



City of Palo Alto

City Council Staff Report

(ID # 5818)

Report Type: Consent Calendar

Meeting Date: 12/14/2015

Summary Title: New Downtown Parking Garage RFP

Title: Approval of Scope of Work and Evaluation Criteria for Request for Proposals for Design Development, Environmental Review and Preparation of Construction Cost Estimates for a New Downtown Parking Garage to be Built on the Existing Lot D

From: City Manager

Lead Department: Public Works

Recommendation

Staff recommends that Council review the draft scope of work (Attachment A) and evaluation criteria (Attachment B) for the new Downtown Parking Garage and direct staff to proceed with issuing a Request for Proposals (RFP) to qualified professional design firms for design, environmental review, and preparation of construction cost estimates of a publicly-financed parking garage on parking Lot D at the corner of Hamilton Avenue and Waverley Street.

Background

On February 10, 2014 Council authorized staff to proceed with several parking strategies aimed at helping to improve parking supply for the University Avenue (Downtown) and California Avenue Business Districts (Staff Report ID #4374). In addition to maximizing use of existing facilities and reducing overall parking demand, Council determined that additional parking facilities would also be needed to support the long-term growth of the Downtown.

The Council identified parking facilities in the California Avenue area and Downtown as being among the City's priority projects and included \$9.6 million for a California Avenue garage and \$13.0 million for a Downtown garage in the Infrastructure Funding Plan. The Infrastructure Funding Plan, including the garage

funding, was approved by Council on June 9, 2014 (Staff Report ID #4889). The approved plan includes the use of the \$4.0 million estimated FY 2014 ending balance in the Downtown parking in-lieu fee fund. This fund can be used toward construction of garages in downtown.

On October 20, 2014, Council directed staff to return with a draft Request for Proposal (RFP) and evaluation criteria for purposes of hiring a qualified professional design firm for design, environmental review and preparation of construction cost estimates of a publicly-financed parking garage on parking Lot D at the corner of Hamilton Avenue and Waverley Street (Staff Report ID #5173). The feasibility analysis for Lot D indicated that a new garage could be constructed to provide 214 spaces in addition to the 86 spaces that exist on the current surface lot (total of 300 spaces). The initial project budget of \$13.0 million was derived by multiplying the number of additional spaces by the downtown parking in-lieu fee in effect during FY 2014. The motion approved by Council on October 20, 2014 also included additional direction to evaluate feasibility and financing options for a second new garage on Parking Lot G on Gilman Street behind the Palo Alto Post Office. Analysis of options for a garage on Lot G has not yet been initiated.

Discussion

A new parking garage is part of a multi-pronged strategy to address excessive spillover parking from the University Avenue commercial area into nearby residential neighborhoods. In 2013, the City contracted with an engineering firm, Sandis/HNA Pacific, to assess the feasibility of constructing parking structures on a number of the parking lots downtown. The results of Sandis' study were shared with Council in February 2014, and Council requested staff work with Sandis to revise their "constructability constraint matrix" to better prioritize locations for potential construction of a new public parking garage in downtown. The revised matrix identified Lot E/G (Gilman St) and Lot D (Hamilton/Waverley) as the best candidate sites for construction of a new parking garage of the sites analyzed. Council selected Lot D as the overall best candidate for a new garage on October 20, 2014.

Following Council's direction on October 20, 2014, Planning Department staff worked with Public Works Department staff to transfer the project for

implementation. A project was created for the New Downtown Parking Garage during the Fiscal Year 2016 Capital Budget document preparation. Funding for the new project (Capital Improvement Program PE-15007) was approved by Council in June 2015 (Attachment C). Public Works then drafted the attached scope of work and evaluation criteria for purposes of procuring design services for the project.

Staff has divided the overall project into the following Phases and Tasks. The draft scope of work currently before the Council focuses on Phases II and III.

- Phase I – Downtown Parking Structure Feasibility Study.
 - Completed by Sandis Engineering/HNH Pacific on January 20, 2014.
- Phase II – Preliminary Design
 - Task 1: Site Survey
 - Task 2: Preliminary Design Options
 - Task 3: Design Development
 - Task 4: Prepare Environmental Assessment
 - Task 5: Phase II Meetings
 - Task 6: Phase II Additional Services
 - Task 7: Phase II Reimbursable Expenses
- Phase III – Final Design
 - Task 8: Final Design
 - Task 9: Phase III Meetings
 - Task 10: Phase III Additional Services
 - Task 11: Phase III Reimbursable Expenses
- Phase IV – Construction Administration Services (future)

Following approval of the scope of work and direction by Council, staff will issue the RFP, evaluate proposals received and return to Council for award of contract with the successful firm. The design process will include aspects described in the RFP such as an evaluation of stacked parking technologies and the inclusion of retail space.

Timeline

The RFP will be issued in early January 2016. Proposals received will be evaluated in early February and a contract award is expected by early March 2016. From that point, the design process will include extensive public outreach, engagement

of neighboring property owners, California Environmental Quality Act (CEQA) analysis, architectural review, Planning and Transportation Commission Review and ultimately City Council approval.

Resource Impact

Funding for design and environmental review of a downtown parking garage is included in capital improvement program project PE-15007, New Downtown Parking Garage.

Policy Implications

The following policy statements in the Palo Alto Comprehensive Plan support the construction of new parking supply in addition to Council direction to staff on October 20, 2014:

Policy T-45 Provide sufficient parking in the University Avenue/Downtown and California Avenue business districts to address long-range needs.

Policy T-47 Protect residential areas from the parking impacts of nearby business districts.

The policy implications involve discussion of the potential for increasing traffic in the immediate vicinity of a new garage and balancing this against the benefits (e.g. a reduction in over-flow parking in nearby residential neighborhoods and convenient parking for area employees and visitors).

Environmental Review

The attached scope of work anticipates CEQA review as part of the design process.

Attachments:

- Attachment A - Draft Scope of Work (DOC)
- Attachment B - RFP Evaluation Criteria Matrix (DOC)
- Attachment C - PE-15007 Fiscal Year 2016 Capital Budget Pages (PDF)

EXHIBIT A

DRAFT SCOPE OF WORK
ARCHITECTURAL and ENGINEERING SERVICES
for the
DESIGN of a DOWNTOWN PARKING STRUCTURE

GENERAL

Project Description

The Project consists of a final design services for a new parking structure, as outlined in the Downtown Parking Structure Feasibility Study by Sandis/HNA Pacific (Sandis Study), dated January 20, 2014. The City Council-directed location for the publicly-funded structure shall be on Parking Lot D (at Hamilton Avenue & Waverley Street). This property is 29,200 square feet as described in the 2014 Feasibility Study. The study proposed a 5-story structure with up to 3 additional below-grade levels. The structure will incorporate public restrooms, bicycle lockers, and potentially 2,000 to 6,000 square feet of retail or other uses as determined by City (e.g. a parking management office). The existing parking Lot D contains 86 stalls. The new garage would provide 300 stalls according to the Sandis Study for a net gain of 214 stalls.

Project Phases

The following phases are referenced in this Scope of Work. They are as follows:

- Phase I: Downtown Parking Structure Feasibility Study. Completed by Sandis Engineering/HNH Pacific on January 20, 2014.
- Phase II: Preliminary Design. Includes environmental assessment and design services to approximately 60 percent completion.
- Phase III: Final Design. Includes construction document preparation and attainment of building permit approval.
- Phase IV: Construction Administration Services (future)

This Scope of Work focuses on Phase II (Preliminary Design) and Phase III (Final Design) for the new garage. Scope and fees for Phase IV (Construction Administration Services) will be negotiated prior to construction. Implementation of Phase IV is dependent upon receipt of affordable construction bids from qualified contractors.

Project Budget Information

It is City's intent to finance the funding of the parking structure on Lot D through Certificates of Participation (COPs). The total project budget with design and soft costs is set at \$13,000,000.

Services and Information Provided by City

The following services will be provided by City:

- Permit and zoning application and processing
- Title Reports for Parking Lots D
- Meeting schedules, agendas and mailers
- Review and comment on what may be necessary to complete design milestones, and/or approve completion of design milestones and cost estimates
- Advertising of construction documents
- Utility coordination and construction permits

The following information will be provided or made available by City to Consultant:

- Existing as-built drawings
- Existing right-of-way maps and survey information
- Bid documents and general provisions
- Standard Specifications
- Existing off-site hydrology information

Definitions

The following definitions are used in this Scope of Work:

Primary Structural System: the completed combination of elements which serve to support the Building's own weight, the applicable live load which is based upon the occupancy and use of the spaces, the environmental loads such as wind and thermal, plus the seismic loading. Examples of elements which are not part of the Primary Structural System may include, but are not limited to: curtain wall members, non-load bearing walls, exterior facade.

Pre-Engineered Structural Elements: are structural elements which are specified by Consultant but may be designed by a Specialty Engineer. These elements are normally fabricated off-site, require specialized equipment not usually available at the job site or could require a proprietary process. Consultant shall specify the design criteria including the incorporation of the Pre-Engineered Structural Elements into the structure.

Examples of Pre-Engineered Elements may include but are not limited to the following:

- Open web steel joist and joist girders

- Prefabricated wood trusses
- Combination wood and metal, and plywood joist
- Precast concrete elements
- Prefabricated wood or metal buildings
- Tilt-up concrete panel reinforcement and hardware required for lifting into position
- Prefabricated stairs
- Elevators
- Exterior Wall Systems

Specialty Engineer: an engineer who is lawfully eligible to seal plans and designs for Pre-Engineered Structural Elements which become part of the building. The Specialty Engineer is usually retained by a supplier or subcontractor who is responsible for the design, fabrication and (sometimes) installation of engineered elements.

Secondary Structural Elements: are structural elements that are structurally significant for the function they serve but do not contribute to the strength or stability of the primary structure. Examples include, but are not limited to: support beams above the primary roof structure which carry a chiller, elevator support rails and beams, retaining walls independent of the primary building and flagpole or light pole foundations.

Non-Structural Elements: are elements of a structure that are not part of the primary or secondary structural elements. Items in this category include, but are not limited to, exterior curtain walls and cladding, non-bearing partitions, stair railings, etc.

Construction Cost of the Project: is the cost of all labor, materials and equipment used or incorporated to construct the entire project.

Phase II- Preliminary Design

The services to be provided are described herein. This Scope does not include services for Project Peer Review or Special Inspections.

Task 1: Site Survey

- A. Boundary Survey: Conduct boundary field survey of Lot D, sufficient to confirm the existing lot lines and any underlying lot lines (e.g., the survey will locate frontage and side limits of the proposed right-of-way line). Boundary lines will be shown on the base sheets as well as zoning setback lines.

- B. Consultant shall prepare an ALTA map showing existing easements and legal encroachments. Existing easements and encroachments should be plotted on the boundary survey map. City will provide current title reports for both properties to assist with the creation of the ALTA map.
- C. A survey of existing utilities shall be prepared and shown on the base sheets. Existing utilities that are to be removed or relocated shall be shown on the plans.

Task 2: Preliminary Design Options

- A. Consultant will prepare a preliminary design options in sufficient detail to fix the general size, character and type of building materials, structural framing and foundation system, building utilities, mechanical/HVAC, electrical, natural gas, water supply and drainage piping, fire sprinkler and landscaping. The extent of detail for these systems is intended to facilitate an estimate of probable construction cost with suitable design and construction contingencies for comparison to the overall project budget.

This Task will be split into two separate subtasks:

- 1. Schematic Design Subtask 2.1 - This subtask involves defining the final project program, project constraints, possible inclusion of public art, and testing the project program in conceptual project layouts. Subsequent to this, the conceptual design will be refined to determine the massing of the building, preliminary structural sizes, layout and architectural character of the project for a study session review by the Architectural Review Board (ARB).

During this subtask Consultant shall:

- a. Review with City alternative approaches to architectural design of the Project to include retail space options and stacked parking system options.
- b. Meet with City and Public Art Commission Liaison to determine if and what public art may be included in the project.
- c. Review with City alternative structural systems for the Project.
- d. Prepare, for approval by City, Schematic Design Documents consisting of drawings and other documents illustrating the following:
 - Preliminary architectural floor plans of all levels of the structure to include public restrooms, bicycle enclosures, 2,000-6,000 square feet of retail use, landscaping plans including irrigation, trellis, and fencing.
 - Preliminary building elevations
 - Two preliminary building sections

- Preliminary three-dimensional computer models suitable for use in determining the architectural character of the structure.
 - Typical structural framing plans
 - Preliminary construction cost estimates
- e. Establish the structural design criteria which may include, but is not limited to:
 - Deflection criteria
 - Lateral movement criteria
 - Vibration criteria
 - Live load criteria
 - Other criteria as specified by City
- f. Assist in the preparation and updating of the project schedule
- g. Attend public and other meetings as required (see Task 5)

2. Retail Space and Stacked Parking Systems Evaluation Subtask 2.2

During this subtask Consultant shall:

- a. Work with City to determine the feasibility of incorporating retail area and/or stacked parking systems into the proposed structure on Lot D. A space and needs analysis shall be performed in order to determine the feasibility.
- b. If it is determined that retail space and/or stacked parking systems in the new parking structure are feasible, architectural design shall be incorporated upon authorization by City. Based upon the space and needs analysis performed above, conceptual tenant improvement drawings for the retail area will be prepared to include interior layout plans, interior elevations, millwork details, finish schedules, specifications and furniture, fixture and equipment plans and specifications. These deliverables will be suitable to describe the size and character of this portion of the work to a level that corresponds to the rest of the project work described in Task 2 and continuing in Task 8 under Phase II.

Task 2 will culminate with a presentation to City Council so that they may select the preferred layout, retail configuration, and parking system for the garage.

Task 3. Design Development

This task involves taking the schematic design documents for the Council-selected design options for Lot D and refining the elements into a more detailed architectural design, involving layouts of the mechanical, electrical, plumbing and other systems as well as civil and landscape design.

During this task Consultant shall:

Prepare Design Development Documents for approval by City, based on the approved design options and Schematic Design documents and any adjustments authorized by City in the program. Design Development Documents shall consist of drawings and other documents to fix and describe the size and character of the Project as to architectural and structural materials. The Design Development Phase shall include:

1. Design Development Documents consisting of:
 - Architectural floor plans of all levels to include public restrooms, bicycle enclosures, retail space (if directed), stacked parking (if directed), landscaping plans including irrigation, trellis, and fencing.
 - Enlarged floor plans where appropriate
 - Building elevations of all required sides of the structure
 - At least two building sections
 - Enlarged sections as appropriate
 - Structural framing plans, including foundation plans
 - Cost estimates
 - Typical detail sheets as required
 - Preliminary specifications
 - Mechanical, electrical, plumbing, civil, landscape and graphics drawings
 - Three-dimensional computer models of the structure suitable for use in refining the architectural character
2. Consultant shall assist in the preparation and updating of the project schedule
3. Provide structural criteria as needed for geotechnical engineer
4. Provide environmental assessment (see Task 4)
5. Consultant shall attend public and other meetings (see Task 5)

Task 4: Prepare Environmental Assessment

- A. After the Project design has progressed to a sufficient stage, Consultant shall prepare an Initial Study. If the Initial Study indicates that the project impacts can be mitigated to an insignificant level, a Mitigated Negative Declaration shall be prepared, complete with drawings and other necessary documents. This Initial Study/Mitigated Negative Declaration will be formatted to meet the requirements of City (“Environmental Assessment Worksheet”) and the California Environmental Quality Act (CEQA) guidelines. The document will include a project description, environmental checklist, description of the environmental

setting, description of the potentially significant impacts, and identification of proposed mitigation. The Initial Study/Mitigated Negative Declaration will be submitted to City staff for review and comment. The areas of anticipated analysis and discussion in the Initial Study/Study/Mitigated Negative Declaration are described below:

1. Project Description: The proposed parking structure will be described and project plans presented. In addition, the Project's objectives will be described.
2. Land Use: This section will address the land use impacts associated with any needed right-of-way acquisition from adjacent property owners, zoning requirements as well as the relocation of existing utilities.
3. Traffic: Traffic impacts along adjacent roadways, intersections and nearby roadways and neighborhoods will be addressed for the following scenarios:
 - a) no-build
 - b) build a new parking garage on Lot D to include the following if selected:
 - i) build a parking garage
 - ii) build a parking garage with retail
 - iii) build a parking garage with retail and stacked parking.
 - iv) build a parking garage with stacked parking, but no retail

The traffic portion shall identify potential pedestrian crossing or other safety conflicts, mid-block operational and on-street parking issues.

4. Geology/Soils: The geologic and soils conditions in the project area will be described. Potential geologic impacts that may be associated with the Project will be assessed, including slope stability and seismic hazards.

Consultant shall take soil samples at appropriate locations and prepare geotechnical recommendations based on soil strength and properties. The analysis shall include testing of soils for contamination. Should it be determined that soil at the site is contaminated, an appropriate remediation plan with cost estimate shall be developed. The cost for the soil sampling and analysis shall be included in this task, however, any needed remediation plan shall be negotiated as part of Extra Services.

5. Vegetation: This section will describe the vegetation resources located within the Project area. The investigation will include a summary of the existing vegetation on the site and estimates of vegetation removal.
6. Drainage/Flooding: This section will address the existing drainage conditions within the project area and will address any drainage impacts from the Project including: review of available plans and calculations for existing adjacent storm drainage facilities (supplied

by City) for evaluation of a tie-in to existing system; update calculations to check for available capacity in existing system to receive any additional runoff; calculate the new runoff, sizes and grades of required storm drainage system.

7. Cultural Resources: A cultural resources investigation within the Project area will be conducted. This investigation will include a literature search of the Project site. Impacts to potential archeological resources will be assessed and appropriate mitigation identified.

The draft document will be revised based on written comments and resubmitted to City for public circulation. After completion of the 30-day public circulation period, Consultant will prepare written responses to any comments received on the Initial Study and submit them to City.

Task 5: Phase II Meetings

- A. Throughout the Phase II design process, Consultant shall be prepared to address comments and concerns of City staff, downtown merchants, neighboring property owners, citizens and Council. At the request of the Project Manager, Consultant shall prepare presentation materials for and attend meetings (of the estimated number and duration) with any or all of the following, which shall be paid on a time and materials basis:

- One (1) kick-off meeting prior to commencing design
- One (1) meeting with the Public Art Commission to review Schematic designs
- One (1) Architectural Review Board meeting to review Schematic designs
- One (1) meeting with Council to present Schematic designs for final site selection
- One (1) meetings with the Architectural Review Board, two (2) with the Planning Commission and one (1) with Council relative to zoning changes at the Design Development stage
- Three (3) meetings with neighbors/community/downtown merchants' groups to discuss design issues
- One (1) informational meeting with Council
- Meet as needed with City staff and project stakeholders

Task 6: Phase II Additional Services

Services beyond those outlined under Basic Services (as described in Tasks 1-6 above) are frequently requested. They are categorized as Special and Extra Services. These services may be provided by Consultant under terms mutually agreed upon by City and Consultant.

Special Services are services which may or may not be foreseen at the beginning of design stages, and are not normally included as Basic Services. Examples include, but are not limited to:

1. Field Investigation of existing Buildings and structures including surveys of existing construction, hazardous materials reports or to make measured drawings thereof.
2. Studies of various schemes to accommodate special energy requirements.
3. Continuous and/or detailed inspections of construction.
4. Design for future expansion, facilities, systems and equipment.
5. Providing services of consultants other than those provided as part of Basic Services.
6. Services related to the analysis of the Client's needs and programming the requirements of the Project other than those listed under Basic Services.
7. Tenant-related design services other than those listed under Basic Services.
8. Services connected with the preparation of documents for alternate bids or for segregated contracts for phased or fast-track construction.
9. Design or field observation of shoring and bracing for excavations and building, of underpinning of adjacent structures.
10. Design or review related to contractor's construction related equipment, e.g., cranes hoist, etc.
11. Preparation of shop or fabrication Drawings, for example, tilt-up wall panel drawings, reinforcing and structural steel detailing, etc.
12. Services connected with interior design and other similar services required for or in connection with the selection, procurement or installation of furniture, furnishings and related equipment other than those listed under Basic Services.

Extra Services -These are services which arise as a result of unforeseen circumstances during the design process. Examples include, but are not limited to:

1. Services resulting from changes in scope or magnitude of the project as described and agreed to under the Basic Services agreement.
2. Services resulting from revisions which are inconsistent with approvals or instructions previously given by Consultant.
3. Services resulting from revisions due to the enactment or revision of codes, laws, or regulations subsequent to the preparation of documents.
4. Services due to extended design or construction time schedules.
5. Services, including assisting in preparation for litigation or arbitration as witnesses or consultants, in connection with any public hearing, arbitration or legal proceedings with respect to the project.
6. Services resulting from damage, as the result of fires, man-made disasters, or acts of God.
7. Review and design of alternate or substitute systems.
8. Contaminated soils remediation plan.

Task 7: Phase II Reimbursable Expenses

Invoiced at cost plus 10% in addition to compensation for Basic and Additional Services and include expenses incurred by Consultant in connection with the Project, as identified in the following:

- Provide ten (10) sets Schematic Design documents for City review.
- Provide ten (10) sets of Design Development documents for City review.
- For the re-zoning process, provide: Twelve (12) sets of plans no larger than 24"x36" for each Architectural Review Board review; photographic display showing the relationship of the proposed project to adjacent buildings and to the neighborhood. Photos shall be mounted on cardboard no larger than 8"x14" and will become the property of City.
- Expense of transportation in connection with the Project; expense in connection with authorized out-of-town travel; long-distance communications.
- Expense of reproductions, postage, and handling of Drawings, Specifications, and other documents.
- If authorized in advance by City, expense of overtime work requiring higher than regular rates.
- Expense of renderings, models and mock-ups requested by City other than those listed as part of Basic Services.

Phase III - Final Design for New Garage on Parking Lot D

If funding for construction becomes infeasible, or construction costs are significantly higher than anticipated, Phase III work (Final Design) may not be initiated. At the direction of City, Consultant shall resolve outstanding work items and consolidate all project files and documentation.

Task 8: Final Design

Based on the approved Phase II Documents for Parking Lot D and any adjustments authorized by City in the program, schedule or construction budget, Consultant shall prepare, for approval by City, the Phase III Drawings consisting of drawings and other documents to fix and describe the size and character of the Project. These drawings will be suitable for bidding, plan check and construction. During this phase Consultant shall:

1. Prepare the Contract Documents which may include the following:
 - Cover sheet and general notes
 - Architectural and Structural floor plans with dimensions.
 - Building sections and elevations
 - Enlarged floor plans, elevations, and sections
 - Door schedules
 - Finish schedules and legend
 - Construction details necessary for permit and construction
 - Mechanical, Electrical, Plumbing, Security, Civil, Landscape and Graphics drawings as prepared by consultants
 - Specifications
 - Structural Calculations for the Primary Structural System for submittal to Governing Building Officials
 - Pedestrian/sidewalk protection requirements during construction.
2. Designate elements to be designed by Specialty Engineers under the employ of the contractor. The Contract Documents shall specify Structural Design Criteria, type of element, position within structure and connection to Primary Structural System, and required Submittals (see “Definitions” above)
3. Review the effect of Secondary and Non-Structural elements on the Primary Structural System and design the information regarding the supporting capability and physical attachment limitations of the Primary Structural System (see “Definitions” above)
4. Designate on the Contract Documents all required Special Inspection and Testing
5. Respond to Building Official’s comments on Contract Documents prepared by Consultant and coordinate response of subconsultants.
6. Attend meetings with city staff and review agencies (see Task 9 below).
7. Preparation of the anticipated project construction schedule.
8. Preparation of the estimated construction cost at 60% and 95% stages.

Task 9: Phase III Meetings

- A. Throughout the Phase III design process, Consultant shall be prepared to address comments and concerns of City staff, downtown merchants, citizens, Council and other groups. In addition, at the request of the Project Manager, Consultant shall prepare presentation materials for and attend meetings (of the estimated number and duration) with any or all of the following:
 - Two (2) meetings to discuss community and downtown merchants’ comments/concerns on design issues.
 - One (1) City Council meeting.

- Meet as needed with City to discuss project status

The above meetings shall be paid on a time and materials basis.

Task 10: Phase III Additional Services

See Phase II, Task 6 for Additional Services items.

Task 11: Phase III Reimbursable Expenses

Invoiced at cost plus 10% in addition to compensation for Basic and Additional Services and include expenses incurred by Consultant in connection with the Project, as identified in the following:

- Provide ten (10) sets of 60% construction documents for City review.
- Provide ten (10) sets of 95% construction documents for City review.
- Provide ten (10) sets of 100% construction documents for City review and submission for building permit approval.
- Expense of transportation in connection with the Project; expense in connection with authorized out-of-town travel; long-distance communications.
- Expense of reproductions, postage, and handling of Drawings, Specifications, and other documents.
- Expense of renderings, models and mock-ups requested by City other than those listed as part of Basic Services and typically required for Architectural Review Board presentations.

Phase IV - Construction Administration Services

A detailed scope of work and corresponding fee will be negotiated at the successful completion of Phase III activities. .

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Fund: Capital Improvement Fund
Category: Buildings and Facilities
Project Location: TBD
Managing Department: Public Works
IBRC Reference: New
Initial Project Start: Spring 2015
Initial Project Completion: Fall 2018
Revised Project Start:
Revised Project Completion:
Project Number: PE-15007

Hamilton Avenue/Waverley Street, March 2015

New Downtown Parking Garage

Description

This project provides funding for a new public parking garage in the University Avenue commercial area. The preferred location has been identified as Lot D at the corner of Waverley Street and Hamilton Avenue. An alternate location, Lot G behind the Post Office is also investigated. The project will also evaluate the feasibility of including retail and stacked parking as part of the new structure. Design and environmental consultant services will be needed, including the development of preliminary plans and cost estimates, and completion of the project's environmental review.

Justification

A new parking garage is part of a multi-pronged strategy to address excessive spillover parking from the University Avenue commercial area into nearby residential neighborhoods.

Supplemental Information

The New Downtown Parking Garage project is included in the City Council approved Infrastructure Plan. It is anticipated that once a specific site is identified, the title of this project will be refined.

Funding Sources Schedule

Funding Source	Prior Years	FY 2015 Budget	FY2015 Est.	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year CIP Total	Beyond 5 Year CIP	Total
Capital Improvement Fund	0	0	0	182,778	106,829	120,977	44,404	0	454,988	0	454,988
Transfer from Stanford University Medical Ctr Fund	0	0	0	0	9,072,000	0	0	0	9,072,000	0	9,072,000
Other	0	0	0	900,000	2,741,000	0	0	0	3,641,000	0	3,641,000
Total	0	0	0	1,082,778	11,919,829	120,977	44,404	0	13,167,988	0	13,167,988

Expenditure Schedule

Project Phase	Prior Years	FY 2015 Budget	FY2015 Est.	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year CIP Total	Beyond 5 Year CIP	Total
Construction	0	0	0	0	11,919,829	120,977	44,404	0	12,085,210	0	12,085,210
Design	0	0	0	1,082,778	0	0	0	0	1,082,778	0	1,082,778
Total	0	0	0	1,082,778	11,919,829	120,977	44,404	0	13,167,988	0	13,167,988

Operating Impact

This project is anticipated to impact operating expenses in the future. As these costs are quantified, adjustments will be brought forward in future budgets, as necessary.

<p>Relationship to Comprehensive Plan</p> <p>Primary Connection</p> <p>Element: Community Services & Facilities</p> <p>Section: Parks and Public Facilities</p> <p>Goal: C-4</p> <p>Policy: C-24</p> <p>Environmental Impact Analysis:</p> <p>CEQA will be required.</p>	<p>Potential Board/Commission Review:</p> <p>Architectural Review Board</p> <p>Planning and Transportation Commission</p>
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