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AN ORDINANCE APPROVING AND ORDERING
EXECUTION OF AN AGREEMENT FOR
ENGINEERING SERVICES RELATING TO
SURVEYS AND THE PREPARATION OF AN
OFF-STREET PARKING REPORT

CITY ORDINANCE NO. _____

BE IT ORDAINED BY THE CITY COUNCIL OF URBANA, IN CHAMPAIGN
COUNTY, ILLINOIS:

SECTION 1. That the City Council hereby approves the attached
"Agreement" by and between The City of Urbana,
Illinois, a municipality, and Jenkins, Merchant and Nankivil,
Consulting Engineers, Springfield, Illinois, in the form attached
hereto and hereby made a part hereof, and hereby authorizes and
directs the Mayor to execute in quadruple the said Agreement in
behalf of the City with the attestation of the City Clerk.

PASSED: September 7, 1954

SIGNED: September 8, 1954

RECORDED: September 10, 1954

Glen E. Chapman
Mayor

ATTEST: Bess D. Holmes
City Clerk

filed Aug. 16, 1954

A G R E E M E N T

THIS AGREEMENT made this _____ day of August, 1954, by and between the City of Urbana, Champaign County, State of Illinois, a municipal corporation, acting by and through its Mayor and City Council, party of the first part, hereinafter designated as the City, and Jenkins, Merchant and Nankivil, Consulting Engineers, Springfield, Illinois, parties of the second part, hereinafter designated as the Engineers, WITNESSETH:

WHEREAS, it is necessary in the public interest to develop properties to be acquired by the City for the creation of off-street parking lots; and

WHEREAS, it is necessary that surveys, research, studies, analysis of all available data be made, and recommendations in report form be prepared for consideration by the City as to the practical and financial feasibility of such off-street parking lot development; and

WHEREAS, the parties hereto believe that a detailed definition and interpretation of work scope, including improvements that may be recommended, and designation of tentative sequence of performance, is required; and

WHEREAS, the City and the Engineers consider that information has been developed to such a point that both principal parties interested in the preparation of an adequate report should enter into a written agreement to cover the aforementioned work and contingencies that may be necessary in connection with the presentation of traffic and financial data pertaining to the development of said parking lots and other required work of engineering classification.

NOW, THEREFORE, in consideration of these premises and mutual covenants herein set forth, be it mutually agreed as follows:

SECTION 1. REPORT PREPARATION.

The City hereby employs Jenkins, Merchant and Nankivil, Consulting Engineers, to make and said Engineers hereby agree to furnish and perform the various professional services required for the pertinent traffic study and preparation of a report to contain information generally outlined as follows:

- (a) Adequate studies of the traffic and parking situation in the downtown or central business district of Urbana, with the district boundaries to be presented in map form as a part of the report. The study and report will also concern the streets which are the principal means of ingress and egress to and from the central district and other locations outside of the central district, if such are required.
- (b) Physical survey of existing and potential parking facilities to include determination of present parking capacity for central business district under existing restrictions.
- (c) Description by maps or otherwise of existing off-street parking facilities in central district.
- (d) Determination of present loading and unloading facilities for passengers, freight and merchandise.
- (e) Determination of demands of business, carriers of passengers, and commercial truckers, with respect to parking facilities, loading and unloading facilities, businesses depending on adjacent curb facilities, locations and capacities needed for all-day and shorter parking periods.
- (f) Analysis of all available information, supplemented by field surveys to show traffic flow and congestion inside and at critical points outside of the central district.
- (g) Determination and analysis by charts or maps or text of the portion of parking demand that can be met by metered and unmetered curb spaces.
- (h) Discussion of prohibition of parking on certain streets at certain hours, if required.
- (i) Determination of off-street parking requirements in time and vehicular volume.
- (j) Discussion of location of off-street parking facilities to best serve public demands in the central area.
- (k) Schematic sketches of the several elements of the off-street parking lot development program from which cost

estimates may be prepared.

- (l) Estimated gross revenues, operation and maintenance expenses, and financing method.
- (m) Suggestions regarding utilization of provisions of parking authority act.

Furthermore, the Engineers will work with other committees, boards, organizations or commissions within the corporate limits of the City, should problems develop in the preparation of the report that may be related to their regular functions or in any way connected with the above-mentioned organizations.

The Engineers agree that their services shall further consist of necessary conferences with the Off-Street Parking Committee and the City Council, and the required examinations and inspections of the several parking lot sites which may be considered.

Assistance to the City Attorney will be rendered in the technical aspects of any ordinances that may be required to activate the accepted recommendations of the report.

The Engineers will provide data and information to assist in the publicity program essential for the cooperation of the general public and in carrying out accepted recommendations for vehicular parking control.

SECTION 2. REPORT RECOMMENDATIONS:

Definite conclusions, recommendations, and suggestions shall be submitted for improvement of vehicular parking conditions and relief thereby of traffic congestion, based on the general assumption that no immediate improvement can be expected in widths of streets except as may be discussed or outlined in the text of the report. It is anticipated that this section of the report will cover, but not necessarily be limited to, the following items:

- (a) Changes in time restrictions and more efficient use of curb space, if such is practicable.
- (b) Suggestions for regulating or controlling service requirements of business to prevent undue parking handicaps.
- (c) Consideration of off-street loading facilities in construction of new buildings or in substantial remodeling of existing structures.
- (d) It is anticipated that no justification may be found to

warrant the serious consideration of other than ground surface parking facilities; hence, no estimates of parking garage costs will be furnished.

- (e) Possible "over the road" truck restriction to transportation companies' loading docks and keeping off of streets and out of congested business areas during business-day operations regardless of actual hours.
- (f) Discussion as to size of truck units to be allowed in central district to serve buildings or use streets as throughways during hours of principal congestion.
- (g) Discussion pertaining to normal or angle parking of vehicles on streets and on lots to be developed.
- (h) Other recommendations as studies and analyses may determine to be feasible and practicable.
- (i) Presentation of a plan for the development and operation of off-street parking facilities and recommendations for increasing the scope thereof as future demands may require.
- (j) A suggested construction program to provide for vehicular parking requirements, taking into consideration the City's present and future needs and the ability to finance such construction work.

SECTION 3. POSITION OF THE CITY COUNCIL

AND THE OFF STREET PARKING COMMITTEE:

It is understood that the actual selection of parking lot sites shall be determined by the City Council with the aid and advice of the Off-Street Parking Committee.

The City Council will issue certificates of payment, keep accounts and furnish general administration, with the advice of the Committee.

The City Council and the Committee each also agrees to make available at no expense to the Engineers all data and information contained within its several files and offices and offices of employees which may be required for use in making traffic surveys, studies and preparation of text and exhibits to be contained in the report.

Since the City Engineer does not operate on a salary, maps, plats and charts that may be supplied by him will be obtained at regular cost by the Engineers. Advice, counsel, and general information, however, is requested without expense to the Engineers.

Should the City decide that additional engineering work, not covered by this Agreement, shall be performed in connection with the report or elements thereof, it is agreed that such necessary services will be provided by the Engineers, with compensation to be determined at the time such work may be ordered.

The Engineers shall be permitted to utilize, without expense to them, all information that may be available from the City files, from the records of the City Engineer of Urbana, and from the transportation company. It is anticipated that the Division of Highways of the State of Illinois, and the County Superintendent of Highways of Champaign County will also be able to supply data of great value.

The Engineers, in turn, shall cooperate fully with the City Attorney and all City officials and committee members in preparation of the report and assistance in future ordinances and regulations.

It is expressly understood that all studies, maps, plats, tables, charts, estimates, and other information obtained from any source, including the outstanding work performed by the Off-Street Parking Committee, shall be subject to independent review and analysis by the Engineers.

SECTION 4. DELIVERY OF REPORT:

1. Results of all of the above work will be prepared and delivered to the City in mimeographed form, except maps, etc., which will be in printed form.

2. Before completion of the report, the preliminary draft thereof, including exhibits and other data, shall be presented for prompt review and comment by all interested parties.

3. We propose to assemble the text, maps, tables, exhibits, cost estimates and other material in orderly arranged and attractively bound form for delivery to the City Council through the Off-Street Parking Committee.

4. Forty copies of the report will be prepared for use by officials and organizations interested in the development of off-street parking lots. No detailed plans or specifications for improvement of streets or of parking areas are to be included under this agreement, but general plans and recommendations will, of course, be a part of the report.

5. We, as Engineers, propose to complete and deliver the report as herein described to the City Council, through the Off-Street Parking Committee, on or about October 15, 1954, with the understanding that conditions beyond our control may not permit exact compliance with that calendar date.

SECTION 5. COMPENSATION OF ENGINEERS:

We, as Engineers, propose to deliver to the City Council, through the Off-Street Parking Committee, the forty bound copies of the report for the lump sum fee of....\$1,275.

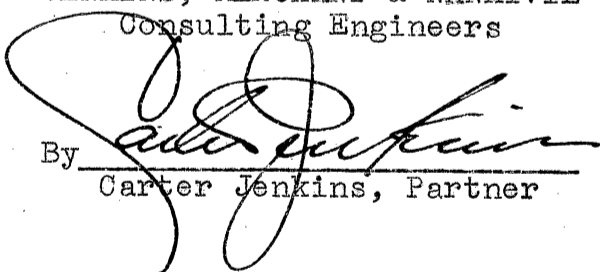
There shall be due and payable within ten days after acceptance of this proposal the sum of.....\$ 175.

Upon submission of the preliminary draft of the report, together with preliminary copies of maps, charts, exhibits, tables, etc., and approving review thereof by the Committee, the sum of.....\$ 600.

There shall be due and payable when the report has been delivered and accepted by the Committee and by the City Council the balance due, in the sum of.....\$ 500.

We are submitting an original and three copies of this proposal. The return of two copies signed as provided in the spaces therefor will constitute acceptance.


JENKINS, MERCHANT & NANKIVIL
Consulting Engineers

By 
Carter Jenkins, Partner

RECOMMENDED:
OFF-STREET PARKING COMMITTEE


Charles M. Webber, Chairman

ACCEPTED:
CITY OF URBANA


Glen E. Chapman, Mayor

ATTEST:


Bess M. Holmes, City Clerk