



## Travis County Commissioners Court Agenda Request

**Meeting Date:** August 14, 2012

**Prepared By/Phone Number:** Mike Long, 854-4850; Marvin Brice, 854-9765

**Elected/Appointed Official/Dept. Head:** Cyd Grimes

**Commissioners Court Sponsor:** Judge Biscoe

**Agenda Language:** Consider and take appropriate action on request to authorize the Purchasing Agent to issue Modification No. 4 to Parking Management Services of America for parking management services during the Formula One weekend.

As a result of a competitive proposal issued April 22, 2011, (seven proposals were received), the Court approved a contract, PS110160ML, with Parking Systems of America on May 31, 2011 for parking management services at the parking lot at 3<sup>rd</sup> and Guadalupe.

Mid-summer, a request was made to allow County parking garages to be used during Formula One weekend. On June 19, 2012, as one of four options, the Purchasing Office made a recommendation to the Commissioners Court to modify the current contract to include parking management services for additional Travis County parking lots during the Formula One weekend. The Court requested information on what fee would be charges during this time period and whether it was comparable to the fees charged by the City of Austin and the State for use of their parking lots during Formula One.

Based on the Courts direction, a modification was prepared, and approval will allow the contractor to manage the following County owned parking lots:

- a. Open surface parking lots located behind 10<sup>th</sup> Street between Lavaca and Guadalupe Streets (92 spaces).
- b. Open surface parking lot located at 1010 Lavaca block (134 spaces).
- c. Parking garage located at 10<sup>th</sup> Street and San Antonio Street (380 spaces).

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, [Cheryl.Aker@co.travis.tx.us](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.

d. Stokes parking garage located at 12<sup>th</sup> Street and Guadalupe Street (387 spaces).

e. Open surface parking lot located at 100 North IH-35 (138 spaces)

The term of this modification would be (i) Thursday November 15<sup>th</sup> from 5:00 pm until 1:00 am on Friday, November 16<sup>th</sup>, (ii) all day on Saturday and Sunday, November 17<sup>th</sup>-18<sup>th</sup>, and (iii) midnight on Sunday, November 18<sup>th</sup>, until 6 am on Monday, November 19<sup>th</sup>.

In consideration of this Modification, the Operator will pay the County a sum equal to 75% of gross revenues, and will make such payment no later than the 5<sup>th</sup> of December 2012 for fees collected in the previous month. The Operator will not charge more than \$10.00 per space during the term of this amendment. This cost is comparable with the City of Austin and the State of Texas. Additionally, Travis County employees will be allowed free access to park at any of the parking lots provided they present their County Identification card.

REQUESTED ACTION:

Approve: \_\_\_\_\_

Disapprove: \_\_\_\_\_

\_\_\_\_\_  
Samuel T. Biscoe  
Travis County Judge

\_\_\_\_\_  
Date

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**EXHIBIT A TO AMENDMENT NO. 4  
SCOPE OF SERVICES FOR AMENDMENT NO. 4  
TO PARKING MANAGEMENT AGREEMENT**

The following is the Scope of Services for Amendment No. 4 (this “Amendment”) to the Parking Management Agreement between Parking Systems of America, LP and Travis County dated June 2, 2011 (the “Agreement”). All capitalized terms used but not defined herein have the meaning ascribed to such terms in the Agreement.

**1.0 THE PROJECT – Scope of Services for Amendment No. 4 – Contract No. 4500000000  
(PS110160ML)**

- 1.1 The Operator will perform parking operation and management services at the County-owned parking garages and parking lots identified below during those hours these parking assets are not required for County use. The services will be required during the timeframe of the Circuit of the Americas/Formula One event.
- 1.2 The term of this Amendment will be from Thursday, November 15, 2012 through Friday, November 16, 2012 and from Friday, November 16, 2012 through Monday, November 19, 2012.

**2.0 SCOPE OF SERVICES**

- 2.1 Operator’s services will include all tasks and deliverables required to provide effective operation and management of the following parking assets:
  - A. Open surface parking lots located north of 10<sup>th</sup> Street between Lavaca and Guadalupe Streets (92 spaces).
  - B. Open surface parking lot located at 1010 Lavaca block (134 spaces).
  - C. Parking garage located at 10<sup>th</sup> Street and San Antonio Street (380 spaces).
  - D. Stokes parking garage located at 12th Street and Guadalupe Street (387 spaces).
  - E. Open surface parking lot located at 100 North IH-35 (138 spaces).
- 2.2 Operator will provide all necessary appurtenances, equipment and staffing to operate the parking assets as paid public parking during the following hours:
  - (i) 5:00 PM on November 15, 2012 until 1:00 AM on November 16<sup>th</sup>;
  - (ii) all day on Saturday and Sunday, November 17-18, 2012; and
  - (iii) midnight on Sunday, November 18, 2012 until 6 AM on Monday, November 19, 2012.

Operator will maintain the parking assets identified above throughout the term of this Amendment. Maintenance will include trash pickup and disposal and all other services described in Section 5.0 of the Agreement.

- 2.3 In consideration of this Amendment No. 4, Operator will pay the County a sum equal to 75% of gross revenues (as such term is defined in Section 7.0 of the Agreement), and will make such payment no later than the 5<sup>th</sup> of December 2012 for fees collected in the previous month. Payments will be mailed/delivered to the Facilities Management Department by check made payable to Travis County.
- 2.4 Operator will charge not more than Ten and No/100 dollars (\$10.00) per space during the term of this Amendment. TRAVIS COUNTY EMPLOYEES WHO PRESENT TRAVIS COUNTY IDENTIFICATION WILL NOT BE CHARGED FOR PARKING IN ANY COUNTY-OWNED PARKING FACILITY.
- 2.5 The Travis County Facilities Management Department (FMD) Director is the County point of contact for this Amendment.
- 2.6 Operator will maintain all insurance coverages specified in the Agreement during the term of this Amendment.

END OF EXHIBIT