



**Purchasing Service Agreement  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 36  
AGENDA DATE: Thu 09/02/2004  
PAGE: 1 of 2**

**SUBJECT:** Authorize negotiation and execution of a 60-month service agreement with AMPCO SYSTEM PARKING, Houston, TX, for parking lot operation and management at the new City Hall, One Texas Center and the IH-35 lots in an amount not to exceed \$2,001,747, with two 12-month extension options in an amount not to exceed \$408,086 per extension option, for a total agreement amount not to exceed \$2,817,919.

**AMOUNT & SOURCE OF FUNDING:** Funding in the amount of \$215,249 is included in the Fiscal Year 2004-2005 Proposed City Hall Parking Fund; \$149,804 is included in the Fiscal Year 2004-2005 Proposed IH-35 Parking Program Fund; and \$4,350 is included in the Fiscal Year 2004-2005 Proposed One Texas Center Parking Fund. Funding for the remaining 48-months of the original contract period and extension options is contingent upon available funding in future budgets.

**FISCAL NOTE:** *There is no unanticipated fiscal impact. A fiscal note is not required.*

**REQUESTING** Purchasing **DIRECTOR'S**  
**DEPARTMENT:** for Economic Growth and **AUTHORIZATION:** Vickie Schubert  
Redevelopment Services;  
Financial and  
Administrative Services -  
Building Services;

**FOR MORE INFORMATION CONTACT:** Mick Osborne, Sr. Buyer/974-2995

**PRIOR COUNCIL ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** Best proposal of six proposals received.

**MBE / WBE:** This contract will be awarded in compliance with Chapter 2-9 of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

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This contract will provide for parking lot operation and management at the new City Hall, One Texas Center and the IH-35 lots. The contractor will provide personnel to manage the approximately 729 spaces at the new City Hall, 910 spaces at One Texas Center and 288 spaces at the IH-35 lots between 6<sup>th</sup> & 8<sup>th</sup> streets.

The four-level City Hall parking garage will be available to the public 365 days per year. Public parking availability will be dependent upon the day's activities. Parking operations will include employee, public retail, contracted and valet services. Operating expenses for the first twelve months include a management fee of \$11,268 and proposed reimbursable expenses of \$203,981. After year one, the management fee will be \$17,256 annually and estimated reimbursable expenses are \$232,176. Reimbursable expenses include payroll, benefits, supplies, repair and maintenance of equipment, signage and graphics, forms and printing, auto claims and cleaning of the garage. Revenue from the City Hall garage will be used to pay for garage operations and maintenance costs.



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The IH-35 lots will be operated as a paid parking facility seven nights a week between the hours of 7:00 p.m. and 3:00 a.m. and during special events. The proposed first year nightly operator fee for IH-35 is \$410.42 (\$149,804 annually) and includes labor, payroll taxes, benefits, uniforms, supplies and profit. After year one, the annual cost will be \$154,304. Revenue will be deposited in the IH-35 Parking Program fund and will be used to pay the parking operator and for pavement management, striping, lighting, cleaning, signage, security and maintenance activities for these lots. Gross revenue from the previous contract averaged \$850 nightly.

One Texas Center will be utilized as a controlled, paid parking facility during certain scheduled events as determined by the City of Austin. Proposed operating expenses will be \$14.50 per hour, per employee. The City estimates fifteen scheduled events a year at an estimated annual cost of \$4,350. Revenue will be deposited in the One Texas Center operating fund.

This contract will be managed by the Building Services Division of the Finance and Administrative Services Department.

An evaluation panel consisting of personnel from Finance and Administrative Services, Economic Growth and Redevelopment Services and Aviation evaluated the proposals based on proposed operating plans for parking management, demonstrated applicable experience and total evaluated cost.

MBE/WBE solicited: 1/2

MBE/WBE bid: 0/0

**PROPOSAL ANALYSIS**

- a. Adequate competition.
- b. Thirty one notices were sent, including one MBE and two WBEs. Eleven solicitations were issued, including one MBE. Six proposals were received including no MBEs/WBEs.
- c. Two of these facilities have not been operated previously and the scope of work for the IH-35 lots has changed from the previous contract, therefore, no comparison can be made.

**APPROVAL JUSTIFICATION**

- a. Best proposal received.
- b. The Finance and Administrative Services Department concurs with the recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.

**EVALUATION MATRIX  
OPERATION AND MANAGEMENT OF PARKING FACILITIES  
RFP NO. MO04300355**

	AMPCO Houston, TX 39	Republic Parking Houston, TX 26	Winpark Houston, TX 22	Standard Parking Columbus, OH 30	Central Parking Austin, TX 35	Classified Parking Austin, TX 23
Detailed operating plan for parking management (45 points)						
Demonstrated applicable experience	22	21	18	22	23	19
Prior experience in projects of a similar scope, favorable references from current and prior projects, qualifications of key personnel to include assigned facility managers (25 points)						
Total evaluated cost	24	24	19	30	29	14
Proposer with the lowest cost to the City will receive the maximum points. Percentage ratio formula is applied to the remaining proposers (30 points)						
<b>SUB-TOTAL</b>	85	71	59	82	87	56
	24	N/A	N/A	13	18	N/A
INTERVIEW (25 points)						
<b>TOTAL</b>	109	71	59	95	105	56