



CITY COUNCIL ISSUE SUMMARY

CITY OF BEND

<p>MEETING DATE: January 3, 2018</p>	<p>SUBJECT: Authorize a contract with Harper Houf Peterson Righellis, Inc. for planning and design consulting services for South Mirror Pond Parking Lot project in the amount of \$134,280.60.</p> <p>STAFF MEMBER: Eric Forster PE, PMP DEPARTMENT: Economic Development/ Engineering Infrastructure & Planning Dept. (EIPD)</p>
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<p>ACTION REQUIRED:</p> <p><input type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing Date:</p> <p><input type="checkbox"/> Ordinance 1st Reading Date:</p> <p><input type="checkbox"/> Ordinance 2nd Reading Date:</p> <p><input type="checkbox"/> Resolution <i>(roll call vote required)</i></p> <p><input type="checkbox"/> Information/Direction</p> <p><input checked="" type="checkbox"/> Consent Agenda <i>(adopted by motion)</i></p>	<p>ADVISORY BOARD/COMMISSION RECOMMENDATION:</p> <p><input type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input checked="" type="checkbox"/> Not applicable</p> <p>Comments:</p>
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RECOMMENDED LANGUAGE FOR MOTION: I move to authorize a contract with Harper Houf Peterson Righellis, Inc. for planning and design consulting services for South Mirror Pond Parking Lot project in the amount of \$134,280.60 in substantially the form presented to Council.

ISSUE / COUNCIL DECISION & DISCUSSION POINTS:

- The consultant was selected through an informal procurement process in accordance with the City’s Purchasing Code.

BACKGROUND:

During the summer of 2016, the City of Bend Police Department along with the Economic Development Department began a Problem Oriented Policing (POP) project downtown. The first area the project choose to address was the South Mirror Pond parking lot. Since that summer, the City has invested a number of resources and made physical changes to the South Mirror Pond parking lot area to improve safety and cleanliness.

In April 2017, the City Council approved the Downtown Strategic Management Parking Plan. This plan identified the South Mirror Pond parking lot as a location with very high parking

demand and recommended changing paid parking in the lot to pay by hour eliminating the existing fee structure which allowed free parking for the first two hours.

During the summer of 2017, due to increasing input from downtown business and property owners, the City Manager added the redesign and reconstruction of the South Mirror Pond parking lot to the list of improvements scheduled for downtown.

The condition of the South Mirror Pond Parking Lot has deteriorated over the decades. Although some physical changes have been made in the lot, the existing parking lot layout, circulation and asphalt quality do not meet current parking lot engineering standards or all of the needs of today's users. The condition of the South Mirror Pond Parking Lot has deteriorated over the decades. Additionally, specific locations within the parking lot have confirmed criminal activity. This poses a number of safety concerns, as well as detracts from the overall intended use of this public parking area. Redesign will address the physical deficiencies and better tailor the facility for parking use and business service, and deter other uses that are not intended for this area.

The South Mirror Pond Parking Lot redesign will comply with the City of Bend's Development Code, and make the following improvements:

- Drive aisles and parking stalls will increase in size
- ADA access will be reviewed
- Minimum landscape requirements will be met
- Additional upgrades will be made to improve circulation
- Increase the garbage enclosure security
- Correct the signage for paid parking
- Provide for both oversize-vehicle parking and the Zagster Bike Rentals (community bike sharing)
- Alter the landscape layout and composition, as well as create a west-barrier fence to separate the parking lot from Drake Park.

Completion of this contract will give the City of Bend a 100% design. Construction of the new design will depend on funding, community input, and parking demand.

CURRENT YEAR BUDGET IMPACTS IDENTIFIED BY DEPARTMENT:

The design contract will be paid out of the Parking and Downtown Fund. This expenditure was not anticipated when the 2017-2019 budget was developed; therefore, an adjustment to increase expenditure appropriations for the design consulting will be required.

DEPARTMENT DIRECTOR REVIEW:

Reviewed by: Tom Hickmann **Date:** 12/20/17

FINANCIAL REVIEW:

Reviewed by: Cam Sparks **Date:** 12/20/17

LEGAL REVIEW:

Reviewed by: Elizabeth Oshel **Date:** 12/20/17

COMMUNITY OUTREACH PROCESS AND POTENTIAL IMPACTS:

Various city departments have been working with the adjacent property owners and businesses for the last two and half years to develop concepts for this parking lot. Most

recently, a concept design was circulated with relevant stakeholders downtown. The stakeholders were encouraged by the individual items included in the concept design and felt it would improve the situation in the South Mirror Pond parking lot.

The design contract includes input from specific downtown stakeholders, the City of Bend Economic Development Department and the City of Bend Police Department.

More extensive outreach is planned when construction begins.

ATTACHMENTS:

- Notice of Intent to Award
- Proposed Contract