



City of San Antonio

Contract Summary Sheet

Date: 06/01/2023
Agenda Item: 23-191964

Name/Title (Caption as shown on agenda): Change Order No. 2 for Annual Contract for Alamodome Parking Lot Point of Sale (POS) for Convention & Sports Facilities 6100008913 JH	
Brief Description of Item(s) and Use: The Alamodome Parking Lot Point of Sale contract with ParkHub Inc. was awarded by City Council on December 14, 2017, by Ordinance 2017-12-14-0988. This Change Order 2 to the contract will provide for credit card only transactions and related gateway and device fees for events held at the Alamodome. Due to issues caused by the COVID pandemic, the Alamodome had to transition immediately to credit card only transactions when events resumed at the Alamodome. As a result, monthly invoices have been submitted by ParkHub for credit card transaction services for events beginning in April 2021 through March 2023 for a total past due amount of \$69,557.38. The Department is unable to pay for these invoices until the credit card transaction services can be added to the current contract. The fees for these credit card transaction services are at the rates of 1% per Volume Processing Fee, \$0.15 per Gateway Transaction Fee, and \$5.00 per Monthly Device Fee. This Change Order 2 will provide for payment of past invoices and for payment of future credit card transaction services throughout the term of the contract.	
Total \$:	\$67,900.00 annually
Contract Period:	Upon City Council approval through December 14, 2023, with one additional one-year renewal.
Method of Procurement:	Change Order 2
Price Trend:	N/A
Contract Info:	Formal <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Support/Maintenance <input type="checkbox"/> Lease <input type="checkbox"/>
Recommended Contractor(s):	ParkHub, Inc., 620 Exposition Avenue, Dallas, TX 75226
Previous Contractor(s):	N/A
Comments:	N/A
Anticipated Future Requirements and Action:	N/A
Procurement Alternative:	Should this contract not be approved, the Convention & Sports Facilities Department would be required to accept "cash only" transactions at the Alamodome parking lots. Not only will the cash payments retract from the promotion of post pandemic safety, cash only parking lots hinder entrance speeds, organization, and customer experience. Additionally, the department does not have technology to perform these services in-house.
Using Department (s):	Convention & Sports Facilities