



Department Source: Public Works

To: City Council

From: City Manager & Staff

Council Meeting Date: February 3, 2020

Re: Authorize an Agreement with HUB Parking Technology USA Inc. for professional services and annual licensing and support for a hosted web validation parking system.

Executive Summary

Authorize the City Manager to execute an agreement with HUB Parking Technology USA Inc. for the purchase of professional services and annual licensing and support for a hosted web validation parking system for City owned parking structures.

Discussion

At the September 16, 2019 Council Meeting, Council approved Ordinance B280-19 authorizing the appropriation to purchase web validation software from HUB Parking Technology in the amount of \$8,839.00. At the December 16, 2019 Council meeting, Council approved Ordinance B383-19 which amended Chapter 14 related to the assessment and payment of hourly parking structures. The council memo for B383-19 discussed in detail the intent to utilize the HUB web validation system to assign user names and passwords to allow different entities to access the system and validate their clients' parking tickets, as needed.

The Parking Utility can track the number of validated tickets used by each entity on a monthly basis and bill accordingly. The Utility expects that the Web Validation System will provide a streamlined process for the provision and tracking of free parking tickets to users. Parking Utility currently has a number of customers for which the hourly parking fee is waived for individual users and paid for on behalf of a supporting entity. These customers include:

- The Boone County Courthouse, which pays for individual jurors to park in either the City's Plaza or 5th & Walnut parking garages;
- The Broadway Hotel, which provides parking in the City's Short Street garage to hotel guests;
- The City's Human Resources Department, which provides parking in the City's 5th & Walnut Street Garage for employees attending staff orientation or training;
- The City's Boards and Commissions, whose commissioners are provided parking in the City's municipal garages;
- Guests for various special meetings and events

There are currently two processes that the Parking Utility can undertake to validate parking tickets for such user groups:

1. Pre-printed validated parking tickets distributed to the above listed entities, for a fee, so that they can provide to their clientele.



- Utilize the HUB web validation system, for which the Parking Utility has negotiated an agreement.

Staff is requesting that Council authorize the City Manager to execute the agreement with HUB Parking Technology USA, Inc. for the purchase of professional services and annual licensing and support for a hosted web validation parking system for City owned parking structures.

Fiscal Impact

Short-Term Impact: The agreement with HUB Parking Technology USA Inc. for the professional services for the hosted web validation parking system is a set fee of \$8,340.00, the annual licensing and support fee is \$499.00 per year, total cost for year 1 is \$8,839.00 and will be paid from the Parking Utility.

Long-Term Impact: The annual licensing and support fee due to HUB Parking Technology USA Inc. is \$499.00, per year and will be paid from the Parking Utility.

Strategic & Comprehensive Plan Impact

[Strategic Plan Impacts:](#)

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

[Comprehensive Plan Impacts:](#)

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

Legislative History

Date	Action
12/16/2019	B383-19- Amending Chapter 14 to repeal and re-enact in place thereof a new Section 14-391 relating to the assessment and payment of hourly parking fees in parking structures.
12/16/2019	R174-19- Authorizing a professional services agreement with Parker Technology, LLC for 24/7 intercom monitoring customer support for the gate arm systems in the City's municipal parking structures.
11/04/2019	R158-19- Authorizing an agreement with Windcave Inc. for credit card processing gateway services for the exit and pay-on-foot stations in the City's six (6) municipal parking facilities.
09/16/2019	B280-19- Amending the FY 2019 Annual Budget by appropriating funds for additional equipment associated with the installation of parking facility gate arm systems in municipal parking facilities.



City of Columbia

701 East Broadway, Columbia, Missouri 65201

10/16/2017	PH35-17- Proposed installation of parking facility gate arm systems in municipal parking facilities.
10/16/2017	B291-17- Authorizing installation of parking facility gate arm systems in municipal parking facilities; ratifying the request for proposals issued by the Purchasing Division and authorizing a contract with HUB Parking Technology USA, Inc.
10/02/2017	R132-17-Setting a public hearing: proposed installation of parking facility gate arm systems in municipal parking facilities.
04/17/2017	B103-17- Appropriating funds for the purchase & installation of a gate arm system in all City parking facilities & for parking meter upgrades.

Suggested Council Action

Authorize the City Manager to execute an agreement with HUB Parking Technology USA Inc. for the purchase of professional services and annual licensing and support for a hosted web validation parking system for City owned parking structures.