an agreement with Walker Consultants to develop a formal plan to evaluate and implement an RPPO program in defined areas where residents have expressed a need for improved on-street parking management. The purpose of the RPPO agreement is to develop a comprehensive analysis that provides both a quantitative and qualitative policy assessment and defines a process by which an RPPO program is established within a neighborhood and regulated by the City. The RPPO evaluation will provide the City with a policy guideline to assist City-recognized neighborhood associations with a format for requesting an RPPO review and the implementation of an RPPO program.

Walker Consultants met with staff and the Parking Advisory Commission (PAC) on October 3, 2018 to outline their qualifications and scope of services. At this time the PAC also requested a baseline parking utility review that included establishment of an RPPO process and staff concurred that this was needed. At the October 15th City Council meeting, Council requested an expedited proposal for an RPPO plan, as the funds for the plan have been set aside since October of 2017. Staff then requested a separate RPPO plan proposal from Walker. On November 12, 2018, the PAC reviewed both the Baseline and the RPPO proposal and requested that both proposals be completed concurrently, as they are related, most specifically through funding streams.

Staff and Walker Consultants will work to form a Neighborhood Parking Advisory Group to include representatives from all Columbia neighborhoods with a need for improved on-street parking management, and in turn will collaborate with this group during the RPPO plan process. Walker is prepared to begin work on the defined scope immediately upon receiving authorization to proceed by the City. The proposed project schedule is six (6) months, dependent upon the availability of advisory group members and City staff. Quarterly progress reports will be provided to the City Council.



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Walker will perform the services outlined on a time and materials basis, at the rates listed within their Standard Billing Rates attached to the agreement, for a not to exceed amount of \$125,000. The proposed fee limit reflects an estimated budget of \$40,000.00 for stakeholder engagement, \$32,000.00 for field data collection, and \$53,000.00 for RPPO program development, report and presentation preparation, and project team meetings.

Fiscal Impact

Short-Term Impact: \$125,000 for initial project completion to be paid from the Parking Utility, specifically from parking permit fees from downtown garages and surface lots.

Long-Term Impact: The long-term cost of managing multiple neighborhood RPPO programs is currently unknown. The RPPO plan will provide a financial assessment and recommendations related to the long-term costs and funding mechanisms for management of RPPO programs.

Strategic & Comprehensive Plan Impacts

Strategic Plan Impacts:

Primary Impact: Infrastructure, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:

Primary Impact: Land Use & Growth Management, Secondary Impact: Infrastructure, Tertiary Impact: Mobility, Connectivity, and Accessibility

Legislative History

Date	Action
11/12/2018	The PAC reviewed and approved both the RPPO and the Baseline Review proposal, requesting that both be performed concurrently.
11/05/2018	REP95-18-Timeline related to establishment of RPPO program provided to Council.
10/15/2018	Council requested an expedited RPPO Plan proposal.
10/03/2018	Walker Consultants presented to the PAC. The City entered into a 5 year agreement with Walker on an as needed basis for Parking Utility consultant services.
2/18/2017	B366-17- Amending Chapter 2 of the City Code to establish a parking advisory commission.



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09/18/2017	With the adoption of the FY2018 annual budget, Council authorized an increase to parking permit fees to fund the establishment of an RPPO program.
09/06/2017	Council requested creation of parking commission.
07/07/2017	Final PTMTF recommendations presented at Pre-Council meeting
02/06/2017	REP6-17 Parking and Traffic Management Task Force Final Report and Recommendations.
06/06/2016	R76-16-Establishing the Parking and Traffic Management Task Force (PTMTF).

Suggested Council Action

Authorize the City Manager to execute a professional engineering services agreement with Walker Consultants to develop a formal plan to evaluate and implement a Residential Parking by Permit Only (RPPO) program in defined areas where residents have expressed a need for improved on-street parking management.