



**BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND**

**AB 5970
November 9, 2021
Regular Business**

AGENDA BILL INFORMATION

TITLE:	Town Center Parking Study Consultant Finalist Presentations	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Receive consultant finalist presentations and participate in Q&A sessions.	

DEPARTMENT:	Public Works	
STAFF:	Jason Kintner, Chief of Operations Ed Holmes, Chief of Police Jeff Thomas, Interim Community Planning & Development Director Ed Holmes, Chief of Police Sarah Bluvas, Economic Development Coordinator, CPD	
COUNCIL LIAISON:	n/a	Choose an item. Choose an item.
EXHIBITS:	1. RFP: 2021/2022 Town Center Parking Study 2. First Round Interview Agenda 3. First Round Interview Scoring Rubric 4. First Round Scores 5. Submittal Materials and Finalist Presentation: Framework 6. Submittal Materials and Finalist Presentation: Walker Consultants	
CITY COUNCIL PRIORITY:	3. Implement an economic development program.	

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ 80,000
APPROPRIATION REQUIRED	\$ 0

SUMMARY

On August 5, 2021, the City released the Request for Proposals (RFP) for a Town Center Parking Study. Tonight, the two finalists will deliver brief presentations on their proposals and take questions from the City Council. Staff will return on November 16, 2021, at which time the City Council will deliberate and select a final consultant and authorize the City Manager to negotiate the final scope of work and agreement with the selected firm.

PARKING STUDY GOALS AND SCOPE OF WORK

Staff conducted a project scoping session with the City Council on May 18 ([AB 5872](#)) and received approval of the study goals and scope of work on July 20 ([AB 5915](#)). The following goals for Town Center parking were included in the RFP issued on August 5, 2021:

1. Create a parking program that activates Town Center, supports small businesses, and enhances the Town Center visitor experience.
2. Ensure Mercer Island residents have priority access to public transportation.
3. Determine if on-site commercial and multi-family residential parking is adequately supplied and utilized. Identify options for increasing and/or regulating its use.

Additionally, the RFP prioritized six areas of analysis for the parking study:

- Parking Supply
- Parking Usage
- Parking Regulations
- Parking Management
- Wayfinding
- Town Center Activation

See Exhibit 1 for the RFP issued on August 5.

CONSULTANT INTERVIEW PROCESS

The City received submittals from the following five qualified firms:

- Barney & Worth / Rick Williams Consulting
- DN Traffic Consultants
- Framework
- Transpo Group
- Walker Consultants

All five firms were invited to participate in first-round interviews, which took place via Zoom on October 12 and 13. The interview committee included four staff members and two Councilmembers:

- Councilmember Salim Nice
- Councilmember Craig Reynolds
- Jeff Thomas, Interim Community Planning & Development Director
- Patrick Yamashita, City Engineer / Deputy Public Works Director
- Mike Seifert, Operations Commander, MIPD
- Sarah Bluvus, Economic Development Director, CPD

Firms delivered brief presentations on their proposals and answered additional interview questions that were provided to firms a week in advance (Exhibit 2). Interview panelists evaluated and scored firms on four main criteria: project understanding, professional qualifications, relevant project experience, and methodology. Panelists could also award up to 20 additional points to each project team based on assessment of a team's character, organizational fit, presentation style, etc. (Exhibit 3).

Based on the first-round scores (Exhibit 4), the City invited three firms to submit a high-level budget for their proposal and to talk with City Manager Jessi Bon, which took place via Zoom on October 27, 2021. City Manager Bon then consulted with the staff project team and selected two firms to return for final interviews with the City Council. The two firms for Council's consideration include:

Framework: Framework is an interdisciplinary planning and design firm founded in 2013. The project team brings extensive local and national experience focused on parking, downtown planning, and place-based mobility solutions to support thriving town centers and neighborhood districts. In the

Pacific Northwest, Framework has successfully developed parking plans for the Cities of Bainbridge Island, Olympia, and Redmond. Other recent downtown planning work includes the Downtown Master Plan for the City of Pullman, WA, and the Downtown Plan for the City of Spokane, WA (Exhibit 5). Project Manager Jeff Arango was also a member of a different consulting team that conducted the 2016 Town Center Parking Study.

Walker Consultants: Walker Consultants is a global parking and transportation consulting firm with offices in Seattle and around the US. Walker possesses a strong foundation as an industry leader in all aspects of parking and curb use, including planning, operations, policy, design, financing, and technology. Recent West Coast projects include revitalizing the parking and curb access programs in Boulder, CO, in which Walker pivoted to implement a COVID-19-safe community engagement strategy that ultimately engaged nearly 10,000 participants; and a downtown parking and mobility plan + parklet program for Benicia, CA (Exhibit 6).

NEXT STEPS

Tonight, the City Council will receive brief presentations from and participate in a Q&A with the project managers of Framework and Walker Consultants. Approximately 30-minutes is reserved for each interview. Staff will return on November 16, at which time the City Council will deliberate and vote on a final consultant selection and authorize staff to negotiate the final scope of work and agreement with the selected firm. Staff are also in the process of completing due diligence for each finalist and will provide reference checks in the November 16 agenda packet.

The City Council approved \$80,000 in the 2021-2022 biennial budget to conduct this study: \$40,000 from the General Fund (transferred to the Street Fund). The remaining \$40,000 will come from Sound Transit Mitigation dollars for allowable use on the portion of the study that addresses mitigation impacts. An additional appropriation may be needed for this project, depending on the final scope of work. If necessary, staff will return to City Council once the consultant has been selected to approve the scope of work and appropriate additional funding.

Staff anticipate that the project will complete by the end of 2022.

RECOMMENDED ACTION

Receive the consultant finalist presentations and participate in Q&A sessions.