


COUNCIL COMMUNICATION

	Number:	19-286	Meeting:	June 24, 2019
	Agenda Item:	6	Roll Call:	19-0965
	Submitted by:	Steven L. Naber, P.E., City Engineer		

AGENDA HEADING:

Approving exception to Request for Proposal (RFP) process for good cause and approving a Professional Services Agreement (PSA) with Walker Parking Consultants/Engineers, Inc. (d/b/a Walker Consultants) for professional services for the On-Street Parking Technology Implementation, not to exceed \$95,000.

SYNOPSIS:

Recommend approval of exception to the Engineering Department's RFP process for good cause and approval of the PSA with Walker Parking Consultants/Engineers, Inc. (d/b/a Walker Consultants), 1660 South Highway 100, Suite 545, Minneapolis, MN 55416, for a total cost not to exceed \$95,000, based on hourly rates and reimbursable costs, to provide professional services for the On-Street Parking Technology Implementation.

FISCAL IMPACT:

Amount: \$95,000

Funding Source: 2019-2020 Operating Budget, Page 78, Engineering Department, T&T – Parking Meter Maintenance and Collection, E051 EG062087, Parking Operations Fund

ADDITIONAL INFORMATION:

- The City currently has 2,993 parking meters for 3,391 metered spaces. Of those 2,993 meters, 1,091 are IPS Group Smart Parking Meters, which accept coins, smart cards, and credit cards, and 1,902 of those meters are POM Parking Meters which accept coins and smart cards.
- The City has received multiple requests from constituents, including requests from representatives of the Des Moines Downtown Chamber of Commerce and Greater Des Moines Partnership, to improve the on-street parking system technology.
- At the Council Quarterly Planning Session on January 30, 2019, Council gave direction to City staff to pursue an overhaul of the on-street parking system by removing the parking meters (at a minimum the highest value parking meters in the core downtown area), and replacing with Multi-Space Pay Stations along with a pay-by-phone (payment application) payment option.

- Walker Consultants assisted City staff in the preparation for the Council Quarterly Planning Session discussion and assisted the City with the solicitation of proposals from vendors for the Car Park Management System for the City parking garages.
- The first step in pursuing an overhaul of the on-street parking system is to issue a RFP to evaluate the options in the market place for the Multi-Space Pay Stations and pay-by-phone (payment app) payment applications. A stakeholder committee, including the Ward 3 and Ward 4 Councilmembers, representatives from the Des Moines Downtown Chamber, Greater Des Moines Partnership, Downtown Neighborhood Association, and Historic East Village Board will be included in the process to determine desired options and performance of the on-street parking system.
- The City Engineer recommends that good cause exists to exempt the procurement of these professional services from the Engineering Department's RFP process, including advertisement, in order to ensure compatibility between the on-street parking system, parking garages, and pay-by-phone payment application. Walker Consultants is qualified to perform the professional services and was selected to complete the On-Street Parking Technology Implementation based on their inherent knowledge of the City's parking system (on-street and parking garages) and their past experience assisting the City with improving the Car Park Management System technology.
- City staff have negotiated a PSA with Walker Consultants for a total cost not to exceed \$95,000, based on hourly rates and reimbursable costs to provide professional services for the On-Street Parking Technology Implementation.

PREVIOUS COUNCIL ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

Potential Actions related to:

- PSA for design and/or construction administration.
- Procurement of software and/or equipment.
- Public Improvements – ordering construction, public hearing, receive and file bids, designate lowest bidder, approval of contract and bond, partial payments to the contractor, and final acceptance of work.

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