



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Maria Romanick, Interim Airport Director

DATE: June 21, 2021

SUBJECT: AIRPORT PARKING FACILITIES MANAGEMENT CONTRACT AMENDMENT

I. RECOMMENDED ACTION

1. Recommend approval of the contract amendment; and
2. Authorize the Mayor to sign any applicable documentation.

II. DEPARTMENT CONTACT PERSONS

Maria Romanick, Interim Airport Director

857-4724

III. DESCRIPTION

A. Background

LAZ Parking is the incoming parking facilities managing company scheduled to begin operations August 1, 2021. The language regarding term length, sales tax, and first date of payment require revisions to the original contract in order to provide clear terms and conditions.

B. Proposed Project

- Update Gross Revenue terms regarding sales tax language to reflect state and local laws.
- Update Base Term to include a full five years.
- Revise Percentage Fee payment to begin September 10, 2021.
- Add additional Exhibit C to contract to include full list of purchased equipment.

The approval of the contract amendment will provide clear terms and conditions for the term as specified in the contract agreement.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

N/A

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

N/A

V. ALTERNATIVES

- A. The original contract could remain as-is, resulting in inconsistencies as far as term length, sales tax terms, payment due dates, and missing exhibit information.

VI. TIME CONSTRAINTS

Timely approval of the contract amendment will allow for clear terms and conditions for the parking management contract.

VII. LIST OF ATTACHMENTS

- A. Amendment – Airport Parking Facilities Management Agreement
- B. Original Airport Parking Facilities Management Agreement