



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL** **DATE: JUNE 14, 2022**

**FROM: PUBLIC WORKS DEPARTMENT** **WARD: 1**

**SUBJECT: AWARD RFP NO. 1955 DOWNTOWN PARKING GARAGE - PARKING ACCESS AND REVENUE CONTROL SYSTEM REPLACEMENT IN THREE GARAGES TO TIBA PARKING SYSTEMS, LLC, A GEORGIA LIMITED LIABILITY COMPANY, FOR A SIX-YEAR PERIOD WITH TWO OPTIONAL TWO-YEAR EXTENSIONS, IN THE AMOUNT OF \$1,309,544.79 AND A 10% (\$130,954) CHANGE ORDER AUTHORITY FOR A TOTAL AMOUNT OF \$1,440,498.79**

## **ISSUE:**

Consider awarding RFP No. 1955 Downtown Parking Garage - Parking Access and Revenue Control System Replacement in three garages to TIBA Parking Systems, LLC, a Georgia limited liability company, for a six-year period with two optional two-year extensions, in the amount of \$1,309,544.79 and a 10% (\$130,954) change order authority for a total amount of \$1,440,498.79.

## **RECOMMENDATIONS:**

That the City Council:

1. Award RFP No. 1955 to TIBA Parking Systems, LLC, for Parking Access and Revenue Control System Replacement in three (3) downtown garages in the amount of \$1,309,544.79 for a six-year period with two optional two-year extensions;
2. Authorize change order authority up to 10% or \$130,954 of the total contract for additional maintenance and services due to unforeseen conditions; and
3. Authorize the City Manager, or his designee, to execute the Service Agreement with TIBA Parking Systems, LLC, including making any minor non-substantive changes in alignment with all purchasing policies.

## **BACKGROUND:**

On February 15, 2022, the City Council approved a new Parking Rate and Hour Schedule, which extends the hours of operation of the City's parking garages beginning July 1, 2022. The implementation of the extended hours of operation will require the City's parking management contractor to increase staff coverage to physically support the garage operations. The existing outdated PARCS equipment is no longer reliable, frequently breaks down, is not supported by the

manufacturer, and is dependent on refurbished spare parts that are difficult to source. Upon installation of the new PARCS equipment, garage operations will transition to the new equipment and staff will be reallocated to other value-added roles.

The new PARCS includes equipment, software, hardware, programming, testing, and commissioning, along with integration with third-party systems, which will deliver a fully functioning system for the parking garages. The PARCS will utilize a cloud-based facility management system allowing for software updates and future system scale up. The facility management system will provide a dashboard to monitor and control garage occupancy, real-time reporting, data import/export capabilities, complete revenue control and auditing along with central credit card management. The PARCS will integrate with third-party license plate recognition cameras to effectively manage the entry/exit lanes, increasing revenues, increasing traffic throughput, and enhancing customer satisfaction. The PARCS can interface with third-party reservation firms to allow visitors to prepay for parking or make a reservation on demand.

The City has opted to install the new PARCS in garages 3, 6, and 7. Garages 1 and 2 were recently deemed surplus and these two garages will not be upgraded with the new PARCS equipment. Nevertheless, the operation of garages 1 and 2 will continue and be maintained by repurposing the equipment from garages 3, 6, and 7 over the next few years until the facilities are sold.

On February 15, 2022, the City Council directed staff to return to City Council with a recommendation to award the PARCS to replace outdated garage equipment.

## **DISCUSSION:**

On March 31, 2020, the City of Riverside issued RFP No. 1955 Downtown Parking Garage – Parking Access and Revenue Control System (PARCS) Replacement. The scope of services required the vendor to (1) remove and replace existing equipment; and (2) provide and install a fully functioning parking access and revenue control system (PARCS) for up to five (5) Downtown Riverside Parking Garages with state-of-the-art parking equipment, service, and support. Even though the RFP requested a proposal for up to five parking garages, the City recently designated two of the garages as surplus property, and they are no longer scheduled for the PARCS upgrades.

Five proposals were received, and after IT reviewed all of the bids, only two bids were determined to meet the City's IT requirements. A five-member selection committee was assembled comprised of representatives knowledgeable and involved in the downtown parking operation.

The selection committee reviewed each proposal for completeness, thorough understanding of the scope of services, overall company capability, company qualifications, cost proposal, experience with equipment, responsiveness to customer service, and ability to offer innovative solutions for current and future needs.

The committee submitted their individual scores to the City Purchasing Department, which then calculated a cumulative score for each of the proposals. Based on the cumulative score, TIBA Parking Systems, LLC, (TIBA) ranked as the best qualified to remove and upgrade the City's existing PARCS in the downtown parking garages.

The Purchasing Manager concurs that the recommended action to award is in compliance with Purchasing Resolution 23812.

## **STRATEGIC PLAN ALIGNMENT:**

The contract with TIBA for the PARCS aligns with **Strategic Priority 6 – Infrastructure, Mobility, and Connectivity** and **Goal 6.2** – Maintain, protect, and improve assets and infrastructure within the City’s built environment to ensure and enhance reliability, resiliency, sustainability, and facilitate connectivity.

Furthermore, this project aligns with the Cross-Cutting Threads as outlined below:

1. **Community Trust** – The City follows a transparent and fair procurement process for its contracts.
2. **Equity** – This agreement is neutral to the Equity cross cutting thread.
3. **Fiscal Responsibility** – Numerous proposals were vetted to determine the best PARCS equipment that addresses the current and future needs of the City with the most economical cost at the time of award.
4. **Innovation** – The PARCS equipment offered through the agreement is an integral part of the Parking Ecosystem Sustainability Plan, which will allow parking availability to be published to visitors using third party applications.
5. **Sustainability & Resiliency** – The equipment related to this agreement is fully funded by the Public Parking Fund. A healthy parking ecosystem contributes to the economic prosperity of downtown Riverside.

## **FISCAL IMPACT:**

The total fiscal impact of this action is \$1,440,498.79. The cost is itemized by fiscal year in the table below and includes equipment procurement, installation, service and maintenance warranty, and contingency for the Parking Access and Revenue Control System.

Table 1

<b>Fiscal Year</b>	<b>Task</b>	<b>Account Number</b>	<b>Amount</b>
2022/23	Equipment procurement, installation, service & warranty	9912900-440301	\$899,315.79
2023/24	Annual service & maintenance warranty	4150000-421002	\$66,145.00
2024/25	Annual service & maintenance warranty	4150000-421002	\$80,392.00
2025/26	Annual service & maintenance warranty	4150000-421002	\$83,458.00
2026/27	Annual service & maintenance warranty	4150000-421002	\$88,295.00
2027/28	Annual service & maintenance warranty	4150000-421002	\$91,939.00
As needed	10% contingency	4150000-421002	\$130,954.00
<b>Total</b>			<b>\$1,440,498.79</b>

Sufficient funding has been budgeted in the FY 2022-2024 budget that will be brought to Council on June 21, 2022, for adoption. Funds are budgeted in the Public Parking Fund, PARCS Capital Project account number 9912900-440301. Appropriations for future fiscal years will be included in the Public Works Department’s Budget submission and will be presented to the City Council for approval.

Prepared by: Gilbert Hernandez, Public Works Director  
Certified as to  
availability of funds: Edward Enriquez, Interim Assistant City Manager/CFO/Treasurer  
Approved by: Kris Martinez, Assistant City Manager  
Approved as to form: Phaedra A. Norton, City Attorney

Attachments:

1. PARCS Service Agreement with TIBA Parking Systems, LLC.
2. City Council Meeting Minutes – February 15, 2022
3. RFP Proposal – TIBA Parking Systems
4. Bid Award Recommendation
5. Presentation