

Memorandum

Agenda Item 3a

TO: Bay Area Headquarters Authority

DATE: March 15, 2017

FR: Deputy Executive Director

W. I. 9130

RE: BAHA Resolution No. 18 – Establishing Parking Rates for the Beale and Harrison Street Garages

Staff requests Authority approval of BAHA Resolution No. 18 establishing parking rates for the Beale and Harrison Street garages. The rates would be effective as of the first day of the month following acceptance of the new parking equipment installation. Notices will be posted to advise parking patrons in advance.

Background

The Bay Area Metro Center (BAMC) has two independent garages with 72 parking spaces combined. Cushman & Wakefield of California, Inc. (Cushman) is responsible for overall parking management services and contracts with ABM Parking Services (ABM) to provide parking attendant and payment management services. The Beale Street garage is open during regular business hours (7am to 7pm) and on Saturdays (9 am to 12 noon) to accommodate Fastrak customers, and currently at no charge. The Beale Street garage also has 4 ADA spaces available, a loading dock for contractor/vendor needs and parking attendant services. The Harrison Street garage is reserved for agency and tenant parking and will be self-service and unattended. Access to and the availability of parking is in accordance with various agreements between BAHA and its agency partners (collectively, “Agencies”) and commercial tenants:

	Agencies	Tenants	Visitors	Total
Beale Street	0	6	24	30
Harrison Street	28	14	0	20
Total	28	20	24	72

Proposed New Equipment and Parking Program

BAHA is working with Cushman for the installation of parking equipment including gates, arms and pay equipment that provides for the issuance of tickets and the calculation of parking fees on an hourly, full day, or monthly reserved basis. Software will allow for the programming of fees and ability to update the fee schedule as needed.

A parking rate comparison of 15 neighboring garages was completed. Based on the survey, the following rates are proposed:

Location	Short- term	1st hour Rate	Maximum	Oversized	Monthly
375 Beale Street Proposed	\$3.25 each 15 min	\$13.00	\$27.00	\$45.00	\$350 (Tandem) \$450 (Single Stall)
<i>Market Average</i>	<i>\$3.72</i>	<i>\$12.68</i>	<i>\$27.58</i>	<i>\$44.75</i>	<i>\$340 (Tandem) \$444 (Single Stall)</i>

Below is the proposed parking program:

1. Governing Board Members:

BAHA will provide parking spaces, at no cost, for all governing board members attending public meetings or meetings with staff at the BAMC. Parking will be in the Beale Street garage with valet parking if needed. Each board member will receive a parking hang tag for identification purposes. Parking attendant services will be extended for any night or weekend meetings.

2. Agency Partners

BAHA will provide its agency partners with an allocation of parking spaces equivalent to their ownership interest in the building and at no additional cost to the agency. The spaces are allocated for agency vehicles and are the tandem spaces (2 cars per stall) in the Harrison Street garage with 24/7 access. Parking fees will only be charged for spaces above the agency allocation at the proposed monthly rates.

The Agencies agreed to jointly share their allocation of 28 parking spaces and the Air District manages a shared vehicle pool for use by the Agencies. This allowed MTC to reduce its own fleet by 3 vehicles. There are 3 specialty vehicles parked in Oakland at the lot leased from Caltrans for use by staff traveling on the highways and bridges.

3. Commercial and Retail Tenants

The various lease agreements provide for optional reserved paid parking for commercial building tenants (1 stall/10,000 SF leased) at the proposed market rate. Parking will primarily be in the Harrison Street garage with 24/7 access. The agreement with Ada's Café provides for one (1) parking space at a rate negotiated in the concession agreement. BAHA will also consider short-term leasing agreements for any spaces in the Harrison Street garage if they remain vacant.

4. Visitor Parking

There are 30 spaces in the Beale Street garage for visitor parking primarily on non-board meeting days. Parking fees will be assessed on an hourly and daily maximum rate. The garage is also large enough to valet park an additional 7 vehicles before reaching maximum capacity.

To ensure availability for special events and guests, staff have the ability to reserve parking through the online Workspeed system. Parking fees will be assessed unless a validation sticker(s) (as described below) is provided to the guest by the agency sponsoring the event.

5. Other Program Features

- Agency/Tenants can purchase Pre-paid validation stickers from Cushman at the following proposed rates:

15 min Stickers	1 hour Stickers	All Day Stickers
100/book @ \$3.25 per sticker or \$325/book	100/book @ \$13.00 per sticker or \$1,300/book	20/book @ \$27 per sticker or \$540/book

Policies on how the validation stickers will be distributed is at the discretion of each tenant.

- Special Event parking fees will be established for events (i.e. Giant's baseball) and will be based on competitive market rates. As an example, special event parking rates are \$30-45 during regular baseball season and \$80-\$100 during playoffs.
- BAHA has executed a contract with National Car Charging, LLC to install and operate an electric vehicle (EV) charging station system. Fees, if any, to utilize this service are not included in the proposed parking rates and will be presented to BAHA for approval should staff wish to implement them.
- BAHA will work with Cushman and ABM to identify the Beale Street garage as an option for the "Find a parking space" programs.

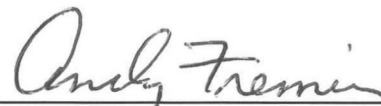
The parking rate comparison (Attachment A) and preliminary garage layout (Attachment B) are attached.

Financial Impact

The parking garages are provided as an amenity to the building tenants, governing board members and visitors. Annual parking revenues are estimated at \$200-300,000 and will offset the garage operational costs, but are not intended to be a profit center. Parking fees will be collected by Cushman and its parking contractor and reported in the monthly financial reports presented to BAHA Finance. Annual reports will be provided to the BAHA Board as set forth in the attached BAHA Resolution No. 18. Cushman will also be responsible for reporting parking revenues to the City and County of San Francisco.

Recommendation

Staff recommends that the Authority approve BAHA Resolution No. 18 establishing parking rates at the Beale and Harrison Street garages which will remain in effect until changed by the Authority. Staff also recommends that the Authority delegate administrative authority to the Executive Director, or his designee, to amend the approved parking rates based on annual cost of living increases or changes within 25% (+/-) to maintain competitive rates based on a market comparisons. However, any new parking fee(s) will be presented to BAHA for approval before implementation.



Andrew B. Fremier

SH:tg

Attachments

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February 27, 2017

Rate Survey

SITE	SHORT TERM	1st HOUR RATE	MAXIMUM	OVER SIZED	MONTHLY RATE	Notes:					
375 Beale	3.25 each 15 min	13.00	27.00	45.00	\$350.00	Tandem Stall Rate	Suggested Parking Rates				
					\$450.00	Single Stall Rate					
600 Harrison Street	\$2.00 Each 20 Min	\$6.00	\$22.00	N/A	\$180.00	Tandem only for Tenants Per Spot					
					\$240.00	Tenant Single stall					
					\$300.00	Non Tenant					
100 First St.	\$3.00 Each 15 Min	N/A	\$33.00	N/A	\$500.00	Valet Garage					
75 Howard St.	\$6.00 Each 30 Min	\$12.00	\$31.00	\$58.00	\$385.00	Self Park Garage					
199 Fremont St.	\$5.00 Each 30 Min	\$12.00	\$26.00	\$40.00	\$410.00	Parking Lot No Monthly Parking					
250 Brannon Garage	Flate Rate	\$15.00	\$15.00	\$20.00	\$200.00	garage Hrs 7am to 7pm					
Pier 30	Flate Rate	\$1.00	\$14.00		\$180.00	Event Parking \$35-\$40					
505 Howard St.	N/A	\$5.00	\$25.00	\$45.00	\$500.00	Parking Garage					
444 Spear St - Portside	N/A	N/A	\$15.00 Flat	N/A	\$265.00	Parking Garage					
221 Main St.	\$5.00 for 15 Min	\$20.00	\$25.00	\$40.00	\$425.00	Parking Garage					
400 Howard St.	N/A	\$2.75	\$27.50	\$50.00	\$450.00	Valet Garage					
500 Howard St.	N/A	\$3.00	\$30.00	\$40.00	\$425.00	Valet Garage					
Hills Plaza - 345 Spear	\$3.00 each 15 min	\$12.00	\$30.00	N/A	\$375.00	Self Park Garage					
201 Spear st	\$3.00 each 12 Min	\$15.00	\$32.00	N/A	\$400.00 Tenant only	Undergroud Valet Garage					
405 Howard	3.00 each 20 min	\$9.00	\$30.00	\$35.00	\$475.00	Reserved					
					\$425.00	Unreserved					
201 Mission	3.50 each 15 min	\$14.00	\$36.00	\$50.00	\$425.00	Building Tenant					
					\$500.00	Non - Building Tenant					
Area Average Single Stall Daily / Monthly Rate							\$3.72	\$12.68	\$27.58	\$44.75	\$435.42
Area Average Monthly Reserved / Non Tenant Rate											\$443.75
Area Average Tandem Rate											\$340.00



Metropolitan Transportation Commission
Parking Garage Access Control
375 Beale Street,
San Francisco, CA 94105



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SAN FRANCISCO
1160 Battery Streey
Suite 250
San Francisco, CA 94111
415.817.5100
PALO ALTO
2445 Faber Place
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650.543.8900

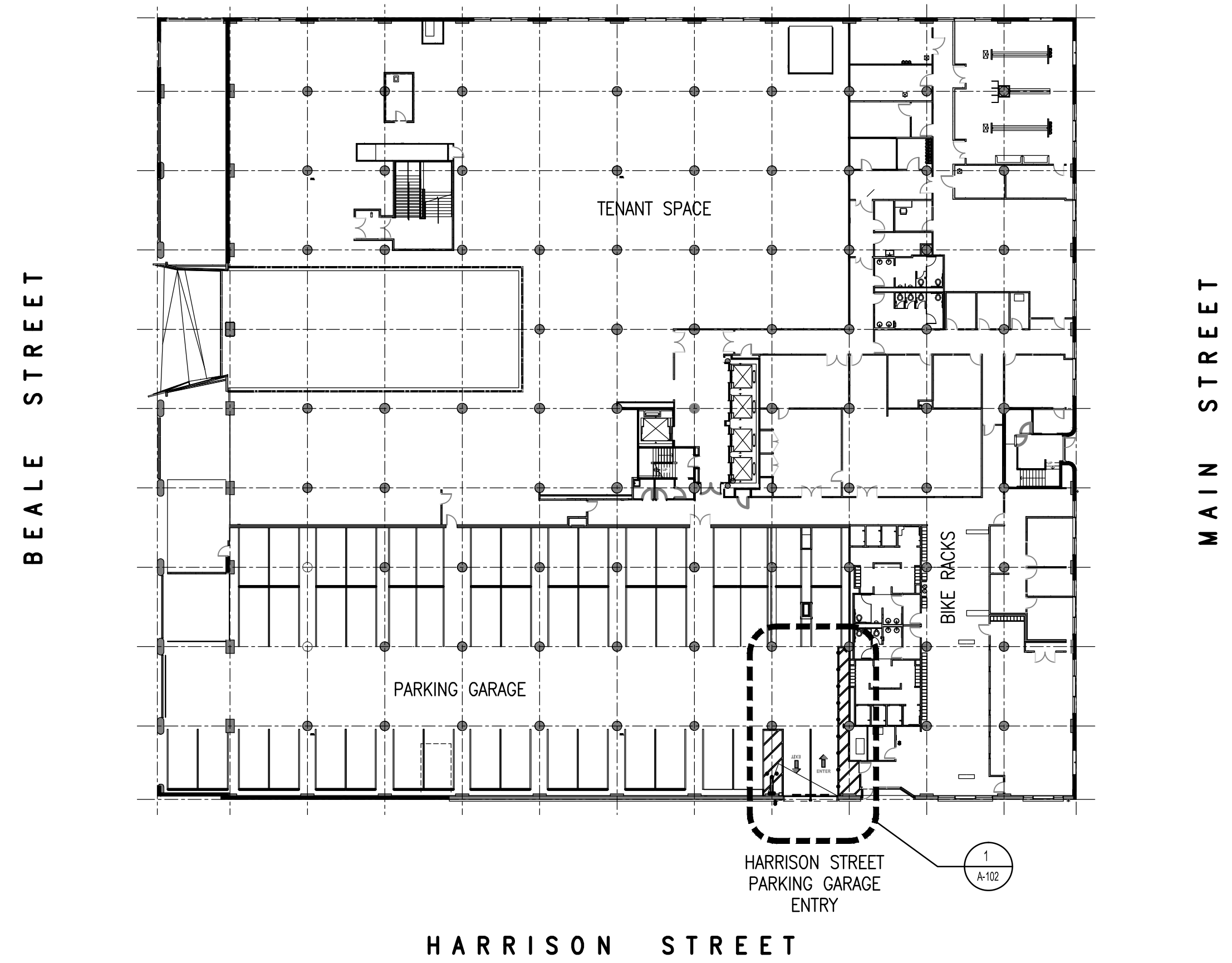
Parking Garage Access Control

(Beale Street & Harrison Street Entries)

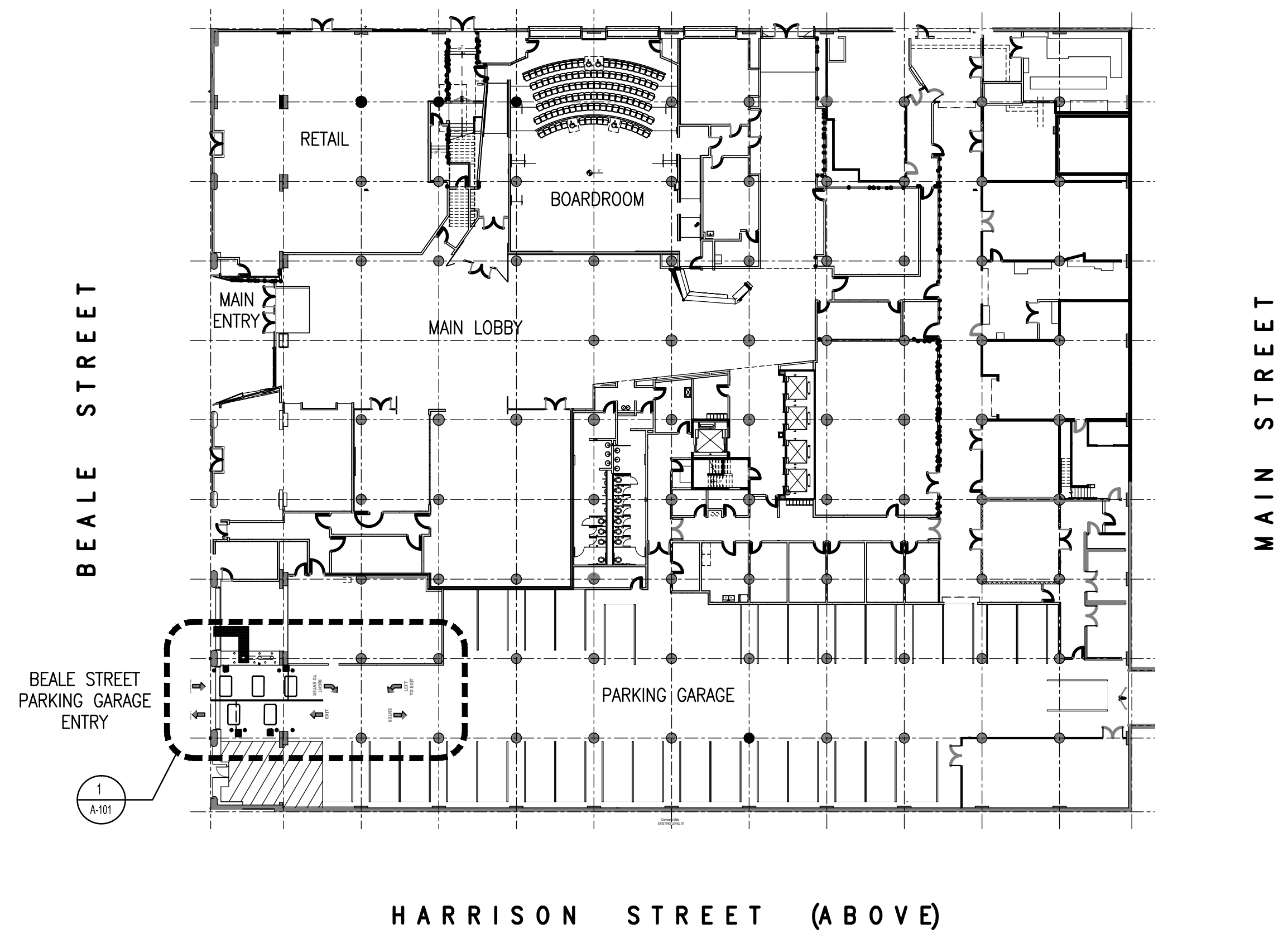
375 BEALE STREET
SAN FRANCISCO, CALIFORNIA 94105

Schematic Drawings
March 01, 2017

REVISIONS			
ISSUE	DATE	DESCRIPTION	BY
SEAL / SIGNATURE			
PROJECT NUMBER			
16-144			
ISSUE			
SCHEMATIC DRAWINGS			
DATE			
03/01/17			
SHEET TITLE			
COVER PAGE			
SCALE			
NONE			
SHEET NO.			
T-001			



OVERALL FLOOR PLAN - 2ND LEVEL
SCALE: 1/32" = 1'-0" **2**



OVERALL FLOOR PLAN - 1ST LEVEL
SCALE: 1/32" = 1'-0" **1**



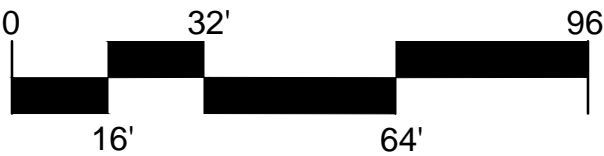
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ISSUE	DATE	DESCRIPTION	BY

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PROJECT NUMBER

16-144

ISSUE

SCHEMATIC DRAWINGS

DATE

03/01/17

SHEET TITLE

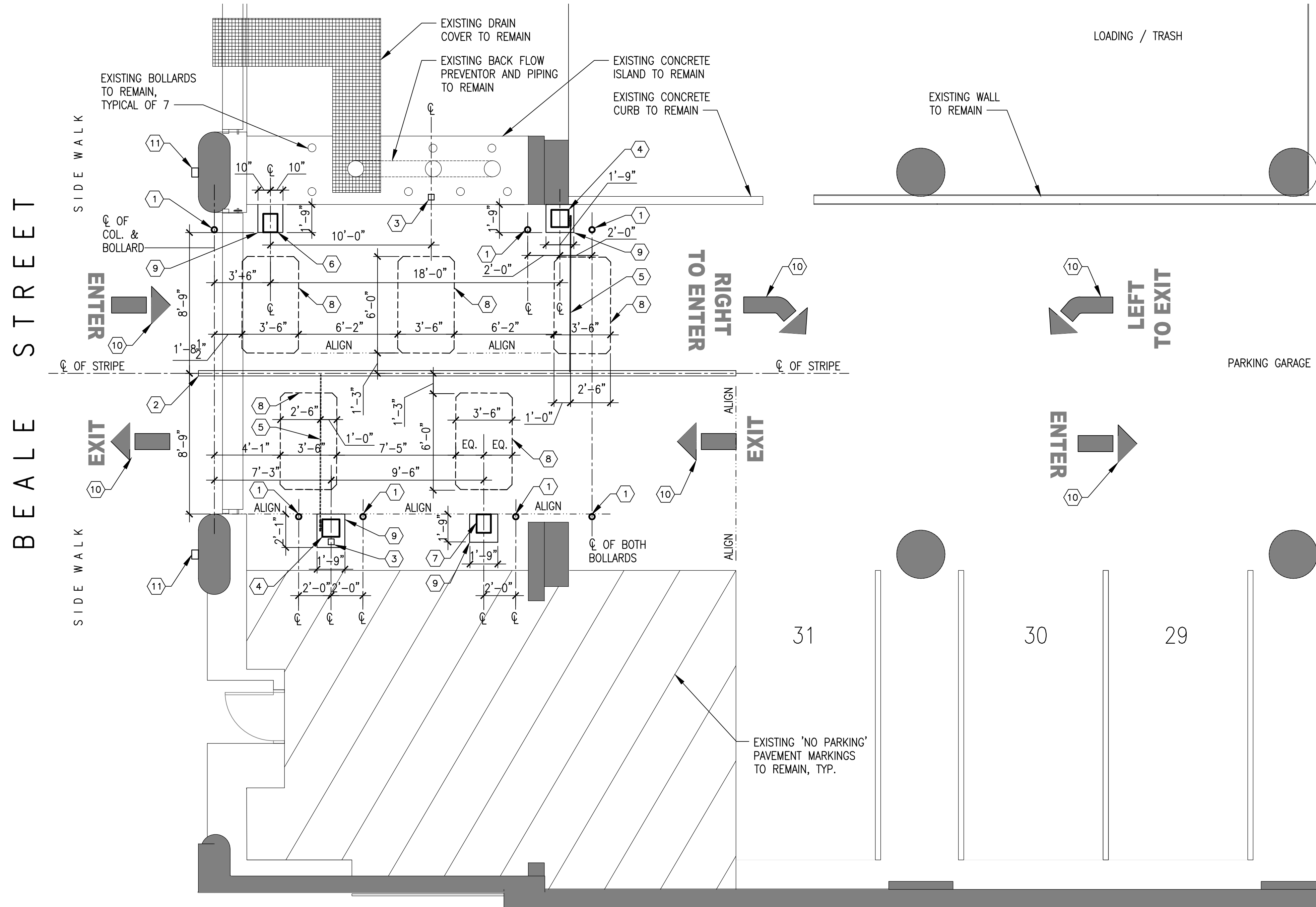
OVERALL FLOOR PLANS

SCALE

1/32" = 1'-0"

SHEET NO.

A-001



ENLARGED FLOOR PLAN - 1ST LEVEL (BEALE STREET ENTRY)

SCALE: 1/4" = 1'-0"

1

KEYED NOTES

- 1 4" DIA., 3'-0" BOLT DOWN METAL BOLLARD PAINTED YELLOW.
- 2 4" WIDE PAINTED YELLOW TRAFFIC DIVIDER STRIPE ON PAVEMENT.
- 3 4" SQUARE, 10' HIGH AVI POST - PAINTED WHITE. AVI DEVICE PROVIDED AND INSTALLED BY OTHERS.
- 4 BARRIER GATE ARM OPERATOR - PROVIDED AND INSTALLED BY OTHERS.
- 5 BARRIER GATE ARM - PROVIDED AND INSTALLED BY OTHERS.
- 6 ENTRY DEVICE - PROVIDED AND INSTALLED BY OTHERS.
- 7 EXIT DEVICE - PROVIDED AND INSTALLED BY OTHERS.
- 8 VEHICLE DETECTION LOOPS SAWCUT - LOOPS PROVIDED AND INSTALLED BY OTHERS.
- 9 6" HIGH CONCRETE PEDESTAL.
- 10 PAINTED PAVEMENT SIGNAGE PER BUILDING OR CALTRAN STANDARD. COORDINATE WITH OWNER ON MESSAGING AND EXACT PLACEMENT.
- 11 EXISTING 'CAR COMING' SIGN TO REMAIN.

SHEET NOTE

- 1. REFER TO ELECTRICAL DRAWINGS FOR CONDUITS RUNS AND TERMINATIONS.
- 2. SEE SHEET A-001 FOR OVERALL PLAN.



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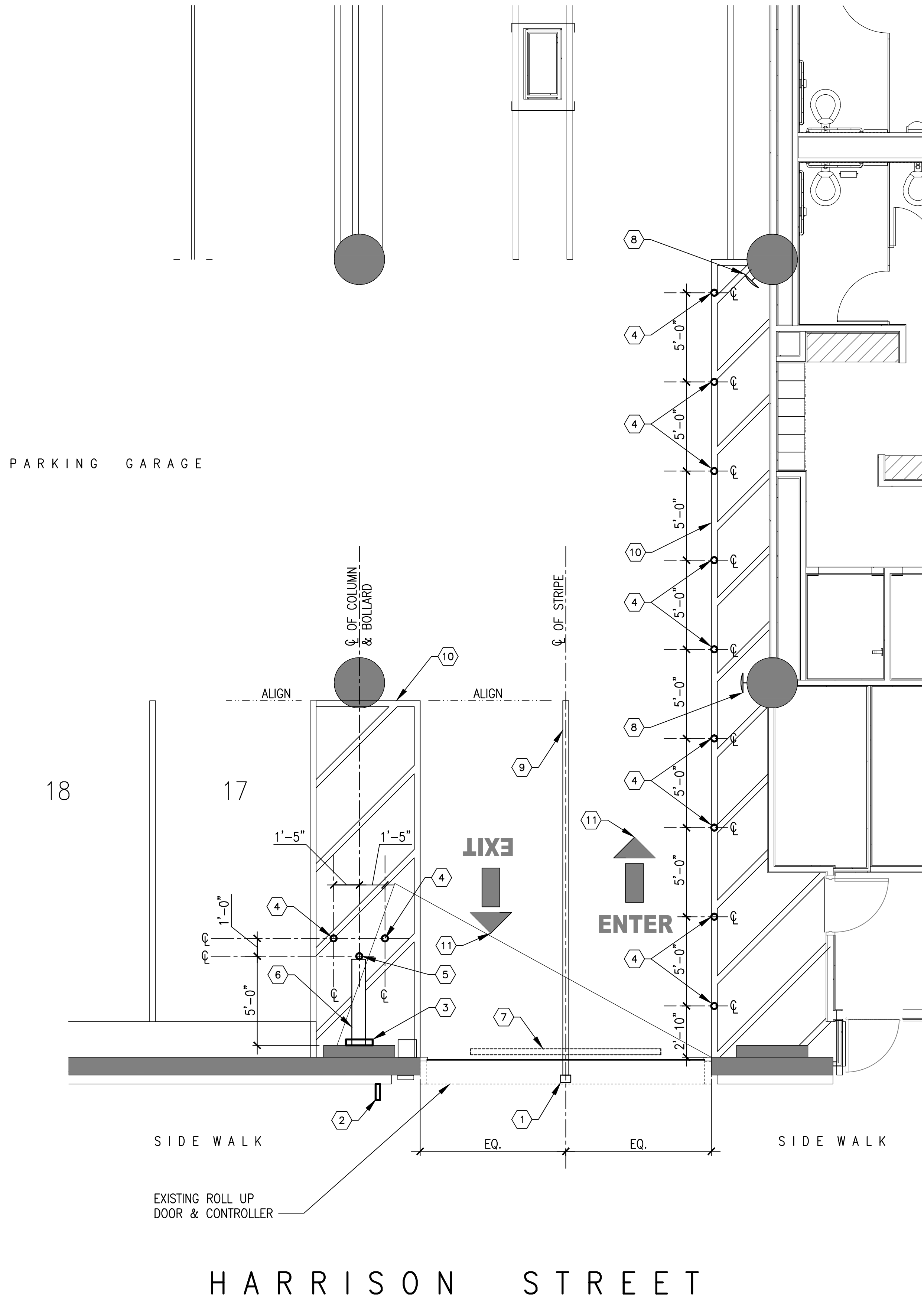
REVISIONS			
ISSUE	DATE	DESCRIPTION	BY

SEAL / SIGNATURE

PROJECT NUMBER
16-144
ISSUE
SCHEMATIC DRAWINGS
DATE
03/01/17
SHEET TITLE
ENLARGED FLOOR PLAN

SCALE
1/4" = 1'-0"
SHEET NO.

A-101



ENLARGED FLOOR PLAN - 2ND LEVEL (HARRISON STREET ENTRY)
SCALE: 1/4" = 1'-0"

1

KEYED NOTES

1. AVI DEVICE MOUNTED ON BUILDING EXTERIOR - PROVIDED AND INSTALLED BY OTHERS. EXACT LOCATION TO BE DETERMINED ON FIELD.
2. 'CAR COMING' SIGN AND BUZZER MOUNTED ON BUILDING EXTERIOR. EXACT LOCATION TO BE DETERMINED ON FIELD.
3. CONTROLLER BOARD MOUNTED ON BUILDING WALL - PROVIDED AND INSTALLED BY OTHERS. EXACT LOCATION TO BE DETERMINED ON FIELD. CENTERED ON EXISTING COLUMN.
4. 4" DIA., 3'-0" BOLT DOWN METAL BOLLARD PAINTED YELLOW.
5. PHOTO-EYE DEVICE & SENSOR MOUNTED ON BOLLARD.
6. CABLE PROTECTOR - CUT TO SIZE ON FIELD.
7. 10' LONG SUSPENDED CLEARANCE BAR CENTERED ON THE DOOR OPENING - ACTUAL CLEARANCE TO BE DETERMINED ON FIELD.
8. GARAGE MIRROR - EXACT LOCATION, MOUNTING HEIGHT AND ORIENTATION TO BE DETERMINED IN FIELD BASED ON VIEW ANGLES.
9. 4" WIDE PAINTED YELLOW TRAFFIC DIVIDER STRIPE ON PAVEMENT.
10. 4" WIDE PAINTED WHITE SAFETY ZONE STRIPE ON PAVEMENT - DIAGONAL STRIPES @ 36" O.C.
11. PAINTED PAVEMENT SIGNAGE PER BUILDING OR CALTRAN STANDARD. COORDINATE WITH OWNER ON MESSAGING AND EXACT PLACEMENT.

SHEET NOTE

1. REFER TO ELECTRICAL DRAWINGS FOR CONDUITS RUNS AND TERMINATIONS.
2. SEE SHEET A-001 FOR OVERALL PLAN.



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16-144
ISSUE
SCHEMATIC DRAWINGS
DATE
03/01/17
SHEET TITLE
ENLARGED FLOOR PLAN
SCALE
1/4" = 1'-0"
SHEET NO.

A-102

Date: March 22, 2017
W.I.: 9130

ABSTRACT

BAHA Resolution No. 18

This resolution approves the Parking Rate Schedule for the Bay Area MetroCenter (BAMC).

Discussion of this Resolution can be found in the Executive Director's Memorandum to BAHA dated March 15, 2017.

Date: March 22, 2017

W.I.: 9130

Re: Bay Area Headquarters Authority's – Parking Rate Schedule

BAY AREA HEADQUARTERS AUTHORITY
RESOLUTION No. 18

WHEREAS, the Metropolitan Transportation Commission (“MTC”) and the Bay Area Toll Authority (“BATA”) have executed a joint exercise of powers agreement dated September 28, 2011 which creates and establishes the Bay Area Headquarters Authority (“BAHA”); and

WHEREAS, the Bay Area MetroCenter building has 2 independent parking garages with parking for agency partners, building tenants, governing board members and visitor; and

WHEREAS, the BAHA staff has prepared a proposed parking rate schedule setting forth parking rates for the Beale Street and the Harrison Street garages; now, therefore, be it

RESOLVED, that BAHA approves the parking rate schedule as set forth in Attachment A to this Resolution; and, be it further

RESOLVED, that the BAHA Executive Director, or his designee, may approve adjustments to the schedule for annual cost of living adjustments and for rate changes within 25% +/- based on market rate comparisons providing that any new rates will be submitted to BAHA for approval before implementation; and, be it further

RESOLVED, that the BAHA staff shall report annually with the budget adoption actual income and expenditures and other information related to the operations of the parking garages as may be requested by BAHA.

BAY AREA HEADQUARTERS AUTHORITY

Jake Mackenzie, Chair

The above resolution was entered into by the
Bay Area Headquarters Authority at a regular meeting
of the Authority held in San Francisco, California,
on March 22, 2017.

Date: March 22, 2017

W.I.: 9130

Attachment A

BAHA Resolution No. 18

Bay Area MetroCenter Parking Schedule

Attachment A

Bay Area MetroCenter Parking Schedule * Effective March 22, 2017	
Daily Parking Rates	
Short-Term	\$3.25 each 15 minutes
1 st Hour Rate (and thereafter)	\$13.00
Daily Maximum/Lost Ticket	\$27.00
Oversized Maximum	\$45.00
Monthly Reserved Parking	
Monthly – Tandem Stall	\$350.00
Monthly – Single Stall	\$450.00
Special Event Parking	
Special Event Rate	Per event - Market Rate to be approved by BAHA Facility Operator <i>between \$30 to \$100 per event</i>
Parking Validation	
15 minute Stickers Books 100 per book or \$3.25 each	\$325.00
1 hour Sticker Books 100 per book or \$13.00 each	\$1,300.00
All Day Stickers 20 per book or \$27.00 each	\$540.00

- *Parking Rates include 25% Municipal Parking Tax*