

## DECISION UNDER DELEGATED POWERS

Subject	IPS Parking Services
Officer Requesting Decision	Licensing Officer
Officer Making the Decision	Chief Officer – Regulation and Safety
Authority for Decision	Delegated authority under Part 2 (2.5) (b) and (i) of the Council’s Scheme of Delegation.
Recommendation	The recommendation from Cabinet and Council is that Rugby Borough Council should invest in new parking machines with back-office software. This would provide customers of Council car parks with reliable, working parking machines. The savings in Warden and Officer time, streamlining the process, reduced callout repair costs for broken down machines and adopting a fully digitalised process outweigh the increase in costs.
Alternatives considered and rejected	<p>Information and costs have been obtained from three organisations and findings have been outlined below.</p> <p><u>IPS</u>  MS1 Parking Machine – Card Only £2499.00  MS1 Parking Machine – Coin and Card £2799.00  MS3 upgrade kit to enable upgrade current MS1 machines to the latest specifications, parts and materials free of charge, only charge is labour charge of £199.00 per machine.</p> <p>Ticket rolls £20.00 + VAT each, dispatched within 48 hours.</p> <p>Card processing fees fixed at X% for 36 months.</p> <p>16 working hour SLA £350 per machine per year. Price secured at 2023/2024 price for up to 5 years.</p> <p>98% machines faults fixed on the first visit; 95% of all faults (warranty and non-warranty) were visited within 16 working hours.</p> <p><u>Easy Parking Solutions Ltd</u>  <b>Kiosk prices and options</b> with 12%+ discount applied. Please see standard price guide for your reference</p> <p style="text-align: right;">-</p>

<https://indd.adobe.com/view/e5284fa8-ddba-4dad-bcfd-ccba6c2cef71>

Neptune – Card & Coin – £6900

Neptune – Card only (with option to upgrade to coin at a later date) - £6000

Coin upgrade, call out labour and parts – FOC upon request.

Jupiter Chip, Pin & Contactless - £4300

Jupiter Contactless only - £3900

Indoor payment and validation tablets wall mounted or desktop - £1400

Indoor Validation or payment podium - £2200

**Back-office fees** £300 per kiosk per year includes EE sim, remote support fixes and updates, back-office facility provides live sales transactions and reports, live kiosk status. (email and sms receipts included in cost)

**Maintenance** with same day call out between 9am-2pm next day call outside of these hours & Monday to Friday support phone line- £800 per year per kiosk, includes call out, labour & parts 1 annual service with kiosk report per year.

**Installation** - £3000 per day installation additional days £1500, includes fixing compounds, materials, electrician and full electrician reports at the end of installation. (council to provide mains supply)

**Card fees** are processing fee using NMI 7p and banking fees 1% + 4p per transactions.

Metric

**Option 1 ) Universal: £3,000.00- same cost for Solar or Mains, Coin / Card, No printer required**

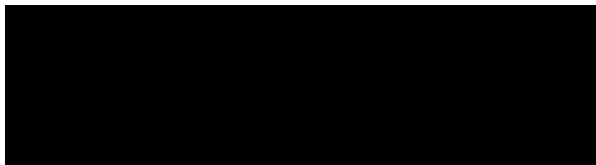
**Option 2) Micro Mains £1,800.00, Micro Solar £2,100.00-**

(customer will supply mains and data cable to the machine, feeder pillar if required)

	<p>Installation £ 885.00 per machine (TBC)  Removal &amp; relocation within 5 miles (disposal not required) £230 per machine  15 machines will be stored in warehouse (within 5 miles).</p> <p>An option compatible to Ringo: we can provide API details and Ringo can pull data from us.</p> <p>Chipside API integration : Yes  Touch screen : Yes 10" screen  4G/SIM / back-office/hosting charge: <b><u>£12 per machine per month</u></b>, if receipt portal required additional £2 per machine per month à £14 per machine per month  <b><u>12 per Transaction</u></b></p> <p>Maintenance package</p> <p>&lt;Annual Maintenance options &gt;  All Equipment carries 1 Year Warranty  Valid from Date of Commission  <b>Year 2 Maintenance £380.00</b>  <b>• based on a 16 Hour Response, 1 x PM Parts and Labour included (excluding Acts of God, Vandalism, and misuse)</b></p>
Decision	<p>Approve to progress with the new parking machine order, installation and commencement of back-office training with the preferred supplier, IPS.</p>
Reason	<p>The proposed solution is to progress through IPS as the preferred supplier. The current machines in use have been assessed and have reached end of life as are regularly breaking down. New machines being installed in all pay and display car parks. Permission has been given for 15 new pay and display machines. The current parking machines are greatly unreliable with long wait times for engineer callouts and parts are becoming more difficult to source, some parts are actually being taken from obsolete machines in various car parks. These machines also only accept cash and do not have a notification system when they are becoming full therefore cash collections are not being carried out effectively, resulting in</p>

	unnecessary cost to the Council. In order to pay by card, RingGo processes must be followed. The new parking machines have the facility to accept cash and card which may relieve the need for RingGo. This will greatly reduce any information overload currently occurring within Council car parks and streamline the parking process for our residents and visitors to the Town Centre. The main aim of this project is to improve the customer experience when using Council car parks and IPS's main focus within the SLA is to put customers first.
Date	2 <sup>nd</sup> September 2024
Background Papers	<b>N/A</b>
Decision record kept until	2 <sup>nd</sup> September 2031
Background papers kept until	<b>N/A</b>

Signed.....



Dated..... 2<sup>nd</sup> September 2024.....