

Metropolitan Transportation Commission
Administration Committee

January 10, 2024

Agenda Item 2b-24-0004

Consultant Contracts – Parking Management Planning Grant Consulting Services

Subject:

Request to authorize the Executive Director to negotiate and enter into consultant contracts identified below to support the awarded parking management planning grants.

- i. Curb Management Plans for Cities of Petaluma and Santa Rosa – Sam Schwartz Company (\$307,000)
- ii. Curb Management Plans for Cities of Sausalito and Walnut Creek – Fehr & Peers (\$301,015)
- iii. Update to Parking Policies for the Cities of Menlo Park, San Mateo, and Vallejo – AECOM (\$475,000)
- iv. Develop Parking Strategies for the Cities of Concord, Lafayette, and Napa – CHS Consulting Group (\$565,000)

Background:

MTC has long provided technical assistance and guidance to local jurisdictions to advance local parking policies and strategies through planning and implementation grants. The grant projects will advance Plan Bay Area 2050 (PBA 2050) Environment Strategy 9 implementation and contribute to achieving the region's statutory 19 percent per capita greenhouse gas (GHG) emissions reduction target, as well as MTC's Transit Oriented Communities (TOC) Policy, Active Transportation Plan and Complete Streets Policy. In June 2023, the Commission awarded a total of \$1,648,015 to ten agencies through the parking management planning grant program. The time frame for all projects will be eighteen (18) months from contract execution.

Procurement:

In May 2021, after a competitive procurement, the Administrative Committee authorized the Executive Director to establish a bench of pre-qualified firms to provide planning services. Twenty-eight firms are approved to be part of Regional Planning Bench Service Category 5: Transportation Policy and Implementation, which includes parking. After a comparative review

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of the Statement of Qualifications (SOQs) submitted by the firms in Service Category 5 and narrowing the list to those with parking management planning experience, staff recommends a direct selection of four firms: 1) Sam Schwartz Company, 2) Fehr & Peers, 3) AECOM, and 4) CHS Consulting Group.

1) Parking Management Planning Grants – Petaluma and Santa Rosa Curb Management Planning

Sam Schwartz Company will provide planning services for the cities of Petaluma and Santa Rosa. The two projects have been combined under one procurement due to their interrelated scopes. Sam Schwartz Company will develop a comprehensive parking, curb management, and access plan to maximize efficiency of the system, reduce emissions, encourage non-auto travel, align with the MTC TOC Policy, and support development in downtown Petaluma and Santa Rosa. Sam Schwartz meets the requirements of the projects having helped cities across the U.S. reevaluate how the curb operates and forecasting parking need through the following projects:

- The NYC DOT Citywide Curb Management Action Plan
- Oakland Department of Transportation’s demand-based parking management system
- Move Culver City curb lane pilot demonstrations
- Chicago’s Randolph Street parking demand and curbside activity data analysis
- Village of La Grange, IL comprehensive district-wide assessment
- San Francisco County Transportation Authority (SFCTA) and the City of Mountain View parking pricing study

2) Parking Management Planning Grants – Sausalito and Walnut Creek Curb Management Planning

Fehr & Peers will provide planning services for the cities of Sausalito and Walnut Creek. The two projects have been combined under one procurement due to their interrelated scopes. Fehr & Peers will develop data-driven standards to optimize the curb by balancing parking, loading, pedestrian and bicycle infrastructure, placemaking, accessibility, safety, the MTC Transit Oriented Communities (TOC) Policy, and equity in downtown Sausalito and Walnut Creek. Fehr

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& Peers meets the requirements of the projects helping cities developing curb management policies and forecasting parking need through the following projects:

- Boulder Curbside Management Plan
- Des Moines Downtown Curbside Management
- UCSF Parnassus Curb Management Plan
- UCSF Parnassus Parking Assessment & TDM
- King County Metro Right Size Parking

3) Parking Management Planning Grants – Update to Parking Policies for the Cities of Menlo Park, San Mateo, and Vallejo

AECOM will provide planning services for the cities of Menlo Park, San Mateo, and Vallejo. The three projects have been combined under one procurement due to their interrelated scopes. AECOM will assist the cities in aligning existing parking requirements with the MTC TOC Policy and evaluate parking requirements for areas outside of the TOC policy areas. AECOM meets the requirements of the projects helping cities developing curb management policies and forecasting parking need through the following projects:

- LA Metro Microtransit Pilot Project
- City College of San Francisco campuswide approach to curb management
- Downtown Marysville Specific Plan
- Stanford University General Use Permit
- Housing Element Update, City of West Sacramento
- City and County of San Francisco, Pier 70 Transportation Plan

4) Parking Management Planning Grants – Develop Parking Strategies for the Cities of Concord, Lafayette, and Napa

CHS Consulting Group will provide planning services for the cities of Concord, Lafayette, and Napa. The three projects have been combined under one procurement due to their interrelated scopes. CHS Consulting Group will identify parking management strategies that seeks an efficient balance between future parking demand, new housing, the MTC TOC Policy, and

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increased multi-modal travel throughout Downtown Concord, Lafayette, and Napa. CHS Consulting Group meets the requirements of the projects helping cities developing curb management policies and forecasting parking need through the following projects:

- Performance-Based Parking Management Manual, Portland, OR
- Dwell Time Study (5-minute stalls), Portland, OR
- Performance-Based Parking System, Arlington County, Virginia
- City of Berkeley Multifamily Housing Parking Study
- Five Wounds Urban Village Specific Plan City of San Jose

Issues:

None identified.

Recommendations:

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into the following contracts to provide services to a total of ten Parking Management program planning grantees:

- 1) A contract for Petaluma and Santa Rosa curb management planning with Sam Schwartz Company, in an amount not to exceed \$307,000.
- 2) A contract for Sausalito and Walnut Creek curb management planning with Fehr & Peers, in an amount not to exceed \$301,015.
- 3) A contract to update parking policies for the Cities of Menlo Park, San Mateo, and Vallejo with AECOM, in an amount not to exceed \$475,000.
- 4) A contract to develop parking strategies for the Cities of Concord, Lafayette, and Napa with CHS Consulting Group, in an amount not to exceed \$565,000

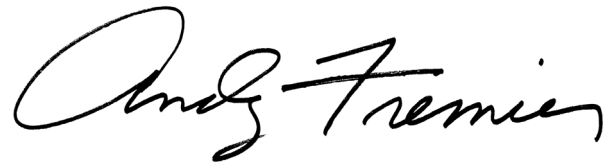
Attachments:

- Attachment A-1: Sam Schwartz Company and its Subcontractors' Disadvantaged Business Enterprise and Small Business Enterprise Status

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- Attachment A-2: Fehr & Peers and its Subcontractors' Disadvantaged Business Enterprise and Small Business Enterprise Status
- Attachment A-3: AECOM and its Subcontractors' Disadvantaged Business Enterprise and Small Business Enterprise Status
- Attachment A-4: Sam Schwartz Company and its Subcontractors' Disadvantaged Business Enterprise and Small Business Enterprise Status
- Attachments B1, B2, B3 and B4: Request for Committee Approval Summary Sheets of Proposed Contracts

A handwritten signature in black ink, reading "Andrew B. Fremier". The signature is written in a cursive, flowing style.

Andrew B. Fremier

Attachment A-1

Disadvantaged Business Enterprise and Small Business Enterprise Status

Petaluma and Santa Rosa Parking Management Planning Grants

	Firm Name	Role on Project	DBE* Yes / No	If DBE Yes, List #	SBE** Yes / No	If SBE Yes, List #
Prime Contractor	Sam Schwartz Company	Prime	No		No	
Subcontractors	Convey, Inc.	Subconsultant	Yes	38411	No	

*Denotes certification by the California Unified Certification Program (CUCP).

**Denotes certification by the State of California.

Attachment A-2

Disadvantaged Business Enterprise and Small Business Enterprise Status

Sausalito and Walnut Creek Parking Management Planning Grants

	Firm Name	Role on Project	DBE* Yes / No	If DBE Yes, List #	SBE** Yes / No	If SBE Yes, List #
Prime Contractor	Fehr & Peers	Prime	No		No	
Subcontractors	Dixon Resources Unlimited	Subconsultant	Yes	42758	No	
	Winter Consulting	Subconsultant	Yes	42874	No	

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Attachment A-3

Disadvantaged Business Enterprise and Small Business Enterprise Status

Menlo Park, San Mateo, and Vallejo Parking Management Planning Grants

	Firm Name	Role on Project	DBE* Yes / No	If DBE Yes, List #	SBE** Yes / No	If SBE Yes, List #
Prime Contractor	AECOM	Prime	No		No	
Subcontractors	Ann Cheng Consulting LLC	Subconsultant	Yes	50250	No	
	Transportation Analytics	Subconsultant	Yes	36177	No	
	ActiveWayz Engineering	Subconsultant	Yes	43754	No	

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Attachment A-4

**Disadvantaged Business Enterprise and Small Business Enterprise Status
Concord, Lafayette, and Napa Parking Management Planning Grants**

	Firm Name	Role on Project	DBE* Yes / No	If DBE Yes, List #	SBE** Yes / No	If SBE Yes, List #
Prime Contractor	CHS Consulting Group	Prime	No		No	
Subcontractors	Ann Cheng Consulting LLC	Subconsultant	Yes	50250	No	
Subcontractors	Convey	Subconsultant	Yes	38411	No	
Subcontractors	Wiltec	Subconsultant	Yes	8440	No	

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Attachment B-1: Request for Committee Approval

Summary of Proposed Consultant Contract for Parking Management Planning Grant

Consulting Services

Work Item No.: 1413

Consultant: Sam Schwartz Company, Oakland, CA

Work Project Title: Parking Management Planning Grant – Petaluma and Santa Rosa Curb Management Planning

Purpose of Project: To provide parking planning services for the cities of Petaluma and Santa Rosa

Brief Scope of Work: To develop a comprehensive parking, curb management, and access plan to maximize efficiency of the system, reduce emissions, encourage non-auto travel, align existing parking requirements with the MTC Transit Oriented Communities (TOC) Policy, and support development in downtown Petaluma and Santa Rosa.

Project Cost Not to Exceed: \$307,000

Funding Source: FY2023-24 budget: OBAG 3, STBG

Fiscal Impact: Funding is included in the FY 2023-24 Agency Budget.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with Sam Schwartz Company, in an amount not to exceed \$307,000 for Parking Management Planning Grant Consulting Services described above and in the Administration Committee Summary Sheet dated January 10, 2024, and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$307,000 for such contract.

Administration Committee:

Gina Papan, Chair

Approved:

January 10, 2024

Attachment B-2: Request for Committee Approval

**Summary of Proposed Consultant Contract for Parking Management Planning Grant
Consulting Services**

Work Item No.: 1413

Consultant: Fehr & Peers, San Francisco, CA

Work Project Title: Parking Management Planning Grant – Sausalito and Walnut Creek
Curb Management Planning

Purpose of Project: To provide parking planning services for the cities of Sausalito and Walnut Creek

Brief Scope of Work: To develop data-driven standards to optimize the curb by balancing parking, loading, pedestrian and bicycle infrastructure, placemaking, accessibility, safety, the MTC Transit Oriented Communities (TOC) policy, and equity in downtown Sausalito and Walnut Creek

Project Cost Not to Exceed: \$301,015

Funding Source: FY2023-24 budget: OBAG 3, STBG

Fiscal Impact: Funding is included in the FY 2023-24 Agency Budget.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with Fehr & Peers, in an amount not to exceed \$301,015 for Parking Management Planning Grant Consulting Services described above and in the Administration Committee Summary Sheet dated January 10, 2024, and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$301,015 for such contract.

Administration Committee:

Gina Papan, Chair

Approved: January 10, 2024

Attachment B-3: Request for Committee Approval

**Summary of Proposed Consultant Contract for Parking Management Planning Grant
Consulting Services**

Work Item No.: 1413

Consultant: AECOM, Oakland, CA

Work Project Title: Parking Management Planning Grant – Update to Parking Policies for the Cities of Menlo Park, San Mateo, and Vallejo.

Purpose of Project: To provide parking planning services for the cities of Menlo Park, San Mateo, and Vallejo.

Brief Scope of Work: To assist the cities in aligning existing parking requirements with MTC Transit Oriented Communities (TOC) Policy and evaluate parking requirements for areas outside of the TOC policy areas.

Project Cost Not to Exceed: \$475,000

Funding Source: FY2023-24 budget: OBAG 3, STBG

Fiscal Impact: Funding is included in the FY 2023-24 Agency Budget.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with AECOM, in an amount not to exceed \$475,000 for Parking Management Planning Grant Consulting Services described above and in the Administration Committee Summary Sheet dated January 10, 2024, and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$475,000 for such contract.

Administration Committee:

Gina Papan, Chair

Approved: January 10, 2024

Attachment B-4: Request for Committee Approval

**Summary of Proposed Consultant Contract for Parking Management Planning Grant
Consulting Services**

Work Item No.: 1413

Consultant: CHS Consulting Group, Oakland, CA

Work Project Title: Parking Management Planning Grant – Develop Parking Strategies for the Cities of Concord, Lafayette, and Napa.

Purpose of Project: To provide parking planning services for the cities of Concord, Lafayette, and Napa.

Brief Scope of Work: To identify parking management strategies that seeks an efficient balance between future parking demand, new housing, the MTC Transit Oriented Communities (TOC) policy, and increased multi-modal travel throughout Downtown Concord, Lafayette, and Napa.

Project Cost Not to Exceed: \$565,000

Funding Source: FY2023-24 budget: OBAG 3, STBG

Fiscal Impact: Funding is included in the FY 2023-24 Agency Budget.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with CHS Consulting Group, in an amount not to exceed \$565,000 for Parking Management Planning Grant Consulting Services described above and in the Administration Committee Summary Sheet dated January 10, 2024, and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$565,000 for such contract.

Administration Committee:

Gina Papan, Chair

Approved: January 10, 2024