



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**September 6, 2022**

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**TOPIC:** Citywide Parking Study – Consulting Services

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**AGENDA TITLE**

Approve an Agreement with Dixon Resources Unlimited, for Consulting Services for a Citywide Parking Study in an amount not to Exceed \$500,000 for up to a Two-Year Term (General Fund)

**RECOMMENDED ACTION**

Authorize the City Manager to execute an agreement with Dixon Resources Unlimited, for Consulting Services for a Citywide Parking Study in an amount not to exceed \$500,000 for a two-year period beginning September 6, 2022 and expiring on September 5, 2024, with a provision for one one-year extension, for a total aggregate amount not to exceed \$500,000, subject to non-substantive changes approved by the City Manager and City Attorney.

**DISCUSSION**

On April 27, 2022, the Public Works Agency issued a Request for Proposal (RFP) for firms to provide Consulting Services for a Citywide Parking Study (Exhibit 1). The selected consultant will supplement City staff by providing professional services that identify feasible solutions/recommendations to the City's current parking concerns. The solutions/recommendations, which will establish a potential new permit parking program, will need to be comprehensive and address all aspects of the parking demands in the City.

The RFP was advertised on the City's online bid management and publication system, with bids due on June 1, 2022. Two consultants downloaded the project documents. Two proposals were received and evaluated by a selection committee based on criteria as outlined in the RFP. Interviews of the two consultants were conducted on June 28, 2022. Listed below are the responding consultants and their ranking:

Rank	Firm	Average Score	Location
1	Dixon Unlimited	93	San Diego
2	Walker Consultants	87.5	Los Angeles

In accordance with the RFP, staff recommends awarding a contract to Dixon Resources Unlimited (Exhibit 2). Consultant demonstrated a high technical competency and experience performing similar services. The proposals contained a clear path toward achieving City goals and objectives as required by the RFP.

### **ENVIRONMENTAL IMPACT**

There is no environmental impact associated with this action.

### **FISCAL IMPACT**

The total amount of the agreement is not to exceed \$500,000. \$500,000 in General Funds are budgeted and available in the FY 22/23 Council Approved City Budget. Project No. 23-6026 has been assigned to track all expenditures to deliver the parking study. Any unspent funds will be carried forward from FY 22/23 to FY 23/24 to complete the study.

<b>Fiscal Year</b>	<b>Accounting Unit- Account No.</b>	<b>Fund Description</b>	<b>Accounting Unit - Account Description</b>	<b>Amount</b>
2022-23	01117620-62300 (23-6026)	General Fund	PW-Traffic/Transportation- Service Enhancement, Contract Services Professional	\$400,000
2023-24	01117620-62300 (23-6026)	General Fund	PW-Traffic/Transportation- Service Enhancement, Contract Services Professional	\$100,000
<b>Total</b>				<b>\$500,000</b>

### **EXHIBIT(S)**

1. RFP No. 22-074, Citywide Parking Study – Consulting Services
2. Agreement for Dixon Resources Unlimited

Submitted By: Nabil Saba, P.E., Executive Director – Public Works Agency

Approved By: Kristine Ridge, City Manager