

# CITY OF HIGH POINT

## AGENDA ITEM



**Title:** Contract Award to Purchase and Install a New Parking Access and Revenue Control System

**From:** Mark McDonald, Transportation Director

**Meeting Date:** June 18, 2018

**Public Hearing:** No

**Advertising Date:** NA

**Advertised By:** RFP

**Attachments:** Formal Bid Recommendation

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### **PURPOSE:**

Consideration of a contract for the purchase and installation of a new parking access and revenue control (PARC) system at the City's two primary parking facilities.

### **BACKGROUND:**

The City owns three parking garages in the central business district: the Parking Plaza (691 spaces), the Broad Street Garage (256 spaces), and the Main Street Garage (252 spaces). The latter facility is currently leased and operated by the Red Lion Hotel (Inner Circle High Point, LLC) through calendar year 2019.

The existing computerized PARC system uses DOS-based software for ticketing, scanning, and fee computation. This system, as well as the gating equipment used at each entrance and exit, is over 30 years old. Manufactured by Federal APD Systems, the equipment and system software is no longer made or supported, and replacement parts are in very short supply. System crashes and equipment failures are not uncommon, and we rely on the experience of our staff to keep these machines running.

In 2017, the City contracted with Walker Parking Consultants for a parking needs assessment study. This study looked specifically at 1) the current parking operations system; and 2) capital maintenance needs associated with structural deficiencies, accessibility issues, and general aesthetics. Part 1 confirmed that the existing control system was antiquated and not upgradable; Part 2 identified and prioritized repairs and improvements for each facility. On the City's behalf, Walker requested proposals and pricing for several alternative combinations to upgrade the PARC system, to include new equipment, installation, testing, and training. Six (6) vendors submitted proposals, and of these, Southern Time offered the best and most affordable equipment, service, and warranty package for our needs.

Southern Time is based in Wilson, NC, with support services in Winston-Salem and Charlotte. We have worked with them in the past, and they have always been responsive to our needs. The fact that they can be on-site within a couple of hours is a definite plus.

### **BUDGET IMPACT:**

Funding for Part 2 (capital maintenance) has not been approved. However, funds are available to pursue the Part 1 PARC system upgrades identified above for the Plaza and Broad Street garages. Additional funding in the FY 2018-19 budget may be used to extend these enhancements to the Main Street garage after the Inner Circle lease agreement expires in 2019.

### **RECOMMENDATION / ACTION REQUESTED:**

The Transportation Department requests City Council's consideration and approval of a contract with Southern Time for the purchase and installation of a new PARC system the Plaza and Broad Street garages, in the amount of \$209,392. This contract includes system testing and training for our Parking Division staff.



**FORMAL BID RECOMMENDATION  
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: Transportation

COUNCIL AGENDA DATE: June 18, 2018

BID NO.: RFP 47-042518 CONTRACT NO.:  DATE OPENED:

**DESCRIPTION:**

Proposals for the replacement of parking access and revenue control (PARC) software and equipment for the City's parking garages.

**PURPOSE:**

Replacement of obsolete control system software, hardware, ticketing, scanning, fee computation, and gating equipment at the Parking Plaza and Broad Street facilities. Cost includes equipment and machinery, installation, testing, staff training and 2-year service contract and warranty.

**COMMENTS:**

Annual service contract and extended product warranty fees for years 3-5 will be budgeted in the Parking Division's operating budget for FY 2020-23.

RECOMMEND AWARD TO: Southern Time AMOUNT: \$ 209,392

**JUSTIFICATION:**

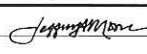
Southern Time's proposal offered the most complete and cost-effective solution. Additionally, Southern Time is based in Wilson, NC and has technical support staff in both Winston-Salem and Charlotte.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
651639	533701	651141000250	40202	\$ 209,392
TOTAL BUDGETED AMOUNT				\$ 209,392

DEPARTMENT HEAD: Mark V. McDonald, P.E. Digitally signed by Mark V. McDonald, P.E.  
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Date: 2018.06.07 11:18:13 -0400 DATE: Jun 7, 2018

The Purchasing Division concurs with recommendation submitted by the Transportation and recommends award to the lowest responsible, responsive bidder Southern Time in the amount of \$ 209,392.00.

PURCHASING MANAGER: Erik Conti Digitally signed by Erik Conti  
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Approved for Submission to Council  
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