



Department Source: Public Works

To: City Council

From: City Manager & Staff

Council Meeting Date: October 16, 2017

Re: Public Hearing – Proposed Installation of a Parking Facility Gate Arm System in Municipal Parking Facilities

## Executive Summary

A public hearing for the proposed installation of a parking facility gate arm system in six municipal parking facilities. An Interested Parties (IP) meeting was held October 3, 2017.

## Discussion

On April 17, 2017, Council authorized an appropriation of funds from the Parking Utility retained earnings account for the purchase of a gate arm system to be installed in six municipal parking facilities as identified in the Parking Utility's capital improvement program. 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 and inventory reports for all garages.

Although staff had originally planned to install a gate arm system in just one or two parking facilities each year over the next four years, it was determined that a substantial cost savings would be realized if the system was purchased and installed in all six parking facilities at one time. The vendor and local electrician estimate a 3% increase in equipment costs each year, and a \$2,500 mobilization fee would be charged each time the vendor traveled to Columbia, which could potentially cost \$15,000 (\$2,500 x 6 garages).

An IP meeting was held on October 3, 2017 with three people in attendance including Councilman Ruffin. There were no concerns raised concerning the installation of the proposed gate arm system. Staff expects the installation of the gate arm system in all municipal facilities will be completed by April 1, 2018.

## Fiscal Impact

Short-Term Impact: The total cost for the purchase and installation of a gate arm system for all six parking facilities is \$930,077.62. Council authorized an appropriation of \$886,193 from



Parking Utility retained earnings account to the project account in April of this year.

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

### 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
04/17/2017	B103-17-Appropriating funds from the Parking Utility Retained Earnings account for the purchase and installation of a gate arm system in all City parking facilities.
10/02/2017	R132-17-Setting a public hearing for 10/16/17 for proposed installation of parking facility gate arm system in municipal parking facilities.
10/02/2017	B291-17-Authorizing installation of parking facility gate arm systems in municipal parking facilities.

## Suggested Council Action

After the public hearing and council discussion, authorize the contract with HUB Parking Technology USA, Inc. for installation of a parking facility gate arm system in municipal parking facilities.