



CITY OF HAYWARD

Hayward City Hall
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Cover Memo

File #: LB 18-014, **Version:** 1

DATE: April 24, 2018

TO: Mayor and City Council

FROM: Interim Director of Public Works

SUBJECT

Downtown Parking Study: Adoption of the Downtown Parking Management Plan and Professional Services Agreement with CDM Smith, Inc.

RECOMMENDATION

That Council adopts the Downtown Parking Management Plan and the attached resolution authorizing the City Manager to execute a Professional Services Agreement with CDM Smith, Inc., for the services that were provided to update the Parking Management Plan.

SUMMARY

The Downtown Parking Management Plan provides strategy recommendations to efficiently utilize the parking supply in Downtown Hayward. The draft plan initially presented to Council for review at a work session on February 27, 2018, is now being presented for formal adoption. The key components of the draft plan reviewed by Council include parking time restrictions, permits for residents and employers/employees, and enforcement strategies.

Secondly, CDM Smith, Inc., (CDM), the consultant for the Downtown Parking Management Plan, has provided additional services in the amount of \$20,000. These additional services were requested by the City's internal parking working group (comprised of the members of the City Manager's office, Maintenance Services Department, Public Works, and Economic Development Department), and were not within the scope of the original contract. Furthermore, the original contract with CDM expired, requiring Council approval, for a new Professional Services Agreement to compensate for their services.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution - PSA with CDM
Attachment III	Resolution - Adoption of Downtown Parking Management Plan
Attachment IV	Downtown Parking Management Plan - Executive Summary