

**CITY COUNCIL  
COMMUNICATION:**

**ITEM \_\_\_\_\_**

**OFFICE OF THE CITY MANAGER  
CITY OF DES MOINES, IOWA**

**99-102**

**SYNOPSIS -**

**AGENDA:**

MARCH 15, 1999

**SUBJECT:**

PARKING SYSTEM  
STUDY -  
CONSULTANT  
CONTRACT

A subcommittee of the Downtown Parking Committee has reviewed the proposals for a comprehensive parking system study, has interviewed the top three consultant teams, and recommends that the team of Carl Walker, Inc., including CH2MHill, Shive Hattery, and Springsted, be selected as the preferred team to conduct this parking study. At their February 22, 1999 meeting, the City Council approved this selection and authorized the City Manager to negotiate an "Agreement for Professional Services" with Carl Walker, Inc. The Downtown Parking Committee and staff recommend approval of the Agreement.

**TYPE:**

**FISCAL IMPACT -**

**RESOLUTION**  
ORDINANCE  
RECEIVE/FILE

The cost for this comprehensive study is for actual costs plus a fixed fee, not to exceed \$200,000. The source of funds is the Parking System.

**SUBMITTED BY:**

**RECOMMENDATION -**

FLOYD BENTZ, P.E.  
ACTING CITY  
ENGINEER

**Approval of the "Agreement for Professional Services" with Carl Walker, Inc. (Carl Walker, President), of Glendale Heights, Illinois, to conduct the Downtown Parking System Study.**

**BACKGROUND -**

On October 5, 1998, by Roll Call No. 98-3175, the City Council authorized the City Manager to proceed with a Request For Proposals (RFP) for a Parking System Study. This study was identified as a comprehensive study, similar to the 1982 "Central Business District Parking Study" that has guided the development and expansion of the Parking System since

1982.

On November 16, 1998, by Roll Call No. 98-3602, the City Council approved the "Request For Proposals For Downtown Parking Study," dated November 1998, based on the information presented to the City Council at the October 5, 1998 meeting and modified to incorporate additional comments from the Downtown Parking Committee. The RFP was sent to a total of six consultant firms nationwide, and a total of five proposals were submitted.

A subcommittee of the Downtown Parking Committee reviewed and rated all five proposals and recommended three firms for interviews. Interviews were held with the three teams during the week of February 8, 1999. The subcommittee determined that the team led by Carl Walker, Inc., was the best qualified and best prepared to conduct this important study, and recommends that they be selected.

On February 22, 1999, by Roll Call No. 99-535, the City Council approved the subcommittee recommendation and authorized the City Manager to negotiate an "Agreement for Professional Services" with Carl Walker, Inc., of Glendale Heights, Illinois, to conduct the Downtown Parking System Study.

An Agreement has been negotiated with Carl Walker, Inc., for actual costs plus a fixed fee, not to exceed \$200,000. The Downtown Parking Committee and staff recommend approval of the Agreement.