



## Legislation Text

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**File #:** 16-0577, **Version:** 1

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**DATE:** July 7, 2016

**TO:** Board of Mayor and Aldermen

**FROM:** Eric Stuckey, City Administrator  
Paul Holzen, City Engineer/Director of Engineering  
Jonathan Marston, Assistant Director of Engineering

**SUBJECT:**

Consideration of a Professional Services Agreement (COF Contract No. 2016-0230) with Volkert, Inc. for the Downtown Parking Capacity and Management Study in an Amount Not-to-Exceed \$183,900.00 (07-12-16 WS)

**Purpose**

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning a Professional Services Agreement (PSA) (COF Contract No. 2016-0230) with Volkert, Inc. (Volkert) for the Downtown Parking Capacity and Management Study

**Background**

In recent months, the BOMA has publicly discussed the need for more parking in the downtown core. City staff contacted Volkert, currently one of two firms providing on-call traffic engineering services to the City, to perform a parking capacity and management study in the downtown area. The scope of this study is broken into six major tasks:

- Task 1: Project Management,
- Task 2: Stakeholder & Community Involvement,
- Task 3: Existing Conditions/Demand Analysis/Circulation,
- Task 4: Evaluation of Future Conditions,
- Task 5: Parking Management Strategies, and
- Task 6: Recommendations & Documentation

More detail about each task can be found in the Scope of Services that accompanies the PSA. The Volkert team proposes to complete the study within 12 months of a notice to proceed. In addition, Volkert has contracted with Walker Parking to assist in the study. Walker has extensive experience in conducting studies of this nature in communities across the United States.

**Financial Impact**

An amount of \$250,000 is included in the FY 2017 Operating Budget under the General Ledger (GL) code of

110-82540-41610 (General Fund - Engineering Services - TOC) for a Downtown Circulation & Parking Study. After completion of this proposed parking study, \$66,100 will remain for further study of traffic circulation in the downtown area.

**Recommendation**

Staff recommends approval of the PSA (COF Contract No. 2016-0230) with Volkert, Inc. for a Downtown Parking Capacity and Management Study in an amount not-to-exceed \$183,900.00.