



# STAFF REPORT

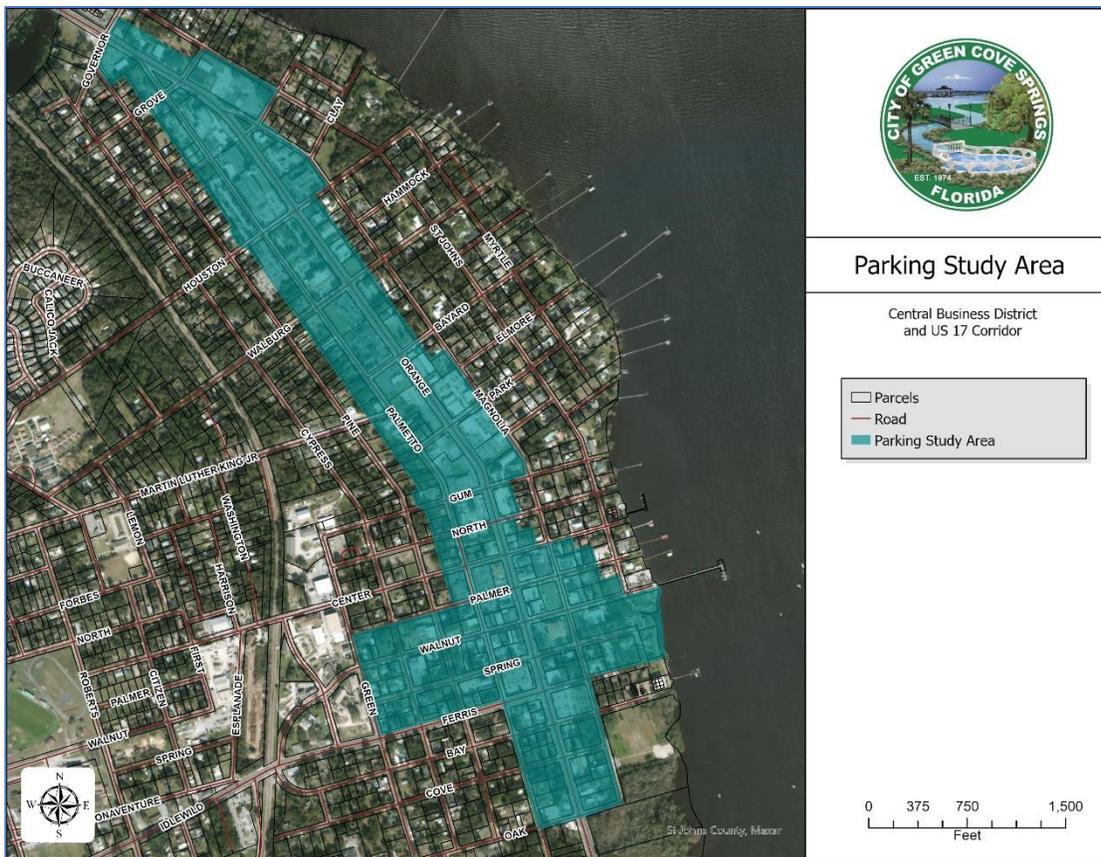
## CITY OF GREEN COVE SPRINGS, FLORIDA

**TO:** City Council **MEETING DATE:** October 19, 2021  
**FROM:** Michael Daniels, AICP, Planning & Zoning Director  
**SUBJECT:** Award of Bid LC 2021-10 for the completion of a Downtown and US 17 Corridor Parking Study

### BACKGROUND

The City executed a Request for Proposals (RFP) on September 7, 2021 for the completion of a Parking Study for the Downtown and the north US 17 Corridor—see Study Area in Figure 1. The intent behind the study is to provide a parking inventory and map existing public and private parking; analyze current and future parking needs and opportunities; and provide recommendations through the development of a parking plan.

**Figure 1: Project Study Area**



Bid LC 2021-10 was opened on September 28, 2021, and there were three qualified bidders who responded to this project. A selection committee was organized to review each proposal. The Selection Committee included City Manager Steve Kennedy, Assistant City Manager Mike Null, Assistant Public Works Director Steve Thomas, Clay County Zoning Chief Michael Brown and Planning and Zoning Director Michael Daniels.

Bidders included: THA Consulting Inc., TJKM Transportation Consultants, and Walker Consultants. The Selection Committee met on October 11th to discuss the bids. All five committee members ranked THA Consulting, Inc. as the top bidder. The proposed Professional Service Agreement, which includes the bid from THA Consulting, Inc as Exhibit A, is included in the packet as well as the bids from the other two firms. The results of the bid rankings are provided in table 1 below.

**Table 1. Ranking of Bidders**

	<b>Mike Daniels</b>	<b>Mike Null</b>	<b>Steve Kennedy</b>	<b>Steve Thomas</b>	<b>Michael Brown</b>
<b>1</b>	THA	THA	THA	THA	THA
<b>2</b>	TJKM	WALKER	TJKM	TJKM	TJKM
<b>3</b>	WALKER	TJKM	WALKER	WALKER	WALKER

**FISCAL IMPACT**

The funds for this project (\$60,832) will be paid out of the General Fund for FY 21/22 or utilizing funds from the American Rescue Plan (ARP) and the costs will be shared between the City and Clay County.

**RECOMMENDATION**

Staff recommends the award of Bid LC 2021-10 to THA Consulting, Inc.