



Department Source: Public Works

To: City Council

From: City Manager & Staff

Council Meeting Date: April 3, 2017

Re: Appropriating Funds for Purchase and Installation of a Parking Facility Gate Arm System and Parking Meter Replacements

## Executive Summary

Appropriating funds from the Parking Utility retained earnings account to a capital improvement project account for the purchase and installation of a gate arm system for all six City parking facilities, and for parking meter upgrades.

## Discussion

A gate arm system has been identified in the Parking Utility's capital improvement program for purchase and installation in all City parking facilities over the next four years. A gate arm system will provide the following benefits:

- More efficient enforcement and improved security.
- Operational savings in reduced payroll by eliminating part-time attendants needed daily at the Plaza garage, and at the Short Street garage during special events.
- Increased revenue as entrance and egress lanes for all garages will be controlled and contingent upon payment. The vendor projects a minimum of 10% revenue increase for hourly spaces in the garages once the system is installed.
- A consistent, standardized system of lane control and payment at all garages, which should dramatically improve customer service.
- Detailed occupancy reports for all garages.

The Purchasing division bid the gate arm system project and a vendor was selected; however, the contract with the vendor cannot be executed until an appropriation is authorized by Council. Although staff had originally planned to purchase and install the gate arm system in just one or two parking facilities each year for the next four years, it has been determined that the City will realize a substantial cost savings, identified below, if the system is purchased and installed for all six parking facilities at one time.

- A \$2,500 mobilization fee will be charged each time the vendor travels to Columbia to install a gate arm system in a parking facility, which could potentially cost \$15,000 (\$2,500 x 6 garages); however, if the system is installed in all parking facilities at one time, there would be just one \$2,500 mobilization fee.
- Vendor and local electrician estimate a 3% increase in equipment costs each year.
- Vendor projects a minimum 10% increase in hourly parking revenue due to having a gate arm system which ensures payment before a vehicle can exit the facility.



# City of Columbia

701 East Broadway, Columbia, Missouri 65201

Staff is requesting to appropriate \$886,193 from the Parking Utility retained earnings account for the purchase and installation of a gate arm system for all six City parking facilities. Staff anticipates the installation will be completed by September/October of 2017.

Staff is also requesting to appropriate \$177,000 from the Parking Utility retained earnings to reimburse their operating account for the recent upgrade of all City parking meters.

## Fiscal Impact

Short-Term Impact: Appropriate from the Parking Utility retained earnings account: \$177,000 to the Parking Utility operating account for recent upgrades to parking meters; and \$886,193 for purchase and installation of a gate arm system for all six City parking facilities.

Long-Term Impact: The scope of work for this project includes a comprehensive five (5) year warranty for parts, labor, software upgrades and maintenance; and four (4) preventative maintenance visits per year. While the actual impact is unknown, it is projected that hourly space revenue in the garages will increase by a minimum of 10%.

## Vision & Strategic Plan Impact

### Vision Impacts:

Primary Impact: Downtown, Secondary Impact: Community Facilities & Services, Tertiary Impact: Tertiary

### Strategic Plan Impacts:

Primary Impact: Public Safety, Secondary Impact: Operational Excellence, Tertiary Impact: Tertiary

### Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Secondary, Tertiary Impact: Tertiary

## Legislative History

Date	Action
None	None

## Suggested Council Action

Authorize an appropriation of funds from the Parking Utility retained earnings account to a capital improvement project account for the purchase and installation of gate arm systems for six City parking facilities, and for parking meter upgrades.