



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-2700

EXECUTIVE SUMMARY

Date: September 30, 2014

To: City Manager

From: J. Michael Vieux, AIA, LEED® AP BD+C *Mike*

Cc: James Bouquet, P.E., Director of Engineering
Greg Veliz, Assistant City Manager
Sarah Spurlock, Assistant City Manager
Don Craig, Director of Planning
Nancy Kielman, Director of Finance

Subject: **Approval of a Task Order to Conduct a Parking Garage Capacity and Siting Study for Three Locations within Old Town Key West to Calvin, Giordano & Associates, Inc., in the Amount of \$85,000.00.**

Action Statement

Resolution approving a Task Order to Conduct a Parking Garage Capacity and Siting Study for Three Locations within Old Town Key West, to Calvin, Giordano & Associates, Inc. in the amount of \$85,000.00.

Background

Subsequent to demolition of the parking garage formerly located at 616 Simonton Street and removal of the surface parking lot at that location to facilitate construction of new Fire Station No. 2, City Management requested the Engineering Department evaluate locations for a new parking garage within Old Town Key West. Specifically, these requested locations are 908 Caroline Street, 609 Greene Street and the former parking garage location at 616 Simonton Street. Photographs of these sites are attached as *Locations*. To support this request, Calvin, Giordano & Associates, Inc. (CGA) provided an amendment to their General Engineering Services Agreement with the City of Key West (refer to attached *Proposal*) to conduct a *Capacity and Siting Study*.

MEMORANDUM

This Task Order will explore the need for, and impacts of, parking at each site and determine feasibility of incorporating a two to four-level parking garage into each of the sites in a manner that is economical and honors the historic district in which it lies. Some schemes may also include the incorporation of retail space. For each proposed site, the study will include, but not be limited to:

- A traffic generation/area parking needs study;
- Projected impacts to area traffic flow/patterns;
- Summary analysis of pros and cons of each layout;
- Site plans including setbacks, schematic building floor plan and elevation view;
- Preliminary construction cost estimates; and,
- Meetings in Key West with city staff and presentations to the City Commission and other stakeholders.

Purpose and Justification

The purpose of this task order is to evaluate locations for new parking garage in within Old Town Key West.

The improvement of infrastructure is critical to meeting the current and future needs of the City. This project is in accordance with the City of Key West's Strategic Goal #5, *All of the City's Destinations and Resources Are Accessible to Residents and Visitors*.

Options

- Option #1** Approve the Task Order to Conduct a Parking Capacity and Siting Study for Three Locations within Old Town Key West, to Calvin, Giordano & Associates, Inc. in the amount of \$85,000.00.
- Option #2** Do not approve the Task Order to Conduct a Parking Capacity and Siting Study for Three Locations within Old Town Key West.

Financial Issues

Funds will be used from the General Fund account # 001-1906-519-3100. Upon approval, a purchase order will be issued to CGA in the amount of \$85,000.00. Work will be performed by CGA as a task order to their existing General Engineering Services agreement with the City (Resolution #12-280).

Recommendation

Approve the Task Order in the amount of \$85,000.00 to Calvin, Giordano & Associates, Inc. to conduct a parking capacity and siting study for three locations within Old Town Key West.