

Office of School Facilities  
Jaime G. Torrens, Chief Facilities Officer

**SUBJECT: THAT THE SCHOOL BOARD OF MIAMI-DADE COUNTY,  
FLORIDA:**

1. **ALLOW THE SUB-LEASE AGREEMENT WITH U.S. PARKING AND ASSOCIATES, INC., THAT PROVIDES 325 PARKING SPACES FOR THE SCHOOL BOARD'S DOWNTOWN ADMINISTRATION COMPLEX (SBAB COMPLEX), TO EXPIRE ON SEPTEMBER 30, 2008; AND**
2. **AUTHORIZE THE SUPERINTENDENT TO FINALIZE NEGOTIATIONS AND EXECUTE ANY DOCUMENTS OR AGREEMENTS NECESSARY TO EFFECTUATE A PARKING PERMIT AGREEMENT WITH THE MIAMI PARKING AUTHORITY, TO PROVIDE PARKING FOR THE SBAB COMPLEX; AND**
3. **AUTHORIZE THE SUPERINTENDENT TO EXPLORE OPTIONS TO OFFSET THE COSTS TO THE DISTRICT OF PROVIDING PARKING FOR THE SBAB COMPLEX**

**COMMITTEE: FACILITIES AND CONSTRUCTION REFORM**

**LINK TO  
STRATEGIC PLAN: IMPROVE CONSTRUCTION SERVICES**

Introduction

The District has historically provided staff parking for employees working in the School Board's Downtown Administration Complex (SBAB Complex), using a combination of Board-owned and leased facilities. In total, for an average of 1,840 personnel, the District has provided 1,575 spaces. Of these, 1,150 are located on Board-owned facilities and the balance, 425 spaces, are leased; the ratio of parking to total personnel based on the historical data is approximately 85% (i.e. just over 8 spaces for every ten employees). It is assumed that the balance of the employees carpool, ride public transportation or use other means to commute to/from work.

Assuming a 10% reduction in the number of personnel in the SBAB Complex as a result of recent attrition, restructuring and/or other reductions in workforce, and strictly using the same employee/parking ratio noted above, it is estimated that approximately 1,400 spaces would be needed to accommodate the SBAB Complex's current parking needs.

**REPLACEMENT**

As noted above, 1,150 parking spaces are readily available on Board-owned facilities, leaving a balance of approximately 250 spaces to be met through other means. Preliminary discussions with Miami Parking Authority (MPA) staff, relative to their experience with average daily parking usage and turnover of spaces during any given weekday, yielded that they typically "oversell" their parking facilities by as much as 20% to 30%; while there is no hard data available over time on employee parking behavior in the SBAB Complex, a further 25% reduction in the number of required parking spaces might well be reasonable, bringing the number of spaces needing to be secured beyond those on Board-owned facilities, to approximately 190.

**Additional Information**

As noted above, the Board currently leases two parking facilities with a total of 425 spaces; one is a surface parking lot with 100 spaces at 235 NE 16 Street, known as the Jack Thomas lot, at a cost to the District of \$36.66 per space per month (\$3,666 monthly and \$43,992 annually), and the other is covered parking at the 1444 Biscayne Boulevard parking garage where the Board leases 325 spaces under a sub-lease with U.S. Parking & Associates, Inc. (U.S. Parking), at a cost of \$41.67 per space per month (\$13,542.75 monthly and \$162,513 annually). While the Jack Thomas lot lease continues to be available, the U.S. Parking sub-lease is due to expire at the end of September 2008; communications with U.S. Parking representatives have yielded that they are not willing to entertain any renewals that would decrease the total number of spaces leased from the current 325. Given that these 325 spaces, together with the 100 spaces within the Jack Thomas lot and the 1,550 Board-owned spaces, would exceed the 1,400 total estimated parking needs for the SBAB Complex, it is recommended that the U.S. Parking sub-lease be allowed to expire in September and instead, other options be explored. These are listed below in more detail.

OPTIONS	FACILITY LOCATION	# OF SPACES	COST/SPACE/MONTH	ANNUALIZED COST
I. Retain lease on Jack Thomas lot.  Enter into new agreement with MPA for 90 decals (non-exclusive use of on-street and paved parking lot)	235 NE 16 Street  On-street parking along NE 1 Ct, NE 1 Avenue and NE 16 Street, and off-street parking at MPA lot located at NE 2 Avenue and NE 13 Street (first come, first served) – see location map attached	100 surface spaces  90 parking space decals	\$36.66  \$32.50	  <b>Total District Cost: \$79,092</b>
II. Discontinue lease on the Jack Thomas lot. Enter into new agreement with MPA for 190 decals (non-exclusive use of on-street and paved parking lot)	On street parking along NE 1 Ct, NE 1 Avenue and NE 16 Street, and off-street parking at MPA lot located at NE 2 Avenue and NE 13 Street (first come, first served) – see location map attached	190 parking space decals	\$32.50	<b>Total District Cost: \$74,100</b>
III. Discontinue lease on the Jack Thomas lot. Take no further action (employees without assigned spaces in Board-owned facilities to secure own parking, likely through MPA)	N/A	N/A	\$32.50 (cost to employee) if parking decal were to be purchased from MPA	<b>Total District Cost: \$0</b>

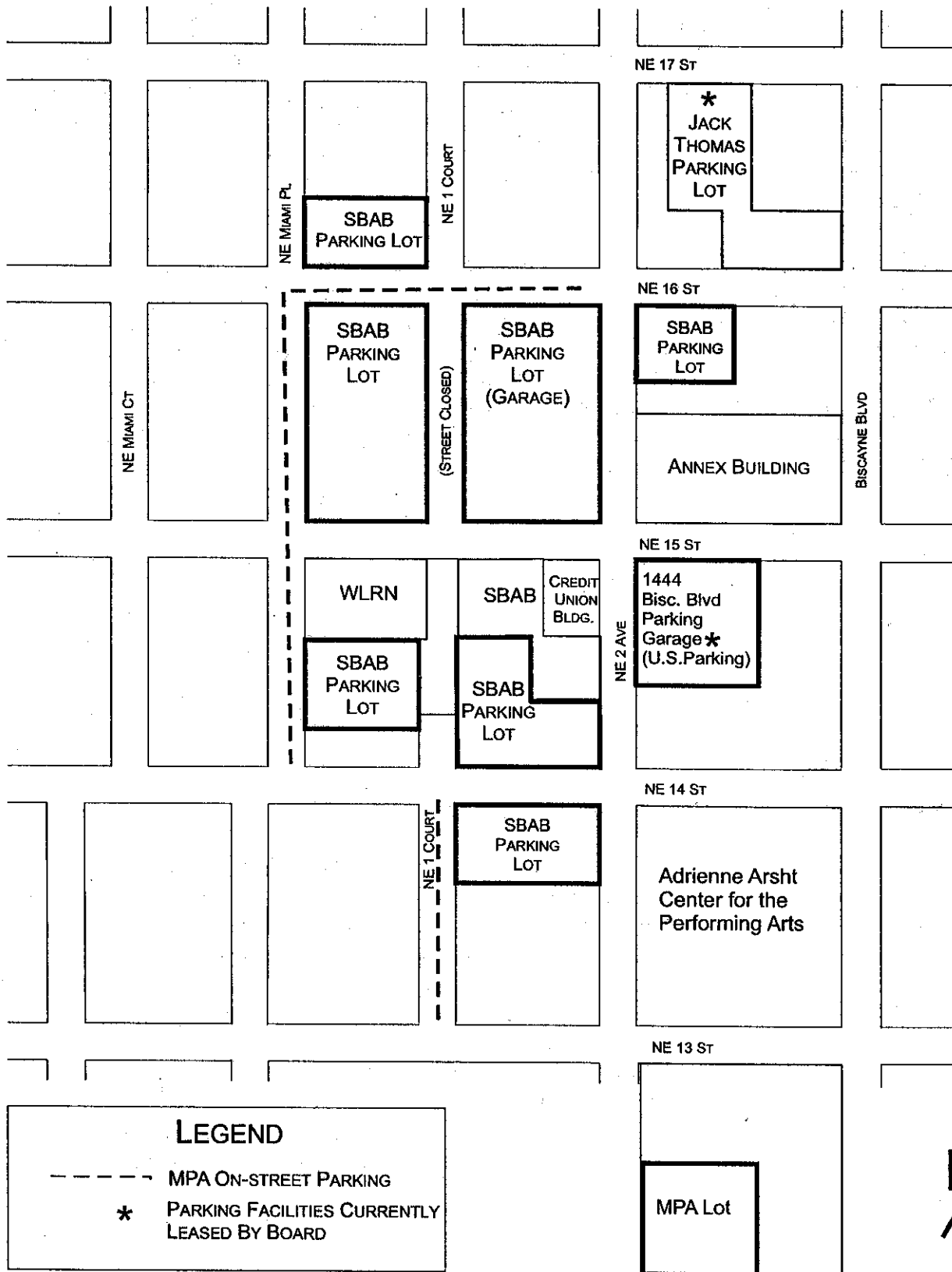
While the third option above would eliminate any future costs to the District for additional employee parking, it would establish a system where some employees presently assigned parking within Board-owned facilities would retain that benefit at no cost, while other personnel would need to secure and pay for their own parking. A variation of this option might be for the District to purchase the 190 parking decals from MPA, with the cost to be spread equally across all employees issued a decal or assigned a space within one of the Board-owned parking facilities, such that the District's purchase of the decals would become cost-neutral to the Board. There may also be other cost-neutral variations of this option, and staff is recommending it be authorized to further pursue same.

As noted above, given the assumptions used to determine the quantity of necessary staff parking spaces beyond those on Board-owned facilities, and absent hard data available over time on employee parking behavior in the SBAB Complex, staff is recommending that the Board authorize the Superintendent to finalize negotiations and execute a Parking Permit Agreement with MPA for 90 decals, while retaining use of the Jack Thomas lot (Option 1), with staff to closely monitor SBAB Complex parking over the next year in order to determine if parking needs for the SBAB Complex are being adequately met.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida:

- 1) allow the sub-lease agreement with U.S. Parking and Associates, Inc., that provides 325 parking spaces for the School Board's Downtown Administration Complex (SBAB Complex), to expire on September 30, 2008; and
- 2) authorize the Superintendent to finalize negotiations and execute any documents or agreements necessary to effectuate a parking permit agreement with the Miami Parking Authority, to provide 90 parking space decals for the SBAB Complex; and
- 3) authorize the Superintendent to explore options to offset the costs to the District of providing parking for the SBAB Complex.

# LOCATION MAP



**LEGEND**

--- MPA ON-STREET PARKING

\* PARKING FACILITIES CURRENTLY LEASED BY BOARD

SBAB PARKING

