

TASK ORDER NO. 8

CITY OF LAKE WORTH BEACH DOWNTOWN PARKING STUDY UPDATE

THIS TASK ORDER No. 8 FOR PROFESSIONAL CONSULTING SERVICES ("Task Order" hereafter) is made on the ____ day of _____, 2020, between the **City of Lake Worth Beach**, a Florida municipal corporation located at 7 North Dixie Highway, Lake Worth Beach, Florida 33460 ("City" hereafter) and WGI, a Florida corporation, whose local business address is 2035 Vista Parkway, West Palm Beach, FL 33411, ("Consultant" hereafter).

1.0 Project Description:

The City desires the Consultant to provide those services as identified herein for the Project. The Project is described in the Consultant's Proposal, dated December 20, 2019, and attached hereto as Exhibit "A" and incorporated herein.

2.0 Scope

Under this Task Order, the Consultant will provide the City of Lake Worth Beach those services identified in Exhibit "A".

3.0 Schedule

The services to be provided under this Task Order shall be completed within 120 days from written notice to proceed by the City.

4.0 Compensation

This Task Order is issued for a not to exceed amount of \$45,500. Exhibit "A" identifies all costs and expenses, the Consultant shall be solely responsible for any and all amounts which exceed those stated in Exhibit "A" unless approved in writing by the City.

5.0 Authorization

This Task Order is issued in compliance with the Consultant's contract with the City of Lake Worth Beach, entitled Professional Services Agreement effective as of July 1, 2014 ("Agreement" hereafter). This Task Order shall be subject to all terms and conditions set forth in the Agreement. If there are any conflicts between the Agreement and Exhibit "A", the Agreement shall prevail.

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IN WITNESS WHEREOF, the parties hereto have made and executed this Task Order for _____ on day set forth above.

CITY OF LAKE WORTH BEACH

By: _____
Michael Bornstein, City Manager

ATTEST:

Deborah Andrea, City Clerk

Approved as to form and legal sufficiency:

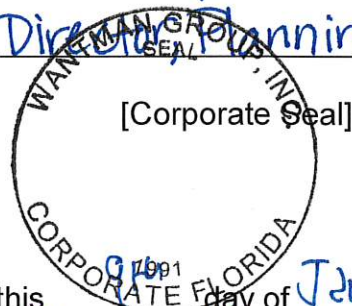
Christy Goddeau, City Attorney

Consultant:

By: Lindsay Libes

Print Name: Lindsay Libes

Print Title: Director, Planning



STATE OF Florida
COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me this _____ day of January, 2020, by WGI Lindsay Libes as Planning Director of _____, a Florida corporation, and who is personally known to me or who has produced the following _____ as identification.

Cyndy Little

Notary Public

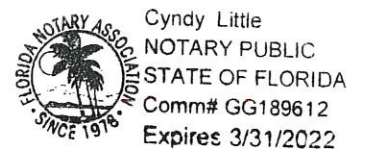


EXHIBIT "A"

**CONSULTANT'S PROPOSAL – DECEMBER 20, 2019
CITY OF LAKE WORTH BEACH
DOWNTOWN PARKING STUDY – PHASE 2 IMPLEMENTATION PLAN**

The City has recognized the importance of studying the feasibility of downtown paid parking, as recommended in the 2018 Downtown Parking Study performed by WGI. Creating a parking program is necessary to manage the on and off-street public parking with a high level of patron satisfaction. It is also important to plan for creating additional parking capacity including a potential parking structure. The goal of the program is to manage capacity so patrons are confident they can visit downtown and find available parking. Access to parking will help promote the continued development of Downtown.

UPDATE KEY AREAS OF 2018 DOWNTOWN PARKING STUDY

- A. Due diligence review of parking study information including:
 - 1. Confirm parking inventory.
 - 2. Work with the City to identify new ownership of certain parcels and the possible effect on the private parking supply open to the public.

- B. Review and revise financial pro-forma model,
 - 1. Consult with the City to refine and update the study's proposed parking structure financial pro-forma including hourly rates and hours of operation.
 - 2. Adjust financial pro-forma to include the most recent parking structure concept site requirements and conditions for development.
 - 3. Create a version of the pro-forma model with variable fields for hours of operation, days of operation and rates. The goal is to understand the potential impact of operating hours and rates as they relate to overall parking system financial status. This will help the City broadly understand whether the parking system would be self-funded or need a subsidy from the City depending on the hours, rates, days and operational methods chosen.

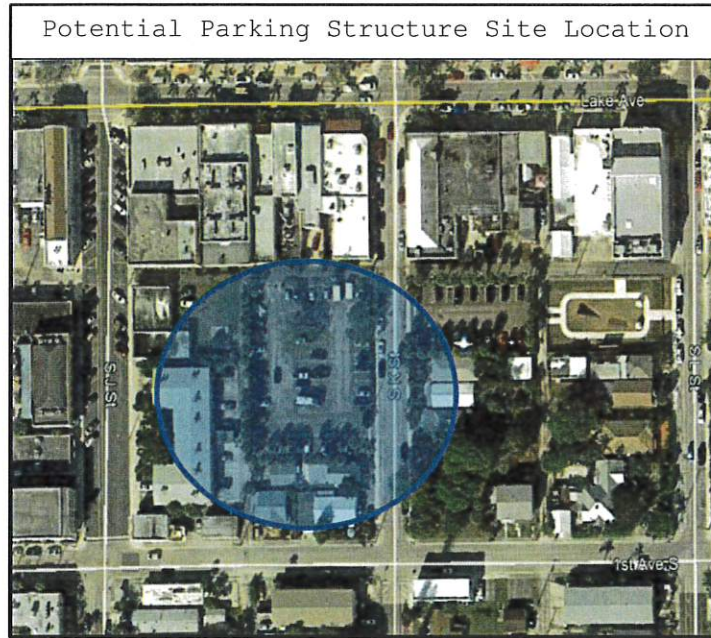
- C. Expand boundary for study area west from Federal Highway to the railroad tracks. The original Downtown Core study area reviewed was between Federal Highway and Dixie Highway.
 - 1. Adjust parking study inventory to include on and off-street public parking supply.
 - 2. Site visit to conduct a windshield review of current demand for inventory added to the study.

- D. Determine a pay parking implementation area considering Lake Ave. and Lucerne Ave. from the railroad tracks to Golfview Road, and the few blocks north and south.

- E. Develop a procedural outline for the Residential and Employee Permit programs.
 - 1. Determine geographical boundaries for residential parking permit program by collecting utilization data through observations and consultation with City staff.
 - 2. Develop an online survey to gather information from downtown associations and businesses defining their needs for employee parking.
 - 3. Create procedures for the program including eligibility criteria, cost, application and approval process, and enforcement.

- F. Update Parking Structure Site Concepts
 - 1. WGI will provide parking structure concept layouts and related functional information for the selected site.
 - a. Conceptual site plan showing location and relationship to existing buildings
 - b. Parking space layout and vehicle circulation
 - c. Number of parking spaces
 - d. Entry / Exit lane locations
 - e. Pedestrian linkage to buildings
 - f. Potential for occupied office / retail / public space
 - g. Relationship to the peripheral road system and destinations
 - h. Estimate of probable construction costs. Estimates will be based on a "cost per square foot" and "cost per parking space" basis.

 - 2. WGI will utilize a local architect to develop architectural renderings to show mass, relationship to downtown and surround buildings, and potential architectural treatment. Renderings will be available in electronic format for presentation, but also can be printed for demonstration boards and public presentations.



PROJECT SCHEDULE

WGI is available to begin project upon approval by the City of Lake Worth Beach.

PROPOSED FEES

Lump Sum Fee of \$45,500. Printed materials, boards and other promotional items will be reimbursed at cost.

- *Parking study update and revised financial proforma*
- *Outline of Residential and Employee Permit program*
- *Updating the parking concepts and developing architectural renderings*
- *Three on-site meetings with City Staff / stakeholders*