



**DOWNTOWN IMPROVEMENT BOARD  
Special Meeting**

**Monday, December 4, 2017  
4:00 pm**

**AGENDA**

- I. Call to Order & Comments from The Chair
  - a. Comments from the Chairman
  
- II. Recurring Agenda
  - a. The meeting was noticed properly
  - b. Consideration of the proposed meeting agenda for this Special Meeting, December 4, 2017
  - c. Consideration of the Minutes from the Special Meeting held November 21, 2017.
  
- III. Parking RFP
  - a. Discussion to set aside the disqualification of Premium Parking
  - b. Discussion to set aside the selection made at the November 21, 2017 Special Meeting
  - c. Discussion to adopt an Amendment to Section 44 of the RFP
  - d. Discussion to interview RFP proposers
  
- IV. Public Comment
  
- V. Adjournment

## **DOWNTOWN IMPROVEMENT BOARD**

### **Special Meeting Minutes**

**Tuesday, November 21, 2017**

- I. Call to Order & Comments from The Chair – Chairman Peacock called the meeting to order at 7:30 a.m.
- II. Attendance – John Peacock, Michael Carro, DeeDee Davis & Charlie Switzer
- III. Recurring Agenda
  - a. Mr. Peacock confirmed that the meeting was noticed properly.
  - b. There was a motion and a second to approve the November 21, 2017 agenda with postponing the review of the November 14, 2017 minutes and Alliance review until regular DIB December meeting. Modified agenda was unanimously approved.
- IV. Parking Management RFP
  - a. Mr. Morse and Mr. Bednar updated the Board on discussion and RFP review from the November 20, 2017 Special Parking Committee meeting.
  - b. Mr. Morse informed Board of Parking Committee RFP voting results:
    1. Premium Parking – 10pts
    2. Lanier Parking (tie) – 13pts
    3. Republic Parking (tie) – 13pts
    4. SP+ - 14pts
  - c. Mr. Peacock expressed concerns of Premium’s proprietary technology, lack of experience in managing a municipality and questioned if their compliance to RFP minimum experience requirements.
  - d. Mr. Carro stated his review and ranking of the four proposals he placed Premium at number one, due to Premium being a small hungry company and he like their strategy for growth.
  - e. Mr. Mahoney stated all parking management companies use proprietary software operators.
  - f. Mr. Carro stated that his number two selection was SP+
  - g. After extensive discussion the Board agreed that Premium did not meet the minimum qualification of experience required in the RFP and therefore could not be considered as a management option.
  - h. Councilman Spencer reminded Board of his inability to vote on this topic and recommended that conformity be adhered to otherwise a protest could be filed with DIB.
  - i. Mr. Bednar stated his concerns with all four proposals meeting the qualification standards.
  - j. Mr. Peacock asked if any Board members felt they had any conflicts with voting, due to business relationships outside the scope of this RFP with any of the proposers. Mr. Switzer recused himself while Mr. Carro stated he has a lease with @co-work space but no ownership.
  - k. After further discussions Mrs. Davis stated urban parking management experience should have the highest ranking when considering proposals and made a motion not to waive experience requirements. The motion passed 3/0.
  - l. It was agreed by all responders that addendum #3 was a non-issue.
  - m. Mr. Darden explained the latitude afforded the Board in the designation of a contractor and reminded them that the decision on the floor today was to enter into contract negotiations and not the awarding of a contract.
  - n. Mr. Carro made a motion to enter into contract negotiations with SP+ as primary and Lanier as backup for the management of parking. The motion passed 3/0.
  - o. Mrs. Young, Mr. Bednar and Mr. Roesch recommended the Board conduct formal interviews of all responders.
- V. Adjournment

meeting was adjourned at 8:47 a.m.