



CITY OF LONG BEACH

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DEPARTMENT OF DEVELOPMENT SERVICES

333 W. OCEAN BLVD, 3RD FLOOR • LONG BEACH, CALIFORNIA 90802 • (562) 570-5237 • FAX: (562) 570-6068

May 23, 2017

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFP DV17-040 for a Downtown Long Beach Area Parking Study; award the contract to KOA Corporation, of Orange, CA, in the amount of \$245,232, authorize a 10 percent contingency in the amount of \$24,523, for a total contract amount not to exceed \$269,755, for a period of 18 months, with the option to renew for an additional six-month period; and authorize the City Manager, or designee, to execute all documents necessary to enter into the contract, including any necessary amendments; and,

Increase appropriations in the Development Services Fund (EF 337) in the Development Services Department (DV) by \$269,755. (Districts 1, 2)

DISCUSSION

City Council approval is requested to enter into a contract with KOA Corporation to prepare a Downtown Long Beach Area Parking Study (Study). The Study is required by the Settlement Agreement and Release of Claims (Settlement Agreement) with Long Beach Transportation and Parking Solutions (LBTAPS). The expected result of the Study is a comprehensive on-street and off-street parking analysis that involves developing a public and private parking system inclusive of parking users in portions of the Downtown Long Beach central business district and Alamitos Beach.

The Request for Proposals (RFP) was advertised in the Long Beach Press-Telegram on February 7, 2017, and 4,673 potential proposers specializing in professional environmental services and project management were notified of the RFP opportunity. Of those proposers, 73 downloaded the RFP via the City's electronic bid system. The RFP document was made available from the Purchasing Division, located on the seventh floor of City Hall, and the Division's website at www.longbeach.gov/purchasing. An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 22 local, minority and women-owned business groups. Eight proposals were received on March 17, 2017. Of those proposers, none were Minority-owned Business Enterprises (MBEs), none were Women-owned Business Enterprises (WBEs), two were certified Small Business Enterprises (SBEs), and none were Long Beach businesses (Local). The selection committee determined that KOA Corporation, of Orange, CA (SBE), was the most qualified firm to prepare the Study.

KOA Corporation provides the relevant experience and local familiarity necessary to prepare a comprehensive study. They recently completed a study, similar in scope and scale for downtown Tustin, and has successfully completed other parking studies throughout Southern California. The firm's focus and emphasis on up-front data collection as the driver of potential solutions was exemplary. KOA Corporation also recognized and articulated the potential need for individualized solutions to specific subareas within the overall study area. Furthermore, the firm has subcontracted with RS&H to provide expertise in pricing strategies, parking funding and financing. LBTAPS was consulted during the RFP process and also designated KOA Corporation as its top pick among the qualified vendors. In accordance with provisions of the Settlement Agreement, LBTAPS has been provided with one-week notice of this recommendation so LBTAPS may provide input directly to the City Council prior to any action on the proposed contract.

Local Business Outreach

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download the RFP specifications. Through outreach, 526 Long Beach vendors were notified to submit proposals, of which five downloaded and none submitted a proposal. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Linda T. Vu and by Budget Management Officer Rhutu Ahmin Gharib on May 3, 2017.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFP DV17-040 and award a contract concurrently is requested on May 23, 2017, to ensure the contract is in place expeditiously and in accordance with the Settlement Agreement.

FISCAL IMPACT

The cost of this contract will not exceed \$269,755, and will be offset from funds available in the Development Services Fund; however, the expense is not currently appropriated. Therefore, an appropriation increase in the Development Services Fund (EF 337) in the Development Services Department (DV) in the amount of \$269,755 is requested. There is no local job impact associated with this recommendation.

HONORABLE MAYOR AND CITY COUNCIL

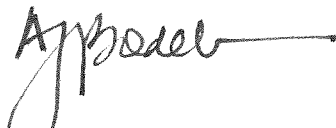
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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



AMY J. BODEK, AICP
DIRECTOR OF DEVELOPMENT SERVICES



JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

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APPROVED:



PATRICK H. WEST
CITY MANAGER