



Agenda Item Summary

File #: RES 17-560, **Version:** 1

Submitted By

Jill Velan, Parking and Mobility Services Director

Reviewed By

LKS

Agenda Item Title

A Resolution Approving an Amendment to the Professional Services Agreement with Dixon Resources Unlimited to Provide Parking Support Services for the Village-Wide Parking Study in a Total Amount not to Exceed \$116,694.00 and Authorizing its Execution

Overview

The 2016-2017 Village Board Goals included an item for the Village Board to revisit the overall parking systems within Oak Park in a holistic manner. Considering neighborhoods and business districts in order to understand the impact on residents, visitors and employees in the community.

Staff is proposing that Dixon Resources Unlimited provide parking support services for the next six months related to topics for the Village-wide Parking Study, including attendance at applicable Transportation Commission Meetings and Village Board Special Meetings.

Staff Recommendation

Approve the Resolution.

Fiscal Impact

On November 21, 2016 the Village Board approved an agreement with Dixon Resources Unlimited (Dixon) to determine the requirements for a unified technology solution for the Parking and Mobility Services Systems in an amount not to exceed \$59,694. Dixon has currently completed Phase 1 and started Phase 2 of the project. The Village has currently paid Dixon \$20,201.84 towards this technology solution project.

The FY 2017 Parking Fund Budget includes funding for consultant expenditures related to the Parking Study in the amount of \$50,000. If approved staff would prepare a budget amendment to include the \$7,000 with the consultant line from other project budgets.

Background

On May 15, 2017 the Village Board tabled this item so the Village Board Transportation Commission Liaison could meet with the Transportation Commission to discuss whether they were interested in taking on the task of rewriting and consolidating the Village ordinances related to parking.

On May 22, 2017 during discussions with Board Liaison Trustee Tucker, the Transportation Commission

expressed interest in holding public meetings and providing recommendations with the assistance of the parking consultant and Village Staff. The Commission specifically stated they did not want to be involved in rewriting or consolidating the parking ordinances.

Previously, on January 23, 2017 Village Board agreed on a standard methodology and agenda topics for the Village Board Parking Study. It is anticipated that the remainder of the parking study will take place over the next six months. At the end of the special meeting sessions staff will bring any ordinance changes to the Village Board for consideration and adoption.

Dixon Resources Unlimited (Dixon) was hired by the Village in November 2016 to review the Village's parking services, permit, vehicle stickers and citation systems to determine requirements for a unified system that would improve the customer experience. Dixon has Completed Phase I of this first project and is in the middle of Phase II.

This amendment would be for a second project and the consultant's scope of work be different in that they would provide assistance and guidance on the remaining parking study topics.

Dixon's new scope of services would include:

- Develop Recommendations for consolidation of parking regulation and permit ordinances
- Assist with customer service enhancement to the overall parking operation, utilizing workflow enhancements and technology recommendations
- Provide consultation for the wayfinding signage and the overall parking brand message
- Provide assistance to the Transportation Commission and Village Staff with public meetings to identify community needs and developing recommendations for the Village Board.
- Provide zone-specific occupancy studies to obtain representative samples (does not include data collection). Occupancy assessments will include data analysis and recommendations associated with policies, ordinance changes and the development of a rate model for on and off street parking.
- Support at Village Board Meetings for Parking Study topics as needed.

The support for the above scope of services will be based on a flat fee in which Dixon will support the Village with all parking related tasks excluding occupancy counting, as they are presented rather than task specific estimates. This will be a 6 - month agreement at \$9500 per month, including a two (2) day trip to the Village twice per month.

As each area is reviewed, the following guiding principles are being considered: Sustainability, Public Safety and Customer Service. While conducting the area reviews, all of the diverse parking needs are being considered. These include but are not limited to single/multi-family homes, business district providers/consumers, schools, parks, churches, medical centers, and commuters. The process includes a public comment format on the Village website, similar to the "Eye on the Ike" special meeting sessions, that would be conducted before each topic area is discussed.

Monthly Agenda topics include:

1. Y2-Y3-Y4 overnight parking zone study and recommendations from the Transportation Commission (January)

2. Parking Industry Technology Review and Best Practices (February)
3. On-Street Regulatory Signage Pilot Program (March)
4. Municipal Border Review - Austin Blvd and Harlem Avenue Areas (May)
5. Municipal Board Review - North Avenue and Roosevelt Road Areas
6. Public Transit Area Review - Metra/Green Line and Blue Line Areas
7. Interior Street Review - Madison Street, Washington and Jackson Blvd Areas
8. Interior Street Review - Chicago Avenue and Division Street Areas
9. Recommendations for Consolidation of Ordinances/Restrictions

Alternatives

The Village Board could ask staff to incorporate additional scope or request a change in the scope of services before considering approval of the amendment.

Previous Board Action

On November 21, 2016 the Village Board approved an agreement with Dixon Resources Unlimited to determine the requirements for a unified parking technology solution.

Citizen Advisory Commission Action

If approved Dixon Unlimited Resources will also assist the Transportation Commission with the public meetings and recommendations related to the Parking Study.

Anticipated Future Actions/Commitments

N/A.

Intergovernmental Cooperation Opportunities

N/A.

Performance Management (MAP) Alignment

Parking and Mobility Services is scheduled to start MAP in the final phase.