

# Agenda Report

TO: CITY COUNCIL

Date: September 10, 2001

FROM: City Manager

SUBJECT: Authorization to Amend Contract No. 17,528 with Meyer Mohaddes Associates Inc. to Provide a Financial Analysis for the Proposed Shared Use of a Parking Structure as part of the Ambassador Campus Development Plan

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Authorize the City Manager to amend Contract No. 17,528 by \$54,900 for a new amount not to exceed \$129,890 with Meyer Mohaddes Associates Inc. to provide a financial analysis for the proposed shared use of the parking structure to serve the Ambassador Auditorium and long-term parking demand in Old Pasadena, and financial implications for parking revenues in the Old Pasadena parking structures; and
2. Approve a journal voucher recognizing \$17,410 from Legacy Partners to pay for a portion of the financial analysis and appropriate it to the Old Pasadena Parking Traffic Improvement project (budget account 75814).

## **BACKGROUND:**

In October 2000, a Request for Proposals (RFP) was issued to enlist the services of a firm to perform a parking study in the Old Pasadena area. Through this process, Meyer Mohaddes Associates Inc. was hired and commenced work on the study in November 2000. They have since completed work on the parking study, and have produced preliminary results. The original amount of this contract was \$74,990.

Staff now proposes to expand the scope of work for Meyer Mohaddes to conduct a financial analysis for the proposed shared use of the parking structure to serve the Ambassador Auditorium as part of the Ambassador Campus Development Plan. This analysis would also examine the use of this structure to service long-term parking demand in Old Pasadena through the operation of a shuttle bus service. Finally, the cumulative results of this analysis and the Old Pasadena Parking Study would be used to outline the financial implications of various parking rate structures on revenues for the Old Pasadena structures, and their ability to meet operating and long-term debt service obligations.

Since Meyer Mohaddes has all the current data collected for the Old Pasadena area as part of their work on the parking study, the completion of the financial analysis would be a natural extension of that work. The findings of the financial analysis would be reviewed in conjunction with the findings of the Old

MEETING OF ~~9/10/2001~~ 9/17/2001

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Pasadena Parking Study to determine the total system impacts that a shared use parking structure, and the operation of a shuttle bus service would provide, as well as provide a foundation for developing and recommending different rate structures for the Old Pasadena structures.

The total cost of this financial analysis is \$54,900, of which \$17,410 will be paid by Legacy Partners, the Developer, upon approval of this contract amendment and prior to commencement of any work. Legacy Partners' portion represents the costs of the tasks associated with developing a preliminary parking program description, the supply and demand analysis of the parking structure, the feasibility evaluation, the report, and any meeting costs. The City will incur costs of \$37,490, associated with an analysis of the shuttle bus operation, a count of parking tickets and register tapes for a two-day period in the Old Pasadena structures, and a report on the financial implications that different parking rates would have on the revenues of these structures. The final costs of the contract will not exceed \$129,890.

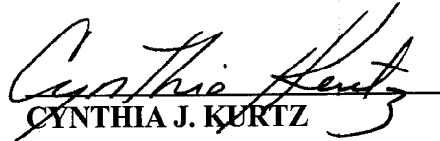
**OPPMZAC RECOMMENDATION:**

At their regular meeting of August 23, 2001, the Old Pasadena Parking Meter Zone Advisory Commission (OPPMZAC) reviewed the expanded scope of work and costs associated with performing the services thereof. By a vote of 4 to 1 in favor, the Commission concurred with staff's recommendation to amend the contract with Meyer Mohaddes as detailed above in this report.

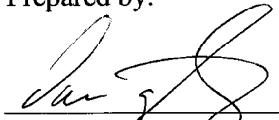
**FISCAL IMPACT:**

With approval of the above journal voucher recognizing Legacy Partners' portion of this cost, sufficient funds for the City's portion of these costs are available in the Capital Improvement Project – Old Pasadena Parking Traffic Improvement (75814) for this contract amendment.


Respectfully submitted,

  
CYNTHIA J. KURTZ  
City Manager


Prepared by:

  
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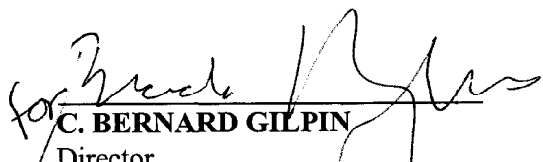
Concurred:

  
RICHARD J. BRUCKNER  
Director  
Planning & Development Department

Reviewed by:

  
BAHMAN JANKA  
Transportation Administrator  
Public Works & Transportation Department

Approved:

  
C. BERNARD GILPIN  
Director  
Public Works & Transportation Department