

REPORT**DATE ISSUED:** January 29, 2009**REPORT NO:** HCR 09-023**ATTENTION:** Chair and Members of the Housing Commission
For the Agenda of February 20, 2009**SUBJECT:** Amendment to the Parking Study Memorandum of Understanding with the City of San Diego**REQUESTED ACTION:**

That the Housing Commission amend the June 30, 2008 Parking Study Memorandum of Understanding (MOU) with the City of San Diego (City).

STAFF RECOMMENDATION:

Authorize the Executive Vice President & Chief Operating Officer or designee to execute an MOU amendment with the City increasing the funding amount from \$40,000 to \$55,000 for the preparation of the Affordable Housing Parking Study.

BACKGROUND:

Affordable housing developers identify excessive parking requirements as one of the biggest barriers to building affordable housing projects in San Diego. San Diego needs an incontrovertible study to determine what reasonable parking standards should be for affordable housing projects.

On June 30, 2008, the San Diego Housing Commission entered into an MOU with the City to partially underwrite the affordable housing parking study consultant. The project is also underwritten in equal part by the Centre City Development Corporation (CCDC), the Redevelopment Agency (Agency) and the Southeastern Economic Development Corporation (SEDC).

The City's Planning and Community Investment department issued a Request for Proposal (RFP) and formed a proposal review and selection committee consisting of representatives from each underwriting agency. The committee selected Wilbur Smith Associates with a best and final offer of \$218,357 which exceeded the \$160,000 estimate. The Agency, CCDC and SEDC each agreed to increase their contribution by \$15,000. Commission approval to authorize the Executive Vice President & Chief Operating Officer or designee to execute an MOU amendment with the City to increase the amount from \$40,000 to \$55,000 will close the funding gap with equal burden to all agencies.

FISCAL CONSIDERATIONS:

Funding for this contract is included in the FY09 Budget previously approved by the Housing Commission on April 28, 2008 and the Housing Authority on June 10, 2008.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

On July 13, 2008 the City issued a RFP for an Affordable Housing Parking Study. Proposals were due on August 13, 2008. Two responses were received and reviewed by the City, CCDC, SEDC, the Agency and the Housing Commission. Wilbur Smith and Associates were selected by the review team.

ENVIRONMENTAL REVIEW:

This action is not considered a project under the California Environmental Quality Act Sections 15060(c)(3) and 15378. This action is also exempt from the National Environmental Policy Act under Section 58.34(a)(3) administrative and management activities.

KEY STAKEHOLDERS & PROJECTED IMPACTS:

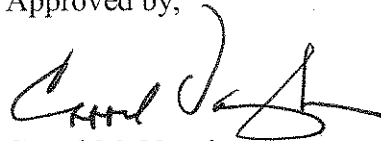
Stakeholders include the City, CCDC, SEDC, the Agency and the Housing Commission.

Respectfully submitted,



D. Todd Philips
Director, Policy
& Public Affairs

Approved by,



Carrol M. Vaughan
Executive Vice President &
Chief Operating Officer

Attachments: June 30, 2008 MOU
Wilbur Smith Associates Pricing Proposal

Hard copies are available for review during business hours at the Housing Commission offices at 1122 Broadway, San Diego, CA 92101, Main Lobby and at the Office of the City Clerk, 202 C Street, San Diego, CA 92101. You may review complete docket materials on the San Diego Housing Commission website at www.sdhc.org.

MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING is entered into on this 30th day of June 2008, by and between THE SAN DIEGO HOUSING COMMISSION, a public agency hereinafter called "Housing Commission," and THE CITY OF SAN DIEGO, hereinafter referred to as "City."

RECITALS

WHEREAS, affordable housing is a priority for the City of San Diego; and

WHEREAS, it is vital that the City explore innovative parking regulations that encourage well-designed projects and maximize living space. Inflexible or outmoded parking requirements contribute to land use inefficiencies, increased costs, and bar augmenting the City's stock of affordable housing; and

WHEREAS, the City's City Planning & Community Investment Department is seeking proposals from qualified transportation planning and parking consultants to evaluate the parking demand in regulated affordable housing projects and develop innovative parking regulations that take into account the projects' variables that determine parking demand; and

WHEREAS, the City, Housing Commission, Southeastern Economic Development Corporation, Centre City Development Corporation, and San Diego Association of Governments will participate in an advisory capacity and provide guidance on the consultant's work throughout the duration of the project; and

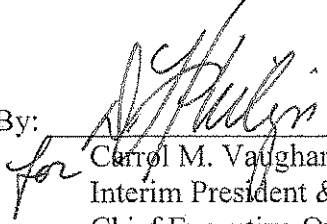
WHEREAS, delegation of authority from the Housing Authority to Housing Commission provides the Housing Commission President & CEO the authority to enter into contracts with Consultants or Architects or Engineers up to \$50,000.

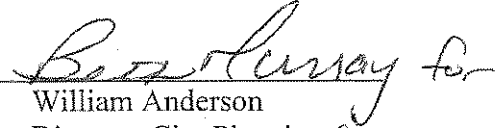
NOW, THEREFORE, the City and the Housing Commission agree as follows:

1. The Housing Commission agrees to pay the City a total annual amount not to exceed FORTY THOUSAND (\$40,000) for FY09 to partially underwrite the parking study consultant cost.
2. The City agrees to return to the Housing Commission any portion of these funds not required for the purpose specified herein.
3. The City agrees to account to the Housing Commission for the use of the funds.

SAN DIEGO HOUSING COMMISSION

CITY OF SAN DIEGO

By: 
for Carol M. Vaughan
Interim President &
Chief Executive Officer

By:  for
William Anderson
Director, City Planning &
Community Investment


Date: _____


Date: 6/19/08

APPROVED:

CHRISTENSEN, SCHWERDTFEGER
& SPATH, LLP

MICHAEL AGUIRRE,
CITY ATTORNEY

By: 
Charles Christensen
General Counsel
San Diego Housing Commission

By: 
Michael Neumeyer
Deputy Counsel
City of San Diego
*ALEX W. SACHS
DEPUTY CITY ATTORNEY*

AFFORDABLE HOUSING PARKING REQUIREMENTS
Wilbur Smith Associates Pricing Proposal
Updated: October 31, 2008

Description	List of Personnel Titles	Cost per Description	Extended for all Titles and Task Description
Task 1: Coordinate With Agencies and Stakeholders	OFFICERS / PRINCIPALS II	\$275.00	\$3,300.00
	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$7,600.00
	SUBCONSULTANT (RWW)	\$1,720.00	\$1,720.00
	Direct Costs (Travel)	\$2,200.00	\$2,200.00
<i>Subtotal Task 1</i>			<i>\$14,820.00</i>
Task 2: Public Outreach and Participation	OFFICERS / PRINCIPALS II	\$275.00	\$2,200.00
	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$3,040.00
	PRINCIPAL ENGINEER / PLANNER II	\$135.00	\$2,160.00
	SUBCONSULTANT (EDAW)	\$57,397.50	\$57,397.50
<i>Subtotal Task 2</i>			<i>\$64,797.50</i>
Task 3: Review and Synthesize Existing Information	OFFICERS / PRINCIPALS II	\$275.00	\$550.00
	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$1,520.00
	SENIOR ENGINEER / PLANNER I	\$100.00	\$3,200.00
	ENGINEER / PLANNER I	\$85.00	\$3,400.00
<i>Subtotal Task 3</i>			<i>\$8,670.00</i>
Task 4: Develop Parking Data Collection Methodology	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$1,520.00
	SENIOR ENGINEER / PLANNER I	\$100.00	\$2,400.00
	ENGINEER / PLANNER I	\$85.00	\$1,700.00
	SUBCONSULTANT (RWW)	\$6,880.00	\$6,880.00
<i>Subtotal Task 4</i>			<i>\$12,500.00</i>
Task 5: Collect Data Study Sites - Per Site	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$76.00
	ENGINEER / PLANNER II	\$90.00	\$270.00
	ENGINEER / PLANNER I	\$85.00	\$255.00
	ADMIN SUPPORT	\$60.00	\$90.00
	FIELD	\$20.00	\$90.00
	SUBCONSULTANT (NDS)	\$456.00	\$456.00
	Direct Costs (Travel and Lodging)	\$615.00	\$615.00
<i>Subtotal Per Site</i>			<i>\$1,852.00</i>
<i>Subtotal Task 5</i>			<i>20 Study Sites \$37,040.00</i>
Task 6: Correlate Project Variables and Parking Demand	OFFICERS / PRINCIPALS II	\$275.00	\$550.00
	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$1,520.00
	PRINCIPAL ENGINEER / PLANNER II	\$135.00	\$2,160.00
	ENGINEER / PLANNER II	\$90.00	\$1,800.00
	ENGINEER / PLANNER I	\$85.00	\$3,400.00
	SUBCONSULTANT (RWW)	\$11,180.00	\$11,180.00
<i>Subtotal Task 6</i>			<i>\$20,610.00</i>

AFFORDABLE HOUSING PARKING REQUIREMENTS
Wilbur Smith Associates Pricing Proposal
Updated: October 31, 2008

Description	List of Personnel Titles	Cost per Description	Extended for all Titles and Task Description
Task 7: Conduct Case Study	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$760.00
	ENGINEER / PLANNER I	\$85.00	\$680.00
	SUBCONSULTANT (MRK)	\$7,000.00	\$7,000.00
<i>Subtotal Task 7</i>			<i>\$8,440.00</i>
Task 8: Evaluate Model for New Parking Requirements	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$3,040.00
	PRINCIPAL ENGINEER / PLANNER II	\$135.00	\$2,160.00
	ENGINEER / PLANNER I	\$85.00	\$2,720.00
	SUBCONSULTANT (RWW)	\$2,580.00	\$2,580.00
<i>Subtotal Task 8</i>			<i>\$10,500.00</i>
Task 9: Study and Address Tandem Parking Issues	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$1,520.00
	PRINCIPAL ENGINEER / PLANNER II	\$135.00	\$1,620.00
	ENGINEER / PLANNER I	\$85.00	\$1,700.00
	SUBCONSULTANT (MRK)	\$2,100.00	\$2,100.00
<i>Subtotal Task 9</i>			<i>\$6,940.00</i>
Task 10: Revise Affordable Parking Policies Strategies and Regulations	OFFICERS / PRINCIPALS II	\$275.00	\$550.00
	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$2,280.00
	PRINCIPAL ENGINEER / PLANNER II	\$135.00	\$2,700.00
	SUBCONSULTANT (MRK)	\$2,100.00	\$2,100.00
<i>Subtotal Task 10</i>			<i>\$7,630.00</i>
Task 11: Environmental Analysis for Updating the Land Development Code	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$760.00
	SUBCONSULTANT (EDAW)	\$4,760.00	\$4,760.00
<i>Subtotal Task 11</i>			<i>\$5,520.00</i>
Task 12: Prepare Draft Report	OFFICERS / PRINCIPALS II	\$275.00	\$550.00
	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$3,040.00
	PRINCIPAL ENGINEER / PLANNER II	\$135.00	\$2,160.00
	ENGINEER / PLANNER I	\$85.00	\$1,700.00
	TECHNICIAN I	\$65.00	\$2,600.00
	SUBCONSULTANT (MRK)	\$1,400.00	\$1,400.00
	SUBCONSULTANT (RWW)	\$860.00	\$860.00
	Direct Costs (Printing and Reproductions)	\$500.00	\$500.00
<i>Subtotal Task 12</i>			<i>\$12,810.00</i>

AFFORDABLE HOUSING PARKING REQUIREMENTS
Wilbur Smith Associates Pricing Proposal
Updated: October 31, 2008

Description	List of Personnel Titles	Cost per Description	Extended for all Titles and Task Description	
Task 13: Finalize the Report	OFFICERS / PRINCIPALS II	\$275.00	\$1,100.00	
	ASSOCIATE ENGINEER / PLANNER II	\$190.00	\$1,520.00	
	PRINCIPAL ENGINEER / PLANNER II	\$135.00	\$1,080.00	
	ENGINEER / PLANNER I	\$85.00	\$1,020.00	
	TECHNICIAN I	\$65.00	\$1,300.00	
	SUBCONSULTANT (MRK)	\$700.00	\$700.00	
	SUBCONSULTANT (RWW)	\$860.00	\$860.00	
	Direct Costs (Printing and Reproductions)	\$500.00	\$500.00	
	<i>Subtotal Task 13</i>			<i>\$8,080.00</i>
	TOTAL:			\$218,357.50