
City of Minot



TO: Mayor Chuck Barney
Members of the City Council

FROM: Rick Feltner, Airport Director

DATE: June 5, 2017

SUBJECT: REPUBLIC PARKING SYSTEMS CONTRACT EXTENSION

I. RECOMMENDED ACTION

1. Recommend approval to extend the existing Parking Facilities Management Agreement

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- between the City of Minot Airport and Republic Parking Systems, Inc.; and
2. Authorize the Mayor to sign any applicable documentation

II. DEPARTMENT CONTACT PERSONS

Rick Feltner, Airport Director

857-4724

III. DESCRIPTION

A. Background

Republic Parking Systems, Inc. has been the parking management company servicing the Airport since January 1st, 2013. With the option to extend, per the contract (attached), the approval of an extension would allow Republic Parking Systems, Inc. to act as the parking management company for the Airport through December 31, 2020. With approval from Council, Republic Parking Systems, Inc. would perform during the Option Term in accordance with the terms and conditions outlined within the existing contract. The management fee has been negotiated down from \$128,000 per year to \$52,000, and the overall budgeted expenses for 2018 have declined by \$72,000. Republic has proven to be a professional and reliable partner with the City in the efficient and customer focused operation of the Airport.

B. Proposed Project

The proposed project will allow Republic Parking Systems to continue the current parking management contract without lapse or change in terms.

C. Consultant Selection

Republic Parking Systems, Inc. was selected as the in 2012 to be the parking management services company for the Airport from those that submitted as they were the most reasonably priced and able to accommodate the needs of the City.

IV. IMPACT:

A. Strategic Impact:

Extension of the current contract in conjunction with the negotiated cost reductions will allow for continuity in an airport service that has been efficiently managed and economically beneficial to the Airport and to the City.

B. Fiscal Impact:

The extension of this contract would be funded with Airport Operations Revenues.

Project Costs

2018 Contract Expenses	\$346,957
Total	\$346,957

Project Funding

2018 Airport Operations Revenues	\$346,957
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V. ALTERNATIVES

Alt 1. The City could elect to allow the current contract to expire and re-bid this service. The RFP/award/selection/implementation process would then begin with a new agreement in place by January 1, 2018.

VI. TIME CONSTRAINTS

Council's approval of the recommendation will allow the contract to be extended without lapse in service for the option term through December 31, 2020. The current agreement requires that an extension agreed to and signed by July 1, 2017.

VII. LIST OF ATTACHMENTS

- A. Republic Full Signed Parking Agreement
- B. MOT 2018 Budget 5-19-17