

# **City of Jacksonville**

*117 W. Duval Street  
Jacksonville, FL 32202*



## **Meeting Minutes Subcommittee on Downtown Parking**

**Tuesday, September 10, 2024**

**12:00 PM**

**Council Chamber,  
1st Floor,  
City Hall**

**Special Committee on the Future of Downtown**

Meeting convened: 12:00 pm      Meeting adjourned: 1:20 pm

Attendance: Council Members Diamond, Miller, J. Carlucci, Carrico and Peluso

Also: Mary Staffopoulos, OGC; Kim Taylor and Brian Parks, Auditor's Office; Colleen Hampsey, Council Research

### **Meeting Call to Order**

### **Welcome and Instructions**

Chair Diamond convened the meeting and called for introductions.

### **Review of Charge**

Council Member Carrico reviewed the charge for the Special Committee on the Future of Downtown, and the reason for the creation of this subcommittee in order to evaluate the function and operation of downtown parking.

Ms. Boyer, DIA, provided an overview of how parking came under the purview of DIA. She explained the dual role of DIA, as the downtown CRA and a City department. Under the role of City department, DIA oversees public parking downtown (Duval St., Ed Ball, St. James, Water St., and Yates garages, some surface lots, and on-street) and handicap enforcement city-wide. Ms. Boyer talked about how parking rates impact the availability of street parking. The group discussed the pros and cons of relocating parking to another department. Ms. Boyer talked about garages owned by MPS (Arena, Sports Complex and Courthouse) where the CRA is the tenant, but has the option to purchase the garages when the contract expires.

## Review of Scoring Sheets

There was an in-depth discussion about the RFPs that went out for bid last year for operation of the Arena and Sports Complex garages, or the Courthouse garage, or all three. Council Member Diamond asked about the selection of the scoring panel, which for this bid process was made up of one member of the DIA board (Joe Hassan and then Micah Heavener) and 2 DIA staffers (Guy Parola and John Crescimbeni). 4 applications were received and scored by the panel, averaged by Procurement, and an award determined for the highest scorer.

Council Member Diamond said that he had wanted the contract determination to be paused pending a review of the scoring process. They talked about potential liability to rescind the award. There was one protest to the award from one of the bidders, but it was rejected for not being timely. Council Member J. Carlucci noted the tight protest filing timeline. Council Member Diamond criticized the lack of notification to bidders and how that impacts the ability to protest timely.

Mr. Parola, DIA, answered questions about his scoring process. He explained the scoring matrix based upon the criteria built into the RFP.

Mr. Crescimbeni fielded numerous questions about his scoring analysis. He described the required secrecy about the scoring related to the other panelists, staff and the applicants. Council Members Diamond and Miller questioned the validity of a low score given to one of the applicants and the difference between scorers. Council Member J. Carlucci asked what type of training the panel received. Council Member Peluso emphasized that the scores are based strictly on the face of the applications, not prior knowledge of the applicants.

Council Member Carrico asked if the full special committee has the authority to re-issue the RFP. Mary Sattfopoulos, OGC, noted that there are state procurement rules and she said that the Chief of Procurement should be consulted on this issue. Ms. Staffopoulos said that she will coordinate with Chief Freeman and Council Member Carrico about the RFP process.

There was mention of the committee's charge and whether assessing procurement policies are within their charge. Council Member Miller asked several questions about the scores and who checks the scoring sheets. Ms. Boyer said that score disparities are not unusual.

## Recommendations from the Committee

Council Member Carrico said that it might make more sense for DIA to focus on economic development and not parking operations. Council Member Miller concurred. There was talk about the revenue gained through parking fees and penalties.

Ms. Boyer spoke about Council Member Salem's inquiry about a lack of street parking near retailers. She mentioned that City vehicles with logos are permitted to park on the street, and she said that some street parking is utilized by City employees with disabilities who do not have access to City garages due to waiting lists. Ms. Boyer recommended City staff parking vouchers to be used at City garages of their choosing, instead of an employee discount at a specified garage.

## Meeting Adjournment

Council Member Diamond said this may be the first and final meeting for this subcommittee. With no further business, he adjourned the meeting.

Minutes: Colleen Hampsey, Council Research  
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